



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

April 14, 2021 – 7:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

www.kenai.city

****Telephonic participation info Page 2****

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. *March 24, 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

1. **Resolution PZ2021-06** – Preliminary Subdivision Plat of TKC Subdivision, submitted by Segesser Surveys, 30485 Rosland Street, Soldotna, AK 99669, on behalf of TKC, LLC, P.O. Box 10658, Bakersfield, CA 93389

F. PUBLIC HEARINGS

G. UNFINISHED BUSINESS

H. NEW BUSINESS

I. **PENDING ITEMS**

J. **REPORTS**

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

K. **ADDITIONAL PUBLIC COMMENT**

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

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

L. **INFORMATIONAL ITEMS**

M. **NEXT MEETING ATTENDANCE NOTIFICATION**

1. April 28, 2021

N. **COMMISSION COMMENTS AND QUESTIONS**

O. **ADJOURNMENT**

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

Join Zoom Meeting:

<https://us02web.zoom.us/j/88118362974>

Meeting ID: 881 1836 2974

Passcode: 208656

Dial by Phone:

253-215-8782

669-900-6833

File Attachments for Item:

1. *March 24, 2021

**KENAI PLANNING & ZONING COMMISSION
REGULAR MEETING
MARCH 24, 2021 – 7:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVENUE, KENAI, ALASKA
CHAIR JEFF TWAIT, PRESIDING**

MINUTES

A. CALL TO ORDER

Commission Chair Twait called the meeting to order at 7:00 p.m.

1. Pledge of Allegiance

Commission Chair Twait led those assembled in the Pledge of the Allegiance.

2. Roll Call

Commissioners present: J. Twait, J. Halstead, D. Fikes, G. Woodard

Commissioners absent: R. Springer, G. Greenberg, A. Douthit,

Staff/Council Liaison present: Planning Director R. Foster, Planning Assistant W. Anderson, Deputy City Clerk M. Thibodeau, Council Liaison J. Glendening

A quorum was present.

3. Agenda Approval

MOTION:

Commissioner Halstead **MOVED** to approve the agenda as written and Vice Chair Fikes **SECONDED** the motion. There were no objections; **SO ORDERED**.

4. Consent Agenda

MOTION:

Commissioner Halstead **MOVED** to approve the consent agenda and Vice Chair Fikes **SECONDED** the motion. There were no objections; **SO ORDERED**.

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

5. *Excused absences – None

B. APPROVAL OF MINUTES

1. *March 10, 2021

The minutes were approved by the Consent Agenda.

C. SCHEDULED PUBLIC COMMENT – None.

D. UNSCHEDULED PUBLIC COMMENT – None.

E. CONSIDERATION OF PLATS

1. **Resolution PZ2021-09** – Preliminary Subdivision Plat of Carl F. Ahlstrom RPM's Replat Number 2, submitted by Segesser Surveys, 30485 Rosland Street, Soldotna, AK 99669, on behalf of the City of Kenai, 210 Fidalgo Avenue, Kenai, AK 99611

Planning Director Foster presented his staff report with information provided in packet, noting that the applicant wishes to vacate the property lines between Lot 22A, Block 13, and Lot 21, 20, and 19, Block 13, Carl F. Ahlstrom Subdivision, which will create a larger tract to be described as Lot 19A, Block 13, Carl F. Ahlstrom Subdivision, RPM's Replat Number 2. The applicant also wishes to vacate the utility easements as set forth on the Preliminary plat.

Approval of the plat was recommended, subject to the following conditions:

- Further development of the property shall conform to all federal, State of Alaska, and local regulations.
- The Kenai City Council must declare the ten-foot (10') utility easements are not needed for a public purpose and approve the vacation of the utility easements as shown on the preliminary plat.

MOTION:

Commissioner Woodard **MOVED** to approve Resolution No. PZ2021-09 and Vice Chair Fikes **SECONDED** the motion.

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

The question was raised of whether or not the owner intended to demolish or expand any existing structures. It was clarified that we currently had no information on future improvements beyond the subdivision and vacation of utility lines, but if that occurred then the Planning & Zoning department would be notified by the Building department when the owner applies for a permit. It was also clarified that the vacation the easements would not inhibit any road construction or future development in the area. It was explained how vacating these easements could benefit the landowner as they might find it more advantageous to consolidate four separate parcels into one lot.

VOTE:

YEA: Halstead, Twait, Fikes, Woodard
NAY:

MOTION PASSED UNANIMOUSLY.

F. PUBLIC HEARINGS – None.

G. UNFINISHED BUSINESS – None.

H. NEW BUSINESS – None.

I. PENDING ITEMS – None.

J. REPORTS

1. **City Council** – Council Member Glendening reported on the actions from the March 17, 2021 City Council meeting.
2. **Borough Planning** – Vice Chair Fikes reported on the actions of the March 15, 2021 Borough Planning Commission meeting.
3. **City Administration** – Planning Director Foster reported on the following:
 - He will be offering training for new Planning & Zoning commissioners, which can be scheduled individually or as a work session before a future meeting;
 - Received a Conditional Use Permit application, scheduled for the April 14, 2021 meeting.

K. ADDITIONAL PUBLIC COMMENT

1. Citizens Comments
2. Council Comments

L. INFORMATIONAL ITEMS

M. NEXT MEETING ATTENDANCE NOTIFICATION

1. April 14, 2021

N. COMMISSION COMMENTS & QUESTIONS

Commissioner Woodard noted she looks forward to Planning Director Foster's training session.

Commissioner Halstead said it was good to be back and see everyone in person, and expressed appreciation for how well staff was able to present and work with commissioners remotely.

O. ADJOURNMENT

There being no further business before the Commission, the meeting was adjourned at 7:47 p.m.

