

MATANUSKA-SUSITNA BOROUGH

350 East Dahlia Avenue, Palmer, Alaska 99645 – 907-861-7874

PLATTING OFFICER
Fred Wagner

PLATTING ADMINISTRATIVE
SPECIALIST
Kayla Smith
Lacie Olivieri - Alternate



PLATTING TECHNICIANS
Matthew Goddard
Chris Curlin
Cayman Reynolds

PLATTING ASSISTANT
Connor Herren

ABBREVIATED PLAT AGENDA

ASSEMBLY CHAMBERS

350 EAST DAHLIA AVENUE, PALMER

REGULAR MEETING

8:30 A.M.

December 3, 2025

Public Participation: To participate in the Abbreviated Plat Hearing, you can attend in person or you can submit written comments by email to plattings@matsugov.us or by mail to Matanuska-Susitna Borough, Platting Division, 350 E. Dahlia Avenue, Palmer, AK 99645.

1. INTRODUCTION

A. Introduction of Staff

2. UNFINISHED BUSINESS: *None*

3. PUBLIC HEARINGS:

A. **ORTOLANO ESTATES:** The request is to create one lot from Lots 9 & 10 Stevens Lake Subdivision, Plat 2006-165, to be known as **Ortolano Estates**, Tax ID 5942B01L009 / L010, containing 4.06 acres +/- . The plat is located south of Willow Fishhook Road, directly north of West Bow Tie Loop, and north of Stevens Lake, located within the NE ¼ Section 16, Township 19 North, Range 04 West, Seward Meridian, Alaska. In the Willow Community Council and in Assembly District #7. (*Petitioner/Owner: Robert Ortolano, Staff: Cayman Reynolds, Case #2025-159*)

B. **ARRC #1 LOT 2A BLOCK 6:** The request is to create one lot from Lots 2 & 3 ARRC #1 Subdivision, Plat 3-124, Block 6, to be known as **ARRC #1 Lot 2A, Block 6**, containing 0.3 acres +/- . The plat is located directly west of South Alaska Street, south of West Cottonwood Avenue, and north of West Cedar Avenue, located within the SW ¼ Section 33, Township 18 North, Range 02 East, Seward Meridian, Alaska, in Assembly District #2. (*Petitioner/Owner: Smoke & Pins Holdings LLC, Staff: Cayman Reynolds, Case #2025-163*)

4. ADJOURNMENT

THE ABBREVIATED PLAT HEARING WILL CONVENE AT **8:30 a.m.** on **December 3, 2025**, in the **ASSEMBLY CHAMBERS** at the Dorothy Swanda Jones Building, 350 E. Dahlia Avenue, Palmer, Alaska.

Public Hearing Process

- **Platting Officer states/reads the case/item to be addressed into the record.**
- **Public Hearing Notices:** The Secretary states the number of public hearing notices sent out and the date sent.
- **Staff Report:** The Platting Officer gives an overview of the project for the hearing and the public.
- **Public Testimony:** Members of the public are invited to sign in and testify before the officer.
 - **3-minute time limit per person for members of the public.**
 - The time limit may be extended at the discretion of the Platting Officer.
- **The public hearing is closed by the Officer.** No further public input is appropriate.
- **Petitioner Comments:** Petitioner, or his/her representative, comes before the officer to discuss staff recommendations and compliance with Title 43 and other applicable regulations.
 - **Testimony is limited to five (5) minutes for the petitioner/applicant.**
 - The time limit may be extended at the discretion of the Platting Officer
- **Motion to Approve:** The motion to approve is made by the Platting Officer.
 - No further unsolicited input from the petitioner is appropriate.
 - Conditions and Findings must be written for all decisions made regarding the action being taken, whether it passed or failed.
 - Decisions are final unless reconsidered by the Platting Board, MSB 43.35.005, or appealed to the board of adjustments and appeals. MSB 43.35.015

ЗА

STAFF REVIEW AND RECOMMENDATIONS
PUBLIC HEARING
DECEMBER 3, 2025

ABBREVIATED PLAT: ORTOLANO ESTATES

LEGAL DESCRIPTION: SEC 16, T19N, R04W, SEWARD MERIDIAN AK

PETITIONERS: ROBERT ORTOLANO

SURVEYOR/ENGINEER: LAVENDER SURVEYING & MAPPING

ACRES: 4.06 ± PARCELS: 2

REVIEWED BY: CAYMAN REYNOLDS CASE #: 2025-159

REQUEST: The request is to create one lot from Lots 9 & 10 Stevens Lake Subdivision, Plat 2006-165, to be known as **Ortolano Estates**, containing 4.06 acres +/- . The plat is located south of Willow Fishhook Road, directly north of West Bow Tie Loop, and north of Stevens Lake, located within the NE ¼ Section 16, Township 19 North, Range 04 West, Seward Meridian, Alaska.

EXHIBITS

Vicinity Map and Aerial Photos

EXHIBIT A – 4 pgs

AGENCY COMMENTS

Department of Public Works
Development Services
Code Compliance
Utilities

EXHIBIT B – 1 pg
EXHIBIT C – 1 pg
EXHIBIT D – 1 pg
EXHIBIT E – 2 pgs

DISCUSSION: The request is to create one lot from Lots 9 & 10 Stevens Lake Subdivision, Plat 2006-165, to be known as Ortolano Estates, containing 4.06 acres +/- . Access is from W Bow Tie Loop.

Comments: Department of Public Works (**Exhibit B**) has no comments.

Development Services (**Exhibit C**) has no comments.

Code Compliance (**Exhibit D**) has no objections.

Utilities: (**Exhibit F**) Enstar and GCI have no comments, recommendations or objections. MTA and MEA did not respond.

At the time of staff report write-up, there were no responses to the Request for Comments from USACE; Community Council Willow Area; Fire Service Area #140 Willow-Caswell; Road Service Area #20 Greater Willow; MSB Community Development, Emergency Services, Assessments, Planning Division, Pre-Design Division; or MTA, MEA.

CONCLUSION: The abbreviated plat of Ortolano Estates is consistent with AS 29.40.070 Platting Regulations and MSB 43.15.025 Abbreviated Plats. There were no objections from any federal or state agencies, Borough departments, or utilities. There were no objections to the plat from the public in response to the Notice of Public Hearing. Legal and physical access exists to the proposed lots, consistent with MSB 43.20.100 Access Required, MSB 43.20.120 Legal Access and MSB 43.20.140 Physical Access. Frontage for the subdivision exists, pursuant to MSB 43.20.320 Frontage.

