

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 September 09, 2025, AT 6:30 PM
CORDOVA CENTER COMMUNITY ROOM A & B**

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. Record excused absence of Tania Harrison, Sean Den Adel, and Gail Foode from the August 12, 2025, Regular Meeting

5. DISCLOSURES OF CONFLICTS OF INTEREST AND EX PARTE COMMUNICATIONS

6. CORRESPONDENCE

7. COMMUNICATIONS BY AND PETITIONS FROM VISITORS

- a. Guest Speakers
b. Audience comments regarding agenda items (3 minutes per speaker)

8. PLANNER'S REPORT.....Page 1

9. UNFINISHED BUSINESS

10. NEW BUSINESS

- a. Letter of Interest for City T-Dock a Portion of ATS 220 & a Portion of Lot 1, Block 7A Tidewater Development ParkPage 3
b. Letter of Interest for a Two (2) Acre Portion of ASLS 79-263.....Page 9
c. Land Disposal Map Review Regarding RurAL CAP's Mutual Self-Help Housing Program.....Page 15

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.

Planner's Report

To: Planning and Zoning Commission
From: Amanda Hadley Coward, City planner
Date: Tuesday September 09, 2025
Re: Recent Activities and Updates

1. Tsunami Evacuation Line Update:

- Tsunami evacuation map update: Based on updated modeling, the tsunami inundation zone has been shifted to include newly affected areas of town. This has required the evacuation boundary to be shifted as well. These changes will ensure the public is aware of the minimum distance they must travel to be outside of the inundation zone. Brochures for the public are in print and will be available at the Fire Department for distribution.

2. Tsunami Sirens Installation:

- The completed installation of two additional tsunami sirens occurred and one siren relocated to a new location.
- The locations of the new high-powered sirens are at the corner of the Copper River Highway and Eyak Drive. The other high-powered siren is at on New England Cannery Road at the Shipyard. The relocated siren went from the Shipyard to the end of Orca Cannery. The existing tsunami siren locations are at the South Harbor, LeFevre and Copper River Highway intersection, and Whitshed Heney Creek Bridge.

3. Seismic Tsunami Operations Workshop:

- The State of Alaska Division of Homeland Security and Emergency Management requested that the City of Cordova send a representative to a conference they put together for emergency preparedness issues facing Southeast and South-Central Alaska Coastal Communities.
- Itinerary of classes: Tsunami Threat to Coastal Alaska, Modeling and Mapping Tsunami Inundation, The Tsunami ReayProgram, Southeast Alaka Landslide Risks and Monitoring, Southeast Alaska Forecasting, Preparing For the Next Tsunami, Maritime Guidance for Boaters and Harbor Masters, U.S. Coast Guard: Marine Transportation System Recovery Plan, Mass Care: Sheltering and Evacuation Considerations, Individual and Family Preparedness for Earthquakes and Tsunamis, Community Emergency Response Team (CERT), Alaska Department of Environmental Conservation: DEC Disaster Response, Spill Prevention, Preparedness, and Response in Alaska, State Hazard Mitigation Grant Programs, State individual and Public Assistance, Southeast Alaska Volcano Hazards, Community Planning and Resilience, Small Community Emergency Response Plan (SCERP) Building.

4. The Environmental Protection Agency (EPA) Review of Local Canneries:

- The EPA arrived in Cordova to inspect three (3) local canneries and identify chemicals on site and in use. The State of Alaska Division of Homeland Security and Emergency Management representative was also in attendance. The EPA and DHS&EM requested City officials attend the inspections. The Acting Police Chief, Fire Marshal, and City Planner attended these inspections and met with the EPA and DHS&EM.

5. Planning & Zoning Numbers Up to September 05, 2025:

- 18 - Building Permits
- 3 - Conditional Use Permits
- 1 – Variance Application
- 2 - Site Plan Review
- 12 - Letters of Interest
- 2 - Resolutions Passes by Planning Commission
- 5 – Published Requests for Proposals (RFP)
- 3 – Plats Administratively Approved
- 3 – Subdivisions Under Administrative Review



AGENDA ITEM # 10A
Planning Commission Regular Meeting Date: 09/09/2025
PLANNING COMMISSION COMMUNICATION FORM

FROM: Amanda Hadley Coward, City Planner

DATE: Tuesday September 09, 2025

ITEM: Letter of Interest for the City T-Dock Located on a Portion of ATS 220 & on a Portion of Lot 1, Block 7A, Tidewater Development Park

NEXT STEP: Recommendation on Disposal and Disposal Method

<input type="checkbox"/> INFORMATION	<input type="checkbox"/> RESOLUTION
<input checked="" type="checkbox"/> MOTION	<input type="checkbox"/> ORDINANCE

I. REQUEST OR ISSUE:

Requested Actions: Recommendation on Disposal and Disposal Method
Applicant: Camtu's Alaska Wild Seafoods
Legal Description: Block 8, Small Boat Harbor Dock - A Portion of ATS 220 & A Portion of Lot 1, Block 7A, Tidewater Development Park
Parcel Number: 02-059-210
Area: Approximately 17,352 Sq. Ft.
Zoning: Area Not Currently Zoned

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 that City Council dispose of Block 8, Small Boat Harbor Dock – A Portion of ATS 220 and a Portion of Lot 1, Block 7A, Tidewater Development Park approximately 17,352 square feet in size as outlined in Cordova Municipal Code 7.40.060 B by *"

Choose one of the following to insert for the asterisk:

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.

III. FISCAL IMPACTS: The property would become part of the City's lease or sale revenue, possessory interest tax or property tax, and an increase in raw fish tax revenue.

IV. BACKGROUND INFORMATION: Camtu's Alaska Wild Seafoods submitted a letter of interest to purchase the City T-Dock on Breakwater Ave. Their starting offer is one million dollars (\$1,000,000.00). The City T-Dock is located on a portion of ATS 220 and on a portion of Lot 1, Block 7A, Tidewater Development Park.

The City T-Dock was constructed in 1988 this has been utilized by the Coast Guard and the community since that time as a loading, unloading, and mooring area for larger vessels. The dock is 300' long by 32' wide with a drive down dock of 216' long by 13' wide.

The applicant has been using this City dock as a way to receive raw fish for their seafood processing facility. The City T-Dock is maintained by the Harbor and this infrastructure is utilized.

Applicable Code:

7.40.040 - Letter of interest to lease or purchase.

A. A person may submit a letter of interest to the city raising an interest in the purchase or lease of city property. Except as otherwise provided in this chapter, a letter of interest shall be submitted to the city manager and must include the following information:

- 1. The name of the interested party and any other names under which the party does business;*
- 2. The interested party's mailing address and the address of the interested party's registered office in the state, if applicable;*
- 3. The use or purpose for which the interested party proposes to lease or purchase the property, and any additional information required by the city manager, school board, city planner or the planning commission.*

B. The city manager shall refer a letter of interest from a qualified interested party to the city planner. If the city planner finds that the real property is available for lease or purchase, the city planner shall schedule the letter of interest for review by the planning commission.

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).

D. The city council shall review the letter of interest and the planning commission's recommendation, and determine, in the city council's sole discretion, 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.

A. Except as this chapter provides otherwise, all disposals of interests in city real property shall be for no less than fair market value. The city may accept in exchange for an interest in city real property any consideration of sufficient value not prohibited by law.

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.*

C. If the city elects to dispose of an interest in city real property under one of the competitive methods described in subsections (B)(2) through (B)(4), notice of the disposal shall be published in the manner

which the city manager deems most likely to inform the public of the proposed disposal for a period of at least thirty days. At a minimum, the notice shall describe the interest in city real property to be disposed of, the method of disposal, and the time and place for submitting bids or proposals.

D. An invitation for bids to lease or purchase city real property shall specify any minimum price requirement and any required terms.

E. A request for proposals to lease or purchase city real property shall specify the criteria upon which proposals will be evaluated and the minimum rent or purchase price. All proposals submitted in response to a request for proposals shall be reviewed by the planning commission, which shall make a recommendation to the city council to accept or decline any or all of the proposals. The city council shall review the proposals and the planning commission's recommendation and accept or decline any of the proposals.

V. LEGAL ISSUES: Legal review of lease or purchase agreement will be required prior to final approval by City Council.

VI. ALTERNATIVES: Planning Commission may make a motion to recommend or not recommend the lease or purchase of this property.

VII. SUMMARY: Applicant would like to purchase the dock and tidelands located on a Portion of ATS 220 & on a Portion of Lot 1, Block 7A, Tidewater Development Park

VIII. ATTACHMENTS:

1. Letter of Interest
2. Location Map



Letter of Interest For the T-Dock

Friday, August 28th, 2025

From: Tyler & Tu Trinh Dillon
Camtu's Alaska Wild Seafoods
PO BOX 1502
Cordova, AK 99574

To: The City of Cordova
Mayor, City Council, and All
Committees
PO BOX 1210
Cordova, Alaska 99574

Dear Representatives of the City of Cordova, Mayor, Councilmen, and Committees:

We are writing to formally express our interest in purchasing the City's T-Dock. At this time, we are actively exploring several options for the development of a private dock facility to support our operations, and we would like to include the T-Dock as a potential opportunity for consideration.

