



**Kenai Planning and Zoning Commission
Meeting**

September 09, 2020 – 7:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

***Telephonic/Virtual Information on Page 2**

www.kenai.city

Agenda

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval
4. Consent Agenda
5. *Excused Absences

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.

B. APPROVAL OF MINUTES

1. *August 26, 2020

C. SCHEDULED PUBLIC COMMENT

Public comment limited to ten (10) minutes per speaker)

D. UNSCHEDULED PUBLIC COMMENT

(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)

E. CONSIDERATION OF PLATS

F. PUBLIC HEARINGS

G. UNFINISHED BUSINESS

H. NEW BUSINESS

1. Resolution No. 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

- [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

I. PENDING ITEMS

J. REPORTS

- [1.](#) City Council
- [2.](#) Kenai Peninsula Borough Planning
3. City Administration

K. ADDITIONAL PUBLIC COMMENT

(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)

L. INFORMATIONAL ITEMS

M. NEXT MEETING ATTENDANCE NOTIFICATION

1. September 23, 2020 - Regular Meeting

N. COMMISSION COMMENTS AND QUESTIONS

O. ADJOURNMENT

The agenda and supporting documents are posted on the City's website at www.kenai.city. For additional information, please contact the Planning and Zoning Department at 907-283-8237.

Participation (join Zoom meeting): <https://us02web.zoom.us/j/87548128110>

Virtual Meeting ID: 875 4812 8110

Password: 599383

OR Telephonic Participation: +1 253 215 8782 or +1 301 715 8592

Meeting ID: 875 4812 8110

Passcode: 599383

File Attachments for Item:

*August 26, 2020

**KENAI PLANNING & ZONING COMMISSION
REGULAR MEETING
AUGUST 26, 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, R. Springer, J. Halstead, G. Greenberg, T. McIntyre

Commissioners absent:

Staff/Council Liaison present: City Planner E. Appleby, Planning Assistant W. Anderson, City Clerk J. Heinz, Council Liaison H. Knackstedt

A quorum was present.

3. Agenda Approval

MOTION:

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

4. Consent Agenda

MOTION:

Commissioner Halstead **MOVED** to approve the consent agenda and Commissioner Greenberg **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 – V. Askin, D. Fikes

B. APPROVAL OF MINUTES

1. *August 12, 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 PZ2020-27** – Preliminary Subdivision Plat of Inlet Woods Subdivision Lee-Worley Replat, submitted by Segesser Surveys, 30485 Rosland St., Soldotna, AK 99669, on behalf of Jene M. Worley and Michelle L. Grzybowksi, 1545 Windward Dr., Kenai, AK 99611

The City Planner reviewed the staff report provided in the packet noting the Plat vacated a property line creating a larger lot and recommended approval with the following condition:

- Further development of the property shall conform to all federal, State of Alaska, and local regulations.

MOTION:

Commissioner Halstead **MOVED** to recommend approval of Resolution No. PZ2020-27 with staff recommendations and Commissioner McIntyre **SECONDED** the motion.

VOTE:

YEA: Springer, Halstead, McIntyre, Twait, Greenberg

NAY:

MOTION PASSED UNANIMOUSLY.

F. PUBLIC HEARINGS

1. **Resolution PZ2020-21** - Application for a Variance Permit to reduce the setback requirement from 150 feet to 75 feet pursuant to Kenai Municipal Code 14.20.255(c)(4)(K) for the property located at 6576 Kenai Spur Highway, Kenai, AK 99611 and described as Lot 15, Block C, Beaver Creek Alaska Subdivision. The Application was submitted by Acom Consulting on behalf of Vertical Bridge, 5200 SW Meadows Rd., Suite 150, Lake Oswego, OR 97035.

The City Planner reviewed the staff report provided in the packet noting the variance permit was to reduce the setback requirement for the construction of a communications tower and the findings required to permit the setback; also recommended approval of the variance permit application subject to the following conditions:

- Further development of the property shall conform to all federal, State of Alaska, and local

regulations.

- Prior to commencement of construction of the communication tower, the owner shall be obtain a Building Permit from the Building Inspector.
- Prior to commencement of construction of the communication tower, the owner shall obtain a Communications Tower Permit from the City Planner.

MOTION:

Commissioner Halstead **MOVED** to approve Resolution No. PZ2020-21 with staff recommendations and Commissioner Greenberg **SECONDED** the motion.

Chair Twait opened the floor for public testimony.

Tami Drew on behalf of the applicant thanked the Planner for her assistance; also noted the project would not be able to move forward without the variance approval.

There being no one else wishing to be heard, public comment was closed.

It was noted a tower of this size would bring great opportunities to the area and the location was a great location.

The applicant clarified that it was highly unlikely that the tower would ever fall down noting the planned foundation and the engineering; added that an engineer's assessment would be provided to the City and insurance was required by the provider in the event of damage caused to neighboring properties.

The applicant also clarified that several jurisdictions preferred co-location so several towers weren't constructed in a similar location when a provider decides to construct a tower, they contract with a tower company and the tower company seeks other providers to co-locate, and each provider needed ten to twelve feet of tower for their equipment.

VOTE:

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

MOTION PASSED.

Commission Chair Twait noted the 15-day appeal period.

G. UNFINISHED BUSINESS – None.

H. NEW BUSINESS – None.

I. PENDING ITEMS – None.

J. REPORTS

1. **Borough Planning** – No report; Commissioner Fikes was absent.

2. **City Council** – Council Member Knackstedt reported on the actions from the August 19 City Council meeting.
3. **Administration** – City Planner Appleby reported on the following:
 - Utility easement for the Eventyr Subdivision was approved by the Kenai Peninsula Borough Planning Commission;
 - Submitted her resignation to the City.

K. ADDITIONAL PUBLIC COMMENT

Vice Mayor Molloy thanked the City Planner for her service to the City.

Council Member Knackstedt noted the Planner's thoroughness and expressed appreciation for her service.

Council Member Glendening echoed previous comments; noted he served on several external committees alongside the Planner and thanked for her service.

L. INFORMATIONAL ITEMS – None.

M. NEXT MEETING ATTENDANCE NOTIFICATION – September 9, 2020

N. COMMISSION COMMENTS & QUESTIONS

Commissioner Springer thanked the Planner for her service.

Commissioner Greenberg echoed gratitude for the Planner's service.

Commissioner McIntyre expressed displeasure with cell phone towers; expressed the Planner did an excellent job adding that the Planning Assistant also did a great job.

O. ADJOURNMENT

There being no further business before the Commission, the meeting was adjourned at 7:50 p.m.

Minutes prepared and submitted by:

Jamie Heinz, CMC
City Clerk

File Attachments for Item:

Resolution No. 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



**CITY OF KENAI
PLANNING AND ZONING COMMISSION
RESOLUTION NO. 2020-32**

A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI **RECOMMENDING** THE COUNCIL OF THE CITY OF KENAI RENAME DAUBENSPECK CIRCLE TO DAUBENSPECK ROAD ON THE PLAT FOR BARON PARK 2020 REPLAT

CURRENT OFFICIAL NAME: Daubenspeck Circle

RECOMMENDED OFFICIAL NAME: Daubenspeck Road

WHEREAS, Kenai Municipal Code 14.15.010(b)(2) provides that no street shall bear a name in language in conflict with suffixes required; and,

WHEREAS, “road” is the required suffix for the layout shown on the plat; and,

WHEREAS, Kenai Municipal Code 14.15.140 authorizes the Council of the City of Kenai to name and rename streets within City limits upon recommendation from the Planning and Zoning Commission and after consultation with the Kenai Peninsula Borough or any other affected municipality; and,

WHEREAS, the Kenai Peninsula Borough concurs with the street name change to Daubenspeck Road; and,

WHEREAS, the property owner of parcels adjacent to the street is the City of Kenai; and,

WHEREAS, the name change would not impact 911 navigation.

