



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

**December 08, 2021 – 7:00 PM**

**Kenai City Council Chambers**

**210 Fidalgo Avenue, Kenai, Alaska**

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

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

**Agenda**

**A. CALL TO ORDER**

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

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

**B. APPROVAL OF MINUTES**

1. \*Regular Meeting of November 10, 2021

**C. SCHEDULED PUBLIC COMMENT**

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

**D. UNSCHEDULED PUBLIC COMMENT**

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

**E. CONSIDERATION OF PLATS**

**F. PUBLIC HEARINGS**

**G. UNFINISHED BUSINESS**

1. **Resolution PZ2021-39** - Recommending the Council of the City of Kenai Approve and Adopt the City of Kenai Land Management Plan. **[Clerk's Note: At the November 10th Meeting, this Resolution was Postponed to this Meeting; a Motion to Enact is On the Floor.]**

**H. NEW BUSINESS**

- [1.](#) **Resolution No. PZ2021-41** - Granting a Request for a Transfer of Conditional Use Permit for the Use of a Hotel, Guide, and Boat Parking in the Rural Residential Zone to Wild Kenai Adventures, LLC, 1105 Angler Drive, Lot 6, Anglers Acres, Subdivision Part 3.
- [2.](#) **Resolution No. PZ2021-42** - Granting a Request for a Transfer of Conditional Use Permit for the Use of a Hotel (Short-Term Recreational Rentals) in the Rural Residential Zone to Wild Kenai Adventures, LLC, 1230 Angler Drive, Lot 1, Block 2, Anglers Acres Subdivision, Addition No.1, PT 2.

**I. PENDING ITEMS**

**J. REPORTS**

- [1.](#) City Council
- [2.](#) Kenai Peninsula Borough Planning
3. City Administration

**K. ADDITIONAL PUBLIC COMMENT**

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

**L. INFORMATIONAL ITEMS**

- [1.](#) 2022 Commission Meeting Calendar
- [2.](#) Land Management Plan Comment Forms
- [3.](#) Letter to JAC Enterprises - Violation Remedied

**M. NEXT MEETING ATTENDANCE NOTIFICATION**

1. Next Meeting: December 22, 2021

**N. COMMISSION COMMENTS AND QUESTIONS**

**O. ADJOURNMENT**

*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's Office at 907-283-8231.*

**Join Zoom Meeting**

<https://us02web.zoom.us/j/81571516488>

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

**Meeting ID:** 815 7151 6488 **Passcode:** 393119



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

5. \*Excused absences – None

**B. APPROVAL OF MINUTES**

1. \*Regular Meeting of October 27, 2021

The minutes were approved by the Consent Agenda.

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

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

**E. CONSIDERATION OF PLATS**

**F. PUBLIC HEARINGS**

- 1. Resolutions PZ2021-21 & PZ2021-40** - Application for Conditional Use Permits for a Dormitory and Bed & Breakfast, for the property described as Lot 1, Block 4, Inlet View Subdivision 1st Revision, located at 702 Lawton Drive, Kenai, Alaska 99611. The application was submitted by Kathleen Martin, P.O. Box 521, Cooper Landing, Alaska 99572.

Ed Martin explained that his parents are the applicants for this property, that he operates a driving academy and the intent for this conditional use permit is to use the property as a dormitory for those students. He provided background on how he had worked with the Kenai Peninsula Borough to resolve a parking issue through the lease of adjacent property, along with the current parking and traffic access usage. He noted that he was willing to work with neighbors to mitigate concerns they raise, and that his property meets the fire marshal's standards.

Planning Director Foster presented his staff report with information provided in packet explaining that the applicant wishes to obtain conditional use permits for a dormitory and bed & breakfast. He noted that the applicant previously operated a bed & breakfast on this property from 1985-2015. The criteria for conditional use permits was reviewed.

It was noted the application met the criteria and City staff recommends approval of a dormitory CUP subject to the following conditions:

1. Further development of the property shall conform to all federal, State of Alaska, and local regulations.
2. Prior to starting operations, a landscape/site plan must be reviewed and approved by the Planning Director. Access to parking is via Lawton Drive and a Driveway Permit may be required for improvements at 750 Lawton Drive.
3. The applicant will maintain its lease for parking with the Kenai Peninsula Borough at 750 Lawton Drive. If the lease expires or is severed, the applicant will notify the City Planning Director and demonstrate how the parking requirements will be met.

4. A yearly Conditional Use Permit report must be submitted to the City of Kenai prior to the 31st day of December of each year.
5. The applicant will meet with City staff for on-site inspections when requested.
6. If there is a change of use for the above described property a new Conditional Use Permit must be obtained, pursuant to 14.20.150(l)(5).
7. Pursuant to KMC 14.20.150(l)(2), this permit shall expire automatically upon termination or interruption of the use for a period of at least one year.
8. Failure to provide documentation to the City for meeting these conditions shall be grounds for the suspension or revocation of the conditional use permit.

He noted that City staff recommended approval of a bed and breakfast CUP subject to the following conditions:

1. Further development of the property shall conform to all federal, State of Alaska, and local regulations.
2. Prior to starting operations, a landscape/site plan must be reviewed and approved by the Planning Director. Access to parking is via Lawton Drive and a Driveway Permit may be required for improvements at 750 Lawton Drive.
3. Bed and Breakfast regulations per KMC 14.20.321 must be maintained.
4. Buildings which are the subject of a bed and breakfast permit application shall be inspected by the Fire Marshal for compliance with the Fire Code (KMC 8.05) prior to the approval of the conditional use permit. Thereafter, they shall be inspected every other year by the City Fire Marshal. Failure to comply with the Fire Code (KMC 8.05) shall be grounds for the suspension or revocation of the conditional use permit.
5. The applicant will maintain its lease for parking with the Kenai Peninsula Borough at 750 Lawton Drive. If the lease expires or is severed, the applicant will notify the City Planning Director and demonstrate how the parking requirements will be met.
6. A yearly Conditional Use Permit report must be submitted to the City of Kenai prior to the 31st day of December of each year.
7. The applicant will meet with City staff for on-site inspections when requested.
8. If there is a change of use for the above described property a new Conditional Use Permit must be obtained, pursuant to 14.20.150(l)(5).
9. Pursuant to KMC 14.20.150(l)(2), this permit shall expire automatically upon termination or interruption of the use for a period of at least one year.
10. Failure to provide documentation to the City for meeting these conditions shall be grounds for the suspension or revocation of the conditional use permit.

**MOTION:**

Vice Chair Fikes **MOVED** to approve Resolution No. PZ2021-21 and Commissioner Halstead **SECONDED** the motion.

Chair Twait opened for public hearing.

Kaye Reed expressed concern over the vegetation buffer, explaining that it has diminished in recent years. She noted that Lawton Drive is not currently being utilized for traffic and that coming through Rogers Road is not a good option due to ice. She inquired about the capacity, dormitory plans, and quiet time. She expressed concern over traffic and noise.

Brandon Cramer noted that he is concerned about traffic access from Rogers Road, and expressed preference for access on Lawton Drive.

Ed Martin followed up with concerns about access on Rodgers Road, noting that he was willing to mitigate this issue. He noted that access via Lawton Drive makes sense and he wants to keep harmony with neighbors, although he would like to retain access on Rogers for snow removal equipment or personal use. He showed these parking spots on the map, noting they are angled and that accessing them would be difficult from the other side of the property. In response to questions from commissioners, he provided clarification on capacity, bathrooms, hours of use, the possible timeline for constructing a driveway off Lawton, culvert drainage, storage sheds, schedule for student occupancy, quiet hours, smoking rules, and potential for carpooling to minimize parking. Applicant Kathy Martin also clarified details regarding their smoking area and receptacles.

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

Clarification was provided that fire marshal approval is not required for dormitory permits per Title 14. It was considered whether storage sheds on vacant lots were allowed per code. It was suggested that resurveying the lots to remove the lot line may resolve some issues. Clarification was provided regarding the egress windows in the basement study area, and it was noted that it may not currently meet code.

Chair Twait re-opened for public hearing to hear the testimony of Bridget Mitchell, who requested clarification on driveway paving.

Ed Martin clarified that he cannot make major alterations to the Borough-leased lot, and paving may increase traffic speed which is not encouraged.

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

**MOTION TO AMEND:**

Commissioner Springer **MOVED** to amend PZ2021-21 to add a condition requiring the Fire Marshal to review the Dormitory use for code compliance. Vice Chair Fikes **SECONDED** the motion.

**VOTE ON AMENDMENT:**

YEA: Halstead, Woodard, Greenberg, Douthit, Springer, Fikes, Twait  
NAY:

**MOTION PASSED UNANIMOUSLY.**

**MOTION TO AMEND:**

Commissioner Springer **MOVED** to amend PZ2021-21 to add a condition to require that the main access to parking be from Lawton Drive, with a timeline of creating the access by August 1, 2022. Vice Chair Fikes **SECONDED** the motion.

**VOTE ON AMENDMENT:**

YEA: Woodard, Greenberg, Douthit, Springer, Fikes, Twait, Halstead

NAY:

**MOTION PASSED UNANIMOUSLY.**

Concerns were expressed over the vegetative buffer, and options for resolving this were discussed.

**MOTION TO AMEND:**

Vice Chair Fikes **MOVED** to amend PZ2021-21 to add a condition specifying that the applicant will utilize the lot at 436 Lawton for activity and parking for residential/private use only after August 1, 2022. Commissioner Halstead **SECONDED** the motion.

Concerns about enforceability after the August 1, 2022 deadline were discussed.

**VOTE ON AMENDMENT:**

YEA: Greenberg, Douthit, Springer, Fikes, Twait, Halstead, Woodard  
NAY:

**MOTION PASSED UNANIMOUSLY.**

**MOTION TO AMEND:**

Commissioner Douthit **MOVED** to amend PZ2021-21 to add a condition to set quiet hours from 10:00 PM to 6:00 AM daily. Commissioner Halstead **SECONDED** the motion.

**VOTE ON AMENDMENT:**

YEA: Douthit, Springer Fikes, Twait, Halstead, Woodard, Greenberg  
NAY:

**MOTION PASSED UNANIMOUSLY.**

**VOTE ON MAIN MOTION AS AMENDED:**

YEA: Springer, Fikes, Twait, Halstead, Woodard, Greenberg, Douthit  
NAY:

**MOTION PASSED UNANIMOUSLY.**

Chair Twait noted the fifteen-day appeal period.

**MOTION:**

Vice Chair Fikes **MOVED** to approve Resolution No. PZ2021-40 and Commissioner Halstead **SECONDED** the motion.

Chair Twait opened for public hearing; there being no one wishing to be heard, the public hearing was closed.

Clarification was provided on the KMC residence requirements for owners of bed & breakfast establishments.

Ed Martin clarified that the bed & breakfast aspect of the business is the owner's backup plan if they can't fill all the beds. He noted that they did not plan on serving meals.

Clarification was provided on the definition of bed & breakfasts per code.

It was noted that this property has been operating as a bed & breakfast for many years and it had fit the code. Clarification provided that 30% of floor use could be for the bed & breakfast.

**MOTION TO AMEND:**

Commissioner Douthit **MOVED** to amend PZ2021-40 to add a condition to set quiet hours from 10:00 PM to 6:00 AM daily. Commissioner Halstead **SECONDED** the motion.

**VOTE ON AMENDMENT:**

YEA: Springer, Fikes, Twait, Halstead, Woodard, Greenberg, Douthit  
NAY:

**MOTION PASSED UNANIMOUSLY.**

**VOTE ON MAIN MOTION AS AMENDED:**

YEA: Fikes, Twait, Halstead, Woodard, Greenberg, Douthit, Springer  
NAY:

**MOTION PASSED UNANIMOUSLY.**

Chair Twait noted the fifteen-day appeal period.

- 2. Resolution PZ2021-38** - Application for a Conditional Use Permit for a Recreational Vehicle Park, for the property described as Lot 2, Block F, Beaver Creek Alaska Subdivision Amended, located at 6575 Kenai Spur Highway, Kenai, Alaska 99611. The application was submitted by Casey Gaze, 6575 Kenai Spur Highway, Kenai, Alaska 99611.

**MOTION:**

Vice Chair Fikes **MOVED** to approve Resolution No. PZ2021-38 and Commissioner Halstead **SECONDED** the motion.

Applicant Cazey Gaze noted that he was available to take questions.

Planning Director Foster presented his staff report with information provided in packet explaining that the applicant wishes to obtain Conditional Use Permits for a recreational vehicle park. The criteria for conditional use permits was reviewed; it was noted the application met the criteria and



City staff recommends approval subject to the following conditions:

1. Further development of the property shall conform to all federal, State of Alaska, and local regulations.
2. Applicant will provide a copy of DEC compliance certification on the water/sewer system. The well as shown will likely need to be separated further from the proposed dump station.
3. Provide accommodations for trash and restroom facilities.
4. Prior to starting operations, a landscape/site plan must be reviewed and approved by the Planning Director, which shall include a site grading plan that minimizes runoff onto neighboring properties and demonstrates sufficient space to prevent backup onto the highway, and demonstrates sufficient space for emergency service vehicles to respond to all RV sites.
5. Prior to beginning construction of any new structures, a building permit must be issued by the Building Official for the City of Kenai.
6. Staff encourages the applicant pursue consolidation of the three subject parcels into one parcel and submitting a rezoning application to rezone 3415 Mudhen Drive from Rural Residential to General Commercial.
7. A yearly Conditional Use Permit report must be submitted to the City of Kenai prior to the 31st day of December of each year.
8. The applicant will meet with City staff for on-site inspections when requested.
9. If there is a change of use for the above described property a new Conditional Use Permit must be obtained, pursuant to 14.20.150(I)(5).
10. Pursuant to KMC 14.20.150(I)(2), this permit shall expire automatically upon termination or interruption of the use for a period of at least one year.
11. Failure to provide documentation to the City for meeting these conditions shall be grounds for the suspension or revocation of the conditional use permit.

