

**PLANNING DEPARTMENT
CURRENT PLANNING DIVISION
ADMINISTRATIVE SITE PLAN REVIEW**

DATE: June 13, 2025

CASE NO: 2025-0064

APPLICANT: Kyle Kelly (MOA Parks & Recreation)

REPRESENTATIVE: Aimee Posanka, The Boutet Company

REQUEST: Administrative Site Plan Review for the construction of a new picnic shelter at the Girdwood Lions Club Park in the GIP-P (Girdwood Institutions and Parks) District

LOCATION: Generally located east of Egloff Drive, south of Alyeska Highway, and west of Kami Circle

LEGAL DESCRIPTION: Lot 3, Block 1, First Addition Girdwood Townsite, Alaska Subdivision (Plat 66-76)

COMMUNITY COUNCILS: Girdwood Board of Supervisors

TAX NUMBER: 075-063-21

GRID: SE4814

RECOMMENDATION SUMMARY: Approval with Conditions

SITE

Area: 8,622 square feet (.20 acre)

Vegetation: Existing trees

Zoning: GIP-P: (Girdwood Institutions and Parks) District

Topography: Gentle slope (5% Average)

Existing Use: Park Land

Utilities: Public Water and Sanitary Sewer

COMPREHENSIVE PLAN

*Classification: Public Lands and Institutions – Girdwood
Comprehensive Plan 2025 Land Use Plan*

SURROUNDING AREA

	<u>NORTH</u>	<u>EAST</u>	<u>SOUTH</u>	<u>WEST</u>
Zoning:	GIP-p	GOS	GIP-p	GIP-p
Land Use:	Girdwood Institutions and Parks	Girdwood Open Space	Girdwood Institutions and Parks	Girdwood Institutions and Parks

PROPOSAL

The Girdwood Valley Service Area (GVSA) Parks and Recreation Department proposes to construct a new picnic shelter at the Girdwood Lions Club Park located at the southwest corner of Alyeska Highway and Egloff Drive. The Lions Club Park is comprised of 4 parcels and is approximately 0.86 acres in total. The site serves mainly as a picnic area with existing picnic tables, grills, trash bins and signage. The site landscaping is natural trees and vegetation. Of that area, approximately 1,738 square feet (SF) is proposed to be disturbed for grading and foundation construction. The project objective is to provide visitors a covered shelter for picnics and community gatherings.

AGENCY AND PUBLIC COMMENTS

Agency comments have been accounted for and are included in the file. This application did not require mailed or posted notice in accordance with AMC 21.03.020H.2., *Table 21.03-1: Summary of Notice Requirements*. The Girdwood Board of Supervisors provided a Resolution (2025-07) supporting the project.

FINDINGS

AMC 21.03.180F Approval Criteria – General

An application for administrative or major site plan review shall be approved upon a finding that the site plan meets all the following criteria:

- 1. The site plan is consistent with any previously approved subdivision plat, planned development master plan, or any other precedent plan or land use approval;**

The standard is met.

The petition site is classified as “*Public Lands and Institutions – Girdwood Comprehensive Plan 2025 Land Use Plan.*” The proposed use is in line with comprehensive plan.

- 2. The site plan complies with all applicable development and design standards outlined in this title, including but not limited to the provisions in chapter 21.04, *Zoning Districts*, chapter 21.05, *Use Regulations*, chapter 21.06, *Dimensional Standards and Measurements*, and chapter 21.07, *Development and Design Standards*;**

The standard is met.

See below for all AMC Title 21 standards.

- 3. The site plan addresses any significant adverse impacts that can reasonably be anticipated to result from the use, by mitigating or offsetting those impacts to the maximum extent feasible; and**

The standard is met.

The proposed development is not expected to result in any adverse impacts to the surrounding area. The installation of a picnic shelter will be an improvement to this site.

- 4. The development proposed in the site plan is consistent with the goals, objectives, and policies of the comprehensive plan.**

The standard is met.

This property is designated *Public Lands and Institutions* in the *Girdwood Comprehensive Plan 2025 Land Use Plan*. The proposed development is consistent with the comprehensive plan.

