

Planning Commission
REGULAR MEETING
CITY HALL CONFERENCE ROOM
TUESDAY, MARCH 8, 2011
MINUTES

In those matters coming before the Cordova Planning Commission at 7:00 p.m.; Tuesday, March 8, 2011, in the City Hall Conference Room, 602 Railroad Road Cordova, Alaska, are as follows:

- A. Call to order –
- B. Roll Call Present for roll call were Chairman Tom Bailer, Don Sjostedt, David Reggiani, Lauren Padawer, John Greenwood, & Greg LoForte.
Also present were City Manager Mark Lynch, City Planner Samantha Greenwood and Assistant Planner Faith Wheeler-Jeppson. There were 4 people in the audience.
- C. Record Absences
- D. Approval of Agenda
M/Sjostedt S/Padawer to approve the Agenda
Upon voice vote, motion passed unanimously
- E. Approval of Consent Calendar
M/Sjostedt S/Padawer to approve the Consent Calendar
Upon voice vote, motion passed unanimously
- F. Disclosure of Conflict of Interest
None
- G. Correspondence
None
- H. Communication by Visitors
1. Guest Speakers
None
 2. Audience comments regarding items in the agenda
None
 3. Chairpersons and Representatives of Boards and Commissions
Greg LoForte informed the Planning Commission that the Harbor Commission had been reactivated and is having monthly meetings, the next meeting is tomorrow night.
- I. Planners Report
Samantha Greenwood ~ found the Land Disposal maps after the packet was put out.
- J. New Business
1. Discussion of maximum eave and roof height with CVFD
Dick Groff provided an information packet (in permanent file)
Mr. Groff ~ on page one section A.4.4.2 Fire Department ground ladders should not exceed fifty feet in designated length. Ground ladders greater than fifty feet long are unwieldy and require increased personnel and specialized training. Extension Ladders generally range in length from twelve to thirty nine feet. Pole Ladders are extension ladders with poles that can be attached to the top of the bed sections for added leverage and stability when raising the ladders. NFPA (National Fire Protection Association) 1931 requires all extension ladders that are forty feet or longer to be equipped with these staypoles. Pole ladders are manufactured with two to four sections. Most modern pole ladders do not exceed fifty feet in length. To raise a pole ladder it would require seven people.
Depending upon the height of the foundation and other factors, a residential story averages about ten feet, and the distance from floor to floor, with a four foot distance from the floor to windowsill.
If a fascia or parapet extends more than six feet above the roof, an additional ladder should be placed from the top of the fascia/parapet down to the roof to assist firefighters to and from the roof.
Remember that the designated length is a measurement of the maximum extended length. This is not the ladder's reach, because ladders are set at angles of approximately seventy five degrees for climbing. Therefore, the reach will be less than the designated length. For lengths of thirty five feet or less, reach is approximately one foot less than the designated length. For lengths over thirty five feet, reach is approximately two feet less than the designated length.
Fire Chief Mike Hicks clarified that for every four feet up the ladder will need to be angled one foot out away from the structure.

2. Discussion of 2006 City Land Disposal maps

3. Disposal of Lots 1-4, Block 42, Original Townsite

M/Padawer S/Sjostedt "I move that the Planning Commission recommend to City Council to dispose of Lots 1-4, Block 42, Original Townsite subject to the special condition as contained in the staff report."

Yeah: None

Nav: Bailer, Sjostedt, Padawer, Greenwood, LoForte and Reggiani

Absent: Srb

Upon voice vote, motion failed 6-0

M/Bailer S/Padawer "I move that Planning and Zoning recommend that the City or Cordova upgrade the water and sewer up Eighth Street before disposing of Lots 1-4, Block 42."

M/Greenwood S/Reggiani made a motion for a five minute recess

Reggiani called the meeting back to order at 8:37 pm

Reggiani ~ Staff needed time to check code against a few code concerns, so what did you guys find out?

Samantha Greenwood ~ read the following section of code 14.08.070 - Water connection required.

The owner of any structure used for human occupancy that is located on a lot adjacent to a street, alley or right-of-way where a city water main is located not more than one hundred fifty feet from the nearest point at which the lot adjoins the street, alley or right-of-way must cause the structure to be connected to the water main at the owner's expense within ninety days after official notice to do so.

Mark Lynch ~ what I was trying to call Malvin about was is that lot within one hundred fifty feet from a water main. This doesn't put a foot on it but, in section 14.04.070(E) says ~ The customer shall construct any required connection at the customer's expense, in conformity with the city's standard specifications, or the owner may request that the city install the connection at the customer's expense. If the customer will construct the connection, the customer may commence construction only after paying to the city the connection fee required under subsection (B) of this section, the cost of any necessary stub-in to the water or sewer main as provided in subsection (D) of this section, and the fee prescribed by the city for inspecting the connection construction. If the city will construct the connection, the city will commence construction only after receiving from the customer the fees and costs described in the preceding sentence, plus a deposit equal to the city's estimate of the construction cost. The city will determine the actual cost of construction after the construction is completed. If the amount of the customer's deposit exceeds the actual cost, the city shall refund the excess to the customer. If the actual cost exceeds the amount of the customer's deposit, the customer shall pay the excess to the city before the city will commence utility service.

