



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

August 24, 2022 – 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. *Regular Meeting of August 10, 2022

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 PZ2022-22**– Application for a Home Occupation Permit for music instruction submitted by Deborah Sounart, 112 Linwood Lane, Kenai, Alaska 99611, for property described as Lot 1A, Eventyr Subdivision Sounart Replat.

I. PENDING ITEMS

J. REPORTS

1. City Council
2. Kenai Peninsula Borough Planning
3. City Administration

K. ADDITIONAL PUBLIC COMMENT

(Public comment limited to five (5) minutes per speaker)

L. INFORMATIONAL ITEMS

M. NEXT MEETING ATTENDANCE NOTIFICATION

1. Next Meeting Date: September 14, 2022

N. COMMISSION COMMENTS AND QUESTIONS

O. ADJOURNMENT

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/83335777211> **OR Call:** (253) 215-8782 or (301) 715-8592

Meeting ID: 833 3577 7211 **Passcode:** 235118

**KENAI PLANNING & ZONING COMMISSION –
REGULAR MEETING
AUGUST 10, 2022 – 7:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
CHAIR JEFF TWAIT, PRESIDING**

MINUTES

A. CALL TO ORDER

A Regular Meeting of the Kenai Planning & Zoning Commission was held on August 10, 2022, in City Hall Council Chambers, Kenai, AK. Chair Twait called the meeting to order at approximately 7:00 p.m.

1. Pledge of Allegiance

Chair Twait led those assembled in the Pledge of Allegiance.

2. Roll Call

There were present:

Commissioners present: J. Twait, G. Woodard, D. Fikes, V. Askin, G. Greenberg, J. Halstead

Commissioners absent: A. Douthit

Staff/Council Liaison present: Interim Planning Director M. Best, Interim Administrative Assistant W. Anderson, Vice Mayor J. Glendening, Deputy Clerk M. Thibodeau

A quorum was present.

3. Agenda Approval

Chair Twait noted the following revisions to the agenda and packet:

ACTION

ITEM

Add to item H.1

**Recommending Ordinance 3298-2022
Enacting Floodplain Management**

- Memorandum to Commission

MOTION:

Commissioner Askin **MOVED** to approve the agenda as revised. Commissioner Halstead **SECONDED** the motion. There being no objection; **SO ORDERED.**

4. Consent Agenda

MOTION:

Commissioner Halstead **MOVED** to approve the consent agenda. Commissioner Woodard **SECONDED** the motion. There being no objection; **SO ORDERED.**

All items listed with an asterisk () are considered to be routine and non-controversial by the Commission and will be approved by one motion. There will be no separate discussion of these items unless a commission member so requests, in which case the item will be removed from the consent agenda and considered in its normal sequence on the agenda as part of the General Orders.

5. *Excused Absences – None.

B. APPROVAL OF MINUTES

1. *Regular Meeting of July 27, 2022

Approved by the consent agenda.

C. SCHEDULED PUBLIC COMMENTS – None.

D. UNSCHEDULED PUBLIC COMMENTS – None.

E. CONSIDERATION OF PLATS – None.

F. PUBLIC HEARINGS

1. **Resolution PZ2022-21** – Application for a Conditional Use Permit for an Elementary through High School in the Suburban Residential zone, on Tract A, Kenai Fellowship Church, located at 8333 Kenai Spur Highway, Kenai, Alaska 99611. The application was submitted by Kenai Fellowship, a Church of Christ, P.O. Box 538, Kenai, AK 99611

MOTION:

Commissioner Halstead **MOVED** to adopt Resolution No. PZ2022-21. Commissioner Askin **SECONDED** the motion.

Director Best presented his staff report with information provided in the packet explaining that the applicant wishes to obtain a conditional use permit (CUP) for an elementary through high school. It was noted the application met KMC criteria for CUPs and City staff recommends approval subject to the following conditions:

1. Further development of the property shall conform to all federal, State of Alaska, and local regulations.
2. A fire inspection must be performed biennially by the City of Kenai Fire Marshal. The applicant must comply with any recommendations made by the Fire Marshal.
3. The Permittee must adhere to the maximum occupancy of the 49 occupants, including staff and students, in the elementary through high school area (basement).
4. The permittee must comply with the parking requirement for the premises as set forth KMC 14.20.250.
5. In the event that the Department of Environmental Conservation (DEC) requires upgrades to the exiting septic system, the applicant will upgrade the septic system.
6. Prior to issuance of the Conditional Use Permit, Permittee must install a water meter on the premises.
7. A yearly Conditional Use Permit report must be submitted to the City of Kenai prior to the 31st day of December of each year.
8. The applicant will meet with City staff for on-site inspections when requested.
9. If there is a change of use for the above described property a new Conditional Use Permit must be obtained, pursuant to 14.20.150(i)(5).
10. Pursuant to KMC 14.20.150(i)(2), this permit shall expire automatically upon termination or interruption of the use for a period of at least one year.

Applicant Rick Baldwin noted that the CUP would allow Kenai Classical to have their school in this building, and that one of the teachers was also available to answer any questions.

Chair Twait opened for public hearing.

