

# **C. CONSENT AGENDA**

## **\*7. Minutes**

- a. October 28, 2024 Planning Commission Meeting**

# Kenai Peninsula Borough Planning Commission

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

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OCTOBER 28, 2024  
7:30 P.M.  
UNAPPROVED MINUTES

**AGENDA ITEM A.      CALL TO ORDER**

Commissioner Brantley called the meeting to order at 7:30 p.m.

**AGENDA ITEM B.      ROLL CALL**

*Commissioners Present*

Jeremy Brantley, Sterling / Funny River  
Virginia Morgan, Cooper Landing/Hope/Eastern Peninsula District  
Pamela Gillham, Kalifornsky/Kasilof District  
Jeffery Epperheimer, Nikiski District  
Dawson Slaughter, South Peninsula District  
Diane Fikes, City of Kenai  
Paul Whitney, City of Soldotna  
Franco Venuti, City of Homer

With 8 members of a 9-member seated commission in attendance, a quorum was present.

*Staff Present*

Robert Ruffner, Planning Director  
Walker Steinhage, Deputy Borough Attorney  
Vince Piagentini, Platting Manager  
Samantha Lopez, Kenai River Center Manager  
Ryan Raidmae, Planner  
Aaron Hughes, Land Management Officer  
Jennifer Robertson, LMD Administrative Assistant  
Ann Shirnberg, Planning Administrative Assistant

**AGENDA ITEM C.      CONSENT & REGULAR AGENDA**

**\*3.      Plats Granted Administrative Approval**

- 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

**\*4.      Plats Granted Final Approval**

- 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

**\*6.      Commissioner Excused Absences**

- a. City of Soldotna – Vacant

**\*7.      Minutes**

- a. October 14, 2024 Planning Commission meeting minutes

Chair Brantley asked Ms. Shirnberg to read the consent agenda items into the record. He then asked if anyone wished to speak to any of the items on the consent agenda. Seeing and hearing no one wishing to comment, Chair Brantley brought it back to the commission for a motion.

**MOTION:** Commissioner Epperheimer moved, seconded by Commissioner Gillham to approve the consent and regular agendas.

Hearing no objection or further discussion, the motion was carried by the following vote:

**MOTION PASSED BY UNANIMOUS VOTE:**

|         |  |
|---------|--|
| Yes - 8 | Brantley, Epperheimer, Fikes, Gillham, Morgan, Slaughter, Whitney, Venuti, |
|---------|--|

**AGENDA ITEM E. NEW BUSINESS**

**ITEM #1. – BUILDING SETBACK ENCROACHMENT PERMIT  
WILLOW BROOK NORTH ADDITION LOT 1 BLOCK 5**

|                                     |  |
|-------------------------------------|--|
| <b>KPB File No.</b>                 | 2024-102   |
| <b>Planning Commission Meeting:</b> | October 28, 2024                                   |
| <b>Applicant / Owner:</b>           | Steve & Randy Milliron / Soldotna                  |
| <b>Surveyor:</b>                    | John Segesser / Segesser Surveys                   |
| <b>General Location:</b>            | North of Kalifornsky Beach Rd off of Even Ln       |
| <b>Parent Parcel No.:</b>           | 055-041-19   |
| <b>Legal Description:</b>           | Lot 1 Block 5 Willow Brook North Addition KN 98-42 |
| <b>Assessing Use:</b>               | Residential  |
| <b>Zoning:</b>                      | Rural Unrestricted                                 |
| <b>Resolution</b>                   | 2024-16  |

Staff report given by Platting Manager Vince Piagentini.

Chair Brantley opened the item for public comment.

Steve Milliron; P.O. Box 757 Soldotna, AK 99669: Mr. Milliron is the applicant and made himself available for questions.

Seeing and hearing no one else wishing to comment, public comment was closed and discussion was opened among the committee.

**MOTION:** Commissioner Gillham moved, seconded by Commissioner Epperheimer to adopt Planning Commission Resolution 2024-16, granting a building setback encroachment permit to a portion of the 20-foot building setback on Lot 1, Block 5, Willow Brook North Addition, Plat KN 98-42, adopting and incorporating by reference the staff report, staff recommendations and citing findings 4, 6 & 9 in support of standard one, findings 5 & 9 in support of standard two and findings 5, 6 & 9 in support of standard three.

