



**MAYOR**  
Bert L. Cottle

**CITY PLANNER**  
Tina Crawford

**WASILLA PLANNING COMMISSION**

Claudia Pinard, Seat A  
Debra Barrett, Seat B  
Jessica Dean, Seat C  
Loren Means, 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

**SPECIAL MEETING**

**6 P.M.**

**MARCH 5, 2015**

- 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
  - E. AKDOT/PF – Knik-Goose Bay Road Reconstruction Project Update
- VI. PUBLIC PARTICIPATION (*five minutes per person, for items not scheduled for public hearing*)
- VII. CONSENT AGENDA
  - A. Minutes of February 10, 2015 regular meeting
- VIII. NEW BUSINESS (*five minutes per person*)
  - A. Committee of the Whole
    - 1. Transmission line update by MEA
- IX. UNFINISHED BUSINESS
- X. COMMUNICATIONS
  - A. Permit Information
  - B. Enforcement Log

- XI. AUDIENCE COMMENTS
- 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, February 10, 2015, 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
- Debra Barrett, Seat B
- Jessica Dean, Seat C
- Loren Means, Seat D
- Glenda Ledford, Seat E

Staff in attendance were:

- Mr. Bert Cottle, Mayor
- Ms. Lyn Carden, Deputy Administrator
- Mr. Archie Giddings, Public Works Director
- Ms. Tina Crawford, City Planner
- Mr. Richard Payne, City Attorney
- Ms. Sandi Connolly, Public Works Clerk

**III. PLEDGE OF ALLEGIANCE**

A. Commissioner Barrett 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 there has been an addendum on the bid for the library and the deadline date for submittals has been moved to February 25, 2015.

C. City Attorney

Mr. Payne stated that the City Council tabled the sale of the Meta Rose Square indefinitely, the land swap between the Church of Nazarene and the City is still on hold until the Alaska Supreme Court makes a decision, and he is a property owner that's within the Downtown Overlay District.

D. City Planner

Ms. Crawford reminded the Commission about the special meeting scheduled for next month that will be on March 5th and that the March 17th regular meeting may be cancelled.

**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 January 20, 2015, special meeting

GENERAL CONSENT: Minutes were approved as presented.

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

A. Public Hearing

1. **Resolution Serial No. 15-03:** Recommending that the Wasilla City Council amend Title 16 of the Wasilla Municipal Code to add Section 16.20.040, Downtown Overlay District, that establishes a downtown overlay district and adopts design standards for development and redevelopment on properties within the downtown overlay district.

a. City Staff

Ms. Crawford provided the purpose and background for the Downtown Overlay District (Resolution Serial No. 15-03) and gave reasons and benefits of the overlay rules and regulations.

b. Applicant

c. Private person supporting or opposing the proposal

Chair Ledford opened the public hearing.

Mr. Kerry Wright stated that he is concerned about restrictions within the downtown overlay district and provided suggestions to change the overlay district boundary to exclude property on the Parks Highway and Main Street.

Discussion moved to the Commission.

Ms. Marilyn McGuire stated that she was the former Mayor and believes this is a good idea but she stated her concerns about parking for people with mobility issues and during inclement weather.

Discussion moved to the Commission.

Mr. John Klapperich stated that he is in favor of the downtown overlay district and is on the Borough Planning Commission. He also stated that he would like to have a Commissioner from the City attend the Borough Planning Commission meetings so the

City and the Borough can be more informed of projects happening within the City or Borough.

With no other comments, Chair Ledford closed the public hearing.

d. Applicant

MOTION: Commissioner Dean moved to approve Resolution Serial No. 15-03, as presented.

Discussion moved to the Commission.

MOTION: Commissioner Pinard moved to amend Resolution Serial No. 15-03, as follows (deletions are shown in ~~strike through~~ format and new language is **underlined**):

2. Site Design Standards (A)(2)(b)

(viii) All sidewalk-paving materials shall be continued across any intervening driveway at the same prevailing grade and cross slope as on the adjacent sidewalk clear zone ~~(not to exceed 2%)~~ **must meet Americans with Disabilities Act requirements**....

1. Corridor Standards (Roads and Streets) (B)

(2) Street Trees

~~The following are the approved species of trees for the major roads of the Downtown Overly District~~

Table 3 – “Species” column (all rows will read):

**Must be approved by the city planner and city public works director**

4. Landscaping (N)

(1) Acceptable street trees and shrubs shall be selected from the approved lists **approved by the city planner and city public works director.**

4. Landscaping

O. Approved Plants Lists

~~Honeylocust (Gleditsia spp.), Hackberry (Celtis occidentalis), Jophorbeam/Ironwood (Ostrya virginiana), and/or Lindent (Tillia spp.)~~

**All plant and tree types must be approved by the city planner and city public works director.**

VOTE: The motion to amend Resolution Serial No. 15-03, passed unanimously.

