

**KENAI PLANNING & ZONING COMMISSION
REGULAR MEETING
JUNE 10, 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 Fikes called the meeting to order at 7:01 p.m.

1. Pledge of Allegiance

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

2. Roll Call

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

Commissioners absent:

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

A quorum was present.

3. Agenda Approval

Vice-Chair Fikes noted the following revision to the agenda:

Add Item H. 4. **Action/Approval** - Transitioning to In-Person / Zoom Hybrid Meetings

MOTION:

Commissioner Askin **MOVED** to approve the agenda with the requested addition and Commissioner Twait **SECONDED** the motion. There were no objections; **SO ORDERED**.

4. Consent Agenda

MOTION:

Commissioner Askin **MOVED** to approve the consent agenda and Commissioner Twait **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. *May 27, 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 PZ2020-15** - Preliminary Subdivision Plat of Holland Spur Highway Subdivision 2020 Addition, submitted by Segesser Surveys, 30485 Rosland St., Soldotna, AK 99669, on behalf of Glen Martin, P.O. Box 1389, Soldotna, AK 99669.

MOTION:

Commissioner Twait **MOVED** to approve Resolution PZ2020-15 and Commissioner Askin **SECONDED** the motion.

The staff report was reviewed as provided in the packet and it was noted the applicant was proposing a division of the plat into two smaller parcels and there were no public comments received. It was further noted there was an existing driveway that was not shown on the aerial view in addition to a gravel pad. Approval of the preliminary plat of Holland Spur Highway Subdivision 2020 Addition was recommended, subject to the following conditions:

- Further development of the property shall conform to all federal, State of Alaska, and local regulations;
- Plat note six (6) will be amended to read as follows:
 - 6) Portions of this subdivision are within the Kenai Peninsula Borough 50-foot Anadromous Stream Habitat Protection Area. See Chapter 21.18 Kenai Peninsula Borough Code of Ordinance, as may be amended, for restrictions that affect development of this subdivision.

COMMISSIONER HALSTEAD ARRIVED AT 7:06 PM.

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

It was clarified plat note four (4) references a public land order that created the right-of-ways for state highways; they cannot build on the Kenai Spur Highway right-of-way.

VOTE:

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

MOTION PASSED UNANIMOUSLY.

2. **Resolution PZ2020-16** – Preliminary Subdivision Plat of McLennan Estates Addition No. 1, submitted by Segesser Surveys, 30485 Rosland St., Soldotna, AK 99669, on behalf of Cheney and Maryann McLennan, 701 Davidson Dr., Kenai, AK 99611.

MOTION:

Commissioner Springer **MOVED** to approve Resolution PZ2020-16 and Commissioner Halstead **SECONDED** the motion.

The staff report was reviewed as provided in the packet and it was noted the City did not receive any public comments on this item. It was added that access was a gravel driveway maintained by the City of Kenai and any new driveways would need to be approved by the State of Alaska. In addition, the applicant was aware that they needed to cap the water lines going between the houses.

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

A discrepancy was noted in the street names between the plat and the aerial imagery and clarified it should be "Davidson Street."

MOTION TO AMEND:

Commissioner Askin **MOVED** to amend Resolution PZ2020-16 in Section One, adding a 4th condition to remove "Davidson Dr." and change to "Davidson St." and Commissioner Twait **SECONDED** the motion. There being no objections, **SO ORDERED**.

Clarification was provided regarding the driveway and utilities on this parcel.

VOTE ON MAIN MOTION AS AMENDED:

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

MOTION PASSED UNANIMOUSLY.

F. PUBLIC HEARINGS

1. **Resolution PZ2020-13** - Application for the Rezoning of two parcels adjacent to the Kenai Spur Highway and described as Tracts 1 and 2, Holland Spur Highway Subdivision, and located at 7344 and 7450 Kenai Spur Highway, from Rural Residential (RR) to General Commercial (CG). The application was submitted by the majority property owner, Glen Martin, P.O. Box 1389, Soldotna, AK 99669.

MOTION:

Commissioner Springer **MOVED** to approve Resolution No. PZ2020-13 and Commissioner Askin **SECONDED** the motion.

