

# **DESK PACKET**

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## **MISC. INFORMATION**

### **APC Meeting Minutes**

- **Cooper Landing APC 0605224 Unapproved Minutes**
- **Funny River APC 060524 Unapproved Minutes**
- **Nikiski APC 060624 Unapproved Minutes**

**From:** [David Story](#)  
**To:** [Ruth D'Amico](#); [Cindy Ecklund](#); [Baski, Sean M \(DOT\)](#); [Mueller, Marcus](#); [Virginia Morgan](#); [ygalbraith@gmail.com](#); [Planning Dept.](#); [Laura Johnson](#); [brandonandheather@live.com](#); [Kathy Recken](#); [Fletcher, Sandra](#); [Janette Cadieux](#); [Shaun Combs](#); [Hughes, Aaron](#); [officers@cooperlandingcommunityclub.com](#); [Aldridge, Morgan](#); [APC - Chris Degernes](#); [Ruffner, Robert](#)  
**Subject:** <EXTERNAL-SENDER>20240605 CLAPC Unapproved Minutes  
**Date:** Thursday, June 6, 2024 7:34:12 AM  
**Attachments:** [20240508 CLAPC MINUTES APPRV.pdf](#)  
[CLAPC\\_SBB Grant Activity Memo.pdf](#)  
[20240605 CLAPC Minutes UNAPP.pdf](#)

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Hello,

Please find attached the Unapproved Minutes for the June 5, 2024 CLAPC Regular Meeting and the Approved Minutes for the

Please note:

- The CLAPC voted to approve the Preliminary Plat KPB 2024-053 – Quartz Creek Subdivision, Wilkes Addition pending no further conflicts are identified by the KPB Staff Report.
- The Safe Streets For All Presentation is to be made available by R&M to the KPB to include in the meeting's support documents.

I have attached the letter from Marcus Mueller as a supporting document. All other documents are already present on the CLAPC website.

Cheers

David

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David Story  
Cooper Landing Advisory Planning Commission  
Secretary

Please direct all electronic communications to:

<https://www.kpb.us/planning-dept/planning-commissions/cooper-landing-apc>

Please direct all mail to:

Kenai Peninsula Borough Planning Department  
Attn: Cooper Landing APC  
144 N Binkley St.  
Soldotna, AK 99669

**COOPER LANDING ADVISORY PLANNING COMMISSION  
REGULAR MEETING  
LOCATION: COOPER LANDING LIBRARY AND ZOOM TELECONFERENCE  
WEDNESDAY, JUNE 5, 2024  
6:00 PM  
UNAPPROVED MINUTES**

The June 5, 2024 meeting was both physically open to the public at the **Cooper Landing Library** at 18511 Bean Creek Road, Cooper Landing, AK and available for online or telephone participation.

1. CALL TO ORDER - 6:00 pm
2. ROLL CALL
  - a. Y. Galbraith, H. Harrison, K. Recken, L. Johnson, D. Story present. J. Cadieux, C. Degernes excused.
  - b. In-person attendees: Shaun Combs - AKDOT&PF
  - c. Virtual attendees: Beth McKibben – Senior Planner R&M Consultants; Van Le - R&M Consultants; Joni Wilm – Michael Baker International; Morgan Aldridge - KPB
3. APPROVAL OF AGENDA - D. Story moved to amend the agenda to include the letter from M. Mueller in Borough Business Reports. L. Johnson seconds. All approve the agenda as amended by roll call vote.
4. APPROVAL OF MINUTES for May 8, 2024 Regular Meeting
  - a. J. Cadieux submitted edits to the May 8 minutes by letter to:
    - i add Joe Rolfzen, KUNA Engineering as an attendee.
    - ii Include the City of Seward in Section 7,a,1 addressing the KPB Mitigation Plan.
  - b. L. Johnson moves to approve the minutes as amended. Y. Galbraith seconds. K. Recken approves. H. Harrison approves. D. Story abstains – not present for May meeting.
5. BOROUGH BUSINESS
  - a. REPORTS: PLANNING
    1. M. Mueller wrote a memo to be read into record by the APC. [see support documents] His letter explained that the KPB applied for \$8.5 million in USFS Community Wildfire Defense Grant Funds to treat 170 acres in the Snug Harbor Road area. The KPB recently learned that this proposal was not funded but that there is another round of funding the KPB will be applying for. The KPB is interested in learning of community priorities to address beetle kill and forest health that can be targeted in this application for funding. The letter also addressed the slash disposal site on Snug Harbor and encouraged responsible use of the site.
  - b. PLATTING
    1. NEW PLATS:

- a. Preliminary Plat KPB 2024-053 – Quartz Creek Subdivision, Wilkes Addition
  - i. Y. Galbraith moves to approve the plat as presented today pending no further conflicts are determined through the KPB Staff Report. L. Johnson seconds. All approve by roll call vote.

