

**January 24, 2024
PLANNING & ZONING COMMISSION MEETING
ADDITIONAL MATERIAL/REVISIONS**

REQUESTED ADDITIONS TO THE PACKET

<u>ACTION</u>	<u>ITEM</u>	<u>REQUESTED BY</u>
Add Item O.1	Informational Items <ul style="list-style-type: none">• Planning and Zoning Memberships Responses to the Commission, Committee and Council on Aging Survey	Planning Director

**Planning & Zoning Commission Survey Responses
4 of 7 Commissioners Responded**

Question 1: Are you or have you served as a Chair of your Commission or Committee?

Participant 1	-
Participant 2	-
Participant 3	-
Participant 4	-

Question 2: What motivated you to join your commission or committee?

Participant 1	Help the community.
Participant 2	I feel it's important for local residents to have a voice on carrying out the historic preservation goals, to establish and keep consistencies with local business establishments' street front esthetics. I feel representation of citizenship is important.
Participant 3	Was encouraged by former P&Z Commissioner
Participant 4	Community service

Question 3: Do you understand your role, duties and responsibilities as a member of your commission or committee?

Participant 1	Yes
Participant 2	Yes
Participant 3	Yes
Participant 4	Yes

Question 4: Do you feel the duties and responsibilities of your commission or committee should be increased, decreased or better defined?

Participant 1	Better defined: I don't think there is an issue here with planning and zoning the roles and responsibilities are well defined and at an appropriate level now.
Participant 2	Better defined: Since I am have not been to a meeting, I am unfamiliar with the responsibilities.
Participant 3	Better defined: After reviewing KMC 14.05.010, the commission may not be fulfilling all of the objectives stated in Duties and Responsibilities of the code.
Participant 4	Better defined: I'm comfortable the way it is

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Question 5: In a typical month how many hours do you spend working on commission or committee business?

Participant 1	More than five hours.
Participant 2	Less than five hours.
Participant 3	Less than five hours.
Participant 4	Less than five hours.

Question 6: On a scale of 1 - 10, with one being the lowest rating and ten being the highest rating, how would you rate your commission or committee meetings?

Participant 1	8
Participant 2	5
Participant 3	9
Participant 4	8

Question 7: What measures would you recommend be taken to get more public participation with your commission or committee meetings?

Participant 1	Work sessions to help inform projects that require a public process.
Participant 2	If Zoom meetings are not being done, I would recommend hosting them there too.
Participant 3	Schedule a public hearing to review the City of Kenai Comprehensive Plan.
Participant 4	Not sure

Question 8: On a scale of 1 - 10, with one being the lowest rating and ten being the highest rating, how would you rate the effectiveness of your commission or committee?

Participant 1	8
Participant 2	5
Participant 3	9
Participant 4	8

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Question 9: Do you agree with following Kenai Municipal Code attendance requirements for commission or committee members? KMC 1.90.050 (b): If the commission, committee or board member shall be absent, without the body excusing the absence for good cause, from more than one-half of all the meetings of his or her committee, commission or board, regular and special, held within any period of three (3) consecutive calendar months, he or she shall thereupon cease to hold the seat. A commission, committee or board member may not have more than three (3) excused absences during a twelve (12) month calendar year.

Participant 1	Yes
Participant 2	Yes
Participant 3	Yes
Participant 4	Yes

Question 10: What are your expectations of the Director who is staff to your commission or committee?

Participant 1	Present enough information to allow commission members to make an educated decision.
Participant 2	To inform the Commission and Committees to be educated with regard to Kenai Municipal Code and regulations.
Participant 3	Director should consider scheduling work meetings to address: - 14.05.010 (a)(3) Review the City of Kenai Comprehensive Plan by the committee in conjunction with a regularly scheduled public meeting. This could require more than one work session. - conduct a historic preservation review as defined in KMC 14.20.105 (i) and provide input for the annual survey update.
Participant 4	To provide appropriate code and recommendations for options

Question 11: In regards to succession planning and on-boarding new members to your commission or committee, what tools do you believe would streamline the process? MULTIPLE CHOICE

Participant 1	<p>Choice 1: Commission recommended transition plan for commission or committee chairs.</p> <p>Choice 2: Commission recommended strategy for on-boarding new members.</p> <p>Choice 3: Additional training opportunities outside of the biennial training that takes place in January of odd numbered years.</p>
Participant 2	Choice 3: Additional training opportunities outside of the biennial training that takes place in January of odd numbered years.
Participant 3	Choice 2: Commission recommended strategy for on-boarding new members.
Participant 4	Choice 3: Additional training opportunities outside of the biennial training that takes place in January of odd numbered years.

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Question 12: Do you feel allowing members to attend via remote participation benefits your commission or committee?

Participant 1	Yes
Participant 2	Yes
Participant 3	Yes
Participant 4	Yes

Question 13: Do you feel the number of members on your commission or committee should be increased or decreased?

Participant 1	Stay the Same
Participant 2	Stay the Same
Participant 3	Stay the Same
Participant 4	Stay the Same

Question 14: Should members of your commission or committee be required to be residents of the City?

Participant 1	Yes
Participant 2	Yes
Participant 3	Yes
Participant 4	Yes

Question 15: Has the scope of work for your commission or committee changes during your time serving as a member?

Participant 1	There has been no change to the scope of work.
Participant 2	There has been no change to the scope of work.
Participant 3	There has been no change to the scope of work.
Participant 4	The scope of work has improved.

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Question 16: Given your experience, how would you improve the activities of your commission or committee? MULTIPLE CHOICE

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| Participant 1 | Choice 5: <u>Other:</u> I think p&z has specific activities that don't need to change. |
| Participant 2 | Choice 1: More focused mission, goals or objectives.
Choice 2: Broader scope of duties. |
| Participant 3 | Choice 2: Broader scope of duties. |
| Participant 4 | Choice 5: <u>Other:</u> I'm comfortable with the way it is |

Question 17: Do you feel your commission or committee should be eliminated or merged with another commission or committee?

- | | |
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| Participant 1 | No Change. |
| Participant 2 | No Change. |
| Participant 3 | No Change. |
| Participant 4 | No Change. |

Question 18: How might we improve commission or committee engagement?

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| Participant 1 | Internal consistency and stability. |
| Participant 2 | I will have more to add upon attending my first meeting. |
| Participant 3 | If possible, send the meeting packets to P&Z commissioners at least 48 hours prior to the start of the meeting. |
| Participant 4 | Not sure |

Question 19: What other information would you like to provide for the Commission and Committee Review Process that will begin in January of 2024?

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| Participant 1 | I think p&z has specific and appropriate duties. |
| Participant 2 | N/A |
| Participant 3 | I do not have any recommendations at this time. |
| Participant 4 | None |