



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

January 14, 2026 – 7:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

www.kenai.city

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

Agenda

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. **Election of Chair and Vice Chair**
4. Approval of the Agenda and Consent Agenda (*Public comments on Consent Agenda Items limited to three (3) minutes per speaker; thirty (30) minutes aggregated*)

All items listed with an asterisk () are considered to be routine and non-controversial by the 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 December 10, 2025

C. SCHEDULED PUBLIC COMMENT (*Public comment limited to ten (10) minutes per speaker*)

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

E. CONSIDERATION OF PLATS

F. PUBLIC HEARINGS

1. **Resolution PZ2026-01** - Granting a Conditional Use Permit to Operate an Automotive Repair Business on the Parcel Described as Lot 23, Block 3, Redoubt Terrace Subdivision, Located at 1606 Salmo Circle, Within the Suburban Residential (RS) Zoning District.

G. UNFINISHED BUSINESS

H. NEW BUSINESS

1. Discussion/Approval – Determining End of Year Meeting Schedule

I. REPORTS

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

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

K. NEXT MEETING ATTENDANCE NOTIFICATION

1. Next Meeting: January 28, 2026

L. COMMISSION COMMENTS AND QUESTIONS

M. PENDING ITEMS

N. ADJOURNMENT

O. INFORMATIONAL ITEMS

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

The agenda and supporting documents are posted on the City's website at www.kenai.city. Copies of resolutions and ordinances are available at the City Clerk's Office or outside the Council Chamber prior to the meeting. For additional information, please contact the City Planner at 907-283-8237.

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

<https://us02web.zoom.us/meeting/register/822ID-evQF6VgMQDyvdhJQ>



**CITY OF KENAI
PLANNING AND ZONING COMMISSION
RESOLUTION NO. PZ2026-01**

A RESOLUTION **GRANTING** A CONDITIONAL USE PERMIT TO DEVELOP AND OPERATE A SMALL AUTOMOTIVE REPAIR BUSINESS AT 1606 SALMO CIRCLE IN THE SUBURBAN RESIDENTIAL (RS) ZONING DISTRICT.

APPLICANT: TDC Garage LLC – Troy Consiel

PROPERTY ADDRESS: 1606 Salmo Circle

LEGAL DESCRIPTION: Redoubt Terrace Subdivision, Lot 23, Block 3

KENAI PENINSULA BOROUGH PARCEL NUMBER: 04713013

WHEREAS, a complete application meeting the requirements of Kenai Municipal Code 14.20.150 was submitted to the City on January 5, 2026; and,

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

WHEREAS, the City of Kenai Planning and Zoning Commission conducted a duly advertised public hearing on December 10, 2025, following requirements outlined in Kenai Municipal Code 14.20.280 for public hearings and notifications.

WHEREAS, the Planning and Zoning Commission finds:

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

Findings: *The RS Zone is intended to provide for medium density residential development in areas which will be provided with common utility systems.*

The proposed automotive repair business would not necessarily violate the character of the neighborhood as it would provide a practical amenity to residents. Work will strictly be done indoors, between the hours of 10am and 5pm to limit the impact to traffic during the busier hours of the day. The lot will be kept clean and tidy with no junk vehicles left on the lot and no vehicles parked in the street. The only signage indicating a business will be a decal on the garage door and applicant states the exterior will continue to appear as their regular family home.

Staff finds that the proposed use, as presented by the applicant, would not violate the intent of the RS zoning district.

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

Findings: The proposed automotive repair business should not impair the economic and noneconomic value of the adjacent properties and neighborhood as, per the applicant, it is designed to minimize disruption, remain out of site, and the property will continue to serve first and foremost as the family home.

The applicant states that there will be a limit to the number of vehicles on the property, which will be enforceable by City Staff as a condition of the permit. The only signage will be a 4" by 20" decal on the garage door. All work will be completed inside of the garage reducing noise pollution and efficiently keeping the exterior aesthetic as residential.

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

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

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

Suburban Residential is intended for single-family and multi-family residential uses that are urban or suburban in character. The area will typically be developed at a higher density; lots are typically smaller; and, public water and sewer services are required or planned. Some developments may be required to construct streets to a paved standard and larger subdivisions may be required to provide sidewalks and public areas. Parks and open space land uses may be considered appropriate.

The surrounding uses consist of single-family residences. All lots to the North, East, South, and West are zoned as Suburban residential.

As stated by the applicant in the application, the proposed use of the property is and will remain consistent and in harmony with Economic Development goals in the 2016 Comprehensive Plan.

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

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

Objective ED-1

Promote projects that create workforce development opportunities.

Objective ED-2

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

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

Findings: The property already has established facilities on site to include City water and septic servicing the primary structure, electricity, heating, and access to a paved, City-maintained, road.

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

Findings: The applicant states that all mechanical work will be performed inside the garage, which has a concrete foundation ensuring a solid barrier between the earth and the work being done. All fluids will be collected, properly stored, and disposed of using a professional service skilled in hazardous disposal. With the applicant, his family, and their pets being housed on site, safety will always be prioritized.

Vehicles being test driven will access the property via a pre-determined route of Fathom Drive to South Forest Drive and will stick to arterial roads to avoid additional traffic flow on residential streets. All traffic laws will be obeyed and neighborhood safety prioritized.

With these standards and planned protocols in place, it is not anticipated that the conditional use will be harmful to the public safety, health or welfare.

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

Findings: Applicant states that all work will be limited to daytime hours, specifically 10am to 5pm, to not disrupt the morning and evening routine of the neighborhood. This will help control any additional flow of traffic that could impede buses, children waiting at bus stops, and neighbors leaving or arriving home from work. All vehicles will be parked on the applicant's property, ensuring no disruption to the city-maintained road itself with a maximum limit of 4 customer vehicles being allowed on the property at a time. Signage will not exceed one 4" by 20" decal on the garage door. All fluids will be properly contained, stored, and disposed of in accordance with City, State, and Federal safety standards. Applicant requests a maximum timeline, for conditional use permit, of three (3) years to be allowed for him to obtain a small business loan and expand business in a commercial location.

Staff finds that allowing a small automotive repair business, with the adherence of conditions set forth by the applicant, City, and Commission, will not cause any adverse impacts on the surrounding properties.

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

Section 1. That a conditional use permit is granted to operate a small automotive repair business at 1606 Salmo Circle, on the property described as Redoubt Terrace Subdivision, Lot 23, Block 3 in the Suburban Residential (RS) Zoning District.

