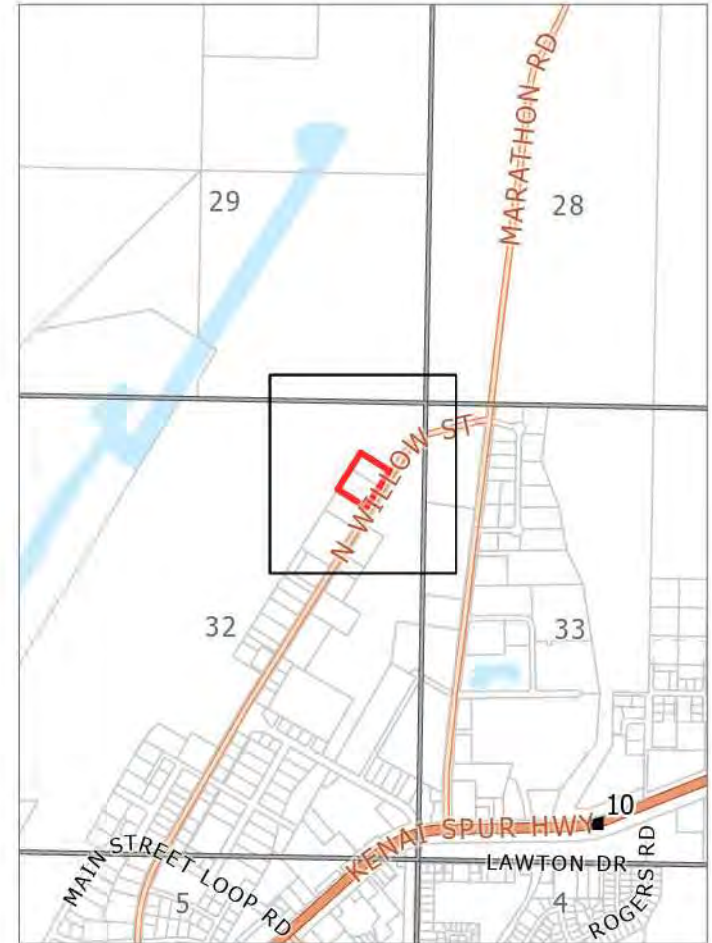


E. NEW BUSINESS

- 7. FBO Subdivision 2024 Addition; KPB File 2024-137
Edge Survey & Design / City of Kenai
Location: North Willow Street
City of Kenai**



KPB FILE 2024-137
T06N R11W
Sec 32
KENAI

The information depicted hereon is for a graphical representation only of best available sources. The Kenai Peninsula Borough assumes no responsibility for any errors on this map.



Aerial Map



The information depicted hereon is for a graphical representation only of best available sources. The Kenai Peninsula Borough assumes no responsibility for any errors on this map.

LS 6101
S29
1/4
S32
2009

3 1/4" ALUMINUM CAP MONUMENT
PER (R1)

(S89°59'56"W 2642.44')

GLO
V6N
S29 S28
S32 S33
R11W
1921

2 1/2" BRASS CAP
MONUMENT
PER (R1)

TRACT B
KN 2021-58

LOT 5C
4.499 ACRES

TRACT C
KN 2021-58

LOT 4A
KN 2021-44

PRELIMINARY PLAT

KPB 2024-137



NOTES

- THIS PLAT IS SUBJECT TO THE CITY OF KENAI ZONING REGULATIONS.
- ANY PERSON DEVELOPING THIS PROPERTY IS RESPONSIBLE FOR OBTAINING ALL REQUIRED LOCAL, STATE, AND FEDERAL PERMITS, INCLUDING AN ARMY CORPS OF ENGINEERS WETLAND DETERMINATION IF APPLICABLE.
- EXCEPTIONS TO KPB 20.30.030 - PROPOSED STREET LAYOUT AND KPB 20.30.170 - BLOCK LENGTH WERE GRANTED FOR THE PARENT PLAT AT THE PLAT COMMITTEE MEETING OF APRIL 12, 2021 AND ARE BEING CARRIED FORWARD FOR THIS PLATTING ACTION.
- COVENANTS, CONDITIONS, AND RESTRICTIONS WHICH MAY AFFECT THIS SUBDIVISION ARE RECORDED ON JUNE 1, 1976 IN BK 96 PAGE 492 KENAI RECORDERS OFFICE.
- THE KENAI PENINSULA BOROUGH WILL NOT ENFORCE PRIVATE COVENANTS, EASEMENTS, OR DEED RESTRICTIONS PER KPB 20.80.170.
- THIS SUBDIVISION MAY BE AFFECTED BY THE FOLLOWING EASEMENTS AND LEASES AS RECORDED IN THE KENAI RECORDS:
 - GRANT OF INGRESS AND EGRESS RECORDED JUNE 29, 1979 AT BK 144 PAGE 474.
 - UTILITY EASEMENT GRANTED TO HOME ELECTRIC ASSOCIATION, INC. RECORDED ON MARCH 9, 1994 AT BK 435 PAGE 610
 - UTILITY EASEMENT GRANTED TO HOME ELECTRIC ASSOCIATION, INC. RECORDED ON FEB. 26, 2008 AT SERIAL NO. 2008-001942-0
 - OIL AND GAS LEASE RECORDED ON MARCH 7, 2011 AT SERIAL NO. 2011-002197-0
 - NATURAL GAS PIPELINE EASEMENT GRANTED TO BUCCANEER ALASKA OPERATIONS, LLC RECORDED ON SEPT. 30, 2011 AT SERIAL NO. 2011-009265-0 AND MARCH 15, 2012 AT SERIAL NO. 2013-002426-0.
 - UTILITY EASEMENT GRANTED TO ALASKA COMMUNICATIONS SYSTEMS INC. RECORDED ON OCT. 28, 2011 AT SERIAL NO. 2011-010358-0
- WASTEWATER DISPOSAL: PLANS FOR WASTEWATER DISPOSAL THAT MEET REGULATORY REQUIREMENTS, ARE ON FILE AT THE DEPARTMENT OF ENVIRONMENTAL CONSERVATION.

LEGEND

- ⊕ PRIMARY MONUMENT OF RECORD AS REFERENCED
- SECONDARY MONUMENT OF RECORD
- 5/8" REBAR WITH YELLOW PLASTIC CAP STAMPED LS 8859
- SUBDIVISION BOUNDARY
- FORMER LOT LINE
- ADJACENT PROPERTY LINE
- EASEMENT
- MONUMENT TIE LINE
- (C) COMPUTED DATA FROM RECORD PLAT
- (R) RECORD DATA SEE REFERENCE

REFERENCES

(R1) FBO SUBDIVISION NO. 10, PLAT 2021-58, KENAI RECORDING DISTRICT

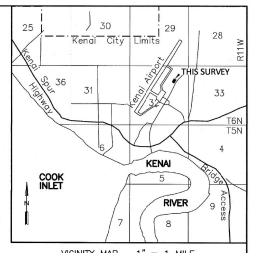
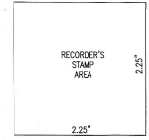
PLAT APPROVAL

THIS PLAT WAS APPROVED BY THE KENAI PENINSULA BOROUGH PLANNING COMMISSION AT THE MEETING OF JANUARY 13, 2024.

AUTHORIZED OFFICIAL

CERTIFICATE OF SURVEYOR

I, MARK AMONETTI 13022-S, HEREBY CERTIFY THAT I AM A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF ALASKA AND THAT THIS PLAT REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION AND THAT THE MONUMENTS SHOWN ON THIS SURVEY ACTUALLY EXIST AS DESCRIBED, AND THAT ALL DIMENSIONAL AND OTHER DETAILS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.



CERTIFICATE OF OWNERSHIP AND DEDICATION

I HEREBY CERTIFY THAT I AM THE OWNER OF THE REAL PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I HEREBY ADOPT THIS PLAN OF SUBDIVISION AND BY MY FREE CONSENT DEDICATE ALL RIGHTS-OF-WAYS AND PUBLIC AREAS TO PUBLIC USE AND GRANT ALL EASEMENTS TO THE USE SHOWN.

TERRY EUBANK, CITY MANAGER
CITY OF KENAI
210 FIDALGO AVENUE, SUITE 200
KENAI, AK 99611

NOTARY ACKNOWLEDGEMENT

FOR: TERRY EUBANK
ACKNOWLEDGED BEFORE ME
THIS _____ DAY OF _____, 2025

PUBLIC NOTARY SIGNATURE

MY COMMISSION EXPIRES: _____



KPB FILE No. 2024-???