NOW, THEREFORE, BE IT RECOMMENDED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI, ALASKA:

Section 1. That the official name for Daubenspeck Circle be changed to Daubenspeck Road on the plat for Baron Park 2020 Replat.

Section 2. That a copy of Resolution PZ2020-32 be forwarded to the Kenai City Council.

PASSED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI, ALASKA, this 9th day of September, 2020.

JEFF TWAIT, CHAIRPERSON

Resolution No. PZ2020-##

Page 2 of 2

ATTEST:

JAMIE HEINZ, CMC, CITY CLERK



KENAI

City of Kenai | 210 Fidalgo Ave, Kenai, AK 99611-7794 | 907.283.7535 | www.kenai.city

STAFF REPORT

TO: Planning and Zoning Commission
FROM: Elizabeth Appleby, City Planner
DATE: September 1, 2020
SUBJECT: PZ2020-32 – Rename Daubenspeck Circle to Daubenspeck Road

Requested By: City of Kenai.
210 Fidalgo Avenue, Suite 200.
Kenai, AK 99611

Requested Action: Rename Daubenspeck Circle to Daubenspeck Road on the plat for Baron Park 2020 Replat

The City of Kenai Planning and Zoning Commission recommended approval of the plat for Baron Park 2020 Replat at their meeting on May 27, 2020 with Resolution No. PZ2020-10. The Kenai City Council also concurred with the vacation of the right-of-way for the cul-de-sac of Daubenspeck Circle because the road will extend back to Marathon Road with the plat for Baron Park 2020 Replat. In addition, the Kenai Peninsula Borough gave preliminary approval of the plat and it is currently pending final review by the Kenai Peninsula Borough. Prior to final approval, the Kenai Peninsula Borough recommended changing the street name of Daubenspeck Circle to Daubenspeck Road. Kenai Municipal Code 14.15.010(b)(2) states that, “no street established...shall bear a name in language in conflict with suffixes required”. Naming conventions for streets make “Daubenspeck Road” the best option.

Kenai Municipal Code 14.15.140 - Renaming streets provides that City Council may by resolution change or rename a street upon recommendation of the Planning and Zoning Commission and after consultation with the Kenai Peninsula Borough. In email correspondence, the Kenai Peninsula Borough and City Administration agree that Daubenspeck Road is the best fit to meet naming conventions for the plat of Baron Park 2020 Replat while causing minimum disruptions in addressing. The City of Kenai owns all of the adjacent parcels to the street.

City staff recommends the Commission recommend approval of the name change from Daubenspeck Circle to Daubenspeck Road (instead of the initially proposed name of Daubenspeck Loop Road) on the plat of Baron Park 2020 Replat. The recommendation will be provided to the Kenai City Council. Resolution PZ2020-32, a map of the current parcel layout, and a map of the proposed changes to the plat of Baron Park 2020 Replat are attached to this staff report.



Aerial Map: Resolution PZ2020-32
Current Layout and Street Name
for Area Covered by Baron Park 2020 Replat



LEGEND:

- 3 1/4" ALUM. CAP MONUMENT FOUND
- 5/8" REBAR w/PLASTIC CAP FOUND
- 5/8" REBAR w/PLASTIC CAP LS8859 SET
- () RECORD DATUM PLAT 2012-89 KRD

NOTES:

- 1) This subdivision is subject to City of Kenai Chapter 14 zoning regulations.
- 2) Basis of bearing taken from Baron Park 2012 Addition, Plat 2012-89, Kenai Recording District.
- 3) Further development of the property shall conform to all federal, State of Alaska, and local regulations.
- 4) Front 15 feet adjacent to rights-of-way is also a utility easement. No permanent structure shall be constructed or placed within a utility easement which would interfere with the ability of a utility to use the easement.
- 5) **WASTEWATER DISPOSAL:** Plans for wastewater disposal, that meet regulatory requirements are on file at the Department of Environmental Conservation.

Engineer _____ License No. _____ Date _____

PLAT APPROVAL

THIS PLAT WAS APPROVED BY THE KENAI PENINSULA BOROUGH PLANNING COMMISSION AT THE MEETING OF

KENAI PENINSULA BOROUGH

AUTHORIZED OFFICIAL _____



SURVEYOR'S CERTIFICATE

I hereby certify that I am properly registered and licensed to practice land surveying in the State of Alaska, this plat represents a survey made by me or under my direct supervision, the monuments shown hereon actually exist as described, and all dimensions and other details are correct.

