



City of Palmer
Planning and Zoning Commission Packet

September 15, 2022



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AGENDA

- A. Call to Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Approval of Agenda
- E. Minutes of Previous Meetings
 - 1. Regular Meeting of August 18, 2022
- F. Report
- G. Audience Participation
- H. Public Hearings
 - 1. Resolution No. 22-005: Consideration of a resolution to recommend City Council review the need for an update to the 2006 City of Palmer Comprehensive Plan.
 - 2. Resolution No. 22-006: A Resolution of the Palmer Planning and Zoning Commission recommending City Council approve the August 2022 revisions and updates to the December 2017 Official Zoning Map.
- I. Unfinished Business
- J. New Business
- K. Plat Reviews
- L. Public Comments
- M. Commissioner Comments
- N. Adjournment

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Minutes

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

**REGULAR MEETING
THURSDAY, AUGUST 18, 2022
6:00 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 6:00 p.m.

B. ROLL CALL:

Constituting a quorum, present were Commissioners:

Casey Peterson, Chair
Lisbeth Jackson
Penny McClain
John Murphy
Penny Mosher (via Zoom video conference)

Absence(s) excused without objection:

Linda Combs
Kristy Thom Bernier

Also present were:

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

C. PLEDGE OF ALLEGIANCE: The Pledge was performed.

D. Election of Vice Chairman:

Following nomination and acceptance:

Commissioner Lisbeth Jackson was duly elected Commission Vice Chair by roll call vote.

E. APPROVAL OF AGENDA:

The agenda was approved as presented by roll call vote of all members present.
[Jackson, McClain, Mosher, Murphy, Peterson; *Absent:* Thom Bernier, Combs]

F. MINUTES OF PREVIOUS MEETINGS:

1. The minutes of the **July 28, 2022 Special Meeting** were unanimously approved as presented by roll call vote of all members present.
[Jackson, McClain, Mosher, Murphy, Peterson; *Absent:* Thom Bernier, Combs]

G. REPORT:

Director Hanson introduced Tyler Patterson, as the new Community Development Specialist and support for the P&Z Commission. In addition, he spoke to the Alaska State Fair starting this weekend and status

of other matters related to upcoming projects related to the Alaska Railroad.

H. AUDIENCE PARTICIPATION: None.

I. PUBLIC HEARINGS: None.

J. UNFINISHED BUSINESS: None.

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.

Director Hanson provided a staff report explaining the process for updating the City’s 2006 Comprehensive Plan and responded to Commissioner questions.

Following open discussion and review, there was consensus to request a joint meeting with the City Council on the topic. There was also discussion about time to consider any amendments to the Resolution.

Main Motion: To move Consideration of Resolution No. 22-005, A Resolution to Review the Need for an Update to the 2006 City of Palmer Comprehensive Plan to the Commission’s September 15, 2022 meeting under Public Hearings.

Moved by:	Jackson
Seconded by:	Mosher
Vote:	Unanimous [Jackson, McClain, Mosher, Murphy, Peterson; Absent: Combs, Thom Bernier]
Action:	Motion Carried by roll call vote.

L. PLAT REVIEWS: None.

M. PUBLIC COMMENTS: None.

N. COMMISSIONER COMMENTS:

Chair Peterson:

- Welcomed Tyler the Community Development team and expressed appreciation for the work he has done so far;
- And welcomed Commissioner Jackson to the position of Vice Chair.

Commissioner Jackson:

- Also welcomed Tyler (from Texas) to the “Great State of Alaska.”

Commissioner Mosher:

- Welcomed Tyler as well and commented that conferencing in from Little Rock, AR, everyone looks great on screen;
- Also expressed appreciation to Pam for everything she does (preparing Minutes), noting she is learning that attending remotely can be a little interesting.

O. ADJOURNMENT:

There being no further business, the meeting adjourned without objection at 6:40 p.m.

APPROVED by the Planning and Zoning Commission this 15th day of September, 2022.

Casey Peterson, Chair

Brad Hanson, Community Development Director

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Public Hearings

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**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
September 15, 2022
- ACTION:** Review Resolution No. 22-005 and if approved, send a recommendation to the City Council for adoption.
- Attachment:** 1) Community Vision (Ch. 3) – 2006 Palmer Comprehensive Plan
2) 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.