AMC Title 21 Standards:

21.09.040F Other Districts

4. GIP (Girdwood Institutions and Parks) District

a. *Location; Parks Designation*

The GIP (Girdwood Institutions and Parks) district consists of land in public use, or projected to be in public use, during the duration of the Girdwood Area Plan. Among other uses, the Girdwood school, the U.S. Forest Service ranger station and visitor center, State of Alaska highway maintenance yard, and municipal sewage treatment plant, along with both dedicated and undedicated existing and future parks, are located in this district.

Within the GIP district, parks, whether dedicated or undedicated, existing or future, are designated on the district map by "GIP-p."

- b. Intent** The GIP district is intended to include areas of public and quasi-public institutional uses and activities.

d. Uses

- i. Permitted Uses** The following uses are allowed subject to the stated limitations:

(A) Park facilities and playgrounds.

(B) Community fairs and special events, subject to obtaining any required temporary use permits.

(C) Concession facilities not larger than 500 square feet, primarily serving users of the park or open space where located.

This standard is met.

A public picnic shelter is considered a park facility and is a permitted use.

21.05.040G, Community Uses: Definitions and Use-Specific Standards: Parks and Open Areas

2. Park, Public or Private

a. Definition

An area that is predominately open space, reserved for and designed to be used principally for active and/or passive recreation, and/or to serve ecological and aesthetic functions; any area designated as park by the assembly.

This standard is met.

This property is zoned Girdwood Institutions and Parks, which permits the park use

c. Use-Specific Standards in Turnagain Arm

- ii. All development projects costing \$1,000,000 or less in municipal parks identified in the Anchorage Park, Greenbelt and Recreation Facility Plan Volume 3: “Turnagain Arm” shall be approved by administrative site plan review in accordance with subsection 21.03.180C.**

This standard is met.

This application for an Administrative Site Plan Review is required.

21.09.060B.5, Table of Dimensional Standards: Other Girdwood Districts (This parcel meets the minimum area for lot size for a GIP-p parcel but does not meet the minimum width of 70 feet, therefore, this parcel is governed by the gRST-1 dimensional standards).

- **Minimum lot Area 8,400 square feet – 8,622 square feet provided**
- **Minimum lot width 60 ft – 67.48 ft provided**
- **Max lot coverage 50% - 5.5%**
- **Maximum setback requirements**
 - **Front 13 ft – 38.0 ft provided**
 - **Rear 20 ft – 65.0ft provided**
 - **Side 10 ft – 20.0 ft provided**
- **Maximum height of structures**
 - **Principal 35 ft – ~15.0 ft**

This standard is met.

The proposed site plan complies with the dimensional standards for the GIP-P district.

21.09.070 Site Development and Design Standards:

A. Purpose and General Goals

4. Standards

The purpose of the standards is to ensure new development avoids adverse impacts on the environment and natural resources while maintaining and enhancing the appearance and character of the valley. Specific purposes of the standards include:

- 1. To help maintain high quality living environments, small-town character, and the presence of the natural landscape within Girdwood neighborhoods;**

2. To preserve and reinforce the unique natural qualities of the site, to fit the building into the land to leave its natural landforms and features intact; and
3. To treat the building as an integral part of the natural environment and an attractive addition to the Girdwood community.

This standard is met.

The proposed picnic shelter will not adversely impact the environment and natural resources. This structure will enhance the appearance and character of the park.

DEPARTMENT DECISION:

The Department APPROVES this request, subject to the following conditions:

1. This approval is subject to the petitioner's application, narrative, submittals, and the following plans on file at the Planning Department, except as modified by these conditions of approval:

Lot 3, Block 1, Girdwood Townsite, Alaska Subdivision (Plat 66-79); As-Built prepared by The Boutet Company, Inc., 601 E. 57th Place, #102, Anchorage, AK 99518; dated March 25, 2025.
2. A notice of zoning action shall be filed with the State Recorder's Office to include the site plan. Proof of such shall be submitted to the Planning Department.

NOTICE OF APPEAL:

This decision is final upon the date of this decision unless appealed within 15 days to the Planning and Zoning Commission. An appeal may be filed by the applicant or by a petition of at least one-third of the owners (excluding rights-of-way) of the privately owned land within 500 feet of the petition site. If the appeal is filed timely, the Planning and Zoning Commission shall hold a public hearing at its next available meeting.

Reviewed by:



Melisa R. K. Babb
Planning Director

Prepared by:



Paul Hatcher
Senior Planner