



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
Brian Mayer, Seat E

**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 9, 2016

- 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 November 19, 2015 special meeting
Minutes of January 12, 2016 meeting
- VIII. NEW BUSINESS (*five minutes per person*)
 - A. Public Hearing
 1. **Resolution Serial No. 16-03:** Supporting Matanuska-Susitna Borough planning efforts to develop a regional transportation planning partnership process to ensure better communication and collaboration between the Alaska Department of Transportation and Public Facilities, the Borough, and the cities of Palmer, Wasilla, and Houston.

- IX. UNFINISHED BUSINESS
- X. COMMUNICATIONS
 - A. Updated Planning Commission meeting calendar for 2016
 - B. Permit Information
 - C. Enforcement Log
 - D. Matanuska-Susitna Borough Planning Commission agenda
- XI. AUDIENCE COMMENTS (*three minutes per person*)
- XII. STAFF COMMENTS
- XIII. COMMISSION COMMENTS
- XIV. ADJOURNMENT

SPECIAL MEETING

I. CALL TO ORDER

The special meeting of the Wasilla Planning Commission was called to order at 6:00 PM on Thursday, November 19, 2015, in Council Chambers of City Hall, Wasilla, Alaska by Glenda Ledford, Chair.

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. Archie Giddings, Director of Public Works
Ms. Tina Crawford, City Planner
Ms. Tahirih DesJardin, Planning Clerk

III. PLEDGE OF ALLEGIANCE

A. Ms. Crawford led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

GENERAL CONSENT: The agenda was approved as presented.

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

Mr. Kevin Baker stated that if the Downtown Overlay District doesn't allow storage units in the City then please let the citizens know where they support them within the City Limits. Also, he believes the Downtown Overlay District will discourage development within the Downtown Overlay District, the opposite of what is being said by the City. He also stopped by DOT and they have a Main Street design plan and encourages the Commission to review the document when making rules for the Overlay. Also, that he doesn't believe the Overlay will be walkable as there are no one walking in the area now.

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

A. Committee of the Whole

1. Discussion with Downtown Overlay District Committee regarding draft Downtown Overlay Zoning District regulations and design criteria.

MOTION: Commissioner Barrett moved to enter into the Committee of the Whole at 6:05 PM.

Ms. Crawford provided a brief summary of the previous meeting and the items to be discussed at tonight's meeting. She went over the proposed special approval criteria for approval of a gas station as a conditional use.

Discussion ensued.

Mr. Richard Payne stated that he was opposed to a gas station, but if allowed, then there should be a criterion that limits the encroachment from the Parks Highway into the downtown overlay district.

Mr. Sam Goldman stated that he agreed with all proposed changes and the original overlay boundary, but that he believes that a gas station should be allowed on a smaller size lot.

Ms. Randy Robinson stated that she agreed with Mr. Goldman's proposed changes and the original overlay boundary.

Ms. Beth Wright stated that she thought they should have input from property owner of the mini-warehouse storage units before including them in the downtown overlay boundary and she agreed with all the changes and the original overlay boundary.

Ms. Janice Raisanen was not present.

Commissioner Barrett stated that she was opposed to gas stations and that the downtown overlay district will not reduce property values. Also, she is okay with the other changes but would like to see more attractive signage and the sign height lower than 25 feet and that she is in favor of the original overlay boundary.

Commissioner Pinard stated that she has concerns with the spacing of the street trees (they should be 20 feet apart instead of 40 feet) and would like to see the sign height lower than 25 feet and that she is in favor of the original overlay boundary.

Commissioner Dean stated that she is not in favor of gas stations but will compromise especially since the group supports the original larger boundary that includes the Parks Highway properties. She would also like to make signage look different but still safe and visible and asked that staff bring back information on signage studies indicating the minimum size needed for safe viewing from the Parks Highway.

Commissioner Means stated he likes boundary #4 and is ok with gas stations.

Chair Ledford stated that she appreciates the Committee members and Commission for their work in resolving issues. Also, she agrees with the changes and thinks it's a good compromise.

MOTION: Commissioner Pinard moved to exit the Committee of the Whole at 8:03 PM.

MOTION: Commissioner Barrett moved to direct staff to bring forward a resolution at the January 12, 2016 meeting recommending approval of the downtown overlay zoning district and design standards that includes the changes discussed tonight.

VOTE: The motion passed unanimously.