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

1. Any development or use of the property shall comply with all applicable Federal, State of Alaska, and City regulations regardless of whether or not the requirements are listed as conditions for the approval of the Conditional Use Permit.
2. Upon request, the applicant or applicant's representative shall meet with City staff for an on-site inspection.
3. All work will be limited to the hours of 10am to 5pm and strictly by appointment only.
4. Vehicle storage will be limited to a maximum of four (4) vehicles, excluding personal vehicles belonging to the household, to be stored on site. Vehicles must be parked, in a tidy fashion, on the property and not in the City street, so as not to impede traffic, utilities, or City maintenance.
5. All hazardous materials must be stored in accordance with City, State, and Federal safety guidelines.
6. Test drives will be performed outside of the neighborhood, which will be accessed by a pre-determined route of Fathom Drive and South Forest Drive, unless either road is closed to through traffic.
7. Storage of vehicle parts, tools, and equipment, must be contained within the garage and out of site of the neighborhood.
8. Conditional Use Permit will be valid for two (2) years from the effective date, with an option of a one (1) year extension, if approved by the Planning and Zoning Commission.

PASSED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI, ALASKA,
THIS 14th DAY OF JANUARY, 2026

, CHAIR

ATTEST:

LOGAN PARKS, DEPUTY CITY CLERK



STAFF REPORT

PLANNING & ZONING DEPARTMENT

TO: Planning and Zoning Commission
THROUGH: Kevin Buettner, Planning Director
FROM: Jessica See, Planning Technician
DATE: January 6, 2026
SUBJECT: Resolution PZ2026-01 – Conditional Use Permit – Automotive Repair

Request The applicant is requesting to operate a small automotive repair business from the single-family home.

Staff Recommendation Adopt Resolution PZ2026-01 approving a Conditional Use Permit to operate an automotive repair business at 1606 Salmo Circle, in the Suburban Residential (RS) Zoning District.

Applicant: TDC Garage – Troy Consiel
Legal Description: Redoubt Terrace Subdivision, Lot 23, Block 3
Property Address: 1606 Salmo Circle
KPB Parcel No.: 04713013
Lot Size: 10,890 square feet (.25 acre)
Zoning: Suburban Residential (RS)
Current Use: Residential
Land Use Plan: Suburban Residential (RS)

SUMMARY

The Applicant is requesting to operate a small, home based, automotive repair business from the attached single bay garage. Business would be focused on light mechanical work, diagnostics, and maintenance. A Conditional Use Permit (CUP) is required to operate an automotive sales business in the Suburban Residential (RS) Zoning District.

ANALYSIS

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

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

Findings: *The RS Zone is intended to provide for medium density residential development in areas which will be provided with common utility systems.*

The proposed automotive repair business would not necessarily violate the character of the neighborhood as it would provide a practical amenity to residents. Work will strictly be done indoors, between the hours of 10am and 5pm to limit the impact to traffic during the busier hours of the day. The lot will be kept clean and tidy with no junk vehicles left on the lot and no vehicles parked in the street. The only signage indicating a business will be a decal on the garage door and applicant states the exterior will continue to appear as their regular family home.

Staff finds that the proposed use, as presented by the applicant, would not violate the intent of the RS zoning district.

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

Findings: The proposed automotive repair business should not impair the economic and noneconomic value of the adjacent properties and neighborhood as, per the applicant, it is designed to minimize disruption, remain out of site, and the property will continue to serve first and foremost as the family home.

The applicant states that there will be a limit to the number of vehicles on the property, which will be enforceable by City Staff as a condition of the permit. The only signage will be a 4" by 20" decal on the garage door. All work will be completed inside of the garage reducing noise pollution and efficiently keeping the exterior aesthetic as residential.

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

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

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

Suburban Residential is intended for single-family and multi-family residential uses that are urban or suburban in character. The area will typically be developed at a higher density; lots are typically smaller; and, public water and sewer services are required or planned. Some developments may be required to construct streets to a paved standard

and larger subdivisions may be required to provide sidewalks and public areas. Parks and open space land uses may be considered appropriate.

The surrounding uses consist of single-family residences. All lots to the North, East, South, and West are zoned as Suburban residential.

As stated in the application, the proposed use of the property is and will remain consistent and in harmony with Economic Development goals in the 2016 Comprehensive Plan.

RELEVANT GOALS

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

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

Objective ED-1

Promote projects that create workforce development opportunities.

Objective ED-2

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

The applicant proposes that the permit will help create workforce development by giving the chance for a small business to be started, providing an income opportunity for the applicant and in future, potentially other individuals of the community as he grows. In preparation for starting the proposed business, the applicant will be utilizing other small businesses in the area promoting economic development in the City.

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

Findings: The property already has established facilities on site to include City water and septic servicing the primary structure, electricity, heating, and access to a paved, City-maintained, road.

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

Findings: The applicant states that all mechanical work will be performed inside the garage, which has a concrete foundation ensuring a solid barrier between the earth and the work being done. All fluids will be collected, properly stored, and disposed of using a professional service skilled in hazardous disposal. With the applicant, his family, and their pets being housed on site, safety will always be prioritized.

Vehicles being test driven will access the property via a pre-determined route of Fathom Drive to South Forest Drive and will stick to arterial roads to avoid additional traffic flow on residential streets. All traffic laws will be obeyed and neighborhood safety prioritized.

With these standards and planned protocols in place, it is not anticipated that the conditional use will be harmful to the public safety, health or welfare.

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

Findings: Applicant states that all work will be limited to daytime hours, specifically 10am to 5pm, to not disrupt the morning and evening routine of the neighborhood. This will help control any additional flow of traffic that could impede buses, children waiting at bus stops, and neighbors leaving or arriving home from work. All vehicles will be parked on the applicant's property, ensuring no disruption to the city-maintained road itself with a maximum limit of four (4) customer vehicles being allowed on the property at a time. Signage will not exceed one 4" by 20" decal on the garage door. All fluids will be properly contained, stored, and disposed of in accordance with City, State, and Federal safety standards. Applicant requests a maximum timeline, for conditional use permit, of three (3) years to be allowed for him to obtain a small business loan and expand business in a commercial location.

Staff finds that allowing a small automotive repair business, with the adherence of conditions set forth by the applicant, City, and Commission, will not cause any adverse impacts on the surrounding properties.

