



Kenai Planning and Zoning Commission Meeting

February 26, 2020 – 7:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

www.kenai.city

AGENDA

A. CALL TO ORDER

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

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. *February 12, 2020

C. SCHEDULED PUBLIC COMMENT

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

D. UNSCHEDULED PUBLIC COMMENT

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

E. CONSIDERATION OF PLATS

F. PUBLIC HEARINGS

G. UNFINISHED BUSINESS

H. NEW BUSINESS

1. **Discussion/Recommendation** - Authorizing the City Planner to draft and send a letter to the Kenai Peninsula Borough supporting a request by the developers of Windhaven Estates Phase 3 for a two-year time extension

I. **PENDING ITEMS**

J. **REPORTS**

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

K. **ADDITIONAL PUBLIC COMMENT**

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

L. **INFORMATIONAL ITEMS**

M. **NEXT MEETING ATTENDANCE NOTIFICATION**

1. March 11, 2020 - Regular Meeting

N. **COMMISSION COMMENTS AND QUESTIONS**

O. **ADJOURNMENT**

Item Attachment Documents:

1. *February 12, 2020

**KENAI PLANNING & ZONING COMMISSION
REGULAR MEETING
FEBRUARY 12, 2020 – 7:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVENUE, KENAI, ALASKA
VICE-CHAIR DIANE FIKES, PRESIDING**

MINUTES

A. CALL TO ORDER

Commission Vice-Chair D. Fikes called the meeting to order at 7:00 p.m.

1. Pledge of Allegiance

Commission Vice-Chair D. Fikes led those assembled in the Pledge of the Allegiance.

2. Roll Call

Commissioners present: D. Fikes, J. Halstead, V. Askin, R. Springer, G. Greenberg,
T. McIntyre

Commissioners absent: J. Twait

Staff/Council Liaison present: City Planner E. Appleby, Planning Assistant W. Anderson,
Deputy Clerk J. LaPlante, Council Liaison J. Glendening

A quorum was present.

3. Elections of the Chair and Vice-Chair

MOTION:

Commissioner Springer **MOVED** to re-appoint Commissioner Twait as Chair; Commissioner Fikes **SECONDED** the motion. There were no objections; **SO ORDERED**.

MOTION:

Commissioner Springer **MOVED** to re-appoint Commissioner Fikes as Vice-Chair; Commissioner Askin **SECONDED** the motion. There were no objections; **SO ORDERED**.

4. Agenda Approval

MOTION:

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

5. Consent Agenda

MOTION:

Commissioner Askin **MOVED** to approve the consent agenda and Commissioner Halstead **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.

6. *Excused absences – J. Twait

B. APPROVAL OF MINUTES

1. *January 22, 2020

The minutes were approved by the Consent Agenda.

C. SCHEDULED PUBLIC COMMENT – None.

D. UNSCHEDULED PUBLIC COMMENT – None.

E. CONSIDERATION OF PLATS – None.

F. PUBLIC HEARINGS

1. **Resolution PZ2020-03** –Application for a Conditional Use Permit to operate a Recreational Vehicle Park, located at 2301 Bowpicker Lane, Kenai, Alaska 99611 and further described as Tract 1, Kenai River Shores Subdivision. The application was submitted by Ronald Hyde, Jr. on behalf of PRL Logistics, Inc., P.O. Box 222029, Anchorage, AK 99522 Recommending the Kenai City Council Adopt Ordinance 3102-2020 to Amend Kenai Municipal Code 14.20.280 Public Hearings and Notifications, to Reduce the Newspaper Posting Requirement.

The City Planner reviewed the staff report and rationale for how the application met the approval criteria provided in the packet noting the applicant stated his intent was to construct an RV Park in early 2020 adjacent to the Cannery Lodge that would be open seasonally. The City Planner added the applicant planned to have permanent sanitary facilities installed later.

