

**PLANNING COMMISSION REGULAR MEETING  
TUESDAY JANUARY 14<sup>th</sup>, 2025, AT 6:30 PM  
CORDOVA CENTER COMMUNITY EDUCATION ROOM  
MINUTES**

**1. CALL TO ORDER**

Chair **Tania Harrison** called the Planning Commission Regular Meeting to order at 6:30 PM on Tuesday January 14, 2025, in the Cordova Center Community Education Room.

**2. ROLL CALL**

Present for roll call was Commissioners **Tania Harrison, Mark Hall, Chris Bolin, Sarah Trumblee, Gail Foode, Sean Den Adel** in person and **Kris Ranney** appearing via Zoom.

Staff present - City Planner **Amanda Hadley Coward**  
Public Works Director **Kevin Johnson**

**3. APPROVAL OF AGENDA**

M/Hall S/Trumblee to approve the agenda  
With no objection the motion was passed.

**4. APPROVAL OF CONSENT CALENDAR**

- a. Record unexcused absence for **Chris Bolin** and the excused absence for **Sarah Trumblee** from the Tuesday November 12, 2024, Regular Meeting.

M/Trumblee S/Hall to approve the consent calendar.  
Upon voice vote, motion passed 7-0.  
Yea: **Harrison, Hall, Bolin, Trumblee, Ranney, Foode, Den Adel**

**5. DISCLOSURES OF CONFLICTS OF INTEREST AND EX PARTE COMMUNICATIONS**

**Bolin** – Conflict on the issue of agenda item 10.c. will be excusing himself from this vote.

**Trumblee** – Pronounced that she has a son that fishes for Camtu's Alaska Wild Seafood's and that her cousin is David Roemhildt. Commission stated that they did not believe that any conflict existed as there would be no direct financial gain for the commissioner.

**6. CORRESPONDENCE**

**Johnson** told the commission that nothing had been received.

**7. COMMUNICATIONS BY AND PETITIONS FROM VISITORS**

- a. **Guest Speakers - None**

- b. **Audience comments regarding agenda items** – *Tu Trihn Dillon* spoke on behalf of Camtu's Alaska Wild Seafoods. *Tyler Dillion* was also there in support but did not speak. *Tu Trihn Dillon* spoke in regard to the agenda item 10.d. Letter of Interest for Lot 1, Block 7A, Tidewater Development Park. Speaker stated that they are in support of the RFP process and would like to expand their cannery business to this lot and gain dock space.

## 8. PLANNER'S REPORT

*Johnson* introduced the Commission to the new City Planner *Amanda Hadley Coward*.

*Johnson* informed the commission that he and *Hadley Coward* met with the State and were able to get a preliminary preview of the collected LIDAR data and aerial imagery that they have collected. The State reported that they had RAW GIS data that they had made publicly available, and we would soon be incorporating that into our GIS Software. Once the State publishes their findings, they will be holding a public meeting in Cordova in either mid-March or April to present the full information collected.

## 9. UNFINISHED BUSINESS

None

## 10. NEW BUSINESS

### a. Chair Election

M/*Hall* to nominate *Tania Harrison* for Chair of the Planning Commission.

S/*Bolin*

With no further nominations they called for a vote

Upon voice vote, motion passed 6-0.

Yea: *Hall, Bolin, Trumblee, Ranney, Foode, Den Adel*

Abstain: *Harrison*

### b. Vice Chair Election

M/*Bolin* to nominate *Mark Hall* for Vice Chair of the Planning Commission.

S/*Trumblee*

With no further nominations they called for a vote

Upon voice vote, motion passed 6-0.

Yea: *Harrison, Bolin, Trumblee, Ranney, Foode, Den Adel*

Abstain: *Hall*

### c. Letter of Interest for Lot 10B of ASLS 73-35 "74-291"

*Bolin* removed himself from the table.

