



MAYOR
 Glenda D. Ledford
WASILLA PLANNING COMMISSION
 Simon Brown II, Seat A
 David Seals, Seat B
 K. Darlene Langill, Seat C
 Carolyn DeYoung, Seat D
 Todd Stafford, Seat E

ACTING CITY PLANNER
 Crystal Nygard

**CITY OF WASILLA
 PLANNING COMMISSION MEETING AGENDA
 WASILLA CITY COUNCIL CHAMBERS**

Wasilla City Hall, 290 E. Herning Avenue, Wasilla, AK 99654 / 907-373-9020 phone

REGULAR MEETING

6:00 P.M.

MAY 12, 2026

Page

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **APPROVAL OF AGENDA**
5. **REPORTS**
 - 5.1. **Acting City Planner**
 - 5.2. **City Attorney**
6. **PUBLIC PARTICIPATION**
 - 6.1. **Persons to be Heard**
(3 minutes per person, for items not scheduled for quasi-judicial hearing)
7. **APPROVAL OF THE MINUTES**
 - 7.1. **Regular Meeting Minutes: April 28, 2026**
 1. [04282026 Minutes](#)
8. **NEW BUSINESS**
 - 8.1. **Legislative Recommendations/Actions**
 - 8.2. **Quasi-judicial Hearings**
Pursuant to Resolution Serial No. 26-04 and WMC 16.115.040, the Wasilla Planning Commission hereby affirms and adopts a policy allowing public oral argument and comment in quasi-judicial hearings; and that public oral argument or comment may be accepted by the Planning Commission regardless of whether written comments have been submitted.
9. **UNFINISHED BUSINESS**
10. **COMMUNICATIONS**
 - 10.1. **Permit Information**
 1. **Permits and Licenses Issued: April 22, 2026 - May 5, 2026**

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[Permits and Licenses Issued 04222026 05052026](#)

10.2. Enforcement Log

1. Alleged Code Violations: April 22, 2026 - May 5, 2026 11
[Violations List 04222026 05052026](#)

10.3. Matanuska-Susitna Borough Planning Commission Agenda(s)

1. MSB Planning Commission Agenda(s): May 2026 13 - 19
[05042026 MSB PC Agenda](#)
[05182026 MSB PC Agenda](#)

11. AUDIENCE COMMENTS (3 MINUTES PER PERSON)

12. STAFF, ATTORNEY, AND COMMISSION COMMENTS

13. ADJOURNMENT

WASILLA PLANNING COMMISSION

**REGULAR MEETING MINUTES
APRIL 28, 2026**

COMMISSION PRESENT: Simon Brown II, Seat A
David Seals (Chair), Seat B
K. Darlene Langill, Seat C
Carolyn DeYoung, Seat D
Todd Stafford, Seat E*

COMMISSION ABSENT: None

STAFF PRESENT: Crystal Nygard, Acting City Planner
Holly Wells, City Attorney
Juliah Barnett, Planning Clerk
Stephanie Queen, Planning Consultant*

**Participated telephonically.*

1. CALL TO ORDER

The regular meeting of the Wasilla Planning Commission was held Tuesday, April 28, 2026, in the Wasilla City Council Chambers, Wasilla, Alaska. Chair Seals called the meeting to order at 6:00 p.m.

2. ROLL CALL

Upon roll call, a quorum of the Wasilla Planning Commission was established.

3. PLEDGE OF ALLEGIANCE

Commissioner DeYoung led the Pledge of Allegiance to the United States of America.

4. APPROVAL OF AGENDA

Chair Seals asked if there were any conflicts to declare (none were declared).

**Commissioner Langill requested that the record reflect a personal relationship between her and the Smiths family; the City Attorney confirmed it was not a conflict at this setting.*

5. REPORTS

5.1. Acting City Planner

- Provided a report.

5.2. City Attorney

- No report provided.

6. PUBLIC PARTICIPATION

- 6.1. Persons to be Heard
(3 minutes per person, for items not scheduled for quasi-judicial hearing)

Clerk's Note: The comments below are summarized.

- Jeremy Collier, adjacent property and business owner to the proposed location for postponed CU26-02, expressed concerns that the project would be a step backward for City development and could create safety issues from increased pedestrian traffic near busy roads.
- Chad Wemple, local business owner and City resident, expressed support for City growth and the need for low-income housing, but questioned whether the proposed location for CU26-02 is appropriate and encouraged the Commission to consider alternatives for smarter growth.

