

**PLANNING & ZONING COMMISSION
CITY OF PALMER, ALASKA
REGULAR MEETING
THURSDAY, NOVEMBER 19, 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 Kerlake at 7:01 p.m.

B. ROLL CALL, DETERMINATION OF QUORUM:

Present and constituting a quorum were Chairman Kerlake, Commissioners Madar, Bower, and Silva. Commissioner Hamming was excused. 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 submitted.

E. MINUTES OF PREVIOUS MEETING:

The minutes of the Regular Meeting of October 15, 2009 were approved as submitted.

F. PERSONS TO BE HEARD: None.

G. PUBLIC HEARING: None.

H. UNFINISHED BUSINESS:

1. Revised mobile/manufactured home ordinance

Ms. Garley provided the staff report and advised:

- the requested changes made at the October 15, 2009 meeting have been included in the draft ordinance
- the ordinance has been reformatted to match the existing ordinance structure in the Palmer Municipal Code

COMMISSIONER MADAR moved, seconded by COMMISSIONER BOWER to amend Title 5, Business Licenses and Regulations, to delete Chapter 5.16, Trailer Courts, in its entirety and amend Title 17, Zoning, by adopting Chapter 17.92, Mobile/Manufactured Home Parks.

Commissioner Madar inquired as to the lot sizes required in 17.92.030 Standards; Ms. Garley advised those standards reflect the higher density development permitted in the R-4 High Density Residential District.

COMMISSIONER KIRCHER moved, seconded by COMMISSIONER SILVA to amend the main motion to revise the second sentence to read "No mobile/manufactured home, parking space, office or service building shall be closer than 25 feet to any property line." The commissioners agreed.

VOTE ON MOTION AMENDING MAIN MOTION: Motion carried unanimously

Commissioner Silva questioned the need for a definition of modular home in the ordinance; she was advised that it was requested by the commission at the September meeting. Ms. Garley also advised that at a future date all definitions for Title 17 would be located in one chapter. Commissioner Silva also questioned the need for section 17.92.080 and was advised it covers the grandfather uses for mobile homes which may be annex in the future, and allows use of a mobile home for offices.

Chairman Kerslake discussed gross acreage with regard to park size provisions. Commissioner Madar inquired of landscaping; he was referred to 17.92.030.C for landscape requirements. Chairman Kerslake inquired of the 36" fencing requirement; advised it was a carryover from Chapter 5. Chairman Kerslake inquired as to why 17.92.030.F used the term may and all other standards use the term shall; Ms. Garley advised that it would be at the discretion of the Planning and Zoning Commission as to whether storage areas for boats and other recreational vehicles was needed; the decision would most likely be based on the size of the park. Chairman Kerslake also inquired as to the wording in 17.92.020.B. regarding commencement of construction activity on the site without first obtaining a permit. Commissioner Silva inquired whether this item should be included under all conditional use permits; Ms. Garley stated staff would do an evaluation of the issue and will report to the commission at the next meeting and it may lead to it being added to 17.72, Conditional Use Permits, as a general statement for all conditional use permits.

VOTE ON MAIN MOTION: Motion Carried Unanimously

2. Resolution 09-008 re: parking on certain residential streets

Ms. Garley provided the staff report and stated Commissioner Hamming has requested a revision as follows: "NOW, THEREFORE, BE IT FURTHER RESOLVED by the Planning and Zoning Commission to recommend that the City Council amend PMC 10.04.050 to **prohibit** overnight parking of commercial vehicles in excess of 16,000 pounds, on streets or rights-of-way within residential subdivisions."

COMMISSIONER MADAR moved, seconded by CHAIRMAN KERSLAKE, to adopt Resolution 09-008.

COMMISSIONER MADAR moved, seconded by CHAIRMAN KERSLAKE, to amend the main motion by removing the term "restrict" and replacing it with "prohibit" as requested by Commissioner Hamming.

VOTE ON AMENDMENT TO MAIN MOTION: Motion Carried Unanimously

COMMISSIONER KIRCHER moved, seconded by COMMISSIONER MADAR to change 24-hour period to "any 48-hour period".

VOTE ON AMENDMENT TO MAIN MOTION: Motion Carried Unanimously

VOTE ON MAIN MOTION: Motion Carried Unanimously

I. NEW BUSINESS:

1. Communication of meeting information to the general public requested by Commissioner Silva

Commissioner Silva advised of numerous organizations who did not feel they were receiving information regarding actions by the Planning and Zoning Commission and City Council; she suggested we consider Facebook as a tool to distribute the information. The Palmer Chamber of Commerce is using Facebook; the Wasilla Chamber is using Twitter.

Commissioner Madar stated he believes the city does a good job communicating information to the public; perhaps the city should consider using e-mail; does not want to hire more people to staff a Facebook page. Merchants could provide their e-mail address to the city if they want to know what is happening and questioned why they don't just check the city's website where all the information is posted. He stated merchants need to have some responsibility to find out what is happening; perhaps the merchants could stagger attendance, by different merchants, to different meetings.

Ms. Garley inquired of a requirement for individual responses to Facebook inquiries; Commissioner Madar recommended advertising the City's website.

Commissioner Silva stated she did not have time to look up the agendas for any of the city meetings; said the city needs to be pro-active.

Ms. Garley advised Ms. Jansen is looking into the Facebook issue and more information should be coming shortly; there are a lot of questions which need to be addressed. Ms. Garley will report back to the Commission after she meets with Ms. Jansen.

J. PLAT REVIEWS: None.

K. PUBLIC COMMENTS: None.

L. STAFF REPORT:

Ms. Garley reported on the very successful Annexation Strategy Open House held on Monday, the 16th, with group discussions on annexation issues. The consultants were present and provided information and documented questions raised by the 50 or 60 attendees. A written summary should be available within the next three weeks or a month. The open house was attended at various times during the evening by Councilors Vanover, Brown, and Chmielewski

Ms. Garley advised she and Dawn Webster met with farmers, selected by the Farm Bureau; listened to their concerns, and have made a commitment to the farmers to work with them to correct some of their items of concern. Additionally, the City and the Borough will conduct

an Agricultural Summit to address the tremendous impact the farm community has on employment, taxes, and finances of our community. Assistance to the farmers in their lobbying efforts in Juneau was also discussed. The meeting is to be organized by Dave Hanson of MSB, and Chris Gates from the city.

Chairman Kerslake inquired as to the legality of appointing planning and zoning commissioners who do not live within the city limits; Ms. Garley will continue her research on that issue. The agricultural group and the homebuilders group have also asked the same question.

M. BOARD OF ECONOMIC DEVELOPMENT: No report.

N. COMMISSIONER COMMENTS:

Commissioner Madar reminded everyone of the steak feed on December 13, 2009. Tickets are still available.

Commissioner Bower: no comments

Commissioner Silva: The Downtown Merchants' Association will put on an event on Saturday the 19th of December. They are encouraging businesses to hang wreaths and white lights for Colony Days. The association will assist those who do not have the wreaths or lights. Colony Christmas is scheduled for December 11th through December 13th.

Commissioner Kircher: no comments

Chairman Kerslake: Would like to have a discussion regarding allowing commissioners who live outside the city limits added to the next agenda.

O. ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:14 p.m.

William B. Kerslake, Sr., Chairman

Dawn U. Webster, Recording Secretary