Reggiani ~ I appreciate that, and I appreciate you speaking up when you guys think that there's a violation or something in code that is inconsistent with the motion.

Yeah: Bailer, Padawer, Sjostedt, Greenwood, LoForte and Reggiani

Nav: None

Absent: Srb

Upon voice vote, motion passed 6-0

4. Disposal of Lot 3, Block 2, South Fill Development Park

M/Sjostedt S/ Greenwood "I move that the Planning Commission recommend to City Council to dispose of Lot 3, Block 2, South Fill Development Park based on the findings as contained in the staff report."

Bailer ~ maybe we could do this in the future, I know Sam checked with Public Works and the Harbor, but in the past we've gotten written comments from these folks. Even just an email saying no, I do not object to anything. I have perfect faith that they've followed through with that, but, I think building a record is important and having that in writing would be important to our records.

LoForte ~ I pretty much wanted to say a very similar thought, and that again this seems like a roundabout method where I thought they would come to Planning and Zoning first and not to City Council then come back here, obviously not. I would like to see other Departments within the City, especially the Harbor voice in on this.

Reggiani ~ question to staff, has the Harbor weighed in on this?

Samantha Greenwood ~ the Harbor Commission will meet tomorrow, I have talked with Harbormaster, Tom Cohenour and Rob Brown and they're all good.

Reggiani ~ so they were all comfortable and there were no objections.

Yeah: Bailer, Reggiani, Greenwood, Sjostedt and Padawer

Nav: LoForte

Absent: Srb

Upon voice vote, motion passed 5-1

5. Disposal of Lot 5, Block 2, South Fill Development Park
M/Sjostedt S/Padawer "I move that the Planning Commission recommend to City Council to dispose of Lot 5, Block 2, South Fill Development Park based on the findings as contained in the staff report."

Yeah: Reggiani, Greenwood, Padawer, Sjostedt and Bailer,

Nav: LoForte

Absent: Srb

Upon voice vote, motion passed 5-1

6. Downtown parking and sidewalks

Reggiani ~ Sam has got the downtown area maps zoning around the downtown business district. This item on our agenda came from discussions that we've been having at our Public Safety Building Design Committee, that committee was tasked to basically design or network with architects CH2MHill to design a public safety building for the Police and Fire Department. We were to look at the two locations that have been identified by these committees, one will be the Library Museum Complex and the other is the parcel between Eagle and the cemetery out on the Copper River Highway. One of our parameters was to engage the community, seek them out and get as much community input as we could get, we did that and we continue to do that and we've gotten a lot of good input from that on both locations. One thing that was highlighted that I felt was beyond the scope of the Design Committee was some of the concerns with the Downtown area and that's basically traffic congestion, parking in the downtown area and then safety of the pedestrians. I want to bring this to the Commissions attention because there is a perception that there is not enough parking in the down in the Central Business District.

Bailer ~ for City Hall area I think we agreed that the plan was to dismantle part of City Hall leaving the Fire Hall and Police Station and then all of that area would then be parking for the new Civic Center, was that not correct?

Reggiani ~ that's how I understand it.

Bailer ~ not Redden Net are they gonna be in the way for the building or are they also going to be for parking area?

Sjostedt ~ it's going away as far as I know.

Mark Lynch ~ my understanding is that it is going to be torn down and that area used for parking.

Bailer ~ I would like for us to do is kind of count up what we have now, do an inventory of what we have, what we think we're going to have then when the Civic Center is built with the City Hall and Redden gone that inventory, then (inaudible) over by the museum as far as we can go there, then that discussion can go to how much more do we need to we need to purchase, do we need to reorganize. But without being able to tell what we have right now, I think the next step is let's get an inventory of what we've got and carry on this discussion.

Reggiani ~ I agree with you, I would say an inventory on the parking downtown, the sidewalks that are available downtown, and then to really understand if we can identify the lots that have building or don't have buildings would really help.

