

Matanuska-Susitna Borough

Planning Commission Meeting Agenda

Meeting Date: August 17, 2026

Meeting Time: 6:00 PM

Meeting Location

Assembly Chambers – Dorothy Swanda Jones Building

350 E. Dahlia Avenue

Palmer, Alaska 99645



Planning Commission Members

Chairperson: Richard Allen

Vice-Chair: Doug Glenn

Commissioners:

- Brendan Carpenter
- Vacant
- Linn McCabe
- Ivan Fonov
- Curt Scoggin

Ways to Participate in the Meeting

1. Participate In Person

Members of the public may attend the meeting in person. You will have **three (3) minutes** to provide oral comments unless otherwise directed by the Chair.

2. Submit Written Comments

Send written comments to the Planning Commission Clerk:

Email: msb.planning.commission@matsugov.us

Deadline: Written comments must be received **by 12:00 p.m. (noon) on the Friday before the meeting.**

3. Provide Testimony by Telephone

- 1) Dial **1-855-290-3803**.
- 2) You will hear "joining conference" when connected.
- 3) You will be automatically muted and able to listen to the meeting.
- 4) When the Chair opens public testimony, if you would like to speak, press ***3**.
- 5) You will hear "Your hand has been raised."
- 6) When it is your turn to speak, you will hear "Your line has been unmuted."
- 7) State your name for the record, spell your last name, and provide your testimony.

4. Observe the Meeting Online

You may watch the meeting live using one of the following platforms:

- [Matanuska-Susitna Borough Facebook page](#)
 - [Matanuska-Susitna Borough YouTube channel](#)
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Meeting Agenda

1. Call to Order, Roll Call, and Determination of Quorum
2. Approval of Agenda
3. Pledge of Allegiance
4. Consent Agenda
 - A. Meeting Minutes – August 3, 2026
 - B. Introduction for Public Hearing: Quasi-Judicial Matters
 - C. Introduction for Public Hearing: Legislative Matters
5. Committee Reports
6. Agency/Staff Reports
7. Land Use Classifications
8. Audience Participation
9. Public Hearing: Quasi-Judicial Matters

Resolution 26-12

A Resolution Of The Matanuska-Susitna Borough Planning Commission Approving A Conditional Use Permit For The Operation Of A Marijuana Retail Facility Located At 9701 East Palmer-Wasilla Highway.

Applicant: Little Flare, LLC

Property Owner: 900 Tower Holdings LLC

Staff: Wade Long

10. Public Hearing: Legislative Matters

Resolution 26-17

A Resolution Of The Matanuska-Susitna Borough Planning Commission Recommending Approval Of The Borough's Priority Transportation Projects For Inclusion In The MVP 2027-2030 Transportation Improvement Program.

Staff: Alex Strawn, Planning and Land Use Director

11. Correspondence and Information
 12. Unfinished Business
 13. New Business
 14. Commission Business
 - A. Upcoming Planning Commission Agenda Items
 15. Director and Commissioner Comments
 16. Adjournment
-

Accessibility and Accommodation Information

Individuals with disabilities who need reasonable accommodation to participate in this meeting should contact the Borough ADA Coordinator:

Phone: 907-861-8432

Request Deadline: At least one week before the meeting.

MINUTES

August 3, 2026



Matanuska-Susitna Borough

Planning Commission Meeting Minutes

Meeting Date: August 3, 2026

Meeting Time: 6:00 PM

Meeting Location

Assembly Chambers – Dorothy Swanda Jones Building

350 E. Dahlia Avenue

Palmer, Alaska 99645

Planning Commission Members

Chairperson: Richard Allen

Vice-Chair: Doug Glenn

Commissioners:

- Brendan Carpenter
- Vacant
- Linn McCabe
- Ivan Fonov
- Curt Scoggin

1. Call to Order, Roll Call, and Determination of Quorum

The Matanuska-Susitna Borough Planning Commission's regular meeting was held on August 3, 2026, 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.

Attendance:

(*) Next to a name indicates telephonic participation.

Present: Commissioner Allen
Commissioner McCabe
Commissioner Fonov
Commissioner Carpenter
Commissioner Scoggin
Commissioner Glenn

Absent: None

Staff Present: Mr. Alex Strawn, Planning and Land Use Director
Ms. Denise Michalske, Assistant Borough Attorney
Mr. Wade Long, Development Services Manager
Mr. Cole Branham, Project Management Division Manager

2. Approval of Agenda

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

GENERAL CONSENT: The Agenda was approved without objection.

3. Pledge of Allegiance

Commissioner Fonov led the Pledge of Allegiance.

4. Consent Agenda

A. Meeting Minutes – July 20, 2026

B. Introduction for Public Hearing: Quasi-Judicial Matters

Resolution 26-12 A Resolution Of The Matanuska-Susitna Borough Planning Commission Approving A Conditional Use Permit For The Operation Of A Marijuana Retail Facility Located At 9701 East Palmer-Wasilla Highway.

Applicant: Little Flare, LLC

Property Owner: 900 Tower Holdings LLC

Staff: Wade Long

Public Hearing Date: August 17, 2026

C. Introduction for Public Hearing: Legislative Matters

Resolution 26-17 A Resolution Of The Matanuska-Susitna Borough Planning Commission Recommending Approval Of The Borough's Priority Transportation Projects For Inclusion In The MVP 2027-2030 Transportation Improvement Program.

Staff: Alex Strawn, Planning and Land Use Director

Public Hearing date: August 17, 2026

Chair Allen read the Consent Agenda into the record.

GENERAL CONSENT: The Consent Agenda was approved without objection.

5. Committee Reports (*There were no Committee reports*)

6. Agency/Staff Reports

Kim Sollien gave a presentation about the Matsu Valley Planning for Transportation and the programs that they are working on.

7. Land Use Classifications

8. Audience Participation

There being no other persons to be heard, audience participation was closed without objection.

9. Public Hearing: Quasi-Judicial Matters

Resolution 26-10

A Conditional Use Permit In Accordance With MSB 17.70 - Regulation Of Alcoholic Beverage Uses To Expand Operations For A Pre-Existing Alcoholic Beverage Dispensary (Bar), Located At 10204 S. Knik Goose Bay Road (Tax ID# 7186000L001), Within Township 16 North, Range 03 West, Section 24, Seward Meridian.

Applicant: Knik Landing

Property Owner: Broken Boat LLC

Staff: Wade Long, Development Services Manager

Chair Allen read the resolution title into the record.

Chair Allen read the ex parte memo. Asking questions of the commissioners.

Commissioners McCabe and Carpenter recused themselves from this matter.

Mr. Long gave his staff report.

Commissioner Allen questioned staff.

The applicant, Mr. Doug Massie, spoke regarding the application.

Commissioner Allen questioned the applicant

Chair Allen opened the public hearing.

Jeff Jenkins – Opposed

Don Rosevear - Opposed

Jay Tucker - Opposed

Terry Rosevear – Opposed

Morgan Merritt – Opposed

Bridget speaking for Keith Hull – Opposed

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

MOTION: Commissioner Scoggin moved to approve Planning Commission Resolution 26-10. The motion was seconded by Commissioner Glenn.

Discussion ensued

MOTION: Commissioner Scoggin moved an amendment to remove condition number three. The motion was seconded by Commissioner Glenn.

VOTE: The amendment passed without objection.

VOTE: The main motion passed as amended without objection.

10. Public Hearing: Legislative Matters *(There were no Legislative public hearings)*

Resolution 26-11

A Resolution Of The Matanuska-Susitna Borough Planning Commission Expressing Support For The Proposed Annexation Of The Chugiak, Eagle River, Peters Creek, Eklutna, And Associated Areas Into The Matanuska-Susitna Borough.

Staff: Alex Strawn, Planning and Land Use Director

Chair Allen read the resolution title into the record.

Ken McCarty presented a report.

Chair Allen inquired if commissioners had any questions for Mr. McCarty.

Commissioners asked questions of Mr. McCarty.

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 to approve Planning Commission Resolution 26-11. The motion was seconded by Commissioner Fonov.

Discussion ensued.

VOTE: The main motion passed with Commissioners McCabe, Glenn, Scoggin, Fonov, and Carpenter in favor and Commissioner Allen opposed.

Resolution 26-13 A Resolution Of The Matanuska-Susitna Borough Planning Commission Supporting The Engstrom Road To Trunk Road Corridor Project And Recommending North Route 1 As The Preferred Alignment Identified In The October 2025 Draft Route Selection Report.

Staff: Cole Branham, Project Management Division Manager

Chair Allen read the resolution title into the record.

Mr. Cole Branham presented his staff report.

Chair Allen inquired if commissioners had any questions for staff.

Commissioner Allen asked questions of Mr. Branham.

Chair Allen opened the public hearing.

Rod Hanson spoke on behalf of the North Lakes Community Council in opposition to the Northern Route.

Sharron Johnson – In opposition to the Northern Route.

Arron Mason - In opposition to the Northern Route.

Simon Gilland – In opposition to the Northern Route.

Colleen Vague – In opposition to the Northern Route.

Greg Sindt – In opposition to the Northern Route.

Jade Loughlin– In opposition to the Northern Route.

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

MOTION: Commissioner McCabe moved to approve Planning Commission Resolution 26-13. The motion was seconded by Commissioner Scoggin.

VOTE: The main motion failed with Commissioners McCabe, Glenn, Scoggin, Fonov, Carpenter, and Allen opposed.

Resolution 26-18 A Resolution Of The Matanuska-Susitna Borough Planning Commission Recommending The Engstrom Road To Trunk Road Corridor Project And Recommending The Southern Route As The Preferred Alignment Identified In The July 2026 Route Selection Report.

MOTION: Commissioner McCabe moved to approve Planning Commission Resolution 26-18. The motion was seconded by Commissioner Glenn.

VOTE: The main motion passed without objection.

Resolution 26-14 A Resolution Of The Matanuska-Susitna Borough Planning Commission Recommending Approval Of The Areawide Power To Acquire Public Rights-Of-Way And Design And Construct Roads, Streets, Sidewalks, And Related Drainage Facilities, And To Submit The Question To The Qualified Areawide Voters At The November 3, 2026 Regular Election.

Staff: Alex Strawn, Planning and Land Use Director

Chair Allen read the resolution title into the record.

Mr. Alex Strawn presented his staff report.

Chair Allen inquired if commissioners had any questions for staff.

Commissioners asked questions of Mr. Strawn.

Commissioners asked Jade Loughlin to speak.

Chair Allen opened the public hearing.

Simon Gilland

Aaron Mason

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

MOTION: Commissioner Glenn moved to approve Planning Commission Resolution 26-14. The motion was seconded by Commissioner Carpenter.

VOTE: The main motion passed without objection.

11. Correspondence and Information *(There was no Correspondence and information)*

12. Unfinished Business *(There was no unfinished business)*

13. New Business *(There was no new business)*

14. Commission Business

A. Upcoming Planning Commission Agenda Items

Chair Allen asked whether Commissioners had any questions about the upcoming agenda items provided in their folders.

15. Director and Commissioner Comments

Commissioner Fonov: I'm glad that we got quite a bit of paperwork and a lot of effort from everybody sorted through, and I appreciate everybody's time here.

Commissioner Carpenter: Thank you for coming out. I think seeing the community involvement, getting involved with issues, I don't know, at least tonight shows somebody else that it's still alive it still works and its worth coming to. And you can go tell all of your buddies to make sure they want to move to. I think it was a good night and we got a lot of positive stuff done. Thank you.

Commissioner McCabe: Just thanks everybody for coming out. I agree with everything that has been said about this being a very productive night. It's kihnd of unusual for us to have such a long meeting.

Commissioner Glenn: No comment

Commissioner Scoggin: No comment

Commissioner Allen: I will just echo what my fellow commissioners have said, today was a busy one. Sometimes we have these, sometimes we have shorter ones but healthy positive debate is always good and I feel like we got a lot of business done today.

Alex Strawn: On Thursday which I think was July 30th our attorney Nick Spiropoulos gave a presentation to the Platting board. It is available on youtube and it was all about quasi-judicial, ex parte, open meetings act. Super informative. Maybe it's just me but I thought it was very entertaining and fun to watch. But it absolutely directly applies to what you do on this board and I encourage you all to go visit that and watch

that meeting. July 30th Platting Board meeting is what you would search for on youtube.

16. Adjournment

The regular meeting adjourned at 9:37 p.m.

RICHARD ALLEN

Planning Commission Chair

ATTEST:

LACIE OLIVIERI

Planning Commission Clerk

Minutes approved: _____

PUBLIC HEARING QUASI-JUDICIAL

Resolution No. 26-12

A Resolution Of The Matanuska-Susitna Borough Planning Commission Approving A Conditional Use Permit For The Operation Of A Marijuana Retail Facility Located At 9701 East Palmer-Wasilla Highway.

Applicant: Little Flare, LLC

Property Owner: 900 Tower Holdings LLC

Staff: Wade Long

STAFF REPORT



MATANUSKA-SUSITNA BOROUGH

Planning and Land Use Department

Development Services Division

350 East Dahlia Avenue • Palmer, AK 99645

Phone (907) 861-7822 • www.matsu.gov

DEVELOPMENT SERVICES DIVISION STAFF REPORT

Date: July 6, 2026

File Number: 10316

Applicant: Jana Weltzin, on behalf of Little Flare, LLC

Property Owner: 900 Tower Holdings, LLC

Request: Planning Commission Resolution 26-12
Conditional Use Permit for the operation of a marijuana retail facility in accordance with MSB Chapter 17.60 – Conditional Uses

Location: 9701 E. Palmer-Wasilla Highway (Tax ID# 5865000L007A); within Township 18 North, Range 1 East, Section 36, Seward Meridian

Size of Facility: 1,632 Square Feet

Reviewed By: Wade Long, Development Services Manager 

Staff: Mark Whisenhunt, Current Planner 

Staff Recommendation: Approval with conditions

EXECUTIVE SUMMARY

A conditional use permit application has been submitted for the operation of a marijuana retail facility. The applicant is proposing to operate the facility in a newly constructed commercial structure approximately 1,632 square feet in size. MSB 17.60.30 requires a conditional use permit for the operation of a marijuana retail facility. Unless this type of use is maintained under and in accordance with a lawfully issued permit, a marijuana retail facility is declared to be a public nuisance. Operation of such a land use without a permit is prohibited.

LAND USE

Existing Land Use:

The boundaries of the subject parcel were created in 2006 from a platting action and became Lot 7A of Ortner Subdivision. The subject parcel is approximately 1.66 acres in size. While the lot was cleared of vegetation sometime between 2004 and 2011, it has remained vacant and undeveloped.

The plat requires access to the parcel from the southeast corner via the Palmer-Wasilla Highway, a State of Alaska-managed right-of-way. This location is required to be a common access point with the lot abutting the east lot line.

Surrounding Land Uses:

The surrounding area is comprised of mixed uses. Parcels to the north and south contain both vacant land and residential uses. Parcels to the east contain both residential and commercial uses. Parcels to the west contain industrial, commercial, and residential uses.

The Palmer-Wasilla Highway is classified as a highway and is capable of accommodating traffic generated by residential and commercial uses. Development along the highway frontage consists of residential, commercial, and industrial uses. There are multiple commercial businesses in the surrounding area, including, but not limited to, a car wash, a junkyard/refuse facility, a storage facility, and an animal feed business. The closest residential structure is located approximately 545 feet north of the proposed use.

The parcel abutting the subject property to the east is developed with a residential use. It has two driveways onto Palmer-Wasilla Highway, one of which is located at the common access point shared with the subject parcel.

On July 6, 2026, staff conducted a site visit at the subject property and the surrounding area. At that time, work had begun on the subject property. During the site visit, staff stopped at multiple locations that appeared to be non-residential but did not display business signage. Staff made contact at each location and confirmed that none of the properties were "school grounds" as defined in MSB 17.60.

REVIEW OF APPLICABLE CRITERIA AND FINDINGS

MSB 17.03 – Public Notification

On June 16, 2026, notices were mailed to all property owners within a 600-foot radius of the use and to the Gateway Community Council. A total of 13 notices were mailed. The permit application notification was published in the June 17, 2026, issue of the Anchorage Daily News. The application material was posted on the Borough web site for public review on June 16, 2026. The proposed use is within the Gateway Community Council boundary. A request for comment was emailed to the council on June 18, 2026. Staff did not receive any comments from the public or the community council related to the proposed use.

The Alaska Department of Transportation and Public Facilities (ADOT&PF) Central Region submitted comments and had no objections to the proposed operation but noted that the applicant

should continue working with the Right-of-Way Section to obtain a driveway permit. DOT&PF also commented that landscaped trees should not be planted within the right-of-way. Staff believes this comment is based on a misunderstanding of the site plan symbology, as the tree symbols slightly overlap the property line due to their graphic size. No trees are proposed within the right-of-way.

CORE AREA PERMIT IS NOT REQUIRED

Section 17.61.020 Intent

(A) This ordinance is intended to promote the positive effects of development while insuring the public health, safety, order, prosperity and general welfare of the core area by establishing a review process for commercial and industrial land use activities with the following impacts:

(1) Any commercial or industrial use that generates noise beyond the boundaries of the lot line of the site on which it is located in excess of the levels permitted by MSB 17.61.080;

Findings of Fact:

1. The proposed retail facility will be wholly contained within the commercial structure approximately 1,632 square feet in size.
2. There are no industrial processes or equipment that generate noise associated with the proposed use.

Discussion: Staff recommends a condition requiring the operation to comply with the maximum permissible sound level limits allowed, per the requirements of MSB 8.52 – Noise, Amplified Sound and Vibration.

Conclusion of Law: The use will not exceed sound levels set forth in MSB 17.61.080 and noise levels exceeding the levels in MSB 17.61.080 are prohibited. As such, a Core Area Conditional Use Permit is not required under this standard (MSB 17.61.020(A)(1)).

(2) Any commercial or industrial use that generates traffic in excess of 100 vehicles during the morning or afternoon peak hour, or more than a total of 750 vehicles per day (measured from 12 a.m. to 12 p.m.).

Findings of Fact:

1. ITE Trip Generation 11th Edition indicates a “Marijuana Dispensary” 1000-square feet in size is expected to produce 24.57 trips per weekday peak PM hour. The structure that will contain the proposed marijuana retail facility is approximately 1,632 square feet and based on these calculations is expected to produce approximately 41 trips per peak PM hour.
2. ITE Trip Generation 11th Edition indicates a “Marijuana Dispensary” 1000-square feet in size is expected to produce 211.12 trips per weekday. The structure that will contain the proposed marijuana retail facility is approximately 1,632 square feet and based on these calculations is expected to produce approximately 345 trips per day.

Conclusion of Law: Based on the above findings, since the use will not exceed 100 vehicles during the morning or afternoon peak hours or more than 750 vehicles a day, as specified in MSB

17.61.090, Traffic Standards, a Core Area Conditional Use Permit is not required under this standard (MSB 17.61.020(A)(2)).

(3) *Any commercial or industrial use involving processing, manufacturing, or storage of hazardous substances over thresholds established by federal or state community right-to-know laws and regulations (40 CFR 370, AS 29.35.500), any use which generates combustible dust produced in sufficient quantity to produce an explosion or combustion hazard, any use involving the storage and handling of combustible fiber in quantities greater than 100 cubic feet (2.8 m³), and any use which involves generation or management of more than 2,200 pounds of hazardous waste per month as defined by federal regulations (40 CFR 261, 262). Note that these facilities would also be subject to significant federal/state regulatory requirements. Among other obligations, facilities that exceed community right-to-know thresholds are required to submit annual reports to the state and to the local emergency planning committee (LEPC), and facilities that exceed hazardous waste limits are required to notify the environmental protection agency and comply with requirements for waste storage and disposal.*

Findings of Fact:

1. The proposed use will not be processing, manufacturing, or storing hazardous substances identified in MSB 17.61.020(A)(3).

Conclusion of Law: Since the proposed use will not be processing, manufacturing, or storing hazardous substances beyond the thresholds identified in MSB 17.61.020(A)(3), a Core Area Conditional Use Permit is not required under this standard (MSB 17.61.020(A)(3)).

(4) *Any use that generates contaminated water runoff or other discharges that are likely to violate state water quality standards or negatively impact groundwater or surface water quality beyond adjacent property lines.*

Findings of Fact:

1. The proposed use is confined to a generally flat area on the parcel.
2. The proposed use is commercial retail in nature and will not generate contaminated water runoff.

Conclusion of Law: The proposed use will not generate contaminated water runoff or other discharges that are likely to violate state water quality standards or negatively impact groundwater or surface water quality beyond adjacent property lines. As such, a Core Area Conditional Use Permit is not required under this standard (MSB 17.61.020(A)(4)).

Section 17.60.100 General Standards

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

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

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

Findings of Fact:

1. The proposed retail facility will be wholly contained within a commercial structure approximately 1,632 square feet in size.
2. The property is located in the Core Area; however, there are no specific zoning designations for this parcel.
3. The proposed use will access the Palmer-Wasilla Highway which is managed by the State of Alaska.
4. The Palmer-Wasilla Highway has many different uses on its frontage, including residential, commercial, and industrial.
5. The closest residential structure is located approximately 545 feet north of the proposed use.
6. The application material indicates one backlight sign will be installed on the proposed facility. The sign will be installed on the south side of the building adjacent to the entrance.
7. The proposed hours of operation are 8:00 a.m. until 12:00 a.m., Monday through Friday, 10:00 a.m. until 12:00 a.m. on Saturday, and 10:00 a.m. until 10:00 p.m. on Sunday.
8. According to the application material, the proposed use will be located approximately 85.9 feet from the Palmer-Wasilla Highway right-of-way to the south, approximately 240 feet to the east side property line, approximately 93.3 feet to the north side property line, and approximately 30 feet to the west side property line.
9. There are multiple commercial businesses in the surrounding area, including, but not limited to, a car wash, a junkyard/refuse facility, a storage facility, and an animal feed business.
10. The surrounding area is comprised of mixed uses. Parcels to the north and south contain both vacant land and residential uses. Parcels to the east contain both residential and commercial uses. Parcels to the west contain industrial, commercial, and residential uses.
11. Consumption of marijuana is prohibited at the site.
12. People under the age of 21 are prohibited from entering the facility.
13. According to the application material, loitering will not be allowed.

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

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

Findings of Fact:

1. The closest school (Colony High School) is approximately 1,262 feet away from the use.
2. Consumption of marijuana is prohibited at the site.
3. People under the age of 21 are prohibited from entering the facility.
4. The proposed use will access the Palmer-Wasilla Highway which is managed by the State of Alaska.

5. The Palmer-Wasilla Highway has many different uses on its frontage, including residential, commercial, and industrial.
6. According to the application material, the proposed use has a security plan in place, which includes education of employees on all security measures.
7. Security cameras, motion detectors, and lighting are used to monitor all activities at the facility.
8. The application material indicates one backlight sign will be installed on the proposed facility. The sign will be installed on the south side of the building adjacent to the entrance.
9. The State of Alaska Fire Marshal's office has issued the approved Plan Review #2026ANCH0242, for the commercial structure.
10. The commercial structure is in full compliance with the applicable State of Alaska fire code.
11. All marijuana products deemed unusable are blended and mixed with compostable material in a container. The waste will then be taken to an MSB waste acceptance facility to be disposed of.

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

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

Findings of Fact:

1. According to the application material, the proposed use will be located approximately 85.9 feet from the Palmer-Wasilla Highway right-of-way to the south, approximately 240 feet to the east side property line, approximately 93.3 feet to the north side property line, and approximately 30 feet to the west side property line.
2. The structure meets all applicable setback requirements required by MSB 17.55 – Setbacks and Screening Easements.
3. The closest school (Colony High School) is approximately 1,262 feet away from the use.
4. The proposed use will access the Palmer-Wasilla Highway which is managed by the State of Alaska.
5. The Palmer-Wasilla Highway has many different uses on its frontage, including residential, commercial, and industrial.
6. According to the application material, the proposed use has a security plan in place, which includes education of employees on all security measures.
7. Security cameras, motion detectors, and lighting are used to monitor all activities at the facility.
8. The State of Alaska Fire Marshal's office has issued the approved Plan Review #2026ANCH0242, for the commercial structure.
9. The commercial structure is in full compliance with the applicable State of Alaska fire code.

Discussion: The applicant is currently working with the ADOT&PF Right-of-Way Section to finalize their driveway permit. Staff recommend a condition requiring the applicant to provide the Borough with the approved driveway permit, prior to operating.

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

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

Finding of Fact:

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

Conclusion of Law: The application material has met all of the requirements of this chapter (MSB 17.60.100(B)(4)).

Section 17.60.150 General Standards for Marijuana Related Facilities

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

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

Findings of Fact:

1. The proposed retail facility will be wholly contained within a commercial structure approximately 1,632 square feet in size.
2. There are no industrial processes or equipment that generate noise associated with the proposed use.
3. Consumption of marijuana is prohibited at the site.
4. The proposed use has an odor control plan in place that includes a "no odor" policy, sealed odor-proof containers, enclosed display jars, air sanitizers, and odor-control measures during transportation to ensure no odor is detectable outside the facility.
5. According to the application material, loitering will not be allowed.

Discussion: Staff recommends a condition requiring that the operation comply with the maximum permissible sound level limits allowed, per the requirements of MSB 8.52 – Noise, Amplified Sound and Vibration

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

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

Findings of Fact:

1. The proposed retail facility will be wholly contained within a commercial structure approximately 1,632 square feet in size.
2. The State of Alaska Fire Marshal's office has issued the approved Plan Review #2026ANCH0242, for the commercial structure.
3. The commercial structure is in full compliance with the applicable State of Alaska fire code.
4. The Palmer-Wasilla Highway has many different uses on its frontage, including residential, commercial, and industrial.
5. According to the application material, the proposed use will be located approximately 85.9 feet from the Palmer-Wasilla Highway right-of-way to the south, approximately 240 feet to the east side property line, approximately 93.3 feet to the north side property line, and approximately 30 feet to the west side property line.
6. According to the application material, landscaping will include drainage retention, seeded grass and trees.
7. The structure meets all applicable setback requirements required by MSB 17.55 – Setbacks and Screening Easements.

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

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

Findings of Fact:

1. The proposed retail facility will be wholly contained within a commercial structure approximately 1,632 square feet in size.
2. The State of Alaska Fire Marshal's office has issued the approved Plan Review #2026ANCH0242, for the commercial structure.
3. The commercial structure is in full compliance with the applicable State of Alaska fire code.
4. The Palmer-Wasilla Highway has many different uses on its frontage, including residential, commercial, and industrial.
5. The closest residential structure is located approximately 545 feet north of the proposed use.
6. According to the application material, the proposed use will be located approximately 85.9 feet from the Palmer-Wasilla Highway right-of-way to the south, approximately 240 feet to the east side property line, approximately 93.3 feet to the north side property line, and approximately 30 feet to the west side property line.
7. The structure meets all applicable setback requirements required by MSB 17.55 – Setbacks and Screening Easements.

8. There are multiple commercial businesses in the surrounding area, including, but not limited to, a car wash, a junkyard/refuse facility, a storage facility, and an animal feed business.
9. The surrounding area is comprised of mixed uses. Parcels to the north and south contain both vacant land and residential uses. Parcels to the east contain both residential and commercial uses. Parcels to the west contain industrial, commercial, and residential uses.
10. The proposed hours of operation are 8:00 a.m. until 12:00 a.m., Monday through Friday, 10:00 a.m. until 12:00 a.m. on Saturday, and 10:00 a.m. until 10:00 p.m. on Sunday.
11. Consumption of marijuana is prohibited at the site.
12. According to the application material, loitering will not be allowed.

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

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

- (1) One thousand feet of school grounds;*

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

Finding of Fact:

1. The closest school (Colony High School) is approximately 1,262 feet away from the use.

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

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

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

Findings of Fact:

1. On April 16th, 2026, at the State of Alaska Marijuana Control Board meeting, the Board voted to approve Little Flare Retail Marijuana Store License #41029 with delegation.
2. A copy of the delegated approval for the applicant's marijuana retail facility has been provided to the MSB Development Services Division.

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

- (2) from the fire marshal having jurisdiction, that the proposed conditional use is in full compliance with applicable fire code, including but not limited to*

AS 18.70.010 through 18.70.160, Fire Protection, and 13 AAC 50.025 through 50.080, Fire Code.

Findings of Fact:

1. The State of Alaska Fire Marshal's office has issued the approved Plan Review #2026ANCH0242, for the commercial structure.
2. The commercial structure is in full compliance with the applicable State of Alaska fire code.
3. The applicant has provided a copy of the approved Plan Review #2026ANCH0242.

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

Section 17.60.170 Standards for Marijuana Retail Facilities

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

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

Findings of Fact:

1. The proposed use will access the Palmer-Wasilla Highway which is managed by the State of Alaska.
2. The Palmer-Wasilla Highway has many different uses on its frontage, including residential, commercial, and industrial
3. The Palmer-Wasilla Highway is capable of handling traffic from residential, commercial, and industrial uses.
4. There are multiple commercial businesses in the surrounding area, including, but not limited to, a car wash, a junkyard/refuse facility, a storage facility, and an animal feed business.
5. The surrounding area is comprised of mixed uses. Parcels to the north and south contain both vacant land and residential uses. Parcels to the east contain both residential and commercial uses. Parcels to the west contain industrial, commercial, and residential uses.
6. The proposed hours of operation are 8:00 a.m. until 12:00 a.m., Monday through Friday, 10:00 a.m. until 12:00 a.m. on Saturday, and 10:00 a.m. until 10:00 p.m. on Sunday.
7. According to the application material, the proposed use will be located approximately 85.9 feet from the Palmer-Wasilla Highway right-of-way to the south, approximately 240 feet to the east side property line, approximately 93.3 feet to the north side property line, and approximately 30 feet to the west side property line.
8. The closest residential structure is located approximately 545 feet north of the proposed use.

