

Chair
Tania Harrison

Vice Chair
Mark Hall

Commissioners
Chris Bolin
Sarah Trumblee
Kris Ranney
Gail Foode
Sean Den Adel

City Planner
Amanda Hadley
Coward

**PLANNING COMMISSION REGULAR MEETING
Tuesday February 11, 2025, AT 6:30 PM
CORDOVA CENTER COMMUNITY EDUCATION ROOM**

AGENDA

1. CALL TO ORDER

2. ROLL CALL

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

3. APPROVAL OF AGENDA

4. APPROVAL OF CONSENT CALENDAR

- a. Approval of Meeting Minutes from January 14, 2025.....Page 1

5. DISCLOSURES OF CONFLICTS OF INTEREST AND EX PARTE COMMUNICATIONS

6. CORRESPONDENCE

7. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

- a. Guest Speakers
Brooke Mallory, Native Village of Eyak Chairwomen
b. Audience comments regarding agenda items (3 minutes per speaker)

8. PLANNER'S REPORT

- a. Planners Report.....Page 7

9. UNFINISHED BUSINESS

- a. Creation of Request for Proposals for Land Disposal of Lots 19 – 25, Block 6, Original Townsite.....Page 9

10. NEW BUSINESS

- a. Letter of Interest, Lots 18 & 19, Block 23, Original Townsite.....Page 13
b. Letter of Interest for Portion of Tract B, Terminal Ground B Subdivision.....Page 21
c. Conditional Use Permit Review/Request for Lot 4A, North Fill Development Park Addition #2.....Page 29
d. Shipyard Expansion.....Page 40
e. Update Land Disposal Maps.....Page 67
f. Request For Proposals Planning Commission Review and Scoring Criteria Update Discussion.....Page 98

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.

**PLANNING COMMISSION REGULAR MEETING
TUESDAY JANUARY 14th, 2025, AT 6:30 PM
CORDOVA CENTER COMMUNITY EDUCATION ROOM
MINUTES**

1. CALL TO ORDER

Chair **Tania Harrison** called the Planning Commission Regular Meeting to order at 6:30 PM on Tuesday January 14, 2025, in the Cordova Center Community Education Room.

2. ROLL CALL

Present for roll call was Commissioners **Tania Harrison, Mark Hall, Chris Bolin, Sarah Trumblee, Gail Foode, Sean Den Adel** in person and **Kris Ranney** appearing via Zoom.

Staff present - City Planner **Amanda Hadley Coward**
Public Works Director **Kevin Johnson**

3. APPROVAL OF AGENDA

M/Hall S/Trumblee to approve the agenda
With no objection the motion was passed.

4. APPROVAL OF CONSENT CALENDAR

- a. Record unexcused absence for **Chris Bolin** and the excused absence for **Sarah Trumblee** from the Tuesday November 12, 2024, Regular Meeting.

M/Trumblee S/Hall to approve the consent calendar.
Upon voice vote, motion passed 7-0.
Yea: **Harrison, Hall, Bolin, Trumblee, Ranney, Foode, Den Adel**

5. DISCLOSURES OF CONFLICTS OF INTEREST AND EX PARTE COMMUNICATIONS

Bolin – Conflict on the issue of agenda item 10.c. will be excusing himself from this vote.

Trumblee – Pronounced that she has a son that fishes for Camtu’s Alaska Wild Seafood’s and that her cousin is David Roemhildt. Commission stated that they did not believe that any conflict existed as there would be no direct financial gain for the commissioner.

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 – **Tu Trihn Dillon** spoke on behalf of Camtu’s Alaska Wild Seafoods. **Tyler Dillon** was also there in support but did not speak. **Tu Trihn Dillon**

spoke in regard to the agenda item 10.d. Letter of Interest for Lot 1, Block 7A, Tidewater Development Park. Speaker stated that they are in support of the RFP process and would like to expand their cannery business to this lot and gain dock space.

8. PLANNER'S REPORT

Johnson introduced the Commission to the new City Planner *Amanda Hadley Coward*.

Johnson informed the commission that he and *Hadley Coward* met with the State and were able to get a preliminary preview of the collected LIDAR data and aerial imagery that they have collected. The State reported that they had RAW GIS data that they had made publicly available, and we would soon be incorporating that into our GIS Software. Once the State publishes their findings, they will be holding a public meeting in Cordova in either mid-March or April to present the full information collected.

9. UNFINISHED BUSINESS

None

10. NEW BUSINESS

a. Chair Election

M/*Hall* to nominate *Tania Harrison* for Chair of the Planning Commission.

S/*Bolin*

With no further nominations they called for a vote

Upon voice vote, motion passed 6-0.

Yea: *Hall, Bolin, Trumblee, Ranney, Foode, Den Adel*

Abstain: *Harrison*

b. Vice Chair Election

M/*Bolin* to nominate *Mark Hall* for Vice Chair of the Planning Commission.

S/*Trumblee*

With no further nominations they called for a vote

Upon voice vote, motion passed 6-0.

Yea: *Harrison, Bolin, Trumblee, Ranney, Foode, Den Adel*

Abstain: *Hall*

c. Letter of Interest for Lot 10B of ASLS 73-35 "74-291"

Bolin removed himself from the table.

M/*Hall* Motioned to approve direct negotiations for a five (5) year lease agreement with the parties who submitted the Letter of Interest.

S/*Trumblee*

Hall stated that since this lot has been available so long anyone who wanted to put in for it has had the chance and since there has been no letters of interest, he believes that this should go to direct negotiations.

Trumblee stated that the lot is very restrictive on the use and the dates of availability are May 1st to Dec 1st and she agrees with the motion if they are willing to follow those rules.

Hall asked if anyone in the audience could speak to what would occur on the lot other than the stated recreational use that was provided in the memo.

Chris Bolin (who removed himself as a Commissioner to avoid any conflict of interest from this issue spoke as a citizen on behalf of his letter of interest) Stated that the recreational use was going to include activities such as picnics, camping, kayaking, and private beach access. No commercial use would be taking place on this lot and that is would only be used by the families of those stated in the letter of interest and their invited guests. He spoke to the reasoning as this lot was where the old Ladd homestead was built, and the cabin did survive the avalanche. This cabin was relocated to where the Ladd's currently live, but they have a lot of sentimental memories of the lot where they originally lived. The sentimental value this lot is what is leading them to request the lease as this is a place they can no longer live or inhabit. They understand the restrictions and are willing to follow them given the ability to lease the property.

Trumblee Believes this will be a neat spot for the family and stated that they will be following all of the restrictions and taking off all recreational items off of the land at end of season. Commissioner asked another question of citizen **Chris Bolin**. When people find out about this lease, they will want to use it for public use do you have plans for this in regards to safety?

Chris Bolin Stated that he has thought of this, and his plan is to do temporary solutions that can be removed during the restricted months. Temporary rope with signage across the driveway to ensure that takes away from the liability of the City on this private leased land. He understands the public may want to enter this space and will put up the proper signage around the property.

Harrison Stated that that the land can't be used for much else.

With no further discussion they called for the vote on the motion.

Upon voice vote, motion passed 6-0.

Yea: **Harrison, Hall, Trumblee, Ranney, Foode, Den Adel**

Abstain: **Bolin**

d. Letter of Interest for Lot 1, Block 7A Tidewater Development Park

M/Bolin "I move to recommend to City Council to dispose of the requested Lot 1, Block 7A Tidewater Development Park approximately 40,259 Sq. Ft. as outlined in Cordova Municipal Code 7.40.060 (B) by requesting sealed proposals to lease or purchase the property."

S/Hall

Bolin the history of this lot is a contentious one as the town has been very divided on what to do with it. Commissioner chose to recommend requesting sealed proposals as that is what he believes the City

Council would want to see. Both letters of interest are great as the fishing industry is what sustains Cordova.

Hall said that he does agree with getting bids. (**Johnson** clarified on what bids versus sealed proposals meant, once clarified **Hall** agrees with requests for proposals) Asked Staff why the letters on interest held for so long as they were submitted in April and June?

Johnson clarified that bids would be receiving offers on the property and that requests for proposals would be to receive proposals on what development would be occurring on the property. He also answered **Halls** question regarding the letters being held back as Staff was submitting for the PIDP Grant and staff would not be able to support the disposal of this lot until they knew if this grant would or would not be funded. He told both interested parties that they could move on with the process or agree to hold back their letters until the funding for the grant was announced. The grant funding was announced and the City did not receive the grant. At that time the interested parties were contacted and they decided to both move forward with the land disposal process. And that is why this lot is now before the Planning Commission today.

Hall agrees with Harbor Commissions comments on this lot to not impede the waterway. Asked if interested parties gave project completion timelines?

Johnson stated that there are federal navigation channels that cannot be impeded. David Roemhildt gave a timeline of five (5) years to project completion where Camtu Alaska Wild Seafoods did not give a timeline on their letter of interest. The \$300,000 pricing can be revisited in the future. The lot has less buildable square footage than reported as the lot square footage goes well beyond the pad area.

Hall brought up that the area has parking issues.

Johnson this lot will come back to Planning Commission for the site plan review and parking can be reviewed at that time. The zoning of the area needs to be followed.

Ranney made a statement that this is one of the last remaining waterfront properties in town.

Hall asked that the Harbor Master **Tony Schinella** who was in the audience speak on the Harbor Commissions approval of this lot.

Schinella Stated that the Harbor Commission saw no issues with this land disposal. The Harbor Commission didn't want there to be any impediment to the harbor.

Upon voice vote, motion passed 7-0.

Yea: **Harrison, Hall, Bolin, Trumblee, Ranney, Foode, Den Adel**

Abstain: **None**

e. Land Disposal of Lots 19 – 25, Block 6, Original Townsite

M/**Hall** Motion to open the discussion

S/**Trumblee**

Johnson Since the update of the land disposal maps there has been no interest shown on these lots. Staff would like to see the Planning Commission craft a Request for Proposals to publish nationwide. The crafting of this Request for Proposals would be based off of the needs of the community and what the Planning Commission would want to see built in that location. This would then go to the City Council where they could make changes and help in refining the request. The Central Business District zoning doesn't require for parking to be a factor when creating a downtown building space. This is something that the Planning Commission can craft into the request that there be a parking space requirement component if they so choose.

Bolin These are 25' by 100' lots seven (7) of them with three (3) retained by the City as a snow dump.

Commissioners agreed that they liked the idea of mixed use with majority being residential requirement.

Johnson Cautioned the Commission to keep in mind for the full discussion to carefully word things so that it doesn't prohibit proposals being made that might not meet all requirements but could be an acceptable choice. Such as must meet X, Y, and Z requirement. Also to keep in mind that if requiring mixed use buildings, a developer will usually write the commercial component off as a loss and only consider what they can make from the residential component. So, while commercial street frontage may be desirable to the community, requiring this may make a developer hesitant to build. Instructions were given to the Commission to think on this for the month and reconvene at the next meeting for a discussion.

11. AUDIENCE PARTICIPATION

No Comments

12. COMMISSION COMMENTS

Den Adel Stated that he believed that this was a good discussion and is excited for Roemhildt and Camtu to go to Request for Proposal and see what comes back in that process.

Trumblee Curious to see what occurs with the Breakwater Fill Lot. Welcomed new City Planner **Hadley Coward**.

Hall Welcomed new City Planner **Hadley Coward**.

Bolin Thanked the Commission for the time and support on the lot in which he put in a letter of interest.

Foode Thanked the new City Planner **Hadley Coward** for being here.

Ranney Looking forward to the future discussions.

Johnson Stated that the new City Planner **Hadley Coward** has picked up the prior Planning Commission discussions and has now created two documents that you have in front of you now to help the Commission. One document is to score the received proposals, and the other document is to give to the public for them to use when creating their proposals. These documents were created based off of the prior planning commission scoring criteria with more depth. Please look over these documents so that

we can have a discussion regarding them at the next meeting. These will become a living document and can be changed indefinitely to the Planning Commissions needs and requirements.

Hadley Coward Stated to please edit these documents to whatever you feel fits your needs and requirements as this is just a starting point for the discussion. A word version is in your email for review and edits.

Harrison Welcomed new City Planner **Hadley Coward**. M/Hall thanks for reupping your vice chair-ship. Stated that she is looking forward to having the new Request for Proposal documents to start from.

13. ADJOURNMENT

M/Den Adel to adjourn the Regular Meeting. S/Bolin to adjourn the Regular Meeting.
With no objection, the meeting was adjourned.

Approved:

Tania Harrison, Chair

Amanda Hadley Coward, City Planner

Planner's Report

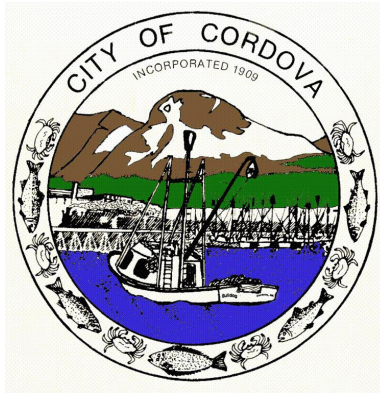
To: Planning and Zoning Commission
From: Amanda Hadley Coward, City Planner
Date: 02/11/2025
Re: Recent Activities and Updates

- City Staff and Planning Commission agrees that having a uniform scoring protocol in place to evaluate the submitted Requests For Proposal's (RFP) are important for this process to remain unbiased.
- Per the Cordova Municipal Code 7.40 "The City shall maintain and update annually a map of City owned real property." Staff asked that the Planning Commission prepare to have a discussion regarding the update of the land disposal maps.
- At the meeting on January 08, 2025, the Harbor Commission passed a Resolution for the Shipyard Expansion. The vote was with unanimous support.
- Staff identified an issue with the building that abuts the old ambrosia building after the storm of Monday January 06, 2025. City Staff placed precautions around the area, met with the owner, and the owner secured the structure. The demolition of the old Ambrosia building began on Monday January 13, 2025. The structure next door with that safety concern and the old Ambrosia building have now both been demolished to the point where it no longer causes a threat to the public. The owner secured the openings with plywood on Wednesday February 05, 2025, to ensure that no unauthorized entry into the building occurs. No building permit has been requested at this time for any new structure(s) to be placed on these lots.
- The property Lot 15A, Block 5, 4 of Odiak Park located at 919 Center Drive. This lot is in the land disposal process at and under contract negotiations as a Lease with Option to Purchase Agreement with the negotiating parties Emily Anderson and Skyler Newman. This contract has been negotiated between the parties and Staff and has now been sent out for attorney review.
- The property Lot 17, Block 10, Cordova Townsite located on Third Street. This lot is in the land disposal process and under contract negotiations as a Purchase and Sale Agreement. The negotiating parties John Stack and Barbara Solomon's current site map shows that they will not be building on this lot and will maintain a City snow easement of 25 feet x 25 feet. They do need the City lot to meet the setback requirements in their zoning district to ensure compliance when building their structure. We anticipate negotiations being completed soon and this going to Council in March.

- Staff released an RFP for a lake lot on Lefevre this RFP closed at 5PM on February 6th, 2025. We did receive one submission. Staff will review the proposal and prepare a memo for the March meeting for Commission to review and score the proposal and make a recommendation to the Council.
- Lot 4A, North Fill Development Park Addition #2 formerly known as the City impound lot has now completed the land disposal process and closing occurred on this property on Friday January 24th, 2025, to Paul and Linda Kelly owners of Bayside Storage.
- At the City Council Regular Meeting Wednesday February 06, 2025, the Planning Commission had sent Planning Staff to present the items recommended for land disposal.

The avalanche lot called Tract 9B of ASLS 73-35, Cordova Small Tracts was passes at a 5/2 vote to start the negotiations for a five (5) year lease of the lot. This is to be a recreational lot with stipulations attached for seasonal use in compliance with the zoning area and other specific codes it is governed by. This property is being negotiated with Bob Ladd, Jackie Ladd, Chris Bolin, and Angela Jeppson. The contract will be brought back to City Council for final decision once negotiated.

Planning Commission also sent the Lot 1, Block 7A, Tidewater Development Park (Breakwater Fill Lot). The recommendation from Planning Commission was for this to go out to the Request for Proposals (RPF) process. The City Council spoke to the history of this lot being filled in 2013 for 1.5 million dollars. The Council believes that currently this lot is not being put to its highest and best use. Multiple Council members did voice their concerns with the history, track record, and follow through on the projects of the interested parties. The motion to go to RFP's failed 3/4 on this agenda item.



AGENDA ITEM # 9a

Planning Commission Meeting Date: 02/11/2025

PLANNING COMMISSION COMMUNICATION FORM

FROM: Amanda Hadley Coward, City Planner

DATE: Tuesday February 11, 2025

ITEM: Motion to Create a Request for Proposals for Lots 19 – 25, Block 6, Original Townsite.

NEXT STEP: Discuss What Type of Development the City Needs and Desires for Lots 19 – 25, Block 6, Original Townsite and Preparation of a Request for Proposals

☐ INFORMATION
☒ MOTION
☐ RESOLUTION

I. REQUEST OR ISSUE:

Lots 19 – 25, Block 6, Original Townsite were made available with the 2024 Land Disposal Map update. Staff would now like to work with Planning Commission and City Council to formulate a Request For Proposals (RFP) that is specifically crafted to meet the needs and desires of the community. We can use the Cordova Comprehensive Plan and zoning regulations as a guide when formulating this RFP.

II. RECOMMENDED ACTION / NEXT STEP:

Staff has proposed the following motion to open discussion of this agenda item:

“I move to formulate the creation of a Request for Proposals for Lots 19 – 25, Block 6, Original Townsite.”

III. FISCAL IMPACTS:

Creation of a Request for Proposals (RFP) will have a limited fiscal impact consisting of staff time related to the creation, distribution, and review of received proposals.

IV. BACKGROUND INFORMATION:

Lots 19 – 25, Block 6, Original Townsite were designated as “Available” with the 2024 Land Disposal Map update. At this time, we have yet to receive a Letter of Interest related to these properties.

Historically these lots have been used exclusively by the City as a playground location on the southern lots, as well as a snow dump area across lots 19 - 28. The later lots 26, 27, & 28 are still designated unavailable to be used by the City as a snow dump. However, the lots 19 – 25 are in a central downtown location and would be of benefit to the community if given the chance for development to occur.

Staff believes that these lots have the potential to provide a location for some form of housing and possible additional commercial space in our downtown core. These lots are prime for development as they abut improved right-of-way with all necessary utilities. This location could support apartments, condos, townhomes, or mixed-use development.

As no unprompted interest has yet been received, Staff is requesting that the Planning Commission work with Staff to formulate a Request for Proposals (RFP) that will then be broadly advertised both locally, in state and out of state. By crafting a Request for Proposals (RFP) we can narrow in on what exactly it is that we want to see done with these properties so that any proposed development will meet the needs of the community and allow us to guide the proposers towards creating proposals that are inline with the communities needs and desires.

The intention is to bring the existence of these developable lots to the attention of contractors and developers that otherwise would not know that this opportunity exists.

Staff asked at the January 14, 2025, Regular Meeting for the Planning Commission to begin the discussion and then take the next month to refine their ideas so that at the February 11, 2025, meeting some form of consensus can be made and staff can have clear direction on how to formulate the Request for Proposals (RFP).

After the February 11, 2025, Regular Meeting Staff will then bring a draft Request for Proposals (RFP) back to Planning Commission for review at the March 11, 2025, Regular Meeting. Once the Commission approves the draft Request for Proposals (RFP), Staff will take it to City Council for further refinement before possibly publishing it to the public.

Applicable Code:

Chapter 18.29 - CENTRAL BUSINESS DISTRICT

18.29.010 - Purpose.

The purpose of this district is to permit a variety of commercial, administrative, financial, civic, culture, residential, entertainment, and recreational uses in an effort to provide the harmonious mix of activities necessary to further enhance the central business district as a commercial and service center.

18.29.020 - Principal permitted uses.

The following uses are permitted in the CBD zone: All limited uses in the B district, except that off-street parking shall not be required as specified in Chapter 18.48.

18.29.030 - Building height limit.

The maximum building height in the B district shall be three stories or fifty feet; however, a building or structure thereafter erected, added to or otherwise constructed may be increased in height, provided the gross cubical content of such building or structure does not exceed the sum total of the area of the lot upon which it is to be erected multiplied by fifty.

18.29.040 - Yards.

A. Every building or portion thereof in the B district which is designed, intended or used for any purpose permitted in an R district for any other residential or dwelling purpose shall provide yards as required in the R district; provided, that when the ground floor of any such building is used for any commercial purpose, no side yard shall be required except that there shall be a side yard along the side of every lot which is not bounded by an alley and which is bordering on property in an R district.

B. Yards shall not be required otherwise, except that no building shall be erected nor shall any use of land be conducted so that the same will be closer than thirty feet to the center line of any street adjoining the lot.

18.29.050 - General conditions.

A. All selling, dealing in or displaying of goods or merchandise by shops, stores or business shall be entirely conducted and located within a permanent building unless otherwise specifically excepted.

B. No stores or businesses shall involve any kind of manufacturing, compounding, processing or treatment of products except that which is clearly incidental and essential to the authorized use and provided that: 1. No more than ten persons are engaged in the manufacturing, compounding, processing or treatment of products or servicing and repairing of appliances, equipment, etc.; 2. Not more than twenty percent of the ground floor area of any building shall be used for such purposes; 3. Such operations or products are not objection—able due to odor, dust, smoke, noise, vibrations or other similar nuisances.

C. All exterior walls of buildings hereafter erected, extended or structurally altered which face a street or property in an R district shall be designed, treated and finished in a uniform and satisfactory manner approved by the planning commission.

VI. LEGAL ISSUES:

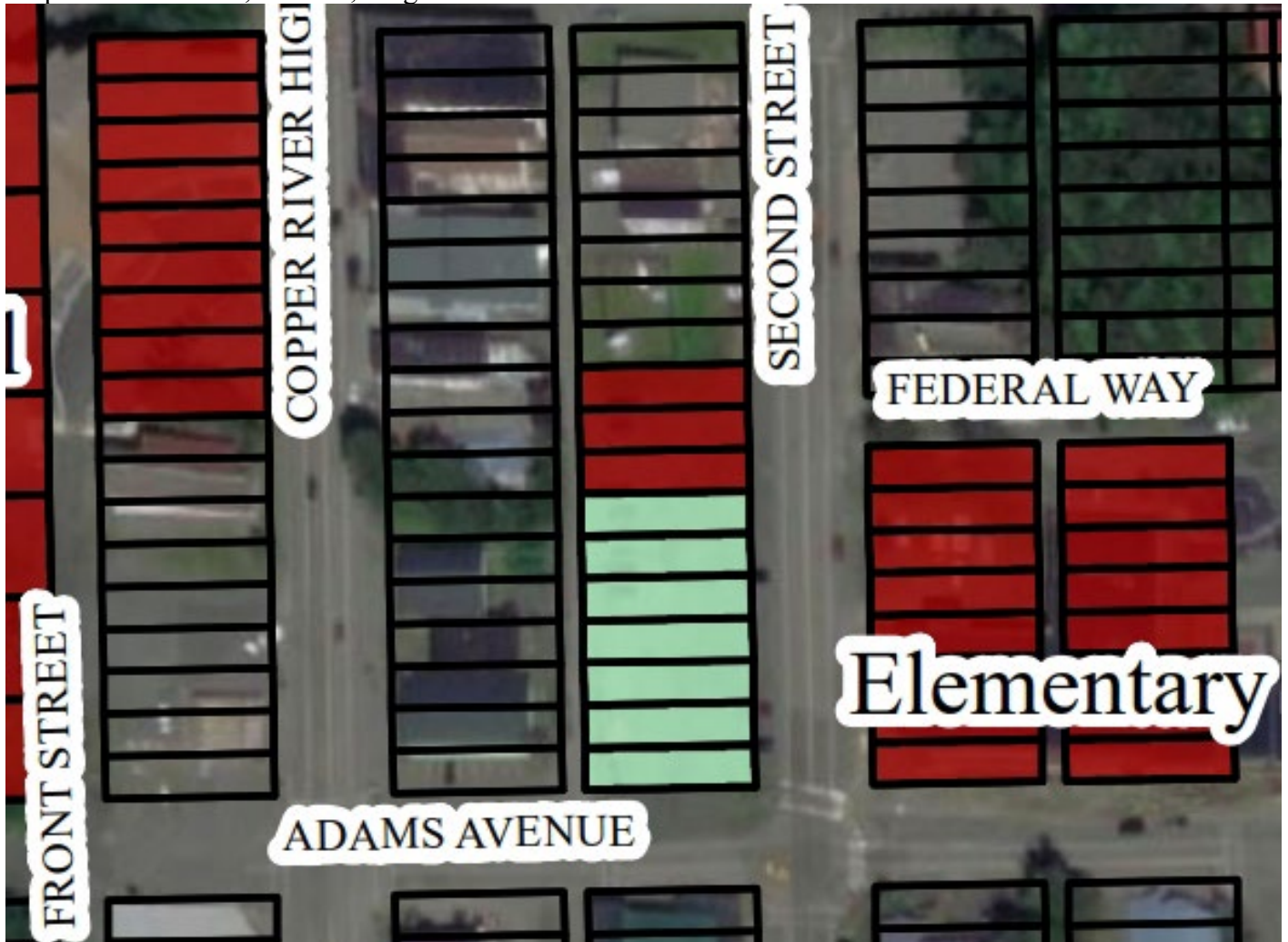
N/A

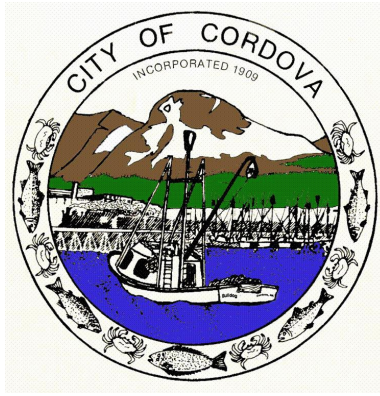
VII. SUMMARY AND ALTERNATIVES:

Staff asks that Planning Commission craft the Request for Proposals (RFP) so that Staff can start the formulation from those specifications. This should be ready for review by the Planning Commission for the March 11, 2025, Regular Meeting. Once the Commission approves the draft Request for Proposals (RFP), Staff will take it to City Council for further refinement before possibly publishing to the public.

VIII. ATTACHMENTS:

Map of Lots 19 – 25, Block 6, Original Townsite.





AGENDA ITEM # 10a
Planning Commission Meeting Date: 02/11/2025
PLANNING COMMISSION COMMUNICATION FORM

FROM: Amanda Hadley Coward / City Planner

DATE: Tuesday February 11, 2025

ITEM: Letter of Interest, Lots 18 & 19, Block 23, Original Townsite

NEXT STEP: Recommendation to City Council on Disposal and Disposal Method

☐ INFORMATION
☒ MOTION
☐ RESOLUTION

I. REQUEST OR ISSUE:

Requested Actions:	Recommendation to City Council on Disposal and Disposal Method
Applicant:	Hassan Falsafi
Legal Description:	Lots 18 & 19, Block 23, Original Townsite (Sixth Street)
Area:	Approximately 4,500 Sq. Ft. per Lot
Zoning:	Low Density Residential
Attachments:	Location Map Letter of Interest

II. RECOMMENDED ACTION / NEXT STEP:

Staff has provided the following motions for the Planning Commission to open the agenda item for discussion:

“I move to recommend to City Council to dispose of Lots 18 & 19, Block 23, Original Townsite, as outlined in Cordova Municipal Code 7.40.060 (B) by *”

Choose one of the following to insert for the asterisk:

1. Negotiating an agreement with Hassan Falsafi 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 Lots 18 & 19, Block 23, Original Townsite”

III. FISCAL IMPACTS:

The property would become part of the city’s tax base increasing property tax collection. Further potentially building road infrastructure without the City having to spend money on the construction of that road.

IV. BACKGROUND INFORMATION:

Hassan Falsafi has submitted a Letter of Interest to purchase Lots 18 & 19, Block 23, Original Townsite, located by the City water tower off of a portion of six street that has not yet been constructed, for the purpose of constructing one cottage on each lot and as well as a gym/sauna/spa..

Hassan is the Dental Director at Ilanka and has just recently purchased a house on 5th street that is adjacent to these lots across an undeveloped alley from his property.

The property is zoned Low Density Residential which allows for one, two, and multifamily dwellings and boarding houses. The site is currently undeveloped and would require an access point be constructed to the property.

Applicable Code:

5.22.030 – Land Disposal Map.

A. The City shall maintain and update annually a map of city owned real property. The following designations shall be applied to the land disposal map:

3. Tidelands: Tidelands are considered as “Available” designation but shall require review and recommendation from the Harbor Commission.

5.22.040 - Letter of interest to lease or purchase.

C. The planning commission shall review the letter of interest and recommend to the city council

whether to offer the real property interest for disposal by one of the methods as described in Section 5.22.060(B).