FBO SUBDIVISION
2024 ADDITION

A REPLAT OF
LOT 5A AND 5B FBO SUBDIVISION NO. 10
PLAT 2021-58 KENAI RECORDING DISTRICT

LOCATED WITHIN NE1/4 NE1/4 SECTION 32,
T.6N., R.11W., S.M.
STATE OF ALASKA
KENAI PENINSULA BOROUGH
KENAI RECORDING DISTRICT
CITY OF KENAI

OWNERS:

CITY OF KENAI
210 FIDALGO AVE., STE. 200
KENAI, AK 99611

CONTAINING 4.499 ACRES



8000 KING STREET ANCHORAGE, AK 99516
Phone (907) 344-5990 Fax (907) 344-7794
AECL# 1392

DRAWN BY: JY	DATE: 12/12/2024	PROJECT: 24-624
CHECKED BY: MA	SCALE: 1" = 50'	SHEET: 1 OF 1

AGENDA ITEM E. NEW BUSINESS

ITEM 7 - PRELIMINARY PLAT
FBO SUBDIVISION 2024 ADDITION

KPB File No.	2024-137
Plat Committee Meeting:	January 13, 2025
Applicant / Owner:	City of Kenai
Surveyor:	Jason Young – Edge Survey and Design, LLC
General Location:	North Willow Street, City of Kenai

Parent Parcel No.:	043-180-47 and 043-180-48
Legal Description:	Township 6 North, Range 11 West, Section 32, Seward Median, KN 2021-58, FBO Subdivision No. 10, Lots 5A
Assessing Use:	Residential Vacant
Zoning:	Airport Light Industrial
Water / Wastewater	City Water and Sewer
Exception Request	None Requested

STAFF REPORT

Specific Request / Scope of Subdivision: The proposed plat will merge two lots- one of 1.98 acres and another of 2.52 acres- into one lot consisting of 4.499 acres.

Location and Legal Access (existing and proposed):

Legal access is provided by North Willow Street, a 100-foot dedication, paved and city-maintained road. North Willow Street connects to Marathon Road to the north and South Willow Street to the south. Marathon Road and South Willow Street both connect to Kenai Spur Highway, a state-maintained road. Airport Way is an intersecting road that also connects to Kenai Spur Highway. Per the City of Kenai Planning and Zoning Commission Resolution No. PZ2024-24, no installation agreement is required since developed access exist.

No vacations or dedications are proposed with this platting action.

No section line easements or patent easements affects this subdivision.

Covenants, conditions and restrictions affect this plat per recorded document in Book 96, Page 492, and are noted as plat note number four. The correct plat note per KPB 20.60.170 is in place at plat note number 5.

There is a private right-of-way access easement for ingress and egress as described in recorded document Book 144, Page 474 that was included in the Certificate to Plat. The easement described within the document does not appear to affect this subdivision. **Staff recommends the surveyor confirm with the title company that the easement does not affect the proposed subdivision and if so, remove from the final certificate to plat and remove the easement from plat note number six.**

The block length is non-compliant due to the length being approximately 1,968 feet. The proposed plat cannot provide relief to the block length due to the location of the existing lots abutting the airport and North Willow Street. An exception to KPB 20.30.170, Block Length, was granted by the Plat Committee at the meeting of April 12, 2021, for Parent Plat, FBO Subdivision, No. 10, KN 2021-58. This exception is being carried forward as plat note number three. **Staff recommends the Plat Committee concur that this exception shall be carried forward and can remain on the plat as noted.**

KPB Roads Dept RSA review	Out of Jurisdiction: Yes Roads Director: Griebel, Scott Comments: Within the City of Kenai. No RSA comments or objections.
SOA DOT comments	No comment

Site Investigation:

The submitted plat does not show any improvements. Reviewing that information with KPB GIS imagery and KPB Assessing records, the parcels are determined as vacant and there does not appear to be any encroachments. There does appear to be access from the northwest side into current Lot 5A to the center of the lot as trees have been removed. This looks to be for possible snow clearing purposes and is not necessarily a concern.

The terrain across this lot is flat as the contour map per KPB GIS show no contours on this site.

No wetlands affect this plat and the terrain is flat. The KPB River Center Reviewers and the City of Kenai did not indicate the property to be within a FEMA designated flood hazard zone nor in a habitat protection district.

KPB River Center review	A. Floodplain Reviewer: Hindman, Julie Floodplain Status: Within City of Kenai Comments: No comments B. Habitat Protection Reviewer: Aldridge, Morgan Habitat Protection District Status: Is NOT within HPD Comments: No comments
State of Alaska Fish and Game	No response

Staff Analysis

Originally the land was an aliquot part of the NE1/4 of Section 32, Township 6 North, Range 11 West, Seward Meridian, City of Kenai, Alaska. FBO Subdivision No. 8, KN 2004-85, subdivided the land into lot 5 and dedicated the adjacent right-of-way, North Willow Street. FBO Subdivision No. 10, KN 2021-58, subdivided Lot 5 and an unsubdivided parcel of Section 32 into Lots 5A and 5B. The proposed plat will combine lots 5A and 5B into one Lot, Lot 5C.

This plat is located within the Kenai Zoning District, Airport Light Industrial.

A soils report will not be required as city water and sewer lines are available to the current lots and proposed plat located along North Willow Street.

Per the preliminary Certificate to Plat, beneficial interest holders do not affect the proposed plat. Notification per KPB 20.10.100 will not be required unless the final Certificate to Plat states the property is affected by beneficial interest holders.

The proposed plat is located within the limits of the City of Kenai. The Planning and Zoning Commission of the City of Kenai heard and reviewed the plat at their regular meeting of December 11, 2024. At the meeting, the Commission voted by unanimous consent to approve the plat and Resolution PZ 2024-24 recommends approval for preliminary plat, FBO Subdivision 2024 Addition.

The subdivision plat has been reviewed and generally complies with the 2019 Kenai Peninsula Borough Comprehensive plan.

Utility Easements

10-foot by 20-foot utility easements are being carried forward from the parent plat, FBO Subdivision No. 8, KN 2004-85 and are depicted on the plat. The parent plat, FBO Subdivision No. 10, KN 2021-58, dedicated the front 10 feet adjacent to rights-of-way as a utility easement and is being carried forward as depicted on the plat. **Staff recommends that the surveyor include the parent plat information in the depiction of the easement adjacent to the right-of-way.**

Easements are recorded with HEA and ACS per the certificate to plat and are noted within plat note number 6. **Staff recommends that the surveyor confirm the location of the easements per the recorded documents. If the easements do not affect the proposed lots, remove the associated plat note.**

Natural Gas Pipeline Easements are recorded in recorded documents within the Kenai Recording District, Serial Number 2011-009265-0 and 2013-002426-0 that affect the proposed subdivision. The easements are noted as plat note number six. Per KPBP 20.30.060(8), an existing natural gas or petroleum pipeline easement affect the proposed plat. A notice was sent to the party of record for their review.

As part of our routine notification process, the subdivision plat was emailed to the affected utility providers for review. **Staff recommends:** the surveyor work with the utility providers to accommodate their request, ensuring optimal use of the owner’s land and maximum benefit for both the provider and the public.

Utility provider review:

HEA	No comments
ENSTAR	No comments or recommendations.
ACS	No response
GCI	No response

KPB department / agency review:

Addressing Review	<p>Reviewer: Leavitt, Rhealyn Affected Addresses: 535 N WILLOW ST</p> <p>Existing Street Names are Correct: Yes</p> <p>List of Correct Street Names: N WILLOW ST</p> <p>Existing Street Name Corrections Needed:</p> <p>All New Street Names are Approved: No</p> <p>List of Approved Street Names:</p> <p>List of Street Names Denied:</p> <p>Comments: CITY OF KENAI WILL ADVISE ON ADDRESSING</p>
Code Compliance	<p>Reviewer: Ogren, Eric Comments: No comments</p>
LOZMS Review Planner	<p>Reviewer: Raidmae, Ryan</p>

	<p>There are not any Local Option Zoning District issues with this proposed plat.</p> <p>Material Site Comments: There are not any material site issues with this proposed plat. Review Not Required</p>
Assessing Review	<p>Reviewer: Windsor, Heather</p> <p>Comments: No comment</p>

STAFF RECOMMENDATIONS
CORRECTIONS / EDITS

- Remove reference to the exception for KPB 20.30.030- Proposed Street Layout from plat note number three. That exception was for Tract C.
-

KPB 20.25.070 – Form and contents required

Staff recommendation: *final plat submittals must comply with 20.25.070. Additional information, revisions, and/or corrections are required as noted below.*

A. Within the Title Block

1. Name of the subdivision which shall not be the same as an existing city, town, tract, or subdivision of land in the borough, of which a plat has been previously recorded, or so nearly the same as to mislead the public or cause confusion. The parent plat's name shall be the primary name of the preliminary plat.
2. Legal description, location, date, and total area in acres of the proposed subdivision;
3. Name and address of owner(s), as shown on the KPB records and the certificate to plat, and registered land surveyor.

Staff recommendation:

Modify the KPB File No to 2024-137

D. A vicinity map, drawn to scale showing location of proposed subdivision, north arrow if different from plat orientation, township and range, section lines, roads, political boundaries, and prominent natural and manmade features, such as shorelines or streams;

Staff recommendation:

*Label Road names to get to location of plat. N Willow St, Airport Way
Modify name of Bridge Access to "Bridge Access Road."*

KPB 20.30 – Subdivision Design Requirements

Staff recommendation: *final plat submittals must comply with 20.30. Additional information, revisions, and/or corrections are required as noted below.*

KPB 20.40 – Wastewater Disposal

Staff recommendation: *final plat submittals must comply with 20.40. Additional information, revisions, and/or corrections are required as noted below.*

20.40.010 Wastewater disposal.

Platting Staff Comments:

Staff recommendation: *comply with 20.40.*

KPB 20.60 – Final Plat

Staff recommendation: *final plat submittals must comply with 20.60. Additional information, revisions, and/or corrections are required as noted below.*

RECOMMENDATION:

SUBJECT TO EXCEPTION(S) GRANTED, STAFF RECOMMENDS:

- GRANT APPROVAL OF THE PRELIMINARY PLAT SUBJECT TO STAFF RECOMMENDATIONS, AND
- COMPLIANCE WITH KPB 20.25.070 (FORM AND CONTENTS), KPB 20.25.080 (PETITION REQUIRED), KPB 20.30 (DESIGN REQUIREMENTS); AND KPB 20.40 (WASTEWATER DISPOSAL), AND
- COMPLIANCE WITH KPB 20.60 TO ENSURE ADMINISTRATIVE APPROVAL OF THE FINAL PLAT.