Bill Smith stated that he had no objection to the school but noted that he shared a property line. He asked about how big of a facility would be built, and if they would be clearcutting tract A; he noted that if there was going to be, he would like to see a greenbelt buffer between their properties.

Rick Baldwin clarified that they do not intend to have any construction nor clearcutting outside the premises, and the school would be held in the basement.

Bill Smith asked about whether the access could be off the highway or if the unnamed driveway on the property would be used; Rick Baldwin clarified that the unnamed driveway would be kept closed.

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

Clarification was provided that there is plenty of parking space to meet the requirements for school and auditorium use. It was noted that if the school intended to expand the facility it would require a modification of their CUP, and they would have to reapply through the Planning Department.

VOTE:

YEA: Askin, Woodard, Fikes, Greenberg, Halstead, Twait

NAY: None.

MOTION PASSED UNANIMOUSLY.

Chair Twait noted the fifteen-day appeal period.

G. UNFINISHED BUSINESS – None.

H. NEW BUSINESS

- 1. Action/Approval** – Recommending the Kenai City Council Enact Ordinance No. 3298-2022 Kenai Municipal Code Chapter 14.30 - Floodplain Management, within Title 14 - Planning and Zoning, to Regulate Land Use within the Flood Plain and Authorizing the City to Participate in the National Flood Insurance Program.

MOTION:

Commissioner Askin **MOVED** to recommend the Kenai City Council enact Substitute Ordinance No. 3298-2022. Commissioner Fikes **SECONDED** the motion.

Director Best noted that he had included a link to the current Kenai Peninsula Borough FEMA Risk Map Project in the laydown, and that it was an improvement from the previous mapping system. He explained that the main zones for the Commission to consider in the National Flood Insurance Program (NFIP) mapping are the AE zone, X zone and the floodway because those are located in City limits. The objectives of the program were reviewed, and it was noted it is a method to establish development; that one of the requirements is that development needs to stay out of the floodway; and that in other zones you may be able to build with a permit, but only in a way that doesn't affect the floodway. Best explained some of the benefits of the program to the City and residents living in flood zone areas, and how there will be a new development permitting process in the City which will likely come through the Building Inspector before being evaluated by the Planning Department.

Director Best demonstrated the 2022 digital flood insurance rate maps and reviewed the different floodplane zones in the City.

It was noted that the Commission had previously dealt with issues regarding construction in floodplane zones, and it would have been beneficial to have this process place at that time.

VOTE:

YEA: Fikes, Greenberg, Halstead, Twait, Askin, Woodard

NAY: None.

MOTION PASSED UNANIMOUSLY.

I. PENDING ITEMS – None.

J. REPORTS

1. City Council – Vice Mayor Glendening reported on the actions of the August 3, 2022 City Council Meeting.
2. Kenai Peninsula Borough Planning – Commissioner Fikes reported on the actions of the August 8, 2022 Kenai Peninsula Borough Planning Meeting.
3. City Administration – Planning Director Best reported on the following:
 - He performed a site inspection on the property of the CUP transferred at the last meeting; reported that there were no farm animals, and was in conformance with the CUP;
 - He does not yet know the new owner of the bowling alley property;
 - Thanked Willie Anderson for coming out of retirement and serving as interim Planning Assistant; expressed appreciation for her institutional knowledge and all the hard work she does for City.

K. ADDITIONAL PUBLIC COMMENTS – None.

L. INFORMATION ITEMS – None.

M. NEXT MEETING ATTENDANCE NOTIFICATION

1. August 24, 2022

N. COMMISSION COMMENTS & QUESTIONS

Commission Greenberg noted that the old NFIP mapping was not as accurate; the new mapping was an improvement because it is easier to use, and does not put a burden on as many people in the floodplane zones.

Vice Mayor Glendening thanked Director Best for the mapping demonstration, noting that it answered many of his questions.

O. ADJOURNMENT

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

Minutes prepared and submitted by:

Meghan Thibodeau
Deputy City Clerk



**CITY OF KENAI
PLANNING AND ZONING COMMISSION
RESOLUTION NO. PZ2022-22
HOME OCCUPATION PERMIT**

A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI
GRANTING A HOME OCCUPATION PERMIT FOR MUSIC INSTRUCTION AT 112 LINWOOD
LANE

APPLICANT: Deborah Sounart

PROPERTY OWNER: Michael R. Sounart and Deborah F. Sounart

PROPERTY ADDRESS: 112 Linwood Lane, Kenai, Alaska 99611

LEGAL DESCRIPTION: Lot 1A, Eventyr Subdivision Sounart Replat

KENAI PENINSULA BOROUGH PARCEL NUMBER: 04515423

WHEREAS, a complete application meeting the requirements of Kenai Municipal Code 14.20.230(e)-Home Occupations - Permit Application was submitted to the City on August 1, 2022; and,

WHEREAS, the applicant meets the intent of the Home Occupations chapter specified under Kenai Municipal Code 14.20.230(a) - Home Occupations-Intent, as her proposed music instruction will be an accessory use so located and conducted that the average neighbor would not be aware of its existence under normal circumstances; and,

WHEREAS, music instruction is a permitted use with a Home Occupation Permit under 14.20.230(b)(6) - Home Occupations-Uses Permitted; and,

WHEREAS, the applicant has demonstrated with plans and other documents that she meets the development requirement 14.20.230(d)(1) for a Home Occupational Permit for music instruction; and,

WHEREAS, the applicant has demonstrated with plans and other documents that she meets the development requirement 14.20.230(d)(2) for a Home Occupational Permit to use no more than thirty percent (30%) of the gross floor area of all buildings on the lot for the home occupation; and,

WHEREAS, the applicant has demonstrated with plans and other documents that she meets the development requirement 14.20.230(d)(3) for a Home Occupational Permit to carry on the home occupation wholly within an enclosed principal building; and,

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

Section 1. That a Home Occupation Permit is granted to Deborah Sounart for music instruction.

