

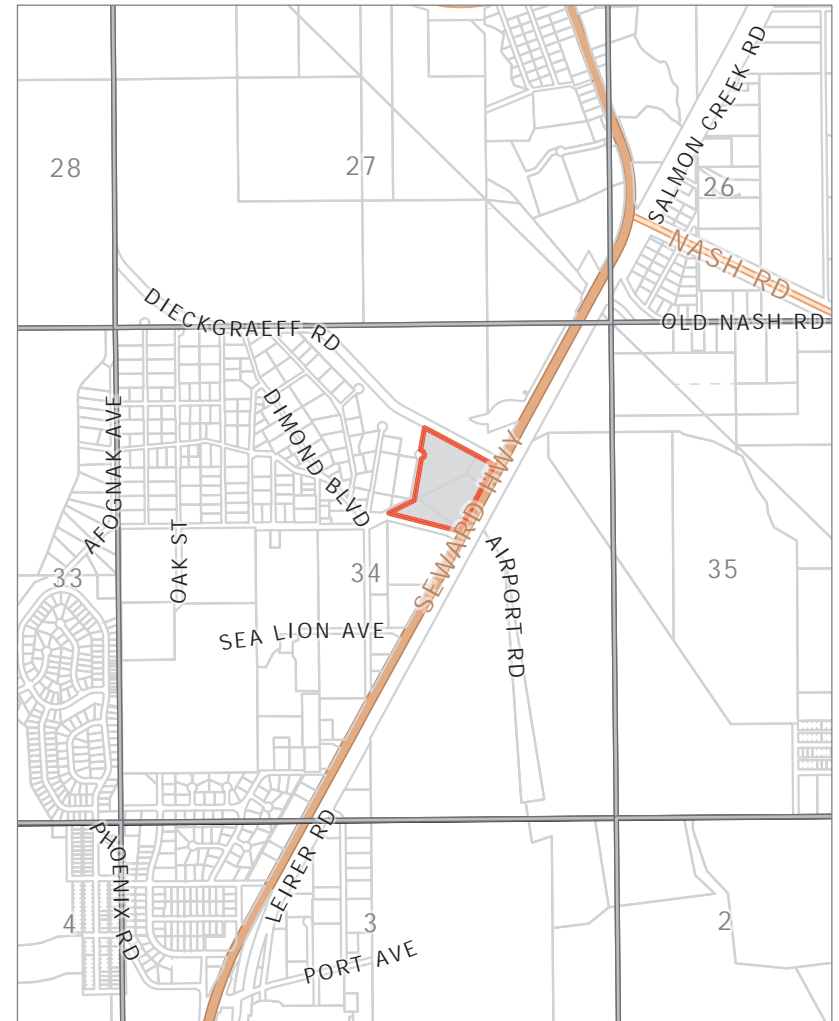
