



MAYOR
Verne E. Rupright

CITY PLANNER
Tina Crawford

WASILLA PLANNING COMMISSION

Dan King, Seat A
Daniel Kelly Jr., Seat B
Vacant, Seat C
Doug Miller, Seat D
Glenda Ledford, 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 25, 2011

- 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. City Attorney
 - B. City Council
 - C. City Planner
 - D. City Public Works Director
- VII. PUBLIC PARTICIPATION (*five minutes per person, for items not scheduled for public hearing*)
- VIII. CONSENT AGENDA
 - A. Minutes of December 14, 2010, meeting.

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

A. Public Hearing

1. **Resolution Serial No. 11-01:** Supporting the goals and initiatives for the five year Capital Improvement Program.
 - a. City Staff
 - b. Applicant
 - c. Private person supporting or opposing the proposal
 - d. Applicant

2. **Resolution Serial No. 11-02:** Repealing WMC 2.72, Historical Preservation Commission; amending WMC 16.04.070, Definitions, to add the definition of historical value; and amending WMC 16.16.050, Historic Resources, to add additional criteria and review requirements to determine potential historic value of buildings.
 - a. City Staff
 - b. Applicant
 - c. Private person supporting or opposing the proposal
 - d. Applicant

B. Committee of the Whole

1. WMC 16.16.060(B), Daycare Businesses in Commercial Zoning Districts.

X. UNFINISHED BUSINESS

XI. COMMUNICATIONS

- A. Calendar Review March/April 2011
- B. Permit Information
- C. Enforcement Log

XII. AUDIENCE COMMENTS

XIII. STAFF COMMENTS

XIV. COMMISSION COMMENTS

XV. ADJOURNMENT

REGULAR MEETING

I. CALL TO ORDER

The regular meeting of the Wasilla Planning Commission was called to order at 7:00 PM on Tuesday, December 14, 2010, in Council Chambers of City Hall, Wasilla, Alaska by A.C. Buswell, III, Chairman.

II. ROLL CALL

Commissioners present and establishing a quorum were:

- Mr. Dan King, Seat A
- Mr. Daniel Kelly, Jr., Seat B
- Vacant, Seat C
- Mr. Doug Miller, Seat D
- Ms. Glenda Ledford, Seat E
- Mr. Clark Buswell, Seat F
- Mr. Robert Webb, Seat G

Staff in attendance were:

- Mr. Marvin Yoder, Deputy Administrator
- Ms. Tina Crawford, City Planner
- Ms. Tahirih Klein, Planning Clerk

III. PLEDGE OF ALLEGIANCE

- A. Commissioner Ledford led the pledge of allegiance.

IV. APPROVAL OF AGENDA

GENERAL CONSENT: The agenda was approved as presented.

V. REPORTS

- A. City Attorney
No report given.
- B. City Council
Mr. Yoder provided a brief summary of the City Council meeting.
- C. City Planner

Ms. Crawford:

- stated the joint meeting with the City Council and Planning Commission will be on January 11, 2011; and
- stated a Resolution regarding electronic signs will be introduced to the City Council on January 24, 2011.

D. City Public Works Director

Mr. Yoder stated HDR was awarded the contract for the Parks Highway Alternate Corridor from the State of Alaska.

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: November 9, 2010

GENERAL CONSENT: Minutes were approved as presented.

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

A. Committee of the Whole

MOTION: Commissioner Kelly moved to enter into the Committee of the Whole at 7:12PM.

1. Discuss Draft Comprehensive Plan goals and objectives.

VOTE: The motion to enter into the Committee of the Whole passed unanimously.

MOTION: Commissioner Webb moved to exit the Committee of the Whole at 9:03PM.

VOTE: The motion to exit into the Committee of the Whole passed unanimously.

IX. UNFINISHED BUSINESS

There was no unfinished business.

X. COMMUNICATIONS

A. Calendar Review January/February 2011
Commissioner Ledford volunteered for January
Commissioner Kelly volunteered for February

There were no comments regarding the items below:

- B. Planning Commission meeting calendar for 2011
- C. Permit Information
- D. Enforcement Log

XI. AUDIENCE COMMENTS

No audience comments.

XII. STAFF COMMENTS

A. Staff Comments

Mr. Yoder thanked the Commissioners for their comments.

XIII. COMMISSION COMMENTS

A. Commissioner Comments

Commissioner Ledford stated it was a good meeting tonight.

Commissioner Webb stated he looks forward to his next PC term.

Commissioner King:

- stated he reported to the City Council and the meeting was very informative; and
- stated tonight's meeting was very good.

Commissioner Miller stated he would like the Library Committee and Planning Commission to review the site selection process for a new library.

Chair Buswell stated he would like the voting for the chair and vice chair on the agenda for the second meeting in January 2011.

XIV. ADJOURNMENT

The regular meeting adjourned at 8:53 PM.

ATTEST:

A.C. BUSWELL, III, Chairman

TAHIRIH KLEIN, Planning Clerk

Adopted by the Wasilla Planning Commission -, 2010.

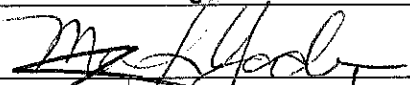



**CITY OF WASILLA
LEGISLATION STAFF REPORT**

RESOLUTION SERIAL NO. 11-01: A RESOLUTION OF THE WASILLA PLANNING COMMISSION SUPPORTING THE GOAL AND INITIATIVES FOR THE FIVE YEAR CAPITAL IMPROVEMENT PROGRAM.

