

E. NEW BUSINESS

- 6. Highlands Subdivision Evans Replat; KPB File 2024-119
Edge Survey & Design, LLC / Evans
Location: Silver Salmon Drive & Martin Court
City of Kenai**



KPB File 2024-119
T5N R10W SEC 8
Kenai

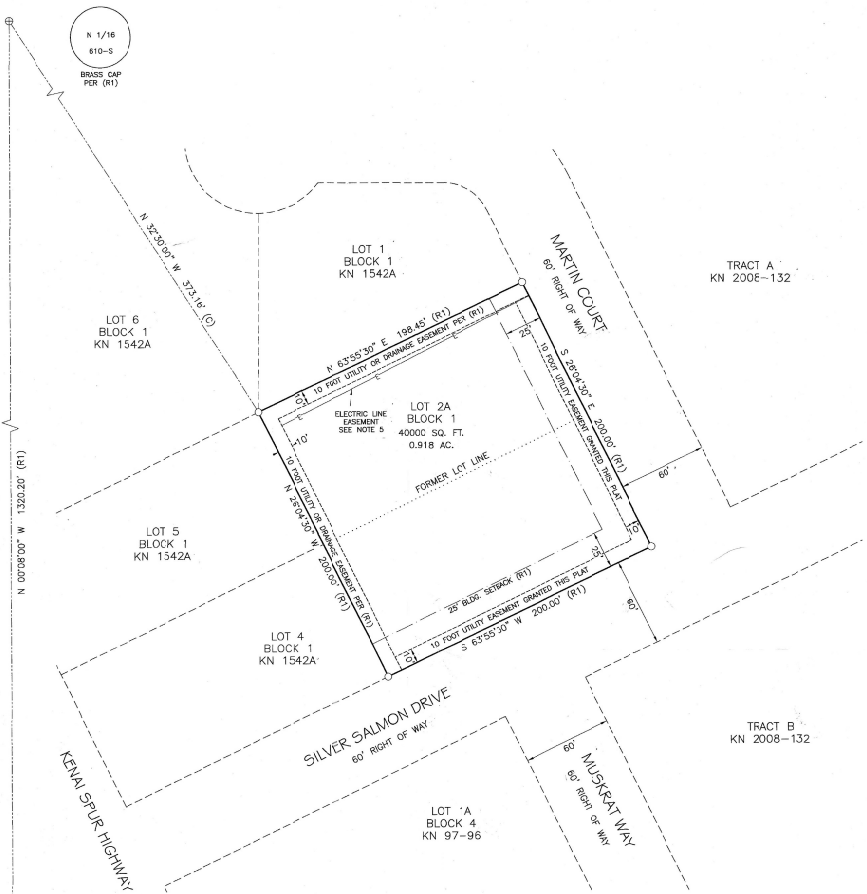
The information depicted hereon is for a graphical representation only of best available sources. The Kenai Peninsula Borough assumes no responsibility for any errors on this map.



Aerial Map



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PRELIMINARY DRAFT

REFERENCES

(R1) HIGHLANDS SUBDIVISION, PLAT K-1542A, KENAI RECORDING DISTRICT

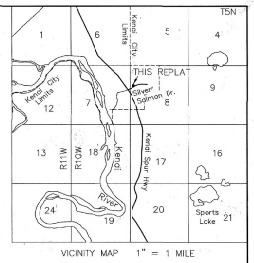
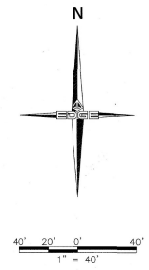
PLAT APPROVAL

THIS PLAT WAS APPROVED BY THE KENAI PENINSULA BOROUGH PLANNING COMMISSION AT THE MEETING OF NOVEMBER 18, 2024.

KENAI PENINSULA BOROUGH

AUTHORIZED OFFICIAL

- LEGEND
- ⊕ RECORD MONUMENT - AS SHOWN
 - RECORD PROPERTY CORNER PER (R1)
 - SUBDIVISION BOUNDARY
 - - - ADJACENT PROPERTY LINE
 - · · · · FORMER LOT LINE
 - · - · - UTILITY EASEMENT
 - · - · - BUILDING SETBACK
 - · - · - MONUMENT TIE LINE
 - · - · - OVERHEAD ELECTRIC LINE
 - (R1) RECORD DATA PER R1
 - (C) COMPUTED



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.