Minutes prepared and submitted by:

Meghan Thibodeau
Deputy City Clerk

DRAFT

File Attachments for Item:

1. Resolution PZ2021-06 – Preliminary Subdivision Plat of TKC Subdivision, submitted by Segesser Surveys, 30485 Rosland Street, Soldotna, AK 99669, on behalf of TKC, LLC, P.O. Box 10658, Bakersfield, CA 93389



**CITY OF KENAI
PLANNING AND ZONING COMMISSION
RESOLUTION NO. 2021-06**

A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI **RECOMMENDING** THAT TKC SUBDIVISION HERETO BE APPROVED

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

WHEREAS, the plat meets Municipal Code requirements of the Suburban Residential (SR) zone; and,

WHEREAS, street names are referenced correctly; and,

WHEREAS, access to the proposed Lot 1A is provided via McKinley Street which is a paved City maintained road. Access to the proposed Lots 3 and 4, is provided via Second Avenue which is a paved City maintained road; and

WHEREAS, there is an existing building located on the proposed Lot 3 which is connected to City water and sewer services. There are water and sewer lines located in the rights-of-way of McKinley Street and Second Avenue and the eight family dwelling units will connect to those services. An installation agreement is not required; and

WHEREAS, the Planning and Zoning Commission finds:

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

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

Section 1. That the preliminary plat of TKC SUBDIVISION be approved subject to the following conditions:

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

2. The plat number referenced for the Kenai Christian Church lot which lies to the South is labeled incorrectly; the plat number should be changed to KN2011-52.

PASSED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI, ALASKA,
this 14th day of April, 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: April 8, 2021
SUBJECT: PZ2021-06 – Preliminary Plat – TKC Subdivision

Applicant: TKC LLC
P.O. Box 10658
Bakersfield, CA 93389

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

Requested Action: Preliminary Subdivision Plat – TKC Subdivision

Legal Description: Government Lot 107, Section 31, Township 6 North, Range 11 West, Seward Meridian

Property Address: 1614 Second Avenue

KPB Parcel No: 04311006

Lot Size: Approximately 2.5 Acres (108,900 square feet)

Existing Zoning: Suburban Residential

Current Land Use: Single Family Dwelling

Land Use Plan: Suburban Residential

GENERAL INFORMATION

Kenai Municipal Code 14.22.010. Land Use Table provides that a seven or more family dwelling is listed as a conditional use within the Suburban Residential Zone. The Planning and Zoning Commission reviewed and passed Resolution PZ 2021-01 on January 27, 2021, allowing for eight

additional single family dwellings units to be constructed on a 2.5 acre parcel. Subsequent to the issuance of the Conditional Use Permit, the property owner decided to divide the 2.5 acre parcel into three lots. It is the intent of the property owner, to construct eight family dwellings. The proposed Lot 1A will contain four (4) family dwellings; Lot 3 will contain the existing single family dwelling; and the proposed Lot 4 will contain (4) family dwellings. The proposed plat includes a footprint of the proposed family dwelling to assure that the building setback requirements as set forth under condition number three of the Conditional Use Permit, Resolution PZ2021-01 are met.

Segesser Surveys, LLC. has submitted a preliminary plat on behalf of the property owner, TKC, LLC. The plat affects the parcel described as Government Lot 107, Section 31, Township 6 North, Range 11 West, Seward Meridian. The plat will subdivide the 2.5 acre (approximately 108,900 square feet) Government Lot 107, into three smaller lots. Lot 1A will consist of approximately 28,862 square feet; Lot 3, will consist of approximately 14,770 square feet; and Lot 4, will consist of approximately 44,577 square feet.

Application, Public Notice, Public Comment

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

The property owners completed the City of Kenai preliminary plat submittal form. The City of Kenai follows *Kenai Peninsula Borough Code 20.25.070* and *20.25.080* for preliminary plat submittal requirements. City staff published notice of the consideration of the plat as part of the agenda for the City of Kenai Planning and Zoning Commission in the *Peninsula Clarion*. No public comments have been received as of April 8, 2021.

ANALYSIS

Access to the proposed Lot 1A is provided via McKinley Street which is a paved City maintained road. Access to the proposed Lots 3 and 4, is provided via Second Avenue which is a paved City maintained road.

There is an existing building located on the proposed Lot 3 which is connected to City water and sewer services. There are water and sewer lines located in the rights-of-way of McKinley Street and Second Avenue and the eight family dwellings will connect to those services. An installation agreement is not required.

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

RECOMMENDATIONS

City staff recommends approval of the preliminary plat of TKC Subdivision, subject to the following conditions:



1. Further development of the property shall conform to all federal, State of Alaska, and local regulations.
2. The plat number referenced for the Kenai Christian Church lot which lies to the South is labeled incorrectly; the plat number should be changed to KN2011-52.

ATTACHMENTS

1. Resolution No. PZ2021-06
2. Application
3. Preliminary Plat
4. Aerial Map





Preliminary Plat Submittal Form

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

APPLICANT (SURVEYOR)

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

PROPERTY OWNER

Name:	TKC LLC						
Mailing Address:	P.O. Box 10658	City:	Bakersfield	State:	CA	Zip Code:	93389
Phone Number(s):							
Email:							

PROPERTY INFORMATION

Property Owner Name:	TKC LLC					
Current City Zoning:						
Use:	<input checked="" type="checkbox"/> Residential	<input type="checkbox"/> Recreational	<input type="checkbox"/> Commercial			
	<input type="checkbox"/> Other:					
Water:	<input type="checkbox"/> On Site	<input checked="" type="checkbox"/> City	<input type="checkbox"/> Community			
Sewer:	<input type="checkbox"/> On Site	<input checked="" type="checkbox"/> City	<input type="checkbox"/> Community			

PLAT INFORMATION

Preliminary Plat Name:	TKC Subdivision					
Revised Preliminary Plat Name:						
Vacation of Public Right-of-Way:	<input type="checkbox"/> Yes		<input checked="" type="checkbox"/> No			
Street Name (if vacating ROW):						

Exceptions Required and Requested:

Comments:



REQUIRED ATTACHMENTS

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

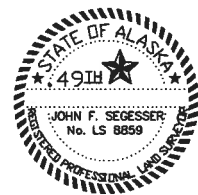
Signature:		Date:	2-11-21
Print Name:	John Segesser	Title/Business:	President/ Segesser Surveys Inc

