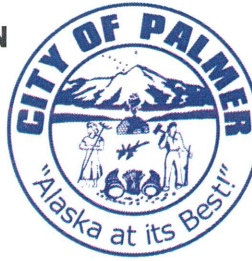




City of Palmer
Planning and Zoning Commission Packet
October 19, 2023



PLANNING & ZONING COMMISSION
REGULAR MEETING
6 PM, THURSDAY, OCTOBER 19, 2023
CITY COUNCIL CHAMBERS
231 W. EVERGREEN AVENUE, PALMER
www.palmerak.org



CHAIR CASEY PETERSON
VICE CHAIR PENNY MOSHER
COMMISSIONER LINDA COMBS
COMMISSIONER LISBETH JACKSON
COMMISSIONER JOHN MURPHY
COMMISSIONER KRISTY THOM BERNIER
VACANT

AGENDA

- A. Call to Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Approval of Agenda
- E. Minutes of Previous Meetings
 - 1. Regular Meeting of October 20, 2022
 - 2. Regular Meeting of January 19, 2023
 - 3. Regular Meeting of March 16, 2023
 - 4. Regular Meeting of April 20, 2023
 - 5. Regular Meeting of July 20, 2023
 - 6. Regular Meeting of August 17, 2023
 - 7. Regular Meeting of September 14, 2023
- F. Reports
- G. Audience Participation
- H. Public Hearings
- I. Unfinished Business
- J. New Business
 - 1. IM 23-017: Annual Review of Conditional Use Permits
- K. Plat Reviews
 - 1. IM 23-018: Abbreviated Plat Review – To create two lots from Lot 1, Caulkins subdivision, Plat No. 93-95, to be known as Lots 1A and 1B, located outside Palmer city limits
 - 2. IM 23-019: Abbreviated Plat Review – To create one lot from Lot 1, Mosier Estates, Plat No. 2014-3 and Tax Parcel C12, in Section 33, Township 18 North, Range 2 East, Seward Meridian, to be known as Palmer Towne, located inside Palmer city limits
- L. Public Comments
- M. Commissioner Comments
- N. Adjournment



Minutes



Meeting Minutes

The minutes for the October 20, 2022, January 19, March 16, July 20, August 17 & September 14, 2023 Planning and Zoning Commission meeting were not ready in time to be included with your packet.

When the minutes are received, a copy will be emailed to each Commissioner and will be available at the meeting.

**PLANNING & ZONING COMMISSION
CITY OF PALMER, ALASKA**

**REGULAR MEETING
THURSDAY, APRIL 20, 2023
6:00 P.M. - COUNCIL CHAMBERS**

A. CALL TO ORDER:

The regular meeting of the Planning and Zoning Commission was called to order by Chair Peterson at 6:00 p.m.

B. ROLL CALL:

Present and constituting a quorum were Commissioners:

Casey Peterson, Chair
Penny Mosher, Vice Chair
John Murphy
Kristy Thom Bernier
(Vacant)

Absence(s) excused without objection:

Linda Combs
Lisbeth Jackson

Also present were:

Brad Hanson, Community Development Director
Kimberly McClure, Community Development Specialist
Pam Whitehead, Recording Secretary (via Zoom teleconference)

C. PLEDGE OF ALLEGIANCE: The Pledge was performed.

D. APPROVAL OF AGENDA:

The agenda was approved as presented without objection by all members present.

[Thom Bernier, Murphy, Mosher, Peterson; *Absent*: Combs, Mosher]

E. MINUTES OF PREVIOUS MEETING(S):

1. Regular Meeting of October 20, 2022 – pending
2. Regular Meeting of January 19, 2023 – pending
3. Regular Meeting of March 16, 2023 - pending

G. REPORTS:

Staff Report: Director Hanson:

- Updated regarding status of the Library, hopefully to be reopened at its temporary location on about May 1st;
- Updated with regard to the Railroad Right-of-Way;
- Announced City of Palmer Cleanup Day will be May 9-13, 2023;
- Announced and described all the activities of the upcoming Great Alaska Aviation Gathering on the weekend of May 5, 6, and 7;
- Inquired of the Commission if they find the subscription of the Zoning Bulletin of value and whether they would want to continue to receive it considering the increased cost;
- Responded to Commissioner questions.

G. AUDIENCE PARTICIPATION: None.

H. PUBLIC HEARINGS:

- 1. Resolution No. 23-003:** A Resolution of the Palmer Planning and Zoning Commission Granting a Conditional Use Permit to Operate a Residential Care Facility for Five Residents in an R-2, Low Density Residential District at 267 South Cobb Street, Palmer, Located on Lots 10 & 11 (10-1), Block 3, ARRC #1.

Chair Peterson inquired and confirmed there has been no *ex parte* communication on this topic involving any members of the commission.

Director Hanson provided a staff report on Resolution 23-003, summarizing the Applicant, Giant Cabbage Properties, LLC and Owners Jerod T. Perron & Kara C. Kusche, have applied for a conditional use permit to operate a residential care facility for five residents/patients; reported the request is a permitted use in an R-2 by obtaining a CUP. Community Development recommends approval of this request with certain conditions which are listed in the Resolution. He provided background, site information, and other considerations itemized in the packet. Notification and publication requirements pursuant to code have been met. A total of 17 written comments were received in response with 15 in favor, 0 opposed, and 2 no objection.

Findings of Fact: PMC 17.72.050 in granting a conditional use permit, the Commission must make the following findings:

Fact 1) The conditional use will preserve the value, spirit, character and integrity of the surrounding area.

- Chapter 6, Land Use, of the Comprehensive Plan Goal 2 of the Comprehensive Plan encourages maintaining high quality residential neighborhoods; promote development of a range of desirable new places to live in Palmer; and
- Chapter 6, Goal 2 under Objective A recommends promoting a diverse range of quality housing, from attractive higher density housing in or near downtown, to outlying housing in more rural settings; and
- Chapter 6, Goal 2 under Objective C speaks of encouraging infill and higher density housing in and around downtown, and to prepare new zoning standards and design guidelines to ensure higher density housing is high quality, to benefit the residents and the community.

Staff finds the following facts support a finding that this conditional use will preserve the value, spirit, character and integrity of the surrounding area:

- a) Based on the CUP application, the proposed residential care facility for five residents will be maintained by the property owner; provide staff 24 hours per day and will be properly licensed by the State of Alaska.
- b) The proposed conditional use permit for a residential care facility does create an opportunity to meet a need that is in high demand for those residents in our community who are developmentally delayed and will help support families desiring to stay in close proximity to their loved ones in Palmer. The property is located within the central business district near downtown, in a safe neighborhood that benefits the public infrastructure and has access to sidewalks, nearby parks, and open space.

- c) The property is surrounded by R-2 Low Density residential and R-4 High Density residential uses which will be compatible with the use of the structure for a residential care facility thereby preserving the value, spirit, character and integrity of the surrounding area.

Fact 2) The conditional use fulfills all other requirements of this title pertaining to the conditional use in question.

Staff finds the following facts support a finding that this conditional use fulfills all other requirements of this title pertaining to the conditional use in question:

- a) PMC 17.24.030 allows for a residential care facility for four or fewer patients through a conditional use permit in the R-2 Low Density Residential District; the applicant is applying for a conditional use permit for a residential care facility for five patients/residents in an R-2 Low Density Residential District.
- b) The proposed residential care facility for five residents fulfills all other requirements of this title pertaining to the conditional use in question as the parking requirement of four spaces will not change with the proposed conditional use. Landscaping is not required for parking lots for single-family and two-family dwellings. The proposed residential care facility will be located within the existing residential structure and does not change the existing setbacks and building height.
- c) The proposed residential care facility will be located within the existing residential structure that was built across the property line and met the minimum required lot size of 7,200 square feet and lot width of 60 feet at the time of construction as required by the zoning code.
- d) An ADU permit was approved on May 27, 2021, to convert the attached garage into a two-bedroom accessory dwelling unit. One of the conditions of the ADU permit is that the owner may not receive any rent from the owner-occupied unit. The ADU permit will need to be revoked upon final inspection of the residential care facility from the Building Inspector because the conversion of the principal dwelling unit (owner-occupied) into a residential care facility will prohibit the owner from receiving any rent from the residential care facility.

Fact 3) Granting the conditional use permit will not be harmful to the public health, safety, convenience and comfort of the neighborhood.

Staff finds the following facts support a finding that this conditional use permit will not be harmful to the public health, safety convenience and comfort of the neighborhood:

- a) The proposed residential care facility for five patients/residents will be located within the existing five-bedroom structure and will not be harmful to the public health, safety, convenience and comfort of the neighborhood because it will not increase the demand on the public services, such as sewer, water, traffic and public schools.
- b) The proposed residential care facility will be operated in compliance with the standards and conditions outlined in this conditional use permit, and any applicable codes, laws and regulations.
- c) The existing access will be sufficient for the proposed residential care facility use as the change of use from a five-bedroom residential dwelling into a residential care facility for five patients will not cause an increase in the amount of traffic.
- d) To ensure the safety, convenience and comfort of the neighborhood is preserved, all parking is required to be located on the east side of the property adjacent to the alley. No parking is permitted within the right-of-way of S. Cobb Street or W. Birch Avenue.

Fact 4) Sufficient setbacks, lot area, buffers, or other safeguards are being provided to meet the

conditions.

Staff finds the following facts support a finding that sufficient setbacks, lot area, buffers, or other safeguards are being provided to meet the conditions:

- a) The existing structure built in 1963 across lots 10 & 11 meets the setback requirements for the R-2, Low Density Residential District; no building expansion is proposed for the residential care facility.
- b) The existing structure met the required lot area of 7,200 square feet and the required minimum lot width of 60 feet in accordance with the zoning code at the time of construction. However, the current code requirement for minimum lot size for two dwelling units is 10,000 sf. No further expansion of the structure in its entirety for additional dwelling units will be permitted due to lot area requirements.
- c) Open space requirements do not apply since the structure was built prior to January 17, 1978, and the footprint has not been significantly altered.
- d) The use of the structure is a single-family residence with the allowance of up to five residential care patients plus required staff. Once the ADU permit has been revoked, the converted garage will not be eligible to become an additional rental unit. If the converted garage is to be used as a part of the Residential Care Facility, it will be subject to a Fire and Life Safety Plan Review.

Fact 5) If the permit is for a public use or structure, is the public use or structure located in a manner which will maximize public benefits.

Staff finds:

- a) The requested conditional use permit is not for a public use or structure as the proposed residential care facility and property is under the private ownership of Jerod T. Perron and Kara C. Kusche.

Staff Recommendation:

A residential care facility for four or fewer patients is a Conditional Use allowed in an R-2, Low Density Residential District. The applicant has applied for a conditional use permit to operate a residential care facility for five patients in an R-2, Low Density Residential District. Based on our review of the request, Community Development recommends approval of the Conditional Use Permit to allow for the operation of a residential care facility for five patients/residents in an R-2, Low Density Residential District, with the following conditions:

- 1) All development must comply with all federal, state and local regulations.
- 2) Obtain all necessary building permits and Fire and Life Safety Plan Review from the City of Palmer Building Department.
- 3) Remain in compliance with the quiet hours established in Palmer Municipal Code Chapter 8.36.025.
- 4) Accessory Dwelling Unit Permit will be revoked after all permitted work has been completed and final inspection of residential care facility from City of Palmer Building Inspector.
- 5) The use of the structure is a single-family residence with the allowance of up to five residential care patients plus required staff. Once the ADU permit has been revoked, the converted garage will not be eligible to become an additional rental unit. If the converted garage is to be used as a part of the Residential Care Facility, it will be subject to a Fire and Life Safety Plan Review.
- 6) No further expansion of the structure in its entirety for additional dwelling units will be permitted

due to lot area requirements.