JASON EVANS
1897 W. ENDSLEY CT.
STAR, ID 83669

NOTARY ACKNOWLEDGEMENT

FOR JASON EVANS
ACKNOWLEDGED BEFORE ME
THIS _____ DAY OF _____, 2024

PUBLIC NOTARY SIGNATURE

MY COMMISSION EXPIRES: _____



KPB FILE No. 2024-009

HIGHLANDS SUBDIVISION
EVANS REPLAT

A REPLAT OF
LOTS 2 AND 3, BLOCK 1
HIGHLANDS SUBDIVISION, PLAT K-1542A
KENAI RECORDING DISTRICT

LOCATED WITHIN SW1/4 NW1/4
SECTION 8, T5N, R10W, S.M.
CITY OF KENAI
KENAI RECORDING DISTRICT
KENAI PENINSULA BOROUGH
STATE OF ALASKA

OWNERS:
JASON EVANS
11897 W. ENDSLEY CT.
STAR, ID 83669

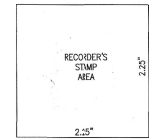
CONTAINING 0.918 ACRES

CERTIFICATE OF SURVEYOR

I, MARK AMONETTI 13022-5, 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.



PRELIMINARY



EDGE
SURVEY AND DESIGN, LLC

8000 KING STREET ANCHORAGE, AK 99516
Phone (907) 344-5990 Fax (907) 344-7734
REC# 1392

DRAWN BY:	DATE:	PROJECT:
JY	10/14/2024	24-584
CHECKED BY:	SCALE:	SHEET:
MA	1" = 40'	1 OF 1

AGENDA ITEM E. NEW BUSINESS

**ITEM #6 - PRELIMINARY PLAT
HIGHLANDS SUBDIVISION EVANS REPLAT**

KPB File No.	2024-119
Plat Committee Meeting:	November 18, 2024
Applicant / Owner:	Jason Evans
Surveyor:	Jason Young / Edge Survey and Design, LLC
General Location:	Solver Salmon Dr and Martin Ct in the City of Kenai

Parent Parcel No.:	049-170-02 & 049-170-03
Legal Description:	T 5N R 10W SEC 8 SEWARD MERIDIAN KN 001542A HIGHLANDS SUB LOTS 2 & 3 BLK 1
Assessing Use:	Vacant
Zoning:	Rural Unrestricted
Water / Wastewater	Onsite / Onsite
Exception Request	None

STAFF REPORT

Specific Request / Scope of Subdivision: The proposed plat will combine two lots of size 20,000 sq ft each into one lot of 40,000 sq ft.

Location and Legal Access (existing and proposed):

Legal access to the plat is off Kenai Spur Highway at Silver Salmon Dr on the south to Martin Ct on the east. Both roads are constructed but not paved and maintained by the City of Kenai having 60' dedications.

The plat is not proposing any new dedications or completing a vacation of right-of-way.

Block length is not compliant as the roads do not surround this plat. This plat is unable to dedicate a right-of-way to make block compliant due to size of the lot and location. **Staff recommends** the Plat Commission concur that an exception is not needed due to the limitations of the plat location.

KPB Roads Dept. comments	Out of Jurisdiction: Yes Roads Director: Griebel, Scott Comments: Located within city boundaries. No RSA comments or objections.
SOA DOT comments	

Site Investigation:

There are no structures located on the property according to KPB GIS data.

The terrain of the plat is relatively flat across the property with a small drop back from Martin Ct.

There are no wetlands or flood plains on the property. The City of Kenai nor the River Center review did not indicate the property to be in a FEMA designated flood hazard zone. The River Center review also did not identify the plat to be in a habitat protection district.