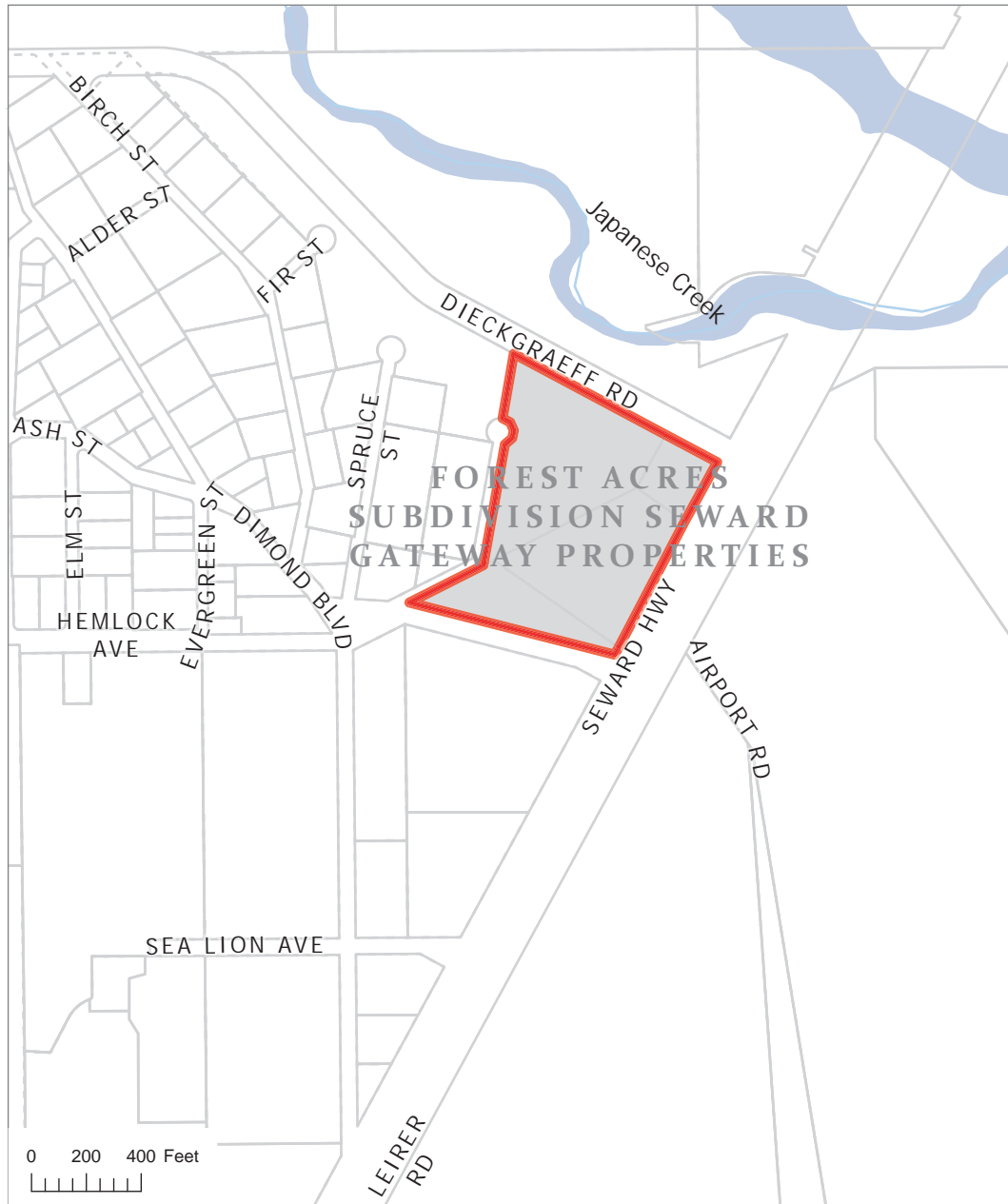
## **E. NEW BUSINESS**

