



**MAYOR** **CITY PLANNER**  
Verne E. Rupright

**WASILLA PLANNING COMMISSION**  
Vacant, Seat A  
Daniel Kelly Jr., Seat B  
Brandon Wall, Seat C  
Doug Miller, Seat D  
Glenda Ledford, Seat E  
Clark Buswell, Seat F  
Robert Webb, Seat G

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**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.** **JULY 13, 2010**

- 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. Regular Meeting Minutes: June 8, 2010

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

- A. Public Hearing
  1. **Resolution Serial No. 10-10:** Approving a conditional use permit submitted by Western Enterprises, Inc. for Wasilla Center Development, LLC, to construct a commercial lease space in the Commercial (C) zoning district; Unit 1, Wasilla Center Condos,

generally located on Knik-Goose Bay approximately one-quarter of a mile from the Parks Highway.

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

B. Legislative Recommendations

1. **Resolution Serial No. 10-11:** Recommending that the City Council amend WMC 16.04.070, Definitions; WMC 16.08.060, Application Fees, to provide for fees for all applications under WMC Title 16; amend WMC 16.12.010.A, approvals by Planner, to delete the reference to subdivision approval under WMC 16.28.030; adopt WMC 16.16.080, approval of plans for commercial tracts; repeal WMC 16.28.030 through WMC 16.28.100; and adopt WMC 16.30, Subdivisions, to establish Design and Construction standards for Subdivisions in the City.
2. **Resolution Serial No. 10-12:** Recommending that the City Council adopt WMC 8.12, Trash and Junk.
3. **Resolution Serial No. 10-13:** Recommending that the City Council adopt WMC 2.72, requiring the investigation of potential historic building upon the request of a use permit.

IX. UNFINISHED BUSINESS

A. Committee of the Whole

1. Hazard Mitigation Plan
  - a. Revised plan Chapters I thru V;
  - b. Plan Review Crosswalk from FEMA & EPA Region 10; and
  - c. Revised Chapter VI.

X. COMMUNICATIONS

- A. Annexation report from Dittman
- B. Calendar Review October 2010
- C. Permit Information
- D. Enforcement Log

XI. AUDIENCE COMMENTS

XII. STAFF COMMENTS

XIII. COMMISSION COMMENTS

XIV. ADJOURNMENT

**REGULAR MEETING**

**I. CALL TO ORDER**

The regular meeting of the Wasilla Planning Commission was held on Tuesday, July 13, 2010, at the Wasilla City Council Chambers, Wasilla, Alaska. Chairman A.C. Buswell, III, called the meeting to order at 7 p.m.

**II. ROLL CALL**

Commissioners present and establishing a quorum were:

Vacant, Seat A  
Mr. Daniel Kelly, Jr., Seat B  
Mr. Brandon Wall, Seat C  
Mr. Doug Miller, Seat D  
Mr. Clark Buswell, Seat F  
Mr. Robert Webb, Seat G

Commissioners absent and excused:

Ms. Glenda Ledford, Seat E

Staff in attendance were:

Mr. Marvin Yoder, Deputy Administrator  
Mr. Archie Giddings, Public Works Director  
Mr. Richard Payne, City Attorney  
Ms. Tahirih Klein, Planning Clerk

**III. PLEDGE OF ALLEGIANCE**

A. Commissioner Kelly led the pledge of allegiance.

**IV. APPROVAL OF AGENDA**

Commissioner Kelly requested Item C., Committee of the Whole, under New Business is moved under Old Business as Item A.

GENERAL CONSENT: The agenda was approved as amended.

**V. REPORTS**

A. City Attorney

Mr. Payne:

- Spoke to a point of interest, he requested a change in the appellant procedure where he will have a responsive pleading schedule instead of a parallel schedule, on Appeal Case Nos. 10-01 and 10-02; regarding the Outdoor Firing Range; and
- Spoke regarding Resolution Serial No. 10-12, regarding Junk and Trash.

B. City Council

Mr. Yoder provided a brief summary of the City Council meeting of July 6, 2010.

C. City Planner

Mr. Yoder provided a brief summary of the Planning Department's activities.

D. City Public Works Director

No report given.

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

There were no public comments.

**VII. CONSENT AGENDA**

A. Regular Meeting Minutes: June 8, 2010

GENERAL CONSENT: Minutes were approved as presented.

