

MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION AGENDA

Edna DeVries, Mayor

PLANNING COMMISSION
Doug Glenn, District 1
Richard Allen, District 2
C. J. Koan, District 3 - Chair
Andrew Shane, District 4 – Vice-Chair
Linn McCabe, District 5
Wilfred Fernandez, District 6
Curt Scoggin, District 7



Michael Brown, Borough Manager

PLANNING & LAND USE
DEPARTMENT
Alex Strawn, Planning & Land Use Director
Kim Sollien, Planning Services Manager
Jason Ortiz, Development Services Manager
Fred Wagner, Platting Officer
Karol Riese, Planning Clerk
Corinne Lindfors, Planning Clerk Assistant

*Assembly Chambers of the
Dorothy Swanda Jones Building
350 E. Dahlia Avenue, Palmer*

March 4, 2024
REGULAR MEETING
6:00 p.m.

Ways to participate in the meeting:

IN PERSON: You will have 3 minutes to state your oral comment.

IN WRITING: You can submit written comments to the Planning Commission Clerk at msb.planning.commission@matsugov.us.

Written comments are due at noon on the Friday prior to the meeting.

TELEPHONIC TESTIMONY:

- Dial 1-855-290-3803; you will hear “joining conference” when you are admitted to the meeting.
- You will be automatically muted and able to listen to the meeting.
- When the Chair announces audience participation or a public hearing you would like to speak to, press *3; you will hear, “Your hand has been raised.”
- When it is your turn to testify, you will hear, “Your line has been unmuted.”
- State your name for the record, spell your last name, and provide your testimony.

OBSERVE: observe the meeting via the live stream video at:

- <https://www.facebook.com/MatSuBorough>
- Matanuska-Susitna Borough - YouTube

I. CALL TO ORDER, ROLL CALL, AND DETERMINATION OF QUORUM

II. APPROVAL OF AGENDA

III. PLEDGE OF ALLEGIANCE

IV. CONSENT AGENDA

A. MINUTES

Regular Meeting Minutes: January 15, 2024

Special Meeting Minutes: February 12, 2024

B. INTRODUCTION FOR PUBLIC HEARING: QUASI-JUDICIAL MATTERS

Resolution 24-02 A conditional use permit in accordance with MSB 17.60 – Conditional Uses for the Operation of a Marijuana Cultivation Facility known as, The Connoisseur, located at 3160 W. Top of the World Circle; Tax ID #8280000L001A; Public Hearing: March 18, 2024; (Applicant: Matthew Chambers for The Connoisseur, LLC; Staff: Rick Benedict, Current Planner)

C. INTRODUCTION FOR PUBLIC HEARING: LEGISLATIVE MATTERS

Resolution 24-05 A resolution recommending approval of an Ordinance of the Matanuska-Susitna Borough Assembly amending MSB 8.40 regarding transfers of alcoholic beverage licenses from the borough into the cities; Public Hearing: March 18, 2024; (Staff: Alex Strawn, Planning and Land Use Director)

V. COMMITTEE REPORTS

VI. AGENCY/STAFF REPORTS

VII. PUBLIC HEARING: LAND USE CLASSIFICATIONS

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

IX. PUBLIC HEARING: QUASI-JUDICIAL MATTERS

(Commission members may not receive or engage in ex-parte contact with the applicant, other parties interested in the application, or members of the public concerning the application or issues presented in the application).

X. PUBLIC HEARING: LEGISLATIVE MATTERS

XI. CORRESPONDENCE & INFORMATION

XII. UNFINISHED BUSINESS

XIII. NEW BUSINESS

XIV. COMMISSION BUSINESS:

A. Upcoming Planning Commission Agenda Items

XV. DIRECTOR AND COMMISSIONER COMMENTS

XVI. ADJOURNMENT (*Mandatory Midnight*)

Disabled persons needing reasonable accommodation in order to participate at a Planning Commission Meeting should contact the Borough ADA Coordinator at 861-8432 at least one week in advance of the meeting.

**MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION MINUTES**

**REGULAR MEETING
January 15, 2024**

The regular meeting of the Matanuska-Susitna Borough Planning Commission was held on January 15, 2024, at the Matanuska-Susitna Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 6:00 p.m. by Chair Koan.

I. CALL TO ORDER, ROLL CALL, AND DETERMINATION OF QUORUM

Planning Commission members present and establishing a quorum:

Mr. Doug Glenn, Assembly District #1
Mr. Richard Allen, Assembly District #2
Ms. C. J. Koan, Assembly District #3
Mr. Andrew Shane, Assembly District #4
Ms. Linn McCabe, Assembly District #5

Planning Commission members absent and excused were:

Mr. Curt Scoggin, Assembly District #7

Planning Commission members unexcused were:

Mr. Wilfred Fernandez, Assembly District #6

Staff in attendance:

Mr. Jason Ortiz, Development Services Manager
Mr. Alex Strawn, Planning and Land Use Director*
Ms. Denise Michalske, Assistant Attorney
Ms. Erin Dooling, Assistant Attorney
Ms. Corinne Lindfors, Development Services Division Administrative Specialist
Ms. Karol Riese, Planning Depart. Administrative Specialist/Planning Commission Clerk

*Indicates that the individual attended telephonically.

II. APPROVAL OF AGENDA

Chair Koan inquired if there were any changes to the agenda.

GENERAL CONSENT: The agenda was approved without objection.

III. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Commissioner Glenn.

IV. ELECTIONS

A. Chair

MOTION: Commissioner McCabe nominated Commissioner Koan for chair; Commissioner Glenn seconded.

VOTE: Unanimous

**MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION MINUTES**

**REGULAR MEETING
January 15, 2024**

B. Vice-Chair

MOTION: Commissioner Glenn nominated Commissioner Shane for vice-chair; Commissioner McCabe seconded.

VOTE: Unanimous

V. CONSENT AGENDA

A. MINUTES

Regular Meeting Minutes: November 20, 2023

B. INTRODUCTION FOR PUBLIC HEARING: QUASI-JUDICIAL MATTERS

C. INTRODUCTION FOR PUBLIC HEARING: LEGISLATIVE MATTERS

GENERAL CONSENT: The consent agenda was approved without objection.

VI. COMMITTEE REPORTS - (There were no committee reports.)

VII. AGENCY/STAFF REPORTS - (There were no Agency/Staff Reports.)

A. Borough-Wide Comprehensive Plan Update
(Staff: Kelsey Anderson, Senior Planner)

Ms. Anderson presented on the Community Survey results on the Borough-Wide Comprehensive Plan

VIII. PUBLIC HEARING: LAND USE CLASSIFICATIONS

Resolution 24-01 A Resolution of the Matanuska-Susitna Borough Planning Commission Recommending Approval of an Ordinance Classifying Borough Lands for Purpose of Inclusion in the 2024 Competitive Bid Land Sale (MSB008023)
(Staff: Lisa Gray, Land Management Agent)

Chair Koan read the resolution title into the record.

Ms. Gray provided a staff report.

Commissioners questioned staff regarding:

- Transition to online; Borough finance

Chair Koan opened the public hearing.

The following persons spoke in regarding Planning Commission Resolution 24-01: Greg Jones (Willow Community – Long Lake Road property in sale) – process concern; Mr. Hancock – (Long Lake Road property in sale) general use property; Barbara Laucius (Long Lake Road property for sale).

**MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION MINUTES**

**REGULAR MEETING
January 15, 2024**

There being no one else to be heard, Chair Koan closed the public hearing and discussion moved to the Planning Commission.

Chair Koan invited staff to respond to questions and statements from the audience.

Ms. Gray discussed the land classification definition (internal tool). Assembly resolution to start process to offer properties in a land sale.

Commissioner questioned staff: advertising; classification change; process to classify; bordering property; process to determine properties up for sale; trash on vacant property;

MOTION: Commissioner Glenn moved to approve Planning Commission Resolution 24-01. The motion was seconded. by Commissioner McCabe.

Discussion ensued

VOTE: The main motion passed without objection.

IX. AUDIENCE PARTICIPATION (Three minutes per person.)
(There were no persons to be heard.)

X. PUBLIC HEARING: QUASI-JUDICIAL MATTERS

X. PUBLIC HEARING LEGISLATIVE MATTERS

XI. CORRESPONDENCE AND INFORMATION
(There was no correspondence and information.)

XII. UNFINISHED BUSINESS - (There was no unfinished business.)

XIV. COMMISSION BUSINESS

A. Approval of 2024 Planning Commission Meeting Calendar

Mr. Ortiz, provided information regarding the upcoming meeting schedule. Cancellation of February 5 on the tentative schedule and adding the special meeting on February 12 at 4:00 p.m. for Borough-Wide Comprehensive Plan Proposed Goals.

B. Upcoming Planning Commission Agenda Items
(Commission Business was presented, and no comments were noted.)

XV. DIRECTOR AND COMMISSIONER COMMENTS

Commissioner Glenn: The borough is doing a great job plowing roads; we have snow; palmer airport is busy.

Commissioner McCabe: Happy New Year; thank you to CJ Koan and Andrew Shane.

**MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION MINUTES**

**REGULAR MEETING
January 15, 2024**

Commissioner Shane: Thank you for your nomination and vote; borough has done an amazing job plowing; there is a hotline to contact if you need help; Happy New Year.

Commissioner Allen: Happy New Year.

Jason Ortiz: Congratulations to Commissioner Allen on his reappointment; thank you Commissioner Shane for coming in to learn about what we do in the Planning Department.

Commissioner Koan: The meeting went pretty good; appreciate everyone and their time; appreciate you all for that; I agree the borough is doing well with plowing and the state needs some help.

XVI. ADJOURNMENT

The regular meeting adjourned at 7:04 p.m.

C J KOAN
Planning Commission Chair

ATTEST:

KAROL RIESE, Planning Commission Clerk

Minutes approved: _____

**MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION MINUTES**

**SPECIAL MEETING
February 12, 2024**

The regular meeting of the Matanuska-Susitna Borough Planning Commission was held on February 12, 2024, at the Matanuska-Susitna Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The meeting was called to order at 4:00 p.m. by Chair Koan.

I. CALL TO ORDER, ROLL CALL, AND DETERMINATION OF QUORUM

Planning Commission members present and establishing a quorum:

Mr. Richard Allen, Assembly District #2
Ms. C. J. Koan, Assembly District #3
Mr. Andrew Shane, Assembly District #4
Ms. Linn McCabe, Assembly District #5
Mr. Wilfred Fernandez, Assembly District #6
Mr. Curt Scoggin, Assembly District #7

Planning Commission members absent and excused were:

Mr. Doug Glenn, Assembly District #1

Staff in attendance:

Mr. Alex Strawn, Planning and Land Use Director
Ms. Kelsey Anderson, Senior Planner
Ms. Denise Michalske, Assistant Attorney
Ms. Corinne Lindfors, Development Services Division Administrative Specialist
Ms. Lacie Olivieri, Planning Services Division Administrative Specialist
Ms. Karol Riese, Planning Depart. Administrative Specialist/Planning Commission Clerk*

*Indicates that the individual attended telephonically.

II. APPROVAL OF AGENDA

Chair Koan inquired if there were any changes to the agenda.

GENERAL CONSENT: The agenda was approved without objection.

III. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Commission Scoggin.

IV. ITEMS OF BUSINESS

- A. Borough Wide Comprehensive Plan
 - a. Proposed Goals

Ms. Anderson presented and discussion ensued.

XV. DIRECTOR AND COMMISSIONER COMMENTS

Commissioner Shane: Thanks Planning Department.
Commissioner Allen: Thanks.

**MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION MINUTES**

**SPECIAL MEETING
February 12, 2024**

Commissioner Fernandez: Thanks Kelsey for information provided.

Commissioner McCabe: Thank you.

Commissioner Koan: Thanks Planning Department and Commissioners

Director Strawn: Introduced Lacy Olivieri

Kelsey Anderson: Thanked Planning Commissioners.

XVI. ADJOURNMENT

The regular meeting adjourned at 5:54 p.m.

C J KOAN
Planning Commission Chair

ATTEST:

KAROL RIESE, Planning Commission Clerk

Minutes approved: _____

**INTRODUCTION FOR PUBLIC HEARING
QUASI-JUDICIAL**

Resolution No. 24-02

The Connoisseur, LLC

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INTRODUCTION FOR PUBLIC HEARING



MATANUSKA-SUSITNA BOROUGH

Planning and Land Use Department

Development Services Division

350 East Dahlia Avenue • Palmer, AK 99645

Phone (907) 861-7822 • Fax (907) 861-8158

Email: permitcenter@matsugov.us

CONDITIONAL USE PERMIT FOR MARIJUANA RELATED FACILITIES – MSB 17.60

Carefully read instructions and applicable borough code. Fill out forms completely. Attach information as needed. Incomplete applications will not be processed.

Application fee must be attached:

- \$1,500 for Marijuana Retail Facility
- \$1,500 for Marijuana Cultivation Facility

Prior to the public hearing, the applicant must also pay the mailing and advertising fees associated with the application. Applicants will be provided with a statement of advertising and mailing charges. Payment must be made prior to the application presentation before the Borough Planning Commission.

Required Attachments for a Marijuana Cultivation Facility:

- Wastewater and Waste Material Disposal Plan – 17.60.160 (A)
- Odor Mitigation and Ventilation Plan – 17.60.160 (B)
- Hazardous Chemicals Information – 17.60.160 (C)
- Security plan – 17.60.160 (D)

Required Attachments for Both Retail and Cultivation Facilities:

- Documentation demonstrating full compliance with applicable fire code – 17.60.150 (D) (2)

Subject Property: Township: 17N, Range: 1, Section: 19W, Meridian: Seward

MSB Tax ID# 58280000LUU1A

SUBDIVISION: GREEN MTN EST ADD 1 BLOCK(S): _____, LOT(S): 1A

STREET ADDRESS: 3160 W Top of The World Cir.

FACILITY / BUSINESS NAME: The Connoisseur, LLC DBA The Connoisseur

Ownership: A written authorization by the owner must be attached for an agent or contact person, if the owner is using one for the application. Is authorization attached? Yes No N/A

Name of Property Owner

Green Door Group, LLC

Name of Agent / Contact for application

Matthew Chambers

Mailing: 10400 E. Bradley Lake Avenue

Palmer, Alaska 99645

Mailing: 10400 E. Bradley Lake Avenue

Palmer, AK 99645

Phone: Hm _____ Fax _____

Wk _____ Cell 907-244-8329

E-mail matt.theconnoisseur@gmail.com

Phone: Hm _____ Fax _____

Wk _____ Cell 907-244-8329

E-mail matt.theconnoisseur@gmail.com

Site Plan – Attach a detailed, to scale, site plan clearly showing the following information:	Attached
Proposed and existing structure(s) on the site. Indicate which structure(s) will be used for the proposed use. Dimensions and locations of all existing and proposed structures on the site in relationship to all property lines.	Yes
Signage – Existing and Proposed.	Yes
Location and dimensions for all access points to and from the site to public rights-of-way or public access easements.	Yes
Buffering – Fences, vegetation, topography, berms, and any landscaping	Yes
Drainage	Yes
Vehicular and pedestrian circulation patterns.	Yes
Exterior site lighting.	Yes
Location and dimensions of parking areas to be provided	Yes
Scale and north arrow using standard engineering intervals such as 1" = 30', 1" = 50' or similar as required by project size.	Yes

Map – Attach a detailed, to scale, vicinity map clearly showing the following information:	Attached
Identify all existing land uses within 1,000 feet.	Yes
Scale and north arrow using standard engineering intervals such as 1" = 30', 1" = 50' or similar as required by project size.	Yes

In order to grant a conditional use permit under MSB 17.60, the Planning Commission must find that each of the following requirements have been met. Explain the following in detail:	Attached
Is the conditional use compatible with and will it preserve or not materially detract from the value, character and integrity of the surrounding area?	Yes, please see narrative
Will the granting of the conditional use permit be harmful to the public health, safety, convenience and welfare?	No
Are sufficient setbacks, lot area, buffers and other safeguards being provided?	Yes
Does the conditional use fulfill all other requirements of MSB Chapter 17.60 pertaining to the conditional use in this section?	Yes
Describe measures taken to prevent any potential negative effect upon other properties in the area due to such factors as noise and odor.	Please see narrative
Describe measures taken to reduce negative effects upon adjacent properties by: <ul style="list-style-type: none"> • Increased property line and right-of-way buffers • Planted berms and landscaping • Site and building design features which contribute to the character of the surrounding area 	Please see narrative
Describe how this use is compatible with the character of the surrounding area.	see narrative
Current status of State License application process – 17.60.150 (D) (1)	active/operating

17.60.170 Standards for Marijuana Retail Facilities:	Attached
Describe how the subject parcel is appropriate for the proposed conditional use. Include information detailing: <ul style="list-style-type: none"> The proximity of the proposed use to existing businesses; The proximity of parcels developed with residential uses; Whether the roads associated with the proposed use have been, or will be, appropriate for commercial use; and Proposed hours of operations. 	Yes
Provide information showing minimum parking standards have been met as required by MSB 17.60.170 (B) and (C).	See attached

Floor Plan for Marijuana Retail Facilities – Attach a detailed, to scale, floor plan clearly showing the following information:	Attached
Dimensions of all structures.	Yes
Interior floor plans (specific location of the use or uses to be made of the development).	Yes
Net floor area square footage calculations.	Yes

OWNER'S STATEMENT: I am owner of the following property:

MSB Tax account #(s) 58280000L001A and, I hereby apply for approval of a conditional use permit to operate a marijuana related facility on the property as described in this application.

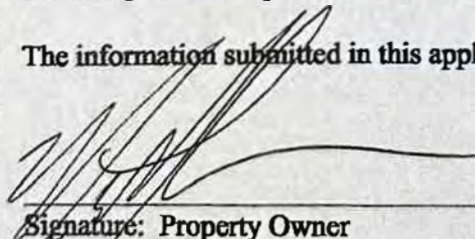
I understand all activity must be conducted in compliance with all applicable standards of MSB 17.60 and with all other applicable borough and state.

I understand that other rules such as local, state and federal regulations, covenants, plat notes, and deed restrictions may be applicable and other permits or authorization may be required. I understand that the borough may also impose conditions and safeguards designed to protect the public's health, safety and welfare and ensure the compatibility of the use with other adjacent uses.

I understand that it is my responsibility to identify and comply with all applicable rules and conditions, covenants, plat notes, and deed restrictions, including changes that may occur in such requirements.

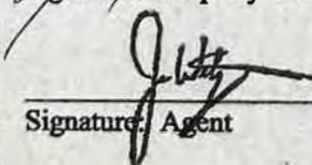
I grant permission for borough staff members to enter onto the property as needed to process this application and monitor compliance. Such access will at a minimum, be allowed when the activity is occurring and, with prior notice, and at other times necessary to monitor compliance.

The information submitted in this application is accurate and complete to the best of my knowledge.



Matthew Chambers
Printed Name

10/12/23
Date



Jana Weltzin, Esq
Printed Name

10/13/23
Date

PERMIT CENTER – FEE RECEIPT FORM

CUP # M10296

Property Location: 8280000L001A
3160 n. Top of the world Cir Applicant: The Connoisseur

USE PERMITS {100.000.000.341.300}	Fee
8.35 Public Display of Fireworks	\$25.00
8.40.010 Liquor License - Alcohol & Marijuana Control Office (AMCO) Referrals for Matanuska Susitna Borough Review of Issuance, renewal or transfer (location owned)	\$100.00
8.41.010 Marijuana License - Alcohol & Marijuana Control Office (AMCO) Referrals for Matanuska Susitna Borough Review of Issuance, renewal or transfer (location owned)	\$100.00
8.52 Temporary Noise Permit	\$1000.00
8.55 Special Events Permit 500 – 1000 Attendees 1000+ Attendees	\$500.00 \$1,000.00
8.55 Special Events Permit Site Monitor Fee /	\$300.00
17.02 Mandatory Land Use Permits	Real 2023 (Total) \$0.00 MCR (Planning/Platting) \$1,500.00
17.04 Nancy Lake Special Land Use District Conditional Use Permit	Misc Rec Tax Map # 2MISC \$1,500.00
17.06 Electrical Generating & Delivery Facility	\$500.00
17.08 Hay Flats Special Land Use District Conditional Use Permit	\$1000.00
17.17 Denali State Park Conditional Use Permit	Total Paid \$1,500.00 Check \$1,500.00 Change \$0.00 \$1500.00
17.18 Chickaloon Special Land Use District Conditional Use Permit	\$1500.00
17.19 Glacier View Special Land Use District Conditional Use Permit	Receipt Number msb91958416 10/31/2023 9:07:11 AM \$1000.00
17.23 Port MacKenzie Development Permit	Paid By JDW, LLC - CONDITIONAL USE PERMIT \$1500.00
17.25 Talkeetna Conditional Use Permit	Cashier Id. thom1274 \$1500.00
17.25 Talkeetna Conditional Use Permit – Variance	\$1500.00
17.27 Sutton Special Land Use District Conditional Use Permit	\$1500.00
17.29 Flood Damage Prevention Development	\$100.00
17.29 Flood Damage Prevention Development	\$500.00
17.30.040 Earth Materials Extraction Admin. Permit	\$1000.00
17.30.050 Earth Materials Extraction CUP	\$1500.00
17.36 Residential Planned Unit Development Application – Concept Plan – up to 50 Additional Lots or tracts being created	\$500.00 \$100.00
17.48 Mobile Home Park Permit Application	\$500.00
17.52 Residential Land Use District Application (Rezoning)	\$1,000.00
17.52 Conditional Use Permit Application CUP	\$1,500.00
17.55 Shoreline Setback Exception Application	\$300.00
X 17.60 Conditional Use Permit Application	\$1500.00
17.61 Commercial/Industrial Core Area Conditional Use Permit	\$1500.00
17.62 Coal Bed Methane	\$1500.00

17.63	Conditional Use Permit for Racetracks	\$1500.00
17.65	Variance	\$1500.00
17.67	Tall Structures - Network Improvement Permit Nonconforming Use Administrative Permit Conditional Use Permit	\$100.00 \$200.00 \$500.00 \$1500.00
17.70	Regulation of Alcoholic Beverage Use Permit Application	\$1500.00
17.73	Multi-Family Land Use Permit – add \$25.00 for each additional unit beyond 5 units.	\$500.00
17.75	Single-Family Residential Land Use District CUP	\$500.00
17.76	Large Lot Single-Family Residential Land Use District Conditional Use Permit Application	\$1000.00
17.80	Nonconforming Structures (Amnesty) Pre-Existing Legal Nonconforming (Grandfather)	\$300.00
17.90	Regulation of Adult Businesses – Conditional Use Permit	\$300.00
28.60	Timber Transport Permit	\$1500.00
		\$300.00

RIGHT-OF-WAY FEES:		
	Driveway	\$50.00
<input type="checkbox"/>	Driveway Deposit {100.226.100}	\$150.00
	Construction	\$200.00
	Utility (Application Fee = \$100 ~ Distance Fee \$0.25/per lineal foot)	
	Encroachment	\$150.00
	Construction Bond {100.227.000}	

PLATTING PRE-APPLICATION CONFERENCE:		
	Pre-Application Fee	\$50.00

FEES:		
	Flood Plain Development Survey CD	\$10.00
	CD/DVD/DVD-R	\$7.50
	Construction Manual/Title 43	\$5.00
	Plat Map/Tax Map Copies/Mylar	\$5.00
	Color Maps	\$12.00
	Xerox Copies (B/W = \$0.25 ~ Color \$1.00/page 11X17 Color \$1.75/page)	
	Advertising Fees	
	Cultural Resources Books or Maps	
<input type="checkbox"/>	Citation Payment (If sent to collections – use total due from Courtview)	
	Thumb Drive 2GB = \$5, 4GB = \$8, 8GB = \$10; 16GB = \$15; 32GB = \$20	

\$ 1,500.00 Amount Paid Date: 10/30/22 Receipt # 9195846 By: S
check # 4594

From: [Brenda Butler](#)
To: [Peggy Horton](#); [Rick Benedict](#)
Cc: [Mathew Chambers](#); [chad aurentz](#); [Jana Weltzin](#); [Randi Baker](#)
Subject: The Connoisseur, LLC License #13487 - CUP re-submission for re-build of facility
Date: Friday, October 13, 2023 10:35:30 AM
Attachments: [2023 Plan Approval.pdf](#)
[CUP Application - The Connoisseur, LLC - Signed.pdf](#)
[Landlord Agent Letter The Connoisseur - Signed.pdf](#)
[CUP Narrative - THE CONNOISSEUR Std Cult.pdf](#)
[1000 foot buffer map .pdf](#)
[Architectural drawings .pdf](#)

[EXTERNAL EMAIL - CAUTION: Do not open unexpected attachments or links.]

