



**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

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

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

**REGULAR MEETING**

**6 P.M.**

**DECEMBER 13, 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 15, 2016 regular meeting
- VIII. ELECTION OF OFFICERS
- IX. NEW BUSINESS (*five minutes per person*)
  - A. Public Hearing
    1. **Resolution Serial No. 16-16:** Recommending that the Wasilla City Council take no action to adopt minimum size standards for single-family homes within city limits.
      - a. City Staff
      - b. Private Person supporting or opposing the proposal

- B. Committee of the Whole
  - 1. Discussion regarding possible revisions to Title 16 sign regulations.
  - 2. Discuss the establishment of an enforcement priority for code violations.
  - 3. Discussion regarding possible revisions to the landscaping and land clearing requirements in Title 16.
  
- X. UNFINISHED BUSINESS
  
- XI. COMMUNICATIONS
  - A. Permit Information
  - B. Enforcement Log
  - C. Matanuska-Susitna Borough Planning Commission agenda
  
- XII. AUDIENCE COMMENTS *(three minutes per person)*
  
- XIII. STAFF COMMENTS
  
- XIV. COMMISSION COMMENTS
  
- XV. 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 15, 2016, in Council Chambers of City Hall, Wasilla, Alaska by Jessica Dean, Chair.

**II. ROLL CALL**

Commissioners present and establishing a quorum were:

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

Commissioners absent and unexcused were:

Claudia Pinard, Seat A

Staff in attendance were:

Mr. Archie Giddings, Public Works Director  
Ms. Tina Crawford, City Planner  
Mr. Matt Mead, City Attorney  
Ms. Sandi Connolly, Public Works Clerk

**III. PLEDGE OF ALLEGIANCE**

A. Mr. Means 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  
No report given.

C. City Attorney  
Mr. Mead stated that settlement discussions are ongoing for the Kopperud appeal that was appealed to Superior Court.

D. City Planner  
No report given.

**VI. PUBLIC PARTICIPATION** (*Three minutes per person for items not on agenda*)  
No public comments.

**VII. CONSENT AGENDA**

A. Minutes of October 11, 2016, regular meeting

GENERAL CONSENT: Minutes were approved as presented.

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

A. Public Hearing

1. Item: Design Exception #16-01 (Reso. #16-14)  
Applicant: Valley Chiropractic Clinic  
Owner: James & Cindi Martin  
Request: Approval of two design exceptions to the Downtown Overlay District Design Standards. The first exception is to allow installation of a new wall sign on the Main Street side of the building that is 18.8 square feet larger (8.9 percent of the total wall area facing the street) than the 24 square feet of signage allowed (five percent of the total wall area facing the street.) The second exception is to allow the sign to be a “backlit/halo” type of lighted sign, which is currently prohibited for signs in the Downtown Overlay District.

Total Area: 0.16 acres +/-

Location: 400 N. Main Street

Lot 1, Block 1, Birch Park Wasilla Subdivision

Zoning: Commercial – Downtown Overlay District

a. City Staff

Ms. Crawford presented her staff report that included an overview of the Downtown Overlay District sign regulations, explained the purpose for three versions of a resolution for consideration, and provided additional photographs showing nearby signage and aerial photographs of the subject property.

Discussion moved to the Commission.

b. Applicant

Ms. Cindi Martin handed out photographs of their existing and proposed signage. She stated that she and her husband are the owners of Valley Chiropractic and explained why they are requesting approval for the larger wall sign with “backlit/halo” lighting.

c. Private Person supporting or opposing the proposal

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

Dr. James Martin stated that he is the owner of Valley Chiropractic and explained why they are requesting the size of the wall sign and “backlit/halo” type of lighted sign. He also stated that the lighted sign will be more cheerful and less expensive to maintain.



Dr. David Martin stated that he works at Valley Chiropractic and that he is in support of the “backlit/halo” type of lighting for the new sign.

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

d. Applicant

Ms. Martin thanked the Commission for their time and feedback regarding their request for the design exception for the proposed sign.

Discussion moved to the Commission.

MOTION: Commissioner Means moved to approve Resolution Serial #16-14, Version C, as presented.

Discussion moved to the Commission

Recess at 7:15 pm for two minutes to allow staff and Attorney to discuss the wording for an amendment to the main motion.

Returned from recess at 7:17 pm.

MOTION: Commissioner Means moved to amend Resolution Serial #16-14 to strike the words in the title of the Resolution to read as follows (deleted language is ~~stricken~~ and new language is underlined):

**A RESOLUTION OF THE WASILLA PLANNING COMMISSION APPROVING DENYING A DESIGN EXCEPTION TO ALLOW THE INSTALLATION OF A NEW WALL SIGN ON THE MAIN STREET SIDE OF THE VALLEY CHIROPRACTIC CLINIC BUILDING THAT IS 18.8 SQUARE FEET LARGER (8.9 PERCENT OF THE TOTAL WALL AREA FACING THE STREET) THAN THE 24 SQUARE FEET OF SIGNAGE ALLOWED (FIVE PERCENT OF THE TOTAL WALL AREA FACING THE STREET) AND TO ~~ALLOW THE~~ APPROVING A WALL SIGN TO BE A “BACKLIT/HALO” TYPE OF LIGHTED SIGN ON LOT 1, BLOCK 1, BIRCH PARK WASILLA SUBDIVISION.**

VOTE: The motion to amend Resolution Serial #16-14, passed unanimously.

VOTE: The motion to approved Resolution Serial #16-14 as amended, passed unanimously.

2. Item: Land Clearing Waiver #16-03 (Reso. #16-15)  
Applicant: Troy Davis Homes, Inc.  
Owner: Esther N. Baker  
Request: Approval to clear 100% of proposed Lot 1 and 100% of proposed Lot 2, which is 30% more than the 70% clearing allowed in WMC

16.33.050(A)(2) in order to construct two commercial buildings. After construction of the buildings, 28% of proposed Lot 1 and 35% of proposed Lot 2 will be replanted with vegetation.

Total Area: Lot A14: 6.97 acres +/-  
Lot A15: 6.97 acres +/-  
Proposed Lot 1: 1.01 acres +/-  
Proposed Lot 2: 1.57 acres +/-  
Location: 1050 and 1150 E. Horvath Drive  
Lots A14 and A15, Township 17 North, Range 1 West, Section 10  
(Proposed Lots 1 and 2, T.D. Business Park Subdivision)  
Zoning: Commercial

a. City Staff

Ms. Crawford presented the staff report and recommendation with proposed conditions of approval.

b. Applicant

Mr. Kourosh Partow stated that he is a representative for Troy Davis Homes, Inc. and that this building is similar to the one across the street.

Discussion moved to the Commission.

c. Private Person supporting or opposing the proposal

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

Mr. Stu Graham stated he is a City Council member but is speaking as a city resident. He stated that he is in favor of the project that is before the Planning Commission tonight.

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

d. Applicant

No other comments.

Discussion moved to the Commission.

MOTION: Commissioner Means moved to approve Resolution Serial #16-15, as presented.

Discussion moved to the Commission

MOTION: Commissioner Dean moved to amend Resolution Serial #16-15, to amend condition #1 to read as follows:

1. Landscaping and vegetation on the site must be installed and maintained in perpetuity as shown on the landscape plan with the

latest revisions date of November 8, 2016, attached as Exhibit A to Resolution Serial No. 16-15, as required in WMC 16.33.060. All landscaping must be installed no later than June 30, 2017.

And to add a new condition to read as follows:

All new trees must have a minimum of a 1.5" caliper and be a minimum of 8' tall at time of planting.

VOTE: The amendment to Resolution Serial #16-15, passed with Commissioner Barrett, Dean and Mayer in favor and Commissioner Means opposed.

VOTE: The motion to approved Resolution Serial #16-15 as amended, passed with Commissioner Barrett, Dean, and Mayer in favor and Commissioner Means opposed.

B. Committee of the Whole

MOTION: Commissioner Barrett moved to enter into the Committee of the Whole at 8:13 PM.

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

1. Discussion regarding possible revisions to Title 16 to establish a minimum square footage for single family residential homes
2. Review of Comprehensive Plan Chapter 8, Intergovernmental Coordination
3. Discussion regarding possible revisions to the landscaping and land clearing requirements in Title 16

MOTION: Commissioner Mayer moved to exit the Committee of the Whole at 9:15PM.

**X. UNFINISHED BUSINESS**

No unfinished business.

**XI. COMMUNICATIONS**

No statements made regarding the following items.

- A. Planning Commission meeting calendar for 2017
- B. Permit Information
- C. Enforcement Log
- D. Matanuska-Susitna Borough Planning Commission agenda

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

Mr. Bob Fassino stated that he is a city resident and expressed his concerns regarding the size and quality of trees that are replanted on any project. He stated that the Commission should be more aware of that when looking at landscape plans.

Mr. Stu Graham stated that he is a City Council member but is speaking as a city resident. He also stated that he feels it is beneficial for the Planning Commissioners to attend the City Council meetings to provide feedback regarding concerns the Commission may have as a whole.

**XIII. STAFF COMMENTS**

Mr. Mead stated that the Commission needs to keep in mind which hat they are wearing and the standards for each type of requests when making decisions.

**XIV. COMMISSION COMMENTS**

Commissioner Means stated that he has concerns with prewritten resolutions provided by the City staff and that he is in support of a Commissioner attending the City Council meetings. He is also in support of clarifying the landscaping regulations so that there are fewer requests brought forward for review by the Commission and that the Downtown Overlay District sign regulations need to be revised to allow additional lighting types.

Commissioner Mayer stated that he likes the idea of providing clear guidelines to ensure quality landscaping and is in support of a Commissioner attending the City Council meetings.

Commissioner Barrett stated that she is in support of a Commissioner attending City Council meetings and that different types of lighting should be allowed in the Downtown Overlay District.

Commissioner Dean stated that the Downtown Overlay District sign regulations need to be re-addressed to allow additional lighting types and that she is in favor of a Commissioner attending City Council meetings.

**XV. ADJOURNMENT**

The regular meeting adjourned at 9:45 PM.

ATTEST:

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JESSICA DEAN, Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
TAHIRIH DESJARDIN, Planning Clerk

Adopted by the Wasilla Planning Commission -, 2016.



**CITY OF WASILLA PLANNING COMMISSION  
LEGISLATION STAFF REPORT**

**Agenda of:** December 13, 2016

**Date:** November 23, 2016

**Originator:** Tina Crawford, AICP, City Planner *TC*

**Attachments:** Planning Commission Draft Resolution Serial No. 16-16

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**SUMMARY STATEMENT:**

On August 22, 2016, the City Council adopted Ordinance Serial No. 16-21(AM) that established a moratorium on the construction of any single-family home less than 700 square feet of living area until February 28, 2017. In addition to the moratorium, the ordinance referred the issue to the Planning Commission for consideration with a recommendation to the City Council regarding possible revisions to the regulations for the development of single-family homes. The deadline for the Planning Commission to complete all discussion, public hearings, and adopt a resolution recommending code revisions, if any, is December 13, 2016.

The Planning Commission discussed this issue at the September 27, October 11, and November 15, 2016 meetings as a Committee of the Whole agenda item. At the conclusion of the November 15, 2016 discussion, the Commission directed staff to draft a resolution for adoption at the December 13, 2016 meeting with a recommendation that the current regulations are appropriate for the development of a single-family home.

This recommendation is consistent with the goals and objectives in Chapter 4, Land Use, of the 2011 City of Wasilla Comprehensive Plan that state that there should be balanced land use patterns that support future growth, encouragement of a variety of residential housing opportunities, and land use designations and regulations should reflect demographic and market trends. Additionally, for any neighborhoods desiring additional protection, WMC Section 16.08.050 encourages the adoption of neighborhood plans that guide land use and improvements and will be used for future development approvals within the designated neighborhood.

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By: Planning  
Public Hearing: 12/13/16  
Adopted:

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

**A RESOLUTION OF THE WASILLA PLANNING COMMISSION RECOMMENDING  
THAT THE WASILLA CITY COUNCIL TAKE NO ACTION TO ADOPT MINIMUM SIZE  
STANDARDS FOR SINGLE-FAMILY HOMES WITHIN CITY LIMITS.**

WHEREAS, the Wasilla City Council adopted Ordinance 16-21(AM) that established a temporary moratorium on the construction of single-family homes less than 700 square feet; and

WHEREAS, the Wasilla City Council referred the matter to the Planning Commission for review and recommendation regarding any proposed amendments to Wasilla Municipal Code (WMC) Sections 16.24 and 16.04.070 to establish a minimum size for a single-family home; and

WHEREAS, the Planning Commission discussed the matter as a Committee of the Whole during its September 27, October 11, and November 15, 2016 meetings; and

WHEREAS, as a result of these deliberations, the Planning Commission reached a preliminary consensus that the City should take no action to adopt minimum size standards for single-family homes; and

WHEREAS, the Planning Commission directed staff to draft a resolution regarding this matter for public hearing at its December 13, 2016 regular meeting; and

WHEREAS, the public hearing date and time was publicly advertised on December 4, 2016 in compliance with WMC notice requirements; and

WHEREAS, on December 13, 2016, the Wasilla Planning Commission held a public hearing to consider adoption of minimum size standards for single-family homes; and

WHEREAS, the Wasilla Planning Commission deliberated on this item taking into account the current provisions of the WMC and the Comprehensive Plan; and

WHEREAS, Chapter 4, Land Use, of the 2011 City of Wasilla Comprehensive Plan contains goals and objectives to allow for a variety of housing types and densities to meet the demands of current and future residents, and that reflect demographic and market trends; and

WHEREAS, after due consideration, the Wasilla Planning Commission determines that the City's existing regulations regarding the development of single-family homes within the city are appropriate and are consistent with the goals and objectives of the Comprehensive Plan;

NOW, THEREFORE BE IT RESOLVED that the Wasilla Planning Commission hereby approves this resolution and recommends that the City Council take no action to adopt minimum size standards for single-family homes within City limits.