FINDINGS OF FACT

1. The plat of Ortolano Estates is consistent with AS 29.40.070 Platting Regulations and MSB 43.15.025 Abbreviated Plats.
2. All lots will have legal and physical access consistent with MSB 43.20.100, MSB 43.20.120 and MSB 43.20.140.
3. Each lot has the required frontage pursuant to MSB 43.20.320.
4. At the time of staff report write-up, there were no responses to the Request for Comments from USACE; Community Council Willow Area; Fire Service Area #140 Willow-Caswell; Road Service Area #20 Greater Willow; MSB Community Development, Emergency Services, Assessments, Planning Division, Pre-Design Division; or MTA, MEA.
5. There were no objections from any federal or state agencies, or Borough departments.
6. There were no objections from the public in response to the Notice of Public Hearing.

RECOMMENDATIONS OF CONDITIONS OF APPROVAL for the abbreviated plat of Vickie's View, Section 16, Township 19 North, Range 04 West, Seward Meridian, Alaska, contingent on staff recommendations:

1. Taxes and special assessments must be paid in full for the year of recording, pursuant to MSB 43.15.053(F) and AS 40.15.020. Pay taxes and special assessments (LIDs), by CERTIFIED FUNDS OR CASH.
2. Provide updated Certificate to Plat executed within seven (7) days of recording of plat and submit Beneficiary Affidavit for any holders of a beneficial interest.
3. Pay postage and advertising fees.
4. Submit recording fees, payable to Department of Natural Resources (DNR).
5. Submit final plat in full compliance with Title 43.



MATANUSKA-SUSITNA BOROUGH

• PLATTING DIVISION •

350 EAST DAHLIA AVENUE, PALMER, ALASKA 99645-6488

PHONE 861-7874 • FAX 861-8407

Comments Due: November 17, 2025

October 31, 2025

Abbreviated Plat Request for Comments

AK Dept. of Transportation – Anchorage
AK Dept. of Transportation – Aviation
AK DNR, Division of Mining/Land/Water
AK DNR, Public Access Defense
AK DNR, Division of Agriculture
ADF&G, Habitat Mgmt. & Permitting
ADF&G, Division of Sport Fish
AK Railroad, Engineering Department
U.S. Army Corp of Engineers
U.S. Postmaster
City of:
Community Council:
Fire Service Area: # 140 Willow-Caswell
Road Service Area: # 20 Greater Willow

MSB – Emergency Services
MSB – Community Development
MSB – Public Works, Engineering
MSB – Public Works, Pre-Design Division
MSB – Assessments
MSB – Planning Division
MSB – Development Services Division
MSB – Borough Attorney
MEA
MTA
Enstar
GCI
Assembly District # 007

Title: Ortolano Estates
Location: Sec 16, T19N, R04W, S.M, AK
Petitioner: Robert Ortolano
Address: P.O. Box 872924 Wasilla, AK 99687
Surveyor: Lavender Surveying & Mapping
Address: 720 N Yeti St Palmer, AK 99645
Engineer:
Address:

The request is to create one lot from Lots 9 & 10 Stevens Lake Subdivision, Plat 2006-165, to be known as Ortolano Estates, containing 4.06 acres +/- . The plat is located south of Willow Fishhook Road, directly north of West Bow Tie Loop, and north of Stevens Lake, located within the NE ¼ Section 16, Township 19 North, Range 04 West, Seward Meridian, Alaska.

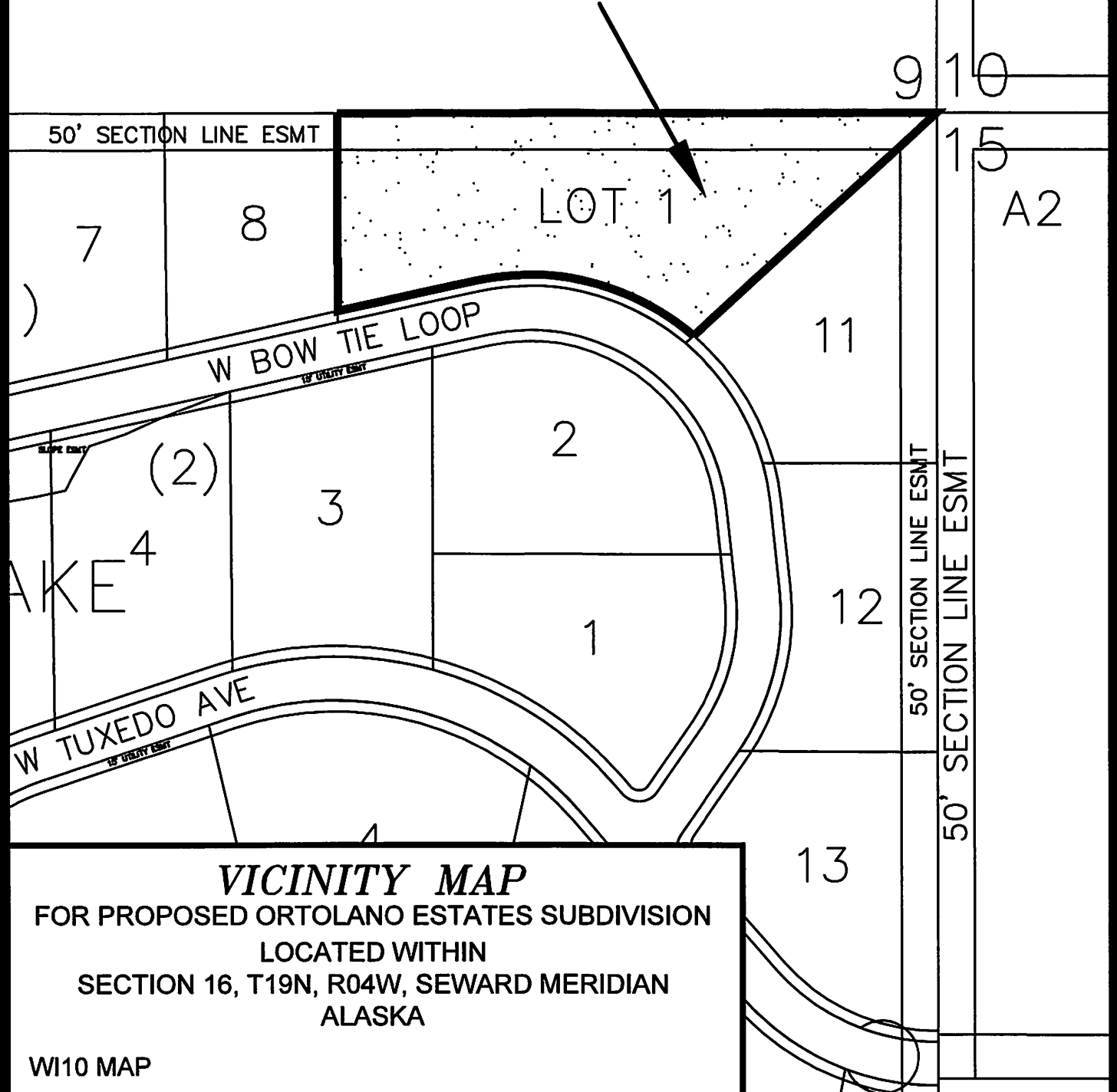
Please submit your comments in writing, specifying any easements or other requirements that your department or agency may need or any data which you feel should be incorporated on the abbreviated plat to help us more effectively enforce our subdivision regulations. All comments, existing files and correspondence that you may have relating to this case must be submitted to the Platting Division by **November 17, 2025** so that we may incorporate this information into our recommendations to the Platting Officer, for the public hearing to be held on **December 3, 2025**.

