

C. CONSENT AGENDA

***7. Minutes**

a. August 11, 2025 Planning Commission Meeting Minutes

Kenai Peninsula Borough

Planning Commission

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

JULY 14, 2025

7:30 P.M.

UNAPPROVED MINUTES

AGENDA ITEM A. CALL TO ORDER

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

Oath of Office

Commissioners Fikes, Morgan, Slaughter and Venuti were reappointed by Mayor Micciche to serve another 3-year term on the commission. Ms. Shirnberg administered the oath of office to the reappointed commissioner.

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

Karina England, City of Seward

Diane Fikes, City of Kenai

Paul Whitney, City of Soldotna

Franco Venuti, City of Homer

With 9 members present, a quorum was present.

Staff Present

Robert Ruffner, Planning Director

Vince Piagentini, Platting Manager

Aaron Hughes, LM Officer

Jenny Robertson, LM Administrative Assistant

Ann Shirnberg, Planning Administrative Assistant

Election of Officers

Commissioner Slaughter nominated, seconded by Commissioner Gillham, Commissioner Brantley for the position of Chair. Seeing and hearing no objections, discussion or other nominations, Commissioner Brantley was appointed Chair.

Commissioner Venuti nominated, seconded by Commissioner Fikes, Commissioner Gillham for the position of Vice Chair. Seeing and hearing no objections, discussion or other nominations, Commissioner Gillham was appointed Vice-Chair.

AGENDA ITEM C. CONSENT & REGULAR AGENDA

***3. Plats Granted Administrative Approval**

- a. 3 John's Subdivision, KPB File 2024-064
- b. Beaver Loop Acres No. 3 Subdivision; KPB File 2025-013
- c. Crane-France Subdivision Replat 2024; KPB File 2024-099
- d. Pacific Park Subdivision 2024 Addition; KPB File 2024-077
- e. Sumpter Subdivision 2024 Replat; KPB File 2024-132
- f. Trust Land Survey 2024-01 Lonesome Lake Sub 2024 Addn; KPB File 2024-117

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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 Epperheimer 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 - 9	Brantley, England, Epperheimer, Fikes, Gillham, Morgan, Slaughter, Whitney, Venuti
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AGENDA ITEM E. NEW BUSINESS

**ITEM #1 - PLAT NOTE RESTRICTION REMOVAL
HUCKABAY SUBDIVISION ADDITION NO. 2**

KPB File No.	2025-084
Planning Commission Meeting:	August 11, 2025
Applicant / Owner:	Matt Miller, Personal Representative for Nancy L. Miller
Surveyor:	None
General Location:	Mackey Lake Road
Legal Description:	T05N, R10W, SEC 22, S.M., Huckabay Subdivision Addition No. 2, Plat KN 83-154

Staff report given by Platting Vince Piagentini.

Chair Brantley opened the item for public comment.

Matt Miller, Petitioner; 5952 Jan Marie Drive, Anchorage AK: Mr. Miller stated he was the executor for the estate of Nancy Miller. He had someone interested in buying Lot 11 (which currently has no access off Mackey Lake Rd). Lot 11 currently doesn't have driveway access to Mackey Lake and they cannot petition the state for a driveway permit until plat note #4 is removed from the plat.

Mike Warner; 5701 Katoden Drive, Anchorage AK: Mr. Warner is the individual who is interested in buying Lot 11 and wants to know that he will be able to obtain a driveway permit off Mackey Lake Rd before he moves forward with the purchase.

Seeing and hearing no one 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 2025-16 Removing plat not #4 from Huckabay Subdivision Addition No. 2, Plat KN 83-154, affecting Lots 1, 8, 9, 10 & 11 on said plat.

After discussion the commission decided that additional information was needed from DOT before they could make a decision on this application. They requested that this item be postponed so that staff could obtain more information from DOT. The commission checked with the applicant and the individual interested in purchasing Lot 11 to make sure they agreed with postponing action on this item. Mr. Miller and Mr. Warner both agreed to the postponement.

MOTION: Commissioner Gillham moved, seconded by Commissioner Epperheimer to postpone action on this item until brought back by staff.

