

**KENAI PLANNING & ZONING COMMISSION – REGULAR MEETING  
JANUARY 28, 2026 – 7:00 P.M.  
KENAI CITY COUNCIL CHAMBERS  
210 FIDALGO AVE., KENAI, AK 99611  
CHAIR KEATON, PRESIDING**

**MINUTES**

**A. CALL TO ORDER**

A Regular Meeting of the Kenai Planning & Zoning Commission was held on January 28, 2026, in City Hall Council Chambers, Kenai, AK. Chair Keaton called the meeting to order at approximately 7:01 p.m.

**1. Pledge of Allegiance**

Chair Keaton led those assembled in the Pledge of Allegiance.

**2. Roll Call**

There were present:

Sonja Earsley	Gwen Woodard
Alex Douthit, Vice Chair	Jeanne Keaton, Chair
Stacie Krause	Diane Fikes

A quorum was present.

Absent:

Marty Askin

Also in attendance were:

Kevin Buettner, Planning Director  
Sovala Kisena, City Council Liaison  
Logan Parks, Deputy City Clerk

**3. Agenda and Consent Agenda Approval**

Chair Keaton noted the following additions to the Packet:

Add to item I.1.	<b>Conditional Use Permit Closures Update</b>
	<ul style="list-style-type: none"><li>• PZ1999-12</li><li>• PZ2020-30</li><li>• PZ2022-21</li></ul>

**MOTION:**

Commissioner Woodard **MOVED** to approve the agenda and consent agenda with the requested revisions. Commissioner Earsley **SECONDED** the motion.

The following items were withdrawn at the request of the Administration:

Item B.1	<b>Approval of Minutes</b>
	<ul style="list-style-type: none"><li>• January 14, 2026</li></ul>

Item H. 3	<b>Action/Approval</b> - Recommending to City Council Determining an Approximate 2,700 Square Foot Section of the Northwestern Corner of Tract A, Woodland Subdivision Part 4 is Not Needed for a Public Purpose.
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\*All items listed with an asterisk (\*) are considered to be routine and non-controversial by the council and will be approved by one motion. There will be no separate discussion of these items unless a

Commissioner 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.

- B. **APPROVAL OF MINUTES** - None.
- C. **SCHEDULED PUBLIC COMMENTS** - None.
- D. **UNSCHEDULED PUBLIC COMMENTS** - None.
- E. **CONSIDERATION OF PLATS** - None.
- F. **PUBLIC HEARINGS** - None.
- G. **UNFINISHED BUSINESS** - None.
- H. **NEW BUSINESS**
  - 1. **Action/Approval** - Transfer of a Conditional Use Permit, PZ2019-01 for the Use of a Boarding House.

**MOTION:**

Commissioner Douthit **MOVED** to transfer Conditional Use Permit PZ2019-01. Commissioner Woodard **SECONDED** the motion.

Director Buettner summarized the memo as included in the packet.

**UNANIMOUS CONSENT** was requested on the motion.

**VOTE:** There being no objection; **SO ORDERED.**

**TRANSFER APPROVED.**

- 2. **Action/Approval** - Recommending Approval of Proposed Ordinance to City Council Determining Four City-Owned Properties known as Lots 1, 2, 3, and 4, Beaver Loop Acres Addition No. 3 are Not Needed for a Public Purpose.

**MOTION:**

Commissioner Douthit **MOVED** to recommend City Council approval of the proposed ordinance. Commissioner Woodard **SECONDED** the motion.

Director Buettner summarized the memo as included in the packet.

Clarification was provided that operational standards would be established in the Conditional Use Permit process; DNR review was not required for sale; the process used to calculate the minimum bid; and sale was recommended due to the City's limited availability to verify extracted quantities.

**UNANIMOUS CONSENT** was requested on the motion.

**VOTE:** There being no objection; **SO ORDERED.**

**RECOMMENDATION APPROVED.**

I. **REPORTS**

- 1. Planning Director

Planning Director Buettner reported on the following:

- Three Conditional Use Permits have been closed pursuant to provisions in City code.
- Provided clarification to the Commission on Conditional Use Permit record retention.

- Subdivision regulation, temporary dwelling regulations, and the Conditional Use Permit process and land use table updates.
- Scheduling a Work Session for February 25, 2026.

2. Commission Chair - No report.

3. Kenai Peninsula Borough Planning

Commissioner Fikes reported on recent actions of the Kenia Peninsula Borough Planning Commission.

4. City Council Liaison

Council Member Kisenia reported on recent actions of the City Council, Work Sessions, and city projects, including airport runway rehabilitation and building a playground.

**J. ADDITIONAL PUBLIC COMMENTS**

Marion Nelson referenced historic planning of the playground and encouraged Commission Members to build on the prior plans.

**K. NEXT MEETING ATTENDANCE NOTIFICATION**

1. Next Meeting: February 11, 2026

**L. COMMISSION COMMENTS AND QUESTIONS**

Commissioners thanked staff for their work and the public for attending and participating in Planning & Zoning meetings.

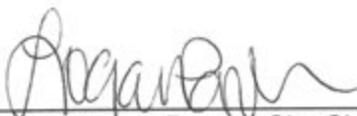
**M. PENDING ITEMS - None.**

**N. ADJOURNMENT**

**O. INFORMATIONAL ITEMS - None.**

There being no further business before the Planning & Zoning Commission, the meeting was adjourned at approximately 7:50 p.m.

I certify the above represents accurate minutes of the Kenai City Council meeting of January 28, 2026.

  
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Logan Parks, Deputy City Clerk