

MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION AGENDA

Edna DeVries, Mayor

PLANNING COMMISSION

Doug Glenn, District 1 – Vice-Chair
Richard Allen, District 2 – Chair
Brendan Carpenter, District 3
Michael Collins, District 4
Linn McCabe, District 5
Maksim Zagorodnyi, District 6
Curt Scoggin, District 7



Michael Brown, Borough Manager

PLANNING & LAND USE DEPARTMENT

Alex Strawn, Planning & Land Use Director
Jason Ortiz, Planning & Land Use Deputy Director
Wade Long, Development Services Manager
Fred Wagner, Platting Officer
Lacie Olivieri, Planning Clerk

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

January 5, 2026
REGULAR MEETING
6:00 p.m.

Ways to participate in the meeting:

IN-PERSON: You will have 3 minutes to present 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: December 15, 2025

B. INTRODUCTION FOR PUBLIC HEARING: QUASI-JUDICIAL MATTERS

Resolution 25-28 A Variance In Accordance With MSB 17.65 Variance. Alan & Gloria Hunsuck and Dylan & Sabrena Stenger Submitted An Application For A Variance From The 75-Foot Setback Requirements Under MSB 17.55, To Allow For Construction Of A 1,500 Square Foot Cabin At Its Closest Location Of 27-Feet From Big Lake.

Public Hearing Date: January 19, 2026

Staff: Rebecca Skjothaug, Current Planner

C. INTRODUCTION FOR PUBLIC HEARING: LEGISLATIVE MATTERS

V. COMMITTEE REPORTS

VI. AGENCY/STAFF REPORTS

VII. LAND USE CLASSIFICATIONS

Resolution 25-29 A Resolution Of The Matanuska-Susitna Borough Planning Commission Recommending Approval Of An Ordinance Classifying A Portion Of 5256000T00A As General Use Land For The Purpose Of A Lease To Install A Cellular Communication Tower (MSB007983).

Staff: Suzanne Reilly, Asset Manager

Resolution 25-30 A Resolution Of The Matanuska-Susitna Borough Planning Commission Recommending Approval Of An Ordinance Classifying A Portion Of 18N03W09A001 As Reserved Use Land For The Purpose Of A Shooting Range (MSB008238).

Staff: Peter Burton, Land Management Specialist

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

Resolution 25-25 A Resolution Of The Matanuska-Susitna Borough Planning Commission Recommending Approval Of An Ordinance Amending MSB 8.55, Special Events, To Repeal The Surety Bond Requirement Standards.

Staff: Alex Strawn, Planning and Land Use Director

Resolution 25-26 A Resolution Of The Matanuska-Susitna Borough Planning Commission Recommending Approval Of An Ordinance Amending MSB 17.67, Tall Structures Including Telecommunication Facilities, Wind Energy Conversion Systems, And Other Tall Structures; To Reduce The Minimum Setback Requirements For New Telecommunications Towers.

Staff: Alex Strawn, Planning and Land Use Director

Resolution 25-27 A Resolution Of The Matanuska-Susitna Borough Planning Commission Recommending Approval Of An Ordinance Amending MSB 15.24 Assembly; Zoning Functions To Update The Process Of Initiating And Amending Lake Management Plans. And A Resolution Establishing A Fee For Processing Requests For Lake Management Plans Under MSB 15.24 Assembly; Zoning Functions.
Staff: Alex Strawn, Planning and Land Use Director

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*)

Individuals with disabilities requiring reasonable accommodations to participate in a Planning Commission Meeting should contact the Borough ADA Coordinator at 861-8432 at least one week in advance of the meeting.

MINUTES

December 15, 2025

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MATANUSKA-SUSITNA BOROUGH

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

PLANNING COMMISSION MEETING MINUTES December 15, 2025

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

The Matanuska-Susitna Borough Planning Commission's regular meeting was held on December 15, 2025, at the Matanuska-Susitna Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. Chair Allen called the meeting to order at 6:00 p.m.

Present: – Commissioner Glenn
Commissioner Allen
Commissioner Carpenter
Commissioner Collins- Phone
Commissioner McCabe
Commissioner Zagorodniy
Commissioner Scoggin

Absent/Excused:

Staff Present: 4 – Mr. Wade Long, Development Services Manager
Ms. Lacie Olivieri, Planning Department Admin
Ms. Ashley Stick, Planning Division Admin
Ms. Rebecca Skjothaug, Current Planner
Ms. Taunnie Boothby, Current Planner
Ms. Denise Michalske, Assistant Borough Attorney

II. APPROVAL OF AGENDA

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

GENERAL CONSENT: The agenda was approved without objection.

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner Zagorodniy.

IV. CONSENT AGENDA

- A. MINUTES: Regular Meeting Minutes – December 1, 2025
- B. INTRODUCTION FOR PUBLIC HEARING QUASI-JUDICIAL MATTERS
(There were no introductions for public hearing quasi-judicial matters.)
- C. INTRODUCTION FOR PUBLIC HEARING LEGISLATIVE MATTERS

Resolution 25-25 A Resolution Of The Matanuska-Susitna Borough Planning Commission Recommending Approval Of An Ordinance Amending MSB 8.55, Special Events, To Repeal The Surety Bond Requirement Standards.

Public Hearing Date: January 5, 2026

Staff: Alex Strawn, Planning and Land Use Director

Resolution 25-26 A Resolution Of The Matanuska-Susitna Borough Planning Commission Recommending Approval Of An Ordinance Amending MSB 17.67, Tall Structures Including Telecommunication Facilities, Wind Energy Conversion Systems, And Other Tall Structures; To Reduce The Minimum Setback Requirements For New Telecommunications Towers.

Public Hearing Date: January 5, 2026

Staff: Alex Strawn, Planning and Land Use Director

Resolution 25-27 A Resolution Of The Matanuska-Susitna Borough Planning Commission Recommending Approval Of An Ordinance Amending MSB 15.24 Assembly; Zoning Functions To Update The Process Of Initiating And Amending Lake Management Plans And A Resolution Establishing A Fee For Processing Requests For Lake Management Plans Under MSB 15.24 Assembly; Zoning Functions.

Public Hearing Date: January 5, 2026

Staff: Alex Strawn, Planning and Land Use Director

Chair Allen read the Consent Agenda into the record.

GENERAL CONSENT: The Consent Agenda was approved without objection.

V. COMMITTEE REPORTS

(There were no committee reports.)

VI. AGENCY/STAFF REPORTS

(There were no Agency/Staff Reports)

VII. LAND USE CLASSIFICATIONS

(There were no land use classifications.)

VIII. AUDIENCE PARTICIPATION (Three minutes per person.)

There being no persons to be heard, Audience Participation was closed without objection.

IX. PUBLIC HEARING QUASI-JUDICIAL MATTERS

(There were no Quasi-Judicial Matters.)

X. PUBLIC HEARING LEGISLATIVE MATTERS

Resolution 25-23 A Resolution Of The Matanuska-Susitna Borough Planning Commission Recommending Assembly Adoption Of The Matanuska-Susitna Borough Hazard Mitigation Plan 2026 Update.
Staff: Taunnie Boothby, Current Planner

Chair Allen read the resolution title into the record.

Staff, Ms. Taunnie Boothby, presented her staff report.

Chair Allen inquired if commissioners had any questions for staff

Chair Allen opened the public hearing.

There being no persons to be heard, Chair Allen closed the public hearing, and the discussion moved to the Planning Commission.

MOTION: Commissioner McCabe moved Planning Commission Resolution 25-23. The motion was seconded by Commissioner Carpenter.

VOTE: The motion passed without objection.

XI. CORRESPONDENCE AND INFORMATION

(Correspondence and information were presented, and no comments were noted)

XII. UNFINISHED BUSINESS

(There was no unfinished business.)

XIII. NEW BUSINESS

XIV. COMMISSION BUSINESS

A. Elections

- Chair
- Vice-Chair

Commissioner McCabe moved to re-elect Chair Allen as the Chair. Commissioner Carpenter seconded.

Chair Allen accepted the nomination and moved to re-elect Vice-Chair Glenn.

Vice-Chair Glenn accepted the nomination.

Elections were approved with no objection.

B. Upcoming Planning Commission Agenda Items (*Staff: Alex Strawn*)
(*Commission Business was presented, and no comments were noted.*)

XV. DIRECTOR AND COMMISSIONER COMMENTS

Commissioner Glenn: Not much of a comment, I'm happy to have you back as chair. We will let you off on your 81st birthday. Thank you

Commissioner McCabe: I guess I'm next in line and if you want to kill some time we would welcome a speech. Merry Christmas everybody I really enjoy serving with all of you and I hope you have a safe and happy holiday season.

Commissioner Scoggin: I would like to thank Rick for stepping up there and staying with us here and everybody have a merry Christmas.

Commissioner Carpenter: Thank you very much, I appreciate you serving us. Hope everybody has a good holiday. Prayers and wishes with those who were in the shooting, the victims and the families of those people, hope they get that straightened out. Other than that, again Merry Christmas everybody.

Commissioner Zagorodniy: Nothing for me just thank you everybody and Merry Christmas and a Happy New Year.

Commissioner Collins: Thank you for staying on the appointed chair there. I greatly appreciate that and your service to both of our chairpersons. McCabe thank you for everything that you have done and Merry Christmas everybody and happy holidays and we will see you the first of the year.

Commissioner Allen: I would echo everyone's sentiments I wish everyone a Merry Christmas and happy new year many of you know my father he just turned 83 years old and I am going down to visit him for Christmas so I am looking forward to that. I will be flying home the day of our next meeting, so you will be on the hook there Commissioner Glenn.

Wade Long: First off I would like to introduce Ashley Stick, she is going to be backing up Lacie for Planning Commission meetings, she is going to be clerking. She is the current Division Admin for Planning. I would also like to thank Taunnie and Becca Skjothaug for putting together this abbreviated version of the Hazard Mitigation Plan to get us up to speed. It is a legit plan but we had very limited resources so adding those two hazards were pretty impactful for this plan. So very good work for you guys engaging the public and getting after the grants so that we have a chance to mitigate these hazards. Also I would like to like a broken record state that we have a lot of legislative items coming up for the January 5 meeting. Please get in touch with planning staff or Director Strawn for any and all questions you may have.

Lacie Olivieri: I just wanted to let you guys know that I did receive a couple of transmittal forms for some land use classifications for January 5th. They do not need introductions so that will be the only time that it is heard. One of them is a shooting range on Zero Lake Rd and it is a big topic so you might want to look into that. Thank you.

XVI. ADJOURNMENT

The regular meeting adjourned at 6:25 p.m.

DOUG GLENN
Planning Commission Vice-Chair

ATTEST:

LACIE OLIVIERI
Planning Commission Clerk

Minutes approved: _____

PUBLIC HEARING QUASI-JUDICIAL

Resolution No. 25-28

A Variance In Accordance With MSB 17.65 Variance. Alan & Gloria Hunsuck and Dylan & Sabrena Stenger Submitted An Application For A Variance From The 75-Foot Setback Requirements Under MSB 17.55, To Allow For Construction Of A 1,500 Square Foot Cabin At Its Closest Location Of 27-Feet From Big Lake.

Public Hearing Date: January 19, 2026

Staff: Rebecca Skjothaug, Current Planner

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Staff Report



MATANUSKA-SUSITNA BOROUGH
Planning and Land Use Department
Development Services Division
350 East Dahlia Avenue • Palmer, AK 99645
Phone (907) 861-7822
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DEVELOPMENT SERVICES DIVISION STAFF REPORT

Date: January 6, 2026

File Number: **VARY-2025-010063**

Applicant: Alan & Gloria Hunsuck and Dylan & Sabrena Stenger

Property Owner: Alan & Gloria Hunsuck and Dylan & Sabrena Stenger

Request: Planning Commission Resolution 25-28

Request for a Variance – MSB 17.65

Location: Long Island, Big Lake Alaska, Tax ID# **6194000L002-B**; within Township 17 South, Range 3 West, Section 19, Seward Meridian

Size of Property: .28 acres

Reviewed By: Alex Strawn, Planning and Land Use Director
Wade Long, Development Services Manager

Staff: Rebecca Skjothaug – Current Planner

Staff Recommendation: Approval

EXECUTIVE SUMMARY

Alan & Gloria Hunsuck and Dylan & Sabrena Stenger, property owners, have applied for a variance under MSB 17.65 for a parcel located on Long Island, Big Lake, Alaska (Tax ID# **6194000L002-B**). The proposed structure will be situated as close as 27 feet from Big Lake. The structure will total 1,500 square feet and subsequently be located within the 75-foot waterbody setback area. Per borough code 17.55.020, structures are required to maintain a minimum setback of 75 feet from a waterbody. Approval of this variance would allow the owners to construct the proposed residence within the required setback distance.

MSB 17.65 requires a variance permit for residential structures uses within the setback are as highlighted in MSB 17.55. As of 17.65.020 – *In order to grant a variance to the regulations of MSB title 17, the planning commission must find that each of the following requirements has been met:*

- (1) There are unusual conditions or circumstances that apply to the property for which the variance is sought.
- (2) The strict application of the provisions of this title would deprive the applicant of rights commonly enjoyed by other properties under the terms of this title.
- (3) The granting of the variance will not be injurious to nearby property, nor harmful to the public welfare.
- (4) The granting of the variance will be in harmony with the objectives of this title and any applicable comprehensive plans.
- (5) The deviation from the requirement of this title that is permitted by the variance will be no more than is necessary to permit a reasonable use of the property.

LAND USE

Existing Land Use:

The subject property, Tax ID #6194000L002-B, identified as LONG IS RSB L/02 & 3 Lot 2-B and located within Section 17, Township 3 North, Range 19 West, lies on Long Island in Big Lake within the Big Lake Community Council area. The parcel was platted under Plat No. 71-83 on September 10, 1971, prior to the establishment of borough setback and minimum lot size requirements. The lot measures approximately 0.28 acres (12,400 square feet) and has irregular dimensions of approximately 100 feet northwest to east-west, 111.02 feet northeast to southeast, 110 feet southeast to southwest, and 145 feet southwest to northwest. An overhead MEA utility line, shown on the original 1971 plat and running generally east to west across the property, imposes a required 15-foot setback. No additional restrictions or notes are identified on the recorded plat. The applicant proposes construction of a 30-foot by 50-foot single-family dwelling. A survey of the property was prepared by Scott Holm on February 24, 2025. Long Island does not have any roads accessing any point on the island and it is required to access all parcels by use of the waterbody.

Surrounding Land Uses:

Long Island is located within Big Lake in the Matanuska-Susitna Borough and is characterized by low-intensity residential and recreational land uses. Development on the island is limited and generally consists of seasonal or single-family residential cabins, accessory structures, and small private docks supporting water-dependent access. Land use patterns emphasize preservation of the island's natural character, with substantial areas remaining undeveloped and vegetated with native vegetation cover. Due to its island setting, access is primarily by boat, and infrastructure such as roads, utilities, and public services is minimal or absent. Uses are largely consistent with surrounding Big Lake shoreline development, which prioritizes residential enjoyment, recreation, and environmental stewardship, while maintaining the lake's function as a valued natural and recreational resource.

Commonly Enjoyed Uses Analysis:

Planning staff conducted an analysis using Borough Assessment files and GIS systems. Staff analyzed the parcels with lake frontage on Long Island. According to MSB 17.65.020(2) *The strict application of the provisions of this title would deprive the applicant of rights commonly enjoyed by other properties under the terms of this title.* An analysis of commonly enjoyed rights within the Long Island subdivision in Big Lake examined a total of 48 properties, of which 39 are legal through adhering to applicable setbacks, Grandfather Rights, and previously allocated variances. Long Island encompasses approximately 31.86 acres and is located within the Big Lake Community Council area and Assembly District 5. Development on the island is predominantly residential, with a total of 42 residential properties, one commercial property, and five undeveloped parcels. Existing development reflects modest residential use, with an average structure size of approximately 1,332 square feet and an average year built of 1977. Lot sizes on the island range from approximately 0.24 acres at the smallest to 1.24 acres at the largest. Structures are generally situated close to the shoreline, with an average approximate distance of 55.125 feet from the waterbody, reflecting historic development patterns and shared access to the lake as a common and defining feature of the subdivision.

All calculations of applicable criteria and findings provided by staff will use only legal parcels and parcels that are not in violation of any MSB setback regulations.

REVIEW OF APPLICABLE CRITERIA AND FINDINGS

MSB 17.03 – Public Notification

Borough staff mailed a total of 11 notices on December 12, 2025, to all property owners located on Long Island, and any other subject parcels within 600 feet of the subject lot. The Frontiersman published the public hearing notice in the December 12, 2025, issue. Staff posted the application material on the Borough's website and emailed the public notice, application material, and a request for comments to outside agencies and the Big Lake Community Council on December 12, 2025.

Staff has received one comment from the public in favor of granting the variance.

Section 17.65.020 Requirements for Granting a Variance

(A) *In order to grant a variance to the regulations of MSB title 17, the planning commission must find that each of the following requirements has been met:*

(1) *There are unusual conditions or circumstances that apply to the property for which the variance is sought.*

Findings of Fact:

1. The subject lot is part of the Long Island Subdivision, Big Lake Alaska, and was initially platted in 1971 before Borough setback and lot size regulations were established.
2. Big Lake is located to the south and north of the subject parcel. To the west and east is a residential property.

3. According to the application material, the subject lot measures approximately 0.28 acres (12,400 square feet) and has irregular dimensions of approximately 100 feet northwest to east-west, 111.02 feet northeast to southeast, 110 feet southeast to southwest, and 145 feet southwest to northwest.
4. According to the application material an overhead MEA utility line, shown on the original 1971 plat and running generally east to west across the property, imposes a required 15-foot setback.
5. According to the application materials, the buildable land is a small section of land on the south side of the property. The buildable area is 27' from the ordinary high-water of Big Lake, on the south side and 75 feet from the ordinary high-water of Big Lake, on the north side of the property.
6. According to the application there is no portion of the lot that will adhere to all waterbody setbacks, and platted utility line setbacks.

Conclusion of Law: Based on the findings, the 0.28-acre parcel has limited legal building area due to the 75' building setback and the overhead utility line setback of 15-feet, which is an unusual condition (MSB 17.65.020(A)(1)).

(2) *The strict application of the provisions of this title would deprive the applicant of rights commonly enjoyed by other properties under the terms of this title.*

7. Planning staff analyzed 48 parcels with lake frontage on Long Island of Big Lake.
8. Planning staff found the lakefront properties within the analysis area vary in size from 0.24 to 1.24 acres.
9. Development within the analysis area reflects modest residential use, with an average structure size of approximately 1,332 square feet
10. After conducting an analysis, the Planning staff found that there are 39 lakefront parcels with dwellings that appear to meet the 75-foot setback criteria, have legal non-conforming status or a granted variance.
11. The dwellings that may violate the setback requirements were not included in the average dwelling size calculation.
12. According to the application material, the applicant proposes a residential cabin of 1,500 square foot residential single-story structure 27-feet from Big Lake.
13. According to the application materials, the proposed residential cabin will adhere to all other setbacks from the side lot lines, northern waterbody setback, and the utility setback.
14. Big Lake is located south and north of the subject parcel. To the east and west is a residential property.

Discussion: Real property owners are granted a series of rights over their land, chief among these being the right to use and enjoy the premises as they see fit. This encompasses a wide range of activities, from residential to commercial purposes, allowing property owners considerable freedom in utilizing their land. However, this freedom is not absolute and is subject to certain legal restrictions to promote orderly development and ensure the community's welfare. For example,

property owners must comply with the Borough's zoning laws and regulations, including how far structures must be set back from property lines, waterbodies, and public rights-of-way.

The planning staff used the Borough Assessment files and GIS systems to conduct an analysis. The study area's average dwelling size was the focus of our analysis. We excluded any properties featuring dwellings that appeared to fall within the 75-foot waterbody setback to maintain our findings' integrity. Our analysis aims to reflect lawful property use and development patterns within the area of interest by excluding non-compliant properties.

Conclusion of Law: Based on the above findings, the strict application of the provisions of this title would deprive the applicants of rights commonly enjoyed by others, as the subject lot has certain unique conditions and circumstances that apply. The average size of dwellings within the analysis area is 1,332 square feet. The property is 0.28 acres of land and limited to development because of a utility easement that runs east-west through the middle of the property. Therefore, constructing a 1,500 -square-foot residential cabin within the 75' setback on the property is a reasonable use of the land. (MSB 17.65.020(A)(2)).

(3) The granting of the variance will not be injurious to nearby property, nor harmful to the public welfare.

Findings of Fact:

15. According to the application material, the applicant proposes building a residential cabin of 1,500 square foot single-story structure within the 75' setback regulation.
16. According to the application material, the applicant proposes a residential cabin of 1,500 square foot residential single-story structure 27-feet from Big Lake of the southern end of the subject parcel.
17. According to the application materials the proposed residential cabin will only occupy 12% of the total parcel.
18. According to the application materials, the proposed residential cabin will adhere to all other setbacks from the side lot lines, northern waterbody setback, and the utility setback.
19. In 2005, the Matanuska-Susitna Borough Assembly adopted voluntary best management practices (BMP) for development around waterbodies.
20. According to the application material, the subject parcel has a total of 221.02 feet of shoreline on Big Lake on the northern and southern end of the subject parcel.
21. Based on the application materials, the applicant proposes preserving approximately 100% of undisturbed native vegetation of the shoreline bank besides the access and egress from the subject parcel to the dock.
22. According to the application materials, the applicant was provided with an Alaska Fish & Game permit to reconstruct the dock on February 24, 2025.

Conclusion of Law: Based on the above findings, granting the variance will not be injurious to nearby property, nor harmful to the public welfare (MSB 17.65.020(A)(3)).

(4) The granting of the variance will be in harmony with the objectives of this title and any applicable comprehensive plans.

COMPREHENSIVE PLAN

The property is located within the Big Lake planning area. The Big Lake Comprehensive Plan Update (August 2009) applies to the subject property. Two of the land use goals of the plan are:

Goal (LU&E-3) Protect the natural environment – *As the area grows, actions are needed to avoid detrimental effects on well water, quality of surface water, habitat, wetlands and other natural environmental features.*

Goal (LU&E-4) Provide for freedom to enjoy our properties – *The plan supports a balance of freedom to use property as individuals choose up to that point where one person's use limits the rights of neighbors to enjoy their property. Responsible land use should be in harmony with surrounding land use without damaging the health, safety and welfare of adjacent property.*

Four types of residential areas are recognized in the plan. The subject property is in the “Dispersed Residential” area, *defined as “Rural residential areas, where lots are larger, and the natural setting is more dominant. This is the primary land use type in the Big Lake area.”*

One of the strategies to achieve the broad goals is to “Establish Community-Wide Development Guidelines.” Some of the guidelines that pertain to this property are as follows:

- **Natural Vegetation/Site Disturbance** – *Encourage retention of existing natural vegetation and replant disturbed areas. Grading and clear-cutting of the entire parcel prior to selling or developing land is strongly discouraged.*
- **Protection of Water Quality** – *Use of land adjoining waterbodies should be designed to minimize impacts on water quality. Actions to achieve this goal include minimizing removal of natural vegetation along the majority of the edge of lakes, streams or wetlands, to keep lawn chemicals, silt, and septic effluents out of the watershed, to inhibit bank erosion and provide habitat for wildlife such as ducks and loons, while providing some screening of development.*
- **Building Setbacks from Waterbodies (new structures)** – *require at least the MSB 75' minimum development setback from streams, lakes, wetlands and other waterbodies; "development" is defined as habitable structures. Non habitable structures, such as boathouses, shed, decks or saunas can be built within 75' of lakes and streams, but these improvements should be designed to have minimal environmental and visual impact on the adjoining waterway.*
- **Building Setbacks from Waterbodies (existing non-compliant structures)** – *for buildings developed after the date (1987) of the setback ordinance (Chapter 17.55 of the Borough Code of Ordinances) and prior to the adoption of the Borough's land use permit (2007), special consideration should be given, in keeping with state statutes, to approving setback violation appeals caused by inadequate information and communications of that information to property owners. This is not advocating blanket approvals of setback violations but rather that leeway be given to approving violations that have no adverse impact on surrounding properties and waterbodies, and which occurred as honest mistakes and not as overt violations of the criteria by people who knew or should have known better. The plan recommends these approvals contain restrictions on expanding the encroachment*

or rebuilding a destroyed structure. However, all requests for variances must be considered in accordance with Alaska Statute 29.40.040(B).

Within the Big Lake Comprehensive Plan Update (August 2009), the introduction is a statement discussing the authority of the plan.

“A comprehensive plan is a legally recognized document, with the authority to guide decisions on land use, public facilities and services, transportation and other issues. At the same time, comprehensive plans are intended to set broad goals that will remain relevant over multiple years. Consequently, by design, this plan does not set out precise binding rules on development, such as might be established in a Special Use District. Nor does it make final decisions on the specific locations of new roads or public facilities. What it does do is present general goals on the type of place the community wants to be in the future and then outline general strategies on how to reach these goals.”

The Big Lake Comprehensive Plan Update (August 2009) does not eliminate the possibility of acquiring a variance to MSB 17.55. Still, it encourages thoughtful and considerate use of the property, considering the environment, surrounding use, surrounding development, and freedom to enjoy life on Big Lake.

The Matanuska-Susitna Borough Comprehensive Plan (2005 Update) also pertains to this property. Two of the land use goals state:

Goal (LU-1): Protect and enhance the public safety, health, and welfare of Borough residents.

Policy LUI-1: Provide for consistent, compatible, effective and efficient development within the borough.

This plan does not expressly address variance requests. It does include goals to protect the environment and the surrounding areas. Variance requests are not inconsistent with the policies and goals of the Matanuska-Susitna Borough Comprehensive Plan (2005 Update).

Findings of Fact:

23. MSB Chapter 17.65 – Variances were written to grant relief to property owners whose lots are impacted by existing land use regulations, thereby making the lot undevelopable.
24. The Big Lake Comprehensive Plan (2009 update) contains a list of development guidelines, one of which states, “Require at least the MSB 75’ minimum development setback from streams, lakes, wetlands and other water bodies; “development” is defined as habitable structures.”
25. The Big Lake Comprehensive Plan (2009 update), by design, does not set out precise binding rules on development but instead provides general goals on the type of place the community wants to be in the future and then outlines general strategies to reach those goals.
26. Goal (LU&E-3) of the Big Lake Comprehensive Plan Update (August 2009) is to “Protect the natural environment.”
27. Goal (LU&E-4) of the Big Lake Comprehensive Plan Update (August 2009) is to “Provide for freedom to enjoy our properties.”

28. The Big Lake Comprehensive Plan recognizes four types of residential areas. The subject property is in the “Dispersed Residential” area, defined as “Rural residential areas, where lots are larger and the natural setting is more dominant. This is the primary current land use type in the Big Lake area.”
29. Goal (LU-1) of the Matanuska-Susitna Borough Comprehensive Plan (2005 Update) states: Protect and enhance the public safety, health, and welfare of Borough residents.
30. Policy LU1-1 of the Matanuska-Susitna Borough Comprehensive Plan (2005 Update) states: Provide for consistent, compatible, effective, and efficient development within the Borough.
31. Goal (LU-2) of the Matanuska-Susitna Borough Comprehensive Plan (2005 Update) states: Protect residential neighborhoods and associated property values.
32. The variance request is consistent with the policies and goals of the Matanuska-Susitna Borough Comprehensive Plan (2005 Update) as the residential structure cannot be constructed on the lot without a setback variance, the structure is placed as far back on the property as possible, and the structure is similar to surrounding development.
33. In 2005, the Matanuska-Susitna Borough Assembly adopted voluntary best management practices (BMP) for development around waterbodies.
34. According to the application material, the subject parcel has a total of 221.02 feet of shoreline on Big Lake on the northern and southern end of the subject parcel.
35. Based on the application materials, the applicant proposes preserving approximately 100% of undisturbed native vegetation of the shoreline bank besides the access and egress from the subject parcel to the dock.
36. According to the application materials, the applicant was provided with an Alaska Fish & Game permit to reconstruct the dock on February 24, 2025.
37. According to the application material, the applicant proposes a residential cabin of 1,500 square foot residential single-story structure 27-feet from Big Lake of the southern end of the subject parcel.
38. According to the application materials, the proposed residential cabin will adhere to all other setbacks from the side lot lines, northern waterbody setback, and the utility setback.
39. Planning staff analyzed 48 parcels with lake frontage on Long Island of Big Lake.
40. After conducting an analysis, the Planning staff found that there are 39 lakefront parcels with dwellings that appear to meet the 75-foot setback criteria, have legal non-conforming status or a granted variance.
41. Planning staff found the lakefront properties within the analysis area vary in size from 0.24 to 1.24 acres.
42. Development within the analysis area reflects modest residential use, with an average structure size of approximately 1,332 square feet
43. The dwellings that may violate the setback requirements were not included in the average dwelling size calculation.

44. According to the Planning staff's analysis, constructing a 1,500-square-foot dwelling is compatible with the surrounding area.

Discussion: Based on the Big Lake Comprehensive Plan, staff suggest that the lot may not be clear-cut, and the property owners maintain a 10-foot wide buffer of undisturbed vegetation along approximately 65 feet of the shoreline.

Conclusion of Law:

Based on the above findings, the proposed variance is consistent with the applicable comprehensive plans and does meet the intent of MSB 17.65 (MSB 17.65.020(A)(4)).

(5) *The deviation from the requirement of this title that is permitted by the variance will be no more than is necessary to permit a reasonable use of the property.*

Findings of Fact:

45. According to the application material, the subject lot measures approximately 0.28 acres (12,400 square feet) and has irregular dimensions of approximately 100 feet northwest to east-west, 111.02 feet northeast to southeast, 110 feet southeast to southwest, and 145 feet southwest to northwest.

46. According to the application material an overhead MEA utility line, shown on the original 1971 plat and running generally east to west across the property, imposes a required 15-foot setback.

47. According to the application materials, the buildable land is a small section of land on the south side of the property. The buildable area is 27' from the ordinary high-water of Big Lake, on the south side and 75 feet from the ordinary high-water of Big Lake, on the north side of the property.

48. According to the application there is no portion of the lot that will adhere to all waterbody setbacks, and platted utility line setbacks.

49. According to the application materials the proposed residential cabin will only occupy 12% of the total parcel.

50. Planning staff analyzed 48 parcels with lake frontage on Long Island of Big Lake.

51. Planning staff found the lakefront properties within the analysis area vary in size from 0.24 to 1.24 acres.

52. Development within the analysis area reflects modest residential use, with an average structure size of approximately 1,332 square feet

53. After conducting an analysis, the Planning staff found that there are 39 lakefront parcels with dwellings that appear to meet the 75-foot setback criteria, have legal non-conforming status or a granted variance.

54. The dwellings that may violate the setback requirements were not included in the average dwelling size calculation.

55. According to the application material, the subject parcel has a total of 221.02 feet of shoreline on Big Lake on the northern and southern end of the subject parcel.

56. Based on the application materials, the applicant proposes preserving approximately 100% of undisturbed native vegetation of the shoreline bank besides the access and egress from the subject parcel to the dock.
57. According to the application materials, the applicant was provided with an Alaska Fish & Game permit to reconstruct the dock on February 24, 2025.
58. According to the application material, the applicant proposes a residential cabin of 1,500 square foot residential single-story structure 27-feet from Big Lake of the southern end of the subject parcel.

Conclusion of Law: Based on the above findings, granting a variance will be no more than necessary to permit a reasonable use of the property (MSB 17.65.020(A)(5)).

Section 17.65.030 Cases Where Variance is Illegal

(A) A variance from this title may not be granted if:

- (1) Special conditions that require the variance are caused by the person seeking the variance.*

Findings of Fact:

59. The subject lot is located within Section 17, Township 3 North, Range 19 West, lies on Long Island in Big Lake within the Big Lake Community Council area.
60. The subject parcel was platted under Plat No. 71-83 on September 10, 1971, prior to the establishment of borough setback and minimum lot size requirements.
61. The subject parcel measures approximately 0.28 acres (12,400 square feet) and has irregular dimensions of approximately 100 feet northwest to east-west, 111.02 feet northeast to southeast, 110 feet southeast to southwest, and 145 feet southwest to northwest.
62. The subject parcel contains an overhead MEA utility line, shown on the original 1971 plat and running generally east to west across the property, imposes a required 15-foot setback.
63. According to the application materials the proposed residential cabin will only occupy 12% of the total parcel.
64. Planning staff analyzed 48 parcels with lake frontage on Long Island of Big Lake.
65. Planning staff found the lakefront properties within the analysis area vary in size from 0.24 to 1.24 acres.
66. Development within the analysis area reflects modest residential use, with an average structure size of approximately 1,332 square feet
67. After conducting an analysis, the Planning staff found that there are 39 lakefront parcels with dwellings that appear to meet the 75-foot setback criteria, have legal non-conforming status or a granted variance.
68. Big Lake is located north and south of the subject parcel.

Conclusion of Law: Based on the above findings, the person seeking the variance did not cause the need for the variance (MSB 17.65.030(A)(1)).

(2) The variance will permit a land use in a district in which that use is prohibited.

Findings of Fact:

69. The subject parcel is not in a special land use district.
70. Residential structures are allowed on this property.

Conclusion of Law: Based on the above findings, the variance, if granted, will not allow a land use in a district in which that use is prohibited, as residential structures are allowed on this site (MSB 17.65.030(A)(2)).

(3) The variance is sought solely to relieve pecuniary hardship or inconvenience

Findings of Fact:

71. The subject lot is located within Section 17, Township 3 North, Range 19 West, lies on Long Island in Big Lake within the Big Lake Community Council area.
72. The subject parcel was platted under Plat No. 71-83 on September 10, 1971, prior to the establishment of borough setback and minimum lot size requirements.
73. The subject parcel measures approximately 0.28 acres (12,400 square feet) and has irregular dimensions of approximately 100 feet northwest to east-west, 111.02 feet northeast to southeast, 110 feet southeast to southwest, and 145 feet southwest to northwest.
74. The subject parcel contains an overhead MEA utility line, shown on the original 1971 plat and running generally east to west across the property, imposes a required 15-foot setback.
75. According to the application materials the proposed residential cabin will only occupy 12% of the total parcel.
76. Big Lake is located north and south of the subject parcel.
77. According to the application this reduces there is no buildable area that meets all required setbacks due to the limitation of the utility easement running east west through the middle of the property.

Conclusion of Law: Based on the above findings, the variance is not solely being sought to relieve pecuniary hardship or inconvenience (MSB 17.65.030(A)(3)).

STAFF RECOMMENDATIONS

Staff recommends approval of the variance for the subject property, Tax ID #6194000L002-B, identified as LONG IS RSB L/02 & 3 Lot 2-B, located on Long Island in Big Lake within the Big Lake Community Council area. The parcel was legally platted under Plat No. 71-83 on September 10, 1971, prior to the adoption of current borough setback and minimum lot size requirements and is therefore a pre-existing lot of record. The lot consists of approximately 0.28 acres (12,400 square

feet) with irregular dimensions, which, when combined with a required 15-foot setback from an overhead MEA utility line shown on the original plat, significantly constrains the buildable area. No additional restrictions or notes are identified on the recorded plat. The applicant proposes construction of a modest 30-foot by 50-foot single-family dwelling, consistent with residential development on Long Island. A survey prepared by Scott Holm dated February 24, 2025, confirms existing site conditions. Additionally, Long Island has no road access, and all parcels must be accessed by water, further limiting development flexibility. Staff finds that the request is reasonable, results from unique physical constraints of the lot, and is necessary to allow reasonable residential use of the property consistent with surrounding development, without adversely affecting public health, safety, or welfare.

Should the Planning Commission deny the variance, the commission shall create findings supporting the denial and amend the resolution.

Application



MATANUSKA-SUSITNA BOROUGH

Planning and Land Use Department Development Services Division

350 East Dahlia Avenue • Palmer, AK 99645

Phone (907) 861-7822

Email: permitcenter@matsugov.us

Matanuska-Susitna Borough
Development Services

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APPLICATION FOR A VARIANCE – MSB 17.65

NOTE: Carefully read instructions and applicable borough code. Fill out forms completely. Attach information as needed. Borough staff will not process incomplete applications.

Required Attachments:

- \$1,500 application fee
- Certified Site Plan – as defined in MSB 17.125
- Structural elevation drawings of the proposed development
- Narrative with all information required on Pages 1 and 2

Subject Property:

MSB Tax Account ID#(s): 56194000L002-B

Street Address: Long Is RSB L10213 LOT 2-B

Name of Property Owner

Abigail Gilera Hunsick, Dylan Sabrena Stenger Dylan Stenger

Mailing: 705 S. Williwaw Dr
Palmer, AK, 99645

Phone: Hm 907-982-9349 Fax _____

Work _____ Cell _____

E-mail: Sabrena.Stenger@gmail.com

Name of Agent / Contact for application

Dylan Stenger Dylan Stenger

Mailing: 400 W 76th Ave # 201
Anchorage, AK, 99518

Phone: Hm _____ Fax _____

Work _____ Cell 907-982-9941

E-mail: DylanStenger@live.com

RHOTFLASH@HOTMAIL.COM

NARRATIVE – In order to grant a variance from MSB Title 17, the Planning Commission must find that each of the following requirements has been met (17.65.020). Explain how the request meets each requirement.	Attached
Identify the exact code standard(s) which the request for variance is related to.	<input checked="" type="checkbox"/>
Provide a detailed written description as to why the variance is required.	<input checked="" type="checkbox"/>
What unusual conditions or circumstances apply to the property for which the variance is sought?	<input checked="" type="checkbox"/>

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How the strict application of the provisions of this title will deprive you of the rights commonly enjoyed by other properties under the terms of this title.	<input checked="" type="checkbox"/> Received
Why the granting of the variance will not be injurious to nearby property, nor harmful to the public welfare.	<input checked="" type="checkbox"/>
How will the granting of the variance be in harmony with the objectives of this title and any applicable comprehensive plans?	<input checked="" type="checkbox"/>
How the deviation from the requirements of this title as permitted by the variance will be no more than is necessary to permit a reasonable use of the property.	<input checked="" type="checkbox"/>
Explain what MSB adopted Voluntary Best Management Practices for Development around Waterbodies will be implemented into the proposed development.	<input checked="" type="checkbox"/>

A variance may <u>not</u> be granted if any of the conditions listed below are true. Explain why each condition is <u>not</u> applicable to this application.	Attached
The special conditions that require the variance are caused by the person seeking the variance.	<input checked="" type="checkbox"/>
The variance will permit a land use in a district in which that use is prohibited.	<input checked="" type="checkbox"/>
The variance is sought solely to relieve pecuniary hardship or inconvenience.	<input checked="" type="checkbox"/>

Drawings	Attached
A boundary survey and site plan of the proposed and/or existing development, of the particular parcel or parcels affected. The survey must be submitted under the seal of an Alaska Registered Land Surveyor.	<input checked="" type="checkbox"/>
Structural elevation drawing(s) for the purpose of indicating the proposed height and bulk, view and other dimensions of the subject structure.	<input checked="" type="checkbox"/>

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

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

MSB Tax parcel ID #(s) 56194000L002-B and, I hereby apply for approval a setback variance on that property as described in this application.