City staff found that the applicant met the criteria for issuance of a Conditional Use Permit and recommended that the Planning and Zoning Commission approve the Conditional Use Permit application, subject to the following conditions:

- Applicant must comply with all federal, State of Alaska, and local regulations;
- Applicant will submit a Landscape Site Plan and obtain approval by City Administration prior to any land-clearing activities on the parcel;
- The applicant may use the self-contained bathroom facilities submitted with the application for up to two years (during the 2020 and 2021 season);

- The applicant shall install permanent sanitary facilities prior to operation in the 2022 season;
- The applicant will obtain Building Permits from the City as appropriate for construction of bathroom buildings and electricity lines to individual campsites;
- Applicant shall file an annual report for the Conditional Use Permit as set forth in Kenai Municipal Code 14.20.155;
- The applicant will meet with City staff for on-site inspections when requested;
- 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);
- 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; and
- Failure to provide documentation to the City for meeting these conditions prior to operation of the recreational vehicle park shall be grounds for revocation of the Conditional Use Permit.

MOTION:

Commissioner Springer **MOVED** to approve Resolution No. PZ2020-03 and Commissioner McIntyre **SECONDED** the motion.

Vice-Chair Fikes opened the floor for public testimony.

Applicant, Ron Hyde clarified the sanitation system would be an above ground, enclosed contained system until a permanent underground placement was determined. He added that he was following the State of Alaska formula for determining the necessary amount of bathroom facilities and more focused for the tent area. Mr. Hyde noted that the only access to the RV Park would be from Cannery Road, and they have rehabilitated a dock for use as well but there would be no fish processing allowed onsite.

Mr. Hyde further noted that the Cannery Lodge was recently restructured to be only open April through December and the RV Park would generate additional business during the open season.

The City Planner clarified the determined two years' timeframe for permanent sanitary facilities lined up with the other Conditional Use Permits allowance.

Commissioners expressed support for the growth opportunity in that area keeping the economic development going.

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

VOTE:

YEA: Askin, Halstead, Greenberg, Fikes, Springer, McIntyre
 NAY:

MOTION PASSED UNANIMOUSLY.

Vice-Chair Fikes noted the fifteen-day appeal period.

G. UNFINISHED BUSINESS – None.

H. NEW BUSINESS

1. Post-Conference Discussion – 2020 Alaska Planning Conference – Collaborating for Resilient Communities, February 9-11, 2020.

The City Planner discussed the 2020 Alaska Planning Conference agenda topics as included in the packet. She added that she attended the American Planning Association Alaska State Chapter Board retreat on Sunday and it was very engaging. Commissioners that attended provided feedback, offered suggestions for more collaboration at a future conference and expressed gratitude for the opportunity to attend.

I. PENDING ITEMS – None.

J. REPORTS

1. **City Council** – Council Member Glendening reported on the actions from the February 5, 2020 City Council meeting.
2. **Borough Planning** – Vice Chair Fikes provided a report of the January 27 Planning Commission meeting.
3. **Administration** – City Planner Appleby reported on the following:
 - The Main Street Tap & Grill parking parcels were leased by the City and a purchase was made; noting 3 of the 10 airport parcels allowed for sale were complete;
 - As part of the City of Kenai Lands Code changes, a Standard Lease Form was recently adopted for Lessees to convert their lease;
 - As follow-up to the last Commission meeting, the State minimum requirements for public notices was that only one posting at the location was required;
 - Hazard Mitigation Plan was sent to the State, a final letter should be received soon, noting this plan made the City eligible for funding for preventative measures; and
 - The draft Capital Improvement Project Plan was available online and City Council would be conducting a work session to discuss it on February 19.

She further reported that the Alaska State Chapter of the American Planning Association gave a planning award this year to the Kenai Peninsula Borough, and Gary Greenberg was recognized for his Geographic Information System (GIS) private practice work and contract work with the City.

K. ADDITIONAL PUBLIC COMMENT – None.

L. INFORMATIONAL ITEMS

M. NEXT MEETING ATTENDANCE NOTIFICATION – February 26, 2020

Commissioner Askin noted she would be absent at the next meeting.

N. COMMISSION COMMENTS & QUESTIONS – None.

O. ADJOURNMENT

There being no further business before the Commission, the meeting was adjourned at 8:15 p.m.

