



**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.**

**JUNE 11, 2013**

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. APPROVAL OF AGENDA
- V. REPORTS
  - A. Brad Swartz, MSB – Update on MSB road projects
  - B. City Deputy Administrator
  - C. City Public Works Director
  - D. City Attorney
  - E. City Planner
- VI. PUBLIC PARTICIPATION (*five minutes per person, for items not scheduled for public hearing*)
- VII. CONSENT AGENDA
  - A. Minutes of May 14, 2013, regular meeting
  - B. Minutes of May 21, 2013, special meeting

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

A. PUBLIC HEARINGS

1. Item: Landscape Waiver (Reso. #13-09)  
Petitioner: Christina Sena, owner of The Perfect Start, LLC  
Request: Approval to allow 82% of the lot to remain cleared of vegetation, which is 12% more than the 70% clearing allowed in WMC 16.33.050(A)(2) in order to develop a new drive-through coffee stand. Note: Prior to the applicant leasing the lot, 100% of the lot had been totally cleared of vegetation. The Applicant is proposing to add 18% of vegetation to the lot.  
  
Total Area: 1.13 acres±  
Site Address: 1501 W. Parks Highway  
Lot 15, Block 3, Wasilla Heights Subdivision  
  
Zoning: Commercial  
Future Land Use: Generally Commercial/Business
  
2. Item: Landscape Waiver (Reso. #13-10)  
Petitioner: Tom Adams, Lounsbury & Associates, Agent for Kendall Ford of Wasilla  
  
Owner: Corporate Way Properties  
Request: Approval to allow 77% of the lot to remain cleared of vegetation, which is 7% more than the 70% clearing allowed in WMC 16.33.050(A)(2) in order to build an addition to the existing sales building. Note: Kendall Ford was developed prior to the adoption of the current landscape regulations. However, the expansion requires them to come into compliance with the regulations or request a waiver.  
  
Total Area: 12.07 acres±  
Site Address: 2701 E. Sun Mountain Avenue  
Lot 2, Sun Plaza Subdivision  
  
Zoning: Commercial  
Future Land Use: Generally Commercial/Business

B. COMMITTEE OF THE WHOLE

1. Discussion to identify revisions to draft Downtown Area Plan
2. Discussion of Planning Commission responsibilities and drafting of work plan for remainder of 2013

IX. UNFINISHED BUSINESS

- 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, June 11, 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  
Mr. Daniel Kelly, Jr., Seat B  
Vacant, Seat D  
Ms. Glenda Ledford, Seat E  
Mr. William Green, Seat F

Commissioners absent and excused were:

Ms. Jessica Dean, Seat C  
Mr. Jesse Sumner, Seat G

Staff in attendance were:

Mr. Archie Giddings, Public Works Director  
Ms. Tina Crawford, City Planner  
Ms. Sandi Connolly, Public Works 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. Brad Swartz, MSB – Update on MSB road Railroad projects  
Mr. Swartz handed out information regarding projects within the MSB and then provided a report on the projects.

B. City Deputy Administrator  
No Report Given

C. City Public Works Director  
Mr. Giddings provided a report on the City Council meeting for June 11, 2013.

D. City Attorney  
No report given.

E. City Planner

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

No one spoke.

**VIII. CONSENT AGENDA**

A. Minutes of May 14, 2013, regular meeting

B. Minutes of May 21, 2013, special meeting

GENERAL CONSENT: Minutes were approved as presented.

**IX. NEW BUSINESS**

**A. PUBLIC HEARINGS**

1. Item: Landscape Waiver (Reso. #13-09)  
Petitioner: Christina Sena, owner of The Perfect Start, LLC  
Request: Approval to allow 82% of the lot to remain cleared of vegetation, which is 12% more than the 70% clearing allowed in WMC 16.33.050(A)(2) in order to develop a new drive-through coffee stand. Note: Prior to the applicant leasing the lot, 100% of the lot had been totally cleared of vegetation. The Applicant is proposing to add 18% of vegetation to the lot.

Total Area: 1.13 acres±

Site Address: 1501 W. Parks Highway  
Lot 15, Block 3, Wasilla Heights Subdivision

Zoning: Commercial

Future Land Use: Generally Commercial/Business

a. Staff Report

Ms. Crawford provided an overview of the request by the applicant.

b. Applicant

Ms. Christina Sena provided a summary of why she is requesting a landscape waiver.

c. Private person supporting or opposing the proposal

Chair Kelly opened the public hearing.