APPROVED by the Wasilla Planning Commission on --, 2016.

APPROVED:

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Jessica Dean, Chairman

ATTEST:

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Tina Crawford, AICP, City Planner





**CITY OF WASILLA PLANNING COMMISSION  
LEGISLATION STAFF REPORT**

**Agenda of:** December 13, 2016  
**Originator:** Tina Crawford, AICP, City Planner. *TC*

**Topic:** Discussion regarding possible revision to the sign regulations in Title 16 of the Wasilla Municipal Code

**Attachments:** City Council Action Memorandum No. 16-32  
Chapter 16.32, Signs

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**OVERVIEW:** Included in this packet is a copy of Wasilla City Council AM No. 16-32 that was adopted by the City Council at their November 28, 2016 regular meeting along with the accompanying staff report/recommendation. The action memorandum refers the discussion to the Commission regarding whether the sign regulations in the code should be amended to clarify the regulations, including, but not limited to additional definitions and methods to measure sign height. The deadline for the Commission to complete all discussion and conduct a public hearing to adopt a resolution recommending code revisions to the City Council is February 7, 2017.

In order to allow sufficient time for review by the Planning Commission and public input, this item will also be included on the January 10, 2017 agenda for an additional Committee of the Whole discussion. It will then be scheduled for a public hearing on February 7, 2017 to adopt a resolution with recommendations to the City Council regarding revisions to the sign regulations.

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Date of Action: 11/28/16	
Approved <input checked="" type="checkbox"/>	Denied <input type="checkbox"/>
By:	

**CITY COUNCIL ACTION MEMORANDUM**

**AM No. 16-32: Directing The Planning Commission To Consider Amendments To WMC 16.32, Signs, Through The Adoption Of A Resolution Recommending Changes No Later Than February 7, 2017.**

Originator: City Clerk on behalf of Council Member Graham  
 Date: 10/26/2016 Agenda of: 11/28/2016

Route to:	Department Head	Signature	Date
X	Public Works Director		11/2/16
X	Finance Director		11-2-16
X	Deputy Administrator		11/2/16
X	City Clerk		11/2/16

Reviewed by Mayor Bert L. Cottle: 11/04/2016

**Fiscal Impact:**  yes or  no  
**Attachments:** WMC 16.32, Signs (11 pages)

**Summary Statement:** Currently, WMC 16.32, Signs, contains verbiage that may be unclear to persons using the code to plan the success of their business. Wasilla is a business-friendly city that relies on the success of businesses within city limits to generate sales tax revenue needed to operate and improve the City.

There is no definition of "Sight Triangle" in WMC 16.32.030, Definitions and "Height" is defined as measured from two different reference points depending on the topography of the lot bearing the sign. Additionally, WMC 16.32.050(G), prohibits signs exceeding a maximum height of thirty (30) feet; however, WMC 16.32.130(B), limits sign height in the commercial zone to twenty-five (25) feet.

**Staff Recommendation:** The Planning Commission is directed to review WMC 16.32, Signs, with respect to the issues raised above. Further, the resolution from the Planning Commission recommending changes is due no later than February 7, 2017. Based on the decision of the Commission, Planning staff will prepare the necessary legislation to the City Council on the next available regular meeting agenda.

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## Chapter 16.32

### SIGNS

#### 16.32.010 Purpose.

The purpose of this chapter is to coordinate the type, placement and physical dimensions of signs within the different landuse zones; to recognize the commercial communication requirements of all sectors of the community; to encourage the innovative use of design; to promote both renovation and property maintenance; to allow for special circumstances; to recognize traffic safety considerations; enhance the aesthetics of the community; and to guarantee equal treatment under the law through accurate record keeping and consistent enforcement. These shall be accomplished by regulation of the display, erection, use, and maintenance of signs. The use of signs is regulated according to zone. The placement and physical dimensions of signs are regulated primarily by type and length of street frontage. No sign shall be permitted except in accordance with the provisions of this chapter. (Prior code § 16.43.900)

#### 16.32.020 Scope.

A. This chapter shall not relate to building design; nor shall the chapter regulate official traffic or government signs; the copy and message of signs; signs not intended to be viewed from a public right-of-way; window displays, product dispensers and point of purchase displays; scoreboards on athletic fields; flags of any nation, government, or non-commercial organization; gravestones; barber poles; religious symbols; commemorative plaques; the display of street numbers; or any display or construction not defined herein as a sign.

B. The primary intent of this chapter is to regulate signs of a commercial nature intended to be viewed from any vehicular public right-of-way. (Prior code § 16.43.902)

#### 16.32.030 Definitions.

The following definitions pertain only to this chapter.

“Abandoned sign” means a sign which no longer identifies or advertises a bona fide business, lessor, service, owner, product or activity, and/or for which no legal owner can be found.

“Animated sign” means any sign which uses movement or change of lighting to depict action or to create a special effect or scene.

Area. See “Sign, area of.”

“Awning” means a shelter projecting from and supported by the exterior wall of a building constructed of nonrigid materials on a supporting framework.

“Awning sign” means a sign painted on, printed on, or attached flat against the surface of an awning.

“Banner sign” means a sign made of fabric or any nonrigid material with no enclosing framework.

Billboard. See “Off-premises sign.”

“Building” means any roofed structure intended or used for the support, shelter or enclosure of persons, animals or property of any kind.

“Cabinet, sign” means a complete, fully enclosed, unit or module of a sign.

“Changeable copy sign (automatic)” means a sign on which the copy changes automatically on a lampbank or through mechanical means (i.e., electrical or electronic time and temperature units. This does not include electronic animation; see definition of “Copy.”).

“Changeable copy sign (manual)” means a sign on which copy is changed manually in the field (i.e., readerboards with changeable letters).

City. Unless the context clearly discloses a contrary intent, the word “city” shall mean the city of Wasilla.

“Clearance (of a sign)” means the smallest vertical distance between the grade of the adjacent street or street curb and the lowest point of any sign, including framework and embellishments, extending over that grade.

“Construction sign” means a temporary sign identifying an architect, contractor, subcontractor and/or material supplier participating in construction the property on which the sign is located.

“Copy” means the wording on a sign surface in either permanent or removable letter form.

“Directional/information sign” means an on-premises sign giving directions, instruction or facility information and which may contain the name or logo of an establishment but no advertising copy (i.e., parking or exit and entrance signs).

“Double-/multiple-faced sign” means a sign with more than one message face.

“Electrical sign” means a sign or sign structure in which electrical wiring, connections, or fixtures are used.

Electronic Message Center. See “Changeable copy sign, automatic.”

“Facade” means the entire building front including the parapet.

“Face of sign” means the area of a sign on which the copy is placed.

“Festoons” means a string of ribbons, tinsel, small flags, or pinwheels.

“Flashing sign” means a sign which contains an intermittent or sequential flashing light source used primarily to attract attention. Does not include changeable copy signs, animated signs, or signs which, through reflection or other means, create an illusion of flashing or intermittent light.

“Freestanding sign” means a sign supported above the ground by poles or braces and not attached to any building.

“Frontage” means the length of the property line of any one premises along a public right-of-way on which it borders.

“Frontage, building” means the length of an outside building wall on a public right-of-way.

“Government sign” means any temporary or permanent sign erected and maintained by the city, borough, state or federal government for traffic direction or for designation of or direction to any school, hospital, historical site, or public service, property or facility.

“Ground sign” means a sign other than a pole sign, in which the entire bottom is in contact with or is close to the ground; it is independent of any other structure and does not exceed five feet in height. Signs of five feet in height and over are defined as freestanding signs.

“Height (of a sign)” means the vertical distance measured from the highest point of the sign, excluding decorative embellishments, to the grade of the adjacent street or the surface grade beneath the sign, whichever is less.

“Icon” means an image, symbol or emblem.

“Identification sign” means a sign whose copy is limited to the name and address of a building, institution, or person and/or to the activity or occupation being identified.

“Illegal sign” means a sign which does not meet the requirements of this title and which has not received legal nonconforming status.

“Illuminated sign” means a sign with an artificial light source incorporated internally or externally for the purpose of illuminating the sign.

“Incidental sign” means a small sign, emblem or decal informing the public of goods, facilities, or services available on the premises (i.e., a credit card sign or a sign indicating hours of business).

“Lot” means a distinct parcel of land for ownership and tax purposes which is delineated and fixed on a plat filed for record.

“Maintenance,” for the purposes of this chapter, means the cleaning, painting, repair or replacement of defective parts of a sign in a manner that does not alter the basic copy, design or structure of the sign.

“Mansard” means a sloped roof or roofline facade architecturally comparable to a building wall.

“Marquee” means a permanent roof-like structure or canopy of rigid materials supported by and extending from the facade of a building.

“Marquee sign” means any sign attached to or supported by a marquee structure.

“Name plate” means a non-electric on-premises identification sign giving only the name, address, and/or occupation of an occupant or group of occupants.

“Nonconforming sign” means:

1. A sign which was erected legally but which does not comply with subsequently enacted sign restriction and regulations;
2. A sign which does not conform to the sign code requirements but for which a special permit has been issued.

“Occupancy” means the portion of a building or premises owned, leased, rented or otherwise occupied for a given use.

“Off-premises sign” means a sign structure advertising an establishment, merchandise, service or entertainment, which is not sold, produced, manufactured or furnished at the property on which said sign is located (i.e., billboards or outdoor advertising).

“On-premises sign” means a sign which pertains to the use of the premises on which it is located.



“Owner” means a person recorded as such on official records. For the purposes of this chapter, the owner of property on which a sign is located is presumed to be the owner of the sign unless facts to the contrary are officially recorded or otherwise brought to the attention of the city planner or designee (i.e., a sign leased from a sign company).

“Painted wall sign” means any sign which is applied with paint or similar substance on the face of a wall.

“Parapet” means the extension of a false front or wall above a roofline.

“Person” means a partnership, firm, joint venture, public agency, government, company, corporation or other association, as well as a natural person.

“Planner” means the city planner or designee.

“Point of purchase display” means advertising of a retail item accompanying its display (i.e., an advertisement on a product dispenser).

“Pole cover” means covers enclosing or decorating poles or other structural supports of a sign.

“Political sign” means a temporary sign used in connection with a local, state or national election or referendum.

“Portable sign” means any sign designed to be moved easily and not permanently affixed to the ground, a structure or a building. For the purposes of setbacks, a portable sign is a freestanding sign.

“Premises” means a parcel of land with its appurtenances and buildings which, because of its unity of use, may be regarded as the smallest conveyable unit of real estate.

“Projecting sign” means a sign, other than a flat wall sign, which is attached to and projects from a building wall or other structure not specifically designed to support the sign.

“Real estate sign” means a temporary sign advertising the real estate upon which the sign is located as being for rent, lease or sale.

“Roof-line” means the top edge of a roof or building parapet, whichever is higher, excluding any cupolas, pylons, chimneys, or minor projections.

“Rotating sign” means a sign in which the sign itself or any portion of the sign moves in a revolving or similar manner. Such motion does not refer to methods of changing copy.

“Sign” means any device, structure, fixture, flashing light, strobe or placard regardless of whether it is standalone or fixed using graphics, symbols, and/or written copy designed specifically for the purpose of advertising or identifying any establishment, product, goods or services.

“Sign, area of” means:

1. Projecting and Freestanding. The area of a freestanding sign or projecting sign shall have only one face (the largest one) of any double- or multifaced sign counted in calculating its area. The area of a sign shall be measured as follows if the sign is composed of one or two individual cabinets:

- a. The area around and enclosing the perimeter of each cabinet or module shall be summed and then totaled to determine total area. The perimeter of measurable area shall not include embellishments such as pole cover, framing, decorative roofing, etc.; provided, that there is not written advertising copy on such embellishments.



b. If the sign is composed of more than two sign cabinets or modules, the area enclosing the entire perimeter of all cabinets and/or modules within a single, continuous geometric figure shall be the area of the sign. Pole covers and other embellishments shall not be included in the area of measurement if they do not bear advertising copy.

2. Wall Signs. The area shall be within a single, continuous perimeter composed of any straight line geometric figure which encloses the extreme limits of the advertising message. If the sign is composed of individual letters or symbols using the wall as the background with no added decoration, the total sign area shall be calculated by measuring the area within the perimeter of each symbol or letter. The combined areas of the individual figures shall be considered the total sign area.

“Snipe sign” means a temporary sign or poster affixed to a tree, fence, etc. (erected for three days or less).

“Subdivision identification sign” means a freestanding or wall sign identifying a recognized subdivision, condominium complex, or residential development.

“Temporary sign” means a sign not constructed or intended for long-term use (erected for less than thirty (30) days).

“Under-canopy sign” means a sign suspended beneath a canopy, ceiling, roof or marquee.

“Use” means the purpose for which a building, lot, sign or structure is intended, designed, occupied or maintained.

“Wall sign” means a sign attached parallel to and extending not more than eighteen (18) inches from the wall of a building. This definition includes painted, individual letter, and cabinet signs, and signs on a mansard.