PUBLIC NOTICE

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

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

STAFF FINDINGS

Staff finds that the proposed Conditional Use Permit to develop and operate a small automotive repair business at 1606 Salmo Circle, on the property described as Redoubt Terrace Subdivision, Lot 23, Block 3 meets the criteria for issuance of a Conditional Use Permit as set forth in subsections (e)(1) through (e)(6) of Kenai Municipal Code 14.20.150 subject to the following conditions:

1. Any development or use of the property shall comply with all applicable Federal, State of Alaska, and City regulations regardless of whether or not the requirements are listed as conditions for the approval of the Conditional Use Permit.
2. Upon request, the applicant or applicant's representative shall meet with City staff for an on-site inspection.
3. All work will be limited to the hours of 10am to 5pm and strictly by appointment only.
4. Vehicle storage limited to a maximum of four (4) vehicles, excluding personal vehicles belonging to the household, to be stored on site. Vehicles must be parked, in a tidy fashion, on the property and not in the City street, so as not to impede traffic, utilities, or City maintenance.

5. All hazardous materials must be stored in accordance with city, state, and federal safety guidelines.
6. Test drives will be performed outside of the neighborhood on arterial roads which will be accessed by a pre-determined route of Fathom Drive and South Forest Drive.
7. Storage of vehicle parts, tools, and equipment must be contained within the garage and out of site of the neighborhood.
8. Conditional Use Permit will be valid for two (2) years from effective date with an option of a one (1) year extension, if approved by the Planning and Zoning Commission.

ATTACHMENTS

Aerial Map
Application
Redoubt Terrace Subdivision plat
Memorandum
Correspondence
Draft Minutes - partial





Conditional Use Permit Application

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

PROPERTY OWNER

Name:	Troy Consies		
Mailing Address:	Po Box 3365		
City:	Kenai	State: AK	99611
Phone Number(s):			
Email:			

PETITIONER REPRESENTATIVE (LEAVE BLANK IF NONE)

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

PROPERTY INFORMATION

Kenai Peninsula Borough Parcel # (Property Tax ID):		04713013
Physical Address:	1606 Salmo circle	
Legal Description:		
Zoning:	Suburban Residential	
Acres:	0.25	

CONDITIONAL USE DESCRIPTION

(include site plan/floor plan with square footages)

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

How is this property currently being used?	Residential
Conditional Use Requested for (attach additional sheets if necessary):	

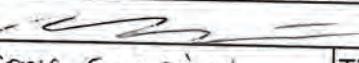
See Attached

Explain how the conditional use is consistent with purposes and intent of the zoning district of the property:
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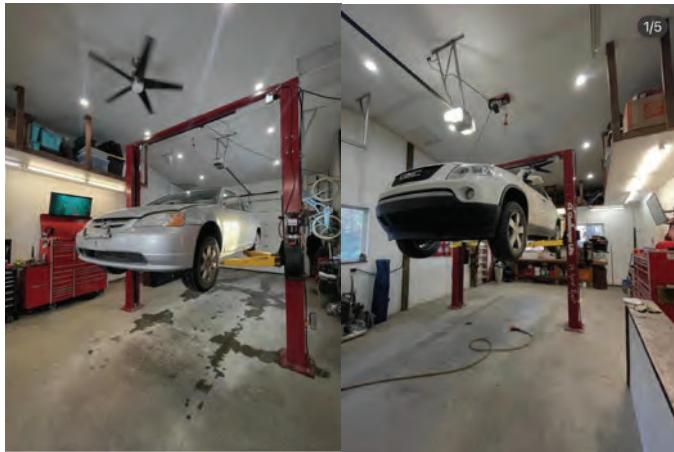
See Attached

Explain how the value of adjoining property and neighborhood will not be significantly impaired by the conditional use:

See Attached

Use of surrounding property - north:	homes		
Use of surrounding property - south:	main road Salmo circle, homes		
Use of surrounding property - east:	my empty lot		
Use of surrounding property - west:	homes		
Explain how the conditional use is in harmony with the City's Comprehensive Plan:			
See attached			
Are public services and facilities on the property adequate to serve the proposed conditional use?			
See attached			
Explain how the conditional use will not be harmful to public safety, health, or welfare:			
See attached			
Are there any measures with access, screening, site development, building design, or business operation that will lessen potential impacts of the conditional use to neighbors?			
See attached			
AUTHORITY TO APPLY FOR CONDITIONAL USE: I hereby certify that (I am) (I have been authorized to act for) owner of the property described above and that I petition for a conditional use permit in conformance with Title 14 of the Kenai Municipal Code. I understand that payment of the application fee is nonrefundable and is to cover the costs associated with processing this application, and that it does not assure approval of the conditional use. I also understand that assigned hearing dates are tentative and may have to be postponed by Planning Department staff of the Planning and Zoning Commission for administrative reasons. I understand that a site visit may be required to process this application. City of Kenai personnel are authorized to access the above-referenced property for the purpose of processing this application.			
Signature:			Date: 1-5-26
Print Name:	Troy Consiel	Title/Business: TDC Garage	
For City Use Only	Date Application Fee Received:		
	PZ Resolution Number:		

1. I am requesting a conditional use permit to operate a small, home based automotive repair business from my single bay, attached garage (see photos 1 and 2). I would be doing maintenance, diagnostics, and light mechanical work. I am only seeking a permit to be able to build the 2 years of business revenue required to be able to get a business loan and move to a bigger shop.



2. All work will be done strictly by appointment only and between the hours of 10am to 5pm to limit the impact to traffic and normal routine of the neighborhood. The lot will be kept clean and tidy, there will be no "junk" vehicles left on the lot and the number of additional vehicles on the lot will be strictly limited. No vehicles will be parked on the street as there is adequate parking available on the property. By all outward appearances, nothing will have changed as everything is contained in the garage. It will continue to have the appearance of what it is, our family home.
3. We have done nothing but improve on our home since we first bought it (photo 4). This is our home, our children's home first and foremost. There will be a limit to customer vehicles on our property which is something that is not currently a code with personal vehicles. With it as a condition it becomes enforceable which will be a benefit for people worried about cars accumulating. There will be no signs other than a 4"X20" sticker on the man door (photo 5 mock up). This will help keep unnecessary traffic down by making it so it is not likely someone would stumble upon it by accident. Appointments will become a necessity to know where it is located. All work will also be completed in

the garage reducing noise and unsightly vehicles on jackstands in the yard.