Chair Twait opened for public hearing; there being no one wishing to be heard, the public hearing was closed.

Support was expressed for development of this area and it was noted that a vehicle park would be a good use for it. Clarification was provided that this area is zoned General Commercial and residency on the property is allowed as a secondary use.

**VOTE:**

YEA: Twait, Halstead, Woodard, Greenberg, Douthit, Springer, Fikes  
NAY:

**MOTION PASSED UNANIMOUSLY.**

Chair Twait noted the fifteen-day appeal period.

3. **Resolution PZ2021-39** - Recommending the Council of the City of Kenai Approve and Adopt the City of Kenai Land Management Plan. *[Clerk's Note: At the October 27th Meeting, this Resolution was Postponed to this Meeting; a Motion to Enact is On the Floor.]*

Foster provided an update on Land Management Plan (LMP) discussions with other commissions, noting that all have chosen to postpone to collect comments and discussion.

Chair Twait opened for public hearing.

Bob Molloy noted that missing from the LMP was a discussion over continuing evaluation of city lands for future needs and potential acquisition of lands for public purpose. He also discussed parcels that have a long history of public comment and controversy, and suggested adding a new category for "To Be Determined."

Kristine Schmidt requested that the commission postponed approval, expressed concern over the fast track the plan has been on and explained that there has not been enough public outreach. Noted that she would like to see intermediate categories, and a plan for the future. She expressed disagreement with a map that included properties on Woodland subdivision, noting would like to see a vegetative area maintained as a noise buffer from the airport.

Jim Glendening stated that he agreed with Kristine Schmidt, and explained that Council had expressed that commissions should take their time with LMP discussions and should not rush to judgement.

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

The commission discussed how there is some confusion over how to see the plan, noting that many of the changes proposed through the LMP would still have to go through public processes per code, and this is primarily an inventory of land information. Support was expressed for providing time to engage the public and other commissions, while defining a clear timeline for a public comment period before approval. It was suggested that the commission review Title 22 to recommend changes to Council, specifically considering disposal of residential properties.

**MOTION:**

Commissioner Douthit **MOVED** to postpone Resolution No. PZ2021-39 until December 8, 2021 and Commissioner Halstead **SECONDED** the motion.

**VOTE:**

YEA: Halstead, Woodard, Greenberg, Douthit, Springer, Fikes, Twait  
NAY:

**MOTION PASSED UNANIMOUSLY.**

**G. UNFINISHED BUSINESS** – None.

**H. NEW BUSINESS** – None.

**I. PENDING ITEMS** – None.

**J. REPORTS**

1. **City Council** – Council Member Winger introduced herself as the new Planning &

Zoning Commission Liaison. Discussed establishing quiet hours in code, agreed with previous public comments about retaining land between airport and Woodland subdivision as noise buffer, and noted she would like to see commissions take their time and have work sessions to go through LMP by section. Reported on the actions from the November 3, 2021 City Council meeting.

2. **Borough Planning** – Vice Chair Fikes reported on the actions from the November 8, 2021 Kenai Peninsula Borough Planning Commission.
3. **City Administration** – Planning Director Foster reported on the following:
  - There are no items for the November 24, 2021 meeting, will be cancelled;
  - Nothing has been submitted yet for the December 8, 2021 meeting.

**K. ADDITIONAL PUBLIC COMMENT**

Kristine Schmidt noted that she liked the new CUP process, and that having the applicant present added value. She explained that adding conditions that the applicant agreed to do made it better, and that she would like to see them continue to work on the CUP ordinance.

**L. INFORMATIONAL ITEMS** – None.

**M. NEXT MEETING ATTENDANCE NOTIFICATION**

1. Next Meeting: TBD

Chair Twait noted that the next meeting would be on December 8, 2021.

**N. COMMISSION COMMENTS & QUESTIONS**

Commissioner Douthit stated that he hopes Council will move forward with the waterfront revitalization plan, noting that it's a valuable asset which will go well with the LMP.

**O. ADJOURNMENT**

There being no further business before the Commission, the meeting was adjourned at 10:08 p.m.

Minutes prepared and submitted by:

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Meghan Thibodeau  
Deputy City Clerk



**CITY OF KENAI  
PLANNING AND ZONING COMMISSION  
RESOLUTION NO. 2021-39**

A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI **RECOMMENDING** THE COUNCIL OF THE CITY OF KENAI APPROVE AND ADOPT THE CITY OF KENAI LAND MANAGEMENT PLAN

WHEREAS, in 2018, City Council approved a City-wide approach to land management through the development of the City's first Land Management Plan; and

WHEREAS, the City of Kenai Imagine Kenai 2030 Comprehensive Plan includes economic development and land use goals and objectives to develop a land inventory and land use strategies to implement a forward-looking approach to community growth and development; and,

WHEREAS, the City owns 369 subdivided parcels, including wetlands, tidelands, lands surrounding the Kenai Airport, and lands suitable for a variety of business, commercial, industrial, residential, recreational, and cultural purposes; and

WHEREAS, the Planning and Zoning Commission of the City of Kenai and Planning Staff has received numerous comments and input regarding the draft City of Kenai Land Management Plan; and,

WHEREAS, the Planning and Zoning Commission of the City of Kenai considered public comments and made changes to the draft City of Kenai Land Management Plan based on those comments; and,

WHEREAS, City Staff held a public meeting on October 11, 2021, and scheduled public meetings for Commissions on November 4, 2021 November 8, 2021, and November 9, 2021 to receive public comments and discuss the City of Kenai Land Management Plan; and,

WHEREAS, City Staff created an electronic comment form available on the City website to receive public comments on the City of Kenai Land Management Plan; and,

WHEREAS, the Planning and Zoning Commission held a Public Hearing on October 27, 2021 and recommended that the Council of the City of Kenai approve the City of Kenai Land Management Plan.

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

**Section 1.** The Draft of the City of Kenai Land Management Plan is hereby approved and adopted as the City of Kenai Land Management Plan.

**Section 2.** That a copy of Resolution PZ2021-39 be forwarded to the Kenai City Council.

PASSED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI, ALASKA,  
this 27th day of October, 2021.

\_\_\_\_\_  
JEFF TWAIT, CHAIRPERSON

ATTEST:

\_\_\_\_\_  
JAMIE HEINZ, CITY CLERK

DRAFT



# KENAI

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

## MEMORANDUM

**TO:** Planning and Zoning Commission  
**FROM:** Ryan Foster, Planning Director  
**DATE:** October 22, 2021  
**SUBJECT:** **Resolution PZ2021-39 – Recommending the Kenai City Council approve and adopt the City of Kenai Land Management Plan**

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In 2018, City Council approved a City-wide approach to land management through the development of the City's first Land Management Plan. Since that time, Administration has worked diligently to draft a Land Management Plan to inventory, evaluate, and develop recommendations related to City-owned lands.

The City of Kenai Imagine Kenai 2030 Comprehensive Plan includes economic development and land use goals and objectives to develop a land inventory and land use strategies to implement a forward-looking approach to community growth and development. The goals of the Land Management Plan incorporate many of these objectives and include the following:

- Provide an inventory of City-owned lands with detailed information on each parcel.
- Identify properties required for a public purpose or to meet a future public need.
- Establish recommendations for individual parcels that are surplus to the needs of the City to assist in responsible development.
- Create a comprehensive reference document that establishes a format for developing land management policies and procedures.

One of the City's greatest assets is its land inventory. The City owns 369 subdivided parcels, including wetlands, tidelands, lands surrounding the Kenai Airport, and lands suitable for a variety of business, commercial, industrial, residential, recreational, and cultural purposes. The Land Management Plan is an important tool to spur economic growth and improve the quality of life for Kenai residents and is key to the long-term viability of the City.

On October 11, 2021 there was a joint work session with City Council and City Commission Members to kick-off the review, discussion, and comment on the draft City of Kenai Land Management Plan. In addition to additional meeting(s) with the Planning and Zoning Commission, staff have scheduled presentations with the Airport Commission, Parks and Recreation Commission, Beautification Committee, and Harbor Commission to solicit discussion and comments on the draft Land Management Plan.

Please review the attached materials.

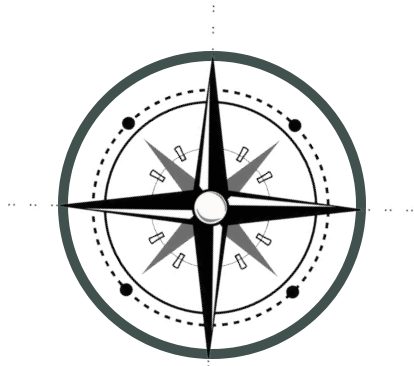
**Does the Commission recommend Council approve and adopt the City of Kenai Land Management Plan?**

Attachments

October 11, 2021 Joint Work Session Presentation

Draft City of Kenai Land Management Plan





# CITY OF KENAI LAND MANAGEMENT PLAN





# WHAT IS OUR "WHY"

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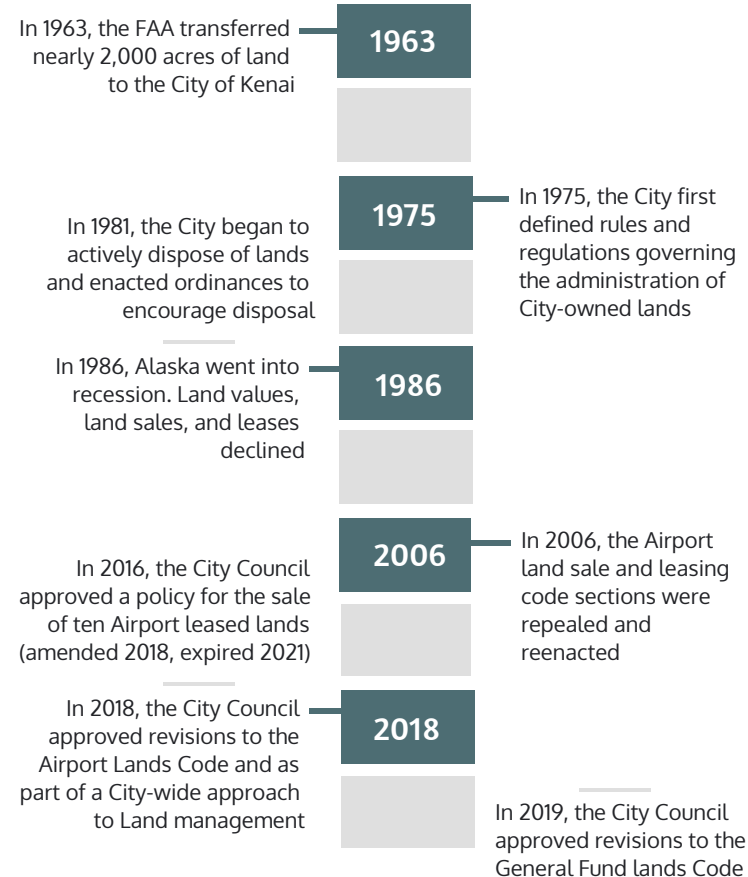
The purpose of the **Land Management Plan** is to evaluate and develop recommendations related to City-owned lands that **encourage responsible growth and development** to support a thriving business, residential, recreational and cultural community.



# Background



In 2018, the Kenai City Council approved land code revisions as part of a **City-wide approach** to land management through development of the City's first Land Management Plan.



# The City is unique in its ownership of a large and diverse amount of public land

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5,440 Acres of Land

369 Subdivided parcels

The equivalent of 4,114 Football Fields  
(with endzones)

Approximately 8.5 square  
miles, roughly the size of  
Soldotna.

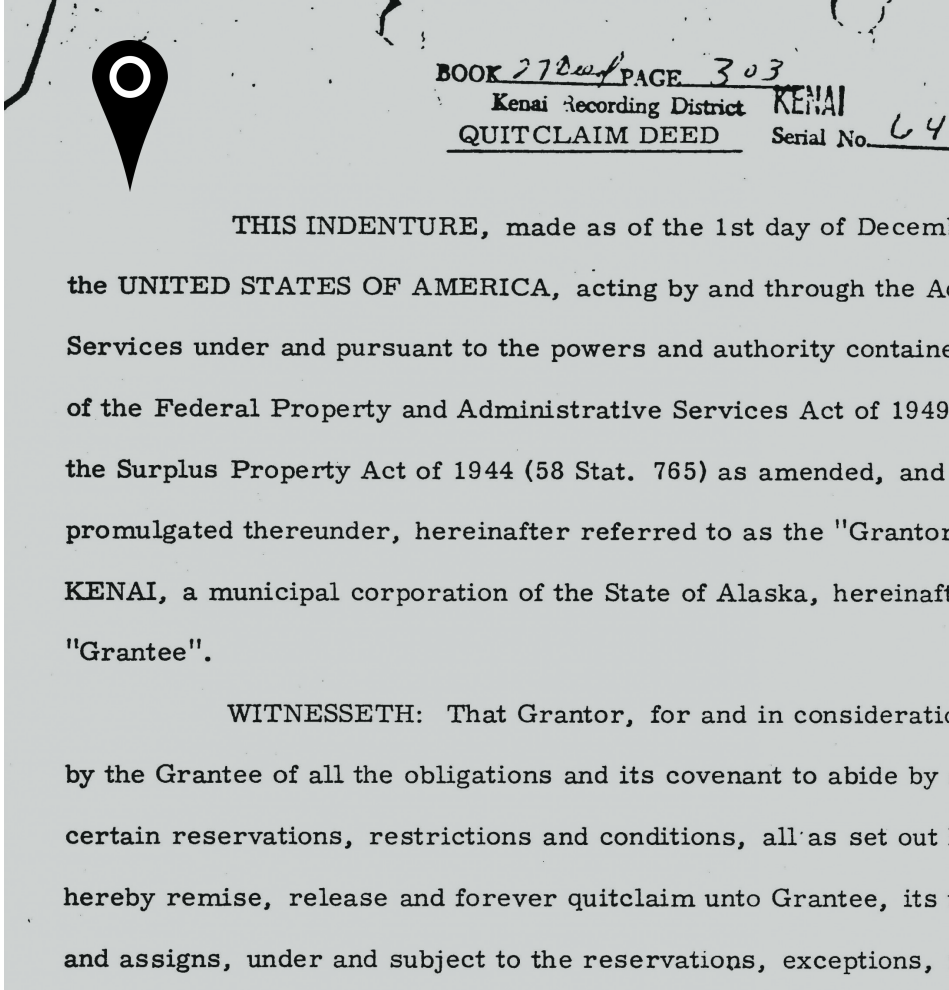


# A SIGNIFIGANT UNDERTAKING

A Land Management Plan provides an active approach to management that requires an inventory of land holdings and a comprehensive evaluation and analysis of each parcel.