I understand all activity must be conducted in compliance with all applicable standards of MSB 17.55 and MSB 17.65 and with all other applicable borough, state or federal laws.

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.

Application for Big Lake Variance

Planning Commission Packet

January 5, 2026

Matanuska-Susitna Borough
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Subject Property: Long Island RSB L/02 & 3 Lot 2-B

Property Owners: Alan & Gloria Hunsuck and Dylan & Sabrena Stenger

Code standard for which the request of the variance is related: 17.55

Provide a Detailed Written Description as to Why the Variance is Required

We are requesting a variance from the 75ft shore line setback requirements due to the unique constraints of our property. The property's irregular shape and the presence of an overhead power line significantly limits our ability to build within the current setback requirements.

The lot is 155 ft deep on one side and 114.9 ft on the opposite side, creating an angled, non-uniform buildable space.

The distance from the shoreline on front and back of the property would have an overlapping 75ft setback effectively leaving us with zero buildable space without a variance.

A MEA power line runs through the middle of the property, requiring a 15ft easement on both sides, further reducing available building space.

What Unusual Conditions Apply to the Property for Which the Variance is Sought?

Our property has two key physical constraints that make compliance with the 75ft set requirements impossible. The irregular shape and size creates an angled buildable area that limits placement options. The shoreline does not run parallel to the lots interior boundaries, further complicating setback compliance. A MEA power line runs diagonally through the property, requiring a 15ft easement on both sides, effectively reducing the buildable area to zero.

How the strict application of the provisions of this title will deprive you of the rights commonly enjoyed by other properties under the terms of this title.

This property has been in our family since 1970. It has been our sanctuary through three generations. We have close family members that also own a recreational cabin on Big Lake. We have established through the years history with numerous families, that either live at Big Lake or use their cabin for recreational.

The Mat-Su borough defines a "Lot" as a designated parcel, plot, tract or area established by plat, subdivision, or as otherwise permitted by law, to be used, developed, or built upon as a unit. This lot has been legally designated for residential development. Without a variance, we would be unable to build a cabin, depriving us of a reasonable and common use of our property. I should be granted the same rights as other properties to build a cabin.

Other property owners on Long Island have existing structures that either predate current regulations or have sufficient land to build within the required setbacks. Without a variance, we would be the only property owners on Long Island unable to build a reasonable structure.

The inability to construct a cabin would not only deny us the enjoyment of our property but would also limit the value and use of the land, which was intended for residential development. A variance is necessary to allow us the same rights as neighboring property owners.

Why the granting of the variance will not be injurious to nearby property, nor harmful to the public welfare.

Granting this variance will not negatively impact neighboring properties or the public. Our lot is uniquely positioned with water on two sides, meaning we only have two neighboring properties. The placement of our cabin will not obstruct their views of Big Lake or limit their access in any way. Additionally we have no plans to construct a boathouse or any other structure that might interfere with their use and enjoyment of their property.

We are committed to responsible development and will follow the Big Lake Comprehensive Plan that supports a balance of freedom to use property as individuals chose up to the point where one person's use limits the rights of neighbors to enjoy their property. Our cabin will be designed to blend with the natural landscape, maintaining the character of Long Island and the broader Big Lake community.

We have contracted with Pantone Engineering to design a wastewater system for our property that will start in August due to their workload. Steve has extensive experience working with ADEC to ensure compliance with all applicable codes and regulations. If you have any questions you can contact Steve at 907-745-8200.

To minimize disruption to our neighbors during construction, we will adhere to reasonable work hours and noise control measures. Once complete, our cabin will be a well maintained and attractive addition to the island. This will enhance property values and contribute positively to the Big Lake community.

How the granting of the variance will be in harmony with the objectives of this title and any applicable comprehensive plans.

The Big Lake Comprehensive plan prioritizes responsible development that preserves the natural beauty of the area while allowing property owners reasonable use of their land. Our proposed cabin aligns with these objectives by ensuring that construction remains environmentally conscious, does not obstruct neighboring views, and maintains the character of Long Island. Our Development Services

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shoreline while also adhering to the 15ft easement requirements from the power line. The structure will be modest in size compared to other cabins on Big Lake and will not negatively impact surrounding properties. We have contracted Pannone Engineering to design a wastewater system that will be the most effective for the Big Lake environment. We enjoy fishing and watching the Ducks, that sometimes come right next to our shoreline. We have always and will continue to support local services including stores and entertainment.

Planning Commission Packet

January 5, 2026

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How the deviation from the requirements of this title as permitted by the variance will be no more than is necessary to permit a reasonable use of the property.

The variance we are requesting is the minimum necessary to allow for reasonable development while still complying with all other applicable regulations. We are proposing a single story, 30X50 (1,500 sq.ft.) cabin, which covers only 12% of the total lot area. The placement of this cabin is as far back from the shoreline as possible while also adhering to MEA's 15ft required setback from the overhead power lines on the property. By designing a structure that is modest in scale and positioning it to minimize environmental and visual impact, we are ensuring that our request is no greater than what is necessary.

Explain what MSB adopted Voluntary Best Management Practices for development around waterbodies will be implemented into the proposed development.

Shoreline Preservation by maintaining a continuous buffer of undisturbed native vegetation along the shoreline to minimize erosion, filter runoff and protect water quality. Our property has 214 ft of shoreline. We have a 10ft transition from the dock to the property, ensuring the remaining 204 ft remain preserved.

Maintaining a low impact footprint by ensuring the cabin covers only 12% of the lot, well below the 25% threshold recommended by environmental guidelines.

Minimizing land disturbance by carefully chosen site to avoid unnecessary grading or disruption of natural land contours. We will limit clearing to only what is essential for construction while keeping as many existing trees and plants as possible. The cabin will be built on helical piles, which will require no excavation or disturbance of the land.

We will not use fertilizers, pesticides or herbicides that could run off into the lake for Environmentally friendly landscaping. We will plant native vegetation to help stabilize the soil and enhance wildlife habitat.

We are collaborating with Steve from Pannone Engineering Services to design a wastewater system tailored to our unique property while ensuring full compliance with the ADEC regulations.

Matanuska-Susitna Borough
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Additionally, we have already complied with Alaska Fish and Game as well as the U.S. Corps of Engineers building a new dock. The dock will serve as our primary lake access point, preventing unnecessary shoreline disturbance.

By incorporating these best practices, we are not only complying with local recommendations but also ensuring that our cabin enhances, rather than harms, the natural beauty and ecological health of Big Lake.

A variance may not be granted if any of the conditions listed below are true. Explain why each condition is not applicable to this application.

The special conditions that require the variance are caused by the person seeking the variance.

The irregular shape and narrow depth of the lot were determined by natural geography and past land divisions. Additional the overhead power line and its required 15ft easement on both sides were placed by MEA. We had no control on the subdividing of the lot, its irregular shape or the placement of the power line.

The variance will permit a land use in a district where it is not permitted.

This variance does not request any land use that is not already permitted. The Mat-Su Borough has designated this lot as a residential lot, intended for development and recreational use. Our proposed cabin aligns with existing neighborhood characters and Borough zoning regulations. The only variance we seek is for the setback distance, not for any change in land use.

The variance is sought solely to relieve pecuniary hardship or inconvenience.

Our request is not based on financial considerations or issues of inconvenience, but rather on the physical constraints of the lot. The property's narrow debt, combined with the mandatory power line easement, makes it impossible to build within the standard setback limits. We are seeking a variance solely for the debt of our prosperity not meeting the 75Ft setback requirements.

Granting of this variance would allow for reasonable development of the property while maintaining compliance with borough objectives. The proposed cabin will protect the lake environment by following ADEC regulations, respect neighboring properties, and enhance to overall character of Big Lake, ensuring long term sustainability for future generations. Building a cabin on this land isn't just about having a place to stay, it's about restoring a piece of our family history. This will allow us to continue enjoying the lake that has brought our family and friends so much joy. By bringing this cabin to life, we honor the past while creating a space for future generations to share in the same laughter, connections and love that makes Big Lake so special.

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We would like to thank the Planning Commission for taking the time to review our application.
If you have any questions please do not hesitate to contact
Dylan who will be working closely with all aspects of building a cabin along side Scott.

Dylan Stenger email: Dylanstenger@live.com 907-982-9941
Scott Hunsuck email: S.Hunsuck17@gmail.com 907-982-0199

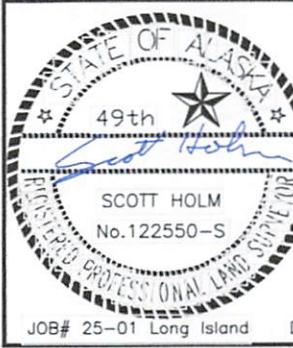
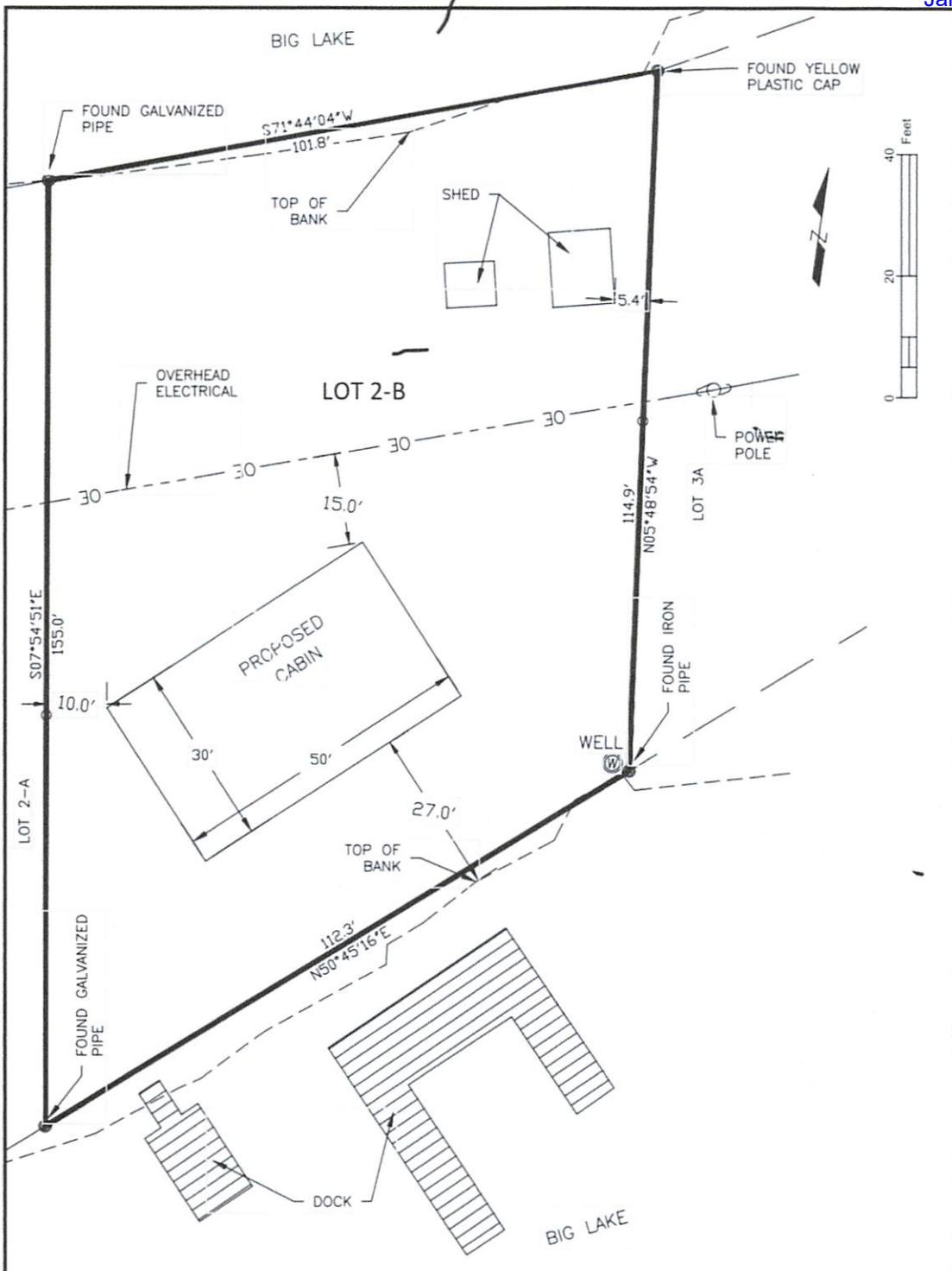
Matanuska-Susitna Borough
Development Services

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SURVEYOR'S CERTIFICATE
I hereby certify that I am a Registered Professional Land Surveyor in the State of Alaska and that this survey represents a survey made by me or under my direct supervision, and that the monuments shown thereon actually exist as described, and that all dimensional and other details are true and correct to the best of my knowledge.

SCOTT HOLM
No. 122550-S
PROFESSIONAL
JOB# 25-01 Long Isl

DRAFTED BY: SH

PLOT PLAN 4

LOT 2-B

REPLAT LOT 2 & 3

LONG ISLAND SIBDIVISION

(PLAT # 71-83)

LOCATED IN
Sec. 19, T. 17 N., R. 3 W.

KA. PALMER RECORDING

BLUSH CONSTRUCTION SURVEYS

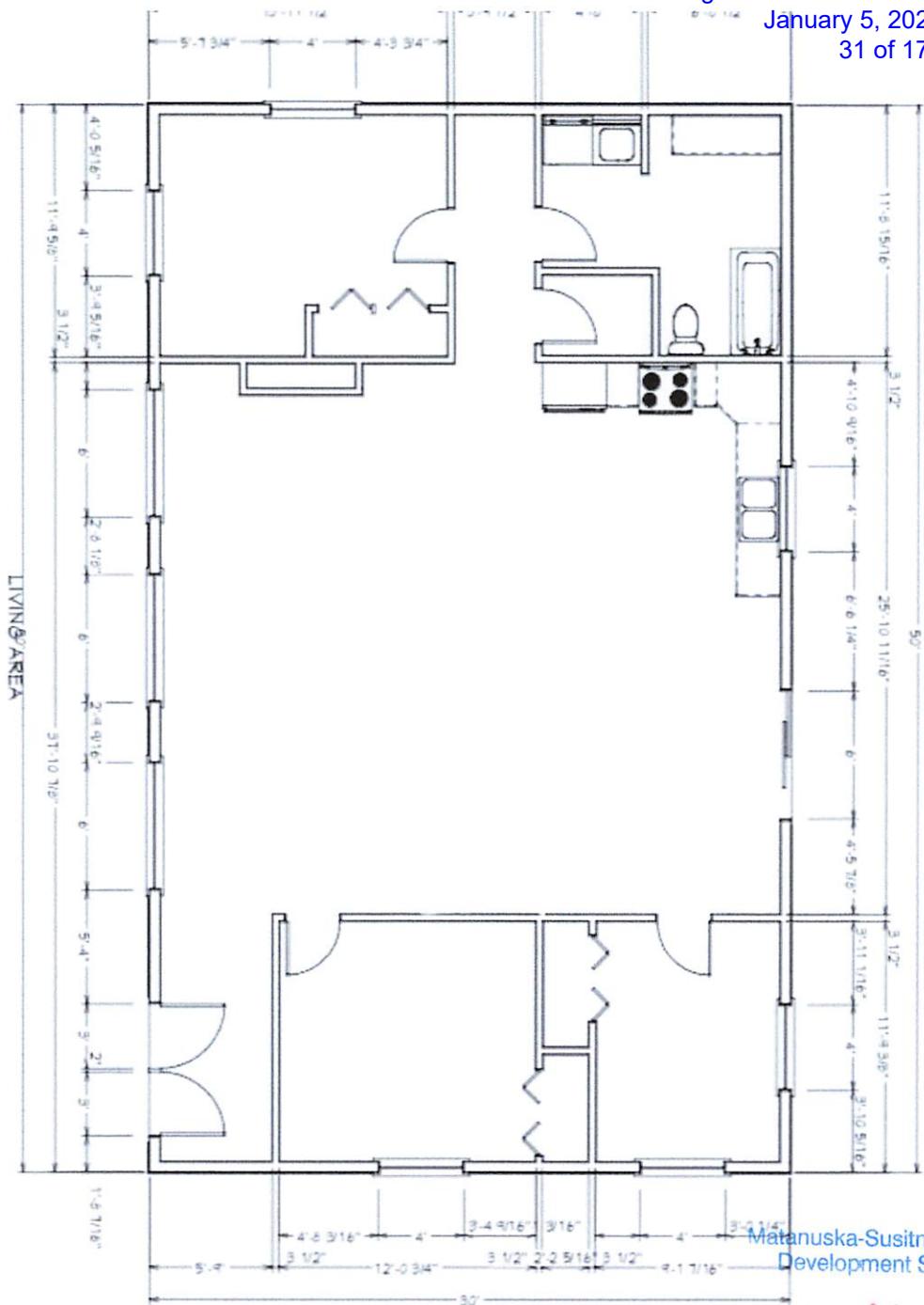
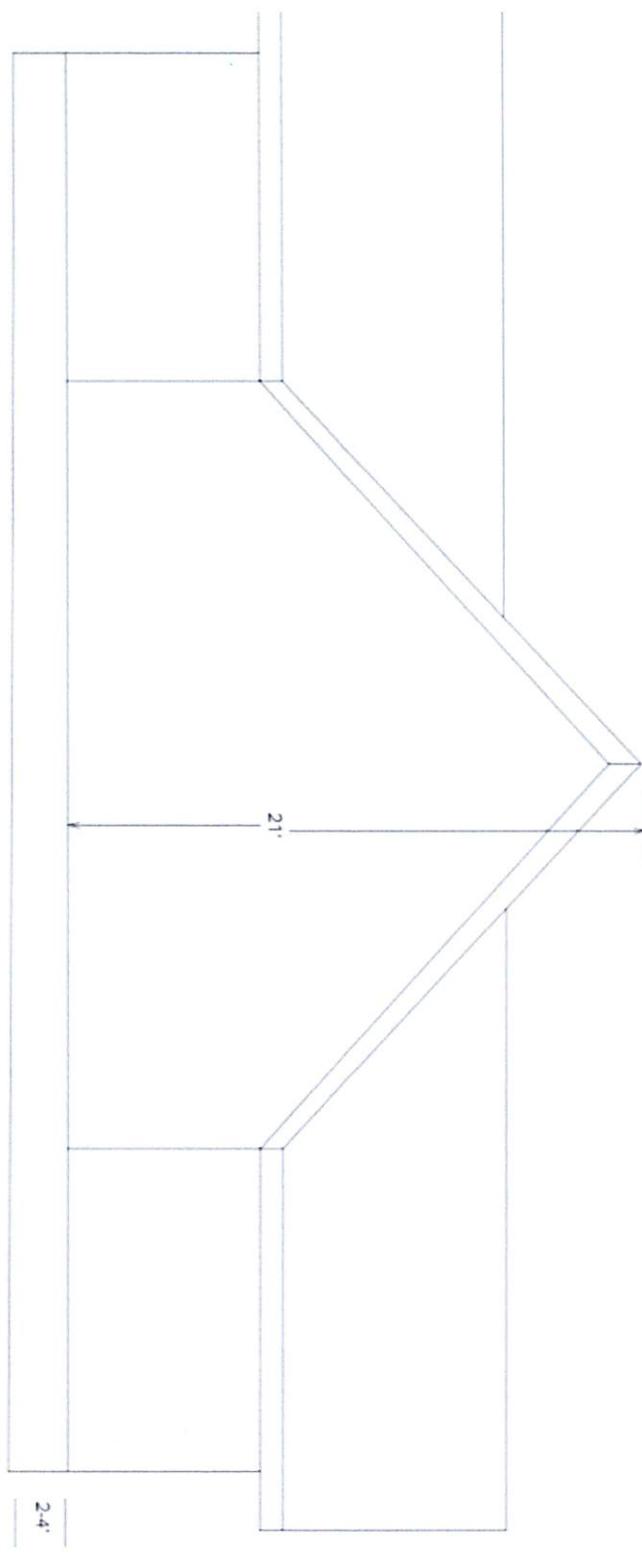
PAGE: 1 of 1

BUSH CONSTRUCTION SURVEYS, INC.
3167 COTTLE LOOP, WASILLA, ALASKA 99654

P.O. BOX 876390, WASILLA, ALASKA 99687

ALASKA BUSINESS LICENSE No.

(907) 373-6996



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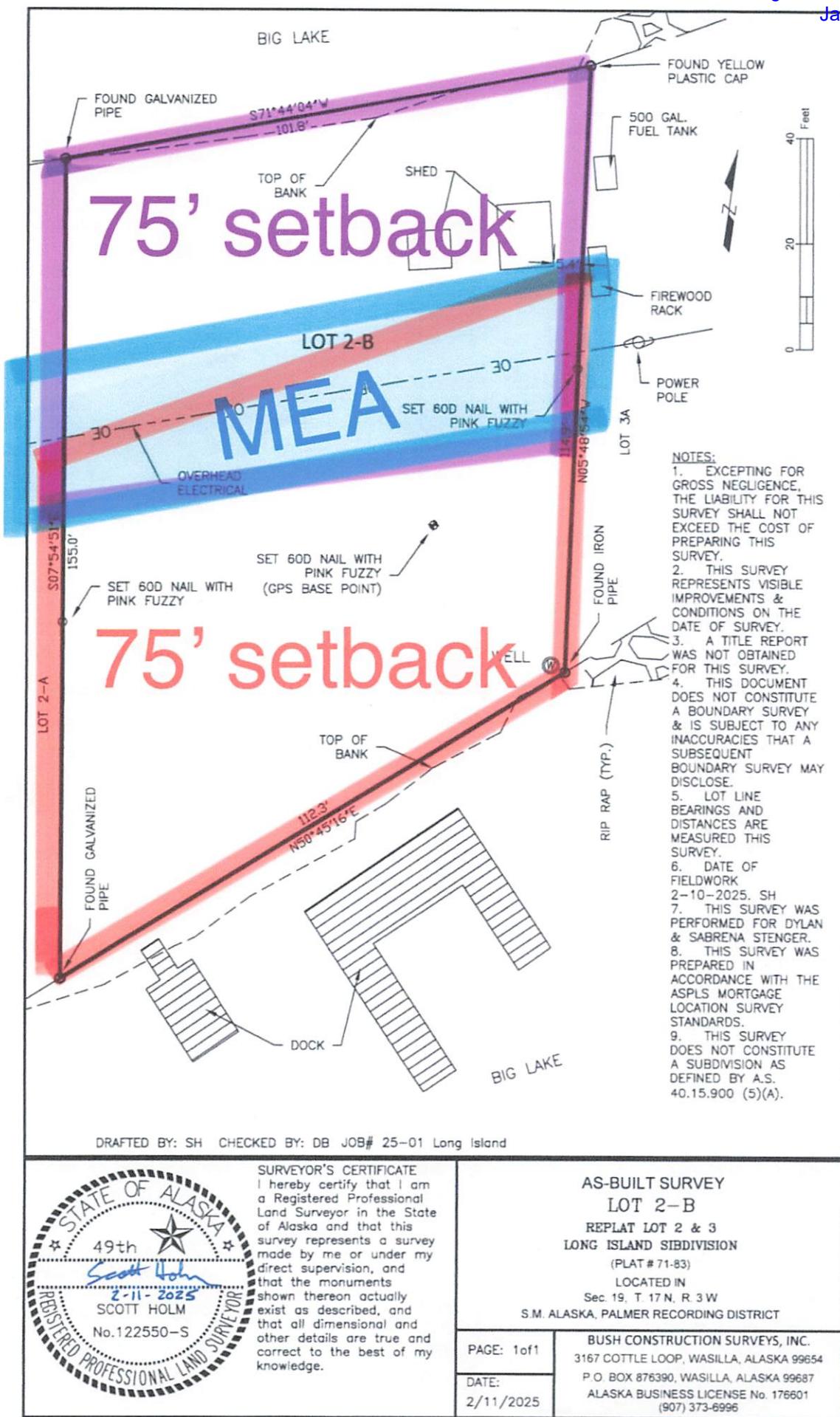


Matanuska-Susitna Borough
Development Services

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DESIGN PARAMETERS

PRIMARY SEPTIC SYSTEM

NO. BEDROOM: 3(450 gpd)

TANK SIZE: 1500gal MIN.

SYS. TYPE: ALTERNATIVE WW

TREATMENT W/LAND SURFACE
DISCHARGE

USE:

INFILTRATOR IM-1530 & AEROCELL
A400-AC POD W/NORWECO
AT-1500 UV DISINFECTION UNIT
TO SURFACE DISCHARGE

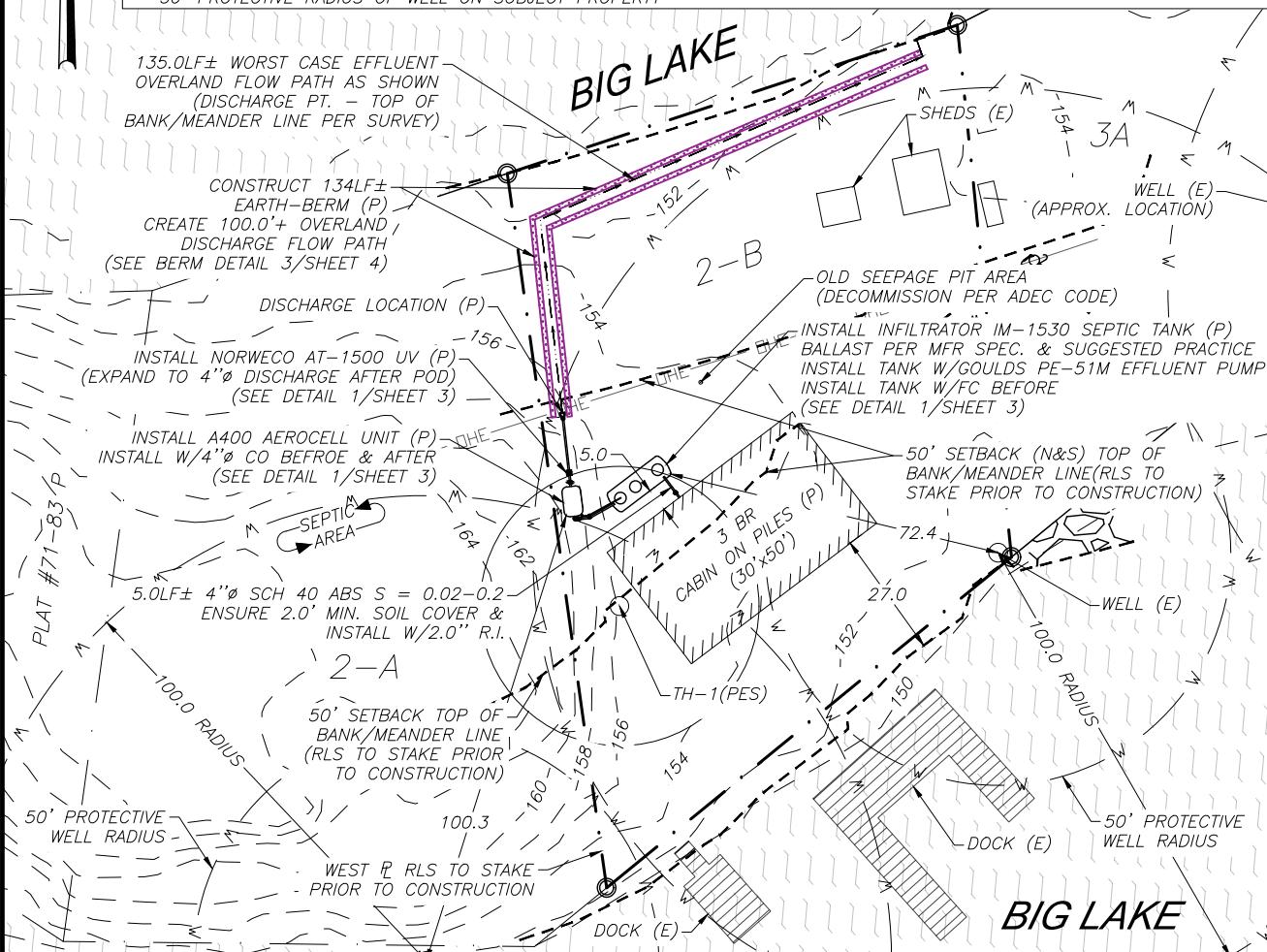
NOTES:

1. CONTRACTOR TO ENSURE AEROCELL POD, UV UNIT, SEPTIC TANK, AND DISCHARGE LOCATION ARE INSTALLED 50.0' OR GREATER TO ORDINARY HIGH SURFACE WATER.
2. CONTRACTOR TO ENSURE AEROCELL POD, TANK, AND UV UNIT ARE INSTALLED OUTSIDE OF 100' NEIGHBORING WELL RADIUS.
3. CONTRACTOR TO ENSURE 100' MIN. OVERLAND FLOW WITH INSTALLATION OF EARTH BERMS. ROUTE BERMS AS NECESSARY TO OBTAIN 100' OVERLAND FLOW & AS DESIRED.
4. CONTRACTOR TO COORDINATE AND ENSURE DEPTH OF PILES FOR FOUNDATION EXTEND BELOW BOTTOM OF TANK ELEVATION.
5. CONTRACTOR/OWNER RESPONSIBLE FOR HAVING ALASKA RLS TO STAKE THE FOLLOWING:
 - WEST PROPERTY LINE
 - 50' FROM ORDINARY HIGH WATER ON NORTH AND SOUTH SIDE OF PROPERTY
 - 100' PROTECTIVE RADIUS OF NEIGHBORING WELL ON LONG ISLAND LOT 2-A
 - 50' PROTECTIVE RADIUS OF WELL ON SUBJECT PROPERTY

— w — w — WATER LINE /
WELL RADIUS
— ss — ss — NEW SEPTIC
- - - - - ESMT/SETBACK

ABBREVIATIONS

TH	TEST HOLE
(P)	PROPOSED
(E)	EXISTING
CO	CLEAN OUT NO.
DCO	DOUBLE CLEANOUT
FC	FOUNDATION CLEANOUT
FS	FLOW SPLITTER
DV	DIVERTER VALVE
MT	MONITOR TUBE NO.
LS	LIFT STATION
R.I.	RIGID INSULATION
TYP	TYPICAL



THE CONTRACTOR, AND OR THE PROPERTY OWNER RESPONSIBLE FOR THE INSTALLATION OF THE PROPOSED WASTEWATER TREATMENT SYSTEM SHALL NOTIFY PES A MINIMUM OF 24-HOURS IN ADVANCE MONDAY THROUGH FRIDAY OF THE REQUIRED PRE-CONSTRUCTION INSPECTION. AT THIS TIME A REPRESENTATIVE OF PES AND THE CONTRACTOR OR PROPERTY OWNER WILL

1. DISCUSS CONSTRUCTION PROCEDURES AND DESIGN REQUIREMENTS.
2. VERIFY SITE CONDITIONS CONFORM TO THE DESIGN PLANS AND PERMIT.
3. VERIFY THE PROJECT LAYOUT CONFORMS TO THE DESIGN PLANS AND PERMIT.

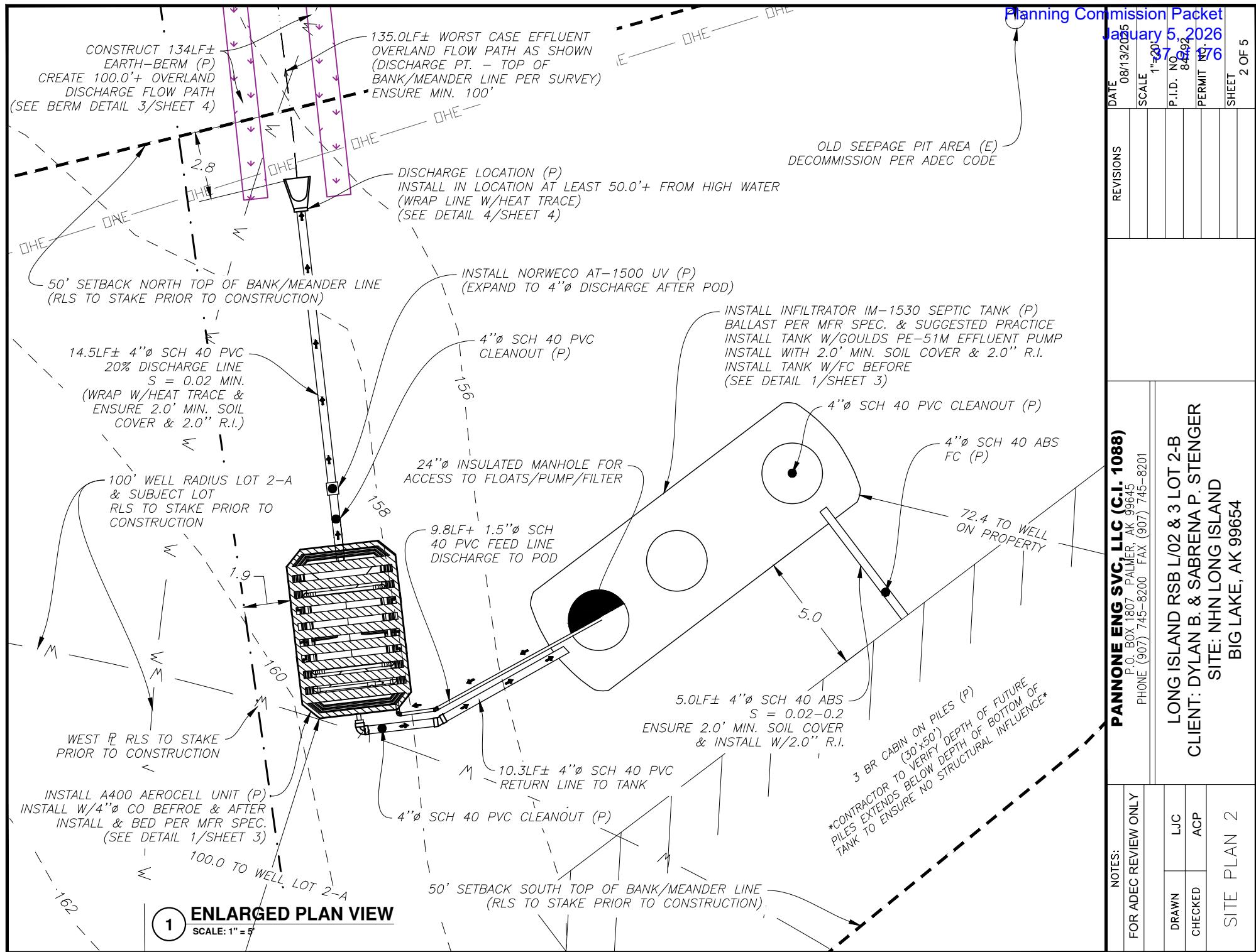
(Ref: AMC 15.65)
PLEASE REFER TO THE NOTES AND SPECIAL PROVISIONS PAGE FOR MORE INSPECTION INFORMATION.
PES SHALL NOT BE HELD LIABLE FOR INSTALLATIONS NOT MEETING THE REQUIREMENTS OF 18 AAC 72 AND/OR AMC 15.65 AND THE SPECIAL PROVISIONS OF THIS PERMIT AS APPLICABLE IF THE CONTRACTOR AND OR PROPERTY OWNER FAIL TO GIVE PES PROPER NOTICE. PES WILL ATTEMPT TO DOCUMENT THE SYSTEM AND OBTAIN ANY NECESSARY WAIVERS AT THE CONTRACTOR AND OR PROPERTY OWNERS EXPENSE. PES MAKES NO GUARANTEES THAT ANY NEEDED SEPARATION DISTANCES WAIVERS WILL BE APPROVED BY ADEC OR THE MUNICIPALITY OF ANCHORAGE ONSITE DEPARTMENT STAFF.