LEGEND:

- ⊕ 3 1/4" ALUM. CAP MONUMENT FOUND
- ⊙ 2 1/2" ALUM. CAP MONUMENT FOUND
- ⊗ 5/8" REBAR w/ALUM. CAP FOUND
- 5/8" REBAR w/PLASTIC CAP FOUND
- 5/8" REBAR w/PLASTIC CAP LS8859 SET
- () RECORD DATUM PLAT 83-160 KRD

NOTES:

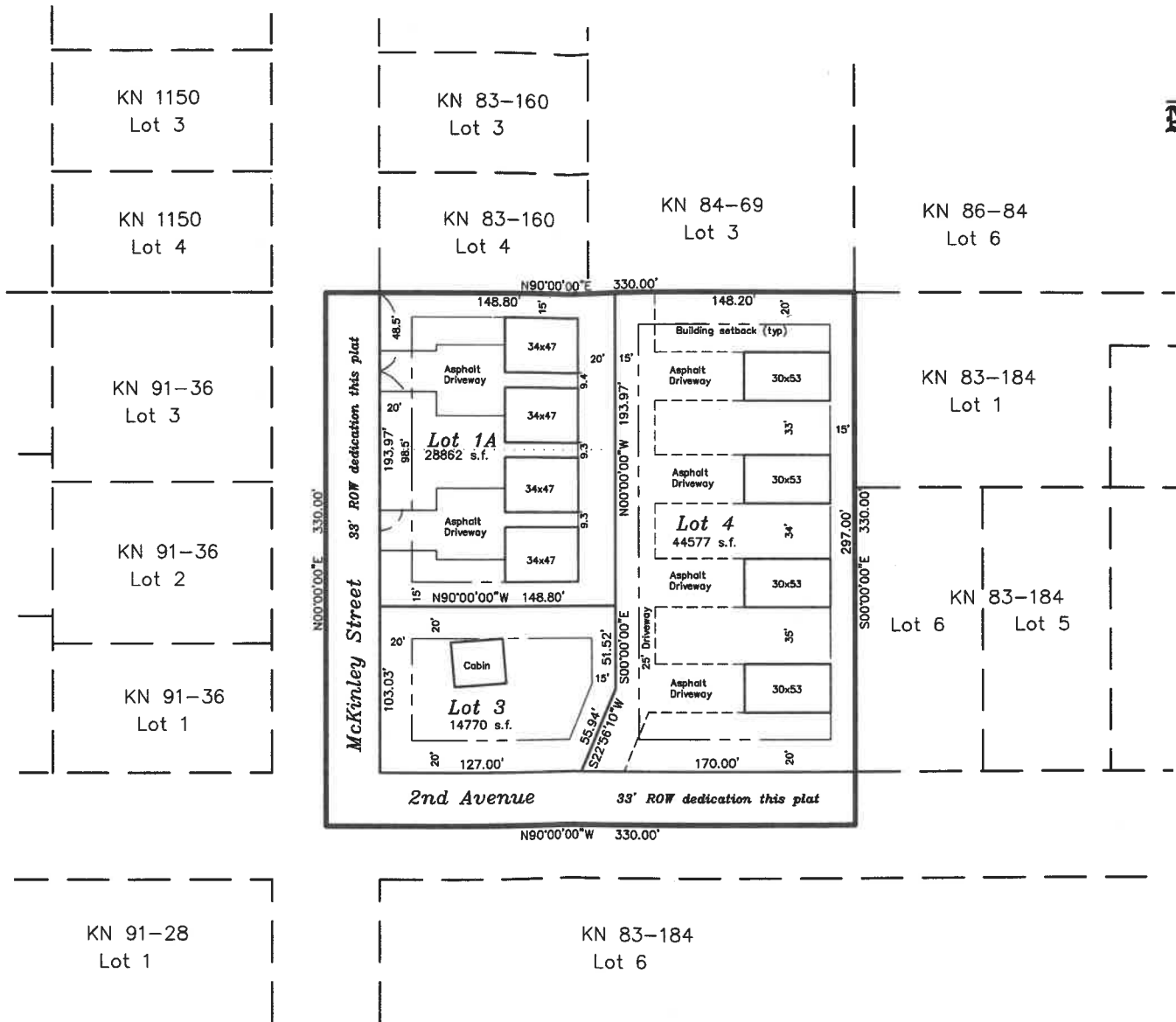
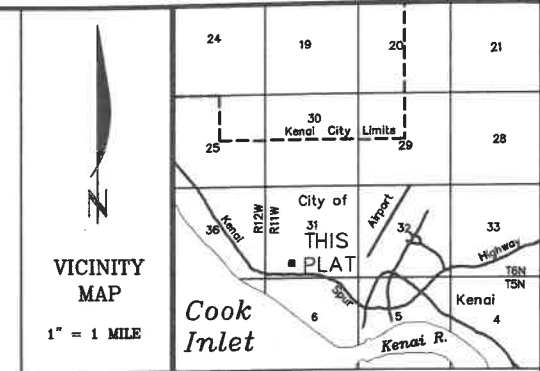
- 1) Basis of bearing taken from Kinclaven Subdivision Plat 83-160, Kenai Recording District.
- 2) Further development of the property shall conform to all federal, State of Alaska, and local regulations.
- 3) Development must meet City of Kenai Chapter 14 Zoning Requirements.
- 6) Front 15 feet adjacent to rights-of-way is also a utility easement. No permanent structure shall be constructed or placed within a utility easement which would interfere with the ability of a utility to use the easement.
- 10) **WASTEWATER DISPOSAL:** Plans for wastewater disposal, that meet regulatory requirements are on file at the Department of Environmental Conservation.



SURVEYOR'S CERTIFICATE

I hereby certify that I am properly registered and licensed to practice land surveying in the State of Alaska, this plat represents a survey made by me or under my direct supervision, the monuments shown hereon actually exist as described, and all dimensions and other details are correct.

