



MAYOR
Verne E. Rupright

CITY PLANNER
Tina Crawford

WASILLA PLANNING COMMISSION

Vacant, Seat A
Daniel Kelly Jr., Seat B
Steven DeHart, 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 24, 2012

- 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 *(five minutes per person, for items not scheduled for public hearing)*
- VII. CONSENT AGENDA
 - A. Minutes of January 10, 2012, regular meeting.

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

A. Public Hearing

1. **Resolution Serial No. 12-03:** Requesting that the Alaska Department of Transportation and Public Facilities submit the plans for the proposed Parks Highway Lucas Road to Big Lake cutoff reconstruction and the Knik-Goose Bay Road reconstruction, Centaur Avenue – Vine Road, road projects to the Planning Commission for review and approval as required in AS 35.30.010.
 - a. City Staff
 - b. Applicant
 - c. Private person supporting or opposing the proposal
 - d. Applicant

IX. UNFINISHED BUSINESS

A. Committee of the Whole

1. Planning Commission training – Part 2 – Continued from December 13, 2011 meeting.

X. COMMUNICATIONS

- A. Permit Information
- B. Enforcement Log

XI. AUDIENCE COMMENTS *(five minutes per person)*

XII. STAFF COMMENTS

XIII. COMMISSION COMMENTS

XIV. 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, January 10, 2012, 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. Patrick Brown, Seat A
Mr. Daniel Kelly, Jr., Seat B
Mr. Steven DeHart, Seat C
Mr. Doug Miller, Seat D (arrived at 7:24 PM)
Ms. Glenda Ledford, Seat E
Mr. Clark Buswell, Seat F
Mr. Robert Webb, Seat G

Staff in attendance were:

Mr. Archie Giddings, Public Works Director
Mr. Bert Cottle, Deputy Administrator
Ms. Tina Crawford, City Planner
Ms. Sandi Connelly, Public Works Clerk
Mr. Richard Payne, City Attorney

III. PLEDGE OF ALLEGIANCE

A. Commissioner Brown led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

GENERAL CONSENT: The agenda was approved as amended.

MOTION: Commissioner Kelly moved to amend the agenda to move Agenda Item Number V, ELECTION OF THE PLANNING COMMISSION CHAIR AND VICE-CHAIR, after Agenda Item Number X, UNFINISHED BUSINESS.

VOTE: Motion to amend the agenda passed unanimously.

V. REPORTS

A. Matanuska-Susitna Borough Assembly Member Steve Colligan

Mr. Colligan provided a report on the activities of the Matanuska-Susitna Borough Assembly concerning tower issues, gravel issues, a proposed timber ordinance, Title 27, amendments to the subdivision ordinance, dubbed "Title 43", site location and funding for the new Wasilla Library, Fire Station on Main Street, and the upcoming budget season.

Commissioner Kelly inquired about the Borough's intent concerning water quality and asked about wastewater facilities.

Mr. Colligan provided a brief statement about the Borough's plans for future water quality and wastewater facilities.

B. City Deputy Administrator

Mr. Cottle stated that:

- a resolution will be brought to the Planning Commission asking the State of Alaska Department of Transportation and Public Facilities to follow state and local statutes to have the Commission review plans before any construction is done by the State within the City;
- the school selection site for Iditarod is moving forward;
- Lake Lucille Park transfer of ownership is ongoing; and
- there are individuals who have expressed interest in being annexed into the City and will have more information regarding the requests in the near future.

C. City Public Works Director

Mr. Giddings stated that:

- it has been a good year for capital improvement project funding within the Borough and City and partial fund road bonds for Main Street couplet and Fern Street have been written in by the Governor;
- the Wastewater Advisory Board met today and would like to set aside land in-between Wasilla and Palmer for a future wastewater plant; and
- the Borough is meeting with the City on stormwater regulations and the City may now be subject to regulation by EPA regarding stormwater management due to population increases in the Valley.

D. City Attorney

Mr. Payne stated the firing range appeal has been settled and paperwork has been filed. The appellants are able to maintain arguments for any future appeal if the City decides to build a firing range on the same site. He also stated the City is looking at other sites for a firing range.

