

**KENAI PLANNING & ZONING COMMISSION
REGULAR MEETING
FEBRUARY 12, 2020 – 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 D. Fikes called the meeting to order at 7:00 p.m.

1. Pledge of Allegiance

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

2. Roll Call

Commissioners present: D. Fikes, J. Halstead, V. Askin, R. Springer, G. Greenberg,
T. McIntyre

Commissioners absent: J. Twait

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

A quorum was present.

3. Elections of the Chair and Vice-Chair

MOTION:

Commissioner Springer **MOVED** to re-appoint Commissioner Twait as Chair; Commissioner Fikes **SECONDED** the motion. There were no objections; **SO ORDERED**.

MOTION:

Commissioner Springer **MOVED** to re-appoint Commissioner Fikes as Vice-Chair; Commissioner Askin **SECONDED** the motion. There were no objections; **SO ORDERED**.

4. Agenda Approval

MOTION:

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

5. Consent Agenda

MOTION:

Commissioner Askin **MOVED** to approve the consent agenda and Commissioner Halstead **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.

6. *Excused absences – J. Twait

B. APPROVAL OF MINUTES

1. *January 22, 2020

The minutes were approved by the Consent Agenda.

C. SCHEDULED PUBLIC COMMENT – None.

D. UNSCHEDULED PUBLIC COMMENT – None.

E. CONSIDERATION OF PLATS – None.

F. PUBLIC HEARINGS

1. **Resolution PZ2020-03** –Application for a Conditional Use Permit to operate a Recreational Vehicle Park, located at 2301 Bowpicker Lane, Kenai, Alaska 99611 and further described as Tract 1, Kenai River Shores Subdivision. The application was submitted by Ronald Hyde, Jr. on behalf of PRL Logistics, Inc., P.O. Box 222029, Anchorage, AK 99522 Recommending the Kenai City Council Adopt Ordinance 3102-2020 to Amend Kenai Municipal Code 14.20.280 Public Hearings and Notifications, to Reduce the Newspaper Posting Requirement.

The City Planner reviewed the staff report and rationale for how the application met the approval criteria provided in the packet noting the applicant stated his intent was to construct an RV Park in early 2020 adjacent to the Cannery Lodge that would be open seasonally. The City Planner added the applicant planned to have permanent sanitary facilities installed later.

City staff found that the applicant met the criteria for issuance of a Conditional Use Permit and recommended that the Planning and Zoning Commission approve the Conditional Use Permit application, subject to the following conditions:

- Applicant must comply with all federal, State of Alaska, and local regulations;
- Applicant will submit a Landscape Site Plan and obtain approval by City Administration prior to any land-clearing activities on the parcel;
- The applicant may use the self-contained bathroom facilities submitted with the application for up to two years (during the 2020 and 2021 season);

- The applicant shall install permanent sanitary facilities prior to operation in the 2022 season;
- The applicant will obtain Building Permits from the City as appropriate for construction of bathroom buildings and electricity lines to individual campsites;
- Applicant shall file an annual report for the Conditional Use Permit as set forth in Kenai Municipal Code 14.20.155;
- The applicant will meet with City staff for on-site inspections when requested;
- If there is a change of use for the above described property a new Conditional Use Permit must be obtained, pursuant to 14.20.150(i)(5);
- Pursuant to KMC 14.20.150(i)(2), this permit shall expire automatically upon termination or interruption of the use for a period of at least one year; and
- Failure to provide documentation to the City for meeting these conditions prior to operation of the recreational vehicle park shall be grounds for revocation of the Conditional Use Permit.

MOTION:

Commissioner Springer **MOVED** to approve Resolution No. PZ2020-03 and Commissioner McIntyre **SECONDED** the motion.

Vice-Chair Fikes opened the floor for public testimony.

Applicant, Ron Hyde clarified the sanitation system would be an above ground, enclosed contained system until a permanent underground placement was determined. He added that he was following the State of Alaska formula for determining the necessary amount of bathroom facilities and more focused for the tent area. Mr. Hyde noted that the only access to the RV Park would be from Cannery Road, and they have rehabilitated a dock for use as well but there would be no fish processing allowed onsite.

Mr. Hyde further noted that the Cannery Lodge was recently restructured to be only open April through December and the RV Park would generate additional business during the open season.

The City Planner clarified the determined two years' timeframe for permanent sanitary facilities lined up with the other Conditional Use Permits allowance.

Commissioners expressed support for the growth opportunity in that area keeping the economic development going.

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

VOTE:

YEA: Askin, Halstead, Greenberg, Fikes, Springer, McIntyre

NAY:

MOTION PASSED UNANIMOUSLY.

Vice-Chair Fikes noted the fifteen-day appeal period.

G. UNFINISHED BUSINESS – None.

H. NEW BUSINESS

1. Post-Conference Discussion – 2020 Alaska Planning Conference – Collaborating for Resilient Communities, February 9-11, 2020.

The City Planner discussed the 2020 Alaska Planning Conference agenda topics as included in the packet. She added that she attended the American Planning Association Alaska State Chapter Board retreat on Sunday and it was very engaging. Commissioners that attended provided feedback, offered suggestions for more collaboration at a future conference and expressed gratitude for the opportunity to attend.

I. PENDING ITEMS – None.

J. REPORTS

1. **City Council** – Council Member Glendening reported on the actions from the February 5, 2020 City Council meeting.
2. **Borough Planning** – Vice Chair Fikes provided a report of the January 27 Planning Commission meeting.
3. **Administration** – City Planner Appleby reported on the following:
 - The Main Street Tap & Grill parking parcels were leased by the City and a purchase was made; noting 3 of the 10 airport parcels allowed for sale were complete;
 - As part of the City of Kenai Lands Code changes, a Standard Lease Form was recently adopted for Lessees to convert their lease;
 - As follow-up to the last Commission meeting, the State minimum requirements for public notices was that only one posting at the location was required;
 - Hazard Mitigation Plan was sent to the State, a final letter should be received soon, noting this plan made the City eligible for funding for preventative measures; and
 - The draft Capital Improvement Project Plan was available online and City Council would be conducting a work session to discuss it on February 19.

She further reported that the Alaska State Chapter of the American Planning Association gave a planning award this year to the Kenai Peninsula Borough, and Gary Greenberg was recognized for his Geographic Information System (GIS) private practice work and contract work with the City.

K. ADDITIONAL PUBLIC COMMENT – None.

L. INFORMATIONAL ITEMS

M. NEXT MEETING ATTENDANCE NOTIFICATION – February 26, 2020

Commissioner Askin noted she would be absent at the next meeting.

N. COMMISSION COMMENTS & QUESTIONS – None.

O. ADJOURNMENT

There being no further business before the Commission, the meeting was adjourned at 8:15 p.m.

Minutes prepared and submitted by:



Jacquelyn LaPlante
Deputy City Clerk

