

C. Consent Agenda

***7 – June 14, 2021 PC Meeting Minutes**

Kenai Peninsula Borough Planning Commission

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

**JUNE 14, 2021
7:30 P.M.
UNAPPROVED MINUTES**

CALL TO ORDER

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

ROLL CALL

Commissioners Present

Syverine Bentz, Anchor Point/ Ninilchik
Paulette Bokenko-Carluccio, City of Seldovia
Jeremy Brantley, Sterling
Davin Chesser, Northwest Borough
Cindy Ecklund, City of Seward
Diane Fikes, City of Kenai
Pamela Gillham, Ridgeway
Blair Martin, Kalifornsky Beach
Virginia Morgan, East Peninsula
Robert Ruffner, Kasilof/Clam Gulch
Franco Venuti, City of Homer

With 11 members of an 11-member commission in attendance, a quorum was present.

Staff Present

Melanie Aeschliman, Planning Director
Marcus Mueller, Land Management Officer
Ann Shirnberg, Administrative Assistant
Julie Hindman, Platting Specialist
Avery Harrison, Administrative Assistant

AGENDA ITEM B. ROLL CALL

AGENDA ITEM C. CONSENT AGENDA

- *3. Plat Granted Administrative Approval
 - a. Blossom Subdivision #2; KPB File 2019-115
 - b. Camelot by the Sea 2019 Replat; KPB File 2020-032
 - c. Forestline Subdivision Addition No. 2; KPB file 2021-08
 - d. Illiamna View Subdivision 2021 Replat; KPB File 2021-009
 - e. Sterling Meadows 2020; KPB File 2020-145
 - f. Tatum Subdivision; KPB File 2021-028
 - g. Townsite of Kenai 2021 Kenaitze Replat; KPB File 2021-031
- *4 Plat Granted Final Approval
 - a. Tulchina Pointe Estates 2021 Replat; KPB File 2021-043
 - b. Willow Brook Subdivision 2021 Replat; KPB File 2021-048
- *7 Minutes
 - a. May 24, 2021 Planning Commission Meeting Minutes
 - b. May 24, 2021 Appeal of Director's Decision Minutes

Chair Martin asked if anyone present wanted to speak to or had concerns about any of the items on the consent or regular agendas. Hearing no one wishing to comment, Chair Martin returned the discussion to the Commission.

MOTION: Commissioner Ecklund moved, seconded by Commissioner Brantley to approve the consent agenda and the regular agenda.

Seeing and hearing no objection or further discussion, the motion was carried by the following vote:

MOTION PASSED BY UNANIMOUS VOTE:

Yes	11	No	0	Absent	0
Yes	Bentz, Brantley, Carluccio, Chesser, Ecklund, Fikes, Gillham, Martin, Morgan, Ruffner, Venuti				
No					

AGENDA ITEM E. NEW BUSINESS

Chair Martin asked Ms. Hindman to read the procedure for public testimony.

AGENDA ITEM E. NEW BUSINESS

1. Resolution 2021-045: A resolution authorizing the Kenai Peninsula Borough, on behalf of the South Kenai Peninsula Hospital Service Area, to enter into a lease agreement with first right of refusal and option to purchase, for office space at 4117 Bartlett Street in Homer.

Staff report given by Marcus Mueller

The Kenai Peninsula Borough leases the Women’s Clinic building located at 4117 Bartlett Street, Homer, on behalf of the South Kenai Peninsula Hospital Service Area (SKPHSA), and subleases that space to South Peninsula Hospital, Inc. (SPH, Inc.) under the terms of the Operating Agreement.

The lease, as amended, provides space for South Peninsula Hospital’s Obstetrician/Midwifery service and expires on June 30, 2021. SPH, Inc. has requested a new lease for a five-year term.

At its regularly scheduled meeting held on May 26, 2021, the SPH, Inc. board recommended that the assembly approve this resolution.

The SKPHSA board will consider this resolution at its June 8, 2021 meeting. The recommendations of the board will be provided to the assembly prior to its consideration of this resolution.

