

**KENAI PLANNING & ZONING COMMISSION
REGULAR MEETING
FEBRUARY 23, 2022 – 7:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVENUE, KENAI, ALASKA
VICE CHAIR ALEX DOUTHIT, PRESIDING**

MINUTES

A. CALL TO ORDER

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

1. Pledge of Allegiance

Vice Chair Douthit led those assembled in the Pledge of the Allegiance.

2. Roll Call

Commissioners present: A. Douthit, G. Woodard, J. Halstead, V. Askin, D. Fikes

Commissioners absent: J. Twait, G. Greenberg

Staff/Council Liaison present: Planning Director R. Foster, Administrative Assistant K. Rector, City Clerk S. Saner, Council Liaison T. Winger

A quorum was present.

3. Agenda Approval

MOTION:

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

4. Consent Agenda

MOTION:

Commissioner Askin **MOVED** to approve the consent agenda. Commissioner Woodard **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.

5. *Excused absences – J. Twait, G. Greenberg

B. APPROVAL OF MINUTES

- 1. *Regular Meeting of February 9, 2022

Approved by the consent agenda.

C. SCHEDULED PUBLIC COMMENT – None.

D. UNSCHEDULED PUBLIC COMMENT – None.

E. CONSIDERATION OF PLATS

- 1. **Resolution PZ2022-04** - Preliminary Subdivision Plat of Bailey Estates Karpik Rice Replat, submitted by Segesser Surveys, Inc., 30485 Rosland St, Soldotna, AK 99669, on behalf of David C. Karpik and Kathleen J. Rice, 410 Lawton Drive, Kenai, AK 99611

MOTION:

Commissioner Halstead **MOVED** to approve Resolution PZ2022-04. Commissioner Woodard **SECONDED** the motion.

Director Foster provided a summary description of the property noting that the proposed lot line move will provide a larger lot for the parcel located at 410 Lawton Drive; the preliminary plat met the requirements of KMC Subdivision design standards; and conditions would be applied requiring further development of the property shall conform to all federal, State of Alaska and local regulations.

There was discussion related to the benefits to the smaller lot.

VOTE:

- YEA: Fikes, Halstead, Askin, Woodard, Douthit
- NAY: None

MOTION PASSED UNANIMOUSLY.

- 2. **Resolution PZ2022-05** - Preliminary Subdivision Plat of Kenai Meadows Addition No. 1, submitted by Segesser Surveys, Inc., 30485 Rosland St, Soldotna, AK 99669, on behalf of City of Kenai, 210 Fidalgo Avenue, Kenai, AK 99611

MOTION:

Commissioner Halstead **MOVED** to approve Resolution PZ2022-05. Commissioner Fikes **SECONDED** the motion.

Director Foster provided a summary description of the property noting that the proposed plat will create two additional lots intended for development of senior and income restricted housing, per a conditional use donation by the City of Kenai; the preliminary plat met the requirements of KMC Subdivision design standards; and conditions would be applied requiring further development of the property shall conform to all federal, State of Alaska and local regulations.

There was discussion related to who would be responsible for future road development; if the City could at this time designate a name for the future road; and the financial responsibility for future development.

The commission members requested that the administration look into taking the steps necessary to designate the road name as Sixth St.

VOTE:

YEA: Halstead, Askin, Woodard, Douthit, Fikes
NAY: None

MOTION PASSED UNANIMOUSLY.

F. **PUBLIC HEARINGS** – None.

G. **UNFINISHED BUSINESS** – None.

H. **NEW BUSINESS** – None.

I. **PENDING ITEMS** – None.

J. REPORTS

1. **City Council** – Council Member Winger reported on the actions of the February 16, 2022 City Council Meeting.
2. **Borough Planning** – Commissioner Fikes reported on the actions of the February 14, 2022 Kenai Peninsula Borough Planning Commission.
3. **City Administration** – Planning Director Foster introduced the new Planning Administrative Assistant, Katie Rector and reported on the following:
 - Reminded everyone to attend the February 24, 2022 Kenai Waterfront Revitalization Community Vision Session;
 - Upcoming American Planning Association Conferences and Educational opportunities;
 - March 7, 2022 Kenai City Council Land Management Plan Work Session.

K. **ADDITIONAL PUBLIC COMMENT** – None.

L. **INFORMATIONAL ITEMS** – None.

M. NEXT MEETING ATTENDANCE NOTIFICATION

1. March 9, 2022

N. COMMISSION COMMENTS & QUESTIONS

Commissioner Halstead noted that the staff did a great job with the Work Session and thanked them.

Commissioner Askin also thanked staff for the great Work Session.

Commissioner Woodard thanked staff for the Work Session and noted that she would not be available for the March 9, 2022 Planning and Zoning Commission Meeting.

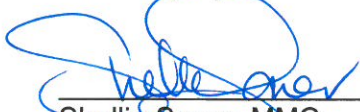
Commissioner Fikes thanked staff for the Work Session and the informative materials.

Vice Chair Douthit thanked staff for the Work Session and materials and noted that he would not be available for the March 9, 2022 Planning and Zoning Commission Meeting.

O. ADJOURNMENT

There being no further business before the Commission, the meeting was adjourned at 7:52 p.m.

Minutes prepared and submitted by:



Shellie Saner, MMC
City Clerk