



MAYOR
Verne E. Rupright

CITY PLANNER
Jim Holycross

WASILLA PLANNING COMMISSION

Gary Hall, Seat A
Daniel Kelly Jr., Seat B
Brandon Wall, Seat C
Vacant, Seat D
Vacant, 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.

January 12, 2010

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. APPROVAL OF AGENDA
- V. ELECTION OF PLANNING COMMISSION CHAIR AND VICE-CHAIR PERSON
- VI. REPORTS
 - A. Human Resources
 - B. City Attorney
 - C. City Council
 - D. City Planner
 - E. City Public Works Director
 - F. Presentation by Anne Brooks, Brooks & Associates and Tom Adams, Lounsbury & Associates RE: Machen Road project
- VII. PUBLIC PARTICIPATION (*five minutes per person, for items not scheduled for public hearing*)
- VIII. CONSENT AGENDA
 - A. Minutes of December 8, 2009 meeting.

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

A. Public Hearing

1. **Resolution Serial No. 10-01:** A Resolution recommending the City Council adopt WMC 8.12.005 Definitions, WMC 8.12.010 Public Nuisance, WMC 8.12.015 Applicability, WMC 8.12.020 Public Nuisances Prohibited; Enumeration, WMC 8.12.025 Public Nuisance Abatement, WMC 8.12.030 Violations, Enforcement, and Penalties, WMC 8.12.040 Enforcement Orders, and WMC 8.12.050 Civil Penalties and Remedies.
2. **Resolution Serial No. 10-02:** A Resolution supporting the concept for a Machen Drive frontage road on the north side of Parks Highway.
3. **Resolution Serial No. 10-03:** A Resolution amending previously approved Resolution Serial No. 05-21 to increase building size from 15,585 square feet to 29,585 square feet and to remove the height restriction placed on the building by the Wasilla Planning Commission.

X. UNFINISHED BUSINESS

XI. COMMUNICATIONS

- A. Calendar Review January/February 2010
- B. Permit Information
- C. Enforcement Log

XII. AUDIENCE COMMENTS

XIII. STAFF COMMENTS

XIV. COMMISSION COMMENTS

XV. 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, January 12, 2010, in Council Chambers of City Hall, Wasilla, Alaska by Dan Kelly, Vice-Chairman.

II. ROLL CALL

Commissioners present and establishing a quorum were:

Mr. Daniel Kelly, Jr., Seat B
Mr. Brandon Wall, Seat C
Mr. Doug Miller, Seat D
Ms. Glenda Ledford, Seat E
Mr. Clark Buswell, Seat F
Mr. Robert Webb, Seat G

Commissioners absent and excused:

Mr. Gary Hall, Seat A

Staff in attendance were:

Mr. Jim Holycross, City Planner
Ms. Amanda E. Charles, Deputy City Clerk
Mr. Marvin Yoder, Deputy Administrator
Mr. Troy Tankersley, Finance Director
Ms. Christin Evans, Human Resources Assistant

III. PLEDGE OF ALLEGIANCE

A. Mr. Yoder led the pledge of allegiance.

IV. APPROVAL OF AGENDA

Commissioner Kelly:

- noted that City code requires that the first item of business should be the election of officers;
- amended the agenda so that the Election of Planning Commission Chair and Vice-Chair would immediately follow the approval of the agenda; and
- asked if there were any further amendments to the agenda.

GENERAL CONSENT: The agenda was approved as amended.

V. ELECTION OF PLANNING COMMISSION CHAIR AND VICE-CHAIR PERSON

[CLERK'S NOTE: Commissioner Kelly stepped down; and Commissioner Buswell assumed the duties of the Chair.]

MOTION: Commissioner Webb moved to elect Commissioner Buswell as chair.

VOTE: The motion passed unanimously.

MOTION: Commissioner Buswell moved to elect Commissioner Kelly as vice-chair.

VOTE: The motion passed unanimously.

VI. REPORTS

A. Human Resources

Ms. Evans provided a report on changes to how the Planning Commission will be paid in the future.

B. City Attorney

- None

C. City Council

Mr. Yoder provided a brief summary of the last City Council meeting.

D. City Planner

Mr. Holycross provided a brief summary of the Planning Department's activities and requests.

E. City Public Works Director

Mr. Giddings:

- reported on funding requests for the Main Street couplet project;
- spoke to possible funding for the airport road; and
- commented on the Fern Street project.

F. Presentation by Anne Brooks, Brooks & Associates; and Tom Adams, Lounsbury and Associates re: Machen Road Project.

Mr. Adams and Ms. Brooks provided a report on the Machen Road Project.