### **1. Forest Acres Subdivision Seward Gateway Properties**

**KPB File 2025-178**

**AK Lands / City of Seward, Mauer, Williams**

**Location: Seward Highway, Dieckgraeff Road, Laurel Street &  
Juniper Street  
City of Seward**



KPB File 2025-178  
T01N R01W SEC34  
Seward



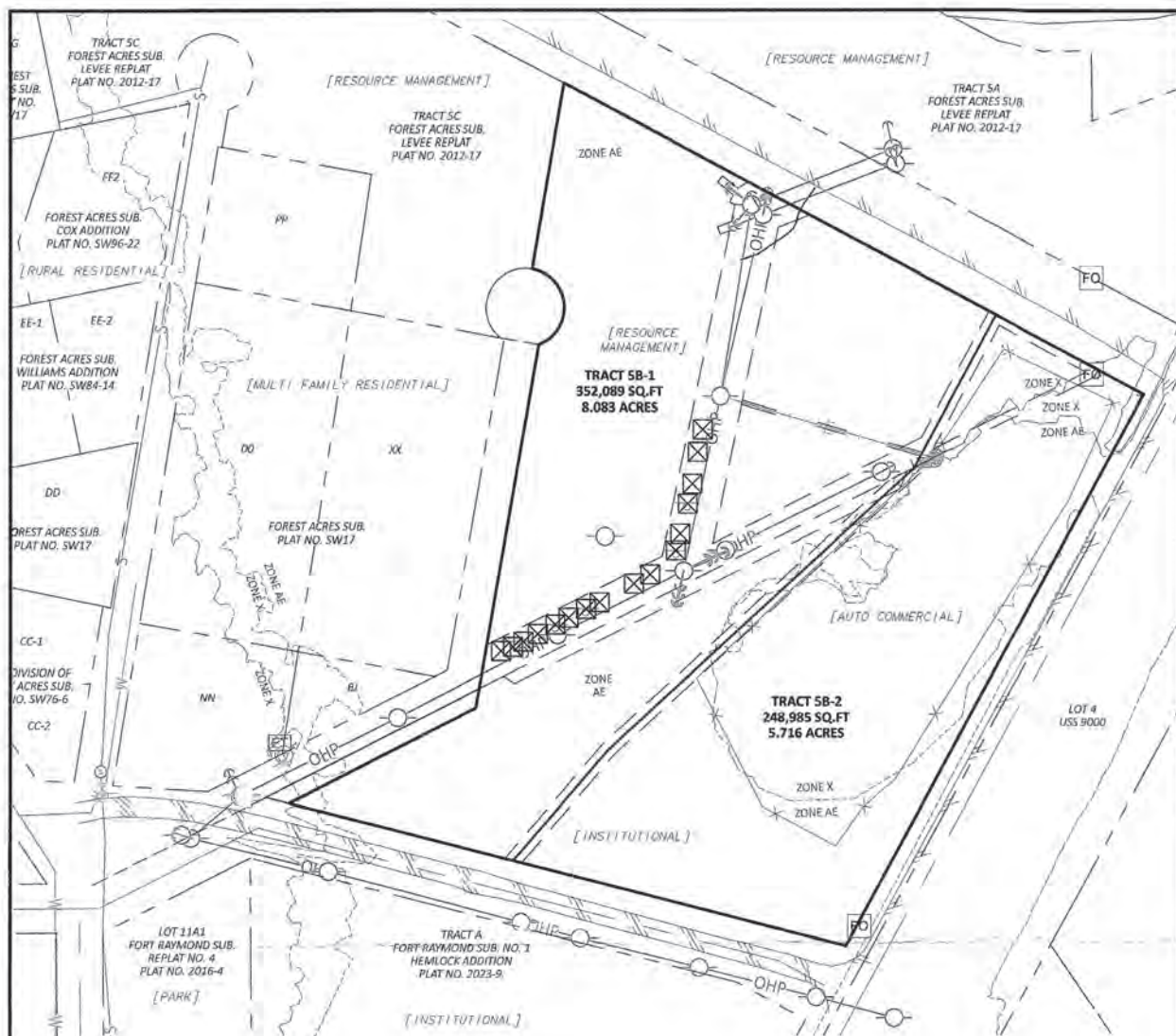


The information depicted hereon is for a graphical representation only of best available sources. The Kenai Peninsula Borough assumes no responsibility for any errors on this map.







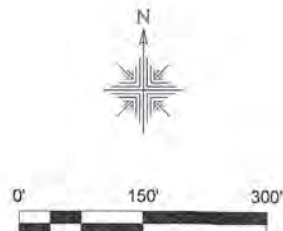


# LEGEND

	POWER POLE		FENCE
	GUY ANCHOR		EDGE OF ASPHALT
	ELECTRICAL METER		FEMA FLOOD ONE
	ELECTRICAL TRANSFORMER		OVER HEAD POWER
	UTILITY VAULT		UNDERGROUND ELECTRIC APPROXIMATE
	TELECOM. PEDISTAL		UNDERGROUND SEWER LINE GIS
	FIRE HYDRANT		UNDERGROUND WATER LINE GIS
	WOOD POST (18"X18"X5' +/-)		
	SEWER MANHOLE		
	SIGN		

## NOTES:

- 1) SURVEY PERFORMED IN WINTER CONDITIONS; NOT ALL SITE FEATURES WERE LOCATED OR VISIBLE. THIS SURVEY WAS NOT INTENDED TO DOCUMENT ALL SITE IMPROVEMENTS.
- 2) ZONING INFORMATION, UNDERGROUND WATER, AND SEWER LINES AND ARE FROM THE CITY OF SEWARD GIS INTERACTIVE MAP. FEMA FLOOD ZONES ARE BASED ON THE FEMA NFHL (NATIONAL FLOOD HAZARD LAYER WEB MAP SERVICE) DOWNLOADED ON APRIL 4, 2025 AND BEST FIT TO THE KENAI PENINSULA BOROUGH PARCEL DATA.
- 3) OTHER UNDERGROUND UTILITIES, NOT SHOWN HEREON, MAY EXIST WITHIN THE PROPOSED SUBDIVISION.
- 4) AK LANDS, LAND SURVEYING LLC MAKES NO WARRANTY, REPRESENTATION, OR GUARANTY REGARDING THE ACCURACY OR COMPLETENESS OF EXISTING SITE IMPROVEMENTS, UTILITIES, OR OTHER FEATURES SHOWN.