Good Morning Peggy and Rick,

Please find the attached CUP application, Landlord and Agent permission letter, CUP narrative, Approved Central Mat-Su Fire plan review, Architectural Drawings and Buffer Map.

Application fees are in the mail.

Please confirm receipt of this email submission and its attachments.

Happy Friday!

--

*** Please REPLY ALL when responding to this Email***

Brenda Butler








JDW Counsel
Senior Paralegal, Notary Public
& Accounts Payable/Receivable
901 Photo Avenue, Second Floor
Anchorage, Alaska 99503
907-231-3750
brenda@jdwcounsel.com
info@jdwcounsel.com

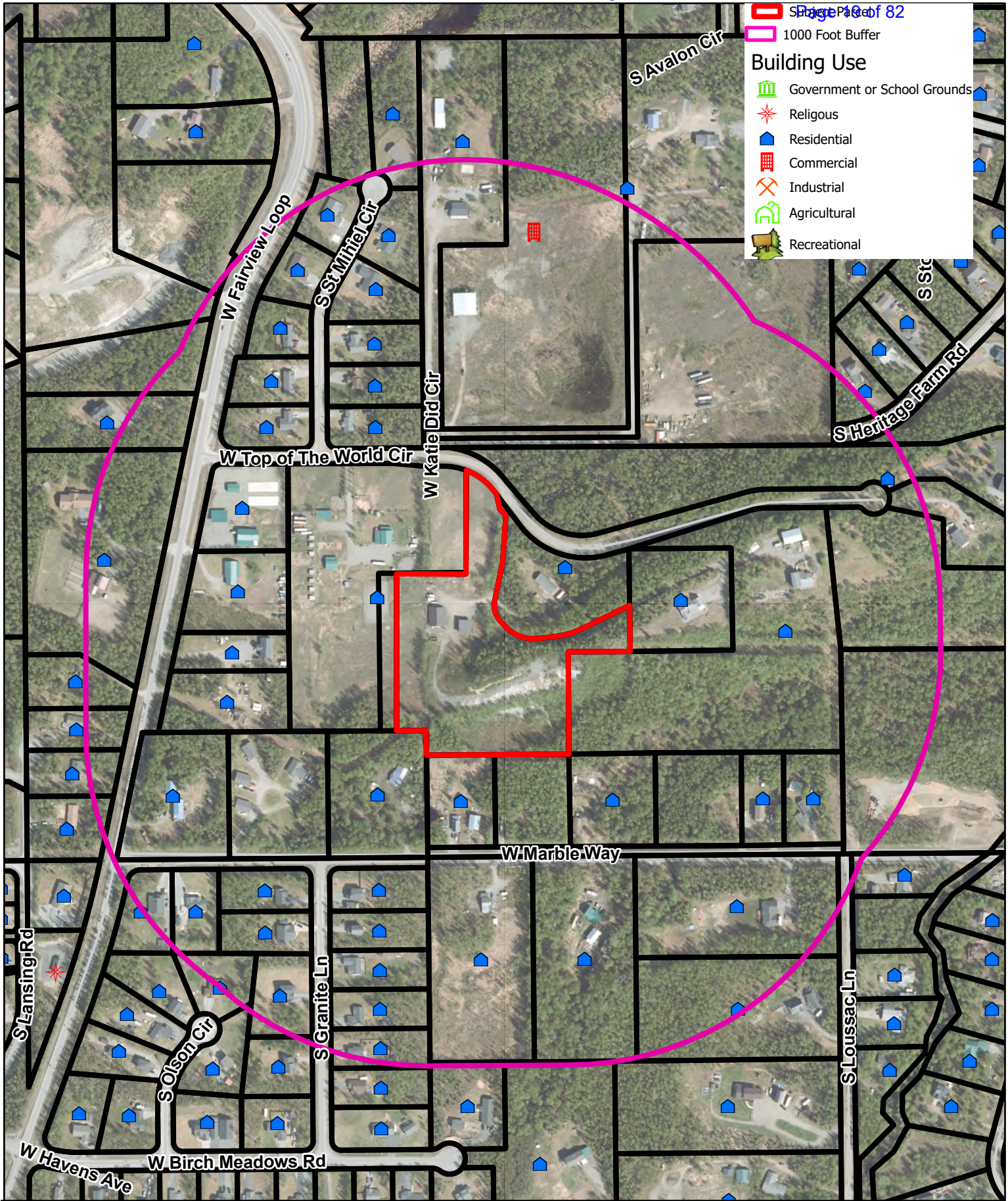
The author of this email is not an attorney. This communication does not constitute legal advice and should not be construed as such. The information contained in this message is privileged and confidential. It is intended only to be read by the individual or entity named above or their designee. If the reader of this message is not the intended recipient, you are on notice that any distribution of this message, in any form is strictly prohibited. If you have received this message in error, please immediately notify the sender by telephone at 630-913-1113 and delete or destroy any copy of this message. Thank you.

Think green, please don't print unnecessarily

1000 Foot Buffer

Building Use

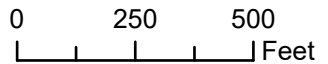
-  Government or School Grounds
-  Religious
-  Residential
-  Commercial
-  Industrial
-  Agricultural
-  Recreational



This map is solely for informational purposes only. The Borough makes no express or implied warranties with respect to the character, function, or capabilities of the map or the suitability of the map for any particular purpose beyond those originally intended by the Borough. For information regarding the full disclaimer and policies related to acceptable uses of this map, please contact the Matanuska-Susitna Borough GIS Division at 907-861-7858



Land Use Map
8280000L001A



Owner & Agent Permission Letter for Use and Occupancy of Premises

Matanuska-Susitna Borough
Planning and Land Use Department
Development Services Division
350 E Dahlia Avenue
Palmer, AK 99645

Re: The Connoisseur, LLC – Owner & Agent Authorization

Dear Planning Office,

We, Chad Aurentz and Matthew Chambers, of Green Door Group, LLC, hereby grants permission for The Connoisseur, LLC. DBA: The Connoisseur to lease and use our property located at 3160 W Top of the World Circle Unit A, Wasilla, AK 99654, as a standard marijuana cultivation establishment. We are aware that The Connoisseur, will be commercially cultivating and selling marijuana on this property once the conditional use permit is approved by the Matanuska-Susitna Borough.

We, Chad Aurentz and Matthew Chambers, The Connoisseur, LLC, authorize Jana Weltzin and her firm of JDW, LLC to take all necessary actions to apply for and obtain one (1) conditional use permit for the operation of a Standard Marijuana Cultivation Facility on the property owned by Green Door Group, LLC located at GREEN MTN EST ADD 1 LOT 1A, commonly known as 3160 W Top of the World Circle, Wasilla, Alaska 99654.

If you have any questions regarding this correspondence, please feel free to contact us.

Sincerely,

A handwritten signature in black ink, appearing to read 'Matthew Chambers', with a long horizontal line extending to the right.

The Connoisseur, LLC

Matthew Chambers – Managing Member
Chad Aurentz – Managing Member

**MAT-SU BOROUGH CONDITIONAL
LAND USE PERMIT NARRATIVE FOR
STANDARD MARIJUANA
CULTIVATION FACILITY**

**THE CONNOISSEUR, LLC, dba THE
CONNOISSEUR – a locally-owned
and operated business**

Submitted: _____, 2023
Hearing Date: _____, 2023
Prepared by:



JDW, LLC
Jana D. Weltzin, Esq.
901 Photo Avenue, Second Floor
Anchorage, AK 99503
jana@jdwconsult.com
630-913-1113
907-231-3750

On behalf of:
THE CONNOISSEUR

Introduction:

We are pleased to re-introduce Chad Aurentz and Mathew Chambers - managing members of The Connoisseur, LLC.

Chad Aurentz moved to Alaska with his family when he was six years old. Chad attended and graduated from Dimond High School. After high school, Chad moved to Tempe, Arizona, for 5 years and returned to Alaska to work as a Civil Superintendent for Roger Hickel Contracting. Chad and Mathew met in high school and remained friends; they both saw an opportunity when the marijuana industry first emerged, they immediately started planning to build their marijuana cultivation business. Chad and Matt found an available building with an owner willing to work with them to finance it. Mathew and Chad began to build their business from the ground up and completed the buildout using their extensive construction experience.

Mathew Chambers is a lifelong Alaskan who grew up in the city of Anchorage. For 18 years, after graduating from Dimond High School, Mathew worked as the Operations Manager at Alaska Concrete Sawing Inc., when he first embraced his entrepreneurial spirit by co-founding The Connoisseur with Chad and jumped into Alaska's emerging Cannabis Market. After setting up and running the successful marijuana cultivation, Mathew took what he learned from growing and expanded the operations, founding The Connoisseur Lounge, the first marijuana retail store in Palmer. When the opportunity came to vertically integrate and add Concentrate Manufacturing to Mathew and Chad's business portfolio, they took another leap and founded Connoisseur Crude, and they are excited to expand their business interests in the Mat Su Valley.

This Conditional Use Permit ("CUP") application for a Standard Marijuana Cultivation Facility requests consideration and approval from this Honorable Planning Commission. 'The Connoisseur' cultivation application was approved by the Alaska Alcohol & Marijuana Control Office ("AMCO") in 2017 and a conditional use permit was issued to by the Planning Commission. This application is a resubmission due to extensive damage to the facility during the concentrate facility build-out that occurred recently. The entire facility is being rebuilt.

Required attachments for a marijuana cultivation facility conditional use permit narrative:

Wastewater and Waste Material Disposal Plan – 17.60.160(A)

The Connoisseur's highest priorities are to make sure that marijuana consumers receive the highest quality products and to be mindful and compliant licensees. As part of these responsibilities, The Connoisseur has created a Disposal Plan to safely dispose of all marijuana and marijuana products that do not pass the industry's quality standards for any reason or plant material categorized as waste. Disposing of marijuana in a safe, secure, and environmentally responsible manner is a top priority for The Connoisseur. To ensure that marijuana products are safely kept and disposed of, marijuana facilities must render the products unusable before disposal. Furthermore, the Disposal Plan keeps marijuana waste safe, secure, and complies with all state and local laws, regulations, and codes. All marijuana plant waste, including stems, stalks, leaves, roots, and unprocessed samples returned by a testing facility, will be rendered unusable by being ground up by a

woodchipper/mulcher and then mixed with an equal amount of horse manure and/or soil and/or other organic yard waste. The mixture will then be disposed of in a compost pile and/or dispersed around the 7.46 acre property. A marijuana waste log (tracking the waste type, date rendered unusable, and disposal date at the waste station) will be maintained by The Connoisseur.

Cultivation wastewater will be stored in storage tanks to be picked up and disposed of by a third party at a Department of Environmental Conservation-approved non-domestic wastewater facility. The tanks will be stored outside and remain empty, except for 1-2 days every 8-10 weeks. During the winter months, the tanks will be moved into the indoor main room at the time that wastewater is transferred from indoor growing reservoirs to the wastewater storage tanks, and third-party pickup of the wastewater will be scheduled within 72 hours to avoid freezing. If, at any time, wastewater freezes while being stored outside, the wastewater storage tanks will be moved into the main room or tank heaters will be installed to thaw the wastewater prior to third-party pickup.

Odor Mitigation and Ventilation Plan – 17.60.160(B)

The Connoisseur will adhere to a "no odor" policy to avoid odor being detected by the public from outside the property lines of the licensed premises, as described in 3 AAC 306.420(a)(2)(F) and 3 AAC 306.430(c)(2).

Odor Prevention

Each cultivation room will contain a 5” activated charcoal filter attached to an 1800 ft³/min fan that will negate any marijuana odor. Additionally, the licensed premises is located on a 7.46 acre parcel of land and the building (licensed premises) is located more than 100’ from any other properties, as required by the local ordinance. Employees will perform weekly "smell checks." These checks require an employee to patrol all edges of the property lines to see if they can smell marijuana from these locations. If marijuana scent is detected at the property line edge(s), The Connoisseur will immediately replace the charcoal filters and implement additional odor mitigation methods (if necessary). The Connoisseur was operational for the past 5 years and have never received an odor complaint to date.

The Connoisseur is located on a 7.46 acre property, with a property this vast, the licensees do not anticipate detecting odor outside the parcel property lines. Regardless, if an odor is discovered over the property lines and a community member takes issue with it, the licensees remedy the odor concern through additional smell control precautions, climate control, air filtration, ventilation, and exhaust.

Odor Management/Self-Inspection

The Connoisseur staff will perform routine smell checks to identify and reduce odors before it affects the surrounding neighborhood. Each smell check conducted will be logged at the facility, using the following indicators when describing smell test results: No Odor, Slight Odor, Moderate Odor, or Strong Odor, wind direction, date, and time.

If an odor mitigation method is used but proves unsuccessful, another method will be utilized. Furthermore, outside experts may be contacted to help improve odor control techniques.

Hazardous Chemicals Information – 17.60.160(C)

The Connoisseur will ensure that any insecticide and fungicide used will be EPA-approved. For general sanitation, the cultivation facility will use gentle cleaning chemicals such as Simple Green, bleach, water diluted solution per DEC guidelines, and simple household cleaning products for table and countertop cleaning. All herbicides, fungicides, insecticides, cleaning products, and other chemicals will be used, stored, and disposed of in accordance with their respective manufacturer's recommendations and comply with all local, state, and federal laws. Small containers of chemicals will be in the cultivation facility during use and then stored in the office trim area.

Security Plan – 17.60.160(D)

The Connoisseur has ensured that the cultivation facility meets and exceeds the setback requirements outlined in MSB 17.60.160(D). The cultivation facility is over 50 feet from public rights-of-way and over 100 feet from side and rear lot lines.

The cultivation has a robust security plan to fully monitor the facility. The entire premises is designated as a restricted access area. Trimmed and packaged marijuana will be securely stored in a secured product storage room, forty (40) days of video surveillance recordings and a minimum of six (6) months of business records will be securely kept and managed in the dedicated business record/recording equipment storage area in the facility's shared office. The shared office space is for storage of cultivation records only as indicated above, no cultivation activities will occur in the facility's shared office.

A security system will be continuously active to ensure no unauthorized entry occurs without notice. The facility will have signs stating, "Restricted Access Area – Visitors Must Be Escorted," prominently posted outside the cultivation. Visitors must be escorted by either a licensee, manager, or designated employee for the whole duration of the visit.

All restricted access area doors (including the facility entrance) will have commercial-grade locks and will be under nonstop video surveillance. The exterior door will always be locked from the outside but remain accessible from inside the building for safety/emergency exit reasons. Door sensors will also be installed on all doors that will trigger the security alarm system if an attempted breach occurs. Upon being triggered, an audible alarm will go off, and an electronic alert will be sent to the licensees' cell phones.

Outdoor lighting with commercial LEDs will be affixed at angles and inaccessible heights that deter vandalism and are clear of obstructions. Lighting will cover the facility's exterior door and the entire building perimeter. Exterior lighting will be mounted so that security cameras can cleanly capture anyone within twenty feet (20') of any entrance to the licensed premises or anyone working inside the facility. Outdoor lighting will be positioned downward to avoid light pollution onto other surrounding properties. A licensee or designated employee will habitually inspect lighting fixtures and the alarm system to ensure optimum functionality.

Video surveillance cameras will record all areas where marijuana is grown, cured, processed, packaged, stored, or destroyed. The licensees will always have access to the live security footage via their cell phones to watch the facility remotely anytime.

All staff must clearly display their employee photo ID badges in a conspicuous location within the facility, on a corkboard or similar. During working hours, all staff must either have their marijuana handler permits on-hand or filed on-site. Any visitors to the facility must sign into the visitor log and clearly display their visitor badge on their persons during the whole visit. These measures will help easily identify individuals who are authorized to be on the licensed premises. A licensee or designated employee will regularly patrol the premises and surrounding area to make sure no unauthorized person(s) is loitering, hiding out, or scouting the cultivation facility. As The Connoisseur has a hard "No Loitering" policy, anyone found loitering on or around the premises will be requested to vacate immediately, or law enforcement will be contacted to help enforce this policy.

All employees of The Connoisseur will undergo a thorough training process upon hiring. Training topics will include (but not be limited to) internal policies; local, state, and federal rules, regulations, and laws; theft, diversion, and inversion recognition and prevention; cultivation techniques; licensed facility buyer procedures; facility cleanliness and hygiene; and safety/security procedures.

Additional Narrative Regarding Site Plan & Map Documents

The Connoisseur will not have any signs posted with their business name or logo at the facility. In addition to signs stating that video surveillance is in progress, that no one under 21 years old is allowed on the premises, and that the entire area is a restricted access area, other signs may be added around the perimeter and at the entrance of the premises stating, "No Trespassing.". The cultivation location for The Connoisseur is secluded in the woods between Top of The World Cir. And W Top of The World Cir., where there is little to no pedestrian foot traffic. Since the facility will have about 5 employees at any given time, there is a clearing around the facility for ample parking to facilitate all vehicles as indicated on the site plan.

Required explanations for a marijuana cultivation facility conditional use permit narrative:

Is the conditional use compatible with and will it preserve or not materially detract from the value, character and integrity of the surrounding area?

The proposed use is compatible with the lots of the surrounding area. The entire licensed area, including office and business record & recording equipment storage, will be 5,128 square feet, with 1,913 square feet of that space used for cultivation. The proposed use fits into the surrounding uses' harmony in size and design. The facility is located on a large 7.46-acre lot between Top of the World Cir and W Top of The World Cir, with W Top of the World Cir as the facility access

road. The nearest neighbors are across W Top of The World Cir. As trees and greenery surround the facility's parcels, there is a noticeable distance between The Connoisseur and other neighboring buildings. Therefore, the proposed use will not detract from the surrounding area's character, value, and integrity. The facility will not produce any noise pollution and has an odor control method in place.

Steps have been taken to reduce the potential negative effects of the proposed use upon adjacent properties. The facility design utilizes natural landscape screening, larger than required setbacks, as the lot is secluded and surrounded by a wooded area.

The proposed use will meet all compatible uses allowed on adjacent properties and will improve the overall neighborhood as the premises will not emit odor, will not produce excess dust, will not produce noise pollution, and will have parking & loading on the licensed premises to cut down traffic congestion on the street, thus fitting in with adjacent property uses. As detailed in the attached site plan, there will be ample space for parking on the premises and will have appropriate accessibility spaces under the Americans with Disabilities Act.

Odor control will be crucial in operating compliantly under AMCO regulations. Commercial grade activated charcoal filters will be used throughout the cultivation to filter all air before it is vented outside. These charcoal filters will be regularly checked and replaced to ensure no odor is escaping the facility. The Connoisseur staff will routinely do "smell checks" around the property's perimeter to make sure no odor is present.

The facility will have a 24-hour monitoring alarm system, exterior lighting, and video surveillance. Commercial locking mechanisms and video surveillance secure all entrances to capture individuals within twenty (20) feet. Inside the licensed premises, video surveillance will cover all areas of the facility 24/7 (stored for a minimum of 40 days) to monitor and identify all activity. The entire licensed premises will be a restricted access area, with signs posted prominently around the premises stating, "Restricted Access Area: Visitors Must Be Escorted" and "Video Surveillance in Progress."

In the event a non-employee/agent of the company needs to enter the licensed premises, the company visitor policy will be adhered to. A visitor will need to show their valid photo identification and obtain a visitor badge to always clearly display while visiting. All visitors must be pre-approved by management. AMCO agents and law enforcement Borough staff are not considered visitors and will not be held to The Connoisseur visitor policies. Additionally, Borough staff shall be permitted to enter the premises subject to this permit to monitor compliance with permit requirements. Such access will, at minimum, be allowed on demand when activity is occurring, and/or with prior verbal or written notice, and/or at other times as necessary to monitor compliance. The Connoisseur will not deny entry to Borough staff. Other than previously mentioned, there should be no unscheduled and unexpected visitors. The Connoisseur staff must accompany visitors throughout the entire visit, with no more than five visitors per staff member. Access to the facility will be monitored and permanently restricted to maintain the security of the

facility and all marijuana products. Access will only be granted to employees and licensees, AMCO agents, law enforcement, and the limited exception of scheduled pre-approved visitors.

Will the granting of the conditional use permit be harmful to the public health, safety, convenience, and welfare?

No – The Connoisseur has a detailed security system and plan, diversion/inversion/theft control policies, and a loitering check plan.

The commercial cultivation facility will only allow access to those at least 21 years of age or older and has been approved by management for a facility visit.

The following points listed are The Connoisseur procedures and policies to ensure the prevention of any negative impact on public health, safety, convenience, and welfare:

The Connoisseur will not use toxic or prohibited fertilizers or pesticides on their crops, furthering public safety. The facility does not intend to use pesticides; however, if The Connoisseur experiences a need for pesticides, they will utilize pesticides approved for use on cannabis found on the DEC website at any given time.

There will be no undue burden on the electrical utilities as The Connoisseur will have ample electrical service.

The facility will have a 24-hour monitoring alarm system, exterior lighting, and video surveillance. Commercial locking mechanisms and video surveillance secure all entrances to capture individuals within 20 feet. Inside the licensed premises, video surveillance will continuously cover all areas of the facility (except for the bathroom) (which is stored for a minimum of 40 days) to monitor and identify all activity. All visitors must be pre-approved by management (except AMCO agents and law enforcement). Access to the facility will be monitored and restricted at all times to maintain the security of the facility and all marijuana products. Access will only be granted to employees and licensees, AMCO agents, law enforcement, and the limited exception of scheduled pre-approved visitors. Distinct and apparent cameras will be placed throughout and around the facility to encourage people not to attempt unauthorized access.

