

# Kenai Peninsula Borough

## Planning Department

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### MEMORANDUM

**TO:** Blair Martin, Planning Commission Chair  
Kenai Peninsula Borough Planning Commissioners

**THRU:** Melanie Aeschliman, Planning Director

**FROM:** Bryan Taylor, Planner

**DATE:** May 26, 2021

**RE:** Resolution 2021-17 Recommending that Chapter 21.02, Advisory Planning Commissions, and 21.11, Public Hearings, of the Kenai Peninsula Borough Code Be Amended

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This past fall, several chairs of the Advisory Planning Commissions brought to my attention difficulties they were having with scheduling items for review within the legislative timeframes of the assembly and planning commission. This prompted a review of procedures, including those prescribed by KPB code, to see where changes could be made. The noticing procedure for advisory commissions was identified as an area where greater flexibility could be provided to APCs through a code change.

The amendments within Resolution 2021-17 were drafted in consultation with the APCs during regular meetings and would recommend removing the requirement that APCs provide public notice of specific agenda items and allow noticing anytime within the business week prior to a meeting. The KPB clerk's office and legal department were consulted regarding the changes and, because APCs are only advisory bodies, the changes were seen as acceptable. Staff will continue to assist the APCs in providing notice of the date, time, and location of their meetings as required by Alaska's Open Meetings Act (AS 44.62.310-312).

In addition to the changes in public noticing, several other clarifying changes are being recommended by APCs and staff. The APCs will be given additional opportunity to comment on the proposed changes within the resolution at their June meeting.