

# **DESK PACKET**

**(MATERIALS SUBMITTED AFTER MEETING PACKET PUBLICATION)**

## **MISC. INFORMATION**

- Cooper Landing APC 06-04-25
- Funny River APC 6/4/25 Meeting Minutes
- Moose Pass APC 6/5/25 Meeting Minutes
- Nikiski APC 6/5/25 Meeting Minutes

**COOPER LANDING ADVISORY PLANNING COMMISSION  
REGULAR MEETING  
LOCATION: COOPER LANDING COMMUNITY LIBRARY AND ZOOM  
TELECONFERENCE  
WEDNESDAY, June 4, 2025  
6:00 PM  
UNAPPROVED MINUTES**

The June 4, 2025 meeting was both physically open to the public at the Cooper Landing Community 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
  - i J. Cadieux, Y. Galbraith, H. Harrison, K. Recken, D. Story present. L. Johnson, C. Degernes excused absent.
- b. In-person attendees:
  - i Aaron Hughes, KPB Land Management Officer; Jennifer Shields, KPB Land Management Agent.
  - ii Jerry Neis, Kim Neis, Ed Holsten, Sandra Holsten
- c. Online attendees
  - i Tom Boreaux entered meeting just before the internet went out.
3. APPROVAL OF AGENDA
  - i Y. Galbraith moves to correct the location from the Community Hall to the Library. K. Recken seconds. All approve.
  - ii Y. Galbraith moves to remove the election of officers from the agenda as this was conducted at the April 9, 2025 CLAPC Regular Meeting. K. Recken seconds.
  - iii All approve. Motion passes
  - iv Y. Galbraith moves to approve the agenda as amended. H. Harrison seconds.
  - v All approve. Motion passes.
4. APPROVAL OF MINUTES for April 9, 2024 Regular Meeting
  - i Y. Galbraith moves to approve the minutes as written. H. Harrison seconds.
  - ii All approve. Motion passes.
5. BOROUGH BUSINESS
  - a. PLANNING:
    - 1 Land Management KPB 2025 General Land Sale Notice
      - a Aaron Hughes, KPB Land Management Officer, presented information regarding the land sale.
        1. He noted that 3 parcels in the sale are in Cooper Landing.
        2. He said the auction will be held in person with a simulcast live auction on August 9<sup>th</sup>, 2025.

3. 5 lots across the borough including one in Cooper Landing are identified as LAP: Land Affordability Program eligible. See explanation below
- b Y. Galbraith asked about the parcels for the sale and whether there have been any disclosures regarding water/well availability.
  1. A. Hughes said that they disclose that it is the buyers responsibility to perform due diligence in assessing the purchase.
- c K. Recken said that she recalled previous information being shared regarding the lot on Snug Harbor being the site of the old Cooper Landing dump.
  1. A. Hughes said they hired a third party to dig 5 test holes to 12 feet to investigate this information and the report indicated that the soils in those test holes had not been disturbed. A. Hughes shared a packet of information [see supporting documents] outlining this soils and surface investigation.
  2. J. Neis said that the test holes were not dug in the locations where dump items are likely. He said that it should be disclosed that a dump is next to this lot.
  3. J. Cadieux said that there are many people in the community that can attest to the location being used as a dump in the past.  
She stated her concern is the way it is listed in the land sale documents implies there may have been a dump rather than stating with certainty that it was used as a dump. She also asked if there had been any chemical testing.
    - 1 A. Hughes said that no chemical tests were done and that the test holes were to determine if the area had been disturbed.
    - 2 J. Neis said that the test holes were dug at least 50' from the lot lines and that they should be done closer to the lot lines [where debris is visible].
  4. S. Holsten said that she is surprised that the KPB has gone back to trying to sell this lot again. She said she thought the likely buyers would mean it becomes a commercial site rather than a residential site.
    - 1 She said that the cautious language is a step but may not be enough to avoid liability issues in the future with a buyer coming back to the KPB.