✓ On-site video surveillance will continuously monitor all areas of the premises. Employees will perform mandatory weekly inventory counts, check counts against Metrc records, and document the reports as official business records. The Connoisseur will not tolerate theft, inversion, and diversion, and all employees will complete mandatory training in recognizing such activity. The Connoisseur management team understands that diversion can happen in two ways - inversion and diversion - and it is equally profitable to divert product from the legal system as it diverts product from the illegal system into the legal market. If an employee is caught stealing marijuana or infusing the facility with non-regulated black-market product, The Connoisseur will notify local law enforcement immediately, comply with all directives, and provide all necessary information and records for the investigation. Ownership will take the necessary steps to ensure that illegal conduct by an employee does not compromise the facility's license and legitimate business

operations. Once a theft is reported, ownership will update the product records in the tracking system, as needed, to maintain an accurate and comprehensive accounting for all marijuana products and inventory. Ownership will comply with all inquiries and investigations lodged by AMCO. Documentation related to marijuana theft will be maintained as a business record for five (5) years and made available to AMCO upon request. Video recordings will be stored for forty (40) days. Cameras will provide a full view of the grow areas, entryway, safes, storage, and product packaging areas. Security monitors and video recording equipment will be securely located on-site.

Qualified candidates are hired on probation, where they receive training and evaluation specific to their position. Training includes internal policies and procedures; state statutes and regulations; diversion, theft, and inversion prevention; cultivation techniques; sanitation and hygiene; legalities of recreational cannabis at state and federal levels; Metrc use; and safety protocols. Training occurs throughout the year when topics arise that need further explanation or refreshing. As proper safety and security procedures are of the utmost importance to The Connoisseur, the most up-to-date reading materials are available to employees. Before beginning work, employees must understand (1) Alaska laws, regulations, and codes governing the marijuana industry and marijuana establishments; (2) all of the permitting requirements to act as a marijuana handler (including obtaining a Marijuana Handler card from a state-approved course provider before commencing employment) and to work in a marijuana establishment; (3) The Connoisseur standards, operational protocol, and best practices concerning marijuana cultivation; (4) general safety procedures and security protocol; (5) how to think defensively if threatening situations occur; (6) in-depth information about particular strains and their features; (7) in-depth information on the requirements of each room, task, and system; and (8) the general federal, state, and local employment regulations by which The Connoisseur is governed. All employees are cross-trained on the requirements of each job to ensure full coverage for each position.

The Connoisseur will have "No Loitering" signs clearly posted around the licensed premises. If an employee suspects that a person is loitering, they will be given a verbal warning to leave the premises or law enforcement will be notified. Trained employees will maintain periodic but unscheduled checks around the property to deter unauthorized entrance or loitering around the facility. The exterior lighting system keeps the premises well-lit during closed hours and provides extra lighting for all surveillance recordings. Exterior lighting will be shielded and downward-directional to mitigate any unwanted light pollution. The alarm system will monitor for intrusions with motion detectors on all access points, including the entrance to the licensed facility, office, and secured storage during closed hours. Live security footage will also be accessible to licensees and management via their cellular phones, so they may keep an eye on the facility even when they are away. Any attempted or actual intrusion prompts an automatic electronic alert to the security company, which then contacts local law enforcement and ownership. All alarm systems and devices are tested every six (6) months.

For additional protection to prevent any negative impact on public health, safety, convenience, and welfare, please see the odor control and security plan sections discussed *supra*.

Are there sufficient setbacks, lot area, buffers, and other safeguards being provided?

As described previously, The Connoisseur is located within a 7.46-acre parcel. This Application and the layout of The Connoisseur meet the required setbacks, buffers, and lot area. The entire cultivation operation is enclosed in a commercial-grade building.

Plenty of on-site parking will be developed on the site for this use.

The facility has incorporated all measures to reduce the surrounding properties' negative effects, including natural landscaping screening and significant setbacks.

The facility will not produce any noise pollution and has an odor control method in place. A robust security plan and the "no loitering" policy will be implemented and thoroughly communicated to all employees. Additional safeguards include the following:

✓ The lighting fixtures with sturdy housings will be positioned at an inaccessible height to deter vandalism and common obstructions. The bulbs will be exceptionally bright to maximize visibility and deter crime. The exterior lighting will be checked daily by the manager on duty or licensee to ensure that each light in the system is operational and that each mount is positioned for optimum recording clarity and to deter unauthorized presence on the premises.

✓ A third-party security company will install the alarm system and continuously monitor the electronic notifications if the alarm is triggered. The security company will periodically visit to check and maintain the equipment.

Does the conditional use fulfill all other requirements of MSB Chapter 17.60 pertaining to the conditional use of this section?

Yes – The conditional use fulfills other requirements of MSB 17.60 (Conditional Uses). Documentation and explanation of this is found throughout the CUP application.

Describe measures being taken to prevent potential negative effects upon other properties in the area due to such factors as noise and odor.

The proposed use will produce very little noise. The Connoisseur does not anticipate any noise from the facility, and if any noise is to be produced, it will be comparable to surrounding land uses. The roads that serve the facility and surrounding uses do not appear to be used currently to their maximum capacity; therefore, any increase in traffic flow on the roads serving the area will be sufficient to serve the area with this new proposed cultivation use. All activity will happen during normal daytime business hours.

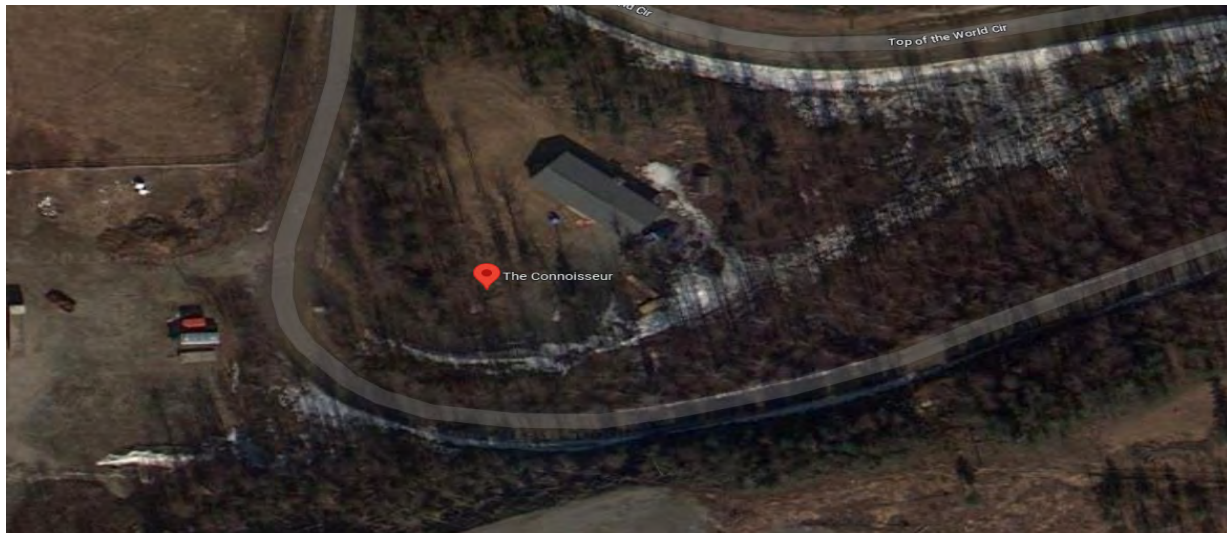
Ownership will abide by a strict "no odor" policy per MSB 17.60.150(A)(1) that will ensure no odor is detectible by the public from outside the facilities as required by 3 AAC 306.420(a)(2)(F) and 3 AAC 306.430(c)(2). Out of an abundance of caution, odor control methods will be utilized, consisting of several methods meant to eliminate odors. Commercial-Grade-activated charcoal filters will be used throughout the cultivation to filter all air before it is vented outside. These

charcoal filters will be regularly checked and replaced to ensure no odor is escaping the facility. The Connoisseur staff will routinely do "smell checks" around the property's perimeter to make sure no odor is present. Marijuana product will be packaged in sealed, air-tight containers. Air sanitizers will be used when transporting marijuana to/from the premises.

For additional information, please see the odor control and noise mitigation sections discussed previously in this narrative.

Describe how use is compatible with the character of the surrounding area.

The facility is compatible with the surrounding area's character as it exists close to the back of a wooded parcel of land. The Connoisseur 's placement of the proposed facility was chosen specifically to ensure that its use would not affect neighboring lots. The secluded character of the surrounding parcels and their uses are a good fit for a cultivation facility.



Current status of State License Application Process.

The Application is in Active-Operating Status as it was previously operating in the original building. This condition use permit application is being submitted for the new build of the facility.

Misc. Items and Information.

Please see attached parking layout diagram.

The proposed hours of operation for the cultivation will not exceed 8 am until 12 am.

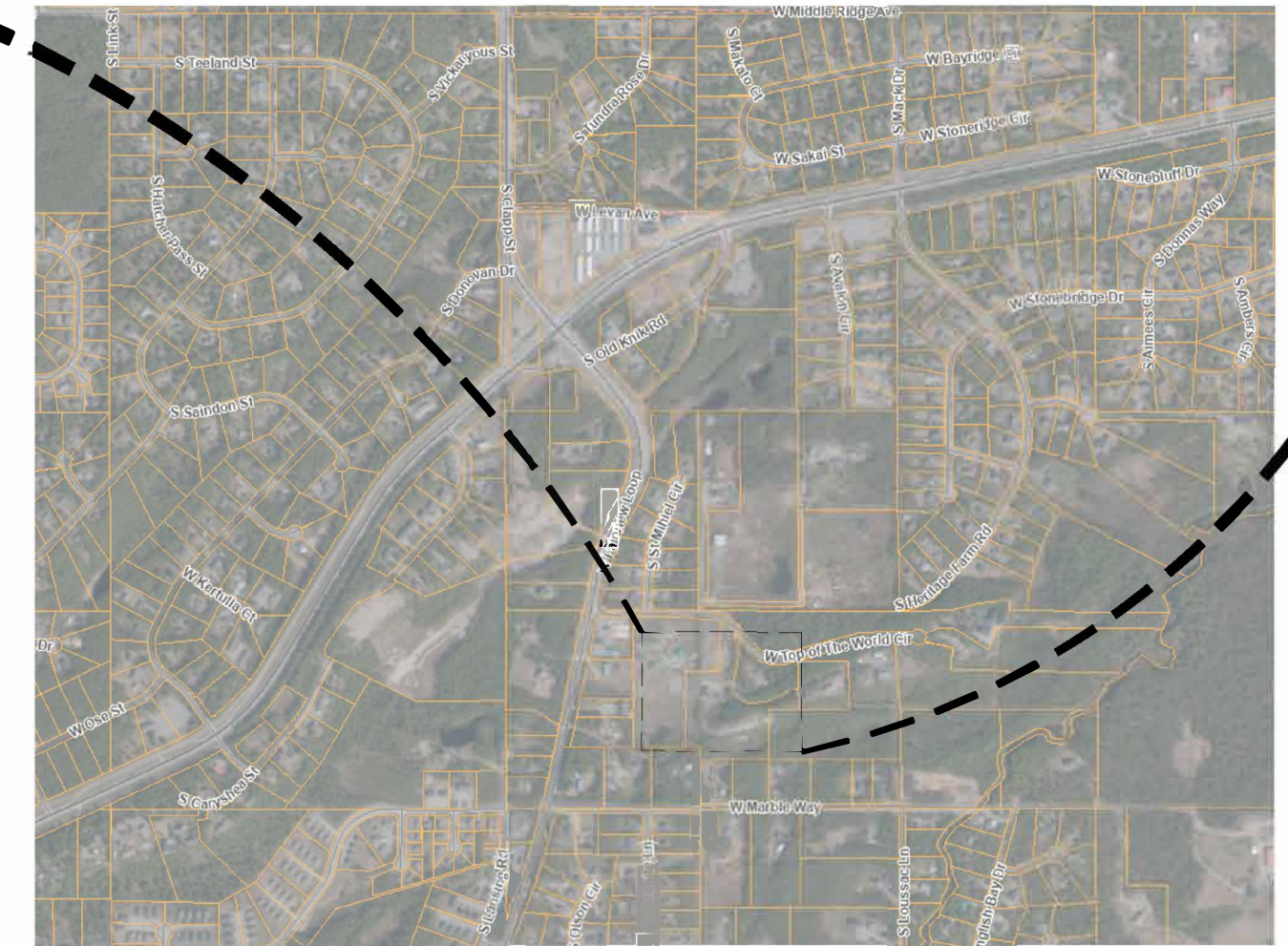
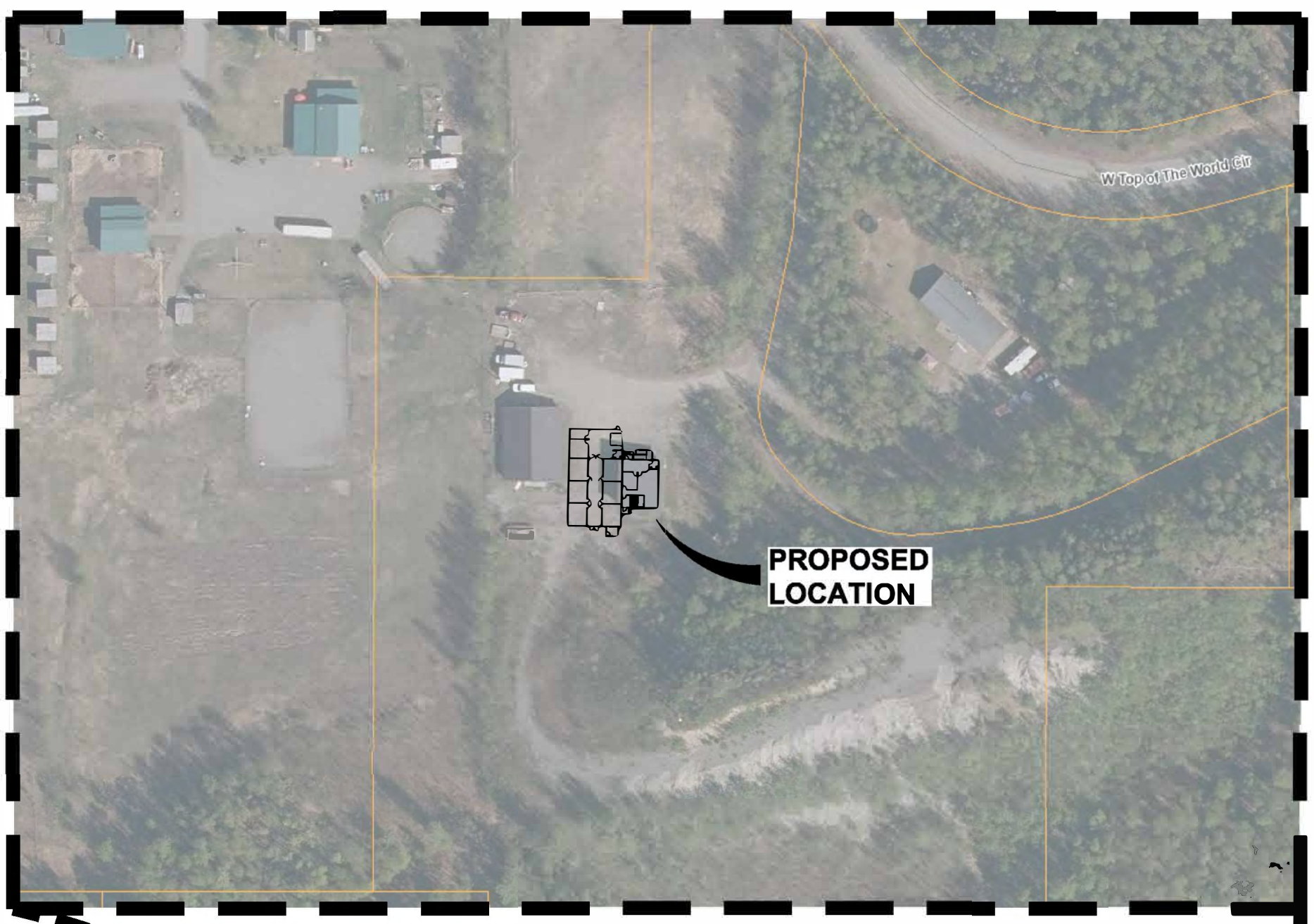
The number of employees on-site will be between 2 to 5, depending on employee shifts, season, and other needs of the cultivation. During harvests, there will likely be trimmers shifts that may, at times, increase employees on-site above 5 to 6-7.

Connoisseur Grow Facility

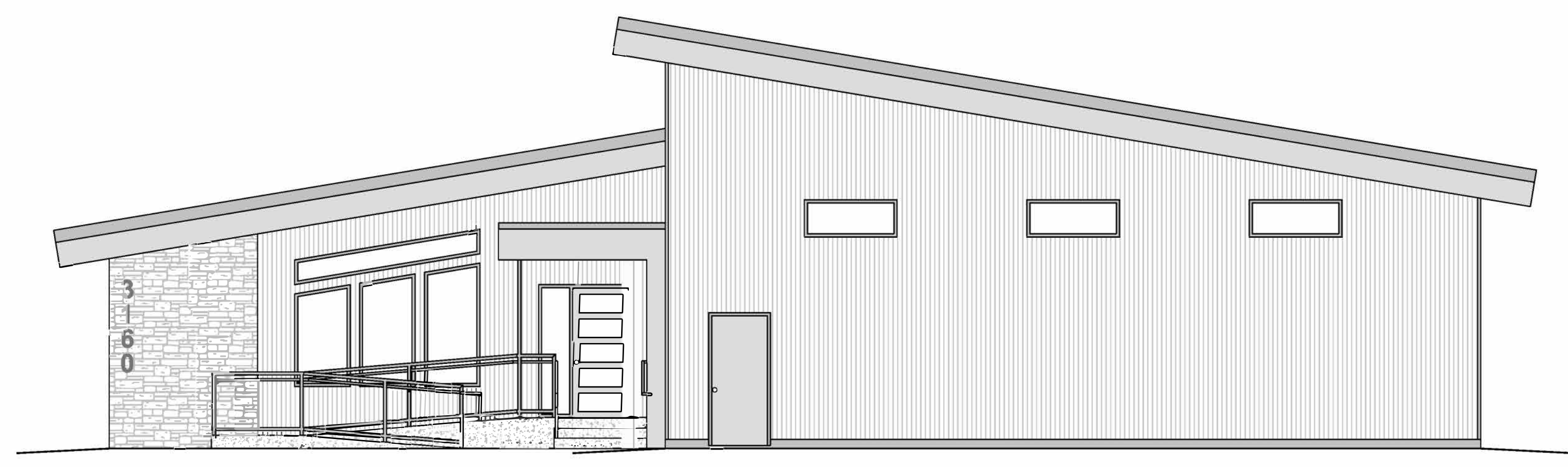
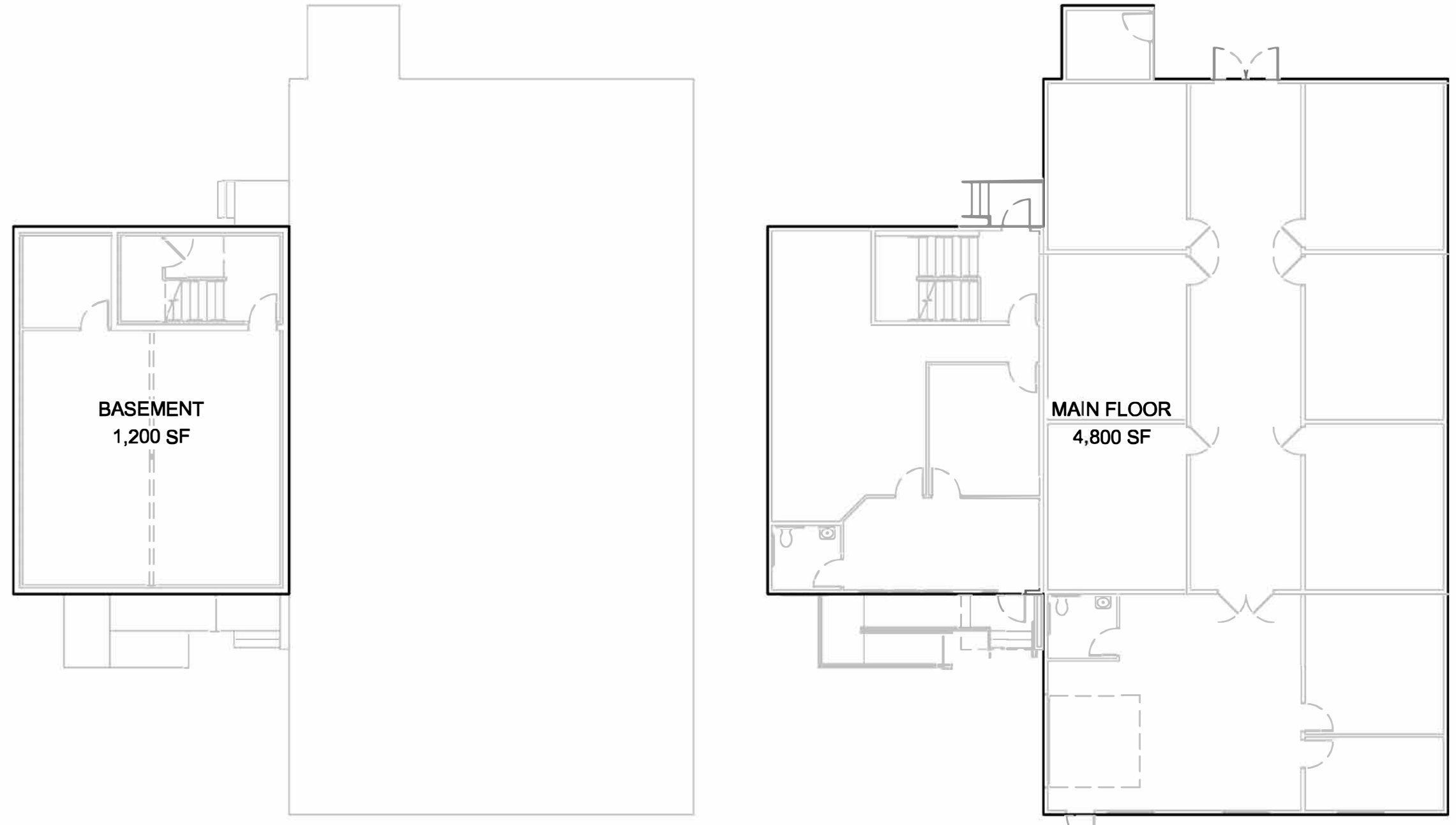
Address: 3160 Top of The World Circle
Wasilla, AK 99654

Legal Description: Green Mtn Est, Add 1 Lot 1A

DRAWN FOR
Matt Chambers
MARCH, 2023

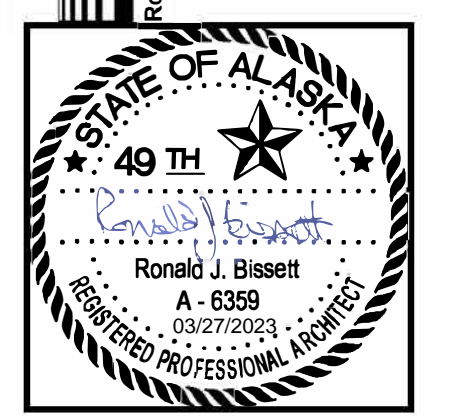
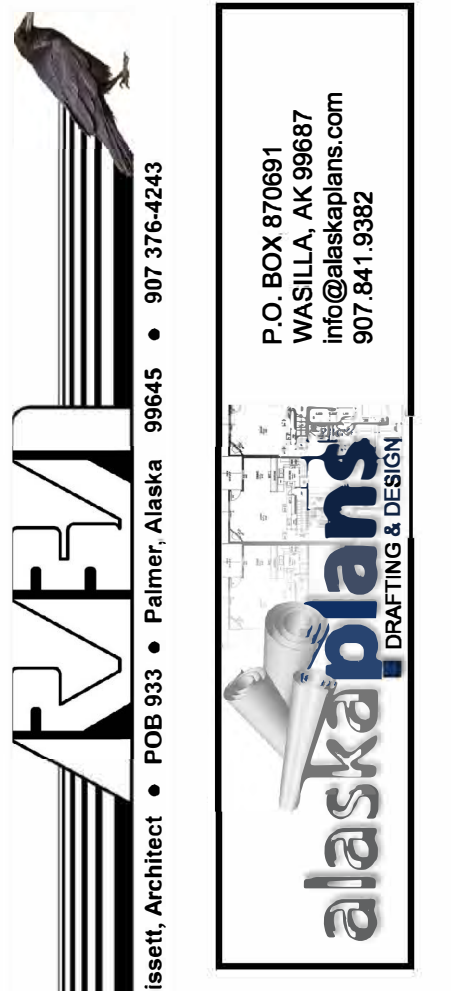


VICINITY MAP



FRONT ELEVATION
(PREVIEW)

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3200 W. Top of the World Circle
Connoisseur Grow Facility

REV.	DATE	DESCRIPTION	ISSUED FOR REVIEW	ISSUED FOR REVIEW	ISSUED FOR REVIEW	STRUCTURAL APPROVAL
1	12-29-22		JMR			JMR
2	1-03-23		JMR			JMR
3	2-15-23		JMR			JMR
4	3-10-23		JMR			JMR

DRAWN BY: JMR
CHECKED BY: ARR
PAGE NO: 1 of 6
SHEET NUMBER: **A1**

Code Analysis

1. PROJECT INFORMATION

PROJECT NAME: CONNOISSEUR CRUDE EXTRACTION FACILITY
 PROJECT LOCATION: 3020 TOP OF THE WORLD, WASILLA, ALASKA 99654
 TYPE OF PROJECT: NEW CONSTRUCTION
 GENERAL USE: MODERATE HAZARD FACTORY INDUSTRIAL (SECTION 306.2)
 OCCUPANCY: F-1
 OWNER: GREEN DOOR GROUP

THESE PLANS HAVE BEEN REVIEWED BASED UPON OUR INTERPRETATION OF THE REQUIREMENTS OF THESE APPLICABLE CODES:

- 2021 INTERNATIONAL BUILDING CODE (IBC)
- 2021 INTERNATIONAL FIRE CODE (IFC)
- 2010 NFPA 10 - PORTABLE FIRE EXTINGUISHERS
- 2010 ICC/ANSI A117 ACCESSIBILITY GUIDELINES
- 1997 UNIFORM BUILDING CODE
- 2003 UNIFORM PLUMBING CODE

CHAPTER 5. GENERAL BUILDING HEIGHTS AND AREAS (TYPE V-A CONSTRUCTION)

OCCUPANCY F-1 2 STORY (40 FT), 14,000 SF.

