

DESK PACKET

(MATERIALS SUBMITTED AFTER 3/6/26)

MISC. INFORMATION

APC Meeting Minutes

- **03-11-26 Cooper Landing APC Minutes**
- **03-11-26 Funny River APC Minutes**
- **03-11-26 Hope/Sunrise APC Minutes**
- **03-12-26 Nikiski APC Minutes**
- **03-12-26 Moose Pass APC Minutes**

**COOPER LANDING ADVISORY PLANNING COMMISSION
REGULAR MEETING
LOCATION: COMMUNITY HALL AND ZOOM TELECONFERENCE
WEDNESDAY, MARCH 11, 2026
6:00 PM
UNAPPROVED MINUTES**

The March 11, 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 – 6:03pm
2. ROLL CALL – H. Harrison, Y. Galbraith, P. Miller, D. Nees, D. Story present. C. Degernes, K. Recken excused.
 - a. Chugach Backcountry Riders
3. APPROVAL OF AGENDA – Y. Galbraith moves to approve as written. P. Miller seconds. All approve by roll call vote.
4. APPROVAL OF MINUTES for December 3, 2025 - D. Nees moves to approve as written. P. Miller seconds. All approve by roll call vote.
5. BOROUGH BUSINESS
 - a. REPORTS: PLANNING
 - i. None
 - b. LAND MANAGEMENT – Aaron Hughs, KPB Land Management Agent.
 - i. 26-08 CEA Lease in Cooper Landing
 1. [Supporting documents available at <https://www.kpb.us/local-governance-and-permitting/leadership-governance/planning-commission/advisory-planning-commissions/cooper-landing-apc#apc-meeting-information-and-documents>]
 2. A. Hughes said Chugach Electric Association (CEA) has had equipment on the site since the 90's and a lease agreement was developed early on but never executed. He said the lease is only for CEA and will not allow other uses or users though the KPB will have access to use the tower for emergency service communications.
 - a. Y. Galbraith asked if this is the same site as the ARC TV site. A. Hughes said no and that they are close to each other but not the same site.
 - b. P. Miller asked how something like this location has not had had a lease for so long. He said that it is concerning that the paperwork is not in order and the KPB is not exempted from adverse possession.
 - i. A. Hughes said that this is an effort by the KPB to clean up this situation and that the KPB has been challenged on adverse possession in the past, but it is not subject to adverse possession.

- c. H. Harrison asked what initiated this lease.
 - i. A. Hughes says that there has been a lot of review of KPB lands and Land Management and the KPB are working to clear issues like this up.
 - d. D. Nees asked when the KPB got title to this lot.
 - i. A. Hughes said he does not have that info.
 - e. D. Story asked about the potential of further subleases.
 - i. A. Hughes said that it is exclusive to CEA and that in the event that there was a change of site it would initiate a review which would include a review of fees.
 - f. Y. Galbraith moves to recommend approving the Ordinance 26-08 regarding the CEA Lease in Cooper Landing. P. Miller seconds. All approve by roll call vote.
- ii. Ordinance Amending KPB Code Sections 17.10.190 and 17.10.250 Regarding Casual Use of Borough Land
1. [Supporting documents available at <https://www.kpb.us/local-governance-and-permitting/leadership-governance/planning-commission/advisory-planning-commissions/cooper-landing-apc#apc-meeting-information-and-documents>]
 2. A. Hughes said that this ordinance is in response to concerns and complaints that have been submitted by the public regarding the use of KPB lands. He said it expedites the way parcels can be closed to casual use for purposes such as wildfire management.
 3. He said that it also addresses the commercial removal of surface and subsurface interests such as commercial levels of firewood collection under the auspices of casual use.
 - a. He said that this would allow enforcement mechanisms to be used more quickly.
 - b. He said that there have been more issues near towns.
 4. P. Miller said that he wanted to know more about the considerations for length of time and the strength of enforcement.
 - a. A. Hughes explained the use timeframes and reasoning behind them.
 5. D. Nees asked why the 20-acre size designation and also whether these areas would have signage notifying users.
 - a. A. Hughes said the methodology for the 20-acre size keeps it away from the higher density residential areas. Larger size parcels help to disperse the impact.

