Planning Commission Agenda
REGULAR MEETING
CITY HALL CONFERENCE ROOM
TUESDAY, AUGUST 14, 2012

Chairman

Tom Bailer

Commissioners
David Reggiani
John Greenwood
Roy Srb
Greg LoForte
Thomas McGann
Scott Pegau

City Planner
Samantha Greenwood

Assistant Planner
Faith Wheeler-Jeppson

In those matters coming before the Cordova Planning Commission at 6:30 p.m.; Tuesday, August 14, 2012 in the City Hall Conference Room, 602 Railroad Ave, Cordova, Alaska, are as follows:

A. CALL TO ORDER

B. ROLL CALL
Chairman Tom Bailer, Commissioner David Reggiani, John Greenwood, Roy Srb, Greg LoForte, Tom McGann and Scott Pegau.

C. APPROVAL OF AGENDA

D. APPROVAL OF CONSENT CALENDAR **(Pages 1-6)**
Minutes from the July 10, 2012 Regular Meeting

E. RECORD ABSENCES
Unexcused absence for Scott Pegau for the July 10, 2012 Regular Meeting

F. DISCLOSURE OF CONFLICT OF INTEREST

G. CORRESPONDENCE

H. COMMUNICATIONS BY AND PETITIONS FROM VISITORS
1. **Guest Speakers** **(10-15 minutes per item)**
2. **Audience comments regarding items on the agenda** **(3 minutes per speaker)**
3. **Chairpersons and Representatives of Boards and Commissions**

I. PLANNERS REPORT **(Page 7)**

J. New Business
1. **Utility Easement vacation for Lot 7, Knute Johnson Subdivision** **(Pages 8-9)**
2. **Replat of Utility Easement for Lot 7, Knute Johnson Subdivision** **(Pages 10-11)**
3. **Lease request by the Prince William Sound Community College** **(Pages 12-15)**
4. **Hazard Mitigation Plan (Printed copy can be made available upon request) (Page 16)**

K. Old Business

L. Miscellaneous Business
None

M. Pending Calendar
August 2012 Calendar **(Pages 17)**
September 2012 Calendar **(Pages 18)**

N. Audience Participation

O. Commission Comments

P. Adjournment

If you have a disability which makes it difficult for you to participate in City-sponsored functions, Please contact 424-6200 for assistance.

Planning Commission
REGULAR MEETING
CITY HALL CONFERENCE ROOM
TUESDAY, JULY 10, 2012
MINUTES

In those matters coming before the Cordova Planning Commission at 6:30 p.m.; Tuesday, July 10, 2012, 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, John Greenwood, Roy Srb, Greg LoForte and Tom McGann.
Also present were City Planner Samantha Greenwood and Assistant Planner Faith Wheeler-Jeppson.
There were 11 people in the audience.

C. Approval of Agenda

M/Reggiani S/Srb
Upon voice vote, motion passed, 6-0

D. Approval of Consent Calendar
Minutes from the June 12, 2012 Regular Meeting

M/Reggiani S/Greenwood
Upon voice vote, motion passed, 6-0

E. Record Absences
Greg LoForte was excused from the June 12, 2012 Regular Planning Commission meeting.
David Reggiani was unexcused from the June 12, 2012 Regular Planning Commission meeting.
Roy Srb was unexcused from the June 12, 2012 Regular Planning Commission meeting.

F. Disclosure of Conflict of Interest
Tom McGann disclosed that he may have a conflict of interest because he works for the Kelly's. Chairman Bailer stated that we would deal with that when we get there.

G. Correspondence
None

H. Communication by and Petitions from Visitors
1. Guest Speakers
None

2. Audience comments regarding items in the agenda
Carol Hoover ~ We have a letter in here for Lot 2, Block 3 on Seafood Lane. I know we were all talking about it for putting snow on it and everything, but we have been interesting in that piece of property for quite some time as we were associated with the Cordova Kitchen. We would like to revive that concept for Cordova, we have a planning grant to do so, we have a model and interest in a planning group and we'd like to see if we could revive the offer that the City had with that lot. I think it was a dollar a year for three years and then they had to buy it, I'm not sure of all of the details of that particular situation that you had with the Cordova Kitchen. We would like to express our interest in that piece of land again for a Cordova Community Cold Storage, a nonprofit community run facility.
CamTu Ho ~ We are beside Harborside Pizza and we try to be friendly with him, we try to be good neighbors with him and he still keeps giving us hard times. We want to put the snow stops on the roof and he won't let us come in and do it. The last time we tried he said just talk with the lawyer, so I don't know what we do now. Sorry to bother you with this. We're really trying to make him happy, but it's not working.
Mary Anne Bishop ~ I am representing the Prince William Sound Audubon Society, a local organization of which I am President. On behalf of Audubon, I am here tonight to once again urge Planning and Zoning to begin a public process that will lead to a comprehensive waterfront plan. Why? Because there seems to be many ideas by our City Council and the public about where this city should go on future waterfront planning, including the waterfront property Lot 6, Block 2, South Fill DP, which is

up for consideration tonight under new business. At the 20 June City Council meeting, Council voted down a proposal on Lot 6, Block 2 of the South Fill. The discussion that ensued, which I will summarize is precisely why Audubon is urging that a comprehensive waterfront planning process that involves the community begin as soon as possible. Basically there was a discussion at Council that waterfront property sold by the City of Cordova to Roemhildt's less than 1 year ago, should be swapped for Lot 6, Block 2 of the South Fill so that the City of Cordova can build a road and put in parking on the Roemhidlt property. Audubon is very concerned that the City of Cordova is selling waterfront property and then within a few months deciding that it might not have been the best idea. Once again, Audubon urges Planning and Zoning to step back and hold a series of public workshops to discuss how Cordova should use its remaining waterfront lands. Thanks
Lindsey Butters ~ I am here representing Brian (Wildrick) because he's at the Pizza shop tonight and what I would like to say is that while CamTu herself has been very nice and friendly dealing with this, the letters that we have exchanged with her husband and perhaps her contactor have not been very nice at all. They have been very rude, very scathing if you will and it has not been an easy thing to communicate maturely about this issue. I'm hopeful that we can move forward with friendly, mature conversations discussing facts only. I think it would be really fantastic for them to put up snow guards to solve the snow falling problem. Our intent in that letter was for you all to consider the setback and any types of things that need to be considered with design and such when buildings are going in down on the South Fill or anywhere really. We don't have a problem with them accessing our lot to install those snow guards but we need to be approached in a friendly non-attacking way about it.