Date _____

KN 2007-8
Tract A1

KN 2013-44
Lot 8

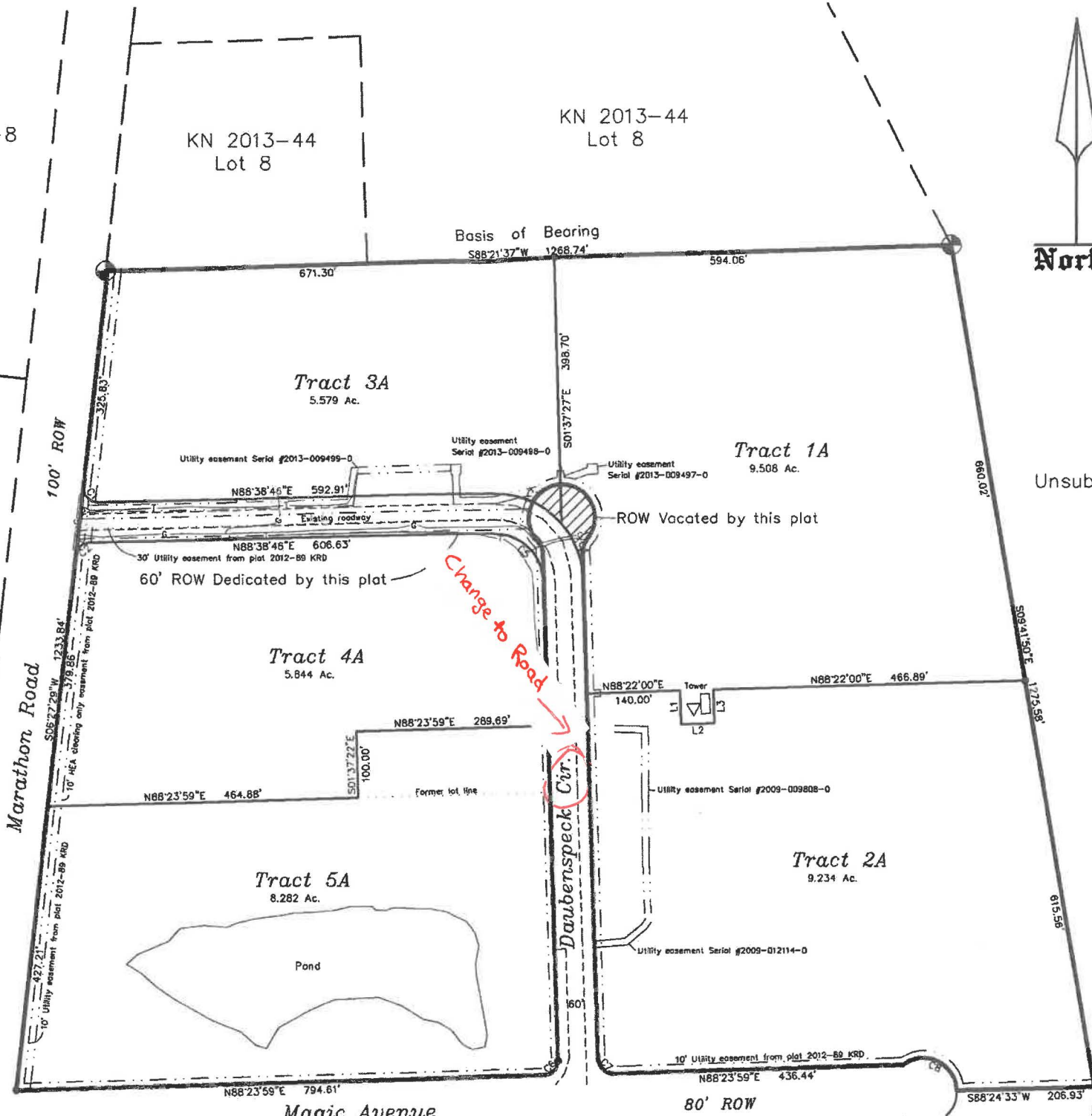
KN 2013-44
Lot 8

KN 2007-8
Tract B1

KN 2001-56
Tract A

KN 2006-25
Lot A

KN 2013-44
Lot 8

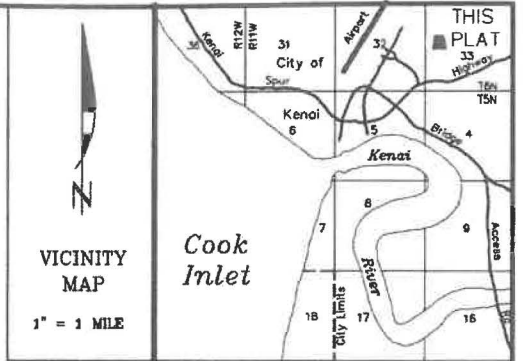


Line Table

Line #	Direction	Length
L1	N01°37'22"W	50.00'
L2	N88°22'00"E	50.00'
L3	N01°37'22"W	50.00'

Curve Table

Curve #	Delta	Radius	Length	Tangent	Chord	Chord Bearing
C1	34.14	20.00'	34.14'	22.93'	30.15'	S42°26'53"E
C2	26.69	20.00'	28.69'	17.44'	26.29'	S47°33'07"W
C3	119.88	135.00'	119.88'	84.22'	115.98'	N65°34'50"W
C4	91.54	135.00'	91.54'	47.61'	89.80'	N21°02'54"W
C5	117.46	75.00'	117.46'	74.65'	105.82'	N46°29'18"W
C6	31.42	20.00'	31.42'	20.01'	28.29'	N43°23'18"E
C7	31.41	20.00'	31.41'	19.99'	28.28'	S46°38'42"E
C8	110.88	50.00'	110.88'	100.40'	89.51'	N64°56'52"W



CERTIFICATE of OWNERSHIP and DEDICATION

I, THE UNDERSIGNED, HEREBY CERTIFY THAT THE CITY OF KENAI IS THE OWNER OF THE REAL PROPERTY SHOWN AND DESCRIBED HEREON, AND ON BEHALF OF THE CITY OF KENAI, I HEREBY ADOPT THIS PLAN OF SUBDIVISION AND BY MY FREE CONSENT DEDICATE ALL RIGHTS-OF-WAY AND GRANT ALL EASEMENTS TO THE USE SHOWN.

PAUL OSTRANDER, CITY MANAGER
CITY OF KENAI
210 FIDALGO AVENUE
KENAI, ALASKA 99611

NOTARY'S ACKNOWLEDGEMENT

FOR _____
ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____ 20____

NOTARY PUBLIC FOR ALASKA
MY COMMISSION EXPIRES _____

CERTIFICATE of ACCEPTANCE

THE UNDERSIGNED OFFICIAL IDENTIFIED BY NAME AND TITLE IS AUTHORIZED TO ACCEPT AND HEREBY ACCEPTS ON BEHALF OF THE CITY OF KENAI FOR PUBLIC USES AND FOR PUBLIC PURPOSES THE REAL PROPERTY TO BE DEDICATED BY THIS PLAT INCLUDING EASEMENTS, RIGHTS-OF-WAY, ALLEYS, AND OTHER PUBLIC AREAS SHOWN ON THIS PLAT IDENTIFIED AS FOLLOWS: DAUBENSPECK CIRCLE DEDICATION. THE ACCEPTANCE OF LANDS FOR PUBLIC USE OR PUBLIC PURPOSE DOES NOT OBLIGATE THE PUBLIC OR ANY OTHER GOVERNING BODY TO CONSTRUCT, OPERATE, OR MAINTAIN IMPROVEMENTS.

PAUL OSTRANDER, CITY MANAGER
CITY OF KENAI

KPB FILE No.

Baron Park 2020 Replat

Aresubdivision of Tracts 1-5, Baron Park 2012 Addition, Plat 2012-89, Kenai Recording District.

Located within the W1/2 Section 33, T6N, R11W, S.M., City of Kenai, Kenai Peninsula Borough, Alaska.

Containing 39.288 Ac.

Surveyor Segesser Surveys 30485 Rosland St. Soldotna, AK 99669 (907) 282-3909	Owner City of Kenai 210 Fidalgo Ave. Kenai, Alaska 99611
JOB NO. 20024	DRAWN: 4-30-2020
SURVEYED: April, 2020	SCALE: 1"=100'
FIELD BOOK: 19-5	SHEET: 1 of 1

File Attachments for Item:

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



KENAI

City of Kenai | 210 Fidalgo Ave, Kenai, AK 99611-7794 | 907.283.7535 | www.kenai.city

MEMORANDUM

TO: Planning and Zoning Commission
FROM: Elizabeth Appleby, City Planner
DATE: September 3, 2020
SUBJECT: **Recommendation – Execution of a Lease of Airport Reserve Lands Between the City of Kenai and Kenai Aviation Operations, LLC**

Kenai Aviation Operations, LLC (Kenai Aviation Operations) submitted an application to the City for a Lease of Airport Reserve Lands for the property described as Lot 9A, Block 5, General Aviation Apron Subdivision No. 5 located at 155 N. Willow St. The Kenai Peninsula Borough parcel number is 04324026. The application requests a term of 45 years, with an investment value of \$2 million dollars. Pursuant to the term table in Kenai Municipal Code (KMC) 21.10.080 (b), the applicant qualifies for a term of 45 years. Pursuant to Kenai Municipal Code 21.10.075 – Leasing and Acquisition of Airport Reserve Lands, Competing Applications, the City posted notice of the lease application and has not received a competing lease application for the parcel. The period of 30 days to accept competing lease applications expires after September 20, 2020. It is recommended that City Council's approval not take effect until September 21, 2020.

The applicant states that the use of the premises will be a hangar and office space. The applicant intends to start construction in October 2020 and finish in June 2021. The applicant expects the lease use to support transportation and flight training. The applicant has an existing lease within the Airport Reserve and is current on obligations due to the City for that lease.

The parcel is within the Airport Light Industrial (ALI) Zone per Kenai Municipal Code (KMC) 14.20.065. The intent of the ALI Zone is to protect the viability of the Kenai Municipal Airport as a significant resource to the community by encouraging compatible land uses and reducing hazards that may endanger the lives and property of the public and aviation users. The proposed uses by Kenai Aviation Operations are permitted and compatible uses in the ALI Zone.

The proposed use by Kenai Aviation Operations complies with the 2016 Imagine Kenai 2030 Comprehensive Plan. It supports Goal 5-Transportation, which has a vision for Kenai Municipal Airport as a gateway to the Kenai Peninsula and West Cook Inlet.

Does the Planning and Zoning Commission recommend the City approve a lease application from Kenai Aviation Operations for Lot 9A, Block 5, General Aviation Apron Subdivision No. 5 for the use of hangar with office space for a term of 45 years? The Kenai City Council will be notified of the Planning and Zoning Commission's decision as part of their evaluation of the lease application. The Planning and Zoning Commission makes their decision

on lease applications based on the proposed development's compliance with City's Comprehensive Plan and the Zoning Code. The Airport Commission will also review the application and provide a recommendation to City Council.

Thank you for your consideration.

