

**JANUARY 11, 2022
HARBOR COMMISSION
SPECIAL MEETING
ADDITIONAL MATERIAL**

REQUESTED ADDITIONS TO THE PACKET:

<u>ACTION</u>	<u>ITEM</u>	<u>REQUESTED BY</u>
Add to Item 3.a	Discussion/Recommendation – Resolution HC21-01 <ul style="list-style-type: none">• LMP Requested Information• Amendment Memo	City Manager



KENAI

City of Kenai | 210 Fidalgo Ave, Kenai, AK 99611-7794 | 907.283.7535 | www.kenai.city

MEMORANDUM

TO: Mayor Gabriel, Council Members and City Commissions
FROM: Paul Ostrander, City Manager
DATE: January 4, 2022
SUBJECT: **City of Kenai Land Management Plan Requested Information**

This memo provides additional information requested by the Planning and Zoning Commission at its December 22, 2021 Regular Meeting to clarify the intent of the City of Kenai Land Management Plan and the best way for Commissioners to make amendments, as well as provide an example of a motion to amend and sample Implementation Plan that Commissions may use as they review and consider recommending adoption of the Land Management Plan.

Intent of the Land Management Plan

The intent of the Land Management Plan is to catalog the inventory of City-owned lands, including identification of properties needed for a public purpose, and recommendations for lease or sale of individual parcels not needed for a public purpose. The Plan does *not* provide land policies or procedures or include an implementation plan. The City's land policies for lease and sale of City-owned land are provided in the Kenai Municipal Code, and the decision whether or not to lease or sell land rests in the sole discretion of the City Council. Any sale or lease of City-owned land would require further Council action. An implementation plan is a separate document outlining action items based on the adopted Land Management Plan. An implementation plan would require Council approval.

Motions to Amend

All commissioner-suggested amendments received in writing or requested during a scheduled meeting or work session will be compiled by the Planning Director and placed in the proper format for consideration at the meeting in which the commission resolution to adopt the Plan will be considered.

If an amendment has not been received in writing, or has not been requested during previous meetings or work sessions, motions to amend the draft Plan may also be made by commissioners at the meeting in which the commission resolution to adopt the Plan will be considered.

Amendments related to land ownership changes or clerical errors will not need to be made as motions to amend the Plan. Administration will prepare a memo with these updates and corrections when the Plan is finalized for consideration by City Council.

Example: Motion to Amend

The following is an example of a recommended amendment provided by a Commissioner that may be made as a motion to amend:

Map 8, Page 36, Parcel Numbers 04314103 and 04314104 should not be recommended for disposal. These parcels should be retained for a public purpose of future sports facilities.

The following amendment is respectfully requested:

Amend Section 1 so that it reads:

The draft of the City of Kenai Land Management Plan is hereby recommended for adoption with the following amendment:

1. The retention status of parcel numbers 04314103 and 04314104, which appear on Map 8 Kenai Spur Highway North Corridor be changed from Dispose to Retain.

Example: Role of Implementation Plan in Process

Attached is a table describing the role of the Kenai Municipal Code, Land Management Plan and a sample Implementation Plan in the management of City-owned lands.

Attachment



KENAI MUNICIPAL CODE

A Codification of the General Ordinances of the City of Kenai

Title 21 and Title 22 Govern City Airport Reserve Lands and City-Owned Lands

- Provides land lease and sale policies and practices that encourage responsible growth and development to support a thriving business, residential, recreational and cultural community.
- Provides process for competitive lease application, and both competitive and non-competitive sale of lands as well as rules governing subdivision, appraisal, annual lease rates and terms, public notice, and review by commissions

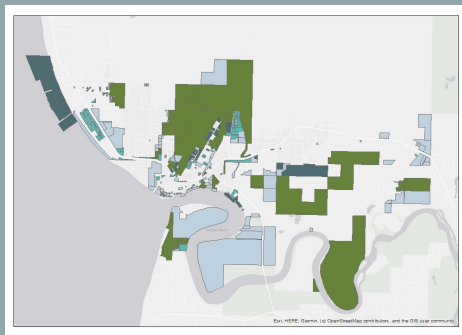


LAND MANAGEMENT PLAN

An inventory of City-owned lands and comprehensive reference document

Land Inventory and Retention Recommendations Adopted by a Resolution of the City Council

- Provides an inventory of City-owned lands with detailed information on each parcel
- Identifies properties recommended required or not needed for a public purpose
- Information available to the public



SAMPLE: IMPLEMENTATION PLAN

An outline of action items approved by Council based on the adopted Land Management Plan

For example:

Date	Actions	Staff Assigned
March 2022	Apply to Borough for removal of restrictive plat notes on City lands	Planning
March 2022	Request removal of patent restrictions from BLM	Planning
July 2023	Request FAA release of parcels not needed for a public purpose	Airport/ Planning

NOTE: the decision whether or not to lease or sell City-owned land rests in the sole discretion of the City Council



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MEMORANDUM

TO: Parks & Recreation Commission and Beautification Committee
FROM: Ryan Foster, Planning Director
DATE: January 11, 2022
SUBJECT: Requested Amendment to Resolution HC21-01 – Recommending the Kenai City Council adopt the City of Kenai Land Management Plan

The Administration is requesting the following amendments to the Harbor Commission Resolution No. 21-01:

Amend the Title to read:

A Resolution of The Harbor Commission of the City of Kenai Recommending the Council of the City of Kenai [APPROVE AND] Adopt the City of Kenai Land Management Plan

Delete the seventh whereas in its entirety:

[WHEREAS, THE HARBOR COMMISSION HELD A PUBLIC HEARING ON NOVEMBER 8, 2021 AND RECOMMENDED THAT THE COUNCIL OF THE CITY OF KENAI APPROVE THE CITY OF KENAI LAND MANAGEMENT PLAN.]

Insert a new seventh whereas to read:

WHEREAS, after reviewing the plan as presented on November 8, 2021, the Harbor Commission has recommended amendments for consideration by City Council.

Section 1 to read:

The Draft of the City of Kenai Land Management Plan is hereby [APPROVED AND ADOPTED AS THE CITY OF KENAI LAND MANAGEMENT PLAN.] recommended for adoption with the following amendments:

Thank you for your consideration.

New Text, [DELETED TEXT]