3. Chairpersons and Representatives of Boards and Commissions
None

I. Planners Report
Samantha Greenwood ~ Susan (Bourgeois) and I talked about tabling versus referring back to staff and there are a lot of little idiosyncrasies that area associated with tabling a motion. I mean you can table a motion, it's an appropriate thing to do, but it puts rules on it like you have to bring it up at the next meeting, if you set a date and go past it, it goes dead. So in general referring back to staff is a better motion when we need to do some further investigation or research. So in general, if we think about it it's probably better to refer back to staff. Also when we had our meeting last time and there was four people here, I was under the impression that a 3-1 vote would fail. But it's the quorum of what's present, so that would've been a passing vote. Another thing that came up at the Council meeting, if you guys have any questions about the packet or any concerns when you read something and think it's crazy it helps us 100% if you call prior to the meeting. When we get put on the spot in the middle of a meeting we can't answer the question you know. It's really helpful if we could get a heads up and then we can address it at the meeting. And then the last thing was when we were talking about the snow load, one of the things that we talked about was having some kind of warning system for when to shovel. But I was wondering if you guys wanted to continue to move forward with that? The Commission gave concurrence to move forward with having some kind of warning system for when to shovel.

J. New Business
1. Lot 6, Block 2, South Fill Development Park ~ Letters of Interest
M/Greenwood S/Srb "I move to recommend to City Council to dispose Lot 6, Block 2, South Fill Development Park by procedure #4 to request sealed proposals to lease or purchase the property"

Yeas: Bailer, Reggiani, Srb, LoForte, Greenwood, McGann
Nay: None
Absent: Pegau

6-0 motion passes

2. Lot 3A, Block 8, NFDP ~ Letter of Interest

Paul Kelly ~ Lot 3A has been reduced down so that now it is not a buildable lot by itself. But being that it abuts to what we own which is now called Lot 2A. Originally we wanted to purchase all of Lot 3, but the City misplaced our proposal, we went back to a future Council meeting and they started talking about keeping it. We had built within 5' of the property line, there was a conflict and they resolved it by saying for now we'll sell you one third of the lot. So now we're left with where do we expand to and that would be the most logical expansion for us and it would be in our opinion a great compliment to what you have going on. And I see that there is a little feedback on snow dump area and if they're going to change that whole block 6 into trailer parking and so forth for summer activities for the boats and haul out for the boats with the new ramp then that will all be empty in the winter anyway and they could dump snow on that if they wanted to.
Bailer ~ We've got a couple letters here today from staff which we didn't have the benefit of having before the meeting. I'm in the mode of maybe putting this on the next meeting agenda and give us some time to digest this and sort this out a little more before I would make a decision on whether to sell or not to sell.
Samantha Greenwood ~ When I also spoke with Dale (Muma) today and he said that we could call him if anyone had any questions.
Bailer ~ This is the first time that this Commission has been told about future plans of small boat storage. It kind of caught us by surprise, so that's kind of why I was saying that I'd like to hear from the Harbormaster and the Harbor Commission about what the plans down there before we make any decisions.
Reggiani ~ I agree with you Tom, I think that hearing from the Harbor Commission would probably be appropriate.
Bailer ~ Can we put this back to staff to get more information?

M/Reggiani S/Greenwood "Motion to refer back to staff."

Yeas: Bailer, Reggiani, Srb, LoForte, Greenwood, McGann
Nay: None
Absent: Pegau

6-0 motion passes

K. OLD BUSINESS

1. Public Works Memo Lot 2, Block 3, CIP

Moe Zamarron ~ We are kind of stressed for snow areas around the City as the letter explains there are different directions. We've lost a lot of private snow dumps, some of the City properties have been sold off so we just want to bring it up for discussion. I think we could actually put a dollar value to it, when it comes to hauling snow you can say about $130.00 per truck load of snow to load it and haul it somewhere.

2. Lot 2, Block 3, CIP ~ Land Disposal

Reggiani ~ Tom I wasn't at the last meeting, but was there a motion that was tabled at the last meeting that needs to be brought back? I'm looking in the minutes, I don't know what the motion was.

Reggiani ~ restated the motion **"I move to approve Resolution 12-05 a resolution of the Planning and Zoning Commission of the City of Cordova, Alaska, recommending that Lot 2, Block 3 of the Cordova Industrial Park be updated to available and added to the 2012 Land Disposal Maps."**