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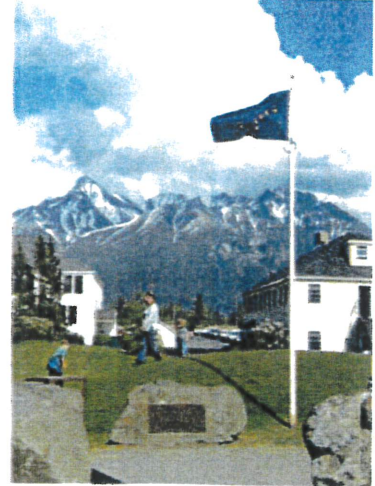
■ CHAPTER 3 COMMUNITY VISION

Vision Summary

Keep Palmer a vital community, a place that seeks opportunities for growth, and retains what is best about Palmer's history and traditions.

Introduction

Chapter 2 describes the rapid growth occurring in Palmer and surrounding areas, and the resulting issues, opportunities and challenges facing the community. Chapters 4-8 present goals and strategies to respond to these issues. This Chapter presents the foundation to those goals – a broad vision for the future of Palmer. This material comes from the 1999 Plan and the comments received from the community in the preparation of this updated Plan. The Chapter includes representative comments made by the public during community meetings.



Broad Goals to Achieve Community Vision

Continue to Ensure the City of Palmer meets its fundamental obligations – that is Provision of Water and Sewer, Police and Fire, Roads

- “Palmer is destined to grow, and will probably grow rapidly. While flowers, parks, views are important, our biggest issues will be roads, water and sewer, police and fire. The faster we grow the more challenging those issues will be. That’s where the great majority of the City budget goes today, and making sure we do a good job providing those services will be our priority in the future.”

Retain and Strengthen Palmer’s “Small Town America” Character

- Keep and enhance the characteristics that make Palmer a distinctive community. Qualities that define Palmer’s character today to strengthened in the future include:
 - “A small town with the spirit of a small mid-western farming community”... “and a unique Alaska flavor”
 - A strong sense of community – “people know each other,” “a friendly community, a good place to raise a family”
 - “A mix of young and older residents, with facilities available to both”
 - A tradition of progressive business, research and innovation



- Easy access to parks, trails, recreational opportunities - “need more things for kids to do – a skate board park, movie theater, ice-skating rink and ice cream shop”
- A remarkable base of volunteers
- Quality schools
- Celebrate Palmer’s history and traditions, including downtown and the community’s historic buildings. Do a better job of telling the story of Palmer, including the agricultural colony and farm life, mining and rail development, the tradition of city planning, and the history of practical, frontier innovation.

Improve the Local Economy, Expand Local Business

- Work to attract well-paying professional jobs, for example, engineering, science, health care, and institutional jobs - “a center for high-tech, low-impact jobs.”
- Provide land for commercial growth. Help make Palmer a more self-sufficient community, “where more of the goods and services residents want are available in town.”
- Increase local economic opportunities, especially for youth, “so kids can grow up and find a good job in Palmer.”
- Take advantage of Palmer’s distinctive history and character as an “economic engine” to draw visitors, to retain and attract residents, and support local businesses, “capitalize on character.”



Strengthen Downtown Palmer

- Work so downtown Palmer is a more economically vital area, and remains the clear center of Palmer public life. Characteristics of downtown should include those listed below.
 - Space for growth – “more commercial space, better parking”
 - Historic character – “keep historic buildings and small houses”
 - Compact and easy to walk around – “fix problem intersections, keep sidewalks clear”
 - Mix of uses, residential and commercial
 - More evening activity – “we need more nightlife: eclectic restaurants, brew pubs, theaters”
 - Improved appearance and cleanliness of houses, businesses and landscaping
 - Predominance of locally-owned businesses
 - Open space and great views
 - A lively cultural scene, a place “where you can go to a play, then walk to a nice restaurant”

Attract Visitors by Promoting and Enhancing what is Unique about Palmer



- Encourage new attractions to draw people off the Glenn Highway. “We need new businesses, more things for people to do.”
- Emphasize attractions linked to community traditions: “Quilting, crafts, farmers market, public areas, farming history, water tower, Matanuska Maid, large vegetables, gardens, garden tour, walking tour.”
- Improve destination marketing.
- Improve town entries, signage and way-finding information.

Encourage High Quality, Attractive Development with Ready Access to Parks and Green Space

- Encourage high-quality, attractive buildings and site development. “Protect views.” “Buildings should be as distinctive as our mountains.” Be a “city of amenities.”



- Provide ready access to parks, trails, and open space.
- Preserve sense of views, open space and trees. “Require landscaping” “Keep the park-like feeling.”
- Ensure Palmer has clear boundaries. “An edge to town, so you can tell when you’ve arrived.”
- Strengthen zoning. Push for “Consistently high quality buildings,” and “Open space, paths and sidewalks in subdivisions.”