- 7) To ensure the safety, convenience and comfort of the neighborhood is preserved, all parking is required to be located on the east side of the property adjacent to the alley. No parking is permitted within the right-of-way of S. Cobb Street or W. Birch Avenue.

It is recommended that the Planning Commission adopt Staff's analysis and findings and grant the requested Conditional Use Permit. The permit would allow the operation of the residential care facility for five residents in an R-2, Low Density Residential District.

Public Hearing: Chair Peterson opened the public hearing at 6:24 p.m.

Applicant's Testimony:

Kara C. Kusche, Co-Applicant/Property Owner, on behalf of herself and her husband Co-Applicant/Property Owner, Jerod T. Perron, testified in support of the requested Conditional Use Permit to operate a Residential Care Facility (synonymous with an assisted living facility). They are also owners of Grand Cabbage Properties. They propose to open an assisted living home for five intellectually and developmentally delayed adults. She described the 5-bedroom home setting, one adult in each bedroom. The home will be fully licensed by the State of Alaska, Department of Health, Division of Senior & Disability Services, and operate within the high standards. They will also hold Medicaid certification. She and Jerod will continue to live on the property with at least one of them there at all times with the residents. At some point in time months down the road after opening, they may consider hiring staff to assist. She described how assisted living homes operate and the services offered in the home with normal everyday living and household tasks. She also itemized services not provided, highlighting they are not a medical or nursing facility, or mental health or counseling facility, and residents will receive medical care at providers within the community. She is ready to submit the various plans needed for State Licensing. They are also prepared to submit a Fire and Life Safety Plan to the City and subsequently install the approved sprinkler system. In speaking with her neighbors, they have been met with only positivity and support with no expressed concerns or opposition. She concluded by addressing the Findings and Conclusions in Resolution 23-003 and believes they support approval of the Conditional Use.

There being no others coming forward to speak, Chair Peterson closed the public hearing at 6:38 p.m.

Main Motion: For approval of Resolution No. 23-003, A Resolution of the Planning & Zoning Commission granting a Conditional Use Permit to Operate a Residential Care Facility for Five Residents in an R-2, Low Density Residential District at 267 South Cobb Street, Palmer, located on Lots 10 & 11 (10-1), Block 3, ARRC #1, including Staff Findings of Fact 1-5, Staff Recommendation with conditions 1-7, as presented.

Moved by:	Mosher
Seconded by:	Murphy
Vote:	Unanimous [Murphy, Mosher, Peterson, Thom-Bernier [Absent: Combs, Jackson]
Action:	Motion Carried.

Director Hanson recited the appeal process.

I. UNFINISHED BUSINESS: None.

J. NEW BUSINESS:

1. **IM 23-006:** Annual Review of Accessory Dwelling Units (ADUs).

Director Hanson directed attention to packet p. 67, for the Accessory Dwelling Unit List, noting of the two listed, number 1 was closed, and number 2 was approved.

2. **Committee of the Whole:** Discuss IM 23-007, Review PMC Title 17 Zoning code language regarding Residential Care Facilities in residential districts (Note: Action may be taken by the Commission following the committee of the whole.)

Main Motion: To enter Committee of the Whole for Review of PMC Title 17 Zoning Code language regarding Residential Care Facilities in residential districts.

Moved by:	Thom-Bernier
Seconded by:	Mosher
Vote:	Unanimous [Murphy, Mosher, Peterson, Thom-Bernier [Absent: Combs, Jackson]
Action:	Motion Carried.

[The Commission entered Committee of the Whole at 6:47 p.m.; exited at 6:54 p.m.]

Director Hanson recommended to review and update, if needed, PMC Title 17 Definitions and code portions regarding Residential Care Facilities in residential districts and provide comments and feedback should further action be requested.

Chair Peterson called exit to Committee of the Whole at 6:54 p.m.

Main Motion: To allow Staff to update PMC Title 17 definitions, code language, and other administrative language in ADA Informational Handouts, R-1, R-2, R-3, R-4 and R-1E Residential Care Facilities in residential districts.

Moved by:	Mosher
Seconded by:	Thom-Bernier
Vote:	Unanimous [Murphy, Mosher, Peterson, Thom-Bernier [Absent: Combs, Jackson]
Action:	Motion Carried.

3. **Committee of the Whole:** Discuss IM 23-008, Matanuska-Susitna Borough establishment of Metropolitan Planning Organization in an urbanized area (Note: Action may be taken by the Commission following the committee of the whole.)

Main Motion: To enter Committee of the Whole to discuss IM 23-008.

Moved by:	Thom-Bernier
Seconded by:	Murphy
Vote:	Unanimous [Murphy, Mosher, Peterson, Thom-Bernier [Absent: Combs, Jackson]
Action:	Motion Carried.

[The Commission entered Committee of the Whole at 6:55 p.m.; exited at 7:28 p.m.]

Director Hanson directed attention to material in the packet concerning Metropolitan Planning

Organization (MPOs), and gave a presentation informing that communities with populations over 50,000 are required by the Federal Government to form an MPO. As a result of the 2020 US Census parts of the Mat-Su Borough meet that criteria and must form an MPO. No action is required at this point and the discussion tonight is meant to keep P&Z updated with the latest information.

While in Committee of the Whole, the Commission had open discussion regarding MPOs discussing the information contained in the packet.

Chair Peterson called exit to Committee of the Whole at 7:28 p.m.

K. PLAT REVIEWS: None.

L. PUBLIC COMMENTS: None.

M. COMMISSIONER COMMENTS:

Commissioner Thom Bernier:

- Commented the Alaska State Fair is still looking for a CEO; currently a previous CEO, retired, is serving as an interim CEO.
- The Air Show will be taking place the first weekend May, 2023.
- Discussed renovations taking place on the Fairgrounds.
- Announced she will be terming off the Board on May 17, 2023 after 11 years.

N. ADJOURNMENT:

There being no further business, the meeting adjourned without objection at 7:37 p.m.

APPROVED by the Planning and Zoning Commission this ____ day of _____, 2023.

Casey Peterson, Chair

Brad Hanson, Community Development Director



New Business



**CITY OF PALMER
PLANNING & ZONING COMMISSION
INFORMATION MEMORANDUM 23-017**

SUBJECT: Annual Review of Conditional Use Permits

AGENDA OF: October 19, 2023

ACTION: Review and comment

Attachment(s): 1) Log of Active Conditional Use Permits
2) Pertinent information for specific CUPs

Summary: The Commission annually reviews for compliance all active conditional use permits located inside Palmer city limits. The attached log reflects 33 conditional use permits and their status. A total of five conditional use permits needs to be closed; four are due to code amendments allowing the use to become a permitted use and one business has closed. Supplemental information has been provided for the following CUPs:

- 1) Tesoro Fuel Propane Storage Tank
- 2) Glacier View Carwash
- 3) Purely Alaskan Water
- 4) Contractor's Equipment Yard
- 5) Contractor's Caretaker's Residence
- 6) Alaska Demolition
- 7) Food Bank

Recommendation: Review information and direct staff if further action is necessary for compliance of any active conditional use permits.



ACTIVE CONDITIONAL USE PERMITS

As of October 1, 2023

CUP ##	Legal Description	Owner or Function	Physical Address	Zone	Date Issued/ Renewed	Type	Status
07-006	Palmer Industrial Park Lot A-06	Enstar	1632 S Bonanza St. across from the MTA Building	IND	7/17/07	99' Tower	Open/Compliant
	Matanuska Maid RSB Tract B, Lots 1 - 3	Alaska Bible College	248 E. Elmwood Street	CL	9/9/11	College	Open/Compliant
	St. Johns Subdivision, Lot 2	St. John's Lutheran Church	440 E. Elmwood Avenue	CL	5/18/05	Off-Site Parking Lot	Open/Compliant
09-007	Cope, Portion Tract C	Alaska Family Services	1825 S. Chugach Street	CG	4/1/03 4/16/09	Emergency Shelter, Office and Office Addition	Open/Compliant
07-001 08-002	Chugach Colony Estates	Various Owners	920 S. Chugach Street	P	4/19/07 8/21/08	Senior Housing & Stg. Units	Open/Compliant
	Mountain Rose Est.	Mountain Rose Estates	E. Camille Rose Court off of S. Chugach Street	R-1 PUD	8/31/00	Active adult community	Open/Compliant
	Tesoro Fuel	Propane Storage Tank	400 W. Glacier View Ave.	CG	4/5/11	Propane Storage Tank	Open/Compliant *Need to close CUP
	Glacier View L2 B1	Midas	1225 S. Glenn Highway	CG	5/3/00	Carwash	Open/Compliant *Need to close CUP
	Lot 3, Promissory Point	1 st Baptist Church of Palmer	1150 E. Helen Drive	R-1	4/22/11	Youth Addition	Open/Compliant
	Hidden Ranch, Lot #1	Matanuska Telephone	1423 E. Hidden Ranch Loop	R-1E	5/17/05	Communications Hut	Open/Compliant
	Palmer Industrial Park, Tract C-1	AT&T 100' Monopole	1320 S. Industrial Way	IND	9/19/02	100' Monopole Com Tower	Open/Compliant
	T17N, R2E, S5, C16	Alaska Wireless	1301 S. Felton St.		7/2/01	99' Cellular Tower	Open/Compliant
07-005	T17N, R2E, S5, D-11	Purely Alaskan Water	1800 Glenn Highway		4/3/99 6/29/07	Water bottling plant	Open/Compliant *Need to close CUP
	Lot 1, Promissory Point	Noel Kopperud	1125 E. Moore Road		10/4/06	Contractor Equipment Yard	Open/Compliant *Need to close CUP
07-002	Lot 1, Promissory Point	Noel Kopperud	1125 E. Moore Road		5/21/07	Caretaker's Residence	Open/Compliant *Need to close CUP
	17N02ES05 Lot A-26	Verizon Wireless John Novosad	1398 S. Glenn Highway	R-1E	11/22/11	99' Communications Tower	Open/Compliant