Planning Commission Packet
January 5, 2026
08/13/2015
1" - 36' 02"
P.I.D. 8422
PERMIT # 176

REVISIONS	DATE	SCALE	P.I.D.	PERMIT #	SHEET
					1 OF 5

PANNONE ENG SVC, LLC (C.I. 1088)
P.O. BOX 1807 PALMER, AK 99645
PHONE (907) 745-8200 FAX (907) 745-8201
LONG ISLAND RSB L/02 & 3 LOT 2-B
CLIENT: DYLAN B. & SABRENA P. STENGER
SITE: NHH LONG ISLAND
BIG LAKE, AK 99654

NOTES:	FOR ADEC REVIEW ONLY	NOTES:	DRAWN	checked	SITE PLAN
			LJC	ACP	

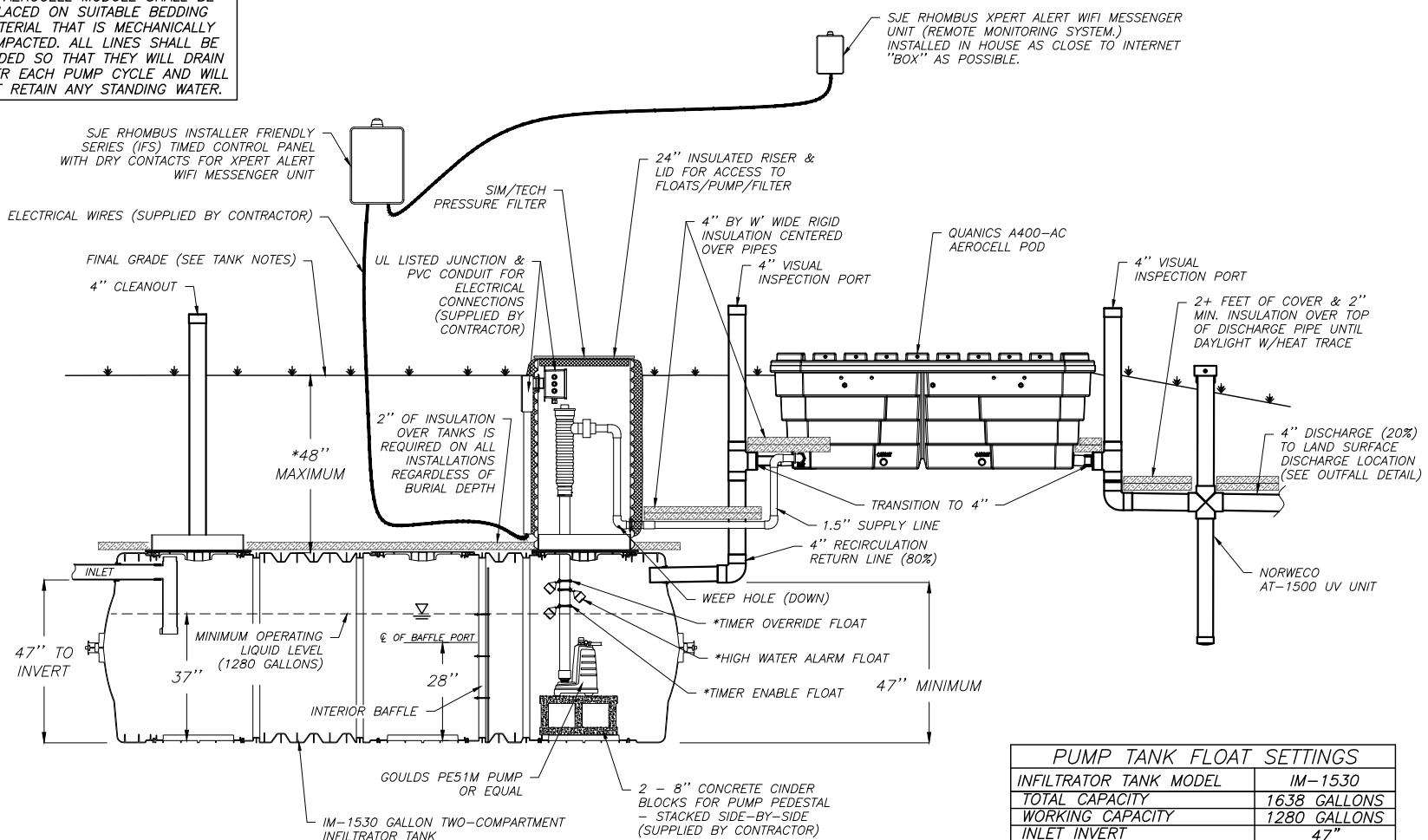


COMPONENTS SUPPLY NOTE:
1. TANKS, RISER ADAPTER RINGS, AND INSULATED RISERS ARE INFILTRATOR™ PRODUCTS AVAILABLE THROUGH FERGUSON SUPPLY
2. THE PUMP, FLOATS, INTERNAL PIPING, GROMMETS, CONTROL PANEL, XPERT ALERT UNIT, AND AEROCELL UNIT ARE SUPPLIED BY GARNESS ENGINEERING, THE ALASKA STATEWIDE DISTRIBUTOR FOR QUANICS™ PRODUCTS.
3. ALL OTHER EXTERNAL COMPONENTS SUCH AS PIPING, FITTINGS, WIRING, INSULATION, ETC., SHALL BE SUPPLIED BY THE CONTRACTOR.

INFILTRATOR TANK NOTES:

- PER INFILTRATOR SYSTEMS, INC., THESE TANKS HAVE A MAXIMUM BURIAL DEPTH OF 48 INCHES OVER TOP OF TANK.
- PER INFILTRATOR SYSTEMS, INC., THE TANKS ARE TO BE BURIED SO THAT THE INVERT OF THE INFILTRATOR TANKS ARE NOT SUBMERGED DURING HIGH GROUNDWATER LEVEL CONDITIONS.
- GEG RECOMMENDS ALL PIPE PENETRATIONS/JOINTS ASSOCIATED WITH THE INFILTRATOR TANKS THAT MAY BE SUSCEPTIBLE TO INFILTRATION BE ENCASED IN BENTONITE CHIPS.
- IF GROUNDWATER IS ENCOUNTERED, THE CONTRACTOR SHALL ENSURE THAT SOIL COVER AND/OR BALLASTING IS PROVIDED AS OUTLINED IN THE INFILTRATOR "SEPTIC TANK BUOYANCY CONTROL GUIDANCE" BROCHURE.

NOTE: ALL PIPING FROM PUMP TANK TO AEROCCELL MODULE SHALL BE PLACED ON SUITABLE BEDDING MATERIAL THAT IS MECHANICALLY COMPACTED. ALL LINES SHALL BE GRADED SO THAT THEY WILL DRAIN AFTER EACH PUMP CYCLE AND WILL NOT RETAIN ANY STANDING WATER.



TANK VOLUMES FOR FLOAT LEVELS		
FLOAT LABELS	FROM BOTTOM OF TANK	VOLUME (GALLONS)
TIMER OVERRIDE FLOAT ON	47"	1638
TIMER OVERRIDE FLOAT OFF	44"	1537
HIGH WATER ALARM FLOAT ON	45"	1572
HIGH WATER ALARM FLOAT OFF	42"	1466
TIMER ENABLE FLOAT ON	40"	1393
TIMER FNABIF FLOAT OFF	37"	1280

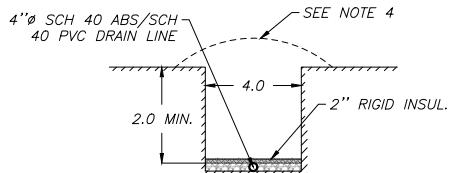
NOTE: ALL PRESSURIZED PIPES ARE TO BE SCHEDULE 40 PVC UNLESS NOTED OTHERWISE.

QUANICS AEROCELL SYSTEM DETAILS

SCALE: NTS

PUMP TANK FLOAT SETTINGS	
INFILTRATOR TANK MODEL	IM-1530
TOTAL CAPACITY	1638 GALLONS
WORKING CAPACITY	1280 GALLONS
INLET INVERT	47"
TIMER OVERRIDE FLOAT	37.5" (*45.5")
HIGH WATER ALARM FLOAT	35.5" (*43.5")
TIMER ENABLE FLOAT	30.5" (*38.5")

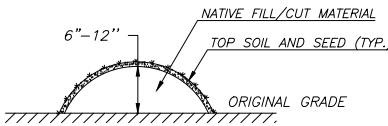
NOTES:		
FCR ADEC REVIEW ONLY		
	DRAWN	LJC
	CHECKED	ACP
	DETAILS	



NOTES:
 1. BOTTOM OF TRENCH TO BE NATURAL UNDISTURBED SOIL.
 2. BED LINE ON SURFACE COMPACTED TO MIN. 95% DENSITY.
 3. ALL INSULATION TO BE ADEC APPROVED 60PSI MINIMUM.
 4. MOUND FINISH GRADE AS NEEDED TO OBTAIN 2.0' MIN. COVER

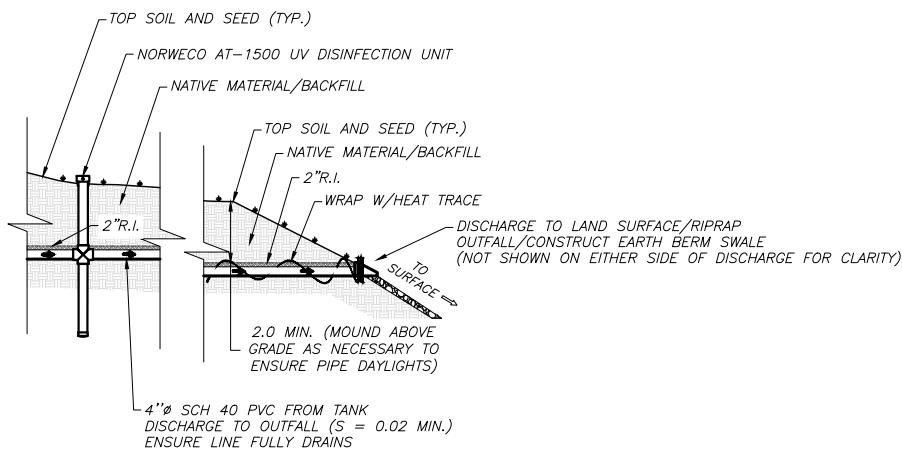
2 DRAIN LINE BEDDING DETAIL

SCALE: NTS



3 EARTH BERM DETAIL

SCALE: NTS



NOTES:
 1. BOTTOM OF TRENCH TO BE NATURAL UNDISTURBED SOIL.
 2. BED LINE ON SURFACE COMPACTED TO MIN. 95% DENSITY.
 3. ALL INSULATION TO BE ADEC APPROVED 60PSI MINIMUM.
 4. MOUND FINISH GRADE AS NEEDED TO OBTAIN 2.0' MINIMUM SOIL COVER.
 5. ENSURE END OF DISCHARGE IS WRAPPED WITH HEAT TRACE TO PREVENT ICE DAMMING.
 6. RAISE MOUND AS NEEDED TO GET PIPE TO DAYLIGHT.

4 OUTFALL DETAIL

SCALE: NTS

NOTES:	PANNONE ENG SVC, LLC (C.I. 1088)		
FOR ADEC REVIEW ONLY	P.O. BOX 1807 PALMER, AK 99645 PHONE (907) 745-8200 FAX (907) 745-8201		
DRAWN	LJC		
CHECKED	ACP		
DETAILS			

NOTES:	FOR ADEC REVIEW ONLY
DRAWN	LJC
CHECKED	ACP
DETAILS	

SOILS LOG & PERCOLATION TEST

TEST HOLE 1	
1	OR/SM TOPSOIL
2	GP-GM COBBLES
3	GM COBBLES
4	
5	
6	BOH

WAS GROUND WATER
ENCOUNTERED? YES

IF YES, AT WHAT
DEPTH? 6.0'

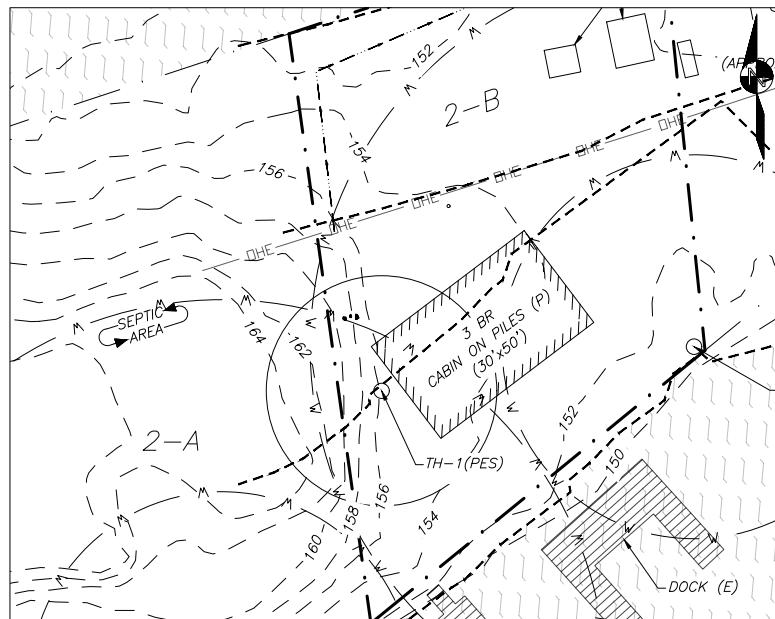
DEPTH TO WATER AFTER
MONITORING? - 6.0' -
DATE: 07/20/25

DATE PERFORMED: 07/11/2025

READING	DATE	NET TIME	WATER LEVEL READING	NET DROP	RATE (MPH)
1	07/11/25	-		-	-
2					
3		-		-	-
4					
5				-	-
6					
6			PERCOLATION RATE TOO FAST TO ACCURATELY READ		
7				-	-
8					
9		-		-	-
10					
11		-		-	-
12					
13		-		-	
14					

COMMENTS: Test hole excavated by OWNER.

PERFORMED BY: PANNONE ENGINEERING SERVICES, LLC. I CERTIFY THAT THIS TEST
WAS PERFORMED IN ACCORDANCE WITH ALL STATE AND MUNICIPAL GUIDELINES IN EFFECT ON THE DATE OF THIS TEST.



PANNONE ENG SVC, LLC (C.I. 1088)
P.O. BOX 1807 PALMER, AK 99645
PHONE (907) 745-8200 FAX (907) 745-8201

LONG ISLAND RSB L/02 & 3 LOT 2-B
CLIENT: DYLAN B. & SABRENA P. STENGER
SITE: NHH LONG ISLAND
BIG LAKE, AK 99654

NOTES:	LJC	
FOR ADEC REVIEW ONLY	ACP	
DRAWN	LJC	SOIL LOG
CHECKED	ACP	

NOTES & SPECIAL PROVISIONS:

1. GENERAL NOTES:

- 1.1. ANY MODIFICATIONS TO THE ATTACHED PLANS NEED TO BE APPROVED BY PES AND THE OWNER OF THE PROPERTY.
- 1.2. PES SHALL BE NOTIFIED A MINIMUM OF 48 HOURS IN ADVANCE BEFORE CONSTRUCTION OF THE PROPOSED WASTEWATER TREATMENT SYSTEM.
- 1.3. PES SHALL BE NOTIFIED A MINIMUM OF 24 HOURS IN ADVANCE TO PERFORM A MINIMUM OF FOLLOWING INSPECTIONS:
 - 1.3.1. A PRE CONSTRUCTION MEETING IS REQUIRED BY STATE AND MUNICIPAL REGULATIONS BEFORE A ON SITE WASTEWATER TREATMENT SYSTEM MAY BE INSTALLED.
 - 1.3.2. TOP OF SEPTIC OR HOLDING TANK (TANK IS SET IN PLACE LEVEL WITH ALL PIPING ATTACHED (CLEANOUTS, MANHOLES, INLET AND OUTLET PIPING).
 - 1.3.3. BOTTOM OF EXCAVATION OF THE DRAIN FIELD/S.
 - 1.3.4. AFTER PLACEMENT OF FILTER SAND (IF NEEDED).
 - 1.3.5. AFTER INSTALLATION OF THE DRAIN ROCK WITH ALL ASSOCIATED PIPING IN PLACE INCLUDING DISTRIBUTION LINES CLEANOUTS AND MONITOR TUBES PRIOR TO INSTALLATION OF FILTER FABRIC AND INSULATION (IF NEEDED).
 - 1.3.6. FINAL GRADE INSPECTION. ENTIRE SYSTEM IS INSTALLED AND BACKFILLED.
- 1.4. THE ENGINEER (PES) HAS NO CONTRACTUAL RELATIONSHIP WITH THE CONTRACTOR (THE INSTALLER OF THE SYSTEM) AND, THEREFORE, HAS NO AUTHORITY, CONTROL OR RESPONSIBILITY FOR THE CONTRACTOR'S EMPLOYEES, THE QUALITY OF WORK, THEIR COMPLIANCE WITH THE DESIGN DRAWINGS/SPECIFICATIONS OR THEIR MEANS/METHODS OF CONSTRUCTION. AT APPROPRIATE INTERVALS, THE ENGINEER WILL VISIT THE WORKSITE TO OBSERVE THE QUALITY OF THE CONSTRUCTION AND TO DETERMINE IN GENERAL IF THE CONSTRUCTION IS PROCEEDING IN ACCORDANCE WITH THE DESIGN DRAWINGS/SPECIFICATIONS. THE ENGINEER WILL NOTIFY THE OWNER IF DEFICIENCIES ARE OBSERVED; HOWEVER, THE FAILURE OF THE ENGINEER TO OBSERVE A DEFICIENCY WILL NOT RELIEVE THE CONTRACTOR OF THE RESPONSIBILITY FOR CORRECTING ANY SUCH DEFICIENCY. THE ENGINEER WILL PREPARE RECORD DRAWINGS AND SUBMIT THEM TO THE REGULATORY AGENCY HAVING JURISDICTION OVER THE WASTEWATER TREATMENT SYSTEM (ADEC OR MOA). FINAL APPROVAL OF THE WORK AND CORRECTION OF ANY DEFICIENCIES IS BETWEEN THE OWNER, THE CONTRACTOR, AND THE REGULATORY AGENCY HAVING JURISDICTION OVER THE WASTEWATER TREATMENT SYSTEM (ADEC OR MOA).

2. SCOPE AND SPECIFICATIONS:

- 2.1. ALL CONSTRUCTION SHALL BE AS SPECIFIED IN THE ATTACHED PLANS. CONSTRUCTION ACTIVITIES SHALL ALSO BE IN ACCORDANCE WITH THE MOST CURRENT EDITION OF THE FOLLOWING CODES AND POLICIES AS APPLICABLE.
 - 2.1.1. 18 AAC 72
 - 2.1.2. AMC 15.65
 - 2.1.3. MOA STANDARD SPECIFICATION FOR COMPONENTS PARTS AND MATERIALS.
 - 2.1.4. ADEC ON SITE WASTEWATER SYSTEMS INSTALLATION MANUAL (OWSIM).
 - 2.1.5. MUNICIPALITY OF ANCHORAGE STANDARD SPECIFICATIONS (MASS).
- 2.2. **SCOPE OF WORK: INSTALL SYSTEM IN ACCORDANCE WITH THE ATTACHED DESIGN AND SPECIFICATIONS.**
- 2.3. GROUNDWATER WAS NOT ENCOUNTERED TO A DEPTH OF **6.0 FEET** BELOW EXISTING GRADE. IF AN APPARENT WATER TABLE IS OBSERVED IN ANY OF THE EXCAVATIONS LESS THAN **6.0 FEET** BELOW EXISTING GRADE NOTIFY THE ENGINEER IMMEDIATELY.
- 2.4. STRUCTURES DEPICTED ON THE SITE PLAN ARE BASED UPON ONE OF THE FOLLOWING: CONCEPTUAL PLOT PLAN DEVELOPED BY OWNER; A PLOT PLAN DEVELOPED BY RLS; OR A SURVEY AS-BUILT.

3. CONSTRUCTION SPECIFICATIONS:

- 3.1. ALL EXCAVATION DEPTHS ARE ADVISORY. THEY ARE TO BE VERIFIED AND MAY BE MODIFIED BY THE ENGINEER IF ACTUAL FIELD CONDITIONS VARY FROM THOSE USED TO PREPARE THE DESIGN
- 3.2. EXCAVATE THE DRAIN FIELD. BOTTOM OF EXCAVATION SHALL BE LEVEL AND SCARIFIED. RECORD ELEVATIONS AT BEGINNING, MIDDLE AND END OF TRENCH BOTTOM. CONSTRUCTION EQUIPMENT SHALL NOT OPERATE ON THE FLOOR OF THE EXCAVATION. ANY MATERIAL COMPACTED BY THE OPERATION OF THE CONSTRUCTION EQUIPMENT SHALL BE REMOVED AND REPLACED WITH NON-COMPACTED MATERIAL.
- 3.3. PLACE THE SEWER ROCK TO THE SPECIFIED DEPTHS. DO NOT CONTAMINATE SEWER ROCK WITH NATIVE MATERIAL OR SPOILS FROM EXCAVATION. LEVEL ROCK SURFACE TO $\pm 1"$ PRIOR TO INSTALLING THE PERFORATED PIPE.
- 3.4. ALL PIPE SHALL BE SCHEDULE 40 ABS AND OR PVC CONFORMING TO ASTM F628 AND ASTM D3034 AS APPLICABLE OR ENGINEER APPROVED EQUAL.
- 3.4.1. ALL PRESSURIZED SEWER LINES SHALL BE CONSTRUCTED OF SCHEDULE 40 PVC CONFORMING TO ASTM D1785 OR ENGINEER APPROVED EQUAL.
- 3.5. FOR MOA PROJECTS THE MINIMUM SOIL COVER SHALL BE 3 FEET OVER SEWER LINES AND DRAIN FIELDS AND 4 FEET OVER THE SEPTIC TANK. ONE INCH OF INSULATION MAY BE SUBSTITUTED FOR 1 FOOT OF SOIL COVER.
- 3.6. FOR STATE OF ALASKA (ADEC) PROJECTS THE REQUIRED SOIL COVER IF 4 FEET FOR ALL WASTEWATER SYSTEM COMPONENTS.
- 3.7. THE MINIMUM ALLOWABLE SOIL COVER SHALL OVER ANY WASTEWATER SYSTEM COMPONENT SHALL BE 2 FEET WITH 2 INCHES OF APPROVED INSULATION.
- 3.8. ALL INSULATION SHALL BE 2" THICK DOW HI-40 INSULBOARD OR ENGINEER APPROVED EQUAL. CENTER INSULBOARD WIDTH OVER SEPTIC TANK, DRAIN FIELD, OR SEWER LINES.
- 3.9. GEOTECHNICAL FABRIC SHALL BE TYPAR 3401 OR ENGINEER APPROVED EQUAL. LAP ALL JOINTS 2 FEET MINIMUM. GEOTECHNICAL FABRIC SHALL CONFORM TO AASHTO M288 CLASS 3 AND HAVE THE FOLLOWING CHARACTERISTICS:
 - 3.9.1. MINIMUM PERMITTIVITY (ASTM D4491) -0.5/sec
 - 3.9.2. MAXIMUM APPARENT OPENING SIZE (ASTM D4751) - 0.20 TO 0.21mm (US SIEVE #70)
- 3.10. COVER THE DISTRIBUTION PIPE WITH A MINIMUM OF 2" OF SEWER ROCK AND COVER WITH GEOTEXTILE BEFORE PLACING INSULATION AND BACKFILL.
- 3.11. MATERIAL USED AS FILL SHALL BE CLEAN AND FREE OF ORGANICS, TRASH AND CONSTRUCTION DEBRIS.
- 3.12. SLOPE ALL FILL MATERIAL TO DRAIN AT 2% MINIMUM SLOPE AND 3:1 MAXIMUM SLOPE AND IN SUCH A MANNER THAT PONDING AT OR NEAR THE DRAIN FIELD DOES NOT OCCUR. THE FILL SHALL BE LEFT AT 6" HIGHER THAN SHOWN TO ALLOW FOR SETTLEMENT. SEED SURFACE AFTER COMPLETING INSTALLATION AS PER MOA CODE.
- 3.13. RECORD THE FINISH GROUND ELEVATION OVER THE BEGINNING, MIDDLE AND END OF SYSTEM.
- 3.14. MAINTAIN 5' SEPARATION BETWEEN PERCOLATION HOLE AND THE DRAIN FIELD TRENCH.
- 3.15. EXPOSE, PUMP AND FILL LOG DISPOSAL CRIB OR CONCRETE TANK WITH SOIL TO ABANDON LAW WITH MOA CODE IF NEEDED.

Planning Commission
January 5, 2026
Packet No. 176

REVISIONS	DATE	SCALE	P.I.D.	PERMIT NO.	SHEET
	08/13/2015	NO SCALE	845-8201	176	4 OF 4

4. CONTRACTOR RESPONSIBILITIES:

- 4.1. THE CONTRACTOR SHALL FAMILIARIZE THEMSELVES WITH THE SITE CONDITIONS AND LOCATIONS OF ALL LOT LINES, EASEMENTS, WELLS (E & P), SEPTIC SYSTEMS (E & P) AND SHALL MEET MINIMUM SEPARATION DISTANCES OR AS NOTED.
- 4.2. THE CONTRACTOR (BOTH WELL AND SEPTIC SYSTEM CONTRACTORS) SHALL HAVE ANY WELL LOCATION AND SEPTIC LOCATION STAKED AND ANY LOT LINE AND WELL RADIUS SHOWN ON THE PLAN WITHIN 30 FEET OF THE PROPOSED SYSTEM STAKED BY A REGISTERED LAND SURVEYOR BEFORE STARTING THE WORK.
- 4.3. THE CONTRACTOR IS RESPONSIBLE FOR ALL R.O.W. AND OTHER REQUIRED PERMITS, OTHER THAN THE ATTACHED.
- 4.4. THE CONTRACTOR SHALL CALL FOR LOCATING OF ALL BURIED UTILITIES.
- 4.5. THE CONTRACTOR SHALL PROVIDE 24 HOUR NOTICE TO THE ENGINEER PRIOR TO START OF WORK. ALL SURVEYING AND LOCATES SHALL BE IN PLACE PRIOR TO NOTIFYING THE ENGINEER.
- 4.6. THE CONTRACTOR SHALL NOTIFY THE ENGINEER OF ANY DISCREPANCY BETWEEN THE APPROVED DRAWINGS AND SITE CONDITIONS/LIMITATIONS POTENTIALLY CAUSING THE NEED TO MODIFY THE DESIGN.
- 4.7. AT THE COMPLETION OF THE WORK, THE CONTRACTOR SHALL SUBMIT RED-LINE AS-BUILT DRAWINGS TO THE ENGINEER. THE RED-LINES SHALL INCLUDE PIPE LENGTHS, ORIGINAL GROUND ELEVATIONS, PIPE ELEVATIONS, AND TANK ELEVATIONS. THE CONTRACTOR SHALL PROVIDE PHOTOGRAPHS OF THE SYSTEM INSTALLATION TO INCLUDE BOTTOM OF EXCAVATION, TOP OF PIPE WITH CLEAN-OUTS AND MONITOR TUBES INSTALLED, INSTALLED TANK AND FINAL GRADING.
- 4.8. THE CONTRACTOR SHALL CERTIFY THAT ALL WORK WILL BE PERFORMED IN ACCORDANCE WITH THE APPROVED PERMIT, AND ANY AND ALL CHANGE ORDERS, AND THAT THE AS-BUILT REDLINES ARE TRUE AND ACCURATE REPRESENTATION OF THE PROJECT AS CONSTRUCTED.

BY ACCEPTANCE AND CONSTRUCTION OF THE ATTACHED PLANS THE OWNER, CONTRACTOR AND APPLICABLE REGULATORY AGENCY AGREE TO THE PROVISIONS SET FORTH ON THIS PAGE AS APPLICABLE AND ANY SUBSEQUENT SPECIFICATIONS (IF ATTACHED).

NOTES: FOR ADEC REVIEW ONLY	PANNONE ENG SVC, LLC (C.I. 1088) P.O. BOX 18017 PALMER, AK 99645 PHONE (907) 745-8200 FAX (907) 745-8201		LONG ISLAND RSB L/02 & 3 LOT 2-B CLIENT: DYLAN B. & SABRENA P. STENGER SITE: NHH LONG ISLAND BIG LAKE, AK 99654	
NOTES: DRAWN CHECKED	LJC ACP			NOTES

FISH HABITAT PERMIT FH24-IV-0245 (Amendment #1)

ISSUED: February 24, 2025
EXPIRES: Life of Structure

Dylan Stenger
400 West 76th Avenue, Apt 201
Anchorage, AK 99518

RE: Dock Removal and Replacement

Big Lake (Water Body No. 247-50-10330-0010)
Section 19, T 17 N, R 3 W, SM
Location: 61.5439 N, 149.8873 W

Dear Dylan Stenger:

This amendment is written to correct the location of the project. All previous versions of this permit are hereby null and void.

Pursuant to the Anadromous Fish Act at AS 16.05.871(b), the Alaska Department of Fish and Game (ADF&G) Habitat Section has reviewed your proposal for removal and reconstruction of a dock at your private property.

Project Description

According to your application materials, you propose the removal of a 20-foot long by 15-foot wide floating wooden dock on plastic barrels that is connected to the bank by chains. Once removed you plan to construct a J-shaped stationary wooden dock with a 40-foot long by 7-foot wide walkway, 36 foot long by 9-foot wide arm, and 30-foot long by 7-foot wide platform. The new dock will be secured to the lakebed via 22 helical piles. You plan to construct a 6-foot long by 10-foot wide wooden gangway that can be moved independently to account for land heave. The pile driving will be done between January 1 and February 28, 2025, using a driver mounted on a tracked or wheeled off-road capable machine.

Equipment will be brought on site by a work truck and trailer driven on the ice. The dock will be constructed and affixed to the new piles. This action is authorized by the general permit for vehicle movement on frozen water bodies within the Matanuska-Susitna Borough, FH23-IV-0008-GP (attached). Your permit application and all materials, maps, and drawings are hereby adopted by reference into this permit.

Anadromous Fish Act

Big Lake (Water Body No. 247-50-10330-0010) has been specified as being important for the spawning, rearing, or migration of anadromous fishes pursuant to AS 16.05.871(a). The water body provides habitat for Chinook, chum, coho, pink, and sockeye salmon as well as resident fish species.

In accordance with AS 16.05.871(d), your project is approved subject to the project description and permit terms, and the following stipulations:

1. No wheeled or tracked equipment will be operated below the ordinary high water mark of Big Lake. The placement of support piling and dock sections shall be done by hand or by equipment operating from shore, from a floating barge or boat, or from the frozen water surface during winter months.
2. The wooden portions of the dock and dock components may be constructed of untreated lumber or lumber treated with preservatives free of arsenic and pentachlorophenol (PCP). Pressure treated lumber is preferred, however, after market, tropical wood preservatives may be used provided they adhere to the above guidelines and are applied in an upland location and allowed to fully cure prior to placement in or over a water body. Acceptable common pressure treatments include: ACQ (Ammoniacal Copper Quat), ACZ (Ammoniacal Copper Zinc Arsenate), and MCA (Micronized Copper Azole).
3. Wooden dock components may not be painted or treated with any preservative other than as described above. Corrosion treatments for metal dock components shall be applied in an upland location prior to construction over the water.
4. All construction waste must be properly contained to prevent pollution or contamination of state waters. All waste, including sawdust from treated lumber, must be contained and disposed of in a suitable upland location.
5. No fuel shall be stored, nor vehicles fueled or serviced while located below the ordinary high water mark (vegetation line) of any specified water body.
6. No vehicles leaking fuels, oils, hydraulic or cooling fluids shall be operated below the ordinary high water mark (vegetation line) of any specified water body.

Permit Terms

This letter constitutes a permit issued under the authority of AS 16.05.871 and must be retained on site during project activities. Please be advised that this determination applies only to Habitat Section regulated activities; other agencies also may have jurisdiction under their respective authorities. This determination does not relieve you of your responsibility to secure other permits; state, federal, or local. You are still required to comply with all other applicable laws.

You are responsible for the actions of contractors, agents, or other persons who perform work to accomplish the approved project. For any activity that significantly deviates from the approved plan, you shall notify the Habitat Section and obtain written approval in the form of a permit amendment before beginning the activity. Any action that increases the project's overall scope or that negates, alters, or minimizes the intent or effectiveness of any provision contained in this permit will be deemed a significant deviation from the approved plan. The final determination as to the significance of any deviation and the need for a permit amendment is a Habitat Section

responsibility. Therefore, we recommend you consult the Habitat Section before considering any deviation from the approved plan.

You shall give an authorized representative of the state free and unobstructed access to the permit site, at safe and reasonable times, for the purpose of inspecting or monitoring compliance with any provision of this permit. You shall furnish whatever assistance and information the authorized representative reasonably requires for monitoring and inspection purposes.

In addition to the penalties provided by law, this permit may be terminated or revoked for failure to comply with its provisions or failure to comply with applicable statutes and regulations. You shall mitigate any adverse effect upon fish or wildlife, their habitats, or any restriction or interference with public use that the commissioner determines was a direct result of your failure to comply with this permit or any applicable law.

You shall indemnify, save harmless, and defend the department, its agents, and its employees from any and all claims, actions, or liabilities for injuries or damages sustained by any person or property arising directly or indirectly from permitted activities or your performance under this permit. However, this provision has no effect if, and only if, the sole proximate cause of the injury is the department's negligence.

You may appeal this permit decision relating to AS 16.05.871 in accordance with the provisions of AS 44.62.330-630.

Please direct questions about this permit to Habitat Biologist Sarah Myers at (907) 861-3206 or sarah.myers@alaska.gov.

Sincerely,

Doug Vincent-Lang
Commissioner



By: Sarah Myers
Matanuska-Susitna Area Manager
Habitat Section
(907) 861-3200

-seem

Enclosures: FH23-IV-0008-GP – Vehicle Movement on Frozen Water Surfaces within the Matanuska-Susitna Borough

cc:	A. Ott, Habitat D. Ledford, AWT	S. Oslund, SF L. Hegg, AWT	Pagemaster, COE S. Myers, Habitat	Permits, SF Permits, DNR SCRO
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MATANUSKA-SUSITNA BOROUGH

Planning Commission Packet

January 5, 2026

45 of 176

Real Property Detail for Account: 56194000L002-B

Site Information

Account Number	56194000L002-B	Subdivision	LONG IS RSB L/02 & 03
Parcel ID	84792	City	None
TRS	S17N03W19	Map HO13	
Abbreviated Description (Not for Conveyance)	LONG IS RSB L/02 & 3 LOT 2-B		Tax Map

Ownership

Owners	HUNSUCK ALAN S & GLORIA R STENGER	Buyers
	DYLAN B & SABRENA P	

Primary Owner's Address	705 S WILLIWAH DR PALMER AK 99645	Primary Buyer's Address
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Appraisal Information

Year	Land Appraised			Bldg. Appraised			Total Appraised			Assessment		
	2024	\$67,600.00		\$1,000.00		\$68,600.00	2024	\$67,600.00		\$1,000.00		\$68,600.00
2023	\$67,600.00			\$1,000.00		\$68,600.00	2023	\$67,600.00		\$1,000.00		\$68,600.00
2022	\$67,600.00			\$1,000.00		\$68,600.00	2022	\$67,600.00		\$1,000.00		\$68,600.00

Building Information

Building Item Details

Building Number	Description	Area	Percent Complete
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Tax/Billing Information

Year	Certified	Zone	Mill	Tax Billed	Date	Type	Recording Info (offsite link to DNR)
2024 Yes		0034	11.928	\$818.26	8/1/2024	QUITCLAIM DEED (ALL TYPE)	Palmer 2024-013279-0
2023 Yes		0034	11.249	\$771.69	5/22/2019	QUITCLAIM DEED (ALL TYPE)	Palmer 2019-010186-0
2022 Yes		0034	11.784	\$808.38			

Tax Account Status ²

Status	Tax Balance	Farm	Disabled Veteran	Senior	Total ³	LID Exists
Current	\$408.26		\$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
0.28	0.28	Assembly District 005	30-555	900 No Fire Service	021 Big Lake RSA

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

Last Updated: 10/14/2024 3:00:01 PM

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.

Public Notice



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

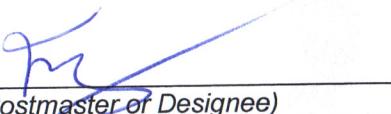
Number of Identical Weight Pieces 11	Class of Mail 1st	Postage for Each Mailpiece Paid <input type="checkbox"/> Verified	Number of Pieces to the Pound 45
---	--------------------------	--	---

Total Number of Pounds 3.7oz	Total Postage Paid for Mailpieces \$8.14	Fee Paid \$13.50
--	--	-------------------------

Mailed For Permit Center	Mailed By Betty Kam Black
---------------------------------	----------------------------------

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.


(Postmaster or Designee)

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



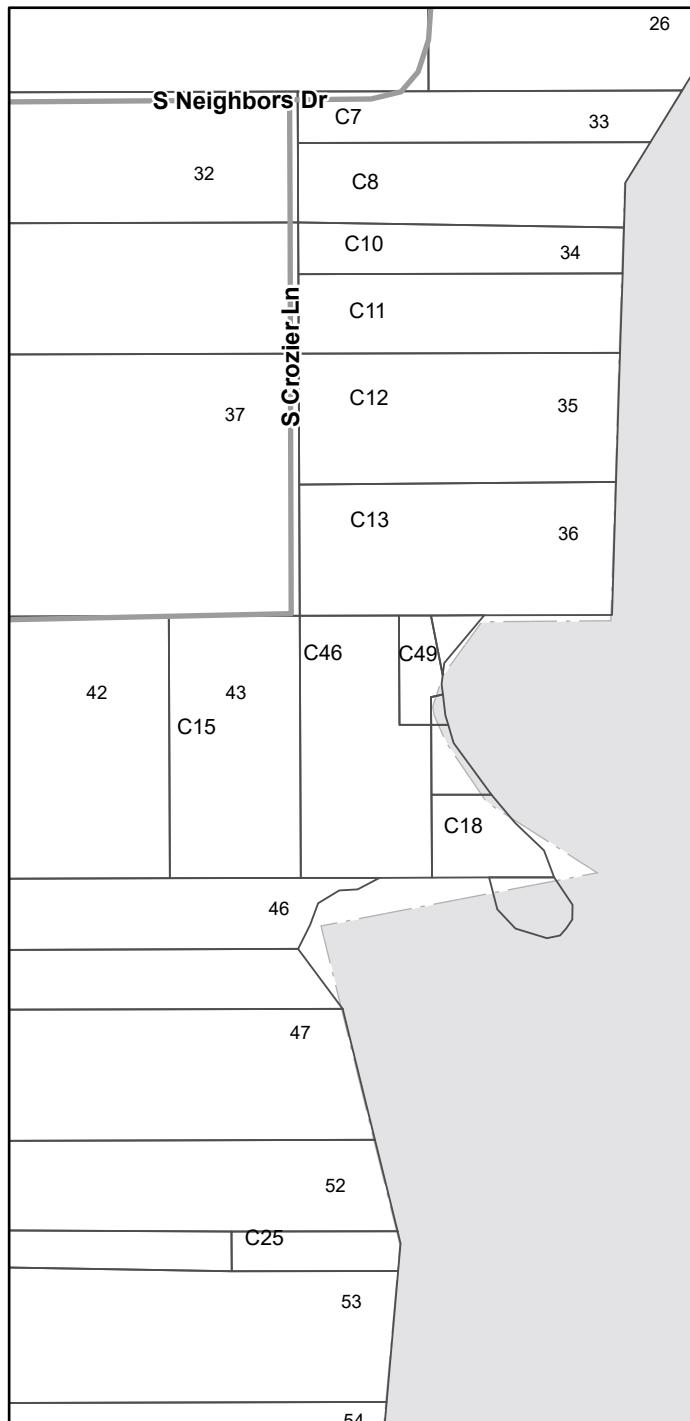
US POSTAGE™ PITNEY BOWES
ZIP 99645 \$ 013.50⁰
02 7W
0008035337 DEC 10 2025

Acceptance employee must cancel postage affixed (by round-date) at the time of mailing.