Minutes prepared and submitted by:

Jacquelyn LaPlante
Deputy City Clerk

Item Attachment Documents:

1. **Discussion/Recommendation** - Authorizing the City Planner to draft and send a letter to the Kenai Peninsula Borough supporting a request by the developers of Windhaven Estates Phase 3 for a two-year time extension



"Village with a Past, City with a Future"

210 Fidalgo Ave, Kenai, Alaska 99611-7794
Telephone: (907) 283-7535 | Fax: (907) 283-3014
www.kenai.city

MEMORANDUM

TO: City of Kenai Planning and Zoning Commission
FROM: Elizabeth Appleby, City Planner
DATE: February 20, 2020
SUBJECT: Time Extension - Windhaven Estates Phase Three

Hall Building, LLC, the developer of Windhaven Estates Phase Three has requested a two-year time extension. The Planning and Zoning Commission granted preliminary approval of the plat on January 14, 1998. The Kenai Borough Planning Commission granted preliminary approval on February 9, 1998.

Windhaven Estates Phase 1 received final approval and was recorded on June 22, 1998 under Plat No. 98-26. Windhaven Estates Phase 2 received final approval and was recorded on September 27, 1999 under Plat 99-60. Windhaven Estates Phase 3 (Lots 1 through 3, inclusive, Block 3) received final approval and was recorded on March 5, 2019.

On February 14, 2020, the City of Kenai received a letter from the Kenai Peninsula Borough requesting a two-year time extension. According to the Kenai Peninsula Borough, several time extensions and the recording of Phases 1, 2, and 3 have extended preliminary plat approval of Phase 3 to March 5, 2020. If the City of Kenai Planning and Zoning Commissions agrees to the time extension, Kenai Peninsula Borough staff will recommend extension of preliminary approval and further recommend all subsequent time extension requests be reviewed in accordance with the new subdivision code (KPB 20.25, 20.30, 20.40 and 20.60).

City Staff would like to request approval from the Planning and Zoning Commission to send a letter of non-objection to the Kenai Peninsula Borough to the two-year time extension request. Thank you for your consideration.





Planning Department

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

Charlie Pierce
Borough Mayor

February 12, 2020

Elizabeth Appleby, City Planner
City of Kenai
210 Fidalgo Avenue
Kenai, AK 99611-2829

RE: **Windhaven Estates KPB 98-020 Time Extension**

A two-year time extension has been requested by the owner, Hall Building LLC on February 3, 2020, located in the City of Kenai.

The above mentioned subdivision (originally named Tanglewood Subdivision) had received conditional approval of the subject preliminary phase plat on the February 9, 1998, which was valid through February 9, 1999.

Phase 1 was recorded on June 22, 1998, which extended preliminary approval to June 22, 1999.

A time extension was requested by the surveyor on May 4, 1999 and was approved on May 24, 1999 extending the preliminary plat to May 24, 2000.

Phase 2 was recorded on September 27, 1999, which extended preliminary plat approval to September 27, 2000.

On April 4, 2006 a time extension was requested by the surveyor. The request was approved on April 24, 2006, extending preliminary approval to April 24, 2007.

On June 7, 2013 another request to extend preliminary approval was submitted so that Phase III could move forward. That request was approved on July 13, 2015, extending preliminary approval to July 13, 2016.

On May 26, 2016 the surveyor requested an additional one-year time extension to allow for the landowner to work with the City of Kenai on approval of the existing sewer line. That request was approved on June 27, 2016 extending preliminary approval to June 27, 2017.

On June 27, 2017 the surveyor requested an additional two-year time extension to allow the landowner to continue to work with the City of Kenai on approval of the existing sewer line. Staff mailed notice of the time extension request to the City of Kenai.

On July 6, 2017, the Kenai Planning and Zoning Commission approved a letter consenting to the time extension. The extension of the preliminary plat approval for two years through June 27, 2019 was granted subject to; plat must comply with any subsequent changes to Kenai Peninsula Borough Code up to February 11, 2014.

Phase 3 was recorded on March 5, 2019, which extended preliminary plat approval to March 5, 2020.

The time extension will be scheduled for a Planning Commission meeting after Kenai Planning and Zoning Commission review. If the Kenai Planning and Zoning Commission concurs with the time extension, staff will recommend extension of preliminary approval at the next Planning commission meeting and will recommend all subsequent time extension requests be reviewed in accordance with the new subdivision code (KPB 20.25, 20.30, 20.40 and 20.60).

Kind Regards,

Peggy Clements
Platting Technician
pclements@kpb.us
907-714-2207

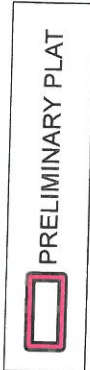




The information depicted hereon is for a graphical representation only of best available sources. The Kenai Peninsula Borough assumes no responsibility for any errors on this map.