B. Public Hearing

1. **Resolution Serial No. 15-21:** Supporting the goals and initiatives for the annual Capital Improvement Program.

Mr. Giddings provided a brief statement on the capital improvement program goals and initiatives.

Chair Ledford opened the public comment portion of the public hearing for Resolution Serial No. 15-21.

Ms. Colleen Cottle stated that she is in support of using the Iditarod Elementary for offices used by the City and State.

Ms. Diane Woodruff stated that she is in support of using the Iditarod Elementary for office used by the City and State.

With no one else stepping forward, Chair Ledford closed the public comment portion of the public hearing.

MOTION: Commissioner Barrett moved to approve Resolution Serial No. 15-21, as presented.

Discussion moved to the Commission.

MOTION: Commissioner Dean moved to amend Resolution Serial No. 15-21, Item #5, Iditarod School, to add a condition that the Commission support the acquisition if there is a business plan be in place that shows viability for the project for at least 10 years.

VOTE: The motion to approve the amendment to the main motion passed unanimously.

VOTE: The motion to approve Resolution Serial No. 15-21, as amended, passed unanimously.

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

Mr. William Green stated that he doesn't think property within the Downtown Overlay District will develop as envisioned by the Commission.

Ms. Woodruff stated that she appreciates the time and effort by the Committee members and Commission.

VIII. STAFF COMMENTS

Ms. Crawford reminded the Commission that the next meeting is January 12, 2016, and she appreciates Ms. Ledford for all her years of service.

IX. COMMISSION COMMENTS

Commissioner Barrett thanked the Committee members for their time and effort. Also, thanked Chair Ledford for her time on the Commission.

Commissioner Dean thanked the Committee members for their time and effort. Also, thanked Chair Ledford for her time on the Commission.

Commissioner Pinard thanked the Committee members for their time and effort. Also, thanked Chair Ledford for her time on the Commission

Commissioner Means thanked Chair Ledford for her time on the Commission and also thought that the special meetings had progress.

Chair Ledford thanked the Committee members for their time and effort.

X. ADJOURNMENT

The regular meeting adjourned at 8:50 PM.

ATTEST:

GLENDA LEDFORD, Chairman Date

TAHIRIH DESJARDIN, Planning Clerk

Adopted by the Wasilla Planning Commission -, 2015.

REGULAR MEETING

I. CALL TO ORDER

The regular meeting of the Wasilla Planning Commission was called to order at 6:00 PM on Tuesday, January 12, 2016, in Council Chambers of City Hall, Wasilla, Alaska by Jessica Dean, Vice-Chair.

II. ROLL CALL

Commissioners present and establishing a quorum were:

- Debra Barrett, Seat B
- Jessica Dean, Seat C
- Loren Means, Seat D
- Brian Mayer, Seat E

Commissioner absent and excused was:

- Claudia Pinard, Seat A

Staff in attendance were:

- Mr. Archie Giddings, Public Works Director
- Ms. Tina Crawford, City Planner
- Ms. Lyn Carden, Deputy Administrator
- Ms. Tahirih DesJardin, Planning Clerk

III. PLEDGE OF ALLEGIANCE

- A. Commissioner Mayer led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

GENERAL CONSENT: The agenda was approved as presented.

V. REPORTS

- A. City Deputy Administrator

Ms. Lyn Carden provided a brief report on City business licensing numbers for 2015 and the three largest categories that licenses were applied for are retail/wholesale/vending trade, general and specialty contracting, and service repair and maintenance.

- B. City Public Works Director

Mr. Giddings provided an update on the development of the library.

- C. City Attorney

Ms. Need gave a statement on a current appeal.

- D. City Planner

Ms. Crawford stated that the Downtown Overlay District will be on the March planning commission meeting.

VI. PUBLIC PARTICIPATION (*Three minutes per person for items not on agenda*)
No one stepped forward.

VII. CONSENT AGENDA

- A. Minutes of November 5, 2015 special meeting
- Minutes of November 10, 2015 meeting
- Minutes of November 12, 2015 special meeting

GENERAL CONSENT: Minutes were approved as presented.

VIII. ELECTION OF OFFICERS

Nominations were opened for Chairman.

Commissioner Barrett nominated Commissioner Dean for Chairman.

MOTION: With no other nominations for Chairman, Commissioner Mayer made a motion to close nominations.