Sincerely,

Cayman Reynolds
Platting Technician
(907)861-7872
Cayman.Reynolds@matsugov.us

Providing Outstanding Borough Services to the Matanuska-Susitna Community.

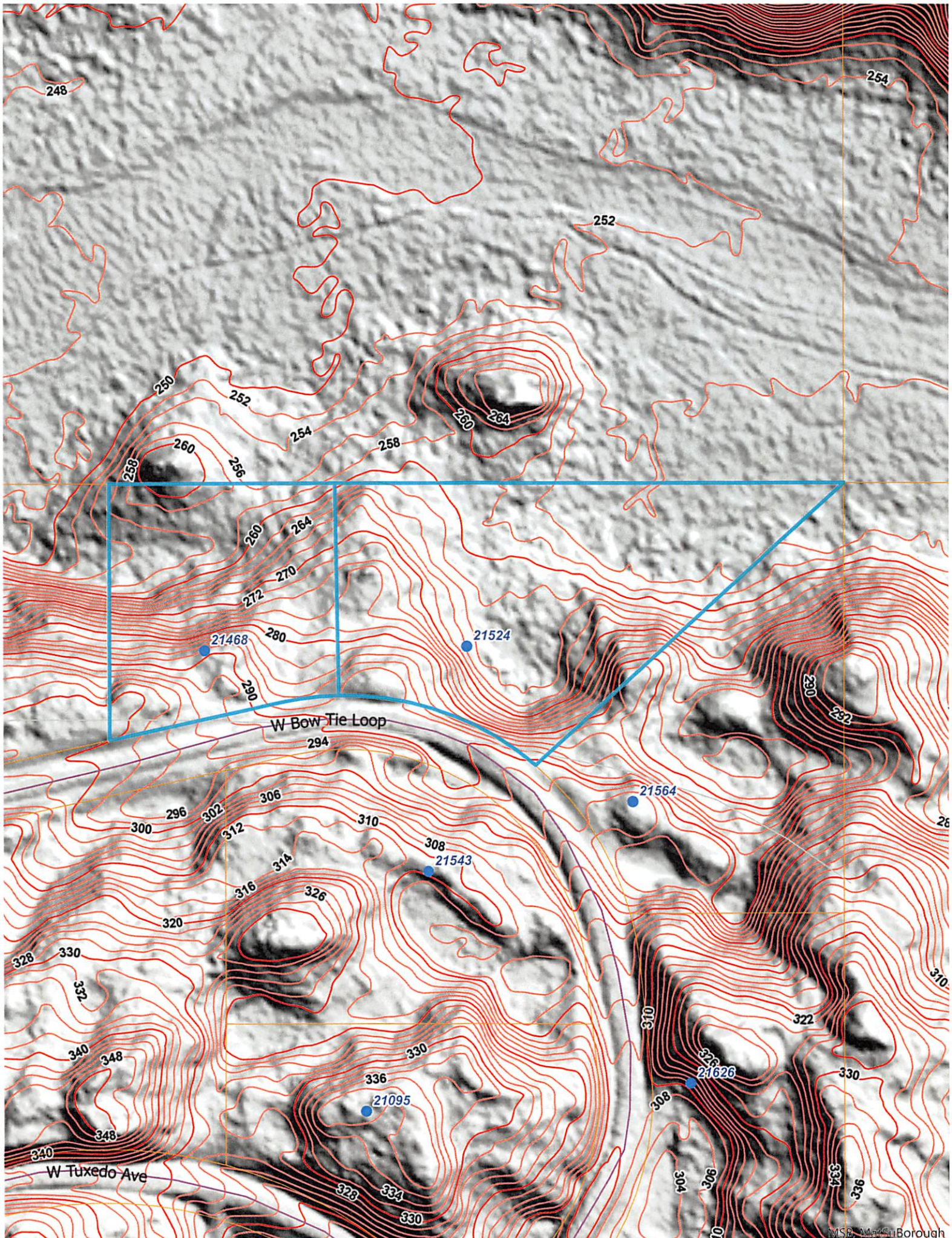
**SUBJECT
PROPERTY**



VICINITY MAP

FOR PROPOSED ORTOLANO ESTATES SUBDIVISION
LOCATED WITHIN
SECTION 16, T19N, R04W, SEWARD MERIDIAN
ALASKA

WI10 MAP



248

254

252

250

252

254

258

260

264

258

260

266

260

264

272

270

21468

280

21524

290

W Bow Tie Loop

294

300

296

302

306

310

312

316

314

326

328

330

332

340

348

348

W Tuxedo Ave

336

21095

330

334

330

308

21543

21564

318

308

304

302

300

304

302

300

21626

322

330

334

332

330

26

310



21468

21524

W Bow Tie Loop

21564

21543

21095

21626

W Tuxedo Ave



Cayman Reynolds

From: Tammy Simmons
Sent: Wednesday, November 12, 2025 10:37 AM
To: Cayman Reynolds
Cc: Brad Sworts; Jamie Taylor; Wheeler Nevels; Tammy Simmons
Subject: RE: RFC Ortolano Estates CR

Hello,

PD&E has no comments.

Thank you.

PD&E Review Group

From: Cayman Reynolds <Cayman.Reynolds@matsugov.us>
Sent: Monday, November 3, 2025 1:13 PM
To: Percy, Colton T (DFG) <colton.percy@alaska.gov>; Myers, Sarah E E (DFG) <sarah.myers@alaska.gov>; eric.r.schuler@usps.gov; matthew.a.carey@usps.gov; Richard Boothby <Richard.Boothby@matsugov.us>; Brian Davis <Brian.Davis@matsugov.us>; thp@mtaonline.net; Jillian Morrissey <Jillian.Morrissey@matsugov.us>; Tom Adams <Tom.Adams@matsugov.us>; Permit Center <Permit.Center@matsugov.us>; Code Compliance <Code.Compliance@matsugov.us>; Kendra Johnson <Kendra.Johnson@matsugov.us>; Brad Sworts <Brad.Sworts@matsugov.us>; Jamie Taylor <Jamie.Taylor@matsugov.us>; Pre-Design & Engineering <pde@matsugov.us>; Tammy Simmons <Tammy.Simmons@matsugov.us>; Wheeler Nevels <Wheeler.Nevels@matsugov.us>; Amie Jacobs <Amie.Jacobs@matsugov.us>; Katrina Kline <katrina.kline@matsugov.us>; MSB Farmers <MSB.Farmers@matsugov.us>; Erin Ashmore <Erin.Ashmore@matsugov.us>; mearow@mea.coop; andrew.fraiser@enstarnaturalgas.com; row@enstarnaturalgas.com; ospdesign@gci.com; mearow@mea.coop
Subject: RFC Ortolano Estates CR

Hello,

The following link is a request for comments for the proposed Ortolano Estates.

