

C. CONSENT AGENDA

***3. Minutes**

- a. August 11 2025, 2025 Plat Committee Meeting Minutes**

Kenai Peninsula Borough

Plat Committee

Betty J. Glick Assembly Chambers, Kenai Peninsula Borough George A. Navarre Administration Building

AUGUST 11, 2025
6:30 PM
UNAPPROVED MINUTES

A. CALL TO ORDER

Commissioner Gillham called the meeting to order at 6:30p.m.

B. ROLL CALL

Plat Committee Members/Alternates

Karina England, City of Seward

Pamela Gillham, Kalifornsky/Kasilof District

Virginia Morgan, Cooper Landing/Hope/Eastern Peninsula District

Franco Venuti, City of Homer

Paul Whitney, City of Soldotna

Staff Present

Robert Ruffner, Planning Director

Vince Piagentini, Platting Manager

Jenny Robertson, LMD Administrative Assistant

Ann Shirnberg, Planning Administrative Assistant

With 5 members in attendance, a quorum was present.

Election of Officers

Commissioner Whitney nominated, seconded by Commissioner Venuti, Commissioner Gillham for the position of Chair for the Plat Committee. Seeing and hearing no objections, discussion or other nominations, Commissioner Gillham was appointed Chair.

Commissioner Venuti nominated, seconded by Commissioner England, Commissioner Whitney for the position of Vice Chair for the Plat Committee. Seeing and hearing no objections, discussion or other nominations, Commissioner Whitney was appointed Vice-Chair.

C. APPROVAL OF AGENDA, EXCUSED ABSENCES, AND MINUTES

***3. Approval of Minutes**

a. July 14, 2025 Plat Committee Meeting Minutes

***4. Grouped Plats:** The plats placed on the consent agenda are considered simple or non-controversial. They are generally lot splits, lot line adjustment, no exceptions or ones that received no public comments. The grouped plats on the consent agenda are as follows:

E2. Christensen Gardens; KPB File 2025-061

E6. Don Jack Subdivision 2025 Addition; KPB File 2025-105

Chair Gillham asked if anyone from the public wished to speak to any of the items under the consent agenda. Hearing no one wishing to comment discussion was opened among the commission.

MOTION: Commissioner Whitney moved, seconded by Commissioner England to approve the agenda, the minutes from the July 14, 2025 Plat Committee and grouped plats based on staff recommendations and compliance to borough code, adopting and incorporating by reference the staff reports and staff recommendations.

Seeing and hearing no objection or discussion, the motion was carried by the following vote:

MOTION PASSED BY UNANIMOUS VOTE

Yes - 5	England, Gillham, Morgan, Whitney, Venuti
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E. NEW BUSINESS

**ITEM #1 - PRELIMINARY PLAT
KENAITZE ACRES**

KPB File No.	2025-100
Plat Committee Meeting:	August 11, 2025
Applicant / Owner:	Kenaitze Indian Tribe IRA
Surveyor:	Jason Young / Edge Survey & Design, LLC
General Location:	Redoubt Ave & N Forest Dr / City of Kenai
Parent Parcel No.:	041-010-02
Legal Description:	T 6N R 11W SEC 30 SEWARD MERIDIAN KN - RS SE1/4
Assessing Use:	Vacant
Zoning:	Rural Unrestricted
Water / Wastewater	Onsite
Exception Request	KPB 20.30.030 – Proposed Street Layout Requirements KPB 20.30.170 – Block Length Requirements KPB 20.30.100 – Cul-de-sacs

Staff report given by Platting Vince Piagentini.

Chair Gillham opened the item for public comment.

Jason Young, Edge Survey & Design; P.O. Box 59, Kasilof AK 99610: Mr. Young was the surveyor on this project and made himself available for questions.

Elizabeth Cooper; 720 Sycamore Street, Kenai, AK 99611: Ms. Cooper is a neighboring landowner and expressed concerns about potential development issues.

Jerry Johnson; P.O. Box 27, Clam Gulch AK 99568: Mr. Johnson noted that it appeared the materials in the public notice that Ms. Cooper was sent were incomplete.