Today, we have also submitted a formal proposal for the Tidewater Development Park (with an Option to Purchase) alongside this Letter of Interest to explore other dock development opportunities as well. While we continue to evaluate those possibilities and await the discussion for this RFP, we would also like to discuss and explore considerations for the T-dock. We understand that the Tidewater Development Park lot is significant, controversial, and sentimental for a subsection of the community. Therefore, we believe the T-Dock could provide an excellent alternative solution and are eager to explore this path further with the City of Cordova.

We also recognize that this transaction could bring several benefits to the City, including:

- Revenue from the sale, which could be reinvested into community priorities and infrastructure.
- Reduced maintenance obligations for the City, as future upkeep of the T-Dock would be privately managed.
- Continued economic activity on the waterfront, supporting Cordova's working harbor and local industries.
- Ongoing access for large vessels, as we intend to continue allowing large boats to dock and make use of the facilities.
- Partnership opportunities between the City and our company to strengthen Cordova's long-term maritime economy.

As part of this process, we would like to submit an initial offer of \$1,000,000 (One Million Dollars) for the purchase of the T-Dock. We view this as a starting point for discussion and are



open to negotiation to ensure a fair and mutually beneficial agreement for both the City and our operations.

We would greatly appreciate the opportunity to discuss this proposal further and to understand the City's process, requirements, or conditions for moving forward.

Thank you for your time and consideration. We look forward to the possibility of working together and are happy to provide any additional information the Council may need.

Sincerely,

Camtu Ho
President & CEO

Thai Vu
Vice President

Tyler Dillon
Plant Manager, Head of Fleet & Sales

Tu Trinh Dillon
General Manager, Head of Office &
Compliance

**Approximate
Boundary of Subject
Location**





AGENDA ITEM # 10b
Planning Commission Regular Meeting Date: 09/09/2025
PLANNING COMMISSION COMMUNICATION FORM

FROM: Amanda Hadley Coward, City Planner
DATE: Tuesday September 09, 2025
ITEM: Letter of Interest for a Portion of ASLS 79-263
NEXT STEP: Recommendation on Disposal and Disposal Method

☐ INFORMATION
☒ MOTION

☐ RESOLUTION
☐ ORDINANCE

I. REQUEST OR ISSUE:

Requested Actions: Recommendation on Disposal and Disposal Method
Applicant: Native Village of Eyak
Legal Description: A Portion of ASLS 79-263
Parcel Number: 02-033-300
Area: Approximately a Two (2) Acre Portion of the Thirty (30.36) Acre Parcel
Zoning: Waterfront Commercial Park District

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 dispose of a portion of approximately two (2) acres of ASLS 79-263 as outlined in Cordova Municipal Code 7.40.060 B by *”

Choose one of the following to insert for the asterisk:

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 (RFPs) to lease or purchase the property.

III. FISCAL IMPACTS: The property would become part of added infrastructure as a roadway for community use.

IV. BACKGROUND INFORMATION: Native Village of Eyak (NVE) submitted a letter of interest for an approximate two (2) acre portion of ASLS 79-263. On behalf of NVE Collin Bronson who is the Sheppard Point Project Director is requesting this portion of property to provide the roadway with an alignment to connect the Sheppard Point Road and the New England Cannery Road. This parcel is a cliffside area that overlooks Orca Bay.

Applicable Code:

7.40.040 - Letter of interest to lease or purchase.

A. A person may submit a letter of interest to the city raising an interest in the purchase or lease of city property. Except as otherwise provided in this chapter, a letter of interest shall be submitted to the city manager and must include the following information:

- 1. The name of the interested party and any other names under which the party does business;*
- 2. The interested party's mailing address and the address of the interested party's registered office in the state, if applicable;*
- 3. The use or purpose for which the interested party proposes to lease or purchase the property, and any additional information required by the city manager, school board, city planner or the planning commission.*

B. The city manager shall refer a letter of interest from a qualified interested party to the city planner. If the city planner finds that the real property is available for lease or purchase, the city planner shall schedule the letter of interest for review by the planning commission.

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).

D. The city council shall review the letter of interest and the planning commission's recommendation, and determine, in the city council's sole discretion, 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.

A. Except as this chapter provides otherwise, all disposals of interests in city real property shall be for no less than fair market value. The city may accept in exchange for an interest in city real property any consideration of sufficient value not prohibited by law.

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.*

C. If the city elects to dispose of an interest in city real property under one of the competitive methods described in subsections (B)(2) through (B)(4), notice of the disposal shall be published in the manner which the city manager deems most likely to inform the public of the proposed disposal for a period of at least thirty days. At a minimum, the notice shall describe the interest in city real property to be disposed of, the method of disposal, and the time and place for submitting bids or proposals.

D. An invitation for bids to lease or purchase city real property shall specify any minimum price requirement and any required terms.

E. A request for proposals to lease or purchase city real property shall specify the criteria upon which

proposals will be evaluated and the minimum rent or purchase price. All proposals submitted in response to a request for proposals shall be reviewed by the planning commission, which shall make a recommendation to the city council to accept or decline any or all of the proposals. The city council shall review the proposals and the planning commission's recommendation and accept or decline any of the proposals.

V. LEGAL ISSUES: Legal review of lease or purchase agreement will be required prior to final approval by City Council.

VI. SUMMARY AND ALTERNATIVES: Planning Commission may make a motion to recommend or not recommend the lease or purchase of this property.

VI. SUMMARY AND ALTERNATIVES:

- 1) Letter of Interest
- 2) Engineered Project Drawings
- 3) Location Map

Native Village of Eyak
PO Box 1388
705 Second Street
Cordova, AK 99574
Eyak-nsn.gov



10,000 years in our Traditional Homeland, Prince William Sound, the Copper River Delta, and the Gulf of Alaska

August 28, 2025

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

The Native Village of Eyak (NVE) is interested in purchasing property from the City of Cordova as part of the Shepard Point Road Project. This land is critical to the final alignment of the road and can provide the city with access to its surplus land.

As shown in attached Exhibit A, NVE would like to purchase approximately 2 acres in the Tract of New England Cannery Road map (Survey ASLS 79-263 Parcel # 02-033-300) as listed on the 2024 City of Cordova Land Disposal Maps.

Lastly, the proposed work in this area will provide access to the remaining surplus land. Currently, the parcel is isolated due to the extreme cliffs along NE Cannery Road.

Thank you for your consideration and support of the Shepard Point Road Project.

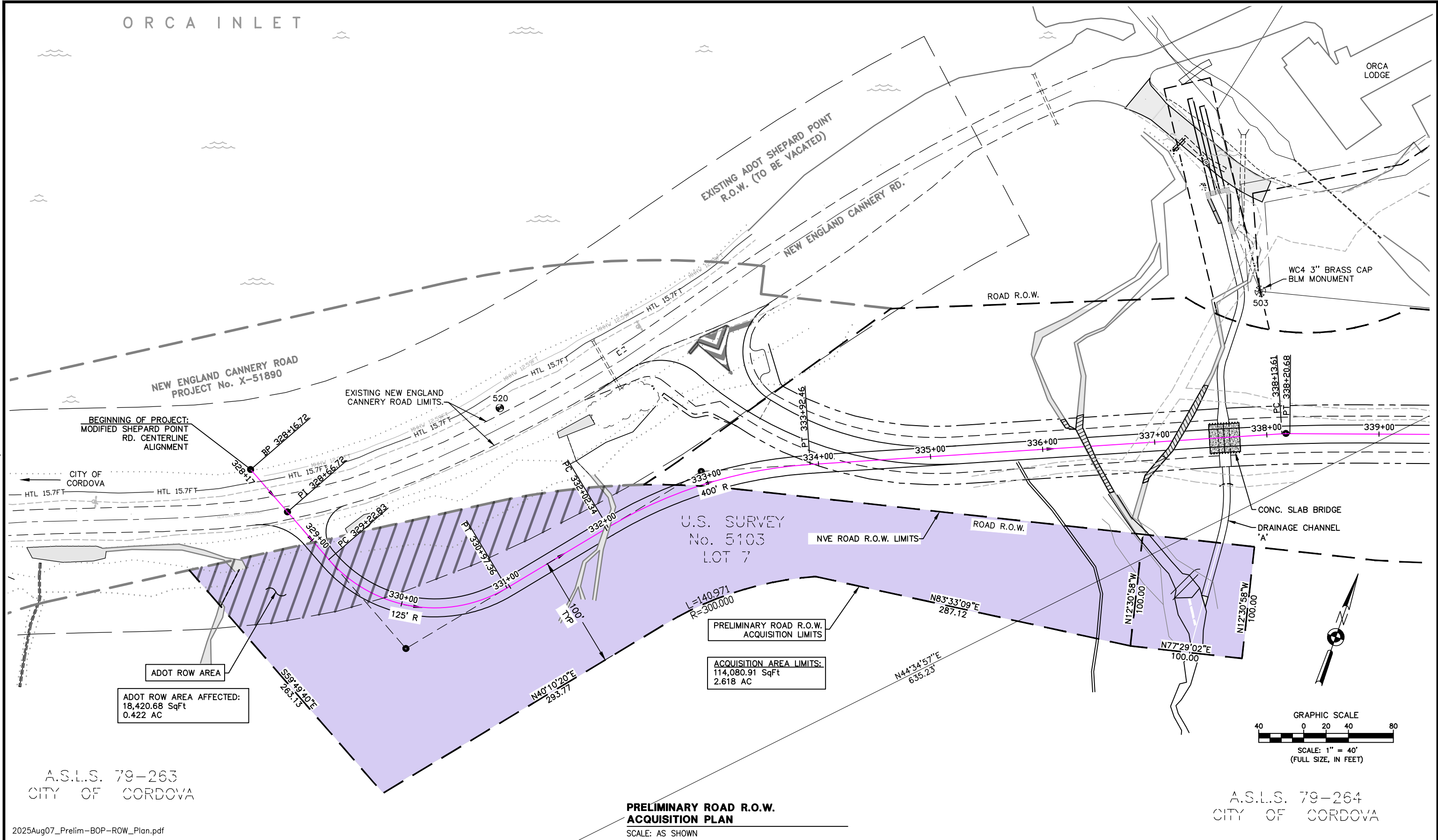
Sincerely,

Collin Bronson

Digitally signed by Collin
Bronson
Date: 2025.08.28 13:47:19
-08'00'