KPB River Center review	<p>A. Floodplain</p> <p>Reviewer: Hindman, Julie Floodplain Status: Within City of Kenai Comments: No comments</p> <p>B. Habitat Protection</p> <p>Reviewer: Aldridge, Morgan Habitat Protection District Status: Is NOT within HPD Comments: No comments</p>
State of Alaska Fish and Game	The distance for the northwest side of Lot 2A should be 200' per KN-1542a. Lot 1 is 198.45'

Staff Analysis

The land was part of the Public Land Survey System as the SW1/4 NW1/4 Section 8, Township 5 North, Range 10 West, SM, Kenai, Alaska. Highland Subdivision K1542A subdivided the land into 58 lots, one tract and 7 dedications.

A soils report will not be required due to the plat vacating lot lines.

Notice of the proposed plat was mailed to the beneficial interest holder on October 28, 2024. The beneficial interest holder will be given 30 days from the date of the mailing of the notification to respond. They are given the opportunity to notify staff if their beneficial interest prohibits or restricts subdivision or requires their signature on the final plat. If no response is received within 30 days, staff will assume they have no requirements regarding the subdivision and it may be finalized.

The plat is located within the limits of the City of Kenai. The Kenai Planning & Zoning Commission at its regular meeting of September 11, 2024 approved with unanimous consent the Resolution PZ2024-20 to approve the plat Highlands Subdivision Evans Replat. An installation agreement is not required with the City of Kenai for this plat.

Viewing KPB GIS data, there does not appear to be any encroachment issues.

Utility Easements

Utility easements listed in the certificate to plat are identified in the plat notes as not having identifiable boundaries to show. There are also easements on the plat being carried forward from the parent plat shown on the north and west lines. New 10' utility easement along the rights-of-way is being granted by this plat and noted at plat note #2.

The affected utility providers were emailed the subdivision plat public hearing notice as part of the routine notification process. Replies of no comment we received from those that did reply, but most had not replied by the time the staff report was being written. **Staff recommends** to grant utility easements requested by the utility providers or work with the utility providers to obtain approval.

Utility provider review:

HEA	No comment
ENSTAR	No comment
ACS	
GCI	

KPB department / agency review:

Addressing	Reviewer: Leavitt, Rhealyn Affected Addresses:
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	<p>1240 MARTIN CT, 5115 SILVER SALMON DR</p> <p>Existing Street Names are Correct: Yes</p> <p>List of Correct Street Names: SILVER SALMON DR, MARTIN CT, MUSKRAT WAY</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 ADDRESSES</p>
Code Compliance	<p>Reviewer: Ogren, Eric</p> <p>Comments: No comments</p>
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	<p>Reviewer: Wilcox, Adeena</p> <p>Comments: No objection</p>
Advisory Planning Commission	

STAFF RECOMMENDATIONS

CORRECTIONS / EDITS

Revise the KPB No to 2024-119

Distance of north line of lot should be 200.00', 198.45' is for Lot 1 as it is shorter pr the plat if you look closely.

PLAT NOTES TO ADD

- Modify plat note #1 to be similar to “Per KPB 20.30.250 the building setback of record has been removed. All development must comply with the municipal zoning requirements.”
- Any person developing the property is responsible for obtaining all required local, state, and federal permits.

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.

- C. The location, width, and name of existing or platted streets and public ways, railroad rights-of-way, and other important features such as section lines or political subdivisions or municipal corporation boundaries abutting the subdivision;

Staff recommendation:

Show Muskrat Way correctly in shape with the bend in it.

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:

Add cross streets off Silver Salmon Dr to the vicinity map

G. The status of adjacent lands within 100 feet of the proposed subdivision boundary or the land status across from any dedicated rights-of-way that adjoin the propose subdivision boundary, including names of subdivisions, lot lines, block numbers, lot numbers, rights-of-way; or an indication that the adjacent land is not subdivided;

Staff recommendation:

Show the north line of lot 6 block 1 and adjust the labeling within

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:

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.

