

**PLANNING & ZONING COMMISSION
CITY OF PALMER, ALASKA**

**REGULAR MEETING
THURSDAY, FEBRUARY 21, 2013
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 Madar at 7:02 p.m.

B. ROLL CALL:

Present and constituting a quorum were Chairman Madar and Commissioners Prosser, Campbell, Kircher, Lucas, and Kerslake. Also present were Sandra Garley, Community Development Director, Kimberly McClure, Planning and Code Compliance Technician, and Pam Whitehead, Recording Secretary.

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

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

E. MINUTES OF PREVIOUS MEETING(S):

The minutes of the January 17, 2013 Regular Meeting were approved as presented.

F. PERSONS TO BE HEARD:

1. Brief overview of upcoming CIP Fair by Sandra Peterson.

Sandra Peterson, Executive Secretary for the City of Palmer and Event Coordinator for the Capital Projects Fair spoke on behalf of the City and invited the P&Z Commission to participate in this year's project fair. It will be held at the Palmer's newly expanded MTA Events Center on April 25, 2013 from 4:00 to 7:00 p.m. She gave a brief explanation and overview. The purpose of the CIP Fair is to take public input regarding capital priorities for the upcoming year – a very interactive, hands-on event with activities for the whole family, refreshments, and great door prizes from local merchants.

Brief questions and comments ensued. Commissioner Prosser volunteered to man a table for the P&Z Commission.

G. PUBLIC HEARING: There were no public hearings.

H. UNFINISHED BUSINESS:

1. IM 13-008 Text amendment to allow Bed and Breakfast establishments in the R-2 Low Density Residential, R-3 Medium Density Residential, R-4 High Density Residential and CL Commercial Limited Districts.

Commissioner Kircher moved, seconded by **Commissioner Kerslake**, to recommend approval of the proposed text amendment and move it forward to the City Council.

Commissioners Kircher and Kerslake spoke briefly in favor of the proposed text as presented and there were no other objections or comments.

VOTE ON MOTION: Motion carried unanimously.

I. NEW BUSINESS: There was no New Business.

J. PLAT REVIEWS:

1. **IM 13-003** To subdivide Tract C-1, Brittany Estates Addition #1, Phase 3, into two new tracts to be known as Chinook Holdings Tract A and Tract B, located inside Palmer city limits.

Ms. Garley gave a staff report. The property is located adjacent to the proposed Wilson Community Park with access off of S. Felton and is zoned Commercial General. The proposed tracts meet and exceed the minimum lot area of 7200 SF. The Borough awaits P&Z comments, if any. Brief questions of staff ensued; the commission had no additional comments and were very much in favor of the project.

2. **IM 13-004** To divide the NE1/4 SW1/4 Section 9, Township 17 North, Range 2 East, Seward Meridian, Alaska into a 2-phase Master Plan of 69 lots to be known as Mountain Ranch Estates 4, located outside Palmer city limits.

Ms. Garley gave a staff report, noting the property is the next phase of development of the Mountain Ranch Estates and is located south of E. Crowther Road and contains 40 acres more or less. The lots will be served by City of Palmer municipal water system. Questions of staff and brief discussion ensued. Additional comments included:

Commissioner Kircher commented as he does with all subdivisions, the need for sidewalks and/or paths provided for pedestrian use. He noted the lack of open space, emphasizing that if the subdivision was located within city limits, there would be a requirement of open space for playgrounds which is still a minimal standard. Directing attention to page 43 of the packet discussing drainage options within the boundaries of the development, he asked that when the evaluation by MSB Engineering and Operations staff is complete, that the commission be provided a copy of the Low Impact Development (LID) standards regarding the various drainage options (ditches, shallow swales, culverts, etc).

Commissioner Lucas inquired as to the city providing water outside city limits and echoed the comments regarding playgrounds/open space, noting there are no parks or playground provisions in any of the phases of this development. He encouraged that the city continue to foster this type of development even if outside its boundaries.

Commissioner Prosser cautioned as regards drainage, recommending over-excavation of drainage ditches and upgraded culverts in anticipation of the subdivision coming into the city at some point. He discussed borough standards versus city standards. In addition he commented in agreement with sidewalks, open space and parks. He also commented that he hopes the Borough plans to connect what appears to be a dead-end cul-de-sac development with only one way out. As you look to the subdivision to the east, it does show a connector street but it is not built. He cautioned against only having access to the north and not to the south for reasons of safety, fire, and water.

3. **IM 13-005** To make one lot into 4 lots from Tract 4, Springer #2, located outside Palmer city limits.

Ms. Garley gave a staff report, noting this is a large parcel located on the Springer Loop system, directing attention to the vicinity maps on page 56-57. City staff had no comments nor did the commission.