NOTE: 20.25.120. - REVIEW AND APPEAL.

A DECISION OF THE PLAT COMMITTEE MAY BE APPEALED TO THE HEARING OFFICER BY A PARTY OF RECORD WITHIN 15 DAYS OF THE DATE OF NOTICE OF DECISION IN ACCORDANCE WITH KPB 21.20.250.

END OF STAFF REPORT



Aerial Map

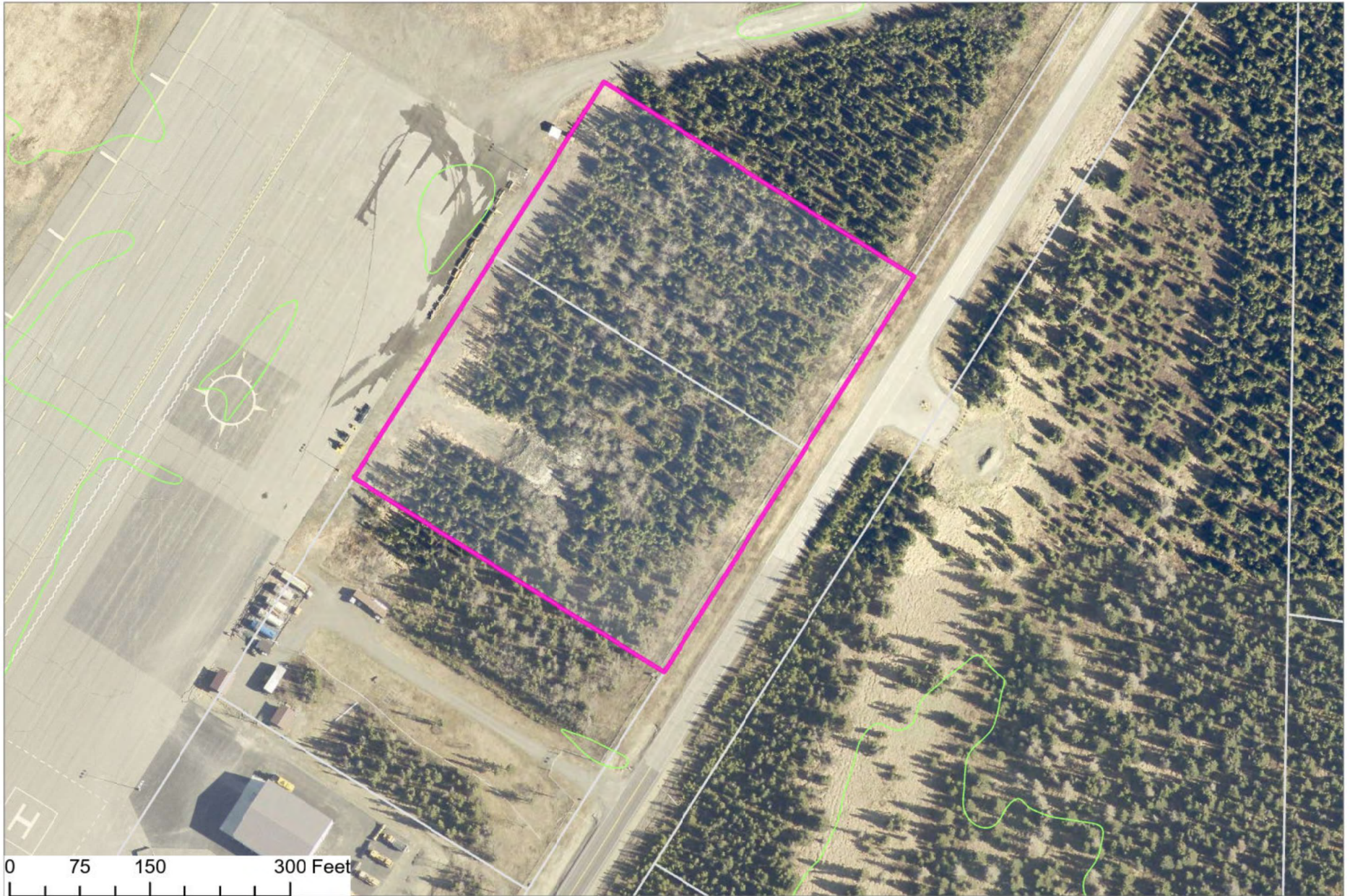


The information depicted hereon is for a graphical representation only of best available sources. The Kenai Peninsula Borough assumes no responsibility for any errors on this map.



0 50 100 200 Feet

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The information depicted hereon is for a graphical representation only of best available sources. The Kenai Peninsula Borough assumes no responsibility for any errors on this map.

NOTES

No permanent structure shall be constructed or placed within a utility easement which would interfere with the ability of a utility to use the easement.

Development of this lot is subject to the City of Kenai Zoning Regulations, the City Building Code, applicable Airport restrictions and the Official Airport Master Plan.

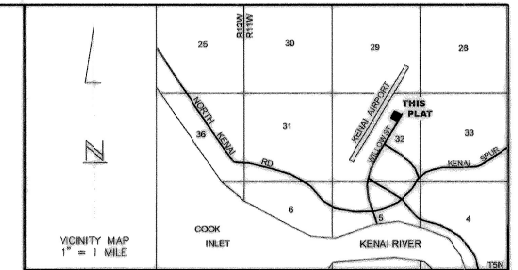
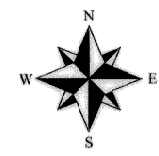
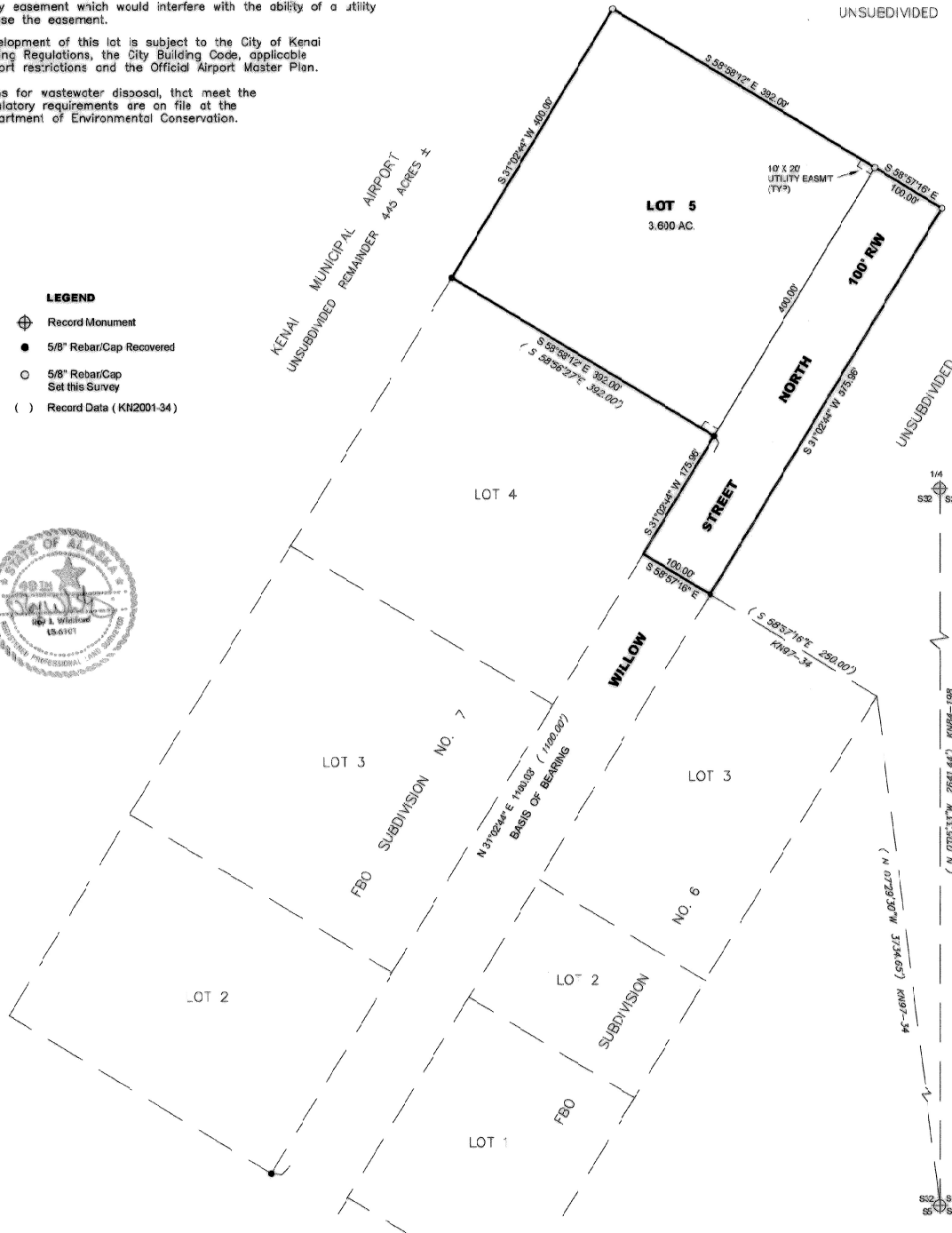
Plans for wastewater disposal, that meet the regulatory requirements are on file at the Department of Environmental Conservation.

