

# 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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**JANUARY 27 , 2025  
8:05 P.M.  
APPROVED 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  
Pamela Gillham, Kalifornsky/Kasilof District  
Virginia Morgan, Cooper Landing/Hope/Eastern Peninsula District

Dawson Slaughter, South Peninsula District  
Diane Fikes, City of Kenai  
Paul Whitney, City of Soldotna  
Franco Venuti, City of Homer

With 7 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  
Aaron Hughes, Land Management Officer  
Ann Shirnberg, Planning Administrative Assistant  
Jenny Robertson, Land Management Administrative Assistant

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

**\*6.      Commissioner Excused Absences**

- a. Jeffery Epperheimer, Nikiski District
- b. City of Soldotna – Vacant

**\*7.      Minutes**

- a. January 13, 2025 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 Whitney 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 - 7	Brantley, Fikes, Gillham, Morgan, Slaughter, Whitney, Venuti,
Absent - 1	Epperheimer

Chair Brantley asked Administrative Assistant Ann Shirnberg to read the hearing procedures into the record.

**AGENDA ITEM E.      NEW BUSINESS**

**ITEM #1 – ORDINANCE 2024-19-24**

**AUTHORIZING THE ACQUISITION OF 80 ACRES OF REAL PROPERTY LOCATED IN SEWARD, APPROPRIATING \$1,200,000 FROM THE LAND TRUST INVESTMENT FUND AND \$50,000 FROM THE LAND TRUST FUND FOR THE PURCHASE, AND AUTHORIZING THE MAYOR TO ENTER INTO A MEMORANDUM OF AGREEMENT WITH THE STATE OF ALASKA MENTAL HEALTH TRUST AUTHORITY FOR THE COMPLETION OF A ROAD ACCESS FEASIBILITY STUDY**

Staff report given by Land Management Office 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 Slaughter moved, seconded by Commissioner Whitney to forward to the Assembly a recommendation to adopt Ordinance 2024-19-24: Authorizing the acquisition of 80 acres of real property located in Seward, appropriating \$1,200,000.00 from the Land Trust Investment Fund and \$50,000.00 from the Land Trust Fund for the purchase, and authorizing the mayor to enter into a memorandum of agreement with the State of Alaska Mental Health Trust Authority for the completion of a road access feasibility study.

**MOTION PASSED BY UNANIMOUS VOTE:**

Yes - 7	Brantley, Fikes, Gillham, Morgan, Slaughter, Whitney, Venuti,
Absent - 1	Epperheimer

**ITEM #2 – ORDINANCE 2025-02**

**AUTHORIZING THE DISPOSAL OF REAL PROPERTY LOCATED IN KENAI NECESSARY TO RESOLVE TITLE MATTERS RELATED TO THE ERRONEOUS RECORDING OF A 1977 TAX FORECLOSURE DEED**

Staff report given by Land Management Office 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 Whitney moved, seconded by Commissioner Slaughter to forward to the Assembly a recommendation to adopt Ordinance 2025-02: Authorizing the disposal of real property located in Kenai necessary to resolve title matters related to the erroneous recording of a 1977 tax foreclosure deed.

**MOTION PASSED BY UNANIMOUS VOTE:**

Yes - 7	Brantley, Fikes, Gillham, Morgan, Slaughter, Whitney, Venuti,
Absent - 1	Epperheimer

**ITEM #3 – ORDINANCE 2025-03**

**AMENDING KPB CHAPTER 21.20 RELATING TO HEARING AND APPEALS TO A HEARING OFFICER**

Staff report given by Deputy Borough Attorney Walker Steinhage.

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 Slaughter moved, seconded by Commissioner Whitney to forward to the Assembly a recommendation to adopt Ordinance 2025-03: Amending KPB Chapter 21.20 relating to hearing and appeals to a hearing officer.

**MOTION PASSED BY UNANIMOUS VOTE:**

Yes - 7	Brantley, Fikes, Gillham, Morgan, Slaughter, Whitney, Venuti,
Absent - 1	Epperheimer

**AGENDA ITEM F. PLAT COMMITTEE REPORT**

Commissioner Gillham reported the committee reviewed and granted preliminary approval to 3 plats.

**AGENDA ITEM G. OTHER**

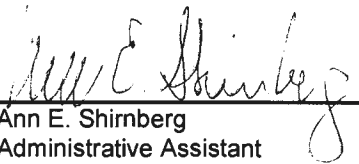
- February 24, 2025 at 5:30 – Training on the new material site code
  - Commissioner Fikes noted that she will not be able to attend this training.

**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 Fikes moved to adjourn the meeting at 8:48 P.M.

  
 Ann E. Shirnberg  
 Administrative Assistant