



MAYOR
Verne E. Rupright

CITY PLANNER
Jim Holycross

WASILLA PLANNING COMMISSION

Gary Hall, Seat A
Daniel Kelly Jr., Seat B
Brandon Wall, Seat C
Jessie Laub-Elkins, Seat D
Stan Tucker, Chairman, Seat E
Clark Buswell, Seat F
Robert Webb, Seat G

**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

7 P.M.

SEPTEMBER 8, 2009

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. APPROVAL OF AGENDA
- V. REPORTS
 - A. City Attorney
 - B. City Council
 - C. City Planner
 - D. City Public Works Director
- VI. PUBLIC PARTICIPATION *(five minutes per person, for items not scheduled for public hearing)*
- VII. CONSENT AGENDA
 - A. Minutes of August 25, 2009 meeting.
- VIII. NEW BUSINESS *(five minutes per person)*
 - A. Presentation by Mat-Su Borough Cultural Resources Staff on Historic Buildings Inventory in Wasilla then discuss Mat-Su Borough Ordinance Serial No. 09-101 regarding State Funding for Research and Base Line Survey of Historic Building in Wasilla by Borough with Planning Commission.

- B. Presentation by Pat Coleman, USKH, Inc., to discuss the survey methodology of the Comprehensive Plan update survey.
- C. Public Hearing
 - 1. **Resolution Serial No. 09-15:** A Resolution of the Wasilla Planning Commission amending WMC 16.36.010, Definitions, to amend the definition of interested person in regard to appeals to a hearing officer.
 - 2. **Resolution Serial No. 09-16:** A Resolution of the Wasilla Planning Commission amending WMC 16.32.050(H), Signs prohibited.

IX. UNFINISHED BUSINESS

X. COMMUNICATIONS

- A. Calendar Review October/November 2009
- B. Permit Information
- C. Enforcement Log

XI. AUDIENCE COMMENTS

XII. STAFF COMMENTS

XIII. COMMISSION COMMENTS

XIV. ADJOURN

REGULAR MEETING

I. CALL TO ORDER

The regular meeting of the Wasilla Planning Commission was called to order at 7:00 PM on Tuesday, September 8, 2009, in Council Chambers of City Hall, Wasilla, Alaska by Stan Tucker, Chairman.

II. ROLL CALL

Commissioners present and establishing a quorum were:

- Mr. Gary Hall, Seat A
- Mr. Daniel Kelly, Jr., Seat B
- Mr. Brandon Wall, Seat C
- Ms. Jessie Laub-Elkins, Seat D
- Mr. Stan Tucker, Seat E
- Mr. Clark Buswell, Seat F
- Mr. Robert Webb, Seat G

Staff in attendance were:

- Mr. Jim Holycross, City Planner
- Ms. Sandi Connolly, Public Works
- Mr. Marvin Yoder, Deputy Administrator
- Mr. Richard Payne, City Attorney

III. PLEDGE OF ALLEGIANCE

- A. Mr. Hall led the pledge of allegiance.

IV. APPROVAL OF AGENDA

GENERAL CONSENT: The agenda was approved as presented.

VI. REPORTS

- A. City Attorney

Mr. Payne, City Attorney:

- None.

- B. City Council

Mr. Yoder, Deputy Administrator:

- Mr. Yoder did not report as the city Council will not meet until September 13, 2009.

C. City Planner

Mr. Holycross, City Planner:

- Discussed items on the Planner's report that was handed out;
- Handed out information on digital signs.

D. City Public Works Director

- None.

VII. PUBLIC PARTICIPATION

- None.

VIII. CONSENT AGENDA

A. Minutes of August 25, 2009 meeting

GENERAL CONSENT: Minutes were approved as presented.

IX. NEW BUSINESS

- A. Presentation by Mat-Su Borough Cultural Resources Staff on Historic Buildings Inventory in Wasilla then discuss Mat-Su Borough Ordinance Serial No. 09-101 regarding State funding for Research and Base Line Survey of Historic Building in Wasilla by Borough with Planning Commission.

Fran Seager-Boss, Cultural Resources Specialist from the Matanuska-Susitna Borough, briefly discussed the background on how the process started to get funding and then provided a presentation on the historical buildings in Wasilla.

Discussion moved to the Commission.

Mr. Yoder stated that with the change of administration within the last year an extension was asked for and granted by the Borough and a recommendation from the Planning Commission to the City Council in support of the Matanuska-Susitna Borough's Ordinance regarding Historic Buildings.

Mr. Kelley asked of Mr. Holycross, to answer the question if our public notice mail outs for the outdoor firing range could be extended to include a larger than 1,200 feet minimum radius. Would like to recommend the public notice notification radius be extended to half a mile because of the large parcels in the area.

Mr. Holycross stated per WMC 16.08.040, reviewing parties, states a Resolution would be required by the Planning Commission to change it.

- B. Presentation by Pat Coleman, USKH, Inc., to discuss the survey methodology of the Comprehensive Plan update survey.

Pat Coleman stated USKH, Inc. will attend as many Planning Commission meetings as much as possible. Mr. Coleman presented an example of the survey that will be sent to residents within City Limits and also outside the City Limits, the results will be kept separated.

Discussion moved to the Commission.

Mr. Holycross asked the Commission if they would like to have Neil Fried, State Economist with the Department of Labor, as guest speaker.

The Commission stated they would be interested in inviting Mr. Fried as a guest speaker.

Discussion moved to the Commission.