ACTUAL = 6,000 SF-OK NONSPRINKLERED

SECTION 508.2 ACCESSORY OCCUPANCIES

ACCESSORY OCCUPANCIES ARE THOSE THAT ARE ANCILLARY TO THE MAIN OCCUPANCY AND SHALL NOT OCCUPY MORE THAN 10% OF THE BUILDING AREA OF THE STORY THEY ARE LOCATED

STORY 1 AREA: 430 SF ACCESSORY B OCCUPANCY; 50 SF LESS THAN 10%

TABLE 509.1. POTENTIAL SEPARATION OF INCIDENTAL USE

1. FURNACE ROOMS WHERE ANY PIECE OF EQUIPMENT IS OVER 400,000 BTU PER HOUR INPUT:
1 HOUR OR SPRINKLERED *NA

2. ROOMS WITH BOILERS WHERE THE LARGEST PIECE OF EQUIPMENT IS OVER 15 PSI AND 10 HORSEPOWER:
1 HOUR OR SPRINKLERED *NA

TABLE 601. FIRE RESISTANCE RATING REQUIREMENTS FOR V-B BUILDING ELEMENTS

1. STRUCTURAL FRAME: 1-HR RATING REQUIRED

2. BEARING WALLS:
EXTERIOR: 1-HR RATING REQUIRED
INTERIOR: 1-HR RATING REQUIRED

3. NONBEARING WALLS:
INTERIOR: NO RATING REQUIRED

4. FLOOR/CEILING CONSTRUCTION: 1-HR RATING REQUIRED

5. ROOF CONSTRUCTION: 1-HR RATING REQUIRED

SECTION 602. CONSTRUCTION CLASSIFICATION

1. TYPE V-A

TABLE 705.5. FIRE RESISTANCE RATING FOR EXTERIOR WALLS

1. FIRE SEPARATION DISTANCE EQUALS OR EXCEEDS 10 FEET TYPE V-B + 0 RATING.

SECTION 906. PORTABLE FIRE EXTINGUISHERS

1. AS REQUIRED BY IFC

SECTION 1004. OCCUPANT LOAD

1. OCCUPANCY GROUP F-1; MANUFACTURING: 6,000 SF/200 SF PER OCCUPANT = 30 OCCUPANTS

SECTION 1009. ACCESSIBLE MEANS OF EGRESS

1. EACH ACCESSIBLE PORTION OF THE SPACE SHALL BE SERVED BY NOT LESS THAN ONE ACCESSIBLE MEANS OF EGRESS.

2. EACH REQUIRED ACCESSIBLE MEANS OF EGRESS SHALL CONSIST OF ONE OR MORE OF THE FOLLOWING COMPONENTS: ACCESSIBLE ROUTES, EXTERIOR EXIT STAIRWAYS, RAMPS, AREAS OF REFUGE. (1007.2).

SECTION 1010. DOORS, GATES AND TURNSTILES

1. MEANS OF EGRESS DOORS COMPLY WITH SECTION 1020.2

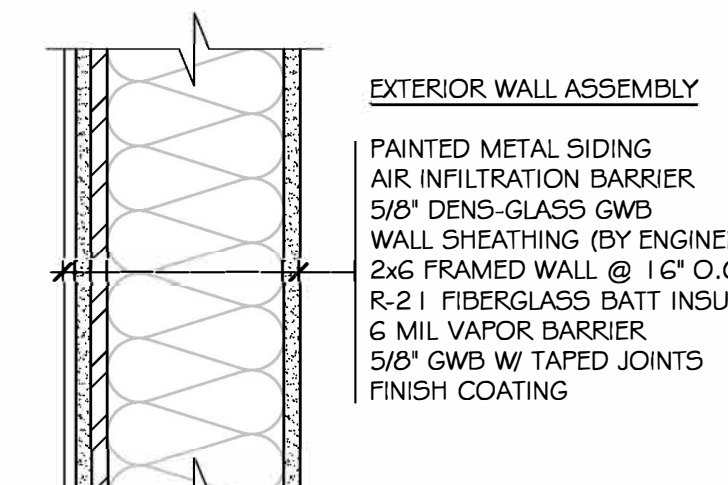
2. HARDWARE SHALL BE ACCESSIBLE, AS REQUIRED. (1008.1.9.1)

SECTION 1011. STAIRWAYS

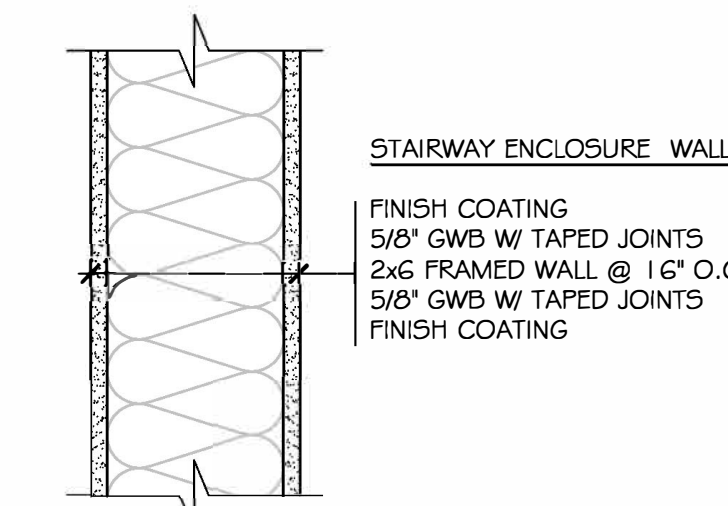
1. STAIRWAYS SHALL CONFORM TO REQUIREMENTS FOR WIDTH, TREADS/RISERS, LANDINGS, CONSTRUCTION AND HANDRAILS.

FIRE RESISTANCE RATING

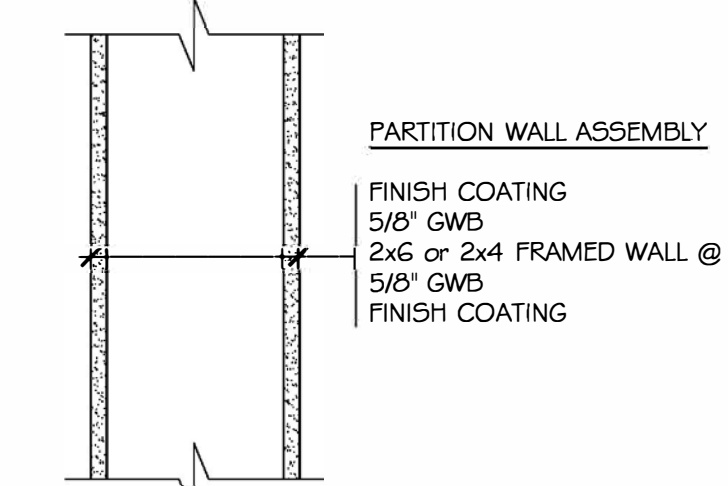
EXIT ACCESS STAIRWAY ENCLOSURES SHALL HAVE A FIRE-RESISTANCE RATING OF NOT LESS THAN 2 HOURS WHERE CONNECTING FOUR STORIES OR MORE, AND NOT LESS THAN 1 HOUR WHERE CONNECTING LESS THAN FOUR STORIES. THE NUMBER OF STORIES CONNECTED BY THE EXIT ACCESS STAIRWAY ENCLOSURES SHALL INCLUDE ANY BASEMENTS, BUT NOT ANY MEZZANINES. EXIT ACCESS STAIRWAY ENCLOSURES SHALL HAVE A FIRE-RESISTANCE RATING NOT LESS THAN THE FLOOR ASSEMBLY PENETRATED, BUT NEED NOT EXCEED 2 HOURS.



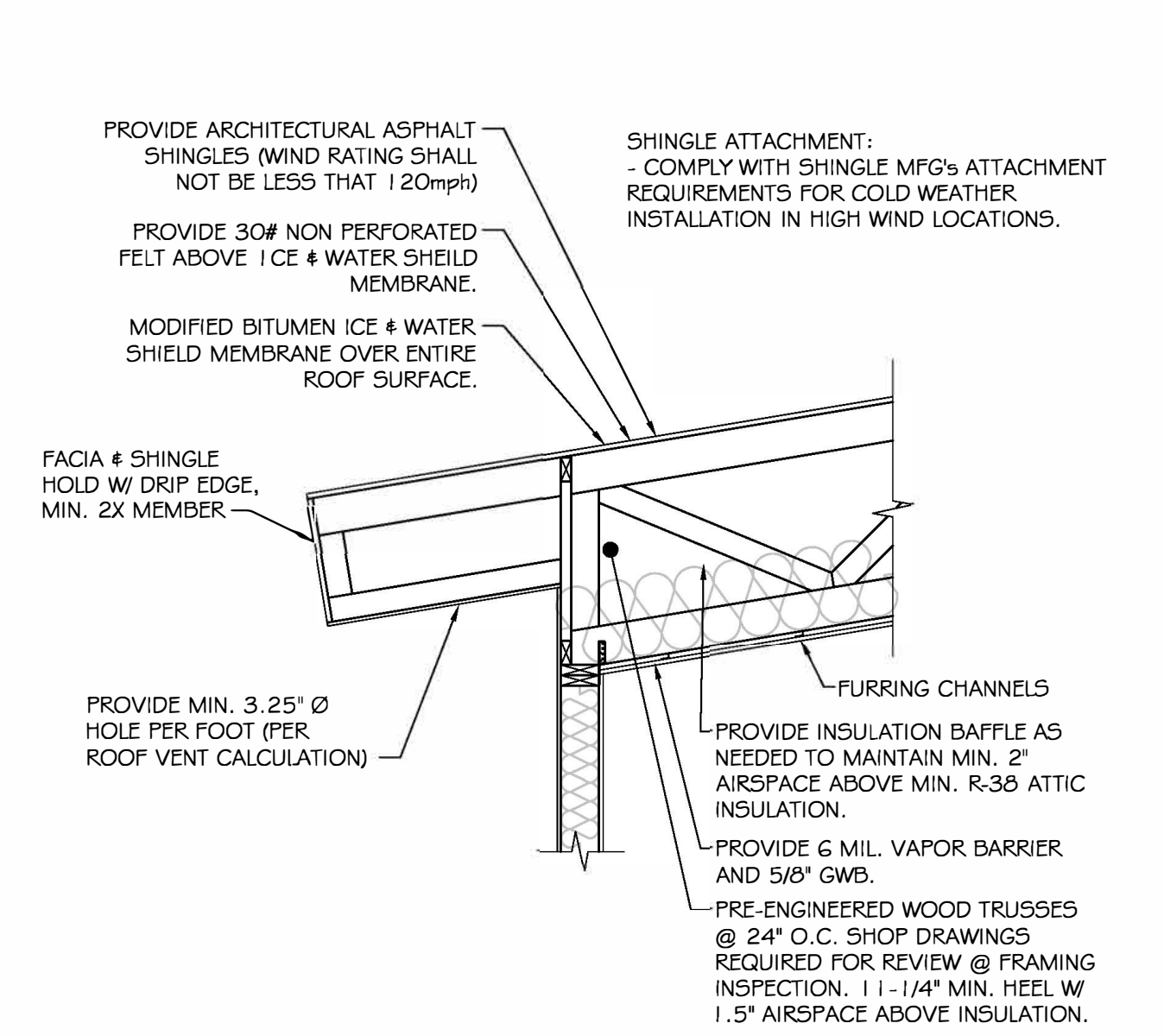
WALL TYPE A UL U305
SCALE: NTS



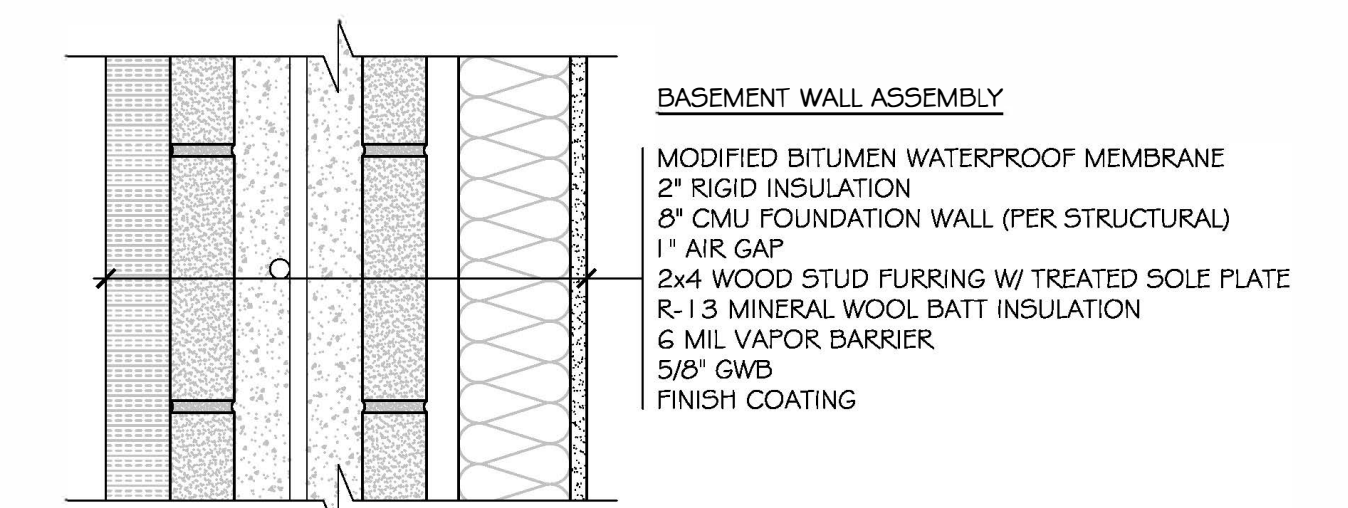
WALL TYPE B UL U305
SCALE: NTS



WALL TYPE C
SCALE: NTS

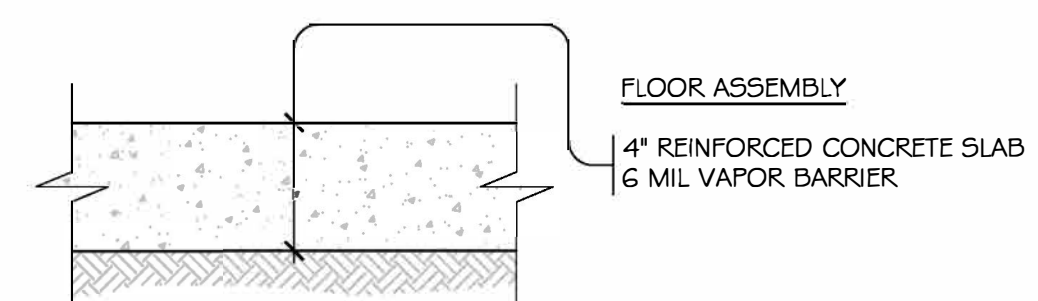


EAVE ROOF/CEILING DETAIL UL P533
SCALE: NTS

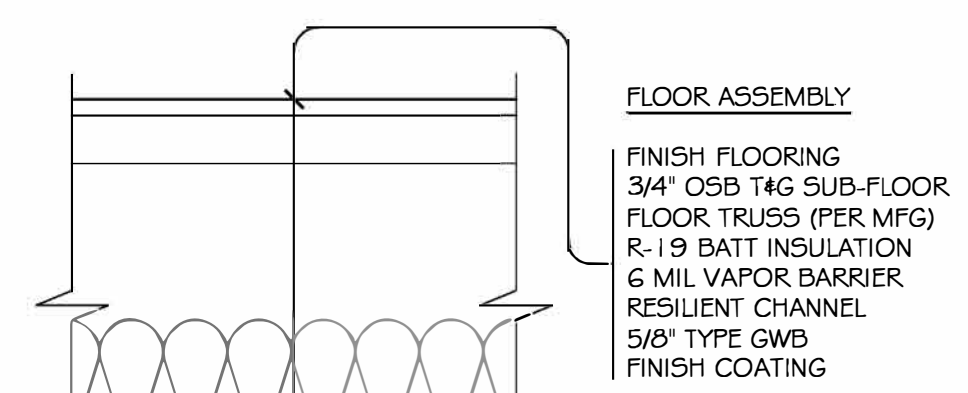


WALL TYPE D UL U914
SCALE: NTS

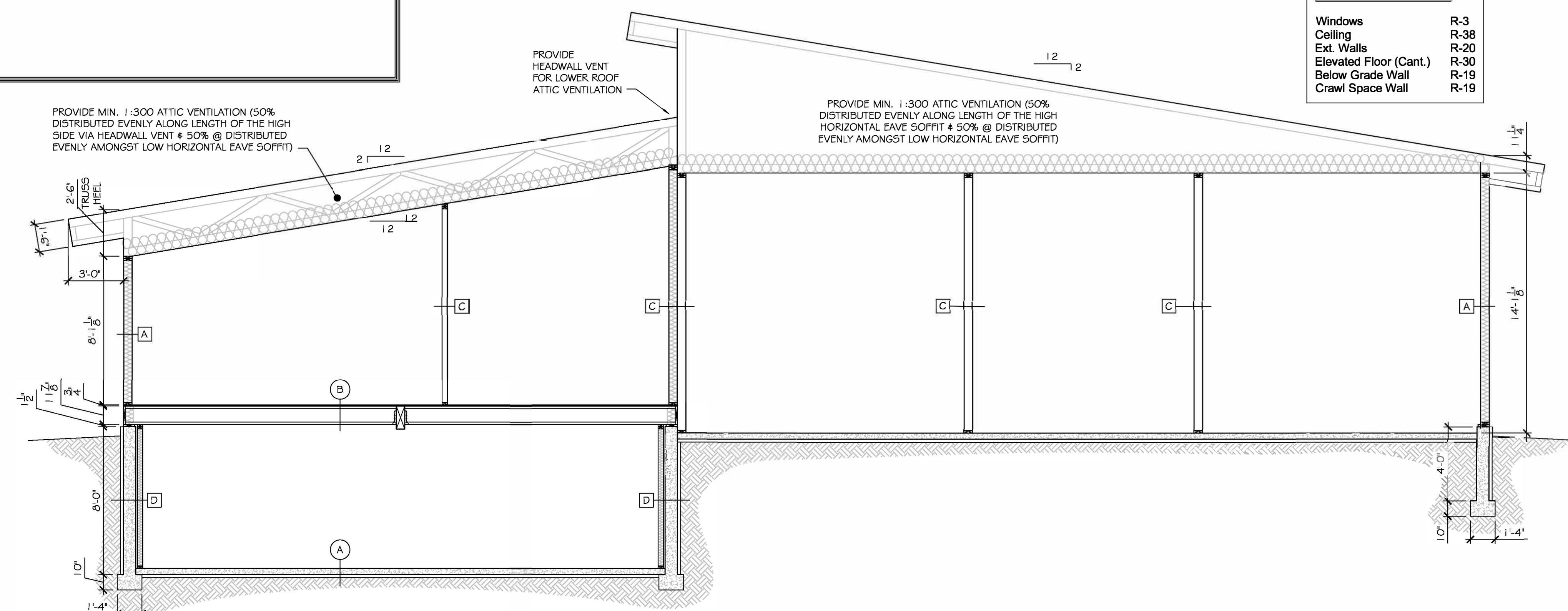
Min. Insulation R-Values	
Windows	R-3
Ceiling	R-38
Ext. Walls	R-20
Elevated Floor (Cant.)	R-30
Below Grade Wall	R-19
Crawl Space Wall	R-19