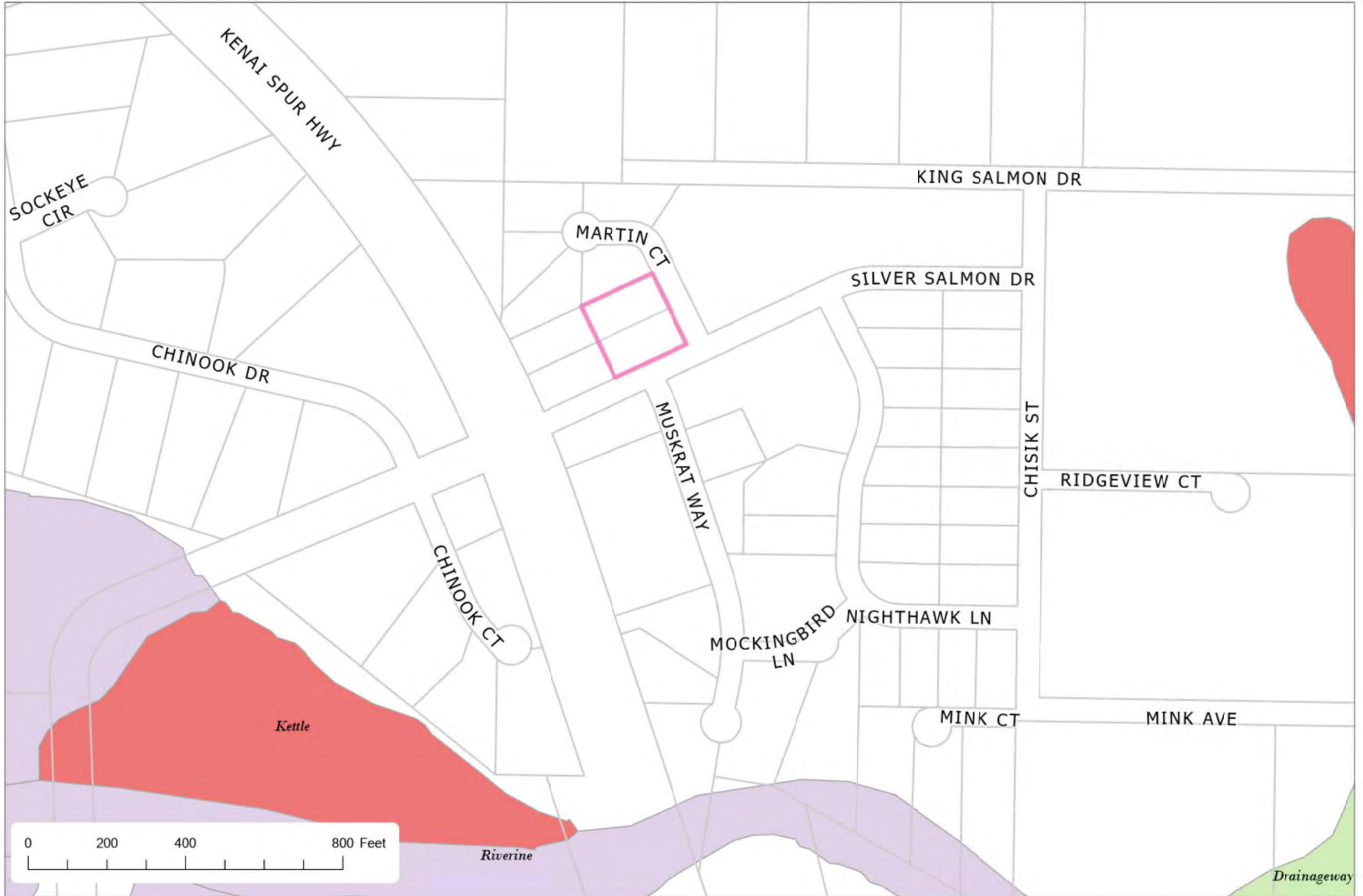
END OF STAFF REPORT



