

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

**REGULAR MEETING
THURSDAY, MAY 20, 2021
7:00 P.M. - COUNCIL CHAMBERS**

A. CALL TO ORDER:

The regular meeting of the Planning and Zoning Commission was called to order by Chair Peterson at 7:00 p.m.

B. ROLL CALL:

Constituting a quorum, present in person were Commissioners:

Casey Peterson, Chair
Josh Tudor, Vice Chair
Linda Combs
Lisbeth Jackson
Pamela Melin
Sabrina Shelton
Kristy Thom Bernier

Also present were:

Brad Hanson, Community Development Director
Nichole Degner, Community Development Specialist
Pam Whitehead, Recording Secretary (via teleconference)

C. PLEDGE OF ALLEGIANCE: The Pledge was performed.

D. APPROVAL OF AGENDA:

The agenda was unanimously approved as presented.

[Thom Bernier, Shelton, Melin, Jackson, Combs, Tudor, Peterson]

E. MINUTES OF PREVIOUS MEETINGS:

1. The minutes of the **April 15, 2021 Regular Meeting** were unanimously approved as presented.

[Thom Bernier, Shelton, Melin, Jackson, Combs, Tudor, Peterson]

F. REPORTS:

Director Hanson:

- reported status of building development in Palmer – commercial and residential;
- noted the Marijuana ordinance was passed by the City Council;
- responded to Commission member questions regarding variances and the variance process.

G. AUDIENCE PARTICIPATION: None.

H. PUBLIC HEARINGS:

1. **IM 21-015:** Amending Palmer Municipal Code Chapter 17.86 Accessory Dwelling Units to allow ADU's as a permitted use in commercial districts and eliminate size restrictions inside the Central Business District.

Staff Report: Director Hanson summarized the proposed text amendment will allow an ADU to be a permitted use within the Central Business District zoned Commercial Limited and Commercial General

when the property use is a single-family residence. The Commission is to review the draft Ordinance and if approved move forward to the City Council with a recommendation for adoption.

Public Hearing: There was no public testimony.

Chair Peterson called for the motion to be put on the floor for discussion.

Director Hanson responded to questions and discussion ensued regarding various types of ADUs and development standards.

Main Motion: For approval recommending adoption of proposed Ordinance 21-0XX.

Moved by:	Shelton
Seconded by:	Combs
Vote:	Unanimous by roll call vote.
Action:	Motion Carried.

I. UNFINISHED BUSINESS: None.

J. NEW BUSINESS:

1. Committee of the Whole: Discussion of IM 21-016 regarding Palmer Municipal Code Chapter 17.59 T Transitional District (note: action may be taken by the Commission following the committee of the whole)

Main Motion: To enter Committee of the Whole for open and ease of discussion regarding IM 21-016.

Moved by:	Combs
Seconded by:	Tudor
Vote:	Unanimous by roll call vote.
Action:	Motion Carried.

[The Commission entered Committee of the Whole at 7:25 p.m.; exited at 8:32]

Director Hanson provided a staff report explaining the T zone and its importance as relates to potential annexation.

Committee of the Whole included:

- Open discussion and review of the annexation study areas, transition plan, and 17.59 Transitional District (packet pp 27-45);
- Director Hanson explained the different types of annexation and the annexation process;
- Further discussion on this topic will brought back at the next meeting (June 17, 2021).

[The Commission exited Committee of the Whole at 8:32 p.m.]

K. PLAT REVIEWS:

1. **IM 21-013:** Pre-application plat request to combine Lots 5, 6 and 7, Block 1, South Denali, Plat #84-316 into one lot to be known as Lot 5A.

Comments from City departments included:

Public Works: Are all driveways going to be retained when combined into one lot? If they are to remain, please submit new driveway applications and drawing with new address.

Fire Chief: Concur with Public Works.

Commissioner Shelton commented concern about combined driveways and agreed with the comments of Public Works/Fire Chief and that it needs to be made more clear.

Director Hanson explained that addresses are not assigned until the property is built on.

The Commission had no additional comments.

2. **IM 21-014:** Pre-application routing slip to vacate a 20' MEA Utility Easement within Lot 7-1, Matanuska Maid, Plat #63-14 and replace it with a smaller MEA Utility Easement in the southeast corner to contain existing utility pole.

Comments from City Departments:

Public Works: PW does not concur with vacating this utility ROW. There is a 12' steel sewer main that runs the entire length of the easement.

Director Hanson explained that this is a work-in-progress and Public Works comments will have to be evaluated.

The Commission had no additional comments.

L. PUBLIC COMMENTS: None.

M. COMMISSIONER COMMENTS:

Chair Peterson:

- Commented he is happy to see things opening up. Happy summer!

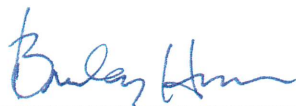
Commissioner Combs:

- Commented the Senior Center has re-opened and explained some of the activities that will be taking place there; that she serves on the Board;
- Extended invitations to come check it out.

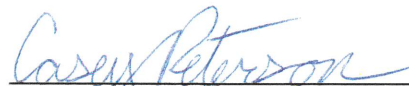
N. ADJOURNMENT:

There being no further business, the meeting adjourned without objection at 8:42 p.m.

APPROVED by the Planning and Zoning Commission this 17th day of June, 2021.



Brad Hanson, Community Development Director



Casey Peterson, Chair