



**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

- |  |               |                       |
|--|---------------|-----------------------|
| <b>REGULAR MEETING</b>   | <b>6 P.M.</b> | <b>APRIL 12, 2016</b> |
| 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 ( <i>three minutes per person, for items not scheduled for public hearing</i> ) |               |                       |
| VII. CONSENT AGENDA  |               |                       |
| A. Minutes of March 8, 2016 meeting  |               |                       |
| VIII. NEW BUSINESS ( <i>five minutes per person</i> )  |               |                       |
| A. Committee of the Whole  |               |                       |
| 1. Planning Commission training  |               |                       |
| IX. UNFINISHED BUSINESS  |               |                       |
| X. COMMUNICATIONS  |               |                       |
| A. Updated Planning Commission meeting calendar for 2016   |               |                       |
| B. Permit Information  |               |                       |
| C. Enforcement Log   |               |                       |
| D. Matanuska-Susitna Borough Planning Commission agenda  |               |                       |

- XI. AUDIENCE COMMENTS (*three minutes per person*)
- XII. STAFF COMMENTS
- XIII. COMMISSION COMMENTS
- XIV. ADJOURNMENT

**-UPDATED-**  
**Planning Commission 2016 Schedule**  
**Meetings Dates**



The following is a schedule of meeting dates for conditional use permits, variances, and rezone requests that will be heard by the Wasilla Planning Commission.

The applicant, or their representative, must attend the public hearing. Planning Commission meetings begin at 6:00 PM in the City Council Chambers of Wasilla City Hall, 290 E. Herning Avenue, Wasilla.

<b>Planning Commission Public Hearing Date</b>
<b>Jan 12, 2016</b>
<b>Feb 9</b>
<b>Mar 8</b>
<b>Apr 12</b>
<b>May 10</b>
<b>Jun 14</b>
<b>Jul 12</b>
<b>Aug 09</b>
<b>Sep 13</b>
<b>Oct 11</b>
<b>Nov 15**</b>
<b>Dec 13</b>
<b>Jan 10, 2017</b>

**\*Any meeting may be cancelled or rescheduled. Please confirm meeting date with Planning Office at (907) 373-9020 or check the City website at [www.cityofwasilla.com](http://www.cityofwasilla.com).**

