

Mayor Steven J. Carrington  
Deputy Mayor Pamela Melin  
Council Member Carolina Anzilotti  
Council Member John Alcantra  
Council Member Richard W. Best  
Council Member Thomas Ojala IV  
Council Member Joshua Tudor

City Manager John Moosey  
City Clerk Shelly M. Acteson, CMC  
City Attorney Sarah Heath, Esq.

**City of Palmer, Alaska**  
**Regular City Council Meeting**  
**April 11, 2023, at 6:00 PM**  
City Council Chambers  
231 W. Evergreen Avenue, Palmer  
[www.palmerak.org](http://www.palmerak.org)

## **AGENDA**

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### **A. CALL TO ORDER**

### **B. ROLL CALL**

### **C. PLEDGE OF ALLEGIANCE**

### **D. APPROVAL OF AGENDA**

1. Approval of Consent Agenda
  - A. **Action Memorandum No. 23-019**: Confirming the Appointment of Trisha Sims to Seat B on the Board of Economic Development (BED) with a term expiring 2025, and Sarah Tudor to Seat F on the BED with a term expiring December 2023, and reappointing Janet Kincaid to Seat E on the BED with a term expiring 2025
2. Approval of Minutes of Previous Meetings
  - A. March 28, 2023, Regular Meeting

### **E. COMMUNICATIONS AND APPEARANCE REQUESTS**

1. Presentation – Governor’s Carbon Initiative, Todd Smoldon, Mat-Su Office
2. Proclamation Recognizing Tyler Aklestad and Nick Olstad Winning the 2023 Iron Dog
3. Proclamation Recognizing April 22, 2023, as Patriots of the American Revolution Remembrance Day
4. Presentation – Mat-Su Valley Planning Organization (MPO) – Kim Sollien, MSB Planning Office

### **F. REPORTS**

1. City Manager’s Report
  - A. **Information Memorandum No. 23-001**: Update of Palmer Library Expenditures
2. Mayor’s Report
3. City Clerk’s Report
4. City Attorney’s Report

### **G. AUDIENCE PARTICIPATION**

### **H. PUBLIC HEARINGS**

1. **Ordinance 23-001**: Amending the Zoning Map to Revise the Zoning Designation of Lots 8 & 9, Colony Fair Subdivision Located in Section 32, Township 18 North, Range 2 East, Seward Meridian, Alaska to be Rezoned from R-4, High Density Residential to C-L, Limited Commercial
2. **Resolution No. 23-010**: Supporting the Opening of a Social Security Office in the Mat-Su Borough

### **I. ACTION MEMORANDA**

### **J. UNFINISHED BUSINESS**

### **K. NEW BUSINESS**

**L. RECORD OF ITEMS PLACED ON THE TABLE**

**M. AUDIENCE PARTICIPATION**

**N. EXECUTIVE SESSION**

**Subjects That Tend to Prejudice the Reputation and Character of Any Person – City Clerk Evaluation – (Note: Action may be taken by the Council following the Executive Session)**

**O. COUNCIL MEMBER COMMENTS**

**P. ADJOURNMENT**

**Tentative Future Palmer City Council Meetings**

<b>Meeting Date</b>	<b>Meeting Type</b>	<b>Time</b>	<b>Notes</b>
<b>April 25, 2023</b>	Regular	6 pm	
<b>May 9, 2023</b>	Regular	6 pm	
<b>May 23, 2023</b>	Regular	6 pm	
<b>June 13, 2023</b>	Regular	6 pm	
<b>June 27, 2023</b>	Regular	6 pm	

**City of Palmer  
Action Memorandum No. 23-019**

**Subject:** Confirming the Mayor's Nomination of Trisha Sims to Seat B on the Board of Economic Development (BED) with a term expiring 2025, and Sarah Tudor to Seat F on the BED with a term expiring December 2023, and reappointing Janet Kincaid to Seat E on the BED with a term expiring 2025

**Agenda of:** April 11, 2023

**Council Action:**     **Approved**                       **Amended:** \_\_\_\_\_  
                                   **Defeated**

**Originator Information:**

**Originator:** Mayor Carrington via City Manager's Office

**Department Review:**

<b>Route to:</b>	<b>Department Director:</b>	<b>Signature:</b>	<b>Date:</b>
_____	Community Development	_____	_____
_____	Finance	_____	_____
_____	Fire	_____	_____
_____	Police	_____	_____
_____	Public Works	_____	_____

**Certification of Funds:**

Total amount of funds listed in this legislation:    \$ **600**

This legislation (√):

Creates revenue in the amount of:                      \$ \_\_\_\_\_

Creates expenditure in the amount of:                      \$ 600

Creates a saving in the amount of:                      \$ \_\_\_\_\_

Has no fiscal impact

Funds are (√):

Budgeted                      Line item(s): 03-01-10-6059

Not budgeted                      \_\_\_\_\_

Director of Finance Signature: \_\_\_\_\_

**Approved for Presentation By:**

	<b>Signature:</b>	<b>Remarks:</b>
City Manager		_____
City Attorney		_____
City Clerk	_____	_____

**Attachment(s):**

1. Board of Economic Development applications

**Summary Statement/Background:**

The Board of Economic Development is a seven-member board with two expired seats and one re-appointment.

Public notice of this recruitment was posted on the City’s website, published in The Frontiersman, and posted on the City of Palmer’s social media sites.

The applicants met code requirements and after review, Sarah Tudor and Trisha Sims are nominated for appointment to fill the vacant seats.

**Administration’s Recommendation:**

Approve Action Memorandum No. 23-019.



**City of Palmer • City Clerk's Office**  
**231 W. Evergreen Ave. Palmer, AK 99645**  
Phone: (907) 761-1301 • Fax: (907) 761-1340

**Application for City Board or Commission**

Date: 3/1/2023

Name of Board/Commission Applying For: Board of Economic Development

Name: Sarah R Tudor

Residence Address: 1040 West Josselin Lane, Palmer, AK 99645

Mailing Address: 1040 West Josselin Lane, Palmer, AK 99645

Phone Number(s):

Home: (907) 982-7734 Work: (907) 982-7734 Cell: (907) 982-7734

Email: aksugarclouds@gmail.com

Employer: Self Employed Occupation: Business Owner

Member or active interest in the following organizations:

Palmer Chamber

Gold Star Family groups

The Crossing @ Birchwood

Please explain your reason for applying (if necessary, continue on back or on a separate sheet):

I love Palmer and everything we have to offer. I have been wanting to find ways to be more involved in our community to help us flourish. I am the owner of a small business in Palmer, along with co-owner to another small business with my husband. Being on this board I would like to help expand and grow our towns small and large businesses, along with tourism expansion.

You are welcome to attach an outline of your education, work and volunteer experiences, and other interests. Please note: this form and all of the information contained on the form is subject to the Public Records Act. All information will be treated as public information.

Signature [Handwritten Signature] Date 3/7/2023

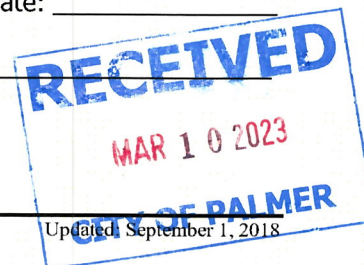
**For office use only:**

Date Received: \_\_\_\_\_ Received By: \_\_\_\_\_ Attachments?  Yes  No

Appointed:  Yes  No AM No.: \_\_\_\_\_ Council Meeting Date: \_\_\_\_\_

Reappointment Date(s): \_\_\_\_\_

Date Left Board or Commission: \_\_\_\_\_





11/22

**City of Palmer • City Clerk's Office**  
**231 W. Evergreen Ave. Palmer, AK 99645**  
 Phone: (907) 761-1301 • Fax: (907) 761-1340

**Application for City Board or Commission**

Date: 11/22/2022

Name of Board/Commission Applying For: Economic Development

Name: Trisha M. Sims

Residence Address: 540 East Caribou Ave.

Mailing Address: 540 East Caribou Ave.

Phone Number(s):

Home: 907-612-0580 Work: \_\_\_\_\_ Cell: 907-612-0580

Email: Trishasims@outlook.com

Employer: AK Small Business Dev. Center / UAA Occupation: Business Advisor - Mat-Su

Member or active interest in the following organizations:

Interested in GPCOC & attend events regularly \_\_\_\_\_

Active in Elevate Mat-Su Business Coalition \_\_\_\_\_

Please explain your reason for applying (if necessary, continue on back or on a separate sheet):

I care about my community and would love to be involved in an area that I have experience and passion in.

I currently work as a business advisor and help business owners start or grow their businesses within the region.

I am a former director of a community and economic development organization in SE Alaska, where I worked toward regional economic development (grant seeking and liaised between public and private sectors) as well as small business development.

You are welcome to attach an outline of your education, work and volunteer experiences, and other interests. Please note: this form and all of the information contained on the form is subject to the Public Records Act. All information will be treated as public information.

Signature [Handwritten Signature] Date 11/22/2022

**For office use only:**

Date Received: 11/22/22 Received By: HO Attachments?  Yes  No

Appointed:  Yes  No AM No.: \_\_\_\_\_ Council Meeting Date: \_\_\_\_\_

Reappointment Date(s): \_\_\_\_\_

Date Left Board or Commission: \_\_\_\_\_

## A. CALL TO ORDER

A regular meeting of the Palmer City Council was held on March 28, 2023, at 6:00 p.m. in the Council Chambers, Palmer, Alaska. Mayor Carrington called the meeting to order at 6:00 p.m.

## B. ROLL CALL

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

Mayor Steve Carrington, Deputy Mayor Pam Melin, John Alcantra, Carolina Anzilotti, Joshua Tudor, Thomas Ojala IV, and Richard W. Best.

Staff in attendance:

Shelly M. Acteson, CMC, City Clerk  
Brad Hansen, Community Dev. Director

Gina Davis, Finance Director  
Holly Dubose, Deputy City Clerk

## C. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was performed.

## D. APPROVAL OF AGENDA

**Main Motion: To Approve the Agenda as modified (Pull Public Hearing for Resolution No. 23-009 and move Council Member comments before Executive Session), and approval of minutes of the March 14, 2023, meeting**

Moved by:	Carrington
Seconded by:	Best
Vote:	Unanimous
Action:	Motion Carried

## E. COMMUNICATION AND APPEARANCE REQUESTS

1. Dwayne Shelton, Police Chief, swore in returning Palmer Police Officer Virginia Calvert

Mayor Carrington called a brief recess at 5:47 pm., the meeting reconvened at 6:10 pm.

## F. REPORTS

1. City Manager's Report

- Acting Manager, Brad Hanson, notified the Council and public that the library personnel have begun to set up the temporary library in the new space.
- Library books will be stored in an offsite storage facility until the new library is complete.

2. Mayor's Report

- Provided an overview of the written report in the packet.

3. City Clerk's Report

- No formal report.

- 4. City Attorney's Report
  - Provided an update of the plan to deal with the vagrancy issue.

## G. AUDIENCE PARTICIPATION

Jackie Goforth:

- Recited social media posts concerning the Museum.

Cindy Hudgins:

- Commented on the future of the Museum.

Mary Jo Parks:

- Spoke in support of the Museum.

Jennifer Williams:

- Thanked the City Council for all their efforts to support the library.

Chris Tyree:

- Commented regarding the Museum contract.

Joseph Parreira:

- Spoke favorably on the Palmer Family Park project.

Eric Anderson:

- Expressed concerns about City sales tax collected from citizens that live outside City limits.

Mike Chmielewski:

- Commented on the continuation of audio quality enhancements.

## H. PUBLIC HEARINGS

1. **Resolution No. 23-009:** A Resolution of the Palmer City Council Supporting and Encouraging a Strategic Alaska Food Reserve

This item was removed from the agenda with concurrence of the Council.

## I. ACTION MEMORANDA

1. **Action Memorandum No. 23-017:** Approving a Council Community Grant to Who Let the Girls Out in the Staff Recommended Amount of \$1,500

**Main Motion:** **Action Memorandum No. 23-017:** Approving a Council Community Grant to Who Let the Girls Out in the Staff Recommended Amount of \$1,500

Moved by:	Best
Seconded by:	Tudor
Vote:	Unanimous
Action:	Motion Carried

1. 2. **Action Memorandum No. 23-018:** Approving a Council Community Grant to Palmer Family Park in the Staff Recommended Amount of \$1,500



**Main Motion: Action Memorandum No. 23-018** Approving a Council Community Grant to Palmer Family Park in the Staff Recommended Amount of \$1,500

Moved by:	Melin
Seconded by:	Anzilotti
Vote:	Unanimous
Action:	Motion Carried

**J. UNFINISHED BUSINESS**

**K. NEW BUSINESS**

**L. RECORD OF ITEMS PLACED ON THE TABLE**

There were no items.

**M. AUDIENCE PARTICIPATION**

Jackie Goforth:

- Commented regarding the Palmer Museum.

Cindy Hudgins:

- Commented on sales tax.
- Expressed concerns with the Museum.

Eric Anderson:

- Voiced concerns regarding the influence of social media in the community.

Ron Huckstep:

- Commented on the Palmer community.

**N. COUNCIL MEMBER COMMENTS**

Mayor Carrington:

- Commented on the collection of sales tax in the greater Palmer area and asked that the Manager provide a report during a future meeting.

Council Member Melin:

- Thanked everyone for coming to the meeting this evening.
- Congratulations to Joseph Parreira for his grant approval.
- Requested an update the Public Works Director on upcoming summer maintenance projects. Council Member Best offered support.

Council Member Anzilotti:

- Attended the Our House Breakfast.
- Congratulated new Police Officer Virginia Calvert.
- Will be absent for the April 11th Council meeting.

Council Member Alcantra:

- Appreciates everyone that participates in the meetings.

Council Member Tudor:

- Thanked Chief Shelton for his attendance at the Chamber Meeting.
- Spoke in favor of an electronic vehicle charging station.

Council Member Ojala:

- Congratulated Joseph Parreira on his grant approval.
- Congratulations to Chief Shelton on his new officer.
- Thanked the public for coming to the meeting and voicing their opinions.