5.22.060 - Methods of disposal.

B. In approving a disposal of an interest in city real property, the city council shall select the method by which the city manager will conduct the disposal from among the following:

- 1. Negotiate an agreement with the party who submitted a letter of interest to lease or purchase the property;*
- 2. Invite sealed bids to lease or purchase the property;*
- 3. Offer the property for lease or purchase at public auction;*
- 4. Request sealed proposals to lease or purchase the property.*

Chapter 18.20 - R LOW DENSITY RESIDENCE DISTRICT

18.20.010 - Permitted uses.

The following uses are permitted in the R low-density district:

- A. One-family, two-family and three-family dwellings;*
- B. Boardinghouses;*
- C. Truck gardening, the raising of bush and tree crops, flower gardening, and the use of greenhouses;*
- D. Home occupations;*
- E. Accessory buildings and uses not used or operated for gain and not including guest houses or accessory living quarters;*
- F. Required off-street parking.*

18.20.020 - Building height limit.

The maximum building height in the R low density district shall be two and one-half stories but shall not exceed thirty-five feet.

18.20.030 - Lot area.

A. The minimum lot area in the R low-density district shall be four thousand square feet and the minimum lot width shall be forty feet.

B. The minimum lot area in the R low density district for dwellings shall be:

- 1. For a one—family dwelling, four thousand square feet per dwelling unit.*
- 2. For a two-family and three-family dwelling, two thousand square feet per dwelling unit.*

18.20.040 - Front yard.

There shall be a front yard in the R low density district of not less than ten feet from curb line.

18.20.050 - Rear yard.

There shall be a rear yard in the R low density district of not less than twenty-five percent of the depth of the lot, but such yard need not exceed fifteen feet.

18.20.060 - Side yard.

A. There shall be a side yard in the R low density district of not less than five feet. The minimum

side yard on the street side of a corner lot shall be ten feet.

B. The following additional requirements shall apply to two-family and three-family dwellings in the R low density district:

In case the building is so located on the lot that the rear thereof abuts one side yard and front abuts the other, the side yard along the rear of the building shall have a minimum width of twelve feet and the side yard along the front of the building shall have a minimum width of eighteen feet.

VI. LEGAL ISSUES:

Legal review of any agreement will be required prior to final approval by Council.

VII. SUMMARY AND ALTERNATIVES:

The Planning Commission may make a motion to recommend or not recommend the disposal of the land.

VIII. ATTACHMENTS:

1. Plat Map
2. Location Map
3. Letter of Interest

ATTACHMENT PLAT MAP



ATTACHMENT LOCATION MAP



01/29/2025

City of Cordova
601 First street
Cordova AK 99574

Hassan Falsafi
604 Fifth Street
Pobox 1074
Cordova, AK 99574-1074

RECEIVED
JAN 29 2025
City of Cordova

Greetings,

My name is Hassan Falsafi. I am the Dental Director of Ilanka Community health Center and the only dentist on duty in Cordova.

My wife and I moved to Cordova from Northern California in September 2023. My wife is also employed by ICHC as a Medical Doctor. We are, now, an official resident of Alaska .

I am a hunter and a fisherman, and we both love Cordova and have decided to permanently reside here.

We recently bought a property located at: 604 Fifth Street in Cordova.

Behind my house, there are 2 forested lots which I am interested in purchasing.

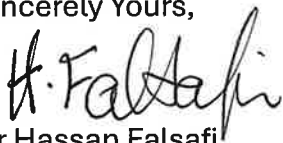
I would like to eventually build 2 cottages there that could be a housing option for rental in the future. I would also like to build a gym/sauna/spa complex that is harmonious with the wooded surroundings.

This is an investment for my retirement. If all goes well, I am planning to retire in 10 years here in Cordova.

The rentable spaces that would be added to the property would be a positive addition to the Cordova residential community.

I kindly request that this petition be given the necessary attention in accordance with due process.

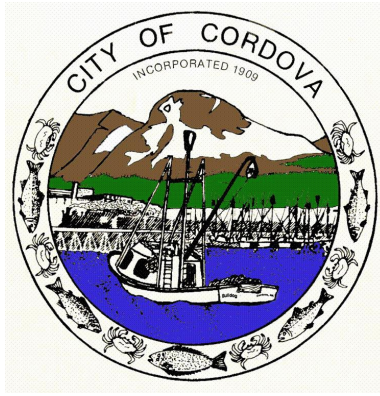
Sincerely Yours,

A handwritten signature in black ink, appearing to read "H. Falsafi". The signature is fluid and cursive, with a large initial "H" and a stylized "F".

Dr Hassan Falsafi

Dental Director ICHC

Cordova AK 99574



AGENDA ITEM # 10b
Planning Commission Meeting Date: 02/11/2025
PLANNING COMMISSION COMMUNICATION FORM

FROM: Amanda Hadley Coward, City Planner

DATE: Tuesday February 11, 2025

ITEM: Land Disposal – Review of Interest for a portion of Tract B, Terminal Ground B Subdivision

NEXT STEP: Review and Recommendation of Received Proposals

☐ INFORMATION
☒ MOTION
☐ RESOLUTION

I. REQUEST OR ISSUE:

Requested Actions: Review of Interest and give a recommendation to City Council
Legal Description: Tract B, Terminal Ground B Subdivision (2022-9)
Area: Approximately eight (8) acres or about 348,480 Sq. Ft.
Zoning: Business District
Attachments: Proposal from Native Village of Eyak

II. RECOMMENDED ACTION / NEXT STEP:

Staff has provided the following motions for the Planning Commission to open the agenda item for discussion:

“I move to recommend to City Council to dispose of the requested portion of Tract B, Terminal Ground B Subdivision, Approximately eight (8) acres in size,.
as outlined in Cordova Municipal Code 7.40.060 (B) by *”

Choose one of the following to insert for the asterisk:

- Negotiating an agreement with Native Village of Eyak to lease or purchase the property.
- Requesting sealed proposals to lease or purchase the property.
- Inviting sealed bids to lease or purchase the property.
- 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 portion of Tract B, Terminal Ground B Subdivision.”

III. FISCAL IMPACTS:

The city would collect lease revenue on the land until the land is disposed of and tax revenue is collected.

IV. BACKGROUND INFORMATION:

We have an interested party, Native Village of Eyak (NVE), for approximately eight (8) acres of undeveloped hillside along the Copper River highway that is adjacent to NVE’s lot (formerly the Eagle Contracting lot).

Their idea for this location would be to rock blast the hillside to create a usable flat space that is even with the lots they own that abut this land. This area would then be used to construct a “campus” that would include a new location for the Ilanka Community Health Center, along with spaces for Tribal Family Services, Tribal Youth activities, SART, and DV.

Staff has not identified any specific concerns related to this request.

This area is zoned Business District.

V. APPLICABLE CODE:

7.40.040 - Letter of interest to lease or purchase.

C. The planning commission shall review the letter of interest and recommend to the city council whether to offer the real property interest for disposal by one of the methods as described in Section 7.40.060 (B).

7.40.060 - Methods of disposal.

B. In approving a disposal of an interest in city real property, the city council shall select the method by

which the city manager will conduct the disposal from among the following:

1. Negotiate an agreement with the party who submitted a letter of interest to lease or purchase the property;
2. Invite sealed bids to lease or purchase the property;
3. Offer the property for lease or purchase at public auction;
4. Request sealed proposals to lease or purchase the property.

Chapter 18.28 - B BUSINESS DISTRICT

18.28.010 - Permitted uses.

The following uses are permitted in the B district:

- A. All uses permitted in the R districts;
- B. Retail stores and retail service shops of all kinds, banks, offices, hotels and restaurants;
- C. Theaters, bowling alleys, assembly halls, funeral parlors;
- D. Gasoline service stations, automobile repair garages, printing, laundry and dry-cleaning establishments employing not more than ten persons for operations, other than clerical and delivery;
- E. Required off-street parking;
- F. Accessory buildings and uses;
- G. Other buildings, uses or services similar, as determined by the city planning commission, to the uses listed in this chapter in the type of services or goods sold, in the number of persons employed, in the number and types of vehicles attracted to the premises and in the effect upon adjacent areas.

18.28.020 - Building height limit.

The maximum building height in the B district shall be three stories or fifty feet; provided, however, that a building or structure thereafter erected, added to or otherwise constructed may be increased in height, provided the gross cubical content of such building or structure does not exceed the sum total of the area of the lot upon which it is to be erected multiplied by fifty.

18.28.030 - Yards.

A. Every building or portion thereof in the B district which is designed, intended or used for any purpose permitted in an R district for any other residential or dwelling purpose shall provide yards as required in the R district; provided, that when the ground floor of any such building is used for any commercial purpose, no side yard shall be required except that there shall be a side yard along the side of every lot which is not bounded by an alley and which is bordering on property in any R district.

B. Yards shall not be required otherwise, except that no building shall be erected nor shall any use of land be conducted so that the same will be closer than thirty feet to the center line of any street adjoining the lot.

18.28.040 - General conditions.

A. All selling, dealing in or displaying of goods or merchandise by shops, stores or businesses shall be entirely conducted and located within a permanent building unless otherwise specifically excepted.

B. No stores or businesses shall involve any kind of manufacture, compounding, processing or treatment of products except that which is clearly incidental and essential to the authorized use and provided that:

1. No more than ten persons are engaged in the manufacture, compounding, processing or treatment of products or servicing and repairing appliances, equipment, etc.;
2. Not more than twenty percent of the ground floor area of any building shall be used for such purposes;
3. Such operations or products are not objectionable due to odor, dust, smoke, noise, vibrations or other similar nuisances.

C. All exterior walls of buildings hereafter erected, extended or structurally altered which face a street or property in an R district shall be designed, treated and finished in a uniform and satisfactory manner

approved by the planning commission.

VI. LEGAL ISSUES:

Legal review of the lease or purchase will be conducted prior to final approval by City Council.

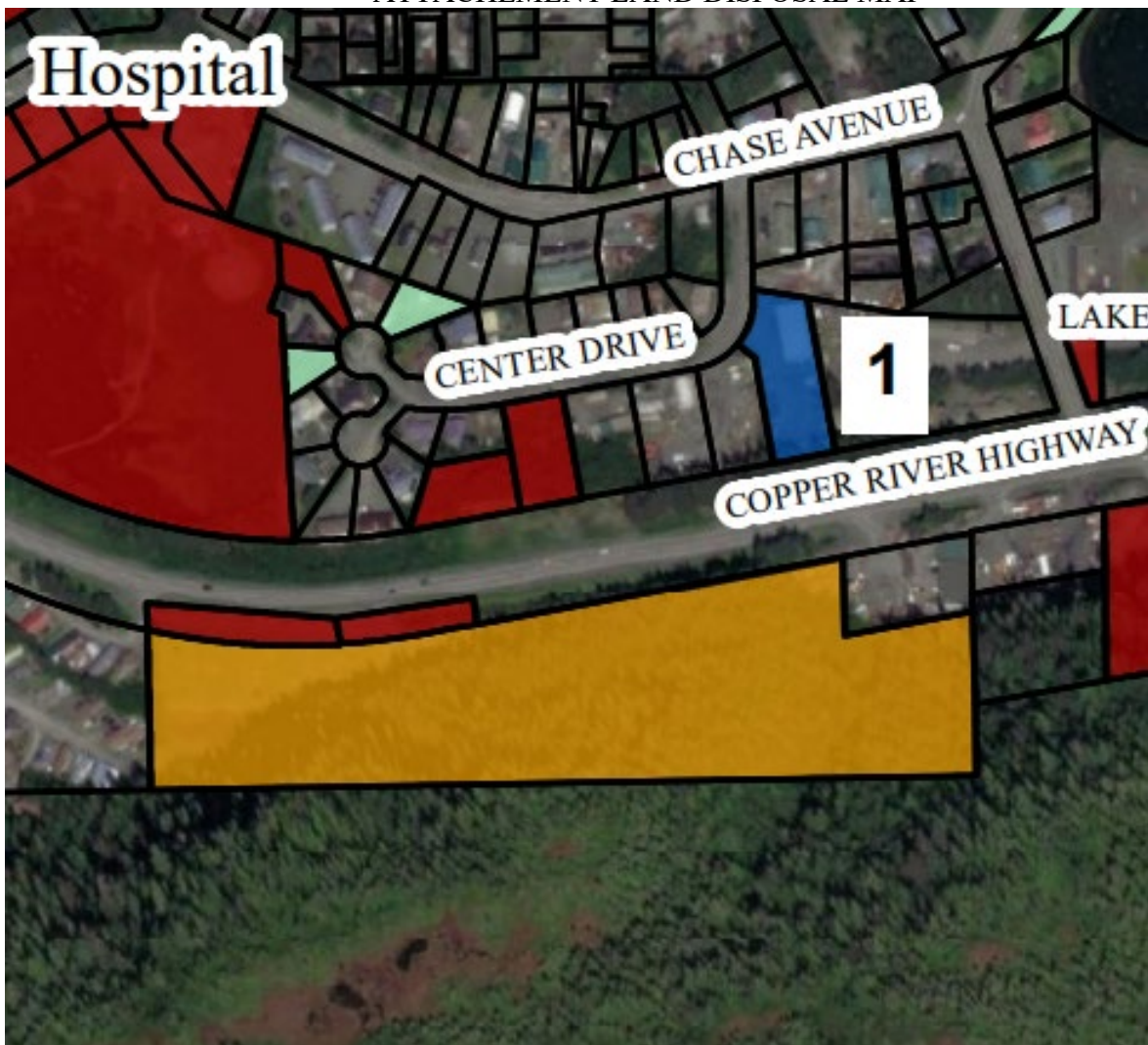
VII. SUMMARY AND ALTERNATIVES:

The Planning Commission may make a motion to recommend or not recommend the disposal of the lot in question.

VIII. ATTACHMENTS:

1. Land Disposal Map
2. Plat of Tract B, Terminal Ground B Subdivision
3. Letter of Interest

ATTACHEMENT LAND DISPOSAL MAP



NOTES

1. The error of closure of this survey does not exceed 1:5000.
2. All bearings are true bearings as oriented to the Basis of Bearings.
3. All distances shown have been reduced to horizontal ground distances.
4. Water supply and/or sewage disposal systems shall be located, constructed and equipped in accordance with the requirements, standards, and recommendations of the State of Alaska Department of Environmental Conservation, which governs those systems. Individual land owners should contact that department to ensure compliance with regulations.
5. Portions of the subdivision may contain wetlands and may require an Army Corps of Engineers Permit prior to any development. It is the individual land owner's responsibility to obtain this permit. A wetlands delineation was not performed for this survey.
6. All development work within Copper River Highway right-of-way requires approval from the Alaska Department of Transportation and Public Facilities.

Typical Monument Set

5/8" REBAR WITH 2" ALUM. CAP



TAX CERTIFICATIONS

All real property taxes are levied by the City of Cordova on the area shown on this plat have been paid through 8/15/22.

Attest: [Signature] City Clerk Date 8/15/22

PLAT APPROVAL

This plat conforms to the requirements of the city of Cordova Planning and Zoning commission and is hereby accepted as the official plat, subject to any and all conditions and requirements of ordinance and law pertaining thereto.

[Signature] City Manager Date 8/15/22
[Signature] Chairman, Planning & Zoning Commission Date 8-15-22
[Signature] Platting Official Date 8/15/2022

OWNERSHIP AFFIDAVIT

We hereby certify that we are the owners of the property shown and described hereon. We hereby request approval of this plat.

[Signature] Date 8-15-22
[Signature] Trustee
Spotted Family Trust
As to Tract A

NOTARY'S ACKNOWLEDGMENT

Subscribed and sworn to before me this _____ Day of _____

2022, for David Siostedt

[Signature]
Notary Public for the State of Alaska
My Commission Expires 1-28-26

OWNERSHIP AFFIDAVIT

We hereby certify that we are the owners of the property shown and described hereon. We hereby request approval of this plat.

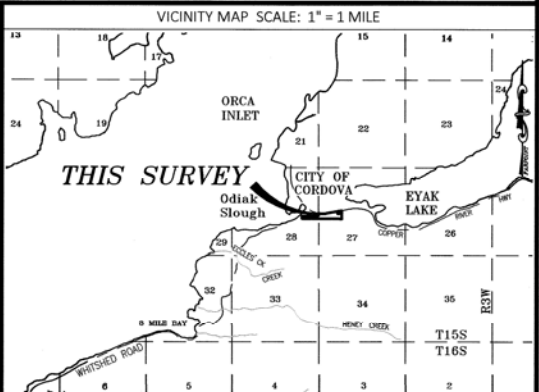
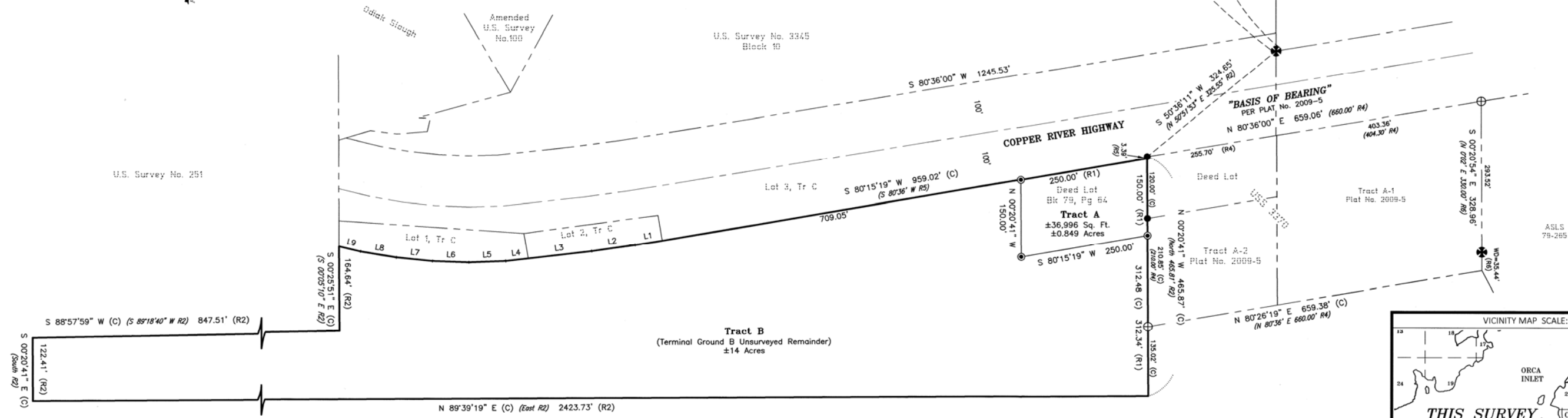
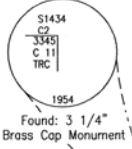
[Signature] Date 8/15/22
Helen Howarth, City Manager
As to Tract B

NOTARY'S ACKNOWLEDGMENT

Subscribed and sworn to before me this 15 Day of August

2022, for Helen Howarth

[Signature]
Notary Public for the State of Alaska
My Commission Expires 1-28-26



LINE TABLE (C)			LINE TABLE (R5)		
LINE	BEARING	DISTANCE	LINE	BEARING	DISTANCE
L1	S 80°39'19" W	53.59'	L1	S 81°00'00" W	53.59'
L2	S 81°41'19" W	85.41'	L2	S 82°02'00" W	85.41'
L3	S 83°18'19" W	124.64'	L3	S 83°39'00" W	124.64'
L4	S 83°43'19" W	44.06'	L4	S 84°04'00" W	44.06'
L5	S 87°54'19" W	71.66'	L5	S 88°15'00" W	71.66'
L6	N 88°14'41" W	71.02'	L6	N 87°54'00" W	71.02'
L7	N 84°24'41" W	71.02'	L7	N 84°04'00" W	71.02'
L8	N 80°34'41" W	71.02'	L8	N 80°14'00" W	71.02'
L9	N 76°44'41" W	43.15'	L9	N 76°24'00" W	43.15'

SURVEYOR'S CERTIFICATE

I, Robert O. Lumpkin, hereby certify that I am properly registered and licensed to practice land surveying in the state of Alaska and that this plat represents a survey made by me or under my direct supervision, that the monuments shown hereon actually exist as described, and that all dimensions and other details are correct.



LEGEND

- ⊕ RECOVERED BLM MONUMENT
- ⊕ RECOVERED 5/8" REBAR WITH 2" ALUMINUM CAP
- RECOVERED 5/8" REBAR
- ⊙ SET 5/8" X 30" REBAR WITH 2" ALUMINUM CAP
- (R1) DEED RECORDED IN BOOK 79 AT PAGE 64
- (R2) Deed Book III, Pages 158-168
- (R3) Plat No. 2001-15
- (R4) Plat No. 2009-5
- (R5) U.S. Survey No. 3345
- (R6) U.S. Survey No. 3370
- (P) PROPORTIONED THIS SURVEY

2022-9
Plat #
Cordova
Rec Dist
8-23 2022
Date
Time 11:09 AM

FINAL PLAT OF
Terminal Ground B Subdivision
Creating Tract A & Tract B
A Subdivision of
Terminal Ground B and Deed recorded in
Book 79 at Page 64,
Cordova Recording District, Located Within
SECTIONS 27 & 28, TOWNSHIP 15 SOUTH, RANGE 3 WEST, Copper River Meridian, Alaska.
Containing 14.868 acres more or less.

Farpoint Land Services, LLC
SURVEYING, MAPPING, LAND PLANNING, GIS
1131 E. 76th Ave., Suite 101 Anchorage, Alaska 99518
FarpointAK.com (907) 522-7770 survey@farpointak.com

Drawn: JLA Date: Aug. 09, 2022 Field Bk/Pg: 120/62 WO #: 22151
Checked: MJH Scale: 1"=100' Sheet: 1 of 1 Grid: N/A Case No. N/A

February 5, 2025

Samantha Greenwood, City Manager
City of Cordova
PO Box 1210
Cordova, AK 99574

The Native Village of Eyak (NVE) currently owns 1101 Copper River Highway (Tract A) and would like to formally inform the City of our interest in purchasing the City-owned property adjacent to this location. As shown in attached Exhibit A, NVE would like to purchase approximately 8 acres in Tract B as listed on the 2024 City of Cordova Land Disposal Maps.

This parcel of adjacent land would allow NVE to replace our aging primary care health facility with a modern, code-complaint facility to meet the current and future healthcare needs of our Tribal Members and the entire Cordova Community. Ilanka Community Health Center (IHC) is an antiquated building with many urgent concerns ranging from the roof's structural integrity to makeshift exam rooms lacking washing stations and ventilation systems. Patient safety issues include the lack of ADA-compliant entries, hallways and lavatories, and non-HIPAA-compliant crowded workspaces. Staff and patient concerns include asbestos-embedded walls, poor heating and cooling, unsafe egress with sealed and broken windows, and lack of safe tap water, forcing the use of bottled water.

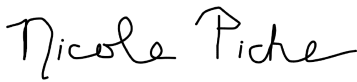
Patient and employee parking is also problematic and hazardous. Walk-in access to the building is interwoven between a busy street and vehicle parking, with limited sidewalk or flat, wheelchair access. The available space and its location make it extremely difficult to continue to provide high-quality healthcare for our community. Though NVE has invested in renovations to temporarily house our new dental clinic, and while we continue to make repairs necessary to ensure patient and staff safety, we are urgently in need of a replacement of our existing facility.

NVE is currently in the process of applying for the Indian Health Services (IHS) Joint Venture Construction Program (JVCP), which will help support a new primary care clinic for Cordova. The IHS guidelines for new healthcare construction are very stringent, and to meet the requirements, such as adequate parking and correct ground drainage, additional land is required to expand our existing site. This construction project is for a primary care facility that would be expanded to allow NVE to bring our existing medical and social services, such as our Tribal Family Services Elders program, Tribal youth activities, SART, and DV, under one roof.

The replacement of our near-obsolete healthcare facility must happen sooner rather than later to deliver safe, quality healthcare for our community. While our most urgent priority is the replacement of our outpatient facility, including expanded dental services, NVE's Ilanka Community Health Board continues to support an open dialogue with the CCMC Hospital Services Board to collaborate on long-term strategic goals which support the development of a community-based health care delivery system. We intend to continue to work in partnership with the City of Cordova and its hospital leadership on a comprehensive medical system of care solution which will meet the growing needs of our community.

We can accomplish this by working together to support efforts that would allow NVE to address our most urgent primary care facility replacement while concurrently working collaboratively on designing and developing a sustainable health campus model that will encompass Cordova's critical access hospital and long-term care services. Our intended use of this property would not compromise our common vision to provide the best possible health care for the benefit of our community members.

Sincerely,

A handwritten signature in black ink that reads "Nicole Piche". The script is fluid and cursive, with the first letters of both names being capitalized and prominent.

Nicole Piche, RN
ICHC Executive Director
Native Village of Eyak

CC: Brooke Mallory, NVE Chairwomen
Carolyn Crowder, NVE Executive Director
Amanda Hadley Coward, City Planner

NOTES

- The error of closure of this survey does not exceed 1:5000.
- All bearings are taken as true bearings as extended to the face of bearings.
- All distances shown have been reduced to horizontal ground distances.
- Water supply and/or sewer disposal systems shall be located, constructed and supported in accordance with the requirements, standards, and recommendations of the State of Alaska Department of Environmental Conservation, which governs those systems. Individual land owners should contact that department to ensure compliance with regulations.
- Portions of the subdivision may contain wetlands and may require an Army Corps of Engineers permit prior to any development. As to the individual land owner's responsibility to obtain this permit, a separate declaration was not submitted for this survey.
- All development work within Copper River Highway right-of-way requires approval from the Alaska Department of Transportation and Public Facilities.

TAXATION

All real property taxes assessed by the City of Cordova on the area shown on this plat have been paid through 8/15/12.

PLAT APPROVAL

This plat conforms to the measurements, all of the City of Cordova Planning and Zoning Commission and has been accepted as the official plat, subject to any and all conditions and requirements of engineers and law enforcement agencies.

Cordova Planning & Zoning Commission
Date: 8/15/12
City Manager: [Signature]
Chairman: [Signature]
Voting Officer: [Signature]

NOTARY AFFIDAVIT

I, the Notary Public herein named, do hereby certify that I am the owner of the property shown and described herein. We hereby certify approval of this plat.

Daniel J. Spitz Date: 8-15-12
Daniel J. Spitz Date: 8-15-12
Notary Public for the State of Alaska
My Commission Expires: 8-15-12

NOTARY'S ACKNOWLEDGMENT

Subscribed and sworn to before me this 15 day of August, 2012, at Cordova, Alaska.
Notary Public for the State of Alaska
My Commission Expires: 8-15-12

OPTIONAL SEAL
Notary Seal - State of Alaska
Notary Seal - State of Alaska

Typical Monument Set
See Notes under "TYPICAL MONUMENT SET"

SURVEYOR'S CERTIFICATE

I, Robert C. Samuels, hereby certify that I am properly registered and licensed to practice land surveying in the state of Alaska and that this map and report were made by me or under my direct supervision, that the measurements thereon were strictly well as controlled, and that all dimensions and other details are correct.

LEGEND

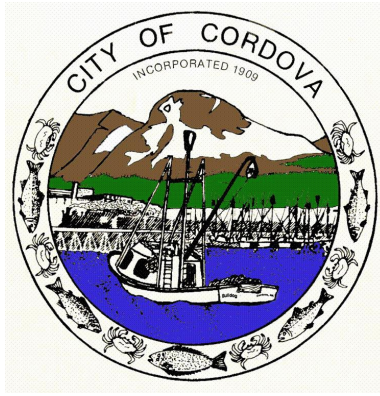
- (S) RECORDED SURVEY MONUMENT
- (R) RECORDED OPEN ROAD WITH 2" ALUMINUM CAP
- (C) RECORDED 10" IRON PIPE
- (S) 2" X 4" W/ 10' HEAD WITH 2" ALUMINUM CAP
- (P) DEED RECORDED IN BOOK TRACT PAGE 64
- (D) Deed Book, Page 124-126
- (M) Plat No. 2800-5
- (L) U.S. Survey No. 2345
- (U) U.S. Survey No. 2510
- (F) REPRODUCED FROM SURVEY

VICINITY MAP SCALE: 1" = 1 MILE

Terminal Ground B Subdivision
Creating Tract A & Tract B
A Subdivision of
Terminal Ground B and recorded in
Book 79 at Page 64,
Cordova Recording District, Located Within
Sections 27 & 28, Township 50 North, Range 1 West, Copper River Meridian, Alaska
Containing 168.66 acres more or less.