7. APPROVAL OF THE MINUTES

- 7.1. Regular Meeting Minutes: April 14, 2026

Chair Seals requested that the item under Approval of the Minutes be read into the record.

Planning Clerk Barnett read the item under Approval of the Minutes into record.

MOTION: Commissioner Brown moved to approve the minutes as read.

ACTION: The minutes were approved without objection by unanimous consent.

8. NEW BUSINESS

- 8.1. Legislative Recommendations/Actions

Chair Seals requested the item under New Business be read into the record.

Planning Clerk Barnett read the Legislative Recommendations/Actions item into the record.

1. **Resolution 26-06:** Resolution of the Planning Commission Recommending Approval of the Rezone Application Filed by RFN Properties, LLC to Rezone Brookwood Commercial Park Subdivision Lots 2 and 3 from Rural Residential District to Commercial District

- a. **Item:** RZ26-01
Applicant: RFN Properties, LLC - Frank Smith
Request: The property owner of Brookwood Commercial Park Subdivision Lots 2 and 3, located at 210 E. Hardrock Circle, Wasilla, AK 99654, is requesting approval to rezone approximately 7.81 acres from Rural Residential (RR) to Commercial (C).

Lot Area: 7.81 ± acres (Total)
Legal Description: Lots 2 and 3, Brookwood Commercial Park Subdivision, according to plat number 2021-97, Palmer Recording District, Third Judicial District, State of Alaska
Location: 210 E Hardrock Circle, Wasilla, AK, 99654
Existing Zoning: Rural Residential (RR)
Proposed Zoning: Commercial (C)

- Frank “Todd” Smith of RFN Properties, LLC, applicant and owner of Brookwood Commercial Park, stated that the rezone would better align the property with its intended use and surrounding development patterns. He further stated that this development would fill a vital need for commercially zoned properties with the growth in infrastructure the City has experienced.

Discussion ensued.

- Stephanie Queen, Planning Consultant, provided an overview of the proposal, staff analysis, and the criteria supporting staff’s recommendation of approval to City Council.
- Chad Wempel, local business owner and City resident, expressed that the property is prime commercial land and that the Commission should consider both community needs and the pace of the City’s development.

MOTION: Commissioner Langill moved that the Commission approve the resolution and forward the recommendation to City Council.

Discussion ensued.

Commissioner Langill raised a Point of Order regarding the appropriateness of the City Attorney responding to questions directed to the Planner. Chair Seals ruled the point well taken, directing the Planner to answer the question, but noted that the City Attorney may provide legal clarification as needed.

ACTION: Approved.

YES: Seals, Langill, DeYoung, Stafford (4)
NO: Brown (1)
ABSENT: None (0)

8.2. Quasi-judicial Hearings

Pursuant to Resolution Serial No. 26-04 and WMC 16.115.040, the Wasilla Planning Commission hereby affirms and adopts a policy allowing public oral argument and comment in quasi-judicial hearings; and that public oral argument or comment may be accepted by the Planning Commission regardless of whether written comments have been submitted (5 minutes per person).

(None)

9. UNFINISHED BUSINESS

(None)

10. COMMUNICATIONS

Chair Seals reads the items under Communications into the record.

10.1. Permit Information

1. Permits and Licenses Issued: March 18, 2026 - April 7, 2026

10.2. Enforcement Log

1. Code Violations: March 18, 2026 - April 7, 2026

10.3. Matanuska-Susitna Borough (MSB) Planning Commission Agenda(s)

1. MSB Planning Commission Agenda(s): April 2026

No discussion. No action was taken.

11. AUDIENCE COMMENTS (3 minutes per person)

- Brian Bess, a City resident, expressed concerns for code compliance and public nuisances, for both the overall lack of action taken, as well as the time said action takes.

12. STAFF, ATTORNEY, AND COMMISSION COMMENTS

Clerk's Note: The comments below are summarized.

City Attorney

- Stated that she was present in her capacity as legal counsel and that any concerns regarding her participation should be directed to City Council.

Commissioner Brown

- Expressed appreciation for the Attorney's guidance during meetings and emphasized the importance of public participation, thanking those who participated in the meeting.