Date _____



CERTIFICATE of OWNERSHIP and DEDICATION

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

KEN DUNBAR,
TKC LLC
P.O. BOX 10658
BAKERSFIELD, CA 93389

NOTARY'S ACKNOWLEDGEMENT

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

NOTARY PUBLIC FOR ALASKA
MY COMMISSION EXPIRES _____

PLAT APPROVAL

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

KENAI PENINSULA BOROUGH
AUTHORIZED OFFICIAL _____

CERTIFICATE of ACCEPTANCE

THE UNDERSIGNED OFFICIAL IDENTIFIED BY NAME AND TITLE IS AUTHORIZED TO ACCEPT AND HEREBY ACCEPTS ON BEHALF OF THE CITY OF KENAI FOR PUBLIC USES AND FOR PUBLIC PURPOSES THE REAL PROPERTY TO BE DEDICATED BY THIS PLAT INCLUDING EASEMENTS, RIGHTS-OF-WAY, ALLEYS, AND OTHER PUBLIC AREAS SHOWN ON THIS PLAT IDENTIFIED AS FOLLOWS: SECOND AVENUE AND MCKINLEY STREET DEDICATIONS. THE ACCEPTANCE OF LANDS FOR PUBLIC USE OR PUBLIC PURPOSE DOES NOT OBLIGATE THE PUBLIC OR ANY OTHER GOVERNING BODY TO CONSTRUCT, OPERATE, OR MAINTAIN IMPROVEMENTS.

PAUL OSTRANDER, CITY MANAGER
CITY OF KENAI
DATE _____

KPB FILE No. _____

TKC Subdivision

A resubdivision of Government Lot 107, Section 31, T6N, R11W, S.M., Kenai Recording District.

Located within the SW1/4 NW1/4 SE1/4 SW1/4 Section 31, T6N, R11W, S.M., City of Kenai, Kenai Peninsula Borough, Alaska.

Containing 2.500 Ac.

Surveyor Segesser Surveys 30485 Rosland St. Soldotna, AK 99689 (907) 262-3909	Owner TKC LLC P.O. Box 10658 Bakersfield, CA 93389
--	--

JOB NO. 21020	DRAWN: 3-30-21
SURVEYED:	SCALE: 1"=50'
FIELD BOOK:	SHEET: 1 of 1



TKC Subdivision Parcel
04311006
1614 Second Avenue
G. L. 107, Sec. 31, T6N, R11W



LEGEND

 Subject Parcel

0 40 80 Feet

Date: 4/7/2021



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

PLANNING & ZONING COMMISSION

PZ2021-06 – Preliminary Plat -
TKC Subdivision

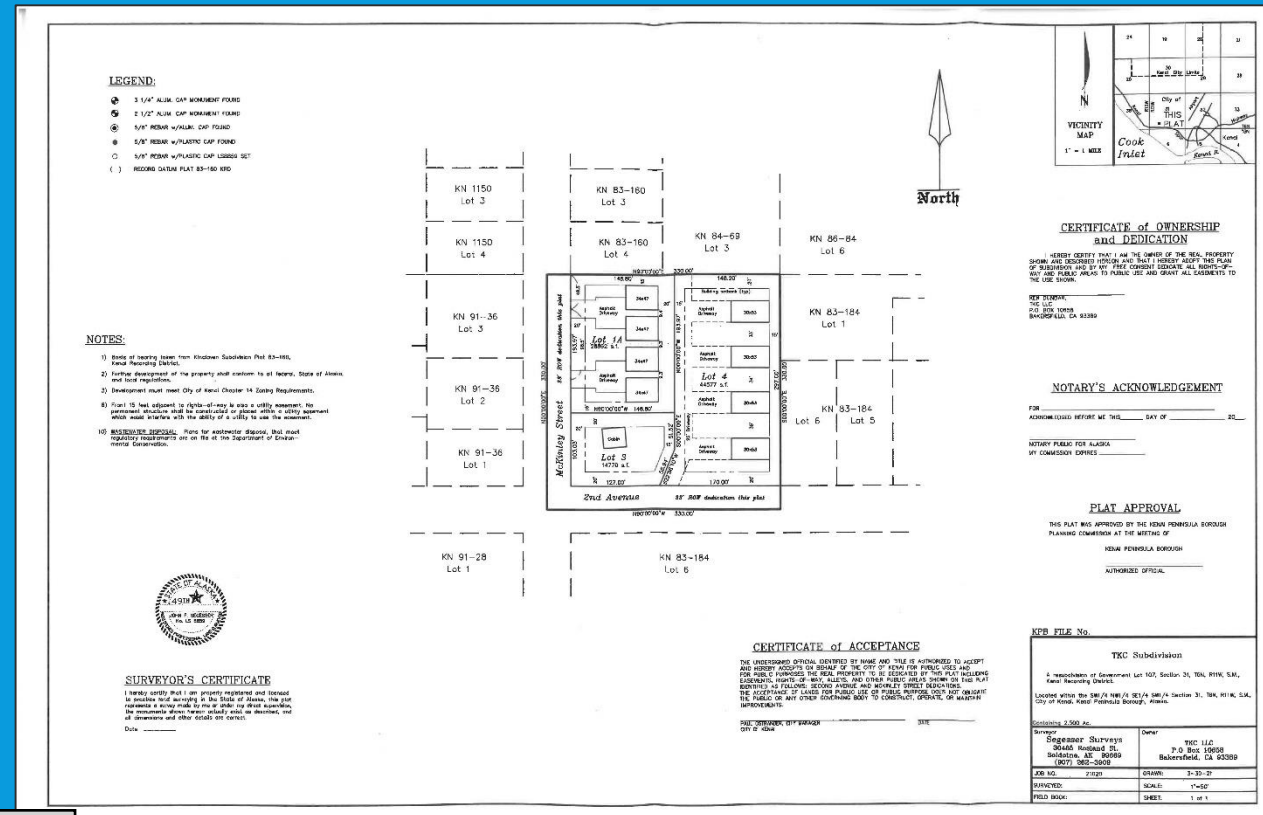
SUMMARY

- Segesser Surveys, LLC. has submitted a preliminary plat on behalf of the property owner, TKC, LLC.
- The Planning and Zoning Commission reviewed and passed Resolution PZ 2021-01 on January 27, 2021, allowing for eight additional single family dwellings units to be constructed on a 2.5 acre parcel. Subsequent to the issuance of the Conditional Use Permit, the property owner decided to divide the 2.5 acre parcel into three lots.