FLOOR TYPE A
SCALE: NTS



FLOOR TYPE B UL L583
SCALE: NTS



BUILDING SECTION
SCALE: NTS

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DRAFTING & DESIGN

P.O. BOX 370891
WASILLA, AK 99687
Info@alaskaplans.com
907.841.5382

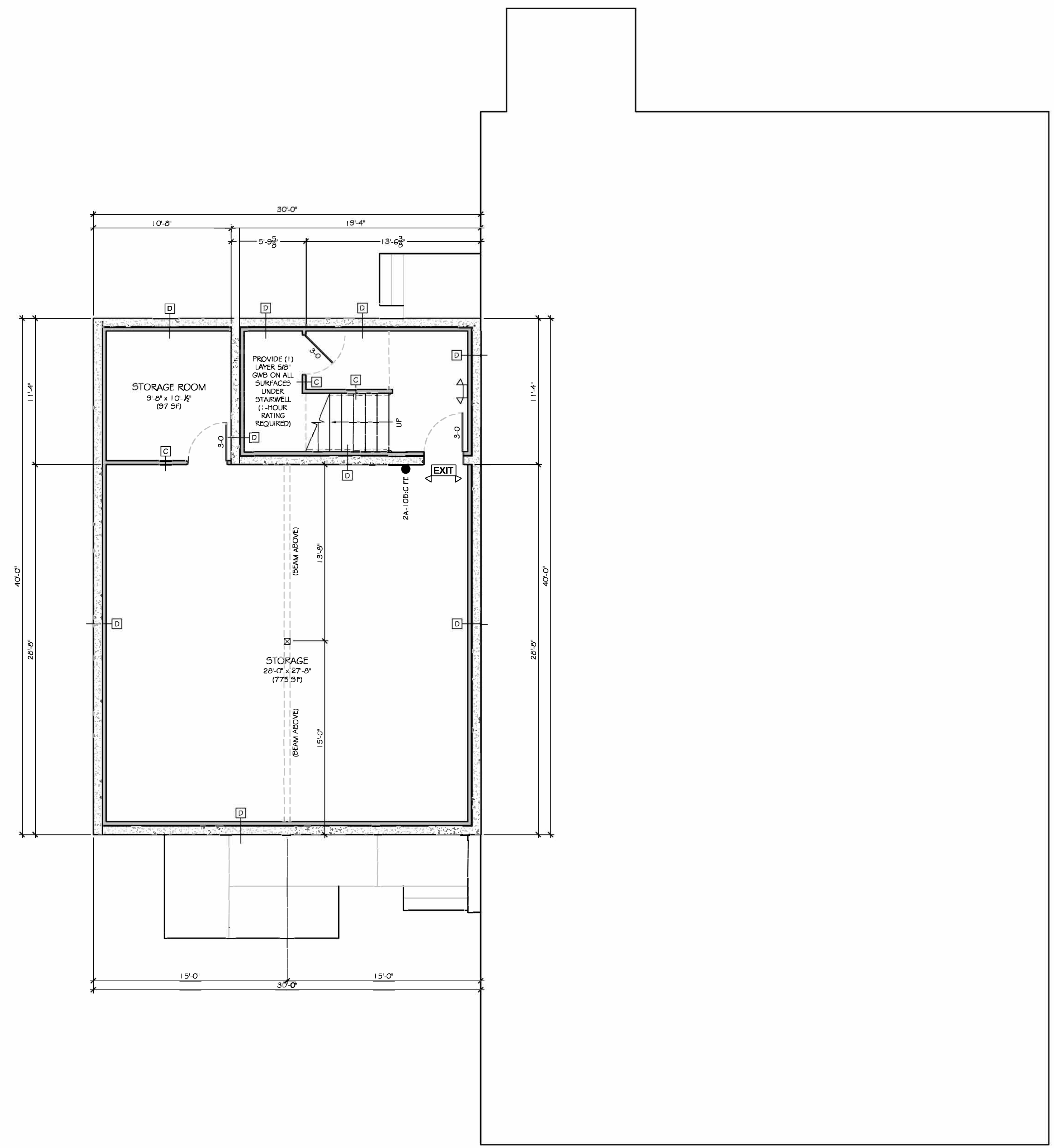
Ron Bissett, Architect • POB 933 • Palmer, Alaska 99645 • 907.374.4243

STATE OF ALASKA
49 TH
Ronald J. Bissett
A-6559
REGISTERED PROFESSIONAL ARCHITECT

3200 W. Top of the World Circle
Connoisseur Grow Facility

REV.	DATE	DESCRIPTION	ISSUED FOR REVIEW	ISSUED FOR REVIEW	ISSUED FOR REVIEW	STRUCTURAL APPROVAL	ARCHITECTURAL APPROVAL	JMR
1	12-29-22		JMR					
2	1-03-23		JMR					
3	2-15-23		JMR					
4	3-10-23		JMR					

DRAWN BY: JMR
 CHECKED BY: ARR
 PAGE NO: 2 of 6
 SHEET NUMBER: A2



- = EMERGENCY EGRESS ILLUMINATION (PER IBC 1006.3)
- = ILLUMINATED EXIT SIGN (PER IBC 1011)
- = COMBINATION EMERGENCY EGRESS ILLUMINATION + ILLUMINATED EXIT SIGN (PER IBC 1006.3 + IBC 1011)

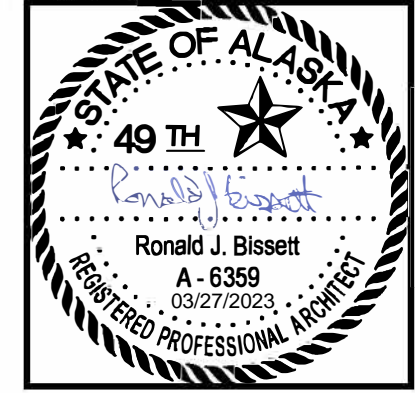
BASEMENT FLOOR PLAN
SCALE: 1/4" = 1'-0"

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REV.	DATE	DESCRIPTION	APP.	5	3-25-23	ARCHITECTURAL APPROVAL	JMR
1	12-29-22	ISSUED FOR REVIEW	JMR	-	-	-	-
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3	2-15-23	ISSUED FOR REVIEW	JMR	-	-	-	-
4	3-10-23	STRUCTURAL APPROVAL	JMR	-	-	-	-

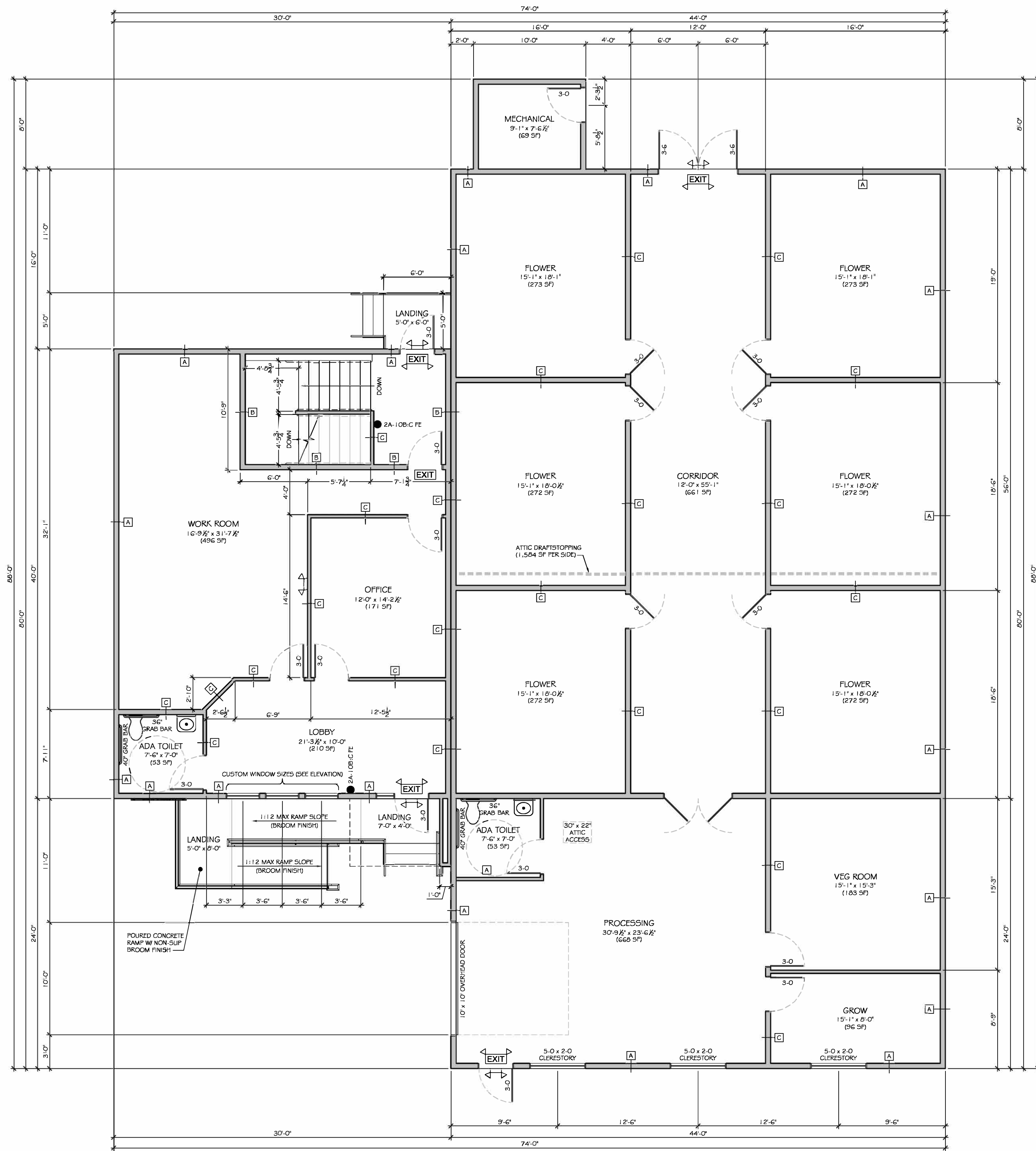
DRAWN BY: JMR
CHECKED BY: ARR
PAGE NO: 3 of 6
SHEET NUMBER: A3

ORIGINAL PAPER SIZE: 24" x 36"



3200 W. Top of the World Circle
Connoisseur Grow Facility

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Ron Bissett, Architect • POB 933 • Palmer, Alaska 99645 • 907-374-4243
P.O. BOX 370891
PALMER, ALASKA 99667
info@alaskaplans.com
907-841-9382



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- = ILLUMINATED EXIT SIGN (PER IBC 1011)
- = COMBINATION EMERGENCY EGRESS ILLUMINATION & ILLUMINATED EXIT SIGN (PER IBC 1006.3 & IBC 1011)

MAIN FLOOR PLAN
SCALE: 1/4" = 1'-0"

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3	2-15-23	ISSUED FOR REVIEW	JMR	-	-	-
4	3-10-23	STRUCTURAL APPROVAL	JMR	-	-	-

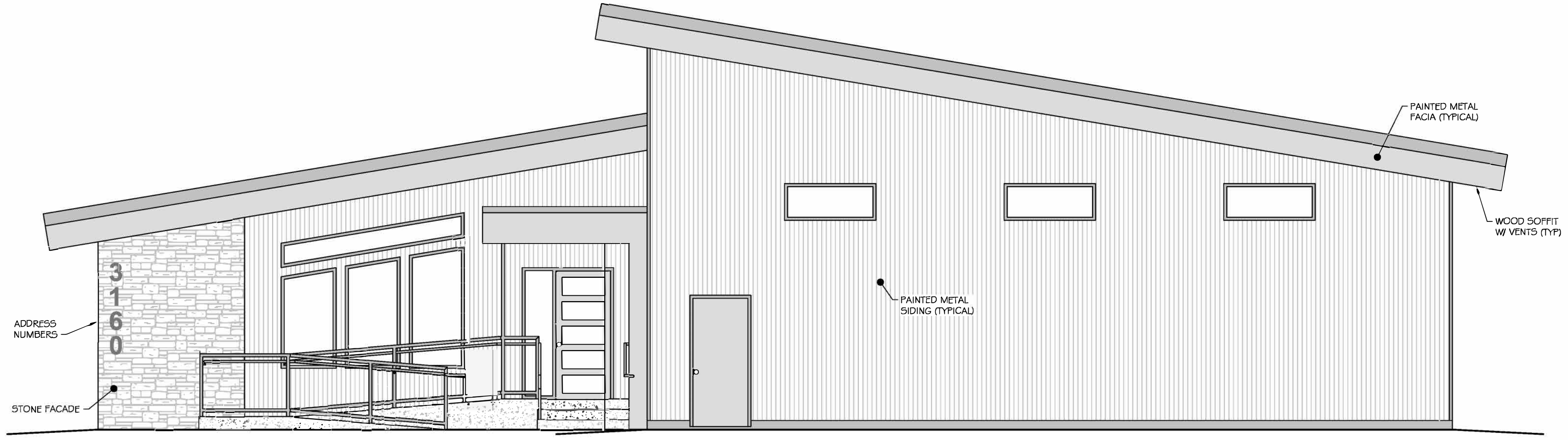
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CHECKED BY: ARR
PAGE NO: 4 of 6
SHEET NUMBER: A4

ORIGINAL PAPER SIZE: 24" x 36"

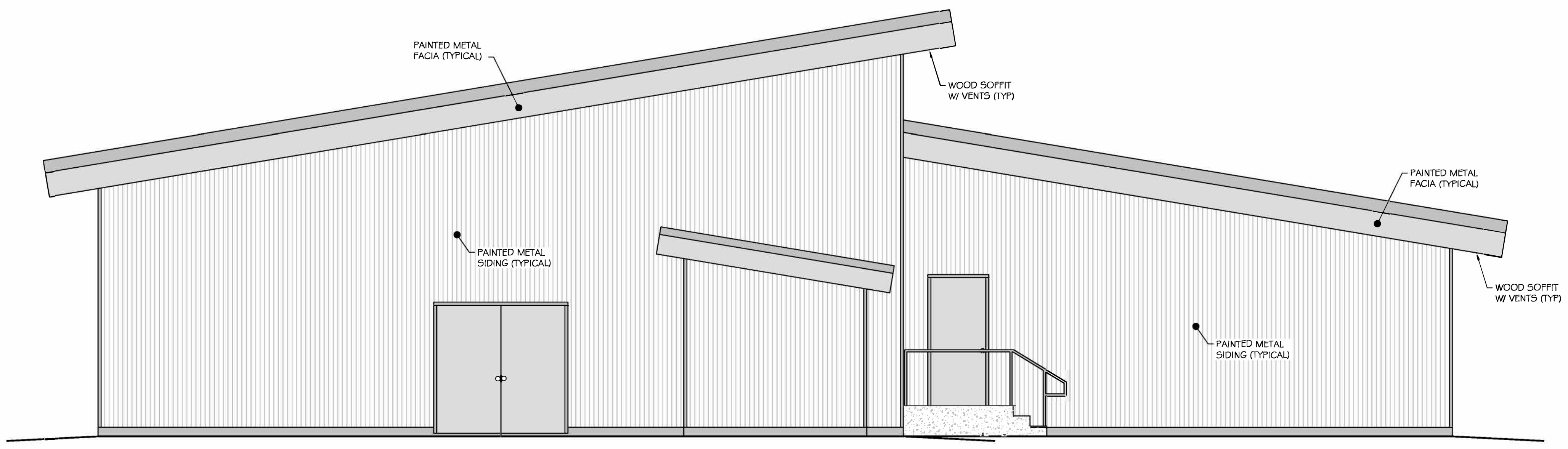
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Ron Bissett, Architect • POB 933 • Palmer, Alaska 99645 • 907-376-4243
P.O. BOX 970891
PALMER, ALASKA 99687
info@alaskaplans.com
907-841-9382

STATE OF ALASKA
49th Anniversary
Ronald J. Bissett
A 6389
03/27/2023
REGISTERED PROFESSIONAL ARCHITECT

3200 W. Top of the World Circle
Connoisseur Grow Facility



NORTH ELEVATION
SCALE: 1/4" = 1'-0"



SOUTH ELEVATION
SCALE: 1/4" = 1'-0"

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4	3-10-23	STRUCTURAL APPROVAL	JMR	-	-	-

DRAWN BY: JMR
 CHECKED BY: ARR
 PAGE NO: 5 of 6
 SHEET NUMBER: **A5**

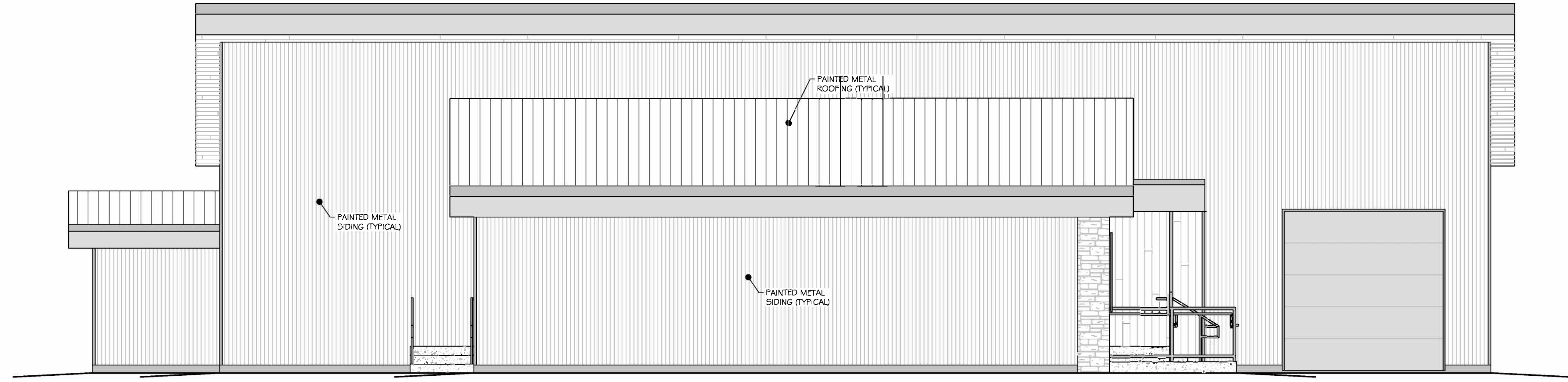
ORIGINAL PAPER SIZE: 24" x 36"

3200 W. Top of the World Circle
Connoisseur Grow Facility

STATE OF ALASKA
 49th
 Ronald J. Bissett
 A-6389
 03/27/2023
 REGISTERED PROFESSIONAL ARCHITECT

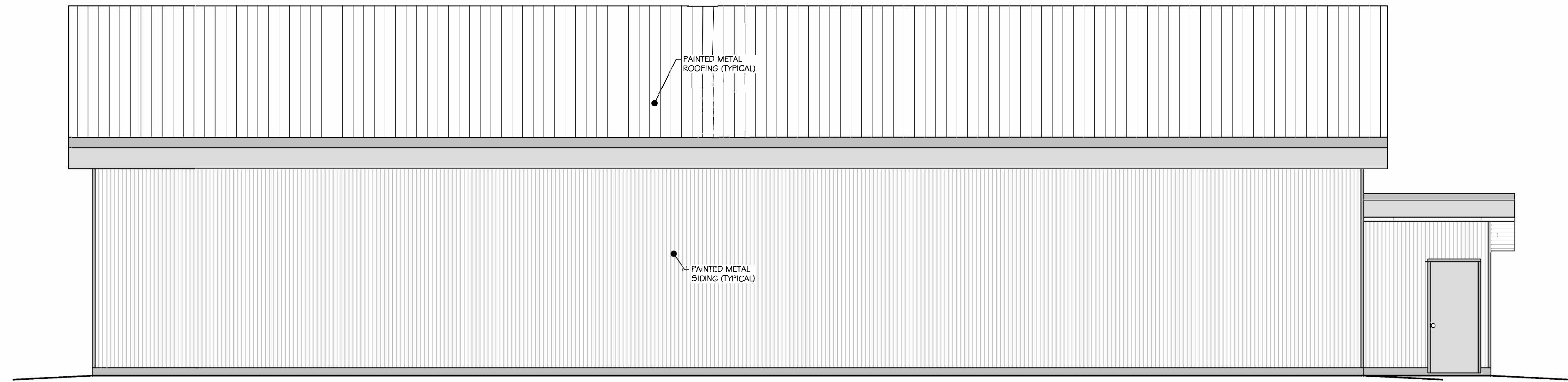
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 P.O. BOX 970891
 Anchorage, AK 99507
 info@alaskaplans.com
 907-841-9382



EAST ELEVATION

SCALE: 1/4" = 1'-0"



WEST ELEVATION

SCALE: 1/4" = 1'-0"

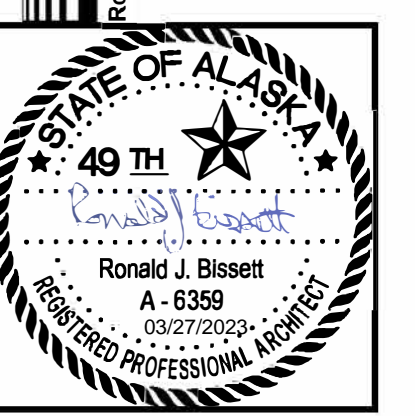
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3	2-15-23	ISSUED FOR REVIEW	JMR	-	-	-	-
4	3-10-23	STRUCTURAL APPROVAL	JMR	-	-	-	-

DRAWN BY: JMR
 CHECKED BY: ARR
 PAGE NO: 6 of 6
 SHEET NUMBER: **A6**

ORIGINAL PAPER SIZE: 24" x 36"

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 P.O. BOX 970891
 Anchorage, AK 99507
 info@alaskaplans.com
 907-841-9382



3200 W. Top of the World Circle
Connoisseur Grow Facility

From: [Brenda Butler](#)
To: [Rick Benedict](#)
Cc: [Mathew Chambers](#); [chad aurentz](#); [Jana Weltzin](#); [Randi Baker](#)
Subject: Re: The Connoisseur CUP Application - Request for Additional Information
Date: Wednesday, December 6, 2023 11:11:49 AM
Attachments: [Email -3160 W Top of the World Cir.pdf](#)
[3160_TopoftheWorld_AddressPostcard.pdf](#)
[Connoisseur Site Plan - 2023-12-04.pdf](#)
[CUP Narrative - THE CONNOISSEUR Std Cult.pdf](#)
[Address change Platting action\(R1\) 2018-17 GreenMtnEstates.pdf](#)
[FM Approval Letter.pdf](#)
[jdwounsel.com Mail - The Connoisseur, LLC DBA The Connoisseur License #13487.pdf](#)
[FM Certificate.pdf](#)

[EXTERNAL EMAIL - CAUTION: Do not open unexpected attachments or links.]

Good Morning Rick,

Attached are the documents that address the items in your RFAI.
Please let us know if this submission satisfies your requirements and if the CUP be placed on the next agenda.

Thank you!

On Wed, Nov 8, 2023 at 1:10 PM Rick Benedict <Rick.Benedict@matsugov.us> wrote:

Good afternoon,

I have attached a request for additional information concerning the conditional use permit application for a marijuana cultivation facility for The Connoisseur. If you have any questions, please contact me.

Respectfully,

Rick Benedict – Current Planner

Development Services Division

Matanuska-Susitna Borough

(907)861-8527 direct

--

**** Please REPLY ALL when responding to this Email****

Brenda Butler

JDW Counsel
Senior Paralegal, Notary Public
& Accounts Payable/Receivable
901 Photo Avenue, Second Floor
Anchorage, Alaska 99503
907-231-3750
brenda@jdwcounsel.com
info@jdwcounsel.com

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Think green, please don't print unnecessarily

MATANUSKA-SUSITNA BOROUGH

350 E Dahlia Ave., Palmer, Alaska 99645

E911 Site Address Notification

The **physical site address** below has been assigned to GREEN MTN EST ADD 1 LOT 1A, Borough Tax Account number: 8280000L001A. For E911 purposes, if this property has landline telephone service, please provide this address to your phone carrier. If you have any questions regarding your address, please call Mat-Su Borough Addressing at (907) 861-8400.