VOTE: The motion to elect Commissioner Dean as Chairman, passed unanimously.

Nominations were opened for Vice-Chairman.

Chair Dean nominated Commissioner Barrett for Vice-Chairman.

MOTION: With no other nominations for Vice-Chairman, Commissioner Mayer made a motion to close nominations.

VOTE: The motion to elect Commissioner Barrett as Vice-Chairman, passed unanimously.

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

A. Public Hearing

- 1. Item: **Administrative Approval #15-129** (Reso. #16-01)
 - Applicant: Wisdom Traditions Counseling Services, LLC
 - Owner: Archie and Verna Euwer Living Trust
 - Request: Outpatient addiction recovery program and counseling office
 - Total Area: 0.55 acres +/-
 - Location: 291 E. Paulson Avenue
Lot 1, Block 2, Thomas Addition #1 Subdivision
 - Zoning: Commercial

a. City Staff

Ms. Crawford provided a brief summary of the request for the outpatient addiction recovery program and counseling office and stated that drug therapy replacement would not occur at this location.

b. Applicant

Michael DeMolina, PhD, provided a brief background of his business and why they would like to open up the facility in Wasilla.

c. Private person supporting or opposing the proposal

Chair Dean opened the public comment portion of the public hearing.

The following individuals stated they are favor of the treatment facility as long as the conditions proposed in the resolution are followed:

Ms. Cindy Bettine

Ms. Stacy Lowe

Ms. Rita Martinez

The following individuals stated they are in favor of the treatment facility:

Ms. Andrea Moore

Mr. Mike Eldridge

Mr. Gary Clatt

Ms. Echo Wyche

Mr. Daryl Lowe

Ms. Martha Steiner

Mr. Jim Lee

Mr. Scott Sexson (via telephone)

Mr. David Molletti

Mr. Chad Garnot (via telephone)

Mr. Mark Weaver

The following individuals stated they are not in favor of the treatment facility moving into the current location since it abuts the child care center on the corner of Nelson and Knik:

Ms. Brandy Sieler

Ms. Feilichia Sieler

With no further comments, Chair Dean closed the public comment portion of the public hearing.

d. Applicant

Mr. DeMolina stated that they perform tests on individuals attending their program and if they are under the influence of anything they will not be allowed in the building and that this business is a treatment facility only.

MOTION: Commissioner Mayer moved to approve Administrative Approval No. 15-129 (Resolution Serial No. 16-01), as presented.

Discussion moved to the Commission.

VOTE: The motion to approve Administrative Approval No. 15-129 (Resolution Serial No. 16-01), passed unanimously.

2. Item: **Administrative Approval #AA15-130
(Resolution Serial No. 16-02)**
Applicant: Community Medical Services, Andy Lewis
Request: Outpatient addiction treatment program
Total Area: 2,880 square feet (leased space)
Location: 2521 E. Mountain Village Drive, Suite F
Lot 3B-1, Block 3, Mountain Village Plaza Subdivision
Zoning: Commercial

a. City Staff

Ms. Crawford provided a brief summary of the request for the outpatient addiction treatment program and clarified that drug replacement therapy would occur at this location.

b. Applicant

Mr. Nick Stavlos, representative for Community Medical Services, provided a statement regarding their request for an outpatient addiction treatment program.

c. Private person supporting or opposing the proposal

Chair Dean opened the public comment portion of the public hearing.

Ms. Jamie Statts stated that she is not in favor of this outpatient addiction treatment program moving into the location due to the proximity to her neighborhood (Whispering Woods).

Ms. Steiner stated she is in favor of the outpatient addiction treatment program.

Mr. Stu Graham stated that he is a City resident and that he is not in favor of the outpatient addiction treatment program in the proposed location.

With no further comments, Chair Dean closed the public comment portion of the public hearing.

d. Applicant

Mr. Stavlos provided a statement regarding loitering, hours of operation, and fears of crime.

Commissioner Means asked if the public comment portion could be opened again to ask a following up question for Ms. Statts.

Ms. Crawford stated that they had to reopen the public comment portion to everyone not just one person.

MOTION: Commissioner Means moved to reopen the public comment portion.

VOTE: The motion to reopen the public comment portion, passed unanimously.

Chair Dean reopened the public comment portion of the public hearing.

Ms. Staats stated that she still has concerns and she is still not in favor of the outpatient addiction treatment program.

