

Planning Commission  
REGULAR MEETING  
CITY HALL CONFERENCE ROOM  
TUESDAY, September 13, 2011  
MINUTES

In those matters coming before the Cordova Planning Commission at 7:00 p.m.; Tuesday, September 13th, 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, Lauren Padawer, Greg LoForte and Tom McGann.  
Also present were City Manager Mark Lynch, City Planner Samantha Greenwood and Assistant Planner Faith Wheeler-Jeppson. There were 2 people in the audience.
- C. Approval of Agenda  
M/McGann S/LoForte  
Upon voice vote, motion passed unanimously, 4-0
- D. Approval of Consent Calendar  
Remove the minutes from the August 24<sup>th</sup> 2011 Worksession from the consent calendar
- E. Minutes  
M/McGann S/LoForte “motion to approve the minutes from the August 24, 2011 Worksession”  
Tom McGann ~ Page 2 of the minutes, the first three lines we were discussing the State’s amendment to the IBC, what I was suggesting for sections 113, 114 and 115 was that we delete the State’s deletion. In other words that we keep it in the Code, I believe that there was consent among the Commission that we would keep in Violations, Stop Work Orders and the Unsafe Structures and Equipment.  
David Reggiani ~ So were talking about approving the minutes and so what I would suggest is that we ask Faith to go back and listen to the record, clarify it and bring back the minutes at the next meeting.  
Table the minutes until the next meeting
- F. Record Absences  
None
- G. Disclosure of Conflict of Interest  
Greg LoForte ~ stated that he felt that he may have a conflict of interest on the Cell Tower approval  
David Reggiani ~ While I see that you may have a perceived conflict of interest because you have a tower on your property, I don’t think that there would be any financial conflict. There would be no financial benefit to you one way or the other on your ruling or your participation in the discussion. I thank you for your disclosure but I don’t see that you have a conflict.
- H. Correspondence  
None
- I. Communication by and Petitions from Visitors
1. Guest Speakers  
Dan Logan ~ Thanks for letting me come and visit with you guys tonight as I understand it from talking with Sam she asked us to come in and talk about who we are, what we do and why we do it. Before I get started I want to say Thanks to you guys for the work you’re doing, Planning and Zoning out of all of the Commissions probably is the one that best defines the future and culture of our community with the decisions that you guys make.  
Mr. Logan provided a PowerPoint presentation lining out the functions and goals of the Chamber of Commerce. A copy will be placed in the archive as soon as it has been received.
  2. Audience comments regarding items in the agenda  
None
  3. Chairpersons and Representatives of Boards and Commissions  
David Reggiani ~ There is something later on here on the Agenda regarding Capital Improvements that’s what we talked about at Council on the last meeting so I’ll save my comments for then.
- J. Planners Report  
Samantha Greenwood ~ Just a couple of things, Faith sent an email out asking if people would be interesting in starting meetings at 6pm for the winter time. It seemed like there was pretty unanimous feedback on that, does anybody have objections to that instead of having them at 7pm?  
Lauren Padawer ~ I think it’s fine  
Greg LoForte ~ It doesn’t matter  
Tom McGann ~ 6pm is good for me

**Samantha Greenwood** ~ The other little housekeeping thing is there are three seats open at the end of November: Lauren Padawer, Tom Bailer and Tom McGann. So we need it to the City Clerk by November.

**Samantha Greenwood** ~ So we're going to go ahead and go for 6pm on the next meeting.

**A lengthy discussion ensued about Building Inspectors and sections of Code that speak about a Building Official.**

**David Reggiani** ~ ok, guys let's stay on topic, this is the Planners Report, what we're hearing is that we still would like to talk about these codes that the State has deleted that maybe we would like to consider bringing them into Cordova's. So my suggestion would be to put them on the next Agenda and have those spelled out. And Faith if you could, not everybody has got the big book like Tom's got, I'd like to see those.

**Greg LoForte** ~ I thought we did this.

**David Reggiani** ~ I'd like to look at them again there seems to be enough confusion that I'd like to if you guys agree with me. Let's get those penciled out, let's look at them nice and clear and let's take some action.

## **K. New Business**

### **1.) Conditional Use Permit request by Copper Valley Wireless for the installation of an 88' tall wooden pole cell tower located on Lot 6, Eyak Acres Subdivision.**

**Dave Dengel** ~ So we submitted the application and got some comments back from the City, we've since modified it, we've had our engineers do another analysis of the pole and it will support another set of antennas. So if someone wanted to collocate on there and we could come to some kind of Commercial terms there is a pole that will support another set of antennas. We also met with the property owner this afternoon and we've found another site on the property that meets the requirement of if the pole were to fall over apparently it was to fall within the property. Actually the pole is going to be 92 feet and not 88 feet, it's a 100 foot pole and 8 feet of it will be buried in somewhere around six or seven yards of concrete. I think that the initial location that we gave you was on the southeast corner of the building, what we have identified now is the northwest corner. You will notice that it does fall outside of the property by 3 to 5 feet. And we've agreed to fence it; fencing is required so we'll put an 8 foot fence up around the pole.

**David Reggiani** ~ I'm thinking procedurally, we've got something in our packet that you've revised and resubmitted some new information to the Planner. Probably at this point it needs to go through Staff and be worked up for comments and come back to us if it's ready at our next meeting rather than something that we could act on now. The Public Hearing that we had earlier was on your original proposal instead of your amended proposal.

**Dave Dengel** ~ This is a Conditional Use Permit request though right? Couldn't the Planning Commission grant this with conditions?

**David Reggiani** ~ As a Commissioner myself I wouldn't feel comfortable granting it without hearing from our Planner and having some recommendations after some thoughtful consideration.