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

A. Public Hearing

1. **Resolution Serial No. 10-10:** Approving a conditional use permit submitted by Western Enterprises, Inc. for Wasilla Center Development, LLC, to construct a commercial lease space in the Commercial (C) zoning district; Unit 1, Wasilla Center Condos, generally located on Knik-Goose Bay approximately one-quarter of a mile from the Parks Highway.

a. City Staff:

Mr. Yoder provided a brief summary of the conditional use permit submitted by Western Enterprises, Inc.

b. Applicant:

Mr. Chad Powelson, President of Western Enterprises, Inc., provided a history of the projects at the proposed site.

Discussion moved to the Commission.

c. Private person supporting or opposing the proposal:

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

The following persons spoke regarding their support for the development, yet expressed their concerns with the potential traffic issues: Ms. Wendy Riekema, Mr. John Luburger, Mr. Rod Cottle, Ms. Misty Holler, Ms. Collen Cottle, and Mr. Doug Holler.

Mr. Dallas Massie stated he is opposed to the development.

Ms. Dianne Woodruff:

- Stated she is here as a resident of the City of Wasilla, not as a representative of the City; and
- Noted her concerns with the information provided at this meeting.

There being no others present who wished to speak, Chair Buswell closed the public hearing on Resolution Serial No. 10-10.

d. Applicant:

Mr. Powelson:

- Responded to the concerns regarding potential traffic issues; and
- Expressed his support for the adoption of Resolution Serial No. 10-10.

Chair Buswell asked for clarification from City staff on the traffic issues.

Mr. Yoder:

- Stated that Wasilla Municipal Code adds clarification and guidance on traffic impact analysis; and
- Explained that the code will address how development should occur when there are traffic concerns.

Mr. Giddings:

- Advised that the code mirrors the States' statutes and guidelines; and
- Explained that he had spoke with the State of Alaska, Department of Transportation regarding the potential traffic issues; and
- Spoke to a proposed change to the speed limit on Knik Goose Bay Road.

Mr. Payne read WMC 16.16.050.A.7 into the record to provide clarification regarding traffic.

Discussion moved to the Commission.

**MOTION:** Commissioner Wall moved to adopt Resolution Serial No. 10-10 as presented.

Discussion moved to the Commission.

VOTE: Resolution Serial No. 10-10 passed with Commissioners Kelly, Wall, Webb and Chair Buswell in favor and Commissioner Miller in opposition.

B. Legislative Recommendations

1. **Resolution Serial No. 10-11:** Recommending that the City Council amend WMC 16.04.070, Definitions; WMC 16.08.060, Application Fees, to provide for fees for all applications under WMC Title 16; amend WMC 16.12.010.A, approvals by Planner, to delete the reference to subdivision approval under WMC 16.28.030; adopt WMC 16.16.080, approval of plans for commercial tracts; repeal WMC 16.28.030 through WMC 16.28.100; and adopt WMC 16.30, Subdivisions, to establish Design and Construction standards for Subdivisions in the City.

Mr. Yoder provided a summary of the history on Resolution Serial No. 10-11.

MOTION: Commissioner Kelly moved to adopt Resolution Serial No. 10-11 as presented.

Discussion moved to the Commission.

MOTION: Commissioner Miller moved a primary amendment to Resolution Serial No. 10-11, page 11 of 11, where the first WHEREAS, to remove after the word "delegation", "by the Assembly of the Matanuska-Susitna Borough" and move "as provided by this ordinance" after the word "delegation", add the word "of" after the word "power", and add "Assembly" before "establishing a Wasilla..." to read as follows:

WHEREAS, in accordance with AS 29.40.010(b), the City hereby consents to the delegation as provided by this ordinance of platting power by the Matanuska-Susitna Borough Assembly establishing a Wasilla Development Standards District; and

VOTE: The primary amendment passed unanimously.

Discussion ensued.

VOTE: The motion to adopt Resolution Serial No. 10-11 as amended passed unanimously.

2. **Resolution Serial No. 10-12:** Recommending that the City Council adopt WMC 8.12, Trash and Junk.

MOTION: Commissioner Kelly moved to adopt Resolution Serial No. 10-12 as presented.

Discussion moved to the Commission.

MOTION: Commissioner Webb moved to postpone Resolution Serial No. 10-12 to the next scheduled meeting of July 27, 2010.