PRELIMINARY PLAT

- The plat affects the parcel described as Government Lot 107, Section 31, Township 6 North, Range 11West, Seward Meridian.
- The plat will subdivide the 2.5 acre Government Lot 107, into three smaller lots.
- Lot 1A will consist of approximately 28,862 square feet; Lot 3, will consist of approximately 14,770 square feet; and Lot 4, will consist of approximately 44,577 square feet.



STAFF ANALYSIS

- Access to the proposed Lot 1A is provided via McKinley Street which is a paved City maintained road. Access to the proposed Lots 3 and 4, is provided via Second Avenue which is a paved City maintained road.
- There is an existing building located on the proposed Lot 3 which is connected to City water and sewer services. There are water and sewer lines located in the rights-of-way of McKinley Street and Second Avenue and the eight family dwellings will connect to those services. An installation agreement is not required.
- The preliminary plat meets requirements of KMC Subdivision design standards and KMC 14.10.080 Minimum improvements required under Chapter 14.10 Subdivision Regulations.

RECOMMENDATIONS

- City staff recommends approval of the preliminary plat of TKC Subdivision, subject to the following conditions:
 - 1. Further development of the property shall conform to all federal, State of Alaska, and local regulations.
 - 2. The plat number referenced for the Kenai Christian Church lot, which lies to the South is labeled incorrectly; the plat number should be changed to KN2011-52.

ATTACHMENTS

- 1. Resolution No. PZ2021-06
- 2. Application
- 3. Preliminary Plat
- 4. Aerial Map

1. RESOLUTION



**CITY OF KENAI
PLANNING AND ZONING COMMISSION
RESOLUTION NO. 2021-06**

A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI **RECOMMENDING** THAT TKC SUBDIVISION HERETO BE APPROVED

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

WHEREAS, the plat meets Municipal Code requirements of the Suburban Residential (SR) zone; and,

WHEREAS, street names are referenced correctly; and,

WHEREAS, access to the proposed Lot 1A is provided via McKinley Street which is a paved City maintained road. Access to the proposed Lots 3 and 4, is provided via Second Avenue which is a paved City maintained road; and

WHEREAS, there is an existing building located on the proposed Lot 3 which is connected to City water and sewer services. There are water and sewer lines located in the rights-of-way of McKinley Street and Second Avenue and the eight family dwelling units will connect to those services. An installation agreement is not required; and

WHEREAS, the Planning and Zoning Commission finds:

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

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

Section 1. That the preliminary plat of TKC SUBDIVISION be approved subject to the following conditions:

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

Resolution No. PZ2021-06
Page 2 of 2

2. The plat number referenced for the Kenai Christian Church lot which lies to the South is labeled incorrectly; the plat number should be changed to KN2011-52.


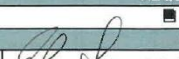
PASSED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI, ALASKA, this 14th day of April, 2021.

JEFF TWAIT, CHAIRPERSON

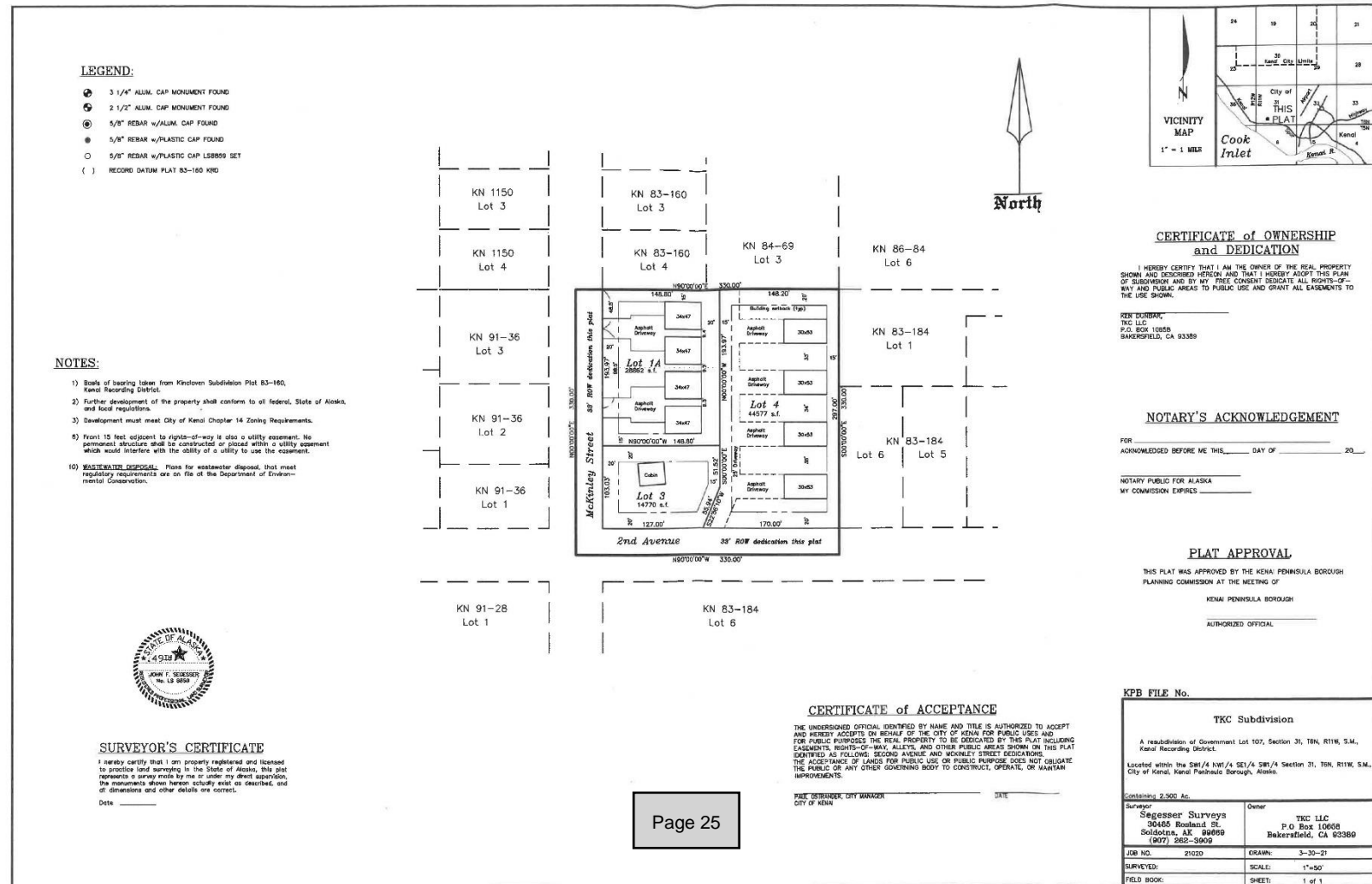
ATTEST:

JAMIE HEINZ MMC, CITY CLERK

2. APPLICATION

 Preliminary Plat Submittal Form		City of Kenai Planning and Zoning Department 210 Fidalgo Avenue Kenai, AK 99611 (907) 283-8200 planning@kenai.city www.kenai.city/planning	
APPLICANT (SURVEYOR)			
Name:	Segesser Surveys Inc		
Mailing Address:	30485 Rosland St	City: Soldotna	State: AK Zip Code: 99669
Phone Number(s):	907-262-3909, 907-252-3421		
Email:	seggy@ptialaska.net		
PROPERTY OWNER			
Name:	TKC LLC		
Mailing Address:	P.O. Box 10658	City: Bakersfield	State: CA Zip Code: 93389
Phone Number(s):			
Email:			
PROPERTY INFORMATION			
Property Owner Name:	TKC LLC		
Current City Zoning:			
Use:	<input checked="" type="checkbox"/> Residential <input type="checkbox"/> Recreational <input type="checkbox"/> Commercial <input type="checkbox"/> Other:		
Water:	<input type="checkbox"/> On Site <input checked="" type="checkbox"/> City <input type="checkbox"/> Community		
Sewer:	<input type="checkbox"/> On Site <input checked="" type="checkbox"/> City <input type="checkbox"/> Community		
PLAT INFORMATION			
Preliminary Plat Name:	TKC Subdivision		
Revised Preliminary Plat Name:			
Vacation of Public Right-of-Way:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Street Name (if vacating ROW):			
Exceptions Required and Requested:			
Comments:			
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> RECEIVED CITY OF KENAI DATE 2/11/2021 PLANNING DEPARTMENT </div>			
REQUIRED ATTACHMENTS			
<input checked="" type="checkbox"/> Certificate to Plat <input checked="" type="checkbox"/> (1) _____ <input type="checkbox"/> (2) 11" x 17" Plats			
Signature:			Date: 2-11-21
Print Name:	John Segesser	Title/Business:	President/ Segesser Surveys Inc

3. PRELIMINARY PLAT



4. AERIAL MAP



File Attachments for Item:

1. City Council



Kenai City Council - Regular Meeting

April 07, 2021 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

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

www.kenai.city

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. **Steven Rouse** - Kenai Peninsula Housing Initiatives (KPHI) Report on Senior and Affordable Rental Housing on City of Kenai Donated Land.
2. **Pat Porter** - Kenai Dog Park Update.
3. **Coy West** - Presentation on City of Kenai Marketing.

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. 3196-2021** - Accepting and Appropriating Federal Funds from the Institute of Museum and Library Services Passed Through the Alaska State Library for Employee Training.
2. **ENACTED UNANIMOUSLY. Ordinance No. 3197-2021** - Amending Kenai Municipal Code Section 23.50.010 - Employee Classification, to Amend the Class, Title, and Range, to Include a Capital Projects Manager.
3. **ENACTED UNANIMOUSLY. Ordinance No. 3198-2021** - Amending Kenai Municipal Code Section 1.15.130 - Telephonic Participation, to Provide for Remote Electronic Participation.

4. **ENACTED UNANIMOUSLY. Ordinance No. 3199-2021** - Conditionally Waiving Certain Provisions of Title 17- Public Utilities and Enterprises, Related to Penalty, Interest and Shutoff for Nonpayment of Fees for Water and Sewer Utility Customers that Certified to the City That They Were Impacted by COVID-19 Pursuant to the City Manager’s Executive Order No. 2 During the Effective Period of the City’s Emergency Disaster Declaration.
5. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3200-2021** - Accepting and Appropriating an Amendment to a COVID CARES Act for Older Adults and Their Caregivers 2021 Grant Passed through the State of Alaska for Kenai Senior Center Expenditures in Support of its Response to the COVID-19 Public Health Emergency.
6. **ENACTED UNANIMOUSLY. Ordinance No. 3201-2021** - Increasing Estimated Revenues and Appropriations in the Airport Fund and Appropriating Funds in the Airport Snow Removal Equipment Capital Project Fund for the Purchase of Snow Removal Equipment – Multi-Purpose Broom/Blower.
7. **ENACTED UNANIMOUSLY. Ordinance No. 3204-2021** - Increasing Estimated Revenues and Appropriations in the General Fund to Provide Funding for Approved Small Businesses Grants in Excess of Budgeted Amounts for the Grant Disbursement Program for Small Businesses that Did Not Previously Apply for Full Assistance from the City in 2020.
 1. Motion for Introduction
 2. Motion for Second Reading (Requires a Unanimous Vote)
 3. Motion for Adoption (Requires Five Affirmative Votes)
8. **ADOPTED UNANIMOUSLY AS AMENDED. Resolution No. 2021-20** - Adopting Policy No. 2021-01, Procedures for Selecting and Appointing a Qualified Person or Persons to Fill Vacancies on the City Council.
9. **ADOPTED UNANIMOUSLY. Resolution No. 2021-21** - Approving Development Incentives for a Lease of Airport Reserve Lands for Schilling Rentals, LLC., on Lot 5A, Block 1, FBO Subdivision 2018 Replat.
10. **ADOPTED UNANIMOUSLY. Resolution No. 2021-22** - Authorizing a Budget Transfer in the Airport Fund, Airfield Department and Authorizing Award of a Contract for Sand Screening.
11. **ADOPTED UNANIMOUSLY. Resolution No. 2021-23** - Approving an Administrative Permit Process for Commercial Removal of Dead or Dying Trees from City Property.