Agenda of: January 25, 2011
Originator: Public Works Director

Date: January 18, 2011

Route to:	Department	Signature/Date
X	Interim Deputy Administrator	
X	Public Works Director	 1/18/11

Attachments: Planning Commission Resolution Serial No. 11-01 (2 pp)
5 Year Capital Improvement Program Project List FY2011 (1 p)

SUMMARY STATEMENT: Wasilla Municipal Code 2.60.010.B.8 states the Planning Commission shall investigate and prepare on an annual basis recommendations on a capital improvement program. Resolution Serial No. 11-01 provides a set of recommendations based on the 5-year capital improvement program adopted in the City's FY2011-FY2012 biennial budget. Since this is the second year of the biennial budget, the 5 year CIP remains unchanged with only minor changes. The proposed changes are as follows:

- 1) The Meta-Rose Building Elevator is being deferred since the Library has no plans to move into the building.
- 2) Airport Snow Removal Equipment funding is being made available this year from FAA, but we may not receive FAA funding for more airport apron work until FY2013.
- 3) Planned funding for the Lake Lucille Dam Restoration project did not occur.

STAFF RECOMMENDATION: Approve the adoption of Resolution Serial Number 11-01 providing recommendations on the City's Capital Improvement Program.

**WASILLA PLANNING COMMISSION
RESOLUTION SERIAL NO. 11-01**

**A RESOLUTION OF THE WASILLA PLANNING COMMISSION SUPPORTING THE
GOALS AND INITIATIVES FOR THE FIVE YEAR CAPITAL IMPROVEMENT
PROGRAM.**

WHEREAS, the Wasilla City Council adopts goals and initiatives each year as part of the budget process; and

WHEREAS, the Wasilla Planning Commission is required to prepare recommendations on a capital improvement program.

NOW, THEREFORE, BE IT RESOLVED, that the Wasilla Planning Commission recommends the following goals and initiatives for the five year capital improvement program:

- 1) Provide funding for Local Improvement Districts to pave neighborhood roads and funding to upgrade other city streets.
- 2) Continue to seek funding to expand the capacity of the sewage treatment plant.
- 3) Continue to seek funding to expand the water utility's drinking water and fire flow capacity.
- 4) Continue to seek funding for S. Mack Drive Extension to Knik-Goose Bay Road and the new road to the airport.
- 5) Continue to seek funding for the Alaska Department of Transportation to construct the Main Street Couplet.

- 6) Continue to work with the Borough and the State in planning and funding the transportation network through and around Wasilla.
- 7) Continue to seek funding for projects that support economic development at the airport.
- 8) Continue to seek funding for a new library and other downtown improvements.
- 9) Continue to seek funding to improve the water quality in Lake Lucille, Wasilla Lake, and Cottonwood Creek.
- 10) Provide funding to upgrade and enhance public parks, trails and other pedestrian facilities.
- 11) Provide funding for the continued upgrade of Public Works Road Maintenance and Utility heavy equipment.

APPROVED by the Wasilla Planning Commission on -, 2011.

APPROVED:

A. C. Buswell, III, Chairman

ATTEST:

Tina Crawford, City Planner

PROJECTS	Est. Cost	Local	FY11 State	Federal	Local	FY12 State	Federal	Local	FY13 State	Federal	Local	FY14 State	Federal	Local	FY15 State	Federal
BUILDINGS AND EQUIPMENT																
City Hall Improvements	95,000	95,000														
City Hall Improvements	100,000	100,000														
Meigs Base Elevator	100,000	100,000														
Museum Env Displays	50,000															
New Tanker Truck	150,000															
New City Shop Building	350,000															
New Dump Truck	100,000															
New Grader	250,000															
New Street Sweeper	95,000															
New Road Brusher	200,000															
Townsite Restoration	100,000	100,000														
New 5 yrs Sander Truck	100,000															
GENERAL ADMINISTRATION																
Finance Software	150,000															
Land Acquisition	300,000															
Records Retention Software	100,000															
Records Updater	25,000															
MUNICIPAL REPORT																
AMERICAN REPORT	3,525,318	35,527	35,527	1,350,000	35,316	26,316	1,000,000	26,316	26,316	1,000,000	25,000	78,948	3,000,000	263,160	263,160	10,000,000
Aviation Avenue Extension	3,000,000															
Community Deadfield	25,000															
Industrial Action Area	5,263,160															
Runway Extension to 5,000 ft	15,789,480															
Snow Removal Equipment	1,025,000															
PARKS & RECREATION																
Bumpus Rec. Complex Imp	100,000															
Centenary Road Paving Ph 2	40,000															
Lake Lucille Park Imp	75,000															
Refurbish Improvements	225,000															
Lake Lucille Water Quality	700,000															
Newcomb Park Improvements	60,000															
Murley Park Improvements	80,000															
Trails	100,000															
PLANNING																
Annexation Study	20,000															
Comp Plan Implementation	25,000															
Comprehensive Plan Update	20,000															
Downtown Dev. Plan Ph 2	100,000															
Subdivision Dev. Standards	100,000															
Economic Development Plan	40,000															
POLICE																
Building Improvements	60,000															
Recruit Training	20,000															
ROADS																
City Road Paving	625,000	125,000														
Esplanade/ROY	60,000															
Lake Lucille Dam Restoration	300,000															
Nelson Ave. Rehab	600,000															
Riley Avenue Extension	4,000,000															
South Neck Extension	20,000,000															
Street Lighting LED Imp	75,000															
Swanson Ave. Rehab	1,000,000															
Rail Road Crossings	170,000	20,000														
SPORTS COMPLEX																
Ballfields	500,000															
Replacement Lighting	30,000															
City Events Marquee Sign	25,000															
Archery Equipment	15,000															
Chairs and Tables	20,000															
Sport Court Windows	100,000															
Parking	250,000															
Outdoor Ice rink	350,000															
Portable Bleachers	30,000															
SOUND SYSTEM																
Sound System	25,000															
TRAILS																
TRAILS	25,000															
UTILITIES																
Downtown Water Station	1,232,854		1,232,854													
Field & Mill Development	600,000															
Field & Mill Development	2,000,000															
Redstone Sewer	1,000,000															
Bumpus Well Development	300,000															
1307 Laine Water	800,000															
Sectic Tank Replacement	235,000															
Sectic Tank Replacement	300,000															
Sewer Pump Truck	3,000,000															
Sewer Plant Expansion	50,000															
Water/Sewer Security Repairs	420,000															
Water/Sewer Main Repairs	420,000															
PROJECT TOTAL	\$70,851,612	75,000														
TOTAL LOCAL	\$5,985,104	\$880,527														
TOTAL STATE	\$43,312,858		\$4,268,331													
TOTAL FEDERAL	\$24,373,750			\$1,350,000												