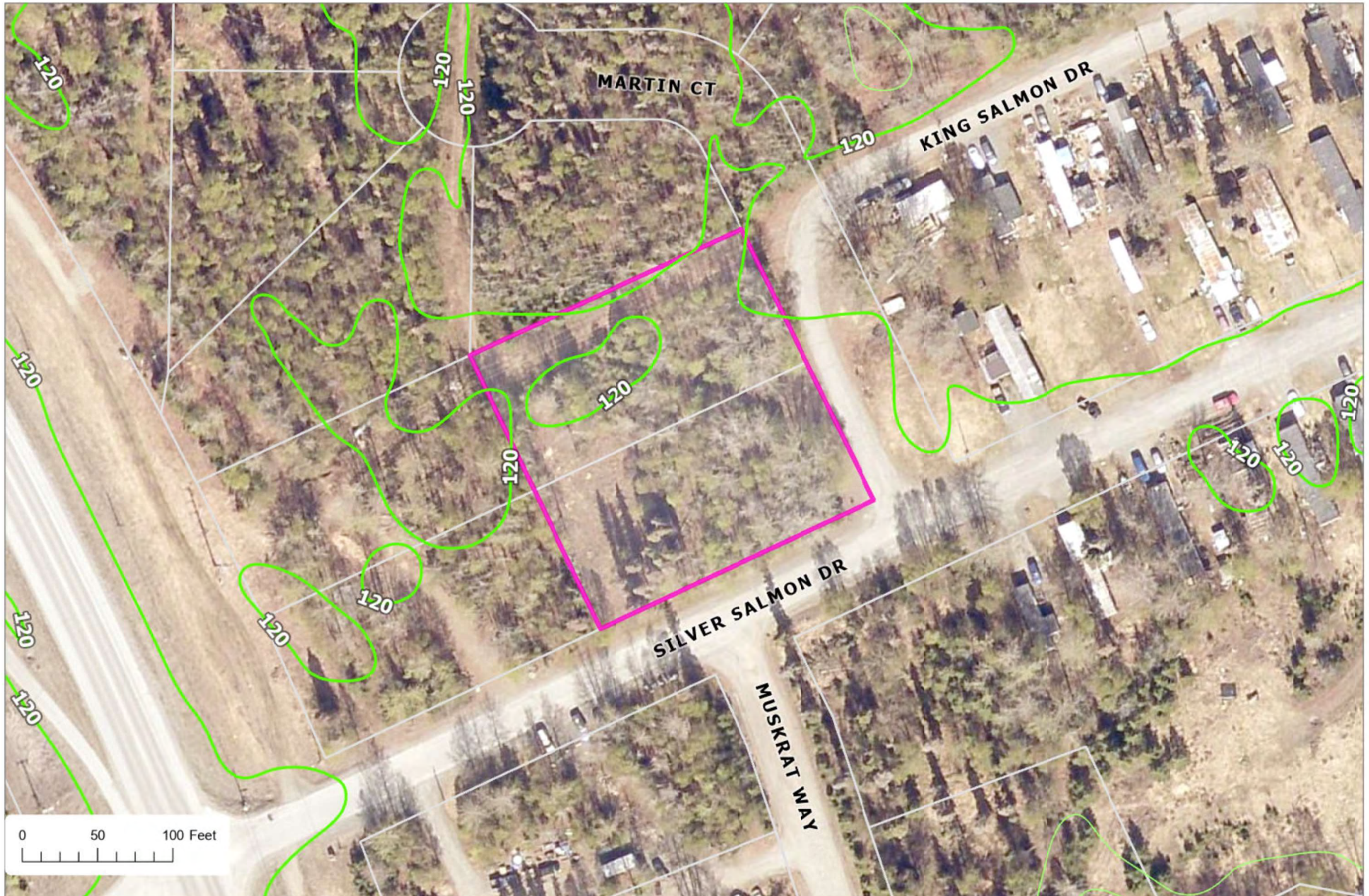
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