

Board Chair

Kristin Smith

Board Members

Debra Adams

Aaron Hansen

Kasey Kinsman

Michael Mickelson

Wendy Ranney

Cathy Sherman

David Zastrow

City Manager

Samantha Greenwood

City Clerk

Susan Bourgeois

Deputy City Clerk

Colette Gilmour

City Council Sitting as Board of Adjustment

October 22, 2025 @ 6:00pm

Cordova Center Community Rooms

Meeting Agenda

A. Call to order

B. Roll call

Board Chair Kristin Smith, Board members Debra Adams, Aaron Hansen, Kasey Kinsman, Michael Mickelson, Wendy Ranney, Cathy Sherman, and David Zastrow

C. Approval of agenda..... (voice vote)

D. Disclosures of Conflicts of Interest and Ex Parte Communications

- conflicts as defined in 3.10.010 https://library.municode.com/ak/cordova/codes/code_of_ordinances should be declared, then Mayor rules on whether member should be recused, Council can overrule
- ex parte should be declared here, the content of the ex parte should be explained when the item comes before Council, ex parte does not recuse a member, it is required that ex parte is declared and explained

E. Appeal to Board of Adjustment

1. Hearing for appeal. Appellant - 15 minutes, Planning Commission – 15 minutes.
2. Board of Adjustment deliberations regarding..... (page 1)
Diana Riedel's appeal of the August 12, 2025, decision made by the City of Cordova Planning Commission regarding a variance application submitted for Lot 4A, Block 3, USS 3345
(Board deliberations will be in closed session)

F. Adjournment

if you have a disability that makes it difficult to attend city-sponsored functions, contact 907-424-6200 for assistance.
full City Council agendas and packets available online at www.cityofcordova.net

Board of Adjustment – Record

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Plat of US Survey 3345 A & B – June 1959..... **(page 20)**

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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 PUBLIC HEARING
Tuesday August 12, 2025, AT 6:30 PM
CORDOVA CENTER COMMUNITY ROOMS A & B**

AGENDA

1. CALL TO ORDER

2. ROLL CALL

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

3. PUBLIC HEARING

Variance Permit – Lot 4A, Block 3, USS 3345

See 08/12/2025 Regular Meeting Packet item 10b, for Memo and Application Material

4. 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 4:30 p.m. on the day of the meeting

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 August 12, 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 and excused absence of Chris Bolin from the July 08, 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

- a. City Planners Report.....Page 1

9. UNFINISHED BUSINESS

10. NEW BUSINESS

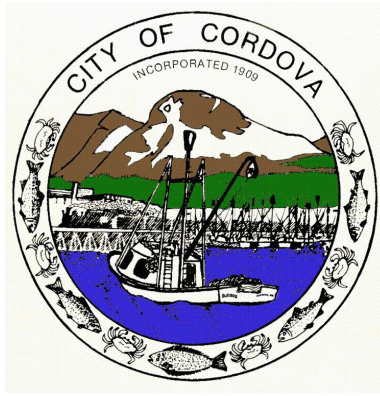
- a. Land Disposal Lots 19-25, Block 6, Original TownsitePage 3
b. Request for Variance.....Page 69

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.



AGENDA ITEM # 10b

Planning Commission Special Meeting Date: 08/12/2025

PLANNING COMMISSION COMMUNICATION FORM

FROM: Amanda Hadley Coward, City Planner

DATE: Tuesday August 12, 2025

ITEM: Variance Permit – Lot 4A, Block 3, USS 3345

NEXT STEP: Decide Whether to Grant Variance Permit

 INFORMATION
 X **MOTION**

 RESOLUTION

I. REQUEST OR ISSUE:

Requested Actions: Grant Variance
Applicant: Diana Riedel
Parcel Number: 02-072-624
Legal Description: Lot 4A, Block 3, USS 3345
Zoning: Low Density Residence District
Lot Area: Approximately 4,400 sq. ft.

Applicant is requesting a variance due to the extreme wind and ice conditions faced by residence of the lake. The request is to have a zero-lot line setback requirement from the north lot line to allow the building to be oriented in such a way to allow for the wind to not cause unnecessary harm to the structure. High winds have ripped off roofs of structures in the area. The ice break up on the lake also allows the high winds to carry ice chunks hitting windows of structures. These are some of the reasons that the applicant gives for requesting this variance.

II. RECOMMENDED ACTION / NEXT STEP:

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

“I move to grant the variance request submitted by Diana Riedel and to include the findings and conditions presented in the Staff report.”

III. FISCAL IMPACTS:

Revenue would be generated from the collection of water fees, sewer fees, and refuse fees. This would be in addition to the property taxes or possessory interest tax revenue for this lot.

IV. BACKGROUND INFORMATION:

On March 19, 2024, Diana Riedel submitted a Letter of Interest to purchase a remnant lot of USS 3345 located along LeFevre Street, for the purpose of constructing an 800 – 1300 square foot single-family home for her daughter. They plan to have a home completed within 5 years.

Staffs only concern was related to the location of a sanitary sewer main that runs through the property. Its exact location in relation to the property lines was determined during a survey of the lot. After the location of the line was identified Staff had no more concerns. No structure can be built within the sewer easement, the space can be used for parking and other non-permanent uses.

Based on the proposed site plan provided by the applicant, it appears that they could place the footprint of a home outside of the sewer line easement, property line setbacks, lake setback, and provide onsite parking. The applicant has done further investigation into the property and after speaking with neighbors has concluded that the wind off the lake is a deterrent to the property being built and oriented in the way that would fit the setback requirements. Changing the orientation of the structure would allow for the applicants proposed structure to face the wind head on and it is keeping with the orientation of the other structures built in that general area. An additional concern of the applicant is caused by the ice break up of the lake that is further exacerbated by the wind with the ability to pick it up and cause it to be flung into structures particularly concerning when the ice hits windows.

April 09, 2024, the Planning Commission reviewed the letter of interest at their regular meeting. At that meeting they passed a motion recommending that the City Council disposal of the lot by directing staff to publish a 30-day Request for Proposals (RFP).

May 15, 2024, the City Council received the Planning Commission’s recommendation at their regular meeting and decided to direct Staff to publish a 30-day Request for Proposals (RFP).

January 06, 2025, this Request for Proposals (RFP) was published. It closed on February 06, 2025. There were questions from multiple individuals but only one proposal received by the initial interested party Diana Riedel who submitted the letter of interest.

April 08, 2025, the Planning Commission reviewed the received proposals and recommended that the City Council negotiate with Diana Riedel.

