



# Planning Commission Agenda

## MOTION

January 8, 2024 – 7:30 PM

Regular Meeting

Betty J. Glick Assembly Chambers  
George A. Navarre Kenai Peninsula  
Borough Administration Building

**Jeremy Brantley, Chair**  
Ridgeway / Sterling  
Funny River District  
Term Expires 2024

**Pamela Gillham, Vice Chair**  
Kalifornsky / Kasilof District  
Term Expires 2026

**Virginia Morgan**  
Cooper Landing / Hope  
Eastern Peninsula District  
Term Expires 2025

**Diane Fikes**  
City of Kenai  
Term Expires 2025

**Charlene Tauffest**  
City of Soldotna  
Term Expires 2024

**Franco Venuti**  
City of Homer  
Term Expires 2025

**Troy Staggs**  
City of Seward  
Term Expires 2026

**Jeffrey Epperheimer**  
Nikiski District  
Term Expires 2026

**Dawson Slaughter**  
South Peninsula District  
Term Expires 2025

### ZOOM MEETING DETAILS

**Zoom Meeting Link:** <https://us06web.zoom.us/j/9077142200>  
**Zoom Toll Free Phone Numbers:** 888-788-0099 or 877-853-5247  
**Zoom Meeting ID:** 907 714 2200

To join the meeting from a computer, visit the Zoom meeting link above. 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 toll free numbers, the meeting ID, and your participant number. To attend the Zoom meeting by telephone, use the Zoom toll free phone numbers listed above.

#### A. CALL TO ORDER

#### B. ROLL CALL

#### C. APPROVAL OF AGENDA AND CONSENT AGENDA

(Action items listed with an asterisk (\*) are considered to be routine and non-controversial by the Commission and will be approved by one motion. Public testimony will be taken. There will be no separate discussion of these items unless a commissioner so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.)

- \*1. Time Extension Request – None**
- \*2. Planning Commission Resolutions – None**
- \*3. Plats Granted Administrative Approval**
  - a. Annette's Subdivision; KPB File 2023-086
  - b. Barefoot Acres; KPB File 2023-073
  - c. Binkley Subdivision 2023 Replat; KPB File 2023-019
  - d. Diamond Willow Kenai Wellness Estates Addition; KPB File 2023-079
  - e. Don Jack Subdivision Cook Addition; KPB File 2019-083
  - f. Forest Trails Subdivision; KPB File 2023-038
  - g. Jelinek Subdivision; KPB File 2023-035
  - h. Oberts Silver Salmon Subdivision; KPB File 2023-081
  - i. Pease Subdivision Meadowmere Replat; KPB File 2023-064
  - j. S&S Subdivision 2023 Replat; KPB File 2023-016
  - k. Sleepy Hollow Longmere Landing Addition; KPB File 2021-003R1
  - l. TLS 2021-06 East Oyster Cove Subdivision; KPB File 2022-047R1

- \*4. Plats Granted Final Approval**
  - a. Don's Place Subdivision Faeo Replat; KPB File 2023-022
  - b. Irons Subdivision Covey Replat; KPB File 2022-110
  - c. Riverview Subdivision Coghill Replat Lot 1A SLEV; KPB File 2019-064
- \*5. Plat Amendment Request – None**
- \*6. Commissioner Excused Absences**
  - a. Virginia Morgan, Cooper Landing, Hope, Eastern Peninsula District
  - b. Troy Staggs, City of Seward (*Unexcused*)
- \*7. Minutes**
  - a. December 11, 2023 PC Meeting Minutes

**Motion to approve the consent & regular agendas passed by unanimous vote (7-Yes, 2-Absent).**

**D. UNFINISHED BUSINESS – None**

**E. NEW BUSINESS**

**Public Hearing: Quasi-Judicial Matters** (*Commission members may not receive or engage in ex-parte contact with the applicant, other parties interested in the application, or members of the public concerning the application or issues presented in the application*)

- 1. Right-of-Way Vacation; KPB File 2023-141V  
 McLane Consulting Group / Zimmerman  
 Request: Vacate the 30' by 240' alleyway associated with Lots 2-7, Block 11, US Survey No. 3564, Townsite of Kasilof  
 Kasilof Area

**Motion to approve the vacation as petitioned passed by unanimous vote (7-Yes, 2-Absent).**

- 2. Right-Of-Way Vacation; KPB File 2023-145V  
 McLane Consulting Group / Evenson, Boys & Gils Club of the Kenai Peninsula  
 Request: Vacate 31' by 518' S. Spruce ROW & 48' by 367' Char Circle dedicated by Park View Subdivision, Plat KN 79-156  
 City of Kenai

**Motion to approve the vacation as petitioned passed by unanimous vote (7-Yes, 2-Absent).**

- 3. Conditional Use Permit; PC Resolution 2024-01  
 Applicant: Alaska Department of Natural Resources – State Parks  
 Request: to renovate a public use facility, add a gravel pad and three fish cleaning stations within the Habitat Protection District of the Kasilof River.  
 Location: 26035 Williamson Lane; PIN 13332039  
 Kasilof Area

**Motion to adopt as amended, Planning Commission Resolution 2024-01 passed by unanimous vote (7-Yes, 2-Absent).**

**Public Hearing: Legislative Matters**

- 4. Resolution 2024-XX: A resolution classifying Borough land in the Cooper Landing area.

**Motion to forward to the Assembly a recommendation to adopt Resolution 2024-XX with suggest amended language passed by unanimous vote (7-Yes, 2-No).**

**F. PLAT COMMITTEE REPORT** – The plat committee reviewed and approved 9 plats

**G. OTHER (No Public Hearing)**

- 1. Legal Department Update

**H. PRESENTATIONS / PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA**

**I. DIRECTOR’S COMMENTS**

**J. COMMISSIONER COMMENTS**

**K. ADJOURNMENT**

**MISCELLANEOUS INFORMATIONAL ITEMS**

**NEXT REGULARLY SCHEDULED PLANNING COMMISSION MEETING**

The next regularly scheduled Planning Commission meeting will be held **Monday, January 22, 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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website: <http://www.kpb.us/planning-dept/planning-home>

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 rights-of-way, 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.