

**CITY OF KENAI
PLANNING & ZONING COMMISSION
CITY COUNCIL CHAMBERS
OCTOBER 25, 2017- 7:00 P.M.
COMMISSION CHAIR 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 Allegiance.

b. Roll Call

Commissioners present: D. Fikes, J. Twait, V. Askin, J. Halstead, G. Greenberg, K. Peterson, B. Springer

Staff/Council Liaison present: City Planner M. Kelley, City Clerk J. Heinz, and Council Liaison J. Glendening

A quorum was present.

c. Agenda Approval

MOTION:

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

d. Consent Agenda

MOTION:

Commissioner Askin **MOVED** to approve the consent agenda; Commissioner Peterson **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:

- a. *October 11, 2017

Minutes were approved by the consent agenda.

3. SCHEDULED PUBLIC COMMENT: (10 Minutes) None scheduled.

4. PERSONS PRESENT NOT SCHEDULED: (3 Minutes) None.

5. CONSIDERATION OF PLATS:

- a. **PZ17-34** – Original Preliminary Plat of Buxton Subdivision, Eagle Rock Addition, submitted by McLane Consulting, Inc., P.O. Box 468, Soldotna, AK 99669, on behalf of Castillo H2H Trust, 1509 Third Avenue, Kenai, AK 99611.

City Planner Kelley reviewed his staff report, which was provided in the packet, noting the plat reconfigured lots into a larger parcel and recommended approval with the following conditions:

- Further development of the property shall conform with all Federal, State, and local regulations;
- The City Council for the City of Kenai must approve the vacation of the 25 foot right-of-way for Coolidge Lane, and vacation of the five foot (5') utility easement pursuant to Kenai Municipal Code 22.05.110 and Kenai Peninsula Borough Code 20.28.100;
- The City Manager for the City of Kenai must sign the plat acknowledging acceptance by the City of Kenai of the final plat.

MOTION:

Commissioner Springer **MOVED** to approve Resolution No. PZ17-34 with staff recommendations and Commissioner Halstead **SECONDED** the motion.

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

The applicant, Eddie Castillo, noted he intended to consolidate the lots to ensure the trees near him would remain.

VOTE:

YEA: Fikes, Greenberg, Askin, Twait, Halstead, Peterson, 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 Glendening reviewed the Action Agenda for the October 19 City Council meeting which was provided in the packet.
- b. Borough Planning – Kenai Peninsula Borough Planning Commissioner Fikes reviewed action from the October 23 Borough Planning Commission meeting noting ten plats were approved; a marijuana cultivation facility was approved; a Conditional Use Permit for resource extraction in Nikiski was postponed; and the Borough Comprehensive Plan was reviewed.
- c. Administration – City Planner M. Kelley asked if the Commission wanted to cancel the second meetings in November and December due to holidays.

It was decided the second meetings in November and December would be cancelled.

11. PERSONS PRESENT NOT SCHEDULED: None.

12. INFORMATIONAL ITEMS: None.

13. NEXT MEETING ATTENDANCE NOTIFICATION: November 8, 2017

Commission Chair Twait noted he would be absent.

14. COMMISSION COMMENTS & QUESTIONS: None.

15. ADJOURNMENT:

There being no further business before the Commission, the meeting was adjourned at 7:24 p.m.

Minutes prepared and submitted by:



Jamie Heinz, CMC
City Clerk