Discussion ensued.

VII. PUBLIC PARTICIPATION *(five minutes per person, for items not scheduled for public hearing)*

- None.

VIII. CONSENT AGENDA

A. Minutes of December 8, 2009, meeting

Commissioner Kelly noted room for improvement in the construction of the minutes and asked that minutes be reviewed for grammatical errors.

GENERAL CONSENT: Minutes were approved as presented. *[CLERK'S NOTE: The minutes of December 8, 2009, were given further review by the clerk and grammatical errors were corrected before signature by the chair.]*

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

A. Public Hearings

1. **Resolution Serial No. 10-01:** A Resolution recommending the City Council adopt WMC 8.12.005, Definitions; WMC 8.12.010, Public Nuisance; WMC 8.12.015, Applicability; WMC 8.12.020, Public Nuisances Prohibited; Enumeration; WMC 8.12.025, Public Nuisance Abatement, WMC 8.12.030, Violations, Enforcement, and Penalties; WMC 8.12.040, Enforcement Orders; and WMC 8.12.050, Civil Penalties and Remedies.

Mr. Yoder and Mr. Holycross provided a staff report.

Chair Buswell opened the public hearing on Resolution Serial No. 10-01.

There being no one present who wished to testify Chair Buswell closed the public hearing on Resolution Serial No. 10-01 and discussion moved to the Commission.

MOTION: Commissioner Kelly moved to adopt Resolution Serial No. 10-01.

Discussion ensued.

MOTION: Commissioner Wall moved to postpone Resolution Serial No. 10-01 to a time certain of January 26, 2010.

VOTE: The motion to postpone Resolution Serial No. 10-01 to a time certain of January 26, 2010, passed unanimously.

2. **Resolution Serial No. 10-02:** A Resolution supporting the concept for a Machen Drive frontage road on the north side of Parks Highway.

Chair Buswell opened the public hearing on Resolution Serial No. 10-02.

There being no one present who wished to testify Chair Buswell closed the public hearing on Resolution Serial No. 10-02 and discussion moved to the Commission.

MOTION: Commissioner Wall moved to adopt Resolution Serial No. 10-02.

Discussion ensued.

VOTE: The motion to adopt Resolution Serial No. 10-02 as presented passed unanimously.

3. **Resolution Serial No. 10-03:** A Resolution amending previously approved Resolution Serial No. 05-21 to increase building size from 15,585 square feet to 29,585 square feet and to remove the height restriction placed on the building by the Wasilla Planning Commission.

Mr. Holycross provided a staff report.

Chair Buswell opened the public hearing on Resolution Serial No. 10-03.

There being no one present who wished to testify Chair Buswell closed the public hearing on Resolution Serial No. 10-03 and discussion moved to the Commission.

MOTION: Commissioner Kelly moved to adopt Resolution Serial No. 10-03.

Discussion ensued.

VOTE: The motion to adopt Resolution Serial No. 10-03 as presented passed unanimously.

IX. UNFINISHED BUSINESS

- None.

X. COMMUNICATIONS

- A. Calendar review December 2009/January 2010

Commissioner Kelly stated that he will be reporting for the January meetings.

Commissioner Miller stated that he will report to the City Council in February.

B. Permit Information

- None.

C. Enforcement Log

Mr. Holycross noted that when the snow melts enforcement will increase throughout the City.

XI. AUDIENCE COMMENTS

- None.

XII. STAFF COMMENTS

A. Staff Comments

Mr. Holycross reported on City issues that have been sent forward to the Matanuska-Susitna Borough for review and their current standing.

Discussion ensued regarding the City's desire for platting authority.

XIII. COMMISSION COMMENTS

A. Commissioner Comments

Commissioner Ledford:

- provided a personal and professional history; and
- spoke to her reasons for joining the Planning Commission.

Commissioner Miller briefed the Commission on his professional history.

Commissioner Kelly:

- queried the standing of his requested resolutions; and
- welcomed the new commissioners.

Mr. Holycross stated that he is working on preparing the resolutions.

Commissioner Webb welcomed the new members and the New Year.

Commissioner Wall reiterated Commissioner Webb's comments.

Chair Buswell asked the status of Matanuska-Susitna Borough's draft gravel extraction ordinance.

Staff provided an update on where it stands at the Borough's level.

Chair Buswell thanked staff for the update and welcomed the new commissioners.

XIV. ADJOURNMENT

The regular meeting adjourned at 8:40 PM.

ATTEST:



CLARK BUSWELL, Chairman



TAHIRIH KLEIN, Planning Clerk

Adopted by the Wasilla Planning Commission January 26, 2010.