

Amendments at the table are indicated below in bold and
strikeout.

LEGISLATIVE HISTORY

Introduced by: City Manager Moosey
1st Public Hearing Date: April 27, 2021
2nd Public Hearing Date: May 25, 2021
Action: Approved
Vote: 6 Yes/1 No

Yes:	No:
Best	Berberich
Carrington	
Combs	
Daniels	
DeVries	
Valerius	

CITY OF PALMER, ALASKA

Resolution No. 21-015

A Resolution of the Palmer City Council Authorizing the City Manager to Execute a Subdivision Agreement with a Variance to Required Public Improvements for Subdivision Development as Outlined in Palmer Municipal Code Chapter 12.12

WHEREAS, City Council establishes and defines the public improvements which will be required under agreement to be constructed by a subdivider and to outline the procedures and responsibilities of subdivider in Palmer Municipal Code Chapter 12.12; and

WHEREAS, the City requires every subdivider to install streets, curb and gutters, public utilities, provide adequate drainage system, traffic control devises, sidewalks (when required) and street lighting in accordance with standards adopted by the city; and

WHEREAS, Palmer Municipal Code Section 12.12.080 grants City Council the authority to grant variances to development standards for subdivisions that it deems necessary, or which it finds desirable from the standpoint of public interest; and

WHEREAS, the City Council shall include its findings the specific reasons and actions in its minutes; and

WHEREAS, the City has received from Cedar Park LLC a request for variances to development standards for curb and gutters and street lighting; and


WHEREAS, the adopted Palmer Comprehensive Plan Chapter 6 Goal 2 supports maintaining high quality residential neighborhoods; promotes development of a range of desirable new places to live in Palmer.

NOW, THEREFORE, BE IT RESOLVED by the Palmer City Council hereby authorizes the city manager to enter into a subdivision agreement with Cedar Park, LLC and grant **a** variances to development standards for the installation of curb and gutter ~~and substitute street lighting for mandatory driveway lighting.~~

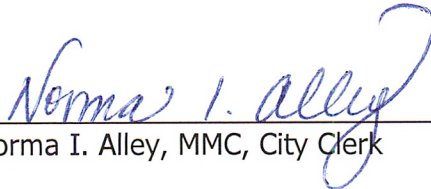
NOW, THEREFORE, BE IT FURTHER RESOLVED by the Palmer City Council hereby establishes the Findings of Fact Attached as Exhibit "A" and by this reference is incorporated.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Palmer City Council hereby finds that there are such circumstances of conditions affecting the property that the strict application of the provisions of this chapter would clearly be impractical, unreasonable or undesirable to the general public. That granting of the specific variances will not be detrimental to the public welfare or injurious to the property in the area in which property is situated. The granting of the specific variance will not have the effect of nullifying the intent and purpose of Palmer Municipal Code Chapter 12.12 or the Palmer Comprehensive Plan.

Approved by the Palmer City Council this 25th day of May, 2021.



Edna B. DeVries, Mayor



Norma I. Alley, MMC, City Clerk

DRAFT MINUTES

City of Palmer, Alaska
City Council Minutes

Regular Meeting
March 25, 2021

A. CALL TO ORDER

A regular meeting of the Palmer City Council was held on March 25, 2021, at 7:00 p.m. in the Council Chambers, Palmer, Alaska. Mayor DeVries called the meeting to order at 7:00 p.m.

B. ROLL CALL

Comprising a quorum of the Council, the following were present:

Edna DeVries, Mayor	Sabrena Combs, Deputy Mayor
Julie Berberich	Brian Daniels
Richard W. Best (participated telephonically)	Jill Valerius (participated telephonically)
Steve Carrington	

Staff in attendance were the following:

John Moosey, City Manager	Michael Gatti, City Attorney (participated telephonically)
Norma I. Alley, MMC, City Clerk	Chris Nall, Public Works Director

C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

D. APPROVAL OF AGENDA

1. Approval of Consent Agenda
 - a. Introduction and Setting a Public Hearing for June 8, 2021, for **Ordinance No. 21-008:** Amending Palmer Municipal Code Chapter 8.20 Regarding Garbage Collection and Disposal
 - b. Introduction and Setting a Public Hearing for June 8, 2021, for **Ordinance No. 21-009:** Amending Palmer Municipal Code Section 13.16.025 Water Supply System
2. Approval of Minutes of Previous Meetings
 - a. April 27, 2021, Regular Meeting

Council Member Best left the meeting at 7:04 p.m.

