



City of Palmer
Planning and Zoning Commission Packet
January 21, 2016





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 November 19, 2015
- F. Persons to be Heard
- G. Public Hearings
- H. Unfinished Business
 - 1. IM 15-030: Report on Matanuska-Susitna Borough On-Street Parking Regulation
- I. New Business
 - 1. Tom Healy, Public Works Director, to discuss sidewalks, water and sewer service for new subdivision developments
 - 2. Resolution No. 16-001: A Resolution of the Palmer Planning and Zoning Commission Supporting Matanuska-Susitna Borough Planning Efforts to develop a Regional Transportation Planning Partnership Process to ensure better communication and collaboration between the State of Alaska Department of Transportation and Public Facilities, the Borough and the Cities of Palmer, Wasilla and Houston.
- J. Plat Reviews
 - 1. IM 15-029: Pre-application review – To divide Tax Parcel B13 in Section 32, Township 18 North, Range 2 East, Seward Meridian into two lots with access for the two new proposed lots to be W. Seth Avery Circle, located outside Palmer city limits.
- K. Public Comments
- L. Staff Report
- M. Commissioner Comments
- N. Adjournment



Minutes

**PLANNING & ZONING COMMISSION
CITY OF PALMER, ALASKA
REGULAR MEETING
THURSDAY, NOVEMBER 19, 2015
7:00 P.M. - COUNCIL CHAMBERS**

A. CALL TO ORDER:

The regular meeting of the Planning and Zoning Commission was called to order by Chairman Kerslake at 7:00 p.m.

B. ROLL CALL:

Present and constituting a quorum were Commissioners:

William Kerslake, Sr., Chairman
Michael Kircher, Vice Chairman
Dan Lucas
David Petty
Merry Maxwell
Douglas Cruthers
David Fuller

Excused absence(s):

Also present were:

Sandra S. Garley, Community Development Director
Kimberly A. McClure, Planning and Code Compliance Technician
Pam Whitehead, Recording Secretary

C. PLEDGE OF ALLEGIANCE: The Pledge was led by Commissioner Maxwell.

D. APPROVAL OF AGENDA: The agenda was approved as presented.

E. MINUTES OF PREVIOUS MEETING(S):

The minutes of the **October 15, 2015 Regular Meeting** were approved as presented.

F. PERSONS TO BE HEARD:

There were no persons in the audience wishing to speak on a topic not on the agenda.

G. PUBLIC HEARING(S): There were no public hearings.

H. UNFINISHED BUSINESS: There was no Unfinished Business.

I. NEW BUSINESS:

1. Annual Election of Chairman and Vice Chairman.

Following nominations duly put forth, **Commissioner Dan Lucas**, was unanimously elected to serve as **Chair** for the ensuing term ending October, 2016.

Following nominations duly put forth, **Commissioner David Petty**, was elected by written ballot to serve as **Vice Chair** for the ensuing term ending October, 2016.
[Results: Petty 5; Maxwell 1; Kircher 1]

2. **Resolution No. 15-010:** A Resolution of the Palmer Planning and Zoning Commission Supporting Designation of Area along the Railroad Right-of-Way North of the Depot as a New Grow Palmer Garden Area.

Ms. Garley explained the reasons behind the proposed resolution in support of the designation.

Commissioner Cruthers moved, seconded by **Commissioner Maxwell**, to recommend adoption of Resolution 15-010 supporting the designation of the area along the Railroad Right-of-Way North of the Depot as a New Grow Palmer Garden Area.

Discussion ensued. Commissioner Cruthers spoke in support; thinks it is an excellent idea and good location for a community garden to appeal to tourists near the center of town. Commissioner Maxwell spoke in agreement; also likes that it is an excellent backdrop for the Farmers Market; likes the fact that people who come to Palmer see the community support for people who may not have enough to eat. Commissioners Lucas, Petty, and Kircher also spoke in support. Commissioner Kircher spoke to the Palmer Urban Revitalization Project.

Amendment:

Commissioner Kircher moved, seconded by **Commissioner Petty**, to amend the main motion for adoption of Resolution 15-010, to add language to the last two BE IT RESOLVED and BE IT FURTHER RESOLVED paragraphs to state: “. . . , consistent with the concepts established in the Palmer Urban Revitalization Project.”

Commissioner Kircher spoke to the history and the time spent on the Palmer Urban Revitalization Project and explained many of the concepts would complement the Grow Palmer project, stated that past communications has indicated the railroad has been amenable to projects of this nature. Commissioners Petty and Fuller spoke in agreement to the amendment.

VOTE ON AMENDMENT: Carried Unanimously.

VOTE ON MOTION AS AMENDED [Resolution 15-010]: Carried Unanimously.

J. PLAT REVIEWS:

1. **IM-026: Preliminary Plat Review:** To change the conditions of approval for Mountain Ranch Estates 5, a proposed subdivision of Tract 1-A, Caulkins Subdivision into 13 lots, located outside Palmer city limits.

Ms. Garley gave a staff report, explaining that the request is to change the conditions of approval into 13 lots now to be served by City sewer, but not by the City water system.

City Staff comments are contained in the packet indicating no changes necessary. Of particular note to the Commission under the Platting Board Findings for Preliminary Plat, is acknowledgment [note 7] of Planning & Zoning's comment about the absence of sidewalks and paths in the proposed subdivision; that Planning & Zoning supports the provision of parks and greenbelts for subdivisions in the greater Palmer area.

Questions and discussion ensued. Commissioner Kircher inquired if the City can require a developer to install a sidewalk in conjunction with extension of the City sewer system, for the safety of children not having to walk in the roads. Ms. Garley will have someone from the Public Works Department come speak to the Commission in that regard.

Commissioner Maxwell agreed that she would also like to hear from Public Works, noting she hates to see these lots crowded in without some connectivity or some willingness at least to address the Palmer Comprehensive Plan and would appreciate hearing why not.

Commissioner Fuller inquired if there was some way to sell it as a package deal, because eventually they'll be part of the City and on city water. If they're on city sewer, it makes sense to require them to take both, not just one or the other, in order to make more money. Ms. Garley will pass the question along to Public Works and invite either Mr. Healy or Mr. Wickham to the next meeting.

Commissioner Cruthers commented in agreement with the idea if they take City Sewer, they should be taking City Water as well and City Trash – a package deal.

Commissioner Lucas inquired as to the status of City discussions with the Borough for adoption of subdivision requirements similar to the City for at least the core area. Ms. Garley will follow up on the status and report back as to any forward progress.