PROPOSED SUBDIVISION  
TRACT 5B-1 AND TRACT 5B-2  
FOREST ACRES SUBDIVISION  
SEWARD GATEWAY PROPERTIES

KPB 2025-178 Exhibit

## EXHIBIT

PROJECT NO. 1538	DATE OF FIELD SURVEY JAN. 15-17, 2025
DATE DEC. 22, 2025	FIELD BK. AND PG. 12/65-71

PO BOX 110485  
ANCHORAGE, AK 99511  
aklands@aklands.com  
(907) 744-LAND  
<https://aklands.com>



AGENDA ITEM E. NEW BUSINESS

**ITEM #1 - PRELIMINARY PLAT  
FOREST ACRES SUBDIVISION SEWARD GATEWAY PROPERTIES**

<b>KPB File No.</b>	2025-178
<b>Plat Committee Meeting:</b>	January 26, 2026
<b>Applicant / Owner:</b>	<ul style="list-style-type: none"><li>• City of Seward</li><li>• Robert W. Williams of Las Vegas, Nevada</li><li>• Travis E. Maurer of Gig Harbor, Washington</li></ul>
<b>Surveyor:</b>	Stacy Wessel / AK Lands, Land Surveying LLC
<b>General Location:</b>	Seward south of Resurrection River

<b>Parent Parcel No.:</b>	145-021-33; 145-021-40; 145-021-42; and 145-026-01
<b>Legal Description:</b>	<p>145-021-33: T 1N R 1W SEC 34 Seward Meridian SW THAT PORTION OF US SURVEY NO 149 BEGIN AT POINT ON THE NORTHERLY LINE OF SAID SURVEY, NORTH 63 DEGREES 41' E 1178.10 FT FROM CORNER NO 2 THEREOF, POB; THENCE S 54 DEGREES 31' E 251.62 FT TO WESTERLY ROW LINE OF ALASKA RAILROAD; THENCE S 29 DEGREES 10' W ALONG WESTERLY ROW LINE 521.21 FT; THENCE N 54 DEGREES 31' W 586.7 FT TO NORTHERLY BOUNDARY OF SAID SURVEY; THENCE N 63 DEGREES 41' E 587.8 FT TO POB, EXCLUDING THE SEWARD HIGHWAY ROW AND THE ALASKA RAILROAD ROW.</p> <p>145-021-40: T 1N R 1W SEC 34 Seward Meridian SW 2012017 FOREST ACRES SUB LEVEE REPLAT LOT B1</p> <p>145-021-42: T 1N R 1W SEC 34 Seward Meridian SW 2012017 FOREST ACRES SUB LEVEE REPLAT TRACT 5B</p> <p>145-026-01: T 1N R 1W SEC 34 Seward Meridian SW 0860010 FORT RAYMOND SUB LOT 13</p>
<b>Assessing Use:</b>	145-021-33; 145-021-40; and 145-021-42: Commercial Vacant 145-026-01: Residential Vacant
<b>Zoning:</b>	City of Seward Zoning
<b>Water / Wastewater</b>	Onsite / Onsite
<b>Exception Request</b>	20.30.120 Streets Width Requirements

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**STAFF REPORT**

**Specific Request / Scope of Subdivision:** The proposed plat will combine four parcels to resubdivide them into two new Tracts of size 5.716 acres and 8.083 acres and a dedication.

**Location and Legal Access (existing and proposed):**

The tracts will both have access from Hemlock Ave and Dieckgraeff Rd both 80 foot wide dedications maintained by the City of Seward, coming off Seward Highway being State maintained. Off Hemlock Ave is Juniper St a 40 foot dedication and Laurel St a 45 foot dedication both being city maintained and giving access to Tract 5B-1. Tract 5B-2 also has an access point coming out onto Seward Highway. This platting action will void any permit to access the state road and a new one will need to be applied for.

