

## **C. CONSENT AGENDA**

### **\*7. Minutes**

**a. February 12, 2024 PC Meeting Minutes**

# Kenai Peninsula Borough Planning Commission

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

February 12, 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  
Dawson Slaughter, South Peninsula 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  
Jennifer Robertson, LMD Administrative Assistant  
Ann Shirnberg, Planning Administrative Assistant

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

- \*3.      Plats Granted Administrative Approval**
  - a.    McNamara Acres at Moose Hill; KPB File 2023-009R1
- \*4.      Plats Granted Final Approval**
  - a.    Soldotna Junction Subdivision 2023 Replat; KPB File 2023-043
- \*7.      Minutes**
  - a.    January 22, 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 Slaughter moved, seconded by Commissioner Staggs 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 - 9	Brantley, Epperheimer, Fikes, Gillham, Morgan, Slaughter, Staggs, Tautfest, Venuti
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**AGENDA ITEM E.      NEW BUSINESS**

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

**ITEM #1 CONDITION USE PERMIT  
FOR THE CONSTRUCTION OF UTILITY LINE WITHIN THE 50-FOOT HABITAT PROTECTION  
DISTRICT OF THE KENAI RIVER.**

<b>PC Resolution No.</b>	2024-03
<b>Planning Commission Meeting:</b>	February 12, 2024
<b>Applicant / Owner:</b>	City of Soldotna
<b>General Location:</b>	City of Soldotna ROW on Porcupine Court

Staff report given by Planner Morgan Aldridge.

Chair Brantley open the item for public comment.

Kyle Kornelis, Director of Public Work – City of Soldotna: Mr. Kornelis is overseeing 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 commission.

Commissioner Tautfest stated that she had voted on this item as a member of the Planning & Zoning Commission for the City of Soldotna. She requested to be recused, Chair Brantley approved her request.

**MOTION:** Commissioner Slaughter moved, seconded by Commissioner Staggs to adopt Planning Commission Resolution 2024-03 grant a conditional use permit pursuant to KPB 21.18 for the construction of a utility line within the 50-foot Habitat Protection District of the Kenai River.

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, Staggs, Venuti
Recused - 1	Tautfest

**ITEM #2 ORDINANCE 2024-03  
AUTHORIZING THE SALE OF CERTAIN PARCELS OF BOROUGH OWNED LAND BY OUTCRY  
AUCTION FOLLOWED BY A SECONDARY ONLINE AUCTION**

Staff report given by Land Agent Aaron Hughes

Chair Brantley open the item for public comment. Seeing and hearing no one wishing to comment, public comment was closed and discussion was opened among the commission.

Chair Brantley informed the commission that he had been approached to do some work for member of the public who was intending to purchase one of the lots listed for sale. He asked legal if that constituted a conflict of interest. Borough Attorney Steinhage stated that Chair Brantley could pass the gavel to Vice Chair Gillham and the commission could discuss and vote whether or not they felt this was a conflict.

Chair Brantley passed the gavel to Vice Chair Gillham.

Vice Chair Gillham asked for a motion to open discussion.

Commissioner Venuti motioned, seconded by Commissioner Slaughter that Commissioner Brantley has a conflict of interest on this item.

Vice Chair Gillham open discussion among the commission

Commissioner Slaughter stated he did not believe that Commissioner Brantley had a conflict of interest in this matter. The lot in question has not been sold, nor is there a signed contract in place

Commission Fikes agreed with Commission Slaughter, she does not believe Commissioner Brantley has a conflict of interest in this matter.

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

**MOTION PASSED BY UNANIMOUS VOTE:**

Yes - 8	Epperheimer, Fikes, Gillham, Morgan, Slaughter, Staggs, Tautfest, Venuti
Recused - 1	Brantley

Vice Chair Gillham passed the gavel back to Chair Brantley.

**MOTION:** Commissioner Gillham moved, seconded by Commissioner Staggs to forward to the Assembly a recommendation to adopt Ordinance 2024-03, authorizing the sale of certain parcels of Borough owned land by outcry auction followed by a secondary online auction.

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

**MOTION PASSED BY UNANIMOUS VOTE:**

Yes - 9	Brantley, Epperheimer, Fikes, Gillham, Morgan, Slaughter, Staggs, Tautfest, Venuti
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**AGENDA ITEM F. PLAT COMMITTEE REPORT**

Commissioner Gillham report that the committee reviewed and granted preliminary approval to 5 plats.

**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 7:55 P.M.

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Ann E. Shirnberg  
Administrative Assistant