



MAYOR
Verne E. Rupright

CITY PLANNER
Tina Crawford

WASILLA PLANNING COMMISSION

Patrick Brown, Seat A
Daniel Kelly Jr., Seat B
Jessica Dean, Seat C
Doug Miller, Seat D
Glenda Ledford, Seat E
William Green, Seat F
Jesse Sumner, 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

6 P.M.

JANUARY 22, 2013

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. APPROVAL OF AGENDA
- V. ELECTION OF OFFICERS
- VI. REPORTS
 - A. City Deputy Administrator
 - B. City Public Works Director
 - C. City Attorney
 - D. City Planner
- VII. PUBLIC PARTICIPATION *(five minutes per person, for items not scheduled for public hearing)*
- VIII. CONSENT AGENDA
 - A. Minutes of January 8, 2013, regular meeting

- IX. NEW BUSINESS *(five minutes per person)*
 - A. Committee of the Whole
 - 1. Planning Commissioner Training – Parliamentary Procedure and other procedural requirements for the Commission
- X. UNFINISHED BUSINESS
- XI. COMMUNICATIONS
 - A. Permit Information
 - B. 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, January 8, 2013, in Council Chambers of City Hall, Wasilla, Alaska by Daniel Kelly, Vice-Chairman.

II. ROLL CALL

Commissioners present and establishing a quorum were:

Mr. Daniel Kelly, Jr., Seat B
Ms. Jessica Dean, Seat C
Vacant, Seat D
Ms. Glenda Ledford, Seat E
Mr. William Green, Seat F
Mr. Jesse Sumner, Seat G

Commissioners absent and excused 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 Dean led the Pledge of Allegiance.

IV. APPROVAL OF AGENDA

GENERAL CONSENT: The agenda was approved, as amended, to remove Resolution Serial No. 13-01 from the public hearing portion of the agenda at the request of the Applicant.

~~A. Public Hearing~~

- ~~1. **Resolution Serial No. 13-01:** Approving Administrative Approval A12-103 and Use Permit number U12-05 to allow Matanuska Electric Association (MEA) to construct new 80 feet tall 115 kV double circuit transmission lines extending from the new Eklutna generation station to the Herning substation. The proposed transmission lines within the Wasilla City limits are generally located within the right-of-way along the north side of the Parks~~

~~Highway extending west into the City Limits from the east to and then crossing to the south side of the Parks Highway at the east end of the Creekside Plaza shopping center and then extending westerly behind the shopping center and adjoining properties and then crossing to the north side of the Palmer Wasilla highway extension right-of-way at the light at Home Depot and continuing southwest along the north side of the Palmer Wasilla Highway extension right-of-way to approximately Glenwood Avenue and then heading north to the existing Herning substation.~~

MOTION: Commissioner Ledford moved to approve the agenda as amended.

VOTE: Motion to approve agenda as amended passed unanimously.

V. REPORTS

A. City Deputy Administrator

Mr. Cottle provided the following information: :

- The Borough is actively looking for a site for an outdoor shooting range;
- The dam at the end of Lake Lucille is finished;
- Christmas dinner provided by the City was a success; and
- Update on the new library.

B. City Public Works Director

Mr. Cottle provided a brief summary of the proposed Lake Lucille park improvements and ten acres at the Bumpus fields have been leased to the Pop Warner football program.

C. City Attorney

No report given.

D. City Planner

Ms. Crawford welcomed the new Commissioners and stated there will be parliamentary training at the next meeting.

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

Mr. Ken Ray stated that he:

- doesn't live within the City Limits;
- serviced on the MSB Transportation Board and provided a statement on projects, Parks Highway Alternate corridor and MEA transmission lines, outside of the City that will affect the City and would like to see the Planning Commission more involved in the projects that affect the City; and
- would like to have a resolution by the City to the DOT and MEA on how they can work together in the future.