Council Member Best:

- Commented on the EV grant.
- Mentioned Chief Shelton's professionalism when swearing in new officers.
- Thanked all Palmer Police Officers.

Mayor Carrington called for a recess at 7:06 pm, and the meeting reconvened at 7:15 pm.

## **O. EXECUTIVE SESSION**

Matters, the Immediate Knowledge of Which Would Clearly Have an Adverse Effect Upon the Finances of the Government Unit – Palmer Museum of History and Art Contracts

(Note: action may be taken following the executive session)

A motion was made by Council Member Alcantra and second by Deputy Mayor Melin to enter executive session at 7:15 pm. The Roll Call Vote was unanimous. The regular meeting was reconvened with no objections at 9:12 pm.

## **P. ADJOURNMENT**

With no further business before the Council, the meeting adjourned at 9:12 p.m.

**Approved this 11th day of April, 2023.**

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Shelly M. Acteson, CMC, City Clerk

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Steve Carrington, Mayor



## PROCLAMATION

### RECOGNIZING TYLER AKLESTAD AND NICK OLSTAD WINNING THE 2023 IRON DOG

**WHEREAS**, the Iron Dog Snow Machine Race is an annual snowmobile race held in Alaska since 1984, covering a distance of over 2,000 miles from Anchorage to Nome and finishing in Fairbanks; and

**WHEREAS**, the race is known as the world's longest and toughest snowmobile race, testing the endurance, skills, and determination of its participants; and

**WHEREAS**, the race challenges the toughness of the athletes but also promotes the beauty and wilderness of Alaska; and

**WHEREAS**, the race brings together local communities and visitors from around the world, creating economic opportunities, and supporting small businesses; and

**WHEREAS**, hometown hero Tyler Aklestad and his race partner Nick Olstad serve as an inspiration to future generations of Alaskans and snowmobile enthusiasts, encouraging them to explore the outdoors, embrace challenges, and pursue their dreams.

**WHEREAS**, the City of Palmer recognizes the value and importance of Alaska's Iron Dog Snow Machine Race and honors the dedication, perseverance, and contributions and success of three-time Iron Dog Champions Tyler and Nick.

**NOW, THEREFORE, IT IS PROCLAIMED** by the Mayor and City Council of the City of Palmer, Alaska, do hereby proclaim April 12, 2023, to be Tyler Aklestad and Nick Olstad Day.

**IN WITNESS WHEREOF**, I have hereunto set my hand and cause the seal of the City of Palmer to be affixed on this 11th day of April, 2023.

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Steve Carrington, Mayor

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Shelly Acteson, CMC, City Clerk



## PROCLAMATION

### RECOGNIZING APRIL 22, 2023, AS PATRIOTS OF THE AMERICAN REVOLUTION REMEMBRANCE DAY

**WHEREAS**, the Sleeping Lady Chapter of the National Society of the Daughters of the American Revolution is sponsoring the 2023 Alaska State Conference of NSDAR on April 22 in the Matanuska Susitna Borough; and

**WHEREAS**, for over 125 years, the spirit of the National Society of the Daughters of the American Revolution is reflected in the over 190,000 members who are descendants of the patriots of the American Revolution who fought and gave birth to our nation; and

**WHEREAS**, the members of this society within Alaska, by virtue of their lineal descent from those patriots, feel an obligation to work for the preservation of the priceless legacy of those early American citizens through promoting historic preservation, education, patriotism and honoring the patriots of the Revolutionary War; and

**WHEREAS**, they continue to convey the true meaning of the inheritance by reminding us that our privileges to live in a free country has stemmed from loving our country, obeying its laws, respecting its flag and defending it against all enemies.

**NOW, THEREFORE, IT IS PROCLAIMED** by the Mayor and City Council of the City of Palmer, Alaska, April 22, 2023, to be Patriots of the American Revolution Remembrance Day;

And encourage all Citizens of the City of Palmer to observe this day as a means of reinforcing the priceless legacy that we inherit with our citizenship, in order to help preserve our rich culture and heritage with deep respect for the principles upon which our country was founded.

**IN WITNESS WHEREOF**, I have hereunto set my hand and cause the seal of the City of Palmer to be affixed on this 11th day of April, 2023.

\_\_\_\_\_  
Steve Carrington, Mayor

\_\_\_\_\_  
Shelly M. Acteson, CMC, City Clerk

**City of Palmer  
Information Memorandum No. 23-001**

**Subject:** Update to the Palmer City Council Regarding Palmer Public Library Expenditures

**Agenda of:** April 11, 2023

**Originator Information:**

**Originator:** John Moosey, City Manager

**Department Review:**

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
_____	Finance	_____	_____
_____	Fire	_____	_____
_____	Police	_____	_____
_____	Public Works	_____	_____

**Certification of Funds:**

Total amount of funds listed in this legislation: \$ \_\_\_\_\_

This legislation (√):


- Creates revenue in the amount of: \$ \_\_\_\_\_
- Creates expenditure in the amount of: \$ \_\_\_\_\_
- Creates a saving in the amount of: \$ \_\_\_\_\_
- Has no fiscal impact

Funds are (√):

- Budgeted      Line item(s): \_\_\_\_\_
- Not budgeted      \_\_\_\_\_

Director of Finance Signature: 

**Approved for Presentation By:**

	Signature:	Remarks:
City Manager	<u></u>	_____
City Attorney	_____	_____
City Clerk	_____	_____

**Attachment(s):**

- 1. None


**Summary Statement/Background:**

As promised, the following is a breakdown of the library facility and operational expenses incurred to date. The two lease agreements are for one year, thereafter month to month. The City has agreed to give the owners of the Arctic property a 90-day evacuation notice and a 60-day evacuation notice to the owners of the Steel Loop property.

As for potential future expenses we intend to advertise for architectural services relatively soon.

Shoring up the Library Structure	\$ 12,700.00
PND Engineers	Pending Invoice

Property	Monthly Cost	Yearly Cost
137 E Arctic Avenue (Interim Library)	\$ 6,906.00	\$ 82,872.00
640 E Steel Loop (Storage Facility)	\$ 4,062.00	\$ 48,744.00
Total Building Costs	\$ 10,968.00	\$ 131,616.00



# Palmer Mayor's Report

## April 11, 2023 Council Meeting

### Meeting Agenda

For this city council meeting we have some appointments for our BED (Board of Economic Development): Trisha Sims and Sarah Tudor and reappointing Janet Kincaid.

We have two presentations: Todd Smoldon on the Governor's Carbon Initiative and Kim Sollien on the Mat-Su Valley Planning Organization (MPO).

We have two proclamations: Recognizing Tyler Aklestad and Nick Olstad Winning the 2023 Iron Dog and A Proclamation Recognizing April 22<sup>nd</sup>, as Patriots of the American Revolution Remembrance Day.

There is also an ordinance to amend our Zoning Map for the old Profiles site from R-4, High Density Residential to C-L, Limited Commercial.


We also have **Resolution No. 23-010**: Supporting the Opening of a Social Security Office in the Mat-Su Borough. For anyone that has done the day-trip adventure at the Social Security Office in Anchorage, you will understand why I suggest we encourage opening a social security office in the Mat-Su.

At the end of our meeting we have an executive session for the City Clerk's Evaluation. The council works to do an annual evaluation for our 3 employees: Clerk, Manager and Attorney. It is customary and legal to do these in executive session. We may have gotten a little behind on our scheduling. Our City Clerk, Shelly Acteson, has been with the City of Palmer since November 2021. We will be scheduling evaluations for the Attorney and the City Manager in the next month or two.

### Saroma, our Sister City in Hokkaido Japan

Since 1977 there has been regular communication between Palmer, Alaska and Saroma Japan. In 1980 a delegation from Saroma visited Palmer and signed the Sister City Charter with Palmer. There have been many visits back and forth between our cities especially with the student exchange programs between our high school and middle school.

Traditionally the City of Palmer has contributed 25% towards the costs of the travel (approx. \$7,000), for the students and teachers traveling to Saroma. For some reason, this hasn't happened since 2019 – but students are preparing to



# Palmer Mayor's Report

travel this summer. This money is in our budget for this year (\$13,500). The students will come introduce themselves to the City Council before they leave for Japan this summer.

Also, traditionally we have had celebrations with our Sister City, Saroma either in Japan or in Palmer every 5 years. In 2020 Saroma was to host Palmer in Japan, but Covid lockdowns prevented this from happening.

Attached to this report is a letter I received from Mayor Harutomo Takeda of Saroma asking if we could discuss Saroma hosting the 45<sup>th</sup> anniversary in Saroma in 2025. Attached is my response.

## Community Happenings

April 28-29 -- Who Let the Girls Out in Palmer


April 29 - 10:30am -- [Saturday Storytime at the Musk Ox Farm in Palmer](#) with the Friends of the Palmer Library

May 6th & 7th, 2023 - 2023 Great Alaska Aviation Gathering at Alaska State Fairgrounds and the Palmer Municipal Airport, Palmer, AK

## Upcoming Communications & Appearances

April 25 – Amy Spargo, Arctic Winter Games presentation





# Palmer Mayor's Report

## Resources:

<https://www.palmerak.org/city-managers-office/page/palmer-public-library-closed-until-further-notice-click-here-more>

- <https://www.palmerak.org/sister-city-program>
- <https://www.knikbridgefacts.org/>
- <https://dot.alaska.gov/comm/pressbox/arch2022/PR22-0020.shtml>
- [https://www.muni.org/Departments/OCPD/Planning/AMATS/Documents/2027Ch12Reva\[1\].pdf](https://www.muni.org/Departments/OCPD/Planning/AMATS/Documents/2027Ch12Reva[1].pdf)
- The United Way Pamphlet (2 pages): <https://unitedwaymatsu.org/wp-content/uploads/2022/08/Matsu-United-Way-Pocket-Resource-Guide.pdf>
- The United Way Mat-Su Valley Resource Guide (57 pages): <https://unitedwaymatsu.org/wp-content/uploads/2022/08/March-2022-United-Way-Resource-Guide.pdf>
- Alaska Railroad: 100 Years Strong: <https://www.alaskarailroad.com/ArtPrint>
- Engine 557 Restoration Company: <http://557.alaskarails.org/>

*Mayor Steve Carrington*

Dear Mayor Steve Carrington,

Our relationship with you since October 1980 is still going strong today. We write this letter in both thanks and hope that this Sister-City relation only gets deeper and lasts longer. However, even now we cannot see the end of COVID-19 in the world, and hope that everyone in Palmer is both staying safe and healthy.

Currently in Japan, COVID-19 is undeniably on the rise, because of this we have to think about the health and safety of both the people of Saroma and Palmer in regards to COVID-19. It is with a heavy heart that we say this, but the plans for the sister city exchange for 2022 be cancelled. We know both people in Saroma and Palmer were looking forward to this after 3 years, and want to deeply apologize for this cancellation.

Despite this situation we are still thinking of our relationship over the past 40 years and want you to know that we still treasure it.

In regards to the 45<sup>th</sup> anniversary of Palmer and Saroma's sister-city relationship in 2025, we know that it is supposed to take place in Palmer. However, we would like to request that the 45<sup>th</sup> anniversary be held here, in Saroma. We know many people have been eager to come visit everyone here in Saroma, and think this would be a great alternative due to the cancellation of 40<sup>th</sup> anniversary.

We would appreciate both yours and Palmer-Saroma Kai's input in regards to the 45<sup>th</sup> anniversary, and look forward to hearing from you. We hope you have a happy new year!

<<Matters to Discuss>>

- 45<sup>th</sup> anniversary taking place in Saroma in 2025

We would like a response or dialogue before March 31<sup>st</sup>, 2023 (Friday).

February 15, 2023

Sincerely,



Mayor Harutomo Takeda



**Steve Carrington  
Mayor**

Phone: (907) 761-1301  
Direct: (907) 761-1312  
Fax: (907) 761-1340  
Email: [hdubose@palmerak.org](mailto:hdubose@palmerak.org)

231 W. Evergreen Ave.  
Palmer, Alaska 99645-6952  
[www.palmerak.org](http://www.palmerak.org)

Mayor Harutomo Takeda  
Saroma Town Office  
3-1 EIDAICHO  
TOKORO GUN SAROMA CHO  
Hokkaido

Dear Mayor Takeda,

Thank you for taking the time to reach out regarding the upcoming 45<sup>th</sup> anniversary of Palmer and Saroma's sister-city. We understand the reason for the prior cancellation, and we to believe that putting the health and safety of Saroma and Palmers people is a high priority.

We greatly appreciate the invitation and would be honored to celebrate the 45<sup>th</sup> anniversary of our cities ongoing relationship in Saroma in 2025. I look forward to further discussion and planning.

Respectfully,

Steve Carrington  
City of Palmer Mayor

**City of Palmer**

**City of Palmer  
Ordinance No. 23-001**

**Subject:** Amending the Zoning Map to Revise the Zoning Designation of Lots 8 & 9, Colony Fair Subdivision Located in Section 32, Township 18 North, Range 2 East, Seward Meridian, Alaska to be Rezoned from R-4, High Density Residential, to C-L, Limited Commercial


**Agenda of:** March 28, 2023 and April 11, 2023

**Council Action:**     **Adopted**                       **Amended:** \_\_\_\_\_  
                                   **Defeated**

**Originator Information:**

**Originator:**    Brad Hanson, Community Development Director

**Department Review:**

Route to:	Department Director:	Signature:	Date:
_____	Community Development		February 28, 2023
_____	Finance	_____	_____
_____	Fire	_____	_____
_____	Police	_____	_____
_____	Public Works	_____	_____

**Certification of Funds:**

Total amount of funds listed in this legislation:    \$ \_\_\_\_\_

- This legislation (√):
- Creates revenue in the amount of:                      \$ \_\_\_\_\_
  - Creates expenditure in the amount of:                      \$ \_\_\_\_\_
  - Creates a saving in the amount of:                      \$ \_\_\_\_\_
  - Has no fiscal impact

Funds are (√):

- Budgeted                      Line item(s): \_\_\_\_\_
- Not budgeted                      \_\_\_\_\_

Director of Finance Signature: \_\_\_\_\_

**Approved for Presentation By:**

	Signature:	Remarks:
City Manager	_____	_____
City Attorney	_____	_____
City Clerk	_____	_____

**Attachment(s):**

1. Ordinance No. 23-001
2. Planning and Zoning Commission Resolution No. 23-001 with Findings of Facts
3. Planning and Zoning Commission Minutes for February 16, 2023 (Draft Copy)
4. Staff Report
5. Public Notice and Vicinity Map for Commission Public Hearing of February 16 & City Council Public Hearing of April 11, 2023
6. Zoning Map Amendment Application
7. Public Comments Received for Commission and City Council Public Hearing

**Summary Statement/Background:**

On December 29, 2022, Barbara & Joseph Gerard initiated a zoning map amendment to change the zoning designation of Lots 8 and 9, Colony Fair subdivision to be rezoned from R-4, High Density Residential to C-L, Limited Commercial District.

