

**City of Palmer**

**Planning and Zoning Commission Packet**

*July 16, 2015*



**PLANNING & ZONING COMMISSION**  
**REGULAR MEETING**  
**7 PM, THURSDAY, JULY 16, 2015**  
**CITY COUNCIL CHAMBERS**  
**231 W. EVERGREEN AVENUE, PALMER**  
[www.cityofpalmer.org](http://www.cityofpalmer.org)



CHAIRMAN WILLIAM KERSLAKE, SR.  
VICE CHAIRMAN MICHAEL KIRCHER  
COMMISSIONER DAN LUCAS  
COMMISSIONER DAVID PETTY  
COMMISSIONER MERRY MAXWELL  
COMMISSIONER DOUGLAS CRUTHERS

## **AGENDA**

A. Call to Order

B. Roll Call

C. Pledge of Allegiance

D. Approval of Agenda

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E. Minutes of Previous Meetings

1. Regular Meeting of June 18, 2015

F. Persons to be Heard

G. Public Hearings

Page 11

H. Unfinished Business

1. Resolution No. 15-003 A Resolution of the Palmer Board of Economic Development  
Recommending adoption of a list of Prioritized Projects as Part of the Safe Routes to  
School Plan

I. New Business

J. Plat Reviews

K. Public Comments

L. Staff Report

M. Commissioner Comments

N. Adjournment



## Minutes

**PLANNING & ZONING COMMISSION**  
**CITY OF PALMER, ALASKA**  
**REGULAR MEETING**  
**THURSDAY, JUNE 18, 2015**  
**7:00 P.M. - COUNCIL CHAMBERS**

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A. CALL TO ORDER:

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

B. ROLL CALL:

Present and constituting a quorum were Commissioners:

Michael Kircher, Vice Chairman  
Dan Lucas  
David Petty  
Merry Maxwell  
Douglas Cruthers

Excused absence(s):

William Kerslake, Sr., Chairman

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 amended. New Business item 1, City Clerk Janette Bower's presentation will be rescheduled to a time as yet to be determined.

E. MINUTES OF PREVIOUS MEETING(S):

The minutes of the May 21, 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. Continue Review of Safe Routes to School Plan.

Staff Report: Ms. Garley reminded at last meeting the Commission was presented with draft copies of Safe Routes to School Plan and asked to review and prioritize the ten proposed pathways (packet p. 15) and suggest additions and/or corrections to the final document.

**[The Commission entered Committee of the Whole at 7:04 p.m.** for open discussion on the Safe Routes to School Plan. There were no objections.]

While in Committee of the Whole, the Commission debated priority of the proposed projects with most putting high priority on safe pedestrian passage across the Glenn Highway and those that are DOT-funded. Also of higher priority, adding a pathway on Inner and Outer Springer from Pope to Chugach. Discussion turned to the importance of crosswalks, painting them early in the season, and clearing vegetation to maintain clear sight. BED Chair, LaMarr Anderson, who was present in the audience, shared what the BED is doing on the subject of crosswalks. It was suggested there be a joint resolution concerning crosswalks throughout the city in addition to those that may be concerned with the Safe Routes to School Plan. Ms. Garley summarized the prioritization from her notes.

**[The Commission exited Committee of the Whole at 7:50 p.m.]**

Ms. Garley will prepare a prioritized list and suggested resolutions for approval at the next meeting. There were no objections.

I. NEW BUSINESS:

1. Presentation by Janette Bower, City Clerk – To be rescheduled.

J. PLAT REVIEWS:

1. **IM 15-015:** Abbreviated Plat Review – The request is to subdivide Parcel 2 MSB Waiver Resolution No. 86-40-PWm, also known as Tax Parcel B15 in Section 10, Township 17 North, Range 2 East, Seward Meridian, into two new lots to be known as McLain Estates, located outside Palmer city limits.

Staff Report: Ms. Garley reported these lots are located just south of the Golf Course and the Municipal Airport is just to the North and West. The Borough's criteria has been met for subdividing the parcel into two lots. The new lots are adequate in size for residential lots if they were located inside Palmer city limits. City departments commented no changes necessary.

