

**KENAI PLANNING & ZONING COMMISSION
REGULAR MEETING
JANUARY 26, 2022 – 7:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVENUE, KENAI, ALASKA
CHAIR JEFF TWAIT, PRESIDING**

MINUTES

A. CALL TO ORDER

Chair Twait called the meeting to order at 7:00 p.m.

1. Pledge of Allegiance

Chair Twait led those assembled in the Pledge of the Allegiance.

2. Roll Call

Commissioners present: J. Twait, A. Douthit, G. Woodard, A. Douthit, J. Halstead, R. Springer, G. Greenberg, D. Fikes

Commissioners absent:

Staff/Council Liaison present: Planning Director R. Foster, City Manager P. Ostrander, Deputy City Clerk M. Thibodeau, Council Liaison J. Glendening

A quorum was present.

3. Agenda Approval

MOTION:

Commissioner Halstead **MOVED** to approve the agenda and Vice Chair Fikes **SECONDED** the motion. There were no objections; **SO ORDERED.**

4. Election of Chair and Vice-Chair

MOTION:

Commissioner Halstead **MOVED** to re-appoint Chair Twait and Commissioner Woodard **SECONDED** the motion. There were no objections; **SO ORDERED.**

MOTION:

Commissioner Halstead **MOVED** to appoint Vice Chair Douthit and Commissioner Woodard **SECONDED** the motion. There were no objections; **SO ORDERED.**

5. Consent Agenda

MOTION:

Commissioner Halstead **MOVED** to approve the consent agenda and Commissioner Fikes **SECONDED** the motion. There were no objections; **SO ORDERED**.

All items listed with an asterisk () are considered to be routine and non-controversial by the Commission and will be approved by one motion. There will be no separate discussion of these items unless a Commission Member so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda as part of the General Orders.

6. *Excused absences – None

B. APPROVAL OF MINUTES

1. *Regular Meeting of January 12, 2022

Approved by the consent agenda.

C. SCHEDULED PUBLIC COMMENT

1. **Jon Faulkner** - Kenai Home Port Project Update

Jon Faulkner, President of Kenai Landing, provided an update on the progress of Kenai Home Port and what they hope to accomplish in the next year. He demonstrated the new website for the project (kenaihomeport.com,) which highlights why people should make their homes there, the amenities of living in the area, and the planned development areas.

D. UNSCHEDULED PUBLIC COMMENT – None.

E. CONSIDERATION OF PLATS

1. **Resolution PZ2022-02** – Preliminary Subdivision Plat of Kenaitze Government Lots Replat, submitted by Edge Survey and Design, P.O. Box 208, Kasilof, AK 99610, on behalf of Kenaitze Indian Tribe, P.O. Box 988, Kenai, AK 99611

MOTION:

Commissioner Halstead **MOVED** to approve Resolution PZ2022-02 and Commissioner Woodard **SECONDED** the motion.

Planning Director Foster presented his staff report with information provided in packet explaining that the replat will consolidate smaller parcels into one more manageable parcel with a shared General Commercial zoning designation and one property owner.

Approval of the plat was recommended, subject to the following conditions:

1. Further development of the property shall conform to all federal, State of Alaska, and local regulations.

Clarification was provided that the property will be used for a maintenance facility.

VOTE:

YEA: Halstead, Woodard, Douthit, Greenberg, Twait, Springer, Fikes
NAY:

MOTION PASSED UNANIMOUSLY.

2. **Resolution PZ2022-03**– Preliminary Subdivision Plat of Toyon Subdivision 2021 Replat, submitted by Edge Survey and Design, P.O. Box 208, Kasilof, AK 99610, on behalf of Kenaitze Indian Tribe, P.O. Box 988, Kenai, AK 99611

MOTION:

Commissioner Springer **MOVED** to approve Resolution PZ2022-03 and Commissioner Halstead **SECONDED** the motion.

Planning Director Foster presented his staff report with information provided in packet explaining that the replat will combine two parcels and vacate two public street easements, consolidating the property under one owner.