ACTIVE CONDITIONAL USE PERMITS

As of October 1, 2023

CUP ##	Legal Description	Owner or Function	Physical Address	Zone	Date Issued/ Renewed	Type	Status
	17N02E08D008	Alaska Demolition	550 E. Rebarchek Avenue		10/21/20- 2/1/29	Landfill & Gravel Extraction	Additional information required
	Johns, L 2-1	Catholic Archbishop of Anc. Church of Jesus Christ of Latter Day Saints	221 S. Valley Way		12/29/92	Foodbank	Open/Compliant
	Bugge's Hill, Tract 00B		560 W. Arctic Ave.		6/1/94	Church	Open/Compliant
09-008	Sherrod Wind Generator	Sherrod Elementary School	Gulkana Street		9/17/09	Erection of 50' wind turbine	Open/Compliant
07-004	City of Palmer	Palmer Police Department	423 S. Valley Way		6/27/07	PPD Shelter & Tower	Open/Compliant
	RIP Cemetery	Palmer Cemetery Assoc.	Arctic Blvd.		7/28/04	Cemetery	Open/Compliant
	T.A. Smith, L8-15, B9	Episcopal Diocese	323 N. Alaska Street		7/10/98	St. Bartholomew's Church	Open/Compliant
	Palmer Airport L. P. 97-1	City of Palmer	101 Airport Road; Forestry Division		9/7/99	100' Antenna tower	Open/Compliant
	Deneke Park, Lot 1	State Office	515 E. Dahlia Street		06/14/99	Helipoint	Open/Compliant
	Lots 13, 14, 15 & 11-1, Block 1, Bailey Heights	Palmer Pentecostal Church	235 W. Albrecht Avenue		10/29/12	Expansion of existing church	Open/Compliant
	Tax Parcel B3, 33-18N-2E	New Harvest/Apostolic Resource Centre, Inc.	555 N. Gulkana Street		1/2/13	Continued use of the structure as a church	Open/Compliant
	Tract A, Fisher's Corner	Robert & Barbara Fisher & Fisher's Fuel, Inc.	175 W. Arctic Avenue		7-19-18	Car Wash	Open/Compliant
	Alaska State Fair	Arctic Alaska Region of The SCCA	2075 S. Glenn Highway		4/18/19	SCCA Events	Open/Compliant Permit expires 4/26/2024
	Lot 4-1, Block 2, Christensen Addn.	Dean Phipps	398 N. Eklutna Street		6/20/19	STR - Type-1 in R-1	Open/Compliant
	5387000L001A	AMERCO (U-Haul)	650 S. Cobb St		6/4/2021	Propane Tank	Has not initiated - Additional site plan & documentation needed
	ARRC #1, Lot 10-1, Block 3	Jerod Perron & Kara Kusche	267 S. Cobb St.		4/20/23	Residential Care Facility for 5	P&Z approved 4/20/23 Not completed/Pending
	Lot 2, Lucas Acres	MEA	1424 S. Margaret Drive		6/15/23	Electrical substation	P&Z approved 6/15/23 Not completed/Pending



Tesoro Propane Tank			
Conditional Use Permit & Date Issued	To construct a 500 gallon propane service facility 04/05/2011		
Legal Description	Glacier View Subdivision, Block 1, Lot 1, Located within Section 5, Township 17 North, Range 2 East, Seward Meridian, Alaska.		
Owner Mailing Address	Tesoro Refining & Marketing Company Attn: John Ramsey or Linda Pieper 19100 Ridgewood Parkway San Antonio, TX 78259		
Permit Expiration Date	This conditional use permit shall remain in force as long as all conditions, laws and ordinances are observed.		
Conditions of Permit	<ol style="list-style-type: none"> 1. Not cause annoying levels of noise, odor, vibration or light emission; not damage value, spirit, character and integrity of surrounding area; not be harmful to the public health, safety, convenience and comfort. 2. Comply with all lot, setback and signage requirements as outlined in the Palmer Municipal Code. 3. Project and site use must comply with all laws and ordinances of federal, state and local governments. 		
Date of Review	08/29/2023	Date Photo Taken:	08/23/2023
Follow Up:	As a result of the addition of the commercial land use matrix on February 23, 2021, a propane service is a permitted use in the General Commercial district. A CUP is no longer required. A letter will be mailed to owner/applicant after October P&Z meeting. CUP is CLOSED.		



Glacier View Car Wash			
Conditional Use Permit & Date Issued	Glacier View Car Wash 5-3-00		
Legal Description	Lot 2, Block 1, Glacier View Subdivision, 17N02E05, 4540B01L002		
Owner Mailing Address	Bilikin Properties LLC 711 E. Northern Lights Blvd. Anchorage, AK 99503-2810		
Permit Expiration Date	This conditional use permit shall remain in force as long as all conditions, laws and ordinances are observed.		
Conditions of Permit	1. Meet all federal, state, and local rules and regulations that oversee discharge of carwash water into public sanitary sewer 2. This CUP will remain valid as long as this use continues and is maintained in a lawful manner.		
Date of Review	08/29/2023	Date Photo Taken:	08/23/2023
Follow Up:	As a result of the addition of the commercial land use matrix on February 23, 2021, a car wash facility is a permitted use in the General Commercial district. A CUP is no longer required. A letter will be mailed to owner/applicant after October P&Z meeting. CUP is CLOSED.		



Purely Alaskan Water			
Conditional Use Permit & Date Issued	Purely Alaskan Water Bottling Plant 6-29-07 (Modification); 4/03/99 (CUP)		
Legal Description	17N02E05D011		
Owner Mailing Address	Purely Alaskan Water 1800 S. Glenn Highway Palmer, AK 99645		
Permit Expiration Date	This conditional use permit shall remain in force as long as all conditions, laws and ordinances are observed.		
Conditions of Permit	<ol style="list-style-type: none"> 1. CUP is valid only for operations described in request for Modification to existing CUP received on 5-10-07 2. Substantial portion of admin. functions to be performed at site insuring this remains wholesale business 3. Any piping for water other than from city water source shall be approved by city 4. Expansion of package/wholesale activity shall be in accordance w/applicable City, borough, state and/or federal codes and regulations 5. CUP is approved for space not to exceed 22,000 s.f. 6. Storage of vehicles not used for wholesale business is prohibited 		
Date of Review	09/07/2023	Date Photo Taken:	09/05/2023
Follow Up:	Business dissolved June 3, 2020; space for lease. CUP CLOSED		



Kopperud's Equipment Storage Yard			
Conditional Use Permit & Date Issued	Contractor's Equipment Storage Yard 10/04/06		
Legal Description	Lot 1, Promissory Point, 17N02E05, 5704000L001		
Owner Mailing Address	Noel H. Kopperud PO Box 4470 Palmer, AK 99645		
Permit Expiration Date	This conditional use permit shall remain in force as long as all conditions, laws and ordinances are observed.		
Conditions of Permit	<ol style="list-style-type: none"> 1. Trees, shrubs and other natural vegetation on western edge of property to be preserved 2. Existing driveway on Moore Rd. shall be the only vehicle and equipment access point 3. Sight-obscuring fencing, at least 12 feet in height, shall be maintain on east edge of property 4. No advertising signage 5. Storage of junk vehicles is prohibited 6. Commercial storage, salvage or junkyard activities is prohibited 		
Date of Review	09/07/2023	Date Photo Taken:	09/05/2023
Follow Up:	As a result of the addition of the commercial land use matrix on February 23, 2021, a contractor's yard is a permitted use in the Industrial district. A CUP is no longer required. A letter will be mailed to owner/applicant after October P&Z meeting. CUP is CLOSED.		



Kopperud's Caretaker's Residence			
Conditional Use Permit & Date Issued	07-002 Kopperud Caretakers Residence 5/21/07		
Legal Description	Lot 1, Promissory Point, 17N02E05, 5740000L001		
Owner Mailing Address	Noel H. Kopperud PO Box 4470 Palmer, AK 99645		
Permit Expiration Date	This conditional use permit shall remain in force as long as all conditions, laws and ordinances are observed.		
Conditions of Permit	Obtain all necessary building permits from City of Palmer. All development must comply with federal, state and local regulations.		
Date of Review	09/08/2023	Date Photo Taken:	09/05/2023
Follow Up:	As a result of the update to the commercial land use matrix on May 25, 2021, a dwelling for caretaker is a permitted accessory use in the Industrial district. A CUP is no longer required. A letter will be mailed to owner/applicant after October P&Z meeting. CUP is CLOSED.		



Alaska Demolition Inert Landfill			
Conditional Use Permit & Date Issued	Alaska Demolition Inert Landfill 2/24/14		
Legal Description	17N02E08D008		
Owner Mailing Address	Alaska Demolition, Justin Green 2817 Rampart Drive Anchorage, AK 99501-3126		
Permit Expiration Date	2/24/24		
Conditions of Permit	Five year review and conditions modified on September 20, 2018 by P & Z Commission.		
Date of Review		Date Photo Taken:	
Follow Up:	Memo and survey report provided on September 29, 2023.		



Specializing in Demolition & Environmental Services
Phone: 907-274-DEMO (3366) Fax: 907-248-6065
2817 Rampart Drive, Suite # 101, Anchorage, AK 99501

September 27, 2023

Received

SEP 29 2023

City of Palmer

Brad Hanson Director of Community Development
Department of Community Development
City of Palmer
645 E. Cope Industrial Way
Palmer, Alaska 99645-6748
Phone: (907) 761-1322

Subject: **Conditional Use Permit for Alaska Demolition – Property ID # 17N02E08D008**
Re: **2023 Site Survey and Estimated Volumes**

Dear Mr. Hanson:

Please find attached the certified Site Survey conducted by Denali North Surveying of Palmer, Alaska. The following quantities represent the volume for the landfill in the calendar year July 26, 2022, through August 14, 2023:

The total volume of C & D	48,831 cubic yards
Total Volume of Exempt materials (Concrete/Organic)	16,022 cubic yards
Total volume pit-run gravel exported-	<u>2,691 cubic yards</u>
Net annual gain	67,544 cubic yards

Please note that the quantities are identified on the certified survey conducted by Denali North.

Should you have any questions, please contact our office.

