



**Kenai Planning & Zoning Commission -
Regular Meeting**

November 12, 2025 – 7:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

www.kenai.city

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

Agenda

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Approval of the Agenda and Consent Agenda (*Public comments on Consent Agenda Items 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 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. *Regular Meeting of October 22, 2025

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

1. **Resolution PZ2025-30** – Recommending the Approval of a Conditional Use Permit for the Operation of a Small Automotive Sales Business at 4586 Kenai Spur Highway, Davidson Homestead Tract A, in the Rural Residential Zoning District.

G. UNFINISHED BUSINESS

H. NEW BUSINESS

1. **Discussion** – Direction from Kenai City Council to Review and Make Recommendations to Update Kenai Municipal Code 14.10 – *Subdivision Regulations*.

I. REPORTS

1. Planning Director
2. Commission Chair
3. Kenai Peninsula Borough Planning
4. City Council Liaison

J. ADDITIONAL PUBLIC COMMENT *(Public comment limited to five (5) minutes per speaker)*

K. NEXT MEETING ATTENDANCE NOTIFICATION

1. Next Meeting: December 10, 2025

L. COMMISSION COMMENTS AND QUESTIONS

M. PENDING ITEMS

N. ADJOURNMENT

O. INFORMATIONAL ITEMS

****COMMISSIONERS, PLEASE CONTACT US IF YOU WILL NOT BE ABLE TO ATTEND THE MEETING****

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 Planner at 907-283-8237.

Registration is required to join the meeting remotely through Zoom. Please use the following link to register:

<https://us02web.zoom.us/meeting/register/VE61hgPOS0uRZpGwVugtAg>

**KENAI PLANNING & ZONING COMMISSION - REGULAR MEETING
OCTOBER 22, 2025 - 7:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
VICE CHAIR EARSLEY, PRESIDING**

MINUTES

A. CALL TO ORDER

A Regular Meeting of the Kenai Planning & Zoning Commission was held on October 22, 2025, in City Hall Council Chambers, Kenai, AK. Vice Chair Earsley called the meeting to order at approximately 7:00 p.m.

1. Pledge of Allegiance

Vice Chair Earsley led those assembled in the Pledge of Allegiance.

2. Roll Call

There were present:

Sonja Earsley, Vice Chair
Glenese Pettey
Stacie Krause

Gwen Woodard
Jeanne Reveal
Diane Fikes

A quorum was present.

Also in attendance were:

Kevin Buettner, Planning Director
Victoria Askin, City Council Liaison
Logan Parks, Deputy City Clerk

3. Agenda and Consent Agenda Approval

MOTION:

Commissioner Pettey **MOVED** to approve the agenda and consent agenda. Commissioner Woodard **SECONDED** the motion.

The items on the Consent Agenda were read into the record.

Vice Chair Earsley opened the floor for public comment on consent agenda items; there being no one wishing to be heard, the public comment period was closed.

UNANIMOUS CONSENT was requested.

VOTE: There being no objection; **SO ORDERED.**

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 Commissioner 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. *Regular Meeting of September 10, 2025.

C. SCHEDULED PUBLIC COMMENTS - None.

D. UNSCHEDULED PUBLIC COMMENTS - None.

E. CONSIDERATION OF PLATS

- 1. Resolution PZ2025-31** - Recommending Approval of Preliminary Plat - Shoreline Heights 2025 Vacation - to Vacate a Pedestrian Easement on Lot 48, Shoreline Heights 2023 Addition, to the Kenai Peninsula Borough, in the Rural Residential Zoning District.

MOTION:

Commissioner Pettey **MOVED** to approve Resolution PZ2025-31. Commissioner Reveal **SECONDED** the motion.

Planning Director Buettner read the staff report as included in the packet and attached to Resolution PZ2025-31.

Vice Chair Earsley opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

Clarification was provided that the west side pedestrian access would remain; and if approved by the Kenai Peninsula Borough (KPB) plat committee the vacation would come back for City Council consideration as the City Council is the only body who has the authority to vacate or veto the vacation within City limits.

VOTE:

YEA: Reveal, Pettey, Earsley, Krause, Fikes, Woodard

NAY: None

MOTION PASSED.

- 2. Resolution PZ2025-32** - Recommending Approval of Preliminary Plat - Shoreline Heights 2025 Replat - to Replat on Lots 19 & 20, Shoreline Heights 2014 Addition Phase 1, in the Rural Residential Zoning District.

MOTION:

Commissioner Woodard **MOVED** to approve Resolution PZ2025-32. Commissioner Pettey **SECONDED** the motion.

Planning Director Buettner read the staff report as included in the packet and attached to Resolution PZ2025-32.

Vice Chair Earsley opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

There was discussion regarding the impact on tax revenues when combining lots; current and future access to water and sewer.

UNANIMOUS CONSENT was requested.

VOTE: There being no objection; **SO ORDERED.**

F. PUBLIC HEARINGS

- 1. Resolution PZ2025-29** - Recommending the Kenai City Council Amend the Official Zoning Map by Rezoning Seven Lots and One Tract to Urban Residential and Two Tracts to Suburban residential.

MOTION:

Commissioner Woodard **MOVED** to approve Resolution PZ2025-29. Commissioner Pettey **SECONDED** the motion.

Planning Director Buettner read the staff report as included in the packet and attached to Resolution PZ2025-29.

Vice Chair Earsley opened the floor for public comment. There being no one wishing to be heard, discussion was brought back to the Commission.

There was discussion regarding the availability of financing based on zoning types; sidewalks were generally not required outside of collector routes; the rezone would provide flexibility for developers; and building permits will still go through the City to ensure adequate emergency access and design compliance.