Ms. Garley will send forward the question: What is the source of the water to service the subdivision and is it adequate to handle the additional growth.

Commissioner Petty commented in agreement with the all or nothing requirement, at least for water and sewer. He would also like to know if sidewalks can be required – makes it more accessible and tie-in with the other neighborhoods and makes for more consistency. Commissioner Kircher emphasized that it is a safety issue.

Further discussion ensued regarding sidewalks, on-street parking, issues concerning safety.

2. **IM 15-027: Preliminary Plat Review:** To subdivide Tax Parcel B2 in Section 29, Township 18 North, Range 2 East, Seward Meridian into two lots to be known as Windy Hollow Subdivision, located outside Palmer city limits.

Ms. Garley directed attention to the map on page 38 of the packet. Staff comments noted that if both lots were to be brought into the city they would meet any minimum lot size and minimum lot width standards. There were no potential zoning issues. If developed, they would have to meet all life safety requirements in place at the time of

development.

Mr. Cruthers commented that we're going to see more of this happening in the Palmer area where, in this case, the larger Lot 1 is being held for future development; that we need to be forward-thinking in setting higher standards for what kind of development do we want for Palmer.

3. **IM 15-028: Preliminary Plat Review:** To create one lot from Lot 8 and Lot 9, Block 2, ARRC No. 1, Plat No. 3-124, to be known as Lot 1, Brooks Subdivision, located inside Palmer city limits.

Ms. Garley gave a staff report, noting that the request meets all the requirements for property within a Limited Commercial District for future development. City staff had no additional comments or changes.

The Commission had no additional comments.

K. PUBLIC COMMENTS: There were no public comments.

L. STAFF REPORT:

Ms. Garley reported:

- Application by Fred Meyer for a building permit is currently being processed.

Chairman Kerslake inquired what the proposed plan is for the next phase of annexation for the City of Palmer. Ms. Garley updated for the benefit of the new commissioners on the history and current status, and reported that last July, the city council postponed indefinitely making a decision on adopting a zoning priority map. Currently, the council is more comfortable responding to voluntary annexations.

M. COMMISSIONER COMMENTS:

Commissioner Lucas commented that it is nice to see a full board for the first time since he has been on the Commission; welcomed new Commissioner Fuller.

Commissioner Petty also welcomed Mr. Fuller and also thinks it is great to have a full Commission; thanked everyone for the promotion.

Commissioner Kircher also welcomed Mr. Fuller and congratulated the new Chair and Vice Chair.

Commissioner Maxwell welcomed Commissioner Fuller; inquired regarding the sign discussion. Ms. Garley is still working on compiling information as to standards in order to a complete package.

Commissioner Cruthers also congratulated the new executive officers and thanked them for agreeing to serve; also welcomed Commissioner Fuller.

Commissioner Fuller thanked everyone for the warm welcome; hopefully his input can contribute to a positive change for the community.

Chairman Kerslake congratulated new Chair Lucas and Vice Chair Petty and welcomed Commissioner Fuller. He applauded Commissioner Kircher for being the longest tenured P&Z Commissioner and expressed appreciation for his perspective and thoughts on the matters discussed. Commissioner Kircher noted it has been 20 years.

N. ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:49 p.m.

William Kerslake, Sr., Chairman

Kimberly A. McClure
Planning and Code Compliance Technician



Unfinished Business



**CITY OF PALMER
PLANNING & ZONING COMMISSION
INFORMATION MEMORANDUM 15-030**

SUBJECT: Report on Matanuska-Susitna Borough On-street Parking Regulation

AGENDA OF: January 21, 2016 (postponed from December 17, 2015)

ACTION: Review and comment

Attachment(s): 1) MSB Code Chapter 10.12: Abatement of Abandoned Vehicles

Summary: During the November 19 Planning and Zoning meeting, staff was asked if the Borough has any ordinance against on-street parking. Alex Strawn, Development Services Manager, Matanuska-Susitna Borough, reported that any vehicle parked in a public right-of-way longer than 72 hours could be removed at owner's expense. The Borough's Code addresses this issue under Title 10.12.020 Presumption of abandonment. If the vehicle was obstructing the right-of-way causing an immediate hazard to the public, the vehicle could be removed immediately.

Recommendation: For informational purposes.

CHAPTER 10.12: ABATEMENT OF ABANDONED VEHICLES

Section

<u>10.12.010</u>	Abandonment unlawful
<u>10.12.020</u>	Presumption of abandonment
<u>10.12.030</u>	Removal of abandoned vehicles
<u>10.12.040</u>	Notice to owners and lienholders
<u>10.12.050</u>	Vesting of title
<u>10.12.060</u>	Redemption
<u>10.12.070</u>	Disposal of abandoned vehicles
<u>10.12.080</u>	Disposal facilities
<u>10.12.090</u>	Notice and opportunity of hearing
<u>10.12.100</u>	Vehicles constituting a traffic hazard
<u>10.12.110</u>	Violations, enforcement, and penalties

10.12.010 ABANDONMENT UNLAWFUL.

- (A) A person may not abandon a vehicle in a public right-of-way or area used for movement or parking of vehicles. A "public right-of-way or area used for movement or parking of vehicles" includes all areas designated for or used for those purposes located within a service area of the borough.
- (B) A person may not abandon a vehicle upon public property owned by or under the control of the borough without the consent of the borough.
- (C) A person who abandons a vehicle in a place specified in subsection (A) or (B) is responsible for the abandonment of the vehicle and is liable for the cost of its removal and disposition.
- (D) The lawful owner of a vehicle, as shown by the records of the state of Alaska, Department of Public Safety, is responsible for the abandonment of the vehicle unless:
- (1) the vehicle was abandoned by a person driving without the permission of the owner; or
 - (2) the identity of the person abandoning the vehicle is established and the abandonment was without the consent of the owner.

(Ord. 94-001AM, § 10 (part), 1994; Ord. 81-95, § 2 (part), 1981)

10.12.020 PRESUMPTION OF ABANDONMENT.

A vehicle which has been left unattended, standing or parked within a public right-of-way or on land owned by or controlled by the borough in excess of 72 hours without the consent of the borough is presumed to be abandoned by its owner and may be treated as an abandoned vehicle under this chapter unless it is removed before action is taken in accordance with this chapter.

(Ord. 81-95, § 2 (part), 1981)

10.12.030 REMOVAL OF ABANDONED VEHICLES.

- (A) The borough may remove or have removed to a place of storage any vehicle abandoned in a public right-of-way, public area used for movement or parking of vehicles, or public property owned by or under the control of the borough.