Section 2. That the Home Occupation Permit is subject to the following conditions:

- 1) Applicant must comply with all federal, State of Alaska, and local regulations.
- 2) Pursuant to KMC 14.20.230(f), a home occupation permit is not transferable to another person or location.
- 3) If the applicant decides to put up a sign for her business, she will first obtain a sign permit from the City.

PASSED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI, ALASKA, this 24th day of August, 2022.

JEFF TWAIT, CHAIRPERSON

ATTEST:

MEGHAN THIBODEAU, DEPUTY 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: Max Best, Interim Planning Director
DATE: August 16, 2022
SUBJECT: PZ2022-22 – Home Occupation Permit – Music Instruction

Applicant: Deborah Sounart
112 Linwood Lane
Kenai, AK 99611

Legal Description: Lot 1A, Eventyr Subdivision Sounart Replat

Property Address: 112 Linwood Lane

KPB Parcel No: 04515423

Lot Size: Approximately .61 acres (26,572 square feet)

Existing Zoning: Suburban Residential (RS)

Current Land Use: Residential – Single Family Dwelling

Land Use Plan: Suburban Residential (RS)

GENERAL INFORMATION

The City has received an application for a Home Occupation for music instruction. The subject parcel is located in the Suburban Residential (RS) Zone of the City of Kenai. Kenai Municipal Code (KMC)14.20.320 – Definitions gives the following definition of a home occupation:

“Home occupation” means an accessory use carried out for remuneration by a resident in the resident’s dwelling unit.

Music Instruction is a permitted use for a home occupation under KMC 14.20.230(b)(6) – Home Occupations – Uses Permitted.

Applicant states that the music lessons will be private, meaning one student at a time. Because of this, the traffic impact should be negligible. Also, lessons will be given only two days each week from late September through April.

Application

KMC 14.20.230(e) – Home Occupation – Permit Application details application requirements for home occupation permits. City staff deems the application to be complete.

Public Notice, Public Comment

KMC 14.20.230(e)(4) states Notice of the consideration by the Commission of a home occupation permit application shall be published once at least two (2) days prior to the meeting in a paper of general circulation in the City of Kenai. City staff published in the *Peninsula Clarion* more than two (2) days prior to the Planning and Zoning Commission meeting considering the home occupation permit. No public comments have been submitted to the City about the application.

ANALYSIS

KMC14.20.230(a)(b) – Home Occupations – Intent, Uses Permitted

Intent. It is the intent of this chapter to permit home occupations that are compatible with other permitted uses and with the residential character of a neighborhood, and that are clearly secondary or incidental to the residential use of the main building. In general, a home occupation is an accessory use so located and conducted that the average neighbor, under normal circumstances would not be aware of its existence other than for a sign as permitted in this chapter. Home occupations are permitted accessory uses only so long as all the development requirements listed in this section are observed. The proposed music instruction meets the intent of City Code for home occupations because it would be an accessory use of the applicant's residence and the average neighbor would not be aware of the use. Parking is available in applicant's driveway for parents to drop off children for their lessons or park while taking their lessons.

Kenai Municipal Code 14.20.230(d) – Home Occupations – Development Requirements

Kenai Municipal Code 14.20.230(d) sets forth the development requirements of a Home Occupation, as follows:

- KMC14.20.230(d)(1) Not more than one (1) person outside the family shall be employed in the Home occupation.

Requirement Met: The applicant states that she will be the only person providing music instruction.

- Kenai Municipal Code 14.20.230(d)(2) No more than thirty percent (30%) of the gross floor area of all buildings on the lot shall be used for the home occupation.

Requirement Met: Applicant has submitted a drawing detailing the area being used in the residence for music instruction. This area is 340 square feet and is less than 30% of the gross floor area.



- KMC 14.20.230(d)(3) The home occupation shall be carried on wholly within the principal building, or other buildings which are accessory thereto. Any building used for a home occupation shall be wholly enclosed.

Requirement Met: The applicant's residence will be the only building used for the music instruction.

Kenai Municipal Code 14.20.230(h)(2) – Fire Code Inspections

Residences which are the subject of a home occupation permit application (other than day care facilities) may be required to be inspected by the Fire Marshal for compliance with the Fire Code (KMC [8.05](#)) prior to approval of the permit, if the Fire Marshal determines it is necessary for public safety. The Fire Marshal for the City of Kenai indicates that a fire inspection is not required for the type of activity.

