

**KENAI PLANNING & ZONING COMMISSION
REGULAR MEETING
SEPTEMBER 26, 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

Commissioners absent: J. Halstead, V. Askin

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

A quorum was present.

c. Agenda Approval

A correction was noted on Agenda Item 13. The next meeting date is October 10.

MOTION:

Commissioner Peterson **MOVED** to approve the agenda with the noted revision and Vice-Chair Springer **SECONDED** the motion. There were no objections; **SO ORDERED**.

d. Consent Agenda

MOTION:

Commissioner Peterson **MOVED** to approve the consent agenda and Vice-Chair Springer **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 – J. Halstead

2. ***APPROVAL OF MINUTES:** August 22, 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 PZ2018-23** Original Preliminary Plat of FBO Subdivision 2018 Replat, submitted by Segesser Surveys, 30485 Rosland St., Soldotna, Alaska 99669, on behalf of the City of Kenai, 210 Fidalgo Ave., Kenai, Alaska 99611

The City Planner reviewed the staff report noting the effect of the plat would vacate a property line and a utility easement; recommended approval of the replat, subject to the following conditions:

- Further development of the property shall conform to all federal, State of Alaska, and local regulations; and
- The Kenai City Council must approve the vacation of the twenty (20) foot utility easement as shown on the preliminary plat, pursuant to Kenai Municipal Code 22.05.110.

MOTION:

Commissioner Peterson **MOVED** to adopt Resolution No. PZ2018-23 with staff recommendations and Vice-Chair Springer **SECONDED** the motion.

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

VOTE:

YEA: Springer, Peterson, Fikes, Greenberg, Twait

NAY:

MOTION PASSED UNANIMOUSLY.

- b. **Resolution PZ2018-22** Original Preliminary Plat of Michael J. Pelch Homestead Jr. Addition No. 3, submitted by McLane Surveying, P.O. Box 468, Soldotna, AK 99669, on behalf of Michael J. Pelch, Jr., 3230 Harlow Rd., Eugene, OR 97401

The City Planner reviewed the staff report as provided in the packet noting the effect of the plat was a preliminary subdivision plat in an area where private wells and septic systems would be required; further noted the applicant had requested an alternative option to a turnaround. Staff recommended approval with the following conditions:

- Further development of the property shall conform to all federal, State of Alaska, and local regulations;
- Delineate the twenty (20) foot building front setback on the proposed plat;

- Delineate the ten (10) foot utility easement for Lots 1, 2, and 3 on the proposed plat;
- Amend the title block to read, as follows: Resubdivision of Michael J. Pelch Homestead Jr. Addition No. 2, Tract A and Lot 6 (KN2011-32), and a portion of the Southeast one-quarter (SE ¼), lying North of Beaver Loop Road, Section 2, T5N, R11W.
- Add note from Michael J. Pelch Homestead Jr. Addition No. 2 plat that “No access to state maintained rights-of-way permitted unless approved by the State of Alaska Department of Transportation”;
- Add note that Tracts A-2 and A-3 are specified as flag lots;
- The developer will install a T-shaped turnaround, also known as a hammerhead, as an acceptable alternative for emergency service vehicles or other large trucks to complete a turnaround;
- Pelch Drive will not be maintained by the City of Kenai unless it is engineered and constructed to City standards; and
- As City water and sewer services are not available in this area, private well and septic systems shall be installed by certified installers and approved by the State of Alaska, Department of Environmental Conservation (ADEC).

MOTION:

Vice-Chair Springer **MOVED** to adopt Resolution No. PZ2018-22 and Commissioner Peterson **SECONDED** the motion.

Chair Twait opened the floor for public testimony.

Sam McLane, McLane Consulting, spoke in favor of accepting the conditions; further noted Alaska Department of Environmental Conservation did not issue approvals of septic systems, but City of Kenai residents would follow State of Alaska restrictions on installers for septic and other State of Alaska regulations implemented by the Alaska Department of Environment Conservation.

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

The City Planner clarified the road would be private but publically accessible in emergencies.

Concern for public safety was expressed regarding flag lots and the ability to find addresses.

VOTE:

YEA: Peterson, Fikes, Greenberg, Twait, 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 Knackstedt reviewed the action agenda from the September 5 and 19 City Council Meetings.
- b. **Borough Planning** – Fikes reported the Commission met on September 17; eleven plats were reviewed and approved; a conditional use permit for erosion protection on Arc property on Sterling Highway was approved; and there was a presentation by Great Land Trust seeking a support letter for their Lofstedt property project.
- c. **Administration** – City Planner Appleby reported on the following:
- Temporary Lands Assistant starts on October 2;
 - Attended an Alaska LNG Plant Development Advisory Committee meeting noting an upcoming public meeting regarding road re-alignment and answering questions;
 - Attended a Board meeting for the Kenai Peninsula Economic Development District (KPEDD) noting a report and presentation would be provided at the next City Council meeting;
 - Continuing to work with an internal group and the Chamber of Commerce in updating the Kenai Visitors Guide;
 - Working closely with the Parks and Recreation Department on the TRASHercize lunch walks on the Kenai trails;
 - Working with the City Attorney and State of Alaska discussing the sign code update and its process before moving forward; and
 - The City Manager signed a Memorandum of Agreement with the Kenai Peninsula Borough to update the City of Kenai Hazard Mitigation Plan.

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

12. **INFORMATIONAL ITEMS** – None.

13. **NEXT MEETING ATTENDANCE NOTIFICATION:** October 10, 2018

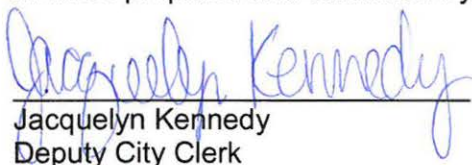
14. **COMMISSION COMMENTS & QUESTIONS**

Commissioners expressed thanks for the information provided.

15. **ADJOURNMENT**

There being no further business before the Commission, the meeting was adjourned at 7:45 p.m.

Minutes prepared and submitted by:


Jacquelyn Kennedy
Deputy City Clerk