In 2018, the City hired a **Temporary Lands Technician** to research each parcel of City-owned land and enter the information into a new Lands Database.

**Over 567 recorded documents were reviewed and scanned into the database as part of this project**



# New City Lands Inventory and Database



An examination of public records and mapping was performed for **each City-owned parcel** to review and record detailed information in the database, including:

- Property Description (e.g. physical characteristics, zoning, land use)
- Facilities (e.g. parks, trails, structures, utilities)
- Status (e.g. public use, under active lease, availability for lease or sale)
- Fund (e.g. Airport Fund or General Fund)
- How the land was obtained (e.g. State, FAA, Municipal Entitlement, tax foreclosure)
- Encumbrances (e.g. easements, restrictions)



# Land Management Plan Objectives

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- Provide an **inventory** of City-owned lands with detailed information on each parcel
- Identify properties required for a **public purpose** or to meet a future public need
- Establish **recommendations** for individual parcels that are surplus to the needs of the City to assist in responsible development.
- Create a **comprehensive reference document** that establishes a format for developing land management policies and procedures.



# IMPROVED RESPONSE TO PUBLIC

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The Land Management Plan can be used to actively manage City-owned lands in a wholistic way as well as provide better information to the public.

In the future, we hope to make the Plan available on the City's **interactive online mapping** tool, allowing the public to research City-owned lands from anywhere.



## BEFORE

### No Public Inventory of City-owned Lands

A member of the public must identify a parcel of interest

### No Individual Parcel Information on File

City staff must research to determine if a parcel has conveyance or legislative restrictions

### No Guidance or Planning Documents

Administration provides recommendation on case-by-case basis

VS.

## AFTER

### Public Listing of City-owned Lands

Available listing on City website and at City Hall

### Individual Parcel Information Available

A member of the public can immediately know if a parcel has been designated for lease or sale

### Land Management Plan

Provides guidance and direction to Administration on the management of City-owned lands



# Land Statistics

Approximately 1,613 acres or 129 parcels of City-owned lands are designated as **Airport Fund**



Parcels of City-owned Land are designated as "Airport Fund"

# 35%

AIRPORT FUND  
PARCELS CURRENTLY  
UNDER LEASE

The City will generate **\$512,255** from 46 leases of land designated as Airport Fund in **FY22**, not including apron, airline, or terminal leases

## Recommendations for **Airport Fund** Parcels Based on the Final Draft Land Management Plan:

- 19** PARCELS RECOMMENDED FOR RETENTION
- 47** PARCELS RECOMMENDED FOR LEASE OR SALE
- 49** PARCELS RECOMMENDED FOR LEASE-ONLY
- 14** PARCELS RECOMMENDED FOR MIXED: RETAIN/DISPOSE





# Land Statistics

Approximately 3,826 acres or 239 parcels of City-owned lands are designated as **General Fund**.



Parcels of City-owned Land designated as "General Fund"

## 8.75%

GENERAL FUND PARCELS CURRENTLY **UNDER LEASE**

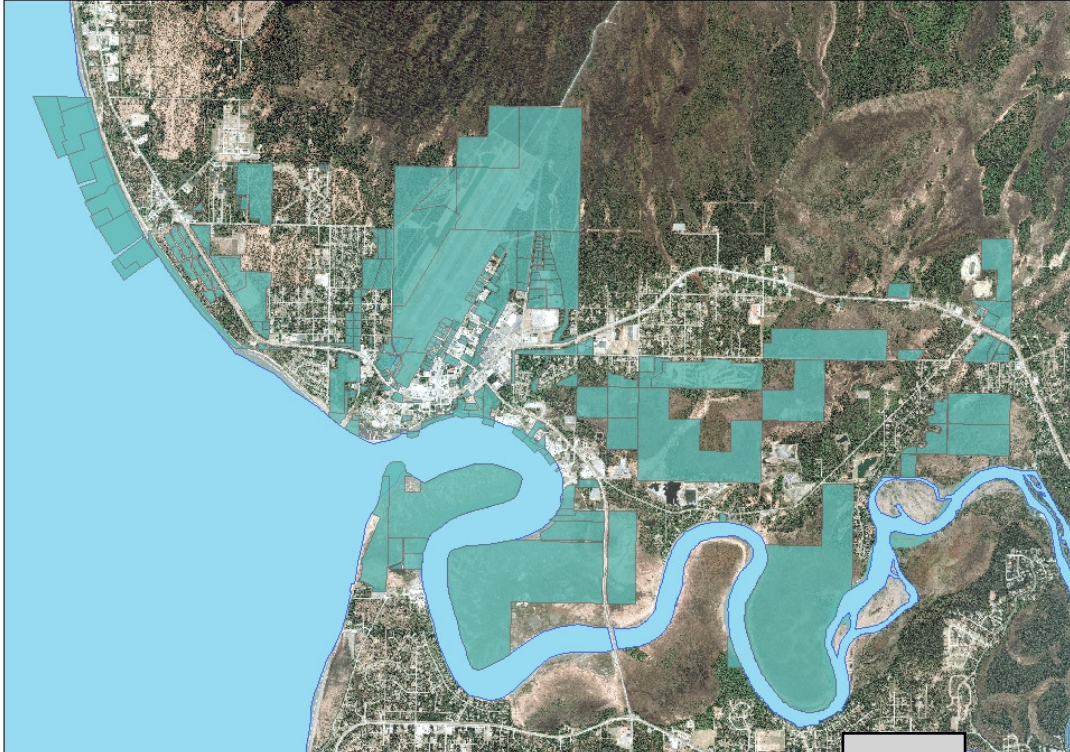
The City will generate **\$218,031** from 19 leases of land designated as General Fund in **FY22**, including tidelands, shorefishery, and no-cost leases

Recommendations for **General Fund** Parcels Based on the Final Draft Land Management Plan:

- 113** PARCELS RECOMMENDED FOR RETENTION
- 86** PARCELS RECOMMENDED FOR LEASE OR SALE
- 19** PARCELS RECOMMENDED FOR LEASE-ONLY
- 21** PARCELS RECOMMENDED FOR MIXED: RETAIN/DISPOSE



# Land Management Plan Retention Recommendations



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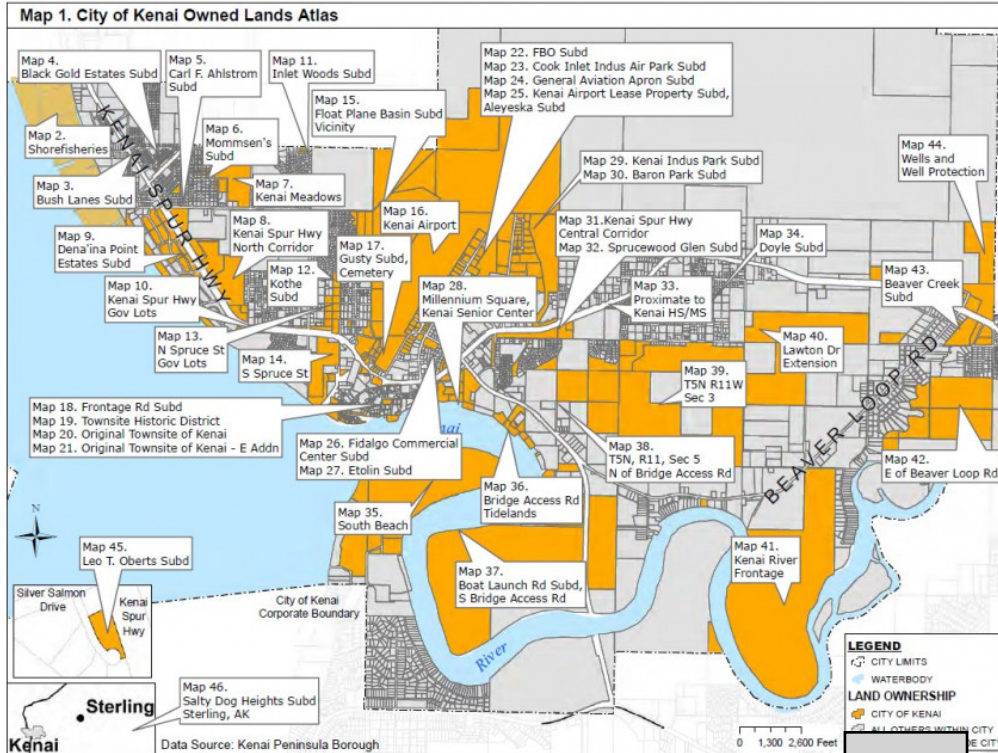
Many City-owned lands should be retained for a public purpose and many are suitable for a variety of business, commercial, industrial, residential, recreational and cultural purposes.

The Plan has **four recommendation categories:**

- Retain
- Dispose
- Dispose - Lease Only
- Mixed - Retain/Dispose



# How the Land Management Plan is Structured



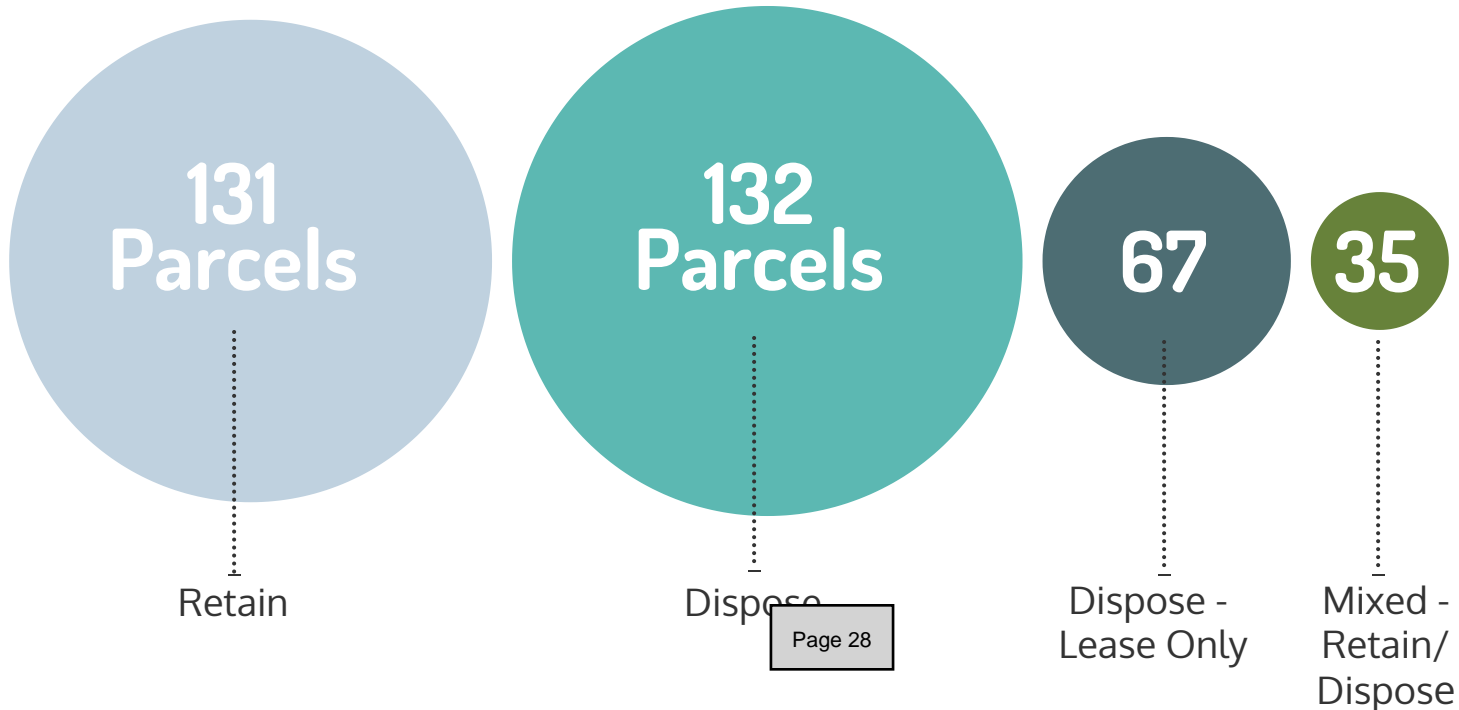
The plan breaks city-owned lands into **46 areas** with a map for each area

