



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

February 23, 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 February 9, 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

1. **Resolution PZ2022-04** - Preliminary Subdivision Plat of Bailey Estates Karpik Rice Replat, submitted by Segesser Surveys, Inc., 30485 Rosland St, Soldotna, AK 99669, on behalf of David C. Karpik and Kathleen J. Rice, 410 Lawton Drive, Kenai, AK 99611
2. **Resolution PZ2022-05** - Preliminary Subdivision Plat of Kenai Meadows Addition No. 1, submitted by Segesser Surveys, Inc., 30485 Rosland St, Soldotna, AK 99669, on behalf of City of Kenai, 210 Fidalgo Avenue, Kenai, AK 99611

F. PUBLIC HEARINGS

G. UNFINISHED BUSINESS

H. **NEW BUSINESS**

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. March 9, 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/89152784821>

OR Call: (253) 215-8782 or (301) 715-8592

Meeting ID: 891 5278 4821 **Passcode:** 547920

**KENAI PLANNING & ZONING COMMISSION
REGULAR MEETING
FEBRUARY 9, 2022 – 7:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVENUE, KENAI, ALASKA
VICE CHAIR ALEX DOUTHIT, PRESIDING**

MINUTES

A. CALL TO ORDER

Vice Chair Douthit called the meeting to order at 7:00 p.m.

1. Pledge of Allegiance

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

2. Roll Call

Commissioners present: A. Douthit, G. Woodard, J. Halstead, G. Greenberg

Commissioners absent: J. Twait, D. Fikes

Staff/Council Liaison present: Planning Director R. Foster, Deputy City Clerk M. Thibodeau, Council Liaison T. Winger

A quorum was present.

3. Agenda Approval

MOTION:

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

4. Consent Agenda

MOTION:

Commissioner Halstead **MOVED** to approve the consent agenda and Commissioner Woodard **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 – None

B. APPROVAL OF MINUTES

1. *Regular Meeting of January 26, 2022

Approved by the consent agenda.

C. **SCHEDULED PUBLIC COMMENT** – None.

D. **UNSCHEDULED PUBLIC COMMENT** – None.

E. **CONSIDERATION OF PLATS** – None.

F. **PUBLIC HEARINGS** – None

G. **UNFINISHED BUSINESS** – None

H. **NEW BUSINESS**

1. **Action/Approval** - Recommendation to City Council for the Execution of a Lease to the State of Alaska, Division of Forestry for Lot 4A, FBO Subdivision No. 11.

MOTION:

Commissioner Halstead **MOVED** to recommend approval of the execution of a lease to the State of Alaska, Division of Forestry for Lot 4A, FBO Subdivision No. 11. Commissioner Woodard **SECONDED** the motion.

Director Foster provided the staff report noting that the lessee has a Special Use Permit on this lot, and is planning improvements that include a concrete containment area and three-phase electrical service. The proposed improvements will cost approximately \$10,000, which would allow them to extend their lease for another five years. He noted that the current use as an air tanker reload base for wildland fire prevention and suppression is supported by the zoning and the Comprehensive Plan.

Clarification was given that Title 21 of KMC explains the requirements for lease renewal in the Airport Reserve, and the lessee's proposed improvements will only provide for a five-year lease. Director Foster explained options provided in code for further lease extension. It was noted that the Division of Forestry is an importance resource at the airport.

VOTE:

YEA: Halstead, Woodard, Douthit, Greenberg

NAY:

MOTION PASSED UNANIMOUSLY.

2. **Action/Approval** - City of Kenai Fiscal Year 2023-2027 Capital Improvement Plan

MOTION:

Commissioner Halstead **MOVED** to recommend approval of the City of Kenai Fiscal Year 2023-

2027 Capital Improvement Plan. Commissioner Woodard **SECONDED** the motion.

Public Works Director Curtin provided a background on the development of the FY2023-2027 Capital Improvement Plan (CIP), noting that there are approximately \$100 million worth of projects identified within it. He noted that \$28.1 million was recently awarded to the City for the bluff stabilization project, which will go towards the majority of the projects identified in the General Fund. He explained that the majority of funds are focused in the Airport, Water/Sewer, and General Funds, and provided further detail on some of the other major projects identified in the CIP. He noted that every City department and some commissions participated in the development of the CIP, and that it will be a great asset for our City to help direct funding towards our highest priorities.

Clarification was provided that projects are not started until Administration has secured funds for it, and the only risk of losing the funding would be if the City doesn't perform the way we said we would to the granting agency.

Discussion involved street light replacement, and details were provided on the City's annual service contract with Kachemak Electric which is funded through the City's normal operational budget. The Street Lighting Improvements project identified in the CIP for FY2026 was noted, and the Commission considered how they would like to see that re-prioritized and addressed earlier

The Willow Street Renovation project was discussed, and Director Curtin clarified that the goal this year is to complete road rehabilitation on Wildwood Drive and a portion of Willow Street; the long-term goal is to complete it all the way from the Spur Highway to the Kenai Animal Shelter, however the costs of replacing old pipes needs to be considered prior to putting down new asphalt.

Clarification was provided on the Outdoor Event Park project, noting that was within the scope of the Millennium Square Park feasibility Study and had also been considered for the Daubenspeck area. Director Curtin explained how this project is tied to the bluff erosion project, as stabilization of the bluff will increase interest in investing in the Millennium Square area.

The suggestion was made to lower the priority of the Kenai Nordic Trail Lighting project in favor of funding street lighting improvements. It was also proposed that other Parks & Recreation projects such as baseball dugouts should also take priority over the trail lighting.

VOTE:

YEA: Greenberg, Halstead, Woodard, Douthit
NAY:

MOTION PASSED UNANIMOUSLY.

I. PENDING ITEMS – None.

J. REPORTS

1. **City Council** – Council Member Winger reported on the actions of the February 2, 2022 City Council Meeting.

2. **Borough Planning** – No report.

3. **City Administration** – Planning Director Foster reported on the following:

- Katie Rector has been hired as the new Planning & Zoning Department Administrative Assistant, and will attend the next commission meeting;
- A Waterfront Project visioning meeting will take place on February 24th at the Kenai Chamber of Commerce, and commissioners are encouraged to attend;
- American Planning Association annual conferences will be online and will include commissioner training, and he will provide dates and information to commissioners;
- Next Planning & Zoning Commission meeting on February 23, 2022 will be preceded by a work session on processes and procedures, and the regular meeting will include two plats.

K. **ADDITIONAL PUBLIC COMMENT** – None.

L. **INFORMATIONAL ITEMS** – None.

M. **NEXT MEETING ATTENDANCE NOTIFICATION**

1. February 23, 2022

N. **COMMISSION COMMENTS & QUESTIONS**

Commissioner Woodard inquired about American Planning Association training dates.

Commissioner Halstead noted that the American Planning Association training is valuable and encouraged any interested commissioners to attend.

Commissioner Greenberg noted that it was a good report.

O. **ADJOURNMENT**

There being no further business before the Commission, the meeting was adjourned at 8:01 p.m.

Minutes prepared and submitted by:

Meghan Thibodeau
Deputy City Clerk



**CITY OF KENAI
PLANNING AND ZONING COMMISSION
RESOLUTION NO. 2022-04**

A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI **RECOMMENDING** THAT BAILEY ESTATES KARPIK RICE REPLAT ATTACHED HERETO BE APPROVED

WHEREAS, the City of Kenai received the plat from Segesser Surveys and,

WHEREAS, the plat meets Municipal Code requirements of the Suburban Residential 2 (RS2); and,

WHEREAS, street names are referenced correctly; and,

WHEREAS, access is provided via Lawton Drive, which is a paved, City maintained road; and

WHEREAS, City water and sewer lines are located along Lawton Drive; and,

WHEREAS, the Planning and Zoning Commission finds:

1. Pursuant to Kenai Municipal Code 14.10.070 Subdivision design standards, the plat conforms to the minimum street widths, easements are sufficiently provided for utilities, the proposed lot would be arranged to provide satisfactory and desirable building sites, and the preliminary plat meets standards for water and wastewater.
2. Pursuant to Kenai Municipal Code 14.24.010 Minimum lot area requirements, the proposed lots meets City standards for minimum lot sizes.
3. Pursuant to Kenai Municipal Code 14.24.020 General Requirements, the proposed lots meet City standards for minimum lot width, maximum lot coverage, maximum height, and setbacks.

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

Section 1. That the preliminary plat of Bailey Estates Karpik Rice Replat be approved subject to the following conditions:

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

PASSED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI, ALASKA, this 23rd day of February, 2022.

JEFF TWAIT, CHAIRPERSON

ATTEST:

Michelle M. Saner, MMC, 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: Ryan Foster, Planning Director
DATE: February 15, 2022
SUBJECT: PZ2022-04 – Preliminary Plat – Bailey Estates Karpik Rice Replat

Applicant: David C. Karpik and Kathleen J. Rice
410 Lawton Drive
Kenai, AK 99611

Submitted By: Segesser Surveys
30485 Rosland St
Soldotna, AK 99669

Requested Action: Preliminary Subdivision Plat – Bailey Estates Karpik Rice Replat

Legal Description: Lot 1 & Lot 2, Bailey Estates Amended

Property Address: 406 and 410 Lawton Drive

KPB Parcel No: 04916068 and 04916069

Lot Size: Approximately 2.35 acres and 1.08 acres

Existing Zoning: Suburban Residential 2

Current Land Use: Single Family Dwelling

Land Use Plan: Suburban Residential

GENERAL INFORMATION

Segesser Surveys submitted a preliminary plat on behalf of the property owners, David C. Karpik and Kathleen J. Rice. The plat affects the parcels with KPB Parcel No: 04916068 and 04916069.

The proposed Bailey Estates Karpik Rice Replat will move the lot line between 406 and 410 Lawton Drive, creating a larger lot for 410 Lawton Drive. The proposed Lot 1A is approximately 2.029 acres and proposed Lot 2A is approximately 1.4 acres.

Application, Public Notice, Public Comment

KMC 14.10.010 General under *Chapter 14.10 Subdivision Regulations* states preliminary plats or replats must first be submitted to the City for review prior to the submittal of the plat to the Kenai Peninsula Borough Planning Department. Kenai Municipal Code (*KMC*) *14.10.060* describes the process in more detail. The plat will be reviewed first by the City of Kenai Planning and Zoning Commission and then by the Kenai Peninsula Borough's Plat Committee and Planning Commission.

