



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

**September 10, 2025 – 7:00 PM**

**Kenai City Council Chambers  
210 Fidalgo Avenue, Kenai, Alaska**

[www.kenai.city](http://www.kenai.city)

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

**Agenda**

**A. CALL TO ORDER**

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

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

**B. APPROVAL OF MINUTES**

1. \*Regular Meeting of August 27, 2025

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

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

**E. CONSIDERATION OF PLATS**

**F. PUBLIC HEARINGS**

1. **Resolution PZ2025-28** - Granting a Conditional Use Permit to Temporarily Allow an Accessory Building on Parcel Without Main Building or Use on the parcel described as Lot 6, Block 5, Mommsens Subdivision Replat Addition No. 1, Located at 1012 Third Street, Within the Suburban Residential (RS) Zoning District.

**G. UNFINISHED BUSINESS**

**H. NEW BUSINESS**

1. **Discussion** – P&Z Meeting Schedule FY2026
2. **Discussion** – Capital Improvement Plan FY2027-2031

**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: October 08, 2025

**L. COMMISSION COMMENTS AND QUESTIONS**

**M. PENDING ITEMS**

**N. ADJOURNMENT**

**O. INFORMATIONAL ITEMS**

<b>**COMMISSIONERS, PLEASE CONTACT US IF YOU WILL NOT BE ABLE TO ATTEND THE MEETING**</b>
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*The agenda and supporting documents are posted on the City's website at [www.kenai.city](http://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/-oNdDBd8REWj5KPGmCvhWg>

**KENAI PLANNING & ZONING COMMISSION  
REGULAR MEETING  
AUGUST 27, 2025 – 7:00 P.M.  
KENAI CITY COUNCIL CHAMBERS  
210 FIDALGO AVE., KENAI, AK 99611  
VICE CHAIR EARSLEY, PRESIDING**

**MINUTES**

**A. CALL TO ORDER**

A Regular Meeting of the Kenai Planning & Zoning Commission was held on August 27, 2025, in City Hall Council Chambers, Kenai, AK. Vice Chair Earsley called the meeting to order at approximately 7:00 p.m.

**1. Pledge of Allegiance**

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

**2. Roll Call**

There were present:

Jeanne Reveal  
Glenese Pettey  
Stacie Krause  
Gwen Woodard

Sonja Earsley, Vice Chair  
Diane Fikes

A quorum was present.

Absent:

Jeff Twait

Also in attendance were:

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

**3. Approval of Agenda and Consent Agenda**

Vice Chair Earsley noted the following additions to the Packet:

Add to item F.1.

**Resolution PZ2025-26**

- Public Comment

**MOTION:**

Commissioner Reveal **MOVED** to approve the agenda and consent agenda, with the requested revisions. Commissioner Pettey **SECONDED** the motion.

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

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

**UNANIMOUS CONSENT** was requested.  
There being no objection; **SO ORDERED**.

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

**B. APPROVAL OF MINUTES**

1. \*Regular Meeting of July 23, 2025.

Approved by the consent agenda.

**C. SCHEDULED PUBLIC COMMENTS - None.**

**D. UNSCHEDULED PUBLIC COMMENTS - None.**

**E. CONSIDERATION OF PLATS**

1. **Resolution No. PZ2025-27** – Recommending Approval of Preliminary Plat – Valhalla Heights Subdivision Thomsen Replat, Lots 8, 9, 27, & 28, Block 7, Valhalla Heights Subdivision Part Three, Township 5 North, Range 10 West, Section 6, Seward Meridian, to the Kenai Peninsula Borough, in the Rural Residential Zoning District.

Planning Director Buettner read the staff report as included in the packet and attached to Resolution PZ2025-27.

**MOTION:**

Commissioner Woodard **MOVED** to approve Resolution PZ2025-27. Commissioner Pettey **SECONDED** the motion.

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

There was discussion regarding double frontage rule; the intent of the property owner to construct a larger shop; and relocation of the utility easement.

Clarification was provided that in single residential areas there were no restrictions on land clearing; and although the City did try to locate covenants, they were not enforceable by the City.

**VOTE:**

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

NAY: None

ABSENT: Twait

**MOTION PASSED.**

**F. PUBLIC HEARINGS**

1. **Resolution No. PZ2025-26** - Recommending the Kenai City Council Amend the Official Zoning Map by Rezoning Thirteen Properties Zoned with Multiple Zones and Assigning One Zoning District per Parcel, Tract, or Government Lot.

**MOTION:**

Commissioner Woodard **MOVED** to approve Resolution PZ2025-26. Commissioner Pettey **SECONDED** the motion.

Planning Director Buettner read the report as included in the packet and attached to Resolution PZ2025-26.



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

It was reported that the proposed rezones were developed to align with the parcels existing use; property owners were contacted in advanced and several owners engaged in discussions; this was a housekeeping effort to clean up mapping; and property owners would still have the ability to apply for rezones in the future.

**VOTE:**

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

NAY: None

ABSENT: Twait

**MOTION PASSED.**

**G. UNFINISHED BUSINESS - None.**

**H. NEW BUSINESS**

1. **Action/Approval** - Approving the Transfer of a Conditional Use Permit PZ2017-01 for the use of a Hotel/Motel, Restaurant, and Bar on the property described as Tract B, Kenai Landing Subdivision 2021 Addition, located at 2291 Bowpicker Lane within the Heavy Industrial Zoning District.

