

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
Vacant, Planning Services Manager
Jason Ortiz, Development Services Manager
Fred Wagner, Platting Officer
Vacant, Planning Clerk
Corinne Lindfors, Planning Clerk Assistant

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

July 15, 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: June 17, 2024
- B. INTRODUCTION FOR PUBLIC HEARING: QUASI-JUDICIAL MATTERS
- C. INTRODUCTION FOR PUBLIC HEARING: LEGISLATIVE MATTERS
- V. COMMITTEE REPORTS
- VI. AGENCY/STAFF REPORTS:
 - A. North Lakes Community Council presentation.
- 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*).
- Resolution 24-08** A Conditional Use Permit in accordance with MSB 17.60 – Conditional Uses for the Operation of a Marijuana Retail Facility. The proposed operation is at 4200 E. Snider Drive Tax ID# 5274B03L007A. (Applicant: Justin Benson, on behalf of Shoreline Cannabis; Staff: Rick Benedict, Current Planner)
- X. PUBLIC HEARING: LEGISLATIVE MATTERS
- Resolution 24-14** A Resolution of the Matanuska-Susitna Borough Planning Commission recommending that the Assembly reactivate the South Lakes Community Council. (Staff: Julie Spackman, Long Range Planner)
- 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.

**NORTH LAKES
COMMUNITY COUNCIL
PRESENTATION**

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**NORTH LAKES COMMUNITY COUNCIL RESOLUTION OF RECOMMENDATIONS TO MAT-SU
BOROUGH AND STATE OF ALASKA FOR BOGARD-SELDON ROAD CORRIDOR UPGRADES**

RESOLUTION DATED MAY 30, 2024

The undersigned Chair and Secretary on behalf of the **NORTH LAKES COMMUNITY COUNCIL** hereby sign the following resolutions:

WHEREAS, the Matanuska-Susitna Borough population has experienced exponential growth;

WHEREAS, the North Lakes Community Council area in the Matanuska-Susitna Borough has experienced an increase in residential subdivisions and corresponding increase in traffic;

WHEREAS, Bogard road and the roads adjacent to Bogard road have experienced an increase in traffic as a result of the increase in population and homes;

WHEREAS, the North Lakes Community Council area residents have experienced an increase in road accidents, speeding in residential neighborhoods, and difficulty safely accessing and egressing Bogard road;

WHEREAS, there is additional pedestrian traffic on Bogard and on adjacent roads as a result of the increase in population and adjacent schools;

WHEREAS the MSB 2035 Long Range Transportation Plan (LRTP), completed in 2017, recommended that the section of Bogard Road between the new Trunk Road and Seldon be widened to four lanes to accommodate increased traffic and provide pedestrian facilities;

WHEREAS the Matanuska-Susitna Borough Sub Area Solution Studies (SASS) and, in particular, the Bogard-Seldon Existing Conditions Report, dated November 2022 identified many of the same concerns as expressed by the North Lakes Community Council above;

WHEREAS the November 2022 Bogard-Seldon Existing Conditions Report also pointed out that there has been no activity on the MSB 2035 LRTP recommendation described above;

WHEREAS the residents of the North Lakes Community Council have simply seen these concerns grow in magnitude since the November 2022 SASS report;

And **WHEREAS**, the North Lakes Community Council area residents deserve safe roads and neighborhoods to raise our families, drive to work & school, and access area resources;

Now therefore, be it **RESOLVED** that the **NORTH LAKES COMMUNITY COUNCIL** make the following recommendations to the Matanuska-Susitna Borough and State of Alaska for Bogard Road and adjacent roads and subdivisions:

1. Avoid exacerbating existing road and traffic issues by updating codes for new construction projects / subdivisions, even if the construction occurs outside North Lakes

Community Council boundaries, for safe access and egress onto existing roads this includes, and is not limited to:

- Require contractors to upgrade existing roads, to accommodate the expected increase of utilization. I.e. new subdivisions should be constructed by upgrading roads to accommodate additional traffic;
 - require contractors to upgrade intersections;
 - disallow new roads to access major roads, such as Bogard, directly, instead build frontage roads and/or improve connector streets to direct new traffic to existing intersections;
 - upgrade existing residential roads and intersections;
 - include traffic calming measures into the codes in residential roads; and
 - require pedestrian access in neighborhoods, especially on major auxiliary roads;
2. Work with the state of Alaska Department of Transportation and Public Facilities to designate the Bogard corridor between Trunk Road and Seldon a Safety Corridor to provide additional funding and support and reduce fatal collision and major injury rates with both vehicles and pedestrians on this stretch of the road;
 3. Connect the bike path from Colony High to Wasilla High and along Seldon to Teeland Middle School;
 4. Create dedicated turn only lanes from Bogard into subdivisions / major intersections;
 5. Plan dedicated turn lanes out of subdivisions, especially Earl Drive, Tait Road, and Caribou;
 6. Recognize Caribou / Charley / Mariah as a connector road between Bogard and Wasilla Fishhook and upgrade those roads and intersections as needed to handle the existing and forecasted increase in traffic;
 7. Stop any further consideration of N. Travelair Drive as a collector street between Charley and Bogard. N. Travelair is a residential cul-de-sac / taxiway that runs through the existing Anderson Lake Airpark and crosses the approach end of the Anderson Lake (OAK1) airport;
 8. The planned roundabout upgrade at Bogard – Seldon intersection should include dedicated turn lanes to Bogard Eastbound and to Bogard Westbound;
 9. Remove the proposed road connecting Serendipity / Ron Larson Elementary to Bogard road from the long term transportation plan;
 10. Include rumble strips on the yellow center line and at the white right hand lines;

11. Plan for public transit and create bus stop areas;
12. Plan for a “park and ride” somewhere along the Bogard-Seldon corridor between Trunk Road and Wasilla Fishhook;
13. Request ditches to be graded to accommodate more snow (the snow berms accessing subdivisions in 2023 were very high and in order to get out of neighborhoods, cars needed to get onto Bogard to see around them);
14. Plan for motorized ATV’s and snow machines along Bogard;
15. Repair frost heaves on westbound Bogard near Williwaw and ruts on westbound Bogard near Barry’s Resort;
16. Remove dangerous trees that were damaged due to severe weather that are in close proximity or leaning toward roadways, pedestrian trails (including nature trails and sidewalks), MSBSD school properties, overhead utilities, and other critical infrastructure located within the Northlakes Community Council boundaries.

WE, THE UNDERSIGNED CHAIR AND SECRETARY DO CERTIFY THROUGH BOARD MOTION, ON BEHALF OF THE NORTH LAKES COMMUNITY COUNCIL AND RESIDENTS HEREIN, THIS RESOLUTION IS APPROVED.

Signed this 2nd day of June, 2024.

Rod Hanson

Rod Hanson (Jun 2, 2024 12:20 AKDT)

Rod Hanson, Chair

Pat Purcell

Pat Purcell (Jun 2, 2024 13:57 AKDT)

Patricia Purcell, Secretary

From: [Rod Hanson](#)
To: [Karol Riese](#); [Alex Strawn](#)
Cc: [Rachel Greenberg](#)
Subject: NLCC Request - Present Resolution at next Planning Commission Meeting
Date: Tuesday, June 18, 2024 3:52:27 PM
Attachments: [Approved Resolution - Bogard Seldon 060224.pdf](#)

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

Karol and Alex,

The NLCC recently approved a resolution outlining our concerns and recommendations for upgrades to the Bogard-Seldon Corridor. A copy of that resolution is attached. We would like an opportunity to present the resolution at the next Planning Commission meeting, which I believe is July 15, 2024.

Please include this resolution in the Meeting Packet for the Planning Commission and let us know if we can expect a dedicated time slot on the agenda or if we need to simply introduce the resolution during Public Comments.

We provided context and presented the resolution to the new MVP / MPO Policy Board earlier this afternoon. We are scheduled to do the same at the next Assembly Meeting on Monday, July 15, 2024 and have been added to the agenda as an "Agency Report".

We are also open to meeting with MSB Planning Staff in advance of the Planning Commission Meeting.

Thank you!

Rod Hanson
President, North Lakes Community Council
907-841-8735

PUBLIC HEARING QUASI-JUDICIAL

Resolution No. 24-08

Shoreline Cannabis

PUBLIC HEARING

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STAFF REPORT

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MATANUSKA-SUSITNA BOROUGH

Planning and Land Use Department

Development Services Division

350 East Dahlia Avenue • Palmer, AK 99645

Phone (907) 861-7822

www.matsugov.us

DEVELOPMENT SERVICES DIVISION STAFF REPORT

Date: June 5, 2024

File Number: M10302

Applicant: Justin Benson, for Shoreline Cannabis

Property Owner: J&T LLC

Request: Planning Commission Resolution 24-08
Conditional Use Permit for the Operation of a Marijuana Retail Facility in accordance with MSB Chapter 17.60 – Conditional Uses

Location: 4200 E. Snider Drive
Tax ID# 5274B03L007A

Size of Facility: Approximately 2,400 Square Feet

Reviewed By: Jason Ortiz, Development Services Manager *J.O.*

Staff: Rick Benedict, Current Planner

Staff Recommendation: Approval with conditions

EXECUTIVE SUMMARY

A conditional use permit application has been submitted to operate a marijuana retail facility in a commercial structure of approximately 2,400 square feet at 4200 E. Snider Drive. MSB 17.60.030 requires a conditional use permit to operate a marijuana retail facility in the borough. Unless this type of use is maintained under and in accordance with a lawfully issued permit, a marijuana retail facility is declared to be a public nuisance. Operation of such land uses without a permit is prohibited.

The subject parcel is situated within the Borough's Core Area. The proposed operation will not produce noise or traffic or process, manufacture, or store hazardous substances exceeding those thresholds described within MSB 17.61.020(A)(1) through (4). Furthermore, the operation will not

generate contaminated water runoff. Therefore, a Core Area Conditional Use Permit is not required based on the information provided within the application packet.

LAND USE

Existing Land Use:

The subject parcel is part of the Midway Estates subdivision and within the non-active South Lakes Community Council area. It is approximately 1.18 acres in size and situated south of and adjacent to East Palmer-Wasilla Highway. The applicant proposes to operate from an existing 60' x 40' structure on the subject property, which Borough records indicate was constructed around 2001. The subject building has been used commercially since approximately 2001, previously serving as a construction supply store.

The State of Alaska Alcohol and Marijuana Control Office has awarded the operation a marijuana retail store license in delegated status until the applicant obtains a conditional use permit to operate within the Borough. The proposed use accesses East Palmer-Wasilla Highway and East Snider Drive, for which the applicant has obtained driveway permits from the State of Alaska, the Department of Transportation and Public Facilities (ADOT&PF), and the Borough's permitting center.

Surrounding Land Use:

The area surrounding the subject parcel consists of a mix of commercial, industrial, and residential properties. Several commercial uses exist north, such as a telecommunication company, restaurant, and lumber sales yard. To the west is a commercial storage rental facility; to the south and east are residential uses, an industrial equipment storage yard, and a dog boarding facility.

East Palmer-Wasilla Highway is a state-maintained major arterial roadway capable of handling commercial traffic. East Snider Drive is a borough-maintained residential roadway accommodating light commercial and residential traffic. Within a mile in both directions of the proposed use, East Palmer-Wasilla Highway's frontage consists mostly of commercial land uses. The proposed use is approximately 268 feet north of the nearest residential structure and approximately 56 feet east of the nearest commercial structure.

REVIEW OF APPLICABLE CRITERIA AND FINDINGS

MSB 17.03 – Public Notification

On May 10, 2024, 63 notices were mailed to all property owners within a 600-foot radius of the use and landowners within the Midway Estates Subdivision. The notification for the permit application was published in the Frontiersman newspaper on May 1, 2024. The application material was emailed to internal and outside agencies and posted on the Borough website for public review on April 25, 2024. The proposed use is within the South Lakes Community Council area, which is inactive. Comments were received from ADOT&PF, the Mat-Su Borough's Pre-Design & Engineering Department (MSB PD&E), and the Central Mat-Su Fire & Life Safety Division. Two negative responses were received from the public.

Section 17.60.100 General Standards

(A) *A conditional use may be approved only if it meets with the requirements of this section in addition to any other standards required by this chapter:*

(B) *In granting a conditional use permit, the planning commission must make the following findings:*

(1) *the conditional use will preserve or not detract from the value, character, and integrity of the surrounding area;*

Findings of Fact:

1. The subject parcel is approximately 1.18 acres in size.
2. The subject parcel is within the boundary of the South Lakes Community Council, which is not active.
3. The subject parcel is part of the Midway Estates subdivision.
4. Based on the information provided by the applicant, a Core Area Conditional Use Permit in accordance with MSB 17.61.020(A)(1) through (4) is not required.
5. The applicant has submitted an authorization form signed by the property owner, permitting Shoreline Cannabis to operate as a marijuana retail store within the existing commercial building.
6. The proposed retail facility will be contained within an existing 60' x 40' commercial structure of approximately 2,400 square feet.
7. Borough records indicate that the existing building was constructed around 2001.
8. The subject building has been used commercially since approximately 2001, previously serving as a construction supply store.
9. According to the application material, the building's exterior is beige, with steel side panels, silver metal roofing, black accents, and black doors.
10. The proposed use will access East Palmer-Wasilla Highway and East Snider Drive, for which the applicant has obtained driveway permits from ADOT&PF (#26370) and the Borough's permitting center (#D28736).
11. Uses along the East Palmer-Wasilla Highway frontage are mostly commercial.
12. East Palmer-Wasilla Highway is a state-maintained major arterial roadway capable of handling commercial traffic.
13. East Snider Drive is a Borough-maintained residential roadway with commercial and residential uses along its frontage.
14. East Snider Drive can accommodate light commercial and residential traffic.
15. The proposed use is approximately 268 feet north of the nearest residential structure.
16. The proposed use is approximately 56 feet east of the nearest commercial structure.
17. The area surrounding the subject parcel is a mixture of commercial, industrial, and residential uses.
18. According to the application, the operation will have one metal and plastic advertising sign, 21' x 3', attached to the front of the proposed building.

19. The advertising sign will face the East Palmer-Wasilla Highway and be backlit during operating hours.
20. No advertising signage is proposed along the East Palmer-Wasilla Highway right-of-way.
21. According to the application material, the proposed marijuana retail store will not generate noise or odors.
22. The proposed hours of operation are 10:00 a.m. to 10:00 p.m., Sunday through Thursday, and 10:00 a.m. to 12:00 a.m., Friday and Saturday.
23. The proposed use is located approximately 57 feet from East Palmer-Wasilla Highway to the north, approximately 47 feet from the western property line, approximately 201 feet from the southern property line, and approximately 57 feet from the eastern property line.
24. Consumption of marijuana is prohibited at the site.
25. Persons under 21 are prohibited from entering the facility.
26. According to the application, signs will be posted at the proposed use's entrance prohibiting loitering.
27. According to the application material, exterior lighting will be shielded to prevent light pollution.

Discussion: Staff received two negative comments from residents resulting from a public notice. The respondents opposed the proposed use due to concerns over increased traffic, availability of on-site parking, ADA-compliant space locations, the potential for decreased property values within the area, and the proximity of three other marijuana retail stores within the local vicinity.

Conclusion of Law: Based on the above findings, the proposed use will not detract from the value, character, and integrity of the surrounding area (MSB 17.60.100(B)(1)).

(2) *that granting the conditional use permit will not be harmful to the public health, safety, convenience, and welfare;*

Findings of Fact:

1. Based on the information provided by the applicant, a Core Area Conditional Use Permit in accordance with MSB 17.61.020(A)(1) through (4) is not required.
2. The proposed use will access East Palmer-Wasilla Highway and East Snider Drive, for which the applicant has obtained driveway permits from ADOT&PF (#26370) and the Borough's permitting center (#D28736).
3. Uses along the East Palmer-Wasilla Highway frontage are mostly commercial.
4. East Palmer-Wasilla Highway is a state-maintained major arterial roadway capable of handling commercial traffic.
5. East Snider Drive is a Borough-maintained residential roadway with commercial and residential uses along its frontage.
6. East Snider Drive can accommodate light commercial and residential traffic.
7. The subject building has been used commercially since approximately 2001, previously serving as a construction supply store.

8. The proposed use is approximately 268 feet north of the nearest residential structure.
9. The proposed use is approximately 56 feet east of the nearest commercial structure.
10. The area surrounding the subject parcel is a mixture of commercial, industrial, and residential uses.
11. According to the application material, the proposed marijuana retail store will not generate noise or odors.
12. The proposed hours of operation are 10:00 a.m. to 10:00 p.m., Sunday through Thursday, and 10:00 a.m. to 12:00 a.m., Friday and Saturday.
13. Consumption of marijuana is prohibited at the site.
14. Persons under 21 are prohibited from entering the facility.
15. According to the application material, employees will immediately check the identification of all persons who enter the facility to verify their age.
16. According to the application, signs will be posted at the proposed use's entrance prohibiting loitering.
17. According to the application material, exterior lighting will be shielded to prevent light pollution.
18. According to the application material, the operation will utilize an alarm and video surveillance system, along with lighting, as part of its security plan.
19. According to the application materials, security cameras will be installed in well-lit areas on the interior and exterior of the building, facing entrances, exits, and the cashier area.
20. According to the application materials, the operation has a security plan, which includes educating employees on all security measures.
21. On August 24, 2023, the Deputy Fire Marshal for the Central Mat-Su Fire & Life Safety Division issued an approved Plan Review #2024-022 for the commercial structure.
22. The commercial structure fully complies with the State of Alaska fire code.

Conclusion of Law: Based on the above findings, the proposed use will not be harmful to public health, safety, convenience, and welfare (MSB 17.60.100(B)(2)).

(3) that sufficient setback, lot area, buffers, or other safeguards are being provided to meet the conditions listed in subsections (B)(1) through (3) of this section; and

Findings of Fact:

1. The subject parcel is approximately 1.18 acres in size.
2. The proposed retail facility will be contained within an existing 60' x 40' commercial structure of approximately 2,400 square feet.
3. The proposed use is approximately 268 feet north of the nearest residential structure.
4. The proposed use is approximately 56 feet east of the nearest commercial structure.
5. The proposed use is located approximately 57 feet from East Palmer-Wasilla Highway to the north, approximately 47 feet from the western property line, approximately 201 feet from the southern property line, and approximately 57 feet from the eastern property line.

Conclusion of Law: Based on the above findings, sufficient setbacks, lot area, buffers, and other safeguards are being provided (MSB 17.60.100(B)(3)).

(4) *the conditional use fulfills all other requirements of this chapter pertaining to the conditional use in this section.*

Finding of Fact:

1. All the required site plans and operational information have been provided by the applicant.

Discussion: On May 1, 2024, the Borough's PD&E Division responded to an internal review request and stated that the applicant should update the site plan to show all the proposed improvements on the subject property, including pavement. Since the construction of a driveway allowing access from East Snider Drive turned gravel surfaces into paved surfaces, the stormwater runoff generated from the site has increased. To account for this, PD&E recommended a retention basin or similar drainage feature be designed and constructed to retain the increased stormwater runoff. On May 28, 2024, the applicant provided information from a licensed engineer and an updated site plan to reflect new construction and mitigation methods for increased stormwater runoff. PD&E reviewed the updated site plan and engineer's statement addressing stormwater runoff and found the amendments acceptable.

Conclusion of Law: Based on the above findings, the application material meets all the requirements of this chapter (MSB 17.60.100(B)(4)).

Section 17.60.150 General Standards for Marijuana Related Facilities

(A) *In addition to the standards set forth by MSB 17.60.100, the planning commission shall weigh factors which contribute or detract from the development of a safe, convenient, and attractive community, including, but not limited to:*

(1) *any potential negative effect upon other properties in the area due to such factors as noise and odor.*

Findings of Fact:

1. Based on the information provided by the applicant, a Core Area Conditional Use Permit in accordance with MSB 17.61.020(A)(1) through (4) is not required.
2. The proposed retail facility will be contained within an existing 60' x 40' commercial structure of approximately 2,400 square feet.
3. The proposed use is approximately 268 feet north of the nearest residential structure.
4. The proposed use is approximately 56 feet east of the nearest commercial structure.
5. The area surrounding the subject parcel is a mixture of commercial, industrial, and residential uses.
6. According to the application material, the proposed marijuana retail store will not generate noise or odors.
7. The proposed hours of operation are 10:00 a.m. to 10:00 p.m., Sunday through Thursday, and 10:00 a.m. to 12:00 a.m., Friday and Saturday.

8. The proposed use is located approximately 57 feet from East Palmer-Wasilla Highway to the north, approximately 47 feet from the western property line, approximately 201 feet from the southern property line, and approximately 57 feet from the eastern property line.
9. Consumption of marijuana is prohibited at the site.

Conclusion of Law: Based on the above findings, the proposed use will not negatively affect other properties due to factors such as noise and odor (MSB 17.60.150(A)(1)).

- (2) *the effectiveness of measures to reduce negative effects upon adjacent properties by:*
 - (a) *increased property line and right-of-way buffers;*
 - (b) *planted berms and landscaping;*
 - (c) *site and building design features which contribute to the character of the surrounding area.*

Findings of Fact:

1. The proposed retail facility will be contained within an existing 60' x 40' commercial structure of approximately 2,400 square feet.
2. The proposed use is approximately 268 feet north of the nearest residential structure.
3. The proposed use is approximately 56 feet east of the nearest commercial structure.
4. The proposed use is located approximately 57 feet from East Palmer-Wasilla Highway to the north, approximately 47 feet from the western property line, approximately 201 feet from the southern property line, and approximately 57 feet from the eastern property line.
5. According to the application material, the building's exterior is beige, with steel side panels, silver metal roofing, black accents, and black doors.
6. East Palmer-Wasilla Highway is a major arterial road with mostly commercial uses along its frontage.
7. East Snider Drive is a Borough-maintained residential roadway with commercial and residential uses along its frontage.
8. The area surrounding the subject parcel is a mixture of commercial, industrial, and residential uses.
9. According to the application, the operation will have one metal and plastic advertising sign, 21' x 3', attached to the front of the proposed building.
10. The advertising sign will face the East Palmer-Wasilla Highway and be backlit during operating hours.
11. No advertising signage is proposed along the East Palmer-Wasilla Highway right-of-way.

Conclusion of Law: Based on the above findings, measures are in place to reduce negative affects upon adjacent properties (MSB 17.60.150(A)(2)(a-c)).

- (3) *whether the use is compatible with the character of the surrounding area.*

Findings of Fact:

1. The subject parcel is within the boundary of the South Lakes Community Council, which is not active.
2. The subject parcel is part of the Midway Estates subdivision.

3. The proposed retail facility will be contained within an existing 60' x 40' commercial structure of approximately 2,400 square feet.
4. Borough records indicate that the existing building was constructed around 2001.
5. The subject building has been used commercially since approximately 2001, previously serving as a construction supply store.
6. According to the application material, the building's exterior is beige, with steel side panels, silver metal roofing, black accents, and black doors.
7. Uses along the East Palmer-Wasilla Highway frontage are mostly commercial.
8. East Snider Drive is a Borough-maintained residential roadway with commercial and residential uses along its frontage.
9. The proposed use is approximately 268 feet north of the nearest residential structure.
10. The proposed use is approximately 56 feet east of the nearest commercial structure.
11. The area surrounding the subject parcel is a mixture of commercial, industrial, and residential uses.
12. According to the application, the operation will have one metal and plastic advertising sign, 21' x 3', attached to the front of the proposed building.
13. The advertising sign will face the East Palmer-Wasilla Highway and be backlit during operating hours.
14. No advertising signage is proposed along the East Palmer-Wasilla Highway right-of-way.
15. According to the application material, the proposed marijuana retail store will not generate noise or odors.
16. The proposed hours of operation are 10:00 a.m. to 10:00 p.m., Sunday through Thursday, and 10:00 a.m. to 12:00 a.m., Friday and Saturday.
17. The proposed use is located approximately 57 feet from East Palmer-Wasilla Highway to the north, approximately 47 feet from the western property line, approximately 201 feet from the southern property line, and approximately 57 feet from the eastern property line.
18. Consumption of marijuana is prohibited at the site.
19. According to the application material, exterior lighting will be shielded to prevent light pollution.

Conclusion of Law: Based on the above findings, the proposed use is compatible with the character of the surrounding area (MSB 17.60.150(A)(3)).

(B) At the time of their establishment, marijuana related conditional uses shall meet the following requirements and not be located within:

(1) One thousand feet of school grounds;

(C) Separation distances referenced in subsection (B) of this section are measured in a direct line between the closest point of the facility within which the marijuana facility is located, and the closest point on the lot or parcel of land upon which any of the above itemized uses are located.

Finding of Fact:

1. The closest school (Cottonwood Creek Elementary School) is approximately 2,910 feet from the proposed use.

Conclusion of Law: Based on the above finding, the proposed use is more than 1,000 feet away from any school grounds (MSB 17.60.150(B)(1)).

(D) Prior to final approval of the permit the applicant shall provide written documentation demonstrating that:

- (1) all applicable licenses have been obtained as required by 3 AAC 306.005.*

Findings of Fact:

1. The State of Alaska Marijuana Control Board meeting conducted June 1-2, 2023, voted to approve Shoreline Cannabis retail marijuana store license #32848 with delegation.
2. The MSB Development Services Division received a copy of the delegated approval for the applicant's marijuana retail facility.

Conclusion of Law: Based on the above findings, the applicant provided a copy of documents demonstrating that all applicable licenses pertaining to 3 AAC 306.005 have been obtained (MSB 17.60.150(D)(1)).

(2) from the fire marshal having jurisdiction, that the proposed conditional use is in full compliance with applicable fire code, including but not limited to AS 18.70.010 through 18.70.160, Fire Protection, and 13 AAC 50.025 through 50.080, Fire Code.

Findings of Fact:

1. On August 24, 2023, the Deputy Fire Marshal for the Central Mat-Su Fire & Life Safety Division issued an approved Plan Review #2024-022 for the commercial structure.
2. The commercial structure fully complies with the State of Alaska fire code.
3. The applicant provided a copy of the approved Plan Review #2024-022 to the MSB Development Services Division.

Conclusion of Law: Based on the above findings, the proposed use is in full compliance with all applicable fire code (MSB 17.60.150(D)(2)).

Section 17.60.170 Standards for Marijuana Retail Facilities

(A) Marijuana retail facilities shall only be approved upon finding by the commission that the proposed facility is located on a parcel that is appropriate for commercial use. At a minimum, the commission shall consider:

- (1) proximity of the proposed use to existing businesses;*
- (2) proximity to parcels developed for residential use; and*
- (3) whether roads associated with the proposed use have been, or will be, appropriate for commercial use.*

Findings of Fact:

1. The Institute of Transportation Engineers (ITE) Trip Generation, 11th Edition, shows a "Marijuana Dispensary" of approximately 2,400 square feet in an urban area is expected

to produce approximately 55 trips per weekday PM hour based on the average trip start/end generation rates.

2. The proposed retail facility will be contained within an existing 60' x 40' commercial structure of approximately 2,400 square feet.
3. Based on the information provided by the applicant, a Core Area Conditional Use Permit in accordance with MSB 17.61.020(A)(1) through (4) is not required.
4. The proposed use will access East Palmer-Wasilla Highway and East Snider Drive, for which the applicant has obtained driveway permits from ADOT&PF (#26370) and the Borough's permitting center (#D28736).
5. Uses along the East Palmer-Wasilla Highway frontage are mostly commercial.
6. East Palmer-Wasilla Highway is a state-maintained major arterial roadway capable of handling commercial traffic.
7. East Snider Drive is a Borough-maintained residential roadway with commercial and residential uses along its frontage.
8. East Snider Drive can accommodate light commercial and residential traffic.
9. The proposed use is approximately 268 feet north of the nearest residential structure.
10. The proposed use is approximately 56 feet east of the nearest commercial structure.
11. The area surrounding the subject parcel is a mixture of commercial, industrial, and residential uses.
12. The proposed use is located approximately 57 feet from East Palmer-Wasilla Highway to the north, approximately 47 feet from the western property line, approximately 201 feet from the southern property line, and approximately 57 feet from the eastern property line.

Conclusion of Law: Based on the above findings, the proposed use is located on a parcel that is appropriate for commercial use (MSB 17.60.170(A)(1-3)).

(B) The minimum number of parking spaces for retail facilities shall be one space per 350 square feet of net floor area. Each parking space shall be at least: 20 feet in length, ten feet wide, and have a vertical clearance of at least seven feet.

Findings of Fact:

1. The proposed retail facility will be contained within an existing 60' x 40' commercial structure of approximately 2,400 square feet.
2. A marijuana retail facility with an area of 2,400 square feet must provide seven parking spaces, one of which must be ADA-compliant.
3. According to the application material, eight parking spaces will be provided for the proposed use, one of which will comply with ADA requirements.
4. Each parking space is twenty feet long and ten feet wide.
5. There are no vertical clearance limitations on site.

Discussion: On May 22, 2024, staff conducted a site visit to the location of the proposed marijuana retail store. While on-site, it was observed that the current parking plan for the proposed use might interrupt or impede access by emergency vehicles to the rear of the structure. It was also

observed that the ADA parking space had not been painted to designate its location, and the required ADA van-accessible sign had not been mounted. Staff recommends a condition of approval that before operating, the applicant re-design the parking area or remove one parking spot on the west portion of the parking lot to accommodate emergency vehicles. Staff also recommends a condition of approval that the ADA parking space be painted, and the ADA van-accessible sign be mounted before operating.

Conclusion of Law: Based on the above findings, and with conditions, the proposed use meets the minimum number of parking spaces for retail facilities (MSB 17.60.170(B)).

(C) Parking spaces shall be provided to comply with current Americans with Disabilities Act (ADA) guidelines.

Findings of Fact:

1. A marijuana retail facility with an area of 2,400 square feet must provide seven parking spaces, one of which must be ADA-compliant.
2. According to the application material, eight parking spaces will be provided for the proposed use, one of which will comply with ADA requirements.
3. Each parking space is twenty feet long and ten feet wide.
4. There are no vertical clearance limitations on site.

Conclusion of Law: Based on the above findings, the proposed use complies with current ADA parking space guidelines (MSB 17.60.170(C)).

STAFF RECOMMENDATIONS

Staff recommends approving the Conditional Use Permit to operate a marijuana retail facility, 2,400 square feet in size, at 4200 E. Snider Drive, Tax ID #5274B03L007A. The proposed use meets all the standards in MSB 17.60.100, 17.60.150, and 17.60.170. Staff recommends approval of this permit with the following conditions:

1. Prior to operating, the applicant shall re-design the parking area or remove one parking spot on the west portion of the parking lot to accommodate emergency vehicles. Parking spaces shall conform to the minimum requirements of MSB 17.60.170(B) & (C), and modifications must be approved in advance by the MSB Planning Department.
2. Prior to operating, the ADA parking space shall be painted, and the ADA van-accessible sign be mounted to indicate its location. The applicant shall provide the MSB Planning Department proof of completion in the form of colored pictures.
3. The operation shall comply with all applicable federal, state, and local regulations.
4. All aspects of the operation shall comply with the description detailed in the application material and with the conditions of this permit. An amendment to the Conditional Use Permit shall be required prior to any expansion of the conditional use.
5. Borough staff shall be permitted to enter 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. Denial of access to borough staff shall be a violation of this conditional use permit.

6. On-site consumption of marijuana and marijuana products is prohibited.
7. The hours of operation will not exceed 10:00 a.m. to 10:00 p.m., Sunday through Thursday, and 10:00 a.m. to 12:00 a.m., Friday and Saturday.

If the Planning Commission chooses to deny this application, findings for denial must be prepared by the Commission.

MAPS

Building Use

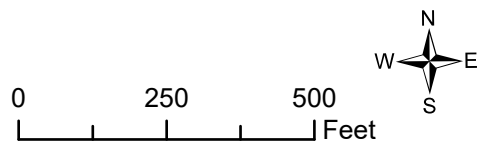
-  Government or School Grounds
-  Religious
-  Residential
-  Commercial
-  Industrial
-  Agricultural
-  Recreational

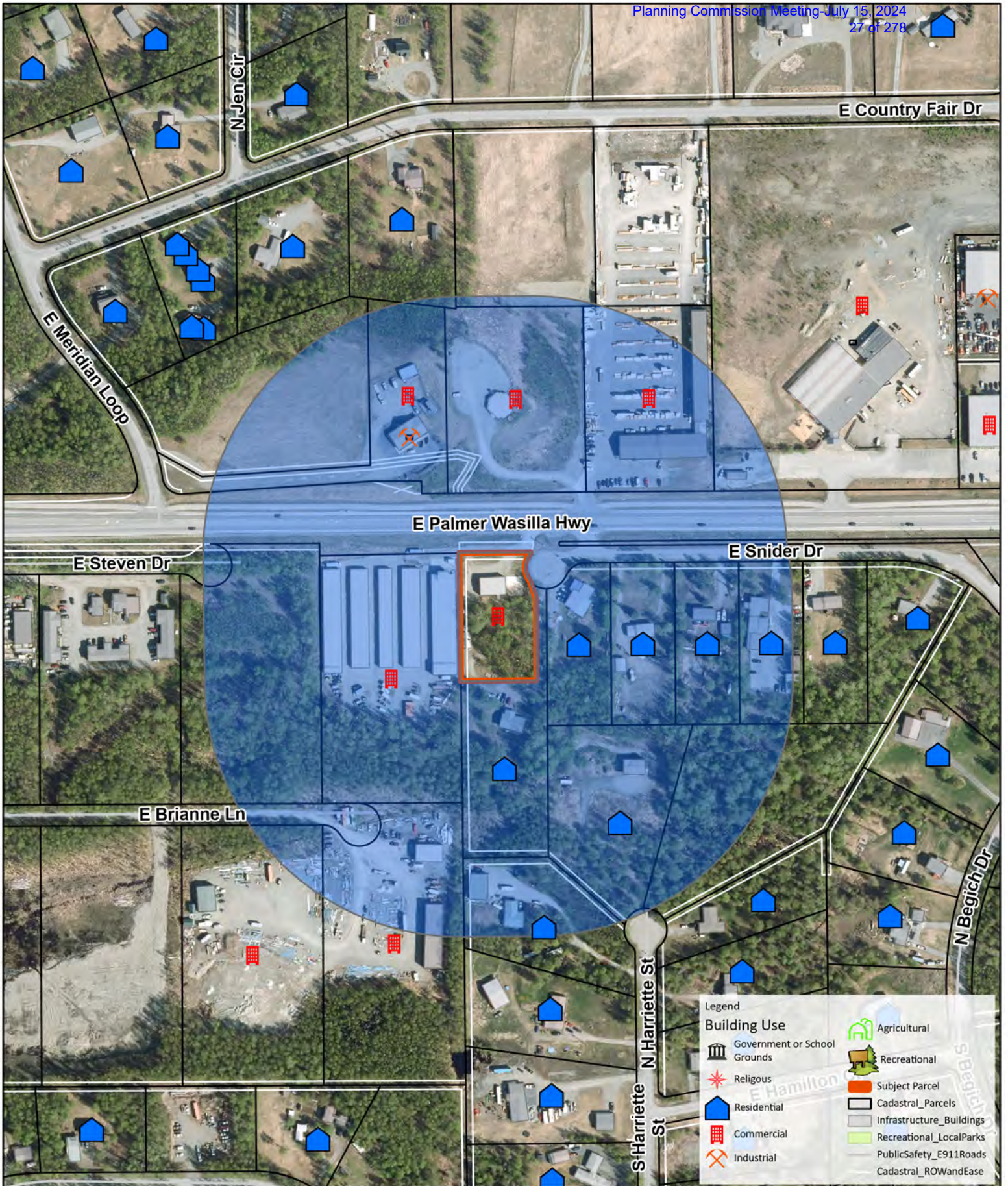


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Land Use Map with 1000' buffer 5274B03L007A



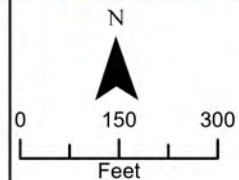


Legend

| | | | |
|--|------------------------------|--|--------------------------|
| | Government or School Grounds | | Agricultural |
| | Religious | | Recreational |
| | Residential | | Subject Parcel |
| | Commercial | | Cadastral_Parcels |
| | Industrial | | Infrastructure_Buildings |
| | | | Recreational_LocalParks |
| | | | PublicSafety_E911Roads |
| | | | Cadastral_ROWandEase |



600' Public Notice Area
MSB Tax #5274B03L007A



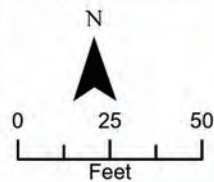
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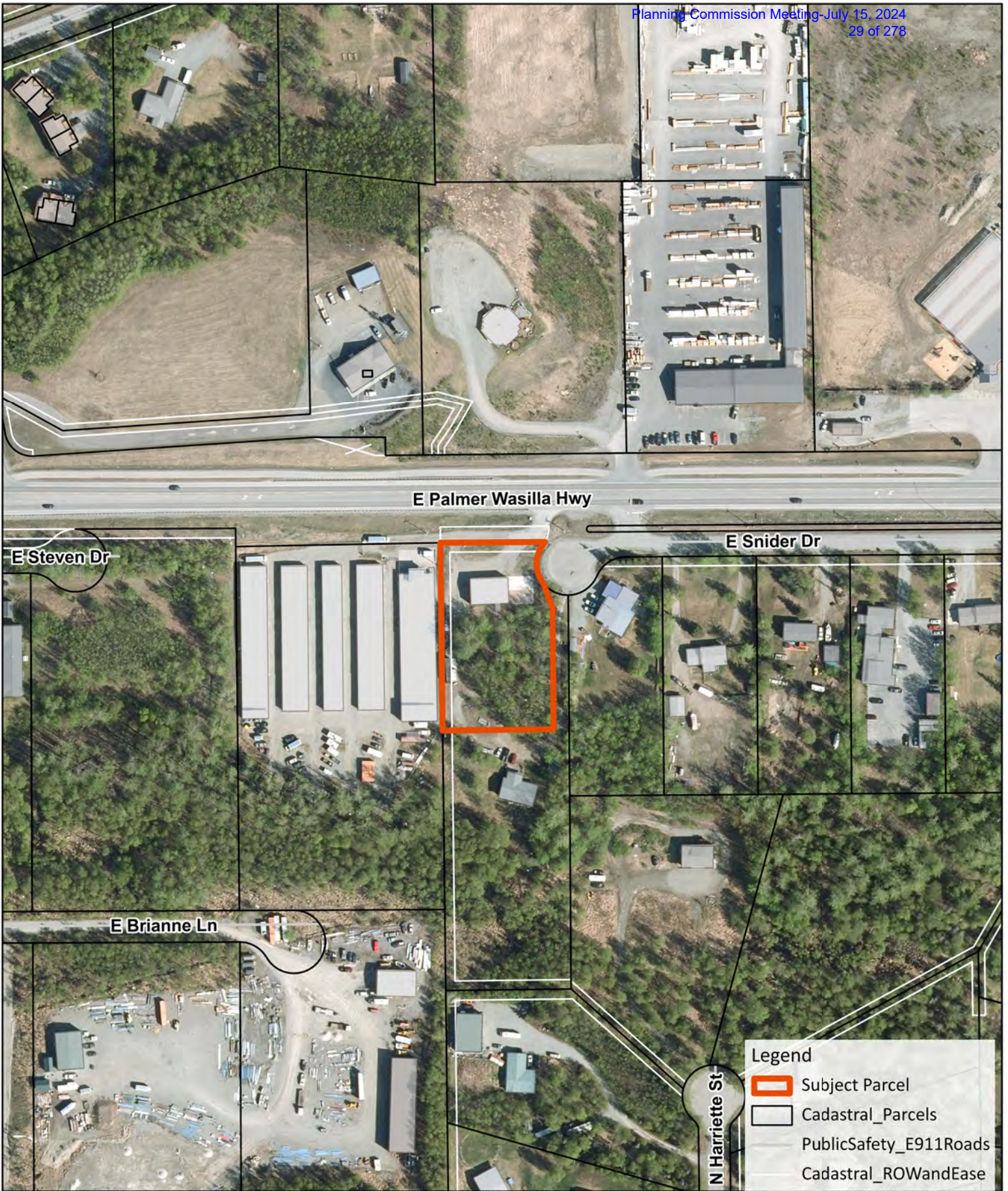
2011 Contours Map

MSB Tax #5274B03L007A

Map Produced by MSB IT/GIS Division: 5/15/2024



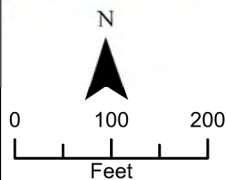
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Bare Earth Map

MSB Tax #5274B03L007A

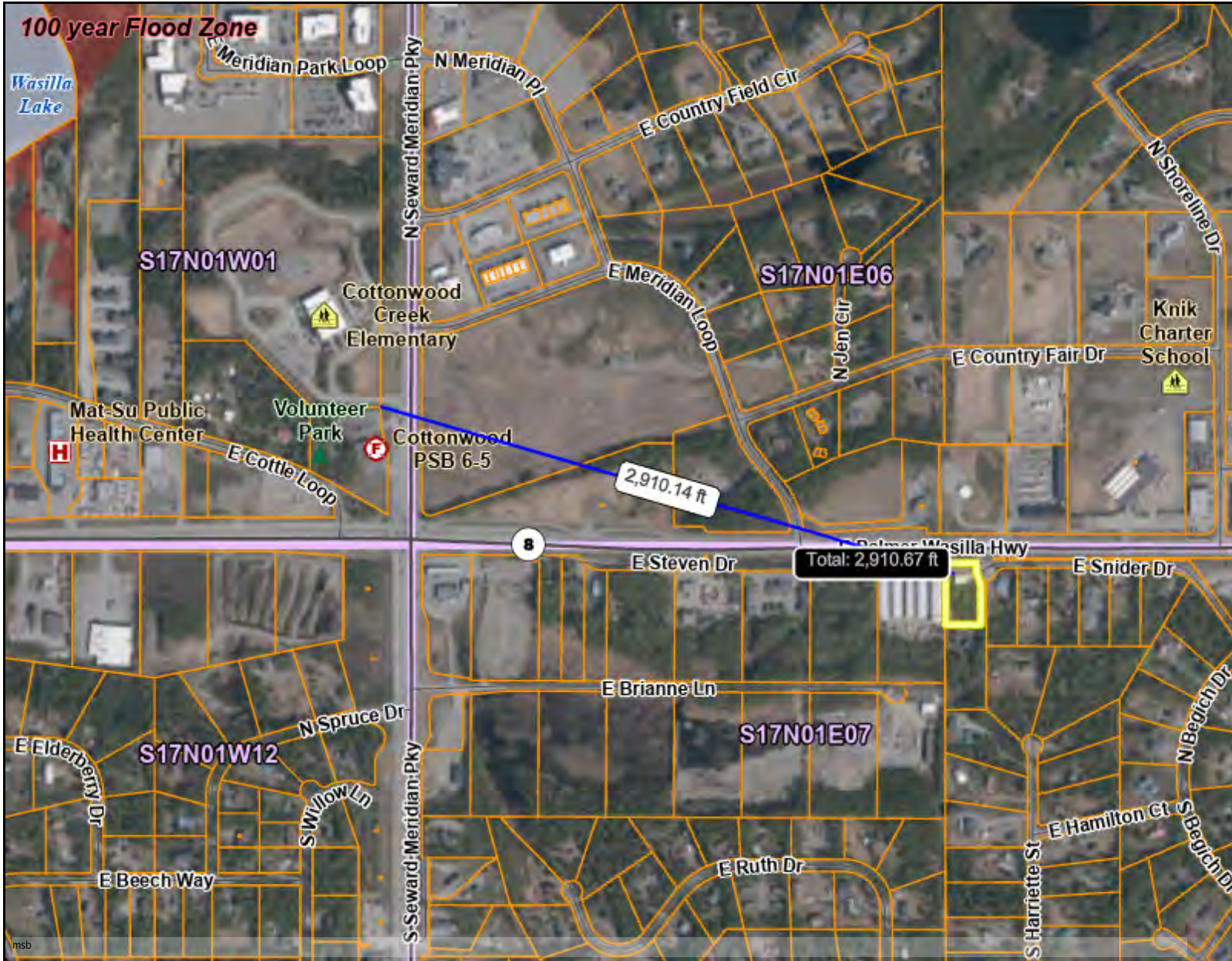
Map Produced by MSB IT/GIS Division: 5/15/2024



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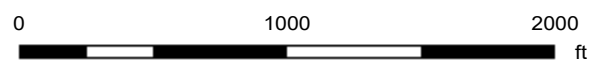
Matanuska-Susitna Borough



- Legend
- ParcelViewer
- Public Facilities
 - Medical
 - Fire and Volunteer Fire
 - School
 - School
 - Recreational Facilities
 - Park
 - Road Mileposts
 - Roads
 - Major Road
 - Minor Road
 - Not Constructed
 - Mat-Su Borough Boundary
 - Incorporated Cities
 - Parcels
 - 100 year Flood Zone
 - Section Lines

1 : 18056

THIS MAP IS NOT TO BE USED FOR NAVIGATION



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Notes
>1000' Feet from School according to MSB 17.60

PUBLIC NOTICING

From: [Rick Benedict](#)
To: [Rick Benedict](#)
Bcc: [DEC Agency Reviews](#); "[msb.hpc@gmail.com](#)"; "[mearow@matanuska.com](#)"; "[row@mtasolutions.com](#)"; "[row@enstarnaturalgas.com](#)"; "[GCI ROW](#)"; [Tom Adams](#); [Jamie Taylor](#); [Brad Sworts](#); [Charlyn Spannagel](#); [Alex Strawn](#); [Jason Ortiz](#); [Corinne Lindfors](#); [Permit Center](#); [Peggy Horton](#); [Fred Wagner](#); [Planning](#); [John Aschenbrenner](#); "[Eric Phillips](#)"; [Daniel Dahms](#); [Tammy Simmons](#); [Peggy Horton](#); [License Reviews](#); "[amco.localgovernmentonly@alaska.gov](#)"; [Lesley Norris](#); [Land Management](#); "[lmb@matsugov.us](#)"; [Michelle Olsen](#); "[Kyler Hylton](#)"; [ben.white@alaska.gov](#); [Huling, Kristina N \(DOT\)](#); [colton.percy@alaska.gov](#); [Brian Davis](#); [Jeffrey Anderson](#); [Fire Code](#); [Chad Cameron Contact](#); [Katrina Kline](#); "[sarah.myers@alaska.gov](#)"; [Dolores McKee](#); [davemtp@mtaonline.net](#); [iszipszky@palmerpolice.com](#); [susansteele550@gmail.com](#); [blushingmoose@yahoo.com](#); [antiquetuck@gmail.com](#); [lisahak@duck.com](#); [markmoblely@ymail.com](#)
Subject: Request for Review and Comments: MSB 17.60 – Conditional Use for Marijuana Retail Facility
Date: Thursday, April 25, 2024 10:06:00 AM

APPLICANT: Justin Benson, on behalf of Shoreline Cannabis

LOCATION: 4200 E. Snider Drive, Wasilla, AK 99654; Tax ID# 5274B03L007A

An application for a Conditional Use Permit under MSB 17.60 – Conditional Uses for the Operation of a Marijuana Retail Facility. The Planning Commission will conduct a public hearing on this request on [Monday, June 17, 2024, at 6:00 p.m.](#)

Application materials may be viewed online at [www.matsugov.us](#) by clicking on ‘All Public Notices & Announcements’. A direct link to the application material is here:

[Matanuska-Susitna Borough - Public Hearing Notice for a Conditional Use Permit Application - Marijuana Retail Facility \(matsugov.us\)](#)

Comments are due on or before [Friday, May 31, 2024](#), and will be included in the Planning Commission packet for the Commissioner’s review and information. Please be advised that comments received from the public after that date will not be included in the staff report to the Planning Commission. Thank you for your review.

Respectfully,

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

PERMIT CENTER – FEE RECEIPT FORM

Property Location: Tax ID # 52748032007A Applicant: Shoreline Cannabis CUP

| 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, owner) | \$100.00 |
| 8.41.010 Marijuana License - Alcohol & Marijuana Control Office (AMCO) Referrals for Matanuska Susitna Borough Review of Issuance, renewal or transfer (location, owner) | \$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 / Per Day | \$300.00 |
| 17.02 Mandatory Land Use Permits | \$50.00 |
| 17.04 Nancy Lake Special Land Use District CUP | \$1,500.00 |
| 17.06 Electrical Generating & Delivery Facility Application | \$500.00 |
| 17.08 Hay Flats Special Land Use District Exception Application | \$1000.00 |
| 17.17 Denali State Park Conditional Use Permit | \$1500.00 |
| 17.18 Chickaloon Special Land Use District CUP | \$1500.00 |
| 17.19 Glacier View Special Land Use District CUP | \$1500.00 |
| 17.23 Port MacKenzie Development Permit | \$1000.00 |
| 17.25 Talkeetna Conditional Use Permit | \$1500.00 |
| 17.25 Talkeetna Conditional Use Permit – Variance | \$1500.00 |
| 17.27 Sutton Special Land Use District CUP | \$1500.00 |
| 17.29 Flood Damage Prevention Development Permit | \$100.00 |
| 17.29 Flood Damage Prevention Development Permit –Variance | \$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 Lots Additional Lots or tracts being created – Per Lot | \$500.00 \$100.00 |
| 17.48 Mobile Home Park Permit Application | \$500.00 |
| 17.52 Residential Land Use District App (Rezone) | \$1,000.00 |
| 17.52 Conditional Use Permit Application CUP | \$1,500.00 |
| 17.55 Shoreline Setback Exception Application | \$300.00 |
| 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 |

Matanuska-Susitna Borough
Finance
350 E Dahlia Avenue
Palmer, AK 99645
907-861-8610
Welcome

05/22/2024 09:49AM Madeline C
000111-0019 000002145
Payment Effective Date 05/22/2024

MISCELLANEOUS RECEIPT

100000000 341300 -
Planning - Platting -
2024 Item: 57
1 @ \$101.1000
100000000 341300 -
Planning - Platting -
Map Fees \$101.10

\$101.10

Subtotal \$101.10
Total \$101.10

CHECK \$101.10
Check Number 4885

Change due \$0.00

Paid by: JDW, LLC

Comments: ADVERTISING FEES PERMIT
#M10302

Thank you for your payment

CUSTOMER COPY



Matanuska-Susitna Borough

www.matsugov.us

MATANUSKA-SUSITNA BOROUGH NOTICE OF PUBLIC MEETINGS

MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION AGENDA

All meetings of recognized boards, committees, and commissions of the Borough are open to the public and are held at Borough offices, 350 E. Dahlia Ave., Palmer, AK, unless specified otherwise. Three or more Assembly Members may be present at advertised public meetings of federal, state, and local governments or other entities. Meetings are scheduled as follows:

| BOARD | DATE | TIME | LOCATION |
|--|----------|----------|---|
| Abbreviated Plat | 05/22/24 | 8:30 am | Assembly Chambers |
| MVP Transportation Technical Committee | 05/22/24 | 1:00 pm | Assembly Chambers |
| Waterbody Setback Advisory Board | 05/22/24 | 5:00 pm | Mat-Su Borough Employee Break Room |
| Greater Butte RSA No. 26 Drive Around | 05/28/24 | 10:00 am | Butte Fire Station |
| Abbreviated Plat | 05/29/24 | 8:30 am | Assembly Chambers |
| Greater Willow RSA No. 20 Board of Supervisors | 05/29/24 | 7:00 pm | Willow Public Library |
| Library Board | 05/31/24 | 1:00 pm | Big Lake Public Library & Zoom Meeting ID: 872 6110 4122 Passcode: 044178 |
| Joint Assembly/School Board Committee On School Issues | 06/03/24 | 12:00 pm | MSBSD Central Office |
| Planning Commission Special Meeting Re: Internal Process For Reviewing and Issuing Conditional Use Permits (To Participate Telephonically Call 855-290-3803) | 06/03/24 | 4:30 pm | Assembly Chambers |
| Planning Commission (To Participate Telephonically Call 855-290-3803) | 06/03/24 | 6:00 pm | Assembly Chambers |
| Big Lake RSA No. 21 Ride Around Road Inspection | 06/04/24 | 10:00 am | Big Lake Lions Club |
| Assembly Special Meeting Re: Clerk's Evaluation (To Provide Public Comment Telephonically Call 855-225-2326) | 06/04/24 | 4:00 pm | Assembly Chambers |
| Assembly Regular Meeting (To Provide Public Comment Telephonically Call 855-225-2326) | 06/04/24 | 6:00 pm | Assembly Chambers |
| Abbreviated Plat | 06/05/24 | 8:30 am | Assembly Chambers |
| Talkeetna Sewer & Water SSA No. 36 Board of Supervisors | 06/05/24 | 1:00 pm | Talkeetna Library Conference Room |

If you would like further information on any of these meetings or are interested in serving on any of the advisory boards, please call the Borough Clerk's Office at 907-861-8683, Monday through Friday, 8 a.m. to 5 p.m. The Borough's website address is: <https://www.matsugov.us/publicmeetings>

Disabled persons needing reasonable accommodation in order to participate at a Borough Board/Commission meeting should contact the Borough ADA Coordinator at 907-861-8432 at least one week in advance of the meeting.

The Community Council meetings scheduled are: (Community Councils are not agencies or subgroups of the Borough. There may be a quorum of Mat-Su Borough advisory boards in attendance at community council meetings.)

| | | | |
|---|----------|---------|---|
| Glacier View Community Council | 05/23/24 | 6:00 pm | Glacier View School |
| Big Lake Community Council Board Meeting | 05/28/24 | 6:00 pm | Big Lake Family Restaurant |
| Tanaina Community Council | 05/28/24 | 7:00 pm | Sleepy Hollow Golf Course |
| Sutton Community Council | 05/29/24 | 7:00 pm | Sutton Public Library & Zoom Meeting ID: 938 1463 4307 Passcode: 614331 |
| North Lakes Community Council (nlakes.cc) | 05/30/24 | 7:00 pm | Boys & Girls Club & Zoom Meeting ID: 896 0473 7544 Passcode: 982374 |
| Fishhook Community Council Board Meeting | 06/03/24 | 6:00 pm | St Herman's Church |
| Talkeetna Community Council | 06/03/24 | 7:00 pm | Talkeetna Library & Zoom Meeting ID: 450 310 5937 Passcode: 610720 |
| Willow Area Community Organization | 06/05/24 | 7:00 pm | Willow Community Center |

Publish Date: May 22, 2024

0524-38

REGULAR MEETING **6:00 p.m.** **June 3, 2024**

Ways you can participate in the meetings:

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: May 20, 2024

B. INTRODUCTION FOR PUBLIC HEARING: QUASI-JUDICIAL MATTERS

Resolution 24-08 A Conditional Use Permit under MSB 17.60 – Conditional Uses for the Operation of a Marijuana Retail Facility. The proposed operation is at 4200 E. Snider Drive Tax ID# 5274B03L007A. Public Hearing: June 17, 2024 (Applicant: Justin Benson, on behalf of Shoreline Cannabis; Staff: Rick Benedict, Current Planner)

Resolution 24-09 A Conditional Use Permit under MSB 17.60 – Conditional Uses for the Operation of a Marijuana Retail Facility. The proposed operation is at 10600 E. Max Drive Tax ID# 2209B02L001A. Public Hearing: June 17, 2024 (Applicant: Anthony Wells, on behalf of Smoke Out Point; Staff: Rick Benedict, Current Planner)

Resolution 24-11 A Conditional Use Permit in accordance with MSB 17.60 – Conditional Uses, for the operation of a Marijuana Retail Facility known as Higher By Bad Gramm3r. The facility is moving from 1404 North Hyer Road to 6199 East Mountain Heather Way. The new location is on Tax ID # 6932000L002. Public Hearing: June 17, 2024 (Applicant: Teresa Zell; Staff: Peggy Horton, Current Planner)

C. INTRODUCTION FOR PUBLIC HEARING: LEGISLATIVE MATTERS

Resolution 24-13 A Resolution of the Matanuska-Susitna Borough Planning Commission recommending repeal of MSB 17.48 Mobile Home Park Ordinance in its entirety.

