

**KENAI PLANNING & ZONING COMMISSION
REGULAR MEETING
SEPTEMBER 9, 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, J. Halstead, V. Askin, T. McIntyre

Commissioners absent: R. Springer, G. Greenberg

Staff/Council Liaison present: City Attorney S. Bloom, Planning Assistant W. Anderson, Deputy City Clerk J. LaPlante, Council Liaison H. Knackstedt

A quorum was present.

3. Agenda Approval

MOTION:

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

4. 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.

5. *Excused absences – R. Springer, G. Greenberg

B. APPROVAL OF MINUTES

1. *August 26, 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 – None.

G. UNFINISHED BUSINESS – None.

H. NEW BUSINESS

1. **Resolution PZ2020-32** - Recommending to the Kenai City Council that the City of Kenai Rename Daubenspeck Circle to Daubenspeck Road on the Plat of Baron Park 2020 Replat. The request was submitted by the City of Kenai, 210 Fidalgo Street, Kenai, AK 99611

The Planning Assistant referred to the staff report in the packet noting the Plat of Baron Park 2020 was recommended for approval by the Commission in May 2020. With the vacation of the right-of-way for the cul-de-sac of Daubenspeck Circle, the road was being extended, it was recommended by the Kenai Peninsula Borough to rename it from Daubenspeck Circle to Daubenspeck Road for ease to emergency services.

MOTION:

Commissioner Askin **MOVED** to recommend Council approval of Resolution No. PZ2020-32 and Commissioner Fikes **SECONDED** the motion.

VOTE:

YEA: McIntyre, Halstead, Fikes, Askin, Twait

NAY:

MOTION PASSED UNANIMOUSLY.

2. **Action/Approval** – Recommendation to the Kenai City Council for the Execution of a Forty-Five Year Lease of Airport Reserve Lands Using the Standard Lease Form Between the City of Kenai and Kenai Aviation Operations, LLC, for Lot 9A, Block 5, General Aviation Apron No. 5.

The Planning Assistant reviewed the memorandum in the packet, adding that a notice was advertised opening the space for additional applicants submission and there were none.

MOTION:

Commissioner Askin **MOVED** to recommend approval of the execution of a forty-five year lease between the City of Kenai and Kenai Aviation Operations, LLC as described and Commissioner Fikes **SECONDED** the motion.

VOTE:

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

MOTION PASSED UNANIMOUSLY.

I. **PENDING ITEMS** – None.

J. **REPORTS**

1. **Borough Planning** – Commissioner Fikes reported the Borough Planning Commission has not met since the last Planning and Zoning Commission meeting; the next meeting is on September 14.
2. **City Council** – Council Member Knackstedt reported on the actions from the September 2 City Council meeting, also noting a presentation by Janice Nightingale regarding the need for cold-weather shelter in Kenai/Soldotna area, and introduction of the new Executive Director at the Kenai Chamber of Commerce and Visitors' Center, Brittany Brown.
3. **Administration** – City Attorney S. Bloom reported that Assistant Planner, W. Anderson was the point of contact for the Planning Department until a new Planning Director was hired. It was also reported that Deputy Clerk, Jacquelyn LaPlante submitted her resignation to be a stay at home mother; her last day would be October 6.

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

L. **INFORMATIONAL ITEMS** – None.

M. **NEXT MEETING ATTENDANCE NOTIFICATION** – September 23, 2020

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

O. **ADJOURNMENT**

There being no further business before the Commission, the meeting was adjourned at 7:31 p.m.

Minutes prepared and submitted by:


Jacquelyn LaPlante
Deputy City Clerk