9. The plat requires access to the parcel from the southeast corner via the Palmer-Wasilla Highway, a State of Alaska-managed right-of-way. This location is required to be a common access point with the lot abutting the east lot line.
10. The parcel abutting the subject property to the east is developed with a residential use. It has two driveways onto the Palmer-Wasilla Highway, one of which is located at the common access point shared with the subject parcel.

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

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

Findings of Fact:

1. The use is approximately 1,632 square feet in size.
2. A marijuana retail facility 1,632 square feet in size is required to provide five parking spaces with one ADA compliant space.
3. According to the site plan, thirty-six (36) customer parking spaces will be provided.
4. Each space is 20 feet in length and ten feet wide.
5. There are no vertical clearance limitations on site.

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

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

Findings of Fact:

1. A marijuana retail facility 1,632 square feet in size is required to provide five parking spaces with one ADA compliant space.
2. ADA guidelines require two van accessible parking spaces, for 26 to 50 spaces.
3. According to the site plan, thirty-six (36) customer parking spaces will be provided.
4. According to the site plan, two van accessible parking spaces, 10 feet wide with a shared ten-foot wide parking isle will be provided.

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

STAFF RECOMMENDATIONS

Staff recommend approval of the conditional use permit to operate a Marijuana Retail Facility, 1,632 square feet in size, at 9701 E. Palmer-Wasilla Highway (Tax ID# 5865000L007A). The

proposed use meets all of the standards in MSB 17.60.100, 17.60.150, and 17.60.170. Staff recommend approval of this permit with the following conditions:

1. The operation shall comply with all applicable state and local regulations.
2. All aspects of the operation shall comply with the description detailed in the application material and with the conditions of this permit. An amendment to the Conditional Use Permit shall be required prior to any expansion of the conditional use.
3. Borough staff shall be permitted to enter premises subject to this permit to monitor compliance with permit requirements. Such access will at minimum be allowed on demand when activity is occurring, and/or with prior verbal or written notice, and/or at other times as necessary to monitor compliance. Denial of access to Borough staff shall be a violation of this Conditional Use Permit.
4. The operation shall comply with the maximum permissible sound level limits allowed, per the requirements of MSB 8.52 – Noise, Amplified Sound and Vibration.
5. The hours of operation shall not exceed 8:00 a.m. to 12:00 a.m., Monday through Friday, 10:00 a.m. to 12:00 a.m. on Saturday, and 10:00 a.m. to 10:00 p.m. on Sunday.
6. A copy of the approved ADOT&PF Driveway Permit for the proposed access shall be provided to the Planning Department, prior to operating.
7. On-site consumption of marijuana and marijuana products is prohibited.

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

Marijuana Dispensary (882)

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

Setting/Location: General Urban/Suburban

Number of Studies: 7

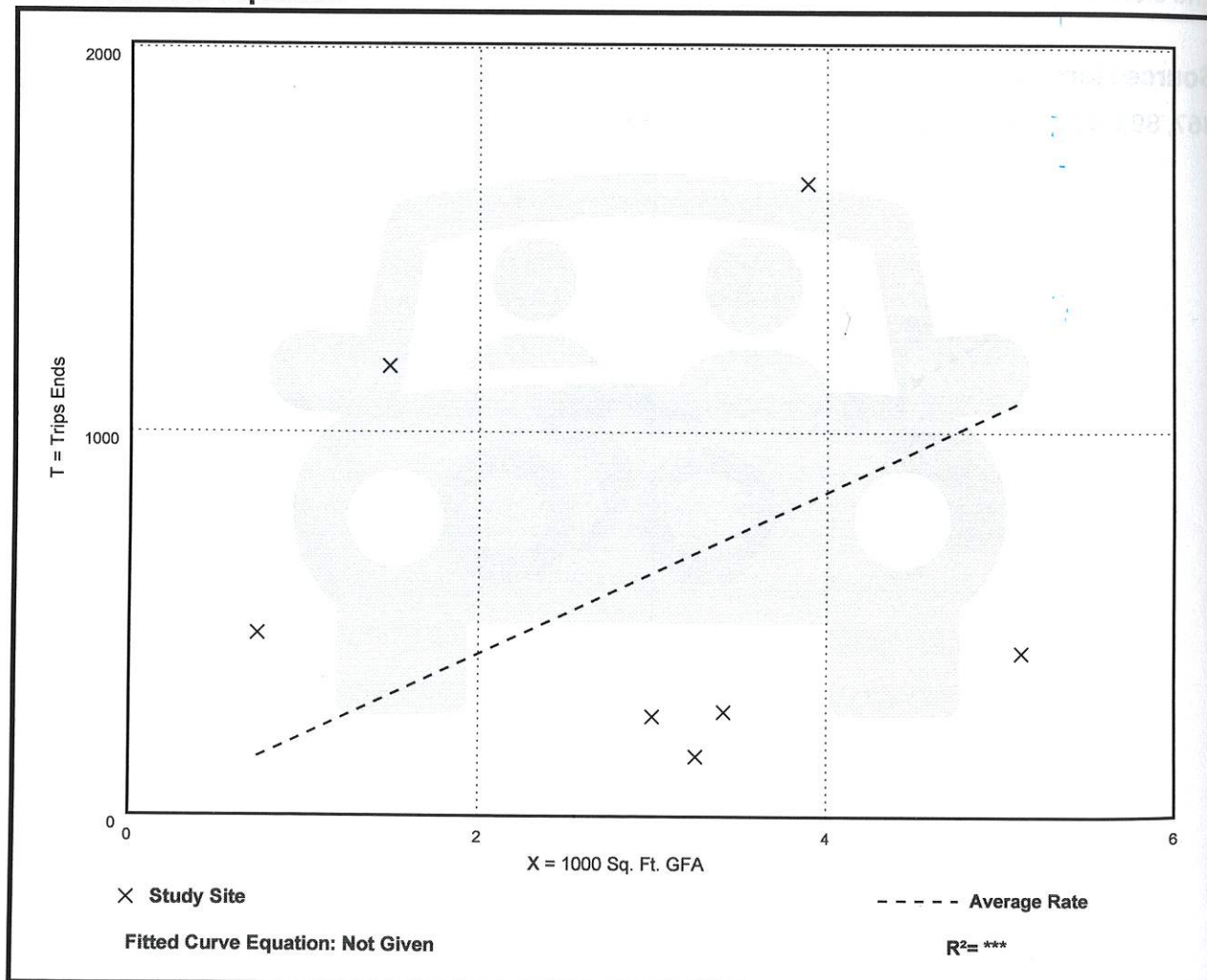
Avg. 1000 Sq. Ft. GFA: 3

Directional Distribution: 50% entering, 50% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

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

Data Plot and Equation



Marijuana Dispensary (882)

Vehicle Trip Ends vs: 1000 Sq. Ft. GFA

On a: Weekday,

PM Peak Hour of Generator

Setting/Location: General Urban/Suburban

Number of Studies: 12

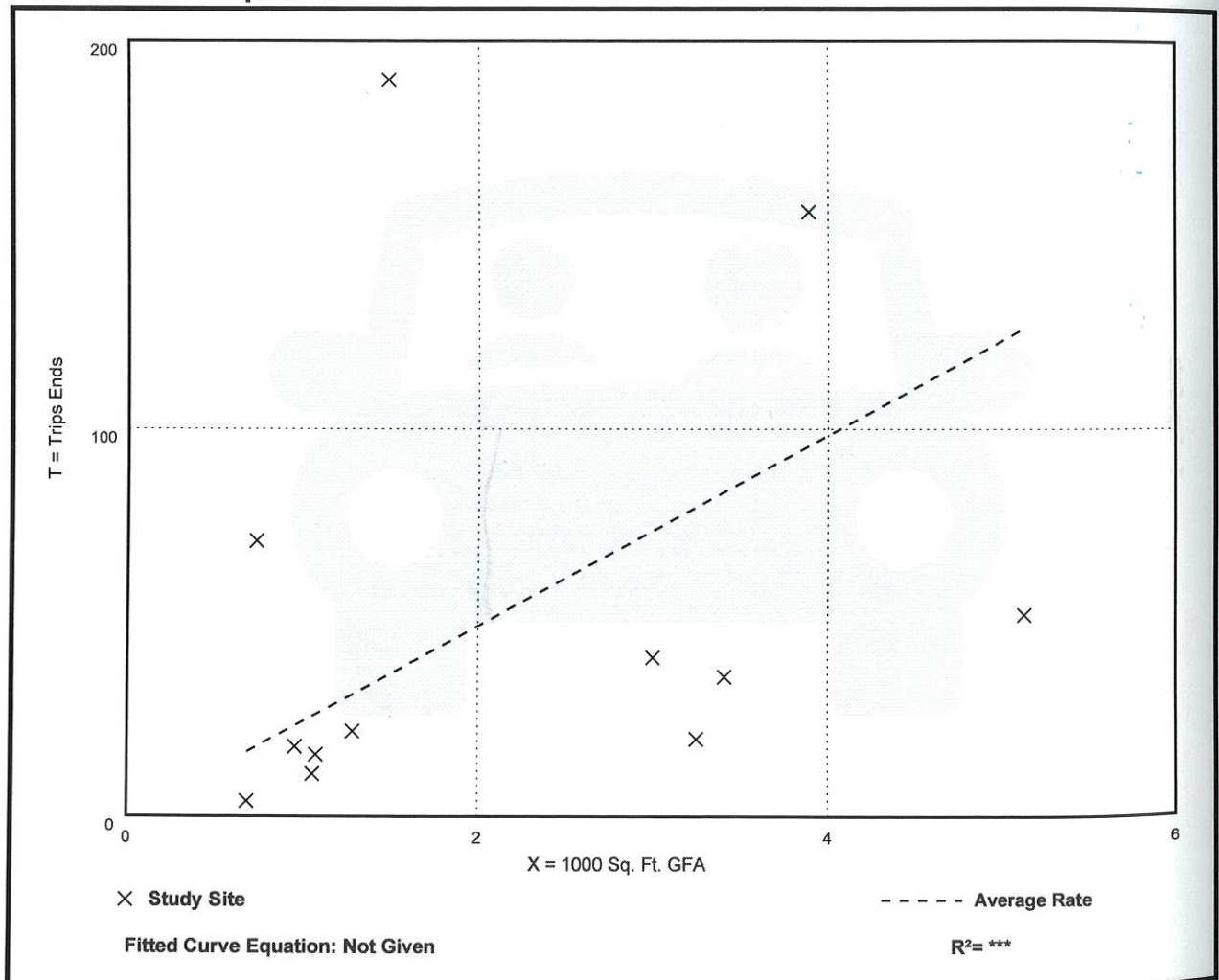
Avg. 1000 Sq. Ft. GFA: 2

Directional Distribution: 49% entering, 51% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

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

Data Plot and Equation



ANCHORAGE DAILY NEWS

Planning Commission Meeting
August 17, 2026
27 of 140

AFFIDAVIT OF PUBLICATION

ACCOUNT #: 100670

CAMPAIGN #: 56279

COST: \$602.60

STATE OF ALASKA
THIRD JUDICIAL DISTRICT

Lisi Misa
being first duly sworn on oath
deposes and says that she is
a representative of the
Anchorage Daily News, a
daily newspaper. That said
newspaper has been approved
by the Third Judicial Court,
Anchorage, Alaska, and it now
and has been published in the
English language continually as a
daily newspaper in Anchorage,
Alaska, and it is now and during
all said time was printed in an
office maintained at the aforesaid
place of publication of said
newspaper. That the annexed is
a copy of an advertisement as it
was published in regular issues
(and not in supplemental form)
of said newspaper on

June 17, 2026

and that such newspaper was
regularly distributed to its
subscribers during all of said
period. That the full amount of
the fee charged for the foregoing
publication is not in excess of
the rate charged private individuals.

Signed Lisi Misa

Subscribed and sworn to before

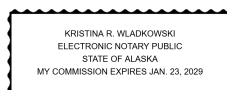
me this 6th day of July, 2026.

Kristina R. Wladkowski

Notary Public in and for
The State of Alaska.

Third Division
Anchorage, Alaska

MY COMMISSION EXPIRES
01/23/2029



Campaign Order Confirmation/Memo Invoice

Planning Commission Meeting
August 17, 2026
28 of 140

ANCHORAGE DAILY NEWS

Campaign No. 56279
Today's Date 12 Jun 2026
P.O. Number
Sales Rep Legals Rep

ANCHORAGE DAILY NEWS
300 W 31st Ave
Anchorage, AK 99503
Questions? Call us at **800.478.4200**

Bill-To

MAT SU BOROUGH
350 E DAHLIA AVE
PALMER, AK 99645
Tel: 907 861-8615
Account No: 100670

Client

MAT SU BOROUGH
350 E DAHLIA AVE
PALMER, AK 99645
Tel: 907 861-8615
Account No: 100670

Campaign Summary

Description	Little Flare LLC: Public Hearing
Start Date	6/17/2026
End Date	6/17/2026

Cost Summary

Gross Amount	\$626.64
Agency	\$0.00
Card Net Amount	\$626.64
Check/ACH Net Amount	\$602.60
Total	\$602.60

Pre-Payment Details

Pre-Payment Amount	Pre-Payment Date	Pre-Payment Card No.
--------------------	------------------	----------------------

No Pre-Payments on this order

Campaign Detail

Line No.	Product	Description	Ad Size(s)	Issue/Run Date	Card Amount	Check/ACH Amount
113187	Anchorage Daily News	Class Display - Legal	3x8	6/17/2026	621.44	597.60
113188	Affidavit	ADN Affidavit		6/17/2026	5.20	5.00

PUBLIC HEARING

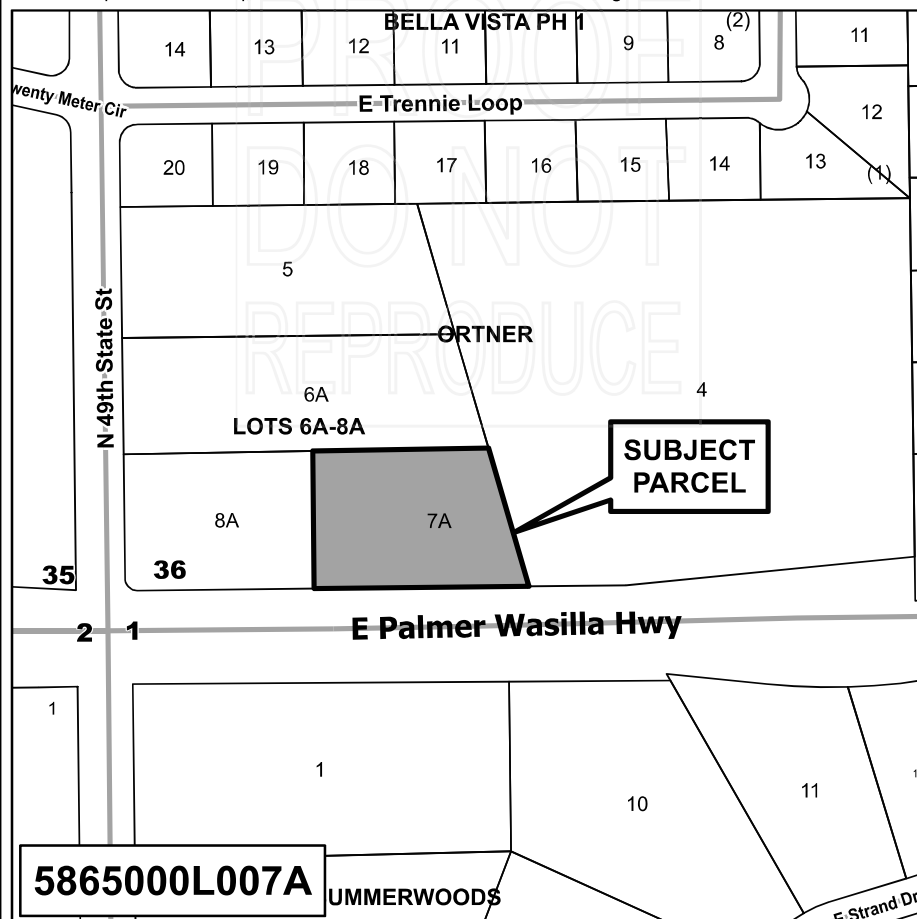
Jana Weltzin, on behalf of Little Flare LLC, applied for a Conditional Use Permit under MSB 17.60 – Conditional Uses for the Operation of a Marijuana Retail Facility. The proposed operation is at 9701 E. Palmer-Wasilla Highway (Tax ID# 5865000L007A).

The MSB Planning Commission will conduct a public hearing concerning the application on **Monday, August 17, 2026, at 6:00 p.m.** in the Borough Assembly Chambers at 350 E. Dahlia Avenue in Palmer. This may be the only presentation of this item before the Planning Commission, and you are invited to attend. Planning Commission members may not receive or engage in ex-parte contact with the applicant, other interested parties in the application, or members of the public concerning the application or issues presented in the application.

Application materials may be viewed online at www.matsugov.us by clicking “View All Public Notices & Announcements.” For additional information, contact Mark Whisenhunt, Current Planner, at (907) 861-7839. Provide written comments by e-mail to mark.whisenhunt@matsugov.us, or by mail to MSB Development Services Division, 350 E. Dahlia Avenue, Palmer, AK 99645.

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

Written comments are due on or before **July 15, 2026**, 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.





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

Use Current
Price List
(Notice 123)

Postage: Mailers must
postage stamps here



Duplicate Copy ☐

Number of Identical
Weight Pieces

13

Class of Mail

1st

Postage for Each
Mailpiece Paid

☐ Verified

Number of Pieces
to the Pound

45

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: _____

Total Number of
Pounds

4.502

Total Postage Paid
for Mailpieces

\$9.02

Fee Paid

\$13.50

Mailed For

Permit Center

Mailed By

Betty Jean 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.

Betty Martin
(Postmaster or Designee)



PS Form 3606, January 2017 (Page 1 of 1) PSN 7530-01-000-9980

See Reverse for Instructions.

Owner 1	Owner 2	Mailing Address Line 2	Mailing Address Line 1	Mailing Address City	Mailing Address State	Mailing Address Zipcode
1 SUPER SUDS CAR WASH & MORE LLC			1150 S COLONY WAY	PALMER	AK	99645
2 SJOSTROM RYAN S		STE 3 PMB 672	2310 AZURITE CT	ANCHORAGE	AK	99507-3140
3 D E SOUTHFORK LLC			6382 E BEECHCRAFT RD	WASILLA	AK	99654
4 B & R LLC			8507 LAVIENTO DR	ANCHORAGE	AK	99515
5 PEASE CHRISTOPHER & JONA			9905 E STRAND DR	PALMER	AK	99645-8925
6 WIRTANEN KEVIN R & ANDREA			9925 E STRAND DR	PALMER	AK	99645
7 HARPER TRAVIS LEE & DIANE JILL			9956 E STRAND DR	PALMER	AK	99645
8 ORTNER LVG TR			PO BOX 147	PALMER	AK	91426
9 900 TOWER HOLDINGS LLC			PO BOX 260770	ENCINO	CA	
10 BELLA VENTURES I LLC			PO BOX 260770	ENCINO	CA	91426-0770
11 DAVIES STEPHEN L & F N			PO BOX 4813	PALMER	AK	99645-4813
12 BEUCLER SIBYL R			PO BOX 876231	WASILLA	AK	99687
13 GATEWAY COMMUNITY COUNCIL			PO BOX 3525	PALMER	AK	99645

Gateway Community Council Directory

Gateway Community Council

Correspondence - Gateway CC

 council@gatewaycommunitycouncil.org

 P.O. Box 3525, Palmer, AK, 99645

Michelle L. Dempsey - President

Member 1 - Gateway CC

 Mdemp1776ctzn@gmail.com

 [\(907\) 433-9908](tel:(907)433-9908)

 605 N Golden Hills Dr, Palmer, AK, 99645

Chad Ragsdale - Vice President

Member 2 - Gateway CC

 gatewaycommunitycouncil@gmail.com

 [\(360\) 991-4631](tel:(360)991-4631)

 2490 S Paddock Dr, Wasilla, AK, 99654

Jacob Dempsey - Treasurer

Member 3 - Gateway CC

 jacob@jacobschaos.com

 [\(907\) 707-5090](tel:(907)707-5090)

Sandy Traini - Secretary

Member 4 - Gateway CC

 gatewaycommunitycouncil@gmail.com

 [\(907\) 250-6835](tel:(907)250-6835)

 5048 E Fetlock Dr, Wasilla, AK, 99654

Forest Musselman - At-Large

Member 5 - Gateway CC

 fmusselman@gmail.com

 [\(215\) 264-9286](tel:(215)264-9286)

From: [Mark Whisenhunt](#)
To: [Mark Whisenhunt](#)
Bcc: ["ben.white@alaska.gov"](#); ["kristina.huling@alaska.gov"](#); ["kyler.hylton@alaska.gov"](#); [MEA ROW](#); [row@enstarnaturalgas.com](#); [row@mtasolutions.com](#); ["ospdesign@gci.com"](#); [Brian Davis](#); [Fire Code](#); [Tom Adams](#); [Pre-Design & Engineering](#); [Katrina Kline](#); [Alex Strawn](#); [Planning](#); [Permit Center](#); [Michelle Olsen](#); [Shannon Bodolay](#); [Stephanie Nowers](#); ["council@gatewaycommunitycouncil.org"](#)
Subject: Request for Comments: Little Flare Marijuana Retail Facility CUP
Date: Thursday, June 18, 2026 1:13:00 PM

Greetings,

Jana Weltzin, on behalf of Little Flare LLC, applied for a Conditional Use Permit under MSB 17.60 – Conditional Uses for the Operation of a Marijuana Retail Facility. The proposed operation is at 9701 E. Palmer-Wasilla Highway (Tax ID# 5865000L007A).

The Planning Commission will conduct a public hearing on this request on August 17, 2026.

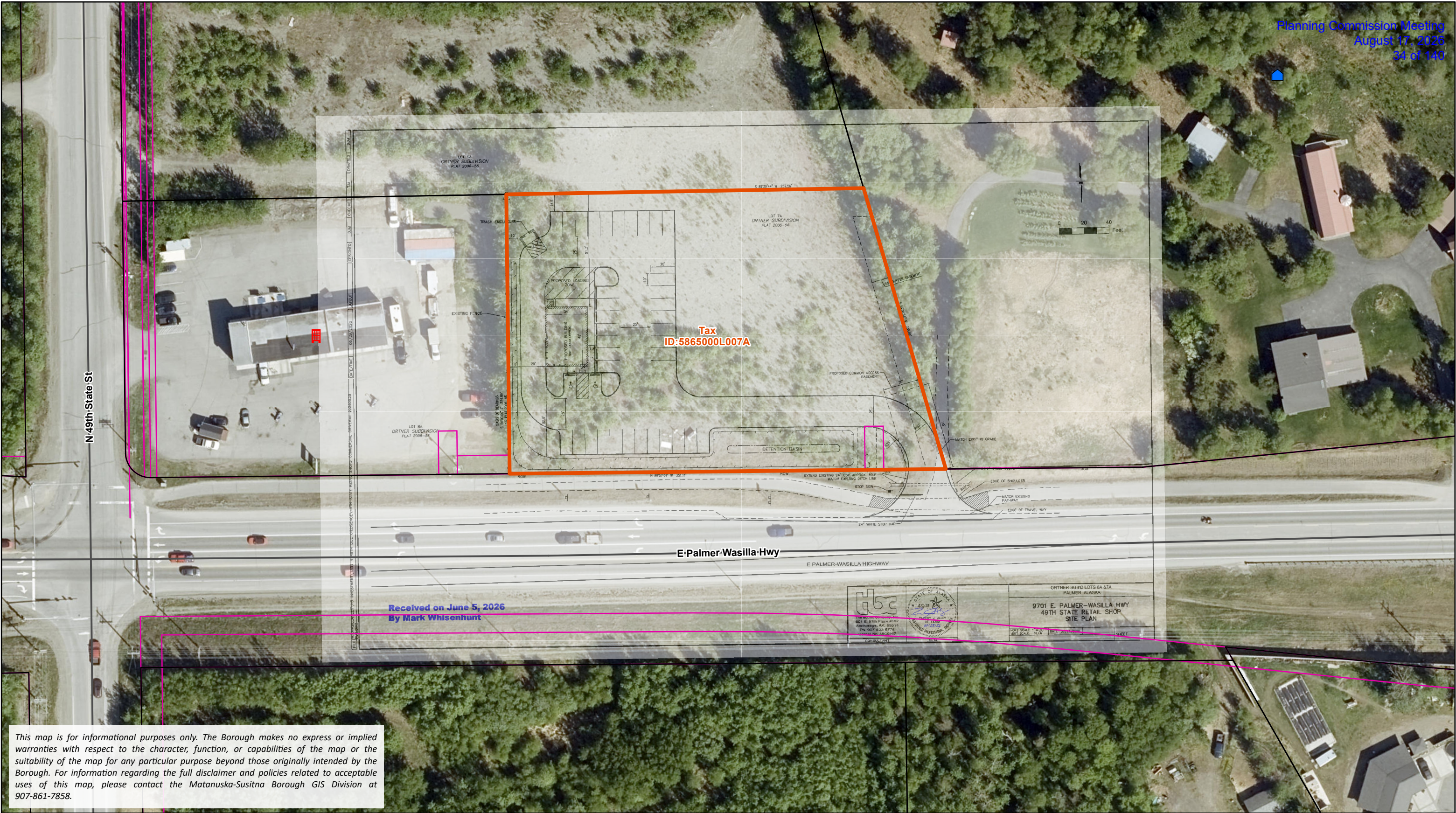
Application materials may be viewed online at www.matsugov.us by clicking on "View All Public Notices & Announcements". A direct link to the application material is here:

<https://matsu.gov/public-notice/conditional-use-permit-application-for-a-marijuana-retail-facility-known-as-little-flare>

Comments are due on or before **July 15, 2026**, and will be included in the Planning Commission packet for the Commissioner's review and information. Please be advised that comments received after that date will not be included in the staff report to the Planning Commission. Thank you for your review.