April 16, 2025, the City Council made a decision to negotiate on the disposal of this lot with Diana Riedel.

April 30, 2025, the City Council directed Staff to negotiate specific terms into the agreement. The terms set were to use a Purchase and Sale style agreement. With a purchase and sale agreement the applicant would purchase the property and have the deed transferred into her name with the following requirements recorded on the deed. The right of reentry would include a substantial completion requirement of the structure applicant proposed to be finished on or before five (5) years from the date the agreement was signed, or reentry by the City to the property could occur. The right of first refusal on the deed

May 21, 2025, the City Council heard the applicant's terms from her letter and directed Staff on how to proceed with negotiations and the terms they will accept within an agreement. They were flexible to using either a Purchase and Sale Agreement or a Lease with Option to Purchase Agreement.

July 31, 2025, an application for a variance was requested by Diana Riedel for lot 4A, Block 3, USS 3345.

August 01, 2025, City Planner mailed out notices of a public hearing to all property owners within 300 feet from the property boundary.

August 12, 2025, currently it is believed that applicant and Council have come to an agreement on terms but has not yet signed the Lease with Option to Purchase Agreement. The applicant is requesting a variance from the Planning Commission prior to finalizing the Lease with Option to Purchase Agreement.

Applicant is requesting a zero-lot line setback as an adjustment for the one lot line to the north. This would be at the discretion of the Planning Commission. Staff does not object to this as the property owner to the north would need to meet the setback requirement of the of the Low Density Residence District before constructing anything on that lot. The setback would allow for space to be provided between future structures that could be constructed on both of these lots.

Applicable Code:

18.64.020 - Variances.

A. An application for a variance shall be filed in writing and verified by the owner of the property concerned.

1. The application shall contain the following data with respect to the property and the applicant:

- a. A legal description of the property involved,*
- b. Plot plans showing the location of all existing and proposed buildings or alterations, elevations of such buildings or alterations, and such other data as may be required,*
- c. Evidence of the ability and intention of the applicant to proceed in accordance with the plans within six months after the effective date of the variance;*

2. The application shall contain a statement and adequate evidence showing the following conditions, all four of which must exist before a variance may be granted.

- a. That there are exceptional physical circumstances or conditions applicable to the property or to its intended use or development which do not apply generally to the other properties in the same land use district,*

- b. That the strict application of the provisions of this title would result in practical difficulties or unnecessary hardship,*
- c. That the granting of the variance will not result in material damage or prejudice to other properties in the vicinity nor be detrimental to the public health, safety or welfare,*
- d. That the granting of the variance will not be contrary to the objectives of the comprehensive plan.*

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.

Suggested Findings:

- a. That there are exceptional physical circumstances or conditions applicable to the property or to its intended use or development which do not apply generally to the other properties in the same land use district,*

This criterion has been met. This lot being on the lake front does experience other exceptional physical circumstances and conditions that do not apply to others within the Low Density Residential District. This lot being right in the path of the high windstorms experienced in the area have in the past caused other property owners to lose roofs due to the high winds. The lake ice can be broken up by the high winds. The high winds can pick up the ice and fling pieces into the structures and their windows when built close to the lake. This however isn't usual for every property owner in the Low Density Residential District.

- b. *That the strict application of the provisions of this title would result in practical difficulties or unnecessary hardship,*

The criterion has been met. The applicant is able to meet all other zoning requirements such as side and rear yard setbacks, parking, height limit, lot size. Reducing the front yard requirement from a 10-foot setback to 0-lot line would allow for the applicant to orient the structure in a way that would optimize the challenges of the physics from the wind on the structure. Not allowing for a different orientation could also cause unnecessary hardship due to wind lifting ice breakup off of the lake and flinging it into windows causing them to break. To leave this a 10-foot setback would cause unnecessary hardship on the applicant given that this would cause only one way to orient the structure.

- c. *That the granting of the variance will not result in material damage or prejudice to other properties in the vicinity nor be detrimental to the public health, safety or welfare,*

This criterion has been met. One lot line to the north is being requested to have a zero-lot line and would affect one property owner. This property owner was notified by the City regarding the request for the variance. A public hearing will allow for the property owner to address any concerns before the Planning Commission votes on the variance. The property owner would also need to have a 15-foot backyard setback for that lot and no damage, prejudice, nor detriment will be caused by granting a zero-lot line on the north property line of the applicant.

- d. *That the granting of the variance will not be contrary to the objectives of the comprehensive plan.*

This criterion has been met. The 2019 Comprehensive Plan identifies that there is limited availability of land, new construction is expensive, and there is a limited stock of affordable housing. Granting the proposed variances for this lot would enable a new single-family dwelling to be built which would help to alleviate the lack of housing and would make use of land in the City that may have gone unused due to the hardship associated with this lot. Building a home on the lot will also increase property values in the area and property tax revenue to the City.

V. LEGAL ISSUES:

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

VI. ALTERNATIVES:

The Planning Commission can choose to grant or deny the applicant's request.

VII. SUMMARY:

The applicant has requested that the Planning Commission grant a Variance to construct a structure on lot 4A, Block 3, USS 3345 that has a lot line different from what the code allows in the Low Density Residence District. The applicant gives the steep slope of the edge of the lake and the wind as conditions applicable to the property that causes difficulties and hardship.

VIII. CONDITIONS OF APPROVAL:

Staff Recommends the following conditions of approval:

1. Structure including eaves can be built up to the lot line but shall not cross into adjacent private property, public right-of-way, or utility easements.
2. No permanent structures shall be constructed within any utility easement.

IX. ATTACHMENTS:

- A. Variance Application
- B. December 20, 2025, Survey
- C. Survey of USS 3345

CITY OF CORDOVA



VARIANCE APPLICATION

City of Cordova, Alaska

INSTRUCTIONS	PERMIT TYPE	FEE
Print or type requested information. Incomplete applications will be returned to the applicant and will delay processing of the request. Applications must be received by the Planning Department 21 days prior to the next Planning Commission Regular Meeting, which is scheduled the second Tuesday of each month.	☒ Variance	\$250

APPLICANT INFORMATION	
Name:	Diana Riedel
Mailing Address:	
City/State/Zip:	
Phone Number:	
Email Address:	

OWNER INFORMATION	
Name:	City of Cordova with lease to purchase to Diana Riedel
Mailing Address:	
City/State/Zip:	
Phone Number:	
Email Address:	

Only complete this section if owner is different from applicant.

PROPERTY INFORMATION	
Address:	LOT 4A, BLOCK 3, USS 3345
Legal Description:	LeFevre Road Cordova, AK
Tax Lot No.:	
Zone District:	Low density residential

Planning Department can assist if unknown.