Collin Bronson
Shepard Point Project Director
Native Village of Eyak

CC: Brooke Mallory, NVE Tribal Council Chair
Carolyn Crowder, NVE Executive Director
Amanda Hadley Coward, City Planner
Kraig Hughes, Bristol Engineering



2025Aug07_Prelim-BOP-ROW_Plan.pdf

REVISIONS							
NO.	DATE	BY	DESCRIPTION	NO.	DATE	BY	DESCRIPTION

Project No. 32180055

Bristol

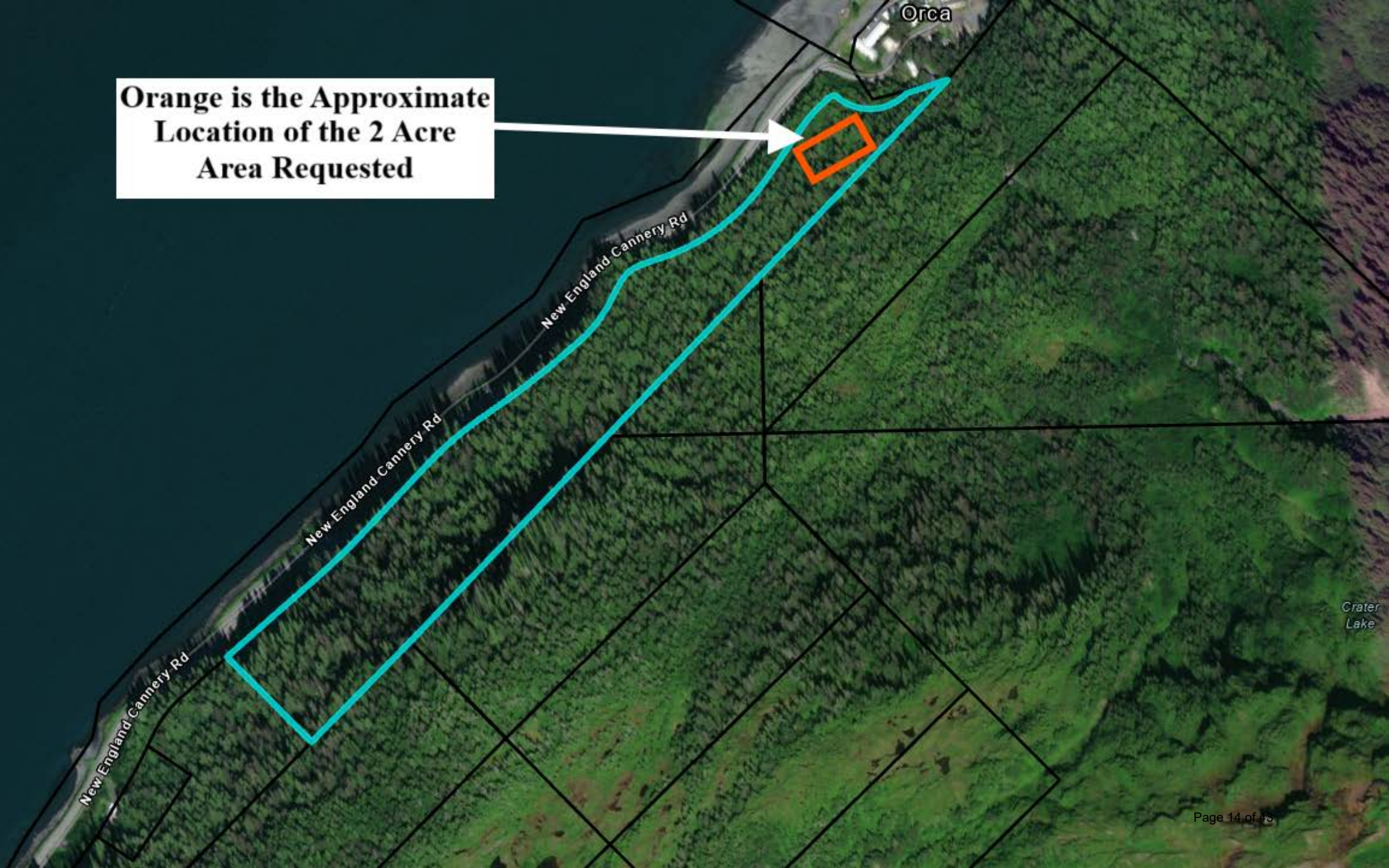
ENGINEERING SERVICES COMPANY, LLC

License Number: AECC697 Phone (907) 563-0013



SHEPARD POINT OIL SPILL RESPONSE ACCESS ROAD EYAK, ALASKA						SHEET NO.
PRELIMINARY ROAD R.O.W. ACQUISITION PLAN						FIG. 1
SCALE: SHOWN	DESIGNED: NKG	CHECKED: KRH	DRAWN: JDG	DATE: 8/7/2025	Page 13 of 43	1 OF 4

**Orange is the Approximate
Location of the 2 Acre
Area Requested**





AGENDA ITEM # 10c
Planning Commission Regular Meeting Date: 09/09/2025
PLANNING COMMISSION COMMUNICATION FORM

FROM: Amanda Hadley Coward, City Planner

DATE: Tuesday September 09, 2025

ITEM: Land Disposal Map Review

NEXT STEP: Recommendation on Land Identified as Possible for Development

☐ INFORMATION
☒ MOTION

☐ RESOLUTION
☐ ORDINANCE

I. REQUEST OR ISSUE:

Requested Actions: Recommendation on City Property for Possible Development by RurAL CAP
Applicant: City Council Request
Legal Description: City Lands
Parcel Number: N/A
Area: City Limits
Zoning: N/A

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 that City Council review the following City property as identified *(insert parcel number(s) here) by the Planning Commission for possible land disposal to RurAL CAP’s self-help housing program.”

III. FISCAL IMPACTS: The property would become part of the City’s lease or purchase revenue and possessory interest tax revenue or property tax revenue.

IV. BACKGROUND INFORMATION: On Wednesday September 03, 2025, the City Council had a Workshop where they invited the Planning Commission to attend this joint meeting. The presenter was the non-profit RurAL CAP - Mi’shell French, Shay Bowman, and Bob Marquez spoke as representatives of their program. As guest speakers they gave a presentation on the Mutual Self-Help Housing program.

Link to City Council Workshop Meeting:

<https://www.youtube.com/live/1lGUNGAXHDo?feature=shared>

Excerpt from their website:

<https://ruralcap.org/client-services/housing/mutual-self-help-housing/>

“In partnership with USDA Rural Development and Alaska Housing Finance Corporation, RurAL CAP’s Mutual Self-Help Housing program gives first time homebuyers an opportunity for affordable home ownership with no down payment.

The program operates on the principles of sweat equity. Groups of six to 12 participants build one another’s homes, working together under the direction and coaching of a RurAL CAP construction supervisor. These families must perform at least 65% of the labor and work at least 35 hours per week. Homebuyers work on all homes in the project, and no one moves in until all the homes are finished. Once completed, a community of single-family homes replaces the once vacant lot. The participants’ sweat equity eliminates the need for a down payment and reduces the size of their mortgage.

The building process enriches the families and the community. Families gain new skills, a home with little out-of-pocket expense, a sense of ownership, and affordable mortgage loans with interest as low as 1%, while communities gain an increase in property tax base, a vibrant neighborhood, and an economic boost via the purchase of local building material and the hiring of local subcontractors.”

V. LEGAL ISSUES: Legal review of lease or purchase agreement will be required prior to final approval by City Council.

VI. SUMMARY AND ALTERNATIVES: Planning Commission may make a motion to recommend or not recommend.

VII. ATTACHMENTS:

- 1) RurAL CAP’s FAQ’s
- 2) Land Disposal Maps
- 3) Topography Maps



RurAL CAP's

Mutual Self-Help Housing Program

Frequently Asked Questions

WHAT IS THE MUTUAL SELF-HELP HOUSING?

Since 1971, the Mutual Self-Help Housing Program, in partnership with USDA Rural Development, has assisted thousands of low-income, rural families, and individuals to achieve home ownership. Under this program, qualifying families and individuals jointly contribute home-building labor under the guidance of a skilled construction supervisor. The family's labor requirement becomes their down payment. The labor provided by the family is known as "sweat equity." The costs associated with purchase of the lot, materials and sub-contractor labor needed to construct the home are financed through USDA Rural Development's 502 direct mortgage loan program. Each family or individual must be able to qualify for a mortgage loan through USDA Rural Development in order to participate in the program. Hard work, commitment, and willingness to work cooperatively with the other participants in the program is the key to its success. Self-Helpers share a common goal of homeownership and commit themselves to sharing in the work that will make that goal a reality. The commitment for each family is 35 hours per week. 17.5 of those hours can be completed by the family's volunteers. Families do not take occupancy to their home until all of the homes in the group are complete. Self-Helpers build homes, friendships, neighborhoods, and communities.