The owners are requesting a zone change to open opportunities for light commercial activities to serve the residential needs of the surrounding community. As Limited Commercial, it will increase the likelihood of attracting businesses that will strengthen Palmer and grow the local economy by providing goods and services that are needed by residents that live nearby. Both lots have been used as a permitted preschool and childcare business for the last 28 years; the proposed rezone is an expansion of use. Existing utilities, accesses and parking are sufficient for any type of permitted use in the C-L District. The surrounding area of these lots includes a mix of low density, high density residential uses and general commercial uses. The proposed rezone would provide a compatible buffer between residential uses and general commercial activities. The zoning map amendment would support the objectives and goals of the City's Comprehensive Plan by encouraging commercial development that would expand the commercial footprint of Palmer.

Ordinance No. 23-001 will change the zoning designation of Lots 8 and 9, Colony Fair subdivision from R-4, High Density Residential to C-L, Limited Commercial District.

**Administration's Recommendation:**

Adopt Ordinance No. 23-001 to amend the Zoning Map to revise the designation of Lots 8 and 9, Colony Fair subdivision located in Section 32, Township 18 North, Range 2 East, Seward Meridian, Alaska to be rezoned from R-4, High Density Residential to C-L, Limited Commercial District.

**LEGISLATIVE HISTORY**

Introduced by: Manager Moosey  
Date: 3.28.2023  
Public Hearing: 4.11.2023  
Action:  
Vote:

Yes:	No:

CITY OF PALMER, ALASKA

**Ordinance No. 23-001**

**An Ordinance of the Palmer City Council Amending the Zoning Map to Revise the Zoning Designation of Lots 8 and 9, Colony Fair subdivision located in Section 32, Township 18 North, Range 2 East, Seward Meridian, Alaska to be rezoned from R-4, High Density Residential to C-L, Limited Commercial**

WHEREAS, Barbara & Joseph Gerard, have initiated a zoning map amendment application on December 29, 2022, to change the zoning designation of Lots 8 and 9, Colony Fair subdivision to be rezoned from R-4, High Density Residential to C-L, Limited Commercial; and

WHEREAS, a request for a zoning map amendment must be reviewed by the Planning and Zoning Commission and a recommendation reflecting the findings of the Commission must be forwarded to the City Council; and

WHEREAS, on January 30, 2023, 182 public hearing notices were mailed to property owners within 1,200' of the site in accordance with 17.80.030. Notification of the public hearing was published in the Frontiersman on February 10, 2023. A total of 9 written comments were received in response with 4 in favor, 2 opposed, 2 no objection and 1 general comment; and

WHEREAS, Chapter 6 Goal 4 of the Comprehensive Plan encourages new commercial developments, so residents of Palmer, residents of surrounding areas, and visitors can find the goods and services they need in Palmer; and

WHEREAS, Chapter 6, Goal 1, Objective A recommends guiding growth and development patterns for the right balance of residential and commercial uses, to ensure the City maintains its fiscal health; and

WHEREAS, Chapter 7, Economic Vitality, of the City of Palmer Comprehensive Plan Goal 3 identifies the need for strengthening Palmer's role as a place to shop for residents of Palmer, residents of surrounding areas and visitors; and

WHEREAS, Objective A of Goal 3, of the Plan mentions the need to provide space for commercial expansion; set high standards to ensure quality development. Objective A also notes that commercial growth is essential to Palmer's quality of life and economic health; and

WHEREAS, Objective A of Goal 3 notes that the Comprehensive Plan policies are intended to ensure appropriate and sufficient land is zoned to encourage investors and business owners to make investments that expand the commercial products and services available in Palmer.

THE CITY OF PALMER, ALASKA, ORDAINS:

Section 1. Classification. This ordinance shall be permanent in nature and shall be incorporated into the Palmer Municipal Code.

Section 2. Severability. If any provisions of this ordinance or application thereof to any person or circumstances are held invalid, the remainder of this ordinance and the application to the other persons or circumstances shall not be affected thereby.

Section 3. The City of Palmer Zoning Districts Map dated October 2022 is hereby amended to revise the zoning designation of Lots 8 and 9, Colony Fair subdivision located in Section 32, Township 18 North, Range 2 East, Seward Meridian, Alaska from R-4, High Density Residential to C-L, Limited Commercial.

Section 4. Effective Date. Ordinance No. 23-001 shall take effect upon adoption by the Palmer City Council.

**Passed and approved** this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Steve Carrington, Mayor

\_\_\_\_\_  
Shelly M. Acteson, CMC, City Clerk

PALMER PLANNING AND ZONING COMMISSION

RESOLUTION NO. 23-001

A RESOLUTION OF THE PALMER PLANNING AND ZONING COMMISSION RECOMMENDING CITY COUNCIL APPROVE A ZONING MAP AMENDMENT FOR LOTS 8 AND 9, COLONY FAIR, TO BE REZONED FROM R-4, HIGH DENSITY RESIDENTIAL TO C-L, LIMITED COMMERCIAL, LOCATED IN SECTION 32, TOWNSHIP 18 NORTH, RANGE 2 EAST, SEWARD MERIDIAN

WHEREAS, Barbara and Joseph Gerard, Owners, have initiated a Zoning Map Amendment application on December 29, 2022, to change the zoning designation for Lots 8 and 9, Colony Fair subdivision from R-4, High Density Residential to C-L, Limited Commercial; and

WHEREAS, a request for a zoning map amendment must be reviewed by the Planning and Zoning Commission and a recommendation reflecting the findings of the Commission must be forwarded to the City Council; and

WHEREAS, on January 30, 2023, 182 public hearing notices were mailed to property owners within 1,200' of the site in accordance with 17.80.030. Notification of the public hearing was published in the Frontiersman on February 10, 2023. A total of 9 comments were received in response, with 4 in favor of, 2 opposed, 2 no objection and 1 general comment; and

WHEREAS, Chapter 6 Goal 4 of the Comprehensive Plan encourages new commercial developments, so residents of Palmer, residents of surrounding areas, and visitors can find the goods and services they need in Palmer; and

WHEREAS, Chapter 6, Goal 1, Objective A recommends guiding growth and development patterns for the right balance of residential and commercial uses, to ensure the City maintains its fiscal health; and

WHEREAS, Chapter 7, Economic Vitality, of the City of Palmer Comprehensive Plan Goal 3 identifies the need for strengthening Palmer's role as a place to shop for residents of Palmer, residents of surrounding areas and visitors; and

WHEREAS, Objective A of Goal 3, of the Plan mentions the need to provide space for commercial expansion; set high standards to ensure quality development. Objective A also notes that commercial growth is essential to Palmer's quality of life and economic health; and

WHEREAS, Objective A of Goal 3 notes that the Comprehensive Plan policies are intended to ensure appropriate and sufficient land is zoned to encourage investors and business owners to make investments that expand the commercial products and services available in Palmer.

The following facts support a finding that this zone change is in accordance with the Zoning Code, Title 17, and the Comprehensive Plan:

**Fact 1:**

- a) The proposed change would support the objectives and goals of the City's Comprehensive Plan by encouraging commercial activities that will increase the availability of goods and services for residents and visitors.



- b) The proposed change will provide light commercial activities that will encourage spending and stimulate economic vitality.

**Fact 2:**

- a) The property for the proposed rezone is contiguous to P-Public (Bugge Park) and CG, General-Commercial in the surrounding area to the North; R-1, Single-family Residential to the West; R-4, High Density Residential and CG, General-Commercial in the surrounding area to the South; and R-2, Low Density Residential to the East of the lots.
- b) The lot adjacent to the proposed rezone to the South side of the property is multi-family housing/apartments. Among the other comparable land uses in the subject area are residential neighborhoods as well as other businesses and retail, such as the post office, daycare facility, gas station and other professional services. Many restaurants and dining establishments are within walking distance from the property, convenient for residents and visitors of Palmer.
- c) The established land use pattern of the property as a childcare facility for 28 years has provided a service and been compatible with the residential and commercial activities of the surrounding area. The proposed change to C-L, Limited Commercial would provide a buffer zone that transitions heavier commercial uses located along West Arctic Avenue and West Evergreen Avenue to higher density residential uses of the apartments located along South Cobb Street.

**Fact 3:**

- a) This property lies between South Glenn Highway and South Cobb Street; and both lots have a separate access and share a wide egress on South Cobb Street, allowing adequate flow of traffic along with incoming and outgoing visitors.
- b) Existing utilities are adequate to serve the proposed use of property as Limited Commercial; water, sewer and garbage services are existing and adequate to support the proposed change. Streets are adequate to support the proposed change since the property has been used as a childcare facility with approximately 100 vehicles coming and going from the facility daily.
- c) The proposed change is from R-4, High Density Residential to CL, Limited Commercial; there would be little to no impact on public schools since the proposed change would be for commercial enterprise. The nearest public school is approximately 1.1 miles from the property.
- d) The proposed change from R-4, High Density Residential to C-L, Commercial Limited will have no impact on public streets as both lots provide adequate off-street parking so as to not burden S. Cobb Street.

**Fact 4:**

- a) The changed condition of the subject parcel will be the zoning designation of the property from R-4 to C-L. The established land use of the property has been to provide a service for the residents of the community; by rezoning the property to CL, it will expand the types of service or commercial enterprises offered to the community.
- b) The changed conditions of the surrounding properties include the recent addition of the stoplight at South Cobb Street and West Evergreen Avenue; the extension of Bogard Road from the intersection of West Arctic Avenue; and additional businesses on and along South Cobb Street, all of which support the proposed rezone change for economic development and more compatible use of land.


**Fact 5:**

- a) The proposed change does not grant the owner any special privilege as the property in question is contiguous to existing high density residential zoning and is near commercial development.
- b) The proposed change is consistent with the public welfare by upgrading the zoning designation from R-4 to C-L to permit the use of this property to be expanded to include commercial activity for the benefit of Palmer residents and visitors.

NOW, THEREFORE, BE IT RESOLVED that the Palmer Planning and Zoning Commission does hereby recommend the City Council approve the Zoning Map Amendment for Lots 8 and 9, Colony Fair subdivision from R-4, High Density Residential to C-L, Limited Commercial.

Passed by the Planning and Zoning Commission of the City of Palmer, Alaska, this 16<sup>th</sup> day of February, 2023.

  
Casey Peterson, Chairman

  
Kimberly A. McClure  
Community Development Specialist

**PLANNING & ZONING COMMISSION  
CITY OF PALMER, ALASKA  
REGULAR MEETING  
THURSDAY, FEBRUARY 16, 2023  
6:00 P.M. - COUNCIL CHAMBERS**

**A. CALL TO ORDER:**

The regular meeting of the Planning and Zoning Commission was called to order at 6:00 p.m.

**B. ROLL CALL:**

Constituting a quorum, present in person were Commissioners:

Casey Peterson, Chair  
Penny Mosher, Vice Chair  
John Murphy  
Kristy Thom-Bernier  
(Vacant)

Present via Zoom video/teleconference were Commissioners:

Lisbeth Jackson

Absence(s) excused without objection:

Linda Combs

Also present were:

Brad Hanson, Community Development Director  
Kimberly McClure, Community Development Specialist  
Pam Whitehead, Recording Secretary (via Zoom teleconference)

**C. PLEDGE OF ALLEGIANCE:** The Pledge was performed.

**D. APPROVAL OF AGENDA:**

The agenda was approved as presented by all members present.

[Thom Bernier, Murphy, Jackson, Mosher, Peterson]

**E. MINUTES OF PREVIOUS MEETINGS:**

1. Regular Meeting of October 20, 2022 - pending
2. Regular Meeting of January 19, 2023 - pending

**F. REPORTS:**

Director Hanson updated regarding Arctic Avenue and recent discussion with DOT Safety Engineer for the South Central Region; also briefly updated regarding status of the recent Library roof collapse.

**G. AUDIENCE PARTICIPATION:** None.

**H. PUBLIC HEARINGS:**

1. **Resolution No. 23-001:** A Resolution of the Palmer Planning and Zoning Commission Recommending City Council Approve a Zoning Map Amendment for Lots 8 & 9, Colony Fair Subdivision to be rezoned from R-4, High Density Residential to CL - Limited

Commercial, Located in Section 32, Township 18 North, Range 2 East, Seward Meridian.

Director Hanson provided a staff report informing that the applicants/owners of the property are Barbara and Joseph Gerard and that on January 30, 2023, 182 public hearing notices were mailed to property owners within 1200' of the site. Notification and publication requirements pursuant to code have been met. A total of 9 written comments were received in response, with 4 in favor of, 2 opposed, 2 no objection and 1 general comment. He provided background as to site information, parcel size, existing zoning, surrounding land uses, considerations, and code requirements.

**Findings of Fact:**

Pursuant to PMC 17.80.036 C, the report of the Commission shall give consideration as to what effect the proposed change would have on public health, safety, welfare and convenience, and for a map amendment show whether:

**Fact 1)** The proposed change is in accordance with the borough and city comprehensive plans.

Staff finds the following support in the Comprehensive Plan:

a) Chapter 6 Goal 4 of the Comprehensive Plan encourages new commercial developments so residents of Palmer, residents of surrounding areas, and visitors can find the goods and services they need in Palmer.

b) Chapter 6, Goal 1, Objective A recommends guiding growth and development patterns for the right balance of residential and commercial uses, to ensure the City maintains its fiscal health.

c) Chapter 7, Economic Vitality, of the City of Palmer Comprehensive Plan Goal 3 identifies the need for strengthening Palmer's role as a place to shop for residents of Palmer, residents of surrounding areas and visitors.

d) Objective A of Goal 3, of the Plan mentions the need to provide space for commercial expansion; set high standards to ensure quality development. Objective A also notes that commercial growth is essential to Palmer's quality of life and economic health.

e) Objective A of Goal 3 notes that the Comprehensive Plan policies are intended to ensure appropriate and sufficient land is zoned to encourage investors and business owners to make investments that expand the commercial products and services available in Palmer.