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*)

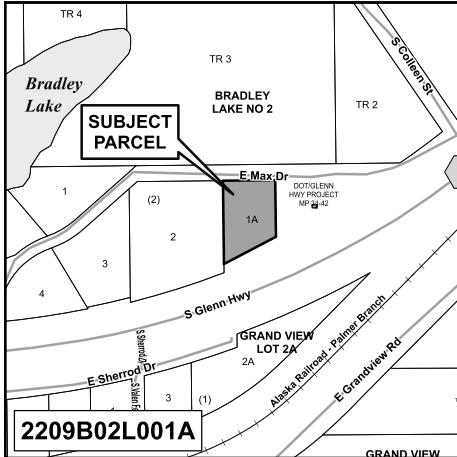
Publish Date: May 22, 2024

0524-35



Matanuska-Susitna Borough

www.matsugov.us



PUBLIC NOTICE

Anthony Wells, on behalf of Smoke Out Point, applied for a Conditional Use Permit under MSB 17.60 – Conditional Uses for the Operation of a Marijuana Retail Facility. The proposed operation is at 10600 E. Max Drive (Tax ID# 2209B02L001A).

The Matanuska-Susitna Borough Planning Commission will conduct a public hearing concerning the application on **Monday, June 17, 2024, at 6:00 p.m.** in the Borough Assembly Chambers at 350 E. Dahlia Avenue in Palmer. This may be the only presentation of this item before the Planning Commission, and you are invited to attend. Planning Commission members may not receive or engage in ex-parte contact with the applicant, other interested parties in the application, or members of the public concerning the application or issues presented in the application.

Application materials may be viewed online at www.matsugov.us by clicking "All Public Notices & Announcements." For additional information, contact Rick Benedict, Current Planner, at (907) 861-8527.

Provide written comments by e-mail to rick.benedict@matsugov.us, or by mail to MSB Development Services Division, 350 E. Dahlia Avenue, Palmer, AK 99645.

The public may provide verbal testimony at the meeting or telephonically by calling 1-855-290-3803. To be eligible to file an appeal from a decision of the Planning Commission, a person must be designated an interested party. See MSB 15.39.010 for the definition of an interested party. The procedures governing appeals to the Board of Adjustment and Appeals are contained in MSB 15.39.010-250, which is available on the Borough home page: www.matsugov.us, in the Borough Clerk's office, and at various libraries within the borough.

Comments are due on or before **May 31, 2024**, and will be included in the Planning Commission packet. Please be advised that comments received from the public after that date will not be included in the staff report but will be provided to the Commission at the meeting.

Publish Date: May 1, 2024

0524-05



PUBLIC NOTICE

Justin Benson, on behalf of Shoreline Cannabis, applied for a Conditional Use Permit under MSB 17.60 – Conditional Uses for the Operation of a Marijuana Retail Facility. The proposed operation is at 4200 E. Snider Drive (Tax ID# 5274B03L007A).

The Matanuska-Susitna Borough Planning Commission will conduct a public hearing concerning the application on **Monday, June 17, 2024, at 6:00 p.m.** in the Borough Assembly Chambers at 350 E. Dahlia Avenue in Palmer. This may be the only presentation of this item before the Planning Commission, and you are invited to attend. Planning Commission members may not receive or engage in ex-parte contact with the applicant, other interested parties in the application, or members of the public concerning the application or issues presented in the application.

Application materials may be viewed online at www.matsugov.us by clicking "All Public Notices & Announcements." For additional information, contact Rick Benedict, Current Planner, at (907) 861-8527.

Provide written comments by e-mail to rick.benedict@matsugov.us, or by mail to MSB Development Services Division, 350 E. Dahlia Avenue, Palmer, AK 99645.

The public may provide verbal testimony at the meeting or telephonically by calling 1-855-290-3803. To be eligible to file an appeal from a decision of the Planning Commission, a person must be designated an interested party. See MSB 15.39.010 for the definition of an interested party. The procedures governing appeals to the Board of Adjustment and Appeals are contained in MSB 15.39.010-250, which is available on the Borough home page: www.matsugov.us, in the Borough Clerk's office, and at various libraries within the borough.

Comments are due on or before **May 31, 2024**, and will be included in the Planning Commission packet. Please be advised that comments received from the public after that date will not be included in the staff report but will be provided to the Commission at the meeting.

Publish Date: May 1, 2024

0524-06

-ABANDONED VEHICLES SUBJECT TO DISPOSAL-

The following abandoned vehicles are subject to disposal by the Matanuska-Susitna Borough's Solid Waste Division. The vehicles were tagged as abandoned in the Matanuska-Susitna Borough right-of-way at the listed locations. You have the right to appeal pursuant to MSB 10.12.090.

- Impound#: 3626**
Vehicle Description: Tan Nissan Stanza **LIC:** Not Available
VIN: Not Available
MSB ROW Location: Polaris Ln, Wasilla, Alaska
Place of Impoundment: 1201 N 49th State St, Palmer, AK 99645
- Impound#: 3081**
Vehicle Description: 1999 Gray Dodge Truck 1500 **LIC:** HCB737
VIN: 1B7HF13Z2XJ564125
MSB ROW Location: Northshore Dr. Wasilla Alaska
Place of Impoundment: 1201 N 49th State St, Palmer, AK 99645

The vehicles will be disposed of by auction or auto wrecker on or after May 26th, 2024.

FOR MORE INFORMATION, call the MSB Solid Waste Division at (907) 861-7600.

Publish Date: May 1, 2024

0524-10

ABBREVIATED PLAT AGENDA

ASSEMBLY CHAMBERS

350 EAST DAHLIA AVENUE, PALMER

REGULAR MEETING 8:30 A.M. May 8, 2024

- A. PATRICIA RSB L/1:** The request is to create two lots from Lot 1, Patricia Subdivision, Plat No. 2005-120, to be known as **LOTS 1A & 1B**, containing 15.366 acres +/- . The property is located south of W. Carmel Road, west of Crocker Creek, and directly north and west of S. Knik Goose Bay Road (Tax ID # 5741000L001); within the N 1/2 Section 4, Township 16 North, Range 02 West, Seward Meridian, Alaska. In the Knik-Fairview Community Council and in Assembly District #5. (Petitioner/Owner: Southcentral Foundation, Staff: Matthew Goddard, Case #2024-056)

Publish Date: May 1, 2024

0524-07

ELECTION OFFICIALS NEEDED!

For the Mat-Su Borough Regular Election on Tuesday, November 5, 2024

Don't delay, submit your application today!

- The Borough Clerk's Office is recruiting for precinct officials and hand count officials. If you are interested in applying, you must complete and submit an application. Additional information and applications are available online at www.matsugov.us/elections or contact the Borough Clerk's Office at 907-861-8683. In order to serve, you must be a registered voter of the Borough and attend training. Training and compensation are provided.

Publish Date: May 1, 2024

MAT-SU ANIMAL CARE & REGULATION

Did you know...?
Within the borough, no person shall own any dog or cat over the age of six months without registering each dog or cat. (MSB 24.10.010)
The Borough animal care and shelter can register your dog or cat for \$15 if the animal is spayed/neutered or for \$30 if the animal is not spayed/neutered.
The registration is good for three years.
If you have any questions please call 907-746-5500 or email: animal.care@matsugov.us



Edna DeVries, Mayor
(907) 861-8682 - Work
(907) 795-8133 - Cell
Edna.DeVries@matsugov.us

Tim Hale, #1
(907) 590-8243
TimHaleDistrict1@gmail.com

Stephanie Nowers, #2
(907) 831-6299
StephanieNowersDistrict2@gmail.com

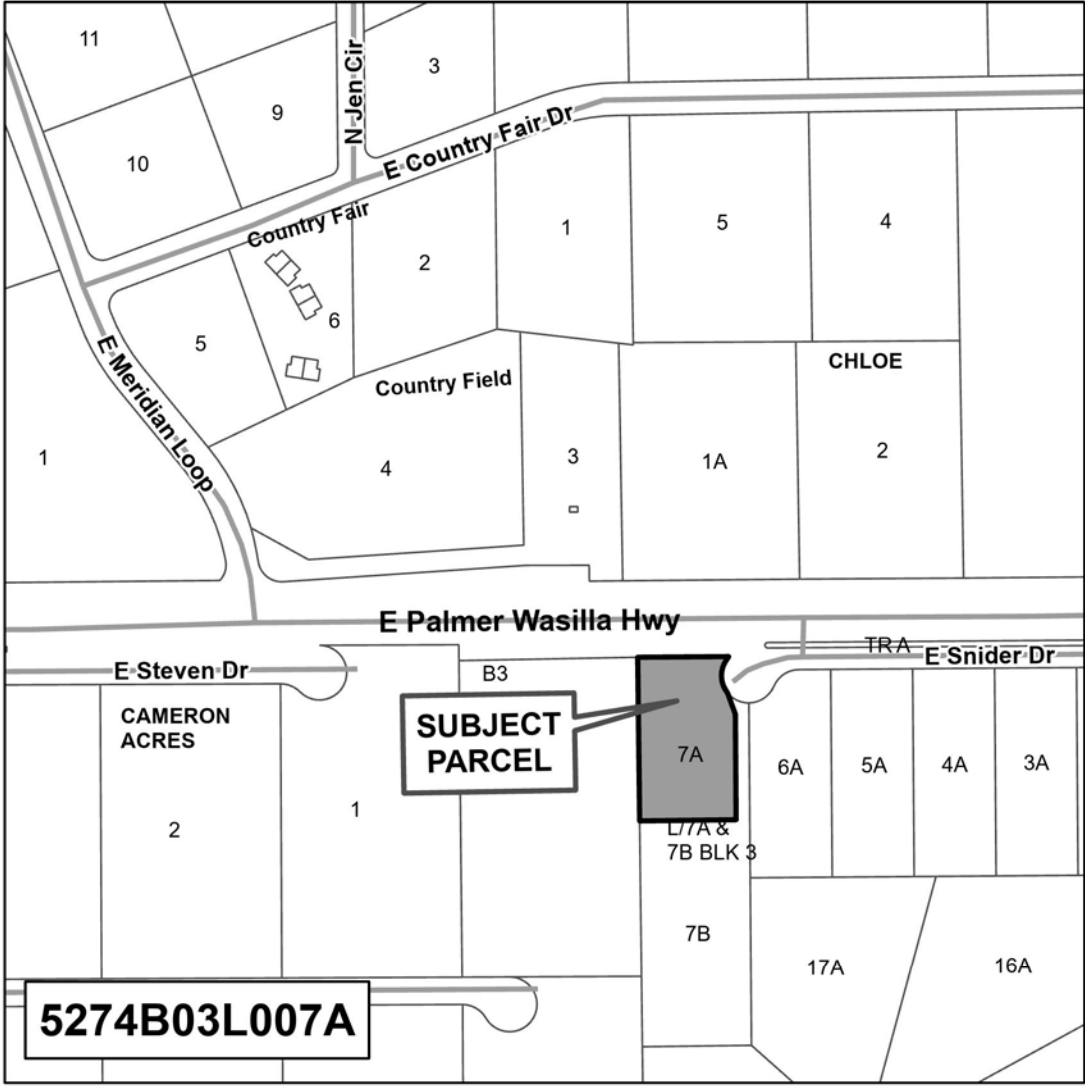
Dee McKee, #3
(907) 373-3630
Dee.McKee@matsugov.us

Robert Yundt, #4
(907) 232-8340
robundtmsb@gmail.com

Bill Gamble, #5
(907) 232-0103
Bill.Gamble@matsugov.us

Dmitri Fonov, #6
(907) 861-8546
fonov@matsugov.us

Ron Bernier, #7
(907) 354-7877
Ron.Bernier@matsugov.us



From: [Ben Borg](#)
To: [Rick Benedict](#)
Subject: Re: MSB Page Ad: Shoreline Cannabis
Date: Tuesday, May 14, 2024 3:20:59 PM

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

Shoreline Cannabis

| | | |
|--------------------|----------------|-----------|
| WIDTH | 3 | C |
| HEIGHT | 4.0 | INCHES |
| AREA | 12.000 | C*INCHES |
| | | |
| RATE | \$7.50 | /(C*INCH) |
| COST/INSERTION | \$90.00 | |
| #INSERTIONS | 1 | |
| TOTAL | \$90.00 | |

And you will probably need this one as well, so I will send it to you now

Smoke Out Point

| | | |
|--------------------|----------------|-----------|
| WIDTH | 3 | C |
| HEIGHT | 4.0 | INCHES |
| AREA | 12.000 | C*INCHES |
| | | |
| RATE | \$7.50 | /(C*INCH) |
| COST/INSERTION | \$90.00 | |
| #INSERTIONS | 1 | |
| TOTAL | \$90.00 | |

On Tue, May 14, 2024 at 3:15 PM Rick Benedict <Rick.Benedict@matsugov.us> wrote:

Hello,

Can I please get the total cost for the publication of this ad?

Thank you,

Respectfully,

Rick Benedict – Current Planner

Development Services Division

Matanuska-Susitna Borough

(907)861-8527 direct

From: Ben Borg <ben.borg@frontiersman.com>
Sent: Wednesday, April 24, 2024 12:52 PM
To: Rick Benedict <Rick.Benedict@matsugov.us>
Cc: Petra Albecker <petra.albecker@frontiersman.com>; Corinne Lindfors <Corinne.Lindfors@matsugov.us>
Subject: Re: MSB Page Ad: Shoreline Cannabis

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

Received and added to the submission folder for 5/1.

On Wed, Apr 24, 2024 at 11:44 AM Rick Benedict <Rick.Benedict@matsugov.us> wrote:

Hello,

Please see the attached ad, map, and ad request for publication on Wednesday, May 1, 2024.

Thank you!

Rick Benedict – Current Planner

Development Services Division

Matanuska-Susitna Borough

(907)861-8527 direct

--

Sincerely,

Ben Borg

Sales Representative, The Mat-Su Valley Frontiersman & The Anchorage Press



<https://www.frontiersman.com/> and <https://www.anchoragepress.com/>

5751 E Mayflower Ct, Wasilla, AK 99654

(907) 600-1696 OFFICE

(907) 987-2059 CELLULAR

[Subscriptions](#) | [Newsletter signup](#) | [Facebook](#) | [iOS app](#) | [Android app](#)

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--

Sincerely,

Ben Borg

Sales Representative, The Mat-Su Valley Frontiersman & The Anchorage Press



<https://www.frontiersman.com/> and <https://www.anchoragepress.com/>

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Support local journalism by subscribing to [The Frontiersman!](#)

Matanuska-Susitna Borough
Development Services Division
350 E. Dahlia Avenue
Palmer, Alaska 99645

«NAME»
«ADDRESS_1»
«ADDRESS_2»
«ADDRESS_3»

The Matanuska-Susitna Borough Planning Commission will consider the following:

Justin Benson, on behalf of Shoreline Cannabis, applied for a Conditional Use Permit under MSB 17.60 – Conditional Uses for the Operation of a Marijuana Retail Facility. The proposed operation is at 4200 E. Snider Drive (Tax ID# 5274B03L007A).

The Matanuska-Susitna Borough Planning Commission will conduct a public hearing concerning the application on Monday, June 17, 2024, at 6:00 p.m. in the Borough Assembly Chambers at 350 E. Dahlia Avenue in Palmer. This may be the only presentation of this item before the Planning Commission, and you are invited to attend. Planning Commission members may not receive or engage in ex-parte contact with the applicant, other interested parties in the application, or members of the public concerning the application or issues presented in the application.

Application materials may be viewed online at www.matsugov.us by clicking “All Public Notices & Announcements.” For additional information, contact Rick Benedict, Current Planner, at (907) 861-8527. Provide written comments by e-mail to rick.benedict@matsugov.us, or by mail to MSB Development Services Division, 350 E. Dahlia Avenue, Palmer, AK 99645.

The public may provide verbal testimony at the meeting or telephonically by calling 1-855-290-3803. To be eligible to file an appeal from a decision of the Planning Commission, a person must be designated an interested party. See MSB 15.39.010 for the definition of an interested party. The procedures governing appeals to the Board of Adjustment and Appeals are contained in MSB 15.39.010-250, which is available on the Borough home page: www.matsugov.us, in the Borough Clerk’s office, and at various libraries within the borough.

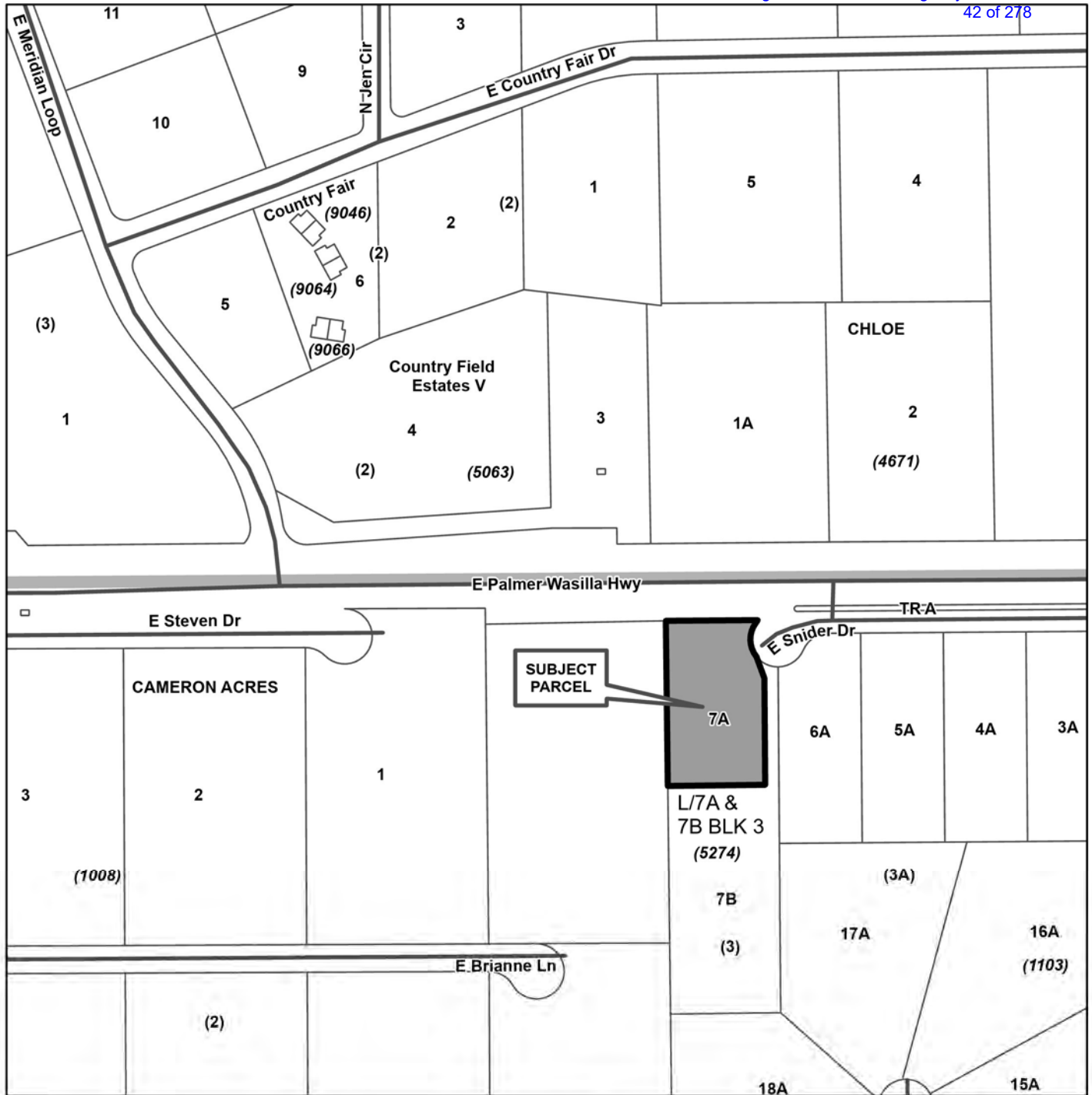
Comments are due on or before May 31, 2024, and will be included in the Planning Commission packet. Please be advised that comments received from the public after that date will not be included in the staff report but will be provided to the Commission at the meeting.

Name: _____ Mailing Address: _____

Location/Legal Description of your property: _____

Comments: _____

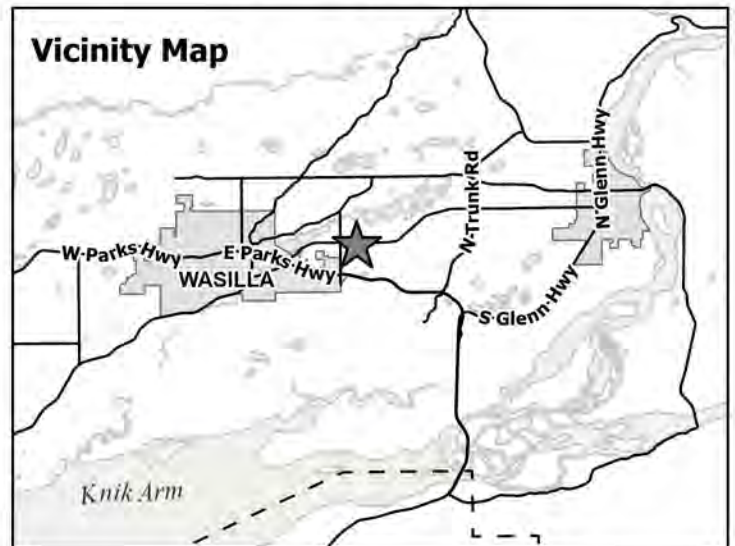
Note: Vicinity Map Located on Reverse Side



5274B03L007A



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From: [Rick Benedict](#)
To: [Corinne Lindfors](#)
Cc: [Lacie Olivier](#)
Subject: Public Mailing - Shoreline Cannabis CUP - Marijuana Retail Facility
Date: Wednesday, April 24, 2024 12:01:00 PM
Attachments: [5274B03L007A Main Layout.pdf](#)
[Public Notice Mailing Shoreline Cannabis CUP.docx](#)
[Midway Estates SubDivision Listing.pdf](#)

Hi again Corinne,

Another mailing request, please

By Friday, May 10. The notice area is to all property owners within 600 feet of the exterior boundary of the property subject to this application and to all property owners within Midway Estates Subdivision (list attached).

Thank you!

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



Certificate of Bulk Mailing - Domestic

Fee for Certificate

Up to 1,000 pieces (1 certificate for total number)

For each additional 1,000 pieces, or fraction thereof

Duplicate Copy

Use Current Price List (Notice 123)

| | | | |
|---|---|--|--|
| Number of Identical Pieces 63 | Class of Mail 7jt | Postage for Each Mailpiece Paid <input type="checkbox"/> Verified | Number of Pieces to the Pound 45 |
| Total Number of Pounds 1165.4oz | Total Postage Paid for Mailpieces 40.32 | Fee Paid 11.10 | |

Mailed For **Permits** Mailed On **MAY 10 2024** by **I. Fodge**

Postmaster's Certification

It is hereby certified that the number of mailpieces presented and the associated postage and fee were verified. This certificate does not provide evidence that a piece was mailed to a particular address.

[Signature]
(Postmaster or Designee)

Postage: Mailers must affix meter, PC Postage®, or (uncanceled) postage stamps here in payment of total fee due.



Acceptance employee must cancel po: affixed (by round-date) at the time of tr

If payment of total fee due is being paid by Permit Imprint, include the PostalOne!® Transaction Number here: _____

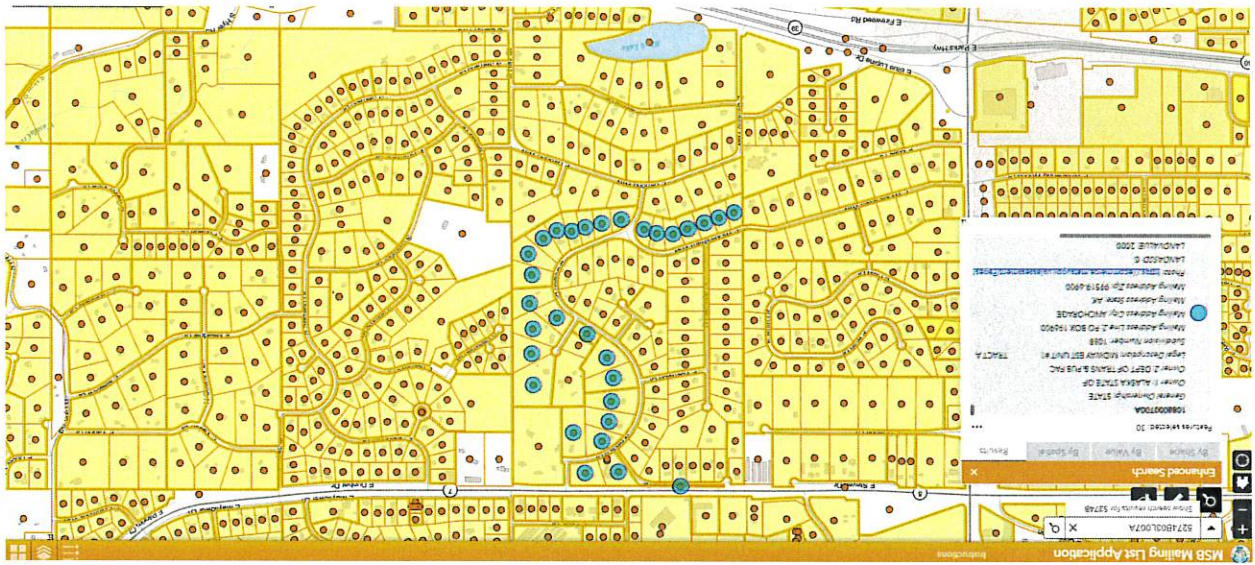


See Reverse for Instructions

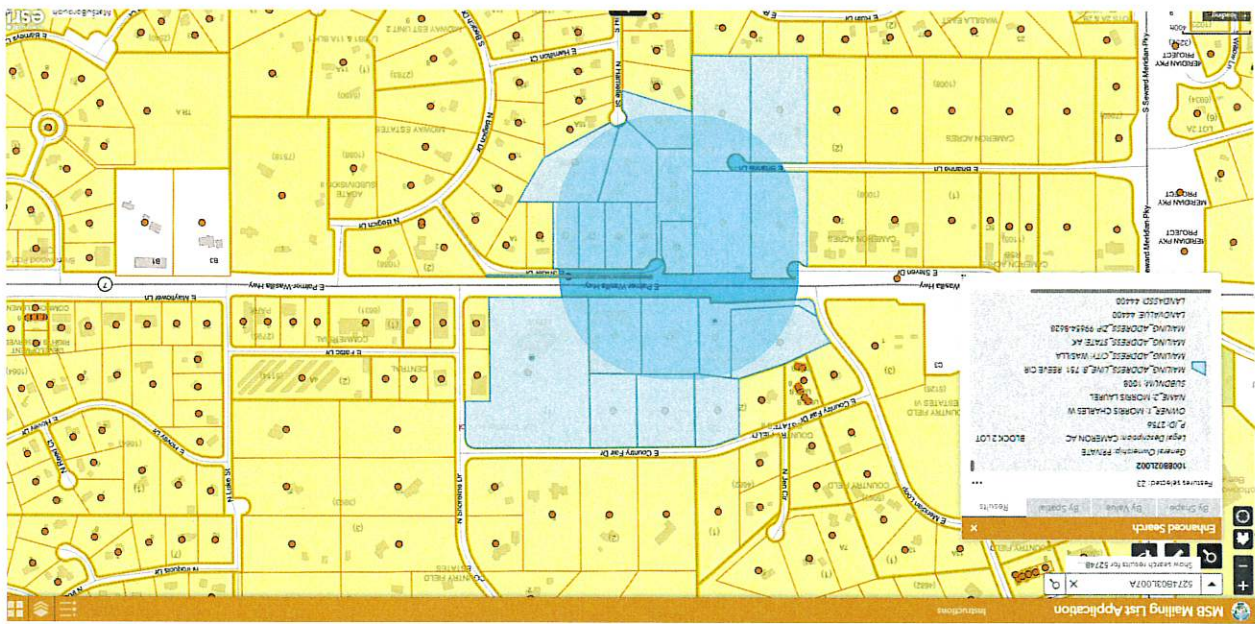
Shoreline list

| Number | Tax Account | Owner 1 | Owner 2 | Mailing Address Line 1 | Mailing Address Line 2 | Mailing Address City | Mailing Address State | Mailing Address Zip |
|--------|---------------|-----------------------------------|-------------------------|------------------------|--------------------------|----------------------|-----------------------|---------------------|
| 1 | 10088021002 | MORRIS CHARLES W | MORRIS LAUREL | | 751 REEVE CIR | WASILLA | AK | 99654-8628 |
| 2 | 999700010152 | AT&T MOBILITY | | ATTN PROPERTY TAX DEPT | 1010 PINE 9E-L-01 | ST LOUIS | MO | 63101 |
| 3 | 110383A1005A | JOHNSON DE A & NANCY K | | | PO BOX 876410 | WASILLA | AK | 99687-6410 |
| 4 | 110383A1004A | CUMMINGS RODNEY M & LINNEA | | | 4330 SNIDER DR | WASILLA | AK | 99654 |
| 5 | 5274801007B | WILKINSON TIMOTHY A | | | 4220 E SNIDER DR | WASILLA | AK | 99654 |
| 6 | 110383A1017A | ABEL WANDA M | | C/O IDA CLARK | 380 N HARRIETTE ST | WASILLA | AK | 99654-7627 |
| 7 | 46710001002 | MERIDIAN PARK MEDICAL HOLDING LLC | | | 4237 E MERIDIAN LOOP | WASILLA | AK | 99654 |
| 8 | 110383A1006A | HERVEY RUTH A | | | 4250 E SNIDER DR | WASILLA | AK | 99654 |
| 9 | 5063801005 | PRECISION PROPERTIES LLC | | | 4237 E MERIDIAN LOOP | WASILLA | AK | 99654 |
| 10 | 39938010003 | KNIK TRIBE | | | PO BOX 875322 | WASILLA | AK | 99687-5322 |
| 11 | 110383A1016A | MONTALBANO JOS & JUDITH E | | | 475 N BEGICH DR | WASILLA | AK | 99687-1565 |
| 12 | 39938010003 | KNIK TRIBE | | | PO BOX 871565 | WASILLA | AK | 99687-1565 |
| 13 | 110383A1003A | SNIDER DRIVE LLC | | | 681 W LAZY K LN | WASILLA | AK | 99654 |
| 14 | 50638021004 | MTN VILLAGE LLC | | | 4701 E SHORELINE CIR | WASILLA | AK | 99654 |
| 15 | 17N016078003 | STORAGE CACHE LLC | | | 19025 VILLAGE SCENIC PKY | ANCHORAGE | AK | 99516-6202 |
| 16 | 50638021001A | SCHWABASALASKA LLC | | | PO BOX 876452 | WASILLA | AK | 99687 |
| 17 | 1088000700A | ALASKA STATE OF | DEPT OF TRANS & PUB FAC | | PO BOX 196900 | ANCHORAGE | AK | 99519-6900 |
| 18 | 110383A1018A | WHALEY DERITH F | | | 350 N HARRIETTE ST | WASILLA | AK | 99654 |
| 19 | 10088010001 | MORRIS CHARLES W | | | 751 S REEVE CIR | WASILLA | AK | 99654 |
| 20 | 10088011001 | 2 BLIND MICE LLC | | | 892 E USA CIR | WASILLA | AK | 99654-7106 |
| 21 | 5274801007A | J & T LLC | | STE 106 | 6405 COBBLECREEK CIR | ANCHORAGE | AK | 99507 |
| 22 | 46828021001 | MCBRIDE GARY A & ROBYN | | | 4228 E COUNTRY FAIR DR | WASILLA | AK | 99654 |
| 23 | 10888011004 | STRINGER ALAN & REBECCA | | | 525 N BEGICH DR | WASILLA | AK | 99654-7644 |
| 24 | 10888011006 | THYGESON MARK & ROXANNE R | | | 425 N BEGICH DR | WASILLA | AK | 99654 |
| 25 | 10888011007 | HOTTENSTEIN JAMES E SR | KEISER LAURA | | 315 N BEGICH DR | WASILLA | AK | 99654 |
| 26 | 10888021001 | METHVEN NICHOLAS & ERIN | | | 4681 E SHORELINE CIR | WASILLA | AK | 99654 |
| 27 | 10888021002 | RLH LLC | % AURORA DENTAL | | 4501 E SNIDER DR | WASILLA | AK | 99654 |
| 28 | 18610001010A | QUAM BRIAN E & TIFFANY J | | | 435 S BEGICH DR | WASILLA | AK | 99654-7619 |
| 29 | 27838011008 | STOLTZ DOMINIC & CHRISTIAN | | | 301 S BEGICH DR | WASILLA | AK | 99517-2346 |
| 30 | 27838011009 | BOYLE LAWRENCE R | BROWN SULEEN A | | 3805B RICHARD EVELYN BYR | ANCHORAGE | AK | 99654 |
| 31 | 27838011012 | BOWERS WM H JR & SANDRA L | | | 305 BARTLETT CIR | WASILLA | AK | 99654 |
| 32 | 27838011013 | BOWERS WM H & SANDRA | | | 305 S BARTLETT CIR | WASILLA | AK | 99654 |
| 33 | 27838011014 | SLATER JOHN L & LINDA E | | | 375 S BARTLETT CIR | WASILLA | AK | 99654 |
| 34 | 27838011015 | CROCKETT CHARLOTTE F | | | 495 S BEGICH DR | WASILLA | AK | 99654 |
| 35 | 27838011016 | KELLY PHILLIP L & JENNIFER L | | | 525 S BEGICH DR | WASILLA | AK | 99654-7621 |
| 36 | 27848011017 | HAYES CHARLES D & NANCY M | | | PO BOX 872749 | WASILLA | AK | 99687-2749 |
| 37 | 27848011018 | SHAW MICHAEL O | | | 575 S BEGICH DR | WASILLA | AK | 99654 |
| 38 | 27848011019 | WATSON MARCIA ROSE LVG TR TRE | | | 651 S BEGICH DR | WASILLA | AK | 99654 |
| 39 | 27848011020 | DIETRICH MATTHEW F | | | 701 S BEGICH DR | WASILLA | AK | 99654-7623 |
| 40 | 27848011021 | MACINTOSH CHARLES DONALD LVG TR | | | 751 S BEGICH DR | WASILLA | AK | 99654-7623 |
| 41 | 27848011022 | SMITH SUSAN M | | | 801 S BEGICH DR | WASILLA | AK | 99654 |
| 42 | 27848011023 | MOGEN JASON | MOEDE MELISSA | | 901 S BEGICH DR | WASILLA | AK | 99654 |
| 43 | 27848011024 | ZIMMERMAN GLEN R & GLYNIS J | | | 5661 E REVOLUTIONARY WAY | WASILLA | AK | 99654-6724 |
| 44 | 27848041001 | TEUTSCH-BROSH GWENDOLYNNE | TEUTSCH VELMA B | | 4360 E WICKERSHAM WAY | WASILLA | AK | 99654 |
| 45 | 27848041003 | EHRENHOFFER VOLKER | | | 4330 WICKERSHAM WAY | WASILLA | AK | 99654 |
| 46 | 27848041004 | TUCKER DANIEL J & CONNIE M | | | 4250 E WICKERSHAM WAY | WASILLA | AK | 99654-7637 |
| 47 | 27848041006 | RATH JEREMY L | | | 4200 E WICKERSHAM WAY | WASILLA | AK | 99654-7637 |
| 48 | 27848041007 | BRENNAN MICHAEL A & C | | | 2330 LOREN CIR | ANCHORAGE | AK | 99516 |
| 49 | 27858011025 | HOSKINS RANDALL & MICHELE | THOME RICHARD & OPAL | | 4555 E DIMOND WAY | WASILLA | AK | 99654 |
| 50 | 27858011026 | MAZZELLA WILLIAM J & RUTH | | | 1841 ORCHARD PL | ANCHORAGE | AK | 99502 |
| 51 | 27858011027 | AWROSE SILVIA H | | | 751 S REEVE CIR | WASILLA | AK | 99654 |
| 52 | 27858011029 | MORRIS CHARLES W & LAUREL M | | | PO BOX 24 | WILLOW | AK | 99688-0024 |
| 53 | 27858041008 | MEYER TIMOTHY E & ANITA C | | | PO BOX 877034 | WASILLA | AK | 99687-7034 |
| 54 | 27858041009 | BLOOMQUIST ERIC M & VICKI | | | PO BOX 874574 | WASILLA | AK | 99687 |
| 55 | 27858041010 | MILLHOUSE TROUT D | | | 4375 DIMOND WAY | WASILLA | AK | 99654 |
| 56 | 27858041011 | ANDERSON ELIZABETH C | | | PO BOX 4026 | PALMER | AK | 99645 |
| 57 | 27858041012 | VAN EVERY ALLEN & DANA L | | | 1100 S HAY ST | WASILLA | AK | 99654 |
| 58 | 27858061001 | MID-VALLEY CHRISTIAN CTR | | | 1050 HAY ST | WASILLA | AK | 99654 |
| 59 | 27858061003 | STRAWSER DAVID L & P I | | | 400 S BARTLETT CIR | WASILLA | AK | 99654 |
| 60 | 5190801101081 | FUJIMOTO SUSAN | | | 300 BARTLETT CIR | WASILLA | AK | 99654 |
| 61 | 519080110111A | SAWYER WILLARD L | | | 4460 E DIMOND WAY | WASILLA | AK | 99654-8633 |
| 62 | 528685A1009B | MATNEY PETINA C | JENSEN LEIF M | | PO BOX 2090 | THOMPSON FLS | MT | 59873-2090 |
| 63 | 528685A1011B | THOMPSON MICHELLE | | | | | | |

| | | |
|------|--------------------------------|------|
| 2785 | MIDWAY EST UNIT #4 | WA10 |
| 2785 | MIDWAY EST UNIT #4 | WA10 |
| 2785 | MIDWAY EST UNIT #4 | WA10 |
| 5190 | MIDWAY EST UNIT #2 RSB B1 L10B | WA10 |
| 5190 | MIDWAY EST UNIT #2 RSB B1 L10B | WA10 |
| 5274 | MIDWAY EST UNIT #1 RSB B/3 L/7 | WA10 |
| 5274 | MIDWAY EST UNIT #1 RSB B/3 L/7 | WA10 |
| 5286 | MIDWAY EST UNIT #4 B/5A L/9-11 | WA10 |
| 5286 | MIDWAY EST UNIT #4 B/5A L/9-11 | WA10 |



1088,1861, 2783, 2784



Shoreline 600 feet Radius

Site Visit Photos

Conducted 5/22/2024



View to west from East Snider Drive. Proposed use left of photo.



View to southwest from East Snider Drive. Proposed use centered in photo.



ADOT permitted driveway access from East Palmer Wasilla Hwy. Centered in photo.
View to northwest.



Eastern view of the rear of the proposed use. Treed area providing visual buffer right of photo.



Northeast view of the proposed use. Lighting and security cameras shown as described in application packet. East Palmer Wasilla Hwy in background.



SHORELINE CANNABIS

Proposed 21' x 3' signage to be installed on front of building, backlit during opening hours.



Southeast view of the proposed building. Additional lighting and security cameras shown.



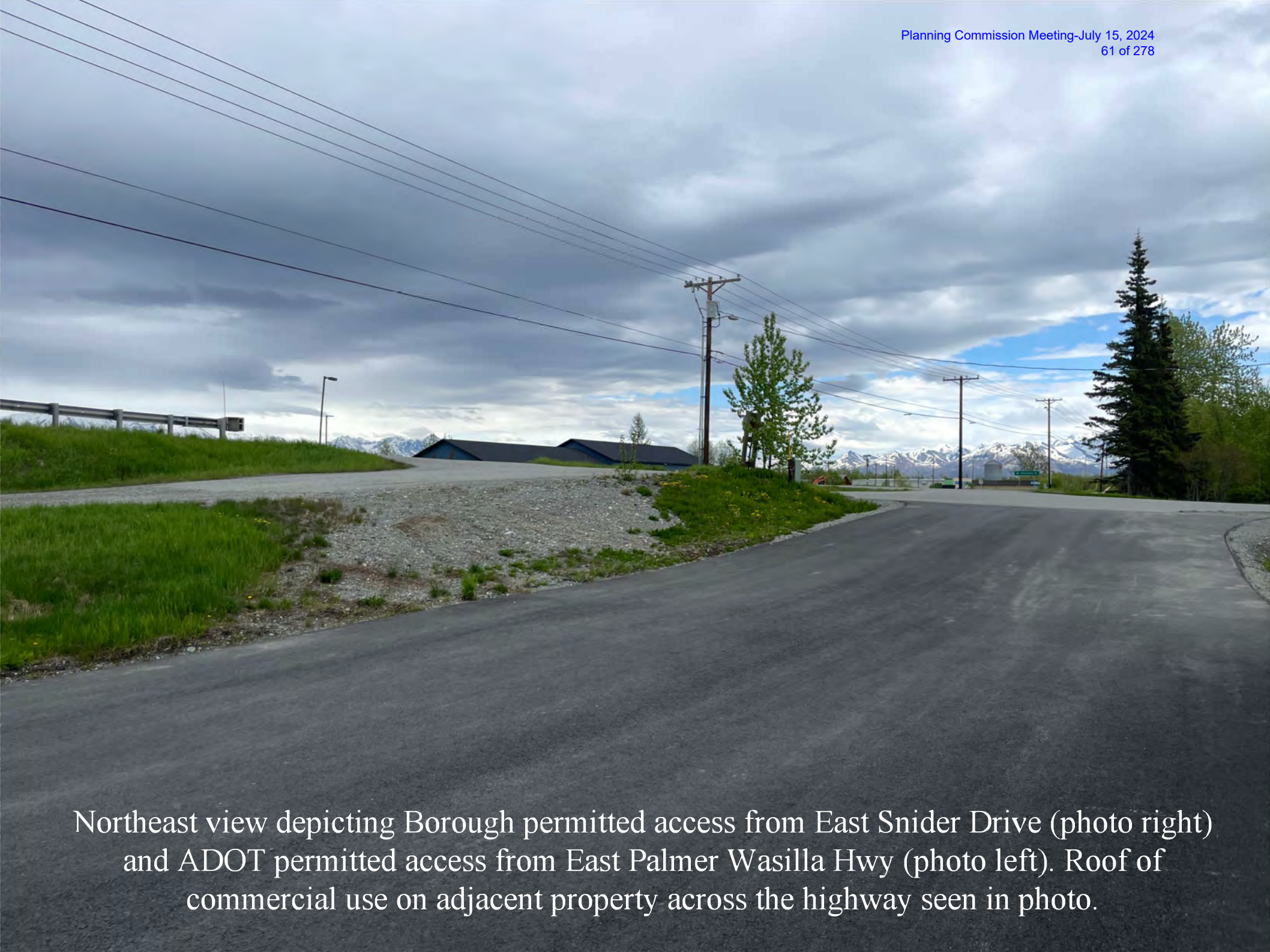
Easterly view depicting access from East Snider Drive (center photo) and East Palmer Wasilla Hwy (left of photo). Dog boarding business shown in background on separate property.



View to west depicting commercial storage business on adjacent property. ADOT permitted driveway access depicted right of photo.



ADOT permitted driveway access depicted center of photo. View is to the northwest.



Northeast view depicting Borough permitted access from East Snider Drive (photo right) and ADOT permitted access from East Palmer Wasilla Hwy (photo left). Roof of commercial use on adjacent property across the highway seen in photo.



View to southeast from East Snider Drive access point. Dog boarding business pictured left of photo.



Southwest view of the proposed use. Foreground and right of photo depicts area of concern in regard to drainage. Construction of the East Snider Drive paved access has created a concern for meltoff and rain to drain off the subject property onto adjacent properties.



View to west of the proposed building.



View to west from the eastern property line. Treed area south of building providing visual screening to residential properties located to the south and west.



View to the west from the access point to East Snider Drive from East Palmer Wasilla Hwy. ADOT permitted driveway access depicted right center of photo providing access to the proposed use and the adjacent property for commercial storage activities.

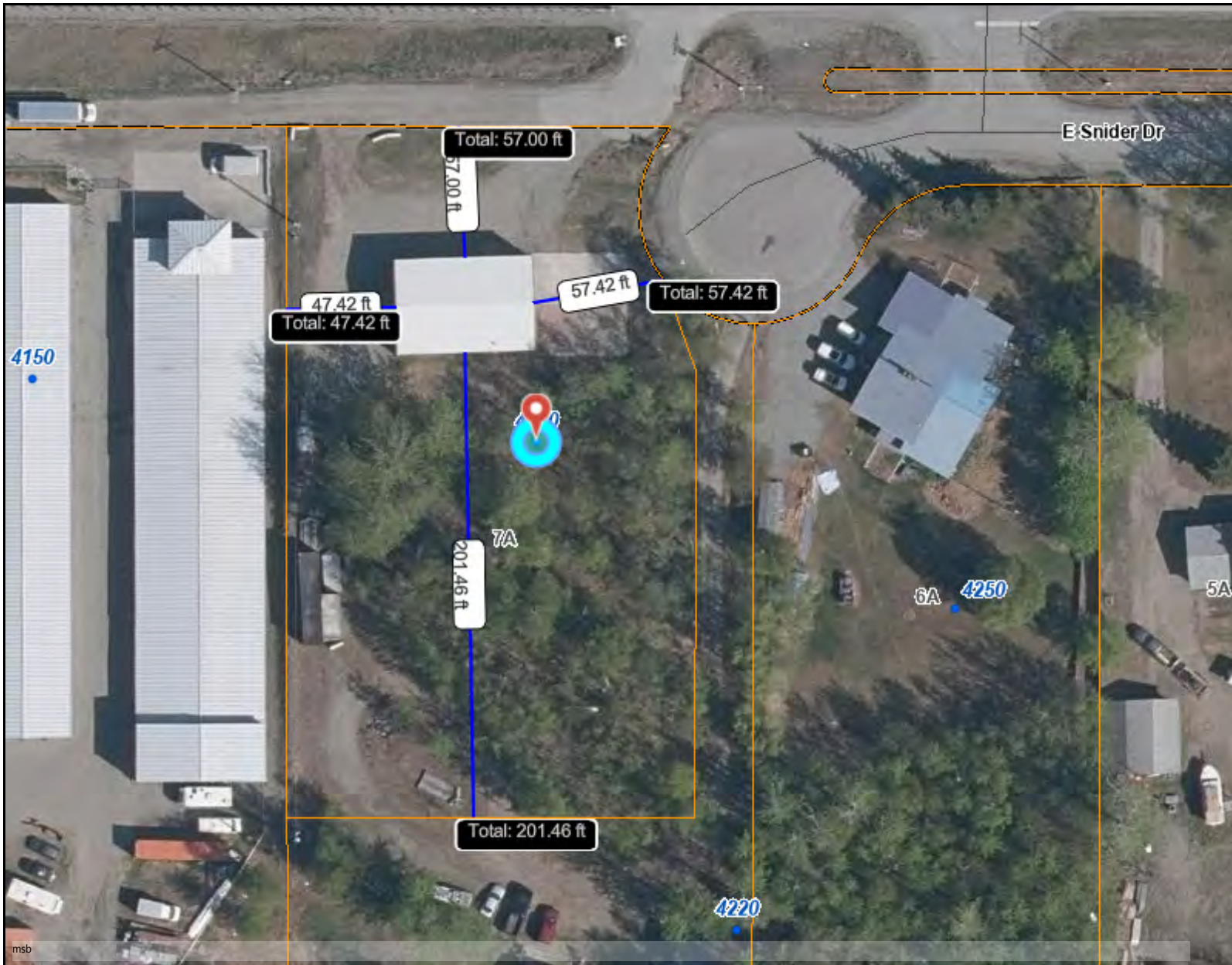


View to the south from East Palmer Wasilla Hwy depicting the street view of the proposed use to westbound traffic.

SITE PLAN



Matanuska-Susitna Borough



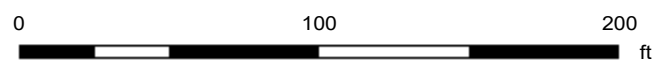
Legend

ParcelViewer

- Roads
 - Minor Road
- Mat-Su Borough Boundary
- Address Numbers
- Parcels
- ROW and Easements
 - ROW Road
- Section Lines

1 : 1611

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Notes
 SHORELINE CANNABIS SITE PLAN -
 FRONT, SIDE & REAR
 SETBACK/PROPERTY LINE DISTANCES



Matanuska-Susitna Borough



Legend

ParcelViewer

- Roads
 - Major Road
 - Minor Road
- Mat-Su Borough Boundary
- Address Numbers
- Parcels
- ROW and Easements
 - ROW Road
- Licensed Premises**
- Drainage**

1 : 2204

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Notes
SHORELINE CANANBIS - SITE PLAN - DRAINAGE

E Snider Dr









Grass & Gravel Buffer

Regular Parking

H

SHORELINE CANNABIS (LIC#32848)

KEY

-  = PLOT LINES
-  = LICENSED PREMISES
-  = Proposed Floodlights
-  = Proposed Sign (Front Facing)
-  = Proposed Fencing
-  = ADA Parking (See Parking Dimension Plan)
-  = Regular Parking
-  = Traffic Flow

40 FEET



ALTERNATE SITE PLAN/TRAFFIC FLOW
SNIDER DRIVE ACCESS ONLY
PROPOSED BARRIER SHOWN

Alternate traffic plan and barrier
shown if access from Palmer-Wasilla
Highway or frontage is removed or
becomes inaccessible.

Grass & Gravel Buffer









E Snider Dr

Regular Parking

H

SHORELINE CANNABIS (LIC#32848)

KEY

-  = PLOT LINES
-  = LICENSED PREMISES
-  = Proposed Floodlights
-  = Proposed Sign (Front Facing)
-  = Proposed Fencing
-  = ADA Parking (See Parking Dimension Plan)
-  = Regular Parking
-  = Traffic Flow

40 FEET





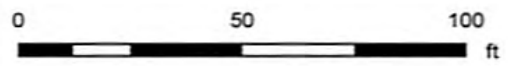
Legend

ParcelViewer

- Roads
 - Major Road
 - Minor Road
- Mat-Su Borough Boundary
- Address Numbers
- Parcels
- ROW and Easements
 - ROW Road
- Section Lines

1 : 1102

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Notes
SHORELINE CANNABIS - PARKING
DETAILS & DIMENSIONS

APPLICATION MATERIAL



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: 17, Range: N01, Section: E07, Meridian: Seward

MSB Tax ID# 55274B03L007A

SUBDIVISION: MIDWAY EST UNIT #1 RSB B/3 L/7 BLOCK(S): 3, LOT(S): 7A

STREET ADDRESS: 4200 E Snider Drive, Wasilla, AK 99654

FACILITY / BUSINESS NAME: Shoreline Cannabis

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

J & T LLC

Mailing: 6405 Cobblecreek Circle

Anchorage, AK 99507

Phone: Hm _____ Fax _____

Wk 907-240-6795 Cell _____

E-mail terigunter@sencoak.com

Name of Agent / Contact for application

Justin Benson (Jana Weltzin, Esq - Attorney)

Mailing: PO Box 141463

Anchorage, AK 99514

Phone: Hm _____ Fax _____

Wk _____ Cell 907-280-7098

E-mail justin.benson121@yahoo.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. | Attached |
| Signage – Existing and Proposed. | Attached |
| Location and dimensions for all access points to and from the site to public rights-of-way or public access easements. | Attached |
| Buffering – Fences, vegetation, topography, berms, and any landscaping | Attached |
| Drainage | Attached |
| Vehicular and pedestrian circulation patterns. | Attached |
| Exterior site lighting. | Attached |
| Location and dimensions of parking areas to be provided | Attached |
| Scale and north arrow using standard engineering intervals such as 1" = 30', 1" = 50' or similar as required by project size. | Attached |

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

| | |
|--|------------------------------|
| 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 review 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. | Contained in 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 | Contained in Narrative |
| Describe how this use is compatible with the character of the surrounding area. | Contained in Narrative |
| Current status of State License application process – 17.60.150 (D) (1) | Approved by MCB |

| | |
|--|-----------------|
| 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. | Attached |
| Provide information showing minimum parking standards have been met as required by MSB 17.60.170 (B) and (C). | Attached |

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

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

MSB Tax account #(s) 55274B03L007A 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.

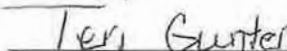

I understand all activity must be conducted in compliance with all applicable standards of MSB 17.60 and with all other applicable borough and state.

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.

| | | |
|---|---------------|----------------|
|  | Teri Gunter | <u>2-12-24</u> |
| Signature: Property Owner | Printed Name | Date |
|  | Justin Benson | <u>2-12-24</u> |
| Signature: Agent | Printed Name | Date |

Met. 5274 B03E07A
79 of 278

PERMIT CENTER – FEE RECEIPT FORM

Property Location: 4200 E. Switzer Dr.