Aerial View



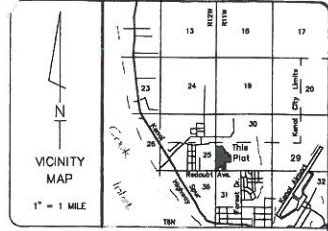
PClements, KPB
 Date: 2/12/2020
 Imagery: 2014 SixInch Kenai

PRELIMINARY PLAT

CURVE	RADIUS	ARC LENGTH	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	170.00	86.73	291.355°	S14°27'46"E	85.80
C2	505.58	29.34	319.31°	S82°35'42"W	28.34
C3	20.00	33.77	98.9430°	N48°19'33"E	28.90
C4	20.00	31.43	90.0230°	N45°01'45"E	28.29
C5	448.58	160.34	203.708°	S72°59'38"W	159.48
C6	20.00	31.42	90.0200°	N45°03'00"E	28.28
C7	40.00	43.85	50°50'09"	N27°57'14"W	42.46
C8	50.00	88.87	101°50'17"	N48°05'27"E	77.63
C9	50.00	38.53	44°01'13"	S48°24'48"E	37.28
C10	50.00	171.27	198°15'37"	N45°03'00"E	98.99
C11	230.00	137.12	34°09'28"	S72°36'18"W	135.10
C12	110.00	101.38	34°09'28"	S72°36'18"W	99.85
C13	230.00	34.72	6°39'01"	S85°43'30"W	34.89
C14	230.00	87.09	18°42'37"	S73°02'41"W	85.84
C15	230.00	35.32	6°37'51"	S60°17'27"W	35.28
C16	170.00	50.87	17°04'44"	S81°50'58"W	50.49
C17	170.00	50.87	17°04'44"	S84°25'53"W	50.49
C18	20.00	31.42	90.0000°	S103°31'31"W	28.28
C19	20.00	31.42	90.0000°	N79°08'59"W	28.28
C20	170.00	185.81	55°37'01"	S27°57'01"W	159.32
C21	170.00	148.14	43°11'18"	S34°17'33"W	125.13
C22	170.00	37.67	12°41'45"	S08°21'23"W	37.59
C23	20.00	34.28	88°12'48"	S75°00'05"E	30.24
C24	20.00	31.42	90°49'05"	N00°33'51"W	20.25
C25	230.00	118.27	28°50'12"	S14°50'50"W	118.42
C26	230.00	88.97	21°39'57"	S19°00'44"W	88.45
C27	230.00	32.80	8°10'18"	S04°05'35"W	32.77
C28	370.00	137.87	21°01'01"	S15°13'11"E	137.08

NOTES:

- DEVELOPMENT OF THESE LOTS IS SUBJECT TO THE CITY OF KENAI ZONING REGULATIONS.
- NO PRIVATE ACCESS TO STATE MAINTAINED ROW'S PERMITTED UNLESS APPROVED BY THE STATE OF ALASKA DEPARTMENT OF TRANSPORTATION.
- FRONT 15 FEET ADJACENT TO RIGHT-OF-WAYS IS 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.
- WASTEWATER DISPOSAL: PLANS THAT MEET REGULATORY REQUIREMENTS ARE ON FILE AT THE ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION.



