

**KENAI PLANNING & ZONING COMMISSION
REGULAR MEETING
OCTOBER 10, 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, Vice-Chair R. Springer, D. Fikes, K. Peterson, G. Greenberg, J. Halstead, V. Askin

Commissioners absent:

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

A quorum was present.

c. Agenda Approval

MOTION:

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

d. Consent Agenda

MOTION:

Commissioner Peterson **MOVED** to approve the consent agenda and Commissioner Askin **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 – None.

2. ***APPROVAL OF MINUTES:** September 26, 2018

The minutes were approved by the Consent Agenda.

3. **SCHEDULED PUBLIC COMMENT** - None scheduled.

4. **UNSCHEDULED PUBLIC COMMENT** - None.

5. **CONSIDERATION OF PLATS:**

- a. **Resolution PZ2018-25** Original Preliminary Plat of Shadura Subdivision Nilchil Addition, submitted by McLane Consulting, Inc., P.O. Box 468, Soldotna, Alaska 99669, on behalf of Nilchil Solutions LLC, 508 S.Willow, Suite A, Kenai, Alaska

The City Planner reviewed the staff report as provided in the meeting packet and noted staff recommended approval of this plat, 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 shall declare the twenty-five (25) foot alley not needed for a public use and approve the vacation of the alley as shown on the preliminary plat;
- A signature line and notary block shall be added to the plat for the beneficiaries of the Deed of Trust encumbering the property to approve the plat; and
- The twenty (20) foot building front setback shall be delineated on the plat.

MOTION:

Commissioner Askin **MOVED** to adopt Resolution No. PZ2018-25 with staff recommendations and Commissioner Halstead **SECONDED** the motion.

Chair Twait opened the floor for public testimony.

McLane Consulting, Jason Nielman clarified they intended to upgrade the structure and currently are finalizing the engineering plans. He noted the plan was to lease to four businesses, move their office on-site, and potentially build other buildings on the lot.

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

VOTE:

YEA: Springer, Halstead, Peterson, Fikes, Askin, Greenberg, Twait
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 Knackstedt reviewed the action agenda from the October 3 City Council Meeting. He specifically noted there was an executive session to discuss financial renegotiation of the bowling alley with more information to come February 3, 2019; and the certification of the elections would occur at the October 17 City Council meeting.
- b. **Borough Planning** – Fikes reported the Commission met on October 8; nine plats were reviewed and eight of them were approved, and one was postponed; specifically approved in Kenai was the vacation of a portion of a section-line easement off Cannery Road, near Dunes Road Access. She further reported that the Material Site Plan Committee was starting back up and planned to meet in November.
- c. **Administration** – City Planner Appleby reported on the following:
 - The Planning and Zoning Department approved a Landscape Site Plan to Kenai Mini-Storage for an addition to the building;
 - The last TRASHercize event was spent at Millennium Square Park in preparation for the Pumpkin Festival on October 13;
 - A Kenai Area Start-Up Week Event was developed to support and celebrate local businesses as well as encourage new businesses, and scheduled for the week of November 11. The City of Kenai planned to sponsor an event, discussing City-owned lands and City land policies, themed *Policy with a Pint*; and
 - She attended a meeting this week for a potential Kenai Area Coordinated Transportation Plan and she would provide more information as it comes available.

The City Planner also provided an update on the Kenai Code enforcement cases from this summer through September.

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

12. **INFORMATIONAL ITEMS**

- a. Planning and Zoning Resolutions – Third Quarter 2018
- b. Code Enforcement – Third Quarter 2018
- c. Building Permits – Third Quarter 2018

13. **NEXT MEETING ATTENDANCE NOTIFICATION:** October 24, 2018

14. **COMMISSION COMMENTS & QUESTIONS** – None.

15. **ADJOURNMENT**

There being no further business before the Commission, the meeting was adjourned at 7:37 p.m.

Minutes prepared and submitted by:

Jacquelyn Kennedy

Jacquelyn Kennedy
Deputy City Clerk

