

REGULAR MEETING

1. CALL TO ORDER

The regular meeting of the Wasilla Planning Commission was called to order at 6:00 PM on Tuesday, December 10, 2019, in Council Chambers of City Hall, Wasilla, Alaska by Eric Bushnell, Chair.

2. ROLL CALL

Commissioners present and establishing a quorum were:

Eric Bushnell, Seat A
Darrell Breese, Seat B (via teleconference)
Jessica Dean, Seat C (via teleconference)
Simon Brown, Seat D

Commissioner absent and excused was:

Alina Rubeo, Seat E

Staff in attendance were:

Lyn Carden, Deputy Administrator
Archie Giddings, Public Work Director
Tina Crawford, City Planner
Tahirih Revet, Planning Clerk

3. PLEDGE OF ALLEGIANCE

Commissioner Breese led the Pledge of Allegiance.

4. APPROVAL OF AGENDA

GENERAL CONSENT: The agenda was approved, as amended.

Chair Bushnell moved Election of Officers after Item 9 on the agenda without objection.

5. REPORTS

5.1 City Deputy Administrator

Ms. Carden provided a history on number of city business licenses. In 2002, there were 1,558 business licenses, in 2012 there were 1,965 business licenses, and in to date in 2019 there are 2,592 business licenses.

5.2 City Public Works Director

Mr. Giddings reported on the status of the Main Street Couplet project, acquisition of a right-of-way from the State through the Smith Ballfields to connect to Endeavor, the purchase of two lots across the street from City Hall, and the sale of one of the City lots that was a remnant of the sewer plant subdivision.

5.3 City Attorney

No report given.

5.4 City Planner

Ms. Crawford reported that the City Council remanded the short-term rental resolution back to the Planning Commission for reconsideration of the Council concerns. The regulations will be included on the January 14, 2020 agenda under the Committee of the Whole and then scheduled for a public hearing on February 11, 2020 to adopt any revisions.

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

No one stepped forward.

7. CONSENT AGENDA

7.1 Minutes of November 7, 2019, regular meeting

GENERAL CONSENT: Minutes were approved as presented.

[8. ELECTION OF OFFICERS was moved to be after Item 9.]

Commissioner Bushnell recused himself from Item 1 only under Public Hearing.

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

9.1 Public Hearing

1. Item: Elevated Administrative Approval Permit #19-190 (Reso. #19-21)

Applicant: Community Medical Services, Shelby Keen

Owner: Mountain Village LLC

Request: Approval of a permit to expand the interior space of an existing outpatient addiction treatment program from 2,880 sq. ft. to 4,083 sq. ft.

Lot Area: 1.89 +/- acres

Location: 2521 E. Mountain Village Drive

Zoning: Commercial/Rural Residential

a. City Staff

Ms. Crawford provided her staff report and provided a brief summary of the request.

b. Applicant

No one was present for the request.

c. Private person supporting or opposing the proposal

Vice-Chair Brown opened the public comment portion of the public hearing.

Vice-Chair Brown closed the public comment portion of the public hearing as no one stepped forward.

d. Applicant

MOTION: Commissioner Breese moved to approve Elevated Administrative Approval Permit #19-190 (Resolution Serial #19-21), as presented.

VOTE: The motion to approve Elevated Administrative Approval Permit #19-190 (Resolution Serial #19-21), passed unanimously.

2. **Resolution Serial No. 19-22:** A Resolution of the Wasilla Planning Commission recommending that the City Council amend Wasilla Municipal Code Section 16.24.020, Density, to clarify the maximum density permitted for lots zoned Rural Residential.

a. City Staff

Ms. Crawford provided background information on the issue and an overview of the proposed revisions.

Commissioner Bushnell asked for clarification regarding the code definition of a duplex.

b. Private person supporting or opposing the proposal

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

Mr. Jordan Rousa, City resident, expressed concerns regarding the proposed changes and stated that the Commission should consider increasing density in Rural Residential zoning or rezone areas to allow higher densities.

Chair Bushnell closed the public comment portion of the public hearing with no one else stepping forward.

MOTION: Commissioner Brown moved to approve Resolution Serial No. 19-22, as presented.

Discussion moved to the Commission.

VOTE: The motion to approve Resolution Serial No. 19-22, passed unanimously.

3. **Resolution Serial No. 19-23:** A Resolution of the Wasilla Planning Commission adopting an amended schedule of fees and list of review agencies for Wasilla Land Development Code applications adding a fee for nonconforming determinations; amending the fees for administrative approval permits, use permits, conditional use permits, amnesty requests, and appeals of the city planner's decisions; adding a requirement that the applicant pay mailing fees for required public notices; and repealing WPC Resolution No. 19-20 (current schedule of fees resolution).

a. City Staff

Ms. Crawford provided an overview of the request.

b. Private person supporting or opposing the proposal

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

Mr. Rousa, City resident, stated that he does a lot of planning applications within the State and outside the state and that he is in favor of the increased fees. He also stated that he does not believe that they are high enough to recover the cost for the time spent by staff to process the permits.

Chair Bushnell closed the public comment portion of the public hearing with no one else stepping forward.

MOTION: Commissioner Brown moved to approve Resolution Serial No. 19-23, as presented.

VOTE: The motion to approve Resolution Serial No. 19-23, passed unanimously.

9.2 Committee of the Whole

1. Discussion regarding food trucks within city limits

MOTION: Commissioner Brown moved to enter into the Committee of the Whole to discuss Title 16 revisions regarding food trucks at 6:50 PM.

MOTION: Commissioner Breese moved to exit the Committee of the Whole at 7:00 PM.

8. ELECTION OF OFFICERS

Nominations were opened for Chairman.

Commissioner Brown nominated Commissioner Bushnell for Chairman. With no other nominations for Chairman, Commissioner Breese closed the nominations.

VOTE: The nomination for Commissioner Bushnell as Chairman passed unanimously.

Nominations were opened for Vice-Chairman.

Commissioner Bushnell nominated Commissioner Brown for Vice-Chairman. With no other nominations for Vice-Chairman, Commissioner Bushnell closed the nominations.

VOTE: The nomination for Commissioner Brown as Vice-Chairman passed unanimously.

10. UNFINISHED BUSINESS

No unfinished business.

11. COMMUNICATIONS

No statements made regarding the following items.

11.1 Permit Information

11.2 Enforcement Log

11.3 Matanuska-Susitna Borough Planning Commission agenda

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

No comments.

13. STAFF COMMENTS

Ms. Carden wished everyone a Merry Christmas and Happy New Year. She also reminded everyone that the City will have fireworks on December 31st for New Year's Eve and Planet Fitness is sponsoring the glow sticks.

14. COMMISSION COMMENTS

Commissioner Breese wished everyone Happy Holidays.

Commissioner Dean wished everyone Happy Holidays.

Commissioner Bushnell thanked the public for their participation and wished everyone a happy holiday.

15. ADJOURNMENT

The regular meeting adjourned at 7:05 PM.


ERIC BUSHNELL, Chair Date

ATTEST:



TAHIRIH REVET, Planning Clerk

Adopted by the Wasilla Planning Commission January 14, 2020.