

**KENAI PLANNING & ZONING COMMISSION  
REGULAR MEETING  
AUGUST 22, 2018 – 7:00 P.M.  
KENAI CITY COUNCIL CHAMBERS  
210 FIDALGO AVENUE, KENAI, ALASKA  
CHAIR JEFF TWAIT, PRESIDING**

**MINUTES**

**1. CALL TO ORDER**

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

**a. Pledge of Allegiance**

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

**b. Roll Call**

Commissioners present: Chair J. Twait, G. Greenberg, J. Halstead, V. Askin

Commissioners absent: Vice-Chair R. Springer, D. Fikes, K. Peterson

Staff/Council Liaison present: City Planner E. Appleby, Deputy City Clerk J. Kennedy,  
Council Liaison H. Knackstedt

A quorum was present.

**c. Agenda Approval**

Chair Twait noted the following addition to the packet:

Add: 6(a) E-mail of Support – John Hammelman

**MOTION:**

Commissioner Halstead **MOVED** to approve the agenda with the addition of the laydown item for 6(a) and Commissioner Askin **SECONDED** the motion. There were no objections; **SO ORDERED**.

**d. Consent Agenda**

**MOTION:**

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

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

as part of the General Orders.

e. \*Excused absences – R. Springer, D. Fikes, K. Peterson

2. **\*APPROVAL OF MINUTES:** August 8, 2018

The minutes were approved by the Consent Agenda.

3. **SCHEDULED PUBLIC COMMENT:** (10 minutes) None scheduled.

4. **UNSCHEDULED PUBLIC COMMENT:** (3 minutes)

Ryan Tunseth provided an update on the status of his marijuana retail store in Kenai. It passed the final inspection and scheduled to open on September 1. Mr. Tunseth invited Commission members to tour the store and ensured that it would be following the committed operating plan. He further noted the next scheduled Marijuana Control Board Meeting would be in Kenai on October 16 - 17.

5. **CONSIDERATION OF PLATS** – None.

6. **PUBLIC HEARINGS**

- a. **Resolution PZ2018-19** – A Resolution of the Planning and Zoning Commission recommending the Council of the City of Kenai, Alaska amend Kenai Municipal Code Section 14.20.151 – Application for Conditional Use Permit for Surface Extraction of Natural Resources

The City Planner reviewed the memo and resolution, summarizing the changes reflected during the discussion at the August 8 Commission meeting. It was clarified that the two changes for surface extraction of natural resource permits included the requirement for the site plan to be certified or prepared by an appropriate professional discipline and the proposed surface extraction to be located outside of the currently designated 1 percent Annual Chance Flood Zone (100-year floodplain), 0.2 percent Annual Chance Flood Zone (500-year floodplain), or high hazard coastal areas.

The City Planner clarified interest was noted at the last meeting to put a moratorium on surface extraction permits until the Kenai Peninsula Borough work group completed their recommendations. She noted if it was of interest, she would develop a resolution for review at the next Commission meeting on September 12.

**MOTION:**

Commissioner Halstead **MOVED** to adopt Resolution No. PZ2018-19 and Commissioner Askin **SECONDED** the motion.

Chair Twait opened the floor for public testimony.

Resident, Dale Sandahl spoke in support of Resolution PZ2018-19 and the laydown provided.

Resident, Kristine Schmidt spoke in support of the change in code but noted it should also have objective and minimal standards in place (i.e. hours of operations, number of trucks per day, road damage remedy, noise levels, lighting, and safety requirements).

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

Commissioners expressed support and noted more specificity may be of interest in the future.

**VOTE:**

YEA: Twait, Halstead, Askin, Greenberg

NAY:

**MOTION PASSED UNANIMOUSLY.**

**MOTION:**

Commissioner Askin **MOVED** to add a Public Hearing agenda item to the September 12 Commission meeting to discuss a moratorium on surface extraction permits and Commissioner Greenberg **SECONDED** the motion.

**VOTE:**

YEA: Halstead, Askin, Greenberg, Twait

NAY:

**MOTION PASSED UNANIMOUSLY.**

7. **UNFINISHED BUSINESS** – None.

8. **NEW BUSINESS** – None.

9. **PENDING ITEMS**: None.

10. **REPORTS**:

a. **City Council** – Council Member Knackstedt reviewed the action agenda from the August 15 City Council Meeting. He specifically noted an approval of an amendment for a 20-year extension of the lease for the Kenai Golf Course.

b. **Borough Planning** – None.

c. **Administration** – City Planner Appleby clarified her previous Sign Code update noting the request for a Memorandum of Agreement (MOA) with the State of Alaska would actually be a Formal Enforcement Agreement. Appleby also reported the following:

- She met with the Public Works Department and received additional input on the Sign Code;
- She followed-up in-person regarding residential code enforcement and had immediate success with compliance compared to just sending letters or phone calls; she plans to continue that method;
- She discussed with the Police Department about interacting with neighborhood watch groups;
- Working with Parks and Recreation Department to develop a lunch-time trash

pick-up on the Kenai trails that will offer an opportunity for people to enjoy the trails more and become more familiar with all the trails in Kenai;

- She requested to have a drop-off location available in Kenai for Peninsula Electronics Recycling Day in the Spring 2019;
- Recently a survey was sent out for assessing bicycle facilities and the experience of bicyclists in the City of Kenai and she encouraged sharing the link and providing individual input; and
- The new Kenai Visitors Guide was coming together with collaboration from several individuals and accepting unique photos, offering photo credit to include in it.

#### **11. ADDITIONAL PUBLIC COMMENT**

Kristine Schmidt noted the State of Alaska sign code enforcement of political signs in the right-of-way was getting stricter. Ms. Schmidt further commented she was hoping that the Kenai Peninsula Borough GIS parcel viewer would be integrated with the City of Kenai interactive zoning map, and be made available to the public.

The City Planner offered to look into what was available on the City of Kenai website and email the link(s).

#### **12. INFORMATIONAL ITEMS – None.**

#### **13. NEXT MEETING ATTENDANCE NOTIFICATION: September 12, 2018**

Commissioner Askin noted she would be absent.

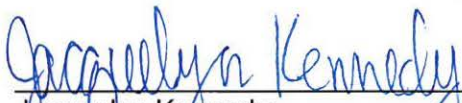
#### **14. COMMISSION COMMENTS & QUESTIONS**

Commissioners expressed thanks for the information provided.

#### **15. ADJOURNMENT**

There being no further business before the Commission, the meeting was adjourned at 7:46 p.m.

Minutes prepared and submitted by:

  
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Jacquelyn Kennedy  
Deputy City Clerk