Mr. Eric Bushnell stated that he is in favor of the outpatient addiction treatment program.

With no further comments, Chair Dean closed the public comment portion of the public hearing.

MOTION: Commissioner Barrett moved to approve Administrative Approval No. 15-130 (Resolution Serial No. 16-02), as presented.

Discussion moved to the Commission.

VOTE: The motion to approve Administrative Approval No. 15-130 (Resolution Serial No. 16-02), passed unanimously.

X. UNFINISHED BUSINESS

No unfinished business.

XI. COMMUNICATIONS

No statements made regarding the following items.

- A. Permit Information
- B. Enforcement Log
- C. Matanuska-Susitna Borough Planning Commission agenda

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

Mr. DeMolina stated that he appreciates the time and decisions at tonight's meeting.

Mr. Graham stated that he is a City resident and congratulated Ms. Dean being voted in as chairman and welcomed Mr. Mayer to the Commission.

XIII. STAFF COMMENTS

Ms. Carden stated that Panda Express will have a revised plan for the traffic as there seems to be some issues with the drive through and shared parking with PetCo.

XIV. COMMISSION COMMENTS

Commissioner Means stated that he appreciates the City Public Works department for upgrading the sidewalk along Swanson in front of the new library and he would like to have code enforcement make sure that developers are required to follow the Planning Commission's approvals and conditions.

Commissioner Mayer stated that his first meeting was interesting, that he will do his best at this post, and thanked everyone for their time and patience.

Commissioner Barrett stated that she believes the decisions made tonight will be in the right direction to help clean up Wasilla and will have a positive impact.

Chair Dean welcomed Commissioner Mayer and thanked everyone for their time and participation.

XV. ADJOURNMENT

The regular meeting adjourned at 9:21 PM.

ATTEST:

JESSICA DEAN, Chairman Date

TAHIRIH DESJARDIN, Planning Clerk

Adopted by the Wasilla Planning Commission – , 2016.

DRAFT

**WASILLA PLANNING COMMISSION
RESOLUTION SERIAL NO. 16-03**

A RESOLUTION OF THE WASILLA PLANNING COMMISSION SUPPORTING MATANUSKA-SUSITNA BOROUGH PLANNING EFFORTS TO DEVELOP A REGIONAL TRANSPORTATION PLANNING PARTNERSHIP PROCESS TO ENSURE BETTER COMMUNICATION AND COLLABORATION BETWEEN THE ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES, THE BOROUGH, AND THE CITIES OF PALMER, WASILLA, AND HOUSTON.

WHEREAS, over the last decade there have been several road projects within the Matanuska-Susitna Borough (“Borough”) that have been postponed or delayed due to communication and/or collaboration issues between the Alaska Department of Transportation and Public Facilities (AKDOT&PF) and the Borough (Borough); and

WHEREAS, these delays and postponements have come at significant costs in terms of project budgets, public trust, safety, and political support; and

WHEREAS, the Borough, the cities of Palmer, Wasilla, and Houston (“cities”), and AKDOT&PF hosted a regional transportation planning workshop (“workshop”) in 2014 to specifically address the challenges, opportunities and issues facing regional transportation planning and to encourage the better communication and collaboration; and

WHEREAS, workshop participants identified seven key opportunities for regional transportation planning improvements:

- Link land use and transportation planning efforts
- Emphasize regional planning and coordination
- Improve connectivity across the region
- Ensure maintenance budgets meet infrastructure needs

- Collaborate to fund projects
- Advance shared decision-making
- Encourage stakeholder and public involvement

WHEREAS, the Borough, cities, and AKDOT&PF have been working to implement projects and strategies identified in the report and action plan developed from the workshop since 2014; and

WHEREAS, as identified in the workshop report and action plan, the Borough, cities, and AKDOT&PF applied jointly for a Transportation Investment Generating Economic Recovery (TIGER) grant in 2014 and developed a self-assessment report in 2015 to understand and prepare for the region's future designation as a Metropolitan Planning Organization; and

WHEREAS, the AKDOT&PF awarded a grant in the amount of \$1,000,000 to the Borough in 2015 to continue current efforts in regional transportation planning; and

WHEREAS, the development of a Regional Transportation Planning Partnership Process (partnership process) was one of the projects identified for funding by the AKDOT&PF grant; and

WHEREAS, development of the partnership process was highlighted in the report and action plan and will help to address each of the improvement opportunities identified by workshop participants; and