VOTE:

YEA: Pettey, Earsley, Krause, Fikes, Woodard, Reveal

NAY: None.

MOTION PASSED.

G. UNFINISHED BUSINESS - None.

H. NEW BUSINESS

1. Discussion - Direction from Kenai City Council to explore the issue of tent camping within the City.

Director Buettner read the staff report as included in the packet, noting that there were no clear guidelines or restrictions in code regarding this type of use.

There was discussion regarding the need for clear rules regarding tent use in residential areas; and the importance of balancing private property rights with neighborhood standards;

Concerns stated regarding restricting families from allowing temporary tents in their yards; possible homelessness encampments forming in public areas; unsafe unsanitary conditions near residential neighborhoods; and enforcement issues.

General consensus was given that a work session should be scheduled to explore how to balance individual right with community standards.

2. Action/Approval - Requested Inclusion of Recommend Council Include the Comprehensive Plan Project into FY2027-2031 City of Kenai Capital Improvement Plan.

Director Buettner read the staff report as included in the packet, noting he had reached out to similar sized municipalities to get an idea of costs; historically KPB assisted the City with comprehensive plan updates; and ultimately it would be the City Council who determined the amount to designate for this project.

MOTION:

Commissioner Pettey **MOVED** to request the inclusion of the Comprehensive Plan Project into the City of Kenai Capital Improvement Plan. Commissioner Reveal **SECONDED** the motion.

There was discussion regarding the additional funding opportunity through grants if this project was included in the Capital Improvement Plan; and a comprehensive plan would look at many aspects not just zoning and land use; and some areas might fall under other departments.

VOTE:

YEA: Earsley, Krause, Fikes, Woodard, Reveal, Pettey

NAY: None.

MOTION PASSED.

3. Information on Resolution No. 2025-61- Authorizing Participation in the Current Solicitation of the Community Development Block Grant Program.

It was reported that the City Council approved the resolution during their October 15, 2025 meeting; the project would extend water and sewer to the KPHI developments; and the City would be serving as a pass-through agency.

4. Action/Approval - Scheduling End of Year Meetings & Work Sessions.

MOTION:

Commissioner Fikes **MOVED** to amend the November and December Meeting Schedule as follows:

Cancelling the November 26, 2025 and December 24, 2025 regular meetings; and scheduling work sessions before the November 12, 2025 and December 10, 2025 meetings, with the work session start times being 6:00 p.m.

Commissioner Woodard **SECONDED** the motion.

UNANIMOUS CONSENT was requested on the motion.

VOTE: There being no objection; **SO ORDERED**.

I. REPORTS

1. Planning Director

Planning Director Buettner thanked the Commission Members for their time.

2. Commission Chair

Vice Chair Earsley thanked the Commission for their time.

3. Kenai Peninsula Borough Planning

Commissioner Fikes reported on recent actions of the Kenia Peninsula Borough Planning Commission.

4. City Council Liaison

Council Member Askin reported on recent actions of the City Council.

J. ADDITIONAL PUBLIC COMMENTS - None.

K. NEXT MEETING ATTENDANCE NOTIFICATION

1. Next Meeting: November 12, 2025

L. COMMISSION COMMENTS AND QUESTIONS

There was discussion regarding the meeting being very productive; and the positive items moving forward within the City.

M. PENDING ITEMS - None.

N. ADJOURNMENT

O. INFORMATIONAL ITEMS - None.

There being no further business before the Planning & Zoning Commission, the meeting was adjourned at 8:38 p.m.

I certify the above represents accurate minutes of the Kenai City Council meeting of October 22, 2025.

Logan Parks
Deputy City Clerk



**CITY OF KENAI
PLANNING AND ZONING COMMISSION
RESOLUTION NO. PZ2025-30**

A RESOLUTION **GRANTING** A CONDITIONAL USE PERMIT TO DEVELOP AND OPERATE A SMALL AUTOMOTIVE SALES BUSINESS AT 4586 KENAI SPUR HIGHWAY IN THE RURAL RESIDENTIAL (RR) ZONING DISTRICT.

APPLICANT: Summit 106 – Laurin Lee-Ensey

PROPERTY ADDRESS: 4586 Kenai Spur Highway

LEGAL DESCRIPTION: Davidson Homestead Tract A

KENAI PENINSULA BOROUGH PARCEL NUMBER: 04951002

WHEREAS, a complete application meeting the requirements of Kenai Municipal Code 14.20.150 was submitted to the City on October 22, 2025; and,

WHEREAS, the applicant has demonstrated that the prerequisites of a Conditional Use Permit have been met pursuant to Kenai Municipal Code 14.20.150; and,

WHEREAS, the City of Kenai Planning and Zoning Commission conducted a duly advertised public hearing on November 12, 2025, following requirements outlined in Kenai Municipal Code 14.20.280 for public hearings and notifications.

WHEREAS, the Planning and Zoning Commission finds:

1. *KMC 14.20.150(d)(1) The use is consistent with the purpose of this chapter and the purposes and intent of the zoning district;*

Findings: *The Rural Residential (RR) Zone is intended to provide for low density residential development in outlying and rural areas in a form which creates a stable and attractive residential environment.*

The proposed development would not necessarily violate the character of the neighborhood as it would provide a practical amenity to residents with a focus on affordable local transportation options on a spacious lot with ample parking. As a small car lot with a maximum of 10 cars the business would not generate heavy traffic or violate the residential character of the environment.

Staff finds that the proposed use would not violate the intent of the RR zoning district.

2. *KMC 14.20.150(d)(2) The economic and noneconomic value of the adjoining property and neighborhood will not be significantly impaired;*

Findings: The proposed automotive sales business will not impair the economic and noneconomic value of the adjacent properties and neighborhood as, per the applicant, it will be designed to minimize disruption with limited inventory and minimal signage. The lot will align with stewardship, responsibility, and community care and provide a service that will benefit the Peninsula Community.