LEGEND

- ⊕ Record Monument
- 5/8" Rebar/Cap Recovered
- 5/8" Rebar/Cap Set this Survey
- () Record Data (KN2001-34)



KENAI MUNICIPAL AIRPORT REMAINDER 443 ACRES ±



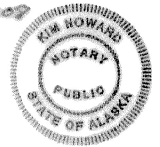
CERTIFICATE OF OWNERSHIP AND DEDICATION

We hereby certify that we are the owners of the real property shown and described hereon and that we hereby adopt this plan of subdivision and by our free consent dedicate all rights-of-way to public use and grant all easements to the use shown.

Linda L. Snow
 LINDA L. SNOW
 CITY MANAGER - CITY OF KENAI
 210 FIDALGO, SUITE 200 KENAI, AK 99611

NOTARY'S ACKNOWLEDGEMENT

Subscribed and sworn before me this 15th day of October, 2004.
 For Linda L. Snow
Kim Howard
 Notary Public for Alaska
 My Commission Expires 1/10/2009



PLAT APPROVAL

This plat was approved by the Kenai Peninsula Borough Planning Commission at the meeting of August 26, 2004
 KENAI PENINSULA BOROUGH
 By: Mary Jane
 Authorized Official

RECORDED
 KENAI RECORDING DISTRICT
 DATE _____ 2004
 TIME _____ M
 REQUESTED BY:
 WHITFORD SURVEYING

2004-85
 KENAI REC DIST 20
 Date 10-20-04
 Time 10:50 A.M.
 Requested By
 Address Whitford

FBO SUBDIVISION NO. 8

LOCATED WITHIN THE NE1/4 SEC. 32, T6N, R11W, S4M, AK
 CITY OF KENAI
 4.922 AC.

WHITFORD SURVEYING
 PO BOX 4032 - SOLDOTNA, AK 99669
 (907) 260-9092

SURVEYED: JUNE 2004	SCALE: 1" = 100'
KPB FILE NO: 2004-197	DWG FILE: FBO8.DWG

LEGEND:

- ⊗ 2 1/2" BRASS CAP MONUMENT GLO 1921 FOUND
- ⊗ 3 1/4" BRASS CAP MONUMENT BLM 1955 FOUND
- ⊗ 3 1/4" ALUM. CAP MONUMENT FOUND
- ⊗ 3 1/4" ALUM. CAP MONUMENT L56101 2008 RECORD
- 5/8" REBAR IN MONUMENT BOX FOUND
- ⊙ 5/8" REBAR W/PLASTIC CAP L501795 FOUND
- 5/8" REBAR W/PLASTIC CAP (SMALL SET)
- () RECORD DATUM PLAT 2007-B, KPH
- ⚡ AREA SUBJECT TO INUNDATION

NOTES:

- 1) This plot is subject to City of Kenai zoning regulations.
- 2) Basis of bearing taken from Baron Park 2017 Replat, Plat 3077-A, Kenai Recording District. Boundary information compiled from record plats.
- 3) Any person developing the property is responsible for obtaining all required local, state, and federal permits, including a U.S. Army Corps of Engineers wetland determination if applicable.
- 4) Covenants, conditions, and restrictions which affect this subdivision are recorded in Book 36 Page 492 Kenai Recording District. The Borough will not enforce private covenants, easements, or deed restrictions per KPB 21.44.080.
- 5) An easement for electric lines or system and/or telephone lines granted to Homer Electric Association, Inc. is recorded in Book 438 Page 610, Kenai Recording District.
- 6) An easement for electric lines or system and/or telephone lines granted to Homer Electric Association, Inc. is recorded in serial number 2008-001942-0 Kenai Recording District.
- 7) A natural gas pipeline easement granted to Business Alaska Operations, LLC which affects this property is recorded as serial number 2011-009251-15, Kenai Recording District.
- 8) A utility easement granted to Alaska Communications Systems Inc. which affects a portion of this property is recorded as serial number 2011-010358-0 Kenai Recording District.
- 9) Exceptions to KPB 20.30.030, Proposed street layout, and KPB 20.30.170, Block length, were granted by the Plat Committee at the meeting of April 12, 2021.
- 10) An exception to KPB 20.60.200, Survey and Monumentation, was granted by the Plat Committee at the meeting of June 18, 2021.
- 11) These lots are served by city water and sewer.
- 12) Front 10 feet adjacent to rights-of-way is a utility easement. No permanent structure shall be constructed or placed within a utility easement which would interfere with the ability of a utility to use the easement.
- 13) **WASTEWATER DISPOSAL:** Plans for wastewater disposal that meet regulatory requirements are on file at the Department of Environmental Conservation.

PLAT APPROVAL

THIS PLAT WAS APPROVED BY THE KENAI PENINSULA BOROUGH PLANNING COMMISSION AT THE MEETING OF APRIL 12, 2021.

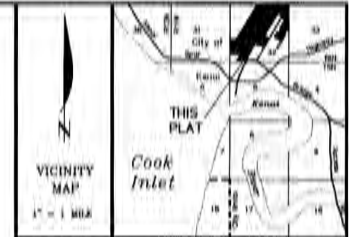
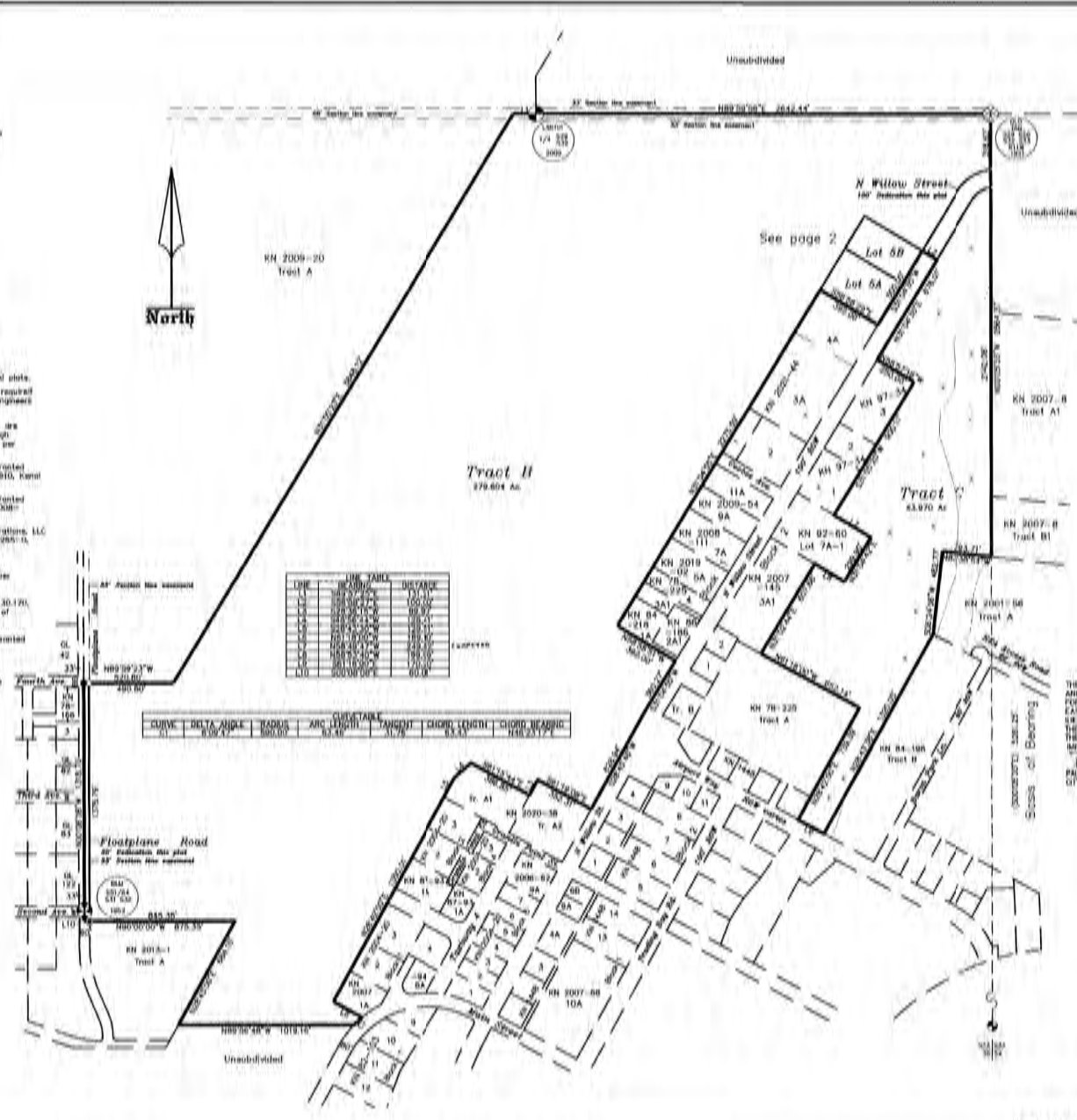
KENAI PENINSULA BOROUGH
 AUTHORIZED OFFICIAL
 (Signature) 6/2/21



SURVEYOR'S CERTIFICATE

I hereby certify that I am properly registered and licensed to practice land surveying in the State of Alaska, this plat represents a survey made by me or under my direct supervision, the monuments shown hereon actually exist in their form and all dimensions and other details are correct.