Applicant: Shoreline Cannabis
Attn: Justin Benson

| 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, owner) | \$100.00 |
| 8.41.010 Marijuana License - Alcohol & Marijuana Control Office (AMCO) Referrals for Matanuska Susitna Borough Review of Issuance, renewal or transfer (location, owner) | \$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 / Per Day | \$300.00 |
| 17.02 Mandatory Land Use Permits | \$50.00 |
| 17.04 Nancy Lake Special Land Use District CUP | \$1,500.00 |
| 17.06 Electrical Generating & Delivery Facility Application | \$500.00 |
| 17.08 Hay Flats Special Land Use District Exception Application | \$1000.00 |
| 17.17 Denali State Park Conditional Use Permit | \$1500.00 |
| 17.18 Chickaloon Special Land Use District CUP | \$1500.00 |
| 17.19 Glacier View Special Land Use District CUP | \$1500.00 |
| 17.23 Port MacKenzie Development Permit | \$1000.00 |
| 17.25 Talkeetna Conditional Use Permit | \$1500.00 |
| 17.25 Talkeetna Conditional Use Permit – Variance | \$1500.00 |
| 17.27 Sutton Special Land Use District CUP | \$1500.00 |
| 17.29 Flood Damage Prevention Development Permit | \$100.00 |
| 17.29 Flood Damage Prevention Development Permit –Variance | \$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 Lots Additional Lots or tracts being created – Per Lot | \$500.00 \$100.00 |
| 17.48 Mobile Home Park Permit Application | \$500.00 |
| 17.52 Residential Land Use District App (Rezone) | \$1,000.00 |
| 17.52 Conditional Use Permit Application CUP | \$1,500.00 |
| 17.55 Shoreline Setback Exception Application | \$300.00 |
| <input checked="" type="checkbox"/> 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 | \$100.00 |
| | Nonconforming Use | \$200.00 |
| | Administrative Permit | \$500.00 |
| | Conditional Use Permit | \$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: 2/20/24 Receipt # 1286 By: MC

Matanuska-Susitna Borough
Finance
350 E Dahlia Avenue
Palmer, AK 99645
907-861-8610
Welcome

03/05/2024 03:31PM Madeline C
000061-0015 000001286
Payment Effective Date 03/05/2024

MISCELLANEOUS RECEIPT

| | |
|-----------------------|-------------------|
| 100000000 341300 - | |
| Planning - Platting - | |
| 2024 Item: 57 | |
| 1 @ \$1,500.0000 | |
| 100000000 341300 - | |
| Planning - Platting - | |
| Map Fees | \$1,500.00 |
| | ----- |
| | \$1,500.00 |
| Subtotal | \$1,500.00 |
| Total | \$1,500.00 |
| CHECK | \$1,500.00 |
| Check Number 4722 | |
| | ----- |
| Change due | \$0.00 |

Paid by: JDW LLC

Comments: CONDITIONAL USE PERMIT
APPLICATION

Thank you for your payment

CUSTOMER COPY



MATANUSKA-SUSITNA BOROUGH

Real Property Detail for Account: 55274B03L007A

Site Information

| | | | |
|---|--|-------------|--------------------------------|
| Account Number | 55274B03L007A | Subdivision | MIDWAY EST UNIT #1 RSB B/3 L/7 |
| Parcel ID | 67632 | City | None |
| TRS | S17N01E07 | Map WA10 | Tax Map |
| Abbreviated Description (Not for Conveyance) | MIDWAY EST UNIT #1 RSB B/3 L/7 BLOCK 3 LOT 7A | | |

Site Address

4200 E Snider Dr

Ownership

| | | | |
|-------------------------|--|-------------------------|--|
| Owners | J & T LLC | Buyers | |
| Primary Owner's Address | 6405 COBBLECREEK CIR ANCHORAGE AK 99507 | Primary Buyer's Address | |

Appraisal Information

| Appraisal Information | | | | Assessment | | | |
|-----------------------|----------------|-----------------|-----------------|------------|---------------|----------------|-----------------------------|
| Year | Land Appraised | Bldg. Appraised | Total Appraised | Year | Land Assessed | Bldg. Assessed | Total Assessed ¹ |
| 2024 | \$130,900.00 | \$94,800.00 | \$225,700.00 | 2024 | \$130,900.00 | \$94,800.00 | \$225,700.00 |
| 2023 | \$130,900.00 | \$98,800.00 | \$229,700.00 | 2023 | \$130,900.00 | \$98,800.00 | \$229,700.00 |
| 2022 | \$130,900.00 | \$93,300.00 | \$224,200.00 | 2022 | \$130,900.00 | \$93,300.00 | \$224,200.00 |

Building Information

Structure 1 of 1

| | | | |
|-------------------|---------------|--------------------|------------|
| Residential Units | 0 | Use | Wholesale |
| Condition | Standard | Design | Commercial |
| Basement | None | Construction Type | Metal |
| Year Built | | 2001 Grade | None |
| Foundation | Slab on Grade | Building Appraisal | \$85300 |
| Well | | Septic | |

Building Item Details

| Building Number | Description | Area | Percent Complete |
|-----------------|-------------|------|------------------|
|-----------------|-------------|------|------------------|

Tax/Billing Information

| Year | Certified | Zone | Mill | Tax Billed | Recorded Documents | Recording Info (offsite link to DNR) |
|------|-----------|------|--------|------------|--------------------------------------|--------------------------------------|
| 2024 | No | 0006 | :: | :: | 9/13/2023 QUITCLAIM DEED (ALL TYPE) | Palmer 2023-016650-0 |
| 2023 | Yes | 0006 | 12.583 | \$2890.31 | 11/28/2005 WARRANTY DEED (ALL TYPES) | Palmer 2005-033629-0 |
| 2022 | Yes | 0006 | 13.882 | \$3112.34 | | |

Tax Account Status ²

| Status | Tax Balance | Farm | Disabled Veteran | Senior | Total ³ | LID Exists |
|---------|-------------|--------|------------------|--------|--------------------|------------|
| Current | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | No |

Land and Miscellaneous

| Gross Acreage | Taxable Acreage | Assembly District | Precinct | Fire Service Area | Road Service Area |
|---------------|-----------------|-----------------------|------------------------|--------------------|-------------------|
| 1.18 | 1.18 | Assembly District 003 | 28-470 | 130 Central Mat-Su | 009 Midway RSA |

¹ Total Assessed is net of exemptions and deferrals, rest, penalties, and other charges posted after Last Update Date are not reflected in balances.

² If account is in foreclosure, payment must be in certified funds.

³ If you reside within the city limits of Palmer or Houston, your exemption amount may be different.

From: [Brenda Butler](#)
To: [Rick Benedict](#); [Peggy Horton](#)
Cc: [Justin Benson](#); [Jana Weltzin](#); [Randi Baker](#)
Subject: Shoreline Cannabis Conditional Use Permit Application
Date: Thursday, February 15, 2024 4:03:28 PM
Attachments: [CUP Application - Shoreline Cannabis - Signed.pdf](#)
[MSB CUP Narrative - Shoreline Cannabis.pdf](#)
[Owner & Agent Permission Letter - Shoreline Cannabis - Signed.pdf](#)
[MSB Site Plans.pdf](#)
[Floor Plan.pdf](#)
[1000 Buffer Map .pdf](#)
[32848 Board Action Letter MSB Retail.pdf](#)
[2024-022 Central Mat-Su Fire Approval.pdf](#)
[Driveway Permit.pdf](#)

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

Good Afternoon Rick and Peggy,

Please find the attached application and supporting documents for Retail Marijuana Store conditional use permit.

The \$1500.00 application fee will be paid via the MSB eCommerce site using the AMCO license number 32848 immediately after this submission.

Please confirm receipt of this email submission and all 9 of its attachments.

Thank you and have a wonderful evening.

--

**** 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

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

February 12, 2024

Owner & Agent Permission Letter for Use and Occupancy of Premises

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

Re: Shoreline Cannabis – Owner & Agent Authorization

Dear Planning Office:

We, Jackie Glatt and Teri Gunter, of J & T LLC, grant Lake Landing Investments, LLC permission to lease and use our property at 4200 E Snider Road Wasilla, AK 99654 as a Marijuana Retail Store. I am aware that Lake Landing Investments, LLC will be commercially selling marijuana and marijuana products on this property once the Matanuska-Susitna Borough approves the conditional use permit.

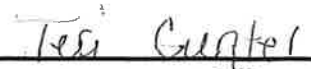
I, Justin Benson and Athena Rotzler, managing members of Lake Landing Investments, LLC, authorize Jana Weltzin and her firm of JDW, LLC to take all necessary actions to apply for and obtain one (1) conditional use permits for the operation of a Marijuana Retail Store of the property owned by J&T LLC located at MIDWAY EST UNIT #1 RSB B/3 L/7 BLOCK 3 LOT 7A, commonly known as 4200 E Snider Road Wasilla, AK 99654.

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

Sincerely,



Jackie Glatt – J&T LLC



Teri Gunter – J&T LLC



**Justin Benson - Managing Member
Lake Landing Investments, LLC**



**Athena Rotzler - Managing Member
Lake Landing Investments, LLC**

A
L
A
S
K
A

2023 - 016650 - 0

Recording District 311 Palmer

09/13/2023 11:23 AM

Page 1 of 4



SPACE ABOVE THIS LINE FOR RECORDER'S USE

QUITCLAIM DEED

The Grantor, Senco Alaska, Inc., an Alaska corporation, whose address is 877 E. Dowling Road, Anchorage, AK 99518, hereby grants, conveys, releases, and quitclaims all of its rights, title, and interest, without warranty, to J & T, LLC, an Alaska limited liability company, having an address of 6405 Cobblecreek Circle, Anchorage AK 99507, in the following described real property:

Lot 7A, Block 3, MIDWAY ESTATES SUBDIVISION, Unit No. 1, according to Plat No. 2002-110, located in the Palmer Recording District, Third Judicial District, State of Alaska


TOGETHER WITH, all and singular, the tenements, hereditaments, and appurtenances thereunto belonging or in any way appertaining.

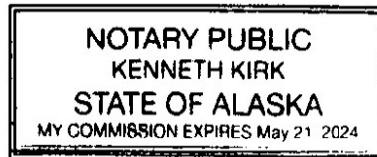
DATED AND SIGNED on September 12, 2023, in Anchorage, Alaska.


Teri L. Gunter, Grantor

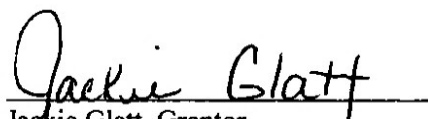
STATE OF ALASKA)
)ss.
THIRD JUDICIAL DISTRICT)

SUBSCRIBED AND SWORN BEFORE ME on September 12, 2023, in Anchorage, Alaska by Teri L. Gunter, for the Grantor.


Kenneth Kirk
Notary in and for Alaska
My Commission Expires: May 21, 2024




DATED AND SIGNED on September 12, 2023, in Anchorage, Alaska.

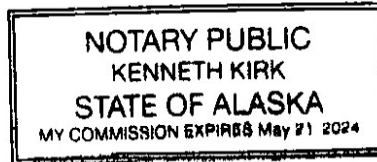

Jackie Glatt, Grantor

STATE OF ALASKA)
)ss.
THIRD JUDICIAL DISTRICT)

SUBSCRIBED AND SWORN BEFORE ME on September 12, 2023, in Anchorage, Alaska
by Jackie Glatt, for the Grantor.



Kenneth Kirk
Notary in and for Alaska
My Commission Expires: May 21, 2024




DATED AND SIGNED on September 12, 2023, in Anchorage, Alaska.



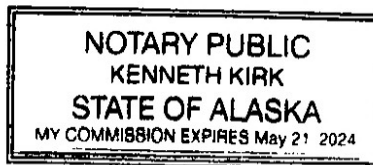
Teri L. Gunter, Grantee
On behalf of J & T, LLC

STATE OF ALASKA)
)ss.
THIRD JUDICIAL DISTRICT)

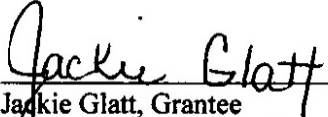
SUBSCRIBED AND SWORN BEFORE ME on September 12, 2023, in Anchorage, Alaska by
Teri L. Gunter, for the Grantee.



Kenneth Kirk
Notary in and for Alaska
My Commission Expires: May 21, 2024



DATED AND SIGNED on September 12, 2023, in Anchorage, Alaska.




Jackie Glatt, Grantee
On behalf of J & T, LLC

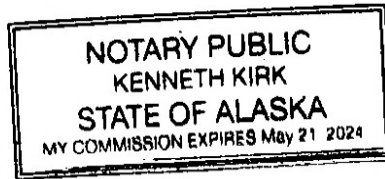


STATE OF ALASKA)
)ss.
THIRD JUDICIAL DISTRICT)

SUBSCRIBED AND SWORN BEFORE ME on September 12, 2023, in Anchorage, Alaska by Jackie Glatt, for the Grantee.



Kenneth Kirk
Notary in and for Alaska
My Commission Expires: May 21, 2024



Filed for Record at the Request of Kenneth Kirk, Attorney at Law

AFTER RECORDING MAIL TO: J & T, LLC, 6405 Cobblecreek Circle, Anchorage AK 99507

Affidavit of Authority attached



**RETAIL MARIJUANA STORE CONDITIONAL
USE PERMIT NARRATIVE**

Lake Landing Investments, LLC

DBA Shoreline Cannabis

a locally owned and operated business

Submitted: _____, 2024

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:

Lake Landing Investments, LLC

Introduction:

We are pleased to introduce lifelong Alaskans and entrepreneurs Justin Benson and Athena Rotzler. Justin is a motivated and successful business owner in Alaska, where he has owned and operated Lawn Pro Alaska, a landscaping company, for more than fifteen years. Justin was uniquely suited to enter into the cannabis industry, in 2002 Justin earned a degree in Horticulture.

Athena has lived in Alaska for eight and a half years and is a stay-at-home mom who makes beautiful jewelry by hand and sells it at local functions; she is married to a lifelong Alaskan and has two children.

Justin is working on opening this retail shop to go along with his active-operating cultivation facility license that is located down the road from this proposed location and wants to take the brand he and Athena have developed to sell their marijuana in their own retail store. By branching out, Justin and Athena will integrate their business to maximize their efficiencies and provide multiple employment opportunities within the industry and within the Mat Su Borough. Justin and Athena are the managing members of Lake Landing Investments, LLC, which owns Shoreline Cannabis, a proposed new Retail Marijuana Store located in the Matanuska - Susitna Borough.

This Conditional Use Permit (“CUP”) application for a Retail Marijuana Store requests approval from this Honorable Commission. Shoreline Cannabis’ retail application has been approved with delegation by the Marijuana Control Board “MCB” during the June 2023 meeting.

Required attachments for a marijuana retail 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 adjacent properties and fits succinctly into the area as there is a mix of uses in the area – the area consists of large lots that house commercial uses such as a storage business and a dog groomer. The property faces the E. Palmer-Wasilla Highway and is situated for commercial use. The entire licensed area, including the restroom, pack/prep/inventory storage rooms, and the retail sales floor, will be approximately 2,400 square feet. The proposed use fits into the surrounding uses’ harmony in size and design. The facility is composed of a steel structural frame, metal roof panels, metal wall bracing, fasteners and sheet metal siding. The retail store is beige in color with black accenting in front, black commercial doors and a silver roof. The facility is located on a 1.18-acre lot off the E Palmer-Wasilla Highway located in the MIDWAY EST UNIT #1 RSB B/3 L/7 subdivision of the Matanuska-Susitna Borough. The surrounding area of the property is bordered by a mixture of commercial use, industrial use, residential homes and vacant lots. There are no sensitive uses within the required 1000 foot as-the-crow-flies measurement as outlined in MSB 17.60, the closest sensitive use is school grounds – Cottonwood Creek Elementary, which is over 3000 feet from the facility to the lot line of the school grounds. Therefore, the proposed use does not detract from the surrounding area’s character, value, and integrity of the surrounding area, however, the applicants are aware of

the residential uses nearby, and will take extra care to be responsive to neighbors if any concerns arise regarding the commercial nature of this proposed use. The facility will not produce any undue noise pollution and has an odor control method in place. It is not expected that the retail facility will generate smell, but regardless the retail will have odor controls. There will be no onsite consumption allowed at this proposed retail establishment. Exterior lights will be installed downward facing to ensure mitigation of light pollution. This retail facility will be operated by knowledgeable licensees who are in the industry, have the education and training to aide in smooth operations; ordinance compliance; regulation compliance etc., has a multitude of industry contacts, and will ensure that this use does not detract from the value, character, and integrity of the surrounding area. The neighboring uses that face the E Palmer-Wasilla Hwy include the storage cache, a pet grooming boutique, veterinary clinic, Builders Choice Lumber, the industrial/commercial neighbor north of the facility is the Schwabenhof, a bar/restaurant across the E. Palmer Wasilla Highway, a major thoroughway in Wasilla.

√ The applicants will ensure that the proposed use will not emit odor, will not produce excess dust, will have limited noise, and will have sufficient parking and loading in order to cut down on traffic generation in front of the premises and on the side-street thus fitting in with adjacent property uses. The facility design utilizes natural landscape screening in the back of the lot and meets the required setback from the side street. 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 and 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.

√ 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 (apart from the bathroom) 24/7 (stored for a minimum of 40 days) to monitor and identify all activity. Specific portions of the store will be designated as restricted access areas, 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 access the restricted access area, the company visitor policy will be adhered to. A visitor will need to show their valid photo identification and obtain a visitor badge which must be visibly displayed on their persons at all times in restricted access areas. All visitors must be pre-approved by a Licensee or management (with the exception of AMCO officials, law enforcement, or an agent of the Matanuska Susitna Borough) - there should be no un-scheduled and unexpected visitors. To maintain the security of the facility and all marijuana products, access the facility will always be monitored and restricted. Access will only be granted to employees and licensees, AMCO agents, law enforcement, and the limited exception of scheduled pre-approved visitors. Additionally, Shoreline Cannabis’ exterior signage will indicate that any members of the public are not allowed unescorted access and will

be clearly displayed on the door. Distinct and apparent cameras will be placed throughout and around the facility to encourage people to not attempt access.

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

√ No – Shoreline Cannabis’ retail establishment has a security system plan, diversion control policies, and a loitering check plan for the retail facility. Shoreline will also provide prompt and effective responses to community concerns if such concerns arise.

√ The facility is a commercial marijuana retail store and will only allow access to those who are at least 21 years of age or older. No persons will be allowed access to any marijuana or marijuana products at any time, unless under direct supervision of a Shoreline Cannabis licensee or employee, as all marijuana and marijuana product must be stored in the restricted access area per AMCO regulations. There is no on-site consumption is allowed at this retail establishment, and no customers will be allowed to consume in their vehicles in the parking lot. A Shoreline Cannabis employee shall perform regular parking lot and perimeter checks throughout the day, frequent but unscheduled, so no member of the public picks up on a scheduled pattern, to ensure that no persons are loitering and to ensure that no customers are consuming product on the property and/or in their vehicles.

√ All marijuana and marijuana products will be displayed in locked display cabinets for customers to view. The area behind the cabinets will be restricted access, and signage will be displayed accordingly. Employees will open the cabinet from within the restricted access area and place the product into exit packaging at the cash register before handing it to the customer. Once a customer’s transaction is complete, they will be instructed by an employee to exit the retail store.

√ To ensure Shoreline Cannabis will only allow access to persons over the age of 21, the retail establishment will check the ID of every person attempting to enter the retail store. Anyone under 21 or who does not produce a valid photo ID issued by a federal or state agency authorized to issue ID cards will be asked to leave the premises, no matter how familiar the employee is with the customer. Any employee checking IDs will have a valid marijuana handler permit and be trained to recognize altered/forged photo IDs.

Additional protections to ensure the prevention of any negative impact on the public health, safety, convenience, and welfare:

√ The facility will have a 24-hour monitoring alarm system, bright, prominent exterior lighting that is downward facing to minimize light pollution to neighboring lots, and video surveillance. All entrances are secured by commercial locking mechanisms and video surveillance to capture individuals within 20 feet. Inside the licensed premises, video surveillance will cover all areas of the facility (with exception of the bathroom) 24/7 (which is stored for a minimum of 40 days) to monitor and identify all activity. All visitors must be pre-approved by a licensee or a manager (with the exception of AMCO agents, MSB agents, and law enforcement). To maintain the security of the facility and all marijuana products, access to the facility will always be

monitored and restricted. Access to restricted areas will only be granted to employees and licensees, AMCO agents, MSB agents, law enforcement, and the limited exception of scheduled pre-approved visitors and those customers over the age of 21. Distinct and apparent cameras will be placed throughout and around the facility to encourage people to not attempt unauthorized access.

✓ On-site video surveillance will continuously monitor all areas of the premises where marijuana is present, including areas where marijuana is packaged, sold, and stored. Employees will perform mandatory inventory counts each week, check counts against Metrc records, compare with point-of-sale reports to ensure no diversion or inversion is occurring, and document the reports as official business records. Shoreline Cannabis will not tolerate theft, inversion, and diversion, and all employees will complete mandatory training to recognize such activity. Shoreline Cannabis management team understands that diversion can happen in two ways - inversion and diversion - and it can be equally profitable to divert product out of the legal system as it is diverting 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, Shoreline Cannabis will notify local law enforcement immediately, comply with all directives, and provide all necessary information and records for the investigation. Shoreline Cannabis 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, the licensees or manager will update the product records in the tracking system, as needed, to maintain an accurate and comprehensive accounting for all marijuana products and inventory. The licensee(s) and/or manager 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 entryway, retail sales area, point of sale system and cash registers, safes, money counting areas, and marijuana/marijuana product storage areas. Security monitors and video recording equipment will be securely located onsite.

✓ Qualified candidates will be hired on probationary period during which time they will receive training and evaluation specific to their position. Training will include marijuana industry trends; customer care; food handling; safety precautions and procedures; legal issues; and state and federal regulations. Training will be refreshed as needed, as well as when new regulations or products are introduced. Employees will be required to demonstrate their knowledge of these concepts before their training will be considered complete. Informative packets will be provided to employees and supplemented/updated as needed. These packets will cover; Marijuana cannabinoids; strain ratios; marijuana benefits and risks; local community concerns to address, general Alaska marijuana law; employment regulations; store policies; security and safety procedures; measures for the prevention of diversion, inversion and theft; recognizing forged, altered, or invalid identification, as well as signs of intoxication; in-depth information about job duties and responsibilities; response procedures for robberies, earthquakes, and other emergencies; statutes regarding confidentiality. Employees will receive semi-annual performance evaluations to ensure that they have retained their training information, and the store remains compliant. As

proper safety and security procedures are of utmost importance to Shoreline Cannabis, the most up-to-date reading materials will always be available to employees. Prior to beginning work, employees will be expected to understand the following: (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) Shoreline Cannabis standards, operational protocol, and best practices concerning marijuana retail sales; (4) general safety procedures and security protocol; (5) how to think defensively if threatening situations occur, and how to recognize the signs of impairment, drug abuse, and instability; (6) in-depth information about our particular strains and marijuana related products; (7) in-depth information on the requirements of each room, task, and system; (8) the general federal, state, and local employment regulations by which Shoreline Cannabis is governed; and (9) retail-specific education. To ensure full coverage for each position, all employees will be cross-trained on the requirements of each job.

√ Shoreline Cannabis will have “No Loitering” signs clearly posted on the exterior of the facility. If an employee suspects a person is loitering outside the licensed premises, they will be given a verbal warning to leave the premises or law enforcement will be notified. Trained employees will maintain periodic checks around the property to deter unauthorized entrance or loitering around the facility. The exterior lighting system will keep the premises well-lit during closed hours and provide extra lighting for all surveillance recordings. Exterior lighting will be shielded and downward-direction to mitigate any unwanted light pollution. Lighting will be frequently checked by an employee to ensure that all fixtures are fully operational. An employee will check surveillance footage to ensure that lighting is adequate to prevent dark spots and capture the best facial image of every person who approaches the facility. If there are any issues with the quality of the surveillance capture, the lighting will be calibrated and/or additional lighting will be installed. All outdoor lighting will be shielded to protect against inclement weather and vandalism. The shielding will also prevent light pollution on the surrounding properties by directing light downwards.

√ The facility’s architectural design incorporates lighting to project light onto the building and downward. The alarm system will monitor for intrusions with motion detectors on the facility windows, entrance and exits, including emergency exits on the west side of the licensed facility, restricted access area which includes secured storage, the office and storage areas during closed hours. Live security footage will also be accessible to the licensees and management via their cellular phones so they may keep an eye on the facility even when they are away. Any unauthorized or attempted intrusion will prompt an automatic electronic alert to the security company who will contact local law enforcement and a licensee or manager. All alarm systems and devices will be tested every six (6) months.

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

√ As described previously, Shoreline Cannabis is located within a 1.18-acre parcel. This application and the layout of Shoreline Cannabis meet the required setbacks, buffers, and lot area. The entire retail operation is enclosed in a commercial-grade building.

√ There will be plenty of on-site parking for this use, including accessible spaces. Shoreline Cannabis' facility is 2,400 square feet, per MSB 17.60.150, the retail store requires 8 parking spaces (1 space per 350 sqft). Shoreline Cannabis has 7 10W x 20L parking spaces, and one ADA 11W x 5 isle x 20L parking space.

√ The facility has incorporated measures to reduce the negative effects it may have on the surrounding properties including, but not limited to, natural landscaping screening behind the facility, a u-shaped driveway and paved parking in front of the building and a black & beige commercial-metal architectural design that will not detract from the surrounding area's character.

√ The facility will not produce noise pollution and has an odor control method. 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 will be positioned at an inaccessible height with sturdy housings to deter vandalism and common obstructions. The bulbs will be extremely bright to maximize visibility and deter crime. The exterior lighting will be checked daily by a licensee, manager on duty or an employee 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. The building's architectural design incorporates downward/shielded lighting to prevent light from encroaching on neighboring properties or right of ways.

√ 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.

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

The proposed use will produce very little noise compared to adjacent properties. Shoreline Cannabis 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 fluctuate during "rush hour", other times of the day the roads do not seem to be used 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 retail use.

Shoreline Cannabis will abide by a strict “no odor” policy per MSB 17.60.150(A)(1) that will ensure no odor is detectable by the public from outside the facilities. This use is a retail establishment and should not have any issues with odor seeping out from the retail to the outside air. However, in an abundance of caution, odor control methods will be utilized and will consist of a number of methods meant to eliminate odors such as; sealed marijuana containers and air sanitizers throughout the building and when transporting marijuana to/from the premises. All marijuana at the retail facility will be either pre-packaged in smell-proof packaging for sale, deli-style enclosed jars that are only opened to take the product out for sale to a customer and is repacked before exiting the facility, or in enclosed jars in small amounts for customers to smell.

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

√ The facility is compatible with the character of the surrounding area as it exists on a property with commercial, industrial, and wooded residential neighboring lots. The vicinity includes several vacant land parcels that remain undeveloped, contributing to the area’s tranquil and secluded atmosphere, which aligns well with the nature of a marijuana retail store. The surrounding parcels and their uses are an excellent fit for a marijuana retail store.

Current status of State License Application Process.

The Marijuana Control Board approved the application with delegation during their June 2023 meeting. *See attached board action letter.*

Misc. Items and Information.

Please see the attached parking layout diagram, which complies with MSB 17.60.170(B)&(C).

Proposed hours of operation for the retail establishment shall be 8 am – 12am Monday-Friday, 10am – 12am Saturdays and 10am – 10pm on Sundays, however the store will likely reduce hours or extend hours on certain days, depending on customer demand.

The number of employees on-site will be a minimum of 3, depending on employee shifts, season, and other store needs.

Shoreline Cannabis has been reviewed and approved by Central Mat-Su Fire Department. *See attached certificate of approval.*

The logo for the store is understated and simple that shows a plane flying over a beautiful blue lake, surrounded by trees, mountains and blue skies with the company name under the imagery. Shoreline Cannabis will have one metal and plastic 21’x3’ sign on the front of the facility facing the Palmer-Wasilla Highway. Sign will be back-lit during operating hours and off during closed hours.



Thank you for your dedication to the Community and for your thoughtful consideration of this conditional land use application.

1/4 CORNER, SEC'S. 6 & 7.
FOUND, MONUMENT IN A
MONUMENT BOX.

FOUND, 5/8" IRON ROD,
DOWN 3", ON FILL OF
ROAD.

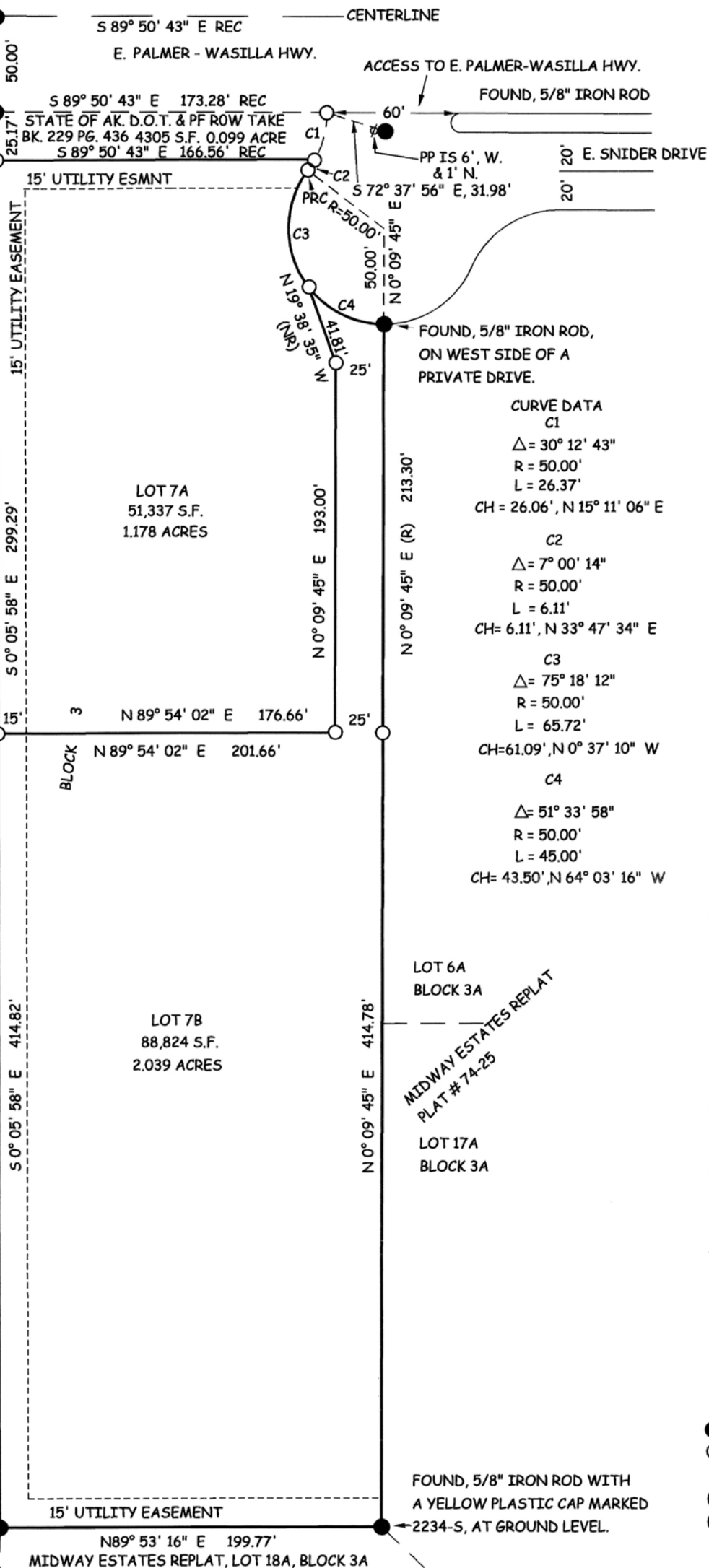
UNSUBDIVIDED

BASIS OF BEARINGS-PLAT NO. 73-1

CAMERON ACRES
PLAT # 72-45

LOT 1
BLOCK 2

FOUND, 5/8" IRON ROD, UP 5"



NOTES

1. THERE MAY BE FEDERAL, STATE AND LOCAL REQUIREMENTS GOVERNING LAND USE. IT IS THE RESPONSIBILITY OF THE INDIVIDUAL PARCEL OWNER TO OBTAIN A DETERMINATION WHETHER SUCH REQUIREMENTS APPLY TO THE DEVELOPMENT OF THE PARCELS SHOWN HEREON.
2. NO INDIVIDUAL WATER SUPPLY SYSTEM OR SEWAGE DISPOSAL SYSTEM SHALL BE PERMITTED ON ANY LOT UNLESS SUCH SYSTEM IS LOCATED, CONSTRUCTED AND EQUIPPED IN ACCORDANCE WITH THE REQUIREMENTS, STANDARDS AND RECOMMENDATIONS OF THE STATE OF ALASKA, DEPARTMENT OF ENVIRONMENTAL CONSERVATION, WHICH GOVERN THOSE SYSTEMS.
3. NO PART OF A SUBSURFACE SEWAGE DISPOSAL SYSTEM SHALL BE CLOSER THAN 100' FROM ANY BODY OF WATER OR WATERCOURSE
4. RECORD INFORMATION WAS TAKEN FROM MIDWAY ESTATES SUBDIVISION, PLAT NO. 73-1.
5. DIRECT VEHICULAR ACCESS TO THE E. PALMER-WASILLA HWY. IS PROHIBITED.

SURVEYORS CERTIFICATE

I, CLAYTON J. MARTIN, A REGISTERED LAND SURVEYOR IN THE STATE OF ALASKA, CERTIFY THAT I HAVE SURVEYED THE PROPERTY REPRESENTED ON THIS PLAT AND THAT THE DIMENSIONS AND OTHER DETAIL ARE CORRECT TO THE BEST OF MY KNOWLEDGE.

Clayton J. Martin 10/16/02
CLAYTON J. MARTIN DATE



EXP. 12/31/03

CERTIFICATE OF OWNERSHIP

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

Pamela M. Thiele 10/16/02
PAMELA M. THIELE 850 STAMPER DATE
WASILLA, AK 99654

Colleen D. Huston AVP 10/16/02
1st. NATIONAL BANK 775 E. PARKS HWY. DATE
WASILLA, AK 99654

PLANNING DIRECTORS CERTIFICATE

I CERTIFY THAT THIS SUBDIVISION PLAT HAS BEEN FOUND TO COMPLY WITH THE LAND SUBDIVISION REGULATIONS OF THE MATANUSKA-SUSITNA BOROUGH, AND THAT THE PLAT HAS BEEN APPROVED BY THE PLATTING AUTHORITY BY PLAT RESOLUTION NO. 2002-164 SUBDATED August 21, 2002, AND THAT THIS PLAT HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE RECORDER IN THE PALMER RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA.

Sandra Bailey 10-16-02
PLANNING DIRECTOR DATE

ATTEST: Marilyn M. Luise 10-16-02
PLATTING CLERK DATE

LEGEND

- PRC = POINT OF REVERSE CURVE
- = MONUMENT FOUND, AS NOTED
- = SET A 5/8" X 30" REBAR WITH A YELLOW PLASTIC CAP MARKED RPLS 7077, UNLESS OTHERWISE NOTED.
- (R) = RADIAL
- (NR) = NON RADIAL



| | | | | | |
|------|------|------|-----------------------------|------|------|
| S.3 | S.2 | S.1 | SEWARD MERIDIAN PKWY | S.6 | S.5 |
| S.10 | S.11 | S.12 | E. PALMER WASILLA HWY. | S.7 | S.8 |
| S.15 | S.14 | S.13 | | S.18 | S.17 |
| S.22 | S.23 | S.24 | T.17N., R.1E. T.17N., R.1E. | S.19 | S.20 |

VICINITY MAP SCALE 1"=1 MILE

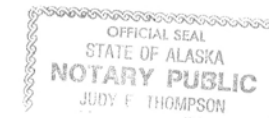
DEED OF TRUST, BOOK 1115, PAGE 364
WARRANTY DEED, BOOK 1115, PAGE 361
PLAT NO. 73-1

NOTARY'S ACKNOWLEDGEMENT

SUBSCRIBED AND SWORN TO BEFORE ME THIS 16 DAY
OF October, 2002, FOR Pamela Thiele

Judy E. Thompson

NOTARY FOR THE STATE OF ALASKA
MY COMMISSION EXPIRES 7-31-03

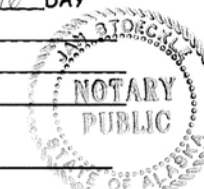


NOTARY'S ACKNOWLEDGEMENT

SUBSCRIBED AND SWORN TO BEFORE ME THIS 16 DAY
OF Oct., 2002, FOR

Colleen D. Huston

NOTARY FOR THE STATE OF ALASKA
MY COMMISSION EXPIRES Oct. 15, 2004



CERTIFICATE OF PAYMENT OF TAXES

I HEREBY CERTIFY THAT ALL CURRENT TAXES AND SPECIAL ASSESSMENTS, THROUGH Dec, 2002, AGAINST THE PROPERTY, INCLUDED IN THIS RESUBDIVISION HEREON, HAVE BEEN PAID.

Steward 10/16/02
BOROUGH TAX COLLECTION OFFICIAL DATE

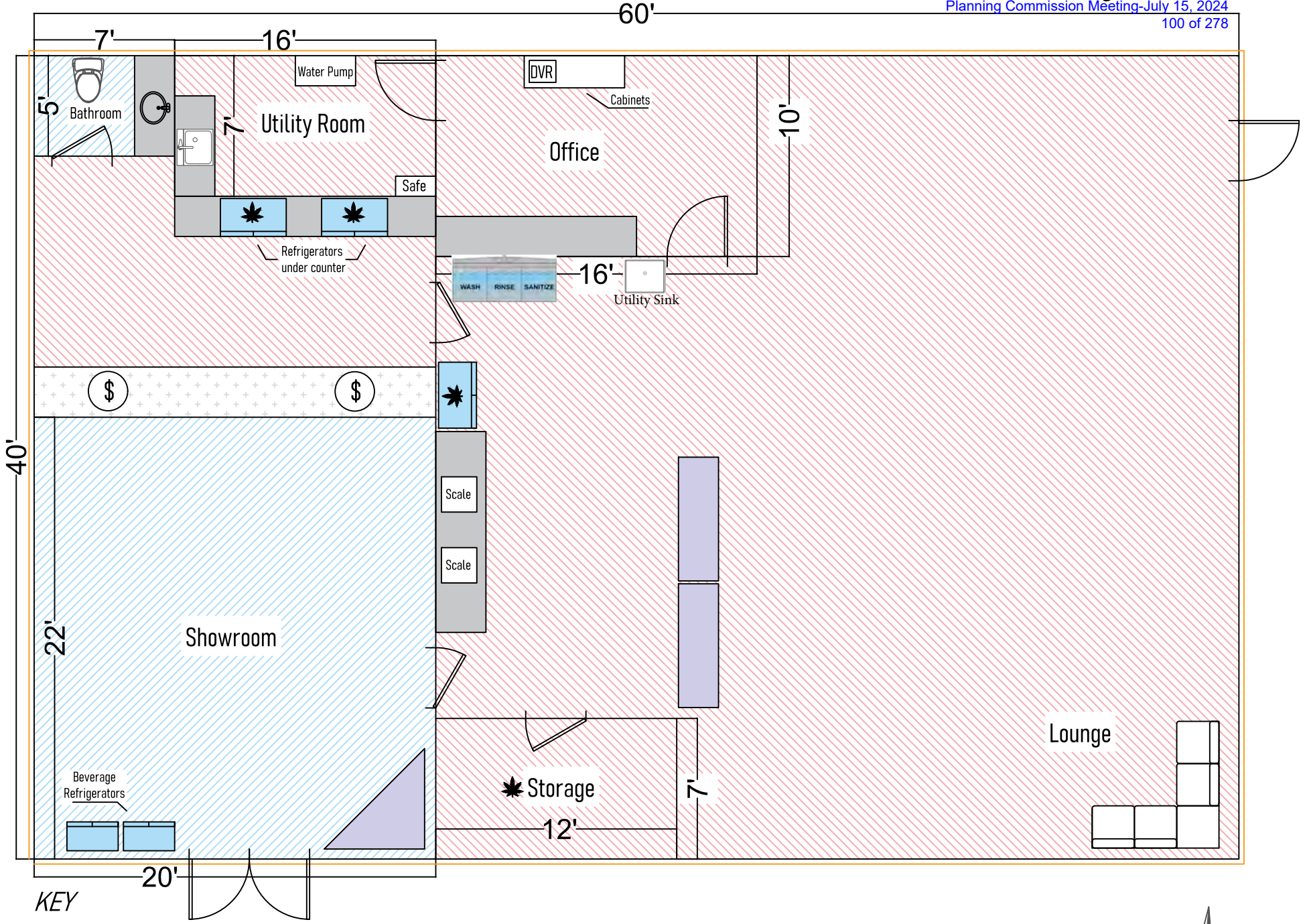
2002-110

PALMER REC DIST
Date Oct. 17, 2002
Time 1:37 P.M.
Requested By MSB
Address

20cc

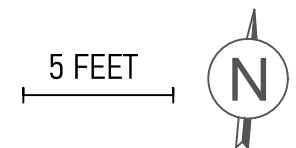
C. J. MARTIN-SURVEYING, P.O. BOX 4636,
5651A N. MAVERICK DR., PALMER, AK. 99645
PH(907)745-6447 FAX 745-0834

A PLAT OF MIDWAY ESTATES SUBDIVISION UNIT #1 LOT 7A & 7B, BLOCK 3, A REPLAT OF LOT 7, BLOCK 3, MIDWAY ESTATES SUBDIVISION LOCATED WITHIN THE NE1/4 OF SECTION 7, TOWNSHIP 17 NORTH, RANGE 1 EAST, OF THE SEWARD MERIDIAN, PALMER RECORDING DISTRICT, ALASKA, AND CONTAINING 3.22 ACRES. SCALE: 1" = 50' JUNE 19, 2001 FIELD BOOK 1 SHEET 1 OF 1



KEY

- RESTRICTED ACCESS AREA
- LICENSED, NOT RESTRICTED
- LICENSED PREMISES/
RIGHT TO POSSESSION
- TABLE/COUNTER
- REFRIGERATOR
- SHELVING
- GLASS DISPLAY CASE
- ✱ USED FOR MJ STORAGE
- \$ POINT OF SALE



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



August 24, 2023

Justin Benson
Lake Landing Investments LLC
10935 Cange St
Anchorage AK 99516
907-575-8521
Justin.benson121@yahoo.com

SUBJECT: Shoreline Cannabis
FIRE SERVICE AREA: Central Mat-Su FSA
PLAN REVIEW: 2024-022
TYPE OF CONSTRUCTION: VB
OCCUPANCY TYPE: M
2021 INTERNATIONAL BUILDING AND FIRE CODE

Justin:

Plans for remodeling 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 remodel work. 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". The signature is written in a cursive, slightly slanted style.

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 #2024-022 Shoreline Cannabis Renovation Approval

This is to certify that the plans for this building were reviewed by CMSFD's Fire & Life Safety Division on 8/24/2023, 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.*

Josh Henson

by Joshua P. Henson, Deputy Fire Marshal

Authority: AS 18.70.080, 13 AAC 50.075 & MSB RS 06-054

Pannone Engineering Services LLC

Steven R. Pannone, Principal
Registered Professional Engineer
E-mail: steve@panengak.com

Matanuska-Susitna Borough
350 E. Dahlia Avenue
Palmer, Alaska 99645

C.O.
Morgan Hall
Justin Benson

Subject: 4200 E Snider Road
Stormwater Runoff

This is a drainage narrative pertaining to the subject lot.
The subject lot on 4200 E Snider Road has a surface layer of well drained NFS gravel. The proposed development on the site will re-purpose the existing buildings. The existing storm water runoff from the lot flows to the west towards a vegetative buffer easement and is infiltrated into the ground before it leaves the gravel area. Assuming the infiltrative area surrounding the proposed development/impervious area is 5' wide on the west side of the building/parking lot and does not reach any lot line, all runoff from a 10-year 24-hour storm event will be infiltrated with excess capacity.

DRAINAGE CALCULATIONS:
TOTAL AREA OF IMPERVIOUS: 9,800 S.F.
2-YEAR, 24-HOUR RAINFALL TOTAL FOR WASILLA ALASKA: 1.33 INCHES
TOTAL VOLUME OF 2-YEAR 24-HOUR RAINFALL: 1,086 C.F.
10-YEAR, 24-HOUR RAINFALL TOTAL FOR WASILLA ALASKA: 1.96
TOTAL VOLUME OF 10-YEAR 24-HOUR RAINFALL: 1,600 C.F.
TOTAL INFILTRATION AREA REQUIRED: 67 S.F. TO INFILTRATE 10-YR RUNOFF
TOTAL INFILTRATION AREA AVAILABLE: 450 S.F.
INFILTRATION RATE: 0.2 INCHES/MINUTE
INFILTRATION VOLUME: 7.5 C.F./MINUTE
INFILTRATION VOLUME PER 24HR: 10,800 C.F.

Sincerely,



28 May 2024
Steven R. Pannone, PE, F. ASCE
Owner/Civil Engineer

Mailing: P.O.Box 1807, Palmer, AK 99645
Telephone: (907) 745-8200 FAX: (907) 745-8201



State of Alaska
Department of Transportation and Public Facilities

Driveway Permit #26370

This permit allows the owner to construct and maintain a driveway within a State owned highway Right of Way.

| | |
|--|--|
| Owner: | Storage Cache, LLC |
| Mailing Address: | Attention: John Simpson 19025 Villages Scenic Pkwy Anchorage, Alaska 99516 |
| Driveway location (highway, address, subdivision, legal description milepost, etc.) <p align="center">Wasilla SHARED Access - Palmer-Wasilla Highway - 4150 E Snider Drive (17N01E07B003) and 4200 E. Snider Drive (5274B03L007A)</p> <p align="center">Installed by DOT project per 1981 agreement.</p> | |

Design Criteria

| | | | |
|----------------------|---------------|--------------------------|---------|
| Driveway width | 24 Feet | Road surface type | Paved |
| Left edge clearance | N/At | Shoulder type | Gravel |
| Right edge clearance | N/A | Landing surface type | Asphalt |
| Left return radius | 20 Feet | Left driveway fore slope | : 1 3 |
| Right return radius | 30 Feet | Right driveway fore lope | : 1 3 |
| Shoulder width | 2Feet | Ditch depth | Feet |
| Approach angle | 90 Degrees | Culvert Type | None |
| Landing grade | +/- 2 Percent | Culvert Size | N/A |
| Landing length | 30 Feet | Culvert Length | N/A |

This permit applies only to the State right of way.

This permit grants permission for a driveway allowing access to and from your property onto a State maintained highway. It does not permit the following within the right of way or within that

portion of a driveway that is within the right of way: (1) Parking of vehicles "for sale"; (2) Obstructions of any kind (i.e. logs, cables, fencing, etc.); (3) Advertising signs or banners/flags; (4) Parking vehicles with signs/advertising on the side.

A driveway constructed under permit within a highway right-of-way is the property of the State, but all cost and liability arising from the construction, operation, or maintenance of a driveway is at the sole expense of those lands served.

The Department is not obligated to change its maintenance practices to accommodate a driveway constructed under a permit, or to incur any additional expense removing snow berms or other obstructions from a driveway within a right of way resulting from the Department's activities, or activities under a permit issued under 17 AAC 15.

Owner is responsible for adjusting, relocating or removing the driveway without cost or liability to the Department if the use or safety of the highway requires.

This permit is not a property right but a temporary authorization, revocable by the State upon violation of any permit terms or conditions, or for other reasons. All reasonable attorney's fees and costs associated with legal or enforcement actions related to the terms and conditions of this permit will be borne by the Owner.

Any survey monument or monument accessory that is disturbed or destroyed during construction or maintenance of the driveway will be restored or replaced by a Land Surveyor licensed in the State of Alaska.

The Owner will be responsible for all necessary Federal, State, and Municipal permits and licenses required by law, pay all taxes and special assessments lawfully imposed upon the permitted area, and pay other fees and charges assessed under applicable law.

Placement of fill material in waters of the U.S., including wetlands and streams, requires prior authorization from the U.S. Army Corps of Engineers. It is the responsibility of the owner to contact the Corps before filling activities take place.

The Owner shall construct and maintain a driveway in such a manner that the highway, and all of the highway's appurtenances or facilities, including drainage facilities, pipes, culverts, ditches, traffic control devices, street lights, pathways, and sidewalks are not impaired or endangered in any way by the construction or maintenance. If you damage any improvements within the State owned right of way, you will be responsible for returning them to their previous condition. The Department will inspect and approve the restored improvements.

Owner will indemnify, defend, and hold harmless the State, and its officers, employees, and contractors, from any and all claims or actions resulting from injury, death, loss, or damage sustained by any person or personal property resulting directly or indirectly from Owner's use of or activities in the permitted area.

Landings from all paved roads must be paved and maintained from edge of the road to the length of the landing as stipulated in this permit.

Permit No. 00000

If a culvert is required by this driveway permit, culvert ends must be installed at the time of installation and maintained continuously by the owner.

No person shall place, leave, or deposit upon any street, avenue, alley, sidewalk, or other public right of way any snow or ice which has been removed from a private driveway, private parking area, or the adjacent property. Owner is responsible for contractor's actions concerning placement of snow from Owner's property.

If driveway construction or maintenance interferes with the public's safety and/or use of facilities within State owned right of way, you will be directed to stop work until adjustments are made.

While doing construction or maintenance activities do not park equipment or stockpile material on the shoulder during non-working hours.

Owner is responsible for sight distance clearing of brush and obstructions adjacent to their property

Contact the Department for information about acceptable driveway markers (i.e., size, materials, distance, etc.) for placement within the right of way.

Attachments included as part of this permit are:

- Site Plan

I, John Simpson, acknowledge and accept that Storage Cache, LLC will comply with all the provisions and conditions that the Department of Transportation and Public Facilities has included as a condition of issuing this permit.

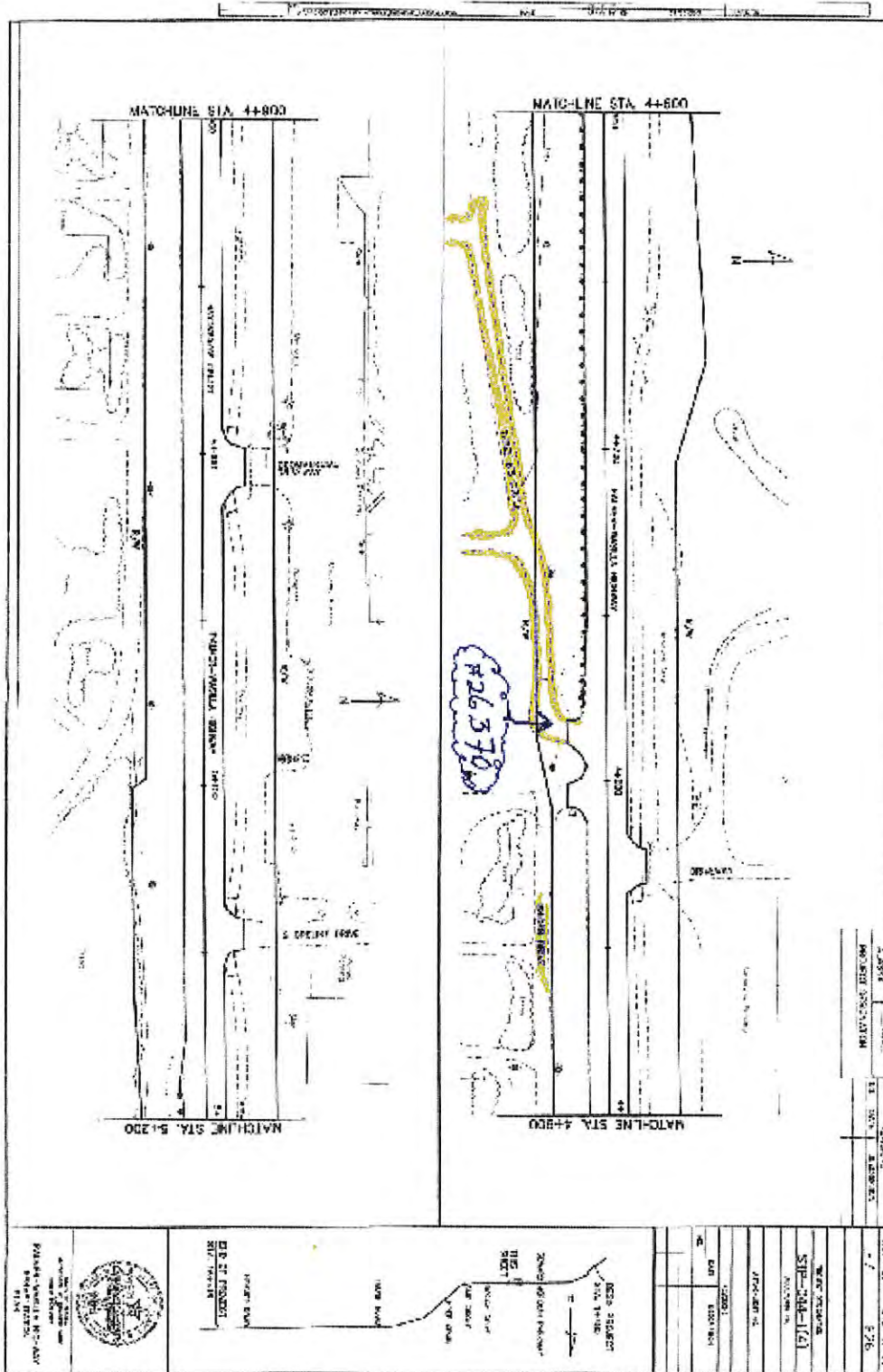
Owner Signature

Date

DOT&PF Signature

Date

Site Plan





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

MAY 06 2022

Received

Driveway Permit Application

Permit Fee \$200 (\$150 Refundable if completed within 3 years) PERMIT NO. D28736

| | |
|---|---|
| Property Owner: (Name) <u>Justin Benson</u> | Applicant/Agent: (Name) <u>MJM Services LLC</u> |
| Mailing Address <u>Po Box 141463</u> | Mailing Address <u>Po Box 872609</u> |
| City State Zip Code <u>Anchorage AK 99514</u> | City State Zip Code <u>Wasilla AK 99687</u> |
| Phone Cell (optional) <u>907-575-8521</u> | Phone Cell (optional) <u>907-376-5222 907-775-1537</u> |
| E-mail (optional) | E-mail (optional) <u>ruthann@mjmpaving.com</u> |
| Site Address: <u>4200 Snider Dr. Wasilla</u> | Driveway Location Will Be Marked With: <u>Paint</u> |
| Property Tax ID #: <u>5274B03L007A.</u> | Expected Completion Date Driveway Surface Type <u>09/30/2022 asphalt</u> |
| Road You Are Applying For Access Onto: <u>Snider Dr. culdesac</u> | Distances: <u>see sketch.</u> |
| Only Corrugated Metal Pipe Culvert is Allowed Culvert Length: <u>28'</u> Diameter: <u>15"</u> | Left: Width: <u>24'</u> Right: Pathway or sidewalk dimension (if applicable) <u>n/a</u> |
| Intended Use: <input type="checkbox"/> Single Family <input type="checkbox"/> Multi-Family # of units _____ <input checked="" type="checkbox"/> Commercial - Type: <u>Marijuana Dispensary</u> Estimated "peak hours" trips per day: <u>5-6pm 10 Vehicles</u> | <u>30/perday</u> |

IF ACCESS IS ONTO A PAVED ROAD, APRON LENGTH TO BE 2 FEET MINIMUM

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: Ruthann Conn MJM Services LLC DATE: 5/3/2022
 Signature of Permittee

PERMIT GRANTED BY: Nichelle Olson DATE: 1/18/2024
 Borough Representative

CMP-7-6-3-21965

PLN - DVS - Permits - DVS - 5274B03L007A -
 Driveway - D28736 - Midway Est Unit 1

LOW VOLUME DRIVEWAY STANDARDS

High volume driveway accesses shall follow the standards in MSB 11.12.070

- A. Driveway width as measured at the property boundary, or at the outside edge of the borough right-of-way, should be a minimum of 10 feet wide and a maximum of 25 feet wide for a residential driveway. Return curves shall be a minimum of 6 feet and maximum of 20 feet. Driveways wider than 25 feet shall be designed by a professional civil engineer registered in the state of Alaska.
- B. Driveways to corner lots shall be located 60 feet from the projected point of intersection or property corner. Driveways to corner lots or lots that border two roadways shall gain access from the right-of-way of lowest classification when rights-of-way of multiple classifications bound a lot.
- C. Driveway edge clearance shall be equal to or greater than the radius of the driveway curve return. Edge clearance for flag lots with flag poles 40 feet wide or less shall have a minimum edge clearance of 5 feet.
- D. Driveways shall not drain onto the roadway. The first 10 feet from road shoulder shall be -2% (negative two percent) slope away from roadway. Where a negative slope away from the roadway is not feasible due to topographical constraints, the driveway shall be constructed in a manner that prevents water from flowing onto the roadway.
- E. Driveways shall have a minimum 10 foot landing measured from the outside edge of the road shoulder. The driveway landing shall be installed perpendicular to the roadway. A driveway may intersect the roadway at an angle no less than 60 degrees, upon approval by the Borough, if required by topographical or physical constraints.
- F. Unless otherwise specified, a minimum 12" diameter corrugated metal pipe culvert shall be used, and shall be sloped to match the ditch gradient with at least one foot of culvert visible at the toe of the side slopes on each side of the driveway.
- G. Permittee shall be responsible for maintenance of the culvert, including thawing, to ensure proper drainage.
- H. Driveways shall be installed and maintained to provide the required sight distance triangles. Driveway maintenance is the responsibility of the property owner, including culvert cleaning and thawing, and snow removal. Snow from driveway shall not be placed in or pushed across the roadway but should be stored on property where it does not obstruct traffic signage, address numbers, or sight triangles and placed in such a way as to not interfere with road maintenance.
- I. Fill or cut slopes within the right-of-way shall not exceed 2H:1V (2 horizontal:1 vertical) unless designed by a professional civil engineer registered in the state of Alaska.