5. K. Neis asked what has changed in the last three years from when it was decided it was not suitable for sale that mean that now it is.
6. K. Recken asked if the KPB had more history or records on the dump.
7. J. Shields said that she has done extensive research on the lot. She said it was initially platted as Lot 2A around 1958 and was known as that until 1970.
  - 1 She said that the timeframe K. Recken recalled it being used as a dump seemed correct as the 50's to 60's though she was unable to find any official record of it as a dump and instead the only documents that refer to it as such are by handwritten notes.
8. Y. Galbraith read the parcel land sale information into record and asked how a buyer would know they need more information.
  - 1 A. Hughes said there is only so much language that can be added to the advertisement but that due diligence informational statements are included as a normal disclaimer for land sales.  
[Later a packet of information was provided with photos of the site that will be included in the Land Sale information. See below.]
9. S. Holsten asked why go back to this lot with a clouded history.
  - 1 A. Hughes said it is a desirable lot that the KPB has worked to address the stated concerns and has determined they have been addressed to the extent possible.
10. K. Neis asked about the goals of the KPB with selling the parcel.
  - 1 A. Hughes said this parcel is one that the KPB is looking to include in the Land Affordability Program
  - 2 He gave a brief explanation of the LAP as it only recently passed as ordinance.
    - a 25% reduction in the gavel price.
    - b Eligible for seller financing

- i Residential single or Multiple family built on a single foundation.
- c 30 years to develop it
- d Must build a residential structure that qualifies financing.
- e LAP lein exists to help avoid speculators.
- f If the winning bidder is pre-qualified for LAP then they can use the program.
- g Must be or prove they are becoming a KPB resident.
- h He said more information would be advertised soon.

11. J. Cadieux asked about the development of the LAP program and why it did not come before the APCs.

- 1 A. Hughes stated he had been working on it for about two years and that it did go before the KPB Planning Commission.
- d A drawing made available by the Alaska DOT&PF upon request was presented. It pictured a plat for lot 11915007 in proximity to the new alignment of the Sterling Highway. See support documents.
- e H. Harrison moved to recommend inclusion of the Cooper Landing lots in the KPB land sale with an amendment to the "Disclosures" section of Parcel No. 11911019 changing, "Parcel records contain reports of possible prior trash/debris disposal on the lot." to "Parcel records contain reports of prior trash / debris disposal on the lot."
  - 1. No second for the motion moved.
  - 2. Motion dies.
- f Y. Galbraith moved to recommend inclusion of Parcel No. 11907106 and Parcel No. 11915007 in the KPB Land Sale and to suspend inclusion of Parcel No. 11911019 until a chemical test is completed on the southeast corner of the lot to determine if soils contamination is present prior to future sale.
  - 1. K. Recken seconds the motion.
  - 2. K. Recken asked about the prior assessment of the parcel by the KPB.

- 1 A. Huges said that he had consulted the KPB Environmental Program Manager

prior to conducting the test holes to determine any risk of disturbance or contamination. He said the Environmental Program Manager suggested that any leaching from a disposal site had likely already leached out since that time.

3. All oppose the motion. Motion does not pass.

g H. Harrison moved to recommend inclusion of the Cooper Landing lots in the KPB land sale with an amendment to the “Disclosures” section of Parcel No. 11911019 changing, “Parcel records contain reports of possible prior trash/debris disposal on the lot.” to “Parcel records contain reports of prior trash / debris disposal on the lot.”

1. Y. Galbraith seconds.

2. All approve. Motion passes.

b. PLATTING

1. NEW PLATS: none

2. ANY NOTICE OF DECISION ON PLATS: None

6. OLD BUSINESS none

7. NEW BUSINESS

a. ORD 2025-12 21.18 Habitat Protection District re-write

i K. Recken moves to not oppose adoption of Ord. 2025-12 21.18.

1 Y. Galbraith seconds.

2 All approve. Motion passes

b. ORD 2025-11 Safe Streets update

i D. Story moves to recommend adoption of Ord. 2025-11

1 H. Harrison seconds.

2 Discussion addressed question of whether or not the landslide at MP 51 was included and it was indicated it was not specifically called out in the plan but is not excluded so may be addressed in future under the plan as it is in the identified area of concern.

3 All approve. Motion passes.

8. PUBLIC COMMENT/PRESENTATION

i K Neis thanked all of the commissioners for their work.

9. COMMISSIONER COMMENTS

i K. Recken said that she is concerned that not all issues important to the community are being brought to the community/CLAPC by the KPB. She used the development of the Land Affordability Program being brought to the Planning Commission but not the APC as an example.

## 10. ADJOURNMENT

- i Y. Galbraith moves to adjourn. H. Harrison seconds.
- ii All approve. Motion passes.