**Greg LoForte** ~ Can I ask a question? How many of these have you installed before, at this height?

**Dave Dengel** ~ We have 6.

**Greg LoForte** ~ And they are all embedded in concrete?

**Dave Dengel** ~ (indistinct) mainly because of the soils around here.

**Lauren Padawer** ~ So is there any need for guy wires with this?

**Dave Dengel** ~ No that's what the structural analysis was for.

**David Reggiani** ~ One thing I do appreciate is the option to collocate on there, looking at our Code and our permit that it's important to the Commission to have that option.

## **L. OLD BUSINESS**

### **1. Discussion on City Code Chapters 16, 17 & 18.**

**Planning Commission and City Manager Mark Lynch had a lengthy discussion on the need for a Building Inspector.**

**David Reggiani** ~ So back to the Commission, what we need to consider is the IBC and the IRC and whether we're going to want to adopt and IRC and if we do what kind of flavor we want in it right? Basically you've showed us some examples on flavor. So, can we give Sam some flavor and she can go back and work up something for us for the next meeting?

**Commission is reviewing Table R301.2(1) of the Petersburg Code**

**Tom McGann** ~ One thing that might be good to add is the Energy stuff. (Indistinct) with the current Alaska Housing Finance numbers, but other than that I think Seward's is just nit-picking.

**David Reggiani** ~ Greg what do you think?

**Greg LoForte** ~ Yeah I kind of thought we did this. First of all I am a firm believer in making it as simple as possible ok and not make it complicated, to the point. I agree with Tom on the Energy page or criteria, I thought we had all come to that conclusion. I would question the Petersburg Seismic Zone and our Seismic Zone that would be the only thing. As for Frost depths, I would question that.

**Samantha Greenwood** ~ This is what we looked at last time. (Table provided at the previous meeting)

**David Reggiani** ~ So we need to bring that into an action item for the next Agenda right? I mean we don't have anything to act on here, we're reviewing some examples, and we're trying to give you some flavor. Are we getting close?

**Samantha Greenwood** ~ (indistinct)

**David Reggiani** ~ To Adopt the IRC with these local add-ons or provisions.

**David Reggiani** ~ Ok, so what are we ready for at the next meeting? Have we figured out the IBC yet? If you bring us something as an action item we can debate it, we can amend it, we can do whatever and then pass it through and move on to the next. Let's take it in little bits and keep moving.

## **M. MISCELLANEOUS BUSINESS**

### **1. Discussion on recommended Capital Improvements**

**David Reggiani** ~ My starting point on this, what I wanted to do as the City Council Rep is to make the distinction for the Commission that there is a difference between a Capital list and a Legislative Capital projects list. The Legislative Capital projects list is listed on page 50 of the packet and this is what we talked about at City Council in our last meeting and we ranked these in order of priority. So we are going to submit these to the Legislative bodies and basically say that these are the top priorities for our community. That's different than the City's Capital budget; the City's Capital budget is the City's money.

Typically that money gets funded through the Permanent Fund that we have. In Code the Planning and Zoning Commission is actually to look at a Capital Projects list and forward a recommendation on Capital Improvements to the City Council prior to the budgeting process. It's September 13<sup>th</sup>, so we would need to do something at our Regular Meeting in October and forward them to Council at that point.

Mark Lynch ~ spoke briefly about the City Council's revised Legislative Capital Project's list

Planning Commission had a lengthy discussion and prioritized the following recommended Capital Improvement list:

1. Sawmill Avenue trail
2. Develop Avalanche area
3. Grade and Chip seal angled parking at Harbor
4. Phased Development of the Shelter Cover RV Park with potable water, electricity and a dump station.
5. Sidewalk/trail connection from ferry to town
6. Moving Second Street to correct location

2. Discuss criteria for Land Disposal

David Reggiani ~ This is the criteria that Sam kind of put together.

Samantha Greenwood ~ This is the criteria that the one member that sent their homework in did. I just gave an example of how it could be put into the tablet that we looked at last time.

David Reggiani ~ Since it's getting late what do you guys think, do you want to discuss this at this meeting or do you want to do some homework since some of us haven't done our homework? I wouldn't mind looking at this in a little bit more detail.

Greg LoForte ~ I agree with it and I read it and I didn't have any problem with it, but I do think that it's so important that maybe more people on the Commission should have input to it.

Greg LoForte ~ I would like to see this tabled and brought up again with more of the Commission's input.

David Reggiani ~ And maybe with a smaller Agenda so we could really dig into it.

3. Review of Comprehensive Plan

David Reggiani ~ Did everybody review it?

N.

**PENDING CALENDAR**

State's Adoption of the IBC

Criteria for Land Disposal

Comprehensive Plan

Schedule Special Meeting for the Copper Valley Wireless CUP request if necessary

O.

**AUDIENCE PARTICIPATION**

None

P.

**COMMISSION COMMENTS**

Lauren Padawer ~ I don't really have any comments except for I'm sorry for missing a meeting I was working.

Greg LoForte ~ None

Tom McGann ~ Sam gave this Code check thing; it's a really cool thing she can give to people, it's just a reference to the IRC.

David Reggiani ~ I don't have any comments other than, good meeting and thanks for having patience with me on my Chairmanship.

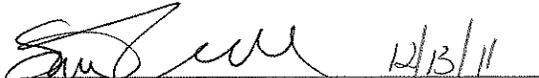
Q.

**ADJOURNMENT**

M/LoForte S/Padawer

Motion to adjourn at 9:23 pm

  
Thomas Bailer, Chairman      Date 12/13/11

  
Samantha Greenwood, City Planner      Date 12/13/11