END OF STAFF REPORT

Chair Martin opened the meeting for public comment. Hearing no one wishing to comment, public comment was closed and discussion was opened among the commission.

MOTION: Commissioner Venuti moved, seconded by Commissioner Ecklund to forward to the Assembly a recommendation to approve Resolution 2021-045: authorizing the Kenai Peninsula Borough, on behalf of the South Kenai Peninsula Hospital Service Area, to enter into a lease agreement with first right of refusal and option to purchase, for office space at 4117 Bartlett Street in Homer.

Commissioner Ecklund asked staff if the current lease rate was an increase from the prior rate. Mr. Mueller replied that he did not have that information on hand but he believed that if it were an increase it would be insignificant.

Seeing and hearing no objection or further discussion, the motion was carried by the following vote:

MOTION PASSED BY UNANIMOUS VOTE:

Yes	9	No	0	Absent	0
Yes	Bentz, Brantley, Carluccio, Chesser, Ecklund, Fikes, Gillham, Martin, Morgan, Ruffner, Venuti				
No					

AGENDA ITEM E. NEW BUSINESS

- Resolution 2021-044: A resolution authorizing the Kenai Peninsula Borough, on behalf of the South Kenai Peninsula Hospital Service Area, to enter into an office space lease agreement for office space at 203 W. Pioneer Avenue in Homer.

Staff report given by Marcus Mueller.

The Kenai Peninsula Borough leases the Peninsula Surgical Clinic building located at 203 W. Pioneer Avenue, Homer, on behalf of the South Kenai Peninsula Hospital Service Area (SKPHSA), and subleases that space to South Peninsula Hospital, Inc. (SPH, Inc.) under the terms of the Operating Agreement.

The lease, as amended, provides space for South Peninsula Hospital's Home Health Care and Community Education departments and expires on June 30, 2021. SPH, Inc. has requested a new lease for a two-year term.

SPH, Inc.'s operating board, at its regularly scheduled meeting held on May 26, 2021, adopted SPH Resolution 2021-06, approving such a lease.

This resolution is scheduled to come before the SKPHSA board on June 8, 2021. The recommendations of the SKPHSA board will be provided to the assembly prior to its consideration of this resolution.

END OF STAFF REPORT

Chair Martin opened the meeting for public comment. Hearing no one wishing to comment, public comment was closed and discussion was opened among the commission.

MOTION: Commissioner Brantley moved, seconded by Commissioner Venuti to forward to forward to the Assembly a recommendation to approve Resolution 2021-044: authorizing the Kenai Peninsula Borough, on Behalf of the South Kenai Peninsula Hospital Service Area, to enter into an office space lease agreement for office space at 203 W. Pioneer Avenue in Homer.

Seeing and hearing no objection or further discussion, the motion was carried by the following vote:

MOTION PASSED BY UNANIMOUS VOTE:

Yes	9	No	0	Absent	0
Yes	Bentz, Brantley, Carluccio, Chesser, Ecklund, Fikes, Gillham, Martin, Morgan, Ruffner, Venuti				
No					

AGENDA ITEM E. NEW BUSINESS

- Resolution 2021-046: A resolution classifying 420 acres of Borough land located within Section 1, T5S, R14W, Seward Meridian, Alaska as Rural & Agriculture.

Staff report given by Marcus Mueller.

Proposed Classification of 420 acres of Borough Land Located in the Anchor Point Area, Pursuant to KPB Code of Ordinances, Chapter 17.10.080(G).

Petitioner: Ronald and Charlotte Broste.

Basis for Classification: To establish the most appropriate use and management intent of borough land. This parcel is not classified.

Proposed Classifications:Rural

Rural means lands, which are located in a remote area. This classification will have no restrictions.

Agriculture

Agriculture means activities that result in products for human or animal use. Agriculture activities may include raising crops, animals, or grazing animals. Agriculture does not include human habitation.

Location of Borough Land Proposed for Classification: As shown on the attached map, the land proposed for classification is located in the Anchor Point area on Epperson Knob, Section 01, Township 05 South, Range 14 West, Seward Meridian, Homer Recording District, Third Judicial District, State of Alaska, containing 420 acres more or less (APN: 17104022).

