

**KENAI PLANNING & ZONING COMMISSION
REGULAR MEETING
DECEMBER 12, 2018 – 7:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVENUE, KENAI, ALASKA
VICE-CHAIR ROBERT SPRINGER, PRESIDING**

MINUTES

1. CALL TO ORDER

Commission Vice-Chair Springer called the meeting to order at 7:00 p.m.

a. Pledge of Allegiance

Commission Vice-Chair Springer led those assembled in the Pledge of the Allegiance.

b. Roll Call

Commissioners present: Vice-Chair R. Springer, K. Peterson, G. Greenberg, J. Halstead, V. Askin

Commissioners absent: Chair J. Twait, D. Fikes

Staff/Council Liaison present: City Planner E. Appleby, Deputy City Clerk J. LaPlante, Council Liaison B. Molloy

A quorum was present.

c. Agenda Approval

MOTION:

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

d. Recognition of Commissioner Peterson

Council Member Molloy read a letter from Mayor Brian Gabriel recognizing Commissioner Peterson's commitment and time on the Planning and Zoning Commission.

e. 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.

f. *Excused absences – Chair Jeff Twait, D. Fikes

2. ***APPROVAL OF MINUTES** – November 14, 2018

The minutes were approved by the Consent Agenda.

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

4. **UNSCHEDULED PUBLIC COMMENT** – (3 minutes) None.

5. **CONSIDERATION OF PLATS**

- a. **Resolution PZ2018-29** – Original Preliminary Plat of Kenai Townsite, 2018 Addition, submitted by Johnson Surveying, Box 27, Clam Gulch, AK 99568, on behalf of the City of Kenai, 210 Fidalgo Ave., Kenai, Alaska 99611

The City Planner reviewed the staff report as provided in the meeting packet and specifically noted it affected five parcels that the City of Kenai wished to include in the Bluff Erosion Stabilization Project. It was further noted that Lot 5A would remain unchanged, with the exception of a temporary work easement to provide access for construction and maintenance of the Bluff Erosion Stabilization Project. Specifics of each parcel was noted by the City Planner, as detailed in the packet.

The City Planner reported that staff recommended approval of this preliminary plat, subject to the following conditions:

- Further development of the property shall conform to all federal, State of Alaska, and local regulations;
- The ten foot (10') utility easement located along the northern boundary of Lot 5A designated on the Original Townsite of Kenai Laddville Replat, Plat Number 94-91 should be delineated on the preliminary plat;
- The public right-of-way easement along the northern boundary of Lot 5A designated on the Original Townsite of Kenai Laddville Replat, Plant Number 94-91 as recorded in Book 29 at Page 128 should be delineated on the preliminary plat;
- The fifteen foot (15') Electrical Distribution Line Easement along the west boundary of Lot 10B as designated on Miller House Subdivision, Plat Number 95-37 should be delineated on the proposed plat; and
- Any applicable plat notes from the plats of Original Townsite of Kenai Laddville Replat and Miller House Subdivision should be included as plat notes on the proposed plat.

MOTION:

Commissioner Askin **MOVED** to approve Resolution No. PZ2018-29 with staff recommendations and Commissioner Halstead **SECONDED** the motion.

Vice Chair Springer opened the floor for public testimony.

Jerry Johnson with Johnson Surveying clarified that a request to have the Outside Way right-of-way vacated was not included in the original plan and although it could be done and the access may be useful to the City, it would prolong the process at this point.

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

The City Planner provided clarification on the funding source, non-conforming structure(s) and setbacks.

VOTE:

YEA: Halstead, Peterson, Askin, Greenberg, Springer

NAY:

MOTION PASSED UNANIMOUSLY.

6. **PUBLIC HEARINGS** – None.

7. **UNFINISHED BUSINESS** – None.

8. **NEW BUSINESS** – None.

9. **PENDING ITEMS** – None.

10. **REPORTS**

a. **City Council** – Council Member Molloy reviewed the action agenda from the December 5 City Council Meeting. He specifically noted confirmation of member appointments to the Planning and Zoning Commission, Beautification Committee, and the Council on Aging. He further noted that in the months of January, July and November of 2019 Council would only have one meeting. Lastly, he clarified the status of the Field of Flowers and plans forward would be reviewed during the budget process in May 2019.

b. **Borough Planning** – No report.

c. **Administration** – City Planner Appleby reported on the following:

- The Feasibility Study Report on the Bluff Erosion Stabilization Project was released and available on the websites of the U.S. Army Corps of Engineers and the City of Kenai;
- The State of Alaska assigned a Consultant to work with City Administration on the Kenai Hazard Mitigation Plan;
- She expected to receive a proof of the 2019 Kenai Visitor's Guide next week as it is close to completion;
- Council Member Glendening would be attending the Kenai Peninsula Borough Alaska LNG Project Planning Meeting tonight while the draft Environmental Impact Statement (EIS) was expected in February 2019;
- The American Planning Association (APA) Alaska State Planning Conference is January 13-15, 2019 and the new Commission Member, Tim McIntyre would be in

- attendance; and
- She anticipated a Kenai sign code update at the January 23, 2019 Commission meeting.

The City Planner thanked Commissioner Peterson for his service on the Planning and Zoning Commission.

11. **ADDITIONAL PUBLIC COMMENT** – None.

12. **INFORMATIONAL ITEMS** – None.

13. **NEXT MEETING ATTENDANCE NOTIFICATION** – January 9, 2019

Commissioner Askin noted she would be absent.

14. **COMMISSION COMMENTS & QUESTIONS**

Commissioner Askin wished everyone a Merry Christmas and noted appreciation for Commissioner Peterson's calm sage advice during the meetings.

Commissioner Halstead expressed gratitude for Peterson's knowledge and contribution to the Planning and Zoning Commission over the last six years.

Commissioner Greenberg noted Commissioner Peterson's intuitiveness and boldness on the Commission.

Commissioner Peterson noted his time on the Planning on Zoning Commission was a learning experience, working with a diverse group, was proud to be a member for six years, and thanked the public for their trust in him.

Vice-Chair Springer thanked Council Member Molloy for his comments and wished Commissioner Peterson well with retirement.

15. **ADJOURNMENT**

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

Minutes prepared and submitted by:


Jacquelyn LaPlante
Deputy City Clerk