McGann ~ Well there are other snow dump areas close to it, also that snow dump is being used by folks other than the City. I mean look at who's down there, they don't have any snow storage facilities. It's coming off of their property, that snow is going somewhere.
Srb ~ I was just looking at the area and it's kind of a twofold aspect, what's snow from the right-of-way and what's snow from the businesses. But in looking at the cost of transporting snow and how booked up the crews were, I think that having areas available for temporary snow storage is relevant in regards to not having to push it too far. So for me in looking at what the criteria is, there are several different option available within the proposals and the snow dump/seasonal use makes the most sense.
Reggiani ~ I support it in making it available for sale, I think it was available before the Cordova Kitchen was looking at it and the idea is to develop it is sound. I can't find any compelling reason to take it off the available list.
Bailer ~ Yeah, I go both ways, I hate to disagree with staff if staff feels that they needs something. We've sold lots off in the past that were snow dumps without any comments. I'm kind of torn between selling off that portion and keeping the rest as a snow dump squaring up some lots down there and also selling the whole thing.
Tom Carpenter ~ Can I make a comment in regards to the snow issue? I have a little history down there, obviously this year was an anomaly, let's hope. In my estimation, typically in a year in year out basis the amount of snow that the City actually puts on that property is negligible compared to this year obviously. There was quite a snow pack that was put there, I understand that there were some contractors that were maybe being hired by the City to put snow there at one time or another but the big problem is Trident Seafoods has nowhere to put snow. They have a massive complex down there and they don't have any place to put snow. They put 90% of that snow there and that was under contract. I'm compassionate with the idea that the City has been losing snow dumps but I don't think necessarily that it's a major thought. I think that more of it's that we need to manage who is putting the snow there more than anything.
McGann ~ I agree with Tom
Moe Zamarron ~ I think that the direction we go here is if we retain any of it it'll be fine, if we don't it'll be fine. The only thing I want to say about pushing snow off into the water is that that is for emergency use only. We need to reiterate that to people, we're not allowed to do that all of the time. But we do have a large lot nearby where the scrap metal was, it's fairly close. We have the impound lot, if we can find a way to share that with the vehicles that we're storing there. So I think that the City is good whichever way we go, we'll work with it.
LoForte ~ I agree with Dave (Reggiani) it was for sale before, it had gone ahead and somehow it lost momentum. We had a terrible year with snow and we should not take all of our thoughts and base it on last year. If it happens again it's going to happen again but I think it's wrong to base all of our mentality on what happened last year. I think it was for sale before, it should be reconsidered again.

Reggiani ~ Call for the question
Yeas: Bailer, Reggiani, Srb, LoForte, Greenwood, McGann
Nay: None
Absent: Pegau

6-0 motion passes

3. Lot 2, Block 3 CIP ~ Letters of Interest
M/Reggiani S/Greenwood "I move to recommend to City Council to dispose of Lot 2, Block 3, Cordova Industrial Park by procedure #4 request sealed proposals to lease or purchase the property."

Yeas: Bailer, Reggiani, Srb, LoForte, Greenwood, McGann
Nay: None
Absent: Pegau

6-0 motion passes

Tom Carpenter ~ I didn't have any questions, just a comment in case any questions came up at Council in regards to the letter that I submitted. Originally my intention was to purchase the whole piece of property and then I started considering the idea that the City does have some concerns with snow and I understand that. And really my intentions are as my letter states is to; I have a very old building that is very nonstandard and it's very hard to find duplicate metal to upgrade the facility. So my idea was to make it more of a conventional style building where I could easily find the materials that would be cost effective enough to increase the square footage of my business, but I don't have enough property to do it. So that is why I asked for a portion, my options are open of course. If the City Council or the Planning Commission doesn't want to sell a piece of property because the piece that would be left over would be under a certain square footage then I can adjust my proposal.
Carol Hoover ~ I do have one question, does the Planning and Zoning or City Council have any (indistinct) in regards to the letters of interest coming in.
Bailer ~ Not the letters of interest the proposals, we'll get those and then we will as a group sit down and rate them.

3. CMC Chapter 16 ~ Building Code
Samantha Greenwood ~ So in the past we decided to adopt the International Building Code and then we decided to adopt the International Residential Code and the other State adopted codes that are currently adopted. When we adopt them in this manner as it changes when they go to adopt 2009 or whatever one they end up adopting, we don't have to amend our code. I'm still asking about the 1997 Sign Code which I didn't even put on here, we had that in our old code; it's currently in our code. The IBC has an appendix that has signs. I don't know if the State has kept the 1997 code, Holly is looking into it in the Administrative Code. If they don't we'll probably adopt the Appendix and what that is is just structural.
McGann ~ I would like to suggest that R105.1meets our requirements.

- Permits shall not be required for direct replacement work of value of one thousand dollars or less **to be deleted.**
- One Story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed **200 feet.**
- Fences not over **8 feet.**

Srb ~ Suggested including the following language **"Proposer is responsible to assure that the construction will not encumber the utility right-of-ways or utility lines."**

- Oil derricks **to be deleted.**
- **Retaining walls that are not over 4 feet (1219mm) in height measures from the bottom of the footing to the top of the wall, unless supporting a surcharge.**
- **Water tanks supported directly upon grade if the capacity does not exceed 5,000 gallons (18,927 L) and the ratio of height to diameter or width does not exceed 2 to 1.**
- **Platforms, walks, decks, stairs and driveways not more than 30 inches (762 mm) above grade; not over a basement or story below; not part of an accessible route; and not including a roof.**
- **Painting, papering, tiling, cabinets, counter tops, siding, floor covering and similar finish work or any combination of these types of work done as a standalone project unless part of a new construction, additions, or change of use. Permits shall not be required and shall not be issued for such work. Replacement of interior finishes in buildings covered by Chapter 8 of the International Building Code is not included in this exception.**
- **Temporary motion picture, television and theater stage sets and scenery.**
- **Swings and other playground equipment.**
- **Window awnings supported by an exterior wall which do not project more than 54 inches (1372 mm) from the exterior wall and do not require additional support.**
- **Temporary boat, car, equipment and material covers and similar storage structures maintained for a period of less than one year after their date or erection and covered with plastic, canvas or a similar material; and**
- Non-fixed and movable fixtures, cases, racks, counters and partitions not over five feet nine inches (1,753 mm) high **to be deleted**
- **The re-roofing of Group R, Division 3 One and Two-Family Dwellings and Group U, private garages, carports and accessory structures having a roof slope greater than 2" in 12", when the total load of all roof coverings does not exceed 7.5 pounds per square foot. This exemption does not apply to the replacement of roof sheathing.**
- **The re-siding of Group R, Division 3 One and Two-Family Dwellings and Group U, private garages, carports and accessory structures. This exemption does not apply to the replacement of wall sheathing nor to the replacement of the weather resistant exterior described in IRC Section 703.**
- No permit shall be required for nonstructural work up to and including $5000 total construction valuation, including the combination of all building constructions, electrical, plumbing, mechanical and structural work. Total construction

includes all work (as if contracted out) to complete the project and occupy the structure. The exemption does not affect the need for electrical, plumbing, mechanical or structural work if electrical, mechanical or structural work is done **to be deleted.**