Improve Connections Within and Out of Town, by Road, Trail and Transit

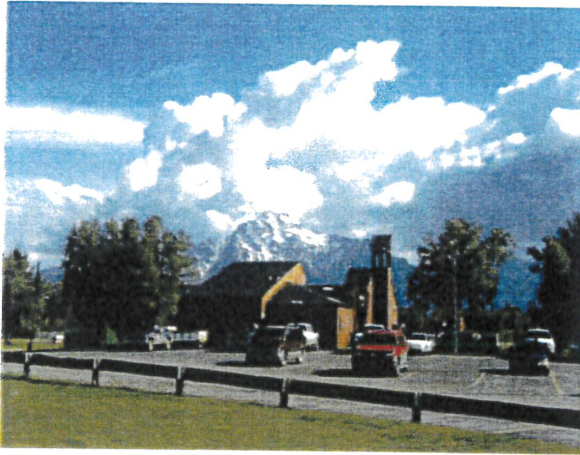
- Provide a well-planned, efficient system of roads and trails so it is easy, safe and enjoyable to move around Palmer.
- Maintain a high quality airport.
- Ensure Palmer remains a pedestrian-friendly town.
- Improve trail and sidewalk connections between downtown and out-of-town recreation areas and rural areas.



- Continue to bring the Alaska Railroad train into town for events. Retain the option for future commuter rail service.

Guide Community Growth

- Respect private property rights. Find a practical balance between community policies that guide growth and the benefits of allowing individuals and businesses to develop properties as they see fit. Examples of representative views on this subject are listed below.
 - “Facilitate quality development within guidelines, don’t stop growth.”
 - “Need flexibility.”



- “Too much regulation and a business will fail.”
- “Create incentives for developers to comply with development guidelines.”
- “Palmer should be functional and beautiful.”
- Encourage commercial growth that generates revenues needed to improve widely-desired services and facilities, from better sidewalks and roads, to improved cultural facilities.

- Sustain Palmer’s tradition of fiscal responsibility. Encourage balanced residential and commercial development.
- Set priorities among competing demands for new City services and programs. Match needs and desires with available resources.

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;

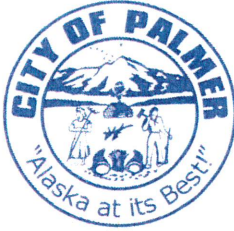
NOW, THEREFORE, BE IT RESOLVED that the Palmer Planning and Zoning Commission does hereby recommend the City Council consider budgeting money for an update to the 2006 City of Palmer Comprehensive Plan.

Passed by the Planning and Zoning Commission of the City of Palmer, Alaska, this 15th day of September 2022.

Casey Peterson, Chairman

Brad Hanson, Community Development Director

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**CITY OF PALMER
PLANNING & ZONING COMMISSION
INFORMATION MEMORANDUM 22-017**

SUBJECT: Consideration of Resolution No. 22-006 Recommending City Council Approve the August 2022 Revisions and Updates to the December 2017 Official Zoning Map

AGENDA OF: September 15, 2022

ACTION: Discussion: Provide direction for staff for further corrections or approve Resolution No. 22-006 recommending City Council approval of revised and updated Palmer Zoning Map

Attachment(s):

- 1) Resolution No. 22-006
- 2) Ordinance 22-0xx
- 3) Revised Palmer Zoning Map dated August 2022 (insert)
- 4) List of changes to the zoning map
- 5) Enlarged map of each area showing changes made to the zoning map

Summary: Palmer Municipal Code Section 17.16.040 (Map – Replacement) allows for revisions to the Zoning Map from time to time as needed. In case the zoning map becomes damaged, destroyed, lost, or requires changes and additions, the council may consider the advice of the commission and adopt a new zoning map, which shall replace the prior zoning map.

The updated August 2022 zoning map will reflect the following changes:

- 1) Portion of Palmer Municipal Airport rezone from A-I to A-M
- 2) Cedar Hills tract 5 rezone from CL to P
- 3) CBD Boundaries updated
- 4) Felton lot 200 rezone from R-3 to R-4
- 5) Food Bank rezone from R-4 to CG
- 6) Felton lot 100 rezone from R-3 to R-4
- 7) Township 18N R2E S33 lot C-21 rezone from C-L to C-G

Recommendation: Review and adopt Resolution No. 22-006, recommending revisions to the December 2017 Zoning Map.