- b. He said that there is also a mechanism for proposing for or against parcels being considered for casual use.
 - c. He said that there will not be signage in general but instead the parcel viewer will be the primary way to find the casual use parcels.
6. Y. Galbraith asked about areas like those near the Russian Gap area.
- a. A. Hughes said that during the review if there are concerns of health or safety the parcels could be petitioned for or against casual use.
7. S. Schilling with Chugach Backcountry Freeriders asked if this is amending the KPB Code.
- a. A. Hughes said that it is amending KPB Code but that there has not been a Casual Use Ordinance in the KPB in the past. He said that Land Management had informal use recommendations meant to align with surrounding land managers policies.
 - b. S. Schilling asked for clarity on the reason for the ordinance.
 - i. A. Hughes said that, yes, this is in part meant to address issues and help response to the issues that have been experienced.
 - c. S. Schilling asked if their had been studies.
 - i. A. Hughes said there had not been studies and much of the responses have been based off of public complaints. He gave the example of encampments near Tsalteshi Trails that included burned cars and required significant resources to resolve.
 - d. D. Nees asked how you know how long someone has been on the land.
 - i. A. Hughes said they don't. He said that they don't need to get a permit though they might if they want to guarantee they have a place for a hunting camp etc. He said that most of the issues will be complaint driven.
 - 1. He said that generally if a complaint is made the clock begins once an initial contact is made unless other violations are observed etc.
 - e. H. Harrison asked about firewood cutting and the process to do so appropriately.
 - i. A. Hughes said that you would apply for a land use permit for specific use.
 - f. D. Story said he wanted to repeat back what he was hearing to clarify his understanding. He said what he was hearing was that if an individual plans

casual use of KPB land for something like firewood harvest, they can do so without a permit on any parcel designated for casual use but that if there is a KPB parcel that is not designated for casual use – less than 20 contiguous acres etc. – that they can apply for a land use permit to do so or petition for that parcel to be designated as casual use through the KPB. He said that true casual use of other KPB parcels that may not be designated for casual use seemed unlikely to trigger complaints and thereby enforcement. A. Hughes acknowledged that understanding to be correct.

- g. H. Harrison said the takeaway for her was that since it will be complaint driven this ordinance just gives an enforcement mechanism to the KPB.
- h. Y. Galbraith moves to recommend approval of the Ordinance Amending KPB Code Sections 17.10.190 and 17.10.250 Regarding Casual Use of Borough Land. P. Miller seconds. D. Nees votes no. Y. Galbraith, H. Harrison, P. Miller, D. Story vote yes. Motion passes.

6. OLD BUSINESS – none.

7. NEW BUSINESS – none.

8. PUBLIC COMMENT/PRESENTATION

- a. Sam Schilling said that he runs Chugach Backcountry Freeriders, a non-profit on the Kenai Peninsula that has resources for trail maintenance and grooming. He shared the website and his email: www.akcbf.org president@akcbf.org.

9. COMMISSIONER’S COMMENTS – none.

10. ADJOURNMENT – Y. Galbraith moves to adjourn at 6:54pm. D. Nees seconds. All approve.

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

From: [Aldridge, Morgan](#)
To: [Aldridge, Morgan](#)
Subject: FRAPC Meeting March 11, 2026
Date: Friday, March 13, 2026 11:27:30 AM
Attachments: [FRAPC Agenda 26-03-11.pdf](#)

The Funny River APC met at their regularly scheduled meeting on March 11, 2026 at 7pm. They had a quorum. They reviewed the items listed on the agenda and discussed concerns with the Land Management Agent from the Kenai Peninsula Borough. No minutes have been received at this time.

Thank you

Morgan

Morgan Aldridge

Planner

Kenai River Center

A Division of the Planning Department

Office: (907) 714-2460 Direct: (907) 714-2465

PUBLIC RECORDS LAW DISCLOSURE: This email and responses to this email may be considered a public record under the law.