REQUEST DESCRIPTION

Please describe your request in detail and identify which provision(s) of the code you are seeking a variance from.

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.

(Prior code § 15.204.1(D)).

I want to be able to build up to a zero lot line to the chase ave centerline ROW and US survey 2241 parcel (unimproved) which is owned by alaska.

I am working with them on a lease/purchase agreement for this property. Meeting in September. But regardless i can't build on it due to the easment.

Even building up to zero lot line on the chugach and city ROW the structure will still be over 40 feet and 50 feet from the curb line.

With this application you must also include:

1. Plot plans showing the location of all existing and proposed buildings or alterations and the elevations of such buildings or alterations.
2. Evidence of the ability and intention to proceed in accordance with the plans within six months after the effective date of the variance.

Planning Department staff recommend that you provide any additional documents which will help the Planning Commission better understand the request, such as a cover letter, drawings, maps, or photographs.

VARIANCE CONDITIONS

The Planning Commission may only approve a variance if the commission finds that **ALL** of the following four conditions are met. You must include a statement and adequate evidence showing that each of the conditions has been met. Use additional pages if needed.

CONDITION 1: There are exceptional physical circumstances or conditions applicable to the property or to its intended use or development which do not apply generally to the other properties in the same land use district.

This lot is small and irregularly shaped, with a sewer easement running through the center and a steep lake bank drop-off at the rear. These conditions significantly limit the usable building area. Additionally, the lake-side of the property is exposed to extreme weather conditions, including high winds and ice hazards, which make it impractical and unsafe to build closer to the lake.

CONDITION 2: The strict application of the provisions of this title would result in practical difficulties or unnecessary hardship.

Not granting this variance would put the structure closer to the waterfront lake and off a steep bank, requiring a substantial amount of fill and increased costs and increased exposure to weather. This variance would also allow us to slightly turn the structure to better situate it for wind.

CONDITION 3: The granting of the variance will not result in material damage or prejudice to other properties in the vicinity nor be detrimental to the public health, safety or welfare.

Granting this variance will not cause any adverse impact to neighboring properties. The structure will still be within the setbacks. The rear set back is the lakefront and will be further back if this variance is granted. The structure will still be more than 40' and 50' from the Lefevre Road.

CONDITION 4: The granting of the variance will not be contrary to the objectives of the comprehensive plan.

Granting a variance for this project supports Cordova's comprehensive plan by: supporting new development, reducing barriers to affordable housing, and supporting a variety of housing types. Supports attainable housing by enabling a reasonable building footprint. Also encourages efficient use of land.

APPLICANT CERTIFICATION

By the signature attached hereto, I certify that I am the owner or duly authorized owner's agent and that the information provided within this application and accompanying documentation is correct. Furthermore, I hereby authorize the City and its representatives to enter the property associated with this application for purposes of conducting site inspections.

Applicant Signature: Diana R Riedel

Date: 08/1/2025

Print Name: Diana R Riedel

Diana Riedel
August 1, 2025

To:
Cordova Planning and Zoning Commission
City of Cordova

Re: Variance Request for Front Setback – Lot 4A, Block 3, USS 3345

Dear Planning and Zoning Commission Members,

I am writing to respectfully request a front yard setback variance for Lot 4A, Block 3, USS 3345, located on LeFevre Road. I am currently entering into a lease-to-purchase agreement with the City of Cordova for this lot. The property presents a number of physical and environmental constraints that significantly limit the viable building area, and I am seeking approval to build up to a zero lot line along the front property line.

In addition, I am in the process of securing a lease or purchase agreement with Chugach Alaska Corporation for the adjacent Lot USS 2241. While Lot 2241 and the Chase Avenue centerline lie between the LeFevre Road curb and Lot 3345, the city sewer easement cuts through Lot 2241 in such a way that it will remain undeveloped. Even if secured, this adjacent lot cannot safely accommodate a structure.

Allowing construction up to the front property line (zero lot line) on Lot 3345 would substantially increase the feasibility of constructing a small, code-compliant home for my daughter while avoiding the high-risk rear portion of the lot.

Site Constraints and Justification for Variance

- **Irregular and Small Lot Shape:** The lot is undersized and irregularly shaped, making traditional development especially difficult.
- **Sewer Easement:** A city sewer easement runs through the center of the lot, further reducing the available buildable area.
- **Lake Bank Drop-Off:** The rear of the property slopes steeply down to the lake, making construction in that area both hazardous and costly.
- **Extreme Weather Exposure:** The lakeside is subjected to severe weather, including intense windstorms and airborne ice in winter, which pose serious risks to both safety and structural durability.

Variance Request Details

Cordova Municipal Code §18.20.040 requires a minimum 10-foot front yard setback from the curb line for low-density residential lots. Even if the structure is built to the zero lot line of Lot 3345, it will still remain over 40-50 feet from the LeFevre Road curb line, due to the placement of Lot 2241 and the Chase Avenue right-of-way. This request will not infringe upon traffic visibility, pedestrian access, or city infrastructure.

