

Planning Commission
REGULAR MEETING
CITY HALL CONFERENCE ROOM
TUESDAY, July 12th, 2011
MINUTES

In those matters coming before the Cordova Planning Commission at 7:00 p.m.; Tuesday, July 12th, 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, David Reggiani, Roy Srb, John Greenwood and Tom McGann.
Also present were City Planner Samantha Greenwood and Assistant Planner Faith Wheeler-Jeppson.
There were 0 people in the audience.
- C. Record Absences
Commissioner Lauren Padawer was absent for the July 12th 2011 Regular Planning Commission meeting.
- D. Approval of Agenda
M/Reggiani S/Srb
Upon voice vote, motion passed unanimously
- E. Approval of Consent Calendar
None
- 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
None
- I. Planners Report
Samantha Greenwood ~ Samantha gave a verbal update on City Manager Mark Lynch. Samantha provided draft copies of a Grading Permit application and a Utility vacation application. Greenwood also answered property and setback questions about the 'ILP' building that will be placed on High School property.
- J. New Business
1. KCHU Conditional Use Permit
M/Reggiani S/Srb "I move to approve the request by KCHU to co-locate one antenna at the 23 foot level on the existing tower by Copper Valley located in Tripod Hill with the special conditions as suggested in the Staff Report dated July 5, 2011."
 1. The conditional use application and/or building permit must be signed by the leaseholder and property owner.
 2. A fully executed building permit must be obtained prior to installation.Upon voice vote, motion passed unanimously
 2. Review proposal for Lots 1-4, Block 42 Original Townsite
M/Reggiani S/Greenwood "I move to forward the proposal to purchase Lots 1-4, Block 42, Cordova Original Townsite to the Cordova City Council as it meets the zoning regulations for R Medium Density Residential District."

Reggiani ~ This is the sole proposal that we received back and with that it looks like a pretty good proposal, ample space for a two story building that the proposer has outlined. It's going to be a multi-housing unit with primary on the upper floor and a shop and a studio down below, it looks good to me.

Bailer ~ With that I'm going to vote no on this, for my reasons I've stated before I don't think it's the highest and best use of the property. I'd also caution Council on this they were told that the sewer line goes all the way up to Brockert's, I firmly believe that it does not. The only way for them to know that for sure is to camera that line. So, my point is that you guys are on record as saying the sewer line runs all the way up the street, so if it doesn't and somebody builds on that place (garbled words) then you're liable for that and the City will have to run that up. So, you need to clarify that before you sell it because of disclosure laws.

Upon voice vote, motion passed 5-1

K. OLD BUSINESS

1. Land Disposal Maps

Samantha Greenwood ~ OK I just want to do one more quick run through.

Five Mile Loop area

Samantha Greenwood ~ This is one place that somehow we managed to skip multiple times. I remember chatting about this and someone saying yea its available as long as they understand that you can't build in the summer. It's only a seasonal use.

Tom Bailer ~ My understanding of that is you could not build there because they didn't want any, that's why we had the discussion about a City park there.

Samantha Greenwood ~ So here's the Code for the uses

Faith Wheeler-Jeppson ~ **Because of the high hazard to the health and safety of the general public, no uses that concentrate human activity during times of risk are allowed in the avalanche district.**

The following uses are prohibited in the:

A. High Hazard Red Zone.

1. All residential occupancies;
2. All commercial occupancies;
3. All storage facilities;
4. All temporary structures, except those authorized by special permit issued by the city that might be required to serve temporary uses related to public services;
5. Any use or structure open to the general public for use between December 1st and May 1st of any year, or other times when the city has declared an avalanche hazard;
6. Open or closed storage of vehicles, boats or equipment;
7. Fuel, or any other material rated as hazardous; or
8. Junkyards.

B. Moderate Hazard Blue Zone.

1. All residential and congregate occupancies, except single-family residencies;
2. All commercial occupancies;
3. Open or closed commercial storage of vehicles, boats or equipment, except items for personal use under the control of the owner of the property; or
4. Fuel or any other material rated as hazardous, when the quantity of material exceeds the minimum listed controlled quantities under HAZMAT guidelines adopted by the state of Alaska and/or the city of Cordova, Alaska.