RECOMMENDATIONS

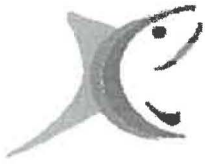
Planning staff finds that the applicant meets the intent, uses permitted, and development requirements for a Home Occupation Permit as outlined under KMC 14.20.230 – Home Occupations. Planning staff recommend that the Planning and Zoning Commission approve the Home Occupation Permit application, subject to the following conditions:

- 1) Applicant must comply with all federal, State of Alaska, and local regulations.
- 2) Pursuant to KMC 14.20.230(f), a home occupation permit is not transferable to another person or location.
- 3) If the applicant decides to put up a sign for her business, she will first obtain a sign permit from the City.

ATTACHMENTS

1. Application
2. Site Plan
3. Floor Plan
4. Aerial Map





Home Occupation 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:	Deborah Sounart		
Mailing Address:	112 Linwood Lane		
City:	Kenai	State: AK	Zip Code: 99611
Phone Number(s):	907 283-7123 and 907 398-3232		
Email:	aksounarts@gmail.com		

PETITIONER REPRESENTATIVE (LEAVE BLANK IF NONE)

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

PROPERTY INFORMATION

Kenai Peninsula Borough Parcel # (Property Tax ID):	04515423
Physical Address:	112 Linwood Lane Kenai
Legal Description:	T06N R 11W SEC 34 Seward Meridian KN 2016089 E venty ^R Sub
Zoning:	Rural Suburban Sounart Replat lot 1A

HOME OCCUPATION DESCRIPTION

(include State Business License and KPB Tax Compliance if applicable for this application)

Home occupation use (attach additional sheets if necessary):

Private Music Lessons
Alaska Business License #2112156
KPB Registration EBR0000472

Home occupations are accessory uses conducted so the average neighbor would not be aware of its existence. Describe how the home occupation is compatible with other permitted uses and with the residential character of the neighborhood:

Music lessons will be private, meaning one student at a time. Because of this, the traffic impact should be negligible. Also, lessons will be given only two days each week from late September through April.

Will you place a sign on the property for your home occupation?
(allowed with an approved sign permit) YES NO

RECEIVED

CITY OF KENAI

DATE 8-1-2022

PLANNING DEPARTMENT

HOME OCCUPATION DEVELOPMENT REQUIREMENTS
 (include site plan/floor plan with square footage with this application)

Will no more than one person outside of the family be employed for the home occupation? YES

Will no more than 30% of the gross floor area of all buildings on the lot be used for the home occupation? YES

Will the home occupation take place in a wholly enclosed principal building or other building accessory to the principal building on the property? YES

AUTHORITY TO APPLY FOR HOME OCCUPATION PERMIT: 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 home occupation permit in conformance with Title 14 of the Kenai Municipal Code. I understand that assigned hearing dates are tentative and may have to be postponed by Planning Department staff 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: Deborah F. Sounart Date: 7-1-2022

Print Name: Deborah F. Sounart Title/Business: Deborah F. Sounart

For City Use Only
 Fire Inspection Status:
 Date Application Fee Received: 8-1-22
 PZ Resolution Number: PZ2022-22

Suburban Residential



Kenai Peninsula Borough Basic Map Viewer

Search...

Sign in

Basic Tools

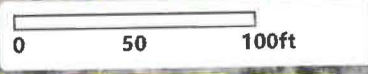
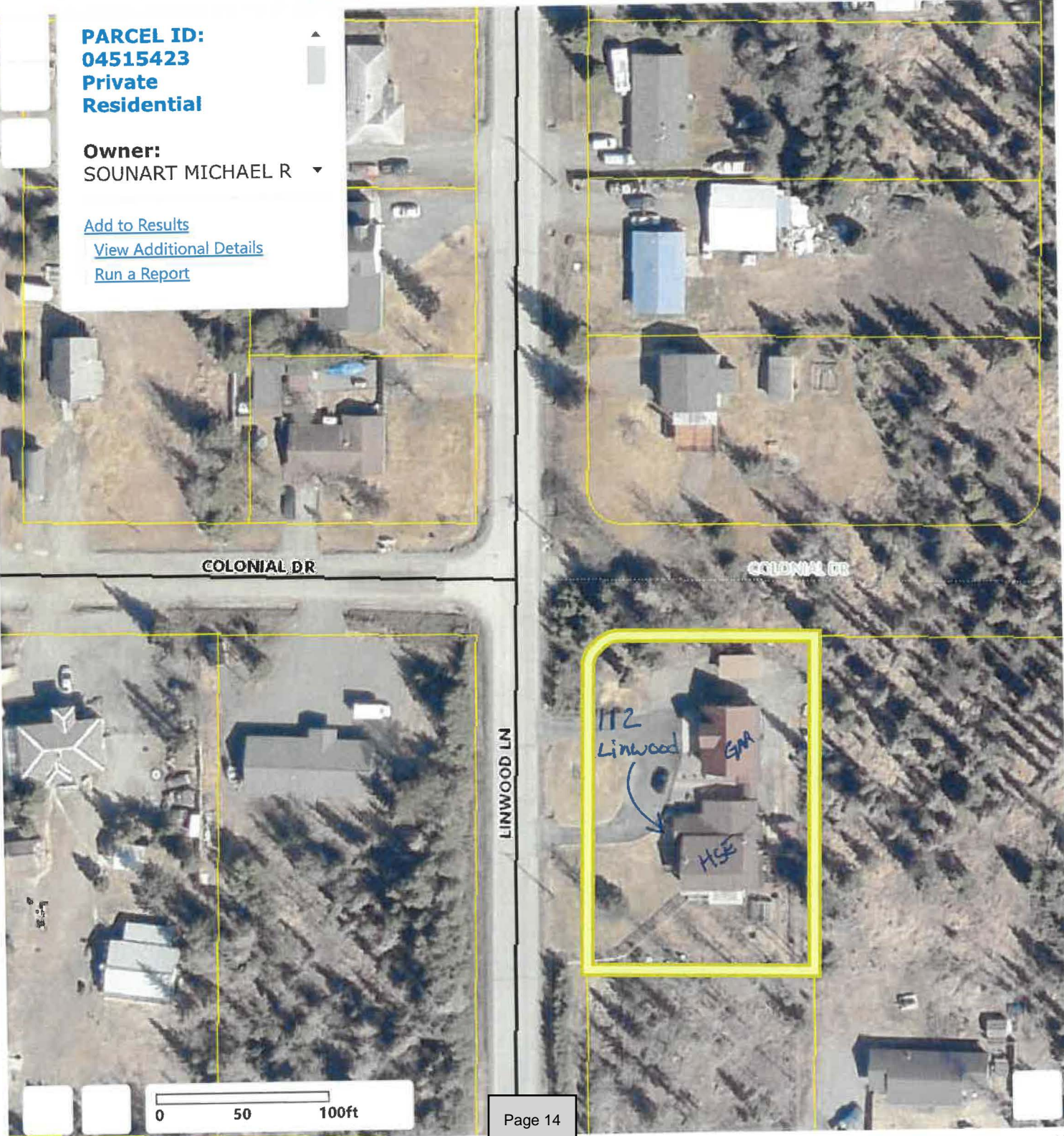
Tool Labels ✕