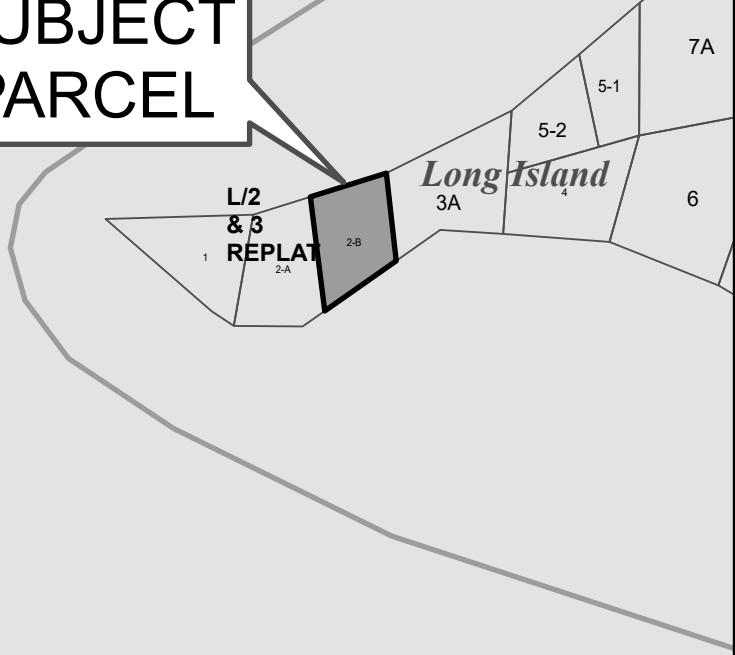
If payment of total fee due is being paid by Permit Imprint, include the *PostalOne!*® Transaction Number here: _____



#	Owner 1	Owner 2	Mailing Address Line 2	Mailing Address Line 1	Mailing Address City	Mailing Address State	Mailing Address Zipcode
1	ASPENGREN FAMILY TR			PO BOX 520342	BIG LAKE	AK	99652-0342
2	BENTZ STEFAN THANE	BENTZ LAUREN AUBREY		PO BOX 671148	CHUGIAK	AK	99567-1148
3	CORBIN YVAN & KRISTIN RENE			14108 GOLDENVIEW DR	ANCHORAGE	AK	99516
4	DUCLOS JACK & JENNIFER FAMILY TR	DUCLOS JACK B & JENNIFER F TRES		16962 BEDFORD CHASE CIR	ANCHORAGE	AK	99516
5	DUNN CHARLES A III		PMB 514	205 E DIMOND BLVD	ANCHORAGE	AK	99515
6	ENGBRETH ROALD & MARY FAM LLC			920 AMY PL	CAMANO ISLAND	WA	98282
7	HUNSUCK ALAN S & GLORIA R	STENGER DYLAN B & SABRENA P	% SABRENA STENGER	400 W 76TH AVE # 201	ANCHORAGE	AK	99518
8	PETERSON L&L JOINT REV TR	PETERSON LELAND C TRE PETERSON LINDA LT		850 BREAKWATER	ANCHORAGE	AK	99515
9	RUFF CHRISTOPERA	VAN DYNE PETER H		10841 STROGANOFF DR	ANCHORAGE	AK	99507
10	WOOD JEFFREY & LYNNETTE LVG TR		STE 16	4730 BUSINESS PARK BLVD	ANCHORAGE	AK	99503-7137
11	BIG LAKE COMMUNITY COUNCIL			PO BOX 520931	BIG LAKE	AK	99652



**SUBJECT
PARCEL**

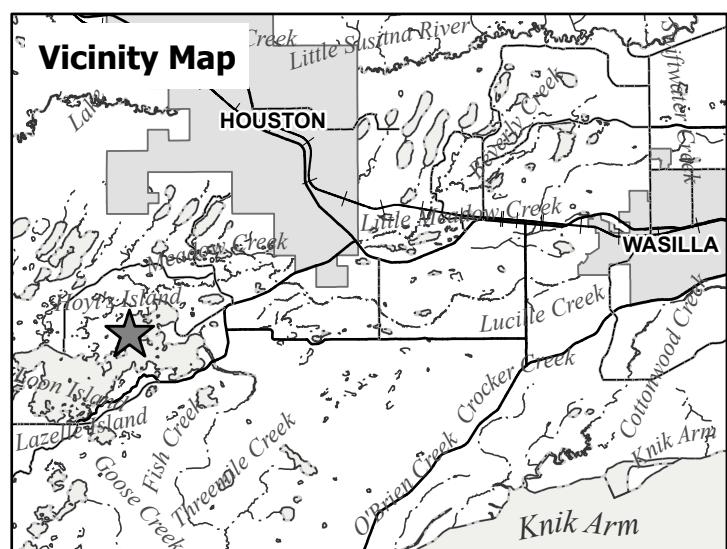


6194000L002-B



0 1.5 3 6 9 12 Miles

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.





Matanuska-Susitna Borough

Attachments: RS 25-114
IM 25-250
[12/16/25 - Bowles Possible Amendment](#)

OR 25-103 An Ordinance Repealing MSB 17.02, Mandatory Land Use Permit In Its Entirety; And Adopting MSB 17.07, Land Use Review.

Sponsors: Sumner

Attachments: OR 25-103
IM 25-195

OR 25-102 An Ordinance Amending MSB 43.20, Subdivision Development Standards To Allow Lots To Be Reduced To 30,000 Square Feet Within Single Family Residential Land Use Districts.

Sponsors: Sumner

Attachments: OR 25-102
IM 25-194
[12/16/25 - Sumner Proposed Amendment](#)

OR 25-111 An Ordinance Amending MSB 17.55, Setbacks And Screening Easements, To Reduce The Minimum Building Setback Requirement From Pedestrian Easements.

Sponsors: Nowers

Attachments: OR 25-111
IM 25-210

OR 25-133 An Ordinance Allowing Renters Of The Big Lake Lions Recreation Center To Consume And Serve Alcoholic Beverages Per The Terms Of The Rental Agreement At The Big Lake Lions Recreation Center.

Attachments: OR 25-133
IM 25-254

C. AUDIENCE PARTICIPATION (You can speak under one of the audience participations on the agenda, but not both; Three Minutes Per Person.)

D. CONSENT AGENDA

1. RESOLUTIONS

RS 25-119 A Resolution Amending The Scope Of Work For The Oilwell Road Amber Lake Parking Area Design Project To The Homebuilt Circle Neklason Lake Parking Area.

Attachments: RS 25-119
IM 25-263

RS 25-120 A Resolution To Initiate Discussions And Considerations Regarding The Proposal To Annex The Chugiak-Eagle River Area Into The Matanuska-Susitna Borough.

Attachments: RS 25-120
IM 25-264

2. ACTION MEMORANDUMS

AM 25-144 Authorization For Destruction Of Ballots From The November 4, 2025, Regular Borough Election.

Attachments: AM 25-144

AM 25-145 Award Of Bid No. 26-079B To AK Clearwater Mechanical In The Contract Amount Of \$138,840 For Boiler Replacement At Snowshoe Elementary School.

Attachments: AM 25-145

AM 25-146 Award Of Bid No. 26-073B To Tutka, LLC In The Contract Amount Of \$919,100 To Construct Circle View Dike Repairs.

Attachments: AM 25-146

AM 25-147 Approval Of Change Order No. 6 For Contract No. 23-002P(C) With DOWL, LLC. For The Edgerton Parks Road And Mountain Trails Drive Upgrade And Pathway Project; And To Extend The Completion Date To July 31, 2026.

Attachments: AM 25-147

AM 25-148 Award Of Bid No. 26-086B To Recon, LLC. In The Contract Amount Of \$191,200 To Provide Geotechnical Evaluation Of land identified As Likely Having High Quality Deposits Of Civil Construction Materials.

Attachments: AM 25-148

AM 25-149 Approval Of Amendment No. 6 For HDL Engineering Consultants, LLC. For The Jolly Creek Drainage Improvement Task Order Under Contract 20-117P(A); And Extending The Completion Date To December 31, 2027, To Develop Bid Packages And Provide Support During Construction.

Attachments: AM 25-149

AM 25-150 Award Of Bid No. 26-078B To Mechanical Specialists, Inc. For The Contract Amount Of \$199,863 For The Finger Lake Elementary School Boiler Replacement.

Attachments: AM 25-150

VIII. UNFINISHED BUSINESS

IX. VETO

X. NEW BUSINESS

A. INTRODUCTIONS (No Public Hearings For 01/06/25)

B. MAYORAL NOMINATIONS AND APPOINTMENTS

1. VACANCY REPORT

25-185 Mayoral Requests for Confirmation

Attachments: [12/16/25 - Vacancy Report](#)

C. OTHER NEW BUSINESS

D. REFERRALS (For Referral To The Planning Commission For 90 Days Or Other Date Specified By The Assembly)

XI. RECONSIDERATION

XII. MAYOR, ASSEMBLY, AND STAFF COMMENTS

XIII. EXECUTIVE SESSION (For Matters, Which The Immediate Public Knowledge Of Would Clearly Have An Adverse Effect Upon The Finances Of The Borough; And Matters Which By Law, Municipal Charter, Or Ordinance Are Required To Be Kept Confidential; And To Discuss Matters Involving Consideration Of Borough Records That By Law Are Not Subject To Public Disclosure; And Discussion Of Matters Subject To Attorney/Client Privilege.)

A. Federal Transit Administration Ferry Obligations

B. Other Pending Claims And Potential Liabilities Asserted Against The Borough

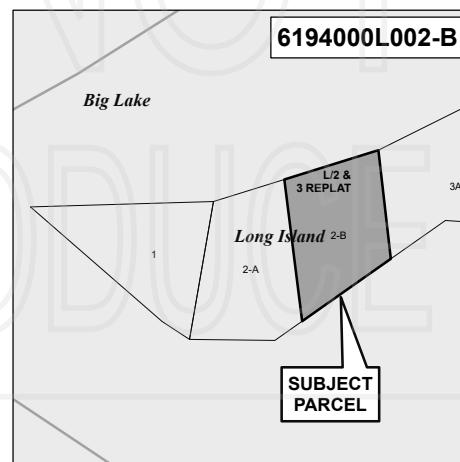
XIV. ADJOURNMENT

Disabled Persons Needing Reasonable Accommodation In Order To Participate At An Assembly Meeting Should Contact The Borough ADA Coordinator At (907) 861 8432 At Least One Week In Advance Of The Meeting.

Publish Date: December 12, 2025

1225-18

PUBLIC NOTICE



Alan & Gloria Hunsuck, and Dylan & Sabrena Stenger, property owners, have applied for a variance under MSB 17.65 for a parcel located on Long Island, Big Lake, Alaska (Tax ID#6194000L002-B). The property is 0.28 (12,400 square feet) taxable acres. The proposed 1,500 square foot structure will be situated as close as 27 feet from Big Lake. Per borough code, structures are required to maintain a minimum setback of 75 feet from a waterbody. Approval of this variance would allow the owners to construct the proposed residence within the required setback distance.

The Matanuska-Susitna Borough Planning Commission will conduct a public hearing concerning the application on **Monday, January 20, 2026, at 6:00 p.m.** in the Borough Assembly Chambers located at 350 E. Dahlia Avenue in Palmer. 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 on "All Public Notices & Announcements." For additional information, you may contact Rebecca Skjothaug, Current Planner, by phone: 907-861-7862. Provide written comments by e-mail to rebecca.skjothaug@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 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 **December 26, 2025**, 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: December 12, 2025

1225-19



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

Michael Bowles, #1
(907) 355-1355
Michael.Bowles@matsugov.us

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

Dee McKee, #3
(907) 315-2802
Dee.McKee@matsugov.us

Maxwell Sumner, #4
(907) 232-6797
Maxwell.Sumner@matsugov.us

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

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

8

PETERSON L&L JOINT REV TR
PETERSON LELAND C TRE PETERSON LINDA L T
850 BREAKWATER
ANCHORAGE AK 99515

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

Alan & Gloria Hunsuck, and Dylan & Sabrena Stenger, property owners, have applied for a variance under MSB 17.65 for a parcel located on Long Island, Big Lake, Alaska (Tax ID#6194000L002-B). The property is 0.28 (12,400 square feet) taxable acres. The proposed 1,500 square foot structure will be situated as close as 27 feet from Big Lake. Per borough code, structures are required to maintain a minimum setback of 75 feet from a waterbody. Approval of this variance would allow the owners to construct the proposed residence within the required setback distance.

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Comments are due on or before December 26, 2025, 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: Pete Peterson Mailing Address: 850 Breakwater Cir Anchorage
Location/Legal Description of your property: Lot 4, Long Island Big Lake 99515
Comments: we have no issue with this request.

Communication and Deficient Application Material

Dylan Stenger Variance Analysis

Long Island Subdivision - Plat recorded July 3, 1971
 Total number of properties on the Island - 49 (including applicant)

Tax ID	Lot Size	Structure size	Secondary Structure	Distance from waterbody	Legal	Year Built	
6193000L001	0.31	900			18 Yes	GFR	1968
6194000L002-A	0.32	2406			51 Yes	SLSE	1980
6194000L003A	0.4	1548	380 - Boat House		29 Yes	GFR	1970
6193000L004	0.32	1056			18 Yes	GFR	1965
6193000L005-2	0.35	520			57 Yes	GFR	1966
6193000L005-1	0.24	1080			44 Yes	GFR	1965
6472000L007A	0.76	2483			100 Yes	WBSB	1984
6193000L006	0.61	1000			85 Yes	GFR	1967
6193000T00A-3	0.69	192			49 No		2021
6472000L008B	0.41	1920			145 Yes	GFR	1970
6472000L008A	0.38	1225			95 Yes	WBSB	2015
6440000T00A1	0.99	1248			77 Yes	GFR	1974
6193000L013	0.76	480 448 - Boat house			75 Yes	GFR	1966
6193000L015	0.46	624			40 Yes	Variance	1997
6193000L017	0.87	1586 384 - Guest House			12 Yes	GFR - Rebuilt after fire	1996
6440000T00A2	2.24				15	COMMERCIAL	1984
6440000T00A3	0.59	1248			86 Yes	WBSB	2000
6193000T00A-2	0.52	1800			78 Yes	WBSB	2008
6193000L014	0.84	1144	927		43 No		1985/1992
6193000L016	0.55	1184			27 Yes	GFR	1965
6193000L018	0.9	1596			30 Yes	GFR	1970
6193000L020	1.02	1274			59 Yes	GFR	1965
6193000L022	1.04	1664			75 YES	WBSB	2001
6193000L024	1.1	1698			26 Yes	GFR	1970
6193000L026	1.24	1432			49 Yes	GFR	1960
6193000L028	1.01	448			76 Yes	WBSB	2017
7669000L030A							Need to check assessment records. Property might be owned by the state or feds.
3503000L033A	0.75	2448			10 Yes	GFR	1967
6193000L038	0.73	0					
6193000L040	0.56	0					
6193000L042	0.64	560			26 Yes	GFR	1971
6193000L044	0.51	888			42 Yes	GFR	1962
6193000L045	0.41	762			25 Yes	GFR	1959
6193000L043	0.65	1088			44 Yes	GFR	1967
6193000L041	0.86	576			136 Yes	WBSB	1984
6193000L039	0.59	2500			48 Yes	GFR	1970
6193000L048	0.52	720			49 Yes	GFR	1965
6193000L019	0.35	2199			27 No		2012
6193000L029	0.48	3424			48 Yes	SLSB	1977
6193000L027	0.83	1376			29 Yes	GFR	1967
6193000L025	0.94	1624			25 Yes	GFR	1966
6193000L023	0.57	2220			20 Yes	GFR	1965
6193000L021	0.43	744			38 Yes	GFR	1962
6193000L012	0.5	2624			75 Yes	WBSB	1998
4669000L011A	0.62	620			80 Yes	WBSB	?
4669000L010A	0.59	1215			50 No		1974
6193000L009	0.42	1180			83 Yes	WBSB	1999
6193000L047	0.52	1120			77 Yes	WBSB	2021
6193000L046	0.47	0					

9 - Properties not used for analysis
 1 - Commercial
 3 - No Structures
 1 - No Data
 4 - Illegal / Violation

From: [Dylan Stenger](#)
To: [Becca Skjothaug](#)
Subject: Re: Variance Application 10063
Date: Thursday, December 18, 2025 12:35:41 PM
Attachments: [image001.png](#)

[EXTERNAL EMAIL - CAUTION: Do not open unexpected attachments or links.] Good I'm not crazy, thanks!

On Dec 18, 2025, at 12:32 PM, Becca Skjothaug <Rebecca.Skjothaug@matsugov.us> wrote:

Oh good catch. You are correct. The date is wrong; it should say the 19th. I will update the packet on our website for corrections. Thank you so much.

Becca Skjothaug
Current Planner
Desk Phone (907) 861-7862
<image001.png>

From: Dylan Stenger <dylanstenger@live.com>
Sent: Thursday, December 18, 2025 12:30 PM
To: Becca Skjothaug <Rebecca.Skjothaug@matsugov.us>
Subject: Re: Variance Application 10063

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

I just noticed the date says Monday, January 20 at 6 PM, but January 20 is a Tuesday. Monday is the 19th. Or am I going crazy?

Dylan Stenger

On Dec 15, 2025, at 8:02 AM, Becca Skjothaug <Rebecca.Skjothaug@matsugov.us> wrote:

Hi Dylan,

All public notice and mailing were sent last week. I will be wrapping up the staff report this week.

Merry Christmas

Becca Skjothaug
Current Planner

Desk Phone (907) 861-7862

<image001.png>

From: Dylan Stenger <dylanstenger@live.com>

Sent: Saturday, December 13, 2025 11:02 AM

To: Becca Skjothaug
<Rebecca.Skjothaug@matsugov.us>

Subject: Re: Variance Application 10063

[EXTERNAL EMAIL - CAUTION: Do not open unexpected attachments or links.] When is the notice going in on the frontiersman? I keep checking every day

Merry Christmas Dylan

On Dec 4, 2025, at 2:13 PM, Dylan Stenger
<dylanstenger@live.com> wrote: Yeah give me a call when your free

On Dec 4, 2025, at 1:23 PM, Becca Skjothaug
<Rebecca.Skjothaug@matsugov.us> wrote:

Hi Dylan,

I am in a meeting now, or else I would have loved to talk to you. I have not sent out the notice yet because I didn't have an admin here for a couple of weeks. Everything is still set to go as planned we still have plenty of time for adequate public notice. Code only calls for two weeks prior to introduction to the Planning Commission.

We are on track

Happy to call you back once my meeting has concluded.

Becca Skjothaug
Current Planner
Desk Phone (907) 861-7862
<image001.png>

From: Dylan Stenger <dylanstenger@live.com>

Sent: Thursday, December 4, 2025 8:54 AM
To: Becca Skjothaug
<Rebecca.Skjothaug@matsugov.us>
Subject: Re: Variance Application 10063

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

Hello again, Rebecca,

Just checking in again and happy holidays. Hope you're doing well. Was the public notice ever able to get into the frontiersmen? I'm sitting on pins and needles waiting to see this thing through ha ha. Sorry to bother Dylan Stenger

On Nov 20, 2025, at 9:06 AM, Rebecca Skjothaug <Rebecca.Skjothaug@matsugov.us> wrote:

Yes. They are always on a Monday! Thank you for your patience. Variance applications have no deadline, but code has deadlines for other applications which often means the variance application can get bumped to the bottom of the list. Thankfully I am catching up and we can wrap your application up soon

Rebecca Skjothaug
Current Planner
Desk Phone (907) 861-7862
<image001.png>

From: Dylan Stenger <dylanstenger@live.com>
Sent: Thursday, November 20, 2025 9:04 AM
To: Rebecca Skjothaug
<Rebecca.Skjothaug@matsugov.us>
Subject: Re: Variance Application 10063

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

As long as it's on a Monday I'll be there :)

On Nov 20, 2025, at 9:02 AM, Rebecca Skjothaug <Rebecca.Skjothaug@matsugov.us> wrote:

Good morning,

The public notice is scheduled to be administered next Friday. Due to the holiday season, I cannot schedule the Planning Commission meeting until January 2026. The first meeting is an introduction, and the second meeting is the opportunity for the applicant to speak. It is always recommended for the andd applicant to be in person at the 2 Planning Commission meeting, but if you are unable to attend in person, a call in option is available. Does that schedule work for you?

Rebecca Skjothaug
Current Planner
Desk Phone (907) 861-7862
<image001.png>

From: Dylan Stenger <dylanstenger@live.com> Sent: Wednesday, November 19, 2025 9:09 PM To: Rebecca Skjothaug <Rebecca.Skjothaug@matsugov.us> Subject: Re: Variance Application 10063

[EXTERNAL EMAIL - CAUTION: Do not open unexpected attachments or links.] Any updates? :)
Dylan Stenger

On Oct 7, 2025, at 2:35 PM,
Rebecca Skjothaug
<Rebecca.Skjothaug@matsugov.us> wrote:

Darn I was hoping for some good news. MSB title 8.25.040 does have a setback of 100' from the waterbody for a septic. This is where I have hit a roadblock in processing the application as it stands now. The Planning Commission only has authority to grant a variance for Title 17 which incorporates the structure. However, this does not mean that your application is at a halt. If you have the opportunity to call me directly, I can provide you with a little more information. I will be here until 4 pm today and I get in at 8 am tomorrow.

Rebecca Skjothaug
Current Planner
Desk Phone (907) 861-7862
<image001.png>

From: Dylan Stenger
<dylanstenger@live.com>
Sent: Tuesday, October 7, 2025 12:54 PM
To: Rebecca Skjothaug
<Rebecca.Skjothaug@matsugov.us> Subject: Re:
Variance Application 10063

[EXTERNAL EMAIL -

CAUTION: Do not open unexpected attachments or
links.]

Just reached out to our engineer, here's the
response I got:

" Everything was sent in 09/24/25 and no word yet.
Status as listed in the states electronic database
is "in progress". It hasn't been assigned a
reviewer yet, which usually means someone won't
look at it until it does. Once it has a reviewer
assigned to it, I can forward you their contact
info so that it can help speed the process up.
Usually that is the only way they will get it done
quickly. The rule of thumb lately has been
anywhere from 30-60 days."

So it sounds like we still have a while before we
hear back from the DEC.

From my understanding the septic situation is all
up to the DEC, they are the ones issuing the
variance. So I think we only need the cabin
variance from you guys? Is that correct?

Thanks for keeping in touch! Dylan Stenger
On Oct 7, 2025, at
8:46 AM, Rebecca Skjothaug
<Rebecca.Skjothaug@matsugov.us> wrote:

Good morning,

Just wanted to touch base with you about your application. As of right now I can proceed with processing the application as a dry cabin. What is next for me is a public notice which will include a mailing of the proposed application to the nearby residents and a publication of the proposed plan in the Frontiersman.

Have you heard anything from DEC about the proposed wastewater treatment design?

Let me know how you would like to proceed forward
Have a great day.

Rebecca Skjothaug
Current Planner
Desk Phone (907) 861-7862
<image001.png>

From: Dylan Stenger
<dylanstenger@live.com> Sent: Tuesday, September 2, 2025 10:30 AM
To: Rebecca Skjothaug
<Rebecca.Skjothaug@matsugov.us>
Subject: Re: Variance Application 10063

[EXTERNAL EMAIL -

CAUTION: Do not open unexpected attachments or links.]

As soon as I hear anything I will pass it to you!

Also a couple points, the septic design is based on the cabin plans/rooms. So if this cabin plan isn't approved or has to change, then the septic system will likely need changing. So I don't want to put the cart in front of the horse haha it's all based off the cabin.

Secondly, if it's determined we cannot have a septic we would want to move forward with the same plan but as a "dry cabin".

So I'm not sure if that affects how you handle things. If you can keep the process going as a Cabin that will only have a Septic if approved? I hope that makes sense

-Dylan

On Sep 2,
2025, at 10:12 AM, Rebecca Skjothaug
<Rebecca.Skjothaug@matsugov.us> wrote:

Oh that is great news. Any updates from ADEC
I will happily take. If they approve the system,
could you forward me that email? Then I can keep
moving forward without waiting on a response from
them.

Rebecca Skjothaug
Current Planner Desk Phone (907) 861-
7862
<image001.png>

From:
Dylan Stenger
<dylanstenger@live.com>
Sent: Tuesday, September 2, 2025 10:11 AM
To: Rebecca Skjothaug
<Rebecca.Skjothaug@matsugov.us>
Subject: Re: Variance Application 10063

[EXTERNAL EMAIL
- CAUTION: Do not open unexpected attachments or
links.] Oh and one lastthing I
reached out to the engineering company just now
and they said they will have my
wastewater system "packet" sent to the ADEC in the
next couple days for their approval. They will
make any adjustments as needed per the ADEC's
request. I hope that helps, this is my first time
going through
this process haha

Thanks a million Dylan Stenger

On Sep 2, 2025, at 9:46 AM,
Dylan Stenger <dylanstenger@live.com> wrote:

Thanks for the quick reply Rebecca!
As far as the septic I am certainly no expert, but
we did

hire an engineering company for the plans. They told me they have done many others out there on the lake for people in my situation. It's an "advanced treatment" system and apparently you can drink the water that comes out of it

(though I wouldn't haha) Their info: Logan J. Curtiss, EIT Pannone Engineering Services, LLC
Office: (907) 745 8200
Mobile: (907) 371 6001 Fax: (907) 745 8201

Please let me know if I can help

-

Dylan Stenger

On Sep 2, 2025, at 9:04 AM,
Rebecca Skjothaug
<Rebecca.Skjothaug@matsugov.us> wrote:
Hi Dylan,

Thank you for your patience I was out of the office last week. I spoke with my Director about the plans for the septic and well, because the septic does not meet MSB requirements of 100' setback from the water we are negotiating if this proper would require two variances. That would be one for the house and one for the waste treatment. This would not be an additional fee for you, but something I would have to process on the back end a little differently. With that, I also am reaching out to ADEC to ensure that this wastewater treatment plan is allowable.

I will be in touch with you when I receive any new information. Have a great week.

Rebecca Skjothaug
Current Planner Desk Phone (907) 861-7862
<image001.png>

From: Dylan Stenger
<dylanstenger@live.com>
Sent: Monday, September 1, 2025 3:48 PM

To: Rebecca Skjothaug
<Rebecca.Skjothaug@matsugov.us>
Subject: Re: Variance Application 10063

[EXTERNAL EMAIL

- CAUTION:

Do not open unexpected attachments or
links.]

Hello Rebecca, Justin checking in to see what the
next steps are? Thank you very much!! Appreciate
your help

Dylan Stenger

On Aug 21, 2025, at 2:22 PM,

Dylan Stenger

<dylanstenger@live.com> wrote:

Here is the dock application, it has already been
built. Also I've attached the engineered design
for the waste water system from Pannone
Engineering Services LLC.

Thanks Dylan Stenger

On Aug 21, 2025, at 12:43 PM,

Rebecca Skjothaug

<Rebecca.Skjothaug@matsugov.us> wrote:

Good afternoon, Dylan,

My name is Becca, and I, am a Current Planner with
the Mat-Su Borough who is processing your
variance application. A couple pieces of
information that would be helpful is the
wastewater plan, and certification from
ADEC.

The second piece of information would be the ADF&G
permit allowing the new dock to be built.

These last few pieces of information will be
helpful in creating a report. The next steps would
be a public notice through a mailing of
surrounding property owners,
as well as an advertisement in the Frontiersman.

These will indicate when the date the Planning Commission hearings will be held. I will be reaching out to you soon to confirm that the Planning Commission dates work for your schedule, as I know it

is moose hunting season and many people will be unreachable.

Please let me know if you have any questions.

Rebecca Skjothaug
Current Planner Desk Phone (907) 861-
7862
<image001.png>

.pdf> <Dock_Big_Lake.pdf>
<Long
Island
waste
water.p
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Resolution

By: Rebecca Skjothaug
Introduced: January 5, 2025
Public Hearing: January 19, 2025
Action:

**MATANUSKA-SUSITNA BOROUGH PLANNING
COMMISSION RESOLUTION NO. 25-28**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION APPROVING A VARIANCE TO MSB 17.55.020 FOR THE CONSTRUCTION OF A DWELLING TO BE PLACED APPROXIMATELY 27 FEET FROM THE SHORELINE OF BIG LAKE ON LONG ISLAND LOT 2-B, LONG IS RSB L/02 & 3 Lot 2-B and located within Section 17, Township 3 North, Range 19 West, PLAT #71-83, PALMER RECORDING DISTRICT, STATE OF ALASKA, LOCATED ON LONG ISLAND, BIG LAKE ALASKA TAX ID # 6149000L002-B.

WHEREAS, Alan & Gloria Hunsuck and Dylan & Sabrena Stenger are requesting a variance to MSB 17.55.020 to construct an additional 1,500 square foot cabin at its closest location of 27 feet from Big Lake, on Shepard's Island, Big Lake, Tax ID #6149000L002-B; and

WHEREAS, to grant a variance, the Planning Commission must find that each requirement of MSB 17.65.020(A) has been met; and

WHEREAS, the subject lot is part of the South Big Lake Alaska Subdivision and was initially platted in 1971 before Borough setback and lot size regulations were established; and

WHEREAS, the subject parcel does not conform to the current Borough subdivision standards for lot size; and

WHEREAS, Big Lake is located north and south of the subject parcel, and east and west of the subject parcel are residential properties;

and

WHEREAS, according to the Borough Assessments data, the subject parcel is approximately 0.28 acres; and

WHEREAS, according to the application material, has irregular dimensions of approximately 100 feet northwest to east-west, 111.02 feet northeast to southeast, 110 feet southeast to southwest, and 145 feet southwest to northwest; and

WHEREAS, An overhead MEA utility line, shown on the original 1971 plat and running generally east to west across the property, imposes a required 15-foot setback; and

WHEREAS, the proposed residential cabin will only occupy 12% of the total parcel; and

WHEREAS, Planning staff analyzed all 48 lakefront parcels on Long Island of Big Lake and found that 39 of them contain residential structures; and

WHEREAS, the dwellings that may violate the setback requirements were not included in the average dwelling size calculation; and

WHEREAS, after conducting an analysis, the Planning staff found that there are 39 lakefront parcels with dwellings that appear to meet the 75-foot setback criteria, have legal non-conforming status or a granted variance, and these dwellings have an average size of 1,332 square feet; and

WHEREAS, Planning staff found the lakefront properties within the analysis area vary in size from 0.24 to 1.24 acres; and

WHEREAS, development within the analysis area averages 1,332 square feet; and

WHEREAS, according to the application material, the applicant proposes building a residential cabin of 1,500 square foot single-story structure; and

WHEREAS, according to the application materials, the proposed residential cabin will adhere to all other setbacks from the side lot lines, northern waterbody setback, and the utility setback; and

WHEREAS, according to the application material, the subject parcel has 221.02 feet of shoreline on Big Lake on the northern and southern end of the subject parcel; and

WHEREAS, based on the application materials, the applicant proposes preserving a minimum of 50% of undisturbed native vegetation of the shoreline bank; and

WHEREAS, according to the application materials, the applicant was provided with an Alaska Fish & Game permit to reconstruct the dock on February 24, 2025; and

WHEREAS, in 2005, the Matanuska-Susitna Borough Assembly adopted voluntary best management practices (BMP) for development around waterbodies; and

WHEREAS, MSB Chapter 17.65 - Variances, was written to grant relief to property owners whose lots are impacted by existing land use regulations, thereby making the lot undevelopable; and

WHEREAS, the Big Lake Comprehensive Plan (2009 update), by design, does not set out precise binding rules on development but instead provides general goals on the type of place the community wants to be in the future and then outlines general strategies to reach those goals; and

WHEREAS, Goal (LU&E-3) of the Big Lake Comprehensive Plan Update (August 2009) is to "Protect the natural environment; and

WHEREAS, Goal (LU&E-4) of the Big Lake Comprehensive Plan Update (August 2009) is to "Provide for freedom to enjoy our properties; and

WHEREAS, Goal (LU-1) of the Matanuska-Susitna Borough Comprehensive Plan (2005 Update) states: Protect and enhance the public safety, health, and welfare of Borough residents; and

WHEREAS, Policy LUL-1 of the Matanuska-Susitna Borough Comprehensive Plan (2005 Update) states: Provide for consistent, compatible, effective, and efficient development within the Borough; and

WHEREAS, Goal (LU-2) of the Matanuska-Susitna Borough Comprehensive Plan (2005 Update) states: Protect residential

neighborhoods and associated property values; and

WHEREAS, the variance request is consistent with the policies and goals of the Matanuska-Susitna Borough Comprehensive Plan (2005 Update) as the residential structure cannot be constructed on the lot without a setback variance, the structure is placed as far back on the property as possible, and the structure is similar to surrounding development; and

WHEREAS, according to the Planning staff's analysis, constructing an 1,500-square-foot dwelling is compatible with the surrounding area; and

WHEREAS, the subject parcel is not in a special land use district; and

WHEREAS, residential structures are allowed on this property; and

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 25-28;

1. The 0.28-acre parcel has no legal buildable area due to the 75' building setback and the utility easement that runs east-west through approximately the middle of the property, which is an unusual condition (MSB 17.65.020(A)(1)).

2. The strict application of the provisions of this title would
Planning Commission Resolution PC 25-28
Adopted: Page 6 of 7

deprive the applicants of rights commonly enjoyed by others, as the subject lot has certain unique conditions and circumstances that apply. The average size of dwellings within the analysis area is 1,332 square feet. The property is 0.28 acres of land. Therefore, constructing an 1,500 square-foot cabin on the property is a reasonable use of the land. (MSB 17.65.020(A)(2)).

3. Granting a variance will not be injurious to nearby property nor harmful to the public welfare (MSB 17.65.020(A)(3)).
4. The proposed variance is consistent with the applicable comprehensive plans and does meet the intent of MSB 17.65 (MSB 17.65.020(A)(4)).
5. Granting a variance will be no more than necessary to permit reasonable use of the property (MSB 17.65.020(A)(5)).
6. The person seeking the variance did not cause the need for the variance (MSB 17.65.030(A)(1)).
7. The variance will not allow land use in a district in which that use is prohibited, as residential structures are allowed on this site (MSB 17.65.030(A)(2)).
8. The variance is not solely being sought to relieve pecuniary hardship or inconvenience (MSB 17.65.030(A)(3)).

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby approves the 27 FEET FROM THE SHORELINE OF BIG LAKE ON LOT 2-B, LONG IS RSB L/02 & 3 Lot 2-B and

located within Section 17, Township 3 North, Range 19 West, PLAT #71-83, PALMER RECORDING DISTRICT, STATE OF ALASKA, LOCATED ON LONG ISLAND, BIG LAKE ALASKA TAX ID #6149000L002-B, as referenced in the application material.

ADOPTED by the Matanuska-Susitna Borough Planning Commission this _____ day of January 2026.

CHAIR:

ATTET:

Lacie Olivieri
PLANNING CLERK

(SEAL)

LAND USE CLASSIFICATION

Resolution No. 25-29

A Resolution Of The Matanuska-Susitna Borough Planning Commission Recommending Approval Of An Ordinance Classifying A Portion Of 5256000T00A As General Use Land For The Purpose Of A Lease To Install A Cellular Communication Tower (MSB007983).

Staff: Suzanne Reilly, Asset Manager

(Pages 72-80)



MATANUSKA-SUSITNA BOROUGH

Community Development Department

350 East Dahlia Avenue • Palmer, AK 99645

Phone (907) 861-7869 • Fax (907) 861-8635

E-mail: lmb@matsu.gov

<https://matsu.gov>

MEMORANDUM

DATE: December 15, 2025

TO: Matanuska-Susitna Borough Planning Commission

FROM: Suzanne Reilly, Asset Manager

FOR: Planning Commission Agenda of January 5, 2026
PC Resolution 25-29
Land Classification (MSB007983)

Land and Resource Management respectfully requests a Planning Commission review and recommendation to approve the land classification of a portion of a Borough-owned parcel for the purpose of leasing a 900 sq. ft. pad to construct a cellular communication tower.

To assist the Planning Commissioners in their review of the classifications, a Preliminary Best Interest Finding is attached to include property detail and site factors, and proposed classifications. A parcel map overview and individual parcel maps are also included for reference.

PRELIMINARY BEST INTEREST FINDING
For the
Classification and Disposition by Lease of Borough-owned Land
To Cellco Partnership d/b/a Verizon Wireless

I. Summary of Proposed Action

The Land and Resource Management Division received a request from Cellco Partnership d/b/a Verizon Wireless to lease a 30' x 30' area of Borough-owned property for the construction and operation of a commercial telecommunications tower facility. The proposed lease area is located on a site utilized by West Lakes Fire Department Station 7-2 and is currently not classified. Land Management proposes to classify the land as General Use Lands and bring the lease forward to the Assembly for consideration. MSB007983

II. Property Site Factors

A. **Location:** The subject parcel is located at 5182 Pittman Road, Wasilla, on the northwest corner of Pittman Road and N. Church Road, approximately four miles north of the Parks Highway.