VII. CONSENT AGENDA

- A. Minutes of December 4, 2012, special meeting
- B. Minutes of December 11, 2012, regular meeting

GENERAL CONSENT: Minutes were approved as presented.

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

None

IX. UNFINISHED BUSINESS

None

X. COMMUNICATIONS

No statements made regarding the following items.

- A. Planning Commission meeting calendar for 2013
- B. Permit Information
- C. Enforcement Log

XI. AUDIENCE COMMENTS

No comments

XII. STAFF COMMENTS

Ms. Crawford welcomed all of the new Commissioners. She also explained the purpose of the permit information and enforcement logs and stated that a discussion item will be scheduled on February 12, 2013 for the Commission to discuss desired roadway design components and the need for an ordinance regulating utility facilities.

Mr. Cottle stated he tracks business licenses and provided a summary of the 2012 business licenses renewals and new licenses applied for.

XIII. COMMISSION COMMENTS

Commissioner Ledford welcomed the two new commissioners.

Commissioner Dean welcomed the two new commissioners.

Commissioner Green stated he is looking forward to being on the Commission.

Vice-Chair Kelly stated it was interesting to go through the MEA application packet and recommended that the Commissioners keep the information provided in the packet for future reference. He also stated that the Commission should discuss whether the City needs an ordinance that regulates utility facilities and that they need to discuss and identify specific roadway design components for future roadways within the city limits.

XIV. ADJOURNMENT

The regular meeting adjourned at 7:37 PM.

ATTEST:

DAN KELLY, JR., Vice-Chairman

TAHIRIH REVET, Planning Clerk

Adopted by the Wasilla Planning Commission -, 2013.

DRAFT

PERMIT INFORMATION 2013										
APPLICATION RCVD	APPROVAL DATE	PERMIT #	TYPE	SQ FTG	TAX ID	SUBDIVISION	APPLICANT	SITE ADDRESS	ZONE	AS-BUILT SURVEY
ADMINISTRATIVE APPROVAL										
01/09/13	01/10/13	A13-01	SHED & RESI GARAGE	768	1055000L037-1	SNIDER ADD#1	COTTLE, BERT	455 PIONEER DR	R-1	
01/14/13	01/14/13	A13-02	TENANT SPACE	1,800	2959000T00B1	WASILLA MALL RSB	AK DIVERSIFIED PROP	701 E PARKS HWY	C	
USE PERMITS										
CONDITIONAL USE PERMITS										
PLANNED UNIT DEVELOPMENT (PUD)										
REZONE										
LEGAL NON-CONFORMING USE										
SHORELINE SETBACK										
AMNESTY										
VARIANCE										