**CITY OF WASILLA
LEGISLATION STAFF REPORT**

Resolution Serial No. 11-02: Recommending that the City Council repeal WMC 2.72, Historical Preservation Commission; amend WMC 16.04.070, Definitions, to add the definition of historical value; and amend WMC 16.16.050, Historic Resources, to add additional criteria and review requirements to determine potential historic value of buildings.

Agenda of: January 25, 2011

Date: January 18, 2011

Originator: Tina Crawford, City Planner *TC*

Route to:	Department	Signature/Date
X	Interim Deputy Administrator	<i>Manly</i>

Attachments: Resolution Serial No. 11-02 (7 pp)

SUMMARY STATEMENT: WMC 2.72 established a Historical Preservation Commission as an advisory board on historical matters. That Section defined specific areas of expertise for the members. To date the members of this Commission have not been appointed nor has the City received applications from residents that meet the criteria demanded in the ordinance.

On July 13, 2010, the Planning Commission voted to recommend that the City Council amend WMC 2.72 to abolish the Historical Preservation Commission and allow the historic value review to be completed by the Wasilla Historical Society for any land use permits (Copies of WMC 2.72 and the approved minutes and resolution from July 13, 2010 are attached.)

After the Planning Commission meeting in July, it was determined that the WMC 2.72 should be repealed and the requirement for historical review be adopted in Title 16, the City's Land Development Code, which contains all of the land use permit review requirements.

STAFF RECOMMENDATION: Approve the adoption of Resolution Serial No. 11-02.

**WASILLA PLANNING COMMISSION
RESOLUTION SERIAL NO. 11-02**

A RESOLUTION OF THE WASILLA PLANNING COMMISSION RECOMMENDING THAT THE WASILLA CITY COUNCIL REPEAL WMC 2.72, HISTORICAL PRESERVATION COMMISSION; AMEND WMC 16.04.070, DEFINITIONS, TO ADD THE DEFINITION OF HISTORICAL VALUE; AND AMEND WMC 16.16.050, HISTORIC RESOURCES, TO ADD ADDITIONAL CRITERIA AND REVIEW REQUIREMENTS TO DETERMINE POTENTIAL HISTORIC VALUE OF BUILDINGS.

WHEREAS, it is a goal of the Wasilla Planning Commission to preserve historic properties in the community;

WHEREAS, the members of the Wasilla Historical Society have information about historical structures in Wasilla;

WHEREAS, the society is willing to provide information about structures with historical significance;

WHEREAS, the public hearing date and time was publicly advertised;

WHEREAS, on January 25, 2011, the Wasilla Planning Commission held a public hearing on this request; and

WHEREAS, after due consideration, the Wasilla Planning Commission determined the enactment of following revisions is consistent with the goals and policies of the City Comprehensive Plan:

Repeal of section. Repealing WMC 2.72, Historical Preservation, as follows:

[2.72.010 ESTABLISHMENT, DUTIES AND COMPENSATION.

A. THE HISTORICAL PRESERVATION COMMISSION SHALL CONSIST OF SEVEN MEMBERS, TWO MEMBERS WHO ARE RESIDENTS OF THE CITY AND

Bold and underline added. [CAPS AND BRACKETS, DELETED.]

FIVE MEMBERS WHO ARE NOT REQUIRED TO BE CITY RESIDENTS.
COMMISSIONERS SHALL BE APPOINTED AS FOLLOWS:

1. TWO MEMBERS WHO ARE RESIDENTS OF THE CITY;
2. ONE MEMBER FROM THE WASILLA-KNIK HISTORICAL SOCIETY;
3. ONE MEMBER TO BE RECOMMENDED BY THE KNIK TRIBAL COUNCIL;
4. ONE PROFESSIONAL ARCHEOLOGIST;
5. ONE PROFESSIONAL HISTORIAN; AND
6. ONE ARCHITECTURAL HISTORIAN/ARCHITECT.