**\*\* Meeting held on third Tuesday of November**

PERMIT INFORMATION 2016										
PERMIT #	APPLICANT	SUBDIVISION	SITE ADDRESS	APPLICATION DATE	APPROVAL DATE	TYPE	PROJECT TYPE	SQ FTG	SQ ZONE	TAX ID
<b>ADMINISTRATIVE APPROVAL</b>										
AA16-01	BOWERS, BEN	WASILLA TOWNSITE	285 E PARKS HWY	01/12/16	PENDING	COMM<10,000 SQ FT	ATV, SNOWMACHINE REPAIR	900	C	1066B03L002
AA16-02	COLLIER, JEREMY	LAKEVIEW PROF CONDOS	851 E WESTPOINT DR	01/12/16	01/13/16	TENANT SPACE	LAWYERS OFFICE	750	C	9010000U212
AA16-03	LITHIA	SUN PLAZA	2561 S SUN MOUNTAIN AVE	01/15/16	01/18/16	TUP	TEMP VEHICLE STORAGE ON LOWES SITE		C	5626000L001A
AA16-04	WUITSCHICK, KATHRYN	IDTAPARCEL ADDN 1	431 W PARKS HWY	01/19/16	01/20/16	TENANT SPACE	RESTAURANT	2,000	C	5797000L002A
AA16-05	MATCH, YOUNG	NEILSON DOUG	591 E RAILROAD AVE	01/20/16	01/20/16	COMM<10,000 SQ FT	RETAIL SHOP	2,800	C	3498000T00B
AA16-06	AT&T MOBILITY	OVERLOOK BUS PK RSB	2251 E PARKS HWY	02/05/16	02/09/16	COMM UPGRADE	COMMUNICATIONS UPGRADE		C	4805B01L003A
AA16-07	ADDICTIVE HAIR CREATIONS	PRIMROSE POINTE PH 1	260 W RIVERDANCE CIR	02/09/16	02/09/16	HOME OCCUPATION	HAIR SALON	809	RR	6791B01L071
AA16-08	WATSON, ROBERT	WASILLA HEIGHTS	1201 W NICOLA AVE	02/16/16	02/17/16	TENANT SPACE	TATTOO STUDIO	440	RR	7491B02L010D
AA16-09	HALLMARK LOCATING	WASILLA HEIGHTS	1201 W NICOLA AVE	02/16/16	02/17/16	TENANT SPACE	TATTOO STUDIO	340	RR	7491B02L010D
AA16-10	BILLIES TREASURES	MILE 44 PKS HWY CONDOS	1657 W PARKS HWY	02/17/16	02/22/16	TENANT SPACE	RETAIL SHOP	5,400	C	9006000U00B
AA16-11	BRINSON, HEATHER	PROSPECTOR HILLS	1450 N GRUBSTAKE DR	02/24/16	02/29/16	COMM<10,000 SQ FT	ASSISTED LIVING	2,376	RR	1118B01L006
AA16-12	MAT-SU BOROUGH	NEW IDITAROD SCH SITE	452 E CARPENTER CIR	02/29/16	02/19/16	SIGN	SIGN	66	RR/RM	7390000L001
AA16-13	CHAYKA, VLADIMIR	SERENITY EST ADD1	1501 W PATRICIA AVE	03/08/16	03/31/16	SFD	SFD	1,856	RR	7443000L001
AA16-14	KEMP, TIFFANY	GVC	940 E SNOW HILL AVE	03/09/16	03/09/16	ADD TO SFD	ADD TO SFD	1,536	RR	2323B03L003
AA16-15	GELTING, BRIAN	THOMAS VIEW	1675 S LINDA CIR	03/09/16	03/18/16	SFD	SFD	1,620	RR	6814000L001
AA16-16	BETSILL, ALEX	ADVENTURE EST	1636 N FANCIFUL AVE	03/09/16	03/18/16	FARM ANIMAL	20 CHICKENS		RR	1190B05L005
AA16-17	BUZZBEE STUDIOS	THOMAS ADDR#2 PH 1	201 E SWANSON AVE	03/10/13	03/13/16	TENANT SPACE	COMM<10,000 SQ FT	440	C	4932B01L005A
AA16-18	SMITH, TYLER	WASILLA HTS #1	1401 W PARKS HWY	03/11/16	03/13/16	FOOD TRUCK	RICKS BBQ	240	C	1065B03L017
AA16-19	SCAVETTE, SETH	FOLLETT INDUSTRIAL TR	101 E SWANSON AVE	03/11/16	03/18/16	COMM<10,000 SQ FT	AUTOMOTIVE SHOP	2,218	C	1191000T00B
AA16-20	HOFFMAN, STACEY	WASILLA HTS RSB	1201 W NICOLA AVE	03/15/16	03/16/16	TENANT SPACE	COMM<10,000 SQ FT	320	RR	7491B02L010D
AA16-21	ZASTROW, DUSTIN	CENTURY PK	1190 S CENTURY DR	03/18/16	03/21/16	SFD	SFD	1,900	R-1	1261B03L001
AA16-22	ROBERT YUNDT HOMES	PRIMROSE POINTER PH 2	195 W CELTIC CIR	03/23/16	PENDING	SFD	SFD	2,301	RR	7442B01L056
AA16-23	ALLEY, JEREMY	SNIDER #3	201 W HERNING AVE	03/30/16	03/31/16	TENANT SPACE	COMM<10,000 SQ FT	325	C	1056B02L009
AA16-24	ARC LAND DEV LLC		1250 N LUCILLE ST	04/01/16	04/13/16	MULTI-FAMILY	42 SENIOR APARTMENT	40,968	RM	17N01W04A005
<b>USE PERMITS</b>										
UP16-01	SCAVETTE, SETH	FOLLETT INDUSTRIAL TR	101 E SWANSON AVE	03/11/16	03/29/16	MULTI-FAMILY	4-PLEX	2,098	C	1191000T00B
UP16-02	K&H CIVIL CONTRACTORS		1614 S CLAPP ST	03/25/16	PENDING	GRAVEL EXT	GRAVEL EXTRACTION		I	17N02W13A004
<b>CONDITIONAL USE PERMITS</b>										
<b>PLANNED UNIT DEVELOPMENT (PUD)</b>										
<b>REZONE</b>										
<b>LEGAL NON-CONFORMING USE</b>										
<b>SHORELINE SETBACK</b>										
<b>AMNESTY</b>										
<b>VARIANCE</b>										

