



**MAYOR**  
Bert L. Cottle

**CITY PLANNER**  
Tina Crawford

**WASILLA PLANNING COMMISSION**

Claudia Pinard, Seat A  
Daniel Kelly Jr., Seat B  
Jessica Dean, Seat C  
Loren Means III, Seat D  
Glenda Ledford, Seat E

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**CITY OF WASILLA  
PLANNING COMMISSION MEETING AGENDA  
WASILLA CITY COUNCIL CHAMBERS**

Wasilla City Hall, 290 E. Herning Avenue, Wasilla, AK 99654 / 907-373-9020 phone

**REGULAR MEETING**

**6 P.M.**

**November 18, 2014**

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. APPROVAL OF AGENDA
- V. REPORTS
  - A. City Deputy Administrator
  - B. City Public Works Director
  - C. City Attorney
  - D. City Planner
- VI. PUBLIC PARTICIPATION (*three minutes per person, for items not scheduled for public hearing*)
- VII. CONSENT AGENDA
  - A. Minutes of October 14, 2014 regular meeting
- VIII. NEW BUSINESS (*five minutes per person*)
  - A. Public Hearing
    1. Item: **Conditional Use Permit #14-10 (Reso. #14-25)**  
Request: Approval to construct a new 23,500 square foot City of Wasilla Library.  
Applicant: Wende Wilber, ECI/Hyer Architects  
Owner: City of Wasilla  
Total Area: 4.03± acres  
Location: Northwest corner of Crusey Street and Swanson Avenue Tract B-1B, Wasilla Middle School S/D

Zoning: Commercial

- a. City Staff
- b. Applicant
- c. Private person supporting or opposing the proposal
- d. Applicant

2. **Resolution Serial No. 14-23:** Supporting the goals and initiatives for the annual Capital Improvement Program.
3. **Resolution Serial No. 14-24:** Expressing appreciation to Commissioner Daniel Kelly, Jr. for the years of service provided to the City of Wasilla as a Planning Commissioner.

B. Committee of the Whole

1. Draft Downtown Overlay District discussion.

IX. UNFINISHED BUSINESS

X. COMMUNICATIONS

- A. Permit Information
- B. Enforcement Log

XI. AUDIENCE COMMENTS (*three minutes per person*)

XII. STAFF COMMENTS

XIII. COMMISSION COMMENTS

XIV. ADJOURNMENT

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**REGULAR MEETING**

**I. CALL TO ORDER**

The regular meeting of the Wasilla Planning Commission was called to order at 6:00 PM on Tuesday, November 18, 2014, in Council Chambers of City Hall, Wasilla, Alaska by Glenda Ledford, Chairman.

**II. ROLL CALL**

Commissioners present and establishing a quorum were:

Claudia Pinard, Seat A  
Daniel Kelly Jr., Seat B  
Jessica Dean, Seat C  
Loren Means, Seat D  
Glenda Ledford, Seat E

Staff in attendance were:

Mr. Archie Giddings, Public Works Director  
Ms. Tina Crawford, City Planner  
Ms. Kathy Martin-Albright, Library Director  
Ms. Joan Klapperich, Cultural and Recreation Services Director  
Ms. Tahirih Revet, Planning Clerk

**III. PLEDGE OF ALLEGIANCE**

A. Commissioner Pinard led the Pledge of Allegiance.

**IV. APPROVAL OF AGENDA**

GENERAL CONSENT: The agenda was approved as presented.

**V. REPORTS**

A. City Deputy Administrator  
No report given.

B. City Public Works Director  
Mr. Giddings stated that the new City Deputy Administrator is Lyn Carden.

C. City Attorney  
No report given.

D. City Planner  
No report given.

**VI. PUBLIC PARTICIPATION** (*Three minutes per person for items not on agenda*)

No one stepped forward to make a comment.

## VII. CONSENT AGENDA

A. Minutes of October 14, 2014, regular meeting

GENERAL CONSENT: Minutes were approved as presented.