**Fact 2)** The proposed change is compatible with surrounding zoning districts and the established land use pattern.

Staff finds:

a) The property for the proposed rezone is contiguous to P-Public (Bugge Park) and CG, General Commercial in the surrounding area to the North; R-1, Single-family Residential to the West; R-4, High Density Residential and CG, General-Commercial in the surrounding area to the South; and R-2, Low Density Residential to the East of the lots.

b) The lot adjacent to the proposed rezone to the South side of the property is multi-family housing/apartments. Among the other comparable land uses in the subject area are residential neighborhoods as well as other businesses and retail, such as the post office, daycare facility, gas station and other professional services. Many restaurants and dining establishments are within walking distance from the property, convenient for residents and visitors of Palmer.

c) The established land use pattern of the property as a childcare facility for 28 years has provided a service and been compatible with the residential and commercial activities of the surrounding area. The proposed change to C-L, Limited Commercial, would provide a buffer zone that transitions heavier commercial uses located along West Arctic Avenue and West Evergreen Avenue to higher density residential uses of the apartments located along South Cobb Street.

**Fact 3)** Public facilities such as schools, utilities, and streets are adequate to support the proposed change.

Staff finds:

a) This property lies between South Glenn Highway and South Cobb Street; and both lots have a separate access and share a wide egress on South Cobb Street, allowing adequate flow of traffic along with incoming and outgoing visitors.

b) Existing utilities are adequate to serve the proposed use of property as Limited Commercial; water, sewer and garbage services are existing and adequate to support the proposed change. Streets are adequate to support the proposed change since the property had been used as a childcare facility with approximately 100 vehicles coming and going from the facility daily.

c) The proposed change is from R-4, High Density Residential to CL, Limited Commercial; there would be little to no impact on public schools since the proposed change would be for commercial enterprise. The nearest public school is approximately 1.1 miles from the property.

d) The proposed change from R-4, High Density Residential, to C-L, Commercial Limited, will have no impact on public streets as both lots provide adequate off-street parking so as to not burden S. Cobb Street.

**Fact 4):** Changed conditions affecting the subject parcel or the surrounding neighborhood support the proposed change.

Staff finds:

a) The changed condition of the subject parcel will be the zoning designation of the property from R-4 to C-L. The established land use of the property has been to provide a service for the residents of the community; by rezoning the property to C-L, it will expand the types of service or commercial enterprises offered to the community.

b) The changed conditions of the surrounding properties include the recent addition of the stoplight at South Cobb Street and West Evergreen Avenue; the extension of Bogard Road from the intersection of West Arctic Avenue; and additional businesses on and along South Cobb Street, all of which support the proposed rezone change for economic development and more compatible use of land.

**Fact 5):** The proposed change is consistent with the public welfare and does not grant a special privilege to the owner(s).

Staff finds:

a) The proposed change does not grant the owner any special privilege as the property in question is contiguous to existing high density residential zoning and is near commercial development.

b) The proposed change is consistent with the public welfare by upgrading the zoning designation from R-4 to C-L to permit the use of this property to be expanded to include commercial activity for the benefit of Palmer residents and visitors.

**Staff Recommendation:**

Based on the information provided by the applicant, public comments received before publication of this report and staff analysis, staff recommends approval of the request to a zoning map amendment from R-4, High Density Residential to C-L, Commercial Limited for Lots 8 and 9, Colony Fair, is consistent with and in conformance with the Palmer Comprehensive Plan.

If following the Public Hearing, the Commission finds that the applicant's proposal conforms to the Palmer Comprehensive Plan and Zoning Code provisions, then staff recommends that the Commission approve this request for zoning map amendment for Lots 8 and 9, Colony Fair from R-4, High Density Residential to C-L Commercial Limited and forward a recommendation for approval to the City Council.

If the final vote of the Commission is not to approve the rezone, the Commission's decision is final unless the initiating party or property owner files a written statement with the City Clerk within 20 days of the Commission's decision requesting that the zoning map amendment be considered by the City Council.

**Public Hearing:** Chair Peterson opened the public hearing at 6:25 p.m.

**Applicant's Presentation:**

Barbara Gerard, co-owner/applicant, testified in favor of the requested rezone and responded to Commissioner questions. (Written owner/applicant testimony is contained in the packet (pp. 24-29).

There being no others coming forward to testify, Chair Peterson closed the public hearing at 6:29 p.m. and brought the matter back before the Commission. Director Hanson responded to Commissioner questions regarding the process going forward.

<b>Main Motion:</b>	<b>For approval of Resolution No. 23-001 for Zoning Map Amendment for Lots 8 &amp; 9, Colony Fair Subdivision, to be rezoned from R-4, High Density Residential, to C-L Limited Commercial, located in Section 32, Township 18 North, Range 2 East, Seward Meridian, including Staff Findings of Fact and Recommendation, as presented, and move forward to City Council with a recommendation for approval.</b>
Moved by:	Mosher
Seconded by:	Thom-Bernier
Vote:	Unanimous [Thom Bernier, Murphy, Jackson (via Zoom), Mosher, Peterson]
Action:	Motion Carried by roll call vote.

Director Hanson recited the right to appeal process.

2. **Resolution No. 23-002:** A Resolution of the Palmer Planning and Zoning Commission Granting a Variance to PMC 17.20.060(C)1) Minimum Setback Requirements in the R-1 District to allow for a 15-foot reduction to the required 25-foot front yard setback located on Lot 2, Promissory Point, in Section 5, Township 17 North, Range 2 East, Seward Meridian.

Director Hanson provided a staff report informing that the applicant/owner of the property is Noel Kopperud and that on January 30, 2023, 53 public hearing notices were mailed to property owners within 1200' of the site. Notification and publication requirements pursuant to code have been met. One written response was received which was read into the record (not in favor). He provided background including site information, parcel size, existing zoning, surrounding land uses, considerations, and code requirements.

Findings of Fact for Granting a Variance pursuant to PMC 17.76.020:

**A.** That there are unusual circumstances applying to the property that do not apply generally to other properties in the same vicinity and that the problem of the applicant is not the result of his own action;

Staff Findings:

1) The applicant entered into an agreement with the City of Palmer and executed a Deed for Easement for sewer and water mains and services to run along the north 30' of the lot increasing to 50' in certain areas. Unlike other properties in the vicinity, Lot 2, Promissory Point, is burdened by this easement.

2) Due to the easement along the north side of the property, the steep 40' elevations along the south and southeast portion of the property and the required 25' front yard setback lying to the west of the property, these conditions create an unreasonable hardship to develop the remaining triangular shaped area to be utilized for a single-family dwelling.

3) Multiple conditions consisting of unusual lot shape, topographic conditions and required setbacks, combine to create the unusual circumstances applying to this property that do not apply to the surrounding properties in the area.

**B.** That strict interpretation of this title would deprive the applicant of the rights commonly enjoyed by other properties in the same district under the terms of this title.

Staff Findings:

1) Other properties in the R-1 district have 25' front and rear setbacks with either a 6' or 10' side yard setback.

2) The strict application of this title would deprive the applicant of the rights commonly enjoyed by other properties in the same district under the terms of this title if Lot 2, Promissory Point was developed in compliance with PMC 17.20.060(C)1) Minimum Setback Requirements. Minimum setback requirements would deny the applicant of having as much useable lot space as commonly enjoyed by owners of lots with similar dimensions in this area because of peculiar topography of the lot and an easement uniquely applying to this lot.

**C.** That the authorization of the variance will not be injurious to nearby property nor harmful to the public welfare.

Staff Findings:

1) There is no evidence to support a finding that granting the variance will be injurious to nearby property or harmful to the public welfare as the lot is set apart from neighboring properties due to elevation on one side and being adjacent to the rear yards of a recently created but undeveloped subdivision on the other side.

**D.** That the granting of the variance will be in harmony with the objectives of this title and the comprehensive plans.

Staff Findings:

1) The intent of the R-1 district is to establish a district in which the principal use of land is for single-family dwellings and to encourage construction of and use of the land for single-family dwellings.

2) The strict application of PMC 17.20.060(C)(1) Minimum Setback Requirements would significantly impact the development of the lot for residential purposes.

3) Granting of the variance will be in harmony with the City of Palmer Comprehensive Plan which states in Chapter 6, Land Use, Goal 2, "Maintain high quality residential neighborhoods; promote development of a range of desirable new places to live in Palmer."

**E.** That the application is due to unusual lot shape, topographic condition or governmental action or regulations which render the property unusable.

Staff Findings:

1) The variance application of Lot 2, Promissory Point is due to unusual triangular lot shape, topographic conditions showing contours of 40' elevations on majority of the property and required setbacks which combine to significantly impact the development of the lot for a single-family dwelling. As a result of the topographical conditions on Lot 2, the 33,304sf lot is reduced to a buildable area of approximately 4,000sf based on information provided by the applicant.

**F.** That the granting of the variance will not permit a land use in a district in which that use is prohibited.

Staff Findings:

1) The granting of this variance will permit a land use that is a permitted use in the R-1 Single-family Residential District by relaxing the terms of this title relating to required setbacks to encourage the use of the land for construction of a single-family dwelling.

Staff Recommendation:

A variance must meet each requirement under PMC 17.76.020. Staff recommends granting of the variance for Lot 2, Promissory Point, reducing the minimum front yard setback required by PMC 17.20.060(C)(1) from 25 feet to 10 feet based on the following conditions:

1) Development is limited to a single-family residential dwelling with provision of adequate off-street parking area in compliance with PMC 17.64; no parking shall be allowed within the reduced 10' front yard setback; and

2) All development must comply with all city, borough, state, and federal rules, laws and statutes.



Director Hanson responded to Commissioner clarification questions.

**Public Hearing:** Chair Peterson opened the public hearing at 6:53 p.m.

**Applicant's Presentation:**

Noel Kopperud, owner/applicant, testified in favor of the requested variance and responded to Commissioner questions.

Gena Ornquist, Palmer resident, gave testimony regarding her concerns related to the requested variance.

There being no others coming forward to testify, Chair Peterson closed the public hearing at 7:15 p.m., and brought the matter back before the Commission with a call for the motion.

Prior to adopting the following amended motion, Commissioner Thom-Bernier offered a motion for approval of Resolution 23-002, but it did not include the Commission's approval of Staff Findings and Recommendation. Therefore, prior to completion of the vote, she amended the motion to include same as follows:

<b>Main Motion, as amended:</b>	<b>For approval of Resolution No. 23-002, Granting a Variance to PMC 17.20.060(C)(1) Minimum Setback Requirements in the R-1 District to allow for a 15-foot reduction to the required 25-foot front yard setback located on Lot 2, Promissory Point, in Section 5, Township 17 North, Range 2 East, Seward Meridian, including Staff Findings of Fact A-F and Staff Recommendation to grant the variance with Conditions 1-2, as presented.</b>
Moved by:	Thom-Bernier
Seconded by:	Mosher
Vote:	Unanimous [Thom-Bernier, Murphy, Jackson (via Zoom), Mosher, Peterson]
Action:	Motion Passed by roll call vote.

Director Hanson recited the rights to appeal of the Commission's action pursuant to code.

**I. UNFINISHED BUSINESS:** None.

**J. NEW BUSINESS:** None.

**K. PLAT REVIEWS:** None.

**L. PUBLIC COMMENTS:** There were no additional public comments.

**M. COMMISSIONER COMMENTS:**

**Chair Casey:**

- thanked those who offered testimony during the public hearings;
- commended Commissioner Thom-Bernier for her expertise in putting forth the motion for approval.

**Commissioner Thom-Bernier:**

- announced the concerts slated for the upcoming Alaska State Fair; checkout [alaskastatefair.org](http://alaskastatefair.org) for information and tickets.

**N. ADJOURNMENT:**

There being no further business, the meeting adjourned without objection at **7:28** p.m.

**APPROVED by the Planning and Zoning Commission this \_\_\_\_ day of \_\_\_\_\_, 2023.**

\_\_\_\_\_  
Casey Peterson, Chair

\_\_\_\_\_  
Brad Hanson, Community Development Director



# Community Development Zone Change Application

## Staff Report to Commission

### **PART I. GENERAL INFORMATION**

<b>Location:</b>	Lots 8 & 9, Colony Fair subdivision	
<b>Site Address:</b>	260 & 240 S. Cobb Street, Palmer Alaska 99645	
<b>Request:</b>	To re-zone both lots from R-4, High Density Residential to CL – Commercial Limited	
<b>Applicant(s) &amp; Owner:</b>	Barbara & Joseph Gerard	
<b>Public Hearing Date:</b>	February 16, 2023	
<b>Notification Requirements:</b>	In accordance with 17.80.030	
On January 30, 2023, 182 public hearing notices were mailed to property owners within 1,200' of the site. Notification of the public hearing was published in the Frontiersman on February 10, 2023. A total of 5 written comments were received in response, with 2 in favor of, 0 opposed, 2 no objection and 1 general comment.		

### **PART II. BACKGROUND**

#### **Site Information:**

Lots 8 & 9, Colony Fair subdivision, are double frontage lots between South Glenn Highway and South Cobb Street that only have access from South Cobb Street. The Lots are located between Lot 7, Colony Fair, zoned R-4, High Density Residential and Lot 10, Colony Fair, zoned P, Public (Bugge Park).

The plat was recorded on June 4, 1976, and structures were built in 1995 & 1999. For the last 28 years, the lots have been used as a preschool and childcare facility, Profiles of Excellence, licensed for 86 children. Both lots have existing parking adequate for any use permitted in the C-L District, water, sewer and garbage services and separate accesses onto South Cobb Street.

