

**KENAI PLANNING & ZONING COMMISSION
REGULAR MEETING
JANUARY 13, 2021 – 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, R. Springer, D. Fikes, J. Halstead, G. Greenberg,
A. Douthit

Commissioners absent:

Staff/Council Liaison present: City Manager P. Ostrander, Planning Director R. Foster,
Planning Assistant W. Anderson, Deputy City Clerk M.
Thibodeau, Council Liaison J. Glendening

A quorum was present.

3. Agenda Approval

MOTION:

Without objection, agenda was approved.

4. Consent Agenda

MOTION:

Vice Chair Fikes **MOVED** to approve the consent agenda and Commissioner Douthit **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. *December 9, 2020

The minutes were approved by the Consent Agenda.

C. SCHEDULED PUBLIC COMMENT – None.

D. UNSCHEDULED PUBLIC COMMENT – None.

E. CONSIDERATION OF PLATS

[Clerk's Note: Commissioner Halstead joined the meeting at 7:03 p.m., and Commissioner Springer joined the meeting at 7:07 p.m.]

1. **Resolution PZ2020-37** – Preliminary Subdivision Plat of Beaver Creek Alaska Subdivision 2020 Replat, submitted by Segesser Surveys, Inc., 30485 Rosland Street, Soldotna, AK 99669, on behalf of Freedom Indeed, LLC, P.O. Box 1109, Kasilof, AK 99610 and Luke Saven LLC, P.O. Box 439, Kasilof, AK 99610

Planning Director Foster presented his staff report with information provided in packet noting that the owners wish to move the property line five feet to the east between the two lots which will create Lots 2A and 3A, Block G. It is noted that the adjustment of the property line between the two lots will bring the structure located on Lot 3A, Block G into conformance with the side yard setback requirement of 10' for the General Commercial zone.

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,
- Luke Saven is a Limited Liability Corporation; the letters LLC should be inserted after Luke Saven on the plat; and,
- The plat note numbers should be corrected; they are not sequential.

MOTION:

Commissioner Halstead **MOVED** to approve Resolution No. PZ2020-37 and Commissioner Springer **SECONDED** the motion.

VOTE:

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

NAY:

MOTION PASSED UNANIMOUSLY.

F. PUBLIC HEARINGS

G. UNFINISHED BUSINESS – None.

H. **NEW BUSINESS** – None.

I. **PENDING ITEMS** – None.

J. **REPORTS**

1. **City Council** – Council Member Glendening reported on the actions from the December 16 and January 6 City Council meetings.
2. **Borough Planning** – Vice Chair Fikes reported on the actions of the Borough Planning Commission meeting January 11, 2021.
3. **City Administration** – Planning Director Foster reported on the following:
 - Items in the upcoming Planning & Zoning Commission meeting on January 27th will include a conditional use permit, a review and comment on a draft for the Capital Improvement Plan, and the election of Chair and Vice Chair;
 - The Alaskan chapter of the American Planning Association will be holding a virtual conference in February.

City Manager Ostrander reported on the following:

- Welcomed Planning Director Foster to the Commission;
- The Kenai Peninsula Borough has an anadromous task force that is looking to modify the Borough's habitat protection code. City of Kenai Administration has been working with the Borough in making modifications to how they handle permits within the City, and Council will be considering these proposed changes in the upcoming Council meeting on January 20th.

K. **ADDITIONAL PUBLIC COMMENT**

1. Citizens Comments – None.

L. **INFORMATIONAL ITEMS**

1. Planning and Zoning Resolutions - Fourth Quarter 2020
2. Building Permit Reports – Fourth Quarter 2020
3. Code Enforcement – Fourth Quarter 2020

M. **NEXT MEETING ATTENDANCE NOTIFICATION**

1. January 27, 2021

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

Commissioner Greenberg welcomed new Planning Director and new Commissioner Douthit.

Commissioner Douthit thanked the Commission for welcoming him.

Vice Chair Fikes welcomed Planning Director Foster and Commissioner Greenberg, and noted that the PowerPoint that was presented in the meeting was very well done.

O. ADJOURNMENT

There being no further business before the Commission, the meeting was adjourned at 7:33 p.m.

Minutes prepared and submitted by:



Meghan Thibodeau
Deputy City Clerk