K. OLD BUSINESS

Zoning Code Review

Samantha Greenwood ~ so we are undertaking the revision of Chapter 18 Zoning Code, we all signed up for that. As Faith and I as we work with this Code there are some things that are really helpful to have in each section of Code. There are Chapters and Sections, some sections that are very helpful. If you look through all of the handouts it has all of the code sections, you can see that there are a variety of things in each section, there's not a lot of consistency within the sections. Our favorite Section is RR3, it has most of the things that we find very helpful, purpose and intent, lot size, minimum lot size, it also has conditional uses spelled out in it, it has uses that it doesn't want in it, and it's consistent. I want to talk about those sections and create core sections for example purpose and intent, let's get a general purpose and intent for every chapter which then allows you to get a concept of what the idea is behind each of the zoning codes. It's very helpful when you're trying to make a call on code; the other thing I think in there that is really useful is it goes through the principal permitted uses, accessory uses, conditional uses, it has prohibited uses. So just things like that that make it just a little more helpful when you're trying to make decisions and I think if you look at the Wrangell code it's interesting they have the same sections and at the end they have specific standards.

Reggiani ~ you're mainly talking about organization then and outline format.

Samantha Greenwood ~ yes

Samantha Greenwood ~ So for next time we'll try to get some core sections in line and some definitions that we all agree on.

L. MISCELLANEOUS BUSINESS

None

M. PENDING CALENDAR

Remove the scheduled works session for March 22, 2011.

N. AUDIENCE PARTICIPATION

Robert Beedle ~ I had some questions on the Land Disposal so I just wanted to see and bring myself a little bit more up to speed on this. Thanks

O. COMMISSION COMMENTS

Padawer ~ I appreciate what Tom brought to the discussion in regards to the Land Disposal issues especially that first property and just in general some of the flaws in the process that I saw happening in the last couple of years with the lease to sale kind of thing. I'm glad there was finally a discussion about it.

Sjostedt ~ I guess I'm a little embarrassed and disappointed to find out that the Land Disposal Policy was never really the way we thought it was, but that's what happens when we do our work and think that things are moving ahead. The other thing is I can see that the Planning Staff is really working hard and I'd just like to thank them.

Greenwood ~ No comment

LoForte ~ I have one kind of question for the Manager we're taking material off of the construction site for the Civic Center and we're putting it down in the Harbor, right?

Mark Lynch ~ Not that I'm aware of, there was some put down there early on, I was instructed by the Mayor that that was a good place to stockpile fill.

LoForte ~ Not for nothing, but, I was just wondering when you do a construction job it's really easy to take your stuff and dump it as close to the job and kiss it goodbye, it's just cost effective and I was just wondering if in fact there was another place to dispose of that material that may be of more of a benefit to the City and i.e. maybe out the road down in the Odiak Park area.

Bailer ~ I guess I'll talk about the Land Disposal Policy again what they call the flow chart, it's pretty telling when Greg speaks up there, a member of the public who wasn't on the Committee was any of this was going on but witnessed some of these sales and he said he thought it was really a fair way. And that's always been the intent, how can we make this fair for everybody. I know it's not code form what I've been told but there's no reason we can't still use this process. I think all of us agreed on it and you can tell some of the other commissioners were disappointed but we can still utilize the process. And for staff I know you're working hard, but, you know you need to look at our frustration I've been through five City Managers and six or seven Planners and I've only been on this thing for nine years or so. Things haven't been followed through, we haven't always been told the truth, I've had a City Manager come to a meeting take his hat off and say I'm no longer City Manager and I don't think we need to have any zoning or any codes out past two mile.

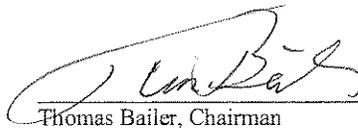
We do appreciate your work, but I think I appreciate all of the volunteers work.

Reggiani ~ And my comment kind of dovetails a little bit in that cause I've got a couple of things written down, one of them was Land Disposal and I understand that there are people frustrated on how it went at City Council and back to P&Z, the process and confusion. I like to think of new days and at times we need to let the water go under the bridge and not transfer some of the past actions on the current staff. I see this as a tremendous opportunity and it might be frustrating for commissioners who have been around the block or two and have done this once or twice, but I'm convinced more than even that we've got some really good staff with a lot of energy and the attention to detail in looking into code that we will get it into code, it will be a fair process and it'll include a flow chart, we can follow it and everybody will agree to it I'm sure. As I am listening to everybody we're all saying the same things. My hats off to Mark, you're doing an outstanding job with the code review. Sam, you've taken the bull by the horns here and jumped in like I haven't seen somebody before so I really appreciate that. And Faith, same goes for you. I appreciate all of the efforts, I see this a little bit more than the other commissioners because I come in and visit a little bit more as a Councilmember, but you guys are working really hard and it doesn't go unnoticed, thank you very much. The other thing I wanted to bring to the Planning and Zoning Commission is the next City Council meeting I am going to be advocating for our Historic Preservation Committee to be activated again.

P. ADJOURNMENT

M/Sjostedt S/Padawer

Motion to adjourn at 9:30 pm

 12-13/11
Thomas Bailer, Chairman Date

 12/13/11
Samantha Greenwood, City Planner Date