“Window sign” means a sign installed inside a window for the intended purpose of being viewed from the outside. (Ord. 11-08 § 2, 2011; prior code § 16.43.902.2)

#### **16.32.040 Compliance required.**

No person shall erect, place or maintain a sign in the city except in accordance with the provisions of this chapter. (Prior code § 16.43.904)

#### **16.32.050 Signs prohibited.**

The following types of signs are prohibited in all districts:

- A. Abandoned signs;
- B. Signs imitating or resembling official traffic or government signs or signals of response vehicles;
- C. Snipe signs or signs attached to telephone or utility poles, public benches, or street-lights;
- D. Signs placed on vehicles or trailers which are parked or located for the primary purpose of displaying the sign (this does not apply to allowed portable signs or to signs or letters on buses, taxis

or vehicles operating during the normal course of business);

E. Signs with flashing, intermittent, revolving or blinking illumination, or an alternating light pattern or which are animated, other than electronic message centers, as permitted in this chapter. No sign regulated by this chapter may utilize:

1. An exposed incandescent lamp with an external reflector and without a sunscreen or comparable diffusion,

2. Any revolving beacon or flashing light,

3. Signs using exposed incandescent light sources exceeding sixty (60) watts per source;

F. Signs using reflectors, mirrors or other devices intended to focus or direct illumination from the sign to any other place;

G. Signs exceeding a maximum height of thirty (30) feet or the height of the roofline whichever is less;

H. Off-premises signs. (Ord. 11-08 § 3, 2011; prior code § 16.43.904.2)

#### **16.32.060 Permits required.**

Unless otherwise provided by this title, all signs shall require permits and payment of fees as described in the section covering administration and enforcement. No permit is required for the maintenance of a sign or for a change of copy on painted, printed or changeable copy signs. (Prior code § 16.43.904.4)

#### **16.32.070 Signs not requiring permits.**

The following types of signs are exempted from permit applications but must be in conformance with all other requirements of this chapter:

A. Construction signs of thirty-two (32) square feet or less;

B. Directional/information signs of eight square feet or less;

C. Holiday or special events decorations;

D. Nameplates of twelve (12) square feet or less;

E. Political signs;

F. Public signs or notices, or any sign relating to an emergency;

G. Real estate signs;

H. Window signs;

I. Incidental signs;

J. Point of purchase display signs;

K. Religious icons; and

L. Wall signs. (IM 07-24; prior code § 16.43.904.6)

### **16.32.080 Maintenance.**

All signs shall be properly maintained. Exposed surfaces shall be clean and painted if paint is required. Defective parts shall be replaced. The city planner or designee shall have the right to order the repair or removal of any sign which is defective, damaged or substantially deteriorated. (Prior code § 16.43.904.8)

### **16.32.090 Changeable copy.**

Unless otherwise specified by this title, any sign herein allowed may use manual or automatic changeable copy. (Prior code § 16.43.904.10)

### **16.32.100 Sign setback requirements.**

A. The base of structural members supporting signs mounted on the ground shall be set back at least three feet from any public right-of-way except that of the George Parks Highway.

B. The base of structural members supporting signs mounted on the ground shall be set back at least five feet from the right-of-way of the George Parks Highway.

C. No part of any sign shall encroach into a public right-of-way or the air space above such a right-of-way, nor shall any part of a sign obscure a sight triangle. (Prior code § 16.43.904.12)

### **16.32.110 Signs permitted in all zones.**

The following signs are allowed in all zones:

- A. All signs not requiring permits;
- B. One construction sign for each street frontage of a construction project, not to exceed thirty-two (32) square feet in sign area. Such signs may be erected fourteen (14) days prior to beginning of construction and shall be removed seven days following completion of construction;
- C. One nonilluminated real estate sign per lot or premises, not to exceed thirty-two (32) square feet in sign area. Such signs must be removed one week following sale, rental or lease;
- D. One attached nameplate per occupancy, not to exceed two square feet in sign area;
- E. *Repealed by IM 07-24;*
- F. One directional/information sign per lot, not to exceed eight square feet in sign area or six feet in height;
- G. Two temporary special event signs and decoration per premises for special events, grand openings, or holidays. Such signs and decorations may be erected seven days prior to a special event or holiday and shall be removed seven days following the event or holiday. For grand

openings such signs may be used for no more than fourteen (14) days;

H. Snipe signs for three days or less. Signs must be dated. (IM 07-24; prior code § 16.43.906)

### **16.32.120 Signs permitted in residential zones.**

A. Signs are allowed as follows in residential zones:

1. All signs as permitted in Sections 16.32.070 and 16.32.110;
2. Two subdivision signs per neighborhood, subdivision or development not to exceed thirty-two (32) square feet in sign area;
3. One identification sign per apartment or condominium complex, not to exceed six square feet in sign area;
4. For allowed nonresidential uses, including churches and synagogues, one freestanding sign, not to exceed thirty-two (32) square feet in sign area, and one wall sign not to exceed six square feet in sign area.

B. Special regulations for residential districts are as follows: All allowed freestanding signs shall have a maximum height limit of six feet. (Prior code § 16.43.906.2)

### **16.32.130 Signs in the commercial and industrial zone.**

A. All signs as permitted in Section 16.32.070 and 16.32.110;

B. One freestanding sign per premises, not to exceed one square foot in sign area for each linear foot of main street frontage up to a maximum of one hundred fifty (150) square feet. Such signs may not exceed a height of twenty-five (25) feet;

C. One under-canopy sign per occupancy, not to exceed fifty (50) square feet in sign area;

D. Incidental signs, not to exceed six square feet in aggregate sign area per occupancy;

E. Where an occupancy is on a corner or has more than one street frontage, one additional freestanding sign will be allowed on the additional frontage, not to exceed the size of the other freestanding sign;

F. One awning sign, with text, per occupancy not to exceed thirty (30) percent of the surface area of an awning, or one marquee sign, not to exceed one square foot in sign area for each linear foot of marquee front and side;

G. One portable sign per lot, not to exceed thirty-two (32) square feet in sign area or five feet in height. Such signs may be displayed eight times per year for periods not to exceed two weeks;

H. Where a lot has in excess of four hundred (400) feet of street frontage, one additional freestanding sign will be allowed for each additional one hundred (100) feet of street frontage. Such signs shall be subject to the size and height limitations of the first allowed freestanding sign and may be placed no closer than two hundred fifty (250) feet to any other freestanding sign on the same premises;

I. A projecting sign may be used instead of any freestanding sign, not to exceed a sign area of one square foot for each linear foot of an occupancy's building frontage up to a maximum of fifty (50) square feet;

J. Two ground signs may be used instead of any one free standing sign, not to exceed fifty (50) square feet each;

K. Any size and amount of wall signs. (Prior code § 16.43.906.4)

#### **16.32.140 Nonconforming signs - Determination of legal nonconformity.**

Existing signs which do not conform to the specific provisions of the chapter may be eligible for the designation "legal non-conforming," provided that:

A. Such signs are properly maintained and do not in any way endanger the public;

B. The sign was covered by a valid permit or variance or complied with all applicable laws on the date of adoption of this chapter. (Prior code § 16.43.908)

#### **16.32.150 Loss of legal nonconforming status.**

A legal nonconforming sign may lose this designation if:

A. The sign is relocated or replaced;

B. The structure or size of the sign is altered in any way except towards compliance with this chapter. This does not refer to change of copy or normal maintenance. (Prior code § 16.43.908.2)

#### **16.32.160 Maintenance and repair of nonconforming signs.**

The legal nonconforming sign is subject to all requirements of this chapter regarding safety, maintenance and repair. However, if the sign suffers more than fifty (50) percent-appraised damage or deterioration, it must be brought into conformance with this chapter or removed. (Prior code § 16.43.908.4)

#### **16.32.170 Construction information.**

All electrical signs shall be constructed and located in such a way as to meet required federal, state, and city laws statutes and ordinances and meet the requirements of the National Electrical Code. (Prior code § 16.43.910)

#### **16.32.180 Anchoring.**

A. No sign shall be suspended by non-rigid attachments that will allow the sign to swing in a wind.

B. All freestanding signs shall have self-supporting structures erected on or permanently

attached to concrete foundations or steel pilings.

C. All portable signs on display shall be braced or secured to prevent motion. (Prior code § 16.43.910.2)

#### **16.32.190 Additional safety information.**

A. No sign shall be erected, constructed or maintained so as to obstruct any fire escape, required exit, window or door opening used as a means of egress.

B. No sign shall be attached in any form, shape, or manner which will interfere with any opening required for ventilation, except that signs may be erected in front of and may cover transom windows when not in violation of building or mechanical codes.

C. Signs shall be located in such a way as required to meet state and/or city safety standards. (Prior code § 16.43.910.4)

#### **16.32.200 Administration and enforcement - City planner.**

A. The city planner or designee is authorized to process applications for permits and variances, hold public hearings as required, and enforce and carry out all provisions of this chapter, both in letter and in intent. The city planner or designee is authorized to promulgate regulations and procedures consistent with this function.

B. The city planner or designee is empowered, upon presentation of proper credentials, to inspect any structure, or premises in the city for the purpose of inspection of a sign to ensure compliance with this chapter. Such inspections shall be carried out during business hours unless an emergency exists. (Prior code § 16.43.912)

#### **16.32.210 Application for permits.**

Application for a permit for the erection, alteration, or relocation of a sign shall be made to the city planner or designee on a form provided by the city planner or designee and shall include the following information:

A. Name and address of the owner of the sign;

B. Street address or location of the property on which the sign is to be located, along with the name and address of the property owner;

C. The type of sign or sign structure as defined in this chapter;

D. A site plan showing the proposed location of the sign along with the locations and square footage areas of all existing signs on the same premises; and

E. Specifications and scale drawings showing plans, elevation, materials, design, dimensions and structural supports. (Prior code § 16.43.912.2)

**16.32.220 Permit fees.**

All applications for permits filed with the city planner or designee shall be issued free of charge. (Prior code § 16.43.912.4)

**16.32.230 Issuance and denial.**

A. The city planner or designee shall issue a permit for the erection, alteration or relocation of a sign within five working days of receipt of a valid application, provided that the sign complies with all applicable laws and regulations of the city. In all applications, where a matter of interpretation arises, the more specific definition or higher standard shall prevail.

B. When a permit is denied, a written notice shall be provided to the applicant along with a brief statement of the reasons for denial. The city planner or designee may suspend or revoke an issued permit for any false statement or misrepresentation of fact in the application. (Prior code § 16.43.912.6)

**16.32.240 Permit conditions.**

A. Permit fees are nonrefundable.

B. A permit becomes null and void if work is not completed within one year of the date of issuance. (Prior code § 16.43.912.8)

**16.32.250 Removal of sign by planner.**

In cases of emergency, the city planner or designee may cause the immediate removal of a dangerous or defective sign without notice. Signs removed in this manner must present a hazard to the public safety. (Prior code § 16.43.912.10)

**16.32.260 Variance provisions.**

Variations to the setbacks, sign area, number of signs per parcel, and height of signs may be requested by a property owner, or authorized agent. The application process, notice requirements, and variance standards shall be the same as those for variances in Section 16.28.110. In granting a sign variance, the planning commission may prescribe conditions and safeguards to assure conformity with the purpose and intent of this chapter and consistency with the city comprehensive plan and any other applicable adopted city plans. (Ord. 11-30 § 3, 2011)

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# CITY OF WASILLA

• Planning Office •

290 East Herning Avenue • Wasilla • Alaska • 99654-7091

• Telephone 907-373-9020 •

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## MEMORANDUM

**DATE:** November 23, 2016

**TO:** Wasilla Planning Commission

**FROM:** Tina Crawford, AICP, City Planner *TC*

**RE:** Committee of the Whole – Discussion regarding adoption of resolution establishing code enforcement priorities

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During several of the Planning Commission meetings this year, the Commission has expressed concerns with the enforcement of Title 16 – specifically Wasilla Municipal Code (WMC) Chapter 16.33, Landscaping Standards. Section 16.08.070, authorizes the Commission to establish by resolution an enforcement priority for violations of any of the regulations within the City's Land Development Code (WMC Title 16).

Attached to this memo is a draft resolution that is intended to be used as a starting point for discussion by the Planning Commission at the December 13, 2016 regularly scheduled meeting. Upon completion of the discussion by the Commission, staff will draft a final version of the resolution and may include it on the agenda for adoption at the January 10, 2017 regular meeting.

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By: Public Works  
Public Hearing:  
Adopted:

**WASILLA PLANNING COMMISSION  
RESOLUTION SERIAL NO. 17-xx**

**A RESOLUTION OF THE WASILLA PLANNING COMMISSION ESTABLISHING ENFORCEMENT PRIORITIES FOR VIOLATIONS REGARDING USE OF LAND AND BUILDINGS WITHIN THE CITY LIMITS AS DESCRIBED IN WASILLA MUNICIPAL CODE SECTION 16.08.070.**

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WHEREAS, the Wasilla Planning Commission recognizes the need to establish a reasonable level of enforcement for the land use regulations adopted by the Wasilla City Council; and

WHEREAS, there will always be violations of the Wasilla Land Development Code, Title 16 of the Wasilla Municipal Code, it is prudent and necessary to establish priorities to guide the enforcement activities of the planning and code enforcement staff to ensure that those activities are undertaken on an efficient, equitable and cost-effective basis; and

WHEREAS, there is a limit to the amount of money the City can annually afford to allocate to enforcement efforts, therefore, it is important that the most pressing enforcement issues are dealt with on a priority basis and in a timely fashion;

WHEREAS, the installation and maintenance of required landscaping on commercial properties substantially contributes to the attractiveness of the City;

NOW, THEREFORE, BE IT RESOLVED, that the Wasilla Planning Commission hereby recommends the following violations be established as priorities for code enforcement activities for 2017:

- 1) Inspection and enforcement of landscaping required as a condition of approval for a land use permit for commercial developments within the city limits.

- 2) Inspection and enforcement of landscaping required as a condition of approval for a land use permit for two-family and multi-family developments within the city limits.
- 3)

APPROVED by the Wasilla Planning Commission on -, 2017.

APPROVED:

\_\_\_\_\_  
Jessica Dean, Chairman                      Date

ATTEST:

\_\_\_\_\_  
Tina Crawford, AICP, City Planner

- **PURPOSE**

The purpose of the landscaping standards in this chapter is to ensure that new landscaping and the retention of existing vegetation is an integral part of all development. It is the intent of these standards to promote the environmental and community benefits of a healthy, diverse, and well managed urban forest. These standards are intended to:

- Visually enhance the community image through new landscaping improvements and/or retention of existing vegetation;
- Promote the use of existing vegetation and retention of trees, woodlands, habitat, and urban forest;
- Encourage the use of native plants to improve plant establishment, survival, and vitality;
- Soften the view and break up the visual impact of extensive paved parking areas and surfaces;
- Separate, screen, and buffer adjacent incompatible land uses through the use of landscape plantings, fencing, and other appropriate landscape architectural features;
- Allow for appropriate removal of trees utilizing an objective criterion-based review and appropriate replanting of quality trees;
- Reduce noise, dust pollution, and glare;
- Provide privacy in residential settings;
- Provide for erosion control, runoff reduction, and pollutant mitigation; and
- Eliminate or reduce the need for irrigation by providing landscaping that are well-suited to the environment and climate.