Date 6-17-21



CERTIFICATE of OWNERSHIP and DEDICATION

I, THE UNDERSIGNED, HEREBY CERTIFY THAT THE CITY OF KENAI IS THE OWNER OF THE REAL PROPERTY SHOWN AND DESCRIBED HEREON, AND ON BEHALF OF THE CITY OF KENAI, I HEREBY ACCEPT THIS PLAN OF SUBDIVISION AND BY MY FREE CONSENT DEDICATE ALL RIGHTS-OF-WAY AND GRANT ALL EASEMENTS TO THE USE SHOWN.

PAUL OSTROM, CITY MANAGER
 CITY OF KENAI
 210 FIDALGO AVENUE, SUITE 200
 KENAI, ALASKA 99511

NOTARY'S ACKNOWLEDGEMENT

FOR Paul Ostrom
 ACKNOWLEDGED BEFORE ME THIS 16th DAY OF August, 2021.
 Willem S. Anderson
 NOTARY PUBLIC FOR ALASKA
 MY COMMISSION EXPIRES 2-24-22



CERTIFICATE of ACCEPTANCE

THE UNDERSIGNED OFFICIAL IDENTIFIED BY NAME AND TITLE IS AUTHORIZED TO ACCEPT AND HEREBY ACCEPTS ON BEHALF OF THE CITY OF KENAI FOR PUBLIC USE AND FOR PUBLIC PURPOSES THE REAL PROPERTY TO BE DEDICATED BY THIS PLAT INCLUDING EASEMENTS, RIGHTS-OF-WAY, ALLEYS, AND OTHER PUBLIC AREAS SHOWN ON THIS PLA ENTITLED AS FOLLOWS: N WILLOW STREET AND FLOATPLANE ROAD (HEREAFTER THE ACCEPTANCE OF LANDS FOR PUBLIC USE OR PUBLIC PURPOSE DOES NOT CONSTITUTE THE PUBLIC OR ANY OTHER GOVERNING BODY TO CONSTRUCT, OPERATE, OR MAINTAIN IMPROVEMENTS).

Paul Ostrom
 PAUL OSTROM, CITY MANAGER
 CITY OF KENAI
 DATE 6/16/21

KPH FILE No. 2021-037

FBO Subdivision No. 10

A re-subdivision of Lot 3, FBO Subdivision No. 8, Plat 2014-05, and Section 12, 10th, 11th, S.M., including Parts R-1440, KN 71-21, KN 78-111, KN 78-225, KN 84-85, KN 85-03, KN 84-108, KN 84-216, KN 84-305, KN 86-53, KN 86-188, KN 87-83, KN 81-73, KN 82-14, KN 82-24, KN 82-80, KN 82-84, 82-100, KN 2001-38, KN 2007-06, KN 2011-75, KN 2014-05, KN 2008-25, KN 2008-62, KN 2007-21, KN 2007-68, KN 2007-74, KN 2007-94, KN 2007-145, KN 2008-111, KN 2008-20, KN 2008-24, KN 2012-24, KN 2012-51, KN 2014-21, KN 2019-2 and KN 2020-38, Kenai Recording District.

Located within Section 30, 10th, 11th, S.M., City of Kenai, Kenai Peninsula Borough, Alaska

Containing 330.576 Ac.

Surveyor	City of Kenai
Beggs & Surveys 30480 Housland BL. HOLDEN, AK 99509 (907) 302-3900	210 FIDALGO AV. SUITE 200 KENAI, ALASKA 99511
JOB NO. 21001	DRAWN: 6-17-21
SURVEYED: JUN., 2021	SCALE: 1"=300'
FIELD BOOK: 2024	SHEET: 1 of 2



Unsubdivided

Property boundary

LINE TABLE			
LINE	BEARING	DISTANCE	REMARKS
L1	S74°30'00"W	20.0	
L2	S74°30'00"W	11.0	

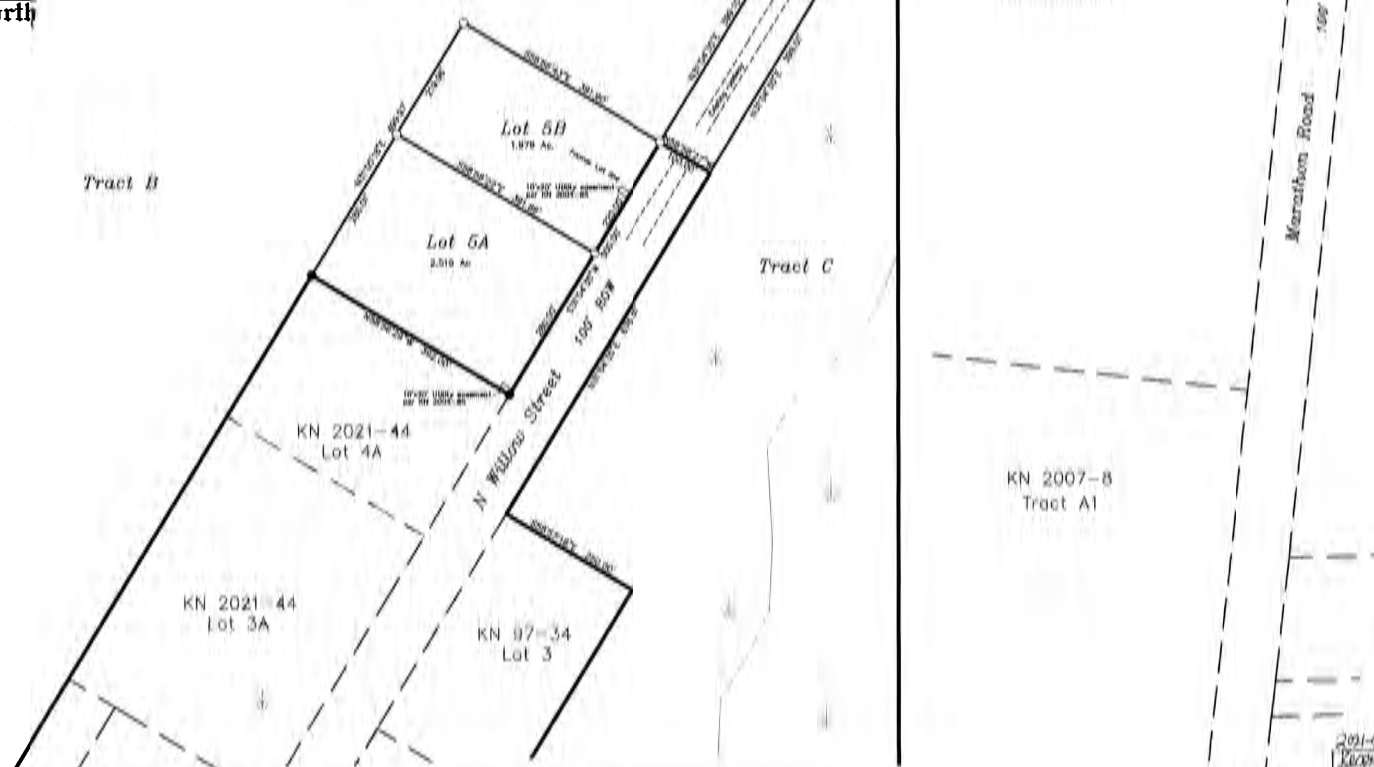
CURVE TABLE						
CURVE	DELTA ANGLE	RADIUS	ARC LENGTH	TANGENT	CHORD LENGTH	CHORD BEARING
C1	43°31'26"	170.00	128.14	67.26	126.00	082°50'18"W

Tract B

Tract C

Unsubdivided

Marathon Road
160' 80"



- LEGEND:**
- ⊙ 2 1/2" SLO MONUMENT 1001 FOUND
 - 5/8" REBAR w/PLASTIC CAP 130059 FOUND
 - 5/8" REBAR w/PLASTIC CAP 130059 SET
 - () RECORD DATUM PLAT 2007-0, 100

KPB FILE No. 2021-037

PRO Subdivision No. 10

A re-subdivision of Lot 5, PRO Subdivider No. 8, Plat 2004-05, and Section 34, 10th 111W S.M., containing Parts R-114A, KN 72-31, KN 78-111, KN 78-125, KN 84-88, KN 85-103, KN 84-106, KN 84-316, KN 84-305, KN 86-32, KN 86-106, KN 87-93, KN 91-73, KN 92-14, KN 92-25, KN 92-80, KN 97-55, KN 97-100, KN 2001-06, KN 2001-05, KN 2001-75, KN 2004-05, KN 2006-25, KN 2006-02, KN 2007-01, KN 2007-09, KN 2007-76, KN 2007-94, KN 2007-143, KN 2008-111, KN 2008-21, KN 2008-24, KN 2012-24, KN 2015-01, KN 2014-01, KN 2019-2 and KN 2020-38, Kennecott Recording District.

Located within Section 34, 10th 111W S.M., City of Kenai, Kennecott Borough, Alaska.