WHAT IS RurAL CAP?

RurAL CAP is a private, statewide, non-profit organization working to improve the quality of life for low-income Alaskans since 1965. RurAL CAP provides resources and services to enhance child and family development, improve housing, save energy, develop leadership, promote environmental conservation, prevent substance abuse, and foster independent living. Governed by a 24-member Board of Directors representing every region of the state, RurAL CAP is one of the largest and most diversified not-for-profit organizations in Alaska.

HOW DO I GET STARTED?

- Complete a Pre-Screen Application and Credit Information Release Form found at www.ruralcap.com/rhp/selfhelp/ or at the Soldotna RurAL CAP office.
- Provide a \$35 Application Fee with your Pre-Screen Application, check payable to RurAL CAP. This helps to offset the cost to pull a tri-merge credit report from a third party credit bureau.
- Mail or drop off the completed forms to our address *located at the Blazy Mall*:
RurAL CAP Mutual Self-Help Housing
44539 Sterling Hwy, Suite 206
Soldotna, AK 99669

WHAT IF MY CREDIT ISN'T VERY GOOD?

As a potential Self-Helper, you will receive useful information about your credit report and how to repair derogatory credit, if needed. One-on-one counseling and guidance in repairing damaged credit is an important role of RurAL CAP's Mutual Self-Help Housing Program staff. If you don't have a traditional credit history, you will receive assistance in putting one together utilizing non-traditional sources such as rental history and utilities. Acceptable credit is important and necessary to qualify for the mortgage loan needed to finance the construction of the home through the Mutual Self Help Housing Program. We understand that every credit history is different and the reasons for such are incredibly personal. Often, with sound budgeting and guidance, many of our clients with blemished credit are able to credit qualify for a mortgage loan approximately 6-12 months after beginning the process of credit repair with our staff. Here are some indicators of creditworthiness that home loan lenders look for:

- Monthly obligations are current with a history of timely payments.
- Minimum of 2 accounts are reporting with at least a 12 month history of payments. (Authorized user accounts do not count unless the applicant can provide proof they have been making the payments for a minimum of 12 months on that account.)
- No more than one payment over 30 days late reported on any account within the last 12 months.
- Rents are paid in a timely manner with no more than 1- 30 day late payment reporting in a 12 month period.
- Foreclosures over 36 months old are generally acceptable, but; further analysis is required for those less than 36 months old.
- Child support payments are current with no arrearages.
- No federal debt delinquencies (i.e. student loans, etc.)
- Any collection accounts should be reporting PAID in full for a minimum of 6 months or applicant to have evidence of written repayment plan with the collection agency and proof of 6 months history of payments on each collection account.
- **Chapter 13 Bankruptcies** should be discharged for a minimum of one full year AND minimum of 12 months good repayment history on all other debts.
Chapter 7 Bankruptcies should be discharged for a minimum of 36 months AND minimum 12 months good repayment history on all other debts. If bankruptcy was discharged less than 36 months, client must have a valid reason, beyond their control, for extenuating circumstances leading up to the bankruptcy that can be verified.

Remember: You will have an opportunity to explain late payments. There may be exceptions for situations that arise that are out of your control.

WHAT ABOUT INCOME AND OTHER REQUIREMENTS NEEDED TO QUALIFY FOR A USDA 502 HOME LOAN?

USDA Rural Development is looking for a stable and continuing source of income. To fit the income maximums, your household may not earn more than 80% of the county median income with certain adjustments (see the current chart specific to Kenai Peninsula Borough on page 3). If you meet these guidelines, the next step is to determine if your income is sufficient to handle a house payment and the rest of your monthly debt. As a rule of thumb, your housing payment should not exceed 29% of your gross monthly income, and your total debt (including your new house payment) should not exceed 41%.

HOW MUCH WILL MY HOUSE PAYMENT BE?

That is a difficult question to answer. A feature of the USDA 502 loan is an interest rate that is subsidized based on your household's annual income. The interest rate can be reduced down as far as 1% with terms as long as 38 years, based upon income qualifications. Once you provide income information for your family, our RurAL CAP Homeownership Program Manager can provide you with an estimated monthly mortgage payment amount based upon your income and the house plan you may qualify for. Generally, our mutual self-help housing families pay 3-5% less for their mortgage payments than they pay in rent!

Current USDA Income Guidelines for the Kenai Peninsula Borough:

FAMILY SIZE	MAXIMUM INCOME ALLOWABLE
1 - 4	\$86,500.00
5 - 8	\$114,150.00

HOW MUCH OUT-OF-POCKET CASH WILL I NEED?

You'll need to provide some of your own tools and safety items such as a hand saw, hammer, safety glasses, ear plugs, chalk line, nail apron, work gloves and shoes/boots, etc. when you turn in your pre-screening application, RurAL CAP will collect \$35.00 to cover the cost of obtaining your credit report through a third-party credit bureau. When RurAL CAP determines that you would qualify for the 502 direct mortgage loan, staff will collect \$30.00 from each borrower in order to submit the full mortgage loan application to USDA Rural Development for underwriting. Lastly, after your mortgage loan is approved, but; before construction of the home is started, RurAL CAP will collect a \$150.00 Tool Deposit when you sign the Association/Construction Agreement. All other costs associated with construction of the home including insurance, construction interest, property taxes, materials, utilities connections and temporaries, lot purchase, and sub-contractor labor will be

financed in your mortgage loan. Once the house is complete, you will need to be prepared to purchase or provide your own refrigerator, washer, and dryer. You will also need to be prepared to pay any deposits required to establish your utilities through HEA, Enstar, and your phone/cable/satellite provider, directly to those companies.

WHAT IF I'VE NEVER BUILT A HOUSE BEFORE?

Part of RurAL CAP's job is to teach you all that you need to know to properly construct a home. Before you break ground in the spring, you will attend preconstruction meetings to learn and practice carpentry and safety skills. During the construction period, RurAL CAP's construction supervisor will provide professional supervision and guidance at the worksite.

MAY I PICK THE LOCATION OF MY HOUSE?

You may have a choice of the lot your home is located within the current inventory of property that RurAL CAP has available for the building season. You may not construct a home using the self-help housing program on a lot you currently own.

WHAT ABOUT THE DESIGN OF THE HOUSE?

RurAL CAP has 3 & 4 bedroom house designs for the Self-Helpers to choose from. The plans range from 1,100 to 1,500 square feet. The mortgage loan amount you qualify for will determine the size and design of the houses you may select from.

No changes or alterations may be made to the plans.

HOW LONG WILL IT TAKE TO BUILD MY HOUSE AND HOW MUCH TIME WILL I BE REQUIRED TO COMMIT EACH WEEK?

Estimated construction time is 12 months for all the homes to be completed. ***Remember no one moves in until all homes are finished.*** The commitment is 35 hours a week per Self-Help household. Volunteers may contribute 17.5 of those labor hours per week for each household.

WHAT IF I WANT TO SELL MY HOUSE IN A FEW YEARS?

You may sell your house at any time after occupancy. There could be monetary benefits to occupying the property a minimum of 10 years after taking occupancy, however. Please speak to RurAL CAP staff to learn more about this.

IS THE PROGRAM FOR FAMILIES AND MARRIED COUPLES ONLY?