**WPD Code Compliance Weekly Incidentals  
For period 2/29/2016 – 3/4/2016**

Date	Call Originated	Name / Address	Reason	CAD Log #	Informational Contact?	Letter Issued?	Action Taken
2/29/2016	S	Meta Rose	Facility/security check	13228	N	N	
2/29/2016	S	Post Office	HCP parking violation	13241	N	N	unfounded
2/29/2016	FUP	1066 Winter Ave	Loose dogs	13056	Y	N	Verbal warning
2/29/2016	FUP	2720 Tamarak	Barking dog	12789	Y	N	No action requested
2/29/2016	ADM	Reale Vapes	Business license violation	13305	N	N	Owner unavailable
3/1/2016	S	Meta Rose	Facility/security check	13430	N	N	
3/1/2016	C	1850 Lake Lucille Dr	Land use violation	13448	Y	Y	Issue stop work order
3/1/2016	ADM	1201 Nicola	Business license violation	13471	N	N	Owner unavailable
3/1/2016	ADM	201 E Swanson	Business license violation	13472	Y	N	citation
3/1/2016	ADM	AK Spa Tech	Business license violation	13497	N	N	Owner unavailable
3/1/2016	ADM	Reale Vapes	Business license violation	13305	N	N	Owner unavailable
3/1/2016	PAT	MUSC	Facility/security check	13513	N	N	
3/2/2016	S	Meta Rose	Facility/security check	136677	N	N	
3/2/2016	S	Wasilla Lake Park	Vehicle parked for sale	13749	N	N	Verbal warning
3/3/2016	D	1689 KGB	Abandoned vehicle	13906	N	N	Impound per WMC 10.16.030 B
3/3/2016	S	Meta Rose	Facility/security check	13928	N	N	
3/3/2016	D	285 E Parks	Sign complaint	13940	N	N	unfounded
3/3/2016	C	Sportsman's Warehouse	Sign in ROW	13962	N	N	Sign removed
3/3/2016	C	Parks & KGB	Sign in ROW	13985	N	N	Signs removed
3/4/2016	C	Home Depot	Illegal dumping	14161	N	N	No suspect info
3/4/2016	D	560 S Knik	Abandoned vehicle	14149	N	N	24 hour red tag
3/4/2016	s	KGB & Lakeview	Sign in ROW	14172	Y	N	Sign removed
3/4/2016	d	1401 Mystery	Dog bite	14047	Y	N	Quarantine x2
3/4/2016	s	Melanie & Lucas	Signs in ROW	14202	N	N	Signs removed