B. **Legal Description:** Tract A, Safety Subdivision, according to the official plat thereof, filed as Revised Plat Number 2003-50, in the records of the Palmer Recording District, Third Judicial, State of Alaska. The proposed leased area is approximately 900 sq. ft. of the total 2.01 acres.

C. **Land Status / Title History:**

- Patent from the United States of America to the State of Alaska, Patent No. 1217599, recorded March 18, 1961, in Book 35 at Page 242 and re-recorded March 22, 2006, under Reception No. 2006-007158-0.
- Quitclaim Deed from the State of Alaska to Board of Regents of the University of Alaska, as trustee for the University of Alaska, recorded November 23, 1984, as Document Number 84-031861-0.
- Quitclaim Deed from the Board of Regents of the University of Alaska to the Matanuska-Susitna Borough, recorded August 8, 2002, in Document No. 2002-016963-0.

D. **Restrictions:**

1. Land Classification – Currently unclassified.
2. Land Use Plans – The parent property (2.01 ac) is currently operated as a Fire Station (Public Safety Facility 7-2). While the Fire Department intends to expand the station in the future, they collaborated with the

Lessee to identify a mutually acceptable location for the tower pad. The lease also reserves space on the tower for Borough communication equipment at no additional cost.

3. Title Restrictions – None.
4. Covenants – None.
5. Zoning – The property is not zoned or located within a special use district.
6. Easements & Other Reservations –
 - a) Letter Permit ADL 74754 – 20' utility easement along the south border of the parcel.
 - b) Right-of-Way Permit BLM Serial No. A054780 for utility easement.

E. **Current Land Use:** Public Safety Building – Station 7-2 with excess land.

F. **Surrounding Land Use:** Other properties in this area are currently undeveloped or used for residential purposes.

G. **Existing Infrastructure:** There is paved driveway access through the fire department lot, and an electrical easement to provide MEA access to the Verizon pad.

H. **Soils & Terrain:** The subject parcel contains a mix of soils; however, the primary composition of the subject pad area is “Cryaquepts, depressional, which is very poorly drained soil, and “not prime farmland” per the Natural Resources Conservation Service *Custom Soil Resource Report*, August 4, 2025. The remainder of the parcel is “Deception Silt Loam, rolling”; with minor components of “Steeper” and “Kichatna” soils, and “Histosol soils in depressions”; none of which are prime farmland.

I. **Coastal Management:** None.

J. **Resources:** There is no specific data on resources for this parcel. The majority of the timber on the back portion of the parcel is black spruce. The USDA Soils Survey does not identify depressional Cryaquepts or Deception Silt Loam as good sources of gravel.

K. **Assessment:** The parent parcel is owned by a government agency, the Mat-Su Borough, and is not assessed property taxes; however, the 2025 appraised land value of the parent parcel is \$45,000, or approximately \$22,500 per acre.

III. Public and Board and Commission Comments

In accordance with Title 23 and the *Land Management Policy and Procedures Manual*, landowners within 600 feet of the proposed property were notified of the proposed land classification and lease. Additionally, notices were published in *The Frontiersman*, and on the MSB website. The Lakes Community Council; District 7 Assembly Member; Parks, Recreation & Trails Advisory Board; local Road Service Area Board; and the Fire Service Area Board were also asked to comment. Following this notice, no objections or comments were received.

In compliance with MSB 23.05.025, both Financial and Interdepartmental reviews were conducted. There were no objections from Borough Departments.

IV. Analysis & Discussion

Authority

MSB 23.10.020 – 23.10.030 authorizes the Borough to lease land to a company through an application process, following land classification and Assembly approval.

Background

Classification of Borough land for sale or lease is consistent with Borough policy for revenue enhancement. Cellco Partnership d/b/a Verizon Wireless submitted an application to lease the subject property at fair market value.

Property Description

The parcel was originally acquired for, and currently serves as, Fire Station 7-2. The proposed cellular tower would:

1. Occupy approximately 900 square feet of undeveloped land;
2. Generate monthly rental income; and
3. Provide the Borough with the ability to co-locate emergency communication equipment at no additional cost.

Financial Impact

A third-party appraisal established a fair-market rental rate of \$1,000 per month, resulting in \$12,000 annually, plus annual escalations. A long-term lease will provide a consistent revenue stream and improved cellular coverage for the area.

Regulatory Considerations

Health concerns related to electromagnetic exposure are regulated by the FCC. Under the Telecommunications Act of 1996, local governments may not regulate wireless facility placement based on environmental effects of radio frequency emissions, provided the facilities comply with FCC standards.

Permitting Requirements

Mat-Su Borough Code Chapter 17.67 – *Tall Structures Including Telecommunication Facilities* applies to all Borough lands outside the city limits of Houston, Palmer, and

Wasilla. An administrative permit is required for towers between 85 and 125 feet in height. The proposed tower height is 125 feet and will require this permit.

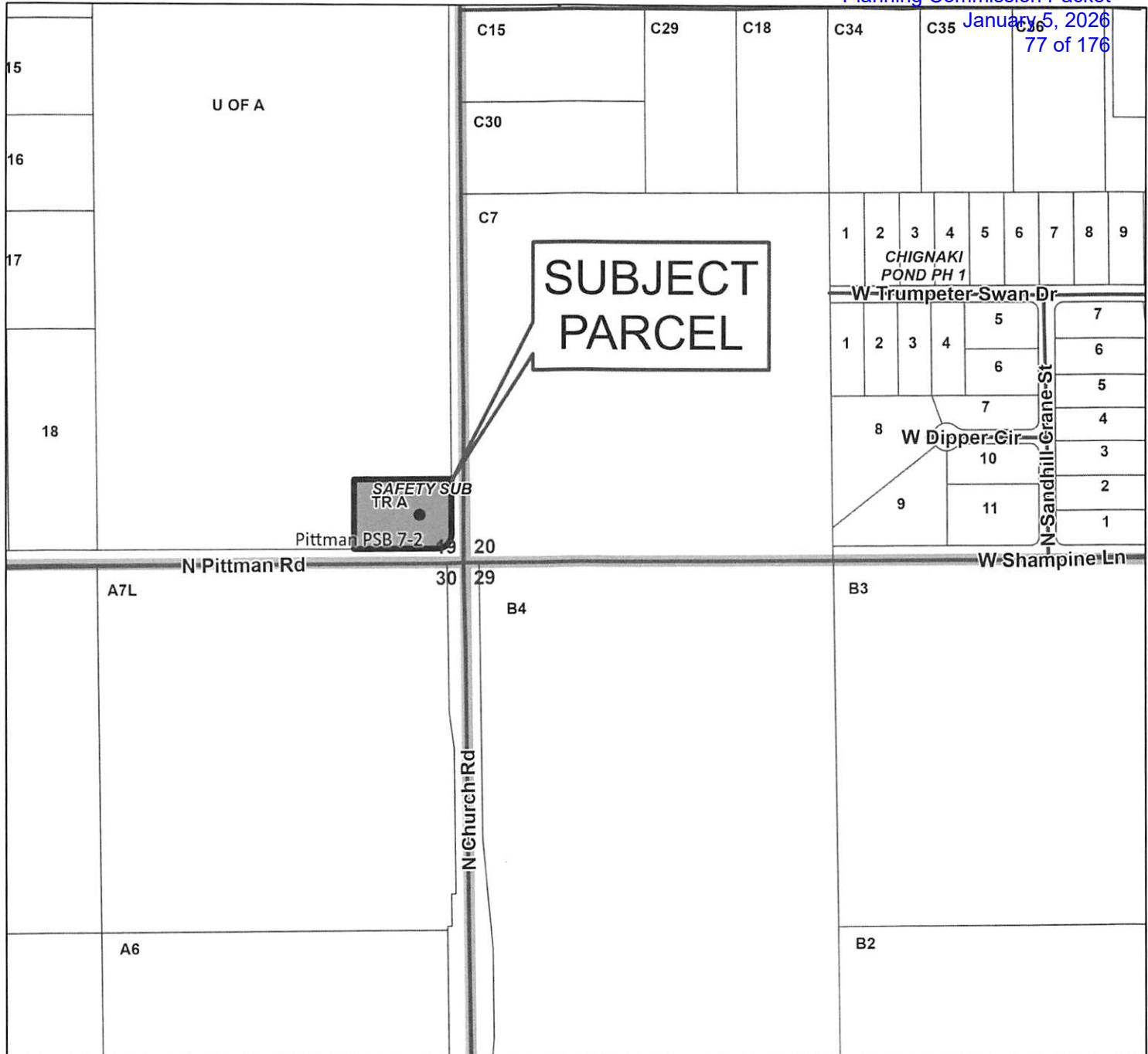
Other Considerations

The lease will not restrict access to the surrounding Borough-owned land. Other than the probable future fire station expansion, no additional public use is planned for this site.

MSB 23.05.100 (4) defines General Purpose Lands as those lands which, because of physical features, adjacent development, location, or size of the area, may be suitable for a variety of uses, or which do not lend themselves to more limited classification under other land designations.

V. Recommendation

Land Management staff recommends classification of a portion of the subject parcel as General Purpose Lands.



MSB007983
Tax ID: 5256000T00A

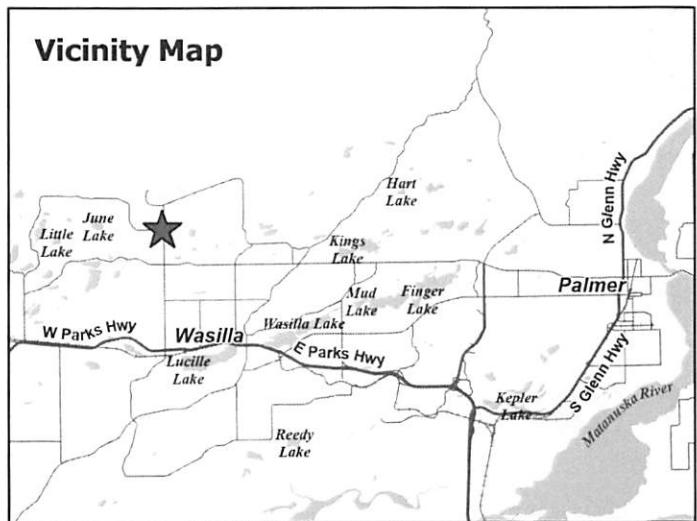


This map is solely for informational purposes only. The Borough makes no express or implied warranties with respect to the character, function, or capabilities of the map or the suitability of the map for any particular purpose beyond those originally intended by the Borough. For information regarding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

MSB Information Technology/GIS
 December 16, 2025

0 1,000
 Feet

Vicinity Map



PARCEL ID: 45248
ACCOUNT NUMBER: 55256000T00A

±125°-0"

LESSEE 30'-0" x 30'-0"
LEASE AREA (± 900 SF)

PROPERTY LINE

±40'-0"

LESSEE 5'-0"
UTILITY EASEMENT

✓ LESSEE PRIMARY
15'-0" ACCESS AND
UTILITY EASEMENT

20'-0" PUBLIC—
UTILITY EASEMENT

5182 N PITTMAN RD
WASILLA, AK 99654

5182 N PITTMAN RD
WASILLA, AK 99654

N CHURCH RD

FRÜHLING

ASPHALT
PARKING
LOT

— BUILDING

✓ 20'-0" PUBLIC
UTILITY EASEMENT

PROPERTY LINE

N PITTMAN RD

LESSEE INGRESS/EGRESS
FROM N PITTMAN RD

RS 25-29

By:
Introduced:
Public Hearing:
Action:

MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 25-29

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION RECOMMENDING APPROVAL OF AN ORDINANCE CLASSIFYING A PORTION OF LAND KNOWN AS TRACT A, SAFETY SUBDIVISION (TAX ID: 5256000T00A), AS GENERAL USE LAND FOR THE PURPOSE OF A LEASE TO INSTALL A CELLULAR COMMUNICATION TOWER (MSB007983).

WHEREAS, a 900 square foot portion of tax parcel 5256000T00A, located on the northwest corner of Church and Pittman Roads is proposed for land classification for the purpose of leasing a pad to build a cellular communication tower; and

WHEREAS, the attached Best Interest Finding provides information specific to the parcel to include proposed purpose, land classification, map, inter-department and public comments; and

WHEREAS, a Borough inter-departmental review was conducted, along with 30-day public notice in accordance with Title 23 and Land and Resource Management Policy and Procedures adopted by the Matanuska-Susitna Borough; and

WHEREAS, through land classification, the parcel identified for a specific future purpose which cannot be changed without Assembly approval.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby recommends Assembly approval of land classification for a portion of tax parcel 5256000T00A, lying at the northwest corner of Church and Pittman Roads as "General Use Lands" for the purpose of a future cellular communication facility.

ADOPTED by the Matanuska-Susitna Borough Planning Commission this 5th day of January 2026.

Richard Allen, Chair

ATTEST

LACIE OLIVIERI, Planning Clerk

(SEAL)

YES:

NO:

LAND USE CLASSIFICATION

Resolution No. 25-30

Resolution 25-30 A Resolution Of The Matanuska-Susitna Borough Planning Commission Recommending Approval Of An Ordinance Classifying A Portion Of 18N03W09A001 As Reserved Use Land For The Purpose Of A Shooting Range (MSB008238).

Staff: Peter Burton, Land Management Specialist

(Pages 81-118)



MATANUSKA-SUSITNA BOROUGH

Community Development Department

350 East Dahlia Avenue • Palmer, AK 99645

Phone (907) 861-7869 • Fax (907) 861-8635

E-mail: lmb@matsu.gov

<https://matsu.gov>

MEMORANDUM

DATE: December 23, 2025
TO: Matanuska-Susitna Borough Planning Commission
FROM: Peter Burton, Land Management Specialist
SUBJECT: Planning Commission Agenda of January 5, 2025 / Resolution 25-30 MSB008238

SUBJECT:

Classification of Reserved Use Land – Shooting Range for future site in the Matanuska-Susitna Borough off Zero Lake Rd.

SUMMARY:

The accompanying resolution is at the request of Assemblymember Bernier.

The Community Development Department has identified the land in Resolution 25-30 for classification as Reserved Use for the purpose of a shooting range.

The Preliminary Best Interest Finding is attached. In addition, the resolution, the public notice and vicinity map, and the public comments received are attached.

**PRELIMINARY BEST INTEREST FINDING
For the
Classification of Borough-owned Land**

I. Summary of Proposed Action

In response to Assembly direction, the MSB Land & Resource Management Division (LRMD) has identified a Borough-owned parcel for classification as Reserved Use - Shooting Range.

The 520-acre subject parcel, being Tax ID 18N03W09A00, is located on the north side of Zero Lake Road approximately 2.5-mile drive from Parks Hwy. LRMD proposes to classify a portion of this parcel as Reserved Use Lands for future potential development as a shooting range. A vicinity map is attached to assist with the location of the parcel.

II. Property Site Factors

- A. Location:** The subject parcel (Tax ID 18N03W09A001) is located on the north side of Zero Lake Road approximately 2 and 1/2-mile drive from Parks Hwy. The subject parcel is located in the Willow Area Community Organization, Inc. boundary just outside the Houston city limits.
- B. Legal Descriptions:** SW1/4 SE1/4, N1/2 SE1/4, SW 1/4, NE 1/4 and S1/2 NW 1/4 of Township 18N, Range 3W, Section 9, Seward Meridian.
- C. Land Status:** Acquired by Patent 2417, Book 98, Page 891, 1/24/75, Palmer Recording District.
- D. Restrictions:**
 - 1. Land Classification – Currently Classified as Reserved Use and Forest Management
 - 2. Land Use Plans – The property lies within the boundaries of the Willow Area Community Comprehensive Plan. The plan does not identify specific designations, restrictions, or development objectives for this parcel.
 - 3. Title Restrictions – State of Alaska reserved all oil, gas, and mineral rights.
 - 4. Covenants – None
 - 5. Zoning – None
 - 6. Easements & Other Reservations – A Public Use Easement exists for Zero Lake Rd. A private access easement for the benefit of parcel in NE1/4 of NW1/, recorded 2005-016780-0, 6/29/05.
- E. Current Land Use:** The current or near future use of the land may include Personal Use Firewood and/or Timber Harvest Sales.

F. Surrounding Land Use: Surrounding properties are primarily undeveloped or used for residential and recreational purposes.

G. Existing Infrastructure: The existing Zero Lake Rd passes through the parcel, and the potential shooting range site is Northwest of the road. See attached map.

H. Soils & Terrain: The subject property contains a mix of soils. The majority of the parcel is composed of Estelle which is a well-drained loam soil suitable for this development. The edges of the area contain Cryaquepts which are poorly drained wetlands.

I. Resources: There is no specific data on resources for this parcel.

J. Assessment: The 2025 assessed value of the entire 520-acre parcel is \$484,500.00.

III. Review and Comments

The parcel has undergone departmental review. Such review includes historical data, topography, access, adopted Borough plans, desirability of location, land value, and highest and best use of land. Inter-department review revealed no objection to the proposed classification.

Public notice was conducted in accordance with MSB 23.05.025. Fifteen public comments were received in response to the public notice. Eleven of the comments were in opposition, including a letter from the Willow Area Community Organization, Inc. (WACO) which voted 27-1 to send in a letter of opposition. Four comments were received that were in support.

Public input in opposition highlighted:

- Noise from gunfire is expected to carry long distances due to local topography and wetlands, disrupting the quiet character of the area and affecting sled dogs, pets, and wildlife.
- Environmental risks were emphasized, including potential lead contamination in soils and water given high water tables and proximity to a nearby stream, with possible downstream impacts to wetlands and the Little Susitna River.
- Safety concerns such as stray bullets, increased traffic on unmaintained roads, and risks to recreational trail users and low-flying aircraft from nearby private airstrips.
- Additional issues such as concerns with maintaining Zero Lake Road, monitoring lead contamination, lowered property values, and enforcing range rules or staffing for any potential future shooting ranges.

Public input in support highlighted:

- A need for more shooting ranges in the Matanuska-Susitna Borough.
- Long travel times to other ranges.
- Safety improvements with a controlled range.

IV. Analysis & Discussion

In 2006, 5 acres of the 520-acre parcel was classified as Reserved Use Lands/ESF by Ordinance Serial No. 06-081. The remainder of the parcel is classified as Forest Management to support a timber sale by Resolution Serial No. 88-063. LRMD proposes to classify an approximately 50-acre portion of the parcel as Reserved Use Land – Shooting Range.

Classification of Borough lands for reserved use is consistent with the Borough's Policy to create an asset management plan. Classification of this land will inform the public that this land could be the location for a future shooting range. The land classification will require Assembly approval.

The classification for the parcel is a portion of the parent parcel. Surveying and subdividing the parcel by a plat or waiver subdivision prior to development may be desirable but is not required while the Borough owns the parent parcels.

V. Administrative Recommendation

The Community Development Department, Land & Resource Management Division respectfully requests Planning Commission recommendation for Assembly approval of the classification of a portion of Tax ID 18N03W09A001 as Reserved Use Land – Shooting Range as shown on the attached Vicinity Map.

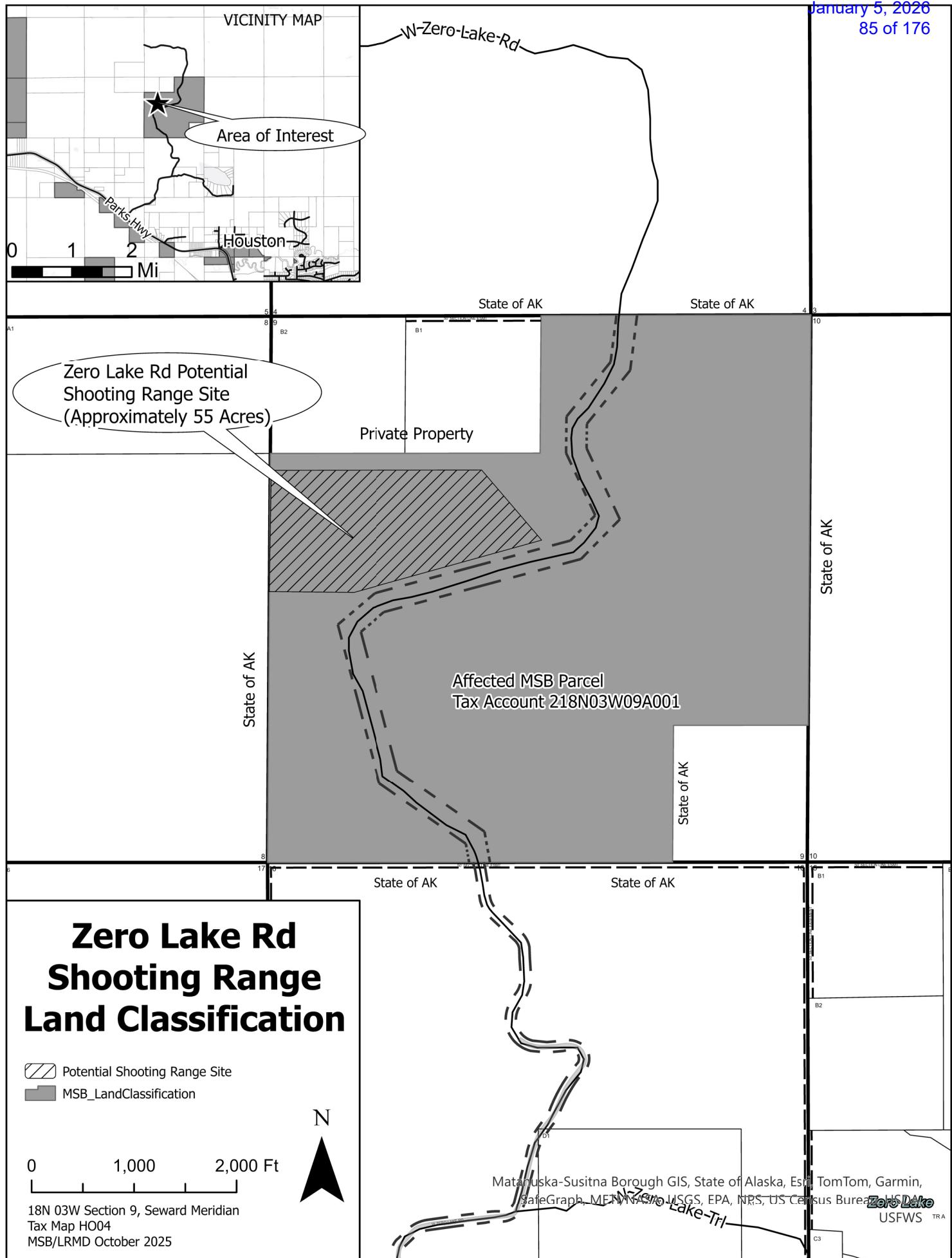
MSB 23.05.100(A)(13) defines “Reserved Use Lands” are those lands which have been transferred assigned, or designated for present or future public use, or for use by a government or quasi-government agency, or for future development of new town sites, or for future expansion of existing public uses.

Authority: Classify land MSB 23.05.005, 23.05.100

ATTACHMENT A

January 5, 2026

85 of 176





Peter Burton
Land & Resource Management Division
MatSu Borough
350 E. Dahlia Ave
Palmer, Alaska 99645

Nov. 5, 2025

Re: MSB008238 Zero Lake Classification

To whom this may concern:

Willow Area Community Council (WACO), recognized as the community council for the unincorporated area known as Willow, voted this evening by a vote of 27 to 1 to oppose the classification of and development of a shooting range on any property on Zero Lake Road. Our concerns are substantial. They are listed below and address impacts from development should the process proceed at any time from classification to planned.

- The two Willow property owners whose land adjoins the proposed parcel both strongly oppose this classification and development. Both have plans to develop their properties for full time residence over the next few years and will pay taxes accordingly. They have individually submitted letters as well.
- The property owners on Zero Lake are opposed to this classification and development. They are in Houston but as communities with a shared boundary, we support that neighborhood being protected. These properties are either developed or developing and will also be providing substantial tax payments.
- Property values are known to be decreased by at least 3.7% (Realtor.com) in neighborhoods with a shooting range. Specifics identified: **Noise pollution, environmental concern, perceived safety issues and capped property appreciation.** There are examples of property values dropping by 30% because of proximity to shooting ranges.
- The Willow Area Community Comprehensive Plan is clear in its description of Willow. We are a community economically built on, supporting, and designed for outdoor recreation and tourism. There is an extensive, mapped trail system, used regularly, that surrounds that property, and a number of additional trails that branch off and are maintained privately. We value the peace, quiet and beauty of the area and encourage our guests to enjoy same.
- Road build and management is a difficult concern. Three government entities own and manage different sections of Zero Lake Road: DNR, Houston and the MatSu Borough. Houston manages the plowing up to a certain point and past that its just the residents. It is a dirt road. It would

need to be built to standards after agreement among the three, and then agreements about who will maintain must be decided. An enormous expense and process in a time of cutbacks.

- Access to shooting ranges is an occasional wish of some borough residents. There are currently three. The best developed is in Montana Creek, owned & managed by the Upper Susitna Shooters Association: mile 94.5 Parks Highway. (The intersection of the Parks Highway and Zero Lake Rd is about mile marker 58, approximately 36 miles away.) The Kenny & Patti Barber Shooting Range at Maud Road in the Knik River Public Use Area is open to the public and staffed by DNR. And many already use the Jonesville Mine recreation sites, also on DNR land near Sutton.

Noise pollution:

Sound in Willow carries very long distances because of the large swaths of marshes and lakes.

Particularly in winter when the birch and shrubbery lose their buffering leaves and only the tall, spare spruce are left and the deep cold exaggerates all sensory information. People living within a mile to mile and half, especially those closer, will suffer an extraordinary assault on their quiet environment. Dogs and other animals with more acute hearing will suffer even more. A noted dog mushing racing kennel in the neighborhood that has been there for decades will be significantly impacted as will all animal owners that live and recreate there. Hunting is common in that area and wildlife will be affected. There is already a lot of shooting all over the Willow area, most of it on private property or somewhat isolated borough or state lands. The difference will be the volume of gunfire from an occasional hour or two, to every day all day and potentially many shooters simultaneously.

Environmental concerns:

The question has been asked: has Fish and Game been consulted on the potential risk to Nancy Creek which flows close to the proposed site. It is salmon spawning stream and fed with mountain runoff and rain so the volume is variable. The toxins from a shooting range could easily leach into that water source given the high water tables throughout the entire south end of Willow. Flooding anywhere in the Willow area affects the water table throughout this area, so toxins will move. And plowed snow will take materials far from that initial ground spot and disperse. Will any amount of staffed management of the site actually get it cleaned up thoroughly?

Perceived safety issues:

Traffic would exponentially increase on winding narrow Zero Lake road. Wildlife currently abounds, people routine snowmachine, 4 wheel, bike, run, train dog teams, etc on and crossing that road. There will be no policing for speed.

Opening up an area with limited, larger tract properties will draw some nefarious actors, with guns, so the risk of home burglaries etc will increase.

While a well developed shooting range should have sides, and shooting areas with tall built walls, those are not a guarantee that people will not, either on accident or on purpose, shoot past those barriers. People using the trails, as above and to include horse back riding, will be at risk during the range's open hours.

Known to few, there are several private air strips back there. Those planes need to fly a very low flight path after take-off for quite a distance before they can move to altitude because of the air/warmth patterns in the flying valley between the mountain ranges. If they go up too soon, they risk vapor lock on the wings. Shooting in the direction of low flying planes is risky.

Capped property appreciation:

Homeowners count on their properties increasing in value across time; homes are an investment. Artificial capping of appreciation will not be welcome news.

We will be happy to receive questions about this position and will remain engaged on this process.

Respectfully,



Tryg Erickson,
Chair
WACO



MATANUSKA-SUSITNA BOROUGH
Community Development
Land & Resource Management Division
350 East Dahlia Avenue
Palmer, Alaska 99645

4 18N03W09B002
MORGAN ROBERT M & DARCIE L
22346 DEER PARK DR
CHUGIAK AK 99567

**MATANUSKA-SUSITNA BOROUGH
PUBLIC NOTICE**

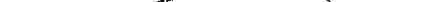
Type: Classification (MSB008238)

Tax ID: 18N03W09A001

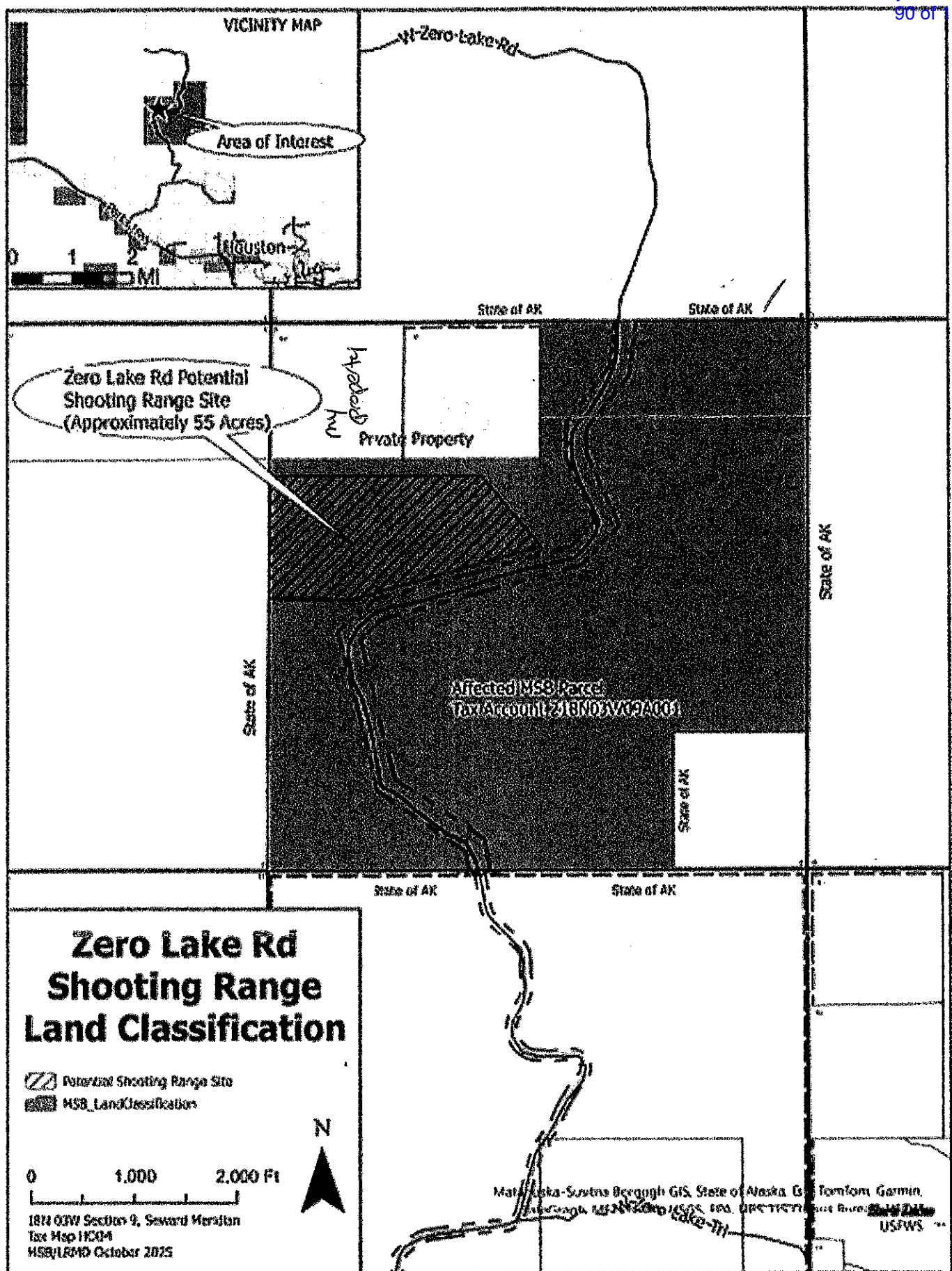
In response to Assembly direction, the Matanuska-Susitna Borough (Borough) Land & Resource Management Division has identified a Borough-owned parcel suitable for future development as a shooting range. Land Management proposes to classify the land as Reserved Use (Shooting Range). The Parcel Tax ID is 18N03W09A001, located in Township 18 North, Range 3 West, Section 9.

Supporting material is available for public inspection by appointment only during normal business hours on the 2nd floor of the Borough Building in the Land & Resource Management office or visit the Public Notice Section on the Borough's web page, www.matsugov.us. Public comment is invited on this request. If you have any comments please mail or deliver them to the Borough offices at the address indicated above, no later than **November 10, 2025**. If you have questions about this request, call Peter Burton at 907-861-7847 between 8 am – 5 pm or you can send an e-mail to: LMB@matsugov.us (please refer to MSB008238 Zero Lake Classification when submitting comments).

Comments: Please see attached letter of opposition.

Signature: 

***This public notice & request for comments is in compliance with MSB Code 23.05.025**



10/20/2025

Robert and Darcie Morgan
22346 Deer Park Dr
Chugiak, AK 99567
Darciedemontfort@yahoo.com

To:

Matanuska-Susitna Borough
Community Development, Land, and Resource Management Division
350 East Dahlia Avenue
Palmer, AK 99645

Subject: Formal Opposition to Proposed Shooting Range Adjacent to My Property

Dear Members of the Community Development, Land, and Resource Management Division,

I am writing to formally express my opposition to the proposed shooting range planned for development adjacent to my property. My land is located directly next to the proposed site, TOWNSHIP 18N RANGE 3W SECTION 9 LOT B2 and as a tax-paying citizen and property owner in the Matanuska-Susitna Borough, I am deeply concerned about the safety, environmental, and quality-of-life impacts this project would bring to the area.

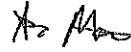
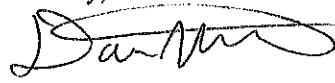
My foremost concern is public safety. Establishing a shooting range immediately next to private properties creates unacceptable risks, including stray bullets, accidental discharges, and other hazards associated with firearm use. Even with safety measures and proper design, there is always potential for human error, changing weather conditions, and unpredictable environmental factors that could endanger nearby residents, visitors, and wildlife. We frequent this property with family, friends, children and pets. The concern for their safety is the most important factor for me. In addition, we use this property as a location for hunting to help feed our family. Constant gunfire would drive away the wildlife that frequents the area and provides for our family.

In addition to safety issues, the peaceful enjoyment and natural setting of the surrounding area would be severely compromised. The constant sound of gunfire would disrupt the quiet, recreational environment that property owners and families currently value. Furthermore, potential environmental hazards, such as lead contamination in soil and groundwater and harm to local wildlife, present serious long-term risks that should not be overlooked. There is a creek located in the proximity of this area that is a known salmon spawning creek.

Given these concerns, I respectfully urge the Matanuska-Susitna Borough to deny or reconsider the proposed location for this shooting range and to explore alternative sites that would not place neighboring residents or the environment at risk.

Thank you for your time and consideration of this important matter. I also request to be notified of any public hearings, meetings, or decisions regarding this proposal so that I may continue to participate in the review process.

Sincerely,



Robert Morgan Cell#907-350-8572
Darcie Morgan Cell#907-529-4520

11/1/2025
Gigi and Joel Hersh
2680 S Rue de la Paix Lp
Wasilla AK 99623

To:

Matanuska Susitna Borough
Community Development, Land and Resource Management Division
350 E Dahlia Ave
Palmer AK 99645

Subject: Formal Opposition to Proposed Shooting Range – Township 18N Range 3W Section 9 Lot B2, Tax parcel ID 18N03W09A001

Dear Members of the Matanuska-Susitna Borough,

I am writing to express my formal opposition to the proposed shooting range located at Township 18N, Range 3W, Section 9, Lot B2.

This proposed site is adjacent to an area that my family, friends, and I use extensively for recreational vehicle activities, hiking, and foraging throughout the year. The development of a shooting range in such proximity would create a serious hazard and endanger the safety of all who use the surrounding land for these activities.

We also rely on nearby property for foraging to help sustain a supply of healthy, locally grown Alaskan food for year-round consumption. The establishment of a shooting range would put these important subsistence and recreational activities at high risk.

In addition, unmanaged shooting ranges have a well-documented history of attracting illegal dumping and other undesirable activities, leading to environmental degradation and decreased property values. The increased traffic on the unmaintained Zero Lake Road would also impose additional burdens on the residents who already contribute to maintaining the road by clearing fallen trees and repairing potholes at their own expense.

