

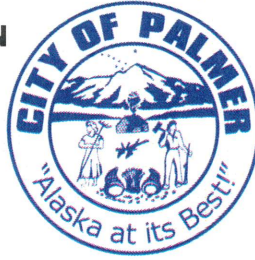


City of Palmer
Planning and Zoning Commission Packet

October 20, 2022



PLANNING & ZONING COMMISSION
REGULAR MEETING
6 PM, THURSDAY, OCTOBER 20, 2022
CITY COUNCIL CHAMBERS
231 W. EVERGREEN AVENUE, PALMER
www.palmerak.org



CHAIR CASEY PETERSON
VICE CHAIR LISBETH JACKSON
COMMISSIONER LINDA COMBS
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. Approval of Agenda
- E. Minutes of Previous Meetings
 - 1. Regular Meeting of September 15, 2022
- F. Report
- G. Audience Participation
- H. Public Hearings
- I. Unfinished Business
- J. New Business
 - 1. IM 22-018: Annual Review of Conditional Use Permits
- K. Plat Reviews
- L. Public Comments
- M. Commissioner Comments
- N. Adjournment

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

**REGULAR MEETING
THURSDAY, SEPTEMBER 15, 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 in person were Commissioners:

Casey Peterson, Chair
Lisbeth Jackson, Vice Chair
Linda Combs
Penny McClain
John Murphy

Present via Zoom video/teleconference were Commissioners:

Penny Mosher (excused late arrival at 6:43 p.m.)

Absence excused without objection:

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. APPROVAL OF AGENDA:

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

E. MINUTES OF PREVIOUS MEETINGS:

1. The minutes of the **August 18, 2022 Regular Meeting** were unanimously approved as presented by roll call vote of all members present.

[Murphy, McClain, Combs, Jackson, Peterson; *Absent:* Thom Bernier, Mosher]

F. REPORTS:

Director Hanson reported:

- City Council at its last meeting approved continuation of the library courtyard concept and adopted a plan for moving forward with regard to fundraising and public participation; expects a community meeting to be scheduled for November;
- Regarding the Railroad Right-of-Way Project, Stantech has been selected to assist and provide expertise with regard to planning, community meetings, online surveys, improved parking,

connectivity, potential parks, playgrounds, green space, improved branding and signage; described a similar project Stantech is about to complete in North Dakota (library expansion and park in a railroad corridor);

- MTA Events Center is now open and the City has a new Parks & Recreation Director;
- Reminded it is Budget time and encouraged the Commissioners to publicly testify to Council what they think is important; Commissioner Combs echoed Director Hanson on the importance of public testimony, particularly at budget hearings.
- Responded to questions concerning the railroad right-of-way and community meetings.

G. AUDIENCE PARTICIPATION: None.

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.

Public Hearing: Chair Peterson opened and closed the public hearing at 6:15; there was no public testimony.

Director Hanson provided background information regarding the 2006 Comprehensive Plan and reminded there is a motion on the table for the Commission's further consideration and review of proposed Resolution 22-005. Regarding update versus rewrite, he recommended if the broad visioning goals are still appropriate, the plan should be updated as opposed to rewritten.

At-length discussion took place regarding the goals of the comprehensive plan and visioning for the future. There was consensus to recommend an update versus rewrite. It was recommended that the Update include a section itemizing what has been accomplished since 2006.

[Chair Peterson called a brief recess at 6:58 p.m. to consider wording for an amendment to proposed Resolution No. 22-005; the meeting resumed at 7:05 p.m.]

Following discussion and suggested minor revision of wording, the Commission settled on:

Amendment to To amend proposed Resolution No. 22-005 to read as follows:

Motion on the Table: NOW, THEREFORE, BE IT RESOLVED that the Palmer Planning and Zoning Commission does hereby recommend the City Council budget funds to facilitate an update to the 2006 City of Palmer Comprehensive Plan, ensuring continued success regarding the community's vision that meets the City's role in fundamental obligations.

| | |
|--------------|---|
| Moved by: | Combs |
| Seconded by: | Mosher |
| Vote: | 5 Yes (Peterson, Combs, McClain, Mosher, Murphy) 1 No (Jackson); Absent: Thom-Bernier |
| Action: | Motion Carried by roll call vote. |

Motion on the Table:

Main Motion: For Approval of Resolution No. 22-005, A Resolution to Review the Need for an Update to the 2006 City of Palmer Comprehensive Plan, As Amended.