E. City Planner

Ms. Crawford stated she is working with the Alaska Small Business Development Center to create a class for new business owners that provides an overview of zoning

and permitting requirements. This class will be done in coordination with the Borough and City of Palmer. The class is tentatively scheduled for March.

Chairman Buswell introduced new Commissioner Patrick Brown.

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

No one present.

VII. CONSENT AGENDA

A. Minutes of December 13, 2011, meeting.

GENERAL CONSENT: Minutes were approved as presented.

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

A. Public Hearing

1. **Resolution Serial No. 12-01:** Approving Use Permit Number UP11-06 to allow a dog kennel at a personal residence in the Rural Residential (RR) Zoning District, located on Lot 8A, Block 1, Wasilla Airport Heights Subdivision, generally located east of Lucas Road, south of Cindy Circle, and north of Nelson Avenue.

a. City Staff

Ms. Crawford introduced and explained the background and recommended approval with six conditions, which will be adopted as part of the resolution.

b. Applicant

Terry Edwards stated that:

- they have been Wasilla residents since 1963;
- the property sits on 3.2 acres and is fully fenced; and
- they train their Australian Shepherds for different competitions and they are inside dogs.

Discussion moved to the Commission.

c. Private person supporting or opposing the proposal

Chair Buswell opened the public hearing on Resolution Serial No. 12-01.

Mr. Steve Stoll stated that his front deck looks over the Edward's yard and that he has never had a problem with their dogs. He also stated that he objects to the conditions placed on the request regarding the preservation of the vegetation.

With no other comments Chair Buswell closed the public hearing for Resolution Serial No. 12-01.

d. Applicant

No additional comments from the Applicant.

MOTION: Commissioner Kelly moved to adopt Resolution Serial No. 12-01 as presented.

Discussion moved to the Commission.

VOTE: The motion to adopt Resolution Serial No. 12-01 as presented passed unanimously.

2. **Resolution Serial No. 12-02:** Approving Use Permit Number UP11-07 to allow a multi-family dwelling in the Commercial (C) Zoning District, located on Lot 2, Block 2, Richmond Hills Subdivision, generally located south of the Parks Highway and north of Glenwood Avenue.

a. City Staff

Ms. Crawford introduced and explained the background and stated notices were sent out and that the Alaska Railroads' concern was about the negative complaints they may receive from the tenants who will live there.

Commissioner Kelly stated that a buyer would be able to see the railroad tracks and doesn't believe it will be an issue.

b. Applicant

Roger Riley, local Realtor, and Dmitriy Pavlus, Northern Quality Homes (developer)

Mr. Riley stated that:

- they will not remove trees unless its where the home will be built; he also had handouts with aerial photos; and
- he spoke with Mr. Brooks, with the Alaska Railroad, regarding the issues they had with having a development near the railroad tracks;

Mr. Pavlus stated that the structure will be built with sound board to help with the noise from the trains.

Mr. Riley stated that:

- they will also build the structure with fewer windows on the railroad track side;
- trees between the structure and tracks are at least 50 feet tall and act as a natural buffer;
- the area is all residential development so the proposed four-plex is consistent with what has been built in the area; and
- they have no objections to having a disclosure that talks about railroad noise recorded with the property.

Discussion moved to the Commission.

c. Private person supporting or opposing the proposal
Chair Buswell opened the public hearing on Resolution Serial No. 12-02.

With no one present Chair Buswell closed the public hearing for Resolution Serial No. 12-02.

d. Applicant
No additional comments.

MOTION: Commissioner Kelly moved to adopt Resolution Serial No. 12-02 as presented.

Discussion moved to the Commission.

MOTION: Commissioner Kelly moved to amend the motion to remove Condition No. 1 and replace it in its entirety with three conditions to read as follows:

1. Construction on the site must substantially comply with the site plans date stamped December 1, 2011, attached as Exhibit B. Any changes to the site plans must be submitted to the City Planner for review. Substantial modifications will require submittal of an amended use permit application, including application fee and Planning Commission review and approval.
2. A real estate disclosure must be signed and recorded each time the property is sold that clearly indicates the proximity of the railroad track, the railroad crossing at Glenwood Avenue, and the train operation times and signaling requirements for this area. Each disclosure must be recorded with the Alaska State Department of Natural Resources Recorder's Office within 30 days of the date of the sale.
3. All existing vegetation located within the 25 feet strip along the western property line must be retained in perpetuity (shown as the 25 feet setback on Exhibit B.)