Respectfully,

Mark Whisenhunt
Current Planner
Planning Department
Matanuska-Susitna Borough
(907) 861-7839



Land Use Map

MSB Tax ID# 5865000L007A

Building Use

- Residential
- Commercial

— Roads

— ROW and Easements

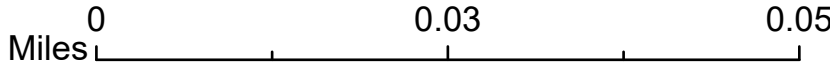
Lake

River

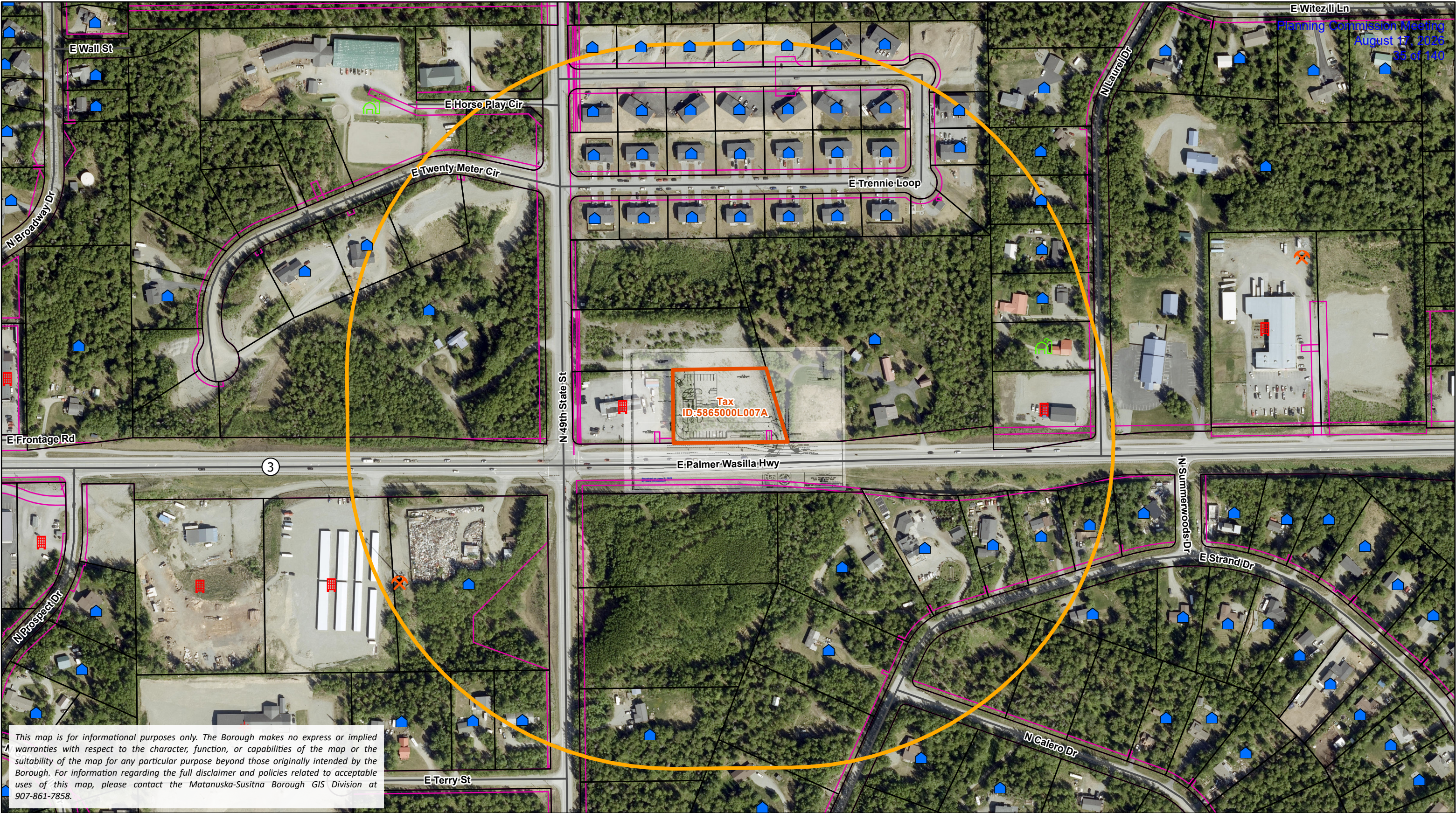
Wetland

Subject Parcel

Parcels



Path: M:\Product\Planning\Permitting\Conditional_Use_Permitting\aprx



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



Land Use Map

MSB Tax ID# 5865000L007A

Building Use

Religious

Residential

Commercial

Industrial

Agricultural

Mileposts

Roads

ROW and Easements

Lake

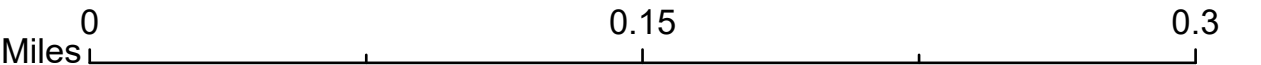
River

Wetland

Subject Parcel

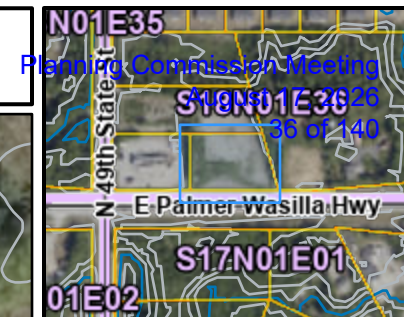
Parcels

Subject Parcel 1000 ft Buffer





Parcel Map



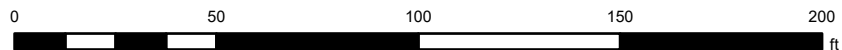
Legend

-  Mat-Su Borough Boundary
-  Address Numbers
-  Parcels
-  Lot and Block Numbers
-  Section Lines
- RGB
 -  Red: Band_1
 -  Green: Band_2
 -  Blue: Band_3

Notes

Generated on 15.07.2026 (dd/mm/yyyy)
Topography

THIS MAP IS NOT TO BE USED FOR NAVIGATION

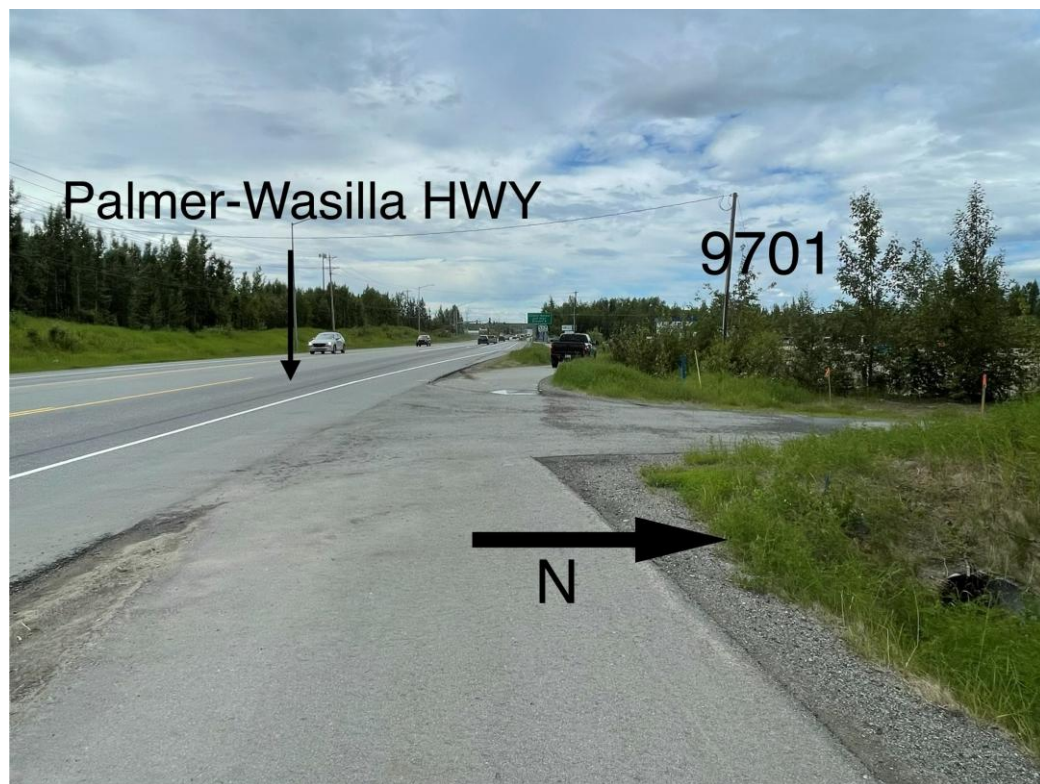
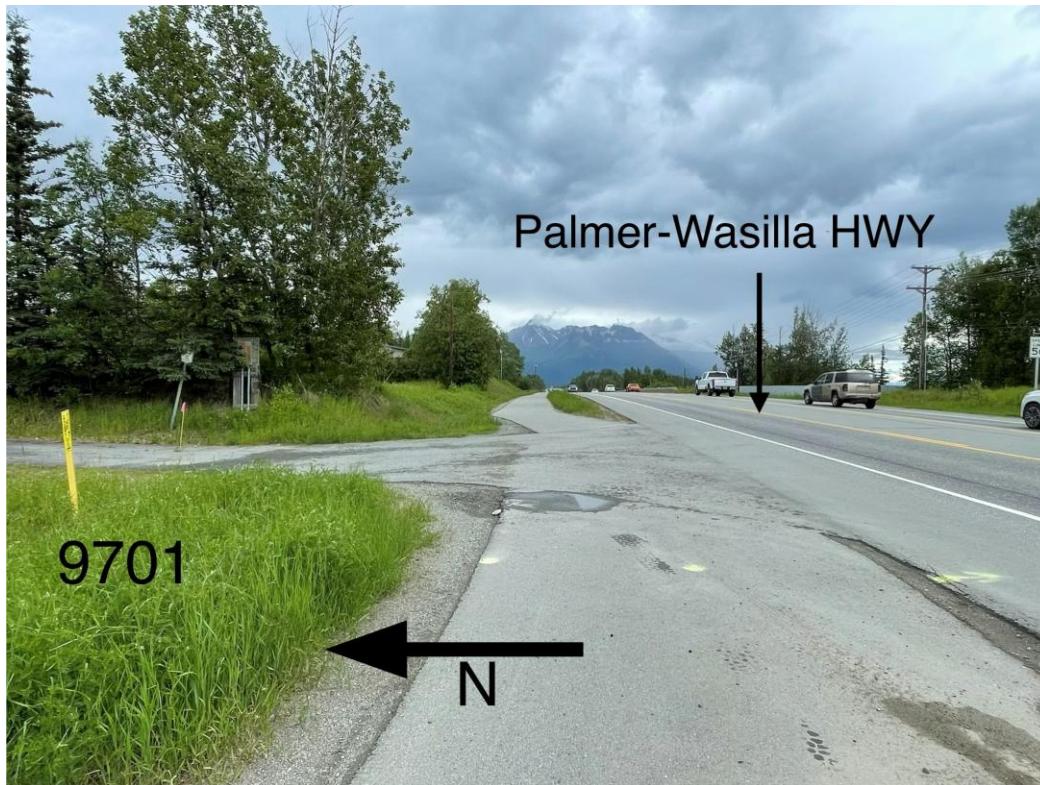


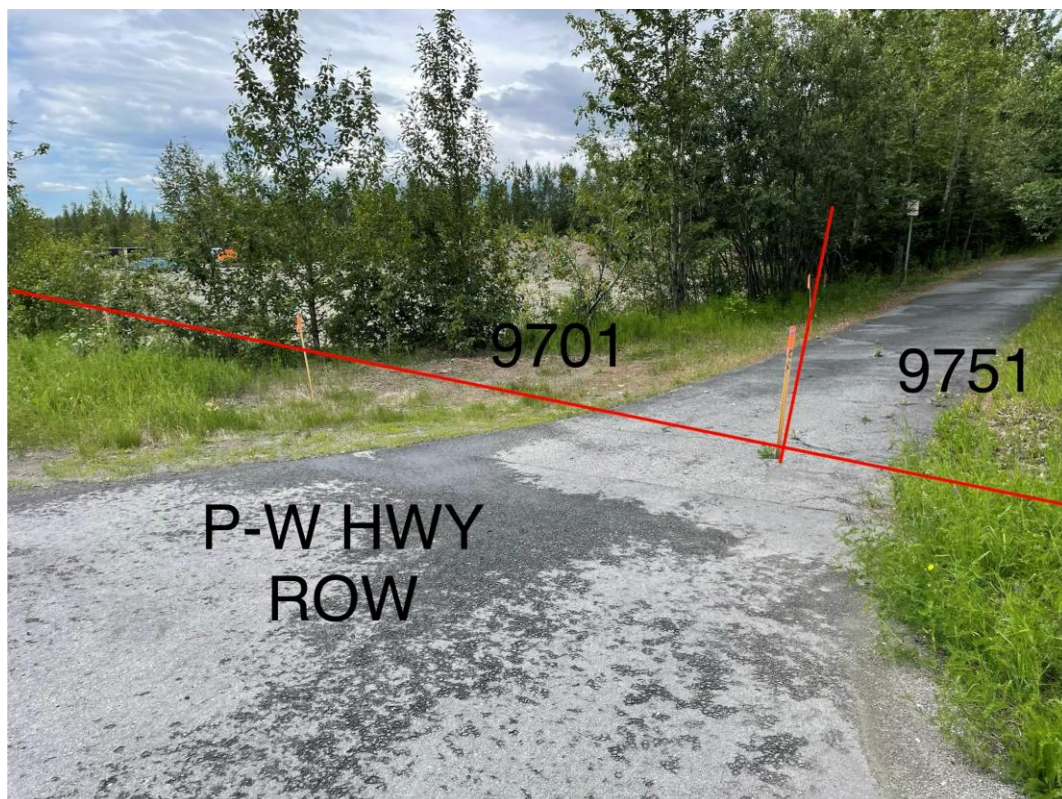
NAD 1983 State Plane Alaska 4 FIPS 5004 Feet

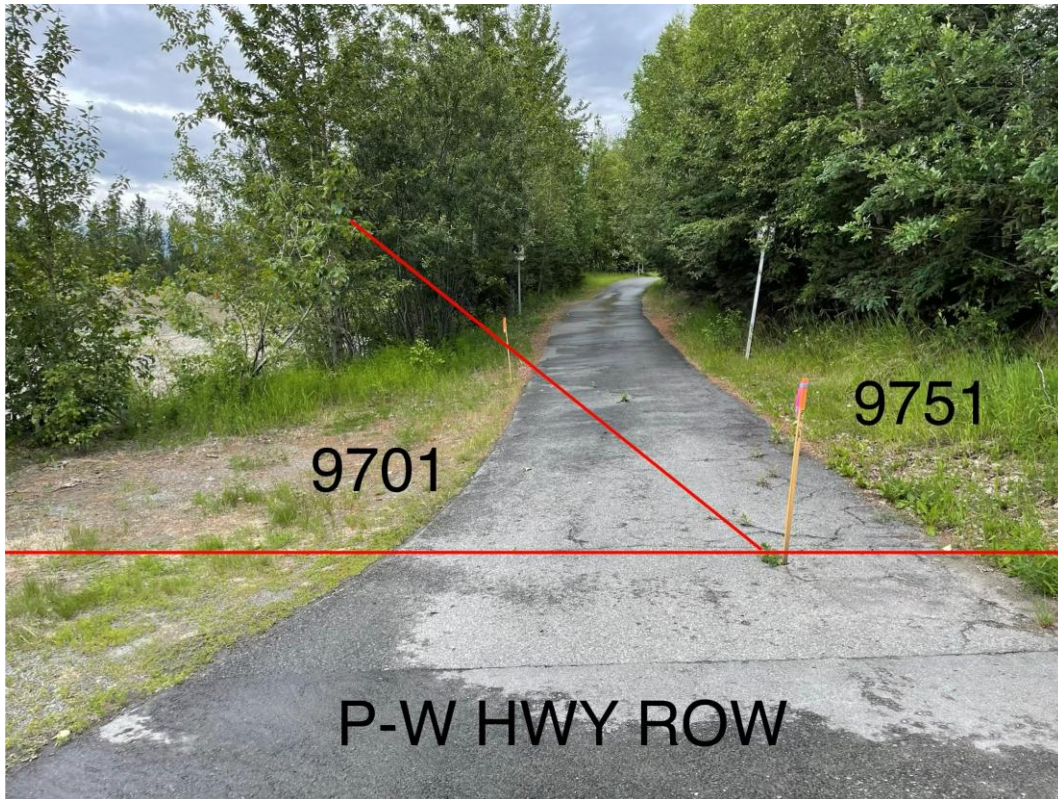


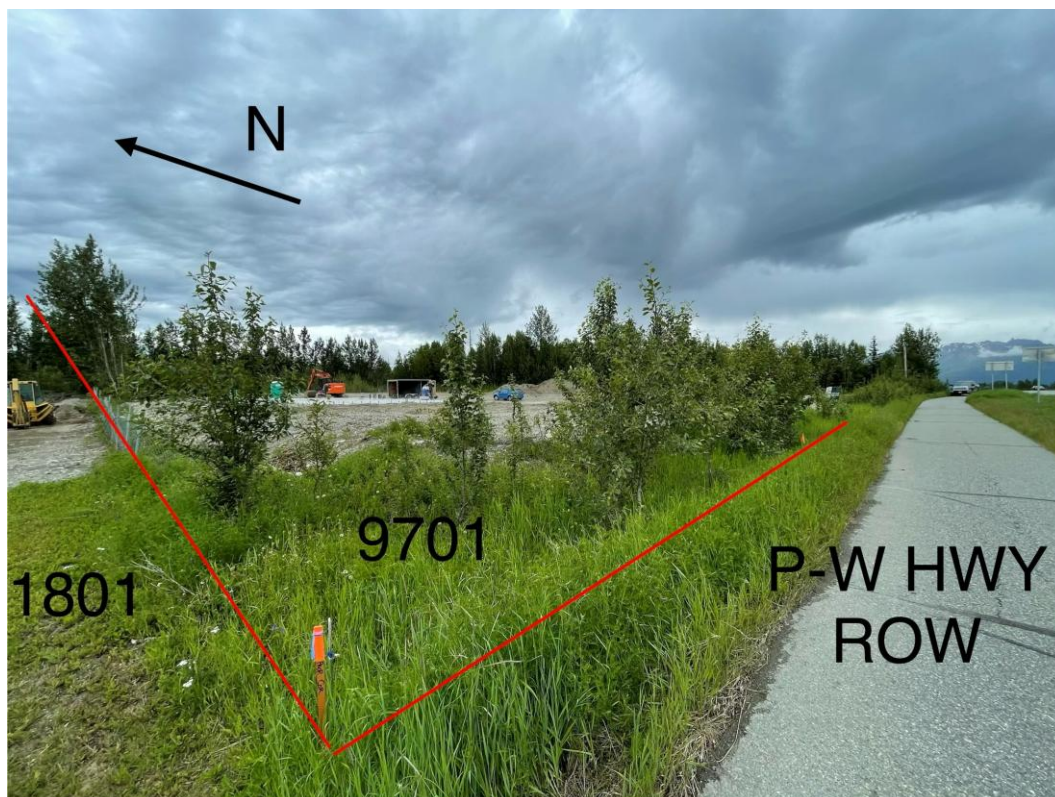
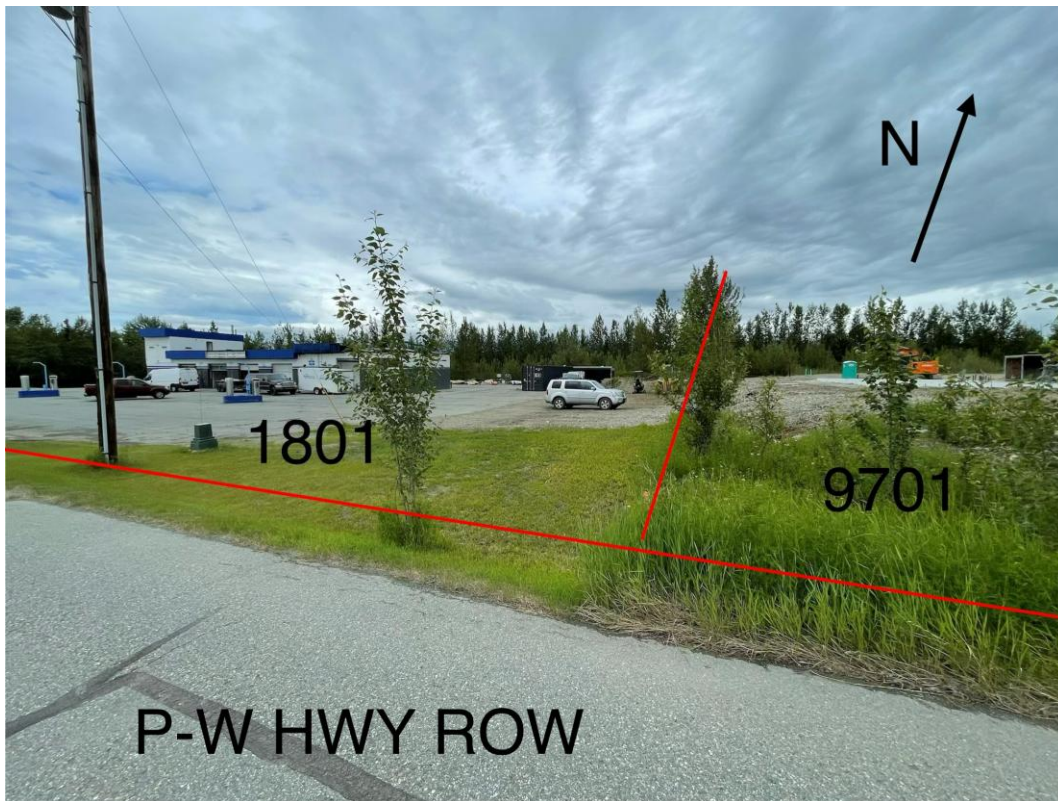
This map is solely for informational purposes. The Borough makes no express or implied warranties with respect to the character, function, or capabilities of the map or the suitability of the map for any particular purpose beyond those originally intended by the Borough. For information regarding the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

**Photos taken by
Mark Whisenhunt
during July 6, 2026
site visit**



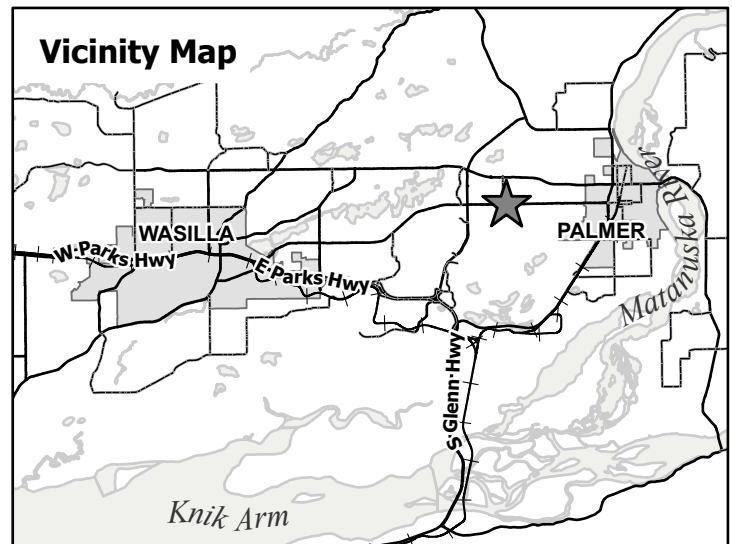






VICINITY MAP

0 1,000 Feet



SITE PLAN

FILE: H:\WASILLA\FILES\H3 INVESTMENT\1851 N 49TH DUE DILIGENCE\49TH STATE RETAIL SHOPS COMMERCIAL DRIVEWAY-20260528
REV: DWG
DATE/TIME: 05/29/2026
LAYOUT
DESIGNED: DJM
CHECKED: TJA
DRAFTED: DJM

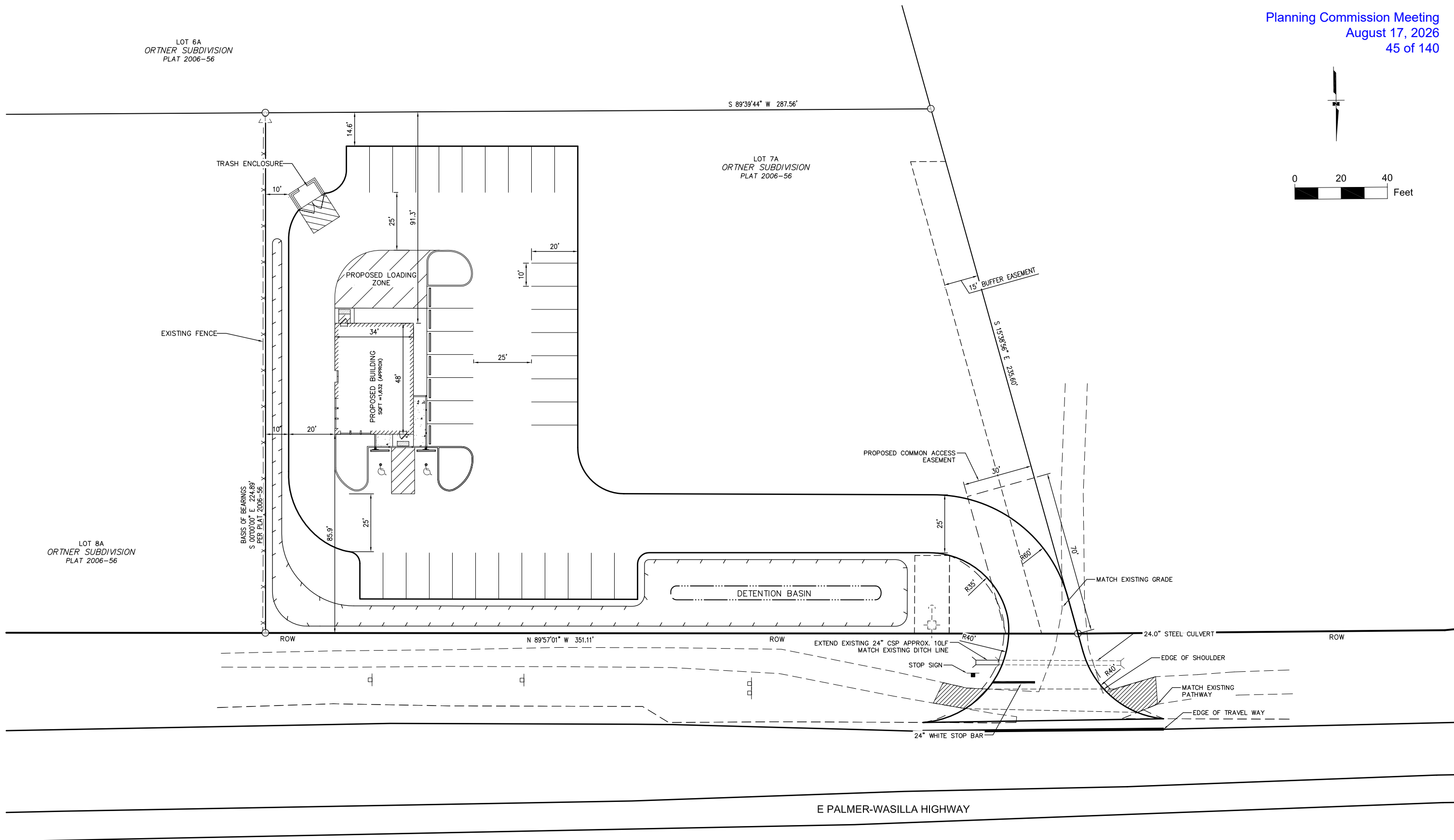
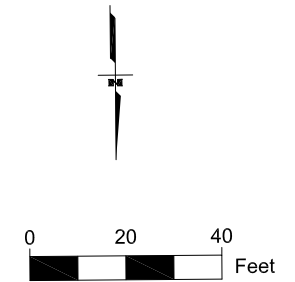
Received on June 5, 2026
By Mark Whisenhunt

LOT 8A
ORTNER SUBDIVISION
PLAT 2006-56

LOT 6A
ORTNER SUBDIVISION
PLAT 2006-56

LOT 7A
ORTNER SUBDIVISION
PLAT 2006-56

Planning Commission Meeting
August 17, 2026
45 of 140



H3
The Boutet Company, Inc.
601 E. 57th Place #102
Anchorage, AK 99518
Ph. 907-522-6776
License No. AECC957

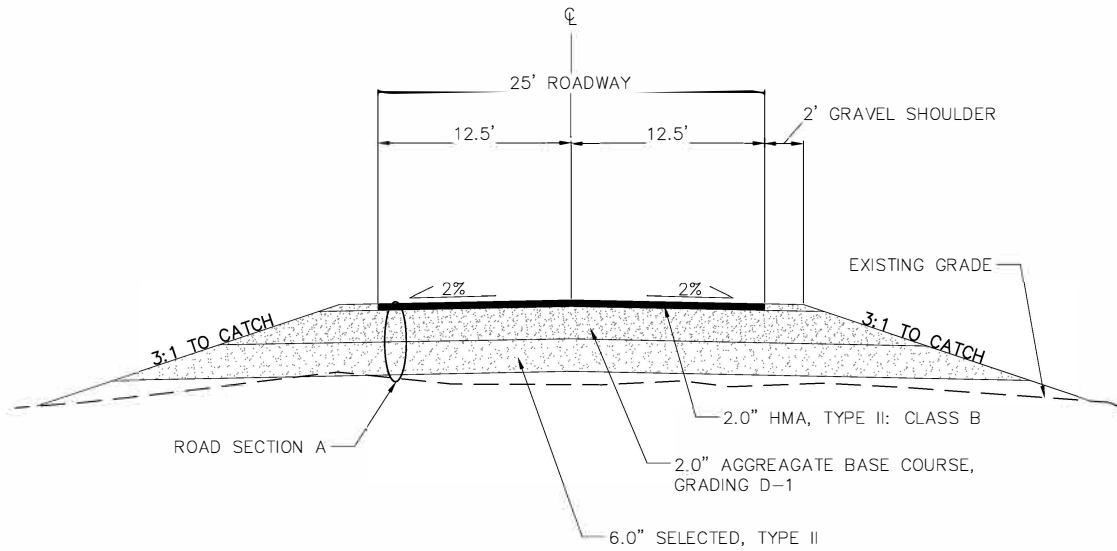
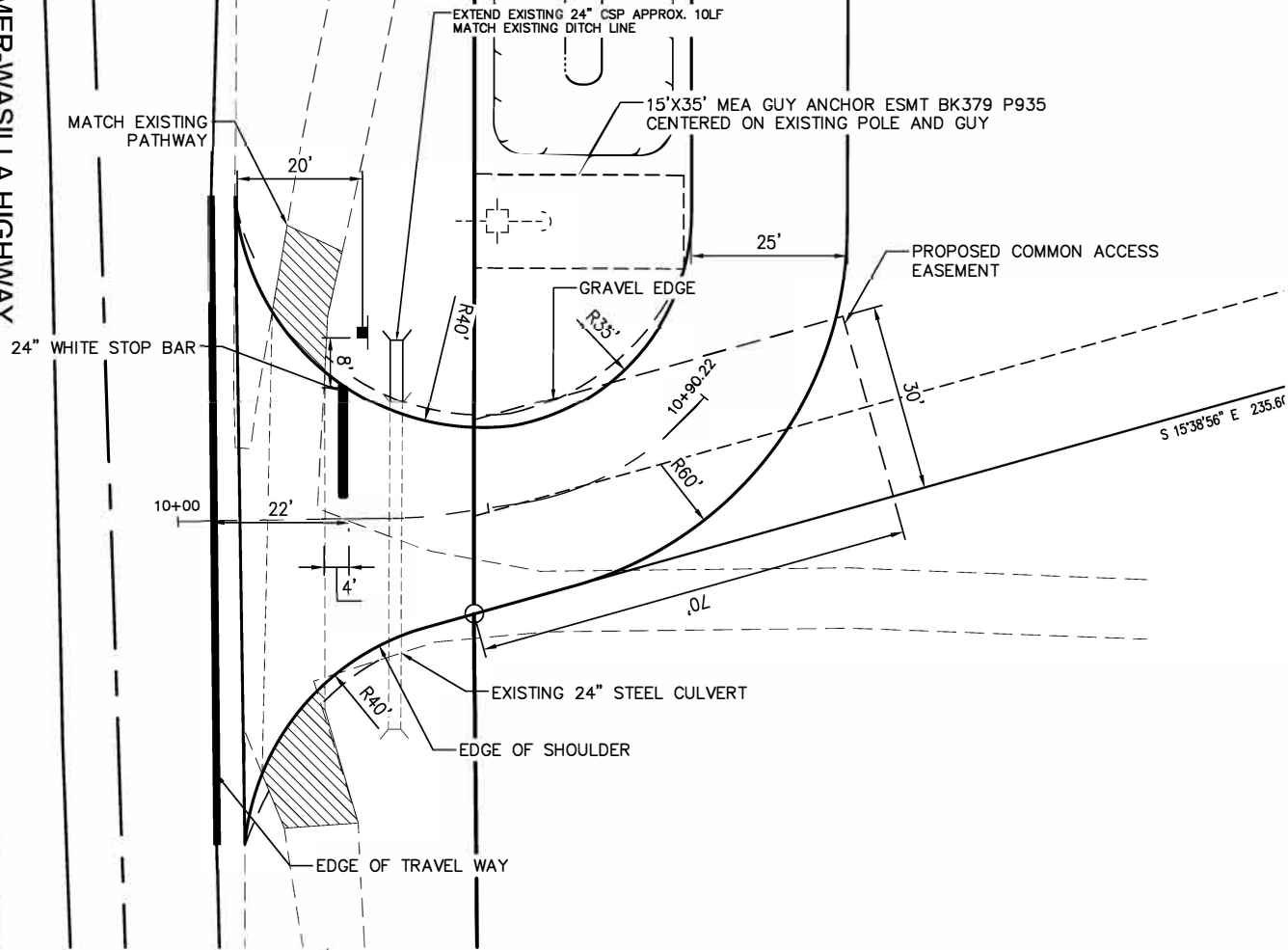
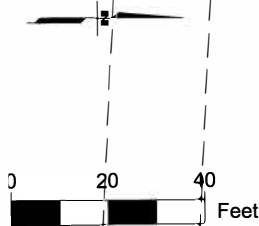
STATE OF ALASKA
49TH
TIMOTHY J. ALLEY
CE 14368
05/29/26
REGISTERED PROFESSIONAL ENGINEER