FUNNY RIVER ADVISORY PLANNING COMMISSION
REGULAR MEETING
LOCATION: COMMUNITY CENTER AND ZOOM TELECONFERENCE
WEDNESDAY, MARCH 11, 2026
7:00 PM
AGENDA

The March 11, 2026 meeting will be both physically open to the public and available for online or telephone participation. To join the meeting from a computer visit <https://us06web.zoom.us/> and use **Meeting ID: 629 931 7897** and Passcode: **n6u7SY**. To attend the Zoom meeting by telephone call toll free **888-788-0099** or **877-853-5247**. For calling in, use **Meeting ID: 629 931 7897** and **Passcode: 700733**. 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 also join the meeting physically at the Funny River Community Center.

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. BOROUGH BUSINESS
 - a. REPORTS
 - i. PLANNER REPORT- None at this time
 - b. PLATTING

Plat Review 2026-014 Mid River Estates Subdivision, subdivision of one parcel into 2 parcels. They have requested an exception to code because the parcel is larger than typical sizing, and their justification is included in the packet. Documents from Platting are available on the website.
 - c. LAND MANAGEMENT 26-05

KPB Tax Foreclosure Sale- continuation of the review from last meeting. Two parcels in the FRAPC boundaries could potentially be going to auction. We now have the Ordinance that is going before the Assembly for review. The memo contains the parcels that the borough is requesting to withhold which is new from last meeting.
 - d. LAND MANAGEMENT 26-XX

Casual Use Amendment updating wording to existing code to clarify, attached memo and draft ordinance with new wording underlined

<https://www.kpb.us/local-governance-and-permitting/leadership-governance/planning-commission/advisory-planning-commissions/funny-river-apc#apc-meeting-information-and-documents>
5. OLD BUSINESS
 - a. Boat Launch Update

6. NEW BUSINESS
7. PUBLIC COMMENT/PRESENTATION
8. COMMISSIONER COMMENTS
9. ADJOURNMENT

For more information or to submit comments please contact the Funny River APC at: <https://www.kpb.us/planning-dept/planning-commissions/funny-river-apc/email-funny-river-apc> On the far right-hand side of the page is a box titled, "Commissioner Information". Scroll to the bottom of the box and select, "Contact the Funny River APC".

Hope/Sunrise Advisory Planning Commission Meeting
Unapproved Minutes - 7 P.M. March 11, 2026
Hope Library and Via Zoom

1. The meeting was Called to Order by Jim Skogstad at 7:02 P.M.
2. Members present were Jim Skogstad, Flip Foldager, Johnny Sorenson, and Scotty Smith. Dawn Hamond, Borough planner Ryan Raidmae, and Aaron Hughes, Land Management Manager attended via Zoom .
3. The agenda was approved with the addition of swearing in Scotty Smith to the Commission
4. The minutes of January 21, 2026 were approved as submitted.
5. Borough Business: An ordinance to amend “casual use of Borough land” was explained by Ryan and Aaron Hughes. The definition of “casual use” of specifically-identified land generally defines minimal disturbance to the land such as berry picking, snow machining, hunting and camping less than 7 days. Amendments to the code were explained and HAPC approved the ordinance to amend the code. “Casual Use” land can be identified on the KPB Parcel Viewer.
6. Old Business: The draft HAPC 2023 Land Use Plan has taken a turn. The plan was in the legal department but administrative policy changes require a rewrite by the planning department and the plan has been sent back to legal. Dawn suggested and we agreed to wait for it to come out and see what happens.
7. New Business: There was no new business
8. There were no Public Comments or Presentations
9. Commissioners' Comments: None
10. The meeting was adjourned at 7:42 P.M.

NEXT REGULARLY SCHEDULED HOPE/SUNRISE
ADVISORY PLANNING COMMISSION MEETING

The next regularly scheduled Hope/Sunrise Advisory Planning Commission Meeting is scheduled for Wednesday, April 8, 2026 in the Hope Library, 18487 A Avenue, Hope, AK 99605 and through Zoom at 7:00 P.M.