Approval of the plat was recommended, subject to the following conditions:

1. Further development of the property shall conform to all federal, State of Alaska, and local regulations.
2. The Kenai City Council must declare that the two 20' public street easements to be vacated is not needed for a public purpose and approve the vacation of the 20' public street easements as shown on the preliminary plat.

Concern was expressed about the vacation of the public street easements and it was clarified that the vacation was approved by the Fire Marshal and meets the conditions of code, and that there is still emergency access. The public access for RVs was explained, and that snow removal will be the responsibility of the property owner. Clarification was provided on which easements are being vacated, and that future development would still be required to meet code.

VOTE:

YEA: Woodard, Douthit, Greenberg, Twait, Springer, Fikes, Halstead
NAY:

MOTION PASSED UNANIMOUSLY.

F. **PUBLIC HEARINGS** – None.

G. **NEW BUSINESS** – None.

H. **UNFINISHED BUSINESS**

1. **Resolution PZ2021-39** - Recommending the Council of the City of Kenai Approve and Adopt the City of Kenai Land Management Plan. *[Clerk's Note: At the January 12th Meeting, this Resolution was Postponed to this Meeting; a Motion to Enact is On the Floor.]*

Chair Twait opened for public hearing; there being no one wishing to be heard, the public hearing was closed.

Planning Director Foster noted a memo in the packet with amendments suggested during the January 20, 2022 work session, and a memo with final housekeeping amendments to the resolution. He noted parcels on Map 11 which the Commission had considered at the work session, and that the Public Works Director had advised him that these parcels were needed for stormwater drainage and retention and therefore not added to the list of amendments. The commission discussed the parcels' potential as a park or if a zoning change would be appropriate.

MOTION TO AMEND:

Commissioner Fikes **MOVED** to amend Resolution PZ2021-39 by adding the recommendation that the retention status of parcel numbers 04701018 which appears on Map 14 South Spruce Street, be changed from Dispose to Retain, for use as RV, tents and dipnet parking. Commissioner Woodard **SECONDED** the motion.

UNANIMOUS CONSENT was requested.

VOTE ON AMENDMENT: There were no objections; **SO ORDERED.**

MOTION TO AMEND:

Commissioner Fikes **MOVED** to amend Resolution PZ2021-39 by adding the recommendation that the retention status of parcel numbers 04301041 and 04301039 which appears on Map 15 Float Plane Basin Subdivision and Vicinity, be changed from Mixed-Retain/Dispose-Lease Only to Retain, for use as buffer/green space between the neighborhood and the airport. Commissioner Woodard **SECONDED** the motion.

UNANIMOUS CONSENT was requested.

VOTE ON AMENDMENT: There were no objections; **SO ORDERED.**

MOTION TO AMEND:

Commissioner Fikes **MOVED** to amend Resolution PZ2021-39 by adding the recommendation to amend the narrative on page 66 regarding parcel 04301042 by adding the language: Parcel 04301042 should be subdivided to mirror parcel 04301040 to the north. The remainder of parcel 04301042 should be combined with parcel 04301041 which would remain with a retention status of retain. Commissioner Woodard **SECONDED** the motion.

UNANIMOUS CONSENT was requested.

VOTE ON AMENDMENT: There were no objections; **SO ORDERED.**

MOTION TO AMEND:

Commissioner Fikes **MOVED** to amend Resolution PZ2021-39 by adding the recommendation that the retention status of parcel number 04101004, which appears on Map 16 Kenai Municipal Airport, be changed from Retain to Mixed—Retain/Dispose—Lease Only. Commissioner

Woodard **SECONDED** the motion.

UNANIMOUS CONSENT was requested.

VOTE ON AMENDMENT: There were no objections; **SO ORDERED**.

MOTION TO AMEND:

Commissioner Fikes **MOVED** to amend Resolution PZ2021-39 by adding the recommendation that the retention status of parcel 04322023, which appears on Map 23 Cook Inlet Industrial Air Park Subdivision, be changed from Dispose to Dispose—Lease Only. Commissioner Woodard **SECONDED** the motion.

UNANIMOUS CONSENT was requested.

VOTE ON AMENDMENT: There were no objections; **SO ORDERED**.