Each area includes an overview and tables with detailed information on recommendations for each parcel



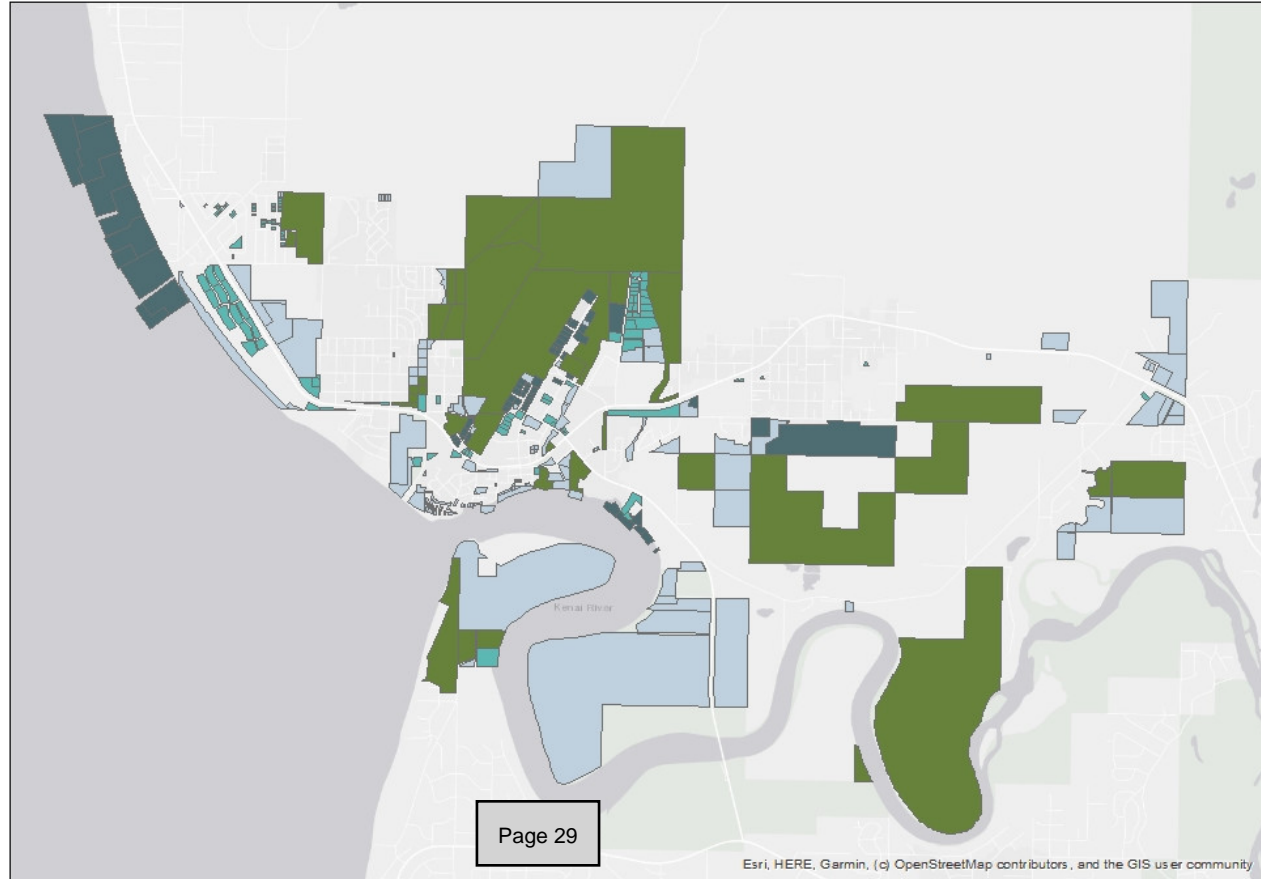
# Land Management Plan Recommendation Categories

The Land Management Plan contains a recommendation for each parcel using the following categories:







# Land Management Plan Recommendation Categories

- Retain
- Dispose
- Dispose - Lease Only
- Mixed - Retain/ Dispose






# Land Management Plan Recommendation Categories

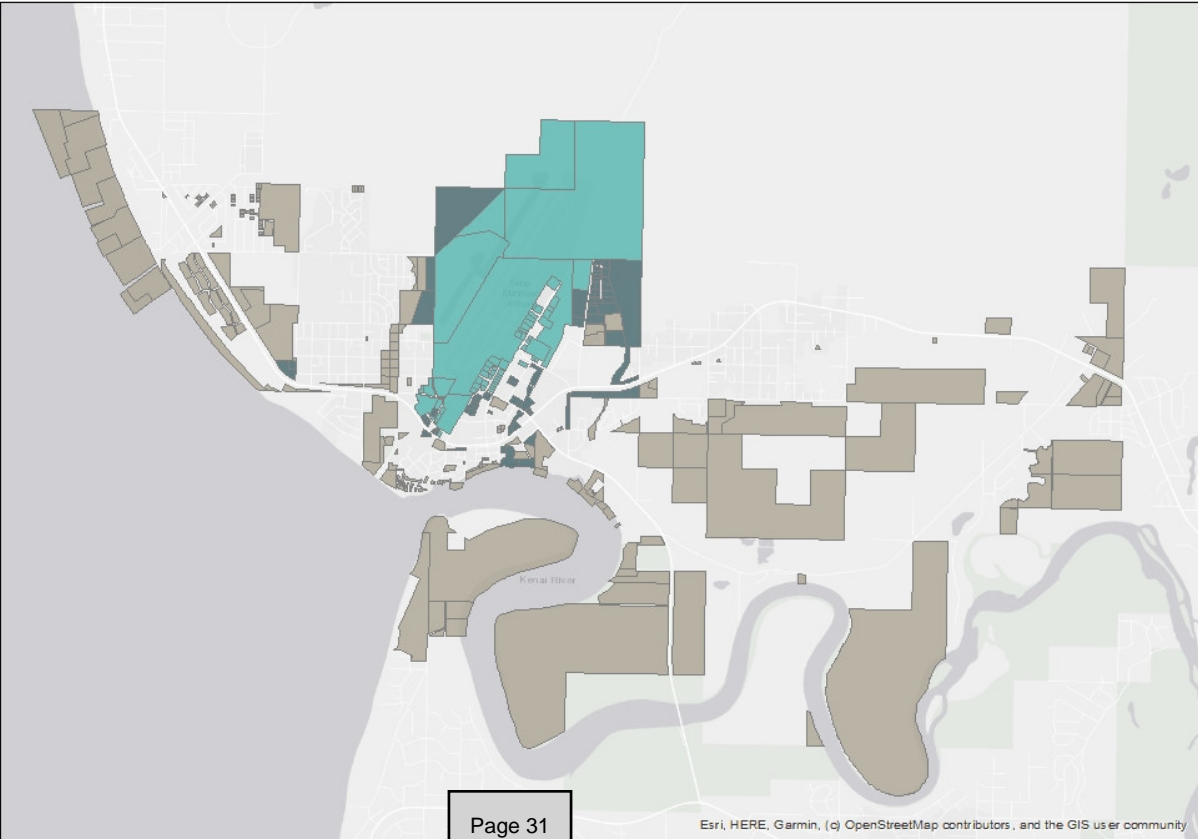


-  Retain
-  Dispose
-  Dispose - Lease Only
-  Mixed - Retain/Dispose






# Land Management Plan Land Fund Categories

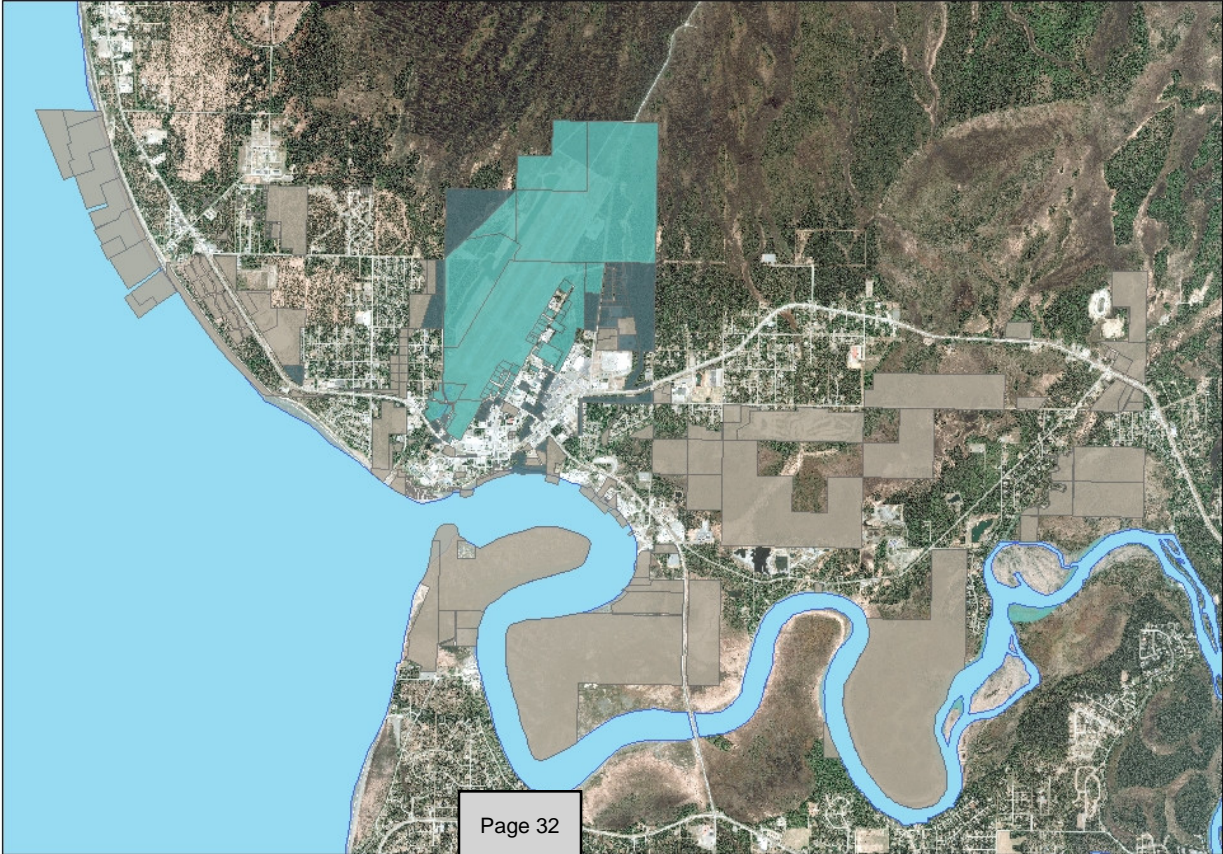
-  Airport Reserve Land
-  Airport Land Outside the Airport Reserve
-  General Fund Land



# Land Management Plan Land Fund Categories

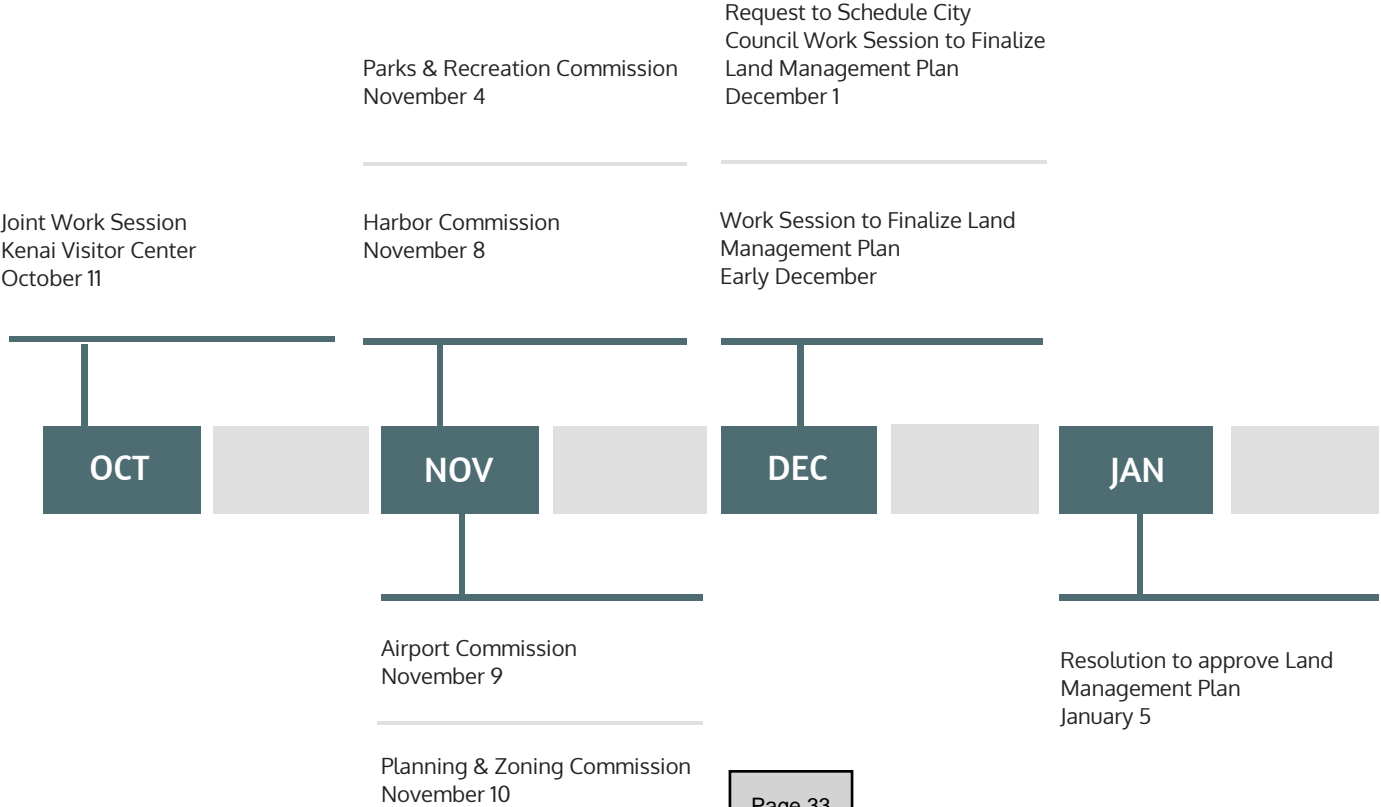


-  Airport Reserve Land
-  Airport Land Outside the Airport Reserve
-  General Fund Land