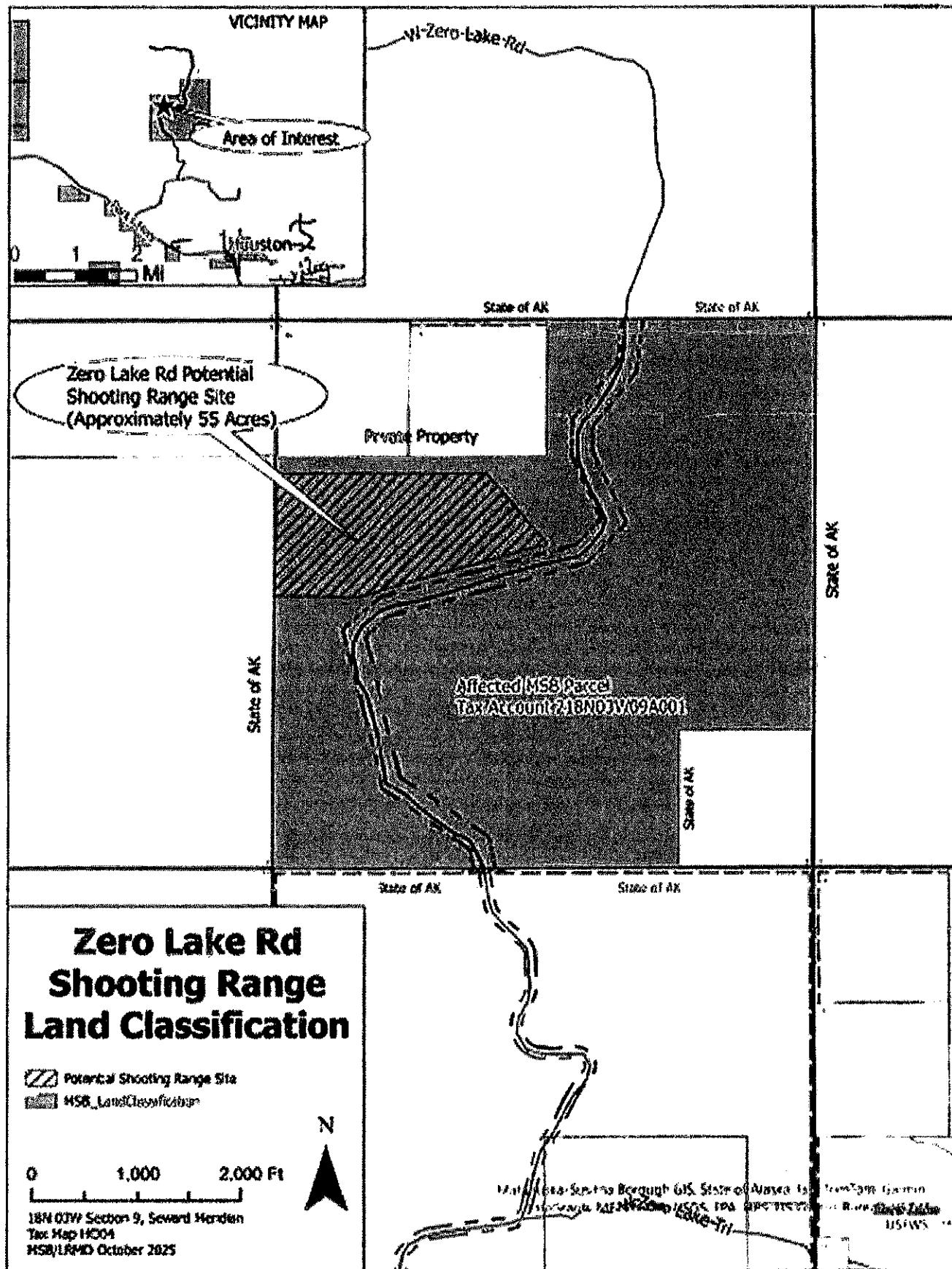
From a public safety standpoint, an unsupervised shooting range on an unmaintained road would present serious risks that the Borough would have limited ability to mitigate. Even with a staffed facility, there is always potential for human error. In this case, the potential risks to safety, environment, and quality of life far outweigh any potential community benefit.

The area surrounding the proposed site is valued for its peace, quiet, and natural beauty. The constant sound of gunfire would irreparably disrupt this environment, negatively affecting both residents and the abundant wildlife that inhabits the area.

For these reasons, I respectfully urge the Matanuska-Susitna Borough to reconsider this location for a shooting range and to explore alternative sites that would not endanger the wellbeing of the community or the surrounding natural environment.

Thank you for your time and consideration of this matter.

Sincerely,



Brad and Trish deMontfort
2530 Willett Rd Ext
Keuka Park, NY 14478
btdeMontfort@gmail.com

November 2, 2025

To:

Matanuska-Susitna Borough
Community Development, Land, and Resource
Management Division
350 East Dahlia Avenue
Palmer, AK 99645

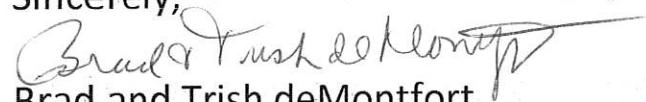
Subject: Formal Opposition to Proposed Shooting
Range Adjacent to Robert and Darcie Morgan's property.

Dear Members of the Community Development, Land, and Resource
Management Division,

We are writing to formally express our opposition to the proposed
shooting range planned adjacent to Robert and Darcie's property. We
have been helping them develop the property with hopes of building a
cabin there also. We like the area and were looking forward to
spending more time enjoying the beauty and peacefulness of that piece
of wilderness.

We formally request that you consider other sites for the shooting
range.

Sincerely,


Brad and Trish deMontfort

Peter Burton

From: Land Management
Sent: Monday, October 20, 2025 9:20 AM
To: Peter Burton
Subject: FW: MSB008238 Zero Lake Classification

From: lwilson@mtaonline.net <lwilson@mtaonline.net>

Sent: Monday, October 20, 2025 9:18 AM

To: Land Management <lmb@matsugov.us>

Subject: MSB008238 Zero Lake Classification

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

Hi:

I want to voice enthusiastic support for a shooting range in the Zero Lake area. There are few public shooting ranges in the Borough where recreational shooting is a very popular, and as our population grows, the need for places to safely shoot increases. For me to go shoot at a range, it's approximately 40-45 miles and about an hour to reach the private Upper Susitna or Birchwood ranges or the Knik River Public Use Area, and a Birchwood annual membership has gotten prohibitively expensive. This situation contributes to residents establishing uncontrolled ad hoc shooting ranges on public lands that may not be safe. Public lands near Zero Lake have been used for recreational shooting for many decades, and there are still few permanent residences close by. There was a near fatal shooting near Zero Lake a few years ago caused by someone target shooting in an unsafe direction with an inadequate backstop. If the State or Borough were to establish a shooting range, hopefully something similar to the Kenny and Patti Barber Shooting Range at the Knik River Public Use Area, we can at least be confident that shooting will be focused in a safe direction with an adequate backstop. I would certainly welcome and frequently visit a Zero Lake shooting facility.

Thanks for the opportunity to comment.

Lance Wilson
(907) 892-3103



MATANUSKA-SUSITNA BOROUGH
Community Development
Land & Resource Management Division
350 East Dahlia Avenue
Palmer, Alaska 99645

4 18N03W09B002
MORGAN ROBERT M & DARCI L
22346 DEER PARK DR
CHUGIAK AK 99567

**MATANUSKA-SUSITNA BOROUGH
PUBLIC NOTICE**

Type: Classification (MSB008238)

Tax ID: 18N03W09A001

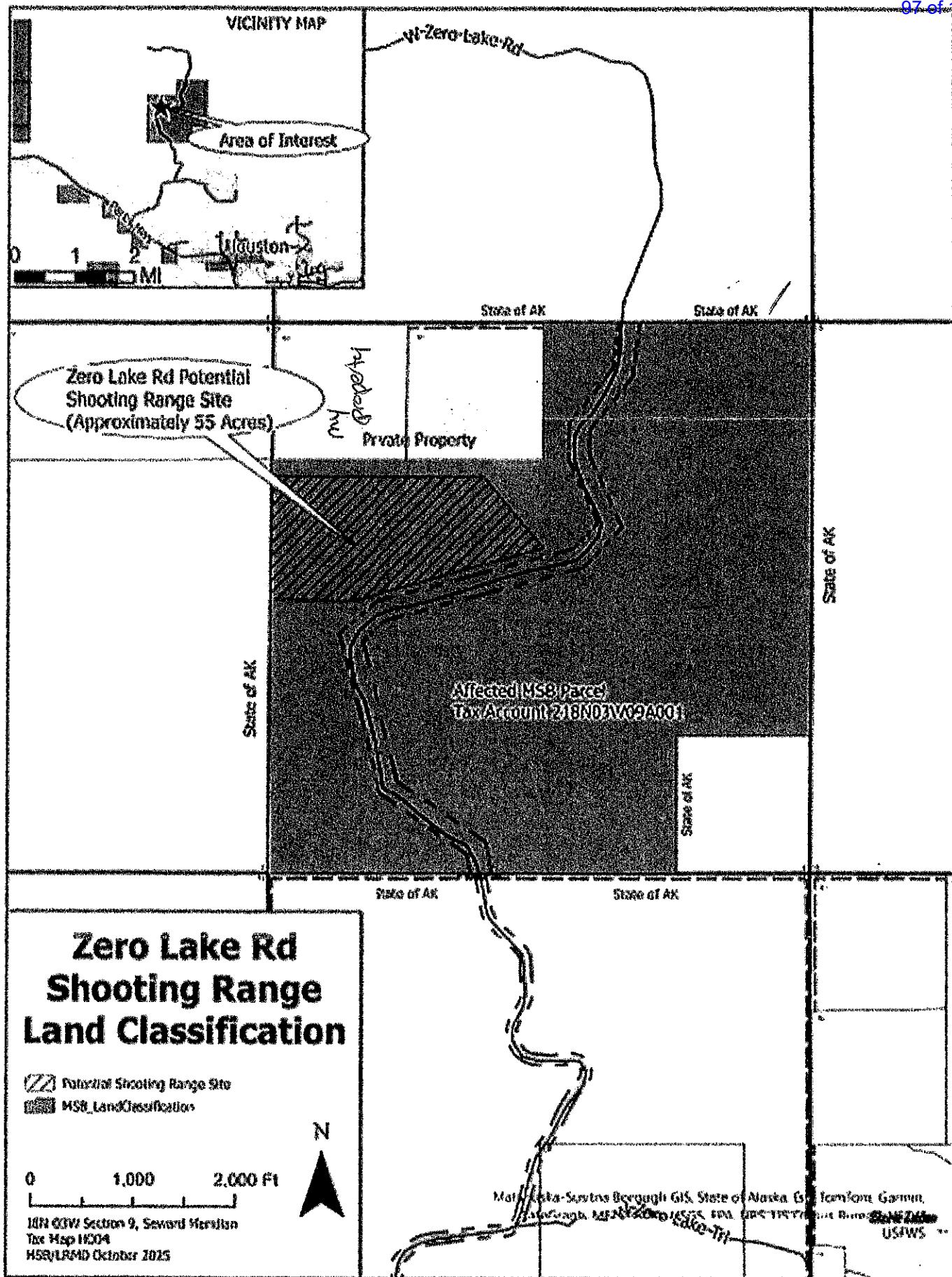
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Supporting material is available for public inspection by appointment only during normal business hours on the 2nd floor of the Borough Building in the Land & Resource Management office or visit the Public Notice Section on the Borough's web page, www.matsugov.us. Public comment is invited on this request. If you have any comments please mail or deliver them to the Borough offices at the address indicated above, no later than November 10, 2025. If you have questions about this request, call Peter Burton at 907-861-7847 between 8 am - 5 pm or you can send an e-mail to: LMB@matsugov.us (please refer to MSB008238 Zero Lake Classification when submitting comments).

Comments: Please see attached letter of opposition.

Signature:

(If you need more space for comments please attach a separate sheet of paper.)
***This public notice & request for comments is in compliance with MSB Code 23.05.025**



10/20/2025

Robert and Darcie Morgan
22346 Deer Park Dr
Chugiak, AK 99567
Darciedemontfort@yahoo.com

To:

Matanuska-Susitna Borough
Community Development, Land, and Resource Management Division
350 East Dahlia Avenue
Palmer, AK 99645

Subject: Formal Opposition to Proposed Shooting Range Adjacent to My Property

Dear Members of the Community Development, Land, and Resource Management Division,

I am writing to formally express my opposition to the proposed shooting range planned for development adjacent to my property. My land is located directly next to the proposed site, TOWNSHIP 18N RANGE 3W SECTION 9 LOT B2 and as a tax-paying citizen and property owner in the Matanuska-Susitna Borough, I am deeply concerned about the safety, environmental, and quality-of-life impacts this project would bring to the area.

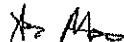
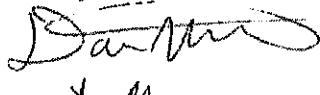
My foremost concern is public safety. Establishing a shooting range immediately next to private properties creates unacceptable risks, including stray bullets, accidental discharges, and other hazards associated with firearm use. Even with safety measures and proper design, there is always potential for human error, changing weather conditions, and unpredictable environmental factors that could endanger nearby residents, visitors, and wildlife. We frequent this property with family, friends, children and pets. The concern for their safety is the most important factor for me. In addition, we use this property as a location for hunting to help feed our family. Constant gunfire would drive away the wildlife that frequents the area and provides for our family.

In addition to safety issues, the peaceful enjoyment and natural setting of the surrounding area would be severely compromised. The constant sound of gunfire would disrupt the quiet, recreational environment that property owners and families currently value. Furthermore, potential environmental hazards, such as lead contamination in soil and groundwater and harm to local wildlife, present serious long-term risks that should not be overlooked. There is a creek located in the proximity of this area that is a known salmon spawning creek.

Given these concerns, I respectfully urge the Matanuska-Susitna Borough to deny or reconsider the proposed location for this shooting range and to explore alternative sites that would not place neighboring residents or the environment at risk.

Thank you for your time and consideration of this important matter. I also request to be notified of any public hearings, meetings, or decisions regarding this proposal so that I may continue to participate in the review process.

Sincerely,



Robert Morgan Cell#907-350-8572
Darcie Morgan Cell#907-529-4520

Peter Burton

From: Land Management
Sent: Friday, October 24, 2025 4:42 PM
To: Peter Burton
Subject: FW: MSB008238 Zero Lake Classification

From: Sandy McDonald <sjmcdonald907@gmail.com>
Sent: Thursday, October 23, 2025 1:42 PM
To: Land Management <LMB@matsugov.us>
Subject: MSB008238 Zero Lake Classification

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

Peter,
I've heard about Land Management's proposal to classify land for a shooting range.
The Public Notice mentioned it was at the direction of, or in response to the Assembly.
I have several questions I was hoping you could answer for me.
Who brought this forward? Was it one Assembly member?
When did the Assembly approve this moving forward?
What other supporting documents did the Assembly have to make their decision? May I have a copy of any supporting documents?
What is the time frame?
Have the Local governments been contacted? Houston and Willow? What materials have been sent to them?
What plans are there for the building and maintenance of Zero Lake Road?
Is there any other information to assist me as I prepare my public comment?

My husband and I live within a couple of miles to the west and we also own property north of Zero Lake.
We were not on the mailing list and did not receive a public notice. We were informed by neighbors. Could you please add our name to the mailing list for future public notices if they become available. Thank you for your time.

Sincerely,
Sandy McDonald

Peter Burton

From: Land Management
Sent: Monday, October 27, 2025 3:59 PM
To: Peter Burton
Subject: FW: Request for Reconsideration of Proposed Shooting Range Near Zero Lake Road, Houston, AK (MSB008238)

From: Kelton Hansley <keltonhansley@gmail.com>
Sent: Monday, October 27, 2025 3:01 PM
To: Land Management <LMB@matsugov.us>
Subject: Request for Reconsideration of Proposed Shooting Range Near Zero Lake Road, Houston, AK (MSB008238)

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

Dear Land and Resource Management Office,

I am writing as a local property owner of Zero Lake Road in Houston, Alaska, to respectfully request that the Borough reconsider the proposed public shooting range near Zero Lake Road (MSB008238).

While I understand the intent of providing a safe, managed shooting facility for the public, the location chosen is highly unsuitable for several important reasons:

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-
- **Noise and Safety:**
 - The proximity to residential properties, recreational trails, and lakes would create significant noise pollution and safety risks for residents, families, and visitors who use the area for hiking, fishing, and camping.
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-
-
- **Aviation**
 - **Risk:** The location is directly below the most direct and commonly used route between Wasilla Airport and Willow Airport, where most pilots operate at 500–1,000 feet AGL. One irresponsible user could cause a disaster.
-
-
-
-
- **Wildlife**
 - **Disruption:** The area supports abundant wildlife — including moose, bears, and waterfowl

For all these reasons, I strongly urge the Borough to **re-evaluate this site** and consider **alternative locations** farther from residential and recreational areas — ideally on less densely used public land with safer access and less environmental sensitivity.

Our community is not opposed to responsible firearm recreation, but we believe this proposal threatens the **safety, character, and environmental integrity** of the Zero Lake area.

Thank you for taking the time to consider our concerns. I would greatly appreciate confirmation that this message will be included in the official project review record.

Sincerely,
Kelton Hansley
Property Owner – 12245 W Zero Lake Road
Houston, Alaska
keltonhansley@gmail.com
907-821-0201

Peter Burton

From: Land Management
Sent: Thursday, October 30, 2025 1:48 PM
To: Peter Burton
Subject: FW: Zero Lake Road Shooting Range

From: Jeff Morgan <jeffmorgan1982@gmail.com>
Sent: Thursday, October 30, 2025 9:56 AM
To: Land Management <imb@matsugov.us>
Subject: Zero Lake Road Shooting Range

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

Jeff Morgan
3630 N Ebro Cir
Wasilla AK 99654
jeffmorgan1982@gmail.com
3606319294
10/30/2025

Dear Community Development,

I am writing to express my strong opposition to the proposed construction of a shooting range on Zero Lake Road. As a resident of the area, I am deeply concerned about the potential negative impacts this project could have on our community and environment.

The construction and operation of a shooting range pose significant safety risks, including the potential for accidents and increased noise levels, which could disturb residents and wildlife. Additionally, concerns about environmental contamination from lead and other hazardous materials are valid and must be thoroughly addressed before proceeding.

We urge you to reconsider this project and explore alternative locations that are less disruptive to our community. Protecting our safety, environment, and quality of life should be our top priorities.

Thank you for your attention to this important matter. I look forward to your response and hope that our voices will be heard in this process.

Sincerely,
Jeff Morgan

It's not a bad idea, just a bad location

Peter Burton

From: Land Management
Sent: Monday, November 3, 2025 10:04 AM
To: Peter Burton
Subject: FW: MSB008238 possible shooting range in Houston

Categories: Red Category

-----Original Message-----

From: Ken <sledge@mtaonline.net>
Sent: Sunday, November 2, 2025 7:53 PM
To: Land Management <LMB@matsugov.us>
Subject: MSB008238 possible shooting range in Houston

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

Dear Mr Burton

I am a long time resident of Houston. For all this time I have had to put up with the illegal shooting noise on Zero lake road in violation of city ordinance, which the city does not enforce. For me it's a "not in my backyard thing." I have been a shooting enthusiast for all of my life and am a state certified instructor for law enforce. Just because I have to drive a few miles does not stop me from enjoying this hobby. Please do not build a range in Houston, especially an unmanned range.

I chose to live in Houston 30 plus years ago for the quiet life style. Plz don't take that away from my family.

Thanks for your consideration,

Ken Conn
(907)232-9823
Leave message as you are not on my known caller list. Thanks

Sent from my iPad

Peter Burton

From: Land Management
Sent: Monday, November 3, 2025 10:05 AM
To: Peter Burton
Subject: FW: MSB008238 Zero Lake Claffification

From: Bill Bocast <bocastb@yahoo.com>
Sent: Sunday, November 2, 2025 9:34 AM
To: Land Management <LMB@matsugov.us>
Subject: MSB008238 Zero Lake Claffification

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

Dear Peter Burton:

As a Mat-Su resident and taxpayer, I support establishing and constructing a shooting range as proposed.

It should be like the Kenny and Ann Barber Range on Maud Road, but on our end of the Valley. This would be a welcome public use facility.

Thank you
William F Bocast
4059 S Andrea Dr
Wasilla Alaska 99623



Virus-free.www.avast.com

Peter Burton

From: Land Management
Sent: Monday, November 3, 2025 10:06 AM
To: Peter Burton
Subject: FW: Proposed Gun Range - Houston - Zero Lake

Categories: Red Category

From: Steve Sonnier <akbluz@yahoo.com>
Sent: Saturday, November 1, 2025 11:01 AM
To: Land Management <LMB@matsugov.us>; Steve Sonnier <akbluz@yahoo.com>
Subject: Proposed Gun Range - Houston - Zero Lake

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

Mr. Peter Burton,

Regarding MSB 008238 Zero Lake Classification

I fully support establishing a Shooting Range on MatSu Borough property at Houston Zero Lake. It would be closer for many Valley shooters to drive and the road surely could be better maintained than the access to the Maud Road facility.

I am sure that modern noise mitigation design would be used. Also reasonable days open and hours of operation could be established for quiet at night.

I think this would be a great use of the property for many Valley shooters.

Thanks for your consideration.

Joe Steve Sonnier
1280 E Inverness Dr
Wasilla, AK 99654
(907) 376-8437

Peter Burton

From: Land Management
Sent: Monday, November 3, 2025 10:07 AM
To: Peter Burton
Subject: FW: MSB008238 Zero Lake

From: Bill and Sharon Bartel <wgbartel1@gmail.com>

Sent: Saturday, November 1, 2025 2:47 PM

To: Land Management <lmb@matsugov.us>

Subject: MSB008238 Zero Lake

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

I read your public notice and would like to support creating another shooting range in this area. It's way past due.

I live in Big Lake and find the drive to existing developed shooting ranges way too long. When I do make the drive, the ranges are typically very busy. This is another indication of the need... it used to be that they were only busy as one approached hunting season, so avoided shooting after mid-August. That strategy doesn't work any more.

I really hope your classification effort is successful. If for any reason it fails, please keep searching for options in the Houston/Big Lake area.

William G Bartel
892-3566

Peter Burton

From: Land Management
Sent: Wednesday, November 5, 2025 3:00 PM
To: Peter Burton
Subject: FW: MSB-008238

-----Original Message-----

From: Tom Blair <alaskanblairs@hotmail.com>
Sent: Wednesday, November 5, 2025 1:01 PM
To: Land Management <LMB@matsugov.us>
Subject: MSB-008238

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

I'm contacting you in regards to MSB008238, the purposed zoning/ area classification for a shooting range in the Zero Lake area.

As a long term resident of Zero lake I am strongly against this due to safety concerns for my family and persons who recreate in this area. As you may be aware of we have had accidental shootings out here, environmental impact, and no real form of policing this area are also major concerns.

Also, there needs to be better communication from the Mat-Su borough and the residence in proposed areas for land use classification and or zoning issues.

Thank you, Tom Blair

Thomas F. Blair
14634 W.Zero Lake Trail

Mail address:
P.O. Box 221753
Anch., Ak 99522

Sent from my iPhone



Peter Burton
Land & Resource Management Division
MatSu Borough
350 E. Dahlia Ave
Palmer, Alaska 99645

Nov. 5, 2025

Re: MSB008238 Zero Lake Classification

To whom this may concern:

Willow Area Community Council (WACO), recognized as the community council for the unincorporated area known as Willow, voted this evening by a vote of 27 to 1 to oppose the classification of and development of a shooting range on any property on Zero Lake Road. Our concerns are substantial. They are listed below and address impacts from development should the process proceed at any time from classification to planned.

- The two Willow property owners whose land adjoins the proposed parcel both strongly oppose this classification and development. Both have plans to develop their properties for full time residence over the next few years and will pay taxes accordingly. They have individually submitted letters as well.
- The property owners on Zero Lake are opposed to this classification and development. They are in Houston but as communities with a shared boundary, we support that neighborhood being protected. These properties are either developed or developing and will also be providing substantial tax payments.
- Property values are known to be decreased by at least 3.7% (Realtor.com) in neighborhoods with a shooting range. Specifics identified: **Noise pollution, environmental concern, perceived safety issues and capped property appreciation.** There are examples of property values dropping by 30% because of proximity to shooting ranges.
- The Willow Area Community Comprehensive Plan is clear in its description of Willow. We are a community economically built on, supporting, and designed for outdoor recreation and tourism. There is an extensive, mapped trail system, used regularly, that surrounds that property, and a number of additional trails that branch off and are maintained privately. We value the peace, quiet and beauty of the area and encourage our guests to enjoy same.
- Road build and management is a difficult concern. Three government entities own and manage different sections of Zero Lake Road: DNR, Houston and the MatSu Borough. Houston manages the plowing up to a certain point and past that its just the residents. It is a dirt road. It would

need to be built to standards after agreement among the three, and then agreements about who will maintain must be decided. An enormous expense and process in a time of cutbacks.

- Access to shooting ranges is an occasional wish of some borough residents. There are currently three. The best developed is in Montana Creek, owned & managed by the Upper Susitna Shooters Association: mile 94.5 Parks Highway. (The intersection of the Parks Highway and Zero Lake Rd is about mile marker 58, approximately 36 miles away.) The Kenny & Patti Barber Shooting Range at Maud Road in the Knik River Public Use Area is open to the public and staffed by DNR. And many already use the Jonesville Mine recreation sites, also on DNR land near Sutton.

Noise pollution:

Sound in Willow carries very long distances because of the large swaths of marshes and lakes. Particularly in winter when the birch and shrubbery lose their buffering leaves and only the tall, spare spruce are left and the deep cold exaggerates all sensory information. People living within a mile to mile and half, especially those closer, will suffer an extraordinary assault on their quiet environment. Dogs and other animals with more acute hearing will suffer even more. A noted dog mushing racing kennel in the neighborhood that has been there for decades will be significantly impacted as will all animal owners that live and recreate there. Hunting is common in that area and wildlife will be affected. There is already a lot of shooting all over the Willow area, most of it on private property or somewhat isolated borough or state lands. The difference will be the volume of gunfire from an occasional hour or two, to every day all day and potentially many shooters simultaneously.

Environmental concerns:

The question has been asked: has Fish and Game been consulted on the potential risk to Nancy Creek which flows close to the proposed site. It is salmon spawning stream and fed with mountain runoff and rain so the volume is variable. The toxins from a shooting range could easily leach into that water source given the high water tables throughout the entire south end of Willow. Flooding anywhere in the Willow area affects the water table throughout this area, so toxins will move. And plowed snow will take materials far from that initial ground spot and disperse. Will any amount of staffed management of the site actually get it cleaned up thoroughly?

Perceived safety issues:

Traffic would exponentially increase on winding narrow Zero Lake road. Wildlife currently abounds, people routine snowmachine, 4 wheel, bike, run, train dog teams, etc on and crossing that road. There will be no policing for speed.

Opening up an area with limited, larger tract properties will draw some nefarious actors, with guns, so the risk of home burglaries etc will increase.

While a well developed shooting range should have sides, and shooting areas with tall built walls, those are not a guarantee that people will not, either on accident or on purpose, shoot past those barriers.

People using the trails, as above and to include horse back riding, will be at risk during the range's open hours.

Known to few, there are several private air strips back there. Those planes need to fly a very low flight path after take-off for quite a distance before they can move to altitude because of the air/warmth patterns in the flying valley between the mountain ranges. If they go up too soon, they risk vapor lock on the wings. Shooting in the direction of low flying planes is risky.

Capped property appreciation:

Homeowners count on their properties increasing in value across time; homes are an investment. Artificial capping of appreciation will not be welcome news.

We will be happy to receive questions about this position and will remain engaged on this process.

Respectfully,



Tryg Erickson,
Chair
WACO

John and Sandy McDonald
PO Box 940215
Houston, AK 99694

November 5, 2025

Peter Burton, LMB@matsugov.us

Re: MSB 008238 Zero Lake Classification

Mr. Burton,

Thank you for the answers to my questions in the October 23rd email.

We are not in favor of the land chosen as a favorable location for a future shooting range. I can appreciate the assembly requesting land to be classified for a shooting range closer to Wasilla and Big Lake, the core of the population but those in this area do not support it. About 5 years ago, maybe longer, Point Blank proposed a shooting range on Zero Lake Road just south of this location and close by. The conditional use permit was not approved by the city and there was much opposition even then. In Houston we have Zoning requirements and a shooting range can only be within a Heavy Industrial Zone. This land has been State recreational land, logging, and is now also residential land and a Holding Zone. The City of Houston's Planning and Zoning would need to be contacted and allowed to weight in.

There is an area now that is used as a shooting range on Zero Lake Road and has causes all sorts of problems. Classifying land up Zero Lake Road will only encourage more people to come out and shoot in that location for free, causing more problems, more dumping and more danger.

This area is not only known for it's hunting, dog mushing and berry picking has been a long time home to many and a summer cabin location to a growing number.

We own property and also live very close to this site. We chose to move out here almost 20 years ago because it's remote and quiet. Any shooting range would lower the value of both our home and property and investment property we also own and pay taxes on.

We often hear the shooting that happens on a regular basis from Zero Lake Road. This proposed shooting range would only increase the noise and disturbance experienced. The noise and disruption of gunfire and related activity would affect the people who live here, the sled dogs and other pets and farm animals. It will also affect our overall well-being. Extended hours or event days would exacerbate this impact above and beyond what we experience at this time.

One major concern is the cost to build the road from the Willow/Houston Trail Parking lot located about ½ mile up Zero Lake Road. This shooting range will be at least 3 miles of winding road, although, not far as the crow flies from the Parks Highway and even closer to the center of Houston and the City Hall. This fact was one that had concerned the City Council in regards to Point Blank's facility. Having a shooting range so close to the center of our city would be a major downfall. Building a borough standard road, where a logging road

now stands, to this proposed site will be a huge expense. Who then will maintain it? The city of Houston has trouble caring for the roads on its Road Maintenance list now and there are many roads within the city limits waiting to be added to that list. Also, because the land is outside of the City of Houston Limits no revenue would be added to city coffers to offset this required maintenance.

Sincerely,

John and Sandy McDonald

John and Sandy McDonald
PO Box 940215
Houston, AK 99694

November 5, 2025

Peter Burton
Land & Resource Management Division
MatSu Borough
350 E. Dahlia Ave
Palmer, Alaska 99645

Re: MSB008238 Zero Lake Classification

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Sincerely,

John and Sandy McDonald

Peter Burton
Land & Resource Management Division
MatSu Borough
350 E. Dahlia Ave
Palmer, Alaska 99645

Nov. 10, 2025

Re: MSB008238 Zero Lake Classification

To whom this may concern:

I am writing this letter in opposition to the classification and potential future development of a shooting range up Zero Lake Road, parcel located on land under the responsibility of the Willow Area Community Organization. (WACO).

The letter of opposition from WACO, approved at the Nov 5, 2025 meeting, reflects all my concerns about this location. This letter is intended to add my name as a remote neighbor who may, unfortunately, be affected by this designation/potential development and to highlight specific issues.

Sound carries out here far further than in other areas of the borough because of all the marshes and lakes with either no or limited vegetative walls to absorb, and limited winds to dilute. I can hear noise with great clarity at greater than ½ mile, even further on cold days. The proposed parcel is roughly 1 to 1 & 1/2 miles away (as the bird flies) from my beautiful home and land. And it is quite likely that I will be able to hear the gunfire should this parcel be developed. Already there is plenty of gunfire around me, all on private property and as best I know, related to target shooting and a gun sighting business. The difference is volume – a gun range would sound like a warzone, as often as every day and all day. Even this far away, my land's serenity is threatened, and my property value could fall.

Second major concern as a remote neighbor, Nancy Creek runs along side my property. With high water levels in this area, the lead discard and contamination there could easily become a toxin that affects my animals and the wildlife that traverses my land.

I'd like to address a statement often made that since a lot of shooting already happens along Zero Lake Road, the borough might as well build a spot for them. And the dumping that happens there. Both may represent code violations and as such should be addressed. Same as above, scale. If you open up a spot for shooters, it will draw even more shooters, expanding the problem not simply enforcing existing laws/codes. Please do have code compliance tackle this eye and ear-sore. The rest of this area of the borough is pretty, well maintained and being developed in a responsible manner. It should be kept that way by borough leaders and their decisions.

Thank you for this opportunity.

Linda Oxley
Physical address: 22601 W. Parks Highway
Mailing address: PO Box 908
Willow, Alaska 99688
907-841-3421
lmoxley@mtaonline.net

Date: 11/13/25

To: Peter Burton

Land Management Specialist

From: Neal Lacy

Property Owner

Subject: Purposed Zero Lake Shooting range

My name is Neal Lacy and I am strongly opposed to an outdoor shooting range within three quarters of a mile from my property for the following reasons.

1. Lead contamination in watershed. There many scholarly studies that prove lead in watersheds kills any kind of aquatic life. In this area there are no salmon streams, however this area of the proposed range is up hill from the wetland south of the Parks highway. This wet land drains into the Little Su river and any lead contamination can have a potentially fatal effect on all aquatic life downstream.
2. Lead in the soils. Shooting ranges by nature create hazardous soil conditions. There are ranges in Alaska that have to cleanup the lead from the soil, this very expensive and has a specific protocols for not making a bigger mess. The State of Alaska operates several outdoor ranges that monitor employee and soil lead concentrations. Is the borough going to pay for upkeep?
3. Noise. Shooting ranges generate undesirable amounts noise. There will be people shooting after hours. How much noise will be created when someone shoots a propane cylinder or Tannerite. This has happened at the Maud rd range.
4. Reduced property values. I would like to know why the borough assembly wants to make my property worth less, just to have a range that pollutes every thing around it and down stream from it. The eventual plan for my property is going to be 4.5 acre residential lots and I don't want children around gunfire. I think we should build a shooting range right next to every assembly members property, they should lead by example.
5. Unsupervised shooting range. Unsupervised ranges seem to breed the worst behavior with people and firearms. As sited before, there will be people shooting things they shouldn't like Tannerite, propane cylinders and maybe a stolen car after hours. There has also been people shot at the Maud road range.
6. Borough maintenance. I have little confidence that the borough will provide any kind of lead monitoring or remediation of soils when contaminated. They might pickup the garbage but anything after that, I don't see happening. I could see cleanup moneys being a budget item that gets cut.
7. Wildlife and Birds. My property has all forms of wildlife and birds on it, I don't want the noise from a shooting range to affect the there habitat.

By: P. Burton
Public Hearing: January 5, 2026
Action:

**MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 25-30**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION RECOMMENDING APPROVAL OF AN ORDINANCE CLASSIFYING A PORTION OF 18N03W09A001 AS RESERVED USE LAND FOR THE PURPOSE OF A SHOOTING RANGE (MSB008238).

WHEREAS, a portion of tax parcel 18N03W09A001, lying north of W. Zero Lake Road is proposed for land classification for purpose of reserving land for a future shooting range site; and

WHEREAS, the attached Best Interest Finding provides information specific to the parcel to include proposed purpose, land classification, map, inter-department and public comments; and

WHEREAS, a Borough inter-departmental review was conducted, along with a 30-day public notice in accordance with Title 23 and Land and Resource Management Policy and Procedures adopted by the Matanuska-Susitna Borough; and

WHEREAS, through land classification, the parcel identified for specific future purpose which cannot be changed without Assembly approval.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby recommends Assembly approval of

land classification for a portion of tax parcel 18N03W09A001, lying north of W. Zero Lake Road as "Reserved Use Lands - Shooting Range" for purpose of future shooting range facility.

ADOPTED by the Matanuska-Susitna Borough Planning Commission this - day of -, 2026.

Richard Allen, Chair

ATTEST:

Lacie Olivieri, Planning Clerk

(SEAL)

YES:

NO:

PUBLIC HEARING LEGISLATIVE

Resolution No. 25-25

A Resolution Of The Matanuska-Susitna Borough Planning Commission Recommending Approval Of An Ordinance Amending MSB 8.55, Special Events, To Repeal The Surety Bond Requirement Standards.

Staff: Alex Strawn, Planning and Land Use Director

(Pages 119-138)

SUBJECT: AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY AMENDING MSB 8.55 SPECIAL EVENTS TO REPEAL THE SURETY BOND REQUIREMENT STANDARDS.

AGENDA OF: November 18, 2025

ASSEMBLY ACTION:

AGENDA ACTION REQUESTED: Refer to Planning Commission for 90 days.

Route To	Signatures
Originator	X Alex Strawson Signed by: Alex 10/15/2025
Department Director	X Alex Strawson Signed by: Alex 10/15/2025
Finance Director	X Cheyenne Heindel Recovered Signature Signed by: Cheyenne Heindel
Borough Attorney	X Nicholas Spiropoulos Expired certificate Signed by: Nicholas Spiropoulos
Borough Manager	X Michael Brown Recovered Signature Signed by: Michael Brown 10/20/2025
Borough Clerk	X Brenda J. Henry for Signed by: Brenda Henry

ATTACHMENT(S): Ordinance Serial No. 25-126 (2 pp)
MSB 8.55 (11 pp)
Planning Commission Resolution No. 25-_____ (____ pp)

SUMMARY STATEMENT: This ordinance is at the request of Assemblymember Fonov.

MSB 8.55 governs the permitting process for special events within the Matanuska-Susitna Borough. As part of the original ordinance adopted in the year 2000, event organizers have been required to provide a financial surety bond as a condition of permit approval. The intent behind the bond requirement was to safeguard the Borough against potential liabilities, damages, or unmet obligations resulting from permitted events.

After a review of historical data and internal procedures, staff

have concluded that the bond requirement has become an unnecessary administrative and financial burden on applicants, particularly for small or community-based events.

Since the ordinance's adoption in 2000, the Borough has never had to invoke or utilize a bond for any special event. This reflects a strong track record of compliance and responsible event management by applicants. However, the continued requirement for a bond may discourage community groups, nonprofits, and small-scale organizers from hosting events due to up-front financial constraints and additional paperwork.

In addition, processing, tracking, and maintaining bond records creates extra work for Borough staff without any demonstrated benefit or reduction of risk. The Borough already employs other regulatory tools, such as site inspections, insurance requirements, and post-event reviews that effectively ensure public safety and accountability without reliance on financial surety bonds.

Repealing the bond requirement is a reasonable and prudent update to the Borough's special event permitting framework. It reflects 25 years of safe and successful event management and supports efforts to make the permitting process more efficient.

Matanuska-Susitna Borough Comprehensive Plan

Goal E-3: Create an attractive environment for business investment.

Policy E3-2: Institute appropriate land use guidelines and regulations that reduce land use conflicts and protect residents and businesses.

Goal LU-1: Protect and enhance the public safety, health, and welfare of Borough residents.

Policy LU1-1: Provide for consistent, compatible, effective, and efficient development within the Borough.

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

CHAPTER 8.55: SPECIAL EVENTS

Section

8.55.010 Definitions

8.55.020 Applicability

8.55.030 Special event permit required

8.55.040 Standards

8.55.050 Application for special event permit

8.55.060 Application information

8.55.070 Designation of the director

8.55.080 Duties and responsibilities of the director

8.55.090 Appeals

8.55.100 Violations, enforcement, and penalties

8.55.110 Temporary noise permit

8.55.010 DEFINITIONS.

(A) For the purpose of this chapter the following definitions shall apply unless the context clearly indicates or requires a different meaning.