The Applicant plans to incorporate natural landscaping and aesthetics that will improve curb appeal while prioritizing professionalism, tidiness, and community respect. The lot will generate low traffic volumes, and enhance the utility of the neighborhood by providing a practical amenity.

Staff finds the proposed use would not impair the economic and noneconomic value of adjacent properties and neighborhood.

3. *KMC 14.20.150(d)(3) The proposed use is in harmony with the Comprehensive Plan;*

Findings: The Land Use Plan, from the 2016 Comprehensive Plan, identifies the subject property with the Mixed Use (MU) land use classification. The MU Land Use Classification is defined in the Comprehensive Plan:

Mixed use is intended for a compatible mix of residential, retail, service, office, public, institutional and recreational uses. Uses are co-located in an integrated way that supports sustainable forms of transport such as public transport, walking and biking, and increases neighborhood amenities. Compatibility issues are addressed through careful site layout and building design.

The surrounding uses consist of a mixture of empty lots and single-family residences. All lots to the East, South, and West are zoned as Rural residential. Lots to the North are consist of a mixture of Rural Residential, Rural Residential 1 (RR1), and Limited Commercial (LC).

As stated by the applicant in detail in the application letter, the proposed use of the property as proposed is consistent and in harmony with several goals in the 2016 Comprehensive Plan.

In *Imagine Kenai 2030 Comprehensive Plan*, Chapter 6, "Goals, Objectives, and Implementation", several goals and objectives are met from the proposed use.

Goal 1 – Quality of Life is to promote and encourage quality of life in Kenai.

Objective Q-2

Protect and rejuvenate the livability of existing Neighborhoods.

Objective Q-4

Establish siting and design standards so that development is in harmony and scale with surrounding uses.

Objective Q-5

Update existing site design guidelines for commercial development – landscaping, setbacks, parking.

Goal 2 – Provide economic development to support the fiscal health of Kenai.

Objective ED-2

Implement business-friendly regulations, taxation and incentives to create a stable, positive climate for private investment.

Goal 3 – Land Use is to develop land use strategies to implement a forward-looking approach to community growth and development.

Objective LU-2

Promote the infill of existing, improved subdivision lots.

Objective LU-6

Review Zoning Code to consider use of buffers and buffer zones to separate incompatible land uses. Review landscaping ordinance to ensure buffers are required to protect Neighborhoods.

Objective LU-12

Ensure that the installation of basic public infrastructure (roads, sewer, water and drainage) is coordinated with the timing of development and that improvements are in place at the time impacts occur.

4. *KMC 14.20.150(d)(4) Public services and facilities are adequate to serve the proposed use;*

Findings: The property already has established facilities on site to include well and septic servicing the primary structure, electricity, trash removal, and access to a paved, state-maintained, road.

5. *KMC 14.150(d)(5) The proposed use will not be harmful to the public safety, health or welfare;*

Findings: There is adequate parking and buffer for the proposed use to minimize the impact to the surrounding area. It is not anticipated that the conditional use will be harmful to the public safety, health or welfare.

As noted by the applicant, Its low-impact design, minimal environmental footprint, and community-serving purpose ensure safety through reduced hazards, protect health with no significant pollution or sanitation issues, and enhance welfare by meeting a local need without adverse impacts.

6. *KMC 14.150(d)(6) Any and all specific conditions deemed necessary by the Commission to fulfill the above-mentioned conditions should be met by the applicant. These may include, but are not limited to, measures relative to access, screening, site development, building design, operation of the use and other similar aspects related to the proposed use.*

Findings: Staff finds that allowing a small automotive sales business does not cause any adverse impacts on the surrounding properties.

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

Section 1. That a conditional use permit is granted to operate a small automotive sales business with a maximum of 10 vehicles at 4586 Kenai Spur Highway, on the property described as Davidson Homestead Tract A in the Rural Residential (RR) Zoning District.

Section 2. That the conditional use permit is subject to the following conditions:

1. Any development or use of the property shall comply with all applicable Federal, State of Alaska, and City regulations regardless of whether or not the requirements are listed as conditions for the approval of the Conditional Use Permit.
2. Upon request, the applicant or applicant's representative shall meet with City staff for an on-site inspection.

PASSED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI, ALASKA,
THIS 12th DAY OF NOVEMBER, 2025

ATTEST:

SONJA EARSLEY, CHAIRPERSON

LOGAN PARKS, DEPUTY CITY CLERK



STAFF REPORT

PLANNING & ZONING DEPARTMENT

TO: Planning and Zoning Commission
THROUGH: Kevin Buettner, Planning Director
FROM: Jessica See, Planning Technician
DATE: October 28, 2025
SUBJECT: Resolution PZ2025-30 – Conditional Use Permit – Automotive Sales

Request The applicant is requesting to operate a small automotive sales business on the open-space property.

Staff Recommendation Adopt Resolution PZ2025-30 approving a Conditional Use Permit to operate an automotive sales business at 4586 Kenai Spur Highway, in the Rural Residential (RR) Zoning District.

Applicant: Summit 106 – Laurin Lee-Ensey
Legal Description: Davidson Homestead Tract A
Property Address: 4586 Kenai Spur Highway
KPB Parcel No.: 04951002
Lot Size: 112,385 square feet (2.58-acres)
Zoning: Rural Residential (RR)
Current Use: Residential
Land Use Plan: Mixed Use (MU)

SUMMARY

The Applicant is requesting to operate a small automotive sales business, with a maximum of 10 vehicles, on the open space in the south-east section of the property located at 4586 Kenai Spur Highway, located at the intersection of Kenai Spur Highway and Strawberry Road. A Conditional Use Permit (CUP) is required to operate an automotive sales business in the Rural Residential (RR) Zoning District.