Commissioner Langill

- Expressed gratitude to the Planning Consultant and Deputy Administrator for their work.
- Expressed concern regarding the City Attorney's participation at the meetings.

Commissioner Stafford

- Requested that Commissioners remain aware of their microphone status due to the issues in clarity, particularly when participating electronically.

Commissioner Seals

- Stated that the City Attorney is a valuable resource for the Commission and is present to protect the Commission's interests.
- Expressed belief that the Commission is working toward the betterment of the City.

13. ADJOURNMENT

With no further business at hand, Chair Seals called for objection to adjourning the meeting. Hearing no objection, the meeting adjourned at 6:54 p.m.

DAVID SEALS, Chair

ATTEST:

CRYSTAL NYGARD, Acting City Planner

Minutes approved: _____

 **Permits Issued List**

From Date: 04/22/2026

To Date: 05/05/2026

Permit Type	Sub Type	Permit#	Address	Issue Date	Permit Fee
4th of July Parade Application	4th of July Parade Application	JUL26-000006	101 W Swanson Ave	05/01/2026	0.00
4th of July Parade Application	4th of July Parade Application	JUL26-000008	1901 N Cottonwood Loop	05/01/2026	0.00
4th of July Parade Application	4th of July Parade Application	JUL26-000018	101 Airport Rd	05/01/2026	0.00
4th of July Parade Application	4th of July Parade Application	JUL26-000020	2090 E Palmer Wasilla Hwy	05/04/2026	300.00
4th of July Parade Application	4th of July Parade Application	JUL26-000022	PO Box 873892	04/30/2026	550.00
4th of July Parade Application	4th of July Parade Application	JUL26-000028	2700 E Broadview Ave	04/30/2026	2,550.00
4th of July Parade Application	4th of July Parade Application	JUL26-000035	501 N Tommy Moe dr.	05/04/2026	0.00
4th of July Parade Application	4th of July Parade Application	JUL26-000036	1025 N Lucus Rd	05/05/2026	300.00
4th of July Parade Application Total	4th of July Parade Application Total			8	3,700.00
4th of July Parade Application Total				8	3,700.00
Administrative Approval Permit	Commercial Tenant	AP26-000018	935 W Commercial Dr	05/05/2026	25.00
Administrative Approval Permit	Commercial Tenant	AP26-000037	2301 E Sun Mountain Ave	05/05/2026	25.00
Administrative Approval Permit Total	Commercial Tenant Total			2	50.00
Administrative Approval Permit	Single Family Dwelling (SFD)	AP26-000034	1990 W Cameron Dr	04/22/2026	50.00
Administrative Approval Permit	Single Family Dwelling (SFD)	AP26-000033	1000 Walter Hagen Cir CIR	04/22/2026	50.00
Administrative Approval Permit Total	Single Family Dwelling (SFD) Total			2	100.00
Administrative Approval Permit	Single Family Dwelling Accessory Use/Building	AP26-000031	900 W Wilder Ave	05/05/2026	50.00
Administrative Approval Permit Total	Single Family Dwelling Accessory Use/Building T			1	50.00
Administrative Approval Permit Total				5	200.00
Public Works Special Events Permit	Special Event	SPE26-000003	357 E Parks HWY	04/23/2026	0.00
Public Works Special Events Permit	Special Event	SPE26-000004	1365 E Parks Hwy	04/22/2026	0.00

Public Works Special Events Permit Total	Special Event Total			2	0.00
Public Works Special Events Permit Total				2	0.00
Public Works Vendor Permit	Vendor Permit	VEN26-000007	1819 W Spruce AVE	04/23/2026	100.00
Public Works Vendor Permit	Vendor Permit	VEN26-000005	11175 E Equestrian ST	04/23/2026	100.00
Public Works Vendor Permit	Vendor Permit	VEN26-000006	500 W Nelson AVE	04/23/2026	25.00
Public Works Vendor Permit	Vendor Permit	VEN26-000009	2180 W Melanie AVE	04/22/2026	25.00
Public Works Vendor Permit Total	Vendor Permit Total			4	250.00
Public Works Vendor Permit Total				4	250.00
All Permits Total				19	4,150.00

 **Violation List**

Open From Date: 04/22/2026

Open To Date: 05/05/2026

File#	Violation	Address	Open Date	Status
			Total Violations	0

MATANUSKA-SUSITNA BOROUGH PLANNING COMMISSION AGENDA

Edna DeVries, Mayor

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



Michael Brown, Borough Manager

PLANNING & LAND USE DEPARTMENT
Alex Strawn, Planning & Land Use Director
Jason Ortiz, Planning & Land Use Deputy Director
Wade Long, Development Services Manager
Tyler Young, Platting Officer
Lacie Olivieri, Planning Clerk

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

May 4, 2026
REGULAR MEETING
6:00 p.m.