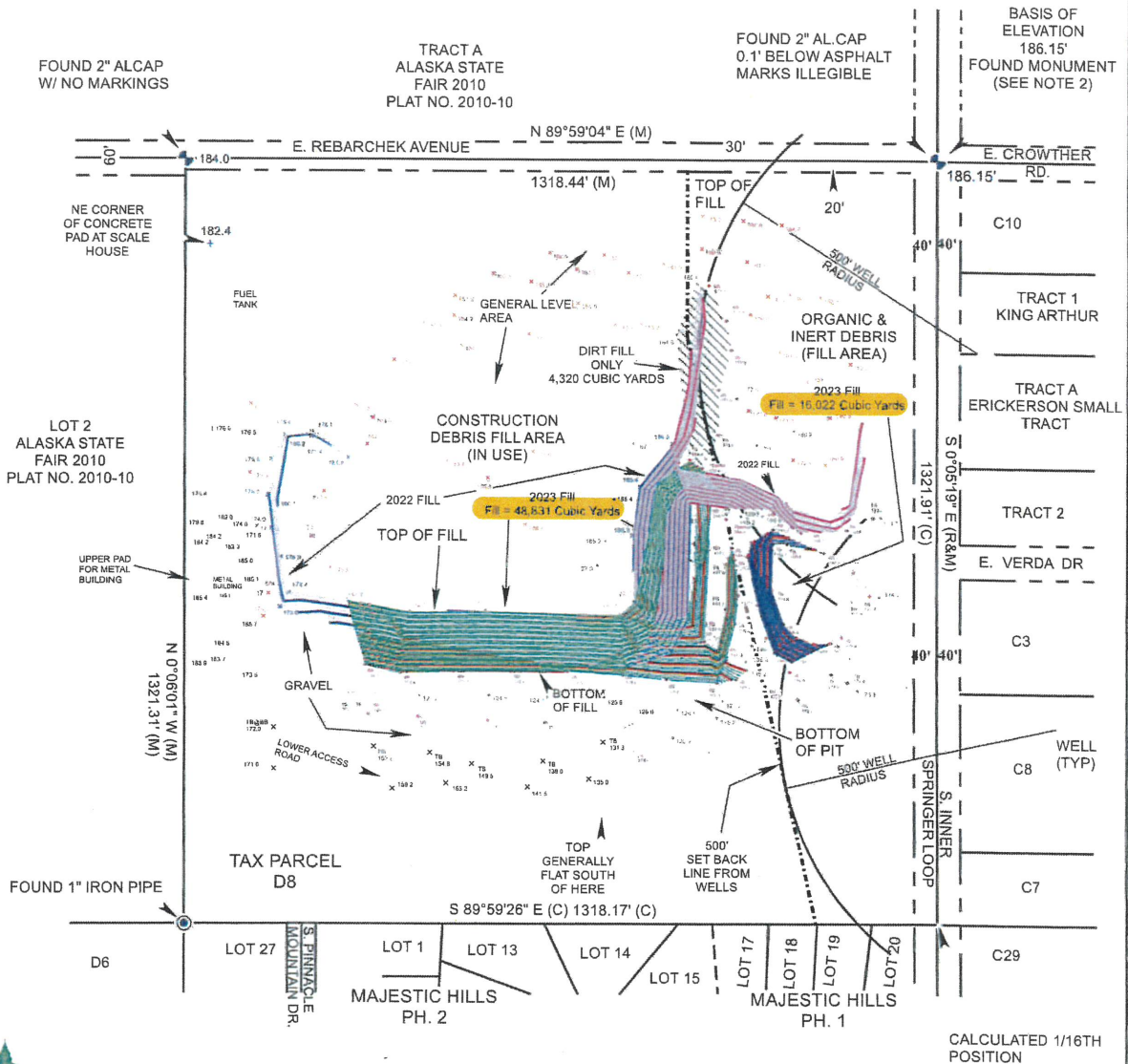
Respectfully,

Shaun Tucker
Environmental and Business Manager
Alaska Demolition, LLC.

Specializing in Demolition and Environmental Services

NOTES:

1. THIS PARCEL MAY BE SUBJECT TO RESERVATIONS, EXCEPTIONS, EASEMENTS, RIGHT-OF-WAYS, AND OTHER MATTER, IF ANY, NO TITLE RESEARCH WAS CONDUCTED.
2. ELEVATION AS SHOWN ON UPDATED SITE MAP BY SHANNON & WILSON, INC.
3. (R) RECORD DATA FROM PLAT NO. 2005-5, (M) MEASURED DATA
4. FILL AREA ARE A COMBINATION OF CONSTRUCTION DEBRIS AND ONSITE GRAVEL.
5. WELL LOCATION ONLY FOUND ON TRACT A ERICKERSON SMALL AND TAX PARCEL C8
6. WELL LOCATION SURVEY DONE MARCH 8TH 2023

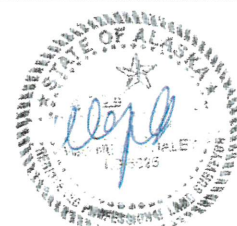


DENALI NORTH

230 E. Paulson Ave. Suite 67 Wasilla, Alaska 99654
Phone (907) 376-9535

I HEREBY CERTIFY THAT I HAVE SURVEYED THE FOLLOWING DESCRIBED PROPERTY: A PORTION OF THE NE 1/4 SE 1/4, SECTION 8, TOWNSHIP 17 NORTH, RANGE 2 EAST, SEWARD MERIDIAN, AK., A K A TAX PARCEL D8 PALMER RECORDING DISTRICT, AND THERE ARE NO ENCROACHMENTS VISIBLE AT THE TIME OF THIS SURVEY, EXCEPT AS INDICATED.
DATED THIS 14TH DAY OF AUGUST, 2023, AT PALMER, ALASKA. IT IS THE RESPONSIBILITY OF THE OWNERS OR BUILDERS TO DETERMINE THE EXISTENCES OF ANY EASEMENTS, COVENANTS OR RESTRICTIONS WHICH DO NOT APPEAR ON THE RECORDED SUBDIVISION PLAT. UNDER NO CIRCUMSTANCES SHOULD ANY DATA HEREON BE USED FOR CONSTRUCTION OR ESTABLISHING BOUNDARY OR FENCE LINES. THIS IS NOT A LOT CORNER SURVEY.

JOB NO. 07214/2008/A-1, 2009/A-2, /2010/A-2, /2011/A-2, /2012/A-1, 13-167/2013, 14-213/2014, 15-385/2015, 16-328/2016, 17-375/2017, 18-304/2018, 19-333/2019, 20-291/2020, 21-333/2021, 22-157/2022, 23-028/2023



FIELD BOOK/PG(S). 253/8-21

SCALE 200 F/in	PLOT PLAN	ASBUILT X	DRAWN GL	CKD WW
----------------	-----------	-----------	----------	--------

**ALASKA
DEMOLITION**

**DISPOSAL SITE
FILL MONITORING**

2023

**ADJACENT WELL
LOCATION**

2023

Received

SEP 29 2023

City of Palmer



Food Bank			
Conditional Use Permit & Date Issued	Food Bank 12-29-92		
Legal Description	Lot 2-1, Johns Subdivision, 18N02E33, 5009000L002-1		
Owner Mailing Address	Corporation of St. Michael's Parish 432 E. Fireweed Avenue Palmer, AK 99645		
Permit Expiration Date	This conditional use permit shall remain in force as long as all conditions, laws and ordinances are observed.		
Conditions of Permit	<ol style="list-style-type: none"> 1. Facility be operated by a non-denominational non-profit organization using public and donated funds or goods; 2. Parking allowed only at south end of lot between the building and adjacent parcel with no parking permitted on South Valley Way or South Chugach Street; 3. Fence on South property line to prevent facility users from parking on adjacent property. 		
Date of Review	09/08/2023	Date Photo Taken:	09/05/2023
Follow Up:	Compliant Zone: R-3, Medium Density Residential		

September 27, 2023

City of Palmer
Department of Community Development
Planning and Zoning Commission
Planning and Code Compliance
231 W. Evergreen Avenue
Palmer, AK 99645-6748

RE: Conditional Use Permit Annual Review
221 S. Valley Way Palmer, Alaska
Tax ID# 5009000L002-1

Received

OCT 06 2023

City of Palmer

Attention: Kimberly McClure, Technician

We are submitting this letter in response to your correspondence to the Corporation of St. Michael's Parish (St. Michael's) dated September 15, 2023. As noted in your correspondence, Planning and Code Compliance staff observed and documented the fact that ***"sufficient parking on the south end of the lot....is becoming an issue"*** during their annual review.

We are aware that sufficient parking can be an issue from time to time during the limited hours we are open to the public. This issue has become more apparent as the reliance on our services continues to increase year over year. Our volunteer staff currently use a portion of the parking area for their vehicles. Since we were apprised of the non-compliance, we have considered various options to ameliorate the issue. These options include:

- 1) Pending landowner approval, having our volunteer staff park on available spaces at 173 S. Valley Way (location of the YAK) to free up parking on the Food Bank lot for community members in need;
- 2) Increasing parking availability on the lot with diagonal parking versus the current linear configuration that encroaches on S. Valley Way;
- 3) Having a linear parking configuration on Chugach Street (this may need assent from the City);
- 4) Developing a queue system for community members in need.

The need for our service will continue. We need to find a mutually reasonable solution to assure community compliance and harmony.

We appreciate the City's recognition of our problem.

If it is possible, we would like to discuss the circumstance in person.

We look forward to your reply.

Jeanne Borega, Manager PFB

Jeff Powers, President PFB

Jeanne Borega
Jeanne Borega for Jeff Powers



Plat Reviews



**CITY OF PALMER
PLANNING & ZONING COMMISSION
INFORMATION MEMORANDUM 23-018**

SUBJECT: Abbreviated Plat Request for Comments: Lot 1, Caulkins

AGENDA OF: October 19, 2023

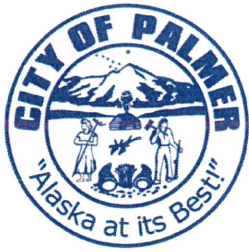
ACTION: Review and comment

Attachment(s): 1) Staff Comments
2) Abbreviated Plat package from MSB Platting Division

Summary: The request is to create two lots from Lot 1, Caulkins subdivision, Plat No. 93-95, to be known as Lots 1A and 1B, located outside Palmer city limits.

Recommendation: The staff comments regarding the abbreviated plat packet are attached.

STAFF NOTES: Email received from the Borough Platting Technician on October 10 stating there will be an updated design that will include Lot 2 once the surveyor drops off the updated agenda plats. An updated RFC will be sent at that time.



DEPARTMENT OF COMMUNITY DEVELOPMENT

Brad Hanson
Director

Nathaniel Ouzts
Building Inspector

Beth Skow
Library Director

Bret Chisholm
Acting Parks & Facilities Manager

Mail: 231 W. Evergreen Ave.
Location: 645 E. Cope Industrial Way
Palmer, AK 99645-6748
Phone: 907-745-3709
www.palmerak.org

MEMORANDUM

TO: Fred Wagner, Chief of Platting
FROM: Kimberly McClure, Community Development
DATE: October 6, 2023
LOCATION: Lot 1, Caulkins subdivision
SUBJECT: Abbreviated Plat Request for Comments
TAX ACCT#: 54169000L001
☐ Inside City Limits ☒ Outside City Limits

We have distributed the abbreviated plat packet for the subject project and have received the following comments from the following departments:

1. City Manager: No changes necessary.
2. Building Inspector: No changes necessary.
3. Community Development: If the proposed lots were located inside Palmer city limits and zoned R-1, Single-family Residential, the minimum required lot width would be 60 feet and the minimum required lot area would be 8,400 square feet. The proposed lots are located adjacent to the designated Airport Influence Area.
4. Fire Chief: No comments.
5. Public Works: No changes necessary.
6. Planning and Zoning Commission: The proposed platting action is scheduled to be reviewed at the October 19, 2023, Planning & Zoning Commission meeting; any additional comments will be forwarded at that time.