Code Compliance Log October 2012



DATE	COMPL. DISP. SELF	NAME/ADDRESS	INF. CON.	LTR. ISS?	CASE STATUS	NOTES
10/1/2012	S	Lake Lucille Park		N	Facility/security check	12-63414
10/2/2012	PAT	Parks & Main		N	Traffic control for disabled vehicle	12-63582
10/2/2012	S	MUSC		N	Facility/security check	12-63991
10/3/2012	PAT	Tailgaters		N	Assist patrol with found bicycles	12-63754
10/3/2012	C	1201 Lucille		Y	Animal waste complaint	12-63762
10/4/2012	C	MUSC		Y	RAL dog	12-63913 return to owner
10/4/2012	S	Charter College		Y	HCP parking violations	12-64002 verbal warnings x2
10/8/2012	CRT	Palmer court		Y	Traffic court	
10/8/2012	C	2901 Jude Dr.		Y	Business license violation	12-64779 verbal warning
10/8/2012	S	Lake Lucille Park		N	Facility/security check	12-64810
10/9/2012	D	Lakewood & Harvest Loop		Y	Suspicious liquid dumping	12-64893 no violation
10/9/2012	D	2100 Pipestone		Y	Barking complaint	12-64901 verbal warning
10/9/2012	S	Lake Lucille Park		N	Facility/security check	12-64910
10/9/2012	FUP	1881 Ashford		Y	Follow up	12-64529
10/10/2012	C	Wasilla Vet Clinic		Y	Cat bite	12-65123 accidental bite
10/11/2012	C	Fred Meyer		N	RAL dog	12-65310 impound
10/11/2012	S	Charter College		Y	HCP parking violation x2	12-65354 citations x2
10/15/2012	C	2051 Hygrade Cir		Y	Land use/drainage complaint	12-66042 unfounded
10/15/2012	FUP	2051 Hygrade Cir		Y	Follow up on animal complaint	12-65891
10/16/2012	C	Mile 2 KGB		N	RAL dog	12-66246 impound
10/16/2012	S	Bumpus Ballfields		N	Facility/security check	12-66310
10/16/2012	D	Wasilla Airport		Y	Agency assist- AST	12-66313 provide transport
10/16/2012	S	Fred Meyer		Y	HCP parking violation	12-66321 unfounded
10/17/2012	FUP	1060 Enterprise		Y	Follow up	12-55642
10/17/2012	S	Bumpus Ballfields		N	Facility/security check	12-66449
10/17/2012	C	901 Lucus		Y	Excessive trash complaint	12-66455 verbal warning
10/17/2012	PAT	Mr Lube		N	Assist patrol with suspicious teens	12-66463
10/17/2012	D	AK USA		N	RAL dog	12-66470 UTL
10/22/2012	D	KGB & Frank Smith		N	DOA cat	12-67551 disposal
10/22/2012	D	2829 James T		Y	Dog bite	12-67488 accidental bite
10/22/2012	D	1780 Neil Cir		Y	Dog vs dog incident	12-67559 verbal warnings x2
10/23/2012	C	141 Kara		Y	Abandoned veh in ROW	12-67694 red tag



Code Compliance Log November 2012



DATE	COMPL. DISP. SELF	NAME/ADDRESS	INF. CON.	LTR. ISS?	CASE STATUS	NOTES
11/1/2012	D	1601 Centurian		Y	RAL dog	12-69335 return to owner
11/1/2012	C	KGB & Frank Smith		N	DOA cat	12-69377 disposal
11/2/2012	C	415 Pineridge		Y	Trash complaint	12-69592 unfounded
11/2/2012	S	Church & Ben Hogan		Y	RAL dog	12-69598 verbal warning
11/2/2012	D	JFK Auto		Y	Public assist	12-69613
11/5/2012	PAT	Mr Lube		N	Malicious mischief- WPD vehicle	12-70270
11/5/2012	C	1710 Lacy Loopo		Y	Excessive trash	12-70271 verbal warning
11/5/2012	D	Parks & Sun Mountain		N	Remove traffic hazard from road	12-70329
11/5/2012	S	Lake Lucille Park		N	Facility/security check	12-70340
11/6/2012	PAT	Parks & Kenai Supply		N	MVA traffic control	12-70541
11/7/2012	S	WFH & Aspen		Y	ATV violation	12-70627 verbal warning
11/7/2012	D	1601 Fanciful		Y	Barking complaint	12-70649 verbal warning
11/7/2012	S	WalMart		Y	HCP parking violation	12-70681 verbal warning
11/7/2012	D	KGB & Edlund		N	Report of traffic hazard	12-70685 UTL
11/13/2012	D	Lucille & Isle		N	RAL dog	12-71661 UTL
11/13/2012	S	MUSC		N	Facility/security check	12-71669
11/13/2012	S	Taco Bell		Y	HCP parking violation	12-71699
11/13/2012	S	Parks & Frontage		N	Abandoned veh in ROW	12-71704
11/13/2012	S	Lake Lucille Park		N	Facility/security check	12-71707
11/13/2012	FUP	241 Kalli		Y	RAL cat/kittens	12-71599 transp to AK Cat
11/14/2012	S	MUSC		N	Facility/security check	12-71810
11/14/2012	S	1401 Patricia		Y	Land use violation	12-71842 verbal warning
11/14/2012	S	AK Club		Y	HCP parking violation	12-71854 unfounded
11/19/2012	D	1152 McKee		Y	RAL cat	12-72682 impound
11/19/2012	D	1291 Wampam		Y	Found bicycle	12-72739
11/19/2012	D	WPD		Y	Public assist	12-72750
11/19/2012	PAT	Carrs		N	Assist patrol with welfare check	12-72757
11/20/2012	D	1551 Melanie		Y	Barking complaint	12-72857 unfounded
11/20/2012	C	850 Blind Nick		Y	RAL dog	12-72894 unfounded
11/20/2012	ADM	WPD		Y	Youth court presentation	12-72941
11/20/2012	PAT	MUSC		N	Facility/security check	12-72974
11/21/2012	FUP	1786 Neil Cir		N	Assist patrol with cruelty case	12-73035



