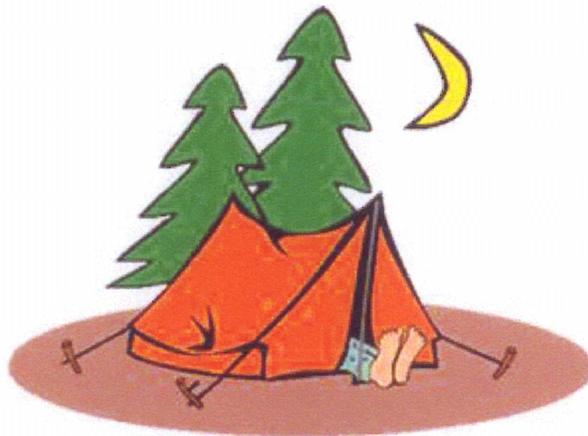




**City of Palmer**  
**Planning and Zoning Commission Packet**  
*June 18, 2015*



**PLANNING & ZONING COMMISSION**  
**REGULAR MEETING**  
**7 PM, THURSDAY, JUNE 18, 2015**  
**CITY COUNCIL CHAMBERS**  
**231 W. EVERGREEN AVENUE, PALMER**  
[www.cityofpalmer.org](http://www.cityofpalmer.org)



CHAIRMAN WILLIAM KERSLAKE, SR.  
VICE CHAIRMAN MICHAEL KIRCHER  
COMMISSIONER DAN LUCAS  
COMMISSIONER DAVID PETTY  
COMMISSIONER MERRY MAXWELL  
COMMISSIONER DOUGLAS CRUTHERS

**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 May 21, 2015
- F. Persons to be Heard
- G. Public Hearings
- H. Unfinished Business
  - 1. Continue Review of Safe Routes to School Plan
- I. New Business
  - 1. Presentation by Janette Bower, City Clerk
- J. Plat Reviews
  - 1. IM 15-015: Abbreviated Plat Review – The request is to subdivide Parcel 2 MSB Waiver Resolution No. 86-40-PWm, also known as Tax Parcel B15 in Section 10, Township 17 North, Range 2 East, Seward Meridian into two new lots to be known as McLain Estates, located outside Palmer city limits.
  - 2. IM 15-016: Abbreviated Plat Review – The request is to eliminate the common lot line between lot 11 and lot 12 to be known as Lot 11A, Block 6, Lucas subdivision, located inside 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, MAY 21, 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  
Douglas Cruthers  
Excused absence(s):  
Merry Maxwell  
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 Petty.
- D. APPROVAL OF AGENDA: The agenda was approved as presented.
- E. MINUTES OF PREVIOUS MEETING(S):  
The minutes of the April 16, 2015 Regular Meeting were approved as amended. The spelling of Elaine McDahlgren last name was corrected (Minutes page 3 of 10).
- F. PERSONS TO BE HEARD:  
There were no persons wishing to speak on a topic not on the agenda.
- G. PUBLIC HEARING(S): There were no public hearings.
- H. UNFINISHED BUSINESS:
1. Review Draft Ordinance 15-00x An Ordinance of the Palmer City Council Amending Palmer Municipal Code Title 17 Zoning Chapter 17.60 to include 17.60.057 Amnesty for Setback Encroachments.

Staff Report: Ms. Garley reported that action on this item was postponed from the previous meeting in order for staff to add language requested by the Commission to require that a nonconforming structure be brought into conformance with the code

should it be destroyed. The added language appears at paragraphs D and E of the proposed ordinance.

Following brief review:

Motion restated for reference [postponed from 4/16/15 meeting]:

**Commissioner Kircher** moved, seconded by **Commissioner Petty**, to recommend adoption of the proposed ordinance and move it forward to the City Council.

**VOTE ON MOTION: Carried Unanimously.**

[Kerslake, Kircher, Lucas, Petty, Cruthers]

I. NEW BUSINESS:

1. **IM 15-012** Planned Unit Development Informal Review for Tax Parcel C8 in Section 4, Township 17 North, Range 2 East, Seward Meridian – Presentation by John Weaver of Valley Residential Services

Staff Report: Ms. Garley reported that this was first brought before the Commission as a request for a zone change at its previous meeting, which was denied. The applicant did not file an appeal and has instead brought forward a proposal for a Planned Unit Development (PUD) on subject property as suggested during the public hearing discussion. This is an **Informal Review** of the proposed PUD. Information and drawings submitted by the applicant are contained in the packet [pp 25-35]. Should the Commission determine that a PUD makes sense here, the next step would be for the applicant to request a Formal Review which would include a public hearing and to move forward from there.

**John Weaver**, Valley Residential Services, and **Ron Bateman**, Architect with Lumen Design, outlined the proposed project and presented a site plan and model projects. Mr. Bateman encouraged the Commission to study the narrative describing the proposal in more detail.

Brief questions of the applicant ensued. Ms. Garley explained the PUD process to the audience.

**Commissioner Kerslake** moved, seconded by **Commissioner Kircher**, to accept this Informal PUD Review and allow a formal application to be submitted.

**VOTE ON MOTION: Carried Unanimously.**

[Kerslake, Kircher, Lucas, Petty, Cruthers]

2. Review Safe Routes to School Plan.

Staff Report: Ms. Garley directed attention to the Safe Routes to School Plan document on the table for review. Ms. Luanne Urfer of SDG was present to describe the plan and answer questions. No action is expected tonight, but rather to bring back to the next meeting after the Commission has had a chance to review the document and formulate

recommendations.

**Luanne Urfer** of SDG, Sustainable Design Group, explained there was an additional addendum to the document which is a breakdown of the list of projects of interest. She explained the Safe Routes to School project, which assesses the routes that kids take to school to determine any conflicts or safety issues. It only deals with elementary through middle schools, not high schools, and is funded by DOT. This plan looked at all of the public schools, including charter, that are within Palmer city limits and assesses based on age of the children, some of the routes that they should take, and which ones were appropriate. There was a significant amount of public involvement and feedback from parents as well as the schools.

Further discussion and questions ensued with suggestions for trails away from the highway. The list of routes is not prioritized. As much information as possible was provided in an effort to aid the City in prioritizing as to its particular needs within the community.

Ms. Garley asked the Commission to review and come to the next meeting prepared to make recommendations regarding priority of the 10 projects listed in the document, noting that the City Council would be looking for P&Z comment and recommendations.