2. ANY NOTICE OF DECISION ON PLATS - none.

6. OLD BUSINESS – none.

7. NEW BUSINESS – none.

8. PUBLIC COMMENT/PRESENTATION

a. Beth McKibben – R&M Consultants - “Safe Streets and Roads for All” Comprehensive Safety Action Plan [presentation slides to be made available in support documents]

- i SS4A is a discretionary grant program funded through the Bipartisan Infrastructure Law (BIL through the USDOT). The program aims to reduce transportation-related fatalities and serious injuries.
- ii KPB had 238 fatal or serious injury crashes (both motorist and non-motorist) in the 5 year period 2017-2022.
- iii An action plan to inform programs will be in place by summer of 2025 and there will be follow up meetings in the community in September of 2025 and January of 2026.
- iv Cooper Landing concerns heard and survey responses were shared in the presentation.
- v Categories of Interest from the Workshops
  - 1 Active Transportation
  - 2 Speeding
  - 3 Intersection design and geometry
  - 4 Specific concerns at specific corridors/road segments
  - 5 Maintenance
- vi Survey open until 5pm June 7. <https://kpb-ss4a-comprehensive-safety-plan-kpb.hub.arcgis.com>

9. COMMISSIONER COMMENTS

a. None.

10. ADJOURNMENT

a. L. Johnson moves to adjourn. Y. Galbraith seconds. All approve by roll call vote.

For more information or to submit comments please contact:

Contact the Cooper Landing APC at:

- For email visit: <https://www.kpb.us/planning-dept/planning-commissions/cooper-landing-apc>  
On the far right-hand side of the page is a box titled, “Commissioner Information”. Scroll to the bottom of the box and select, “Contact the Cooper Landing APC”.
- Send USPS mail to: Kenai Peninsula Borough Planning Department, Attn: CLAPC 144 N Binkley, Soldotna, AK 99669



June 5, 2024

Cooper Landing APC

VIA Email

This letter is to provide a brief update on Spruce Bark Beetle/ Forest Fuels efforts and plans by the KPB Land Management Division.

In October KPB applied for \$8.5 million in USFS Community Wildfire Defense Grant Funds. The scope of the proposal included 170 acres of treatments in the Snug Harbor Road area. In May we learned that KPB's proposal was not funded in this 2<sup>nd</sup> round of program funding. A 3<sup>rd</sup> round funding opportunity is anticipated by the end of summer, and KPB will be working on forming a new proposal. In doing so, it would be good to know if the community has particular priorities that we should focus on related to beetle kill and forest fire prevention.

On a related note, the slash disposal area on snug harbor is getting good use and we are anticipating that the need for disposal will remain high as people address vegetation on their properties. Materials coming into the site that are other than tree limbs are problematic, particularly metal, concrete, plastic, dirty material and other things that don't burn and don't belong. Davis Block is helping us by pushing up the pile to maintain space. We are also looking at how we can improve management of the site to optimize its functions in community slash disposal. We will be able to make some investments into the site thanks to a grant from the State of Alaska Division of Forestry for community slash disposal.

Regards

Marcus Mueller  
Land Management Agent  
[mmueller@kpb.us](mailto:mmueller@kpb.us)  
907.714.2204

**FUNNY RIVER ADVISORY PLANNING COMMISSION  
REGULAR MEETING  
LOCATION: COMMUNITY CENTER AND ZOOM TELECONFERENCE  
WEDNESDAY, JUNE 5, 2024  
7:00 PM  
MINUTES**

1. CALL TO ORDER

*Chair Glenda called the meeting to Order at 7:11.*

2. ROLL CALL

*Members Jim Harpering (via Phone), Mike Masters, Joireen Cohen, and Glenda Radvansky were present.*

3. APPROVAL OF AGENDA

*Mike moved to approve the proposed Agenda. Joireen Seconded.  
Glenda moved to add the plat submitted to the APC today, Plat KPB 2024-058 under Agenda item 5.b Platting. Mike Seconded. Motion to Amend Passed Unanimously.  
Mike amended his motion to Approve the Amended Agenda. Jim Seconded. Motion Passed Unanimously.*

4. APPROVAL OF MINUTES for September 6, 2023

*Glenda briefly reviewed the minutes from the September meeting.  
Joireen moved to approve the minutes. Jim Seconded. Motion Passed Unanimously.*

