

*Ord 80-19  
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# KENAI PENINSULA BOROUGH

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## MEMORANDUM

TO: The Honorable JoAnn Elson, President  
Kenai Peninsula Borough Assembly

Kenai Peninsula Borough Assembly Members

FROM: Philip Waring, Director *PCW*  
Planning Department

SUBJECT: Grant Contract for Preparation of Phase Two of the Kenai Peninsula Borough Coastal Development Program.

DATE: February 26, 1980

### BACKGROUND

The purpose of a Borough Coastal Development Program is to present and substantiate local policies for the development and management of coastal resources in the Borough. Upon adoption by the Assembly, the program documents will be used by industry as well as State and Federal agencies as they plan developments or review permits for development projects.

Until such time as local policies are known and substantiated, State and Federal agencies make permit decisions based on the Coastal Management Guidelines and Standards adopted by the State. These guidelines and standards are so general that the private sector never knows what to expect. Agencies reviewing permits under the State guidelines can be just about as strict as they wish when making permit decisions. Once the Borough Coastal Development Program is approved, State and Federal agency actions must be consistent with the Borough Program.

The Borough has to comply with the general standards if State approval is to be gained. The generalness works in the Borough's favor if the Borough prepares and substantiates a pro-development plan. Once the Borough has presented and substantiated a concrete Coastal Development Program, agencies must work hard to justify an action contrary to the Borough program.

### THREE YEAR SCHEDULE FOR PREPARING A BOROUGH COASTAL DEVELOPMENT PROGRAM

Preparation of a Borough Coastal Development Program is scheduled to occur in three phases. Each phase will take about a year of work. The three phases and the status of each phase is outlined below. The grant contract before the Assembly is to fund Phase Two of the project.

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Phase One (1979-80) - Consultant recommends a Coastal Development Program which meets local goals as well as State Guidelines and Standards.

- Reports and Status

KENAI PENINSULA BOROUGH  
COASTAL DEVELOPMENT PROGRAM  
PART I  
RESOURCE INVENTORY AND BACKGROUND REPORT

Camera ready copy of Part I to be printed under Phase Two grant.

KENAI PENINSULA BOROUGH  
COASTAL DEVELOPMENT PROGRAM  
PART II  
PROGRAM, PLANS AND RECOMMENDATIONS

Limited number of Part II printed for Assembly, Planning Commission and City Review. 460 more will be printed for general distribution if the Phase Two grant is approved.

Phase Two (1980-81) - Extensive Local and Planning Commission review of the Consultant's recommendations produced in Phase One. Based on a thorough, year long collection of public comments including those of State and Federal Agencies, the Planning Commission will direct the revisions of the Borough Coastal Development Program. The revised program will be presented to the Assembly for review and action in Phase Three.

The Scope-of-Work for Phase Two is outlined in Appendix "A" of the grant contract which is attached.

Status: No work can be started until the Phase Two grant contract is approved.

Phase Three (1981-82) - Assembly review of the Coastal Development Program recommended by the Planning Commission. The Assembly makes any revisions and decides whether to present the Program to the State for approval by the Alaska Coastal Policy Council. Assembly adopts any ordinances necessary to implement the Coastal Development Program when the State approves the Program.

## APPENDIX "A"

### SCOPE OF SERVICES

#### KENAI PENINSULA BOROUGH

#### COASTAL DEVELOPMENT PROGRAM

##### Introduction

The Kenai Peninsula Borough, located in Southcentral Alaska, has one of the State's most extensive coastlines, and has experienced substantial growth in recent years. New and proposed major development activities, including the Lower Cook Inlet Lease Sale, proposed Lower Cook Inlet--Shelikof (#60) and Western Gulf of Alaska--Kodiak (#46) Lease Sales, Pacific Alaska LNG Plant, and Beluga Coal development, all underscore the need for effective development and management of coastal resources. In addition, the Kenai Peninsula coastal area receives extensive recreational use by the Anchorage metropolitan area population.

