



**MAYOR**  
Verne E. Rupright

**CITY PLANNER**  
Tina Crawford

**WASILLA PLANNING COMMISSION**

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

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**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.**

**MARCH 12, 2013**

- 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 February 12, 2013, regular meeting
- VIII. NEW BUSINESS (*five minutes per person*)
  - A. **Resolution Serial No. 13-03:** Amending the Wasilla Planning Commission By-Laws to establish a meeting date for election of officers, revise the meeting schedule and time, and other minor clarifications and updates.

IX. UNFINISHED BUSINESS

A. Committee of the Whole

1. Discussion regarding desired design components for proposed roadway improvements within the city limits; and
2. Discussion regarding the need for a City ordinance regulating proposed utility facilities.
3. Review and discussion of Chapter 3, Transportation, of the City Comprehensive Plan as part of the requirement for the Planning Commission to annually review of the one or more elements of the City's Comprehensive Plan (WMC Section 2.60.010.B.)

X. COMMUNICATIONS

- A. Permit Information
- B. Enforcement Log

XI. AUDIENCE COMMENTS

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, March 12, 2013, in Council Chambers of City Hall, Wasilla, Alaska by Daniel Kelly, Jr., Chairman.

**II. ROLL CALL**

Commissioners present and establishing a quorum were:

- Mr. Patrick Brown, Seat A (via phone)
- Mr. Daniel Kelly, Jr., Seat B
- Ms. Jessica Dean, Seat C
- Vacant, Seat D
- Ms. Glenda Ledford, Seat E
- Mr. William Green, Seat F

Commissioners absent and excused were:

- Mr. Jesse Sumner, Seat G

Staff in attendance were:

- Mr. Bert Cottle, Deputy Administrator
- Mr. Archie Giddings, Public Works Director
- Ms. Tina Crawford, City Planner
- Ms. Tahirih Revet, Planning Clerk

**III. PLEDGE OF ALLEGIANCE**

- A. Commissioner Green led the Pledge of Allegiance.

**IV. APPROVAL OF AGENDA**

GENERAL CONSENT: The agenda was approved as presented.

**VI. REPORTS**

- A. City Deputy Administrator

Mr. Cottle provided a summary of activities and projects happening with the City of Wasilla. He also spoke in favor of changing the meeting time to 6:00 pm and suggested the Commission only have one meeting a month.

*[CLERK'S NOTE: The City Code and Planning Commission By-laws state that "the Chair, after discussion with the city planner, may cancel meetings when appropriate." After discussion with the Commission and everyone's agreement, the Chair stated they would change the meeting schedule to meet once a month for the remainder of 2013, on the second Tuesday of the month. It was agreed that another meeting will be called by the Chairperson as needed.]*

B. City Public Works Director

Mr. Giddings provided a summary of the meetings with the consultant that is helping identify alternatives for road project within the City.

C. City Attorney

No report given.

D. City Planner

Ms. Crawford stated a resolution will be brought forward to the Commission for a recommendation to the City Council regarding the sale of the Meta Rose Square property.

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

No one present to speak.

**VIII. CONSENT AGENDA**

A. Minutes of February 12, 2013, regular meeting

GENERAL CONSENT: Minutes were approved as presented.

**IX. NEW BUSINESS**

A. **Resolution Serial No. 13-03:** Amending the Wasilla Planning Commission By-Laws to establish a meeting date for election of officers, review the meeting schedule and time, and other minor clarifications and updates.

Ms. Crawford provided a summary of what changes were being brought forward for review by the Commission.

MOTION: Commissioner Green moved to approve Resolution Serial No. 13-03.

Discussion moved to the Commission.

MOTION: Commissioner Green moved to amend the main motion to remove the proposed time change from 7:00 p.m. to 6:00 p.m.

VOTE: The motion to amend the main motion to remove the time change, failed with Chair Kelly and Commissioners Green and Brown in favor and Commissioners Ledford and Dean in opposition.

Discussion ensued.

VOTE: The motion to adopt Resolution Serial No. 13-03, as presented, failed with Commissioners Ledford and Dean in favor and Chair Kelly and Commissioners Green and Brown in opposition.

**X. UNFINISHED BUSINESS**

A. Committee of the Whole

MOTION: Commissioner Dean moved to enter into the Committee of the Whole at 7:44 PM.

Entered into the Committee of the Whole and discussion ensued regarding the following items:

- a. Discussion regarding desired design components for proposed roadway improvements within the city limits; and
- b. Discussion regarding the need for a City ordinance regulating proposed utility facilities.
- c. Review and discussion of Chapter 3, Transportation, of the City Comprehensive Plan as part of the requirement for the Planning Commission to annually review of the one or more elements of the City's Comprehensive Plan (WMC Section 2.60.010.B.)

MOTION: Commissioner Ledford moved to exit the Committee of the Whole at 8:44 PM

**XI. COMMUNICATIONS**

No statements made regarding the following items.

- A. Permit Information
- B. Enforcement Log

**XII. AUDIENCE COMMENTS**

No one present to speak.

**XIII. STAFF COMMENTS**

Ms. Crawford stated that the next Planning Commission meeting would be on April 9, 2013.

**XIV. COMMISSION COMMENTS**

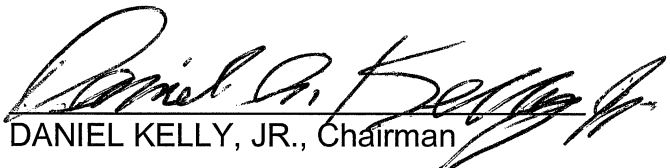
Chair Kelly thanked everyone for their participation at tonight's meeting.

**XV. ADJOURNMENT**

The regular meeting adjourned at 8:47 PM.

ATTEST:

Tahirih Revet  
TAHIRIH REVET, Planning Clerk

  
DANIEL KELLY, JR., Chairman

Adopted by the Wasilla Planning Commission April 9, 2013.