Fairpoint Land Services, LLC
Professional Land Surveyors
1131 E. 7th Ave., Suite 100 | Anchorage, Alaska 99515
Phone: (907) 552-7770 | www.fairpointland.com

Drawn By: [Signature] Date: Aug. 20, 2012 Filed With: 12562 Date Rec'd: 8/27/12
Checked By: [Signature] Scale: 1"=100' Sheet: 1 of 1 Cont'd N/A Case No.: 2251



AGENDA ITEM # 10c

Planning Commission Special Meeting Date: 02/11/2025

PLANNING COMMISSION COMMUNICATION FORM

FROM: Amanda Hadley Coward, City Planner

DATE: Tuesday February 11, 2025

ITEM: Conditional Use Permit – Mixed Use / Multiple Dwellings Within Industrial Zone
– Lot 4A, North Fill Development Park

NEXT STEP: Decide Whether to Grant Conditional Use Permit

☐ INFORMATION
☒ **MOTION**
☐ RESOLUTION

I. REQUEST OR ISSUE:

Requested Actions: Grant of Conditional Use Permit for Two Dwellings Above Structure
Applicant: Bayside Storage, Paul & Linda Kelly
Parcel Number: 02-060-128
Legal Description: Lot 4A, North Fill Development Park
Zoning: Waterfront Industrial District
Lot Area: 8,267 sq. ft.

The City of Cordova received an application requesting a Conditional Use Permit (CUP) to create an 81' x 38' structure. First floor constructed with commercial storage units. The second floor would also have commercial storage units, and two (2) dwellings.

II. RECOMMENDED ACTION / NEXT STEP:

Staff has provided the following motions for the Commission to consider to open the item for discussion:

“I move that the Planning Commission grant the Conditional Use Permit request submitted by Bayside Storage, Paul & Linda Kelly and to adopt and incorporate the findings and conditions of approval within the staff report.”

Alternate motion:

“I move that Planning Commission deny the requested Conditional Use Permit”

The Conditional Use Permit can be granted with or without special conditions or denied.

III. FISCAL IMPACTS:

Additional revenue would be generated from the collection of rental taxes, water & sewer fees, and refuse fees. This would be in addition to the owner’s property taxes and storage unit sales tax.

IV. BACKGROUND INFORMATION:

Bayside Storage, Paul & Linda Kelly are seeking a Conditional Use Permit to allow for the building of a structure in the Waterfront Industrial District. This would allow for a first floor with twelve (14) commercial storage units. The second floor of this structure would have fourteen (14) commercial storage units and two (2) residential dwellings.

The zoning for the property, Waterfront Industrial District, allows for “Bunkhouses” and “Residential dwelling for watch person or caretaker” as accessory uses. The code does not clearly define what a bunkhouse or watch person dwelling consists in terms of layout and amenities. The code does not limit the number of dwellings or occupants related to bunk houses. For reference, down the street from the subject site Trident Seafood has 2 bunkhouse buildings with a total of 60 bedrooms housing around 150 people.

Bunkhouses typically consists of sleeping quarters and then common kitchen and bathroom accommodations. A watch persons quarters are typically built as a standard dwelling where all the necessary items such as bedroom, kitchen, and bathroom are within the individual unit.

The proposed plan shows that the second floor of the structure would be converted into two (2) dwellings that are built in a typical apartment type fashion, with individual units that each contain their own sleeping and cooking areas, as well as their own bathrooms. This keeps pedestrians and residential traffic off Jim Poor Avenue (formerly Seafood Lane) which is where the majority of the industrial activity in the area occurs.

The 2019 Cordova Comprehensive Plan supports this type of development in Section 3 – Housing Issues and Policies, Strategy 1 (e) where it states that the city should “Encourage and prioritize the development of permanent housing for seasonal workers, instead of temporary housing”. This proposed development could potentially be available for people that work in the industrial area, and with all the needed living amenities located within each unit it allows for a more stable long-term lifestyle.

The Planning Commission may want to consider imposing Conditions of Approval if they consider approving this proposal. Staff would suggest that the following conditions be included with an approval:

1. With land area being a limited commodity for any use, any allowed residential use should be limited to no more than 50% of the area of the building and restricted to the second floor only. This will preserve the ground floor space to remain available for industrial / commercial uses which the area is zoned for.

The Planning Commission may choose to include or remove these suggested conditions or impose different or additional conditions that they find appropriate.

Below you will find the Conditional Use Permit approval criteria in *italics* and staff's responses in normal font type.

Suggested Findings:

18.60.020 (B) – Conditional Use Permit Approval Criteria

1. *The use is consistent with the purpose of this chapter and is compatible with the zoning district and the comprehensive plan;*

This criterion is met.

The zoning district allows for bunkhouse or watch persons style dwellings as an accessory use. Watch persons quarters are built like a typical apartment but are limited to one per property, while bunkhouses do not have a limit on the occupancy. The proposed dwellings would be like the existing allowed dwelling types with the exception that unlike a bunkhouse each unit would have all the needed living amenities within each unit (sleeping, cooking, bathing) which is in line with a watch persons quarters.

The 2019 Cordova Comprehensive Plan supports this type of development in Section 3 – Housing Issues and Policies, Strategy 1 (e) where it states that the city should “Encourage and prioritize the development of permanent housing for seasonal workers, instead of temporary housing”. This proposed development could potentially be available for people that work in the industrial area, and with all the needed living amenities located within each unit it allows for a more stable long-term lifestyle.

2. *The use will not permanently or substantially injure the lawful use of neighboring properties;*

This criterion is met.

This proposed use is similar to the allowed accessory uses for the zoning district that includes dwellings.

3. *Public services and facilities are adequate to serve the proposed use;*

This criterion is met.

The public and utility services provided in the North Harbor are fully equipped to support large-scale commercial and industrial operations, including water, sewage, garbage, power, and telecommunications. Residential housing and much larger bunkhouses are already fully supported by public and utility services in this area. Available public services and facilities are adequate to serve the proposed use.

4. *The proposed use will not have a permanent negative impact on pedestrian and vehicular traffic circulation and safety substantially greater than that anticipated from permitted development; and*

This criterion is met.

This area is already subject to high levels of residential pedestrian and vehicular traffic from the large number of existing bunkhouses and watch persons quarters. This is especially true during the fishing season when the bunkhouses are at maximum capacity. The addition of these long-term year-round housing's units would not negatively affect either the on or off-season traffic circulation. This would be especially true if vehicle and pedestrian access were limited to the east side of the lot as recommended in the conditions in section VIII below.

5. *The proposed use will not adversely affect to the public's safety, health, or general welfare.*

This criterion has been met.

By meeting the above criterion and being consistent with the comprehensive plan the use does not adversely affect the public's safety, health, and general welfare.

V. LEGAL ISSUES:

The public or applicant may appeal the decision of the Planning Commission to the City Council.

VI. ENVIRONMENTAL ISSUES:

No environmental issues identified.

VII. SUMMARY AND ALTERNATIVES:

The applicant has requested that the Planning Commission grant a Conditional Use Permit to construct a structure with commercial storage units and two (2) unit residential style apartments.

The Planning Commission may approve the Conditional Use Permit with or without conditions or deny the Conditional Use Permit if they believe the approval criteria have not been met.

VIII. CONDITIONS OF APPROVAL:

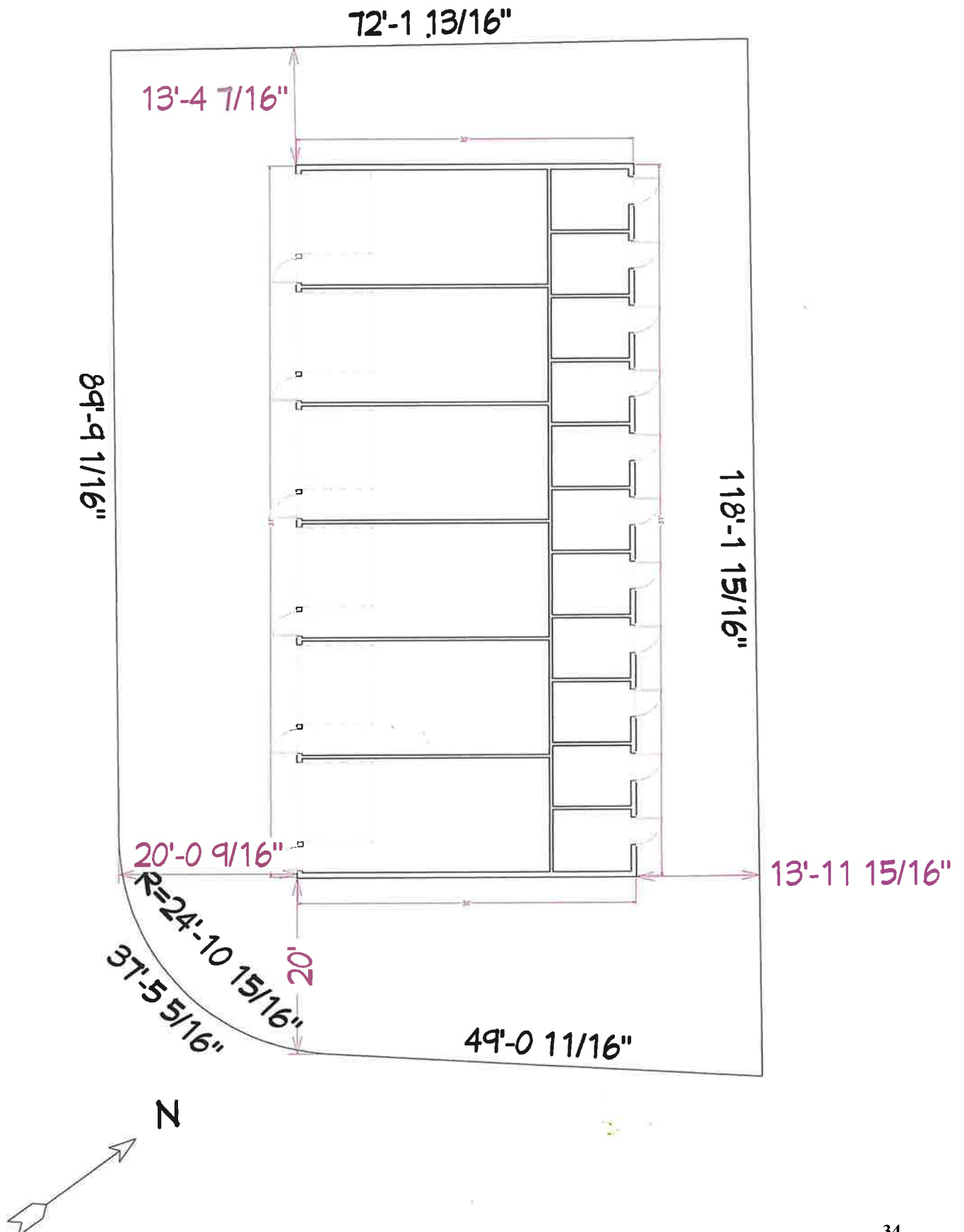
Staff Recommends the following conditions of approval:

1. Residential use is limited to no more than 50% of the area of the building.

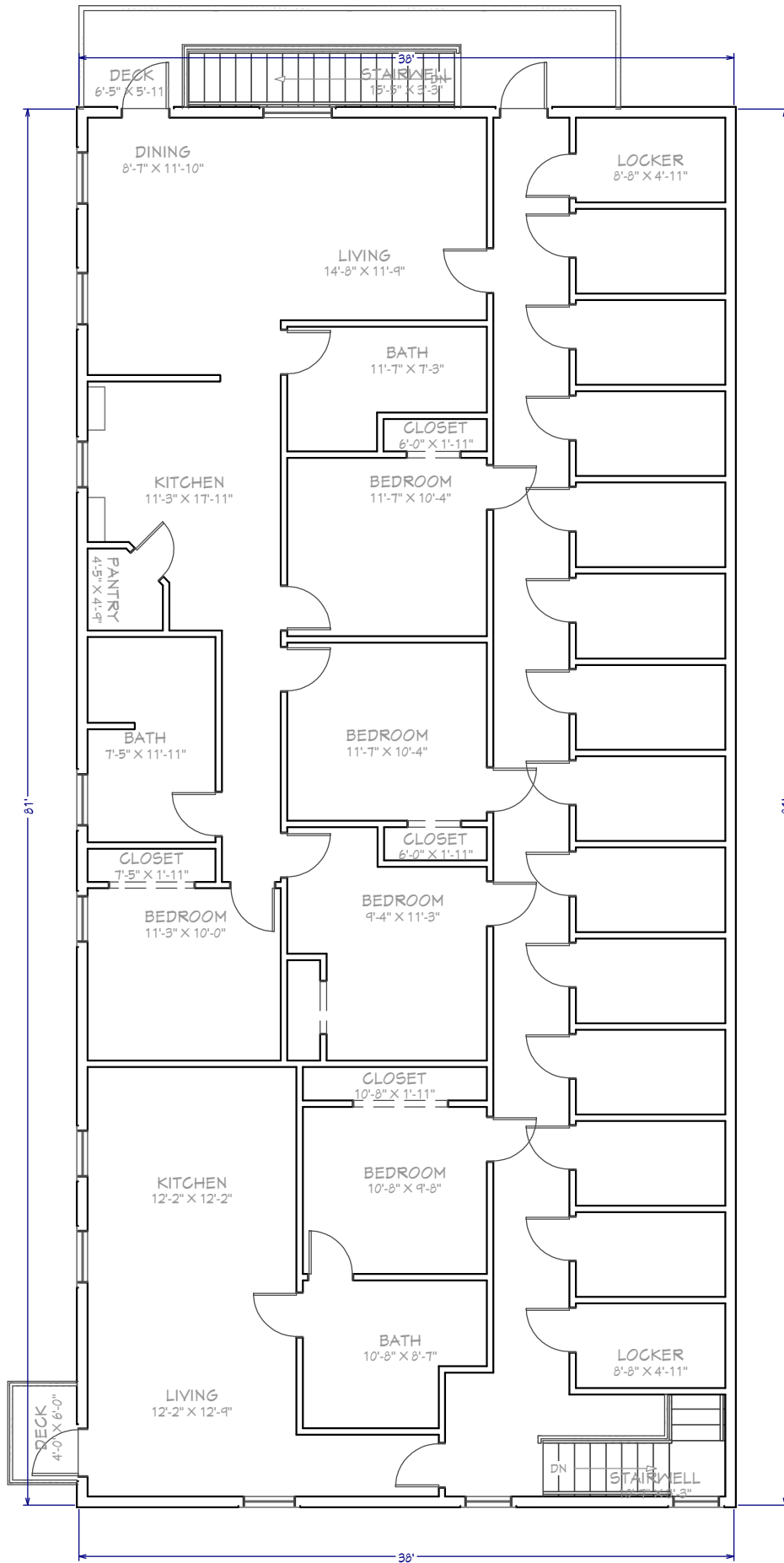
IX. ATTACHMENTS:

- A. Location Map
- B. Conditional Use Permit Application
- C. Conceptual Parking and Floor Plan

BLOCK 5 LOT 4A



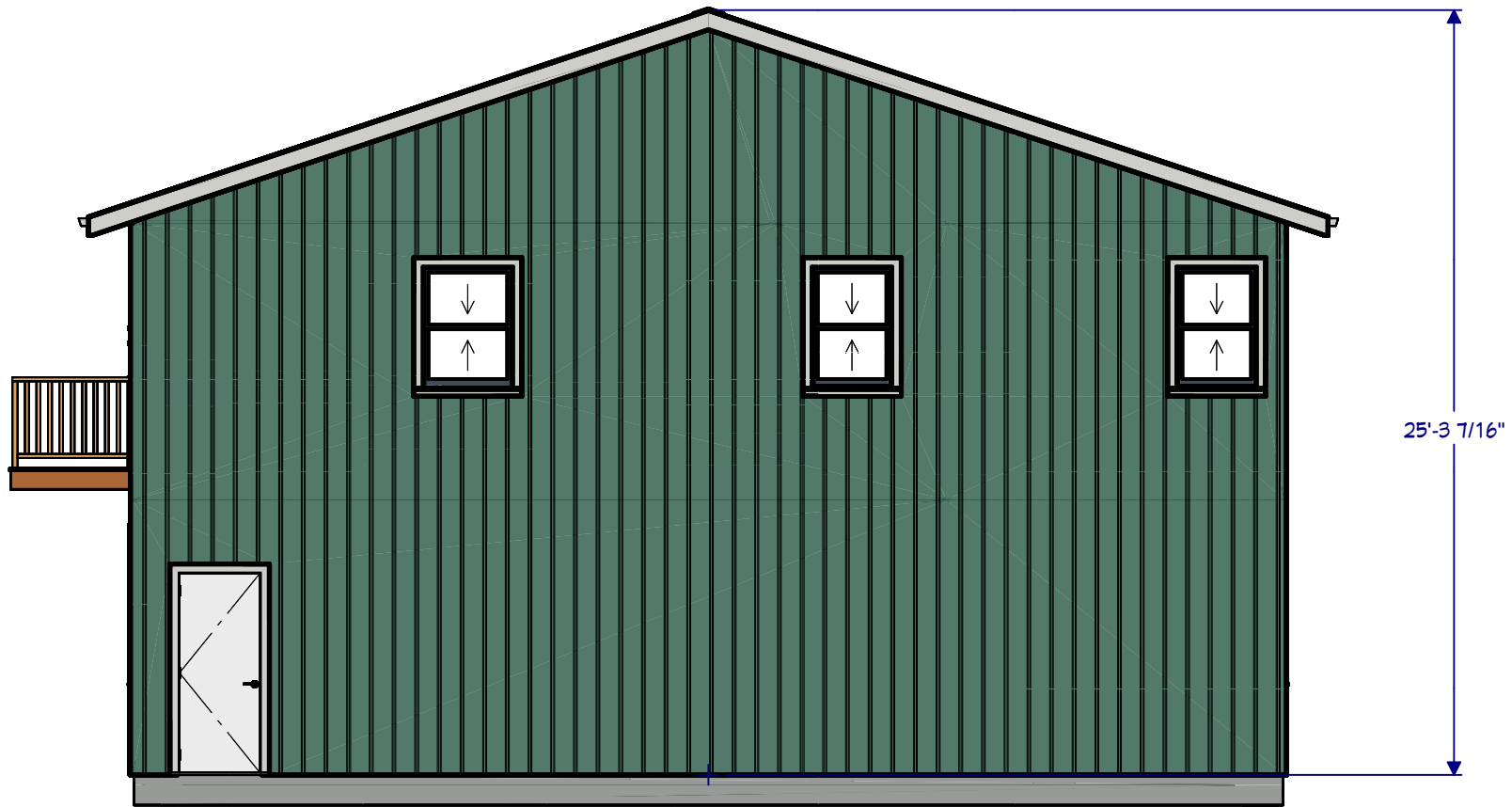


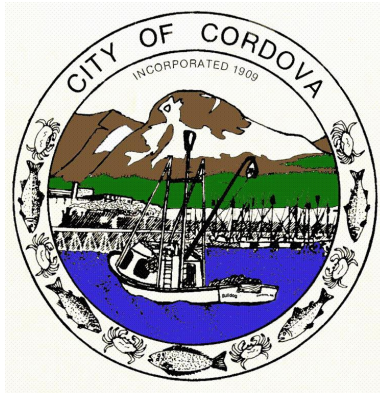


LIVING AREA
3026 SQ FT









AGENDA ITEM # 10d
Planning Commission Meeting Date: 02/11/2025
PLANNING COMMISSION COMMUNICATION FORM

FROM: Amanda Hadley Coward / City Planner

DATE: Tuesday February 11, 2025

ITEM: Discussion – Shipyard Expansion

NEXT STEP: Discuss Potential Future Expansion of the Shipyard

☐ INFORMATION
☐ MOTION
☒ RESOLUTION

I. REQUEST OR ISSUE:

Commissioner Rainey has requested that a discussion item be placed on the agenda to discuss future expansion of the shipyard.

A Resolution was passed by the Harbor Commission on Wednesday January 08, 2025, in support of the shipyard expansion.

Attachments:

- Area Map
- Shipyard Plat
- 2014 Harbor Facilities Uplands Master Plan
- 2024 Land Disposal Map
- 2 Land/Ocean Google Earth Area Views
- Harbor Commission Resolution 1-25-01

II. RECOMMENDED ACTION / NEXT STEP:

No motion required. The Chair should introduce the topic and open it for discussion.

III. FISCAL IMPACTS:

Unknown at this time, further investigation into the scope of the project would be needed to ensure that factors impacting the cost were known.

IV. BACKGROUND INFORMATION:

Commissioner Rainey has requested that a discussion item be placed on the agenda to discuss future expansion of the shipyard. This was initially brought to the Planning Commission at their 10/8/2024 meeting. At that meeting it was discussed that there is general support by the Commission, but that before they had further discussions the Harbor Commission should weigh in.

The Harbor Commission at their 1/8/2024 Regular Meeting had a discussion about the future expansion of the shipyard and is in support of this project. They see the need for the shipyard expansion being necessary to increase the number of boats that stay in Cordova during the winter months. Currently many boats leave in the winter to either be dry docked elsewhere or to have work done that cannot be done in Cordova due to the lack of proper shipyard facilities. The Harbor Commission passed a resolution of support which is attached to this memo.

Staff has provided some information that may be relevant to the conversation as attachments.

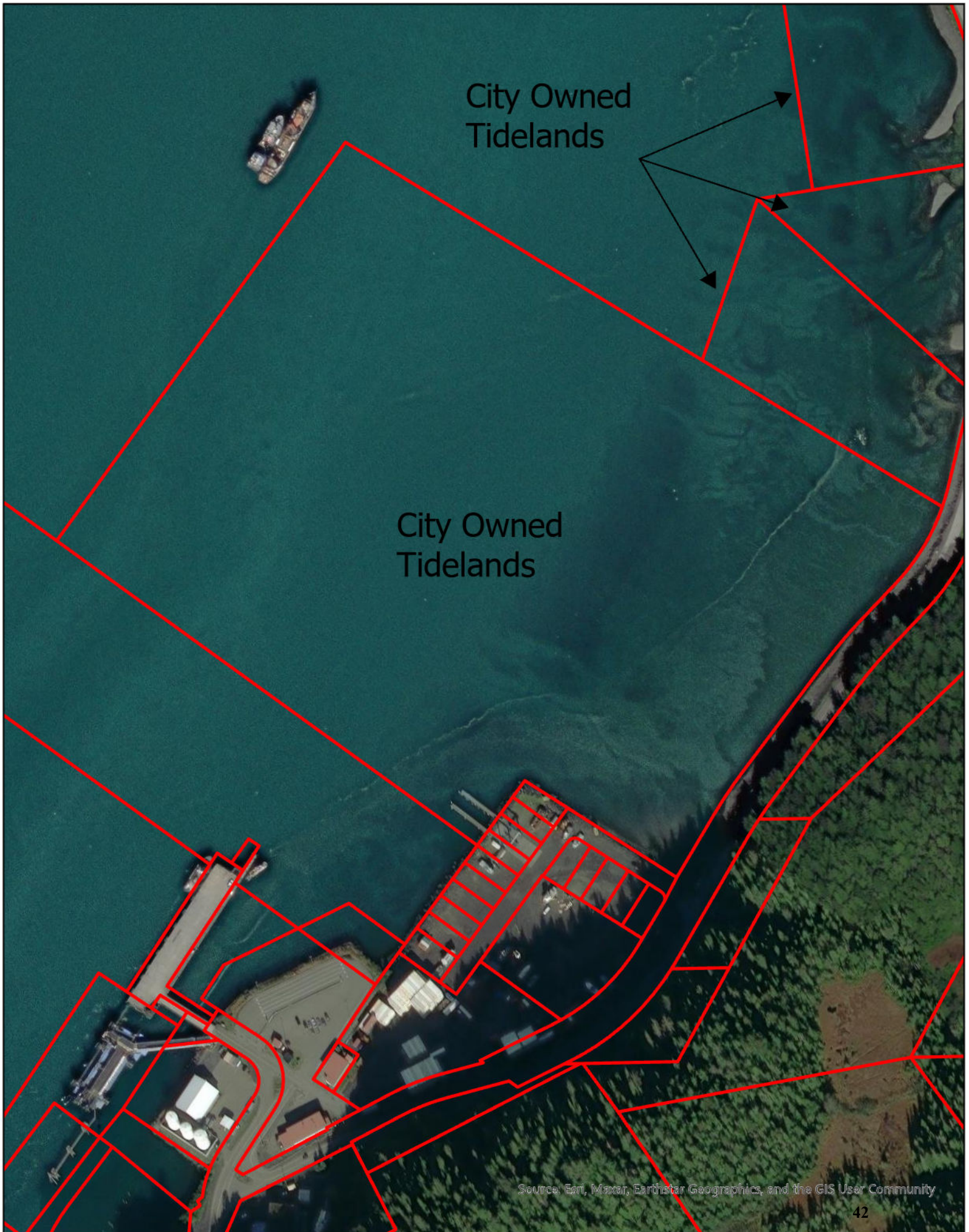
VI. LEGAL ISSUES:

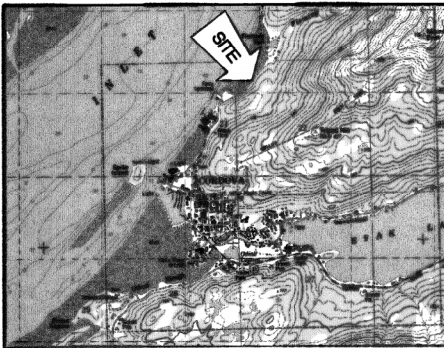
N/A

VII. SUMMARY AND ALTERNATIVES:

At the request of the Harbor Commission the Planning Commission has discussed the future expansion of the shipyard. The Harbor Commission is in support of the expansion of the shipyard. The Planning Commission is also in support of the expansion of the shipyard.

At the request of the Harbor Commission the Planning Commission has discussed the future expansion of the shipyard. The Planning Commission is not in support of the expansion of the shipyard.





VICINITY MAP

SOURCE: USGS QUADRANGLE
CORDOVA (C-5) SW

LEGEND

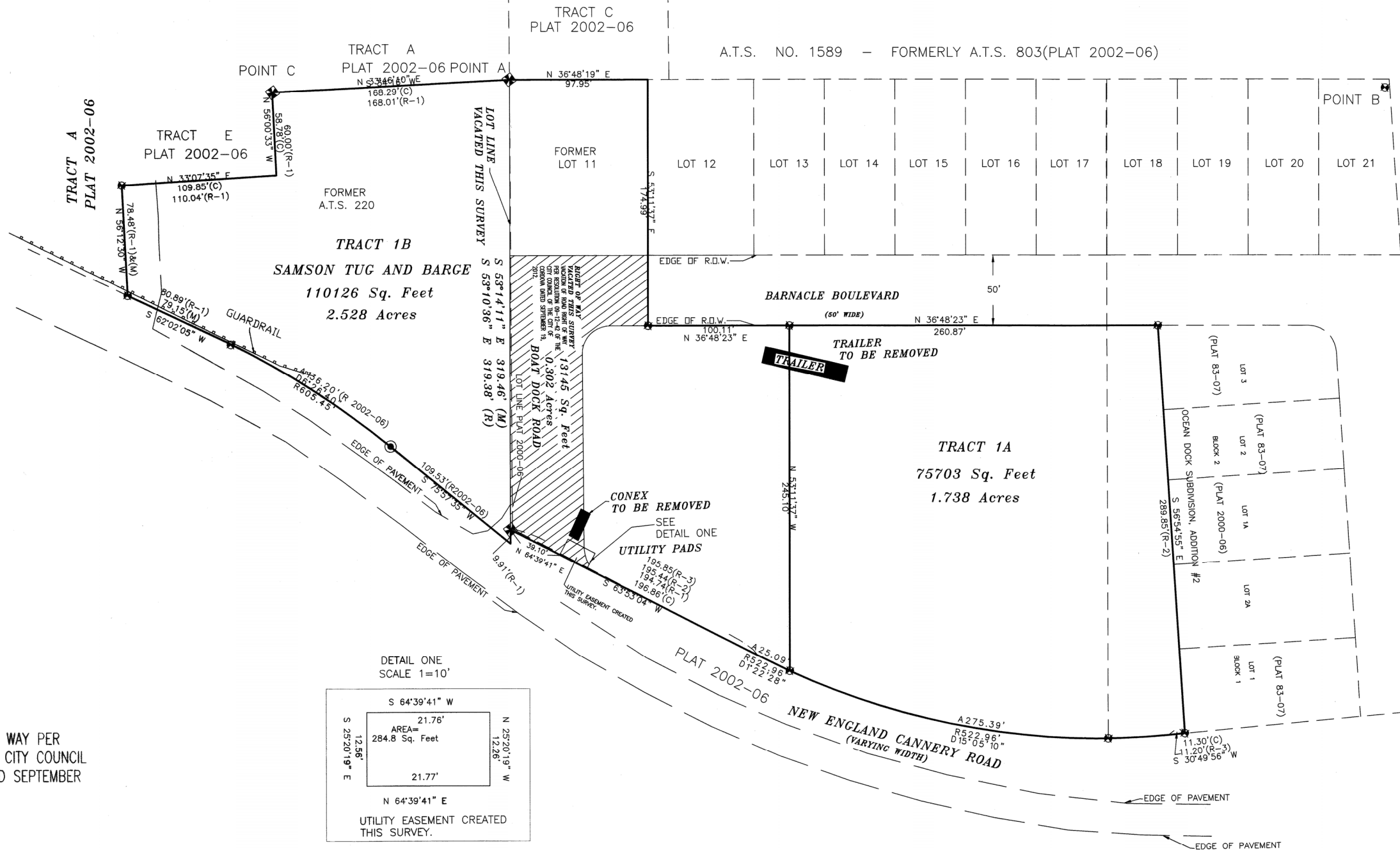
- SET 2" ALUMINUM CAP
- FOUND REBAR - NO CAP
- FOUND 1-1/2" ALUMINUM CAP
- FOUND 2" ALUMINUM CAP
- FOUND 3-1/4" BRASS CAP
- (M) MEASURED DIMENSION
- (R-1) RECORD DIMENSION PLAT 2002-6
- (R-2) RECORD DIMENSION PLAT 2000-6
- (R-3) RECORD DIMENSION PLAT 1983-7
- (C) COMPUTED DIMENSION

NOTE:

1. VACATION OF ROAD RIGHT OF WAY PER
RESOLUTION 09-12-42 OF THE CITY COUNCIL
OF THE CITY OF CORDOVA DATED SEPTEMBER
19, 2012.