The lots are surrounded by a mix of residential and commercial uses with multi-family housing, Palmer Post Office and U-Haul lying directly south of the properties. Lot 9 is adjacent to Bugge Park and located within 350' of the Fred Meyer gas station which lies north of the subject property.

#### **Parcel Size:**

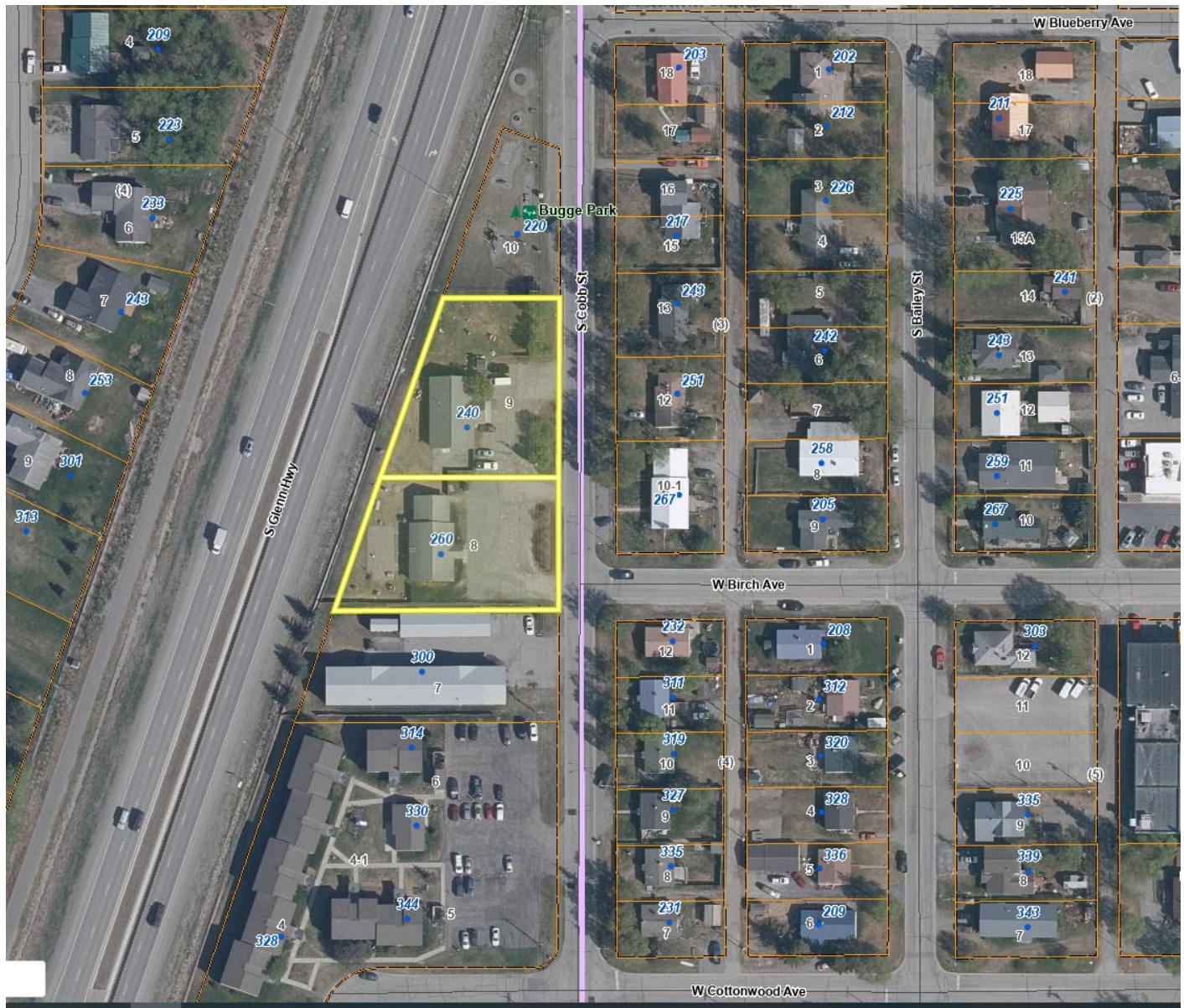
Lot 8 is 0.49 acres, 21,344 square feet and Lot 9 is 0.48 acres, 20,909 square feet.

#### **Existing Zoning:**

R-4, High Density Residential

**Surrounding Land Uses:**

	<b>Zoning</b>	<b>Land use for surrounding areas</b>
North	P & CG	Bugge Park & Fred Meyer gas station
East	R-2	Low density residential, ARRC #1 subdivision
South	R-4 & CG	Multi-family/apartments, post office & U-Haul
West	R-1	Single family, The Highlands subdivision across S. Glenn Highway



**Considerations:**

The intent of the **R-4**, High Density Residential District is to establish residential areas with a combination of multiple-family structures and single-family residences with a high population density. The intent of the **C-L**, Limited Commercial District is for the principal use of land for a combination of dwellings and commercial enterprises which provides the daily or frequent convenience shopping and personal service needs of residences, servicing a population and trade area which is less than that

served by the General Commercial District. Specifically, to provide a buffer zone between heavy uses allowed in the general commercial area and the residential areas; and to permit an intermingling of commercial structures and housing.

- For 28 years, Profiles of Excellence Preschool and Childcare, licensed for 86 children, co-existed with the neighbors living across the street and the apartment complex next door, even with 100 plus vehicles coming to the day care and going each day. The childcare facility is no longer operating.
- Both lots have been used as a permitted preschool and childcare business for the last 28 years; the proposed rezone is an expansion of use. Existing utilities, accesses and parking are sufficient for any type of permitted use in the C-L District. Lot 8 contains 13 parking spaces and Lot 9 contains 8 parking spaces; adequate parking for the most intense uses (medical, professional, retail) in the C-L District. Site plan showing parking spaces is attached.
- The requested rezone would open opportunities for light commercial activities to serve the residential needs of the surrounding community. As Limited Commercial, it will increase the likelihood of attracting businesses that will strengthen Palmer and grow the local economy by providing goods and services that are needed by residents that live nearby.

### **Code Requirements:**

In the C-L Limited Commercial District, the required minimum lot width is 60 feet, and the required minimum lot area is 7,200 square feet. Lot 8 is approximately 118' wide with an approximate lot size of 21,192 square feet; and Lot 9 is approximately 160' wide with an approximate lot size of 21,034 square feet.

### **PART III. FINDINGS OF FACT**

(PMC 17.80.036.C) The report of the Commission shall give consideration as to what effect the proposed change would have on public health, safety, welfare and convenience, and for a map amendment show whether:

**Fact 1)** The proposed change is in accordance with the borough and city comprehensive plans;

#### Applicant's response:

The MSB Planning staff are creating a revised community-based comprehensive planning process. According to the MSB Comprehensive Plan Update, the Borough recognizes it has experienced significant changes in demographics and economics; however, Policy LU2-1: Develop and implement regulations that protect residential development by separating incompatible uses, *while encouraging uses that support such residential uses including office, commercial and other mixed-use developments that are shown to have positive cumulative impacts to the neighborhood.*

Palmer's Comprehensive Plan's goals include *improving the local economy and expanding local business specific to attracting well-paying professional jobs* in engineering, science, health care to strengthen Palmer, to build a self-sufficient community where more goods and services that residents need are available in town. *The goals speak of developing an economically vital area, including a mix of uses, residential and commercial, allowing a practical balance between community policies that guide growth and the benefits of allowing individuals and businesses to develop properties as they see fit.*

#### Staff finds the following support in the Comprehensive Plan:

- a) Chapter 6 Goal 4 of the Comprehensive Plan encourages new commercial developments, so residents of Palmer, residents of surrounding areas, and visitors can

find the goods and services they need in Palmer.

- b) Chapter 6, Goal 1, Objective A recommends guiding growth and development patterns for the right balance of residential and commercial uses, to ensure the City maintains its fiscal health.
- c) Chapter 7, Economic Vitality, of the City of Palmer Comprehensive Plan Goal 3 identifies the need for strengthening Palmer's role as a place to shop for residents of Palmer, residents of surrounding areas and visitors.
- d) Objective A of Goal 3, of the Plan mentions the need to provide space for commercial expansion; set high standards to ensure quality development. Objective A also notes that commercial growth is essential to Palmer's quality of life and economic health.
- e) Objective A of Goal 3 notes that the Comprehensive Plan policies are intended to ensure appropriate and sufficient land is zoned to encourage investors and business owners to make investments that expand the commercial products and services available in Palmer.

**Fact 2)** The proposed change is compatible with surrounding zoning districts and the established land use pattern;

Applicant's response:

The zoning map amendment, rezoning the two properties from R-4 to Limited Commercial, will be beneficial to the city of Palmer and to the Palmer area residents and is compatible to the surrounding zoning district and established land use patterns. As Limited Commercial, it will increase the likelihood of attracting businesses that will strengthen Palmer and grow the local economy by providing goods and services that are needed by residents that live nearby. As Limited Commercial, business entities such as health care professionals that study, diagnose, treat, and prevent human illness, injury, and other physical and mental impairments to consider moving to Palmer. Enticing such businesses would improve the health care options and address the wellness needs of the Palmer community. New professional, high paying jobs will become available for Palmer residents while drawing customers into the City of Palmer. This will improve the local economy and strengthen Palmer as a whole. This is a win-win for all.

Previously, for over 28 years, Profiles of Excellence Preschool and Child Care, licensed for 86 children, co-existed with the neighbors living across the street and the apartment complex next door, even with 100 plus vehicles coming to the day care and going each day. This established pattern of traffic would possibly decrease due to fewer vehicles pulling in to drop off children in the morning and then pick them up at the end of the work day. Regardless, the neighborhood and the established pattern of traffic for the childcare center was compatible.

Wisely, the city anticipated new growth and development and recently placed a stop light at one end at the intersection of S Cobb St and Evergreen Avenue. At the other end, the gas station is located; however, vehicles are able to turn right on W. Blueberry Avenue for easy access onto Alaska Street. With one side of the two properties sitting along S Cobb Street and the other side, the Glenn Hwy, the two properties would retain and preserve their existing character and would be compatible with the existing resident areas. With each parcel equating to a full half-acre parcel of land with *plentiful parking off of the street*, the proximity of the neighbors remains the same, with no additional noise or disruption.

Staff finds:

- a) The property for the proposed rezone is contiguous to P-Public (Bugge Park) and CG, General-Commercial in the surrounding area to the North; R-1, Single-family Residential to the West; R-4, High Density Residential and CG, General-Commercial in the surrounding area to the South; and R-2, Low Density Residential to the East of the lots.
- b) The lot adjacent to the proposed rezone to the South side of the property is multi-family housing/apartments. Among the other comparable land uses in the subject area are residential neighborhoods as well as other businesses and retail, such as the post office, daycare facility, gas station and other professional services. Many restaurants and dining establishments are within walking distance from the property, convenient for residents and visitors of Palmer.
- c) The established land use pattern of the property as a childcare facility for 28 years has provided a service and been compatible with the residential and commercial activities of the surrounding area. The proposed change to C-L, Limited Commercial would provide a buffer zone that transitions heavier commercial uses located along West Arctic Avenue and West Evergreen Avenue to higher density residential uses of the apartments located along South Cobb Street.

**Fact 3)** Public facilities such as schools, utilities and streets are adequate to support the proposed change;

Applicant's response:

For over 28 years, Profiles of Excellence Preschool and Child Care, licensed for 86 children, co-existed with the neighbors living across the street and the apartment complex next door, even with 100 plus vehicles coming to the day care and going each day. Upgrading to Limited Commercial would likely slightly decrease the number of vehicles coming and going each day. Both Lot 8 and Lot 9 have adequate parking, with both buildings have their own entrance and they share a wide egress. Both buildings have City of Palmer water, sewer, and garbage. Both buildings have electricity through MEA, natural gas through ENSTAR, and communication lines and phone capacity through MTA. The schools in the area can support additional growth in the City of Palmer and surrounding community.

Wisely, the city anticipated new growth and development and recently placed a stop light at one end at the intersection of S Cobb St and Evergreen Avenue. At the other end, the gas station is located; however, vehicles are able to turn right on W. Blueberry Avenue for easy access onto Alaska Street. With one side of the two properties sitting along S Cobb Street and the other side, the Glenn Hwy, the two properties would retain and preserve their existing character and would be compatible with the existing resident areas. With each parcel equating to a full half-acre parcel of land with *plentiful parking off of the street*, the proximity of the neighbors remains the same, with no additional noise or disruption.

Staff finds:

- a) This property lies between South Glenn Highway and South Cobb Street; and both lots have a separate access and share a wide egress on South Cobb Street, allowing adequate flow of traffic along with incoming and outgoing visitors.
- b) Existing utilities are adequate to serve the proposed use of property as Limited Commercial; water, sewer and garbage services are existing and adequate to support the proposed change. Streets are adequate to support the proposed change since the property has been used as a childcare facility with approximately 100 vehicles coming and going from the facility daily.
- c) The proposed change is from R-4, High Density Residential to CL, Limited Commercial; there would be little to no impact on public schools since the proposed change would be for commercial enterprise. The nearest public school is approximately 1.1 miles from the property.

- d) The proposed change from R-4, High Density Residential to C-L, Commercial Limited will have no impact on public streets as both lots provide adequate off-street parking so as to not burden S. Cobb Street.

**Fact 4)** Changed conditions affecting the subject parcel or the surrounding neighborhood support the proposed change;

Applicant's response:

South Cobb Street has become a very popular street with new growth and development such as The Fern AK located at 625 S Cobb St. Wisely, the city anticipated the growth and development, placing a stop light at one end at the intersection of S Cobb St and Evergreen Avenue. At the other end, the gas station is located; however, vehicles are able to turn right on W. Blueberry Avenue for easy access onto Alaska Street. With one side of the two properties sitting along S Cobb Street and the other side, the Glenn Hwy, the two properties would retain and preserve their existing character and would be compatible with the existing resident areas. With each parcel equating to a full half-acre parcel of land and with *plentiful parking off of the street*, the proximity of the neighbors remains the same, with no additional noise or disruption.

