

**KENAI PLANNING & ZONING COMMISSION  
REGULAR MEETING  
JUNE 24, 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 Twait called the meeting to order at 7:00 p.m.

**1. Pledge of Allegiance**

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

**2. Roll Call**

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

Commissioners absent: T. McIntyre, V. Askin

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

A quorum was present.

**3. Agenda Approval**

**MOTION:**

Vice Chair Fikes **MOVED** to approve the agenda with the requested addition and Commissioner Halstead **SECONDED** the motion. There were no objections; **SO ORDERED**.

**4. Consent Agenda**

**MOTION:**

Commissioner Halstead **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 – None.

**B. APPROVAL OF MINUTES**

1. \*June 10, 2020

The minutes were approved by the Consent Agenda.

**C. SCHEDULED PUBLIC COMMENT**

Laura Sievert spoke encouraging consideration of ceasing transfers of Conditional Use Permits and instead require applicants to apply for their own Conditional Use Permit to provide for the public noticing that goes along with a new Conditional Use Permit. She noted that she owns property adjacent to the Quality Asphalt Paving pit which used to be the Cone pit noting the permit holder had been violating conditions of the Conditional Use Permit including storing old asphalt in the pit which has since been buried, covering an anadromous fish stream with dirt, a stream in which fish culverts were put in under the highway downstream, pumping pit water into an anadromous fish pond which was on her property which the Kenai Peninsula Borough successfully stopped.

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

**E. CONSIDERATION OF PLATS – None.**

**F. PUBLIC HEARINGS – None.**

**G. UNFINISHED BUSINESS – None.**

**H. NEW BUSINESS**

1. **Action/Approval** – Application for Four-Year Lease Renewal of City-Owned Land within the Airport Reserve described as Lot 4, Block 1, F.B.O. Subdivision and located at 411 North Willow Street. The application was submitted by CPD Alaska, LLC, 201 Arctic Slope Ave. Anchorage, AK 99518.

The City Planner reviewed the staff report provided in the packet and noted the lease term was determined based on useful life of improvements but the improvements weren't scheduled to be completed until 2024; it was determined the applicant qualified for a four-year lease renewal and could apply for an extension when they were closer to actual investment in the property.

**MOTION:**

Commissioner Fikes **MOVED** to recommend approval of a four-year lease renewal of city-owned land within the Airport Reserve described as Lot 4, Block 1, F.B.O. Subdivision and located at 411 North Willow Street to CPD Alaska, LLC, and Commissioner Halstead **SECONDED** the motion.

**VOTE:**

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

**MOTION PASSED UNANIMOUSLY.**

**I. PENDING ITEMS** – None.

**J. REPORTS**

1. **City Council** – Council Member Knackstedt reported on the actions from the June 17 City Council meeting and June 18 work session.
2. **Borough Planning** – Commissioner Fikes noted the Borough Planning Commission hasn't met since her last report.
3. **Administration** – City Planner Appleby reported on the following:
  - Update on the Davidson Street issue for the McLennon Estates Addition No. 1 plat from the June 10 meeting; it has been decided it should be Davidson Drive;
  - Noted the new budget starts on July 1;
  - Personal Use Fishery begins on July 10; recommending participants follow social distancing guidelines.

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

**L. INFORMATIONAL ITEMS** – None.

**M. NEXT MEETING ATTENDANCE NOTIFICATION** – July 8, 2020

**N. COMMISSION COMMENTS & QUESTIONS**

Commissioner Halstead noted past practice of Planning Department conducting code enforcement; has had several requests in his neighborhood such as junk cars and garbage in yards which do not get investigated or resolved.

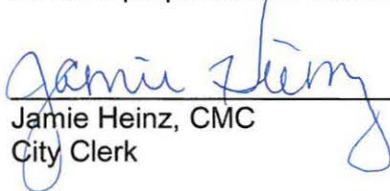
Commissioner Greenberg noted the transfer process for Conditional Use Permits for gravel pits do not go through the same process as a new Conditional Use Permit.

Commissioner Chair Twait noted it was nice to see everyone.

**O. ADJOURNMENT**

There being no further business before the Commission, the meeting was adjourned at 7:49 p.m.

Minutes prepared and submitted by:

  
Jamie Heinz, CMC  
City Clerk