City of Palmer



MATANUSKA-SUSITNA BOROUGH

• PLATTING DIVISION •

350 EAST DAHLIA AVENUE, PALMER, ALASKA 99645-6488
PHONE 861-7874 • FAX 861-8407

Received
SEP 27 2023
City of Palmer

Comments Due: October 13, 2023

September 27, 2023

Abbreviated Plat Request for Comments

AK Dept. of Transportation – Anchorage	MSB – Emergency Services
AK Dept. of Transportation – Aviation	MSB – Community Development
AK DNR, Division of Mining/Land/Water	MSB – Public Works, Engineering
AK DNR, Public Access Defense	MSB – Public Works, Pre-Design Division
AK DNR, Division of Agriculture	MSB – Assessments
ADF&G, Habitat Mgmt. & Permitting	MSB – Planning Division
ADF&G, Division of Sport Fish	MSB – Development Services Division
AK Railroad, Engineering Department	MSB – Borough Attorney
U.S. Army Corp of Engineers	MEA
U.S. Postmaster	MTA
City of: Palmer	Enstar
Community Council: # 26 Greater Palmer	GCI
Fire Service Area: # 132 Greater Palmer	Assembly District # 002
Road Service Area: # 016 South Colony	

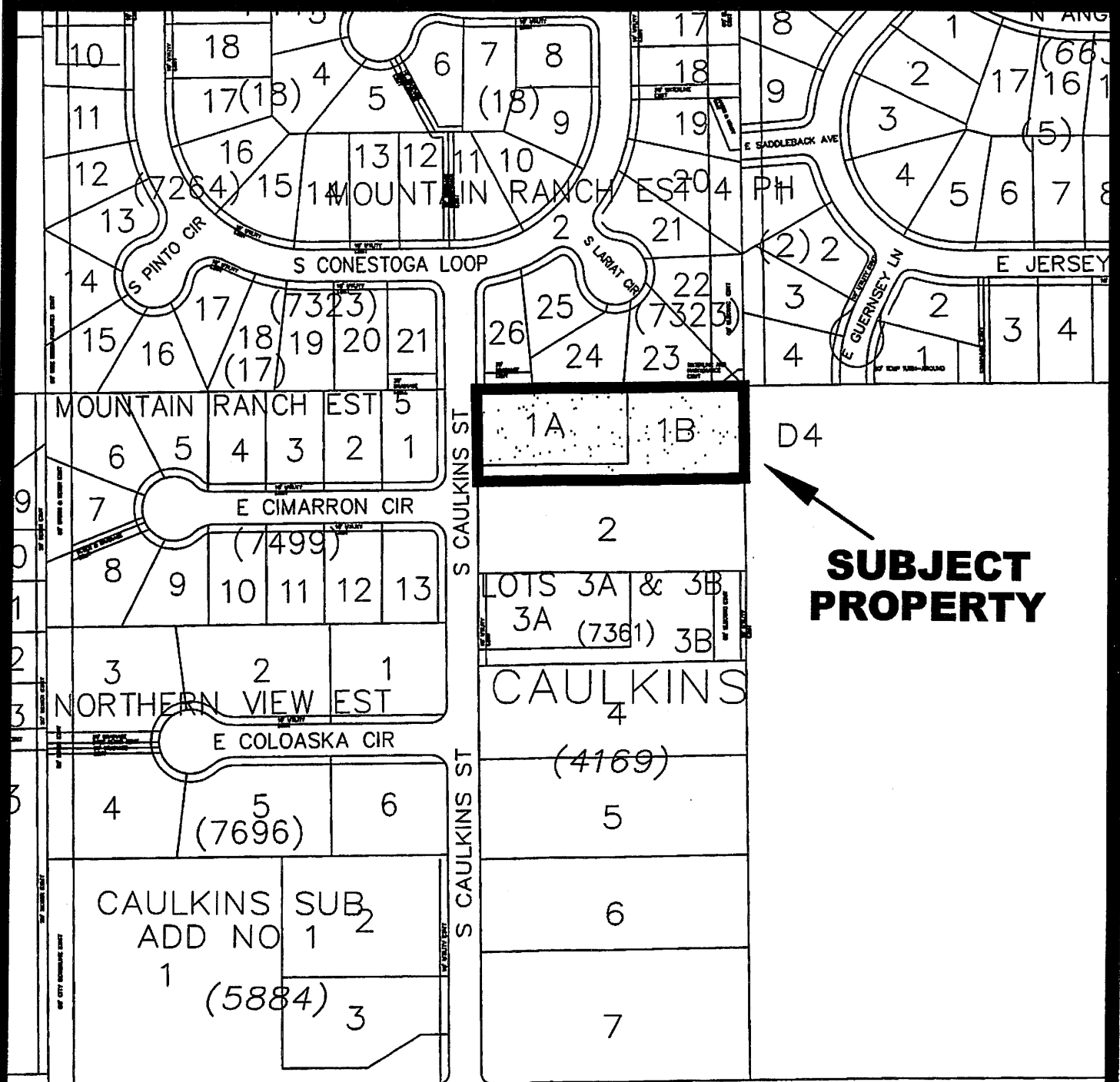
Title:	Caulkins RSB L/1
Location:	Sec 09, T17N, R02E, S.M, AK
Petitioner:	Kevin Nelson
Address:	P.O. Box 200871 Anchorage, AK 99520
Surveyor:	Farpoint Land Services, LLC
Address:	1131 E. 76 th Ave. Suite 101 Anchorage, AK 99518
Engineer:	Alaska Rim Engineering, LLC
Address:	1920 Kentucky Derby Dr. Palmer, AK 99645

The request is to create two lots from Lot 1, Caulkins Subdivision, Plat No. 93-95 to be known as LOTS 1A & 1B, containing 1.972 acres +/- . The property is located south of the City of Palmer, west of the Matanuska River, and North of E. Outer Springer Loop; within the SW ¼ Section 09, Township 17 North, Range 02 East, Seward Meridian, Alaska. In the Greater Palmer Community Council and in Assembly District #2.

Please submit your comments in writing, specifying any easements or other requirements that your department or agency may need or any data which you feel should be incorporated on the abbreviated plat to help us more effectively enforce our subdivision regulations. All comments, existing files and correspondence that you may have relating to this case must be submitted to the Platting Division by **October 13, 2023** so that we may incorporate this information into our recommendations to the Platting Officer, for the public hearing to be held on **October 25, 2023**.

Sincerely,
Matthew Goddard
Platting Technician
(907)861-7881
Matthew.Goddard@matsugov.us

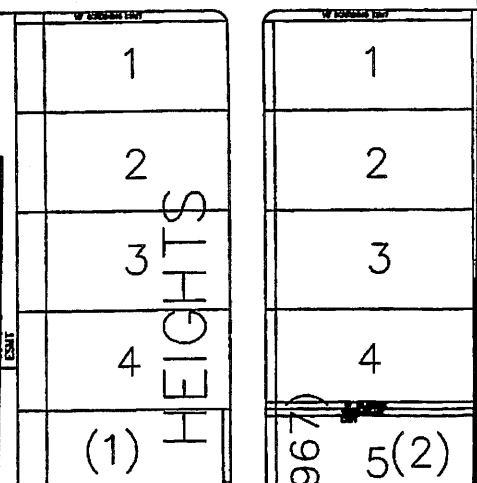
Providing Outstanding Borough Services to the Matanuska-Susitna Community.