Public Notice: Public notice was published in the Peninsula Clarion Newspaper on May 16 & 26, 2021 and in the Homer News on May 20 & 27, 2021. Public notice is sent to all landowners and/or leaseholders within a one-half mile radius of the land proposed to be reclassified, applicable agencies, and interested parties. The notice consists of a cover letter, map and list of land classification definitions. Written public comments were requested to be returned by 5:00 p.m. on June 2, 2021 to be included in the Planning Commission mail-out packets.

Anchor Point Advisory Planning Commission (APAPC) Review: The APAPC is scheduled to hold a public meeting on June 10, 2021. The APC's recommendation will be forwarded to the Planning Commission.

Department / Agency Review: The following agencies provided written comments:

- KPBSD; No Comment
- River Center; No Objection. Any development within 50 feet of ordinary high water of the regulated anadromous stream along the southeastern property line is subject to KPB Chapter 21.18.
- Maintenance/Roads; No Objection

Findings of Fact:

1. Property Status: The borough received title by State patent. The patent is subject to the petitioners lease issued by the State of Alaska in 1974 as ADL 63239 for a 55-year term. The parcel is subject to a Community Trail Management Agreement with Snomads, Inc. Hidden Hills Trail is shown as traversing through the property, however, the trail, its location and status is unverified and not currently maintained by Snomads.
2. Topography: Subject parcel is located on east side Epperson Knob and contains many areas of escarpment. The parcel is relatively steep with discharge and riverine ecosystems which feed into *Unknown (13) river, Anchor River, and North Fork Anchor River, each being cataloged as anadromous waterbodies. There are a few areas of relatively flat, rolling terrain.

Source Data: Homer Soil & Water Conservation District

Land cover on the parcel is primarily white or black spruce, with areas of dwarf, low, and tall shrub.

Source Data: UAA, Alaska Land Cover and Wetlands

3. Soil:

3.3% Chuniina mucky silt loam. 8% to 25% slopes, poorly drained with a depth to water table at 28 inches or less, very limited for a dwelling with a basement and for a commercial building site, somewhat limited for a dwelling without a basement.

4% Cohoe silt loam. 4% to 8% slopes, well drained with a depth to water table at more than 80 inches, not limited for a dwelling with or without a basement, somewhat limited for a commercial building site.

1% Doroshin mucky peat. 4% to 8% slopes, very poorly drained with a depth to water table at more than 80 inches, very limited for a dwelling with or without a basement and for a commercial building site.

2.3% Iliamna silt loam. 4% to 15% slopes, well drained with a depth to water table at more than 80 inches, somewhat limited for a dwelling with or without a basement and very limited for a commercial building site.

1.5% Kachemak silt loam. 8% to 15% slopes, well drained with a depth to water table at more than 80 inches, somewhat limited for a dwelling with or without a basement and very limited for a commercial building site.

0.9% Kachemak silt loam. 15% to 25% slopes, well drained with a depth to water table at more than 80 inches, very limited for a dwelling with or without a basement and a commercial building site.

1.5% Killey and Moose River soils. 0% - 2% slopes, poorly drained with a depth to water table between 12 and 24 inches, and very limited for dwellings with or without a basement and a commercial building site.

10.7% Mutnanla silt loam. 15% to 25% slopes, well drained with a depth to water table at more than 80 inches, very limited for dwellings with or without a basement and a commercial building site.

0.9% Nikolai peat. 0% to 4% slopes, poorly drained with a depth to water table about 0 to 18 inches, very limited for dwellings with or without a basement and a commercial building site.

3.5% Puntilla silt loam. 4% to 15% slopes, well drained with a depth to water table at more than 80 inches, somewhat limited for a dwelling with or without a basement and very limited for a commercial building site.

2.7% Redoubt silt loam. 4% to 15% slopes, well drained with a depth to water table at more than 80 inches, somewhat limited for dwellings with or without a basement and very limited for a commercial building site.