*[Clerk's Note: Vice Chair Earsley passed the gavel to Commissioner Pettey and declared a conflict with the Transfer of the Conditional Use Permit as she is employed by the applicant. Vice Chair Earsley abstained from discussion and voting on the subject.]*

**MOTION:**

Commissioner Krause **MOVED** to approve the transfer of the Conditional Use Permit PZ2017-01. Commissioner Reveal **SECONDED** the motion.

Commissioner Pettey opened the floor for public comment there being no one wishing to be heard, the public comment period was closed.

**VOTE:**

YEA: Krause, Fikes, Woodard, Reveal, Pettey

NAY: None

ABSTENTION: Earsley

ABSENT: Twait

**MOTION PASSED.**

*[Clerk's Note: Commissioner Pettey returned the gavel to Vice Chair Earsley.]*

2. **Discussion** – Alaska Walkability Action Institute – Kenai Peninsula Action Plan.

Planning Director Buettner, Alecia Gottlob and Julie Bunch provided a presentation identifying potential areas for improving walkability within the City of Kenai.

**I. REPORTS**

1. Planning Director

Planning Director Buettner reported on the following:

- Expressed gratitude to the Commission
- Training of Jessica See, Planning Technician

2. Commission Chair – No report.

3. Kenai Peninsula Borough Planning – Commissioner Fikes reported on recent actions of the Kenai Peninsula Borough Planning Commission.
4. City Council Liaison – Council Member Askin reported on recent actions of the City Council.

**J. ADDITIONAL PUBLIC COMMENT** - None.

**K. NEXT MEETING ATTENDANCE NOTIFICATION**

1. Next Meeting: September 10, 2025.

**L. COMMISSION COMMENTS AND QUESTIONS**

Commission Members welcomed Deputy City Clerk Logan Parks, thanked the City staff for their hard work, and expressed gratitude for the presentation.

**M. PENDING ITEMS** - None.

**N. ADJOURNMENT**

**O. INFORMATIONAL ITEMS** - None.

There being no further business before the Planning & Zoning Commission, the meeting was adjourned at 8:17 p.m.

I certify the above represents accurate minutes of the Planning & Zoning Commission meeting of August 27, 2025.

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Logan Parks  
Deputy City Clerk



**CITY OF KENAI  
PLANNING AND ZONING COMMISSION  
RESOLUTION NO. PZ2025-28**

A RESOLUTION **GRANTING** A CONDITIONAL USE PERMIT TO TEMPORARILY ALLOW AN ACCESSORY BUILDING ON PARCEL WITHOUT MAIN BUILDING OR USE ON A PARCEL DESCRIBED AS LOT 6, BLOCK 5, MOMMSSENS SUBDIVISION REPLAT ADDITION NO. 1, LOCATED AT 1012 THIRD STREET IN THE SUBURBAN RESIDENTIAL (RS) ZONING DISTRICT.

APPLICANT: Emmet Heidemann

PROPERTY ADDRESS: 1012 Third Street

LEGAL DESCRIPTION: Mommsens Sub Replat Addn No 1 & 2, Lot 6, Blk 5

KENAI PENINSULA BOROUGH PARCEL NUMBER: 03913106

WHEREAS, a complete application meeting the requirements of Kenai Municipal Code (KMC) 14.20.150 was submitted to the City on August 20, 2025; and,

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

WHEREAS, the City of Kenai Planning and Zoning Commission conducted a duly advertised public hearing on September 10, 2025, following requirements outlined in KMC 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 Suburban Residential (RS) Zone is intended to provide for medium density residential development in areas which will be provided with common utility systems.*

The owner of the property is planning to build a new residential structure on the above-named parcel. Prior to the development, the owner/applicant has requested the temporary use of a shipping container (colloquially called a ConEx or connex) to securely store building materials and/or tools during the construction phase while not in active use. Due to logistical issues, it is not always practical for the owner/applicant to be on site to oversee the security of procured materials and tools. The conditional use of an accessory building on (a) parcel without (a) main building or use is allowable per KMC 14.22 – *Land Use Table* and 14.20.200 – *Accessory Structures*.

Specifically, KMC 14.20.200(b) states: [An] [u]noccupied accessory structures may be allowed as a conditional use on a residential parcel that does not have a main building or use of the land only when the parcel on which the unoccupied accessory structure proposed is adjacent to and shares a common lot line with a parcel owned by the same owner and a main building or use is constructed or used on the adjacent parcel. The conditional use for an unoccupied accessory structure on an adjacent parcel shall expire upon transfer of either parcel to a third party and all accessory buildings on adjacent parcels without a main building or main use must be removed.

The owner does own all three adjacent parcels. Once the building is constructed, the shipping container, if kept on the property, would be required to conform to the applicable provisions of KMC 14.20.200(a) – *Yard Requirements for Accessory Structures*. Staff finds that the temporary conditional use would allow for meaningful residential development in the area.