- **APPLICABILITY**

- Except as provided in this chapter, every administrative approval, use permit, and conditional use permit approved under this title shall be conditioned upon compliance with an approved landscaping plan that conforms to the requirements of this chapter.

- **LANDSCAPE PLAN**

- **Submittal**
  - A landscape plan that adequately indicates compliance with applicable landscaping standards in this chapter must be submitted with the development/permit application. The plan must be prepared and sealed by a licensed landscape architect registered in the state of Alaska or a professional with similar landscaping expertise, as approved by the City Planner.
- **Plan Components**
  - Calculations, dimensions, notes, and details necessary to describe the landscape elements and their relation to the site boundary and site improvements.
  - Include owner notification of the responsibility for the establishment of newly planted vegetation and the continuing obligation to maintain all landscape elements.
  - Where a landscape plan is required, the plan shall include the following:
    - The common name of each plant used;
    - The number, height, and diameter of each plant;
    - The locations where different plant types will be used;
    - The locations, size, and type of vegetation to be preserved in its natural state;
    - Location of any retaining walls and/or fences;

- Location of existing or proposed utilities and easements of record;
- Location of all property lines including all streets that border the lot/parcel;
- Location of any existing or proposed structures or parking areas;
- North arrow and scale; and
- Site drainage and drainage patterns, unless shown on civil drawings.
- **Landscape Design**
  - Design must take into consideration existing protected trees and incorporate existing trees and vegetation where practical to lower adverse impacts of development.
- **Existing Tree inventory**
  - The provisions of this section apply to any land use or development activity permit application required to inventory on-site protected trees. If no protected trees exist on site, that condition must be identified in the application documents.
  - A scaled drawing identifying all existing protected trees and their locations relative to the development parcel boundary and to existing and proposed improvements. It must identify the location, circular critical root zone (CRZ) boundary, and diameter at breast height (DBH). Estimates may be made for inaccessible trees, but they must be noted as such on the drawing.

## ● GENERAL LANDSCAPING REQUIREMENTS AND STANDARDS

- **Exemptions.** The following uses are exempt from the landscaping requirements in this chapter:
  - Temporary Uses
  - Single-family home – **except for street trees??**
  - Duplex – **except for street trees??**
  - Areas authorized by the city for public or private parks, playgrounds, playing fields, or golf courses that will be retained in pervious ground cover. Parking lots, community centers, clubhouses, and other typical accessory uses or structures must comply with the landscape requirements in this chapter.
  - Airport lease lots
- **Minimum Lot area to be landscaped**
  - A minimum of **15 percent** of the total lot area must be covered with landscaping. The planting of grass and annual flowers alone does not constitute landscaping in the context of this section.
- **Preservation of Existing Vegetation**
  - Existing healthy trees must be preserved to the greatest extent practical to sustain an age-diverse urban forest and to minimize tree canopy cover losses.
  - Native plant material area. Natural vegetation that is sufficient to meet the intent of the standards set out in this chapter may be retained in place of all or part of any required landscaping. Existing trees may be credited toward the landscape requirements on a 2:1 basis if an evergreen or a 1:1 basis if a deciduous tree.
    - Individual trees
      - Trees over **3"5"** diameter at breast height (DBH) are considered protected trees and must be ~~preserved and~~ inventoried as required in this chapter. Note: This equals 15.7" circumference.

- Protection requirements.
  - The critical root zone is, and will remain, substantially undisturbed. The critical root zone (CRZ) is represented by a circle, centered on the tree trunk and having a radius of one and one-half foot for each one inch of trunk diameter (DBH). Although an undisturbed circular area centered on the tree generally assures less critical root loss, modifications to the CRZ perimeters resulting in non-concentric, irregular, and/or smaller areas are acceptable for tree preservation if either of the following conditions are met:
    - Maximum disturbance. The modified root zone includes at least 50 percent of the concentric CRZ, contains no less total contiguous area than the concentric CRZ, and includes no disturbance or encroachments by improvements within the structural root plate area.
    - Existing conditions. The tree has demonstrated long-term viability within the same sub-standard root zone and that area will not be further reduced or adversely impacted. In some cases, a certified arborist may be required to delineate the functioning root zone and confirm avoidance of further impacts.
  - The structural root plate is represented by a circle, centered on the tree trunk and having a radius of one-half foot for each inch of trunk diameter (DBH), but no less than six feet and no more than 10 feet.
  - Canopy. No more than 25 percent of the canopy has been or will be removed and the pruning is done according to ANSI standards (A300).
  - Protective barriers. Trees designated for preservation must be protected from all potentially harmful activity during development by the temporary installation of protective barriers. Barriers must be constructed of chain link fence, orange laminated plastic fencing, or wood posts and rails, consistent with professional arboricultural practices and must be installed along the perimeter of all required preserve areas prior to any land clearing, demolition, grading, or construction. No potentially harmful activity may take place within the protective barrier. This includes, but is not limited to grade change, trenching, compaction, grubbing, or root raking.
- ~~○ Removal criteria. All improvements must be designed and located to minimize the requirement to remove protected trees. Removal of a protected tree may only be approved if it meets one or more of the following:~~
  - ~~▪ Reasonable use. A permissible use of the site cannot reasonably be undertaken unless the tree is removed.~~
  - ~~▪ Access. The tree completely prevents access to a lot/parcel.~~
  - ~~▪ Proximity to structures. The tree is located in such proximity to an existing or proposed structure that the safety, utility, or~~

- ~~structural integrity of the structure is materially impaired to the extent that the removal can be avoided.~~
- ~~▪ Proximity to roads and utilities. The tree materially interferes with the installation, maintenance, or functionality of roads or utilities to the extent that a curvilinear road or utility run cannot reasonably accommodate the tree.~~
- ~~▪ Proximity to traffic. The tree creates a substantial hazard to motor vehicle, bicycle, or pedestrian traffic by reason of proximity to a travel way and/or impairment of vision. Curbing, roadway speed limits and avoidance shall be utilized to minimize proximity hazards prior to consideration of removal.~~
- ~~▪ Poor condition. The tree is confirmed by a certified arborist to be diseased or substantially weakened by age, abuse, storm damage, or fire or is otherwise determined to have major defects in structural or functional health beyond reasonable recovery or repair.~~
- o Replacement of removed protected trees. ~~Where removal of~~When protected trees is authorized by the City are removed from the site to allow for development, replacement trees to mitigate lost benefits of the trees removed shall be provided according to the following provisions, in addition to the trees prescribed for general landscaping:
  - ~~▪ Replacement ratio. Within the applicable replacement limits of this section, no less than 50 percent of the total protected tree trunk diameter (DBH) inches removed shall be replaced in total caliper inches of new canopy trees planted. For example, if the diameters (DBH) of all protected trees removed totaled 39 inches, the minimum required replacement would be  $39 \times 0.50 = 19.5$  caliper inches. Three replacement possibilities for the example given are: eight 2.5-inch trees providing 20 caliper inches, three 2.5-inch and four 3-inch trees providing 19.5 caliper inches, or seven 3-inch trees providing 21 caliper inches.~~
  - ~~▪ Replacement reduction. If a standard arboricultural assessment of a tree documents damage, decay, poor structure or other substandard conditions, city officials may proportionally reduce the replacement required by its removal.~~
  - ~~▪ Replacement limit~~
  - Replacement trees. All trees planted as replacements for removed protected trees shall meet the requirements for tree selection prescribed in this section. Any of the tree species identified as pre-approved replacements may be planted. Other native trees with confirmed moderate to high drought tolerance and wind resistance may be proposed for city review and acceptance.
  - ~~▪ Replacement fee. If any required replacement trees cannot be accommodated on the site of the removed trees in conformance with the minimum spacing, root area, and other applicable provisions of this section, the unplanted mitigation~~



shall be fulfilled by a contribution to the city **Tree Restoration Fund**. The fee shall be collected at the time of issuance of any permit authorizing the tree removal.

- **Unit cost basis.** The restoration fund contribution for unplanted mitigation is based on the unit cost of a standard replacement tree. That cost shall be the sum of the typical purchase, planting, and establishment (e.g., initial watering) costs of a 2.5-inch caliper, **(Insert Tree Type or Types)** tree as estimated by the city. The city shall periodically reevaluate the unit cost to assure that the amount accurately represents the complete costs of a replacement tree.
- **Calculation.** The restoration fund contribution is determined by dividing the caliper inches of unplanted mitigation by 2.5 to determine the required number of standard replacement trees. The calculated number of trees is then multiplied by the unit cost of a standard replacement tree. For example, eleven caliper inches of mitigation not provided on site, divided by 2.5 inches per tree, equals 4.4 trees. An amount equal to 4.4 times the fee schedule cost of a replacement tree is the required Tree Restoration Fund contribution.
- **Use of fees.** All tree replacement fees collected by the city will be deposited to the Tree Restoration Fund, which shall be used to **XXXXXXX**.

o **Plant Materials**

- Plant material must be true to name, variety, and size and must conform to all applicable provisions of American Standards for Nursery Stock, latest edition.
- **Minimum size**
  - Shrubs must be a minimum of 24 inches in height at time of planting
  - Trees must be a minimum of 8 feet in height or a minimum of 1.5” caliper at DBH, whichever is larger, at time of planting.
- **Quality.** All plant material must be healthy, of a suitable type for the site conditions being used in, and hardy to the project area.
- **Species.** All landscaping shall utilize native plant species.
- **Diversity.** The diversity of any trees required to be planted on a site shall comply with the following limits to avoid uniform site tree decline from pests or disease:

<b>Number of new trees planted on site</b>	<b>Maximum percentage of any one species planted</b>
<u>5 – 19</u>	<u>67%</u>
<u>20-49</u>	<u>40%</u>
<u>50 or more</u>	<u>30%</u>

- **Installation.** All required landscaping must be installed in a sound manner utilizing established professional standards and consistent with the requirements in this chapter.
- **Ground covers and mulch.** All ground cover around vegetation must consist of dead vegetative matter, or product with similar appearance, unless otherwise approved by the Planning Commission.

○ **Planting Location**

- Placement. Installation of plants in appropriate locations is essential to long-term survival. Locations should match mature plant size to available soil volume and other conditions necessary for healthy growth. Appropriate separation must be provided from pavement, structures, streets, driveways, curbs, sidewalks, signs, lights, and utilities.
- Vehicle Overhang. All required landscape planting beds must be protected from vehicular damage. Vehicular use areas shall provide raised curbs, wheelstops, bollards, or other effective means to permanently protect landscape areas from damage by vehicle encroachment. Vehicles may not overhang into landscape areas beyond the designed boundaries of vehicular use areas.
- Utility Easements/Overhead Utilities
  - Only plants that will not create persistent utility maintenance or interference problems may be installed where overhead utilities exist.
  - Trees may not be planted directly below powerlines to prevent them from being energized or disrupting service.
  - Understory trees may be planted near power lines.
  - Vegetation within a utility easement may not achieve heights greater than 14 feet or intrude from the side closer than 10 feet to power lines, or exceed clearances otherwise required by applicable ANSI standards. Canopy trees must be planted at minimum of 25 feet from power lines and large maturing species should be planted a minimum of 50 feet away from power lines.
- Visibility Clearance Areas/Sight distance
  - Landscaping within the sight distance areas must be designed, installed, and maintained to allow visibility between three feet and nine feet above grade. The trunks of mature trees trimmed of foliage to nine feet and newly planted trees with immature crown development allowing visibility are generally acceptable within this area.

○ **Installation**

- Timing
  - All landscaping structural requirements (e.g. drainage, grading, concrete, rock or keystone bed structures, sidewalks) must be in place prior to occupancy. If occupancy occurs outside the planting season, all landscaping must be in place no later than June 30 of the following year. Topsoil addition and final grading, seeding, and plantings must be in place within 12 months of occupancy, or within the first growing season after occupancy, whichever comes first.
- Tree protection and preservation
  - Tree roots. In addition to the minimum areas required by this chapter for planted and preserved trees, curb, sidewalks, and other concrete around trees must be minimized and more flexible materials utilized to accommodate tree roots (e.g. crushed rock, porous pavers)

○ **Guaranty**

- Insert Section 16.33.040 language
- Require 2 year guaranty to ensure vegetation lives past first season

• **TYPES OF LANDSCAPING** (Create Tables – see Anchorage)

○ **Site Perimeter/Project Boundary**

- Purpose
- Applicability
- Exemptions
- Visual Enhancement
- Buffer
- Screening
- Freeway
- **Parking Lot and Vehicular Use Areas – Street, Perimeter, and Interior (Create Tables – see Seattle)**
  - Purpose. All parking lots and vehicular use areas must be screened from view from the right-of-way and/or adjacent residential areas to soften the appearance of these areas.
  - Applicability
    - Except as provided in this chapter, all parking lots must provide landscaping
  - Exemptions
    - Parking developed only for one single-family or one two-family structure on a lot.
    - Vehicular display areas for automobile sales or rentals are exempt from the landscaping requirements in this section except for the landscaped areas at the termination of parking rows. All other areas of the site must comply with the standards in this chapter.
    - Truck wells, loading docks, and other areas designated exclusively for the loading and unloading of vehicles.
  - Parking lot perimeter. All parking lots visible from public rights-of-way must be screened with a combination of trees, shrubs, and/or other plant materials, possibly in combination with fences and berms.
    - Minimum of a 10-foot wide landscape strip/planting bed. Driveways and sidewalks may cross such strips to provide approved site access.
    - Encroachments and overhang. Vehicular use areas shall provide raised curbs, wheel stops, bollards, or other effective means to permanently protect landscape areas and irrigation systems from damage by vehicle encroachment. Vehicles may not overhang into landscape areas beyond the designated boundaries of vehicular use areas. Only grass and ground cover may be planted in any vehicle overhang areas and does not count toward the minimum landscaping.
    - For parking lots containing less than five parking spaces, an area equal to at least five percent of the parking lot must be planted with landscaping that is visible from the street.
    - For parking lots containing five up to 20 spaces, an area equal to at least 10 percent of the parking area must be planted with landscaping that is visible from the street.
    - For parking lots containing more than 20 spaces, an area equal to at least 15 percent of the parking area must be planted with landscaping that is visible from the street.
    - Exemptions
      - Lots developed with only one single-family or two-family structure
  - Parking row terminations
    - All rows of parking stalls shall be terminated at each end with a landscape area having the full length of the adjoining parking stall and containing at

least one planted or preserved canopy tree. The landscape area must be sufficiently sized to provide the minimum root zone for a preserved tree. Where a double row of interior parking stalls ends, the terminating landscape area shall be combined as one continuous area to maximize rooting area except when a dividing pedestrian and/or handicap accessibility route may be appropriate and approve by the City Planner.