E. MINUTES

1. **ADOPTED UNANIMOUSLY AS AMENDED.** *Regular Meeting of March 17, 2021.

F. UNFINISHED BUSINESS

G. NEW BUSINESS

1. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Bills to be Ratified.
2. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Liquor License Renewals for Three Bears and Playa Azul.

3. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 4/21/2021.**
*Ordinance No. 3202-2021 - Amending Kenai Municipal Code Sections 1.15.120, Rules Of Order, and 1.90.050, Proceedings, to Adopt the Most Current Edition of Robert's Rules of Order Newly Revised as the Adopted Rules of Parliamentary Procedure for the City Council and for City Boards, Commissions, and Committees.
4. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 4/21/2021.**
*Ordinance No. 3203-2021 - Accepting and Appropriating a Volunteer Fire Assistance Grant from the United States Department of Agriculture Forest Service Passed Through the State of Alaska Division of Forestry for the Purchase of Forestry Firefighting Equipment.
5. **APPROVED UNANIMOUSLY. Action/Approval** - Special Use Permit to Kenai Home Builder's Association for the Use of the Multipurpose Facility.
6. **APPOINTMENT OF JANET PHILLIPS CONFIRMED. Action/Approval** - Confirmation of Mayoral Nomination for Appointment to Beautification Committee.
7. **Discussion** - Condition of the Kenai Recreation Center.
8. **Discussion** - Spruce Bark Beetle Mitigation Planning.
9. **Discussion** - Hazard Pay for City Employees.
10. **Discussion** - COVID-19 Response.

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**

N. **ADJOURNMENT**

O. **INFORMATION ITEMS**

1. Purchase Orders Between \$2,500 and \$15,000

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

Join Zoom Meeting

<https://us02web.zoom.us/j/82166791799>

Meeting ID: 821 6679 1799 **Passcode:** 737448

OR

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

Meeting ID: 821 6679 1799 **Passcode:** 737448

File Attachments for Item:

2. Kenai Peninsula Borough Planning



Planning Commission Tentative Agenda

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

Melanie Aeschliman, Planning Director • Charlie Pierce, Borough Mayor

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

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

Paulette Bokenko-Carluccio – City of Seldovia ~ Cindy Ecklund – City of Seward ~ Pamela Gillham – Ridge Way

Davin Chesser – Northwest Borough ~ Diane Fikes – City of Kenai ~ Virginia Morgan – East Peninsula ~ Franco Venuti – City of Homer

**April 12, 2021
7:30 p.m.**

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

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

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

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF CONSENT AND REGULAR 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. Echo Hills Subdivision 2020 Replat: KPB File 2020-099
- b. Tuxedni North: KPB File 2020-134

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

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

***6. Commissioner Excused Absences**

- a. Blair Martin, Kalifornsky Beach
- b. Syverine Abrahamson-Bentz, Anchor Point/Ninilchik

***7. Minutes**

- a. March 15, 2021 Planning Commission Meeting

D. OLD BUSINESS - None**E. NEW BUSINESS**

1. Right-of-Way Time Extension Request
KPB 2019-117V; Approved 10/28/19 for One Year
Mountain Ash Street, Dedicated by Forest Hills Lookout Sub Amended, KN 86-204
2. Street Name Change
SN Resolution 2021-03
Unnamed Private Rd.; Location: SEC 22, T01N, R01W, S.M., KPB
Bear Creek Community; ESN 752
Proposed Name: Woodland Hollow Ct.
3. Utility Easement Vacation
KPB File 2021-010V; Petitioner: Ronald F. Black of Nikiski, AK
Vacate a 10' x 30' utility easement within Lot 6, adjoining Pembroke Drive, granted by Green Forest Subdivision; Plat KN 84-309
4. Utility Easement Vacation
KPB File: 2021-034V; Petitioner: Jacob J. Doth of Nikiski
Vacate a 10' utility easement, excluding the west 20', adjoining the north boundary of Lot 17, Block 2, granted by Forest Subdivision Part 1: Plat KN 82-76
5. Utility Easement & Anchor Easement Vacations
KPB File: 2021-026V; Petitioner: Mirimia Sanarov of Homer, AK
 - a. Vacate a 10' utility easement adjoining the south boundary of Lot 2-C Block 1, excluding the 20 feet adjoining Mountain Vista Court, granted by Mountain Glacier Estates Sub Part 4 Amended, Plat HM 83-20
 - b. Vacate a 10' by 30' anchor easement within the Lot 2-C Block 1 excluding the 20 feet adjoining Mountain Vista Court, granted by Mountain Glacier Estates Sub Part 2, Plat HM 81-22;
6. Negotiated Lease
Ordinance 2021-14: An ordinance authorizing a negotiated lease with Alaska Department of Transportation & Public Facilities for staging and material disposal in support of the Sterling Highway MP 45-60 Construction Project near Cooper Landing.
7. Negotiated Lease
Ordinance 2021-13: An ordinance authorizing a negotiated lease of Tract C Quartz Creek subdivision with Kiewit Infrastructure West Company for staging in support of the Sterling Highway MP 45-60 Construction Project near Cooper Landing
8. Conditional Land Use Permit (CLUP) - Modification of an approved CLUP for material extraction
Applicant: River Resources, LLC
Location: 34386 Patson Rd., Soldotna, AK 99669; PINs: 135-243-13 & 135-243-29
9. Retail Marijuana Store License
Applicant: Greenstar, Inc.; Land Owner: Otium Sanctum, LLC
Location: 40593 Kalifornsky Beach Rd., Soldotna, AK 99669; PIN: 055-040-33
10. Marijuana Manufacturing Facility License
Applicant: Gold Star Concentrates; Land Owner: Otium Sanctum, LLC
Location 40593 Kalifornsky Beach Rd., Soldotna, AK 99669: PIN 055-04033

