

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

**1. CALL TO ORDER**

*Mark Hall* called the meeting to order at approximately 6:35pm.

**2. ROLL CALL**

*Chair Tania Harrison* not present, *Vice Chair Mark Hall* present, Commissioners *Chris Bolin* present, *Sarah Trumblee* present, *Kris Ranney* present, *Gail Foode* present, and *Sean Den Adel* present via Zoom.

**3. APPROVAL OF AGENDA**

*M/Trumblee* to approve the agenda with the amendment that the unfinished business be taken after the new business.  
*S/Bolin.*

**Vote: 6 yeas, 0 nays, 1 absent**

**4. APPROVAL OF CONSENT CALENDAR**

*M/Foode* to Approve Meeting Minutes from January 14, 2025.

*S/Ranney.*

**Vote: 6 yeas, 0 nays, 1 absent**

**5. DISCLOSURES OF CONFLICTS OF INTEREST AND EX PARTE COMMUNICATIONS**

*Trumblee* Works for Native Village of Eyak and said that she doesn't know if that is a conflict for item "10. B." Letter of Interest for Portion of Tract B, Terminal Ground B Subdivision.

The commission members asked if she works directly on this project?

*Trumblee* said she doesn't work with any of the capital projects.

Determined that there is no conflict.

**6. CORRESPONDENCE**

**7. COMMUNICATIONS BY AND PETITIONS FROM VISITORS**

a. Guest Speakers

**Alaska Municipal League Britta Hamre, Principal Planner and Grace Fluharty, Junior Planner.** Presentation on the Safe Streets and Roads for All Program. Safety action plan for Cordova is underway.

**Brooke Mallory, Native Village of Eyak Chairwoman**

Speaking on the grant they are trying to receive for a new structure for the Ilanka Community Health Clinic. They do have blasters in town and would be able to develop the land they are asking from the City. The Cordova Community Medical Center and the Ilanka Health Board are having meeting regarding the future of the hospital and this clinic would just be replacing the existing Ilanka Community Health Clinic not to expand as these are different discussions being had. Ilanka Cultural Center does need to also be relocated, and the Chairwoman spoke to the future of the location being in the Central Business District. She wanted to clarify that the Native Village of Eyak does pay property tax and sales tax.

b. Audience comments regarding agenda items (3 minutes per speaker)

**8. PLANNER'S REPORT**

Planners Report

*Hall* can the Planner go into more detail about what happened at the City Council Meeting regarding the Breakwater Fill lot?

The City Planner *Amanda Hadley Coward* gave a quick overview of the agenda item from City Council they gave a history of the lot filled in 2013 at \$1.5 million and that currently they believe it is not being put to its highest and best use. The interested parties who asked that the lot be disposed of according to City Council members did not have a good

track record for follow through on projects. The motion failed and the **vote was 3 yea, 4 nay**, on this agenda item did not go to RFP.

## **9. UNFINISHED BUSINESS**

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

*Moved to Take after New Business.*

## **10. NEW BUSINESS**

- a. Letter of Interest, Lots 18 & 19, Block 23, Original Townsite

*M/Ranney* recommend the City Council dispose of these lots in accordance with the CMC 7.40.040 B by negotiating an agreement with Hassan Falsafi.

*S/Bolin.*

*Ranney* spoke to his motion and talked to the access to the lots in question as Mr. Falsafi does have access to these lots.

*Bolin* big proponent of direct negotiations and these lots have been available as long as he has been on the Planning Commission. He agrees with Ranney that these lots are not easily accessible as the city water tank is blocking an area of access.

*Den Adel* the new dentist is interested then the best interest of the City is to sell the lots to the dentist.

*Foode* is in support of it.

*Trumblee* agrees with direct negotiations and said it sounds like he has a plan.

*Hall* concerns access and utilities in the future an easement would need to be recorded.

*Kevin Johnson* spoke to the future and of selling these lots would need an easement to those lots for access and utilities as part of the negotiations of the sale.

*Den Adel* asked about another possible access point.

*Johnson* spoke to that access being a 14' wide as an ally way easement however the topography might prohibit that route.

**Vote 6 yeas, 0 nays, 1 absent**

- b. Letter of Interest for Portion of Tract B, Terminal Ground B Subdivision

*M/Bolin* 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 requesting sealed proposals to lease or purchase the property.

*S/Trumblee*

*Bolin* dispose by RFP is that what council would recommend is that correct?

*Johnson* correct.

**Bolin** I disagree with requesting sealed proposals NVE has the means to do something like this with this lot and is a great community asset they are looking to improve everyone's quality of life in Cordova and I am for that.