M/*Hall* Motioned to approve direct negotiations for a five (5) year lease agreement with the parties who submitted the Letter of Interest.

*S/Trumblee*

*Hall* stated that since this lot has been available so long anyone who wanted to put in for it has had the chance and since there has been no letters of interest, he believes that this should go to direct negotiations.

*Trumblee* stated that the lot is very restrictive on the use and the dates of availability are May 1<sup>st</sup> to Dec 1<sup>st</sup> and she agrees with the motion if they are willing to follow those rules.

*Hall* asked if anyone in the audience could speak to what would occur on the lot other than the stated recreational use that was provided in the memo.

*Chris Bolin* (who removed himself as a Commissioner to avoid any conflict of interest from this issue spoke as a citizen on behalf of his letter of interest) Stated that the recreational use was going to include activities such as picnics, camping, kayaking, and private beach access. No commercial use would be taking place on this lot and that it would only be used by the families of those stated in the letter of interest and their invited guests. He spoke to the reasoning as this lot was where the old Ladd homestead was built, and the cabin did survive the avalanche. This cabin was relocated to where the Ladd's currently live, but they have a lot of sentimental memories of the lot where they originally lived. The sentimental value this lot is what is leading them to request the lease as this is a place they can no longer live or inhabit. They understand the restrictions and are willing to follow them given the ability to lease the property.

*Trumblee* Believes this will be a neat spot for the family and stated that they will be following all of the restrictions and taking off all recreational items off of the land at end of season. Commissioner asked another question of citizen *Chris Bolin*. When people find out about this lease, they will want to use it for public use do you have plans for this in regards to safety?

*Chris Bolin* Stated that he has thought of this, and his plan is to do temporary solutions that can be removed during the restricted months. Temporary rope with signage across the driveway to ensure that takes away from the liability of the City on this private leased land. He understands the public may want to enter this space and will put up the proper signage around the property.

*Harrison* Stated that that the land can't be used for much else.

With no further discussion they called for the vote on the motion.

Upon voice vote, motion passed 6-0.

Yea: *Harrison, Hall, Trumblee, Ranney, Foode, Den Adel*

Abstain: *Bolin*

**d. Letter of Interest for Lot 1, Block 7A Tidewater Development Park**

M/*Bolin* "I move to recommend to City Council to dispose of the requested Lot 1, Block 7A Tidewater Development Park approximately 40,259 Sq. Ft. as outlined in Cordova Municipal Code 7.40.060 (B) by requesting sealed proposals to lease or purchase the property."

*S/Hall*

**Bolin** the history of this lot is a contentious one as the town has been very divided on what to do with it. Commissioner chose to recommend requesting sealed proposals as that is what he believes the City Council would want to see. Both letters of interest are great as the fishing industry is what sustains Cordova.

**Hall** said that he does agree with getting bids. (**Johnson** clarified on what bids versus sealed proposals meant, once clarified **Hall** agrees with requests for proposals) Asked Staff why the letters on interest held for so long as they were submitted in April and June?

**Johnson** clarified that bids would be receiving offers on the property and that requests for proposals would be to receive proposals on what development would be occurring on the property. He also answered **Halls** question regarding the letters being held back as Staff was submitting for the PIDP Grant and staff would not be able to support the disposal of this lot until they knew if this grant would or would not be funded. He told both interested parties that they could move on with the process or agree to hold back their letters until the funding for the grant was announced. The grant funding was announced and the City did not receive the grant. At that time the interested parties were contacted and they decided to both move forward with the land disposal process. And that is why this lot is now before the Planning Commission today.

**Hall** agrees with Harbor Commissions comments on this lot to not impede the waterway. Asked if interested parties gave project completion timelines?

**Johnson** stated that there are federal navigation channels that cannot be impeded. David Roemhildt gave a timeline of five (5) years to project completion where Camtu Alaska Wild Seafoods did not give a timeline on their letter of interest. The \$300,000 pricing can be revisited in the future. The lot has less buildable square footage than reported as the lot square footage goes well beyond the pad area.