The property owners completed the City of Kenai preliminary plat submittal form. The City of Kenai follows *Kenai Peninsula Borough Code 20.25.070* and *20.25.080* for preliminary plat submittal requirements. City staff published notice of the consideration of the plat as part of the agenda for the City of Kenai Planning and Zoning Commission in the *Peninsula Clarion*. No public comments have been received as of February 17, 2022.

ANALYSIS

Access to the proposed Bailey Estates Karpik Rice Replat is provided via Lawton Drive, which is a paved, City maintained road. City water and sewer lines are adjacent along Lawton Drive.

The preliminary plat meets requirements of *KMC Subdivision design standards* and *KMC 14.10.080 Minimum improvements required under Chapter 14.10 Subdivision Regulations*.

RECOMMENDATIONS

City staff recommends approval of the preliminary plat of Bailey Estates Karpik Rice Replat subject to the following conditions:

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

ATTACHMENTS

1. Application
2. Preliminary Plat
3. Aerial Map





Preliminary Plat Submittal Form

City of Kenai
Planning and Zoning Department
210 Fidalgo Avenue
Kenai, AK 99611
(907) 253-8200
planning@kenai.city
www.kenai.city/planning

APPLICANT INFORMATION

| | | | | | | | |
|------------------|----------------------------|-------|----------|--------|----|-----------|-------|
| Name: | Segesser Surveys Inc | | | | | | |
| Mailing Address: | 30485 Rosland St | City: | Soldotna | State: | AK | Zip Code: | 99669 |
| Phone Number(s): | 907-262-3909, 907-252-3421 | | | | | | |
| Email: | seggy@ptialaska.net | | | | | | |

REGISTERED OWNER

| | | | | | | | |
|------------------|--------------------------------------|-------|-------|--------|----|-----------|-------|
| Name: | David C. Karpik and Kathleen J. Rice | | | | | | |
| Mailing Address: | 410 Lawton Dr. | City: | Kenai | State: | AK | Zip Code: | 99611 |
| Phone Number(s): | | | | | | | |
| Email: | | | | | | | |

PROPERTY INFORMATION

| | | | | | | | |
|----------------------|--------------------------------------|--|---------------------------------------|--|-------------------------------------|--|--|
| Property Owner Name: | David C. Karpik and Kathleen J. Rice | | | | | | |
| Current City Zoning: | | | | | | | |
| Use: | <input type="checkbox"/> Residential | | <input type="checkbox"/> Recreational | | <input type="checkbox"/> Commercial | | |
| | <input type="checkbox"/> Other: | | | | | | |
| Water: | <input type="checkbox"/> On Site | | <input type="checkbox"/> City | | <input type="checkbox"/> Community | | |
| Sewer: | <input type="checkbox"/> On Site | | <input type="checkbox"/> City | | <input type="checkbox"/> Community | | |

PLAT INFORMATION

| | | | | | | | |
|----------------------------------|-----------------------------------|--|-----------------------------|--|--|--|--|
| Preliminary Plat Name: | Bailey Estates Karpik-Rice Replat | | | | | | |
| Revised Preliminary Plat Name: | | | | | | | |
| Vacation of Public Right-of-Way: | <input type="checkbox"/> Yes | | <input type="checkbox"/> No | | | | |
| Street Name (if vacating ROW): | | | | | | | |

Exceptions Required and Requested:

Comments:

REQUIRED ATTACHMENTS

| | | |
|---|--|---|
| <input checked="" type="checkbox"/> Certificate to Plat | <input checked="" type="checkbox"/> (1) 24" x 36" Plat | <input checked="" type="checkbox"/> (2) 11" x 17" Plats |
|---|--|---|

| | | | | |
|-------------|---------------|-----------------|----------------------|---------|
| Signature: | | | Date: | 1/18/22 |
| Print Name: | John Segesser | Title/Business: | Segesser Surveys Inc | |

RECEIVED
CITY OF KENAI
DATE 2-5-22
PLANNING DEPARTMENT

Stewart Title of the Kenai Peninsula, Inc.

35096 Kenai Spur Hwy.
Soldotna, AK 99669
Tel: (907) 260-8031 Fax: (907) 260-8036

CERTIFICATE TO PLAT

Segesser Surveys, Inc.
30485 Rosland
Soldotna, AK 99669
Attention: John Segesser

File Number: 21205
Premium: \$250.00
Tax:

Gentlemen:

This is a certificate as of December 21, 2021 at 8:00 A.M. for a plat out of the following property:

Lots One (1) and Two (2), BAILEY ESTATES AMENDED, according to Plat No. 97-33, Kenai Recording District, Third Judicial District, State of Alaska.

The Company certifies that record title is vested in

David C. Karpik, a married man as to Lot 1 and Kathleen J. Rice, a married woman as to Lot 2 an estate in fee simple, free from all liens, encumbrances, and objections except for as follows:

1. **RESERVATIONS** and exceptions as contained in U.S. Patent, and/or acts authorizing the issuance thereof.
2. **RESERVATIONS AND EXCEPTIONS** as contained in Mineral Patent from the United States of America to the State of Alaska
Recorded: November 23, 1984
Volume/Page: 251/343

FURTHER, no other examination of the excepted title to minerals has been made herein and no insurance nor responsibility therefore is implied or assumed.

3. **TAXES AND ASSESSMENTS**, if any due the taxing authority indicated:
Taxing Authority: City of Kenai
4. **TAXES AND ASSESSMENTS**, if any, due the taxing authority indicated:
Taxing Authority: KENAI PENINSULA BOROUGH
5. **EASEMENT** for electric lines or system and/or telephone lines together with right to enter, maintain, repair and clear shrubbery:
Recorded: April 12, 1954
Volume/Page: Misc 1/20
Granted To: Kenai Power Corporation
Affects: General Easement, no definite location disclosed

Assigned to the City of Kenai by Instrument recorded December 31, 1963 in Misc. Book 11 at Page 188

6. **AN OIL AND GAS LEASE** affecting the above interest under the terms, covenants and conditions therein provided:
Lessor: Paul Whiteman and William Trimmingham
Lessee: Union Oil Company of California
Recorded: September 15, 1978
Volume/Page: 132/18

FURTHER, no other examination of the excepted title to minerals has been made herein and no insurance nor responsibility therefore is implied or assumed.

7. **RESERVATION** of oil, gas and mineral rights constructive notice of which is given by recital in deed:

Recorded: March 1, 1995

Volume/Page: 459/834

FURTHER, no other examination of the excepted title to minerals has been made herein and no insurance nor responsibility therefore is implied or assumed.

8. **BUILDING ENERGY EFFICIENCY STANDARDS CERTIFICATION** including the terms and provisions therein:

Recorded: March 17, 1999

Volume/Page: 554/621

(Affects Lot 2)

9. **SUMMARY OF BUILDING INSPECTION** including the terms and provisions therein:

Recorded: March 17, 1999

Volume/Page: 554/622

(Affects Lot 2)

10. **DEED OF TRUST**, including terms and provisions thereof, to secure an indebtedness of the amount herein stated and for any other amounts payable under the terms thereof:

Amount: \$472,000.00

Dated: October 24, 2019

Recorded: October 25, 2019

Serial No.: 2019-009500-0

Trustor: Kathleen J. Rice, a married woman

Trustee: Stewart Title of the Kenai Peninsula, Inc.

Beneficiary: Mortgage Electronic Registration Systems, Inc. (MERS) acting as nominee for The Huntington National Bank

(Affects Lot 2)

Stewart Title of the Kenai Peninsula, Inc.

By

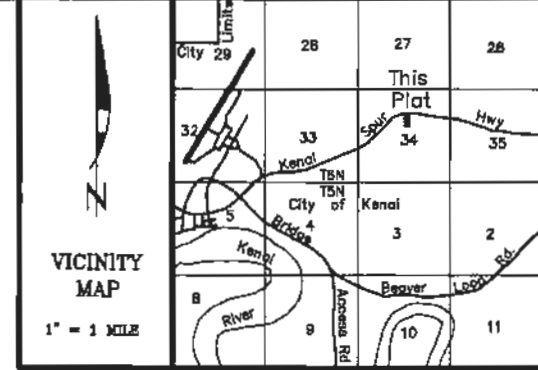
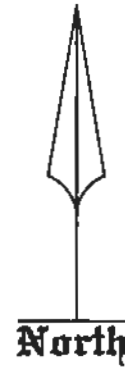

Authorized Countersignature

Terri Cotterell
Authorized Signator

NOTE: We will update this certificate to comply with Kenai Peninsula Borough Ordinance 90-38 upon notification from surveyor.

LEGEND:

- ⊕ 3 1/4" ALUM. CAP MON. 610-S 1998 FOUND
- ⊕ 2 1/2" ALUM. CAP MON. ILLEGIBLE FOUND
- 5/8" REBAR FOUND
- 5/8" REBAR w/PLASTIC CAP LS8859 SET
- () RECORD DATUM PLAT 97-33 KR



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.

DAVID C. KARPIK
410 LAWTON DRIVE
KENAI, ALASKA 99611

KATHLEEN J. RICE
410 LAWTON DRIVE
KENAI, ALASKA 99611

NOTARY'S ACKNOWLEDGEMENT

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

NOTARY PUBLIC FOR ALASKA
MY COMMISSION EXPIRES _____

NOTARY'S ACKNOWLEDGEMENT

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

NOTARY PUBLIC FOR ALASKA
MY COMMISSION EXPIRES _____

PLAT APPROVAL

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

KENAI PENINSULA BOROUGH

AUTHORIZED OFFICIAL _____

KPB FILE No. _____

Bailey Estates Karpik Rice Replat

A resubdivision of Lots 2 and 3 Bailey Estates Amended, Plat 97-33, Kenai Recording District.
Located within the NE 1/4 NW 1/4 Section 4, T3N, R11W, S.M. City of Kenai, Kenai Peninsula Borough, Alaska

Containing 3.429 Ac.

| | |
|--|--|
| Surveyor Segesser Surveys 30486 Rosland St. Soldotna, AK 99689 (907) 262-3909 | Owners David C. Karpik Kathleen J. Rice 410 Lawton Drive Kenai, Alaska 99611 |
| JOB NO. 21379 | DRAWN: 1-14-22 |
| SURVEYED: | SCALE: 1"=50' |
| FIELD BOOK: | SHEET: 1 of 1 |

NOTES:

- 1) Basis of bearing taken from Bailey Estates Amended, Plat 97-33, Kenai Recording District.
- 2) Further development of the property shall conform to all federal, State of Alaska and local regulations.
- 3) Development must meet City of Kenai Chapter 14 Zoning Requirements.
- 4) An easement for electric lines or system and/or telephone lines granted to Hamer Electric Association is recorded in Misc. Book 1 Page 20, Kenai Recording District. No definite location disclosed.
- 5) Front 15 feet adjacent to rights-of-way is also a utility easement. No permanent structures shall be constructed or placed within a utility easement which would interfere with the ability of a utility to use the easement.