Hardship and Intent

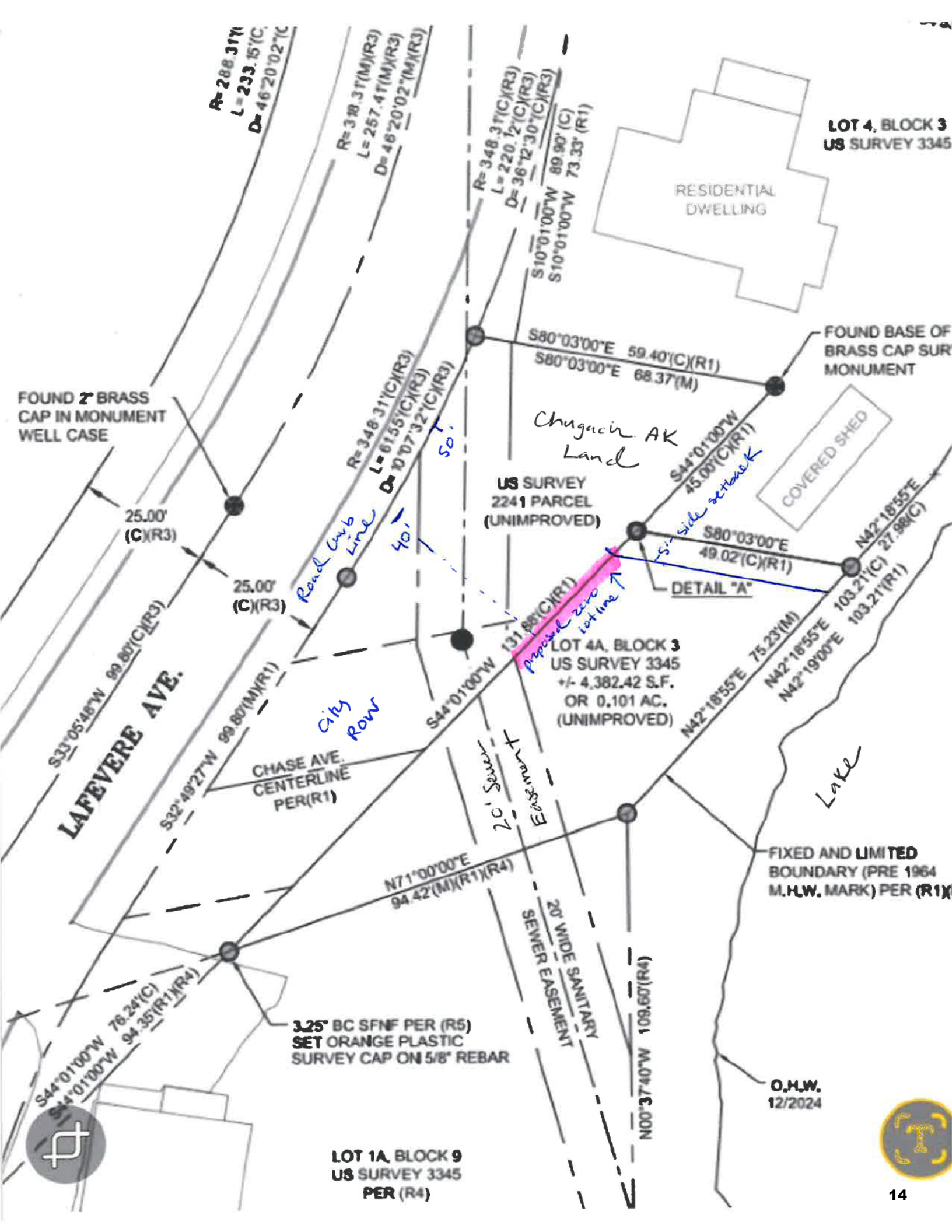
This request arises not from a desire for added benefit, but from a legitimate and unavoidable hardship caused by the physical conditions of the lot and its exposure to environmental hazards. Without this variance, it would be exceedingly difficult to construct a safe, durable, and modest residence on this property.

I sincerely appreciate your time and consideration of this request. Please let me know if any additional materials, maps, or documentation are needed to support your review.

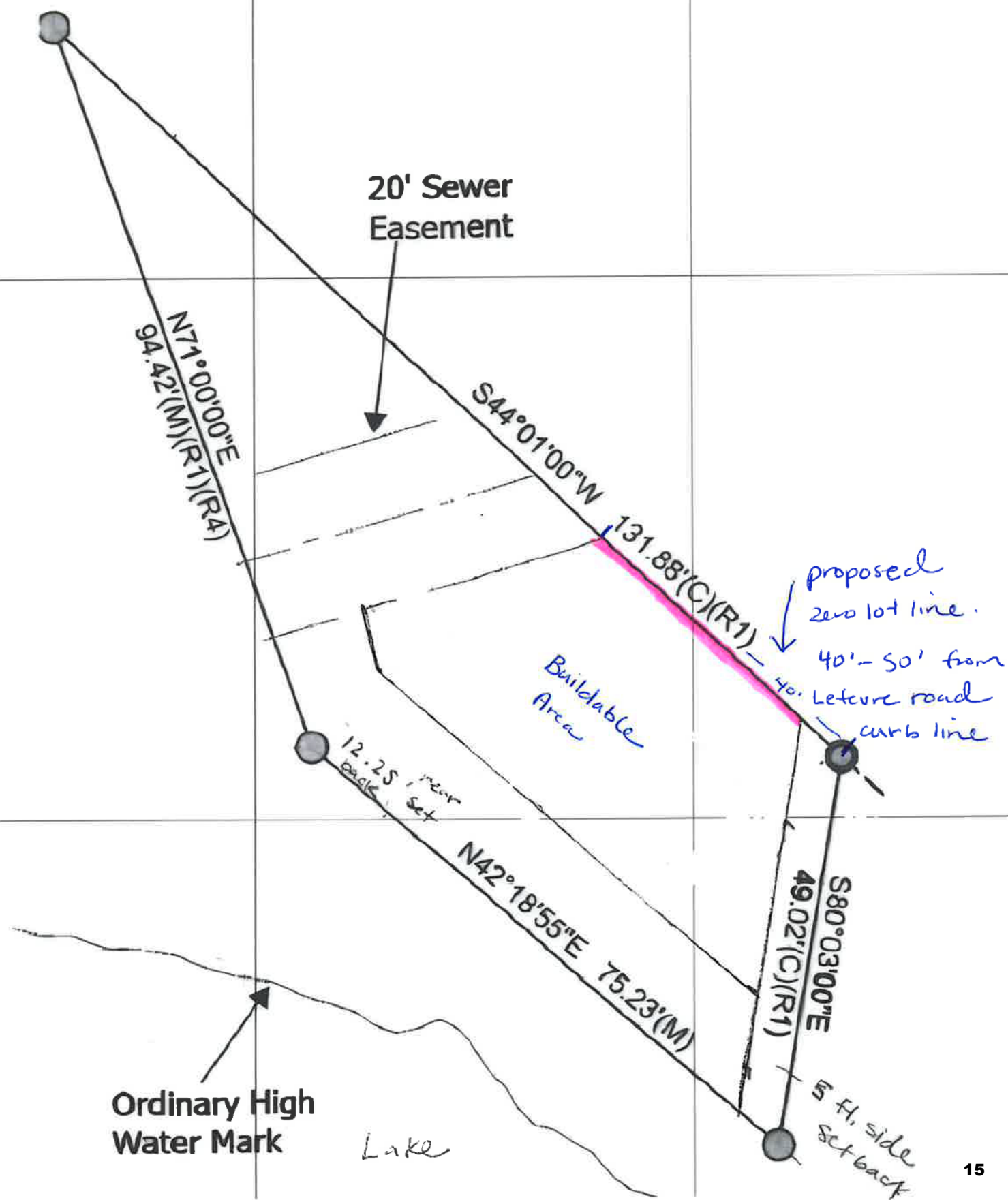
Thank you for your attention and service.