The Commission had no additional comments.

2. **IM 15-016:** Abbreviated Plat Review – The request is to eliminate the common lot line between lot 11 and lot 12 to be known as Lot 11A, Block 6, Lucas Subdivision, located inside Palmer city limits.

Staff Report: Ms. Garley reported per City Manager that there are assessments billed and due, and Community Development noted the lots are zoned R-2, Low Density Residential, and the proposed lot 11A more than meets the minimum requirements for lot size. Other city departments commented no changes necessary.

The Commission had no additional comments.

K. PUBLIC COMMENTS: There were no public comments.

L. STAFF REPORT:

Ms. Garley reported:

- Status of the new Fred Meyer's project; permission by the City has been granted for them to do its grading and drainage plan and a retention wall along the north slope as phase I of construction while they finalize the plat on the additional two acres they purchased to expand the size of their footprint. As soon as the plat is recorded, which they expect to be able to do by the end of August, a building permit will be issued for construction of the structure. They hope to be able to open by May of 2016.

M. COMMISSIONER COMMENTS:

**Commissioner Maxwell** had no comments.

**Commissioner Cruthers** had no comments.

**Commissioner Petty** had no comments.

**Commissioner Lucas** inquired as to the status of the Downtown Business Overlay project. Ms. Garley informed she is waiting on the City Council to schedule a meeting on it.

**Vice Chairman Kircher** had no comments.

N. ADJOURNMENT:

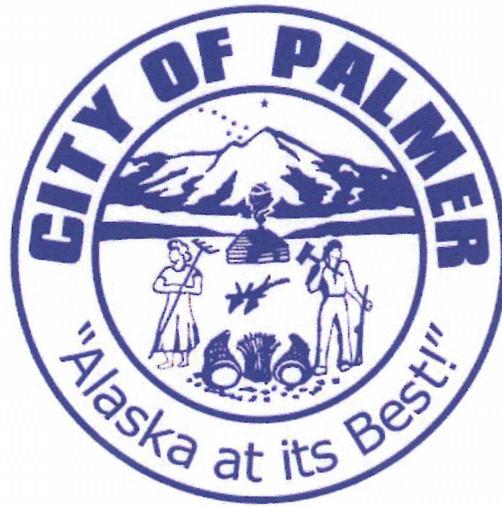
There being no further business, the meeting was adjourned at 7:58 p.m.

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Michael Kircher, Vice Chairman

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Kimberly A. McClure  
Planning and Code Compliance Technician



## **Unfinished Business**

CITY OF PALMER BOARD OF ECONOMIC DEVELOPMENT

**Resolution No. 15-003**

**A Resolution of the Palmer Board of Economic Development Recommending adoption of a list of Prioritized Projects as Part of the Safe Routes to School Plan**

WHEREAS, the Safe Routes to School Program is designed to enable and encourage children to walk and bicycle to and from their schools; and

WHEREAS, the City has worked with its consultants and a Safe Routes to School Steering Committee to develop the draft Safe Routes to School Plan; and

WHEREAS, the Project and Potential Funding Sources section of this Plan lists ten projects that will make walking and biking to school a more safe and appealing transportation option; and

WHEREAS, the Palmer Planning and Zoning Commission has reviewed the draft Palmer Safe Routes to School Plan and has ranked the ten projects in the Project and Potential Funding Sources section of this Plan in order of top priority from one to ten; and

WHEREAS, the Palmer Board of Economic Development finds that the development of the Safe Routes to School Plan serves as an important benefit to economic development by enhancing Palmer as a safe place to raise a family; and

WHEREAS, the Board has reviewed the ten projects in the Project and Potential Funding Sources section of this Plan and has voted to support the adoption of a prioritized list of projects as part of the Safe Routes to School Plan;

NOW, THEREFORE, BE IT RESOLVED that the Palmer Board of Economic Development recommends the attached prioritized list of projects be adopted as part of the Safe Routes to School Plan.

Passed and approved by the Board of Economic Development of the City of Palmer, Alaska, this 6th day of July, 2015.