ORTNER SUB'D LOTS 6A & 7A
PALMER, ALASKA

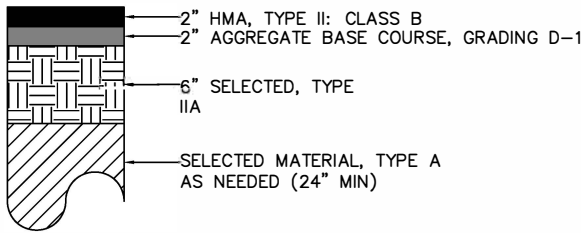
9701 E. PALMER-WASILLA HWY
49TH STATE RETAIL SHOP
SITE PLAN

HORIZ SCALE: 1"=20'
VERT SCALE: N/A
DATE: 05/29/2026
SHEET

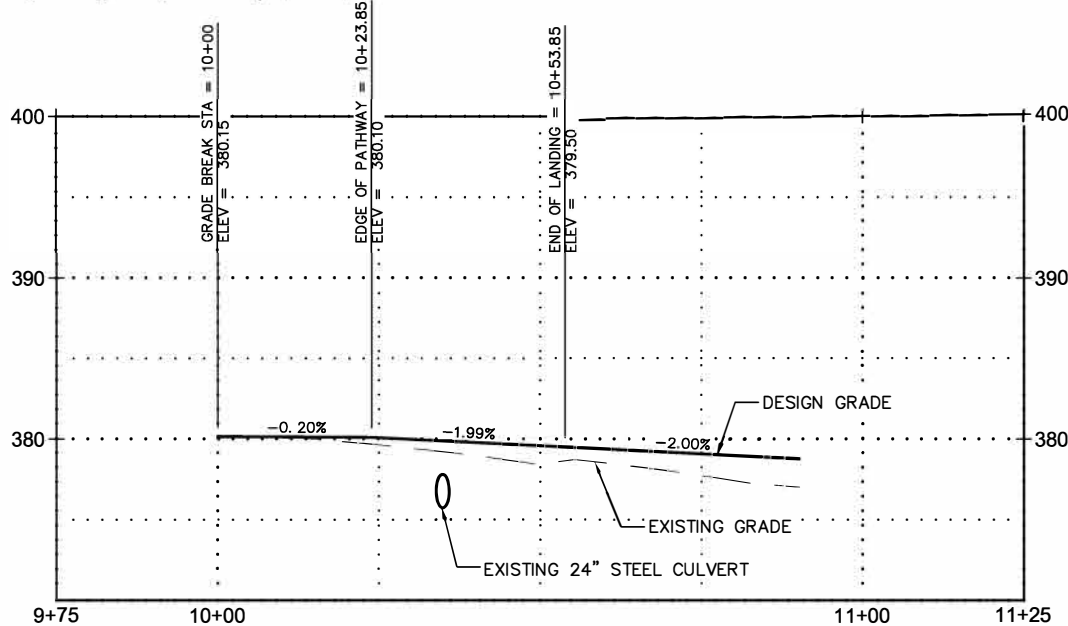
E PALMER-WASILLA HIGHWAY



9701 E. PALMER-WASILLA HWY
DRIVEWAY TYPICAL SECTION



ROAD SECTION A



NOTE:
SELECTED MATERIAL, TYPE IIA SHALL MEET
THE GRADATION OF SELECTED MATERIAL
TYPE A WITH 100% PASSING 3" SIEVE

 The Boutet Company, Inc. 601 E. 57th Place #102 Anchorage, AK. 99518 Ph. 907-522-6776 License No. AECC957		ORTNER SUB'D LOTS 6A & 7A PALMER, ALASKA	
		9701 E. PALMER-WASILLA HWY. 49TH STATE RETAIL SHOP DRIVEWAY DETAILS	
CONSULTANT		SEAL	HORZ SCALE: 1"=15' VERT SCALE: N/A
		DATE: 05/29/2026	SHEET

FILE: \\WASILLA\FILES\H3 INVESTMENT\1851 N 49TH DUE DILIGENCE\49TH STATE RETAIL SHOPS COMMERCIAL DRIVEWAY-20260528
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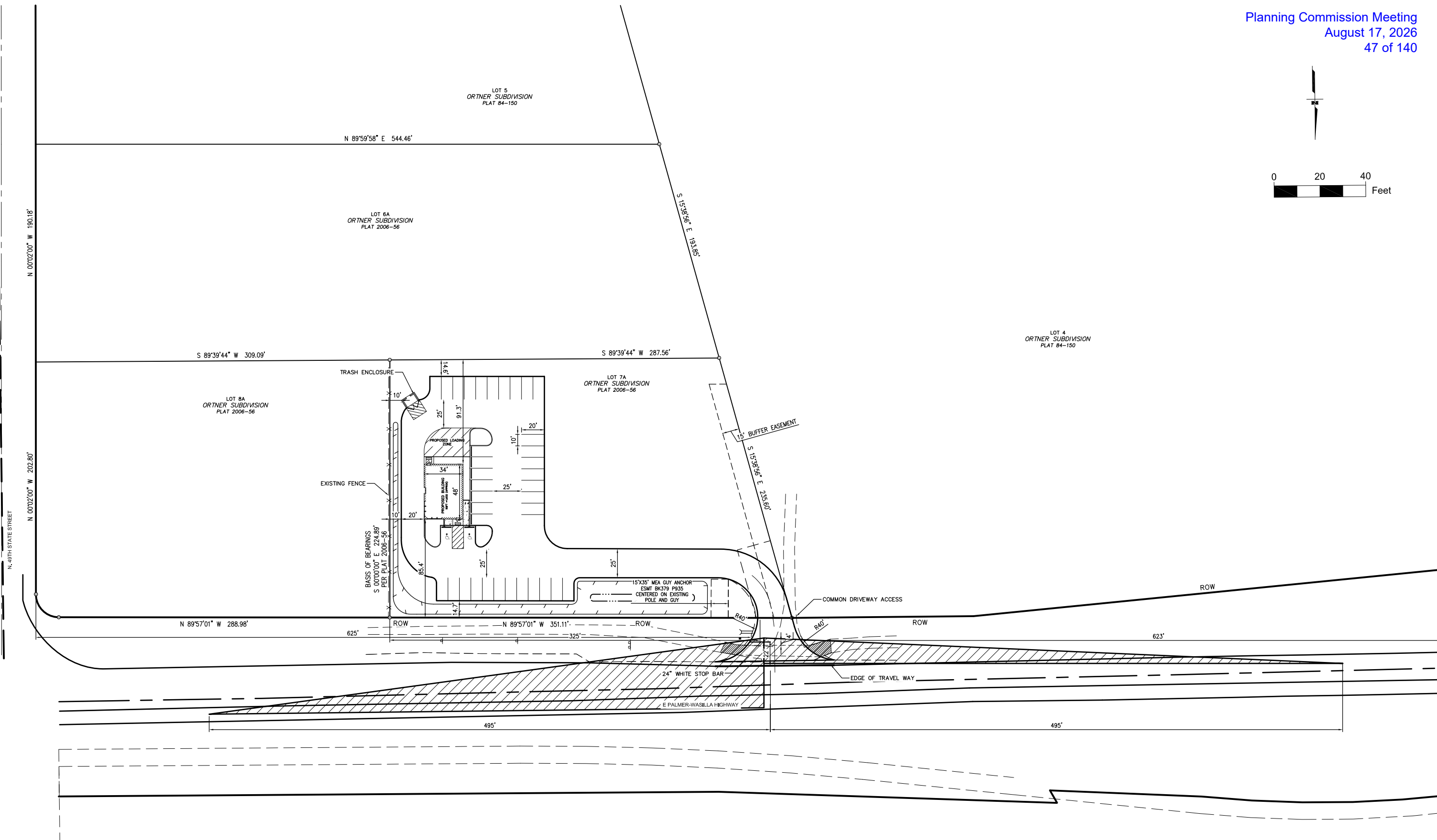
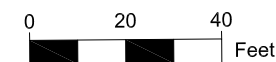
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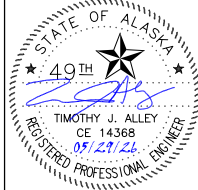
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05/29/2026

LAYOUT

Planning Commission Meeting
August 17, 2026
47 of 140



 The Boutet Company, Inc. 601 E. 57th Place #102 Anchorage, AK 99518 Ph. 907-522-6776 License No. AECC957		ORTNER SUB'D LOTS 6A & 7A PALMER, ALASKA		
		9701 E. PALMER-WASILLA HWY. 49TH STATE RETAIL SHOP SITE DISTANCE		
CONSULTANT	SEAL	HORZ SCALE: 1"=40' VERT SCALE: N/A	DATE: 05/29/2026	SHEET

APPLICATION MATERIAL



MATANUSKA-SUSITNA BOROUGH

Planning and Land Use Department

Development Services Division

350 East Dahlia Avenue • Palmer, AK 99645

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

Email: permitcenter@matsugov.us

RECEIVED

MAY 18 2026

Mat-su Borough
Development Services

CONDITIONAL USE PERMIT FOR MARIJUANA RELATED FACILITIES – MSB 17.60

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

Application fee must be attached:

☒ \$1,500 for Marijuana Retail Facility
☐ \$1,500 for Marijuana Cultivation Facility

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

Required Attachments for a Marijuana Cultivation Facility:

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

Required Attachments for Both Retail and Cultivation Facilities:

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

Subject Property: Township: 18N, Range: 01E, Section: 36, Meridian: Seward
MSB Tax ID# 5865000L007A

SUBDIVISION: ORTNER RSB L/6-8 BLOCK(S): , LOT(S): 7A
STREET ADDRESS: 9701 E Palmer-Wasilla Hwy Palmer, Alaska 99645, United States
FACILITY / BUSINESS NAME: Little Flare, LLC

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

Name of Property Owner

900 TOWER HOLDINGS LLC

Mailing: PO Box 260770

Encino, CA 91426

Phone: Hm Fax

Wk Cell 830-285-7969

E-mail cjohnson@amgland.com

Name of Agent / Contact for application

Jana Weltzin

Mailing: 901 Photo Ave, Second Floor

Anchorage, AK 99503

Phone: Hm (907) 231-3750 Fax (360) 453-3750

Wk Cell 1 (630) 913-1113

E-mail jana@jdwounsel.com

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

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

In order to grant a conditional use permit under MSB 17.60, the Planning Commission must find that each of the following requirements have been met. Explain the following in detail:	Attached
Is the conditional use compatible with and will it preserve or not materially detract from the value, character and integrity of the surrounding area?	Yes, Please Review Narrative
Will the granting of the conditional use permit be harmful to the public health, safety, convenience and welfare?	No
Are sufficient setbacks, lot area, buffers and other safeguards being provided?	Yes
Does the conditional use fulfill all other requirements of MSB Chapter 17.60 pertaining to the conditional use in this section?	Yes
Describe measures taken to prevent any potential negative effect upon other properties in the area due to such factors as noise and odor.	Contained in Narrative
Describe measures taken to reduce negative effects upon adjacent properties by: - Increased property line and right-of-way buffers - Planted berms and landscaping - Site and building design features which contribute to the character of the surrounding area	Contained in Narrative
Describe how this use is compatible with the character of the surrounding area.	Contained in Narrative
Current status of State License application process – 17.60.150 (D) (1)	Approved by MCB

17.60.170 Standards for Marijuana Retail Facilities:	Attached
Describe how the subject parcel is appropriate for the proposed conditional use. Include information detailing: • The proximity of the proposed use to existing businesses; • The proximity of parcels developed with residential uses; • Whether the roads associated with the proposed use have been, or will be, appropriate for commercial use; and • Proposed hours of operations.	Attached
Provide information showing minimum parking standards have been met as required by MSB 17.60.170 (B) and (C).	Attached

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

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

MSB Tax account #(s) 5865000L007A and, I hereby apply for approval of a conditional use permit to operate a marijuana related facility on the property as described in this application.

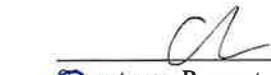
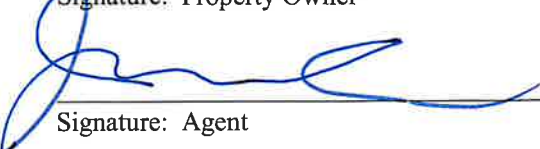
I understand all activity must be conducted in compliance with all applicable standards of MSB 17.60 and with all other applicable borough and state.

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

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

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

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

	Cameron Johnson - Member of 900 Tower Holdings, LLC
Signature: Property Owner	Printed Name Date 05 / 15 / 2026
	Jana Weltzin 5/18/2026
Signature: Agent	Printed Name Date



Title	CUP Application - Little Flare Retail V.1 NC V.2 BM.pdf
File name	CUP%20Application...NC%20V.2%20BM.pdf
Document ID	3e7c942b7fe88c235fff138ecee0f8a051232ad1
Audit trail date format	MM / DD / YYYY
Status	Signed

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brenda@jdwounsel.com
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IP: 64.4.231.87



COMPLETED

05 / 15 / 2026

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The document has been completed.

RETAIL MARIJUANA STORE CONDITIONAL USE PERMIT NARRATIVE

Little Flare, LLC

DBA Little Flare

a locally owned and operated business

Submitted: _____, 2026

Prepared by:



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

On behalf of:

Little Flare, LLC

Introduction:

We are pleased to introduce lifelong Alaskan Olivia Willis. Olivia has been operating multiple marijuana facilities, from the ground-up, in the great State of Alaska for the past seven (7) years. Olivia is an ethical and hard-working mother who is ready to begin this next chapter.

This Conditional Use Permit (“CUP”) application for a Retail Marijuana Store is requesting consideration and approval from this Honorable Planning Commission. Little Flare’s Retail application was approved by the Alaska Alcohol & Marijuana Control office (“AMCO”) during the April 15/16 2026 meeting in Nome Alaska.

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

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

✓ The proposed use is compatible with adjacent properties and fits succinctly into the area as there is a mix of uses in the area – the area consists of large lots that house commercial uses, adjacent to the proposed location, such as Super Suds Car Wash, AK Park and Storage, Paws Up Pet Salon (PUPS), PetZoo – Animal Food Warehouse and Grant Metal. The property faces the E. Palmer-Wasilla Highway and is situated for commercial use. The entire licensed area, including the restroom, pack/prep/inventory storage rooms, and the retail sales floor, will be approximately 1,632 square feet with a 228 square foot covered entry. The proposed use fits into the surrounding uses’ harmony in size and design. The facility is composed of a wood structured frame, corrugated metal/fiber cement panel/cultured stone/cedar & pine T&G siding with metal molding in natural earthy tones. The facility is located on an 1.66-acre lot off the E Palmer-Wasilla Highway located in the ORTNER RSB L/6-8 subdivision of the Matanuska-Susitna Borough. The surrounding area of the property is bordered by a mixture of commercial use, industrial use, residential homes and vacant lots. There are no sensitive uses within the required 1000 foot as-the-crow-flies measurement as outlined in MSB 17.60, the closest sensitive use is school grounds – Colony High School, which is over 2500 feet from the facility to the lot line of the school grounds or Valley Creative Minds Preschool which is over 2000 feet from the facility to the lot line of the school grounds. Therefore, the proposed use does not detract from the surrounding area’s character, value, and integrity of the surrounding area, however, the applicants are aware of the residential uses nearby, and will take extra care to be responsive to neighbors if any concerns arise regarding the commercial nature of this proposed use. The facility will not produce any undue noise pollution and has an odor control method in place. It is not expected that the retail facility will generate smell, but regardless the retail will have odor controls. There will be no onsite consumption allowed at this proposed retail establishment. Exterior lights will be installed downward facing to ensure mitigation of light pollution. This retail facility will be operated by knowledgeable licensees who are in the industry, have the education and training to aide in smooth operations; ordinance compliance; regulation compliance etc., has a multitude of industry contacts, and will ensure that this use does not detract from the value, character, and integrity of the surrounding area.

✓ The applicants will ensure that the proposed use will not emit odor, will not produce excess dust, will have limited noise, and will have sufficient parking and loading in order to cut down on traffic generation in front of the premises and on the side-street thus fitting in with adjacent property uses. The facility design utilizes natural landscape screening in the back of the lot and meets the required setback from the side street. The proposed use will meet all compatible uses allowed on adjacent properties and will improve the overall neighborhood as the premises will not emit odor, will not produce excess dust, will not produce noise pollution, and will have parking and loading on the licensed premises to cut down traffic congestion on the street, thus fitting in with adjacent property uses. As detailed in the attached site plan, there will be ample space for parking on the premises and will have appropriate accessibility spaces under the Americans with Disabilities Act.

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

✓ In the event a non-employee/agent of the company needs to access the restricted access area, the company visitor policy will be adhered to. A visitor will need to show their valid photo identification and obtain a visitor badge which must be visibly displayed on their persons at all times in restricted access areas. All visitors must be pre-approved by a Licensee or management (with the exception of AMCO officials, law enforcement, or an agent of the Matanuska Susitna Borough) - there should be no un-scheduled and unexpected visitors. To maintain the security of the facility and all marijuana products, access the facility will always be monitored and restricted. Access will only be granted to employees and licensees, AMCO agents, law enforcement, and the limited exception of scheduled pre-approved visitors. Additionally, Little Flare’s exterior signage will indicate that any members of the public are not allowed unescorted access and will be clearly displayed on the door. Distinct and apparent cameras will be placed throughout and around the facility to encourage people to not attempt access.

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

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

✓ The facility is a commercial marijuana retail store and will only allow access to those who are at least 21 years of age or older. No persons will be allowed access to any marijuana or marijuana products at any time, unless under direct supervision of a Little Flare’s licensee or employee, as all marijuana and marijuana product must be stored in the restricted access area per

AMCO regulations. There is no on-site consumption is allowed at this retail establishment, and no customers will be allowed to consume in their vehicles in the parking lot. A Little Flare employee shall perform regular parking lot and perimeter checks throughout the day, frequent but unscheduled, so no member of the public picks up on a scheduled pattern, to ensure that no persons are loitering and to ensure that no customers are consuming product on the property and/or in their vehicles.

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

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

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

✓ The facility will have a 24-hour monitoring alarm system, bright, prominent exterior lighting that is downward facing to minimize light pollution to neighboring lots, and video surveillance. All entrances are secured by commercial locking mechanisms and video surveillance to capture individuals within 20 feet. Inside the licensed premises, video surveillance will cover all areas of the facility (with exception of the bathroom) 24/7 (which is stored for a minimum of 40 days) to monitor and identify all activity. All visitors must be pre-approved by a licensee or a manager (with the exception of AMCO agents, MSB agents, and law enforcement). To maintain the security of the facility and all marijuana products, access to the facility will always be monitored and restricted. Access to restricted areas will only be granted to employees and licensees, AMCO agents, MSB agents, law enforcement, and the limited exception of scheduled pre-approved visitors and those customers over the age of 21. Distinct and apparent cameras will be placed throughout and around the facility to encourage people to not attempt unauthorized access.

✓ On-site video surveillance will continuously monitor all areas of the premises where marijuana is present, including areas where marijuana is packaged, sold, and stored. Employees will perform mandatory inventory counts each week, check counts against Metrc records, compare with point-of-sale reports to ensure no diversion or inversion is occurring, and document the reports as official business records. Little Flare will not tolerate theft, inversion, and diversion, and all employees will complete mandatory training to recognize such activity. Little Flare management team understands that diversion can happen in two ways - inversion and diversion - and it can be equally profitable to divert product out of the legal system as it is diverting product

from the illegal system into the legal market. If an employee is caught stealing marijuana OR infusing the facility with non-regulated black-market product, Little Flare will notify local law enforcement immediately, comply with all directives, and provide all necessary information and records for the investigation. Little Flare will take the necessary steps to ensure that illegal conduct by an employee does not compromise the facility's license and legitimate business operations. Once a theft is reported, the licensees or manager will update the product records in the tracking system, as needed, to maintain an accurate and comprehensive accounting for all marijuana products and inventory. The licensee and/or manager will comply with all inquiries and investigations lodged by AMCO. Documentation related to marijuana theft will be maintained as a business record for five (5) years and made available to AMCO upon request. Video recordings will be stored for forty (40) days. Cameras will provide a full view of the entryway, retail sales area, point of sale system and cash registers, safes, money counting areas, and marijuana/marijuana product storage areas. Security monitors and video recording equipment will be securely located onsite.

✓ Qualified candidates will be hired on probationary period during which time they will receive training and evaluation specific to their position. Training will include marijuana industry trends; customer care; food handling; safety precautions and procedures; legal issues; and state and federal regulations. Training will be refreshed as needed, as well as when new regulations or products are introduced. Employees will be required to demonstrate their knowledge of these concepts before their training will be considered complete. Informative packets will be provided to employees and supplemented/updated as needed. These packets will cover; Marijuana cannabinoids; strain ratios; marijuana benefits and risks; local community concerns to address, general Alaska marijuana law; employment regulations; store policies; security and safety procedures; measures for the prevention of diversion, inversion and theft; recognizing forged, altered, or invalid identification, as well as signs of intoxication; in-depth information about job duties and responsibilities; response procedures for robberies, earthquakes, and other emergencies; statutes regarding confidentiality. Employees will receive semi-annual performance evaluations to ensure that they have retained their training information, and the store remains compliant. As proper safety and security procedures are of utmost importance to Little Flare, the most up-to-date reading materials will always be available to employees. Prior to beginning work, employees will be expected to understand the following: (1) Alaska laws, regulations, and codes governing the marijuana industry and marijuana establishments; (2) all of the permitting requirements to act as a marijuana handler (including obtaining a Marijuana Handler card from a state-approved course provider before commencing employment) and to work in a marijuana establishment; (3) Little Flare standards, operational protocol, and best practices concerning marijuana retail sales; (4) general safety procedures and security protocol; (5) how to think defensively if threatening situations occur, and how to recognize the signs of impairment, drug abuse, and instability; (6) in-depth information about our particular strains and marijuana related products; (7) in-depth information on the requirements of each room, task, and system; (8) the general federal, state, and local employment regulations by which Little Flare is governed; and (9) retail-specific education. To ensure full coverage for each position, all employees will be cross-trained on the requirements of each job.

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

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

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

✓ As described previously, Little Flare is located within an 1.66-acre parcel. This application and the layout of Little Flare meet the required setbacks, buffers, and lot area. The entire retail operation is enclosed in a commercial-grade building.

✓ There will be plenty of on-site parking for this use, including accessible spaces. Little Flare’s facility is 1,632 square feet, per MSB 17.60.150, the retail store requires 5 parking spaces (1 space per 350 sqft). Little Flare has 35 10W x 20L parking spaces, and two ADA parking spaces – 10’W x 20’L with a 10’ shared isle.

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

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

✓ The lighting fixtures will be positioned at an inaccessible height with sturdy housings to deter vandalism and common obstructions. The bulbs will be extremely bright to maximize visibility and deter crime. The exterior lighting will be checked daily by a licensee, manager on duty or an employee to ensure that each light in the system is operational and that each mount is positioned for optimum recording clarity and to deter unauthorized presence on the premises. The building's architectural design incorporates downward/shielded lighting to prevent light from encroaching on neighboring properties or right of ways.

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

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

✓ Yes.

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

The proposed use will produce very little noise compared to adjacent properties. Little Flare does not anticipate any noise from the facility, and if any noise is to be produced, it will be comparable to surrounding land uses. The roads that serve the facility and surrounding uses fluctuate during "rush hour", other times of the day the roads do not seem to be used to their maximum capacity; therefore, any increase in traffic flow on the roads serving the area will be sufficient to serve the area with this new proposed retail use.

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

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

✓ The facility is compatible with the character of the surrounding area as it exists on a property with commercial, industrial, and wooded residential neighboring lots. The vicinity

includes several heavily wooded - vacant land parcels that remain undeveloped, contributing to the area's tranquil and secluded atmosphere, which aligns well with the nature of a marijuana retail store. The surrounding parcels and their uses are an excellent fit for a marijuana retail store.

Current status of State License Application Process.

The Marijuana Control Board approved the application with delegation during their April 2026 meeting. *See attached board action letter.*

Misc. Items and Information.

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

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

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

Little Flare has submitted an application for plan review with the State Fire Marshal. *See attached.*

Little Flare will have signage with the business name and logo on the exterior of the facility.

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

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

Re: Owner Permission Letter for Use and Occupancy of Premises at 9701 E Palmer-Wasilla Hwy, Palmer, Alaska 99645 for Little Flare, LLC DBA Scorpion Grass.

Dear Planning Office,

900 Tower Holdings LLC, hereby grants permission for Little Flare, LLC DBA Little Flare to lease the property located at 9701 E Palmer-Wasilla Hwy, Palmer, Alaska 99645, and to build and operate a marijuana retail store. We are aware that Little Flare will be operating a marijuana retail store and commercially selling marijuana on this property once the application is approved by the Alcohol & Marijuana Control Board and the Matanuska-Susitna Borough Conditional Use Permit is obtained.

I, Olivia Willis, as Manager/Member of Little Flare, LLC, hereby authorize Jana Weltzin, Esq. and her firm JDW, LLC to take all necessary actions to apply for and obtain a conditional use permit for the operation of a retail marijuana store of the property owned by 900 Tower Holdings LLC and located at 9701 E Palmer-Wasilla Hwy, Palmer, Alaska 99645.

If you have any questions regarding this correspondence, please feel free to contact us at the contact information listed on the Conditional Use Permit Application.



900 TOWER HOLDINGS LLC –

By: Cameron Johnson, its Member

Olivia Willis

OLIVIA WILLIS
Managing Member of Little Flare, LLC



Title	Owner-Agent Permission Letter- Olivia Willis V.1 NC V.2...
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IP: 209.165.171.11



SIGNED

05 / 15 / 2026

18:02:23 UTC

Signed by Olivia Willis (olivia.scorpiongrass@gmail.com)
IP: 209.165.171.11



COMPLETED

05 / 15 / 2026

18:02:23 UTC

The document has been completed.