- Exemptions.
  - Parking lots in the industrial zoning district are exempt from the requirements in this section.
- **Continuous parking stalls**
  - Each row of parking must contain 15 or less continuous stalls without interruption by a landscape area. Each landscape area must be consistent with the dimensions required for parking row terminations above.
  - If any of the following conditions exist, no more than 12 continuous stall may be provided:
    - The total number of on-site parking spaces exceeds 50;
    - The total number of on-site parking spaces exceeds the number required by the applicable parking ratios in Title 16 by more than 10 percent; or
    - The dimensions of drive aisles and/or parking stalls exceed the standards in Title 16.
  - Exemptions.
    - Parking lots in the industrial zoning district are exempt from the requirements in this section.
- **Parking lot interior (Update specific numbers for each type of vegetation using Target as an example for the formula.)**

Landscaping requirements for surface parking areas	
Number of parking spaces	Required landscaped area
20 to 50	18 square feet, per parking space
51 to 99	25 square feet, per parking space
100 or more	35 square feet, per parking space

- Each landscaped area shall be no smaller than 100 square feet and must be protected by permanent curbs or structural barriers.
- No part of a landscaped area shall be less than 4 feet in width or length except those parts of landscaped areas created by turning radii or angles of parking spaces.
- No parking space shall be more than 60 feet from a required landscaped area.
- The landscaped area may include bioretention facilities.
- Trees in surface parking areas
  - One tree is required for every ten parking spaces.

- o Trees shall be selected in consultation with the Director of Transportation.
- Screening of surface parking areas
  - o Three-foot-high screening is required along street lot lines.
  - o Surface parking abutting or across an alley from a lot in a residential zone must have 6-foot-high screening along the abutting lot line and a 5-foot-deep landscaped area inside the screening.

e. The City Planner may waive or reduce the requirements of this subsection:

- 1) to improve safety;
- 2) to provide adequate maneuvering room for service vehicles;
- 3) when it would not otherwise be feasible to provide the required number of spaces; or
- 4) when required parking can only be provided at the rear lot line and access to individual parking spaces can only be provided directly from the alley.

f. In deciding whether and to what extent to waive or reduce the landscaping and screening requirements, the City Planner shall consider whether:

- 1) the lot width and depth permit alternative workable site plans that would allow screening and landscaping;
- 2) the character of uses across the alley, such as a parking garage accessory to a multifamily structure, makes the screening and landscaping less necessary;
- 3) the lot is in a location where access to parking from the street is not permitted; and
- 4) a topographic break between the alley and the residential zone makes screening less necessary.

2. Fences or free-standing walls associated with utility services uses may obstruct or allow views to the interior of a site. Where site dimensions and site conditions allow, applicants are encouraged to provide both a landscaped setback between the fence or wall and the right-of-way, and a fence or wall that provides visual interest facing the street lot line, through the height, design or construction of the fence or wall, including the use of materials, architectural detailing, artwork, vegetated trellises, decorative fencing, or similar features. Any fence or free-standing wall for a utility services use must provide either:

- a) A 5-foot-deep landscaped area between the wall or fence and the street lot line; or
- b) Architectural detailing, artwork, vegetated trellises, decorative fencing, or similar features to provide visual interest facing the street lot line, as approved by the City Planner.

3. Other uses or circumstances. Screening and landscaping is required according to Table D:

<u>Table D</u>	
<u>Use or Circumstance</u>	<u>Minimum Requirement</u>
<u>a. Drive-in businesses abutting or across an alley from a lot in a residential zone</u>	<u>6-foot-high screening along the abutting or alley lot lines; and A 5-foot-deep landscaped area inside the screening, when a drive-in lane or queuing lane abuts a lot in a residential zone</u>
<u>b. Drive-in businesses, other than gas stations, in which the drive-in lane or queuing lanes are across the street from</u>	<u>3-foot-high screening</u>

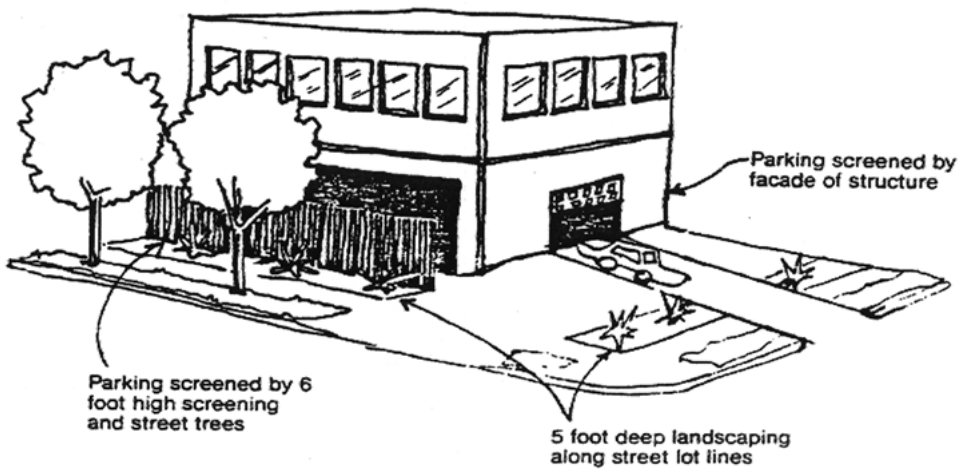
<a href="#"><u>a lot in a residential zone</u></a>	
<a href="#"><u>c. Garbage cans in RR zones, or associated with a structure containing a residential use in C zone</u></a>	<a href="#"><u>3-foot-high screening along areas where garbage cans are located</u></a>
<a href="#"><u>d. Garbage dumpsters in RR zones, or associated with structures containing a residential use in C zones</u></a>	<a href="#"><u>6-foot-high screening</u></a>
<a href="#"><u>e. Gas stations in RR zones or, in C zones, across the street from a lot in a residential zone</u></a>	<a href="#"><u>3-foot-high screening along street lot lines</u></a>
<a href="#"><u>f. Mobile home parks</u></a>	<a href="#"><u>6-foot-high screening along all lot lines that are not street lot lines; and Along all street lot lines, a 5-foot-deep landscaped area or a 5-foot-deep planting strip with street trees</u></a>
<a href="#"><u>g. Outdoor sales and outdoor display of rental equipment, abutting or across an alley from a lot in a residential zone</u></a>	<a href="#"><u>6-foot-high screening along the abutting or alley lot lines</u></a>
<a href="#"><u>h. Outdoor sales and outdoor display of rental equipment across the street from a lot in a residential zone</u></a>	<a href="#"><u>3-foot-high screening along the street lot line</u></a>
<a href="#"><u>i. Outdoor storage in a C zone</u></a>	<a href="#"><u>Screened from all lot lines by the facade of the structure or by 6-foot- high screening; and 5-foot-deep landscaped area between all street lot lines and the 6-foot-high screening (Exhibit C)</u></a>
<a href="#"><u>j. Outdoor storage in a C zone abutting a lot in a residential zone; or</u></a>	<a href="#"><u>50-foot setback from the lot lines of the abutting lot in a residential zone and screened from those lot lines by the facade of the structure or by 6-foot-high screening (Exhibit D)</u></a>
<a href="#"><u>k. Outdoor storage in a C zone across the street from a lot in a residential zone;</u></a>	<a href="#"><u>Screened from the street by the facade of a structure, or by 6-foot-high screening</u></a>
<a href="#"><u>l. Parking garage occupying any portion of the street-level street-facing facade between 5 and 8 feet above sidewalk grade</u></a>	<a href="#"><u>A 5-foot-deep landscaped area along the street lot line; or Screening by the exterior wall of the structure; or 6-foot-high screening between the structure and the landscaped area (Exhibit B)</u></a>
<a href="#"><u>m. Unenclosed parking garage on lots abutting a lot in a residential zone</u></a>	<a href="#"><u>A 5-foot-deep landscaped area and 6- foot-high screening along each shared lot line</u></a>
<a href="#"><u>n. Parking garage that is 8 feet or more above grade</u></a>	<a href="#"><u>3.5-foot screening along the perimeter of each floor of parking</u></a>
<a href="#"><u>o. Outdoor areas associated with pet daycare centers</u></a>	<a href="#"><u>Screened from all property lines by the facade of the structure or by 6-foot-high screening</u></a>



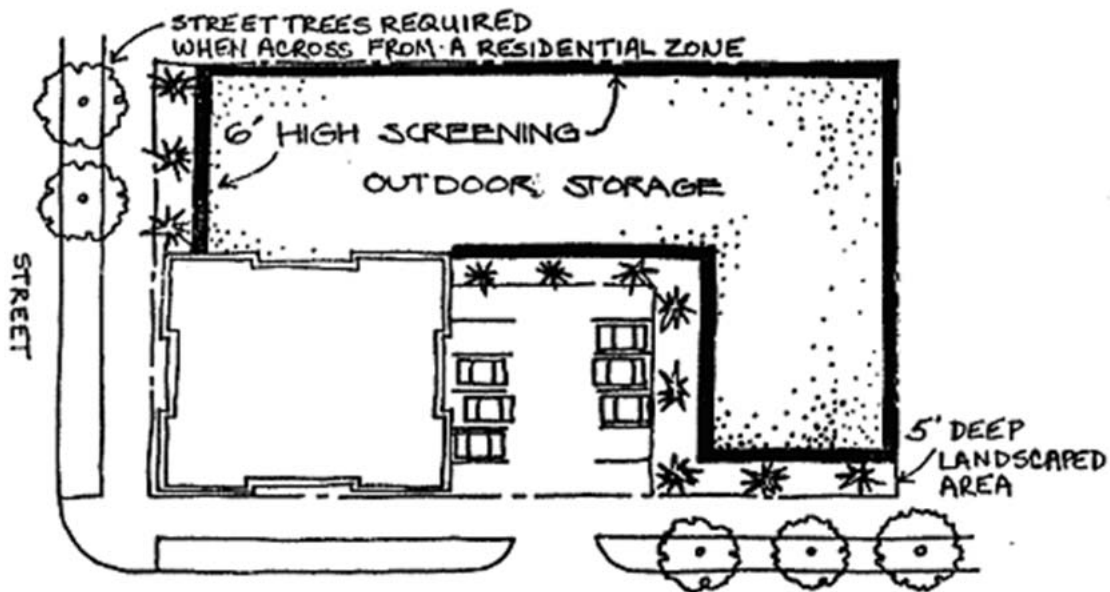
[between the outdoor area and all property lines](#)

Exhibit 23.47A.016 B

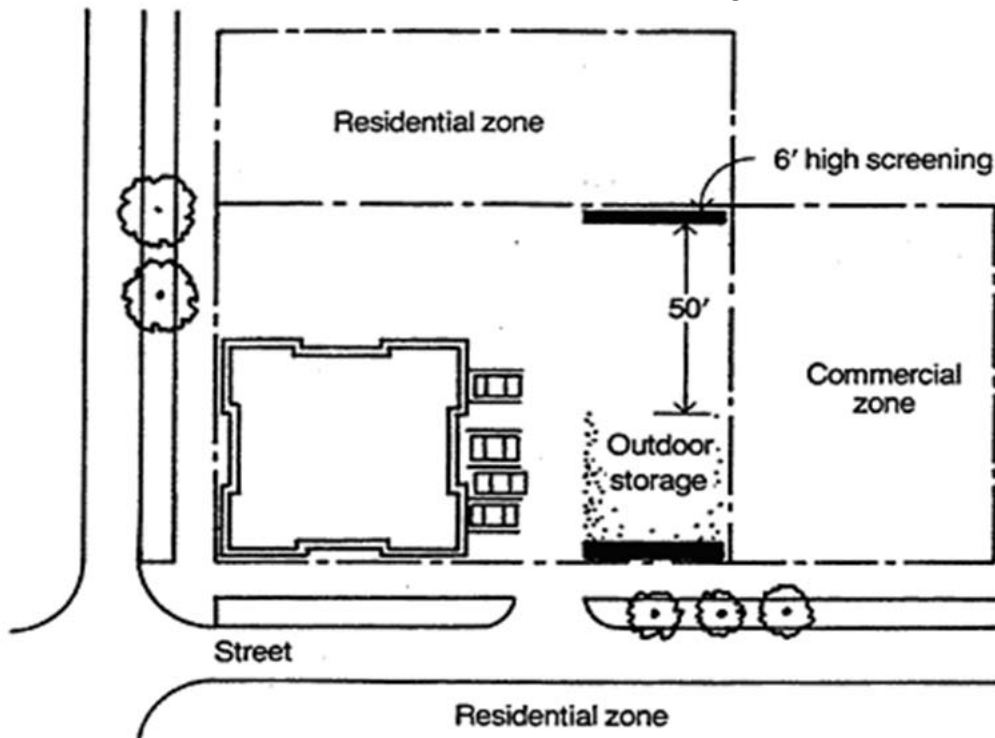
Screening of parking within or under a structure



[Exhibit B - Screening of parking within or under a structure](#)



[Exhibit C - Screening of open storage areas in C zones](#)



**Exhibit D - Screening of open storage areas in C zones**

4. When one of the specific uses listed in this subsection is proposed for expansion, the applicable requirements for that use shall be met. The City Planner may reduce or waive the requirements where they are physically infeasible due to the location of existing structures or required parking.