Please ensure all comments have been submitted by November 17, 2025, so they can be incorporated in the staff report packet that will be presented during the public hearing.

☐ Ortolano Estates

Feel free to contact me if you have any questions.

Thank you,

Cayman Reynolds

From: Permit Center
Sent: Monday, November 3, 2025 2:09 PM
To: Cayman Reynolds
Subject: RE: RFC Ortolano Estates CR

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: Cayman Reynolds <Cayman.Reynolds@matsugov.us>
Sent: Monday, November 3, 2025 1:13 PM
To: Percy, Colton T (DFG) <colton.percy@alaska.gov>; Myers, Sarah E E (DFG) <sarah.myers@alaska.gov>; eric.r.schuler@usps.gov; matthew.a.carey@usps.gov; Richard Boothby <Richard.Boothby@matsugov.us>; Brian Davis <Brian.Davis@matsugov.us>; thp@mtaonline.net; Jillian Morrissey <Jillian.Morrissey@matsugov.us>; Tom Adams <Tom.Adams@matsugov.us>; Permit Center <Permit.Center@matsugov.us>; Code Compliance <Code.Compliance@matsugov.us>; Kendra Johnson <Kendra.Johnson@matsugov.us>; Brad Sworts <Brad.Sworts@matsugov.us>; Jamie Taylor <Jamie.Taylor@matsugov.us>; Pre-Design & Engineering <pde@matsugov.us>; Tammy Simmons <Tammy.Simmons@matsugov.us>; Wheeler Nevels <Wheeler.Nevels@matsugov.us>; Amie Jacobs <Amie.Jacobs@matsugov.us>; Katrina Kline <katrina.kline@matsugov.us>; MSB Farmers <MSB.Farmers@matsugov.us>; Erin Ashmore <Erin.Ashmore@matsugov.us>; mearow@mea.coop; andrew.fraiser@enstarnaturalgas.com; row@enstarnaturalgas.com; ospdesign@gci.com; mearow@mea.coop
Subject: RFC Ortolano Estates CR

Hello,

The following link is a request for comments for the proposed Ortolano Estates.

Please ensure all comments have been submitted by November 17, 2025, so they can be incorporated in the staff report packet that will be presented during the public hearing.

☐ Ortolano Estates

Feel free to contact me if you have any questions.

Thank you,



MATANUSKA-SUSITNA BOROUGH

Planning and Land Use Department

Code Compliance Division

350 East Dahlia Avenue • Palmer, AK 99645

Phone (907) 861-7822 • Fax (907) 745-9876

E-mail: ccb@matsugov.us

MEMORANDUM

DATE: 11/10/2025

TO: Cayman Reynolds, Platting Technician

FROM: Kendra Johnson, CFM
Senior Code Compliance Office

SUBJECT: Proposed Platting action for Pre-Application Ortolano Estates 2025-159

There are no open or currently active code compliance violations on the existing Lot 9 or 10 at this time.

There is no indication that there are any existing structures on the parcels at this time.

No objection to moving forward with the platting action to remove the common lot line between Lot 9 & 10 to create Ortolano Estates Lot 1



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

November 5, 2025

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 abbreviated plat and has no comments or recommendations.

- **ORTOLANO ESTATES**
(MSB Case # 2025-159)

If you have any questions, please feel free to contact me at 334-7944 or by email at james.christopher@enstarnaturalgas.com.

Sincerely,

James Christopher

James Christopher
Right of Way & Permitting Agent
ENSTAR Natural Gas Company, LLC

Cayman Reynolds

From: OSP Design Group <ospdesign@gci.com>
Sent: Monday, November 17, 2025 4:47 PM
To: Cayman Reynolds
Cc: OSP Design Group
Subject: RE: RFC Ortolano Estates CR
Attachments: Agenda Plat (86).pdf

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

Cayman,

In review GCI has no comments or objections to the plat, attached is the signed plat for your records.

Thanks,

GCI | OSP Design

1001 Northway Dr., 1st Floor, Anchorage, AK 99508

e: OSPDesign@gci.com | w: www.gci.com

From: Cayman Reynolds <Cayman.Reynolds@matsugov.us>
Sent: Monday, November 3, 2025 1:13 PM
To: Percy, Colton T (DFG) <colton.percy@alaska.gov>; Myers, Sarah E E (DFG) <sarah.myers@alaska.gov>; eric.r.schuler@usps.gov; matthew.a.carey@usps.gov; Richard Boothby <Richard.Boothby@matsugov.us>; Brian Davis <Brian.Davis@matsugov.us>; thp@mtaonline.net; Jillian Morrissey <Jillian.Morrissey@matsugov.us>; Tom Adams <Tom.Adams@matsugov.us>; Permit Center <Permit.Center@matsugov.us>; Code Compliance <Code.Compliance@matsugov.us>; Kendra Johnson <Kendra.Johnson@matsugov.us>; Brad Sworts <Brad.Sworts@matsugov.us>; Jamie Taylor <Jamie.Taylor@matsugov.us>; Pre-Design & Engineering <pde@matsugov.us>; Tammy Simmons <Tammy.Simmons@matsugov.us>; Wheeler Nevels <Wheeler.Nevels@matsugov.us>; Amie Jacobs <Amie.Jacobs@matsugov.us>; Katrina Kline <katrina.kline@matsugov.us>; MSB Farmers <MSB.Farmers@matsugov.us>; Erin Ashmore <Erin.Ashmore@matsugov.us>; mearow@mea.coop; andrew.fraiser@enstarnaturalgas.com; row@enstarnaturalgas.com; OSP Design Group <ospdesign@gci.com>; mearow@mea.coop
Subject: RFC Ortolano Estates CR

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

Hello,

The following link is a request for comments for the proposed Ortolano Estates.

Please ensure all comments have been submitted by November 17, 2025, so they can be incorporated in the staff report packet that will be presented during the public hearing.

 Ortolano Estates

Feel free to contact me if you have any questions.