LEGEND

R - Residential
C - Commercial
V - Vacant

-100 Foot Buffer Map-

[illegible]

C-Commercial

Planning Commission Meeting
August 17, 2026
63 of 140

Address: 9701 E Palmer-Wasilla Hwy, Palmer

Lot: 7A

4

8701

Palmer-Wasilla Hwy Separated Path

E Palmer Masilla Hwy

2

1701

11

9955

9540

9880
42

(1)

1651

9875



Fwd: DOT Right of Way Permit Application Status Change Notification

1 message

Cameron Johnson <cjohnson@amgland.com>
To: Brenda Mills <brenda@jdwcounsel.com>

Wed, Apr 29, 2026 at 8:53 AM

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

From: **Cameron Johnson** <cjohnson@amgland.com>
Date: Tue, Apr 28, 2026 at 5:20 PM
Subject: Fwd: DOT Right of Way Permit Application Status Change Notification
To: Tim Alley <talley@tbcak.com>

Tim, let's discuss the below when you get a minute. I also wanted to check in on the Katherine Road parcel map and its timing.

Thanks.

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

From: <nick.hann@alaska.gov>
Date: Tue, Apr 28, 2026 at 4:48 PM
Subject: DOT Right of Way Permit Application Status Change Notification
To: <cjohnson@amgland.com>

The status of your Right of Way permit application has changed.

Application ID: 34962

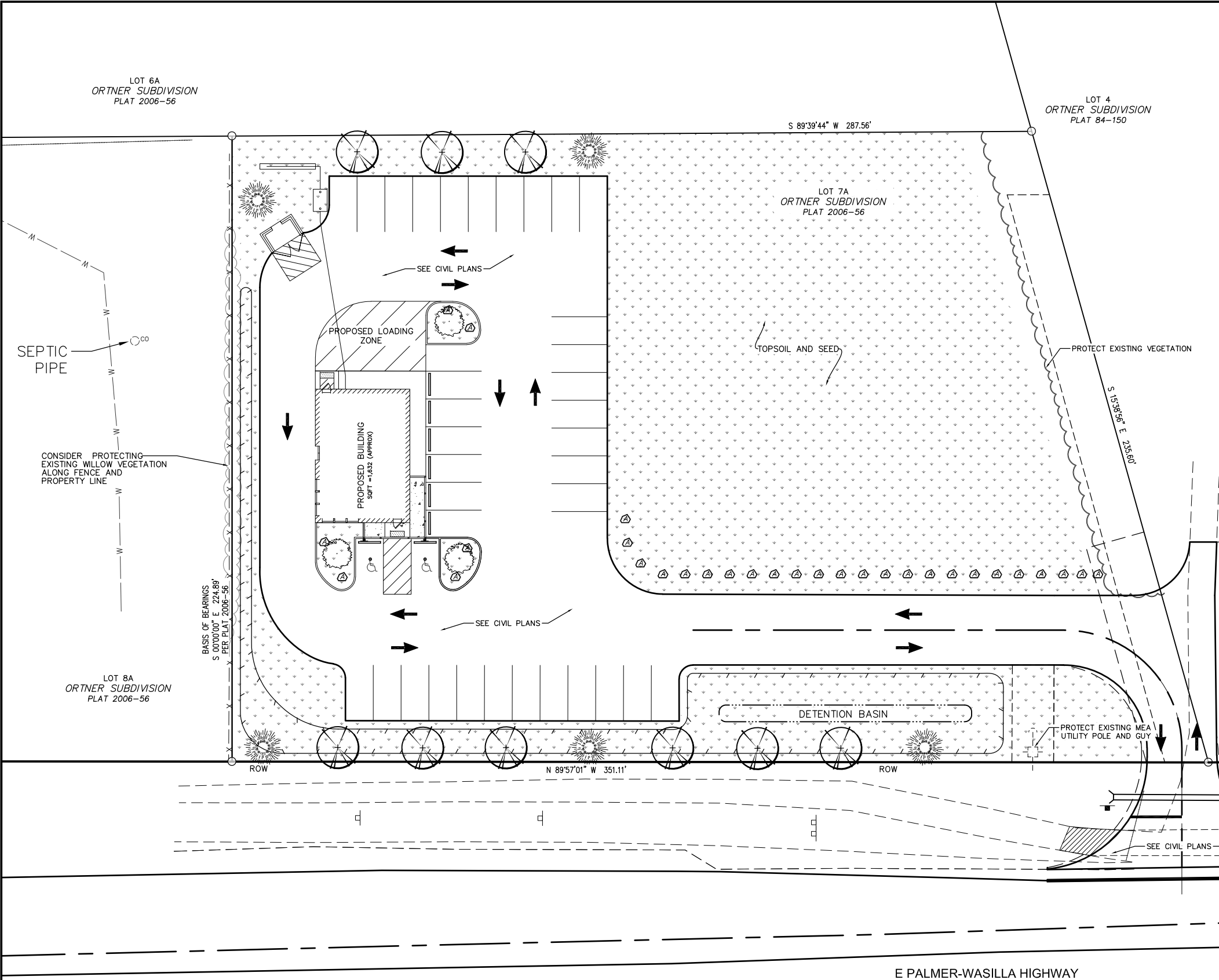
Application Type: Driveway / Approach Road

Location: Proposed commercial shared access driveway access from E. Palmer-Wasilla Highway serving Lot 7A, ORTNER RSB L/6-8 (1.66 acres). Access located at 9701 E. Palmer-Wasilla Hwy.

New Status: **In Review**

Sincerely,

Nick B Hann
(907) 269-0683



PLANTING SCHEDULE		Planning Commission Meeting	
QTY	SYMBOL	LATIN NAME	COMMON NAME
EVERGREEN TREES			
5		<i>Picea glauca</i>	White Spruce
			5' HT B&B
DECIDUOUS TREES			
9		<i>Betula papyrifera</i>	Alaska Paper Birch
			2" CAL. B&B SINGLE STEM
3		<i>Malus 'Radiant'</i>	'Radiant' Crabapple
			1" CAL. container SINGLE STEM
MISCELLANEOUS			
		3" TOPSOIL & MEADOW SEED MIX	
		3 lbs Per - 1000 sq/ft 30% Kentucky Blue Grass 'Kenai' 30% Red Fescue 'Boreal' 25% Red Fescue 'Arctared' 15% White Yarrow	
30		BOULDER-A - OPTIONAL	

LANDSCAPING NOTES

1. Refer to Civil for Utilities and Grading. Coordinate with Architectural, Electrical and Mechanical. Notify Owner's representative immediately of any discrepancies. Call before you dig.
2. Proposed plant materials shown on the plan exceed Code requirements and are at the discretion of the OWNER.
All landscape construction is to conform with current M.A.S.S. Quantities provided as a courtesy. Contractor to verify all quantities.
3. Refer to Matanuska Susitna Borough Code.
-Visit <https://www.codepublishing.com/AK/MatanuskaSusitnaBorough/> for complete online reference. Refer to CHAPTER 17.60 CONDITIONAL USES
4. Plant material must be true to name, variety, and size and must conform to all applicable provisions of American Standards for Nursery Stock, latest edition.
5. Warranty: Contractor to guarantee plant establishment through maintenance. Warranty period shall be two growing seasons from date of inspection.
6. Provide 3" topsoil and seed mixtures as noted on plans. Restore areas disturbed by construction with 3" topsoil and meadow seed mix unless otherwise indicated on plans.
7. All deciduous tree plantings to receive moose protection fencing.
8. All trees installed in lawn areas shall receive a 3' diameter circle of decomposed bark mulch, 3" deep, at their base at the time of installation. Keep mulch 3" clear from tree trunks or shrub crowns. Do not apply hydroseeding product or seed mix in the mulched area around new plantings.



SEAL

9701 E. PALMER-WASILLA HWY
49TH STATE RETAIL SHOP
LANDSCAPE PLAN

DATE: 04/30/2026

SHEET



LITTLE FLARE
9701 E PALMER WASILLA HWY,
PALMER, AK 99645

DESIGNED AND DRAWN BY:

GALLOWAY DESIGNS
452 S KNIK GOOSE BAY RD,
WASILLA, AK 99654

907.376.7777
office@gallowaydesigns.us
www.gallowaydesigns.us

RENDERINGS
FOR ILLUSTRATION ONLY

BUILDING AREA SCHEDULE:

1ST FLOOR:	1,632 SF
TOTAL SPACE:	1,632 SF
FRONT PATIO:	228 SF
TOTAL EXTERIOR:	228 SF



GENERAL NOTES, DISCLAIMER, AND COPYRIGHT

THESE DRAWINGS ARE PROVIDED FOR INFORMATIONAL PURPOSES ONLY. THEY ARE BASED ON INFORMATION PROVIDED BY THE CLIENT AND ARE INTENDED TO REFLECT STANDARD BUILDING PRACTICES AND LOCAL CODE REQUIREMENTS TO THE BEST OF THE DESIGNER'S KNOWLEDGE AND CONSTRUCTION EXPERIENCE. ALL STRUCTURAL ELEMENTS AND LUMBER SIZES HAVE BEEN SPECIFIED TO THE BEST OF OUR ABILITY, BUT WE STRONGLY RECOMMEND THAT A LICENSED STRUCTURAL ENGINEER REVIEW THESE PLANS TO ENSURE THE DESIGN'S SAFETY, ADEQUACY, AND COMPLIANCE WITH ALL APPLICABLE CODES AND REGULATIONS.

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THE CONTRACTOR MUST VERIFY ALL DIMENSIONS AND SITE CONDITIONS PRIOR TO BEGINNING CONSTRUCTION. ANY DISCREPANCIES, OMISSIONS, OR ERRORS DISCOVERED DURING CONSTRUCTION MUST BE REPORTED TO THE APPROPRIATE LICENSED PROFESSIONAL BEFORE CONTINUING WORK OR FABRICATING MATERIALS.

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8 ASSEMBLIES	A4.1
9 NOTES SHEET	G1.1

ACCEPTED AS DRAWN BY:

CLIENT

CONTRACTOR

LITTLE FLARE
9701 E PALMER WASILLA HWY,
PALMER, AK 99645



PRESENTATION VIEWS

DRAWN BY:

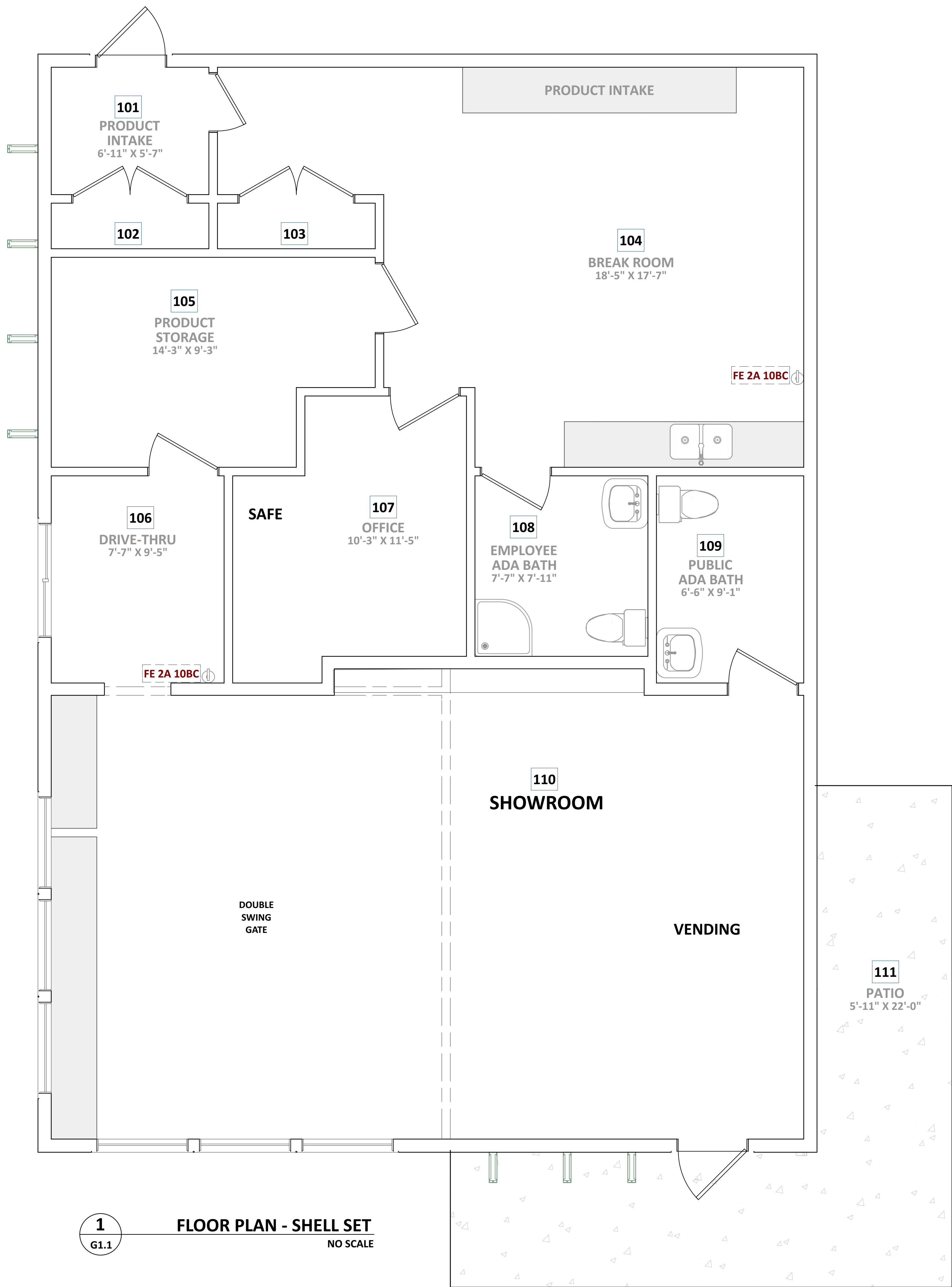


SCALE @ 24"x36"
DATE: 4/29/2026

P#: 2604

SHEET NUMBER:

A0.1

[illegible]

ACCEPTED AS DRAWN BY:

CONTRACTOR



NOTES SHEET

DRAWN BY:



452 S Knik Goose Bay Rd, Wasilla, AK 99654

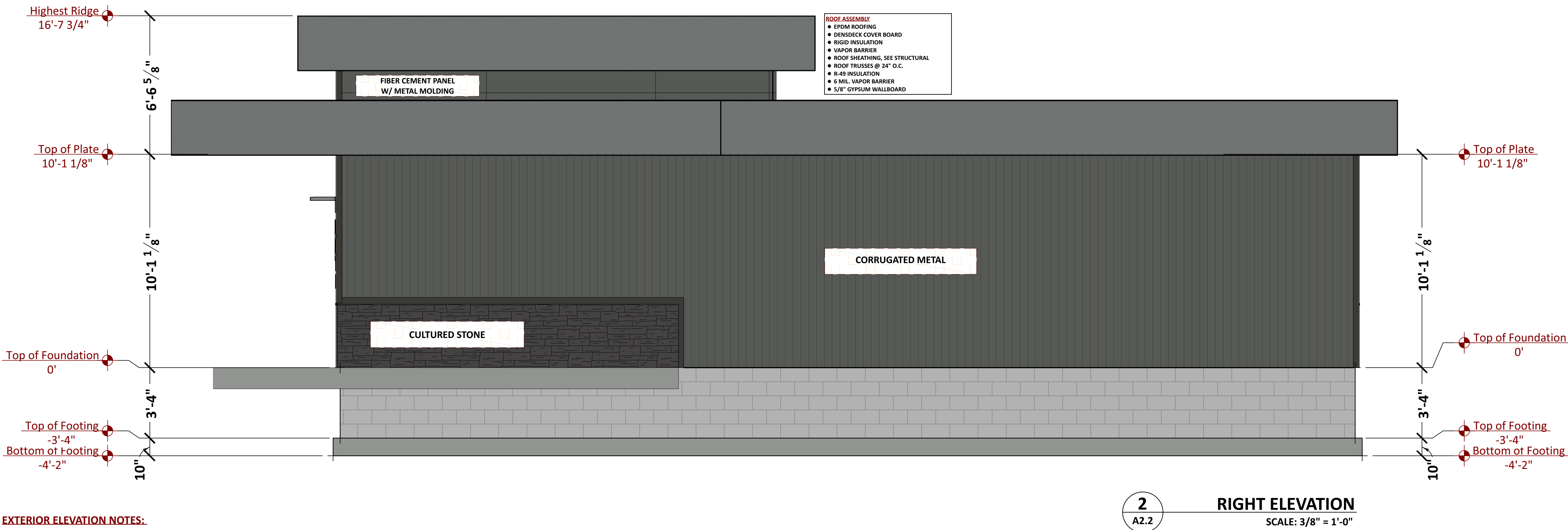
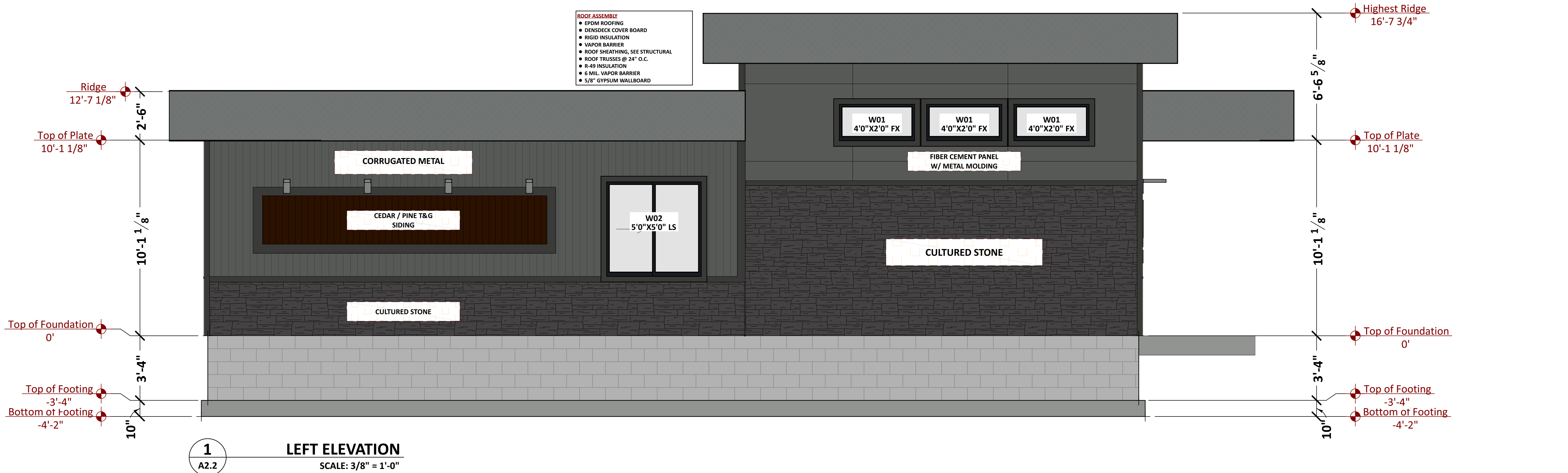
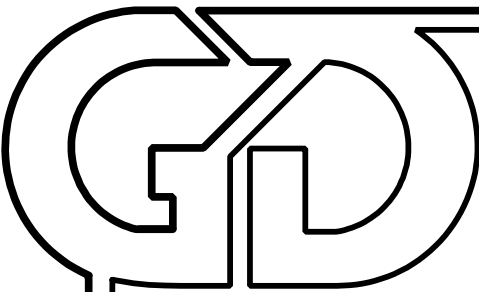
SCALE @ 24"x36"

DATE: 4/29/2026

P#: 2604

SHEET NUMBER:

G1.1



EXTERIOR ELEVATION NOTES:

1. ROOF ASSEMBLY: SEE ROOF FRAMING PLAN AND BUILDING SECTIONS FOR COMPLETE ASSEMBLY DETAIL.
2. EXTERIOR WALL ASSEMBLIES AND CLADDING MATERIALS PER WALL SCHEDULE AND ASSEMBLY DETAILS.
3. ALL FLASHING AT ROOF-TO-WALL TRANSITIONS, WINDOW HEADS AND SILLS, AND PENETRATIONS SHALL BE PER MANUFACTURER'S REQUIREMENTS AND IBC 1405.4. PROVIDE KICK-OUT FLASHING AT ALL ROOF-TO-WALL INTERSECTIONS.
4. BUILDING ADDRESS NUMBERS SHALL BE MINIMUM 12" HIGH IN A CONTRASTING COLOR, PLAINLY VISIBLE FROM THE STREET OR ROAD FRONTING THE PROPERTY PER IFC 505.1.
5. KNOX BOX LOCATION AT 5'-0" AFF ADJACENT TO THE MAIN ENTRANCE.
6. SIGN DESIGN, PERMITTING, AND ELECTRICAL CONNECTION BY TENANT/OWNER. SEE ELECTRICAL DRAWINGS FOR POWER ROUGH-IN.
7. EXTERIOR FINISH MATERIALS SHOWN ARE REPRESENTATIVE AND FOR DESIGN INTENT ONLY. FINAL MATERIAL SELECTIONS SHALL BE COORDINATED WITH AND APPROVED BY THE OWNER AND CONTRACTOR, AND SHALL COMPLY WITH IBC CHAPTER 14 AND ALL APPLICABLE FIRE-RESISTANCE AND WEATHER-RESISTIVE REQUIREMENTS.

Planning Commission Meeting
August 11, 2025
68 of 140

ACCEPTED AS DRAWN BY:

CLIENT

CONTRACTOR

LITTLE FLARE
9701 E PALMER WASILLA HWY,
PALMER, AK 99645

HS
CONSTRUCTION

ELEVATIONS

DRAWN BY:

GD
GALLOWAY DESIGNS
907.376.7777
452 S Knik Goose Bay Rd, Wasilla, AK 99654

SCALE @ 24"x36"
DATE: 4/29/2026
P#: 2604
SHEET NUMBER:
A2.2



Alaska Marijuana Control Board

Form MJ-01: Marijuana Establishment Operating Plan**Why is this form needed?**

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

What must be covered in an operating plan?

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

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

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

Section 1 – Establishment & Contact Information

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

Licensee:	Little Flare, LLC	MJ License #:	41029		
License Type:	Retail Marijuana Store				
Doing Business As:	Little Flare				
Premises Address:	9701 East Palmer-Wasilla Hwy				
City:	Palmer	State:	Alaska	ZIP:	99645

Mailing Address:	1500 Bogard Road				
City:	Wasilla	State:	Alaska	ZIP:	99654

Designated Licensee:	Olivia Willis				
Main Phone:	907-317-0730	Cell Phone:	907-317-0730		
Email:	littleflareak@gmail.com				



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

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

Little Flare will refuse entrance to any person who does not produce a valid photo identification showing that the person is twenty-one (21) years or older. A valid form of identification includes: (1) an unexpired, unaltered passport; (2) an unexpired, unaltered driver's license, instruction permit, or identification card of any state or territory of the United States, the District of Columbia, or a province of Canada; and (3) an identification card issued by a federal or state agency authorized to issue a driver's license or identification card; or (4) a tribal identification card, issued by a federally recognized tribe, that meets the criteria of 3 AAC 306.350(4)(A)(B). There will be no allowance at any time that a person under twenty-one (21) would be permitted to remain on the premises. If an employee suspects that a person is a minor, the employee will refuse access and have the individual escorted off the premises. Employees will be trained to spot the inconsistencies of forged identifications and there will be a designated employee who will request a government-issued photo identification from all persons and will thoroughly examine the ID before allowing entrance into the retail store. Signage will be posted at the mail every door stating, "No one under 21 years of age allowed." The sign will be in high contrast to the background of the sign and will be twelve (12) inches long, twelve (12) inches wide, and letters will be one half (1/2) inches in height.

Section 3 – Security

Restricted Access Areas (3 AAC 306.710):

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

Little Flare will have a 24-hour monitoring alarm system in place with exterior motion-detecting lighting and continuous video surveillance. The facility will be equipped with continuous video surveillance of all entrances or exits and throughout the retail store including restricted access areas. The doors for the restricted access area will be locked at all times with a spring-loaded hinge to ensure the doors close behind persons as they leave or enter the secured area. The Licensee and employees will be the only persons granted access to the restricted access areas. Signage will be posted on the entrance/door to each restricted access area stating, "Restricted access area. Visitors must be escorted." Little Flare will limit the number of supervised visitors to not more than five visitors for each licensee, employee, or agent of the licensee. The licensee, employee, or agent of the establishment shall have a current identification badge on their persons or a readily accessible location on premises. Any visitor to the restricted access area will show valid identification proving they are twenty one (21) years of age or older, obtain a visitors ID badge, and be escorted at all times by the licensee, employee or agent of the establishment. There will be at least one employee behind the counter at all times ensuring no unauthorized person enters the restricted access area behind the counter.

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

In order to be escorted to a restricted access area, visitors must be pre-scheduled by the licensee or manager, with the exception of AMCO and duly authorized law enforcement agents. Each visitor will be required to sign in to the visitor's log indicating their name, the date, the time in and out of the restricted access area, and the purpose of the visit (if necessary). All visitors must provide a valid government-issued photo identification proving they are twenty one (21) years or older. Each visitor will be issued a visitor badge and will be instructed to clearly display it on their person while on the licensed premises at all times and return the badge upon exit, with exception of law enforcement, AMCO enforcement, or other duly authorized agents such as from the Matanuska-Susitna Borough or Health Dept. The licensee or employee will brief each visitor on the company's policies regarding hygiene, safety, regulatory compliance, and any other pertinent information the visitor should be aware of while inside the restricted access areas. The licensee or designated employee shall escort and actively supervise the visitor(s) during the entire visit. Never will there be more than five (5) visitors per supervising employee or licensee on the premises. Once the visit concludes, all authorized visitors will be required to turn in the visitor's badge, sign out of the visitor's log, and exit the premises. The escorting employee will record all information related to the visitor's presence, including any reportable activity or behavior during the visit. The visitor's log will be kept and stored on site as an official business record. The visitor's log will be made available upon request to AMCO and records will be stored in the facility office. After seven (7) years, the hard copy records may be destroyed.



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



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

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

Little Flare will ensure that adequate exterior lighting is installed throughout the property and will be sufficient to facilitate continuous video surveillance. Commercial LED lights, about four to six (4-6) in number, with extremely bright bulbs will be used in all exterior light fixtures. All lighting will have motion detecting sensors. The licensee and/or management team will ensure that light fixtures are installed in such a way to keep the premises' exterior, signs and doors well lit and will allow surveillance cameras to clearly record any individuals within twenty (20) feet from the entrance. All exterior lighting and cameras will be inspected frequently by the licensee and/or management team to ensure that each light is functioning and that there is sufficient lighting for surveillance. Additional lighting will be installed if needed.



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

Little Flare will contract with a third party security company to install the alarm system, maintain the equipment, test the devices periodically and continuously monitor the facility at an off-site security monitoring center. The alarm system will be set up to monitor for intrusions using motion detectors in all areas of the building (including during closed hours). The exterior door and glass window will have sensors installed to notify if a break-in occurs. If triggered, an automatic electronic alert will be sent to the security monitoring center, as well as to the licensees' cell phone and/or the general manager. An audible alarm will also be triggered to help deter potential intruders. The licensee and/or general manager will have access to live security footage via their phones so they may monitor the facility when away. The alarm system will be active at all times during store closure. The licensee or last employee to leave the store each night will activate the alarm system and the licensee or first employee to arrive each morning will deactivate the alarm system. In the event that the alarm system sends an electronic alert to local law enforcement notifying them of an unauthorized breach, the employees will evacuate the building (if safe and necessary) to a pre-determined safe location. A designated employee will take a head count of all other employees and any visitors that may have been on the premises to ensure everyone is accounted for. Management will await instruction from law enforcement and comply with all directives. Once given the message that it is safe to return, employees will return to the facility and inspect for damages, theft, take inventory, and submit all necessary documentation to law enforcement officials and to AMCO enforcement. Any event which occurs on premises that involved law enforcement will be promptly reported to AMCO enforcement via email within 24 hours.

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

All areas of the licensed premises where marijuana or marijuana products are stocked for sale and storage/inventory areas will be designated as restricted access areas. Access to these restricted areas will only be granted to specific personnel. The secured areas will be monitored with 24-hour video surveillance with video back up for all footage which will be stored for a minimum of forty (40) days. When the business is open, all products will be on display in specific areas, unreachable to customers. Cameras will be visible and provide full view of the room, including the entryway, point of sale counter and marijuana storage areas. Security monitors and video recordings will be located in the facility office. Mandatory inventory counts will be taken weekly and stored as official business records. Management will perform internal audits by reconciling the inventory on hand with the recorded data in Metrc to ensure they match. Little Flare understands that diversion can happen in two ways, inversion and diversion, and it is equally profitable diverting product out of the legal system as it is diverting product from the illegal system into the legal market. Continued on page 11...

3.7. Describe your policies and procedures for preventing loitering:

Signage stating "No Loitering" and that the premises is under video and audio surveillance will be prominently posted around the facility. Designated Little Flare personnel will be trained to perform routine, but unscheduled patrols of the premises to check for individuals with no official business on the property. Individuals found to be loitering on the premises will be met with a verbal request to exit the premises per the no loitering policy and if they do not comply, law enforcement will be contacted for backup.