Main Motion: To Approve the Agenda, Consent Agenda, and Minutes

Moved by:	Combs
Seconded by:	Valerius
Vote:	6 Yes/1 Absent (Best)
Action:	Motion Carried

DRAFT MINUTES

****DRAFT MINUTES****

Council Member Best rejoined the meeting at 7:05 p.m.

E. COMMUNICATIONS AND APPEARANCE REQUESTS

1. Presentation on Drug Enforcement Agency Presentation from DEA Tactical Diversion Squad Group Supervisor Thomas Olsen

Mr. Thomas Olsen spoke on the impact DEA Tactical Diversion Squad has had on the community. He also praised the efforts of city of Palmer police officer that has been working with them and how he has contributed to the success of the DEA Tactical Diversion Squad in the valley.

F. REPORTS

1. City Manager's Report

City Manager Moosey reported on the following:

- Requested City Councils' permission to send a letter to the State requesting transfer of state funds to Mat-Su Health Foundation relating to COVID-19 funding;
- City's first quarter financial report is on the city's website;
- Has made a decision on three of the Cedar Park variances, those decisions are listed on the city's website; and
- Upcoming meetings and events he would be attending.

2. City Clerk's Report

None.

3. Mayor's Report
 - a. Memorial Day Proclamation

Mayor DeVries spoke on upcoming voter redistrict meeting at Mat-Su Borough on June 1, 2021.

4. City Attorney's Report

None.

G. AUDIENCE PARTICIPATION

Mr. Erik Anderson requested clarification from City Manager Moosey on the Cedar Park variance decisions.

H. PUBLIC HEARING

1. **Resolution No. 21-015:** Authorizing the City Manager to Execute a Subdivision Agreement with Variances to Required Public Improvements for Subdivision Development as Outlined in Palmer Municipal Code Chapter 12.12 (2nd Public Hearing)

This item was postponed from the April 27, 2021, Council Meeting.

DRAFT MINUTES

City Manager Moosey provided the staff report and fielded questions from Council.

Mayor DeVries opened the public hearing on Resolution No. 21-015.

Ms. Connie Yoshimura, Cedar Park Properties, LLC, Owner, testified to the merits of the application for the variances. She stated Cedar Park will have an active non-profit homeowner's association, which will enforce the covenants, codes, and restrictions of the homeowner's association and will be in control of the areas of variance #5 instead of the city.

Mr. Steven Pannone, Pannone Engineering Services, LLC., Senior Civil Engineer, testified to the merits of the variances.

Mr. Gary Lorusso, Keystone Surveying and Mapping Surveyor, testified on the merits of the variances.

Mr. Phil Michelson, Cedar Park Project Developer, testified on building spacing and fire safety providing clarification that there will be gravel five to six feet around the structures on the ground and all buildings will be spaced 30 to 50 feet apart.

Mr. Chris Nall, City of Palmer Public Work Director, provided clarification on how the variances do not meet code and fielded questions from Council.

Mr. Erik Anderson spoke against the application for variances.

Mr. Mike Chmielewski spoke against the application for variances.

Hearing no objection from the Council, Mayor DeVries closed the public hearing.

Main Motion: To Approve Resolution No. 21-015

Moved by:	Valerius
Seconded by:	Daniels

Division of a Question: To Divide Resolution No. 21-015 into Two Parts: Curb and Gutter Variance Request Number 2, and Street Lighting Variance Request Number 5

Moved by:	Combs
Seconded by:	Best
Vote:	6 Yes/1 No (DeVries)
Action:	Motion Carried

Deliberation commenced from Council regarding concerns for street lighting and the health and safety of children during dark months for bus stop pick-up.

Deputy Mayor Combs expressed she would not vote in favor of the variance request for street lighting due low street lighting creating a health and safety concern for children during winter months at bus stops and people walking on streets with no sidewalks.