WHEREAS, communication and cooperation is critical to the development and implementation of the partnership process; and

WHEREAS, before completely developing the process, Borough staff is seeking support from the cities and AKDOT&PF for the overall concept and a willingness to participate in the development of the partnership process; and

WHEREAS, the partnership process is intended to create a proactive management approach to change the paradigm of how the Borough, cities and partner agencies plan for, manage, and fund transportation improvements; and

WHEREAS, the conceptual partnership process would work as such:

- 1) The process would begin before design on any major project that meets mutually agreed upon criteria;
- 2) A formal agreement is drafted and agreed upon by all parties outlining the governance structure for managing the project;
- 3) The partnership defines the problem and outlines the public involvement strategy;
- 4) Once the problem is defined, performance measures and project goals are drafted to evaluate decisions and track progress;
- 5) The partnership is involved in strategizing solutions and developing funding/implementation plans. Partners share resources to advance the identified strategies and solutions;
- 6) The partnership is not disbanded when the project enters the design phase but follows the project providing oversight and ensuring the goals and performance measures are being met; and
- 7) The partnership continues to evaluate its success after construction and throughout the life cycle of the transportation facility;

WHEREAS, the partnership would create an opportunity for improved regional governance over major transportation projects by allowing the pooling of resources, collaborative problem solving, and prioritized investments. The combination of these elements brings the region an improved ability to operate with a shared vision, save

time and money, regain the public trust, empower staff to make the right decisions, and build positive political capital; and

WHEREAS, the AKDOT&PF is obligated by 23 CFR450.210(b) to have a documented process for consulting non-metropolitan local officials for both the Statewide Transportation Improvement Program (STIP) and the Statewide Long-Range Transportation Plan (SLRTP).

NOW, THEREFORE BE IT RESOLVED, that the Wasilla Planning Commission hereby supports Borough planning efforts to develop a regional transportation planning partnership process to ensure better communication and collaboration between the AKDOT&PF, the Borough, and the cities.

ADOPTED by the Wasilla Planning Commission on -, 2016.

APPROVED:

Chairman

Date

ATTEST:

Tina Crawford, AICP, City Planner

WHAT'S IN OUR TOOLBOX



IMPROVEMENTS COME IN MANY SHAPES AND SIZES. HERE'S HOW...

- Maintenance
- Transit improvements
- Rail improvements
- Bike/Ped improvements
- Local street connections
- Emergency management
- Signal timing
- Traffic demand management
- Economic impact evaluations
- Safety enhancements
- Traveler information
- Intersection improvements
- Road widening
- Cradle to cradle projects



TRANSPORTATION PLANNING PARTNERSHIP

PARTNERSHIP CASE STUDIES



TRIP 97 Central Oregon

TRIP97 is a collaborative multi-agency effort focused on developing a long-term framework for the improvement and maintenance of the US 97 corridor. It is a study of a concept to change the paradigm of how they plan and fund US 97 related improvements and investments.



US 12 CORRIDOR Chehalis WA

The Chehalis tribe paid to have a study done on a WSDOT, US Highway. In addition to the Tribe and DOT partner, the two counties within which the corridor spanned were also engaged. It was a unique partnership that led to shared, commonly supported solutions.