Sincerely,
Diana Riedel

A handwritten signature in cursive script that reads "Diana Riedel".



Sample Site Plan



To: Cordova Planning and Zoning Commission
Re: Diana and Kenny Renner – Upcoming Build on LeFevre Road

Dear Planning and Zoning Members,

I am writing in support of Diana and Kenny Renner's proposed home construction on lefevre to be built as safely as possible. As a neighbor just a few houses down—we built our home three years ago—I wanted to share our experience and offer insight that may be helpful as you review their plans.

One major consideration for any property along the lake is the intense weather we face, especially in winter. Our home, along with others in the area, has had to undergo adjustments to withstand the high winds and harsh weather patterns. In particular, when the lake freezes and storms roll in, several inches of ice can be lifted by strong winds and flung toward the lakeside homes. While we are somewhat shielded by the spit in front of our property, our neighbors have experienced large ice chunks hitting their windows with such force that they've come close to breaking through.

Because of this, I strongly believe it is vital to allow the Renner's to build as far back on their lot as possible to ensure both personal safety and protection of their property. These adjustments are not just about convenience—they are essential for long-term durability and safety in this unique lakeside environment.

In addition, I want to emphasize the importance of supporting attainable housing and helping long-standing community members like the Renner's build homes and generate economic opportunities. With the cost of living continuing to rise, we must support those investing in Cordova's future. Every new build is an opportunity to keep our residents here, growing, and thriving.

Thank you for your time and consideration.

Sincerely,

Kayley DeLozier

To: Cordova Planning and Zoning Commission

Re: Support for Variance – Diana Riedel & Kenneth Renner Proposed Build on Lafevere Street

Dear Planning and Zoning Members,

I am writing in support of Diana Riedel and Kenneth Renner's proposed home construction on Lafevere Street and their related variance application.

I grew up just a few houses down from this lot and I am the future owner of the new house and this property. I want to emphasize the challenging weather conditions in this area—particularly during winter. This location, while beautiful, is also exposed to high winds and severe storms. When the lake freezes and storms roll in, several inches of ice can break free, become airborne, and strike lakeside homes with significant force. The winds also spray excessive water from the lake.

For these reasons, I am asking for your support for this variance to allow the house to be built as far back on the property as possible.

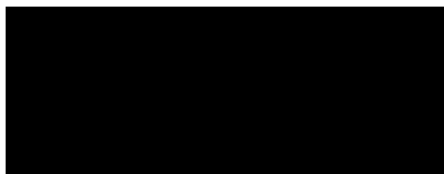
Additionally, this project is a small footprint and designed to be as affordable, safe, and energy efficient as possible. Moving it back a few extra feet will not only give it a little more space from the water but it will also reduce the amount of fill needed for the foundation.

Thank you for your time and consideration of this variance request.

Sincerely,

Kiley Burton

Kiley Burton



Dear Planning and Zoning Members,

I am writing in support of Diana Riedel and Kenneth Renner's proposed home construction on LeFevre Street and their related variance application.

As a longtime LeFevre resident, I can underscore with years of experience the unique and challenging weather conditions on this section of lakefront property, particularly during the winter. This location is exposed to exceptionally high winds, severe storm patterns, and rising lake water. When the lake freezes and storms roll in, ice routinely breaks free and is blown up the beach, striking lakeside homes with significant force. On multiple occasions, our home would have imminently faced flooding conditions had the structure been situated more closely to the water.

For these reasons, I believe it is critical to allow the proposed home to be built as far back on the property as possible. This adjustment is not about convenience; it is a matter of safety and structural integrity in a harsh, lakeside environment.

Additionally, this project represents an opportunity to support attainable housing in our community. Every safe, well-built home contributes to retaining residents, fostering stability, and sustaining growth in Cordova.

Thank you for your time and thoughtful consideration of this important variance request.