ANALYSIS

Pursuant to KMC 14.20.150(a), the intent of a conditional use permit is to allow some uses that may be compatible with the designated principal uses in specific zoning districts provided certain conditions are met. Prior to granting a conditional use permit, the Commission shall determine that the identified criteria as outlined in KMC 14.20.150(e) *Conditional Use Permits Review Criteria* are met.

Criteria 1: The use is consistent with the purpose of this chapter and the purposes and intent of the zoning district.

Findings: *The Rural Residential (RR) Zone is intended to provide for low density residential development in outlying and rural areas in a form which creates a stable and attractive residential environment.*

The proposed development would not necessarily violate the character of the neighborhood as it would provide a practical amenity to residents with a focus on affordable local transportation options on a spacious lot with ample parking. As a small car lot with a maximum of 10 cars the business would not generate heavy traffic or violate the residential character of the environment.

Staff finds that the proposed use would not violate the intent of the RR zoning district.

Criteria 2: The economic and noneconomic value of the adjoining property and neighborhood will not be significantly impaired.

Findings: The proposed automotive sales business will not impair the economic and noneconomic value of the adjacent properties and neighborhood as, per the applicant, it will be designed to minimize disruption with limited inventory and minimal signage. The lot will align with stewardship, responsibility, and community care and provide a service that will benefit the Peninsula Community.

The Applicant plans to incorporate natural landscaping and aesthetics that will improve curb appeal while prioritizing professionalism, tidiness, and community respect. The lot will generate low traffic volumes, and enhance the utility of the neighborhood by providing a practical amenity.

Staff finds the proposed use would not impair the economic and noneconomic value of adjacent properties and neighborhood.

Criteria 3: The proposed use is in harmony with the Comprehensive Plan.

Findings: The Land Use Plan, from the 2016 Comprehensive Plan, identifies the subject property within a Mixed Use (MU) land use classification. The MU Land Use Classification is defined in the Comprehensive Plan:

Mixed use is intended for a compatible mix of residential, retail, service, office, public, institutional and recreational uses. Uses are co-located in an integrated way that supports sustainable forms of transport such as public transport, walking and biking, and increases neighborhood amenities. Compatibility issues are addressed through careful site layout and building design.

The surrounding uses consist of a mixture of empty lots and single-family residences. All lots to the East, South, and West are zoned as Rural residential. Lots to the North are consist of a mixture of Rural Residential, Rural Residential 1 (RR1), and Limited Commercial (LC).

As stated by the applicant in detail in the application letter, the proposed use of the property as proposed is consistent and in harmony with several goals in the 2016 Comprehensive Plan.

RELEVANT GOALS

In *Imagine Kenai 2030 Comprehensive Plan*, Chapter 6, "Goals, Objectives, and Implementation", several goals and objectives are met from the proposed use.

Goal 1 – Quality of Life is to promote and encourage quality of life in Kenai.

Objective Q-2

Protect and rejuvenate the livability of existing Neighborhoods.

Objective Q-4

Establish siting and design standards so that development is in harmony and scale with surrounding uses.

Objective Q-5

Update existing site design guidelines for commercial development – landscaping, setbacks, parking.

Goal 2 – Provide economic development to support the fiscal health of Kenai.

Objective ED-2

Implement business-friendly regulations, taxation and incentives to create a stable, positive climate for private investment.

Goal 3 – Land Use is to develop land use strategies to implement a forward-looking approach to community growth and development.

Objective LU-2

Promote the infill of existing, improved subdivision lots.

Objective LU-6

Review Zoning Code to consider use of buffers and buffer zones to separate incompatible land uses. Review landscaping ordinance to ensure buffers are required to protect Neighborhoods.

Objective LU-12

Ensure that the installation of basic public infrastructure (roads, sewer, water and drainage) is coordinated with the timing of development and that improvements are in place at the time impacts occur.

Criteria 4: Public services and facilities are adequate to serve the proposed use.

Findings: The property already has established facilities on site to include well and septic servicing the primary structure, electricity, trash removal, and access to a paved, state-maintained, road.

Criteria 5: The proposed use will not be harmful to the public safety, health or welfare.

Findings: There is adequate parking and buffer for the proposed use to minimize the impact to the surrounding area. It is not anticipated that the conditional use will be harmful to the public safety, health or welfare.

As noted by the applicant, Its low-impact design, minimal environmental footprint, and community-serving purpose ensure safety through reduced hazards, protect health with no significant pollution or sanitation issues, and enhance welfare by meeting a local need without adverse impacts.

Criteria 6: Any and all specific conditions deemed necessary by the Commission to fulfill the above-mentioned conditions. These may include, but are not limited to, measures relative to access, screening, site development, building design, operation of the use and other similar aspects related to the proposed use.

Findings: Staff finds that allowing a small automotive sales business does not cause any adverse impacts on the surrounding properties.

PUBLIC NOTICE

Pursuant to Kenai Municipal Code 14.20.280(c) notices of the public hearing for the conditional use were mailed to property owners within a three hundred-foot (300') periphery of the subject property. City staff published notice of the public hearing in the *Peninsula Clarion*. City staff submitted an Affidavit of Posting verifying a sign was placed on the parcel with information on the public hearing for the conditional use permit request.

No public comments have been received at the time of this report.

