

**KENAI PLANNING & ZONING COMMISSION
REGULAR MEETING
APRIL 8, 2020 – 7:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVENUE, KENAI, ALASKA
CHAIR JEFF TWAIT, PRESIDING**

MINUTES

A. CALL TO ORDER

Commission Chair J. Twait called the meeting to order at 7:02 p.m.

1. Pledge of Allegiance

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

2. Roll Call

Commissioners present: J. Twait, D. Fikes, G. Greenberg, V. Askin, R. Springer, J.

Commissioners absent: T. McIntyre, Halstead

Staff/Council Liaison present: City Planner E. Appleby, Deputy Clerk J. LaPlante, Council Liaison H. Knackstedt

A quorum was present.

3. Agenda Approval

MOTION:

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

4. Consent Agenda

MOTION:

Commissioner Askin **MOVED** to approve the consent agenda and Commissioner Fikes **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 – T. McIntyre, J. Halstead

B. APPROVAL OF MINUTES

1. *March 11, 2020

The minutes were approved by the Consent Agenda.

C. SCHEDULED PUBLIC COMMENT – None.

D. UNSCHEDULED PUBLIC COMMENT – None.

E. CONSIDERATION OF PLATS

1. **Resolution PZ2020-05** - Preliminary Subdivision Plat of Kristine Subdivision No. 1, submitted by McLane Consulting, Inc., P.O. Box 468, Soldotna AK 99669, on behalf of the Estate of Donald Frederickson, P.O. Box 770987, Eagle River, AK 99577.

MOTION:

Commissioner Springer **MOVED** to approve Resolution PZ2020-05 and Commissioner Fikes **SECONDED** the motion.

The City Planner provided the staff report noting the owner was subdividing the two larger parcels into three smaller lots to be described as Lots 1, 2, and 3, Kristine Subdivision No. 1, adding the street name would be corrected from Child Street to Child Avenue to accurately reflect the street name. It was further noted that water and sewer lines were within the right-of-way of Bridge Access Road but the existing facilities located on the property were not connected to City water and sewer services.

Approval of the plat was recommended, subject to the following conditions:

- Further development of the property shall conform to all federal, State of Alaska, and local regulations; and
- Childs Street was incorrectly referenced on the plat and should be changed to Childs Avenue.

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

It was clarified if there was development on the property within 200 feet of the City water and sewer lines, the owner would need to either connect or request to use their own source on the property and pay a fee.

VOTE:

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

MOTION PASSED UNANIMOUSLY.

2. **Resolution PZ2020-06** - Preliminary Plat of General Aviation Apron Tract A, submitted

by Segesser Surveys, Inc., 30485 Roseland St., Soldotna AK 99669, on behalf of the City of Kenai, 210 Fidalgo Ave., Kenai, AK 99611.

The City Planner provided the staff report noting the parcel would be divided into two separate lots. The new Tract A1 would be retained by the City as it was part of the runway while the new Tract A2 would be leased to SOAR International Ministries, LLC. It was further noted that the 10-foot utility easement on North Willow Street would remain the same.

City staff recommended approval of the preliminary plat of General Aviation Apron Tract A subject to the following condition:

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

MOTION:

Commissioner Springer **MOVED** to approve Resolution PZ2020-05 and Commissioner Fikes **SECONDED** the motion.

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

It was agreed it met City standards.

VOTE:

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

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 Knackstedt reported on the actions from the March 18, March 23, and April 1, 2020 City Council meetings, including the new logo and information on the City actions in response to COVID-19, as updated on the City of Kenai website.
2. **Borough Planning** – The next Planning Commission meeting was scheduled for April 13 and would also be done virtually.
3. **Administration** – City Planner Appleby reported on the following:
 - All of the Planning and Zoning forms were updated with the new logo and most of

the forms were now fillable online;

- Letters were sent to lessees noting the individual lease rate changes, effective July 1, 2020;
- Most of the assisting staff were teleworking from home but were available and moving City business forward as best as possible; and
- She encouraged supporting local businesses and restaurants that are open for take-out during this trying time.

K. ADDITIONAL PUBLIC COMMENT

L. INFORMATIONAL ITEMS

M. NEXT MEETING ATTENDANCE NOTIFICATION – April 22, 2020

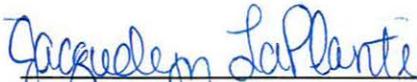
N. COMMISSION COMMENTS & QUESTIONS

Commissioners Fikes and Askin expressed appreciation for the ease and smooth meeting in a virtual setting, thanking the City Clerk.

O. ADJOURNMENT

There being no further business before the Commission, the meeting was adjourned at 7:41 p.m.

Minutes prepared and submitted by:


Jacquelyn LaPlante
Deputy City Clerk