The plat is proposing a 20 foot dedication to Juniper St and has requested an exception to KPB 20.30.120 Street – Width requirements to be reviewed later in the staff report for Laurel St.

Block length is compliant with the Seward Highway, Hemlock Ave, Dimond Blvd, Dieckgraff Rd and the various cul-de-sacs in the area make for complete block circulation and breaks.



KPB Roads Dept. comments	Out of Jurisdiction: Yes  Roads Director: Uhlin, Dil Comments: No comments
SOA DOT comments	<ul style="list-style-type: none"> <li>○ No objection to the proposed plat.</li> <li>○ No direct access to Seward Hwy.</li> <li>○ All future utility connections must be taken through Hemlock Ave.</li> </ul>

**Site Investigation:**

The terrain of the plat is relatively flat throughout the property. The contour map shows a consistent elevation of 35 feet mostly with a few high spots of 40 feet on the east side of the property near the highway. With the terrain being flat, drainage will need to be maintained with development of the property.

There are no structures on the property according to the KPB GIS data. There are two parking lots on the property that will be split between the two tracts when done.

The City of Seward did review the plat at the City of Seward Planning and Zoning meeting on May 6, 2025 and noted the plat to be located in a special flood hazard area, FEMA mapped Flood Zone AE, a high-risk flood zone area.

The City of Seward is considered an independent community by the National Flood Insurance Program (NFIP) and is not within the jurisdiction of the KPB Floodplain Management Program. Seward administers their own floodplain management programs under City Code 15.25 Floodplain Management. For information on the floodplain regulations and requirements in Seward, please contact the Seward Planning and Zoning Department at 907-224-4020 or at [planning@cityofseward.net](mailto:planning@cityofseward.net)

**Staff recommends** adding the following note to the plat referencing the Floodzone and map panel. No depiction is required:

Flood Hazard Notice: Some or all of the property shown on this plat has been designated by FEMA as a flood hazard area district as of the date this plat is recorded with the district recorder's office. The developer is responsible for contacting the city to determine any restrictions prior to any development for areas within a Floodzone and/or Floodway.

**Staff recommendation:** place a note on the final plat indicating 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.

KPB River Center review has determined that the plat is not in a habitat protection district

KPB River Center review	A. Floodplain  Reviewer: Hindman, Julie Floodplain Status: Within City of Seward 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	

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### **Staff Analysis**

A majority of the parcel on the to the east of Juniper St and its projection north was located in the claim of the Alaska Central Railway Company that was surveyed as US Survey No 149 in 1906. The portion on the west was part of Government Lot 1 of Section 34, Township 1 North, Range 1 West, S. Alaska. The east portion was divided by various deed descriptions and Fort Raymond Subdivision SW86-10 platted the east part including Lot13. Forest Acres Subdivision SW17 subdivided the west portion showing Tract 5. Forest Acres Subdivision Levee Replat SW2012-17 further subdivided Tract 5 creating Tract 5B. and B1. This platting action is combing Tract 5B, B1 of SW2012-17, Lot 13 of SW86-10 and an unplatted part of USS 149 between the three to then divide into two new Tracts.

The plat is located within the City of Seward but does not have access to sewer or water. At the City of Seward Planning and Zoning meeting of May 6, 2025 city staff noted that a subdivision agreement would be required. A Memorandum from the City of Seward Planner dated December 3, 2025 that an agreement has been executed outlining the public improvements and obligations the developer must fulfill to complete the subdivision and that the City of Seward recommends final approval of the preliminary plat before the Plat Committee.

Notice of the proposed plat was mailed to the beneficial interest holder on December 3, 2025. 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.

### **Utility Easements**

There are transmission line easements shown on various documents (bk 37 pg 821, bk 44 pg 456) that should be verified with source and shown if needed.

Easements listed in plat note 3 looked to be released by documents included in the plat note, **staff recommends** surveyor review the documents to verify if all rights are released and if so, the note may possibly be reduced to show conveyance and release info only or removed completely.