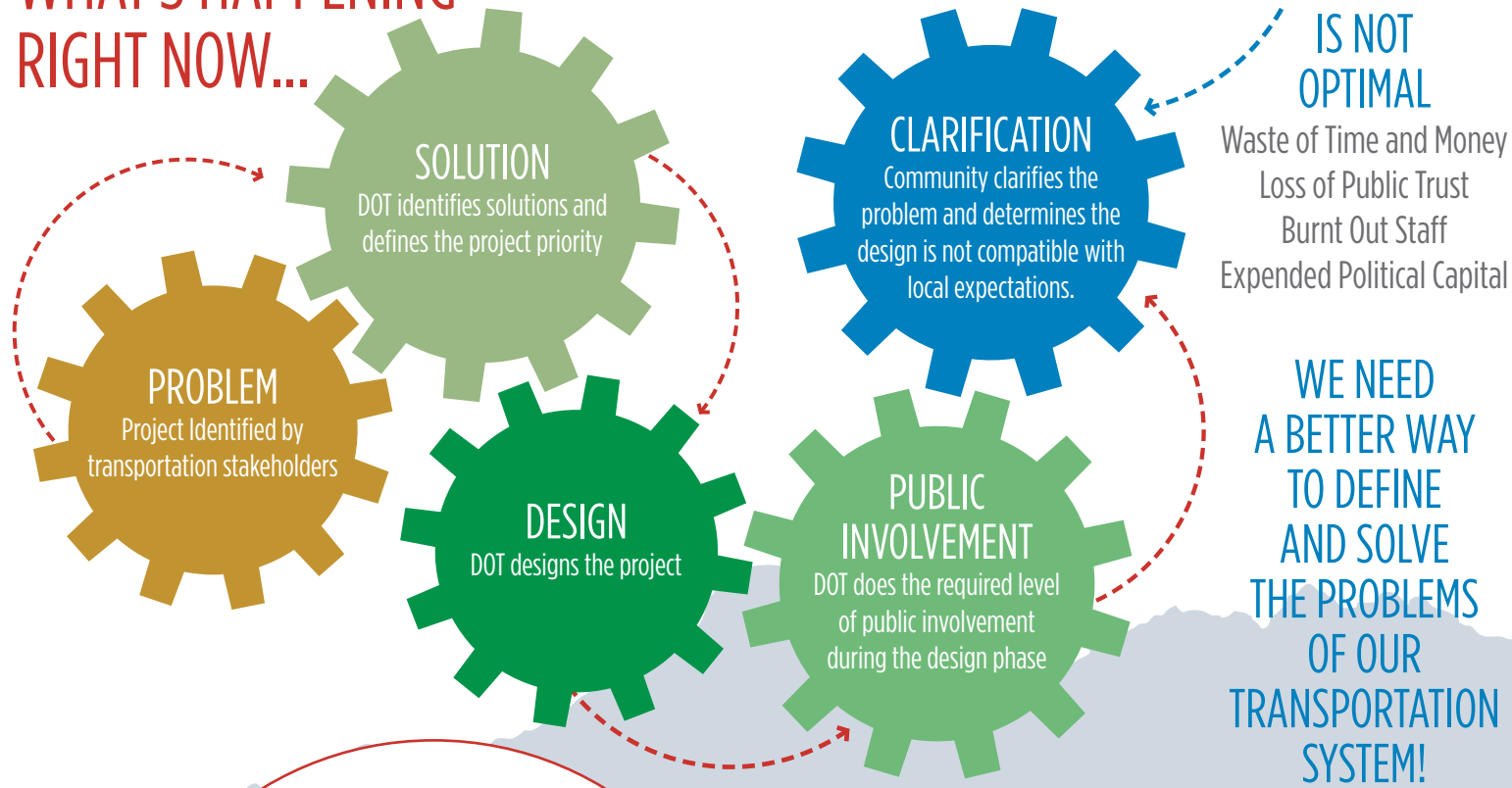
KUNA DOWNTOWN CORRIDOR PLAN Kuna, ID

Corridor planning project that had a lot of cross-agency collaboration (mainly between the City and County). The project won an Excellence in Transportation Award, partially based on the amount of agency collaboration. "In the eight years I've been with city council, I haven't seen that kind of involvement with the taxpayers. I am very happy that we have leadership at ACHD that seeks more input for the cities and for the taxpayers." said Kuna City Council President, Richard Cardoza.



