

Chair

Aaron Hansen

Vice Chair

Dave Zastrow

Commissioners

Jason Ellingson

Kara Rodriguez

Henk Kruithof

Marvin Van Den Broek

Sami Magallanes

Parks & Recreation**Director**

Duncan Chisholm

**CITY OF CORDOVA
PARKS & RECREATION COMMISSION
MEETING AGENDA****TUESDAY, FEBRUARY 27, 2024. 6pm
CORDOVA CENTER****REGULAR AGENDA**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES**
 - a. Minutes from January 23, 2024, Regular Meeting.
- 4. PUBLIC BUSINESS FROM THE FLOOR**
- 5. REPORTS**
 - a. Director's Report
 - b. Recommendation to Planning & Zoning Commission to consider a rezoning of the proposed Breakwater Park.
- 6. COMMISSION BUSINESS FROM THE FLOOR**
- 7. ADJOURNMENT**

You may submit written public comments via email to parksandrec@cityofcordova.net, mail comments to Dept. of Parks & Recreation, City of Cordova, PO Box 1210, Cordova, AK 99574, or deliver them to Bidarki Recreation Center directly. Written public comments must be received by 4:00 p.m. on the day of meeting.

**City of Cordova
Parks & Recreation Commission
January 23, 2024
Cordova Center Community Rooms A & B**

MINUTES

1. CALL TO ORDER

The meeting was called to order at 6:01pm.

2. ROLL CALL

Present 6 – Commission member Jason Ellingson
Commission member Kara Rodriguez
Commission member Dave Zastrow
Commission member Samantha Magallanes
Commission member Henk Kruithof
Commission member Marvin Ven Den Broek
Commission member Aaron Hansen

Also present: P&R Director Duncan Chisholm
Administration Clerk Pam Whitesell

3. APPROVAL OF AGENDA

M/Kruithof S/Zastrow to approve the agenda.
Upon voice vote, motion carried 7-0

4. APPROVAL OF CONSENT CALENDAR

M/Zastrow S/Kruithof to approve consent calendar including the minutes of 1/23/2024. Minutes were adopted by consent.

5. CORRESPONDENCE

None

6. COMMUNICATIONS FROM VISITORS

None.

7. REPORTS

Director Chisholm spoke to this report.

8. NEW BUSINESS

Election of Chair & Vice Chair

MOTION: Commission Member Kruithof moved, seconded by Commission Member Ellingson to nominate Commission member Hansen for Chair.

VOTE ON THE MOTION:

Yays: 7 – Commission Member Hansen, Commission Member Kruithof, Commission Member Rodriguez, Commission Member Ven Den Broek, Commission Member Magallanes, Commission Member Ellingson, Commission Member Zastrow.

MOTION CARRIED

MOTION: Commission Member Kruithof moved, seconded by Commission Member Ellingson to nominate Commission Member Zastrow for Vice-Chair.

VOTE ON THE MOTION:

Yays: 7 – Commission Chair Hansen, Commission Member Kruithof, Commission Member Rodriguez, Commission Member Ven Den Broek, Commission Member Magallanes, Commission Member Ellingson, Commission Member Zastrow.

MOTION CARRIED

9. COMMISSION COMMENTS

Commission member Ven Den Broek commented on the cost of the Master Plan and on the provision of soccer goals.

Commission member Kruithof commented on the after-school program.

Vice -Chair Zastrow suggested setting up site visits for the commission to city parks and recreation facilities.

10. ADJOURNMENT

Chair Hansen adjourned the meeting at 7:29pm.

Approved:

Aaron Hansen, Chair

Duncan Chisholm, Director Parks & Recreation



Parks & Recreation Commission Agenda Item #5A

On Agenda: 2/27/2024

ITEM TITLE: Director's Report

SUBMITTED BY: Duncan Chisholm

☒ **INFORMATION**

☐ **MOTION**

☐ **RESOLUTION**

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

Director Duncan Chisholm to give a verbal report to the Parks & Recreation Commission.

SUMMARY STATEMENT:

Director Duncan Chisholm will give a verbal report to the Commission to include department staffing updates and an update on projects.