NOTES:

- SUBJECT TO ALL CONDITIONS, SERVITUDE'S, EASEMENTS, COVENANTS, RESERVATION, RESTRICTIONS AND RIGHTS OF WAY OF RECORD.
- SUBJECT TO ALL COPY RIGHT LAWS.
- ST. DENNY SURVEYING INC. ASSUMES NO RESPONSIBILITY OR LIABILITY FOR ANY ERRORS OR OMISSIONS OF ANY KIND WHATSOEVER IN TERMS OF CONTENT SHOWN HEREON AND DISCLAIMS ALL WARRANTIES AND/OR CONDITIONS, EXPRESS OR IMPLIED, TO THE CONTENT INTO ANY MATTER RELATING TO THE INFORMATION SHOWN HEREON.
- LOCATION OF PUBLIC UTILITIES ARE PER FIELD INSPECTION AND AVAILABLE RECORDS WITH NO GUARANTEE OF THOROUGHNESS; SAID LOCATIONS ARE FOR GENERAL REFERENCE ONLY AND NOT TO BE USED FOR CONSTRUCTION OR ENGINEERING PURPOSES.



BASIS OF BEARING—HELD POINT A FOR
POSITION AND POINT B FOR LINE. THIS
POSITION WAS USED TO ESTABLISH LOTS IN
A.T.S. 1589, OCEAN DOCK SUBDIVISION
AND RIGHT OF NEW ENGLAND CANNERY.
HELD POINT A FOR POSITION AND POINT C FOR
LINE TO ESTABLISH LOTS IN A.T.S. 220. AND
LOTS ON PLAT 2002-06. THIS IS THE BEST
FIT WITH EVIDENCE FOUND IN THE FIELD.
PLAT 2000-01 USED 3/4" ALUMINUM CAP
FOUND WHICH IS THE EASTERLY MONUMENT
BETWEEN LOTS 17 AND 18. THEN PLAT
2002-06 PLAT USED THE 2" ALUMINUM CAP
BETWEEN LOTS 17 AND 18 WHICH IS THE
MOST WESTERLY MOST MONUMENT BETWEEN
LOTS 17 AND 18. THIS CREATED TWO LOT
LINES FOR THE INTENDED SAME LOT LINE
WHICH IS THE EASTERLY LOT LINE OF TRACT B.
THE SURVEYS AFTER THESE PLATS SEEMED
TO BE BASED INDEPENDENTLY ON EACH PLAT
IN EACH INDEPENDENT A.T.S. THIS IS WHAT
APPEARS TO BE THE CASE IN THE MONUMENTS
WE FOUND.

2013-2
Cordova
DATE 4/1/2013
TIME 1:34 PM

OWNERSHIP AFFIDAVIT

I HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY DESCRIBED HEREON.
I HEREBY DEDICATE TO THE PUBLIC ALL EASEMENTS FOR PUBLIC UTILITIES, STREETS, ALLEYS,
THOROUGH FAIRWAYS, PARKS AND OTHER PUBLIC AREAS SHOWN HEREON.

Paul J. Moore DATE 3/19/13
CITY OF CORDOVA REPRESENTATIVE

OWNERSHIP AFFIDAVIT

I HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY DESCRIBED HEREON.
I HEREBY DEDICATE TO THE PUBLIC ALL EASEMENTS FOR PUBLIC UTILITIES, STREETS, ALLEYS,
THOROUGH FAIRWAYS, PARKS AND OTHER PUBLIC AREAS SHOWN HEREON.

George Bazar DATE 3/19/13
SAMSON TUG AND BARGE COMPANY INC. REPRESENTATIVE

NOTARY ACKNOWLEDGMENT

SUBSCRIBED AND SWORN TO BEFORE ME THIS 19th DAY OF March 2013

S. B. DATE 3/19/13
FOR THE CITY OF CORDOVA REPRESENTATIVE



NOTARY ACKNOWLEDGMENT

SUBSCRIBED AND SWORN TO BEFORE ME THIS 7th DAY OF March 2013

Juli Audette DATE 3-7-13
FOR THE SAMSON TUG AND BARGE COMPANY INC. REPRESENTATIVE



TAX CERTIFICATE

I HEREBY CERTIFY THAT ACCORDING TO THE RECORDS OF THE CITY OF CORDOVA ALL
TAXES ASSESSED AND DUE AGAINST SAID LAND AND IN FAVOR OF THE CITY OF CORDOVA ARE
PAID IN FULL.

DATED AT CORDOVA ALASKA, THIS 20th DAY OF March 2013

S. B.
CITY OF CORDOVA CLERK

PLAT APPROVAL

CITY OF CORDOVA PLANNING AND ZONING COMMISSION

RECEIVED *Sharon Lukay* DATE 3-5-13

APPROVED *Sharon Lukay* DATE 3-12-13

CHAIRMAN *Tom Babin* DATE 3-18-2013

THIS IS TO CERTIFY THAT WITHIN PLAT IS DULY APPROVED IN ACCORDANCE WITH THE CITY OF CORDOVA

CITY CODE THIS 19th DAY OF March 2013

CITY MANAGER *Paul J. Moore*

CITY CLERK *S. B.* DATE 3/20/13

COMMUNITY DEVELOPMENT DIRECTOR *Paul J. Moore* DATE 3/19/13

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I AM PROPERLY REGISTERED AND
LICENSED TO PRACTICE LAND SURVEYING IN THE STATE OF
ALASKA. THAT THIS AS-BUILT REPRESENTS A SURVEY MADE BY
ME OR UNDER MY DIRECT SUPERVISION AND THAT THE
MONUMENTS SHOWN HEREON ACTUALLY EXIST AS DESCRIBED
AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT.

DATE 2-12-2013 REGISTRATION NO 10197

MARK R. STENNY REGISTERED LAND SURVEYOR

REPLAT TRACT 1 OF

OCEAN DOCK SUBDIVISION ADDITION #2

AND PART OF ALASKA TIDELAND SURVEY #220

ALSO VACATION OF PART OF BOAT DOCK ROAD

AND VACATION OF PART OF BARNACLE BOULEVARD

CREATING:

TRACT 1A OCEAN DOCK SUBDIVISION ADDITION #2

TRACT 1B SAMSON TUG AND BARGE

ALASKA TIDELAND SURVEY #220

CORDOVA RECORDING DISTRICT

DRAWN BY DATE SCALE
PREPARED FOR: MSTD 5-29-12 1"=40'
CITY OF CORDOVA
ST. DENNY SURVEYING INC.
P.O. BOX 388, KODIAK, ALASKA 99615 (907) 481-3500

CITY OF CORDOVA

HARBOR FACILITIES/UPLANDS MASTER PLAN

The purpose of this document is to provide the Harbor Commission, city council, city administration and city staff direction for the future maintenance, use and development of the Cordova Harbor facilities and the immediate adjacent harbor area uplands.



Prepared by Cordova Harbor Dept., 2012, Updated 2014

FACILITIES

OLD HARBOR – Originally constructed in 1938, this facility was re-built following the 1964 earthquake. In 2005, after 41 years, this facility was completely renovated using funds received from the State in a transfer of ownership agreement which gave the City full ownership of the entire harbor. This facility is constructed using wooden floats, supported by steel piles and has the capacity to moor 214 vessels. **Current condition: Excellent**

Future Needs Within:

- ❖ 5 Years – Minor maintenance
- ❖ 10 Years – Minor maintenance/limited replacement of float components such as bull rails, decking, utilities where necessary.
- ❖ 20 Years- Maintenance to major components becomes more significant and frequent. Ongoing replacement of floats, decking, utilities should continue. Discussion regarding renovation should begin as this facility will be 26 years old. As part of renovation discussion, consideration should be given to installing sheet pile the length of Breakwater Ave. on the harbor side to provide for expanded parking, sidewalks or additional dock space.

LOADING DOCK – This facility was also rebuilt following the 1964 earthquake. The decking was replaced in 1998 and again in 2010. The old gantry style hoist was removed in 2010 and replaced with a hydraulic hoist. There are no known problems with existing piling or bracing. **Current condition: Good**

Future Needs Within:

- ❖ 5 Years- Replacement of decking where needed.
- ❖ 10 Years- Evaluation of support piles and bracing. Replacement of all decking.
- ❖ 20 Years-Evaluation of entire facility for useful life remaining.

OLD GRID- This facility is a 180'/90 ton wooden grid which was constructed following the 1964 earthquake. It has had some replacement of timbers in the early 90's but no other maintenance. Several of the supporting piling are rotten. The Harbor Department placed a vessel length limit of 40' on this facility in the late 1990's to help reduce damage. The trestle and dock associated with this grid have had some minor piling repair and bracing replacement. The building on this dock is currently being used as offices for the Prince William Sound Science Center. It has had extensive repairs and upgrades but is an old structure and should be evaluated in the future to determine if it retains any useful life. The deck to this trestle was replaced in 1998. **Current condition:**

GridPoor to Fair, Trestle-Fair

Future Needs Within:

- ❖ 5 Years-Replacement of grid timbers and trestle decking as needed.

- ❖ 10 Years-Evaluation of entire facility including the building. Based on the evaluation of the facility, decide whether to close and remove entire facility including grid, trestle, dock and building. This area could be used as a location for future expansion of harbor facilities. Possibilities include a new grid, more slips, and new airplane float.
- ❖ 20 Years-Construction of a new facility in this area.

OLD HARBOR APPROACH #4- This facility was constructed following the 1964 earthquake and the only maintenance performed has been decking replacement. During the renovation of the Old Harbor in 2005, this approach had a complete decking replacement. The building on this approach, although appears to be in fair condition, is approximately 46 years old. To eliminate future maintenance, this structure should be removed once it has reached the end of its useful life. The gangway on this approach was installed during the 2005 renovation and is in excellent condition. **Current condition: Good**

Future Needs Within:

- ❖ 5 Years- Replacement of all decking.
- ❖ 10 Years- Evaluation of all decking, support piles and bracing and replace as needed. Evaluation of building and removal if necessary. Evaluation of gangway and repair where necessary.
- ❖ 20 Years- Evaluation of support piles, bracing and replace as needed. Replacement of all decking. Evaluation of building (if still in existence) and removal if necessary. Evaluation of gangway and repair where necessary.

OLD HARBOR APPROACH #5- This facility was constructed following the 1964 earthquake and the only maintenance performed has been decking replacement. The decking was replaced in 1998 and again in 2010. The gangway on this approach was installed during the 2005 renovation and is in excellent condition. **Current condition: Good**

Future Needs Within:

- ❖ 5 Years-Continued replacement of decking as needed.
- ❖ 10 Years- Evaluation of all decking, support piles and bracing and replace as needed. Evaluation of gangway and repair where necessary.
- ❖ 20 Years- Evaluation of entire facility for remaining useful life.

NEW HARBOR-This facility was constructed with the expansion of the harbor beginning in the early 80's. It is currently 27 years old. This is primarily a concrete float facility with wooden components to tie it together. The transient float is wood with steel and wood piles. The remainder of the harbor has a combination of wood and steel piles. Although the concrete in this facility has held up well, we are starting to see the wooden components and concrete beginning to fail. The waterline was replaced in the mid-90's with an HDPE line which, since its introduction, has required very little maintenance.

Electrical components have had to be replaced at frequent intervals. H and I Floats have experienced significant damage due to winter storms which produces a swell which enters the harbor uninterrupted. In 1994, the State of Alaska spent approximately \$100,000 repairing damage from the north wind. Since that time, the harbor has seen the loss of several more finger floats due to the same north swells. This harbor has the capacity to moor 501 vessels. This facility should provide another 10-15 years of reliable service. **Current condition: Fair to Poor**

Future Needs Within:

- ❖ 5 Years-Continued replacement of and maintenance to structural components and utilities. Replace float systems in multiple phases, commencing with G float. Complete an evaluation of facility condition with preliminary design and cost estimate for facility replacement.
- ❖ 10 Years-Continued replacement of and maintenance to structural components and utilities including replacement of floats damaged by north winds. Efforts to secure funding for facility replacement should be in progress.
- ❖ 15 Years-Complete replacement or renovation of facility

NEW GRID-This facility is a 160'/250 ton steel grid and was constructed during the harbor expansion of the early 80's. During the first twenty years of its existence, this facility required frequent replacement of the wooden timbers. The last complete replacement of the wooden components was in 1997. In 2006, all of the wooden timbers were replaced with HDPE. Since that time, no maintenance has been required at this facility. **Current condition: Very good**

Future Needs Within:

- ❖ 5 Years-Monitor silt accumulation around lower grid bents and remove as necessary.
- ❖ 10 Years- Monitor silt accumulation around lower grid bents and remove as necessary. Complete an evaluation of all grid components, including steel piling, catwalk and HDPE timbers and replace items where necessary.
- ❖ 20 Years- Monitor silt accumulation around lower grid bents and remove as necessary. Complete an evaluation of all grid components, including steel piling, catwalk and HDPE timbers and replace items where necessary.

NEW HARBOR APPROACH #1-This facility was constructed during the New Harbor construction of the early 80's. Since that time, no maintenance or repairs has been required at this approach. **Current condition: Good**

Future Needs Within:

- ❖ 5 Years-Replace planks and bullrails as needed.
- ❖ 10 Years- Continued replacement decking where needed. Complete an evaluation of facility condition with preliminary design and cost estimate for facility replacement.
- ❖ 15 Years- Replacement of facility.

NEW HARBOR APPROACH #2- This facility was constructed during the New Harbor construction of the early 80's. Since that time, no maintenance or repairs has been required at this approach. **Current condition: Good**

Future Needs Within:

- ❖ 5 Years-Replace planks and bullrails as needed.
- ❖ 10 Years- Continued replacement decking where needed. Complete an evaluation of facility condition with preliminary design and cost estimate for facility replacement.
- ❖ 15 Years- Replacement of facility.

NEW HARBOR APPROACH #3- This facility was constructed during the New Harbor construction of the early 80's. Since that time, no maintenance or repairs has been required at this approach. **Current condition: Good**

Future Needs Within:

- ❖ 5 Years-Replace planks and bullrails as needed.
- ❖ 10 Years- Continued replacement decking where needed. Complete an evaluation of facility condition with preliminary design and cost estimate for facility replacement.
- ❖ 15 Years- Replacement of facility.

NEW HARBOR/NEW GRID APPROACH - This facility was constructed during the New Harbor construction of the early 80's. Since that time, no maintenance or repairs has been required at this approach. **Current condition: Good**

Future Needs Within:

- ❖ 5 Years-Replace planks and bullrails as needed.
- ❖ 10 Years- Continued replacement decking where needed. Complete an evaluation of facility condition with preliminary design and cost estimate for facility replacement.
- ❖ 15 Years- Replacement of facility.

THREE STAGE DOCK- There was major modification and enhancement of this facility during the New Harbor expansion of the early 80's. Since that time, the decking has been replaced on all levels of this dock, bullrails have been replaced, and all sway bracing under the dock has been replaced as well. **Current condition: Good**

Future Needs Within:

- ❖ 5 Years-Replace planks and bullrails as needed.
- ❖ 10 Years- Continued replacement decking where needed. Complete an evaluation of facility condition with preliminary design and cost estimate for facility replacement.
- ❖ 15 Years- Replacement of facility.

INNER HARBOR LAUNCH RAMP- This facility was constructed in 2005 with the

renovation of the Old Harbor. This launch ramp also includes an access float. Since its construction, no maintenance has been necessary. **Current condition: Excellent**

Future Needs Within:

- ❖ 5 Years-Continued monitoring of concrete planks on ramp and articulated access float. Make repairs/maintenance as needed.
- ❖ 10 Years- Continued monitoring of concrete planks on ramp and articulated access float. Make repairs/maintenance as needed.
- ❖ 20 Years- Complete an evaluation of facility condition with preliminary design and cost estimate for facility replacement.

NORTH FILL LAUNCH RAMP- This facility was constructed in 1990 and has seen considerable damage to concrete planks due primarily to landing craft use. Although still usable, this facility needs improvement work. In 2011, funds were approved by the State of Alaska in the amount of \$350,000 for launch ramp improvements. In 2013 a 3rd of the concrete planks were replaced and a seasonal floating dock with steel pilings were installed. **Current condition: Good**

Future Needs Within:

- ❖ 5 Years- Replacement of the remaining old concrete planks.
- ❖ 10 Years- Continued monitoring of facility for repairs and maintenance. Secure funding and replace facility.
- ❖ 20 Years- Continued monitoring of facility. Make repairs/maintenance as Needed.

NORTH CONTAINMENT BOAT STORAGE AREA- Since the creation of this fill, these three lots just north of Bayside Storage has been used as a city boat storage area. It has been re-organized once and the Harbor Dept., along with the Harbor Commission, has recently developed plans and guidelines for use of this area to make it more user friendly by the addition of a maintenance area with water and power beginning in 2013.

Current condition: Good

Future Needs Within: North Fill Ramp Plan

A map of the area is attached and all areas described below have a corresponding letter on the map. Here are some definitions for terms in this plan.

Accessible Winter Storage means that the road that services the storage area will be plowed by the City. It does not mean that boats, paths to boats or boat tongues will be shoveled during the winter.

Semi Accessible Winter Storage means that the boat owner can access their boat but the city will not plow the area that the boat is stored in during the winter.

North Ramp Plan -All Areas

Purpose: Provide services for both commercial and recreational users.

Summer 2013

Continue removal and cleanup of area
Place existing properties into the newly identified areas.
Develop most efficient layout for all areas

Future 1-5 years

Evaluate area as a whole make changes if needed
Evaluate fee schedules

Future 6-10 years

- 1) Explore option of year-round floating dock use
 - A) Potential Breakwater
 - B) Wake Protection
- 2) Explore tideland purchase A) Additional Harbor Space
- 3) Explore Access
 - A) Improving access from Copper River Highway to Coast Guard Lane
 - B) Accessing areas through ROWs and Using ROW

Area A Maintenance Area

Purpose: To provide an maintenance area with water and electricity for commercial boats. A daily rate will be charged for use of this area.

Summertime: Maintenance Area 4/2-10/30

Wintertime: Semi-Accessible winter storage 10/31-4/1

Summer 2013

One Power pedestal to accommodate 4 power cords 1 spigot installed.
Water would be shut off at valve box in winter (Oct 15)

Future 1-5 years

Evaluate and make changes based on previous season's use
Metered Power for every maintenance space (1 power pedestal for every 2 spaces)
Update and determine fee schedule
Water would be combined with the power pedestals and would be supplied to every maintenance space
Research covering portions of the maintenance area (temporary vs. permanent) Research possibility/feasibility of Gantry crane

Future 6-10 years

Update fee schedule as necessary
Implement covered maintenance areas

Possible 220 power source
Gantry crane- purchase and install

Area B Long-Term Storage Area

Purpose: Provide an area for long term storage. Rent will be on monthly bases. This area will also be used for Oil Spill Response equipment.

Summertime: Storage 4/2-10/30

Wintertime: Accessible winter storage 10/31-4/1

Summer 2013

Continue removal of non-operable derelict boats or other property Research
how far we can push back toward CRH

Research if EVOST barges/equipment is in best area

Research fencing possibilities to prevent snow damage to stored property Research
possible gabion (cut bank back) at Railroad Ave.

Identify best layout for the area

Future 1-5 years

Evaluate and make changes based on previous season's use

Develop implementation plan and timeline

Update Master Plan

Future 6-10 years

Implement as research is completed and plans are developed

Area C Trailer Parking Area

Purpose: To provide summer season trailer parking and winter boat/trailer storage.

Summertime: Trailer Parking 4/2-10/30

Wintertime: Accessible Winter Storage 10/31-4/1

Number of spaces determined by boat sizes

Summer 2013

Provide spaces for boat trailer parking

Organize existing vessels

Future 1-5 years

Evaluate and make changes based on previous season's use

Future 6-10 years

Implement as research is completed and plans are developed

Area D Non Permit Required Vehicle Only Parking

Purpose: Provide 72 hour parking for stand-alone vehicles.

Summertime: Vehicle Parking 4/2-10/30

Wintertime: Accessible Winter Storage 10/31-4/1
Number of spaces determined by boat sizes

Summer 2013

Provide parking spaces for vehicles only..

Future 1-5 years

Evaluate and make changes based on previous season's use

Future 6-10 years

Implement as research is completed and plans are developed

Area E Permitted Trailer Storage Area

Purpose: Provide permitted trailer parking for summer season. Provide winter boat storage.

Summertime: Trailer Parking 4/2-10/30

Wintertime: Non-Accessible Boat Storage 10/31-4/1
Number of spaces determined by boat sizes

Summer 2013

Provide spaces for boat trailer parking

Future 1-5 years

Evaluate and make changes based on previous season's use

Future 6-10 years

Implement as research is completed and plans are developed

Area F 72 hour Boat and Trailer Parking Area

*Purpose: Provide 72 hour Non-Permit required parking area for recreational boats and trailers **only**. Ramp Permit must be purchased and displayed.*

Summertime: Boat and Trailer Parking 4/2-11/30

Wintertime: Snow Dump 12/1-4/1

Summer 2013

Provide parking spaces for recreational boats and trailers.

Future 1-5 years

Evaluate and make changes based on previous season's use

Future 6-10 years

Implement as research is completed and plans are developed

Area G 24 hour Boat and Trailer Parking Area

Purpose: Provide 24 hour Non-Permit required staging area for commercial trailer and boats, like area provided across from South Ramp-Baja Taco area. Not to provide standalone vehicle parking. Ramp Permit must be purchased and displayed.

Summertime: Trailer Parking 4/2-10/30

Wintertime: Snow Dump 10/31-4/1

Summer 2013

Provide 24 hour staging area for commercial trailers and boats.

Future 1-5 years

Evaluate and make changes based on previous season's use.

Future 6-10 years

Implement as research is completed and plans are developed

Area H Permitted Trailer Storage Area

Purpose: Provide permitted trailer parking for summer season.

Summertime: Trailer Parking 4/2-10/30

Wintertime: Snow Dump 10/31-4/1

Summer 2013

Provide permitted spaces for boat trailer parking

Future 1-5 years

Evaluate and make changes based on previous season's use

Future 6-10 years

Implement as research is completed and plans are developed

Area I Outbuildings

Purpose: Provide restrooms, waste oil / antifreeze collection area and dumpsters.

Summertime Only: 4/2-10/30

Wintertime: Winterized 10/31-4/1

Summer 2013

Provide Port-A-Potty.

Future 1-5 years

Research outbuilding design and feasibility, including steel bollards.

Implement as research is completed and plans are developed

Evaluate and make changes based on previous season's use

Future 6-10 years

Implement as research is completed and plans are developed

Area J Future Use Area

Purpose: Continue development of North Fill Ramp Area

Summertime: Summer Use 4/2-10/30

Wintertime: Snow Dump 10/31-4/1

Summer 2013

Determine the need of future storage or other uses.

Future 1-5 years

Develop storage areas or other uses as needed.

Evaluate and make changes based on previous season's use

Future 6-10 years

Implement as research is completed and plans are developed

Area K Future Access

Purpose: Continue development of North Fill Ramp Area

Summertime: Summer Access 4/2-10/30

Wintertime: Winter Access 10/31-4/1

Summer 2013

Determine the need of additional or new access.

Future 1-5 years

Evaluate and make changes based on previous season's use Develop access as needed.

Future 6-10 years

Implement as research is completed and plans are developed

- ❖ 5 Years- Completion of maintenance area including vessel spaces with water and electricity available at each space. Continue monitoring by harbor staff to ensure proper use.

- ❖ 10 years- Maintenance to utilities as needed. Continued monitoring by harbor staff to ensure proper use.

- ❖ 20 Years- Maintenance to utilities as needed. Continued monitoring by harbor staff to ensure proper use.





CITY DOCK- Constructed in 1965, this facility was the moorage facility for the USCG buoy tenders until 2002 when the USCG relocated to the North Fill T-Dock. This dock was completely re-decked in 1998 and then underwent a 4 million dollar renovation in 2005. This renovation included piling replacement, decking and bullrail replacement, installation of fenders and camels, installation of dolphins, upgraded lighting and replacement of all sway-bracing. Since the renovation only minor maintenance has been required to the camels and lighting. **Current condition: good**

Future Needs Within:

- ❖ 5 Years - Monitoring of facility for needed repairs and maintenance.
- ❖ 10 Years- Continued monitoring of facility for repairs. Decking will most likely need replacement. Camel anchoring system should be evaluated and replaced as needed.
- ❖ 20 Years- Continued monitoring of facility. Replacement of all decking and bullrails. Replacement of sway-bracing where needed. Replacement of camels and anchoring system. Upgrade/replacement of lighting system.

NORTH CONTAINMENT T-DOCK- This facility was constructed in 1989 and was initially used for loading and unloading of fishing gear and light freight. In 2002, extensive upgrades were completed as part of an agreement with the USCG to relocate their new buoy tender to this facility. This is a secure facility and is leased to the USCG for buoy tender moorage. This facility is a concrete dock supported by steel piles. It has a timber fender system as well as a series of camel logs which keeps the buoy tender off the face of the dock. Since the upgrade, little maintenance has been required at this facility. One fender was replaced due to a vessel strike and there have been some waterline problems during the winter months. The abutment between the dock approach and the road was replaced with a concrete one in 2011. **Current condition: Excellent**

Future Needs Within:

- ❖ 5 Years- Monitor fenders, camels and lighting for needed maintenance.
- ❖ 10 Years- Evaluation of steel piles for corrosion and installation of cathodic protection if necessary. Monitor fenders, camels and lighting for needed maintenance.
- ❖ 20 Years- Continued monitoring of all facility components for repairs.

MUNICIPAL DOCK(Ocean Dock)- This is Cordova's primary facility for the reception of the community's fuel and waterborne freight. This dock, constructed in 1968, is a concrete facility supported by steel piles. A brief history of maintenance at this facility is as follows: 1982- Replacement of all fenders on the face of the dock. 1994- Installation of heat shrink wraps to all piling to enhance corrosion protection. 1997- Bull rail repair/replacement at the face of the dock. 2001- Piling cluster re-securement at dock corners. There is a small building of the dock which houses the Cathodic Protection system which provides a steady current to all piling to prevent corrosion. This system is inspected and serviced every year and is in good operating condition. This facility, for its age, is generally in good condition. I credit the condition of the dock to less use over recent years. Samson Tug & Barge, Trident and Shoreside Petroleum are the only regular users. In the past other users included Sealand, and the Alaska Marine Highway.

Sealand no longer comes into Cordova and the Marine Highway constructed their own facility in 2005. Some of the ocean side fendering system is starting to break lose from the dock face. Upgrades to components of the dock need to be considered to extend the life of the facility. **Current condition: Fair**

Future Needs Within:

- ❖ 1-5 Years- Make repairs to ocean side fendering system.
- ❖ Continued maintenance to bull rails, fenders, overhead lighting and cathodic protection. Although these components are starting to show their age, with proper repairs should last at least five more years.
- ❖ 10 years- Funding should be secured to begin replacement of all bullrails, fenders (especially at dock face) and lighting. The cathodic protection system should be evaluated for life expectancy and either be updated or replaced.
- ❖ 20 years- A thorough evaluation of this facility should be completed to determine remaining useful life.

