

Kenai Peninsula Borough Planning Commission

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

**MAY 12, 2025
7:30 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
Jeffery Epperheimer, Nikiski District
Pamela Gillham, Kalifornsky/Kasilof District
Dawson Slaughter, Southern Peninsula District
Virginia Morgan, Cooper Landing/Hope/Eastern Peninsula District
Diane Fikes, City of Kenai
Paul Whitney, City of Soldotna
Franco Venuti, City of Homer

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

Staff Present

Robert Ruffner, Planning Director
Samantha Lopez, KRC Manager
Ryan Raidmae, Planner
Aaron Hughes, Land Management Officer
Jennifer Shields, Land Management Agent
Ann Shirnberg, Planning Administrative Assistant
Jenny Robertson, Land Management Administrative Assistant

AGENDA ITEM C. CONSENT & REGULAR AGENDA

- *1. Time Extension Requests
 - a. Daybreeze Park 59 North; KPB File 2019-067
 - b. Graham Ranch; KPB File 2023-028
 - c. ROW Acquisition Seward Highway MP 25.5 to 36 Trail River To Sterling WYE Rehabilitation; KPB File 2022-063R1
 - d. Windhaven Estates; Pre-032
- *3. Plats Granted Administrative Approval
 - a. Bear Run Subdivision 2024; KPB File 2025-051
 - b. Caroline Woods; KPB File 2024-030
 - c. Kasilof River Heights Subdivision Rudisill Replat; KPB File 2025-011
- *7. Minutes
 - a. March 24, 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 Gillham moved, seconded by Commissioner Slaughter 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
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AGENDA ITEM E. NEW BUSINESS

ITEM #1 – ORDINANCE 2025-08

APPROVING HUMPY POINT R-1 LOCAL OPTION ZONE DISTRICT AND AMENDING KPB 21.46.40

Staff report give by Planner Ryan Raidmae

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 Epperheimer to forward to the Assembly a recommendation to adopt Ordinance 2025-08, Approving Humpy Point R-1 Local Option Zone District and amending KPB 21.46.40.

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

MAIN MOTION PASSED BY MAJORITY VOTE:

Yes - 8	Brantley, Epperheimer, Fikes, Gillham, Morgan, Slaughter, Venuti, Whitney
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ITEM #2 – RESOLUTION 2025-XX

AUTHORIZING THE KENAI PENINSULA BOROUGH TO ENTER INTO A LEASE AGREEMENT WITH SKYLINE TOWERS, LLC FOR THE CONTINUED USE OF THE KACHEMAK EMERGENCY SERVICE AREA EMERGENCY COMMUNICATIONS SITE

Staff report give by Land Management Agent Jennifer Shields.

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 Epperheimer to forward to the Assembly a recommendation to adopt Resolution 2025-XX authorizing the Kenai Peninsula Borough to enter into a lease agreement with Skyline Towers, LLC for the continued use of the Kachemak Emergency Service Area emergency communications site.

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

MAIN MOTION PASSED BY MAJORITY VOTE:

Yes - 8	Brantley, Epperheimer, Fikes, Gillham, Morgan, Slaughter, Venuti, Whitney
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ITEM #3 – ORDINANCE 2025-09

AUTHORIZING AND APPROVING THE LAND AFFORDABILITY PROGRAM

Staff report give 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 Epperheimer moved, seconded by Commissioner Slaughter to forward to the Assembly a recommendation to adopt Ordinance 2025-09, authorizing and approving the Land Affordability Program.

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

MAIN MOTION PASSED BY MAJORITY VOTE:

Yes - 8	Brantley, Epperheimer, Fikes, Gillham, Morgan, Slaughter, Venuti, Whitney
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AGENDA ITEM G. OTHER

Ms. Shimberg reminded the commission that the next Planning Commission meeting will be held on **Tuesday**, May 27, 2025. The meeting is being held on a Tuesday due to the Memorial Day Holiday.

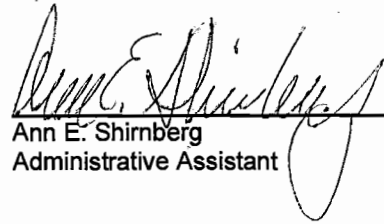
AGENDA ITEM H. PRESENTATIONS / PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

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 J. COMMISSIONER COMMENTS

AGENDA ITEM K. ADJOURNMENT

Commissioner Gillham moved to adjourn the meeting at 7:56 P.M.


Ann E. Shimberg
Administrative Assistant