Containing 330,378 Ac.

Surveyor Beggs Surveys 30485 Husland St. Sitka, AK 99860 (907) 362-3909	Client City of Kenai 810 Fiedige Ave Ste 200 Kenai, Alaska 99811
JOB NO. 2101	DATE 8-17-21
SURVEYED Jun., 2021	SCALE 1"=100'
FIELD BOOK 20-4	SHEET 2 of 2

2021-08
10/2/21
2/2/21



**CITY OF KENAI
PLANNING AND ZONING COMMISSION
RESOLUTION NO. PZ2024-24**

A RESOLUTION RECOMMENDING THAT PRELIMINARY PLAT FOR FBO SUBDIVISION 2024 ADDITION ATTACHED HERETO BE **APPROVED**.

PROPERTY ADDRESSES: 535 North Willow Street

LEGAL DESCRIPTIONS: Lot 5A, FBO Subdivision No. 10
Lot 5B, FBO Subdivision No. 10

KPB PARCEL NUMBERS: 04318047 and 04317048

WHEREAS, the City of Kenai received a preliminary plat from Edge Survey and Design, LLC, on behalf of the property owners, the City of Kenai for a replat of Lot 5A and Lot 5B, FBO Subdivision No. 10; and,

WHEREAS, the preliminary plat meets the minimum lot width and minimum lot depth requirements as outlined in Kenai Municipal Code (KMC) Section 14.10.070(d)(2); and,

WHEREAS, the existing street names are referenced correctly; and,

WHEREAS, the proposed lot will have access from North Willow Street (a paved and City-maintained road); and,

WHEREAS, City water and sewer lines are available to the lots; and,

WHEREAS, an installation agreement is not required; and,

WHEREAS, the Planning and Zoning Commission finds:

1. Pursuant to KMC 14.10.070 *Subdivision Design Standards*, the preliminary plat for replat, subject to the listed conditions, provides utilities/access easements, provides a satisfactory and desirable building site, and the on-site water and wastewater systems are subject to the regulatory requirements of ADEC.
2. Pursuant to KMC 14.10.080 *Minimum improvement required*, the preliminary plat is a replat of two lots within a subdivision that has dedicated rights-of-way and determined acceptable access, subject to the listed conditions. Therefore, an installation agreement is not required.
3. Pursuant to KMC 14.24.010 *Minimum lot area requirements*, while the ALI zoning district does not have a minimum lot size requirement, the resulting lot size of this merger will be approximately 4.499 acres.

4. Pursuant to KMC 14.24.020 *General Requirements*, the preliminary plat meets City standards for minimum lot width/depth and access/utility easements. Compliance with the maximum lot coverage, maximum height, and setbacks will be reviewed during the building permit review.

NOW, THEREFORE, BE IT RECOMMENDED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI, ALASKA:

Section 1. That preliminary plat FBO Subdivision 2024 Addition for a replat of Lot 5A and Lot 5B, FBO Subdivision No. 10 be approved.

PASSED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI, ALASKA, THIS 11TH DAY OF DECEMBER, 2024.



JOE HALSTEAD, CHAIRPERSON

ATTEST:



Meghan Thibodeau, Deputy City Clerk



STAFF REPORT

PLANNING & ZONING DEPARTMENT

TO: Planning and Zoning Commission
THROUGH: Kevin Buettner, Planning Director
FROM: Brandon McElrea, Planning Technician
DATE: December 3, 2024
SUBJECT: Resolution No. PZ2024-24 – Preliminary Plat – FBO Subdivision 2024 Addition

Request The applicant is proposing a preliminary plat to replat Lot 5A and Lot 5B, FBO Subdivision No. 10.

Staff Recommendation Adopt Resolution No. PZ2024-24 recommending approval of Preliminary Plat – FBO Subdivision No. 10 merging Lot 5A and Lot 5B, into a single Lot.

Applicant: Edge Survey and Design, LLC.
Attn: Jason Young
P.O. Box 208
Kasilof, AK 99610

Property Owner: City of Kenai

Legal Descriptions: Lot 5A, FBO Subdivision No. 10
Lot 5B, FBO Subdivision No. 10

Property Addresses: 535 N. Willow Street

KPB Parcel Nos.: 04318047 and 04318048

Zoning District: Airport Light Industrial (ALI)

Land Use Plan: Airport Industrial (AI)

Surrounding Uses: Airport, Airport Reserve Lands

SUMMARY

A preliminary plat has been submitted from Edge Survey and Design, LLC on behalf of the City of Kenai for a replat of Lot 5A and Lot 5B, FBO Subdivision No. 10 to merge the two Lots into one. The subject lots are located along N. Willow St., which is accessed off of Airport Way, or

Marathon Road. The subject lots are unimproved. The purpose of this subdivision is to facilitate the impending lease of the subject lots to ENA, LLC and their plans to improve over the current lot line. Merging these lots will ensure all setbacks are able to be met in the proposed improvement of the land.

Kenai Municipal Code (KMC) Chapter 14.10 *Subdivision Regulations* states preliminary plats or replats must first be submitted to the City for review and provide recommendation to the Kenai Peninsula Borough Planning Commission.

ANALYSIS

The proposed parcel merger meets the preliminary plat requirements and development requirements for the Airport Light Industrial (ALI) zoning district. The merged parcel will have access off of North Willow Street, which is a City maintained paved road. City sewer and water are available along North Willow Street. The Public Works Director, Fire marshal, and Building Official have reviewed the preliminary replat and have no comments.

Staff finds that the preliminary plat for a replat of Lot 5A and 5B, FBO Subdivision No. 10 meets the following Title 14 of Kenai Municipal Code (KMC) sections and aligns with the intent of the Kenai Zoning Code.

1. Pursuant to KMC 14.10.070 *Subdivision Design Standards*, the preliminary plat for replat, subject to the listed conditions, provides utilities/access easements, provides a satisfactory and desirable building site, and the on-site water and wastewater systems are subject to the regulatory requirements of ADEC.
2. Pursuant to KMC 14.10.080 *Minimum improvement required*, the preliminary plat is a replat of two lots within a subdivision that has dedicated rights-of-way and determined acceptable access, subject to the listed conditions. Therefore, an installation agreement is not required.
3. Pursuant to KMC 14.24.010 *Minimum lot area requirements*, while the ALI zoning district does not have a minimum lot size requirement, the resulting lot size of this merger will be approximately 4.499 acres.
4. Pursuant to KMC 14.24.020 *General Requirements*, the preliminary plat meets City standards for minimum lot width/depth and access/utility easements. Compliance with the maximum lot coverage, maximum height, and setbacks will be reviewed during the building permit review.

STAFF RECOMMENDATION

Staff finds that the proposed preliminary plat for FBO Subdivision 2024 Addition to replat Lot 5A and Lot 5B, FBO Subdivision No 10 meets the general standards of Kenai Municipal Code (KMC), Chapter 14.10 *Subdivision Regulations* and Chapter 14.24 *Development Requirements Table* and hereby recommends that the Planning and Zoning Commission recommends approval of Resolution No. PZ2024-24 for a replat of Lot 5A and Lot 5B, FBO Subdivision No. 10 to Kenai Peninsula Borough, subject to the following conditions.

1. Further development of the property will conform to all federal, State of Alaska, and local regulations.

ATTACHMENTS

Aerial Map
Application
Preliminary Plat, FBO Subdivision 2024 Addition

Aerial Map



RECEIVED

CITY OF KENAI



NOV 20 2024

Preliminary Plat Submittal Form

By: *[Signature]*

City of Kenai
Planning and Zoning Department
210 Fidalgo Avenue
Kenai, AK 99611
(907) 283-8200
planning@kenai.city
www.kenai.city/planning

APPLICANT (SURVEYOR)

Name:	Edge Survey and Design				
Mailing Address:	POB 208	City:	Kasilof	State:	AK Zip Code: 99610
Phone Number(s):	907-283-9047				
Email:	jason@edgesurvey.net				

PROPERTY OWNER

Name:	City of Kenai				
Mailing Address:	210 Fidalgo Ave	City:	Kenai	State:	AK Zip Code: 99611
Phone Number(s):	907-283-8237				
Email:					

PROPERTY INFORMATION

Kenai Peninsula Borough Parcel #:	04318048 and 04318047				
Current City Zoning:	Airport Light Industrial				
Use:	<input type="checkbox"/> Residential	<input type="checkbox"/> Recreational	<input type="checkbox"/> Commercial		
	<input checked="" type="checkbox"/> Other: None - Vacant				
Water:	<input type="checkbox"/> On Site	<input checked="" type="checkbox"/> City	<input type="checkbox"/> Community		
Sewer:	<input type="checkbox"/> On Site	<input checked="" type="checkbox"/> City	<input type="checkbox"/> Community		

PLAT INFORMATION

Preliminary Plat Name:	FBO Subdivision 2024 Replat				
Revised Preliminary Plat Name:					
Vacation of Public Right-of-Way:	<input type="checkbox"/> Yes		<input checked="" type="checkbox"/> No		
Street Name (if vacating ROW):					

Exceptions Required and Requested:

None

Comments:

REQUIRED ATTACHMENTS

<input checked="" type="checkbox"/> Certificate to Plat	<input checked="" type="checkbox"/> (1) 24" x 36" Plat	<input checked="" type="checkbox"/> (2) 11" x 17" Plats
---------------------------------------------------------	--------------------------------------------------------	---------------------------------------------------------

SIGNATURE

Signature:	<i>[Signature]</i>	Date:	11-20-24
Print Name:	JASON YOUNG	Title/Business:	Edge Survey and Design

Stewart Title of the Kenai Peninsula, Inc.

