



MAYOR
Bert L. Cottle

CITY PLANNER
Tina Crawford

WASILLA PLANNING COMMISSION
Vacant, Seat A
Debra Barrett, Seat B
Jessica Dean, Seat C
Vacant, 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
(Rescheduled from 2/7/17)

6 P.M.

FEBRUARY 9, 2017

- 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 December 13, 2016 regular meeting
- VIII. ELECTION OF OFFICERS
- IX. NEW BUSINESS (*five minutes per person*)
 - A. Public Hearing
 - 1. Item: Use Permit #17-02 (Reso. #17-02)
 - Petitioner: K&H Civil Constructors, LLC
 - Owner: Mountain Village LLC
 - Request: Revise conditions of approval for Use Permit #16-02 to allow additional operating days and times and allow use of rock crushing and

screening equipment on the existing gravel extraction site.

Total Area: Approximately 63.48 +/- acres
Location: 1614 S. Clapp Street
Lot A4, Township 17 North, Range 2 West, Section 13
Zoning: Industrial (I)
Future Land Use: Generally Industrial
a. City Staff
b. Applicant
c. Private person supporting or opposing the proposal
d. Applicant

2. **Resolution Serial No. 17-01:** 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.
 - a. City Staff
 - b. Private Person supporting or opposing the proposal

- B. Committee of the Whole
 1. Planning Commissioner training.
 2. Discussion regarding possible revisions to Title 16 sign regulations.
 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

REGULAR MEETING (Rescheduled from February 7, 2017)

I. CALL TO ORDER

The regular meeting of the Wasilla Planning Commission was called to order at 6:01 PM on Thursday, February 9, 2017, in Council Chambers of City Hall, Wasilla, Alaska by Jessica Dean, Chair.

II. ROLL CALL

Commissioners present and establishing a quorum were:

Eric Bushnell, Seat A
Jessica Dean, Seat C
Simon Brown, Seat D
Brian Mayer, Seat E

Commissioners absent and excused were:

Debra Barrett, Seat B

Staff in attendance were:

Archie Giddings, Public Works Director
Tina Crawford, City Planner
Lyn Carden, Deputy Administrator
Matt Mead, City Attorney
Tahirih DesJardin, Planning Clerk
Jamie Newman, City Clerk
Sarah Whiteley, Deputy Clerk

III. PLEDGE OF ALLEGIANCE

A. Commissioner Brown led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

GENERAL CONSENT: The agenda was approved as amended, to move item #2 (Resolution Serial No. 17-01) under NEW BUSINESS (A) PUBLIC HEARING, after (B) Committee of the Whole.

V. REPORTS

A. City Deputy Administrator

Ms. Carden provided an overview of businesses within the City during FY16. She stated that the City issued 2,291 business licenses last year; 1,849 were renewals and 442 are new businesses, which reflects a growth of 39 new businesses from the previous year.

B. City Public Works Director

Mr. Giddings stated that the City is in the middle of the budget process and they are in year two of the biannual budget for the Capital Improvement Program that is a five year projection.

C. City Attorney

Mr. Mead provided an update on the Kopperud appeal.

D. City Planner

Ms. Crawford stated that next month's agenda will contain a land clearing waiver/parking modification for phase two of the senior housing project on Lucille Street along with the sign and landscaping discussions under the Committee of the Whole portion of the agenda.

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

Mr. Dan Kennedy asked the Planning Commission consider developing a comprehensive economic development plan for the City of Wasilla airport.

VII. CONSENT AGENDA

A. Minutes of November 15, 2016, regular meeting

GENERAL CONSENT: Minutes were approved as presented.

[CLERK'S NOTE: The election of officers was overlooked and conducted after NEW BUSINESS (A)(1).]

VIII. ELECTION OF OFFICERS

Nominations were opened for Chairman.

Commissioner Mayer nominated Commissioner Dean.

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

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

Nominations were opened for Vice-Chairman.

Chair Dean nominated Commissioner Mayer for Vice-Chairman.