Parks & Recreation Commission Agenda Item #5B

On Agenda: 2/27/2024

ITEM TITLE: Recommendation to Planning Commission to rezone approximately 0.344 acres from Waterfront Commercial Park District to Parks and Open Space District located at end of Nicholoff Way to create a formal park to be tentatively known as Breakwater Park.

SUBMITTED BY: Duncan Chisholm

☐ **INFORMATION**

☐ **MOTION**

☒ **RESOLUTION**

FISCAL NOTES:

Expenditure Required: To be determined.

Unencumbered Balance: N/A

Funding Source: To be determined.

RECOMMENDATION:

The Parks and Recreation Department recommends that the Parks & Recreation Commission adopt the attached Resolution recommending that the Planning & Zoning Commission approve the rezoning of approximately 0.344 acres, from Waterfront Commercial Park District to Parks and Open Space District (POS), located at or near 118 Nicholoff Way, as generally proposed.

SUMMARY:

City staff have been working with the Cordova Covered Spaces Project to develop a concept plan for the development of a formal park space at the entrance to the existing Breakwater Trail and Veterans Memorial.

A concept plan was developed in October 2023 with a first-stage of public consultation taking place in November and December 2023. Approximately 85% of respondents to the consultation survey supported the development of concept plan.

Key points:

- The property is city owned.
- The property boundaries are currently zoned Commercial Waterfront Park District.
- The proposal is in conformance with the comprehensive plan supporting expansion of the parks system.
- The Parks and Open Space District permits passive type recreation that would not be a great intensification to the area if developed.

The proposed request is for the zoning of an unimproved park on the south-western side of Cordova harbor. The area is currently used as a park/open space but is not formally designated.

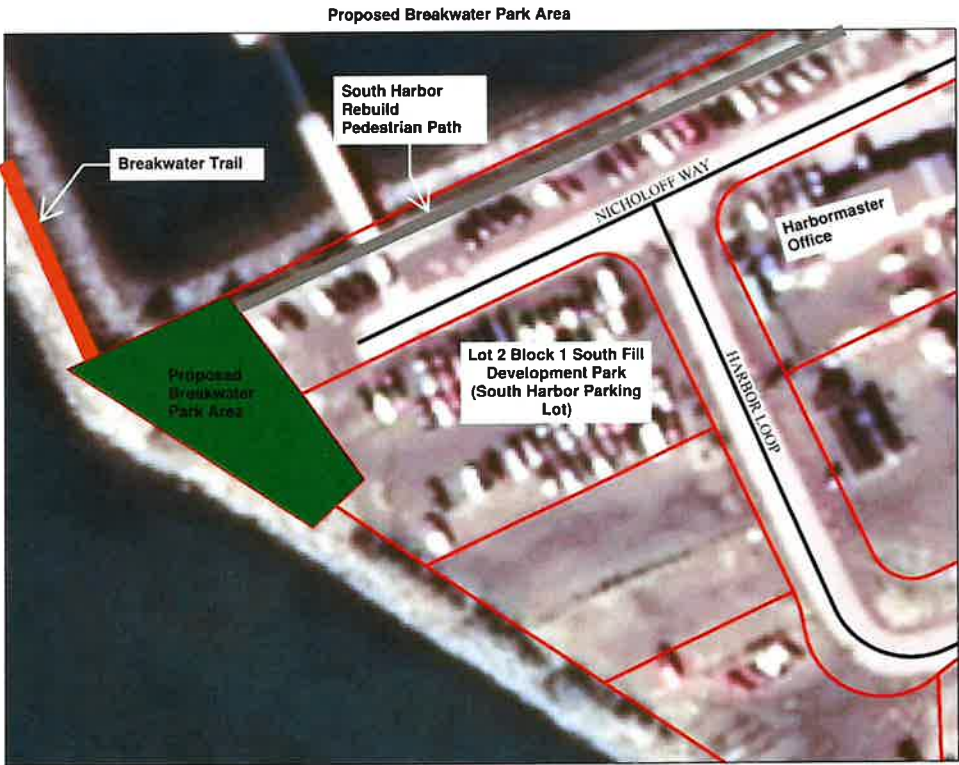
Part of the proposed park is within the right-of-way (ROW) on Nicholoff Ave and South Harbor Parking Lot (Lot 2 Block 1 South Fill Development Park). If supported by Planning Commission and City

Council, a ROW vacation would occur in tandem with the rezone for the portion of the proposed park within the ROW.