WORKING TOGETHER TO MAKE THE BEST TRANSPORTATION INVESTMENT DECISIONS

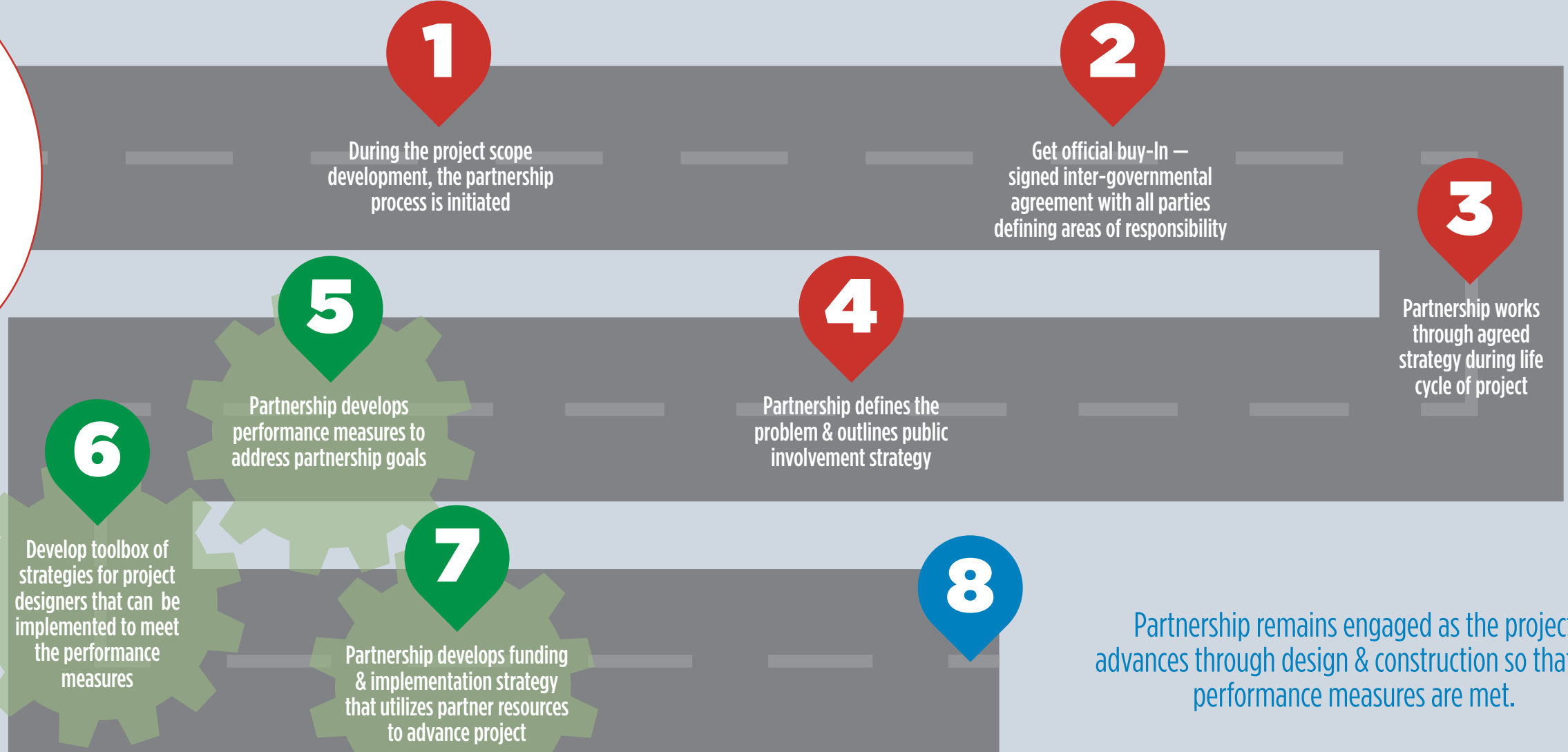
WHAT'S HAPPENING RIGHT NOW...



WHY A PARTNERSHIP APPROACH MAKES SENSE...

- Cost Effective and Time Saving ←
- Operate with a Shared Vision ←
- Each Partner Brings Something ←
- Pooling of Resources ←
- Vested Interest for Success ←
- Protect Investment ←
- Advance Mutual Interests ←
- Amplify Success ←
- Collaborative Problem Solving ←
- Allows for Range of Investments ←

PERFORMANCE MEASURES THAT ADDRESS A BROAD RANGE OF PARTNERSHIP GOALS



**MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION AGENDA**

Vern Halter, Mayor

PLANNING COMMISSION
VACANT, District 1
Thomas Healy, District 2
John Klapperich, Chair, District 3
VACANT, District 4
William Kendig, District 5
Tomas Adams, District 6
Vern Rauchenstein, District 7



John Moosey, Borough Manager

PLANNING & LAND USE
DEPARTMENT
Eileen Probasco, Director of Planning &
Land Use
Lauren Driscoll, Planning Services Chief
Alex Strawn, Development Services
Manager
VACANT, Platting Officer
Mary Brodigan, Planning Clerk

*Assembly Chambers of the
Dorothy Swanda Jones Building
350 E. Dahlia Avenue, Palmer*