MOTION: Commissioner Dean moved to amend Resolution Serial No. 15-03, as follows:

#### 4. Landscaping

##### A. Professional Design Requirements

All landscape plans submitted for review to the city planner shall **not** be ...

VOTE: The motion to amend Resolution Serial No. 15-03, passed with Commissioner Barrett, Dean, Mean, and Chair Ledford in favor and Commissioner Pinard opposed.

VOTE: The motion to approve Resolution Serial No. 15-03 as amended, passed with Commissioner Barrett, Dean, Pinard, and Chair Ledford in favor and Commissioner Means opposed.

#### **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. Carden stated that she appreciates the Commissioners making difficult choices and opinions on behalf of the City residents. She also provided statistics on the number of people who visit or drive through Wasilla for goods and services.

Ms. Crawford stated that she appreciates all the input and conservation from the Planning Commission regarding the Downtown Overlay District.

#### **XIII. COMMISSION COMMENTS**

Commissioner Dean stated that she appreciated all the discussion regarding the Downtown Overlay District and the residents that attended and provided feedback.

Commissioner Means stated that he appreciates all the discussion on the Downtown Overlay District but thinks the approval of the Downtown Overlay District has moved too fast.

Commissioner Pinard stated that she believes that moving forward with the Downtown Overlay District isn't going too fast and if more city residents wanted to provide feedback they would either contact the city or show up at meetings. She also would like to see if incentives for current business owners could be added to the Downtown Overlay District.

Commissioner Barrett stated that she is looking forward to changes in the downtown area.

Chair Ledford stated that she agreed with Commissioner Pinard and thanked everyone for their time.

**XIV. ADJOURNMENT**

The regular meeting adjourned at 8:18 PM.

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GLEENDA LEDFORD, Chairman      Date

ATTEST:

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TAHIRIH REVET, Planning Clerk

Adopted by the Wasilla Planning Commission -, 2015.

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**PERMIT INFORMATION 2015**

APPLICATION RCVD	APPROVAL DATE	PERMIT #	TYPE	SQ FTG	TAX ID	SUBDIVISION	APPLICANT	SITE ADDRESS	ZONE	AS-BUILT SURVEY
<b>ADMINISTRATIVE APPROVAL</b>										
01/06/15	01/20/15	A15-01	COMM<10,000 SQ FT	1,157	2638B07L002A	WASILLA TOWNSITE RSB	YI, TONG	322 N MAIN ST	C	
01/06/15	01/12/15	A15-02	COMM<10,000 SQ FT	960	6910000L02	FERN PLAZA	KRUCKOWSKI, KRISTINA	1689 S KNICK-GOOSE BAY RD	C	
01/08/15	01/20/15	A15-03	SUBDIVISION		1097B05L002	SHADOWOOD VLY #1	MCMANUS, CASEY	601 N SHADOWOOD CIR	C	
01/09/15	01/12/15	A15-04	MEDICAL OFFICE	3,400	9058000U003	PARK AVE COMM CONDOS	VALLEY UPRIGHT IMAGING	261 E PARK AVE	C	
01/13/15	01/21/15	A15-05	COMM<10,000 SQ FT	1,527	2523B01L001A	FRED NELSON RSB	DELARM, ANTHONY	224 N YENLO ST	C	
01/16/15	01/16/15	A15-06	DUPLEX	3,200		THE MEADOWS	ROBERT YUNDT HOMES	1551 N KERRY LN	RR	
01/16/15	01/16/15	A15-07	DUPLEX	3,200		THE MEADOWS	ROBERT YUNDT HOMES	1501 N KERRY LN	RR	
01/16/15	01/16/15	A15-08	SIGN	96	1066B05L010	WASILLA TOWNSITE	WANG, JOSEPH	111 E HERNING AVE	C	
01/27/15	02/10/15	A15-09	COMM<10,000 SQ FT	2,095	4956000T00A4	OLSON 1999 ADD	EUNICE, WALTER	1511 E PARKS HWY	C	
01/28/15	PENDING	A15-10	COMM<10,000 SQ FT	1,120	1097B05L002	SHADOWOOD VLY #1	MCMANUS, CASEY	251 W GRAYBARK DR	C	
02/19/15	PENDING	A15-11	SFD	1,620	1113B05L015	WASILLA ACRES	SKRIPNIK, ROMAN	1931 W VAUNDA AVE	RR	
02/20/15	02/23/15	A15-12	COMM<10,000 SQ FT	8,190	6879000T00G-2	TALLERICO RSB	ELGEE, KEVIN	2150 S ENDEAVOR ST	RR	
02/24/15	02/25/15	A15-13	ALF	1,725	4993B06L017A	WASILLA EST	SAYEN, THEODORE	751 N SOMERSET CIR	RR	
02/25/15	02/25/15	A15-14	DUPLEX	3,359	1104B01L003	WASILLA EST	PRECISION HOMES	1101 W HOLIDAY DR	RR	
<b>USE PERMITS</b>										
<b>CONDITIONAL USE PERMITS</b>										
<b>PLANNED UNIT DEVELOPMENT (PUD)</b>										
<b>REZONE</b>										
01/28/15	WITHDRAW	R15-01	REZONE TO C		6879000T00G-2	TALLERICO	ELGEE, KIM	2150 S ENDEAVOR ST	RR	
<b>LEGAL NON-CONFORMING USE</b>										
<b>SHORELINE SETBACK</b>										
<b>AMNESTY</b>										
<b>VARIANCE</b>										