E. Breaks in required screening are permitted to provide pedestrian and vehicular access. Breaks in required screening for vehicular access shall not exceed the width of permitted curb cuts.

- ~~• Small lots (1-25)~~
- ~~• Medium lots (26-100)~~
- ~~• Large scale (101 or more)~~
- **Interior site enhancement**
  - Purpose
  - Applicability
  - Exemptions
    - Lots developed with only
- ~~○ **Trees in New Residential Developments**~~
  - ~~▪ Purpose~~
  - ~~▪ Applicability~~
  - ~~▪ Requirements~~
- **Street Trees/Street Buffers**
  - Street trees are required when any development is proposed except as indicated in the subsection below.
  - Requirements. Street trees are required if any type of development is proposed, except as provided in subsection 23.45.524.B.2 and B.3 below and Section 23.53.015. Existing street trees shall be retained unless the Director of the Seattle Department of Transportation approves their removal. The Director, in consultation with the Director of the Seattle Department of Transportation, shall



determine the number, type, and placement of additional street trees to be provided in order to:

- improve public safety;
- promote compatibility with existing street trees;
- match trees to the available space in the planting strip;
- maintain and expand the urban forest canopy;
- encourage healthy growth through appropriate spacing;
- protect utilities; and
- allow access to the street, buildings and lot.

- Exemptions. The following are exempt from the street tree requirements in this section:
  - Lots that border an unopened right-of-way may request an exemption from the requirement to plant street trees;
  - Construction/modification of one single-family or one two-family dwelling unit on a lot;
  - Changing a use or establishing a temporary/intermittent use;
  - Additions to an existing structure of 1,000 square feet or less; or
  - Expansion of surface area parking by less than 10 percent in area and less than 10 percent in number of parking spaces.

○ **Screening and Buffering**

- Purpose
  - Minimize or eliminate adverse impacts between adjoining uses. The buffer is intended to protect the lower intensity use from the higher intensity use and provide an aesthetically attractive barrier between the uses. For purposes of this section, adjoining means lots/parcels that share a common property line. It does not include lots/parcels separated by a public right-of-way.
- Exemptions
  - Development of a less intensive use;
  - Between uses located on the same lot/parcel
  - Between uses on adjoining lots/parcel, if under the same ownership
- Standards. Buffers shall be provided according to the following standards, which are based on the character of the adjoining land uses:
  - Residential
  - Residential and non-residential
  - Heavy commercial and industrial
  - General commercial
  - Other non-residential
  - No existing use. For the purposes of buffering, where no use exists on adjoining land and none is proposed by a valid permit application, the use of the adjoining land will be assumed to be the most intensive use allowed by the existing zoning.
  - Location. Where a use is required to provide buffering for adjoining uses, the buffering must be along all side and rear lot lines where the use abuts the other use. No buffers are required along front property lines unless buffering is included in screening requirements for outdoor storage or other conditions described in this chapter.
  - Composition

- **Types.** Where buffering is required, the following buffer types define the minimum width and plants required per 100 linear feet of buffer:

Buffer Type	Buffer Width	Canopy Trees	Understory Trees	Shrubs
A	12 feet	2	1	10
B	16 feet	2.5	2	20
C	20 feet	3	3	30

- **Plants.** The prescribed buffer plants may be existing natural vegetation, existing vegetation supplemented with additional plantings, or entirely new plantings. The suitability of existing vegetation to provide adequate buffering will be evaluated based on the minimum plants required. For effective buffering year-round, at least 50 percent of buffer trees shall be evergreen species. The selection and installation of buffer plants and buffer maintenance shall be according to the provisions in this chapter.

- **Supplemental structures.**
  - If an opaque fence or wall is required to supplement the plants within a buffer, it must be a minimum of six feet in height. Where an existing fence or wall on abutting property meets these requirements, no additional structure is required within the buffer. The existing fence or wall must be in good condition.
  - For new fences or walls, all support posts must be on the side of the developing property so that the more finished appearance faces the abutting property.
  - Existing natural vegetation, or existing vegetation supplemented with additional plantings, may be approved by the City Planner for use instead of the fence or wall.

- Refuse Containers and areas. Trash and garbage areas, including dumpsters, must be screened on a minimum of three sides.
- Service and Off-street loading areas. Screening with a continuous row of evergreen trees must be provided such that the service and off-street loading areas may not be viewed from adjacent streets.
- Mechanical and Electrical equipment. All ground level equipment must be screened with landscaping or a combination of decorative fencing and landscaping that screens the equipment from view from adjacent streets.

- **Treatment of Blank Facades**

(Add language requiring at least 50 percent of the façade of the building facing the street that is wider than 35 feet must be “broken up” with landscaped areas that include trees, shrubs, flowers, and boulders)

- **INSPECTION**

- A landscape plan showing the actual landscaping installed on the site must be submitted to the Planning department for final approval and inspection. The inspection

will determine whether it complies with all applicable landscaping requirements for the permit.

- **MAINTENANCE AND REPLACEMENT**

- It is the duty of the owner of the lot/parcel to maintain all required landscaping. If any required landscaping dies, becomes damaged, or destroyed, it must be replanted in a similar manner within the same growing season it occurs or mid-July of the following year, whichever is earliest.
- Grassy areas shall be maintained according to standard practices, which include regular mowing, weeding, fertilizing, and watering.
- All required buffering must be maintained by the landowner proposing the more intensive use.

- **HARDSHIP WAIVER/VARIANCE** (Use existing language in Title 16)

- **VIOLATIONS/PENALTIES**

All applicable tree protection and preservation standards of this chapter must be documented on City-approved development permits/plans. Failure to comply with such standards will subject the development to stop work orders, code enforcement citations, and/or financial penalties.

- Tree removal. The penalty for the unauthorized removal of a protected tree, including its effective removal by irreparable injury causing an unnatural decline, will be the cost necessary to replace the total tree trunk diameter (DBH) inches removed with the same total caliper inches of standard replacement trees. Where the actual DBH of the removed tree cannot be directly measured, city officials may estimate the size from any tree remains, photographs, or other reliable evidence.
- Tree damage. If a protected tree has sustained irreparable damage to its normal growth character by topping, “hat racking,” or other pruning exceeding 30% of the total canopy, the fine may be based on the total caliper inches of limbs removed, up to the trunk diameter (DBH) and full tree replacement may be required.
- Protection barriers. The penalty for the failure to install or maintain one or more tree protection barriers required by city development/permit approval will be the cost of one standard replacement tree. Subsequent citations on the same site for failure to install or maintain the required barriers will be the cost of a standard replacement tree for each uninstalled or unmaintained barrier.

- **DISCLAIMER.** Nothing in this chapter may be understood to impose any liability for damages or a duty of care or maintenance upon the city or any of its employees, nor to relieve the owner of any private property from the duty to keep any tree, shrub, or other plant on their property under their control in such a condition as to prevent it from constituting a hazard or an impediment to travel or vision along any street or public place.

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PERMIT #	APPLICANT	SUBDIVISION	SITE ADDRESS/APPLICATION RCVD	APPROVAL DATE	TYPE	PROJECT TYPE/NEW ADDITION SQ FTG ZONE	TAX ID
<b>PERMIT INFORMATION 2016</b>							
<b>ADMINISTRATIVE APPROVAL</b>							
AA16-01	BOWERS, BEN	WASILLA TOWNSTP	285 E PARKS HWY	01/12/16	PENDING	COMM<10,000 SQ FT	1066B03L002
AA16-02	COLLIER, JEREMY	LAKEVIEW PROF CONDGS	851 E WESTPOINT DR	01/12/16	01/13/16	TENANT SPACE	750 C
AA16-03	LITHA	SUN PLAZA	2561 S SUN MOUNTAIN AVE	01/15/16	01/18/16	TUF	C
AA16-04	WUITSCHICK, KATHRYN	IDITAPARCEL ADDN#1	431 W PARKS HWY	01/19/16	01/20/16	TENANT SPACE	2,000 C
AA16-05	MATICH, YOUNG	NELSON DOUB	591 E RAILROAD AVE	01/20/16	01/20/16	COMM<10,000 SQ FT	2,800 C
AA16-06	AT&T MOBILITY	OVERLOOK BUS PK RSB	2251 E PARKS HWY	02/05/16	02/09/16	COMM/UPGRADE	C
AA16-07	ADDICTIVE HAIR CREATIONS	PRIMROSE POINT PH1	260 W RIVERDANCE CIR	02/09/16	02/09/16	HOME OCCUPATION	809 RR
AA16-08	WATSON, ROBERT	WASILLA HEIGHTS	1201 W NICOLA AVE	02/16/16	02/17/16	TENANT SPACE	440 RR
AA16-09	HALLMARK LOCATING	WASILLA HEIGHTS	1201 W NICOLA AVE	02/16/16	02/17/16	TENANT SPACE	340 RR
AA16-10	BILLIES TREASURES	MILE 44 PKGS HWY CONDGS	1657 W PARKS HWY	02/17/16	02/22/16	TENANT SPACE	5,400 C
AA16-11	BRINSON, HEATHER	PROSPECTOR HILLS	1450 N GRUBSTAKE DR	02/24/16	02/29/16	COMM<10,000 SQ FT	2,376 RR
AA16-12	MAT-SU BOROUGH	NEW IDITAROD SCH SITE	455 E CARPENTER CIR	02/29/16	02/19/16	SIGN	66 RR/RR
AA16-13	CHAYKA, VLADIMIR	SERENITY EST AD#1	1501 W PATRICIA AVE	03/08/16	03/31/16	SFD	1,856 RR
AA16-14	KEMP, TIFFANY	GVC	940 E SNOW HILL AVE	03/09/16	03/09/16	ADD TO SFD	1,536 RR
AA16-15	GELTING, BRIAN	THOMAS VIEW	1675 S LINDA CIR	03/09/16	03/18/16	SFD	1,620 RR
AA16-16	BETSILL, ALEX	ADVENTURE EST	1636 N FANCIFUL AVE	03/09/16	03/18/16	FARM ANIMAL	RR
AA16-17	BUZZBEE STUDIOS	THOMAS ADDR#2 PH1	201 E SWANSON AVE	03/10/13	03/13/16	TENANT SPACE	440 C
AA16-18	SMITH, TYLER	WASILLA HTS #1	1401 W PARKS HWY	03/11/16	03/13/16	FOOD TRUCK	240 C
AA16-19	SCAVETTE, SETH	FOLLETT INDUSTRIAL TR	101 E SWANSON AVE	03/11/16	03/18/16	AUTOMOTIVE SHOP	2,218 C
AA16-20	HOFFMAN, STACEY	WASILLA HTS RSB	1201 W NICOLA AVE	03/15/16	03/16/16	COMM<10,000 SQ FT	320 RR
AA16-21	ZASTROW, DUSTIN	CENTURY PK 2	1190 S CENTURY DR	03/18/16	03/21/16	SFD	1,900 R-1
AA16-22	ROBERT YUNDT HOMES	PRIMROSE POINTER PH	195 W CELTIC CIR	03/23/16	04/11/16	SFD	2,301 RR
AA16-23	ALLEY, JEREMY	SNIDER #3	201 W HERNING AVE	03/30/16	03/31/16	TENANT SPACE	325 C
AA16-24	ARC LAND DEV LLC	GVC II	1250 N LUCILLE ST	04/01/16	04/13/16	MULTI-FAMILY	40,968 RM
AA16-25	AK YOUTH & FAN NETWORK	GVC II DIV1	1051 E BOGARD RD	04/11/16	05/02/16	TENANT SPACE	2,800 C
AA16-26	THE PERFECT START LLC	PARKS MANOR	700 N WASILLA-FISHHOOK RD	04/11/16	04/27/16	COFFEE STAND	120 C
AA16-27	MOCHA MOOSE	IDITAPARCEL ADDN#1	469 W PARKS HWY	04/11/16	04/12/16	TENANT SPACE	516 C
AA16-28	LAROCGNE, JOE	WASILLA AC	601 N KIMBERLY ST	04/13/16	04/13/16	HOME OCCUPATION	470 RR
AA16-29	AK USA FED CREDIT UNION	CAROL	1850 W RUPEE CIR	04/13/16	04/18/16	SIGN	145 C
AA16-30	NARDINI, TIMOTHY	SILVERLEAF EST	1862 N ASHFORD BLVD	04/14/16	08/25/16	SUBDIVISION	5076000T00A4
AA16-31	MONICA'S CONFECTION CON	WASILLA AIRPARK IND	301 W PARKS HWY	04/18/16	04/18/16	TENANT SPACE	1,250 C
AA16-32	LIGHTED PATH THER SVC	CAREFREE AP	1261 S SEWARD MERIDIAN PKY	04/18/16	04/18/16	TENANT SPACE	150 C
AA16-33	HARVEY, JAMES	CREEKSIDE EST	800 E CREEKSIDE DR	04/19/16	04/20/16	FARM ANIMAL	RR
AA16-34	JOHNSTON, JENNIFER	BAYVIEW GARDENS	1000 E TYEE	04/20/16	05/20/16	ADD TO SFD	3,200 RR
AA16-35	LITHIA CHRYSLER	CARTER	1350 S SEWARD MERIDIAN PKY	04/15/16	04/26/16	TUF	17N01W13A006
AA16-36	HUTCHINS, GREG	BLUE GLACIER	1340, 1341 W SHALYNN CIR	04/25/16	04/26/16	TENANT SPACE	2,700 C
AA16-37	BLUE GLACIER LLC	SNIDER #4	711 W PARKS HWY	04/26/16	05/16/16	TUF	RR
AA16-38	EATON, SARAH	SOUTHVIEW EXIT	3000 SOUTHVIEW DR	04/27/16	04/27/16	TENANT SPACE	1,300 C
AA16-39	PAVLUS, IGOR	SNIDER #4	731 W PARKS HWY	04/28/16	04/28/16	SFD	1,130 R-1
AA16-40	NANEZ, LUCIA	HOMIE DEPOT	1301 E PALMER WASILLA HWY	04/29/16	05/27/16	EVENT	C
AA16-41	TROY DAVIS HOMES LLC	PRIMROSE PT #2	165 W CELTIC CIR	05/02/16	05/02/16	COMM<10,000 SQ FT	8,400 C
AA16-42	ROYALTY HOMES	WASILLA AC	1961 W VALUNDA AVE	05/02/16	05/02/16	DUPLEX	4,000 RR
AA16-43	SKRIPNIK, ROMAN	NORTHERN CAPITOL EST	2360 W SUCCESS DR	05/10/16	05/11/16	SFD	2,539 RR
AA16-44	BOCHKORSKY, MARINA	WASILLA HTS #1 RSB	1800 S KNIK-GOOSE BAY RD	05/12/16	05/12/16	DUPLEX	4,000 RR
AA16-45	SENA, CHRISTINA	OLYMPIG	560 S KNIK-GOOSE BAY RD	05/17/16	05/17/16	TUF	7321B03L015A&1
AA16-46	RICHARDSON, SPENCER	KENNEDY ADD	1745 W PIPESTONE DR	05/17/16	05/17/16	TENANT SPACE	C
AA16-47	SPAIN, KERRIE	TALLERCO	1700 W PARKS HWY	05/17/16	05/17/16	COMM<10,000 SQ FT	3,600 C
AA16-48	TEEN-CHALLENGE	TALLERCO	1690 S FERN ST	05/17/16	05/17/16	SIGN	7,814 C
AA16-49	MCGUIRE, SEAN & ANDREA	FERN PLAZA	1901 S TUSCARORA DR	05/18/16	05/20/16	SIGN	171 C
AA16-50	MCGUIRE, SEAN & ANDREA	FERN PLAZA	1651 W NICOLA AVE	05/18/16	05/20/16	ADD TO SFD	384 R-1
AA16-51	SPENARD BUILDER SUPPLY	WASILLA HTS #1	1700 W PARKS HWY	05/17/16	05/17/16	SHEC	240 R-1
AA16-52	PERKUP ESPRESSO	FERN PLAZA	1690 S FERN ST	05/19/16	05/20/16	OUTDOOR EVENT	420 C
AA16-53	SATROM, CHARLEN	TALLERCO RSB	1901 S TUSCARORA DR	05/20/16	05/24/16	COFFEE STAND	6910000L001
AA16-54	WASILLA BIBLE CHURCH	WASILLA BIBLE CHURCH	357 E PARKS HWY	05/23/16	05/24/16	COMM<10,000 SQ FT	140 R-1
AA16-55	ROBERT YUNDT HOMES	WASILLA TOWNSTP	357 E PARKS HWY	05/25/16	05/26/16	HOME OCCUPATION	4227B05L004
AA16-56	ALASKA BUILT REAL EST LLC	WASILLA TOWNSTP	357 E PARKS HWY	05/25/16	05/26/16	TENANT SPACE	RR
AA16-57	MSB	IDITAROD ELEM	701 E BOGARD RD	05/26/16	06/01/16	TENANT SPACE	575-9000T00A
AA16-58	K&H CIVIL CONTRACTORS	RADON DELV	1614 S CLAPP S	05/31/16	06/01/16	TENANT SPACE	875 C
AA16-59	AK PREMIER DENTAL	WASILLA WOODS	935 WESTPOINT DR	06/02/16	06/07/16	SUBDIVISION	2076000T00A-1
AA16-60	WILLIAMS, PIA	FERN PLAZA	1201 N LUCILLE ST	06/02/16	06/07/16	SIGN	C
AA16-61	COMMERCIAL ELECTRIC INC	SERENITY EST	1689 S KNIK GOOSE BAY	06/08/16	06/08/16	TENANT SPACE	32 I
AA16-62	OGOLENKA, LEONITIA	BIRCH PARK	436 N MAIN S	06/08/16	06/09/16	TENANT SPACE	C
AA16-63	PAYNE, TYAN	BIRCH PARK	436 N MAIN S	06/08/16	06/09/16	SFD	1,440 C
AA16-64	PAYNE, TYAN	BIRCH PARK	436 N MAIN S	06/08/16	06/09/16	SIGN	2,450 RR
AA16-65						EXTERIOR REN	C