The easement at the extension of Juniper St in Lot B1 (Proposed Tract 5B-2) looks to be vacated by KPB Resolution 2019-25 filed at document 2019-00947-0 and is noted in plat note 4. **Staff recommends** the surveyor verify the portion vacated and correct the drawing.

No easements are being vacated on this plat as indicated in plat note 1.

The affected utility providers were emailed the subdivision plat public hearing notice as part of the routine notification process. **Staff recommends** to grant utility easements requested by the utility providers or work with the utility providers to obtain approval.

The plat is not indicated a utility easement adjacent to road right-of-ways. The plat is subject to City of Seward Zoning regulations. Unless the City has any set width, **staff recommends** the surveyor confirm with the City of Seward a utility easement and add a note with width or use KPB 20.30.060 as a standard width of 10'.

### **Utility provider review:**

HEA	No comment, not in service area
ENSTAR	No comments or recommendations.
ACS	No objections
GCI	Approved as shown
SEWARD ELECTRIC	No response
TELALASKA	No response



**KPB department / agency review:**

Addressing	<p>Reviewer: Pace, Rhealyn</p> <p>Affected Addresses: 1000 HEMLOCK AVE, 2405 SEWARD HWY, 2413 SEWARD HWY, 2500 LAUREL ST</p> <p>Existing Street Names are Correct: Yes</p> <p>List of Correct Street Names: SEWARD HWY, HEMLOCK AVE, JUNIPER ST, LAUREL ST, DIECKGRAEFF RD</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 SEWARD WILL ADVISE ON AFFECTED 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: Windsor, Heather</p> <p>Comments: No comments</p>

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

**STAFF RECOMMENDATIONS****CORRECTIONS / EDITS**

Item #10 of CTP does not affect this plat and can be removed from the CTP and plat notes.

Add the date of January 26, 2026 to the Plat Approval.

Add a spot for the date to the signature line of the Plat Approval

Add the PO Box to the address for the City of Seward under the Certificate of Ownership and Dedication.

M1-M5 monuments are not in legend, please add them.

**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:**

Change KPB No to 2025-178

Fort Raymond Subdivision should be included into the name of the subdivision

Add Tract 5B to legal

Total area should include the dedication to Juniper St.

Deed listed in legal is not in CTP, grantees are not in chain of title either. May want to reference current Deed of Trust at Serial No. 2024-000490-0 or the description of parcel 4 in the CTP instead.

- 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:**

Label the Seward Highway ROW width.

Label the Alaska Railroad

Label the three roads and their ROWs to the southwest

Label Spruce St ROW where it narrows

- 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:**

Third Ave should be spelled out.

- E. All parcels of land including those intended for private ownership and those to be dedicated for public use or reserved in the deeds for the use of all property owners in the proposed subdivision, together with the purposes, conditions, or limitations of reservations that could affect the subdivision;

**Staff recommendation:**

A portion of the GCI Permit shown in 2012-000551-0 has been vacated by KPB Resolution 2019-23 filed in 2019-000947-0, please correct drawing and add plat note.

Juniper St comes from Hemlock through proposed Lot 5B-1 near the east line then heads north northwesterly to the bend in the Juniper St right-of-way to Laurel St. Suggest an easement be created as it crossed Lot 5B-1 to cover the encroaching road.

- F. The location, width and name of existing and platted streets and public ways, railroad rights-of-way, easements, and travel ways existing and proposed, within the subdivision;

**Staff recommendation:**

That portion of Lot 13 to be dedicated should be dark outlined as part of the subdivision and labeled as Dedicated this Plat (DTP)

- H. Approximate locations of low wet areas, areas subject to inundation, areas subject to flooding or storm water overflow, and the line of ordinary high water. This information may be provided on an additional sheet if showing these areas causes the preliminary plat to appear cluttered and/or difficult to read;

**Staff recommendation:**

Area of Riverine according the KWF Wetlands Assessment needs shown on plat

- N. Apparent encroachments, with a statement indicating how the encroachments will be resolved prior to final plat approval;

**Staff recommendation:**

Juniper St crosses proposed Lot 5B-1 (existing Lot 13) from Hemlock to the bend in Juniper ROW to Laurel St and needs to be addressed, suggest an easement or public access easement



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**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.

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**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.

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20.40.010 Wastewater disposal.

