

**KENAI PLANNING & ZONING COMMISSION  
REGULAR MEETING  
APRIL 10, 2019 – 7:00 P.M.  
KENAI CITY COUNCIL CHAMBERS  
210 FIDALGO AVENUE, KENAI, ALASKA  
CHAIR JEFF TWAIT, PRESIDING**

**MINUTES**

**1. CALL TO ORDER**

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

**a. Pledge of Allegiance**

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

**b. Roll Call**

Commissioners present: Chair J. Twait, Vice-Chair D. Fikes, R. Springer, G. Greenberg, T. McIntyre

Commissioners absent: V. Askin, J. Halstead

Staff/Council Liaison present: City Planner E. Appleby, Deputy Clerk J. LaPlante, Planning Dept. Assistant W. Anderson, Council Liaison B. Molloy

A quorum was present.

**c. Agenda Approval**

**MOTION:**

Commissioner Springer **MOVED** to approve the agenda as presented and Commissioner McIntyre **SECONDED** the motion. There were no objections; **SO ORDERED**.

**d. Consent Agenda**

**MOTION:**

Commissioner Greenberg **MOVED** to approve the consent agenda to include the excused absence of Commissioner Halstead; and Commissioner Springer **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.

e. \*Excused absences – V. Askin, J. Halstead

2. **APPROVAL OF MINUTES** – None.

3. **SCHEDULED PUBLIC COMMENT**

a. **John Czarnezki** – City Planner, City of Soldotna regarding the sign code for the City of Soldotna

Mr. Czarnezki noted the rewrite process began two years ago and Soldotna's Comprehensive Plan Goals included review and revision to the sign ordinance, and improvement of the streetscape along the Sterling and Kenai Spur Highways. He specified goals in the sign code and provided examples of types of signs including painted signs, temporary event signs, on premise temporary/portable signs, non-conforming signs, electronic message signs, number of signs, size of sign relative to distance from roadway, mobile vendor signs, home occupations, signs in residential areas, and pun signs. Mr. Czarnezki explained the Soldotna sign code development approach process that included education, public input, legal aspects with the City Attorney, and specifying sign parameters in code.

4. **UNSCHEDULED PUBLIC COMMENT** – (3 minutes)

Doug Fields, Owner of Kenai Neon Sign Company for over 30 years noted there were several signs at street corners exposed since the snow melted, and temporary signs in the Right-of-Way, and he suggested a priority enforcement of them. He further requested the Commission examine the motives for enforcing and changing the sign code, and the overall goals for it.

5. **CONSIDERATION OF PLATS**

a. **Resolution PZ2019-10** – Original Preliminary Plat of Inlet Woods 2019 Replat, submitted by McLane Consulting, Inc., P.O. Box 468, Soldotna, Alaska 99611, on behalf of the Hall Building LLC, P.O. Box 2829, Kenai, AK 99611

**MOTION:**

Commissioner McIntyre **MOVED** to approve Resolution No. PZ2019-10 and Commissioner Greenberg **SECONDED** the motion.

The City Planner reviewed the staff report that was provided in the packet, noting elimination of the parcel line between lots 27 and 28 to create one larger lot to allow the development of one larger residence on the combined lot.

City Staff recommended approval of the preliminary plat of Inlet Woods 2019 replat, subject to the following condition:

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

Chair Twait opened the floor for public testimony.

Applicant, Clint Hall clarified that instead of trying to build a smaller home or cause conflict with

neighbors with homes built close to the property line, it was more reasonable to combine the lots and have one residence on the property with less constrictions.

There being no one else wishing to be heard, public comment was closed.

**MOTION TO AMEND:**

Commissioner Springer **MOVED** to amend to include approval with staff recommendations and requested **UNANIMOUS CONSENT**; Commissioner Greenberg **SECONDED** the motion. Hearing no objections; **SO ORDERED**.

**VOTE ON THE MAIN MOTION AS AMENDED:**

YEA: Fikes, Springer, McIntyre, Greenberg, Twait  
NAY:

**MOTION PASSED UNANIMOUSLY.**

6. **PUBLIC HEARINGS** – None.

7. **UNFINISHED BUSINESS** – None.