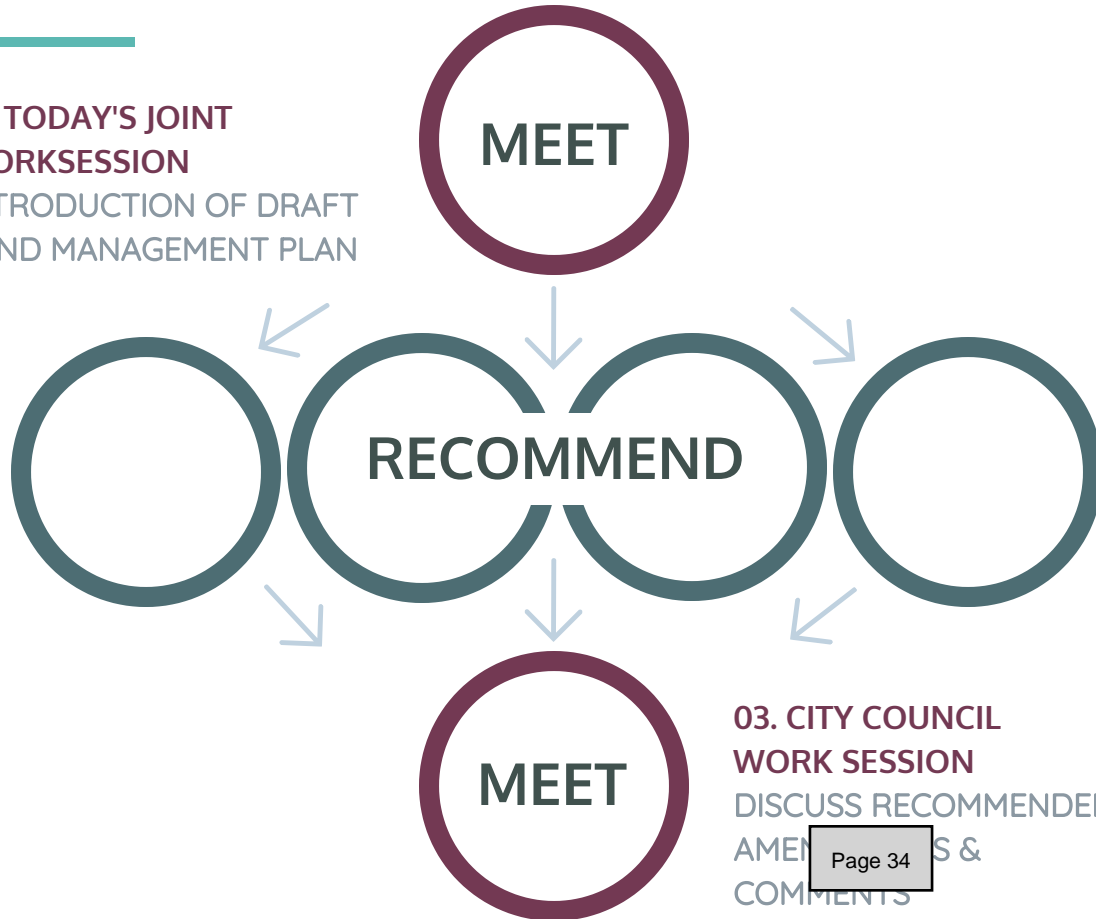


# Land Management Plan Draft Timeline



# Land Management Plan Process

**01. TODAY'S JOINT  
WORKSESSION**  
INTRODUCTION OF DRAFT  
LAND MANAGEMENT PLAN



**02. COMMISSION  
WORK SESSIONS /  
PUBLIC COMMENTS**  
RECOMMEND AMENDMENTS  
e.g. additional information such as  
personal knowledge of a parcel  
appropriate to include, factual  
inaccuracies, reasons to change a  
recommendation

**03. CITY COUNCIL  
WORK SESSION**  
DISCUSS RECOMMENDED  
AMENDMENTS &  
COMMENTS



# Land Management Plan Process Continued



## AFTER COUNCIL WORK SESSION:

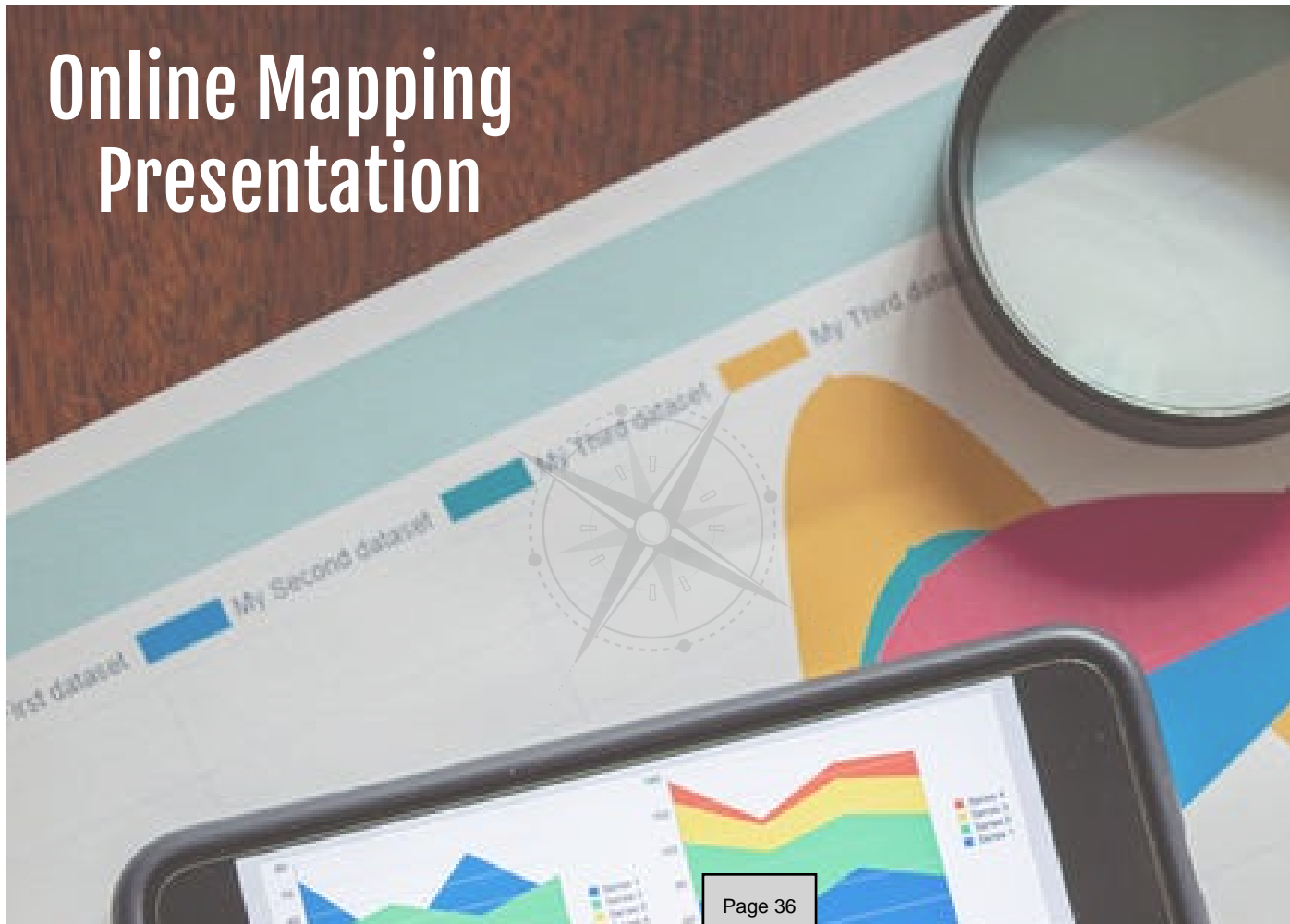
- Administration revises plan for approval
- Council determines if more work sessions are necessary
- Resolution approving plan scheduled by Council
- Hold public hearing on resolution

## AFTER APPROVAL:

- Update lands database to reflect approved plan
- GIS needs assessment
- Implementation plan



# Online Mapping Presentation



# Questions and Comments





# QR Code to City of Kenai Land Management Plan Webpage

<https://www.kenai.city/lands/page/land-management-plan>





**CITY OF KENAI  
PLANNING AND ZONING COMMISSION  
RESOLUTION NO. 2021-41**

A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI **GRANTING** A REQUEST FOR A TRANSFER OF CONDITIONAL USE PERMIT FOR THE USE OF A HOTEL, GUIDE, AND BOAT PARKING IN THE RURAL RESIDENTIAL ZONE TO:

APPLICANT: Wild Kenai Adventures, LLC

PROPERTY ADDRESS: 1105 Angler Drive

LEGAL DESCRIPTION: Lot 6, Anglers Acres, Subdivision Part 3

KENAI PENINSULA BOROUGH PARCEL NUMBER: 04939034

WHEREAS, a complete application meeting the requirements of Kenai Municipal Code 14.20.150 was submitted to the City on November 22, 2021; and,

WHEREAS, the application affects land zoned as Rural Residential; and,

WHEREAS, the application meets the requirements of Kenai Municipal Code 14.20.150(5) stating conditional use permits may be transferred from one owner to another for the same use; and,

WHEREAS, the Planning and Zoning Commission finds:

1. The transferor has complied with the conditions of the existing Conditional Use Permit PZ05-26; and,
2. The transferee will comply with the conditions of the existing Conditional Use Permit PZ05-26; and,
3. The transfer of the conditional use permit would not change the use of the property.

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

**Section 1.** That the conditional use permit granted under PZ05-26 is transferred to Wild Kenai Adventures, LLC.

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

1. Further development of the property shall conform to all federal, State of Alaska, and local regulations.
2. A yearly Conditional Use Permit report must be submitted to the City of Kenai prior to the 31st day of December of each year.

3. The applicant will meet with City staff for on-site inspections when requested.
4. If there is a change of use for the above described property a new Conditional Use Permit must be obtained, pursuant to 14.20.150(l)(5).
5. Pursuant to KMC 14.20.150(l)(2), this permit shall expire automatically upon termination or interruption of the use for a period of at least one year.
6. All conditions of PZ05-26 will be met.

PASSED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI, ALASKA,  
this 8th day of December, 2021.

\_\_\_\_\_  
JEFF TWAIT, CHAIRPERSON

ATTEST:

\_\_\_\_\_  
JAMIE HEINZ, MMC, CITY CLERK





# KENAI

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

## STAFF REPORT

**TO:** Planning and Zoning Commission  
**FROM:** Ryan Foster, Planning Director  
**DATE:** December 2, 2021  
**SUBJECT:** PZ2021-41 – Conditional Use Permit Transfer – 1105 Angler Drive

---

Applicant: Wild Kenai Adventures, LLC  
747 SE Dover Ln  
Madras, OR 97741

Legal Description: Lot 6, Anglers Acres, Subdivision Part 3

Property Address: 1105 Angler Drive

KPB Parcel No: 04939034

Lot Size: 1.0 Acres (Approximately 43,560 sf)

Existing Zoning: Rural Residential

Current Land Use: Residential Dwellings

Land Use Plan: Rural Residential

### GENERAL INFORMATION

Blue Heron Enterprises, LLC hold a conditional use permit to operate a Hotel, Guide, and Boat Parking in the Rural Residential Zone. The City has received an application to transfer the permit to Wild Kenai Adventures, LLC dba Hi Lo Charters. On November 22, 2021, the Transferee submitted an Application for Transfer of Conditional Use Permit to follow Kenai Municipal Code (KMC) 14.20.157(a) requiring an application for transfer in writing.

## ANALYSIS

On May 11, 2005, the Planning and Zoning Commission passed Resolution PZ05-26 for the conditional use of a Hotel, Guide, and Boat Parking. The permit was issued to Bryan Lowe dba Hi Lo Charters & Riverside Lodge, subject to the following conditions:

1. That an application meeting the requirements of Section 14.5020 has been submitted and received on: April 20, 2005.
2. This request is on land zoned: RR -Rural Residential.
3. That the applicant has demonstrated with plans and other documents that they can and will meet the following specific requirements and conditions in addition to existing requirements:
  - a. Provide DEC certification for on-site septic system.
4. That the Commission conducted a duly advertised public hearing as required by KMC 14.20.280 on: May 11, 2005.
5. Applicant must comply with all Federal, State, and local regulations.

