



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, January 13, 2025

7:30 PM

MEETING BEING HELD VIA ZOOM ONLY

Zoom Meeting ID: 907 714 2200

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

ZOOM ONLY MEETING

The Planning Commission meeting will not be physically open to the public. The meeting will be held via Zoom. The Planning Commissioners and staff will be attending via Zoom

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-6527](#) Airport Subdivision 2023 Replat; KPB File 2024-008
Atwood Homestead Estates; KPB File 2024-078
Burgin Subdivision; KPB File 2024-07
Cameron Subdivision; KPB File 2022-162
Caribou Crossing Subdivision; KPB File 2024-054
Clark Subdivision & Fritz Creek Acres Huyck 2024 Replat; KPB File 2024-036
Deitz Home Estates No. 5 Skinner 2023 Replat; KPB File 2023-096
Detling Homestead No. 3; KPB File 2024-047
Diamond View Estates 2024; KPB File 2024-040
Eagle Ridge Estates Part 3 2023 Replat; KPB File 2023-138
Fair Ridge Subdivision Part 7; KPB File 2024-055R1
Fort Raymond Subdivision Replat Number 6; KPB File 2023-109
Kasilof Alaska Subdivision 2023 Replat; KPB File 2023-147
Moose Range Meadows Bahr Replat; KPB File 2024-059
Ninilchik River Estates Wilson 2023 Addition; KPB File 2023-124R1
O'Rourke Subdivision Matranga Addition; KPB File 2022-124
Owl Perch Subdivision; KPB File 2024-049
Peaceful Acres Redwine Addition; KPB File 2023-122
Quartz Creek Subdivision Wilkes Addition; KPB File 2024-053
Red Boat Subdivision; KPB File 2022-150
Sagerser Subdivision Trinity Center Replat; KPB File 2024-067
Scenic View No. 6 Lovett 2024 Replat; KPB File 2024-079
Seward Original Townsite Verhey Replat; KPB File 2023-108
Shoreline Heights 2014 Addition Phase 1 Bowlin Replat; KPB File 2024-063
Stream Hill Park 2018 Replat; KPB File 2018-129
Tatum Denise Subdivision Derks Lake Addition; KPB File 2022-155R1
Tatum Denise Sub. Phase 1 Derks Lake Road SLEV; KPB File 2021-123V
Waterfront Tracts Resubdivision; KPB File 2023-104

Attachments: [C3. Admin Approvals Packet](#)

4. Plats Granted Final Approval (KPB 20.10.040) - None
5. Plat Amendment Request - None
6. Commissioner Excused Absences

- a. Virginia Morgan, Cooper Landing, Hope, Eastern Peninsula District
- b. City of Seward, Vacant

7. Minutes

[KPB-6528](#) December 16, 2024 PC Meeting Minutes

Attachments: [C7. 121624 PC Minutes](#)

D. OLD BUSINESS - None

E. NEW BUSINESS

1. [KPB-6529](#) Res. 2025-__: A Resolution Authorizing the Borough to Enter Into a New Two-Year Lease Agreement with a Month-to-Month Renewal Option with TKC, LLC for the Occupancy of Commercial Office Space Necessary for Continued Daily Operations of the Kenai Peninsula Borough Risk Management Department

Attachments: [E1. RES 2025-XX TKC Lease Agreement](#)

2. [KPB-6530](#) Right-Of-Way Vacation; KPB File 2024-133V
Seabright Surveying / Farmwald, City of Homer
Request: Vacates the entire Farmwald Circle right-of-way granted by Bridge Creek Cooperative Subdivision, Plat HM 81-5
City of Homer

Attachments: [E2. ROWV Farmwald Circle Packet](#)

3. [KPB-6531](#) Right-Of-Way Vacation; KPB File 2024-131V
Seabright Surveying / Doyon Tourism & Doyon Limited
Request: Vacates a portion of B Street & associated utility easements south of Bay Avenue, granted by Bay View Subdivision, Plat HM 839
City of Homer

Attachments: [E3. ROWV B Street Packet](#)
[E3. ROWV B Street Desk Packet](#)

F. PLAT COMMITTEE REPORT - Plat Committee will review 9 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**

[KPB-6562](#) January 9, 2025 Nikiski APC Meeting Minutes

Attachments: [010925 Nikiski APC Meeting Minutes](#)

NEXT REGULARLY SCHEDULED PLANNING COMMISSION MEETING

The next regularly scheduled Planning Commission meeting will be held Monday, January 27, 2025 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 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.