CERTIFICATE OF OWNERSHIP AND DEDICATION

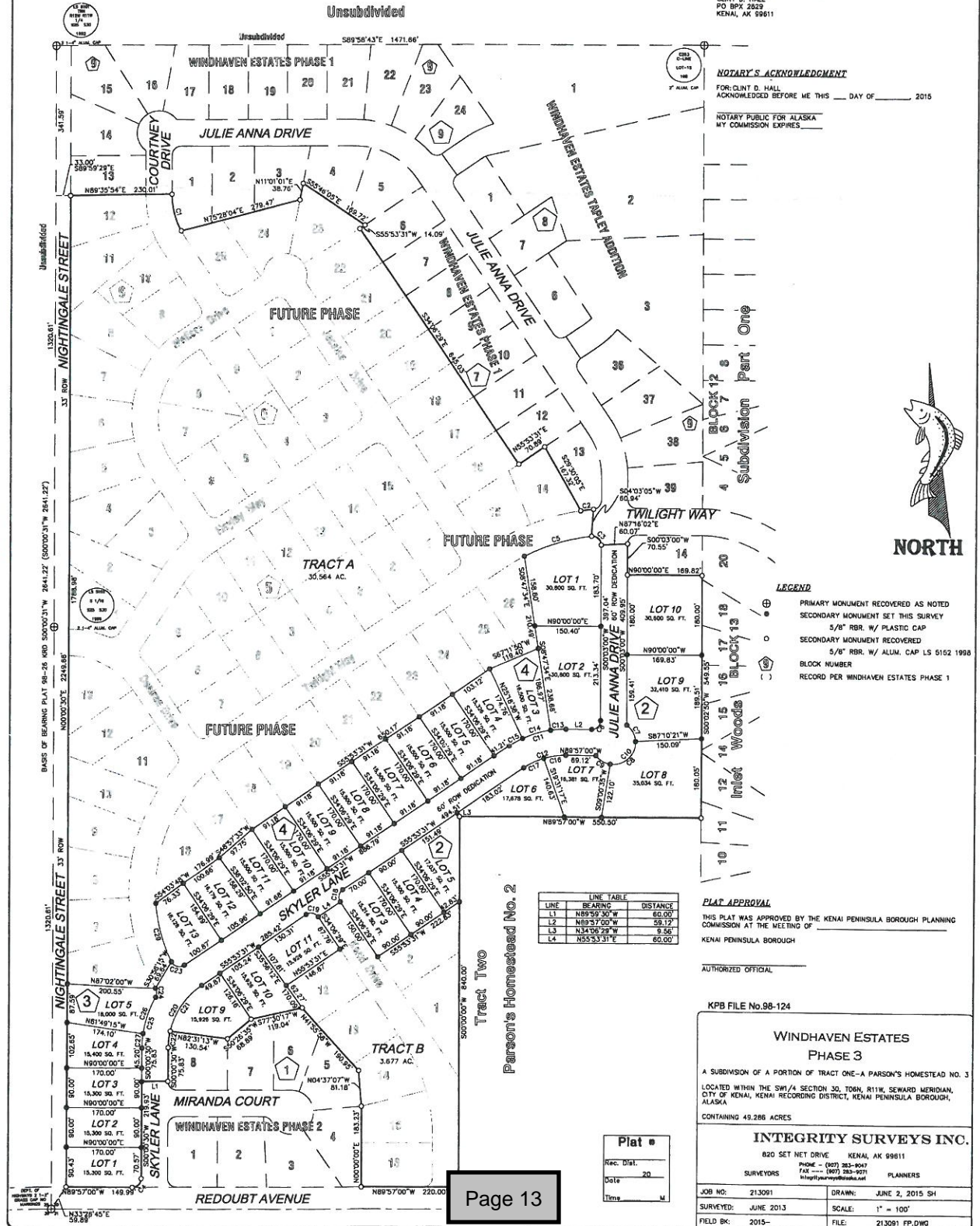
I HEREBY CERTIFY THAT I AM THE OWNER OF THE REAL PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I HEREBY ADOPT THIS PLAN OF SUBDIVISION AND BY MY FREE CONSENT DEDICATE ALL RIGHTS-OF-WAY AND PUBLIC AREAS TO PUBLIC USE AND GRANT ALL EASEMENTS TO THE USE SHOWN.

CLINT D. HALL
PO BOX 2829
KENAI, AK 99511

NOTARY'S ACKNOWLEDGMENT

FOR CLINT D. HALL
ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____ 2015

NOTARY PUBLIC FOR ALASKA
MY COMMISSION EXPIRES _____



NORTH

LEGEND

- PRIMARY MONUMENT RECOVERED AS NOTED
- SECONDARY MONUMENT SET THIS SURVEY
- 3/8" RBR. W/ PLASTIC CAP
- SECONDARY MONUMENT RECOVERED
- 3/8" RBR. W/ ALUM. CAP LS 5102 1998
- BLOCK NUMBER
- RECORD PER WINDHAVEN ESTATES PHASE 1

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.98-124

WINDHAVEN ESTATES
PHASE 3

A SUBDIVISION OF A PORTION OF TRACT ONE-A PARSON'S HOMESTEAD NO. 3
LOCATED WITHIN THE SW1/4 SECTION 30, T06N, R11W, SEWARD MERIDIAN,
CITY OF KENAI, KENAI RECORDING DISTRICT, KENAI PENINSULA BOROUGH,
ALASKA
CONTAINING 49.286 ACRES

INTEGRITY SURVEYS INC.