42.6% Redoubt silt loam. 15% to 45% slopes, well drained with a depth to water table at more than 80 inches, very limited for dwellings with or without a basement and a commercial building site.

12.4% Spenard peat. 4% to 8% slopes, very poorly drained with a depth to water table about 8 to 24 inches, very limited for dwellings with or without a basement and a commercial building site.

8.8% Spenard peat. 8% to 15% slopes, very poorly drained with a depth to water table about 8 to 24 inches, very limited for dwellings with or without a basement and a commercial building site.

2.7% Truuli muck. 0% to 4% slopes, poorly drained with a depth to water table about 8 to 18 inches, very limited for dwellings with or without a basement and a commercial building site.

1.2% Tuxedni silt loam. 0% to 8% slopes, somewhat poorly drained with a depth to water table about 14 to 30 inches, very limited for a dwelling with a basement, somewhat limited for a dwelling without a basement and a commercial building site.

Source Data: USDA Natural Resource Conservation Service Web Soil Survey

4. Surrounding Land Use. Subject land is a large acre parcel containing 1,115.64 acres. The parcel is situated between the North Fork Anchor River and the Anchor River and is surrounded by recreational land uses. Some residential uses exist to the west, while land to the east is primarily undeveloped, large acre parcels.
5. Surrounding Land Ownership. The borough owns five other parcels, which abut the subject parcel or

are within close proximity. Nine privately owned parcels abut the north, west, and south of the parcel. The remaining surrounding ownership is State of Alaska and Cook Inlet Region, Inc.

6. Access. Access to the parcel is provided by Knob Hill Road, an existing gravel road located at approximately MP 10 of North Fork Road. The borough provides maintenance on the first 2,350 feet of Knob Hill Road, which ends approximately 2,900 feet from the subject parcel.

A 50' wide section line easement exists on each side of the section lines common to Section 1, T05S, R14W and Section 31, T04S, R13W, Section 1, T05S, R14W and Section 6, T05S, R13W, and Sections 1 & 12, T05S, R14W. A 33' wide section line easement exists on each side of the section line common to Sections 1 & 2, T05S, R14W, Seward Meridian.

Knob Hill Road is a prior existing road, which has been dedicated in part. A 100'-wide grant of right of way easement was issued in 1974 to the Alaska Department of Highways along the existing road for ingress and egress to a gravel pit known as Material Source 21-1-04-1, recorded in Book 88 Page 980, Homer Recording District.

When the subject parcel is subdivided, rights-of-way will be dedicated, including Knob Hill Road and a matching dedication at Biblegum Street.

7. Utilities. Electric and telephone utilities are available. No other utilities are available at this time.

Analysis:

Access to the parcel is from Knob Hill Road and utilities are within close proximity. Over the last 42 years, the parcel has been developed to support grazing operations, and is currently operated as *Circle B Ranch*. Since 2011, the petitioners have maintained a non-commercial land use permit for structures used to support farming and agriculture but were not allowed under the grazing lease. An approved Grazing Lease Conservation Plan for the leasehold was developed in conjunction with the Homer Natural Resource Conservation Service. The draft South Peninsula Plan recommends a rural classification for this parcel. There is no comprehensive land use plan for borough lands in the Anchor Point area.

The intent of this classification is to reflect the uses currently conducted within the leasehold and the recommendation of the draft South Peninsula Plan. Land Management has identified this parcel as being capable of supporting agriculture and is proposing to classify 380-acres as agriculture. In consideration of a negotiated sale of 40-acres, Petitioners are willing to release the south 695 acres from the lease. Classification of this area is not proposed.

An agriculture classification meets the objectives of Goal 1, Focus Area: Agriculture and Mariculture, Objective A, Strategies 1 & 2, as well as Objective B, Strategy 1 and Goal 2, Focus Area: Land Use, Objective C, Strategies 1 & 2 of the Kenai Peninsula Borough Comprehensive Plan.

Conclusion:

RURAL CLASSIFICATION: (40-acres)

The proposed rural classification is compatible with the surrounding land use. A Rural classification is consistent with the recommendation of the draft South Peninsula Plan and is appropriate for the current onsite activities.