STAFF RECOMMENDATION

Staff finds that the proposed Conditional Use Permit to develop and operate a small automotive sales business with a maximum of 10 cars at 4586 Kenai Spur Highway, on the property described as Davidson Homestead Tract A meets the criteria for issuance of a Conditional Use Permit as set forth in subsections (e)(1) through (e)(6) of Kenai Municipal Code 14.20.150, and hereby recommends that the Planning and Zoning Commission adopt Resolution PZ2025-30 approving the Conditional Use Permit, subject to the following conditions:

1. Any development or use of the property shall comply with all applicable Federal, State of Alaska, and City regulations regardless of whether or not the requirements are listed as conditions for the approval of the Conditional Use Permit.
2. Upon request, the applicant or applicant's representative shall meet with City staff for an on-site inspection.

ATTACHMENTS

Aerial Map
Application
Application Letter
Site Plan
Davidson Homestead Tract A Plat





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:	Laurin Lee-ENSEY			
Mailing Address:	4586 Kenai Spur Hwy			
City:	Kenai	State:	AK	ALASKA
Phone Number(s):	[REDACTED]			
Email:	[REDACTED]			

PETITIONER REPRESENTATIVE (LEAVE BLANK IF NONE)

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

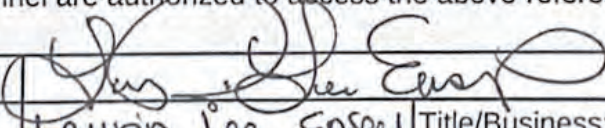
PROPERTY INFORMATION

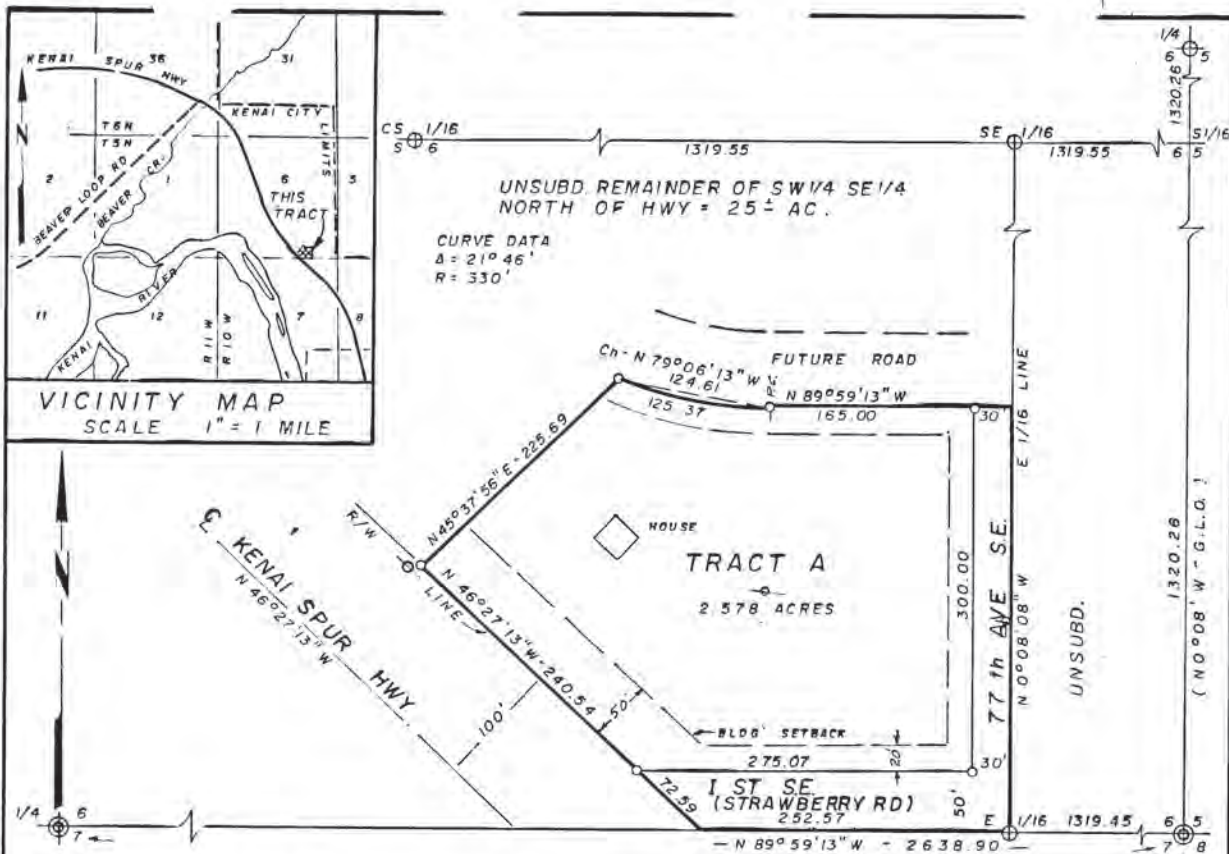
Kenai Peninsula Borough Parcel # (Property Tax ID):	04951002
Physical Address:	4586 Kenai Spur Hwy
Legal Description:	T 5N R 10W SEC 6 Seward Meridian KN 072 0043 - -
Zoning:	Rural Residential, + Davidson Homestead Tract A
Acres:	2.58 Acres.

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?	Private residence with open land space.
Conditional Use Requested for (attach additional sheets if necessary):	Conditional use requested for operating a small, faith led, Auto Sales business, (Summit Iole Auto Sales) on the open-space property. The business will maintain a max of 6-10 vehicles for sale at any given time. Focus on Affordable local transportation options.
Explain how the conditional use is consistent with purposes and intent of the zoning district of the property:	The proposed use supports the intent of the zoning district by maintaining the property's residential integrity while providing a small-scale locally operated service that benefits the peninsula community. Summit Iole will operate with limited inventory, minimal signage, + no disruption to nearby residences. It aligns with Stewardship, responsibility + community care.
Explain how the value of adjoining property and neighborhood will not be significantly impaired by the conditional use:	Summit Iole will maintain the quiet, family oriented nature of the neighborhood while improving the properties curb appeal + upkeep. As faith led, locally driven business, it prioritizes professionalism, tidiness, + community respect. The small # of vehicles on-site + responsible operation will ensure there is no negative visual or environmental impact, helping preserve + potentially increase neighboring property values through improved maintenance + presentation.

