



Bed and Breakfast Conditional Use Permit Application

City of Kenai
Planning and Zoning Department
210 Fidalgo Avenue
Kenai, AK 99611
(907) 283-8200
planning@kenai.city
www.kenai.city/planning

PROPERTY OWNER

Name:					
Mailing Address:					
City:		State:		Zip Code:	
Phone Number(s):					
Email:					

PETITIONER REPRESENTATIVE (LEAVE BLANK IF NONE)

Name:					
Mailing Address:					
City:		State:		Zip Code:	
Phone Number(s):					
Email:					

PROPERTY INFORMATION

Kenai Peninsula Borough Parcel # (Property Tax ID):	
Physical Address:	
Legal Description:	
Zoning:	
Acres:	

CONDITIONAL USE DESCRIPTION

(include site plan/floor plan with square footages)
(include State Business License and KPB Tax Compliance if applicable)

How is this property currently being used?	
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Describe details of the bed and breakfast conditional use (attach additional sheets if necessary). Include the number of beds:

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Explain how the conditional use is consistent with purposes and intent of the zoning district of the property:

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Explain how the value of adjoining property and neighborhood will not be significantly impaired by the conditional use:			
Use of surrounding property - north:			
Use of surrounding property - south:			
Use of surrounding property - east:			
Use of surrounding property - west:			
Explain how the conditional use is in harmony with the City's Comprehensive Plan:			
Are public services and facilities on the property adequate to serve the proposed conditional use? Include considerations of off-street parking for the owner and all guests in your response.			
Explain how the conditional use will not be harmful to public safety, health, or welfare:			
Are there any measures with access, screening, site development, building design, or business operation that will lessen potential impacts of the conditional use to neighbors?			
Will the establishment be owner-occupied?		<input type="checkbox"/> YES	
Will no more than one person outside of the family be employed for the home occupation?		<input type="checkbox"/> YES	
Will no more than 30% of the gross floor area of all buildings on the lot be used for the home occupation?		<input type="checkbox"/> YES	
Will the home occupation take place in a wholly enclosed principal building or other building accessory to the principal building on the property?		<input type="checkbox"/> YES	
Has the City Fire Marshal inspected the property for Fire Code compliance?		<input type="checkbox"/> YES	
Signature:			
Print Name:		Title/Business:	
For City Use Only		Date Application Fee Received:	
		PZ Resolution Number:	



Conditional Use Permit – Bed and Breakfast Application

CHECKLIST

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- ☐ Evaluate uses allowed in your zoning district. Information on zoning is available at kenai.municipal.codes/KMC/14.20.
- ☐ Submit completed application form. The application form must include an attached site plan/floor plan with square footages of all structures on the property and parking areas. If applicable, include a State Business License and a KPB Tax Compliance Form with the application. Intents of zoning districts are at kenai.municipal.codes/KMC/14.20. Information about the Comprehensive Plan is at kenai.city/planning/page/comprehensive-plan.
- ☐ Pay the \$265 fee as outlined in the Fee Schedule (\$250 + 6% tax).
- ☐ City staff will evaluate your application following:
Kenai Municipal Code 14.20.150-Conditional Use Permits
(kenai.municipal.codes/KMC/14.20.150) and
Kenai Municipal Code 14.20.321-Bed and breakfast establishments
kenai.municipal.codes/KMC/14.20.321
Please answer questions from City staff about your application.
- ☐ Meet with Fire Marshall for inspection of premises.
The Fire Marshal will contact you to arrange an inspection.
- ☐ Post sign on your property and confirm the posting with the City. Planning staff will contact you and provide a sign stating a conditional use permit application has been submitted. The sign must be posted at least 10 days before the Planning & Zoning Commission meeting.
- ☐ Attend Planning & Zoning Commission meeting. Attendance is beneficial so you are able to answer questions of the Commission.
- ☐ 15-day appeal period of the Planning & Zoning Commission's decision.

Thank you for choosing the City of Kenai!

Please contact the Planning & Zoning Department with application questions.