8. **NEW BUSINESS**

- a. **Discussion and Recommendation** – Application for Renewal of Lease Land within the Airport Reserve submitted by Schilling Rentals LLC, for the property described as Lot 9A, FBO Subdivision No. 9, located at 433 N. Willow Street, Kenai, Alaska 99611

**MOTION:**

Commissioner Springer **MOVED** to recommend approval of a lease renewal application by Schilling Rentals LLC, and Commissioner Greenberg **SECONDED** the motion.

The City Planner reviewed the staff report as provided in the meeting packet and noted the application for a lease renewal was also being reviewed by the Airport Commission and the recommendations by both Commissions would be presented before Council on April 17. It was clarified that due to the term table in Kenai Municipal Code 21.10.080, the City and the applicant agreed to the maximum term of 33 years.

Duane Bannock, representative for Schilling Rentals, LLC, requested recommendation for renewal noting all conditions were met and he clarified Schilling Rentals, LLC absorbed the cost of another parcel's overflow on the property and removal of it.

Chair Twait opened the floor for public testimony. There being no one wishing to be heard, public comment was closed.

**VOTE:**

YEA: Twait, Greenberg, Fikes, Springer, McIntyre  
NAY:

**MOTION PASSED UNANIMOUSLY.**

9. **PENDING ITEMS** – None.

10. **REPORTS**

- a. **City Council** – Council Member Molloy reviewed the action agenda from the April 3 City Council Meeting and specifically noted Ordinance No. 3056-2019, regarding discussion of amendments to the land use table was postponed to April 17; and Ordinance No. 3061-2019 regarding amending Kenai Municipal Code to incorporate onsite consumption, was referred to the Planning and Zoning Commission for recommendation to Council. Council Member Molloy added the bluff erosion project was signed off and sent to Washington D.C. in effort to gain funding for the project.
- b. **Borough Planning** – Vice-Chair Fikes reported the Commission met on April 8, approved a plat and a vacation of easement on a property in Homer to allow public access.
- c. **Administration** – City Planner Appleby reported on the following:
  - The funding application for a pedestrian pathway along part of Bridge Access Road was with the Federal Highway Administration for review;
  - She was working with City of Soldotna, City of Homer, City of Seward and Kenai Peninsula Borough on the Kenai Peninsula Coordinated Public Transit-Human Services Transportation Plan; a draft was expected in June.
  - The new City of Kenai website was live and encouraged members to familiarize themselves with resources and useful information for planning and zoning.

11. **ADDITIONAL PUBLIC COMMENT** – None.

12. **INFORMATIONAL ITEMS**

- a. Planning and Zoning Resolutions – First Quarter 2019
- b. Building Permits – First Quarter 2019
- c. Code Enforcement – First Quarter 2019
- d. Information on Ordinance 3061-2019 – Amending Kenai Municipal Code 14.20.320 – Definitions, 14.20.330 – Standard for Commercial Marijuana Establishments and 14.22.010 – Land Use Table, to Incorporate Onsite Consumption of Marijuana at Retail Marijuana Establishments

The City Planner noted that Item 12.d. would be a Public Hearing agenda item at the next Commission meeting. It was clarified that it was only provided in this packet to allow the Commission a review of the memo and information provided by the City Attorney on State regulations, clarifying that there were three options being proposed. It was added that there were currently four marijuana establishments in the City of Kenai.

13. **NEXT MEETING ATTENDANCE NOTIFICATION** – April 24, 2019

The City Planner noted there would be a Sign Code work session prior to the next regular meeting.

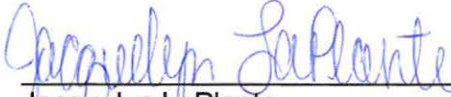
**14. COMMISSION COMMENTS & QUESTIONS**

Commissioner Greenberg asked about trails plan to connect trails better in residential areas. It was clarified that Parks and Rec Director was looking into available grants for funding.

**15. ADJOURNMENT**

There being no further business before the Commission, the meeting was adjourned at 9:03 p.m.

Minutes prepared and submitted by:



Jacquelyn LaPlante  
Deputy City Clerk