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LaMarr Anderson, Chairman

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Sandra Garley, Director of Community Development

## Top Priority List for Safe Routes to School

- 1) A pedestrian bridge crossing or other alternative with upgraded safety over roadway near Glacier View Avenue.
- 2) Add pathway on Inner Springer and Outer Springer Loop from Pope's Road to Chugach Street.
- 3) Construct pathway along Glenn Highway from tunnel to Cedar Hills.
- 4) Add pathway thru Cranberry Meadows to the Old Glenn Highway to add access for Academy Charter and School Administration Building.
- 5) Multi-use trail behind PJMS along Gulkana Street from Fireweed to Industrial Way.
- 6) Improve pathway on Cope Industrial Way along PJMS parking lot and add signage for pathway crossing near Nutrition Services Facility.
- 7) Construct 200-foot trail and railroad track crossing at Caribou Street and Auklet Avenue streets.
- 8) Extend Industrial Way to Alaska State Fairgrounds from Commercial Way to Inner Springer Loop and add a pathway.
- 9) Improve sidewalk conditions, crosswalks, and ADA access along Cobb Street in coordination with Cobb Street Rehabilitation project.
- 10) Add sidewalk access along North Eklutna Street and pathway access along East Beaver and East Auklet Avenue as part of the Sherrod Area Water & Street Improvement projects.
- 11) More consistent and visible crosswalk identification (paint) early in the season. (added by P & Z Commission)
- 12) Clear vegetation to maintain clear sight triangle. (added by P & Z Commission)

**Project and Potential Funding Sources**

1. Construct pathway along Glenn Highway from tunnel to Cedar Hills.
2. Multi-use trail behind PJMS along Gulkana Street from Fireweed to Industrial Way
3. Improve pathway on Cope Industrial Way along PJMS parking lot and add signage for pathway crossing near Nutrition Services Facility.
4. Construct 200-foot trail and railroad track crossing at Caribou Street and Auklet Avenue streets.
5. Extend Industrial Way to Alaska State Fairgrounds from Commercial Way to Inner Springer Loop and add a pathway.
6. Add pathway on Inner Springer and Outer Springer Loop from Pope's Road to Chugach Street.
7. Add pathway thru Cranberry Meadows to the Old Glenn Highway to add access for Academy Charter and School Administration Building.
8. Pedestrian bridge crossing over roadway near Glacier View Avenue.
9. Add sidewalk access along North Eklutna Street and pathway access along East Beaver Avenue, West Auklet Avenue, and East Auklet Avenue as part of the Sherrod Area Water & Street Improvement projects.
10. Improve sidewalk conditions, crosswalks, and ADA access along Cobb Street in coordination with Cobb Street Rehabilitation project.

1.	Construct pathway along Glenn Highway from tunnel to Cedar Hills.	
2.	Multi-use trail behind PJMS along Gulkana Street from Fireweed to Industrial Way.	
3.	Improve pathway on Cope Industrial Way along PJMS parking lot and add signage for pathway crossing near Nutrition Services Facility.	
4.	Construct 200 foot trail and railroad track crossing at Caribou Street and Auklet Avenue streets.	
5.	Extend Industrial Way to Alaska State Fairgrounds from Commercial Way to Inner Springer Loop and add a pathway.	
6.	Add pathway on Inner Springer and Outer Springer Loop from Pope's Road to Chugach Street.	
7.	Add pathway thru Cranberry Meadows to the Old Glenn Highway to add access for Academy Charter and School Administration Building.	
8.	Pedestrian bridge crossing over roadway near Glacier View Avenue.	
9.	Add sidewalk access along North Eklutna Street and pathway access along East Beaver Avenue, West Auklet Avenue, and East Auklet Avenue as part of the Sherrod Area Water & Street Improvement projects.	
10.	Improve sidewalk conditions, crosswalks, and ADA access along Cobb Street in coordination with Cobb Street Rehabilitation project.	

-  Project less than \$100,000
-  \$100,000 - \$200,000
-  \$200,000 - \$400,000
-  Project more than \$400,000