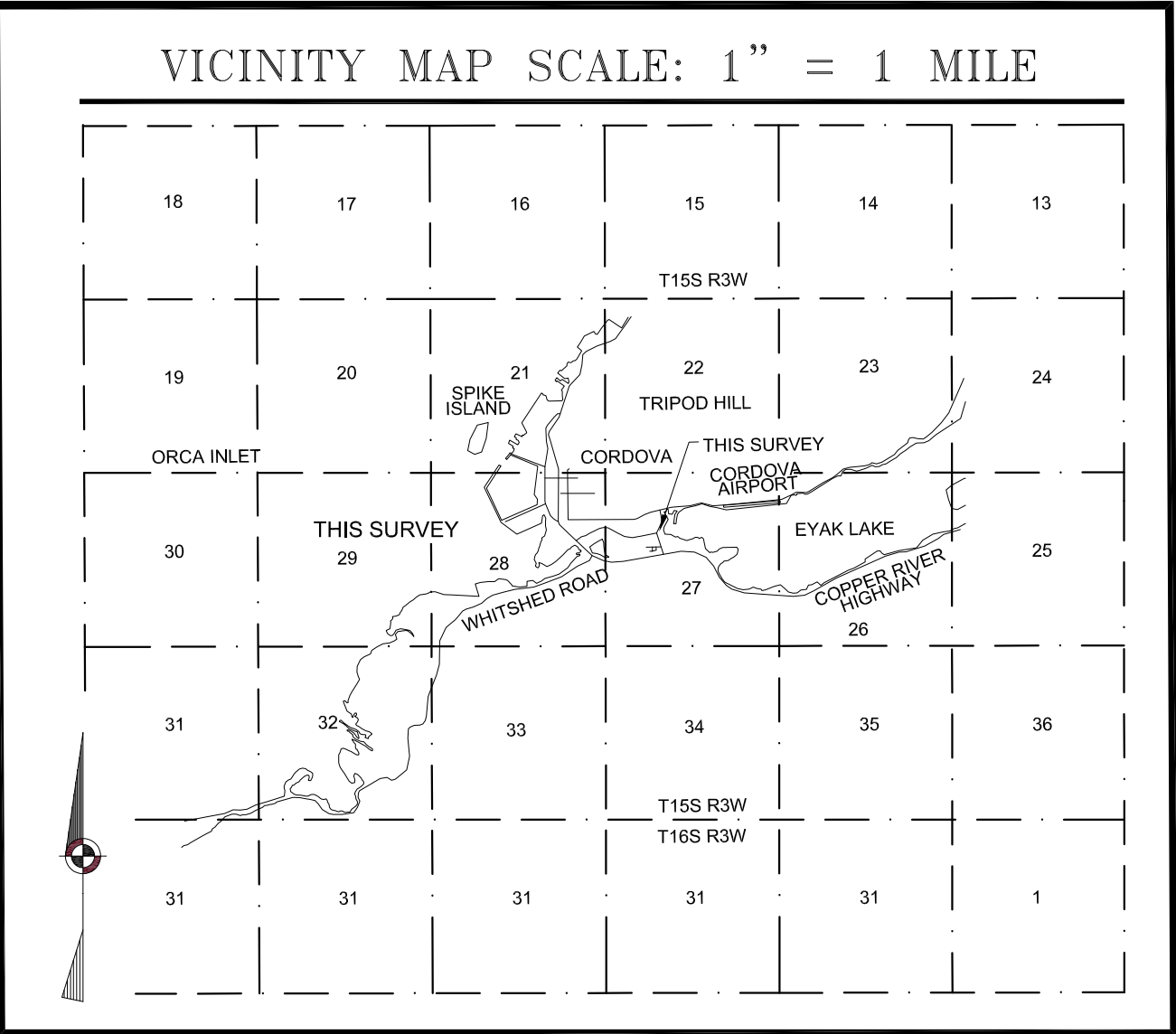
Sincerely,

A handwritten signature in dark ink, appearing to read "Heather Burton". The script is cursive and somewhat stylized, with the first name being more prominent.

Heather Burton

BASIS OF BEARINGS

THE BEARING NORTH 15°00'00" WEST BETWEEN FOUND MONUMENTS IDENTIFIED AS CORNER NO. 4 AND NO. 5 AS SHOWN UPON THAT CERTAIN U.S. SURVEY NO. 3345 TRACTS A & B, EYAK ADDITION, TOWNSITE OF CORDOVA, ALASKA TRACTS A,B, & C, OFFICIAL RECORDS OF THE BUREAU OF LAND MANAGEMENT, DEPARTMENT OF THE INTERIOR IS THE BASIS OF ALL BEARINGS SHOWN UPON THIS MAP.



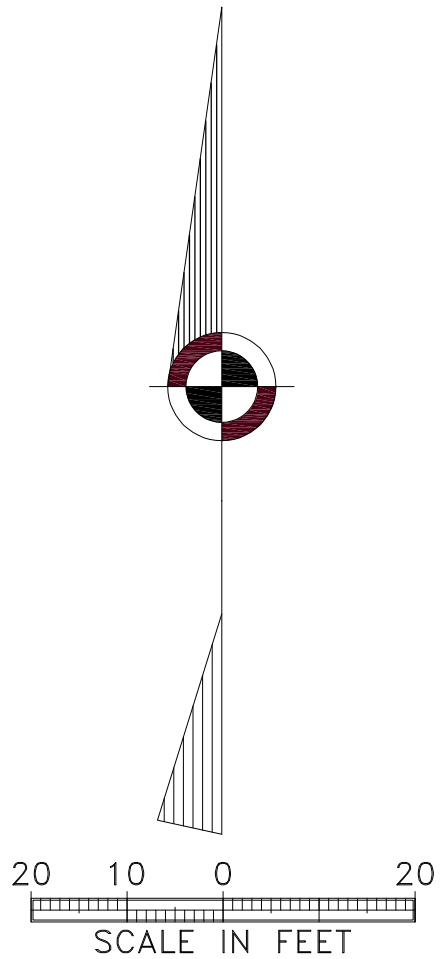
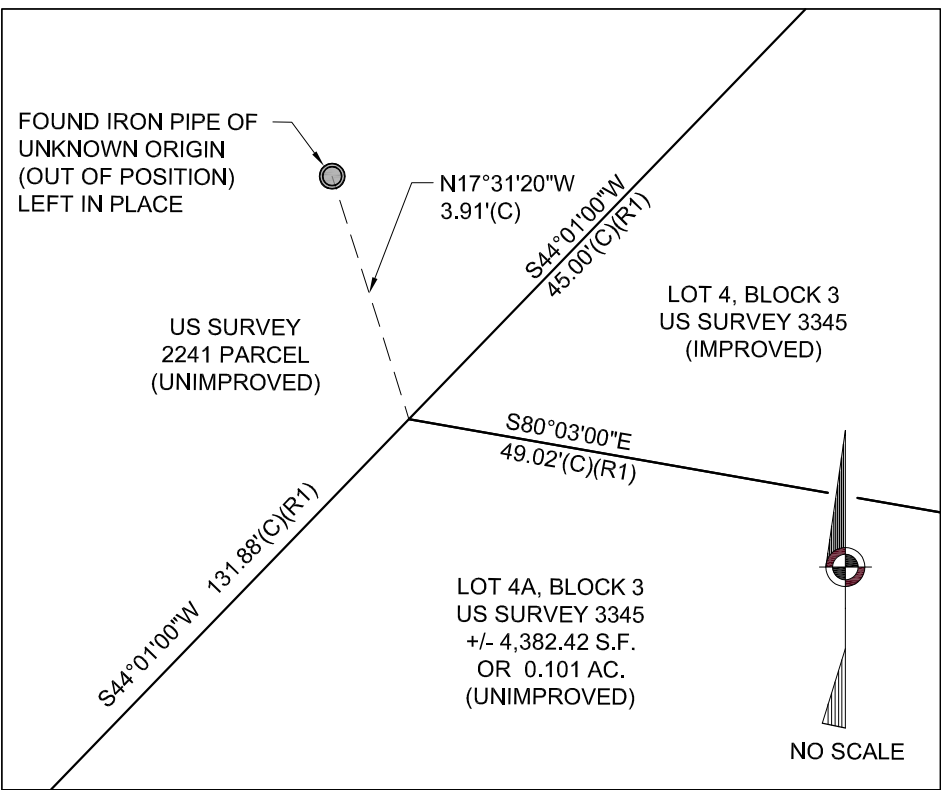
LEGEND

- FOUND BLM BRASS CAP SURVEY MONUMENT, AS NOTED
- FOUND 2" ALCAP SURVEY MONUMENT, AS NOTED
- FOUND IRON PIPE, AS NOTED
- SET ORANGE PLASTIC CAP ON 5/8" REBAR, LS 131102
- S.F.N.F.
- SANITARY SEWER MANHOLE
- MEASURED
- CALCULATED
- RECORD REFERENCE
- ACRES
- METHODS & REASONING
- SQUARE FEET
- MEAN HIGH WATER
- ORDINARY HIGH WATER
- BOUNDARY LINE/PROPERTY LINE
- ADJACENT BOUNDARY LINE
- CENTERLINE OF RIGHT OF WAY
- TIE LINE
- SANITARY SEWER CENTERLINE
- 20' SANITARY SEWER EASEMENT
- EDGE OF PATHWAY
- TOP BACK OF CURB
- EDGE OF PATHWAY
- STRUCTURE LINE
- EDGE OF EYAK LAKE (O.H.W.)