# Code Compliance Log December 2014



DATE	COMPL. DISP. SELF	NAME/ADDRESS	INF. CON.	LTR. ISS?	CASE STATUS	NOTES
12/1/2014	S	453 Swanson		N	Security check	14-83663
12/3/2014	D	Great Clips		Y	HCP parking violation	14-84071 citation
12/3/2014	S	Carrs		Y	HCP parking violation	14-84082 verbal warning
12/3/2014	S	Carrs		Y	HCP parking violation	14-84115 verbal warning
12/4/2014	C	3466 Tamarak		Y	RAL horse	14-84292
12/5/2014	S	Wasilla Lake Park		Y	Business license/vending violation	14-84429
12/5/2014	S	Meta Rose		N	Abandoned veh	14-84435 red tag
12/5/2014	FUP	3466 Tamarak		Y	RAL horse	14-84292 verbal warning
12/5/2014	C	900 Cache		Y	Dog welfare check	14-84478 unfounded
12/8/2014	S	Bumpus		N	Facility/security check	14-85143
12/8/2014	D	1500 Lake Lucille		Y	Motorized uses on lake	14-85155
12/9/2014	C	Burchell HS		Y	RAL cat	14-85447 provide cat trap
12/10/2014	ADM	1280 Lucus		Y	Stop work order	14-85545
12/10/2014	D	Burger King		Y	RAL dog	14-85563 RTO, verbal warning
12/10/2014	S	Walgreens		Y	HCP parking violation	14-85566 verbal warning
12/11/2014	PAT	1550 Centurian		N	Assist patrol with found property	14-85790
12/11/2014	D	1115 Pullman		Y	RAL dog, attack on chickens	14-85815 impound
12/12/2014	S	Holiday Station		Y	HCP parking violation	12-85977 citation
12/12/2014	FUP	1115 Pullman		Y	RAL dog, attack on chickens	14-85815
12/12/2014	D	Bumpus		N	Suspicious activity	14-86008 unfounded
12/15/2014	C	Seward Meridian & Whispering Woods		Y	RAL dog	14-86731 UTC
12/15/2014	D	1775 Fanciful		Y	Abandoned cat	14-86783 unfounded
12/15/2014	PAT	KGB & Park		N	MVA traffic control	14-86807
12/15/2014	S	Lake Lucille Park		N	Facility/security check	14-86814
12/16/2014	C	Meta Rose		Y	Trespassing violation	14-86941 verbal warning
12/16/2014	ADM	320 Lucille		N	Owner locate per Chief Belden	14-86981
12/16/2014	S	Bumpus		N	Facility/security check	14-87009
12/17/2014	PAT	Fred Meyer		Y	Panhandling/trespassing violation	14-87206 assist patrol
12/18/2014	D	1401 Nicola		Y	Vehicles parked in ROW	14-87337 verbal warning
12/19/2014	FUP	650 Arnold Palmer		Y	Dog welfare check	14-87301 unfounded
12/19/2014	FUP	Seward Meridian & Whispering Woods		Y	RAL dog	14-86731 UTC
12/22/2014	D	1551elanie		N	Barking complaint	14-88462 UTL



# Code Compliance Log December 2014



DATE	COMPL. DISP. SELF	NAME/ADDRESS	INF. CON.	LTR. ISS?	CASE STATUS	NOTES	
12/22/2014	S	2101 Mystery		Y	N	RAL dog	14-88466 RTO, verbal warning
12/22/2014	S	300 Swanson		Y	N	Trash/littering violation	14-88481 verbal warning
12/22/2014	FUP	1500 Lake Lucille		Y	N	Motorized uses on lake	14-85155 verbal warning
12/22/2014	D	Parks & Church		Y	N	RAL horse	14-88511 RTO
12/29/2014	C	1601 Kerry		Y	N	Vehicles parked in ROW	14-89893 verbal warning
12/30/2014	D	Crusey & Westpoint		N	N	RAL dog	14-90151 UTL
12/30/2014	C	Nunley Parl		Y	N	Patrol request- feral teenagers	14-90179