**S/Trumblee** I was going to say almost exactly that I would like to go into direct negotiations but I know that they always say that they want to go to RFP which is silly because this land has been available and people have had the option. I think that NVE has a good plan and taking that rock and using it to fill in an area that is unusable to anyone else for housing is pretty big.

**Hadley Coward** I do want to remind you that you make choices as a Planning Commission and then bring it to City Council with what your actual recommendation is because that is what Council wants.

**Ranney** pedestrian access to the clinic is his concern. Is there any plan to have pedestrian access to that location?

**Johnson** the commission can recommend to council that providing pedestrian access could be a term or condition of a sale of that lot.

**Hall** can we ask the NVE chairwoman their opinion of this.

**Brooke Mallory NVE Chairwoman**, No issue providing pedestrian access on the lot they are requesting. She cannot see improvements occurring on frontage of lots owned by others. This is a clinic that sees more people than our City clinic. As a community service I would not throw roadblocks on this clinic. Do you want a clinic or not? It is for the benefit of all of us. If you go to the dentist he is also in that building and will be moving to the new one. Not unreasonable to improve the frontage along the lot requested but not other properties not owned by NVE. The chairwoman said that this would be asking them to jump through more hoops than other community members would be.

**The following amendment was then made to the main motion:**

**M/Raney** to Amended the main motion and to 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 Negotiating an agreement with Native Village of Eyak to lease or purchase the property.

**S/Foode**

**Vote Amending the Main Motion: 6 yeas, 0 nays, 1 absent.**

**Ranney** speaking to his motion to change to direct negotiations he stated that without the resources of NVE this land would be undevelopable land.

**Foode** stated that if we do not go with direct negotiations, she fears that the (grant) money and clinic would go to another community, and we would miss out on this opportunity.

**Ranney** spoke to his concern on pedestrian access to that location from the city center. The commission shared the idea that the suggestion of sidewalks on the frontage of the building might be a consideration for Council to require as part of the land sale. There was an additional suggestion that NVE, City, and State collectively work on improving sidewalk access from Whitshed Road to the Ilanka Community Health Clinic (IHC) proposed clinic location could be something to consider. The other thought was possible sidewalk access up LeFevre to the highway.

The Commission asked for the NVE Chairwoman's input about the idea of considering sidewalk access. She stated that putting roadblocks up for development would stifle growth of a community benefiting structure as all who use IHC services and who will be seeing the dentist would be using this proposed building. This extra ask would make them jump through hoops that other community members wouldn't need to for development. Including to improve

frontage along property that does not belong to NVE. She asked that this be streamlined as this is land no one has asked for in years instead of going with RFPs.

**Trumblee** wouldn't want the pedestrian access to be a deal breaker. This is something they hope will be a value add for ICHC to include on their own accord but would not be a requirement. Transport is included by NVE for appointments if needed.

**Vote on the Main Motion as Amended: 6 yeas, 0 nays, 1 absent.**

c. Conditional Use Permit Review/Request for Lot 4A, North Fill Development Park Addition #2

**M/Bolin** 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. As per Staff recommendations Conditional Use Permit can be granted with the special conditions.

**S/Ranney**

**Bolin** See Staffs recommendations of 50% of the upstairs or less be residential.

**Johnson** the requirement of 50% or less being residential would keep in accordance with prior granted Conditional Use Permit in that same zone that was done for Cordova Telecom Cooperative (CTC).

**Vote 6 yeas, 0 nays, 1 absent**

d. Shipyard Expansion

**Hall** opened the item for discussion.

**Ranney** spoke to the history and possibility of the future of the Shipyard.

**Bolin** the boat haul out has some issues with the tide ripping through and a shipyard expansion could bring a breakwater to help with that issue.

**Bolin** natural gas company to bring in natural gas through a deepwater port.

e. Update Land Disposal Maps

**M/Bolin**

**S/Ranney**

**Trumblee** asked about the Cemetery on Power Creek Road on the Land Disposal Maps and if Staff could clarify why this isn't marked unavailable.

**Hadley Coward** clarified that on the coversheet of the Land Disposal Maps the designation does say 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.

**Hall** asked regarding why the Lots 1, 2A, & 18, Block 25, Original Townsite are marked unavailable on the Land Disposal Maps and would like Staff to clarify this.

**Bolin** Lot 8, Block 10, USS 2981 is marked unavailable on the Land Disposal Maps and would like Staff to clarify this.