B. THE COMMISSION SHALL:

1. DEVELOP A LOCAL HISTORICAL PRESERVATION PLAN TO INCLUDE PROVISIONS FOR IDENTIFICATION AND PROTECTION OF THE CITY'S SIGNIFICANT HISTORIC AND PREHISTORIC SITES, PROTECTION OF SENSITIVE INFORMATION, AND INTERPRETATION OF THE CITY'S SIGNIFICANT HISTORIC AND PREHISTORIC SITES. SUCH PLAN SHOULD BE COMPATIBLE WITH THE ALASKA HISTORIC PRESERVATION PLAN AND PRODUCE INFORMATION COMPATIBLE WITH AND FOR THE ALASKA HERITAGE RESOURCES SURVEY DATABASE.
2. REVIEW AND MAKE RECOMMENDATIONS TO THE CITY PLANNING COMMISSION ABOUT LOCAL PROJECTS THAT MIGHT AFFECT HISTORIC AND PREHISTORIC SITES.
3. DEVELOP A LOCAL REGISTER OF HISTORIC PLACES FOR HISTORIC AND PREHISTORIC SITES WITHIN THE CITY. DESIGNATION AS

Bold and underline added. [CAPS AND BRACKETS, DELETED.]

A HISTORIC PLACE SHALL BE BASED ON A CRITERIA OF EVALUATION AS FOLLOWS:

- A. TRIBUTION TO THE BROAD PATTERNS OF WASILLA'S DEVELOPMENT/HISTORY;
 - B. ASSOCIATED WITH THE LIVES OF PERSONS, EITHER LIVING OR DECEASED, THAT ARE SIGNIFICANT TO WASILLA;
 - C. EMBODIED THE DISTINCTIVE CHARACTERISTICS OF A TYPE, PERIOD, OR METHOD OF CONSTRUCTION, OR REPRESENT THE WORK OF A LOCALLY OR NATIONALLY KNOWN MASTER, OR POSSESS HIGH OR UNIQUE ARTISTIC VALUES, OR REPRESENT A SIGNIFICANT AND DISTINGUISHABLE ENTITY WHOSE COMPONENTS MAY LACK INDIVIDUAL DISTINCTION; THIS CRITERIA APPLIES TO ARCHITECTURAL SIGNIFICANCE; OR
 - D. YIELDED, OR MAY BE LIKELY TO YIELD, INFORMATION IMPORTANT IN WASILLA'S PREHISTORY OR HISTORY; THIS CRITERIA APPLIES MOSTLY TO ARCHEOLOGICAL SITES.
4. IDENTIFY HISTORIC DISTRICTS WITHIN THE CITY FOR NOMINATION ON THE NATIONAL, STATE AND LOCAL REGISTERS OF HISTORIC PLACES.
 5. REVIEW AND DEVELOP NOMINATIONS TO THE NATIONAL, STATE, AND LOCAL REGISTERS FOR HISTORIC AND PREHISTORIC SITES WITHIN THE CITY.

Bold and underline added. [CAPS AND BRACKETS, DELETED.]

6. SUPPORT CONTINUED REHABILITATION, RESTORATION, AND PRESERVATION OF HISTORIC AND PREHISTORIC SITES WITHIN CITY LIMITS THAT ARE LISTED ON THE NATIONAL, STATE, AND LOCAL REGISTERS OF HISTORIC PLACES.

7. ACT IN AN ADVISORY ROLE TO THE WASILLA-KNIK HISTORICAL SOCIETY, THE DOROTHY PAGE MUSEUM, AND THE ALASKA STATE HISTORIC PRESERVATION OFFICE ON ALL MATTERS CONCERNING HISTORIC SITES IN THE CITY.

8. WORK TOWARD CONTINUING EDUCATION OF CITIZENS REGARDING HISTORIC PRESERVATION.

9. SUPPORT THE ENFORCEMENT OF THE NATIONAL HISTORIC PRESERVATION ACT AND THE ALASKA HISTORIC PRESERVATION ACT.

10. PERFORM OTHER ACTIVITIES WHICH ARE NECESSARY AND PROPER TO CARRY OUT THE ABOVE DUTIES AS DETERMINED BY THE COUNCIL THAT ARE BENEFICIAL TO CARRY OUT THE HISTORIC PRESERVATION GOALS OF THE CITY.

11. WORK WITH THE COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT WHEN UPDATING THE COMPREHENSIVE PLAN AND WITH FUTURE ECONOMIC DEVELOPMENT ISSUES.

C. THE COMPENSATION OF EACH COMMISSION MEMBER SHALL BE SEVENTY-FIVE DOLLARS (\$75.00) PER MEETING ATTENDED

Bold and underline added. [CAPS AND BRACKETS, DELETED.]

2.72.020 OFFICERS.

A. THE COMMISSION SHALL HAVE A CHAIRPERSON AND VICE-CHAIRPERSON.

B. THE RECREATION AND CULTURAL SERVICES MANAGER, OR DESIGNEE, SHALL ACT AS THE SECRETARY OF THE COMMISSION.

2.72.030 MEETINGS.

A. THE COMMISSION SHALL MEET AT LEAST ONCE PER QUARTER OR MORE OFTEN, AS DEEMED NECESSARY BY THE COMMISSION. SPECIAL MEETINGS MAY BE CALLED BY THE CHAIRPERSON OR AT THE REQUEST OF TWO COMMISSION MEMBERS. IN COMPLIANCE WITH THE OPEN MEETINGS ACT, ONLY THOSE MATTERS STATED IN THE PUBLIC NOTICE MAY BE ACTED UPON AT A SPECIAL MEETING.]