## VIII. NEW BUSINESS *(five minutes per person)*

A. Public Hearing

1. Item: **Conditional Use Permit #14-10** (Reso. #14-25)  
Request: Approval to construct a new 23,500 square foot City of Wasilla Library.  
Applicant: Wende Wilber, ECI/Hyer Architects  
Owner: City of Wasilla  
Total Area: 4.03± acres  
Location: Northwest corner of Crusey Street and Swanson Avenue  
Tract B-1B, Wasilla Middle School S/D  
Zoning: Commercial
  - a. City Staff

Ms. Crawford provided a brief summary for the request of Conditional Use Permit #14-10.

b. Applicant

Ms. Wende Wilber, consultant with ECI/Hyer Architects, provided a presentation on the request for the construction of new Library.

Discussion moved to the Commission.

c. Private person supporting or opposing the proposal

Chair Ledford opened the public hearing for Conditional Use Permit #14-10.

With no one present, Chair Ledford closed the public hearing.

d. Applicant

Ms. Wilber stated that this project has a large amount of support and the facility will be done great.

MOTION: Commissioner Dean moved to approve Conditional Use Permit #14-10, as presented.

VOTE: The motion to approve Conditional Use Permit #14-10 (Resolution Serial No. 14-25), passed unanimously.

2. **Resolution Serial No. 14-23:** Supporting the goals and initiatives for the annual Capital Improvement Program.

Mr. Giddings provided a summary on the list of recommendations for the CIP in the upcoming year and for the five-year plan.

Discussion moved to the Commission.

MOTION: Commissioner Kelly moved to approve Resolution Serial No. 14-23, as presented.

MOTION: Commissioner Pinard moved to amend to add a 8) to the priority list for City funding that states: 8) Swanson Avenue pathway improvements in association with the library development to include pathway lighting.

VOTE: The motion to amend Resolution Serial No. 14-23 to add 8) to the priority list, passed unanimously.

VOTE: The motion to approve Resolution Serial No. 14-23, as amended passed unanimously.

3. **Resolution Serial No. 14-24:** Expressing appreciation to Commissioner Daniel Kelly, Jr. for the years of service provided to the City of Wasilla as a Planning Commissioner.

MOTION: Commissioner Dean moved to approve Resolution Serial No. 14-24, as presented.

VOTE: The motion to approve Resolution Serial No. 14-24, passed unanimously.

#### B. Committee of the Whole

MOTION: Commissioner Means moved to enter into the Committee of the Whole at 7:17 PM.

Entered into the Committee of the Whole for the following item:

1. Draft Downtown Overlay District discussion.

MOTION: Commissioner Kelly moved to exit the Committee of the Whole at 8:11 PM.

#### IX. UNFINISHED BUSINESS

No unfinished business.

#### X. COMMUNICATIONS

No statements made regarding the following items.

- A. Permit Information
- B. Enforcement Log

#### XI. AUDIENCE COMMENTS (*three minutes per person*)

No comments.

**XII. STAFF COMMENTS**

Ms. Crawford stated that the next meeting on December 2014 will have another draft of the Downtown Overlay.

**XIII. COMMISSION COMMENTS**

Commissioner Kelly thanked the Commission and City staff for the certificate.

Commissioner Pinard stated that she believed that the landscaping for the new library will be missed.

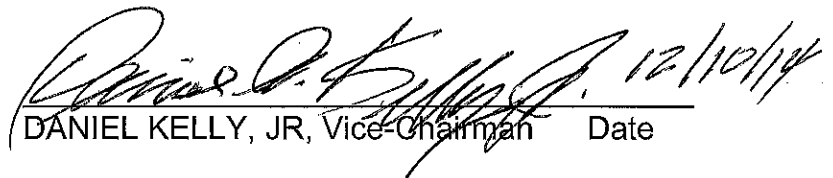
Commissioner Dean thanked Commissioner Kelly for his service and also that the landscaping in front of the library will be looked at later.

Commissioner Means thanked Commissioner Kelly for his service on the Commission and guidance.

Chair Ledford thanked Commissioner Kelly for his years of service.

**XIV. ADJOURNMENT**

The regular meeting adjourned at 8:16 PM.

  
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DANIEL KELLY, JR, Vice-Chairman      Date

ATTEST:

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TAHIRIH REVET, Planning Clerk

Adopted by the Wasilla Planning Commission December 9, 2014.