Attachments:

- Application
- Preliminary Site Plan
- Aerial Map





City of Kenai Land Lease Application

Application for:	<input checked="" type="checkbox"/> New Lease
<input type="checkbox"/> Amendment	<input type="checkbox"/> Extension
<input type="checkbox"/> Assignment	<input type="checkbox"/> Renewal
Application Date:	8/16/2020

Applicant Information

Name of Applicant:	Kenai Aviation Operations LLC						
Mailing Address:	101 N Willow Street	City:	Kenai	State:	AK	Zip Code:	99611
Phone Number(s):	Home Phone:	Work/ Message Phone: 907-283-4124					
E-mail: (Optional)	Contact @ kenaiaviation.com						
Name to Appear on Lease:	Same						
Mailing Address:	Same		City:	State:	Zip Code:		
Phone Number(s):	Home Phone:	Work/ Message Phone:					
E-mail: (Optional)							
Type of Applicant:	<input type="checkbox"/> Individual (at least 18 years of age) <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Government <input checked="" type="checkbox"/> Limited Liability Company (LLC) <input type="checkbox"/> Other _____						

Property Information and Term Requested

Legal description of property (or, if subdivision is required, a brief description of property):	
155 N. Willow Street Lot 9A, Block 5, GAA. Subd. No. 5	Parcel id: 04324026
Does the property require subdivision? (if Yes, answer next questions)	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Subdivision costs are the responsibility of the applicant unless the City Council determines a subdivision serves other City purposes:	
1. Do you believe the proposed subdivision would serve other City purposes?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
2. If determined it does not, applicant is responsible for all subdivision costs.	Initials <u>JMC</u>
If an appraisal is required to determine the minimum price on the land, applicant is responsible for the deposit to cover costs associated with appraisal. If a sale is approved, the cost of the appraisal will be either refunded or credited to the applicant.	Initials <u>JMC</u>
It is the responsibility of the applicant to cover recording costs associated with lease.	Initials <u>JMC</u>
Do you have or have you ever had a Lease with the City? (if Yes, answer next question)	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
1. Legal or brief description of property leased:	
170 Granite Point Court	
Request a Lease with an Option to Purchase once development requirements are met?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Requested term for Initial Lease or Renewal (based on Term Table, not to exceed 45 years):	MAX
Requested term for Lease Extension (based on Term Table, not to exceed a total of 45 Years):	
Requested Starting Date:	

Proposed Use and Improvements

Proposed Use (check one): Aeronautical Non-Aeronautical

Do you plan to construct new or additional improvements? (if Yes, answer next five questions) YES NO

1. Will the improvement change or alter the use under an existing lease? YES NO

2. What is the proposed use of the improvement? *Hangar/office*

3. What is the estimated value of the improvement? *7,000,000+*

4. What is the nature and type of improvement?

New Hangar/office

5. What are the dates construction is estimated to commence and be completed?

(generally, construction must be completed within two years)

Estimated Start Date: *10/2020*

Estimated Completion Date: *6/2021*

Describe the proposed business or activity intended:

Airline

How does the proposed lease support a thriving business, residential, recreational, or cultural community?

Transportation & flight training

Lease Assignment Only: What is the name of the individual or legal entity the lease is to be assigned?

Lease Renewal Only

Renewal of an Existing Lease (at least one year of term remaining): Requires new development.

Lease Term based on: Estimated cost of new improvements and Purchase Price (optional)

Renewal of an Expiring Lease (less than one year of term remaining): Does not require new development.

Lease Term based on: Purchase Price Professional Estimate of Remaining Useful Life

Fair Market Value appraisal and/or Estimated cost of new improvements (optional)

Requested Term for Renewal Based on Term Table, not to exceed 45 Years:

Submitting an application for a lease does not give the applicant a right to lease or use the land requested in the application. The application shall expire twelve (12) months after the date the application has been made if the City and the applicant have not, by that time, entered into a lease, unless the City Council for good cause grants an extension for a period not to exceed six (6) months. The City has no obligation to amend, renew or extend a lease and may decline to do so upon making specific findings as to why a lease renewal, extension, or amendment is not in the best interest of the City

Signature:	<i>Joel Caldwell</i>	Date:	<i>8/16/20</i>
Print Name:	<i>Joel Caldwell</i>	Title:	<i>Owner</i>

For City Use Only:

- General Fund Airport Reserve Land
 Airport Fund Outside Airport Reserve

Account Number:

Date Application Fee Received:

Date Application Determined Complete:

30-Day Notice Publication Date:

City Council Action/Resolution:

8-19-20

8/25/20

8-21-20

PLAT APPROVAL

This plat was approved by the KENAI PENINSULA BOROUGH PLANNING COMMISSION

At its meeting of

March 25, 2008
KENAI PENINSULA BOROUGH by

[Signature]
Planning Officer

CERTIFICATE OF OWNERSHIP AND DEDICATION

We hereby certify that we are the owners of the real property shown and described herein, and that we hereby dedicate this area of subdivision and by our true consent dedicate all rights-of-way and public areas to public use and grant all easements to be used shown

[Signature]

Rob R. Kosa
City Manager, City of Kenai
210 Peapack Ave
Kenai, AK 99511

NOTARY'S ACKNOWLEDGEMENT

FOR: Rob R. Kosa

Subscribed and sworn before me this

25th day of March, 2008

My commission expires 07/18/2012

[Signature]
Notary Public for the State of Alaska



LESSEE CERTIFICATE

Arctic Baraboo Advisors, INC. hereby certifies that we are the lessee of the lot shown and described herein, and that we approve this subdivision

Joel Carlson
Director, Arctic Baraboo Advisors, INC
135 Granite Point Court
Kenai, Alaska 99511

NOTARY'S ACKNOWLEDGEMENT

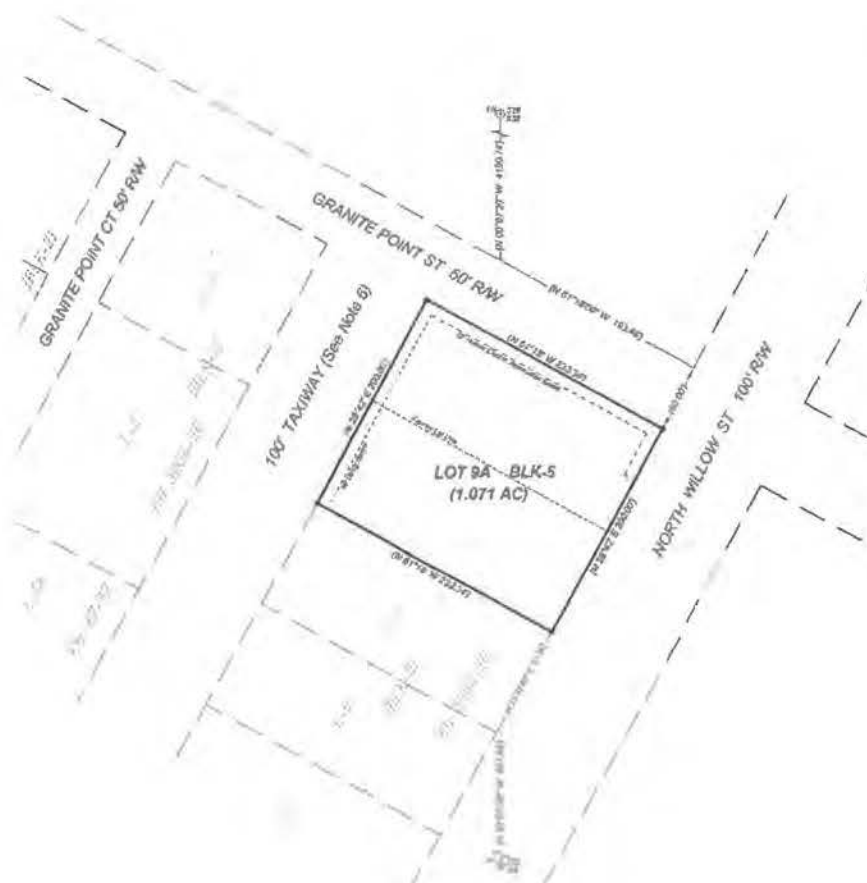
FOR: Joel Carlson

Subscribed and sworn before me this

25th day of March, 2008

My commission expires 07/18/2012

[Signature]
Notary Public for the State of Alaska



- LEGEND**
- Monument of Record
 - Iron Pin of Record
 - Recorded Data PM KN 2004-20
 - () Correlated from Record Data File KN 2004-20 and (N) 87-81

- NOTES**
- 1) The calls on this plat are survey information of record from General Aviation Apron S/D No. 1 Amended Plat (KN 2004-20)
 - 2) NO FIELD SURVEY WAS PERFORMED.
 - 3) All waste disposal systems shall comply with existing laws at the time of construction.
 - 4) These lots are served by city water and sewer.
 - 5) WASTEWATER DISPOSAL: Plans for wastewater disposal, the most regulatory requirements are on file at the Department of Environmental Conservation.
 - 6) The City of Kenai has subcommittee and regulatory oversight via.
 - 7) All permanent structures shall be constructed or placed within a utility easement that would interfere with the ability of a utility to use the easement.