Ways to participate in the meeting:

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

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

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

TELEPHONIC TESTIMONY:

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

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

- Matanuska-Susitna Borough - YouTube
- Matanuska-Susitna Borough - Facebook

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

II. APPROVAL OF AGENDA

III. PLEDGE OF ALLEGIANCE

IV. CONSENT AGENDA

A. MINUTES

Regular Meeting Minutes: April 20, 2026

B. INTRODUCTION FOR PUBLIC HEARING: QUASI-JUDICIAL MATTERS

Resolution 26-05

A Conditional Use Permit In Accordance With MSB 17.30 – Conditional Use Permit For Earth Materials Extraction Activities To Extract Approximately 360,000 Cubic Yards of Gravel Over 10 Years Located at 20254 West Susitna Parkway (Tax ID# 16N04W03A009), Within Township 16 North, Range 4 West, Section 3, Seward Meridian.

Public Hearing Date: May 18, 2026

Staff: Rick Benedict

Resolution 26-07

A Variance in Accordance With MSB 17.65 – Variances To Construct A Residential Structure Approximately 32 Feet From Middle Caswell Lake Located At 49562 South Lure Circle (Tax ID# 6070000L1051), Within Township 22 North, Range 4 West, Section 14, Seward Meridian.

Public Hearing Date: May 18, 2026

Staff: Rebecca Skjothaug

C. INTRODUCTION FOR PUBLIC HEARING: LEGISLATIVE MATTERS

V. COMMITTEE REPORTS

VI. AGENCY/STAFF REPORTS

VII. LAND USE CLASSIFICATIONS

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

IX. PUBLIC HEARING: QUASI-JUDICIAL MATTERS

Commission members may not have ex parte contact with the applicant, other interested parties, or the public regarding the application or its issues.

X. PUBLIC HEARING: LEGISLATIVE MATTERS

XI. CORRESPONDENCE & INFORMATION

XII. UNFINISHED BUSINESS

XIII. NEW BUSINESS

XIV. COMMISSION BUSINESS

- A. Upcoming Planning Commission Agenda Items
- XV. DIRECTOR AND COMMISSIONER COMMENTS
- XVI. ADJOURNMENT (*Mandatory Midnight*)

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

Matanuska-Susitna Borough

Planning Commission Meeting Agenda



Meeting Date: May 18, 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
 - Michael Collins
 - 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 PM (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, press *3 to raise your hand.
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 – May 4, 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
 - A. Resolution 26-08 A Resolution Of The Matanuska-Susitna Borough Planning Commission Recommending Approval Of An Ordinance Classifying Key Borough-Owned Parcels On The Shore Of The Deshka River As Watershed Lands To Protect Salmon Populations. (MSB008272)
Staff: Emerson Krueger, Resource Manager
8. Audience Participation
9. Public Hearing: Quasi-Judicial Matters

- A. Resolution 26-05 A Conditional Use Permit In Accordance With MSB 17.30 – Conditional Use Permit For Earth Materials Extraction Activities To Extract Approximately 360,000 Cubic Yards Of Gravel Over 10 Years Located at 20254 West Susitna Parkway (Tax ID# 16N04W03A009), Within Township 16 North, Range 4 West, Section 3, Seward Meridian.
Staff: Wade Long, Development Services Manager

- B. Resolution 26-07 A Variance in Accordance With MSB 17.65 – Variances To Construct A Residential Structure Approximately 32 Feet From Middle Caswell Lake Located At 49562 South Lure Circle (Tax ID# 6070000L1051), Within Township 22 North, Range 4 West, Section 14, Seward Meridian.
Staff: Natasha Grover, Current Planner

- 10. Public Hearing: Legislative Matters
- 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.**