Ms. Urfer suggested perhaps a committee be formed in order to track and keep abreast of changes that occur over time. Commissioner Cruthers inquired if the new Parks and Recreation Board might be able to shoulder some of this rather than form a committee. Ms. Garley explained the responsibilities of the new Board and that some of the responsibility may overlap with P&Z. She expects the first meeting of the board to occur sometime in July and will be including the Safe Routes document in the information given them. It is her hope that the new Board and P&Z can meet maybe quarterly and share ideas in insights.

- 3. Resolution No. 15-004:** A Resolution of the Palmer Planning and Zoning Commission requesting the Alaska Department of Transportation and Public Facilities add a separated trail along the Glenn Highway from Palmer to Sutton to the State Transportation Improvement Program.

**Staff Report:** Ms. Garley summarized that the MSB Parks, Recreation, and Trails Advisory Board has recently passed a resolution with similar language reflecting the desire for the addition of an at-grade paved pathway along the Glenn Highway from Palmer to Sutton to the State Transportation Improvement Program. Although the abandoned railroad right-of-way from Palmer to Sutton has long been contemplated for future development of a pathway, the existing and future erosion associated with the Matanuska River makes development of a paved pathway cost prohibitive, and the proposed paved pathways from Palmer to Sutton would create a vital recreation connection between the two communities.

**Commissioner Kircher** moved, seconded by **Commissioner Lucas**, to recommend approval of Resolution 15-004 and move forward to the City Council.

Commissioner Kircher spoke in favor in that he thinks it is a great idea; noted the railroad right-of-way would have been the ideal path but it is not financially practical; also, that it is timely in that it's his understanding DOT plans to build a bridge over Moose Creek with tie-ins from both directions, which may mean they would build paths along there also and eventually all the way to Sutton.

Commissioner Lucas fully agreed with the above points; added, however, that he doesn't think we should abandon all hope of at least a single trail along the railroad grade, something that would be a lot less difficult to build and maintain, but agrees that it is certainly not the place for a paved path and that asking for one along the Glenn Highway is appropriate.

Commissioner Cruthers encouraged not to give up hope on a path that goes from Downtown Palmer to the Fairgrounds adjacent to the railroad tracks; that it is much needed and would be a huge improvement during Fair time, to be used for foot traffic as well as bicycles; that yes, it is an excellent idea to run a path to Sutton but we need to finish the tail end of it also.

Commissioner Petty also spoke in favor and agreed with regard to a trail to the Fairgrounds.

**VOTE ON MOTION:** [Resolution 15-004]: **Carried Unanimously.**  
[Kerslake, Kircher, Lucas, Petty, Cruthers]

4. **Resolution No. 15-005:** A Resolution of the Palmer Planning and Zoning Commission Approving the Placement of a 60' x 40' Storage Building in the P-Public District, Located on Tract 1G, ARRC 2008 for the Palmer Senior Center.

Staff Report: Ms. Garley directed attention to the information in the packet on the 60' x 40' building being proposed, which will encompass about 2400 sf of warehouse storage. All of the criteria required is being met and in conformance with the City and Borough Comprehensive Plans. Staff recommends approval of placement of the storage building.

**Jassen Michael**, Bower Construction, representing Mat-Su Senior Services on this project, informed of a change that was just requested today requesting that the building be placed about four feet from the property line, which is revised from what was submitted, and put a fire wall on the East wall so that they can better use the rest of the lot in the future to provide additional housing units for seniors. Pending approval by the Commission, the Building Inspector has approved and the State Fire Marshall has approved all but two minor comments.

Further discussion and questions ensued. It was pointed out Mat-Su Senior Services owns the property on the other side of subject property line which they intend for future construction. **Rachel Greenberg**, Executive Director, Mat-Su Senior Services, answered commissioner questions.

**Commissioner Cruthers** moved, seconded by **Commissioner Kircher**, to recommend approval of Resolution No. 15-005 and move forward to the City Council.

**VOTE ON MOTION** [Resolution 15-005]: **Carried Unanimously.**  
[Kerslake, Kircher, Lucas, Petty, Cruthers]

5. **Resolution No. 15-006:** A Resolution of the Palmer Planning and Zoning Commission Approving the Construction of a 64' x 30' Pole Barn in the P-Public District Located at 1170 W. Arctic Avenue on Tax Parcel C17 in Section 32, Township 18 North, Range 2 East, Seward Meridian, for the Palmer High School.

Staff Report: Ms. Garley reported that the project is for the construction of a 64' x 30' pole barn for use by Palmer High School, to be located on the northeast side of the high school building. The purpose is to provide additional storage area to meet the growing needs of Palmer High School. Staff feels the School District has a need for the facility, has met the required criteria, and recommends approval.

**Commissioner Lucas** moved, seconded by **Commissioner Petty**, to recommend approval of Resolution No. 15-006 and move forward to the City Council.

Commission comments were all in favor.

**VOTE ON MOTION** [Resolution 15-006]: **Carried Unanimously.**  
[Kerslake, Kircher, Lucas, Petty, Cruthers]

- J. PLAT REVIEWS: There were no plat reviews.
- K. PUBLIC COMMENTS: There were no public comments presented.
- L. STAFF REPORT: Ms. Garley reported:
- the Parks and Recreation Board is getting organized and should be ready for work soon;
  - received an application for a building permit for the new building that will replace the old School Administration Building recently demolished; should be under construction soon;
  - City Manager yesterday signed the Large Retail Establishment Permit for the new Fred Meyer Store, which has been sent for review and signature; project is moving forward.
- M. COMMISSIONER COMMENTS:

**Commissioner Cruthers** inquired if there was any discussion as to who will lease the old Fred Meyer building. Ms. Garley said they haven't revealed it yet.

**Commissioner Lucas** had no additional comments.

**Commissioner Petty** had no additional comments.

**Commissioner Kircher** reminded of the Master Gardeners Plant Sale from 9:00 to 3:00 at the Pavillion in Downtown Palmer. Get there early.

**Chairman Kerslake** expressed recognition of the meaning of Memorial Day coming up; commented on the overall vitality that we're seeing in Palmer, that there is a lot of revitalization happening Downtown, that our community is growing and it's P&Z's job to keep pushing it in the right direction.

**Ms. Garley** added that for those who have been in Palmer for a long time remember the Old Morgue. It is now called The Annex and encouraged everyone to visit – it's beautifully remodeled, has meeting rooms, office space for rent by the month or by the day.

N. ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:03 p.m.

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William Kerslake, Sr., Chairman

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Kimberly A. McClure  
Planning and Code Compliance Technician



## **Unfinished Business**



Please remember to  
bring your Safe Routes  
to School Plan packet to  
the June 18 Planning  
and Zoning meeting.