RECORDED

DATE: _____ TIME: _____

RECORDED BY: TAYLOR CREEK SURVEYS
POB 2542
KENAI, AK 99511

2008-03
Date: _____
Prepared by: E. Blakely
Author: _____

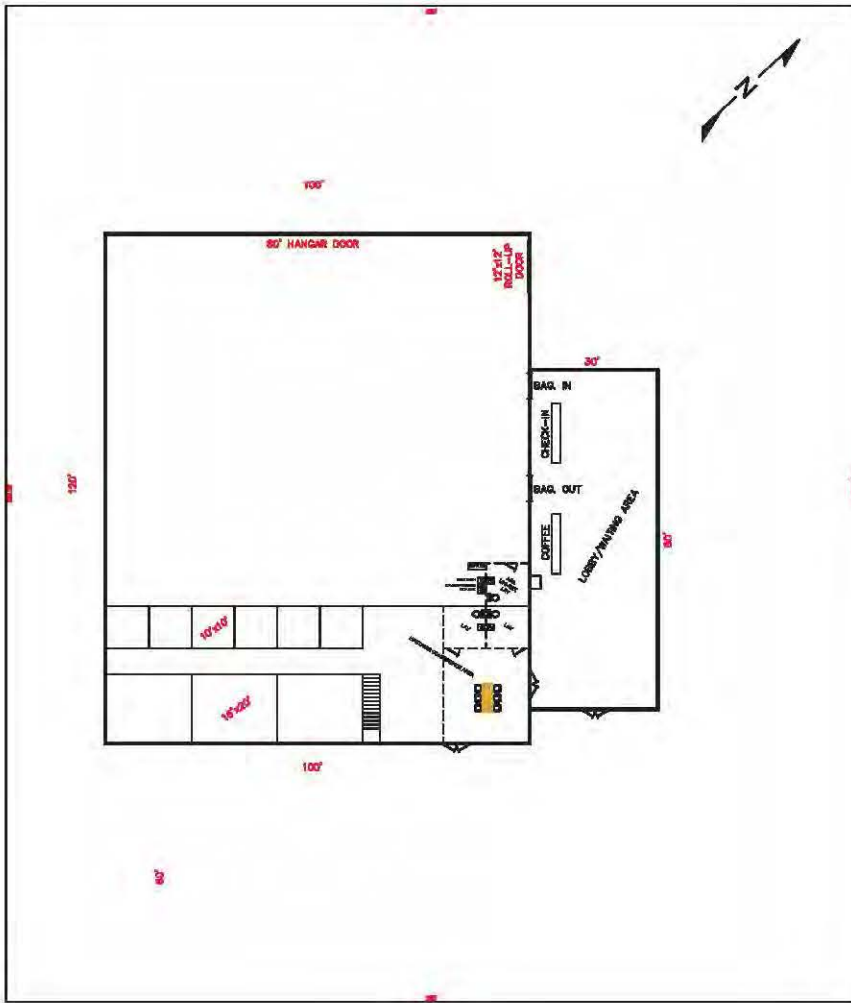


GENERAL AVIATION APRON S/D No. 5
A Replat of Lot 8 Block 5 & Lot 9 Block 5
GENERAL AVIATION APRON S/D No. 1 AMENDED
(Plat KN 2004-20)

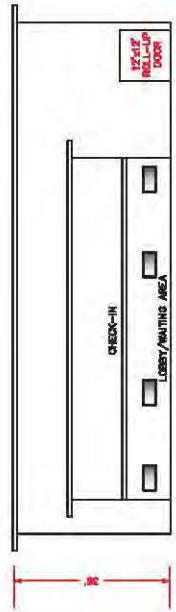
LOCATION
1.071 ACRES MORE OR LESS LOCATED IN THE S 1/2 SECTION 32, T6N, R11W
23A, AK, IN THE CITY OF KENAI, AND THE KENAI PENINSULA
BOROUGH IN THE KENAI RECORDING DISTRICT.

Client: Arctic Baraboo Advisors, INC. Prepared by: Taylor Creek Surveys
Joel Carlson POB 2542 Kenai, AK 99511
135 Granite Point Court info@taylorcreeksurveys.com 204-6027 (Mobile Office)
KENAI, AK 99511 Service# 2008-03 (N) 2007 2004-20 and 11/01/07

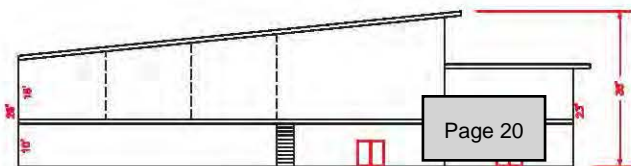
DATE: 6/28/08 SCALE: 1" = 50' SHEET 1 of 1
DRAWN BY: jcm FILE: KPA 742-06-021-F.dwg KPA 742-06-021-F.dwg
2008-10-1



GRANITE POINT STREET



NORTH WILLOW STREET





Aerial Map: Recommendation for Lease Application


Parcel 04324026

155 North Willow Street

Lot 9A, Block 5, General Aviation Apron Subdivision No. 5



LEGEND

 Parcel Requested in Lease Application

0 20 40 Feet

Date: September 2020

Data Source: Kenai Peninsula Borough. Data is for graphic representation. Imagery may not match true parcel boundaries.

File Attachments for Item:

City Council



Kenai City Council - Regular Meeting

September 02, 2020 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

****Telephonic/Virtual Information on Page 4****

www.kenai.city

Action Agenda

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval
4. Consent Agenda (*Public comment limited to three (3) minutes) per speaker; thirty (30) minutes aggregated*)

All items listed with an asterisk () are considered to be routine and non-controversial by the council and will be approved by one motion. There will be no separate discussion of these items unless a council 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.

B. SCHEDULED PUBLIC COMMENTS

(Public comment limited to ten (10) minutes per speaker)

1. **Twyla Mundy** - Plan of Action-Need for Cold-Weather Shelter, Temporary Housing.