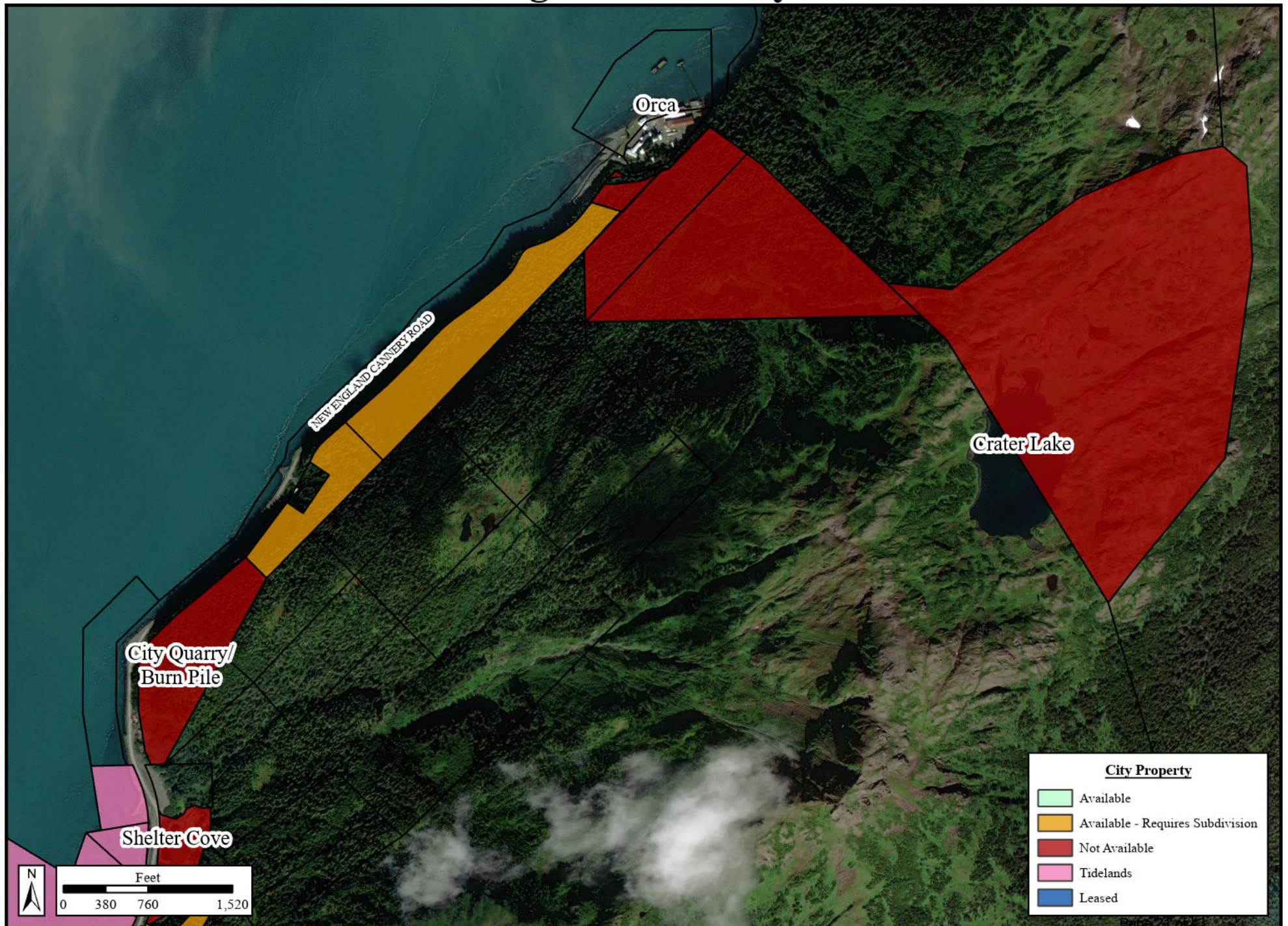
No! The Mutual Self-Help Housing Program is for anyone who qualifies to build a home through the program, regardless of age, ethnicity, race, religion, or marital status and who can commit to the 35 hour a week labor contribution.

WHAT IF I WANT TO CHANGE SOMETHING ON THE HOUSE PLANS?

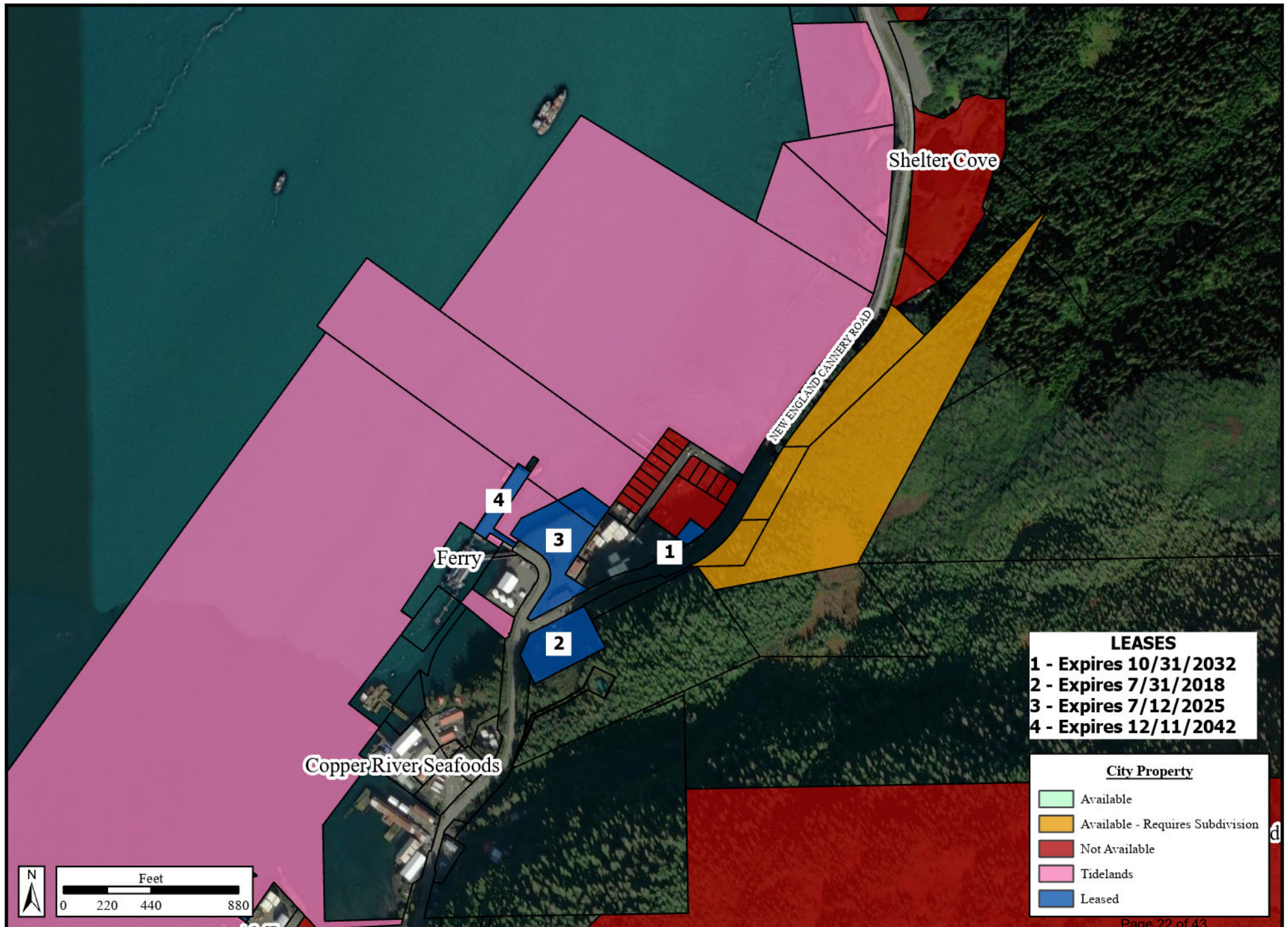
No changes can be made to the house plans.