**Project and Potential Funding Sources**

1. Construct pathway along Glenn Highway from tunnel to Cedar Hills.
2. Multi-use trail behind PJMS along Gulkana Street from Fireweed to Industrial Way.
3. Improve pathway on Cope Industrial Way along PJMS parking lot and add signage for pathway crossing near Nutrition Services Facility.
4. Construct 200-foot trail and railroad track crossing at Caribou Street and Auklet Avenue streets.
5. Extend Industrial Way to Alaska State Fairgrounds from Commercial Way to Inner Springer Loop and add a pathway.
6. Add pathway on Inner Springer and Outer Springer Loop from Pope's Road to Chugach Street.
7. Add pathway thru Cranberry Meadows to the Old Glenn Highway to add access for Academy Charter and School Administration Building.
8. Pedestrian bridge crossing over roadway near Glacier View Avenue.
9. Add sidewalk access along North Eklutna Street and pathway access along East Beaver Avenue, West Auklet Avenue, and East Auklet Avenue as part of the Sherrod Area Water & Street Improvement projects.
10. Improve sidewalk conditions, crosswalks, and ADA access along Cobb Street in coordination with Cobb Street Rehabilitation project.

1.	Construct pathway along Glenn Highway from tunnel to Cedar Hills.	
2.	Multi-use trail behind PJMS along Gulkana Street from Fireweed to Industrial Way.	
3.	Improve pathway on Cope Industrial Way along PJMS parking lot and add signage for pathway crossing near Nutrition Services Facility.	
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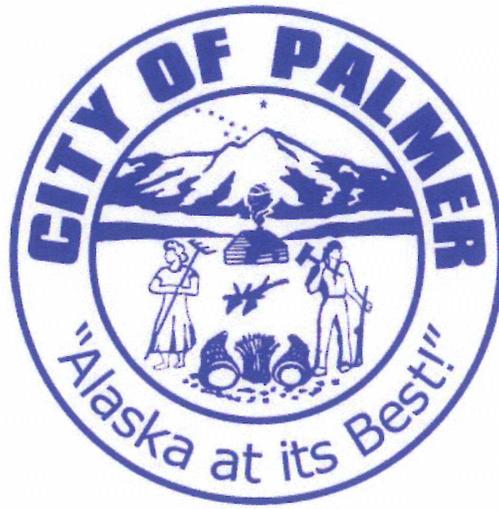
 Project less than \$100,000  
 \$100,000 - \$200,000  
 \$200,000 - \$400,000  
 Project more than \$400,000



## **New Business**



Presentation by  
Janette Bower, City  
Clerk



## Plat Reviews



**CITY OF PALMER  
PLANNING & ZONING COMMISSION  
INFORMATION MEMORANDUM 15-015**

**SUBJECT:** Abbreviated Plat Review – Tax Parcel B15 in Section 10, Township 17 North, Range 2 East, Seward Meridian

**AGENDA OF:** June 18, 2015

**ACTION:** Review and comment

**Attachment(s):** 1) Memorandum  
2) Abbreviated Plat Request package from MSB Platting Division

**Summary:** The request is to subdivide Parcel 2 MSB Waiver Resolution No. 86-40-PWm into two new lots to be known as McLain Estates, located outside Palmer city limits

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



## MEMORANDUM

TO: Paul Hulbert, Chief of Platting  
FROM: Kimberly McClure, Planning Technician  
DATE: May 29, 2015  
SUBJECT: Tax Parcel B15, Section 10, Township 17 North, Range 2 East,  
Seward Meridian

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 changes necessary.
2. Building Inspector: No changes necessary.
3. Community Development: The proposed new lots would be adequate in size for residential lots for lot width and lot area if they were located inside Palmer city limits.
4. Fire Chief: No changes necessary.
5. Public Works: No changes necessary.
6. Planning and Zoning Commission: This plat was not received in time to be published on the May P & Z agenda. This plat is scheduled to be reviewed at the June 18 P & Z meeting. Any additional comments will be forwarded.



**MATANUSKA-SUSITNA BOROUGH** Received  
**• PLATTING DIVISION •**  
 350 EAST DAHLIA AVENUE, PALMER, ALASKA 99645-6488 MAY 13 2015  
 PHONE 861-7874 • FAX 861-8407

City of Palmer

Comments Due: May 29, 2015

Date: May 15, 2015

### Abbreviated Plat Request for Comments

AK Dept. of Transportation – Anchorage AK Dept. of Transportation – Palmer AK Dept. of Transportation – Aviation AK DNR, Division of Mining/Land/Water AK DNR, Public Access Defense AK DNR, Division of Agriculture AK DF&G, Habitat Mgmt. & Permitting AK DF&G, Division of Sport Fish AK Railroad, Engineering Department Corp of Engineers U.S. Postmaster City of: Community Council: Fire Service Area: #132 Road Service Area: #16 MSB – Borough Attorney	MSB – Emergency Services MSB – Community Development MSB – Cultural Resources MSB – Capital Projects, Engineering MSB – Public Works, O&M MSB – Assessments MSB – Code Compliance MSB – Planning Division MSB – Pre-Design Division MSB – Permit Center M.E.A. M.T.A. Enstar GCI Assembly District #2
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Title:	McLain Estates
Location:	Sec 10, T17N, R02E, S.M, AK
Petitioner:	Michael C. and Julie A. McLain
Address:	PO Box 2616, Palmer, AK 99645
Surveyor:	Alaska Rim Engineering, Inc.
Address:	9131 E. Frontage Road, Ste 1, Palmer, AK 99645

**The request is to subdivide Parcel 2, MSB Waiver Resolution No. 86-40-PWm, recorded as 86-150W, into two new lots to be known as McLain Estates, containing 5.001 more or less.**

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 **May 29, 2015** so that we may incorporate this information into our recommendations to the Platting Officer, for the public hearing to be held on **June 10, 2015**.

Kindest Regards,

Lisa Gray  
 Platting Technician  
[lisa.gray@matsugov.us](mailto:lisa.gray@matsugov.us)

*Providing Outstanding Borough Services to the Matanuska-Susitna Community.*

MATANUSKA RIVER

C3

PALMER MUNICIPAL AIRPORT  
(5840)

City of Palmer

City of Palmer

E LEPAK AVE

LEPAK PHASE 3  
TRACT A-1  
(3739)

LEPAK  
PHASE II  
TRACT B  
(2996)

(2329)  
6  
(3)

City of Palmer

B6

B14

B17

A6

A3 1

B5

B15

B16

Lot 1

Lot 2

**SUBJECT  
PROPERTY**

A4

A5

A7

A8

A9

E LAWALTER RD

B21

B18

B12

B11

B10

A10

B19

B13

PUBLIC USE ESMT

D1

### VICINITY MAP

FOR PROPOSED MCLAIN ESTATES  
LOCATED WITHIN

SECTION 10, T17N, R2E, SEWARD MERIDIAN,  
ALASKA

PALMER 11 MAP

# OWNER'S STATEMENT

MAY 15 2015

This information is required for submission per MSB 43.05.050. Please **type** or **print** all non-signature items in ink.