****DRAFT MINUTES****

Vote on Motion: Resolution No. 21-015 Variance Request Number 2 Street Lighting

Moved by:	Combs
Seconded by:	Valerius
Vote:	3 Yes/4 No (Berberich, Best, Combs, Daniels)
Action:	Motion Failed

Discussion commenced identifying the finding of facts, which were to be attached to the resolution. Consensus was met that the findings of facts to be adopted were what was provided on pages 133-138 in the packet.

Vote on Motion: Resolution No. 21-015 Variance Request Number 5 Curb and Gutter and Adopt Findings of Facts as Identified on Pages 133-138 of the Packet.

Moved by:	Daniels
Seconded by:	Valerius
Vote:	6 Yes/1 No (Berberich)
Action:	Motion Carried

Mayor DeVries called a recess at 8:55 p.m. and reconvened the meeting at 9:05 p.m.

- Ordinance No. 21-005:** Amending Palmer Municipal Code Chapter 17.36 Industrial District, 17.58 Business Park and Enacting 17.28.020 Palmer Commercial Land Use Matrix

Mayor DeVries opened the public hearing on Ordinance No. 21-005. Seeing no one come forward and hearing no objection from the Council, Mayor DeVries closed the public hearing.

Main Motion: To Approve Ordinance No. 21-005

Moved by:	Combs
Seconded by:	Daniels
Vote:	Unanimous
Action:	Motion Carried

- Ordinance No. 21-006:** Amending Palmer Municipal Code Section 17.64.050 Central Business District Boundaries, Deleting Section 17.64.055 Fee-in-Lieu, and Amending Section 17.64.080 Landscaping Requirements

Mayor DeVries opened the public hearing on Ordinance No. 21-006. Seeing no one come forward and hearing no objection from the Council, Mayor DeVries closed the public hearing.

Main Motion: To Approve Ordinance No. 21-006

Moved by:	Combs
Seconded by:	Berberich
Vote:	Unanimous
Action:	Motion Carried

****DRAFT MINUTES****

- Ordinance No. 21-007:** Amending Palmer Municipal Code Section 18.05.067 Pertaining to Election Proposition and Questions Referral Deadlines

Mayor DeVries opened the public hearing on Ordinance No. 21-007. Seeing no one come forward and hearing no objection from the Council, Mayor Devries closed the public hearing.

Main Motion: To Approve Ordinance No. 21-007

Moved by:	Combs
Seconded by:	Valerius
Vote:	Unanimous
Action:	Motion Carried

I. NEW BUSINESS

- Action Memorandum No. 21-036:** Directing the City Manager to Notify the State of Alaska of the City Council's Statement of Non-Objection for the Renewal of Liquor License Nos. 119, 5638, and 5716 for the Palmer Alehouse Located at 320 E. Dahlia Avenue

Main Motion: To Approve Action Memorandum No. 21-036

Moved by:	Combs
Seconded by:	Berberich
Vote:	Unanimous
Action:	Motion Carried

- Committee of the Whole:** Discussion Regarding Annexation

Motion to Postpone: To Postpone until June 8, 2021, City Council Meeting.

Moved by:	Combs
Seconded by:	Daniels
Vote:	Unanimous
Action:	Motion Carried

J. EXECUTIVE SESSION

- Matters, the Immediate Knowledge of Which Would Clearly Have an Adverse Effect Upon the Finances of the Public Entity and Matter which by Law, Municipal Charter, or Ordinances are Required to be Confidential – Potential Litigation Attorney Client Communication: State of Alaska City of Palmer Dispatch Agreement (note: action may be taken by the council following the executive session)

City Manager Moosey stated the Executive Session was not needed at this time.

K. RECORD OF ITEMS PLACED ON THE TABLE

City Clerk Alley reported no Items Placed on the Table.

****DRAFT MINUTES****

L. AUDIENCE PARTICIPATION

Mr. Erik Anderson requested City Council to change the process of requesting city variances.

M. COUNCIL COMMENTS

No direction given to staff for legislation to be placed on a future agenda.

