

## **C. CONSENT AGENDA**

**\*7. Minutes**

**a. March 25, 2024 PC Meeting Minutes**

# 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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March 25, 2024  
7:30 P.M.  
UNAPPROVED MINUTES

## **AGENDA ITEM A.      CALL TO ORDER**

Chair Brantley called the meeting to order at 7:30 p.m.

## **AGENDA ITEM B.      ROLL CALL**

### *Commissioners Present*

Jeremy Brantley, Ridgeway/Sterling District  
Jeffery Epperheimer, Nikiski District  
Pamela Gillham, Kalifornsky/Kasilof District  
Virginia Morgan, Cooper Landing/Hope District  
Charlene Tautfest, City of Soldotna  
Franco Venuti, City of Homer  
Diane Fikes, City of Kenai  
Troy Staggs, City of Seward

With 9 members of a 9-member seated commission in attendance, a quorum was present.

### *Staff Present*

Robert Ruffner, Planning Director  
Walker Steinhage, Borough Deputy Attorney  
Vince Piagentini, Platting Manager  
Morgan Aldridge, Planner  
Jennifer Robertson, LMD Administrative Assistant  
Ann Shirnberg, Planning Administrative Assistant

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

### **\*2.      Planning Commission Resolutions**

- a. PC Resolution 2023-09

### **\*3.      Plats Granted Administrative Approval**

- a. Coho Country Estates Subdivision No. 9; KPB File 2023-091
- b. Evenson Subdivision 2023 Replat: KPB File 2023-119
- c. Gateway Subdivision 2022 Lindquist Addition; KPB File 2022-164
- d. Hetherton Homestead Acres Phillips Addition; KPB File 2023-099
- e. Patson Properties Cude Addition; KPB File 2023-101
- f. Silkok Creek Alaska Subdivision Moore Replat; KPB File 2023-005
- g. Stewart Subdivision 2023 Replat; KPB File 2023-031R1
- h. Teal Bay Subdivision Pattison Addition; KPB File 2023-098
- i. Thorstrand Subdivision Addition No. 1; KPB File 2022-069R1

### **\*6. Commissioner Excused Absences**

- a. Dawson Slaughter, South Peninsula District

### **\*7.      Minutes**

- a. February 126, 2024 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 Staggs 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 - 8	Brantley, Epperheimer, Fikes, Gillham, Morgan, Staggs, Tautfest, Venuti
Absent – 1	Slaughter

**AGENDA ITEM E. NEW BUSINESS**

Chair Brantley asked Ms. Shirnberg to read the public hearing procedures into the record.

**ITEM #1. – BUILDING SETBACK ENCROACHMENT PERMIT  
HARLIE A FELLERS SUBDIVISION TRACT B KN 78-31**

<b>KPB File No.</b>	2024-021
<b>Planning Commission Meeting:</b>	March 25, 2024
<b>Applicant / Owner:</b>	Travis and Junieta Steinbeck / Steinbeck, Inc.
<b>Surveyor:</b>	Jerry Johnson / Johnson Surveying
<b>General Location:</b>	Sterling Highway & Mercantile Avenue, Kasilof
<b>Parent Parcel No.:</b>	133-410-08
<b>Legal Description:</b>	Tract B Harlie A. Fellers Subdivision KN 78-31
<b>Assessing Use:</b>	Commercial
<b>Zoning:</b>	Rural Unrestricted
<b>Resolution</b>	2024-6

Staff report given by Platting Manager Vince Piagentini.

Chair Brantley opened the item for public comment.

Jerry Johnson, Johnson Surveying; P.O. Box 27, Clam Gulch, AK 99568: Mr. Johnson was the surveyor on this project and 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 Staggs moved, seconded by Commissioner Epperheimer to adopt Planning Commission Resolution 2024-06 granting a setback encroachment permit to Tract B, Harlie A. Fellers Subdivision, Plat KN 0078031, citing findings 1, 2 & 9 in support of standard one, findings 3-5 in support of standard two, findings 6, 7 & 9 in support of standard three and subject to compliance with KPB 20.10.110 section F & G, 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 - 8	Brantley, Epperheimer, Fikes, Gillham, Morgan, Staggs, Tautfest, Venuti
Absent – 1	Slaughter

**ITEM #2 - RIGHT OF WAY VACATION  
VACATE THE APPROXIMATE 184' OF THE END OF THE CUL-DE-SAC OF SHALOM LANE  
BETWEEN LOTS 4, 5,6 AND TRACT A OF IMMANUEL SUBDIVISION AND ASSOCIATED UTILITY  
EASEMENT**

<b>KPB File No.</b>	2024-022V
<b>Planning Commission Meeting:</b>	March 25, 2024
<b>Applicant / Owner:</b>	David and Christina Hall & Terrance Rais
<b>Surveyor:</b>	James Hall / McLane Consulting, Inc
<b>General Location:</b>	De Busk Drive in Nikiski
<b>Legal Description:</b>	Shalom Lane in Immanuel Subdivision KN 2022-46

Staff report given by Platting Manager Vince Piagentini.

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 Staggs moved, seconded by Commissioner Gillham to approve the vacation as petitioned based on the means of evaluating public necessity established by KPB 20.70, based on staff recommendations and subject to the five 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 - 8	Brantley, Epperheimer, Fikes, Gillham, Morgan, Staggs, Tautfest, Venuti
Absent – 1	Slaughter

**ITEM #3 – CONDITIONAL USE PERMIT  
FOR THE CONSTRUCTION OF A FOOT BRIDGE WITHIN THE  
50-FOOT HABITATE PROTECTION DISTRICT OF PTARMIGAN CREEK**

<b>PC Resolution Number</b>	2024-05
<b>Planning Commission Meeting:</b>	March 25, 2024
<b>Applicant</b>	USDA Forest Service
<b>KPB Tax Parcel ID</b>	125-321-05
<b>Legal Description:</b>	T 4N R 1E SEC 30 SEWARD MERIDIAN SW GOVT LOTS 1 THRU 4 & NE1/4 NE1/4 & W1/2 NE1/4 & E1/2 W1/2

Staff report given by Planner Morgan Aldridge.

Chair Brantley opened the item for public comment.

Hampton Coogle, Project Manager; 161 E. 1<sup>st</sup> Avenue, Anchorage, AK 99501: Mr. Coogle is the project manager for this installation and 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 Morgan moved, seconded by Commissioner Staggs to adopt Planning Commission Resolution 2024-05, granting a conditional use permit pursuant to KPB 21.18 for the construction of a footbridge within the 50-Foot Habitat Protection District Ptarmigan Creek.

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, Staggs, Tautfest, Venuti
Absent – 1	Slaughter

**AGENDA ITEM F.      PLAT COMMITTEE REPORT**

Commissioner Gillham report that the committee reviewed and granted preliminary approval to 8 plats.

**AGENDA ITEM G.      OTHER**

Plat Committee Members (April-May-June-July)

- Commissioner Gillham
- Commissioner Morgan (Unavailable on 4/8/24 & 5/13/24)
- Commissioner Venuti
- Commissioner Epperheimer
- Commission Brantley (Alternate)

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

Chair Brantley asked if there was anyone from the public who would like to comment on anything not appearing on the agenda. No one wished to comment

**AGENDA ITEM K.      ADJOURNMENT**

Commissioner Gillham moved to adjourn the meeting at 8:04 P.M.

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Ann E. Shirnberg  
Administrative Assistant