PROPOSED SUBMITTAL NAME: McLain Estates

I submit the enclosed items concerning the above-referenced submittal for review. By my signature I certify that the property is (check one):

- Privately owned and that I am the owner.
- Owned by a sole proprietorship and I am the proprietor.
- Owned by a partnership of which I am a general partner.
- Owned by a corporation of which I am a principal executive officer of at least the level of vice-president, or a duly authorized representative responsible for the overall management of this subdivision. (Submit copy of authorization).
- Owned by a municipal, state, federal or other public agency, of which I am a principal executive officer, ranking elected official, or other duly authorized employee.

Michael McLain  
Original Signature (please sign in ink)

3/9/15  
Date

P.O. Box 2516 Palmer AK 99645  
Mailing Address

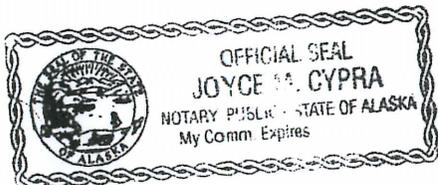
354-5792  
Phone

MICHAEL McLain Owner  
Name & Official Title (print)

\_\_\_\_\_  
Company or Agency (if applicable)

## NOTARY ACKNOWLEDGEMENT:

Subscribed and sworn to before me this 9<sup>TH</sup> day MARCH, 2015



Joyce M. Cypria  
NOTARY PUBLIC in & for Alaska  
My Commission Expires: 7-11-15

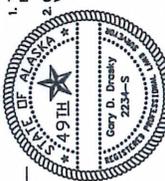
**LEGEND**

- RECOVERED ALUMINUM CAP MONUMENT
- RECOVERED 2" IRON PIPE
- RECOVERED 5/8" REBAR
- SET 5/8"x24" REBAR W/ PLASTIC CAP CAP MARKED AK RIM 10615-S
- (C) CALCULATED DATA
- (M) MEASURED DATA
- (R) RECORD DATA DERIVED FROM MSB WAIVER RESOLUTION SERIAL NO. 86-40-PWm RECORDING NO. 86-150W
- (R1) RECORD DATA DERIVED FROM ROAD EASEMENT PER BK. 390 AT PG. 447

**PLANNING & LAND USE DIRECTOR'S CERTIFICATE**

I CERTIFY THAT THIS SUBDIVISION PLAN HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION ACT AND THAT THE PLAN HAS BEEN APPROVED BY THE PLANNING AUTHORITY BY PLAT RESOLUTION No. 201 AND THAT THIS PLAN HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE RECORDER IN THE PALMER RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA, IN WHICH THE PLAT IS LOCATED.

PLANNING AND LAND USE DIRECTOR \_\_\_\_\_ DATE \_\_\_\_\_  
 ATTEST: PLATING CLERK \_\_\_\_\_



**CERTIFICATE OF PAYMENT OF TAXES**

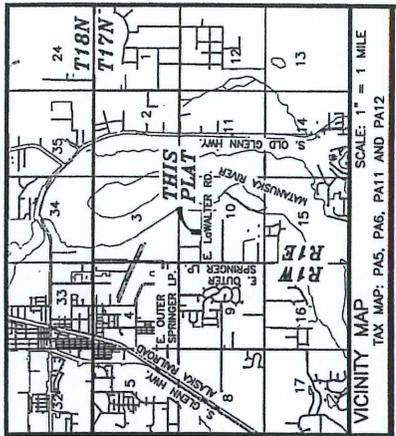
I HEREBY CERTIFY THAT ALL CURRENT TAXES AND SPECIAL ASSESSMENTS INCURRED TO DATE AGAINST THE PROPERTY INCLUDED IN THIS SUBDIVISION OR RESUBDIVISION, HEREON HAVE BEEN PAID.

TAX COLLECTION OFFICIAL: MAT-SU BOROUGH \_\_\_\_\_ DATE \_\_\_\_\_

**TOPOGRAPHIC NOTE**

1. TOPOGRAPHY DERIVED FROM MAT-SU BOROUGH UDAR TOPOGRAPHY MAP MAT.020.ME DATED 2011. HORIZONTAL DATUM IS BASED ON NAD83.

2. CONTOURS ARE IN 5 FOOT INTERVALS AND ARE BASED ON NAD 88 6600 09 VERTICAL DATUM.



**CERTIFICATE OF OWNERSHIP**

WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED IN THIS PLAN AND THAT WE HEREBY ADOPT THIS PLAN OF SUBDIVISION BY OUR FREE CONSENT.

MICHAEL C. MCLAIN \_\_\_\_\_ DATE \_\_\_\_\_  
 P.O. BOX 2616  
 PALMER, AK. 99645

JULIE A. MCLAIN \_\_\_\_\_ DATE \_\_\_\_\_  
 P.O. BOX 2616  
 PALMER, AK. 99645

**NOTARY'S ACKNOWLEDGEMENT**

SUBSCRIBED AND SWORN TO BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_ FOR \_\_\_\_\_