DRIVEWAY PROVISIONS

- 1. A driveway constructed within the right-of-way of a public roadway is an encroachment into that right-of-way and requires a written permit. This permit shall not grant the Permittee exclusive right to use the area encroached upon. All driveways or road approaches shall be constructed to Borough Standards.
- 2. The Permittee is responsible for removal of snow berms placed in driveway during road maintenance activities. Snow removed from driveway by Permittee shall not be placed in the roadway so as to cause interference with road maintenance activities.
- 3. All driveways or road approaches constructed under this permit within any Borough lands or rights-of-way shall be the property of the Borough. All costs and liability in their connection or in connection with their maintenance shall be at the sole expense of those lands served and/or persons served.
- 4. Such facilities shall be constructed and maintained in such a manner that the highway and all its appurtenances or facilities including, but not limited to, all drainage pipe, culverts, utilities and their safety shall not be impaired or endangered in any way by the construction or maintenance of this facility.
- 5. The Permittee shall adjust, relocate or remove this facility without cost or liability to the Borough, if, at any time, or from time to time the use or safety of the roadway requires this to be done.
- 6. The Permittee shall assume all liability or costs in connection with the facilities and shall hold the Borough or its officers, agents, employees and contractors harmless in matters pertaining to the facilities.
- 7. The Borough has the right to inspect and/or reject materials or workmanship, to stop work until corrections are made or to require removal of the facility and to charge time and equipment to the Permittee to correct the facility if it is not installed to Borough Standards.
- 8. The Permittee certifies that the minimum clearance between the proposed finished driveway grade and the lowest aerial utility conductor is in accordance with the requirements of the National Electrical Safety Code (Sec. 23).
- 9. This Driveway Permit shall belong to the property it serves and the terms and conditions shall be binding upon the Permittee, owner of the property, all new owners, and/lessee. It is the Permittee's responsibility to inform the property owner, new owner, or lessee of the Driveway Permit and conditions.

Revised 12/9/2020



MATANUSKA-SUSITNA BOROUGH
350 East Dahlia Avenue • Palmer, AK 99645
Phone (907) 861-7801
www.matsugov.us

January 22, 2024

DRIVEWAY PERMIT

PERMIT # 28736

Tax ID # 5274B03L007A

The Matanuska-Susitna Borough has performed the Final Inspection of the existing driveway. The driveway has been adequately constructed to Borough standards and to the conditions outlined by the initial driveway inspector. **Your Approved Driveway Permit Number is listed above.**

Please keep this letter.

Any changes in land use or modifications of the driveway may require additional permitting. **It is the property owner's responsibility to keep the culvert ends clear of rocks and debris.** If you have any questions or concerns about your driveway or this permit, you may contact the Permit Center at 907-861-7822.

Sincerely,

Michelle Olsen, CFM
Right-of-Way Coordinator

Michelle Olsen

From: Ruthann Conn <ruthann@mjmpaving.com>
Sent: Tuesday, August 23, 2022 2:59 PM
To: Michelle Olsen
Subject: Fwd: Fwd: Fwd: D28736 - Senco Building - High Volume Driveway

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

Michelle,

This is the calculations I received from the engineer for calculating the number of vehicles during the peak hours.

Let me know if you need anything further.

Thanks,

Ruthann
MJM Services LLC
907-376-5222

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

From: **Sam Nuqul** <sdn@hlsalaska.com>
Date: Mon, Aug 22, 2022 at 10:15 AM
Subject: Re: Fwd: Fwd: D28736 - Senco Building - High Volume Driveway
To: Ruthann Conn <ruthann@mjmpaving.com>

Hello,

I have calculated the trips per peak hour using the I.T.E. common trip generation rate manual. For a marijuana dispensary the rate is 21.83 trips per 1,000 square feet ground floor area. The building area is approximately 2,270 sq. ft. So if you take $2270 \times 21.83 / 1000$ your final answer is 49.55

Sam NuquL
Hanson Land Solutions
305 E. Fireweed Ave.
Palmer, AK 99645
(907) 746-7738 ext. 6

On 8/22/2022 9:03 AM, Craig Hanson wrote:

Ruthann Conn <ruthann@mjmpaving.com>

Craig,

This is from Michelle at the Borough permitting office. Do you know the answer to her question?

I appreciate any help you can provide.

Thank you,

Ruthann
MJM Services LLC
907-376-5222

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

From: **Michelle Olsen** <Michelle.Olsen@matsugov.us>
Date: Mon, Aug 22, 2022 at 6:53 AM
Subject: RE: D28736 - Senco Building - High Volume Driveway
To: Ruthann Conn <ruthann@mjmpaving.com>

Hi Ruthann,

I also need to know the trips per peak hour for this dispensary. The application lists 5-6 pm as the peak hour, but how many trips will there be in that peak hour?

Respectfully,

Michelle Olsen, CFM

Permit Technician

Matanuska-Susitna Borough

907-861-7822

From: Ruthann Conn <ruthann@mjmpaving.com>
Sent: Sunday, August 21, 2022 10:03 AM
To: Michelle Olsen <Michelle.Olsen@matsugov.us>
Subject: Re: D28736 - Senco Building - High Volume Driveway

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

Michelle,

Attached is the drawing from Hanson Land Solutions for the high-volume driveway entrance.

Please let me know if you need anything further and when this is approved so we can proceed.

Thank you,

Ruthann

MJM Services LLC

907-376-5222

On Wed, Jun 8, 2022 at 5:11 PM Ruthann Conn <ruthann@mjmpaving.com> wrote:

Michelle,

Attached is the paperwork with the revised drawing to reflect the necessary changes for the high-volume driveway.

Please let me know if you need anything further.

Thanks,

Ruthann

MJM Services LLC

907-376-5222

On Tue, Jun 7, 2022 at 10:46 AM Michelle Olsen <Michelle.Olsen@matsugov.us> wrote:

Hi Ruthann

Here is the checklist for high volume driveway applications. Please submit the necessary documentation so we can get this driveway approved.

Thanks,

Respectfully,

Michelle Olsen, CFM

Permit Technician

Matanuska-Susitna Borough

907-861-7822

Pharmacy/Drugstore with Drive-Through Window (881)

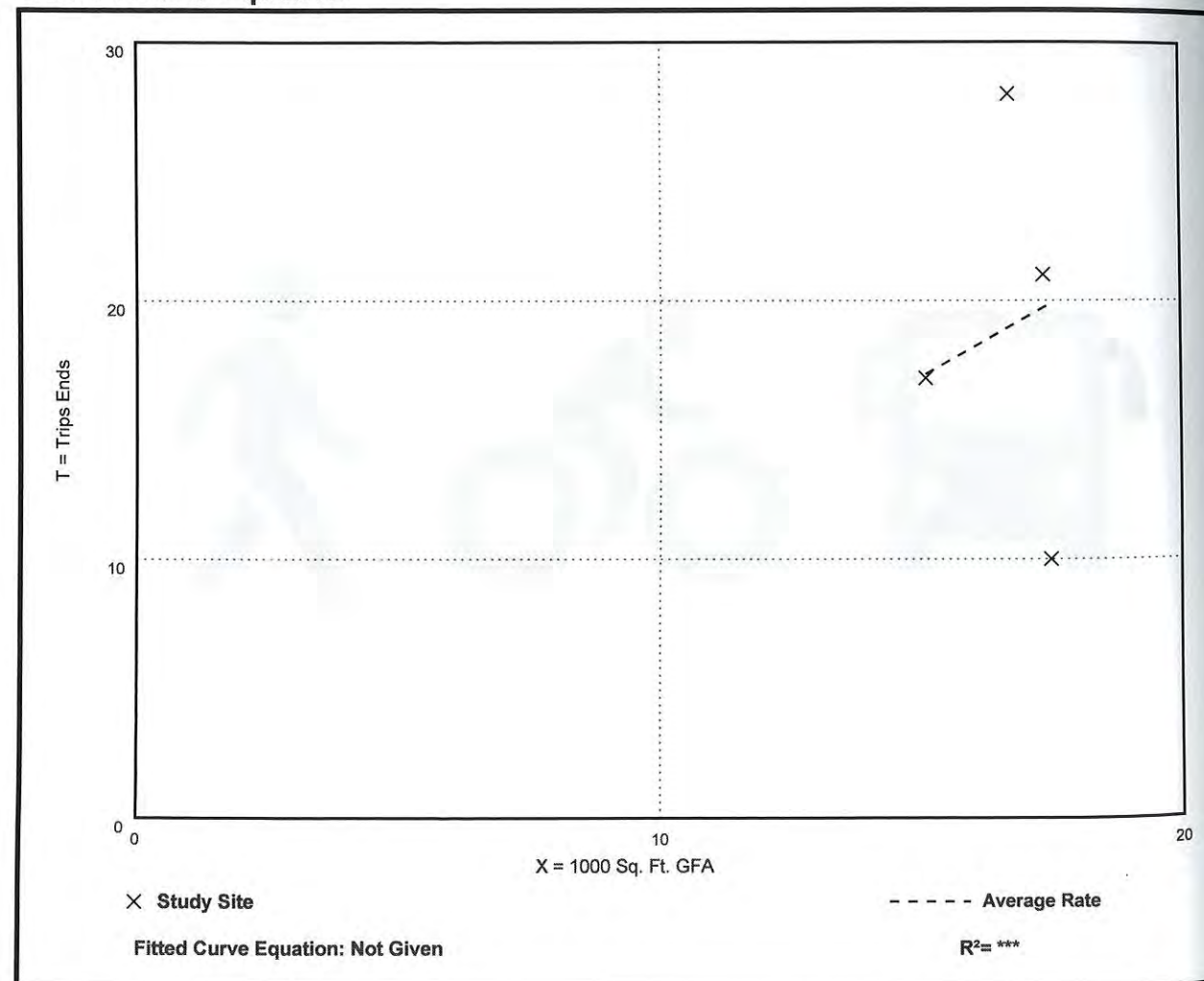
Walk+Bike+Transit Trip Ends vs: 1000 Sq. Ft. GFA
On a: Saturday, Peak Hour of Generator

Setting/Location: General Urban/Suburban
Number of Studies: 4
Avg. 1000 Sq. Ft. GFA: 17
Directional Distribution: 54% entering, 46% exiting

Walk+Bike+Transit Trip Generation per 1000 Sq. Ft. GFA

| Average Rate | Range of Rates | Standard Deviation |
|--------------|----------------|--------------------|
| 1.14 | 0.57 - 1.68 | 0.46 |

Data Plot and Equation



Land Use: 882 Marijuana Dispensary

Description

A marijuana dispensary is a stand-alone facility where cannabis is sold to patients or retail consumers in a legal manner. Marijuana cultivation and processing facility (Land Use 190) is a related land use.

Additional Data

The technical appendices provide supporting information on time-of-day distributions for this land use. The appendices can be accessed through either the ITETripGen web app or the trip generation resource page on the ITE website (<https://www.ite.org/technical-resources/topics/trip-and-parking-generation/>).

The sites were surveyed in the 2010s in California, Colorado, Massachusetts, and Oregon.

Source Numbers

867, 893, 919, 1041, 1059

Marijuana Dispensary (882)

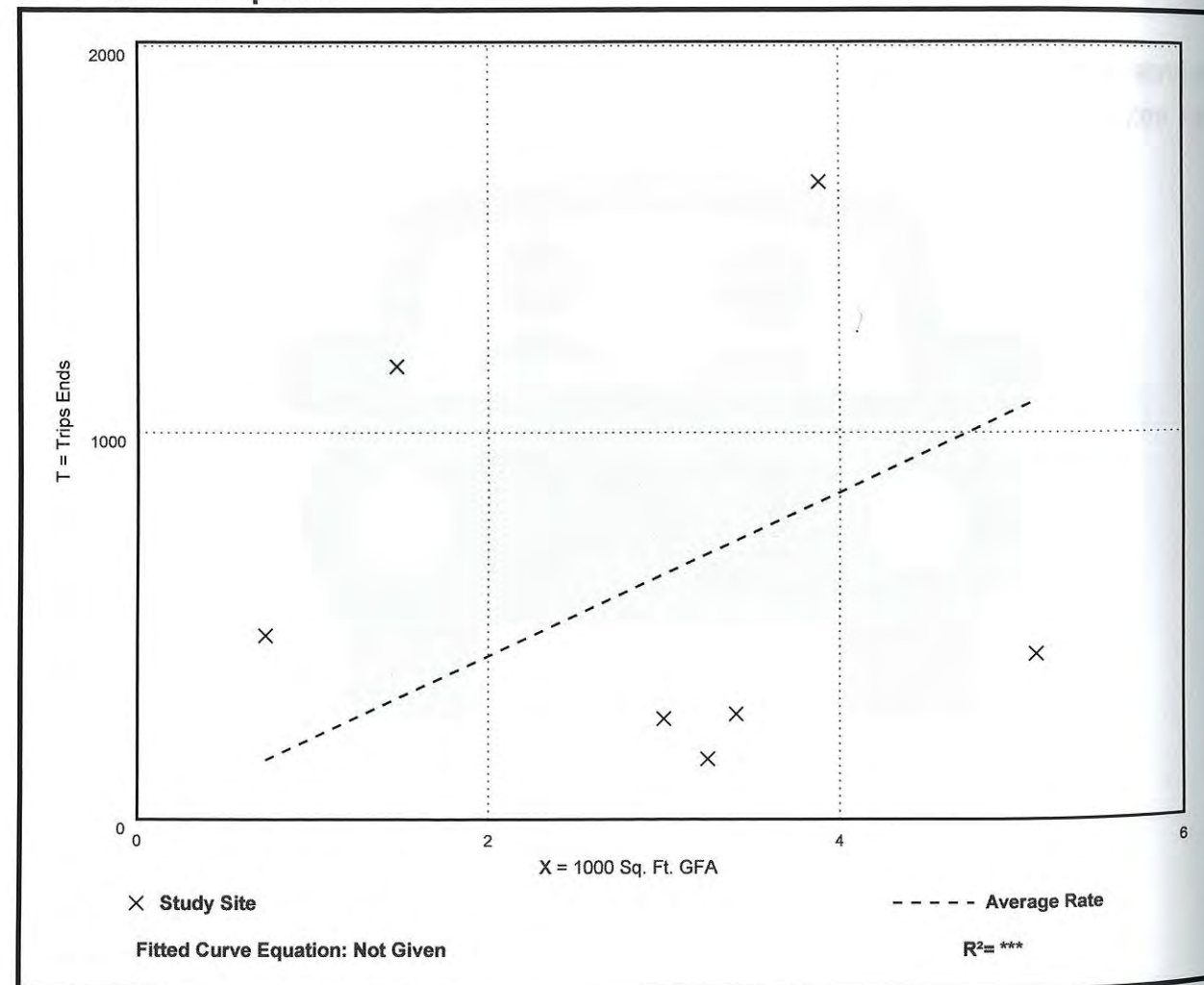
Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Weekday

Setting/Location: General Urban/Suburban
Number of Studies: 7
Avg. 1000 Sq. Ft. GFA: 3
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

| Average Rate | Range of Rates | Standard Deviation |
|--------------|----------------|--------------------|
| 211.12 | 48.00 - 791.22 | 246.90 |

Data Plot and Equation



Marijuana Dispensary (882)

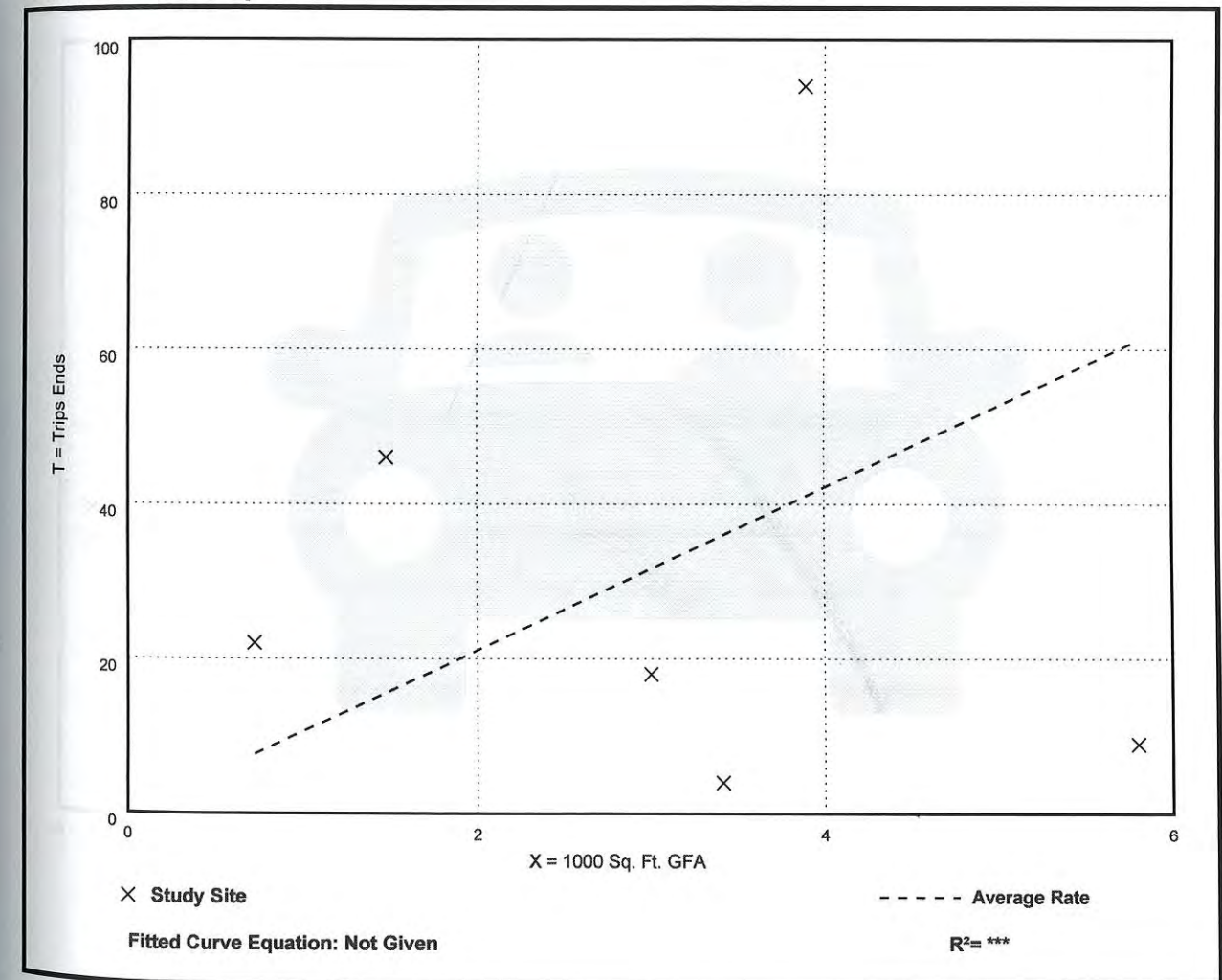
Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Weekday,
Peak Hour of Adjacent Street Traffic,
One Hour Between 7 and 9 a.m.

Setting/Location: General Urban/Suburban
Number of Studies: 6
Avg. 1000 Sq. Ft. GFA: 3
Directional Distribution: 52% entering, 48% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

| Average Rate | Range of Rates | Standard Deviation |
|--------------|----------------|--------------------|
| 10.54 | 1.17 - 31.08 | 12.69 |

Data Plot and Equation



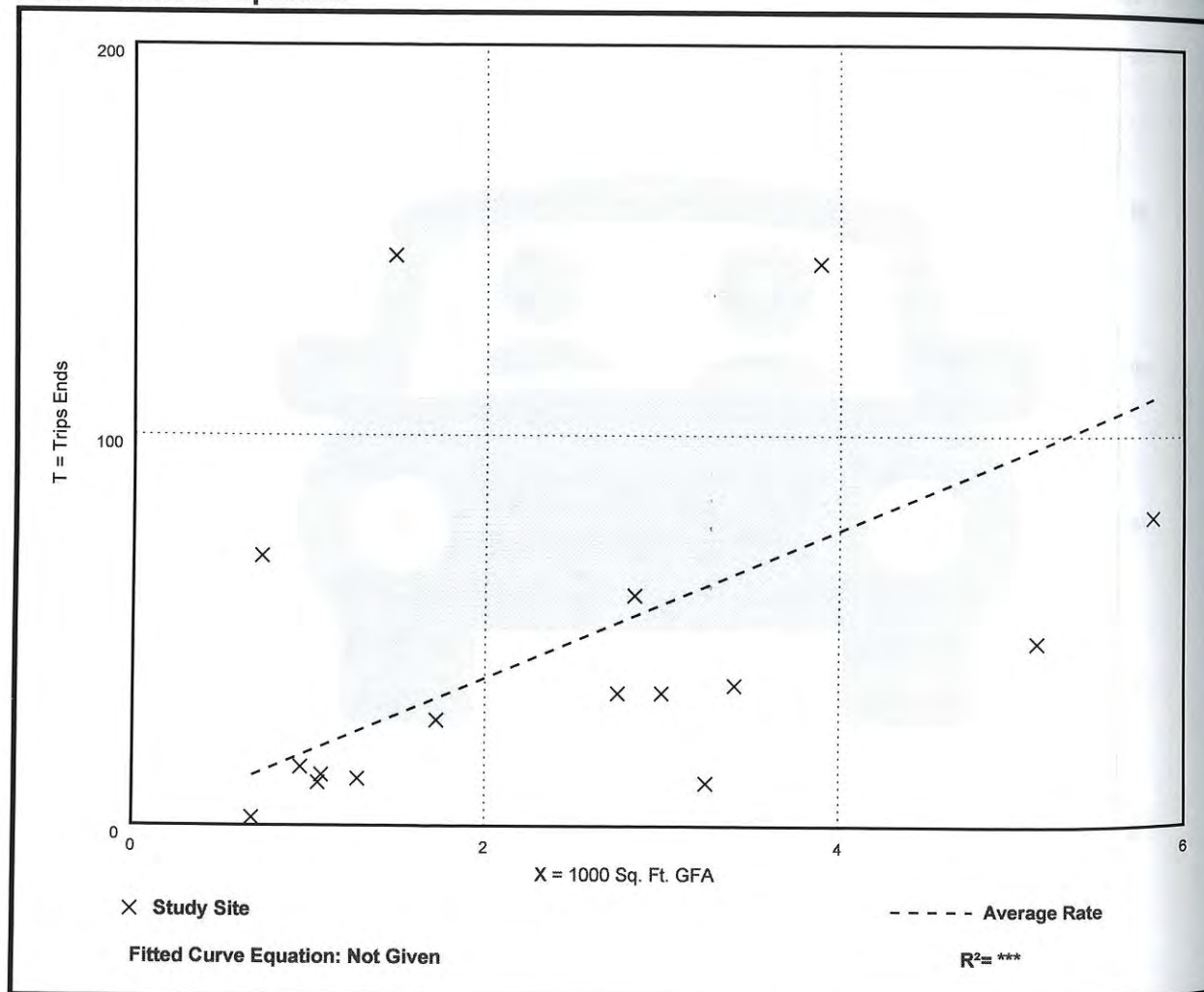
Marijuana Dispensary (882)

Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Weekday,
Peak Hour of Adjacent Street Traffic,
One Hour Between 4 and 6 p.m.
Setting/Location: General Urban/Suburban
Number of Studies: 16
Avg. 1000 Sq. Ft. GFA: 2
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

| Average Rate | Range of Rates | Standard Deviation |
|--------------|----------------|--------------------|
| 18.92 | 2.94 - 98.65 | 21.73 |

Data Plot and Equation



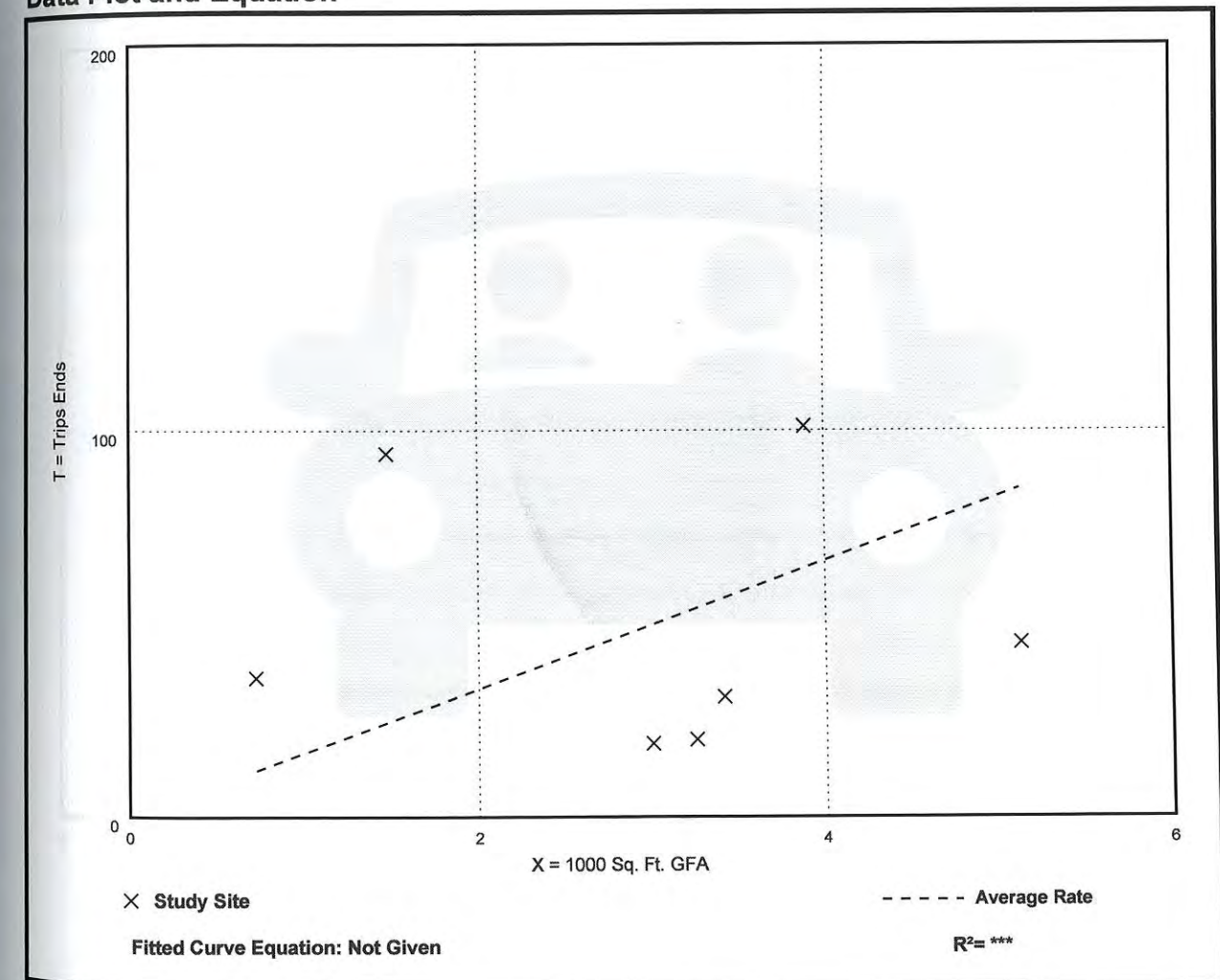
Marijuana Dispensary (882)

Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Weekday,
AM Peak Hour of Generator
Setting/Location: General Urban/Suburban
Number of Studies: 7
Avg. 1000 Sq. Ft. GFA: 3
Directional Distribution: 54% entering, 46% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

| Average Rate | Range of Rates | Standard Deviation |
|--------------|----------------|--------------------|
| 16.57 | 6.15 - 63.51 | 17.63 |

Data Plot and Equation



Marijuana Dispensary (882)

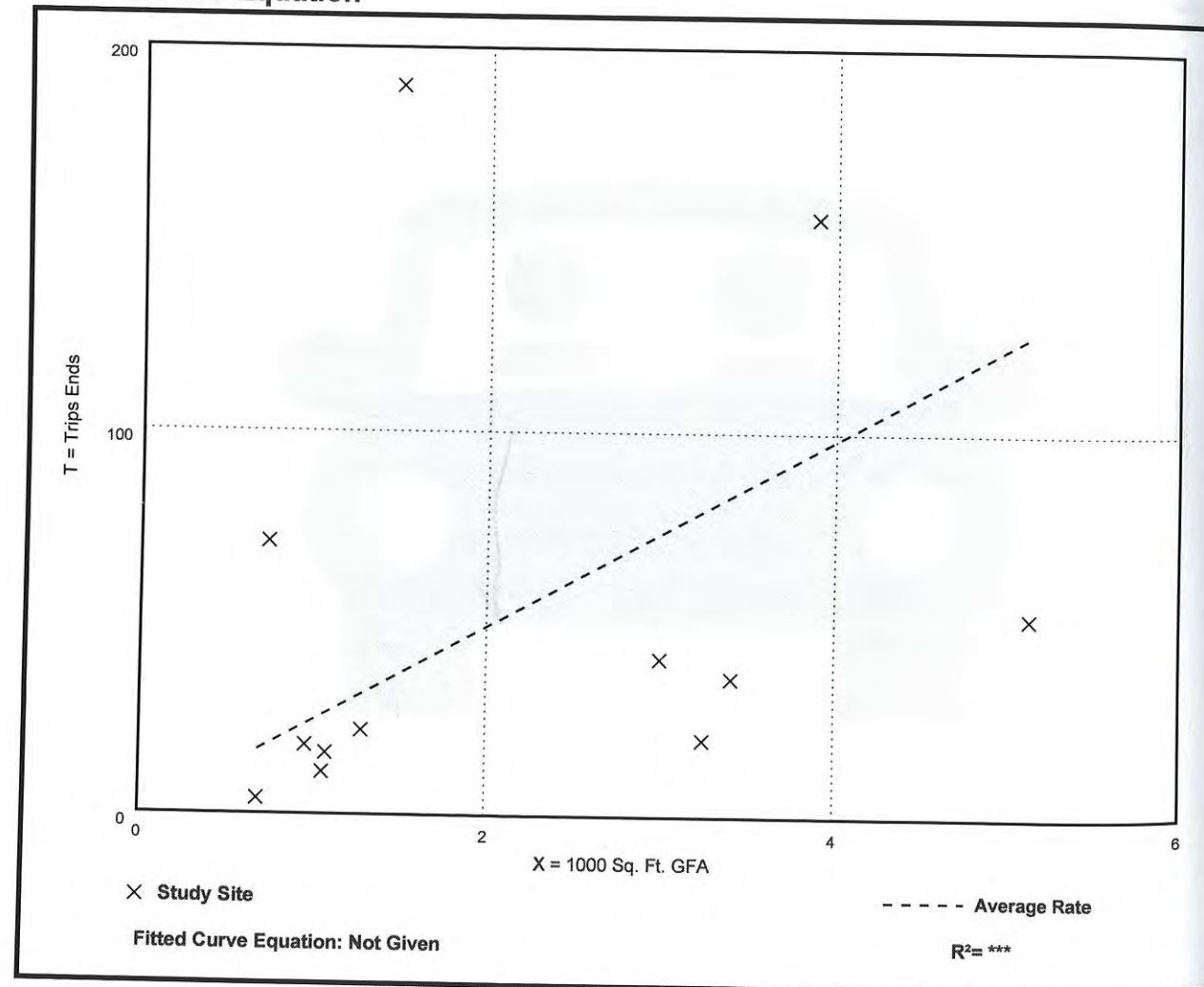
Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Weekday,
PM Peak Hour of Generator

Setting/Location: General Urban/Suburban
Number of Studies: 12
Avg. 1000 Sq. Ft. GFA: 2
Directional Distribution: 49% entering, 51% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

| Average Rate | Range of Rates | Standard Deviation |
|--------------|----------------|--------------------|
| 24.57 | 5.88 - 128.38 | 32.18 |

Data Plot and Equation



Marijuana Dispensary (882)

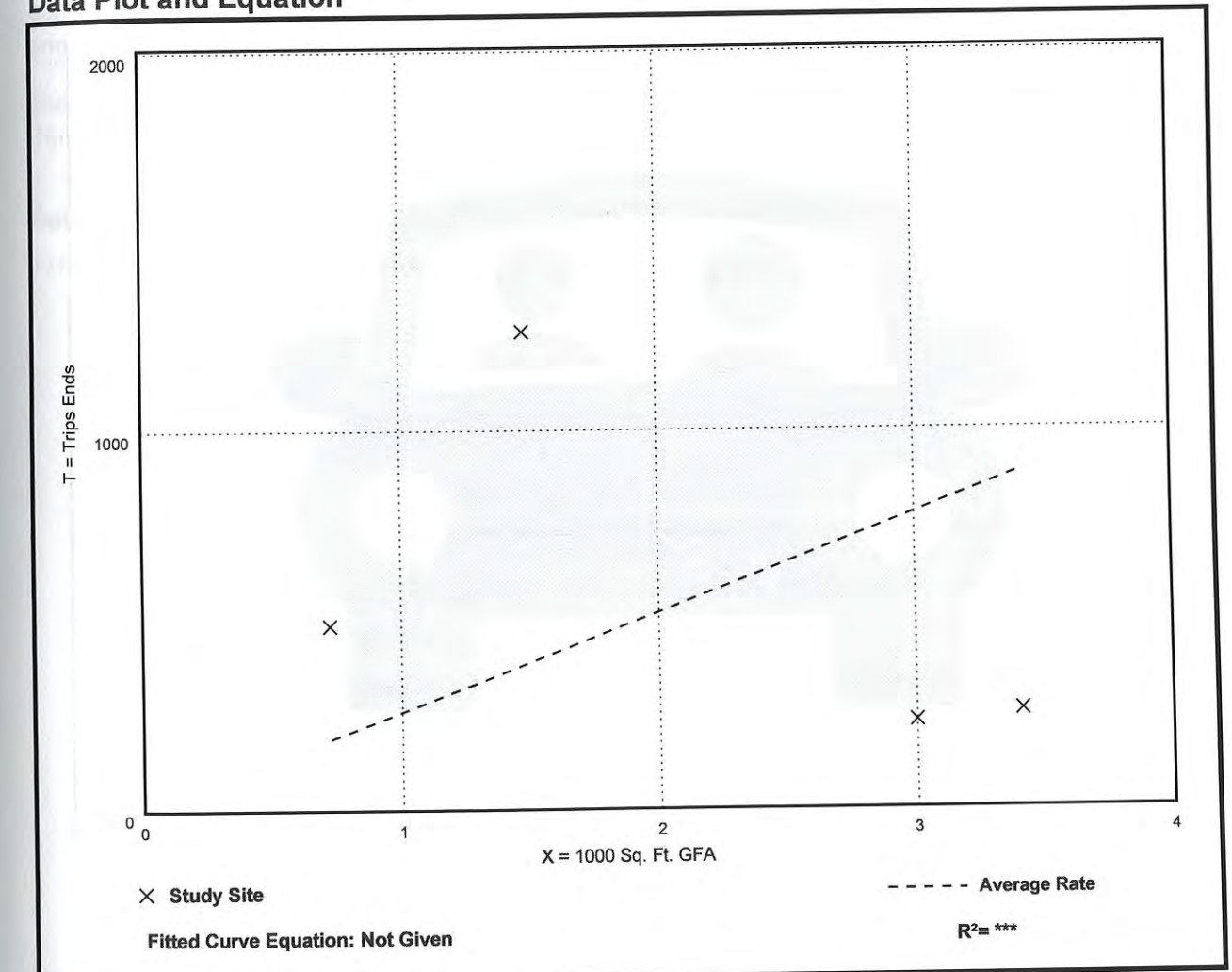
Vehicle Trip Ends vs: 1000 Sq. Ft. GFA
On a: Saturday

Setting/Location: General Urban/Suburban
Number of Studies: 4
Avg. 1000 Sq. Ft. GFA: 2
Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

| Average Rate | Range of Rates | Standard Deviation |
|--------------|----------------|--------------------|
| 259.31 | 75.34 - 852.03 | 364.24 |

Data Plot and Equation



Marijuana Dispensary (882)

Vehicle Trip Ends vs: 1000 Sq. Ft. GFA

On a: Saturday, Peak Hour of Generator

Setting/Location: General Urban/Suburban

Number of Studies: 5

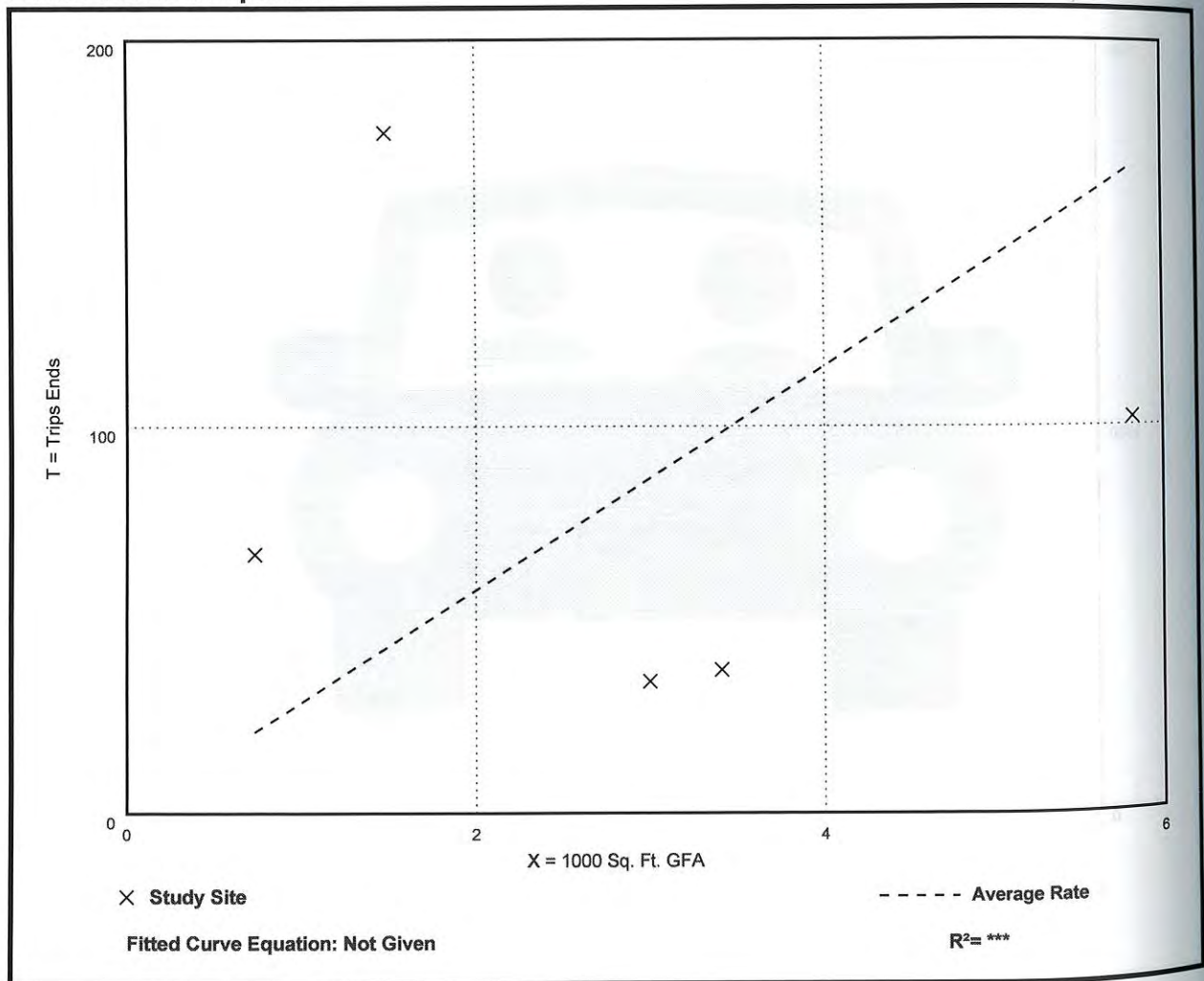
Avg. 1000 Sq. Ft. GFA: 3

Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

| Average Rate | Range of Rates | Standard Deviation |
|--------------|----------------|--------------------|
| 28.85 | 10.85 - 118.92 | 39.14 |

Data Plot and Equation



Department of Commerce, Community, and Economic Development
ALCOHOL & MARIJUANA CONTROL OFFICE

[State of Alaska](#) / [Commerce](#) / [Marijuana](#) / [License Search](#) / License #32848

LICENSE NUMBER 32848

[Return to Search Results](#)

License Number: 32848

License Status: Delegated

License Type: Retail Marijuana Store

Doing Business As: Shoreline Cannabis

Business License Number: 2154335

Issue Date:

Effective Date:

Expiration Date:

Email Address: justin.benson121@yahoo.com

Physical Address: 4200 E Snider Rd.
Wasilla, AK 99654
UNITED STATES

Licensees: Lake Landing Investments, LLC [10134482](#)

Entity Officials: Athena Rotzler
Justin Benson

Affiliates: Justin Benson
Athena Rotzler

Onsite Consumption Endorsement

Status:

Approval Date:

Issue Date:

Effective Date:



THE STATE
of **ALASKA**
GOVERNOR MICHAEL J. DUNLEAVY

**Department of Commerce, Community,
and Economic Development**

ALCOHOL & MARIJUANA CONTROL OFFICE

550 West Seventh Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

June 13, 2023

Lake Landing Investments, LLC
DBA: Shoreline Cannabis
Via: justin.benson121@yahoo.com

Re: Shoreline Cannabis #32848

Dear Lake Landing Investments, LLC:

At the June 1 - 2, 2023 meeting of the Marijuana Control Board in Anchorage, Alaska, the board voted to approve your new marijuana retail store application with delegation to the director. Delegation means that the board has authorized me to issue the license once all outstanding approvals are received.

Attached are post-approval instructions and the pre-inspection checklist, which provide information on your next steps. Please note that the pre-inspection checklist is informational. You will be provided with an individualized checklist at the appropriate time.

Please contact marijuana.licensing@alaska.gov with any questions.

Sincerely,

A handwritten signature in blue ink that reads "Carrie Craig".

Carrie Craig
Records and Licensing Supervisor

For
Joan Wilson, Director

cc: License File
Matanuska – Susitna Borough

From: [License Reviews](#)
To: amco.localgovernmentonly@alaska.gov
Cc: justin.benson121@yahoo.com
Subject: Lake Landing Investments LLC #32848 - Protest
Date: Thursday, June 8, 2023 9:57:00 AM
Attachments: [Lake Landing Investments LLC - License 32848 - Protest Letter.pdf](#)
[Persons to be Heard Form.pdf](#)

Good Morning,

A review of the files relating to the subject business and license application, as they relate to Matanuska- Susitna Borough Code, has been completed. Based on that review, the Matanuska-Susitna Borough hereby takes the following action:

PROTEST the issuance of the license for the following reason(s): No MSB Retail Marijuana Conditional Use Permit Issued, No MSB Business License, Unpaid \$100.00 MSB Review Fee.

Respectfully,

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

Department of Commerce,
Community,
and Economic Development

Alcohol and Marijuana Control Office

550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350



THE STATE
of ALASKA
GOVERNOR MIKE DUNLEAVY

May 4, 2023

Matanuska-Sustina Borough

Attn: Alex Strawn, Permit Center

VIA Email: alex.strawn@matsugov.us ; license.reviews@matsugov.us

| | |
|----------------------|--|
| License Number: | 32848 |
| License Type: | Retail Marijuana Store |
| Licensee: | Lake Landing Investments, LLC |
| Doing Business As: | Shoreline Cannabis |
| Physical Address: | 4200 E Snider Rd. Wasilla, AK 99654 |
| Designated Licensee: | Justin Benson |
| Phone Number: | 907-280-7098 |
| Email Address: | Justin.benson121@yahoo.com |

New Application **New Onsite Consumption Endorsement Application (Retail Only)**

AMCO has received a complete application for a marijuana establishment within your jurisdiction. This notice is required under 3 AAC 306.025(d)(2). Application documents will be sent to you separately via ZendTo.

To protest the approval of this application pursuant to 3 AAC 306.060, you must furnish the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of the date of this notice, and provide AMCO proof of service of the protest upon the applicant. If the protest is a "conditional protest" as defined in 3 AAC 306.060(d)(2) and the application otherwise meets all the criteria set forth by the regulations, the Marijuana Control Board may approve the license, but require the applicant to show to the board's satisfaction that the requirements of the local government have been met before the director issues the license.

3 AAC 306.010, 3 AAC 306.080, and 3 AAC 306.250 provide that the board will deny an application for a new license if the board finds that the license is prohibited under AS 17.38 as a result of an ordinance or election conducted under AS 17.38 and 3 AAC 306.200, or when a local government protests an application on the grounds that the proposed licensed premises are located in a place within the local government where a local zoning ordinance prohibits the marijuana establishment, unless the local government has approved a variance from the local ordinance.

This application will be in front of the Marijuana Control Board at our June 1-2, 2023, meeting.

Sincerely,

Handwritten signature of Joan M. Wilson in cursive.

Joan Wilson, Director

amco.localgovernmentonly@alaska.gov



Application for Food Establishment Permit

Alaska Department of Environmental Conservation
Division of Environmental Health
Food Safety and Sanitation Program



Permit ID: _____

Section 1 - GENERAL INFORMATION (All applicants complete entire section - please print).

Purpose (check one) New Information Change Extensive Remodel Change of owner/operator Reactivate

| | | | | | |
|----------------------------|---|--|--|--------------------|---------------------|
| Owner/Business Information | Name of Entity or Owner Responsible for Food Service Lake Landing Investments, LLC dba Shoreline Cannabis | | AK Business License # 2154335 | | |
| | Business/Corporate Mailing Address PO Box 141463 | | City Anchorage | State AK | Zip 99514 |
| | Business/Corporate Phone 907-575-8521 | | Email justin.benson121@yahoo.com | | |
| | Owner(s) or Corporate Officer(s) & Title(s) or Responsible Party Justin Benson and Athena Rotzler - members/managers/licensees | | | Fax | |
| | Type of Entity <input type="checkbox"/> Individual <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Other: | | | | |
| Establishment Information | Establishment Name Shoreline Cannabis | | Physical Location | | Nearest Community |
| | Establishment Mailing Address PO Box 141463 | | City Anchorage | State AK | Zip 99514 |
| | Establishment Phone 907-575-8521 | | Fax | Contact Person | |
| | Establishment Physical Address 4200 E Snider Rd. | | City Wasilla | State AK | Zip 99654 |

SEATING: (Food Service Only) N/A 25 or less 26-100 > 101

TYPE OF OPERATION Please describe the type of facility you plan to open below (i.e. restaurant, bar, grocery store, etc.)

"CONVENIENCE STORE" style
Retail Marijuana Store with no on-site consumption, selling commercially prepackaged marijuana and food products.

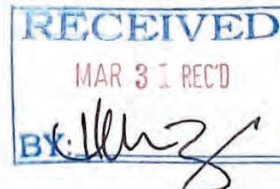
SECTION 2 - NEW OR EXTENSIVELY REMODELED FACILITIES

a. A plan review will be required if your facility has never been permitted by the Alaska's Food Safety and Sanitation Program; has not had an active permit in the last five years; will be extensively remodeled; or is a new construction. If any of these apply, a Plan Review Application is required to process your application. Have you attached the [Plan Review Application](#)? Yes No

SECTION 3 - COMPLETE FOR ALL FOOD ESTABLISHMENTS (Check all that apply)

FOOD SERVICE ESTABLISHMENTS

- a. A copy of your menu will be required. Have you attached a copy of the proposed menu? Yes No
- b. Attach appropriate label, placard, or menu notation for the [consumer advisories](#) if you serve:
 Wild Mushrooms Unpasteurized juices Farmed halibut, salmon, or sablefish
 Raw/undercooked animal foods such as beef, shell eggs, lamb, pork, poultry, seafood, and shellfish.
- c. Methods of food preparation (check the one that most closely describes the establishment):
 Assembly of Ready to Eat Foods Cook and Serve
 Hot or cold Service for 2 hours or more is done Commercially Prepackaged Marijuana Infused Edibles
 Complex (Preparation 1 day or more in advance, cooling and reheating is done).
- d. Style of Service: Counter Service Self Service (i.e. buffet line, salad bar) Table Service
 Other:
- e. Do you plan to operate as a [caterer](#)? Yes No
 If yes, list all the equipment used to protect food from contamination and maintain product temperature during:
 Transportation: _____ Hot or Cold Holding: _____





Plan Review Application
Alaska Department of Environmental Conservation
Division of Environmental Health
Food Safety and Sanitation Program



Permit ID: _____

Section A- General Information (All applicants complete entire section – please print).

Purpose (check one) New Construction Remodel of Existing Structure Reactivation

| | | |
|---------------------|---|--|
| General Information | Establishment Name: <u>Shoreline Cannabis</u> | Date |
| | Plan Review Contact Name <u>Justin Benson</u> | |
| | Phone Number <u>907-575-8521</u> | Email <u>justin.benson121@yahoo.com</u> |
| | Address <u>4200 E Snider Rd. Wasilla, AK 99654</u> | |
| | Operating Days/Hours <u>7 days/wk 8am-12am</u> | Proposed Opening Date <u>7/1/2023</u> |

If you are proposing to build a new food establishment or extensive remodeling of an existing food establishment in Alaska (except in the Municipality of Anchorage), you must submit a **completed Plan Review Packet 30 days prior to construction**. Additional information regarding calculations and drawings can be found in the Plan Review Guide.

Please Note: Failure to provide all the required information may delay the plan review process and permit issuance.

REQUIRED DOCUMENTATION LIST (Include the following in your packet)

- Food Establishment Application Floor Plan
- Fees (Plan Review Fee is Non-Refundable) Plumbing Schematic
- Plot Plan Complete list of equipment (including manufacturer's specifications)

SECTION B – REQUIRED DOCUMENTATION

a. **Potable Water Supply.** Have plans been submitted to the [Drinking Water Program](#) as required by 18 AAC 80?

Yes* No N/A (Municipal Water Supply) **Specify in comments.**

Comments:

***Attach a confirmation email or letter from the Drinking Water Program stating that the system has been approved.**

b. **Wastewater Disposal System.** Have plans been submitted to the [Wastewater Program](#) as specified by 18 AAC 72?

Yes* No N/A (Municipal System) **Specify in comments.**

Comments:

***Attach a confirmation email or letter from the Wastewater Program stating that the system has been approved.**

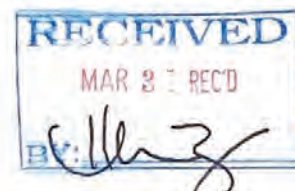
If you have a septic system, please provide the legal description of your property (Lot, Block, etc.)

c. **Solid Waste Disposal.** Please describe how you plan to dispose of your solid waste:

Please see attached operating plan. Solid waste will be disposed of via landfill. Marijuana waste will be tracked, rendered fully unusable, and disposed of in accordance with AMCO policy and our attached operating plan.

d. **Plot Plan.** Have you included a detailed to scale drawing of the plot plan including: Yes No

- All buildings Outside walk-in cooler(s)/freezer(s) Access for deliveries Oil/Fuel tanks
- Refuse storage site Outside storage areas Sewage disposal system
- Potable water supply Identify nearby roads, other landmarks, and/or give GPS coordinates





THE STATE of ALASKA

Department of Commerce, Community, and Economic Development
Division of Corporations, Business, and Professional Licensing
PO Box 110806, Juneau, AK 99811-0806
(907) 465-2550 • Email: corporations@alaska.gov
Website: corporations.alaska.gov

FOR DIVISION USE ONLY

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Articles of Organization
Domestic Limited Liability Company

1 - Entity Name

Legal Name: Lake Landing Investments, LLC

2 - Purpose

Any Lawful Purpose

3 - NAICS Code

111998 - ALL OTHER MISCELLANEOUS CROP FARMING

4 - Registered Agent

Name: Lance Wells

Mailing Address: 733 West 4th Ave , Suite 308, Anchorage, AK 99501

Physical Address: 733 West 4th Ave , Suite 308, Anchorage, AK 99501

5 - Entity Addresses

Mailing Address: PO BOX 141463, Anchorage, AK 99514

Physical Address: 1540 N. Shoreline Drive, Wasilla, AK 99654

6 - Management

The limited liability company is managed by a manager.

7 - Officials

Table with 4 columns: Name, Address, % Owned, Titles. Row 1: Jessika Smith, [blank], [blank], Organizer

Name of person completing this online application

This form is for use by the named entity only. Only persons who are authorized by the above Official(s) of the named entity may make changes to it. If you proceed to make changes to this form or any information on it, you will be certifying under penalty of perjury that you are authorized to make those changes, and that everything on the form is true and correct. In addition, persons who file documents with the commissioner that are known to the person to be false in material respects are guilty of a class A misdemeanor. Continuation means you have read this and understand it.

Name: Jessika Smith



THE STATE
of ALASKA

Department of Commerce, Community, and Economic Development
Division of Corporations, Business, and Professional Licensing
PO Box 110806, Juneau, AK 99811-0806
(907) 465-2550 • Email: corporations@alaska.gov
Website: corporations.alaska.gov

FOR DIVISION USE ONLY

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Domestic Limited Liability Company

2022 Biennial Report
For the period ending December 31, 2021

Due Date: This report along with its fees are due by January 2, 2022

Fees: If postmarked before February 2, 2022, the fee is \$100.00.
If postmarked on or after February 2, 2022 then this report is delinquent and the fee is \$137.50.

