

DESK PACKET

(MATERIALS SUBMITTED AFTER 8/3/26)

MISC. INFORMATION

APC MEETING MINUTES

COOPER LANDING ADVISORY PLANNING COMMISSION
REGULAR MEETING
LOCATION: COOPER LANDING COMMUNITY HALL AND ZOOM TELECONFERENCE
WEDNESDAY, AUGUST 5, 2026
6:00 PM
UNAPPROVED MINUTES

The August 5, 2026 meeting was both physically open to the public at the Cooper Landing Community Hall at 18511 Bean Creek Road, Cooper Landing, AK and available for online or telephone participation.

1. CALL TO ORDER: 6:03 pm
2. ROLL CALL - C. Degernes, K. Recken, D. Story, H. Harrison in person; P. Miller, Y. Galbraith attending by Zoom; D. Nees absent.
3. APPROVAL OF AGENDA
 - a. D. Story moves to approve the agenda amended with the deletion of the Election of Officers bullet under Roll Call. K. Recken seconds. All approve by roll call vote.
4. APPROVAL OF MINUTES FROM APRIL 8, 2026 MEETING
 - a. H. Harrison moves to approve the minutes as written. K. Recken seconds. Y. Galbraith, P. Miller approve. D. Story and C. Degernes abstain as they were not present for the April meeting. Motion passes.
5. BOROUGH BUSINESS
 - a. REPORTS: PLANNING
 - i. none
 - b. LAND MANAGEMENT
 - i. KPB 2026 General Land Sale Notice to APC – Aaron Hughes, KPB Land Management Officer.
 1. A. Hughes gave an overview of the land sale stating that it was put together by ordinance to sell 18 parcels through live and online auction.
 2. He said the live auction will be held in the Assembly Chambers and that a secondary, online only, auction will run for parcels that do not sell in the earlier auction.
 3. He said that two parcels listed in Seldovia will be combined and sold as one parcel.
 4. He said that two parcels in Kenai will be sold and the proceeds for them will be given to the KPB School District as a part of how that land was acquired and managed by the Borough.
 5. He said that the auctions will be open to all participants without restriction.
 6. He said that seven of the parcels will be a part of the Land Affordability Program (LAP) started last year which targets providing properties suitable for single family residential

development, on the road system for prices at or less than \$120,000.

a K. Recken asked about how long participants of the program have to develop the parcel. A. Hughes said they have 30 years and that there are also other strings attached. He described some of them which are listed in KPB Ordinance 2025-09 which authorized and approved the LAP.

[https://www.kpb.us/modules/mod_papyruslist/document.php?id=3810364]

b C. Degernes asked about the sequence of the Cooper Landing parcels being sold and noted that it seemed like one or two every so often when there were other KPB parcels in the area and one seemed to be taken back last year.

i A. Hughes said that the KPB tries to avoid flooding the market and diminishing values of nearby parcels.

ii He said that one of the parcels was subject of a court action and had to be pulled from the last sale. He said that issue has been resolved and that it will be sold during this land sale.

c P. Miller asked about the parcel across from the Cooper Landing Community Hall and the lis pendens described in the disclosures.

i A. Hughes said that a lis pendens is a notice of a court proceeding that is a part of the public record and will be released prior to the sale.

d H. Harrison asked about whether the Land Affordability Program has been used since it started last year and if so whether any parcels in Cooper Landing were a part of it.

i A. Hughes said yes, the parcel on Snug Harbor sold last year was a part of it.

e K. Recken moved to recommend approval of the Cooper Landing parcels as a part of the 2026 KPB land sale. Y. Galbraith seconds. All approve by roll call vote.

6. OLD BUSINESS - none

7. NEW BUSINESS

a. Problems at the Organic Dump Site – Cooper Landing Community Club

i. Y. Galbraith said that the Cooper Landing Community Club received complaints that the Organic Dump Site had been abused and non-organic materials had been dumped at it including shower stalls, trash, and other items.

1. K. Recken said that there is also tar paper, and other construction debris currently in the pile and the pile is overflowing the edge of the site.
- ii. Y. Gallbraith asked about the status of the contract to condense the pile.
 1. A. Hughes said that the last couple years the contract has been managed through a forestry grant and that there was a break between the last round of funding and a renewal of other grant funding that has allowed the KPB to move forward again.
 2. He said that the new contract will go out in the next week or so.
 3. He said that non-organic materials are very costly to manage and often leave lasting issues.
 4. He said that the KPB has put together a letter to the Cooper Landing community regarding how to manage the site and maintain it safely.
 5. H. Harrison asked if there would be more regular funds to maintain the site and if more frequent management might help.
 6. K. Recken said she thought it was part of the Davis Block contract to maintain it.
 - a A. Hughes said that it is a part of Davis Block's contract and that they have been consolidating the pile. He said that they have also experienced issues at the site including things going missing.
 - b He said that power has been run to the site and that cameras will be set up soon. He said that the KPB doesn't want to discourage depositing things there and hopes that the community can help manage it. He said it is a small community and so someone likely knows who has projects and who is depositing construction debris there and hopes it can be a simple conversation to make sure folk know what can go there and what shouldn't.
 - c He said that the KPB has heard concerns with the existing transfer site and wonders if the Snug Harbor site might be a better location for it in the future.
 - d Y. Galbraith said that minimizing access to the current transfer site by making it accessible by the frontage road only would alleviate many of the issues.
 - i C. Degernes said that the frontage road will need to be brought up at some point to learn of the criteria for the transfer site and the other parcels affected by the planned frontage road.
 7. P. Miller asked if the Organic Dump site is permitted through DEC.
 - a A. Hughes said that it is.