5. BOROUGH BUSINESS

a. REPORTS

i. PLANNER REPORT HERE

*Morgan apologized for the late plat submittal and indicated that there have been no applicants to the vacant seats on the APC.*

b. PLATTING

i. Plat KPB 2024-058

*During discussion of the plat, the issue was raised about access to Tract 1. Since the Tract has access to platted right-of-way, no formal objection was submitted. Mike motioned to submit the comment "The APC has no objection to the plat as submitted." Glenda Seconded. Motion Passed Unanimously.*

6. OLD BUSINESS

a. Comprehensive Plan Update

*Glenda summarized her meeting with Director Ruffner and went through the proposed edits to the Draft Funny River Comprehensive Plan (FRCP). The primary sticking point with the Borough appeared to be clarifying the intent of the document. The intent of the APC and the final decision is that the document will be an amendment to the Borough Comprehensive Plan (KPBCP) and that the community will use it as a tool to implement improvements to our community. She explained that once the edits were finalized, the document would be submitted to the Assembly with an Ordinance to add the document to the KPBCP as an attachment. Once submitted to the Assembly, at the first hearing they will refer it to the*

*Planning Commission for sign-off. Once the Planning Commission signs off, the Assembly will adopt the Ordinance and the FRCP will be official. Glenda made a motion to approve the suggested edits to the Draft FRCP and that the APC authorize her to work with the Borough to finalize the language. She is authorized to make minor language changes but agreed that any changes to the intent of the document will be brought back to the entire APC for discussion at the next meeting. Mike Seconded. Motion Passed Unanimously*

7. NEW BUSINESS

- a. Welcome Joireen
- b. Kevin's Resignation and Secretary Election

*Glenda shared Kevin's official resignation since is the first meeting with a quorum since Kevin resigned. The group decided to wait to fill the Secretary position until there were more members. Until then, Glenda will continue to perform the secretarial functions.*

8. PUBLIC COMMENT/PRESENTATION

*There were no public comments.*

9. COMMISSIONER COMMENTS

*Glenda shared that Director Ruffner had mentioned that he was considering putting together a Steering Committee composed of APC Chairs and Borough staff to review and propose changes to the existing code regarding APCs to provide better clarity regarding APC functions and responsibilities. Glenda will share information regarding the Steering Committee with the remainder of the APC as information becomes available.*

10. ADJOURNMENT

*Just after 8:00pm Joireen moved to Adjourn the Meeting. Mike Seconded. Motion Passed Unanimously.*

Minutes respectfully submitted on 6/6/2024 by Chair Glenda Radvansky in the absence of an elected Secretary.

NIKISKI ADVISORY PLANNING COMMISSION

Regular Meeting Agenda

June 6, 2024 at 6:30 pm

1. CALL TO ORDER: 6:33 PM

2. ROLL CALL: Sue Covich, Stacy Olivia, Kelly Brewer, Tom Coursen, Len Niesen, Jason Ross

Guests: Nina Ross

3. APPROVAL OF AGENDA: Jason motioned to approve. Stacy 2<sup>nd</sup> the motion. All Approved.

4. APPROVAL OF MINUTES: Stacy motioned to approve. Sue 2<sup>nd</sup> the motion. All approved

5. BOROUGH BUSINESS

a. PRESENTATION

i. Beth McKibben, R&M Consultants: Project Manager, Van Le. (Firm from Anchorage)

Beth stated KPB Federal grant received of 5 million/ over 5 years to improve safety on roads

ii. Info on KPB Comprehensive Safety Action Plan: Take the survey for action plan-at <http://kpb-ss4a-comprehensive-safety-plan-kpb.hub>, [arcgis.com](http://arcgis.com)

b. REPORTS

i. Planner: None

ii. Assembly Member/Other: None

c. PLATTING

i. KPB 2022-118V, Charles and Barbara Scott Subdivision, Galankin Street, Right of Way Vacation.

- Vacates an approximate 254 foot by 33-foot portion of Galankin Street.

Stacy Approved. Tom 2<sup>nd</sup>: Approved. Jason not approving-concern over owners in subdivision having access to their parcels (Will the rededication include a total 60 foot for KPB Road Maintenance?)

6. OLD BUSINESS

a. Nikiski Comprehensive Plan

i. Results of community-wide Community Council meeting: Went over local suggestions for survey-Commissioners will look over questions and consider the new ideas for survey next month

ii. Revise survey: Goal of Nikiski APC: Survey Final Draft to be complete by August-submit to KPB

7. NEW BUSINESS: None



8. PUBLIC COMMENT/PRESENTATION: None

9. COMMISSIONER COMMENTS:

Stacy announced Nikiski Peninsula Recreation 50-year Anniversary August 3.

Jason announced Nikiski Community Council Meeting Fire Station 1 June 10

10. ADJOURNMENT: 7:50 PM

**Next Regular Meeting: Thursday July 18, 2024 at 6:30 PM**