Questions for the City Planner to research and return with an update to the Planning Commission

M/Trumblee Amend the Motion to refer back to staff

S/Bolin

**On Main Motion as Amended:**

**Vote 6 yea, 0 nay, 1 absent**

[PAUSED FOR SHORT BREAK]

- f. Request For Proposals Planning Commission Review and Scoring Criteria Update Discussion  
Informational  
2011 a scoring document was created for RFP's. This was a document that the current Planning and Zoning Commission would like to be updated and give more clarity.

**Ranney** mathematical scoring uniformity.

**Foode** the document answers a lot of questions that were going through her mind.

**Den Adel** would like to have a practice run on scoring a proposal.

**Bolin** thanked the City Planner for bringing forth this comprehensive document.

**Ranney** and **Hall** were discussing a minimum requirement.

**Den Adel** Scoring instructions should be moved to the beginning of the document before the categories.

**Johnson** asked a question of the Commission is there a financial component that we would like to ask in the RFP scoring criteria.

**Hadley Coward** asked would the bank statements or financial documents would then be public record.

**Johnson** answered this as yes it would be public record.

**Ranney** I don't think we should require that level of financial disclosure. We are trying to improve the community not trying to making a lot of money on each transaction.

**Johnson** are we going to tie this property up for the next ten (10) years when someone can't actually preform.

**Hadley Coward** should we have a scoring criteria that gives the first person who puts in a letter of interest an extra point or something for being the one to put in a letter of interest to open up the lot for the land disposal process.

**Hall** in the land disposal process the letter of interest goes to the planning commission that is one meeting with a public agenda and then City Council Meeting with a public agenda. That is two meeting someone has to go and put in a letter of interest for the same lot. Then it goes to RFP but they had two meeting to talk about this lot before it was disposed of and it could have gone to direct negotiations. If someone would have come to the meetings and said they wanted to do something with the lot that could trigger the RFP process at that time.

**Trumblee** ask about a joint meeting with the City Council to talk about this process.

**Hall** when we put in our wording that we should put into our recommendation that no one has put in for this lot so it should go for direct negotiations.

**Hadley Coward** ask for clarity on the scoring and points for the first person to put in a letter of interest.

**Ranney** not in favor of that.

**Bolin and Johnson** talking about the financial documents requested and that it could be vague and the proposer can give what they would like.

## **UNFINISHED BUSINESS**

### **a. Creation of Request for Proposals for Land Disposal of Lots 19 – 25, Block 6, Original Townsite**

**M/Ranney** I move to formulate the creation of a Request for Proposals for Lots 19 – 25, Block 6, Original Townsite.

**S/Bolin**

**Ranney** High or medium density housing with a bottom floor commercial component making it a one parking per dwelling unit requirement.

**Johnson** Cautioned the Planning Commission to leave the design to the proposers not to give to many restrictions to allow developers and professionals to bring their proposals. The Commission can give their preferences but then they should leave it vague.

**Hall** we could use this as a test case to then put out more properties as a crafted RFP.

**Bolin** agrees with Commissioner Ranney on the one per off street parking from the alleyway, Second Street should be the first floor for commercial, and above that should be residential. As a preference but not to restrict any developers from making it all residential or commercial

The commission agreed that uses such as but not restricted to could be the possible language usage for this RFP.

**Vote 6 yea, 0 nay, 1 absent**

## **11. AUDIENCE COMMENTS**

## **12. COMMISSION COMMENTS**

**Den Adel** This was a productive meeting I feel like we covered a lot today.

**Bolin** Thanks everyone for your time Staff and audience participation, thank you Staff and commission with the work on the lake lot moving forward.

**Ranney** Thanks Amanda you put a lot of work into this one and will put a lot of work into the next one.

**Foode** Yeah thank you so much.

**Trumblee** I don't think we have ever had a packet this big I have enjoyed seeing people in the audience and having participation so thank you.

**Hall** Thank you.

**Bolin** I want to make everyone aware that we are now livestreaming the meeting. Cudos to Amanda for getting us online.

**Hadley Coward** we are now able to use Zoom so please make sure that you use that if you are sick or travelling so that we can have your voice heard and continue the discussion, I really appreciate all of you.

### 13. ADJOURNMENT

**M/Ranney** to adjourn the meeting.

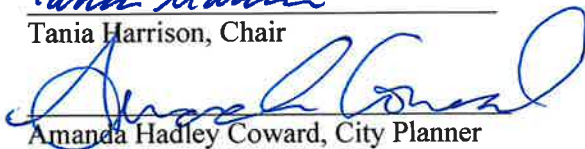
**S/Bolin**

**Meeting is adjourned.**

Approved:



Tania Harrison, Chair



Amanda Hadley Coward, City Planner