The Borough has undertaken and completed several projects to assist municipal governments in accommodating growth generated by coastal energy exploration and development. In order to broaden the areas and types of growth considered, the Borough initiated activities designed to lead to adoption of a coastal development program within a three-year time frame. Phase One of this program, carried out during the past year, produced background documents necessary to begin the extensive public participation process of Phase Two. These products are a synthesis of available information on all aspects of coastal management and present a consultant's recommendations on coastal development and management alternatives.

Phase Two is described in the following work program. The material produced in Phase One will be used to support a program of public education, goal identification and policy formulation. Information and recommendations prepared in Phase One will be revised and expanded, as necessary, to design a coastal development program that supports goals identified and policies formulated. The key product of Phase Two will be a "Public Hearing Draft" for the Kenai Peninsula Borough Coastal Development Program.

During Phase Three, the coastal development program is to be adopted and implemented.

##### Work Program

Phase Two of the Kenai Peninsula Borough Coastal Development Program consists of a series of elements designed to: present background information and initial recommendations for coastal development and management to the public, including local, State and federal agencies, special interest groups and the citizenry at large; to obtain comments and recommendations for changes; and to review these comments and revise the program accordingly. The objective of this work will be to produce a "Public Hearing Draft" for formal consideration by the Borough Planning Commission and Assembly.

1. Background Report, Recommendations and Summary. The products completed during Phase One are to be reproduced to allow broad distribution to interested parties. Five hundred copies of the Background Report will be printed, with 50 copies to be furnished to the Department of Community and Regional Affairs. Four hundred and forty copies of initial recommendations contained in a Technical Report will also be printed, with 50 copies provided to the Department of Community and Regional Affairs. One thousand copies of an Executive Summary will be printed, with 150 copies furnished to the Department of Community and Regional Affairs. The Borough will be responsible for distributing copies of each product to organizations and individuals contained on lists compiled jointly by the Borough, the State Department of Community and Regional Affairs and the State Office of Coastal Management. Copies of transmittal letters and distribution lists will be furnished to the Department of Community and Regional Affairs and the Office of Coastal Management.

2. Survey. A survey of borough residents will be conducted using random sampling techniques to obtain information about local attitudes toward coastal development and management issues. A draft of the survey narrative will be furnished to the Department of Community and Regional Affairs before the survey is administered, with a minimum of 10 working days allowed for review and comment from the time of receipt. A summary of survey results will be furnished to the Department of Community and Regional Affairs.

3. Issue Papers. The survey results will be used to produce a set of concise issue papers. It is anticipated attention will be focused upon approximately a dozen of the most critical and controversial issues identified in the survey and in response to release of reports distributed under (1). The issue papers will be a key ingredient in developing a package to solicit public involvement through a series of local meetings and other means. As such, the issue papers must be drafted in a manner which is easily readable and readily understandable to the general public. A draft of each issue paper will be submitted to the Department of Community and Regional Affairs, with at least 10 working days after receipt allowed for review and comment. The issue papers will be widely disseminated and publicized, including distribution to the news media, and may be distributed together with requests for comments and a schedule for the public meeting series.

4. Comments. Comments received on the issue papers will be summarized and made available for the public meeting series. Copies of the comments and summary will be provided to the Department of Community and Regional Affairs and other interested parties.

5. Presentation Package. An informational package will be prepared to explain the coastal development program, using slides, maps, specialized handouts, etc. The package will be designed for presentation in the public meeting series. The presentation will be augmented for each of the 10 individual meeting areas to provide information specific to the

particular locale involved. The presentation package will be designed so that it can be used subsequently in meetings with special interest groups or other organizations which might have an interest in the coastal development program, and request such sessions. The Department of Community and Regional Affairs will be furnished at least 10 working days from receipt to review and comment upon the standard presentation package.