Tom Bailer ~ I think we should look at it as a park or day camp.

Roy Srb ~ Well you know if this money comes through for Linda Crider for the bicycle trail to the airport this could be a support facility for that.

Tom Bailer ~ Then the question comes that if we want to see a camp ground in there would we want to sell it and have a private camp ground put in?

Samantha Greenwood ~ The same with a park.

Tom Bailer ~ So list it for sale

Samantha Greenwood ~ So do you want to bring it back next meeting with some background?

David Reggiani ~ Yea, that would be interesting

Tom Bailer ~ Yea, give everybody time to drive by it

John Greenwood ~ Yea, give people time to identify which lots

Greg LoForte ~ How much property are you talking about with the four lots adjacent to the water?

Samantha Greenwood ~ I can give you a rough estimate of approximately 58,000 square feet.

Samantha Greenwood ~ OK so we're leaving it as available. OK so that was the last of them that I needed clarification on.

Staff had to define what 'Special Circumstances' was in reference to the Land Disposal Map land designations. 'Special Circumstances' will be removed from list of land designations.

3. Discussion on City Code Chapters 16, 17 & 18.

1. Building Permit/Site Plan Review

Samantha Greenwood ~ There are some things that we came up with in Chapter 16 the first one is about Building Permits and Site Plan Reviews. In Chapter 16 the Site Plan Review is only for the Unrestricted District and it's basically just a Building Permit. The Site Plan Review application for the Unrestricted District has a mish mash of stuff from the Building Code, the Site Plan Review and the Building Permit application, so what I was wondering if any of you guys would have heartburn over having a Building Permit required for ALL residential including the Unrestricted District?

Roy Srb ~ My remembrance is that it was largely political, it was a negotiated response at the time for expanding the Zone. We expanded our Zone out to the Airport and beyond, the people like the Jacksons on the lake to six and a half mile. There were quite a bit of people at the Public Hearing that were upset that they were going to have restrictions and stuff put on them. So we created a Zone that reduced the Mill rate for that area and people had greater latitude with their pets and firearms and then the onus of Building Permits at the time. The intent was, if I remember right that over time as more services were provided; street lights, paved roads and those sorts of things that we would then begin to bring those areas into the fold and they would become more consistent with the (indistinct) mill rate as town and the restrictions and such. To me, having only a Site Plan, I watched some of the houses going up after the fact and they didn't have adequate insulation, nobody was inspecting anything. It's a detriment because in my view that health and safety on one-hand and it's also the cashbox for the City on the other, that's your assessed valuation.

Tom Bailer ~ What's your question Sam?

Samantha Greenwood ~ I think there should be a Building Permit for ALL zones, everyone is require to get a Building Permit. Currently Waterfront Industrial, Unrestricted, Planned Mobile Home Park and Waterfront Commercial are the only ones required to have a Site Plan Review. What I'm asking is if you think there would be a huge objection to having a Building Permit for ALL zoning, Unrestricted would get a Building Permit, not a Site Plan Review. And then should Building Permits not be under Building Codes?

David Reggiani ~ The second question seems more structural with Code. But I agree with you, everything that is zoned should get a Building Permit.

Faith Wheeler-Jeppson ~ So does that cover it? Everything residential requires a Building Permit, all residential zones Unrestricted, Low Density, Medium Density, RR3; those all will have a Building Permit. Everything else, Business, Central Business, Industrial, Waterfront Commercial, Waterfront Historic etc. ... All of them will go through a Site Plan Review first then if it's approved they will also have to get a Building Permit.

Samantha Greenwood ~ The only exception is residential buildings that are four-plex and above because those will require a Fire and Life Safety Review from the State.

Faith Wheeler-Jeppson ~ Right

The Commissioners reviewed and examined a Site Plan Review application and a Building Permit application to determine the differences if any.

Tom Bailer ~ So are we in favor of just a Building Permit and the Grading Permit instead of the Site Plan for residential?

David Reggiani ~ OK, so explain to me why residential shouldn't have a Site Plan, what's the burden there?