C. UNSCHEDULED PUBLIC COMMENTS

(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)

D. PUBLIC HEARINGS

1. **UNANIMOUSLY POSTPONED TO 09/16/2020. Ordinance No. 3155-2020** - Increasing Estimated Revenues and Appropriations in the Airport Improvements Capital Project Fund and Accepting a Grant from The Federal Aviation Administration for Phase One Construction of a New Sand Storage Facility. (Administration)
2. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3156-2020** - Increasing Estimated Revenues and Appropriations in the Water and Sewer Special Revenue and Water and Sewer Improvements Capital Project Funds and Awarding a Construction Agreement for Improvements to the Wasting Activated Sludge Pumps at the Waste Water Treatment Plant. (Administration)
3. **UNANIMOUSLY POSTPONED TO 10/07/2020. Ordinance No. 3157-2020** - Amending Kenai Municipal Code Section 1.85.010 – Report of Financial and Business Interests, to Allow for Certification by Municipal Officers that a Previously Filed Statement of Disclosure Remains Accurate and Approving an Alternate Certification. (Vice Mayor Molloy)

4. **ADOPTED UNANIMOUSLY. Resolution No. 2020-73** - Further Extending the Disaster Emergency Declaration for the City of Kenai Made on March 18, 2020 in Response to the COVID-19 Health Emergency. (Administration) [**Clerk's Note:** Ordinance No. 3158-2020 is contingent upon this resolution being adopted.]
5. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3158-2020** - Increasing Estimated Revenues and Appropriations in the COVID-19 CARES Act Recovery Fund and Accepting a CARES Act Grant Passed Through the Kenai Peninsula Borough. (Administration)
6. **ADOPTED UNANIMOUSLY. Resolution No. 2020-70** - Amending the City's Grant Disbursement Program for Small Businesses and Non-Profit Organizations Utilizing Funds from the Coronavirus Aid, Relief, And Economic Security (CARES) Act and Authorizing the City Manager to Enter into Agreements with Alaska Housing Finance Corporation (AHFC) for Housing Relief Program Administration and with the Kenai Peninsula Food Bank for Food Distribution in Kenai. (Administration)
7. **ENACTED UNANIMOUSLY. Ordinance No. 3159-2020** - Accepting and Appropriating a Municipal Arts & Culture Matching Grant from the Rasmuson Foundation in the COVID-19 CARES Act Recovery Fund. (Administration)
8. **ENACTED UNANIMOUSLY. Ordinance No. 3160-2020** - Increasing Estimated Revenues and Appropriations in the Airport Special Revenue and the Airport Equipment Capital Project Fund and Decreasing Revenues and Appropriations in the Airport Equipment Capital Project Fund for Costs Ineligible Under the Federal Aviation Administration's Airport Improvement Grant Program for the Purchase of Snow Removal Equipment (SRE) - Loader With Attachments. (Administration)
 1. Motion for Introduction
 2. Motion for Second Reading (Requires a Unanimous Vote)
 3. Motion for Adoption (Requires Five Affirmative Votes)
9. **ENACTED UNANIMOUSLY. Ordinance No. 3161-2020** - Increasing Estimated Revenues and Appropriations in the COVID-19 Cares Act Recovery Fund and Accepting a CARES Act Grant Passed through the Kenai Peninsula Borough for Kenai Senior Center Expenditures in Response to the COVID-19 Public Health Emergency. (Administration)
 1. Motion for Introduction
 2. Motion for Second Reading (Requires a Unanimous Vote)
 3. Motion for Adoption (Requires Five Affirmative Votes)
10. **UNANIMOUSLY POSTPONED INDEFINITELY. Resolution No. 2020-71** - Approving an Airline Operating Agreement and Terminal Area Lease with Corvus Airlines, Inc., D/B/A Ravn Alaska. (Administration)
11. **ADOPTED UNANIMOUSLY. Resolution No. 2020-72** - Approving the Execution of a Forty-Five Year Lease of Airport Reserve Lands Using the Standard Lease Form Between the City of Kenai and Alaska Air Fuel, Inc., for a Portion of Lot 5, FBO Subdivision No. 8. (Administration)

12. **ADOPTED UNANIMOUSLY AS AMENDED. Resolution No. 2020-74** - Amending the Agreement for Emergency Services Training and Clinical Experiences with the University of Alaska to Accommodate Overnight Stays and Update Insurance Requirements. (Administration)
13. **ADOPTED AS AMENDED. Resolution No. 2020-75** - Adopting Joint Resolution No. 2020-001 of the Assembly of the Kenai Peninsula Borough and Councils of the City of Kenai and City of Soldotna Encouraging All Residents to Take the Necessary Precautions and Follow the Recommended Preventative Measures of the CDC to Reduce the Spread of COVID-19 in Our Community During the Public Health Emergency. (Mayor Gabriel)

E. MINUTES

1. **APPROVED BY THE CONSENT AGENDA.** *Regular Meeting of August 19, 2020. (City Clerk)

F. UNFINISHED BUSINESS

G. NEW BUSINESS

1. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Bills to be Ratified. (Administration)
2. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Purchase Orders Over \$15,000. (Administration)
3. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 09/16/2020.** *Ordinance No. 3162-2020 - Amending Municipal Code Section 23.50.010 – Employee Classification, to Amend a Class Title in the Supervisory and Professional Class. (Administration)
4. **APPROVED UNANIMOUSLY. Action/Approval** - Amending an Employment Agreement between the City of Kenai and City Clerk, Jamie Heinz, to Extend the Agreement. (Mayor Gabriel)
5. **APPROVED UNANIMOUSLY. Action/Approval** - Special Use Permit to Boys and Girls Club of the Kenai Peninsula for Temporary Use of Facilities at the Fire Training Facility. (Administration)
6. **Discussion** - Response to COVID-19. (Administration)

H. COMMISSION / COMMITTEE REPORTS

1. Council on Aging
2. Airport Commission
3. Harbor Commission
4. Parks and Recreation Commission
5. Planning and Zoning Commission
6. Beautification Committee
7. Mini-Grant Steering Committee

I. REPORT OF THE MAYOR

J. ADMINISTRATION REPORTS

1. City Manager
2. City Attorney
3. City Clerk

K. ADDITIONAL PUBLIC COMMENT

1. Citizens Comments (*Public comment limited to five (5) minutes per speaker*)
2. Council Comments

L. EXECUTIVE SESSION

1. Review and Discussion of the Terms of Employment Agreements for the City Manager, City Attorney, and City Clerk which, Pursuant to AS 44.62.310(c)(2) May be a Subject that Tends to Prejudice the Reputation and Character of the City Manager, City Attorney, and City Clerk and per AS 44.62.310(c)(1) is a Matter of which the Immediate Knowledge may have an Adverse Effect Upon the Finances of the City.

a. Action/Approval – Amending an Employment Agreement between the City of Kenai and City Attorney, Scott Bloom. (Mayor Gabriel)

b. Action/Approval - Amending an Employment Agreement between the City of Kenai and City Manager, Paul Ostrander. (Mayor Gabriel)

c. Action/Approval - Amending an Employment Agreement between the City of Kenai and City Clerk, Jamie Heinz. (Mayor Gabriel)

M. PENDING ITEMS

1. **Substitute Ordinance No. 3127-2020** - Repealing and Replacing Kenai Municipal Code Title 6 - Elections to Provide Clarity, Process Improvements, and Increase Voter Accessibility through Vote By Mail Elections. (Council Member Peterkin) [**Clerk's Note:** *At the August 19 Meeting, this item was Postponed to the 10/21/20 Council Meeting; a motion to enact is on the floor.*]
2. **Ordinance No. 3128-2020** - Amending Kenai Municipal Code Section 1.85.040 – Records Public, To Provide For A Record Retention Length. (City Clerk) [**Clerk's Note:** *At the August 19 Meeting, this item was Postponed to the 10/21/20 Council Meeting; a motion to enact is on the floor.*]

N. ADJOURNMENT

O. INFORMATION ITEMS

1. Purchase Orders Between \$2,500 and \$15,000.
2. ROSSIA Correspondence.

The agenda and supporting documents are posted on the City's website at www.kenai.city. Copies of resolutions and ordinances are available at the City Clerk's Office or outside the Council Chamber prior to the meeting. For additional information, please contact the City Clerk's Office at 907-283-8231.

Join Zoom Meeting

<https://us02web.zoom.us/j/81708470559>

Meeting ID: 817 0847 0559 **Passcode:** 216291

OR

Dial In: (253) 215-8782 or (301) 715-8592

Meeting ID: 817 0847 0559 **Passcode:** 216291

File Attachments for Item:

2. Kenai Peninsula Borough Planning



Planning Commission Action Agenda

144 N. Binkley Street, Soldotna, Alaska 99669 • (907) 714-2215 • (907) 714-2378 Fax

Betty J. Glick Assembly Chambers, Kenai Peninsula Borough George A. Navarre Administration Building

Marcus Mueller, Acting Planning Director • Charlie Pierce, Borough Mayor

*Blair Martin, Chair – Kalifornsky Beach ~ Robert Ruffner, Vice Chair – Kasilof/Clam Gulch
Syverine Abrahamson-Bentz, Parliamentarian – Anchor Point/Ninilchik ~ Jeremy Brantley – Sterling
Paulette Bokenko-Carluccio – City of Seldovia ~ Cindy Ecklund – City of Seward ~ Pamela Gillham – Ridge Way
Diane Fikes – City of Kenai ~ Virginia Morgan – East Peninsula ~ Franco Venuti – City of Homer*

August 24, 2020

7:30 p.m.