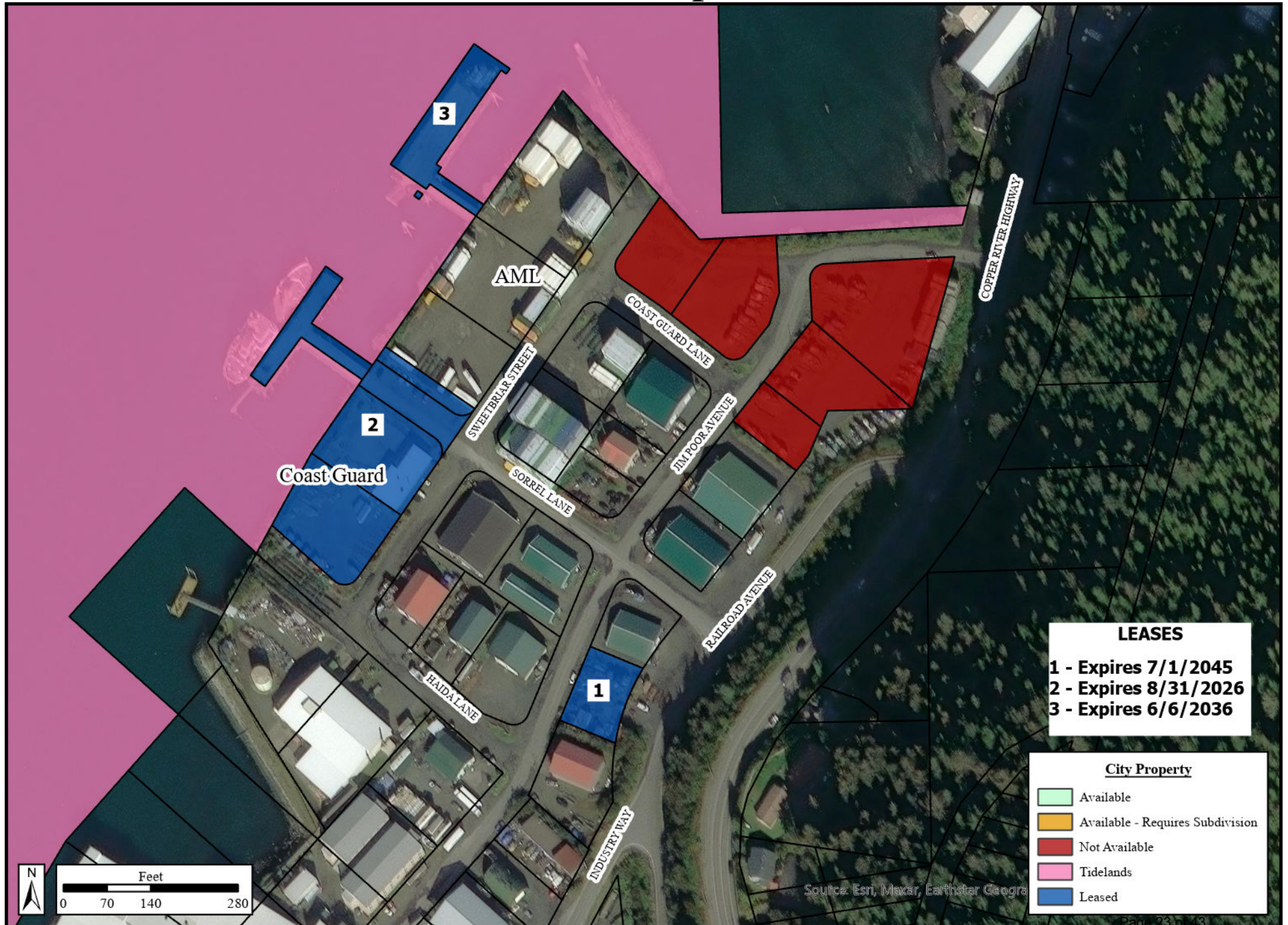
New England Cannery Road



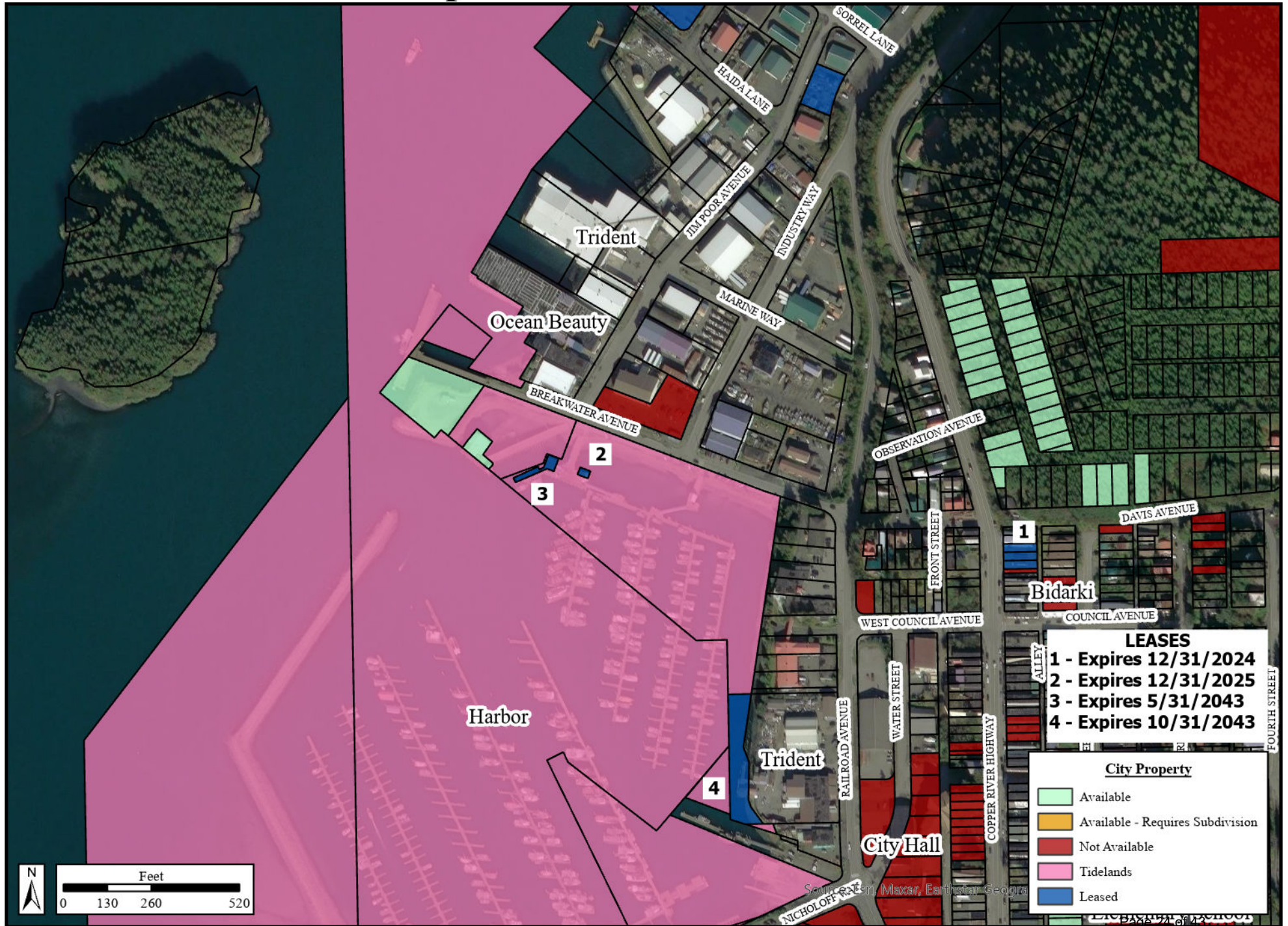
Ocean Dock Subdivision



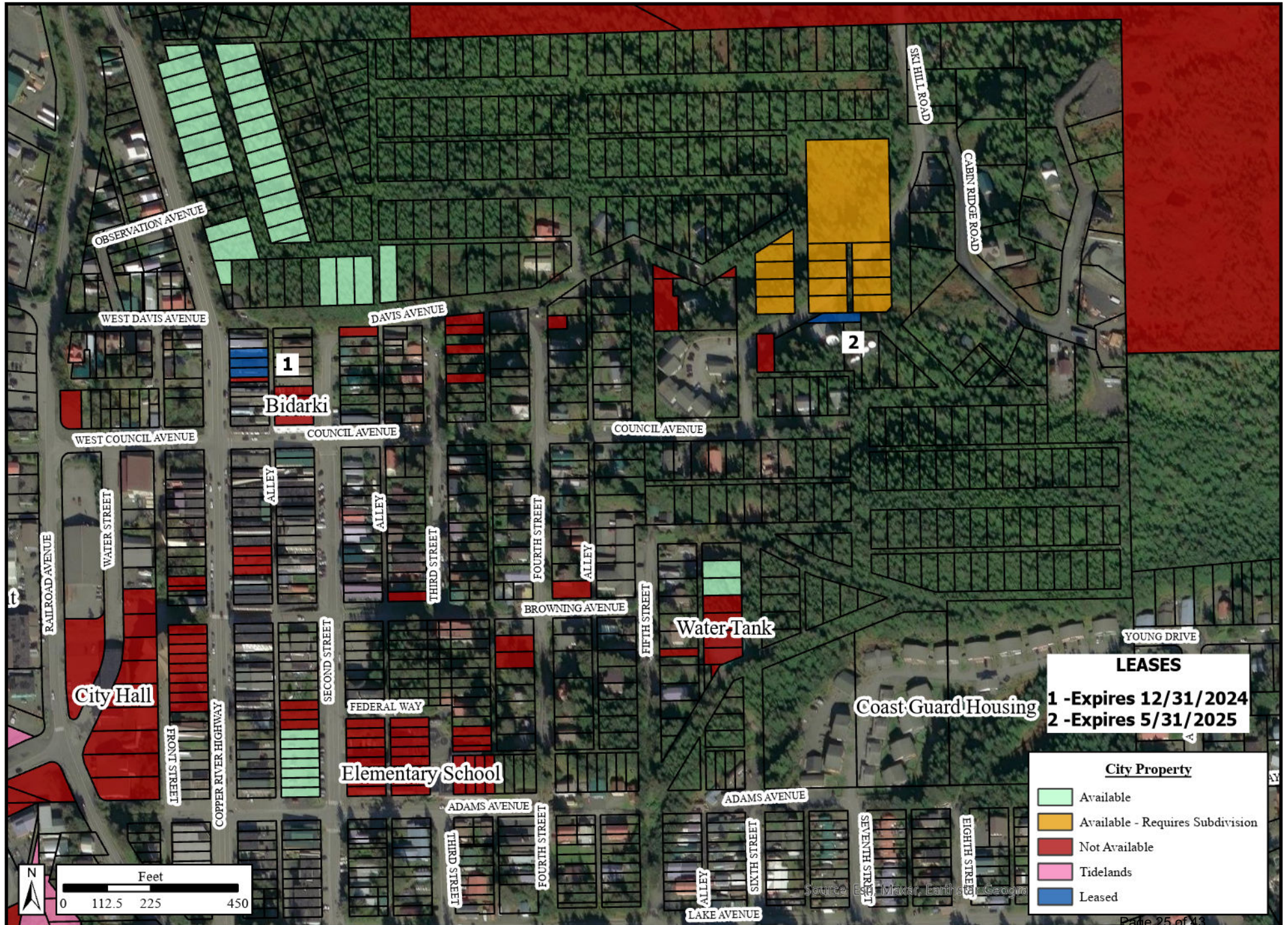
North Fill Development Park



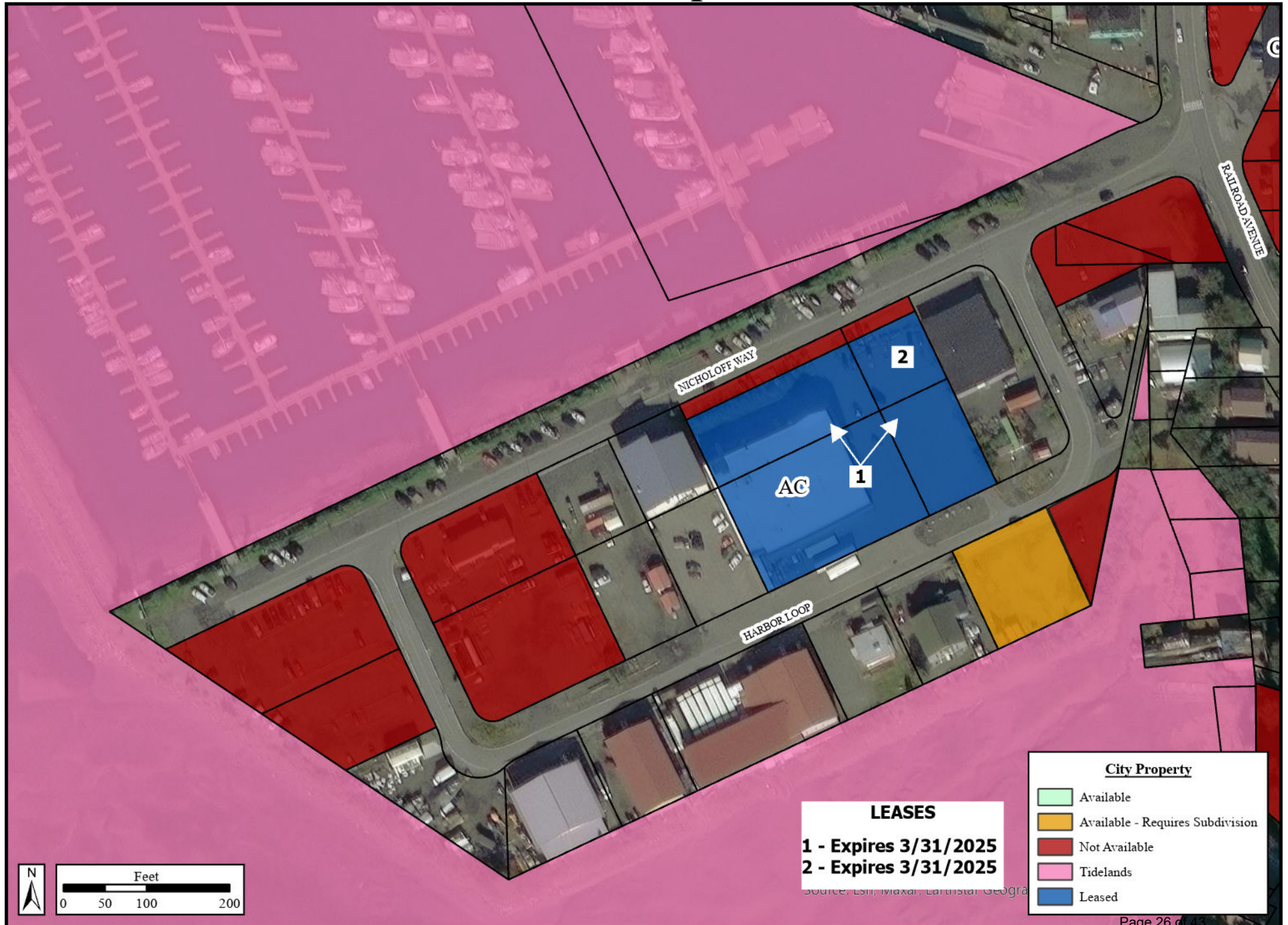
Tidewater Development Park & Cordova Industrial Park