N. ADJOURNMENT

With no further business before the Council, the meeting adjourned at 9:44 p.m.

Approved this ____ day of ____, 2021.

Norma I. Alley, MMC, City Clerk

Edna B. DeVries, Mayor

I. STATEMENT OF IMPACT

Based on the design and calculations herein the proposed drainage plan will not result in adverse storm water impacts on existing drainage or on a downstream property or watercourse.

II. Project Description

Legal Description: Cedar Park Subdivision
Palmer Recording District
Site Address: NSN Pioneer Parkway and Glenn Highway

Description of Project:

Project Name: Cedar Park Subdivision

Lot Size: 90.2 Acres (3,928,810 sf)

Disturbance Area of Lot: (Assumed) 9.8 Acres (426,528 sf)

This project is the creation of a new subdivision for use as residential lots. The project is assuming that each house will have an area of 3,000 square feet for house and driveway for each of the 85 developable lots, and is assuming that roads will have a 28' wide section with area based on length of right-of-way centerline.

III. Basin Characteristics

Pre-development Conditions:

The 90.2-acre site is currently un-developed. The site is gently rolling hills that generally rolls to the southwest. The area is covered with old growth birch and poplar trees.

Post-development Conditions:

85 new residential lots will be created and we are assuming that each lot will have an average residential home footprint of 3,000 square feet, and a driveway of 4,000 square feet when developed, with a total disturbance of 426,528 square feet. Approximately 10.1% of the site shall be disturbed for this project. Newly created runoff will be naturally collected via overland flow and treated as required with naturally occurring green infrastructure (Canopy Cover and Natural Vegetation Retention). The drainage basin will remain the same.

Existing Conditions for Downstream Contributing Basins:

The existing lots are un-developed and any runoff that leaves the lot continues through forest cover and collects the established drainage depressions.

Land Cover Characteristics:

- Pre-development: The lot is a forested rolling hills with established drainage depressions that eventually flow into the Matanuska River.
- Post-development: Approximately 9.8 acres, or 10.1% of the area will be disturbed by development at full built-out.

Conveyance and Stream Locations:

There is established drainage patterns in the existing forest that collects and conveys the run-off to the southwest. There are several small contributing drainage patterns that connect to the larger collection depression throughout the subdivision. All required separation distances will be met. No Wetlands exist on the site.

Soils:

Holler Engineering, Mr. Curt Holler P.E. performed 23 test holes in November of 2020. See attached soils logs. All test holes were performed within the proposed Subdivision area. The soil is characterized as silty sands and gravel with underlying layers of coarse poorly graded gravels. The soil has an infiltration rate of 0.0003 cubic feet per second per square foot.

Slopes:

The proposed subdivision is characterized as sloping terrain and is on the south side of a sloping terrain. In general, the entire area starts sloping down from the northeast to the southwest with slopes of approximately 0% and 6%.

Existing and Proposed Control Structures:

There are no existing control structures in the proposed subdivision.

Calculated Runoff Quantities (Figure 4.2-1 with rational method)

Quantities were calculated based on entire basin as shown on drainage figure, attached.

- | | |
|-----------------------------------------------|------------------------------------------------|
| • 1 year/ 24 hour Pre-development: 0.71 cfs | • 1 year/ 24 hour Post-development: 1.38 cfs |
| • 10 year/ 24 hour Pre-development: 1.32 cfs | • 10 year/ 24 hour Post-development: 2.59 cfs |
| • 100 year/ 24 hour Pre-development: 2.07 cfs | • 100 year/ 24 hour Post-development: 4.06 cfs |

IV. Water Quality Treatment

Water Quality Treatment will be achieved using 'Canopy Cover and Natural Vegetation Retention'. The area of the site that will remain naturally vegetated post-development exceeds 85% of the total area. This will exceed the requirement for water quality treatment by an order of magnitude. For calculation purposes the only delineated wetlands will be used as designated water quality treatment.

The proposed area of impervious material i.e. driveways and rooftops, will be 766,528 square feet. The volume of runoff from 2.06 inches of rainfall/ day will be: $766,528 \text{ s.f.} \times 2.06 \text{ inches} \times 1 \text{ foot}/12 \text{ inches} = 131,587$ cubic feet of runoff per day.

