

LANDSCAPING & SITE PLAN REGULATIONS

Kenai Municipal Code 14.25

The intent of Landscaping and Site Plan is to guide safe, organized City development by protecting public health and preventing overcrowding, while using landscaping and natural vegetation to improve appearance, separate different land uses, and reduce erosion and runoff.

A landscaping & site plan must be submitted **AND** approved prior to the start of a project. It is unlawful to build or maintain any structure or site improvements on property that requires a landscape/site plan unless they follow the approved plan. Unless extended for good cause, plans will be reviewed and action taken within fourteen (14) days of satisfactory submittal. Any appeal of the action must be in accordance with KMC 14.20.290. **All required landscaping must be installed within 2 years of plan approval and required paving must be completed within 2 years after the certificate of occupancy is issued.**

Landscaping & site plans must be submitted for all retention basins, off-street parking sites, and all commercial, industrial, and multifamily development.

Penalties for noncompliance with KMC 14.25 will be as stated in KMC 14.20.260.

LANDSCAPE & SITE PLAN SUBMITTAL REQUIREMENTS

KMC 14.25.030

Submit a digital 11×17-inch copy of the landscaping/site plan for approval before a building permit can be issued. Once approved, a zoning permit will be issued, kept on file in the Planning Department, and the Building Official will be notified. The plan must be drawn at a scale of at least 1 inch = 20 feet and include the following information:

☐	Scientific or common name or type of planting materials to be used in the project
☐	Typical planting details
☐	Location of all planting areas and relationship to buildings, parking areas and driveways
☐	Identification and location of existing vegetation to be retained
☐	Identification and location of nonliving landscaping materials to be used
☐	Identification of on-site snow storage areas
☐	Drainage patterns
☐	Description of buildings, including building height and ground floor dimensions
☐	Physical features of the property including location of all buildings, ingress and egress, any unusual features of the property which may restrict development or drainage
☐	When storm water pollution prevention plans (SWPPP) are required, a copy of the plan shall be provided to the Planning Department prior to clearing activity



SITE PLAN STANDARDS**KMC 14.25.045**

Site plans should use different design methods to carefully place buildings, parking lots, and other features to maximize the functionality and purpose of the lot.

Buildings	<i>Commercial or industrial buildings must fit in with nearby properties and cannot be harmful to public health or safety.</i>
Special Permits	<i>The site plan must list any special permits or approvals needed</i>
Parking Lots	<i>Parking lots must follow Kenai Municipal Code 14.20.250. Paving is required for most commercial and large multifamily developments (costing \$100,000 or more) in areas between Evergreen Drive & McCollum Drive/Tinker Lane.</i>
Snow & Drainage	<i>Snow storage, removal, and drainage must work well with the surrounding area and should be stored blocking line of site near the lot entrance or intersections.</i>
Trash Services	<i>Dumpsters must be hidden by a solid fence or wall (wood, concrete, or other approved material). Dumpsters should be placed in a way that does not block line of site near the lot entrance or intersections.</i>
Access	<i>Properties near residential areas should direct traffic away from neighborhoods, using main roads when possible. Frontage roads may be required, and shared access points are encouraged.</i>

LANDSCAPING STANDARDS**KMC 14.25.040**

A landscaping plan should use a variety of techniques to meet the goals of the Landscaping Plan. Proper placement and enough vegetation are key. The plan must include landscaping for the perimeter, interior, streets, and adequate parking.

PERIMETER / BUFFER LANDSCAPING – Refers to landscaping along property edges to reduce impacts between neighboring properties, such as separating residential from commercial.

Requirements for areas next to residential zones:

Landscaping Beds	<i>Must be as wide as the required setback along property lines (excludes driveways and entrances)</i>
Screening	<i>May utilize shrubbery, trees, and/or fencing. Fencing must be six feet (6') tall, no longer than twenty-five feet (25'), and offset at least 4 feet to allow wildlife movement.</i>
Ground Cover	<i>Must fully cover the soil within 3 years of planting and have continuous maintenance. Flower beds may be considered ground cover.</i>



Plants

Must be suitable for the local climate, healthy, and meet nursery standards. Please refrain from planting any invasive species as defined by the Alaska Cooperative Extension Service.

