



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.

JULY 12, 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

PP 1 A. Minutes of June 14, 2016 regular meeting

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

PP 5 A. Public Hearing

- 1. Item: Conditional Use Permit #16-01 (Reso. #16-07)
- Applicant: 907 Architecture / Matthew Wilson
- Owner: Jeff & Leanne Hatt
- Request: Approval to construct three new commercial buildings (Lot 4 – 16,375 SF bldg.; Lot 5 – 15,600 SF bldg.; Lot 6 – 12,500 SF bldg.)
- Total Area: 3.25 acres +/-

Location: 2060 E. Foundry Way; Lot 4, Block 3
2040 E. Foundry Way; Lot 5, Block 3
2000 E. Foundry Way; Lot 6, Block 3
Overlook Business Park Subdivision

Zoning: Commercial

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

PP 65

2. Item: Land Clearing Waiver #16-02 (Reso. #16-08)

Owner: Thomas S. Hannam

Request: Approval to allow 92.4% of Lot 13A to remain cleared of vegetation, which is 22.4% more than the 70% clearing allowed in WMC 16.33.050(A)(2) for an existing commercial building.

Total Area: 0.85 acres +/-

Location: 435 S. Knik Street
Lot 13A, Block 11, Kennedy Addition to Wasilla
Townsite Subdivision

Zoning: Commercial

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

PP 101

B. Committee of the Whole

- 1. Discussion regarding possible revisions to the landscaping and land clearing requirements in Title 16.

IX. UNFINISHED BUSINESS

X. COMMUNICATIONS

- PP 263 A. Permit Information
- PP 265 B. Enforcement Log
- PP 269 C. Matanuska-Susitna Borough Planning Commission agenda

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

XII. STAFF COMMENTS

XIII. COMMISSION COMMENTS

XIV. ADJOURNMENT

REGULAR MEETING

I. CALL TO ORDER

The regular meeting of the Wasilla Planning Commission was called to order at 6:09 PM on Tuesday, July 12, 2016, in Council Chambers of City Hall, Wasilla, Alaska by Jessica Dean, Chair.

[CLERK'S NOTE: The regular meeting did not start at 6:00 PM as we were waiting for a third Commissioner to arrive to establish a quorum.]

II. ROLL CALL

Commissioners present and establishing a quorum were:

Claudia Pinard, Seat A (arrived at 6:09 PM)
Debra Barrett, Seat B (arrived at 6:15 PM)
Jessica Dean, Seat C
Loren Means, Seat D
Brian Mayer, Seat E (arrived at 6:12 PM)

Staff in attendance were:

Ms. Lyn Carden, City Deputy Administrator
Mr. Archie Giddings, Public Works Director
Ms. Tina Crawford, City Planner
Ms. Tahirih DesJardin, Planning Clerk
Mr. Matt Mead, City Attorney (via teleconference)

III. PLEDGE OF ALLEGIANCE

A. Commissioner Means led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

GENERAL CONSENT: The agenda was approved as presented.

V. REPORTS

A. City Deputy Administrator

Ms. Carden stated she is working on the Centennial Year celebration activities that start this fall and go until December 2017. She also pointed out the two prints on the chamber wall that will be used as the City Print and the Centennial print.

B. City Public Works Director

Mr. Giddings stated that they are organizing the move to the new City Library and that it is scheduled to open September 1, 2016.

C. City Attorney

Mr. Matt Mead stated that the Kopperud appeal file has been transferred to the Superior Court and that we do not have any information regarding the timeline for this process.

D. City Planner

Ms. Crawford stated that a rezone request and a code change for daycare businesses in Rural Residential zoning have been scheduled for the August 9 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 June 14, 2016, regular meeting

GENERAL CONSENT: Minutes were approved as presented.

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

A. Public Hearing

1. Item: Conditional Use Permit #16-01 (Reso. #16-07)
Applicant: 907 Architecture / Matthew Wilson
Owner: Jeff & Leanne Hatt
Request: Approval to construct three new commercial buildings (Lot 4 4 – 16,375 SF bldg.; Lot 5 – 15,600 SF bldg.; Lot 6 – 12,500 SF bldg.)
Total Area: 3.25 acres +/-
Location: 2060 E. Foundry

a. City Staff

Ms. Crawford provided a summary of the request for a conditional use permit to the Commission and provided an overview of the staff report and recommendation and the proposed conditions of approval.

Commissioner Pinard asked to abstain on any discussion or vote on this item since she did not review the information in the packet.

The City attorney stated that she should abstain from discussion and the vote.

b. Applicant

Mr. Jeff Hatt stated that he will be developing the building in phases and that he asked for 36 month permit approval instead of the usual 12 month permit expiration.

c. Private Person supporting or opposing the proposal

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

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

d. Applicant

No other comments.

Ms. Crawford stated that an amendment was needed to add another condition as follows:

As allowed in WMC 16.08.010 permit approval is valid for 36 months after date of adoption.

MOTION: Commissioner Means moved to approve Conditional Use Permit #16-01 (Resolution Serial #16-07), as presented.