Mr. Coleman reminded the Commission that Robert Gibbs will be presenting information on September 22, 2009, to the Planning Commission prior to the public meeting and Mr. Coleman will be attending as many Planning Commission meetings as they can while the comprehensive plan is being updated.

Chairman Tucker reminded the Commission of the importance of the comprehensive plan and the decision the Planning Commission makes.

C. Public Hearing

1. **Resolution Serial No. 09-15:** A Resolution of the Wasilla Planning Commission amending WMC 16.36.010, Definitions, to amend the definition of interested person in regard to appeals to a hearing officer.

Mr. Holycross provided a brief background then stated the Resolution was amended as asked and reviewed by the City Attorney.

Mr. Payne stated he reviewed the document and made only one change.

Discussion moved to the Commission.

Mr. Tucker opened the public hearing on Resolution Serial No. 09-15.

With no audience comments, Mr. Tucker closed the public hearing on Resolution Serial No. 09-15.

MOTION: Commissioner Kelly moved to adopt Wasilla Planning Commission Resolution Serial No. 09-15.

Discussion moved to the Commission.

Mr. Payne stated the wording "adversely affected" is defined by some courts as a broad term, which allows flexibly.

Discussion moved to the Commission.

VOTE: Voting on the motion, it passed unanimously.

2. **Resolution Serial No. 09-16:** A Resolution of the Wasilla Planning Commission amending WMC 16.32.050(H), Signs prohibited.

Mr. Holycross stated there were minor changes to the wording to add "except for public facilities".

Mr. Yoder stated a public facility is trying to place a sign off premise, but unable to due to the current wording in WMC.

Mr. Tucker opened the public hearing on Resolution Serial No. 09-16.

With no audience comments, Mr. Tucker closed the public hearing on Resolution Serial No. 09-16.

MOTION: Commissioner Kelly moved to adopt Wasilla Planning Commission Resolution Serial No. 09-16.

Discussion moved to the Commission.

VOTE: Voting on the motion, it passed Mr. Hall, Ms. Laub-Elkins, Mr. Tucker, Mr. Wall, and Mr. Webb in favor and Mr. Buswell and Mr. Kelly opposed.

V. UNFINISHED BUSINESS

- Minimum radius for mail outs be extended to half a mile for the outdoor shooting range instead of the 1,200 feet per WMC.

Mr. Kelly stated that per 16.16.020(A)(5.) it asks for a minimum of 1,200 feet and stated property owners mentioned they did not receive a notice or not enough received one. Mr. Kelly would like to extend the mail out radius to 2,500 feet.

MOTION: Commissioner Kelly moved to extend the notification out to 2,500 feet for the firing range.

Discussion moved to the Commission.

Mr. Kelly withdrew his motion.

XI. COMMUNICATIONS

A. Calendar Review October/November 2009

September Commissioner Hall
October Commissioner Kelly

No comments were made regarding the following items.

- B. Permit Information
- C. Enforcement Log

XII. AUDIENCE COMMENTS

- None

XIII. STAFF COMMENTS

A. Staff Comments

Mr. Payne:

- Stated he is happy to be here and will attend as many meetings as requested.

Mr. Yoder:

- Stated on the same topic as Mr. Payne, there was some question about having the City Attorney present at every Planning Commission meeting and in the contract it did not state the City Attorney would be present at every meeting. Also, if a Resolution was being presented to the Planning Commission then the City Attorney can be asked to attend that meeting;
- Stated next week there will be a special meeting of the Borough Planning Commission to deal specifically with the Municipalities on the gravel ordinance. Originally the ordinance was non-area wide and after comments from different companies regarding the Borough not covering the Cities the ordinance was changed; and
- Stated if any of the Commissioners are available to attend the meeting with Mr. Holycross to find out what the gravel ordinance is about and provide testimony that would be appreciated.

Mr. Holycross:

- Stated there is a meeting on the September 10th regarding ground water table and other topics;

- Stated the Borough's meeting is on September 14th regarding the gravel ordinance;
- Stated it would be appreciated if some Planning Commissioners would attend;
- Stated it is important that you meet Mr. Gibbs and give the consultant some of your ideas and attend the work shops on the downtown redevelopment;
- Stated for the next meeting he doesn't have a topic to discuss yet but will contact the consultant for their input; and
- Stated he will contact Neil Fried, State Economist, to have him attend a meeting in October or November to discuss the different job classifications and number of people that commute.

XIV. COMMISSION COMMENTS

A. Commissioner Comments

Commissioner Webb:

- Remind us of 6:00 pm meeting time.

Commissioner Kelly:

- No Comment

Commissioner Laub-Elkins:

- Welcomed Mr. Payne and thanked him for his clarifications.

Commissioner Buswell:

- As a BOA member he would like to note he could or could not have a conflict of interest regarding the gravel ordinance.

Commissioner Hall:

- Concerned about the appeal decision and asked for a clarification.

Mr. Payne stated the individual submitted the appeal and the hearing officer has the option to submit it back to the Planning Commission for their to review with four new findings or stay with the initial approval.

Mr. Buswell asked if we are only allowed to stay within those questions.

Mr. Payne stated the hearing officer's only concerns were the four items being submitted back to the Planning Commission for further review or clarification.

Commissioner Wall:

- No comment

Commissioner Tucker:

- Thanked everyone for attending and cooperation.

XV. ADJOURNMENT

The regular meeting adjourned at 8:50 PM.

ATTEST:



STAN TUCKER, Chairman



TAHIRIH KLEIN, Planning Clerk

Adopted by the Wasilla Planning Commission September 22, 2009.