(B) A written report of the removal shall be made by the manager immediately following the removal. The report shall describe the vehicle, the date, time and place of removal, the grounds for removal, and the place of impoundment of the vehicle. A copy of the report shall be sent to the state of Alaska Department of Public Safety and to the person who stores the vehicle.

(Ord. 94-001AM, § 10 (part), 1994; Ord. 81-95, § 2 (part), 1981)

10.12.040 NOTICE TO OWNERS AND LIENHOLDERS.

The person who stores an abandoned vehicle at the direction of the borough under this chapter shall, within 30 days of receiving the vehicle, give notice to the vehicle owner of record and to any lienholder of record stating the grounds for removal and the place of impoundment of the vehicle. If the vehicle is not registered in the state, or the name and address of the registered or legal owner or lienholder cannot be ascertained, notice shall be given by publication in a manner prescribed in the rules of court for service of process by publication. Notice to persons under this section shall be given by certified mail, return receipt requested.

(Ord. 81-95, § 2 (part), 1981)

10.12.050 VESTING OF TITLE.

Title to an impounded vehicle not reclaimed by the registered owner, any lienholder, or other person entitled to possession within 30 days from the notice given to the owner under this chapter vests with the borough, subject only to any storage or towing lien.

(Ord. 81-95, § 2 (part), 1981)

10.12.060 REDEMPTION.

A person who presents satisfactory proof or right to possession of the abandoned vehicle may redeem the vehicle removed under this chapter at any time before auction of the vehicle by paying the charges of towing, storage, notice, other costs of impoundment, and any applicable penalty imposed by law.

(Ord. 81-95, § 2 (part), 1981)

10.12.070 DISPOSAL OF ABANDONED VEHICLES.

(A) Upon satisfaction of the notice and reporting requirements of this chapter, a vehicle may be disposed of by public auction 20 days after notice of the auction is published in a newspaper of general circulation in the borough. A notice shall describe the abandoned vehicle and specify the place, date and time at which it will be sold. A copy of the notice of auction shall be sent to the state of Alaska, Department of Public Safety.

(B) A vehicle disposed of under this section shall be registered and titled by the state of Alaska, unless the vehicle is junked and cannot be driven.

(C) Notwithstanding this section, the borough may initiate a civil action against the person considered responsible for the abandonment and recover costs exceeding receipts for disposal of the vehicle.

(Ord. 94-001AM, § 10 (part), 1994; Ord. 81-95, § 2 (part), 1981)

10.12.080 DISPOSAL FACILITIES.

The borough shall designate one or more appropriate areas within the borough for disposal of abandoned vehicles. This information shall be made available to the public.

(Ord. 81-95, § 2 (part), 1981)

10.12.090 NOTICE AND OPPORTUNITY OF HEARING.

An owner or any lienholder of an abandoned vehicle removed under this chapter shall be entitled to an administrative hearing as soon as possible after the removal of the vehicle. Hearings shall be informal and technical rules of evidence do not apply. A person who requests a hearing may retain an attorney if the person desires. The hearing officer shall be appointed by the manager. Proceedings of the hearing shall be recorded. The hearing officer shall state on the record the evidence relied on and the reasons for the officer's determination.

(Ord. 94-001AM, § 10 (part), 1994; Ord. 81-95, § 2 (part), 1981)

10.12.100 VEHICLES CONSTITUTING A TRAFFIC HAZARD.

(A) This chapter may not prevent the borough, its employees or agents from immediately removing a vehicle in a public right-of-way, an area used for movement or parking of vehicles, or on public land owned by or under the control of the borough if the vehicle constitutes an immediate hazard to the public.

(B) Any vehicle removed as a hazard under this section may be treated as an abandoned vehicle, in which case all procedures of this chapter shall be followed.

(C) A vehicle is an "immediate hazard to the public" if it creates a traffic or safety hazard by reason of its location or condition, or if it impedes the regular flow of traffic on the ordinary use of the public land on which it is located.

(Ord. 94-001AM, § 10 (part), 1994; Ord. 81-95, § 2 (part), 1981)

10.12.110 VIOLATIONS, ENFORCEMENT, AND PENALTIES.

(A) Except as otherwise specified in this chapter violations of this chapter are infractions.

(B) Remedies, enforcement actions, and penalties shall be consistent with the terms and provisions of MSB 1.45.

(Ord. 95-088(SUB)(am), § 20 (part), 1995)

The Matanuska-Susitna Borough Code is current through Ordinance 15-122, passed October 20, 2015.

Disclaimer: The Borough Clerk's Office has the official version of the Matanuska-Susitna Borough Code. Users should contact the Borough Clerk's Office for ordinances passed subsequent to the ordinance cited above.



New Business



Discussion with Tom Healy,
Public Works Director,
City of Palmer



**CITY OF PALMER
PLANNING & ZONING COMMISSION
INFORMATION MEMORANDUM 16-001**

SUBJECT: Consideration of a Resolution of the Planning and Zoning Commission supporting Matanuska-Susitna Borough Planning efforts to develop a Regional Transportation Planning Partnership Process

AGENDA OF: January 21, 2016

ACTION: Review and approve Resolution No. 16-001

Attachment(s): Resolution No. 16-001

Summary: The Matanuska-Susitna Borough is requesting cooperation from the Cities of Palmer, Wasilla and Houston to approve a resolution showing support of the Borough's planning efforts to develop a Regional Transportation Planning Partnership process.

The purpose of the partnership is to encourage better communication and collaboration efforts among the State of Alaska Department of Transportation and Public Facilities, the Borough and the Cities.