4. This conditional use permit aligns with goal 2 in the City's Comprehensive Plan which is Economic Development. This permit will eventually help create workforce development by giving the chance for a small business to get started. It will also generate tax revenue for the city. In preparing to start this process community services such as the small business office were utilized.
5. Yes. The property has city water and sewer, electricity, heating, and internet, as well as adequate storage space.
6. This conditional use will not be harmful to public safety because all mechanical work will be performed inside the garage. All fluids will be collected, stored, and disposed of properly and professionally by Republic Services. Contact has been made with them to confirm that it could be done as well as gathering price quotes. We have young children and four pets in our household so safety is always going to be a priority.
7. -Business hours will be 10-5 to avoid additional traffic during the early mornings (especially in the winter months) that kids are waiting at bus stops.
-No vehicles will be parked on streets. They will all be parked on our property, on the empty lot we own adjacent to our house (photo 5).
-There will be no more than 4 customer vehicles on the property in addition to our personal ones.
-Signage would not exceed one 4"X20" sticker on the door.
-All fluids will be disposed of professionally.
-If approved we ask that a maximum timeline of 3 years be allowed to prevent this from becoming a permanent option.



CURVE DIMENSION TABLE



Redoubt Terrace Sub
K-1424



MEMORANDUM

TO: Vice Chair Earsley and Planning & Zoning Commission Members

FROM: Shellie Saner, City Clerk

DATE: December 15, 2025

SUBJECT: **Tabled Item** - Resolution PZ2025-34 - Recommending the Approval of a Conditional Use Permit to Operate an Automotive Repair Business on the Parcel Described as Lot 23, Block 3, Redoubt Terrace Subdivision, Located at 1606 Salmo Circle, Within the Suburban Residential (RS) Zoning District.

During the December 10, 2025 Planning & Zoning Commission meeting Resolution PZ2025-34 was tabled by the Commission. Kenai Municipal Code (KMC) 14.05.050(b)(3) establishes that the most current edition of Robert's Rules of Order governs the Planning & Zoning Commission meetings.

Robert's Rules of Order provides that when an item is laid on the table, it may be taken from the table only during the same meeting or at the next regular meeting, provided that the next meeting occurs within the same session.

The sessions for the City of Kenai Planning & Zoning Commission conclude on December 31 of each year. As a result, Resolution PZ2025-34 expired at the close of the session and has fallen to the floor; therefore, it may not be taken from the table. The same matter; however, may be reintroduced in a new session as a new question.

This principle also applies to a motion to postpone, which is the appropriate motion when the intent is to defer consideration to a later meeting. Postponement does not extend beyond the close of a session.

Each new session constitutes a new exercise of the Commission's authority. Allowing unfinished business to automatically carry over would improperly bind a subsequent session to a procedural status or decision it did not adopt.

When consideration of an item is anticipated to occur during a meeting in a new session, the appropriate course is to allow the item to expire with adjournment of the session. Commission members may request that staff place the matter on a future agenda in the new session as a new item.

Letter of Objection to Conditional Use Permit for Auto Repair Business

Concerns Regarding Proposed Zoning Change in Residential Neighborhood

December 5, 2025

To Planning & Zoning Department, 210 Fidalgo Avenue Kenai, AK 99611

Planning and Zoning Commission

Subject: Objection to Conditional Use Permit Application for Auto Repair Business in Residential Neighborhood, Lot 23, Block 3, Redoubt Terrace Subdivision. 1606 Salmo Circle, within the Suburban Residential (RS) Zoning District.

I am writing as a resident of Redoubt Terrace Subdivision since 1976 to express my **strong** opposition to the granting of a conditional use permit for the purpose of establishing an auto repair business in our residential neighborhood. I firmly believe that permitting this type of commercial enterprise in a primarily residential area will negatively impact our community and quality of life and Property values.

Key Concerns

1. **Noise and Disturbance:** Auto repair operations inherently generate significant noise from tools, engines, and increased vehicle traffic. This will disrupt the peace and quiet that residents expect and value in their homes. The presence of additional vehicles in various stages of repair leads to the appearance of a junk yard. I have not seen a vehicle repair facility that does not end up having vehicles waiting for repairs, are used to provide used parts for the operation, or have no value left but will cost the operation or owner money to prepare the unit to be junked. This requires the unit to be drained of fluids and refrigerants which require certification to handle so the junk yard will accept them when **you** deliver vehicles to them. I cannot understand the need for a vehicle repair permit in the residential neighborhood when there already is an established vehicle repair facility located on the other side of the Spur highway just past the marijuana shop. You can't miss it due to the large number of vehicles at their establishment.
2. **Traffic and Safety:** I have serious safety concerns with this location and the traffic situation I have experienced for several years now. It is located on a small circle with a center Island limiting the available road service. Salmo Circle is fairly narrow as a vehicle negotiates around it. Vehicle drop off, loading/unloading from a trailer or tow is

questionable. Several times I have had to stop and evaluate if I was going to be able to drive my pickup pass the vehicle(s) parked at the curb.

3. There are children right next door to this address. Also, from 2 to 5 children at the corner of South Gill Street and Fathom Drive in an unfenced front yard. Increased traffic on South Gill, Fathom Drive and Salmo Circle is an undesirable condition in summer and winter due to excessive speed exhibited on Gill and Fathom. There are several vehicles which drive an estimated 30 to 40 mph through this section. In the winter and the streets are slick; I have witnessed many times a person take the corners by getting the vehicle to slide sideways into the corner with the front end pointed in the direction desired at the Salmo Circle to Fathom and from Fathom to South Gill. I have spoken to him about it with no effect on his actions. Increased traffic in this area is undesirable. Test driving of "repaired" vehicles will only add to the issue.
4. Environmental Impact: Auto repair shops often handle hazardous materials such as oils, lubricants, and chemicals. Accidental spills or improper disposal may threaten local soil and water quality not to mention possible contact with these chemicals by neighbors, children or pets.
5. Property Values: The presence of a commercial auto repair business will undoubtedly decrease residential property values, making the area less attractive for current and prospective homeowners. We have already lost enough in this subdivision.
6. **Neighborhood Character: The introduction of a business of this nature is incompatible with the established character and intended use of our community, which is designed for residential living rather than commercial activity.**
7. I suspect the city does not have the authority, capability or desire to control the number of vehicles present, their condition, and legitimate classification as to intended fate or ownership. Without some City oversight of the activities being considered and pursued, the city should not issue the permit and leave it to the local residents to deal with. For these reasons, I respectfully urge the Planning and Zoning Commission to deny the conditional use permit application for the proposed auto repair business. I strongly encourage the Commission to preserve the residential integrity of our neighborhood and consider the long-term interests of its residents.

Thank you for your attention to this important matter. I am available to discuss my concerns further at your convenience and would appreciate being informed of any upcoming public hearings regarding this application.