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PALMER PLANNING AND ZONING COMMISSION

RESOLUTION NO. 22-006

A RESOLUTION OF THE PALMER PLANNING AND ZONING COMMISSION RECOMMENDING CITY COUNCIL APPROVE THE AUGUST 2022 REVISIONS AND UPDATES TO THE DECEMBER 2017 OFFICIAL ZONING MAP

WHEREAS, the current Official Zoning Map for the city of Palmer was adopted in December of 2017; and

WHEREAS, City Council has approved changes to zoning districts for six parcels or tracts of land and an amendment to the Central Business District boundary since the adoption of the December 2017 city of Palmer Zoning Map; and

WHEREAS, the December 2017 Zoning Map does not reflect the aforementioned approved zoning amendments; and

WHEREAS, the August 2022 revised and updated zoning map includes all of the zoning amendments since the adoption of the December 2017 zoning map

WHEREAS, the August 2022 Zoning Map includes all of the districts authorized by City Code; and

WHEREAS, the August 2022 zoning map reflects the updated colors for the boundaries of the city of Palmer and the Central Business District; and

WHEREAS, pursuant to PMC 17.16.040, the Council may, by ordinance, upon taking into account the advice of the commission, adopt a new zoning map that shall supersede the prior zoning map.

NOW, THEREFORE, BE IT RESOLVED that the Palmer Planning and Zoning Commission does hereby recommend the City Council approve the August 2022 revisions and updates to the December 2017 Official Palmer Zoning Map.

Passed by the Planning and Zoning Commission of the City of Palmer, Alaska, this 15th day of September 2022.

Casey Peterson, Chairman

Brad Hanson, Community Development Director

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**City of Palmer
Ordinance No. 22-0XX**

Subject: Adopting a New Official Zoning Districts Map Superseding the Prior Map Adopted December 12, 2017, in accordance with Palmer Municipal Code 17.16.040 Map - Replacement

Agenda of: September 27, 2022 – Introduction

Council Action: **Adopted** **Amended:** _____
 Defeated

Originator Information:

Originator: Brad Hanson, Community Development Director

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	_____	_____
City Attorney	_____	_____
City Clerk	_____	_____

Attachment(s):

1. Ordinance No. 22-0xx
2. Planning and Zoning Commission Resolution No. 22-006
3. Planning and Zoning Minutes of September 15, 2022
4. Enlarged map of each area showing changes made to the zoning map
5. New Zoning Map

Summary Statement/Background:

The current official zoning map is dated December 2017. Since the production of the December 2017 zoning map, several zoning map amendments have been approved by Council. City staff has worked with the Borough's GIS Department to produce a new zoning map that accurately reflects zoning map amendments approved between November 2017 and August 2022, including the updated boundary for the Central Business District. The new zoning map also reflects the updated color of the city of Palmer boundaries and the updated color scheme for the boundaries of the Central Business District.

Ordinance No.	Date	Legal Description	Action
18-002-Z-1	02/27/2018	Palmer Municipal Airport – Area Between Lines: North Line-N89°58'56" W; South Line-N89°58'53" W; West Line-N00°11'27" W; East Line-N00°01'15" E, located within Section 4, Township 17 North, Range 2 East	A-I to A-M
20-006	06/23/2020	Tax Parcel Tract 5, Cedar Hills Subdivision, Unit 2, Phase 1	CL to P
21-001	02/23/2021	CBD Boundary Amendment	Passed
21-014	07/27/2021	Lot 200, Block 1, Felton Addition Subdivision	R-3 to R-4
21-016	09/28/2021	Lot 7, Block 6, Snodgrass-Newcomb No.2 Subdivision	R-4 to C-G
22-002	04/12/2022	Lot 100, Block 1, Felton Addition Subdivision	R-3 to R-4
22-005	08/23/2022	Tax Parcel C-21, Township 18 North, Range 2 East, Section 33	C-L to C-G

Administration's Recommendation:

Adopt Ordinance No. 22-0xx adopting a New Official Zoning District Map.