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 adjoining property is owned by the owner/applicant. Other landowners and residents nearby have been properly noticed. Mr. & Mrs. Minarik, nearby landowners, did contact the Planning Department on September 2, 2025 for clarification. Once informed, they spoke in favor of the project. The conditional use is temporary in nature and will be conditional on the acquisition of a building permit from the City of Kenai and successful development in accordance with that permit.

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

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

Findings: The Land Use Plan, from the 2016 Comprehensive Plan, identifies the subject property with the 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 pave 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 empty lots to the north, empty lots to the east, empty lots to the south, and empty lot and a single-family residence to the west. The area is zoned as Suburban Residential surrounding this parcel. The proposed conditional use is temporary, but will result in a new residential dwelling being constructed in an area that is beginning to see more demand and is already served with city utilities.

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



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

**Objective Q-1**

*Ensure that Kenai is a community where people and property are safe.*

**Objective Q-4**

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

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

**Objective LU-2**

*Promote the infill of existing, improved subdivision lots.*

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

Findings: City water is available and adequate for the proposed use. Prior to the development of the dwelling, a replat would be needed to merge lots together to allow for a septic system, or a sewer line would need to be extended along Third Street. These considerations have been discussed with the owner/applicant. Consideration of this conditional use permit will drive further development decisions by the owner/applicant.

Third Street is a gravel road that is not City-maintained.

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

Findings: The storage container will be securely locked when not in use and positioned away from any right of way. Staff finds there will be no impact to 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: Staff finds that allowing a temporary accessory structure without a main building does not cause any adverse impacts on the surrounding properties.

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

**Section 1.** That a conditional use permit is granted to allow the temporary use of a storage container. This accessory structure would be located on a parcel without a main building or use to allow for the development of a new residential structure at 1012 Third Street, on the property described as Mommsens Sub Replat Addn No 1 & 2, Lot 6, Blk 5 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. The conditional use is allowed effective the date of a building permit being obtained from the City of Kenai Building Official / Public Works Department.
3. The conditional use expires thirty (30) days from the certificate of occupancy being issued.
4. Upon request, the applicant or applicant's representative shall meet with City staff for an on-site inspection.

PASSED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI, ALASKA,  
THIS 10<sup>TH</sup> DAY OF SEPTEMBER, 2025

\_\_\_\_\_  
Sonja Earsley, Vice-Chairperson

ATTEST:

\_\_\_\_\_  
Logan Parks, Deputy City Clerk





# STAFF REPORT

PLANNING & ZONING DEPARTMENT

**TO:** Planning and Zoning Commission  
**FROM:** Kevin Buettner, Planning Director  
**DATE:** September 3, 2025  
**SUBJECT:** Resolution PZ2025-28 – Conditional Use Permit – Temporary Accessory Structure Without Main Building

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**Request**

The applicant is requesting to temporarily place a storage container at 1012 Third Street.

**Staff  
Recommendation**

Adopt Resolution PZ2025-28 approving a Conditional Use Permit to temporarily allow an accessory building on a parcel with no main building at 1012 Third Street, in the Suburban Residential (RS) Zoning District.

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**Applicant:** Emmet Heidemann  
**Legal Description:** Mommsens Sub Replat Addn No 1 & 2, Lot 6, Blk 5  
**Property Address:** 1012 Third St.  
**KPB Parcel No.:** 03913106  
**Lot Size:** 14,810 square feet (.34-acres)  
**Zoning:** Suburban Residential (RS)  
**Current Use:** Vacant Lot  
**Land Use Plan:** Suburban Residential (RS)

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**SUMMARY**

The Applicant is requesting to temporarily place a storage container at 1012 Third Street, located north of Redoubt Avenue along Third Street. A Conditional Use Permit (CUP) is required to place an accessory building on a parcel without a main building or use in the Suburban Residential (RS) Zoning District.

## ANALYSIS

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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 Suburban Residential (RS) Zone is intended to provide for medium density residential development in areas which will be provided with common utility systems.*

The owner of the property is planning to build a new residential structure on the above-named parcel. Prior to the development, the owner/applicant has requested the temporary use of a shipping container (colloquially called a ConEx or connex) to securely store building materials and/or tools during the construction phase while not in active use. Due to logistical issues, it is not always practical for the owner/applicant to be on site to oversee the security of procured materials and tools. The conditional use of an accessory building on (a) parcel without (a) main building or use is allowable per KMC 14.22 – Land Use Table and 14.20.200 – Accessory Structures.

Specifically, KMC 14.20.200(b) states: [An] [u]noccupied accessory structures may be allowed as a conditional use on a residential parcel that does not have a main building or use of the land only when the parcel on which the unoccupied accessory structure proposed is adjacent to and shares a common lot line with a parcel owned by the same owner and a main building or use is constructed or used on the adjacent parcel. The conditional use for an unoccupied accessory structure on an adjacent parcel shall expire upon transfer of either parcel to a third party and all accessory buildings on adjacent parcels without a main building or main use must be removed.

The owner does own all three adjacent parcels. Once the building is constructed, the shipping container, if kept on the property, would be required to conform to the applicable provisions of KMC 14.20.200(a) – Yard Requirements for Accessory Structures.

Staff finds that the temporary conditional use would allow for meaningful residential development in the area.