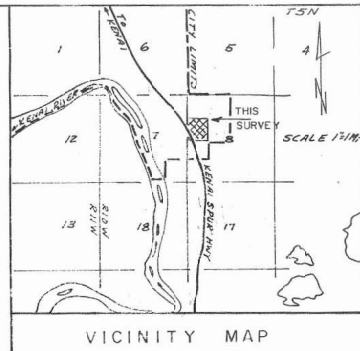
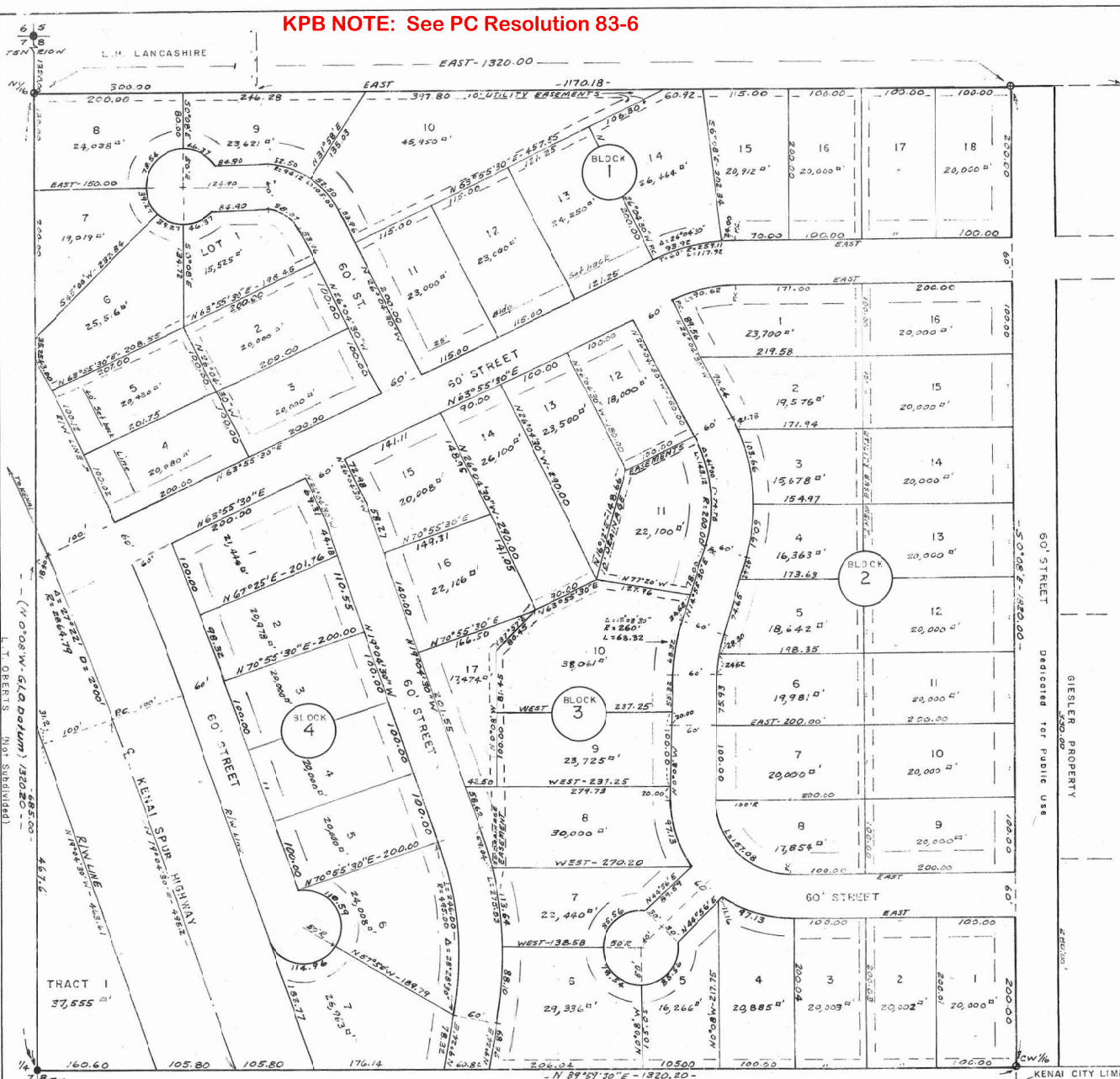