Use of surrounding property - north:	Residential property, mainly Tree - Area		
Use of surrounding property - south:	residential property, Single Family home		
Use of surrounding property - east:	(Kenai Spur Hwy) small commercial Mix-use		
Use of surrounding property - west:	Vacant or wooded property, residential.		
Explain how the conditional use is in harmony with the City's Comprehensive Plan:			
Summit 106 aligns with the city's comprehensive plan by promoting responsible local entrepreneurship that benefits residents without compromising neighborhood integrity. As a family run, faith-led business it encourages self-reliance, local trade, & beautification of existing property. -value reflected in the plan's vision for Kenai as a clean, safe, & economically vibrant community.			
Are public services and facilities on the property adequate to serve the proposed conditional use?			
Yes. The property already has adequate access to public utilities & service, including road access, electricity, & waste management. minimal site prep will be required, limited tree removal, ground leveling, & installation of a small office building. these will be completed in accordance with city permits & regulations. No significant increase in demand for utilities or public services			
Explain how the conditional use will not be harmful to public safety, health, or welfare:			
Summit 106 will operate with integrity & responsibility, prioritizing safety & respect for the community. All vehicles will be properly maintained & displayed in an orderly manner. No test drives on residential roads, & no mechanical work performed on-site. No excessive lighting or noise. this business promotes community trust, safety, & service. Aligning with the city's values for public 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?			
Summit 106 will incorporate thoughtful site design, & considerate business practices to ensure harmony with nearby residences. Natural tree buffers will be preserved wherever possible. & any new structures will be modest & well kept. A gravel display area will control dust & runoff & signage & lighting will be kept minimal. Business activity will remain quiet & respectful of neighbors			
AUTHORITY TO APPLY FOR CONDITIONAL USE:			
I hereby certify that (I am) (I have been authorized to act for) owner of the property described above and that I petition for a conditional use permit in conformance with Title 14 of the Kenai Municipal Code. I understand that payment of the application fee is nonrefundable and is to cover the costs associated with processing this application, and that it does not assure approval of the conditional use. I also understand that assigned hearing dates are tentative and may have to be postponed by Planning Department staff of the Planning and Zoning Commission for administrative reasons. I understand that a site visit may be required to process this application. City of Kenai personnel are authorized to access the above-referenced property for the purpose of processing this application.			
Signature:			Date: 10/
Print Name:	Laurin Lee-Ensey	Title/Business:	Summit 106
For City Use Only		Date Application Fee Received:	
		PZ Resolution Number:	



72-63

RECORDED - FILED

Kenai REC. DIST.

DATE 11/3 1972

TIME 4:19 P.M.

Requested by KPB

Address _____

49128



Plat approved by the Kenai Peninsula Borough planning commission this 9th day of OCTOBER, 1972.

Stanley S. Thompson
mayor

TRACT A
DAVIDSON HOMESTEAD

Josephine C. Davidson, owner
P.O. Box 241 Soldotna, AK. 99669

DESCRIPTION

3.104 ACRES SITUATED IN THE SW 1/4 SE 1/4 SEC. 6, T5N, R10W, S.M., AK., AND THE CITY OF KENAI, AK.

Surveyed by: S.S. McLane, R.L.S.
Soldotna, AK.

MEMORANDUM

TO: Vice Chair Earsley and Planning & Zoning Commission Members

FROM: Kevin Buettner, Planning Director

DATE: November 6, 2025

SUBJECT: **Discussion** – Direction from Kenai City Council to Review and Make Recommendations to Update Kenai Municipal Code 14.10 – *Subdivision Regulations*.

The Administration has identified housing as a high priority development topic within the City. The City has been approached by large- and small-scale developers over the preceding months that included informal project concepts. The initial concepts have included both greenfield and infill development in neighborhoods around the City.

Questions raised during the concept discussions have largely centered on allowable subdivisions and the requirements either enforceable by Kenai Municipal Code (KMC) or by the Alaska Department of Environment Conservation (ADEC) relating to utilities and newly constructed roads.

Working collaboratively, Public Works staff, with input from Planning & Zoning staff, have been developing road design standards, which has been compiled into a draft City of Kenai Road Design Manual that remains in internal review. This policy standard, if adopted, could enhance and/or replace sections of code under KMC 14.10.070 – *Subdivision Design Standards*, and refer to the current edition of the policy. The Public Works department is also working on water, wastewater, and stormwater standards to complement the aforementioned road design standards. It is the intent of the City to align these guidance policies with KMC 14.10 – *Subdivision Regulations* to reduce confusion and enable an efficient, streamlined review process for developers.

Recommendations

Based on these ongoing efforts, and with the need to have clear guidance referred to in code, further discussion and a public hearing to determine potential actions is recommended. Recommendations for updates, if any, would be submitted by the Planning & Zoning Commission to Council for their consideration.