NOTARY FOR THE STATE OF ALASKA  
 MY COMMISSION EXPIRES \_\_\_\_\_

Received

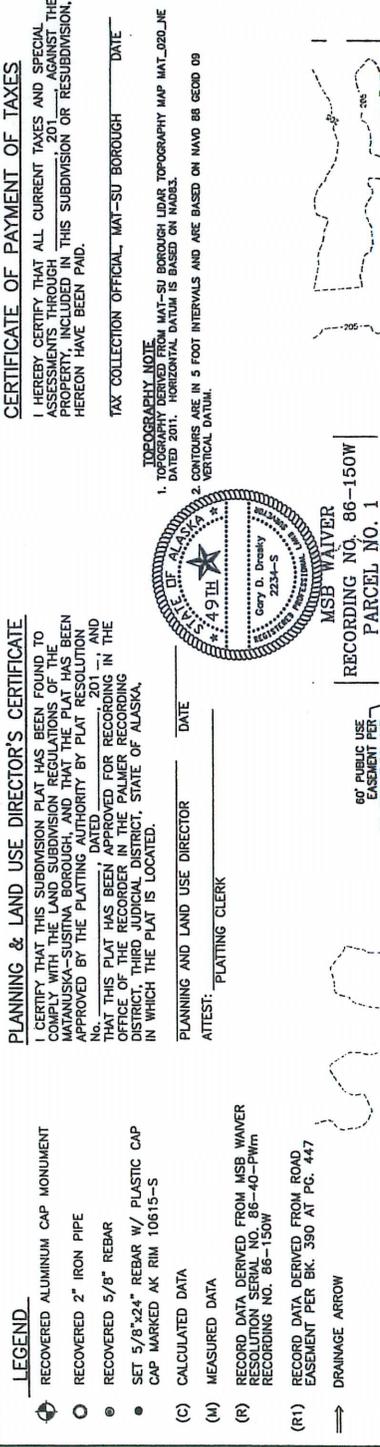
MAY 15 2015

City of Palmer

A PLAT OF  
**MCLAIN ESTATES**  
 A SUBDIVISION OF  
**PARCEL 2, MSB WAIVER RESOLUTION No. 86-40-PWm**  
**RECORDING No. 86-150W**  
 PALMER RECORDING DISTRICT  
 LOCATED WITHIN THE NET/ANW/4,  
 SECTION 10, T17N, R2E, S1M., AK.  
 CONTAINING 5.001± ACRES

ALASKA RIM ENGINEERING, INC.  
 9131 E. FRONTAGE ROAD, SUITE 1  
 PALMER, AK 99645  
 PH: (907) 746-9845 FAX: (907) 746-0222  
 EMAIL: alme@alrim.com WWW: www.alrim.com

W.O. 1400924 DATE: MAY 2015  
 DRAWN BY: JRC SCALE: 1" = 100'  
 FILE: 1400924 PL SHEET 1 OF 1



**MSB WAIVER RECORDING NO. 86-150W PARCEL NO. 1**

**MSB WAIVER RECORDING NO. 86-150W PARCEL NO. 2**

**MSB WAIVER RECORDING NO. 86-150W PARCEL NO. 3**

**MSB WAIVER RECORDING NO. 86-150W PARCEL NO. 4**

**UNSUBDIVIDED (PARENT PARCEL EXCEPTION ED DePRIEST-PARCEL)**

**PARENT PARCEL EXCEPTION PARCEL NO. 2**

**PARCEL NO. 1**

**PARCEL NO. 2**

**PARCEL NO. 3**

**PARCEL NO. 4**

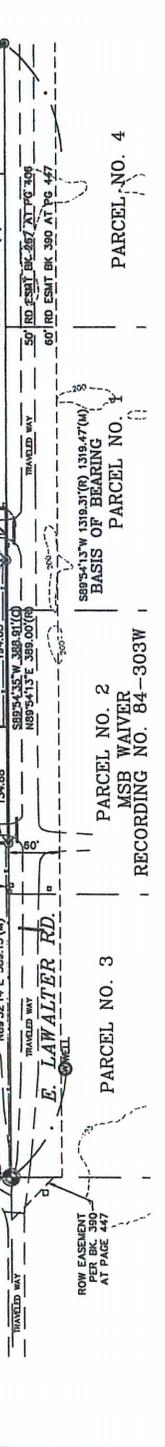
**NOTES**

1. 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.
2. NO INDIVIDUAL WATER SUPPLY SYSTEM OR SEWAGE DISPOSAL SYSTEM SHALL BE PERMITTED ON ANY LOT UNLESS THE SYSTEM IS LOCATED, CONSTRUCTED AND EQUIPPED IN ACCORDANCE WITH THE REQUIREMENTS, STANDARDS AND RECOMMENDATIONS OF THE STATE OF ALASKA.
3. RESTRICTIVE COVENANTS WERE RECORDED IN THE PALMER RECORDING DISTRICT ON NOVEMBER 13, 1995, IN BOOK 827 AT PAGE 991.
4. MTA BLANKET EASEMENT RECORDED AUG. 14, 2002 PER RECORDING SERIAL No. 2002-01755-0

**SURVEYOR'S CERTIFICATE**

I HEREBY CERTIFY THAT I AM A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF ALASKA AND THAT THIS PLAT REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT THE MONUMENTS SHOWN ON THE PLAT ACTUALLY EXIST AS DESCRIBED, AND OTHER DETAILS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

DATE \_\_\_\_\_





**CITY OF PALMER  
PLANNING & ZONING COMMISSION  
INFORMATION MEMORANDUM 15-016**

**SUBJECT:** Abbreviated Plat Review – Lots 11 & 12, Block 6, Lucas

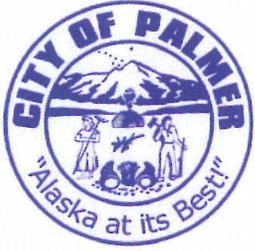
**AGENDA OF:** June 18, 2015

**ACTION:** Review and comment

**Attachment(s):** 1) Memorandum  
2) Abbreviated Plat Request package from MSB Platting Division

**Summary:** The request is to eliminate the common lot line between lot 11 and lot 12 to be known as Lot 11A, Block 6, Lucas subdivision, located inside Palmer city limits

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



## MEMORANDUM

TO: Paul Hulbert, Chief of Platting  
FROM: Kimberly McClure, Planning Technician  
DATE: June 22, 2015  
SUBJECT:

Inside City Limits

Outside City Limits

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

1. City Manager: There are assessments billed and due (see attached).
2. Building Inspector: No changes necessary.
3. Community Development: These lots are zoned R-2, Low Density Residential. The new proposed lot 11A has a lot width of 100' which meets the required minimum lot width of 60', and has a lot area of 14,000 square feet which meets the required minimum lot area of 8,400 square feet.
4. Fire Chief: No changes necessary.
5. Public Works: No changes necessary.
6. Planning and Zoning Commission: (Pending comments from June 18 P & Z meeting.)