TRAVEL LIFT FACILITY- Construction to this facility was completed in 2010. It includes the Marine Travel lift, piers, wash down pad, water treatment unit, maintenance area including overhead lighting and utilities. The facility operates on approximately 2 acres of the Ocean Dock Subdivision. The Marine Travel Lift was purchased in 2009. In 2013 the City completed a land swap with Samson Tug & Barge, making the travel lift facility and operating area more efficient. **Current condition: Excellent**

Future Needs Within:

- ❖ 1-5 Years- Replacement of travel lift straps and tires. Explore options and secure funding to expand existing fill to provide for additional space for vessel maintenance/storage and to provide space to erect a large maintenance building.
- ❖ 10 Years- Expand fill and erect maintenance building.
Monitor facility, equipment and systems for continued maintenance and repairs.
- ❖ 20 Years- Continued maintenance to all facilities, equipment and systems.

UPLANDS

SOUTH CONTAINMENT FILL- Since its construction during the early 80's harbor expansion project, this area has reached its capacity for future development. The possibility of expansion of this area needs to be discussed. Other discussion should include parking, sidewalks and use and direction of future expansion.

Future Needs:

1. All current parking areas should be designated and maintained as permanent harbor parking and those areas should never be considered as available for sale.
2. Sidewalks with proper curbs and drainage should be established throughout this area.
3. Designate and maintain a short-term trailer parking area for recreational users.
4. Explore the installation of sheet piles on the harbor side of Nicholoff Way to provide additional space for sidewalks, parking or businesses.

5

NORTH CONTAINMENT FILL- Since its construction during the early 80's harbor expansion project, this area has reached its capacity for future development. The possibility of expansion of this area needs to be discussed. Other discussion should include parking, sidewalks and use and direction of future expansion.

Future Needs

1. Designate and maintain Lot 1&2, Block 6 as a staging, turnaround and parking area for trailer use at the North Fill Launch Ramp.
2. Designate Lots 1&2, Block 6 and Lot 3, Block 5 as snow dumps during winter months.

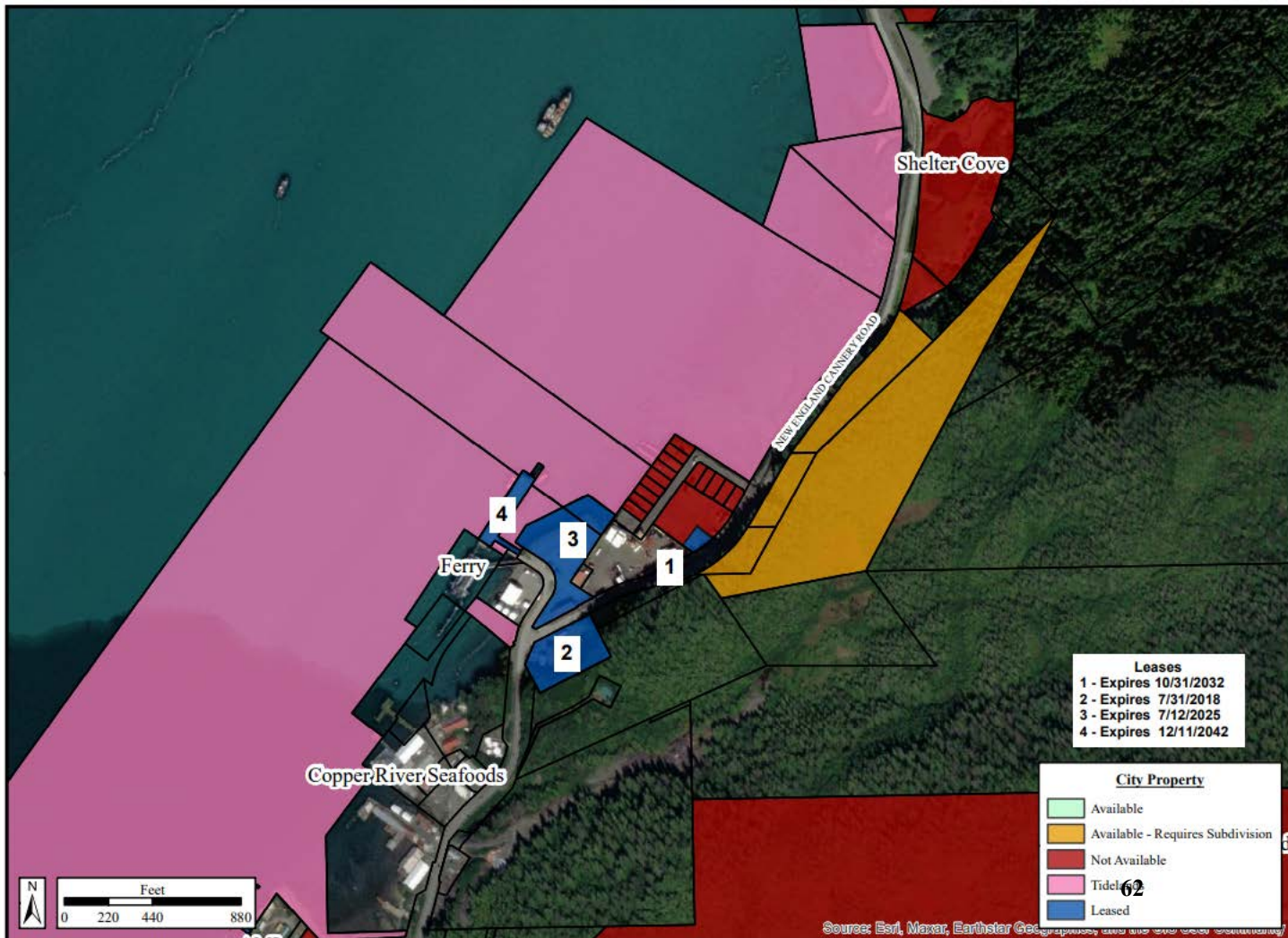
HARBOR EXPANSION

The future expansion of the harbor is a topic that has been discussed recently since slips for boats larger than 40' have been in demand for approximately the last year. Since the last expansion in the early 80's, winter storms have caused the loss of 10-50' finger floats(20 slips), 2-40' finger floats(4 slips) 2-30' finger floats(4 slips) and 1-26' finger float(2 slips). The loss of the smaller slips is insignificant, however, the loss of the 50' slips has proven to put a demand for large boat moorage on the harbor. Although discussion of expansion is certainly a valid topic, there may be ways to avoid this expensive endeavor.

At some point in the next 10-15 years, the New Harbor will have to be renovated as it will be approaching the end of its useful life. With thoughtful design and engineering, the New Harbor renovation should provide adequate moorage for years to come. With input from city staff, Harbor Commission and the public, engineers should be able to design a more efficient, user friendly harbor layout that will sufficiently provide moorage for the fleet. Since about 2010, the annual stall rental capacity has held consistently around 90% capacity. With a more efficiently designed harbor, the ability to accommodate all users should not be an issue.

Possible future expansion into the area that is now occupied by the Old Grid and the Prince William Sound Science Center could also provide for additional slips as well. This area could provide for several large boat slips or as many as twenty small boat slips.

Ocean Dock Subdivision



Cordova Ferry Terminal





Cordova Ferry Terminal



**CITY OF CORDOVA, ALASKA
HARBOR COMMISSION
RESOLUTION 1-25-01**

**A RESOLUTION OF THE HARBOR COMMISSION OF THE CITY OF CORDOVA, ALASKA SUPPORTING THE
EXPANSION OF THE SHIPYARD.**

WHEREAS, the project would support the fishing industry and their need for vessel manufacturing and repair facilities; and

WHEREAS, the shipyard would encourage an increase in wintertime business industries; and

WHEREAS, construction of a tideland fill area with an enclosed shipyard building would have environmental impacts but the environmental benefits outweigh the costs as this would take construction debris, oil, and other possible hazards from vessel maintenance away from contaminating the water in the harbor; and

WHEREAS, the project would be able to be supported by fill material being sources from City owned property located across the street from the site. This would also open and encourage development of the land where the fill material is sources from; and

WHEREAS, additionally this will encourage our fishing fleet to over winter in Cordova as they will not need to locate elsewhere for wintertime vessel repairs; and

WHEREAS, by expanding the current shipyard area and building an indoor location we will encourage growth in the commercial fishing industry. This benefits Cordova as the fees paid for use of the haul out, dry dock, indoor facilities, and taxes would be an increase in City revenue. In turn by creating these facilities we would be encouraging new businesses to grow that would bring in business license revenue and transactions to occur that would add additional tax revenue; and


WHEREAS, the project will decrease the harbor's environmental impact through allowing upgrades and maintenance of vessels to occur on the land and not within the harbor where debris can be lost into the water; and

WHEREAS, the project will increase harbor user safety and decrease City liability by using off water facilities when making repairs. Ensuring that the proper equipment is provided in the shipyard and installation of security cameras; and

WHEREAS, the project will increase transportation opportunities as this could lead to a potential deepwater port; and


NOW, THEREFORE, BE IT RESOLVED, that the Harbor Commission of the City of Cordova, Alaska, supports the Expansion of the Shipyard.

PASSED AND APPROVED THIS 8th DAY OF JANUARY, 2025



Andy Craig, Chair

ATTEST:



Tony Schinella, Harbor Master

**CITY OF CORDOVA, ALASKA
PLANNING COMMISSION
RESOLUTION 25-01**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CORDOVA, ALASKA
SUPPORTING THE EXPANSION OF THE SHIPYARD.**

WHEREAS, the project was publicly vetted through Harbor Commission and voted in support of the concept; and

WHEREAS, the project was publicly vetted through Planning Commission and voted in support of the concept; and

WHEREAS, the project would support the fishing industry and their need for vessel manufacturing and repair facilities; and

WHEREAS, the shipyard would encourage an increase in wintertime business industries; and

WHEREAS, construction of a tideland fill area with an enclosed shipyard building would have environmental impacts but the environmental benefits outweigh the costs as this would take construction debris, oil, and other possible hazards from vessel maintenance away from contaminating the water in the harbor; and

WHEREAS, the project would be able to be supported by fill material being sourced from City owned property located across the street from the site. This would also open and encourage development of the land where the fill material is sourced from; and

WHEREAS, additionally this will encourage our fishing fleet to over winter in Cordova as they will not need to locate elsewhere for wintertime vessel repairs; and

WHEREAS, by expanding the current shipyard area and building an indoor location we will encourage growth in the commercial fishing industry. This benefits Cordova as the fees paid for use of the haul out, dry dock, indoor facilities, and taxes would be an increase in City revenue. In turn by creating these facilities we would be encouraging new businesses to grow that would bring in business license revenue and transactions to occur that would add additional tax revenue; and

WHEREAS, the project will decrease the harbor's environmental impact through allowing upgrades and maintenance of vessels to occur on the land and not within the harbor where debris can be lost into the water; and

WHEREAS, the project will increase harbor user safety and decrease City liability by using off water facilities when making repairs. Ensuring that the proper equipment is provided in the shipyard and installation of security cameras; and

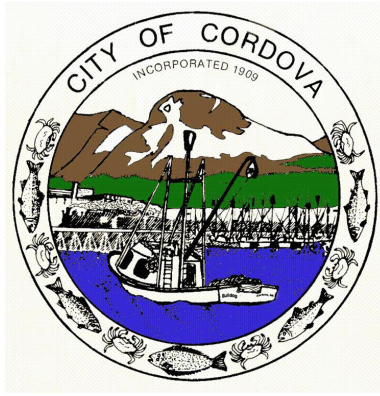
WHEREAS, the project will increase transportation opportunities as this could lead to a potential deepwater port; and

NOW, THEREFORE, BE IT RESOLVED, that the Planning Commission of the City of Cordova, Alaska, supports the Expansion of the Shipyard.

PASSED AND APPROVED THIS 11th DAY OF FEBRUARY 2025

Tania Harrison, Chair

ATTEST: _____
Amanda Hadley Coward, City Planner



AGENDA ITEM # 10e
Planning Commission Meeting Date: 02/11/2025
PLANNING COMMISSION COMMUNICATION FORM

FROM: Amanda Hadley Coward, City Planner

DATE: Tuesday February 11, 2025

ITEM: 2025 Land Disposal Map Update Discussion

NEXT STEP: Discuss Potential Changes to the Land Disposal Maps and Make Recommendation to City Council

☐ INFORMATION
☒ MOTION
☐ RESOLUTION

I. REQUEST OR ISSUE:

The Land Disposal Maps are updated annually. At this time, the Planning Commission should review the 2024 Land Disposal Map document, review staffs suggested changes and have a discussion on potential changes. Following that discussion determine if another meeting is needed for further discussion or if the maps can be moved forward to City Council for final approval.

II. RECOMMENDED ACTION / NEXT STEP:

Staff has provided the following motion for Commission to consider opening the agenda item for discussion:

“I move to approve Resolution 25-01 recommending that City Council adopt the 2025 Land Disposal Maps as presented”

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:

Individual map pages have been modified as follows:

- Cover Page
 - See red text on cover pages for proposed updates
- New England Cannery Road
 - Adjusted property boundaries to show the creation of right-of-way across parts of ASLS 79-263 and ASLS 79-264 (properties behind Orca Lodge)
- Ocean Dock Subdivision
 - No Changes
- North Fill Development Park
 - Removed Lot 4A, North Fill Development Park (impound Lot), sale and title transfer completed.
- Tidewater Development Park & Cordova Industrial Park
 - No Changes
- Old Town
 - No Changes
- South Fill Development Park
 - Removed two (2) tidelands lots (ATS 220) that were sold.
 - Redesignation of lot 10A South Fill Development Park from “Available” and to “Available Requires Subdivision” as a subdivision will be required to create the lot as shown.
- Odiak Slough
 - No Changes
- Whitshed Road
 - No Changes
- Odiak Park
 - Redesignated of lots 1 and 2, Block 5 of Odiak Park, on Center Drive from “Unavailable” to “Available”. Public Works would require part of Lot 1 to remain a snow dump, but remainder of lot 1 could be developed. Properties are adjacent to an anadromous stream, however city code does have setback requirement of 20 feet.
- Power Creek Road
 - Removed property that was sold, Lot 1 USS 4606(to Tanya)
- Eyak Lake

- No Changes
- Five Mile Loop
 - No Changes

7.40.030 – LAND DISPOSAL MAP

- A. *The City shall maintain and update annually a map of city owned real property. The following designations shall be applied to the land disposal map:*
1. *Available: These properties are available to purchase or lease.*
 2. *Available—Subdivision Required: These properties are available to purchase or lease, but a subdivision of the land may be required.*
 3. *Tidelands: Tidelands are considered as "Available" designation but shall require review and recommendation from the Harbor Commission. Disposal of tidelands shall follow the procedures set forth in CMC 7.30.*
 4. *Not Available: These properties are currently in use for city uses and operations but can be the subject of a letter of interest per the procedures set forth in this chapter.*
 5. *Leased: These properties are currently under lease and not considered available but can be the subject of a letter of interest during the final year of the lease term.*
- B. *Once per year, the City Planner shall review, with the Planning and Zoning Commission, the land disposal map to consider possible changes to the current designations or to add or remove properties to accurately reflect the status of City real property. The Planning and Zoning Commission shall then forward a recommendation to the City Council for adoption.*
- C. *The land disposal map may be modified throughout the year at the request of the public through the submission of a letter of interest, under the procedures set forth in this chapter.*
- D. *The City Planner shall provide public notice when real property is added to the land disposal map, or when the "Not Available" designation is proposed to be removed from an existing property. The notice shall:*
1. *Include the name of the proponent, the location of the property, the proposed use and project description, and information on how the public can comment on the proposal.*
 2. *Be posted on the property in a location visible and legible from the right-of-way, beginning thirty days prior to the Planning Commission delivering its recommendation to the City Council.*
 3. *Be posted at City Hall, Cordova Public Library, and the Post Office beginning thirty days prior to the Planning Commission delivering its recommendation to the City Council.*
 4. *Be mailed to all property owners within three hundred feet of the perimeter of the subject property thirty days prior to the Planning Commission delivering its recommendation to the City Council.*

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. 2024 Land Disposal Map
- B. Land Disposal Maps with Proposed Updates for 2025

2024 Land Disposal Maps

Adopted by City Council: 04/03/2024

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.

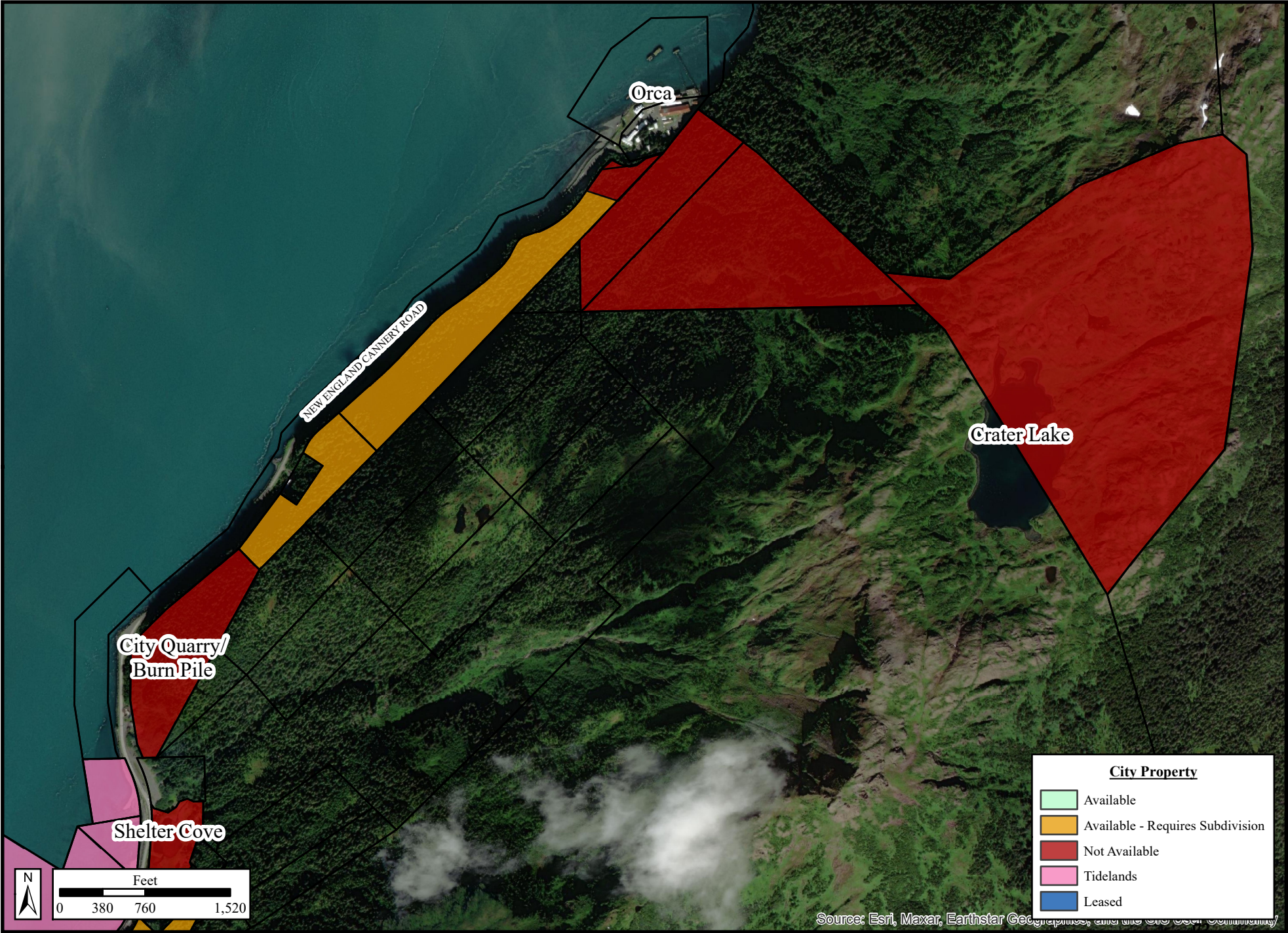
Leased – These are parcels currently leased to a business or government entity by the city. There are leases that are short term, others are long term leases with substantial improvements on the property. Some leased property has an option to purchase. A Letter of Interest for a property that is under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

Update Policy

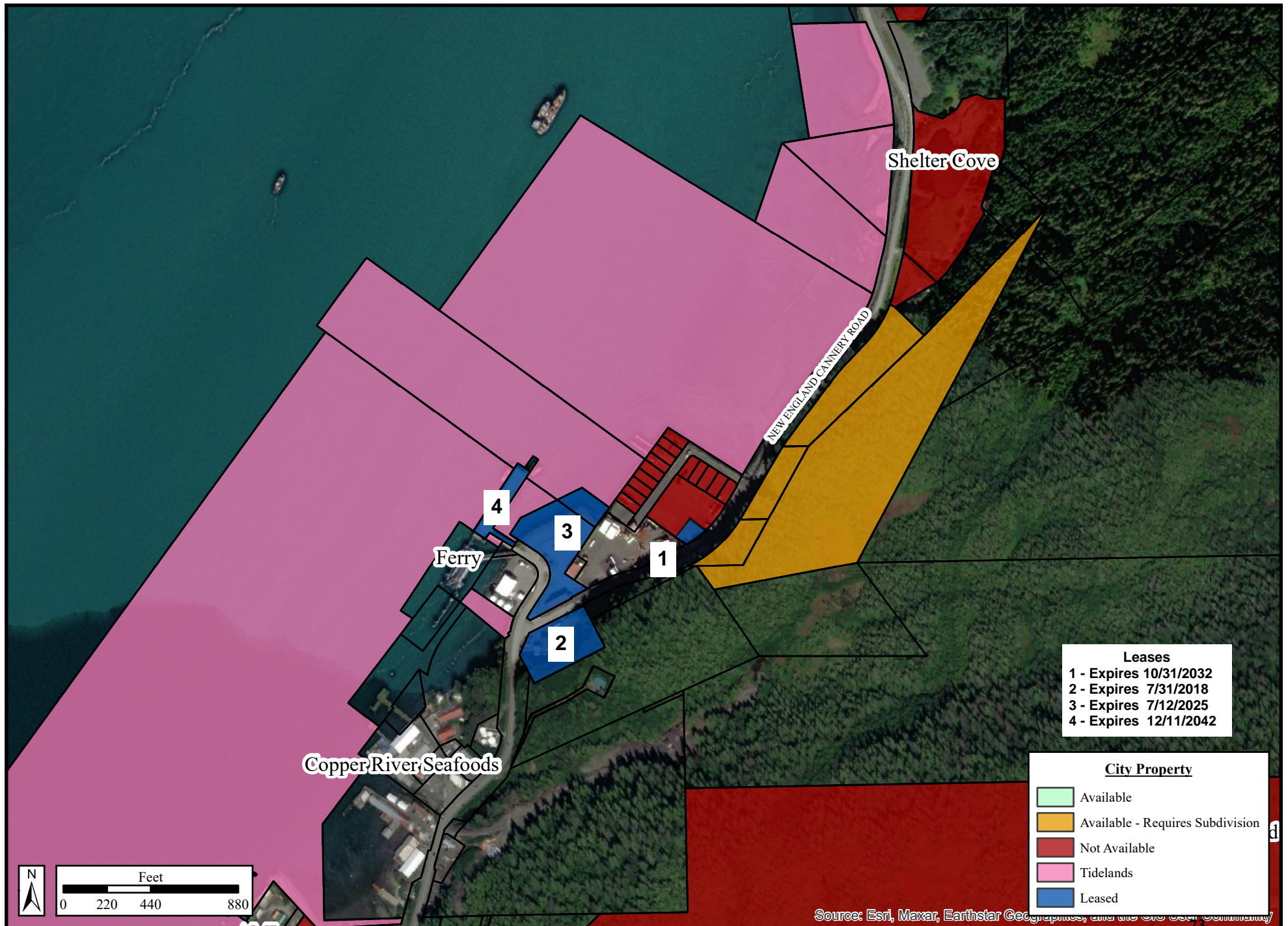
Maps will be updated on an annual basis by the Planning Department staff, reviewed by the Planning Commission, and adopted by City Council. This update process begins each year with updated maps being presented to the Planning Commission, but the maps may be modified throughout the year on a case-by-case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