LEGISLATIVE HISTORY

Introduced by:

Date:

Public Hearing:

Action:

Vote:

Yes:

No:

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CITY OF PALMER, ALASKA

Ordinance No. 22-0xx

An Ordinance of the Palmer City Council Adopting a New Official Zoning Districts Map, Superseding the Prior Map Adopted December 12, 2017, in accordance with Palmer Municipal Code 17.16.040 Map – Replacement

WHEREAS, the Planning and Zoning Commission recommends official zoning map updates as necessary to ensure City development and land use are in conformance with the approved zoning districts and their respective standards; and

WHEREAS, Council has approved changes to zoning districts for six parcels or tracts of land and has approved an amendment to the Central Business District boundary since the adoption of the December 2017 city of Palmer Zoning Map; and

WHEREAS, the current Official Zoning Map, dated December 2017, does not reflect the aforementioned approved zoning amendments; and

WHEREAS, the Commission has determined there is a need to adopt a new Official Zoning Districts Map to show the currently approved zoning districts and boundaries; and

WHEREAS, pursuant to PMC 17.16.040, the Council may, by ordinance, upon taking into account the advice of the commission, adopt a new zoning map which shall supersede the prior zoning map

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. A new zoning map described as the Official Zoning Districts Map, dated August 2022, is hereby adopted in accordance with the requirements of PMC 17.16.040.A Map – Replacement.

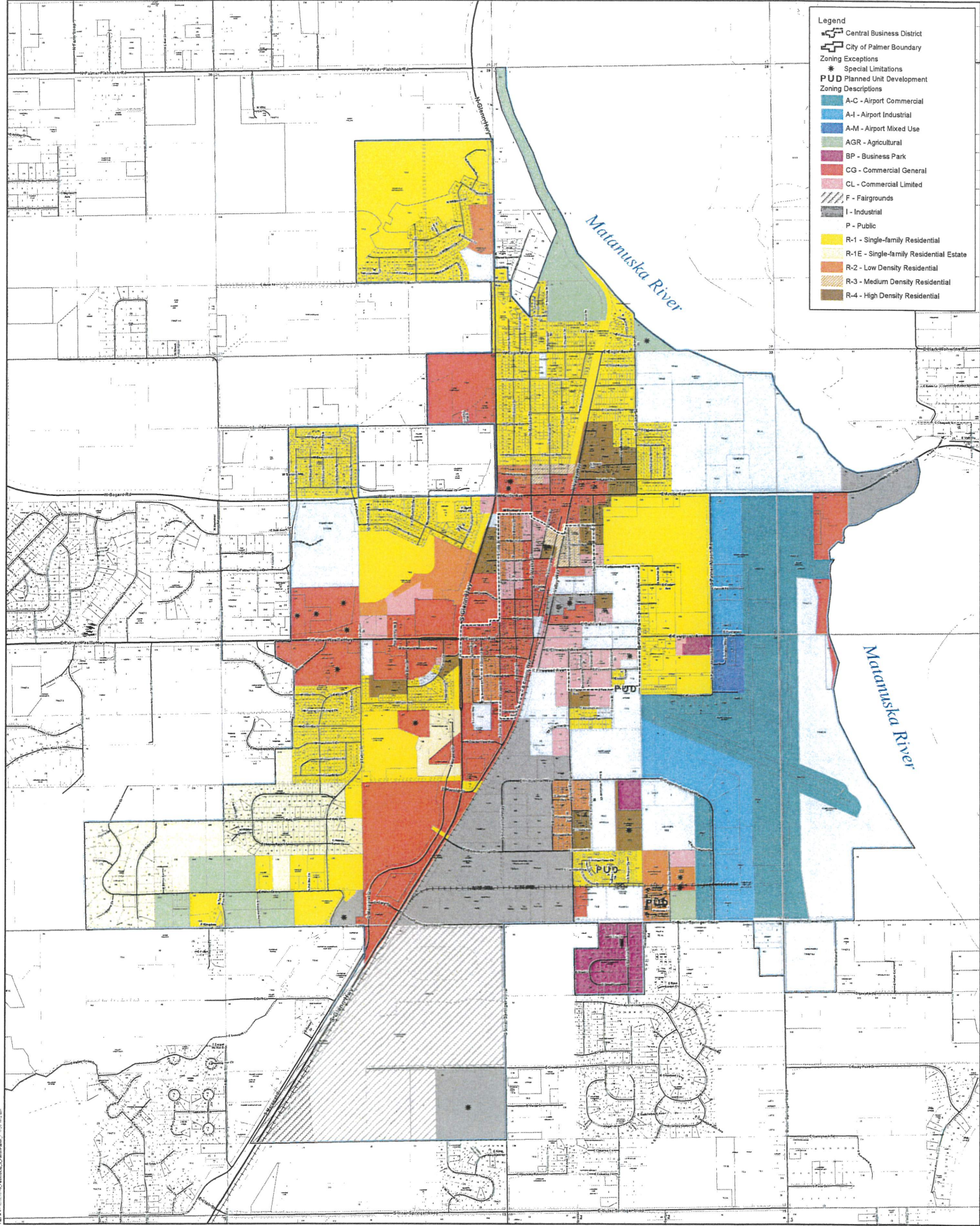
Section 4. This zoning map supersedes and replaces the zoning map, adopted December 12, 2017, by Ordinance No. 17-015.

