

Introduced by: Glick, Thibodeau  
Date: 11/17/92  
Hearing: 12/15/92  
Postponed to: 1/19/93  
Tabled: 1/19/93  
Removed: 2/16/93  
Action: Defeated  
Vote: Unanimous

**KENAI PENINSULA BOROUGH  
ORDINANCE 92-59**

**AN ORDINANCE REPEALING CHAPTER 17.04 OF THE BOROUGH CODE AND  
ENACTING A NEW CHAPTER 17.06 TO ESTABLISH A LAND MANAGEMENT  
DIVISION WITHIN THE RESOURCE PLANNING DEPARTMENT**

**WHEREAS,** it is desirable to update Title 17 of the Code of Ordinances pertaining to the management of borough owned lands; and

**WHEREAS,** it is desirous to establish a specific division within the Resource Planning Department to facilitate the proper management of borough owned lands; and

**WHEREAS,** it is necessary to define the responsibilities of the land management officer; and

**WHEREAS,** it is desirable to have policies and procedures for the administration of borough land;

**NOW THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:**

**SECTION 1.** That the Kenai Peninsula Borough Code of Ordinances is hereby amended by repealing Chapter 17.04 and enacting a new chapter entitled "Land Management Division" to be numbered KPB 17.06, which shall read as follows:

**CHAPTER 17.06**

**LAND MANAGEMENT DIVISION**

**17.06.010. Land management division - Established.**

There is established within the office of the resource planning department the division of land management. The division of land management shall be administered by the land management officer who shall be subject to the direction and supervision of the planning director. The land management division shall be the managing authority for all borough land unless the mayor has designated in writing another borough department as the managing authority for a specific parcel

of land. The land management division shall manage borough land in accordance with this title, the management plans, and with procedures adopted by the mayor and made available to the public. A managing authority other than the land management division may promulgate rules and regulations for the use of borough land under their authority.

**17.06.020. Land management officer - Responsibilities.**

The land management officer shall have authority and responsibility for:

- A. Establishing and maintaining the borough's land bank in accordance with section 17.06.300 -.320;
- B. Preparing preliminary recommendations to the planning commission for classification of borough lands from time to time in an ongoing and orderly manner;
- C. Reviewing classification petitions and make recommendations to the planning commission;
- D. Preparing lease and permit documents and executing same upon authorization by the mayor as provided by section 17.06.470 and section 17.06.480.
- E. Preparing invoices of fees due on lease payments;
- F. Administering authorized sales of lands including preparation of necessary documents;
- G. Preparing and executing contracts for the sale of small quantities of materials;
- H. Providing information and assistance to the public and governmental agencies on borough land matters;
- I. Organizing and supervising the land management division staff.

**SECTION 2.** That this ordinance takes effect at 12:01 AM on the day following its enactment.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 1992.**

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Betty J. Glick, Assembly President

ATTEST:

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Gaye J. Vaughan, Borough Clerk