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**REGULAR MEETING**

**CALL TO ORDER**

The regular meeting of the Wasilla Planning Commission was called to order at 6:00 PM on Tuesday, October 13, 2015, in Council Chambers of City Hall, Wasilla, Alaska by Glenda Ledford, Chair.

**II. ROLL CALL**

Commissioners present and establishing a quorum were:

- Claudia Pinard, Seat A
- Debra Barrett, Seat B
- Loren Means, Seat D
- Glenda Ledford, Seat E

Commissioner absent and excused was:

- Jessica Dean, Seat C

Staff in attendance were:

- Ms. Tina Crawford, City Planner
- Ms. Lyn Carden, Deputy Administrator
- Ms. Tahirih DesJardin, 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

Ms. Carden stated that the City now has a banner and provided a brief summary of the International Economic Development Council's conference in Anchorage and provided a brochure that was handed out at the conference by the City.

- B. City Public Works Director  
No report given.

- C. City Attorney  
No report given.

- D. City Planner

Ms. Crawford stated that MEA submitted their permits for the proposed routes for the transmission lines and they will be on the November 10, 2015 meeting agenda. She

also stated that she has tentatively planned three meetings with the Downtown Overly District Committee in November and it will be a committee of the whole discussion.

**VI. PUBLIC PARTICIPATION** *(Three minutes per person for items not on agenda)*

Ms. Jessica Smith stated that she is the new Transportation Planner with the Borough and provided a brief summary of the projects the Borough is doing now.

**VII. CONSENT AGENDA**

A. Minutes of September 8, 2015, regular meeting

GENERAL CONSENT: Minutes were approved as presented.

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

A. Public Hearing

1. Item: **Land Clearing Waiver #15-06** (Reso. #15-18)  
Request: Approval to clear 100 percent of Lot A5, which is 30 percent more than the 70 percent clearing allowed in WMC 16.33.050(A)(2).  
Applicant: Cameron Johnson  
Owner: ARC Land Development, LLC  
Total Area: 5.0 acres +/-  
Location: 1250 N. Lucille Street  
Lot A5, Township 17N Range 1 West, Section 4  
Zoning: Residential Multifamily (RM)

a. City Staff

Ms. Crawford provided a summary of the request for the land clearing waiver.

*[CLERK'S NOTE: Commissioner Barrett recused herself from making any decisions in regards to the Land Clearing Waiver #15-06, as she has a financial relationship with the applicant]*

b. Applicant

Mr. Cameron Johnson, A&G Associates, provided a summary on why he is asking for approval to clear 100 percent of the vegetation on Lot A5.

Mr. Doug Gibson, architect for applicant, provided a summary of the request for the clearing of the vegetation.

Discussion moved to the Commission.

Mr. Jon Petrunic landscape architect for the applicant, provided a statement of the thought behind the layout of the landscaping.

Discussion ensued

Mr. Johnson provided more information regarding the development he is proposing.

c. Private person supporting or opposing the proposal  
Chair Ledford opened the public hearing.  
With no one present, Chair Ledford closed the public hearing.

d. Applicant  
No further comments by Mr. Johnson.

MOTION: Commissioner Pinard moved to approve Land Clearing Waiver #15-06 (Reso. #15-18), as presented.

MOTION: Commissioner Pinard moved to amend Landscape Plan Sheet L1.2 to revise the note that states 13 Colorado Green Spruce to 19 to be consistent with the drawing.

VOTE: The motion to amend the landscape plan, passed unanimously.

MOTION: Commissioner Pinard moved to retain existing vegetation along Lucille Street and supplement with three additional evergreen trees in addition to the proposed trees shown on Landscape Plan Sheet L1.2

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

MOTION: Commissioner Means moved to retain mature trees within the southern vegetated area to the greatest extent feasible.

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

Discussion moved to the Commission.

VOTE: The motion to approve Land Clearing Waiver #15-05 (Reso. #15-18) as amended, passed unanimously.

2. Item: **Conditional Use Permit #15-02** (Reso. 15-19)  
Request: Approval for a 1,296 square foot second story addition to the existing Denali Gymnastics building.  
Applicant: Lynn Reynolds, Denali Gymnastics  
Owner: Criterion Properties LLC  
Total Area: 2.0 acres +/-  
Location: 300 E. Kalli Circle  
Lot 8A, Haley Hills Park Re-subdivision  
Zoning: Commercial (C)

a. City Staff  
Ms. Crawford provided a summary of the request for an addition to Denali Gymnastics.

b. Applicant

Mr. Lynn Reynolds, owner of Denali Gymnastics, provided a summary of the request to add onto the current gym.

c. Private person supporting or opposing the proposal

Chair Ledford opened the public hearing.

With no other comments, Chair Ledford closed the public hearing.

d. Applicant

Discussion moved to the Commission.

MOTION: Commissioner Means moved to approve Conditional Use Permit #15-02 (Reso. #15-19), as presented.

MOTION: Commissioner Means moved to amend Resolution Serial No. 15-19, condition number 3 to read as follows:

3. Construction on the site must substantially comply with the site plan and ~~landscape plan~~ date stamped September 11, 2015, ...

VOTE: The motion to amend Resolution Serial No. 15-19, passed unanimously.

VOTE: The motion to approve Conditional Use Permit #15-02 (Resolution Serial No. 15-19), passed unanimously.

B. Committee of the Whole

1. COW – Discussion regarding landscaping requirements within the City Limits.

MOTION: Commissioner Means moved to enter into the Committee of the Whole to discuss landscaping requirements within the City Limits at 7:55 PM.

Ms. Crawford provided a statement in regards to what is currently in the code.

MOTION: Commissioner Pinard moved to exit the Committee of the Whole at 8:23 PM.

**X. UNFINISHED BUSINESS**

No unfinished business.

**XI. COMMUNICATIONS**

No statements made regarding the following items.

- A. Permit Information
- B. Enforcement Log
- C. Matanuska-Susitna Borough Planning Commission agenda

**XII. AUDIENCE COMMENTS** (*three minutes per person*)

No comments.

**XIII. STAFF COMMENTS**

Ms. Crawford stated that she is willing to provide training to the Commission regarding legal requirements and permit review processes. Also, she reminded them that MEA's meeting in November is quasi-judicial so the Commissioner's can not talk about it to any one.

**XIV. COMMISSION COMMENTS**

Commissioner Barrett thanked Ms. Crawford for her constructive feedback during meetings.

Commissioner Pinard provided feedback on tonight's meeting and thanked Ms. Crawford for providing information.

Commissioner Means thanked Commissioner Pinard for her feedback.

Commissioner Ledford provided feedback on tonight's meeting.

**XV. ADJOURNMENT**

The regular meeting adjourned at 8:41 PM.

ATTEST:

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GLENDAL LEDFORD, Chairman      Date

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TAHIRIH DESJARDIN, Planning Clerk

Adopted by the Wasilla Planning Commission -, 2015.

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