Section 5. Effective Date. Ordinance No. 22-0xx shall take effect upon adoption by the city of Palmer City Council.

Passed and approved this _____ day of _____, 2022.

Steve Carrington, Mayor

Shelly M. Acteson, CMC, City Clerk



City of Palmer
Current Zoning Districts
 August 2022



0 2,000 Feet
 - 27 -

DRAFT

This is to certify that this zoning map supersedes and replaces the zoning map adopted December 12, 2017 as part of Ordinance 17-015 of the City of Palmer.

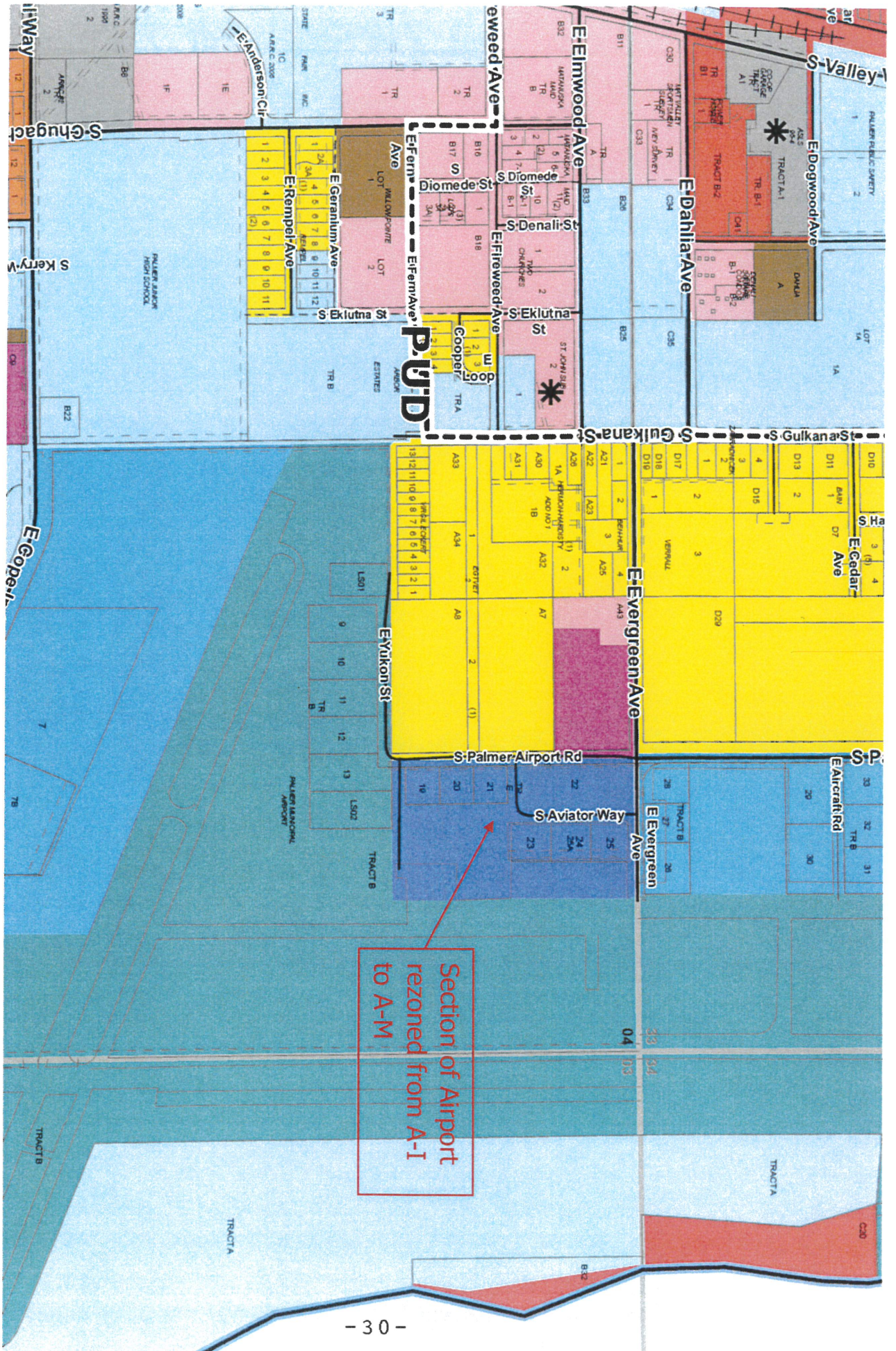
ATTEST:

Steve Carrington, Mayor City of Palmer Shelly Acteson, City Clerk

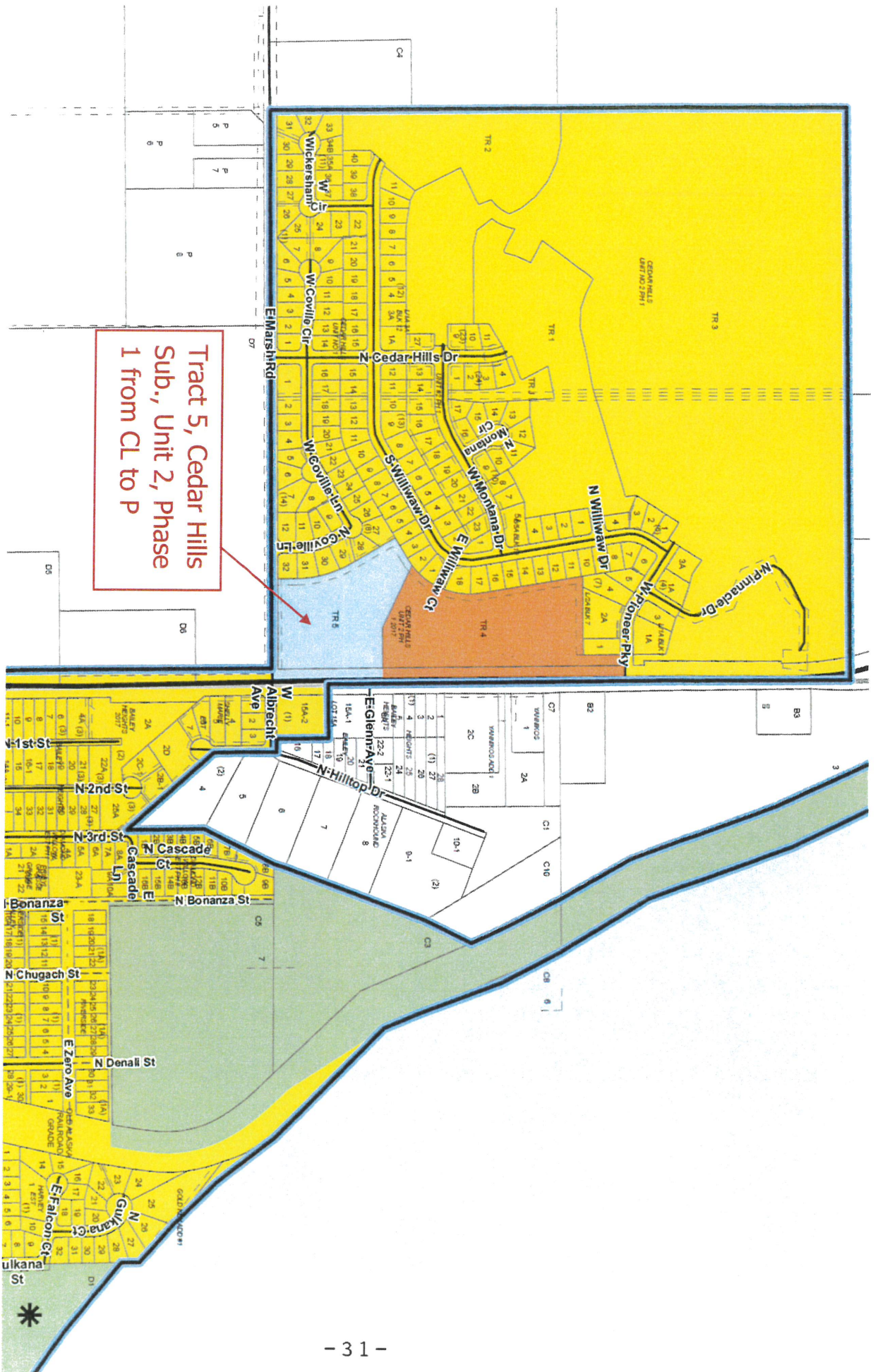
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ZONING MAP AMENDMENTS