CONTACT INFORMATION

Contact the Hope/Sunrise Advisory Planning Commission at:

Email-visit: <https://www.kpb.us/planning-commissions/hope-sunrise-apc>

On the far right-hand side of the page is a box titled, “Commissioner Information”. Scroll to the Bottom of the box and select, “Contact the Hope/Sunrise APC”

Send USPS mail to:
Kenai Peninsula Borough Planning Department, Attn: Hope/Sunrise APC.
144 N. Binkley, Soldotna, AK 99669

MOOSE PASS ADVISORY PLANNING COMMISSION

REGULAR MEETING

LOCATION: MOOSE PASS SPORTSMAN CLUB AND ZOOM

TELECONFERENCE THURSDAY, MARCH 12, 2026

6:00 P.M.

Draft 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 6:09 PM
2. ROLL CALL Jeff Estes, Dave Schaffer, Jeff Hetrick, Jennifer Boyle, Kevin Dunham all present
3. APPROVAL OF AGENDA -Moved Dave S, 2nd Jeff E, Approved
4. APPROVAL OF MINUTES
 - a. February 5, 2026 - Approved
5. PUBLIC COMMENT/PRESENTATION
(Public Comment for items not appearing on the agenda) - None
6. NEW BUSINESS
 - a. Borough
 - i. Planner Report
 1. Ordinance 2026-XX, An Ordinance Amending Borough Code Sections KP.B 17.10.190 and KP.B 17.10.250 Regarding Casual Use of Borough Land

Aaron Hughes Land Management on zoom to discuss Casual Use Land. Parcels within city limits, or less than 20 contiguous acres not available for casual use.

Motion to make a recommendation of approval of Ordinance 2026-XX, An Ordinance Amending Borough Code Sections KPB 17.10.190 and KPB 17.10.250 Regarding Casual Use of Borough Land by Jeff H and 2nd by Jeff E.

Jeff H. motions to recommend that an audit be done of KPB Parcel Viewer's accuracy of Casual Use Lands, 2nd Jen Boyle, Passes, All in Favor

ALL approve motion of approval.

ii. Report from the Chair - no report

7. OLD BUSINESS

- a. Draft Moose Pass Comprehensive Plan – Special Meeting on March 25, 2026 at 6:00 P.M. - Jeff E, Jeff H, Dave S, Kevin D can all be present either in person or via zoom for the 3/25 special meeting. Jen B is unavailable.

8. PUBLIC COMMENT - none

9. COMMISSIONERS' COMMENTS

Jeff H. - Should we print some Comp Plan to leave at post office prior to the March 25 meeting to help public review plan? Would appreciate 2 weeks time frame from Borough to review items prior to meetings.

Kevin D- Apologized for being late. AZ doesn't observe daylight saving.

Jeff E. - Considering how to protect shallow bedrock areas from future development to protect water/wells. Doesn't think that our current comp plan protects it enough.

Dave S. - ditto Jeff H comments. We need to be vigilant regarding updates and policies.

Jen B. - It was interesting learning about Casual Use Lands.

10. NEXT MEETING DATE

March 25 - Special Meeting, Comprehensive Plan Presentation to Public, 6 PM

April 9, 2026

11. ADJOURNMENT Dave S. motion, Jeff E 2nd passes. Adjourned 6:58 PM.

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-commission/advisory-planning-commissions/moose-pass-apc>

Click on the last item listed "Send a message to the Moose Pass APC Commissioners"

Send USPS mail to:

Kenai Peninsula Borough Planning Department, Attn: Moose Pass
APC, 144 N Binkley, Soldotna, AK 99669

NIKISKI ADVISORY PLANNING COMMISSION

Regular Meeting Minutes
March 12, 2026 at 6:30 pm
Location: North Peninsula Rec Center