October 27, 2025 – 7:30 PM

Action Agenda

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

Jeremy Brantley, Chair
Sterling/Funny River
Term Expires 2027

Pamela Gillham, Vice Chair
Kalifornsky / Kaslof District
Term Expires 2026

Virginia Morgan
Cooper Landing / Hope
Eastern Peninsula District
Term Expires 2025

Diane Fikes
City of Kenai
Term Expires 2025

Paul Whitney
City of Soldotna
Term Expires 2027

Franco Venuti
City of Homer
Term Expires 2025

Karina England
City of Seward
Term Expires 2026

Jeffrey Epperheimer
Nikiski District
Term Expires 2026

Dawson Slaughter
South Peninsula District
Term Expires 2025

Remote participation will be available through Zoom, or other audio or video means, wherever technically feasible

ZOOM MEETING DETAILS

Zoom Meeting Link: <https://us06web.zoom.us/j/9077142200>
Zoom Toll Free Phone Numbers: 888-788-0099 or 877-853-5247
Zoom Meeting ID: 907 714 2200

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF AGENDA AND CONSENT AGENDA

(Action items listed with an asterisk (*) are considered to be routine and non-controversial by the Planning Commission and will be approved by one motion. There will be no separate discussion of these items unless a Commissioner so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.)

ACTION ITEMS CURRENTLY ON CONSENT AGENDA:

- *1. Time Extension Requests**
 - a. Seward Airport ROW Acquisition Plat; KPB File 2021-047
- *3. Administrative Approvals**
 - a. Barber Heights Addition Riedel Subdivision; KPB File 2023-013R1
 - b. Baycrest Subdivision 2025 Replat; KPB File 2025-023
 - c. Bridge Creek Coop Subdivision 2024 Replat; KPB File 2024-133
 - d. Kenai River Bridge Subdivision 2024 Replat; KPB File 2024-118
 - e. McGahan Ridge Subdivision No. 2; KPB File 2024-134
 - f. Millers Crossing Subdivision Phase 2; KPB File 2025-071
 - g. Soldotna Creek The Pointe Addition 2025 Replat; KPB File 2025-040
 - h. Stone Steps Estates; KPB File 2024-125
 - i. Whistlebait Estates Addition No. 2 KPB File 2024-100
- *4. Final Approvals**
 - a. Rudy Dazzling Scenic View Sub Hendriks Addn; KPB File 2025-099
- *7. Minutes**
 - a. October 13, 2025 Planning Commission Meeting Minutes

Motion to approve the consent & regular agendas passed by unanimous vote (9-Yes)

D. UNFINISHED BUSINESS – None

E. NEW BUSINESS

Public Hearing: Quasi-Judicial Matters - *(Commission members may not receive or engage in ex-parte contact with the applicant, other parties interested in the application, or members of the public concerning the application or issues presented in the application)*

Staff person responsible for all items is Platting Manager Vince Piagentini

1. Building Setback Encroachment Permit; KPB 2025-153; PC Resolution 2025-27
Johnson Surveying / Stevens
Request: Permits a portion of a shop to remain in the 20' building setback; N 440' of Government Lot 6 lying east of Sara St. & excluding Apache Acres Part 8
Funny River Area / Funny River APC

Motion to adopt PC Resolution 2025-27 granting a building setback encroachment permit passed by unanimous vote (9-Yes)

2. Building Setback Encroachment Permit; KPB File 2025-149; PC Resolution 2025-26
Fineline Surveys / Laida LLC
Request: Permits a portion of the house & covered porch to remain in the 20' building setback on Lot 1 Hollywood Kennedy Gibbons 2006 Addition, Plat HM 2007-108
Anchor Point Area

Motion to adopt PC Resolution 2025-26 granting a building setback encroachment permit passed by unanimous vote (9-Yes)

3. Building Setback Encroachment Permit; KPB 2025-124; PC Resolution 2025-25
Edge Survey & Design / Barrickman
Request: Permits a portion of a newly constructed residential building & deck to remain in the 20' building setback on Lot 1A Block 1 Sterling Height's Scooter's Replat, Plat KN 93-87
Sterling Area

Motion to adopt PC Resolution 2025-25 granting a building setback encroachment permit passed by unanimous vote (9-Yes)

4. Utility Easement Vacation; KPB File 2025-129V
Edge Survey & Design / Thomsen
Request: Vacates a 20' wide utility easement along a proposed to be vacated interior lot line & a 10' wide utility easement along the southwesterly lot line of Lot 9 Valhalla Heights Subdivision Part 3, Plat KN-1568
City of Kenai

Motion to grant the vacation as petitioned passed by unanimous vote (8-Yes, 1-Recused)

Public Hearing: Legislative Matters - None

F. PLAT COMMITTEE REPORT – The plat committee will review 5 plats.

G. OTHER

H. PRESENTATIONS/PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA (3 MINUTES PER SPEAKER)

I. DIRECTOR'S COMMENTS

J. COMMISSIONER COMMENTS

K. ADJOURNMENT

MISCELLANEOUS INFORMATIONAL ITEMS

NEXT REGULARLY SCHEDULED PLANNING COMMISSION MEETING

The next regularly scheduled Planning Commission meeting will be held ***Monday, November 17th, 2025*** in the Betty J. Glick Assembly Chambers of the Kenai Peninsula Borough George A. Navarre Administration Building, 144 North Binkley Street, Soldotna, Alaska at **7:30 p.m.**

CONTACT INFORMATION

KENAI PENINSULA BOROUGH PLANNING DEPARTMENT

Phone: 907-714-2215 / Toll free within the Borough 1-800-478-4441, extension 2215

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 rights-of-way, 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.



Kenai City Council - Regular Meeting

November 05, 2025 — 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

www.kenai.city

****Telephonic/Virtual Information on Page 3****

Action Agenda

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. **COUNCIL MEMBER ASKIN ELECTED AS VICE MAYOR.** Election of Vice Mayor
4. Approval of the Agenda and Consent Agenda (*Public comments on Consent Agenda Items 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 ADMINISTRATIVE REPORTS

1. Kenai Police Department Accreditation, Scott Hayes, Executive Director of Northwest Accreditation Alliance.
2. Community Development Block Grant Program, Kevin Buettner, City of Kenai Planning Director.