STREET RIGHT-OF-WAY LANDSCAPING – Landscaping along streets softens the look of development without blocking visibility.

Requirements:

Landscaping Beds	<i>Must be at least 10 feet wide along streets (excluding driveway)</i>
Ground Cover	<i>Must fully cover the soil within 3 years of planting</i>
Ground Cover	<i>Must fully cover the soil within 3 years of planning and have continuous maintenance. Flower beds may be considered ground cover.</i>
Plants	<i>Must be suitable for the local climate, healthy, and meet nursery standards. Please refrain from planting any invasive species as defined by the Alaska Cooperative Extension Service.</i>

INTERIOR LANDSCAPING – Refers to the green areas inside a property, not including the edges or parking lots. This landscaping helps separate different uses or activities, improves the look of buildings, highlights entrances, and makes roads and driveways more attractive. Interior landscaping can include planting beds, trees, and shrubs.

DRAINAGE & SNOW STORAGE

KMC 13.30.065 restricts snow to be deposited on public property or to block fire hydrants, sidewalks, and road shoulders. Snow storage should not impede traffic flow and must not impact line of site to road traffic or when entering and exiting the property.

The Alaska Department of Environmental Conservation recommends choosing a flat, porous site away from intersections that will allow for adequate drainage.

Please mark the location of proposed snow storage on your submitted site plan.

GARBAGE & OTHER REFUSE

KMC 9.10.010 & KMC 14.25.045

Anyone responsible for a property must provide and maintain garbage containers that can hold all waste between collection times.

For multi-unit buildings, the owner **must** provide garbage containers or require tenants to provide them. If tenants provide their own containers, each one must be labeled to show which unit it belongs to.

Dumpsters must be screened with a sight-obscuring structure made of wood or concrete unless the City has approved a different type of construction material.

Please mark the location of any planned trash services on your submitted site plan.



PROPERTY ACCESS**KMC 14.25.045(g)**

Primary access to the property should be from an arterial street. Properties adjacent to residential zones should plan access to route commercial traffic away from residential streets. Developments may be required to develop frontage roads and are encouraged to consolidate existing access points if there is more than one established entrance to the property.

Please mark the location of property access on your submitted site plan.

PARKING**KMC 14.20.250**

Commercial development requires that off-street parking is provided and maintained. The property owner and/or occupant are both responsible for ensuring the required minimum parking is available and kept in good condition.

Please mark the location of designated parking on your submitted site plan.

Design standards for parking areas:

Joint Parking	<i>When a site has multiple uses, such as a strip mall, and a parking area is shared, and the total required spaces would be 20 or more, you only need to provide 75% of that total.</i>
Location	<i>Parking must usually be on the same lot as the business or on a neighboring lot unless an allowance is granted by the Commission with a Conditional Use Permit.</i>
Surface	<i>Parking lots must have durable, well drained, and dust-free surfaces with bumper guards where needed. Paving is required for commercial development valued at \$100,000 located between Evergreen Drive and McCollum Drive/Tinker Lane with the exception of properties zoned Heavy Industrial.</i>
Use of Space	<i>Parking areas and front yards in commercial zones can only be used for parking, landscaping, signs, or display of good and cannot be used for storage or repair work.</i>
Lighting	<i>If lighted, lights must be directed away from streets and nearby homes</i>
Driveways (curb cuts)	<i>Must be placed safely and approved by the appropriate official.</i>
Off-Street Loading	<i>Businesses that need truck loading and unloading must provide at least one off-site area with access to the street or alley. These spaces are separate from required parking and must not block streets or nearby properties.</i>

PARKING LOT LANDSCAPING – Refers to the planted or green areas in and around parking lots and their access roads. This landscaping helps break up large paved areas, making them more visually appealing and improves how cars and pedestrians move through the space. Small parking lots having less than forty (40) spaces may be exempted from the parking lot landscaping standards by City Staff.