35681 Kenai Spur Hwy., Unit B
Soldotna, AK 99669
Tel: (907) 260-8031 Fax: (907) 260-8036

CERTIFICATE TO PLAT

Edge Survey and Design, LLC.
PO Box 208
Kasilof, AK 99610
Attention: Jason Young

File Number: 24750
Premium: \$300.00
Tax:

Gentlemen:

This is a certificate as of October 24, 2024 at 8:00 A.M. for a plat out of the following property:

Lot Five "A" (5A), and Five "B" (5B), FBO SUBDIVISION, NO. 10, according to Plat No. 2021-58, Kenai Recording District, Third Judicial District, State of Alaska.

The Company certifies that record title is vested in

City of Kenai, a municipal corporation
an estate in fee simple, free from all liens, encumbrances, and objections except for as follows:

1. **RESERVATIONS** and exceptions as contained in Quit Claim Deed from the United States of America to the City of Kenai:

Recorded: April 20, 1964
Volume/Page: 27/303

Deed of Release, as disclosed by Affidavit, including the terms and conditions therein:

Recorded: July 14, 1992
Volume/Page: 402/493

Federal Aviation Administration Release and Relinquishment, including the terms and conditions therein:

Recorded: May 6, 2004
Serial No.: 2004-004322-0

2. **TAXES AND ASSESSMENTS**, if any, due the taxing authority indicated:
Taxing Authority: City of Kenai

3. **TAXES AND ASSESSMENTS**, if any, due the taxing authority indicated:
Taxing Authority: KENAI PENINSULA BOROUGH

4. **COVENANTS, CONDITIONS AND RESTRICTIONS**, including the terms and provisions thereof, but deleting any covenant, condition or restriction indicating a preference, limitation or discrimination based on race, color, religion, sex, handicap, familial status or national origin to the extent such Covenant, condition or restriction violates 42 USC 3604 (c), as contained in an instrument:

Recorded: June 1, 1976
Volume/Page: 96/492

5. **GRANT OF INGRESS AND EGRESS**, including the terms and provisions thereof:

Recorded: June 26, 1979
Volume/page: 144/474

6. **EASEMENT** for electric lines or system and/or telephone lines together with right to enter, maintain, repair and clear shrubbery:

Recorded: March 9, 1994
Volume/Page: 438/610
Granted To: Homer Electric Association, Inc.
Affects: portion of said land

7. **EASEMENTS, SET-BACKS AND DEDICATIONS** as delineated on Plat No. 2021-58.

8. **EFFECT** of the notes on said Plat No. 2021-58.

9. **EASEMENT** for electric lines or system and/or telephone lines together with right to enter, maintain, repair and clear shrubbery:

Recorded: February 26, 2008
Serial No.: 2008-001942-0
Granted To: Homer Electric Association, Inc.
Affects: Portion of said land

10. **AN OIL AND GAS LEASE** affecting the above interest under the terms, covenants and conditions therein provided, as disclosed by Memorandum:

Lessor: State of Alaska
Lessee: J. Benjamin Johnson
Recorded: March 7, 2011
Serial No.: 2011-002197-0

FURTHER, no other examination of the excepted title to minerals has been made herein and no insurance nor responsibility therefore is implied or assumed.

11. **NATURAL GAS PIPELINE EASEMENT** affecting the portion of said premises and for the purposes stated herein, and incidental purposes thereto:

In Favor Of: Buccaneer Alaska Operations, LLC
Recorded: September 30, 2011
Serial No.: 2011-009265-0
Affects: Portion of said land

12. **UTILITY EASEMENT** affecting the portion of said premises and for the purposes stated herein, and incidental purposes thereto:

In Favor Of: Alaska Communications Systems Inc.
Recorded: October 28, 2011
Serial No.: 2011-010358-0
Affects: Portion of said land

13. **NATURAL GAS PIPELINE EASEMENT** affecting the portion of said premises and for the purposes stated herein, and incidental purposes thereto:

In Favor Of: Buccaneer Alaska Operations, LLC
Recorded: March 15, 2013
Serial No.: 2013-002426-0
Affects: Portion of said land

14. **UNRECORDED LEASES**, subleases and/or rental agreements, including terms and provisions thereof.

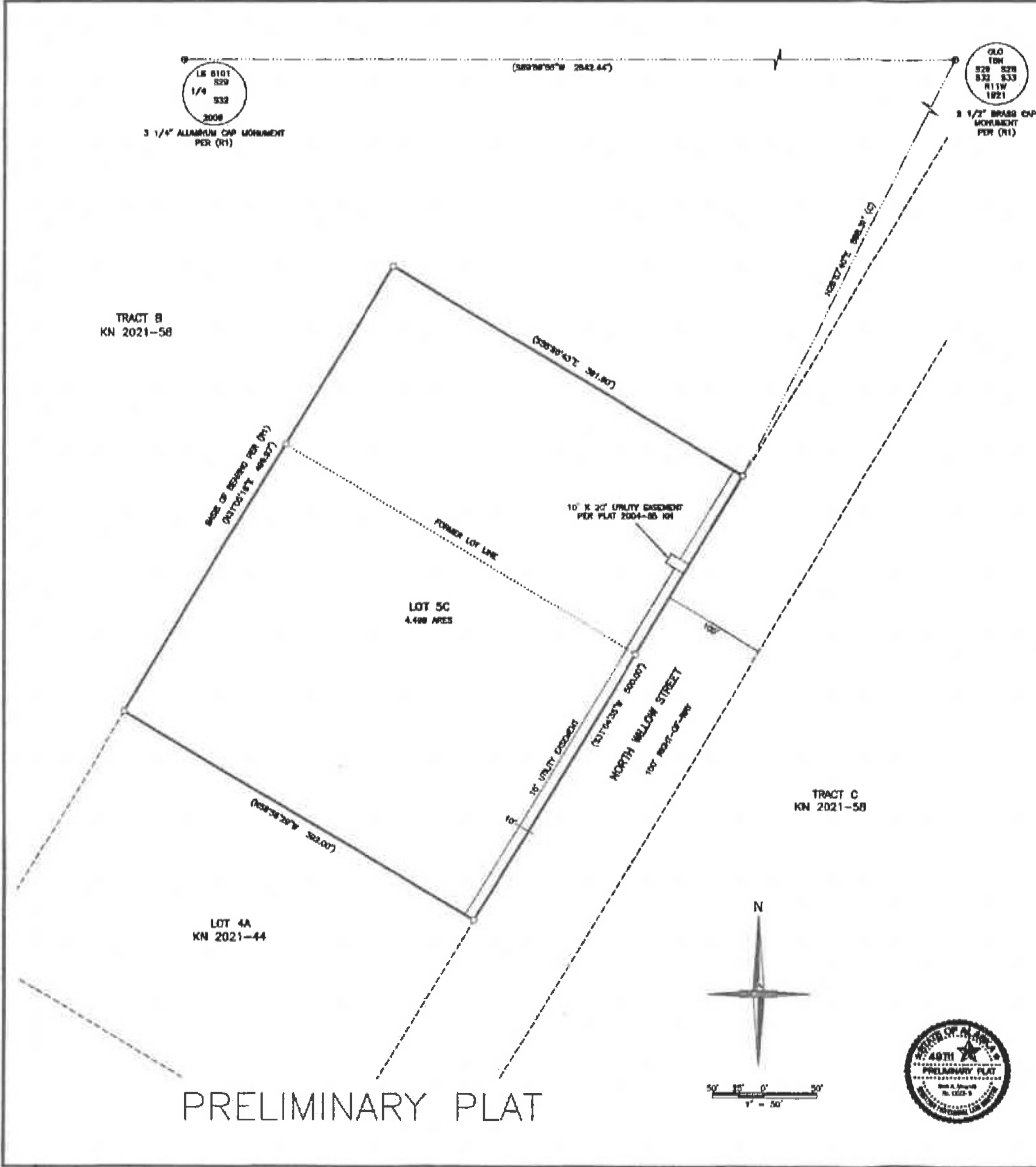
15. **THE PRESENT OWNERSHIP OF ANY LEASEHOLD** and other matters affecting the interest of the lessee are not shown herein.

Stewart Title of the Kenai Peninsula, Inc.

By 

Michelle Prater
Authorized Signator

NOTE: We will update this certificate to comply with Kenai Peninsula Borough Ordinance 90-38 upon notification from surveyor.