VOTE: The motion to amend the main motion passed unanimously.

Discussion ensued.

VOTE: The motion to adopt Resolution Serial No. 12-02, as amended, passed with Commissioners Brown, DeHart, Kelly, Miller; and Webb in favor and Chair Buswell and Commissioner Ledford in opposition.

IX. UNFINISHED BUSINESS

A. Committee of the Whole

1. Planning Commission training – Part 2 – Continued from November 8, 2011, meeting.

MOTION: Commissioner Ledford moved to postpone Planning Commission training until the next meeting.

VOTE: The motion to postpone Planning Commission Training passed unanimously.

X. ELECTION OF PLANNING COMMISSION CHAIR AND VICE-CHAIR

Chair Buswell opened nominations for Chair:

Commissioner Webb nominated Chair Buswell.

No other nominations were made and with no objection, Chair Buswell was re-elected as Chair.

Chair Buswell opened nominations for Vice-Chair:

Commissioner DeHart nominated Commissioner Miller.

No other nominations were made and with no objection, Commissioner Miller was re-elected as Vice-Chair.

XI. COMMUNICATIONS

No statements made regarding the following items.

- A. Permit Information
- B. Enforcement Log

XII. AUDIENCE COMMENTS

No comments.

XIII. STAFF COMMENTS

No comments.

XIV. COMMISSION COMMENTS:

Commissioner Kelly welcomed Commissioner Brown and stated he asked about the Mitigation plan and the City Planner told him final edits have been made and is with the

State for final review and comments before forwarding it to the City Council and FEMA for adoption.

Commissioner Ledford stated that she was glad to have the Chair and Vice-Chair elected.

Commissioner DeHart welcomed Commissioner Brown.

Commissioner Brown congratulated the Chair and Vice-Chair and looking forward to being on the Planning Commission.

Chair Buswell welcomed Commissioner Brown and thanked everyone for being at the meeting.

XV. ADJOURNMENT

The regular meeting adjourned at 8:39 PM.

ATTEST:

A.C. BUSWELL, III, Chairman

TAHIRIH KLEIN, Planning Clerk

Adopted by the Wasilla Planning Commission -, 2012.

By: Planning
Public Hearing: 01/24/12
Adopted:

**WASILLA PLANNING COMMISSION
RESOLUTION SERIAL NO. 12-03**

A RESOLUTION OF THE WASILLA PLANNING COMMISSION REQUESTING THAT THE ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES SUBMIT THE PLANS FOR THE PROPOSED PARKS HIGHWAY LUCAS ROAD TO BIG LAKE CUTOFF RECONSTRUCTION AND THE KNIK-GOOSE BAY ROAD RECONSTRUCTION, CENTAUR AVENUE TO VINE ROAD, ROAD PROJECTS TO THE PLANNING COMMISSION FOR REVIEW AND APPROVAL AS REQUIRED IN AS 35.30.010.

WHEREAS, THE City of Wasilla and surrounding areas have experienced tremendous growth rates that have placed an increasing burden on the roadway network; and

WHEREAS, the City of Wasilla works with the State of Alaska Department of Transportation and Public Facilities (AKDOT/PF), which maintains highways, roads and other public facilities within the City limits including the Parks Highway, Knik-Goose Bay Road, the Palmer-Wasilla Highway, Main Street, Wasilla-Fishhook Road, Church Road, Old Matanuska Road, and Lucus Road; and

WHEREAS, the AKDOT/PF is in the design stages for reconstruction of the Parks Highway, Lucas Road to Big Lake Cutoff, and the Knik-Goose Bay Road, Centaur Avenue to Vine Road; and

WHEREAS, AS 35.30.010 requires AKDOT/PF to submit plans for a road project to the municipal planning commission for review and approval prior to commencing construction of a public project; and

WHEREAS, Wasilla Municipal Code 2.60.010(B)(4) requires the Planning Commission to review and make determinations on state construction projects in accordance with AS 35.30.010;

WHEREAS, WMC 2.60.010(B)(4) also requires that the Planning Commission forward any recommendations of disapproval or modification to the Wasilla City Council for adoption of a resolution indicating disapproval of the proposed plans; and

WHEREAS, the AKDOT/PF has not submitted the proposed plans to the City of Wasilla Planning Commission for their review and approval.