3B

STAFF REVIEW AND RECOMMENDATIONS
PUBLIC HEARING
DECEMBER 3, 2023

ABBREVIATED PLAT: ARRC #1 LOT 2A, BLOCK 6

LEGAL DESCRIPTION: SEC 33, T18N, R02E, SEWARD MERIDIAN AK

PETITIONERS: SMOKE & PINS HOLDINGS LLC

SURVEYOR/ENGINEER: HANSON LAND SOLUTIONS

ACRES: 0.3 ± PARCELS: 2

REVIEWED BY: CAYMAN REYNOLDS CASE #: 2025-163

REQUEST: The request is to create one lot from Lots 2 & 3 ARRC #1 Subdivision, Plat 3-124, Block 6, to be known as **ARRC #1 LOT 2A, BLOCK 6**, containing 0.3 acres +/- . The plat is located directly west of South Alaska Street, south of West Cottonwood Avenue, and north of West Cedar Avenue, located within the SW ¼ Section 33, Township 18 North, Range 02 East, Seward Meridian, Alaska, in Assembly District #2.

EXHIBITS

Vicinity Map and Aerial Photos

EXHIBIT A – 4 pgs

AGENCY COMMENTS

Development Services

EXHIBIT B – 1 pg

PD&E

EXHIBIT C – 1 pg

Code Compliance

EXHIBIT D – 1 pg

Utilities

EXHIBIT E – 2 pgs

DISCUSSION: The proposed subdivision is combining two lots. Lots 2 and 3 are 0.15 acres. Access is from South Alaska Street and by an alley. South Alaska Street is an ADOT&PF owned and maintained road.

Comments:

MSB Development Services (**Exhibit B**): “Palmer ROWs – no comments from the Permit Center.”

MSB PD&E (**Exhibit C**): “PD&E has no comments.”

MSB Code Compliance (**Exhibit D**): “The properties proposed to be merged to 1 lot are located within the City Limits of Palmer. Code Compliance does not have any open or active cases on either property. No objection to moving forward with the plating action to remove the common lot line between Lot 2 & 3 to create ARRC #1 Lot 2A Block 6”

Utilities: (Exhibit E) Enstar has no comments. GCI has no comments or objections. MTA and MEA did not respond.

At the time of staff report write-up, there were no responses to the Request for Comments from USACE; Fire Service Area City of Palmer; MSB Community Development, Emergency Services, Assessments, Planning Division, or Development Services; or MEA or MTA.

CONCLUSION: The abbreviated plat of ARRC #1 Subdivision, Plat 3-124, Block 6 is consistent with AS 29.40.070 Platting Regulations and MSB 43.15.025 Abbreviated Plats. There were no objections from any federal or state agencies, Borough departments, or utilities. There were no objections to the plat from the public in response to the Notice of Public Hearing. Legal and physical access exists to the proposed lots, consistent with MSB 43.20.100 Access Required, MSB 43.20.120 Legal Access and MSB 43.20.140 Physical Access. Frontage for the subdivision exists, pursuant to MSB 43.20.320 Frontage.

FINDINGS OF FACT

1. The plat of ARRC #1 Subdivision, Plat 3-124, Block 6 is consistent with AS 29.40.070 Platting Regulations and MSB 43.15.025 Abbreviated Plats.
2. All lots will have legal and physical access consistent with MSB 43.20.100, MSB 43.20.120 and MSB 43.20.140.
3. Each lot has the required frontage pursuant to MSB 43.20.320.
4. At the time of staff report write-up, there were no responses to the Request for Comments from USACE; Fire Service Area City of Palmer; MSB Community Development, Emergency Services, Assessments, Planning Division, or Development Services; or MEA or MTA.
5. There were no objections from any federal or state agencies, or Borough departments.
6. There were no objections from the public in response to the Notice of Public Hearing.

RECOMMENDATIONS OF CONDITIONS OF APPROVAL for the abbreviated plat of ARRC #1 Subdivision, Plat 3-124, Block 6, Section 33, Township 18 North, Range 02 East, Seward Meridian, Alaska, contingent on staff recommendations:

1. Taxes and special assessments must be paid in full for the year of recording, pursuant to MSB 43.15.053(F) and AS 40.15.020. Pay taxes and special assessments (LIDs), by CERTIFIED FUNDS OR CASH.
2. Provide updated Certificate to Plat executed within seven (7) days of recording of plat and submit Beneficiary Affidavit for any holders of a beneficial interest.
3. Pay postage and advertising fees.
4. Show all easements of record on final plat.
5. Submit recording fees, payable to Department of Natural Resources (DNR).
6. Submit final plat in full compliance with Title 43.



MATANUSKA-SUSITNA BOROUGH

• PLATTING DIVISION •

350 EAST DAHLIA AVENUE, PALMER, ALASKA 99645-6488

PHONE 861-7874 • FAX 861-8407

Comments Due: November 21, 2025

November 6, 2025

Abbreviated Plat Request for Comments

AK Dept. of Transportation – Anchorage	MSB – Emergency Services
AK Dept. of Transportation – Aviation	MSB – Community Development
AK DNR, Division of Mining/Land/Water	MSB – Public Works, Engineering
AK DNR, Public Access Defense	MSB – Public Works, Pre-Design Division
AK DNR, Division of Agriculture	MSB – Assessments
ADF&G, Habitat Mgmt. & Permitting	MSB – Planning Division
ADF&G, Division of Sport Fish	MSB – Development Services Division
AK Railroad, Engineering Department	MSB – Borough Attorney
U.S. Army Corp of Engineers	MEA
U.S. Postmaster	MTA
City of: Palmer	Enstar
Community Council: N/A	GCI
Fire Service Area: # City of Palmer	Assembly District # 2
Road Service Area: # No Borough Road Service	

Title:	A.R.R.C #1 Lot 2A, Block 6
Location:	Sec 33, T18N, R02E, S.M, AK
Petitioner:	Smoke & Pins Holdings LLC
Address:	21050 Meadow Lake Dr Chugiak AK 99567
Surveyor:	Hanson Land Solutions
Address:	305 E Fireweed Ave Palmer AK 99645
Engineer:	
Address:	