Staff looked into the issue and it appears that the correct materials were sent out and that the problem was how Ms. Cooper printed the information. Director Ruffner also informed Ms. Cooper that her concerns regarding development issues were not ones that the committee could address and that she needed to take them up with the city of Kenai.

Seeing and hearing no one else wishing to comment, public comment was closed and discussion was opened among the committee.

MAIN MOTION: Commissioner England moved, seconded by Commissioner Whitney to grant preliminary approval to Kenaitze Acres based on staff recommendations and compliance to borough code and adopting and incorporating by reference the staff report and staff recommendations.

EXCEPTION REQUEST A: Commissioner England moved, seconded by Commissioner Whitney to grant the exception request to KPB 20.30.030 – Proposed Street Layout Requirements & KPB 20.30.170 – Block Length Requirements citing findings 1 – 3 in support of standard one, findings 3 & 4 in support of standard two and finds 4 – 6 in support of standard three.

Seeing and hearing no objection or discussion, the motion was carried by the following vote:

EXCEPTION REQUEST A MOTION PASSED BY UNANIMOUS VOTE

Yes - 5	England, Gillham, Morgan, Venuti, Whitney
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EXCEPTION REQUEST B: Commissioner England moved, seconded by Commissioner Whitney to grant the exception request to KPB 20.30.100 – Cul-de-sacs, citing findings 1 – 3 & 5 in support of standard one, findings 1, 4, 6 & 7 in support of standard two and finds 1, 2, & 5 in support of standard three.

Seeing and hearing no objection or discussion, the motion was carried by the following vote:

EXCEPTION REQUEST B MOTION PASSED BY UNANIMOUS VOTE

Yes - 5	England, Gillham, Morgan, Venuti, Whitney
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Seeing and hearing no objection or discussion, the motion was carried by the following vote:

MAIN MOTION PASSED BY UNANIMOUS VOTE

Yes - 5	England, Gillham, Morgan, Venuti, Whitney
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**ITEM #2 - PRELIMINARY PLAT
CHRISTENSEN GARDENS**

KPB File No.	2025-061
Plat Committee Meeting:	August 11, 2025
Applicant / Owner:	Michael & Shila Hough
Surveyor:	Christopher Mullikin / Mullikin Surveys, LLC
General Location:	Hough Road, Craftsman Road, Near MP 1.5 East End Road City of Homer
Parent Parcel No.:	179-021-66
Legal Description:	T 06S R 13W SEC 16 SEWARD MERIDIAN HM 2023014 CHRISTENSEN TRACTS 2021 ADDN TRACT F-1
Assessing Use:	Residential Vacant
Zoning:	City of Homer Rural Residential
Water / Wastewater	City Water for both Lots City Sewer for Tract F-1-A On-Site for Tract F-1-B
Exception Request	None Requested

**Approved Under The Consent Agenda*

**ITEM #3 - PRELIMINARY PLAT
VIRGINIA LYN 2025 REPLAT**

KPB File No.	2025-062
Plat Committee Meeting:	August 11, 2025
Applicant / Owner:	Applicants: Paul & Marilyn Hueper Owners: Mustard Seed Trust
Surveyor:	Christopher Mullikin / Mullikin Surveys, LLC
General Location:	Virginia Lynn Way off Mattox Road / Homer Area
Parent Parcel No.:	179-133-05 & 179-133-06
Legal Description:	T 6S R 13W SEC 21 SEWARD MERIDIAN HM 0610256 VIRGINIA LYN SUB LOTS 53 & 54

Staff report given by Platting Manager Vince Piagentini. Upon review of the submittal, staff determined ownership of the involved parcels had changed since original submittal. As a result, the item has been postponed until the ownership requirements are satisfied in accordance with KPB 20.25.070 and KPB 20.25.080. Public notice had been sent out so it was recommended that public testimony be opened to see if there was anyone in attendance who wished to speak to this. No decision is required by the committee.

Chair Gillham opened the item for public comment. Seeing and hearing no one wishing to comment, public comment was closed.