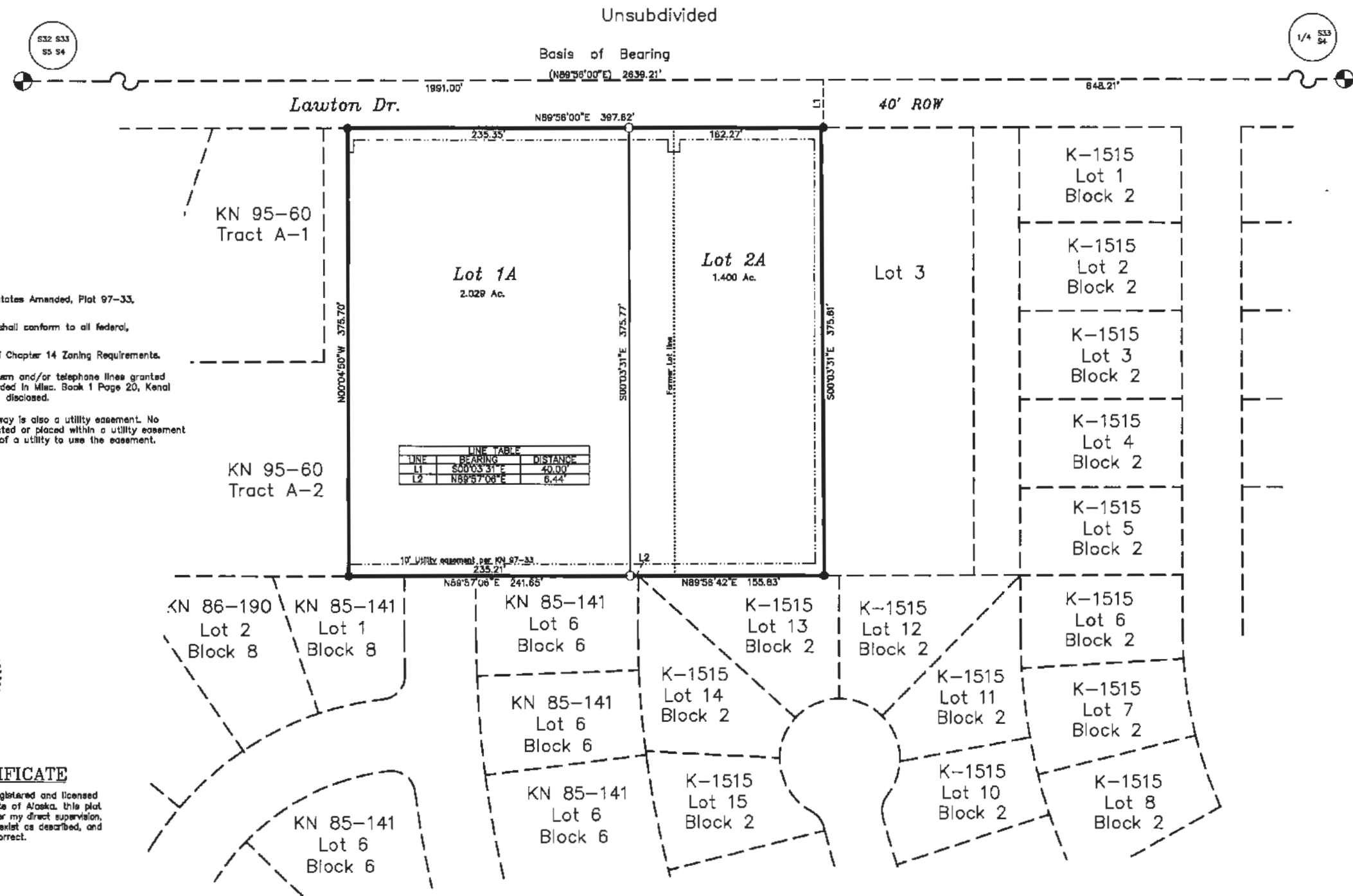
| LINE | BEARING | DISTANCE |
|------|-------------|----------|
| L1 | S00°03'31"E | 40.00' |
| L2 | N89°57'06"E | 6.44' |



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 _____





Preliminary Plat – Bailey Estates Karpik Rice Replat
406 and 410 Lawton Drive
04916068 and 04916069



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

PLANNING & ZONING COMMISSION

Resolution PZ2022-04 – Preliminary Plat – Bailey Estates Karpik Rice Replat

SUMMARY

Applicant: David C. Karpik and Kathleen J. Rice
410 Lawton Drive
Kenai, AK 99611

Property Address: 406 and 410 Lawton Drive

KPB Parcel No: 04916068 and 04916069

Lot Size: Approximately 2.35 acres and 1.08 acres

Existing Zoning: Suburban Residential 2

Current Land Use: Single Family Dwelling

Land Use Plan: Suburban Residential

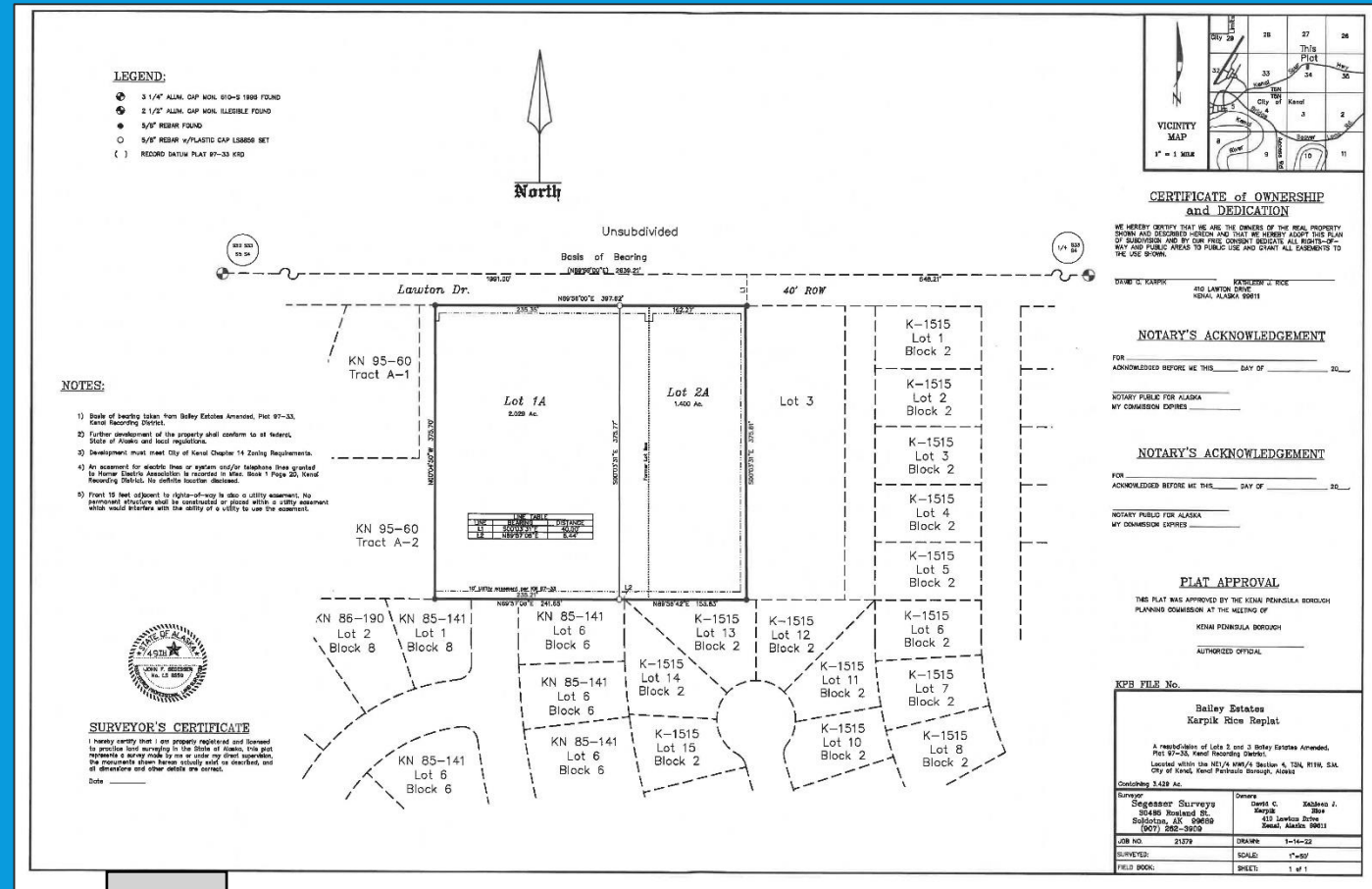


Preliminary Plat – Bailey Estates Karpik Rice Replat
406 and 410 Lawton Drive
04916068 and 04916069



PRELIMINARY PLAT

- Segesser Surveys submitted a preliminary plat on behalf of the property owners, David C. Karpik and Kathleen J. Rice.
- The proposed Replat will move the lot line between 406 and 410 Lawton Drive, creating a larger lot for 410 Lawton Drive.
- The proposed Lot 1A is approximately 2.029 acres and proposed Lot 2A is approximately 1.4 acres.



STAFF ANALYSIS

- Access to the proposed Bailey Estates Karpik Rice Replat is provided via Lawton Drive, which is a paved, City maintained road. City water and sewer lines are adjacent along Lawton Drive.
- The preliminary plat meets requirements of KMC Subdivision design standards and KMC 14.10.080 Minimum improvements required under Chapter 14.10 Subdivision Regulations.