Amendment of section. WMC 16.04.070, Definitions, is hereby amended to read as follows:

The following definitions pertain only to this chapter.

“Historical Value” means a building or structure constructed within or relocated into the city limits prior to 1970 that is determined to have one or more of the following characteristics:

1. **Associated with events that have made a significant contribution to the broad patterns of the city’s development/history;**
2. **Associated with the lives of persons, either living or deceased, that are significant to the city; or**

Bold and underline added. [CAPS AND BRACKETS, DELETED.]

3. Embodies the distinctive characteristics of a type, period or method of construction, or represent the work of a locally or nationally known master, or possess high or unique artistic values, or represent a significant and distinguishable entity whose components may lack individual distinction; this criteria applies to architectural significance.

Amendment of Section. Subsection A of WMC 16.16.050, General Approval Criteria, is hereby amended to read as follows:

18. **Historic Resources.** The proposed use shall not adversely impact any historic resource prior to the assessment of that resource by the city. When a permit is submitted to the city planner for review of a change of use, demolition, or addition to an existing structure built within or moved into the city limits prior to 1970, the permit shall not be approved until the following occurs:

1. The permit is forwarded to the Wasilla-Knik Historical Society (Historical Society) for review to determine if the building or structure has historical value (see WMC 16.04.070 Definitions). The Historical Society shall have 14 calendar days from the date the request is forwarded from the city to review and provide written comments to the city planner. If no response is received within 14 calendar days, the permit will be deemed to have no significant historical value.

2. If the Historical Society provides written comments within 14 calendar days, the city planner shall set up a meeting with the

Bold and underline added. [CAPS AND BRACKETS, DELETED.]

**developer or developer's agent to discuss the Historical Society's
comments and the future of the historically valuable property.**

NOW, THEREFORE BE IT RESOLVED, that the Wasilla Planning Commission hereby forwards their support for adoption of these proposed revisions code to the Wasilla City Council.

APPROVED by the Wasilla Planning Commission on -, 2011.

APPROVED:

A.C. Buswell, III, Chairman

ATTEST:

Tina Crawford, City Planner

Bold and underline added. [CAPS AND BRACKETS, DELETED.]

Chapter 2.72
HISTORICAL PRESERVATION COMMISSION

Sections:

- 2.72.010 Establishment, duties and compensation.
- 2.72.020 Officers.
- 2.72.030 Meetings.

2.72.010 Establishment, duties and compensation.

A. The historical preservation commission shall consist of seven members, two members who are residents of the city and five members who are not required to be city residents. Commissioners shall be appointed as follows:

1. Two members who are residents of the city;
2. One member from the Wasilla-Knik Historical Society;
3. One member to be recommended by the Knik Tribal Council;
4. One professional archeologist;
5. One professional historian; and
6. One architectural historian/architect.

B. The commission shall:

1. Develop a local historical preservation plan to include provisions for identification and protection of the city's significant historic and prehistoric sites, protection of sensitive information, and interpretation of the city's significant historic and prehistoric sites. Such plan should be compatible with the Alaska Historic Preservation Plan and produce information compatible with and for the Alaska Heritage Resources Survey database.
2. Review and make recommendations to the city planning commission about local projects that might affect historic and prehistoric sites.
3. Develop a local register of historic places for historic and prehistoric sites within the city. Designation as a historic place shall be based on a criteria of evaluation as follows:
 - a. Associated with events that have made a significant contribution to the broad patterns of Wasilla's development/history;
 - b. Associated with the lives of persons, either living or deceased, that are significant to Wasilla;
 - c. Embodied the distinctive characteristics of a type, period, or method of construction, or represent the work of a locally or nationally known master, or

possess high or unique artistic values, or represent a significant and distinguishable entity whose components may lack individual distinction; this criteria applies to architectural significance; or

d. Yielded, or may be likely to yield, information important in Wasilla's prehistory or history; this criteria applies mostly to archeological sites.

4. Identify historic districts within the city for nomination on the national, state and local registers of historic places.

5. Review and develop nominations to the national, state, and local registers for historic and prehistoric sites within the city.

6. Support continued rehabilitation, restoration, and preservation of historic and prehistoric sites within city limits that are listed on the national, state, and local registers of historic places.

7. Act in an advisory role to the Wasilla-Knik Historical Society, the Dorothy Page Museum, and the Alaska State Historic Preservation Office on all matters concerning historic sites in the city.

8. Work toward continuing education of citizens regarding historic preservation.

9. Support the enforcement of the National Historic Preservation Act and the Alaska Historic Preservation Act.

10. Perform other activities which are necessary and proper to carry out the above duties as determined by the council that are beneficial to carry out the historic preservation goals of the city.

11. Work with the community and economic development department when updating the comprehensive plan and with future economic development issues.

C. The compensation of each commission member shall be seventy-five dollars (\$75.00) per meeting attended. (Ord. 09-15(AM) § 2, 2009; Ord. 08-43(AM) § 2 (part), 2008)

2.72.020 Officers.

A. The commission shall have a chairperson and vice-chairperson.

B. The recreation and cultural services manager, or designee, shall act as the secretary of the commission. (Ord. 08-43(AM) § 2 (part), 2008)

2.72.030 Meetings.

A. The commission shall meet at least once per quarter or more often, as deemed necessary by the commission. Special meetings may be called by the chairperson or at the request of two commission members. In compliance with the Open Meetings Act, only those matters stated in the public notice may be acted upon at a special meeting. (Ord. 08-43(AM) § 2 (part), 2008)

This page of the Wasilla Municipal Code is current through Ordinance 10-43, adopted December 13, 2010.