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KPB NOTE: See PC Resolution 83-6



SCALE 1" = 100'

LEGEND AND NOTES

- Found U.S.G.L.U. brass cap monument.
- Found official survey brass cap, 610-S.
- ⊙ Set brass cap monument.

All bearings refer to the S.L.D. datum of N0°00'W for the West boundary of Section 8.

- Utility or drainage easements.
- Building setback line.



CERTIFICATE OF LAND SURVEYOR.

I HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR, AND THAT THIS PLAT REPRESENTS A SURVEY MADE BY ME, AND THAT THE MONUMENTS SHOWN THEREON ACTUALLY EXIST AS LOCATED, AND THAT ALL DIMENSIONAL AND OTHER DETAILS ARE CORRECT.

DATE April 18, 1967 Stanley S. McLean
REGISTERED LAND SURVEYOR

CERTIFICATE OF OWNERSHIP AND DEDICATION.

WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF SAID PROPERTY, AND ADOPT THIS PLAN WITH OUR FREE CONSENT, AND DEDICATE ALL STREETS AND EASEMENTS SHOWN TO PUBLIC USE.

DATE _____ Morris Courson Patricia Courson
OWNER OWNER

K-1542A

Stamp area with handwritten name and date: 4/17/67

KENAI CITY PLANNING COMMISSION.
Received 4-10-67
Approved 4-19-67 James S. Wilder
Chairman

COUNCIL.
This is to certify that the within plat was duly submitted to and approved by the Council of Kenai City, Alaska, by resolution number 67-19 duly authenticated as passed this 19 day of April, 1967.
James S. Dye Mayor
Frances Sorvik City Clerk

NOTARY'S ACKNOWLEDGMENT.
Subscribed and sworn to before me this 11 day of Dec, 1967.

Frances Sorvik
Notary Public for Alaska
My commission expires 9-13-69

Duly approved by the KENAI PENINSULA BOROUGH planning commission this 15 day of JANUARY, 1968.

George J. Nevers
Chairman

*Highlands Sub.
K-1542-A*



**Kenai Planning & Zoning Commission -
Regular Meeting**

September 11, 2024 – 7:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

www.kenai.city

****Telephonic/Virtual Info on Page 2****

Agenda

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Approval of the Agenda and Consent Agenda (*Public comments on Consent Agenda Items limited to three (3) minutes per speaker; thirty (30) minutes aggregated*)

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 August 14, 2024

C. SCHEDULED PUBLIC COMMENT (*Public comment limited to ten (10) minutes per speaker*)

D. UNSCHEDULED PUBLIC COMMENT (*Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated*)

E. CONSIDERATION OF PLATS

1. **Resolution PZ2024-20** – Recommending Approval on Preliminary Plat – Highlands Subdivision Evans Replat for a Replat of Lots 2 and 3, Block 1 of the Highlands Subdivision located in the Rural Residential (RR) Zoning District.

F. PUBLIC HEARINGS

G. UNFINISHED BUSINESS

H. NEW BUSINESS

1. ***Action/Approval** – Requesting an Excused Absence for the August 14, 2024 Regular Meeting – Pettey
2. ***Action/Approval** – Recommending Approval of a Lease of Airport Reserve Land for the Property Described as Lot 4, Block 1, FBO Subdivision.

I. REPORTS

1. Planning Director
2. Commission Chair
3. Kenai Peninsula Borough Planning
4. City Council Liaison

J. ADDITIONAL PUBLIC COMMENT *(Public comment limited to five (5) minutes per speaker)*

K. NEXT MEETING ATTENDANCE NOTIFICATION

1. Next Meeting: September 25, 2024

L. COMMISSION COMMENTS AND QUESTIONS

M. PENDING ITEMS

N. ADJOURNMENT

O. INFORMATIONAL ITEMS

The agenda and supporting documents are posted on the City's website at www.kenai.city. Copies of resolutions and ordinances are available at the City Clerk's Office or outside the Council Chamber prior to the meeting. For additional information, please contact the City Clerk's Office at 907-283-8231.

Registration is required to join the meeting remotely through Zoom. Please use the link below to register:

<https://us02web.zoom.us/meeting/register/tZAuduCurjkiH9Rg-x45OVdg-H440zjXWb9U>

**KENAI PLANNING & ZONING COMMISSION
REGULAR MEETING
SEPTEMBER 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 September 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	John Coston, Vice Chair
Glenese Pettey	Sonja Earsley
Jeff Twait	Diane Fikes
Gwen Woodard	

A quorum was present.

Also in attendance were:

Brandon McElrea, Acting Planning Director
Alex Douthit, City Council Liaison
Meghan Thibodeau, Deputy City Clerk

3. Approval of Agenda and Consent Agenda

MOTION:

Commissioner Twait **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 August 14, 2024

Approved by the consent agenda.