820 SET NET DRIVE KENAI, AK 99511

PHONE - (907) 285-9047
FAX - (907) 288-9071
http://www.integritysurveys.com

SURVEYORS PLANNERS

JOB NO: 213091 DRAWN: JUNE 2, 2015 SH

SURVEYED: JUNE 2013 SCALE: 1" = 100'

FIELD BK: 2015- FILE: 213091 FP.DWG

Item Attachment Documents:

1. City Council



Kenai City Council - Regular Meeting

February 19, 2020 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

www.kenai.city

ACTION AGENDA

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval
4. **Women's Voting Rights Day Proclamation**
5. 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. **Tim Dillon, Kenai Peninsula Economic Development District - Kenai Peninsula Economic Development District (KPEDD) Update.**

C. UNSCHEDULED PUBLIC COMMENTS

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

D. PUBLIC HEARINGS

1. **ENACTED UNANIMOUSLY. Ordinance No. 3103-2020** - Accepting and Appropriating a Grant from the Alaska State Library for Employee Travel and Training. (Administration)
2. **ENACTED UNANIMOUSLY. Ordinance No. 3104-2020** - Accepting and Appropriating a Federal Grant from the Institute of Museum and Library Services Passed Through the Alaska State Library for Employee Travel and Training. (Administration)

3. **ENACTED UNANIMOUSLY. Ordinance No. 3105-2020** - Accepting and Appropriating Two Donations From the Totem Tracers and the Friends of the Kenai Community Library for the Upgrade of Library Equipment. (Administration)
4. **ADOPTED UNANIMOUSLY. Resolution No. 2020-08** - Requesting the State of Alaska Provide Necessary Funding to the Alaska Wing Civil Air Patrol at a Minimum of \$184,300 to Provide Support for Utility Costs, Insurance Premiums and Emergency Roof Repair. (Council Member Knackstedt)
5. **ADOPTED UNANIMOUSLY. Resolution No. 2020-09** - Supporting the Collection of Sales Tax from Remote Sellers by the Kenai Peninsula Borough and Other Municipalities within the Borough, Authorizing the Remote Seller Sales Tax Commission to Implement, Administer, and Enforce Provisions of the Uniform Remote Seller Sales Tax Code on the City's Behalf and Affirming the City's Adoption by Reference of the Kenai Peninsula Borough's Uniform Remote Seller Sales Tax Code. (Legal)
6. **ADOPTED UNANIMOUSLY. Resolution No. 2020-10** - Authorizing a Budget Transfer in the General Fund Buildings and Non-Departmental Departments for Building Repairs in Excess of Budgeted Amounts. (Administration)

E. MINUTES

1. **APPROVED BY THE CONSENT AGENDA.** *Regular Meeting of February 5, 2020 (City Clerk)

F. UNFINISHED BUSINESS

G. NEW BUSINESS

1. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Bills to be Ratified. (Administration)
2. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Purchase Orders Over \$15,000. (Administration)
3. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Non-Objection to the Renewal of Liquor Licenses for New Peking Restaurant and Fraternal Order of Eagles. (City Clerk)
4. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 03/04/2020.** *Ordinance No. 3107-2020 - Increasing Estimated Revenues and Appropriations in the Congregate Housing Funds for Costs in Excess of Budgeted Amounts. (Administration)
5. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 03/04/2020.** *Ordinance No. 3108-2020 - 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)

6. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 03/04/2020. *Ordinance No. 3109-2020** - Authorizing the City Manager to Reimburse Annual Leave Used by Firefighter Scott Summers for Attending a Paramedic Internship Program. (Administration)
7. **INTRODUCED/ REFERRED TO THE HARBOR COMMISSION /PUBLIC HEARING SET FOR 03/18/2020. Ordinance No. 3106-2020** - Amending Title 11 - Harbor and Harbor Facilities, to Remove Provisions that are No Longer Historically Relevant, Recognize Changes to Other Chapters of City Code That Now Provide for Lease and Sale of Harbor Lands and Provide the Harbor Commission a Platform to Move Forward. (Council Members Peterkin and Glendening)
8. **APPROVED UNANIMOUSLY. Action/Approval** – Second Amendment to Agreement for Guardian Security Systems, Inc. (Administration)