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

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

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

A. Public Hearing

1. Item: Use Permit #17-02 (Reso. #17-02)

Petitioner: K&H Civil Constructors, LLC

Owner: Mountain Village LLC

Request: Revise conditions of approval for Use Permit #16-02 to allow additional operating days and times and allow use of rock

crushing and screening equipment on the existing gravel extraction site.
Total Area: Approximately 63.48 +/- acres
Location: 1614 S. Clapp Street
Lot A4, Township 17 North, Range 2 West, Section 13
Zoning: Industrial (I)
Future Land Use: Generally Industrial

a. City Staff

Ms. Crawford explained the elevation of the use permit to the Commission and provided an overview of the staff report and recommendation. She also went over amendments to the proposed conditions of approval in Resolution Serial No. 17-02.

b. Applicant

Mr. Matt Ketchum provided an overview of the gravel extraction operation, the proposed changes to the approval the operation, and the revisions to the conditions for Use Permit #16-02.

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. Kennedy stated he is in support of the proposed changes to the previous approval Use Permit#16-02, including the days and hours of operation.

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

d. Applicant

Mr. Ketchum asked if the Commission had any other questions for him.

MOTION: Commissioner Mayer moved to approve Resolution Serial No. 17-02, as amended and presented to the Commission at the beginning of the public hearing.

Discussion moved to the Commission

MOTION: Commissioner Bushnell moved to amend the proposed conditions to read as follows (deleted language is ~~stricken~~ and new language is underlined):

2.

b. Amend Condition #5 as follows:

Gravel extraction may only occur between March and November and from December to ~~March~~ February (Tuesday through Thursday only).

c. Amend Condition #6 as follows:

Hours of operation are limited to Monday through Friday from 7 AM to 8 PM and Saturdays from 8 AM to 5 PM.

VOTE: The motion for the amendment passed unanimously.

VOTE: The motion to approved Resolution Serial No. 17-02 as amended, passed unanimously.

[CLERK'S NOTE: The election of officers was overlooked and done at this time.]

B. Committee of the Whole

MOTION: Commissioner Mayer moved to enter into the Committee of the Whole at 7:01 PM.

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

1. Planning Commissioner training.

Chair Dean asked for a ten minute recess at 7:50 pm before the next items were discussed.

Returned from recess at 7:58 pm.

2. Discussion regarding possible revisions to Title 16 sign regulations.

Commissioner Mayer excused himself from the meeting at 8:28 PM.

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

MOTION: Commissioner Bushnell moved to exit the Committee of the Whole at 8:45 PM.

2. **Resolution Serial No. 17-01:** 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.

- a. City Staff

Ms. Crawford provided brief summary regarding the Commission's authority to recommend enforcement priorities for violations regarding use of land and buildings within the City limits.

MOTION: Commissioner Brown moved to adopt Resolution Serial No. 17-01, as presented.

Discussion moved to the Commission.

- b. Private Person supporting or opposing the proposal

VOTE: The motion to adopt Resolution Serial No. 17-01, passed unanimously.

X. UNFINISHED BUSINESS

No unfinished business.

XI. COMMUNICATIONS

No statements made regarding the following items.

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

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

Mr. Stu Graham stated he is a resident and on the City Council and that he is speaking as a Council Member in regards to the AM16-32. He provided information regarding the Council's request to have the Commission review and recommend revisions to the City sign code.

XIII. STAFF COMMENTS

Ms. Crawford welcomed the new Commissioners and stated she looks forward to working with them.

XIV. COMMISSION COMMENTS

Commissioner Bushnell stated it's a pleasure to be here this evening.

Chair Dean welcomed the new Commissioners and stated that she appreciates your willingness to meet on Thursday for the next few months due to scheduling conflicts.

XV. ADJOURNMENT

The regular meeting adjourned at 9:00 PM.

 3/14/17
JESSICA DEAN, Chair Date

ATTEST:


TAHIRIH DESJARDIN, Planning Clerk

Adopted by the Wasilla Planning Commission March 14, 2017.