6. Public Meetings. The public meeting series will include at least one session at each of the following locations.

Kenai  
Soldotna  
Ninilchik  
Homer  
Seldovia  
Port Graham  
English Bay  
Tyonek  
Seward  
Hope

The meetings will be held to present materials described above, answer questions and receive comments.

7. Questions and Comments. Questions and comments presented at each meeting will be recorded and summarized by category to allow issues and concerns to be evaluated from both a local and borough-wide perspective. The summary of questions and comments will be provided to the Department of Community and Regional Affairs and other interested parties requesting it.

8. Responses. Specific or detailed responses to questions and comments not already covered in the summary under (7) will be drafted and furnished to the commentator(s) raising the point. Copies of such correspondence will also be forwarded to the Department of Community and Regional Affairs.

9. Revisions. Based upon the attitudinal survey, the public meeting series and other public involvement efforts and the issue analysis, the proposed coastal development program will be revised. The revisions will be printed in the form of an addendum, and will be distributed to all interested parties (including the Department of Community and Regional Affairs) for review and comment. Public meeting presentation materials will also be revised accordingly, and a schedule for a second meeting series will be established.

10. Public Meetings. The second series of meetings will be prepared for and conducted as specified under (5) and (6). The objective of these meetings will be to explain program revisions and why they were made (or why other requested changes were not made), and to obtain further comments and answer questions.

11. Questions and Comments. Questions and comments presented at each meeting will again be recorded and summarized by category, with copies of the summary furnished to the Department of Community and Regional Affairs and other interested parties requesting it.

12. Survey. A second survey will then be conducted to assess public awareness of coastal management efforts, and to determine how well coastal issues have been addressed through the public work sessions and related activities and revision of the coastal development program. A draft of the survey narrative will be furnished to the Department of Community and Regional Affairs before the survey is administered, with a minimum of 10 working days allowed for review and comment from the time of receipt. A summary of survey results will be furnished to the Department of Community and Regional Affairs. Survey results will be employed by the Kenai Peninsula Borough Planning Commission to prepare recommendations to the Borough Assembly.

13. The Kenai Peninsula Borough Coastal Development Program will again be revised to reflect the overall public involvement effort (and assure compliance with the Standards and Guidelines for the Alaska Coastal Management Program) to produce a "Public Hearing Draft" to be formally considered by the Planning Commission and Assembly. Five hundred copies will be printed, with 50 provided to the Department of Community and Regional Affairs. The Borough will be responsible for distributing copies of each product to organizations and individuals contained on a list compiled jointly by the Borough, Department of Community and Regional Affairs, and Office of Coastal Management, with copies of the transmittal letter and distribution list provided to the Department of Community and Regional Affairs and Office of Coastal Management. Local concept approval, State review and approval, local adoption of the Coastal Development Program by ordinance, and implementation are to be covered in Phase Three under a new grant contract. The Department of Community and Regional Affairs will be provided with a schedule for Phase Three activities and an outline of necessary implementation activities, such as preparation of any new ordinances needed and cost estimates for Phase Three.

14. It is also anticipated one or more special studies will be carried out concurrently with the Phase Two project. Funding for a special study has been requested to produce a coastal development plan for the Homer Spit, which has been proposed as an "area which merits special attention." Grant funding for this project would be provided through an amendment to this grant contract or under a separate grant contract. (The work program has not been finalized at this time.) Other special studies may be proposed as work proceeds.

15. Bimonthly progress reports summarizing accomplishments and identifying any anticipated problems will be submitted to the Department of Community

and Regional Affairs. Products submitted for review as described in preceding elements may be substituted for progress reports.

BUDGET.

The project budget will be \$250,000, consisting of \$200,000 of grant funds and a \$50,000 local matching share. The local match will be provided in the form of cash.

Schedule

The project will commence upon execution of the grant contract, and will extend through April 30, 1981.

A detailed schedule for individual elements will be included in the Borough's subcontract.