RECOMMENDATIONS



- City staff recommends approval of the preliminary plat of Bailey Estates Karpik Rice Replat subject to the following conditions:
 1. Further development of the property shall conform to all federal, State of Alaska, and local regulations.

ATTACHMENTS

- A. Application
- B. Preliminary Plat
- C. Aerial Map

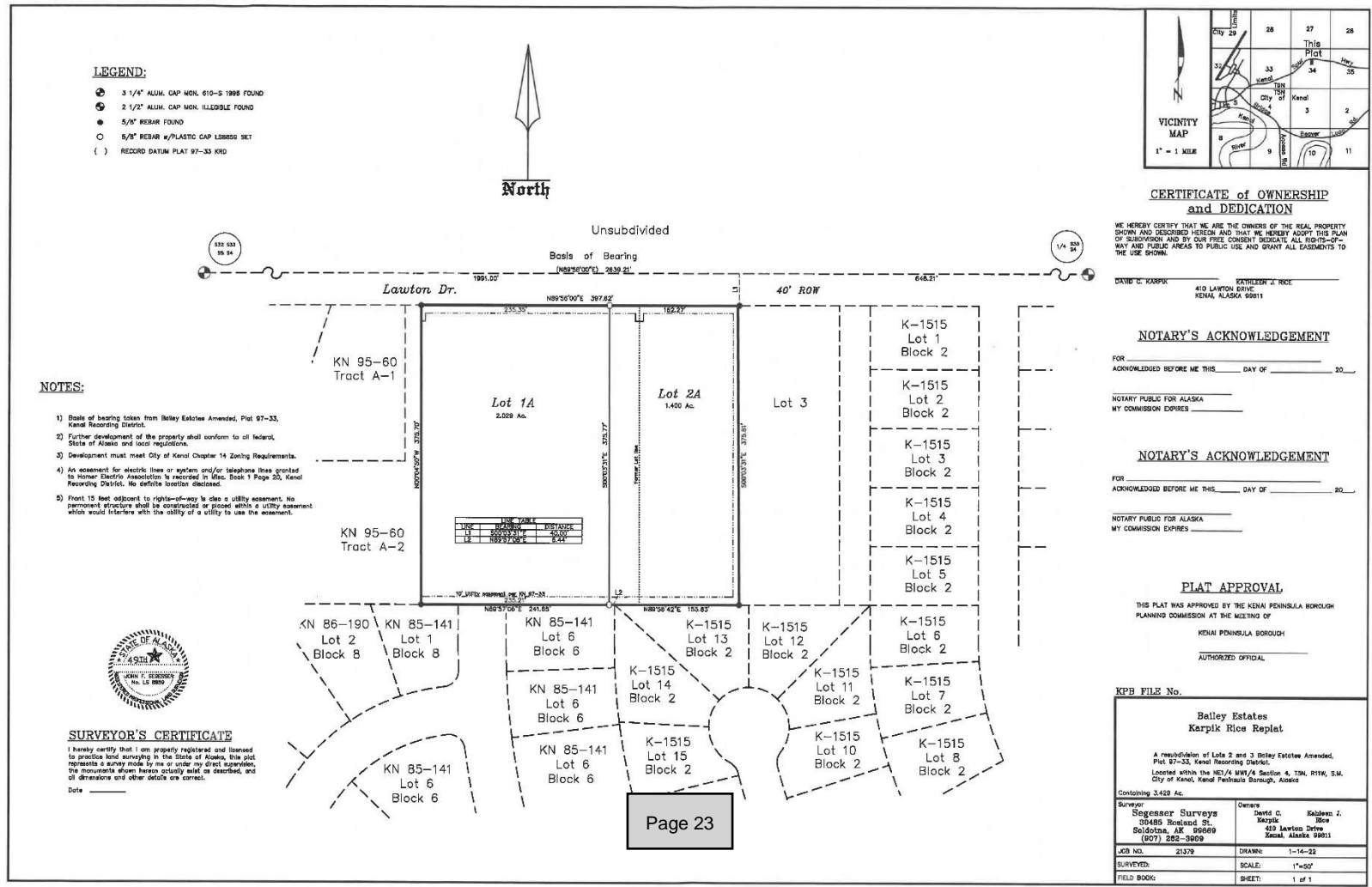
A. APPLICATION

1/18/2022 8:20 PM FROM: Staples TO: +19072623910 P. 1

| | | | | | |
|--|---|---|----------|--|--------------------|
|  | | Preliminary Plat Submittal Form | | City of Kenai Planning and Zoning Department 210 Fidsalg Avenue Kenai, AK 99611 (907) 283-8200 planning@kenai.city www.kenai.city/planning | |
| | | | | | |
| APPLICANT/SURVEYOR | | | | | |
| Name: | Segesser Surveys Inc | | | | |
| Mailing Address: | 30485 Rosland St | City: | Soldotna | State: | AK Zip Code: 99669 |
| Phone Number(s): | 907-262-3909, 907-252-3421 | | | | |
| Email: | seggy@ptataska.net | | | | |
| PROPERTY OWNER | | | | | |
| Name: | David C. Karpik and Kathleen J. Rice | | | | |
| Mailing Address: | 410 Lawton Dr. | City: | Kenai | State: | AK Zip Code: 99611 |
| Phone Number(s): | | | | | |
| Email: | | | | | |
| PROPERTY INFORMATION | | | | | |
| Property Owner Name: | David C. Karpik and Kathleen J. Rice | | | | |
| Current City Zoning: | | | | | |
| Use: | <input type="checkbox"/> Residential <input type="checkbox"/> Recreational <input type="checkbox"/> Commercial <input type="checkbox"/> Other: | | | | |
| Water: | <input type="checkbox"/> On Site <input type="checkbox"/> City <input type="checkbox"/> Community | | | | |
| Sewer: | <input type="checkbox"/> On Site <input type="checkbox"/> City <input type="checkbox"/> Community | | | | |
| PLAT INFORMATION | | | | | |
| Preliminary Plat Name: | Bailey Estates Karpik-Rice Replat | | | | |
| Revised Preliminary Plat Name: | | | | | |
| Vacation of Public Right-of-Way: | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | | |
| Street Name (if vacating ROW): | | | | | |
| Exceptions Required and Requested: | | | | | |
| | | | | | |
| Comments: | | | | | |
| | | | | | |
| REQUIRED DOCUMENTS | | | | | |
| <input checked="" type="checkbox"/> Certificate to Plat <input type="checkbox"/> (1) 24" x 36" Plat <input type="checkbox"/> (2) 11" x 17" Plats | | | | | |
| SIGNATURE | | | | | |
| Signature: |  | | | | |
| Print Name: | John Segesser | | | | |

RECEIVED
 CITY OF KENAI
 DATE 2-3-22
 PLANNING DEPARTMENT

B. PRELIMINARY PLAT



C. AERIAL MAP



Preliminary Plat – Bailey Estates Karpik Rice Replat
406 and 410 Lawton Drive
04916068 and 04916069





**CITY OF KENAI
PLANNING AND ZONING COMMISSION
RESOLUTION NO. 2022-05**

A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI **RECOMMENDING** THAT KENAI MEADOWS ADDITION NO. 1 ATTACHED HERETO BE APPROVED

WHEREAS, the City of Kenai received the plat from Segesser Surveys and,

WHEREAS, the plat meets Municipal Code requirements of the Rural Residential (RR); and,

WHEREAS, street names are referenced correctly; and,

WHEREAS, access is provided via Redoubt Avenue, which is a paved, City maintained road; and

WHEREAS, City water and sewer lines are located along Redoubt Avenue; and,

WHEREAS, the Planning and Zoning Commission finds:

1. Pursuant to Kenai Municipal Code 14.10.070 Subdivision design standards, the plat conforms to the minimum street widths, easements are sufficiently provided for utilities, the proposed lot would be arranged to provide satisfactory and desirable building sites, and the preliminary plat meets standards for water and wastewater.
2. Pursuant to Kenai Municipal Code 14.24.010 Minimum lot area requirements, the proposed lots meets City standards for minimum lot sizes.
3. Pursuant to Kenai Municipal Code 14.24.020 General Requirements, the proposed lots meet City standards for minimum lot width, maximum lot coverage, maximum height, and setbacks.

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

Section 1. That the preliminary plat of Kenai Meadows Addition No. 1 be approved subject to the following conditions:

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

PASSED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI, ALASKA, this 23rd day of February, 2022.

JEFF TWAIT, CHAIRPERSON

ATTEST:

Michelle M. Saner, MMC, 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: Ryan Foster, Planning Director
DATE: February 15, 2022
SUBJECT: PZ2022-05 – Preliminary Plat – Kenai Meadows Addition No. 1

Applicant: City of Kenai
210 Fidalgo Avenue
Kenai, AK 99611

Submitted By: Segesser Surveys
30485 Rosland St
Soldotna, AK 99669

Requested Action: Preliminary Subdivision Plat – Kenai Meadows Addition No. 1

Legal Description: Kenai Meadows Tract A

Property Address: 2200 Redoubt Avenue

KPB Parcel No: 03901065

Lot Size: Approximately 72.2 acres

Existing Zoning: Rural Residential

Current Land Use: Vacant

Land Use Plan: Suburban Residential

GENERAL INFORMATION

Segesser Surveys submitted a preliminary plat on behalf of the property owners, City of Kenai. The plat affects the parcel with KPB Parcel No: 03901065.

The proposed Kenai Meadows Addition No. 1 will create a Lot 3 at approximately 0.99 acres and Lot 4 at approximately 1.3 acres. These proposed lots are for the development of senior and income restricted housing per a conditional donation by the City of Kenai to the Kenai Peninsula Housing Initiative. The preliminary plat proposes to dedicate a 60' right of way between Lots 2 and 3. The right of way would provide access to the remaining approximately 70 acres of City owned property and aligns with the block widths of neighboring subdivided properties.

Application, Public Notice, Public Comment

KMC 14.10.010 General under *Chapter 14.10 Subdivision Regulations* states preliminary plats or replats must first be submitted to the City for review prior to the submittal of the plat to the Kenai Peninsula Borough Planning Department. *Kenai Municipal Code (KMC) 14.10.060* describes the process in more detail. The plat will be reviewed first by the City of Kenai Planning and Zoning Commission and then by the Kenai Peninsula Borough's Plat Committee and Planning Commission.