PARCEL ID:
04515423
Private Residential

Owner:
SOUNART MICHAEL R ▼

[Add to Results](#)
[View Additional Details](#)
[Run a Report](#)





City of Kenai 112 Linwood Ln, Kenai, AK, 99611, U X Q

Show search results for 112 Lin...

(1 of 2)

Parcels: 04515423

PARCEL_ID	04515423
TAXAREA	30 - KENAI CITY
USAGE	112 Residential Dwellings 2-4
SITUS_ADDR	112 LINWOOD LN
ACREAGE	0.61
LEGAL	T 06N R 11W SEC 34 SEWARD MERIDIAN KN 2016089 EVENTYR SUB SOUNART REPLAT LOT 1A
OWNER	SOUNART MICHAEL R
ATTENTION	
ADDRESS	112 LINWOOD LN
CITYSTATE	KENAI, AK 99611
LANDVAL	19,300
...	...

[Zoom to](#)



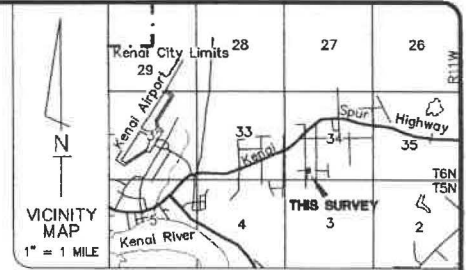
-151.192 60.562 Degrees



LOT 1 BLK. 1
KN 1655

LOT 3
KN 78-7

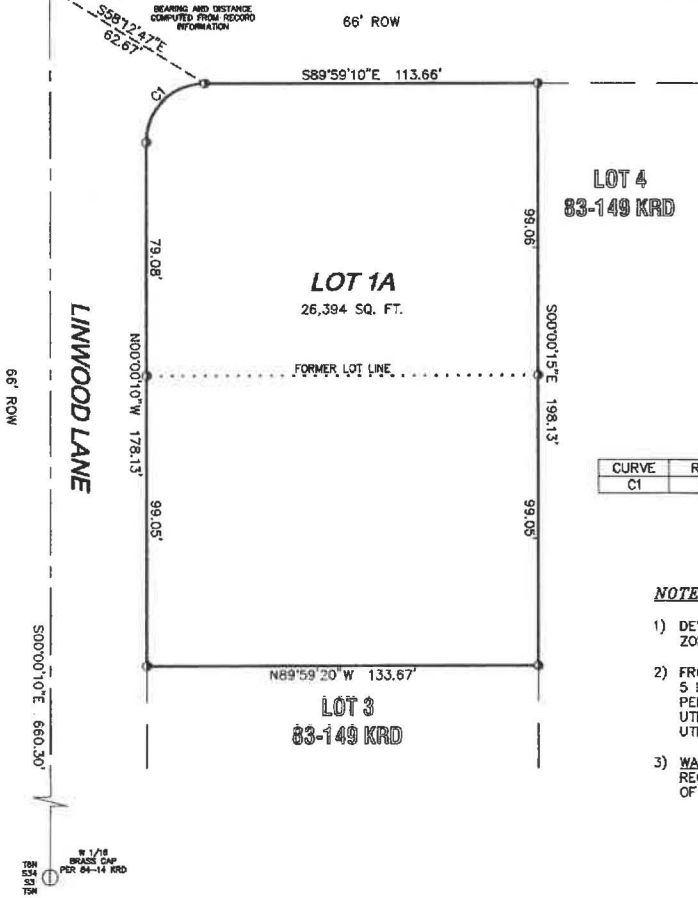
COLONIAL DRIVE



CSM 1/4
PIPE BURNED IN STREET
PER 83-149 KRD

CSM 1/4
BRASS CAP OF RECORD
PER 83-149 KRD

BEARING AND DISTANCE
COMPUTED FROM RECORD
INFORMATION



LOT 2
84-14 KRD

LOT 4
83-149 KRD

LOT 1A
26,394 SQ. FT.

