



**City of Palmer**  
**Planning and Zoning Commission Packet**

*August 18, 2022*

*Welcome Back to School!*



**PLANNING & ZONING COMMISSION**  
**REGULAR MEETING**  
**6 PM, THURSDAY, AUGUST 18, 2022**  
**CITY COUNCIL CHAMBERS**  
**231 W. EVERGREEN AVENUE, PALMER**  
[www.palmerak.org](http://www.palmerak.org)



CHAIRMAN CASEY PETERSON  
VICE CHAIR  
COMMISSIONER LINDA COMBS  
COMMISSIONER LISBETH JACKSON  
COMMISSIONER PENNY MCCLAIN  
COMMISSIONER PENNY MOSHER  
COMMISSIONER JOHN MURPHY  
COMMISSIONER KRISTY THOM BERNIER

## **AGENDA**

- A. Call to Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Election of Vice Chairman
- E. Approval of Agenda
- F. Minutes of Previous Meetings
  - 1. Regular Meeting of July 28, 2022
- G. Report
- H. Audience Participation
- I. Public Hearings
- J. Unfinished Business
- K. New Business
  - 1. Resolution No. 22-005: A resolution to recommend City Council review the need for an update to the 2006 City of Palmer Comprehensive Plan.
- L. Plat Reviews
- M. Public Comments
- N. Commissioner Comments
- O. Adjournment

THIS PAGE LEFT INTENTIONALLY BLANK



## Minutes

THIS PAGE LEFT INTENTIONALLY BLANK

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

**SPECIAL MEETING  
THURSDAY, JULY 28, 2022  
6:00 P.M. - COUNCIL CHAMBERS**

**A. CALL TO ORDER:**

The Special meeting of the Planning and Zoning Commission was called to order by Chair Peterson at 6:00 p.m.

**B. ROLL CALL:**

Constituting a quorum, present in person were Commissioners:

Casey Peterson, Chair  
Linda Combs  
Lisbeth Jackson  
Kristy Thom Bernier  
John Murphy  
Penny Mosher

Absence(s) excused without objection:

Penny McClain

Also present were:

Brad Hanson, Community Development Director  
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 by roll call vote.  
[Murphy, Mosher, Thom-Bernier, Jackson, Combs, Peterson]

**E. MINUTES OF PREVIOUS MEETINGS:**

1. The minutes of the **June 16, 2022 Regular Meeting** were unanimously approved as presented by roll call vote.

[Thom-Bernier, Jackson, Combs, Peterson]

**F. REPORT:**

Director Hanson provided a staff report directing attention to the packet (pp 15-21) for information on two presentations recently presented to the Parks & Recreation Advisory Board regarding 1) Railroad Right-of-Way, including BED Resolution 22-001 recently passed by the City Council recommending funding for a Master Plan for the Railroad Right of Way to implement elements of the Brownfield Area Wide Plan., and 2) Eastern Downtown Palmer study concepts and Revitalization Plan. The Commission reviewed and open discussion followed re same.

**G. AUDIENCE PARTICIPATION:** None.

**H. PUBLIC HEARINGS:**

1. **IM 22-005:** Consideration of proposed text amendment to Palmer Municipal Code Chapters 17.08 Definitions, 17.28 Commercial Land Use/Land Use Matrix, 17.60 General District Regulations and Section 15.08.3103 Temporary Buildings and Structures.

Chair Peterson opened and closed the public hearing a 6:32 p.m.; there were no audience members in attendance wishing to testify on the matter.

Staff Report: Director Hanson updated as to background, current status (packet pp. 25-34) and responded to Commissioner questions discussing proposed Ordinance 22-0XX, Commercial Land Use Matrix, and Senior Citizen Research. The Commission was reminded that this Ordinance was forwarded from the May 2022 P&Z meeting for the purpose of including amendments. It was recommended that this proposed Ordinance be substituted for the Ordinance proposed in May, and if approved, move forward to the City Council with a recommendation for adoption.

Following review and discussion:

**Main Motion: To substitute the previous Ordinance No. 22-0XX proposed at the May meeting for this current proposed Ordinance No. 22-0XX, An Ordinance of the Palmer City Council Amending Palmer Municipal Code Sections 17.08.260 Corner Lot, 17.60.055 Exceptions for Setbacks, Adding Sections 17.08.256 Lot Classification Diagram, 17.08.268 Flag Lot, and Deleting Section 15.08.3103 Temporary Buildings and Structures, and move forward to the City Council recommending adoption.**

Moved by:	Combs
Seconded by:	Mosher
Vote:	Unanimous (Mosher, Murphy, Thom-Bernier, Jackson, Combs, Peterson)
Action:	Motion Carried.

#### I. UNFINISHED BUSINESS:

1. Committee of the Whole: Discussion of IM 22-007 Review of City of Palmer 2006 Comprehensive Plan (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 the City of Palmer 2006 Comprehensive Plan.**

Moved by:	Mosher
Seconded by:	Thom-Bernier
Vote:	Unanimous (Mosher, Murphy, Thom-Bernier, Jackson, Combs, Peterson)
Action:	Motion Carried by roll call vote.

[The Commission entered Committee of the Whole at 6:47 p.m.; exited at 7:25 p.m.]

Director Hanson updated as to status requesting the Commission review and discuss potential updates to the 2006 Palmer Comprehensive Plan, recommending review of the Broad Goals to Achieve Community Vision and determine the scope of update needed to ensure the 2006 Palmer Comprehensive Plan is relevant today.