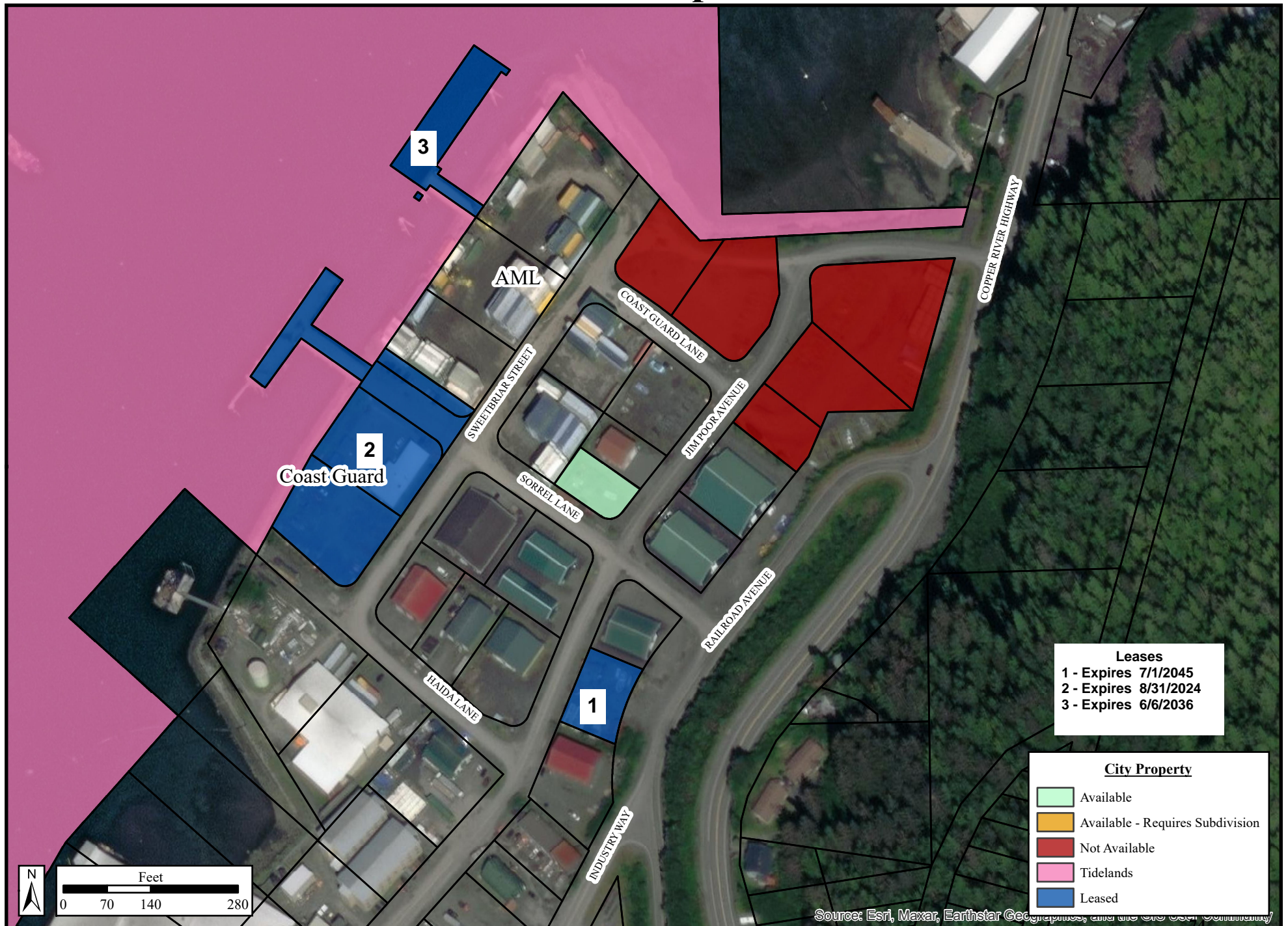
New England Cannery Road



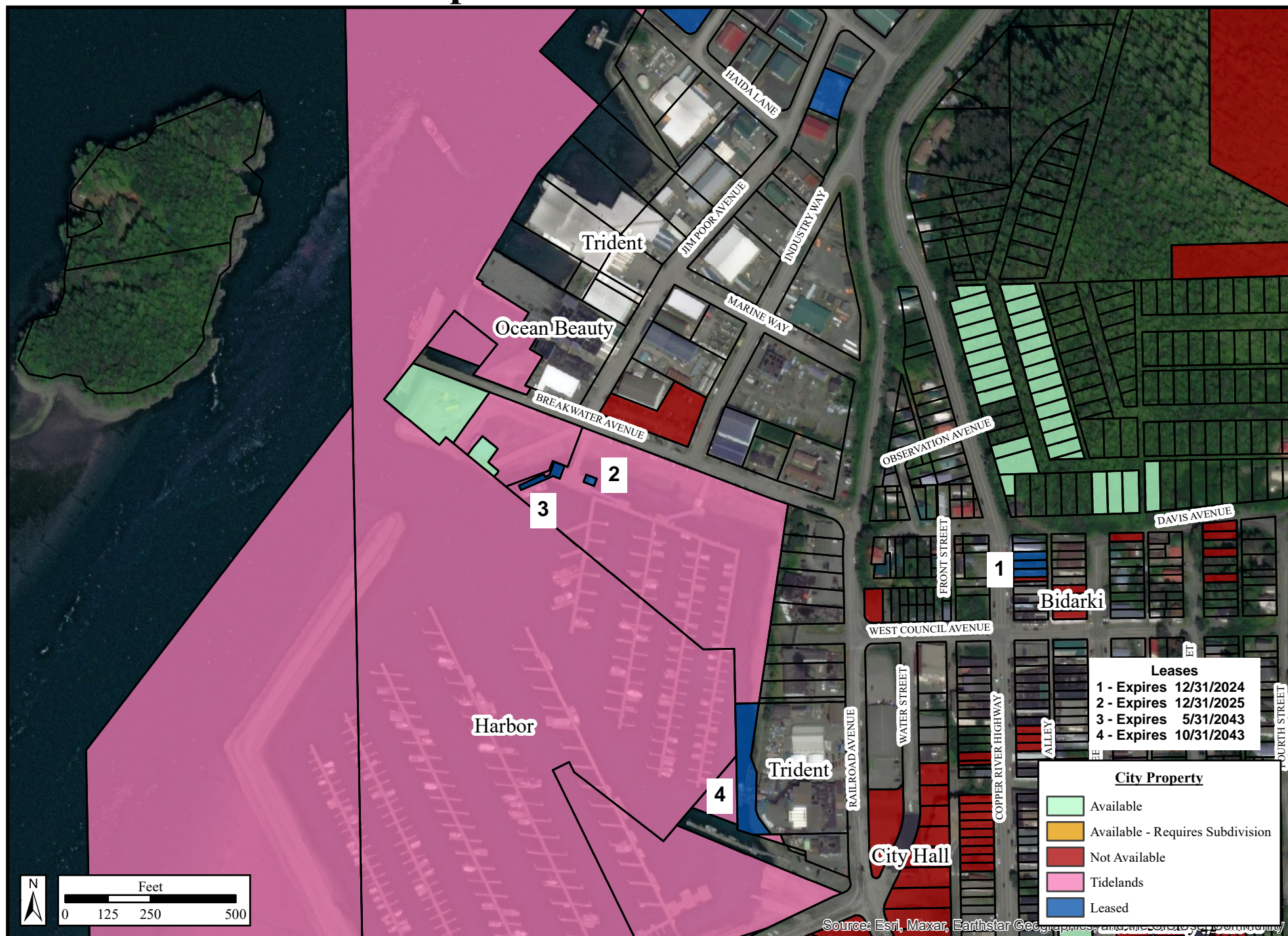
Ocean Dock Subdivision



North Fill Development Park



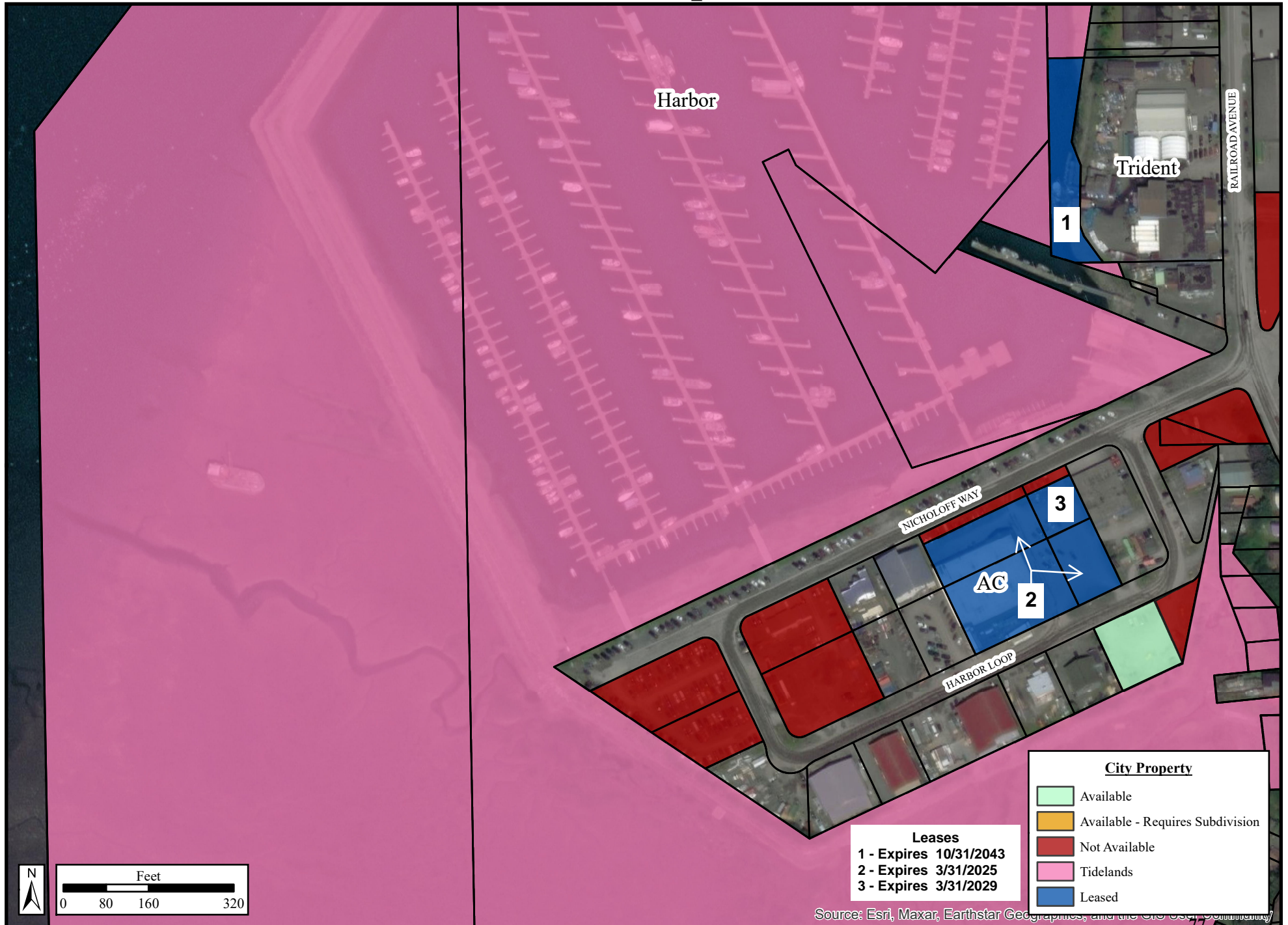
Tidewater Development Park & Cordova Industrial Park



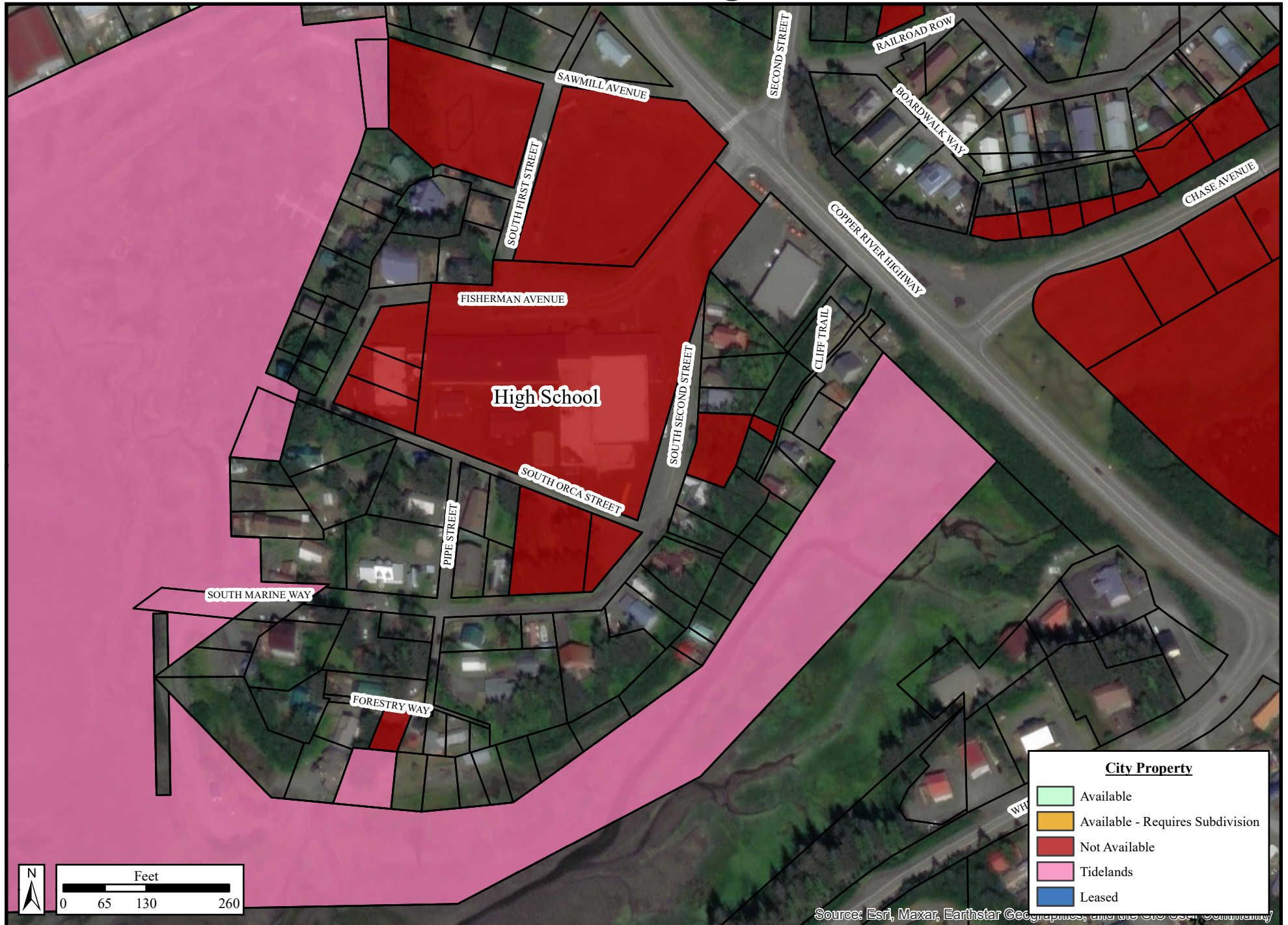
Old Town



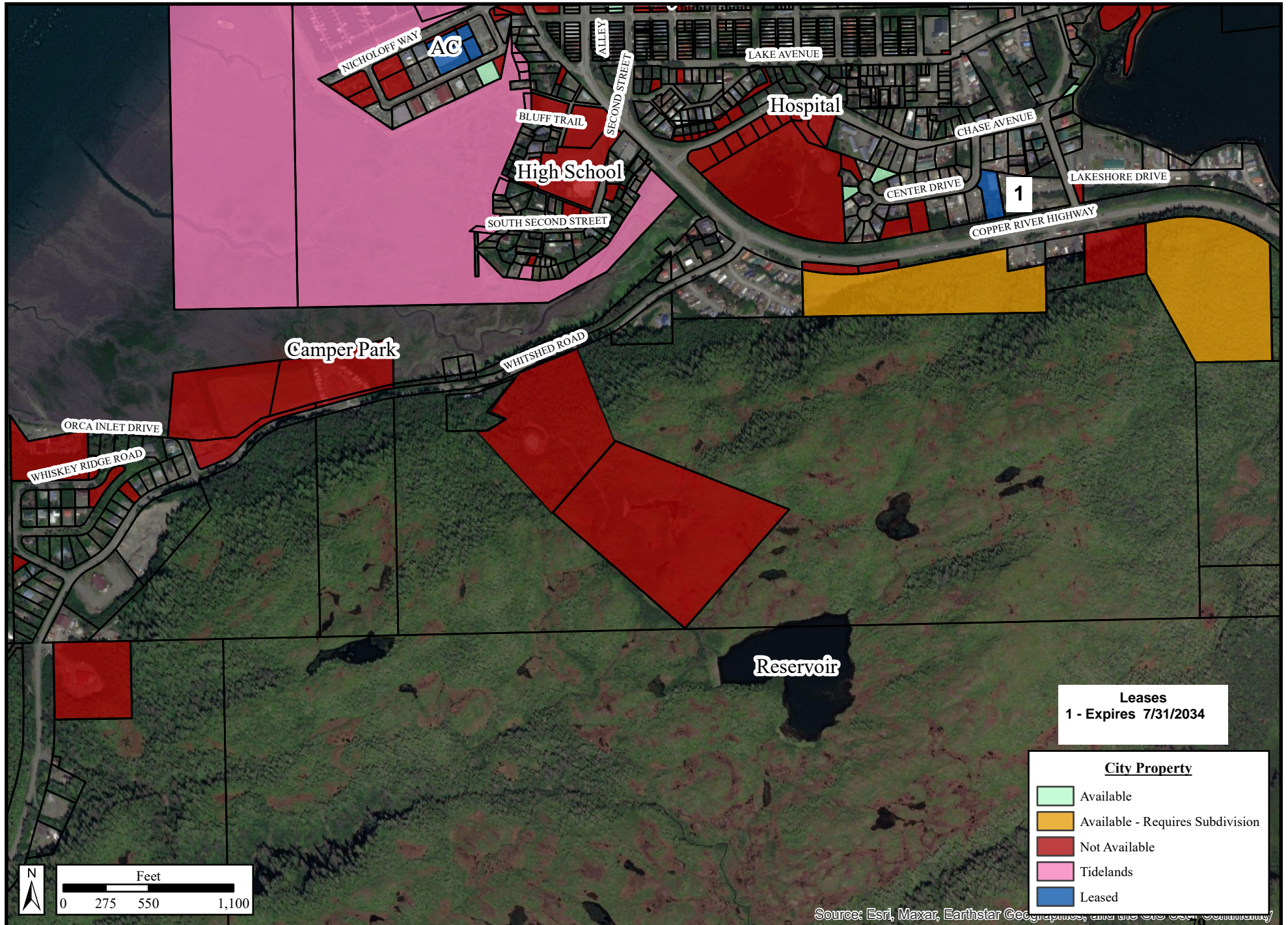
South Fill Development Park



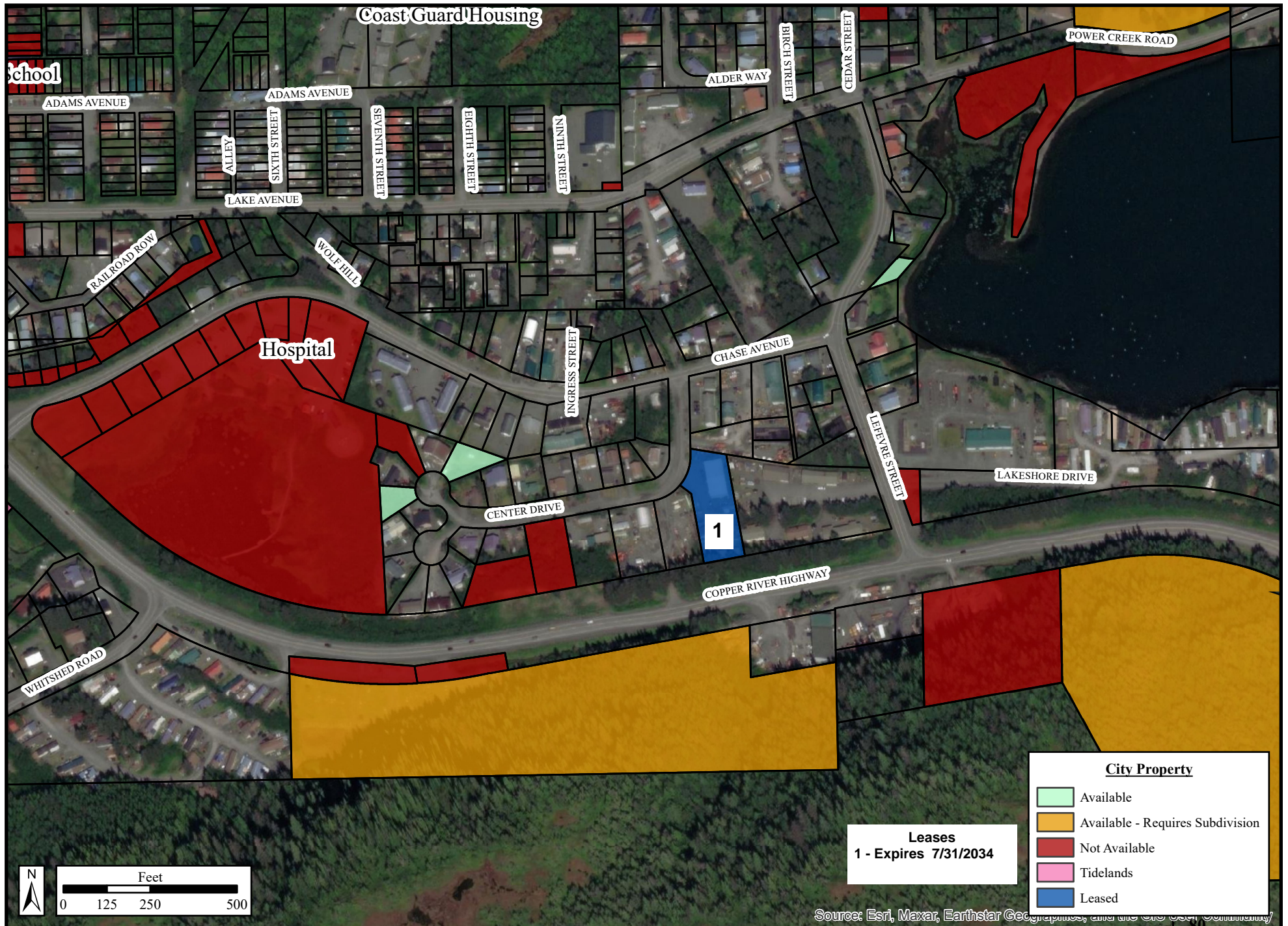
Odiak Slough



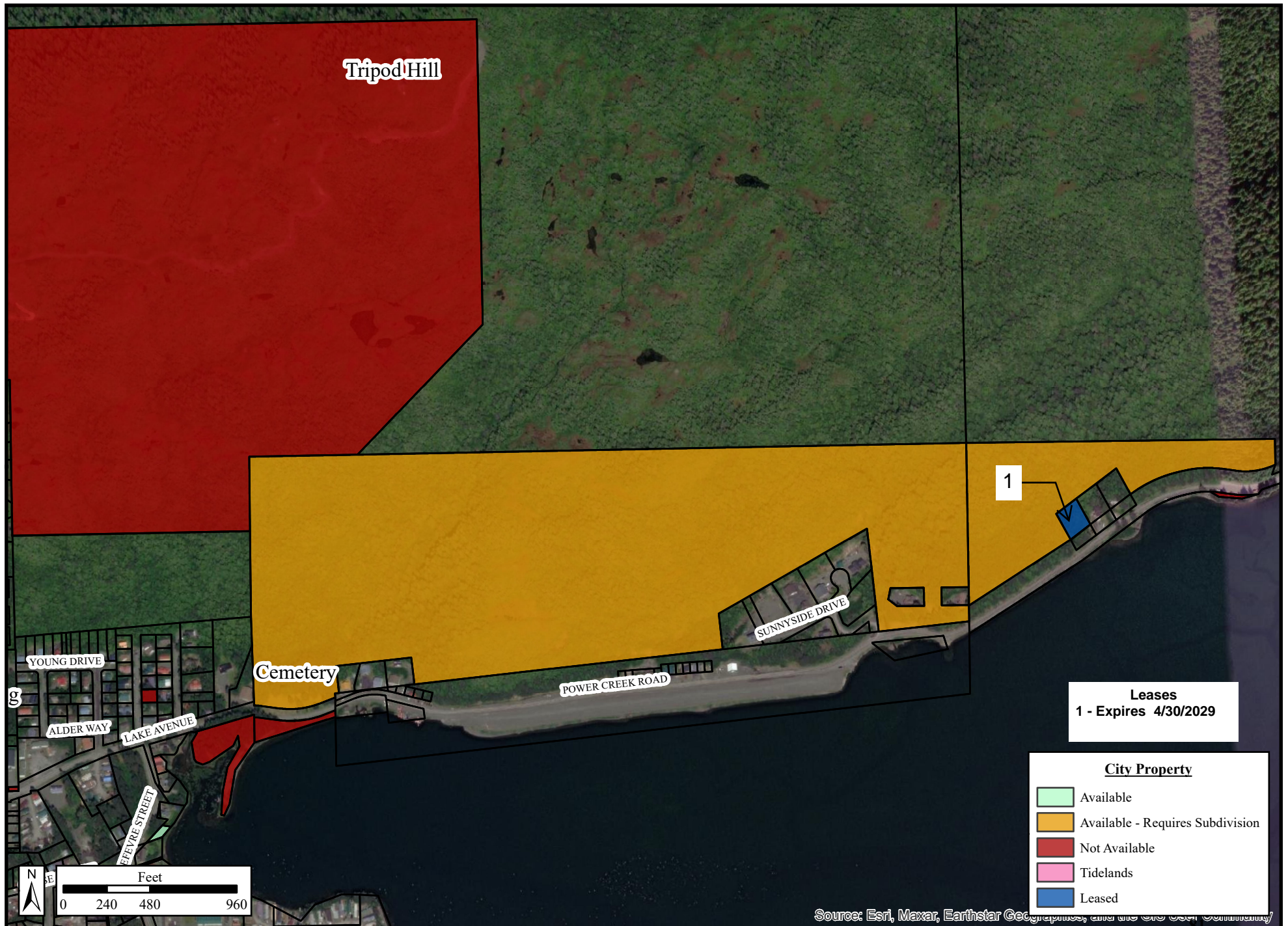
Whitshed Road



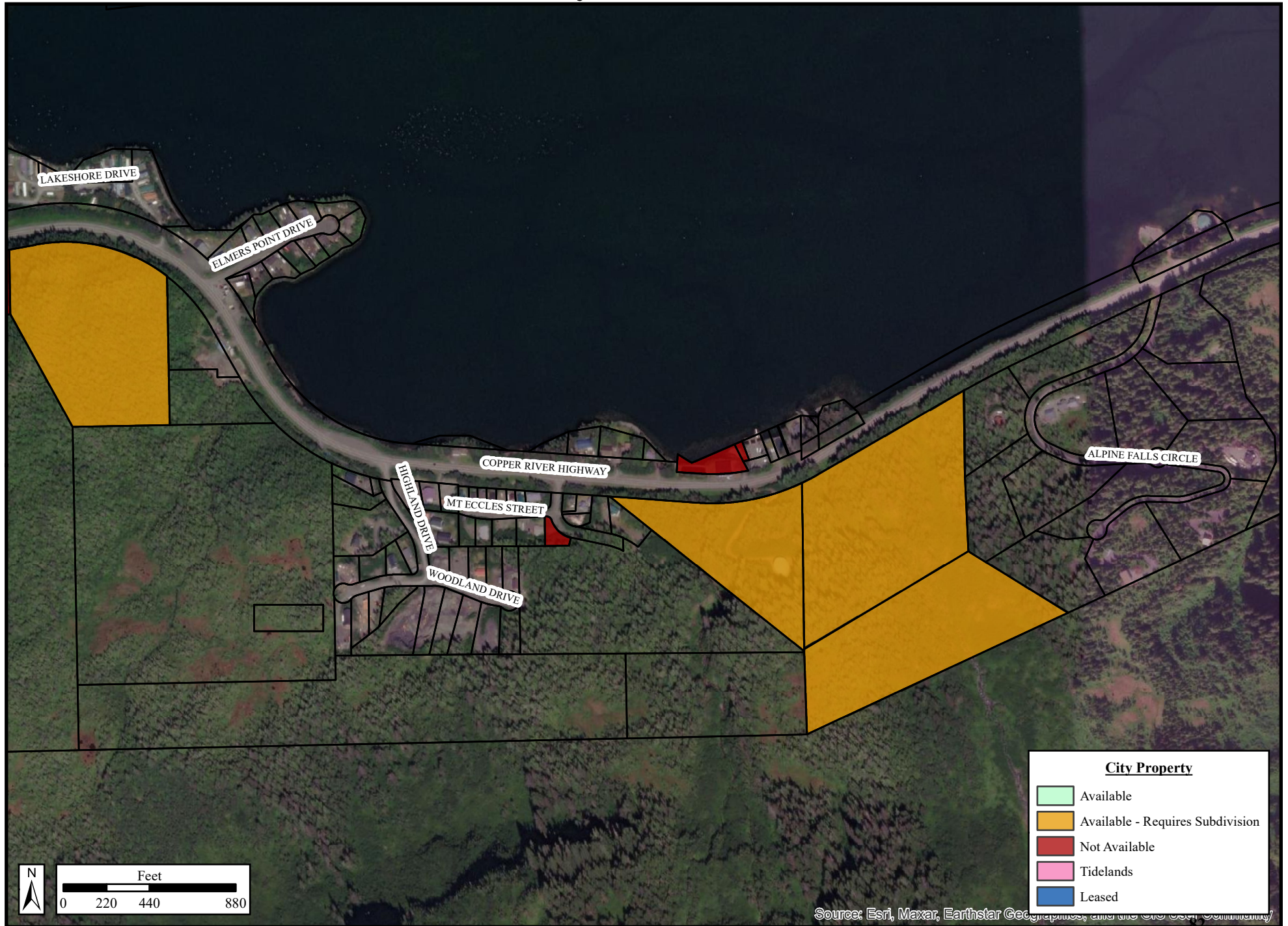
Odiak Park



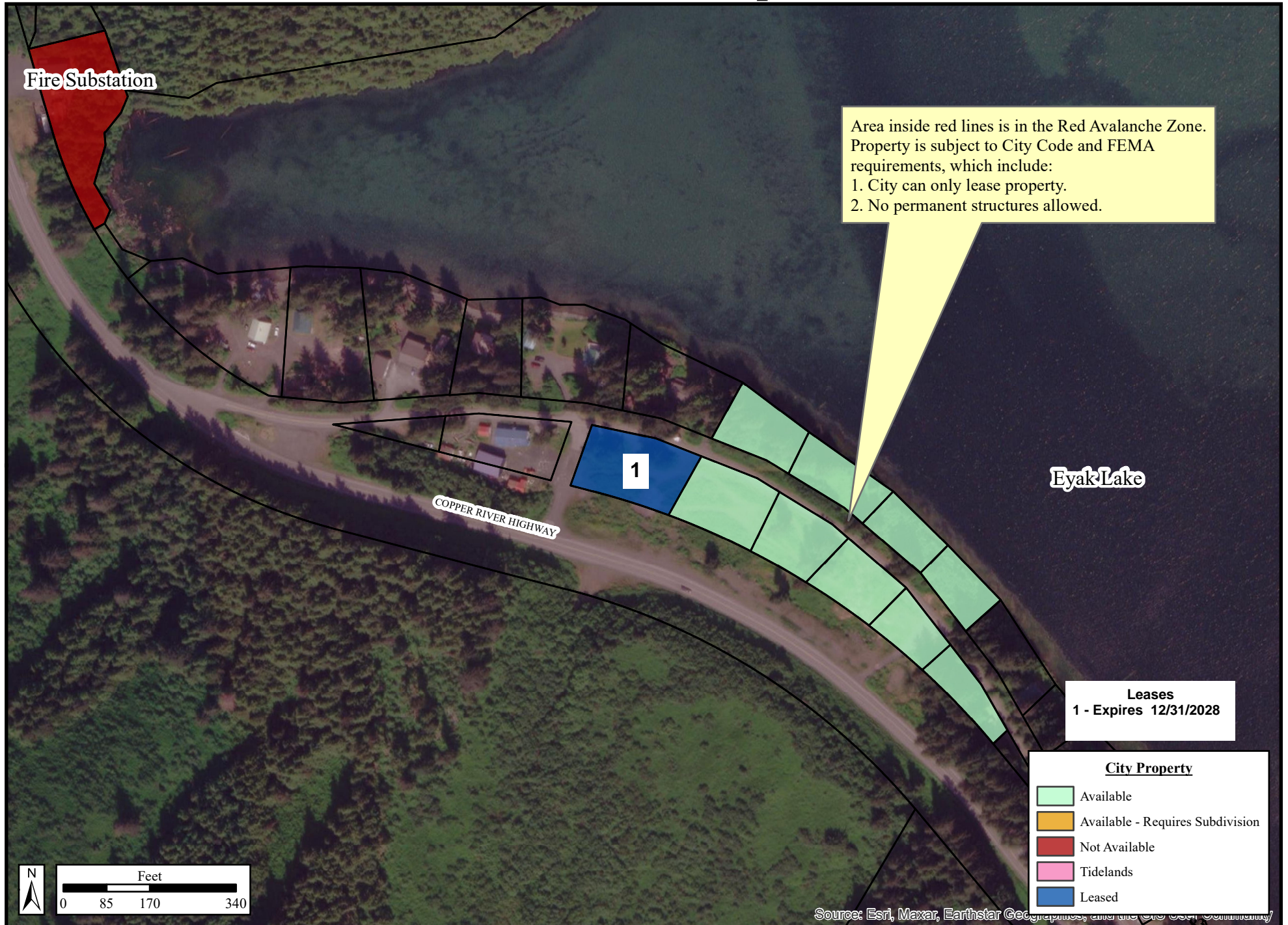
Power Creek Road



Eyak Lake



Five Mile Loop



2025 Land Disposal Maps

Adopted by City Council: _____

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 **require subdivision and creation of two or more lots out of a portion of or all the land in question.** The disposal process for these parcels may require some or all 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 **before either making the land “Available” or maintaining the “Not Available” designation.**