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

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.

Public Hearing: Chair Peterson opened and closed the public hearing at 7:15 p.m.; there was no public testimony.

Director Hanson provided background information and summarized the Resolution directing attention to packet for a listing of the proposed changes and responded to Commissioner questions.

There was discussion concerning road and traffic congestion within the city of Palmer, in particular Arctic Avenue, and what the Commission could provide in a resolution to the State DOT.

There being no further discussion, Chair Peterson called for the question.

Main Motion: For approval of 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, and move forward to the City Council with a recommendation for adoption.

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

- I. **UNFINISHED BUSINESS:** None.
- J. **NEW BUSINESS:** None.
- K. **PLAT REVIEWS:** None.
- L. **PUBLIC COMMENTS:** None.

M. COMMISSIONER COMMENTS:

Chair Peterson:

- Inquired if Director Hanson had the information from the Commission needed to draft a resolution to the State to help improve traffic congestion on Arctic Avenue.

Director Hanson informed he will contact the Regional Office of the State DOT to advise of a forthcoming Resolution and draft the Resolution; he will also inquire if there is a better mechanism to assure it is included in each of the updated plans as well.

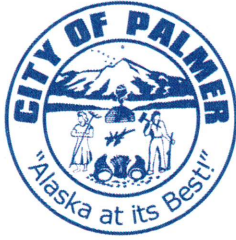
N. ADJOURNMENT:

There being no further business, the meeting adjourned without objection at 7:38 p.m.

APPROVED by the Planning and Zoning Commission this 20th day of October, 2022.

Casey Peterson, Chair

Brad Hanson, Community Development Director



**CITY OF PALMER
PLANNING & ZONING COMMISSION
INFORMATION MEMORANDUM 22-018**

SUBJECT: Annual Review of Conditional Use Permits

AGENDA OF: October 20, 2022

ACTION: Review and comment

Attachment(s):

- 1) Log of Active Conditional Use Permits
- 2) Pertinent Information for specific CUPs
 - a) Alaska Demolition – 2022 Site Survey and Estimated Volumes

Summary: The Commission annually reviews compliance of all active conditional use permits in the city of Palmer. The attached log reflects the 31 active conditional use permits and their status.

Community development staff reviewed all 31 conditional use locations and found 29 to be compliant, while two, U-Haul (AMERCO) and Alaska Demolition, require additional information.

Conditional Use Permit (No. 20-002 - U-Haul). This CUP has previously been signed and executed in reference to the installation of a propane tank. Construction of the project has not yet started since the City requires additional site plan information and a limited development plan to complete the necessary LRE (Large Retail Establishment) application.

Conditional Use Permit (No. 14-001 Modified 2018 & 2020 – Alaska Demolition). Staff is in the process of confirming the current depth measurement of gravel extraction and the volume of the reclamation site pit, CUP conditions number 24 and 34, respectively.

Recommendation: Review the information and direct staff if further action is necessary for compliance with any active conditional use permits.



