



**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

**REGULAR MEETING**

**6 P.M.**

**FEBRUARY 10, 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
- VI. PUBLIC PARTICIPATION (*five minutes per person, for items not scheduled for public hearing*)
- VII. CONSENT AGENDA
  - A. Minutes of January 20, 2015 regular meeting
- 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.

- 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 ~~striketrough~~ 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.

 3-5-15  
\_\_\_\_\_  
GLENDA LEDFORD, Chairman      Date

ATTEST:

  
~~FAHRIH REVEY, Planning Clerk~~  
Sandra Connolly, Public Works Clerk  
Adopted by the Wasilla Planning Commission March 5, 2015.