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

Initials

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

**Video Surveillance (3 AAC 306.720):**

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

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

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

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

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

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

Multiple cameras will be used in order to record all areas of the establishment, inside and outside, at multiple angles, and at a height that will provide a clear, unobstructed view. Cameras will be carefully placed to prevent any blockage from fixtures, posts, display cases, or other equipment. All security cameras will be positioned in such a manner as to get the best facial image of anyone present within the building and within twenty (20) feet of any exit or entrance and at the drive through exterior window. All restricted access doors will have coverage to clearly identify the face of anyone present. All exterior corners of the space will have cameras installed to facilitate monitoring of all activity on each side of the building. The parking lot and entrance will also have video coverage. Footage from security cameras will be accessible remotely, allowing the licensee and the general manager to view operations from anywhere. A failure notification system will be installed to provide audible and visual notification of any failure in the electronic monitoring system. During a power outage, all video cameras and recording equipment will be run on emergency power with a battery backup system to ensure continued operation for at least one (1) hour.

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

All surveillance recording equipment and footage will be stored in the shared office with backups on site. The office will be accessible only by the licensee and the company's general manager, and any authorized AMCO agents or law enforcement. The office will have an advanced, reinforced security door, locked at all times. The door will be equipped with an employee personalized code entry system, and spring loaded hinge. The licensee and the general manager will have remote access to surveillance recordings to monitor operations virtually. The security system will be password protected to prevent any data tampering, and recorded data will be stored for a minimum of forty (40) days as an official business record. All surveillance footage will be accessible for upload to a separate hard drive in the event that it must be stored longer for criminal, civil, or administrative investigations. All recordings will be time and date stamped, and archived in a format that prevents alteration of the recorded image. Recordings and surveillance data will be available to the AMCO Enforcement and local law enforcement upon request.

**Section 4 – Business Records**

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

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

Initials

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

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

All business records (including operational and regulatory documents, recordings, surveillance, financial books, inventory and employment records, logos, manifests, and communications and marketing documents) will be stored on-site in the office, and backed up every six to twelve (6-12) months on an off-site external hard drive to protect from loss and destruction and to allow ownership and designated authorities access at any time. Hard copies (if original hard copy is needed to be kept in addition to electronic versions such as Visitors Logs) will be kept in the facility office, for six (6) months, in a separate locked cabinet that is accessible only to the licensee and designated employees. Facility records will be managed by authorized agents, in accordance with standard retention policies, to ensure that business records are stored in a consistent and searchable manner. The hard drive will be locked in the record cabinet located in the office. Hard copies of documents will be kept for at least seven (7) years and the company has no intention of destroying any electronic copies of the business records.

**Section 5 – Inventory Tracking of All Marijuana and Marijuana Product**

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

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

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

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

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

Section 6 – Employee Qualification and Training

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

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

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

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

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

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

Qualified candidates will be hired on a probationary period during which time they will receive training and evaluation specific to their position. Training will include marijuana industry topics: customer care, food handling, safety precautions and procedures; legal issues; and state, local, and federal regulations. Training will take place throughout the year, as well as when topics arise that need further explanation. The licensee and/or the general manager will personally present or arrange training and education to employees. Within the probationary period, all new employees will be required to meet with the general manager to discuss the company's business approach and to adopt standard or service. Educational packets will be provided to each retail employee to be read and reviewed. The educational packets will discuss relevant cannabinoids in the marijuana plant, strain ratios, marijuana benefits and risks, and general Alaska marijuana law. Packets will also include safety procedure that specifically address the facility's security measures and controls for the prevention of diversion, theft, and loss of marijuana, such as emergency response procedures and state and federal statutes regarding confidentiality. As proper safety and security procedures are the utmost importance to the Little Flare licensee and management, the most up-to-date reading materials will be available to employees at all times. Continued on page 11...

**Section 7 – Health and Safety Standards**

Review the requirements under 3 AAC 306.735.

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

7.1. I understand that a marijuana establishment is subject to inspection by the local fire department, building inspector, or code enforcement officer to confirm that health or safety concerns are not present.

ow

7.2. I have policies regarding health and safety standards (including: ensuring a person with an illness or infection does not come into contact with marijuana or marijuana product; good hygienic practices; cleaning and maintenance of equipment and the premises; pest deterrence; chemical storage; sanitation principles; and proper handling of marijuana and marijuana product) and will take all reasonable measures and precautions to ensure that they are met or exceeded.

ow

7.3. I have policies to ensure that any marijuana or marijuana product that has been stored beyond its usable life, or was stored improperly, is not salvaged and returned to the marketplace.

ow

7.4. I have policies to ensure that in the event information about the age or storage conditions of marijuana or marijuana product is unreliable, the marijuana or marijuana product will be handled in accordance with 3 AAC 306.735(d).

ow

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

Yes No

7.5. Adequate and readily accessible toilet facilities that are maintained and in good repair and sanitary condition are clearly indicated on my Form MJ-02: Premises Diagram.



7.6. Convenient handwashing facilities with running water at a suitable temperature are clearly indicated on my Form MJ-02: Premises Diagram.



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

Section 8 – Transportation and Delivery of Marijuana and Marijuana Products

Review the requirements under 3 AAC 306.750.

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

In the event that Little Flare transports any marijuana or marijuana product from the retail store, a trip manifest will be printed from Metrc to accompany the shipment. A copy of the trip manifest will also be maintained on the licensed premises as a business record. Any marijuana or marijuana product being transported will be placed in a sealed package or container up to ten (10) pounds and then into a secure storage compartment within the transport vehicle or in the bed of a truck. Any individuals involved in the transport will have a valid, marijuana handler permit and be trained to travel directly to the destination without any unnecessary stops and without opening packages of marijuana or marijuana product. Labels will be affixed to the packaging including all information originally provided by the cultivation or manufacturing facility such as (1) testing facility and license number, (2) testing date and results, (3) name and license number of the cultivation facility, (4) name and license number of the manufacturing facility if applicable (for concentrates and products), (5) harvest batch number or production lot number, (6) date of packaging, (7) net marijuana weight, and (8) expiration date if applicable.



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

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

ow

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

ow

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

ow

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

ow

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

ow

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

ow

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

ow

Section 9 – Signage and Advertising

Review the requirements under 3 AAC 306.770.

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

Little Flare will have signs on the retail store exterior with their business name and logo. Signs will comply with any Matanuska-Susitna ordinances if applicable.



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

Little Flare intends to utilize the following advertising mediums:

- Newspaper Ads
- Radio Ads
- Social Media to feature specific strains
- Magazine Ads
- Sponsorship and/or fundraisers
- Platforms such as leaflinks etc.
- Direct text messaging with opt-out function

Advertisements may include the company logo, the retail store hours, and location.

Advertisements will include each warning statement verbatim as they are listed on the regulations.

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

Olivia Willis

Printed name of licensee

Signature of licensee



(Additional Space as Needed):

3.6 Continued: In the event that theft or diversion is suspected, employees will be trained to alert management immediately. In the event that an employee is caught stealing marijuana OR infusing the facility with non-regulated black market product, Little Flare will notify local law enforcement and AMCO Enforcement immediately, comply with directives, and provide all necessary information and records for the investigation. The licensee and/or the general manager will take the necessary steps to ensure that illegal conduct by an employee does not compromise the facility's license and legitimate business operations. All employees will be trained to recognize potential theft, and are required to notify the licensee or management if they suspect such activity is occurring. All reports and documentation concerning a suspected or actual theft will be maintained by the company for five (5) years and made available to AMCO upon request. If any suspected or actual theft occurs, the licensee or the general manager will contact local law enforcement and AMCO enforcement immediately. Once a theft is reported to local law enforcement, management will update the product records in the marijuana inventory tracking system to maintain an accurate and comprehensive accounting for all marijuana inventory activity. The licensee will also comply with any and all directives, inquiries, and investigations lodged by AMCO.

6.4 Continued: Management will conduct quarterly staff meetings with the purpose of updating all employees on new state and local regulations, assuring that each employee is performing with the company procedure, assessing any procedural changes that are needed, and addressing any comments or concerns from the staff. Prior to beginning work, employees will be expected to understand: (1) Alaska laws, regulations, and codes governing the marijuana industry and marijuana establishments; (2) all the the permitting requirements to act as a marijuana handler (including obtaining a Marijuana Handler Permit from AMCO Enforcement after completing a state-approved course prior to commencing employment) and to work in a marijuana establishment; (3) Little Flare standards, operational protocol, and best practices with regard to retail and sale of marijuana; (4) general safety procedures and security protocol; (5) how to think defensively if threatening situations occur, and how to recognize the signs of impairment, drug abuse, and instability; (6) in-depth information about out particular strains and marijuana related products; (7) in-depth information on the requirements of each room, task, and system; (8) the general, federal, state, and local employment regulations by which Little Flare is governed; (9) retail specific education. To ensure full coverage for each position, all employees will be cross-trained on the requirements of each job. Little Flare will encourage staff to attend seminars, conferences, and workshops, and management will maintain a library of resources on marijuana topics that will be available to employees at all times. The state and local marijuana regulations and laws will be posted in the facility for reference. All new hires will be required to meet with the general manager to go over employment documents, specific tasks, educational materials, facility features, security and position-specific training.



Alaska Marijuana Control Board Form MJ-02: Premises Diagram

Why is this form needed?

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

What must be submitted with this form?

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

- **Diagram 1:**
A diagram showing only the licensed premises areas that will be ready to be **operational at the time of your preliminary inspection** and license issuance;
- **Diagram 2:**
If different than Diagram 1, a diagram outlining **all areas for which the licensee has legal right of possession** (a valid lease or deed), and clearly showing those areas' relationship to the current proposed licensed premises (*details of any planned expansion areas do not need to be included; a complete copy of Form MJ-14: Licensed Premises Diagram Change or Form MJ-31: Walk-Up or Drive-Through Exterior Window Pick-Up Diagram and Operating Plan must be submitted and approved before any planned expansion area may be added to the licensed premises*);
- **Diagram 3:**
A **site plan or as-built of the entire lot**, showing all structures on the property and clearly indicating which area(s) will be part of the licensed premises;
- **Diagram 4:**
An **aerial photo of the entire lot and surrounding lots**, showing a view of the entire property and surrounding properties, and clearly indicating which area(s) will be part of the licensed premises (*this can be obtained from sources like Google Earth*); and
- **Diagram 5:**
A diagram of the **entire building in which the licensed premises is located**, clearly distinguishing the licensed premises from unlicensed areas and/or premises of other licenses within the building. If your proposed licensed premises is located within a building or building complex that contains multiple business and/or tenants, please provide the addresses and/or suite numbers of the other businesses and/or tenants (*a separate diagram is not required for an establishment that is designating the entire building as a single licensed premises*).

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

Section 1 – Establishment Information

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

Licensee:	Little Flare, LLC	MJ License #:	41029		
License Type:	Retail Marijuana Store				
Doing Business As:	Little Flare				
Premises Address:	8751 East Palmer-Wasilla Hwy				
City:	Palmer	State:	Alaska	ZIP:	99645

**Form MJ-02: Premises Diagram****Section 2 – Required Information**

For your security, do not include locations of security cameras, motion detectors, panic buttons, and other security devices. However, AMCO will require full coverage of the walk-up or drive-through exterior window area as required by 3 AAC 306.380(b) and (g) for marijuana retail establishments. Items marked with a double asterisks (**) are only required for those retail marijuana establishments that are also applying for an onsite consumption endorsement.

The following details must be included in all diagrams:

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

The following additional details must be included in Diagram 1:

- ☐ Surveillance room
- ☐ Restricted access areas
- ☐ Storage areas
- ☐ Entrances, exits, and windows, including walk-up or drive-through exterior window for marijuana retail establishments
- ☐ Walls, partitions, and counters
- ☐ Any other areas that must be labeled for specific license or endorsement types
- ☐ ** Serving area(s)
- ☐ **Employee monitoring area(s)
- ☐ **Ventilation exhaust points, if applicable

The following additional details must be included in Diagram 2:

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

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

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

The following additional details must be included in Diagram 5:

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

Initial:

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

Olivia Willis

Printed name of licensee

Signature of licensee



Section 3 – Cultivation Applicants ONLY

Review the requirements under 3 AAC 306.420 and 3 AAC 306.430.

3.1. Describe the site of the space(s) the marijuana cultivation facility intends to be under cultivation, including dimensions and overall square footage. Provide your calculations below:

N/A

Little Flare License # 41029

Diagrams 1, 2 & 5

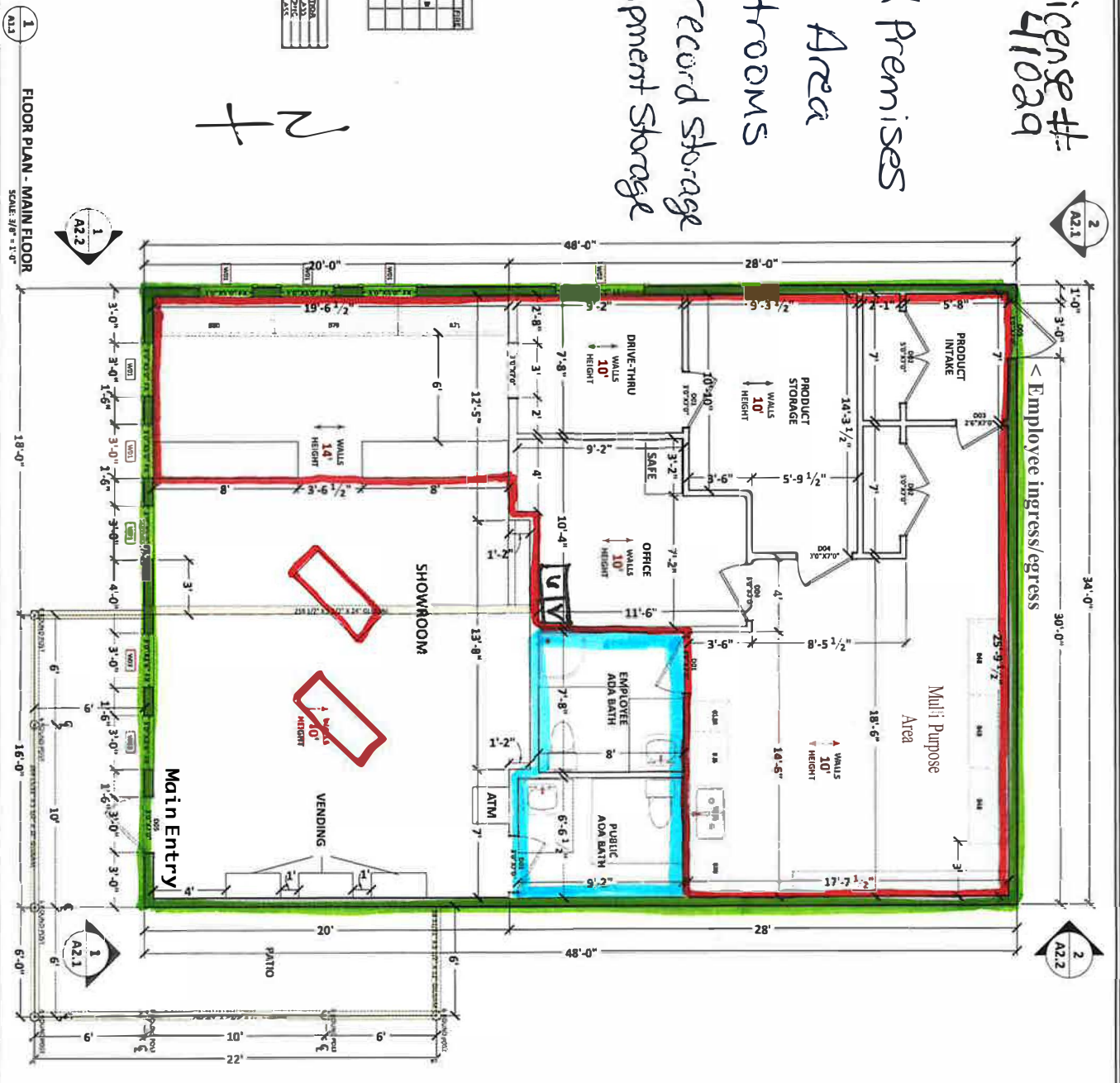
- Proposed Licensed Premises
- Restricted Access Area
- Un-Restricted Restrooms
- 6 month Business record storage
- Video & recording equipment storage

ROOM NUMBER	EXTN	AREA	WIDTH	HEIGHT	DOOR	DRIVE THRU	TYPE	FINISH
1	DO1	IN	8'-0"	8'-0"	CLUT	1	HINGED	1
2	DO2	IN	8'-0"	8'-0"	CLUT	1	HINGED	1
3	DO3	IN	8'-0"	8'-0"	CLUT	1	HINGED	1
4	DO4	IN	8'-0"	8'-0"	CLUT	1	HINGED	1
5	DO5	IN	8'-0"	8'-0"	CLUT	1	HINGED	1

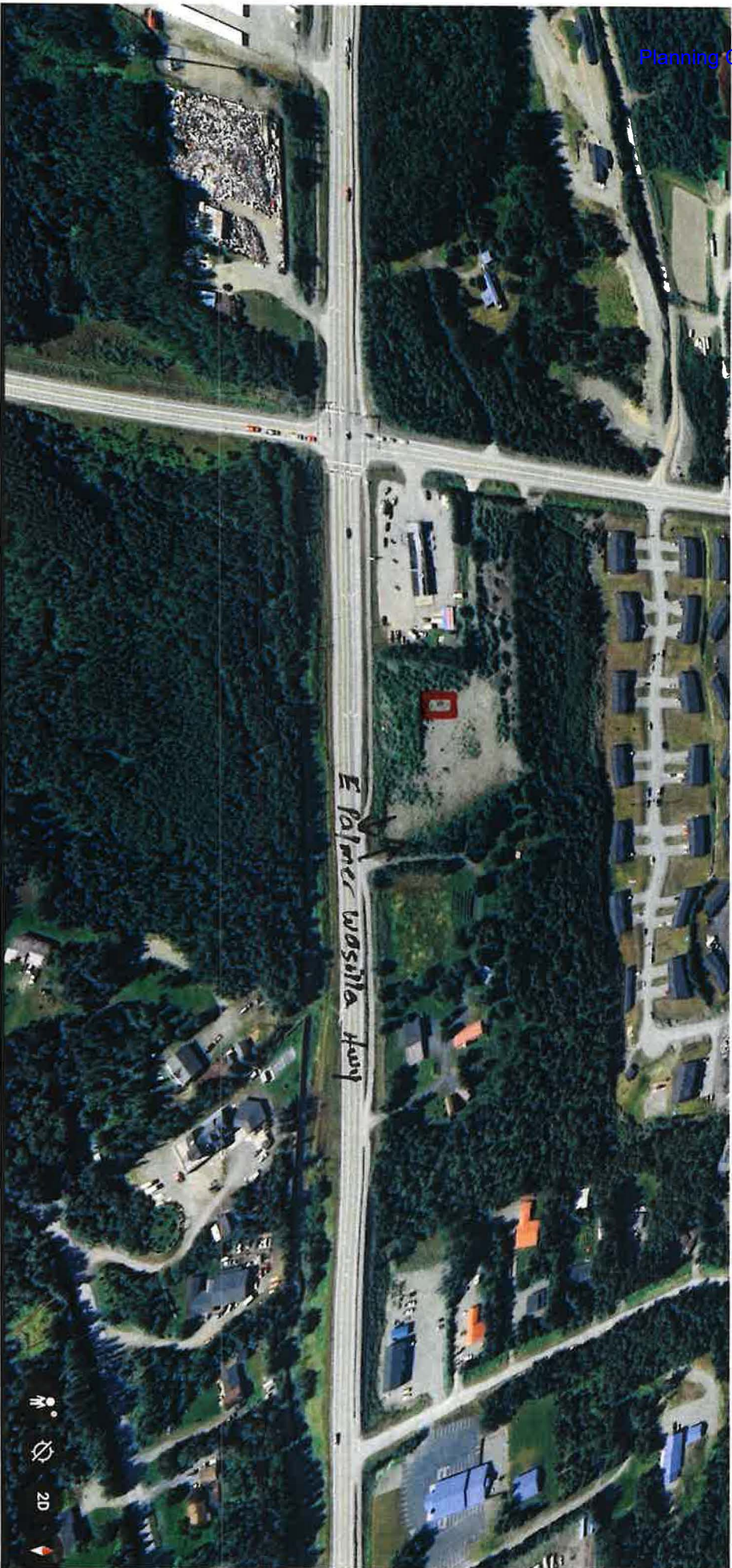
NO. 3000 NORTH OAK									
ROOM	AREA	WIDTH	HEIGHT	DOOR	DRIVE THRU	TYPE	FINISH	DISCRETE/DOA	
1	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
2	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
3	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
4	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
5	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
6	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
7	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
8	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
9	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
10	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
11	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
12	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
13	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
14	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
15	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
16	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
17	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
18	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
19	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
20	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
21	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
22	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
23	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
24	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
25	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
26	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
27	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
28	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
29	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
30	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
31	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
32	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
33	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
34	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
35	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
36	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
37	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
38	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
39	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
40	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
41	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
42	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
43	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
44	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
45	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
46	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
47	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
48	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
49	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
50	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
51	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
52	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
53	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
54	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
55	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
56	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
57	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
58	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
59	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
60	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
61	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
62	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
63	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
64	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
65	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
66	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
67	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
68	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
69	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
70	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
71	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
72	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
73	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
74	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
75	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
76	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
77	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
78	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
79	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
80	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
81	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
82	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
83	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
84	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
85	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
86	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
87	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
88	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
89	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
90	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
91	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
92	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
93	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
94	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
95	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
96	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
97	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
98	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
99	10'0" X 7'0"	6'	8'	0	0	1	1	1	1
100	10'0" X 7'0"	6'	8'	0	0	1	1	1	1

WALL SCHEDULE	
ROOM TYPE	WALL TYPE
1	W/1 EXTERIOR WALL 2X8 @ 8" O.C.
2	W/2 INTERIOR WALL 2X6 @ 8" O.C.
3	W/3 INTERIOR WALL 2X6 @ 8" O.C.
4	W/4 INTERIOR WALL 2X6 @ 8" O.C.
5	W/5 EXTERIOR WALL 2X8 @ 8" O.C.
6	W/6 INTERIOR WALL 2X6 @ 8" O.C.
7	W/7 INTERIOR WALL 2X6 @ 8" O.C.
8	W/8 INTERIOR WALL 2X6 @ 8" O.C.
9	W/9 INTERIOR WALL 2X6 @ 8" O.C.
10	W/10 INTERIOR WALL 2X6 @ 8" O.C.
11	W/11 INTERIOR WALL 2X6 @ 8" O.C.
12	W/12 INTERIOR WALL 2X6 @ 8" O.C.
13	W/13 INTERIOR WALL 2X6 @ 8" O.C.
14	W/14 INTERIOR WALL 2X6 @ 8" O.C.
15	W/15 INTERIOR WALL 2X6 @ 8" O.C.
16	W/16 INTERIOR WALL 2X6 @ 8" O.C.
17	W/17 INTERIOR WALL 2X6 @ 8" O.C.
18	W/18 INTERIOR WALL 2X6 @ 8" O.C.
19	W/19 INTERIOR WALL 2X6 @ 8" O.C.
20	W/20 INTERIOR WALL 2X6 @ 8" O.C.
21	W/21 INTERIOR WALL 2X6 @ 8" O.C.
22	W/22 INTERIOR WALL 2X6 @ 8" O.C.
23	W/23 INTERIOR WALL 2X6 @ 8" O.C.
24	W/24 INTERIOR WALL 2X6 @ 8" O.C.
25	W/25 INTERIOR WALL 2X6 @ 8" O.C.
26	W/26 INTERIOR WALL 2X6 @ 8" O.C.
27	W/27 INTERIOR WALL 2X6 @ 8" O.C.
28	W/28 INTERIOR WALL 2X6 @ 8" O.C.
29	W/29 INTERIOR WALL 2X6 @ 8" O.C.
30	W/30 INTERIOR WALL 2X6 @ 8" O.C.
31	W/31 INTERIOR WALL 2X6 @ 8" O.C.
32	W/32 INTERIOR WALL 2X6 @ 8" O.C.
33	W/33 INTERIOR WALL 2X6 @ 8" O.C.
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ROOM NUMBER	EXTN	AREA	WIDTH	HEIGHT	DOOR	DRIVE THRU	TYPE	FINISH
1	DO1	IN	8'-0"	8'-0"	8'-0"	8'-0"	CLUT	1
2	DO2	IN	8'-0"	8'-0"	8'-0"	8'-0"	CLUT	1
3	DO3	IN	8'-0"	8'-0"	8'-0"	8'-0"	CLUT	1
4	DO4	IN	8'-0"	8'-0"	8'-0"	8'-0"	CLUT	1
5	DO5	IN	8'-0"	8'-0"	8'-0"	8'-0"	CLUT	1



Little Place license #41029



□ - Proposed licensed premises

↑↓ - Ingress/Egress



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

Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
marijuana.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Planning Commission Meeting
August 17, 2026
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Why is this form needed?

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

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

What additional information is required for retail stores?

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

- Prohibitions
- Signage and advertising
- Displays and sales
- Exit packaging and labeling
- Security
- Waste disposal
- Walk-up or drive-through exterior window pick-up service

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

Section 1 – Establishment Information

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

Licensee:	Little Flare, LLC	MJ License #:	41029
License Type:	Retail Marijuana Store		
Doing Business As:	Little Flare		

Section 2 – Overview of Operations

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

Each shipment of marijuana and marijuana product that arrives at Little Flare's retail store will be inspected by a member of the management team before it is accepted and added to the store's inventory. The shipment will be reconciled with the transport manifest, shipment labels and packaging labels to ensure consistency. All products will be weighed by Little Flare and reconciled with the weight listed on the manifest and labels. Any shipments with discrepancies will be rejected. Shipments that pass initial inspection will be accepted into the facility, entered into Metrc and the point of sale software, and added to the store's inventory storage or display cases. At the end of each business day, the management team will reconcile the sale's transactions from the point of sale software with the inventory on hand and with Metrc to ensure consistency and that any discrepancies are immediately addressed. Customers will be greeted near the store's entrance by a Little Flare employee who will check their identification and watch for signs of impairment. If cleared by security, customers will enter the sales floor where they will be greeted by the sales team. Customers will be able to ask questions, view/smell samples of product in tamper-evident sealed glass jars, browse available product in the glass display cases and view a menu of available products on the television screen mounted behind the counter. Sales transactions will take place at the point of sale station and once a sales transaction is complete, customers will be guided to the store exit. A customer may also utilize the exterior window where they can pick up an online order, order through a QR Code or a menu. All adults in the vehicle will be ID'd to ensure nobody between the ages of 7 and 21 are in the vehicle. All drive through customers will be asked if children in the car (if any) are under seven and if a guardian is present. Little Flare employees will be trained on the importance of the limits on quantity sold per transaction and the exit packaging requirements set forth in the regulations.

**Section 3 – Exterior Window Service Operating Plan**

3.1. Describe how you will comply with the requirements set forth in 3 AAC 306.380 and 3 AAC 306.715. Your response must include include policies and procedures regarding video surveillance, ID verification, display of marijuana or marijuana products, security features including alarm systems and locks, measures to prevent consumers from unlawfully accessing marijuana and funds through the exterior window and licensee control of the area outside of the exterior window.

Little Flare does not intend to keep any marijuana or marijuana product at the exterior window. Marijuana and marijuana product will be located behind the retail sales counter, out of reach of the exterior window. All exterior window orders will be made via Internet, by telephone or a QR code menu that will be handed to an exterior window customer after ID verification. Cameras will be strategically placed outside the exterior window to capture the license plate of the vehicle approaching the window, capture ID verification and the full sales transaction. Inside the exterior window area, cameras will be placed to ensure that the area is fully covered including: the POS system, window, marijuana and marijuana product storage and sales transactions through the window. The POS system used for exterior window pick ups is located on the counter behind the retail sales counter. At no time will currency, marijuana or marijuana product be accessible or visible by any person(s) utilizing the exterior window. Before completing a sale at the exterior window, Little Flare employees shall physically view and inspect the customer's government issued photo ID, and verify, to the best of their ability, that each person in the vehicle under the age of 7 or over the age of 21. If children age 7 or under are in the vehicle, employees will ask if the child(ren) are the customer's own child, grandchild, or ward. The exterior window is located to minimize compromises to security. No transfers to the exterior window are necessary as the window is located behind the retail sales counter. All interactions at the exterior window will be recorded and video records will be stored in compliance with 3 AAC 306.720.

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

Initials

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

I certify the area immediately outside the walk-up or drive-through exterior window does not include any public property including public streets, public sidewalks, or public parking lots.

I certify I have read, understood and will comply with all requirements set forth in 3 AAC 306.380, 3 AAC 306.715 and 3 AAC 306.720.

Section 4 – Prohibitions

Review the requirements under 3 AAC 306.310.

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

Little Flare will not sell, offer to sell, give, distribute, or deliver marijuana or marijuana products to any customers who are: (1) not physically present on the licensed premises; (2) under the influence of an alcoholic beverage, inhalant, or controlled substance; or (3) not at least twenty-one (21) years of age at the time of purchase, as evidenced by valid government-issued photo identification. All customers will enter one (1) main door into the retail establishment, or utilize the exterior window, where they will be greeted by a Little Flare employee who will then check their ID. During this time, employees will be watching for signs of impairment. Continued on Page 6...