NOW, THEREFORE, BE IT RESOLVED, that the Wasilla Planning Commission hereby requests that the AKDOT/PF submit the proposed plans for the Parks Highway Reconstruction, Lucas Road to Big Lake Cutoff, and the Knik-Goose Bay Road Reconstruction, Centaur Avenue to Vine Road, to them for their review and approval as required by AS 35.30.010.

APPROVED by the Wasilla Planning Commission on -, 2012.

APPROVED:

A.C. Buswell, III, Chairman

ATTEST:

Tina Crawford, AICP, City Planner

PERMIT INFORMATION 2012							
DATE	PERMIT	TYPE	SQ FTG	LEGAL	SUBD	NAME	STREET STATUS/
ADMINISTRATIVE APPROVAL							
PENDING	A12-01	CELL TOWER		2864B01L007A	CAREFREE ACS SUB	AT&T MOBILITY	1461 W SEW MER PKY C
01/10/12	A12-02	TENANT SPACE		1108B02L044	WASILLA ARPRT HTS	MCGINTY, CHRIS	935 W COMMERCIAL DR C
PENDING	A12-03	COMM < 10,000 SQ FT	7,027	4653000L010	CREEKSIDE PLAZA	WASILLA AUTO ZONE	1621 E FINANCIAL DR C
USE PERMITS							
CONDITIONAL USE PERMITS							
PLANNED UNIT DEVELOPMENT (PUD)							
REZONE							
LEGAL NON-CONFORMING USE							
SHORELINE SETBACK							
AMNESTY							



Code Compliance Log December 2011



DATE	COMPL. DISP. SELF	NAME/ADDRESS	INF. CON.	LTR. ISS?	CASE STATUS	NOTES
12/1/2011	FUP	105 Frank Smith Way		N	Pick up cat trap	11-77454
12/1/2011	S	Walmart	Y	N	HCP parking violation- misuse	11-80265 citation
12/1/2011	S	Target	Y	N	HCP parking violation	11-80282 citation
12/1/2011	C	Wasilla Fishhook & Creste Foris	Y	N	RAL dog	11-80307 impound
12/1/2011	D	1365 Indian Hills	Y	N	Report of dead dog	11-80315 unfounded
12/5/2011	FUP	400 Lake St.	Y	N	Follow up	11-69682
12/5/2011	PAT	Walgreens	N	N	Assist patrol	11-81118
12/5/2011	FUP	211 Goldenwood	Y	N	Dog caught in leg hold trap	11-80406 no violation
12/5/2011	D	1001 Showhill	Y	N	RAL dog	11-81140 return to owner
12/6/2011	C	1901 Tuscarora	N	N	Public nuisance complaint	11-80427
12/6/2011	FUP	1051 Lakeview Rd.	Y	N	Follow up citation service	11-77336
12/7/2011	FUP	421 Lake St	Y	N	Follow up	11-81421
12/7/2011	S	1000 Old Matanuska	Y	N	Land use violation	11-81464 stop work/citation
12/7/2011	C	Pet Zoo	Y	N	Dog bite	11-81491 unfounded
12/8/2011	S	Target	Y	N	HCP parking violation	11-81612 citation
12/8/2011	S	Post Office	Y	N	HCP parking violation	11-81617 citation
12/8/2011	S	Taco Bell	Y	N	HCP parking violation	11-81634 citation
12/8/2011	S	Walgreens	Y	N	HCP parking violation	11-81664 citation
12/8/2011	S	Value Village	Y	N	HCP parking violation	11-81676 citation
12/9/2011	S	MUSC	Y	N	HCP parking violation x5	11-81869 verbal warnings x5
12/12/2011	S	Target	Y	N	HCP parking violation	11-82508 citation
12/12/2011	S	Holiday	Y	N	HCP parking violation	11-82519 citation
12/12/2011	S	Chepos	Y	N	HCP parking violation	11-82523 citation
12/12/2011	S	Holiday	Y	N	HCP parking violation	11-82535 citation
12/12/2011	S	Target	Y	N	HCP parking violation	11-82544 citation
12/12/2011	S	Fred Meyer	Y	N	HCP parking violation	11-82551 citation
12/12/2011	S	Post Office	Y	N	HCP parking violation	11-82563 citation
12/12/2011	S	Carrs	Y	N	HCP parking violation	11-82569 citation
12/12/2011	S	McDonalds	Y	N	HCP parking violation	11-82574 citation
12/12/2011	S	Carrs	Y	N	HCP parking violation	11-82582 citation
12/13/2011	S	Creekside Plaza	Y	N	HCP parking violation	11-82686 citation
12/13/2011	S	Carrs	Y	N	HCP parking violation	11-82708 citation