The two parcels already supported over 100 vehicles a day dropping off their children in the mornings and again, picking up their children at the end of their work day. Two buses came twice a day. Easy entrance and egress onto both lots will remain. The buildings are set back away from S Cobb Street and, on the opposite side, set back from the Glenn Hwy. Both buildings are set back from the side lot lines, and a large portion of each lot is fenced.

With the amended map zoning to Limited Commercial, the neighbors would experience little change in noise and traffic.

Staff finds:

- a) The changed condition of the subject parcel will be the zoning designation of the property from R-4 to C-L. The established land use of the property has been to provide a service for the residents of the community; by rezoning the property to CL, it will expand the types of service or commercial enterprises offered to the community.
- b) The changed conditions of the surrounding properties include the recent addition of the stoplight at South Cobb Street and West Evergreen Avenue; the extension of Bogard Road from the intersection of West Arctic Avenue; and additional businesses on and along South Cobb Street, all of which support the proposed rezone change for economic development and more compatible use of land.

**Fact 5)** The proposed change is consistent with the public welfare and does not grant a special privilege to the owner(s).

Applicant's response:

Generally, the Limited Commercial zoning is intended for small scale commercial uses that may need to be located in predominantly neighborhood areas without disrupting that neighborhood. Certainly, a small medical facility or office, a small retail business, professional offices such as an artist, artisan workshop, or photography studio, or a coffee shop or tea house, would fit well in this area. Mixed-use zoning creates a complementary mix of residential and limited commercial, creating a cohesive, yet diverse neighborhood. This Limited Commercial Zoning would increase economic opportunities, contributing to a stronger, better Palmer, and improve public welfare by providing new and needed services in Palmer, reducing the need to drive to Wasilla or Anchorage. The upgrade would not grant a special privilege to the owners; rather, the upgrade in services will directly benefit all of the Palmer community.



According to an article on Mixed-Use Zoning by Tyler Adams (author), Jonathan Rosenbloom and Christopher Duerksen (editors), "Prior to the rise of the automobile and modern zoning practices, mixed-use developments were the norm. Since the rise of classic Euclidean Zoning, use segregation has been the norm and integrated land uses have been relatively rare. The emergence of sustainability and walkability as important factors in community development has led to a resurgence of mixed-used zoning. Implementation of mixed-use zoning has evolved to include more than just permitting mixed-use developments in certain districts. Local governments are now creating mixed-use districts. This allows for a more widespread integration of uses and the development of increasingly cohesive and efficient communities." (<https://sustainablecitycode.org/brief/mixed-use-zoning-3/>)

[Madison, WI Code of Ordinances § 28.060](#) (establishes several mixed-use districts including a limited mixed-use district that allows for small scale mixed-use development in residential areas)

[Wheat Ridge, CO Code of Ordinances § 26-1102](#) (establishes a mixed-use commercial zone district, designed to encourage medium to high-density mixed-use development, and a mixed-use neighborhood district, designed to encourage medium density mixed use development).

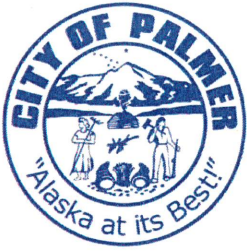
Staff finds:

- a) The proposed change does not grant the owner any special privilege as the property in question is contiguous to existing high density residential zoning and is near commercial development.
- b) The proposed change is consistent with the public welfare by upgrading the zoning designation from R-4 to C-L to permit the use of this property to be expanded to include commercial activity for the benefit of Palmer residents and visitors.

**PART IV. STAFF RECOMMENDATION**

Based on the information provided by the applicant, public comments received before publication of this report and staff analysis, staff recommends approval of the request to a zoning map amendment from R-4 High Density Residential to C-L, Commercial Limited for Lots 8 & 9, Colony Fair, is consistent with, and in conformance with the Palmer Comprehensive Plan.

If following the Public Hearing, Commission finds that the applicant's proposal conforms to the Palmer Comprehensive Plan and Zoning Code provisions, then staff recommends that the Commission approve this request for zoning map amendment for Lots 8 & 9, Colony Fair from R-4 High Density Residential to C-L, Commercial Limited and forward a recommendation for approval to the City Council.



DEPARTMENT OF COMMUNITY DEVELOPMENT

Brad Hanson  
Director

Dusten Voehl  
Building Inspector

Beth Skow  
Library Director

Dan Michael  
Parks & Facilities Manager

Mail: 231 W. Evergreen Ave.  
Location: 645 E. Cope Industrial Way  
Palmer, AK 99645-6748  
Phone: 907-745-3709  
www.palmerak.org

January 30, 2023

Dear Property Owner:

The Palmer Planning and Zoning Commission will consider a Zoning Map Amendment application for Lots 8 & 9, Colony Fair subdivision, initiated by Barbara & Joseph Gerard, property owners. The property is located at 260 & 240 S. Cobb Street, Palmer, Alaska.

The property is zoned R-4, High Density Residential. The request is to rezone the property to CL, Commercial Limited. The map on the reverse side of this notice indicates the location of the subject property. For additional information on the Limited Commercial District, please refer to Palmer Municipal Code Chapter 17.29, Limited Commercial District, located online at [www.palmerak.org](http://www.palmerak.org).

The Commission will hold a Public Hearing to consider this application and allow an opportunity for public comments. The meeting will be held on February 16, 2023, at 6:00 p.m., in the City Council Chambers located at 231 West Evergreen Avenue, Palmer, Alaska.

If you wish to comment on this issue, you may do so by attending the public hearing or by providing written comments to the Planning and Zoning Commission by **February 13, 2023**. Written comments may be mailed to Palmer Community Development, 645 E. Cope Industrial Way, Palmer, AK 99645, faxed to 907-745-5443 or emailed to me at: [kmclure@palmerak.org](mailto:kmclure@palmerak.org).

Sincerely,

Kimberly McClure  
Community Development Specialist



For the following reason, I am (please circle one): **in favor of**, **NOT in favor of**, or **have no objection to** the issuance of the proposed re-zone from R-4 to CL, Commercial Limited.

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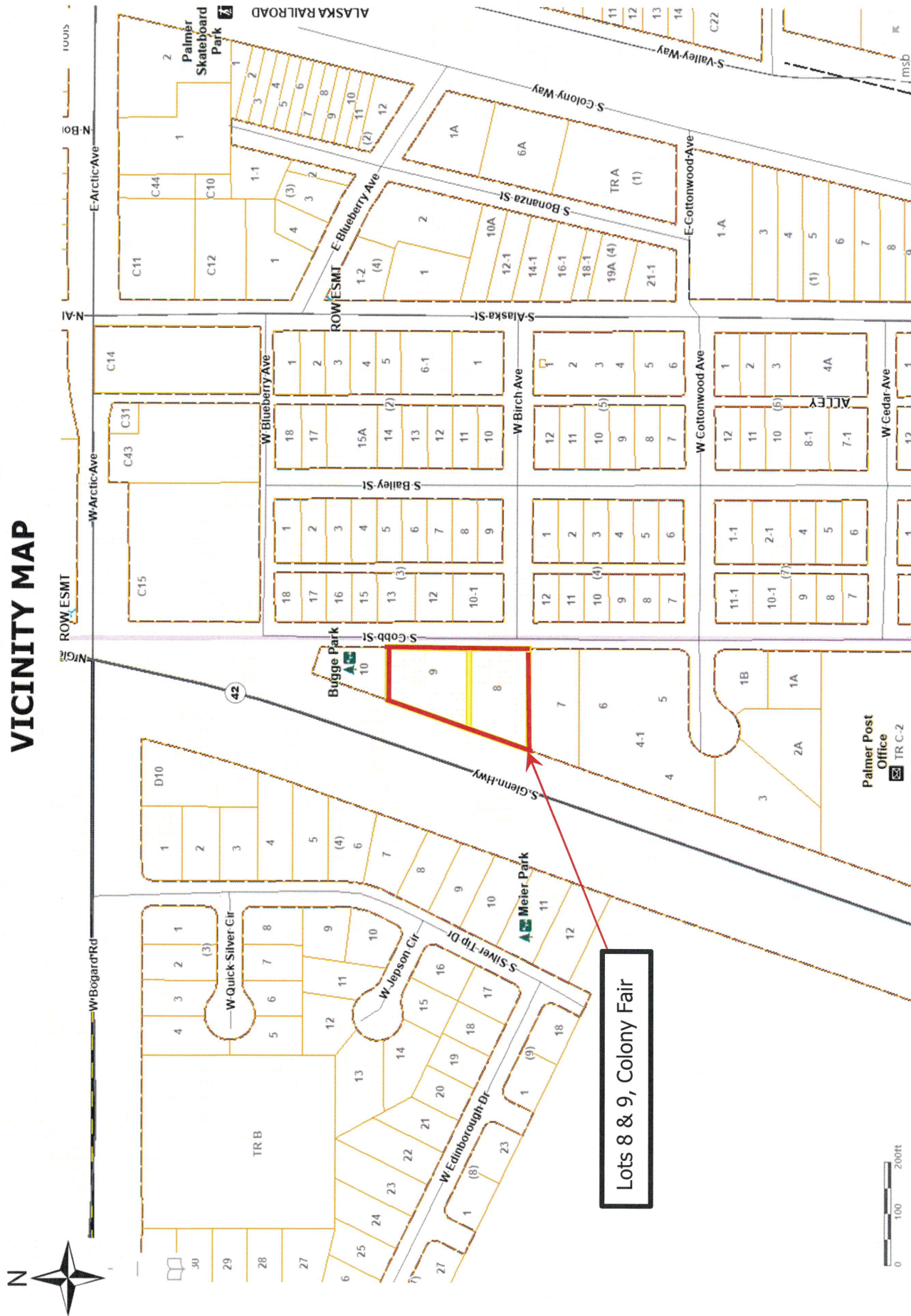
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Name: \_\_\_\_\_

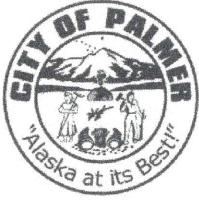
Address: \_\_\_\_\_

# VICINITY MAP



**Lots 8 & 9, Colony Fair**

Request for Rezone from R-4, High Density Residential District to CL, Commercial Limited District for Lots 8 & 9, Colony Fair subdivision located at 260 & 240 S. Cobb Street, in Palmer, Alaska.



**City of Palmer**  
**Community Development Department**  
645 E. Cope Industrial Way, Palmer, AK 99645  
Phone: 907-745-3709  
[www.palmerak.org](http://www.palmerak.org)

Received

DEC 29 2022

City of Palmer

## Zoning Map Amendment Application Form

Applicant: Barbara + Joe Gerard

Legal Description of properties covered by this application (use additional sheets if necessary):  
See attached

Requested District Change (i.e., from - to): See attached

Reason for request: See attached

### Please provide a written narrative explaining the following:

1. Is the proposed change in accordance with the borough and city comprehensive plans?

See attached

2. How is the proposed change compatible with surrounding zoning districts and the established land use pattern?

See attached

3. Are public facilities such as schools, utilities and streets adequate to support the proposed change?

See attached

4. Do changed conditions affecting the subject parcel or the surrounding neighborhood support the proposed change?

*See attached*

5. Is the proposed change consistent with public welfare and will it grant a special privilege to the owners?

*See attached*

Date of application: 12/29/22

\$500.00 filing fee paid: ck# 5070

*Barbara Gerard Joseph Grand*

Signature of owner or owner's authorized representative

11150 E Lupine Rd Palmer, AK 99645

Address

907 841 5704 Bgerard@mtaonline.net

Contact/phone/email

**ZONING MAP AMENDMENT APPLICATION FORM R-4 to CL**

**Applicant:** Barbara and Joseph Gerard

**Legal Description of properties covered by this application:**

Colony Fair Subdivision Lot 8, Block 1

Colony Fair Subdivision Lot 9, Block 1

**Is the proposed change in accordance with the borough and city comprehensive plans?**

The MSB Planning staff are creating a revised community-based comprehensive planning process. According to the MSB Comprehensive Plan Update, the Borough recognizes it has experienced significant changes in demographics and economics; however, Policy LU2-1: Develop and implement regulations that protect residential development by separating incompatible uses, *while encouraging uses that support such residential uses including office, commercial and other mixed-use developments that are shown to have positive cumulative impacts to the neighborhood.*

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Received

JAN 09 2023

City of Palmer

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**Is the proposed change consistent with public welfare and will it grant a special privilege to the owners?**

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(<https://sustainablecitycode.org/brief/mixed-use-zoning-3/>)