LOT 3
83-149 KRD

LEGEND

- ① PRIMARY MONUMENT OF RECORD AS NOTED
 - SECONDARY MONUMENT OF RECORD
- 5/8" X 24" REBAR LS3808 PER 83-149 KRD

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	20.00'	31.42'	28.29'	S45°00'20"W	90°01'00"

NOTES:

- 1) DEVELOPMENT OF THIS PROPERTY IS SUBJECT TO THE CITY OF KENAI ZONING STANDARDS AND REGULATIONS.
- 2) FRONT 15 FEET ADJACENT TO THE RIGHTS-OF-WAY AND 20 FEET WITHIN 5 FEET OF THE SIDE LOT LINE 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.
- 3) WASTEWATER DISPOSAL: PLANS FOR WASTEWATER DISPOSAL, THAT MEET REGULATORY REQUIREMENTS ARE ON FILE AT THE ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION.

CERTIFICATE OF OWNERSHIP AND DEDICATION

WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE REAL PROPERTY SHOWN AND DESCRIBED HEREON AND THAT WE HEREBY ADOPT THIS PLAN OF SUBDIVISION AND BY OUR FREE CONSENT DEDICATE ALL RIGHTS-OF-WAY AND PUBLIC AREAS TO PUBLIC USE AND GRANT ALL EASEMENTS TO THE USE SHOWN.

Deborah F. Sounart *Michael R. Sounart*
DEBORAH F. SOUNART MICHAEL R. SOUNART

112 LINWOOD LN.
KENAI, AK 99611-8111

NOTARY'S ACKNOWLEDGMENT

FOR: DEBORAH F. SOUNART AND MICHAEL R. SOUNART

ACKNOWLEDGED BEFORE ME THIS 29th DAY OF February 2016

NOTARY PUBLIC FOR ALASKA
MY COMMISSION EXPIRES 2-14-20

NOTARY PUBLIC
DINA R. PIZZUTO
STATE OF ALASKA
MY COMM. EXP 2-14-20

PLAT APPROVAL

THIS PLAT WAS APPROVED BY THE KENAI PENINSULA BOROUGH PLANNING COMMISSION AT THE MEETING OF NOVEMBER 14, 2016

KENAI PENINSULA BOROUGH

Maureen
AUTHORIZED OFFICIAL

CERTIFICATE OF SURVEYOR

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 TO THE NORMAL STANDARDS OF PRACTICE OF LAND SURVEYORS IN THE STATE OF ALASKA.



2016-89
Plat #
Kenai
Rec. Dist.
12/30 2016
Date
Time 1:55 A.M.

KPB FILE No. 2016-129

**EVENTYR SUBDIVISION
SOUNART REPLAT**

A REPLAT OF LOTS 1 AND 2 EVENTYR SUBDIVISION (PLAT NO. 83-149 KRD)

OWNER: DEBORAH F. SOUNART & MICHAEL R. SOUNART
112 LINWOOD LN.
KENAI, AK 99611-8111

LOCATED WITHIN THE SE1/4 SW1/4 SECTION 34, T6N, R11W, SEWARD MERIDIAN, CITY OF KENAI, KENAI RECORDING DISTRICT, KENAI PENINSULA BOROUGH, ALASKA