Code Compliance Log November 2012



DATE	COMPL. DISP. SELF	NAME/ADDRESS	INF. CON.	LTR. ISS?	CASE STATUS	NOTES
11/21/2012	FUP	2901 Brennas Way		Y	Subpoena service	12-62479
11/21/2012	S	WalMart		Y	HCP parking violation- misuse	12-73128 citation
11/21/2012	C	191 Flag Cir		Y	Feral cats	12-73172 provide trap
11/26/2012	C	600 Nelson		Y	RAL chickens	12-74083 return to owner
11/26/2012	FUP	951 Tom Watson		Y	Locate stolen vehicle	12-74064
11/26/2012	PAT	688 Pineridge		N	Assist patrol with suspicious circ.	12-74103
11/26/2012	S	Holiday		Y	HCP parking violation	12-74129 verbal warning
11/26/2012	ADM	Mekong Thai Cuisine		N	Liquor license review	12-74148
11/26/2012	ADM	Pataya Sushi		N	Liquor license review	12-74150
11/26/2012	ADM	Kings Asian Buffet		N	Liquor license review	12-74151
11/26/2012	S	AK Club		Y	Fire lane violation	12-74160 citation
11/27/2012	D	941 Showhill		Y	RAL dog	12-74248 verbal warning
11/27/2012	S	MUSC		N	Fire lane violation	12-74349 citation
11/28/2012	S	WalMart		N	Facility/security check	12-74455
11/28/2012	C	Nelson & Lucille		N	RAL dog	12-74485 UTL
11/28/2012	S	Holiday		Y	HCP parking violation	12-74497 citation
11/29/2012	CRT	Palmer Court		Y	Traffic court	
11/29/2012	C	Oreillys		N	HCP parking complaint	12-74667 unfounded
11/29/2012	D	AK Club		N	HCP parking complaint	12-74694 unfounded