AGRICULTURE CLASSIFICATION: (380-acres)

The proposed Agriculture classification is compatible with the surrounding land use in that the parcels abutting the subject land are large acreage parcels of undeveloped land. An Agriculture classification is appropriate and is supported by the Kenai Peninsula Borough Comprehensive Plan.

STAFF RECOMMENDATION: Based on the findings of fact, analysis, and conclusion, KPB staff recommends that the KPB Planning Commission recommend adoption of the resolution classifying subject 40-acres as Rural and 380-acres as Agriculture, as shown on Attachment 'A' of the Resolution.

Mr. Mueller informed the commission that there was one comment from the public Michael Mungoven who

is a property owner in the area and is very familiar with the land and soils in the area. Mr. Mungoven was a local soils scientist and he recommends against the classification. He would like to see this land classified as recreational.

END OF STAFF REPORT

Chair Martin opened the meeting for public comment. Hearing no one wishing to comment, public comment was closed and discussion was opened among the commission.

MOTION: Commissioner Chesser moved, seconded by Commissioner Venuti to forward to forward to the Assembly a recommendation to approve Resolution 2021-046 classifying 420 acres of Borough land located within Section 1, T5S, R14W, Seward Meridian, Alaska as Rural & Agriculture.

Commissioner Ruffner asked staff what was the intent in classifying the 380 acres as agriculture. Is the intent to have an agriculture lease on this land after the state grazing rights are terminated? Mr. Mueller replied the current lease contract on this land has eight years left on it. He is unable to look eight years into the future and forecast what the exact use of this land will be. The borough has several grazing leases similar to this one that are coming to the end of their terms in the near future and the borough will be faced with the question as to what to do next with these lands. By having this land classified, that would inform the land managers that the long-term intent would be agriculture. Commissioner Ruffner then asked if he knew if the current leaseholders were actively grazing on this land. Mr. Mueller replied the current grazing lease on this land stands at approximately 1300 acres and it is his understanding that the back portion of this land has not been used for grazing. The front portion of this land, that includes the 380 acres, has been used but to what degree and time period he could not say for sure.

Commissioner Bentz asked Mr. Mueller if he could tell her, what percentage of the land being classified would be considered prime farmland or grazable land. Mr. Mueller replied this land unit is really topography dominated. The topography constrains what areas are suitable for various uses. There is an approximately 50-acre unit, which is near the road that has better accessibility and would be easier to develop. This land would be suitable for grazing or hay. The other area is more stranded and more difficult to access because of the topography, which includes spring-fed ravines, creating more wet areas. Commissioner Bentz then asked if only the front portion is better suited for agriculture, why classify the whole 380 acres as agriculture? Since everything south of the road, either is a 50% slope or is in the peat wetland how did you come to the determination that it should be classified agriculture. Mr. Mueller replied the design on the 380 acres was to try to capture those features that have some accessibility with good soils. In looking at the map, there are three areas that have moderate sloping and decent soils.

Commissioner Chesser asked if classifying this land as agriculture would preclude it being used for recreational purposes. Mr. Mueller replied that an agricultural designation by the borough would not preclude recreational uses. Mr. Mueller also noted state grazing leases do not preclude recreational uses of leased land.

Commissioner Ruffner asked Mr. Mueller asked how he came up with the 380-acre determination? Was it an analysis on soils and slope or was it a number brought forth by the current leaseholders? Mr. Mueller replied that it was a joint decision. Over the years, there has been a number of discussions with the current leaseholders, the Broste's, and together they came up with the proposal before you. The line was drawn using an aliquot part line that could be described. He noted that the line could be drawn 1320 north and it would also be on a similar line.

Commissioner Bentz stated she is very familiar with this area and noted this area has a lot of critical habitat support features associated with this land. She is in agreement with the letter submitted by Mr. Mungoven and believes it would be more benefit to the region for this land to have a preservation or conservation designation with recreational activities. That the landscape support systems for fish and wildlife should be kept intact for the future.