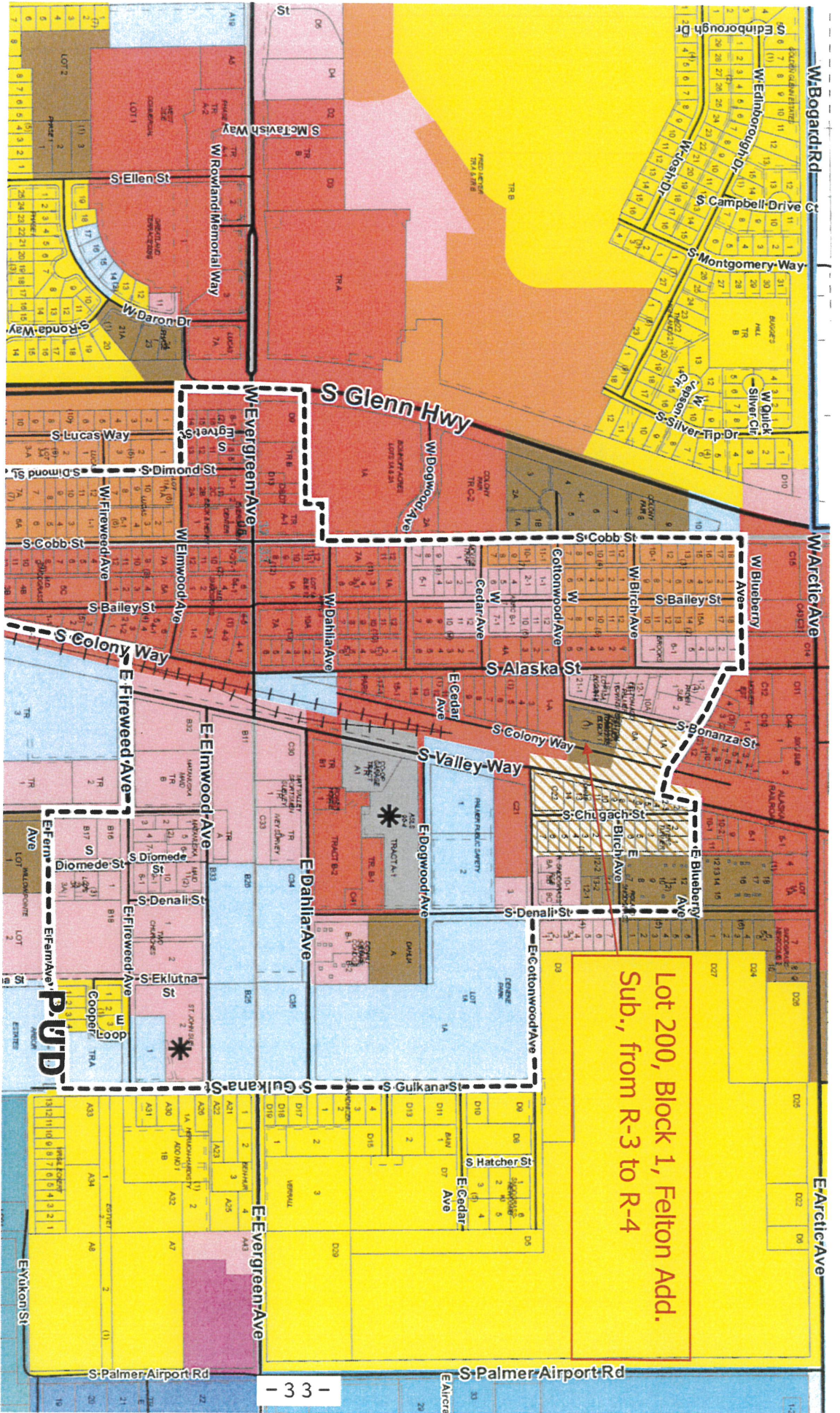
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20-006	06/23/2020	Tax Parcel Tract 5, Cedar Hills Subdivision, Unit 2, Phase 1	CL to P	/S/
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21-014	07/27/2021	Lot 200, Block 1, Felton Addition Subdivision	R-3 to R-4	/S/
21-016	09/28/2021	Lot 7, Block 6, Snodgrass-Newcomb No.2 Subdivision	R-4 to C-G	/S/
22-002	04/12/2022	Lot 100, Block 1, Felton Addition Subdivision	R-3 to R-4	/S/
22-005	08/23/2022	Tax Parcel C-21, Township 18 North, Range 2 East, Section 33	C-L to C-G	/S/



Section of Airport
rezoned from A-I
to A-M



Tract 5, Cedar Hills
Sub., Unit 2, Phase
1 from CL to P



Lot 200, Block 1, Felton Add.
 Sub., from R-3 to R-4