Hearing no objection or further discussion, the motion was carried by the following vote:

**MOTION PASS BY UNANIMOUS VOTE:**

|         |  |
|---------|--|
| Yes - 8 | Brantley, Epperheimer, Fikes, Gillham, Morgan, Slaughter, Whitney, Venuti, |
|---------|--|

**ITEM #2. – BUILDING SETBACK ENCROACHMENT PERMIT  
LUKE’S WILDERNESS ACRES LOT 8 / BRITTANY SPILLETT**

|                                     |  |
|-------------------------------------|--|
| <b>KPB File No.</b>                 | 2024-110                                       |
| <b>Planning Commission Meeting:</b> | October 28, 2024                               |
| <b>Applicant / Owner:</b>           | Brittany & Nick Spillet / Anchor Point, Alaska |

|                           |  |
|---------------------------|--|
| <b>Surveyor:</b>          | Jason Schollenberg / Peninsula Surveying, LLC        |
| <b>General Location:</b>  | Old Sterling Highway and Luke Rd / Anchor Point area |
| <b>Parent Parcel No.:</b> | 169-134-08   |
| <b>Legal Description:</b> | Lot 8 Luke's Wilderness Acres                        |
| <b>Assessing Use:</b>     | Residential  |
| <b>Zoning:</b>            | Unrestricted   |
| <b>Resolution</b>         | 2024-17  |

Staff report given by Platting Manager Vince Piagentini.

Chair Brantley opened the item for public comment.

Brittany Spillet; P.O. Box 1022, Soldotna, AK 99669: Ms. Spillet is the applicant and made herself available for questions.

Seeing and hearing no one else wishing to comment, public comment was closed and discussion was opened among the committee.

**MOTION:** Commissioner Whitney moved, seconded by Commissioner Slaughter to adopt Planning Commission Resolution 2024-17, granting a building setback encroachment permit to a portion of the 20-foot building setback on Lot 8, Luke's Wilderness Acres, Plat HM 96-42, adopting and incorporating by reference the staff report, staff recommendations and citing findings 1 & 4 in support of standard one, findings 2, 5 & 6 in support of standard two and finding 3 in support of standard three.

Hearing no objection or further discussion, the motion was carried by the following vote:

**MOTION PASS BY UNANIMOUS VOTE:**

|         |  |
|---------|--|
| Yes - 8 | Brantley, Epperheimer, Fikes, Gillham, Morgan, Slaughter, Whitney, Venuti, |
|---------|--|

**ITEM #3 – ORDINANCE 2024-19-18**

**AUTHORIZING THE ACQUISITION OF REAL PROPERTY LOCATED ADJACENT TO THE CHAPMAN SCHOOL CAMPUS IN ANCHOR POINT FOR FUTURE SCHOOL, US, AND APPROPRIATING \$850,000.00 FROM THE GENERAL FUND FOR THE PURCHASE**

Staff report given by Land Management Officer Aaron Hughes

Chair Brantley opened the item for public comment. Seeing and hearing no one wishing to comment, public comment was closed and discussion was opened among the committee.

**MOTION:** Commissioner Gillham moved, seconded by Commissioner Whitney to forward to the Assembly a recommendation to adopt 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 \$850,000.00 from the general fund for the purchase.

Hearing no objection or further discussion, the motion was carried by the following vote:

**MOTION PASSED BY UNANIMOUS VOTE:**

|         |   |
|---------|---|
| Yes - 8 | Brantley, Epperheimer, Fikes, Gillham, Morgan, Slaughter, Whitney, Venuti |
|---------|---|

**ITEM #4 – ORDINANCE 2024-\_\_**

**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 PARCES FROM A SINGLE FAMILY RESIDENTIAL DISTRICT (R-1) TO A MIXED-USE DISTRICT (C-3)**

Staff report given by Planner Ryan Raidmae

Chair Brantley opened the item for public comment.

Robert Reiman; P.O. Box 201271, Anchorage AK 99520: Mr. Reiman is the legal representative for the applicant and made himself available for questions.

Travis Penrod; 36860 Virginia Drive, Kenai AK 99611: Mr. Penrod is the president of the Diamond Willow Home Owners Association and he spoke in support of this LOZD.

Seeing and hearing no one else wishing to comment, public comment was closed and discussion was opened among the committee.

**MOTION:** Commissioner Epperheimer moved, seconded by Commissioner Gillham to forward to the Assembly a recommendation to adopt Ordinance 2024-\_\_: 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)

Hearing no objection or further discussion, the motion was carried by the following vote:

**MOTION PASSED BY UNANIMOUS VOTE:**

|         |   |
|---------|---|
| Yes - 8 | Brantley, Epperheimer, Fikes, Gillham, Morgan, Slaughter, Whitney, Venuti |
|---------|---|

**AGENDA ITEM F. PLAT COMMITTEE REPORT**

Commissioner Gillham report that the committee reviewed and granted preliminary approval to 7 plats.

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

Chair Brantley asked if there was anyone who wished to comment on anything that was not on the agenda. There was no one who wished to comment.

**AGENDA ITEM K. ADJOURNMENT**

Commissioner Gillham moved to adjourn the meeting at 8:17 P.M.

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Ann E. Shirnberg  
Administrative Assistant