PERMIT #	APPLICANT	SUBDIVISION	SITE ADDRESS/APPLICATION DATE	APPROVAL DATE	TYPE	PROJECT TYPE/NEW ADDITION SQ FT/ ZONE	TAX ID
AA16-65	DAVIS, RON	LAKEVIEW PROF CONDGS	851 E WESTPOINT DR	06/09/16/06/10/16	TENANT SPACE	OFFICE	9010000U101
AA16-66	BOZER, JOLYNN	WASILLA CENTER CONDGS	617 S KNICK-GOOSE BAY RD	06/09/16/06/09/16	TENANT SPACE	RETAIL SHOP	9108000U005
AA16-67	HARVEY, JAMES	CREEKSIDE EST #2	800 E CREEKSIDE DR	06/13/16/06/14/16	FARM ANIMAL	GOAT	1092B02L012
AA16-68	WANG, JOSEPH	WASILLA TOWNSITE	111 E HERMING AVE	06/15/16/06/17/16	FENCE	FENCE	1066B05L010
AA16-69	UNLEASHED HP	THEO ACRES	900 S HERMON RD	06/16/16/06/17/16	COMM <10,000 SQ FT	ENGINE/MACHINE SHOP	7297000L002
AA16-70	CITY OF WASILLA	WASILLA MIDDLE SCH	500 N CRUSEY ST	06/17/16/06/17/16	SIGN	SIGN	7143000T00B-1B
AA16-71	MAT-SU LEGAL SVC	WASILLA TOWNSITE	165 E PARKS HWY	06/17/16/06/17/16	TENANT SPACE	LEGAL SERVICES	7041B04L003A
AA16-72	ZASTROW, DUSTIN	CENTURY PK	1160 S CENTURY DR	06/20/16/06/21/16	SFD	SFD	1267B03L002
AA16-73	SHAFORDA, VADIM	INDIAN HILL	1245 N HOKA HAY	06/21/16/06/21/16	DUPLEX	DUPLEX	2602B01L013
AA16-74	OC DETAILING	WASILLA WOODS	1201 N LUCILLE ST	06/22/16/06/22/16	TENANT SPACE	AUTO DETAILING	1353000L008D
AA16-75	ASHBURN, HALEY	WASILLA CENTER CONDGS	617 S KNICK-GOOSE BAY RD	06/23/16/06/23/16	TENANT SPACE	KNICK PIZZA	9108000U005
AA16-76	WASILLA AREA SENIORS	COTTONWOOD CRK FL	1301 S CENTURY CIR	06/24/16/06/24/16	TUF	FLEA MARKET OUTDOOR EVENT	17N01W15B024
AA16-77	KASTLES KREATIONS	WASILLA EST	1721 E PARKS HWY	06/24/16/07/21/16	TUF	KASTLES KREATIONS	6799000T002
AA16-78	PETROS, JOEL & MEGAN	WASILLA WOODS	700 N SOMERET CIR	06/27/16/06/30/16	DUPLEX	FARM ANIMALS	1104B06L020
AA16-79	TORMOZOV, MARK	OLYMPIC	1553 N RAVENS BEST CIR	06/28/16/06/28/16	DUPLEX	DUPLEX	6824B02L012D
AA16-80	GARDNER, PAUL	WASILLA WOODS	270 SLAMONT CIR	06/28/16/06/29/16	SUBDIVISION	SUBDIVISION	5888000L003C
AA16-81	ANCIENT & MODERN PAIN	WASILLA CENTER CONDGS	613 S KNICK-GOOSE BAY RD	06/30/16/06/30/16	TENANT SPACE	MEDICAL OFFICE	9108000U005
AA16-82	PRECISION HOMES	WASILLA EST	645 W HOLIDAY DR	07/07/16/07/07/16	DUPLEX	DUPLEX	1104B08L017
AA16-83	WASI	WASILLA EST	1301 S CENTURY CIR	07/07/16/07/07/16	TUF	5K RACE	17N01W15B024
AA16-84	LIFETIME INV LLC	AZALEA WOODS	1740 N NINA CIR	07/08/16/07/08/16	4 PLEX	4 PLEX	7508000L002
AA16-85	LIFETIME INV LLC	AZALEA WOODS	1770 N NINA CIR	07/08/16/07/08/16	4 PLEX	4 PLEX	7508000L003
AA16-86	ZMERZLIUC, VEACESLAV	SERENITY EST ADD1	1601 W PATRICIA AVE	07/11/16/07/11/16	SFD	SFD	7443000L003
AA16-87	ZMERZLIUC, VEACESLAV	SERENITY EST ADD1	1501 N SUNNY HILL	07/12/16/07/19/16	SUBDIVISION	SUBDIVISION	3285B02L014D
AA16-88	AH	AK IND HARDWARE	751 W COMMERCIAL DR	07/13/16/07/13/16	TUF	BBQ	6940000L001
AA16-89	ELISHA CUSTOM HOMES INC	SERENITY EST ADD1	515 N BECCA CIR	07/13/16/07/14/16	SFD	SFD	7443000L011
AA16-90	ELISHA CUSTOM HOMES INC	SERENITY EST ADD1	1500 W PATRICIA AVE	07/13/16/07/14/16	SFD	SFD	7443000L012
AA16-91	BURNINGHAM, JUDD & MELISSA	GOOSE BAY RIDGE EST	2755 W BAYRIDGE CIR	07/18/16/07/22/16	SFD	SFD	5403000L008
AA16-92	KRAMER, BILL	OLSON 1999 ADDN RSB	1731 E PALER-WASILLA HWY	07/15/16/07/19/16	SIGN	SIGN	6922000T00A5-1
AA16-93	HOLMES, MARC & ANGELEEN	SOUTHVIEW EXT	3160 E DANNYS AVE	07/20/16/07/20/16	GARAGE	DETACHED GARAGE	2377B03L004
AA16-94	MUGSHOT SALON	WASILLA EST	251 W PARKS HWY	07/25/16/PENDING	TUF	TUF	17N01W09A006
AA16-95	HARVEY, JAMES	CREEKSIDE EST #2	800 E CREEKSIDE DR	07/27/16/07/27/16	POLE BARN	POLE BARN FOR GOATS	1092B02L012
AA16-96	VALLEY CHIROPRACTIC	BIRCH PARK WASILLA	400 N MAIN S	08/03/16/08/03/16	EXTERIOR REN	EXTERIOR RENOVATIONS	1004B01L001
AA16-97	GENACTA IN HOME CARE	BIRCH PARK WASILLA	591 N KNIX S	08/03/16/08/04/16	TENANT SPACE	GENACTA INHOME CARE	5878B02L006A
AA16-98	THOMPSON, MICHELLE	SILVERLEAF EST PH IV	2231 W RIDGEWOOD DR	08/04/16/08/10/16	SUBDIVISION	SUBDIVISION	5990B02L010A
AA16-99	POLANCO, CYNTHIA	SNIDER #4 RSB	707 W PARKS HWY	08/04/16/08/08/16	TENANT SPACE	ART CONSIGNMENT	2705000L014A-1
AA16-100	ZAPIEN, TYREE	SNIDER #4 RSB	707 W PARKS HWY	08/04/16/08/08/16	TENANT SPACE	ARCADE	2705000L014A-1
AA16-101	MIDNIGHT SUN CONST	SNIDER RSB	721 W SELINA LN	08/05/16/08/08/16	SFD	SFD	4733B01L021B
AA16-102	MIDNIGHT SUN CONST	SNIDER RSB	1001 W SELINA LN	08/05/16/08/08/16	SFD	SFD	4866B01L009A
AA16-103	LIFETIME INV LLC	AZALEA WOODS	1705 N NINA CIR	08/10/16/08/10/16	4-PLEX	4-PLEX	7508000L004
AA16-104	WELLSPRING HOME HEALTH	YENLO SQ ONE CONDGS	404 N YENLO	08/15/16/08/25/16	TENANT SPACE	WELLSPRING HOME HEALTH CARE	9101000U001
AA16-105	PAVLUS, SLAVIK	MORTGAGE PARK	2791 E JUDE DR	08/17/16/08/22/16	TENANT SPACE	IP AUTO REPAIR	3108B01L006
AA16-106	KINGS CATHEDRAL & CHAPEL	WASILLA WOODS	1701 N LUCILLE WITHDRAWN	08/17/16/08/22/16	COMM<10,000 SQ FT	PORTABLE BLDG	1067B02L008
AA16-107	DELUX INTERIORS LLC	OVERLOOK BUS PK	1061 S ENTERPRISE ST	08/18/16/08/22/16	TENANT SPACE	COMM<10,000 SQ FT	1116B03L022
AA16-108	HIGH MARK HOMES	WASILLA WOODS RSB	1501 N SUNNY HILL CIR	08/18/16/08/22/16	DUPLEX	DUPLEX	3285B02L014
AA16-109	LW SURVEY RUSSIA	CENTURY PK	1075 S CHECK ST	08/17/16/08/22/16	TENANT SPACE	SURVEYING CO	1261B02L005
AA16-110	ELISHA CUSTOM HOMES INC	SERENITY EST ADD1	510 N BECCA CIR	08/24/16/08/24/16	SFD	SFD	7443000L006
AA16-111	SUMMERS, AARON	PLEASANT VIEW EST	1470 N WASILLA-FISHHOOK RD	08/26/16/08/26/16	DUPLEX	DUPLEX	2542000L003
AA16-112	SENA, CHRISTINA	WASILLA HEIGHTS	1470 N WASILLA-FISHHOOK RD	08/26/16/08/26/16	DUPLEX	DUPLEX	7321B03L015A, 15B
AA16-113	DENALI TEK INC	LAKEVIEW PROF CONDGS	851 E WESTPOINT DR	08/29/16/08/31/16	TUF	FOOD TRUCK RALLY	9010000U803
AA16-114	VISION THERAPY	CAREFREE AC	1261 S SEWARD MERIDIAN PKY	08/29/16/08/30/16	TENANT SPACE	OFFICE	4061B01L001A-1
AA16-115	HANNAMAN, KEN	INDIAN HILLS	1245 W WAMPAN CIR	08/31/16/09/01/16	TENANT SPACE	EYE THERAPY	2602B02L004
AA16-116	MAKE A SCENE	LAKEVIEW PROF CONDGS	851 E WESTPOINT DR	08/31/16/09/13/16	TENANT SPACE	AWNING	9010000U12-1
AA16-117	ER AUTOMOTIVE	SNIDER #4	601 W PARKS HWY	08/31/16/09/01/16	TENANT SPACE	OFFICE	2072000L0013B
AA16-118	UEECK LORRAINE	GVC II DIV IV	1120 E SNOW HILL AVE	08/31/16/09/01/16	SEBACK SIDE YD	ER AUTOMOTIVE	2323B03L011
AA16-119	CHURCH, WILLIAM & JOEIL	INDIAN HILL	2451 W MISSION HILLS AVE	09/06/16/09/19/16	SUBDIVISION	SUBDIVISION	17N01W06D008
AA16-120	SHAFORDA, VADIM	INDIAN HILL	1245 N HOKA HAY	09/09/16/09/13/16	SUBDIVISION	SUBDIVISION	1637B01L003
AA16-121	MARTIN, JULIE	IDITAPARCEL ADDN1	449-445 W PARKS HWY	09/12/16/09/13/16	TENANT SPACE	SOUTHSHORE GARDEN SUPPLY	5797000L002A
AA16-122	LITHIA CHRYSLER OF WASILLA	WASILLA TWNST	1350 S SEWARD MERIDIAN PKY	09/13/16/09/13/16	TUF	LITHIA SALE EVENT	17N01W13A006
AA16-123	SJ RICE	WASILLA TWNST	391 E PARKS HWY	09/15/16/10/26/16	SIGN	SIGN	1066B02L001
AA16-124	OKAMOTO, YOSHIHIRO	DISCOVERY HILL PH II	1212 W MYSTERY AVE	09/16/16/09/23/16	TENANT SPACE	OKAMOTOS KARATE	7406000L004A
AA16-125	NIGHTMARES UNLIMITED	COTTONWOOD CRK FL	1841 E PARKS HWY	09/16/16/09/19/16	TENANT SPACE	SPIRITED	67999000T007
AA16-126	PEDALINA, TABITHA	WASILLA TWNST	390 N MAIN S	09/22/16/09/26/16	TENANT SPACE	K-9 CUTS	2638B07L004A
AA16-127	PEDALINA, TABITHA	WASILLA TWNST	390 N MAIN S	09/27/16/10/04/16	TENANT SPACE	EXTERIOR RENOVATIONS	2638B07L004A
AA16-128	PEDALINA, TABITHA	WASILLA TWNST	390 N MAIN S	09/27/16/10/04/16	SIGN	SIGN	2638B07L004A
AA16-129	VALLEY CHRISTIAN CONF	WASILLA TWNST	281 N MAIN S	09/28/16/09/28/16	TENANT SPACE	VALLEY CHRISTIAN CONF	1066B01L010
AA16-130	MOMA, DON & KIM	ROGERS PARK	1201 S ROGERS CIR	09/28/16/10/03/16	COMM<10,000 SQ FT	COFFEE SHOP	6626000L001
AA16-131	SMITH, MICHAEL	DAVID SMITH		09/29/16/10/04/16	SUBDIVISION	SUBDIVISION	17N01W15B020