MOTION: Commissioner Means moved to amend Resolution Serial #16-07 to add Condition #7 as follows (deleted language is ~~stricken~~ and new language is underlined):

7. As allowed in WMC 16.08.010 permit approval is valid for 36 months after date of adoption.

VOTE: The motion to amend Resolution Serial #16-07, passed unanimously

VOTE: The motion to approved Conditional Use Permit #16-01 (Resolution Serial #16-07) as amended, passed unanimously with Commissioner Pinard abstaining.

2. Item: Land Clearing Waiver #16-02 (Reso. #16-08)
Owner: Thomas S. Hannam
Request: Approval to allow 92.4% of Lot 13A to remain cleared of vegetation, which is 22.4% more than the 70% clearing allowed in WMC 16.33.050(A)(2) for an existing commercial building.
Total Area: 0.85 acres +/-
Location: 435 S. Knik Street
Lot 13A, Block 11, Kennedy Addition to Wasilla Townsite Subdivision
Zoning: Commercial

a. City Staff

Ms. Crawford provided a brief overview of the staff report and recommendation and the proposed conditions of approval.

Discussion moved to the Commission.

b. Applicant

Mr. Thomas Hannam provided a presentation showing a revised landscape plan.

The Chair called for a five minute recess at 7:03 PM to allow City Staff and Mr. Hannam to identify the proposed revisions and present them to the Commission.

At 7:08 PM, the Chair extended the recess for another five minutes.

The Chair called the meeting back to order at 7:13 PM.

Discussion moved to the Commission.

The Chair called for a five minute recess at 7:40 PM to allow the Commission to review the revised landscape proposal and conditions of approval.

At 7:45 PM, the Chair extended the recess for another three minutes.

At 7:48 PM, the Chair called the meeting back to order.

c. Private person supporting or opposing the proposal

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

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

d. Applicant

No further comments.

MOTION: Commissioner Mayer moved to approve Land Clearing Waiver #16-02 (Resolution Serial #16-08), as presented.

Discussion moved to the Commission.

MOTION: Commissioner Dean moved to amend Resolution Serial #16-08, Condition #2 to read as follows (deleted language is stricken and new language is underlined):

2. In addition to the landscaping shown on Exhibit A, the following landscaping must be installed on the lot ~~as shown in Exhibit B:~~

~~b. A total of six trees (min. 8' tall at time of planting) must be installed at the southeast and southwest property corners (three clustered at each property corner outside of any utility easements.);~~

be. A total of five four trees (min. 8' tall at time of planting) in the north west corner of asphalt parking on site and 20 12-shrubs (min. 2' tall at time of planting) must be installed on the lot and/or within the right-of-way for S. Knik Street between the two driveways on S. Knik Street at the western edge of the northern most parking area along E. Railroad Avenue.

~~d. A total of four trees (min. 8' tall at time of planting and located outside of the utility easement) and 20 shrubs (min. 2' tall at time of planting) must be installed along the within the grassed area along the east side of the building and abutting the Alley.~~

VOTE: The motion to amend Resolution Serial #16-08, passed unanimously.

MOTION: Commissioner Means moved to amend Resolution Serial #16-08 add a new Condition #3 to read as follows (deleted language is stricken and new language is underlined):

3. Add ten trees (no more than five feet tall) in the right-of-way along S. Knik Street, south of existing driveway on S. Knik Street, extending south to rear property line.

VOTE: The motion to amend Resolution Serial #16-08, passed unanimously.

MOTION: Commissioner Mayer moved to amend Resolution Serial #16-08 to and add a new Condition #4 to read as follows (deleted language is ~~stricken~~ and new language is underlined):

4. Install two spruce trees within the planters.

VOTE: The motion to amend Resolution Serial #16-08, passed unanimously.

MOTION: Commissioner Dean moved to amend Resolution Serial #16-08 to and add a new Condition #5 to read as follows (deleted language is ~~stricken~~ and new language is underlined):

5. In the northwest and northeast corner to have six total shrubs that are required to be four feet instead of the trees shown on the diagram.

VOTE: The motion to amend Resolution Serial #16-08, passed unanimously.

MOTION: Commissioner Dean moved to re-number Condition #3 to #6 and Condition #4 to #7 and to have Condition #7 to read as follows (deleted language is ~~stricken~~ and new language is underlined):

7. All vegetation must be planted during by the end of the 2016 2017 growing season.

VOTE: The motion to amend Resolution Serial #16-08, passed unanimously.

VOTE: The motion to approved Land Clearing Waiver #16-02 (Resolution Serial #16-08) as amended, passed unanimously.

B. Committee of the Whole

MOTION: Commissioner Mayer moved to enter into the Committee of the Whole at 8:09 PM.

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

1. Discussion regarding possible revisions to the landscaping and land clearing requirements in Title 16.

The Commission agreed that they needed additional time to review the materials and that they will email questions and/or comments to the City Planner prior to the next meeting.

MOTION: Commissioner Means moved to exit the Committee of the Whole at 8:18 PM.