H. COMMISSION / COMMITTEE REPORTS

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

I. REPORT OF THE MAYOR

J. ADMINISTRATION REPORTS

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

K. ADDITIONAL PUBLIC COMMENT

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

L. EXECUTIVE SESSION

1. To Discuss a Request to Purchase Properties Located at 11823 Kenai Spur Highway, Kenai, Alaska, Also Known as “Anchor Camp Ground,” Pursuant to AS

44.62.310(c)(1)(3) is a Matter of which the Immediate Knowledge may have an Adverse Effect Upon the Finances of the City, and a Matter by which Law, Municipal Charter, or Ordinance are required to be Confidential.

M. PENDING ITEMS

N. ADJOURNMENT

O. INFORMATION ITEMS

1. Purchase Orders Between \$2,500 and \$15,000.
2. Kenai Historical Society - January 2020 Newsletter

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.

Item Attachment Documents:

2. Kenai Peninsula Borough Planning



Planning Commission Tentative Agenda

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

Betty J. Glick Assembly Chambers, Kenai Peninsula Borough George A. Navarre Administration Building
Max J. Best, Planning Director • Charlie Pierce, Borough Mayor

*Blair Martin, Chairman – Kalifornsky Beach • Robert Ruffner, Vice Chairman – Kasilof/Clam Gulch
Dr. Rick Foster, Parliamentarian – Southwest Borough • Syverine Abrahamson-Bentz – Anchor Point/Ninilchik
Jeremy Brantley – Sterling • Paulette Bokenko-Carluccio – City of Seldovia • Cindy Ecklund – City of Seward
Robert F. Ernst – Northwest Borough • Diane Fikes – City of Kenai • Virginia Morgan – East Peninsula
Franco Venuti – City of Homer • Paul Whitney – City of Soldotna*

FEBRUARY 24, 2020

7:30 p.m.

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

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

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

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF CONSENT AND REGULAR AGENDA

All items marked with an asterisk (*) are consent agenda items. Consent agenda items are considered routine and non-controversial by the Planning Commission and will be approved by one motion. There will be no separate discussion of consent agenda items unless a Planning Commissioner so requests in 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 – None**

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

***3. Plats Granted Administrative Approval - None**

***4. Plats Granted Final Approval (20.10.040) - None**

***5. Plat Amendment Request - None**

***6. Utility Easement Vacations**

- a. Resolution 2020-05; Petition to vacate the 10 foot wide utility easement within Lot 5 Rozak Stariski Creek Subdivision #2. KPB File 2020-015V. Petitioner: Heidi Anderson, Realtor for Jack White Real Estate Soldotna, 34851 Kenai Spur Hwy, Ste. 6, Soldotna, AK 99669; Owner: Alain Goris and Lindsey R. Goris of Armed Forces, Europe.

***7. Commissioner Excused Absences**

- a. Paulette Bokenko-Carluccio, City of Seldovia
- b. Cindy Ecklund, City of Seward
- c. Robert Ruffner, Kasilof / Clam Gulch
- d. Vacant, Ridgeway

***8. Minutes**

- a. February 10, 2020 Planning Commission Meeting

D. PUBLIC COMMENT/PRESENTATIONS/COMMISSIONERS

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

E. UNFINISHED BUSINESS - None

F. ANADROMOUS WATERS HABITAT PROTECTION DISTRICT (21.18)

- 1. Annual Presentation

G. PUBLIC HEARINGS

- 1. Resolution 2020-__; A Resolution Classifying Certain Parcels of Borough Owned Land in the Kalifornsky, Sterling, Ninilchik, Anchor Point and Homer Areas.
- 2. Ordinance 2020-__; An Ordinance Authorizing the Sale of Certain Parcels of Borough Land by Sealed Bid Followed by an Over-The-Counter Sale.
- 3. Vacation of Culhane Avenue and associated utility easements in the Ninilchik area. KPB File 2020-014V. Petitioner(s): Jerri Chivers and Rick Bailey of Soldotna, AK.