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

Initials

- a. Sell, give, distribute, deliver, or offer to sell, give, distribute, or deliver marijuana or marijuana product in a quantity exceeding the limit set out in 3 AAC 306.355; or in violation of 3 AAC 306.380.**
- b. Sell, give, distribute, deliver, or offer to sell, give, distribute, or deliver marijuana or marijuana product over the internet; other than as permitted under 3 AAC 306.380.**
- c. Offer or deliver to a consumer, as a marketing promotion or for any other reason, free marijuana or marijuana product, including a sample;**
- d. Offer or deliver to a consumer, as a marketing promotion or for any other reason, alcoholic beverages, free or for compensation; or**
- e. Allow a person to consume marijuana or a marijuana product on the licensed premises, except as allowed under 3 AAC 306.370.**



Section 5 – Signage and Advertising

Review the requirements under 3 AAC 306.365 and 306.770. All licensed retail marijuana stores must meet minimum standards for signage and advertising.

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

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

ow

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

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- a. Is false or misleading;
- b. Promotes excessive consumption;
- c. Represents that the use of marijuana has curative or therapeutic effects;
- d. Depicts a person under the age of 21 consuming marijuana; or
- e. Includes an object or character, including a toy, a cartoon character, or any other depiction designed to appeal to a child or other person under the age of 21, that promotes consumption of marijuana.

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

- a. Within 1,000 feet of the perimeter of any child-centered facility, including a school, childcare facility, or other facility providing services to children, a playground or recreation center, a public park, a library, or a game arcade that is open to persons under the age of 21;
- b. On or in a publicly owned or operated property;
- c. Within 1,000 feet of a substance abuse or treatment facility.

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ow

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Section 6 – Displays and Sales

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

All marijuana and marijuana products will be displayed and dispensed for sales within the designated restricted access area, unreachable to customers. Signage stating, "Restricted Access Area: Visitors Must be Escorted" will be posted at the access points that lead behind the counter. Marijuana and marijuana products (Edibles, Concentrates and Flower) will be displayed in locked, glass display cases, on shelving along the wall behind the display case/point of sales counter and in a cooler behind the display case/point of sale counter. Product displays will be in full view of a working video surveillance camera at all times that marijuana or marijuana product is stored in the display. All employees will be trained and regularly monitored to ensure compliance with the display and closing policies, and that all product is secured and accounted for at all times. A television will be mounted on the wall behind the point of sale counter to display a menu of available product. When customers have made their purchasing decisions, they will head to the point of sale counter. Cashiers will take the customer order and dispense for sales from behind the counter. Continued on Page 6...

**Section 7 – Exit Packaging and Labeling**

Review the requirements under 3 AAC 306.345.

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

The licensee and/or the general manager will inspect all shipments of marijuana and marijuana products that arrive at the retail store. Shipments will be inspected for quality and consistency with the transport manifest and shipment labels, and for regulatory compliance. Labels will be checked for: (1) name and license number of the manufacturing or cultivation facility; (2) products and/or batch number; (3) strain information; (4) net weight of the product; (5) packaging date and expiration date; and (6) testing lab name and license number. The transport manifest will be checked for: (1) name and license number of the providing entity; (2) delivery date; (3) start time and estimated arrival time; (4) strain and batch information; (5) delivery driver name and handler's card verification; (6) the weight of the products transferred; and (7) testing information. Once a delivery is approved by either the licensee or the general manager, the inventory will be accepted into the retail facility and entered into Metrc with all mandatory information designated by AMCO. The shipment information will be both recorded in Metrc and stored on-site as official business records. Both the transporting agent and the general manager will sign all paperwork and documents expressing that all information is deemed correct and the transfer took place. Shall any of the above be missing or inaccurate, the general manager will refuse the transfer.

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

Retailer: Little Flare		License No: 41029		
Cultivator:		License No:		
Harvest Batch No:		Package No:		
Net MJ Weight:	OZ(g)	Strain:		
Testing Facility:		License No:		
THC:	THCA:	CBD:	CBDA:	CBN:
Microbial Test:	Fungicides:	Pesticides:	Herbicides:	
Fertilizers:	Soil Amendment:			

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

**Section 8 – Security**

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

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

Little Flare will have an employee approach each and every customer that enters the licensed premises or utilizes the exterior window and request identification. Little Flare will refuse to sell marijuana or marijuana product to a person who does not produce a form of valid photo identification showing that the customer is 21 years of age or older. Valid forms of identification are: (1) an unexpired, unaltered passport; (2) an unexpired, unaltered driver's license, instruction permit, or identification card of the state or territory of the United States, the District of Columbia, or a province or territory of Canada; (3) an identification card issued by a federal or state agency authorized to issue a driver's license or identification card; or (4) a tribal identification card, issued by a federally recognized tribe, that has a photograph, signature, date of birth and security features identified by Alaska Statutes. Once identification has been verified, the customer will be free to view products and make purchases.

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

Initials

OW

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

Section 9 – Waste Disposal

Review the requirements under 3 AAC 306.740.

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

Little Flare will be disposing of: (1) marijuana that is identified as contaminated, infected or is otherwise rejected for quality; (2) marijuana and marijuana products that reach their expiration date; (3) any other materials or containers in contact with marijuana products that risk contamination; (4) any other marijuana or marijuana product deemed as waste by the licensee, the general manager, MCB, or AMCO director. Marijuana waste will be stored away from all other products in a locked container on the premises, and will be rendered unusable prior to leaving the store disposal. Marijuana waste will be rendered unusable by grinding the materials and mixing with other compostable and non-compostable non-marijuana material such as; food waste, cardboard, paper, and yard waste; until the mixture is no more than fifty percent (50%) marijuana waste. Continued on Page 6...

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

Initials

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

OW

Olivia Willis

Printed name of licensee

Olivia Willis

Signature of licensee



(Additional Space as Needed):

4.1 Continued: If a person enters the premises exhibiting signs of impairment, employees will be trained to recognize those signs, refuse all service and sale to that individual, and escort them safely from the premises. Law enforcement will be contacted for back-up when necessary. Additionally, employees and management will exercise strict diligence and compliance with the sale limits embodied in 3 AAC 306.355. A manager will be on hand to help manage customer ingress and egress and ensure there is an adequate number of employees on the sales floor.

6.1 Continued: Concentrates and edibles will all be pre-packaged and labeled. Flower will be sold either pre-packaged or "Deli" style. "Deli" style flower will be displayed in large glass jars, behind the point of sale counter with batch-labeled strains. Employees will take customer orders at the point of sale counter and weigh the flower using a certified scale. Once weighed to the desired amount, the employee will register the purchase in the point of sale system which integrates with Metrc, seal the product into a child-resistant container, and print the packaging label. The pre-packaged products will be displayed in the glass display cases located within the restricted access area. The store will also buy bulk marijuana and roll their own pre-packaged marijuana joints and package them in accordance with the regulations and place into pre-labeled mylar bags. Any edibles requiring refrigeration will be stored in a refrigerator behind the point of sale counter in the restricted access area. Employees will ensure that each marijuana product is in fully opaque and child-resistant packaging before a customer exits the store with it. The exterior window will not have any marijuana or marijuana product on display. All orders will be made online or off a menu.

9.1 Continued: Management will maintain a log on the status of all marijuana waste, tracking the type, date of disposal, date rendered unusable, the reason for disposal, and final destination. Either a Borough waste truck or a contracted waste truck will collect the waste mixture and dispose of it at a local waste station. All waste information will be recorded in the disposal log and securely stored as a business record, available to AMCO upon request.



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

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

ALCOHOL & MARIJUANA CONTROL OFFICE

550 West Seventh Avenue, Suite 1600

Anchorage, AK 99501

Main: 907.269.0350

April 27, 2026

Little Flare, LLC
DBA: Little Flare
Via: littleflareak@gmail.com

Re: Little Flare #41029

Dear Olivia Willis,

At the April 15th-16th, 2026 meeting of the Marijuana Control Board in Nome, Alaska, the board passed a motion to approve your new Retail Marijuana Store application, with delegation to the director. Delegation means that the board has authorized the director to issue the license once all outstanding approvals are received, including fire marshal approval, local government, Department of Environmental Conservation-Food Safety Program.

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

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

Sincerely,

A handwritten signature in black ink, appearing to be "RT Cruz".

Regina T. Cruz
Marijuana Licensing Supervisor

cc: License File
Matanuska – Susitna Borough

Plan Review Approval Letter & Certificate
Grantor: State of Alaska, Department of Public Safety, Division of Fire & Life Safety
Grantee: 900 TOWER HOLDINGS LLC,
Recording District:
Legal Description:

State of Alaska
Office of the State Fire Marshal
Plan Review

This is to certify that the plans for this building were reviewed by the *State Fire Marshal*
on 5/21/2026 for conformance with AS 18.70.010 -- 100; 13 AAC 50.027.

This certificate shall be posted in a conspicuous place on the premises named
Scorpion Grass 3 and shall remain
posted until construction is completed.

NOTICE: Any changes or modifications to the approved plans **must** be resubmitted for
review by the *State Fire Marshal*.

Plan Review #: 2026ANCH0242 By: Oscar Lage

Authority: AS 18.70.080

Form: 12-741

(6/01) **Full Plan Review**

Oscar Lage
Building Plans Examiner I



THE STATE
of ALASKA
GOVERNOR MIKE DUNLEAVY

Department of Public Safety

DIVISION OF FIRE AND LIFE SAFETY

Plan Review Bureau – Anchorage

5700 East Tudor Road

Anchorage, Alaska 99705-1225

Main: 907.269.2004

Fax: 907.269.0098

05/26/2026

Return to Applicant: Sarah Weller
1500 E Bogard Rd
Wasilla, AK 99654

SUBJECT: Scorpion Grass 3 - Full Plan Review
ADDRESS: 9701 E Palmer-Wasilla Hwy
CITY: Palmer
PLAN REVIEW: 2026ANCH0242
TYPE OF CONSTRUCTION: V-B
OCCUPANCY: B Business
2021 INTERNATIONAL BUILDING AND FIRE CODE

Dear Sarah Weller:

Plans for the Full Plan Review have been reviewed by this office for conformity with the State Fire Safety Regulations and are hereby approved. Enclosed is a certificate of approval that must be posted on the premises until completion of the above project.

It is prohibited to occupy this building until construction is completed, and if applicable, the Automatic Fire System(s) is installed, tested, and certified as operable. Any changes to the approved plans must be submitted to this office for review and approval.

Approval of submitted plans is not approval of omissions or oversights by this office or noncompliance with any applicable regulations of the Municipal Government. The plans have not been reviewed for compliance with the federal Americans with Disabilities Act or structural requirements.

It must be understood that the inclusion of and compliance with State Fire Safety Regulations does not preclude the necessity of compliance with the requirements of local codes and ordinances.

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

Approved By:
Oscar Lage
Building Plans Examiner I
oscar.lage@alaska.gov

Enclosure: Approval Certificate

COMMENTS

Agency Comments



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Transportation and
Public Facilities

Planning Commission Meeting
August 17, 2026
9:00 AM

Project Delivery: Statewide Planning
Anchorage Field Office

4111 Aviation Avenue
PO Box 196900
Anchorage, AK 99519-6900
Main: 907-269-0520
dot.alaska.gov

July 8, 2026

Mark Whisenhunt, Planner
Planning Department
Matanuska-Susitna Borough
350 East Dahlia Avenue
Palmer, AK 99645

[Sent Electronically]

Re: Conditional Use Permit Review

Dear Mr. Whisenhunt:

The Alaska Department of Transportation and Public Facilities (DOT&PF) Central Region has reviewed the following conditional use permits and have the following comments:

- **CUP MSB 17.60 – Little Flare LLC – Permit #MARI-2026-10316 (Palmer Wasilla Highway)**
 - No objection to conditional use permit.
 - Continue to resolve access permitting with DOT&PF Right-of-Way section.
 - DOT&PF expects site plan driveway access to be updated through the permitting process.
 - Site plan currently depicts trees in DOT&PF right-of-way, trees and shrubbery should be planted so as not to encroach the right-of-way.

All properties accessing DOT&PF roads must apply to Right of Way for a driveway permit and/or approach road review, subject to provisions listed in 17 AAC 10.020. Any previously issued access permits become invalid once the property undergoes a platting action or change in use and must be reissued.

We recommend the petitioner verify all section line easements and DOT&PF road rights-of-way adjacent to their property. For assistance, the petitioner may contact the Engineering group within the Right of Way section in DOT&PF at (907) 269-0700. The petitioner is liable to remove any improvements within the easements and rights-of-way that impede the operation and maintenance of those facilities even if they are not shown on the plat, so it is in the petitioner's best interest to identify the exact locations and widths of any such easements or rights-of-way before they improve the property.

If any section line easements or road rights-of-way exist within the bounds of their plat, we recommend the petitioner dedicate them. If there is an existing right-of-way or easement, the petitioner is unable to

"Keep Alaska Moving."

develop that portion of the property yet continues to pay property taxes on it; dedicating will remove that cost to the petitioner.

Planning Commission Meeting

August 17, 2026

97 of 140

If there are any questions regarding these comments please feel free to contact me at (907) 269-0516 or erica.kostelecky@alaska.gov.

Sincerely,



Erica Kostelecky
Area Planner, DOT&PF

cc: Gabe Kutcher, Acting Property Management Supervisor, Right of Way, DOT&PF
Devki Rearden, Engineering Associate, DOT&PF
Morris Beckwith, Right of Way, DOT&PF
Brad Sworts, Pre-Design & Engineering Div. Manager, MSB
Anna Bosin, Traffic & Safety Engineer, DOT&PF
Chris Post, Highway Design Chief, DOT&PF

Public Comments

**Staff did not receive any
comments from the public in
reference to this item.**

PLANNING COMMISSION RESOLUTION

By: Mark Whisenhunt
Introduced: August 3, 2026
Public Hearing: August 17, 2026
Action:

MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 26-12

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION APPROVING A CONDITIONAL USE PERMIT FOR THE OPERATION OF A MARIJUANA RETAIL FACILITY LOCATED AT 9701 EAST PALMER-WASILLA HIGHWAY.

WHEREAS, an application has been received from Jana Weltzin, on behalf of Little Flare, LLC for a conditional use permit for the operation of a marijuana retail facility at 9701 East Palmer-Wasilla Highway, TAX ID#5865000L007A; and

WHEREAS, MSB 17.60.030(A)(4) requires a conditional use permit for the operation of a marijuana retail facility; and

WHEREAS, unless this type of use is maintained under and in accordance with a lawfully issued permit, marijuana retail facilities are declared to be a public nuisance; and

WHEREAS, the subject parcel is approximately 1.66 acres in size; and

WHEREAS, based on the information provided by the applicant, a Core Area Conditional Use Permit in accordance with MSB 17.61.020(A)(1) through (4) is not required; and

WHEREAS, the subject parcel is within the boundary of the Gateway Community Council; and

WHEREAS, the proposed retail facility will be wholly contained within a commercial structure approximately 1,632 square feet in size; and

WHEREAS, the property is located in the Core Area; however, there are no specific zoning designations for this parcel; and

WHEREAS, the proposed use will access the Palmer-Wasilla Highway which is managed by the State of Alaska; and

WHEREAS, the Palmer-Wasilla Highway has many different uses on its frontage, including residential, commercial, and industrial; and

WHEREAS, the closest residential structure is located approximately 545 feet north of the proposed use; and

WHEREAS, the application material indicates one backlight sign will be installed on the proposed facility. The sign will be installed on the south side of the building adjacent to the entrance; and

WHEREAS, the proposed hours of operation are 8:00 a.m. until 12:00 a.m., Monday through Friday, 10:00 a.m. until 12:00 a.m. on Saturday, and 10:00 a.m. until 10:00 p.m. on Sunday; and

WHEREAS, according to the application material, the proposed use will be located approximately 85.9 feet from the Palmer-Wasilla Highway right-of-way to the south, approximately 240 feet to the east side property line, approximately 93.3 feet to the north side

property line, and approximately 30 feet to the west side property line; and

WHEREAS, there are multiple commercial businesses in the surrounding area, including, but not limited to, a car wash, a junkyard/refuse facility, a storage facility, and an animal feed business; and

WHEREAS, the surrounding area is comprised of mixed uses. Parcels to the north and south contain both vacant land and residential uses. Parcels to the east contain both residential and commercial uses. Parcels to the west contain industrial, commercial, and residential uses; and

WHEREAS, consumption of marijuana is prohibited at the site; and

WHEREAS, people under the age of 21 are prohibited from entering the facility; and

WHEREAS, according to the application material, loitering will not be allowed; and

WHEREAS, the closest school (Colony High School) is approximately 1,262 feet away from the use; and

WHEREAS, according to the application material, the proposed use has a security plan in place, which includes education of employees on all security measures; and

WHEREAS, security cameras, motion detectors, and lighting are used to monitor all activities at the facility; and

WHEREAS, the State of Alaska Fire Marshal's office has issued the approved Plan Review #2026ANCH0242, for the commercial structure; and

WHEREAS, the commercial structure is in full compliance with the applicable State of Alaska fire code; and

WHEREAS, all marijuana products deemed unusable are blended and mixed with compostable material in a container. The waste will then be taken to an MSB waste acceptance facility to be disposed of; and

WHEREAS, the structure meets all applicable setback requirements required by MSB 17.55 - Setbacks and Screening Easements; and

WHEREAS, all of the required site plans and operational information have been provided by the applicant; and

WHEREAS, there are no industrial processes or equipment that generate noise associated with the proposed use; and

WHEREAS, the proposed use has an odor control plan in place that includes a "no odor" policy, sealed odor-proof containers, enclosed display jars, air sanitizers, and odor-control measures during transportation to ensure no odor is detectable outside the facility; and

WHEREAS, according to the application material, landscaping will include drainage retention, seeded grass and trees; and

WHEREAS, on April 16th, 2026, at the State of Alaska Marijuana Control Board meeting, the Board voted to approve Little Flare Retail Marijuana Store License #41029 with delegation; and

WHEREAS, a copy of the delegated approval for the applicant's marijuana retail facility has been provided to the MSB Development Services Division; and

WHEREAS, the applicant has provided a copy of the approved Plan Review #2026ANCH0242; and

WHEREAS, the plat requires access to the parcel from the southeast corner via the Palmer-Wasilla Highway, a State of Alaska-managed right-of-way. This location is required to be a common access point with the lot abutting the east lot line; and

WHEREAS, the parcel abutting the subject property to the east is developed with a residential use. It has two driveways onto the Palmer-Wasilla Highway, one of which is located at the common access point shared with the subject parcel; and

WHEREAS, a marijuana retail facility 1,632 square feet in size is required to provide five parking spaces with one ADA compliant space; and

WHEREAS, according to the site plan, thirty-six (36) customer parking spaces will be provided; and

WHEREAS, each space is 20 feet in length and ten feet wide;
and

WHEREAS, there are no vertical clearance limitations on site;
and

WHEREAS, ADA guidelines require two van accessible parking spaces, for 26 to 50 spaces; and

WHEREAS, according to the site plan, two van accessible parking spaces, 10 feet wide with a shared ten-foot wide parking isle will being provided; and

WHEREAS, the Planning Commission has reviewed this application with respect to standards set forth in MSB 17.60.100, 17.60.150 and 17.60.170; and

WHEREAS, the Planning Commission conducted a public hearing on August 17, 2026, on this matter.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby adopts the aforementioned findings of fact and makes the following conclusions of law supporting approval of Planning Commission Resolution 26-12:

1. The proposed use, with conditions, will not detract from the value, character, and integrity of the surrounding area (MSB 17.60.100(B)(1)).
2. The proposed use, with conditions, will not be harmful to the public health, safety, convenience, and welfare (MSB 17.60.100(B)(2)).
3. Sufficient setbacks, lot area, buffers or other safeguards are being provided (MSB 17.60.100(B)(3)).

4. The application material meets all of the requirements of this chapter (MSB 17.60.100(B)(4)).
5. The proposed use, with conditions, will not negatively affect other properties due to factors such as noise and odor (MSB 17.60.150(A)(1)).
6. Measures are in place, with conditions, to reduce negative affects upon adjacent properties (MSB 17.60.150(A)(2)(a-c)).
7. The proposed use, with conditions, is compatible with the character of the surrounding area (MSB 17.60.150(A)(3)).
8. The proposed use is more than 1,000 feet away from any school grounds (MSB 17.60.150(B)(1)).
9. The applicant has provided documentation demonstrating all applicable licenses pertaining to 3 AAC 306.005 have been obtained (MSB 17.60.150(D)(1)).
10. The applicant has provided documentation demonstrating the proposed use is in full compliance with all applicable fire code (MSB 17.60.150(D)(2)).
11. The proposed use is located on a parcel that is appropriate for commercial use (MSB 17.60.170(A)(1-3)).
12. The proposed use meets the minimum number of parking spaces for retail facilities (MSB 17.60.170(B)).

13. The proposed use complies with current ADA parking space guidelines (MSB 17.60.170(C)).

BE IT FURTHER RESOLVED, that the Planning Commission finds this application does meet the standards of MSB 17.60 and does hereby approve the conditional use permit for the operation of a marijuana retail facility, with the following conditions:

1. The operation shall comply with all applicable state and local regulations.
2. All aspects of the operation shall comply with the description detailed in the application material and with the conditions of this permit. An amendment to the Conditional Use Permit shall be required prior to any expansion of the conditional use.
3. Borough staff shall be permitted to enter premises subject to this permit to monitor compliance with permit requirements. Such access will at minimum be allowed on demand when activity is occurring, and/or with prior verbal or written notice, and/or at other times as necessary to monitor compliance. Denial of access to Borough staff shall be a violation of this Conditional Use Permit.
4. The operation shall comply with the maximum permissible sound level limits allowed, per the requirements of MSB 8.52 - Noise, Amplified Sound and Vibration.

5. The hours of operation shall not exceed 8:00 a.m. to 12:00 a.m., Monday through Friday, 10:00 a.m. to 12:00 a.m. on Saturday, and 10:00 a.m. to 10:00 p.m. on Sunday.
6. A copy of the approved ADOT&PF Driveway Permit for the proposed access shall be provided to the Planning Department, prior to operating.
7. On-site consumption of marijuana and marijuana products is prohibited.

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. 26-17

A Resolution Of The Matanuska-Susitna Borough
Planning Commission Recommending Approval Of The
Borough's Priority Transportation Projects For Inclusion
In The MVP 2027-2030 Transportation Improvement
Program.

Staff: Alex Strawn, Planning and Land Use Director

Action:

**MATANUSKA-SUSITNA BOROUGH
RESOLUTION SERIAL NO. 26-082**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY APPROVING THE BOROUGH'S PRIORITY TRANSPORTATION PROJECTS FOR INCLUSION IN THE MVP 2027-2030 TRANSPORTATION IMPROVEMENT PROGRAM AND COMMITTING TO PROVIDE THE REQUIRED NON-FEDERAL SHARE FOR PROJECTS SELECTED FOR FEDERAL FUNDING.

WHEREAS, the Matanuska-Susitna Borough is a member of the MatSu Valley Planning for Transportation (MVP), the federally designated Metropolitan Planning Organization (MPO) responsible for conducting the metropolitan transportation planning process for the Mat-Su urbanized area; and

WHEREAS, federal law requires Metropolitan Planning Organizations to develop and maintain a continuing, cooperative, and comprehensive transportation planning process that guides transportation investment decisions within the metropolitan planning area; and

WHEREAS, the Metropolitan Transportation Plan (MTP) establishes the region's long-range vision for the transportation system and identifies projects and strategies that address existing and future transportation needs; and

WHEREAS, the Transportation Improvement Program (TIP) is a short-range program of transportation projects that implements the Metropolitan Transportation Plan by identifying projects proposed

for federal transportation funding over the TIP four-year programming period; and

WHEREAS, projects included in the TIP must be consistent with the adopted MTP and supported by the sponsoring jurisdiction; and

WHEREAS, federal transportation funding generally requires a non-federal local match, and sponsoring jurisdictions are responsible for providing the required local share for projects they nominate for inclusion in the TIP; and

WHEREAS, the Assembly has reviewed its transportation priorities and desires to nominate projects that improve safety, mobility, connectivity, economic vitality, and quality of life for Borough residents.

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Assembly hereby approves the following transportation projects for nomination and inclusion in MVP's 2027 - 2030 Transportation Improvement Program (TIP), subject to eligibility requirements and the applicable project selection process administered by MVP:

1. Seldon & Church Intersection Improvements
2. Nelson Road Extension
3. Machetanz Elementary Path & Crossing Improvements
4. Seldon Road Pavement Preservation - Lucille Road to Church Road

5. Carmel Road Reconstruction
6. Seward Meridian Parkway Pavement Preservation - Parks Highway to Palmer-Wasilla Highway
7. Covington Street Upgrade & Extension
8. ADA Assessment
9. Local Road Speed Management Plan
10. User Conflict Study
11. School Zone Signage Standardization

BE IT FURTHER RESOLVED, the Assembly approves the gravel or asphalt surface maintenance and preservation projects identified in the MVP Improvement Program attached to IM Serial Number 26-164.

BE IT FURTHER RESOLVED, the Assembly hereby commits to providing the required 9.03% non-federal matching funds for the aforementioned projects should they be selected for inclusion in the Transportation Improvement Program and awarded federal transportation funds.

BE IT FURTHER RESOLVED, that the Borough Manager, or designee, is authorized to submit these projects to MVP for inclusion in the Transportation Improvement Program and to execute any certifications, assurances, or other documents necessary to support the Borough's nominations.

ADOPTED by the Matanuska-Susitna Borough Assembly this - day

of -, 2026.

EDNA DeVRIES, Borough Mayor

ATTEST:

LONNIE R. McKECHNIE, CMC, Borough Clerk

(SEAL)

DRAFT

MATANUSKA-SUSITNA BOROUGH INFORMATION MEMORANDUM

IM No. 26-164 14 of 140

SUBJECT: A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY APPROVING THE BOROUGH'S PRIORITY TRANSPORTATION PROJECTS FOR INCLUSION IN THE MVP 2027-2030 TRANSPORTATION IMPROVEMENT PROGRAM AND COMMITTING TO PROVIDE THE REQUIRED NON-FEDERAL SHARE FOR PROJECTS SELECTED FOR FEDERAL FUNDING.

AGENDA OF: September 1, 2026

Assembly Action:

AGENDA ACTION REQUESTED: Present to the Assembly for consideration.

Route To	Signatures
Originator	<u> X </u>
Department Director	<u> X </u>
Public Works Director	<u> X </u>
Finance Director	<u> X </u>
Borough Attorney	<u> X </u>
Borough Manager	<u> X </u>
Borough Clerk	<u> X </u>

ATTACHMENT (S) : Resolution Serial No. 26-082 (4 pp)
 TIP Project descriptions (2 pp)
 MTP project list (13 pp)
 MVP Improvement Program (1 p)
 Planning Department Memorandum (2 pp)
 Planning Commission Reso 26-__ (pp)

SUMMARY STATEMENT: The Mat-Su Valley Planning for Transportation (MVP) serves as the federally designated Metropolitan Planning Organization (MPO) for the Mat-Su urbanized area. Federal

transportation law requires MPOs to maintain a continuing cooperative, and comprehensive transportation planning process and to develop both a long-range Metropolitan Transportation Plan (MTP) and a short-range Transportation Improvement Program (TIP). The TIP identifies transportation projects eligible to receive federal transportation funding during a four-year programming period.

As part of the development of MVP's 2027-2030 Transportation Improvement Program, member jurisdictions are being asked to identify and prioritize transportation projects for consideration. Projects proposed for inclusion in the TIP must be consistent with the adopted Metropolitan Transportation Plan and must be supported by the sponsoring jurisdiction.

The project list presented in this resolution differs from the transportation priorities recently adopted by the MVP Policy Board. Specifically, the following projects have been removed from the Borough's proposed TIP nomination list:

- KGB Elementary Pathways & Crossing Improvements
- Finger Lake Elementary Path Improvements
- Foothills Boulevard Reconstruction

These projects have been replaced with:

- Seldon Road Pavement Preservation (Lucille Road to Church Road)
- Carmel Road Reconstruction
- Covington Street Upgrade & Extension

Staff is recommending these modifications to better align the Borough's project priorities with current transportation needs, anticipated development patterns, available funding sources, and the need to maintain a balanced program of roadway and active transportation investments. While active transportation improvements remain an important component of the Borough's transportation system, the revised project list places greater emphasis on roadway preservation and reconstruction projects where existing conditions and projected growth indicate more immediate infrastructure needs.

The required Borough non-federal match for projects funded through this program is 9.03 percent of total project costs. Approval of this resolution represents a commitment from the Borough to provide the required non-federal share for the nominated projects that are ultimately programmed in the TIP. Actual appropriations for local match requirements will be requested through future budget actions as projects advance through design and construction.

The Assembly's approval of this resolution reflects its commitment

to ensuring that adequate funding will be identified and appropriated through future budget processes to satisfy all required local match obligations associated with projects accepted into the Transportation Improvement Program. The Borough will evaluate available funding mechanisms and budget priorities as projects advance to ensure compliance with federal funding requirements and successful project delivery. Future appropriations for required local matching funds will be presented to the Assembly through the Borough's annual budget process or separate Assembly action as individual projects advance.

RECOMMENDATION OF ADMINISTRATION: Respectfully request approval.