Entity Name: Lake Landing Investments, LLC
Entity Number: 10134482
Home Country: UNITED STATES
Home State/Prov.: ALASKA
Physical Address: 733 w 4th Ave Ste 308, Anchorage, AK.
99501, anchorage, AK 99501
Mailing Address: PO BOX 141463, ANCHORAGE, AK 99514

Registered Agent information cannot be changed on this form. Per Alaska Statutes, to update or change the Registered Agent information this entity must submit the Statement of Change form for this entity type along with its filing fee.

Name: Lance Wells
Physical Address: 733 WEST 4TH AVE , SUITE 308,
ANCHORAGE, AK 99501
Mailing Address: 733 WEST 4TH AVE , SUITE 308,
ANCHORAGE, AK 99501

Officials: The following is a complete list of officials who will be on record as a result of this filing.

- **Provide all officials and required information. Use only the titles provided.**
- **Mandatory Members:** this entity must have at least one (1) Member. A Member must own a %. In addition, this entity must provide all Members who own 5% or more of the entity. A Member may be an individual or another entity.
- **Manager:** If the entity is manager managed (per its articles or amendment) then there must be at least (1) Manager provided. A Manager may be a Member if the Manager also owns a % of the entity.

| Full Legal Name | Complete Mailing Address | % Owned | Manager | Member |
|-----------------|--|---------|---------|--------|
| Justin Benson | PO BOX 141463, ANCHORAGE, AK 99514 | 60.00 | X | X |
| Athena Rotzler | 2440 E. TUDOR RD #913, ANCHORAGE, AK 99507 | 40.00 | X | X |

If necessary, attach a list of additional officers on a separate 8.5 X 11 sheet of paper.

Purpose: Any Lawful Purpose

NAICS Code: 111998 - ALL OTHER MISCELLANEOUS CROP FARMING

New NAICS Code (optional):

This form is for use by the named entity only. Only persons who are authorized by the above Official(s) of the named entity may make changes to it. If you proceed to make changes to this form or any information on it, you will be certifying under penalty of perjury that you

are authorized to make those changes, and that everything on the form is true and correct. In addition, persons who file documents with the commissioner that are known to the person to be false in material respects are guilty of a class A misdemeanor. Continuation means you have read this and understand it.

Name: Lance C. Wells, Atty.

Alaska Business License # 2154335

Alaska Department of Commerce, Community, and Economic Development

Division of Corporations, Business, and Professional Licensing
PO Box 110806, Juneau, AK 99811-0806

This is to certify that

Shoreline Cannabis

PO Box 141463, Anchorage, AK 99514

owned by

Lake Landing Investments, LLC

is licensed by the department to conduct business for the period

April 12, 2022 to December 31, 2023
for the following line(s) of business:

42 - Trade



This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location.
It is not transferable or assignable.

Julie Sande
Commissioner

Received by AMCO 7.23.22

Shoreline Cannabis
PO Box 141463
Anchorage, AK 99514

Received by AMCO 7.23.22



Alaska Marijuana Control Board
Form MJ-00: Application Certifications

What is this form?

This application certifications form is required for all marijuana establishment license applications. Each person signing an application for a marijuana establishment license must declare that he/she has read and is familiar with AS 17.38 and 3 AAC 306.

This form must be completed and submitted to AMCO’s main office by each proposed licensee (as defined in 3 AAC 306.020(b)(2)) before any license application will be considered complete.

Section 1 – Establishment Information

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

| | | | | | |
|--------------------|-------------------------------|-----------------|-------|------|-------|
| Licensee: | Lake Landing Investments, LLC | License Number: | 32848 | | |
| License Type: | RETAIL MARIJUANA STORE | | | | |
| Doing Business As: | Shoreline Cannabis | | | | |
| Premises Address: | 4200 E Snider Rd. | | | | |
| City: | WASILLA | State: | AK | ZIP: | 99654 |

Section 2 – Individual Information

Enter information for the individual licensee.

| | |
|--------|----------------|
| Name: | Justin Benson |
| Title: | member/manager |

Section 3 – Other Licenses

Ownership and financial interest in other licenses: Yes No

Do you currently have or plan to have an ownership interest in, or a direct or indirect financial interest in another marijuana establishment license?

If “Yes”, which license numbers (for existing licenses) and license types do you own or plan to own?

LIC#25707- The Hangar - Limited Marijuana Cultivation Facility



Alaska Marijuana Control Board
Form MJ-00: Application Certifications

Section 4 – Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that I have not been convicted of a felony in any state or the United States, including a suspended imposition of sentence, for which less than five years have elapsed from the time of the conviction to the date of this application.

JB

I certify that I am not currently on felony probation or felony parole.

JB

I certify that I have not been found guilty of selling alcohol without a license in violation of AS 04.11.010.

JB

I certify that I have not been found guilty of selling alcohol to an individual under 21 years of age in violation of 04.16.051 or AS 04.16.052.

JB

I certify that I have not been convicted of a misdemeanor crime involving a controlled substance, violence against a person, use of a weapon, or dishonesty within the five years preceding this application.

JB

I certify that I have not been convicted of a class A misdemeanor relating to selling, furnishing, or distributing marijuana or operating an establishment where marijuana is consumed within the two years preceding this application.

JB

I certify that my proposed premises is not within 500 feet of a school ground, recreation or youth center, a building in which religious services are regularly conducted, or a correctional facility, as set forth in 3 AAC 306.010(a).

JB

I certify that my proposed premises is not located in a liquor licensed premises.

JB

I certify that I meet the residency requirement under AS 43.23 for a permanent fund dividend in the calendar year in which I am initiating this application.

JB

I certify that all proposed licensees (as defined in 3 AAC 306.020(b)(2)) have been listed on my online marijuana establishment license application. Additionally, if applicable, all proposed licensees have been listed on my application with the Division of Corporations.

JB

I certify that I understand that providing a false statement on this form, the online application, or any other form provided by AMCO is grounds for denial of my application.

JB



Alaska Marijuana Control Board

Form MJ-00: Application Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify and understand that I must operate in compliance with the Alaska Department of Labor and Workforce Development's laws and requirements pertaining to employees.

JB

I certify and understand that I must operate in compliance with each applicable public health, fire, safety, and tax code and ordinance of this state and the local government in which my premises is located.

JB

Read each line below, and then sign your initials in the box to the right of only the applicable statement:

Initials

Only initial next to the following statement if this form is accompanying an application for a marijuana testing facility license:

I certify that I do not have an ownership in, or a direct or indirect financial interest in a retail marijuana store, a marijuana cultivation facility, or a marijuana products manufacturing facility.

Only initial next to the following statement if this form is accompanying an application for a retail marijuana store, a marijuana cultivation facility, or a marijuana products manufacturing facility license:

I certify that I do not have an ownership in, or a direct or indirect financial interest in a marijuana testing facility license.

JB

All marijuana establishment license applicants:

As an applicant for a marijuana establishment license, I declare under penalty of unsworn falsification that I have read and am familiar with AS 17.38 and 3 AAC 306, and that the online application and this form, including all accompanying schedules and statements, is true, correct, and complete.


Signature of licensee

Justin Benson

Printed name of licensee

SARAH DONAHUE
Notary Public, State of Alaska
Commission # 180101034
My Commission Expires
January 1, 2022


Notary Public in and for the State of Alaska

My commission expires: 2/28/26

Subscribed and sworn to before me this 6th day of July, 2022.



Alaska Marijuana Control Board

Form MJ-00: Application Certifications

What is this form?

This application certifications form is required for all marijuana establishment license applications. Each person signing an application for a marijuana establishment license must declare that he/she has read and is familiar with AS 17.38 and 3 AAC 306.

This form must be completed and submitted to AMCO's main office by each proposed licensee (as defined in 3 AAC 306.020(b)(2)) before any license application will be considered complete.

Section 1 – Establishment Information

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

| | | | |
|---------------------------|-------------------------------|------------------------|-------|
| Licensee: | Lake Landing Investments, LLC | License Number: | 32848 |
| License Type: | RETAIL MARIJUANA STORE | | |
| Doing Business As: | Shoreline Cannabis | | |
| Premises Address: | 4200 E Snider Rd. | | |
| City: | WASILLA | State: | AK |
| | | ZIP: | 99654 |

Section 2 – Individual Information

Enter information for the individual licensee.

| | |
|---------------|----------------|
| Name: | Athena Rotzler |
| Title: | member/manager |

Section 3 – Other Licenses

Ownership and financial interest in other licenses:

Yes No

Do you currently have or plan to have an ownership interest in, or a direct or indirect financial interest in another marijuana establishment license?

If "Yes", which license numbers (for existing licenses) and license types do you own or plan to own?

LIC#25707- The Hangar - Limited Marijuana Cultivation Facility



Alaska Marijuana Control Board

Form MJ-00: Application Certifications

Section 4 – Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

Initials

I certify that I have not been convicted of a felony in any state or the United States, including a suspended imposition of sentence, for which less than five years have elapsed from the time of the conviction to the date of this application.

DS
[Signature Box]

I certify that I am not currently on felony probation or felony parole.

DS
[Signature Box]

I certify that I have not been found guilty of selling alcohol without a license in violation of AS 04.11.010.

DS
[Signature Box]

I certify that I have not been found guilty of selling alcohol to an individual under 21 years of age in violation of 04.16.051 or AS 04.16.052.

DS
[Signature Box]

I certify that I have not been convicted of a misdemeanor crime involving a controlled substance, violence against a person, use of a weapon, or dishonesty within the five years preceding this application.

DS
[Signature Box]

I certify that I have not been convicted of a class A misdemeanor relating to selling, furnishing, or distributing marijuana or operating an establishment where marijuana is consumed within the two years preceding this application.

DS
[Signature Box]

I certify that my proposed premises is not within 500 feet of a school ground, recreation or youth center, a building in which religious services are regularly conducted, or a correctional facility, as set forth in 3 AAC 306.010(a).

DS
[Signature Box]

I certify that my proposed premises is not located in a liquor licensed premises.

DS
[Signature Box]

I certify that I meet the residency requirement under AS 43.23 for a permanent fund dividend in the calendar year in which I am initiating this application.

DS
[Signature Box]

I certify that all proposed licensees (as defined in 3 AAC 306.020(b)(2)) have been listed on my online marijuana establishment license application. Additionally, if applicable, all proposed licensees have been listed on my application with the Division of Corporations.

DS
[Signature Box]

I certify that I understand that providing a false statement on this form, the online application, or any other form provided by AMCO is grounds for denial of my application.

DS
[Signature Box]



Alaska Marijuana Control Board

Form MJ-00: Application Certifications

Read each line below, and then sign your initials in the box to the right of each statement:

I certify and understand that I must operate in compliance with the Alaska Department of Labor and Workforce Development's laws and requirements pertaining to employees.

Initials

DS [Signature Box]

I certify and understand that I must operate in compliance with each applicable public health, fire, safety, and tax code and ordinance of this state and the local government in which my premises is located.

DS [Signature Box]

Read each line below, and then sign your initials in the box to the right of only the applicable statement:

Initials

Only initial next to the following statement if this form is accompanying an application for a marijuana testing facility license:

I certify that I do not have an ownership in, or a direct or indirect financial interest in a retail marijuana store, a marijuana cultivation facility, or a marijuana products manufacturing facility.

[Empty Box]

Only initial next to the following statement if this form is accompanying an application for a retail marijuana store, a marijuana cultivation facility, or a marijuana products manufacturing facility license:

I certify that I do not have an ownership in, or a direct or indirect financial interest in a marijuana testing facility license.

DS [Signature Box]

All marijuana establishment license applicants:

As an applicant for a marijuana establishment license, I declare under penalty of unsworn falsification that I have read and am familiar with AS 17.38 and 3 AAC 306, and that the online application and this form, including all accompanying schedules and statements, is true, correct, and complete.

DocuSigned by:

[Signature]

35D02DEA202F4C2

Signature of licensee

Athena Rotzler

Printed name of licensee

SARAH DONAHUE
Notary Public, State of Alaska
Commission # 180101034
My Commission Expires
2/28/26

[Signature] Notary Public in and for the State of Alaska

My commission expires: 2/28/26

Subscribed and sworn to before me this 6th day of July, 2022.



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

What is this form?

An operating plan is required for all marijuana establishment license applications. Applicants should review **Title 17.38 of Alaska Statutes** and **Chapter 306 of the Alaska Administrative Code**. This form will be used to document how an applicant intends to meet the requirements of those statutes and regulations. If your business has a formal operating plan, you may include a copy of that operating plan with your application, but all fields of this form must still be completed per 3 AAC 306.020(c).

What must be covered in an operating plan?

Applicants must identify how the proposed premises will comply with applicable statutes and regulations regarding the following:

- Control plan for persons under the age of 21
- Security
- Business records
- Inventory tracking of all marijuana and marijuana product on the premises
- Employee qualification and training
- Health and safety standards
- Transportation and delivery of marijuana and marijuana products
- Signage and advertising

Applicants must also complete the corresponding operating plan supplemental forms (**Form MJ-03, Form MJ-04, Form MJ-05, or Form MJ-06**) to meet the additional operating plan requirements for each license type.

Section 1 – Establishment & Contact Information

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

| | | | | | |
|----------------------|-------------------------------|---------------|--------------|------|-------|
| Licensee: | Lake Landing Investments, LLC | MJ License #: | 32848 | | |
| License Type: | RETAIL MARIJUANA STORE | | | | |
| Doing Business As: | Shoreline Cannabis | | | | |
| Premises Address: | 4200 E Snider Rd. | | | | |
| City: | Wasilla | State: | Alaska | ZIP: | 99654 |
| Mailing Address: | PO Box 141463 | | | | |
| City: | Anchorage | State: | Alaska | ZIP: | 99514 |
| Designated Licensee: | Justin Benson | | | | |
| Main Phone: | 907-575-8521 | Cell Phone: | 907-575-8521 | | |
| Email: | justin.benson121@yahoo.com | | | | |



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

Section 2 – Control Plan for Persons Under the Age of 21

2.1. Describe how the marijuana establishment will prevent persons under the age of 21 from gaining access to any portion of the licensed premises and marijuana items:

This is a marijuana retail store. Once legal Id's are checked at the main door, persons 21 years of age and older will be admitted. Upon admittance, they will review the menus with available selections, approach and place their order. Their order will be filled, point of sale system utilized for the sale and the product subsequently given to them in packaging as required. No tours or leisure visits are permitted within the licensed premises areas or any portion of this licensed facility including restricted areas. Any visitor to this part of the licensed premises will have to be able to prove: over 21 years of age via valid ID: State or federal, drivers license, passport etc., and a need to be escorted into any restricted access area. If a need is determined, visitor's identification will be screened, and the visitors log will be filled out. Visitor will wear an identification tag at all times while in the facility. No more than 5 visitors per employee or agent will be permitted in the facility at a time, in accordance with applicable laws and AMCO regulations. All other means of ingress and egress doors to this facility and building will remain locked at all times. No handling of the marijuana will occur except by the licensee, his employees or agents and not by and visitors or customers. All marijuana will be kept in restricted areas where no customers have access to it. Video surveillance will record all entries, exits, points of sale and rooms within this licensed facility with the exception of the rest room which is part of the licensed facility but not a restricted access area.

Section 3 – Security

Restricted Access Areas (3 AAC 306.710):

3.1. Describe how you will prevent unescorted members of the public from entering restricted access areas:

The Applicant requires all visitors to call ahead and establish an appointment at the facility before they arrive. Upon arrival, an employee escort who will request identification from the visitor, complete the visitor's log, and issue a visitor's badge shall greet visitors. Valid forms of identification include an unexpired, unaltered passport; a driver's license or permit; or an identification card of any U.S. state or province or territory of Canada. Anyone without identification and/or under the age of 21 may not enter the retail facility. The designated employee shall record the information pertaining to the visit on a visitor's log and issue a visitor's identification badge before entering the restricted area. Information on the visitor's log includes name, date of birth, current date, time in/out, email address or phone number, and the employee escort's name. The visitor shall wear the badge while on premises. The employee escort is required to remain with the visitor and is responsible for noting the time the visitor leaves and retrieving the visitor's badge. The Visitor Policy shall apply to all facility visitors including, but not limited to, contractors and delivery/transportation drivers. No more than five visitors per escort. All restricted access areas will be clearly marked and remain locked and closed.

3.2. Describe your recordkeeping and processes for admitting visitors into and escorting them through restricted access areas:

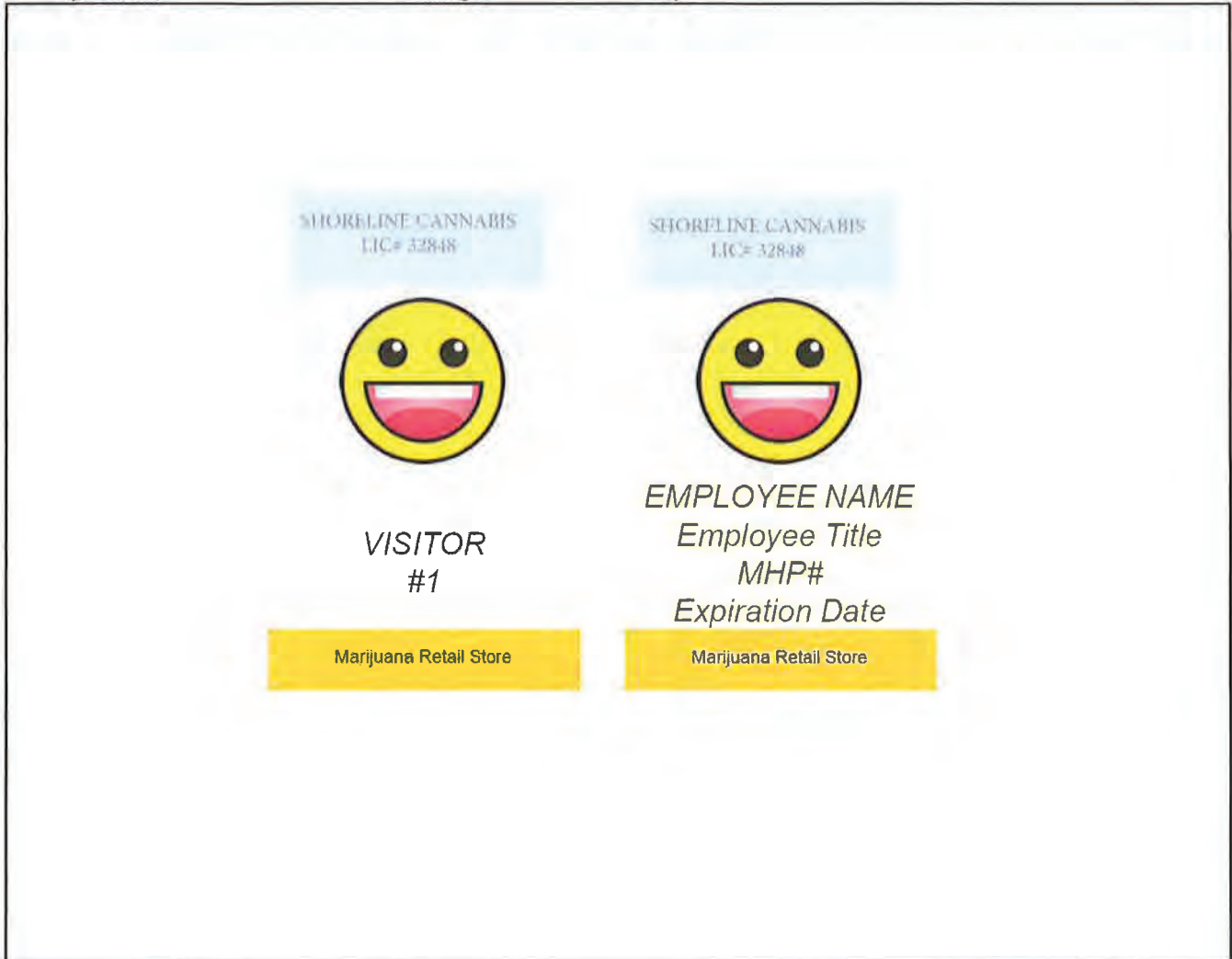
A logbook to record the persons full name, date of visit, time of entry and departure and nature/purpose of visit will be maintained. Visitor's I.D. numbered badges will also be required to be worn at all times while upon the premises. Badges will be returned at the end of said visit and they will be accounted for at the end of each visit as well. The Applicant requires all visitors to call ahead and establish an appointment at the facility before they arrive. Upon arrival, an employee escort who will request identification from the visitor, complete the visitor's log, and issue a visitor's badge shall greet visitors. Valid forms of identification include an unexpired, unaltered passport; a driver's license or permit; or an identification card of any U.S. state or province or territory of Canada. Anyone without identification and/or under the age of 21 may not enter the retail facility. The designated employee shall record the information pertaining to the visit on a visitor's log and issue a visitor's identification badge before entering the restricted area. Information on the visitor's log includes name, date of birth, current date, time in/out, email address or phone number, and the employee escort's name. The visitor shall wear the badge while on premises. The employee escort is required to remain with the visitor and is responsible for noting the time the visitor leaves and retrieving the visitor's badge. The Visitor Policy shall apply to all facility visitors including, but not limited to, contractors and delivery/transportation drivers. No more than five visitors per escort. All restricted access areas will be clearly marked and remain locked and closed until a need for them to be opened is determined.



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

3.3. Provide samples of licensee-produced identification badges that will be displayed by each licensee, employee, or agent while on the premises, and of visitor identification badges that will be worn by all visitors while in restricted access areas:



Security Alarm Systems and Lock Standards (3 AAC 306.715):

3.4. Exterior lighting is required to facilitate surveillance. Describe how the exterior lighting will meet this requirement:

Commercial type exterior high lumen output lighting will be provided at all facility exits and entrances and each side of the building. Some of the lighting will be motion sensitive if desired or on at all times. Security cameras will be I.R. capable, and the field of view will cover the approach up to each exterior door. Security cameras will record 24 hours per day, seven days per week, 365 days per year for a minimum of 40 days as per AMCO regulation.



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan

3.5. An alarm system is required for all license types that must be activated on all exterior doors and windows when the licensed premises is closed for business. Describe the security alarm system for the proposed premises, explain how it will meet all regulatory requirements, and outline your policies and procedures regarding the actions to be taken by a licensee, employee, or agent when the alarm system alerts of an unauthorized breach:

The alarm system that will be in use at the proposed facility will be provided and monitored by, Alarm.com or similar company. The system will be comprised of a main control panels with panic functions for fire, emergency and medical. Hold up alarms (silent alarms), multiple interior motion sensors, door and window sensors for all doors and windows. Motion detectors in all rooms and covering all doors and windows. Internal and external siren. All to be monitored at all times when activated during closed hours. Alarm system controls will be wall-mounted. Any time the facility is left unattended, the alarm system shall be "active". All windows and exits will be monitored 24 hours a day, 7 days a week. The video system will record 24 hours per day, seven days per week, 24 hours per day in excess of 40 days with day, date and time stamps. Motion Detectors are integrated into the security system. In the event of a motion related alarm, Licensee or designated agent will view the camera feed from inside the proposed facility or other location to determine if any further action is necessary. The panic audible alarm button will be used in the event of any perceived security breach as well as silent alarm buttons/switches to be activated in case of hold up or other emergency that may arise. Procedures for a notification of security breach: If facility is staffed, assess situation and take appropriate action. Call 911 if necessary. If the situation allows, remain at facility to assist law enforcement. If facility is vacant. Licensee or authorized agent are to return to facility to assist law enforcement once the area is made safe by law enforcement. Law enforcement will be notified immediately by the alarm monitoring company should the alarm be set-off or for fire or other emergency. They will then respond. All employees, agents of licensee and licensee will cooperate with members of law enforcement. We will notify the Department of Commerce, Community, and Economic Development, Alcohol and Marijuana Control Office as soon as reasonably practical and in any case not more than 24 hours after any unauthorized access to the premises or the establishment's knowledge of evidence or circumstances that reasonably indicate theft, diversion, or unexplained disappearance of marijuana, marijuana products, or money from the licensed premises.

3.6. Describe your policies and procedures for preventing diversion of marijuana or marijuana product, including by employees:

All marijuana product on premises will only be handled by licensee, employees or agents designated by licensee. All will have the required marijuana handler's card. Licensee, employee or agent will be present at transfers of marijuana product to ensure integrity of shipment. All marijuana product on premises will be logged in and tracked in accordance with Franwell/METRC system from seed to sale. Routine internal audits will be conducted periodically. Video cameras will run 24 hours per day, 365 days per year both indoors and outside as previously designated and will be stored for a minimum of 40 days. Should any diversion occur, a review of the video surveillance tapes both from the inside and outside will help to catch any perpetrator and proper action may be taken. Furthermore, the tracking system and recorded weights of marijuana product will detect any change to our marijuana supplies, so that action may immediately be taken which includes notification to AMCO and local law enforcement. All employees including their bags, backpacks, purses etc. will be subject to search as a part of their condition of employment upon suspicion of diversion. Furthermore, employees will have to place all personal belongings into a separate locker when coming to work or lock them within their vehicle or leave them at home. If diversion is determined to have occurred, AMCO enforcement will be notified immediately and no more than 24 hours after the diversion, theft or loss etc. is discovered.

3.7. Describe your policies and procedures for preventing loitering:

Signs will be posted stating a clear message that "No Trespassing" or "No Loitering" is permitted, and that area is video monitored 24/7. Video surveillance of the exterior areas will be available to employees inside the facility. Standard policy is to notify law enforcement of any violation these regulations or of any suspicious activity. There will be no loiterers or trespassers: None.

You must be able to certify the statement below. Read the following and then sign your initials in the box to the right: Initials

3.8. I certify that if any additional security devices are used, such as a motion detector, pressure switch, and duress, panic, or hold-up alarm, to enhance security of the licensed premises, I will have written policies and procedures describing their use.



Form MJ-01: Marijuana Establishment Operating Plan

Video Surveillance (3 AAC 306.720):

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

3.9. The video surveillance and camera recording system for the licensed premises covers each restricted access area, and both the interior and exterior of each entrance to the facility.

JB

3.10. Each video surveillance recording: is preserved for a minimum of 40 days, in a format that can be easily accessed for viewing (consistent with the Alcohol & Marijuana Control Office's approved format list); clearly and accurately displays the time and date; and is archived in a format that does not permit alteration of the recorded image.

JB

3.11. The surveillance room or area is clearly defined on the Form MJ-02: Premises Diagram that is submitted with this application.

JB

3.12. Surveillance recording equipment and video surveillance records are housed in a designated, locked, and secure area or in a lock box, cabinet, closet or other secure area where access is limited to the licensee(s), an authorized employee, and law enforcement personnel (including an agent of the Marijuana Control Board).

JB

3.13. Describe how the video cameras will be placed to produce a clear view adequate to identify any individual inside the licensed premises, or within 20 feet of each entrance to the licensed premises:

Entrances/exits to and from the facility will have cameras (within 20 feet of each entrance/exit) trained on them from the interior in such a way that faces are easily identified. Facility entrances/exits will also have exterior cameras (within 20 feet of each entrance/exit) to monitor areas around exits to provide a view of the approach to the entrances/exits. All rooms will have cameras as well covering all portions of each room. All cameras will be high definition, mounted at a height sufficient for clear video footage with infrared/night vision capabilities for night viewing and recording.

3.14. Describe the locked and secure area where video surveillance recording equipment and original copies of surveillance records will be housed and stored, and how you will ensure the area is accessible only to authorized personnel, law enforcement, or an agent of the Marijuana Control Board. If you will be using an offsite monitoring service and offsite storage of video surveillance records, your response must include how the offsite facility will meet these security requirements:

All video surveillance will be stored in a digital format on a local device and backed up on a hard drive. Storage will be sized appropriately to maintain at a minimum 40 days of recording, and a digital back-up of all data. Server rack will consist of a wall mountable, lockable cabinet sized appropriately to contain all necessary computer components. The rack will be located within a secure locked room within the proposed facility, ensuring that only authorized personnel are able to access the video surveillance equipment. Its' accessibility will be via password protection and only the licensee, or designated employee will have access to it. It maintains storage for over 40 days and will be accessible to AMCO enforcement and/or law enforcement as well upon request. It is not accessible to the general public.



Form MJ-01: Marijuana Establishment Operating Plan

Section 4 – Business Records

Review the requirements under 3 AAC 306.755. All licensed marijuana establishments must maintain, in a format that is readily understood by a reasonably prudent business person, certain business records.

4.1. I certify that the following business records will be maintained and kept on the licensed premises:

Initials

- a. all books and records necessary to fully account for each business transaction conducted under my license for the current year and three preceding calendar years (records for the last six months must be maintained on the licensed premises; older records may be archived on or off-premises);
- b. a current employee list setting out the full name and marijuana handler permit number of each licensee, employee, and agent who works at the marijuana establishment;
- c. the business contact information for vendors that maintain video surveillance systems and security alarm systems for the licensed premises;
- d. records related to advertising and marketing;
- e. a current diagram of the licensed premises, including each restricted access area;
- f. a log recording the name, and date and time of entry of each visitor permitted into a restricted access area;
- g. all records normally retained for tax purposes;
- h. accurate and comprehensive inventory tracking records that account for all marijuana inventory activity from seed or immature plant stage until the retail marijuana or retail marijuana product is sold to a consumer, to another marijuana establishment, or destroyed;
- i. transportation records for marijuana and marijuana product, as required by 3 AAC 306.750(f); and
- j. registration and inspection reports of scales registered under the Weights and Measures Act, as required by 3 AAC 306.745.

JB
JB
JB
JB
JB
JB
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JB
JB

4.2. A marijuana establishment is required to exercise due diligence in preserving and maintaining all required records. Describe how you will prevent records and data, including electronically maintained records, from being lost or destroyed:

All business records will be kept on the premises in a locked file cabinet or safe. These records will be available for inspection upon request. These records include but are not limited to: a current employee list and handler card information, contact information for our vendors and video surveillance and alarm systems, records on advertising and marketing, visitor logs, tax records, premise diagram and transportation records. The digital records will be backed up at the end of each business day. Security camera video will be maintained for 40 days of recording at a minimum. This company will provide any record required to be kept on the licensed premises to an employee of the board upon request. Any records kept off premises will be provided within 3 days of the request. Some of these records may be kept on an external hard drive and maintained within the locked cabinet and/or safe.



Form MJ-01: Marijuana Establishment Operating Plan

Section 5 – Inventory Tracking of All Marijuana and Marijuana Product

Review the requirements under 3 AAC 306.730. All licensed marijuana establishments must use a marijuana inventory tracking system capable of sharing information with Metrc to ensure all marijuana cultivated and sold in the state, and each marijuana product processed and sold in the state, is identified and tracked from the time the marijuana is propagated from seed or cutting, through transfer to another licensed marijuana establishment, or use in manufacturing a marijuana product, to a completed sale of marijuana or marijuana product, or disposal of the harvest batch of marijuana or production lot of marijuana product.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

5.1. My marijuana establishment will be using Metrc, and if any other tracking software is used, it will be capable of sharing information with Metrc.

JB

5.2. All marijuana delivered to a marijuana establishment will be weighed on a scale registered in compliance with 3 AAC 306.745.

JB

5.3. My marijuana establishment will use registered scales in compliance with AS 45.75.080 (Weights and Measures Act), as required by 3 AAC 306.745.

JB

Section 6 – Employee Qualification and Training

Review the requirements under 3 AAC 306.700. All licensees, and every employee or agent of the marijuana establishment who sells, cultivates, manufactures, tests, or transports marijuana or a marijuana product, or who checks the identification of a consumer or visitor, must obtain a marijuana handler permit from the board before being licensed or beginning employment at a marijuana establishment.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

6.1. All licensees, and each employee or agent of the marijuana establishment who sells, cultivates, manufactures, tests, or transports marijuana or marijuana product, or who checks the identification of a consumer or visitor, shall obtain a marijuana handler permit from the board before being licensed or beginning employment at the marijuana establishment.

JB

6.2. Each licensee, employee, or agent who is required to have a marijuana handler permit shall keep that person's marijuana handler permit card in that person's immediate possession (or a valid copy on file on the licensed premises) when on the licensed premises.

JB

6.3. Each licensee, employee, or agent who is required to have a marijuana handler permit shall ensure that that person's marijuana handler permit card is valid and has not expired.

JB

6.4. Describe any in-house training that will be provided to employees and agents (apart from a marijuana handler course):

Aside from the marijuana handler's course and required testing, licensees, employees and agents will be kept current as to any change in regulation from AMCO, law enforcement (state, local or federal) as well as to any industry changes. This will be done monthly at monthly meetings between supervisor's and employees, unless METRC issues a bulletin or AMCO issues an advisory requiring more immediate dissemination of information. In this event, affected employees will be required to read and sign such memos at commencement of 1st shift after advisory or bulletin received. Additional training will also be made available to all employees through applicable media, legal articles, periodicals of trade and updated handler's recertification tests as they become due for recertification as well as any other information that may become available and be applicable. The internet is also a good source for updated information as well and will be utilized. Will subscribe to the AMCO mailing list and open METRC bulletins in timely fashion.



Form MJ-01: Marijuana Establishment Operating Plan

Section 7 – Health and Safety Standards

Review the requirements under 3 AAC 306.735.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

- 7.1. I understand that a marijuana establishment is subject to inspection by the local fire department, building inspector, or code enforcement officer to confirm that health or safety concerns are not present. JB
- 7.2. I have policies regarding health and safety standards (including: ensuring a person with an illness or infection does not come into contact with marijuana or marijuana product; good hygienic practices; cleaning and maintenance of equipment and the premises; pest deterrence; chemical storage; sanitation principles; and proper handling of marijuana and marijuana product) and will take all reasonable measures and precautions to ensure that they are met or exceeded. JB
- 7.3. I have policies to ensure that any marijuana or marijuana product that has been stored beyond its usable life, or was stored improperly, is not salvaged and returned to the marketplace. JB
- 7.4. I have policies to ensure that in the event information about the age or storage conditions of marijuana or marijuana product is unreliable, the marijuana or marijuana product will be handled in accordance with 3 AAC 306.735(d). JB

Answer "Yes" or "No" to each of the following questions:

Yes No

- 7.5. Adequate and readily accessible toilet facilities that are maintained and in good repair and sanitary condition are clearly indicated on my Form MJ-02: Premises Diagram.
- 7.6. Convenient handwashing facilities with running water at a suitable temperature are clearly indicated on my Form MJ-02: Premises Diagram.

7.7. If you answered "No" to either 7.5 or 7.6 above, describe how toilet and/or handwashing facilities are made accessible, as required by 3 AAC 306.735(b)(2):

Section 8 – Transportation and Delivery of Marijuana and Marijuana Products

Review the requirements under 3 AAC 306.750.

8.1. Describe how marijuana or marijuana product will be prepared, packaged, and secured for shipment. Include a description of the type of locked, safe, and secure storage compartments to be used in vehicles transporting marijuana or marijuana product:

Marijuana or a marijuana product may only be transported to a licensed marijuana establishment by a licensee or an agent or employee of a licensee. Bulk batch packs of up to 5 pounds may be received. Once received and entered in to METRC, the marijuana will be packaged (if not purchased prepackaged) in a variety of ways. Batches of 1.0 gram packs may be produced as well as 1/8 oz, 1/4oz and 1 ounce packages: cannot exceed 1 ounce. All labeling on all packaging will meet the standards as required for retailers. See attached. All marijuana slated to leave the facility will be placed into a durable, tamper-evident METRC packaging prior to transport. The shipment will be accompanied by the appropriate manifest, and will be verified by the licensee or designated agent before the shipment is permitted to leave. A marijuana establishment shall keep records of all marijuana or marijuana products shipped from or received at that marijuana establishment as required under 3 AAC 306. 755. See cont'd response.



Form MJ-01: Marijuana Establishment Operating Plan

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

8.2. The marijuana establishment from which a shipment of marijuana or marijuana product originates will ensure that any individual transporting marijuana shall have a marijuana handler permit required under 3 AAC 306.700.

JB

8.3. The marijuana establishment that originates the transport of any marijuana or marijuana product will use the marijuana inventory tracking system to record the type, amount, and weight of marijuana or marijuana product being transported, the name of the transporter, the time of departure and expected delivery, and the make, model, and license plate number of the transporting vehicle.

JB

8.4. The marijuana establishment that originates the transport of any marijuana or marijuana product will ensure that a complete printed transport manifest on a form prescribed by the board must be kept with the marijuana or marijuana product at all times during transport.

JB

8.5. During transport, any marijuana or marijuana product will be in a sealed package or container in a locked, safe, and secure storage compartment in the vehicle transporting the marijuana or marijuana product, and the sealed package will not be opened during transport.

JB

8.6. Any vehicle transporting marijuana or marijuana product will travel directly from the shipping marijuana establishment to the receiving marijuana establishment, and will not make any unnecessary stops in between except to deliver or pick up marijuana or marijuana product at any other licensed marijuana establishment.

JB

8.7. When the marijuana establishment receives marijuana or marijuana product from another licensed marijuana establishment, the recipient of the shipment will use the marijuana inventory tracking system to report the type, amount, and weight of marijuana or marijuana product received.

JB

8.8. The marijuana establishment will refuse to accept any shipment of marijuana or marijuana product that is not accompanied by the transport manifest.

JB

Section 9 – Signage and Advertising

Review the requirements under 3 AAC 306.770.

9.1. Describe any signs that you intend to post on your establishment, including quantity, dimensions, graphics, and location on your establishment (photos or drawings may be attached):

Not more than three signs will be used, either attached to the building or within the windows (no marijuana or products shall be visible to the public) and each sign may not exceed 4800 square inches. The sign would depict the name of the facility, address, phone number and/or any logo. The signage including logo would not be enticing towards children.

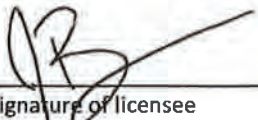


Form MJ-01: Marijuana Establishment Operating Plan


9.2. Describe any advertising you intend to distribute for your establishment. Include medium types and business logos (photos or drawings may be attached):

Advertising may consist of local Alaska Leaf magazine, trade magazines, social media, lighters, clothing items or other items of permissible branding, website, business cards, stickers, and/or in collaboration with local and state wide retailers. It would reflect the name of the business, address, phone number, email address and company logo. The logo will not be enticing towards children. This list is merely inclusive but not exhaustive. See Attached Logo.

I declare under penalty of unsworn falsification that this form, including all accompanying schedules and statements, is true, correct, and complete.


Signature of licensee
Justin Benson
Printed name of licensee

SARAH DONAHUE
Notary Public, State of Alaska
Commission # 180101034
My Commission Expires
January 1, 2022 2/28/26


Notary Public in and for the State of Alaska
My commission expires: 2/28/26

Subscribed and sworn to before me this 6th day of July, 2022.



Form MJ-01: Marijuana Establishment Operating Plan

(Additional Space as Needed):

3.6 Cont'd Response:

All employees including their bags, backpacks, purses etc. will be subject to search as a part of their condition of employment upon suspicion of diversion. Furthermore, employees will have to place all personal belongings into a separate room when coming to work or lock them within their vehicle or leave them at home.

8.1 Cont'd Response:

In accordance with 3 AAC 306.470, when we package the marijuana , we will either place in a package of 1 ounce or less, in approved packaging for the retail store to sell individually. In accordance with 3 AAC 306.475, the packaging shall have these 5 statements to be on the packaging:

- {1} "Marijuana has intoxicating effects and may be habit forming and addictive.";
- (2) "Marijuana impairs concentration, coordination, and judgment. Do not operate a vehicle or machinery under its influence.";
- (3) "There are health risks associated with consumption of marijuana.";
- (4) "For use only by adults twenty-one and older. Keep out of the reach of children.";
- (5) "Marijuana should not be used by women who are pregnant or breast feeding.".

When marijuana or a marijuana product is transported the marijuana establishment that originates the transport shall use the marijuana inventory tracking system to record the type, amount and weight of marijuana or marijuana product being transported, the name of the transporter, the time of departure and expected delivery, and the make, model, and license plate number of the transporting vehicle. A complete printed transport manifest on a form prescribed by the board must be kept with the marijuana or marijuana product at all times. During transport, the marijuana or marijuana product must be in a sealed package or container and in a locked, safe, and secure storage compartment in the vehicle transporting the marijuana or marijuana product. The sealed package may not be opened during transport. A vehicle transporting marijuana or a marijuana product must travel directly from the shipping marijuana establishment to the receiving marijuana establishment, and may not make unnecessary stops in between except to deliver or pick up marijuana or a marijuana product at another licensed marijuana establishment. When a marijuana establishment receives marijuana or a marijuana product transported in compliance with this section, the recipient of the shipment shall use the marijuana inventory tracking system to report the type, amount, and weight of marijuana or marijuana product received. The recipient shall refuse to accept any shipment of marijuana or marijuana product that is not accompanied by the transport manifest. The locked, safe and secure storage compartment is located behind the rear seat of our transport vehicle and will be bolted or chained in to the vehicle frame. All marijuana product will be contained within this safe. The compartment measures approximately 18" wide x10" tall x 59" long. In the event that the proposed facility's planned transport vehicle is not available, a contract transportation/ security company such as Valkyrie Security & Asset Protection or The Transfer Answer will be utilized to carry out product transfers. It will have the required manifest and disclosures attached to the outside of it as required per regulation. See above.





Alaska Marijuana Control Board Form MJ-02: Premises Diagram

What is this form?

A detailed diagram of the proposed licensed premises is required for all marijuana establishment license applications, per 3 AAC 306.020(b)(8). **All areas designated as the licensed premises of a single license must be contiguous. All diagrams must have the licensed premises area labeled, and outlined or shaded as appropriate.**

What must be submitted with this form?

Applicants must attach multiple diagrams to this form, including (as applicable):

- **Diagram 1:**
a diagram showing only the licensed premises areas that will be ready to be **operational at the time of your preliminary inspection** and license issuance;
- **Diagram 2:**
if different than Diagram 1, a diagram outlining **all areas for which the licensee has legal right of possession** (a valid lease or deed), and clearly showing those areas' relationship to the current proposed licensed premises (*details of any planned expansion areas do not need to be included; a complete copy of Form MJ-14: Licensed Premises Diagram Change must be submitted and approved before any planned expansion area may be added to the licensed premises*);
- **Diagram 3:**
a **site plan or as-built of the entire lot**, showing all structures on the property and clearly indicating which area(s) will be part of the licensed premises;
- **Diagram 4:**
an **aerial photo of the entire lot and surrounding lots**, showing a view of the entire property and surrounding properties, and clearly indicating which area(s) will be part of the licensed premises (*this can be obtained from sources like Google Earth*); and
- **Diagram 5:**
a diagram of the **entire building in which the licensed premises is located**, clearly distinguishing the licensed premises from unlicensed areas and/or premises of other licenses within the building. If your proposed licensed premises is located within a building or building complex that contains multiple business and/or tenants, please provide the addresses and/or suite numbers of the other businesses and/or tenants (*a separate diagram is not required for an establishment that is designating the entire building as a single licensed premises*).

This form, and all necessary diagrams that meet the requirements on Page 2 of this form, must be completed and submitted to AMCO's main office before any new or transfer license application will be considered complete.

Section 1 - Establishment Information

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

| | | | | | |
|--------------------|-------------------------------|---------------|--------|------|-------|
| Licensee: | Lake Landing Investments, LLC | MJ License #: | 32848 | | |
| License Type: | RETAIL MARIJUANA STORE | | | | |
| Doing Business As: | Shoreline Cannabis | | | | |
| Premises Address: | 4200 E Snider Rd. | | | | |
| City: | Wasilla | State: | Alaska | ZIP: | 99654 |



Alaska Marijuana Control Board Form MJ-02: Premises Diagram

Section 2 – Required Information

For your security, do not include locations of security cameras, motion detectors, panic buttons, and other security devices. Items marked with a double asterisks (***) are only required for those retail marijuana establishments that are also applying for an onsite consumption endorsement.

The following details must be included in all diagrams:

- License number and DBA
- Legend or key
- Color coding
- Licensed Premises Area Labeled and Shaded, or Outlined as appropriate
- Dimensions
- Labels
- True north arrow

The following additional details must be included in Diagram 1:

- Surveillance room
- Restricted access areas
- Storage areas
- Entrances, exits, and windows
- Walls, partitions, and counters
- Any other areas that must be labeled for specific license or endorsement types
- ** Serving area(s)
- **Employee monitoring area(s)
- **Ventilation exhaust points, if applicable

The following additional details must be included in Diagram 2:

- Areas of ingress and egress
- Entrances and exits
- Walls and partitions

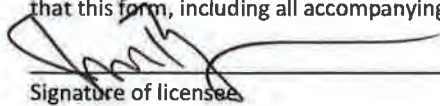
The following additional details must be included in Diagrams 3 and 4:

- Areas of ingress and egress
- Cross streets and points of reference

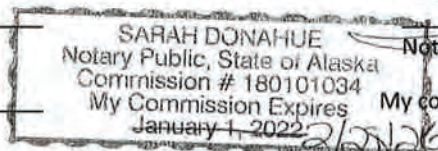
The following additional details must be included in Diagram 5:

- Areas of ingress and egress
- Entrances and exits
- Walls and partitions
- Cross streets and points of reference

I declare under penalty of unsworn falsification that I have attached all necessary diagrams that meet the above requirements, and that this form, including all accompanying schedules, statements, and depictions is true, correct, and complete.



Signature of licensee
Justin Benson
Printed name of licensee



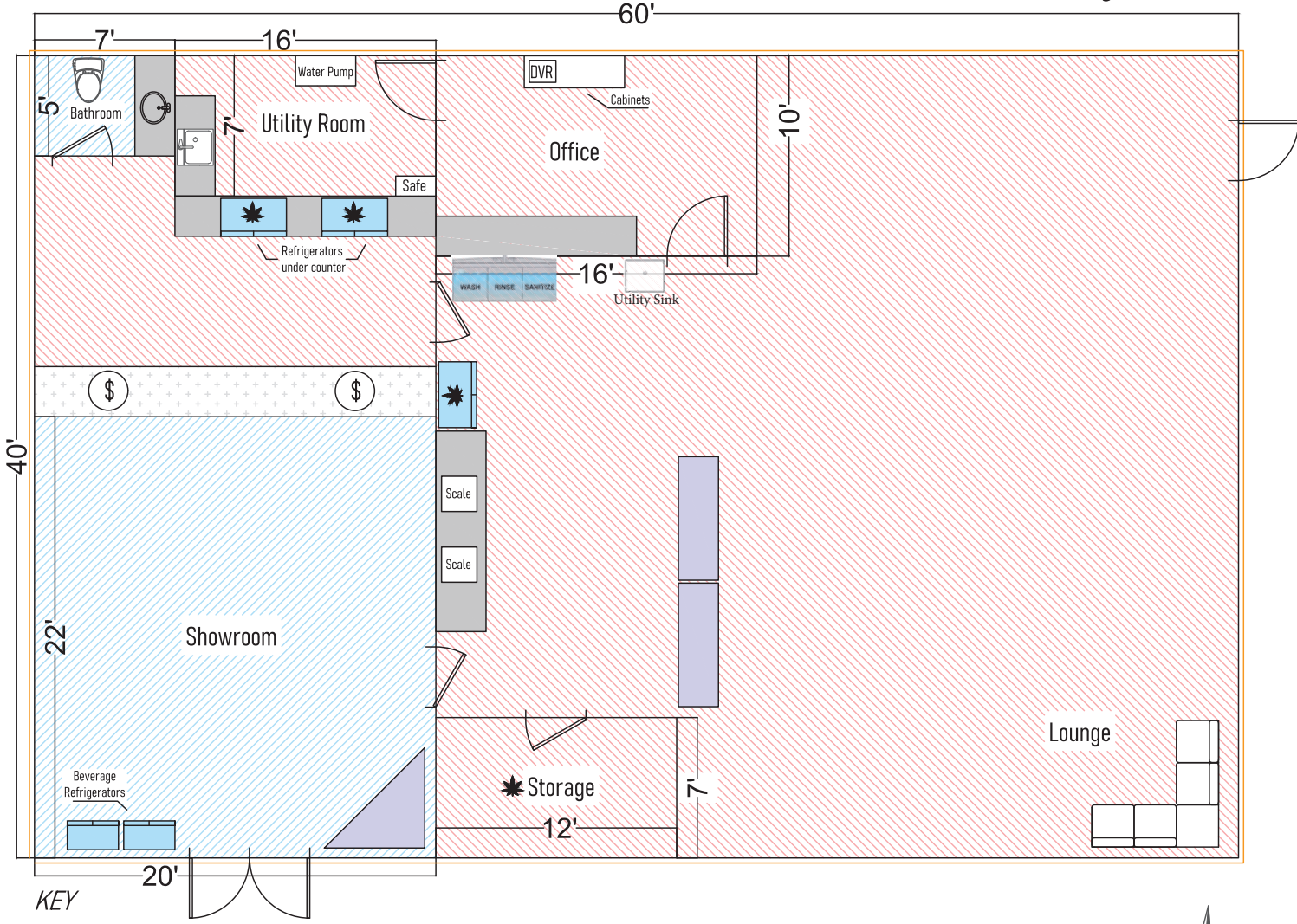

Notary Public in and for the State of Alaska

My commission expires: 2/17/26

Subscribed and sworn to before me this 6th day of July, 2022.

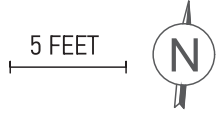
SHORELINE CANNABIS (LIC#32848)

MJ-02 Diagram 1, 2, 5a



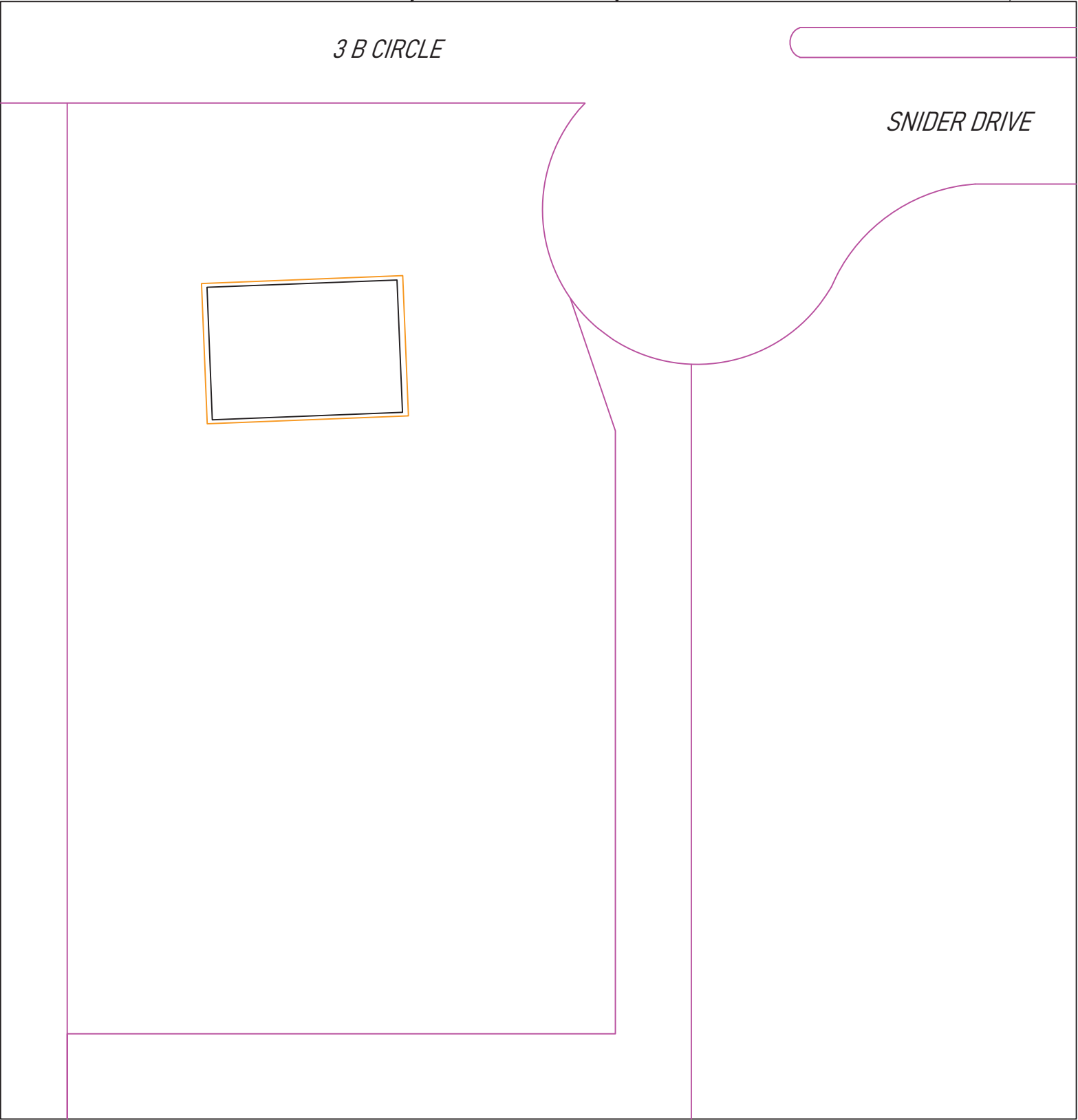
KEY

- RESTRICTED ACCESS AREA
- SHELVING
- GLASS DISPLAY CASE
- LICENSED, NOT RESTRICTED
- TABLE/COUNTER
- REFRIGERATOR
- LICENSED PREMISES/ RIGHT TO POSSESSION
- * USED FOR MJ STORAGE
- \$ POINT OF SALE





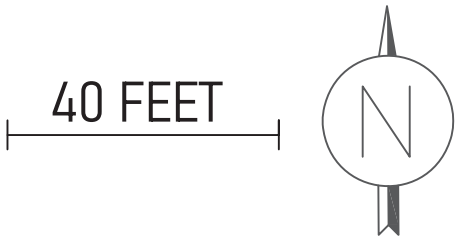
SHORELINE CANNABIS (LIC# 32848)

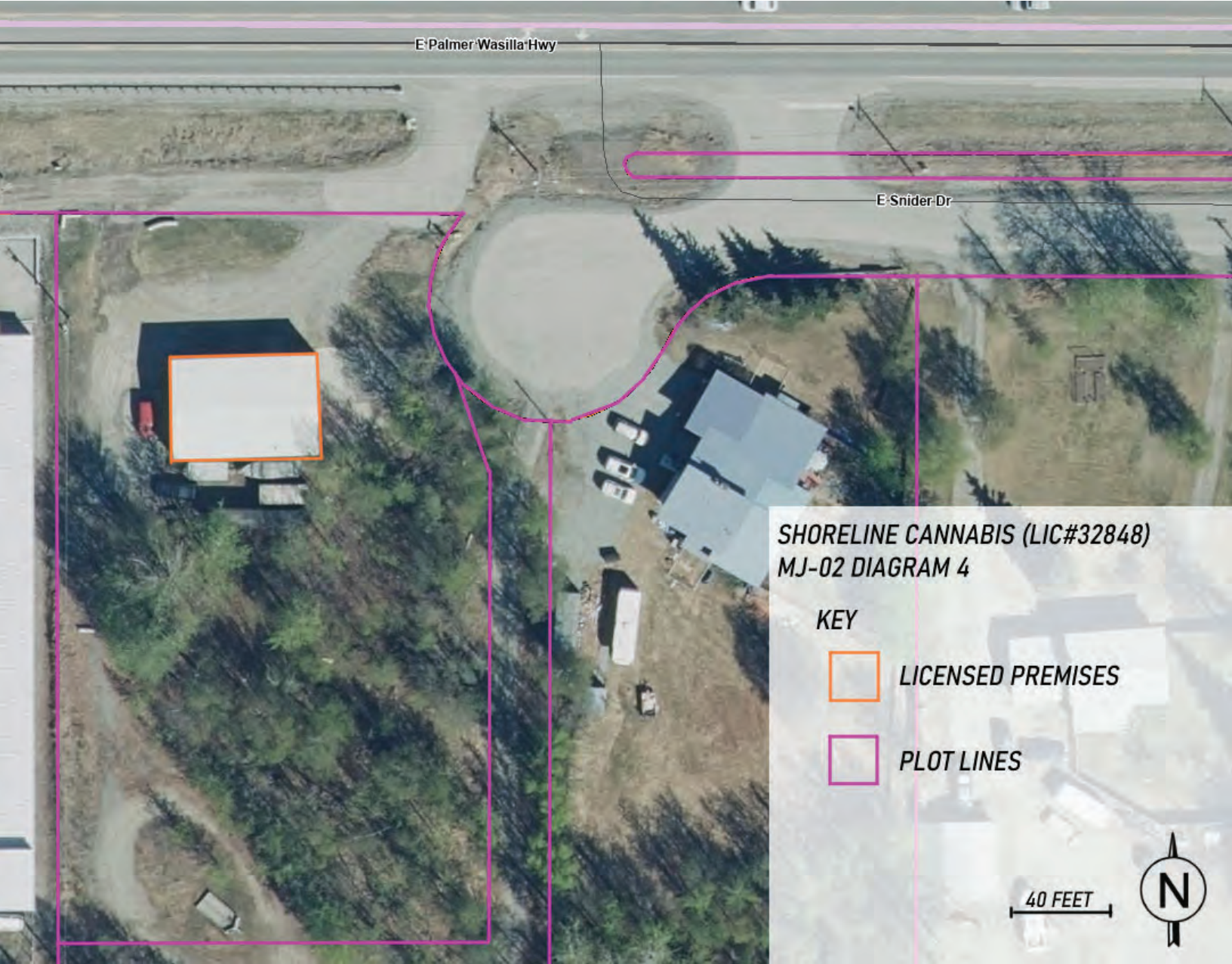
MJ-02 DIAGRAM 3, 5B



KEY

-  PLOT LINES
-  LICENSED PREMISES







E Palmer Wasilla Hwy

E Snider Dr

SHORELINE CANNABIS (LIC#32848)
MJ-02 DIAGRAM 4

KEY

-  **LICENSED PREMISES**
-  **PLOT LINES**

40 FEET





Alaska Marijuana Control Board Operating Plan Supplemental Form MJ-03: Retail Marijuana Store

What is this form?

