

**Planning Commission
REGULAR MEETING
CITY HALL CONFERENCE ROOM
TUESDAY, August 9, 2011
MINUTES**

**In those matters coming before the Cordova Planning Commission at 7:05 p.m.;
Tuesday, August 9th, 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 Co-Chair 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**
Chairman Tom Bailer was absent for the August 9th 2011 Regular Planning Commission meeting.
Commissioner Lauren Padawer was absent for the August 9th 2011 Regular Planning Commission meeting.
Commissioner Greg LoForte was absent for the August 9th 2011 Regular Planning Commission meeting.
- D. Approval of Agenda**
M/Greenwood S/Srb
Upon voice vote, motion passed unanimously, 4-0
- E. Approval of Consent Calendar**
M/Srb S/Greenwood
Upon voice vote, motion passed unanimously, 4-0
- F. Disclosure of Conflict of Interest**
None
- G. Correspondence**
None
- H. Communication by and Petitions from 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 ~ OK so other than what's already on there we just have a few things that I wanted to fill you in on. We've revamped the Building Permit application like we talked about at the last meeting, in the packet it's the sample drawings that Faith did because we get a lot of questions about what we want on the drawings. Also we worked on the questionnaire and the checklist, so if you're interested in looking at that, feel free. The other cool thing we did was we made a separate one for remodeling because I don't know if any of you have ever tried to fill out this permit for a remodel, but it was pretty difficult to address it. We revamped the questions for that as well and included a floor plan drawing sample for them to give us an idea of what the project area is. So instead of trying to force two things into one, we're hoping this will make life easier for everyone, including us. So, just a little heads up Tom Bailer, Tom McGann and Lauren Padawer's terms expire in November, so you have to put a letter of interest in you don't just get reappointed automatically then it goes to Council. We need to have then in by November 9th 2011. It's a little ways into the future, but we'll keep reminding you, if you want to continue or not. Also, there is a State Investigator in town, he is with the Department of Labor and he checks Contractors. He came in a got a list of our Building Permits and locations, a list of the Contractors, so he'll be going around to different locations and asking about the work scope and checking the licensing of the Contractors.
- J. New Business**
None
- K. OLD BUSINESS**
1. **Discussion on City Code Chapters 16, 17 & 18.**
Samantha Greenwood ~ So Tom (McGann) can you tell me again what you mentioned earlier?
Tom McGann ~ I think we should briefly brooch the subject of establishing a Building Board
Samantha Greenwood ~ I went through the first hash of Chapter 16 and there are some questions I came up with

and I have an of the State adopted sections and deletions, the current ones. And I was hoping to do a work session on that where we could actually sit down and look at what the State says they have not adopted and I think that's in there 103.3 and discuss it because we need to make the decision whether we want that in our Code because if we don't then we go with what the State says. And there are multiple ones like appendix 'J' the Grading Permit application, so we could adopt that as our own local amendment. I have a conference call with the lawyer on Friday to talk about Chapter 16 and the IBC (International Building Code) mostly because the State does not adopt the IRC (International Residential Code) at the State level; they want you to do it locally.

Tom McGann ~ The IRC is compliant with the IBC for one and two family buildings.

Discussion was had about the IBC depth for footings being at 12" and our local amendment currently states that the depth of footings is at 24".

Discussion was had about if a Commercial type of structure does an interior remodel but does not change the footprint of the building would you want them to be required to come back and do another Site Plan Review or would you rather they get a Remodel Permit?

The only other thing we had was this Basic Design Criteria sheet as an informational hand out for applicants.

Roy Srb ~ I can provide information on Heating Degree Days to add to the Basic Design Criteria sheet.

L. MISCELLANEOUS BUSINESS

1. Cathy Sherman presentation on a potential pocket park at the Breakwater Trail

Cathy Sherman ~ I'm here on behalf of Dale Muma; I actually looked in the Comprehensive Plan to see if this was in there because I know it's been on the books for a long time in terms of an idea. So we're talking about down on the South Fill at the very end where the Breakwater Trail starts and there is a little section over there that is adjacent to the Tsunami siren and the Weather-cam Tower. We were looking at trying to create this little area that Dale has been talking about for a long time. The buoy that's down there belongs to the Historical Society it's got this great long history that belongs to it that I wasn't aware of, it's been in the Sound for a very long time and we have the Coast Guard history of it. We were talking about trying to delineate an area for a park down there using preferably some big rocks, maybe a little bit of piling to start you down the trail. Dale's idea was to set the buoy upright, do some historic preservation on it, some signage and put some tables and benches down there. We have gotten some comments back from Parks and Rec and Susie Herschleb gave us some good ideas on erosion control and weed control. Jerry Blackler has volunteered to help us set up the buoy, we're working with Public Works to help us with some of the rock and the Copper River Watershed Project has a little bit of money left over from the net recycling.