Sincerely,

Donald R Erwin *Donald R. Erwin*

Janice Erwin *Janice E.*

1603 Fathom Drive, Kenai, AK 99611 907-283-7570

From: [Kevin Buettner](#)
To: [Jessica See](#)
Subject: FW: Redoubt Terrace subdivision
Date: Wednesday, December 10, 2025 11:31:36 AM

For a laydown

Kevin Buettner, AICP, LEED AP, CNU-A
Planning Director
(907) 283-8235 (O) | (907) 971-0867 (M)
www.kenai.city

-----Original Message-----

From: Lisa Anderson <cleanfreakak@icloud.com>
Sent: Tuesday, December 9, 2025 10:21 PM
To: Kevin Buettner <kbuettner@kenai.city>
Subject: Redoubt Terrace subdivision

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Sent from my iPhone. Dear City of Kenai, planning and zoning. In regards to the permit for a auto repair shop in the neighborhood.. I strongly oppose this ! The traffic is already ridiculous with the little streets with no sidewalks. I think it's absurd that it would even be considered. The last thing we need in the middle of our neighborhood is more traffic speeding through , like the guy applying for the permit. Not to mention the environmental issues that could arise, such as leaky fluids of any kind that kids or pets could come across. And what does that do for our property values ? Thanks for considering my opinion. Sincerely Lisa 30 yr resident

From: [Michael Bernard](#)
To: [Planning Department](#)
Subject: Salmo Circle Conditional Use Permit
Date: Sunday, December 7, 2025 8:58:38 AM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

This email serves to address my concerns for the request of a conditional use permit at 1606 Salmo Circle. As a resident of the Redoubt Terrace Subdivision, I am in opposition of this request.

From: [Matthew Pyhala](#)
To: [Planning Department](#)
Subject: Conditional Use Permit-1606 Salmo Cir
Date: Wednesday, December 10, 2025 11:55:17 AM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

To Whom It May Concern:

My name is Matthew Pyhala. My wife, Sarah, and I live at 1600 Salmo Circle, in the cul de sac where the Conditional Use Permit is being applied for. As nearby neighbors to the property for the proposed automotive repair business, we would be affected more than others. With this in mind, we have no reservation nor objection to the approval of said Conditional Use Permit. We are confident that our neighbor would conduct business in a professional manner that would not negatively impact the harmony of our neighborhood. We fully support approving the Conditional Use Permit for an automotive repair business at 1606 Salmo Circle, Kenai.

With Kind Regards,

Matthew Pyhala
1600 Salmo Cir, Kenai

Commissioner Woodard **MOVED** to approve Resolution PZ2025-34. Commissioner Krause **SECONDED** the motion.

Director Buettner read into the record the staff report as included in the packet and attached to Resolution PZ2025-34; and read the written comments received.

Vice Chair Earsley opened the floor for public comment.

Troy Consiel, applicant, addressed the Commission noting his professional experience in the automotive field.

Staff clarified that an expiration date could be set on the CUP.

Vern Kornstad addressed the Commission in opposition to the CUP, noting traffic concerns due to the small narrow streets; and the use was not compatible with a residential neighborhood.

Donald Erwin addressed the Commission in opposition to the CUP, noting concerns with enforcement by the City; hours of operations being listed as daylight hours, and the number of daylight hours in the summer; the potential increase of traffic; and he did not feel it was a compatible need or use of a residential neighborhood.

Jan Kornstad addressed the Commission in opposition to the CUP, noting concerns with the impact to the economic value of property in the area; the property was zone suburban residential not commercial; the increased traffic to the neighborhood; and the use was not compatible with a residential neighborhood.

Kiersten Consiel addressed the Commission in support of the CUP and addressing concerns that were stated: there were not going to be cars everywhere; this was also their home; this was to get started and would not be forever; there were not going to be large signs posted or a lot of people coming in; there is one garage, which fits one car; and they also owned the property next door and have made improvements making it a nicer place to live.

Kristine Schmidt addressed the Commission in opposition to the CUP, noting this was a commercial business wanting to locate in a residential neighborhood; hours of operations listed as daylight hours is to vague; the need for clear hours to address machinery noise; by appointment only could be multiple appointments at the same time, a clear appointment schedule was needed; and the need for clear requirement for no on street parking and what is allowed for signage.

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

Commissioner Fikes spoke in opposition to the CUP, noting the type of operation in a condensed neighborhood, within a cul-de-sac; restrictions for on street parking during certain time of the year due to snow removal; the limited space for parking and potential of cars parking on the lawn; health and safety standards were not addressed in regards to the automotive fluids compliance issues; business licensing and bonding issues

Commissioner Woodard spoke in opposition to the CUP, noting increased noise levels; daylight hours could be all day long in the summer; and parking concerns.

Commissioner Keaton stated concerns with the hour of operation; the impact on home values if it were to become an eyesore; and stated general support for commercial business in a residential neighborhood provided it melded into the neighborhood.

Clarification was provided by the applicant regarding the size of the garage and the use of the vacant lot next door for parking.

There was discussion regarding the ability for the applicant to bring back a similar application in the future if this was not approved and adding additional conditions.

MOTION:

**CITY OF KENAI
PUBLIC NOTICE KENAI**

A Public Hearing is scheduled for ~~1/10/09~~
on **WEDNESDAY, JANUARY 14, 2015** at City Hall
210 Fidalgo Avenue, Kenai, AK 99611

The Owner of **1606 SOLITO CIRCLE**
has applied for a ~~LAND~~ ~~CONSTRUCTION~~ ~~PERMIT~~
for the proposed use of ~~HAZARDOUS~~ ~~REPAIR~~



KENAI

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

MEMORANDUM

TO: Planning & Zoning Commission Members
FROM: Kevin Buettner, Planning Director
DATE: January 9, 2026
SUBJECT: Discussion/Approval –End of Year (2026) Meetings

The meeting calendar for the Planning & Zoning Commission have potential conflicts in November 2026:

- November 11
 - Cancelled due to Veteran's Day
- November 25
 - Day before Thanksgiving

STAFF RECOMMENDATION

Staff recommends cancelling the meeting on November 23rd and scheduling a meeting on a non-traditional day the week of November 16th. This would be advertised as a special meeting, as it doesn't conform to our normal schedule, but would allow us to conduct business in a timely manner.