The hearing procedure for the Planning Commission public hearings are as follows:

- 1) Staff will present a report and staff recommendations on the item.
- 2) The Chair will ask for petitioner's presentation given by Petitioner(s) / Applicant (s) or their representative – 10 minutes
- 3) Public testimony on the issue. – 5 minutes
- 4) After testimony is completed, the Planning Commission may follow with questions. A person may only testify once on an issue unless questioned by the Planning Commission.
- 5) Staff may respond to any testimony given and the Commission may ask staff questions.
- 6) Rebuttal by the Petitioner(s) / Applicant(s) to rebut evidence or provide clarification but should not present new testimony or evidence.
- 7) The Chair closes the hearing and no further public comment will be heard.
- 8) The Chair entertains a motion and the Commission deliberates and makes a decision.

All those wishing to testify must wait for recognition by the Chair. Each person that testifies must write his or her name and mailing address on the sign-in sheet located by the microphone provided for public comment. They must begin by stating their name and address for the record at the microphone. All questions will be directed to the Chair. Testimony must be kept to the subject at hand and shall not deal with personalities. Decorum must be maintained at all times and all testifiers shall be treated with respect.

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF CONSENT AND REGULAR AGENDA

All items marked with an asterisk (*) are consent agenda items. Consent agenda items are considered routine and non-controversial by the Planning Commission and will be approved by one motion. There will be no separate discussion of consent agenda items unless a Planning Commissioner so requests. In that case, the item will be removed from the consent agenda and considered in its normal sequence on the regular agenda.

If you wish to comment on a consent agenda item or a regular agenda item other than a public hearing, please advise the recording secretary before the meeting begins, and she will inform the Chair of your wish to comment.

***1. Time Extension Request – None**

***2. Planning Commission Resolutions - None**

***3. Plats Granted Administrative Approval –**

***4. Plats Granted Final Approval (20.10.040)**

- a. Chris Little Subdivision [KPB File 2020-19]

***5. Plat Amendment Request**

- a. Bailey Meadow Amended
KPB File 2020-014A; [Peninsula Surveying/Chivers, Bailey]
Recording No. HM 2020-17
Location: Oil Well Rd, Hostetter St. & Issemoyer St.

***6. Utility Easement Vacations - None**

***7. Commissioner Excused Absences**

***8. Minutes**

August 10, 2020 Planning Commission Meeting

Motion to approve the consent and regular agendas passed by unanimous vote.

D. UNFINISHED BUSINESS - None

E. PUBLIC HEARINGS

1. Retail Marijuana Store License
 Fat Tops, LLC/Russell Turgeon
 Parcel Number: 057-540-18 & 05754017
 35975 Kenai Spur Highway, Soldotna, AK 99669

Motion to forward to the Assembly the application for a retail marijuana store license, passed by majority vote. (9-Yes, 1-No)

F. UTILITY EASEMENT VACATIONS

1. Location: Vacate the 10 foot utility easement adjoining the southern boundary of Lot 4, Eventyr Subdivision (Plat KN 83-149), the 10 foot utility easement, excluding the west 10 feet, adjoining the north boundary of Lots 5, and the 10 foot utility easement adjoining the north and east boundary of Lot 6 Eventyr Subdivision No. 2 (Plat KN 86-75), granted by Eventyr Subdivision (Plat KN 83-149) and Eventyr Subdivision No. 2 (Plat KN 86-75); within SW1/4, Section 34, Township 6 North, Range 11 West, Seward Meridian, Alaska, within the Kenai Peninsula Borough; KPB File 2020-079V; Petitioner(s)/Owner(s): Molly E. Hannigan & Christopher Johnson

Motion to approve the vacation as petitioned, passed by unanimous vote.

G. ANADROMOUS WATERS HABITAT PROTECTION DISTRICT

1. Resolution 2020-23; Conditional Use Permit for improvements to the Sterling Hwy between MP 45-60; Cooper Landing Area; Petitioner: AK Department of Transportation & Public Facilities, Anchorage, AK.

Motion to approve the conditional use permit, passed by unanimous vote.

2. Resolution 2020-22; Conditional Use Permit for the placement of a foot bridge to access island properties in Castaway Cove Homeowners Association; Kalifornsky Area; Petitioner: Castaway Cove Home Owners Association, Anchorage, AK

Motion to approve the conditional use permit, passed by unanimous vote.

H. VACATIONS NOT REQUIRING A PUBLIC HEARING – None

I. SPECIAL CONSIDERATIONS

1. Building Setback Exception
 Mountain Ash Subdiviaion Lot 6B (Plat HM 81-52)
 KPB File 2020-086; PC Resolution 2020-20
 Location: Off Hutler Rd & East End Rd
 Fritz Creek Area

Motion to grant the building set back exception, passed by unanimous vote.

J. SUBDIVISION PLAT PUBLIC HEARINGS

1. The Plat Committee reviewed 8 preliminary plats

L. OTHER/NEW BUSINESS

M. PUBLIC COMMENT/PRESENTATIONS/COMMISSIONERS

(Items other than those appearing on the agenda or scheduled for public hearing. Limited to five minutes per speaker unless previous arrangements are made.)

N. PENDING ITEMS FOR FUTURE ACTION

O. ASSEMBLY COMMENTS

P. LEGAL REPRESENTATIVE COMMENTS

Q. DIRECTOR'S COMMENTS

R. COMMISSIONER COMMENTS

S. ADJOURNMENT

T. MISCELLANEOUS INFORMATIONAL ITEMS

**MISCELLANEOUS INFORMATIONAL ITEMS
NO ACTION REQUIRED**

NEXT REGULARLY SCHEDULED PLANNING COMMISSION MEETING

The next regularly scheduled Planning Commission meeting will be held **Monday, September 14, 2020** in the Betty J. Glick Assembly Chambers of the Kenai Peninsula Borough George A. Navarre Administration Building, 144 North Binkley St, Soldotna, Alaska at **7:30 p.m.**

ADVISORY PLANNING COMMISSION MEETINGS

ADVISORY COMMISSION	MEETING LOCATION	DATE	TIME
Anchor Point	Anchor Point Chamber of Commerce	TBD	7:00 PM
Cooper Landing	Zoom	9/9/20	6:00 PM
Funny River	Zoom	9/10/20	6:00 PM
Kalifornsky	Zoom	9/9/20	6:00 PM
Kachemak Bay	Zoom	9/10/20	7:00 PM
Moose Pass	Moose Pass Community Hall	TBD	6:00 PM
Hope / Sunrise	Hope Social Hall	TBD	6:00 PM

NOTE: Advisory planning commission meetings are subject to change. Please verify the meeting date, location, and time with the advisory planning commission chairperson. Chairperson contact information is on each advisory planning commission website. Links to the websites can be found on the Planning Department website.

CONTACT INFORMATION

KENAI PENINSULA BOROUGH PLANNING DEPARTMENT

Phone: 907-714-2215

Phone: toll free within the Borough 1-800-478-4441, extension 2215

Fax: 907-714-2378

e-mail address: planning@kpb.us

website: <http://www.kpb.us/planning-dept/planning-home>

A party of record may file an appeal of a decision of the Planning Commission in accordance with the requirements of the Kenai Peninsula Borough Code of Ordinances. An appeal must be filed with the Borough Clerk within 15 days of the notice of decision, using the proper forms, and be accompanied by the filing and records preparation fees.