For more information or to submit comments please contact:

Contact the Cooper Landing APC at:

- For email visit: <https://www.kpb.us/> On the upper right-hand side of the page is a box titled, “Search”. Search for, “Cooper Landing APC” and on the homepage expand “Send a message to the Cooper Landing APC Commissioners” tab.
- Send USPS mail to: Kenai Peninsula Borough Planning Department, Attn: CLAPC 144 N Binkley, Soldotna, AK 99669

**From:** [DONAVAN VICKYSU](#)  
**To:** [Aldridge, Morgan](#)  
**Subject:** <EXTERNAL-SENDER>Re: Final Agenda plus Packet for June 4, 2025 APC meeting  
**Date:** Thursday, June 5, 2025 12:55:49 PM

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July, 4, 2025 Meeting minutes

1. Call to order: Don Fritz
2. Roll call: Don Fritz, Mike Master, Jim Harpring, and Allen Rasmusan
3. Approval of agenda: Unanimously approved.
4. Approval of minutes: Unanimously approved.
5. Borough business:
  - a. Land management: Unanimously approved.
  - b. Platting: Unanimously approved.
6. Old business: None.
7. New business:
  - a. Ord. 2025-11: Tabled to July stated meeting or special meeting if required. Tabled due to no burough representation.
  - b. Ord. 2025-12 21.18: Tabled as above.
8. Public comments: None.
9. Commissioner comments: None.
10. Adjournment: Motion by Mike Master. Second by Allen Rasmusan. Unanimously approved.

Sent via the Samsung Galaxy Note20 Ultra 5G, an AT&T 5G smartphone  
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**From:** Aldridge, Morgan <MAldridge@kpb.us>  
**Sent:** Friday, May 30, 2025 9:34:04 AM  
**To:** Allen Rasmusan <onopenatitime@hotmail.com>; dvsfritz@msn.com <dvsfritz@msn.com>; Glenda <apcglenda@gmail.com>; jvharpring68@gmail.com <jvharpring68@gmail.com>; precisionairbalance12@gmail.com <precisionairbalance12@gmail.com>  
**Subject:** Final Agenda plus Packet for June 4, 2025 APC meeting

Good morning-

The final agenda is attached and the packet as well.



Items will be posted to the website as soon as possible.

Thank you,

**Morgan Aldridge**

Habitat Planner, Kenai Peninsula Borough  
Donald E. Gilman River Center  
907-714-2465

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# MOOSE PASS ADVISORY PLANNING COMMISSION

## REGULAR MEETING

LOCATION: MOOSE PASS SPORTSMAN CLUB AND ZOOM

TELECONFERENCE THURSDAY, JUNE 5, 2025

6:00 P.M.

### Unapproved Meeting Minutes

Jennifer Boyle, Kevin Dunham, Jeff Estes, Jeff Hetrick, Bruce Jaffa, David Pearson, Dave Schafer

To join the meeting from a computer, visit <https://us06web.zoom.us/j/9360805262> . To attend the Zoom meeting by telephone, call toll-free **1-888-788-0099** or **1-877-853-5247** and enter the Meeting ID **9360805262**. If you connect by computer and do not have speakers or a microphone, connect online and then select phone for audio. A box will come up with a toll free numbers, the Meeting ID, and your participant number. You may join the meeting physically at the Moose Pass Sportsman Club, 33675 Depot Road, Moose Pass, AK 99631

1. CALL TO ORDER - 6:05 pm
2. ROLL CALL - Dave S. Jeff E, Bruce J. Kevn D, Jen B. late
3. APPROVAL OF AGENDA Kevin moved, Jeff 2nd pass.
4. APPROVAL OF MINUTES Kevin moved, Dave S 2nd. Passed.
  - a. May 8, 2025
  - b. May 15, 2025 Special Meeting
5. PUBLIC COMMENT/PRESENTATION  
(*Public Comment for items not appearing on the agenda*)
  - a. Public Comments -None
6. NEW BUSINESS
  - a. Borough
    - i. Ordinance 2025-11: Amending KPB 2.56.007 to adopt the 2025 Kenai Peninsula Borough Safe Streets & Roads For All Comprehensive Safety Action Plan as an element of the 2019 Kenai Peninsula Borough Comprehensive Plan  
Motion to recommend passage of Ordinance 2025-11 by Dave S, 2nd Jeff. Kevin has concerns about the limited time frame to collect data. Motion passes unanimously.

- ii. Ordinance 2025-12: Amending KPB 21.18.081 to clarify the requirements for conditional use permits and amending KPB 21.18.140 to define “Water-Dependent”

Motion to recommend passage of Ordinance of 2025-12 by Kevin, 2nd by Jeff E. Passes unanimously.