Roy Srb ~ Why can't you just take the Site Plan checklist and put in in the Building Permit application and make it a Building permit checklist? That way you require them to provide the additional information and all of the bells and whistles.

David Reggiani ~ That kind of where I was going with a Building Permit/Site Plan? So it's all kind of one thing.

Faith Wheeler-Jeppson ~ Because you are going to have to separate things, for those Commercial and Industrial areas you're going to have to have a Site Plan, which may be changing, but up until recently you guys saw all of those. So with your expertise in the things that you do, you have knowledge of that whereas we might not.

David Reggiani ~ So there's the distinguishment, a Building Permit you guys do (staff), a Site Plan P&Z does.

Faith Wheeler-Jeppson ~ Yes, historically you guys have seen the Site Plans and approved or denied those.

The commission had a lengthy discussion regarding Site Plan versus Building Permit.

Samantha Greenwood ~ OK, here's the question, ALL Commercial, Business, Industrial and Residential 4-plex and higher new construction and remodel are required to have a Fire Life and Safety Plan Review, so that's what we're trying to base our cut-off on. Anything that falls within that will get a Site Plan Review by Planning and Zoning or Staff, which is what it was last meeting. But, anything below that which is basically all residential will have an administrative Building Permit.

Staff got concurrence from the Planning Commission that they're in agreement with a Building Permit being allowed for the Unrestricted District in lieu of an administrative Site Plan Review.

Staff got concurrence from the Planning Commission that Building Permits should be under the Building Code section of City Code instead of Zoning.

Samantha Greenwood ~ Last meeting we all did the bobble head that you all didn't want to do the Site Plan Reviews; it would be handled by Public Works, Planning Department and the City Manager. So, I want to verify what you did at the last meeting, is that what you want to do?

Tom Bailer ~ OK, let's answer this question, we've told her no before. So do you want to see Site Plans?

David Reggiani ~ Everything commercial, I'm using Roy Srb's definition as everything that is not residential. Yes.

Tom McGann ~ Yes

John Greenwood ~ Site Plans yes

Staff got concurrence from the Planning Commission that they would like to see Site Plan Reviews for everything 4-plex and above for residential and all other zones.

Planning Commission agreed that they feel that City Council should see Site Plan Reviews as well.

Samantha Greenwood ~ Chapter 16 Building Codes reference to a specific year of IBC

Staff got concurrence from the Planning Commission that our Local Amendments to the Building Codes would reference the 2006 IBC.

Staff got concurrence from the Planning Commission that Code Section 16.80.065 Temporary placement of Travel Trailers in Mobile Home Parks from April 1st through October 31st should be kept.

After a lengthy discussion the Planning Commission suggested that a visitor can stay in an RV on a privately owned lot with a no fee permit with the permit being applied for on the first day.

Staff got concurrence from the Planning Commission that allowing an RV or Mobile Home to be placed on a residential lot while the property owner is constructing a home should stay in Code.

L. MISCELLANEOUS BUSINESS

None

M. PENDING CALENDAR

Commission asked for Zone Districts to be on the Agenda

Commission asked for Criteria for Land Disposal proposals be on the Agenda

Commission asked for Review of Comprehensive Plan be on the Agenda

N. AUDIENCE PARTICIPATION

None

O. COMMISSION COMMENTS

Roy Srb ~ pass

Greg LoForte ~ no

David Reggiani ~ good meeting

John Greenwood ~ no

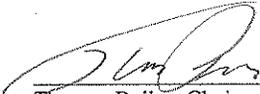
Tom McGann ~ we covered some ground

Tom Bailer ~ the parking in town by the Chamber, two vehicles sitting there a white Eldorado Cadillac and an old pick up they never move, they're broke down and its sitting on City property for the old folks home, whatever you want to call it. Why do we have these signs up if we just let people park wherever they want?

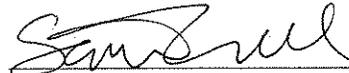
P. ADJOURNMENT

M/Greenwood S/Srb

Motion to adjourn at 9:45 pm



Thomas Bailer, Chairman 12/13/11
Date



Samantha Greenwood, City Planner 12/13/11
Date