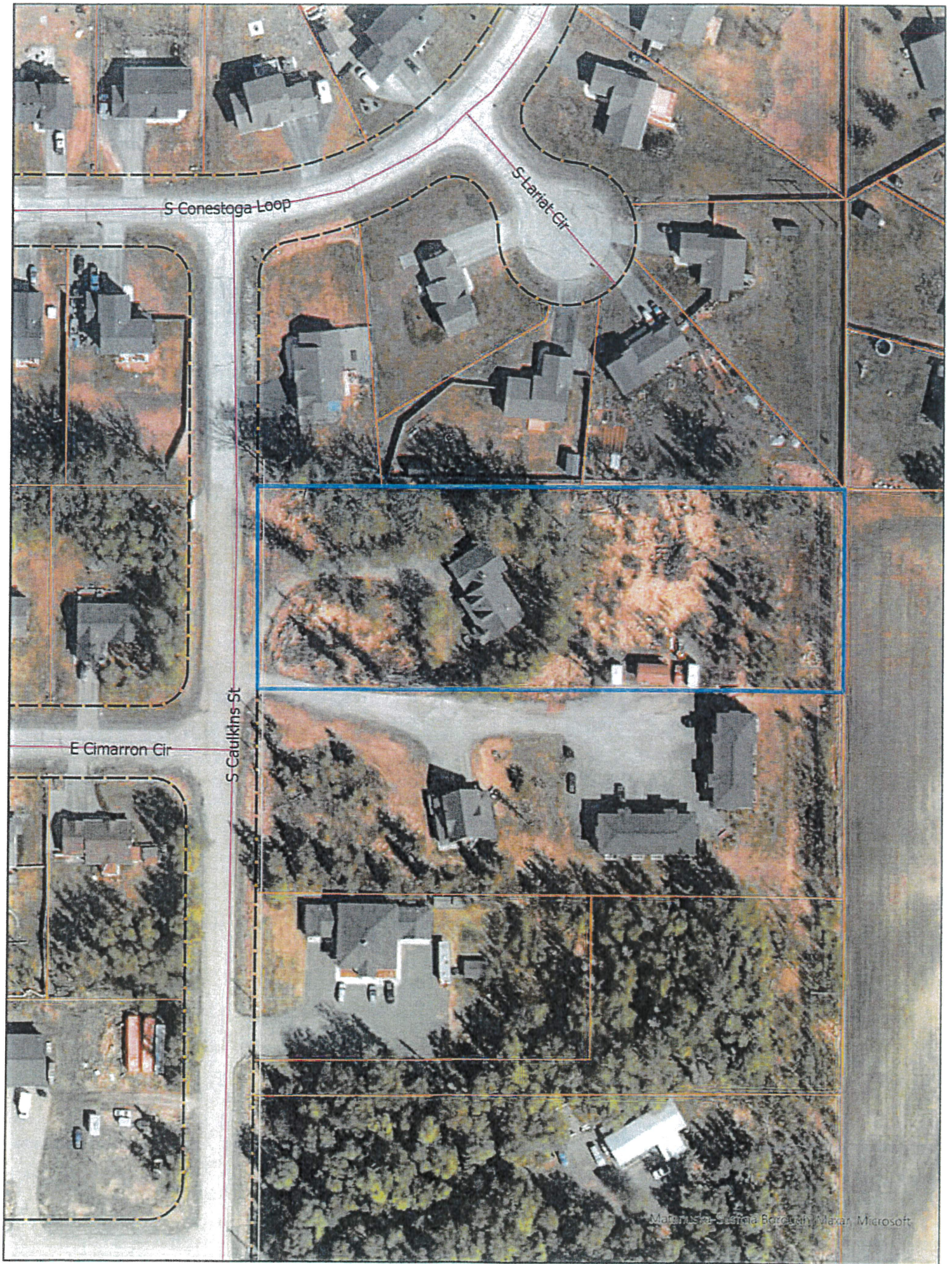


VICINITY MAP

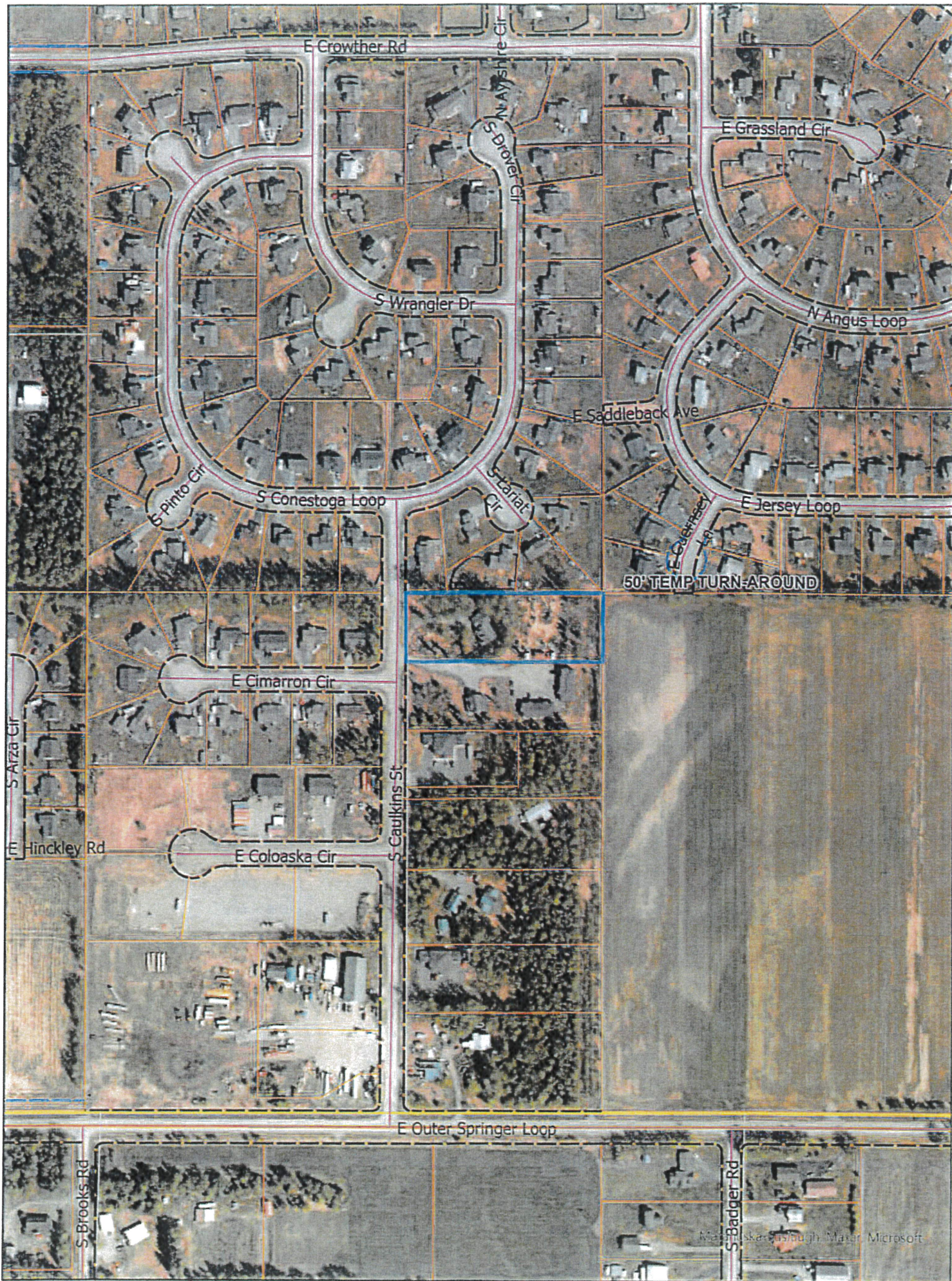
FOR PROPOSED CAULKINS RSB L/1 SUBDIVISION
LOCATED WITHIN
SECTION 09, T17N, R02E, SEWARD MERIDIAN
ALASKA

PA 12 MAP











Matanuska-Susitna Borough

350 E. Dahlia Avenue

Palmer, Alaska 99645

Platting Case Summary for

2023115

CAULKINS RSB L1

Applicant Name: NELSON KEVIN L

Status: A 09/27/2023

Technician: MATTHEW GODDARD

Surveyor: FARPOINT LAND SERVICES

Engineer: ALASKA RIM ENGINEERING LLC

Pre-App Date: 04/17/2023

Date Submitted: 09/27/2023

TRS:

Date App Accepted: 09/27/2023

Start Date: 09/27/2023

Expiration Date:

30-Day Letter Date:

NOA Date:

Platting Board Date: 10/25/2023

Platting Board Approval:

Resolution #:

Linked Parcels: PA 12 MAP

S 17N02E09 TRS

2023115

54169000L001

Assembly District 002

132 Greater Palmer Consolid 016 South Colony RSA

GRTR PALMER COMM COL

Case Type: SUB 2023115

Subdivision Sub-Type: AbbPlat

Total Acreage: 1.97 Covenants: N

Total Parcels: 2

Plat Sheets: 1

Recording Info:

Rec Date:

Rec Dis

Book

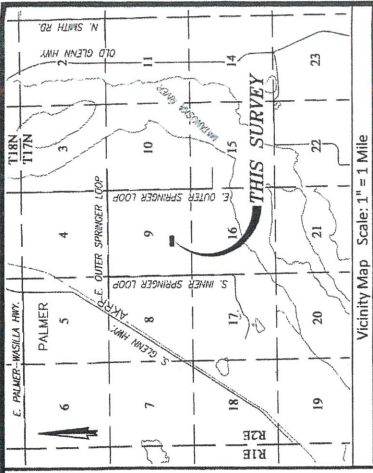
Page

Plat Year

Plat#

Last Modified by:

godd1652



CERTIFICATE OF OWNERSHIP

I (We) certify that I am (we are) the owners of the property shown and described on this plat and that we adopt this plan of subdivision by my (our) free consent.

Kevin L. Nelson
P. O. Box 200871
Anchorage, AK 99520

Date

NOTARY'S ACKNOWLEDGMENT

Subscribed and sworn before me this _____ Day of _____, 2023.

By: _____ for _____

personally appearing before me.

Notary Public for the State of Alaska
My Commission Expires _____

RECEIVED
Agenda Copy
SEP 15 2023
PLATTING

SURVEYOR'S CERTIFICATE

I, Robert O. Lumpkin, Professional Land Surveyor, do hereby certify that I am properly registered and licensed to practice land surveying in the State of Alaska, and that this drawing represents a survey made by me or under my direct supervision, and that the monuments shown hereon actually exist as described, and that all dimensions and other details are correct to the extent shown hereon.



Preliminary Plat of

CAULKINS SUBDIVISION LOTS 1A & 1B

A subdivision of Lot 1, Caulkins Subdivision, Plat No. 93-95

Located within
Section 9, Township 17 North, Range 2 East, Seward Meridian, Alaska
Containing 1.972 acres more or less.

Palmer Recording District, Third Judicial District, State of Alaska



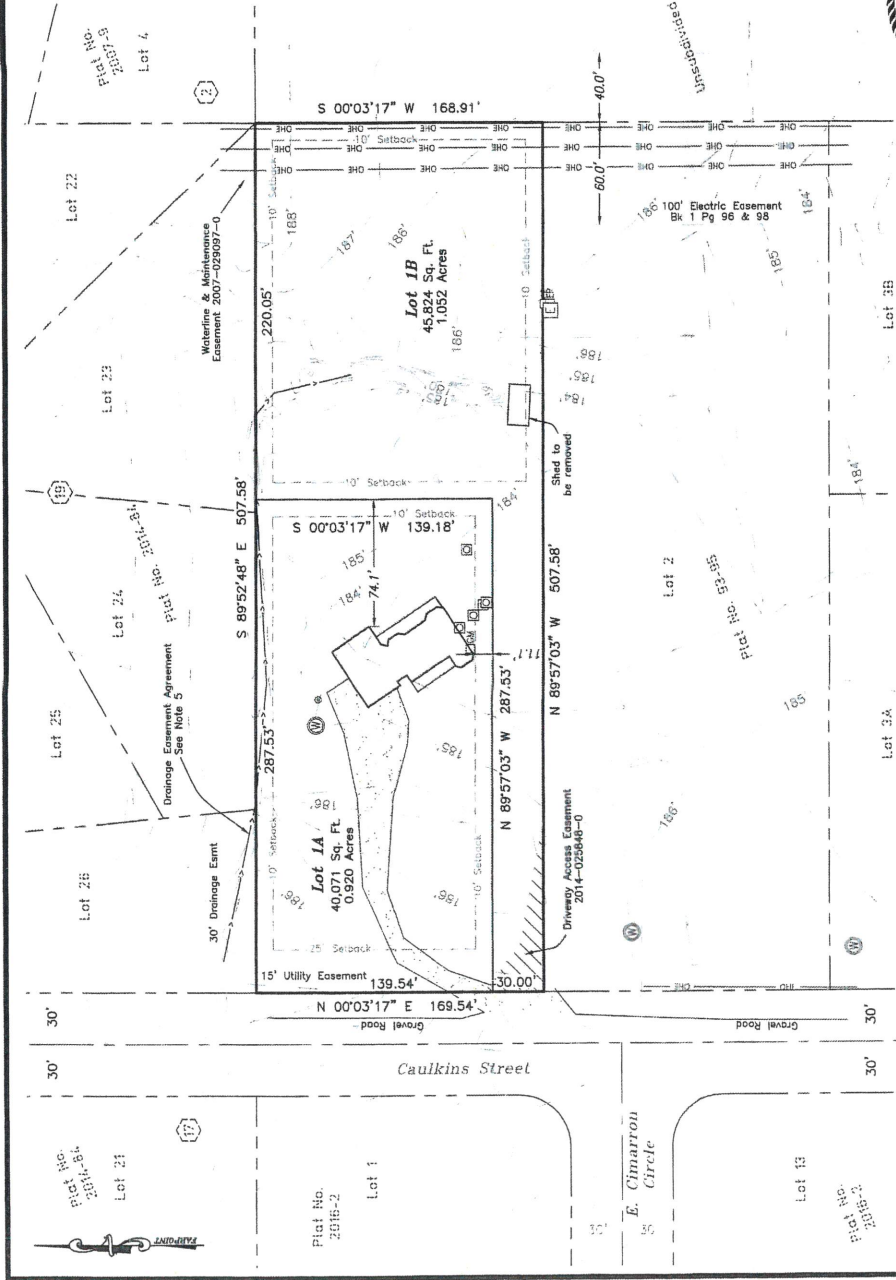
SURVEYING, MAPPING, LAND PLANNING, GIS
1131 E. 7th Ave., Suite 1010 Anchorage, Alaska 99515
FarpointAK.com • (307) 522-7770 • survey@farpointak.com

WO: 23114 Date: August 25, 2023 Scale: 1"=50' Platting Case No. 2023-xxxx
Drawn: JLA Checked: ME Grid: pat2 Fb/Pg: -/- Sheet: 1 of 1

TAX CERTIFICATION

I hereby certify that all current taxes and special assessments through 2023, against the property, included in the subdivision or resubdivision, hereon have been paid.

Tax Collection Official
Matanuska-Sutina Borough



NOTES

- The error of closure of this survey does not exceed 1:5000.
- All bearings shown hereon are true bearings as oriented to the true north line. All distances shown are reduced to horizontal ground distances.
- No individual water supply system or sewage disposal system shall be permitted on any lot unless such system is located, constructed and equipped in accordance with the requirements, standards and recommendations of the State of Alaska, Department of Environmental Conservation which govern those systems.
- There may be federal, state, and local requirements governing land use. The individual parcel owner shall obtain a determination whether these requirements apply to the development of parcels shown on the plat to be recorded.
- This property is subject to restrictions in the drainage easement recorded per Document No. 2011-020497-0.
- This property is subject to restrictions per natural gas line easement recorded per Document No. 2011-01781-0 and modified in the gas line easement recorded per Document No. 2011-020497-0.
- This property is subject to a blanket easement for electrical transmission and/or telephone distribution per Document No. 2015-014207-0.

PLANNING AND LAND USE DIRECTORS CERTIFICATE

I certify that the subdivision plan as been found to comply with the land subdivision regulations of the Matanuska-Sutina Borough, and that the plat has been approved by the planning authority by plat. 2023 and that this plat has been approved for recording in the Office of the Recorder in the Palmer Recording District, in which the plat is located.