- **Permits will not be required for ordinary maintenance on a building or structure in Group R-3 and M occupancies. Ordinary maintenance of a building or structure shall not include the cutting away or addition of any wall, petition or portion thereof, the removal of any structural beam or bearing support, or the removal or change of any required means of egress, or rearrangement of parts of a structure; nor shall ordinary maintenance include addition to, alteration of, replacement or relocation of any standpipe, water supply, sewer, drainage, drain leader, gas, soil, waste vent or similar piping, electrical wiring, mechanical or other work affecting public health or safety. All ordinary maintenance shall be made only in accordance with the applicable provisions of the building code and other construction or safety codes of the City.**
- Permits shall not be required for direct replacement work of value of one thousand dollars or less **to be deleted.**
- **Replacement of windows and doors where rough openings is not enlarged.**
- "Adjacent ground elevation" is the finished ground elevation at any point immediately adjacent to the exterior wall of a building. In case walls are parallel to and within five feet of a public sidewalk, alley or other public way, the finished ground elevation at any point shall be considered to be the elevation of the sidewalk, alley or public way **to be deleted.**

Bailer ~ I have a question on page 43, you have the Seismic Zone listed as E, it's always been D.
Samantha Greenwood ~ That's what it is in the IBC.
Bailer ~ I think we need to look at that seismic zone.

M/Reggiani S/Greenwood for a 5 minute recess
Bailer ~ Okay, we're back in session

Bailer ~ Also on page 43, you have Ice Barrier Underlayment Required

The Commission had a conversation regarding an Ice Barrier Underlayment and determined the definition. Staff will look into it further.

- **16.17.010 Permit Required (A) A local building permit is required for all 4-plex or higher residential units, commercial and industrial structures. Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the building official and obtain the required permits.**

Samantha Greenwood ~ We might just put kind of a purpose for this chapter too, that might be really good to explain. That's a great idea.
Srb ~ Quick question on page 45, back to the issue on the zoning on the Central Business does control sidewalks correct?
Samantha Greenwood ~ I'm going to have to look into that, I don't know.

McGann ~ I know it's required in site plan, but I think that when we're applying for a building permit that you should also include the floor plans and the exterior elevations. If they go through the site plan process they will already have those.
Faith Wheeler-Jeppson ~ We already ask for those drawings.
Samantha Greenwood ~ We do ask for those in the current building permit, it's just not included in this write up.

L. MISCELLANEOUS BUSINESS
None

M. PENDING CALENDAR
Bailer ~ Can we add the City Council meetings to the calendars.

N. AUDIENCE PARTICIPATION
Moe Zamarron ~ I will probably be reminding people of this from time to time, August 28th is a primary election for Alaska and on the ballot is the reinstatement of the Alaska Coastal Management Program. But if you go to ak.commonground.org you will get informed on the subject.

O. COMMISSION COMMENTS
Srb ~ Staff does a terrific job sorting things out. In the past we did have Coastal Management.
Reggiani ~ No comment
LoForte ~ Good meeting
McGann ~ The main reason why I signed up for this Commission was to see Chapter 16 come around. Good job
Greenwood ~ Good meeting
Bailer ~ I kind of take offense when people say that we're not looking at Cordova and the whole master area I think we do a good job at looking at things.

P. ADJOURNMENT
M/Reggiani S/Srb
Motion to adjourn at 8:35 pm

_____

Thomas Bailer, Chairman Date

_____

Faith Wheeler-Jeppson, Assistant Planner Date

Planning Department

Planners Report

To: Planning Commission
From: Planning Department Staff
Date: 8/06/2012
Re: Recent Activities and updates

- Assistant Planner completed the minutes from the July 10, 2012 Regular Meeting.
- Assistant Planner issued 5 Building Permits in the last month:
  1. Tom Bailer, 814 Woodland Drive, Single Family Residence.
  2. Anthony Schinella, 100 Eyak Drive, Repairs to home from snow damage.
  3. Stephen & Cristina Vican, Single Family Home.
  4. Robert Rodrigues, 509 Fifth Street, New Roof for Mt. Eyak Apartments.
  5. Lindsay Butters, 940 Lake Avenue #8, Residential repairs.
- Assistant Planner attended the August 7, 2012 E911 Committee Meeting.
- Assistant Planner has been working on the Cordova Outboard and Prince William Sound Science Center Leases.
- Assistant Planner has updated the Planning Department's webpage to reflect all current packets and approved minutes.
- Assistant Planner worked on creating a draft for all new lease formulas.
- Assistant Planner created a 2012 Building Permit list for the Finance Department.
- Assistant Planner met with David Blumenshine the State of Alaska Electrical Inspector and gave information on ongoing construction project that fall within their jurisdiction.
- Assistant Planner created the Cordova Times ad for the change in Snow Load.
- Assistant Planner has been working with the City Manager to come to a satisfactory agreement with FAA for their facility on Tripod Hill.
- Assistant Planner has been working with a property owner to resolve an unpermitted construction issue.
- Assistant Planner created the sealed proposal packets for Lot 2, Block 3, CIP and Lot 6, Block 2, North Fill Development Park.
- Assistant Planner created the proposal ads for the Cordova Times on both lots and the packets to be uploaded on the Planning Department's webpage.
- Have preliminary plat for Samson worked with Eric on some of the possible layout of the Samson on new lot.
- Starting the road vacation process for the Samson land trade
- Special use permit for PWSCC
- Land use permits for AML and Eyak preservation
- Contacted and sent information to consultant for southfill public meeting facilitation
- Worked on code sections 8 & 14
- Provided GIS support to water/sewer department
- Completed encroachment permit '

Memorandum

To: Planning and Zoning
From: Planning Department Staff
Date: 8/8/2012
Re: Utility Vacation

PART I. GENERAL INFORMATION:
Requested Action: Vacation of Utility Easement
Address & Survey: Lot 7, Knute Johnson Subdivision

PART II BACKGROUND:

An application has been made to vacate one of the two utility easement located on Lot 7 of Knute Johnson Subdivision (see attached). The application has been processed.