Kenai Municipal Code (KMC) 14.20.150(l)(5) states the following on transfers of conditional use permits:

KMC 14.20.150(i)(5) Transferability. A conditional use permit is not transferable from one (1) parcel of land to another. Conditional use permits may be transferred from one (1) owner to another for the same use, but if there is a change in use on the property, a new permit must be obtained.

There are no outstanding conditional use permit code violations for 1105 Angler Drive, and therefore, the conditions of PZ05-26 are considered being met. The new permit holder would continue to operate under the terms and conditions of the original Conditional Use Permit PZ05-26. There will not be a change in use.

## RECOMMENDATIONS

The transfer of Conditional Use Permit PZ05-26 for a Hotel, Guide, and Boat Parking meet the requirements of Kenai Municipal Code 14.20.150(l)(5) and 14.20.157(a). City staff recommends approval of the transfer of Conditional Use Permit PZ05-26, subject to the following conditions:

1. Further development of the property shall conform to all federal, State of Alaska, and local regulations.
2. A yearly Conditional Use Permit report must be submitted to the City of Kenai prior to the 31<sup>st</sup> day of December of each year.
3. The applicant will meet with City staff for on-site inspections when requested.
4. If there is a change of use for the above described property a new Conditional Use Permit must be obtained, pursuant to 14.20.150(l)(5).
5. Pursuant to KMC 14.20.150(l)(2), this permit shall expire automatically upon termination



or interruption of the use for a period of at least one year.

6. All conditions of PZ05-26 will be met.

## ATTACHMENTS

- A. Conditional Use Permit PZ05-26
- B. Application
- C. Aerial Map





CITY OF KENAI  
PLANNING AND ZONING COMMISSION  
RESOLUTION NO. PZ05-26 (PZ96-9)  
CONDITIONAL USE PERMIT

A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI GRANTING A REQUEST FOR A CONDITIONAL USE PERMIT TO:

NAME: Bryan Lowe dba Hi Lo Charters & Riverside Lodge

USE Hotel, Guide, & Boat Parking

LOCATED 1105 Angler Drive – Lot 6, Angler Acres Subdivision Part 3

(Street Address/Legal Description)

KENAI PENINSULA BOROUGH PARCEL NO: 04939034

WHEREAS, the Commission finds:

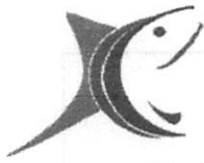
1. That an application meeting the requirements of Section 14.20.150 has been submitted and received on: April 20, 2005
2. This request is on land zoned: RR – Rural Residential
3. That the applicant has demonstrated with plans and other documents that they can and will meet the following specific requirements and conditions in addition to existing requirements:
  - a. Provide DEC certification for on-site septic system.
4. That the Commission conducted a duly advertised public hearing as required by KMC 14.20.280 on: May 11, 2005.
5. Applicant must comply with all Federal, State, and local regulations.

NOW, THEREFORE, BE IT RESOLVED, BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI THAT THE APPLICANT HAS DEMONSTRATED THAT THE PROPOSED **HOTEL, GUIDE, & BOAT PARKING** MEETS THE CONDITIONS REQUIRED FOR SAID OPERATION AND THEREFORE THE COMMISSION DOES AUTHORIZE THE ADMINISTRATIVE OFFICIAL TO ISSUE THE APPROPRIATE PERMIT.

PASSED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI, ALASKA, May 11, 2005.

CHAIRPERSON: J. Hamman

ATTEST: R. Kerschell



# Transfer of 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

### TRANSFEROR

|                                  |                       |                             |    |           |       |
|----------------------------------|-----------------------|-----------------------------|----|-----------|-------|
| Current CUP Holder (Transferor): |                       | Blue Heron Enterprises, LLC |    |           |       |
| Mailing Address:                 | 560 Curry Rd          |                             |    |           |       |
| City:                            | Roseburg              | State:                      | OR | Zip Code: | 97471 |
| Phone Number(s):                 | 541-221-9609          |                             |    |           |       |
| Email:                           | heath@hilofishing.com |                             |    |           |       |

### TRANSFeree

|                                       |                 |   |    |           |       |
|---------------------------------------|-----------------|---|----|-----------|-------|
| Proposed New CUP Holder (Transferee): |                 | Wild Kenai Adventures, LLC dba Hi Lo Charters |    |           |       |
| Mailing Address:                      | 747 SE Dover Ln |   |    |           |       |
| City:                                 | Madras          | State:  | OR | Zip Code: | 97741 |
| Phone Number(s):                      | 541-390-0285    |   |    |           |       |
| Email:                                |                 |   |    |           |       |

### PROPERTY INFORMATION

|   |   |          |  |  |  |
|---|---|----------|--|--|--|
| Kenai Peninsula Borough Parcel # (Property Tax ID): |   | 04939034 |  |  |  |
| Physical Address:                                   | 1105 Angler Drive                               |          |  |  |  |
| Legal Description:                                  | Lot 6, Anglers Acres, Sub art 3, Plot No 78-168 |          |  |  |  |
| Zoning:   |   |          |  |  |  |
| Current CUP Resolution #:                           | PZ05-26   |          |  |  |  |
| Allowed Use by Current CUP:                         |   |          |  |  |  |

**CERTIFICATION OF TRANSFeree:** I hereby certify that I am the property owner (transferee), or have been authorized to act on behalf of the property owner, and hereby apply for a Transfer of Conditional Use Permit. I agree to operate under the terms and conditions of the original Conditional Use Permit and application. I have submitted with this transfer application any amendments to the site plan or proposed amendments to operation. If amendments would prevent compliance with terms and conditions of the Conditional Use Permit to be transferred, a new Conditional Use Permit may be required. I understand site visits may be required to process this application for purpose of confirming compliance with conditional use permit conditions.

|             |                 |                 |         |       |            |
|-------------|-----------------|-----------------|---------|-------|------------|
| Signature:  |                 |                 |         | Date: | 11-17-2021 |
| Print Name: | Jennifer Dupont | Title/Business: | Manager |       |            |

**ACKNOWLEDGEMENT OF TRANSFEROR:** I hereby acknowledge this application for a Transfer of Conditional Use Permit and consent to the transfer.

|             |               |                 |       |       |            |
|-------------|---------------|-----------------|-------|-------|------------|
| Signature:  |               |                 |       | Date: | 11/15-2021 |
| Print Name: | Hal Westbrook | Title/Business: | Owner |       |            |

**For City Use Only**

Date Application Fee Received:  
PZ Resolution Number:



PZ2021-41 CUP Transfer  
1105 Angler Drive





**CITY OF KENAI  
PLANNING AND ZONING COMMISSION  
RESOLUTION NO. 2021-42**

A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI **GRANTING** A REQUEST FOR A TRANSFER OF CONDITIONAL USE PERMIT FOR THE USE OF A HOTEL (SHORT-TERM RECREATIONAL RENTALS) IN THE RURAL RESIDENTIAL ZONE TO:

APPLICANT: Wild Kenai Adventures, LLC

PROPERTY ADDRESS: 1230 Angler Drive

LEGAL DESCRIPTION: Lot 1, Block 2, Anglers Acres Subdivision, Addition No.1, PT 2

KENAI PENINSULA BOROUGH PARCEL NUMBER: 04939049

WHEREAS, a complete application meeting the requirements of Kenai Municipal Code 14.20.150 was submitted to the City on November 22, 2021; and,

WHEREAS, the application affects land zoned as Rural Residential; and,

WHEREAS, the application meets the requirements of Kenai Municipal Code 14.20.150(5) stating conditional use permits may be transferred from one owner to another for the same use; and,

WHEREAS, the Planning and Zoning Commission finds:

1. The transferor has complied with the conditions of the existing Conditional Use Permit PZ06-84 (PZ01-11); and,
2. The transferee will comply with the conditions of the existing Conditional Use Permit PZ06-84 (PZ01-11)and,
3. The transfer of the conditional use permit would not change the use of the property.

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

**Section 1.** That the conditional use permit granted under PZ06-84 (PZ01-11) is transferred to Wild Kenai Adventures, LLC.

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

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

2. A yearly Conditional Use Permit report must be submitted to the City of Kenai prior to the 31st day of December of each year.
3. The applicant will meet with City staff for on-site inspections when requested.
4. If there is a change of use for the above described property a new Conditional Use Permit must be obtained, pursuant to 14.20.150(l)(5).
5. Pursuant to KMC 14.20.150(l)(2), this permit shall expire automatically upon termination or interruption of the use for a period of at least one year.
6. All conditions of PZ06-84 (PZ01-11) will be met.

PASSED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI, ALASKA,  
this 8th day of December, 2021.

\_\_\_\_\_  
JEFF TWAIT, CHAIRPERSON

ATTEST:

\_\_\_\_\_  
JAMIE HEINZ, MMC, CITY CLERK





# KENAI

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

## STAFF REPORT

**TO:** Planning and Zoning Commission  
**FROM:** Ryan Foster, Planning Director  
**DATE:** December 2, 2021  
**SUBJECT:** PZ2021-42 – Conditional Use Permit Transfer – 1230 Angler Drive

---

Applicant: Wild Kenai Adventures, LLC  
747 SE Dover Ln  
Madras, OR 97741

Legal Description: Lot 1, Block 2, Anglers Acres Subdivision, Addition No.1, PT 2

Property Address: 1230 Angler Drive

KPB Parcel No: 04939049

Lot Size: 1.62 Acres (Approximately 70,567 sf)

Existing Zoning: Rural Residential

Current Land Use: Residential Dwellings

Land Use Plan: Rural Residential

### GENERAL INFORMATION

Blue Heron Enterprises, LLC hold a conditional use permit to operate a Hotel (Short-Term Recreational Rentals) in the Rural Residential Zone. The City has received an application to transfer the permit to Wild Kenai Adventures, LLC. On November 22, 2021, the Transferee submitted an Application for Transfer of Conditional Use Permit to follow Kenai Municipal Code (KMC) 14.20.157(a) requiring an application for transfer in writing.

### ANALYSIS

On December 13, 2006, the Planning and Zoning Commission passed Resolution PZ06-84 (PZ01-11) for the transfer of a conditional use of a Hotel (Short-Term Recreational Rentals). The permit was transferred to Blue Heron Land Company, LLC, subject to the following conditions:

1. That a Conditional Use Permit was granted to Bryan R. Lowe, Hi-Lo Charters, in 2001 for Hotel (Short-term Recreational Rentals).
2. That KMC 14.20.150(i)(4) requires that a written request for transfer be submitted.
3. A request to transfer the permit was received on November 20, 2006.
4. That the transfer requires that the permit continue operation under conditions originally outlined.
5. Applicant must comply with all Federal, State, and local regulations.

Kenai Municipal Code (KMC) 14.20.150(l)(5) states the following on transfers of conditional use permits:

KMC 14.20.150(i)(5) Transferability. A conditional use permit is not transferable from one (1) parcel of land to another. Conditional use permits may be transferred from one (1) owner to another for the same use, but if there is a change in use on the property, a new permit must be obtained.

There are no outstanding conditional use permit code violations for 1230 Angler Drive, and therefore, the conditions of PZ06-84 (PZ01-11) are being met. The new permit holder would continue to operate under the terms and conditions of the original Conditional Use Permit PZ06-84 (PZ01-11). There will not be a change in use.

### RECOMMENDATIONS

The transfer of Conditional Use Permit PZ06-84 (PZ01-11) for a Hotel (Short-Term Recreational Rentals) meet the requirements of Kenai Municipal Code 14.20.150(l)(5) and 14.20.157(a). City staff recommends approval of the transfer of Conditional Use Permit PZ06-84 (PZ01-11), subject to the following conditions:

1. Further development of the property shall conform to all federal, State of Alaska, and local regulations.
2. A yearly Conditional Use Permit report must be submitted to the City of Kenai prior to the 31<sup>st</sup> day of December of each year.
3. The applicant will meet with City staff for on-site inspections when requested.
4. If there is a change of use for the above described property a new Conditional Use Permit must be obtained, pursuant to 14.20.150(l)(5).
5. Pursuant to KMC 14.20.150(l)(2), this permit shall expire automatically upon termination or interruption of the use for a period of at least one year.
6. All conditions of PZ06-84 (PZ01-11) will be met.