Recommendation: Approve Resolution No. 16-001

PALMER PLANNING AND ZONING COMMISSION

RESOLUTION NO. 16-001

A RESOLUTION OF THE PALMER PLANNING AND ZONING COMMISSION SUPPORTING MATANUSKA-SUSITNA BOROUGH PLANNING EFFORTS TO DEVELOP A REGIONAL TRANSPORTATION PLANNING PARTNERSHIP PROCESS TO ENSURE BETTER COMMUNICATION AND COLLABORATION BETWEEN THE STATE OF ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES, THE BOROUGH AND THE CITIES OF PALMER, WASILLA AND HOUSTON

WHEREAS, over the last decade there have been several road projects within the Matanuska-Susitna Borough that have been postponed or delayed due to communication and/or collaboration issues between the State of Alaska Department of Transportation and Public Facilities (DOT&PF), the Matanuska-Susitna Borough (Borough), and the cities of Palmer, Wasilla and Houston (Cities);

WHEREAS, these delays and postponements have come at significant costs in terms of project budgets, public trust, safety, and political support;

WHEREAS, the borough, the cities, and DOT&PF hosted a Regional Transportation Planning Workshop (workshop) in 2014 to specifically address the challenges, opportunities and issues facing regional transportation planning and to encourage better communication and collaboration; and

WHEREAS, workshop participants identified seven key opportunities for regional transportation planning improvements:

- Link Land Use and Transportation Planning Efforts
- Emphasize Regional Planning and Coordination
- Improve Connectivity Across the Region
- Ensure Maintenance Budgets Meet Infrastructure Needs
- Collaborate to Fund Projects
- Advance Shared Decision-Making
- Encourage Stakeholder and Public Involvement

WHEREAS, since 2014 the borough, cities, and DOT&PF have been working to implement projects and strategies identified in the report and action plan developed from the workshop;

WHEREAS, identified in the workshop report and action plan, the borough, cities, and DOT&PF applied jointly for a Transportation Investment Generating Economic Recovery (TIGER) grant in 2014 and developed a self-assessment report in 2015 to understand and prepare for the region's future designation as a Metropolitan Planning Organization;

WHEREAS, the DOT&PF awarded a grant in the amount of one million dollars to the Mat-Su Borough in 2015 to continue current efforts in regional transportation planning;

WHEREAS, of the several projects identified for funding by the DOT&PF grant, the development of a Regional Transportation Planning Partnership Process (partnership process) was included;

WHEREAS, the development of the partnership process was highlighted in the report and action plan and will help to address each of the improvement opportunities identified by workshop participants;

WHEREAS, communication and cooperation is critical to the development and implementation of the partnership process;

WHEREAS, before completely developing the process, the borough is seeking support for the overall concept and a willingness to participate in the development of the partnership process;

WHEREAS, the partnership process is intended to create a proactive management approach to change the paradigm of how the borough, cities and partner agencies plan for, manage and fund transportation improvements;

WHEREAS, the concept behind the partnership process would: 1) Begin before design on any major project that meets mutually agreed upon criteria. 2) A formal agreement is drafted and agreed upon by all parties outlining the governance structure for managing the project. 3) Together, the partnership defines the problem and outlines the public involvement strategy. 4) Once the problem is defined, the partnership drafts performance measures and project goals to evaluate their decisions and track their progress. 5) The partnership is involved in strategizing solutions and developing funding/implementation plans. Partners share resources to advance the identified strategies and solutions. 6) The partnership is not disbanded when the project enters the design phase; it follows the project providing oversight and ensuring the goals and performance measures are being met. 7) The partnership continues to evaluate the project after construction and through the life cycle of the transportation facility;

WHEREAS, the partnership would create an opportunity for improved regional governance over major transportation projects by allowing the pooling of resources, collaborative problem solving, and prioritized investments. The combination of these elements brings the region an improved ability to operate with a shared vision, saves time and money, regains the public trust, empowers staff to make the right decisions, and builds positive political capital; and

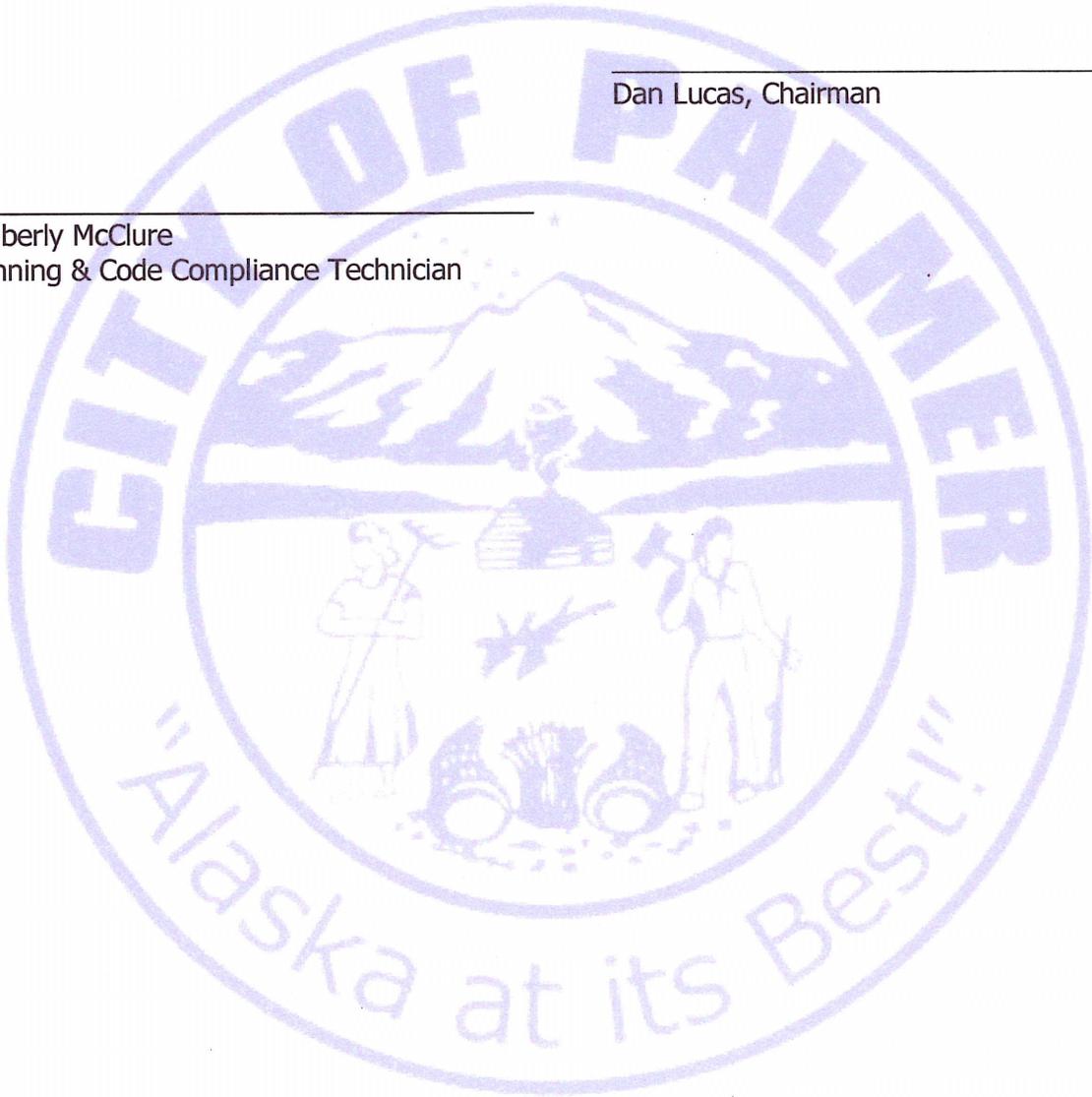
WHEREAS, the State of Alaska Department of Transportation & Public Facilities (DOT&PF) is obligated by 23 CFR450.210(b) to have a documented process for consulting non-metropolitan local officials for both the Statewide Transportation Improvement Program (STIP) and the Statewide Transportation Plan (SLRTP).