(1) "Attendant" means any person physically present at a mass outdoor gathering, including, but not limited to, the performers, the audience, and the staff or workers at the event.

(2) "Director" means the director of the planning and land use department.

(3) "Mass outdoor gathering" means any outdoor event attended by more than 500 people, all or any part of which includes theatrical exhibition, public show, display, entertainment, amusement, or other exhibition including but not limited to musical festivals, rock festivals, or similar gatherings. The term "event" is interchangeable with

- (a) An event which is conducted or sponsored by a governmental unit or agency on publicly owned land, waterbody, or property; or
- (b) An event held entirely within the confines of a fully enclosed or open air permanent structure; or
- (c) An activity for which the borough has issued a conditional use permit under the requirements of MSB Title 17.

(4) "Motorized event" means an event where vehicles powered or propelled by a force other than human or animal muscular power, gravity, or wind, are held for sport, entertainment, display, amusement, or other exhibition.

(5) "Person" means any natural person, partnership, corporation, association, or organization.

(6) "Operator" means any person who organizes, promotes, operates, or conducts a mass outdoor gathering. It does not include individuals or corporations who donate or contribute money, goods, or services to the event.

(7) "Uniformed security personnel" means individuals providing security shall wear clothing which visually designates them as being part of the security force, and which is identical in type and color.

(Ord. 12-061, § 2, 2012; Ord. 00-117(SUB)(AM), § 2 (part), 2000)

8.55.020 APPLICABILITY.

This chapter applies in all areas of the borough outside of the incorporated cities.

(Ord. 00-117(SUB)(AM), § 2 (part), 2000)

8.55.030 SPECIAL EVENT PERMIT REQUIRED.

(A) No person shall operate, sponsor, maintain, conduct, promote, or allow a mass outdoor gathering in the Matanuska-Susitna Borough without first having made application for, and obtained, as hereinafter prescribed, a permit for each mass gathering.

(B) A permit shall not allow the gathering to exceed the number of people stated in the permit. The operator shall not sell, trade, donate, or distribute tickets to, or permit to assemble at the authorized site, more than the maximum permissible number of people.

January 5, 2026

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(C) No operator shall knowingly allow any person to unlawfully consume, sell, or possess intoxicating liquor or to unlawfully use, sell, or possess any narcotics, narcotic drugs, or other controlled substances as defined by state or local laws on the premises during the mass gathering.

(D) This chapter does not apply to lands located east of the range line between Range 8 East and Range 9 East, Seward Meridian, Alaska, to the Matanuska-Susitna Borough boundary, or to the land north of the township line between Township 29 North and Township 30 North, Seward Meridian, Alaska, to the Matanuska-Susitna Borough boundary.

(Ord. 23-042, § 2, 2023; Ord. 00-117(SUB)(AM), § 2 (part), 2000)

8.55.040 STANDARDS.

(A) *Security personnel.* The operator shall employ, at his own expense, such uniformed security personnel as are necessary and sufficient to provide adequate security and protection of attendants, to regulate and limit the number of persons to the level authorized in the permit, and for the preservation of order and protection of property in and around the site of the gathering. Security personnel shall be present during the event at the rate of one security guard for each 150 persons.

(B) *Emergency medical services.* For events located more than 15 road miles from the closest ambulance station, or if the event is anticipated to have more than 1,000 in attendance, the operator shall provide:

- (1) at least one state of Alaska certified emergency medical technician (EMT) per 1,000 planned attendees, and
- (2) in addition to subsection (B)(1) of this section, the operator shall provide at least two Alaska certified EMTs for the participants in any motorized event.

(C) *Potable water.* The operator shall ensure availability of potable water, meeting all state requirements for purity, sufficient in quantity to provide drinking water for the maximum attendants at the rate of at least one gallon per person per day or prorated fraction thereof.

(D) *Sanitation facilities.* The operator shall provide separate and enclosed toilets meeting all state and local specifications sufficient to provide facilities for the maximum number of people to be assembled at the rate of at least one toilet for every 75 persons per day or

(E) *Solid waste disposal.* The operator shall provide for solid waste storage on, and removal from, the premises. The collection of all garbage and refuse shall be in metal containers provided in sufficient quantity to prevent accumulation of garbage and other refuse, and disposed of within 48 hours of the close of the event in a sanitary landfill or transfer station, approved or authorized by the Alaska Department of Environmental Conservation.

(F) *Supervision of premises.* The operator shall designate a person or persons who shall supervise and be in charge of the property. A designated supervisor shall be on the premises at all times while the event is underway. During the event, this on-site individual is to be continuously available to law enforcement, fire, and emergency medical personnel through the use of radios, cellular phone, or beepers provided by the operator.

(G) *Access and traffic control.* The operator shall provide for controlled ingress and egress from the site so as to ensure the orderly flow of traffic to, at, and from the event. Access to the site shall be from a public road or authorized private road. Traffic lanes and other space shall be provided, designated, and kept open for access by ambulance, fire equipment, helicopter, and other emergency equipment.

(H) *Parking.* The operator shall provide an off- street parking area sufficient for the maximum number of attendants' motor vehicles. A rate of one parking space, 10' by 20' in size, with appropriate parking space access aisles, for every four attendants is the minimum required to meet this standard.

(I) *Insurance and surety bond.* The operator shall provide insurance and surety bonds as follows:

(1) Before receiving final approval of a permit the operator shall furnish a certificate of general liability insurance specifically referencing the event with limits not less than \$1,000,000 per

occurrence/\$1,000,000 aggregate, which insurance shall insure liability for bodily injury and property damage. The sponsor shall also include on the certificate of insurance evidence of liquor liability coverage with limits not less than \$1,000,000 per occurrence/\$1,000,000 aggregate (if liquor is present at the event). The certificate of insurance shall include 30 days notice of cancellation to the borough. The borough shall be named on the operator's general liability policy as an additional insured and the operator shall waive their rights of subrogation against the borough. This shall also be included on the certificate. The operator agrees to hold harmless from all claims and defend and indemnify the borough, its agents, officers and employees from all claims,

which arise out of, or in any way are connected with the operator's event. Such [January 5, 2026](#) insurance shall remain in full force and effect in the specified amounts for the duration of the event.

(2) Due to the possibility of damage or expense to the borough arising from the event or the operator's failure to comply with the requirements of the permit, the operator shall furnish a bond, cash, certified check, or equivalent, payable to the borough, conditioned upon the operator's faithful compliance with all of the terms and provisions of this chapter and all applicable provisions of the state or local law, and which shall indemnify the borough, its agents, officers, and employees against any and all loss, injury, or damage whatsoever arising out of, or in any way connected with, the mass gathering; and which shall indemnify the owners of surrounding property for costs attributable to cleaning up or removing debris, trash, or other waste resultant from the mass gathering. The amount of this bond shall be based upon the number of attendants and in accordance with the following table:

Attendees	Bond Amount
501-1000	\$ 25,000
1001-2000	50,000
2001-3000	75,000
3001-4000	100,000
4001-5000+	125,000

(3) *Bonding exemption.* An event operator may request a reduction of bonding requirements, under subsection (I)(2) of this section, up to 75 percent; provided, that:

- (a) the event has been in operation at the same site for at least three consecutive years;
- (b) the same operators have operated the event for at least three consecutive years;
- (c) there have been no claims against any surety bonds over the last three years; and
- (d) the operator has shown evidence of the ability to comply with all other provisions of the ordinance including security and trash removal requirements.
- (e) The planning director will make the determination whether an operator will be exempted when a complete application is submitted by the operator. A decision of

(J) *Fire protection.* The operator shall provide for fire protection, including fire extinguishing devices, fire lanes, and escape routes, to protect the life and health of the people attending the mass gathering.

(K) *Quiet hours.* Between the hours of midnight and 8 a.m. amplified sound shall not carry across property lines beyond the authorized site.

(L) *Authorization to enter.* Representatives of state and local government agencies shall be permitted to inspect the site of the mass gathering at any time for the purpose of ensuring compliance with the provisions of this chapter.

(Ord. 04-095(AM), § 2, 2004; Ord. 00-117(SUB)(AM), § 2 (part), 2000)

8.55.050 APPLICATION FOR SPECIAL EVENT PERMIT.

Application for a special events permit shall be made on forms furnished by the director at least 90 days prior to the first day of advertising for the event and must be accompanied by a fee established by the assembly.

(Ord. 00-117(SUB)(AM), § 2 (part), 2000)

8.55.060 APPLICATION INFORMATION.

(A) In addition to any other information the director may reasonably require from an applicant, each application made shall include at least the following:

(1) the name, residence, and mailing address of the person making the application.

Where the person making the application is a partnership, corporation, or other association, this information shall be provided for all partners, officers, or directors;

(2) a description of the proposed mass outdoor gathering;

(3) the address and legal description of the site at which the mass outdoor gathering is proposed to be conducted. If ownership of the proposed site is not vested in the applicant, there shall be submitted an affidavit from the property owner or authorized agent indicating his consent and acceptance of responsibility for the use of the site for the proposed outdoor mass gathering;

- (4) the date or dates and hours during which the proposed mass outdoor gathering is to be conducted;
- (5) an estimate of the maximum number of attendants expected at the proposed mass outdoor gathering, and the maximum number of tickets to be sold, if any;
- (6) each application shall be accompanied by a site plan and other drawings, diagrams, or narrative describing the methods to be provided for:
 - (a) security and crowd control, including the operator's plans to limit the maximum number of people attending the event; plans for limiting attendance, including methods of entering the area, number, and location of ticket booths and entrances, and provisions for keeping non-ticket holders out of the area;
 - (b) diagram of the signs to be used to direct traffic to and from the site;
 - (c) method of providing potable water, including the source, amount available, and location of water outlets/distribution points if applicable;
 - (d) sanitation facilities, including the number of toilets to be provided, location, and type;
 - (e) vehicle access and off-street parking, including size and location of parking spaces and parking space access aisles;
 - (f) noise control, including types of sound controls and sound amplification, if any, listing the number, location, and size of power amplifiers and speakers to be used during the event, and a description of all necessary precautions to ensure that between the hours of midnight and 8 a.m. amplified sound will not carry across property lines beyond the authorized site;
 - (g) public safety plan, including location of emergency ingress and egress for patrons and others including emergency personnel and vehicles, and a description of the operator's arrangements for communications between internal and external security personnel and patrons; a fire protection plan, approved by a representative of the borough public safety department showing the number, type, and location of all extinguishing devices, and the type and location of signs delineating the fire lanes and emergency exit routes;
 - (h) solid waste disposal, including method of collecting and disposing of solid waste, in compliance with state and local laws, at a daily rate of at least one 55 gallon container for each 50 persons in attendance or prorated fraction thereof;

(i) statement acknowledging that state and local government officials are [January 5, 2026](#) guaranteed free and open access to all areas of the site before, during, and after the event for the purpose of inspection to ensure compliance with the requirements of this ordinance;

(j) no less than 14 working days prior to the event the operator shall provide documentation of:

(i) executed copy of the operator's Alaska Department of Environmental Concerns (ADEC), Food Safety Program, and Temporary Food Service Permit application;

(ii) executed copy of the operator's Alaska Alcohol and Beverage Control Permit application if alcohol is to be served at the event;

(iii) notification of the Alaska State Trooper District Office, Matanuska-Susitna Borough Department of Public Safety, the borough public works department, and other emergency response agencies that may be affected, of the date, time and place of the event by certified mail. Such notice shall contain written authorization for representatives of these agencies to enter the site of the event at any time for the purpose of investigating the conditions specified in the application or ensuring compliance with the provisions of the application or of this chapter and the regulations issued hereunder;

(iv) proof of insurance and surety or indemnity bond as required;

(v) the number of security guards, the names, addresses and phone numbers of the individuals providing security for the event, and their hours of availability.

(Ord. 00-117(SUB)(AM), § 2 (part), 2000)

8.55.070 DESIGNATION OF THE DIRECTOR.

The director shall administer and implement this chapter by granting or denying a special events permit in accordance with its provisions.

(Ord. 00-117(SUB)(AM), § 2 (part), 2000)

8.55.080 DUTIES AND RESPONSIBILITIES OF THE DIRECTOR.

(A) The director shall:

- (1) review all special events permit applications to determine that the requirements of this chapter have been satisfied and issue a decision within 30 calendar days of the receipt of an application;
- (2) review the information submitted to determine that all necessary permits have been obtained from those federal, state, or local government agencies from which prior approval is required;
- (3) maintain for public inspection all records pertaining to the provisions of this chapter;
- (4) maintain the records of all appeal actions.

(Ord. 00-117(SUB)(AM), § 2 (part), 2000)

8.55.090 APPEALS.

- (A) Upon written request an operator aggrieved by a decision of the director made under this chapter or any regulation enforced pursuant to this chapter, including a decision to deny a permit, may appeal to the borough manager to review the director's decision. Such appeal must be in writing and be filed with the manager's office no more than seven days after the director's decision.
- (B) An appeal from the decision of the borough manager may be taken within the time prescribed in the Alaska Rules of Appellate Procedure, Part 6; Rules 601-612, by an operator when it is alleged there is an error in any requirement, decision, or determination made by the manager in the implementation, or enforcement, of this chapter.

(Ord. 00-117(SUB)(AM), § 2 (part), 2000)

8.55.100 VIOLATIONS, ENFORCEMENT, AND PENALTIES.

- (A) Every act or condition prohibited by this chapter is unlawful and is a violation of borough code.
- (B) Failure to obtain the required special events permit is a violation of MSB 8.55.030, and is a minor infraction.
- (C) *[Repealed by Ord. 17-103, § 8, 2017]*
- (D) The remedies provided in this section are not exclusive, but are cumulative of all other remedies available at law or in equity.

8.55.110 TEMPORARY NOISE PERMIT.

- (A) A temporary noise permit may be approved by the director.
- (B) A temporary noise permit may be granted once per calendar year per location for a maximum of four days, up to eight hours a day.
- (C) Applications for a temporary noise permit shall be made on forms provided by the borough. The applicant for a temporary noise permit shall submit the application to the department 60 days prior to the commencement of the activity for which the permit is requested.
- (D) The director may reject any application which is incomplete. The rejection shall be in writing and shall state the deficient items. Once the deficiencies have been corrected, the complete application will be processed.
- (E) Upon receipt of a complete application, the director will notify the public as follows:
 - (1) Publication shall be in a newspaper of general circulation in the borough 15 days prior to the decision date of the temporary noise permit application.
 - (2) Notice shall be mailed, at least 15 days prior to the decision date of the temporary noise permit application, to all owners of property within a distance of one-half mile of the exterior boundary of the property that is the subject of the application.
 - (3) When the property that is the subject of the application lies within the boundaries of a community council recognized by the assembly, notice shall be mailed to the community council at least 15 days prior to the decision date of the temporary noise permit application.
 - (4) Public notice shall state the following information:
 - (a) date, time and location of the event requiring the temporary noise permit;
 - (b) brief description of the application;
 - (c) description of the property that is the subject of the application and a vicinity map of that land; and
 - (d) identification of the planning department's telephone number.

(5) Prior to the granting of the temporary noise permit, the applicant shall pay the cost of all mailings or advertisements required by ordinance specific to that action. January 3, 2026
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(F) Factors to be considered by the director for granting a temporary noise permit shall include, but not be limited to, the following:

- (1) conformance with the intent of this chapter;
- (2) uses of property and existence of sensitive receptors within the area affected by sound;
- (3) the effect to the applicant and to the community;
- (4) the time of the day the activity for which the permit is requested will occur; and
- (5) the general public interest, welfare and safety.

(G) Within 30 days of receipt of the application, the director shall either approve or conditionally approve the application in whole or in part, or deny the application.

(H) In the event the permit is approved, reasonable conditions may be imposed to address concerns raised by neighboring property owners, and as deemed appropriate by the director, to protect the public health, safety, and general welfare, and may include restrictions on sound level, sound duration and operating hours, an approved method of achieving compliance, and a time schedule for its implementation.

(I) Where the director has approved a temporary noise permit and complaints are received related to the activity for which the permit was granted, the director has the authority to take action necessary to reduce the sound impacts including modification or revocation of the permit.

(Ord. 08-070, § 3, 2008)

CODE ORDINANCE

Sponsored by:
Introduced:
Public Hearing:
Action:

**MATANUSKA-SUSITNA BOROUGH
ORDINANCE SERIAL NO. 25-126**

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY AMENDING MSB 8.55 SPECIAL EVENTS TO REPEAL THE SURETY BOND REQUIREMENT STANDARDS.

BE IT ENACTED:

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

Section 2. Amendment of subsection. MSB 8.55.040(I) is hereby amended as follows:

(I) Insurance [AND SURETY BOND]. The operator shall provide insurance [AND SURETY BONDS] as follows:

(1) Before receiving final approval of a permit the operator shall furnish a certificate of general liability insurance specifically referencing the event with limits not less than \$1,000,000 per occurrence/\$1,000,000 aggregate, which insurance shall insure liability for bodily injury and property damage.

The sponsor shall also include on the certificate of insurance evidence of liquor liability coverage with limits not less than \$1,000,000 per occurrence/\$1,000,000 aggregate (if liquor is present at the event). The certificate of insurance shall include

30 days notice of cancellation to the borough. The borough shall be named on the operator's general liability policy as an additional insured and the operator shall waive their rights of subrogation against the borough. This shall also be included on the certificate. The operator agrees to hold harmless from all claims and defend and indemnify the borough, its agents, officers and employees from all claims, which arise out of, or in any way are connected with the operator's event. Such insurance shall remain in full force and effect in the specified amounts for the duration of the event.

[(2) DUE TO THE POSSIBILITY OF DAMAGE OR EXPENSE TO THE BOROUGH ARISING FROM THE EVENT OR THE OPERATOR'S FAILURE TO COMPLY WITH THE REQUIREMENTS OF THE PERMIT, THE OPERATOR SHALL FURNISH A BOND, CASH, CERTIFIED CHECK, OR EQUIVALENT, PAYABLE TO THE BOROUGH, CONDITIONED UPON THE OPERATOR'S FAITHFUL COMPLIANCE WITH ALL OF THE TERMS AND PROVISIONS OF THIS CHAPTER AND ALL APPLICABLE PROVISIONS OF THE STATE OR LOCAL LAW, AND WHICH SHALL INDEMNIFY THE BOROUGH, ITS AGENTS, OFFICERS, AND EMPLOYEES AGAINST ANY AND ALL LOSS, INJURY, OR DAMAGE WHATSOEVER ARISING OUT OF, OR IN ANY WAY CONNECTED WITH, THE MASS GATHERING; AND WHICH SHALL INDEMNIFY THE OWNERS

OF SURROUNDING PROPERTY FOR COSTS ATTRIBUTABLE TO CLEANING UP OR REMOVING DEBRIS, TRASH, OR OTHER WASTE RESULTANT FROM THE MASS GATHERING. THE AMOUNT OF THIS BOND SHALL BE BASED UPON THE NUMBER OF ATTENDANTS AND IN ACCORDANCE WITH THE FOLLOWING TABLE:

ATTENDEES	BOND AMOUNT
501-1000	\$ 25,000
1001-2000	50,000
2001-3000	75,000
3001-4000	100,000
4001-5000+	125,000

(3) BONDING EXEMPTION. AN EVENT OPERATOR MAY REQUEST A REDUCTION OF BONDING REQUIREMENTS, UNDER SUBSECTION (I)(2) OF THIS SECTION, UP TO 75 PERCENT; PROVIDED, THAT:

(A) THE EVENT HAS BEEN IN OPERATION AT THE SAME SITE FOR AT LEAST THREE CONSECUTIVE YEARS;

(B) THE SAME OPERATORS HAVE OPERATED THE EVENT FOR AT LEAST THREE CONSECUTIVE YEARS;

(C) THERE HAVE BEEN NO CLAIMS AGAINST ANY SURETY BONDS OVER THE LAST THREE YEARS; AND

(D) THE OPERATOR HAS SHOWN EVIDENCE OF THE ABILITY TO COMPLY WITH ALL OTHER PROVISIONS OF THE ORDINANCE INCLUDING SECURITY AND TRASH REMOVAL REQUIREMENTS.

(E) THE PLANNING DIRECTOR WILL MAKE THE DETERMINATION WHETHER AN OPERATOR WILL BE EXEMPTED WHEN A COMPLETE APPLICATION IS SUBMITTED BY THE OPERATOR. A DECISION OF THE DIRECTOR CAN BE APPEALED BY THE APPLICANT TO THE MANAGER. THE DECISION OF THE MANAGER SHALL BE FINAL.]

Section 3. Amendment of subdivision. MSB
8.55.060(A)(6)(j)(iv) is hereby amended as follows:

(iv) proof of insurance [AND SURETY OR INDEMNITY BOND] as required;

Section 4. Effective date. This ordinance shall take effect upon adoption.

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2025.

EDNA DeVRIES, Borough Mayor

ATTEST:

LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

By: A. Strawn
Introduced:
Public Hearing:
Action:

MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 25-25

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION RECOMMENDING APPROVAL OF AN ORDINANCE AMENDING MSB 8.55 SPECIAL EVENTS TO REPEAL THE SURETY BOND REQUIREMENT STANDARDS.

WHEREAS, Assembly Ordinance 25-126 repeals the surety bond requirement when obtaining a Special Events Permit in accordance with MSB 8.55 Special Events; and

WHEREAS, the intent behind the bond requirement was to safeguard the Borough against potential liabilities, damages, or unmet obligations resulting from permitted events; and

WHEREAS, since the ordinance's adoption in 2000, the Borough has never had to invoke or utilize a bond for any special event; and

WHEREAS, the bond requirement creates extra work for Borough staff without any demonstrated benefit or reduction of risk; and

WHEREAS, the Borough employs other regulatory tools, such as site inspections, insurance requirements, and post-event reviews that effectively ensure public safety and accountability without reliance on financial surety bonds; and

WHEREAS, repealing the bond requirement is a reasonable and prudent update to the Borough's special event permitting framework and supports efforts to make the permitting process more efficient

WHEREAS, the Assembly Ordinance 25-126 supports the goals and objectives of the Matanuska-Susitna Borough Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby recommends approval of Assembly Ordinance 25-126.

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ADOPTED by the Matanuska-Susitna Borough Planning Commission
on this __ day of _____, 2025.

RICHARD ALLEN, Chair

ATTEST

LACIE OLIVIERI, Planning Clerk

(SEAL)

YES:

NO:

PUBLIC HEARING LEGISLATIVE

Resolution No. 25-26

A Resolution Of The Matanuska-Susitna Borough Planning Commission Recommending Approval Of An Ordinance Amending MSB 17.67, Tall Structures Including Telecommunication Facilities, Wind Energy Conversion Systems, And Other Tall Structures; To Reduce The Minimum Setback Requirements For New Telecommunications Towers.

Staff: Alex Strawn, Planning and Land Use Director

(Pages 139-161)

SUBJECT: AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY AMENDING MSB 17.67 TO REDUCE THE MINIMUM SETBACK REQUIREMENTS FOR NEW TELECOMMUNICATIONS TOWERS.

AGENDA OF: November 18, 2025

ASSEMBLY ACTION:

AGENDA ACTION REQUESTED: Refer to Planning Commission for 90 days.

Route To	Signatures
Originator	X Alex Strawson Signed by: Alex 10/15/2025
Department Director	X Alex Strawson Signed by: Alex 10/15/2025
Finance Director	X Cheyenne Heindel Recoverable Signature Signed by: Cheyenne Heindel 10/20/2025
Borough Attorney	X Nicholas Spiropoulos Expired certificate Signed by: Nicholas Spiropoulos 10/20/2025
Borough Manager	X Michael Brown Signed by: Michael Brown 10/20/2025
Borough Clerk	X Brenda J. Henry for Signed by: Brenda Henry 10/20/2025

ATTACHMENT(S): Ordinance Serial No. 25-127 (4 pp)
MSB 17.67 (15 pp)
Planning Commission Resolution 25-____ (____ pp)

SUMMARY STATEMENT: This ordinance is at the request of Assemblymember Fonov.

The proposed ordinance would amend the Matanuska-Susitna Borough Code to allow for reduced setback requirements for new telecommunications towers under specific conditions. Currently, towers must be set back from property lines a distance equal to the height of the tower. The proposed change will permit the setback to be reduced if the tower incorporates an engineered collapse system, such as, a frangible design or breakpoint technology that limits the fall zone. In such cases, the applicant would need to submit a certified statement from a registered

engineer or architect identifying the projected fall zone and the height at which the structure is designed to break. The applicant must show there are no habitable structures within that fall zone on neighboring properties, and the minimum setback cannot be less than 25 feet.

Additionally, the ordinance would add two new definitions to the Borough Code: "frangible design," which refers to a structure designed to fail in a controlled manner, and "fall zone," which is the area where tower components could land in the event of a collapse. These changes aim to modernize tower siting regulations while maintaining safety standards.

The proposed ordinance is consistent with the MSB comprehensive plan.

Matanuska-Susitna Borough Comprehensive Plan

Goal E-3: Create an attractive environment for business investment.

Policy E3-2: Institute appropriate land use guidelines and regulations that reduce land use conflicts and protect residents and businesses.

Goal LU-1: Protect and enhance the public safety, health, and welfare of Borough residents.

Policy LU1-1: Provide for consistent, compatible, effective, and efficient development within the Borough.

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

CHAPTER 17.67: TALL STRUCTURES INCLUDING TELECOMMUNICATION FACILITIES, WIND ENERGY CONVERSION SYSTEMS, AND OTHER TALL STRUCTURES

Section

17.67.010 Purpose and intent

17.67.020 Applicability

17.67.030 Exemptions

17.67.040 Types of permits available

17.67.050 Pre-application requirements for new tall structures that require a conditional use permit

17.67.060 General permit process for administrative and conditional use permits

17.67.070 General application requirements for administrative and conditional use permits

17.67.080 Standards for approval of new tall structures

17.67.090 Operation standards for new tall structures

17.67.100 Additional operation standards for wind energy conversion systems

17.67.110 Network improvement permit

17.67.120 Reconstruction and replacement

17.67.130 Abandonment

17.67.140 Transfer of a conditional use permit

17.67.200 Nonconforming uses

17.67.300 Violations, enforcement, and penalties

17.67.400 Appeal procedure

17.67.010 PURPOSE AND INTENT.

(A) The purpose of this chapter is to establish regulations for the siting of telecommunication facilities, wind energy conversion systems (WECS), and other tall structures.

(B) It is the intent of the borough to enable the orderly build-out of wireless telecommunication infrastructure, WECS, and other tall structures while promoting the health, safety, and general welfare of the public by:

- (1) facilitating the organized deployment of wireless telecommunication networks;
- (2) minimizing the overall number of future towers within the borough by encouraging the collocation of telecommunication equipment on existing and future structures;
- (3) encouraging potential applicants for new tall structures to involve citizens early in the process so that concerns can be mitigated prior to application for permits;
- (4) requiring consideration of and compatibility with the goals and objectives of the borough-wide comprehensive plan and other applicable regulations;
- (5) minimizing potential hazards associated with tall structures; and
- (6) encouraging the placement of tall structures in a manner that minimizes the negative effects on the visual and scenic resources of all surrounding properties.

(Ord. 15-016, § 2 (part), 2015)

17.67.020 APPLICABILITY.

(A) This chapter applies to all private and public lands in the borough except within the incorporated city limits of Houston, Palmer, and Wasilla.

(B) The requirements of this chapter shall supersede requirements of special land use districts within the borough as they pertain to telecommunications towers, except that special land use districts may provide additional regulations for:

- (1) a reduced height at which a permit is required under this chapter;
- (2) vegetative screening and other camouflage techniques;
- (3) the color of tall structures;

- (4) tower type (monopole, lattice, guyed);
- (5) lighting requirements that are not in conflict with requirements of the Federal Aviation Administration; and
- (6) increased setbacks.

(C) This chapter shall apply to all tall structures taller than 85 feet including but not limited to:

- (1) broadcast facilities;
- (2) telecommunication towers;
- (3) wind energy conversion systems; and
- (4) tall structures as defined by MSB 17.125.

(D) Permits are required prior to construction of all new tall structures except as allowed by MSB 17.67.120, Reconstruction and replacement.

(E) Permits under this chapter shall not be approved unless the applicant has provided evidence demonstrating that the proposal conforms to the applicable provisions of this chapter.

(Ord. 15-016, § 2 (part), 2015)

17.67.030 EXEMPTIONS.

(A) The following items are exempt from the provisions of this chapter:

- (1) church spires, religious icons, and flagpoles displaying official government or religious flags;
- (2) temporary tall structures, including but not limited to construction cranes which are utilized on active construction projects or other temporary tall structures that are on site less than 30 calendar days total within a consecutive 12-month period and are not intended to routinely reoccur on the same site;
- (3) temporary telecommunication facilities, upon the declaration of a state of emergency by federal, state, or local government. Such facilities must comply with all federal and state requirements. Temporary telecommunication facilities may be exempt from the provisions of this chapter up to 12 months after the duration of the state of

emergency. An additional extension, no longer than 12 months, may be granted by the director upon written request and determination that the telecommunication facilities continue to be necessary for post-emergency operations;

- (4) temporary telecommunication facilities constructed for the purposes of providing coverage of a special event such as news coverage or sporting event, except that such facilities must comply with all federal and state requirements. Said telecommunication facilities are exempt from the provisions of this chapter up to 15 calendar days prior to the event and an additional 15 calendar days after the duration of the special event;
- (5) essential service utilities as defined by MSB 17.05;
- (6) tall structures within the boundaries of industrial districts designated by borough code;
- (7) lighting support structures less than 185 feet in height that are constructed for the Alaska Department of Transportation, are located within a right-of-way, and are used exclusively for illuminating major arterials and highways;
- (8) licensed amateur (ham) radio towers, except that modification or use of such towers for commercial use shall require a conditional use permit in accordance with this chapter;
- (9) addition, removal or reorientation of transmission equipment; and
- (10) routine maintenance and repair of tall structures and their components.

(Ord. 21-085, § 2, 2021; Ord. 15-016, § 2 (part), 2015)

17.67.040 TYPES OF PERMITS AVAILABLE.

(A) There are three types of permits available for tall structures:

- (1) Administrative permit: new tall structures that are greater than 85 feet but less than or equal to 125 feet. The applicant may request that the decision on an administrative permit be made by the planning commission. The request shall be in writing at the time of application and all requirements for a conditional use permit shall be followed.
- (2) Conditional use permit: new tall structures greater than 125 feet; or tall structures that exceed the height threshold at which a conditional use permit within a special land use district is required.

(3) Network improvement permit: allows legally constructed telecommunication towers to be increased in height in accordance with MSB 17.67.110.

(Ord. 15-016, § 2 (part), 2015)

17.67.050 PRE-APPLICATION REQUIREMENTS FOR NEW TALL STRUCTURES THAT REQUIRE A CONDITIONAL USE PERMIT.

(A) Prior to applying for a conditional use permit for a new tall structure, the potential applicant shall hold at least one community meeting:

- (1) The meeting shall be held at the nearest facility where community council meetings are regularly scheduled. If the facility is not available, the nearest available public facility that is capable of seating a minimum of 20 people shall be utilized;
- (2) The meeting shall be held at least 15 calendar days after mailing of the notification;
- (3) The meeting shall not start prior to 5 p.m. and no later than 7 p.m.;
- (4) Notification of the meeting shall, at a minimum, include the following:
 - (a) legal description and map of the general parcel, or parcels, within the coverage area under consideration for the telecommunication facility;
 - (b) description of the proposed development including height, design, lighting, potential access to the site, and proposed service;
 - (c) date, time, and location of informational meeting;
 - (d) contact name, telephone number, and address of applicant; and
 - (e) comment form created by the borough that has a comment submittal deadline and provides options for submitting comments.
- (5) At a minimum, the notification area for the meeting shall include the following:
 - (a) property owners within one-half mile of the parcels under consideration for the proposed tall structure; and
 - (b) the nearest community council and any community council whose boundary is within 1,200 feet of the parcels under consideration for the tall structure.

(B) A written report summarizing the results of the community meeting shall be prepared January 5, 2026 that includes the following information:

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- (1) dates and locations of all meetings where citizens were invited to discuss the potential applicant's proposal;
- (2) content, dates mailed, and numbers of mailings, including letters, meeting notices, newsletters, and other publications;
- (3) sign-in sheet(s) used at the meeting, that includes places for names, addresses, phone numbers, and other contact information such as email addresses;
- (4) a list of residents, property owners, and interested parties who have requested in writing that they be kept informed of the proposed development through notices, newsletters, or other written materials;
- (5) the number of people who attended meetings;
- (6) copies of written comments received at the meeting;
- (7) a certificate of mailing identifying all who were notified of the meeting; and
- (8) a written summary that addresses the following:
 - (a) the substance of the public's written concerns, issues, and problems;
 - (b) how the applicant has addressed, or intends to address, concerns, issues, and problems expressed during the process; and
 - (c) concerns, issues, and problems the applicant has not addressed or does not intend to address and why.

(Ord. 15-016, § 2 (part), 2015)

17.67.060 GENERAL PERMIT PROCESS FOR ADMINISTRATIVE AND CONDITIONAL USE PERMITS.

(A) Incomplete Applications. For all permits under this chapter, the director may reject any application that fails to meet the requirements of this chapter. The rejection shall be issued, in writing, within 15 calendar days of receipt of an application under this chapter and shall state the deficient items.

- (a) The notification area will be one-half mile;
- (b) If applicable, the notification shall include all individuals who were notified of or submitted comments at the community meeting required by MSB 17.67.050.

(B) Determination. In granting or denying a permit for a new tall structure, written findings of fact and determinations of law shall be issued and shall include conditions as deemed appropriate to protect the public health, safety or general welfare.

(C) Conditions of Approval. Conditions set by the commission for a conditional use permit or by the director for administrative permits may include but are not limited to the following:

- (1) height limitations;
- (2) increased height or structural capacity of a proposed tower to accommodate future collocation;
- (3) mitigation of drainage concerns;
- (4) tower type (monopole, lattice, guyed);
- (5) color;
- (6) landscaping;
- (7) parking;
- (8) screening;
- (9) signage;
- (10) lighting to be installed and maintained in accordance with Federal Aviation Administration AC 70/7460-1; or
- (11) setbacks greater than that required by MSB 17.55.

(D) Process Time Frame. For conditional use permits reviewed by the commission:

- (1) A public hearing shall be held by the commission within 60 calendar days of receipt of a complete application;

(E) For an administrative permit reviewed by the director, a decision granting or denying the permit shall be made within 60 calendar days of receipt of a complete application.

(Ord. 15-016, § 2 (part), 2015)

17.67.070 GENERAL APPLICATION REQUIREMENTS FOR ADMINISTRATIVE AND CONDITIONAL USE PERMITS.

(A) An application for a conditional use or administrative permit to construct a new tall structure may be initiated by a property owner or the owner's authorized agent and shall include:

- (1) completed application form provided by the department and signed by the property owner or authorized agent;
- (2) design drawings for the proposed tall structure, drawn to scale, and certified by a registered engineer or architect;
- (3) fee in the amount designated in MSB 17.99;
- (4) citizen participation report in accordance with MSB 17.67.050(B);
- (5) a certified site plan;
- (6) copy of a determination of no hazard to air navigation from the Federal Aviation Administration; and
- (7) if breakpoint technology is intended to be utilized, a written statement specifying the height at which the engineered structural weakness will be located.

(Ord. 15-016, § 2 (part), 2015)

17.67.080 STANDARDS FOR APPROVAL OF NEW TALL STRUCTURES.

(A) A permit for a new tall structure may only be approved if it meets the requirements of this section in addition to any other applicable standards required by this chapter.

(B) In granting or denying a permit, the commission or director shall make findings on whether the applicant has demonstrated that:

(1) To the extent that is technically feasible and potentially available, the location of the tall structure is such that its negative effects on the visual and scenic resources of all surrounding properties have been minimized;

(2) Visibility of the tall structure from public parks, trails recognized within adopted borough plans, and water bodies has been minimized to the extent that is technically feasible and potentially available;

(3) The tall structure will not interfere with the approaches to any existing airport or airfield that are identified in the borough's regional aviation system plan or by the Alaska State Aviation System Plan; and

(4) Granting the permit will not be harmful to the public health, safety, convenience, and welfare.

(Ord. 15-016, § 2 (part), 2015)

17.67.090 OPERATION STANDARDS FOR NEW TALL STRUCTURES.

(A) The following setback requirements shall apply to all new telecommunications towers regulated under this chapter:

(1) The equipment compound shall meet minimum setback distances from all property lines in accordance with MSB 17.55.

(2) Minimum setback for the tower base shall be a distance equal to the height of the tower.

(a) The commission, or director if it is an administrative permit, may reduce the setback to a distance less than the height of the tower, if the applicant demonstrates there is no risk to public health, safety, or welfare of adjacent property owners.

(3) Setbacks shall be determined from the dimensions of the entire lot, even though the tower may be located on lease areas within the lot.

(B) For all tall structures regulated under this chapter, adequate vehicle parking shall be provided on the subject property, outside of public use easements and rights-of-way, to enable emergency vehicle access.

(1) No more than two spaces per provider shall be required.

(C) The following requirements apply to all new and existing telecommunication towers and wind energy conversion systems regulated under this chapter:

- (1) The following signage shall be visibly posted at the equipment compound:
 - (a) informational signs for the purpose of identifying the tower such as the antenna structure registration number required by the Federal Communications Commission, as well as the party responsible for the operation and maintenance of the facility;
 - (b) If more than 220 volts are necessary for the operation of the facility, warning signs shall be located at the base of the facility and shall display in large, bold, high contrast letters the following: "HIGH VOLTAGE – DANGER"; and
 - (c) a 24-hour emergency contact number.
- (2) A fence or wall not less than six feet in height with a secured gate shall be maintained around the base of the tower.

