

**KENAI PLANNING & ZONING COMMISSION  
REGULAR MEETING  
SEPTEMBER 11, 2019 – 7:00 P.M.  
KENAI CITY COUNCIL CHAMBERS  
210 FIDALGO AVENUE, KENAI, ALASKA  
VICE CHAIR DIANE FIKES, PRESIDING**

**MINUTES**

**A. CALL TO ORDER**

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

1. Pledge of Allegiance

Commission Vice Chair Fikes led those assembled in the Pledge of the Allegiance.

2. Roll Call

Commissioners present: Vice-Chair D. Fikes, J. Halstead, V. Askin, G. Greenberg

Commissioners absent: Chair J. Twait, R. Springer, T. McIntyre

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

A quorum was present.

3. Agenda Approval

**MOTION:**

Commissioner Halstead **MOVED** to approve the agenda and Commissioner Greenberg **SECONDED** the motion.

There were no objections on the amendment; **SO ORDERED**.

4. Consent Agenda

**MOTION:**

Commissioner Askin **MOVED** to approve the consent agenda and Commissioner Greenberg **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 – Chair J. Twait, Commissioner R. Springer, Commissioner T. McIntyre

**B. APPROVAL OF MINUTES**

1. \*August 28, 2019

The minutes were approved by the Consent Agenda.

**C. SCHEDULED PUBLIC COMMENT – None.**

**D. UNSCHEDULED PUBLIC COMMENT – None.**

**E. CONSIDERATION OF PLATS**

1. **Resolution PZ2019-36** - Original Preliminary Plat of Bridge Road Subdivision 2019 Replat, submitted by McLane Consulting, Inc., P.O. Box 468, Soldotna, AK 99669, on behalf of Peninsula Mini Storage LLC, 47 Spur View Dr., Kenai, AK 99611.

**MOTION:**

Commissioner Askin **MOVED** to approve Resolution No. PZ2019-36 and Commissioner Halstead **SECONDED** the motion.

City Planner Appleby reviewed the staff report provided in the packet noting the plat would vacate a property line between four lots creating two lots, one to be developed as mini-storage and the other to be leased to a third party. She also noted special arrangements through Ordinance No. 2009-2017 for water and sewer that would remain in place. It was recommended the preliminary plat be approved with the following conditions:

- Further development of the property shall conform to all federal, State of Alaska, and local regulations;
- A City of Kenai Water and Sewer Waiver Agreement be signed for the new parcel with the new owner.

Vice Chair Fikes opened the floor for public testimony; there being no one wishing to be heard, public comment was closed.

Clarification was provided there were no utilities in the easement and there were no objections to vacation.

**VOTE:**

YEA: Greenberg, Fikes, Askin, Halstead

NAY:

**MOTION PASSED UNANIMOUSLY.**

**F. PUBLIC HEARINGS – None.**

G. **UNFINISHED BUSINESS** – None.

H. **NEW BUSINESS**

1. **Resolution PZ2019-38** - Application for Transfer of Conditional Use Permit PZ15-28, for Professional Office in a Rural Residential Zone, from Clifford and Kristin Smith, to VIP Monitoring Services, LLC, located at 2785 Beaver Loop Road, and described as a portion of the NW ¼, Section 11, Township 5 North, Range 11 West, Seward Meridian.

**MOTION:**

Commissioner Askin **MOVED** to approve Resolution No. PZ2019-38 and Commissioner Halstead **SECONDED** the motion.

City Planner Appleby reviewed the staff report provided in the packet noting the Conditional Use Permit was for a professional office and would be transferred for the same use to VIP Monitoring Services, LLC, and recommended approval with the following condition:

- Further development of the property shall conform to all federal, State of Alaska, and local regulations;
- Property owner must obtain a sign permit prior to placing a sign on the premises to advertise the business;
- Property owner must provide five (5) parking spaces and one of the spaces must be an ADA parking space pursuant to the guidelines as set forth in the 2009 International Building Code;
- Property owner shall submit an annual report for the Conditional Use Permit as set forth in KMC 14.20.150(f).

Vice Chair Fikes opened the floor for public testimony.

Clifford Smith noted Stacy Smith, the new owner, was also present and requested approval noting the new owners would be operating the same business.

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

Clarification was provided the most recent annual report was conducted in November with no issues.

**VOTE:**

YEA: Greenberg, Fikes, Askin, Halstead

NAY:

**MOTION PASSED UNANIMOUSLY.**

I. **PENDING ITEMS** – None.

J. **REPORTS**

1. **City Council** – Council Member Molloy reported the Council participated in a Work

Session regarding Ordinance No. 3072-2019, an ordinance amending the land sale and leasing policies and procedures, noting amendments were suggested and, at the September 4<sup>th</sup> regular meeting an amendment was made to substitute the ordinance and it was ultimately postponed to their first meeting in October. He also reviewed the action agenda from the September 4 meeting.

2. **Borough Planning** – Vice-Chair Fikes reported action from the September 9 Borough Planning Commission and Platting Committee meetings.
3. **Administration** – City Planner Appleby reported on the following:
  - A public meeting in Nikiski regarding the Draft Environmental Impact Study for the AK LNG Project which was open for comment;
  - Staff inspected a gravel pit, a report of which would become a part of her annual report to the Commission on gravel pits;
  - Reviewed upcoming matters for the Commission;
  - The consultant assisting with the Hazard Mitigation Plan would be coming to a future meeting to discuss the plan.

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

L. **INFORMATIONAL ITEMS** – None.

M. **NEXT MEETING ATTENDANCE NOTIFICATION** – September 25, 2019

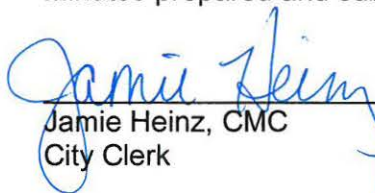
N. **COMMISSION COMMENTS & QUESTIONS**

Commissioner Askin commended Vice Chair Fikes for chairing the meeting.

O. **ADJOURNMENT**

There being no further business before the Commission, the meeting was adjourned at 7:33 p.m.

Minutes prepared and submitted by:

  
Jamie Heinz, CMC  
City Clerk

