

C. CONSENT AGENDA

***7. 02-09-26 PC Meeting Minutes**

Kenai Peninsula Borough Planning Commission

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

**FEBRUARY 9, 2026
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
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 7 members present, a quorum was present.

Staff Present

Robert Ruffner, Planning Department Director
Wayne Cary, Deputy Borough Attorney
Samantha Lopez, River Center Manager
Ryan Raidmae, Planner
Brittney Hoffert, LMD Technician
Ann Shirnberg, Planning Administrative Assistant

MOTION: Commissioner Whitney moved, seconded by Commissioner Venuti to amend the agenda to adopt the 01/26/26 Plat Committee agenda and add the items to the PC agenda and move Forest Acres Subdivision Seward Gateway Properties to the start of new business.

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

AGENDA ITEM C. CONSENT & REGULAR AGENDA

***6. Commissioner Excused Absences**

- a. Jeffrey Epperheimer, Nikiski District
- b. Vacant, City of Seward

***7. Minutes**

- a. January 26, 2026 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 Fikes 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

AGENDA ITEM E. NEW BUSINESS

**ITEM #1. – BUILDING SETBACK ENCROACHMENT PERMIT
LOT 1, BLOCK 5, WILLOW BROOK NORTH ADDITION, PLAT KN 98-42**

KPB File No.	2026-001
Planning Commission Meeting:	February 9, 2026
Applicant / Owner:	Stephen D. & Randy M. Milliron
Surveyor:	John Segesser / Segesser Surveys
General Location:	Northridge Drive, off of Even Lane / Kalifornsky Area

Parent Parcel No.:	055-041-19
Legal Description:	T 5N R 11W SEC 15 Seward Meridian KN 0980042 WILLOW BROOK NORTH ADDN LOT 1 BLK 5
Assessing Use:	Residential Dwelling
Zoning:	Rural Unrestricted
Resolution	2026-11

Staff report given by Platting Manager Vince Piagentini.

Commissioner Brantley opened the item for public comment.

- Stephen Milliron, Landowner: Mr. Milliron 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 Venuti moved, seconded by Commissioner Whitney to adopt Planning Commission Resolution 2026-11 granting a building setback encroachment permit to a portion of the 20' building setback for Lot 1, block 5 Willow Brook North Addition, Plat KN 98-42.

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

MOTION: Commissioner Venuti moved, seconded by Commissioner to attach the following finding in support of the approval. Findings 1 & 6 appear to support standard one, findings 3 & 16 appear to support standard two and findings 2 & 4 appear to support standard three.

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

**ITEM #2 - UTILITY EASEMENT ALTERATION
VACATE THE 10-FOOT-WIDE UTILITY EASEMENTS LOCATED ALONG THE EAST BOUNDARY OF
LOT 10B AND ALONG THE WEST BOUNDARY OF LOT 8B, BLOCK 2, GRANTED BY PAVILION
SUBDIVISION PART 2 PAVILION PARK ESTATES ADDITION AMENDED, PLAT KN 84-141**

KPB File No.	2026-004V
Planning Commission Meeting:	February 9, 2026
Applicant / Owner:	Julie L. Heintz & Jason M. Heintz
Surveyor:	Andrew Hamilton / McLane Consulting Inc.
General Location:	Marlyss Circle off Pavilion Drive, located off Mackey Lake Road Sterling Area

Staff report given by Platting Manager Vince Piagentini.

Commissioner Brantley opened the item for public comment.

- Jason Heintz, Landowner: Mr. Heintz 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 Slaughter moved, seconded by Commissioner Whitney to grant the vacation as petitioned based on the means of evaluating public necessity established by KPB 20.65, adopting and incorporating by reference the staff report, staff recommendations and subject to the two conditions as set forth in the staff report.

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

ITEM #3 - RIGHT OF WAY VACATION

VACATE THE SOUTHERN PORTION OF BOGIE COURT CUL-DE-SAC BULB, INCLUDING ADJACENT 5-FOOT CLEARING EASEMENT, ADJACENT TO LOT 5A, BLOCK 1, AS DEDICATED BY PLAT KN 79-84

KPB File No.	2026-005V
Planning Commission Meeting:	February 9, 2026
Applicant / Owner:	Timothy Shaun Cowan
Surveyor:	Andrew Hamilton / McLane Consulting Inc.
General Location:	Bogie Court off Boundary Street near Birch Ridge Golf Course City of Soldotna
Legal Description:	BOGIE COURT, T 5N R 10W SEC 27 SM KN 0790084 GOLF ACRES SUB RESUB OF LOTS 5 & 6 BLK 1 LOT 5A

Staff report given by Platting Manager Vince Piagentini.

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 Gillham to grant the vacation as petitioned based on the means of evaluating public necessity established by KPB 20.65, adopting and incorporating by reference the staff report, staff recommendations and subject to the four conditions as set forth in the staff report.

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

ITEM #4 - RIGHT OF WAY VACATION

VACATE AN IRREGULAR-SHAPED PORTION OF NARROW ROAD AS IT IS CURRENTLY LOCATED EAST OF LOTS 14 AND 15, NORTH OF THE INTERSECTION WITH DE BUSK DRIVE, INCLUDING ALL ASSOCIATED UTILITY EASEMENTS, AS ORIGINALLY DEDICATED BY IMMANUEL SUBDIVISION NO. 2, PLAT KN 2025-14

KPB File No.	2026-006V
Planning Commission Meeting:	February 9, 2026
Applicant / Owner:	David & Christina Hall
Surveyor:	Andrew Hamilton / McLane Consulting Inc.
General Location:	Intersection of Narrow Road & De Busk Drive, Nikiski Area
Legal Description:	NARROW ROAD, T 07N R 11W SEC 04 SM KN 2025014 IMMANUEL SUB NO 2 LOT 11 THROUGH 14

Staff report given by Platting Manager Vince Piagentini.

Commissioner Brantley opened the item for public comment.

- Cody McLane, McLane Consulting Group: Mr. McLane 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 Slaughter to grant the vacation as petitioned based on the means of evaluating public necessity established by KPB 20.65, adopting and incorporating by reference the staff report, staff recommendations and subject to the four conditions as set forth in the staff report.

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

**ITEM #5 – CONDITIONAL LAND USE PERMIT
TO OPERATE A SAND, GRAVEL, OR MATERIAL SITE UNDER TYPE 1 & 2 ENDORSEMENTS FOR
THE PARCEL DESCRIBED AS T07N R12W SEC 35 SM KN E1/2 NE1/4 NW1/4, KR D**

PC Resolution No.	2026-12
Planning Commission Meeting:	February 9, 2026
Applicant / Owner:	M & M Gravel
Parcel No.	015-160-17
General Location:	Nikiski Area
Legal Description:	T07N R12W SEC 35 SM KN E1/2 NE1/4 NW1/4

Staff report given by Planner Ryan Raidmae

Commissioner Brantley opened the item for public comment.

- Gina DeBardelaben, Consulting Group: Ms. DeBardelaben 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 Slaughter moved, seconded by Commissioner Gillham to adopt Planning Commission Resolution 2026-12 granting approval of a conditional land use permit to operate a sand, gravel or materials site under Type I & II endorsements for a parcel described as T07N, R12W, SEC 35 SM KN E 1/2, NE 1/4, NW 1/4, Kenai Recording District.

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

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 Venuti moved to adjourn the meeting at 8:13 P.M.

Ann E. Shirnberg
Administrative Assistant

UNAPPROVED