**WPD Code Compliance Weekly Incidentals  
For period 3/7/2016 thru 3/11/2016**

Date	Call Originated	Name / Address	Reason	CAD Log #	Informational Contact?	Letter Issued?	Action Taken
3/7/2016	D	501 Lakeview	Loose cat	14842	Y	N	No action requested
3/7/2016	S	KGB & Enter Way	Sign in ROW	14866	Y	N	Sign removed, verbal warning
3/7/2016	S	Meta Rose	Facility/security check	14869	N	N	
3/7/2016	S	KGB & Centaur	Sign in ROW	14880	Y	N	Sign removed, verbal warning
3/8/2016	S	Meta Rose	Facility/security check	15099	N	N	
3/8/2016	D	WPD	Public assist	15136	Y	N	Explain ATV laws
3/9/2016	D	1140 Snowhill	Loose dog	15345	Y	N	Verbal warning
3/9/2016	S	Meta Rose	Facility/security check	15360	N	N	
3/9/2016	PAT	619 KGB	Homeless camp	15371	N	N	Tag for removal
3/9/2016	C	560 Denali	Nuisance complaint	15378	N	N	
3/10/2016	D	2201 Ashford	Loose dog	15531	Y	N	Verbal warning
3/10/2016	S	Meta Rose	Facility/security check	15360	N	N	
3/10/2016	FUP	560 Denali	Nuisance complaint	15378	N	N	Citation issued
3/10/2016	FUP	619 KGB	Homeless camp	15371	N	N	Camp removed, area cleaned up
3/10/2016	D	Carter Park	Abandoned vehicle	15595	Y	N	48 hour red tag
3/10/2016	S	Winter & Gambit	ATV violation	15601	Y	N	Verbal warning
3/10/2016	FUP	1035 Winter	Loose dog	15431	Y	N	Verbal warning
3/11/2016	S	Meta Rose	Facility/security check	15360	N	N	
3/11/2016	FUP	1881 Ashford	Trash complaint	10457	N	N	
3/11/2016	C	Harvest Loop & Lakewood	Loose dog	15852	N	N	No dogs found, for EPW

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**WPD Code Compliance Weekly Incidentals  
For period 3/14/16 – 3/18/16**

Date	Call Origin	Name / Address	Nature of call	CAD #	Informal Contact?	Letter Issued?	Action Taken
3/14/16	D	Swathmore & Lakewood	Loose dogs	16613	Y	N	Verbal warning
3/14/16	S	Lake Lucille Park	Facility/security check	16624	N	N	
3/14/16	S	Seward Meridian & Fireweed	Sign in ROW	16631	N	N	Sign removed
3/14/16	C	Walmart	Panhandling complaint	16656	Y	N	Verbal warning
3/14/16	S	Wasilla Lake Park	Vending violation	16661	Y	N	Verbal warning
3/14/16	S	Meta Rose	Facility/security check	16663	N	N	
3/14/16	D	243 Kalli Cir.	Cat bite	16671	Y	N	No action required, cat died of old age
3/15/16	S	Meta Rose	Facility/security check	16848	N	N	
3/15/16	D	Bogard & Crusey	911 call for rabbit in a yard	16851	N	N	unfounded
3/15/16	FUP	991 Hermon	Business license violation	13305	Y	N	Citation
3/16/16	S	Meta Rose	Facility/security check	17087	N	N	
3/16/16	S	Lake Lucille Park	Facility/security check	17097	N	N	
3/16/16	FUP	Lakewood & Harvest Loop	Loose dogs	15852	N	N	No dogs found
3/17/16	FUP	Parks & Deskas	Abandoned veh in ROW	16993	N	N	Impound
3/17/16	FUP	1850 Lake Lucille	Land use violation	13448	Y	N	No violation observed
3/17/16	S	Meta Rose	Facility/security check	17286	N	N	
3/17/16	C	Spruce & Heritage	Report of loose dog	17343	N	N	Not located
3/18/16	D	3201 Naomi	Report of loose dog	17452	Y	N	Verbal warning
3/18/16	D	1300 Glenwood	Report of loose dog	17454	Y	N	Verbal warning
3/18/16	S	Parks & Church	Signs in ROW	17532	N	N	Signs removed
3/18/16	C	Mack & Stoneridge	Report of loose dog	17542	N	N	Verbal warning
3/18/16	S	Meta Rose	Facility/security check	17565	N	N	