Off-Street Parking Cheat Sheet

Residential / Lodging

- **Single-family / duplex / childcare homes:** 2 per unit
 - **Multi-family:** 1 per efficiency unit, 2 per other units
 - **Mobile homes:** 2 per unit
 - **Hotels / motels / cabins:** 1 per unit + 2 extra spaces
 - **Lodging (B&B, dorms, etc.):** 1 per unit + 1 per room *(or 1 for every 2 beds)*
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Common Commercial Uses

- **Offices:** 1 per 400 sq ft
 - **Retail (general):** 1 per 300 sq ft
 - **Grocery / pharmacy:** 1 per 250 sq ft
 - **Restaurants / bars:** 1 per 200 sq ft *or* 1 per 4 seats
 - **Banks:** 1 per 300 sq ft
 - **Medical / dental:** 1 per 250 sq ft
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Industrial / Service

- **Industrial / manufacturing:** 1 per 500 sq ft (+ small extra parking)
 - **Warehouses:** 1 per 2,000 sq ft (min. 4 spaces)
 - **Service shops (trade):** 1 per 400 sq ft
 - **Auto repair/sales:** 1 per 400 sq ft + 4 per service bay
 - **Gas stations:** 1 per 2 pumps + 1 per 300 sq ft
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Assembly / Public Uses

- **Theaters / churches (fixed seats):** 1 per 4 seats
 - **Assembly (no fixed seats):**
 - Large venues: 1 per 200 sq ft
 - Community/museums: 1 per 500 sq ft
 - **Schools:** 1 per classroom (+3 if students drive)
 - **Hospitals / care facilities:** 1 per 2 beds
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Specialty Uses

- **Fitness centers:** 1 per 100 sq ft + 5 extra
 - **Bowling alleys:** 4 per lane
 - **Daycare:** 1 per 400 sq ft + pickup spaces
 - **Laundry (self-serve):** 1 per 500 sq ft + 5 extra
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Quick Rules

- Use **gross floor area** unless stated otherwise
- Some uses require **extra spaces for patrons or staff**
- When two standards apply, use the **greater requirement**
- Always check for **special cases (e.g., courthouse, mixed-use)**



Required Dimensions

Loading Spaces - KMC 14.20.250(b)(7)

- **Retail Businesses:** 1 space; 10 feet wide and 38 feet long with a 14-foot clearance
- **Industrial Plants:** 1 space per 20,000 sq ft of gross floor area; 12 feet wide and 50 feet long with a 14-foot clearance
- **Trucking Terminals:** 1 space per 5,000 sq ft of gross floor area used for storage, warehousing, and shipping; 14 feet wide and 65 feet long with a 14-foot clearance

Parking Spaces – KMC 14.20.320(b)

- **Regular spaces:** Refer to chart below for number of spaces required. Not less than 9 feet wide and 180 sq ft in total area.
- **ADA** – 1 space for every 25 standard spaces
 - **Car Spaces** - At least 96 inches wide with a 60-inch access aisle
 - **Van Spaces** – 132 inches wide (or 96 inches with a wider aisle) and 98-inch vertical clearance

RETENTION BASINS		KMC 14.25.025
Building a retention pond in any zone requires a landscaping site plan with the following:		
☐	A design prepared by a licensed Alaskan engineer	
☐	Approval from the Alaska Department of Environmental Conservation	
☐	A fence at least six feet (6') tall around the pond for safety	
☐	Landscaping around the fence (trees, shrubs, and ground cover) to screen the area	

Definitions as outlined in KMC 14.25.100:

Commercial, industrial, & multifamily development	<i>New construction or building improvements costing twenty thousand dollars (\$20,000) or more that add square footage or any project involving a change of use as required by KMC 14.20.250(a)</i>
Land Clearing	<i>Clearing and/or tree cutting within twenty feet (20') of property lines or that would leave less than twenty percent (20%) of lot covered with existing trees, shrubs, or natural vegetation. This does not apply to the removal of hazardous or invasive trees or shrubs.</i>
Landscaping	<i>Covering the ground with plants like trees, shrubs, grass, or other vegetation. This may also include materials like wood chips, stone, or decorative rock.</i>
Multifamily Development	<i>A family dwelling of four (4) households or more.</i>