### ATTACHMENTS

- A. Conditional Use Permit PZ06-84 (PZ01-11)
- B. Application
- C. Aerial Map





**CITY OF KENAI  
PLANNING AND ZONING COMMISSION  
RESOLUTION NO. PZ06-84 (PZ 01-11)  
TRANSFER OF CONDITIONAL USE PERMIT  
HOTEL  
(SHORT-TERM RECREATIONAL RENTALS)**

**A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI GRANTING THE TRANSFER OF A CONDITIONAL USE PERMIT FOR HOTEL (SHORT-TERM RECREATIONAL RENTALS) AS AUTHORIZED BY 14.20.158 OF THE KENAI ZONING CODE FROM:**

**BRYAN R. LOWE TO HAL WESTBROOK, MEMBER OF BLUE HERON LAND COMPANY, LLC FOR THE PROPERTY KNOWN AS LOT 1, BLOCK 2 ANGLERS ACRES SUBDIVISION, ADDITION NO. 1 PART 2, KENAI, ALASKA.**

**WHEREAS, the Commission finds:**

- 1. That a Conditional Use Permit was granted to Bryan R. Lowe, Hi-Lo Charters, in 2001 for Hotel (Short-term Recreational Rentals).**
- 2. That KMC 14.20.150 (i)(4) requires that a written request for transfer be submitted.**
- 3. A request to transfer the permit was received on November 20, 2006.**
- 4. That the transfer requires that the permit continue operation under conditions originally outlined.**
- 5. Applicant must comply with all Federal, State, and local regulations.**

**NOW, THEREFORE, BE IT RESOLVED, BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI THAT THE CONDITIONAL USE PERMIT FOR BRYAN R. LOWE DBA HI-LO CHARTERS FOR HOTEL (SHORT TERM RECREATIONAL RENTALS) BE TRANSFERRED TO HAL WESTBROOK, MEMBER OF BLUE HERON LAND COMPANY, LLC. PASSED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI, ALASKA, AT THEIR SCHEDULED MEETING DECEMBER 13, 2006.**

**CHAIRPERSON**

**ATTEST**

CITY OF KENAI  
PLANNING AND ZONING COMMISSION  
RESOLUTION NO. PZ01-11  
CONDITIONAL USE PERMIT

A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI GRANTING A REQUEST FOR A CONDITIONAL USE PERMIT TO:

NAME: Brian Lowe - Hi-Lo Charters  
USE Hotel - Short-term Recreational Rentals  
LOCATED 1230 Angler Drive - Lot 1, Block 2, Anglers Acres Subdivision, Part 2  
(Street Address/Legal Description)  
KENAI PENINSULA BOROUGH PARCEL NO: 04939049

WHEREAS, the Commission finds:

1. That an application meeting the requirements of Section 14.20.150 has been submitted and received on: March 7, 2001
2. This request is on land zoned: Rural Residential
3. That the applicant has demonstrated with plans and other documents that they can and will meet the following specific requirements and conditions in addition to existing requirements:
  - a. See attached.
  - b.
4. That a duly advertised public hearing as required by KMC 14.20.280 was conducted by the Commission on: March 28, 2001

NOW, THEREFORE, BE IT RESOLVED, BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI THAT THE APPLICANT HAS DEMONSTRATED THAT THE PROPOSED HOTEL (SHORT-TERM RECREATIONAL RENTALS) MEETS THE CONDITIONS REQUIRED FOR SAID OPERATION AND THEREFORE THE COMMISSION DOES AUTHORIZE THE ADMINISTRATIVE OFFICIAL TO ISSUE THE APPROPRIATE PERMIT.

PASSED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI, ALASKA, MARCH 28, 2001.

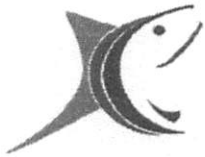
CHAIRPERSON: Ron Goebel  
ATTEST: [Signature]

PZ01-11

Page 2

3. Additional requirements:

- a. Develop water and sewer system as submitted with application to meet D.E.C. standards for the proposed use.
- b. Prior to implementation of use, the structures must be inspected by the City of Kenai Fire Marshal and meet fire code requirements for proposed use. After initial inspection, as long as the use is active, structures must be inspected every two years thereafter.
- c. If food service is provided, must meet D.E.C. requirements for food service.



# Transfer of 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

### TRANSFEROR

|                                  |                       |                             |    |           |       |
|----------------------------------|-----------------------|-----------------------------|----|-----------|-------|
| Current CUP Holder (Transferor): |                       | Blue Heron Enterprises, LLC |    |           |       |
| Mailing Address:                 | 560 Curry Rd          |                             |    |           |       |
| City:                            | Roseburg              | State:                      | OR | Zip Code: | 97471 |
| Phone Number(s):                 | 541-221-9609          |                             |    |           |       |
| Email:                           | heath@hilofishing.com |                             |    |           |       |

### TRANSFeree

|                                       |                 |   |    |           |       |
|---------------------------------------|-----------------|---|----|-----------|-------|
| Proposed New CUP Holder (Transferee): |                 | Wild Kenai Adventures, LLC dba Hi Lo Charters |    |           |       |
| Mailing Address:                      | 747 SE Dover Ln |   |    |           |       |
| City:                                 | Madras          | State:  | OR | Zip Code: | 97741 |
| Phone Number(s):                      | 541-390-0285    |   |    |           |       |
| Email:                                |                 |   |    |           |       |

### PROPERTY INFORMATION

|   |   |          |  |  |  |
|---|---|----------|--|--|--|
| Kenai Peninsula Borough Parcel # (Property Tax ID): |   | 04939049 |  |  |  |
| Physical Address:                                   | 1230 Angler Drive   |          |  |  |  |
| Legal Description:                                  | Lot 1, Block 2, Anglers Acres Subdivision, Addition No 1, Part Two, Plat No 96-70 |          |  |  |  |
| Zoning:   |   |          |  |  |  |
| Current CUP Resolution #:                           | PZ06-84 (PZ01-11)   |          |  |  |  |
| Allowed Use by Current CUP:                         |   |          |  |  |  |

CERTIFICATION OF TRANSFeree: I hereby certify that I am the property owner (transferee), or have been authorized to act on behalf of the property owner, and hereby apply for a Transfer of Conditional Use Permit. I agree to operate under the terms and conditions of the original Conditional Use Permit and application. I have submitted with this transfer application any amendments to the site plan or proposed amendments to operation. If amendments would prevent compliance with terms and conditions of the Conditional Use Permit to be transferred, a new Conditional Use Permit may be required. I understand site visits may be required to process this application for purpose of confirming compliance with conditional use permit conditions.

|             |                 |                 |         |       |            |
|-------------|-----------------|-----------------|---------|-------|------------|
| Signature:  |                 |                 |         | Date: | 11-17-2021 |
| Print Name: | Jennifer Dupont | Title/Business: | Manager |       |            |

ACKNOWLEDGEMENT OF TRANSFEROR: I hereby acknowledge this application for a Transfer of Conditional Use Permit and consent to the transfer.

|             |               |                 |       |       |            |
|-------------|---------------|-----------------|-------|-------|------------|
| Signature:  |               |                 |       | Date: | 11-15-2021 |
| Print Name: | Hal Westbrook | Title/Business: | Owner |       |            |

**For City Use Only**

Date Application Fee Received:  
PZ Resolution Number:



PZ2021-42 CUP Transfer  
1230 Angler Drive



**LEGEND**

 Subject Parcel

0 40 80 Feet

Date: 12/2/2021





## Kenai City Council - Regular Meeting

December 01, 2021 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

**\*\*Telephonic/Virtual Information on Page 4\*\***

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

### **Action Agenda**

#### **A. CALL TO ORDER**

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval
4. Consent Agenda (*Public comment limited to three (3) minutes) per speaker; thirty (30) minutes aggregated*)

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

#### **B. SCHEDULED PUBLIC COMMENTS**

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

1. **Joy Merriner, BDO USA, LLP** - Presentation of the FY2021 City of Kenai Annual Comprehensive Financial Report, Federal and State Single Audit Reports, and Audit Wrap Up.

#### **C. UNSCHEDULED PUBLIC COMMENTS**

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

#### **D. PUBLIC HEARINGS**

1. **ENACTED UNANIMOUSLY. Ordinance No. 3254-2021** - Amending Kenai Municipal Code Section 14.05.025 – Telephonic Participation at Planning and Zoning Commission Meetings, to Provide for Remote Electronic Participation in Planning and Zoning Commission Meetings by Commission Members. (Administration)
2. **ENACTED UNANIMOUSLY. Ordinance No. 3255-2021** - Accepting and Appropriating Grants from the U.S. Department of Homeland Security Passed Through the State of Alaska Department of Military and Veterans' Affairs for the Purchases of Public Safety Radios for Police, Fire, and Communications Departments. (Administration)
3. **ADOPTED UNANIMOUSLY. Resolution No. 2021-68** - Authorizing a Budget Transfer in the CARES Act Recovery Fund, First Responder and Incident Management Team Payroll,



CARES Act Administration and Non-payroll, and Individual Assistance Grants Departments.  
(Administration)

4. **ADOPTED UNANIMOUSLY. Resolution No. 2021-69** - Approving the Execution of a Lease of Airport Fund Lands Using the Standard Lease Form Between the City of Kenai and Integrated Account Management, Inc. on Lot 3, Block 3, Cook Inlet Industrial Air Park Subdivision. (Administration)
5. **ADOPTED UNANIMOUSLY AS AMENDED. Resolution No. 2021-70** - Opposing Government Mandates Requiring Vaccines and Face Coverings Related to COVID 19. (Council Members Baisden and Winger)

E. **MINUTES**

1. **APPROVED BY THE CONSENT AGENDA.** \*Regular Meeting of November 3, 2021. (City Clerk)

F. **UNFINISHED BUSINESS**

G. **NEW BUSINESS**

1. **APPROVED BY THE CONSENT AGENDA.** \*Action/Approval - Bills to be Ratified. (Administration)
2. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 12/15/2021.** \*Ordinance No. 3256-2021 - Increasing Estimated Revenues and Appropriations in the Airport Improvements Capital Project Funds, Authorizing the Acceptance of a Grant from the Federal Aviation Administration for the Kenai Municipal Airport Sand Storage Facility Construction Phase II, and Authorizing a Budget Transfer in the Airport Improvements Capital Project Fund – Kenai Municipal Airport Sand Storage Facility Project to Facilitate the Return of Funds Advanced from the Airport Special Revenue Fund. (Administration)
3. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 12/15/2021.** \*Ordinance No. 3257-2021 - Accepting and Appropriating a Collection Equity Award from the Network of the National Library of Medicine Region 5 for the Purchase of Health and Wellness Titles for the Kenai Community Library Collection. (Council Members Knackstedt and Pettey)
4. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 12/15/2021.** \*Ordinance No. 3258-2021 - Accepting and Appropriating Funding from the State of Alaska Department of Health and Social Services, Division of Public Health, for the Healthy and Equitable Communities Program, and Authorizing the City Manager to Execute a Memorandum of Agreement for this Funding. (Administration)
5. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 12/15/2021.** \*Ordinance No. 3259-2021 - Increasing Estimated Revenues and Appropriations in the General and Municipal Roadway Improvement Capital Project Funds, and Increasing a Purchase Order to Foster's Construction for the 2021 Bryson Ave Bluff Erosion Repair Project. (Administration)

6. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 12/15/2021.**  
\*Ordinance No. 3260-2021 - Amending Kenai Municipal Code 13.40.010-Definitions, to Maintain Current Regulations on Off-Road Vehicle Use in Kenai After January 1, 2022. (Council Member Knackstedt)
7. **Discussion** - Land Management Plan Commission Consideration Changes (Vice Mayor Glendening and Council Member Winger)

**H. COMMISSION / COMMITTEE REPORTS**

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

**I. REPORT OF THE MAYOR**

**J. ADMINISTRATION REPORTS**

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

**K. ADDITIONAL PUBLIC COMMENT**

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

**L. EXECUTIVE SESSION**

**M. PENDING ITEMS**

1. **Resolution No. 2021-64** - Awarding an Agreement for the Kenai Waterfront Redevelopment Assessment and Feasibility Study. (Administration) [**Clerk's Note:** *At the November 3, 2021 Meeting, this item was Postponed to the December 15, 2021 Council Meeting; a motion to enact is on the floor.*]

**N. ADJOURNMENT**

**O. INFORMATION ITEMS**

1. Purchase Orders Between \$2,500 and \$15,000
2. Dog Park Update from Pat Porter
3. Kenai Historical Society Newsletter - 12/2021
4. United Cook Inlet Drift Association Statement on the Cook Inlet Fishery Closure.

*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's Office at 907-283-8231.*

**Join Zoom Meeting**

<https://us02web.zoom.us/j/87096772386>

**Meeting ID:** 870 9677 2386 **Passcode:** 515923

OR

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

**Meeting ID:** 870 9677 2386 **Passcode:** 515923



# Planning Commission Action Agenda

144 N. Binkley Street, Soldotna, Alaska 99669 • (907) 714-2215 • (907) 714-2378 Fax  
Betty J. Glick Assembly Chambers, Kenai Peninsula Borough George A. Navarre Administration Building

Melanie Aeschliman, Planning Director • Charlie Pierce, Borough Mayor

*Blair Martin, Chair – Kalifornsky Beach ~ Robert Ruffner, Vice Chair – Kaslof/Clam Gulch*

*Syverine Abrahamson-Bentz, Parliamentarian – Anchor Point/Ninilchik ~ Jeremy Brantley – Sterling*

*Vacant – City of Seward ~ Vacant – City of Soldotna ~ Pamela Gillham – Ridge Way ~ Vacant – Northwest Borough*

*Diane Fikes – City of Kenai ~ Virginia Morgan – East Peninsula ~ Franco Venuti – City of Homer*

**November 29, 2021**

**7:30 p.m.**

**Zoom Meeting Link: <https://zoom.us/j/2084259541>**

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

**Zoom Meeting ID: 208 425 9541**

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

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

All those wishing to testify must wait for recognition by the Chair. Each person must begin by stating his or her name and mailing address for the record at the microphone. All questions will be directed to the Chair. Testimony must be kept to the subject at hand and shall not deal with personalities. Decorum must be maintained at all times and all testifiers shall be treated with respect. If participating via Zoom the testifier will need to use the Zoom "raise hand" feature or press \*9 by phone to speak.

## **A. CALL TO ORDER**

## **B. ROLL CALL**

## **C. APPROVAL OF CONSENT AND REGULAR AGENDAS**

All items marked with an asterisk (\*) are consent agenda items. Consent agenda items are considered routine and non-controversial by the Planning Commission and may be approved by one motion. There will be no separate discussion of consent agenda items unless a Planning Commissioner removes the item from the consent agenda. The removed item will then be considered in its normal sequence on the regular agenda.

If you wish to comment on a consent agenda item, please advise the recording secretary before the meeting begins, and she will inform the Chair of your wish to comment.

