

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

**REGULAR MEETING
THURSDAY, SEPTEMBER 17, 2015
7:00 P.M. - COUNCIL CHAMBERS**

A. CALL TO ORDER:

The regular meeting of the Planning and Zoning Commission was called to order by Vice Chairman Kircher on September 17, 2015 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
David Meneses, City Building Inspector
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(S):

The minutes of the August 20, 2015 Regular Meeting were approved as amended. Commissioner Kircher questioned whether *Helen Woodings* had meant to say Chugach Street as opposed to Glenn Highway in her public hearing testimony [Minutes, p. 9 of 11]. Staff will check the recording and report back.

F. PERSONS TO BE HEARD:

LaMarr Anderson, a Palmer citizen, spoke to the constant scrolling nature of the new electronic signs on the Eagle Hotel, he personally finds it distracting and questioned whether it is a sign that is permitted. Brief discussion followed.

David Meneses, City Building Inspector, responsible for enforcement of Title 14, Signs, addressed the question and explained that electronic changeable copy signs are allowed in the commercial districts of the city including downtown areas. They are prohibitive when they are flashing and become a distraction to traffic patterns or mimic emergency vehicles.

The Commission discussed if a recommendation should be made to the City Council. Staff was asked to submit information on Title 14, Signs, and put it on the agenda for the next meeting to determine whether it should draft a resolution.

G. PUBLIC HEARING(s): There were no public hearings.

H. UNFINISHED BUSINESS: There was no Unfinished Business.

I. NEW BUSINESS:

1. **IM 15-018**: Consideration of text amendment to PMC 17.60.050, Projections Into Required Yards, to permit ADA accessibility ramps within required setbacks.

Ms. Garley reported that currently there are no exceptions in PMC 17.60.050 to allow for the encroachment of accessibility ramps into required setbacks. A recent request to install an accessibility (handicap) ramp to the front entry of a house which would encroach into the front yard setback has been brought to the City's attention. The draft ordinance for review in the packet would permit accessibility ramps to encroach into any required yard. She asked the Commission to review/revise the draft Ordinance recommending approval and forward to the City Council.

Discussion and questions of staff ensued. David Meneses participated in the discussion and answered commissioner questions. The Commission reviewed the draft Ordinance and suggested minor wording revision.

Commissioner Lucas moved, seconded by **Commissioner Petty**, to recommend approval of PMC 17.60.050(G), Projections into required yards, as modified pursuant to discussion, and forward to the City Council.

VOTE ON MOTION: Carried Unanimously.

2. **IM 15-020**: Shared Use Parking Agreement between Tree of Life Church and Alaska Bible College.

Ms. Garley summarized that The Tree of Life Church intends to remodel the east side of the building currently being used as a church. There is no current parking calculation for the entire use of the Hillstrom Building. Staff has calculated the parking requirement for the Hillstrom Building to be 54 required parking spaces and recommends approval of the use of shared parking with the Alaska Bible College to provide additional parking for the Hillstrom Building located at 268 E. Fireweed Avenue.

Pastor Paul Steiner, Tree of Life Church, spoke in favor of the Parking Agreement and asked the Commission for approval.

Commissioner Petty moved, seconded by **Commissioner Cruthers**, to approve the Parking Agreement between Tree of Life Church and Alaska Bible College.

VOTE ON MOTION: Carried Unanimously.

3. Request for letter of support for the nomination designating the Matanuska Colony Community Center Historic District a National Historic Landmark.

Ms. Garley summarized background information and reported that the Anchorage office of the National Park Service is preparing to forward a nomination for the Matanuska Colony Community Center to the National Historic Landmark staff in Washington D.C. for review by the Landmarks Committee and the National Park Service Advisory Board. The Matanuska Colony Community Center was listed on the National Register of Historic Places in 1991 for its significance at the state level. A designation as a National Historic Landmark would recognize its historic value at the national level. See map of Historic District on page 46 of the packet. Staff recommends approval of the letter of support addressed to Darrell Lewis, Historian, National Park Service [packet page 39] and authorize the Chair to sign it. The Borough has passed a resolution in support, and similar letters of support have also been signed by the Parks, Recreation, and Cultural Resources Advisory Board and the Board of Economic Development. Time is of the essence to meet deadlines for submission.

Brief discussion and questions of staff followed.

There was consensus for approval and authorization for the Chair to sign the Letter of Support of the nomination designating the Matanuska Colony Community Center Historic District a National Historic Landmark.

J. PLAT REVIEWS:

1. **IM 15-017:** Pre-application review – The request is to reconfigure the property lines for Lot 1 and Tract A of Pippel Subdivision, located inside Palmer city limits.

Ms. Garley directed attention to City Staff comments of no objection and map regarding the pre-application in the packet [pages 51-64].

The Commission had no additional comments.

2. **IM 15-021:** Glenn Highway Milepost 34 to 42 ROW Acquisition – The ADOT&PF proposes to take or have partial takes and easements on 148 parcels adjoining the Glenn Highway mileposts 34-42 for Project OA15024/OA15033 from the intersection with the Parks Highway to Arctic Avenue, located inside and outside Palmer city limits.

Ms. Garley reported this is another step in the long-awaited 4-lane divided rebuild of the Glenn Highway and directed attention to City Staff comments in the packet.

There were brief questions of staff and comments primarily regarding landscaping.

K. PUBLIC COMMENTS: There were no additional public comments.

L. STAFF REPORT:

Ms. Garley advised that the October meeting agenda will include a public hearing on a variance request and to assure a quorum reminded the commissioners please advise in advance if anyone is unable to attend.

Fred Meyer update – architects have advised they will be submitting for a building permit next week.

M. COMMISSIONER COMMENTS:

Commissioner Lucas had no additional comments.

Commissioner Petty had no additional comments.

Commissioner Cruthers recommended that when an architect submits a particular design for a structure, that it should also include a sample of the siding material to be used on the outside of the structure and the colors to be used.

Commissioner Maxwell thanked everyone for a great meeting.

Vice Chair Kircher had no additional comments.

N. ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:56 p.m.

Michael Kircher, Vice Chairman

Kimberly A. McClure
Planning and Code Compliance Technician