Disclaimer: The City Clerk's Office has the official version of the Wasilla Municipal Code. Users should contact the City Clerk's Office for ordinances passed subsequent to the ordinance cited above.

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(<http://www.cityofwasilla.com/>)
Telephone: 907-373-9090

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

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.



**CITY OF WASILLA
LEGISLATION STAFF REPORT**

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.

Agenda of: July 13, 2010
Originator: Marvin Yoder

Date: June 31, 2010

Route to:	Department	Signature/Date
	Chief of Police	
	Finance Director	
X	Interim Deputy Administrator	<i>Marvin Yoder 7/2/2010</i>
	City Clerk	

REVIEWED BY MAYOR VERNE E. RUPRIGHT: _____

FISCAL IMPACT: yes no Funds Available yes no

Account name/number: ###-####-###-##-##

Attachments: Resolution Serial No. 10-13 (2 pp)

SUMMARY STATEMENT: WMC 2.72 establishes a Historical Preservation Commission as an advisory board on historical matters. The Ordinance defines specific areas of expertise for the members. To date the members of this commission have not been appointed nor has the city received applications from residents that meet the criteria demanded in the ordinance.

This resolution recommends that the City Council abolish this commission and instead rely on the Wasilla Historical Society to recommend structures that have historical significance.

The Wasilla Historical Society has knowledge about historical structures in Wasilla and is willing to provide information about which structures have historical significance. The resolution formalizes the responsibilities of the Planning Department to help preserve historic properties in the community.

STAFF RECOMMENDATION: Approve the adoption of Resolution Serial No. 10-13.

By: Planning
Public Hearing: 07/13/10
Adopted: 07/13/10

**WASILLA PLANNING COMMISSION
RESOLUTION SERIAL NO. 10-13**

**A RESOLUTION OF THE WASILLA PLANNING COMMISSION RECOMMENDING
THE WASILLA CITY COUNCIL ENACT WMC 2.72, REQUIRING THE
INVESTIGATION OF POTENTIAL HISTORIC BUILDING UPON THE REQUEST OF A
USE PERMIT.**

WHEREAS, it is a goal of the Wasilla Planning Commission to preserve historic properties in the community; and

WHEREAS, the members of the Wasilla Historical Society have information about historical structures in Wasilla; and

WHEREAS, the society is willing to provide information about structures with historical significance; and

WHEREAS, on July 13, 2010, after due consideration, the Wasilla Planning Commission determined the enactment of new code is consistent with the goals and policies of the City Comprehensive Plan; and

WHEREAS, WMC 2.72, Historical Preservation, hereby reads as follows:

CHAPTER 2.72

HISTORICAL PRESERVATION

A. When a use permit is required for the remodeling or renovation to an existing structure built or moved in the City prior to 1970, the use permit shall not be approved until an investigation into the potential historic value to the community has completed.

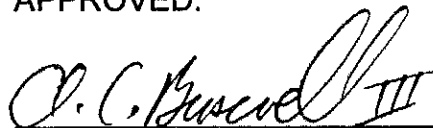
B. The Planning department shall request a written response as to the historical value from the Wasilla Historical Society if the structure under consideration was built or moved prior 1970. Due consideration will be given to the response from the Historical Society. Once the Historic Society's response has been distributed the City of Wasilla and the property owner shall endeavor to meet and discuss the report and future of the historic property.

C. The Wasilla Historical Society will issue their written response within 14 calendar days after the request for the use permit. The City shall evaluate the opinion within 3 regular work days. If the Historic Society has not responded the within 14 calendar days of the application the historical preservation investigation will be deemed complete.

NOW, THEREFORE BE IT RESOLVED, that the Wasilla Planning Commission approves of this enactment of the proposed new code and hereby forwards their support for adoption of this code to the Wasilla City Council.

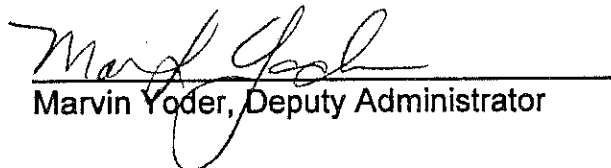
ADOPTED by the Wasilla Planning Commission on July 13, 2010.

APPROVED:



A.C. Buswell, III, Chairman

ATTEST:



Marvin Yoder, Deputy Administrator

VOTE: Passed Unanimously



	<i>Approved</i>	<i>Denied</i>
Action taken	None	None
Other:		
Date of Commission Action:		
Verified by:		

WASILLA CITY PLANNING COMMISSION IM No. 11-01

TITLE: Day Care Regulations in Commercial Zoning Districts

MEETING DATE: January 25, 2011

REQUESTED BY: Tina Crawford, AICP, City Planner *TC*

DATE PREPARED: January 18, 2011

ATTACHED: Applicable Title 16 Regulations Regarding Day Care Businesses in Commercial Zoning Districts

SUMMARY STATEMENT:

During a review of a Use Permit for a day care business located in the Commercial zoning district, it was noted that the specific approval criteria for a day care in Section 16.16.060(B) limits the business to 25 children for the Rural Residential (RR), Single-Family District (R-1), Residential District (R-2), and the Commercial zoning districts. Residential Multifamily (RM) is the only other zoning district that allows a day care business but that district is not subject to the 25 children limitation. **NOTE:** See attached excerpts from Section 16.20.020, District Use Chart, and Section 16.16.060, Specific Approval Criteria and letter of support from day care business owner.

