



**MUNICIPALITY OF ANCHORAGE  
BOARD OF ADJUSTMENT  
MEETING AGENDA**

January 31, 2025; 10:00 a.m. to 11:00 a.m.  
City Hall, 632 W. 6<sup>th</sup> Avenue  
Conference Room 240 and Microsoft TEAMS  
Anchorage, Alaska

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF THE AGENDA**
4. **MINUTES OF THE PREVIOUS MEETING**
  - A. Minutes of the Board of Adjustment Meeting of January 17, 2025
  - B. Minutes of the Board of Adjustment Meeting of January 22, 2025
5. **NEW BUSINESS –**
  - A. **BOA Appeal No. 2024-01**, Re: Canyon View Estates Subdivision, Lot 1-27 and Tracts A, B, & C / Canyon View Estates Subdivision, Lots 1-14, Block 1, Lots 1-11, Block 2, and Tracts A, B, C, 1A, & 2A
    1. **Findings of Fact and Decision**
6. **OLD BUSINESS – None.**
7. **MEMBER COMMENTS**
8. **AUDIENCE PARTICIPATION**

Please note: Audience Participation may not concern adjudicatory matters before the Board of Adjustment. **Pursuant to AMC 21.03.050A.10.b., the Board of Adjustment shall not hear argument nor take additional testimony or other evidence.** The Board may consider only the material contained in the appeal packet.
9. **ADJOURNMENT**

**HOW THE PUBLIC CAN PARTICIPATE:**

Teams Phone Number: **+1 907-519-0237**  
Phone Conference ID: **174 503 696#**



**Municipality of Anchorage  
Board of Adjustment  
Minutes of the Meeting of January 17, 2025**

City Hall, 632 W. 6<sup>th</sup> Avenue  
MICROSOFT TEAMS  
Anchorage, Alaska

**1. CALL TO ORDER**

Chair Rose convened the meeting of the Board of Adjustment at 10:06 a.m.

**2. ROLL CALL**

Present: Michael Rose, Sam Laffey, Carl Propes, Jr.  
Excused: Nancy Pease

A Quorum was achieved with 3 Board Members present.

Also in attendance were Legal Counsel for Board of Adjustment, Cortney Kitchen; Assistant to Board Counsel, Brandi Heasley; and Deputy Clerk, Jasmine Acres.

**3. APPROVAL OF THE AGENDA**

Michael Rose, moved, to approve the Agenda of the Board  
Carl Propes, Jr., seconded, of Adjustment Meeting of January 17,  
2025

**and the motion Passed with unanimous consent.**

AYES: Michael Rose, Sam Laffey, Carl Propes, Jr.  
NAYS: None.

**4. MINUTES OF THE PREVIOUS MEETING**

**a. October 30, 2024**

Michael Rose, moved, to approve the Minutes of the Board  
Carl Propes, Jr., seconded, of Adjustment Meetings of October 30, 2024

**and the motion Passed with unanimous consent.**

AYES: Michael Rose, Sam Laffey, Carl Propes, Jr.  
NAYS: None

**5. NEW BUSINESS**

**BOA Appeal No. 2024-01**, Re: Canyon View Estates Subdivision, Lot 1-27 and Tracts A, B, & C / Canyon View Estates Subdivision, Lots 1-14, Block 1, Lots 1-11, Block 2, and Tracts A, B, C, 1A, & 2A

**1. Board Consideration of Appeal No. 2024-01**

Sam Laffey, moved, to open discussion regarding Board of  
Carl Propes, Jr., seconded, Adjustment Appeal No. 2024-01

**and the motion Passed with unanimous consent.**

AYES: Michael Rose, Sam Laffey, Carl Propes, Jr.  
NAYS: None

Michael Rose, moved, to look at the issues in order as given in the  
Sam Laffey, seconded, Brief to the Board of Adjustment from  
Legal Counsel

**and the motion Passed with unanimous consent.**

AYES: Michael Rose, Sam Laffey, Carl Propes, Jr.  
NAYS: None

Sam Laffey, moved, to find the Planning Director had the authority  
Michael Rose, seconded, to approve "Subdivision Wide Exemption"

**and the motion Passed 3-0.**

AYES: Michael Rose, Sam Laffey, Carl Propes, Jr.  
NAYS: None

Carl Propes, Jr., moved, that the Planning Director has no requirement  
Michael Rose, seconded, to consult with the Glen Alps Service Area  
Board of Supervisors (GASA) before  
approving a Subdivision Plat

**and the motion Passed 3-0.**

AYES: Michael Rose, Sam Laffey, Carl Propes, Jr.  
NAYS: None

Sam Laffey, moved, the Board of Adjustment find that the  
Michael Rose, seconded, Platting Board's decision on a factual and  
legal basis substantially complied with  
Anchorage Municipal Code 21.08.030.L.3

**and the motion Passed 3-0.**

AYES: Michael Rose, Sam Laffey, Carl Propes, Jr.

