



MAYOR
Bert L. Cottle

CITY PLANNER
Tina Crawford

WASILLA PLANNING COMMISSION
Eric Bushnell, Seat A
Darrell Breese, Seat B
Jessica Dean, Seat C
Simon Brown, Seat D
Brian Mayer, Seat E

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

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

REGULAR MEETING

6 P.M.

JULY 11, 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 June 13, 2017 regular meeting
 - B. Minutes of June 27, 2017 special meeting
- VIII. NEW BUSINESS (*five minutes per person*)
 - A. Public Hearing
 1. Item: **Land Clearing Waiver #17-05** (Reso. #17-18)
Request: Approval to allow approximately 80% of Tract A-1 to remain cleared of vegetation, which is 10% more than the 70% clearing allowed in WMC 16.33.050(A)(2) in order to expand the existing bank parking lot.

Applicant: Melissa Branch, P.E., Agent
Owner: First National Bank Alaska
Total Area: 2.50 acres ±
Location: 775 E. Parks Highway
Tract A-1, Lakewood Business Park Subdivision

Zoning: Commercial

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

B. Committee of the Whole

1. Discussion regarding possible regulations for food trucks in Wasilla Municipal Code Title 16.
2. Discussion regarding possible revisions to the regulations for farm animals in Wasilla Municipal Code Section 16.16.060(E).

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 6:01 PM on Tuesday, July 11, 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
Darrell Breese, Seat B
Jessica Dean, Seat C
Simon Brown, Seat D
Brian Mayer, Seat E

Staff in attendance were:

Lyn Carden, Deputy Administrator
Tina Crawford, City Planner
Matt Mead, City Attorney (via teleconference)
Jolene Cooper, Finance Clerk II

III. PLEDGE OF ALLEGIANCE

A. Commissioner Brown led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

GENERAL CONSENT: The agenda was approved as presented.

V. REPORTS

A. City Deputy Administrator

Ms. Carden stated that this is the first year the City has facilitated the parade, handed out some photos, and provided a brief report on the 4th of July festivities. Also, in the month of June there were 59 new or renewed business licenses providing services in City. The Mayor will allow more community input on proposed sales tax increase at the July 24, 2017 City Council meeting. There will be a Centennial event – paint a scarf – on Thursday night at the Museum and on August 5 there will be an all-day fitness fair at Menard Center.

B. City Public Works Director
No report given.

C. City Attorney

Mr. Mead provided follow-up on Starn Trust litigation. The time for the judge to respond for reconsideration has passed, so it has been effectively denied. They have 30 days to appeal decision to Supreme Court.

D. City Planner

Ms. Crawford discussed the Walking Audit and what the consultant's recommendation based on their walk of downtown area may be used for Capital Improvements in fall or to amend Code. She also stated that the City Council will conduct a public hearing regarding the landscape regulations and the site plan exemption for residential detached accessory structures at the July 24, 2017 meeting.

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

Mr. Stu Graham stated he is a resident of the City and on the City Council but not representing the Council at this time. He provided some recommendations on the discussion for the Committee of Whole topics regarding food trucks and farm animals.

VII. CONSENT AGENDA

- A. Minutes of June 13, 2017, regular meeting
- B. Minutes of June 27, 2017, special meeting

GENERAL CONSENT: Minutes were approved as presented.

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

A. Public Hearing

- 1. Item: Land Clearing Waiver #17-05 (Reso. #17-18)
Request: Approval to allow approximately 80% of Tract A-1 to remain cleared of vegetation, which is 10% more than the 70% clearing allowed in WMC 16.33.050(A)(2) in order to expand the existing bank parking lot.
Applicant: Melissa Branch, P.E., Agent
Owner: First National Bank Alaska
Total Area: 2.50 acres ±
Location: 775 E. Parks Highway
Tract A-1, Lakewood Business Park Subdivision
Zoning: Commercial

a. City Staff

Ms. Crawford provided a summary of Land Clearing Waiver #17-05 (Resolution Serial #17-18).

b. Applicant

Ms. Melissa Branch, P.E. Agent and Mr. Mike Bridges, representative for the owners of First National Bank, stated she does not have any objections to the proposed conditions and is here primarily for questions and also provided an aerial section map for Commission to view.

Commission Breese asked whether Mr. Lube agrees to park their vehicles behind the landscape buffer along the road.

Mr. Bridges responded to Commissioner Breese regarding the buffer and that they would like to lease a portion of the paved parking area to Mister Lube. The parking spaces will be facing Mister Lube on the north side of First National Bank's property.

Commissioner Mayer questioned whether Dairy Queen felt this project was interfering with their operations.

Mr. Bridges stated that Dairy Queen is under new ownership and First National Bank has already made an arrangement with them to take back part of the leased parking spaces and are working on converting a section to lease to Mister Lube.

Commissioner Mayer also inquired as to whether the bank would assume all responsibility for vegetation and upkeep.

Mr. Bridges acknowledged that it is the bank's property and their responsibility to maintain.

c. Private person supporting or opposing the proposal.
Chair Dean opened the public comment portion of the public hearing.

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

MOTION: Commissioner Mayer moved to approve Land Clearing Waiver #17-05 (Resolution Serial #17-18), as presented.

Discussion moved to the Commission.

MOTION: Commissioner Brown moved to amend Condition #2 to read as follows:
2. Landscaping and vegetation on the site must be installed and maintained in perpetuity as shown on the landscape plan ~~date stamped June 30, 2017,~~ attached as Exhibit A to Resolution Serial No. 17-18, as required in WMC 16.33.060

VOTE: The motion to approve the amendment to strike "date stamped June 30, 2017," as presented, passed unanimously.

VOTE: The motion to approve Land Clearing Waiver #17-05 (Resolution Serial #17-18) as amended, passed unanimously.

B. Committee of the Whole

MOTION: Commissioner Breeze moved to enter into the Committee of the Whole at 6:25 PM.

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

1. Discussion regarding possible regulations for food trucks in Wasilla Municipal Code Title 16.
2. Discussion regarding possible revisions to the regulations for farm animals in Wasilla Municipal Code Section 16.16.060(E).

MOTION: Commissioner Bushnell moved to exit the Committee of the Whole at 7:25 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

Commissioner Bushnell stated that Commissioners were asked to attend City Council Meetings and provide a report. He is schedule to attend in September but he is unable to attend and requests that another Commissioner swap dates with him due to personal conflict. He will also attend the City Annexation meeting on Thursday, July 13, 2017.

Commissioner Dean stated that she attended the 4th of July parade for the first time and was a participant. She thought it was great to hear the kid's excitement. She and Commissioner Mayer ran a relay from Mirror Lake to Seward. They were the inaugural group for the first ever race of this type in our area.

XV. ADJOURNMENT

The regular meeting adjourned at 7:29 PM.


JESSICA DEAN, Chair


Date

ATTEST:



TAHIRIH DESJARDIN, Planning Clerk

Adopted by the Wasilla Planning Commission August 8, 2017.