Tidelands – A Letter of Interest to purchase or lease tidelands will be reviewed by the by the Harbor Commission, **Planning Commission, and the City Council. The final recommendation on disposing of the tidelands would be by the majority vote of the City Council.**

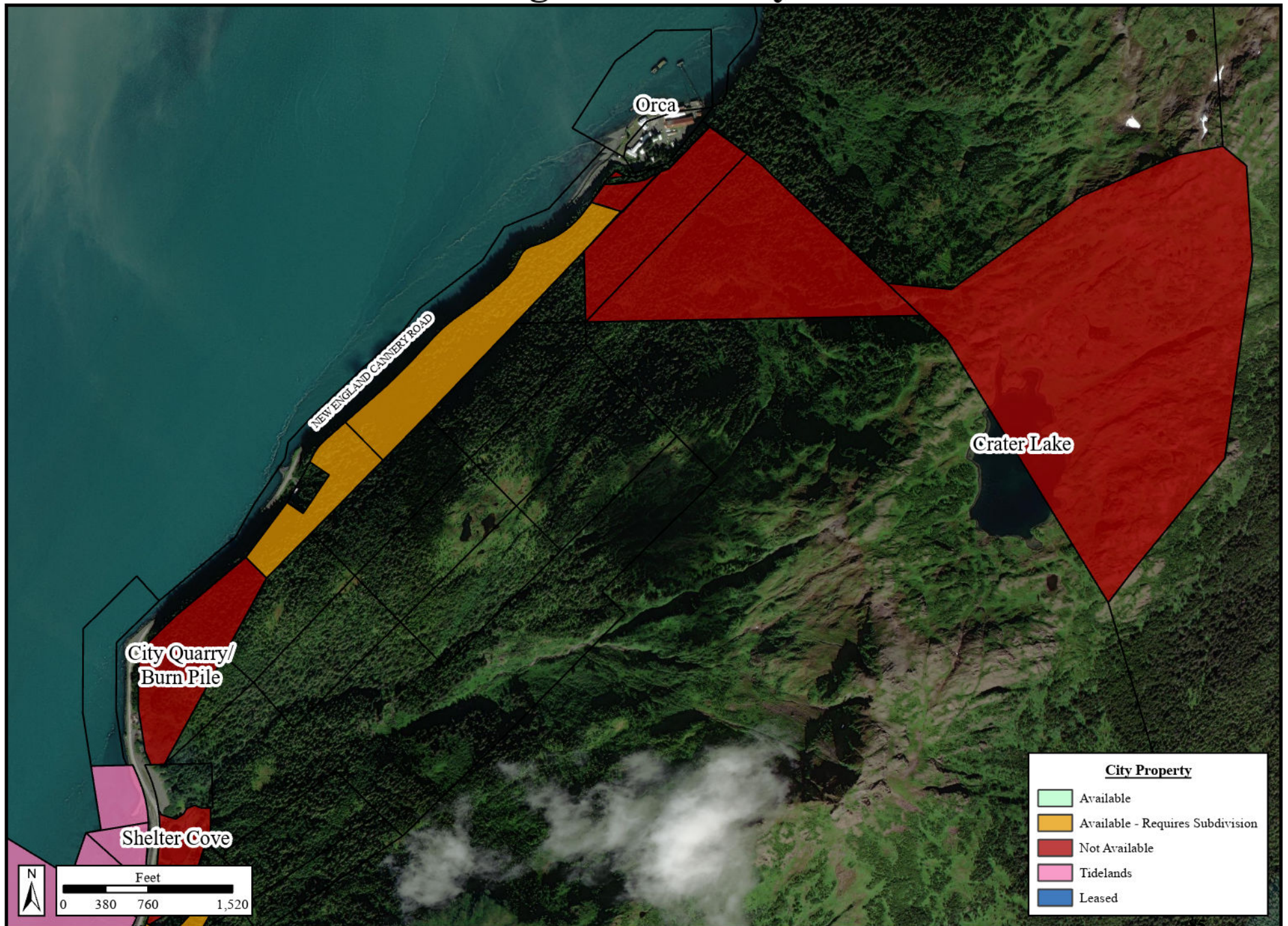
Leased – These are parcels currently leased to a business, nonprofits, or government entities by the City. There are leases that are short term, others are long term leases with substantial improvements on the property. Some of the leased properties **have** an option to be purchased. A Letter of Interest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

Update Policy

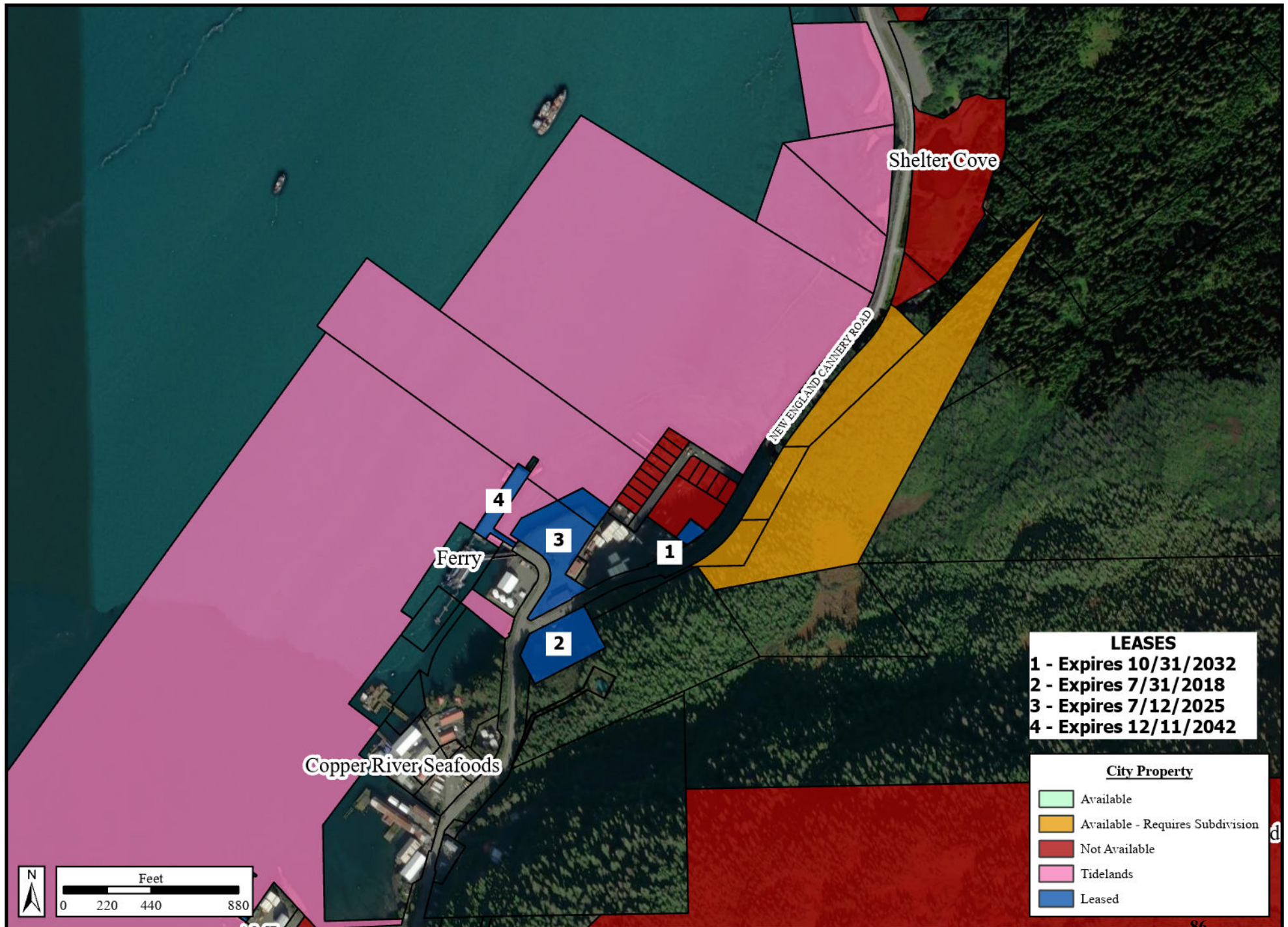
Maps will be updated on an annual basis by the Planning Department Staff, reviewed by Planning Commission, and adopted by City Council. This update process begins each year with updated maps being presented to the Planning Commission, but the maps may be modified throughout the year on a case-by-case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

For more information on the land disposal process, refer to Chapter **7.40** of the Cordova Municipal Code, or direct your questions to the Planning Department Staff.

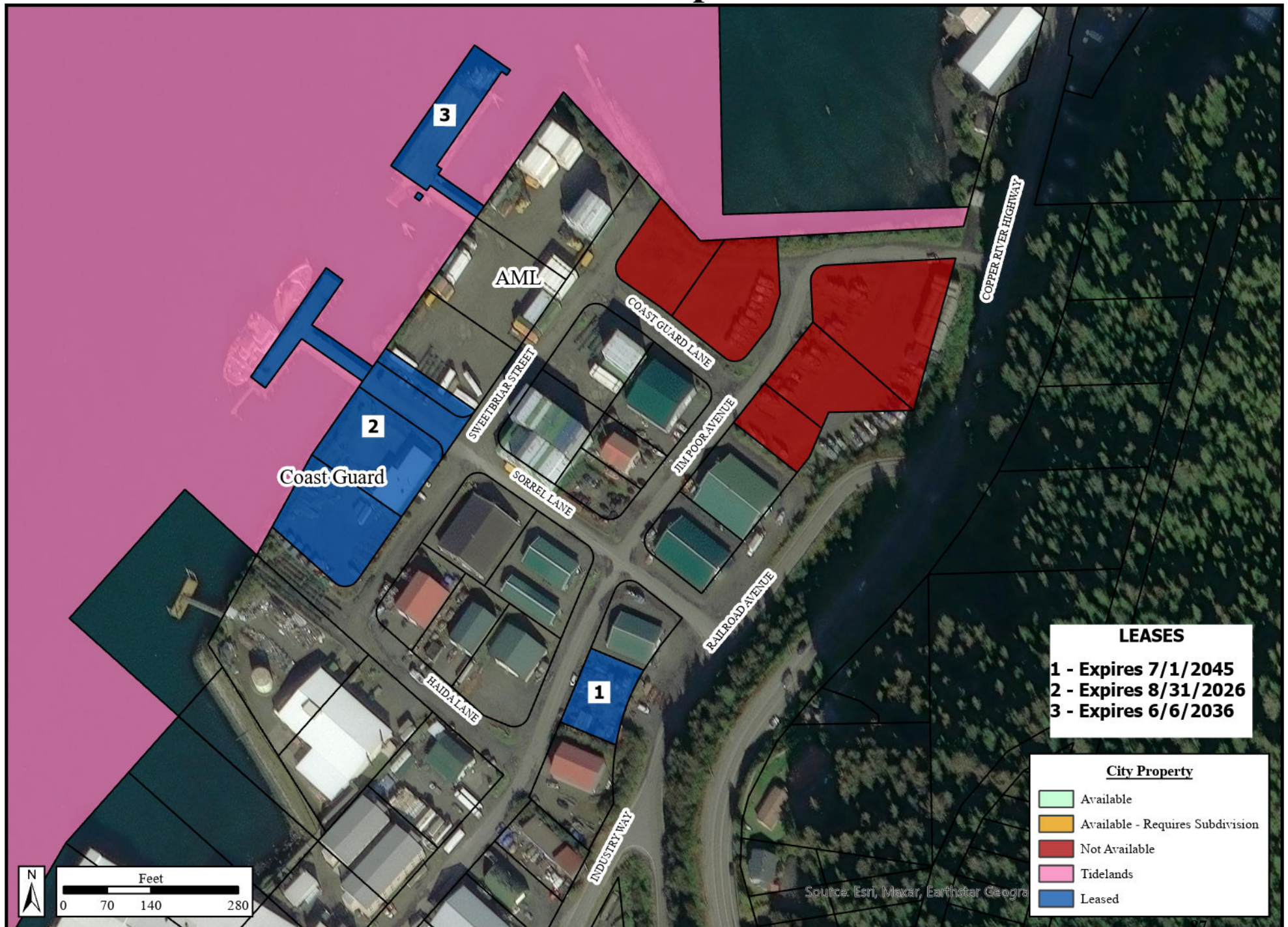
New England Cannery Road



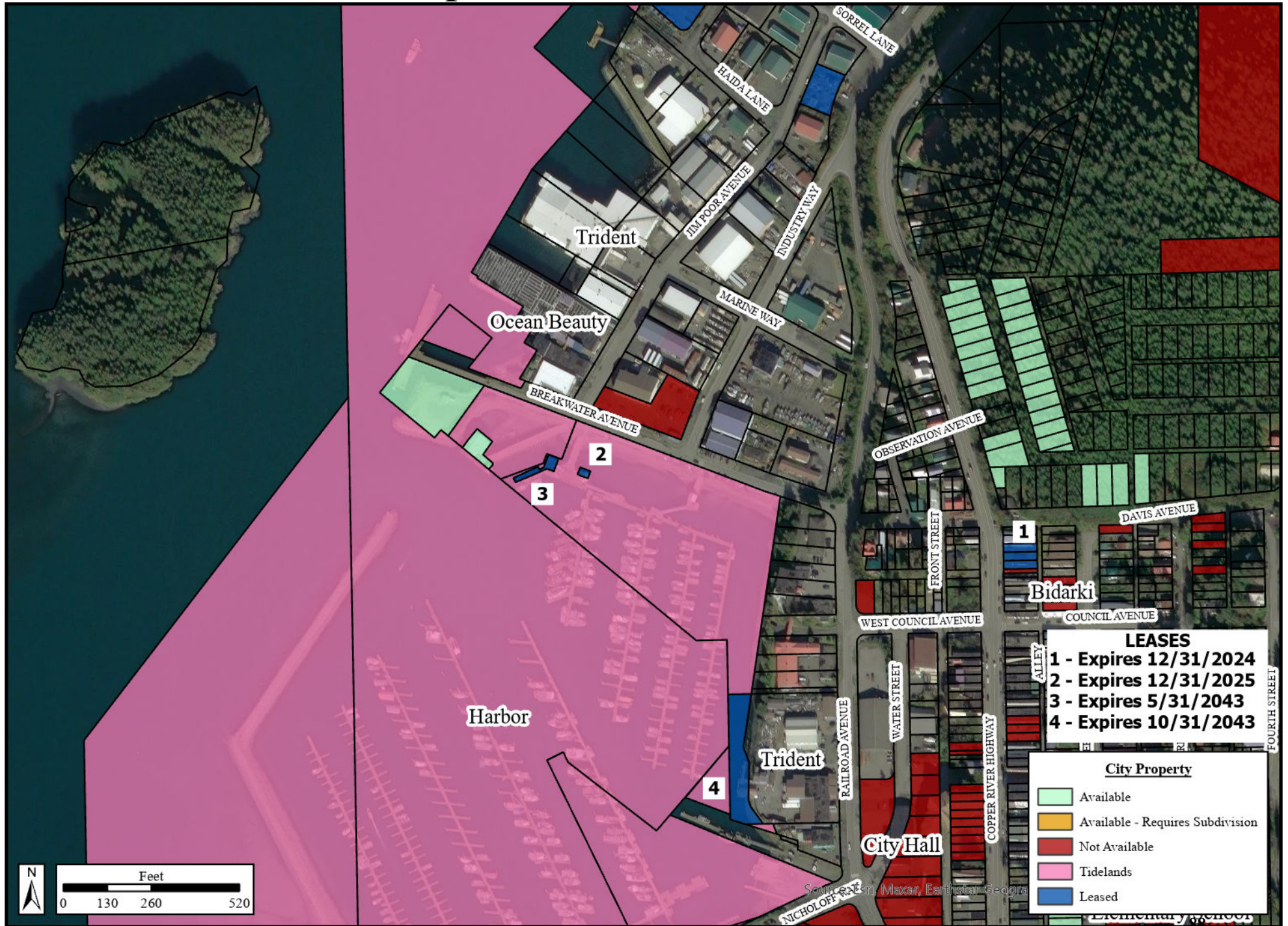
Ocean Dock Subdivision



North Fill Development Park



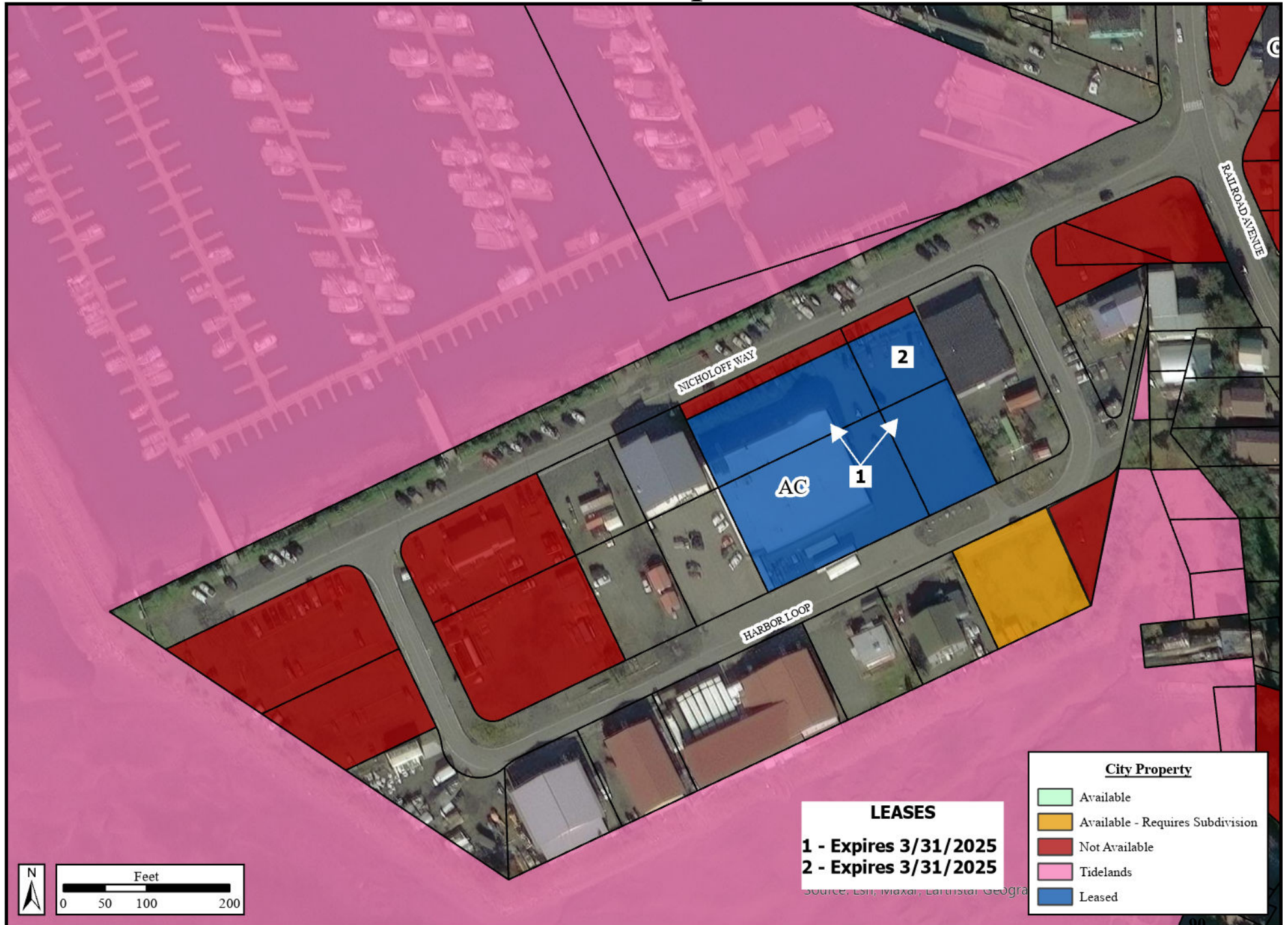
Tidewater Development Park & Cordova Industrial Park