PHYSICAL SITE ADDRESS 3160 W Top of The World Cir
--

Legal Description:
GREEN MTN EST ADD 1 LOT 1A

GREEN DOOR GROUP LLC
BENNETT DEBBIE JO
10400 E BRADLEY LAKE AVE
PALMER AK 99645



Brenda Butler <brenda@jdwcounsel.com>

Fwd: 3160 W Top of the World Cir

1 message

Mathew Chambers <mattchambers907@gmail.com>

Mon, Dec 4, 2023 at 11:38 AM

To: Brenda Butler <brenda@jdwcounsel.com>, Chad Aurentz <chad.theconnoisseur@gmail.com>, Jana Weltzin <jana@jdwcounsel.com>

----- Forwarded message -----

From: **Nick Srebernak** <Nick.Srebernak@matsugov.us>

Date: Mon, Dec 4, 2023 at 11:32 AM

Subject: 3160 W Top of the World Cir

To: mattchambers907@gmail.com <mattchambers907@gmail.com>

Hi Matt,

Just got your message regarding 3160 W Top of the World Cir. It was created last year because of Plat 2022-66.

What other information were you looking for on it?

Nick Srebernak

Matanuska-Susitna Borough

GIS Addressing Specialist

(907) 861-7885

Nick.Srebernak@matsugov.us

--
Mathew Chambers
Owner/CEO
The Connoisseur Lounge
907-244-8329



Brenda Butler <brenda@jdwcounsel.com>

The Connoisseur, LLC DBA The Connoisseur License #13487

3 messages

Brenda Butler <brenda@jdwcounsel.com>

Mon, Dec 4, 2023 at 12:57 PM

To: "Marijuana Licensing (CED sponsored)" <marijuana.licensing@alaska.gov>

Cc: Mathew Chambers <matt.theconnoisseur@gmail.com>, chad aurentz <chad.theconnoisseur@gmail.com>, Jana Weltzin <jana@jdwcounsel.com>, Randi Baker <randi@jdwcounsel.com>

Good Afternoon AMCO,

The licensees need to update the physical address for this license from 3200 W Top of the World Circle, Unit A to 3160 W Top of the World Circle, Unit A.

The change in address is due to an MSB Platting Action, see attached.

Let us know if you have any questions.

Thank you!

--

***** Please REPLY ALL when responding to this Email*****

Brenda Butler

JDW Counsel

Senior Paralegal, Notary Public
& Accounts Payable/Receivable

901 Photo Avenue, Second Floor

Anchorage, Alaska 99503

907-231-3750

brenda@jdwcounsel.com

info@jdwcounsel.com

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3 attachments



Email -3160 W Top of the World Cir.pdf

53K



3160_TopoftheWorld_AddressPostcard.pdf

54K



Address change Platting action(R1) 2018-17_GreenMtnEstates.pdf

2531K

Mon, Dec 4, 2023 at 5:04 PM

Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov>

To: Brenda Butler <brenda@jdwcounsel.com>, "Marijuana Licensing (CED sponsored)"

<marijuana.licensing@alaska.gov>

Cc: Mathew Chambers <matt.theconnoisseur@gmail.com>, chad aurentz <chad.theconnoisseur@gmail.com>, Jana

Weltzin <jana@jdwcounsel.com>, Randi Baker <randi@jdwcounsel.com>

Good Afternoon,

The physical address below has been updated in our system.

Best,

Regina Cruz

Licensing Examiner- AMCO

907.269.0464

From: Brenda Butler <brenda@jdwcounsel.com>

Sent: Monday, December 4, 2023 12:58 PM

To: Marijuana Licensing (CED sponsored) <marijuana.licensing@alaska.gov>

Cc: Mathew Chambers <matt.theconnoisseur@gmail.com>; chad aurentz <chad.theconnoisseur@gmail.com>; Jana Weltzin <jana@jdwcounsel.com>; Randi Baker <randi@jdwcounsel.com>

Subject: The Connoisseur, LLC DBA The Connoisseur License #13487

CAUTION: This email originated from outside the State of Alaska mail system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

[Quoted text hidden]

Brenda Butler <brenda@jdwcounsel.com>

Tue, Dec 5, 2023 at 8:35 AM

To: "Marijuana Licensing (CED sponsored)" <marijuana.licensing@alaska.gov>

Cc: Mathew Chambers <matt.theconnoisseur@gmail.com>, chad aurentz <chad.theconnoisseur@gmail.com>, Jana Weltzin <jana@jdwcounsel.com>, Randi Baker <randi@jdwcounsel.com>

Thank you Regina,

Have a wonderful day

[Quoted text hidden]

Fire and Life Safety Division

Central Mat-Su Fire Service Area No. 130 - District 1
Department of Emergency Services, Matanuska-Susitna Borough



Non-Structural Fire & Life Safety Certificate of Occupancy

This area has been inspected and approved by the Central Mat-Su Fire Department in accordance with the State of Alaska, Matanuska-Susitna Borough, and Fire Service Area fire and life safety regulations, to be occupied by:

Green Door Group Bldg

3160 Top of the World Wasilla AK 99654

Date Issued: 11/20/2023

Authority: AS 18.70.080, 13 AAC 50.075 & MSB RS06-054

by Joshua P. Henson, Deputy Fire Marshal

MSB • Department of Emergency Services • Central Mat-Su Fire Department

Fire & Life Safety Division

Physical: Station 51 – 1911 S Terrace Court, Palmer

Mailing: 101 W Swanson Avenue • Wasilla, AK 99654

Office (907) 861-8030 • Fax (907) 861-8157 • E-mail: FireCode@matsugov.us



April 26, 2023

Mathew Chambers
Owner/CEO
The Connoisseur Lounge
907-244-8329
mattchambers907@gmail.com

SUBJECT: Green Door Group Addition
FIRE SERVICE AREA: Central Mat-Su FSA
PLAN REVIEW: 2023-087
TYPE OF CONSTRUCTION: VA
OCCUPANCY TYPE: F-1
2021 INTERNATIONAL BUILDING AND FIRE CODE

Matthew:

Plans for the subject facility have been reviewed by this office for conformity with the State Fire Safety Regulations and are hereby approved as submitted. Enclosed is a certificate of approval that must be posted on the premises until completion of the above facility. Any changes to the approved plans must be submitted to this office for review and approval. **You are prohibited to occupy this building until construction is completed for which plans have been examined and approved. After completion of the construction, you must schedule a certificate of occupancy inspection prior to opening.**

It must be understood that the inclusion of and compliance with State Fire Safety Regulations does not preclude the necessity of compliance with the requirements of local codes and ordinances. Also understand that approval of submitted plans is not approval of omissions or oversights by this office or noncompliance with any applicable regulations. The plans have not been reviewed for compliance with the Federal Americans with Disabilities Act or structural requirements.

If we can be of further assistance in this matter, please contact us at the address above.

Sincerely,

A handwritten signature in black ink that reads "Josh Henson".

Joshua P. Henson
Deputy Fire Marshal

Fire and Life Safety Division

Central Mat-Su Fire Service Area No. 130 - District 1
Department of Emergency Services, Matanuska-Susitna Borough



Plan Review #2023-087 Green Door Group Addition Addition Approval

This is to certify that the plans for this building were reviewed by CMSFD's Fire & Life Safety Division on 4/26/2023, for conformance with AS 18.70.010-100; 13 AAC 50.027. This certificate becomes invalid 180 days after the work on the site is commenced within 180 days after issuance, or if the work authorized is suspended or abandoned for a period of 180 days after the time work is commenced. An extension may be requested at the above mentioned address.

This certificate shall be posted in a conspicuous place on the premises listed above and shall remain posted until construction is completed. **Notice:** Any changes or modifications to the approved plans must be resubmitted for review by the Central Mat-Su Fire Department.

A handwritten signature in black ink that reads 'Josh Henson'.

by Joshua P. Henson, Deputy Fire Marshal



MATANUSKA-SUSITNA BOROUGH
Planning and Land Use Department
Development Services Division
 350 East Dahlia Avenue, Palmer, Alaska 99645
 (907) 861-7822 Fax (907) 861-8158
 E-mail: PermitCenter@matsugov.us

RECEIVED
 NOV 29 2017
PERMIT CENTER

Driveway Permit Application

Permit Fee \$50

PERMIT NO. DD17563

Property Owner: (Name) <u>Green Door Group</u>	Applicant/Agent: (Name) <u>Same</u>
Mailing Address <u>Box 873844</u>	Mailing Address
City <u>Wasilla</u> State <u>AK</u> Zip Code <u>99654</u>	City State Zip Code
Phone <u>907-982-5103</u> Cell (optional) <u>Same</u> Fax (optional)	Phone Cell (optional) Fax (optional)
E-mail (optional) <u>hooks@mtaonline.net</u>	E-mail (optional)
Site Address: <u>3200 W Top of World</u>	Driveway Location Will Be Marked With: <u>Existing</u>
Property Tax ID#: <u>3431000L001</u>	Expected Completion Date <u>11</u> Driveway Surface Type
Applying for Access Onto: <u>Top of World</u>	IF ACCESS IS ONTO A PAVED ROAD, APRON LENGTH TO BE 2' MINIMUM

OFFICE USE ONLY			
Driveway Inspector Approval Date: <u>4/17/18</u>	Tax Map:	TRS	RSA
Right-of-Way Coordinator Approval Date: <u>4/17/18</u>	/	/	/
Is Culvert Needed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Distances:		
Culvert Length: Size:	Left:	Width:	Right:
Culvert Type:	Ditch Depth:		

Special Provisions Upon Approval: <u>2-2-18 Good for Sign 1 (Driveway further down)</u>	Inspection #'s <u>34855</u>

The Permittee certifies that he/she is the owner, lessee, or authorized agent of the property, that the conditions, restrictions and regulations of the borough will be complied with and that he/she will maintain the driveway in accordance with the provisions and standards attached to this permit, and any applicable code. I hereby certify that the information submitted on this application is complete and accurate to the best of my knowledge and that I am the applicant or agent of the same as stated in the attached documentation. By signing this permit I acknowledge and agree to accept the Driveway Standards and Provisions attached to this permit..

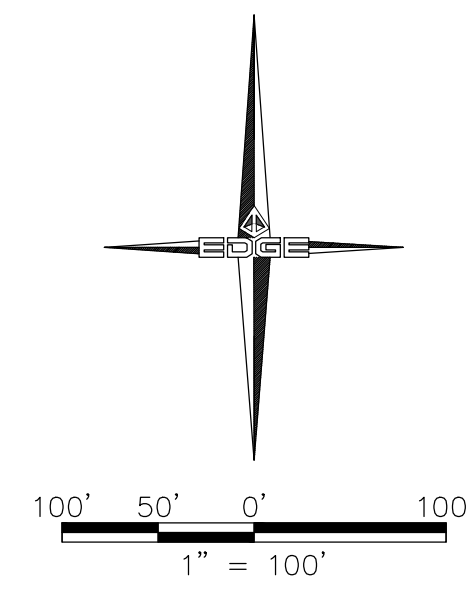
PERMITEE: [Signature]
 Signature of Permittee

PERMIT GRANTED BY: [Signature]
 Borough Representative

DATE: 11-28-17

DATE: 4/17/18

Revised 6/30/15



LEGEND

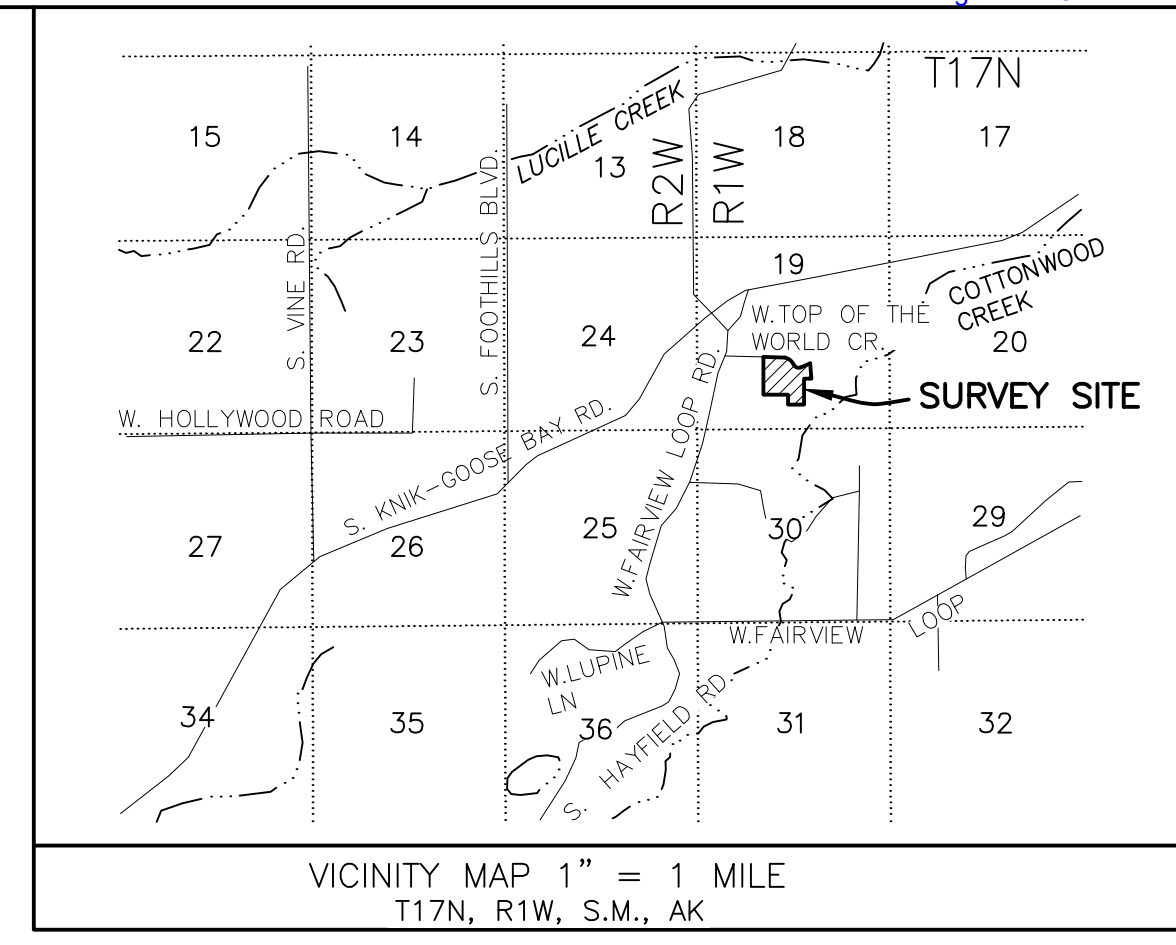
	PROPERTY BOUNDARY
	EASEMENT AS NOTED
	ADJACENT PROPERTY LINE
	EXISTING DRIVEWAY EDGE
	PROPOSED DRIVEWAY EDGE
	MAJOR CONTOUR LINE (10 FOOT)
	MINOR CONTOUR LINE (2 FOOT)
	DRAINAGE ARROW

LINE DATA TABLE

LINE	BEARING	LENGTH
L1	S12°29'16"E	49.56'
L2	S43°00'13"E	22.87'
L3	N82°52'01"E	60.17'

CURVE DATA TABLE

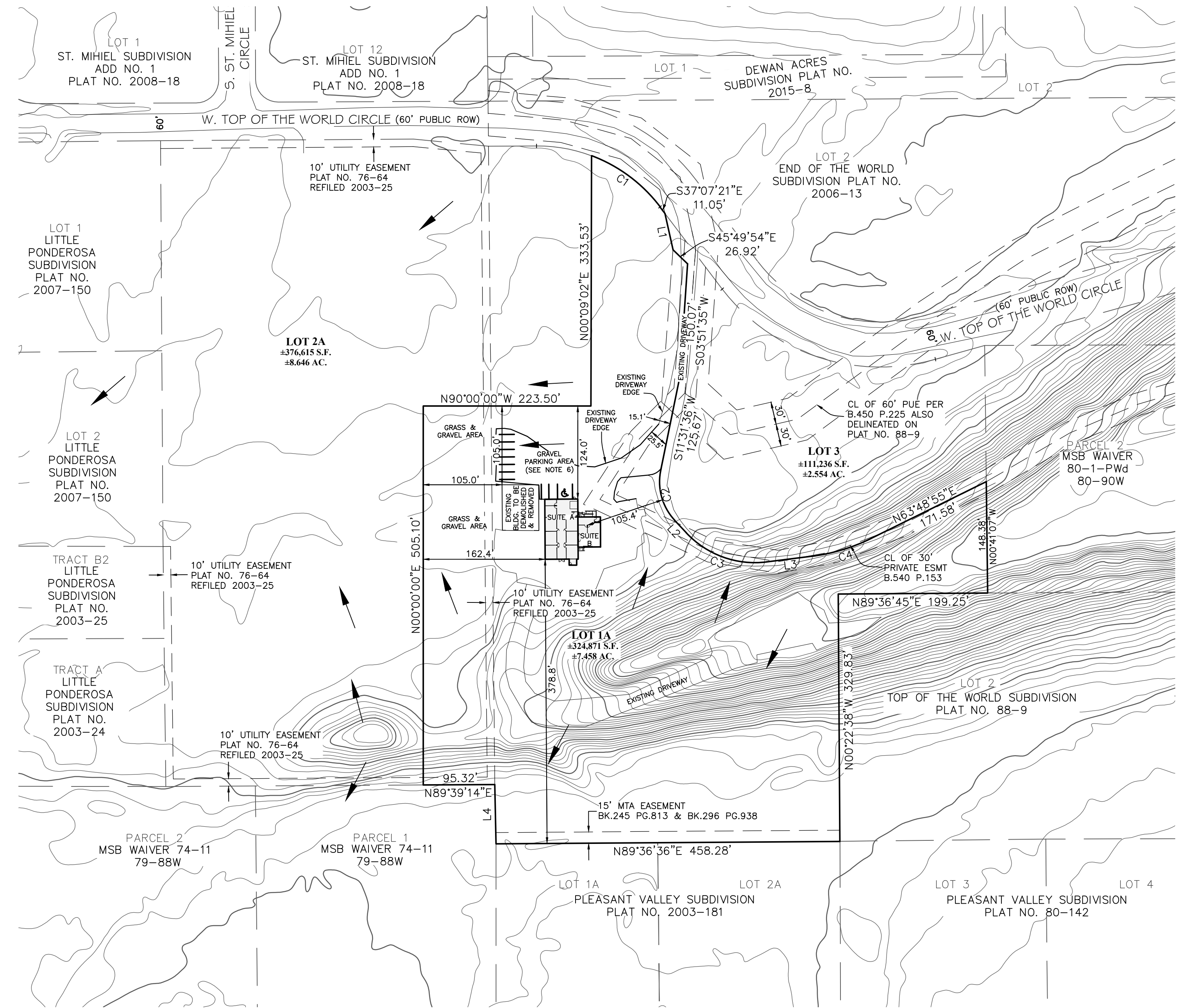
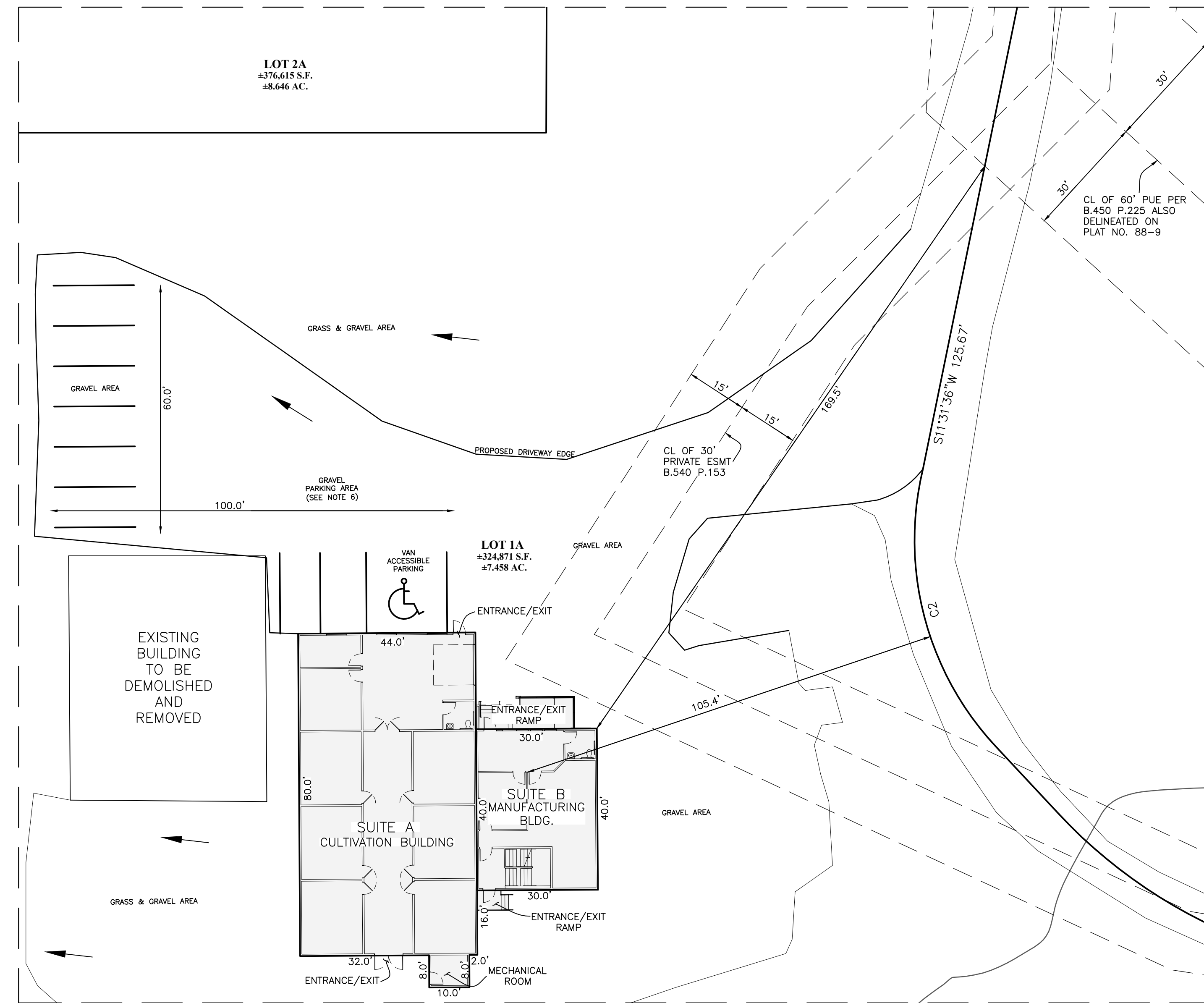
CURVE #	RADIUS	DELTA	LENGTH	CHORD DIRECTION	CHORD LENGTH	TANGENT
C1	205.00'	32°13'22"	115.29'	S53°14'02"E	113.78'	59.21'
C2	75.00'	56°41'00"	74.20'	S14°39'43"E	71.21'	40.45'
C3	125.00'	54°07'46"	118.09'	S70°04'06"E	113.75'	63.87'
C4	250.00'	19°03'05"	83.13'	N73°20'28"E	82.75'	41.95'



NOTES

1. THERE MAY BE FEDERAL, STATE, OR LOCAL REQUIREMENTS GOVERNING LAND USE. THE INDIVIDUAL PARCEL OWNER SHALL OBTAIN A DETERMINATION WHETHER THESE REQUIREMENTS APPLY TO THE DEVELOPMENT OF PARCELS SHOWN ON THIS PLAT.
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, DEPARTMENT OF ENVIRONMENTAL CONSERVATION, WHICH GOVERNS THOSE SYSTEMS.
3. TO FURTHER SUBDIVIDE ANY OF THE PARCELS, THE ROADS MUST BE CONSTRUCTED TO RESIDENTIAL STANDARDS AND UNTIL ACCEPTED BY THE BOROUGH, NO BOROUGH MAINTENANCE WILL BE PROVIDED NOR ANY BOROUGH FUNDS SHALL BE SPENT ON UPGRADES.
4. THERE ARE NO SIGNS, EITHER EXISTING OR PROPOSED, OTHER THAN THE ADDRESS NUMBERS FOR FIRE SERVICE COMPLIANCE.
5. INGRESS & EGRESS TO TOP OF THE WORLD CIRCLE FROM LOT 1A IS BY A 30' PRIVATE ACCESS EASEMENT AS SHOWN ON THIS MAP. THE PORTION OF THE DRIVEWAY THAT FALLS OUTSIDE OF THE RECORDED EASEMENT IS SUFFICIENT FOR A VEHICLE TO PASS, BEING 25.5' WIDE UNTIL THE VEHICLE ENTERS SAID EASEMENT.
6. THE PARKING AREA IS APPROXIMATELY 100' X 60' WITH 8 REGULAR PARKING SPACES AND 1 ADA (HANDICAPPED) VAN ACCESSIBLE SPACE.
7. THIS PROPERTY IS SUBJECT TO THE FOLLOWING EASEMENTS NOT DEPICTED ON THIS PLAT:
 - * MEA BLANKET EASEMENT RECORDED FEB. 17, 1960 UNDER BOOK 29, PAGE 64.
 - * MTA BLANKET EASEMENT RECORDED DEC. 9, 1976 UNDER BOOK 128, PAGE 887. (RESTRICTED TO MEA RIGHT-OF-WAY).
 - * MEA BLANKET EASEMENT RECORDED DEC. 29, 1977 UNDER BOOK 156, PAGE 119.
 - * MTA BLANKET EASEMENT RECORDED JULY 6, 2006 UNDER SERIAL NO. 2006-018715-0.
 - * MEA EASEMENT RECORDED DEC. 7, 2006 UNDER SERIAL NO. 2006-034873-0.
 - * MTA BLANKET EASEMENT RECORDED MAY 22, 2003 UNDER SERIAL NO. 2003-013695-0.
 - * PRIVATE EASEMENT AGREEMENT RECORDED APRIL 3, 2006 UNDER SERIAL NO. 2006-008341-0.