- 4. Vacation of a portion of East End Road and associated utility easement and the vacation of additional utility easements in the Fox River area. KPB File 2020-016V. Petitioner(s): Voznesenka Community Council Inc., and Nazary and Anastasia Basargin of Homer, Alaska.
- 5. Resolution 2020-07; A modification application of a conditional land use permit for material extraction on a parcel in the Anchor Point area. Applicant / Landowner: Beachcomber LLC; Parcel Number: 165-012-16; Location: 74185 Anchor Point Road

H. VACATIONS NOT REQUIRING A PUBLIC HEARING – None

I. SPECIAL CONSIDERATIONS - None

J. SUBDIVISION PLAT PUBLIC HEARINGS

- 1. The Plat Committee will review 2 preliminary plat.

K. OTHER/NEW BUSINESS

L. ASSEMBLY COMMENTS

M. LEGAL REPRESENTATIVE COMMENTS

N. DIRECTOR'S COMMENTS

O. COMMISSIONER COMMENTS

P. PENDING ITEMS FOR FUTURE ACTION

Q. ADJOURNMENT

**MISCELLANEOUS INFORMATIONAL ITEMS
NO ACTION REQUIRED**

- 1. 2020 American Planning Association Alaska Planning Conference Awards

NEXT REGULARLY SCHEDULED PLANNING COMMISSION MEETING

March 23, 2020 7:30 P.M.	Betty J. Glick Assembly Chambers, Kenai Peninsula Borough George A. Navarre Administration Building 144 N. Binkley St. Soldotna, Alaska
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ADVISORY PLANNING COMMISSION MEETINGS

ADVISORY COMMISSION	MEETING LOCATION	DATE	TIME
Anchor Point	Anchor Point Senior Center	March 19, 2020	7:00 p.m.
Cooper Landing	Cooper Landing Community Hall	March 18, 2020	6:00 p.m.

Funny River	Funny River Community Center	April 6, 2020	6:00 p.m.
Kalifornsky	Cook Inlet Aquaculture Association	March 18, 2020	6:00 p.m.
Moose Pass	Moose Pass Community Hall	TBD	6:30 p.m.
Hope / Sunrise	Hope Social Hall	TBD	6:00 p.m.
The Kachemak Bay Advisory Planning Commission is inactive at this time.			

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

CONTACT INFORMATION

KENAI PENINSULA BOROUGH PLANNING DEPARTMENT

Phone: 907-714-2215 (toll free within the Borough 1-800-478-4441, extension 2215)

Fax: 907-714-2378

e-mail address: planning@kpb.us

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

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

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

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



Plat Committee Tentative Agenda

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

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

*Jeremy Brantley – Sterling • Paulette Bokenko-Carluccio – City of Seldovia • Cindy Ecklund – City of Seward
Dr. Rick Foster – Southwest Borough • Paul Whitney – City of Soldotna
Alternates: Virginia Morgan – East Peninsula*

February 24, 2020

7:00 p.m.

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

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

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

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF AGENDA, EXCUSED ABSENCES, AND MINUTES

1. Agenda
2. Member/Alternate Excused Absences
 - a. Paulette Bokenko-Carluccio, City of Seldovia
 - b. Cindy Ecklund, City of Seward
3. Minutes
 - a. February 10, 2020 Plat Committee Meeting

D. PUBLIC COMMENT

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

E. SUBDIVISION PLAT PUBLIC HEARINGS

1. Halcyon Villas 2020 Replat
KPB File 2020-012 [Karabelnikoff S. Harmon, Royalty Real Estate Development Co LLC]

Location: off West Redoubt Avenue; City of Soldotna

2. Veil O Mist No. 18
KPB File 2020-017 [Segesser Surveys / Lund, Moore, Williamson]
Location: off Otter Trail Road; Sterling

F. FINAL SUBDIVISION PLAT PUBLIC HEARING - None

G. OTHER / NEW BUSINESS

H. MISCELLANEOUS INFORMATION – NO ACTION REQUIRED

I. ADJOURNMENT

NEXT REGULARLY SCHEDULED MEETING

March 23, 2020 5:30 P.M.	Betty J. Glick Assembly Chambers, Kenai Peninsula Borough George A. Navarre Administration Building 144 N. Binkley St. Soldotna, Alaska
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An interested party may request that the Planning Commission review a decision of the Plat Committee by filing a written request within 10 days of the written notice of decision in accordance with KPB 2.40.080.