**ITEM #4 - PRELIMINARY PLAT
PETER COOPER TRACT A SUBDIVISION**

KPB File No.	2025-098
Plat Committee Meeting:	August 11, 2025
Applicant / Owner:	Peter Allen & Elaine K. Cooper
Surveyor:	Jerry Johnson / Johnson Land Surveying
General Location:	Sterling Hwy MP 126.5 / Ninilchik
Parent Parcel No.:	139-100-47
Legal Description:	T 1N R 13W SEC 34 SEWARD MERIDIAN HM 2003084 PETE COOPER TRACT A TRACT A
Assessing Use:	Residential
Zoning:	Rural Unrestricted
Water / Wastewater	Onsite / Onsite
Exception Request	20.30.170 & 20.30.190

Staff report given by Platting Vince Piagentini.

Chair Gillham opened the item for public comment.

Jerry Johnson; P.O. Box 27, Clam Gulch AK 99568: Mr. Johnson was the surveyor on this project and made himself available for questions.

Seeing and hearing no one else wishing to comment, public comment was closed and discussion was opened among the committee.

MAIN MOTION: Commissioner England moved, seconded by Commissioner Venuti to grant preliminary approval to Peter Cooper Tract A Subdivision based on staff recommendations and compliance to borough code and adopting and incorporating by reference the staff report and staff recommendations.

EXCEPTION REQUEST: Commissioner England moved, seconded by Commissioner Venuti to grant the exception request to KPB 20.30.170-Block Length Requirements & KPB 20.30.190-Lot Dimensions for Tract A2, citing findings 1-4 in support of standards one, two and three.

Seeing and hearing no objection or discussion, the motion was carried by the following vote:

EXCEPTION REQUEST MOTION PASSED BY UNANIMOUS VOTE

Yes - 5	England, Gillham, Morgan, Venuti, Whitney
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Seeing and hearing no objection or discussion, the motion was carried by the following vote:

MAIN MOTION PASSED BY UNANIMOUS VOTE

Yes - 5	England, Gillham, Morgan, Venuti, Whitney
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**ITEM #5 - PRELIMINARY PLAT
HYLEN 2025 ADDITION**

KPB File No.	2025-101
Plat Committee Meeting:	August 11, 2025
Applicant / Owner:	John N. Hylen Jr.
Surveyor:	Jerry Johnson / Johnson Surveying
General Location:	North of Oil Well Rd / Ninilchik Area

Parent Parcel No.:	157-170-36
Legal Description:	T 1S R 14W SEC 34 SEWARD MERIDIAN HM 2009002 HYLEN 2008 ADDN TRACT A
Assessing Use:	Residential Improved Land
Zoning:	Rural Unrestricted
Water / Wastewater	Onsite
Exception Request	None requested

Staff report given by Platting Vince Piagentini.

Chair Gillham opened the item for public comment.

Jerry Johnson; P.O. Box 27, Clam Gulch AK 99568: Mr. Johnson was the surveyor on this project and made himself available for questions.

Seeing and hearing no one else wishing to comment, public comment was closed and discussion was opened among the committee.

MOTION: Commissioner England moved, seconded by Commissioner Whitney to grant preliminary approval to Hylen 2025 Addition based on staff recommendations and compliance to borough code and adopting and incorporating by reference the staff report and staff recommendations.

Seeing and hearing no objection or discussion, the motion was carried by the following vote:

MOTION PASSED BY UNANIMOUS VOTE

Yes - 5	England, Gillham, Morgan, Venuti, Whitney
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**ITEM #6 - PRELIMINARY PLAT
DON JACK SUBDIVISION 2025 ADDITION**

KPB File No.	2025-105
Plat Committee Meeting:	August 11, 2025
Applicant / Owner:	Richard W. Rasmusen
Surveyor:	Jerry Johnson / Johnson Land Surveying
General Location:	Robin Avenue & Goodyear Street S / Funny River Area

Parent Parcel No.:	066-450-53
Legal Description:	T 05N R 08W SEC 30 SEWARD MERIDIAN KN 2020082 DON JACK SUBD 2020 ADDN LOT 12A
Assessing Use:	Residential Vacant
Zoning:	Rural Unrestricted
Water / Wastewater	Onsite
Exception Request	None Requested

**Approved Under The Consent Agenda*

G. ADJOURNMENT

Commissioner England moved to adjourn the meeting at 7:06 P.M.

Ann E. Shirnberg
Administrative Assistant