PART III. REVIEW OF APPLICABLE CRITERIA:

In order for a utility easement to be vacated all utilities private and public must be review and agree to the vacation. This has done and there has been an alternate utility easement created to incorporate the utilities at the North end of the lot.

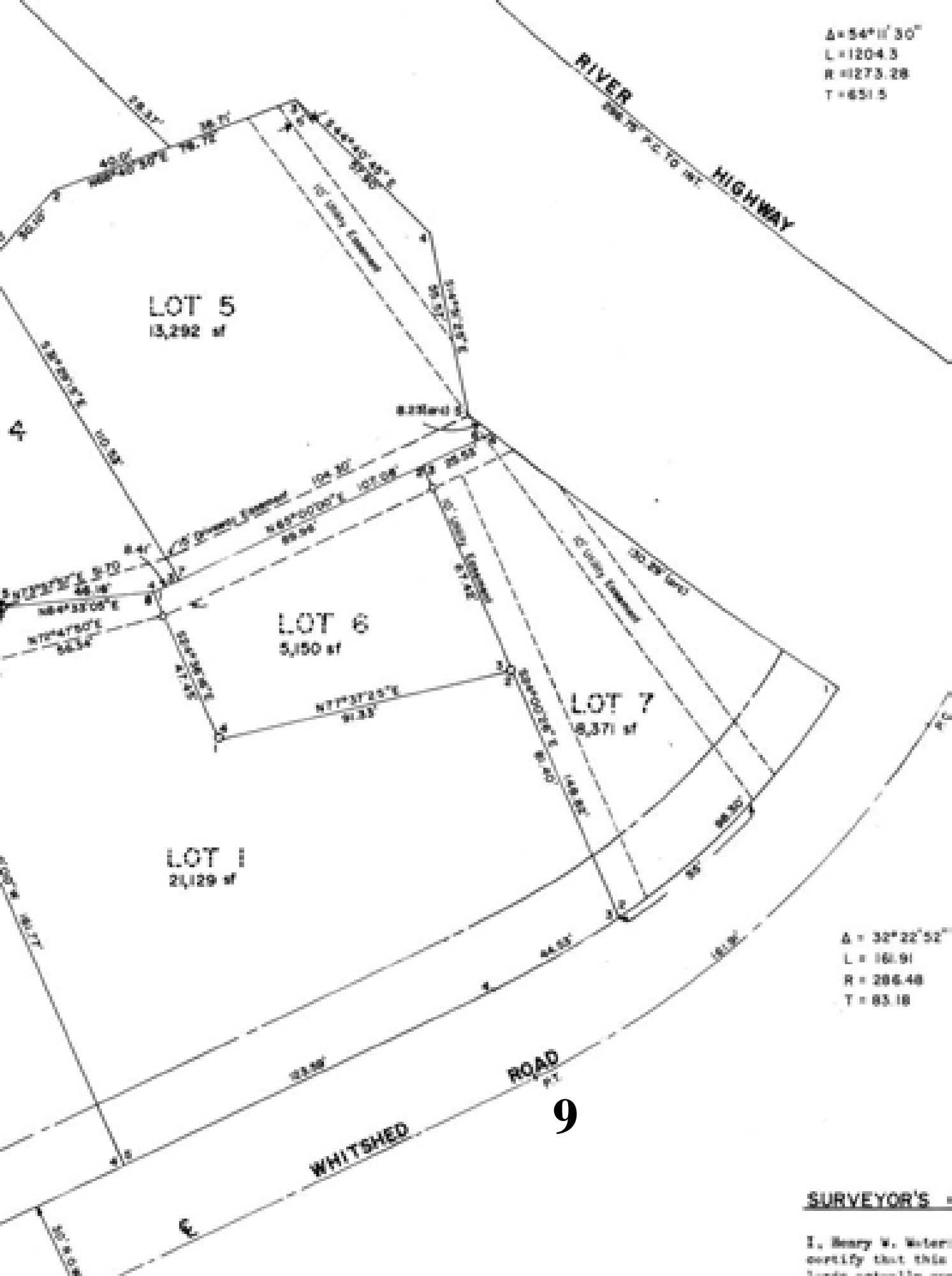
Also all neighbors within a 300 foot radius have been notified of the proposed vacation. No comments were received by the City.

The final step is for Planning and Zoning to pass a resolution which will be recorded at the Cordova Recorders Office. Along with the resolution a re-plat will be done and recorded showing the vacated utility easement and in this case showing the newly created utility easement.

PART IV. STAFF RECOMMENDATION:

The staff, land owner and utility companies have worked together and come to agreement on the vacation of this utility easement and creation of new utility easement. Staff suggests that the request for the utility easement vacation on Lot 7 of Knute Subdivision be granted.

PART V. SUGGESTED MOTION:
"I move to approve resolution 12-06 a resolution of the planning and zoning commission of the city of Cordova, Alaska, recommending vacating the 10-foot utility easement along the west boundary Lot 7, Knute Johnson subdivision, plat no. 79-1, Cordova Recording District.