The property owners completed the City of Kenai preliminary plat submittal form. The City of Kenai follows *Kenai Peninsula Borough Code 20.25.070* and *20.25.080* for preliminary plat submittal requirements. City staff published notice of the consideration of the plat as part of the agenda for the City of Kenai Planning and Zoning Commission in the *Peninsula Clarion*. No public comments have been received as of February 17, 2022.

ANALYSIS

Access to the proposed Kenai Meadows Addition No. 1 is provided via Redoubt Avenue, which is a paved, City maintained road. City water and sewer lines are adjacent along Redoubt Avenue.

The preliminary plat meets requirements of *KMC Subdivision design standards* and *KMC 14.10.080 Minimum improvements required* under *Chapter 14.10 Subdivision Regulations*.

RECOMMENDATIONS

City staff recommends approval of the preliminary plat of Kenai Meadows Addition No. 1 subject to the following conditions:

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

ATTACHMENTS

1. Application
2. Preliminary Plat
3. Aerial Map





Preliminary Plat Submittal Form

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

PREPARED BY:

| | | | | | | | |
|------------------|----------------------------|-------|----------|--------|----|-----------|-------|
| Name: | Segesser Surveys Inc | | | | | | |
| Mailing Address: | 30485 Rosland St | City: | Soldotna | State: | AK | Zip Code: | 99669 |
| Phone Number(s): | 907-262-3909, 907-252-3421 | | | | | | |
| Email: | seggy@ptialaska.net | | | | | | |

PROPERTY OWNER:

| | | | | | | | |
|------------------|------------------|-------|-------|--------|----|-----------|-------|
| Name: | City of Kenai | | | | | | |
| Mailing Address: | 210 Fidalgo Ave. | City: | Kenai | State: | AK | Zip Code: | 99611 |
| Phone Number(s): | | | | | | | |
| Email: | | | | | | | |

PROPERTY INFORMATION:

| | | | | | | |
|----------------------|--------------------------------------|---------------------------------------|-------------------------------------|--|--|--|
| Property Owner Name: | City of Kenai | | | | | |
| Current City Zoning: | | | | | | |
| Use: | <input type="checkbox"/> Residential | <input type="checkbox"/> Recreational | <input type="checkbox"/> Commercial | | | |
| | <input type="checkbox"/> Other: | | | | | |
| Water: | <input type="checkbox"/> On Site | <input type="checkbox"/> City | <input type="checkbox"/> Community | | | |
| Sewer: | <input type="checkbox"/> On Site | <input type="checkbox"/> City | <input type="checkbox"/> Community | | | |

PLAT INFORMATION:

| | | | | | | |
|----------------------------------|------------------------------|--|-----------------------------|--|--|--|
| Preliminary Plat Name: | Kenai Meadows Addition No. 1 | | | | | |
| Revised Preliminary Plat Name: | | | | | | |
| Vacation of Public Right-of-Way: | <input type="checkbox"/> Yes | | <input type="checkbox"/> No | | | |
| Street Name (if vacating ROW): | | | | | | |

Exceptions Required and Requested:

Comments:

DESIGNER ATTACHMENTS:

Certificate to Plat (1) 24" x 36" Plat (2) 11" x 17" Plats

SIGNATURE:

| | | | | |
|-------------|---------------|-----------------|----------------------|--------|
| Signature: | | | Date: | 2-2-22 |
| Print Name: | John Segesser | Title/Business: | Segesser Surveys Inc | |



Stewart Title of the Kenai Peninsula, Inc.

35096 Kenai Spur Hwy.
Soldotna, AK 99669
Tel: (907) 260-8031 Fax: (907) 260-8036

CERTIFICATE TO PLAT

Segesser Surveys, Inc.
30485 Rosland
Soldotna, AK 99669
Attention: John Segesser

File Number: 21289
Premium: \$250.00
Tax:

Gentlemen:

This is a certificate as of January 18, 2022 at 8:00 A.M. for a plat out of the following property:

Tract A, KENAI MEADOWS, according to Plat No. 2017-17, Kenai Recording District, Third Judicial District, State of Alaska.

The Company certifies that record title is vested in

City of Kenai

an estate in fee simple, free from all liens, encumbrances, and objections except for as follows:

1. **RESERVATIONS** and exceptions as contained in U.S. Patent, and/or acts authorizing the issuance thereof.
2. **TAXES AND ASSESSMENTS**, if any due the taxing authority:
Taxing Authority: CITY OF KENAI
3. **TAXES AND ASSESSMENTS**, if any, due the taxing authority indicated:
Taxing Authority: KENAI PENINSULA BOROUGH
4. **RESERVATION OF EASEMENT** for highway purposes, and any assignments or uses thereof for recreational, utility or other purposes, as disclosed by Public Land Order No. 601, dated August 10, 1949 and amended by Public Land Order No. 757, dated October 10, 1959; Public Land Order No. 1613, dated April 7, 1958; and Department of the Interior Order No. 2665, dated October 16, 1951, Amendment No. 1 thereto, dated July 17, 1952 and Amendment No. 2 thereto, dated September 15, 1956, filed in the Federal Register.
5. **AN OIL AND GAS LEASE** affecting the above interest under the terms, covenants and conditions therein provided:
Lessor: Richard Mommsen, a single man
Lessee: Standard Oil Company of California
Recorded: April 12, 1958
Volume/Page: 8/79

FURTHER, no other examination of the excepted title to minerals has been made herein and no insurance nor responsibility therefore is implied or assumed.

6. **EASEMENT** for electric lines or system and/or telephone lines together with right to enter, maintain, repair and clear shrubbery:
Recorded: June 4, 1958
Volume/Page: Misc. 2/34
Granted To: Homer Electric Association, Inc.
Affects: General Easement, no definite location disclosed

7. **WATER AND SEWER EASEMENT** affecting the portion of said premises and for the purposes stated herein, and incidental purposes thereto:
In Favor Of: City of Kenai
Recorded: September 17, 1973
Volume/Page: 73/347
Affects: Portion of said land
8. **EASEMENTS, SET-BACKS AND DEDICATIONS** as delineated on Plat No. 2017-17.
9. **EFFECT** of the notes on said Plat No. 2017-17.

Stewart Title of the Kenai Peninsula, Inc.

By


Authorized Countersignature

Terri Cotterell
Authorized Signator

NOTE: We will update this certificate to comply with Kenai Peninsula Borough Ordinance 90-38 upon notification from surveyor.

LEGEND:

- 3 1/4" ALUM. CAP MQN. LS 6101 FOUND AS SHOWN
- 2 1/2" BRASS CAP MQN. FOUND AS SHOWN
- 5/8" REBAR w/PLASTIC CAP LS8859 FOUND
- 5/8" REBAR w/PLASTIC CAP LS8859 SET
- () RECORD DATUM PLAT 2017-17 KRD



NOTES:

- 1) Basis of bearing taken from Kenal Meadows, Plat 2017-17, Kenal Recording District.
- 2) This plat is subject to City of Kenal zoning regulations.
- 3) Further development of the property shall conform to all Federal, State, and local regulations.
- 4) An easement for electric lines or system and/or telephone lines granted to Homer Electric Association is recorded in Book 2 Page 34, Kenal Recording District.
- 5) 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.
- 6) **WASTEWATER DISPOSAL:** Plans for wastewater disposal, that meet regulatory requirements are on file at the Department of Environmental Conservation.



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.

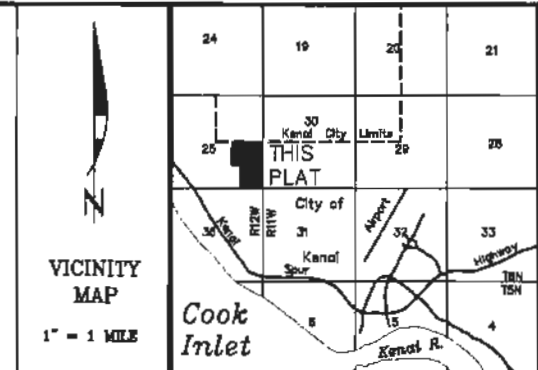
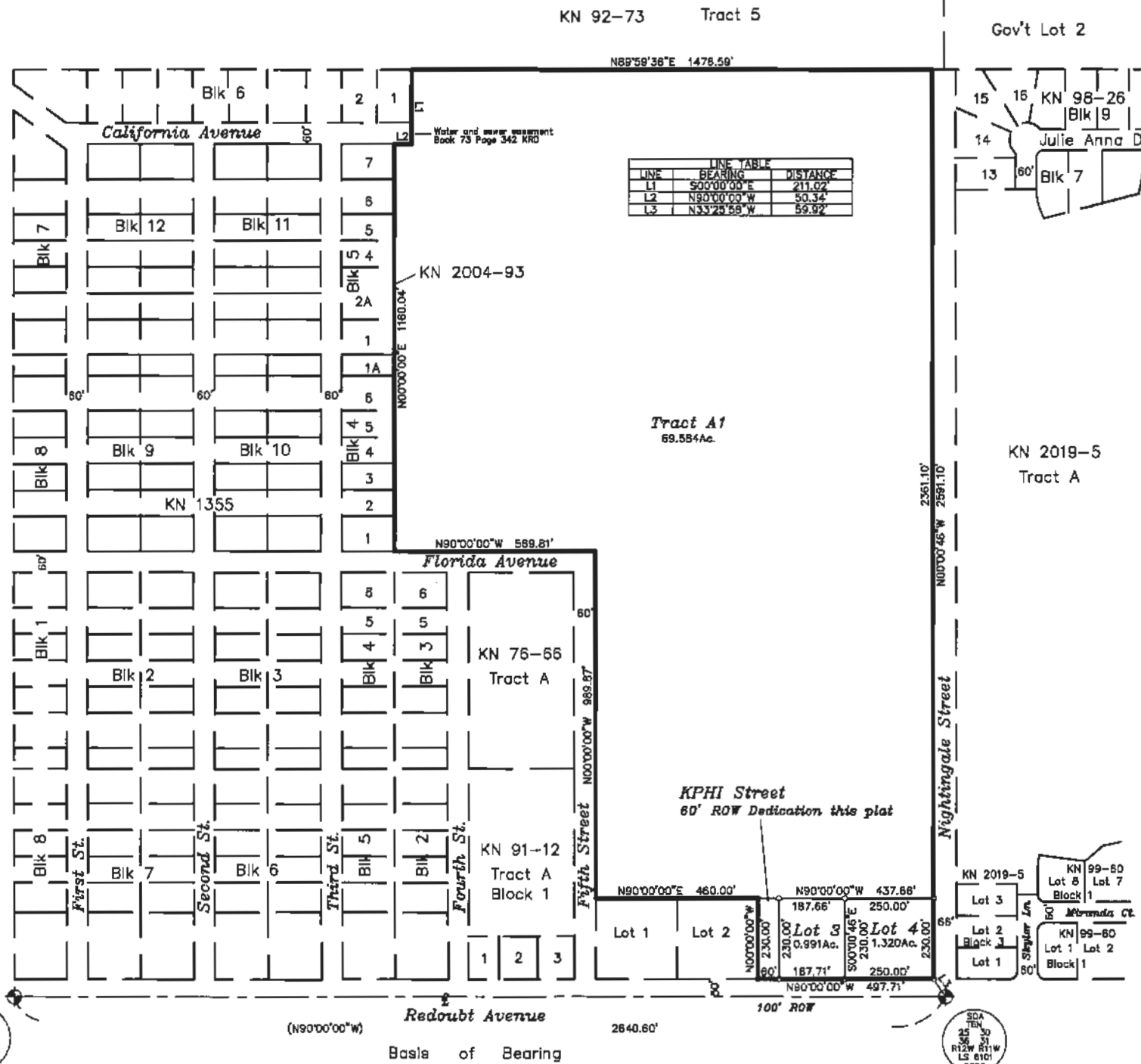
Date _____