*Platting Staff Comments:*

**Staff recommendation:** comply with 20.40.

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**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.

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**EXCEPTIONS REQUESTED:****A. KPB 20.30.120 Street – Width requirements****Surveyor's Discussion:**

The subdivision plan will include dedicating a portion of the right-of-way (ROW) along Juniper Street and requesting an exception to KPB 20.30.120 Right-of-way Widths. Laurel Street has several unique circumstances and conditions that make the 60-foot standard right-of-way requirement unnecessary. We appreciate your consideration of this replat and our request for an exception under KPB Code 20.30.120. The proposed land swap and ROW configuration will facilitate the City of Seward's operational needs – while enabling Mr. Maurer's and Mr. William's plans for future development. We believe the proposed replat and associated ROW exceptions serve both private and public interest. The flat terrain, and minimal traffic – coupled with prior plat exceptions – confirm that strict 60-foot ROW compliance is unnecessary. Granting this request will allow the property to be subdividing without compromising public safety or welfare.

**Surveyor's Findings:**

1. Laurel Street was originally created under Plat 17 (Forest Acres, May 1952) as a 40-foot right-of-way, and at that time it functioned as a through fare.
2. Plat 2012-17 later vacated a portion of that ROW, converting Laurel Street into a dead-end road with a 50-foot cul-de-sac. The plat required only five additional feet of Row, bringing the total width to 45 feet.
3. If the western property subdivides in the future, it would likely be required to dedicate another five feet, bringing the ROW to 50 feet.
4. Laurel Street is approximately 450 feet long. It is a short, low use dead-end road serving three lots – one privately owned parcel zoned multifamily residential, and two tracts owned by the City of Seward zoned Resource Management.
5. Per Plat 2012-17, Laurel Street provides frontage to only three parcels; Tract 5B and 5C, both City-owned, and Lot XX to the west.
6. Laurel Street is not developed, serves only one undeveloped multifamily-zoned parcel and two Resource Management parcels, and there are no plans to construct or extend the road.
7. The area is flat with no significant topography or constraints that would require additional right-of-way width.
8. The reduced ROW preserves developable acreage and preserves unnecessary encumbrance on both the private parcel to the west and City-owned parcels to the east.
9. A reduced ROW width along Laurel Street has been approved before (Plat SW2012-17), and no negative impacts on public welfare, emergency access, or neighboring parcels have been identified.
10. Maintaining the existing 45-foot ROW will not negatively affect access, public safety, or surrounding properties, especially given Laurel Street's short length and dead-end configuration.
11. The flat terrain and low traffic nature of the area do not warrant a full 60-foot ROW, and all necessary utilities

can be accommodated within the existing width.

12. The proposed subdivision does not increase density or traffic, and it maintains the same level of service currently provided to the three parcels that rely on Laurel Street.

Staff Discussion:

**20.30.120. - Streets—Width requirements.**

A. The minimum right-of-way width of streets shall be 60 feet.

Staff Findings:

Staff reviewed the exception request and recommends granting approval.

Staff recommends the Committee select the findings they determine are applicable, make additional findings if needed, tie the findings to the following standards, and vote on the exception in a separate motion.

Unless prohibited under this title, the committee may authorize exceptions to any of the requirements set forth in this title. Application for an exception shall present the committee with substantial evidence, justifying the requested waiver or exception stating fully the grounds for the application and the facts relied upon. All exceptions must be requested and granted at the time of preliminary plat approval. Exceptions may not be requested with a final plat submittal.

The committee shall make findings of fact meeting the following standards before granting any exception:

1. That special circumstances or conditions affecting the property have been shown by application;  
**Findings 1-5 appear to support this standard.**
2. That the exception is necessary for the preservation and enjoyment of a substantial property right and is the most practical manner of complying with the intent of this title;  
**Findings 6-8 appear to support this standard.**
3. That the granting of the exception will not be detrimental to the public welfare or injurious to other property in the area in which said property is situated.  
**Findings 9-12 appear to support this standard.**

**Staff recommendation:** place notes on the final plat indicating any exceptions granted by the Plat Committee with the meeting date.