BUILDING DETAIL SCALE: 1"=20'



12501 OLD SEWARD, D ANCHORAGE, AK 99515
Phone (907) 344-5990 Fax (907) 344-7794

SITE PLAN
CONNOISSEUR GROW FACILITY
LOCATED WITHIN
LOT 1A,
GREEN MOUNTAIN ESTATES, ADDITION #1,
PLAT NO. 2022-66
IN THE PALMER RECORDING DISTRICT
WITHIN THE SW 1/4, SECTION 19,
T17N, R1W, S.M. ALASKA
CONTAINING 7.458 ACRES, MORE OR LESS

DRAWN BY: VLB	DATE: 2/20/2024	PROJECT #: 24-104
CHECKED BY: MA	SCALE: 1"=100'	SHEET: 1 OF 1

From: [Rick Benedict](#)
To: [Brenda Butler](#)
Cc: [Jana Weltzin](#); [Mathew Chambers](#); [Randi Baker](#); [chad aurentz](#); [amco.localgovernmentonly@alaska.gov](#)
Subject: MJ-14 Signed - The Connoisseur and Connoisseur Crude Licenses #13487 & 32215
Date: Tuesday, February 13, 2024 3:17:00 PM
Attachments: [MJ-14 The Connoisseur 13487.pdf](#)
[MJ-14 Connoisseur Crude 32215.pdf](#)

Hi Brenda,

Here you go.

Respectfully,

Rick Benedict – Current Planner
Development Services Division
Matanuska-Susitna Borough
(907)861-8527 direct

From: Brenda Butler <brenda@jdwcounsel.com>
Sent: Friday, February 9, 2024 4:55 PM
To: Rick Benedict <Rick.Benedict@matsugov.us>
Cc: Jana Weltzin <jana@jdwcounsel.com>; Mathew Chambers <matt.theconnoisseur@gmail.com>;
Randi Baker <randi@jdwcounsel.com>; chad aurentz <chad.theconnoisseur@gmail.com>
Subject: The Connoisseur, LLC DBA The Connoisseur License #13487

[**EXTERNAL EMAIL** - CAUTION: Do not open unexpected attachments or links.]

Good Afternoon Rick,

As per our conversation, here is the MJ-14 that properly reflects the intended business operations, for your consideration.

Please do not hesitate to contact us if you have any questions or concerns.

Thank you and have a wonderful weekend!

***** Please REPLY ALL when responding to this Email*****

Brenda Butler
JDW Counsel
Senior Paralegal, Notary Public
& Accounts Payable/Receivable
901 Photo Avenue, Second Floor
Anchorage, Alaska 99503
Phone: 907-231-3750
Fax: 360-483-3750
brenda@jdwcounsel.com

info@jdwcounsel.com

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Think green, please don't print unnecessarily

Why is this form needed?

This licensed premises diagram change form is required for all marijuana establishment licensees seeking to alter the functional floor plan or reduce or expand the area of the establishment's existing licensed premises.

The required \$250 change fee may be made by check, cashier's check, or money order.

This form must be completed and submitted to AMCO's Anchorage office prior to altering the existing floor plan, and along with an initiated application for an Onsite Consumption Endorsement if applicable. The licensed premises may not be altered unless and until the application has been approved by the board.

Section 1 – Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	The Connoisseur, LLC	MJ License #:	13487		
License Type:	Standard Marijuana Cultivation Facility				
Doing Business As:	The Connoisseur				
Premises Address:	3160 W Top of the World Circle, Unit A				
City:	Wasilla	State:	Alaska	ZIP:	99654

Section 2 – Required Information

For your security, do not include locations of security cameras, motion detectors, panic buttons, and other security devices.

The following details must be included:

- License number and DBA
- Legend or key
- Color coding
- Dimensions
- Labels
- True north arrow
- Surveillance room
- Licensed premises boundary
- Restricted access areas
- Storage areas
- Entrances, exits, and windows
- Walls, partitions, and counters
- Any other areas that must be labeled for specific license types
- Serving area**
- Employee monitoring area**
- Ventilation exhaust points, if applicable**

Items marked with a double asterisks (**) are only required for those retail marijuana establishments that are submitting the MJ-14 form in conjunction with an onsite consumption endorsement application.



DocuSign Envelope ID: E129B4CC-9D44-4D71-A260-7AB10891E294
Alaska Marijuana Control Board

Form MJ-14: Licensed Premises Diagram Change

Section 3 – Summary of Changes

Provide a summary of the changes for which you are requesting approval. For Cultivation licenses: describe the size of the space(s) the marijuana cultivation facility intends to be under cultivation, including dimensions and overall square footage. Provide your calculations below:

The Connoisseur, LLC would like to remove the shared space with their Concentrates license, with exception to the shared office, that was previously approved.
All areas under cultivation remain the same.
6 Flower Rooms - 15'1" x 18'1/2" (272 square feet each) = 1632 Square Feet
Veg Room - 15'1" x 15'13" = 183 Square Feet
Grow Room - 15'1" x 8' = 96 Square Feet
Total area under cultivation = 1913 Square Feet

Section 4 – Declarations

Read each statement below, and then sign your initials in the corresponding box to the right [if applicable]:

If a local building permit is required, attach a copy of the license, permit, application to this form.

Initials
DS

The proposed changes conform to all applicable public health, fire, and safety laws.

DS

I have included a title, lease or other documentation showing sole right of possession to the additional area(s) if the additional area(s) are not already part of my approved licensed premises.

DS

I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

DS

Mathew Chambers

Printed Name of licensee

DocuSigned by:

Signature of licensee



Alaska Marijuana Control Board

Form MJ-14: Licensed Premises Diagram Change

Section 5 - Approvals

Local Government Review is required to be completed before submission to the Alcohol and Marijuana Control Office.

Local Government Review (to be completed by an appropriate local government official):

The proposed changes shown on this form conform to all local restrictions and laws. Yes No Pending

A local building permit is required for the proposed changes. Yes No Pending

Signature of local government official

Building Permit #

Date

Rick BENEDET
Printed name of local government official

Current Planner
Title

* THE NADEN BOROUGH PROTESTED THIS LICENSE ON 10/30/23 BECAUSE A CONDITIONAL USE PERMIT WAS NOT BEEN ISSUED THE LICENSE HOLDER HAS A PUBLIC HEARING SCHEDULED ON MARCH 18, 2024 TO REQUEST PLANNING COMMISSION APPROVAL.

Section 6 - AMCO Review

AMCO Review: Approved Disapproved

Signature of AMCO Enforcement Supervisor

Signature of Director

Printed name of AMCO Enforcement Supervisor

Printed name of Director

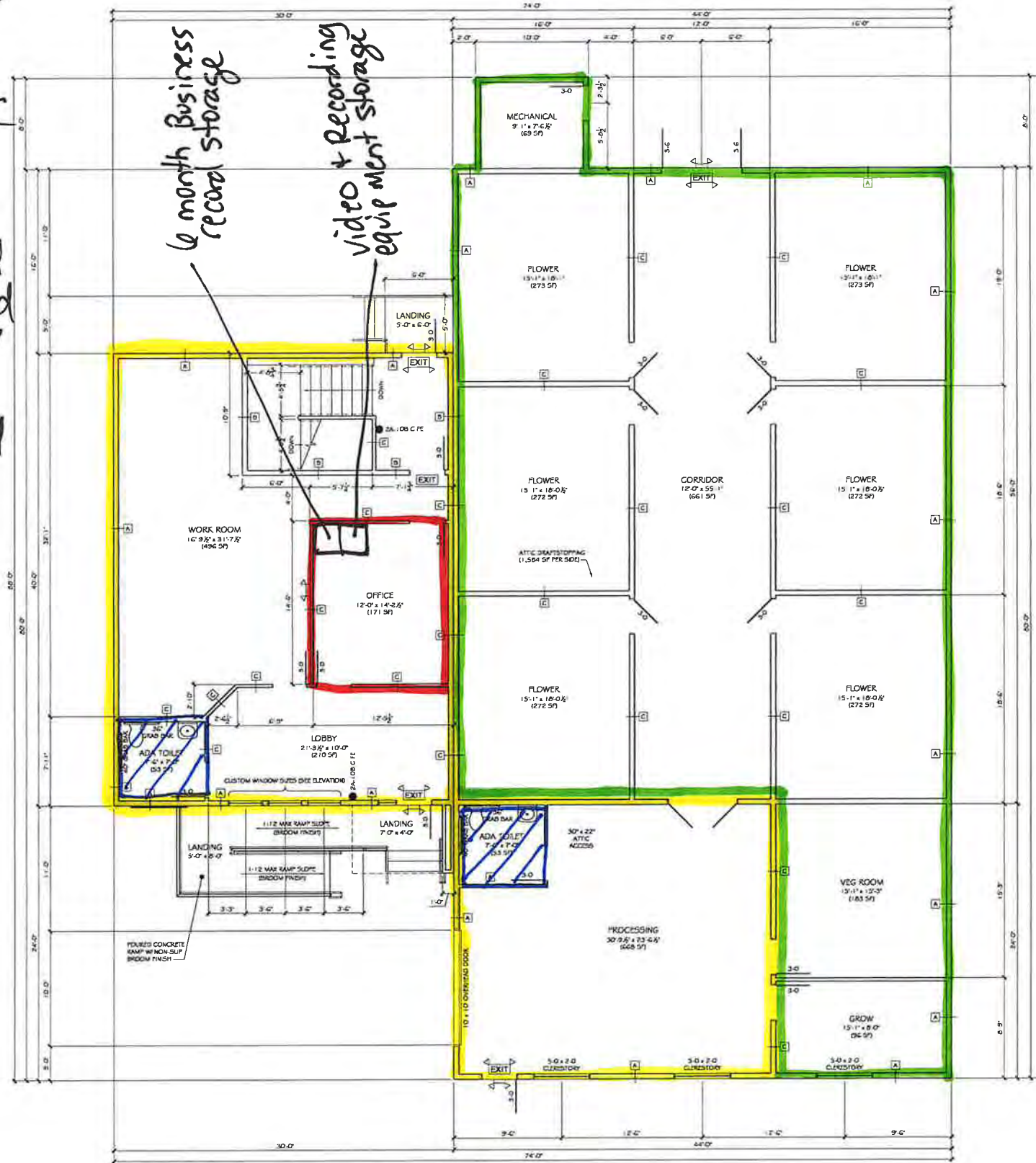
Date

AMCO Comments:

[Empty box for AMCO Comments]

The Connoisseur, LLC
License # 13487
+
Connoisseur Crude, LLC
License # 32215

- proposed Licensed Premises / Restricted Access Area - 13487
- proposed Licensed Premises / Restricted Access Area - 32215
- Shared office 13487 + 32215
- un-restricted Restrooms



- = EMERGENCY EGRESS ILLUMINATION (PER IBC 1006.3)
- = ILLUMINATED EXIT SIGN (PER IBC 1011)
- = COMBINATION EMERGENCY EGRESS ILLUMINATION + ILLUMINATED EXIT SIGN (PER IBC 1006.3 + IBC 1011)

Diagrams 1, 2 + 5

MAIN FLOOR PLAN
SCALE: 1/4" = 1'-0"

III COPYRIGHT NOTICE 111
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REV.	DATE	DESCRIPTION	APP.	3-25-23	ARCHITECTURAL APPROVAL	JMR
1	12-29-22	ISSUED FOR REVIEW	JMR	-	-	-
2	1-03-23	ISSUED FOR REVIEW	JMR	-	-	-
3	2-15-23	ISSUED FOR REVIEW	JMR	-	-	-
4	3-10-23	STRUCTURAL APPROVAL	JMR	-	-	-

DRAWN BY: JMR
 CHECKED BY: ARR
 PAGE NO: 4 of 6
 SHEET NUMBER: A4

ORIGINAL PAPER SIZE: 24" x 36"



3200 W. Top of the World Circle
**Connoisseur
Grow Facility**

WVF
 New Blissett, Architect • POB 923 • Palmer, Alaska 99665 • 907.376.4243
 alaskaplans
 CONSULTING & DESIGN
 P.O. BOX 870081
 WASILLA, AK 99591
 907.841.1942

**INTRODUCTION FOR PUBLIC
HEARING LEGISLATIVE**

Amending MSB 8.40

Resolution No. 24-05

(Page 55 - 72)

INTRODUCTION FOR PUBLIC HEARING

MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 24-049

SUBJECT: AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY AMENDING MSB 8.40 REGARDING TRANSFERS OF ALCOHOLIC BEVERAGE LICENSES FROM THE BOROUGH INTO THE CITIES.

AGENDA OF: February 6, 2024

ASSEMBLY ACTION:

AGENDA ACTION REQUESTED: Refer for Planning Commission review.

Route To	Signatures
Originator	X N S for Assembly member Y ... <small>Signed by: Nicholas Spiropoulos</small> <small>1 / 24 / 2024</small>
Department Director	X A l e x S t r a w n <small>Signed by: Alex</small> <small>1 / 24 / 2024</small>
Finance Director	X C h e y e n n e H e i n d e l <small>Signed by: Cheyenne Heindel</small> <small>1 / 24 / 2024</small>
Borough Attorney	X N i c h o l a s S p i r o p o u l o s <small>Signed by: Nicholas Spiropoulos</small> <small>1 / 24 / 2024</small>
Borough Manager	X M i c h a e l B r o w n <small>Signed by: Michael Brown</small> <small>1 / 24 / 2024</small>
Borough Clerk	X L o n n i e M c K e c h n i e <small>Signed by: Lonnie McKechnie</small> <small>1 / 24 / 2024</small>

ATTACHMENT (S): Ordinance Serial No. 24-031 (13 pp)

SUMMARY STATEMENT: This ordinance is sponsored by Assemblymember Yundt to update Borough code, align with State law, and remove portions of code.

There are various types of alcoholic beverage licenses in the State of Alaska and the regulations governing those licenses are complex. In general, there are population limits such that only a certain number of various types of licenses may be had within a municipality depending on the population of the municipality. This can lead to a situation where there are categories of licenses with no new licenses available within a city or borough.

In 2007, State law was amended to allow a transfer of an alcoholic beverage dispensary license from a borough into a city, regardless of population limits, so long as the city council and borough assembly approved it. A restriction was placed in state law that only three such transfers could occur per decade.

In 2008, the Matanuska-Susitna Borough Assembly approved Ordinance Serial No. 08-067, with IM 08-110, to provide a mechanism in MSB code to process and consider such applications. However, in 2008, the Matanuska-Susitna Borough Assembly decided that under Borough code, such applications would be limited to one per decade. The IM explained that limiting the transfers to once per decade would minimize competition among the cities and "If it becomes apparent that additional licenses should be allowed to relocate into one city per decade, the process could be amended at that time."

Recently, state law was updated, rearranged, and expanded in some areas. Specifically, as of January 1, 2024, state law now allows for three transfers into each city per decade. Additionally, additional types of licenses can be transferred, not just beverage dispensary licenses. AS 04.11.400(k) now allows for transfer of package store licenses, brewery retail licenses, winery retail licenses, and allows for beverage dispensary licenses to be transferred to a restaurant, eating place, hotel, motel, resort, or similar business. This proposed ordinance will amend Matanuska-Susitna Borough code to allow for additional types of license transfers as allowed by state law. In addition, it has become apparent that additional licenses should be allowed to relocate into a city more than once per decade, so this ordinance will change the number from one to three per city per decade.

MSB 8.40 contains a section on "Assembly hearings of resident objections." This section would be deleted for a few reasons. First, the Matanuska-Susitna Borough does not regulate all types of alcoholic beverage licenses. Second, if a resident has an objection to some form of license not regulated by the Matanuska-Susitna Borough, there is a mechanism in state law to object directly with the Alcoholic Beverage Control Board. Third, and most important, having a hearing before the Borough Assembly on matters related to alcoholic beverage licensing confuses the roles between the Borough Assembly and the Planning Commission. Objections to licenses regulated by the Matanuska-Susitna Borough are properly brought before the Planning Commission when it considers the license. Staff for the Matanuska-Susitna Borough in January 2024 cannot recall this portion of code ever being used.

Other changes update the wording used in the ordinance, such as removing the word "liquor." Finally, on application for a license transfer, the timeline for processing is extended and the timeline for the planning director to prepare the analysis is extended so

that there is time to take into account public comments.

RECOMMENDATION OF ADMINISTRATION: Refer to Planning Commission for review and then introduce and set for public hearing.

CODE ORDINANCE

Sponsored by: Assemblymember Yundt

Introduced:

Public Hearing:

Action:

**MATANUSKA-SUSITNA BOROUGH
ORDINANCE SERIAL NO. 24-031**

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY AMENDING MSB 8.40 REGARDING TRANSFERS OF ALCOHOLIC BEVERAGE LICENSES FROM THE BOROUGH INTO THE CITIES.

WHEREAS, the intent and rationale of this ordinance are found in the accompanying Information Memorandum No. 24-049

BE IT ENACTED:

Section 1. Classification. This ordinance is of a general and permanent nature and shall become a part of the Borough Code.

Section 2. Amendment of chapter. MSB 8.40 is hereby amended to read as follows:

CHAPTER 8.40: [LIQUOR LICENSE] **ALCOHOLIC BEVERAGE LICENSE**

REFERRALS

8.40.010 Review of [LIQUOR] **alcoholic beverage** license referrals

8.40.020 Waiver

8.40.030 Borough protest; **resident objection**

8.40.040 Resident objection to operating facilities

[8.40.050 ASSEMBLY HEARINGS OF RESIDENT OBJECTIONS]

8.40.060 Review of [LIQUOR] **alcoholic beverage** license referral for relocation

8.40.070 Application process

8.40.080 Notice

8.40.090 Application review

8.40.010 REVIEW OF [LIQUOR] ALCOHOLIC BEVERAGE LICENSE REFERRALS.

(A) Upon notice from the Alaska Alcoholic Beverage Control Board of an application within the borough for the issuance, renewal, or transfer of location or transfer to another person of any alcoholic beverage[S] license, endorsement, or permit, as defined in [A.S. 04.11.080] AS 04.09, the planning and land use department shall:

(1) review the application for compliance with MSB 17.70 to determine that no borough permit is required, or that the applicant has obtained any borough permits required and no violations to a borough permit exist;

(2) determine, through finance department review, whether the applicant has delinquent debts or taxes owing to the borough arising from conduct of the business making the application; and

(3) determine whether there is any current or pending [ASSEMBLY] borough protest to the application.

8.40.030 BOROUGH PROTEST; RESIDENT OBJECTION.

(A) If the planning and land use department determines that any of the requirements of MSB 8.40.010 are not satisfied, the department shall, within 30 calendar days of receipt of the notice of the application, notify the Alaska Alcoholic Beverage Control

Board that the borough protests the application. The protest shall state the reasons for the protest.

(B) In addition to protests generated by the department, a borough resident may generate [A PROTEST] an objection to the application for the issuance, renewal, or transfer of location, or transfer to another person of any alcoholic beverage license, endorsement, or permit, as defined in [A.S. 04.11.480] AS 04.09, by:

(1) notifying [THE ASSEMBLY OR] the planning and land use department of the [PROTEST] objection; or

(2) [PROTESTING] objecting directly[, UNDER A.S. 04.11.070,] to the Alaska Alcoholic Beverage Control Board.

(C) The department shall provide the applicant with a copy of any protest and/or objection.

(D) The department shall withdraw the borough protest when the basis for the protest is eliminated.

8.40.040 RESIDENT OBJECTION TO OPERATING FACILITIES.

(A) Any borough resident may object to the operation of any alcoholic beverages entity or facility currently licensed or permitted under [A.S. 04.11.080] AS 04.09. The statement of objection shall be filed with the planning and land use department or to the Alaska Alcoholic Beverage Control Board.

(B) The department shall investigate all objections to determine validity and whether they constitute violation of

MSB 17.70. If a code violation exists, the department shall take all steps necessary to cure the violation. If no violation exists, but the objection presents a valid grievance, the department shall work with the licensee and the objecting resident to resolve the grievance. Any decision, agreement or solution, or failure to resolve the grievance shall be reported in writing to the objecting resident and the licensee. If the department determines that the objection does not present a valid grievance, it shall so report to the objecting resident and the licensee.

[8.40.050 ASSEMBLY HEARINGS OF RESIDENT OBJECTIONS.

(A) IF THE OBJECTING RESIDENT FINDS THE DEPARTMENT RESOLUTION INADEQUATE, THE RESIDENT MAY FILE WITH THE CLERK A REQUEST FOR HEARING BEFORE THE ASSEMBLY. THE CLERK SHALL FORWARD THE REQUEST TO THE ASSEMBLY, ALONG WITH A REPORT FROM THE PLANNING AND LAND USE DEPARTMENT.