Code Compliance Log December 2011



DATE	COMPL. DISP. SELF	NAME/ADDRESS	INF. CON.	LTR. ISS?	CASE STATUS	NOTES	
12/13/2011	S	Carrs		Y	N	HCP parking violation	11-82717 citation
12/13/2011	S	Target		Y	N	HCP parking violation	11-82723 citation
12/13/2011	C	150 E Swanson		Y	N	Land use violation	11-82694 refer to planner
12/13/2011	D	Carrs		N	N	HCP parking violation	11-82723 unfounded
12/14/2011	FUP	Carrs		Y	N	Assist patrol	11-82747
12/14/2011	PAT	Swanson & Lucille		N	N	Assist patrol with hit and run	11-82911
12/15/2011	FUP	Little Su River		N	N	Assist patrol with evidence recovery	11-82998
12/15/2011	C	Pet Zoo		N	N	RAL dog	11-83026 unable to locate
12/15/2011	ADM	2031 Gina Cir		N	N	Radar cart maintenance	
12/15/2011	D	1801 Valley Side Cir.		Y	N	RAL dog	11-83080 impound
12/16/2011	D	Post Office		N	N	Patrol request	11-83204
12/16/2011	FUP	1001 Wilder		Y	N	Barking dog complaint	11-82025 citation
12/19/2011	FUP	1000 Old Matanuska		N	N		11-81464 citation
12/20/2011	D	3160 Dannels Ave.		Y	N	Public nuisance complaint	1184089
12/20/2011	D	Turn a Leaf		Y	N	RAL dog	11-84103 return to owner
12/20/2011	D	3173 Southview		Y	N	RAL dog	11-84151 verbal warning
12/20/2011	S	Target		Y	N	HCP parking violation	11-84141 citation
12/20/2011	S	Taco Bell		Y	N	HCP parking violation	11-84144 citation
12/21/2011	S	Walmart		Y	N	HCP parking violation	11-84293 citation
12/21/2011	S	Post Office		Y	N	HCP parking violation	11-84329 citation
12/21/2011	D	Library		Y	N	RAL dog	11-84300 citation
12/22/2011	D	Spruce & Lucille		Y	N	RAL dog	11-84524 impound
12/22/2011	C	1050 Pinion		Y	N	RAL dog	11-84461 unfounded
12/27/2011	FUP	400 Lake ST		Y	N		11-69682
12/27/2011	FUP	1000 Old Matanuska		N	N		11-81464
12/27/2011	PAT	Parks & Church		N	N	MVA traffic control	11-85576
12/28/2011	S	Holiday		Y	N	HCP parking violation	11-85730 citation
12/28/2011	S	Fred Meyer		Y	N	HCP parking violation	11-85755 citation
12/29/2011	S	Lake Lucille Park		N	N	Facility/security check	11-85881
12/29/2011	S	Church & Ben Hogan		Y	N	Vehicle in ditch`	11-85904 traffic control
12/30/2011	S	Lakeshore & Westcove		Y	N	Motorist assist	11-86074
12/30/2011	S	Carrs		Y	N	HCP parking violation- misuse	11-86108 citation



Code Compliance Log December 2011



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