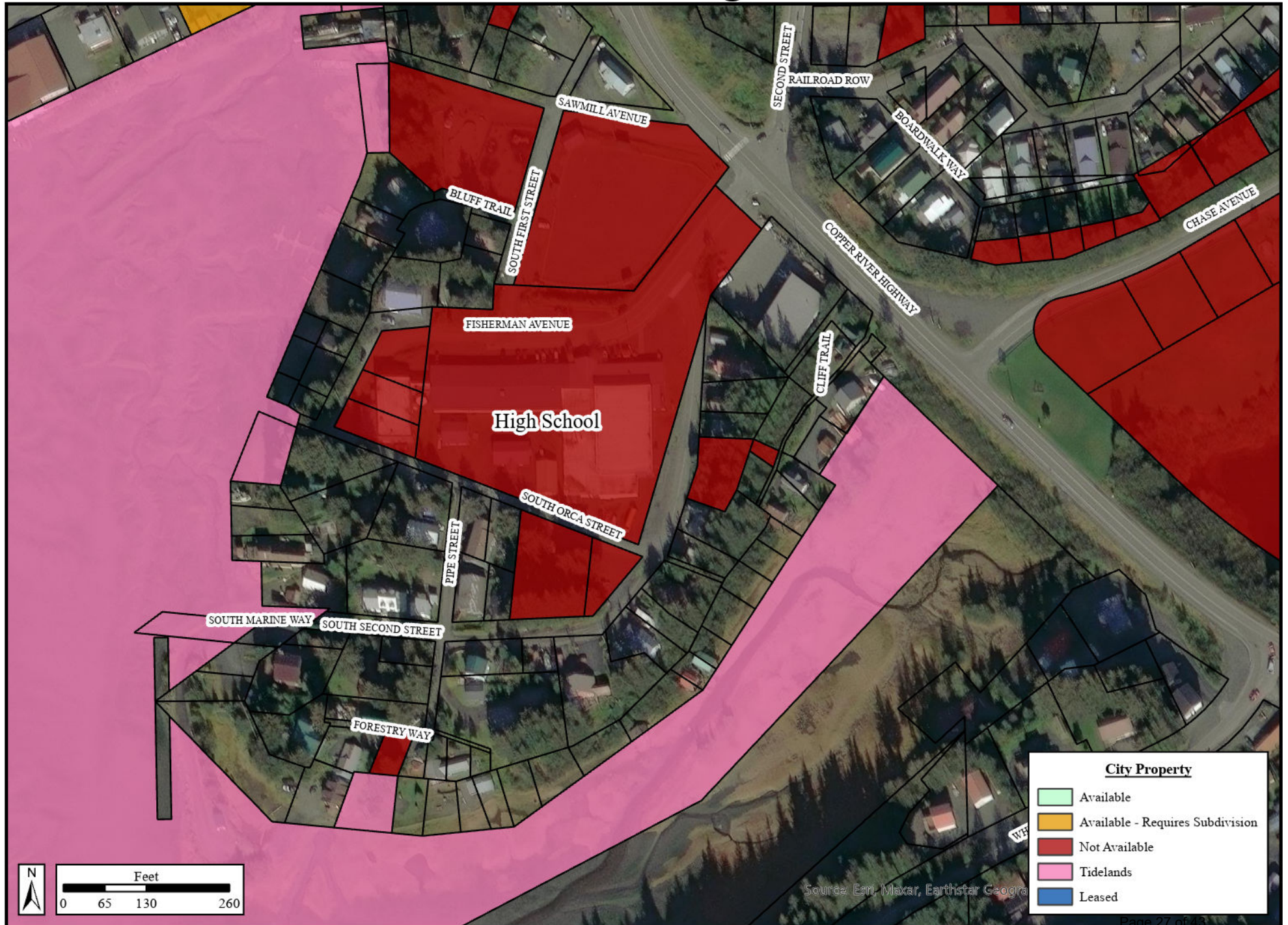
Old Town



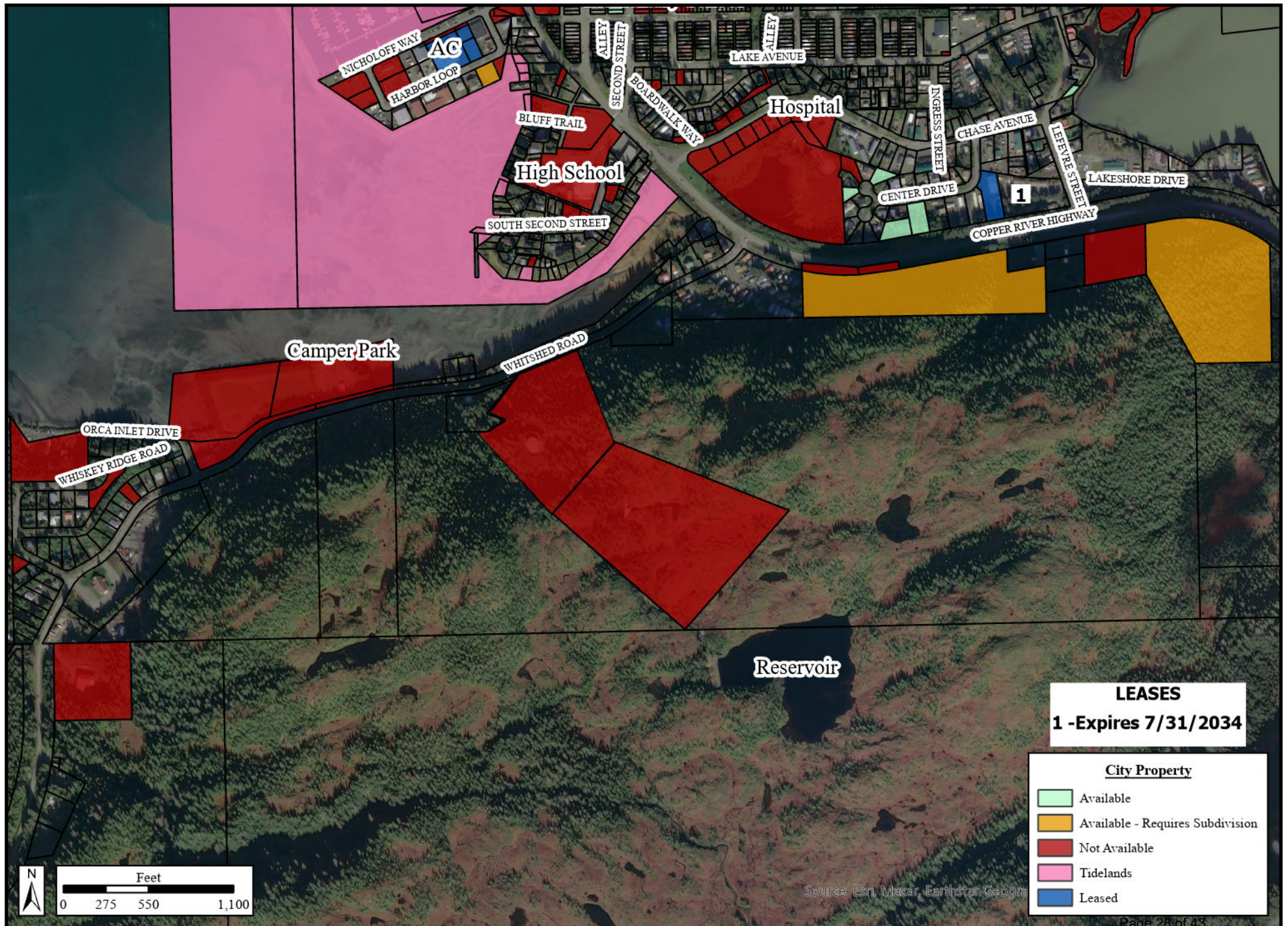
South Fill Development Park



Odiak Slough

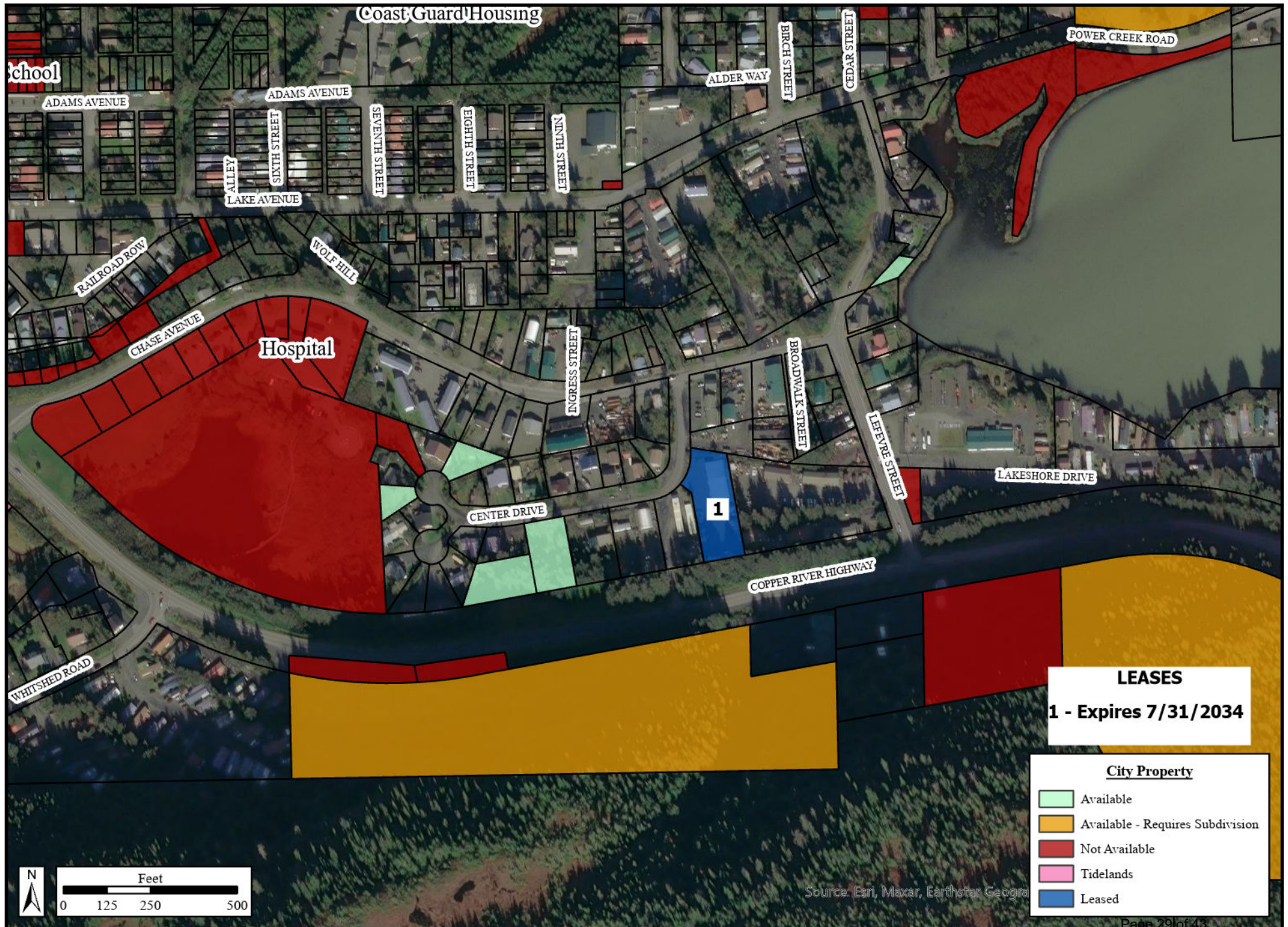