C. SCHEDULED PUBLIC COMMENTS (*Public comments limited to ten (10) minutes per speaker; twenty (20) minutes aggregated*)

D. UNSCHEDULED PUBLIC COMMENTS (*Public comments limited to three (3) minutes per speaker; thirty (30) minutes aggregated*)

E. PUBLIC HEARINGS

1. **ENACTED UNANIMOUSLY. Ordinance No. 3490-2025** - Increasing Estimated Revenues and Appropriations in the Wastewater Treatment Facility Improvement Capital Project Fund, Accepting a Grant from the U.S. Environmental Protection Agency for the Kenai Wastewater Treatment Facility Digester Blowers Upgrade Project and Awarding the Construction Contract for the Project. (Administration)
2. **ENACTED UNANIMOUSLY. Ordinance No. 3491-2025** - Accepting the Donation of Three Bronze Statues from the Kenai Chamber of Commerce and Visitors Center. (Administration) [KMC 1.15.070(d)]
 1. Motion for Introduction
 2. Motion for Second Reading (Requires a Unanimous Vote)
 3. Motion for Enactment (Requires Five Affirmative Votes)

3. **ADOPTED UNANIMOUSLY. Resolution No. 2025-62** - Declaring the Vacation of Portions of Utility Easements Associated with Lots 8, 9, 27 And 28, Block 7, Valhalla Heights Subdivision Part 3 (Plat KN 1568), and as Set Forth on the Attached Exhibit "A" are Not Needed for a Public Purpose and are Consenting Vacation. (Administration)
4. **ADOPTED UNANIMOUSLY. Resolution No. 2025-63** - Establishing the 2026 City Council Regular Meeting Schedule. (City Clerk)
5. **ADOPTED UNANIMOUSLY. Resolution No. 2025-64** - Mutually Agreeing to Terminate the Lease Located at 9711 Kenai Spur Highway with the Alaska Center for Space Technology, Inc. (Administration)
6. **ADOPTED UNANIMOUSLY. Resolution No. 2025-65** - Authorizing the Use of the Equipment Replacement Fund for Purchase of Datacenter Equipment Software. (Administration)
7. **ADOPTED UNANIMOUSLY. Resolution No. 2025-66** - Authorizing the Use of the Equipment Replacement Fund for the Purchase of a New Trackless MT7 with Snow Blower Attachment. (Administration)

F. MINUTES

1. *Regular Meeting of October 15, 2025. (City Clerk)

G. UNFINISHED BUSINESS

H. NEW BUSINESS

1. ***Action/Approval** - Bills to be Ratified. (Administration)
2. ***Action/Approval** - Special Use Permit to LifeMed Alaska, LLC for Ambulance Warm Storage. (Administration)
3. ***Ordinance No. 3492-2025** - Increasing Estimated Revenues and Appropriations in the General Fund - Streets Department for Replacement of Damaged Guard Rail on Beaver Loop Road. (Administration)
4. ***Ordinance No. 3493-2025** - Increasing Estimated Revenues and Appropriations in the General Fund - Buildings Department for Replacement of the Cooling System in the City's Data Center. (Administration)
5. ***Ordinance No. 3494-2025** - Amending the Official Zoning Map by Rezoning Seven Lots and One Tract to Urban Residential and Two Tracts to Suburban Residential Along Redoubt Avenue, from 4th Street to Floatplane Road. (Administration)
6. ***Ordinance No. 3495-2025** - Authorizing the Reallocation of Capital Project Funds, an Increase to Estimated Revenue and Expenditures, and Approving the Sole-Source Purchase of Two Patient Power Load Systems for Ambulances. (Administration)
7. **APPROVED UNANIMOUSLY. Action/Approval** - Directing the Planning & Zoning Commission to Review and Make Recommendations to Update Kenai Municipal Code 14.10 – Subdivision Regulations. (Administration)
8. **APPROVED UNANIMOUSLY. Action/Approval** - Mayor Liaison Nominations for Appointment to Commissions and Supervisory Sub-Committee. (Knackstedt)
9. **APPROVED WITHOUT OBJECTION. Action/Approval** - Confirmation of Mayor Nomination for a Partial Term Appointment of Marty Askin to the Planning & Zoning Commission. (Knackstedt)

10. **WORK SESSION TENTATIVELY SCHEDULED FOR 1/12/2026.** Discussion/Action - Scheduling a Joint Work Session with the Salamatof Tribal Council. (Administration)
11. **WORK SESSION SCHEDULED FOR 12/3/2025 AT 5:00 P. M.** Discussion/Action - Scheduling a Work Session to Discuss City Elections. (Clerk)
12. **COMMITTEE SELECTED MAYOR KNACKSTEDT, COUNCIL MEMBER KISENA, AND COUNCIL MEMBER GRIEME.** Discussion/Action - Selecting a Sub-Committee to Develop Interview Questions for Council Applicant Interviews. (Clerk)

I. COMMISSION REPORTS

1. Council on Aging Commission
2. Airport Commission
3. Harbor Commission
4. Parks and Recreation Commission
5. Planning and Zoning Commission
6. Beautification Commission

J. REPORT OF THE MAYOR

K. ADMINISTRATION REPORTS

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

L. ADDITIONAL PUBLIC COMMENTS

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

M. EXECUTIVE SESSION

N. PENDING ITEMS

O. ADJOURNMENT

P. INFORMATION ITEMS

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 at 907-283-8231.

Registration is required to join the meeting remotely through Zoom. Please use the following link to register:

<https://us02web.zoom.us/meeting/register/1nR9ur03Rs2V0Pnm721dJw>