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

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

E. **CONSIDERATION OF PLATS**

1. **Resolution No. PZ2024-20** – Recommending Approval on Preliminary Plat – Highlands Subdivision Evans Replat for a Replat of Lots 2 and 3, Block 1 of the Highlands Subdivision located in the Rural Residential (RR) Zoning District.

MOTION:

Commissioner Twait **MOVED** to approve Resolution PZ2024-20. Commissioner Fikes **SECONDED** the motion.

Acting Planning Director McElrea provided an overview of the staff report as included in the packet and attached to Resolution No. PZ2024-20, and explained the purpose of the replat was to merge two lots into a single lot. Staff's findings were reviewed, and it was noted that staff's recommendation is approval subject to the condition specified within the staff report as attached to Resolution No. PZ2024-20.

UNANIMOUS CONSENT was requested.

There being no objection; **SO ORDERED**.

F. **PUBLIC HEARINGS**

G. **UNFINISHED BUSINESS** - None.

H. **NEW BUSINESS**

1. ***Action/Approval** – Requesting an Excused Absence for the August 14, 2024 Regular Meeting – Pettey

Approved by the consent agenda.

2. ***Action/Approval** – Recommending Approval of a Lease of Airport Reserve Land for the Property Described as Lot 4, Block 1, FBO Subdivision.

Approved by the consent agenda.

I. **REPORTS**

1. Planning Director – Acting Planning Director McElrea reported on the following:
 - New Planning Director has been hired, first day will be in October; McElrea is Acting Director in the meantime.
2. Commission Chair – Reported that the appeals have been received for the applications denied at the previous Planning & Zoning Commission meeting; will be reviewed by the Board of Adjustment.
3. Kenai Peninsula Borough Planning – Commissioner Fikes reported on recent actions of the Kenai Peninsula Borough Planning Commission.
4. City Council Liaison – Council Member Douthit reported on recent actions of the City Council.

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

K. **NEXT MEETING ATTENDANCE NOTIFICATION**

1. Next Meeting: September 25, 2024

L. COMMISSION COMMENTS AND QUESTIONS

Commissioner Earsley expressed appreciation for Acting Planning Director McElrea.

Commissioner Fikes asked about the decision issued on the previous Board of Adjustment appeal.

Chair Halstead noted that the Kenai Fire Department and Central Emergency Services had a memorial event honoring firefighters lost on September 11, 2001.

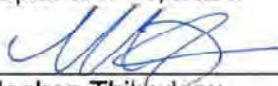
M. PENDING ITEMS – None.

N. ADJOURNMENT

O. INFORMATIONAL ITEMS – None.

There being no further business before the Planning & Zoning Commission, the meeting was adjourned at 7:19 p.m.

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



Meghan Thibodeau
Deputy City Clerk



**CITY OF KENAI
PLANNING AND ZONING COMMISSION
RESOLUTION NO. PZ2024-20**

A RESOLUTION RECOMMENDING THAT PRELIMINARY PLAT FOR HIGHLANDS SUBDIVISION EVANS REPLAT ATTACHED HERETO BE **APPROVED**.

PROPERTY ADDRESSES: 5115 Silver Salmon Drive and 1240 Martin Court

LEGAL DESCRIPTIONS: Lot 2 and Lot 3, Highland Subdivision

KPB PARCEL NUMBERS: 04917002 and 04917003

WHEREAS, the City of Kenai received a preliminary plat from Edge Survey and Design, LLC, on behalf of the property owner, Jason Evans for a replat of Lot 2 and Lot 3, Highlands Subdivision; 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 Silver Salmon Drive (unpaved and City-maintained road); and,

WHEREAS, City water and sewer lines are not available to the tracts and 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*, the preliminary plat meets City standards for minimum lot size in the RR zoning district.

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 Highlands Subdivision Evans Replat for a replat of Lot 2 and Lot 3, Block 1, Highlands Subdivision be approved subject to the following conditions.

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

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



JOE HALSTEAD, CHAIRPERSON

ATTEST



Meghan Thibodeau, Deputy City Clerk