Chair Martin then stated he grew up raising cattle, around 40 head, in this area in the 70s and early 80s. As long as you do not over graze, there should not be soil erosion or degradation. He believes that the ATVs and snow machine uses are far more damaging to soils and watershed than cattle.

Seeing and hearing no objection or further discussion, the motion was carried by the following vote:

MOTION PASSED BY MAJORITY VOTE:

Yes	7	No	4	Absent	0
Yes	Carluccio, Chesser, Ecklund, Fikes, Gillham, Martin, Venuti				
No	Bentz, Brantley, Morgan, Ruffner				

AGENDA ITEM E. NEW BUSINESS

- Resolution 2021-048: A resolution approving an updated management agreement for the Sea Otter Community Center on behalf of the Seldovia Recreational Service Area.

Staff report given by Marcus Mueller.

The Seldovia Recreational Service Area (“SRSA”) provides for the furnishing of recreational services in the service area that are based out of, and use, the Sea Otter Community Center, and other facilities as may be authorized by the assembly.

The City of Seldovia and Borough entered an agreement effective July 1, 2016 for the City to operate the Sea Otter Community Center. This included employing a facility coordinator, providing janitorial services, and providing associated services.

That agreement expires on July 1, 2021. This resolution would approve a new agreement, which provides for improved communications between the Borough, the SRSA and the City, better clarifies the billing and reporting by each party, and also further clarifies recreational services that may be provided. Additionally, this authorizes the City, under a separate agreement with the Borough, to use the Sea Otter Community Center for an incident command center if needed in the event of a disaster, and to pay associated costs for that usage.

END OF STAFF REPORT

Chair Martin opened the meeting for public comment. Hearing no one wishing to comment, public comment was closed and discussion was opened among the commission.

MOTION: Commissioner Carluccio moved, seconded by Commissioner Venuti to forward to the Assembly a recommendation to approve Resolution 2021-048: approving an updated management agreement for the Sea Otter Community Center on behalf of the Seldovia Recreational Service Area.

Seeing and hearing no objection or further discussion, the motion was carried by the following vote:

MOTION PASSED BY UNANIMOUS VOTE:

Yes	11	No	0	Absent	0
Yes	Bentz, Brantley, Carluccio, Chesser, Ecklund, Fikes, Gillham, Martin, Morgan, Ruffner, Venuti				
No					

AGENDA ITEM E. NEW BUSINESS

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

Staff report given by Bryan Taylor.

This past fall, several chairs of the Advisory Planning Commissions brought to Mr. Taylor’s 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 PC Resolution 2021-17 were drafted in consultation with the APCs during regular meetings. The changes 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. Mr. Taylor had hoped to give the APCs an additional opportunity to comment on the proposed changes within the resolution at their June meetings. However many of the APCs had cancelled their June meetings and most have decided to not meet over the summer and he would request that this item be postponed until the APCs have had the opportunity to give their feedback on the proposed changes.

END OF STAFF REPORT

Chair Martin opened the meeting for public comment. Hearing no one wishing to comment, public comment was closed and discussion was opened among the commission.

Commissioner Ecklund had some questions regarding this new process. Typically, what occurs with code rewrites is staff would bring forward the ordinance with the recommended changes to code; the commission would review it, give feedback and then vote on whether to forward their recommendation on to the Assembly. This appears to add a new step; this PC resolution appears to be asking the assembly's permission to pursue a change to code. Can you not just draft the ordinance with the recommended changes and bring it back to us for our recommendation to the Assembly? Mr. Taylor stated the commission could draft the resolution, and then staff could take those recommendations and the draft ordinance would go to the assembly. He does not believe the ordinance would need to come back to the commission because the ordinance would have been drafted based on the recommendations in the resolution. Commissioner Ecklund stated it is her understanding that if it is something related to the planning commission, the ordinance has to come the commission for their recommendation to the Assembly. She does not understand the need for the PC resolution when this could be done with an ordinance. Mr. Taylor replied she was correct, what she had described is typical process for an ordinance. For proposed changes to Title 21, which covers zoning, he thought it appropriate for the Planning Commission to have an opportunity do a review of its' own, come up with their own analysis and then make a recommendation. This resolution gives the commission an opportunity for review before somethings goes before the Assembly.