4. **IM 13-006** To subdivide Lot 1, French Haven, Plat No. 2004-69 and Tax Parcel A10, Section 32, Township 18 North, Range 2 East, Seward Meridian, into four lots and one tract to be known as Pippel Subdivision, located inside Palmer city limits.

Ms. Garley gave a staff report directing attention to the vicinity map of the proposed subdivision. The reason for the odd shaped lot lines is because of the hilly topography of the area. The minimum lot sizes have been met. The proposed subdivision contains 36.48 acres and the petitioner is dedicating a portion of E. Scott Road. The building and fire inspectors commented that Tract A parcel could need additional access points which should be explored. The concern is that DOT will not allow any driveways directly accessing the Glenn Highway from Tract A; therefore access at this time is limited to off of Scott Road. The property is zoned General Commercial. Based on a suggested plat note, the developer should work with the Alaska DOT to develop a direct road access to align with W. Eagle or W. Dolphin. Questions of staff and discussion ensued.

Commissioner Kircher suggested dedicating a section of Lot 1 as a right-of-way to Tract A that would fulfill the requirement of having a second access.

5. **IM 13-007** To divide Tract A and Tract B of Golden Glenn Estates, Phase I, into 4 lots, located inside Palmer city limits.

Mr. Garley gave a staff report, noting the property is behind The Highlands which is the tract of land where Pioneer Plaza and old Carrs store is located. Tract A contains several different zoning districts which includes portions that are General Commercial, High Density Residential and a portion that is Commercial. Interestingly, these zoning districts don't line up with any existing property lines. Ms. Garley explained the history and although the plat never got developed as originally planned, this particular zoning configuration remains. The developer is now looking at dividing Tracts A and B into four lots and the City is interested in working with the developer to make sure that it ends up with lot lines to fit the zoning and perhaps clear up some issues as to why the zoning map doesn't track the boundary lines. See hand-drawn sketch at page 112 of the

packet submitted to Ms. McClure at the pre-application conference. It is important to point out that this property will be crossed by any alignment that DOT finally settles on for the Dogwood to Felton construction so at the end of the process, the city will have property lines that make sense in order to allow adjustment to the zoning to fit the property lines.

Commissioner Prosser pointed out as a note of caution, as noted by the Deputy Director of Public Works, that the subdivision to the north was not approved for city water.

K. PUBLIC COMMENTS:

Rick Besse spoke representing the owners (Chinook Holdings) of the property next to the location of the new preschool. He stated they have been working with the City of Palmer for many years on subject parcel and are excited about what is going on there. It's a very positive development, it's in an excellent spot, and is adjacent to Wilson Park in the process of being developed. They are also working with the City on solving the drainage issues on the property in conjunction with solving the drainage issues on the other side of the road. They will also be doing the public improvements for the street on the north side that hasn't been named yet.

Brief questions and discussion ensued regarding the project.

L. STAFF REPORT:

Ms. Garley reported on DOT's presentation on the plans for the Glenn Highway improvement from the Parks interchange to Arctic. They'll be adding a signal light at the intersection of Inner Springer and Moore (by the Noisy Goose), a second signal at the southern opening to Inner Springer and have tentatively scheduled as part of the project a third light at the Outer Springer section. In town, they are proposing a wide landscaped median to S. Colony Way and then to an expanded roadway. She asked for a digital copy of the diagrams they presented at the meeting and DOT was asked to present at the commission's next meeting to talk about the project. Brief discussion followed.

Ms. Garley advised she will not be at the March meeting, that Ms. McClure will be filling in for her.

M. COMMISSIONER COMMENTS:

Commissioner Lucas had no comments.

Commissioner Campbell had no comments.

Commissioner Kircher suggested that the commission re-urge the City Council to be aggressive in its annexation efforts in view of the fact that we are one of the fastest growing areas in the country; that we see developments and apartments being built along the area that was proposed for annexation to the east side of the Palmer-Wasilla

Highway up to Trunk Road. He thinks it's critical that it be annexed into the city a lot sooner than four years.

Commissioner Prosser will recommend at each meeting as long as he is on the commission that the City look forward to annexation because if we do wait longer than five years or more the market will get there first.

Commissioner Kerlake added that the subdivision discussed at tonight's meeting is a good example of how the City will continue to have all these developments outside city limits and then when they are brought in, it won't be to the same standards on which we're trying to build our city.

Chairman Madar suggested staff draft a resolution encouraging annexation sooner rather than later. Ms. Garley will work with Kimberly to bring it to the next meeting. Commissioner Prosser volunteered to attend the council meeting in person representing the commission and its concern as regards annexation.

N. ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:52 p.m.

Michael W. Madar, Chairman

Sandra Garley, Community Development Director