**February 1, 2016
REGULAR MEETING
6:00 p.m.**

- I. CALL TO ORDER, ROLL CALL, AND DETERMINATION OF QUORUM
- II. APPROVAL OF AGENDA
- III. PLEDGE OF ALLEGIANCE
- IV. CONSENT AGENDA
Items on the consent agenda are considered to be routine and non-controversial by the Commission and will be approved by one motion. There will be no separate discussion of these items unless a Commission Member so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.
 - A. MINUTES
 - B. INTRODUCTION FOR PUBLIC HEARING: QUASI-JUDICIAL MATTERS
 - C. INTRODUCTION FOR PUBLIC HEARING: LEGISLATIVE MATTERS
 1. **Resolution 16-07**, A resolution recommending Assembly approval of an Interim Materials District (IMD), known as Alsop East; located on Tract A, Point MacKenzie Phase I Subdivision; within Township 15 North, Range 4 West, Section 27, Seward Meridian. (Staff: Susan Lee, Applicant: MSB Land Management)
- V. COMMITTEE REPORTS
- VI. AGENCY/STAFF REPORTS
 - A. Corridor Access Management Plans. (Staff: Jessica Smith, MSB Transportation Planner)

VII. LAND USE CLASSIFICATIONS

VIII. AUDIENCE PARTICIPATION (*three minutes per person, for items not scheduled for public hearing*)

IX. PUBLIC HEARING: QUASI-JUDICIAL MATTERS (*Public Hearings shall not begin before 6:15 p.m.*)

Commission members may not receive or engage in ex-parte contact with the applicant, other parties interested in the application, or members of the public concerning the application or issues presented in the application.

The Planning Commission members may submit questions to the Planning Commission Clerk concerning the following matters or request for more information from the applicant at the time of the introduction. All questions and requests submitted by the Commission shall be in writing and copies will be provided to the applicant and made available to all interested parties and the public upon request. Answers to questions and additional material requests will be addressed in the staff report for the public hearing.

X. PUBLIC HEARING: LEGISLATIVE MATTERS

- A. **Resolution 16-05**, A resolution recommending Assembly adoption of the Seldon Road Extension Corridor Access Management Plan. (*Staff: Mike Campfield*)
- B. **Resolution 15-30**, A resolution adopting an update to the Planning Commission Policies and Procedures Manual. (*Staff: Lauren Driscoll*)

XI. CORRESPONDENCE & INFORMATION

XII. UNFINISHED BUSINESS

XIII. NEW BUSINESS

XIV. COMMISSION BUSINESS

- A. Upcoming Planning Commission Agenda Items (*Staff: Lauren Driscoll*)

XV. DIRECTOR AND COMMISSIONER COMMENTS

XVI. ADJOURNMENT (Mandatory Midnight)

In order to be eligible to file an appeal from a decision of the Planning Commission, a person must be designated an interested party. See MSB 15.39.010 for definition of "Interested Party." The procedures governing appeals to the Board of Adjustment & Appeals are contained in MSB 15.39.010-250, which is available on the Borough Internet home page, <http://www.matsugov.us>, in the Borough Clerk's office, or at various libraries within the Borough.

PERMIT INFORMATION 2016									
PERMIT #	APPLICANT	SITE ADDRESS	APPLICATION RCVD	APPROVAL DATE	TYPE	PROJECT TYPE	SQ FTG	ZONE	
ADMINISTRATIVE APPROVAL									
AA16-01	BOWERS, BEN	285 E PARKS HWY	01/12/16	PENDING	COMM<10,000 SQ FT	ATV, SNOWMACHINE REPAIR	900	C	
AA16-02	COLLIER, JEREMY	851 E WESTPOINT DR	01/12/16	01/13/16	TENANT SPACE	LAWYERS OFFICE	750	C	
AA16-03	LITHIA	2561 S SUN MOUNTAIN AVE	01/15/16	01/18/16	TUP	TEMP VEHICLE STORAGE ON LOWES SITE		C	
AA16-04	WUITSCHICK, KATHRYN	431 W PARKS HWY	01/19/16	01/20/16	TENANT SPACE	RESTAURANT	2,000	C	
AA16-05	MATICH, YOUNG	591 E RAILROAD AVE	01/20/16	01/20/16	COMM<10,000 SQ FT	RETAIL SHOP	2,800	C	
USE PERMITS									
CONDITIONAL USE PERMITS									
PLANNED UNIT DEVELOPMENT (PUD)									
REZONE									
LEGAL NON-CONFORMING USE									
SHORELINE SETBACK									
AMNESTY									
VARIANCE									