- iii. Conditional Use Permit – Alaska Railroad MP 30.44, Culvert Replacement

Motion by Kevin, 2nd by Jeff to recommend approval of CUP by Alaska Railroad. Unanimously passed.

- iv. Planner Report

Bruce presented Julie’s report as the internet wasn’t working. Public comment is open regarding disbursement of land throughout the borough.

- v. Report from the Chair

We need to figure out why the internet is not working in the Sportsmen’s Hall, prohibiting us from connecting to the internet. Can the borough help with internet connection for the MPAPC? There was a conversation with Julie previously regarding help from the borough regarding things needed for the MPAPC. How can they help facilitate working internet for the Community Hall?

## 7. OLD BUSINESS

- a. Moose Pass Comprehensive Plan – Review and Discussion

## 8. PUBLIC COMMENT - None

## 9. COMMISSIONERS’ COMMENTS

Dave S - There was meeting yesterday concerning the Forest Service attempt to do fire mitigation from mile 33 to mile 36.

Kevin - Thank you to Jen for consolidating the working Moose Pass Comprehensive Plan.

Jeff E - No Comment

Jen - No Comment

Bruce J- Thanks to everyone for attending. Remind Jen B and Jeff H to reapply as commissioners. Recently was contacted by CFO from a helicopter company from Seward operating from Nash Rd. asking what Moose Pass would think about having a helicopter company located here.

**10. NEXT MEETING DATE**

a. July 10, 2025

**11. ADJOURNMENT** - Jen Moves to adjourn, Kevin 2nd. 8:08pm

**CONTACT INFORMATION**

Contact the Moose Pass Advisory Planning Commission at:

To send a message to the Moose Pass APC:

<https://www.kpb.us/local-governance-and-permitting/leadership-governance/planning-commission/advisory-planning-commissions/moose-pass-apc>

Click on the last item listed "Send a message to the Moose Pass APC Commissioners"

Send USPS mail to:

Kenai Peninsula Borough Planning Department, Attn: Moose Pass  
APC, 144 N Binkley, Soldotna, AK 99669

NiKiski APC Meeting Minutes  
4/5/25 NiKiski Recreation Center

1. Call to order: 6:43 PM

2. Roll Call: Stacy Olivia, Jason Ross, Jon Harman, Tom Courson  
Kenai Peninsula Planning Department - Ryan Raldmoe  
NiKiski Planning Commissioner - Jeff Efferheimer  
\*land management- KPB Planning department - Jennifer Shields, Aaron Hughes  
Public - Ryan B. & Nina Ross

3. Approval of Agenda: Jason motioned to Approve, Jon 2ND, All approved

4. Approval of Minutes: Jon motioned to Approve, Tom 2ND, All approved

5. Presentations:

a. KPB land sales: Jennifer & Ryan shared a packet of information pertaining to the KPB land sales. There is 30 properties on the list of properties for sale. There is 10 properties in NiKiski. The land sale is August 9, 2025 at Soldotna Recreation Sports Center - also you can bid online. Five properties will be eligible for LAP (Land Affordability Program) KPB has info on how to be eligible for the LAP properties. Jon motioned to approve, Tom, all motioned to approve.

b. Reports:

Ryan reported that John Harris was hired as NiKiski Fire Chief. Colten Anderson was approved as NiKiski Commissioner. KPB has received 405 surveys from NiKiski Land owners so far.

c. Ordinance:

i. KPB safe streets: No new information on this from KPB. Jason motioned to approve, Jon 2ND, all approved

ii. KPB Define Water Dependent: A change in wording on the Anadromous streams conditional use permits. The Kenai River Center would like to put this in place. When commissioners asked questions regarding the changes - it was still unclear & vague. Jeff spoke and tried clarifying but indicated it was not something he



would support on a vote at the KPB Planning Department Vote. He encouraged people to get involved & to comment at the meeting.  
All Commissioners opposed - motion did NOT pass

d. Platting: Ware Subdivision - Kelly motioned to Approve, Tom 2ND - all approved

6. Old Business: Nikiški Survey. 425 returned thus far. Will push for more input via surveys. Handing them out at Fun in Midnight Sun.

7. New Business: None

8. Public Comment/Presentation: None

9. Commissioner Comments: Tom appreciates that everyone showed up - Stacy Thanked Jeff Epperheimer  
Jeff said when people have concerns about new subdivisions ie: South Miller etc. they need to speak at Planning Commission Meetings even by Zoom if not in Person.

10. Adjournment: 8:00 PM

Next Nikiški APC Meeting July 10, 2025 Nikiški Rec Center  
6:30 PM