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: KPHI ST, 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

DATE _____



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 AVE.
KENAI, ALASKA 99611

NOTARY'S ACKNOWLEDGEMENT

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

NOTARY PUBLIC FOR ALASKA
MY COMMISSION EXPIRES _____

PLAT APPROVAL

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

KENAI PENINSULA BOROUGH
AUTHORIZED OFFICIAL _____

KPB FILE No. _____

Kenai Meadows Addition No. 1

A resubdivision of Tract A Kenal Meadows, Plat 2017-17, Kenal Recording District.

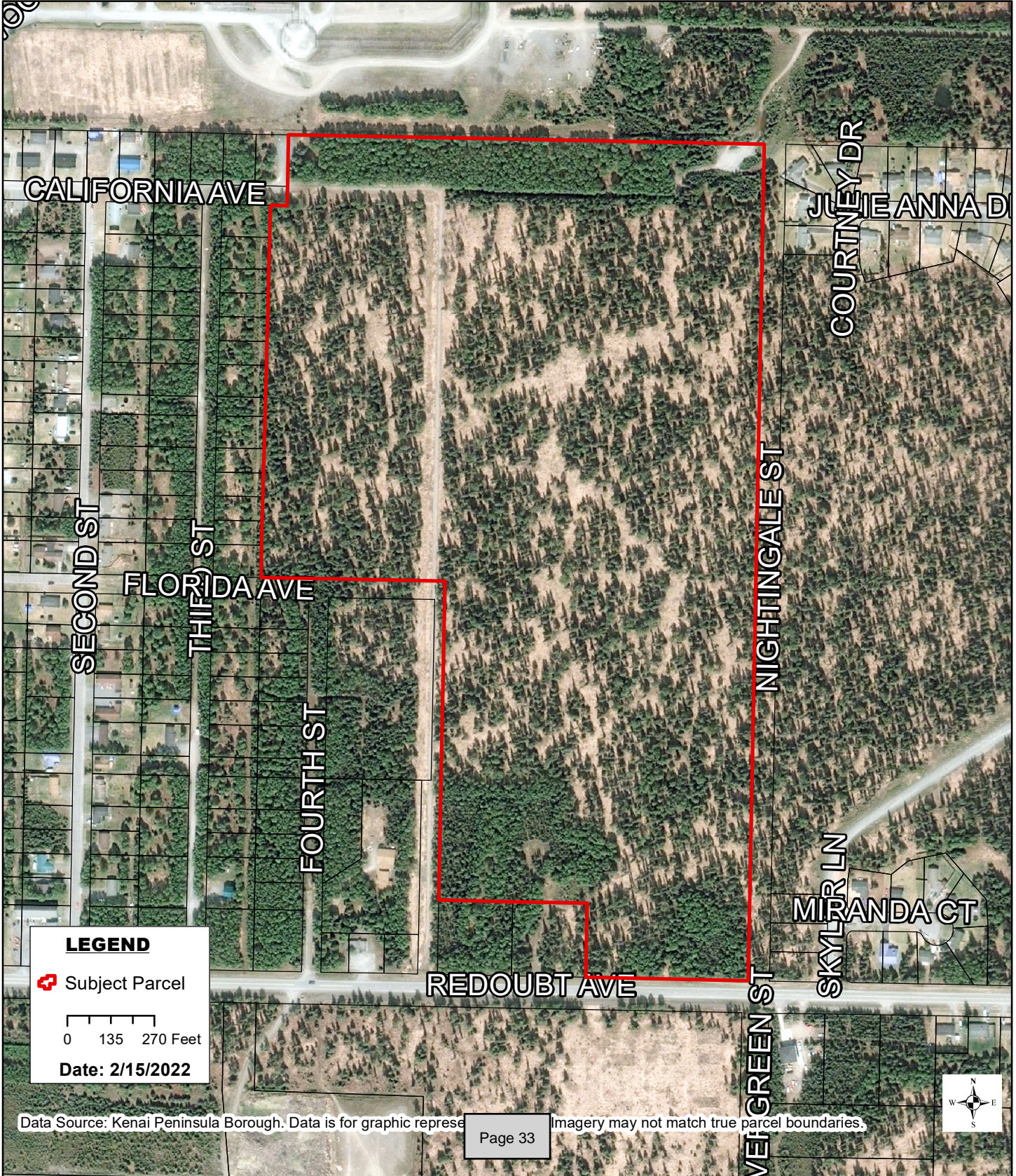
Located within the SE1/4 Section 25, T8N, R12W, S.M., City of Kenai, Kenal Recording District, Kenal Peninsula Borough, Alaska.

Containing 77.815 Ac.

| | |
|--|--|
| Surveyor Segesser Surveys 30485 Rosland St. Soldotna, AK 99689 (907) 262-3909 | Owner City of Kenai 210 Fidalgo Avenue Kenai, Alaska 99611 |
| JOB NO. 22001 | DRAWN: 1-31-22 |
| SURVEYED: Nov., 2016 | SCALE: 1"=200' |
| FIELD BOOK: 16-2 | SHEET: 1 of 1 |