TIP PROJECT DESCRIPTIONS

Project Name	Project Description	Project Cost Rounded for MTP	Local Match Estimate
Seldon & Church Intersection Improvements	Construct a roundabout at the intersection of Seldon and Church Roads, including intersection lighting and crosswalk(s).	\$5,200,000.00	\$470,000
Nelson Road Extension	Extend Nelson Road north to Fairview Loop Road, providing secondary access to the area south of the Trunk Road-Parks Highway Interchange. Once constructed, a portion of this route will be within the school walk zone to Machetanz Elementary School.	\$6,860,000.00	\$620,000
Machetanz Elementary Path & Crossing Improvements	Add a pathway from the back of the school to Fetlock Drive (0.09 mi). Add pathway along entire length of Fetlock Drive (1.25 mi). Make crossing improvements at Barn Gable Lp. (East end): add flashing amber beacon at ped warning sign; improve crossing. Add pathway on South side of E Nelson Road (0.39 mi). Add pedestrian-activated flasher at E Nelson Rd/E Trot Dr crossing. Install post-mounted amber flashing beacons for school zone. Install S5-1 school zone regulatory signing at side streets. Construct a left turn lane for the entrance to the school drop-off/pick-up zone. Expand existing separated path system to Trunk Rd.	\$8,710,000.00	\$790,000
Seldon Road Pavement Preservation	This project is part of a pavement preservation program which is a proactive, network-level strategy that uses cost-effective, low-cost treatments on roads in good or fair condition to extend their service life, enhance safety, and prevent premature deterioration. It keeps good roads good, reducing the need for expensive rehabilitation or reconstruction by roughly 7 to 10 times. The project will place a thin asphalt overlay (2 inches or less) over the existing asphalt. If rutting of existing base asphalt has occurred a pre-leveling course of asphalt will be used before the overlay is placed. Key benefits are improved friction, impermeability, smoother ride, reduced noise, and mitigation of surface distress like raveling or mild oxidation.	\$4,510,000.00	\$410,000

Carmel Road Reconstruction	Reconstruct Carmel Road from Knik Goose Bay Road to Hallie Drive to major collector standards.	\$11,910,000.00	\$1,080,000
Seward Meridian Parkway Pavement Preservation – Parks HWY to Palmer Wasilla Hwy.	This project is part of a pavement preservation program which is a proactive, network-level strategy that uses cost-effective, low-cost treatments on roads in good or fair condition to extend their service life, enhance safety, and prevent premature deterioration. It keeps good roads good, reducing the need for expensive rehabilitation or reconstruction by roughly 7 to 10 times. The project will place a thin asphalt overlay (2 inches or less) over the existing asphalt. If rutting of existing base asphalt has occurred, a pre-leveling course of asphalt will be used before the overlay is placed. Key benefits are improved friction, impermeability, smoother ride, reduced noise, and mitigation of surface distress like raveling or mild oxidation.	\$6,570,000.00	\$590,000
Covington Street Upgrade & Extension	Upgrade existing and construct extension of Covington Street from Tex-Al Drive to Wasilla-Fishhook Road to major collector standards. The project length is approximately 1.25 miles.	\$11,350,000.00	\$1,020,000
ADA Assessment	Perform a reconnaissance study of curb ramps, curb slopes, detectable warnings, clear spaces, and other operable parts to determine compliance with ADA requirements in the core areas of the MSB.	\$250,000.00	\$20,000
User Conflict Study	Evaluate user conflicts on bike and pedestrian paths. Develop a guide for minimizing user conflict on bike and pedestrian paths. Provide recommendations for traditional engineering solutions and/or ITS systems designed to reduce dangerous driving behavior.	\$300,000.00	\$30,000
School Zone Signage Standardization	Standardize and update school zone regulatory and warning signs within 1 mile of schools. Assess current baseline of signage within one mile of schools and opportunities to improve safety through ITS. Coordinate the standardization of school regulatory and warning signs within one mile of schools with ADOT&PF, MSB, cities within and outside the MTA. Update/upgrade signs and systems to align with consistent standards.	\$250,000.00	\$20,000

KGB Elementary Pathways & Crossing	Construct a separated path along the full length of Vine Road from KGB Road to Parks Highway (0.64 mi). Add pathway on North side of W Hollywood Rd. between S Vine Rd. and S. Edelweiss Dr. (0.68 mi). Improve pedxing from School to new pathway on North side of W. Hollywood Rd. This expands/improves the existing pathway network.	\$7,380,000.00	\$670,000
Finger Lake Elementary Path Improvements	Improve unofficial pathway from N. Earl Dr. to N Barrys Resort Dr. (0.13 mi), including crossing of Cottonwood Creek. Add path to N. Cottonwood Lp (East end) from E. Bogard Rd. to E. Cherry Dr. (0.75 mi). Connect and upgrade E. Fir Rd. to parking lot (0.15 mi), adding separated path, lighting, signs/flashers, and sidewalk to school. Extends existing separate path network on Earl Dr.	\$7,380,000.00	\$670,000
Foothills Boulevard Reconstruction	Reconstruct Foothills Boulevard from Knik Goose Bay Road to Sweet Birch Avenue (unconstructed) to major collector standards.	\$11,640,000.00	\$1,050,000
Local Road Speed Management Plan	A planning document to address undesirable speeds on local roads, focusing on specific road safety needs, mitigating options, and maintenance implications. Improvements may include recommendation ITS solutions as a means of reducing speeding (for example, use of tools available from LetsDriveSafer.com that monitor speed at specific locations of concern, such as intersections or within school zones, etc.).	\$450,000	\$40,000

MatSu Valley Planning for Transportation Draft MTP Project List as of July 6, 2026

Table 1: Short Term Capital and Sponsor Submitted Planning Projects (2027-2030)

Project ID	Project Sponsor	Project Category	Project Name	Total Project Cost in 2026 \$	Local Match Estimate
1	City of Wasilla	MVP Active Transportation	Nelson Ave Multimodal Pathway (Graybark Dr to Lucille St)	\$ 1,260,000.00	\$ 110,000.00
4	MSB	MVP Active Transportation	KGB Elementary Pathways & Crossing	\$ 7,360,000.00	\$ 660,000.00
5	MSB	MVP Roadway	Seldon & Church Intersection Improvements	\$ 5,200,000.00	\$ 470,000.00
6	MSB	MVP Roadway	Nelson Road Extension	\$ 6,860,000.00	\$ 620,000.00
7	MSB	MVP Active Transportation	Finger Lake Elementary Path Improvements	\$ 7,380,000.00	\$ 670,000.00
11	City of Wasilla	MVP Active Transportation	Elkhorn Dr Sidewalk to Lucille St	\$ 1,740,000.00	\$ 160,000.00

Project ID	Project Sponsor	Project Category	Project Name	Total Project Cost in 2026 \$	Local Match Estimate
14	City of Palmer	MVP Roadway	East Auklet Ave from N. Alaska to the Cul-de-sac at the AKRR ROW	\$ 1,290,000.00	\$ 120,000.00
17	City of Wasilla	MVP Roadway	Lucille Lake North Shore Access Improvement Project	\$ 5,250,000.00	\$ 470,000.00
18	City of Palmer	MVP Roadway	N. Bailey Road Upgrades N. Bailey St. from Beaver to W. Eagle	\$ 3,210,000.00	\$ 290,000.00
19	City of Wasilla	MVP Roadway	S Seward Meridian Parkway to E Sun Mountain Avenue Connection Project (No platted right of way)	\$ 6,530,000.00	\$ 590,000.00
25	City of Palmer	MVP Roadway	E. Beaver Upgrade E. Beaver from N. Alaska to N. Chugach	\$ 1,500,000.00	\$ 140,000.00
27	MSB	MVP Active Transportation	Machetanz Elem. path and crossing improvements	\$ 8,710,000.00	\$ 790,000.00
29	City of Palmer	MVP Roadway	Entire E. Rempel Ave	\$ 1,500,000.00	\$ 140,000.00
36	MSB	MVP Roadway	Foothills Boulevard Reconstruction	\$ 11,640,000.00	\$ 1,050,000.00

Project ID	Project Sponsor	Project Category	Project Name	Total Project Cost in 2026 \$	Local Match Estimate
49	MSB	MVP Roadway	Seward Meridian Parkway Pavement Preservation, Parks Hwy to P-W Hwy	\$ 6,570,000.00	\$ 590,000.00
72	MSB	MVP Planning and Studies	ADA Assessment	\$ 250,000.00	\$ 20,000.00
73	MSB	MVP Planning and Studies	User Conflict Study	\$ 300,000.00	\$ 30,000.00
74	MSB	MVP Planning and Studies	Local Road Speed Management Plan	\$ 450,000.00	\$ 40,000.00
76	MSB	MVP Planning and Studies	School zone signage standardization	\$ 250,000.00	\$ 20,000.00
77	MVP	MVP Roadway	MVP Improvement Program*	\$ 34,020,000.00	\$ 3,070,000

*See Table 4 below for additional information about the MVP Improvement Program.

Table 2: Medium Term Capital and Sponsor Submitted Planning Projects (2031-2040)

Project ID	Project Sponsor	Project Category	Project Name	Total Project Cost in 2026 \$	Local Match Estimate
9	MSB	MVP Roadway	King Salmon Drive Bridge Replacement	\$ 5,110,000.00	\$ 460,000.00
10	MSB	MVP Roadway	Vine Road Pavement Preservation, Parks Hwy to Hollywood Road	\$ 6,030,000.00	\$ 540,000.00
23	MSB	MVP Roadway	Bogard Road Pavement Preservation, Glenn Hwy to Trunk Road	\$ 10,950,000.00	\$ 990,000.00
31	MSB	MVP Roadway	49th State Street Pavement Preservation, Bogard Road to Landfill Entrance	\$ 2,840,000.00	\$ 260,000.00
33	City of Wasilla	MVP Active Transportation	Endeavor Pathway connection from KGB to Riley	\$ 2,140,000.00	\$ 190,000.00
37	City of Wasilla	MVP Roadway	E Westpoint Drive Pavement & Pedestrian Safety Upgrade	\$ 1,440,000.00	\$ 130,000.00
38	MSB	MVP Active Transportation	Pathways for Teeland/Mat-Su Career Tech High School/ Fronteras Charter School	\$ 7,010,000.00	\$ 630,000.00

Project ID	Project Sponsor	Project Category	Project Name	Total Project Cost in 2026 \$	Local Match Estimate
39	MSB	MVP Roadway	Seldon Road Pavement Preservation, Church Road to Lucille Street	\$ 4,510,000.00	\$ 410,000.00
43	MSB	MVP Active Transportation	Pioneer Peak Elementary pathways	\$ 2,250,000.00	\$ 200,000.00
50	MSB	MVP Roadway	Sunset Avenue Pavement Preservation	\$ 3,720,000.00	\$ 340,000.00
55	MSB	MVP Roadway	Trunk Road Pavement Preservation, Parks Hwy Interchange to Nelson Road	\$ 3,940,000.00	\$ 360,000.00
66	MSB	MVP Roadway	Pamela Drive Pavement Preservation -	\$ 2,170,000.00	\$ 200,000.00
77	MVP	MVP Roadway	MVP Improvement Program*	\$ 13,290,000.00	\$ 1,200,00.00

*See Table 4 below for additional information about the MVP Improvement Program.

Table 2: Long Term Capital and Sponsor Submitted Planning Projects (2041-2050)

Project ID	Project Sponsor	Project Category	Project Name	Total Project Cost in 2026 \$	Local Match Estimate
21	City of Wasilla	MVP Roadway	Riley Drive Paving & Pedestrian Pathway	\$ 8,510,000.00	\$ 770,000.00
26	MSB	MVP Roadway	Charley Drive Rehabilitation	\$ 14,800,000.00	\$ 1,340,000.00
44	City of Wasilla	MVP Active Transportation	S Mack Pedestrian Pathway Project	\$ 4,540,000.00	\$ 410,000.00
46	MSB	MVP Roadway	Pike Avenue Reconstruction	\$ 3,260,000.00	\$ 290,000.00
47	MSB	MVP Roadway	Farm Meadows Avenue Upgrade and Extension	\$ 2,660,000.00	\$ 240,000.00
48	MSB	MVP Roadway	S Frontier Drive Extension East	\$ 10,230,000.00	\$ 920,000.00
53	MSB	MVP Roadway	Caribou Street Pavement Preservation	\$ 1,610,000.00	\$ 150,000.00

Project ID	Project Sponsor	Project Category	Project Name	Total Project Cost in 2026 \$	Local Match Estimate
54	MSB	MVP Roadway	Clapp Street Pavement Preservation, KGB Road to Laurie Ave	\$ 1,880,000.00	\$ 170,000.00
57	MSB	MVP Active Transportation	Lucille Street Pathway North Extension	\$ 2,990,000.00	\$ 270,000.00
58	MSB	MVP Roadway	Settlers Bay Drive Pavement Preservation, Turner Drive to end of SB Drive	\$ 1,690,000.00	\$ 150,000.00
60	MSB	MVP Roadway	Turner Road Pavement Preservation	\$ 810,000.00	\$ 70,000.00
63	MSB	MVP Roadway	Carmel Road Pavement Preservation	\$ 2,940,000.00	\$ 270,000.00
64	MSB	MVP Roadway	Copper Creek Road Pavement Preservation	\$ 1,320,000.00	\$ 120,000.00
65	MSB	MVP Roadway	Creekside Drive Pavement Preservation	\$ 1,450,000.00	\$ 130,000.00
67	MSB	MVP Roadway	Abby Boulevard Pavement Preservation	\$ 810,000.00	\$ 70,000.00

Project ID	Project Sponsor	Project Category	Project Name	Total Project Cost in 2026 \$	Local Match Estimate
77	MVP	MVP Roadway	MVP Improvement Program*	\$ 17,860,000.00	\$ 1,610,00.00

*See Table 4 below for additional information about the MVP Improvement Program.

Table 3: Illustrative Capital and Sponsor Submitted Planning Projects

Project ID	Project Sponsor	Project Category	Project Name	Total Project Cost in 2026 \$	Local Match Estimate
2	MSB	MVP Active Transportation	Larson Elementary School/Alcantra Sports Complex	\$ 16,030,000.00	\$ 1,450,000.00
3	MSB	MVP Roadway	Engstrom Road Reconstruction & Pathway	\$ 32,180,000.00	\$ 2,910,000.00
12	MSB	MVP Roadway	Seward Meridian Parkway Pavement Preservation, Bogard Road to Seldon Road	\$ 5,640,000.00	\$ 510,000.00
13	MSB	MVP Active Transportation	Tanaina Elementary Paths and Crossings	\$ 10,470,000.00	\$ 950,000.00
15	MSB	MVP Roadway	Seldon Road Reconstruction	\$ 27,580,000.00	\$ 2,490,000.00
16	MSB	MVP Roadway	Engstrom Road Congestion Relief (Engstrom Road to Trunk Road Corridor)	\$ 31,450,000.00	\$ 2,840,000.00
20	MSB	MVP Roadway	Engstrom Extension North	\$ 11,100,000.00	\$ 1,000,000.00

Project ID	Project Sponsor	Project Category	Project Name	Total Project Cost in 2026 \$	Local Match Estimate
24	MSB	MVP Roadway	Seward Meridian Parkway Pavement Preservation, P-W Hwy to Bogard Road	\$ 6,560,000.00	\$ 590,000.00
28	MSB	MVP Roadway	N. Arabian Ln Upgrade & Pathway Connection (E Bogard Rd to N Palmer-Fishhook Rd)	\$ 13,610,000.00	\$ 1,230,000.00
30	MSB	MVP Active Transportation	Dena'ina Elementary and Redington Jr/Sr High School paths and crossings	\$ 11,140,000.00	\$ 1,010,000.00
34	MSB	MVP Roadway	N Bear Street Upgrade and Extension	\$ 10,200,000.00	\$ 920,000.00
35	City of Wasilla	MVP Roadway	E Glenwood Ave to S Fern St Access Road (no platted right of way show stopper)	\$ 11,790,000.00	\$ 1,060,000.00
40	MSB	MVP Active Transportation	Colony Middle/High School Path Connector	\$ 860,000.00	\$ 80,000.00
41	MSB	MVP Roadway	King Salmon Drive/Rainbow Street Reconstruction	\$ 1,610,000.00	\$ 150,000.00
42	MSB	MVP Roadway	New Hope Street Upgrade and Extension	\$ 17,620,000.00	\$ 1,590,000.00

Project ID	Project Sponsor	Project Category	Project Name	Total Project Cost in 2026 \$	Local Match Estimate
45	MSB	MVP Roadway	Carmel Road Reconstruction	\$ 11,910,000.00	\$ 1,080,000.00
51	MSB	MVP Roadway	Hayfield Road Rehabilitation	\$ 18,610,000.00	\$ 1,680,000.00
52	MSB	MVP Roadway	Covington Street Upgrade and Extension	\$ 11,350,000.00	\$ 1,030,000.00
56	MSB	MVP Roadway	Davis Road Reconstruction	\$ 5,870,000.00	\$ 530,000.00
59	MSB	MVP Roadway	Tern Drive Realignment	\$ 3,490,000.00	\$ 320,000.00
62	City of Wasilla	MVP Roadway	W Lake Lucille Drive Fish Passage Culvert Improvement	\$ 1,570,000.00	\$ 140,000.00
68	City of Wasilla	MVP Roadway	Museum Drive, Beacon Street, and Aviation Avenue Realignment – Meadow Lakes Access Project	\$ 5,520,000.00	\$ 500,000.00
69	MSB	MVP Roadway	Brome Avenue Pavement Preservation	\$ 730,000.00	\$ 70,000.00

Project ID	Project Sponsor	Project Category	Project Name	Total Project Cost in 2026 \$	Local Match Estimate
70	MSB	MVP Roadway	S Sylvan Lane Reconstruction	\$ 3,800,000.00	\$ 340,000.00
71	MSB	MVP Roadway	Nelson Road Pavement Preservation, Withers Road to Fetlock Drive	\$ 1,700,000.00	\$ 150,000.00
75	MSB	MVP Planning and Studies	Needham Avenue/Carney Road/Shadow Circle Extension	\$ 750,000.00	\$ 70,000.00

The scope of the MVP Improvement Program is to perform gravel or asphalt surface maintenance and preservation activities on roads, sidewalks, and pathways. Work may also include upgrading existing illumination, signing, striping, storm drains, and intersection improvements, including nonmotorized crossings, as well as ADA upgrades to sidewalks and curb ramps. The process for nominating and selecting projects for inclusion in the MVP Improvement Program is distinct from the project nomination process for the MTP. Table 4 lists those projects that have been selected for inclusion in the MVP Improvement Program so far.

Table 4: MVP Improvement Program, Current Projects

Project Sponsor	Project Name	Total Project Cost Estimate (4/2025)	Estimated Construction Match (4/25)
MSB	Vine Road Striping	\$ 371,000.00	\$ 30,431.00
MSB	Gail Drive Mill & Pave	\$ 2,255,000.00	\$ 187,011.00
MSB	Mulchtana Drive Mill & Pave	\$ 2,457,000.00	\$ 203,807.00
MSB	Seldon Road Striping	\$ 628,000.00	\$ 51,561.00
MSB	Seward Meridian Parkway Striping	\$ 697,000.00	\$ 57,160.00
MSB	Earl Drive and Eek Street Mill & Pave	\$ 1,330,000.00	\$ 110,347.00
MSB	Gershmel Loop Mill & Pave	\$ 1,320,000.00	\$ 109,444.00
MSB	Bogard Road Striping	\$ 901,000.00	\$ 73,956.00
	MSB TOTAL	\$ 9,959,000.00	\$ 823,717.00
City of Wasilla	N Lucille Street Mill & Pave	\$ 763,000.00	\$ 63,300.00
City of Wasilla	N Peck Street	\$ 1,532,000.00	\$ 127,052.00
	CITY OF WASILLA TOTAL	\$ 2,295,000.00	\$ 190,352.00
City of Palmer	Caribou Ave	\$ 90,000.00	\$ 7,495.00
City of Palmer	N Chugach Street	\$ 166,000.00	\$ 13,726.00
City of Palmer	E Dolphin Ave.	\$ 161,000.00	\$ 13,364.00
City of Palmer	E Gold Key Lane	\$ 145,000.00	\$ 12,010.00
	CITY OF PALMER TOTAL	\$ 562,000.00	\$ 46,595.00



MATANUSKA-SUSITNA BOROUGH

Planning and Land Use Department

350 East Dahlia Avenue • Palmer, AK 99645

Phone (907) 861-7822

Email: Planning@matsugov.us

Memorandum

DATE: August 11, 2026
TO: MVP Technical Committee
FROM: Alex Strawn, Planning & Land Use Director
SUBJECT: **TIP amendments**

The Matanuska-Susitna Borough requests modifications to the draft Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP) to align the Borough's project priorities with current transportation needs, anticipated development patterns, available funding sources, and the need to maintain a balanced program of roadway and active transportation investments.

The Borough requests **removing** the following projects from the Borough's proposed TIP nomination list:

1. KGB Elementary Pathways & Crossing Improvements
2. Finger Lake Elementary Path Improvements
3. Foothills Boulevard Reconstruction

The Borough requests **adding** the following projects to the proposed TIP nomination list:

- Seldon Road Pavement Preservation (Lucille Road to Church Road)
- Carmel Road Reconstruction
- Covington Street Upgrade & Extension

Remove KGB Elementary and Finger Lake Pathways & Crossing Improvements

The Borough recommends removing the KGB Elementary Pathways & Crossing Improvements and Finger Lake Elementary Path Improvements from the current MTP project list. This recommendation should not be interpreted as a lack of support for pedestrian safety improvements around schools. These projects address important transportation and safety needs and remain worthy of future consideration.

However, when considered alongside the Machetanz Elementary Path & Crossing Improvements project, the combined investment in these three school-area pathway projects approaches approximately \$24 million. At an estimated \$8.7 million for Machetanz alone, the cumulative cost of advancing all three projects represents a significant share of the transportation program.

Given the Borough's limited funding capacity and the substantial roadway preservation, reconstruction, and connectivity needs throughout the region, the overall balance of the program has shifted too heavily toward large pathway projects. The Borough believes a more balanced approach is warranted, one that continues to support active transportation while also addressing critical roadway infrastructure needs.

The Borough encourages reconsideration of these projects in future TIP cycles as smaller, more targeted, and more affordable phases.

Replace Foothills Boulevard Reconstruction with Carmel Road Reconstruction

Foothills Boulevard Reconstruction is recommended for removal and replacement with Carmel Road Reconstruction. While both corridors require improvement, Carmel Road presents a more immediate need due to its substandard condition, Borough maintenance responsibility, and the recent approval of an 186-lot subdivision that will substantially increase traffic demand on the corridor. These roads are similar in type and need for funding. Additionally, both roads are within the same Road Service Area (RSA).

Covington Street Upgrade & Extension

The Covington Street Upgrade and Extension project is a strategic connectivity improvement that complements other transportation investments currently underway within the Fishhook triangle, including the Engstrom North Road Project and Tex Al Road Extension.

The project completes a missing roadway segment and creates a more direct north-south connection between Bogard Road and Wasilla-Fishhook Road. By providing a continuous route through this area, the project is expected to improve traffic distribution and reduce reliance on neighborhood cut-through routes, particularly the Charley Drive shortcut.

Staying within the Federal Timeline

The Borough recognizes the effort that MVP staff, consultants, participating jurisdictions, and committee members have invested in completing the inaugural Metropolitan Transportation Plan and Transportation Improvement Program. The Borough also recognizes the importance of maintaining the current adoption schedule to ensure the timely obligation of federal transportation funds and avoid unnecessary delays to project delivery.

It is not the Borough's intent to disrupt or delay the MTP and TIP adoption process. Rather, the Borough's objective is to ensure that the projects advancing into the TIP reflect current local priorities before those documents are finalized. The Borough believes these project substitutions can be accommodated through targeted revisions to the fiscal constraint analysis and related MTP documentation while minimizing impacts to the overall schedule.

The Borough is particularly mindful that delays in MTP and TIP adoption could affect future project programming, federal approvals, and ultimately project delivery timelines throughout the MPA. For that reason, the Borough supports pursuing the most efficient path available that preserves compliance with federal requirements while keeping the overall planning process on schedule.

By:
Introduced:
Public Hearing:
Action:

MATANUSKA-SUSITNA BOROUGH
PLANNING COMMISSION RESOLUTION NO. 26-17

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION
RECOMMENDING APPROVAL OF THE BOROUGH'S PRIORITY TRANSPORTATION
PROJECTS FOR INCLUSION IN THE MVP 2027-2030 TRANSPORTATION
IMPROVEMENT PROGRAM.

WHEREAS, the Matanuska-Susitna Borough is a member of the
MatSu Valley Planning for Transportation (MVP), the federally
designated Metropolitan Planning Organization (MPO) responsible
for conducting the metropolitan transportation planning process
for the Mat-Su urbanized area; and

WHEREAS, federal law requires Metropolitan Planning
Organizations to develop and maintain a continuing, cooperative,
and comprehensive transportation planning process that guides
transportation investment decisions within the metropolitan
planning area; and

WHEREAS, the Metropolitan Transportation Plan (MTP)
establishes the region's long-range vision for the transportation
system and identifies projects and strategies that address
existing and future transportation needs; and

WHEREAS, the Transportation Improvement Program (TIP) is a
short-range program of transportation projects that implements the

Metropolitan Transportation Plan by identifying projects proposed for federal transportation funding over the TIP four-year programming period; and

WHEREAS, projects included in the TIP must be consistent with the adopted MTP and supported by the sponsoring jurisdiction; and

WHEREAS, the Planning Commission has reviewed its transportation priorities and desires to nominate projects that improve safety, mobility, connectivity, economic vitality, and quality of life for Borough residents

NOW, THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Planning Commission hereby recommends approval of the following transportation projects for nomination and inclusion in MVP's 2027 - 2030 Transportation Improvement Program (TIP), subject to eligibility requirements and the applicable project selection process administered by MVP:

1. Seldon & Church Intersection Improvements
2. Nelson Road Extension
3. Machatenz Elementary Path & Crossing Improvements
4. Seldon Road Pavement Preservation - Lucille Road to Church Road
5. Carmel Road Reconstruction

6. Seward Meridian Parkway Pavement Preservation - Parks Highway to Palmer-Wasilla Highway
7. Covington Street Upgrade & Extension
8. ADA Assessment
9. User Conflict Study
10. Local Road Speed Management Plan
11. School Zone Signage Standardization

BE IT FURTHER RESOLVED, the Commission hereby recommends inclusion of the gravel and asphalt surface maintenance and preservation activities identified in the attached MVP Improvement Program.

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

RICHARD ALLEN, Chair

ATTEST

LACIE OLIVIERI, PLANNING CLERK

(SEAL)

YES:

NO:

DRAFT

MVP Improvement Program

Project Sponsor	Project Name	Total Project Cost Estimate (4/2025)	Estimated Construction Match (4/25)
MSB	Vine Road Striping	\$ 371,000.00	\$ 30,431.00
MSB	Gail Drive Mill & Pave	\$ 2,255,000.00	\$ 187,011.00
MSB	Mulchtana Drive Mill & Pave	\$ 2,457,000.00	\$ 203,807.00
MSB	Seldon Road Striping	\$ 628,000.00	\$ 51,561.00
MSB	Seward Meridian Parkway Striping	\$ 697,000.00	\$ 57,160.00
MSB	Earl Drive and Eek Street Mill & Pave	\$ 1,330,000.00	\$ 110,347.00
MSB	Gershmel Loop Mill & Pave	\$ 1,320,000.00	\$ 109,444.00
MSB	Bogard Road Striping	\$ 901,000.00	\$ 73,956.00
	MSB TOTAL	\$ 9,959,000.00	\$ 823,717.00
City of Wasilla	N Lucille Street Mill & Pave	\$ 763,000.00	\$ 63,300.00
City of Wasilla	N Peck Street	\$ 1,532,000.00	\$ 127,052.00
	CITY OF WASILLA TOTAL	\$ 2,295,000.00	\$ 190,352.00
City of Palmer	Caribou Ave	\$ 90,000.00	\$ 7,495.00
City of Palmer	N Chugach Street	\$ 166,000.00	\$ 13,726.00
City of Palmer	E Dolphin Ave.	\$ 161,000.00	\$ 13,364.00
City of Palmer	E Gold Key Lane	\$ 145,000.00	\$ 12,010.00
	CITY OF PALMER TOTAL	\$ 562,000.00	\$ 46,595.00

COMMISSION BUSINESS



MATANUSKA-SUSITNA BOROUGH

Planning and Land Use Department

350 East Dahlia Avenue • Palmer, AK 99645

Phone (907) 861-7822

Matsu.gov

MEMORANDUM

DATE: July 30, 2026

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: Wade Long)
- Butte Land Co. – Earth Materials Extraction; 17N02E35A024 (Staff: Natasha Grover)
- Harman Northeast – Earth Materials Extraction; 18N01W15B015 (Staff: Wade Long)
- Three Bears Alaska Inc. – Core Area Conditional Use Permit; 8211000L001 (Staff: Wade Long)
- Hart – Variance; 8578B05L015A (Staff: Natasha Grover)
- Riordan – Variance; 6041B08L010 (Staff: Natasha Grover)
- Punt Brothers Construction – Variance; 6040B03L003 (Staff: Natasha Grover)

Legislative

- Historic Preservation Plan (HPP) (Staff: Paul Clark)
- MSB Borough-Wide Comprehensive Plan (Staff: Paul Clark)