

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

1. CALL TO ORDER

To better facilitate the meeting due to the Chair being on the phone, Vice Chair **Mark Hall** called the Planning Commission Regular Meeting to order at 6:30 PM on October 10, 2023 in Cordova Center Community Rooms A & B.

2. ROLL CALL

Present for roll call was Commissioners **Tania Harrison, Tom McGann, Trae Lohse, Mark Hall, Sarah Trumblee, and Kris Ranney**

Chris Bolin was absent.

Staff present - City Planner **Kevin Johnson**.

3. APPROVAL OF AGENDA

M/McGann S/Trumblee to approve the agenda

With no objection the motion was passed.

4. APPROVAL OF CONSENT CALENDAR

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

M/Trumblee S/Lohse to approve the consent calendar.

Upon voice vote, motion passed 6-0.

Yea: **Harrison, McGann, Lohse, Hall, Trumblee, Ranney**

Absent: **Bolin**

5. DISCLOSURES OF CONFLICTS OF INTEREST AND EX PARTE COMMUNICATIONS

None

6. CORRESPONDENCE

Johnson told the commission that nothing had been received.

7. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

- a. **Guest Speakers - None**
b. **Audience comments regarding agenda items - None**

8. PLANNER'S REPORT

Johnson informed the commission that he has a survey and appraiser coming to town to complete the work for the different land disposals currently going on with the tidelands, impound lot and Breakwater Fill Lot. The State was able to get to town to collect the LIDAR and aerial imagery that they have been trying to get, hopefully that will be available to the public in spring / summer 2024. The city will be renting out the vacant PWSSC building to the traveling vets that are coming to town. Also, there will be three vacancies for the Planning Commission, so please spread the word that there are openings coming up.

Trumblee asked for an update on the addressing project. *Johnson* responded that he is working with Emily to work on the letter that will be sent out to the community to let people know what their addresses are. Once those letters have gone out there will be a 30-day period where the community can come in if they are concerned that the address the city has on file is in correct. Once that is done the address database will be submitted to the post office, State, and other entities.

9. UNFINISHED BUSINESS

None

10. NEW BUSINESS

a. Letter of interest – The Jump, for a portion of Lot 1, Block 7A, Tidewater Development Park

M/McGann S/Trumblee move that the Planning Commission recommend to the City Council they dispose of a portion of Lot 1, Block 7A, Tidewater Development Park, by negotiating an agreement with The Jump to lease the property

McGann said that he does not see the city using this for any other purpose in the next five years. Also, the agreement could be drafted in a way that it could be terminated if need be. It will be nice to see what sort of business they can get over the winter.

Trumblee is in favor and glad to see they have thought through some of the bad weather concerns. She asks if the city would be keeping it plowed or what would happen with snow disposal. Johnson responded that he had spoken with the streets department and they are not concerned about the snow storage and that it is not somewhere they typically store large amounts of snow. As for plowing, it would be The Jumps responsibility to plow the area around their stand to provide access to customers.

Lohse said he was in favor but would like to see a higher and better use for it one day, but in the mean time it would be nice to see The Jump open year round especially with the increased winter population from all of the construction activity.

Ranney said that he does not like the lease length as five years unless there is an out for the city if a higher and better use comes along. He supports the business but does not want to see the lot tied up if there is a more productive use that could go in there.

Harrison agreed with Ranney that while she supports the business, she does not want to see another use get bypassed by if an opportunity comes up.

McGann said that when this gets to Council and staff negotiations, they can put in a lease termination clause saying whatever we want and if the applicant wants to lease it, they will accept the terms.

Trumblee asked if staff has seen other interest in the lot? **Johnson** responded that there have not been many serious inquirers, usually just people asking general questions about the lot such as its side and potential uses. No one has yet to come in with a serious proposal.

Upon voice vote, motion passed 6-0.

Yea: **Harrison, McGann, Lohse, Hall, Trumblee, Ranney**

Absent: **Bolin**

b. Resolution 23-03 – 2023 Capital Improvement Projects List

M/McGann S/Trumblee move that the Planning Commission recommend to the City Council they dispose of a portion of Lot 1, Block 7A, Tidewater Development Park, by negotiating an agreement with The Jump to lease the property

McGann said that we hashed this out pretty good at the last meeting but had a comment on item number 6 regarding the Public Safety Building. He believes we should move forward on an actual conceptual design that goes beyond the potential floor plan / space planning that's been developed.

Trumblee asked if any items from the CIP were completed last year. **Johnson** responded that for a city of our size and the cost of these projects its typical for many of the projects to stay on the list for many years. There are a few that have come off from the past couple years such as Second Street and Title 16 update.

Lohse asked what it is going to take to finalize the addressing and E911 equipment in the responder vehicles? **Johnson** said that at this point it is purely a funding issue and is dependent of the Council allocating money to purchase the equipment. Lats looks showed the costs to be around \$600K. Staff continues to look for other funding sources as well including reestablishing the E911 surcharge.

c. Accessory Dwelling Unit Code Discussion

Harrison said that she is hesitant to remove the Conditional Use Permit requirement as it puts a good checks and balance process in place to guide the development of ADUs in town. If they were blanketly allowed it is likely many would be built for just short term rentals, and living next to a long term rental can be very different then living next to a short term rental and that should be considered especially in residentially zoned parts of town.

McGann said that he des not think that requiring a Conditional Use Permit is not overly onerous of a process. The biggest question that needs to be addressed is are we going to allow attached as well as detached accessory dwellings. He also added that the city should not be withholding of variances when it comes to setbacks as many of the lots in town require this sort of exceptions.

Trumblee said that with some of the small lots in Cordova it may be asking for trouble with people wanting to squeeze in extra dwellings in already tight areas.

Lohse said that the Conditional Use Permit process can sometimes be a little arbitrary sometimes and that having a set of rules in code seems to be a little fairer as everyone then knows the rules. Regarding financial incentives, they may not be appropriate as many people building ADUs are doing it for their own financial gain and that the city should not be subsidizing that.

Ranney said that his thoughts are that we should lower the barrier to entry for building in Cordova to help relieve the housing shortage. A Conditional Use Permit is a barrier as it adds a level of uncertainty for someone wanting to build one.

Johnson added that one thing he would like to have updated in the code is how we define different structures and clarify attached ADUs vs detached ADUs. The Code currently allows for single family homes and multifamily homes. Multifamily homes can mean a duplex, triplex, or more. There is not clarity on having multiple dwellings in separate structures. A duplex or triplex can technically be a single house that was converted into three units. This can be done with only a building permit, but to have a single-family home and then build a detached “mother-in-law” home requires a CUP and approval by the Planning Commission and a building permit. Impact wise when it comes to traffic, parking, and use of the property is the same.

11. AUDIENCE PARTICIPATION

No Comments

12. COMMISSION COMMENTS

McGann Thanked everyone for their time and that there was good conversation

Trumblee thanked everyone for their time and thanked staff for including the building permits in the packet as that is good information to have.

Lohse Thanked everyone for their time

Hall Thanked everyone for their time

13. ADJOURNMENT

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

Approved:



Tania Harrison, Chair



Kevin Johnson, City Planner