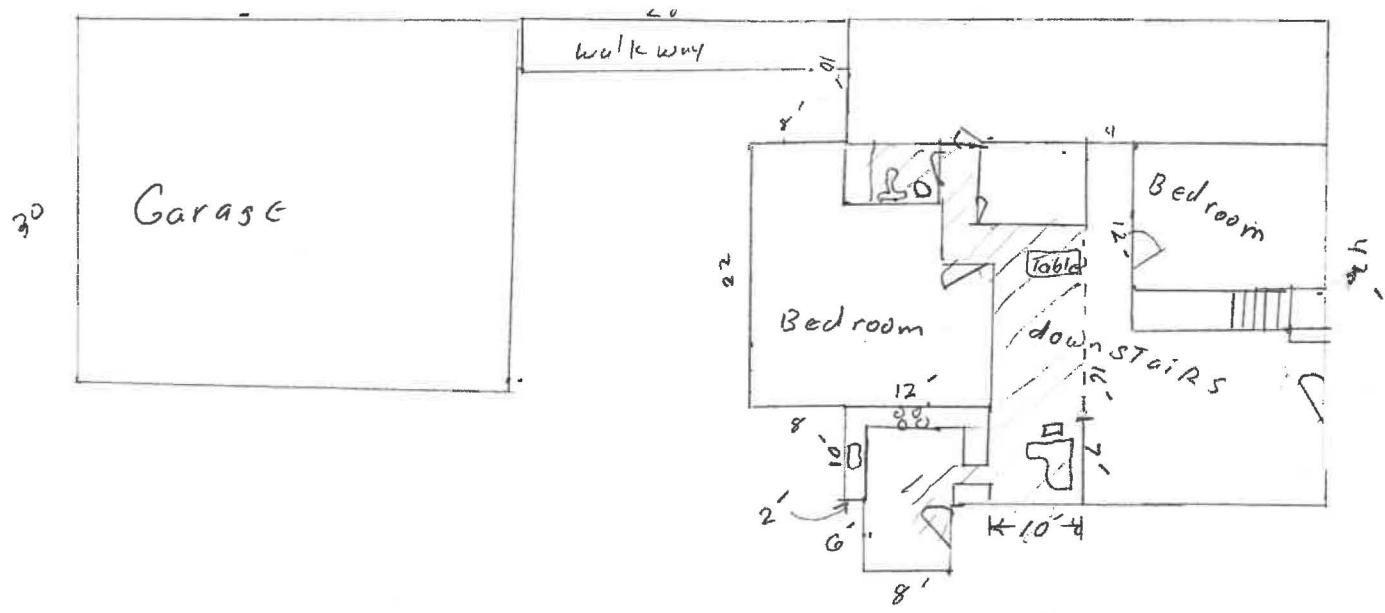
CONTAINING 0.606 ACRES

INTEGRITY SURVEYS INC.

820 SET NET DR. KENAI, AK 99611

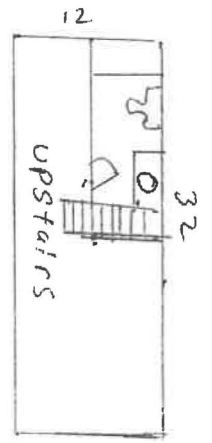
PHONE -- (907) 283-9047
FAX --- (907) 283-9071
SURVEYORS integritysurveys@alaska.net PLANNERS

JOB NO:	216190	DRAWN:	DEC. 12, 2016 SH
SURVEYED:	N/A	SCALE:	1" = 30'
FIELD BK:	N/A	FILE:	216190 PP.DWG



Total House 2288 Sq. FT.

Music lesson Usage 340 Sq. FT.





PARCEL REPORT

PARCEL ID: 04515423

Total Acreage:

0.61



LEGAL DESCRIPTION:

T 06N R 11W SEC 34 SEWARD MERIDIAN KN 2016089 EVENTYR SUB SOUNART REPLAT LOT 1A

ALL PHYSICAL ADDRESSES ON THIS PARCEL:

112 LINWOOD LN

LAND VALUE: \$19,500

ASSESSED VALUE: \$361,100

IMPROVEMENT VALUE: \$341,600

TAXABLE VALUE: \$311,100

BUILDINGS ON THIS PARCEL:

Building Type	Square Footage	Year Built
2+ L FRAME	1,968	1984
CNPY/	75	2016
AOG	1,080	2002

OWNERS:

Name:
SOUNART DEBORAH F

Address:
112 LINWOOD LN
KENAI, AK 99611

Name:
SOUNART MICHAEL R

The data displayed herein is neither a legally recorded map nor survey and should only be used for general reference purposes. Kenai Peninsula Borough assumes no liability as to the accuracy of any data displayed herein. Original source documents should be consulted for accuracy verification.



Kenai City Council - Regular Meeting

August 17, 2022 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

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

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. "Introduction to Executive Director" Peter Evon, Executive Director of the Kenaitze Indian Tribe.

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

D. PUBLIC HEARINGS

1. **ENACTED WITHOUT OBJECTION. Ordinance No. 3300-2022** - Increasing Estimated Revenues and Appropriations in the General Fund FY22 Budget– Police Department and Accepting Grants from the United States Department of Justice and Alaska Municipal League Joint Insurance Association (AMLJIA) for the Purchase of Ballistic Vests. (Administration)
2. **ENACTED WITHOUT OBJECTION. Ordinance No. 3301-2022** - Increasing Estimated Revenues and Appropriations in the General Fund FY22 Budget – Police Department and Accepting a Grant from the Alaska High Intensity Drug Trafficking Area (AK HIDTA) for Drug Investigation Overtime Expenditures. (Administration)
3. **ENACTED WITHOUT OBJECTION. Ordinance No. 3302-2022** - Increasing Estimated Revenues and Appropriations in the Water and Sewer Special Revenue and Wastewater Treatment Plant Improvements Capital Project Fund and Authorizing a Construction Agreement and Purchase Order for the Sludge Press Replacement Project. (Administration)
4. **ENACTED WITHOUT OBJECTION. Ordinance No. 3303-2022** - Increasing Estimated Revenues and Appropriations in the Water Sewer Special Revenue Fund for Operational Chemical Costs in Excess of Budgeted Amounts. (Administration)

5. **ADOPTED WITHOUT OBJECTION. Resolution No. 2022-61** - Authorizing the City Manager to Extend the Restaurant Concession Agreement in the Kenai Municipal Airport for an Additional Year. (Administration)