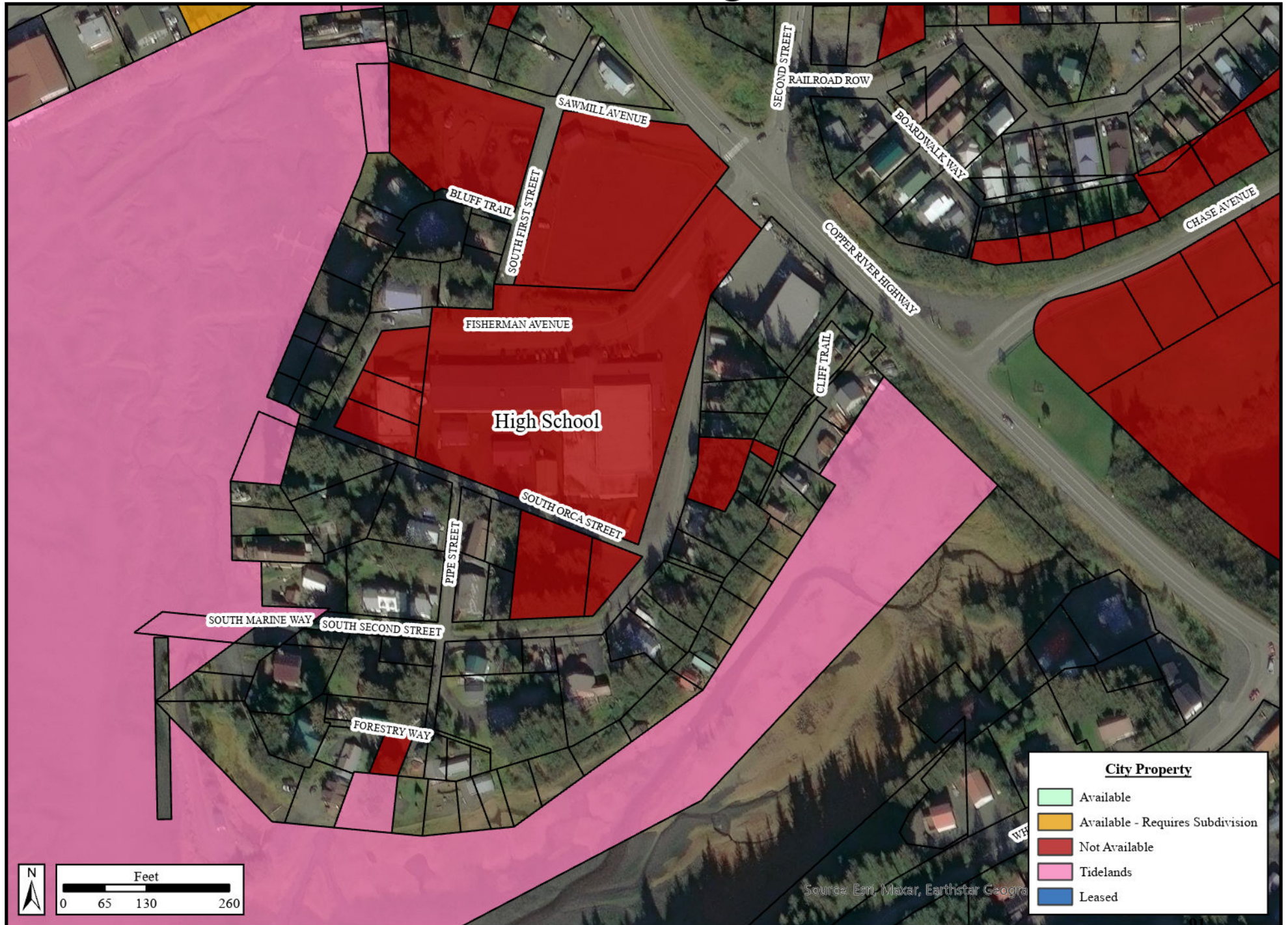
Old Town



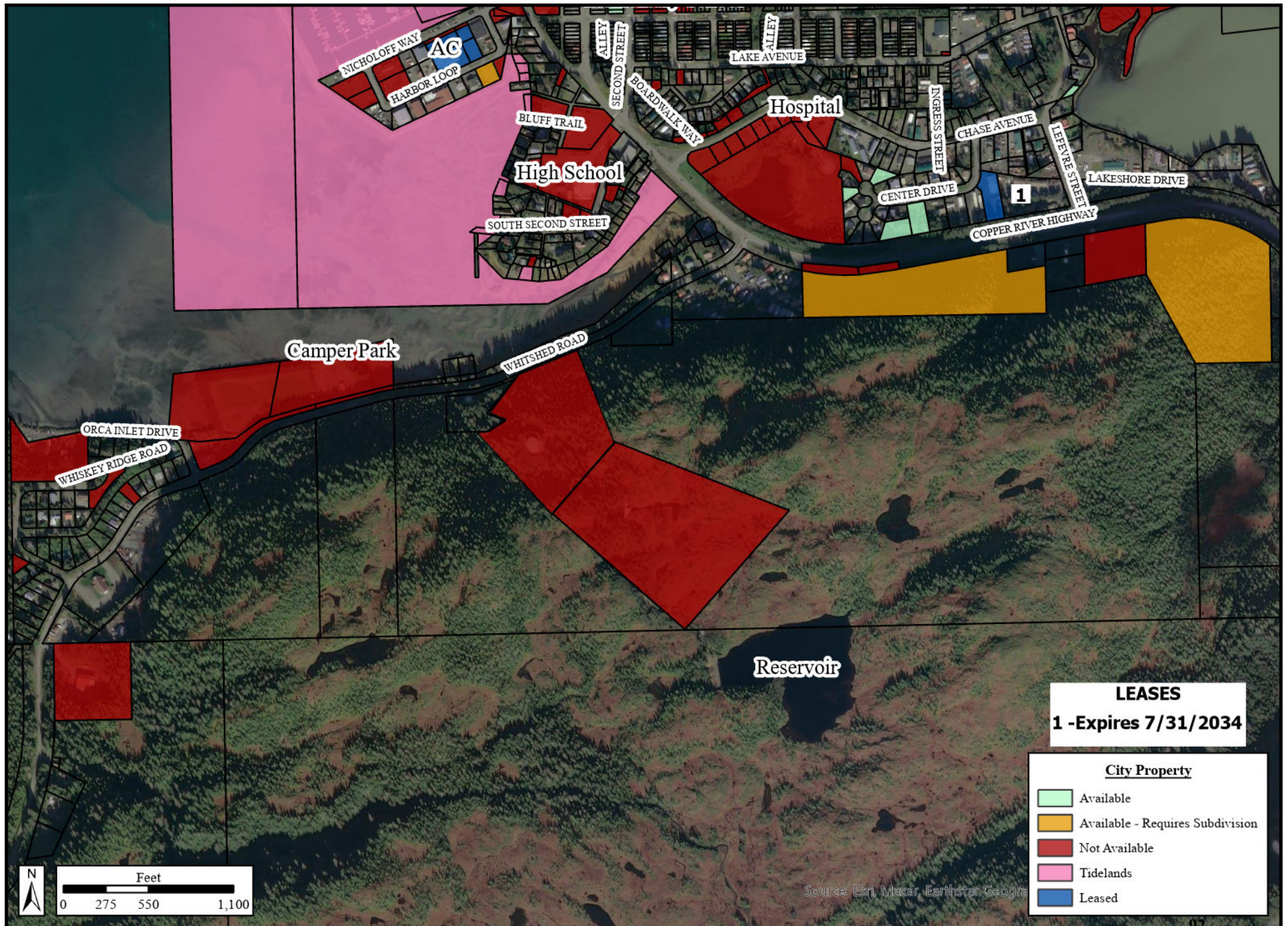
South Fill Development Park



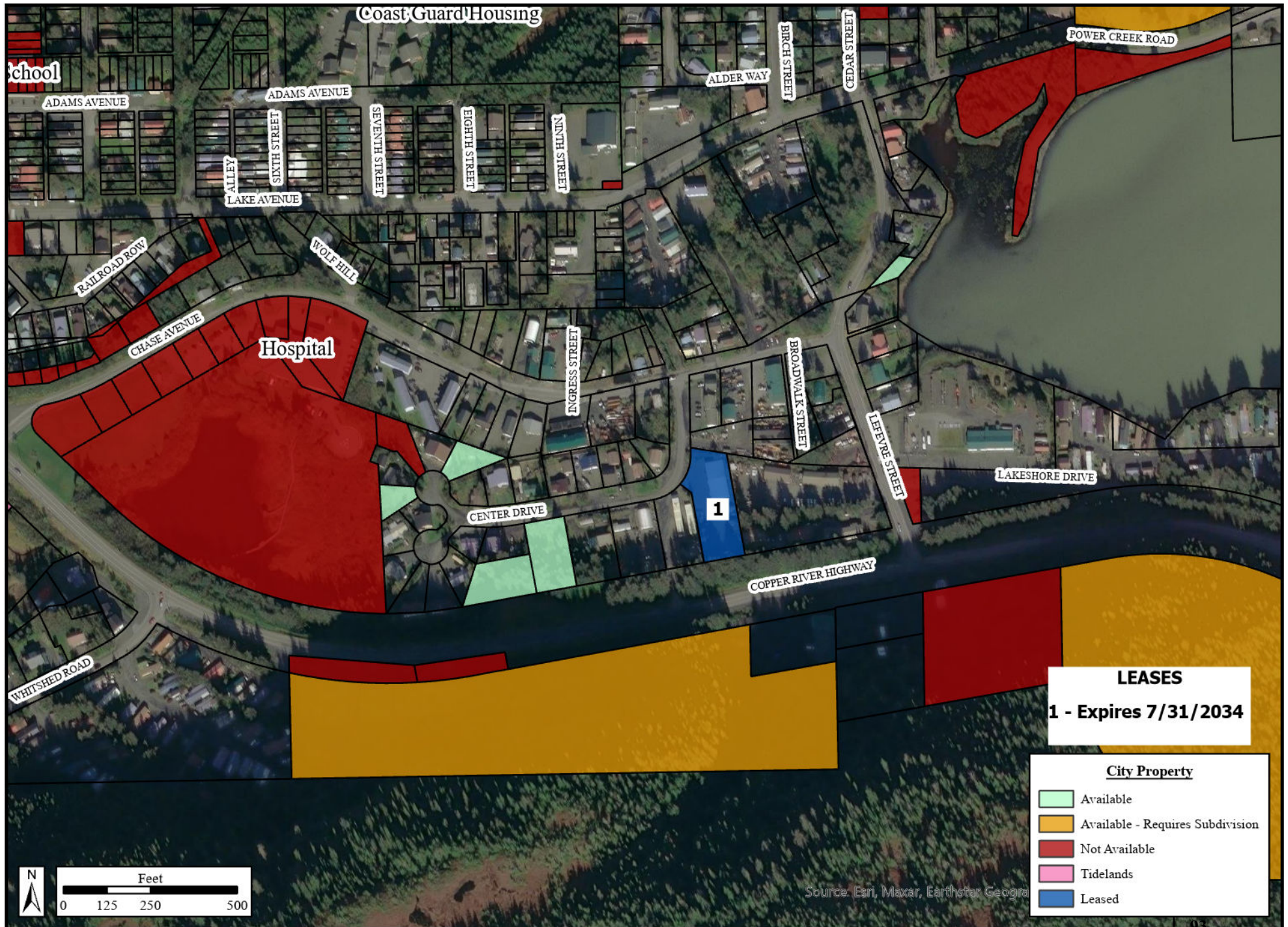
Odiak Slough



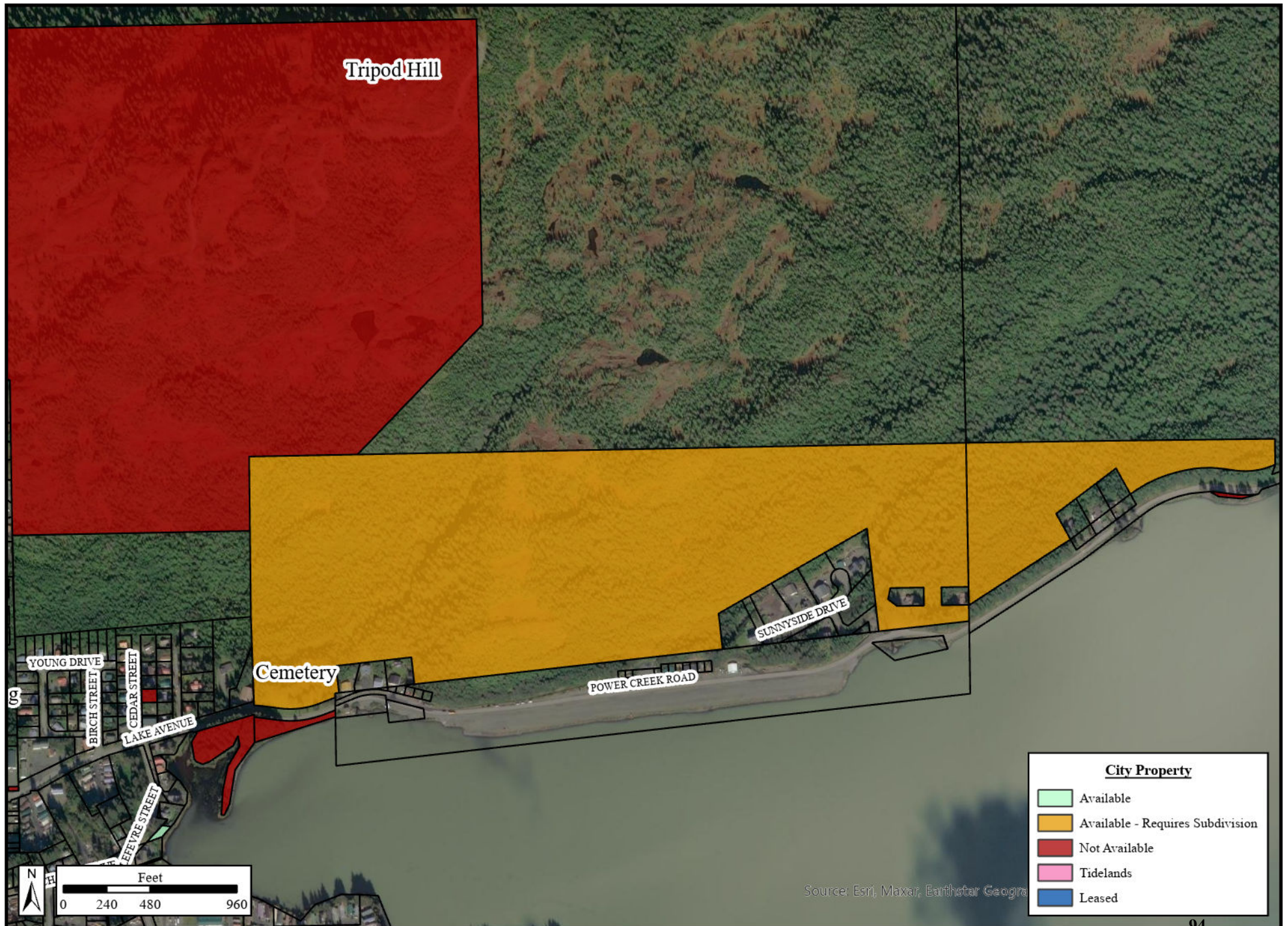
Whitshed Road



Odiak Park



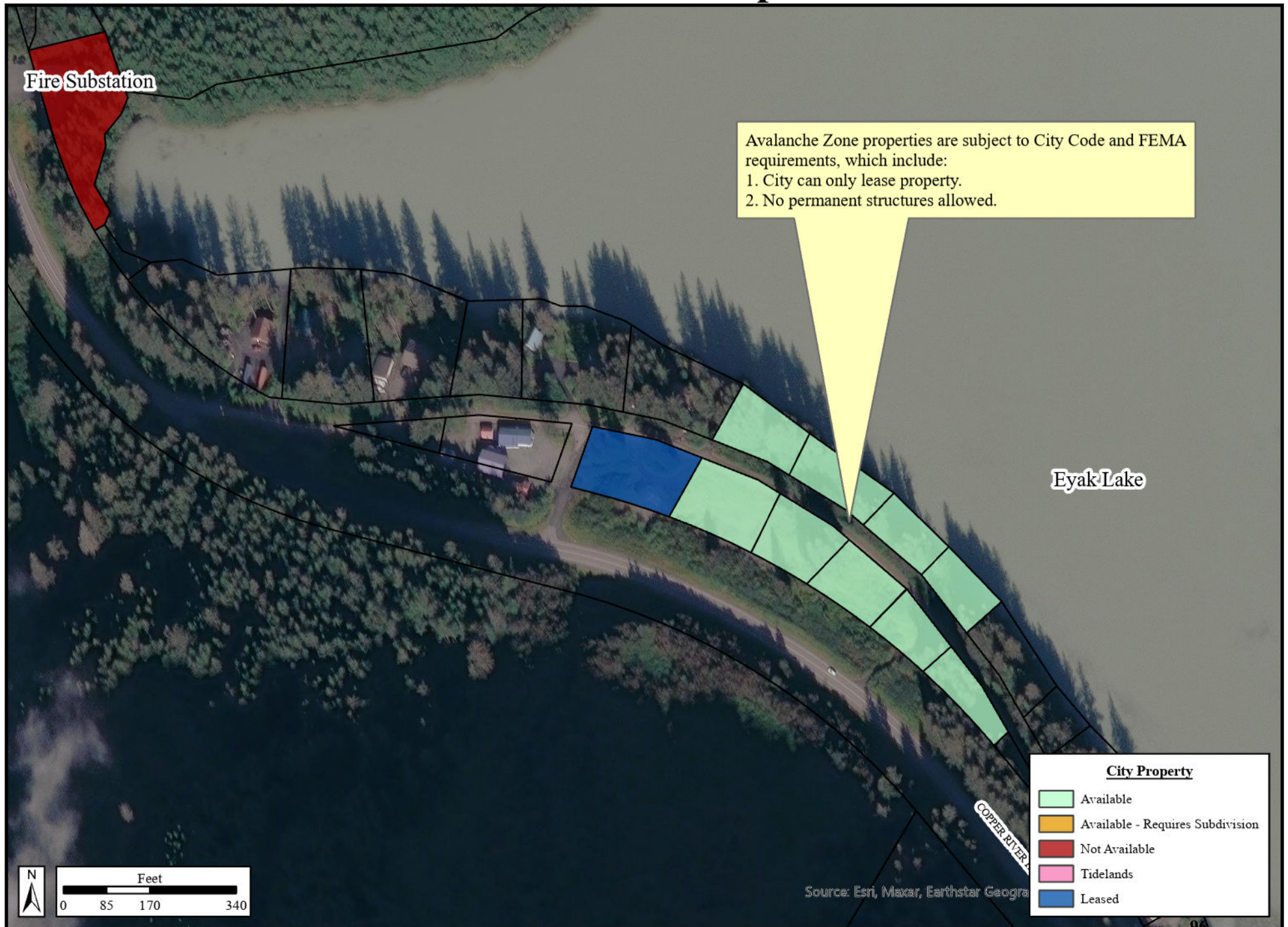
Power Creek Road



Eyak Lake



Five Mile Loop



**CITY OF CORDOVA, ALASKA
PLANNING COMMISSION
RESOLUTION 25-02**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CORDOVA,
ALASKA RECOMMENDING THE CITY COUNCIL OF THE CITY OF CORDOVA, ALASKA
ADOPT THE 2025 LAND DISPOSAL MAPS**

WHEREAS, the City Planner is directed by Cordova Municipal Code Section 7.40.060 (B) – *Once per year, the City Planner shall review, with the Planning and Zoning Commission, the land disposal map to consider possible changes to the current designations or to add or remove properties to accurately reflect the status of City real property. The Planning and Zoning Commission shall then forward a recommendation to the City Council for adoption.*; and

WHEREAS, the Planning Commission has determined that annually reviewing and recommending the Land Disposal Maps for City Council’s approval will enable the City Manager and City Planner to efficiently determine if land is available for purchase, lease, or lease to purchase; and

WHEREAS, the Planning Commission has identified these Land Disposal Maps as the most current and updated version to be used in the land disposal process; and

WHEREAS, having annually updated maps will benefit the residents of Cordova by providing maps for public review.

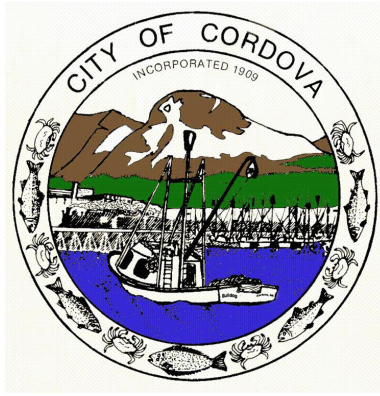
NOW, THEREFORE BE IT RESOLVED THAT the Planning Commission of the City of Cordova, Alaska hereby recommend the City Council of the City of Cordova, Alaska adopt the 2025 Land Disposal Maps.

PASSED AND APPROVED THIS 11th DAY OF FEBRUARY 2025

Tania Harrison, Chair

ATTEST:

Amanda Hadley Coward, City Planner



AGENDA ITEM # 10f

Planning Commission Meeting Date: 02/11/2025

PLANNING COMMISSION COMMUNICATION FORM

FROM: Amanda Hadley Coward, City Planner

DATE: Tuesday February 11, 2025

ITEM: Request For Proposals Planning Commission Review and Scoring Criteria Update
Continued Discussion

NEXT STEP: Review and Discuss Updating the Request for Proposals Review and Scoring
Criteria

☒ INFORMATION
☐ MOTION
☐ RESOLUTION

I. REQUEST OR ISSUE:

The Planning Commission, after using the existing Request for Proposals (RFP) scoring criteria at their 04/9/24 meeting, determined that the criteria should be revisited and potentially updated. It was discussed at the 05/14/24, 06/11/24, and 11/19/24 meetings. After compiling notes and creating more robust documents based off the Commission's recommendations it was decided that there would be a discussion regarding the new documents. This discussion is to determine how to move forward with modification of these documents as needed.

II. RECOMMENDED ACTION / NEXT STEP:

No motion necessary, the commission should discuss the topic.

III. FISCAL IMPACTS:

N/A

IV. BACKGROUND INFORMATION:

While reviewing proposals at the 04/8/24, 05/14/24, 06/11/24, and 11/19/24 meetings, the Planning Commission determined that the review criteria appeared to be unclear and may no longer align with the needs, goals, and values of the city. This was confirmed when it was realized that many commissioners had their own interpretation and meaning for the existing criteria. The commission then decided that the criteria and review process need to be examined and potentially updated to create better clarity.

The existing criteria (attached to this memo) was created over a series of meetings in 2011. The idea to create criteria came from the commission themselves. After reviewing multiple proposals with no set review process, they saw that there is a need to create a process that includes some objectivity to the process, but also recognized that ultimately it is a subjective process. In addition to providing direction for the commission in their review, they saw the creation of criteria as a way to also guide the development to meet the needs and values of the community.

When creating these they had many of the same concerns as the commission today. There were concerns with how vague the sections were as there were not clear definitions. This also brought up the concern of how the future commissions would interpret the criteria. Ultimately it was determined that these criteria should be owned and modified by each commission as they see fit.

The following are some loose “definitions” that seemed to get general consensus from the commission at the time of creation. I have not finished combing through the records, so this list is incomplete at this time.

Importance to Community: Comparing proposed uses to intended zoning (flower shop vs boat repair shop in commercial zone)

Enhanced Architectural Design: Building aesthetic, building material, energy efficiency, landscaping, sidewalks, greenspaces / public spaces.

The Planning Commission had an initial discussion at their 05/14/24 meeting.

The discussion began with talking about if the criteria are to be used as just an advisory tool or if they are used to choose the best proposal. It was decided that these criteria should be used as an advisory tool for the commission to make a recommendation. This leaves it open for the commission to have discretion as not every criterion can be accounted for. If a proposal comes forward that includes a need or desire of the that is not accounted for in the criteria, the commission is not held to the rigidity of the criteria.

The commission discussed adding a “preference bonus” to proposal scores for those with State or local residency. This could be tied to your PFD status. Could be two tiered, you get X% bonus for state residency, and then X% bonus if also a local resident.

Staff explained that when they issue an RFP they include two different sheets. One being the review criteria, the second is a list of questions (attached to this memo) that staff puts together which are

somewhat tailored to each RFP. These questions are to pull more specific information out from the applicants in their proposals. The commission asked to either add questions or modify the existing ones to pull out more information regarding business plans such as well as getting more specific information on financing plans.

The commission decided that there should be definitions for each criterion and that these definitions should then be included with the RFP. The commission then decided to go through and discuss each of the criterion individually.

“Value of Improvements” - There was a desire to have this clarified that this criterion has to do with what the estimated property / improvement value will be for property tax purposes.

“Number of Employees” - it was determined that the commission would like to see this clarified that this is referring to the number of additional direct employees not including the owner.

At the 11/19/24 Commission meeting, the discussion was continued and staff was given further clarification on what the Commission would like to see clarified for the following criteria:

“5 year business plan” – remove 5 years and make it just “Business Plan”. The proposers should provide information about the market need, their financing plan, and a year by year timeline for construction and then business progression.

“Enhanced Architectural Design” – use definitions from the 2011 meeting “Building aesthetic, building material, energy efficiency, landscaping, sidewalks, greenspaces / public spaces” and specify to include a detailed site plan and elevation drawings.

“Sales Tax Revenue” – Clarify that it is only the direct expected sales tax from the proposed use.

“Importance to Community” – Clarify that this is looking at how the proposed use fills a gap or provides a need in the community that is not being met”

“Consistency with Comprehensive Plan” – Include a blurb about the proposer needing to site what goals and policies within the Comprehensive Plan the proposed use meets and how it meets them.

The commission ended the meeting and decided to pick the discussion back up at a future meeting.

VI. LEGAL ISSUES:

N/A

VII. SUMMARY AND ALTERNATIVES:

The Planning Commission has requested that the new Land Disposal Evaluation Criteria (for Planning Commission Use) and the Cordova Land Disposal Proposal Criteria be used as the documents for the RFP process with the edits and changes specified by the Commission at the meeting of Tuesday February 11, 2025. Once these changes are made the Planning Commission will again review these documents at the March 2025 regular meeting.

VIII. ATTACHMENTS:

- A. RFP Review Criteria 2011 Document
- B. Land Disposal Evaluation Criteria (for Planning Commission)
- C. Cordova Land Disposal Proposal Criteria (for the Public)

Please review the attached section of Code for the permitted uses within the **Waterfront Industrial District**.
Additional Minimum Information Required (please attach separately with this proposal form):

1. Describe the development you're proposing.
2. What is the proposed square footage of the development?
3. Provide a sketch, to scale, of the proposed development in relationship to the lot. (Attachment C)
4. What is the benefit of the proposed development to the community?
5. What is the value of the proposed improvements (in dollars)?
6. What is your proposed timeline for development?

Included for your convenience:

Attachment A: Criteria used when evaluating each submitted proposal.

Attachment B: A location map showing the subject property.

Attachment C: The property parcel with measurements.

Attachment D: Cordova Municipal Code - Waterfront Industrial District

Attachment E: Sample Lease with Option to Purchase Agreement

Please mail proposals to: **City of Cordova**
 Attn: City Manager
 C/O Impound Lot Proposals
 P.O. Box 1210
 Cordova, Alaska 99574

Or email proposals to citymanager@cityofcordova.net and planning@cityofcordova.net. The email subject line shall be "Proposal for Lot 4A, Block 5," and the proposal shall be attached to the email as a PDF file.

Or deliver your proposal to the front desk at City Hall.

For questions or more information about the land disposal process, contact the City Planning Department at 424-6220, planning@cityofcordova.net, or stop by in person.

Proposals received after Friday, March 1st, 2024 at 4:30 PM will not be considered.

ATTACHMENT A

Each proposal will be evaluated on the criteria in the table below. Each criteria will be scored from 1-10. The multiplier will then be applied to the scores to determine a final score.

A proposals score is not the final determination on if it will be chosen. City Council has ultimate discretion and may select the proposal they determine best based on their own determination. The Council may also reject any and all proposals based on their own determination.

Final Land Disposal Evaluation Criteria

Criteria	Multiplier	Proposal Rank 1-10	Subtotal for Proposal
Value of improvements	1.75		
Number of Employees	1.5		
Sales Tax Revenue	1.25		
Importance to Community	1.75		
5yr Business Plan/Timeline	0.75		
Enhanced Architectural Design	1		
Proposal Price	1		
Consistency with Comprehensive Plan	1		
Total			

Land Disposal Evaluation Criteria (For Planning Commission Use)

Purpose: This evaluation criteria provides a clear, easy-to-use system for scoring project proposals fairly and consistently. Each section includes specific criteria to guide evaluators, ensuring alignment with Cordova's goals and values.

Proposal Price \$_____

Category	Criteria	Max Points	Score
1. <u>Alignment with The Cordova Comprehensive Plan</u>		20	
- Does the project support Cordova's goals? (economic growth, sustainability, cultural preservation)	12		
- Does it align with specific strategies? (e.g., housing, public spaces, business support)	8		
<u>Comments:</u>			
2. <u>Community Benefits</u>		20	
- Does the project improve quality of life? (e.g., housing, parks, public spaces)	10		
- Does it enhance architectural character of the community?	5		
- Was community input sought and incorporated?	5		
<u>Comments:</u>			
3. <u>Economic Development</u>		25	
- Does it directly create jobs (not owner(s)), support local businesses, or attract investment opportunities?	10		
- Estimated monetary value of the completed project and it's long-term financial benefits for Cordova (e.g., increased tax revenue, reduce city costs)?	5		
- Do they incorporate a comprehensive business plan?	5		
- Do they incorporate their funding sources and financial projections?	5		
<u>Comments:</u>			
4. <u>Environmental Stewardship</u>		10	
- Does the project include eco-friendly practices and comply with environmental regulations and provide long-term sustainability and resilience?	10		
<u>Comments:</u>			

5. Proposer's Experience**15**

- Does the proposer have a proven track record of successful projects? **5**
(similar projects preferred)
- Do they demonstrate local knowledge and partnerships with the **5**
Community of Cordova and its stakeholders?

Comments:**6. Feasibility and Risk Management****10**

- Is the project timeline realistic and achievable? **5**
- Are (5) five risks identified and addressed with clear mitigation **5**
strategies?

Comments:**7. Compliance with Local Laws & Ordinances****5**

- Does it follow Cordova's land disposal and zoning regulations? **5**

Comments:

Scoring Instructions

1. Review the criteria in each category and assign a score based on how well the proposal meets the expectations.
2. Write comments or notes explaining your score in the space below the rubric.
3. Total the scores from all categories. The highest total score represents the most suitable proposal.
4. If there's a tie, prioritize the proposal with higher scores in "Alignment with Cordova Comprehensive Plan" and "Community Benefits."

Total Score: _____ / 100**Comments:**

**This rubric simplifies the evaluation process, ensuring clear, unbiased scoring while selecting the best projects for Cordova.*

The 2019 Cordova Comprehensive Plan outlines several key goals to guide the city's development and enhance residents' quality of life. These goals focus on various aspects of community growth and well-being:

1. **Economic Growth:** Foster a diverse and resilient economy by supporting local businesses, attracting new investments, and creating job opportunities.
2. **Sustainability:** Promote environmentally responsible practices to ensure long-term ecological health, including the use of eco-friendly methods and compliance with environmental regulations.
3. **Cultural Preservation:** Protect and celebrate Cordova's rich cultural heritage by preserving historical sites and promoting cultural activities.
4. **Housing Development:** Address housing needs by supporting the development of affordable and diverse housing options to accommodate current and future residents.
5. **Public Spaces Enhancement:** Improve and maintain parks, recreational areas, and public facilities to enhance the quality of life and provide inclusive access for all residents.
6. **Community Engagement:** Encourage active participation from residents in decision-making processes, ensuring that community input is sought and incorporated into planning and development initiatives.
7. **Infrastructure Improvement:** Invest in and maintain essential infrastructure, including transportation networks and public utilities, to support the city's growth and connectivity.
8. **Environmental Stewardship:** Implement practices that promote long-term sustainability and resilience, ensuring the protection of natural resources for future generations.

These goals serve as a foundation for evaluating project proposals, ensuring they align with Cordova's vision for a vibrant, sustainable, and inclusive community.

For more detailed information, you can refer to the [2019 Cordova Comprehensive Plan](#).

Cordova Land Disposal Proposal Criteria (For Public Use)

Purpose

This is designed to help the public understand and apply the criteria used to evaluate land disposal projects in Cordova. The applicant will develop a detailed project proposal, supported by documents, to demonstrate how their project aligns with the city's goals and values. The attached rubric will be used to assess their proposal.

Assignment Overview

You are creating a detailed project proposal for land development in Cordova. Your proposal must address the following categories:

1. Alignment with the Cordova Comprehensive Plan (20 points)

- Describe how your project supports Cordova's goals for economic growth, sustainability, and cultural preservation. Provide specific examples. (12 pts)
- Explain how your project aligns with strategies for housing, public spaces, or business development as outlined in the Comprehensive Plan. (8 pts)

Deliverables:

- A written description (1-2 pages) explaining the project's alignment with the Comprehensive Plan.
- Supporting documents or visuals (e.g., maps, renderings).

2. Community Benefits (20 points)

- Explain how your project improves the quality of life for Cordova residents, including access to housing, parks, or public spaces. (10 pts)
- Describe how your project enhances the architectural character of the community. (5 pts)
- Provide evidence of community engagement, such as surveys, public input sessions, or testimonials. (5 pts)

Deliverables:

- A written explanation of community benefits (1-2 pages).
- Documentation of community engagement activities (e.g., concept designs, meeting notes, survey results, community support letters).

3. Economic Development (25 points)

- Detail how your project creates jobs (excluding owner(s)), supports local businesses, or attracts investment opportunities. (10 pts)
- Provide an estimated monetary value of the completed project and its long-term financial benefits for Cordova (e.g., increased tax revenue, reduced city costs). (5 pts)
- Include a comprehensive business plan that outlines funding sources and financial projections. (10 pts)

Deliverables:

- A business plan (2-3 pages) with financial details.
- Supporting documents (e.g., spreadsheets, charts).

4. Environmental Stewardship (10 points)

- Outline the eco-friendly practices included in your project and how they comply with environmental regulations and explain how the project promotes long-term sustainability and resilience. (10 pts)

Deliverables:

- A sustainability report (1-2 pages).
- Evidence of how you will comply with environmental standards (e.g., certifications you will obtain, or detailed processes you will comply with).

5. Proposer's Experience (15 points)

- Highlight your track record with successful projects. (similar projects preferred) (5 pts)
- Demonstrate your understanding of Cordova's community and partnerships with local stakeholders. (5 pts)

Deliverables:

- A professional portfolio showcasing past projects.
- Letters of support or partnership agreements.

6. Feasibility and Risk Management (10 points)

- Provide a realistic project timeline with milestones. (5 pts)
- Identify (5) five potential risks and propose mitigation strategies. (5 pts)

Deliverables:

- A detailed project timeline (1 page).
- A risk management plan (1 page).

7. Compliance with Local Laws and Ordinances (5 points)

- Demonstrate how your project complies with Cordova's land disposal and zoning regulations. (5 pts)

Deliverables:

- A compliance report (1 page).
- References to relevant laws or ordinances. CMC 5.22 Land Disposal and CMC Title 18 Zoning.

Grading Rubric

The attached grading rubric will be used to evaluate your project. Please ensure your proposal addresses all categories and includes the required deliverables as outlined above.

Category	Criteria	Max Points
Alignment with the Comprehensive Plan	Supports Cordova's goals and aligns with specific strategies	20
Community Benefits	Improves quality of life, enhances architectural character, and incorporates community input	20
Economic Development	Creates jobs, provides financial benefits, and includes a business plan	25
Environmental Stewardship	Includes eco-friendly practices and promotes sustainability	10
Proposer's Experience	Demonstrates track record and local knowledge	15
Feasibility and Risk Management	Provides realistic timeline and risk mitigation strategies	10
Compliance with Local Laws	Adheres to land disposal and zoning regulations	5
Total		100

Final Submission: Your completed proposal and supporting documents are due by **[Insert Due Date]**. Late submissions will not be accepted.