### **\*1. Time Extension Request - None**

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

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

- a. Browns Acres Subdivision 2021; KPB File 2021-072
- b. Causeway Subdivision 2021 Replat; KPB 2021-138
- c. East Cohoe Subdivision Hedger Replat; KPB File 2021-120
- d. Goodrich Acres Sanchis Replat; KPB File 2021-008

- e. Green Forest Subdivision Black Addition; KPB File 2021-010
- f. Hollywood Park Koch Addition; KPB File 2020-033
- g. Kenai Landing Subdivision 2021 Addition; KPB File 2021-089
- h. Kuchta Estates Hansen Addition; KPB File 2021-119
- i. Melickian Subdivision 2021 Addition; KPB File 2021-094
- j. Niniichik Airport Heights 2021 Replat; KPB File 2021-103
- k. Niniichik River Estates Subdivision Addn. 1 McLean Addn.; KPB File 2021-108
- l. Quandt Subdivision Newton-Segura Addition; KPB File 2020-056
- m. Razdolna Subdivision 2020 Addition; KPB File 2020-104
- n. Skyline Drive Subdivision 2020 Replat; KPB 2020-062
- o. Willard Point; KPB File 2021-056

- \*4. Plats Granted Final Approval (20.10.040)**
  - a. Corea Bend Subdivision 2021 Replat; KPB 2021-128

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

- \*6. Commissioner Excused Absences**

- a. Blair Martin, Kalifornsky Beach
- b. City of Soldotna, Vacant
- c. City of Seward, Vacant
- d. Northwest Borough, Vacant

- \*7. Minutes**

- a. November 8, 2021 Planning Commission Meeting Minutes

**Motion to approve the consent & regular agendas passed by unanimous vote (7-Yes, 1-Absent, 3 Vacant Seats).**

**D. OLD BUSINESS – None**

**E.**

**F. NEW BUSINESS**

- 1. Building Setback Encroachment Permit  
Naff Subdivision Part Two Lot 2 Block 1  
KPB File: 2021-145; Resolution 2021-35  
Petitioner: Ramona C. & Alexander N. Connors  
Location: Tuffy Lane & Scout Lake Loop Road  
Sterling Area

**Motion to adopt PC Resolution 2021-35 granting a building setback encroachment permit passed by unanimous vote (7-Yes, 1-Absent, 3 Vacant Seats).**

- 2. Ordinance 2021-40: An ordinance amending KPB 2.40.015 Regarding Planning commission membership and apportionment.

**Motion to forward to the assembly a recommendation to adopt Ordinance 2021-40 passed by unanimous vote (7-Yes, 1-Absent, 3 Vacant Seats).**

**G. PLAT COMMITTEE REPORT - The Plat Committee reviewed 9 plats.**

**H. OTHER**

- I. **PUBLIC COMMENT/PRESENTATION** (Items other than those appearing on the agenda or scheduled for public hearing. Limited to five minutes per speaker unless previous arrangements are made)
- J. **DIRECTOR'S COMMENTS**
- K. **COMMISSIONER COMMENTS**
- L. **ADJOURNMENT**

**MISCELLANEOUS INFORMATIONAL ITEMS**

- 1. Nikiski Soil Treatment Facility Information

**NEXT REGULARLY SCHEDULED PLANNING COMMISSION MEETING**

The next regularly scheduled Planning Commission meeting will be held **Monday, December 13, 2021** 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

Phone: toll free within the Borough 1-800-478-4441, extension 2215

Fax: 907-714-2378

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

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

# 2022 MEETING CALENDAR

All meetings take place at Kenai City Hall Council Chambers, 210 Fidalgo Ave, unless otherwise noted. For more information call 283-8231

Council Packet Deadline is 4:00 p.m. the Thursday prior to the meeting  
Commission Packet Deadlines are 2:00 p.m. one week prior to the meeting

## KEY

|   |
|---|
| CITY COUNCIL                              |
| PLANNING & ZONING                         |
| PARKS & RECREATION                        |
| AIRPORT                                   |
| HARBOR                                    |
| COUNCIL ON AGING - MEETS AT SENIOR CENTER |

## KEY CONTINUED...

|                               |
|-------------------------------|
| BEAUTIFICATION                |
| HOLIDAY - CITY OFFICES CLOSED |

| JANUARY |    |    |    |    |    |    | FEBRUARY |    |    |    |    |    |    | MARCH     |    |    |    |    |    |    | APRIL   |    |    |    |    |    |    | MAY      |    |    |    |    |    |    | JUNE     |    |    |    |    |    |    |
|---------|----|----|----|----|----|----|----------|----|----|----|----|----|----|-----------|----|----|----|----|----|----|---------|----|----|----|----|----|----|----------|----|----|----|----|----|----|----------|----|----|----|----|----|----|
| S       | M  | T  | W  | T  | F  | S  | S        | M  | T  | W  | T  | F  | S  | S         | M  | T  | W  | T  | F  | S  | S       | M  | T  | W  | T  | F  | S  | S        | M  | T  | W  | T  | F  | S  | S        | M  | T  | W  | T  | F  | S  |
|         |    |    |    |    |    | 1  |          |    | 1  | 2  | 3  | 4  | 5  |           |    | 1  | 2  | 3  | 4  | 5  |         |    |    |    |    | 1  | 2  | 1        | 2  | 3  | 4  | 5  | 6  | 7  |          |    |    | 1  | 2  | 3  | 4  |
| 2       | 3  | 4  | 5  | 6  | 7  | 8  | 6        | 7  | 8  | 9  | 10 | 11 | 12 | 6         | 7  | 8  | 9  | 10 | 11 | 12 | 3       | 4  | 5  | 6  | 7  | 8  | 9  | 8        | 9  | 10 | 11 | 12 | 13 | 14 | 5        | 6  | 7  | 8  | 9  | 10 | 11 |
| 9       | 10 | 11 | 12 | 13 | 14 | 15 | 13       | 14 | 15 | 16 | 17 | 18 | 19 | 13        | 14 | 15 | 16 | 17 | 18 | 19 | 10      | 11 | 12 | 13 | 14 | 15 | 16 | 15       | 16 | 17 | 18 | 19 | 20 | 21 | 12       | 13 | 14 | 15 | 16 | 17 | 18 |
| 16      | 17 | 18 | 19 | 20 | 21 | 22 | 20       | 21 | 22 | 23 | 24 | 25 | 26 | 20        | 21 | 22 | 23 | 24 | 25 | 26 | 17      | 18 | 19 | 20 | 21 | 22 | 23 | 22       | 23 | 24 | 25 | 26 | 27 | 28 | 19       | 20 | 21 | 22 | 23 | 24 | 25 |
| 23      | 24 | 25 | 26 | 27 | 28 | 29 | 27       | 28 |    |    |    |    |    | 27        | 28 | 29 | 30 | 31 |    |    | 24      | 25 | 26 | 27 | 28 | 29 | 30 | 29       | 30 | 31 |    |    |    |    | 26       | 27 | 28 | 29 | 30 |    |    |
| 30      | 31 |    |    |    |    |    |          |    |    |    |    |    |    |           |    |    |    |    |    |    |         |    |    |    |    |    |    |          |    |    |    |    |    |    |          |    |    |    |    |    |    |
| JULY    |    |    |    |    |    |    | AUGUST   |    |    |    |    |    |    | SEPTEMBER |    |    |    |    |    |    | OCTOBER |    |    |    |    |    |    | NOVEMBER |    |    |    |    |    |    | DECEMBER |    |    |    |    |    |    |
| S       | M  | T  | W  | T  | F  | S  | S        | M  | T  | W  | T  | F  | S  | S         | M  | T  | W  | T  | F  | S  | S       | M  | T  | W  | T  | F  | S  | S        | M  | T  | W  | T  | F  | S  | S        | M  | T  | W  | T  | F  | S  |
|         |    |    |    |    | 1  | 2  |          | 1  | 2  | 3  | 4  | 5  | 6  |           |    |    |    | 1  | 2  | 3  |         |    |    |    |    |    | 1  |          |    | 1  | 2  | 3  | 4  | 5  |          |    |    |    | 1  | 2  | 3  |
| 3       | 4  | 5  | 6  | 7  | 8  | 9  | 7        | 8  | 9  | 10 | 11 | 12 | 13 | 4         | 5  | 6  | 7  | 8  | 9  | 10 | 2       | 3  | 4  | 5  | 6  | 7  | 8  | 6        | 7  | 8  | 9  | 10 | 11 | 12 | 4        | 5  | 6  | 7  | 8  | 9  | 10 |
| 10      | 11 | 12 | 13 | 14 | 15 | 16 | 14       | 15 | 16 | 17 | 18 | 19 | 20 | 11        | 12 | 13 | 14 | 15 | 16 | 17 | 9       | 10 | 11 | 12 | 13 | 14 | 15 | 13       | 14 | 15 | 16 | 17 | 18 | 19 | 11       | 12 | 13 | 14 | 15 | 16 | 17 |
| 17      | 18 | 19 | 20 | 21 | 22 | 23 | 21       | 22 | 23 | 24 | 25 | 26 | 27 | 18        | 19 | 20 | 21 | 22 | 23 | 24 | 16      | 17 | 18 | 19 | 20 | 21 | 22 | 20       | 21 | 22 | 23 | 24 | 25 | 26 | 18       | 19 | 20 | 21 | 22 | 23 | 24 |
| 24      | 25 | 26 | 27 | 28 | 29 | 30 | 28       | 29 | 30 | 31 |    |    |    | 25        | 26 | 27 | 28 | 29 | 30 | 23 | 24      | 25 | 26 | 27 | 28 | 29 | 27 | 28       | 29 | 30 |    |    |    | 25 | 26       | 27 | 28 | 29 | 30 | 31 |    |
| 31      |    |    |    |    |    |    |          |    |    |    |    |    |    |           |    |    |    |    |    | 30 | 31      |    |    |    |    |    |    |          |    |    |    |    |    |    |          |    |    |    |    |    |    |



# KENAI

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

## City of Kenai Draft Land Management Plan 2021 Public Comment

### Submission Form

Public comments are an important part of developing the City of Kenai Land Management Plan and are encouraged. Please note that comments submitted are considered a public document.

#### Submission Information

---

**Date:** 10/13/2021

**First and Last Name:** (the name entered on this form will appear as part of the public record):  
Andrew Walsh

**Comment is Related To:** Comment is related to the following map(s), page(s), or parcel number(s):  
PARCEL ID: 04916071

**Residency:** Are you a resident of the City of Kenai?  
 Yes  No

#### Comment

---

**Comments:** Is the City willing to allow a Right of Way vacation as part of this land management plan?  
If so, what is the process to acquire unused Right of Way?

Thank you,

Andrew Walsh





# KENAI

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

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### Submission Information

---

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**First and Last Name:** (the name entered on this form will appear as part of the public record):  
Andrew Walsh

**Comment is Related To:** Comment is related to the following map(s), page(s), or parcel number(s):  
PARCEL ID: 04916071

**Residency:** Are you a resident of the City of Kenai?  
 Yes  No

### Comment

---

**Comments:** Please disregard my previous comment. I now see the parcel in question is KPB owned, not City of Kenai owned.

Thank you,

Andrew Walsh



# KENAI

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

## City of Kenai Draft Land Management Plan 2021 Public Comment

### Submission Form

Public comments are an important part of developing the City of Kenai Land Management Plan and are encouraged. Please note that comments submitted are considered a public document.

#### Submission Information

---

**Date:** 10/11/2021

**First and Last Name:** (the name entered on this form will appear as part of the public record):  
Victoria Askin

**Comment is Related To:** Comment is related to the following map(s), page(s), or parcel number(s):  
Map 10, Parcel No. 04316017, Page 48

**Residency:** Are you a resident of the City of Kenai?  
 Yes  No

#### Comment

---

**Comments:** Changing the zoning of a piece may be a concern for potential purchase. Would that be done before sale or after?  
Great Job! The plan is easy to follow + understand.  
Can't wait to see the online tool.



# KENAI

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

## City of Kenai Draft Land Management Plan 2021 Public Comment

### Submission Form

Public comments are an important part of developing the City of Kenai Land Management Plan and are encouraged. Please note that comments submitted are considered a public document.

#### Submission Information

---

**Date:** 10/11/2021

**First and Last Name:** (the name entered on this form will appear as part of the public record):  
Glenese Pettey

**Comment is Related To:** Comment is related to the following map(s), page(s), or parcel number(s):

**Residency:** Are you a resident of the City of Kenai?  
 Yes  No

#### Comment

---

**Comments:** What is the total acres in the City of Kenai?  
What percentage of land is in private holding?



# KENAI

City of Kenai | 210 Fidalgo Ave, Kenai, AK 99611-7794 | 907.283.7535 | [www.kenai.city](http://www.kenai.city)

December 1, 2021

JAC Enterprises  
P.O. Box 2829  
Kenai, AK 99611

Attn: Clint Hall

**RE: Landscape/Site Plan – 701 N. Forest Drive**

Dear Clint;

On September 22, 2021 the City of Kenai provided a notice of code violation for the Conditional Use Permit PZ15-24, located at 701 N. Forest Drive, Kenai, AK. Staff have verified that 12 additional trees have been planted, meeting the requirements for the Landscape/Site Plan PZ15-25 to have 15 trees planted 15 feet apart behind building number one. It has been noted that the planting of deciduous trees, in lieu of Green Spruce trees, is acceptable due to the spruce bark beetle epidemic. These actions have effectively remedied the code violation(s).

If you would like to discuss this letter or have any questions you may contact me at 907-283-8235 or [rfoster@kenai.city](mailto:rfoster@kenai.city).

Sincerely,

CITY OF KENAI

Ryan Foster  
Planning Director