This operating plan supplemental form is required for all applicants seeking a retail marijuana store license and must accompany **Form MJ-01: Marijuana Establishment Operating Plan**, per 3 AAC 306.020(b)(11). Applicants should review **Chapter 306: Article 3** of the **Alaska Administrative Code**. This form will be used to document how an applicant intends to meet the requirements of the statutes and regulations.

If your business has a formal operating plan, you may include a copy of that operating plan with your application, but all fields of this form must still be completed per 3 AAC 306.020 and 3 AAC 306.315(2).

What additional information is required for retail stores?

Applicants must identify how the proposed establishment will comply with applicable regulations regarding the following:

- Prohibitions
- Signage and advertising
- Displays and sales
- Exit packaging and labeling
- Security
- Waste disposal

This form must be completed and submitted to AMCO's main office before any new or transfer application for a retail marijuana store license will be considered complete.

Section 1 – Establishment Information

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

| | | | | | |
|--------------------|-------------------------------|---------------|--------|------|-------|
| Licensee: | Lake Landing Investments, LLC | MJ License #: | 32848 | | |
| License Type: | Retail Marijuana Store | | | | |
| Doing Business As: | Shoreline Cannabis | | | | |
| Premises Address: | 4200 E Snider Rd. | | | | |
| City: | Wasilla | State: | Alaska | ZIP: | 99654 |



Form MJ-03: Retail Marijuana Store Operating Plan Supplemental

Section 2 – Overview of Operations

2.1. Provide an overview of your proposed facility's operations. Include information regarding the intake and flow of marijuana and marijuana product at your premises, and a description of what a standard customer visit to your establishment would entail:

When an Incoming transfer of marijuana or marijuana product arrives at our facility, the transfer agent will be greeted and will have their marijuana handler permit checked by our staff before being granted access to our facility.

All transfers will occur in the secure portion of our facility.

All visitors , including other licensees and transfer agents, will be logged in our visitors log and will be issued a visitors pass to wear prior to being granted access to enter the secure portion of our facility.

Every Incoming transfer will be verified against the manifest; ensuring package tags are with product and match product, and that the quantities and weights manifested are accurate. Once weights, quantities, and package tags have been verified, the manifest will be signed and dated by the receiving manager on duty and the time of acceptance will be noted on the hard copy of the manifest and the transfer will be accepted in METRC. If any variance should exist between the manifested quantity and the actual quantity, every effort will be made to reach the licensee before accepting or rejecting any transfer.

See cont'd response, P. 6.

Section 3 – Prohibitions

Review the requirements under 3 AAC 306.310.

3.1. Describe how you will ensure that the retail marijuana store will not sell, give, distribute, or deliver marijuana or marijuana product to a person who is under the influence of an alcoholic beverage, inhalant, or controlled substance:

All staff members will be privately trained annually and prior to hire in preventing purchases by intoxicated persons under the influence of alcoholic beverages, inhalants, controlled substances as well as spice and other designer drugs. In addition, all employees will have completed the state required marijuana handlers course, passed the written examination in order to receive their current handler's permit (renewals as required).

See cont'd response P. 6.

3.2. I certify that the retail marijuana store will not:

Initials

- a. sell, give, distribute, deliver, or offer to sell, give, distribute, or deliver marijuana or marijuana product in a quantity exceeding the limit set out in 3 AAC 306.355;
- b. sell, give, distribute, deliver, or offer to sell, give, distribute, or deliver marijuana or marijuana product over the internet;
- c. offer or deliver to a consumer, as a marketing promotion or for any other reason, free marijuana or marijuana product, including a sample;
- d. offer or deliver to a consumer, as a marketing promotion or for any other reason, alcoholic beverages, free or for compensation; or
- e. allow a person to consume marijuana or a marijuana product on the licensed premises.

JB
JB
JB
JB
JB

Answer "Yes" or "No" to the following question:

Yes No

3.3. Do you plan to request future approval of the Marijuana Control Board to permit consumption of marijuana or marijuana product in a designated area on the proposed premises?



Form MJ-03: Retail Marijuana Store Operating Plan Supplemental

Section 4 – Signage and Advertising

Review the requirements under 3 AAC 306.360 and 3 AAC 306.365. All licensed retail marijuana stores must meet minimum standards for signage and advertising.

You must be able to certify each statement below. Read the following and then sign your initials in the corresponding box: Initials

4.1. I understand and agree to follow the limitations regarding the number, placement, and size of signs on my proposed establishment, set forth in 3 AAC 306.360(a).

JB

4.2. The retail marijuana store will not use giveaway coupons as promotional materials, or conduct promotional activities such as games or competitions to encourage the sale of marijuana or marijuana products.

JB

4.3. All advertising for marijuana or marijuana product will contain the warnings required under 3 AAC 306.360(e).

JB

4.4. I understand and agree to post, in a conspicuous location visible to customers, the notification signs required under 3 AAC 306.365.

JB

4.5. I certify that no advertisement for marijuana or marijuana product will contain any statement or illustration that:

a. is false or misleading;

JB

b. promotes excessive consumption;

JB

c. represents that the use of marijuana has curative or therapeutic effects;

JB

d. depicts a person under the age of 21 consuming marijuana; or

JB

e. includes an object or character, including a toy, a cartoon character, or any other depiction designed to appeal to a child or other person under the age of 21, that promotes consumption of marijuana.

JB

4.6. I certify that no advertisement for marijuana or marijuana product will be placed:

a. within 1,000 feet of the perimeter of any child-centered facility, including a school, childcare facility, or other facility providing services to children, a playground or recreation center, a public park, a library, or a game arcade that is open to persons under the age of 21;

JB

b. on or in a public transit vehicle or public transit shelter;

JB

c. on or in a publicly owned or operated property;

JB

d. within 1,000 feet of a substance abuse or treatment facility; or

JB

e. on a campus for postsecondary education.

JB

Section 5 – Displays and Sales

5.1. Describe how marijuana and marijuana products at the retail marijuana store will be displayed and sold:

Products at our facility will be displayed; (1) hanging on a wall located behind our counter space in a restricted access area and (2) in secured glass cases, which only authorized personnel can access. Customers will not have free access to such display cases. No product is to be touched by anyone other than our employees prior to sale. Customers will consult our staff on which products they intend to purchase. All purchases will be made at our designated Point of Sale (POS) system. Once payment has been issued, the customer will be provided with their packaged products and may exit the building. All products within that purchase will have labeling provided by either the originating licensed cultivation company or SupHerb. The label will include the logo, store name, license number, THC levels (levels provided by a licensed Marijuana Testing Facility), and all warning statements required under 3 AAC 306.345.



Form MJ-03: Retail Marijuana Store Operating Plan Supplemental

Section 6 - Exit Packaging and Labeling

Review the requirements under 3 AAC 306.345.

6.1. Describe how the retail marijuana store will ensure that marijuana and marijuana products sold on its licensed premises will meet the packaging and labeling requirements set forth in 3 AAC 306.345(a):

Products will be packaged in opaque, resealable, child-resistant packaging as described in 3 AAC 306.345 (a). Any and all products to be sold will comply with; 3 AAC 306.470, 3 AAC 306.475, 3 AAC 306.565, 3 AAC 306.570 and 3 AAC 306.345(b).

Upon receipt of any marijuana from a license cultivation facility, staff will be required to inspect such packaging to verify the labeling requirements described in 3 AAC 306.475(a) and 3 AAC 306.570(c). Staff will also make sure to review the labeling information to verify that packaging and potency conforms to regulations set forth in 3 AAC 306.560.

The facility will utilize weight measuring scales in compliance to 3 AAC 306.745 to verify weights of product. Packaging to be resold from a cultivation facility without additional handling from our facility will not be in excess of one ounce in weight and will contain our company logo and license number. Wholesale purchases will be verified to not be in excess of five pounds of product for repackaging.

6.2. Provide a sample label that the retail marijuana store will use to meet the labeling requirements set forth in 3 AAC 306.345(b):

RESPONSE TO QUESTION 6.2: SAMPLE LABEL

SAMPLE LABEL #1

- (1) "Marijuana has intoxicating effects and may be habit forming and addictive."
- (2) "Marijuana impairs concentration, coordination, and judgment. Do not operate a vehicle or machinery under its influence."
- (3) "There are health risks associated with consumption of marijuana."
- (4) "For use only by adults twenty-one and older. Keep out of the reach of children."
- (5) "Marijuana should not be used by women who are pregnant or breast feeding."

Retailer: Shoreline Cannabis
Retailer License No. 32848

OG KUSH BUD 1.0 Grams
Harvest Batch No. 1A34fgh123

BARCODE: ■■■■■■■■■■
Cultivator: SOME GROWER, LLC.
Cultivator License No. 12345

Net. Wt: 1.0 GR (0.03527396 OZ)
TEST: THCA: 18.48%, THC 16.6%, CBD: .06%



Form MJ-03: Retail Marijuana Store Operating Plan Supplemental

Section 7 - Security

Review the requirements under 3 AAC 306.350 and 3 AAC 306.720.

7.1. Describe the retail marijuana store's procedures for ensuring a form of valid photographic identification has been produced before selling marijuana or marijuana product to a person, as required by 3 AAC 306.350(a):

All employees will be trained in the recognition of valid and acceptable identification per SOA regulations governing acceptable forms of identification. See 3 AAC 306.350(a)&(b). Employees will take the following steps to ensure valid identification has been produced prior to any entry into the retail store as follows: Make certain ID has not expired and person is over 21 years of age; request ID be removed from wallet or purse or anything with a cover over it; take physical control of the ID; check the date of birth; ensure ID has not been tampered with; look for any material changes to ID. See continued response.

You must be able to certify the statement below. Read the following and then sign your initials in the box to the right:

Initials

7.2. The video surveillance and camera recording system for the licensed premises covers each point-of-sale area.

JB

Section 8 - Waste Disposal

Review the requirements under 3 AAC 306.740.

8.1. Describe how you will store, manage, and dispose of any marijuana waste, including expired marijuana or marijuana products, in compliance with any applicable laws. Include details about the material(s) you will mix with ground marijuana waste and the processes that you will use to make the marijuana waste unusable for any purpose for which it was grown or produced:

Prior to deeming marijuana as waste, we will notify the AMCO 3 days in advance in writing. Once the MCB has been notified, product awaiting disposal will be separated and stored in our secure waste storage area. Our secure waste storage is secured and monitored in compliance to 3 AAC 306. 715 and 3 AAC 306. 720, utilizing commercial steel-doors with key code/fingerprint locking mechanisms and high definition surveillance cameras. Upon approval, any marijuana waste, including expired marijuana products will be ground and mixed with organic material consisting of household waste, paper, food, coffee grounds, leaves, grass clippings etc. to produce a final waste product that is no more than 50% marijuana product. Once marijuana product is reconciled to be unusable for any and all intended purposes, we will transfer the waste to our on-site secured dumpster to await final disposal. Upon final disposal, we will record the final destination of said waste, in accordance with 3 AAC 306.740(c)(2), and store these records in our secure office in compliance with 3 AAC 306.755.

You must be able to certify the statement below. Read the following and then sign your initials in the box to the right:

Initials

8.2. The retail marijuana store shall give the board at least three days written notice required under 3 AAC 306.740(c) before making marijuana waste unusable and disposing of it.

JB

I declare under penalty of unsworn falsification that this form, including all accompanying schedules and statements, is true, correct, and complete.

Signature of licensee

Justin Benson

Printed name of licensee

SARAH DONAHUE
Notary Public, State of Alaska
Commission # 180101034
My Commission Expires
January 1, 2022

Notary Public in and for the State of Alaska

My commission expires: 2/28/26

Subscribed and sworn to before me this 9th day of July, 2022.



Form MJ-03: Retail Marijuana Store Operating Plan Supplemental

(Additional Space as Needed):

2.1 Response Cont'd:

Incoming marijuana or marijuana products received in bulk will be repackaged physically and within METRC, and will accordingly be labeled before imported into our POS system and becoming available for sale. Each time a bulk package is opened or repackaged, weights will be taken at the beginning and end of the process. Internal logs will be kept and variance due to moisture loss will be kept In Internal logs; adjusted, noted, and accounted for in METRC. Any waste will be noted in waste logs as well, and reported to AMCO via email three days before destroying and disposing of the waste material. Unpackaged quantities of bulk marijuana and/or marijuana product will remain locked in secure storage, consistent with our operating plan. METRC package tags will remain physically attached to the vessel containing bulk marijuana associated with each tag. Incoming marijuana or marijuana product which has been prepackaged prior to it's arrival at our facility will have the labeling double checked for compliance before being made available for retail sale. Product will then be added to inventory within the point of sale system, and may have additional, POS specific, labeling/sku added. Upon entering the establishment, a customer will immediately be asked to present ID. Once their ID has been checked they will select product from a menu, be given an opportunity to view or sniff the product before purchasing. Products will be placed in AMCO compliant exit packaging before leaving our facility. All sales will be entered though our point of sale system, and will be reported through METRC, daily.

Each drawer will be closed at the end of each shift and the proceeds from each shift and day will be verified against accountability reports generated by our POS. At the end of each day, the day will be closed out within our POS. Within 24 hours of the closure of a business day, our sales data will be uploaded to METRC. Routine internal audits will be conducted- verifying accuracy between METRC, our POS, and product on hand. Inventory of prepackaged products will occur each night at the close of the shift and/or each morning before opening on internal forms, i.e. shift reports. Retail operations are anticipated to begin at 10am until as late as 12:00 a.m., 7 days a week.

3.1 Cont'd: Employees will look for signs of Impairment to include but not limited to:

- watery eyes ,
- slurred speech,
- blood shot or red eyes,
- glassy eyes which may have trouble staying open,
- their gait,
- coordination. This list is not exhaustive. If any of the above signs or any others are Identified, they will be asked to leave the premises and no sales will occur. This facility implements a zero tolerance for non-compliant behavior on our licensed premises. Our policy requires that all personnel be trained on how to identify a person who is under the Influence of an alcoholic beverage, inhalant, or controlled substance as set forth above. Any person(s) who are suspected of being in violation of 3 AAC306.310(a)(2) will be asked to vacate the premises and will be notified that non compliance will result in a trespassing charge In which local law enforcement will be notified.

7.1 Cont'd response:

A book/pamphlet of all legal ID's for all 50 states will also be used to include Canada should any questions arise surrounding its authenticity. If questions surround its authenticity, age verification etc. the person will not be admitted in to the facility and will be told to leave the premises Immediately.



Alaska Marijuana Control Board

Form MJ-07: Public Notice Posting Affidavit

What is this form?

A public notice posting affidavit is required for all marijuana establishment license applications, per 3 AAC 306.020(b)(10). As soon as practical after initiating a marijuana establishment license application, an applicant must give notice of the application to the public by posting a true copy of the application for ten (10) days at the location of the proposed licensed premises and one other conspicuous location in the area of the proposed premises, per 3 AAC 306.025(b)(1).

This form must be completed and submitted to AMCO's main office before any new or transfer license application will be considered complete.

Section 1 - Establishment Information

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

| | | | |
|--------------------|-------------------------------|-----------------|--------|
| Licensee: | Lake Landing Investments, LLC | License Number: | 32848 |
| License Type: | RETAIL MARIJUANA STORE | | |
| Doing Business As: | Shoreline Cannabis | | |
| Premises Address: | 4200 E Snider Rd. | | |
| City: | Wasilla | State: | Alaska |
| | | ZIP: | 99654 |

Section 2 - Certification

I certify that I have met the public notice requirement set forth under 3 AAC 306.025(b)(1) by posting a copy of my application for the following 10-day period at the location of the proposed licensed premises and at the following conspicuous location in the area of the proposed premises:

Start Date: April 13, 2022 End Date: May 4, 2022

Other conspicuous location: 3 Bears Bulletin Board @ 4 Corners: 8151 Palmer-Wasilla Hwy. Palmer, Ak 99645

I declare under penalty of unsworn falsification that this form, including all accompanying schedules and statements, is true, correct, and complete.

Signature of licensee

Justin Benson

Printed name of licensee

SARAH DONAHUE
 Notary Public, State of Alaska
 Commission # 180101034
 My Commission Expires
 January 1, 2022

Notary Public in and for the State of Alaska

My commission expires: 2/28/26

Subscribed and sworn to before me this 6th day of July, 2022.



Alaska Marijuana Control Board

Form MJ-08: Local Government Notice Affidavit

What is this form?

A local government notice affidavit is required for all marijuana establishment license applications with a proposed premises that is located within a local government, per 3 AAC 306.025(b)(3). As soon as practical after initiating a marijuana establishment license application, an applicant must give notice of the application to the public by submitting a copy of the application to each local government and any community council in the area of the proposed licensed premises. For an establishment located inside the boundaries of city that is within a borough, both the city and the borough must be notified.

This form must be completed and submitted to AMCO's main office before any new or transfer license application will be considered complete.

Section 1 - Establishment Information

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

| | | | | | |
|--------------------|-------------------------------|-----------------|--------|------|-------|
| Licensee: | Lake Landing Investments, LLC | License Number: | 32848 | | |
| License Type: | RETAIL MARIJUANA STORE | | | | |
| Doing Business As: | Shoreline Cannabis | | | | |
| Premises Address: | 4200 E Snider Rd. | | | | |
| City: | Wasilla | State: | Alaska | ZIP: | 99654 |

Section 2 - Certification

I certify that I have met the local government notice requirement set forth under 3 AAC 306.025(b)(3) by submitting a copy of my application to the following local government (LG) official(s) and community council (if applicable):

Local Government(s): Mat-Su Borough Date Submitted: 7/13/2021

Name/Title of LG Official 1: Lonnie R. McKechnie CMC, Borough Clerk Name/Title of LG Official 2: Alex Strawn, Planning & Land Use Director

Community Council: South Lakes Community Council Date Submitted: (inactive)
(Municipality of Anchorage and Matanuska-Susitna Borough only)

I declare under penalty of unsworn falsification that this form, including all accompanying schedules and statements, is true, correct, and complete.

Signature of licensee
Justin Benson
Printed name of licensee



Notary Public in and for the State of Alaska
My commission expires: 2/28/2026

Subscribed and sworn to before me this 15th day of July, 2022.



Alaska Marijuana Control Board

Form MJ-09: Statement of Financial Interest

What is this form?

A statement of financial interest completed by each proposed licensee (as defined in 3 AAC 306.020(b)(2)) is required for all marijuana establishment license applications, per 3 AAC 306.020(b)(4). A person other than a licensee may not have direct or indirect financial interest (as defined in 3 AAC 306.015(e)(1)) in the business for which a marijuana establishment license is issued, per 3 AAC 306.015(a).

This form must be completed and submitted to AMCO's main office by each proposed licensee before any license application will be considered complete.

Section 1 – Establishment Information

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

| | | | |
|---------------------------|-------------------------------|------------------------|-------|
| Licensee: | Lake Landing Investments, LLC | License Number: | 32848 |
| License Type: | RETAIL MARIJUANA STORE | | |
| Doing Business As: | Shoreline Cannabis | | |
| Premises Address: | 4200 E Snider Rd. | | |
| City: | WASILLA | State: | AK |
| | | ZIP: | 99654 |

Section 2 – Individual Information

Enter information for the individual licensee.

| | | | |
|---------------|----------------|-----------------------|------------|
| Name: | Athena Rotzler | | |
| Title: | member/manager | | |
| SSN: | ██████████ | Date of Birth: | ██████████ |



Alaska Marijuana Control Board

Form MJ-09: Statement of Financial Interest

Section 3 – Certifications

I certify that no person other than a proposed licensee listed on my marijuana establishment license application has a direct or indirect financial interest, as defined in 3 AAC 306.015(e)(1), in the business for which a marijuana establishment license is being applied for.

I further certify that any ownership change shall be reported to the board as required under 3 AAC 306.040.

I understand that my fingerprints will be used to check the criminal history records of the Federal Bureau of Investigation (FBI), and that I have the opportunity to complete or challenge the accuracy of the information contained in the FBI identification record. The procedures for obtaining a change, correction, or updating an FBI identification record are set forth in Title 28, CFR, 16.34.

I declare under penalty of unsworn falsification that this form, including all accompanying schedules and statements, is true, correct, and complete.

DocuSigned by:

35D62DEA202F4CZ

Signature of licensee

Athena Rotzler

Printed name of licensee

SARAH DONAHUE
Notary Public, State of Alaska
Commission # 18010103
My Commission Expires
2/28/26

My commission expires: 2/28/26

Subscribed and sworn to before me this 6th day of July, 2022



Alaska Marijuana Control Board

Form MJ-09: Statement of Financial Interest

What is this form?

A statement of financial interest completed by each proposed licensee (as defined in 3 AAC 306.020(b)(2)) is required for all marijuana establishment license applications, per 3 AAC 306.020(b)(4). A person other than a licensee may not have direct or indirect financial interest (as defined in 3 AAC 306.015(e)(1)) in the business for which a marijuana establishment license is issued, per 3 AAC 306.015(a).

This form must be completed and submitted to AMCO's main office by each proposed licensee before any license application will be considered complete.

Section 1 – Establishment Information

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

| | | | | | |
|--------------------|-------------------------------|-----------------|-------|------|-------|
| Licensee: | Lake Landing Investments, LLC | License Number: | 32848 | | |
| License Type: | RETAIL MARIJUANA STORE | | | | |
| Doing Business As: | Shoreline Cannabis | | | | |
| Premises Address: | 4200 E Snider Rd. | | | | |
| City: | WASILLA | State: | AK | ZIP: | 99654 |

Section 2 – Individual Information

Enter information for the individual licensee.

| | | | | | |
|--------|----------------|----------------|------------|--|--|
| Name: | Justin Benson | | | | |
| Title: | member/manager | | | | |
| SSN: | ██████████ | Date of Birth: | ██████████ | | |



Alaska Marijuana Control Board

Form MJ-09: Statement of Financial Interest

Section 3 - Certifications

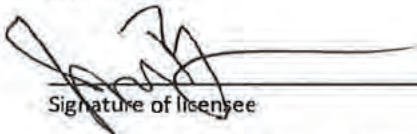
I certify that no person other than a proposed licensee listed on my marijuana establishment license application has a direct or indirect financial interest, as defined in 3 AAC 306.015(e)(1), in the business for which a marijuana establishment license is being applied for.

I further certify that any ownership change shall be reported to the board as required under 3 AAC 306.040.

I understand that my fingerprints will be used to check the criminal history records of the Federal Bureau of Investigation (FBI), and that I have the opportunity to complete or challenge the accuracy of the information contained in the FBI identification record.

The procedures for obtaining a change, correction, or updating an FBI identification record are set forth in Title 28, CFR, 16.34.


I declare under penalty of unsworn falsification that this form, including all accompanying schedules and statements, is true, correct, and complete.



Signature of licensee

Justin Benson

Printed name of licensee



SARAH DONAHUE Notary Public in and for the State of Alaska
Notary Public, State of Alaska
Commission # 180101034
My Commission Expires ~~January 1, 2022~~ My commission expires: 2/28/26

Subscribed and sworn to before me this 6th day of July, 2022.

ALASKA STATUTES
FRONTIERSMAN
AFFIDAVIT OF PUBLICATION

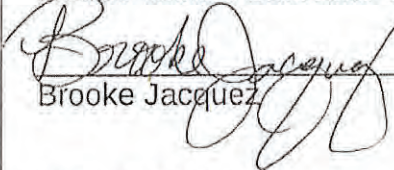
See Proof on Next Page

5751 E. MAYFLOWER CT.
Wasilla, AK 99654
(907) 352-2250 ph
(907) 352-2277 fax

UNITED STATES OF AMERICA, STATE OF ALASKA, THIRD DIVISION BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC, THIS DAY PERSONALLY APPEARED BEFORE Brooke Jacquez WHO, BEING FIRST DULY SWORN, ACCORDING TO LAW, SAYS THAT SHE IS THE LEGAL AD CLERK OF THE PUBLISHED AT WASILLA AND CIRCULATED THROUGH OUT MATANUSKA SUSITNA BOROUGH, IN SAID DIVISION THREE AND STATE OF ALASKA AND THAT THE ADVERTISEMENT, OF WHICH THE ANNEXED IS A TRUE COPY, AND THAT THE RATE CHARGED THEREIN IS NOT IN EXCESS OF THE RATE CHARGED PRIVATE INDIVIDUALS, WAS PUBLISHED ON THE FOLLOWING DAYS:

PUBLICATION DATES:
15 Apr 2022, 22 Apr 2022, 29 Apr 2022

Notice Name: Shoreline Cannabis



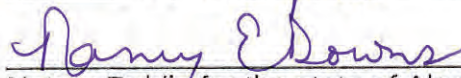
Brooke Jacquez

VERIFICATION

STATE OF ALASKA
MATANUSKA-SUSITNA BOROUGH

Signed or attested before me on this

29th day of April, A.D. 2022.



Notary Public for the state of Alaska
Justin Benson

NANCY E. DOWNS
Notary Public
State of Alaska
My Commission Expires
August 25, 2023

Lake Landing Investments, LLC is applying under 3 AAC 306.300 for a new Retail Marijuana Store License, License #32848, doing business as Shoreline Cannabis, located at 4200 E Snider Rd. Wasilla, AK, 99654, United States.

Interested persons may object to the application by submitting a written statement of reasons for the objection to their local government, the applicant, and the ALCOHOL & MARIJUANA CONTROL OFFICE (AMCO) not later than 30 days after the director has determined the application to be complete and has given written notice to the local government. Once an application is determined to be complete, the objection deadline and application information will be posted on AMCO's website at <https://www.commerce.alaska.gov/web/amco>. Objections should be sent to AMCO at marijuana.licensing@alaska.gov or to 550 W 7th Ave. Suite 1600, Anchorage, AK 99501.

Frontiersman

Publish Dates: 4/15/22, 4/22/22, 4/29/22

CORRESPONDENCE

From: [Brenda Butler](#)
To: [Rick Benedict](#)
Cc: [Justin Benson](#); [Jana Weltzin](#)
Subject: Re: FW: DOT&PF CUP Comment Letter - Smoke Out Point, Shoreline Cannabis
Date: Wednesday, May 29, 2024 3:09:46 PM
Attachments: [Shoreline Cannabis_2024-05-28.pdf](#)
[Engineer Letter.pdf](#)
[Site Plan - ALTERNATE Snider Dr Access.pdf](#)

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

Good Afternoon Rick,

Please find the attached Engineer letter, Site plan and Alternate Snider Dr access site plan for Shoreline Cannabis.

Let us know if there is anything else you need.

Thank you!

On Mon, May 13, 2024 at 2:45 PM Rick Benedict <Rick.Benedict@matsugov.us> wrote:

Good afternoon,

Please see comments received from ADOT because of public notice for Shoreline Cannabis's CUP application.

Respectfully,

Rick Benedict – Current Planner

Development Services Division

Matanuska-Susitna Borough

(907)861-8527 direct

From: Huling, Kristina N (DOT) <kristina.huling@alaska.gov>

Sent: Monday, May 13, 2024 1:02 PM

To: Rick Benedict <Rick.Benedict@matsugov.us>

Cc: Baski, Sean M (DOT) <sean.baski@alaska.gov>; Beckwith, Morris R (DOT) <morris.beckwith@alaska.gov>; Bosin, Anna D (DOT) <anna.bosin@alaska.gov>; Brad Sworts <Brad.Sworts@matsugov.us>; Rearden, Devki (DOT) <devki.rearden@alaska.gov>; Walsh, Matthew H (DOT) <matthew.walsh@alaska.gov>

Subject: DOT&PF CUP Comment Letter - Smoke Out Point, Shoreline Cannabis

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

Hello Rick,

Attached are DOT&PF agency comments for the Smoke Out Point and Shoreline Cannabis Conditional Use Permits.

Thank you,

Kristina Huling

Mat-Su Area Planner | 907.269.0509

Alaska DOT&PF, Anchorage; Planning

--

**** 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

From: [Jana Weltzin](#)
To: [Rick Benedict](#)
Cc: [Justin Benson](#); [Brenda Butler](#)
Subject: Re: Shoreline Cannabis CUP - Public Hearing & Public Notice
Date: Thursday, May 16, 2024 9:49:08 AM

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

Hi Rick - sounds great - Justin is working on revised site plan with his engineer and we should have something for you soon! Justin - pls send to Rick and us as soon as you get it done. thanks!

Jana D. Weltzin, Esq.

JDW, LLC

Principal Owner

901 Photo Avenue

Anchorage, Alaska 99503

jana@jdwcounsel.com

907-231-3750 Office Line

630-913-1113 Cell

*Licensed in Alaska and Arizona

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 and delete or destroy any copy of this message.



On Thu, May 16, 2024 at 8:45 AM Rick Benedict <Rick.Benedict@matsugov.us> wrote:

Hello Jana,

The packet is expected to be finalized and ready for distribution on Monday, June 10.

Is there any follow-up on the comments the Borough's PD&E department provided concerning drainage on the property resulting from the new driveway? If we cannot resolve

this by the hearing date, a condition of approval will be recommended to the PC that the recommended action be completed before the operation opens for business.

Thank you,

Rick Benedict – Current Planner

Development Services Division

Matanuska-Susitna Borough

(907)861-8527 direct

From: Jana Weltzin <jana@jdwcounsel.com>

Sent: Wednesday, May 15, 2024 3:57 PM

To: Rick Benedict <Rick.Benedict@matsugov.us>

Cc: Justin Benson <justin.benson121@yahoo.com>; Brenda Butler <brenda@jdwcounsel.com>

Subject: Re: Shoreline Cannabis CUP - Public Hearing & Public Notice

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

Thanks Rick - we will get payment submitted to you - question, when do you think the staff report will be available for review? thx!

Jana D. Weltzin, Esq.

JDW, LLC

Principal Owner

901 Photo Avenue

Anchorage, Alaska 99503

jana@jdwcounsel.com

907-231-3750 Office Line

630-913-1113 Cell

*Licensed in Alaska and Arizona

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On Wed, May 15, 2024 at 2:39 PM Rick Benedict <Rick.Benedict@matsugov.us> wrote:

Good afternoon,

The conditional use permit application for Shoreline Cannabis has been distributed for comments. In accordance with the requirements of MSB 17.03 – Public Notification, the applicant shall pay the cost of mailings or advertisements required by the ordinance specific to that action. The Matanuska-Susitna Borough must receive payment **before** the public hearing. Please be advised of the following charges:

| | |
|--------------|--------------|
| Advertising: | \$90.00 |
| Mailing: | <u>11.10</u> |
| TOTAL DUE: | \$101.10 |

The advertisement was published in the May 1, 2024, edition of the Frontiersman. In addition, notifications were mailed to all properties within 600 feet of the subject property and Midway Estates Subdivision.

The public hearing with the Planning Commission is scheduled for **June 17, 2024**. Public hearings begin at **6:00 p.m.** and are held in the public meeting hall located on the first floor of the Mat-Su Borough building. Attending or being represented at that meeting would be in your best interest.

Please contact me should you have any questions or require additional information.

Respectfully,

Rick Benedict – Current Planner

Development Services Division

Matanuska-Susitna Borough

(907)861-8527 direct

From: [Brenda Butler](#)
To: [Rick Benedict](#)
Cc: [Justin Benson](#); [Jana Weltzin](#); [Randi Baker](#)
Subject: Re: Shoreline Cannabis Conditional Use Permit Application
Date: Tuesday, April 9, 2024 11:10:20 AM

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

Hi Rick,

This is wonderful news. The same proposed retail hours are acceptable if the PC takes issue, we have no problem ensuring that the residents are not negatively affected by the retail store.

Thank you and have a wonderful day!

On Tue, Apr 9, 2024 at 10:53 AM Rick Benedict <Rick.Benedict@matsugov.us> wrote:

Hi Brenda,

This application has been deemed complete and scheduled for the June 17th PC public hearing.

Concerning a previous conversation we had on a separate marijuana retail, the PC may take issue with the proposed operational hours of 8 a.m. to midnight, Monday through Friday, due to the proximity of the use to residential uses immediately to the east and south.

The application suggested that operational hours are a moving target. Is your client open to considering operational hours from 10am until 10pm Sunday through Thursday, and 10am until Midnight Friday and Saturday?

Thank you,

Rick Benedict – Current Planner

Development Services Division

Matanuska-Susitna Borough

(907)861-8527 direct

From: Brenda Butler <brenda@jdwcounsel.com>
Sent: Wednesday, April 3, 2024 4:20 PM
To: Rick Benedict <Rick.Benedict@matsugov.us>
Cc: Justin Benson <justin.benson121@yahoo.com>; Jana Weltzin <jana@jdwcounsel.com>; Randi Baker <randi@jdwcounsel.com>

Subject: Re: Shoreline Cannabis Conditional Use Permit Application

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

Good Afternoon Rick,

Please find the attached updated narrative, site plans and DOT driveway permit to address the items in your 3.6.2024 RFAI.

Thank you and have a wonderful evening!

On Thu, Mar 7, 2024 at 11:29 AM Rick Benedict <Rick.Benedict@matsugov.us> wrote:

Hello Brenda,

Upon review of the application materials for Shoreline Cannabis, further information is required and/or needs amending. Please see the attached request for additional information.

Respectfully,

Rick Benedict – Current Planner

Development Services Division

Matanuska-Susitna Borough

(907)861-8527 direct

From: Brenda Butler <brenda@jdwcounsel.com>

Sent: Thursday, February 15, 2024 4:01 PM

To: Rick Benedict <Rick.Benedict@matsugov.us>; Peggy Horton <Peggy.Horton@matsugov.us>

Cc: Justin Benson <justin.benson121@yahoo.com>; Jana Weltzin <jana@jdwcounsel.com>; Randi Baker <randi@jdwcounsel.com>

Subject: Shoreline Cannabis Conditional Use Permit Application

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

Good Afternoon Rick and Peggy,

Please find the attached application and supporting documents for Retail Marijuana Store conditional use permit.

The \$1500.00 application fee will be paid via the MSB eCommerce site using the AMCO license number 32848 immediately after this submission.

Please confirm receipt of this email submission and all 9 of its attachments.

Thank you and have a wonderful evening.

--

***** 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

--

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Brenda Butler

JDW Counsel
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From: [Rick Benedict](#)
To: [Brenda Butler](#)
Cc: [Jana Weltzin](#); [Justin Benson](#)
Subject: FW: Request for Review and Comments: MSB 17.60 – Conditional Use for Marijuana Retail Facility
Date: Wednesday, May 1, 2024 3:34:00 PM

Good afternoon,

The MSB PD&E commented on this application concerning pavement improvements related to the new driveway from Snider Drive, stormwater run-off, and drainage concerns. Please consider their feedback in the chained email below and make the necessary changes to the application narrative and site plans to address these issues.

Should the updated application narrative and site plans not be received in time for PD&E follow-up review before the PC meeting, conditions of approval will be recommended. Those proposed conditions of approval will require designing and constructing a retention basin or similar drainage feature to retain the increased runoff on the subject property before beginning operations at the site.

Please let me know if you have any questions.

Thank you,

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

From: Daniel Dahms <Daniel.Dahms@matsugov.us>
Sent: Wednesday, May 1, 2024 11:25 AM
To: Rick Benedict <Rick.Benedict@matsugov.us>
Cc: Brad Sworts <Brad.Sworts@matsugov.us>; Jamie Taylor <Jamie.Taylor@matsugov.us>; Tammy Simmons <Tammy.Simmons@matsugov.us>
Subject: RE: Request for Review and Comments: MSB 17.60 – Conditional Use for Marijuana Retail Facility

Rick,

The applicant should update the site plan to show all of the proposed improvements including pavement. Since the construction has turn existing gravel surfaces into paved surfaces, the stormwater runoff generated from the site has increased. To account for this, a retention basin or similar drainage feature should be designed and constructed on the site to retain the increased runoff.

Daniel Dahms, PE
Department of Public Works

Pre-Design and Engineering Division

From: Daniel Dahms

Sent: Wednesday, May 1, 2024 11:21 AM

To: Rick Benedict <Rick.Benedict@matsugov.us>

Cc: Brad Sworts <Brad.Sworts@matsugov.us>; Jamie Taylor <Jamie.Taylor@matsugov.us>; Tammy Simmons <Tammy.Simmons@matsugov.us>

Subject: RE: Request for Review and Comments: MSB 17.60 – Conditional Use for Marijuana Retail Facility

Rick,

PD&E supports access from the facility onto Snider Drive as shown on driveway permit D2736.

Daniel Dahms, PE
Department of Public Works
Pre-Design and Engineering Division

From: Rick Benedict <Rick.Benedict@matsugov.us>

Sent: Thursday, April 25, 2024 10:06 AM

To: Rick Benedict <Rick.Benedict@matsugov.us>

Subject: Request for Review and Comments: MSB 17.60 – Conditional Use for Marijuana Retail Facility

APPLICANT: Justin Benson, on behalf of Shoreline Cannabis

LOCATION: 4200 E. Snider Drive, Wasilla, AK 99654; Tax ID# 5274B03L007A

An application for a Conditional Use Permit under MSB 17.60 – Conditional Uses for the Operation of a Marijuana Retail Facility. The Planning Commission will conduct a public hearing on this request on **Monday, June 17, 2024, at 6:00 p.m.**

Application materials may be viewed online at www.matsugov.us by clicking on ‘All Public Notices & Announcements’. A direct link to the application material is here:

[Matanuska-Susitna Borough - Public Hearing Notice for a Conditional Use Permit Application - Marijuana Retail Facility \(matsugov.us\)](#)

Comments are due on or before **Friday, May 31, 2024**, and will be included in the Planning Commission packet for the Commissioner’s review and information. Please be advised that comments received from the public after that date will not be included in the staff report to the Planning Commission. Thank you for your review.

Respectfully,

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

From: [Rick Benedict](#)
To: [Justin Benson](#)
Cc: [Jana Weltzin](#); [Brenda Butler](#)
Subject: FW: DOT&PF CUP Comment Letter - Smoke Out Point, Shoreline Cannabis
Date: Monday, May 13, 2024 2:45:00 PM
Attachments: [5-13-24 DOT&PF CUP Comment Letter - Smoke Out Point LLC, Shoreline Cannabis LLC.pdf](#)

Good afternoon,

Please see comments received from ADOT because of public notice for Shoreline Cannabis's CUP application.

Respectfully,

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

From: Huling, Kristina N (DOT) <kristina.huling@alaska.gov>
Sent: Monday, May 13, 2024 1:02 PM
To: Rick Benedict <Rick.Benedict@matsugov.us>
Cc: Baski, Sean M (DOT) <sean.baski@alaska.gov>; Beckwith, Morris R (DOT) <morris.beckwith@alaska.gov>; Bosin, Anna D (DOT) <anna.bosin@alaska.gov>; Brad Sworts <Brad.Sworts@matsugov.us>; Rearden, Devki (DOT) <devki.rearden@alaska.gov>; Walsh, Matthew H (DOT) <matthew.walsh@alaska.gov>
Subject: DOT&PF CUP Comment Letter - Smoke Out Point, Shoreline Cannabis

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

Hello Rick,

Attached are DOT&PF agency comments for the Smoke Out Point and Shoreline Cannabis Conditional Use Permits.

Thank you,

Kristina Huling

Mat-Su Area Planner | 907.269.0509
Alaska DOT&PF, Anchorage; Planning



THE STATE
of **ALASKA**
GOVERNOR MICHAEL J. DUNLEAVY

Department of Transportation and Public Facilities

Division of Project Delivery
Anchorage Field Office

4111 Aviation Avenue
P.O. Box 196900
Anchorage, AK 99519-6900
Main: 907-269-0520
Fax: 907-269-0521
dot.alaska.gov

May 13, 2024

Rick Benedict, Planner II
Development Services Division
Matanuska-Susitna Borough
350 East Dahlia Avenue
Palmer, AK 99645

[Sent Electronically]

Re: Conditional Use Permit Review

Dear Mr. Benedict:

The Alaska Department of Transportation and Public Facilities (DOT&PF) Central Region has reviewed the following conditional use permits and have the following comments:

- **CUP M10302 – Conditional Use Permit for Marijuana Related Facilities – MSB 17.60 – Lake Landing Investments, LLC DBA Shoreline Cannabis (Palmer-Wasilla Highway)**
 - Please ensure that driveway permit is current.
 - Future access from the Palmer-Wasilla Highway may be limited to right turns in and right turns out only.
 - Future access to property may be limited to Snider Drive only. Please consider this in your site plans.

- **CUP M10261 – Conditional Use Permit for Marijuana Related Facilities – MSB 17.60 – Smoke Out Point LLC, DBA Smoke Out Point (Glenn Highway)**
 - No direct access to the Glenn Highway will be permitted. All access must be through Max Drive.
 - All utilities must access through Max Drive, no utility connections through the Glenn Highway or Glenn Highway right of way.
 - Please ensure that well, fence, septic, and business sign, including any overhang from the sign, are outside of the Glenn Highway right of way.
 - Please be advised that this site is within the corridor of the [Glenn Highway MP 34-42 Reconstruction Project](#) which is in active construction. Further questions about the project can be directed to project manager Ericka Moore at ericka.moore@alaska.gov or (907) 269-0450.

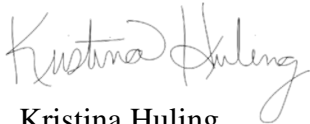
All properties accessing DOT&PF roads must apply to Right of Way for a driveway permit and/or approach road review, subject to provisions listed in 17 AAC 10.020. Any previously issued access permits become invalid once the property undergoes a platting action or change in use and must be reissued.

We recommend the petitioner verify all section line easements and DOT&PF road rights-of-way adjacent to their property. For assistance, the petitioner may contact the Engineering group within the Right of Way section in DOT&PF at (907) 269-0700. The petitioner is liable to remove any improvements within the easements and rights-of-way that impede the operation and maintenance of those facilities even if they are not shown on the plat, so it is in the petitioner's best interest to identify the exact locations and widths of any such easements or rights-of-way before they improve the property.

If any section line easements or road rights-of-way exist within the bounds of their plat, we recommend the petitioner dedicate them. If there is an existing right-of-way or easement, the petitioner is unable to develop that portion of the property yet continues to pay property taxes on it; dedicating will remove that cost to the petitioner.

If there are any questions regarding these comments please feel free to contact me at (907) 269-0509 or kristina.huling@alaska.gov.

Sincerely,



Kristina Huling
Mat-Su Area Planner, DOT&PF

cc: Sean Baski, Highway Design Chief, DOT&PF
Matt Walsh, Property Management Supervisor, Right of Way, DOT&PF
Devki Rearden, Engineering Associate, DOT&PF
Morris Beckwith, Right of Way, DOT&PF
Brad Sworts, Pre-Design & Engineering Div. Manager, MSB
Anna Bosin, Traffic & Safety Engineer, DOT&PF

From: [Rick Benedict](#)
To: "[Brenda Butler](#)"
Cc: [Justin Benson](#); [Jana Weltzin](#); [Randi Baker](#)
Subject: RE: Shoreline Cannabis Conditional Use Permit Application
Date: Thursday, March 7, 2024 11:29:00 AM
Attachments: [ADA Parking Regulations.pdf](#)
[RFAI 3-6-24.pdf](#)

Hello Brenda,

Upon review of the application materials for Shoreline Cannabis, further information is required and/or needs amending. Please see the attached request for additional information.

Respectfully,

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

From: Brenda Butler <brenda@jdwcounsel.com>
Sent: Thursday, February 15, 2024 4:01 PM
To: Rick Benedict <Rick.Benedict@matsugov.us>; Peggy Horton <Peggy.Horton@matsugov.us>
Cc: Justin Benson <justin.benson121@yahoo.com>; Jana Weltzin <jana@jdwcounsel.com>; Randi Baker <randi@jdwcounsel.com>
Subject: Shoreline Cannabis Conditional Use Permit Application

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

Good Afternoon Rick and Peggy,

Please find the attached application and supporting documents for Retail Marijuana Store conditional use permit.

The \$1500.00 application fee will be paid via the MSB eCommerce site using the AMCO license number 32848 immediately after this submission.

Please confirm receipt of this email submission and all 9 of its attachments.

Thank you and have a wonderful evening.

--

**** 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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MATANUSKA-SUSITNA BOROUGH

Planning and Land Use Department

Development Services Division

350 East Dahlia Avenue • Palmer, AK 99645

Phone (907) 861-7822

www.matsugov.us

March 7, 2024

Justin Benson
PO Box 141463
Anchorage, AK 99514

SUBJECT: Conditional Use Permit Application for Marijuana Retail Facility – Request for Required Information

LOCATION: 4200 E Snider Drive, Tax ID #5274B03L007A

Dear Mr. Benson,

Borough staff has reviewed the application material and the site plan(s) submitted on February 20, 2024, for a Conditional Use Permit to operate a Marijuana Retail Facility under MSB 17.60 on the above-referenced property. It has been determined that the following information needs to be provided and/or clarified to process this request:

1. Site Plan: The site plan is insufficient. Please review page two of the application, which shows all the requirements for a site plan (i.e. to-scale, distance to property lines, existing/proposed structures, etc.).
 - a. *The distances from all sides of the retail facility to the nearest position of all current lot lines. Per MSB 17.60.160, front, side, and rear setback distances must be met, and the distances identified on the site plan. Setback distances were noted to the side lot lines. However, the front and rear setback distances were not.*
 - b. *Drainage plan – identify the drainage patterns of the subject parcel on the provided site plans. Arrows pointing toward water drainage are one acceptable means to identify drainage patterns.*
 - c. *Update the site plan to satisfy ADA parking requirements regarding van-accessible spaces and signage.*
2. Provide a narrative to describe the distance in feet to the nearest school grounds according to MSB 17.60.150(B)(1) and (C).
3. Update the application narrative and site plan to identify how the proposed use will meet ADA parking space requirements according to MSB 17.603170(C). See the provided ADA informational guide concerning van-accessible parking and signage requirements.

4. Provide a state-issued driveway permit to access the East Palmer-Wasilla Highway right-of-way, as the submitted site plans depicted.
5. Provide a narrative describing the proposed retail facility's construction materials and colors.

Once an application has been completed, staff will begin the public notice process. Should you have any questions or require additional information, please contact me at the above mailing address, phone: (907) 861-8527, or email: rick.benedict@matsugov.us. Thank you for your time and consideration on this matter.

Respectfully,

Rick Benedict

Current Planner
Matanuska-Susitna Borough

Cc:
Attorney Jana Weltzin, via email

Agency Comments

From: [Huling, Kristina N \(DOT\)](#)
To: [Rick Benedict](#)
Cc: [Baski, Sean M \(DOT\)](#); [Beckwith, Morris R \(DOT\)](#); [Bosin, Anna D \(DOT\)](#); [Brad Sworts](#); [Rearden, Devki \(DOT\)](#); [Walsh, Matthew H \(DOT\)](#)
Subject: DOT&PF CUP Comment Letter - Smoke Out Point, Shoreline Cannabis
Date: Monday, May 13, 2024 1:03:53 PM
Attachments: [5-13-24 DOT&PF CUP Comment Letter - Smoke Out Point LLC, Shoreline Cannabis LLC.pdf](#)

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

Hello Rick,

Attached are DOT&PF agency comments for the Smoke Out Point and Shoreline Cannabis Conditional Use Permits.

Thank you,

Kristina Huling

Mat-Su Area Planner | 907.269.0509
Alaska DOT&PF, Anchorage; Planning



THE STATE
of **ALASKA**
GOVERNOR MICHAEL J. DUNLEAVY

Department of Transportation and Public Facilities

Division of Project Delivery
Anchorage Field Office

4111 Aviation Avenue
P.O. Box 196900
Anchorage, AK 99519-6900
Main: 907-269-0520
Fax: 907-269-0521
dot.alaska.gov

May 13, 2024

Rick Benedict, Planner II
Development Services Division
Matanuska-Susitna Borough
350 East Dahlia Avenue
Palmer, AK 99645

[Sent Electronically]

Re: Conditional Use Permit Review

Dear Mr. Benedict:

The Alaska Department of Transportation and Public Facilities (DOT&PF) Central Region has reviewed the following conditional use permits and have the following comments:

- **CUP M10302 – Conditional Use Permit for Marijuana Related Facilities – MSB 17.60 – Lake Landing Investments, LLC DBA Shoreline Cannabis (Palmer-Wasilla Highway)**
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 - No direct access to the Glenn Highway will be permitted. All access must be through Max Drive.
 - All utilities must access through Max Drive, no utility connections through the Glenn Highway or Glenn Highway right of way.
 - Please ensure that well, fence, septic, and business sign, including any overhang from the sign, are outside of the Glenn Highway right of way.
 - Please be advised that this site is within the corridor of the [Glenn Highway MP 34-42 Reconstruction Project](#) which is in active construction. Further questions about the project can be directed to project manager Ericka Moore at ericka.moore@alaska.gov or (907) 269-0450.

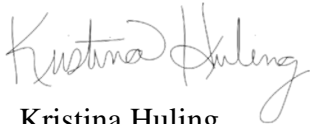
All properties accessing DOT&PF roads must apply to Right of Way for a driveway permit and/or approach road review, subject to provisions listed in 17 AAC 10.020. Any previously issued access permits become invalid once the property undergoes a platting action or change in use and must be reissued.

We recommend the petitioner verify all section line easements and DOT&PF road rights-of-way adjacent to their property. For assistance, the petitioner may contact the Engineering group within the Right of Way section in DOT&PF at (907) 269-0700. The petitioner is liable to remove any improvements within the easements and rights-of-way that impede the operation and maintenance of those facilities even if they are not shown on the plat, so it is in the petitioner's best interest to identify the exact locations and widths of any such easements or rights-of-way before they improve the property.

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If there are any questions regarding these comments please feel free to contact me at (907) 269-0509 or kristina.huling@alaska.gov.

Sincerely,



Kristina Huling
Mat-Su Area Planner, DOT&PF

cc: Sean Baski, Highway Design Chief, DOT&PF
Matt Walsh, Property Management Supervisor, Right of Way, DOT&PF
Devki Rearden, Engineering Associate, DOT&PF
Morris Beckwith, Right of Way, DOT&PF
Brad Sworts, Pre-Design & Engineering Div. Manager, MSB
Anna Bosin, Traffic & Safety Engineer, DOT&PF

From: [Fire Code](#)
To: [Rick Benedict](#)
Cc: [Jeffrey Anderson](#)
Subject: FW: Request for Review and Comments: MSB 17.60 – Conditional Use for Marijuana Retail Facility
Date: Thursday, April 25, 2024 4:03:42 PM
Attachments: [image001.png](#)

A plan review has been approved for Shoreline Cannabis on 8/24/2023. We are pending a final inspection before submitting a notice of compliance to AMCO.



NOTE: 13 AAC 50.027 prohibits the beginning of any construction, repair, remodel, addition or change of occupancy of any structure regulated by the Fire Marshal until plans and specifications have been reviewed and approved.

From: Rick Benedict <Rick.Benedict@matsugov.us>
Sent: Thursday, April 25, 2024 10:06 AM
To: Rick Benedict <Rick.Benedict@matsugov.us>
Subject: Request for Review and Comments: MSB 17.60 – Conditional Use for Marijuana Retail Facility

APPLICANT: Justin Benson, on behalf of Shoreline Cannabis

LOCATION: 4200 E. Snider Drive, Wasilla, AK 99654; Tax ID# 5274B03L007A

An application for a Conditional Use Permit under MSB 17.60 – Conditional Uses for the Operation of a Marijuana Retail Facility. The Planning Commission will conduct a public hearing on this request on **Monday, June 17, 2024, at 6:00 p.m.**

Application materials may be viewed online at www.matsugov.us by clicking on 'All Public Notices & Announcements'. A direct link to the application material is here:

[Matanuska-Susitna Borough - Public Hearing Notice for a Conditional Use Permit Application - Marijuana Retail Facility \(matsugov.us\)](http://www.matsugov.us)

Comments are due on or before **Friday, May 31, 2024**, and will be included in the Planning Commission packet for the Commissioner's review and information. Please be advised that comments received from the public after that date will not be included in the staff report to the Planning Commission. Thank you for your review.