Linear detention/disposal along bottom of ditch-line has a storage along approximately 6,000 feet of road, with absorption ditches along each side, there is 12,000 LF of infiltration (see typical section.) at a post development run-off volume of 2.59 cfs, 853 lf of absorption ditch will be required to absorb the expected volume. At approximately every 800 feet, a deep infiltration basin will be installed to collect and absorb the expected volume. Additionally, these infiltration basin will extend a minimum of ten feet below the surface with the ability to absorb the expected mid-winter melt off (chinooks) that always occur. The expected frost depth is six to eight feet below the ditch line, so

extending to a depth of ten feet will ensure there will be thawed soils to absorb the runoff in the winter months.

V. Extended Detention

Extended detention is not required on this subdivision. Extended Detention requirement has been met with green infrastructure.

VI. Conveyance Design (ASM Vol. 1-3.3.2.3)

The pre-development and post-development runoff was calculated in using best management practices for a 10-year/24 hour storm event. The pre-development and post-development run-off calculations for the subdivision are reported in cubic feet per second (cfs). The rational method was used to determine the run-off quantities. Pre-treatment of the storm water entering the storm drain system will occur using Canopy Cover and Natural Vegetation. The post development runoff is greater than the pre development runoff. The pre-development and post-development runoff is based on one basin including the upslope contributing area.

- Pre-development: 1.32 cfs
- Post-development: 2.59 cfs

VII. Detention and Peak Flow Control – Option 1

This is a medium project not requiring Detention and Peak Flow Control.

VIII. Operation and Maintenance Plan

See attached Operation and Maintenance Plan

IX. Stormwater Management Report

See this report.

X. Complete Drainage Certification Form

Not Applicable

XI. Wetland Compliance

No wetlands in this subdivision

Appendix A

Drainage Certification

Pannone Engineering Services, LLC.

DRAINAGE IMPACT CALCULATIONS

Project: Cedar Park Subdivision

Date: 13-May-21

Pre Construction

Rainfall Intensity (NOAA Point Precipitation Frequency Estimates)			
I _{10-yr}	0.086		
I _{100-yr}	0.135		
I _{1-yr}	0.046		
I _F	1.000		

Runoff Calculations

C ₁	0.3	Gravel
A ₁	0.00	(Acres)
C ₂	0.25	Rap
A ₂	0.00	(Acres)
C ₃	0.85	Impervious
A ₃	0.00	(Acres)
C ₄	0.85	Asphalt/Concrete
A ₄	0.00	(Acres)
C ₅	0.17	forest
A ₅	90.19	(Acres)

10-year storm

Q=CIAI_F= **1.32** CFS

100-year storm

Q=CIAI_F= **2.07** CFS

1-year storm

Q=CIAI_F= **0.71** CFS

DIA areas		
square foot	Type	acres
0	Gravel	0.00
3928810	Forest	90.19
0	Building	0.00
0	Asphalt	0.00

Pannone Engineering Services, LLC.

DRAINAGE IMPACT CALCULATIONS

Project: Cedar Park Subdivision
Date: 13-May-21
Post Construction

Rainfall Intensity (NOAA Point Precipitation Frequency Estimates)			
I _{10-yr}	0.086		
I _{100-yr}	0.135		
I _{1-yr}	0.046		
I _F	1.000		

Runoff Calculations

C ₁	0.3	Gravel
A ₁	0.00	(Acres)
C ₂	0.25	Rap
A ₂	0.00	(Acres)
C ₃	0.85	Impervious
A ₃	5.85	(Acres)
C ₄	0.85	Asphalt/Concrete
A ₄	11.74	(Acres)
C ₅	0.17	Forest
A ₅	88.92	(Acres)

10-year storm

$Q=CIAI_F=$ **2.59** CFS

100-year storm

$Q=CIAI_F=$ **4.06** CFS

1-year storm

$Q=CIAI_F=$ **1.38** CFS

DIA areas		
square foot	Type	acres
0	Gravel	0.00
3873270	Forest	88.92
255000	Building	5.85
511528	Asphalt	11.74