(Ord. 15-016, § 2 (part), 2015)

17.67.100 ADDITIONAL OPERATION STANDARDS FOR WIND ENERGY CONVERSION SYSTEMS.

(A) In addition to the operation standards for new tall structures required by MSB 17.67.090, the following standards shall apply to wind energy conversion systems (WECS):

- (1) WECS shall be equipped with an automatic overspeed control device designed to protect the system from sustaining structural failure such as splintered or thrown blades and the overturning or breaking of towers due to an uncontrolled condition brought on by high winds; and
- (2) WECS shall have a manually operable method that assures the WECS can be brought to a safe condition in high winds. Acceptable methods include mechanical or hydraulic brakes or tailvane deflection systems which turn the rotor out of the wind.

(Ord. 15-016, § 2 (part), 2015)

17.67.110 NETWORK IMPROVEMENT PERMIT.

(A) A network improvement permit allows legally constructed telecommunication towers to be replaced or modified in a manner that increases the overall height of the existing tower in

accordance with this section.

(B) A network improvement permit does not require notification to surrounding property owners.

(C) The base of a replacement tower may be located no farther than 50 feet from the base of the original tower. The original tower shall be removed within 90 calendar days upon completion of construction of the replacement tower.

(D) More than one network improvement permit may be obtained. However, the cumulative increase in overall height may not exceed the following:

(1) up to 20 feet for telecommunications towers that are located outside of special land use districts. If the existing tower exceeds 200 feet, it can be increased by up to 10 percent of the height of the existing tower;

(2) Within a special land use district, height increase under this section is limited to a cumulative increase of 10 percent of the existing facility unless the applicant demonstrates that the additional height, not to exceed 20 feet, is necessary for installation of one additional antenna array.

(E) Application for a network improvement permit shall include the following:

(1) application form signed by the property owner or authorized agent;

(2) a description of the proposed modifications to the telecommunication tower, including a description of the height, type, and lighting of the new or modified structure and the existing structure;

(3) a certified site plan for purposes of setback verification; and

(4) design drawings for the proposed modified or new structure, drawn to scale, and certified by a registered engineer or architect.

(F) In granting a network improvement permit, the director shall make the following findings:

(1) that the proposed development conforms to setback requirements of MSB 17.55;

(2) that the telecommunication tower being extended was lawfully constructed at the time of application for a network improvement permit; and

(3) that the proposed modification does not violate permit conditions of any valid permits that have been issued to the existing facility; provided, that the condition being

(G) A network improvement permit shall be approved within 60 calendar days from the time of application if it meets the requirements of this section.

(H) Telecommunication towers granted a permit under this section shall conform with the operation standards described by MSB 17.67.090(C).

(I) Replacement or modification of a telecommunication tower that is in accordance with this section is not subject to application or pre-application requirements required for a new tower under this chapter.

(Ord. 15-016, § 2 (part), 2015)

17.67.120 RECONSTRUCTION AND REPLACEMENT.

(A) This section only applies to structures that are legally permitted or have obtained pre-existing legal nonconforming status.

(B) The property owner shall be responsible for all aspects of the operation, improvements, development, and maintenance of the site in compliance with the terms and conditions of the permit and all applicable local, state, and federal requirements.

(C) Tall structures may be replaced or reconstructed in order to improve the structural integrity of the tall structure or in the case of accidental damage or collapse.

(1) Reconstruction or replacement shall not:

(a) increase lighting;

(b) change the type of lighting;

(c) change the tower type;

(d) change the location of the tall structure; or

(e) increase the height of a tall structure.

(2) In the case of accidental damage or collapse, if reconstruction or replacement has not commenced within one year of the date of the damage, the structure is considered to be abandoned and is subject to MSB 17.67.130, Abandonment.

(3) Reconstruction or replacement shall conform with requirements or conditions of a previously granted permit or pre-existing legal nonconforming determination.

(Ord. 15-016, § 2 (part), 2015)

17.67.130 ABANDONMENT.

(A) Any tower that is not operated for a continuous 12-month period shall be considered abandoned. In such circumstances, the following shall apply:

- (1) Tall structures shall be removed within 90 calendar days of abandonment at the owner's expense.
- (2) An applicant wishing to extend the time for removal or to initiate reactivation shall submit a letter to the department stating the reason for such extension. The director may extend the time for removal or reactivation up to 90 additional calendar days upon a showing of good cause.

(Ord. 15-016, § 2 (part), 2015)

17.67.140 TRANSFER OF A CONDITIONAL USE PERMIT.

Except as otherwise specified by code, or conditions placed by the commission or director, the privileges and requirements of a permit issued under this chapter shall run with the land.

(Ord. 15-016, § 2 (part), 2015)

17.67.200 NONCONFORMING USES.

(A) Within the borough there may be tall structures which have commenced construction or are in existence as of the effective date of this chapter. Such structures which were lawful before the effective date of this chapter, but which would otherwise be prohibited, regulated or restricted under this chapter, are allowed to continue but shall not be increased in height except as provided in this chapter.

- (1) Structures which have commenced construction as of the date of adoption of this chapter are allowed to be constructed. The height of the structures one year after the date of adoption of this chapter shall be considered the final height of the structure. Such structures may only be expanded in accordance with a permit under this chapter.

- (2) Existing or proposed structures which have been granted a conditional use permit under MSB 17.60 are considered to have pre-existing legal nonconforming status and are allowed to continue in accordance with the requirements of the permit but shall not be increased in height except as provided in this chapter.
- (3) Structures which are existing as of the date of adoption of this chapter are eligible for pre-existing legal nonconforming status under this chapter.
- (4) All telecommunications towers greater than 85 feet shall comply with operations standards required by MSB 17.67.090(C).

(B) Nonconforming tall structures which have commenced construction or are in existence as of the date of this chapter are eligible for pre-existing legal nonconforming status upon submittal of the following:

- (1) name, title, and contact numbers of the landowner, applicant, and persons in charge of the operation;
- (2) height of structure;
- (3) legal description and borough tax account number of the subject parcel;
- (4) a certified site plan;
- (5) documentation of all signage within the equipment compound;
- (6) documentation demonstrating that the structure was in existence or had commenced construction prior to the date of adoption of this chapter; and
- (7) a nonrefundable fee as prescribed under MSB 17.99.

(C) Within 15 calendar days of submittal, the director shall issue a determination of incompleteness if the application fails to meet the requirements of this chapter. Rejection of the application for pre-existing legal nonconforming status shall be in writing and shall state the deficient items. Once the deficiencies are corrected, the application shall be accepted as complete.

(D) Pre-existing legal nonconforming status will be determined based on the following:

- (1) whether the applicant has demonstrated that the development was constructed legally under the applicable code provisions at the time, if any;
- (2) whether the development meets standards in MSB 17.67.090(C).

17.67.300 VIOLATIONS, ENFORCEMENT, AND PENALTIES.

- (A) Remedies, enforcement actions, and penalties shall be consistent with the terms and provisions of MSB 1.45.
- (B) In addition to other applicable penalties, failure to correct the violation of code, after reasonable notice, may result in revocation of the permit.
- (C) Complaints received by the borough of violations of state or federal law will be forwarded to the appropriate agency for enforcement.
- (D) Authorized representatives of the borough shall be allowed to inspect the site and related records at reasonable times for the purpose of monitoring compliance with all permit conditions.
- (E) The permittee shall assist and cooperate with authorized inspections upon reasonable notice from the borough.

(Ord. 15-016, § 2 (part), 2015)

17.67.400 APPEAL PROCEDURE.

The provisions of MSB 15.39 govern appeals from a decision of the commission or the director, except for appeals from decisions on a network improvement permit. Decisions on a network improvement permit shall be appealed to a court of competent jurisdiction.

(Ord. 15-016, § 2 (part), 2015)

CODE ORDINANCE

Sponsored by:
Introduced:
Public Hearing:
Action:

**MATANUSKA-SUSITNA BOROUGH
ORDINANCE SERIAL NO. 25-127**

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY AMENDING MSB 17.67 TO REDUCE THE MINIMUM SETBACK REQUIREMENTS FOR NEW TELECOMMUNICATIONS TOWERS.

BE IT ENACTED:

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

Section 2. Amendment of subsection. MSB 17.67.070 (A) is hereby amended to read as follows:

(A) An application for a conditional use or administrative permit to construct a new tall structure may be initiated by a property owner or the owner's authorized agent and shall include:

(1) completed application form provided by the department and signed by the property owner or authorized agent;

(2) design drawings for the proposed tall structure, drawn to scale, and certified by a registered engineer or architect;

(3) fee in the amount designated in MSB 17.99;

(4) citizen participation report in accordance with MSB 17.67.050 (B);

(5) a certified site plan;

(6) copy of a determination of no hazard to air navigation from the Federal Aviation Administration; and

(7) if breakpoint technology is **proposed** (INTENDED TO BE UTILIZED], a written statement, **certified by a registered professional engineer or architect,** specifying **the projected fall zone and** the height at which the engineered structural weakness will be located.

Section 3. Amendment of subsection. MSB 17.67.090(A) is hereby amended to read as follows:

(A) The following setback requirements shall apply to all new telecommunications towers regulated under this chapter:

(1) The equipment compound shall meet minimum setback distances from all property lines in accordance with MSB 17.55.

(2) Minimum setback for the tower base shall be a distance equal to the height of the tower **or to the extent of the projected fall zone, if the structure incorporates a frangible design or equivalent engineered collapse mitigation system.**

(a) The commission, or director if it is an administrative permit, may reduce the setback to a

distance less than the height of the tower, if the applicant demonstrates there is no risk to public health, safety, or welfare of adjacent property owners.

(i) At a minimum, the applicant must show there are no habitable structures on adjacent properties within the projected fall zone.

(b) The setback distance shall not be reduced to less than 25 feet.

(3) Setbacks shall be determined from the dimensions of the entire lot, even though the tower may be located on lease areas within the lot.

Section 4. Amendment of section. MSB 17.125.010 is hereby amended by adding two definitions:

17.125.010 DEFINITIONS.

• "Frangible design" means structural design incorporating elements that are intended to break, detach, or yield in a predictable manner under excessive load or impact, thereby limiting damage to the primary structure and reducing the collapse footprint.
"Frangible design" shall be considered synonymous with "breakpoint technology."

• "Fall zone" means the area around a telecommunications tower or other tall structure within which the structure or its components are expected to fall in the event of

structural failure.

Section 5. Effective date. This ordinance shall take effect upon adoption.

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2025.

EDNA DeVRIES, Borough Mayor

ATTEST:

LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

By: A. Strawn
Introduced:
Public Hearing:
Action:

MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 25-26

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION RECOMMENDING APPROVAL OF AN ORDINANCE AMENDING MSB 17.67 TO REDUCE THE MINIMUM SETBACK REQUIREMENTS FOR NEW TELECOMMUNICATIONS TOWERS.

WHEREAS, Assembly Ordinance 25-127 amends MSB 17.67 to allow for reduced setback requirements for new telecommunications towers; and

WHEREAS, the proposed change will permit the setback to be reduced if the tower incorporates an engineered collapse system, such as, a frangible design or breakpoint technology that limits the fall zone; and

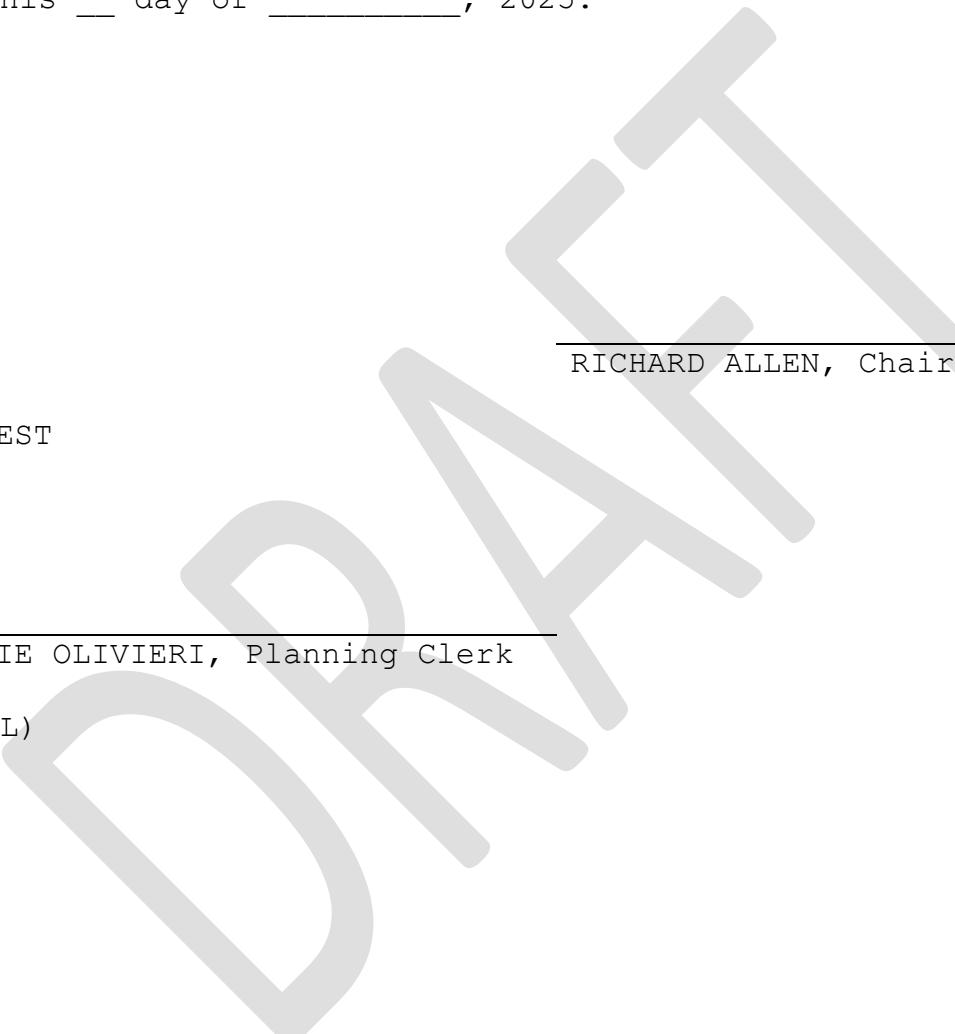
WHEREAS, the applicant must show there are no habitable structures within that fall zone on neighboring properties, and the minimum setback cannot be less than 25 feet; and

WHEREAS, the proposed ordinance aims to modernize tower siting regulations while maintaining safety standards; and

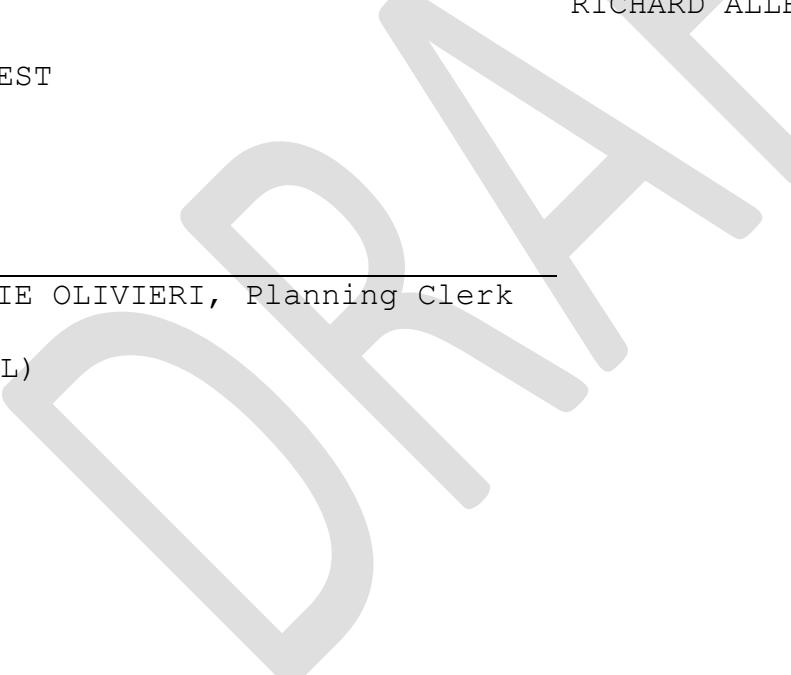
WHEREAS, the proposed standards support the goals and objectives of the Matanuska-Susitna Borough Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby recommends approval of Assembly Ordinance 25-127.

ADOPTED by the Matanuska-Susitna Borough Planning Commission on this _____ day of _____, 2025.

RICHARD ALLEN, Chair

ATTEST

LACIE OLIVIERI, Planning Clerk

(SEAL)

YES:

NO:

PUBLIC HEARING LEGISLATIVE

Resolution No. 25-27

A Resolution Of The Matanuska-Susitna Borough Planning Commission Recommending Approval Of An Ordinance Amending MSB 15.24 Assembly; Zoning Functions To Update The Process Of Initiating And Amending Lake Management Plans. And A Resolution Establishing A Fee For Processing Requests For Lake Management Plans Under MSB 15.24 Assembly; Zoning Functions.

Staff: Alex Strawn, Planning and Land Use Director

(Pages 162-175)

SUBJECT: AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY AMENDING MSB 15.24 ASSEMBLY; ZONING FUNCTIONS TO UPDATE THE PROCESS OF INITIATING AND AMENDING LAKE MANAGEMENT PLANS.

AGENDA OF: November 18, 2025

ASSEMBLY ACTION:

AGENDA ACTION REQUESTED: Refer to Planning Commission for 90 days.

Route To	Signatures
Originator	X Alex Strawson Signed by: Alex 10/29/2025
Department Director	X Alex Strawson Signed by: Alex 10/29/2025
Finance Director	X Cheyenne Heindel Recoverable Signature Signed by: Cheyenne Heindel 10/31/2025 Expired certificate
Borough Attorney	X Nicholas Spiropoulos Signed by: Nicholas Spiropoulos 10/31/2025
Borough Manager	X Michael Brown Signed by: Michael Brown 10/31/2025
Borough Clerk	X Brenda J. Henry for Signed by: Brenda Henry 10/31/2025

ATTACHMENT(S): Ordinance Serial No. 25-128 (7 pp)
 MSB 15.24.031 (2 pp)
 Planning Commission Resolution No. 25-____ (pp)
 Resolution No. 25-113 (1 p)

SUMMARY STATEMENT: This ordinance is at the request of Assemblymember Sumner.

The proposed ordinance amends the process for initiating and amending Lake Management Plans within the Borough. Key changes include increasing the approval threshold from 50% of responding shoreline property owners to 51% of all shoreline property owners to ensure stronger community consensus before a plan advances. The ordinance revises terminology, replacing "certify" with "accept" to reflect the Planning Department's actual administrative

function. It also introduces a \$1,500 filing fee and requires the petitioner to pay for mailing and advertising costs associated with the development of the plan.

For lakes without legal public access, the ordinance retains a ballot process among shoreline property owners. However, it changes the required approval threshold from 60% of responding shoreline property owners to at least 51% of all shoreline property owners in order to forward a plan to the Planning Commission and Assembly.

For lakes with legal public access, an ordinance proposing an advisory vote at the next Borough election will be presented to the Assembly. Following certification of the election, staff will seek referral of the draft plan to the Planning Commission from the Assembly.

The proposed ordinance supports the goals and objectives of the Borough Comprehensive Plan.

Matanuska-Susitna Borough Comprehensive Plan

Goal E-3: Create an attractive environment for business investment.

Policy E3-2: Institute appropriate land use guidelines and regulations that reduce land use conflicts and protect residents and businesses.

Goal I-1: Encourage flexibility in the implementation of the Borough's comprehensive plans.

Policy I1-1: Provide a variety of methods, including land-use regulations, subdivision standards and capital improvement plans, to implement the comprehensive plan.

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

15.24.031 INITIATING AND AMENDING LAKE MANAGEMENT PLANS.

(A) The following process shall be followed to initiate a lake management plan:

- (1) A petition shall be submitted to the planning department requesting a lake management plan for a specific lake or lakes. Borough, state, and federally owned parcels, not held in trust, will not be counted toward the petition threshold.
- (2) The planning department shall certify a petition to initiate a lake management plan only if the petition contains the following:
 - (a) signatures of at least 50 percent of all shoreline property owners (as listed by borough tax assessment records) dated within 90 calendar days preceding submission of the petition to the planning department;
 - (b) the mailing address and legal description of each property, or the property's borough tax identification number, for each petitioner; and
 - (c) the printed name and phone number or email address of each petitioner.
- (3) Within 60 calendar days of receipt of a certified petition, the planning department shall mail numbered notices to all shoreline property owners (as listed by borough tax assessment records) requesting the property owner to indicate whether or not they are in favor of initiating a lake management plan. One notice per parcel will be mailed using certified mail. A return envelope addressed to the planning department, and a deadline of not less than 60 calendar days for responding in writing shall be specified in the notice. The notice shall state that a lake management plan will be initiated if more than 50 percent of all shoreline property owners responding to the planning department prior to the deadline are in favor of developing a lake management plan.
- (4) The written responses returned to the planning department prior to the deadline will be tabulated. A lake management plan will be initiated if more than 50 percent of all shoreline property owners responding are in favor of developing a lake management plan. Borough, state, and federally owned parcels not held in trust will not be counted toward the tabulation.
- (5) The planning department shall notify all shoreline property owners (as listed by borough tax assessment records) whether or not a lake management plan will be initiated.

(6) When a lake management plan is initiated, the planning department shall provide notice to the appropriate community council and assembly member, post a notice at the public access points to the respective lake as identified through current use, post a notice in a newspaper of general circulation distributed within the borough, and develop a public-facing project website to be updated regularly throughout the planning process.

(7) The planning department shall facilitate at least three lake management plan meetings that shall be open to the public and advertised in a newspaper of general circulation distributed within the borough.

(8) Planning staff shall draft a lake management plan based on community input from public meetings, written comments, and the assembly adopted guidelines for lake usage based on lake size and depth.

(9) Residents shall have 30 days to review the draft plan and its proposed regulations.

(10) The planning department will have 30 days after the community review period to make the final edits to the plan.

(11) The planning department shall mail numbered ballots to all shoreline property owners (as listed by borough tax assessment records) to indicate whether or not they are in favor of moving the lake management plan forward to the planning commission and assembly. One ballot per parcel will be mailed using certified mail. The ballot shall include one postage paid, return envelope addressed to the planning department. The ballot shall specify a deadline of not less than 60 calendar days for responding in writing to the planning department. The notice shall state that a lake management plan will be brought to the planning commission and assembly if more than 60 percent of all responding shoreline property owners are in favor of the lake management plan.

(12) If more than 60 percent of all ballots received by the planning department by the ballot deadline are in favor of the lake management plan, the planning department will present the plan and its corresponding ordinance to the planning commission and assembly for public hearing.

(B) The following process shall be followed to amend an adopted lake management plan:

(1) Lake management plan amendments shall be in compliance with MSB 15.24.030.

(2) A lake management plan amendment process shall follow the steps of initiating a lake management plan in accordance with subsection (A) of this section.

Action:

**MATANUSKA-SUSITNA BOROUGH
RESOLUTION SERIAL NO. 25-113**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY ESTABLISHING A FEE FOR PROCESSING REQUESTS FOR LAKE MANAGEMENT PLANS UNDER MSB 15.24 ASSEMBLY; ZONING FUNCTIONS.

WHEREAS, Ordinance Serial No. 25-128 updates the process for requests for a lake management plan; and

WHEREAS, MSB 15.24.031(C) requires the petitioner to pay a filing fee when requesting a lake management plan; and

WHEREAS, the Borough fee schedule must be revised to establish a fee for this process.

NOW, THEREFORE, BE IT RESOLVED, the Assembly adopts a flat fee of \$1,500 for lake management plan requests under MSB 15.24.031.

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2025.

EDNA DeVRIES, Borough Mayor

ATTEST:

LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

CODE ORDINANCE

Sponsored by: Sumner
Introduced:
Public Hearing:
Action:

**MATANUSKA-SUSITNA BOROUGH
ORDINANCE SERIAL NO. 25-128**

AN ORDINANCE OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY AMENDING MSB 15.24 ASSEMBLY; ZONING FUNCTIONS TO UPDATE THE PROCESS OF INITIATING AND AMENDING LAKE MANAGEMENT PLANS.

BE IT ENACTED:

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

Section 2. Amendment of section. MSB 15.24.031 is hereby amended as follows:

(A) The following process shall be followed to initiate a lake management plan:

(1) A petition shall be submitted to the planning department requesting a lake management plan for a specific lake or lakes. Borough, state, and federally owned parcels, not held in trust, will not be counted toward the petition threshold.

(2) The planning department shall [CERTIFY] accept a petition to initiate a lake management plan only if the petition contains the following:

(a) signatures of at least [50] 51 percent of all shoreline property owners (as listed by borough tax

assessment records) dated within 90 calendar days preceding submission of the petition to the planning department;

(b) the mailing address and legal description of each property, or the property's borough tax identification number, for each petitioner; and
(c) the printed name and phone number or email address of each petitioner.

(3) Within 60 calendar days of [RECEIPT] **acceptance** of a [CERTIFIED] petition, the planning department shall mail numbered notices to all shoreline property owners (as listed by borough tax assessment records) requesting the property owner to indicate whether or not they are in favor of initiating a lake management plan. One notice per parcel will be mailed using certified mail. A return envelope addressed to the planning department, and a deadline of not less than 60 calendar days for responding in writing shall be specified in the notice. The notice shall state that a lake management plan will be initiated if [MORE THAN 50] **at least 51** percent of all shoreline property owners [RESPONDING TO THE PLANNING DEPARTMENT PRIOR TO THE DEADLINE] are in favor of developing a lake management plan.

(a) There shall be only one vote per property,
regardless of the number of owners.

(4) The written responses returned to the planning department prior to the deadline will be tabulated. A lake management plan will be initiated if [MORE THAN 50] **at least 51** percent of all shoreline property owners [RESPONDING] are in favor of developing a lake management plan. Borough, state, and federally owned parcels not held in trust will not be counted toward the tabulation.

(5) The planning department shall notify all shoreline property owners (as listed by borough tax assessment records) whether or not a lake management plan will be initiated.

(6) When a lake management plan is initiated, the planning department shall provide a notice to the appropriate community council and assembly member, post a notice at the public access points to the respective lake as identified through current use, post a notice in a newspaper of general circulation distributed within the borough, and develop a public-facing project website to be updated regularly throughout the planning process.

(7) The planning department shall facilitate at

least three lake management plan meetings that shall be open to the public and advertised in a newspaper of general circulation distributed within the borough.

(8) Planning staff shall draft a lake management plan based on community input from public meetings, written comments, and the assembly adopted guidelines for lake usage based on lake size and depth.

(9) Residents shall have 30 days to review the draft plan and its proposed regulations.

(10) The planning department will have 30 days after the community review period to make the final edits to the plan.

(11) **For lakes with no legal public access, the** planning department shall mail numbered ballots to all shoreline property owners (as listed by borough tax assessment records) to indicate whether or not they are in favor of moving the lake management plan forward to the planning commission and assembly. One ballot per parcel will be mailed using certified mail. The ballot shall include one postage paid, return envelope addressed to the planning department. The ballot shall specify a deadline of not less than 60 calendar days for responding in writing to the planning department. The

notice shall state that a lake management plan will be brought to the planning commission and assembly if [MORE THAN 60] at least 51 percent of all [RESPONDING] shoreline property owners are in favor of the lake management plan.

(a) If at least 51 percent of all ballots sent by the planning department are in favor of the lake management plan, the Planning Department will present the plan and its corresponding ordinance to the planning commission and assembly for public hearing.

[(12) IF MORE THAN 60 PERCENT OF ALL BALLOTS RECEIVED BY THE PLANNING DEPARTMENT BY THE BALLOT DEADLINE ARE IN FAVOR OF THE LAKE MANAGEMENT PLAN, THE PLANNING DEPARTMENT WILL PRESENT THE PLAN AND ITS CORRESPONDING ORDINANCE TO THE PLANNING COMMISSION AND ASSEMBLY FOR PUBLIC HEARING.]

(13) For lakes with legal public access, the Manager shall present the matter to the Assembly with an ordinance proposing to place the question before the public at large for an advisory vote at the next Borough election.

(a) Within 60 days of certification of the election and the advisory vote on the draft plan, the

Planning Department shall seek referral of the draft plan to the Planning Commission from the Assembly.

(B) The following process shall be followed to amend an adopted lake management plan:

(1) Lake management plan amendments shall be in compliance with MSB 15.24.030.

(2) A lake management plan amendment process shall follow the steps of initiating a lake management plan in accordance with subsection (A) of this section.

(C) The appropriate filing fee as established by the assembly, shall be submitted at the time of filing the petition.

(1) Prior to the date of the public hearing held by the Assembly, the petitioner shall pay the cost of all mailings and advertisements associated with the development of the plan.

(D) Nothing in the procedures outlined in MSB 15.24.031 impairs, or is intended to impair, the right of individual Assemblymembers, Mayor, or Manager to introduce an ordinance under AS 29.25.020(b)(1), or amend an ordinance under AS 29.25.020(b)(6), or veto an ordinance under AS 29.20.270, including an ordinance pertaining to a lake management plan.

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

ADOPTED by the Matanuska-Susitna Borough Assembly this - day of -, 2025.

EDNA DeVRIES, Borough Mayor

ATTEST:

LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

By: A. Strawn
Introduced:
Public Hearing:
Action:

MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 25-27

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION RECOMMENDING APPROVAL OF AN ORDINANCE AMENDING MSB 15.24 ASSEMBLY; ZONING FUNCTIONS TO UPDATE THE PROCESS OF INITIATING AND AMENDING LAKE MANAGEMENT PLANS.

WHEREAS, Assembly Ordinance 25-128 amends the process for initiating and amending Lake Management Plans within the Borough; and

WHEREAS, the proposed ordinance increases the approval threshold from 50 percent of responding shoreline property owners to at least 51 percent of all shoreline property owners to ensure stronger community consensus before a plan advances; and

WHEREAS, the proposed ordinance retains a ballot process among shoreline property owners for lakes without legal public access; and

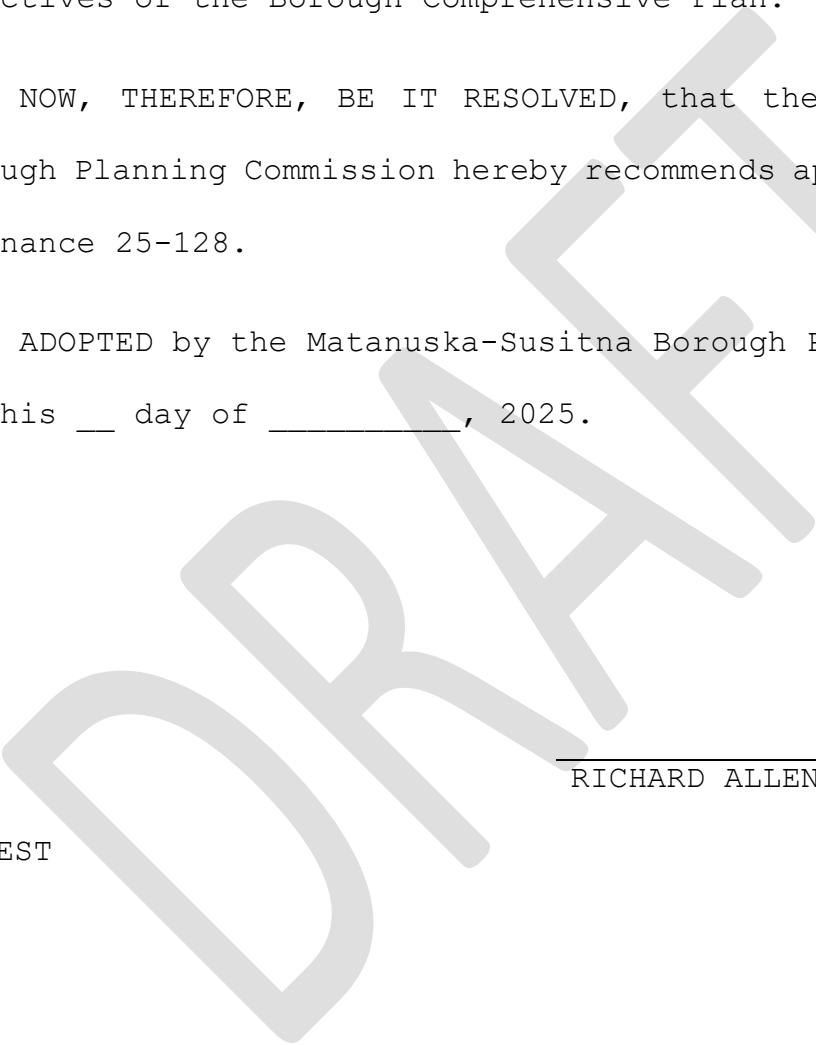
WHEREAS, for lakes with legal public access, the proposed ordinance gives the Assembly the opportunity to consider placing the question before the public for an advisory vote at the next Borough election; and

WHEREAS, the proposed ordinance introduces a filing fee and requires the petitioner to pay for mailing and advertising costs associated with the development of the plan; and

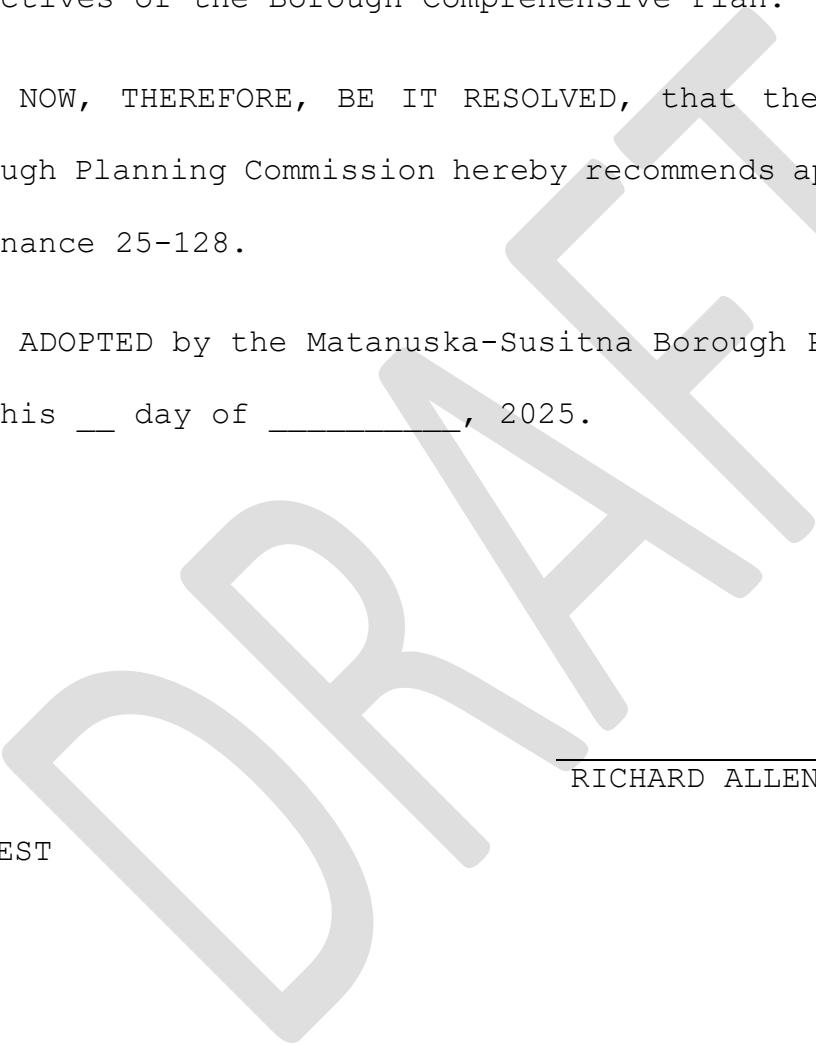
WHEREAS, the proposed ordinance supports the goals and objectives of the Borough Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby recommends approval of Assembly Ordinance 25-128.

ADOPTED by the Matanuska-Susitna Borough Planning Commission on this __ day of _____, 2025.


RICHARD ALLEN, Chair

ATTEST


LACIE OLIVIERI, Planning Clerk

(SEAL)

YES:

NO:

COMMISSION BUSINESS

(Page 176)



MATANUSKA-SUSITNA BOROUGH
Planning and Land Use Department
350 East Dahlia Avenue • Palmer, AK 99645
Phone (907) 861-7822
Matsu.gov

MEMORANDUM

DATE: January 5, 2025

TO: Planning Commission

FROM: Alex Strawn, Planning and Land Use Director 

SUBJECT: Tentative Future PC Items

Upcoming PC Actions

Quasi-Judicial

- Houdini's Herbs – Marijuana Retail Facility; 8164B01L001A (Staff: Rick Benedict)
- Ficklin Gravel Products LLC – Earth Materials Extraction; 16N04W03A009 (Staff: Rick Benedict)
- Butte Land Co. – Earth Materials Extraction; 17N02E35A024 (Staff: Natasha Heindel)
- Harman Northeast – Earth Materials Extraction; 18N01W15B015 (Staff: Rick Benedict)
- Stenger – Variance; 6194000L002-B (Staff: Rebecca Skjothaug)
- Three Bears Alaska Inc. – Core Area Conditional Use Permit; 8211000L001 (Staff: Rick Benedict)
- Alaska Gravel Company – Earth Materials Extraction; 21N04W18C004 (Staff: Rebecca Skjothaug)
- Paul and Elizabeth Knetch – Variance; 6070000L1051 (Staff: Rebecca Skjothaug)
- Hart Variance - Tax ID# 8578B05L015A (Staff: Rebecca Skjothaug)
- Kouadia Variance - Tax ID# 1598000L002 (Staff: Rebecca Skjothaug)
- Bad Gramm3r LLC – Marijuana Retail Facility; 1068000L020 (Staff: Rick Benedict)
- McIntyre Farms LLC – Marijuana Cultivation Facility; 6025B02L007 (Staff: Rick Benedict)

Legislative

- Historic Preservation Plan (HPP) (Staff: Paul Clark)
- MSB Borough-Wide Comprehensive Plan (Staff: Jason Ortiz/Alex Strawn)
- Transit Development Plan (Staff: Jason Ortiz)