NOTES

- DISTANCES ARE SHOWN IN FEET AND DECIMALS, THEREOF.
- THE ERROR OF THIS SURVEY DOES NOT EXCEED 1:5000.
- ALL BEARINGS SHOWN ARE TRUE BEARINGS ORIENTED TO THE BASIS OF BEARING.
- THIS RECORD DOES NOT CONSTITUTE A SUBDIVISION OR PLAT AS DEFINED BY ALASKA STATUTE 40.15.900(A).
- REMAINDER TRACT A, EYAK ADDITION TO THE TOWNSITE OF CORDOVA, ALASKA BEING WITHIN US SURVEY 3345 A&B, APPEARING OF RECORD AS LOT 4A, BLOCK 1, US SURVEY 3345 TRACTS A&B. LOT 4A, BLOCK 3, US SURVEY A&B SUBJECT TO EXCEPTIONS AS DETAILED WITHIN THE COMMITMENT FOR TITLE INSURANCE SCHEДУLE A, REPORT BY FIDELITY TITLE AGENCY OF ALASKA, F-240832, EFFECTIVE JULY 9TH, 2024.
- STRUCTURES SHOWN HEREON ARE FOR GENERAL REFERENCE AND SHOULD NOT BE USED TO ESTABLISH PROPERTY BOUNDARIES OR RIGHT OF WAY EXTENTS.
- THE AERIAL IMAGE SHOWN HEREON IS DERIVED USING PHOTOGRAPHY COLLECTED WITH UNMANNED AERIAL SYSTEMS EQUIPPED WITH A 20 MEGA PIXEL RGB CAMERA, THEN POST PROCESSED USING PHOTOGRAMMETRY SOFTWARE GEOREFERENCED TO FIELD SURVEY COORDINATE SYSTEM. AN AVERAGE GROUND SAMPLING DISTANCE OF 1.07 CM/PIXEL WAS ACHIEVED USING GROUND CONTROL POINTS WITH ROOT MEAN SQUARED ACCURACY OF 0.07' OR BETTER.
- TOTAL AREA COVERED PROCESSED WITH PHOTOGRAMMETRY PROJECT WAS +/- 11.5 ACRES ON THE DATE OF 12/18/2024.

DETAIL "A"



SITE PLAN - AERIAL OVERVIEW

LOT 4A, TRACT A US SURVEY NO. 3345 A & B, ACCORDING TO THE PLAT BOOK 1 AT PAGE 16, IN THE RECORD OF THE CORDOVA RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA CONTAINING 4,382.42 S.F. OR 0.101 AC., MORE OR LESS

CORDOVA
SCALE 1:20'

ALASKA
DECEMBER
2024

VECTOR
SURVEYING LLC

LAND AND CONSTRUCTION SURVEYORS
ANCHORAGE ALASKA
(907)-519-4553

Copy
Send to
U.S. Commissioner
Cordova for recording
U.S. SURVEY
NO. 1668

BOOK 1 PAGE 16
Cordova Recording District

U.S. SURVEY No. 3345 A & B
EYAK ADDITION, TOWNSITE OF CORDOVA, ALASKA
TRACTS A, B & C

U.S. SURVEY NO. 2974

U.S. SURVEY No. 449

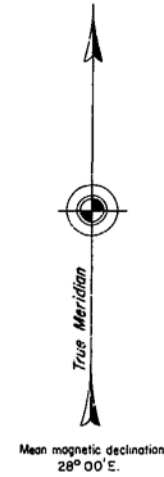
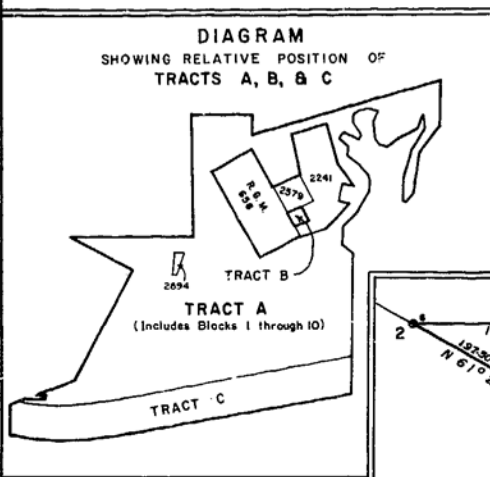


DIAGRAM
SHOWING RELATIVE POSITION OF
TRACTS A, B, & C



U.S.
SURVEY No. 828

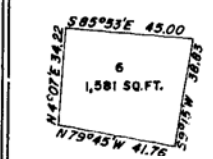
FEDERAL RESERVE

U.S. SURVEY
NO. 2241

U.S. SURVEY
NO. 656

TR. B
U.S. SUR.
NO. 3345

ENLARGED DIAGRAM
BLOCK 6 LOT 6



Approximate Geographic Position
Latitude 60° 32' N. Longitude 145° 45' W.
At Corner No. 1

Surveyed By
John M. Short, Cartographer (Cadastral)

July 6 to August 6, 1954

and
Harold Radcliffe, Cadastral Surveyor

June 13 to 30, 1957

Under Special Instructions
Dated May 26, 1954 and
March 18, 1957

U.S. SURVEY
NO. 1434A

Gross Area: 46.52 acres
Area of US Surveys Nos. 656, 2241, 2579, and 2894: 6.02 acres
Net Area: 40.50 acres

Net Area: Tract A 31.91 acres
Tract B 0.11 acres
Tract C 8.48 acres
40.50 acres

Note: Block and lot corners marked with spruce stakes, 2 inches square.

UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
Washington, D. C. June 2, 1959

This plat is strictly conformable to
the approved field notes, and the survey,
having been correctly executed in accordance
with the requirements of law and the
regulations of this Bureau, is hereby
accepted.

For the Director

Harold Harrington
Cadastral Engineering Staff Officer

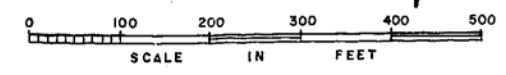
TRACT A
U.S. SURVEY
NO. 3370

ALASKA - THIRD DIVISION
CORDOVA PRECINCT

The within instrument was filed for record
at 2:30 o'clock, P. M. May 30, 1959
and duly recorded in book 1 of Vol. 1
page 16 of the records of said Division.