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

**Findings:** The adjoining property is owned by the owner/applicant. Other landowners and residents nearby have been properly noticed. Mr. & Mrs. Minarik, nearby landowners, did contact the Planning Department on September 2, 2025 for clarification. Once informed, they spoke in favor of the project. The conditional use is temporary in nature and will be conditional on the acquisition of a building permit from the City of Kenai and successful development in accordance with that permit. There is an existing berm of dirt that will partially shield this container from view.

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

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

**Findings:** The Land Use Plan, from the 2016 Comprehensive Plan, identifies the subject property 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 pave 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 empty lots to the north, empty lots to the east, empty lots to the south, and empty lot and a single-family residence to the west. The area is zoned as Suburban Residential surrounding this parcel. The proposed conditional use is temporary, but will result in a new residential dwelling being constructed in an area that is beginning to see more demand and is already served with city utilities.

The proposed use of the property as proposed is consistent and in harmony with several goals in the 2016 Comprehensive Plan.

**RELEVANT GOALS**

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

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

**Objective Q-1**

*Ensure that Kenai is a community where people and property are safe.*

**Objective Q-4**

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

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

**Objective LU-2**

*Promote the infill of existing, improved subdivision lots.*

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

**Findings:** City water is available and adequate for the proposed use. Prior to the development of the dwelling, a replat would be needed to merge lots together to allow for a septic system, or a sewer line would need to be extended along Third Street. These considerations have been discussed with the owner/applicant. Consideration of this conditional use permit will drive further development decisions by the owner/applicant.

Third Street is a gravel road that is not City-maintained.

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

**Findings:** The storage container will be securely locked when not in use and positioned away from any right of way. Staff finds there will be no impact to 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:** Staff finds that allowing a temporary accessory structure without a main building does not cause any adverse impacts on the surrounding properties.

## **PUBLIC NOTICE**

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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.

One Public Comment was received on September 2, 2025 (see *Finding 2*). No other comments were received at the time of this report.

## **STAFF RECOMMENDATION**

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Staff finds that the proposed Conditional Use Permit to place an accessory building on a parcel without a main building or use at 1012 Third Street, on the property described as Mommsens Sub Replat Addn No 1 & 2, Lot 6, Blk 5 meets the criteria for issuance of a Conditional Use Permit as set forth in subsections (e)(1) through (e)(6) of Kenai Municipal Code 14.20.150, and hereby recommends that the Planning and Zoning Commission adopt Resolution PZ2025-28 approving the Conditional Use Permit, subject to the following conditions:

1. Any development or use of the property shall comply with all applicable Federal, State of Alaska, and City regulations regardless of whether or not the requirements are listed as conditions for the approval of the Conditional Use Permit.
2. The conditional use is allowed effective the date of a building permit being obtained from the City of Kenai Building Official / Public Works Department.

3. The conditional use expires thirty (30) days from the certificate of occupancy being issued.
4. Upon request, the applicant or applicant's representative shall meet with City staff for an on-site inspection.

## ATTACHMENTS

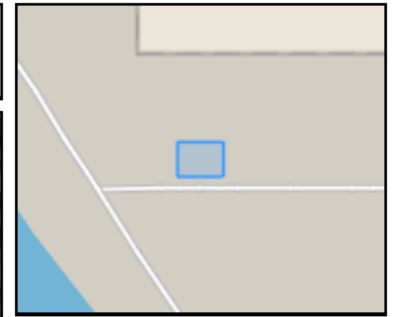
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Aerial Map

Application

Mommsens Sub Replat Addn No 1&2 Subdivision Plat





### Legend

Transportation

Mileposts



Parcels and PLSS

Tax Parcels



0 150 300 ft

NOTE: Every reasonable effort has been made to ensure the accuracy of these data. However, by accepting this material, you agree that data are provided without warranty of any kind, either expressed or implied, including but not limited to time, money or goodwill arising indemnify, defend, and hold harmless Kenai Peninsula Borough for any and all liability of any nature arising from the lack of accuracy or

Borough assumes no liability of any kind arising from the use of this data. The ration or modification of the data. In using these data, you further agree to data, or use of the data.



PAID

8/20/25

RECEIVED

8/20/25



## 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:	EMMET HEIDEMANN		
Mailing Address:	PO BOX 770061		
City:	EAGLE RIVER	State:	ALASKA
Phone Number(s):	[REDACTED]		
Email:	[REDACTED]		

### PETITIONER REPRESENTATIVE (LEAVE BLANK IF NONE)

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

### PROPERTY INFORMATION

Kenai Peninsula Borough Parcel # (Property Tax ID):	ID (PIN) 03913/66
Physical Address:	<del>NO NUMBER ASSIGNED</del> 1012 THIRD ST, KENAI CITY
Legal Description:	MOHMMSEN ADDITION NO. 142 BLOCK 6 TOWN 12N SEC 25 S4X6001355
Zoning:	RESIDENTIAL
Acres:	1/3

### 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?	FUTURE HOME SITE
Conditional Use Requested for (attach additional sheets if necessary):	
STORE CONEX TO PLACE BUILDING MATERIAL TO BUILD HOME IN FUTURE. MATERIALS HAVE DISAPPEARED IN PAST. I NEED SECURE STORAGE FOR BUILDING MATERIAL.	