This limitation on the number of children appears appropriate for the RR, R-1, and R-2 zoning districts, due to the potential negative impacts to residential neighborhoods from the additional noise and traffic generated by day care businesses. Restricting the number of children will help keep the impacts at a more compatible neighborhood scale. However, it does not appear appropriate or necessary for the Commercial zoning district, since this district is intended to allow more intense commercial uses that are currently required to provide appropriate buffering and screening between commercial business and any adjoining residential use.

STAFF RECOMMENDATION:

Staff is seeking input from the Planning Commission regarding a resolution to be heard at the February 8, 2011, public meeting that recommends that the City Council remove the limit on the number of children for day care businesses located in the Commercial zoning district. Staff is also requesting that the Planning Commission discuss changing the District Use Chart to allow day care business in the Commercial zoning district as an Administrative Approval (AA) instead of a Use Permit (UP), which is consistent with the requirements for a commercial use (less than 10,000 s.f.) in Commercial zoning.

Districts	RR Rural	R1 Single- Family	R2 Residential	RM Multifamily	C Commercial	I Industrial	P Public
Uses							
Automotive Sales	UP	EX	EX	EX	AA	AA	EX
Batch Plant	EX	EX	EX	EX	UP	AA	EX
Commercial 10,000 GFA or less	AA	EX	EX	CU	AA	UP	UP
Commercial more than 10,000 GFA	EX	EX	EX	EX	CU	UP	EX
Convenience Store	AA	EX	UP	EX	UP	EX	EX
Day Care	AA	UP	UP	UP	UP	EX	EX

16.16.060 Specific approval criteria.

The following uses are subject to the preceding general criteria and these additional approval standards:

B. Day Care. In the RR, R1, R2 and C districts the following apply:

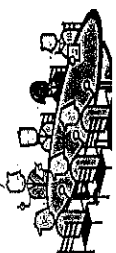
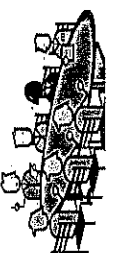
1. A day care facility is limited to less than twenty-five (25) people.
2. Play areas must be adequately screened and buffered from adjacent residential property.

NOTE: DAY CARE BUSINESSES ARE THE ONLY USES OUT OF THE LIST ABOVE THAT HAVE ADDITIONAL APPROVAL CRITERIA. ALSO, THESE CRITERIA DO NOT APPLY TO DAY CARE BUSINESSES IN THE RESIDENTIAL MULTIFAMILY ZONING DISTRICT (RM).

MARCH

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p>Commissioner _____ will represent the Commission at the March 2011 Council meeting.</p>	1	2	3	4
7	<p>8 7:00 PM-WPC MTG (CITY HALL)</p> 	9	10	11
14 CITY COUNCIL MTG	15	16	17	18
21	<p>22 7:00 PM-WPC MTG (CITY HALL)</p> 	<p>23 1:30 p.m. Transportation Advisory Board Details: Lower Level Conference Room</p>	24	25
28 HOLIDAY (Seward's Day)	29	30	31	<p>Commissioner _____ will represent the Commission at the April 2011 Council meeting.</p>

APRIL

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
<p>Commissioner _____ will represent the Commission at the April 2011 Council meeting.</p>				1
4	5	6	7	8
<p>11 CITY COUNCIL MTG</p>	<p>12 7:00 PM-WPC MTG (CITY HALL) </p>	13	14	15
18	19	22 1:30 P.m. Transportation Advisory Board Details: Lower Level Conference Room	21	22
25 CITY COUNCIL MTG	<p>26 7:00 PM-WPC MTG (CITY HALL) </p>	27	28	29 Commissioner _____ will represent the Commission at the May 2011 Council meeting.



