



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.

MAY 8, 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 April 10, 2012, regular meeting.

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

- A. Committee of the Whole
 - 1. Sign Code Discussion

- 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, May 8, 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. 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

Commissioners excused and absent were:

Mr. Patrick Brown, Seat A

Staff in attendance were:

Mr. Bert Cottle, Deputy Administrator
Ms. Tina Crawford, City Planner
Ms. Tahirih Revet, Planning Clerk

III. PLEDGE OF ALLEGIANCE

A. Commissioner Webb led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

GENERAL CONSENT: The agenda was approved as presented.

V. REPORTS

A. City Deputy Administrator
Mr. Cottle stated that:

- he handed out an updated list of projects for the City of Wasilla that were included in the State's Capital Improvements Plan (CIP) and that should be approved by the Governor. The list is just a highlight of the projects but there are even more that are included in the budget. He stated that the City did really well

- getting funding from the Governor and that the budget should be signed within the next 30 days;
- the plat for the new library site will be brought to the Borough Platting Board on May 30, 2012;
 - that the City was told they will not be able to do any improvements to the Lake Lucille dock until the transfer of Lake Lucille Park is finalized and that the City is still waiting for the State to finish the transfer paperwork on their end; and
 - that the City Council has discussed developing community gardens. The City will develop the gardens in two phases with the first phase during May 2010 in Nunley Park and the second phase occurring in 2013.

B. City Public Works Director
No report given.

C. City Attorney
No report given.

D. City Planner
Ms. Crawford stated the Hazard Mitigation Plan was approved by FEMA and will be on the June 11, 2012, City Council agenda for approval.

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

No one stepped forward to speak.

VII. CONSENT AGENDA

A. Minutes of April 10, 2012, meeting.

GENERAL CONSENT: Minutes were approved as presented.

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

A. Committee of the Whole
1. Sign Code Discussion

MOTION: Commissioner Webb moved to enter into the Committee of the Whole at 7:06 PM.

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

Ms. Crawford provided a brief overview of the current sign code and then presented a PowerPoint presentation showing different examples of signs.

Discussion moved to the Commission.

MOTION: Commissioner DeHart moved to exit the Committee of the Whole at 8:39 PM.

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

IX. UNFINISHED BUSINESS

None.

XI. COMMUNICATIONS

No statements made regarding the following items.

- A. Permit Information
- B. Enforcement Log

XII. AUDIENCE COMMENTS

Ms. Dianne Woodruff:

- stated that she is speaking as a citizen and not as a City Council member;
- provided information regarding the public hearing for the proposed plat for the Parks Highway Reconstruction project and the discussion and testimony regarding the Planning Commission resolution, Resolution Serial Number 12-03 and a previous resolution from 1996;
- let the Planning Commissioners know that there will be a Meadow Lakes Community Council meeting to discuss the Parks Highway project. She suggested that the Commissioners attend to hear what the community wants for their area. She also stated that the Open Meetings Act did not preclude their attendance since there were not taking any action but that they may want to sit separate from each other to make it clear that they are not discussing the issue outside of a public meeting; and
- stated that she feels that Planning Commission meetings should not be cancelled and that there are numerous items that need the Commission's attention and discussion.

XIII. STAFF COMMENTS

Ms. Crawford stated that she recently spoke with Commissioner Miller regarding agenda items for the Commission to discuss at future meetings. She indicated that the Commission has the ability to create a list of items that they would like to work on throughout the year and that could be scheduled on meeting agendas that do not have public hearings.

Chair Buswell stated if City business needs to be taken care it can be added to meeting agendas and he also clarified that only the Chairman has the authority to cancel Commission meetings.

XIV. COMMISSION COMMENTS:

Commissioner Miller stated that he asked the City Planner to bring forward topics to the Commission for discussion. He suggested that a discussion regarding a Downtown Plan be scheduled for an upcoming meeting. He also asked about the possibility of repairing the boat ramp on Lake Lucille.

Ms. Crawford stated that staff will be working on the Downtown Plan so that it will be adopted before AKDOT begins the design phase of the Main Street couplet. She also stated that DOT will attend a future meeting to provide an update on the Main Street couplet.

Commissioner DeHart stated he agrees that we need to take care of City business but would also like additional training. He also noted that projects take a long time from initial discussion until the project is approved and work begins.

Chair Buswell thanked everyone for being at tonight's meeting. He stated he had something he wanted to discuss regarding Roberts Rule of order but that he will wait until a future meeting when all the members are present.

XV. ADJOURNMENT

The regular meeting adjourned at 8:57 PM.

ATTEST:



A.C. BUSWELL, III, Chairman



TAHIRIH REVET, Planning Clerk

Adopted by the Wasilla Planning Commission May 22, 2012.