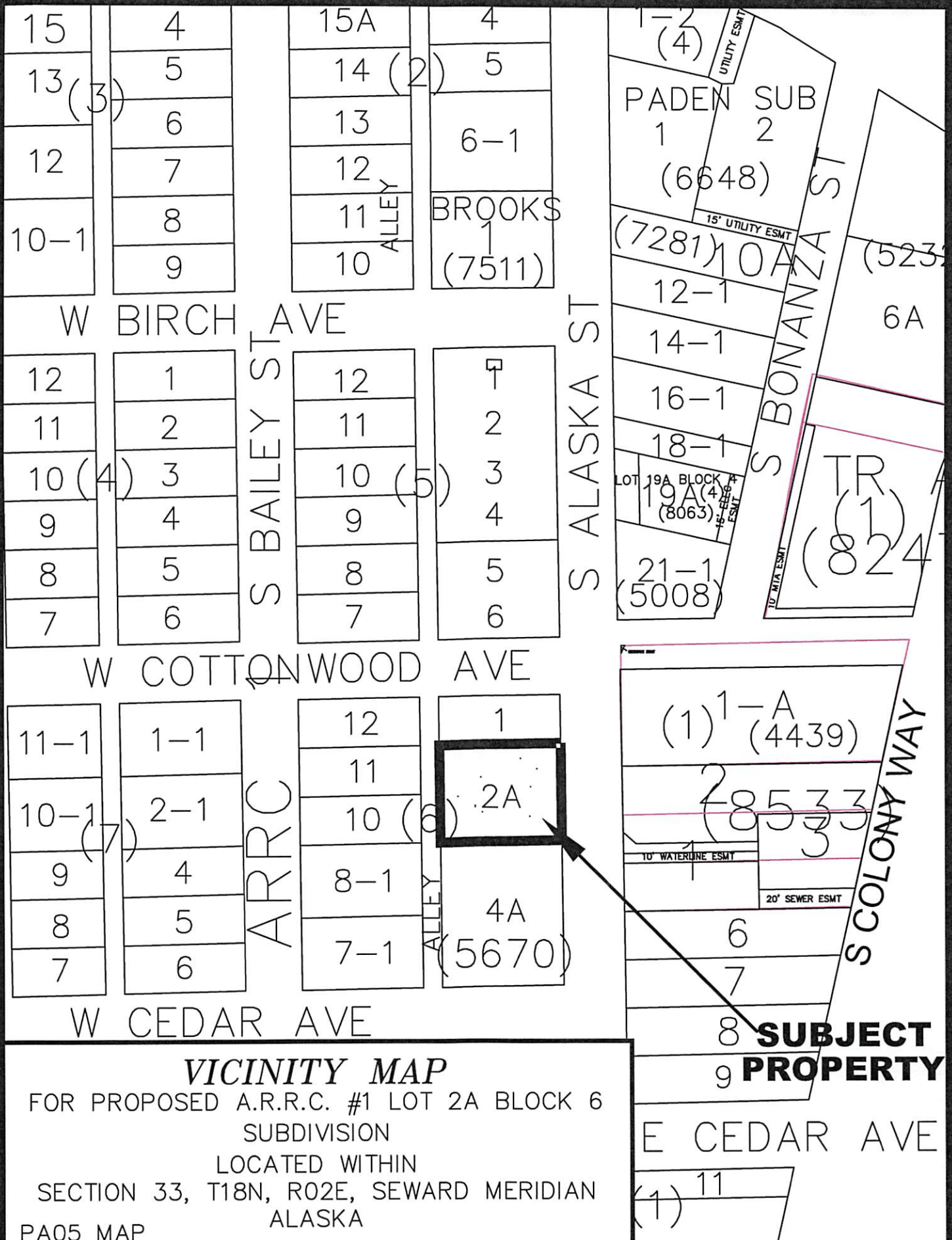
The request is to create one lot from Lots 2 & 3 ARRC #1 Subdivision, Plat 3-124, Block 6, to be known as ARRC #1 LOT 2A, BLOCK 6, containing 0.3 acres +/- . The plat is located directly west of South Alaska Street, south of West Cottonwood Avenue, and north of West Cedar Avenue, located within the SW ¼ Section 33, Township 18 North, Range 02 East, Seward Meridian, Alaska.

Please submit your comments in writing, specifying any easements or other requirements that your department or agency may need or any data which you feel should be incorporated on the abbreviated plat to help us more effectively enforce our subdivision regulations. All comments, existing files and correspondence that you may have relating to this case must be submitted to the Platting Division by **November 21, 2025** so that we may incorporate this information into our recommendations to the Platting Officer, for the public hearing to be held on **December 3, 2025**.

Sincerely,

Cayman Reynolds
Platting Technician
(907)861-7872
Cayman.Reynolds@matsugov.us

Providing Outstanding Borough Services to the Matanuska-Susitna Community.

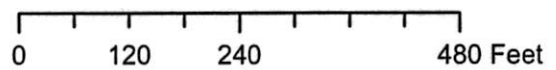
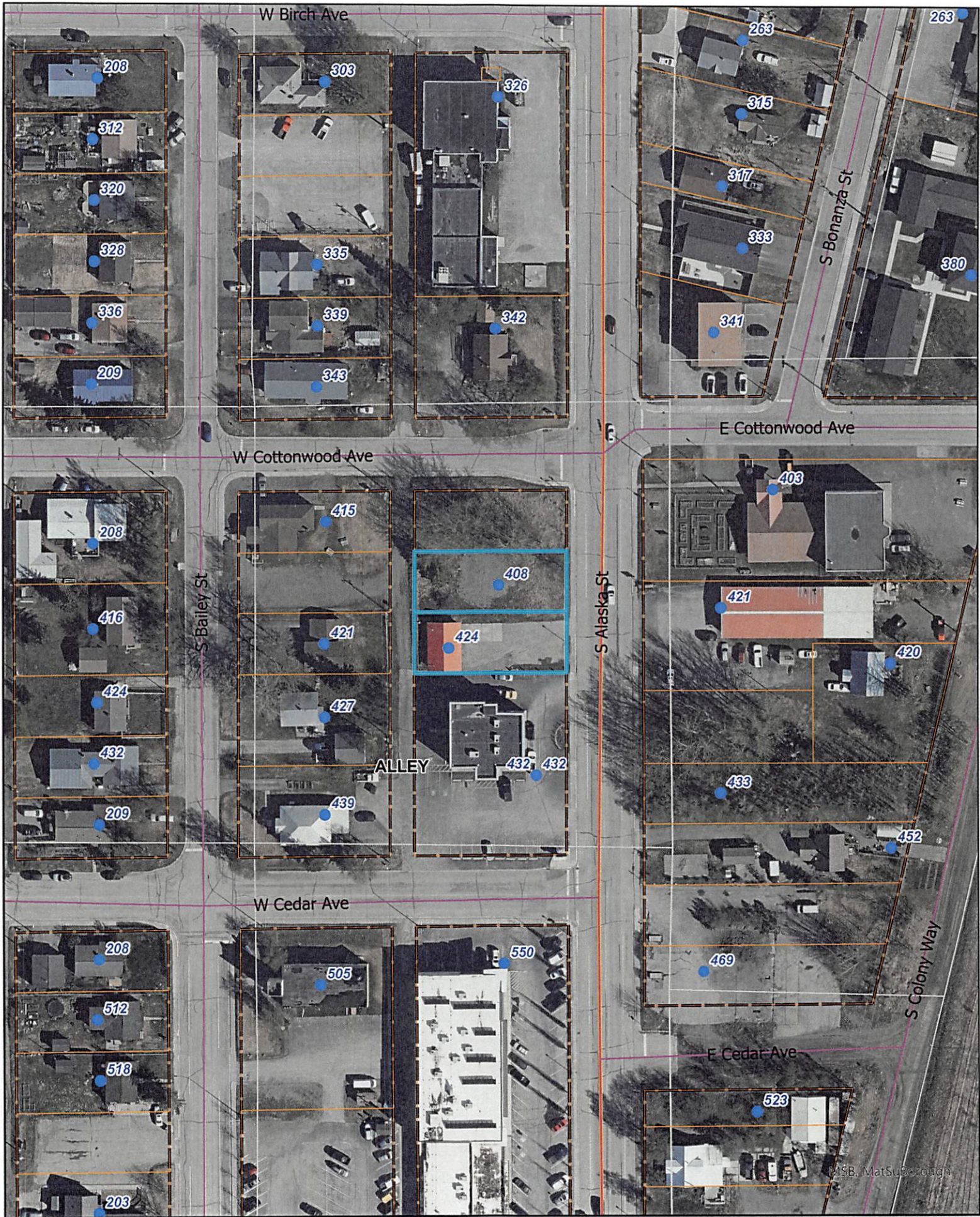