DISTRICT/PROJECT: 08-01-ST -08-01-ST IMPROVEMENT DIST / R10-11/20 -Lucas Area St Improvement District

ASSESSMENT #/ OWNER	ORIGINAL AMOUNT	BILLED PRINCIPAL	REMAINING BALANCE	OUTSTANDING BALANCE	ADDITIONAL INTEREST	PROJECTED PENALTY	PAYOFF TOTAL AS OF 6/11/2015
0246 HUNT, JAS & JACKIE	3,611.72	1,727.52	1,884.20	245.53	1.53	0.00	2,131.26

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08-01-ST/R10-11/20 : 1

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08-01-ST/R10-11/20 : 1

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**MATANUSKA-SUSITNA BOROUGH**  
**• PLATTING DIVISION •**  
 350 EAST DAHLIA AVENUE, PALMER, ALASKA 99645-6488  
 PHONE 861-7874 • FAX 861-8407

Received

JUN 08 2015

City of Palmer

Comments Due: July 1, 2015

Date: June 8, 2015

**Abbreviated Plat Request for Comments**

AK Dept. of Transportation – Anchorage	MSB – Emergency Services
AK Dept. of Transportation – Palmer	MSB – Community Development
AK Dept. of Transportation – Aviation	MSB – Cultural Resources
AK DNR, Division of Mining/Land/Water	MSB – Capital Projects, Engineering
AK DNR, Public Access Defense	MSB – Public Works, O&M
AK DNR, Division of Agriculture	MSB – Assessments
AK DF&G, Habitat Mgmt. & Permitting	<b>MSB – Code Compliance</b>
<b>AK DF&amp;G, Division of Sport Fish</b>	MSB – Planning Division
AK Railroad, Engineering Department	MSB – Pre-Design Division
<b>Corp of Engineers</b>	MSB – Permit Center
<b>U.S. Postmaster</b>	M.E.A.
<b>City of: Palmer</b>	M.T.A.
Community Council:	Enstar
Fire Service Area:	GCI
Road Service Area:	Assembly District #2
MSB – Borough Attorney	

Title:	LUCAS RSB B/6 L/11&12
Location:	SEC 05, T17N, R012E, S.M, AK
Petitioner:	JAMES W. JR. & JACKIE K. HUNT
Address:	115 SANTIAGO STREET ALAMOGORDO NM 88310-5639
Surveyor/Engineer:	ALASKA RIM ENGINEERING, INC.
Address:	9131 E. FRONTAGE ROAD, SUITE #1 PALMER AK 99645

**The request is to eliminate the common lot line between Lot 11 and Lot 12, Block 6, Lucas. Plat No. 5-65, Section 05, Township 17 North, Range 02 East, SM AK, to be known as LOT 11A, containing .32+ acres.**

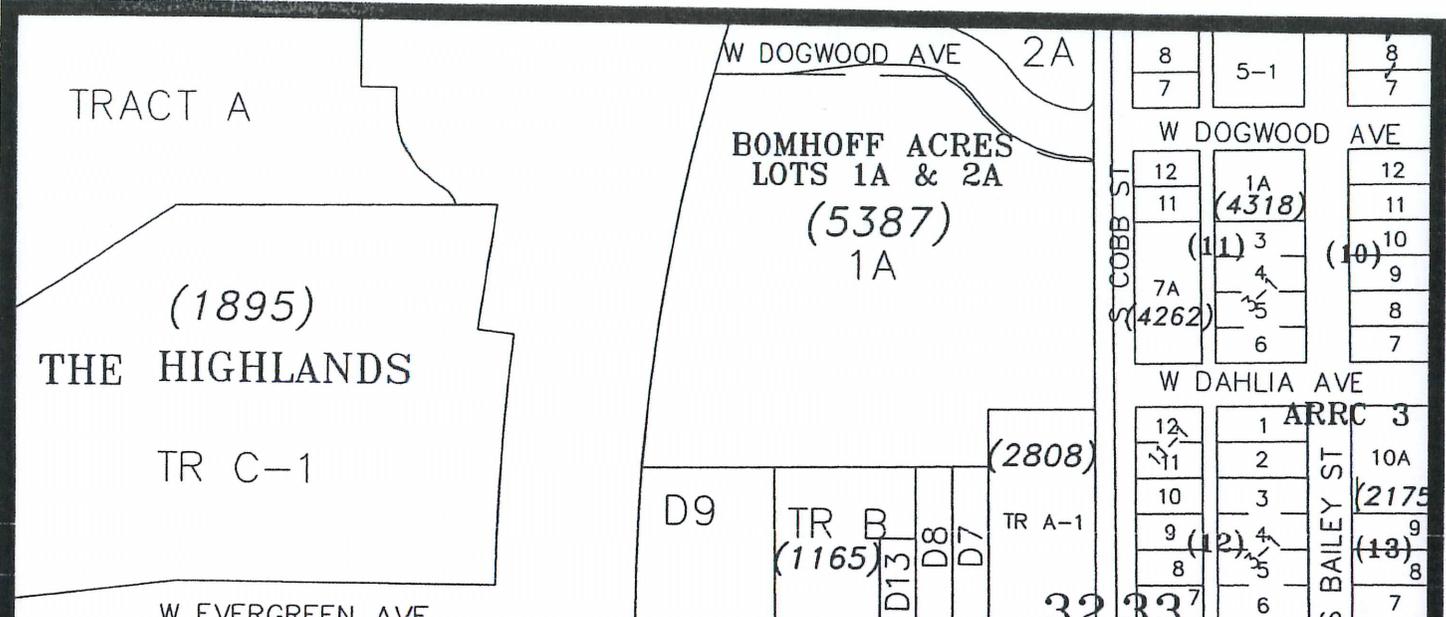
Please submit your comments in writing, specifying any easements or other requirements that your department or agency may need or any data which you feel should be incorporated on the abbreviated plat to help us more effectively enforce our subdivision regulations. All comments, existing files and correspondence that you may have relating to this case must be submitted to the Platting Division by **July 1, 2015** so that we may incorporate this information into our recommendations to the Platting Officer, for the public hearing to be held on **July 8, 2015**.