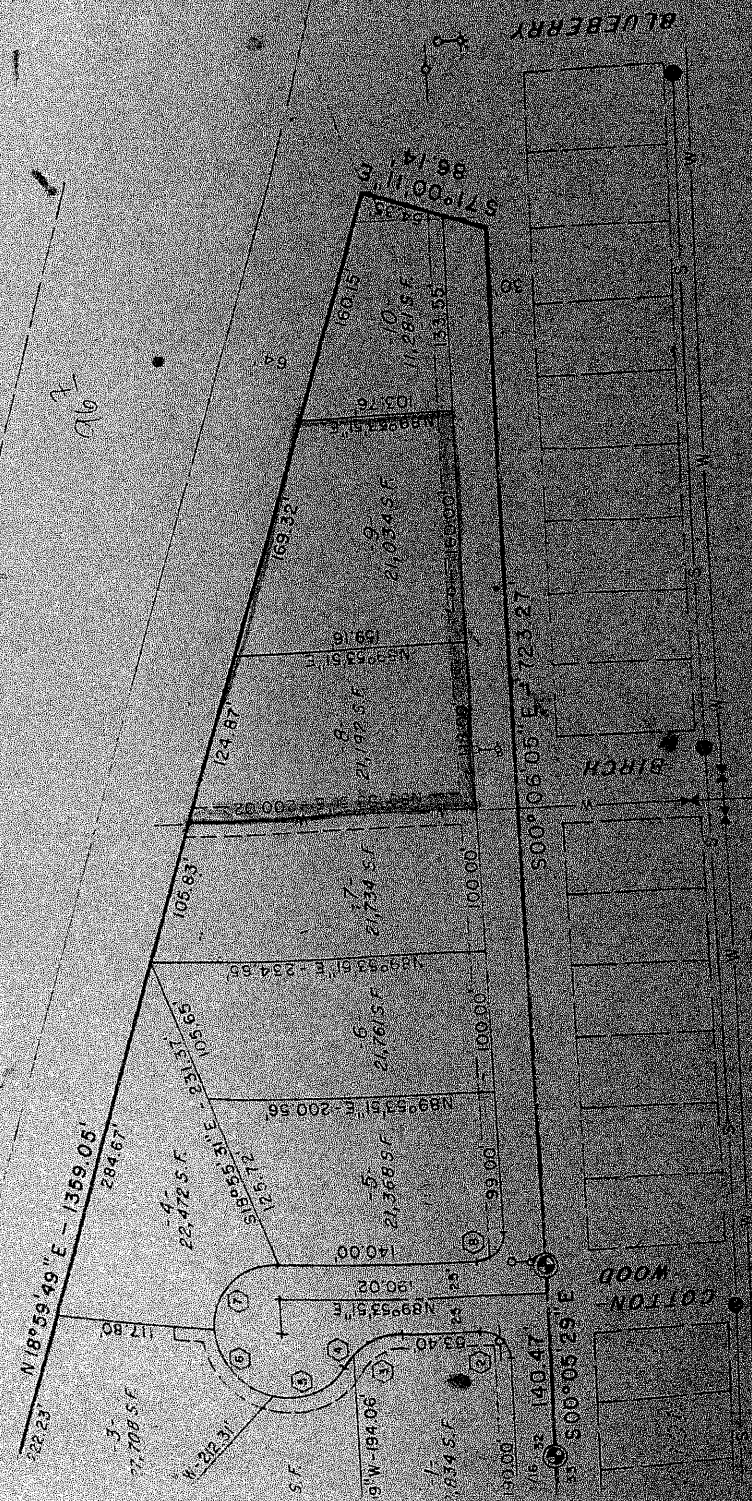
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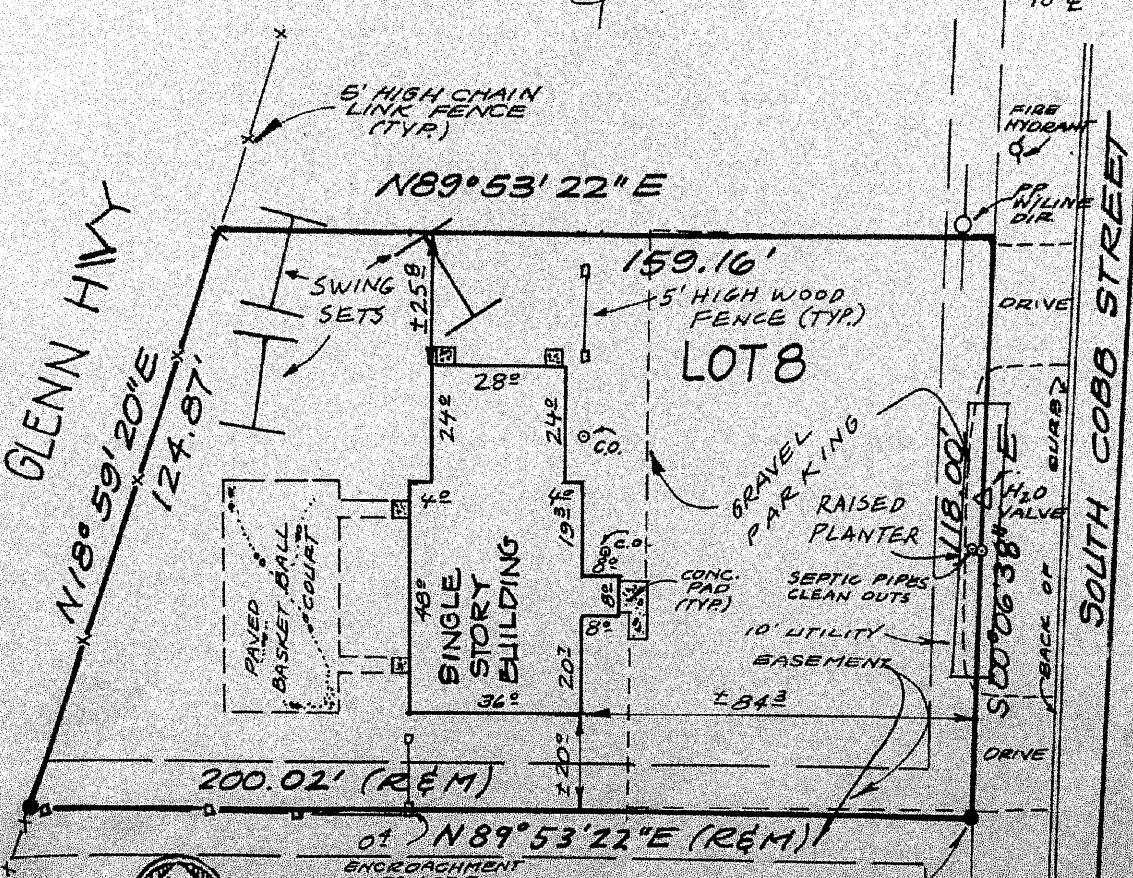


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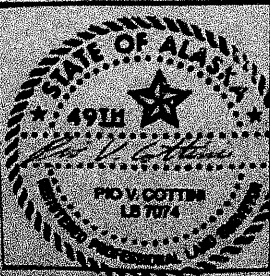


NOTE: RECERTIFIED ON 11/12/99; ADDED: BUILDING ADDITION, SWING SETS, CONCRETE PADS, RAISED PLANTER, DELETED WOOD FENCE. *Dis*



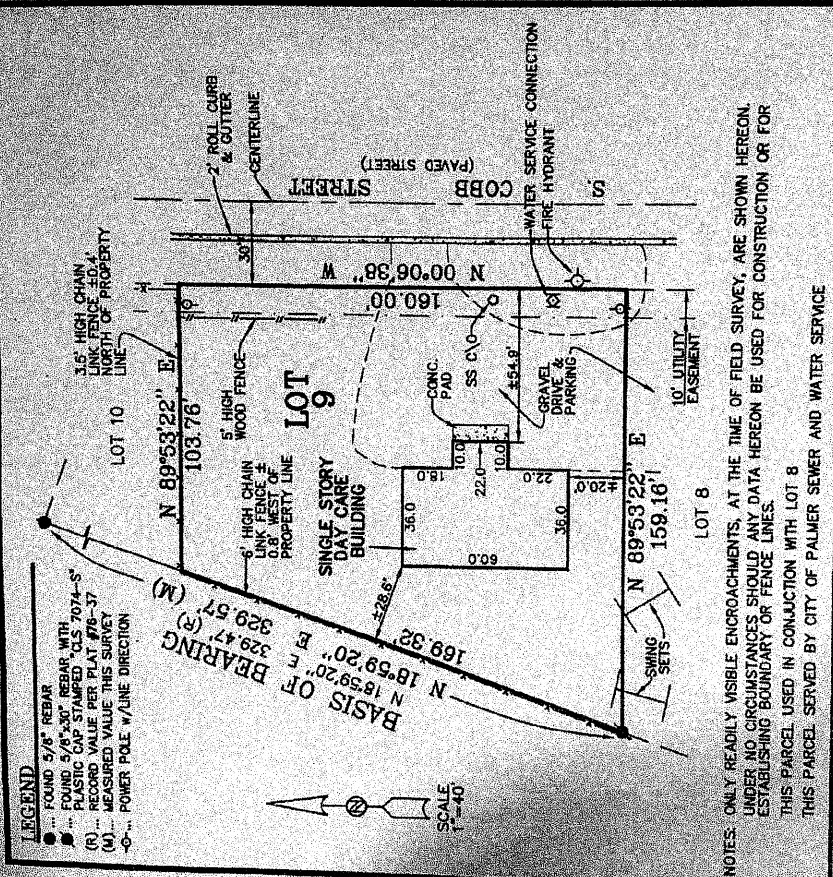
**BASIS OF BEARING**  $N89^{\circ}53'22''E$   
 THIS LOT SERVED BY CITY OF PALMER SEWER'S WATER SERVICES.  
 ENCROACHMENT ON TO LOT 7  
 $N89^{\circ}53'22''E$  (REM)  
 $11=30'$   
 $30' TO E$

NOTES: ONLY READILY VISIBLE ENCROACHMENTS, AT THE TIME OF FIELD SURVEY, ARE SHOWN HEREON. UNDER NO CIRCUMSTANCES SHOULD ANY DATA HEREON BE USED FOR CONSTRUCTION OR FOR ESTABLISHING BOUNDARY OR FENCE LINES.



**AS-BUILT SURVEY** **COTTINI LAND SURVEYING**  
 P.O. BOX 2748, PALMER, ALASKA 99645 745-1188 or 745-3658

I HEREBY CERTIFY THAT I HAVE PERFORMED A MORTGAGEE'S INSPECTION ON THE FOLLOWING DESCRIBED PROPERTY **LOT 8, COLONY FAIR SLBD. (PLAT 76-37) PALMER**. RECORDING DISTRICT, ALASKA. EASEMENTS OF RECORD OTHER THAN THOSE SHOWN ON THE RECORDED PLAT, ARE NOT SHOWN HEREON. DATED AT PALMER, ALASKA, THIS 15<sup>th</sup> DAY OF JUNE, 1995.  
 NO. 95-64 FB 95-2 DATE 6-1-95 SCALE 1"=30'



**LEGEND**  
 ● FOUND 5/8" REBAR  
 ○ FOUND 5/8" 30" REBAR WITH PLASTIC CAP STAMPED "CLS 7074-S"  
 (R) RECORD VALUE PER PLAT #76-37  
 (M) MEASURED VALUE THIS SURVEY  
 -O- POWER POLE W/LINE DIRECTION

SCALE  
 1" = 40'

NOTES: ONLY READILY VISIBLE ENCROACHMENTS, AT THE TIME OF FIELD SURVEY, ARE SHOWN HEREON. UNDER NO CIRCUMSTANCES SHOULD ANY DATA HEREON BE USED FOR CONSTRUCTION OR FOR ESTABLISHING BOUNDARY OR FENCE LINES.  
 THIS PARCEL USED IN CONJUNCTION WITH LOT 8  
 THIS PARCEL SERVED BY CITY OF PALMER SEWER AND WATER SERVICE

**AS-BUILT SURVEY**  
**COTTINI LAND SURVEYING**  
 P.O. BOX 274B, PALMER, ALASKA 99845 745-1188 OR 745-9658



I HEREBY CERTIFY THAT I HAVE PERFORMED A MORTGAGEE'S INSPECTION ON THE FOLLOWING PROPERTY: LOT 9, COLONY FAIR SUBDIVISION (PLAT #76-37), PALMER RECORDING DISTRICT, ALASKA. EASEMENTS OF RECORD OTHER THAN THOSE SHOWN ON THE RECORDED PLAT ARE NOT SHOWN HEREON, DATED AT PALMER, ALASKA, THIS 12th DAY OF NOVEMBER, 1999.

W.O. 99-197 F.B. 99-10 DATE: 11/12/99 SCALE: 1"=40'



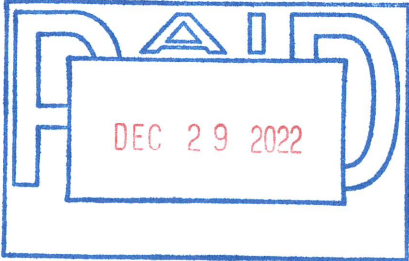
# PALMER COMMUNITY DEVELOPMENT

ATTN: Joan E. Patterson  
645 E. Cope Industrial Way  
Palmer, AK 99645-6748  
Phone: 907-745-3709 • Fax: 907-745-5443  
www.palmerak.org

Invoice No.: CD22-129

Invoice Date: 12/29/2022

Sold To: BARBARA E. GERARD  
11150 E. LUPINE ROAD  
PALMER, AK 99645

Qty	Description	Price
	<p>ZONING MAP AMENDMENT REQUEST Colony Fair, Lots 8 &amp; 9, Block 1 240 &amp; 260 S. Cobb St.</p> 	\$500.00

01-00-00-3427

**TOTAL**  
\$500.00

*This invoice must be paid within 30 DAYS or further collection procedures will be taken.*



March 3, 2023

Kimberly McClure, Community Development Specialist  
City of Palmer, Palmer Community Development  
Planning and Zoning Commission  
645 E. Cope Industrial Way  
Palmer, Alaska 99645

Re: Plat Review

Dear Ms. McClure:

The Alaska Department of Transportation and Public Facilities (DOT&PF) has reviewed the following variance and has no comment:

- **Lot 2, Promissory Point**

The Alaska Department of Transportation and Public Facilities (DOT&PF) has reviewed the following rezone and has the following comments:

- **Lots 8 & 9, Colony Fair**
  - No objection to proposed rezone.
  - No direct access to the Glenn Highway will be granted. All rezoned lots must take access from S Cobb St. Controlled access to DOT facilities are by permit only.
  - New utility lines for the proposed rezoned lots must extend from S Cobb St. No new utility lines will be authorized or permitted within DOT&PF's Right of Way on the Glenn Highway.
  - Any future relocation of utilities on Lot 8 and Lot 9 must remain on Lots 8 and 9. Utility relocation will not be permitted into DOT&PF Right of Way.

All properties accessing DOT&PF roads must apply to Right of Way for a driveway permit and/or approach road review, subject to provisions listed in 17 AAC 10.020. Any previously issued access permits become invalid once the property undergoes a platting action and must be reissued.

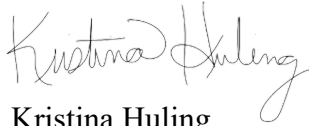
We recommend the petitioner verify all section line easements and DOT&PF road rights-of-way adjacent to their property. For assistance, the petitioner may contact the Engineering group within the Right of Way section in DOT&PF at (907) 269-0700. The petitioner is liable to remove any improvements within the easements and rights-of-way that impede the operation and maintenance of

those facilities even if they are not shown on the plat, so it is in the petitioner's best interest to identify the exact locations and widths of any such easements or rights-of-way before they improve the property.