**Hall** brought up that the area has parking issues.

**Johnson** this lot will come back to Planning Commission for the site plan review and parking can be reviewed at that time. The zoning of the area needs to be followed.

**Ranney** made a statement that this is one of the last remaining waterfront properties in town.

**Hall** asked that the Harbor Master **Tony Schinella** who was in the audience speak on the Harbor Commissions approval of this lot.

**Schinella** Stated that the Harbor Commission saw no issues with this land disposal. The Harbor Commission didn't want there to be any impediment to the harbor.

Upon voice vote, motion passed 7-0.

Yea: **Harrison, Hall, Bolin, Trumblee, Ranney, Foode, Den Adel**

Abstain: **None**

#### **e. Land Disposal of Lots 19 – 25, Block 6, Original Townsite**

M/**Hall** Motion to open the discussion

S/**Trumblee**

**Johnson** Since the update of the land disposal maps there has been no interest shown on these lots. Staff would like to see the Planning Commission craft a Request for Proposals to publish nationwide. The crafting of this Request for Proposals would be based off of the needs of the community and what the Planning Commission would want to see built in that location. This would then go to the City Council where they could make changes and help in refining the request. The Central Business District zoning doesn't require for parking to be a factor when creating a downtown building space. This is something that the Planning Commission can craft into the request that there be a parking space requirement component if they so choose.

**Bolin** These are 25' by 100' lots seven (7) of them with three (3) retained by the City as a snow dump.

Commissioners agreed that they liked the idea of mixed use with majority being residential requirement.

**Johnson** Cautioned the Commission to keep in mind for the full discussion to carefully word things so that it doesn't prohibit proposals being made that might not meet all requirements but could be an acceptable choice. Such as must meet X, Y, and Z requirement. Also to keep in mind that if requiring mixed use buildings, a developer will usually write the commercial component off as a loss and only consider what they can make from the residential component. So, while commercial street frontage may be desirable to the community, requiring this may make a developer hesitant to build. Instructions were given to the Commission to think on this for the month and reconvene at the next meeting for a discussion.

## 11. AUDIENCE PARTICIPATION

No Comments

## 12. COMMISSION COMMENTS

**Den Adel** Stated that he believed that this was a good discussion and is excited for Roemhildt and Camtu to go to Request for Proposal and see what comes back in that process.

**Trumblee** Curious to see what occurs with the Breakwater Fill Lot. Welcomed new City Planner **Hadley Coward**.

**Hall** Welcomed new City Planner **Hadley Coward**.

**Bolin** Thanked the Commission for the time and support on the lot in which he put in a letter of interest.

**Foode** Thanked the new City Planner **Hadley Coward** for being here.

**Ranney** Looking forward to the future discussions.

**Johnson** Stated that the new City Planner **Hadley Coward** has picked up the prior Planning Commission discussions and has now created two documents that you have in front of you now to help the Commission. One document is to score the received proposals, and the other document is to give to the public for them to use when creating their proposals. These documents were created based off of the prior planning commission scoring criteria with more depth. Please look over these documents so that we can have a discussion regarding them at the next meeting. These will become a living document and can be changed indefinitely to the Planning Commissions needs and requirements.


**Hadley Coward** Stated to please edit these documents to whatever you feel fits your needs and requirements as this is just a starting point for the discussion. A word version is in your email for review and edits.


**Harrison** Welcomed new City Planner **Hadley Coward**. M/Hall thanks for reupping your vice chairship. Stated that she is looking forward to having the new Request for Proposal documents to start from.

### 13. ADJOURNMENT

M/Den Adel to adjourn the Regular Meeting. S/Bolin to adjourn the Regular Meeting.  
With no objection, the meeting was adjourned.

Approved:

  
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Mark Hall, Vice Chair

  
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Amanda Hadley Coward, City Planner