With no comments, Chair Kelly closed the public hearing.

d. Applicants Response

No comments.

MOTION: Commissioner Green moved to approve Resolution 13-09, as presented.

MOTION: Commissioner Green moved to amend the main motion to allow the applicant to wait until the right-of-way acquisition by the State is completed to install the landscaping.

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

VOTE: The motion to approve Resolution Serial No. 13-09, as amended, passed unanimously.

2. Item: Landscape Waiver (Reso. #13-10)  
Petitioner: Tom Adams, Lounsbury & Associates, Agent for Kendall Ford of Wasilla  
Owner: Corporate Way Properties  
Request: Approval to allow 77% of the lot to remain cleared of vegetation, which is 7% more than the 70% clearing allowed in WMC 16.33.050(A)(2) in order to build an addition to the existing sales building. Note: Kendall Ford was developed prior to the adoption of the current landscape regulations. However, the expansion requires them to come into compliance with the regulations or request a waiver.  
Total Area: 12.07 acres±  
Site Address: 2701 E. Sun Mountain Avenue  
Lot 2, Sun Plaza Subdivision  
Zoning: Commercial  
Future Land Use: Generally Commercial/Business

a. Staff Report

Ms. Crawford provided an overview of the request by the applicant.

b. Applicant

Mr. Tom Adams, Lounsbury & Associates, Inc., representative for Kendall Ford, provided a brief summary of the request for the waiver of land clearing restrictions and discussed proposed amendments to the conditions for approval.

c. Private person supporting or opposing the proposal

Chair Kelly opened the public hearing.

With no comments, Chair Kelly closed the public hearing.

d. Applicants Response

No comments.

MOTION: Commissioner Ledford moved to approve this Resolution 13-10, as presented.

MOTION: Commissioner Brown moved to amend Resolution Serial No. 13-10 to modify condition #1:

1. Landscaping and vegetation on the site must be installed and maintained in perpetuity as shown on the eight landscape sheets and drawings attached as Exhibit A, as required in WMC 16.33.060

To now read as follows:

1. Landscaping and vegetation on the property must be installed and maintained to provide a minimum of 23% groundcover.

VOTE: The motion to modify condition #1, passed unanimously.

MOTION: Commissioner Brown moved to amend Resolution Serial No. 13-10 to modify condition #3:

3. Prior to beginning redevelopment of the subject parcel, the applicant must provide the landscape guarantee required in WMC 16.33.040.

To now read as follows:

3. Prior to beginning redevelopment of the subject parcel, the applicant must submit a final landscape plan to the City Planner for approval and provide the landscape guarantee required in WMC 16.33.040.

VOTE: The motion to modify condition #3, passed unanimously.

VOTE: The motion to approve Resolution Serial No. 13-10, as amended, passed unanimously.

B. COMMITTEE OF THE WHOLE

MOTION: Commissioner Ledford moved to enter into the Committee of the Whole at 8:08 PM.

*(Commissioner Brown requested a 5 minute break at 8:08 PM. The meeting reconvened at 8:13 PM)*

Entered into the Committee of the Whole to discuss the following items:

1. Discussion to identify revisions to draft Downtown Area Plan
2. Discussion of Planning Commission responsibilities and drafting of work plan for remainder of 2013

MOTION: Commissioner Ledford moved to exit the Committee of the Whole at 9:26 PM.

**XI. UNFINISHED BUSINESS**

No unfinished business.

**XII. COMMUNICATIONS**

No statements made regarding the following items.

- A. Permit Information
- B. Enforcement Log

**XIII. AUDIENCE COMMENTS**

No comments

**XIV. STAFF COMMENTS**

No comments

**XV. COMMISSION COMMENTS**

Commissioner Brown stated he will provide a report to the City Council at their next meeting on June 24, 2013.

**X. ADJOURNMENT**

The regular meeting adjourned at 9:28 PM.

  
DANIEL KELLY, JR., Chairman

ATTEST:

  
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TAHIRIH REVET, Planning Clerk

Adopted by the Wasilla Planning Commission July 9, 2013.