LEGEND

- BRASS TABLETS SET IN CONCRETE
- IRON POST 4" DIA. WITH IRON CAP
- IRON POST 2" DIA. WITH BRASS CAP
- IRON POST 2 1/2" DIA. WITH BRASS CAP



AMENDED U.S. SURVEY No. 100

ODIAK SLOUGH

COPPER RIVER HIGHWAY

CHASE AVENUE

LAKE STREET

LE FEVRE ROAD

LAKE STREET

CHASE AVENUE

LAKE STREET

CHASE AVENUE

LAKE STREET

CHASE AVENUE

LAKE STREET

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CHASE AVENUE

LAKE STREET

August 12, 2025, Planning Commission Meeting, Agenda item 10b:

Chairman Mark Hall: Moving on, we now have request for variance, page 69. Nice proposals by the way, both of them.

City Planner Amanda Coward: I do want to clarify that this is the northwest lot line not the north like I wrote in. Just fyi on that.

Commissioner Ranney: So that would be towards Chase?

City Planner Amanda Coward: Yes, toward LeFevre, yeah.

Commissioner Bolin: Mr. Chairman, I move to grant the variance request submitted by Diana Riedel to include the findings and conditions presented in the staff report.

Chairman Mark Hall: Do we have a second?

Commissioner Trumblee: I second.

Chairman Mark Hall: To your motion, sir.

Commissioner Bolin: I myself have been in this situation and unfortunately the way Cordova was laid out in the past and the way many lots are in the sound, a lot of them require variances. I do see the, I do understand the neighbors' concerns, and I just feel that it is something that the city has been pushing to do for housing and development, and I feel that this should be moved forward.

Commissioner Trumblee: That's pretty much what I was going to say. So.

Chairman Mark Hall: Do you have anything to add?

Commissioner Ranney: I, uh, disagree, certainly bearing to the degree of having like a zero variance to that lot line, it isn't just adjoining like empty air there. There is another property there that could theoretically have a structure on it at some point in the future. These setback requirements they do exist for a reason. That is a buildable lot without the need for a variance. When the lot was, when it was made available, by the proposer, the conditions of the lot were known, certainly should have been known. I don't think that there is a particular good reason to go through with a variance.

Chairman Mark Hall: Anything else? I'll give my two cents. I initially had issues similar. Then it was explained to me, I had to come in and talk about what's actually going on here. It's not aligning, the house is not going to align with either lot line. Its going to be rotated and that is not shown on this application and that is what really does make a difference. Because there is actually a right-of-way – Chase coming in that also has a setback from which needs to be modified. But on that one back lot line its going to have just the point sticking into it, so its like having a power pole. So, its not a huge, its not encumbering the whole thing. Its just going to be encumbering a point. I still do have issues because like you said there is the adjoining. I checked and this was noticed to the

landowner to that side – we’re not – the young lady who has the land to the north its not encroaching into that setback – that can’t be. And it’s only encroaching to the eaves – that all construction including eaves has to be inside. Alternate we could drop it from what, what is it a 5, 10 foot requested to a 5 foot as an option. But that would be up to, unless we want to go with it as is. And that is the reason why there are variances in our code, there’s a reason for them. Because like we said its not laid out, as a surveyor, I’m appalled at what was done 100 years ago. None of this would’ve ever happened. Chase Avenue was moved when the city owned that school site that ended up coming back to the feds and then went to Chugiak – and they got it, and it’s that right-of-way that’s technically up in the air I can see it going which way but its going to take adjudication to get the actual right-of-way for where Chase is out there. Or Lefevre, yeah, Lefevre. Because that’s, it is, and it isn’t legal. So, do we want to vote on it, or do we want to discuss it more or does anyone think it should be amended?

Commissioner Bolin: I have a question. That other property.

Commissioner Ranney: Yeah, the Chugach, which isn’t quite as big as it looks on this map, right.

Commissioner Bolin: Yeah, okay and there’s this, thank you.

Chairman Mark Hall: Part of it is that there is a sewer easement that really reduces the other lot to a small buildable area also.

Commissioner Ranney: I mean, it’s basically nothing, the likelihood of anyone actually building on it, I find, is somewhat unlikely but theoretically someone could build on it and this would greatly infringe on that.

Chairman Mark Hall: That was my huge concern, but then it was brought up through the chain that they were noticed and if they had an issue, if that owner had an issue, I would address, I would concur with them. But they did not, if they had, I would have said no to this.

City Planner Amanda Coward: I would also like to point out that that would need to be a backyard setback if that lot was used, because it would need to be a backyard setback from, it’s 25% of the lot, not to exceed 15 feet, no latency area, so that would be, it could be a setback of like 10 feet for that property owner from the lot line.

Commissioner Trumblee: Can I just ask a question. Chris’ (Commissioner Bolin) motion, did it include the conditions of approval that the staff recommended on page 74?

Commissioner Ranney: Yes, that findings.

Commissioner Bolin: Yeah, to include the findings and conditions printed, presented in the staff report.

Commissioner Trumblee: I didn’t know if we had to specifically say the conditions of approval.

Chairman Mark Hall: The only additional condition I would, uh, there is a setback from Chase, there should be, it ties right in, that's actually their access, so there needs to be, I don't know attention from that one, but I don't think where they're putting the point of the house it's going to affect it, but I would like to add that condition just to verify just so that they know that from where the right-of-way ends on the lot it needs to be 10 foot back from that because actually that's their access too. So that would amend.

City Planner Amanda Coward: So, do you want to add that into the motion, then? Is everyone agreeable to that?

Trumblee, Bolin, Ranney: yeah, yes, yeah

Chairman Mark Hall: Then we've amended the motion, if you want to vote on it. All those in favor.

Trumblee, Bolin, Ranney, Hall: Aye, aye, aye, aye.

Chairman Mark Hall: okay. Audience comments.

City Planner Amanda Coward: Uh, we voted to amend, now we have to vote on the main motion. Do you want to state the new motion.

Chairman Mark Hall: The new motion with the amendment to require the setback from the right-of-way from the Chase right-of-way also, to not grant a variance for that. All those in favor?

Trumblee, Bolin, Ranney, Hall: Aye, aye, aye, aye.

TRANSCRIBER'S CERTIFICATE

I, Susan Bourgeois, hereby certify that the foregoing pages numbered 21 through 23 are a true, accurate, and complete transcript of the City of Cordova Planning Commission's hearing of Diana Riedel's variance application, held August 12, 2025, transcribed by me from a copy of the electronic sound recording to the best of my knowledge and ability.

Su Bri

Susan Bourgeois, City Clerk

9/12/25

Date

