

**PLANNING & ZONING COMMISSION
CITY OF PALMER, ALASKA
REGULAR MEETING
THURSDAY, OCTOBER 15, 2009
7:00 P.M. - COUNCIL CHAMBERS**

A. CALL TO ORDER:

The regular meeting of the Planning and Zoning Commission was called to order by Chairman Kerslake at 7:00 p.m.

B. ROLL CALL, DETERMINATION OF QUORUM:

Present and constituting a quorum were Chairman Kerslake, Commissioners Madar, Bower, Hamming, Kircher and Silva. Also present were Sandra Garley, Community Development Director, and Barbara Budnek.

C. PLEDGE OF ALLEGIANCE: The Pledge was led by Commissioner Madar.

D. APPROVAL OF AGENDA: The agenda was approved as submitted.

E. MINUTES OF PREVIOUS MEETING(S):

The minutes of the Regular Meeting of September 17, 2009 were approved as corrected.

F. PERSONS TO BE HEARD: None.

G. PUBLIC HEARING: None.

H. UNFINISHED BUSINESS:

1. Move Mobile Home Park Ordinance from Title 5 to Title 17

Ms. Garley provided an overview of the proposed ordinance changes

The commission voted to enter into a Committee of the Whole at 7:10 p.m. and exited at 7:48 p.m.

The following changes were requested:

- a) Provide a definition for modular homes
- b) Confirm with City Attorney that mobile homes constructed prior to June 15, 1976 can be prohibited in the city
- c) Delete 5.16.020
- d) Section 5.16.100; add No person shall proceed with any construction work on the proposed property, including clearing, grading or excavation directly related to construction of a mobile/manufactured home park, until planning and zoning approval of the mobile home park has been obtained.
- e) Delete 5.16.110

- f) Section 5.16.130.A. Add Prior to submitting a formal application to the planning and zoning commission, the applicant shall confer with the zoning administrator or his or her designee on the review process for the application.
- g) 5.16.130.B.3. Add Proposed utility layouts including sewer, water, telephone, electricity, cable television, and natural gas;
- h) 5.15.130.B.3. Add 15. Snow storage area.
- i) Delete 5.16.170 Appeal process.

2. Report on current status of expansion of the Central Business District/Revitalization District

Ms. Garley provided an informational memorandum to the commission outlining a suggested action available to the commission.

COMMISSIONER HAMMING moved, seconded by COMMISSIONER KIRCHER, to send a memorandum, for signature by William Kerlake on behalf of the Planning and Zoning Commission, to the City Council recommending the City develop a specific Downtown Plan that will guide the planning decision, capital improvements and economic development activities within the Central Business District.

VOTE ON MAIN MOTION: Motion Carried Unanimously

3. Continuation of discussion on revisions to the Agricultural District

COMMISSIONER MADAR moved, seconded by COMMISSIONER HAMMING, to stop all work on the new Agricultural District ordinance until further input is received from the farm community.

Ms Garley reported that on October 7 she and Dawn Webster met with members of the farm community at the ARRC office. Following a discussion on the draft Agricultural District, they agreed to send their comments and recommendations on the draft to the city by mid-November.

VOTE ON MAIN MOTION: Motion Carried Unanimously

I. NEW BUSINESS:

1. SCCA request for three RallyCross events at the Alaska State Fair Grounds

Ms. Garley provided an overview of the request and advised that no complaints or concerns had been raised regarding the previous RallyCross events.

COMMISSIONER HAMMING moved, seconded by COMMISSIONER MADAR, to approve the request for three RallyCross events at the Alaska State Fair Grounds.

VOTE ON MAIN MOTION: Motion Carried Unanimously

2. Annual Review of Conditional Use Permits

Ms. Garley advised the commissioners of the current status of the permits. There were no violations noted.

Commissioner Madar addressed the permit for the MTA Communications Hut and stated more landscaping should have been required. Ms. Garley suggested MTA be approached to see if they would consider making the hut location a beautification project.

3. Restrictions on certain residential streets

Ms. Garley advised the commission of the parking problems occurring in residential subdivisions and the need to address the length of time parking is permitted.

COMMISSIONER MADAR moved, seconded by COMMISSIONER HAMMING to revise Resolution 09-008 to read "NOW, THEREFORE, BE IT RESOLVED by the Palmer Planning and Zoning Commission to recommend that the City Council amend PMC 10.04.050 to restrict overnight parking of vehicles on residential streets without parking lanes to no more than 12 hours."

VOTE ON MAIN MOTION: Motion Carried Unanimously

Discussion followed addressing the issue of prohibiting the parking of commercial vehicles, in excess of 16,000 pounds, in residential subdivisions.

J. PLAT REVIEWS: None

K. PUBLIC COMMENTS: None.

L. STAFF REPORT:

Ms. Garley advised the commission of the progress being made by the Highway Corridor Landscape Committee and stated the landscaping guide is currently being prepared.

M. COMMISSIONER COMMENTS:

Commissioner Kircher noted that the term vacant followed his zip code and requested it be removed. He also noted Commissioner Bower's term expires in October and inquired whether he would be submitting his name to be reappointed. Commissioner Bower did not respond.

Commissioner Silva had no comments.

Commissioner Bower had no comments.

Commissioner Madar advised tickets are available for the Hockey steak feed on December 13, 2009.

Commissioner Hamming inquired whether it was possible to have a member of the commission be from outside the city. He also stated his concerns regarding the proposed soccer field dome and it being in someone's view shed.

Chairman Kerlake requested an update on the Borough's proposed gravel ordinance.

Ms. Garley reported that she had attended both the September 9 and September 14 Borough Planning Commission work sessions on the gravel ordinance. The Borough Commission was to begin discussing amendments at a Special Meeting on October 5, 2009 but did not have a quorum. The discussion has been placed on the agenda for their regularly scheduled meeting of October 19.

N. BOARD OF ECONOMIC DEVELOPMENT:

Commissioner Hamming reported on the six goals of the board and advised that City Manager Bill Allen reported there would be a staff member working on implementing the six goals of the board.

N. ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:00 p.m.

William B. Kerlake, Sr., Chairman

Sandra Garley, Director