The City Planner reviewed the staff report provided in the packet noting the maps provides clarity on the current zoning and the proposed, adding that the CG zone was more consistent with the layout of the parcel and with the City of Kenai Comprehensive Plan.

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

Clarification was provided on the relocation of the well head.

VOTE:

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

NAY:

MOTION PASSED UNANIMOUSLY.

G. UNFINISHED BUSINESS – None.

H. NEW BUSINESS

1. **Resolution PZ2020-17** - Request to Rename Pelchy Drive to Pelch Drive. The request was submitted by the adjacent property owner, Michael J. Pelch, Jr. 3230 Harlow Rd., Eugene, OR 97401.

MOTION:

Commissioner Springer **MOVED** to approve Resolution No. PZ2020-17 and Commissioner Askin **SECONDED** the motion.

The City Planner reviewed the staff report provided in the packet and noted City staff recommended the Commission approve of the name change from Pelchy Drive to Pelch Drive.

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

VOTE:

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

NAY:

MOTION PASSED UNANIMOUSLY.

2. **Action/Approval** - Authorizing the City Planner to Send a Letter to the Kenai Peninsula Borough Supporting a One-Year Time Extension to Finalize the Plat of Kee's Tern Subdivision

The City Planner noted the reason for the time extension request was that the owner had not finalized the subdivision and several time extensions had been given over the years.

It was clarified that the Kenai Peninsula Borough was working on a code change to include a time limit for extensions. The Commission expressed support in having a time limit in place for extensions.

MOTION:

Commissioner Askin **MOVED** to approve authorizing the City Planner sending a letter to the Kenai Peninsula Borough supporting a one-year time extension as described and Commissioner Greenberg **SECONDED** the motion.

VOTE:

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

MOTION PASSED.

3. **Action/Approval** - Application for Ten-Year Lease Renewal of City-Owned Land Within the Airport Reserve described as Lot 1A, Block 1, General Aviation Apron Subdivision No. 6 and located at 330 Main Street Loop. The application was submitted by Kenai Aviation Services, Inc. d/b/a Aviation Services, 1755 Lincoln Hill Rd. Martinsville, IN 46151.

MOTION:

Commissioner Askin **MOVED** to recommend approval of the Application for Ten-Year Lease Renewal of City-Owned Land within the Airport Reserve described as Lot 1A, Block 1, General Aviation Apron Subdivision No. 6 and located at 330 Main Street Loop; and Commissioner Halstead **SECONDED** the motion.

The City Planner reviewed the staff report as provided in the memorandum in the packet.

VOTE:

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

MOTION PASSED UNANIMOUSLY.

4. **Action/Approval** - Transitioning to In-Person / Zoom Hybrid Meetings

The Commission expressed support of in-person and virtual hybrid meetings.

MOTION:

Commissioner Askin **MOVED** to transition to in-person and Zoom virtual hybrid meetings; and Commissioner McIntyre **SECONDED** the motion.

VOTE:

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

NAY:

MOTION PASSED UNANIMOUSLY.

I. **PENDING ITEMS** – None.

J. **REPORTS**

1. **City Council** – Council Member Knackstedt reported on the actions from the June 3 City Council meeting.
2. **Borough Planning** – Fikes reported on the actions of the June 8 Commission meeting as provided in the packet, noting the plats and marijuana retail application that were approved.
3. **Administration** – City Planner Appleby reported on the information item provided in the packet and the City Attorney provided a historical background regarding the property donated for the six-plex' low income senior housing. It was clarified that the need for a variance on that property was due to a miscommunication between the Housing Initiative and City of Kenai when the property was initially donated.

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

L. **INFORMATIONAL ITEMS**

1. Information on Variances and Variance Standards

M. **NEXT MEETING ATTENDANCE NOTIFICATION** – June 24, 2020

N. **COMMISSION COMMENTS & QUESTIONS** – None.

O. **ADJOURNMENT**

There being no further business before the Commission, the meeting was adjourned at 8:59 p.m.

Minutes prepared and submitted by:


Jacquelyn LaPlante
Deputy City Clerk