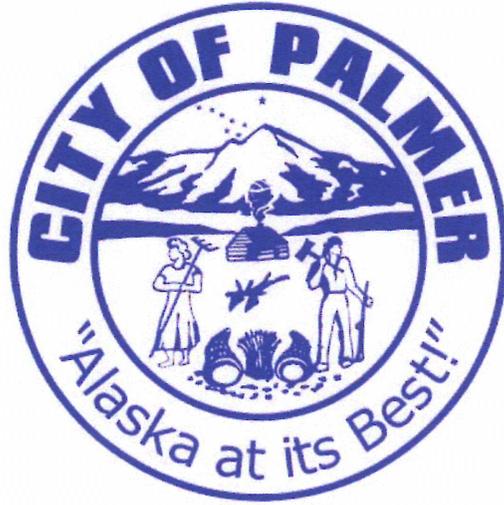
NOW, THEREFORE, BE IT RESOLVED, the Palmer Planning and Zoning Commission supports the Matanuska-Susitna Borough planning efforts to develop a regional transportation planning partnership process to ensure better communication and collaboration between the State of Alaska Department of Transportation and Public Facilities, the Borough and the cities of Palmer, Wasilla, and Houston.

Passed and approved this ____ day of January, 2016.

Dan Lucas, Chairman

Kimberly McClure
Planning & Code Compliance Technician





Plat Reviews



**CITY OF PALMER
PLANNING & ZONING COMMISSION
INFORMATION MEMORANDUM 15-029**

SUBJECT: Pre-Application Review: Tax Parcel B13, Section 32, Township 18 North, Range 2 East, Seward Meridian

AGENDA OF: January 21, 2016 (postponed from December 17, 2015)

ACTION: Review and comment

Attachment(s): 1) Memorandum
2) Pre-Application package from MSB Platting Division

Summary: The request is to divide tax parcel B13 into two lots and access for the two new proposed lots is W. Seth Avery Circle, located outside Palmer city limits.

Recommendation: The staff comments regarding the pre-application packet are attached.



MEMORANDUM

TO: Paul Hulbert, Chief of Platting
FROM: Kimberly McClure, Planning Technician
DATE: December 7, 2015
SUBJECT: Pre-application review - 18N02E32B013

Inside City Limits

Outside City Limits

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

1. City Manager: No comments.
2. Building Inspector: No changes necessary.
3. Community Development: The parcel is large enough to create two lots of adequate size if located within Palmer city limits. The proposed lots will have access from the newly constructed W. Seth Avery Circle.
4. Fire Chief: No changes necessary.
5. Public Works: No changes necessary.
6. Planning and Zoning Commission: The December 17th P & Z meeting has been cancelled. This pre-application is scheduled to be reviewed at the January 21st Planning and Zoning meeting. Any additional comments will be forwarded.

MATANUSKA-SUSITNA BOROUGH
 PLATTING DIVISION
 PRE-APPLICATION ROUTING SLIP

1760

Received

NOV 24 2015

City of Palmer

DUE DATE: **December 7, 2015**
 MEETING DATE: **December 10, 2015**
 TIME: **11 AM**
 PETITIONER / #: **Judith A. Lovell 907-707-3888**
 OWNER(s) / #: **same**
 SEC/TWP/RNG: **SEC32, T18N, R02E**
 SUBDIVISION: **N/A**
 TAX ID: **118N02E32B013**
 REQUEST: **Divide Tax Parcel B13 into two lots. Access for the two new proposed lots is W. Seth Avery Circle, newly acquired and constructed by MSB. Parcel is just outside of City of Palmer limits.**

E-MAIL:
 TAX MAP: **PA 05**
 RSA#: **16 South Colony**
 CITY OF: **N/A**

SENT PRE-APP PACKET TO:

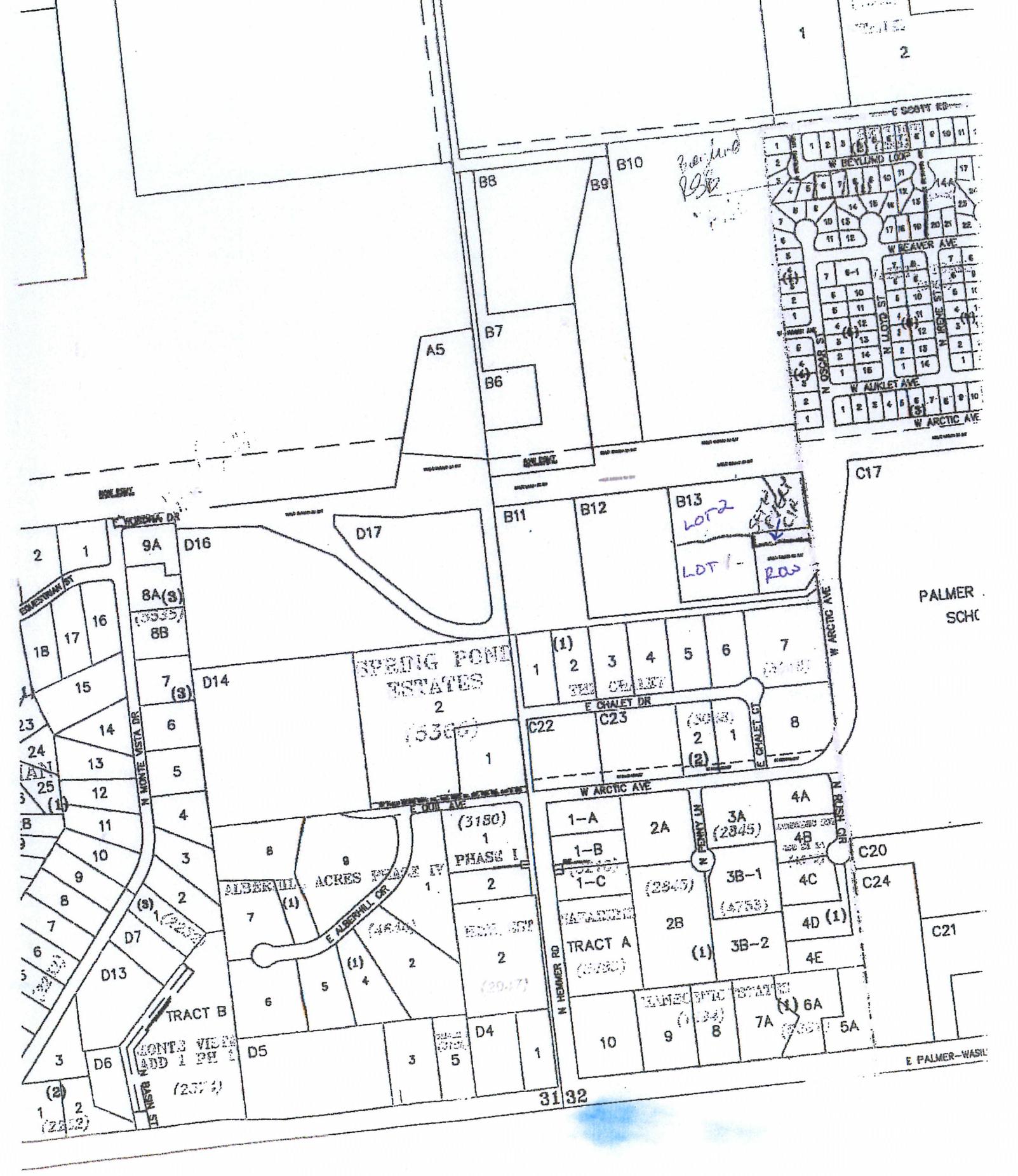
PLATTING ASST, **MARILYN MCGUIRE**
 ASSESSMENTS, **KRISTA BRASSEUR**
 ATTORNEY, **JOHN ASCHENBRENNER**
 CULTURAL RESOURCES, **SANDRA COOK**
 PLANNING, **EILEEN PROBASCO**
 ENVIRONMENTAL PLANNER, **FRANKIE BARKER**
 CODE COMPLIANCE, **THERESA TARANTO**
 DEVELOPMENT SERVICES, **SUSAN LEE**
 LIDS, **MARCIA VONEHR**
 O & M DIVISION, **JENNIFER BALLINGER,**
TERRY DOLAN, JIM JENSON, & ANNE DOLLARD

PLATTING OFFICER, **PAUL HULBERT**
 ROW COORDINATOR, **ANDY DEAN**
 PLANNING DIVISION, **JESSICA SMITH**
 PERMIT CENTER, MAIN E-MAIL ADDRESS
 COMMUNITY DEVELOPMENT, **ELIZABETH WEIANT,**
JILL IRSIK, & ERIC PHILLIPS
 EMS SERVICES, **JM MCNUTT**
 EMS SERVICES, **RICHARD BOOTHBY**
 PRE-DESIGN & ENGINEERING, **BOB WALDEN,**
BRAD SWORTS, MIKE CAMPFIELD, MIKE WELLER,
TRACY MCDANIEL, SHEILA ARMSTRONG, CINDY
COREY & CP E-MAIL

COMMENTS:

PA 20150203 PLT-21-8-1141

PRE-APP CHECK LIST.	
TASK	COMPLETE
Collect \$50 / Receipt	√
Collect Map	√
Collect Application	√
Schedule Date	√
Apt. Sheet to Customer	√
Summary (2 Sheets)	
*Govern	√
*My Property	√
GIS Tax Map	√
Aerial Map	√
SOA Road ?	No
Cartograph Sheet	None yet
CITY PW/H?	No, but send
MM Check	√
E-Mail for Comments	
Add to Platting Calendar	√



PALMER SCHC

SPEEDY POND ESTATES
2
(5388)

(3150)
PHASE I
2
2
(2927)

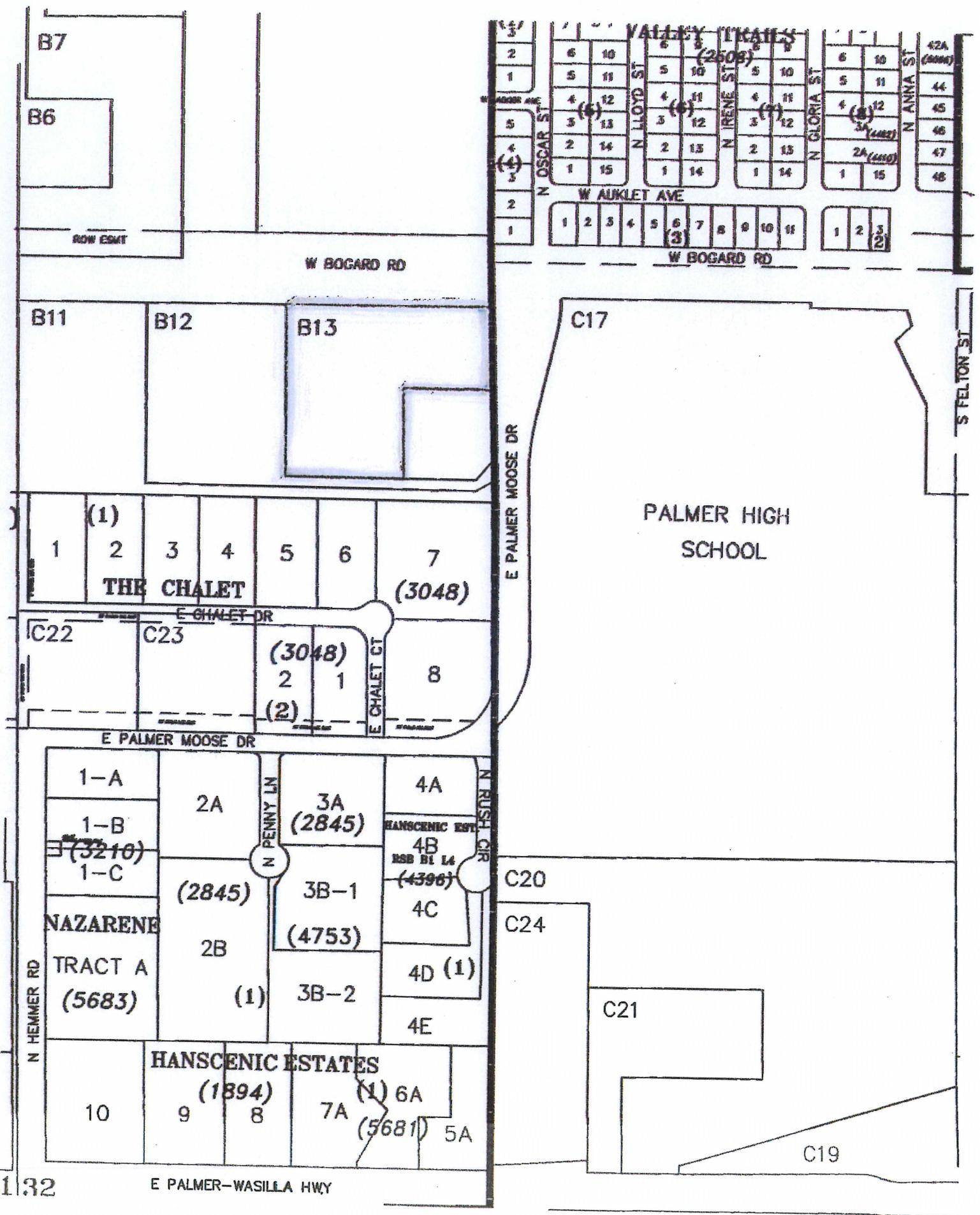
ALBERVILLE ACRES
7 (1)
8 (1)
9 (1)
4 (1)
5 (1)
6 (1)

