

**PLANNING & ZONING COMMISSION
CITY OF PALMER, ALASKA
REGULAR MEETING
THURSDAY, SEPTEMBER 18, 2008
7:03 P.M. - COUNCIL CHAMBERS**

A. CALL TO ORDER:

The regular meeting of the Planning and Zoning Commission was called to order by Chairman Brown at 7:03 p.m.

B. ROLL CALL, DETERMINATION OF QUORUM:

Present and constituting a quorum were Chairman Brown, Commissioners Madar, Kerlake, Hamming, Silva, and Kircher. Commissioner Cordero was absent. Also present were Sandra Garley, Community Development Director, and Dawn Webster, Recording Secretary.

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

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

E. MINUTES OF PREVIOUS MEETING:

The minutes of the Regular Meeting of August 21, 2008 were approved as submitted.

F. PERSONS TO BE HEARD:

Councilman Richard Best spoke on the issue of on-street parking versus development standards and its impact on residential neighborhoods. His concerns addressed narrow street widths where on-street parking should be limited or prohibited. He stated the Police Department is having a difficult time enforcing on-street parking. He advised that the development standards for subdivisions and Title 10 of the Palmer Municipal Code are in conflict with each other and should be revised to correct the conflicting issues.

Chris Gates, the newly-hired Airport and Marketing Manager for the City, introduced himself and provided a brief overview of his position; in addition to managing the airport and working on the airport master plan, he will be assisting companies who wish to move into our city and will be a problem solver for them.

G. PUBLIC HEARING: None

H. UNFINISHED BUSINESS:

1. Alaska State Fair, review of sound monitoring report data, gathered during the 2008 Fair Season.

Ms. Garley provided the staff report:

- Restated Condition #5 of the Conditional Use Permit which addresses the monitoring

- requirements
- Advised that required information was not provided 60 days prior to the events therefore, no review time was provided for the Planning and Zoning Commission to allow recommendations or modifications to the plan
- Requested the process and procedure information for the 2009 events be submitted no later than June 2009
- Advised we had no record of complaints received by City Hall or the Community Development office regarding noise levels at the fair during the 2008 season

COMMISSIONER MADAR moved, seconded by COMMISSIONER HAMMING, to enter into a Committee of the Whole at 7:14 p.m.

COMMISSIONER HAMMING moved, seconded by COMMISSIONER MADAR to exit the Committee of the Whole at 7:50 p.m.

VOTE ON MOTION: MCU

Staff direction received following the close of the Committee of the Whole:

- Check on the requirement for frequency readings as part of the monitoring plan
- Check on locations required for collection of sound data; must they be taken at the state fair property lines
- Bring wording for revised Condition #5 to include frequency monitoring to the October CUP permit review meeting

Jerry Baker, representing the Alaska State Fair, requested the Commission provide the fair with information on the type of equipment they wish to have used to monitor the frequency levels and, confirm the required locations for gathering the sound data.

Commissioner Hamming stated he formally complained to "someone" about the noise level at the fair and that the fair seemed to be at a louder level this year.

Ms. Garley requested an additional year of sound data gathering. She confirmed adding the requested sound frequency data gathering for an additional year as a condition on the Conditional Use Permit could be added as an action item on the next agenda. Chairman Brown supported staff's request.

I. NEW BUSINESS:

1. Allen Kemplen, State of Alaska, Department of Transportation and Public Facilities, presentation and discussion on "Roundabouts".

Mr. Kemplen provided a power point presentation along with numerous handouts explaining how roundabouts work and advised that roundabouts are planned for a few locations in the valley. He specifically mentioned the Trunk Road and Seward Meridian interchanges with Bogard Road.

The Commission recessed from 8:29 p.m. to 8:35 p.m.

2. Introduction of discussion on a proposed review procedure of the city's Capital

Improvement Plan by the Planning and Zoning Commission.

Ms. Garley provided an overview of the Capital Improvement Plan process and requested the Commission consider adding, revising, or enhancing the criteria for reviewing projects and bringing those ideas to the next Planning and Zoning Commission meeting for further discussion. Ms. Garley also advised that a list of projects would be provided to the Planning and Zoning Commission sometime after the first of the year; the review criteria and ranking process will very helpful in prioritizing projects. The process will also provide consistency from year-to-year for the review.

Commissioner Silva requested samples of CIP reviews from other communities; Ms. Garley will provide that information electronically and will also provide a list of Palmer's proposed projects. Commissioner Hamming suggested adding "consistency with the city's Comprehensive Plan" to each criteria; Ms. Garley suggested consistency with the city's Comprehensive Plan might also be considered as a bonus point.

J. PLAT REVIEWS:

1. Sherrod Subdivision (Revised), Lots 3 and 4, Block 1, Request to combine two lots to create one new lot.

Ms. Garley provided an overview of the project and explained the replat will eliminate one setback violation (a shed too close to the west side lot line) and enable the applicant to increase the size of his existing residential structure which was granted legal nonconforming status in 1995. All new construction will be in compliance with the setback requirements of the R-1 District. The Commission had no other concerns or comments regarding the replat.

K. PUBLIC COMMENTS: None.

L. STAFF REPORT:

Ms. Garley advised of the Transportation Fair at Raven Hall on September 25, 2008, from 4:00 p.m. to 9:00 p.m.

As requested, staff has provided the MSB tall structures information and the A-B-C regulations regarding liquor licenses, in the FYI portion of the packet.

M. COMMISSIONER COMMENTS:

Commissioner Kircher addressed the idea of providing the Commissioners with laptop computers thereby eliminating the need to produce a paper packet; he thought it could be done for about \$200 a piece. He inquired as to what has become of the playground equipment stored at the Borough yard; Ken Thomas (745-9690) might be able to help with the installation. He wondered if something could be done to require the bars to close at 2:00 a.m. rather than 5:00 a.m.

Commissioner Silva: No comments

Commissioner Madar: Addressed the lack of enforcement methods for those who violate the conditions of their Conditional Use Permit, for example, the Alaska State Fair and the Chugach Colony Estates project. He also reminded everyone that Sara Jansen would be starting her cancer treatments next week.

Commissioner Kerslake: No comments

Commissioner Hamming advised that Mat-Su Home Builders' Association is bringing a speaker from Washington, D. C. to address future planning issues. The projected growth in the valley is 66,000 within the next ten years. He suggested we have their speaker make a presentation to the P & Z Commission and talk about the changes we can expect with this type of rapid growth.

Chairman Brown stated he liked the idea of providing the Commissioners with laptop. He suggested the city try to coordinate a joint meeting with the City of Wasilla Planning Commission, and the speaker from the Mat-Su Home Builders' Association. October 7, 2008 is the next election; he urged everyone to get out and vote. There are several issues of concern on the ballot: road bonds; and MEA is pushing the repeal of the Borough's Power Plant Ordinance. He also advised that he may be elected to the City Council and the meeting tonight may be his last meeting; he has enjoyed working with the Commission.

N. ADJOURNMENT:

There being no further business, the meeting was adjourned at 9:17 p.m.

Kevin Brown, Chairman

Dawn U. Webster, Recording Secretary