



# Kenai Peninsula Borough

144 North Binkley Street  
Soldotna, AK 99669

## Meeting Agenda Planning Commission

*Jeremy Brantley, Chair – Ridgeway/Funny River/Sterling District*  
*Pamela Gillham – Kalifornsky/Kasilof District*  
*Virginia Morgan, Parliamentarian – Cooper Landing/Hope/East Peninsula District*  
*Dawson Slaughter – South Peninsula District*  
*Jeffery Epperheimer - Nikiski District*  
*Diane Fikes – City of Kenai*  
*Franco Venuti – City of Homer*  
*Charlene Tautfest – City of Soldotna*  
*VACANT – City of Seward*

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Monday, September 25, 2023

7:30 PM

Betty J. Glick Assembly Chambers

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**Zoom Meeting ID: 907 714 2200**

The hearing procedure for the Planning Commission public hearings are as follows:

- 1) Staff will present a report on the item.
- 2) The Chair will ask for petitioner's presentation given by Petitioner(s) / Applicant (s) or their representative – 10 minutes
- 3) Public testimony on the issue. – 5 minutes per person
- 4) After testimony is completed, the Planning Commission may follow with questions. A person may only testify once on an issue unless questioned by the Planning Commission.
- 5) Staff may respond to any testimony given and the Commission may ask staff questions.
- 6) Rebuttal by the Petitioner(s) / Applicant(s) to rebut evidence or provide clarification but should not present new testimony or evidence.
- 7) The Chair closes the hearing and no further public comment will be heard.
- 8) The Chair entertains a motion and the Commission deliberates and makes a decision.

All those wishing to testify must wait for recognition by the Chair. Each person that testifies must write his or her name and mailing address on the sign-in sheet located by the microphone provided for public comment. They must begin by stating their name and address for the record at the microphone. All questions will be directed to the Chair. Testimony must be kept to the subject at hand and shall not deal with personalities. Decorum must be maintained at all times and all testifiers shall be treated with respect.

**A. CALL TO ORDER****B. ROLL CALL****C. APPROVAL OF CONSENT AND REGULAR AGENDA**

*All items marked with an asterisk (\*) are consent agenda items. Consent agenda items are considered routine and non-controversial by the Planning Commission and will be approved by one motion. There will be no separate discussion of consent agenda items unless a Planning Commissioner so requests in which case the item will be removed from the consent agenda and considered in its normal sequence on the regular agenda.*

*If you wish to comment on a consent agenda item or a regular agenda item other than a public hearing, please advise the recording secretary before the meeting begins, and she will inform the Chairman of your wish to comment.*

**1. Time Extension Request****2. Planning Commission Resolutions**

[KPB-5506](#) PC Resolution 2023-19  
Building Setback Encroachment Permit; KPB File 2023-063

Attachments: [C2. PC Resolution 2023-19](#)

**3. Plats Granted Administrative Approval**

[KPB-5507](#) a. Hank and Mattie Bartos Subdivision; KPB File 2022-180  
b. Kenai Meadows Addition No. 1; KPB File 2022-035  
c. Soldotna Junction Sub Creek Side Estates 2023 Addn  
KPB File 2023-027

Attachments: [C3. Admin Approvals](#)

**4. Plats Granted Final Approval (KPB 20.10.040)**

[KPB-5508](#) a. Binkley Subdivision Back Replat; KPB File 2023-074

Attachments: [C4. Final Approvals](#)

**5. Plat Amendment Request****6. Commissioner Excused Absences**

City of Seward, Vacant

**7. Minutes**

[KPB-5509](#)

September 11, 2023 PC Meeting Minutes

Attachments:[C7. 091123 PC Meeting Minutes Packet](#)**D. OLD BUSINESS****E. NEW BUSINESS**

1. [KPB-5510](#) Building Setback Encroachment Permit; KPB File 2023-094  
Petitioner/Landowner: Parker, Downs  
Request: 4.7' portion of a hangar & well to remain in the 20' building setback  
Location: Block 1, Lot 1 Lakewood Estates Amended Subdivision; Plat KN 2004-88  
Sterling Area  
  
Attachments: [PC RES 2023-29 Executed](#)  
[E1. BSEP Lakewood Estates Amend Sub Packet](#)
2. [KPB-5511](#) Building Setback Encroachment Permit; KPB File 2023-097  
Petitioner/Landowner: Frison  
Request: 40' garage to be constructed in the 20' building setback  
Location: Block 1, Lot 1, Ashton Park Subdivision; Plat KN 1997-074  
Kalifornsky Area  
  
Attachments: [E2. BSEP Ashton Park Sub Packet](#)  
[E2. Desk Packet](#)
3. [KPB-5512](#) Conditional Use Permit; PC Resolution 2023-28  
Petitioner: Wilson  
Request: To construct a cabin in the 50' HPD of the Kenai River  
Location: 45646 Spruce Avenue West / PIN: 05749306  
Soldotna Area  
  
Attachments: [PC RES 2023-28 Executed](#)  
[E3. CUP Wilson Packet.pdf](#)  
[E3. Desk Packet](#)
4. [KPB-5513](#) Ordinance 2023-23: Amending KPB 20.30.280 and KPB 21.06 regarding floodplain management to adopt required changes to remain compliant with the National Flood Insurance program.  
  
Attachments: [E4. ORD 2023-23 Packet](#)  
[E4. Desk Packet](#)

**F. PLAT COMMITTEE REPORT****G. OTHER**

1. [KPB-5522](#) Remand Hearing  
Building Setback Encroachment; KPB File 2022-121  
Lot 10, Lake Estates Subdivision, Plat KN 1648  
Applicants: David & Nancy Whitmore  
General Location: GL Hollier Street  
Ridgeway Area

Attachments: [G1. Remand Hearing Desk Packet](#)

**H. PUBLIC COMMENT/PRESENTATION**

*(Items other than those appearing on the agenda or scheduled for public hearing. Limited to five minutes per speaker unless previous arrangements are made)*

**I. DIRECTOR'S COMMENTS****J. COMMISSIONER COMMENTS****K. ADJOURNMENT**

**MISCELLANEOUS INFORMATIONAL ITEMS  
NO ACTION REQUIRED**

**NEXT REGULARLY SCHEDULED PLANNING COMMISSION MEETING**

The next regularly scheduled Planning Commission meeting will be held Monday, October 9, 2023 in the Betty J. Glick Assembly Chambers of the Kenai Peninsula Borough George A. Navarre Administration Building, 144 North Binkley Street, Soldotna, Alaska at 7:30 p.m.

**CONTACT INFORMATION  
KENAI PENINSULA BOROUGH PLANNING DEPARTMENT**

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website: <http://www.kpb.us/planning-dept/planning-home>

A party of record may file an appeal of a decision of the Planning Commission in accordance with the requirements of the Kenai Peninsula Borough Code of Ordinances. An appeal must be filed with the Borough Clerk within 15 days of the notice of decision, using the proper forms, and be accompanied by the filing and records preparation fees. Vacations of right-of-ways, public areas, or public easements outside city limits cannot be made without the consent of the borough assembly.

Vacations within city limits cannot be made without the consent of the city council. The assembly or city council shall have 30 calendar days from the date of approval in which to veto the planning commission decision. If no veto is received within the specified period, it shall be considered that consent was given.

A denial of a vacation is a final act for which the Kenai Peninsula Borough shall give no further consideration. Upon denial, no reapplication or petition concerning the same vacation may be filed within one calendar year of the date of the final denial action except in the case where new evidence or circumstances exist that were not available or present when the original petition was filed.