MOTION TO AMEND:

Commissioner Fikes **MOVED** to amend Resolution PZ2021-39 by adding the recommendation to change the title of the City of Kenai Land Management Plan to the City of Kenai Land Management Inventory and Recommendations. Commissioner Woodard **SECONDED** the motion.

UNANIMOUS CONSENT was requested.

VOTE ON AMENDMENT: There were no objections; **SO ORDERED**.

MOTION TO AMEND:

Commissioner Fikes **MOVED** to amend Resolution PZ2021-39 by adding the recommendation that parcel 04317038 on Map 17 Gusty Subdivision, Kenai Cemetery, be changed from Retain to Mixed -Retain / Dispose-Lease Only and modify narrative on page 74 relative to this parcel to state: subdivide cemetery property from NE portion which would be usable for airport purposes. Commissioner Woodard **SECONDED** the motion.

UNANIMOUS CONSENT was requested.

VOTE ON AMENDMENT: There were no objections; **SO ORDERED**.

MOTION TO AMEND:

Commissioner Fikes **MOVED** to amend Resolution PZ2021-39 by adding the recommendation that parcel 04501003 on Map 31 Kenai Spur Highway Central Corridor, be changed from Dispose to Retain to provide a buffer for surrounding neighborhoods. Commissioner Woodard **SECONDED** the motion.

VOTE:

YEA: Greenberg, Twait, Springer, Fikes, Halstead, Woodard

NAY: Douthit

MOTION PASSED.

MOTION TO AMEND:

Commissioner Fikes **MOVED** to amend Resolution PZ2021-39 with the following changes:

- Amend the Title to read: A Resolution of the Planning & Zoning Commission of the City of Kenai Recommending the Council of the City of Kenai Adopt the City of Kenai Land Management Plan;
- Delete the sixth whereas in its entirety;
- Delete the eighth whereas in its entirety;
- Insert a new final whereas to read: WHEREAS, after reviewing the plan as presented on November 10, 2021, the Planning & Zoning Commission has recommended amendments for consideration by City Council.;
- Amend Section 1 to read: The Draft of the City of Kenai Land Management Plan is hereby recommended for adoption with the following amendments:

Commissioner Woodard **SECONDED** the motion.

UNANIMOUS CONSENT was requested.

VOTE ON AMENDMENT: There were no objections; **SO ORDERED.**

VOTE ON THE MAIN MOTION AS AMENDED:

YEA: Greenberg, Twait, Springer, Fikes, Halstead, Woodard, Douthit

NAY:

MOTION PASSED UNANIMOUSLY.

I. PENDING ITEMS – None.

J. REPORTS

1. **City Administration** – Planning Director Foster reported on the following:
 - Next Planning & Zoning Commission meeting on February 9, 2022 will include an application for a lease in the Airport Reserve.
2. **Borough Planning** – Commissioner Fikes reported on the actions of the January 24, 2022 Kenai Peninsula Borough Planning Meeting.
3. **City Council** – Council Member Winger reported on the actions of the January 29, 2022 City Council Meeting.

K. ADDITIONAL PUBLIC COMMENT

Bob Molloy thanked the commission for their hard work on the Land Management Plan and listening to public comment, and thanked Director Foster for all his support.

L. INFORMATIONAL ITEMS

M. NEXT MEETING ATTENDANCE NOTIFICATION

1. February 9, 2022

Chair Twait noted that he will be attending remotely via Zoom.

N. COMMISSION COMMENTS & QUESTIONS

Vice Chair Douthit expressed appreciation to the commission for his new appointment, and noted that the Chamber of Commerce is recruiting for a new director.

Commissioner Woodard congratulated Chair Twait and Vice Chair Douthit.

Commissioner Springer noted that he will be submitting his resignation, and it had been an honor serving on the Planning & Zoning Commission.


Commissioner Fikes thanked Chair Twait for doing a great job.

Chair Twait noted that Commissioner Springer had served a long time and his service has been appreciated.

O. ADJOURNMENT

There being no further business before the Commission, the meeting was adjourned at 8:12 p.m.

Minutes prepared and submitted by:



Meghan Thibodeau
Deputy City Clerk