ACTIVE CONDITIONAL USE PERMITS

As of October 1, 2022

| CUP ## | Legal Description | Owner or Function | Physical Address | Date Issued/ Renewed | Type | Status |
|------------------|---|--|---|-------------------------|--|----------------|
| 07-006 | Palmer Industrial Park Lot A-06 | Enstar | 1632 S Bonanza St. across from the MTA Building | 7/17/07 | 99' Tower | Open/Compliant |
| | Matanuska Maid RSB Tract B, Lots 1 - 3 | Alaska Bible College | 248 E. Elmwood Street | 9/9/11 | College | Open/Compliant |
| | St. Johns Subdivision, Lot 2 | St. John's Lutheran Church | 440 E. Elmwood Avenue | 5/18/05 | Off-Site Parking Lot | Open/Compliant |
| 09-007 | Cope, Portion Tract C | Alaska Family Services | 1825 S. Chugach Street | 4/1/03 4/16/09 | Emergency Shelter, Office and Office Addition | Open/Compliant |
| 07-001 08-002 | Chugach Colony Estates | Various Owners | 920 S. Chugach Street | 4/19/07 8/21/08 | Senior Housing & Stg. Units | Open/Compliant |
| | Mountain Rose Est. | Mountain Rose Estates | E. Camille Rose Court off of S. Chugach Street | 8/31/00 | Active adult community | Open/Compliant |
| | Tesoro Fuel | Propane Storage Tank | 400 W. Glacier View Ave. | 4/5/11 | Propane Storage Tank | Open/Compliant |
| | Glacier View L2 B1 | Midas | 1225 S. Glenn Highway | 5/3/00 | Carwash | Open/Compliant |
| | Promissory Point Subdivision, Lot 3 | 1 st Baptist Church of Palmer | 1150 E. Helen Drive | 4/22/11 | Youth Addition | Open/Compliant |
| | Hidden Ranch, Lot #1 | Matanuska Telephone | 1423 E. Hidden Ranch Loop | 5/17/05 | Communications Hut | Open/Compliant |
| | Palmer Industrial Park, Tract C-1 | Progressive Coatings/AT&T 100' Monopole | 1320 S. Industrial Way | 9/19/02 | 100' Monopole Com Tower | Open/Compliant |
| | T17N, R2E, S5, C16 | Alaska Wireless | 1632 S. Bonanza St. Located within the SOA DOT Maintenance Lot | 7/2/01 | 99' Cellular Tower | Open/Compliant |
| 07-005 | T17N, R2E, S5, D-11 | Purely Alaskan Water | 1800 Glenn Highway | 4/3/99 6/29/07 | Water bottling plant | Open/Compliant |
| | Lot 1, Promissory Point | Noel Kopperud | 1125 E. Moore Road | 10/4/06 | Contractor Equipment Yard | Open/Compliant |
| 07-002 | Lot 1, Promissory Point | Noel Kopperud | 1125 E. Moore Road | 5/21/07 | Caretaker's Residence | Open/Compliant |



ACTIVE CONDITIONAL USE PERMITS As of October 1, 2022

| CUP ## | Legal Description | Owner or Function | Physical Address | Date Issued/ Renewed | Type | Status |
|--------|--|--|-------------------------------------|---------------------------|---|---|
| | 17N02ES05 Lot A-26 | Verizon Wireless John Novosad | 1398 S. Glenn Highway | 11/22/11 | 99' Communications Tower | Open/Compliant |
| | 17N02E08D008 | Alaska Demolition | 550 E. Rebarchek Avenue | 10/21/20- 2/1/29 | Landfill & Gravel Extraction | Follow up on information |
| | Johns, L 2-1 | Catholic Archbishop of Anc. | 221 S. Valley Way | 12/29/92 | Foodbank | Open/Compliant |
| | Bugge's Hill, Tract 00B | Church of Jesus Christ of Latter Day Saints | 560 W. Arctic Ave. | 6/1/94 | Church | Open/Compliant |
| 09-008 | Sherrod Wind Generator | Sherrod Elementary School | Gulkana Street | 9/17/09 | Erection of 50' wind turbine | Open/Compliant |
| 07-004 | City of Palmer | Palmer Police Department | 423 S. Valley Way | 6/27/07 | PPD Shelter & Tower | Open/Compliant |
| | RIP Cemetery | Palmer Cemetery Assoc. | Arctic Blvd. | 7/28/04 | Cemetery | Open/Compliant |
| | T.A. Smith, L8-15, B9 | Episcopal Diocese | 323 N. Alaska Street | 7/10/98 | St. Bartholomew's Church | Open/Compliant |
| | Palmer Airport L. P. 97-1 | City of Palmer | 101 Airport Road; Forestry Division | 9/7/99 | 100' Antenna tower | Open/Compliant |
| | Deneke Park, Lot 1 | State Office | 515 E. Dahlia Street | 06/14/99 | Heliport | Open/Compliant |
| | Lots 13, 14, 15 & 11-1, Block 1, Bailey Heights | Palmer Pentecostal Church | 235 W. Albrecht Avenue | 10/29/12 | Expansion of existing church | Open/Compliant |
| | Tax Parcel B3, 33-18N-2E | New Harvest/Apostolic Resource Centre, Inc. | 555 N. Gulkana Street | 1/2/13 | Continued use of the structure as a church | Open/Compliant |
| | Tract A, Fisher's Corner | Robert & Barbara Fisher & Fisher's Fuel, Inc. | 175 W. Arctic Avenue | P & Z approved 7-19-18 | Car Wash | Open/Compliant |
| | Alaska State Fair | Arctic Alaska Region of The SCCA | 2075 S. Glenn Highway | 4/18/19 | SCCA Events | Open/Compliant |
| | Lot 4-1, Block 2, Christensen Addn. | Dean Phipps | 398 N. Eklutna Street | 6/20/19 | STR – Type-1 in R-1 | Open/Compliant |
| | 5387000L001A | AMERCO (U-Haul) | 650 S. Cobb St | 6/4/2021 | Propane Tank | Has not initiated – Additional documentation needed |