2026 Meeting Calendar

KEY

	- City Council (6:00)		- Council on Aging (3:00)
	- Planning & Zoning Commission (7:00)		- Beautification Commission (6:00)
	- Parks & Recreation Commission (6:00)		- Holiday - City Offices Closed
	- Airport Commission (6:00)		

January						
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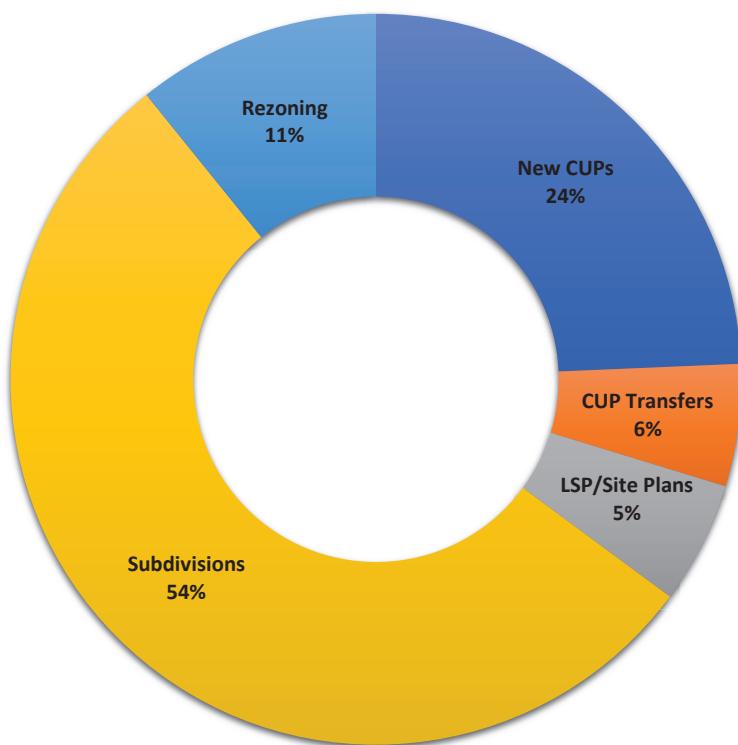
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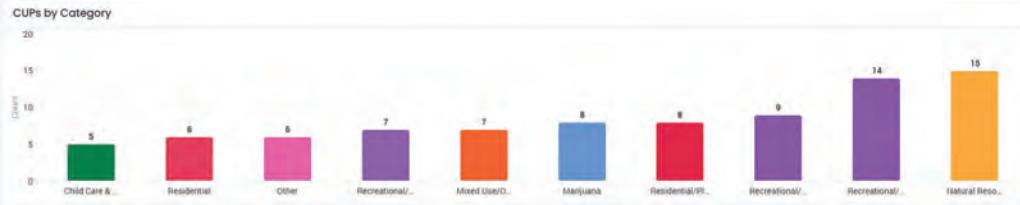
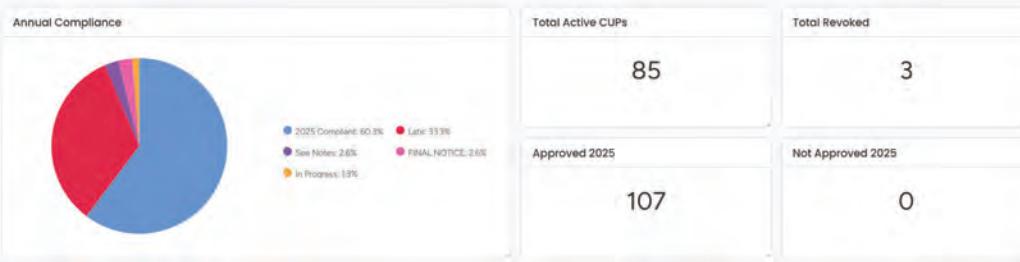
December						
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2025 P&Z Commission Action



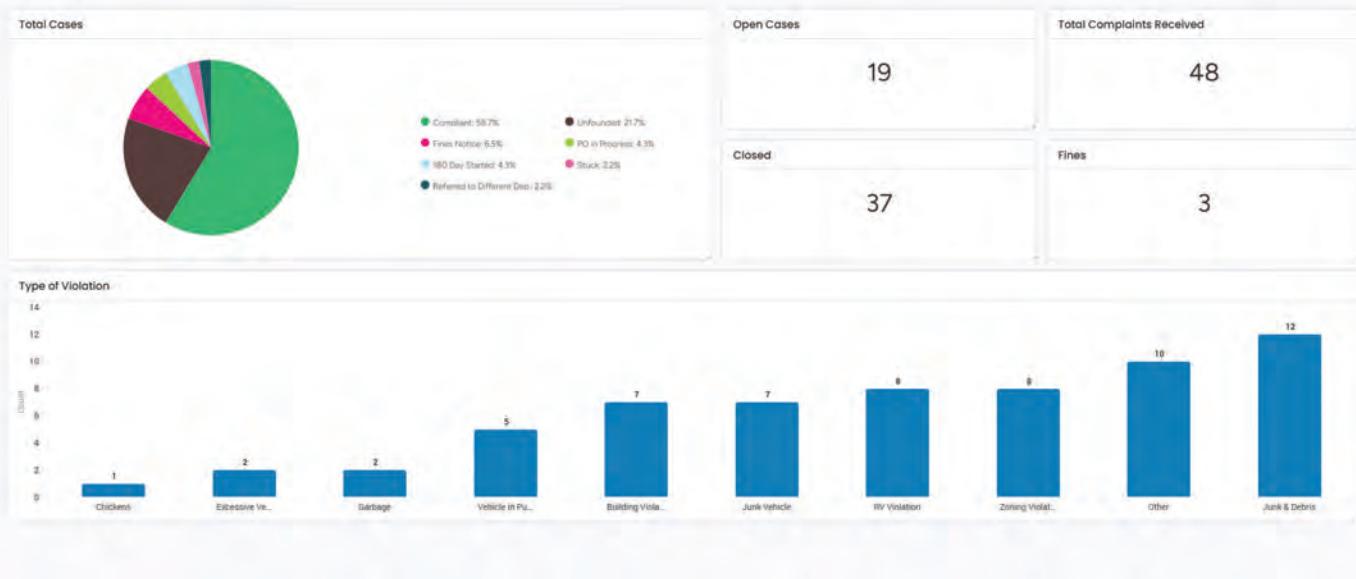
Reports

January 09, 2026 | 12:54:30



Chart

January 09, 2026 | 11:50:46





January 8, 2026 – 7:30 PM

Action Agenda

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

Jeremy Brantley, Chair
Sterling/Funny River
Term Expires 2027

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

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

Diane Fikes
City of Kenai
Term Expires 2025

Paul Whitney
City of Soldotna
Term Expires 2027

Franco Venuti
City of Homer
Term Expires 2025

Karina England
City of Seward
Term Expires 2026

Jeffrey Epperheimer
Nikiski District
Term Expires 2026

Dawson Slaughter
South Peninsula District
Term Expires 2025

ZOOM MEETING DETAILS

Zoom Meeting Link: <https://us06web.zoom.us/j/9077142200>

Zoom Toll Free Phone Numbers: 888-788-0099 or 877-853-5247

Zoom Meeting ID: 907 714 2200

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF AGENDA AND CONSENT AGENDA

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

ACTION ITEMS CURRENTLY ON CONSENT AGENDA:

***1 Time Extension Request**

- a. ROW Acquisition Plat – Kenai Spur Hwy Rehabilitation: Sport's Lake To Swires Rd.
KPB File 2017-171

***3. Administrative Approvals**

- a. Alpine Meadows No. 3 2025 Swanson Replat; KPB File 2024-138
- b. Bay Ridge Estates Caron Addition; KPB File 2024-135
- c. Bayview Gardens Sub Addn. 1 Bohrer Replat 2025; KPB File 2025-021
- d. Bull Hollow Subdivision Zimmerman Addition; KPB File 2025-088
- e. Eagle Crest Subdivision Replat 2025; KPB File 2025-038
- f. Graham Ranch; KPB File 2023-028
- g. Herrin Subdivision 2025 Addition; KPB File 2025-049
- h. Kenaitze Acres; KPB File 2025-100
- i. Mansfield 1999 Subdivision Lot 2 A Replat; KPB File 2025-057
- j. Pacific Park 2025 Replat; KPB File 2025-039
- k. Salamatof Air Park 2025 Addition; KPB File 2025-045
- l. Salamatof Lake Subdivision; KPB File 2025-041
- m. Scholz-Rediske Subdivision; KPB File 2024-107
- n. Soldotna Junction Subdivision 2025 Replat; KPB File 2025-042
- o. Sprucegate Subdivision No. 3 2025 Replat; KPB File 2025-044
- p. Stormwater Works Tracts One; KPB File 2025-073
- q. Swan View Subdivision 2025 Replat; KPB File 2025-080

***4. Final Approvals**

- a. Beaver Creek Alaska Subdivision Amended 2025 Replat; KPB File 2025-104
- b. Bremond Farms Estates Norris Addn. No. 3; KPB File 2025-063
- c. Moose Range Meadows South Anadromous Replat; KPB File 2025-065
- d. Pine Bluff Subdivision No. 6; KPB File 2025-118
- e. Scott's Acres Subdivision; KPB File 2025-122
- f. Seward Original Townsite Evans Replat; KPB File 2025-109
- g. Towle Subdivision 2025 Addition; KPB File 2025-136

***6. Commissioner Excused Absences**

- a. Karina England, City of Seward

***7. Minutes**

- a. December 8, 2025 Planning Commission Meeting Minutes

Motion to approve the consent & regular agendas passed by unanimous vote (8-Yes).

D. UNFINISHED BUSINESS – None

E. NEW BUSINESS

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

1. Conditional Use Permit; PC Resolution 2025-34
Applicant: Chugach Electric Association
Request: Replacing transmission line poles between Cooper Landing & Sterling within the Habitat Protection District of Jean Creek
Location: MP 58.5 Sterling Highway / Parcel ID: 02518002
Cooper Landing Area

Motion to grant a conditional use permit pursuant to KPB 21.18 for the construction of power poles within the 50-foot Habitat Protection District of Jean Creek passed by unanimous vote (8-Yes).

2. Utility Easement Vacation; KPB File 2025-162V
Mullikin Surveys / Rush, Patch
Request: Vacates an approximately 10' wide by 322' long utility easement along the entire southeastern border of Lot 3 granted by Timberline Subdivision Addition No. 1, Plat HM 79-24
Fritz Creek Area

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

3. Access Easement Vacation; KPB File 2025-169V

McLane Consulting Group / Hanson

Request: Vacates a 20' wide pedestrian easement located along the northern lot line, granted by Shoreline Heights 2023 Addition, Plat KN 2024-83

City of Kenai

Motion to grant the vacation as petitioned passed by unanimous vote (7-Yes, 1-Recused)

4. Building Setback Encroachment Permit; KPB File 2025-147 / PC Resolution 2026-03

Johnson Surveying / Jackson

Request: Permits a portion of the northern greenhouse to remain in the building setback on Tract D1, Peaceful Acres Jackson's Gardens Replat, Plat KN 2006-112

Kalifornsky Area

Motion granting a building setback encroachment permit passed by unanimous vote (8-Yes)

5. Building Setback Encroachment Permit; KPB File 2025-173 / PC Resolution 2026-05

Johnson Surveying / Jackson

Request: Permits a portion of the southern greenhouse to remain in the building setback on Tract D1, Peaceful Acres Jackson's Gardens Replat, Plat KN 2006-112

Kalifornsky Area

Motion granting a building setback encroachment permit passed by unanimous vote (8-Yes)

6. Building Setback Encroachment Permit; KPB File 2025-174 / PC Resolution 2026-06

Johnson Surveying / Jackson

Request: Permits a portion of Cabin 5 to remain in the building setback on Tract D1, Peaceful Acres Jackson's Gardens Replat, Plat KN 2006-112

Kalifornsky Area

Motion granting a building setback encroachment permit passed by unanimous vote (8-Yes)

7. Building Setback Encroachment Permit; KPB File 2025-175 / PC Resolution 2026-08

Johnson Surveying / Jackson

Request: Permits a portion of Cabin 6 to remain in the building setback on Tract D1, Peaceful Acres Jackson's Gardens Replat, Plat KN 2006-112

Kalifornsky Area

Staff Responsible: Platting Manager Vince Piagentini

Motion granting a building setback encroachment permit passed by unanimous vote (8-Yes)

8. Conditional Land Use Permit (Material Site); PC Resolution 2026-07

Applicant: Colaska Inc. DBA QAP
Parcel ID Number: 06362003
Address: 35775 Sterling Highway
Sterling Area
Staff Responsible: Planner Ryan Raidmae

Motion granting granting a conditional land use permit to operate a sand, gravel or material site under a Type 1 & 2 endorsements was passed by unanimous vote (8-Yes).