Respectfully,

Rick Benedict – Current Planner

Development Services Division
Matanuska-Susitna Borough
(907)861-8527 direct



Matanuska-Susitna Borough

Development Services Division

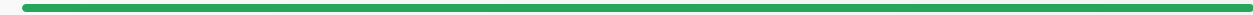
Request for Review

Contact: Phone:

Due Date:

Project:

Special Considerations

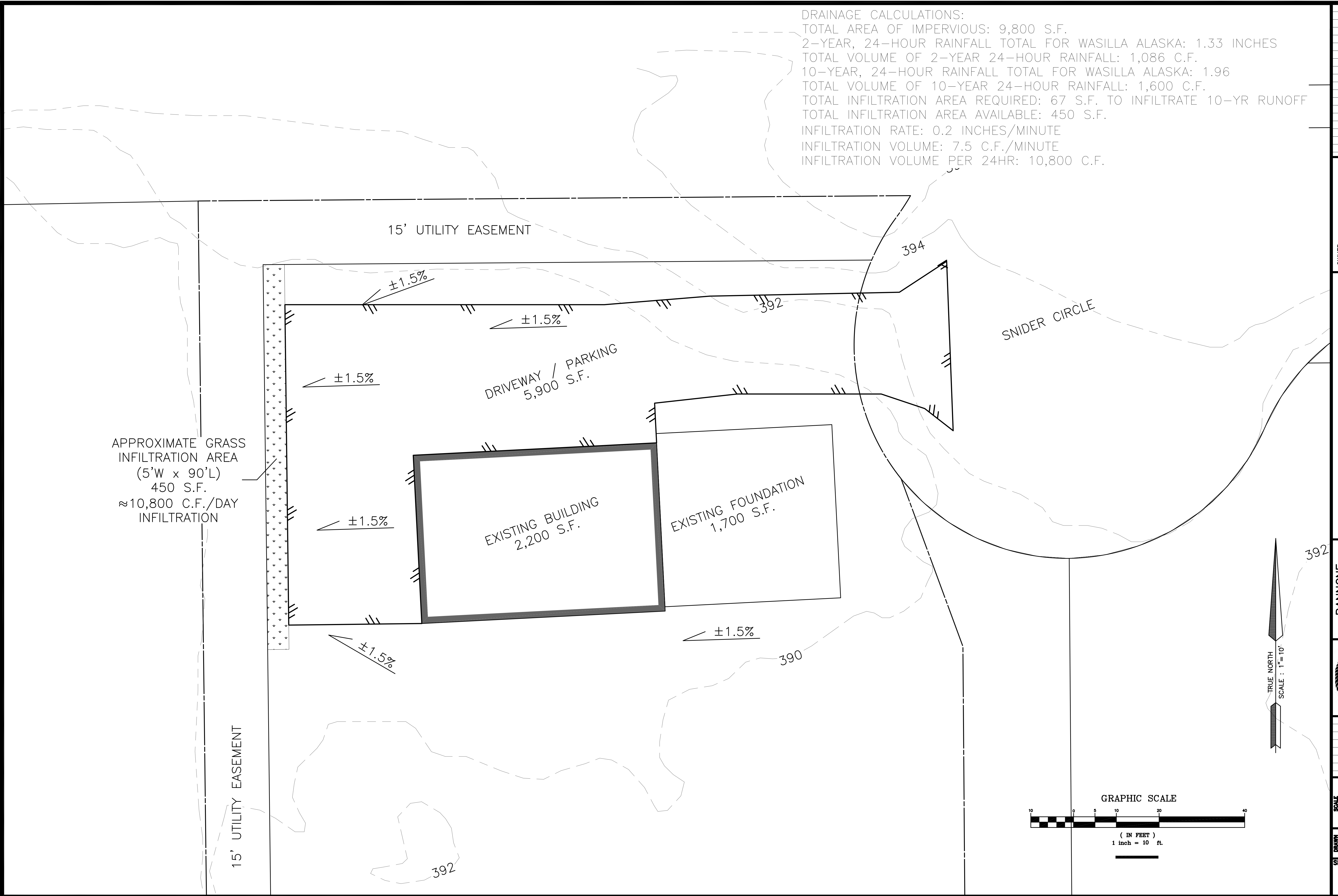


Reviewed By: Date:

No Comment:

Comments:

DRAINAGE CALCULATIONS:
TOTAL AREA OF IMPERVIOUS: 9,800 S.F.
2-YEAR, 24-HOUR RAINFALL TOTAL FOR WASILLA ALASKA: 1.33 INCHES
TOTAL VOLUME OF 2-YEAR 24-HOUR RAINFALL: 1,086 C.F.
10-YEAR, 24-HOUR RAINFALL TOTAL FOR WASILLA ALASKA: 1.96
TOTAL VOLUME OF 10-YEAR 24-HOUR RAINFALL: 1,600 C.F.
TOTAL INFILTRATION AREA REQUIRED: 67 S.F. TO INFILTRATE 10-YR RUNOFF
TOTAL INFILTRATION AREA AVAILABLE: 450 S.F.
INFILTRATION RATE: 0.2 INCHES/MINUTE
INFILTRATION VOLUME: 7.5 C.F./MINUTE
INFILTRATION VOLUME PER 24HR: 10,800 C.F.



| NOTES | |
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| OWNER: |
|---------|
| NAME |
| COMPANY |
| ADDRESS |
| CITY |

SITE DRAINAGE PLAN
MIDWAY EST UNIT #1 RSB, BLOCK 3, LOT 7A
4200 E. SNIDER DRIVE

PANNONE ENGINEERING SERVICES LLC
P.O. BOX 100217
ANCHORAGE, AK 99510
T: (907) 272-8218
F: (907) 272-8211



| REVISIONS | |
|-----------|--|
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| | |

| SCALE | P.L.D. NO. | PERMIT NO. |
|-------|------------|------------|
| | | |

| DRAWN | CHECKED | GRD | DATE |
|-------|---------|-----|------------|
| | SRP | | 05/28/2024 |

Pannone Engineering Services LLC

Steven R. Pannone, Principal
Registered Professional Engineer
E-mail: steve@panengak.com

Matanuska-Susitna Borough
350 E. Dahlia Avenue
Palmer, Alaska 99645

C.O.
Morgan Hall
Justin Benson

Subject: 4200 E Snider Road
Stormwater Runoff

This is a drainage narrative pertaining to the subject lot.
The subject lot on 4200 E Snider Road has a surface layer of well drained NFS gravel. The proposed development on the site will re-purpose the existing buildings. The existing storm water runoff from the lot flows to the west towards a vegetative buffer easement and is infiltrated into the ground before it leaves the gravel area. Assuming the infiltrative area surrounding the proposed development/impervious area is 5' wide on the west side of the building/parking lot and does not reach any lot line, all runoff from a 10-year 24-hour storm event will be infiltrated with excess capacity.

DRAINAGE CALCULATIONS:
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INFILTRATION VOLUME: 7.5 C.F./MINUTE
INFILTRATION VOLUME PER 24HR: 10,800 C.F.

Sincerely,



28 May 2024
Steven R. Pannone, PE, F. ASCE
Owner/Civil Engineer

Mailing: P.O.Box 1807, Palmer, AK 99645
Telephone: (907) 745-8200 FAX: (907) 745-8201

From: [Daniel Dahms](#)
To: [Rick Benedict](#)
Cc: [Brad Sworts](#); [Jamie Taylor](#); [Tammy Simmons](#)
Subject: RE: Request for Review and Comments: MSB 17.60 – Conditional Use for Marijuana Retail Facility
Date: Wednesday, May 1, 2024 11:25:24 AM

Rick,

The applicant should update the site plan to show all of the proposed improvements including pavement. Since the construction has turn existing gravel surfaces into paved surfaces, the stormwater runoff generated from the site has increased. To account for this, a retention basin or similar drainage feature should be designed and constructed on the site to retain the increased runoff.

Daniel Dahms, PE
Department of Public Works
Pre-Design and Engineering Division

From: Daniel Dahms
Sent: Wednesday, May 1, 2024 11:21 AM
To: Rick Benedict <Rick.Benedict@matsugov.us>
Cc: Brad Sworts <Brad.Sworts@matsugov.us>; Jamie Taylor <Jamie.Taylor@matsugov.us>; Tammy Simmons <Tammy.Simmons@matsugov.us>
Subject: RE: Request for Review and Comments: MSB 17.60 – Conditional Use for Marijuana Retail Facility

Rick,

PD&E supports access from the facility onto Snider Drive as shown on driveway permit D2736.

Daniel Dahms, PE
Department of Public Works
Pre-Design and Engineering Division

From: Rick Benedict <Rick.Benedict@matsugov.us>
Sent: Thursday, April 25, 2024 10:06 AM
To: Rick Benedict <Rick.Benedict@matsugov.us>
Subject: Request for Review and Comments: MSB 17.60 – Conditional Use for Marijuana Retail Facility

APPLICANT: Justin Benson, on behalf of Shoreline Cannabis

LOCATION: 4200 E. Snider Drive, Wasilla, AK 99654; Tax ID# 5274B03L007A

An application for a Conditional Use Permit under MSB 17.60 – Conditional Uses for the Operation of a Marijuana Retail Facility. The Planning Commission will conduct a public hearing on this request on **Monday, June 17, 2024, at 6:00 p.m.**

Application materials may be viewed online at www.matsugov.us by clicking on ‘All Public Notices & Announcements’. A direct link to the application material is here:

[Matanuska-Susitna Borough - Public Hearing Notice for a Conditional Use Permit Application - Marijuana Retail Facility \(matsugov.us\)](#)

Comments are due on or before **Friday, May 31, 2024**, and will be included in the Planning Commission packet for the Commissioner’s review and information. Please be advised that comments received from the public after that date will not be included in the staff report to the Planning Commission. Thank you for your review.

Respectfully,

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

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

From: [Daniel Dahms](#)
To: [Rick Benedict](#)
Cc: [Brad Sworts](#); [Jamie Taylor](#); [Tammy Simmons](#)
Subject: RE: Request for Review and Comments: MSB 17.60 – Conditional Use for Marijuana Retail Facility
Date: Wednesday, May 1, 2024 11:21:10 AM

Rick,

PD&E supports access from the facility onto Snider Drive as shown on driveway permit D2736.

Daniel Dahms, PE
Department of Public Works
Pre-Design and Engineering Division

From: Rick Benedict <Rick.Benedict@matsugov.us>
Sent: Thursday, April 25, 2024 10:06 AM
To: Rick Benedict <Rick.Benedict@matsugov.us>
Subject: Request for Review and Comments: MSB 17.60 – Conditional Use for Marijuana Retail Facility

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Respectfully,

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

From: [Permit Center](#)
To: [Rick Benedict](#)
Subject: RE: Request for Review and Comments: MSB 17.60 – Conditional Use for Marijuana Retail Facility
Date: Friday, April 26, 2024 11:13:35 AM

No comments from the Permit Center.

Brandon Tucker

Permit Technician

[Matanuska-Susitna Borough Permit Center](#)

350 E Dahlia Ave

Palmer AK 99645

P (907) 861-7871

F (907) 861-8158

From: Rick Benedict <Rick.Benedict@matsugov.us>
Sent: Thursday, April 25, 2024 10:06 AM
To: Rick Benedict <Rick.Benedict@matsugov.us>
Subject: Request for Review and Comments: MSB 17.60 – Conditional Use for Marijuana Retail Facility

APPLICANT: Justin Benson, on behalf of Shoreline Cannabis

LOCATION: 4200 E. Snider Drive, Wasilla, AK 99654; Tax ID# 5274B03L007A

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Respectfully,

Rick Benedict – Current Planner
Development Services Division
Matanuska-Susitna Borough

(907)861-8527 direct

From: [Rick Benedict](#)
To: [Brenda Butler](#)
Cc: [Jana Weltzin](#); [Justin Benson](#)
Subject: FW: Request for Review and Comments: MSB 17.60 – Conditional Use for Marijuana Retail Facility
Date: Wednesday, May 1, 2024 3:34:00 PM

Good afternoon,

The MSB PD&E commented on this application concerning pavement improvements related to the new driveway from Snider Drive, stormwater run-off, and drainage concerns. Please consider their feedback in the chained email below and make the necessary changes to the application narrative and site plans to address these issues.

Should the updated application narrative and site plans not be received in time for PD&E follow-up review before the PC meeting, conditions of approval will be recommended. Those proposed conditions of approval will require designing and constructing a retention basin or similar drainage feature to retain the increased runoff on the subject property before beginning operations at the site.

Please let me know if you have any questions.

Thank you,

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

From: Daniel Dahms <Daniel.Dahms@matsugov.us>
Sent: Wednesday, May 1, 2024 11:25 AM
To: Rick Benedict <Rick.Benedict@matsugov.us>
Cc: Brad Sworts <Brad.Sworts@matsugov.us>; Jamie Taylor <Jamie.Taylor@matsugov.us>; Tammy Simmons <Tammy.Simmons@matsugov.us>
Subject: RE: Request for Review and Comments: MSB 17.60 – Conditional Use for Marijuana Retail Facility

Rick,

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Daniel Dahms, PE
Department of Public Works

Pre-Design and Engineering Division

From: Daniel Dahms

Sent: Wednesday, May 1, 2024 11:21 AM

To: Rick Benedict <Rick.Benedict@matsugov.us>

Cc: Brad Sworts <Brad.Sworts@matsugov.us>; Jamie Taylor <Jamie.Taylor@matsugov.us>; Tammy Simmons <Tammy.Simmons@matsugov.us>

Subject: RE: Request for Review and Comments: MSB 17.60 – Conditional Use for Marijuana Retail Facility

Rick,

PD&E supports access from the facility onto Snider Drive as shown on driveway permit D2736.

Daniel Dahms, PE
Department of Public Works
Pre-Design and Engineering Division

From: Rick Benedict <Rick.Benedict@matsugov.us>

Sent: Thursday, April 25, 2024 10:06 AM

To: Rick Benedict <Rick.Benedict@matsugov.us>

Subject: Request for Review and Comments: MSB 17.60 – Conditional Use for Marijuana Retail Facility

APPLICANT: Justin Benson, on behalf of Shoreline Cannabis

LOCATION: 4200 E. Snider Drive, Wasilla, AK 99654; Tax ID# 5274B03L007A

An application for a Conditional Use Permit under MSB 17.60 – Conditional Uses for the Operation of a Marijuana Retail Facility. The Planning Commission will conduct a public hearing on this request on **Monday, June 17, 2024, at 6:00 p.m.**

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[Matanuska-Susitna Borough - Public Hearing Notice for a Conditional Use Permit Application - Marijuana Retail Facility \(matsugov.us\)](#)

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Respectfully,

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

Public Comments

From: [Rod Cummings](#)
To: [Rick Benedict](#)
Subject: Proposed MRF on E. Snider Drive Tax ID#5274B03L007A
Date: Friday, May 31, 2024 6:43:23 PM

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

Mr. Benedict,

I oppose granting the conditional use permit for the operation of a Marijuana Retail Facility requested by Justin Benson on behalf of Shoreline Cannabis at 4200 E. Snider Drive.

The as-constructed roadway geometry of the approaches from the Palmer-Wasilla Highway and E. Snider Drive to the proposed retail facility is insufficient to accommodate the additional 50 vehicles per hour during peak traffic time that was calculated by Hansen Land Solutions [REF: email from Sam NuquL at HLS, as attached to the application]. The effect of this is that excess traffic will be diverted down E. Snider Drive and through a residential subdivision (Midway Estates). This additional traffic will negatively impact the character of this residential neighborhood. Further, while MSB 17.60.170 states that there must be a *minimum* of one parking space per 350 square feet of net floor area, the proposed 8 parking spaces would clearly be insufficient to accommodate the parking demand of the calculated 50 vehicles per hour during peak traffic times.

Also, with reference to parking, the drawings indicate that the van-accessible parking space proposed on the northeast corner of the building would require customers using that parking space to travel all the way around the building to the southwest entrance to access the retail showroom. This would be a clear violation of the ADA requirements for the indicated location of accessible parking. The other option would be that they would need to enter via the northeast door and then travel through the warehouse/stock/storage area of the facility before entering the retail showroom. This does not seem like an appropriate accessible path for customers entering the retail facility, and would likely also be a violation of the ADA.

Additionally, even if it is assumed that the north arrow on the facility configuration diagram(s) included in the application is reversed [REF: MJ-02 Diagram 1, 2, 5a], and the public entrance to the showroom would actually be near the van-accessible parking space at the northeast corner of the facility, the drawings show that even the *minimum* number of parking spaces extend beyond the building to the west. Any vehicles parked in these spaces would block access to any traffic (deliveries, etc.) headed to the door in the south west corner of the facility.

This location (4200 E. Snider Drive) is clearly not appropriate for the intended use as a Marijuana Retail Facility.

Thank you,

Rod Cummings
4330 E. Snider Drive

Matanuska-Susitna Borough
Development Services Division
350 E. Dahlia Avenue
Palmer, Alaska 99645



3 1103B3AL005A
JOHNSON JOE A & NANCY K
PO BOX 876410
WASILLA AK 99687-6410

The Matanuska-Susitna Borough Planning Commission will consider the following:

Justin Benson, on behalf of Shoreline Cannabis, applied for a Conditional Use Permit under MSB 17.60 – Conditional Uses for the Operation of a Marijuana Retail Facility. The proposed operation is at 4200 E. Snider Drive (Tax ID# 5274B03L007A).

The Matanuska-Susitna Borough Planning Commission will conduct a public hearing concerning the application on Monday, June 17, 2024, at 6:00 p.m. in the Borough Assembly Chambers at 350 E. Dahlia Avenue in Palmer. This may be the only presentation of this item before the Planning Commission, and you are invited to attend. Planning Commission members may not receive or engage in ex-parte contact with the applicant, other interested parties in the application, or members of the public concerning the application or issues presented in the application.

Application materials may be viewed online at www.matsugov.us by clicking “All Public Notices & Announcements.” For additional information, contact Rick Benedict, Current Planner, at (907) 861-8527. Provide written comments by e-mail to rick.benedict@matsugov.us, or by mail to MSB Development Services Division, 350 E. Dahlia Avenue, Palmer, AK 99645.

The public may provide verbal testimony at the meeting or telephonically by calling 1-855-290-3803. To be eligible to file an appeal from a decision of the Planning Commission, a person must be designated an interested party. See MSB 15.39.010 for the definition of an interested party. The procedures governing appeals to the Board of Adjustment and Appeals are contained in MSB 15.39.010-250, which is available on the Borough home page: www.matsugov.us, in the Borough Clerk’s office, and at various libraries within the borough.

Comments are due on or before May 31, 2024, and will be included in the Planning Commission packet. Please be advised that comments received from the public after that date will not be included in the staff report but will be provided to the Commission at the meeting.

Name: Joe & Nancy Johnson Mailing Address: PO Box 876410, Wasilla, 99687

Location/Legal Description of your property: 4300 Snider Dr. (Lot 3 BL5A)

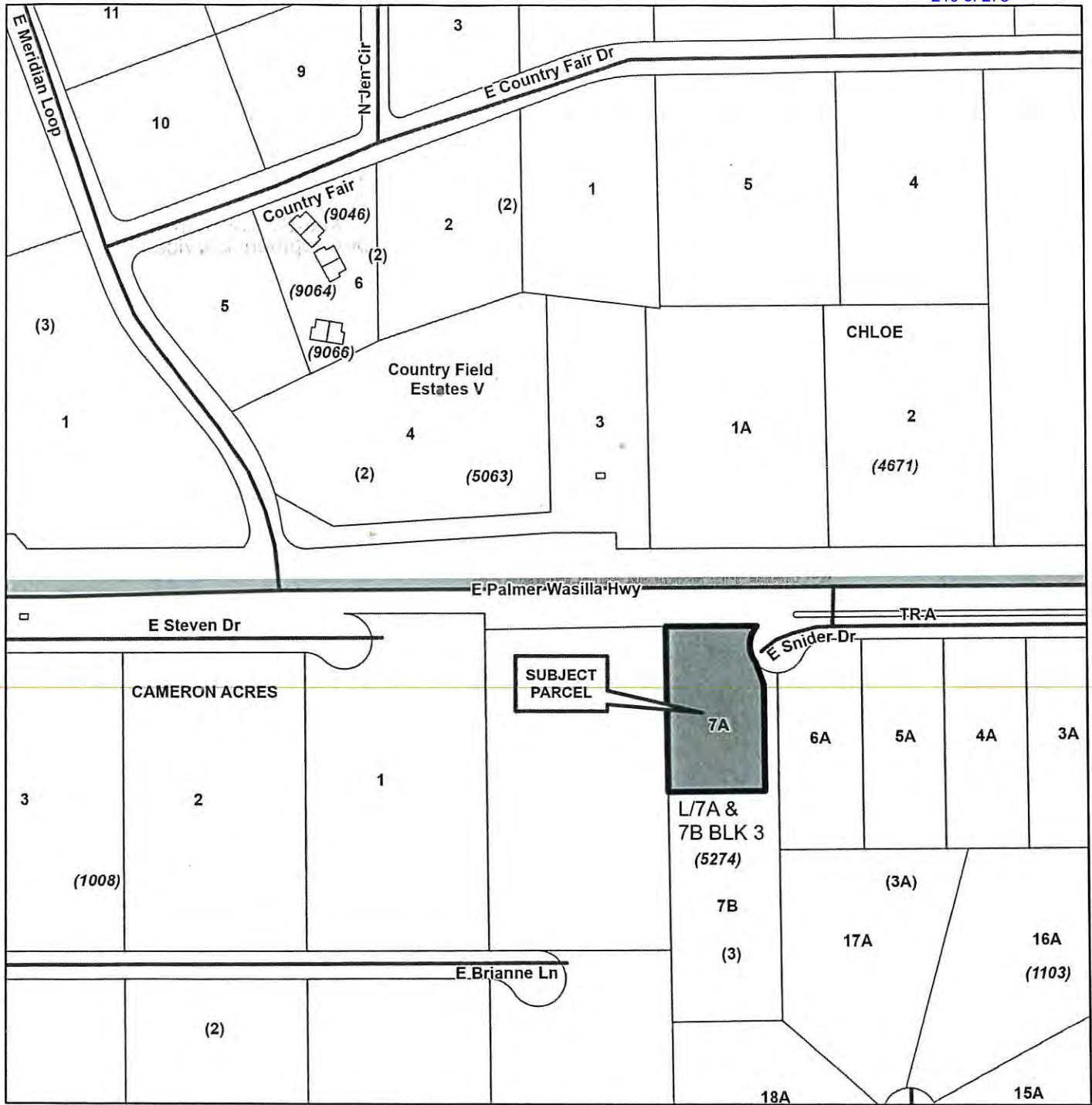
Comments: We are opposed to a cannabis retail shop in our neighborhood.

① There are two cannabis shops approx 1 mile west of here and 1 cannabis shop approx a mile east. There are enough in this area.

② Concern for reduced property values because of this type of business in the neighborhood.

③ Although this has become a more commercial area, there are still single family residences here with minors residing here.

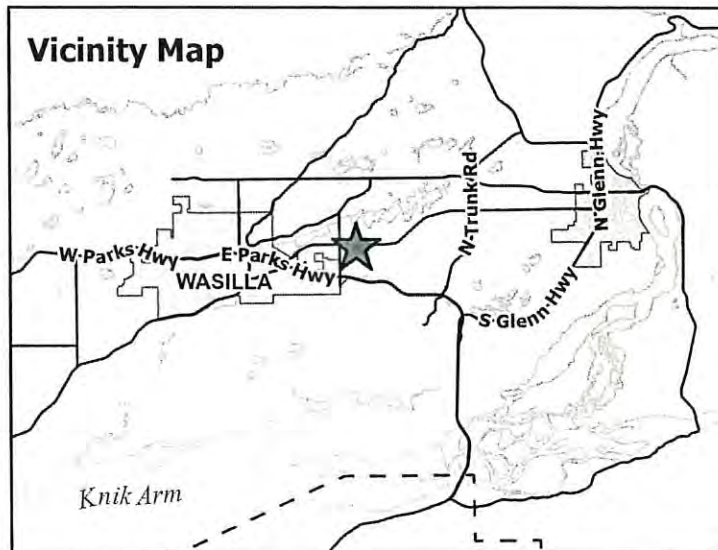
④ We prefer NOT to have the smell of pot wafting through the neighborhood while we are out enjoying our limited summer days in our yards.



5274B03L007A



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.



From: [James Christopher](#)
To: [Rick Benedict](#)
Subject: RE: Request for Review and Comments: MSB 17.60 – Conditional Use for Marijuana Retail Facility
Date: Wednesday, May 1, 2024 1:35:56 PM
Attachments: [MSB No Comments 17.60.pdf](#)

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

Hello,

Please see ENSTARS attached letter with no comments.

Thank you,

Jimmy Christopher
Right of Way Agent
ENSTAR Natural Gas Company, LLC
O: (907) 334-7944
C: (614) 623-3466

From: Rick Benedict <Rick.Benedict@matsugov.us>
Sent: Thursday, April 25, 2024 10:06 AM
To: Rick Benedict <Rick.Benedict@matsugov.us>
Subject: Request for Review and Comments: MSB 17.60 – Conditional Use for Marijuana Retail Facility

CAUTION: This email originated outside of ENSTAR/TSU. Do not click links or open attachments unless you recognize the sender and know the content is safe. If you are not sure, use the "Report Phish" button or contact enstar.helpdesk@enstarnaturalgas.com

APPLICANT: Justin Benson, on behalf of Shoreline Cannabis

LOCATION: 4200 E. Snider Drive, Wasilla, AK 99654; Tax ID# 5274B03L007A

An application for a Conditional Use Permit under MSB 17.60 – Conditional Uses for the Operation of a Marijuana Retail Facility. The Planning Commission will conduct a public hearing on this request on **Monday, June 17, 2024, at 6:00 p.m.**

Application materials may be viewed online at www.matsugov.us by clicking on 'All Public Notices & Announcements'. A direct link to the application material is here:

[Matanuska-Susitna Borough - Public Hearing Notice for a Conditional Use Permit Application - Marijuana Retail Facility \(matsugov.us\)](#)

Comments are due on or before **Friday, May 31, 2024**, and will be included in the Planning

Commission packet for the Commissioner's review and information. Please be advised that comments received from the public after that date will not be included in the staff report to the Planning Commission. Thank you for your review.

Respectfully,

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



ENSTAR Natural Gas Company, LLC

Engineering Department, Right of Way Section
401 E. International Airport Road
P. O. Box 190288
Anchorage, Alaska 99519-0288
(907) 277-5551
FAX (907) 334-7798

May 1, 2024

Matanuska-Susitna Borough, Platting Division
350 East Dahlia Avenue
Palmer, AK 99645-6488

To whom it may concern:

ENSTAR Natural Gas Company, LLC has reviewed the following conditional use permit request and has no comments or recommendations.

- **MARIJUANA RELATED FACILITIES
(MSB 17.60)**

If you have any questions, please feel free to contact me at 334-7944 or by email at james.christopher@enstarnaturalgas.com.

Sincerely,

A handwritten signature in cursive script that reads "James Christopher".

James Christopher
Right of Way Agent
ENSTAR Natural Gas Company, LLC

DRAFT

PLANNING COMMISSION

RESOLUTION

By: Rick Benedict
Introduced: June 3, 2024
Public Hearing: June 17, 2024
Action:

**MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. PC 24-08**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION APPROVING A CONDITIONAL USE PERMIT FOR THE OPERATION OF A MARIJUANA RETAIL FACILITY AT 4200 E. Snider Drive, TAX ID#5274B03L007A.

WHEREAS, an application has been received from Justin Benson on behalf of Shoreline Cannabis for a conditional use permit for the operation of a marijuana retail facility at 4200 E. Snider Drive, TAX ID#5274B03L007A; and

WHEREAS, MSB 17.60.030(A)(4) requires a conditional use permit for the operation of a marijuana retail facility; and

WHEREAS, unless this type of use is maintained under and in accordance with a lawfully issued permit, marijuana retail facilities are declared to be a public nuisance; and

WHEREAS, the subject parcel is approximately 1.18 acres in size; and

WHEREAS, based on the information provided by the applicant, a Core Area Conditional Use Permit in accordance with MSB 17.61.020(A)(1) through (4) is not required; and

WHEREAS, the subject parcel is within the boundary of the South Lakes Community Council, which is not active; and

WHEREAS, the subject parcel is part of the Midway Estates subdivision; and

WHEREAS, the applicant has submitted an authorization form signed by the property owner, permitting Shoreline Cannabis to operate as a marijuana retail store within the existing commercial building; and

WHEREAS, the proposed retail facility will be contained within an existing 60' x 40' commercial structure of approximately 2,400 square feet; and

WHEREAS, Borough records indicate that the existing building was constructed around 2001, and

WHEREAS, the subject building has been used commercially since approximately 2001, previously serving as a construction supply store; and

WHEREAS, according to the application material, the building's exterior is beige, with steel side panels, silver metal roofing, black accents, and black doors; and

WHEREAS, the proposed use will access East Palmer-Wasilla Highway and East Snider Drive, for which the applicant has obtained driveway permits from ADOT&PF (#26370) and the Borough's permitting center (#D28736); and

WHEREAS, the Institute of Transportation Engineers (ITE) Trip Generation, 11th Edition, shows a "Marijuana Dispensary" of approximately 2,400 square feet in an urban area is expected to

produce approximately 55 trips per weekday PM hour based on the average trip start/end generation rates; and

WHEREAS, uses along the East Palmer-Wasilla Highway frontage are mostly commercial; and

WHEREAS, East Palmer-Wasilla Highway is a state-maintained major arterial roadway capable of handling commercial traffic; and

WHEREAS, East Snider Drive is a Borough-maintained residential roadway with commercial and residential uses along its frontage; and

WHEREAS, East Snider Drive can accommodate light commercial and residential traffic; and

WHEREAS, the proposed use is approximately 268 feet north of the nearest residential structure; and

WHEREAS, the proposed use is approximately 56 feet east of the nearest commercial structure; and

WHEREAS, the area surrounding the subject parcel is a mixture of commercial, industrial, and residential uses; and

WHEREAS, according to the application, the operation will have one metal and plastic advertising sign, 21' x 3', attached to the front of the proposed building; and

WHEREAS, the advertising sign will face the East Palmer-Wasilla Highway and be backlit during operating hours; and

WHEREAS, no advertising signage is proposed along the East Palmer-Wasilla Highway right-of-way; and

WHEREAS, the proposed use is located approximately 57 feet from East Palmer-Wasilla Highway to the north, approximately 47 feet from the western property line, approximately 201 feet from the southern property line, and approximately 57 feet from the eastern property line; and

WHEREAS, on August 24, 2023, the Deputy Fire Marshal for the Central Mat-Su Fire & Life Safety Division issued an approved Plan Review #2024-022 for the commercial structure; and

WHEREAS, the closest school (Cottonwood Creek Elementary School) is approximately 2,910 feet from the proposed use; and

WHEREAS, the State of Alaska Marijuana Control Board meeting conducted June 1-2, 2023, voted to approve Shoreline Cannabis retail marijuana store license #32848 with delegation; and

WHEREAS, the applicant provided a copy of the approved Plan Review #2024-022 to the MSB Development Services Division; and

WHEREAS, according to the application material, the proposed marijuana retail store will not generate noise or odors; and

WHEREAS, the proposed hours of operation are 10:00 a.m. to 10:00 p.m., Sunday through Thursday, and 10:00 a.m. to 12:00 a.m., Friday and Saturday; and

WHEREAS, consumption of marijuana is prohibited at the site; and

WHEREAS, persons under 21 are prohibited from entering the facility; and

WHEREAS, according to the application material, signs will be posted at the proposed use's entrance prohibiting loitering; and

WHEREAS, according to the application material, exterior lighting will be shielded to prevent light pollution; and

WHEREAS, all the required site plans and operational information have been provided by the applicant; and

WHEREAS, according to the application materials, employees of the proposed use will immediately check the identification of all persons who enter the facility; and

WHEREAS, according to the application material, the operation will utilize an alarm and video surveillance system, along with lighting, as part of its security plan; and

WHEREAS, according to the application material, security cameras will be installed in well-lit areas on the interior and exterior of the building facing entrances, exits, and the cashier area; and

WHEREAS, according to the application material, the operation has a security plan, which includes educating employees on all security measures; and

WHEREAS, the commercial structure fully complies with the State of Alaska fire code; and

WHEREAS, the State of Alaska, Alcohol and Marijuana Control Office awarded the operation a marijuana retail store license currently in a delegated status; and

WHEREAS, the MSB Development Services Division received a copy of the delegated approval for the applicant's marijuana retail facility; and

WHEREAS, a marijuana retail facility with an area of 2,400 square feet must provide seven parking spaces, one of which must be ADA-compliant; and

WHEREAS, according to the application material, eight parking spaces will be provided for the proposed use, one of which will comply with ADA requirements; and

WHEREAS, each parking space is twenty feet long and ten feet wide; and

WHEREAS, there are no vertical clearance limitations on-site; and

WHEREAS, the Planning Commission has reviewed this application with respect to standards set forth in MSB 17.60.100, 17.60.150 and 17.60.170; and

WHEREAS, the Planning Commission conducted a public hearing on June 17, 2024, on this matter.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby adopts the aforementioned findings of fact and makes the following conclusions of law supporting approval of Planning Commission Resolution 24-08:

1. The proposed use, with conditions, will not detract from the value, character, and integrity of the surrounding area (MSB 17.60.100(B)(1)).
2. The proposed use, with conditions, will not be harmful to the public health, safety, convenience, and welfare (MSB 17.60.100(B)(2)).
3. Sufficient setbacks, lot area, buffers or other safeguards are being provided (MSB 17.60.100(B)(3)).
4. The application material meets all of the requirements of this chapter (MSB 17.60.100(B)(4)).
5. The proposed use, with conditions, will not negatively affect other properties due to factors such as noise and odor (MSB 17.60.150(A)(1)).
6. Measures are in place, with conditions, to reduce negative affects upon adjacent properties (MSB 17.60.150(A)(2)(a-c)).
7. The proposed use, with conditions, is compatible with the character of the surrounding area (MSB 17.60.150(A)(3)).

8. The proposed use is more than 1,000 feet away from any school grounds (MSB 17.60.150(B)(1)).
9. The applicant has provided documentation demonstrating all applicable licenses pertaining to 3 AAC 306.005 have been obtained (MSB 17.60.150(D)(1)).
10. The applicant has provided documentation demonstrating the proposed use is in full compliance with all applicable fire code (MSB 17.60.150(D)(2)).
11. The proposed use is located on a parcel that is appropriate for commercial use (MSB 17.60.170(A)(1-3)).
12. The proposed use meets the minimum number of parking spaces for retail facilities (MSB 17.60.170(B)).
13. The proposed use complies with current ADA parking space guidelines (MSB 17.60.170(C)).

BE IT FURTHER RESOLVED, that the Planning Commission finds this application does meet the standards of MSB 17.60 and does hereby approve the conditional use permit for the operation of a marijuana retail facility, with the following conditions:

1. Prior to operating, the applicant shall re-design the parking area or remove one parking spot on the west portion of the parking lot to accommodate emergency vehicles. Parking spaces shall conform to the minimum

requirements of MSB 17.60.170(B) & (C), and modifications must be approved in advance by the MSB Planning Department.

2. Prior to operating, the ADA parking space shall be painted, and the ADA van-accessible sign be mounted to indicate its location. The applicant shall provide the MSB Planning Department proof of completion in the form of colored pictures.
3. The operation shall comply with all applicable federal, state, and local regulations.
4. All aspects of the operation shall comply with the description detailed in the application material and with the conditions of this permit. An amendment to the conditional use permit shall be required before any expansion of the conditional use.
5. Borough staff shall be permitted to enter 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. Denial of access to Borough staff shall violate this conditional use permit.

- 6. On-site consumption of marijuana and marijuana products is prohibited.
- 7. The hours of operation shall not exceed 10:00 a.m. to 10:00 p.m., Sunday through Thursday, and 10:00 a.m. to 12:00 a.m., Friday and Saturday.

ADOPTED by the Matanuska-Susitna Borough Planning Commission this ___ day of _____, 2024.

C.J. Koan, Chair

ATTEST

KAROL RIESE, Planning Clerk

(SEAL)

YES:

NO:

HANDOUT

RESOLUTION 24-08

Shoreline Cannabis (Revised Conditions of Approval)

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By: Rick Benedict
Introduced: June 3, 2024
Public Hearing: June 17, 2024
Action:

MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. PC 24-08

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION APPROVING A CONDITIONAL USE PERMIT FOR THE OPERATION OF A MARIJUANA RETAIL FACILITY AT 4200 E. Snider Drive, TAX ID#5274B03L007A.

WHEREAS, an application has been received from Justin Benson on behalf of Shoreline Cannabis for a conditional use permit for the operation of a marijuana retail facility at 4200 E. Snider Drive, TAX ID#5274B03L007A; and

WHEREAS, MSB 17.60.030(A)(4) requires a conditional use permit for the operation of a marijuana retail facility; and

WHEREAS, unless this type of use is maintained under and in accordance with a lawfully issued permit, marijuana retail facilities are declared to be a public nuisance; and

WHEREAS, the subject parcel is approximately 1.18 acres in size; and

WHEREAS, based on the information provided by the applicant, a Core Area Conditional Use Permit in accordance with MSB 17.61.020(A)(1) through (4) is not required; and

WHEREAS, the subject parcel is within the boundary of the South Lakes Community Council, which is not active; and

WHEREAS, the subject parcel is part of the Midway Estates subdivision; and

WHEREAS, the applicant has submitted an authorization form signed by the property owner, permitting Shoreline Cannabis to operate as a marijuana retail store within the existing commercial building; and

WHEREAS, the proposed retail facility will be contained within an existing 60' x 40' commercial structure of approximately 2,400 square feet; and

WHEREAS, Borough records indicate that the existing building was constructed around 2001, and

WHEREAS, the subject building has been used commercially since approximately 2001, previously serving as a construction supply store; and

WHEREAS, according to the application material, the building's exterior is beige, with steel side panels, silver metal roofing, black accents, and black doors; and

WHEREAS, the proposed use will access East Palmer-Wasilla Highway and East Snider Drive, for which the applicant has obtained driveway permits from ADOT&PF (#26370) and the Borough's permitting center (#D28736); and

WHEREAS, the Institute of Transportation Engineers (ITE) Trip Generation, 11th Edition, shows a "Marijuana Dispensary" of approximately 2,400 square feet in an urban area is expected to

produce approximately 55 trips per weekday PM hour based on the average trip start/end generation rates; and

WHEREAS, uses along the East Palmer-Wasilla Highway frontage are mostly commercial; and

WHEREAS, East Palmer-Wasilla Highway is a state-maintained major arterial roadway capable of handling commercial traffic; and

WHEREAS, East Snider Drive is a Borough-maintained residential roadway with commercial and residential uses along its frontage; and

WHEREAS, East Snider Drive can accommodate light commercial and residential traffic; and

WHEREAS, the proposed use is approximately 268 feet north of the nearest residential structure; and

WHEREAS, the proposed use is approximately 56 feet east of the nearest commercial structure; and

WHEREAS, the area surrounding the subject parcel is a mixture of commercial, industrial, and residential uses; and

WHEREAS, according to the application, the operation will have one metal and plastic advertising sign, 21' x 3', attached to the front of the proposed building; and

WHEREAS, the advertising sign will face the East Palmer-Wasilla Highway and be backlit during operating hours; and

WHEREAS, no advertising signage is proposed along the East Palmer-Wasilla Highway right-of-way; and

WHEREAS, the proposed use is located approximately 57 feet from East Palmer-Wasilla Highway to the north, approximately 47 feet from the western property line, approximately 201 feet from the southern property line, and approximately 57 feet from the eastern property line; and

WHEREAS, on August 24, 2023, the Deputy Fire Marshal for the Central Mat-Su Fire & Life Safety Division issued an approved Plan Review #2024-022 for the commercial structure; and

WHEREAS, the closest school (Cottonwood Creek Elementary School) is approximately 2,910 feet from the proposed use; and

WHEREAS, the State of Alaska Marijuana Control Board meeting conducted June 1-2, 2023, voted to approve Shoreline Cannabis retail marijuana store license #32848 with delegation; and

WHEREAS, the applicant provided a copy of the approved Plan Review #2024-022 to the MSB Development Services Division; and

WHEREAS, according to the application material, the proposed marijuana retail store will not generate noise or odors; and

WHEREAS, the proposed hours of operation are 10:00 a.m. to 10:00 p.m., Sunday through Thursday, and 10:00 a.m. to 12:00 a.m., Friday and Saturday; and

WHEREAS, consumption of marijuana is prohibited at the site; and

WHEREAS, persons under 21 are prohibited from entering the facility; and

WHEREAS, according to the application material, signs will be posted at the proposed use's entrance prohibiting loitering; and

WHEREAS, according to the application material, exterior lighting will be shielded to prevent light pollution; and

WHEREAS, all the required site plans and operational information have been provided by the applicant; and

WHEREAS, according to the application materials, employees of the proposed use will immediately check the identification of all persons who enter the facility; and

WHEREAS, according to the application material, the operation will utilize an alarm and video surveillance system, along with lighting, as part of its security plan; and

WHEREAS, according to the application material, security cameras will be installed in well-lit areas on the interior and exterior of the building facing entrances, exits, and the cashier area; and

WHEREAS, according to the application material, the operation has a security plan, which includes educating employees on all security measures; and

WHEREAS, the commercial structure fully complies with the State of Alaska fire code; and

WHEREAS, the State of Alaska, Alcohol and Marijuana Control Office awarded the operation a marijuana retail store license currently in a delegated status; and

WHEREAS, the MSB Development Services Division received a copy of the delegated approval for the applicant's marijuana retail facility; and

WHEREAS, a marijuana retail facility with an area of 2,400 square feet must provide seven parking spaces, one of which must be ADA-compliant; and

WHEREAS, according to the application material, eight parking spaces will be provided for the proposed use, one of which will comply with ADA requirements; and

WHEREAS, each parking space is twenty feet long and ten feet wide; and

WHEREAS, there are no vertical clearance limitations on-site; and

WHEREAS, the Planning Commission has reviewed this application with respect to standards set forth in MSB 17.60.100, 17.60.150 and 17.60.170; and

WHEREAS, the Planning Commission conducted a public hearing on June 17, 2024, on this matter.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby adopts the aforementioned findings of fact and makes the following conclusions of law supporting approval of Planning Commission Resolution 24-08:

1. The proposed use, with conditions, will not detract from the value, character, and integrity of the surrounding area (MSB 17.60.100(B)(1)).
2. The proposed use, with conditions, will not be harmful to the public health, safety, convenience, and welfare (MSB 17.60.100(B)(2)).
3. Sufficient setbacks, lot area, buffers or other safeguards are being provided (MSB 17.60.100(B)(3)).
4. The application material meets all of the requirements of this chapter (MSB 17.60.100(B)(4)).
5. The proposed use, with conditions, will not negatively affect other properties due to factors such as noise and odor (MSB 17.60.150(A)(1)).
6. Measures are in place, with conditions, to reduce negative affects upon adjacent properties (MSB 17.60.150(A)(2)(a-c)).
7. The proposed use, with conditions, is compatible with the character of the surrounding area (MSB 17.60.150(A)(3)).
8. The proposed use is more than 1,000 feet away from any school grounds (MSB 17.60.150(B)(1)).
9. The applicant has provided documentation demonstrating all applicable licenses pertaining to 3 AAC 306.005 have been obtained (MSB 17.60.150(D)(1)).

10. The applicant has provided documentation demonstrating the proposed use is in full compliance with all applicable fire code (MSB 17.60.150(D)(2)).
11. The proposed use is located on a parcel that is appropriate for commercial use (MSB 17.60.170(A)(1-3)).
12. The proposed use meets the minimum number of parking spaces for retail facilities (MSB 17.60.170(B)).
13. The proposed use complies with current ADA parking space guidelines (MSB 17.60.170(C)).

BE IT FURTHER RESOLVED, that the Planning Commission finds this application does meet the standards of MSB 17.60 and does hereby approve the conditional use permit for the operation of a marijuana retail facility, with the following conditions:

1. Prior to operating, the applicant shall remove one proposed parking space on the westernmost portion of the parking lot to accommodate emergency vehicles. Parking spaces shall conform to the minimum requirements of MSB 17.60.170(B) & (C).
2. Prior to operating, the ADA parking space shall be painted, and the ADA van-accessible sign be mounted to indicate its location. The applicant shall provide the MSB Planning Department proof of completion in the form of colored pictures.

3. The operation shall comply with all applicable federal, state, and local regulations.
4. All aspects of the operation shall comply with the description detailed in the application material and with the conditions of this permit. An amendment to the conditional use permit shall be required before any expansion of the conditional use.
5. Borough staff shall be permitted to enter 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. Denial of access to Borough staff shall violate this conditional use permit.
6. On-site consumption of marijuana and marijuana products is prohibited.
7. The hours of operation shall not exceed 10:00 a.m. to 10:00 p.m., Sunday through Thursday, and 10:00 a.m. to 12:00 a.m., Friday and Saturday.

ADOPTED by the Matanuska-Susitna Borough Planning Commission
this ___ day of _____, 2024.

C.J. Koan, Chair

ATTEST

KAROL RIESE, Planning Clerk

(SEAL)

YES:

NO:

DRAFT

Resolution No. 24-14
South Lakes Community
Council Reactivation

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MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM IM No. 24-125

SUBJECT: A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY REACTIVATING THE SOUTH LAKES COMMUNITY COUNCIL.

AGENDA OF: July 16, 2024

| |
|-------------------------|
| Assembly Action: |
|-------------------------|

AGENDA ACTION REQUESTED: Present to the Assembly for consideration.

| Route To | Signatures |
|------------------------------------|------------|
| Originator - J.Spackman | X |
| Department Director - A. Strawn | X |
| Finance Director | X |
| Borough Attorney | X |
| Borough Manager | X |
| Borough Clerk | X |

ATTACHMENT (S) : South Lakes Community Council request for reactivation (1 pp)
Supporting documentation from the South Lakes Community Council (27 pp)
South Lakes Community Council boundaries (3 pp)
MSB 2.76 - Community Councils (3 pp)
Planning Commission Resolution No. 24-14 (2 pp)
Resolution Serial No. 24-067 (2 pp)

SUMMARY STATEMENT:

MSB 2.76 Community Councils outlines the requirements and responsibilities for establishing community councils. MSB 2.76.030 (D) says in part, that "Active status can be reinstated by assembly resolution upon request by representatives of the community council."

In May 2024, the Planning Department received a request from South Lakes residents to reactivate the South Lakes Community Council. All supporting documentation necessary to meet the requirements for reactivation has been provided. The newly adopted bylaws indicate that they will use the same boundaries as the boundary revision adopted in 2019 by the Assembly. Maps showing these boundaries are attached.

RECOMMENDATION OF ADMINISTRATION:

Staff respectfully requests adoption of the resolution reinstating the South Lakes Community Council and affirming the boundaries adopted in 2019.

DRAFT

From:
South Lakes Community Council
Palmer, AK 99645
05/15/2024

To:
Matsu Borough Board
[Matanuska-Susitna Borough
350 E Dahlia Ave,
Palmer, AK 99645

Honorable MSBB,

Subject: Request for Official Recognition of the South Lakes Community Council


As the presiding Chair of the South Lakes Community Council, I am writing to formally request official recognition by the Matanuska-Susitna Borough, as outlined under the Borough Code 2.76

The South Lakes Community Council has been established to serve as "a public forum for community residents to discuss and resolve area-wide issues and to advise the assembly, mayor, and borough administration on matters affecting the public interest." Our mission aligns with the Borough's purpose to encourage civic involvement and enhance local governance through community-based efforts.

We believe that official recognition by the Borough will significantly empower us to better serve our community members and ensure that their voices are effectively represented in borough-wide decisions.

Thank you for considering our request. We look forward to your positive response and to a collaborative relationship with the borough.

Sincerely,



Johnny M Furlong
Chair, South Lakes Community Council
johnny.furlong.ak@hotmail.com

907-232-0114

BYLAWS OF THE SOUTH LAKES COMMUNITY COUNCIL, INC. (SLCC)

ARTICLE I: NAME

- 1) The organization shall be known as the South Lakes Community Council, Inc. (hereinafter "SLCC").

ARTICLE II: BOUNDARIES

- 1) The SLCC shall cover the area as designated by the Matanuska-Susitna Borough (MSB) Assembly, with specific details available on the MSB's official website.

ARTICLE III: MEMBERSHIP

- 1) **Eligibility:** Members must be able to provide proof of residency, such as a physical address within the SLCC boundaries, a utility or bank statement, a State of Alaska voter registration card, or other official documentation verifying residency.
- 2) **Membership:** Residents can become Members and obtain rights through a simple registration process and pay annual dues of ten (\$10.00) dollars.

ARTICLE IV: PURPOSE

- 1) **Objectives:**
 - a) The SLCC was established to preserve, protect, improve, and advocate for the civic interests of its Members and residents and to enhance community life.
 - b) It seeks to provide a platform for community collaboration, expression, and participation in local governance as authorized by the MSB Code MSB 2.76 and to aid in decision-making for improving community and personal welfare.

ARTICLE V: FUNCTIONS AND LIMITATIONS

- 1) **Authority and Boundaries:**
 - a) The SLCC operates as an incorporated nonprofit under AS 10.20, aligned with Section 501(c)(4) of the Internal Revenue Code, possessing powers as outlined in the current or future amendments.
 - b) Activities comply with MSB Code 2.76.050, adopting Robert's Rules of Order for procedural guidance without restricting the right to petition or engage with borough governance.
- 2) **Role in Governance:** The SLCC engages with local government through responses to proposals, communication of actions and concerns, and initiating community-affecting proposals, asserting its non-governmental, non-partisan stance.

- 3) **Credibility and Transparency:** Commitment to representing the community's diverse views and maintaining open communication channels is paramount. This includes focusing on transparency, avoiding conflicts of interest, respecting all opinions, fostering public participation, and adhering to borough government participation practices.

ARTICLE VI: MEMBERS & RESIDENTS RESPONSIBILITIES

- 1) **Member Rights and Duties:** Members shall have the privilege to submit motions and vote on SLCC issues, including position statements, resolutions, and Board member elections.
 - a) All Members are expected to attend all meetings punctually, participate in decision-making, and undertake leadership and committee roles as needed, ensuring diligent task completion.
- 2) **Member and Area Resident Participation:** Members and residents are strongly encouraged to attend and participate in SLCC meetings. However, they cannot vote unless they have a membership.
 - a) At the SLCC Board's discretion, Members and residents may be asked to provide input through polls or queries to help reflect the community's views on critical issues.
- 3) **Conduct and Impartiality:** All Members and residents shall maintain harmonious, fair, and respectful conduct in meetings, embracing majority decisions and avoiding disruptive behavior.
- 4) **Membership Rights and Compliance:** Membership is an individual privilege contingent upon adherence to SLCC's Bylaws and Articles of Incorporation.
- 5) **Removal for Cause:** As guided by Robert's Rules of Order, any person may be removed from meetings for unethical conduct or actions that undermine SLCC's aims.

ARTICLE VII: MEETINGS AND WORK SESSIONS

- 1) **Powers and Meeting Requirements:** SLCC meetings are governed by the Alaska Open Meetings Act, which requires public openness and notice. Robert's Rules of Order shall guide meeting conduct, with a quorum defined for Committee meetings. All meetings are open to the public and are to be posted at least fourteen (14) days before the **meeting** date on the official Matsu Borough website but are not restricted only to this site.
<https://matsugov.us/boards/south-lakes-community-council>
- 2) **South Lakes Community Council Board Live Stream and Recording:** This policy outlines the guidelines for live streaming, recording, and remote attendance of South Lakes Community Council (SLCC) board and committee meetings to ensure transparency, accessibility, and compliance with Alaska law.
 - a) **Remote Attendance:**
 - i) Board and committee members may attend meetings remotely using an approved live meeting/streaming service.
 - ii) Remote attendance counts towards quorum requirements.

- iii) Board and committee members will have cameras on at roll call, speaking, voting, and as often as technology and internet quality allow.
 - b) Meeting Access and Venue:**
 - i) The SLCC Board will use a live meeting/streaming service that can accommodate civic and code requirements.
 - ii) Meeting access details will be posted on the SLCC website and other channels at least 24 hours in advance for members and the public.
 - c) Live Streaming:**
 - i) All board and committee meetings will be live streamed as technology and service allow.
 - ii) The public can access the live stream link on the SLCC website.
 - d) Recording of Meetings:**
 - i) All meetings will be recorded.
 - ii) Recordings will be available on the SLCC website within three business days after the meeting.
 - e) Public Participation:**
 - i) The live-streaming platform will allow for public participation.
 - ii) Remote attendees can provide comments and participate in discussions as if present in person.
 - f) Technical Support:**
 - i) The SLCC Board will provide technical support for live streaming and recording services on the SLCC-managed website.
 - ii) Efforts will be made to resolve technical issues promptly.
 - g) Compliance and Review:**
 - i) This policy will be reviewed annually for compliance with Alaska law and will be updated based on feedback.
 - ii) The SLCC Board may amend this policy as needed.
- 3) **Quorums:** Quorums shall consist of the following:
- a) A majority of the seated members of the board or committee.
 - b) Once a quorum has been established, business may be conducted for the remainder of the meeting.
 - c) All meetings shall be recorded and reported at the next Meeting, and minutes will be available on the SLCC website or upon request by any Members.

- 4) **Membership Meetings:** A minimum of four meetings shall be held yearly, with specific provisions for the annual election, meeting scheduling, duration, and minutes presentation.
 - a) The board members' annual election shall occur during the 4th quarter (Oct-Dec) Membership meeting.
 - b) Membership meetings will be conducted on the first Monday of each month at the designated time unless otherwise noted due to holidays.
 - c) Membership meetings will run for one (1) hour. If necessary, two (2) thirty (30) minute extensions will be allowed if voted on and passed by a simple majority of the board or Members present.
 - d) Minutes shall be taken and presented to the membership at the next scheduled Membership meeting.
- 5) **Special Membership Meetings:** Special meetings can be convened by member petition or board majority, focusing only on the petitioned business, with subsequent reporting.
 - a) A special membership meeting may be called by written petition from ten percent (10%) of SLCC Members or by a majority of the SLCC Board.
- 6) **Board Meetings:** The Board meets annually, with provisions for additional meetings.
 - a) A quorum consisting of a majority of Board members may pass initial bylaws without conducting other business, with minutes taken and reported at the next meeting.
 - b) A quorum consisting of a majority of Board members may call a civil emergency decision-making and reporting meeting by any member of the Board. Minutes must be taken and reported at the next Member meeting.
 - c) Board meetings can be called by the Chair or a majority of the board.
 - d) No SLCC official actions or passing of agenda items shall be taken by any board or committee members without a quorum and minutes taken.
- 7) **Work Sessions:** Work sessions for specific discussions may be convened without conducting other business, with no motion, minutes taken, and reported at the next meeting.
- 8) **Committee Meetings:** Committees meet to address assigned matters, requiring a quorum, and report their findings to the Membership.