DEPARTMENT OF COMMUNITY DEVELOPMENT

Brad Hanson
Director

Beth Skow
Library Director

Cotton Gore
Parks and Facilities Manager

Dusten Voehl
Building Inspector

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

November 22, 2021

Justin Green
Alaska Demolition
2817 Rampart Drive, Suite #101
Anchorage, AK 99501

RE: 2021 Conditional Use Permit Review

Sent via email

Dear Mr. Green:

This correspondence is in reference to your Conditional Use Permit with the City of Palmer (No. 14-001 Modified 2018 & 2020) for an inert landfill located at 550 E. Rebarchek Avenue; property ID #17N02E08D008. Annually the city conducts a review of operations and practices in relationship to the approved and agreed upon conditions of operation.

There are several conditions placed on the operation that need your immediate attention.

1. Condition 24 – The depth of gravel extraction shall not exceed a depth of 130 feet above mean sea level. The site survey dated October 1, 2021, shows areas that exceed this threshold.
2. Condition 34 – Annual topographic survey for the Palmer Reclamation Site is required to quantify disposal fills of exempt and C & D materials imported and gravel extraction exported. The annual survey shows for the years 2019-2021 a total of 228,921 cubic yards of C & D and exempt material imported and a total of 2,351 cubic yards of pit-run exported. It appears from the Annual Site Survey's that the volume of the Palmer Reclamation Site pit has increased in size. Please have your surveyor calculate the total volume of the pit for 2019 and 2021. The city wishes to confirm the amount of gravel extracted since modification of CUP #14-001 Modified 2018 & 2020.
3. Condition 40 – Requires a traffic management plan approved by the Alaska State Fair for the operation of gravel trucks. Considering that gravel extraction has occurred, please provide the plan and confirmation of road improvements necessary to comply with traffic management plan.

City of Palmer

Alaska Demolition
November 22, 2021
Page 2

4. Condition 4 – Please confirm that this provision has been met and will be met.
5. Condition 25 – All areas of Palmer Reclamation Site shall only be brought back to a grade of the adjacent properties. Please indicate on your site survey current elevations of imported C & D material.

Please provide the requested information within two weeks of receipt of this correspondence.

Should you have any questions, I can be reached at 761-1322 or by writing to 645 E. Cope Industrial Way, Palmer, Alaska.