Explain how the conditional use is consistent with purposes and intent of the zoning district of the property:
MY PLANS ARE TO STORE BUILDING MATERIAL AS MY PROPERTY ALLOWS TO PURCHASE. I NEED SAFE, SECURE STORAGE.

Explain how the value of adjoining property and neighborhood will not be significantly impaired by the conditional use:
THE CONEX IS NOT VISIBLE FROM ROAD AND AREA IS HEAVY WOODED

Use of surrounding property - north:	RESIDENTIAL		
Use of surrounding property - south:	"		
Use of surrounding property - east:	"		
Use of surrounding property - west:	"		
Explain how the conditional use is in harmony with the City's Comprehensive Plan:			
THIS IS TEMPORARY STORAGE TO BE USED WHEN I HAVE SUFFICIENT FUNDS TO BUILD MY HOME.			
Are public services and facilities on the property adequate to serve the proposed conditional use?			
YES			
Explain how the conditional use will not be harmful to public safety, health, or welfare:			
I IS A CONCRETE STORING MATERIALS FOR FUTURE BUILDING HOME.			
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?			
NO. THERE IS LARGE BERRY SHIELDING THE SITE FROM THE ROAD. IT IS HEAVILY WOODED AREA PREVENTING VIEW FROM OTHER PROPERTY			
<p><b>AUTHORITY TO APPLY FOR CONDITIONAL USE:</b></p> <p>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.</p>			
Signature:	Emmet Heidemann		Date: 10 AUG 3 2025
Print Name:	EMMET HEIDEMANN	Title/Business:	N/A
For City Use Only		Date Application Fee Received:	
		PZ Resolution Number:	



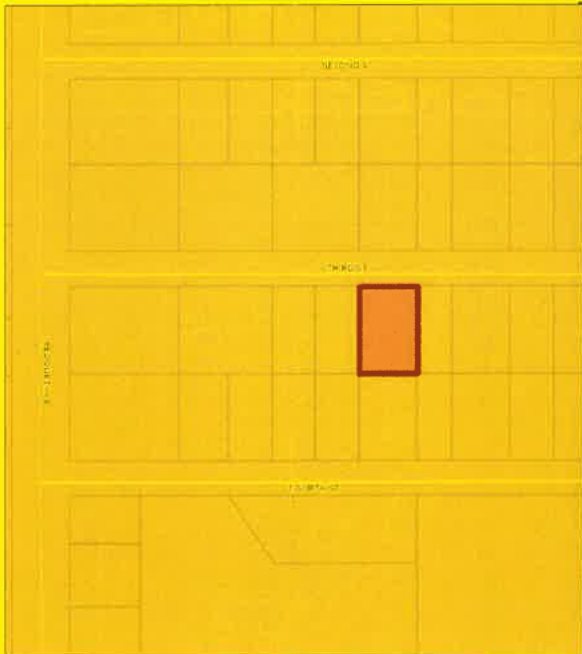




# KENAI

City of Kenai  
Planning & Zoning Department  
210 Fidalgo Avenue  
Kenai, Alaska 99611

## NOTICE OF PUBLIC HEARING



ALASKAN FRONTIER

SEP 27 2025

2:00 PM

177

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KENAI CITY OF  
210 FIDALGO AVE STE 200  
KENAI, AK 99611

You are invited to attend a review of a **CONDITIONAL USE PERMIT** for a temporary Accessory Structure without a Main Building on the property described as Lot 6, Block 5, Mommsens Subdivision Replat Addition 1&2, located at 1012 Third Street, within the Suburban Residential (RS) Zoning District.

Meeting Type: **Planning & Zoning Commission**  
Date & Time: **Wednesday, September 10 at 7:00 p.m.**  
Location: **Kenai Council Chambers, 210 Fidalgo Avenue**

If you wish to comment on the proposed conditional use permit, please submit a written testimony to Planning & Zoning Department, 210 Fidalgo Avenue, Kenai, AK 99611 or via email to [planning@kenai.city](mailto:planning@kenai.city) no later than 3:00 p.m. on the day of the meeting to allow the testimony to be forwarded to the Planning & Zoning Commission.

For more information or details on how to participate virtually/  
telephonically, please contact Planning & Zoning Department at  
[www.kenai.city](http://www.kenai.city).

**CITY COUNCIL – 20.020**
**STANDING COMMISSIONS AND OTHER ADVISORY BODY PROCEDURES**

Effective Date: March 5, 2014

Last Action Date:

June 19, 2024

See Also:

Approved by:

City Council

**POLICY – 20.020 Standing Commissions and other Advisory Body Procedures.**
**Purpose**

The purpose of this policy is to establish procedures, other than those provided in KMC 1.90, for Standing Commission and other Advisory Bodies established by the Council.

**Scope**

This policy applies to all standing commissions or other advisory bodies appointed by the City Council. In addition to this policy the following Kenai Municipal Code (KMC) provisions are applicable:

Airport Commission is also regulated by KMC 1.95.010

Beautification Commission is also regulated by KMC 1.95.020

Council on Aging Commission is also regulated by KMC 1.95.030 and the Council on Aging By-Laws

Harbor Commission is also regulated by KMC 1.95.040

Parks and Recreation Commission is also regulated by KMC 1.95.050

Planning and Zoning Commission is also regulated by KMC 14.05.