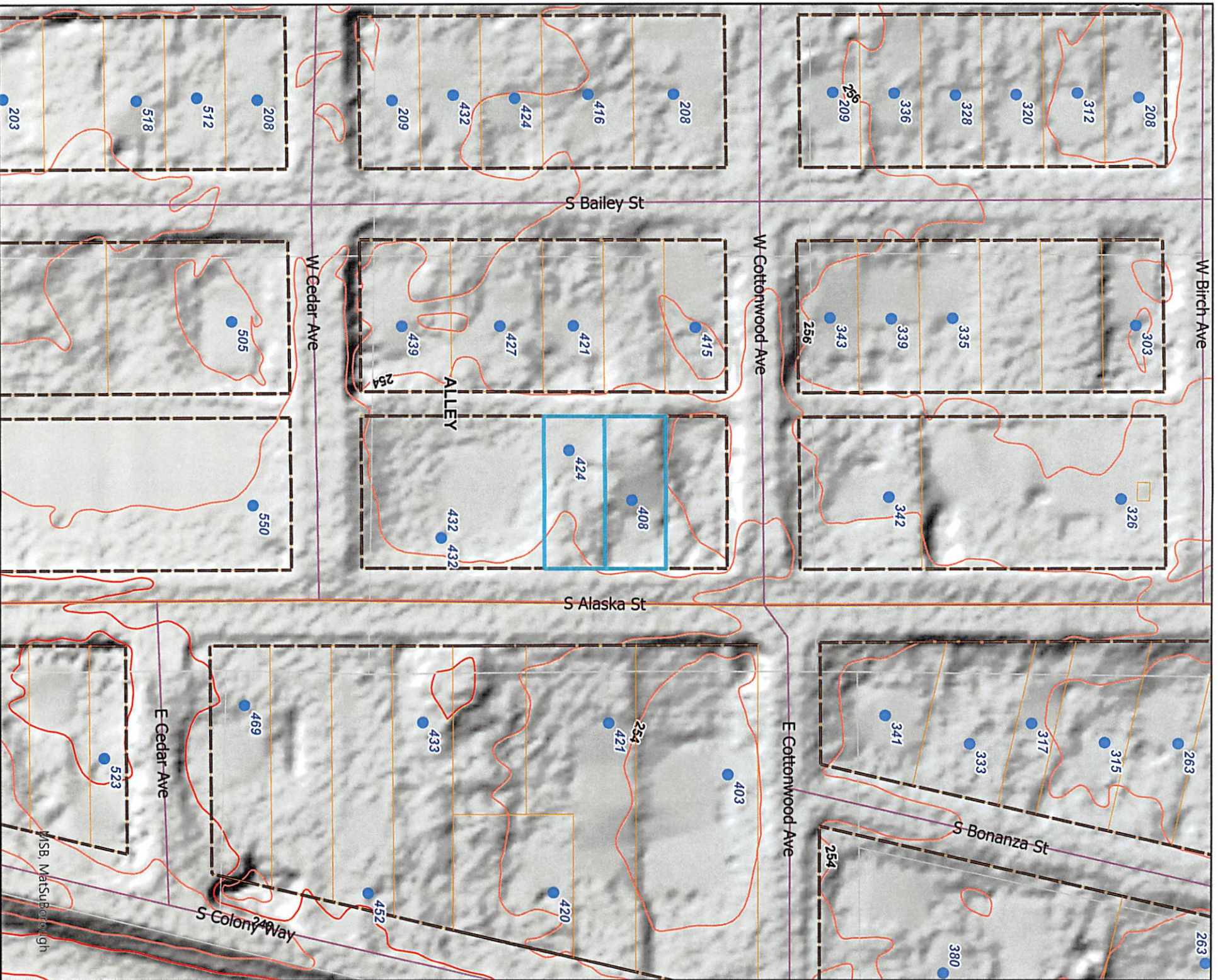
VICINITY MAP

FOR PROPOSED A.R.R.C. #1 LOT 2A BLOCK 6
SUBDIVISION
LOCATED WITHIN
SECTION 33, T18N, R02E, SEWARD MERIDIAN
ALASKA
PA05 MAP



0 245 490 980 Feet





Cayman Reynolds

From: Permit Center
Sent: Friday, November 7, 2025 12:27 PM
To: Cayman Reynolds
Subject: RE: RFC ARRC #1 Lot 2A, Block 6 Subdivision CR

Palmer ROWs – 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: Cayman Reynolds <Cayman.Reynolds@matsugov.us>
Sent: Friday, November 7, 2025 12:19 PM
To: Percy, Colton T (DFG <colton.percy@alaska.gov>; Myers, Sarah E E (DFG <sarah.myers@alaska.gov>; eric.r.schuler@usps.gov; matthew.a.carey@usps.gov; Richard Boothby <Richard.Boothby@matsugov.us>; Brian Davis <Brian.Davis@matsugov.us>; thp@mtaonline.net; Jillian Morrissey <Jillian.Morrissey@matsugov.us>; Tom Adams <Tom.Adams@matsugov.us>; Permit Center <Permit.Center@matsugov.us>; Code Compliance <Code.Compliance@matsugov.us>; Kendra Johnson <Kendra.Johnson@matsugov.us>; Brad Sworts <Brad.Sworts@matsugov.us>; Jamie Taylor <Jamie.Taylor@matsugov.us>; Pre-Design & Engineering <pde@matsugov.us>; Tammy Simmons <Tammy.Simmons@matsugov.us>; Wheeler Nevels <Wheeler.Nevels@matsugov.us>; Amie Jacobs <Amie.Jacobs@matsugov.us>; Katrina Kline <katrina.kline@matsugov.us>; MSB Farmers <MSB.Farmers@matsugov.us>; Erin Ashmore <Erin.Ashmore@matsugov.us>; mearow@mea.coop; andrew.fraiser@enstarnaturalgas.com; row@enstarnaturalgas.com; 'mearow@mea.coop' <mearow@mea.coop>; jprevost@palmerak.org; ospdesign@gci.com
Subject: RFC ARRC #1 Lot 2A, Block 6 Subdivision CR

Hello,

The following link is a request for comments for the proposed ARRC #1 Lot 2A, Block 6.