Δ = 54°11'30"
L = 1204.5
R = 1273.28
T = 651.5
RIVER
HIGHWAY
LOT 5
13,292 sf
LOT 6
5,150 sf
LOT 7
8,371 sf
LOT 1
21,129 sf
Δ = 32°22'52"
L = 161.91
R = 286.48
T = 83.18
ROAD
WHITSHED
SURVEYOR'S

Memorandum

To: Planning and Zoning
From: Planning Department Staff
Date: 8/8/2012
Re: Re-plat Lot 7 Knute Johnson Subdivision

PART I. GENERAL INFORMATION:
Requested Action: Re-plat Approval
Address & Survey: Lot 7, Knute Johnson Subdivision

PART II. BACKGROUND:

The process of vacating the utility easement on the West side of Lot 7, Knute Johnson Subdivision has been completed. At this time the re-plat needs to be completed.

PART III. REVIEW OF APPLICABLE CRITERIA:

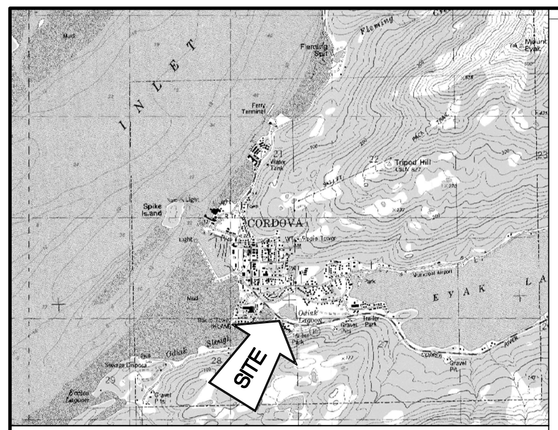
The re-plat of Lot 7 will record the vacation of the utility easement and the new utility easement that was agreed upon by all parties during the vacation party.

PART IV. STAFF RECOMMENDATION:

The staff, land owner and utility companies have worked together and come to agreement on the on the vacation and creation of a utility easement. Staff suggests that the re-plat of Lot 7, Knute Johnson Subdivision be approved. .

PART V. SUGGESTED MOTION:
"I move to approve the re-plat of Lot 7 Knut Johnson Subdivision Plat 79-1 showing the vacation of a 10 feet utility easement on the west boundary of the lot 7 and creating a new variable width utility easement on the north end of the lot, at the 15 foot wide driveway easement."

KNUTE JOHNSON SUBDIVISION (UTILITY EASEMENT REVISIONS)

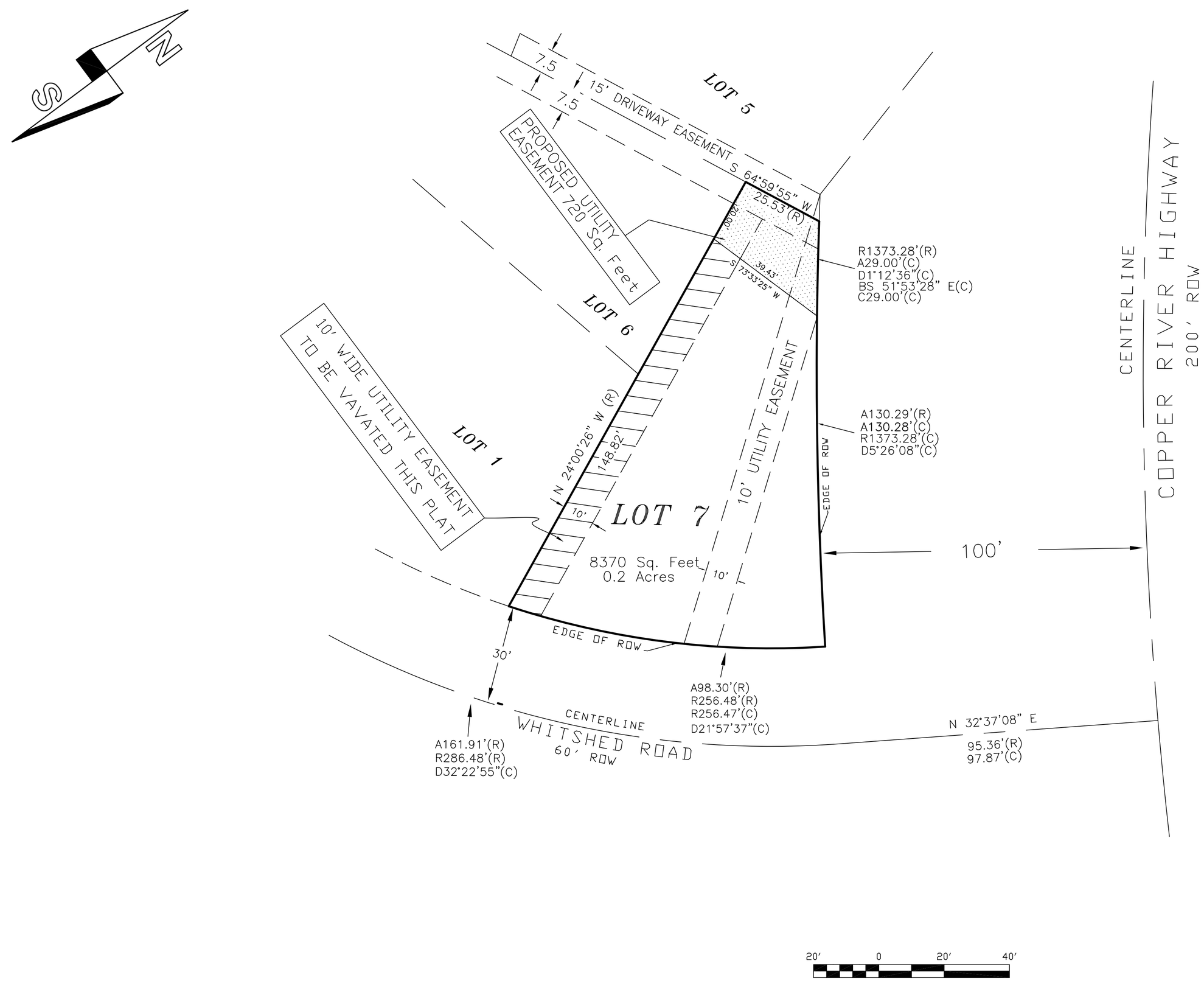


VICINITY MAP

SOURCE: USGS QUADRANGLE
CORDOVA (C–5) SW

LEGEND

(R) = RECORD DIMENSION PLAT OF KNUTE JOHNSON SUBDIVISION, (79–1) CORDOVA RECORDING DISTRICT
(C) = CALCULATED DIMENSION



NOTES:

1. SUBJECT TO ALL CONDITIONS, SERVITUDE'S, EASEMENTS, COVENANTS, RESERVATION, RESTRICTIONS AND RIGHTS OF WAY OF RECORD.
2. SUBJECT TO ALL COPY RIGHT LAWS.
3. ST. DENNY SURVEYING INC. ASSUMES NO RESPONSIBILITY OR LIABILITY FOR ANY ERRORS OR OMISSIONS OF ANY KIND WHATSOEVER IN TERMS OF CONTENT SHOWN HEREON AND DISCLAIMS ALL WARRANTIES AND/OR CONDITIONS , EXPRESS OR IMPLIED, TO THE CONTENT INTO ANY MATTER RELATING TO THE INFORMATION SHOWN HEREON.
4. LOCATION OF PUBLIC UTILITIES ARE PER FIELD INSPECTION AND AVAILABLE RECORDS WITH NO GUARANTEE OF THOROUGHNESS; SAID LOCATIONS ARE FOR GENERAL REFERENCE ONLY AND NOT TO BE USED FOR CONSTRUCTION OR ENGINEERING PURPOSES.

REFERENCE–

= PLAT NUMBER 79–1, RECORDED IN THE CORDOVA RECORDING DISTRICT.

PRELIMINARY

OWNERSHIP AFFIDAVIT

I HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY DESCRIBED HEREON.
I HEREBY DEDICATE TO THE PUBLIC ALL EASEMENTS FOR PUBLIC UTILITIES , STREETS, ALLEYS, THOROUGH FARES, PARKS AND OTHER PUBLIC AREAS SHOWN HEREON.

_____ DATE_____
OWNER

NOTARY ACKNOWLEDGMENT

SUBSCRIBED AND SWORN TO BEFORE ME THIS _____DAY OF _____ 2012

_____
NOTARY

TAX CERTIFICATE

I HEREBY CERTIFY THAT ACCORDING TO THE RECORDS OF THE CITY OF CORDOVA ALL TAXES ASSESSED AND DUE AGAINST SAID LAND AND IN FAVOR OF THE CITY OF CORDOVA ARE PAID IN FULL.

DATED AT CORDOVA ALASKA, THIS_____ DAY OF_____ 2012

_____
CITY OF CORDOVA CLERK

PLAT APPROVAL

CITY OF CORDOVA PLANNING AND ZONING COMMISSION

RECEIVED _____ DATE_____
APPROVED _____ DATE_____
CHAIRMAN_____ DATE_____

THIS IS TO CERTIFY THAT WITHIN PLAT IS DULY APPROVED IN ACCORDANCE WITH THE CITY OF CORDOVA

CITY CODE THIS_____ DAY OF _____ 2012

CITY MANAGER_____

CITY CLERK_____DATE_____

COMMUNITY DEVELOPMENT DIRECTOR_____ DATE_____

STATE OF ALASKA 49TH
Mark R. St.Denny
No. 10197
PROFESSIONAL LAND SURVEYOR

SURVEYOR'S CERTIFICATE
I HEREBY CERTIFY THAT I AM PROPERLY REGISTER AND LICENSED TO PRACTICE LAND SURVEYING IN THE STATE OF ALASKA, THAT THIS AS–BUILT REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION AND THAT THE MONUMENTS SHOWN HEREON ACTUALLY EXIST AS DESCRIBED AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT.
DATE:_____ REGISTRATION NO._____
MARK R. ST.DENNY REGISTERED LAND SURVEYOR

REPLAT LOT 7 OF
KNUTE JOHNSON SUBDIVISION
PLAT 79–01
AND PART OF US SURVEY #251
(VACATION OF 10' UTILITY EASEMENT, WEST SIDE OF LOT)

CREATING:
NEW VARIABLE WIDTH UTILITY EASEMENT ON THE NORTH END OF LOT, AT THE 15' WIDE DRIVEWAY EASEMENT

DRAWN BY	DATE	
MLO	7–13–12	CORDOVA RECORDING DISTRICT

PREPARED FOR: ***THOMAS BAILER***
P.O. BOX 2533 CORDOVA, ALASKA 99574

ST. DENNY SURVEYING INC.
P.O. BOX 388, KODIAK, ALASKA 99615 (907) 481–3500

Memorandum

To: Planning and Zoning Commission

From: Planning Department Staff

Date: 8/8/2012
Re: **Letter of Interest ~ Cordova Jr. /Sr. High School USS 2637 Recreation Tract**

PART I. GENERAL INFORMATION:

Requested Action: Recommendation to City Council

Address & Survey: 100 Fisherman Avenue; USS 2637 Recreation Tract

Lot Size: 3.39 Acres

Zoning: Public Lands and Institutions

PART II. BACKGROUND:

I have attached a letter of interest requesting to lease space within the Cordova Jr. /Sr. High School. In accordance with Cordova Municipal Code Section 5.22.040 (D) The Planning Commission shall review the application, and recommend to the City Council whether the City should accept the application.