Planning and Land Use Director

Attest:
Planning Clerk

Date: _____, 2023

Received

SEP 27 2023

City of Palmer



Received

SEP 27 2023

City of Palmer

ARE, LLC

CONSULTING ENGINEERS & PLANNERS
1920 Kentucky Derby Dr.
Palmer Alaska 99645
Telephone: 907.775.2347
Alt Phone: 608.617.4070
Email: alaskarimengineering,llc@gmail.com

June 21, 2023

Mr. Fred Wagner, PLS
Matanuska Susitna Borough
Platting Department
350 E. Dahlia
Palmer, AK 99645

RECEIVED
SEP 27 2023
PLATTING

RE: Proposed, Caulkins Subdivision, Lot 1A, 1B, 2A & 2B
A Subdivision of Lots 1 & 2 Caulkins Subdivision

Subject: Usable Area Report Revised 9/20/2023

Dear Mr. Wagner,

The owner of the above referenced parcels of land is proposing to subdivide this parcel into 4 lots. Each proposed lot will be in excess of 40,000 square feet, meeting the Borough's minimum lot size.

The preliminary plat shows the topography of the two parent parcels and the surrounding area. The terrain on Lots 1 and 2 slopes to the southwest with a elevation change of 188 to 185. The Lots are basically flat due to previous development on Proposed Lots 1A, 2A and 2B. Lot 1B where the test hole was dug has a three foot depression from previous earth work in the area.

On May 30, 2023, a subsurface soils investigation was conducted on the parent parcel. One test hole was dug within the proposed Lot 1B and visually rated. The soils encountered consisted of well graded sand and gravel overlain with silt and organics that was visually rated. (see test hole log #1).

No impermeable layers or water were encountered in the test hole.

There is less than one percent chance that any part of the platted area will be inundated by the Base Flood Event in any given year.

This report is presented for the sole purpose of subdividing the above referenced parcel of land.

Based on the information presented in this report and our experience in the subject area, there is 10,000 sf of contiguous usable septic area and 10,000 sf of building area on the proposed lots for initial and replacement wastewater disposal systems with associated appurtenances.

If you have any questions or wish to discuss this matter further, please contact me.

Sincerely,
ALASKA RIM ENGINEERING
Charles A. Leet, P.E.
Professional Engineer

Attachment:

- Test Hole Location
- Test Hole Log 1

Cc: Kevin Nelson
Farpoint Land Services, LLC
AK Rim File No. 23-005





SOIL LOG

TEST HOLE 1

ARE, LLC

1920 Kentucky Derby Dr.
Palmer, Alaska 99645
Telephone (907) 775-2347
Email: alaskarimengineering, llc@gmail.com

Project: Preliminary Plat of Gaulkins Subd.
Lots 1A, 1B, 2A, and 2B

AK Rim File No. 23-005

Date: 5/30/2023

Logged By: Chuck Leet

Depth (feet)	Description	
1	Top Soil 0-1.5	
2	Sand w/ Fines (SM) 1.5-3.0	
3		
4		
5	Sand, Gravel, Cobbles (SW) 5-12'	
6		
7		
8		
9		
10		
11		
12	Bottom of Test Hole	
13		
14		
15		
16		
17		
18		
19		
20		



TEST HOLE LOCATION:

See Test Hole Location Map

COMMENTS:

No water or impermeable layers were encountered.

This soil log was prepared for the sole purpose of determining the feasibility of constructing an onsite wastewater disposal system at the location of the test hole. Soil type ratings are based on visual observation and have not been verified with laboratory analyses. These soils have not been analyzed for structural properties, structural stability, and seismic stability or for any purpose other than wastewater absorption field construction. Anyone relying on the information in this log for any use other than wastewater absorption field development shall do so at his or her own risk. Rev 11/2020



**CITY OF PALMER
PLANNING & ZONING COMMISSION
INFORMATION MEMORANDUM 23-019**

SUBJECT: Abbreviated Plat Request for Comments: Lot 1, Mosier Estates and Tax Parcel C12, Section 33, Township 18 North, Range 2 East, Seward Meridian

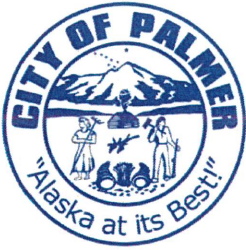
AGENDA OF: October 19, 2023

ACTION: Review and comment

Attachment(s): 1) Staff Comments
2) Abbreviated Plat package from MSB Platting Division

Summary: The request is to create one lot from Lot 1, Mosier Estates, Plat No. 2014-3 and Tax Parcel C12, in Section 33, Township 18 North, Range 2 East, Seward Meridian, to be known as Palmer Towne, located inside Palmer city limits.

Recommendation: The staff comments regarding the abbreviated plat packet are attached.



DEPARTMENT OF COMMUNITY DEVELOPMENT

Brad Hanson
Director

Nathaniel Ouzts
Building Inspector

Beth Skow
Library Director

Bret Chisholm
Acting Parks & Facilities Manager

Mail: 231 W. Evergreen Ave.
Location: 645 E. Cope Industrial Way
Palmer, AK 99645-6748
Phone: 907-745-3709
www.palmerak.org

MEMORANDUM

TO: Fred Wagner, Chief of Platting
FROM: Kimberly McClure, Community Development
DATE: October 18, 2023
LOCATION: Lot 1, Mosier Estates & Tax Parcel C12 in Section 33, Township 18 North, Range 2 East
SUBJECT: Abbreviated Plat RFC – Elimination of common lot line
TAX ACCT#: 57262000L001 & 118N02E33C012
☒ Inside City Limits ☐ Outside City Limits

We have distributed the pre-application packet for the subject project and have received the following comments from the following departments:

1. City Manager: No changes necessary.
2. Building Inspector: No changes necessary.
3. Community Development: The lots are located within the designated Airport Influence Area; it is recommended that a plat note be added to the new plat reflecting this information. Both lots are zoned CG-General Commercial. The proposed new lot will meet the required minimum lot width of 60' and minimum lot area of 7,200 square feet.
4. Fire Chief: No changes necessary.
5. Public Works: No changes necessary.
6. Planning and Zoning Commission: The proposed platting action is scheduled to be reviewed at the October 19, 2023, Planning & Zoning Commission meeting; any additional comments will be forwarded at that time.



MATANUSKA-SUSITNA BOROUGH

• PLATTING DIVISION •

350 EAST DAHLIA AVENUE, PALMER, ALASKA 99645-6488

PHONE 861-7874 • FAX 861-8407

Received

OCT 04 2023

Comments Due: October 18, 2023

October 03, 2023 City of Palmer

Abbreviated Plat Request for Comments

AK Dept. of Transportation – Anchorage	MSB – Emergency Services
AK Dept. of Transportation – Aviation	MSB – Community Development
AK DNR, Division of Mining/Land/Water	MSB – Public Works, Engineering
AK DNR, Public Access Defense	MSB – Public Works, Pre-Design Division
AK DNR, Division of Agriculture	MSB – Assessments
ADF&G, Habitat Mgmt. & Permitting	MSB – Planning Division
ADF&G, Division of Sport Fish	MSB – Development Services Division
AK Railroad, Engineering Department	MSB – Borough Attorney
U.S. Army Corp of Engineers	MEA
U.S. Postmaster	MTA
City of: Palmer	Enstar
Community Council:	GCI
Fire Service Area: #	Assembly District #002
Road Service Area: #	

Title:	Palmer Towne
Location:	Sec 33, T18N, R02E, S.M, AK
Petitioner:	Joseph Hale / H Construction, LLC
Address:	15581 E. Teeling Cir, Palmer, AK 99645
Surveyor:	Timberline Surveying and Mapping
Address:	17035 Baronoff Ave. Eagle River 99577

The request is to create one lot from Lot 1, Mosier Estates, Plat No. 2014-3, and Tax Parcel C12 to be known as PALMER TOWNE, containing 0.88 acres +/- . The property is located east of S. Glenn Highway, south of W. Arctic Avenue, and west of the Alaska Railroad; within the NW ¼ Section 33, Township 18 North, Range 02 East, Seward Meridian, Alaska. In the City of Palmer and in Assembly District #2.

Please submit your comments in writing, specifying any easements or other requirements that your department or agency may need or any data which you feel should be incorporated on the abbreviated plat to help us more effectively enforce our subdivision regulations. All comments, existing files and correspondence that you may have relating to this case must be submitted to the Platting Division by **October 18, 2023** so that we may incorporate this information into our recommendations to the Platting Officer, for the public hearing to be held on **November 1, 2023**.

Sincerely,

Matthew Goddard
Platting Technician
(907)861-7881

Matthew.Goddard@matsugov.us

Providing Outstanding Borough Services to the Matanuska-Susitna Community.

34) TRACT 4 (5022) 1-1 9 10 11 12 O 7 8 9 10A LOT 10A Z

W ARCTIC AVE

E ARCTIC AVE

**SUBJECT
PROPERTY**

C43

C11

SIX J SUB

1 2
(6705)

LOT 1

1-1
(5008)

W BLUEBERRY AVE

18

1

17

2

(5176)
15A

3

14

(2)

4

13

6-1

12

11

BROOKS

10

1
(7511)

W BIRCH AVE

12

P

E BLUEBERRY AVE

1-2
(4)

PADEN SUB
1 2
(6648)

(7281)

12-1

14-1

16-1

S BONANZA ST

1A

(5232)