PERMIT #	APPLICANT	SUBDIVISION	SITE ADDRESS/APPLICATION DATE	APPROVAL DATE	TYPE	PROJECT TYPE/NEW ADDITION SQ FTG ZONE	TAX ID
AA16-132	BAUMAN, JAMES	WASILLA ADD W/LLA	167 E PARK AVE	10/04/16	TENANT SPACE	LAW OFFICE	1032B06L004
AA16-133	URBAN, MARY	EAST WASILLA	388 N YENLO ST	10/04/16	TENANT SPACE	URBAN ROOTS HAIR SALOON	1015B2EL004
AA16-134	KENDALL FORD OF WASILLA	SUN PLAZA	2701 E SUN MTN AVE	10/06/16	ACCESSORY BLDG	ACCESSORY TRAILER	4802000L002
AA16-135	DOMINOS MAC PIZZA LLC	OLSON 1989 ADDN	1731 E PALER-WASILLA HWY	10/07/16	TENANT SPACE	DOMINOS PIZZA	6922000100A5-1
AA16-136	BUDDE, LEE & JENNIFER	NEW WASILLA AIRPORT	3650 W AVIATION AVE	10/11/16	HANGER	HANGER	5,000
AA16-137	EXCEL PHYSICAL THERAPY	WASILLA CENTER CONDO\$	611 S KGB RD	10/11/16	TENANT SPACE	EXCEL PHYSICAL THERAPY	9108000L003
AA16-138	FOREMOST CONSTRUCTION	SERENITY EST ADD 1	450 N BECCA CIR	10/13/16	SFD	SFD	2,500
AA16-139	JOHNSTON, DAVID	SHORT ACRES #2	565 W SELINA LN	10/19/16	SFD	SFD	1,700
AA16-140	LIFE CHANGERS OUTREACH	OLSON ADD 2008	1350 S SEWARD MERIDIAN PH	10/19/16	TUF	SALES	17N01W13A006
AA16-141	TROY DAVIS HOMES INC	HOME DEPOT	1501 E PARKS HWY	10/20/16	SIGN	SIGN	6905000T00A-1B
AA16-142	JOHNSTON, DAVID	SHORT ACRES #2	1301 E PALMER WASILLA HWY	10/20/16	SUBDIVISION	SUBDIVISION	5769000L002
AA16-143	LIFETIME INV LLC	AZALEA WOODS	540 W HUELLEN DR	10/20/16	4-PLEX	4-PLEX	4758000L003
AA16-144	94.1 KEGR RADIO	MOUNTAIN VLG PLZ	1733 N NINA CIR	10/20/16	TUF	RADIO STATION	3224B03L001B
AA16-145	AK CELLULAR & SAT LLC	COTTONWOOD PARK	991 S HERMON RD	10/20/16	TENANT SPACE	DIRECT TV	3099B01L001
AA16-146	DR CRAIG LOWRIE	CAREFREE AC	1590 E FINANCIAL DR	10/25/16	PENDING		
AA16-147	PAGE, WILLIAM	MOUNTAIN VLG PLZ	1401 S SEWARD MERIDIAN	10/25/16	TENANT SPACE	DENTAL OFFICE	1,636
AA16-148	RICHARDSON, SCOTT	SOUTHVIEW EXT	991 S HERMON RD	10/26/16	TENANT SPACE	LAST FRONTIER GEAR	3224B03L001B
AA16-149	BUSTER, KIMORA	WASILLA TWIN\$ R38	3190 E SOUTHVIEW DR	10/28/16	HOME OCCUPATION	HOME OCCUPATION	R-1
AA16-150	KOHRING, DOLORES	KOHRING	300 N MAIN ST	10/31/16	TENANT SPACE	BUTTERFLY NATIVE THRIFTIQUE	2638B07L001A
AA16-151	MORRIS, SHARON & JAMES	SNIDER	161 E FLAG CIR	11/02/16	ADDITION		351
AA16-152	KAY, SUSAN	NELSON FRED R3B	741 W SELINA LN	11/02/16	SUBDIVISION	ART STUDIO & GALLERY	R-1/RR
AA16-153	HUBBARD ENT INC	PRIMROSE PH2	290 N YENLO ST	11/04/16	TENANT SPACE		1,085
AA16-154	HUBBARD ENT INC	PRIMROSE PH2	255 W CELTIC CIR	11/07/16	DUPLEX		3,008
AA16-155	MINNICK, JOHN	NEW WASILLA AIRPORT	245 W CELTIC CIR	11/07/16	DUPLEX		3,092
AA16-156	WEBER, JOAH	NELSON FRED	4120 W AVIATION AVE	11/07/16	HANGER	HOLIDAY BAZAAR	5912000L013
AA16-157	TD INVESTMENTS LLC	CREEKSIDE TWIN SQ	290 N YENLO ST	11/18/16	TUF		2,060
AA16-158	CAFFE DOLCE 907	OLSON 1998	1901 E PARKS HWY	11/21/16	COMM<10,000 SQ FT	MOBILE COFFEE STAND	8,720
AA16-159	GLACIER SIGN	OLSON 1998	1731 E PALER-WASILLA HWY	11/23/16	TUF	DOMINOS PIZZA	6641000T00B
UP16-01	SCAVETTE, SETH	FOLLETT INDUSTRIAL TR	101 E SWANSON AVE	03/11/16	MUL-TI-FAMILY	4-PLEX	2,098
UP16-02	K&H CIVIL CONTRACTORS	LAND TRUST 33	1614 S CLAPP ST	03/25/16	GRAVEL EXT	GRAVEL EXTRACTION	1
UP16-03	LAND TRUST 33	ASPEN BUSINESS PARK	331 E ASPEN AVE	04/19/16	CAMPGROUND	RV/PARK	5432000L003
UP16-04	KINGS CATHEDRAL & CHAPEL		3301 E PARKS HWY	08/16/16	CHURCH	CHURCH	17N01W12D014
<b>CONDITIONAL USE PERMITS</b>							
CU16-01	HATT, JEFF & LEANNE	OVERLOOK BUS PK	2000, 2040, 2060 E FOUNDRY WAY	06/22/16	COMM>10,000 SQ FT	COMMERCIAL BUILDINGS	44,475
CU16-02	MORRIS, CHARLES	ADVENTURE EST	124 W SPRUCE AVE	09/12/16	COMM>10,000 SQ FT	DAYCARE	2,800
<b>PLANNED UNIT DEVELOPMENT (PUD)</b>							
<b>REZONE</b>							
R16-01	SMITH, MICHAEL	DAVID SMITH	1515 S KNICK-GOOSE BAY RD	06/23/16	REZONE	RRC TO G	RRC
<b>LEGAL NON-CONFORMING USE</b>							
LNC16-01	LAKEVIEW PROF BLDG OWNER	LAKEVIEW PROF BLDG CONDO\$	851 E WESTPOINT	07/21/16	OFFICE BUILDING		90100000000
<b>SHORELINE SETBACK</b>							
<b>AMNESTY</b>							
<b>VARIANCE</b>							
<b>LANDSCAPE WAIVERS</b>							
LW16-01	HATT, JEFFREY & LEANNE	OVERLOOK BUS PK2000, 2040, 2060 E FOUNDRY WAY		04/28/16	LANDSCAPE WAIVER	CLEAR MORE THAN 70%	1116B03L004.5.6

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**MATANUSKA-SUSITNA BOROUGH  
PLANNING COMMISSION AGENDA**

Vern Halter, Mayor

**PLANNING COMMISSION**

Mary Anderson, District 1  
Thomas Healy, District 2  
John Klapperich, Chair, District 3  
Colleen Vague, 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  
Sara Jansen, Acting Planning Services  
Chief  
Alex Strawn, Development Services  
Manager  
Fred Wagner, Platting Officer  
Mary Brodigan, Planning Clerk

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

**December 5, 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
    1. September 19, 2016, regular meeting minutes
  - B. INTRODUCTION FOR PUBLIC HEARING: QUASI-JUDICIAL MATTERS
  - C. INTRODUCTION FOR PUBLIC HEARING: LEGISLATIVE MATTERS
    1. **Resolution 16-42**, recommending the Assembly adopt the update to the Borough Recreational Trails Plan. Public Hearing: December 19, 2016. (Staff: Emerson Krueger)
    2. **Resolution 16-43**, recommending the Assembly adopt amendments to MSB 17.60.020(A) Applicability and MSB 17.60.150 General Standards for Marijuana related facilities. Public Hearing: December 19, 2016. (Staff: Alex Strawn)

- V. COMMITTEE REPORTS
- VI. AGENCY/STAFF REPORTS
- 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.*

- A. A remand to the Planning Commission for further consideration of the Central Monofill Services (CMS) application for a Conditional Use Permit under MSB Code 17.60, for the operation of a monofill for the disposal of inert construction and demolition debris, including regulated asbestos-containing material (RACM) and non-regulated asbestos-containing material (non-RACM), and an outdoor storage yard for the sale of salvageable/recyclable materials, located at 2840 S. Glenn Highway (Tax ID: 17N02E18C010) AND 2560 S. Glenn Highway (Tax ID: 17N02E19B006); within Township 17 North, Range 2 East, Sections 18 and 19, Seward Meridian. Public Hearing: December 5, 2016. (*Applicant: Central Monofill Services (CMS), Staff: Mark Whisenhunt*)
- X. PUBLIC HEARING: LEGISLATIVE MATTERS
- XI. CORRESPONDENCE & INFORMATION
- XII. UNFINISHED BUSINESS
- XIII. NEW BUSINESS
- XIV. COMMISSION BUSINESS
  - A. Upcoming Planning Commission Agenda Items (*Staff: Alex Strawn*)
- 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.*

**Disabled persons needing reasonable accommodation in order to participate at a Planning Commission Meeting should contact the borough ADA Coordinator at 861-8432 at least one week in advance of the meeting.**