

PLANNING & ZONING COMMISSION
CITY OF PALMER, ALASKA
REGULAR MEETING
THURSDAY, JANUARY 21, 2016
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 Lucas at 7:00 p.m.
- B. ROLL CALL:
Present and constituting a quorum were Commissioners:
 Dan Lucas, Chairman
 David Petty, Vice Chairman
 William Kerslake, Sr.
 Michael Kircher
 Merry Maxwell
 Douglas Cruthers
 David Fuller
Excused absence(s):
Also present were:
 Sandra S. Garley, Community Development Director
 Kimberly A. McClure, Planning and Code Compliance Technician
 Pam Whitehead, Recording Secretary
- C. PLEDGE OF ALLEGIANCE: The Pledge was led by Commissioner Petty.
- D. APPROVAL OF AGENDA: The agenda was approved as presented.
- E. MINUTES OF PREVIOUS MEETING:
The minutes of the **November 19, 2015** Regular Meeting were approved as presented.
- F. PERSONS TO BE HEARD:
There were no persons wishing to speak on a topic not on the agenda.
- G. PUBLIC HEARING(s):
There were no public hearings.
- H. UNFINISHED BUSINESS:
1. **IM 15-030:** Report on Matanuska-Susitna Borough On-Street Parking Regulation.

Ms. Garley reported that at the November meeting staff was asked if the Borough had an ordinance against on-street parking. Borough code under Title 10.12.020 Presumption of abandonment, states that any vehicle parked in a public right-of-way longer than 72 hours

could be removed at the owner's expense. Also, under 10.12.100, Vehicles constituting a traffic hazard, if such vehicle constitutes an immediate hazard to the public creating a traffic or safety hazard or impedes the regular flow of traffic, it can be removed immediately without having to wait the 72 hours.

I. NEW BUSINESS:

1. **Tom Healy, Public Works Director**, to discuss sidewalks, water, and sewer service for new subdivision developments.

Mr. Healy provided information on City versus Borough subdivision standards and answered commissioner questions as to whether new subdivisions being developed outside city limits, but using extended city water and/or sewer, can be required to put in sidewalks or meet other City standards for streets. He explained the short answer is no. City water/sewer extension agreements are for the extension of the utility only. The City does not have street standards jurisdiction outside the city and cannot use the mechanism of water/sewer extension to impose other conditions such as adding sidewalks, nor can the City require both water and sewer if the property owner only wants one or the other. An exception might be if the nature of the subdivision is dictated by State standards requiring lot sizes to be no smaller than about an acre or 40,000 sf.

Further questions and discussion concerned water/sewer requirements for properties which have been annexed. Mr. Healy also updated the Commission regarding the City's plans for improvements to the Waste Water Treatment Plant.

2. **Resolution No. 16-001:** A Resolution of the Palmer Planning and Zoning Commission Supporting Matanuska-Susitna Borough Planning Efforts to Develop a Regional Transportation Planning Partnership Process to Ensure Better Communication and Collaboration Between the State of Alaska Department of Transportation and Public Facilities, the Borough, and the Cities of Palmer, Wasilla, and Houston.

Jessica Smith, MSB Transportation Planner, explained the reasons and purpose behind the proposal to develop a transportation planning partnership program to encourage better communication and collaboration among the State of Alaska DOT, the Borough, and the Cities to get together to solve problems in regional planning, managing, and funding transportation improvements. She encouraged the Commission to support the resolution for development of this program. The Borough received a \$1 million grant to do regional transportation planning and about \$100,000 has been set aside to work on this collaboration project.

There was brief discussion and comments favoring support of the resolution.

Commissioner Cruthers moved, seconded by **Commissioner Fuller**, to adopt Resolution 16-001.

VOTE ON MOTION: Carried Unanimously.

J. PLAT REVIEWS:

1. **IM 15-029: Pre-Application Review** – To divide Tax Parcel B13, Section 32, Township 18 North, Range 2 East, Seward Meridian, into two lots with access for the two new proposed lots to be W. Seth Avery Circle, located outside Palmer City Limits.

Ms. Garley directed attention to map in the packet, page 38, as to parcel location. City staff have all reviewed and had no negative comments or necessary changes. The parcel is large enough to create two lots of adequate size if located within Palmer city limits and the proposed lots will have access from the newly constructed W. Seth Avery Circle.

There were no additional comments from the Commission.

K. PUBLIC COMMENTS:

There were no persons wishing to speak on a topic not on the agenda.

L. STAFF REPORT:

Ms. Garley had no additional staff report.

M. COMMISSIONER COMMENTS:

Commissioner Kerslake wished everyone a Happy New Year and noted it is great to finally see a full commission.

N. ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:40 p.m.

Dan Lucas, Chairman

Kimberly A. McClure
Planning and Code Compliance Technician