6A

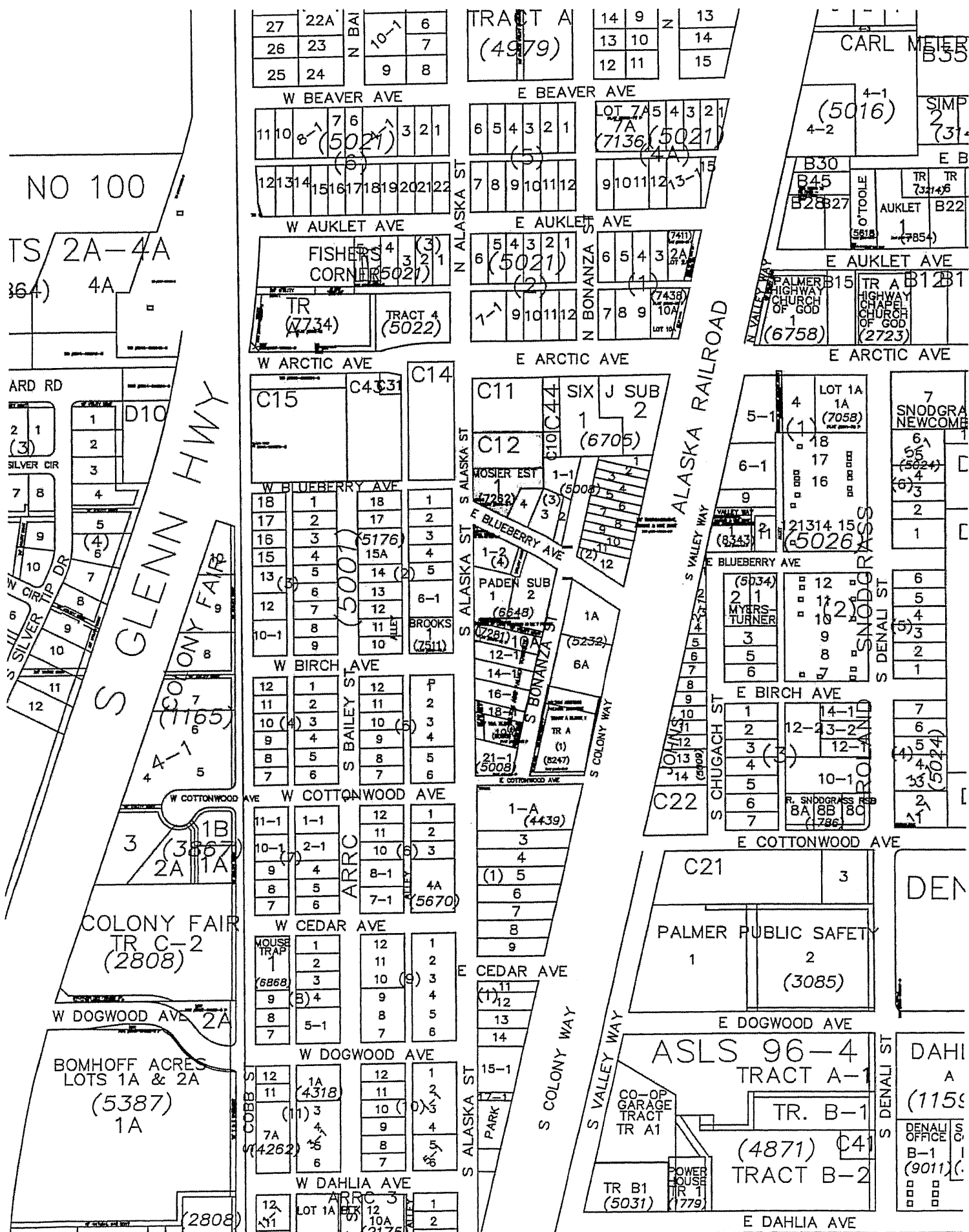
S COLONY WAY
ALASKA RAILROAD

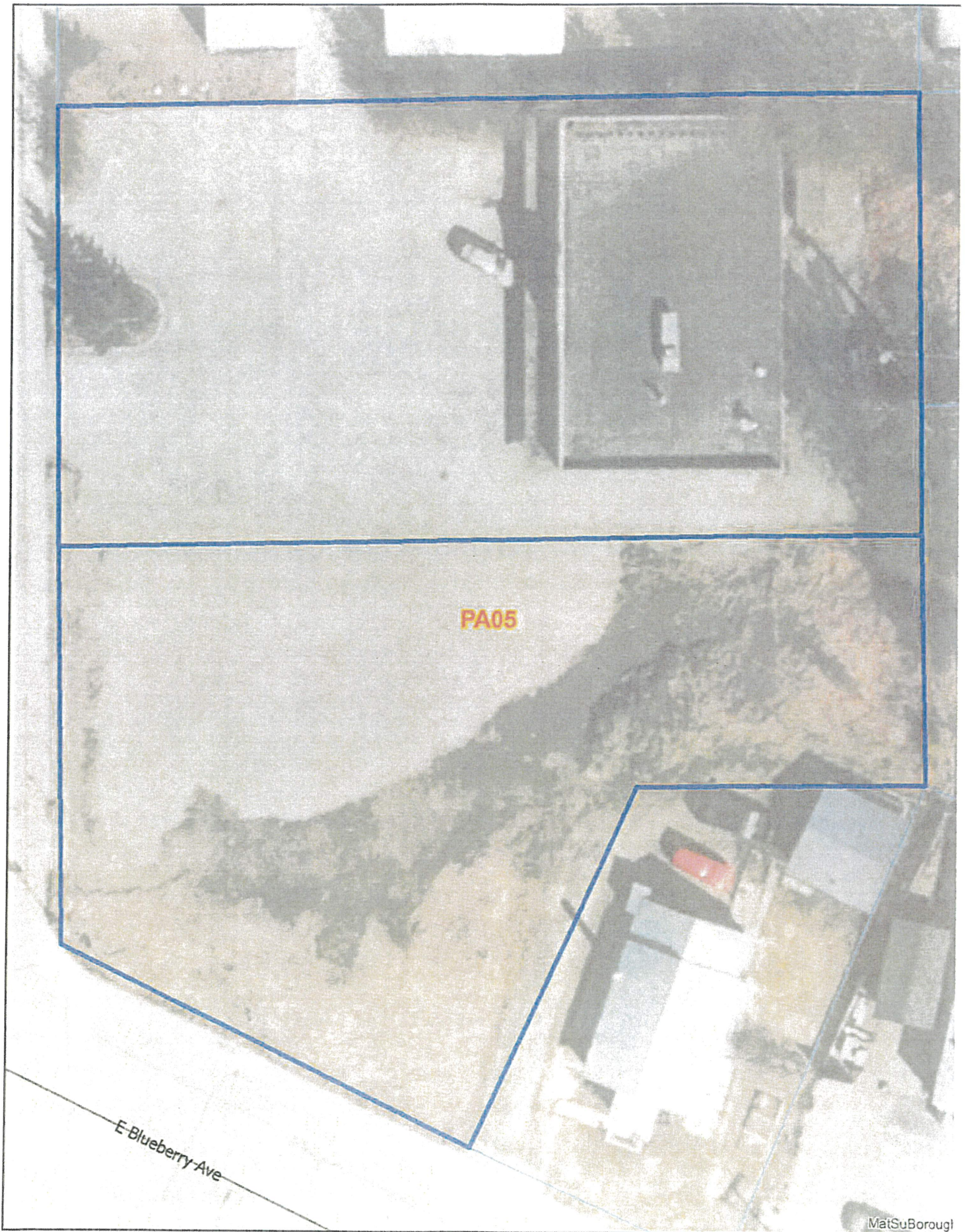
VICINITY MAP

FOR PROPOSED PALMER TOWNE SUBDIVISION
LOCATED WITHIN
SECTION 33, T18N, R02E, SEWARD MERIDIAN
ALASKA

PA 05 MAP

TON ADDITION
MER TOWNSITE
TRACT A BLOCK 1
R A
(1)
(247)





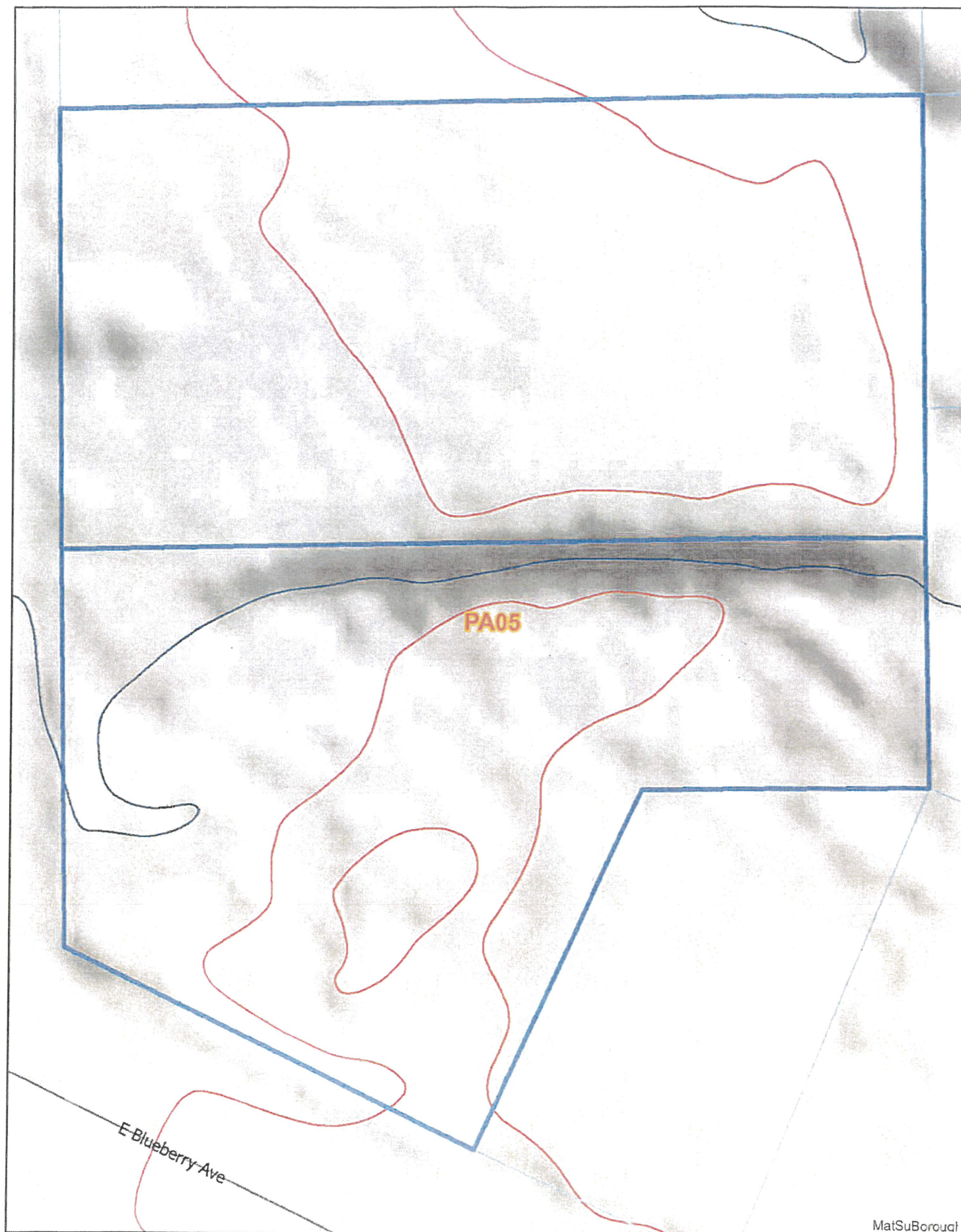
PA05

E Blueberry Ave

25 12.5 0 25 Feet

MatSu Borough





E Blueberry Ave

25 12.5 0 25 Feet

MatSu Borough





180 90 0 180 Feet

MatSuBorough





Matanuska-Susitna Borough
350 E. Dahlia Avenue
Palmer, Alaska 99645
Platting Case Summary for

2023118
PALMER TWN

Applicant Name: HALE JOSEPH

Status: A 10/02/2023

Technician: MATTHEW GODDARD
Surveyor: TIMBERLINE SURVEYING AND MA
Engineer:

Pre-App Date: 08/18/2023
Date Submitted: 09/28/2023
Date App Accepted: 10/02/2023
Start Date: 10/02/2023

TRS:

Expiration Date:
30-Day Letter Date:
NOA Date:

Platting Board Date: 11/01/2023
Platting Board Approval:
Resolution #:

Linked Parcels: PA 05 MAP

S 18N02E33 TRS

2023118

118N02E33C012

Assembly District 002

57262000L001

Assembly District 002

Case Type: SUB 2023118

Subdivision Sub-Type: AbbPlat

Total Acreage: 0.88 Covenants: N

Total Parcels: 1

Plat Sheets: 1

Recording Info:

Rec Date:

Rec Dis

Book

Page

Plat Year

Plat#