**Policy**
**A. Appointment and Reappointments**

1. An application for consideration of appointment or reappointment to a Standing Commission or other Advisory Body of the Council must be submitted to the City Clerk.
2. The Mayor nominates an applicant for appointment or reappointment and by motion, the City Council confirms.

**B. Establishing Subcommittees**

1. A subcommittee of a Standing Commission or other advisory body may be established for a specific function upon approval of Council.

**C. Meeting Schedules**

1. Standing Commission schedules are as follows:

Commission / Committee / Council on Aging	Meeting Schedule	Scheduled Meeting Days
Airport Commission	Monthly	Second Thursday of the month
Beautification	Meetings held January, April, May, September and October	Second Tuesday of the month
Council on Aging	Monthly	Second Thursday of the month
Harbor Commission	Meetings held February, March, April, May, June, August, September and November	First Monday after first Council meeting of the month
Library Commission ( <i>Suspended as of 2015, Ordinance No. 2815-2015</i> )		



Parks & Recreation Commission	Monthly, except for July	First Thursday of the month
Planning & Zoning Commission	Twice monthly	Second & fourth Wednesday

2. All regular meetings will be held in the Kenai City Hall Council Chambers with the exception of the Council on Aging Commission who shall meet at the Senior Center, unless offsite arrangements are approved by the Clerk. Exceptions for subcommittee meetings may be made with the advance notice of the City Clerk.
3. Regularly scheduled meeting times will be approved by Council.
4. Special meetings (for a specific purpose) on an as-needed basis may be scheduled with the Clerk's approval and notification to the Council and City Manager.
5. Meetings may be cancelled or rescheduled by the City Clerk, with notification to Council and the City Manager, if cancellation or rescheduling is warranted, i.e. lack of agenda items, pre-knowledge of lack of a quorum, etc.
6. Any additional commissions or other advisory bodies established by Council will be set and incorporated into the meeting schedule by the City Council.

#### D. Minutes & Meeting Recordings

1. With exception of the Planning & Zoning Commission, taking notes and electronically recording meetings shall be the responsibility of department liaison to the specific Standing Commission or advisory body. The Clerk's Office shall take notes and record the meeting for the Planning and Zoning Commission.
2. Action minutes will be produced by the Clerk's Office from the department liaisons notes and provided to the City Council as official records of the meetings. Summary minutes will be produced by the Clerk's Office for Planning and Zoning Commission items when the item is quasi-judicial.
3. Meetings shall be electronically recorded retained in accordance with the City of Kenai records management schedule and record retention policy as adopted by the City Council pursuant to KMC 10.30.030.

#### E. Work Sessions

1. Work sessions may not be held without the approval of the City Clerk unless they occur on the night of and at the time of a regularly scheduled advertised meeting. Notification of scheduled work session shall be provided to City Council and the City Manager. Work session may be requested by Council, the liaison or Chair of the body.
2. During work sessions, only items on the work session agenda may be discussed and no formal actions may be taken.
3. At a minimum, work sessions shall be posted on the Official City Bulletin Board in Kenai City Hall and on the city website at least five days prior to the meeting.

#### F. Basic Meeting Information

1. All meetings shall be open to the public.
2. At a minimum, meeting notices shall be posted on the Official City Bulletin Board in Kenai City Hall and on the city website at least five days prior to the meeting.
3. Meeting agendas shall be established by the Chair and the department liaison and shall be relevant to the authority of the Standing Commission or other advisory body as designated within the bylaws or Kenai Municipal Code. Items requiring commission action under applicable municipal code prior to final action by the Council, as distinguished from advisory recommendations, will be referred to the respective body prior to any final Council action. The City Council, by motion, may refer any other

item to be placed on an agenda seeking a recommendation from the respective Standing Commission or other advisory body.

4. The department liaison shall submit items for the agenda and supporting documentation to the Clerk's Office one week prior to a meeting, no later than 2:00 p.m. The Clerk's Office will compile meeting material and distribute. The Planning & Zoning Commission is exempt from this requirement as the Planning Department advertises, compiles meeting material and distributes for its commission.
5. Rules of Order: Pursuant to KMC 1.15.120(b) and KMC 1.90.050(c), in all matters of parliamentary procedure, Robert's Rules of Order, as revised shall be applicable and govern all meetings, except as specified in KMC 1.15.060 (Motions), KMC 1.15.100 (Speaking), and KMC 1.15.110 (Voting).
6. Quorum: No meeting may proceed in the absence of a quorum, i.e. a quorum is more than one-half of the board/commission (quorum of the whole).
7. Motion: Pursuant to KMC 1.15.060(k), all motions require a second. A majority of votes is required to pass a motion.
8. Speaking: In a meeting, members should be recognized by the Chair before speaking.
9. When is it a Meeting: If any public business is discussed collectively by four or a majority of members of one body.
10. Representation of the body: Members of a City of Kenai Standing Commissions or other advisory bodies may only speak on behalf of the body when approved to do so by a majority vote of the body; at which time their basic responsibility is to carry out the body's directives identified within the approved motion.