Code Compliance Log December 2012



DATE	COMPL. DISP. SELF	NAME/ADDRESS	INF. CON.	LTR. ISS?	CASE STATUS	NOTES
12/3/2012	S	Brown Jug		Y	HCP parking violation	12-75497 verbal warning
12/3/2012	C	601 Crestwood		N	RAL dog	12-75528 UTL
12/3/2012	S	NAPA		Y	HCP parking violation	12-75539 citation
12/3/2012	S	Fred Meyer		Y	HCP parking violation	12-75555 verbal warning
12/3/2012	C	Crusey & Lakeshore		Y	RAL dog	12-75568 verbal warning
12/4/2012	S	Lake Lucille Park		N	Facility/security check	12-75679
12/4/2012	S	Value Village		Y	HCP parking violation	12-75679 verbal warning
12/4/2012	S	479 W Parks		Y	Sign violation	12-75700 verbal warning
12/4/2012	S	WalMart		N	HCP parking violation	12-75723 unfounded
12/4/2012	S	Holiday		Y	HCP parking violation	12-75730 verbal warning
12/4/2012	D	Fred Meyer		N	DOA cat	12-75735 disposal
12/5/2012	C	1641 Centurian		Y	RAL dog	12-75839 impound
12/5/2012	S	Target		Y	HCP parking violation	12-75866 citation
12/5/2012	S	Target		Y	HCP parking violation	12-75866 citation
12/5/2012	PAT	Swanson Ave.		N	Downed wire hazard	12-75876 contact MEA
12/5/2012	PAT	Parks & Church		Y	Assist patrol at MVA with moose	12-75891
12/5/2012	S	Bumpus		N	RAL dog	12-75899 impound
12/6/2012	PAT	Walgreens		N	Assist patrol with DUI- dog in car	12-76035
12/6/2012	S	Brown Jug		Y	HCP parking violation	12-76059 citation
12/6/2012	PAT	Parks & PWH		N	MVA traffic control	12-76067
12/6/2012	S	Fred Meyer		Y	HCP parking violation	12-76095 verbal warning
12/7/2012	FUP	WPD		Y	Assist patrol with citation dismissal	12-71388
12/7/2012	S	Target		Y	HCP parking violation	12-76264 citation
12/10/2012	FUP	Parks & Church		N	Abandoned veh in ROW	12-76601 impound
12/10/2012	S	Lake Lucille Park		N	Facility/security check	12-76943
12/11/2012	C	Meta Rose		N	Abandoned veh on city property	12-77128 24 hr red tag
12/11/2012	S	Brown Jug		Y	HCP parking violation	12-77195 verbal warning
12/11/2012	D	700 Creekside		Y	Wayward Muskrat	12-77200 catch n release
12/11/2012	C	Parks & Weber		Y	RAL dog (reported lost)	12-77250 return to owner
12/12/2012	C	Meta Rose		N	Abandoned veh on city property	12-77128 impound
12/13/2012	D	Fred Meyer		Y	Public assist- ATV ordinances	12-77491
12/13/2012	D	1270 Wampam		Y	Report of feral cats	12-77568 provide trap



Code Compliance Log December 2012



DATE	COMPL. DISP. SELF	NAME/ADDRESS	INF. CON.	LTR. ISS?	CASE STATUS	NOTES
12/13/2012	D	1621 Lacy Loop		N	Public assist	12-77613 unfounded
12/14/2012	C	Susitna & Denali		Y	Snow encroachment	12-77750 unfounded
12/14/2012	S	Lake Lucille Park		N	Facility/security check	12-77820
12/17/2012	D	Spruce & WFH		N	RAL dog	12-78307 unfounded
12/17/2012	PAT	Mystery & Church		Y	Assist patrol with hit and run	12-78336
12/18/2012	C	PWH & KGB		Y	RAL dog	12-78467 impound
12/18/2012	c	3160 Dannys Ave		Y	Dog bite	12-78497 unfounded
12/18/2012	D	Spruce & Lucus		N	RAL dog	12-78498 UTC
12/18/2012	S	Carrs		Y	HCP parking violation	12-78525 citation
12/19/2012	PAT	Carrs/WalMart		Y	Welfare check locate	12-78692 provide transport.
12/20/2012	D	402 Yenlo		Y	Missing/stolen dog	12-78878
12/26/2012	FUP	1745 Neil Cir		Y	Feral cat colony	12-79681 refer to AK Cat
12/26/2012	PAT	Glenwood & PWH		N	MVA traffic control	12-79979
12/26/2012	S	Walgreens		Y	HCP parking violation	12-79987 verbal warning
12/26/2012	D	1045 Pullman		Y	Dog hit by car	12-79999 transport to vet
12/27/2012	S	Fred Meyer		Y	HCP parking violation	12-80125 citation
12/27/2012	S	WalMart		Y	HCP parking violation	12-80154 verbal warning
12/27/2012	S	Fred Meyer		Y	HCP parking violation- misuse	12-80157 citation