ARTICLE VIII: VOTING

- 1) **Voting Eligibility:** Members in good standing are entitled to vote, with eligibility challenges and verification procedures in place.
 - a) Any Member's eligibility may be challenged. The challenge must be made before the chair announces the vote's result. Eligibility will be verified by consulting the current Membership Roster.

- 2) **Voting Proxy:** Proxies are permitted with restrictions on the number each member may hold and requirements for written signed proxies.
 - a) Each Member or Member's proxy may cast a vote.
 - b) Each Member may only carry one proxy.
 - c) Members wishing to use a proxy to vote for their position must provide the SLCC Chair with a written and signed proxy, which will be valid for ninety (90) days from the date of signature. A sample proxy form is available on the SLCC website.
- 3) **Voting Methods:** Methods can occur in various formats, including in-person, tele-video, and absentee, with a majority rule principle unless otherwise specified, including provisions for tie-breaking and recording of results.
 - a) The SLCC Board may, from time to time, allow absenteeism by written and signed ballot. In such cases, Members will be notified of the opportunity at least 60 days in advance and will be provided clear instructions, ballots, and deadlines for absenteeism.
 - b) A simple majority will rule unless otherwise stated in the bylaws or Robert's Rules of Order.
 - c) The majority's vote will constitute the Membership's binding decision.
 - d) Any vote result may be challenged as per Robert's Rules of Order.
 - e) In the case of a tie, the Chair will cast the deciding vote.
 - f) All results will be recorded in the meeting minutes.

ARTICLE IX: BOARD MEMBERS

- 1) **Board Composition and Authority:** The SLCC shall be governed by a Board consisting of at least four (4) officers and an additional three (3) members-at-large. The Board shall propose rules and regulations for SLCC management, adhering to applicable laws, the Articles of Incorporation, and these Bylaws. A majority of the present Members' vote is required to pass proposals.
- 2) **Qualifications:** Board members must be current Members in good standing and meet the criteria as stated in ARTICLE VI: MEMBERS & RESIDENTS RESPONSIBILITIES
- 3) **Selection of Board Members:** The election of Board members shall take place at a general membership meeting in the fourth quarter, between October and December.
 - a) Newly elected Board members shall be selected by the majority of the Members.
 - b) The new term shall begin January 1st.
 - c) Positions elected are Chair, Vice Chair, Secretary, Treasurer, and (3) Member-At-Large.
 - d) No Board member may hold more than one position simultaneously.

- 4) **Nominations:** The Board shall appoint a Nominating committee by the September Membership meeting and present nominees for vote in the fourth quarter Membership meeting between October and December. Floor nominations are permitted with the nominee's consent.
- 5) **Elections:**
 - a) Board member elections occur bi-annually on even years for Chair, Vice Chair, Secretary, and Treasurer.
 - b) Elections will occur annually on odd years for (3) Member-At-Large positions.
 - c) Outgoing officers provide ninety (90) days of advisory support to successors. Unfilled positions may extend terms by thirty (30) days through a majority vote.
- 6) **Terms and Compensation:** Board members may serve consecutively for two terms. Compensation is not provided, but reimbursements for SLCC expenses are allowed within set limits.
- 7) **Attendance:** Board members must notify of absences in advance. Consecutive unexcused absences may lead to censure or removal.
- 8) **Vacancies:** Vacancies due to relocation or loss of membership status are filled by Membership approval after interim appointments by the Chair. Chair vacancies prompt an immediate Board restructuring. Within ninety (90) days, a new Board member shall be elected for the remainder of the vacated member's term.
- 9) **Conflict of Interest:** To ensure that all decisions made by the Community Council (the "Council") are free from undue influence resulting from individual members' personal or financial interests, the Council establishes guidelines for handling conflicts of interest to protect the integrity of its operations.
 - a) **Definition of Conflict of Interest:** A conflict of interest arises when a Council member's personal, familial, or financial interests could interfere with their ability to act impartially in the Council's best interest. Examples include:
 - i) Having a direct or indirect financial interest in any transaction or arrangement the Council considers.
 - ii) Holding a position with another organization that competes or contracts with the Council.
 - iii) Involvement in an activity that impairs the member's objectivity or independence.
 - b) **Duty to Disclose:** Council members must promptly disclose any actual, potential, or perceived conflicts of interest and file an SLCC Conflict-of-interest Disclaimer form with the Chair or designated compliance officer before participating in related discussions or decisions.

- c) **Review and Recusal:**
 - i) **Initial Review:** The Chair or designated compliance officer will evaluate the disclosed information to determine whether a conflict exists.
 - ii) **Board Determination:** If a conflict is determined, the Council members involved will recuse themselves from discussions or votes related to the issue and will leave the meeting room during deliberation.
 - iii) **Recordkeeping:** Meeting minutes will reflect the nature of the conflict, the members' recusal, and the decision made.
 - d) **Annual Disclosure:** Each Council member will sign a Conflict-of-Interest Disclaimer Statement annually. This statement must:
 - i) Confirm the member has read and understands the Conflict-of-Interest Policy.
 - ii) Disclose any potential conflicts of interest or affirm that none exist.
 - e) **Violations:** If a Council member is found to have knowingly failed to disclose a conflict or participated in a prohibited activity, the Council may take corrective action, including removal from the Council, following a fair process.
 - f) **Amendments:** A majority vote of the Council may amend this policy.
- 10) **Complaints and Disciplinary Actions:** The Board will take complaints seriously, and no retaliation against any person or group will be tolerated or allowed.
- a) A complaint must be in the form of a letter with the original signature and given to the current board Secretary. If the Secretary is the subject of the concern, it will be given to the Chair.
 - b) The concerned member must hand-deliver this letter to a membership meeting. If the complainant will not attend the next meeting or the matter must be addressed immediately, a complaint may be delivered via the US Postal Service before the next Membership meeting. All complaints must begin with an attempt at reconciliation.
 - c) The Board shall review the complaint for at least (21) days to review and address the members' concerns unless it requires immediate action. If the concern is valid, the Board can call an executive session at that meeting, or the matter will be investigated, and the Board shall bring its findings to the Membership at the next regular or special meeting.
 - i) The accused Board member shall have the same amount of time as the Board to prepare a rebuttal. Provisions shall be made on that meeting's agenda for the findings and any rebuttal.
 - d) The Board shall appoint an ad hoc investigating committee for these deliberations.

- e) Removal shall be by a two-thirds (2/3) vote of eligible Members present at a regular or special meeting.
 - f) If removed, the Board member shall return all legal documents, passwords, and property belonging to the community council, including any keys.
 - g) Censuring Provisions shall be made on the regular meeting's agenda addressing the complaint and possible censuring of the Board member.
 - h) The complaint is brought before the Membership, which votes on whether to censure the Board member.
 - i) Censure shall be by a two-thirds (2/3) vote of Members present at the regular or special Membership meeting.
 - j) Any Board member may be removed for improper conduct. Improper conduct includes but is not limited to, illegal activities, non-performance of duties of office, activities that put the 501(c)(4) status at risk, excessive unexcused absenteeism, performing outside the scope and/or authority of office, or disregarding the direction of the Board or membership. For a more comprehensive list of improper conduct, see Robert's Rules of Order.
 - k) Any Board member may be removed for any violation of SLCC bylaws in accordance with established procedures.
 - l) Any Board member may be removed if three (3) consecutive unexcused absences constitute a vacancy.
 - m) Any Board member who violates ARTICLE XV — REPRESENTATION of the SLCC shall be subject to censure.
- 11) Board Role and Responsibilities:** The Board shall have supervision of the affairs and act in the best interests of the SLCC. The Board may meet as necessary in person or electronically.
- a) In a time-sensitive matter, the Board may make decisions and take action until the assembly can be appropriately notified and approve the decision.
 - b) Board members are expected to familiarize themselves with parliamentary procedure and bylaws.
 - c) **Chair**
 - i) Call and preside over all Membership, Special, and Board meetings.
 - ii) See that all bylaws, resolutions, motions, policies, and procedures adopted by the SLCC are enforced and/or executed.

iii) Establish the meeting agenda. The Chair shall query Board members for agenda items. Membership may request agenda items through any Board member.

(a) Execute all contracts and other instruments which the Membership shall have first approved.

(b) As an ex-officio member of all committees, the Chair may attend any committee meeting except the Nominating Committee.

iv) Appoint an interim Chair until the Nominating committee meets to vote for a permanent Chair.

d) Vice Chair

i) Assist the Chair in representing the council to the community.

ii) Assume the duties of the Chair during Chair absences according to Robert's Rules of Order.

iii) Serve as parliamentarian.

e) Secretary

i) Charged with causing the minutes to be taken during membership and Board meetings. Committee chairs will appoint a committee member to take the minutes of that meeting and forward those minutes to the Board Secretary for storage.

ii) Immediately after an election, complete paperwork in a timely manner and notify all borough and state agencies regarding the change of officers as necessary.

iii) See that all notices are duly given in accordance with these bylaws and local/state requirements.

iv) Serve as correspondence Secretary as necessary.

v) Coordinate with the Chair to create monthly membership meeting agendas.

vi) Pick up and distribute SLCC mail to appropriate Board members in a timely manner.

vii) Keep a register of membership contact information voluntarily provided by all members. This information will only be used for SLCC business and will not be given out or shared with any other organization, business, or person.

viii) Have charge of all SLCC administrative, financial, and historical documentation in accordance with all local, State, and Federal records retention schedules. Documents will be stored electronically in a system with backup redundancy.

- ix) Maintain a calendar for filing deadlines and other pertinent information affecting the SLCC's business and notify appropriate Board members.
- x) Count all ballots.
- xi) Upon expiration of their term, they must turn over all documents and records and relinquish all passwords to their successor.
- f) **Treasurer**
 - i) Manage the SLCC financial records. A copy of all documents will be stored electronically in a system with backup redundancy.
 - ii) Renew non-profit 501(c)(4) status as required by law.
 - iii) Prepare a Balance Sheet for each monthly meeting and an annual Profit & Loss Report.
 - iv) File all necessary IRS and fiduciary forms as federal, state, and local governments require.
 - v) As a Finance committee member shall assist in preparing a proposed budget.
 - vi) Upon expiration of their term, they shall turn over all documents, passwords, and records to their successor. Within sixty (60) days after the expiry of their term, the current Treasurer, new Treasurer, and two (2) appointed Board members must review accounting. After the review is completed, the results will be presented to the Membership at the next meeting.
- g) **Member at Large**
 - i) Assist in various support duties.

ARTICLE X: COMMITTEES

- 1) **Powers and Committee Operations:** Establishes the formation, conduct, and reporting of Standing and Special Committees, including public participation, meeting notices, and the roles of committee chairs and members.
 - a) Standing and Special Committees shall meet to consider or investigate certain matters or subjects and report their findings to the SLCC Board and Membership.
 - b) Only business assigned to the committee by the SLCC Board shall be conducted at the committee meeting.
 - c) All committee meetings are open to the public, but there is no right to public participation. The chair will determine the active involvement of people other than committee members in the meeting.
 - d) The committee chair schedules meetings as needed, assures adequate public notice through the MatSu Borough (the Secretary can assist with this), notifies committee members, establishes meeting rules, and keeps the Board advised of committee activities.

- e) The committee chair ensures that the minutes of committee meetings are prepared and has the authority to approve them. Upon approval, the chair submits the minutes to the Secretary for record retention. The Secretary provides copies of all committee meeting minutes to the MatSu Borough.
 - f) The committee chair may recruit expert help or knowledgeable person(s) to help them better perform their duties. None of these people will have rights, as their purpose is to advise and assist the Committee.
 - g) If there is no interim committee chair, the committee shall elect the chair at the first meeting.
 - h) Ex-officio members shall not vote.
- 2) **Standing Committees:** The committee's members shall be appointed by the Board but shall be open to any Members wishing to serve on the committee, subject to position openings and Board approval.
- a) Committees may be formed subject to the needs of the SLCC.
- 3) **Bylaws Committee:**
- a) Receives and evaluates requests for changes to bylaws from SLCC members.
 - b) Updates bylaws as necessary.
 - c) Provide updated and ratified bylaws to the Secretary for presentation to the MatSu Borough.
- 4) **Finance Committee:**
- a) Prepare a proposed budget for SLCC.
 - b) Oversee grants or funding programs, such as the State of Alaska Community Assistance Program.
 - c) Any fundraising efforts shall pass through the Finance Committee.
 - d) Oversee arranging a third-party audit when necessary and make findings available to the Board and Membership.
- 5) **Nominating Committee:**
- a) Recruit potential candidate(s) for Board positions.
 - b) Ascertain eligibility of potential candidate(s) for Board positions.
 - c) Present candidate(s) for election at a Membership Meeting.
 - d) Validate voters' eligibility.
 - e) Assist as needed during the election process at the direction of the Board.

6) Special (ad hoc) Committees:

- a) The Board may create special committees to act on behalf of the community council in areas of particular interest.
- b) The Board shall appoint committee members from the Membership.
- c) Special committees shall be automatically dissolved when their assignment is complete.
- d) At the time of the Board's annual meeting, all special committees will be reviewed and continued if warranted.

ARTICLE XI: FINANCES

1) Financial Management and Reporting: This department governs fund collection, expenditure, reporting, and auditing processes to ensure transparency and accountability.

- a) Funds collected by the SLCC shall be deposited into an official SLCC-named account at an established bank or credit union.
- b) Funds shall be distributed only to further the legitimate purpose of the SLCC.
- c) Expenses over \$1000 will require two (2) signatures. The Treasurer, Chair, Vice Chair, and Secretary are authorized signatories.
- d) Funds shall be used to fund operating and administrative expenses.
- e) At each regular meeting, a financial report showing all receipts and expenditures from the last report shall be made, signed by the Treasurer, and acknowledged by the Chair.
- f) At the beginning of each calendar year, the Treasurer shall prepare an annual financial report with supporting documentation for the board's review and approval and file it in the electronic administrative file.
- g) A budget for the upcoming calendar year shall be drafted thirty (30) days prior to the fourth quarter Board Meeting to approve the budget by a majority vote of the Board.
- h) The Board shall present it to the Membership at the January meeting.
- i) SLCC may not receive voluntary contributions in excess of the amount determined by Borough regulations to meet its operating costs.

ARTICLE XII: BOOKS AND RECORDS

- 1) **Record Keeping and Public Access:** Mandates accurate and accessible record-keeping for SLCC activities and financial transactions.
 - a) SLCC shall keep correct and complete books and records, which are stored and passed on by the appropriate Board Members in charge.
 - b) SLCC shall make all financial and administrative records available for public inspection.
 - c) SLCC shall retain Federal and State records according to their retention schedules.

ARTICLE XIII: PARLIAMENTARY AUTHORITY

- 1) **Governing Meeting Conduct:** Robert's Rules of Order is adopted as the guiding framework for meeting conduct, subject to SLCC Bylaws provisions.

ARTICLE XIV: AMENDMENTS

- 1) **Bylaws Amendment Process:** This section outlines the procedure for proposing, reviewing, and on amendments to the bylaws, which require a supermajority vote.
 - a) These bylaws may be altered, amended, or repealed by the Members' supermajority (2/3) vote at a general or special Membership meeting.
 - b) The Bylaws Committee shall first review any proposed changes to these bylaws.
 - c) After review, proposed changes shall be written and distributed to the Membership at least thirty (30) days before the general or special Membership meeting where a vote will take place.

ARTICLE XV: REPRESENTATION OF THE SLCC

- 1) **Official Representation and Public Statements:** This regulation regulates the official representation of SLCC views and positions, including provisions for urgent public comments and personal viewpoints.
 - a) No Board member, Member, or Resident shall purport to represent the views or interests of the SLCC without the express authorization of the Board or of the Membership at any duly constituted meeting.
 - b) Formal resolutions and actions of the community council shall require a vote of the Membership. Once a resolution or action is authorized, the Board is authorized to carry out the necessary steps to conduct that action.
 - c) The SLCC is often requested to provide public comments on various Borough, State, or Federal projects, permit applications, initiatives, or strategies. In some cases, the comment period deadlines do not allow time for a formal meeting and subsequent vote of the

Membership. In these cases, at the discretion of the SLCC Board, the SLCC Board may provide comments aligned with their understanding of community perspectives, conduct outreach through social media to seek input from area residents and Members, and provide such comments without a vote of the Membership. In the event such action is taken, the Board will be accountable for informing residents and members no later than the next scheduled Membership meeting.

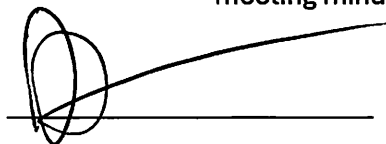
- d) When a Member speaks on behalf of the SLCC, that member shall be prepared to provide, upon request, documentation showing how the SLCC's position was obtained, including the results of votes, if any.
- e) Nothing in this section prohibits any Resident or Member from appearing on their own behalf and taking any position consistent or different from the SLCC on any matter. If there is the possibility of confusion, that individual should ensure it is clear to their audience that they represent their own views.

ARTICLE XVI: DISSOLUTION

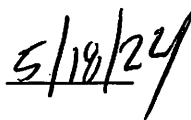
1) Dissolution Process and Asset Distribution:

- a) The SLCC may be dissolved at a general or special Membership meeting. Notice of the meeting at which a dissolution vote will be taken must be sent to each Member at least ninety (90) days prior to that meeting. The vote must be passed by a two-thirds (2/3) vote of all eligible Members present. If dissolution is favorably acted upon, all assets will be distributed to an organization of the type described in Section 501(c)(4) of the Internal Revenue Code or corresponding section of any future federal tax code and applicable borough ordinances.

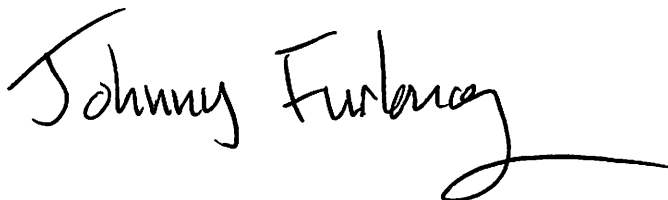
Ratification: Initial approval to proceed with this latest revision of the SOUTH LAKES COMMUNITY COUNCIL Bylaws was by a majority vote of the 2nd meeting of Membership at a Membership Meeting on May 6, 2024, and reflected in the meeting minutes.



Chair



Date





Department of Commerce, Community, and Economic Development
**CORPORATIONS, BUSINESS &
PROFESSIONAL LICENSING**

State of Alaska / Commerce /

State of Alaska
Department of Commerce, Community, and Economic Development
Division of Corporations, Business, and Professional Licensing
Confirmation

Your filing is complete. Please print and retain this page for your records.

Important entity responsibility information is available by clicking the following link: [Entity Responsibility](#).

The entity responsibility document should be printed or saved and retained for your records.

Print certificates and filed documents from the entity's detail page. [Click here](#) and scroll down to Filed Documents.

Entity Details

Entity Number: 10270560
Legal Name: South Lakes Community Council
Filing Type: Creation Filing - Domestic Nonprofit Corporation

Payment Information

Receipt Number: 100800874
Receipt Date: 5/15/2024 5:51:30 PM
Payer Name: Johnny Furlong
Payment Amount: 50.00

Alaska Entity #10270560

State of Alaska
Department of Commerce, Community, and Economic Development
Corporations, Business, and Professional Licensing

Certificate of Incorporation

The undersigned, as Commissioner of Commerce, Community, and Economic Development of the State of Alaska, hereby certifies that a duly signed and verified filing pursuant to the provisions of Alaska Statutes has been received in this office and has been found to conform to law.

ACCORDINGLY, the undersigned, as Commissioner of Commerce, Community, and Economic Development, and by virtue of the authority vested in me by law, hereby issues this certificate to

South Lakes Community Council



IN TESTIMONY WHEREOF, I execute the certificate and affix the Great Seal of the State of Alaska effective **May 15, 2024**.

A handwritten signature in black ink, appearing to read "Julie Sande".

Julie Sande
Commissioner



THE STATE
of
ALASKA

Department of Commerce, Community, and Economic Development
 Division of Corporations, Business, and Professional Licensing
 PO Box 110806, Juneau, AK 99811-0806
 (907) 465-2550 • Email: corporations@alaska.gov
 Website: corporations.alaska.gov

FOR DIVISION USE ONLY

Web-5/15/2024 5:50:15 PM

Articles of Incorporation
Domestic Nonprofit Corporation

1 - Entity Name

Legal Name: South Lakes Community Council

2 - Purpose

2.76.020 PURPOSE. (A) The purpose of this chapter is to provide a direct and continuing means of citizen participation in government and local affairs. Community councils are intended to give: (1) the people a method to work together for expression and discussion of their opinions, needs and desires in a manner that will have an impact on their community's development and services; (2) governmental agencies a method for receiving opinions, needs, desires and recommendations of residents and groups; (3) local governing bodies an improved basis for decision-making and assignment of priorities for all capital improvements and governmental programs affecting community development and individual well-being.

3 - NAICS Code

813410 - CIVIC AND SOCIAL ORGANIZATIONS

4 - Registered Agent

Name: Genevieve Owens

Mailing Address: 1440 N. Landmark Dr., Palmer, AK 99645

Physical Address: 1440 N. Landmark Dr., Palmer, AK 99645

5 - Entity Addresses

Mailing Address: 1440 N. Landmark Dr., Palmer, AK 99645

Physical Address: 1440 N. Landmark Dr., Palmer, AK 99645

6 - Officials

| Name | Address | % Owned | Titles |
|-----------------|---|---------|--------------|
| Johnny Furlong | 950 N Richmond Ln, Palmer, AK 99645 | | Director |
| Daniel Kennedy | 4701 E. Shoreline Cir., Wasilla, AK 99654 | | Director |
| Genevieve Owens | 1440 N. Landmark Dr., Palmer, AK 99645 | | Director |
| Johnny Furlong | | | Incorporator |
| Daniel Kennedy | | | Incorporator |
| Genevieve Owens | | | Incorporator |

Name of person completing this online application

This form is for use by the named entity only. Only persons who are authorized by the above Incorporator(s) of the named entity may make changes to it. If you proceed to make changes to this form or any information on it, you will be certifying under penalty of perjury that you are authorized to make those changes, and that everything on the form is true and correct. In addition, persons who file documents with the commissioner that are known to the person to be false in material respects are guilty of a class A misdemeanor. Continuation means you have read this and understand it.

Name: Johnny Furlong



THE STATE
 of ALASKA

Department of Commerce, Community, and Economic Development
 Division of Corporations, Business, and Professional Licensing
 PO Box 110806, Juneau, AK 99811-0806
 (907) 465-2550 • Email: corporations@alaska.gov
 Website: corporations.alaska.gov

FOR DIVISION USE ONLY

Domestic Nonprofit Corporation
Initial Biennial Report

Entity Name: South Lakes Community Council
Entity Number: 10270560
Home Country: UNITED STATES
Home State/Prov.: ALASKA
Physical Address: 1440 N. LANDMARK DR., PALMER, AK 99645
Mailing Address: 1440 N. LANDMARK DR., PALMER, AK 99645

Registered Agent information cannot be changed on this form. Per Alaska Statutes, to update or change the Registered Agent information this entity must submit the Statement of Change form for this entity type along with its filing fee.
Name: Genevieve Owens
Physical Address: 1440 N. LANDMARK DR., PALMER, AK 99645
Mailing Address: 1440 N. LANDMARK DR., PALMER, AK 99645

Officials: The following is a complete list of officials who will be on record as a result of this filing.

- Provide all officials and required information. Use only the titles provided.
- Four (4) Mandatory Officers, who must be individuals: this entity must have a President, Vice-President, Secretary, and Treasurer. Two or more offices may be held by the same individual, except the offices of President and Secretary cannot be the same individual.
- Three (3) Mandatory Directors, who must be individuals. The number of directors must be at least three (3).

| Full Legal Name | Complete Mailing Address | Assistant Secretary | Assistant Treasurer | Director | President | Secretary | Treasurer | Vice President |
|-------------------|---|---------------------|---------------------|----------|-----------|-----------|-----------|----------------|
| Johnny Furlong | 950 N RICHMOND LN, PALMER, AK 99645 | | | X | X | | | |
| Susanna Biederman | 745 N. Bunker Hill St., Wasilla, AK 99654 | | | | | | X | |
| Daniel Kennedy | 4701 E. SHORELINE CIR., WASILLA, AK 99654 | | | X | | | | X |
| Genevieve Owens | 1440 N. LANDMARK DR., PALMER, AK 99645 | | | X | | X | | |

If necessary, attach a list of additional officers on a separate 8.5 X 11 sheet of paper.

NAICS Code: 813410 - CIVIC AND SOCIAL ORGANIZATIONS

New NAICS Code (optional):

This form is for use by the named entity only. Only persons who are authorized by the above Official(s) of the named entity may make changes to it. If you proceed to make changes to this form or any information on it, you will be certifying under penalty of perjury that you are authorized to make those changes, and that everything on the form is true and correct. In addition, persons who file documents with the commissioner that are known to the person to be false in material respects are guilty of a class A misdemeanor. Continuation means you have read this and understand it.

Name: Johnny Furlong

South Lakes Community Council
SPECIAL CALLED BOARD MEETING AGENDA

CRUMBLY BAKERY
4931 E MAYFLOWER LN
WASILLA, AK 99654

TYPE OF MEETING: SPECIAL BOARD TIME: 7:00 PM DATE: 05/15/2024

- I. CALL TO ORDER
- II. ROLL CALL
 - A. Chair – Johnny Furlong
 - B. Vice Chair – Dan Kennedy
 - C. Secretary – Genevieve Owens
 - D. Treasurer – Susanna Biederman
 - E. At-Large – Lance Nielson
 - F. At-Large – Lacey Furlong
 - G. At-Large – Terry Ann Roth
- III. APPROVAL OF AGENDA
 - A. SLCC BYLAWS
- IV. PLEDGE OF ALLEGIANCE
- V. PUBLIC COMMENT (THREE MINUTES EACH PERSON)
- VI. NEW BUSINESS
 - A. SLCC BYLAWS
- VII. ADJOURNMENT

**South Lakes Community Council
SPECIAL CALLED BOARD MEETING MINUTES
Crumbly Bakery
4931 E. Mayflower LN
Wasilla, AK 99654**

TYPE OF MEETING: Special Board **TIME:** 7:00PM **DATE:** 05/15/2024

- I. CALL TO ORDER- Johnny Furlong 7:11PM
- II. ROLL CALL
 - A. Chair- Johnny Furlong (Present)
 - B. Vice Chair- Dan Kennedy (Present)
 - C. Secretary- Genevieve Owens (Present)
 - D. Treasurer- Susanna Biederman (Present)
 - E. At-Large- Lance Nielson (Absent)
 - F. At-Large- Lacey Furlong (Present via Zoom)
 - G. At-Large- Terry Ann Roth (Present via Zoom)
- III. APPROVAL OF AGENDA
 - A. SLCC BYLAWS
Motion to approve agenda put forward by Dan Kennedy and second by Susanna Biederman. No discussion. Motion to approve agenda passed with none opposed.
- IV. PLEDGE OF ALLEGIANCE
All in attendance participated
- V. PUBLIC COMMENT (Three (3) minutes each person)
No public comment
- VI. NEW BUSINESS
 - A. SLCC BYLAWS
Proposed amendments:

ARTICLE III MEMBERSHIP

- 2) Membership: Residents can become Members and obtain rights through a simple registration process and pay annual dues of Ten dollars (\$10.00).

Motion to amend ARTICLE III MEMBERSHIP 2) Membership, put forward by Johnny Furlong and second by Dan Kennedy. No discussion. Motion to amend ARTICLE III MEMBERSHIP 2) Membership passed with none opposed.

ARTICLE VII MEETINGS AND WORK SESSIONS

- 1) Powers and Meeting Requirements: SLCC meetings are governed by the Alaska Open Meetings Act, which requires public openness and notice. Robert's Rules of Order shall guide meeting conduct, with a quorum defined for Committee meetings. All Meetings are open to the public and are to be posted at least fourteen (14) days before the meeting date on the official Matsu Borough website but are not restricted to only to this site.

<https://matsugov.us/boards/south-lakes-community-council>

Motion to amend ARTICLE VII MEETINGS AND WORK SESSIONS 1) Powers and Meeting Requirements, put forward by Genevieve Owens and second by Dan Kennedy. No discussion. Motion to amend ARTICLE VII MEETINGS AND WORK SESSIONS 1) Powers and Meeting Requirements passed with none opposed.

ARTICLE VII: MEETINGS AND WORK SESSIONS

- 2) South Lakes Community Council Board Live Stream and Recording:
 - f) Technical Support:
 - i) The SLCC Board will provide technical support for live streaming and recording services on the SLCC-managed website.

Motion to amend ARTICLE VII: MEETINGS AND WORK SESSIONS 2) South Lakes Community Council Board Live Stream and Recording, f) Technical Support, i), put forward by Johnny Furlong and second by Dan Kennedy. No discussion. Motion to amend ARTICLE VII: MEETINGS AND WORK SESSIONS 2) South Lakes Community Council Board Live Stream and Recording, f) Technical Support, i), passed with none opposed.

ARTICLE VII: MEETINGS AND WORK SESSIONS

- 6) Board Meetings:
 - 4. No SLCC official actions or passing of agenda items shall be taken by any board or committee members without a quorum and minutes taken.

Motion to amend ARTICLE VII: MEETINGS AND WORK SESSIONS, 6) Board Meetings, 4., put forward by Genevieve Owens and second by Dan Kennedy. No discussion. Motion to amend ARTICLE VII: MEETINGS AND WORK SESSIONS, 6) Board Meetings, 4., passed with none opposed.

ARTICLE IX: BOARD MEMBERS

- 3) Selection of Board Members: The election of Board members shall take place at a general membership meeting in the fourth quarter, between October and December.

Motion to amend ARTICLE IX: BOARD MEMBERS, 3), put forward by Johnny Furlong and second by Dan Kennedy. No discussion. Motion to amend ARTICLE IX: BOARD MEMBERS, 3), passed with none opposed.

ARTICLE IX: BOARD MEMBERS

- 8) Vacancies due to relocation or loss of membership status are filled by Membership approval after interim appointments by the Chair. Chair vacancies prompt an immediate Board restructuring. Within ninety (90) days, a new board member shall be elected for the remainder of the vacated member's term.

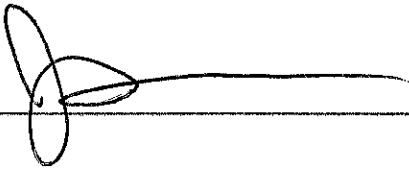
Motion to amend ARTICLE IX: BOARD MEMBERS, 8), put forward by Johnny Furlong and second by Dan Kennedy. No discussion. Motion to amend ARTICLE IX: BOARD MEMBERS, 8), passed with none opposed.

ARTICLE XI: FINANCES

g) A budget for the upcoming calendar year shall be drafted thirty (30) days prior to the fourth quarter Board meeting to approve the budget by a majority vote of the Board.

Motion to amend ARTICLE IX: FINANCES, g), put forward by Johnny Furlong and second by Susanna Biederman. No discussion. Motion to amend ARTICLE IX: FINANCES, g), passed with none opposed.

VII. ADJOURNMENT- Johnny Furlong 8:29PM

Johnny Furlong
Chairman, SLCC  Date 5.27.24

Attested by
Genevieve Owens
Secretary, SLCC  Date 5/27/24

South Lakes Community Council
SPECIAL CALLED BOARD MEETING AGENDA
5000 E Shennum Dr
Wasilla, AK 99654

TYPE OF MEETING: SPECIAL BOARD TIME: 12:00 PM DATE: 05/18/2024

- I. CALL TO ORDER
- II. ROLL CALL
 - A. Chair – Johnny Furlong
 - B. Vice Chair – Dan Kennedy
 - C. Secretary – Genevieve Owens
 - D. Treasurer – Susanna Biederman
 - E. At-Large – Lance Nielson
 - F. At-Large – Lacey Furlong
 - G. At-Large – Terry Ann Roth
- III. APPROVAL OF AGENDA
 - A. SLCC BYLAWS
- IV. PLEDGE OF ALLEGIANCE
- V. PUBLIC COMMENT (THREE MINUTES EACH PERSON)
- VI. NEW BUSINESS
 - A. SLCC BYLAWS
- VII. ADJOURNMENT

**South Lakes Community Council
SPECIAL CALLED BOARD MEETING MINUTES
5000 E. Shennum Dr.
Wasilla, AK 99645**

TYPE OF MEETING: Special Board **TIME:** 12:00PM **DATE:** 05/18/2024

- I. CALL TO ORDER- Chairman Johnny Furlong 12:09pm
- II. ROLL CALL
 - A. Chair- Johnny Furlong (Present)
 - B. Vice-Chair- Dan Kennedy (Present)
 - C. Secretary- Genevieve Owens (Present)
 - D. Treasurer- Susanna Biederman (Present)
 - E. At-Large – Lance Nielson (absent)
 - F. At-Large – Lacey Furlong (absent)
 - G. At-Large – Terry Ann Roth (Present)
- III. APPROVAL OF AGENDA
 - A. SLCC BYLAWS
Motion to approve agenda put forward by Johnny Furlong and second by Dan Kennedy. No discussion. Motion to approve agenda passed with none opposed.
- IV. PLEDGE OF ALLEGIANCE
Not performed at this meeting
- V. PUBLIC COMMENT (Three (3) minutes each person)
No public comments
- VI. NEW BUSINESS
 - A. SLCC BYLAWS
Proposed amendments:
Article III: MEMBERSHIP
 - 2) Membership: Residents can become Members and obtain rights through a simple registration process and pay annual dues of ten (\$10.00) dollars.
Article IX: BOARD MEMBERS
 - 4) Nominations: The Board shall appoint a Nominating Committee by the September Membership meeting and present nominees for vote in the fourth quarter Membership meeting between October and December. Floor nominations are permitted with the nominee's consent.
 - 10) Complaints and Disciplinary Actions
 - f) If removed, the Board member shall return all legal documents, passwords, and property belonging to the community council, including any keys.
 - 11) Board Role and Responsibilities
 - f) Treasurer
 - vi) Upon expiration of their term, they shall turn over all documents, passwords, and records to their successor. Within sixty (60) days after the expiry of their term, the current Treasurer, new Treasurer, and two (2) appointed Board members must review accounting. After the review is completed, the results will be presented to the Membership at the next meeting.

Motion put forward to approve proposed amendments of the SLCC bylaws by Johnny Furlong and seconded by Genevieve Owens. No discussion. Motion to approve proposed amendments of SLCC bylaws passed with none opposed.

VII. ADJOURNMENT- Johnny Furlong 12:21pm

Johnny Furlong
Chairman, SLCC

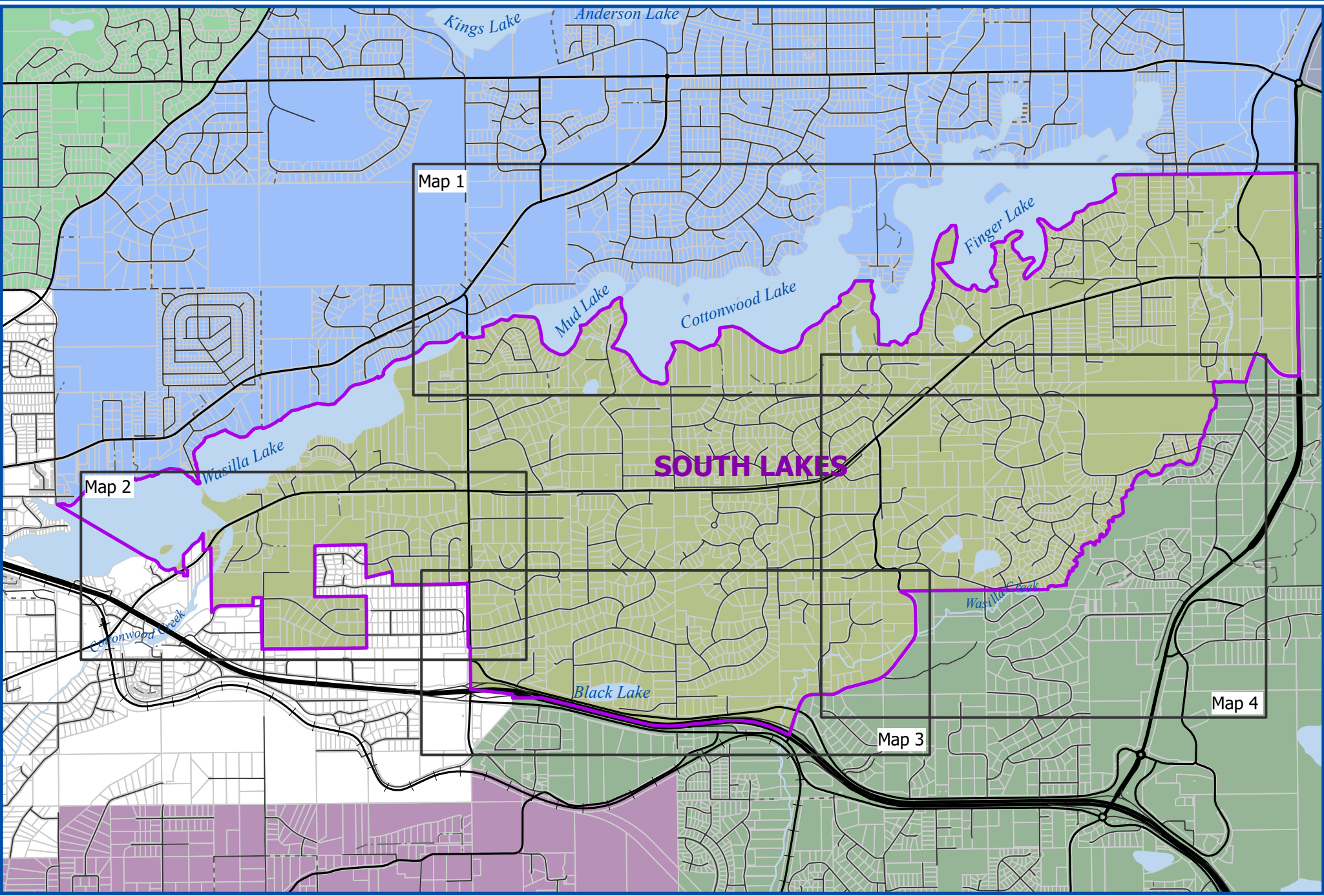


Date: 5-27-24

Attested by
Genevieve Owens
Secretary, SLCC

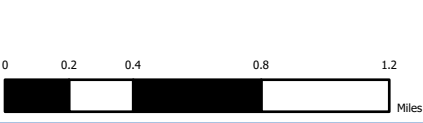


Date: 5/27/24



SOUTH LAKES

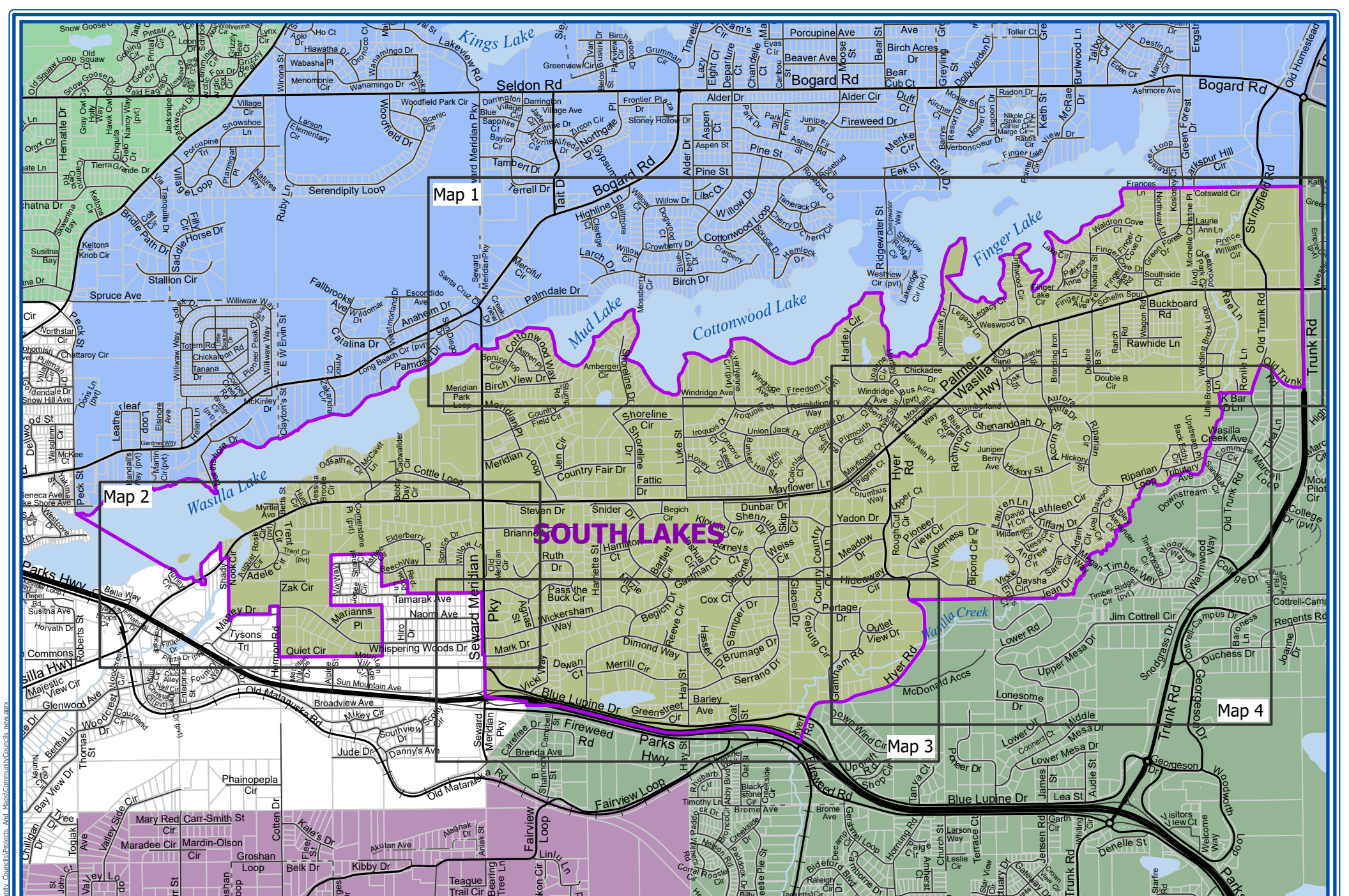
South Lakes Community Council



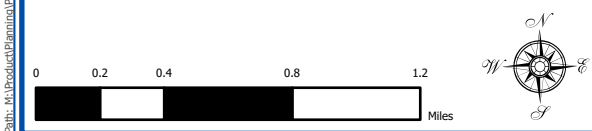
| Community Councils | | Roads | | Primitive | |
|---|--|---|---|---|---|
| Farm Loop | North Lakes | Highway | Primitive | Private | Not Constructed |
| Gateway | South Lakes | Major or Medium | Minor | | |
| Knik-Fairview | South Lakes CC Boundary | | | | |



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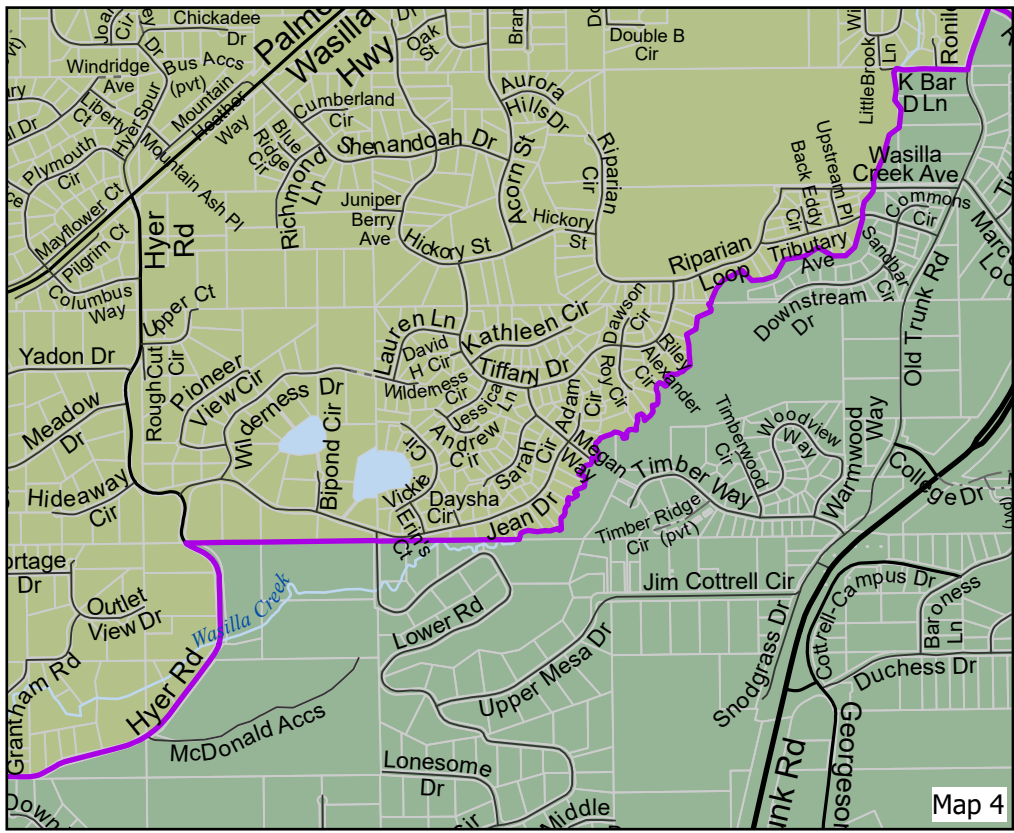
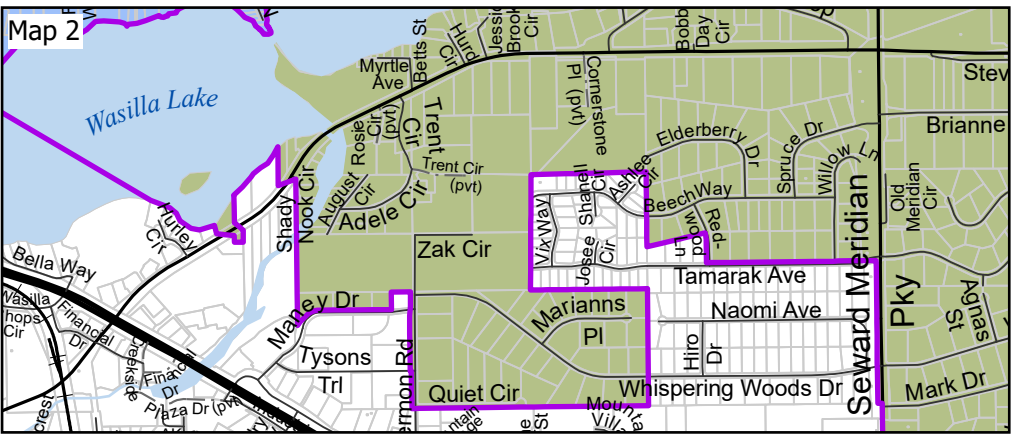
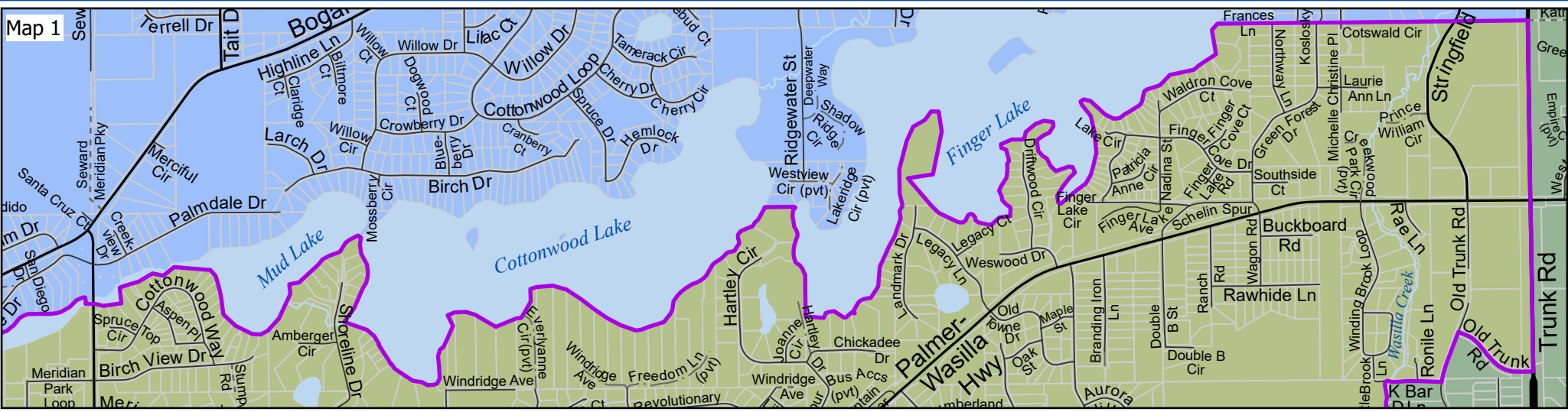
South Lakes Community Council



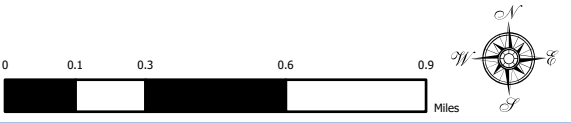
| Community Councils | | Roads | | Primitive | |
|--------------------|--------------------------------|-------|-----------------|-----------|-----------------|
| | North Lakes | | Highway | | Primitive |
| | South Lakes | | Major or Medium | | Private |
| | Tanaina | | Minor | | Not Constructed |
| | South Lakes CC Boundary | | | | |
| | Farm Loop | | | | |
| | Gateway | | | | |
| | Knik-Fairview | | | | |



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South Lakes Community Council



| | | | |
|---------------|--------------------------------|-----------------|-----------------|
| Farm Loop | North Lakes | Highway | Primitive |
| Gateway | South Lakes | Major or Medium | Private |
| Knik-Fairview | Tanaina | Minor | Not Constructed |
| | South Lakes CC Boundary | | |



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Action:

**MATANUSKA-SUSITNA BOROUGH
RESOLUTION SERIAL NO. 24-067**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY
REACTIVATING THE SOUTH LAKES COMMUNITY COUNCIL.

WHEREAS, Section 2.76.020 of borough code provides for the establishment of community councils to afford citizens an opportunity for maximum community involvement and self-determination; and

WHEREAS, the South Lakes Community Council last submitted minutes to the Clerk's office in January 2003; and

WHEREAS, the South Lakes Community Council boundary was updated on April 16, 2019; and

WHEREAS, South Lakes residents have submitted all the necessary documentation to demonstrate compliance with the requirements set forth in MSB 2.76 for recognition; and

WHEREAS, the Planning Commission held a public hearing on July 15, 2024 and adopted Resolution No. 24-14 recommending Assembly approval of reactivation.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Assembly hereby reactivates the South Lakes Community Council and affirms the boundaries adopted in 2019 by RS 19-037.

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

EDNA DeVRIES, Borough Mayor

ATTEST:

LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

DRAFT

By: Julie Spackman
Introduced: 6/17/2024
Public Hearing: 7/15/2024
Action:

**MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 24-14**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION RECOMMENDING THE ASSEMBLY REACTIVATE THE SOUTH LAKES COMMUNITY COUNCIL.

WHEREAS, Section 2.76.020 of the borough code provides for the establishment of community councils to afford citizens an opportunity for maximum community involvement and self-determination; and

WHEREAS, the South Lakes Community Council last submitted minutes to the Clerk's office in January 2003; and

WHEREAS, the South Lakes Community Council boundary was updated on April 16, 2019; and

WHEREAS, South Lakes residents have submitted all the necessary documentation to demonstrate compliance with the requirements set forth in MSB 2.76 for recognition.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby recommends the Assembly adopt a resolution reactivating the South Lakes Community Council with the boundaries approved in 2019.

ADOPTED by the Matanuska-Susitna Borough Planning Commission this 15th day of July, 2024.

CJ KOAN, Chair

ATTEST

Corinne Lindfors, Planning Clerk

(SEAL)

YES:

NO:

DRAFT



MATANUSKA-SUSITNA BOROUGH

Planning and Land Use Department

350 East Dahlia Avenue • Palmer, AK 99645


Phone (907) 861-7822

www.matsugov.us

MEMORANDUM

DATE: June 24, 2024

TO: Planning Commissioners

FROM: Alex Strawn, Planning and Land Use Director 

SUBJECT: Tentative Future PC Items

Upcoming PC Actions

Quasi-Judicial

- Houdini's Herbs – Marijuana Retail Facility; 6298B01L002 (Staff: Peggy Horton)
- The Aardvark – Alcoholic Beverage Dispensary; 1454000L001 (Staff: Peggy Horton)
- Craft Cannabis Cabin – Marijuana Retail Facility; 1842B01L007 (Staff: Rick Benedict)
- Ficklin Gravel Products LLC – Earth Materials Extraction; 16N04W03A009 (Staff: Rick Benedict)
- 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)
- Havemeister Pit – Earth Materials Extraction; 18N01E27A002, D001, & D002 (Staff: Peggy Horton)
- Big Dipper Pit – Earth Materials Extraction; 1341000T001 & 1341000T002 (Staff: Rick Benedict)
- Susitna Sungrown LLC – Standard Marijuana Cultivation Facility; 24N04W30A014 (Staff: Rick Benedict)
- Mountain Gravel – Earth Materials Extraction; 18N01E35C006 & 18N01E35C009 (Staff: Peggy Horton)
- McKenna Brothers Machen Pit – Earth Materials Extraction; 17N02W11A024 & 17N02W11A026 (Staff: Peggy Horton)

- The Ark @ Denali RV Resort – Denali Special Land Use District; U0499800L002 (Staff: Peggy Horton)
- Mount Carola – Geographic Naming Proposal; Township 31 North, Range 17 West, Section 30, Seward Meridian (Staff: Peggy Horton)
- Arkos Peak – Geographic Naming Proposal; Township 19 North, Range 2 East, Section 3, Seward Meridian (Staff: Peggy Horton)
- Souvenir Peak – Geographic Naming Proposal; Township 19 North, Range 2 East Sections 26 & 35, Seward Meridian (Staff: Peggy Horton)

Legislative

- Historic Preservation Plan (HPP) (Staff: Leda Borys)
- MSB Borough-Wide Comprehensive Plan (Staff: Alex Strawn)
- Glacier View Comprehensive Plan Update (Staff: Leda Borys)
- Corridor Studies (Staff: Julie Spackman)
- Public Transit Plan (Staff: Alex Strawn and Maija DiSalvo)
- Amending MSB 17.59 Standardize Definitions for Lake Management Regulations (Staff: Alex Strawn)
- Amending MSB 2022 Official Streets and Highway Plan (Staff: Rodney Fodge)
- Fuller Lake Lake Management Plan (Staff: Rodney Fodge)