Code Compliance Log November 2010



DATE	COMPL. DISP. SELF	NAME/ADDRESS	INF. CON.	LTR. ISS?	CASE STATUS	NOTES
11/1/2010	PAT	300 W Swanson	N	N	Assist patrol with trespasser	10-68178
11/1/2010	D	Body Renew	Y	N	HCP parking violation	10-68182 citation W 046537
11/2/2010	S	Target	Y	N	HCP parking violation	10-68313 citation W 046538
11/2/2010	D	Fred Meyer	Y	N	Theft III citation	10-68385 citation W 046544
11/3/2010	S	Lake Lucille Park	N	N	Facility and security check	10-68478
11/3/2010	S	Wal Mart	Y	N	Business license check- vendor	10-68498
11/3/2010	S	Seward Meridian/Fireweed	Y	N	Motorist assist	10-68500
11/3/2010	C	3001 Tamarak	Y	N	Barking dog complaint	10-68436 verbal warning
11/3/2010	S	Chili's	Y	N	Off premise sign violation	10-68538 verbal warning
11/3/2010	PAT	Wendy's	N	N	Assist patrol w/suspicious subject	10-68583
11/4/2010	FUP	Palmer court	Y	N	Traffic court	
11/4/2010	C	Lake Lucille powerline	Y	N	Abandoned vehicle	10-68742
11/8/2010	S	Lake Lucille Park	N	N	Facility and security check	10-69403
11/8/2010	FUP	Lake Lucille powerline	Y	N	Abandoned vehicle	10-68742
11/9/2010	D	Wonderland Park	N	N	Suspicious person	10-69599
11/9/2010	FUP	Lake Lucille powerline	Y	N	Abandoned vehicle	10-68742
11/9/2010	S	Holiday Station	Y	N	HCP parking violation	10-69633 citation W 046539
11/9/2010	D	529 Talkeetna	N	N	Assist patrol with alarm	10-69637
11/10/10	D	Burger King	N	N	Property complaint	10-69739 unfounded
11/10/10	S	Fred Meyer	Y	N	HCP parking violation- misuse	10-69745 citation W 046542
11/10/10	S	Fred Meyer	Y	N	Trespassing violation	10-69745 citation W 046550
11/10/10	S	Fred Meyer		N	HCP parking violation	10-69787 citation W 046545
11/10/10	S	Charter College			HCP parking violation	10-69799 citation W 046546
11/10/10	S	Target			HCP parking violation	10-69806 citation W 046547
11/15/2010	C	925 Gambit	Y	N	Use/trash violation	10-9029 verbal warning
11/15/2010	D	Parks & Church	N	N	MVA traffic control	10-70606
11/16/2010	D	1560 Chattaroy	Y	N	Dog welfare check	10-70742 verbal warning
11/17/2010	C	910 Century Cir.	Y	N	Land use permit violation	10-70887 verbal warning
11/17/2010	C	1551 W Melanie	Y	N	Land use permit violation	10-70899 verbal warning
11/17/2010	C	Carrs	Y	N	HCP parking violation- misuse	10-70915 citation W 046541
11/17/2010	D	800 Arnold Palmer	Y	N	Impound 2 RAL dogs	10-70924
11/17/2010	D	Mile 1.5 KGB	N	N	DOA dog in roadway	10-70933



Code Compliance Log November 2010



DATE	COMPL. DISP. SELF	NAME/ADDRESS	INF. CON.	LTR. ISS?	CASE STATUS	NOTES
11/18/2010	S	710 Peck	Y	N	On street parking citation	10-71073 citation W 046062
11/18/2010	S	Fred Meyer			HCP parking violation	10-71087 citation W 046548
11/18/2010	C	Fred Meyer	N	N	Abandoned puppy	10-71106
11/18/2010	C	1026 Dellwood # 2	Y	N	Excessive trash	10-71123 verbal warning
11/18/2010	S	Target	Y	N	HCP parking violation	10-71132 citation W 046549
11/22/2010	D	1383 Minnetonka	Y	N	RAL cat	10-71774
11/22/2010	S	Lake Lucille Park	N	N	Facility and security check	10-71830
11/22/2010	S	Target	Y	N	HCP parking violation	10-71858 citation W 046551
11/22/2010	S	Carrs	Y	N	HCP parking violation	10-71863 citation W 046552
11/22/2010	S	Post Office	Y	N	HCP parking violation	10-71870 citation W 046553
11/22/2010	C	1801 Melanie	Y	N	RAL pig	10-71891
11/23/2010	S	Fred Meyer			HCP parking violation	10-71979 citation W 046554
11/24/2010	ADMIN	Mekong Thai Cuisine	N	N	Liquor License Review	10-72165
11/24/2010	ADMIN	Last Frontier Brewpub	N	N	Liquor License Review	10-72166
11/24/2010	ADMIN	Last Frontier Brewpub	N	N	Liquor License Review	10-72167
11/24/2010	ADMIN	Evangelos	N	N	Liquor License Review	10-72168
11/24/2010	ADMIN	Peking Restaurant	N	N	Liquor License Review	10-72169
11/24/2010	ADMIN	Sakura Sushi	N	N	Liquor License Review	10-72170
11/24/2010	ADMIN	Red Robin	N	N	Liquor License Review	10-72171
11/29/2010	D	Riley & Centerpoint	N	N	RAL dog	10-73002 unable to catch
11/29/2010	D	Riley & Centerpoint	N	N	RAL dog	10-73002 unable to catch
11/29/2010	S	Carrs	Y	N	HCP parking violation	10-73035 citation W 046555
11/29/2010	S	Carrs	Y	N	HCP parking violation	10-73047 citation W 046560
11/30/2010	D	1851 W Glacier	Y	N	RAL cat	10-73220 impound
11/30/2010	S	Lake Lucille Park	N	N	Facility and security check	10-73300

PERMIT INFORMATION 2011							STATUS/ ZONE
DATE	PERMIT	TYPE SO/FTG	LEGAL	SUBD	NAME	STREET	
ADMINISTRATIVE APPROVAL							
01/05/10	A11-01	COFFEE STAND	5174B11L002A	KENNEDY ADD	WATTS, CAMILLE	460 S KNIK-GOOSE BAY	C
USE PERMITS							
CONDITIONAL USE PERMITS							
PLANNED UNIT DEVELOPMENT (PUD)							
REZONE							
PENDING	R11-01	REZONE	2542000L003		SUMMERS, AARON & ANGELA	1470 N WASILLA- FISHHOOK RD	RR
			17N01W07A004 PTN				
PENDING	R11-02	REZONE	17N01W08B004 PTN		LUNDGREN, GARY	401 N CHURCH RD	RR
LEGAL NON-CONFORMING USE							
SHORELINE SETBACK							
AMNESTY							