F. PLAT COMMITTEE REPORT - Plat Committee will review 11 Plats

G. OTHER

1. Assembly Chamber Update

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

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, April 26, 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.**

ADVISORY PLANNING COMMISSION MEETINGS

ADVISORY COMMISSION	MEETING LOCATION	DATE	TIME
Anchor Point	Zoom	May 6, 2021	7:00 PM
Cooper Landing	Zoom	May 5, 2021	6:00 PM
Funny River	Funny River Community Center	May 5, 2021	7:00 PM
Kalifornsky	Zoom	May 5, 2021	6:00 PM
Kachemak Bay	Zoom	May 6, 2021	7:00 PM
Moose Pass	Inactive	TBD	N/A
Hope / Sunrise	Zoom	May 5, 2021	7:00 PM

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

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

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

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

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

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



Plat Committee Tentative Agenda

144 N. Binkley Street, Soldotna, Alaska 99669 • (907) 714-2215 • (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
Paulette Bokenko-Carluccio – City of Seldovia ~ Robert Ruffner – Kasilof/Clam Gulch
Pamela Gillham – Ridge Way ~ Cindy Ecklund – City of Seward ~ Franco Venuti, Alternate – City of Homer

April 12, 2021
6:00 p.m.

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A. CALL TO ORDER

B. ROLL CALL

1. Election of Officers

C. APPROVAL OF CONSENT AND REGULAR AGENDA

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***1. Agenda**

***2. Member / Alternate Excused Absences**

***3. Minutes**

- a. Plat Committee March 15, 2022 Meeting Minutes

D. OLD BUSINESS - None

E. NEW BUSINESS

1. Bluff Haven Estates 2021 Replat
KPB File: 2021-030; [Geovera, LLC / Evensen]
Location: Sterling Hwy. & Bluff Road – Diamond Ridge Area
Kachemak Bay APC

2. Kachemak Vista Subdivision 2021
KPB File: 2021-023; [Ability Surveys / Adele Josepho Family Trust]
Location: Skyline Dr. & Taylor Ave. – Fritz Creek Area
Kachemak Bay APC
3. Townsite of Kenai 2021 Kenaitze Replat
KPB File: 2021-13; [Edge Survey & Design / Kenaitze Indian Tribe IRA & Kenaitze Indian Tribe]
Location: Overland Ave., Mission Ave. & Upland St.
City of Kenai
4. Beaver Dam Estates Part Seven
KPB File: 2021-025; [Segesser Surveys / Thibodeau]
Location: K-Beach Rd., Eider Dr., & Mallard Rd. – Kalifornsky Area
Kalifornsky APC
5. FBO Subdivision No. 10
KPB File 2021-037; [Segesser Surveys / City of Kenai]
Location: Floatplane Rd., Main St., Geebe E Ave. & N. Willow St.
City of Kenai
6. Hysten 2021 Addition
KPB File 2021-024; [Johnson Surveying / Hysten]
Location: Tovarish Rd., Cecelia St. & Aspen Ave.
Ninilchik Area
7. Tesch Subd 2021 Addn
KPB File: 2021-032; [Johnson Surveying / Gagnon & Fanning]
Location: Cass Ave. & Odman St.
Ninilchik Area
8. Folz Subdivision 2021 Addition
KPB File: 2021-036; [McLane Consulting Group / ZPA, LLC]
Location: Milepost 3.5 Seward Hwy.
Bear Creek Area
9. Lakewood Estates 2021 Replat
KPB File: 2021-035; [McLane Consulting Group / Myers, Mehler & Mehler III]
Location: Sterling Hwy. to Lakewood Rd.
Sterling Area
10. Rex W. Eagle Homestead 2021 Replat
KPB File: 2021-033; [McLane Consulting Group / Richeson & Eagle]
Location: Mink Ave., Magpie St. & Golden Eagle Ave.
Ridgway Area
11. Rozak Subdivision
KPB File: 2021-028; [McLane Consulting Group / Rozak]
Location: Derks Lake Rd., Cinnamon St. & Mill Ave.
Sterling Area

F. PUBLIC COMMENT**G. ADJOURNMENT**

MISCELLANEOUS INFORMATIONAL ITEMS**NEXT REGULARLY SCHEDULED PLAT COMMITTEE MEETING**

The next regularly scheduled Planning Commission meeting will be held **Monday, April 26, 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.**

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

Written comments will be accepted until 1:00 p.m. on the last business day (usually a Friday) before the day of the Plat Committee meeting in which the item is being heard. If voluminous information and materials are submitted staff may request seven copies be submitted. Maps, graphics, photographs, and typewritten information that is submitted at the meeting must be limited to 10 pages. Seven copies should be given to the recording secretary to provide the information to each Committee member. If using large format visual aids (i.e. poster, large-scale maps, etc.) please provide a small copy (8 ½ x 11) or digital file for the recording secretary. Audio, videos, and movies are not allowed as testimony. If testimony is given by reading a prepared statement, please provide a copy of that statement to the recording secretary.

An interested party may request that the Planning Commission review a decision of the Plat Committee by filing a written request within 10 days of the written notice of decision in accordance with KPB 2.40.080.