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

MOTION PASSED BY UNANIMOUS VOTE:

Yes - 9	Brantley, England, Epperheimer, Fikes, Gillham, Morgan, Slaughter, Whitney, Venuti
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**ITEM #2. – BUILDING SETBACK ENCROACHMENT PERMIT
TRACT 1, NIKISKI VILLAGE SUBDIVISION NO 2, PLAT KN 76-03**

KPB File No.	2025-106
Planning Commission Meeting:	August 11, 2025
Applicant / Owner:	Wanda J. Kennedy and Wenda J. Kennedy Living Trust of Nikiski, Alaska
Surveyor:	John Segesser / Segesser Surveys
General Location:	Kenai Spur Highway Near Nikiski Avenue / Nikiski Area
Parent Parcel No.:	012-120-10
Legal Description:	T 7N R 12W SEC 2 SEWARD MERIDIAN KN 0760003 NIKISKI VILLAGE SUB NO 2 TRACT 1
Assessing Use:	General Commercial
Zoning:	Rural Unrestricted
PC Resolution	2025-15

Staff report given by Platting 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 Epperheimer moved, seconded by Commissioner Slaughter to adopt Planning Commission Resolution 2025-15 granting a building setback encroachment permit to Tract 1, Nikiski Village Subdivision No. 2, Plat KN 0760003, citing findings 4, 9 – 11 & 14 in support of standard one, findings 4, 5, 11 & 14 in support of standard two and findings 4, 5, 8 – 11 & 14 in support of standard three.

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

MOTION PASSED BY UNANIMOUS VOTE:

Yes - 9	Brantley, England, Epperheimer, Fikes, Gillham, Morgan, Slaughter, Whitney, Venuti
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**ITEM #3 – CONDITIONAL USE PERMIT
GRANTING A CONDITIONAL USE PERMIT PURSUANT TO KPB 21.18 TO DO REPAIRS TO THE
EXISTING BRIDGE ACROSS THE CHICKALOON RIVER AT MYSTERY CREEK ROAD**

This application was withdrawn by the applicants. No action was required by the commission.

**ITEM #4 – RESOLUTION 2025-26
AUTHORIZING THE ACQUISITION OF A PERPETUAL EASEMENT LOCATED IN KACHEMAK SELO,
ALASKA FOR SCHOOL PURPOSES**

Staff report given 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 Gillham moved, seconded by Commissioner Fikes to forward to the Assembly a recommendation to adopt Resolution 2025-26, authorizing the acquisition of a perpetual easement located in Kachemak Selo, Alaska for school purposes.

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

MOTION PASSED BY UNANIMOUS VOTE:

Yes - 9	Brantley, England, Epperheimer, Fikes, Gillham, Morgan, Slaughter, Whitney, Venuti
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**ITEM #5 – ORDINANCE 2025-19-06
AUTHORIZING THE ACQUISITION & APPROPRIATING FUNDS FOR THE PURCHASE
OF FOUR PROPERTIES LOCATED IN HOMER, ALASKA ON BEHALF OF
SOUTH PENINSULA HOSPITAL SERVICE AREA**

Staff report given 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 Slaughter moved, seconded by Commissioner Gillham to forward to the Assembly a recommendation to adopt Ordinance 2025-19-06, authorizing the acquisition and appropriating funds for the purchase of four properties located in Homer, Alaska on behalf of South Peninsula Hospital Service Area

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

MOTION PASSED BY UNANIMOUS VOTE:

Yes - 9	Brantley, England, Epperheimer, Fikes, Gillham, Morgan, Slaughter, Whitney, Venuti
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**ITEM #6 – PUBLIC ACCESS EASEMENT RECOMMENDATION
RESOLUTION 2025-XX**

KPB File No.	2023-028
Planning Commission Meeting:	August 11, 2025
Applicant / Owner:	Dal Graham; Charles Graham; Gabriel Graham; Linda Graham; Donna Graham; John Graham; & the Estate of Robert Graham; Chris; Michael & Mary Rainwater Family Trust
Surveyor:	Katie Kirsis, Seabright Surveys & Design
General Location:	Swift Creek Lane, East End Road, Fox River

Parent Parcel No.: Graham Property	185-210-06
Legal Description:	T 4S R 11W SEC 26 & 35 SEWARD MERIDIAN HM 0003610 US SURVEY 3610
Parent Parcel No.: Rainwater Property	185-210-03
Legal Description:	T 4S R 11W SEC 25 & 26 SEWARD MERIDIAN HM 0003354 US SURVEY 3354 LOT 2

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 Slaughter moved, seconded by Commissioner Fikes to forward to the Assembly a recommendation to adopt Resolution 202-XX, authorizing the KPB to accept a public access easement to provide access to the proposed Graham Ranch Subdivision.

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

MOTION PASSED BY UNANIMOUS VOTE:

Yes - 9	Brantley, England, Epperheimer, Fikes, Gillham, Morgan, Slaughter, Whitney, Venuti
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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 Gillham moved to adjourn the meeting at 8:43 P.M.

Ann E. Shirnberg
Administrative Assistant