Existing Site



Proposed Area



CONFORMANCE WITH COMPREHENSIVE PLAN

Chapter 2. Land Use Goals of the Comprehensive Plan discusses protecting and improving Cordova's character, its downtown, neighborhoods, waterfront and outdoor access.

Chapter 6 Quality of Life Goals discusses enhancing and improving Cordova's indoor and outdoor recreation opportunities with Strategy 1b being to *Maintain and enhance Cordova's local parks and green spaces.*

The proposed rezoning is in conformance with the comprehensive plan as the plan supports the expansion of the parks system and where connectivity to nearby facilities can eventually be constructed.

PLANS FOR THE AREA

The subject property is within the area considered under the 2013 South Fill Commercial Area Plan.

Under the Cordova Municipal Code Chapter 18.39 Waterfront Commercial Park District the following use is permitted - *Waterfront parks, access paths, and boardwalks.* However, this zoning does not provide adequate land use protections for dedicated parks.

The parks and open space district is intended to provide for the preservation and protection of the community's scenic resources, parks, recreation, and subsistence activities. Parks and open spaces within Cordova support the livability of the City.

The South Fill Commercial Area Plan references the development of a pocket park in its action plan.

PROPOSED PROCESS

If the Parks & Recreation Commission approves a resolution to recommend to the Planning & Zoning Commission that the proposed area be rezoned to Parks and Open Space District Zone, the following process will take place.

1. Applicant submits application(s) to the Planning Department for:
 - Rezoning the parcel(s) of land.
 - A Subdivision of a portion of the parcel of land currently used as the South Fill Parking Lot
 - Vacation of a portion of Nicholoff Way right-of-way.
2. Input sought from the City Harbor Commission as part of the process.
3. Public Hearing Notification
4. Public Hearing is scheduled and reviewed by the Planning and Zoning Commission
5. If recommended for approval by the Planning & Zoning Commission the request is forwarded to the City Council for approval.
6. If recommended for denial by the Planning & Zoning Commission the request is forwarded to the City Council for consideration.
7. Zoning request is scheduled for City Council Public Hearing and First Reading
8. If zoning is approved by City Council:
 - a. Zoning request is scheduled for City Council Final Reading
 - b. Ordinance becomes effective.
9. If zoning is denied by City Council
 - a. Request is terminated.

**CITY OF CORDOVA, ALASKA
RESOLUTION 2024-01**

RESOLUTION OF THE PARKS AND RECREATION COMMISSION OF THE CITY OF CORDOVA, ALASKA RECOMMENDING PLANNING & ZONING COMMISSION APPROVAL OF THE PROPOSED REZONING OF APPROXIMATELY 0.344 ACRES FROM WATERFRONT COMMERCIAL PARK DISTRICT TO PARKS AND OPEN SPACE DISTRICT, LOCATED AT OR NEAR 118 NICHOLOFF WAY, AS GENERALLY PROPOSED.

WHEREAS the Cordova Parks and Recreation Commission serves in an advisory capacity to both the Planning & Zoning Commission and the City Council;

WHEREAS, the Cordova Parks and Recreation Commission has the responsibility for make recommendations to the city council regarding policies, planning and implementation of plans having to do with the establishment, development, and maintenance of city parks.

WHEREAS Cordova's dedicated park lands have Parks and Open Space zoning designations carried over since establishment as municipal parks.

WHEREAS Title 18 of the Cordova Municipal Code and the 2019 Comprehensive Plan provide that formally dedicated park lands shall be zoned Parks and Open Space District; and

WHEREAS the City of Cordova Department of Parks & Recreation and the City Planner proposes a process to implement the appropriate rezoning of the proposed Breakwater Park; therefore,

NOW, THEREFORE, BE IT RESOLVED that the Cordova Parks and Recreation Commission recommends that the Planning & Zoning Commission recommend to the City Council the rezoning of this land to the Parks & Open Space Zoning District.

PASSED AND APPROVED by the Cordova Parks and Recreation Commission this 27th day of February 2024.