TRACT A (1750)
1-A
1-B
1-C
2A
2B
3A (2845)
3B-1 (4758)
3B-2 (1)
4A
4B
4C
4D (1)
4E
5A
6A (1)
7A
8
9
10

TRACT B
MONTE VISTA
ADD 1 PH 1
(2574)

3132

E PALMER-WASH



VALLEY TRAILS
(2508)

2	6	10	6	10	6	10	42A (5000)
1	5	11	5	11	5	11	44
5	4	12	4	12	4	12	45
4	3	13	3	13	3	13	46
3	2	14	2	14	2	14	47
2	1	15	1	15	1	15	48
2	1	2	3	4	5	6	7
1	1	2	3	4	5	6	7

B7

B6

ROW ESMT

W BOGARD RD

B11

B12

B13

C17

PALMER HIGH SCHOOL

1 (1) 2 3 4 5 6 7
THE CHALET (3048)

C22 C23 (3048) 2 1 8
(2)

1-A 2A 3A (2845) 4A
1-B (3210) 4B HANSCENIC EST. RSB B1 L4 (4396)
1-C (2845) 3B-1 4C
NAZARENE TRACT A (5683) 2B (1) 3B-2 4D (1)
10 HANSCENIC ESTATES (1894) 7A (1) 6A (5681) 5A

E PALMER MOOSE DR

S FELTON ST

C20

C24

C21

C19



BEAVER

BENDER

CHALET

PALMER MOOSE

SETH AVERY

G. SING-A-RING

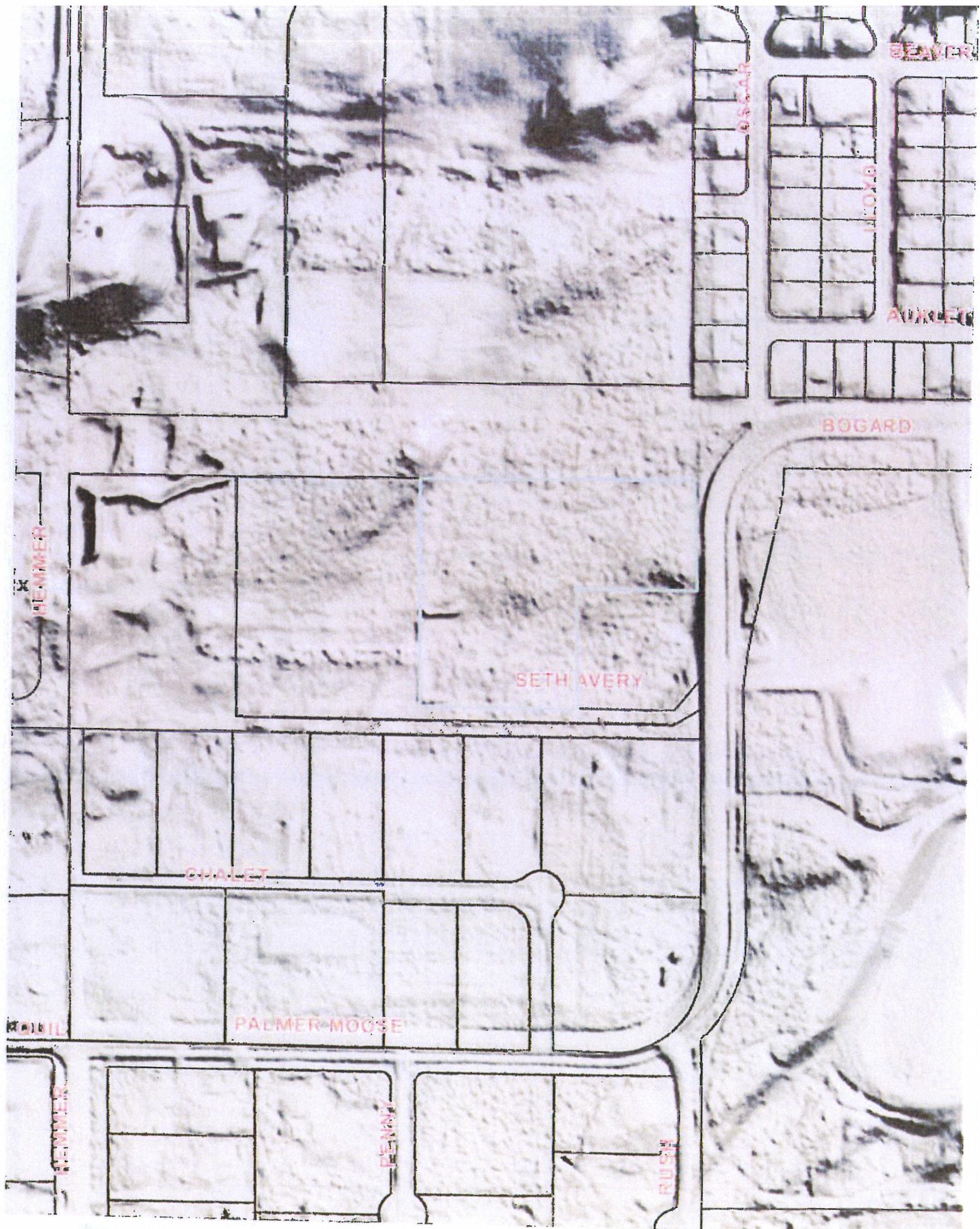
BOGARD

BEAVER

BOGARD

BOGARD

RUTSCH



SETH AVERY

BOGARD

CHALET

PALMER-MOOSE

PENN

RUSH

HENMER

OSCAR

LEOLA

AVER

AVER

HENMER

HENMER

LOWELL RONALD EG. NORTH A 16000 HEARST RD WILLITS, CA 95406 (Name no. 1403422) | LOWELL RONALD EG. NORTH A Since Jan 2004 (Owns#03622)