Whitshed Road

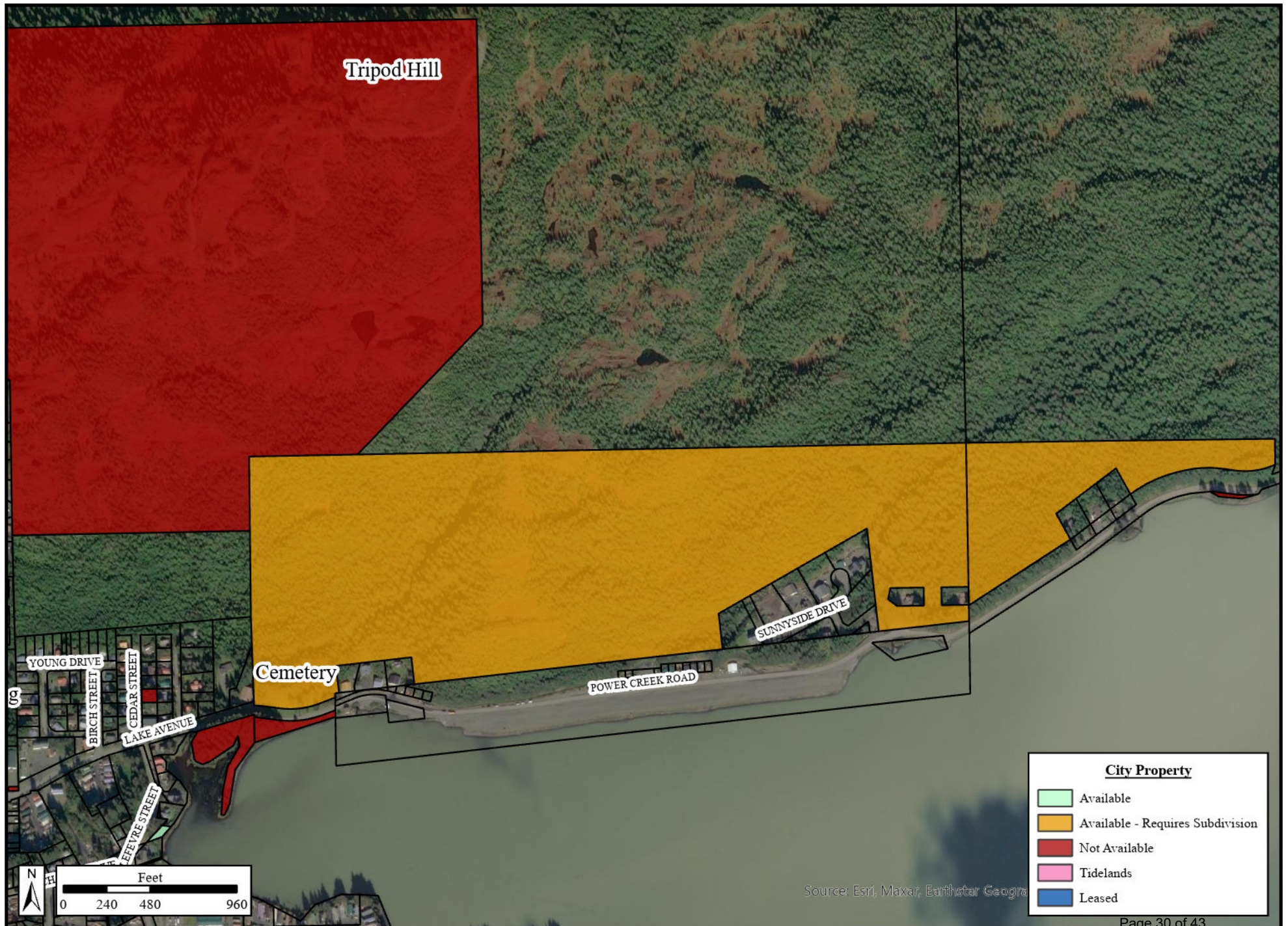


Source: Esri, Maxar, Earthstar, GeoEye

Odiak Park



Power Creek Road



Eyak Lake



Five Mile Loop