Motion to add the condition that white noise backup alarms be used for the duration of the project passed by unanimous vote (8-Yes)

Public Hearing: Legislative Matters - None

F. PLAT COMMITTEE REPORT – The plat committee will review 6 plats.

G. OTHER

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

I. DIRECTOR'S COMMENTS

J. COMMISSIONER COMMENTS

K. ADJOURNMENT

MISCELLANEOUS INFORMATIONAL ITEMS

NEXT REGULARLY SCHEDULED PLANNING COMMISSION MEETING

The next regularly scheduled Planning Commission meeting will be held **Monday, January 26, 2026** in the Betty J. Glick Assembly Chambers of the Kenai Peninsula Borough George A. Navarre Administration Building, 144 North Binkley Street, Soldotna, Alaska at **7:30 p.m.**

CONTACT INFORMATION

KENAI PENINSULA BOROUGH PLANNING DEPARTMENT

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

e-mail address: planning@kpb.us

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

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

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

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



Kenai City Council - Regular Meeting

December 17, 2025 — 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

www.kenai.city

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

Action Agenda

A. CALL TO ORDER

1. Pledge of Allegiance
2. Star Spangled Banner by Cook Inlet Academy Students Conner West and Braden Mannhardt.
3. Roll Call
4. Approval of the Agenda and Consent Agenda (*Public comments on Consent Agenda Items limited to three (3) minutes per speaker; thirty (30) minutes aggregated*)

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

B. SCHEDULED ADMINISTRATIVE REPORTS

1. City of Kenai Community Survey Results, Probolsky Research, Principal Researcher Joshua Emeneger.
2. City of Kenai Public Safety Building Assessment Results, K+A designstudios, Principal Architect Chris Parker.

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

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

E. PUBLIC HEARINGS

1. **ENACTED WITHOUT OBJECTION.** **Ordinance No. 3496-2025** - Increasing Estimated Revenues and Appropriations in the General Fund to Provide Supplemental Funding for Utilities and Building Maintenance Costs in Excess of Budgeted Amounts for the Challenger Learning Center. (Administration)
2. **ADOPTED WITHOUT OBJECTION.** **Resolution No. 2025-70** - Authorizing a Change Order with HDR Engineering, Inc. for Preliminary Design of the Bluff Structure Access Pathways. (Administration)
3. **ADOPTED WITHOUT OBJECTION.** **Resolution No. 2025-71** - Approving a Cooperative Agreement between Kenaitze/Salamatof Tribally Designated Housing Entity, the Kenai Peninsula Borough, and the City of Kenai. (Legal)

4. **ADOPTED WITHOUT OBJECTION. Resolution No. 2025-72** - Requesting the Governor of the State of Alaska Designate by Proclamation the Area of the Upper Cook Inlet East Side Set Net Fishery as an Area Impacted by an Economic Disaster in 2025 and Supporting a Recovery Plan. (Askin and Grieme)

F. MINUTES

1. *Regular Meeting of December 3, 2025. (City Clerk)

G. UNFINISHED BUSINESS

H. NEW BUSINESS

1. ***Action/Approval** - Bills to be Ratified. (Administration)
2. ***Action/Approval** - Special Use Permit to TOTE Maritime Alaska, LLC for Truck Trailer Storage. (Administration)
3. ***Ordinance No. 3497- 2025** - Accepting and Appropriating a Donation to the Kenai Community Library for Library Materials, Wayfinding, and Programming. (Administration)
4. **APPROVED WITHOUT OBJECTION. Action/Approval** - Mayoral Nominations for Appointments to the Advisory Commissions. (City Clerk)
5. **APPROVED WITHOUT OBJECTION. Action/Approval** - Nominations Received for Council Consideration for Appointment to the Arbitration Panel. (City Clerk)
6. **APPROVED WITHOUT OBJECTION. Action/Approval** - Mayoral Nominations for Appointment to the Planning & Zoning Commission. (Knackstedt)

I. COMMISSION REPORTS

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

J. REPORT OF THE MAYOR

K. ADMINISTRATION REPORTS

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

L. ADDITIONAL PUBLIC COMMENTS

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

M. EXECUTIVE SESSION

N. PENDING ITEMS

O. ADJOURNMENT

P. INFORMATION ITEMS

1. Cook Inlet Regional Citizens Advisory Council, Director Report

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

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

<https://us02web.zoom.us/meeting/register/3JHsNKKuRlubmELa2-iRMA>



Kenai City Council - Regular Meeting

January 07, 2026 — 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

www.kenai.city

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

Action Agenda

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Approval of the Agenda and Consent Agenda (*Public comments on Consent Agenda Items limited to three (3) minutes per speaker; thirty (30) minutes aggregated*)

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B. SCHEDULED ADMINISTRATIVE REPORTS

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

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

E. PUBLIC HEARINGS

1. **ENACTED WITHOUT OBJECTION** **Ordinance No. 3497- 2025** - Accepting and Appropriating a Donation to the Kenai Community Library for Library Materials, Wayfinding, and Programming. (Administration)
2. **ADOPTED WITHOUT OBJECTION** **Resolution No. 2026-01** - Amending the City of Kenai's Schedule of Rates, Charges, and Fees by Increasing the City League Participation Fee and Removing the City League Basketball Team Fee. (Administration)

F. MINUTES

1. *Regular Meeting of December 17, 2025. (City Clerk)

G. UNFINISHED BUSINESS

H. NEW BUSINESS

1. ***Action/Approval** - Bills to be Ratified. (Administration)
2. ***Action/Approval** - Purchase Orders and Purchase Order Amendments Requiring Council Approval in Accordance with KMC 7.15.020. (Administration)
3. ***Ordinance No. 3498-2026** - Increasing Estimated Revenues and Appropriations in the General Fund to Provide Supplemental Funding for Election Costs in Excess of Budgeted Amounts for the Purpose of Conducting a Special Election. (City Clerk)

4. ***Ordinance No. 3499-2026** - Increasing Estimated Revenues and Appropriations by \$6,500 in the General Fund for Expenditures Which Could Influence the Outcome of the City of Kenai Ballot Proposition No. 2026-A at the April 14, 2026 Special Election. (City Clerk)
5. **APPROVED WITHOUT OBJECTION Action/Approval** - Authorizing the City Manager to Complete an Agreement for Mutual Aid and Assistance for the Alaska Water / Wastewater Agency Response Network. (Administration)
6. **APPROVED WITHOUT OBJECTION Action/Approval** - Consent to Assignment and Assignment of Lease Agreement of Tract A and Tract B, City of Kenai Shore Fishery No. 1. (Administration)
7. **Discussion/Action** - 2026 Special Election - Proposition Question(s) (City Clerk)

I. COMMISSION REPORTS

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

J. REPORT OF THE MAYOR

K. ADMINISTRATION REPORTS

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

L. ADDITIONAL PUBLIC COMMENTS

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

M. EXECUTIVE SESSION

N. PENDING ITEMS

O. ADJOURNMENT

P. INFORMATION ITEMS

1. Boys and Girls Clubs of the Kenai Peninsula - Thank You Letter

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

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

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