- b. P. Miller says that it is probably not permitted for construction debris. He said that this is not a planning issue but is an operations issue. He noted that the Municipality of Anchorage has limited construction debris dumps because of their likelihood of contamination.
 - c. C. Degernes suggested to Y. Galbraith to make an announcement and add an agenda item through the Cooper Landing Community Club to clarify to the community how to use the site.
 - i. Y. Galbraith said she would do so and would time it to align with the KPB letter to the community.
 - iii. K. Recken asked for clarification what things should and should not be included in land use planning? She asked about the example of the Organic Dump being converted into a Transfer Site would that use be a part of land use planning?
 - 1. A. Hughes said yes it would.
 - b. A. Hughes gave an update about the Quartz Creek Municipal Entitlement Survey. He said the survey has been concluded and that the transferred lands are in the process of being patented so you will see some changes in ownership over the next year or so.
 - c. Appointments for Commissioner Seats C and D expire 9/30/2026
 - i. C. Degernes noted the upcoming expirations.
 - ii. Y. Galbraith and H. Harrison said they would be reapplying and hoped to remain on the commission.
- 8. PUBLIC COMMENT/PRESENTATION
- 9. COMMISSIONER COMMENTS
 - a. Commissioners thanked A. Hughes for attending and updating the commission tonight.
 - b. P. Miller said that this will be his last meeting with the commission. He said that his Cooper Landing homes have been rented out and that he has been working to meet the letter of the law by maintaining presence in town but said that he doesn't feel he can meet the spirit of the law any longer and so will be sending in his letter of resignation tomorrow morning. He commended the commissioners and is hopeful that he will be able to rejoin when he is spending more time here again.
- 10. ADJOURNMENT
 - a. K. Recken moves to adjourn. H. Harrison seconds. All approve. Meeting adjourned at 6:58 pm.

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

MOOSE PASS ADVISORY PLANNING COMMISSION

REGULAR MEETING

LOCATION: MOOSE PASS SPORTSMAN CLUB AND ZOOM

TELECONFERENCE THURSDAY, AUGUST 6, 2026

6:00 P.M.

Draft 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 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 6PM; Jeff H. to Chair Meeting
2. ROLL CALL - Jeff H, Jeff E, Kevin D, Jen B all present. Bruce J - excused. Dave S. and Dave P. absent.
3. APPROVAL OF AGENDA Move to approve Jen, 2nd Kevin
4. APPROVAL OF MINUTES
 - a. April 9, 2026 - Kevin Moves to approve, Jeff E. 2nd; approved.
5. PUBLIC COMMENT/PRESENTATION - none present
(Public Comment for items not appearing on the agenda)
6. NEW BUSINESS
 - a. Borough
 - i. Planner Report
 1. Ordinance 2026-28, An Ordinance Authorizing the Sale of Certain Parcels Owned by the Kenai Peninsula Borough Via Live Public Outcry/Simulcast Online Auction Followed by a Secondary Online Only Auction
 - Aaron Hughes - Land Management Officer for KPB, here to talk about KPB general land sale, live online auction on Oct 10 in Soldotna with secondary online auction for parcels that don't sell in live auction in online auction. 1 property is

available in Moose Pass - might be included in the Land Affordability Program. This is the 2nd year the Land Affordability Program (LAP) has been offered. Must be preapproved prior to auction. 20% reduction on gavel sale price with 10% down so that buyer has 30% equity. If don't uphold terms, penalties are involved. Property must be listed at less than \$120,000 and be a residential property. There should be more LAP properties available in the Moose Pass area in the years to come. This information will be posted on the borough website and the auction contractor is required to do marketing, so properties will be listed on social media, radio, newspapers as well as sites like Zillow.

- Move to approve ordinance 2026-28 by Kevin, 2nd Jeff E. Jeff H. comments that appreciates the efforts of Mr. Hughes in this project. Unanimously passes.

2. Notice of APC Seat Vacancy - 3 seats are currently open (Kevin, Jeff E, Dave S), deadline to reapply by Friday, August 28th. Should be physically posted as well.

ii. Report from the Chair

7. OLD BUSINESS

a. Draft Moose Pass Comprehensive Plan - Julie needs a copy of the most recent APC version as well as Willow's version so she can provide both documents for review.

Willow Hetrick to create document comparing her proposed plan with MPAPC comp plan

8. PUBLIC COMMENT - Willow Hetrick contacted on her work email from a contractor from DOT for historic pictures from the Wye to the Ball Diamond more or less.

9. COMMISSIONERS' COMMENTS - Kevin D. would like to know any updates on DOT project.

10. NEXT MEETING DATE

a. September 10, 2026

11. ADJOURNMENT Jen moves to adjourn, Kevin 2nds 7:10pm

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>

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