Title Map: 18N02E320013 (p. 1) 56372		12357 E SETH AVERY CIR		Parcel Status: Active	Ambulance District: 304 Palmer
Assembly District: 002 Assembly District	Cent Sid: 0	Cent Lot: 74100	SCN: 14 - Palmer	FSA: 132 Or Palmer	MAP: PA 135
Record District: Palmer	RSA: 016 South Colony	Taxable Area: 4.34	TRN: 5 18N 2E 328	Original Acq: 4/84	Subdiv Map: 0

(1) Platting/Property Control

Tax Account Number/LRM Case # _____

Subdivision / Lot _____

Parcel Index _____

LRM Query _____ Subd Query _____ Reports _____

TRN: 5 18N 2E 328

Owner Name: **LOVELL RONALD EG. JUDITH A**

Property Location: **12357 E SETH AVERY CIR**

Project _____

Site Name _____

Occupant Name(s) _____

Split/Merge/Virtual Parcels _____

Parcel(s) Linked _____

Buttons: Browse, Exit

Record Inquiry (1/1) ▶▶▶

Pub Wks Planning Platting Fire Code Enforcement TaxSale/FRCL Collections All Users LID

Code Comp LRM

LID History

Own/Buyers

Legacy Audit

Land Smry

Bldg Smry

Legacy Comments

LRM Cases

Plat 10 Scrn

Subd Alpha

Real Legacy

Bld Leg Hist

Leg Used by Acct#

Leg Used by Name



MATANUSKA-SUSITNA BOROUGH

Real Property Detail for Account: 18N02E32B013

Site Information

Account Number 18N02E32B013 Subdivision
 Parcel ID 56372 City None
 TRS S18N02E32 Map PA05 Tax Map
 Abbreviated Description TOWNSHIP 18N RANGE 2E SECTION 32 LOT B13
 (Not for Conveyance)

Site Address 12357 E SETH AVERY CIR

Ownership

Owners LOVELL RONALD E& JUDITH A Buyers
 Primary Owner's Address 16000 HEARST RD WILLITS CA Primary Buyer's Address 95490

Appraisal Information

Year	Assessment			Year	Assessment		
	Land Appraised	Bldg. Appraised	Total Appraised		Land Assessed	Bldg. Assessed	Total Assessed*
2015	\$76,600.00	\$0.00	\$76,600.00	2015	\$76,600.00	\$0.00	\$76,600.00
2014	\$74,100.00	\$0.00	\$74,100.00	2014	\$74,100.00	\$0.00	\$74,100.00
2013	\$74,100.00	\$0.00	\$74,100.00	2013	\$74,100.00	\$0.00	\$74,100.00

Building Information

Building Item Details

Building Number	Description	Area	Percent Complete
Tax/Billing Information			
Yea Certified	Zon Mill	Tax Billed	Recorded Documents
2015Yes	000312.941	\$991.27	Date Type
2014Yes	000312.582	\$932.32	9/3/2003 WARRANTY DEED (ALL TYPES)
2013Yes	000312.772	\$946.40	6/29/1999 WARRANTY DEED (ALL TYPES)
			12/31/1998
			Palmer Bk: 992 Pg: 819

Tax Account Status †

Status	Tax Balance	Farm	Disabled Veteran	Senior	Optional	Total	LID Exists
Current	\$495.63	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	No
Land and Miscellaneous							
Gross Acreage	Taxable Acreage	Assembly District	Precinct	Fire Service Area	Road Service Area		
4.94	4.94	Assembly District 002	11-060	132 Greater Palmer Consol	016 South Colony RSA		

* Total Assessed is net of exemptions and deferrals, rest, penalties, and other charges posted after Last Update Date are not reflected in balances.
 † If account is in foreclosure, payment must be in certified funds.

Last Updated: 11/23/2015 4:02:14 AM

Pre-Application Conference Request

861-7874 PLATTING

Name, phone # and address of requestor(s):

Name, phone #, address of owner(s) (if different):

Judith A Lovell
1120 S Gurn Circle Palmer AK 99645

907-707-3888

Required Items:

- 1. Fee of \$50.00. Exact cash amount or check made out to MSB. TAX MAP # PAS
- 2. Location of land (Township, Range, Section; Tax Account #; Subdivision Name and Lot & Block, etc.):
12357 SETH/ADAM CIRCLE PALMER ALASKA
18N 02E 32 B013
- 3. Basic dimensions of the lots to be created, the road to be built, the area to be vacated, etc.
- 4. Existing rights of way shown with names.
- 5. If eliminating lot lines or easement/right-of-way vacations: provide copy of map showing the area of vacation or the lot line to be eliminated.
- 6. If creating a street or road: proposed rights of way shown.
- 7. Please explain the purpose of the proposed action. For lot line eliminations or easement/right-of-way vacations, please explain the reason, i.e., setback violation, encroachment, topography, etc.:
DIVIDE B13 WITH ACCESS FROM RECENTLY CONSTRUCTED
SETH/ADAM CIRCLE

PA20150203

PLT-21-8-1141

Pre-application conferences are scheduled ten to 21 days after acceptance of fees.

Provide if available:

Documentation of any easements
Topography
As-Built Survey

PRE-APPLICATION CONFERENCE DATE & TIME:

12/10/15 11AM

The pre-application conference is a meeting between petitioner and Platting staff where staff reviews with the petitioner the MSB platting procedures, development policies, public improvement ordinance requirements, and other requirements affecting the proposed plan. *The Pre-Application conference requires preparation by both parties to maximize the benefits to both parties. In order to give our customers the best possible service, we need to know specifically what is wanted. Vague ideas do not give us enough information to provide the customer a full picture of what may or may not be required to process this request.*

Return to: Matanuska-Susitna Borough
Attention: Platting Division
350 E. Dahlia Ave
Palmer AK 99645

PAID
11/23/15
PH