Commissioner Venuti stated he is not quite sure how the APCs work. Do they build their own meeting agendas or are they supplied to them? Does the planning department provide staff reports for them? Mr. Taylor replied the APCs do build their own agendas and then send them to the borough and we help them do the noticing. The borough also sends them information for their consideration but it is what goes on the agendas are at the discretion of the APC. As for providing staff reports, Mr. Taylor stated he does try to attend as many of the APC meetings as he can and to make himself available for their questions. If the APCs have questions, regarding a specific issue or project, he encourages them to let him know ahead of time and he will try to make sure that the appropriate staff is available to answer their questions.

Commissioner Brantley asked Mr. Taylor for clarification, is he asking the commission to hold off on taking action on this resolution until September, allowing him to take it back to the APCs for review and additional input? Mr. Taylor replied that he was correct. The APCs have not had the opportunity to review the draft of the propose code changes listed in this resolution.

Commissioner Ruffner stated that he likes the idea of giving the APCs flexibility with the content of their

agendas. He noted it is nice to know, especially if an issue is controversial, to have it noted in the staff report whether or not the APCs had the opportunity to comment. He knows that timeframes can sometimes make this difficult. This change to code could help with that.

MOTION: Commissioner Ruffner moved, seconded by commissioner Carluccio to postpone action on PC Resolution 2021-17 until brought back by staff.

Seeing and hearing no objection or further discussion, the motion was carried by the following vote:

MOTION PASSED BY UNANIMOUS VOTE:

Yes	11	No	0	Absent	0
Yes	Bentz, Brantley, Carluccio, Chesser, Ecklund, Fikes, Gillham, Martin, Morgan, Ruffner, Venuti				
No					

AGENDA ITEM E. NEW BUSINESS

- 6. USFWA Environmental Assessment – Comment period for Jim’s Landing Access Improvement Project Draft Environmental Assessment.

Staff report given by Bryan Taylor.

The U.S. Fish and Wildlife Service (USFWS) is seeking public comments on the *Draft Environmental Assessment for the Jims’ Landing Access Improvements Project*, located on the east end of Skilak Lake Road at Sterling Highway MP 58. The comment period for the draft was opened from May 5 to June 19, 2021.

The Cooper Landing Advisory Planning Commission received notice soliciting their comments for this draft environmental assessment. Because it is an advisory body, any comments from the APC will need to come before the Planning Commission prior to being submitted to the USFWS.

At its June 9, 2021, meeting, the Cooper Landing APC unanimously voted to request that the Planning Commission forward the recommendation below to the USFWS with regard to the proposed Jims’ Landing Access Improvements.

- The Cooper Landing APC recommends that Alternative C be selected along with Overflow Parking Option 1.

END OF STAFF REPORT

Chair Martin opened the meeting for public comment. Hearing no one wishing to comment, public comment was closed and discussion was opened among the commission.

MOTION: Commissioner Morgan moved, seconded by Commissioner Ecklund to forward Cooper Landing APC s comments on the draft Environmental Assessment for the Jims’ Landing Access improvements Project to the US Fish & Wildlife Services.

Seeing and hearing no objection or further discussion, the motion was carried by the following vote:

MOTION PASSED BY UNANIMOUS VOTE:

Yes	11	No	0	Absent	0
Yes	Bentz, Brantley, Carluccio, Chesser, Ecklund, Fikes, Gillham, Martin, Morgan, Ruffner, Venuti				
No					

AGENDA ITEM F. PLAT COMMITTEE REPORT

Commissioner Carluccio informed the commission that the plat committee heard and approved 14 plats.

AGENDA ITEM L. COMMISSIONER COMMENTS

Commissioner Ruffner informed the commission that he would not be available to attend the June 28, 2021 Planning Commissioner meeting.

AGENDA ITEM M. ADJOURNMENT – Commissioner Ecklund moved to adjourn the meeting at 8:22 p.m.

Ann E. Shirnberg
Administrative Assistant

UNAPPROVED