Preliminary Plat – Kenai Meadows Addition No. 1
2200 Redoubt Avenue
03901065



LEGEND

 Subject Parcel

0 135 270 Feet

Date: 2/15/2022



PLANNING & ZONING COMMISSION

Resolution PZ2022-04 – Preliminary Plat – Kenai Meadows Addition No. 1

SUMMARY

Applicant: City of Kenai
210 Fidalgo Avenue
Kenai, AK 99611

Property Address: 2200 Redoubt Avenue

KPB Parcel No: 03901065

Lot Size: Approximately 72.2 acres

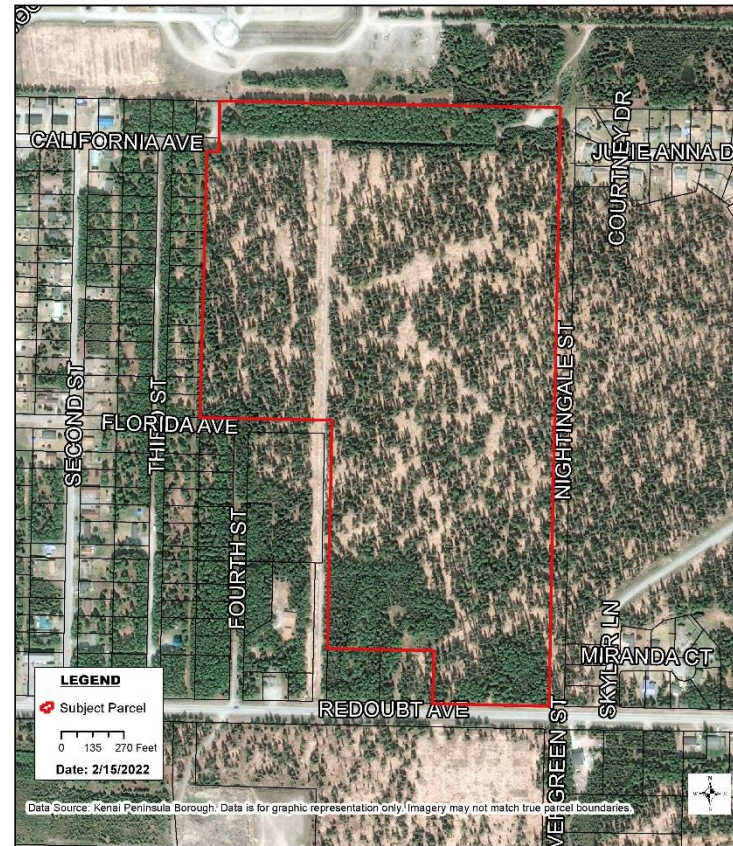
Existing Zoning: Rural Residential

Current Land Use: Vacant

Land Use Plan: Suburban Residential

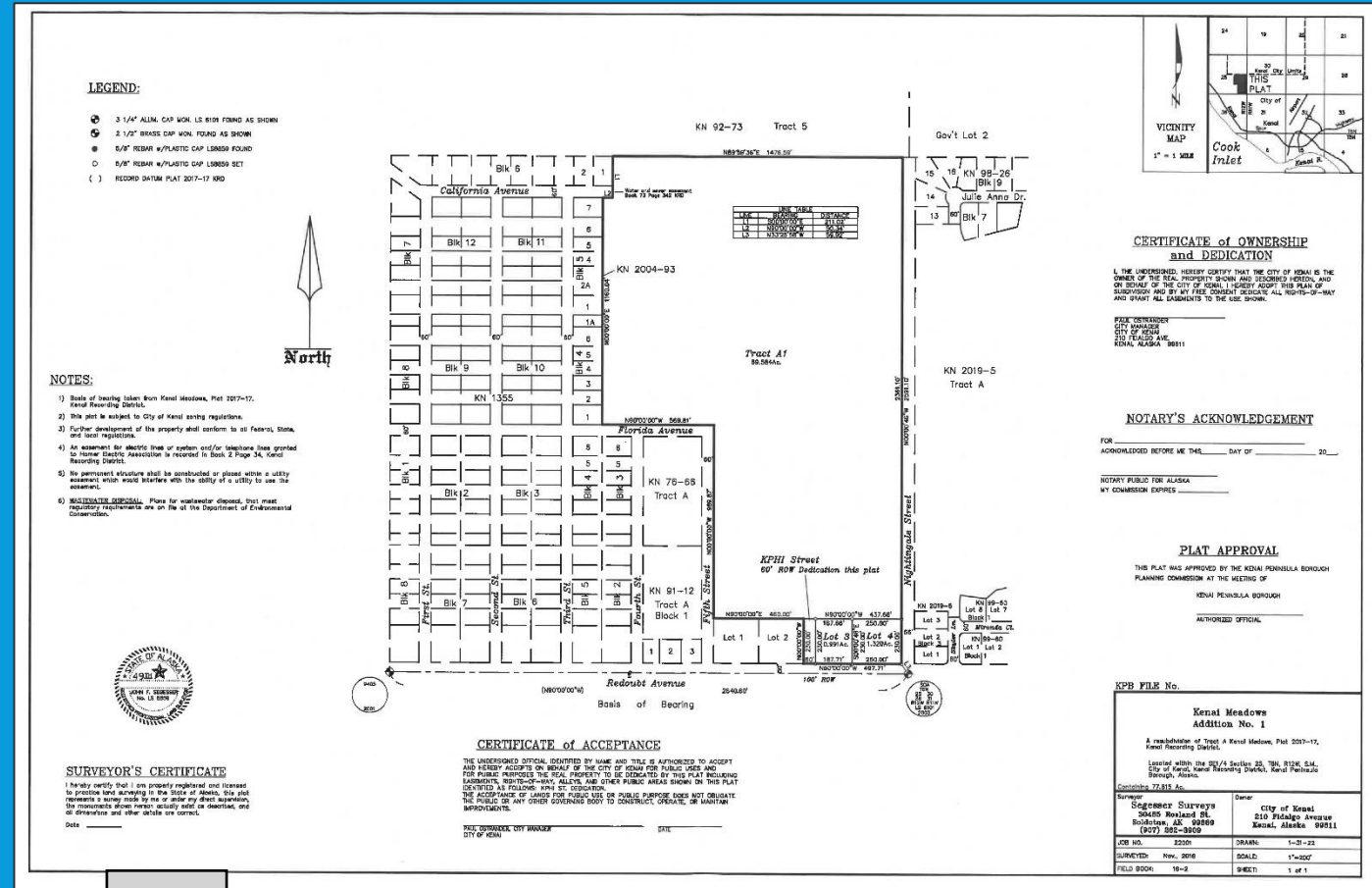


Preliminary Plat – Kenai Meadows Addition No. 1
2200 Redoubt Avenue
03901065



PRELIMINARY PLAT

- Segesser Surveys submitted a preliminary plat on behalf of the City of Kenai.
- The proposed Kenai Meadows Addition No. 1 will create a Lot 3 at approximately 0.99 acres and Lot 4 at approximately 1.3 acres.
- Proposed lots are for the development of senior and income restricted housing per a conditional donation by the City of Kenai to the Kenai Peninsula Housing Initiative.
- Plat proposes to dedicate a 60' right of way between Lots 2 and 3



STAFF ANALYSIS

- Access to the proposed Kenai Meadows Addition No. 1 is provided via Redoubt Avenue, which is a paved, City maintained road. City water and sewer lines are adjacent along Redoubt Avenue.
- The preliminary plat meets requirements of KMC Subdivision design standards and KMC 14.10.080 Minimum improvements required under Chapter 14.10 Subdivision Regulations.

RECOMMENDATIONS



- City staff recommends approval of the preliminary plat of Kenai Meadows Addition No. 1 subject to the following conditions:
 1. Further development of the property shall conform to all federal, State of Alaska, and local regulations.


ATTACHMENTS

- A. Application
- B. Preliminary Plat
- C. Aerial Map

A. APPLICATION

1/18/2022 8:20 PM FROM: Staples TO: +19072623910 P. 2

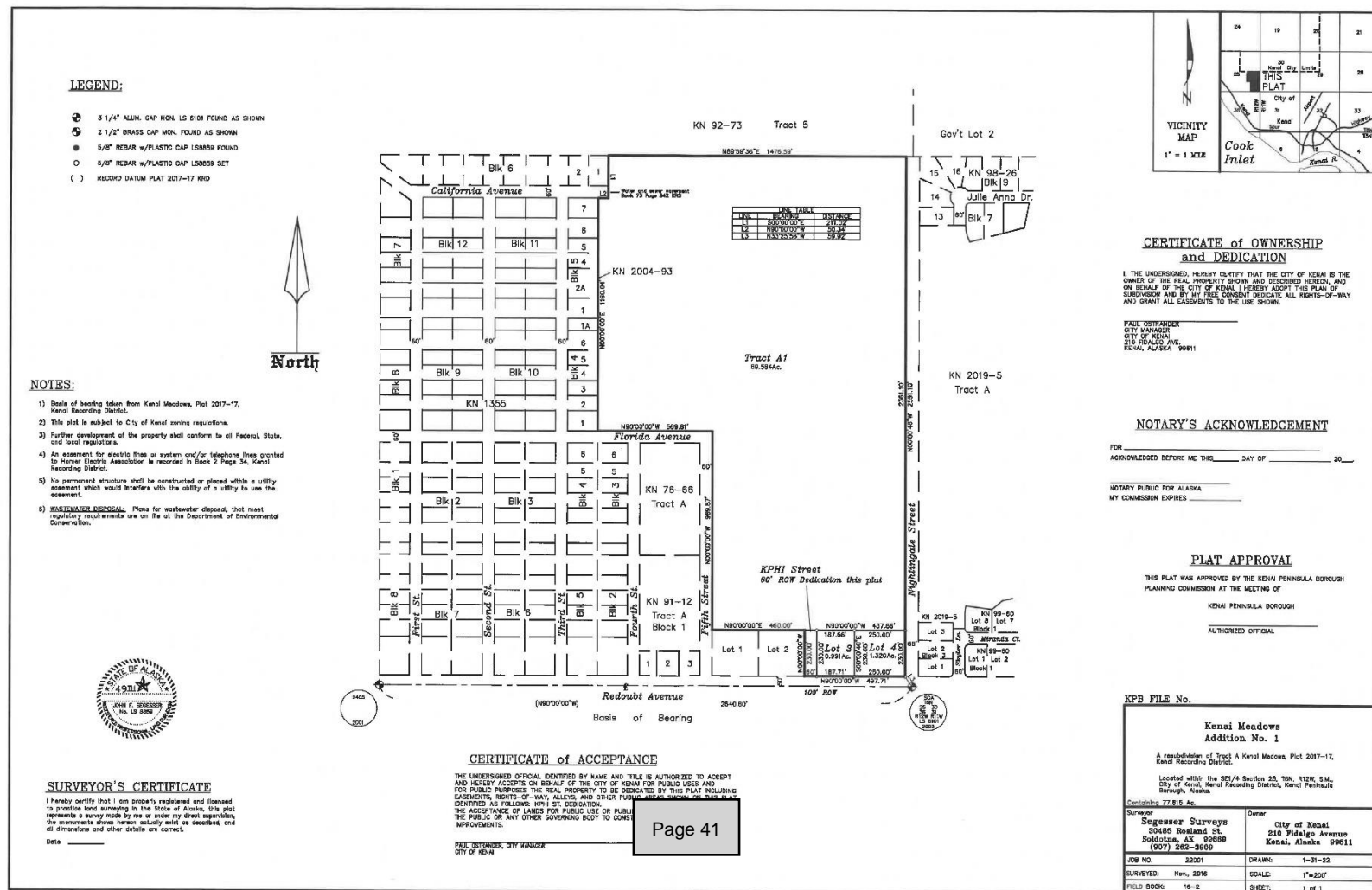
| | | | | | |
|--|---|--|----------|--|--------------------|
|  | | Preliminary Plat Submittal Form | | City of Kenai Planning and Zoning Department 210 Fidalgo Avenue Kenai, AK 99511 (907) 283-8200 planning@kenai.city www.kenai.city/planning | |
| APPLICANT(S) INFORMATION | | | | | |
| Name: | Segesser Surveys Inc | | | | |
| Mailing Address: | 30485 Rosland St | City: | Soldotna | State: | AK Zip Code: 99669 |
| Phone Number(s): | 907-262-3909, 907-252-3421 | | | | |
| Email: | seggy@ptialaska.net | | | | |
| PROPERTY OWNER | | | | | |
| Name: | City of Kenai | | | | |
| Mailing Address: | 210 Fidalgo Ave. | City: | Kenai | State: | AK Zip Code: 99611 |
| Phone Number(s): | | | | | |
| Email: | | | | | |
| PROPERTY INFORMATION | | | | | |
| Property Owner Name: | City of Kenai | | | | |
| Current City Zoning: | | | | | |
| Use: | <input type="checkbox"/> Residential <input type="checkbox"/> Recreational <input type="checkbox"/> Commercial <input type="checkbox"/> Other: | | | | |
| Water: | <input type="checkbox"/> On Site <input type="checkbox"/> City <input type="checkbox"/> Community | | | | |
| Sewer: | <input type="checkbox"/> On Site <input type="checkbox"/> City <input type="checkbox"/> Community | | | | |
| PLAT INFORMATION | | | | | |
| Preliminary Plat Name: | Kenai Meadows Addition No. 1 | | | | |
| Revised Preliminary Plat Name: | | | | | |
| Vacation of Public Right-of-Way: | <input type="checkbox"/> Yes <input type="checkbox"/> No | | | | |
| Street Name (if vacating ROW): | | | | | |
| Exceptions Required and Requested: | | | | | |
| | | | | | |
| Comments: | | | | | |
| | | | | | |
| REQUIRED ATTACHMENTS | | | | | |
| <input checked="" type="checkbox"/> Certificate to Plat <input type="checkbox"/> (1) 24" x 36" Plat <input type="checkbox"/> (2) 11" x 17" Plats | | | | | |
| SIGNATURE | | | | | |
| Signature: |  | | | | |
| Print Name: | John Segesser | | | | |