If any section line easements or road rights-of-way exist within the bounds of their plat, we recommend the petitioner dedicate them. If there is an existing right-of-way or easement, the petitioner is unable to develop that portion of the property yet continues to pay property taxes on it; dedicating will remove that cost to the petitioner.

If there are any questions regarding these comments please feel free to contact me at (907) 269-0509 or [kristina.huling@alaska.gov](mailto:kristina.huling@alaska.gov).

Sincerely,



Kristina Huling  
Mat-Su Area Planner

cc: Scott Thomas, P.E., Regional Traffic Engineer, Traffic Safety and Utilities, DOT&PF  
Sean Baski, Chief, Highway Design, DOT&PF  
Jacob Ciufu, P.E., Regional Hydrologist, DOT&PF  
Matt Walsh, Property Management Supervisor, Right of Way, DOT&PF  
Devki Rearden, Engineering Associate, DOT&PF



DEPARTMENT OF COMMUNITY DEVELOPMENT

Brad Hanson  
Director

Dusten Voehl  
Building Inspector

Beth Skow  
Library Director

Dan Michael  
Parks & Facilities Manager

Mail: 231 W. Evergreen Ave.  
Location: 645 E. Cope Industrial Way  
Palmer, AK 99645-6748  
Phone: 907-745-3709  
www.palmerak.org

Received

JAN 30 2023

of Palmer

January 30, 2023

Dear Property Owner:

The Palmer Planning and Zoning Commission will consider a Zoning Map Amendment application for Lots 8 & 9, Colony Fair subdivision, initiated by Barbara & Joseph Gerard, property owners. The property is located at 260 & 240 S. Cobb Street, Palmer, Alaska.

The property is zoned R-4, High Density Residential. The request is to rezone the property to CL, Commercial Limited. The map on the reverse side of this notice indicates the location of the subject property. For additional information on the Limited Commercial District, please refer to Palmer Municipal Code Chapter 17.29, Limited Commercial District, located online at [www.palmerak.org](http://www.palmerak.org).

The Commission will hold a Public Hearing to consider this application and allow an opportunity for public comments. The meeting will be held on February 16, 2023, at 6:00 p.m., in the City Council Chambers located at 231 West Evergreen Avenue, Palmer, Alaska.

If you wish to comment on this issue, you may do so by attending the public hearing or by providing written comments to the Planning and Zoning Commission by **February 13, 2023**. Written comments may be mailed to Palmer Community Development, 645 E. Cope Industrial Way, Palmer, AK 99645, faxed to 907-745-5443 or emailed to me at: [kmclure@palmerak.org](mailto:kmclure@palmerak.org).

Sincerely,

Kimberly McClure  
Community Development Specialist



For the following reason, I am (please circle one): in favor of, **NOT in favor of**, or **have no objection to** the issuance of the proposed re-zone from R-4 to CL, Commercial Limited.

A GREAT SPOT FOR AN OPPORTUNITY TO PROVIDE MORE BUSINESS SERVICES TO PALMER.

Name: JOHN & MICHELLE MOOSEY

Address: 333 S. ALASKA STREET, PALMER, AK 99645



DEPARTMENT OF COMMUNITY DEVELOPMENT

Brad Hanson  
Director

Dusten Voehl  
Building Inspector

Beth Skow  
Library Director

Dan Michael  
Parks & Facilities Manager

Mail: 231 W. Evergreen Ave.  
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Received  
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Kimberly McClure  
Community Development Specialist



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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name: Jessica Walden  
Address: 147 S Bonanza St



## Kimberly McClure

---

**From:** Austin Grimes <austing\_ak@hotmail.com>  
**Sent:** Wednesday, February 8, 2023 7:33 PM  
**To:** Kimberly McClure  
**Subject:** Zoning Map Amendment for 240/260 S. Cobb St.

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

To Whom it May Concern,

As a Palmer business owner of Twin Peak Properties LLC and owner of property located at 258 South Bailey Street, I am in full support/favor of Barbara and Joseph Gerard's application to rezone their property to Commercial Limited. I see this as a great asset and gives even more potential to our neighborhood. If you have any questions please feel free to reach out to me at 907-232-9756.

Thank you,  
Austin Grimes

Sent from my iPhone



DEPARTMENT OF COMMUNITY DEVELOPMENT

Brad Hanson  
Director

Dusten Voehl  
Building Inspector

Beth Skow  
Library Director

Dan Michael  
Parks & Facilities Manager

Mail: 231 W. Evergreen Ave.  
Location: 645 E. Cope Industrial Way  
Palmer, AK 99645-6748  
Phone: 907-745-3709  
www.palmerak.org

Received

FEB 08 2023

January 30, 2023

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Sincerely,

Kimberly McClure  
Community Development Specialist



For the following reason, I am (please circle one): **in favor of**, **NOT in favor of**, or **have no objection to** the issuance of the proposed re-zone from R-4 to CL, Commercial Limited.

*Has there been an "as built" on the file for the existing structures?*  
*Are they in violation or meeting all the requirements that others are expected to meet? Did they already sell the property or list it with the representation that this is already a done deal?*

Name: Joseph T Hankins  
Address: 108 East Arctic Ave.

*Please, just be consistent across the board with the property owners of Palmer.*

## Kimberly McClure

---

**From:** Palmer AK <palmer-ak@municodeweb.com>  
**Sent:** Thursday, February 9, 2023 1:19 PM  
**To:** Kimberly McClure  
**Subject:** [Kimberly McClure] ammendment application, Lots 8 &9 Colony Fair Subdivision

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Margaret Elaine Rountree ([immaggie68@hotmail.com](mailto:immaggie68@hotmail.com)) sent a message using the contact form at <https://www.palmerak.org/>.

Im emailing instead of sending in the form I received reference re-zoning the above lots in Palmer. I am not opposed to the rezoning from R4 to CL except for marijuana stores or high rise buildings. If this is not enough enformation you can contact me at the above email address.

Respectfully,  
Elaine Rountree

## Kimberly McClure

---

**From:** Aaron Dickson <aarondickson04@gmail.com>  
**Sent:** Sunday, February 12, 2023 8:12 PM  
**To:** Kimberly McClure  
**Subject:** Zoning amendment lots 8&9, colony fair subdivision

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Kimberly,

I am a Palmer resident. Aaron Dickson

I am opposed to the issuance of the proposed re-zone from R-4 to CL, Commercial limited.

Thank you

Aaron Dickson

Sent from my iPhone

## Kimberly McClure

---

**From:** Sara Sanderlin <sara\_in\_ak@yahoo.com>  
**Sent:** Sunday, February 12, 2023 12:13 PM  
**To:** Kimberly McClure  
**Subject:** Response to proposed re-zoning of 260 & 240 S Cobb St

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Kimberly,

I am writing in response to the proposal of re-zoning lots located at 260 & 240 S Cobb St here in Palmer. I am NOT IN FAVOR OF the re-zoning to commercial limited for those lots. With the lots so close to a busy community park I would be diss appointed to see the location become potentially busier than it already is.

Thank you for your time.

Sara Dickson  
510 W Edinborough Dr

Sent from Yahoo Mail for iPhone

## Kimberly McClure

---

**From:** kara kusche <moon1949@hotmail.com>  
**Sent:** Monday, February 13, 2023 9:55 AM  
**To:** Kimberly McClure  
**Subject:** 260 &240 S. Cobb Street Re-Zone

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Kello Kimberly- I would like to comment on the proposed re-zone from R-4 to CL for the properties located at 260 & 240 S. Cobb Street. My property is directly across the street, also on Cobb Street. I am in full support of the re-zone. The property is well suited to a commercial limited use designation, and a new business would be a welcome addition to the neighborhood. The area has plenty of parking and buffering, and CL zoning would be compatible with the surrounding residential properties, both single family and multi-family. I ask that the Planning and Zoning Commission approve the re-zone.

Thanks,  
Kara Kusche

## Kimberly McClure

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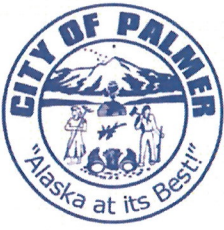
**From:** Jerod Perron <jerod.perron@gmail.com>  
**Sent:** Monday, February 13, 2023 10:03 AM  
**To:** Kimberly McClure  
**Subject:** Re-Zone of 260 and 240 Cobb

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear City of Palmer,

I am writing today in support of the re-zone of 260 and 240 Cobb Street. I own 4 properties in the downtown area and after reviewing the proposal believe it would be beneficial to the residents and the community. The property was used as a daycare for years, and was of a huge benefit to the community, while still being a great neighbor. I would love to see the properties thrive again, and this proposed re-zone would help greatly with that. As a neighbor, the re-zone raises zero concerns. I hope that the Commission will support and approve the application from Mr. and Mrs. Gerard.

Thank you,  
Jerod Perron



City Clerk

Phone: (907) 761-1301  
Fax: (907) 761-1340  
Email: cityclerk@palmerak.org

231 W. Evergreen Ave.  
Palmer, Alaska 99645-6952  
www.palmerak.org

March 22, 2023

Dear Property Owner:

During the April 11, 2023, Regular Palmer City Council Meeting, the Palmer City Council will hold a public hearing on Ordinance No. 23-001, Amending the Zoning Map to Revise the Zoning Designation of Lots 8 & 9, Colony Fair subdivision located in Section 32, Township 18 North, Range 2 East, Seward Meridian, Alaska to be rezoned from R-4, High Density Residential, to C-L, Limited Commercial.

A public hearing will be held on April 11, 2023. The meeting will start at 6:00 p.m. in the City Council Chambers located at 231 W. Evergreen Avenue, Palmer, Alaska.

If you wish to comment on this issue, you may do so by attending the public hearing or by providing written comment to the City Council no later than April 4, 2023, at 5:00 p.m. Written comments may be mailed to the attention of the City Clerk at the address above, dropped off at City Hall, or emailed to [cityclerk@palmerak.org](mailto:cityclerk@palmerak.org). If you have any questions regarding the council meeting process, please call 761-1301. If you have any questions regarding the rezone, please call 761-1322.

Sincerely,

Shelly Acteson, CMC  
City Clerk

For the following reason, I am

- In favor of (proponent)
- NOT in favor of (opponent)
- Have no objections to

the proposed rezoning Ordinance No. 23-001. I would also like to provide additional comments below:

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NAME: Jessica Walden

ADDRESS: 147 S Bonanza St

City of Palmer



**City of Palmer  
Resolution No. 23-010**

**Subject:** Supporting the Opening of a Social Security Office in The Mat-Su Borough

**Agenda of:** April 11, 2023

**Council Action:**     **Approved**                       **Amended:** \_\_\_\_\_  
                                   **Defeated**

**Originator Information:**

**Originator:**    John Moosey, City Manager

**Department Review:**

<b>Route to:</b>	<b>Department Director:</b>	<b>Signature:</b>	<b>Date:</b>
_____	Community Development	_____	_____
_____	Finance	_____	_____
_____	Fire	_____	_____
_____	Police	_____	_____
_____	Public Works	_____	_____

**Certification of Funds:**

Total amount of funds listed in this legislation:    \$ \_\_\_\_\_

This legislation (√):



- Creates revenue in the amount of:                      \$ \_\_\_\_\_
- Creates expenditure in the amount of:                      \$ \_\_\_\_\_
- Creates a saving in the amount of:                      \$ \_\_\_\_\_
- Has no fiscal impact

Funds are (√):

- Budgeted                      Line item(s): \_\_\_\_\_
- Not budgeted                      \_\_\_\_\_

Director of Finance Signature: 

**Approved for Presentation By:**

	<b>Signature:</b>	<b>Remarks:</b>
City Manager	<u></u>	_____
City Attorney	<u></u>	_____
City Clerk	_____	_____

**Attachment(s):**

1. Resolution No. 23-010

**Summary Statement/Background:**

We are missing Social Security Administration office in our general area. Borough Mayor Edna DeVries has started a campaign to push for the creation of an office in Palmer.

**Administration's Recommendation:**

Approve Resolution No. 23-010

**LEGISLATIVE HISTORY**

Introduced by: Manager Moosey

Date: 4/11/2023

Action:

Vote:

Yes:

No:

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CITY OF PALMER, ALASKA

**Resolution No. 23-010**

**A Resolution of the Palmer City Council Supporting The Opening Of A Social Security Office In The Mat-Su Borough**

WHEREAS, the Mat-Su Borough (Borough) is the second largest borough in the State of Alaska with a 2020 Census population of 107,081 residents; and

WHEREAS, in 2010 the population of the Borough was 88,995 residents, so the Borough has experienced a growth of 20.32% in the last 10 years; and

WHEREAS, the closest Social Security Administration (SSA) office is in downtown Anchorage, this means the drive for Borough residents to get to the SSA office is anywhere from 45 minutes to two and a half hours for our northern residents; and

WHEREAS, over 16% of adults in the Borough are senior citizens; the seniors in the Borough are the fastest growing population in the State of Alaska and they struggle to do business with the SSA office in Anchorage; and

WHEREAS, not only is the distance to get to the SSA office in downtown Anchorage a struggle, the weather in the winter makes parking on the streets and navigating icy sidewalks risky and dangerous to the Borough's senior population, and once inside the office the wait can take hours; and

WHEREAS, the online SSA services have proven to be frustrating, and residents say that trying to talk to a person requires being on hold for sometimes more than an hour.

NOW THEREFORE BE IT RESOLVED that the City of Palmer encourages a SSA office in the Borough to provide a safer and less stressful experience for seniors and other residents in the Borough that have important business dealings with the Social Security Administration.

AND FURTHER RESOLVES, that the SSA Administration gives full consideration to placing the SSA office in Palmer, Alaska, which is home to the Governor's Mat-Su Valley office, the Mat-Su Borough Office, the Alaska Division of Agriculture, the US Consolidated Farm Services Agency, the USDA Rural Development, the Mat-Su Field Tax Office, the Department of Labor and Workforce Development, the Department of Transportation Maintenance and Operations Division, and the Federal Aviation Administration.

**Approved** by the Palmer City Council this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Steven J Carrington, Mayor

\_\_\_\_\_  
Shelly Acteson, MMC, City Clerk