NAYS: None

Sam Laffey, moved,  
Michael Rose, seconded,

to find that the Platting Board's decision  
is supported by substantial evidence

**and the motion Passed 3-0.**

AYES: Michael Rose, Sam Laffey, Carl Propes, Jr.

NAYS: None

**6. OLD BUSINESS - None.**

**7. MEMBER COMMENTS –**

Member Laffey spoke.

Chair Rose spoke.

**8. AUDIENCE PARTICIPATION – None.**

**9. ADJOURNMENT**

Michael Rose, moved,  
Carl Propes, Jr., seconded,

to adjourn the Board of Adjustment  
meeting of January 17, 2025

There being no objection to adjournment, the meeting was adjourned by Chair Rose at 11:15 a.m.

Respectfully submitted,  
Jasmine Acres, for  
Jamie Heinz, Municipal Clerk

*For detailed Board discussion, please refer to the recording of this meeting located on the Municipal Website at <http://www.muni.org/Residents/Pages/MuniMeetings.aspx>.*



**Municipality of Anchorage  
Board of Adjustment  
Minutes of the Meeting of January 22, 2025**

City Hall, 632 W. 6<sup>th</sup> Avenue  
MICROSOFT TEAMS  
Anchorage, Alaska

**1. CALL TO ORDER**

Chair Rose convened the meeting of the Board of Adjustment at 10:10 a.m.

**2. ROLL CALL**

Present: Michael Rose, Sam Laffey, Nancy Pease, Carl Propes, Jr.  
Excused: None.

A Quorum was achieved with 4 Board Members present.

Also in attendance were Legal Counsel for Board of Adjustment, Cortney Kitchen; Board Counsel, Dean Gates; and Assistant to Board Counsel, Brandi Heasley; and Deputy Clerk, Jasmine Acres.

**3. APPROVAL OF THE AGENDA**

Carl Propes, Jr., moved, to approve the Agenda of the Board  
Nancy Pease, seconded, of Adjustment Meeting of January 22,  
2025

**and the motion Passed with unanimous consent.**

AYES: Michael Rose, Sam Laffey, Nancy Pease, Carl Propes, Jr.  
NAYS: None.

**4. MINUTES OF THE PREVIOUS MEETING – *None.***

**5. NEW BUSINESS**

**A. BOA Appeal No. 2024-02, Re: Mills Subdivision, Tracts A, B and C, Platting  
Board Case No. S12765 (*formerly case No. S12713, on remand*)**

**1. Disclose potential conflicts of interest and confirm Hearing Panel**

Board Member Laffey declared a potential conflict of interest on BOA Appeal No. 2024-02. Based on review by the Body, Chair Rose ruled that Board Member Laffey did have a conflict and he was recused from participation regarding the Appeal.

Board Member Pease declared a potential conflict of interest on BOA Appeal No. 2024-02. Based on review by the Body, Chair Rose ruled that Board Member Pease did have a conflict and she was recused from participation regarding the Appeal.

## 2. Discuss schedule availability

Dean Gates, Board Counsel, spoke.

Clerk's Note: Due to two members having Conflicts of Interest, the Board of Adjustment did not have enough members for a three-member panel to take up BOA Appeal No. 2024-02. The Board of Adjustment will reconvene to take up this Appeal when a fifth member to the Board is appointed.

6. **OLD BUSINESS** - *None.*
7. **MEMBER COMMENTS** – *None.*
8. **AUDIENCE PARTICIPATION** – *None.*
9. **ADJOURNMENT**

Michael Rose, moved, to adjourn the Board of Adjustment  
Carl Propes, Jr., seconded, meeting of January 22, 2025

There being no objection to adjournment, the meeting was adjourned by Chair Rose at 10:21 a.m.

Respectfully submitted,  
Jasmine Acres, for  
Jamie Heinz, Municipal Clerk

*For detailed Board discussion, please refer to the recording of this meeting located on the Municipal Website at <http://www.muni.org/Residents/Pages/MuniMeetings.aspx>.*