VOTE: The motion to postpone Resolution Serial No. 10-12 passed unanimously.

3. **Resolution Serial No. 10-13:** Recommending that the City Council adopt WMC 2.72, requiring the investigation of potential historic building upon the request of a use permit.

Mr. Yoder provided a brief background on the resolution and why it was being presented for consideration and adoption.

MOTION: Commissioner Wall moved to adopt Resolution Serial No. 10-13 as presented.

Discussion moved to the Commission.

VOTE: The motion to adopt Resolution Serial No. 10-13 passed unanimously.

## **IX. UNFINISHED BUSINESS**

### A. Committee of the Whole

1. Hazard Mitigation Plan
  - a. Revised plan Chapters I thru V;
  - b. Plan Review Crosswalk from FEMA & EPA Region 10; and
  - c. Revised Chapter VI.

MOTION: Commissioner Kelly moved to postpone items under Committee of the Whole to the next meeting.

VOTE: The motion to postpone items under Committee of the Whole passed with Commissioners Kelly, Wall, Webb and Chair Buswell in favor and Commissioner Miller in opposition.

## **X. COMMUNICATIONS**

### A. Annexation report from Dittman

Mr. Yoder stated a report from Dittman was provided in the packet and gave a brief statement of the report.

B. Calendar Review October 2010

Commissioner Miller volunteered to attend City Council meetings in October.

C. Permit Information

Mr. Yoder provided a brief summary of the Planning Department's activities.

D. Enforcement Log

Mr. Yoder provided a brief summary of current enforcement issues.

**XI. AUDIENCE COMMENTS**

Mr. John Luburger:

- commented on the location of a new daycare facility; and
- noted that it was within close proximity to the proposed development area.

Mr. Blake Riekema stated his concerns regarding the decision made by the Planning Commission regarding Resolution Serial No. 10-10.

Mr. Rod Cottle stated his concerns regarding the Planning Commission approval of Resolution Serial No. 10-10.

Ms. Misty Holler:

- Stated her concern regarding the Planning Commission approval of Resolution Serial No. 10-10; and
- Thanked the Planning Commissioners for their service.

Mr. Dallas Massie:

- Thanked the Planning Commissioners for their service;
- Stated his concern regarding the Planning Commission approval of Resolution Serial No. 10-10; and
- Stated his opinion regarding the Planning Commission meeting.

Ms. Dianne Woodruff:

- Stated her opinion regarding the Planning Commission meetings; and
- Stated her opinion regarding the Resolutions discussed at the meeting tonight.

**XII. STAFF COMMENTS**

A. Staff Comments

Mr. Yoder:

- Spoke to the importance of public input; and
- Noted that he would appreciate all input regarding traffic within the City.



Mr. Payne:

- Spoke to WMC 2.60, Planning Commission, and added that it explains what the Commissioners duties and roles are;
- Commented on the importance of due diligence;
- Opined that the Planning Commissioners may want to consider asking staff for clarification on items prior to the meeting; and
- Noted his appreciation for the Planning Commission and the time and effort the Commissioners put into their duty.

### **XIII. COMMISSION COMMENTS**

#### **A. Commissioner Comments**

Commissioner Kelly:

- Addressed the voting as it pertains to Resolution Serial No. 10-10;
- Spoke regarding to the public's comments on traffic issues;
- Commented on development within the City and stressed the Planning Commission's responsibilities;
- Requested that for two items to be added to the Committee of the Whole on the agenda of July 27, 2010, those items being transportation and the Comprehensive Plan Update.

Commissioner Miller:

- Stated generally that he would like to see more information provided in the packets regarding facts in support of the proposed project;
- Commented on the Junk and Trash Resolution;
- Commented on updating the transportation portion of the Comprehensive Plan;
- Asked about design charrettes' with the community; and
- Commented on Robert's Rules of Order and how they apply to Planning Commission meetings.

Chair Buswell:

- Noted his favor for the issues brought forward; and
- Expressed his appreciation for this evening's discussions.

### **XIV. ADJOURNMENT**

The regular meeting adjourned at 9:58 PM.

ATTEST:



TAHIRIH KLEIN, Planning Clerk

Adopted by the Wasilla Planning Commission July 27, 2010.

  
A.C. BUSWELL, III, Chairman