Vacations of right-of-ways, public areas, or public easements outside city limits cannot be made without the consent of the borough assembly. Vacations within city limits cannot be made without the consent of the city council. The assembly or city council shall have 30 calendar days from the date of approval in which to veto the planning commission decision. If no veto is received within the specified period, it shall be considered that consent was given.

A denial of a vacation is a final act for which the Kenai Peninsula Borough shall give no further consideration. Upon denial, no reapplication or petition concerning the same vacation may be filed within one calendar year of the date of the final denial action except in the case where new evidence or circumstances exist that were not available or present when the original petition was filed.



Plat Committee Action Agenda

144 N. Binkley Street, Soldotna, Alaska 99669 • (907) 714-2200 • (907) 714-2378 Fax

Betty J. Glick Assembly Chambers, Kenai Peninsula Borough George A. Navarre Administration Building

Paulette Bokenko-Carluccio – City of Seldovia **Cindy Ecklund** – City of Seward

Robert Ruffner – Kasilof/Clam Gulch **Diane Fikes** – City of Kenai

August 24, 2020
6:00 p.m.

Due to the current COVID-19 pandemic and CDC guidelines, the meeting will not be physically open to the public. The meeting will be held through Zoom. The Planning Commission and staff members will be attending via teleconferencing. The public will be able to listen or participate. To join the meeting from a computer visit <https://zoom.us/j/2084259541>. To attend the Zoom meeting by telephone call toll free **1-888-788-0099** or **1-877-853-5247**. When calling in you will need the Meeting ID **208 425 9541**. If you connect by computer and do not have speakers or a microphone, connect online and then select phone for audio. A box will come up with toll free numbers, the Meeting ID, and your participant number. Detailed instructions will be posted on the Planning Commission's webpage prior to the meeting. <https://www.kpb.us/planning-dept/planning-commission>

The hearing procedure for the Plat Committee public hearings are as follows:

- 1) Staff will present a report and staff recommendations on the item.
- 2) The Chair will ask for petitioner's presentation given by Petitioner(s) / Applicant (s) or their representative – 10 minutes
- 3) Public testimony on the issue. – 5 minutes
- 4) After testimony is completed, the Plat Committee may follow with questions. A person may only testify once on an issue unless questioned by the Plat Committee.
- 5) Staff may respond to any testimony given and the Committee may ask staff questions.
- 6) Rebuttal by the Petitioner(s) / Applicant(s) to rebut evidence or provide clarification but should not present new testimony or evidence.
- 7) The Chair closes the hearing and no further public comment will be heard.
- 8) The Chair entertains a motion and the Committee deliberates and makes a decision.

All those wishing to testify must wait for recognition by the Chair. Each person that testifies must write his or her name and mailing address on the sign-in sheet located by the microphone provided for public comment. They must begin by stating their name and address for the record at the microphone. All questions will be directed to the Chair. Testimony must be kept to the subject at hand and shall not deal with personalities. Decorum must be maintained at all times and all testifiers shall be treated with respect.

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF AGENDA, EXCUSED ABSENCES, AND MINUTES

1. Agenda
2. Member/Alternate Excused Absences
3. Minutes
August 10, 2020 Plat Committee Meeting

Motion to approve the agenda, excused absences, and minutes was approved by unanimous vote.

D. PUBLIC COMMENT

(Items other than those appearing on the agenda or not scheduled for public hearing. Limited to five minutes per speaker unless previous arrangements are made.)

E. SUBDIVISION PLAT PUBLIC HEARINGS

1. Mid River Estates Part 2 Dorland Replat
KPB File 2020-091; [Edge/Dorland]
Off Mid River & State Park Road
Funny River APC

Motion to grant preliminary approval, subject to staff recommendations and compliance with borough code, passed by unanimous vote.

2. Bryson Subdivision 2020 Addition
KPB File 2020-089; [Johnson/McCarty]
Off of Old Seward Road & Seward Highway
Bear Creek Area

Motion to postpone until brought back by staff, passed by unanimous vote.

3. Saindon Subdivision 2020 Addition
KPB File 2020-083; [Johnson/Herndon]
Off the Seward Highway North of Seward
Bear Creek Area

Motion to grant preliminary approval, subject to staff recommendations and compliance with borough code, passed by unanimous vote.

Motion to grant exception request to KPB 20.30.170-Block length requirements, passed by unanimous vote.

Motion to grant exception request to KPB 20.30.190(B)-Lot dimensions, passed by unanimous vote.

4. The Point Subdivision
KPB File 2020-085; [McLane/McDonald]
Nash Road
Seward Area

Motion to grant preliminary approval, subject to staff recommendations and compliance with borough code, passed by unanimous vote.

Motion to grant exception request to KPB 20.30.170-Block length, requirements passed by unanimous vote.

Motion to grant exception request to KPB 20.30.190(A)-Lot dimensions, passed by unanimous vote.

5. Van Lier Subdivision
KPB File 2020-090; [McLane/Van Lier]
Off Brenda Way, Delice Drive & Mackey Lake Road
Ridgeway Area

Motion to grant preliminary approval, subject to staff recommendations and compliance with borough code, passed by unanimous vote.

Motion to grant exception request to KPB 20.30.170-Block length & KPB 20.30.030(A)-Street layout, passed by unanimous vote.

- 6. Monument Rock Subdivision Addition No. 1
 KPB File 2020-087; [Segesser/Twin Rivers Resources Inc., Sisson]
 Rozak Street & Arc Loop Road
 Kalifornsky APC

Motion to grant preliminary approval, subject to staff recommendations and compliance with borough code, passed by unanimous vote.

Motion to grant exception request to KPB 20.20.190-Lot dimensions, passed by unanimous vote.

- 7. Saddle Ridge Subdivision Baxter Replat
 KPB File 2020-081; [Segesser/Baxter]
 Off of Saddleback Circle & Echo Lake Road
 Kalifornsky APC

Motion to grant preliminary approval, subject to staff recommendations and compliance with borough code, passed by unanimous vote.

- 8. Ten Mar Ranch McWethy Addition
 KPB File 2020-082; [Segesser/McWethy]
 Off Ten Mar Avenue & Deville Road
 Sterling Area

Motion to grant preliminary approval, subject to staff recommendations and compliance with borough code, passed by unanimous vote.

- F. FINAL SUBDIVISION PLAT PUBLIC HEARING - None**
- G. OTHER / NEW BUSINESS**
- H. MISCELLANEOUS INFORMATION – NO ACTION REQUIRED**
- I. ADJOURNMENT**

NEXT REGULARLY SCHEDULED MEETING

The next regularly scheduled Plat Committee meeting will be held **Monday September 14, 2020** in the Betty J. Glick Assembly Chambers of the Kenai Peninsula Borough George A. Navarre Administration Building, 144 North Binkley, Soldotna, Alaska at **5:30 p.m.**

PLANNING DEPARTMENT

Phone: 907-714-2215 Fax: 907-714-2378
 Phone: toll free within the Borough 1-800-478-4441, extension 2215
 email address: planning@kpb.us
 website: <http://www.kpb.us/planning-dept/planning-home>

Written comments will be accepted until 1:00 p.m. on the last business day (usually a Friday) before the day of the Plat Committee meeting in which the item is being heard. If voluminous information and materials are submitted staff may request seven copies be submitted. Maps, graphics, photographs, and typewritten information that is submitted at the meeting must be limited to 10 pages. Seven copies should be given to the recording secretary to provide the information to each Committee member. If using large format visual aids (i.e. poster, large-scale maps, etc.) please provide a small copy (8 ½ x 11) or digital file for the recording secretary. Audio, videos, and movies are not allowed as testimony. If testimony is given by reading a prepared statement, please provide a copy of that statement to the recording secretary.

An interested party may request that the Planning Commission review a decision of the Plat Committee by filing a written request within 10 days of the written notice of decision in accordance with KPB 2.40.080.