**WPD Code Compliance Weekly Incidentals  
For period 3/21/2016 – 3/25/2016**

Date	Call Originated	Name / Address	Reason	CAD Log #	Informational Contact?	Letter Issued?	Action Taken
3/21/16	S	Meta Rose	Facility/security check		N	N	
3/21/16	D	WalMart	HCP parking violation	18279	Y	N	Verbal warning
3/22/16	S	Meta Rose	Facility/security check	18447	N	N	
3/22/16	S	Lake Lucille Park	Facility/security check	18477	N	N	
3/22/16	PAT	Main & Swanson	MVA traffic control	18494	N	N	
3/23/16	S	Meta Rose	Facility/security check	18714	N	N	
3/23/16	S	Parks & Church	Signs in ROW	18753	Y	N	Verbal warning
3/24/16	D	2900 Jude	Loose dogs	18918	N	N	Unable to catch
3/24/16	D	1204 Jack Nicklaus	Loose dog	18953	N	N	Unfounded
3/24/16	D	Bogard & Crusey	Loose dog	18946	N	N	Unable to catch
3/25/16	D	MTR	Agency assist- dog in car	19125	Y	N	Contact family member to pick up dog
3/25/16	FUP	Bogard & Crusey	Loose dog	18946	N	N	
3/25/16	S	Meta Rose	Facility/security check	19165	N	N	
3/25/16	ADM	City shop	Destroy tasers	19212	N	N	Tasers destroyed by sawzall
3/25/16	FUP	Bogard & Crusey	Loose dog	18946	N	N	Set up food & trap





**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  
Lauren Driscoll, 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*

**April 18, 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. March 21, 2016, regular meeting minutes
    - 2. April 4, 2016, regular meeting minutes
  - B. INTRODUCTION FOR PUBLIC HEARING: QUASI-JUDICIAL MATTERS
  - C. INTRODUCTION FOR PUBLIC HEARING: LEGISLATIVE MATTERS
- 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. **Resolution 16-15**, A resolution approving a variance to allow handicap access to a ramp/deck at the Trapper Creek Inn to remain set back 15.9 feet from the Parks Highway right-of-way; 23471 S. Parks Highway; within Township 26 North, Range 5 West, Section 29, Seward Meridian. (*Staff: Susan Lee, Applicant: Dooley Enterprises, LLC*)

X. PUBLIC HEARING: LEGISLATIVE MATTERS

A. **Resolution 16-17**, a resolution recommending Assembly adoption of the Louise Susitna Tyone Lakes Comprehensive Plan Update previously known as the Lake Louise Comprehensive Plan. Public Hearing continued from April 4, 2016. (*Staff: Sara Jansen*)

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.*



**WASILLA PLANNING COMMISSION  
AUDIENCE COMMENTS  
SIGN-UP SHEET**

Meeting of: April 12, 2014

If you wish to speak under Audience Comments, please sign-in below. When it is time for you to speak, the Chairman will call your name and you will have 3-minutes to address the Planning Commission.

	Printed Name	Residence Address	Phone Number	City Resident
1.				<input type="checkbox"/> Yes <input type="checkbox"/> No
2.				<input type="checkbox"/> Yes <input type="checkbox"/> No
3.				<input type="checkbox"/> Yes <input type="checkbox"/> No
4.				<input type="checkbox"/> Yes <input type="checkbox"/> No
5.				<input type="checkbox"/> Yes <input type="checkbox"/> No
6.				<input type="checkbox"/> Yes <input type="checkbox"/> No
7.				<input type="checkbox"/> Yes <input type="checkbox"/> No
8.				<input type="checkbox"/> Yes <input type="checkbox"/> No
9.				<input type="checkbox"/> Yes <input type="checkbox"/> No
10.				<input type="checkbox"/> Yes <input type="checkbox"/> No