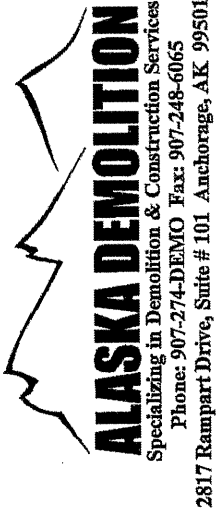
Sincerely,



Brad Hanson

BH/jep

Enclosure: Conditional Use Permit #14.001 Modified 2020



September 21, 2022

Brad Hanson Director of Community Development
Department of Community Development
City of Palmer
645 E. Cope Industrial Way
Palmer, Alaska 99645-6748
Phone: (907) 761-1322
Fax: (907) 745-5443

Subject: Conditional Use Permit for Alaska Demolition – Property ID #
Re: 17N02E08D008 2022 Site Survey and Estimated Volumes

Dear Mr. Hanson:

Please find attached the certified Site Survey conducted by Denali North Surveying of Palmer, Alaska. The following quantities represent volume in for the landfill in the calendar year September 9, 2021 through July 26, 2022:

| | |
|---|------------------------|
| Total volume of C & D | 46,869 cubic yards |
| Total Volume of Exempt materials (Concrete/Organic) | 9,778 cubic yards |
| Total volume pit-run gravel exported- | <u>280 cubic yards</u> |
| Net annual gain | 56,927 cubic yards |

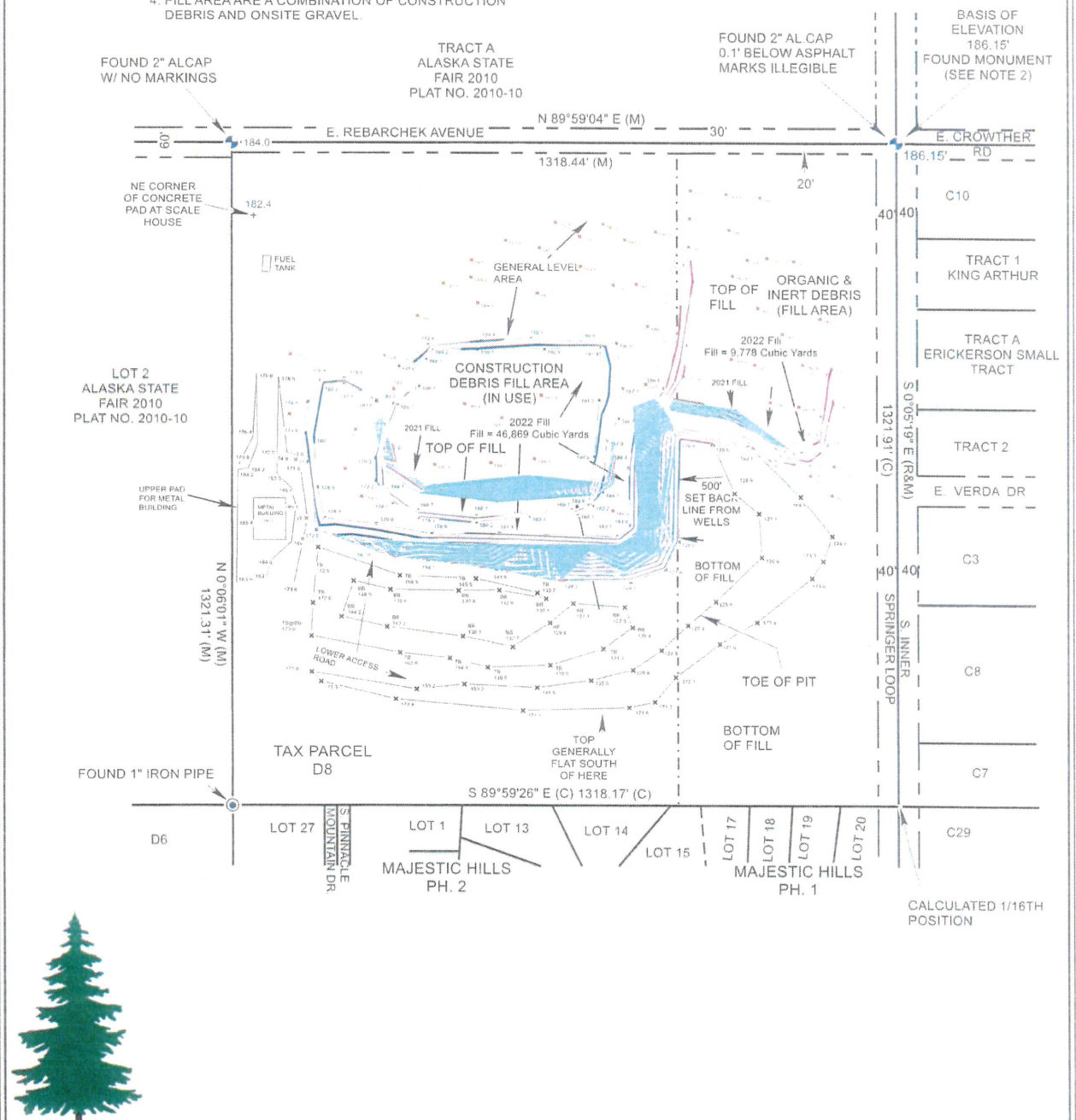
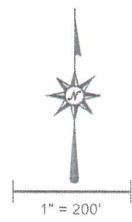
Please note that the quantities are identified on the certified survey conducted by Denali North.