E. MINUTES

1. *Special Meeting of July 26, 2022. (City Clerk)
2. *Regular Meeting of August 3, 2022. (City Clerk)

F. UNFINISHED BUSINESS

1. **ENACTED WITHOUT OBJECTION AS AMENDED BY SUBSTITUTE. Ordinance No. 3298-2022** - Enacting Kenai Municipal Code Chapter 14.30 - Floodplain Management, within Title 14 - Planning and Zoning, to Regulate Land Use within the Flood Plain and Authorizing the City to Participate in the National Flood Insurance Program. (Administration) *[Clerk's Note: At the Meeting of August 3, 2022 this Ordinance was Postponed to this Meeting; a Motion to Enact is on the Floor.]*
 - **Substitute Ordinance No. 3298-2022** - Enacting Kenai Municipal Code Chapter 14.30- Floodplain Management, Within Title 14-Planning and Zoning, to Regulate Land Use within the Flood Plain and Authorizing the City to Participate in the National Flood Insurance Program. (Administration)

G. NEW BUSINESS

1. ***Action/Approval** - Bills to be Ratified. (Administration)
2. ***Ordinance No. 3304-2022** - Increasing Estimated Revenues and Appropriations in the Airport Special Revenue and Airport Improvements Capital Project Funds for Kenai Municipal Airport Disadvantage Business Enterprise Program Updates. (Administration)
3. ***Ordinance No. 3305-2022** - Conditionally Granting Certain Foreclosed City-Owned Properties Described as Lots 8 & 11, Block 9 and Lot 4, Block 10, Mommsen's Replat of Additions No. 1 & 2 (Parcel Numbers 03910211, 03910208 and 03910304) to Central Peninsula Habitat for Humanity, Inc. for Construction of Housing. (Administration)
4. **APPROVED WITHOUT OBJECTION. Action/Approval** - Purchase Orders Over \$15,000. (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 comments limited to five (5) minutes per speaker*)
2. Council Comments

L. EXECUTIVE SESSION

M. PENDING ITEMS

N. ADJOURNMENT

O. INFORMATION ITEMS

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

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/89147261394>

Meeting ID: 891 4726 1394 **Passcode:** 407724

OR

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

Meeting ID: 891 4726 1394 **Passcode:** 407724



Kenai Peninsula Borough

144 North Binkley Street
Soldotna, AK 99669

Meeting Agenda Planning Commission

Monday, August 22, 2022

7:30 PM

Betty J. Glick Assembly Chambers

Zoom Meeting ID 907 714 2200

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

- 1) Staff will present a report 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 per person
- 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

2. [KPB-4540](#) Conditional Use Permit; PC Resolution 2022-34
Applicant: Castaway Cove Homeowners Association

Attachments: [E2. CUP Castaway Cove HOA](#)
3. [KPB-4541](#) Ordinance 2022-XX: Authorizing the release of a portion of a conservation easement deed restriction on a parcel of land located in Cooper Landing and to acquire a 30-foot-wide tract of land and classify three 30-foot-wide tracts of land as government

Attachments: [E3. ORD Frontage Rd Cooper Landing](#)
4. [KPB-4542](#) Ordinance 2022-XX: Amending KPB 21.02 regarding Advisory Planning Commissions, establishing an advisory planning commission in the Nikiski area.

Attachments: [E4. ORD Nikiski APC](#)

F. PLAT COMMITTEE REPORT

G. OTHER

1. [KPB-4543](#) Community Development Block Grant
Disaster Relief & Mitigation Program

Attachments: [G1. Communit Development Block Grant](#)
2. [KPB-4544](#) Ordinance 2022-XX: Amending KPB Chapter 21.25 & KPB Chapter 21.29 regarding conditional land use permits and material site permits, updating notice, applicability, permit types, application requirements, standards and permit conditions

Attachments: [G2. ORD CLUP Material Sites](#)
3. [KPB-4545](#) Planning Commissioner Training Opportunity: Open Meetings Act, Adjudicative Sessions, Legislative Matters vs. Quasi-Judicial Matters

H. PUBLIC COMMENT/PRESENTATION

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

I. DIRECTOR'S COMMENTS

J. COMMISSIONER COMMENTS

K. ADJOURNMENT



Meeting Agenda Plat Committee

Monday, August 22, 2022

6:00 PM

Betty J. Glick Assembly Chambers

Zoom Meeting ID 907 714 2200

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

- 1) Staff will present a report 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 per person
- 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 AGENDA, EXCUSED ABSENCES, AND MINUTES

All items marked with an asterisk () are consent agenda items. Consent agenda items are considered routine and noncontroversial by the Plat Committee and may be approved by one motion. There will be no separate discussion of consent agenda items unless a Planning Commissioner removes the item from the consent agenda. The removed item will then be considered in its normal sequence on the regular agenda. If you wish to comment on a consent agenda item, please advise the recording secretary before the meeting begins, and she will inform the Chair of your wish to comment.*

G. ADJOURNMENT**MISCELLANEOUS INFORMATIONAL ITEMS****NEXT REGULARLY SCHEDULED PLAT COMMITTEE MEETING**

The next regularly scheduled Plat Committee meeting will be held Monday, September 12, 2022 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.

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>

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 KP.B 2.40.080.