1/4 SECTION 30
1/4 SECTION 33
2008
3 1/4" ALUMINUM COP MOVEMENT PER (R1)

OLD TOWN
SUB SECS 332 333
R11W 1E21

- NOTES**
- THIS PLAT IS SUBJECT TO THE CITY OF KENAI ZONING REGULATIONS.
 - ANY FURTHER DEVELOPMENT THIS PROPERTY IS RESPONSIBLE FOR OBTAINING ALL REQUIRED LOCAL, STATE, AND FEDERAL PERMITS, INCLUDING AN ARMY CORPS OF ENGINEERS WETLAND DETERMINATION IF APPLICABLE.
 - EXCEPTIONS TO KRS 20.30.030 - PROPOSED STREET LAYOUT AND KRS 20.30.170 - BLOCK LENGTH WERE GRANTED FOR THE PRESENT PLAT AT THE PLAT COMMITTEE MEETING OF APRIL 13, 2021 AND ARE BEING CARRIED FORWARD FOR THIS PLATING ACTION.
 - COVENANTS, CONDITIONS, AND RESTRICTIONS WHICH MAY AFFECT THIS SUBDIVISION ARE RECORDED ON JUNE 1, 1979 IN BK 58 PAGE 423 KENAI RECORDER OFFICE.
 - THE KENAI PENINSULA BOROUGH WILL NOT ENFORCE PRIVATE COVENANTS, EASEMENTS, OR DEED RESTRICTIONS PER KRS 20.30.170.
 - THIS SUBDIVISION MAY BE AFFECTED BY THE FOLLOWING EASEMENTS AND LEASES AS RECORDED IN THE KENAI RECORDS.
 - GRANT OF INTEREST AND EGRESS RECORDED JUNE 28, 1979 AT BK 144 PAGE 474.
 - UTILITY EASEMENT GRANTED TO HOMER ELECTRIC ASSOCIATION, INC. RECORDED ON MARCH 8, 1984 AT BK 438 PAGE 410
 - UTILITY EASEMENT GRANTED TO HOMER ELECTRIC ASSOCIATION, INC. RECORDED ON FEB. 25, 2008 AT SERIAL NO. 3008-201042-0
 - OIL AND GAS LEASE RECORDED ON MARCH 7, 2011 AT SERIAL NO. 3011-00107-0
 - NATURAL GAS PIPELINE EASEMENT GRANTED TO BURKESTEIN ALASKA OPERATIONS, LLC RECORDED ON SEPT. 30, 2011 AT SERIAL NO. 3011-00248-0 AND MARCH 18, 2013 AT SERIAL NO. 3013-00248-0
 - UTILITY EASEMENT GRANTED TO ALASKA COMMUNICATIONS SYSTEMS INC. RECORDED ON OCT. 28, 2011 AT SERIAL NO. 3011-019039-0
 - BURKESTEIN BOROUGH PLANS FOR WASTEWATER DISPOSAL, WHAT MEANS REGULATORY REQUIREMENTS, ARE ON FILE AT THE DEPARTMENT OF ENVIRONMENTAL CONSERVATION.

- LEGEND**
- PRIMARY MONUMENT OF RECORD AS REFERENCED
 - SECONDARY MONUMENT OF RECORD
 - PLAT PERIMETER WITH YELLOW PLASTIC COP STAMPED LS 8004
 - SUBDIVISION BOUNDARY
 - FORMER LOT LINE
 - ADJACENT PROPERTY LINE
 - EASEMENT
 - MONUMENT THE LINE
 - (C) COMPUTED DATA FROM RECORD PLAT
 - (H) RECORD DATA SEE REFERENCE

REFERENCES

(R1) FBO SUBDIVISION NO. 10, PLAT 2021-56, KENAI RECORDING DISTRICT

PLAT APPROVAL

THIS PLAT WAS APPROVED BY THE KENAI PENINSULA BOROUGH PLANNING COMMISSION AT THE MEETING OF JANUARY 30, 2023.

KENAI PENINSULA BOROUGH

AUTHORIZED OFFICIAL

CERTIFICATE OF SURVEYOR

L. MARK ANTHONETTI 13022-S, HEREBY CERTIFY THAT I AM A REGISTERED PROFESSIONAL LAND SURVEYOR IN THE STATE OF ALASKA AND THAT THIS PLAT REPRESENTS A SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT THE MEASUREMENTS SHOWN ON THIS SURVEY ACTUALLY EXIST AS DESCRIBED, AND THAT ALL CONSIDERATIONS AND OTHER DETAILS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.



CERTIFICATE OF OWNERSHIP AND DEDICATION

I HEREBY CERTIFY THAT I AM THE OWNER OF THE REAL PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I HEREBY ADOPT THIS PLAN OF SUBDIVISION AND BY MY FREE CONSENT DEDICATE ALL RIGHTS-OF-WAY AND PUBLIC AREAS TO PUBLIC USE AND GRANT ALL EASEMENTS TO THE USE SHOWN.

TERRY ELUMAK, CITY MANAGER
CITY OF KENAI
210 PRADLO AVENUE, SUITE 200
KENAI, AK 99511

NOTARY ACKNOWLEDGMENT

FOR TERRY ELUMAK
ACKNOWLEDGED BEFORE ME
THIS _____ DAY OF _____, 2023

PUBLIC NOTARY SIGNATURE
MY COMMISSION EXPIRES _____



KPB FILE No. 2024-7???

FBO SUBDIVISION 2024 ADDITION

A REPLAT OF LOT 5A AND 5B FBO SUBDIVISION NO. 10, PLAT 2021-58 KENAI RECORDING DISTRICT

LOCATED WITHIN NE1/4 NE1/4 SECTION 32, T.26N., R.11E., S.4E., STATE OF ALASKA
KENAI PENINSULA BOROUGH
KENAI RECORDING DISTRICT
CITY OF KENAI

OWNERS:
CITY OF KENAI
210 PRADLO AVE., STE. 200
KENAI, AK 99511
CONTAINING 4.489 ACRES



DESIGN BY	DATE	PROJECT
CHECKED BY	SCALE	SHEET
MA	1" = 50'	1 OF 1

**KENAI PLANNING & ZONING COMMISSION
REGULAR MEETING
DECEMBER 11, 2024 – 7:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
CHAIR JOE HALSTEAD, PRESIDING**

MINUTES

A. CALL TO ORDER

A Regular Meeting of the Kenai Planning & Zoning Commission was held on December 11, 2024, in City Hall Council Chambers, Kenai, AK. Chair Halstead called the meeting to order at approximately 7:00 p.m.

1. Pledge of Allegiance

Chair Halstead led those assembled in the Pledge of Allegiance.

2. Roll Call

There were present:

Joe Halstead, Chair
Glenese Pettey
Gwen Woodard

Jeff Twait, Vice Chair
Sonja Earsley

A quorum was present.

Absent:

Diane Fikes

Stacie Krause

Also in attendance were:

Kevin Buettner, Planning Director
Deborah Sounart, City Council Liaison
Meghan Thibodeau, Deputy City Clerk

3. Approval of Agenda and Consent Agenda

MOTION:

Commissioner Pettey **MOVED** to approve the agenda and consent agenda. Commissioner Woodard **SECONDED** the motion.

The items on the Consent Agenda were read into the record.

Chair Halstead opened the floor for public comment on consent agenda items; there being no one wishing to be heard, the public comment period was closed.

UNANIMOUS CONSENT was requested.
There being no objection; **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.

B. APPROVAL OF MINUTES

1. *Regular Meeting of November 13, 2024

Approved by the consent agenda.

C. **SCHEDULED PUBLIC COMMENTS** - None.

D. **UNSCHEDULED PUBLIC COMMENTS** - None.

E. **CONSIDERATION OF PLATS**

1. **Resolution No. PZ2024-24** – Recommending Approval of Preliminary Plat – FBO Subdivision 2024 Addition for a Replat of Lots 5A and 5B of FBO Subdivision No. 10 Located in the Airport Light Industrial (ALI) Zoning District.

MOTION:

Vice Chair Twait **MOVED** to approve Resolution PZ2024-24. Commissioner Woodard **SECONDED** the motion.

Planning Director Buettner provided an overview of the staff report as included in the packet and attached to Resolution No. PZ2024-24, and explained the purpose of the plat was to merge two plats into one so that setback requirements can be met for future development; it was noted that staff's recommendation is approval.

Commissioner Pettey expressed support; further clarification was provided that Edge Surveying recommended the replat on behalf of another private company.

UNANIMOUS CONSENT was requested.
There being no objection; **SO ORDERED**.

F. **PUBLIC HEARINGS** – None.

G. **UNFINISHED BUSINESS** – None.

H. **NEW BUSINESS**

1. ***Action/Approval** – Requesting an Excused Absence for the November 13, 2024 Regular Meeting – Krause

Approved by the consent agenda.

I. **REPORTS**

2. Commission Chair – Noted the dangerous road conditions due to weather; encouraged the Commissioners to meet an attending member of the public who was interested in Planning & Zoning.
1. Planning Director – Planning Director Buettner reported on the following:
 - The regular meeting of December 26, 2024 is cancelled due to lack of agenda items.
 - Upcoming business in the new year for the Planning & Zoning Commission will include recommendations for code amendments.
3. Kenai Peninsula Borough Planning – No report.
4. City Council Liaison – Council Member Sounart reported on recent actions and activities of the City Council.

J. **ADDITIONAL PUBLIC COMMENT** – None.

K. NEXT MEETING ATTENDANCE NOTIFICATION

1. Next Meeting: January 8, 2025

Commissioner Earsley noted she would be absent.

L. COMMISSION COMMENTS AND QUESTIONS

M. PENDING ITEMS – None.

N. ADJOURNMENT

O. INFORMATIONAL ITEMS – None.

There being no further business before the Planning & Zoning Commission, the meeting was adjourned at 7:11 p.m.

I certify the above represents accurate minutes of the Planning & Zoning Commission meeting of December 11, 2024.

Meghan Thibodeau
Deputy City Clerk

DRAFT