RECEIVED
CITY OF KENAI
DATE 2-2-22
PLANNING DEPARTMENT

Page 40

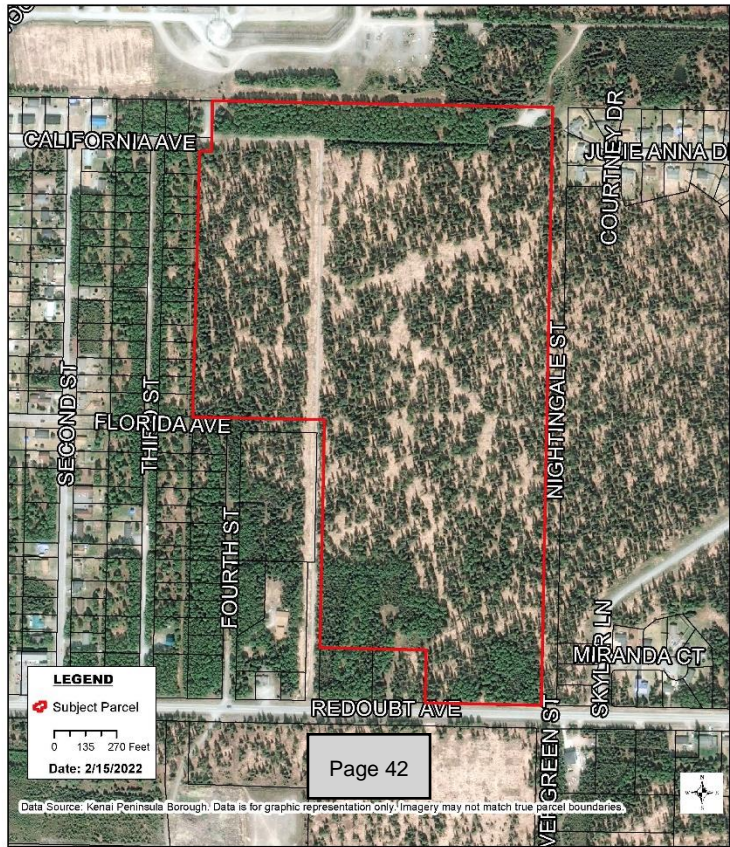
B. PRELIMINARY PLAT



C. AERIAL MAP



Preliminary Plat – Kenai Meadows Addition No. 1
2200 Redoubt Avenue
03901065





Kenai City Council - Regular Meeting

February 16, 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. **Jodi Stuart and Leslie Rohr** - 2022 Kenai Peninsula Project Homeless Connect

C. UNSCHEDULED PUBLIC COMMENTS

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

D. PUBLIC HEARINGS

1. **FAILED. Ordinance No. 3270-2022** - Increasing Estimated Revenues and Appropriations in the General, Airport, Senior Citizen, and Water & Sewer Funds, and Authorizing a One-Time Premium Payment to Eligible Employees. (Vice Mayor Glendening and Council Members Winger and Sounart)
2. **ENACTED UNANIMOUSLY. Ordinance No. 3271-2022** - Increasing Estimated Revenues and Appropriations in the Airport Land Sale Permanent Fund to Transfer Earnings in Excess of Budgeted Amounts to the City's Airport Fund. (Administration)
3. **ENACTED UNANIMOUSLY. Ordinance No. 3272-2022** - Increasing Estimated Revenues and Appropriations in the General Land Sale Permanent Fund to Transfer Earnings in Excess of Budgeted Amounts to the City's General Fund. (Administration)
4. **ADOPTED UNANIMOUSLY. Resolution No. 2022-09** – Authorizing Budget Transfers Within the Kenai Recreation Center Improvements Capital Project Fund. (Administration)

E. MINUTES

F. UNFINISHED BUSINESS

1. **ADOPTED UNANIMOUSLY AS AMENDED BY SUBSTITUTE. Resolution No. 2022-04**
- Awarding a Three Year Contract for the Purchase of Microsoft Software.
(Administration) [*Clerk's Note: At the January 19, 2022 Meeting, this item was Postponed to this meeting; a motion to enact is on the floor.*]

 - **Resolution No. 2022-04 (Substitute)** – Awarding a Three-Year Contract for the Purchase of Microsoft Software. (Administration)

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. **APPOINTMENT OF VICTORIA ASKIN CONFIRMED. Action/Approval** - Confirmation of Mayoral Nomination for Appointment to the Planning and Zoning Commission. (Mayor Gabriel)
4. **APPROVED UNANIMOUSLY. Action/Approval** - Council on Aging By-Law Amendment.
(City Clerk)
5. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 3/2/2022. *Ordinance No. 3273-2022** – Accepting and Appropriating Two Grants from Derek Kaufman Fund through the Alaska Community Foundation and One Donation from the Friends of the Kenai Community Library for the Purchase of a Bike Repair Station.
(Administration)

H. COMMISSION / COMMITTEE REPORTS

1. Council on Aging
2. Airport Commission
3. Harbor Commission
4. Parks & Recreation Commission
5. Planning & 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

M. PENDING ITEMS

N. ADJOURNMENT

O. INFORMATION ITEMS

1. Purchase Orders Between \$2,500 and \$15,000
2. Kenai Dog Park Brochure - Summer 2022

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/86837446040>

Meeting ID: 868 3744 6040 **Passcode:** 610477

OR

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

Meeting ID: 868 3744 6040 **Passcode:** 610477



Kenai Peninsula Borough

144 North Binkley Street
Soldotna, AK 99669

Meeting Agenda Planning Commission

Monday, February 14, 2022

7:30 PM

Betty J. Glick Assembly Chambers
Zoom Meeting ID 907 714 2200

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

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 which 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 Chairman of your wish to comment.

1. Time Extension Request
2. Planning Commission Resolutions
3. Plats Granted Administrative Approval
 - a. [KPB-3950](#) Bluff Point Subdivision Curry Addition
Attachments: [Bluff Point Subdivision Curry Addition KPB 2018-041](#)
 - b. [KPB-3911](#) Captain Cook Heights 2021 Addition; KPB File 2021-135
Attachments: [Captain Cook Heights 2021 Addition KPB 2021-135](#)
 - c. [KPB-3833](#) Ross Subdivision Gerke Addition; KPB File 2021-075
Attachments: [Ross Subdivision Gerke Addition KPB 2021-075](#)
4. Plats Granted Final Approval (KPB 20.10.040)
 - a. [KPB-3929](#) Edgington Subdivision Sherman Addition; KPB File 2021-129
Attachments: [Edgington Subdivision Sherman Addition KPB 2021-129](#)
5. Plat Amendment Request
6. Commissioner Excused Absences
7. Minutes
 - a. [KPB-3954](#) January 24, 2022 PC Meeting Minutes
Attachments: [PC Minutes 012422 Draft](#)
 - b. [KPB-3955](#) January 25, 2022 Special Hearings Minutes
Attachments: [PC Minutes 012522 Draft](#)

D. OLD BUSINESS

1. [KPB-3930](#) Conditional Land Use Permit Modification; PC Resolution 2022-08
Applicant; Cook Inlet Region, Inc.

Attachments: [D1. CIRI Modification_PC RES 2022-08_Desk](#)

2. [KPB-3931](#) Conditional Land Use Permit; PC Resolution 2022-07
Applicant: Beachcomber, LLC

Attachments: [D2. Beachcomber CLUP_PC RES 2022-07_Final_020922_Desk](#)

[D2. Beachcomber CLUP_PC RES 2022-07_Track Changes_ISB_Desk](#)

E. NEW BUSINESS

1. [KPB-3932](#) Conditional Use Permit; PC Resolution 2022-05
Applicant: Alaska Department of Transportation

Attachments: [1 Vicinity Maps ADOT](#)

[2 Staff Report ADOT](#)

[3 Application - ADOT](#)

[4 Public Hearing Notice ADOT](#)

[5 RES 2022-05 ADOT](#)

2. [KPB-3933](#) Retail Marijuana Store License
Applicant: Worner Brothers Outpost, LLC

Attachments: [1 28899_2022-01-19_PLN_Staff_Report](#)

[2 28899_2022-01-12_New_Application_Package](#)

[3 28899_2022-01-14_06503002_maps](#)

[4 28899_2021-03-19_Acknowledgement_Form_Signed_Site_Plan](#)

3. [KPB-3934](#) Conditional Land Use Permit - Material Extraction
Applicant: AM&T Vantage Point, LLC

Attachments: [1. Staff Report](#)

[2. CLUP Application AMT Vantage Point LLC](#)

[3. PC Resolution 2022-09](#)

[4. Aerial View](#)

[5. Half mile Residential Notice](#)

[6. Comments](#)

[E3. Comments_Desk Packet](#)

F. PLAT COMMITTEE REPORT

G. OTHER

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)

[KPB-3935](#) Planning Department Budget Presentation

Attachments: [H1. FY2023 Planning Budget Presentation](#)

I. DIRECTOR'S COMMENTS**J. COMMISSIONER COMMENTS****K. ADJOURNMENT****MISCELLANEOUS INFORMATIONAL ITEMS****NO ACTION REQUIRED**

[KPB-3951](#) Anchor Point APC February 10, 2022 Draft Meeting Minutes

Attachments: [MISC_Anchor Point APC Draft Minutes 021022](#)

[KPB-3952](#) Letter to Planning Commissioner from Scott Huff

Attachments: [MISC_Letter to PC_Scott Huff 021022](#)

[KPB-3953](#) 2022 Alaska Planning Conference
Planning Commissioner Training

Attachments: [G2. 2022 Alaska Planning Conference](#)

NEXT REGULARLY SCHEDULED PLANNING COMMISSION MEETING

The next regularly scheduled Planning Commission meeting will be held Monday, February 28, 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.

CONTACT INFORMATION**KENAI PENINSULA BOROUGH PLANNING DEPARTMENT**

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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.