PART III. REVIEW OF APPLICABLE CRITERIA:

Cordova Municipal Code Section **5.22.090 - Disposal by lease.**

In addition to the other requirements in this chapter, a lease of city real property shall conform to the following requirements:

A. The lease may not be assigned without the approval of the City, which may be granted at the sole discretion of the City Council.
B. The term of the lease may not exceed thirty years, including renewals, unless the City Council approves a longer term upon finding that the longer term will be beneficial to the City or the citizens of Cordova in light of the purpose of the lease, the use of the premises and the nature of any improvements to be constructed thereon.
C. A lease for fair market value having a term longer than two years shall be subject to a rental adjustment to fair market value at intervals no less frequent that every two years, but no such adjustment shall cause a reduction in the rent under the lease.
D. A lease may grant the lessee one or more options to renew, provided that:

1. The term, including all available renewal terms, does not exceed the term permitted under subsection B of this section; and

2. Upon each renewal, the lease shall be subject to all provisions of this Code in effect at the time of the renewal.

E. The lease shall reserve to the City the right to designate or grant rights-of-way or utility easements across the leased premises without compensation; provided, that the lessee shall be compensated for any resulting, taking or destruction of improvements owned by the lessee, and provided further that the rent shall be adjusted to reflect any resulting reduction in the fair market value of the leased premises.

F. A lease of Commercial or Industrial real property having a term of more than one year shall require substantial implementation of the development plan required under Section 5.22.040(A)(4)(a) within twelve months of approval of the lease by the Council under Section 5.22.010, unless at the time of such approval the Council approves a longer period for substantial implementation.

G. A lease of Commercial or Industrial real property having a term of one year or less shall:

1. Prohibit the construction of improvements or other permanent alteration of the property, or the establishment of any enterprise or activity on the property that cannot be terminated on thirty days' notice; and

2. Provide for termination by the City upon thirty days' written notice to the lessee.

H. The lessee's performance under a lease shall be secured in the manner that the City Council may require, including without limitation, a security deposit, surety bond or guaranty.

I. Unless the Council provides otherwise in authorizing the lease, the lessee shall pay rent to the City on an annual basis, in advance, with payments due upon commencement of the term and on each anniversary thereof during the term.

J. The lease shall provide for payment of interest or a late fee for rent past due, and provide for recovery by the City of attorneys' fees and costs to the maximum extent allowed by law in the event the City is required to enforce the lease in court, and such additional provisions pertaining to defaults and remedies as the City Manager may determine to be in the City's interest.

(Ord. 999 § 1(part), 2007)

PART IV. SUGGESTED MOTION:

"I move to recommend to City Council to lease space within the Cordova Jr./Sr. High School to the Prince William Sound Community College"

PRINCE · WILLIAM · SOUND · COMMUNITY · COLLEGE

Office of the President

Mr. Mark Lynch, City Manager
City of Cordova
PO Box 1210
Cordova, Alaska 99574

July 16, 2012

Dear Mr. Lynch:

Now that I understand the correct process for applying for a lease of space at the Cordova High School, I am writing to request that the process begin for this. I would like to extend apologies for not knowing this was the process.

As you know, Prince William Sound Community College has been in and intends to remain in Cordova for the foreseeable future, meeting the higher education needs of the community and citizens there and throughout our service area. That service area, incidentally, covers more than 44,000 square miles – an area equivalent to the State of Ohio. In the midst of flatline funding from the state and the stagnation of grant funding across the nation, PWSCC is facing significant budgetary challenges. This has necessitated our identifying ways to save on our budget, and we have remained committed to doing this with minimal impact on educational programming.

Moving the PWSCC-Cordova campus to Cordova High School will reduce cost while at the same time improving the dual credit program, which accounts for the majority of PWSCC educational programming in Cordova. The dual credit classes would be more accessible to high school students, and the students would not have to walk to the PWSCC campus at some risk crossing a major road.

Cordova City Ordinance 5.22.040 requires that the purpose for the space be delineated. As stated above, we would operate all of the PWSCC-Cordova programming from the

Main Campus • P.O. Box 97 • 303 Lowe Street • Valdez, Alaska • 99686-0097 • (907) 834-1612 • Fax (907) 834-1611
Main Campus, Valdez • Extension Campuses, Copper Basin and Cordova
University of Alaska

high school site, including the dual-credit program, the Adult Basic Education program, and regular degree-seeking classes. In all cases where adults would be on campus, the programming will be limited to after 4:00pm, with classes prior to that being delivered directly to students' home computer through a new program the college has acquired. The computer program allows us to deliver classes to personal computers in the same manner we do through interactive television.

I would be happy to appear before City Council to discuss this proposal more fully. Theresa Keel, Cordova School District Superintendent, is supportive of this proposal and may also provide further information.

I look forward to hearing from you or an appropriate designee.

Best Regards,

P. Wes Lundburg
Interim President

Memorandum

To: Planning and Zoning
From: Planning Department Staff
Date: 8/8/2012
Re: Hazard Mitigation Plan

PART I. GENERAL INFORMATION:

The Cordova Hazard Mitigation Plan was completed in 2008 by a contractor. The State of Alaska and FEMA require an update every 5 years. Having an approved plan allows the City to apply for state and federal grants.

PART II. BACKGROUND:

Currently Joanie Behrends and I are working on updating the Hazard Mitigation plan. The State has provided criteria that need to be followed for the update to be accepted by the State and FEMA. One of these requirements is public meeting where input can be provided. The Hazard Mitigation Plan is over 100 pages with that said, we will print a copy for any person of the public or commissioner who would like one upon request but for the packet the plan will be placed on the Planning and Zoning page on the city web page. Follow this link to read the document. Any input would be appreciated.

http://www.cityofcordova.net/boards-commissions/planning-zoning/

August 2012

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 CITY COUNCIL MEETING LIBRARY	2	3	4
5	6	7	8	9	10	11
12	13	14 **PLANNING COMMISSION 6:30PM CITY HALL**	15 CITY COUNCIL MEETING LIBRARY	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

September 2012

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 **CITY HALL CLOSED** Labor Day	4	5 CITY COUNCIL MEETING LIBRARY	6	7	8
9 Grandparents Day	10	11 **PLANNING COMMISSION 6:30PM CITY HALL**	12	13	14	15
16 Rosh Hashanah	17	18	19 CITY COUNCIL MEETING LIBRARY	20	21	22 Autumn begins
23 30	24	25 Yom Kippur	26	27	28	29