(B) THE ASSEMBLY SHALL DETERMINE WHETHER THE REQUEST FILED PRESENTS A VALID GRIEVANCE AND WHETHER A HEARING IS NECESSARY. IF NECESSARY, A HEARING SHALL BE SCHEDULED, WITH WRITTEN NOTIFICATION STATING THE DATE, TIME, AND PURPOSE OF THE HEARING PROVIDED TO ALL PARTIES. NOTICE SHALL BE PUBLISHED AT LEAST FIVE DAYS IN ADVANCE OF THE HEARING.

(C) THE ASSEMBLY HEARING SHALL BE CONDUCTED IN ACCORDANCE WITH THE PROCEDURES ADOPTED BY THE ASSEMBLY, AND MAY BE CONTINUED AS NECESSARY. DECISIONS OF THE ASSEMBLY SHALL BE GUIDED BY THE

STANDARDS IN MSB 17.70.100 (A) (2) AND 17.70.110 (B). WITHIN 30 DAYS OF THE HEARING, THE ASSEMBLY SHALL SUBMIT A WRITTEN DECISION SETTING OUT ITS FINDINGS AND THE REASONS FOR THE FINDINGS TO THE DEPARTMENT, THE OBJECTING RESIDENT, THE LICENSEE, AND OTHER PARTIES AS NEEDED.

(D) IF THE ASSEMBLY CONCLUDES THAT THE RESIDENT'S OBJECTION PRESENTS A PROBLEM SUFFICIENTLY DETRIMENTAL TO THE INTERESTS OF THE BOROUGH, IT MAY FIND:

(1) THAT THE MATTERS COMPLAINED OF CREATE AN UNNECESSARY OR INAPPROPRIATE ADVERSE IMPACT ON THE NEIGHBORHOOD AND THEREFORE WARRANT A PROTEST OF LICENSE RENEWAL TO BE MADE TO THE ALASKA ALCOHOLIC BEVERAGE CONTROL BOARD UPON RECEIPT OF NOTICE OF AN APPLICATION FOR LICENSE RENEWAL; OR

(2) THAT THE MATTERS COMPLAINED OF WARRANT AN IMMEDIATE BOROUGH PETITION TO THE ALASKA ALCOHOLIC BEVERAGE CONTROL BOARD SEEKING REVOCATION OR SUSPENSION OF THE LICENSE AT ISSUE.

(E) AT ANY TIME AFTER THE ASSEMBLY HAS DETERMINED EITHER TO PROTEST RENEWAL OF THE LICENSE, OR TO SEEK REVOCATION OR SUSPENSION OF THE LICENSE, THE LICENSEE MAY REQUEST A NEW HEARING BEFORE THE ASSEMBLY. THE REQUEST SHALL SET OUT WITH SPECIFICITY ALL ACTIONS THE LICENSEE HAS TAKEN TO CURE THE ORIGINAL PROBLEM AND ANY MATERIAL CHANGE IN CIRCUMSTANCES JUSTIFYING A NEW DECISION BY THE ASSEMBLY. THE ASSEMBLY SHALL CONSIDER THE REQUEST FOR A HEARING, NOTIFY THE PARTIES, PUBLISH NOTICE OF THE HEARING, CONDUCT THE

HEARINGS, AND MAKE FINDINGS UNDER THE SAME RULES USED FOR INITIAL OBJECTION HEARINGS UNDER THIS SECTION.

(F) IF THE ASSEMBLY FINDS THE BASIS FOR THE ORIGINAL PROTEST, SUSPENSION, OR REVOCATION DECISION NO LONGER EXISTS, IT MAY RESCIND THE PRIOR DECISION. THE CLERK SHALL PROVIDE IMMEDIATE NOTICE OF THE RESCISSION TO THE ALASKA ALCOHOLIC BEVERAGE CONTROL BOARD.]

8.40.060 REVIEW OF [LIQUOR] ALCOHOLIC BEVERAGE LICENSE REFERRAL FOR RELOCATION.

(A) In accordance with [AS 04.11.400(m)] AS 04.11.400(k), the [MSB] borough [A] assembly shall consider a request for the relocation of a license specified in AS 04.11.400(k) [AN EXISTING BEVERAGE DISPENSARY LICENSE] to or from an [UNINCORPORATED] area within the borough to or from an incorporated city within the borough upon notice from the Alaska Alcoholic Beverage Control Board and as provided by this chapter.

(1) The assembly's decision to approve or disapprove an application shall be based on review of the application for the proposed relocation, the planning director's best interest finding, staff recommendation, public testimony, and other information the assembly, in its discretion, deems relevant.

(2) Assembly decision on this matter is a final legislative decision and is not subject to appeal.

8.40.070 APPLICATION PROCESS.

(A) An applicant under this chapter shall submit a complete

[LIQUOR] alcoholic beverage license relocation application to the planning director on a form provided by the planning department.

(1) Not more than [ONE] three relocations of [AN EXISTING BEVERAGE DISPENSARY LICENSE] licenses eligible for transfer under AS 04.11.400(k) from an unincorporated area to [a particular] each incorporated city shall occur each decade. "Decade" means each ten-year period beginning April 1st in a year ending in zero. [IN ACCORDANCE WITH AS 04.11.400(M) THE FIRST DECADE SHALL EXTEND FROM JUNE 25, 2007, THROUGH MARCH 31, 2010.]

(2) The application will be considered incomplete and not acceptable for further action if, through finance department review, it is determined that the existing [BEVERAGE DISPENSARY] alcoholic beverage licensed facility or the applicant has delinquent debts or taxes owing to the borough arising from the conduct of the existing business or the business making the application. An application shall be considered incomplete if the required fee is not included at the time the application is submitted.

(3) The planning director will review the application for completeness. The director may reject any application which is incomplete or fails to meet the requirements of this section. An incomplete application shall be sent to the applicant with a written explanation of application deficiencies within [TEN WORKING] thirty calendar days of the date the application is

received in the planning department. Once the deficiencies have been corrected, the complete application will be considered received and will be processed.

(4) Applications determined to be complete will be considered in the order in which the complete applications are received.

(B) A complete application will contain the following:

(1) a nonrefundable application fee as established by the assembly, payable to the Matanuska-Susitna Borough[, SHALL BE SUBMITTED WITH THE APPLICATION];

(2) a complete copy of the material required by the Alcoholic Beverage Control Board for the relocation including any additional material required by the subject incorporated city;

(3) proof of the incorporated city governing body approval of the relocation;

(4) a map with the application illustrating existing operational [BEVERAGE DISPENSARY] alcoholic beverage licensed facilities in a radius of ten miles of the existing licensed facility. If no [BEVERAGE DISPENSARY] alcoholic beverage licensed facilities exist within ten miles of the existing licensed facility, the applicant shall provide a map showing the nearest similar operational licensed facility;

(5) proof that the applicant is:

(a) the owner of the license that is to be transferred into the incorporated city; or

(b) the purchaser under a contract to purchase the license that is to be transferred into the city under which the obligations of the purchaser to purchase, and the seller to sell, the license are unconditional except for the following:

(i) approval of the transfer of location of the license by the incorporated city;

(ii) approval of the transfer of location of the license by the Matanuska-Susitna Borough;

(iii) approval of the transfer of location of the license, and transfer of ownership of the license to the applicant, by the Alcoholic Beverage Control Board; and

[(IV) A STATEMENT OF FINANCIAL INTEREST (SIGNED BY THE APPROPRIATE CORPORATE OFFICERS AND NOTARIZED)];

(6) the following information about the existing **alcoholic beverage** licensed facility and the facility to which the license is proposed to be relocated:

(a) location;

(b) days and hours of operation;

(c) seating capacity at the bar, tables and chairs;

(d) average number of employees; and

(e) characteristics of the neighborhood within one mile to include the existence and location of other [LIQUOR] **alcoholic beverage** licensed facilities, commercial establishments, schools, churches, and community councils:

- (i) percent residential;
- (ii) percent commercial; and
- (iii) percent rural.

8.40.080 NOTICE.

(A) When a complete application is received, the borough shall give notice of the application by publication in the newspaper of general circulation in the borough within [TEN WORKING] **thirty calendar** days. Notice of the application shall also be mailed to owners of all property within one-half mile from the exterior boundary of the property of the existing **alcoholic beverage** licensed facility and one-half mile from the exterior boundary of the proposed relocation property. Notice of the application shall also be posted at the existing **alcoholic beverage** licensed facility for the duration of the review process.

(B) A copy of the material submitted to the borough shall be sent to the community council(s) in which the existing **alcoholic beverage** licensed facility is located or within one mile thereof.

(C) A copy of the material submitted to the borough shall be sent to the community council(s) if the proposed location within an incorporated city is within one mile from the boundary of a community council(s).

(D) A copy of the material submitted to the borough shall be sent to the other incorporated cities in the borough.

(E) The applicant shall pay the cost of all mailings and advertisements as required by MSB 8.40.060 in addition to application fees.

(F) Members of the public and active community council(s) notified in accordance with this section shall have 30 calendar days from the date the complete application is received by the borough to provide a written comment concerning the proposed relocation to the planning director.

8.40.090 APPLICATION REVIEW.

(A) The planning director shall evaluate the application for relocation in consideration of its possible effects on the borough, the area from where the license is coming, and the area to where it is proposed to be relocated. The planning director will consider the following criteria:

- (1) potential economic effects;
- (2) potential future need of a license in an unincorporated area of the borough;
 - (a) the impact of the transfer on the availability of licenses in the unincorporated area;
- (3) impact to access to similar licensed facilities;
- (4) community council(s) comment;
- (5) decision of the affected city;
- (6) public comment; and
- (7) other relevant information.

(B) Within 30 calendar days of [RECEIPT OF A COMPLETE APPLICATION] the end of the comment period, the planning director shall prepare a best interest finding and a resolution recommending assembly approval or denial of the relocation application. The matter will be placed on the agenda for the next regular meeting of the assembly.

(C) After notice and public hearing, the assembly shall approve or disapprove the application, taking into consideration the best interest finding, staff recommendation, public testimony, and other relevant information.

(D) The planning director shall notify the applicant, the owner of the existing licensed alcoholic beverage [DISPENSARY] facility, the affected incorporated city, and the Alcoholic Beverage Control Board of the assembly decision.

Section 3. Effective date. This ordinance shall take effect upon adoption.

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2024.

EDNA DeVRIES, Borough Mayor

ATTEST:

LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

CHAPTER 8.40: LIQUOR LICENSE REFERRALS

Section

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[8.40.030 Borough protest](#)

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[8.40.070 Application process](#)

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[8.40.090 Application review](#)

8.40.010 REVIEW OF LIQUOR LICENSE REFERRALS.

(A) Upon notice from the Alaska Alcoholic Beverage Control Board of an application within the borough for the issuance, renewal, or transfer of location or transfer to another person of any alcoholic beverages license or permit, as defined in A.S. 04.11.080, the planning and land use department shall:

- (1) review the application for compliance with MSB 17.70 to determine that no permit is required, or that the applicant has obtained any permits required and no violations to a permit exist;
- (2) determine, through finance department review, whether the applicant has delinquent debts or taxes owing to the borough arising from conduct of the business making the application; and
- (3) determine whether there is any current or pending assembly protest to the application.

(Ord. 94-001AM, § 8 (part), 1994)

8.40.020 WAIVER.

If the planning and land use department determines that the requirements of MSB [8.40.010](#) are satisfied, the department shall, within 30 calendar days of receipt of notice of the application, notify the Alaska Alcoholic Beverage Control Board that the borough waives its right to protest the application.

(Ord. 94-001AM, § 8 (part), 1994)

8.40.030 BOROUGH PROTEST.

(A) If the planning and land use department determines that any of the requirements of MSB [8.40.010](#) are not satisfied, the department shall, within 30 days of receipt of the notice of the application, notify the Alaska Alcoholic Beverage Control Board that the borough protests the application. The protest shall state the reasons for the protest.

(B) In addition to protests generated by the department, a borough resident may generate a protest to the application for the issuance, renewal, or transfer of location, or transfer to another person of any alcoholic beverage license or permit, as defined in A.S. 04.11.480, by:

- (1) notifying the assembly or the planning and use department of the protest; or
- (2) protesting directly, under A.S. 04.11.070, to the Alaska Alcoholic Beverage Control Board.

(C) The department shall provide the applicant with a copy of any protest.

(D) The department shall withdraw the protest when the basis for the protest is eliminated.

(Ord. 94-001AM, § 8 (part), 1994)

8.40.040 RESIDENT OBJECTION TO OPERATING FACILITIES.

(A) Any borough resident may object to the operation of any alcoholic beverages entity or facility currently licensed or permitted under A.S. 04.11.080. The statement of objection shall be filed with the planning and land use department.

(B) The department shall investigate all objections to determine validity and whether they constitute violation of MSB 17.70. If a code violation exists, the department shall take all steps necessary to cure the violation. If no violation exists, but the objection presents a valid grievance, the department shall work with the licensee and the objecting resident to resolve the grievance. Any decision, agreement or solution, or failure to resolve the grievance shall be reported in writing to the objecting resident and the licensee. If the department determines that the objection does not present a valid grievance, it shall so report to the objecting resident and the licensee.

(Ord. 94-001AM, § 8 (part), 1994)

8.40.050 ASSEMBLY HEARINGS OF RESIDENT OBJECTIONS.

(A) If the objecting resident finds the department resolution inadequate, the resident may file with the clerk a request for hearing before the assembly. The clerk shall forward the request to the assembly, along with a report from the planning and land use department.

(B) The assembly shall determine whether the request filed presents a valid grievance and whether a hearing is necessary. If necessary, a hearing shall be scheduled, with written notification stating the date, time, and

purpose of the hearing provided to all parties. Notice shall be published at least five days in advance of the hearing.

(C) The assembly hearing shall be conducted in accordance with the procedures adopted by the assembly, and may be continued as necessary. Decisions of the assembly shall be guided by the standards in MSB 17.70.100(A)(2) and 17.70.110(B). Within 30 days of the hearing, the assembly shall submit a written decision setting out its findings and the reasons for the findings to the department, the objecting resident, the licensee, and other parties as needed.

(D) If the assembly concludes that the resident's objection presents a problem sufficiently detrimental to the interests of the borough, it may find:

(1) that the matters complained of create an unnecessary or inappropriate adverse impact on the neighborhood and therefore warrant a protest of license renewal to be made to the Alaska Alcoholic Beverage Control Board upon receipt of notice of an application for license renewal; or

(2) that the matters complained of warrant an immediate borough petition to the Alaska Alcoholic Beverage Control Board seeking revocation or suspension of the license at issue.

(E) At any time after the assembly has determined either to protest renewal of the license, or to seek revocation or suspension of the license, the licensee may request a new hearing before the assembly. The request shall set out with specificity all actions the licensee has taken to cure the original problem and any material change in circumstances justifying a new decision by the assembly. The assembly shall consider the request for a hearing, notify the parties, publish notice of the hearing, conduct the hearings, and make findings under the same rules used for initial objection hearings under this section.

(F) If the assembly finds the basis for the original protest, suspension, or revocation decision no longer exists, it may rescind the prior decision. The clerk shall provide immediate notice of the rescission to the Alaska Alcoholic Beverage Control Board.

(IM 96-001, pg. 1, presented 1-16-96; Ord. 94-001AM, § 8 (part), 1994)

8.40.060 REVIEW OF LIQUOR LICENSE REFERRAL FOR RELOCATION.

(A) In accordance with AS 04.11.400(m), the MSB Assembly shall consider a request for the relocation of an existing beverage dispensary license to or from an unincorporated area within the borough to or from an incorporated city within the borough upon notice from the Alaska Alcoholic Beverage Control Board and as provided by this chapter.

(1) The assembly's decision to approve or disapprove an application shall be based on review of the application for the proposed relocation, the planning director's best interest finding, staff recommendation, public testimony, and other information the assembly, in its discretion, deems relevant.

(2) Assembly decision on this matter is a final legislative decision and is not subject to appeal.

(Ord. 08-067(AM), § 2, 2008)

8.40.070 APPLICATION PROCESS.

(A) An applicant under this chapter shall submit a complete liquor license relocation application to the planning director on a form provided by the planning department.

(1) Not more than one relocation of an existing beverage dispensary license from an unincorporated area to a particular incorporated city shall occur each decade. "Decade" means each ten-year period beginning April 1st in a year ending in zero. In accordance with AS 04.11.400(m), the first decade shall extend from June 25, 2007, through March 31, 2010.

(2) The application will be considered incomplete and not acceptable for further action if, through finance department review, it is determined that the existing beverage dispensary licensed facility or the applicant has delinquent debts or taxes owing to the borough arising from the conduct of the existing business or the business making the application. An application shall be considered incomplete if the required fee is not included at the time the application is submitted.

(3) The planning director will review the application for completeness. The director may reject any application which is incomplete or fails to meet the requirements of this section. An incomplete application shall be sent to the applicant with a written explanation of application deficiencies within ten working days of the date the application is received in the planning department. Once the deficiencies have been corrected, the complete application will be considered received and will be processed.

(4) Applications determined to be complete will be considered in the order in which the complete applications are received.

(B) A complete application will contain the following:

(1) a nonrefundable application fee as established by the assembly, payable to the Matanuska-Susitna Borough, shall be submitted with the application;

(2) a complete copy of the material required by the Alcoholic Beverage Control Board for the relocation including any additional material required by the subject incorporated city;

(3) proof of the incorporated city governing body approval of the relocation;

(4) a map with the application illustrating existing operational beverage dispensary licensed facilities in a radius of ten miles of the existing licensed facility. If no beverage dispensary licensed facilities exist within

ten miles of the existing licensed facility, the applicant shall provide a map showing the nearest similar operational licensed facility;

(5) proof that the applicant is:

(a) the owner of the license that is to be transferred into the incorporated city; or

(b) the purchaser under a contract to purchase the license that is to be transferred into the city under which the obligations of the purchaser to purchase, and the seller to sell, the license are unconditional except for the following:

(i) approval of the transfer of location of the license by the incorporated city;

(ii) approval of the transfer of location of the license by the Matanuska-Susitna Borough;

(iii) approval of the transfer of location of the license, and transfer of ownership of the license to the applicant, by the Alcoholic Beverage Control Board; and

(iv) a statement of financial interest (signed by the appropriate corporate officers and notarized);

(6) the following information about the existing licensed facility and the facility to which the license is proposed to be relocated:

(a) location;

(b) days and hours of operation;

(c) seating capacity at the bar, tables and chairs;

(d) average number of employees; and

(e) characteristics of the neighborhood within one mile to include the existence and location of other liquor licensed facilities, commercial establishments, schools, churches, and community councils:

(i) percent residential;

(ii) percent commercial; and

(iii) percent rural.

(Ord. 08-067(AM), § 3, 2008)

8.40.080 NOTICE.

- (A) When a complete application is received, the borough shall give notice of the application by publication in the newspaper of general circulation in the borough within ten working days. Notice of the application shall also be mailed to owners of all property within one-half mile from the exterior boundary of the property of the existing licensed facility and one-half mile from the exterior boundary of the proposed relocation property. Notice of the application shall also be posted at the existing licensed facility for the duration of the review process.
- (B) A copy of the material submitted to the borough shall be sent to the community council(s) in which the existing licensed facility is located or within one mile thereof.
- (C) A copy of the material submitted to the borough shall be sent to the community council(s) if the proposed location within an incorporated city is within one mile from the boundary of a community council(s).
- (D) A copy of the material submitted to the borough shall be sent to the other incorporated cities in the borough.
- (E) The applicant shall pay the cost of all mailings and advertisements as required by MSB [8.40.060](#) in addition to application fees.
- (F) Members of the public and active community council(s) notified in accordance with this section shall have 30 days from the date the complete application is received by the borough to provide a written comment concerning the proposed relocation to the planning director.

(Ord. 08-067(AM), § 4, 2008)

8.40.090 APPLICATION REVIEW.

- (A) The planning director shall evaluate the application for relocation in consideration of its possible effects on the borough, the area from where the license is coming, and the area to where it is proposed to be relocated. The planning director will consider the following criteria:
- (1) potential economic effects;
 - (2) potential future need of a license in an unincorporated area of the borough;
 - (a) the impact of the transfer on the availability of licenses in the unincorporated area;
 - (3) impact to access to similar licensed facilities;
 - (4) community council(s) comment;
 - (5) decision of the affected city;
 - (6) public comment; and

(7) other relevant information.

(B) Within 30 days of receipt of a complete application, the planning director shall prepare a best interest finding and a resolution recommending assembly approval or denial of the relocation application. The matter will be placed on the agenda for the next regular meeting of the assembly.

(C) After notice and public hearing, the assembly shall approve or disapprove the application, taking into consideration the best interest finding, staff recommendation, public testimony, and other relevant information.

(D) The planning director shall notify the applicant, the owner of the existing licensed beverage dispensary facility, the affected incorporated city, and the Alcoholic Beverage Control Board of the assembly decision.

(Ord. 08-067(AM), § 5, 2008)

COMMISSION BUSINESS

COMMISSION BUSINESS



MATANUSKA-SUSITNA BOROUGH

Planning and Land Use Department

350 East Dahlia Avenue • Palmer, AK 99645


Phone (907) 861-7822

www.matsugov.us

MEMORANDUM

DATE: February 15, 2024

TO: Planning Commissioners

FROM: Alex Strawn, Planning and Land Use Director 

SUBJECT: Tentative Future PC Items

Upcoming PC Actions

Quasi-Judicial

- Dime Bag – Marijuana Retail Facility; 6298B01L002 (Staff: Peggy Horton)
- The Aardvark – Alcoholic Beverage Dispensary; 1454000L001 (Staff: Peggy Horton)
- Smoke Out Point – Marijuana Retail Facility; 2209B02L001A (Staff: Rick Benedict)
- Luiten on Big Lake – Variance; 6285000T001A (Staff: Peggy Horton)
- Craft Cannabis Cabin – Marijuana Retail Facility; 1842B01L007 (Staff: Rick Benedict)
- Northern Gravel & Trucking LLC – Earth Materials Extraction; 18N02E03B005 (Staff: Peggy Horton)
- Back Acres LLC – Earth Materials Extraction; 17N02E23A017 (Staff: Peggy Horton)
- Ficklin Gravel Products LLC – Earth Materials Extraction; 16N04W03A009 (Staff: Rick Benedict)
- Mountain Gravel Investments – Earth Materials Extraction; 18N01E35C006 (Staff: Peggy Horton)
- Meadow Lakes Holiday – Alcohol Package Store; 17N02W09A014 & 17N02W09A022 (Staff: Rick Benedict)
- Butte Land Co. – Earth Materials Extraction; 17N02E35A024 (Staff: Peggy Horton)
- New Horizons Telecom – Tall Structure; 17N03E30A012 (Staff: Rick Benedict)

Legislative

- Historic Preservation Plan (HPP) (Staff: Gerrit Verbeek)
- Municipal Separate Storm Sewer System (MS4) (Staff: Kim Sollien)
- MSB Borough-Wide Comprehensive Plan (Staff: Kelsey Anderson)
- Glacier View Comprehensive Plan Update (Staff: Leda Borys)
- Corridor Studies (Staff: Kim Sollien)
- Public Transit Plan (Staff: Kim Sollien and Maija DiSalvo)
- Amending MSB 17.59 Standardize definitions for lake management regulations (Staff: Alex Strawn)