Sincerely,

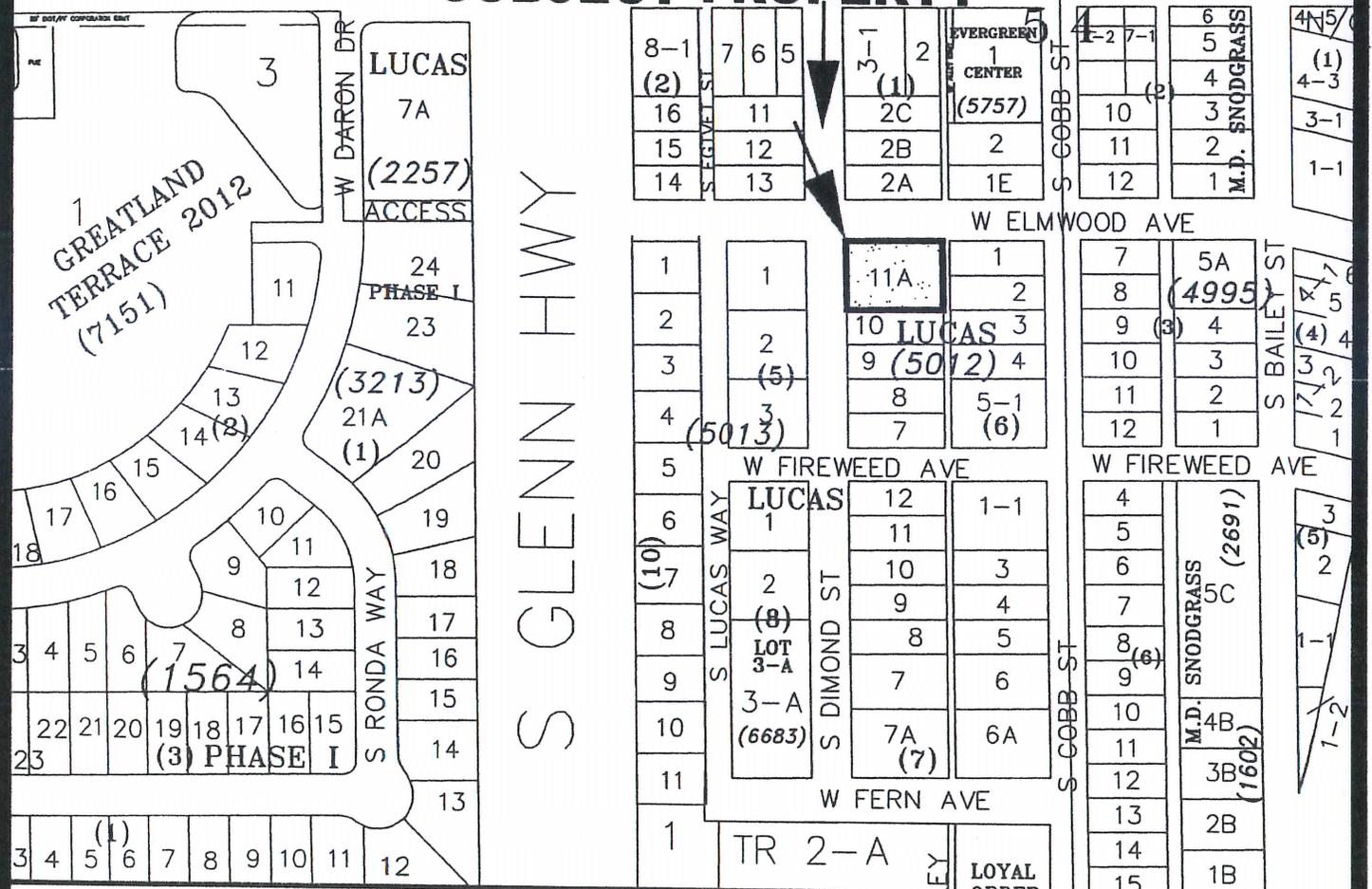
Amy Otto-Buchanan  
 Platting Technician  
 direct line: 861-7872

amy.otto-buchanan@matanuska-susitna.gov

*Providing Outstanding Borough Services to the Matanuska-Susitna Community.*



**SUBJECT PROPERTY**



**VICINITY MAP**

FOR PROPOSED LUCAS RSB B/6 L/11&12  
LOCATED WITHIN  
SECTION 05, T17N, R02E, SEWARD MERIDIAN,  
ALASKA

PALMER 12 MAP

# OWNER'S STATEMENT

MSB 43.05.050

This information is required for submission per MSB 43.05.050. Please type or print all non-signature items in ink.

PROPOSED SUBMITTAL NAME: Lot 11A, Block C Lucas Subd.

I submit the enclosed items concerning the above-referenced submittal for review. By my signature I certify that the property is (check one):

- Privately owned and that I am the owner.
- Owned by a sole proprietorship and I am the proprietor.
- Owned by a partnership of which I am a general partner.
- Owned by a corporation of which I am a principal executive officer of at least the level of vice-president, or a duly authorized representative responsible for the overall management of this subdivision. (Submit copy of authorization).
- Owned by a municipal, state, federal or other public agency, of which I am a principal executive officer, ranking elected official, or other duly authorized employee.

James W. Hunt Jr. Jackie Hunt  
Original Signature (please sign in ink)

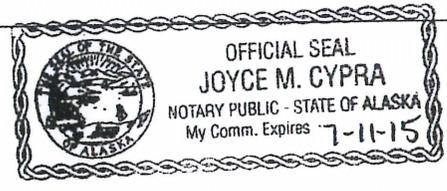
5/27/15  
Date

1105 Labajada Dr Alamogordo, Nm 88310  
Mailing Address

505-280-3244  
Phone

James W. Hunt Jr & Jackie Hunt, Owners  
Name & Official Title (print)

NA  
Company or Agency (if applicable)



### NOTARY ACKNOWLEDGEMENT:

Subscribed and sworn to before me this 27<sup>th</sup> day May, 2015

Joyce M. Cypria  
NOTARY PUBLIC in & for Alaska  
My Commission Expires: 7-11-15

**PLANNING & LAND USE DIRECTOR'S CERTIFICATE**  
 I CERTIFY THAT THIS SUBDIVISION PLAT HAS BEEN FOUND TO COMPLY WITH THE LAND SUBDIVISION REGULATIONS OF THE PALMER BOROUGH, AND THAT THE PLAT HAS BEEN APPROVED BY THE PLANNING AND ZONING COMMISSION AND THAT THIS PLAT HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE RECORDER IN THE PALMER RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA, IN WHICH THE PLAT IS LOCATED.

PLANNING AND LAND USE DIRECTOR \_\_\_\_\_ DATE \_\_\_\_\_  
 ATTEST: PLANNING CLERK \_\_\_\_\_

- NOTES**
1. 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.
  2. THIS PARCEL IS SERVED BY CITY OF PALMER WATER AND SEWER DISPOSAL SYSTEMS. NO INDIVIDUAL WATER SUPPLY SYSTEM OR SEWAGE DISPOSAL SYSTEM SHALL BE PERMITTED ON THIS LOT.
  3. RECORD DATA PER PLAT 5-65.

**CERTIFICATE OF PAYMENT OF TAXES**  
 I HEREBY CERTIFY THAT ALL CURRENT TAXES AND SPECIAL ASSESSMENTS THROUGH \_\_\_\_\_ 20 \_\_\_\_\_ AGAINST THE PROPERTY INCLUDED IN THIS SUBDIVISION OR RESUBDIVISION, HEREON HAVE BEEN PAID.