Please ensure all comments have been submitted by November 17, 2025, so they can be incorporated in the staff report packet that will be presented during the public hearing.

☐ ARRC 1 Subdivision

Feel free to contact me if you have any questions.

Thank you,

Cayman Reynolds

From: Tammy Simmons
Sent: Wednesday, November 12, 2025 10:49 AM
To: Cayman Reynolds
Cc: Brad Sworts; Jamie Taylor; Wheeler Nevels; Tammy Simmons
Subject: RE: RFC ARRC #1 Lot 2A, Block 6 Subdivision CR

Hello,

PD&E has no comments.

Thank you.

PD&E Review Group

From: Cayman Reynolds <Cayman.Reynolds@matsugov.us>
Sent: Friday, November 7, 2025 12:19 PM
To: Percy, Colton T (DFG <colton.percy@alaska.gov>; Myers, Sarah E E (DFG <sarah.myers@alaska.gov>; eric.r.schuler@usps.gov; matthew.a.carey@usps.gov; Richard Boothby <Richard.Boothby@matsugov.us>; Brian Davis <Brian.Davis@matsugov.us>; thp@mtaonline.net; Jillian Morrissey <Jillian.Morrissey@matsugov.us>; Tom Adams <Tom.Adams@matsugov.us>; Permit Center <Permit.Center@matsugov.us>; Code Compliance <Code.Compliance@matsugov.us>; Kendra Johnson <Kendra.Johnson@matsugov.us>; Brad Sworts <Brad.Sworts@matsugov.us>; Jamie Taylor <Jamie.Taylor@matsugov.us>; Pre-Design & Engineering <pde@matsugov.us>; Tammy Simmons <Tammy.Simmons@matsugov.us>; Wheeler Nevels <Wheeler.Nevels@matsugov.us>; Amie Jacobs <Amie.Jacobs@matsugov.us>; Katrina Kline <katrina.kline@matsugov.us>; MSB Farmers <MSB.Farmers@matsugov.us>; Erin Ashmore <Erin.Ashmore@matsugov.us>; mearow@mea.coop; andrew.fraiser@enstarnaturalgas.com; row@enstarnaturalgas.com; 'mearow@mea.coop' <mearow@mea.coop>; jprevost@palmerak.org; ospdesign@gci.com
Subject: RFC ARRC #1 Lot 2A, Block 6 Subdivision CR

Hello,

The following link is a request for comments for the proposed ARRC #1 Lot 2A, Block 6.

Please ensure all comments have been submitted by November 17, 2025, so they can be incorporated in the staff report packet that will be presented during the public hearing.

[☐ ARRC 1 Subdivision](#)

Feel free to contact me if you have any questions.

Thank you,



MATANUSKA-SUSITNA BOROUGH

Planning and Land Use Department

Code Compliance Division

350 East Dahlia Avenue • Palmer, AK 99645

Phone (907) 861-7822 • Fax (907) 745-9876

E-mail: ccb@matsugov.us

MEMORANDUM

DATE: 11/10/2025

TO: Cayman Reynolds, Platting Technician

FROM: Kendra Johnson, CFM
Senior Code Compliance Office

SUBJECT: Proposed Platting action for Pre-Application ARRC I Subdivision 2025-163

The properties proposed to be merged to 1 lot are located within the City Limits of Palmer.

Code Compliance does not have any open or active cases on either property.

No objection to moving forward with the platting action to remove the common lot line between Lot 2 & 3 to create ARRC #1 Lot 2A Block 6

EXHIBIT D



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

November 10, 2025

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 abbreviated plat and has no comments or recommendations.

- **A.R.R.C. #1 LOT 2A, BLOCK 6**
(MSB Case # 2025-163)

If you have any questions, please feel free to contact me at 334-7944 or by email at james.christopher@enstarnaturalgas.com.

Sincerely,

James Christopher

James Christopher
Right of Way & Permitting Agent
ENSTAR Natural Gas Company, LLC

EXHIBIT E -1

Cayman Reynolds

From: OSP Design Group <ospdesign@gci.com>
Sent: Monday, November 17, 2025 5:34 PM
To: Cayman Reynolds
Cc: OSP Design Group
Subject: RE: RFC ARRC #1 Lot 2A, Block 6 Subdivision CR
Attachments: Agenda Plat (95).pdf

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

Cayman,

In review GCI has no comments or objections to the plat, attached is the signed plat for your records.

Thanks,

GCI | OSP Design

1001 Northway Dr., 1st Floor, Anchorage, AK 99508

e: OSPDesign@gci.com | w: www.gci.com

From: Cayman Reynolds <Cayman.Reynolds@matsugov.us>
Sent: Friday, November 7, 2025 12:19 PM
To: Percy, Colton T (DFG <colton.percy@alaska.gov>; Myers, Sarah E E (DFG <sarah.myers@alaska.gov>; eric.r.schuler@usps.gov; matthew.a.carey@usps.gov; Richard Boothby <Richard.Boothby@matsugov.us>; Brian Davis <Brian.Davis@matsugov.us>; thp@mtaonline.net; Jillian Morrissey <Jillian.Morrissey@matsugov.us>; Tom Adams <Tom.Adams@matsugov.us>; Permit Center <Permit.Center@matsugov.us>; Code Compliance <Code.Compliance@matsugov.us>; Kendra Johnson <Kendra.Johnson@matsugov.us>; Brad Sworts <Brad.Sworts@matsugov.us>; Jamie Taylor <Jamie.Taylor@matsugov.us>; Pre-Design & Engineering <pde@matsugov.us>; Tammy Simmons <Tammy.Simmons@matsugov.us>; Wheeler Nevels <Wheeler.Nevels@matsugov.us>; Amie Jacobs <Amie.Jacobs@matsugov.us>; Katrina Kline <katrina.kline@matsugov.us>; MSB Farmers <MSB.Farmers@matsugov.us>; Erin Ashmore <Erin.Ashmore@matsugov.us>; mearow@mea.coop; andrew.fraiser@enstarnaturalgas.com; row@enstarnaturalgas.com; 'mearow@mea.coop' <mearow@mea.coop>; jprevost@palmerak.org; OSP Design Group <ospdesign@gci.com>
Subject: RFC ARRC #1 Lot 2A, Block 6 Subdivision CR

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

Hello,

The following link is a request for comments for the proposed ARRC #1 Lot 2A, Block 6.

Please ensure all comments have been submitted by November 17, 2025, so they can be incorporated in the staff report packet that will be presented during the public hearing.

☐ [ARRC 1 Subdivision](#)

Feel free to contact me if you have any questions.