#### G. Council Participation

1. Any Council Member may attend a meeting or work session of any Standing Commission or other advisory body; however, no more than three Council Members may attend any one meeting without additional public notice.
2. Only the Council Liaison to the respective Standing Commission or other advisory body may speak on behalf of the Council to the relevant body if approved to do so by a majority vote of the City Council. Participation of the Liaison at Standing Commission or other advisory body meetings is limited to updating the body on the actions of the Council and reporting back to the Council the actions of the Commission. The Liaison is a non-voting member and may not participate in the debate of an advisory body.
3. Participation by Council Members (acting as a Council Member) other than the Liaison should be limited to ONE Council Member who is a sponsor of a legislative item to be considered for recommendation from the advisory body. The sponsors participation should be limited to three-minute testimony and answering questions from the body. The sponsor of the legislation may not participate in debate of the advisory body. When speaking to the advisory body as the legislative sponsor the following additional rules apply:
  - a. The legislative sponsor will not testify from the Dais, testimony from the sponsor shall be made from the area designated for public comment.
  - b. If the legislative sponsor is the Liaison to the advisory body, the legislative sponsor will remove themselves from the dais and seat themselves in the public area of the chambers. The legislative sponsor will remain in the public seating area during the discussion, debate and voting on the legislative item in which they sponsored.
4. Exception: Council Members may fully participate in any joint work session or other meeting with a Standing Commission or other advisory body when it has been noticed that the City Council will be in attendance, or there has been a specific delegation of authority by the Council for a member(s) to represent the Council.

---

Brian Gabriel Sr., Mayor

ATTEST:

\_\_\_\_\_  
Shellie Saner, MMC, City Clerk

*Policy History: Action Approval on 08-04-2004; R2017-24; R2018-19; 2019-03; 2023-26; R2024-28; R2025-21*  
*Note: Between 2004 and 2017 other amendments to the policy were made through the action approval process.*



August 25, 2025 – 7:30 PM

## Action Agenda

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

**Jeremy Brantley, Chair**  
Sterling/Funny River  
Term Expires 2027

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

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

**Diane Fikes**  
City of Kenai  
Term Expires 2025

**Paul Whitney**  
City of Soldotna  
Term Expires 2027

**Franco Venuti**  
City of Homer  
Term Expires 2025

**Karina England**  
City of Seward  
Term Expires 2026

**Jeffrey Epperheimer**  
Nikiski District  
Term Expires 2026

**Dawson Slaughter**  
South Peninsula District  
Term Expires 2025

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

### ZOOM MEETING DETAILS

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

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

Zoom Meeting ID: 907 714 2200

## A. CALL TO ORDER

## B. ROLL CALL

## C. APPROVAL OF AGENDA AND CONSENT AGENDA

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

### ACTION ITEMS CURRENTLY ON CONSENT AGENDA:

#### \*1. Time Extension

- a. Cooper Subdivision 2023 Replat; KPB File 2023-082

#### \*3. Plats Granted Administrative Approval

- a. Fort Morgan-Udelhoven Trails Subdivision; KPB File 2025-012

#### \*4 Plats Granted Final Approval

- a. Rainbow Heights Subdivision Donchi Addition; KPB File 2025-059
- b. Moffitt's Knob Subdivision 2025 Replat; KPB File 2025-082

#### \*7. Minutes

- a. August 11, 2025 Planning Commission Meeting Minutes

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

## D. UNFINISHED BUSINESS – None

## E. NEW BUSINESS

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

**1. Conditional Use Permit; PC Resolution 2025-17**

Applicant: Alaska Department of Transportation & Public Facilities

Request: Construction of a pedestrian pathway requiring fill within the 50' Habitat Protection District of Unnamed Creek 244-30-10010-2003

Location: Bridge Access Road / Parcel ID: 04901056

Staff Person Responsible: Planner Morgan Aldridge

**Motion to adopt Planning Commission Resolution 2025-17 , granting a conditional use permit pursuant to KPB 21.18 passed by unanimous vote (9-Yes)**

**Public Hearing: Legislative Matters**

**2. Ordinance 2025-20, Amending KPB 21.18.025 to address adoptions and deletions of anadromous waters within the West District of the KPB 21.18 appendix.**

Staff Person Responsible: River Center Manager Samantha Lopez

**Motion to forward to the Assembly a recommendation to adopt Ordinance 2025-20 passed by unanimous vote (9-Yes)**

**F. PLAT COMMITTEE REPORT** – The plat committee will review 4 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, September 8, 2025** in the Betty J. Glick Assembly Chambers of the Kenai Peninsula Borough George A. Navarre Administration Building, 144 North Binkley Street, Soldotna, Alaska at **7:30 p.m.**

**CONTACT INFORMATION**

**KENAI PENINSULA BOROUGH PLANNING DEPARTMENT**

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

e-mail address: [planning@kpb.us](mailto: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.