2. Discussion on recommended Capital Improvements

Suggested ideas for Capital Improvements were discussed amongst the Commissioners, a rough draft of ideas that were discussed to provide to City Council by November 1st 2011 were:

Expanding the parking area down on Breakwater Avenue by pushing out the fill towards the Small Boat Harbor 10-20 feet

Expanding the South Fill Development Park

Sidewalks for the South Fill Development Park

Improved sidewalks and signage from the Ferry Terminal to Downtown

Avalanche area Park or other Park

Sheet pile in the Economic Development Zone

Second Boat ramp in the Harbor

3. Discuss criteria for Land Disposal

David Reggiani ~ A table like this is kind of what I was looking for to help us score and evaluate the proposals we were looking at.

The Commission discussed at length possible criteria for disposal of City lands.

David Reggiani suggested that if everyone had ideas of possible criteria they could email them to Samantha Greenwood.

4. Review of Zone Districts

Samantha Greenwood provided a section of Code for the Parks and Open Spaces Zone District with suggested insertions and deletions.

Roy Srb ~ If we're going to have any recreational property that's on the water and spelling out water related uses and some of the uses that are allowable in that zone. On page 28 of the packet 18.17.020 I would suggest including Marine access under 'A' and Boating under 'C'.

The Commissioners looked at the definitions for 'Buildings' and 'Structures' and decided that 'Structures' would be more suitable.

The Commission had a brief discussion on the 'mean roof height' and 'mean grade'.

The Commission had a lengthy discussion on the permitted uses and conditional uses as stated in the current Cordova Municipal Code for the Parks and Open Spaces Zone District.

The Commission concurred that under 18.17.040 subsection I to include 'Alternative Energy'. Under 18.17.020 change the heading from 'Permitted uses' and replace with "Permitted Principle Uses and Structures". Under 18.17.100 subsection B to leave the word 'convenience'. Under 18.17.020 subsection E to strike 'Agriculture and grazing uses' and replace with 'Kiosks or other structures for day use recreation'. Add definitions for 'Park' and 'Open Space area' also including definitions for the inclusions to Code.

5. Review of Comprehensive Plan

David Reggiani ~ We're not suggesting that you change it we're just reviewing it.
Samantha Greenwood ~ I know we'll do a rewrite, in Code it says I think every five years.

6. Discussion on Avalanche Zone District

Samantha Greenwood ~ I talked with Susie Herschleb, they did do some public meetings and they do have that information. Her major concerns of course are maintenance, what can we put on there and that kind of stuff.

The Commission continued a general discussion on the Avalanche Zone District and the allowable uses in both the High Hazard Zone 'red zone' and the Moderate Hazard Zone 'blue zone'.

M. PENDING CALENDAR

Joint work session with Parks and Rec Commission on the Avalanche Zone District from 6pm-7pm on September 13th 2011
Work session for the Planning Commission on the International Building Code (IRC) at 6pm on August 24th 2011.

N. AUDIENCE PARTICIPATION

None

O. COMMISSION COMMENTS

Roy Srb ~ Enjoying the process, it's for the greater good of the community. It's very enjoyable working with everybody.

Tom McGann ~ Looking forward to having the Code cleaned up.

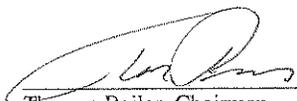
John Greenwood ~ A lot of good information in the meetings, we're making progress.

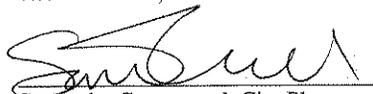
David Reggiani ~ I want to thank Sam and Faith for putting together a really good packet, it was a good one with a lot of good information and a good meeting.

P. ADJOURNMENT

M/Greenwood S/Srb

Motion to adjourn at 9:40 pm


Thomas Bailer, Chairman 12/13/11
Date


Samantha Greenwood, City Planner 12/13/11
Date