



MAYOR
Bert L. Cottle

CITY PLANNER
Tina Crawford

WASILLA PLANNING COMMISSION
Claudia Pinard, Seat A
Debra Barrett, Seat B
Jessica Dean, Seat C
Loren Means, Seat D
Brian Mayer, Seat E

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

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

REGULAR MEETING

6 P.M.

SEPTEMBER 27, 2016

I. CALL TO ORDER

II. ROLL CALL

III. PLEDGE OF ALLEGIANCE

III. 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 August 9, 2016 regular meeting

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

- A. Public Hearing
 - 1. Item: Conditional Use Permit #16-02 (Reso. #16-11)
Applicant/
Owner: Charles and Laurel Morris
Request: Approval to construct a day care facility providing care for more than 25 children.
Total Area: 0.99 acres +/-
Location: 124 W. Spruce Avenue
Lot 11, Block 1, Adventure Estates Subdivision
Zoning: Rural Residential. City Staff

- a. Applicant
 - b. Private person supporting or opposing the proposal
 - c. Applicant
2. Resolution Serial No. 16-12: Establishing a revised schedule of fees for Wasilla Land Development Code applications, identifying the review agencies, and repealing WPC Resolution No. 04-07.
- a. City Staff/Applicant
 - b. Private person supporting or opposing the proposal
 - c. Applicant
- B. Committee of the Whole
- 1. Discussion regarding possible revisions to Title 16 to establish a minimum square footage for single family residential homes.
 - 2. Discussion regarding possible revisions to the landscaping and land clearing requirements in Title 16.

IX. UNFINISHED BUSINESS

X. COMMUNICATIONS

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

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

XII. STAFF COMMENTS

XIII. COMMISSION COMMENTS

XIV. ADJOURNMENT

REGULAR MEETING

I. CALL TO ORDER

The regular meeting of the Wasilla Planning Commission was called to order at 6:06 PM on Tuesday, September 27, 2016, in Council Chambers of City Hall, Wasilla, Alaska by Jessica Dean, Chair.

II. ROLL CALL

Commissioners present and establishing a quorum were:

Claudia Pinard, Seat A
Jessica Dean, Seat C
Brian Mayer, Seat E
Debra Barrett, Seat B (arrived at 6:16pm)

Commissioners absent and unexcused were:

Loren Means, Seat D

Staff in attendance were:

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

III. PLEDGE OF ALLEGIANCE

A. Commissioner Mayer led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

GENERAL CONSENT: The agenda was approved as presented.

V. REPORTS

A. City Deputy Administrator

Ms. Carden provided comments on the new library opening, the Cottonwood Creek Park ribbon cutting ceremony, and also new major developments opening up after construction during the summer.

B. City Public Works Director

Mr. Giddings also provided a brief summary on the new library opening.

C. City Attorney

Ms. Need stated that the appeal for the Planning Commission hearing is pending at superior court and will have a hearing in October, regarding the Wasilla Lake variance.

D. City Planner
No report given.

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

VII. CONSENT AGENDA

A. Minutes of August 9, 2016, regular meeting

GENERAL CONSENT: Minutes were approved as presented.

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

A. Public Hearing

1. Item: Conditional Use Permit #16-02 (Reso. #16-11)

Applicant/

Owner: Charles and Laurel Morris

Request: Approval to construct a day care facility providing care for more than 25 children.

Total Area: 0.99 acres +/-

Location: 124 W. Spruce Avenue

Lot 11, Block 1, Adventure Estates Subdivision

Zoning: Rural Residential

a. City Staff

Ms. Crawford provided a summary of the request for a Conditional Use Permit to the Commission and provided an overview of the revised resolution and had copies handed out the Commission and applicant and recommendation and the proposed conditions of approval.

b. Applicant

Mr. Charles Morris provided a brief statement regarding his support of having a day care facility located on that particular lot.

Ms. Kira Thompson provided a brief statement regarding the use of the lot and facility.

Discussion moved to the Commission.

c. Private Person supporting or opposing the proposal

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

Ms. Aurora Philbrick stated that she is the property owner on the west side and would appreciate that a privacy fence be put up on that side and she is in support of the day care.

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

d. Applicant
No other comments.

MOTION: Commissioner Pinard moved to approve Conditional Use Permit #16-02 (Resolution Serial #16-11), as amended by the City Planner and provided to the Commission prior to the meeting.

Discussion moved to the Commission.

The Chair called for a five minute recess at 7:24 PM to allow City Staff to help the Commission to discuss wording for a motion.

The Chair called the meeting back to order at 7:30 PM

Commissioner Barrett withdrew her previous motion.
Chair Dean withdrew her second to the previous motion.

MOTION: Commissioner Barrett moved to amend the main motion to delete subpart a. of condition #1, and to amend subpart a. of condition #2 to delete 25' and insert 10', and amend subpart b. of condition #2 to delete the eastern edge of the vegetation buffer and western lot line, which is the fence.

Discussion ensued.

VOTE: The motion to amend the main motion, passed with Commissioner Barrett, Dean, Mayer in favor and Commissioner Pinard opposed.

VOTE: The motion to approved Conditional Use Permit #16-02 (Resolution Serial #16-11) as amended, passed with Commissioner Barrett, Dean, and Mayer in favor and Commissioner Pinard opposed.

2. **Resolution Serial No. 16-12:** Establishing a revised schedule of fees for Wasilla Land Development Code applications, identifying the review agencies, and repealing WPC Resolution No. 04-07.

a. City Staff

Ms. Crawford provided a summary of the reason to change the WMC establishing a revised schedule of fees for Wasilla Land Development Code applications, identifying the review agencies and repealing WPC Resolution No. 04-07.

Discussion moved to the Commission.

b. Private Person supporting or opposing the proposal
Chair Dean opened the public comment portion of the public hearing.

With no others stepping forward, Chair Dean closed the public hearing.

MOTION: Commissioner Mayer moved to approve Resolution Serial #16-12, as presented.

Discussion moved to the Commission.

VOTE: The motion to approved Resolution Serial #16-12 as presented, passed unanimously.

B. Committee of the Whole

MOTION: Commissioner Barrett moved to enter into the Committee of the Whole at 7:41 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. Discussion regarding possible revisions to the landscaping and land clearing requirements in Title 16.

MOTION: Commissioner Pinard moved to exit the Committee of the Whole at 8:04 PM.

X. UNFINISHED BUSINESS

No unfinished business.

XI. COMMUNICATIONS

No statements made regarding the following items.

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

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

No comments.

XIII. STAFF COMMENTS

No comments.


XIV. COMMISSION COMMENTS

Chair Dean stated that it was nice to see everyone at tonight's meeting.

XV. ADJOURNMENT

The regular meeting adjourned at 8:05 PM.

ATTEST:


TAHIRIH DESJARDIN, Planning Clerk

 11/23/16
JESSICA DEAN, Chair Date

Adopted by the Wasilla Planning Commission October 11, 2016.