August 25, 2025 – 7:00 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 / Kasilof 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

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

## 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. Agenda**
- \*2. Member Excused Absences - None**
- \*3. Minutes**
  - a. August 11 2025, 2025 Plat Committee Meeting Minutes
- \*4. Grouped Plats**
  - E2. Rolling Hills Sub. Addn. No. 1 amended Sadler Addn.
  - E3. Sterling Airpark Subdivision Scott Addition
  - E4. Surreal Wildflower Ridge

**Motion to approve the agenda, the minutes from the August 11, 2025 Plat Committee meeting and grouped plats passed by unanimous vote (5-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. Fields-Brown Subdivision; KPB File 2025-113  
Peninsula Surveying / Fields  
Location: Scout Lake Loop Road & Fields Road  
Sterling Area

**Motion to grant preliminary approval passed by unanimous vote (5-Yes).**

**Motion to grant the exception request to grant the exception request to KPB 20.30.030(A) – Proposed Street Layout Requirements & KPB 20.30.170 Block Length Requirements, passed by unanimous vote (6-Yes)**

2. Rolling Hills Subdivision Addition No.1 Amended Sadler Addition  
KPB File 2025-115  
McLane Consulting Group / Sadler  
Location: Montclair Circle, Nicholas Street & Lou Morgan Road  
Sterling Area

**Motion to grant preliminary approval passed by unanimous vote (6-Yes).**

3. Sterling Airpark Subdivision Scott Addition; KPB File 2025-111  
Edge Survey & Design / Scott  
Location: Jacobsen Avenue Near Robinson Loop Road  
Sterling Area

**Motion to grant preliminary approval passed by unanimous vote (6-Yes).**

4. Surreal Wildflower Ridge; KPB File 2025-114  
Mullikin Surveys / Martin  
Location: Diamond Ridge Road, Nearly Level Road & Elliott Court  
Diamond Ridge Area

**Motion to grant preliminary approval passed by unanimous vote (6-Yes).**

## **F. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA (3 MINUTES PER SPEAKER)**

## **G. ADJOURNMENT**

### **MISCELLANEOUS INFORMATIONAL ITEMS**

#### **NEXT REGULARLY SCHEDULED PLAT COMMITTEE MEETING**

The next regularly scheduled Plat Committee meeting will be held **Monday, September 8, 2025** in the Betty J. Glick Assembly Chambers of the Kenai Peninsula Borough George A. Navarre Administration Building, 144 North Binkley Street, Soldotna, Alaska at **6:30 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](mailto: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.



## Kenai City Council - Regular Meeting

September 03, 2025 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

[www.kenai.city](http://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*)

\*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

#### 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 AS AMENDED UNANIMOUSLY. Ordinance No. 3482-2025** - Amending the Official Zoning Map and Land Use Table by Rezoning Thirteen Properties Zoned with Multiple Zones and Assigning One Zoning District Per Parcel, Tract, or Government Lot. (Douthit) [*On August 6, 2025 this item was referred to the Planning & Zoning Commission's August 27, 2025 meeting, and the public hearing was scheduled for September 3, 2025 City Council meeting.*]
2. **ENACTED UNANIMOUSLY. Ordinance No. 3484-2025** - Increasing Estimated Revenues and Appropriations in the Airport Improvements Capital Project Fund and Accepting a Grant from the Federal Aviation Administration for the Kenai Municipal Airport Rehabilitate Runway 02L/20R; Reconstruct Runway 02L/20R Edge Lighting System Project. (Administration) [KMC 1.15.070(d)]
  1. Motion for Introduction
  2. Motion for Second Reading (Requires a Unanimous Vote)
  3. Motion for Enactment (Requires Five Affirmative Votes)
3. **ADOPTED UNANIMOUSLY. Resolution No. 2025-56** - Authorizing the Use of the Equipment Replacement Fund for Datacenter Equipment and Awarding a Contract for the Purchase of Datacenter Equipment. (Administration)

4. **ADOPTED UNANIMOUSLY. Resolution No. 2025-57** - Amending City of Kenai Student Representative Policy No. 20.100 to Remove the City Residency Requirements for Student Representatives to Council and to Include Sophomores as Eligible Applicants. (City Clerk)
5. **ADOPTED UNANIMOUSLY. Resolution No. 2025-58** - Authorizing an Agreement for Rehabilitation of the Airfield Lighting at the Kenai Municipal Airport. (Administration)
6. **ADOPTED UNANIMOUSLY. Resolution No. 2025-59** - Authorizing a Contract Award for the Kenai Municipal Airport - Rehabilitation Runway 02L/20R Project. (Administration)
7. **APPROVED UNANIMOUSLY. Action/Approval** - Amending Previously Adopted Resolution No. 2025-53 Authorizing A Contract Award for the City Dock Floats Purchase. (Administration)

**F. MINUTES**

1. \*Regular Meeting of August 20, 2025. (City Clerk)

**G. UNFINISHED BUSINESS**

**H. NEW BUSINESS**

1. \*Action/Approval - Bills to be Ratified. (Administration)
2. \*Ordinance No. 3485-2025 - Accepting and Appropriating a Grant from the State of Alaska for the Purchase of Library Materials. (Administration)
3. **SCHEDULED FOR 9-17-25. Discussion/Action** - Scheduling a Board of Adjustment Meeting for the Purpose of Approving Minutes. (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**

*The agenda and supporting documents are posted on the City's website at [www.kenai.city](http://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/9BpDcr9pRoKXktv4PyECBQ>