



Kenai Peninsula Borough

144 North Binkley Street
Soldotna, AK 99669

Meeting Agenda Planning Commission

Jeremy Brantley, Chair – Ridgeway/Funny River/Sterling District

Pamela Gillham – Kalifornsky/Kasilof District

Virginia Morgan, Parliamentarian – Cooper Landing/Hope/East Peninsula District

Dawson Slaughter – South Peninsula District

Jeffery Epperheimer - Nikiski District

Diane Fikes – City of Kenai

Franco Venuti – City of Homer

Paul Whitney – City of Soldotna

Troy Staggs – City of Seward

Monday, October 28, 2024

7:30 PM

Betty J. Glick Assembly Chambers

Zoom Meeting ID: 907 714 2200

Remote participation will be available through Zoom, or other audio or video means, wherever technically feasible

The hearing procedure for the Planning Commission public hearings are as follows:

- 1) Staff will present a report on the item.
- 2) The Chair will ask for petitioner's presentation given by Petitioner(s) / Applicant (s) or their representative – 10 minutes
- 3) Public testimony on the issue. – 5 minutes per person
- 4) After testimony is completed, the Planning Commission may follow with questions. A person may only testify once on an issue unless questioned by the Planning Commission.
- 5) Staff may respond to any testimony given and the Commission may ask staff questions.
- 6) Rebuttal by the Petitioner(s) / Applicant(s) to rebut evidence or provide clarification but should not present new testimony or evidence.
- 7) The Chair closes the hearing and no further public comment will be heard.
- 8) The Chair entertains a motion and the Commission deliberates and makes a decision.

All those wishing to testify must wait for recognition by the Chair. Each person that testifies must write his or her name and mailing address on the sign-in sheet located by the microphone provided for public comment. They must begin by stating their name and address for the record at the microphone. All questions will be directed to the Chair. Testimony must be kept to the subject at hand and shall not deal with personalities. Decorum must be maintained at all times and all testifiers shall be treated with respect.

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF CONSENT AND REGULAR AGENDA

All items marked with an asterisk () are consent agenda items. Consent agenda items are considered routine and non-controversial by the Planning Commission and will be approved by one motion. There will be no separate discussion of consent agenda items unless a Planning Commissioner so requests in which case the item will be removed from the consent agenda and considered in its normal sequence on the regular agenda.*

If you wish to comment on a consent agenda item or a regular agenda item other than a public hearing, please advise the recording secretary before the meeting begins, and she will inform the Chairman of your wish to comment.

1. Time Extension Request - None
2. Planning Commission Resolutions - None
3. Plats Granted Administrative Approval

- [KPB-6408](#)
- a. Alexander Wilson Homestead 2024 Addition; KPB File 2024-023
 - b. Bear Cove Airpark Addition; KPB File 2024-014
 - c. Butterfly Meadows No. 3; KPB File 2023-056
 - d. SLEV Plat Associated w/ the South 400' of the East 400' of Gov. Lot 1; KPB File 2019-025V

Attachments: [C3. Admin Approvals](#)

4. Plats Granted Final Approval (KPB 20.10.040)

- [KPB-6409](#)
- a. Mariners Walk Subdivision 2022 Replat; KPB File 2022-085R1
 - b. River View Subdivision 2024 Replat; KPB File 2023-135
 - c. Stoneburr Subdivision Holben Replat; KPB File 2024-044

Attachments: [C4. Final Approvals](#)

5. Plat Amendment Request - None
6. Commissioner Excused Absences - None

7. Minutes

[KPB-6410](#) October 14, 2024 PC Minutes

Attachments: [C7. 10-14-24 PC Minutes](#)

D. OLD BUSINESS - None**E. NEW BUSINESS**

1. [KPB-6411](#) Building Setback Encroachment Permit; KPB File 2024-102
PC Resolution 2024-16
Segesser Surveys / Milliron
Request: Permits a portion of a shed to remain within the 20' setback & allows for the construction of a 32' x 36' garage within the same setback on Lot 1, Block 5 on Willow Brook North Addition, Plat KN 98-42
Location: Northridge Drive, Kalifornsky Area
Attachments: [E1. BSEP Willow Brook North Add](#)
2. [KPB-6412](#) Building Setback Encroachment Permit; KPB File 2024-110
PC Resolution 2024-17
Peninsula Surveying / Spillet
Request: Permits a portion of a 20' x 16.2' shop to remain in the 20' building setback on Lot 8, Luke's Wilderness Acres, Plat HM 96-42
Location: Luke Road, Anchor Point Area
Attachments: [E2. BSEP Lukes Wilderness Acres Packet](#)
3. [KPB-6413](#) Ordinance 2024-19-18: Authorizing the acquisition of real property located adjacent to the Chapman School Campus in Anchor Point for future school use, and appropriating \$850.00 from the general fund for the purchase.
Attachments: [E3. ORD 2024-19-18](#)
4. [KPB-6414](#) Ordinance 2024-XX: Amending the Diamond Willow – Fairfield Local Option Zoning District to create the Diamond Willow – Kenai Wellness Estates Addition Local Option Zoning District by changing three parcels from a Single Family Residential District (R-1) to a Mixed-Use District (C-3)
Attachments: [E4. ORD 2024-XX Kenai Wellness Estates Packet](#)

F. PLAT COMMITTEE REPORT - Plat Committee will review 7 plats**G. OTHER****H. PUBLIC COMMENT/PRESENTATION**

(Items other than those appearing on the agenda or scheduled for public hearing. Limited to five minutes per speaker unless previous arrangements are made)

I. DIRECTOR'S COMMENTS**J. COMMISSIONER COMMENTS****K. ADJOURNMENT****MISCELLANEOUS INFORMATIONAL ITEMS****NO ACTION REQUIRED****NEXT REGULARLY SCHEDULED PLANNING COMMISSION MEETING**

The next regularly scheduled Planning Commission meeting will be held Monday, November 18, 2024 in the Betty J. Glick Assembly Chambers of the Kenai Peninsula Borough George A. Navarre Administration Building, 144 North Binkley Street, Soldotna, Alaska at 7:30 p.m.

CONTACT INFORMATION**KENAI PENINSULA BOROUGH PLANNING DEPARTMENT**

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A party of record may file an appeal of a decision of the Planning Commission in accordance with the requirements of the Kenai Peninsula Borough Code of Ordinances. An appeal must be filed with the Borough Clerk within 15 days of the notice of decision, using the proper forms, and be accompanied by the filing and records preparation fees. Vacations of right-of-ways, public areas, or public easements outside city limits cannot be made without the consent of the borough assembly.

Vacations within city limits cannot be made without the consent of the city council. The assembly or city council shall have 30 calendar days from the date of approval in which to veto the planning commission decision. If no veto is received within the specified period, it shall be considered that consent was given.

A denial of a vacation is a final act for which the Kenai Peninsula Borough shall give no further consideration. Upon denial, no reapplication or petition concerning the same vacation may be filed within one calendar year of the date of the final denial action except in the case where new evidence or circumstances exist that were not available or present when the original petition was filed.