Should you have any questions, please contact our office.

Respectfully,

Kurt Spencer
Alaska Demolition, LLC.

- NOTES:
1. THIS PARCEL MAY BE SUBJECT TO RESERVATIONS, EXCEPTIONS, EASEMENTS, RIGHT-OF-WAYS, AND OTHER MATTER, IF ANY, NO TITLE RESEARCH WAS CONDUCTED.
 2. ELEVATION AS SHOWN ON UPDATED SITE MAP BY SHANNON & WILSON, INC.
 3. (R) RECORD DATA FROM PLAT NO. 2005-5, (M) MEASURED DATA
 4. FILL AREA ARE A COMBINATION OF CONSTRUCTION DEBRIS AND ONSITE GRAVEL.



DENALI NORTH 230 E. Paulson Ave, Suite 67 Wasilla, Alaska 99654
Phone (907) 376-9535

I HEREBY CERTIFY THAT I HAVE SURVEYED THE FOLLOWING DESCRIBED PROPERTY: A PORTION OF THE NE 1/4 SE 1/4, SECTION 8, TOWNSHIP 17 NORTH, RANGE 2 EAST, SEWARD MERIDIAN, AK, A.K.A TAX PARCEL D8 PALMER RECORDING DISTRICT AND THERE ARE NO ENCROACHMENTS VISIBLE AT THE TIME OF THIS SURVEY, EXCEPT AS INDICATED.
DATED THIS 26TH DAY OF JULY 20 22, AT PALMER, ALASKA. IT IS THE RESPONSIBILITY OF THE OWNERS OR BUILDERS TO DETERMINE THE EXISTENCES OF ANY EASEMENTS, COVENANTS OR RESTRICTIONS WHICH DO NOT APPEAR ON THE RECORDED SUBDIVISION PLAT UNDER NO CIRCUMSTANCES SHOULD ANY DATA HEREON BE USED FOR CONSTRUCTION OR ESTABLISHING BOUNDARY OR FENCE LINES. THIS IS NOT A LOT CORNER SURVEY.



ALASKA DEMOLITION
DISPOSAL SITE FILL MONITORING
2022

| | | | |
|--|-----------|-----------------------------|------------------|
| JOB NO 07214/2008/A-1, 2009/A-2, /2010/A-2, /2011/A-2, /2012/A-1, 13-167/2013, 14-213/2014, 15-365/2015, 16-328/2016, 17-375/2017, 18-304/2018, 19-333/2019, 20-291/2020, 21-333/2021, 22-157/2022 | | FIELD BOOK/PAGE(S) 253/8-21 | |
| SCALE 200 Ft/in | PLOT PLAN | ASBUILT x | DRAWN GL CKD. ww |