1. **CALL TO ORDER- 6:34**
2. **ROLL CALL- Kelly Brewer, Stacy Olivia, Jon Harmon, Jason Ross Zoom, Tim Scherr Kenai Peninsula Borough Planner: Ryan Raidmae, KPB Lands: Jennifer Shields, KPB Aaron Hughes**
3. **APPROVAL OF AGENDA- Jason approved Kelly second**
4. **APPROVAL OF MINUTES- Jason approved Kelly second**
5. **BOROUGH BUSINESS**
PRESENTATIONS-
 - a. Jennifer Shields spoke about **Ordinance 2026-05, Tax Foreclosure Sale** on April 25, 2026 will be held at the Kenai Peninsula Borough Building in the Assembly Chamber Room-Sale of Certain Real Property Obtained by the Kenai Peninsula Borough Through Tax Foreclosure Proceedings will be available for purchase. In the 1st round buyers are limited to 2 parcels-in the 2nd round buyers the purchase of parcels is unlimited. Jennifer said parcel 01218017 (**On Foreclosure list/Island Lake Frontage**) would not be retained as asked by the NAPC for the Nikiski Fire Department use due to unknown liabilities. Kelly made a motion to approve; Jon second. All Approved. Open discussion-Kelly asked if KPB could post the Auction information at the Nikiski Post Office, Jennifer said that they could so public was aware of Auction. Jason asked if Non-Profit could buy parcel 01218017 Jennifer said No but a private party could buy the parcel then sell it to the non-profit. Kelly asked if the KPB was doing clean up on Parcel 01218017 Jennifer and Aaron both indicated that that would be the liability and responsibility of the buyer.
 - b. Aaron Hughes spoke about **Ordinance 2026-XX, Casual Use Amendment**
The ordinance serves to further identify, define and encourage allowable uses under Casual Use, and provides future guidance on how **lands** available for casual use are to be identified, and may be closed based on extraordinary public health, welfare and safety-related conditions. This Ordinance amendment is to identify Casual Use-**KPB land** over 20 acres would NOT change and open for Casual use- 20 acres and under would be closed to Casual (public) use. As stated in 2D on the agenda-a 20 acre or less **KPB land** can be nominated for Casual use. **Discussion**

opened before approval of the Amendment due to Commissioner concerns. Stacy was concerned that the wording on the Amendment did not include farm animals (Cattle) using KPB lands to cross over and would using them be an added expense? Aaron indicated they could purchase a Casual Use Permit. Kelly asked how much that permit would cost Aaron said a Personal Use permit for Casual Use costs \$500 a Commercial Permit costs \$1500. Kelly was concerned how this may affect recreational vehicles driving on KPB lands/ KPB are used for crossing to other public lands via snowmachines along with other recreation sport vehicles or uses-Jason was concerned about hunting on the KPB lands under 20 acres. Aaron being an understood the concerns. He asked if we could help work on an amendment to the amendment to change the wording-all Commissioners agreed. The Amendment to the Amendment agreed upon is **Closure of KPB lands to Casual Use may not prohibit or restrict legal access to other public lands.** With this Amendment added to the Amendment Tim motioned to approve; Jason 2nd. All Approved

REPORTS

- i. Planner ii. Assembly Member/Other-Ryan said there's potential for a new 20-acre gravel pit near Milky Way off Holt Lamplight. Out of State Owners are asking preliminary questions and getting the paperwork from KPB

6. **PLATTING**

- a. Poolside Estates, 2026 Addition, KPB 2026-016: This subdivision will subdivide one parcel into nine parcels. Kelly motioned to approve; Jason 2nd All Approved

7. **OLD BUSINESS**

- a. Nikiski Comprehensive Plan- AI reviewed the Survey Data and prioritized the Top 5 survey results. Commissioners will receive a copy from Ryan. Survey results on agenda for next meeting-to be put out to the public.

8. **NEW BUSINESS**

- a. None

9. **PUBLIC COMMENT/PRESENTATION: none**

10. **COMMISSIONER COMMENTS: Jon discussed safety concerns that was on Nikiski Chats FB page regarding South Millers turning lane**

11. **ADJOURNMENT: 8:00 PM**

Next Regular Meeting: Thursday April 9, 2026, at 6:30 PM