Committee of the Whole discussion included:

- Open discussion in agreement that the comprehensive plan should be reviewed every five or so years to reflect changes that have occurred and new ideas for improvement.
- Discussion regarding the Broad Goals (Chapter 3 Community Vision – packet pp. 39-42) and the changes that have occurred Palmer since 2006.



Director Hanson will prepare and present a Resolution for review at the August meeting.

**J. NEW BUSINESS:**

- 1. **IM 22-013:** In accordance with Palmer Municipal Code 17.40.050, review and approval of a new building/structure, in a Public Use District (Township 18N R2E S33 A15)

Director Hanson provided a staff report, directing attention to the packet (pp. 45-58) for review of the site plan and description of the new building/structure.

Following review and discussion:

**Main Motion: For approval of the site plan and description of the new building/structure in a Public Use District as described in IM 22-013.**

Moved by:	Mosher
Seconded by:	Jackson
Vote:	Unanimous (Mosher, Murphy, Thom-Bernier, Jackson, Combs, Peterson)
Action:	Motion Carried by roll call vote.

**K. PLAT REVIEWS:**

- 1. **IM 22-014:** Abbreviated Plat Request to create two lots from Tax Parcel B11 to be known as Patten Estates.

Director Hanson reported the Abbreviated Plat Request has been distributed to city departments. There were no issues or comments.

The Commission reviewed and had no additional comments.

- 2. **IM 22-015:** Abbreviated Plat Request to create one lot from Lots 8 & 9, Block 7, Lucas, to be known as Lucas Block 7, Lot 8A.

Director Hanson reported the Abbreviated Plat Request has been distributed to city departments. Comments included:

Building Inspector: Potential bedrock on the lots. Building on the new lot may require a structural engineer's stamp on the foundation plans.

Community Development: Airport Influence Area.

There were no other issues or concerns.

The Commission reviewed and had no additional comments.

**L. PUBLIC COMMENTS:** None.

**M. COMMISSIONER COMMENTS:**

**Chair Peterson:**

- Welcomed new Commissioners Mosher and Murphy to the P&Z Commission.



**Commissioner Thom Bernier:**

- Advised she will be absent for the next two meetings noting her commitments to the Alaska State Fair which will be starting soon;
- Announced she has been invited to speak at the Iowa State Fair on August 17 about the Alaska State Fair, noting the entire Thom family will be there for receipt of an award celebrating the 150 year recognition of the Iowa Thom Family Farms.

**Commissioner Mosher:**

- Commented she is pleased to serve on the Commission and thanked everyone for the welcome.

**Commissioner Combs:**

- Thanked everyone for the nice wishes;
- Updated on the activities of the Mat-Su Senior Services, including the hiring of new CEO, Brandi Burchett.

**Commissioner Murphy:**

- Thanked everyone for the warm welcome.

**N. ADJOURNMENT:**

There being no further business, the meeting adjourned without objection at 7:47 p.m.

**APPROVED by the Planning and Zoning Commission this \_\_\_\_ day of August, 2022.**

---

Casey Peterson, Chair

---

Brad Hanson, Community Development Director



## **New Business**

THIS PAGE LEFT INTENTIONALLY BLANK



**CITY OF PALMER  
PLANNING & ZONING COMMISSION  
INFORMATION MEMORANDUM 22-016**

- SUBJECT:** Consideration of Resolution No. 22-005 Recommending City Council review the need for an update to the 2006 City of Palmer Comprehensive Plan.
- AGENDA OF:** August 18, 2022
- ACTION:** Review Resolution No. 22-005 and if approved, send a recommendation to the City Council for adoption.
- Attachment:** Resolution No. 22-005
- Summary:** The Planning and Zoning Commission has reviewed the 2006 City of Palmer Comprehensive Plan. As a result of this review, the Commission will request, through a resolution, that City Council consider updating the 2006 City of Palmer Comprehensive Plan
- Recommendation:** Community Development recommends approval of Resolution No. 22-005.

THIS PAGE LEFT INTENTIONALLY BLANK

PALMER PLANNING AND ZONING COMMISSION

RESOLUTION NO. 22-005

A RESOLUTION OF THE PALMER PLANNING AND ZONING COMMISSION RECOMMENDING CITY COUNCIL UPDATE THE 2006 CITY OF PALMER COMPREHENSIVE PLAN

WHEREAS, the Planning and Zoning Commission is duly charged to periodically develop, alter or revise a comprehensive plan for the physical development of the city, subject to approval and amendment by the City Council; and

WHEREAS, the City of Palmer's Comprehensive Plan was last updated in 2006; and

WHEREAS, the purpose of the Comprehensive Plan is to promote the type of environment that the community desires to work, live, and play; and,

WHEREAS, the Comprehensive Plan is a product of a series of community meetings that will produce a statement of policies, goals, and standards and assist the City with long-range planning for Public Services, Facilities & Infrastructure, Transportation, Land Use, Economic Vitality, and Parks, Recreation and Culture; and,

WHEREAS, the Comprehensive Plan is a catalyst for applying and receiving funding for municipal projects;

NOW, THEREFORE, BE IT RESOLVED that the Palmer Planning and Zoning Commission does hereby recommend the City Council consider budgeting money for an update to the 2006 City of Palmer Comprehensive Plan.

Passed by the Planning and Zoning Commission of the City of Palmer, Alaska, this 18<sup>th</sup> day of August 2022.

\_\_\_\_\_  
Casey Peterson, Chairman

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