TAX COLLECTION OFFICIAL, MAT-SU BOROUGH \_\_\_\_\_ DATE \_\_\_\_\_

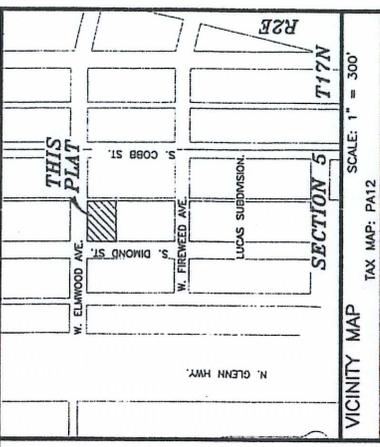
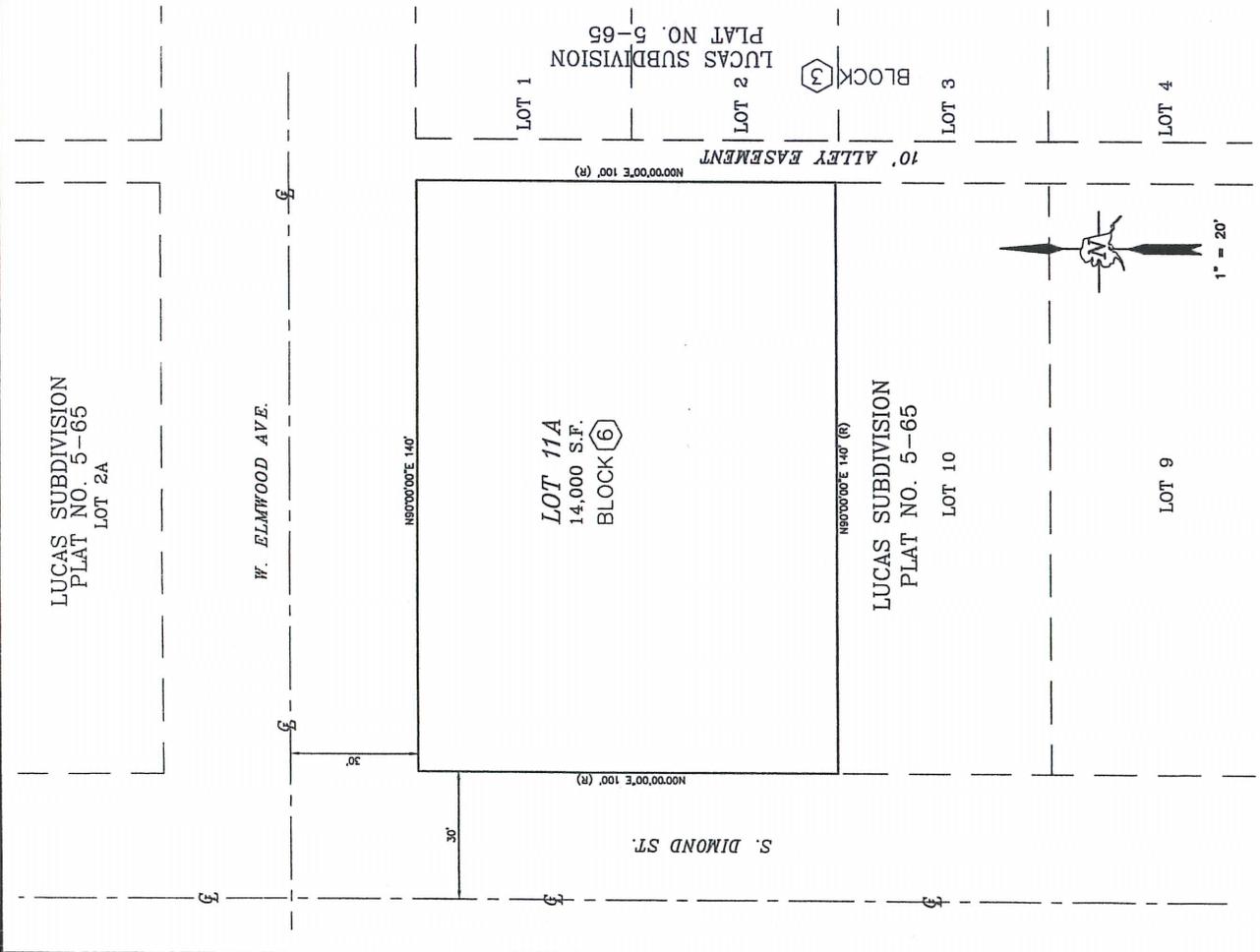
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TAX COLLECTION OFFICIAL, CITY OF PALMER \_\_\_\_\_ DATE \_\_\_\_\_

**SURVEYOR'S CERTIFICATE**  
 I HEREBY CERTIFY THAT THIS PLAT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION USING RECORD DIMENSIONS FROM PLAT No. 5-65.



DATE \_\_\_\_\_



VICINITY MAP TAX MAP: PA12 SCALE: 1" = 300'

**CERTIFICATE OF OWNERSHIP**  
 WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE PROPERTY SHOWN AND DESCRIBED IN THIS PLAN AND THAT WE HEREBY ADOPT THIS PLAN OF SUBDIVISION BY OUR FREE CONSENT.

JAMES W. HUNT JR. \_\_\_\_\_ DATE \_\_\_\_\_  
 1155 SANTIAGO ST.  
 ALAMOGORDO, NM. 88310-5639

JACKIE K. HUNT \_\_\_\_\_ DATE \_\_\_\_\_  
 1155 SANTIAGO ST.  
 ALAMOGORDO, NM. 88310-5639

**NOTARY'S ACKNOWLEDGEMENT**  
 SUBSCRIBED AND SWORN TO BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_ FOR \_\_\_\_\_

NOTARY FOR THE STATE OF ALASKA  
 MY COMMISSION EXPIRES \_\_\_\_\_

A PLAT OF  
**LUCAS SUBDIVISION, BLOCK 6, LOT 11A**  
 A REPLAT OF  
**LUCAS SUBDIVISION, BLOCK 6, LOTS 11 AND 12**  
 PLAT No. 5-65 PALMER RECORDING DISTRICT  
 LOCATED WITHIN THE NET 1/4 OF SECTION 5, T17N, R2E, S1M., 4K.  
 PALMER RECORDING DISTRICT  
 CONTAINING 0.32± ACRES

**ALASKA RIM ENGINEERING, INC.**  
 9131 F. SUITE 1  
 PALMER, AK 99606  
 PH: (907)746-0222 ; FAX: (907)746-0222  
 EMAIL: [alaskarim@alaskarim.com](mailto:alaskarim@alaskarim.com) ; WEB: [www.alaskarim.com](http://www.alaskarim.com)  
 1500410 DATE: JUNE 2015  
 DRAWN BY: FT SCALE: 1" = 20'  
 FILE: 1500410PL SHEET 1 OF 1

**LEGEND**  
 (R) RECORD DATA DERIVED FROM PLAT No. 5-65