



MAYOR
Verne E. Rupright

CITY PLANNER
Tina Crawford

WASILLA PLANNING COMMISSION

Patrick Brown, 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.

FEBRUARY 14, 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 24, 2012, regular meeting.
- VIII. NEW BUSINESS (*five minutes per person*)
 - A. Public Hearing
 1. **WPCM 12-01** – Establishing a Sign Code Focus Group.

- IX. UNFINISHED BUSINESS
- 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, February 14, 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
- Ms. Glenda Ledford, Seat E
- Mr. Clark Buswell, Seat F
- Mr. Robert Webb, Seat G

Staff in attendance were:

- Ms. Tina Crawford, City Planner
- Ms. Tahirih Revet, Planning Clerk

III. PLEDGE OF ALLEGIANCE

- A. Ms. Crawford led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

GENERAL CONSENT: The agenda was approved as presented.

V. REPORTS

- A. City Deputy Administrator
No report given.
- B. City Public Works Director
No report given.
- C. City Attorney
No report given.

E City Planner

Ms. Crawford stated that:

- the next step for the Hazard Mitigation Plan update is to have a review crosswalk filled out by the City of Wasilla and then it can be forwarded onto FEMA and then to the City Council for adoption;
- AKDOT will have a representative at the February 28, 2012 meeting to give a presentation on the Parks Highway reconstruction;
- the City Clerk is willing to conduct parliamentary training either on February 28 or March 27 and asked the Planning Commissioners email any items they would like to have covered in the training session;
- McDonalds is looking at reconstructing their building to build a double drive through and will be requesting a waiver to the 30% green space requirement in the Code with the reconstruction taking place in 2013.
- the copy of the 2012 State Planning Commission Handbook that was handed out was recently updated and is specific to Alaska.

F. City Council

Commissioner Kelly provided a brief report of the City Council meeting of February 13, 2012.

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

No one present.

VII. CONSENT AGENDA

A. Minutes of January 10, 2012, meeting.

GENERAL CONSENT: Minutes were approved as presented.

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

A. Public Hearing

1. **WPCM No. 12-01:** Establishing a Sign Code Focus Group.

Ms. Crawford stated that:

- a motion will be needed to adopt the Memorandum and that Evon McKendry's name will need to be removed from the list since he is unable to participate due to health reasons;
- the individuals will not have to be City residents since the group will meet for a short duration;
- James Carpenter represents the International Sign Association, which represents the interests of sign companies;
- a handout was distributed outlining an overview of responsibilities for the focus group; and
- the City will be hiring an outside consultant to facilitate the meetings.

MOTION: Commissioner Kelly moved to approve WPCM No. 12-01 as presented.

MOTION: Commissioner Kelly moved to amend the list to remove Evon McKendry from the list of persons to be appointed.

Discussion moved to the Commission.

VOTE: The motion to amend WPCM No. 12-01 to remove Evon McKendry from the list of persons to be appointed passed unanimously.

Discussion ensued.

VOTE: The motion to adopt WPCM 12-01, as amended, passed unanimously.

IX. UNFINISHED BUSINESS

None.

XI. COMMUNICATIONS

No statements made regarding the following items.

A. Permit Information

B. Enforcement Log

XII. AUDIENCE COMMENTS

No comments.

XIII. STAFF COMMENTS

Ms. Crawford asked the Commissioners to review the handout for the sign code focus group and provide feedback prior to the February 28 meeting.

XIV. COMMISSION COMMENTS:

Commissioner Miller stated he is looking forward to the downtown concepts.

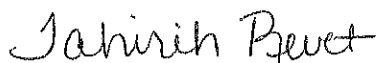
Commissioner DeHart asked about the status of a new laptop for training.

Commissioner Webb stated he will not be at the next meeting.

XV. ADJOURNMENT

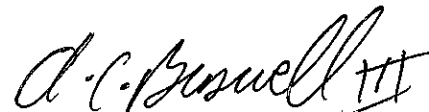
The regular meeting adjourned at 7:45 PM.

ATTEST:



TAHIRIH REVET, Planning Clerk

Adopted by the Wasilla Planning Commission February 28, 2012.



A.C. BUSWELL, III, Chairman