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**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 PARTY OF RECORD MAY REQUEST THAT A DECISION OF THE PLAT COMMITTEE BE REVIEWED BY THE PLANNING COMMISSION BY FILING A WRITTEN REQUEST WITHIN 15 DAYS OF NOTIFICATION OF THE DECISION IN ACCORDANCE WITH KPB 2.40.080.**



**A DECISION OF THE PLANNING COMMISSION 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.**

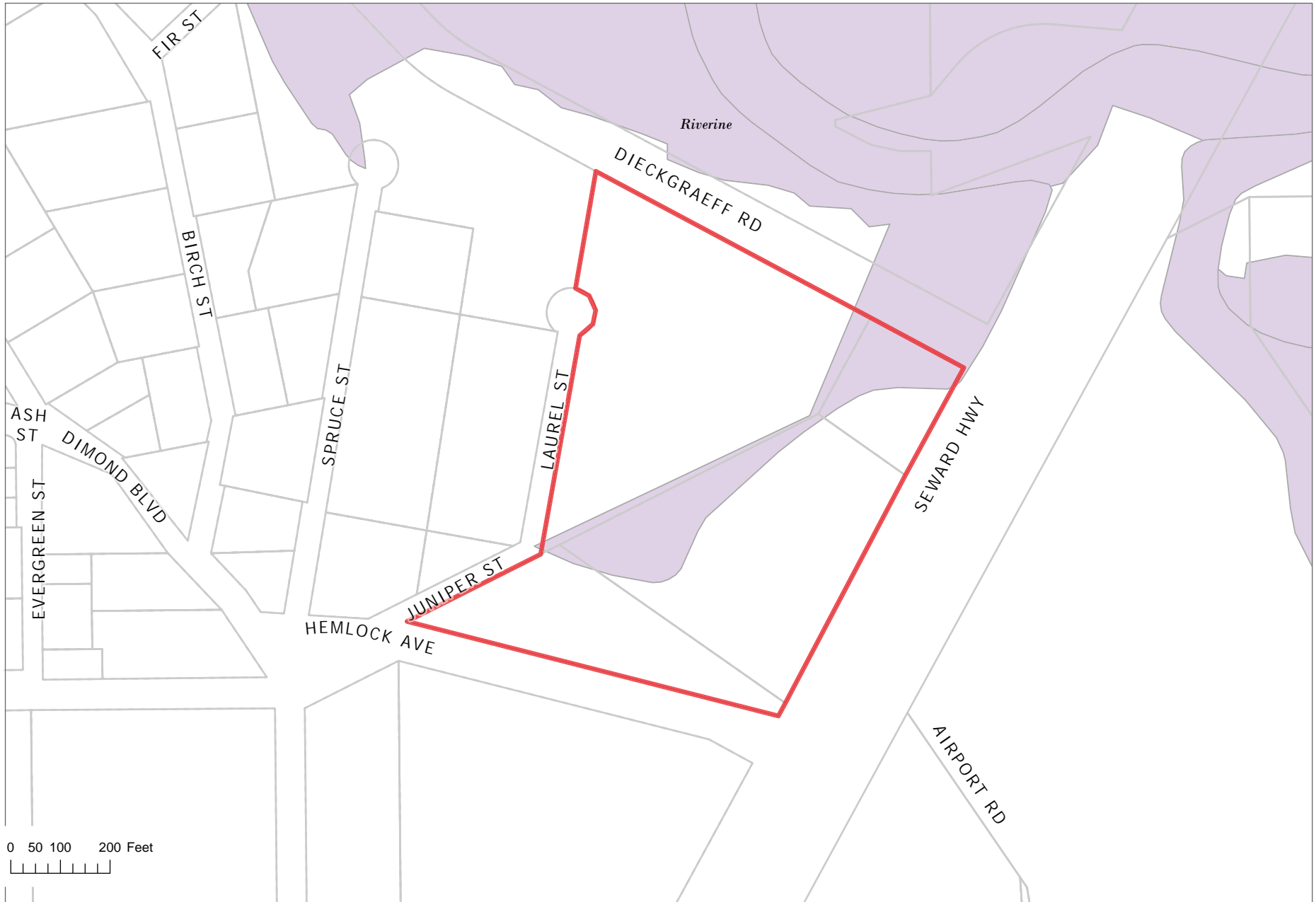
**END OF STAFF REPORT**





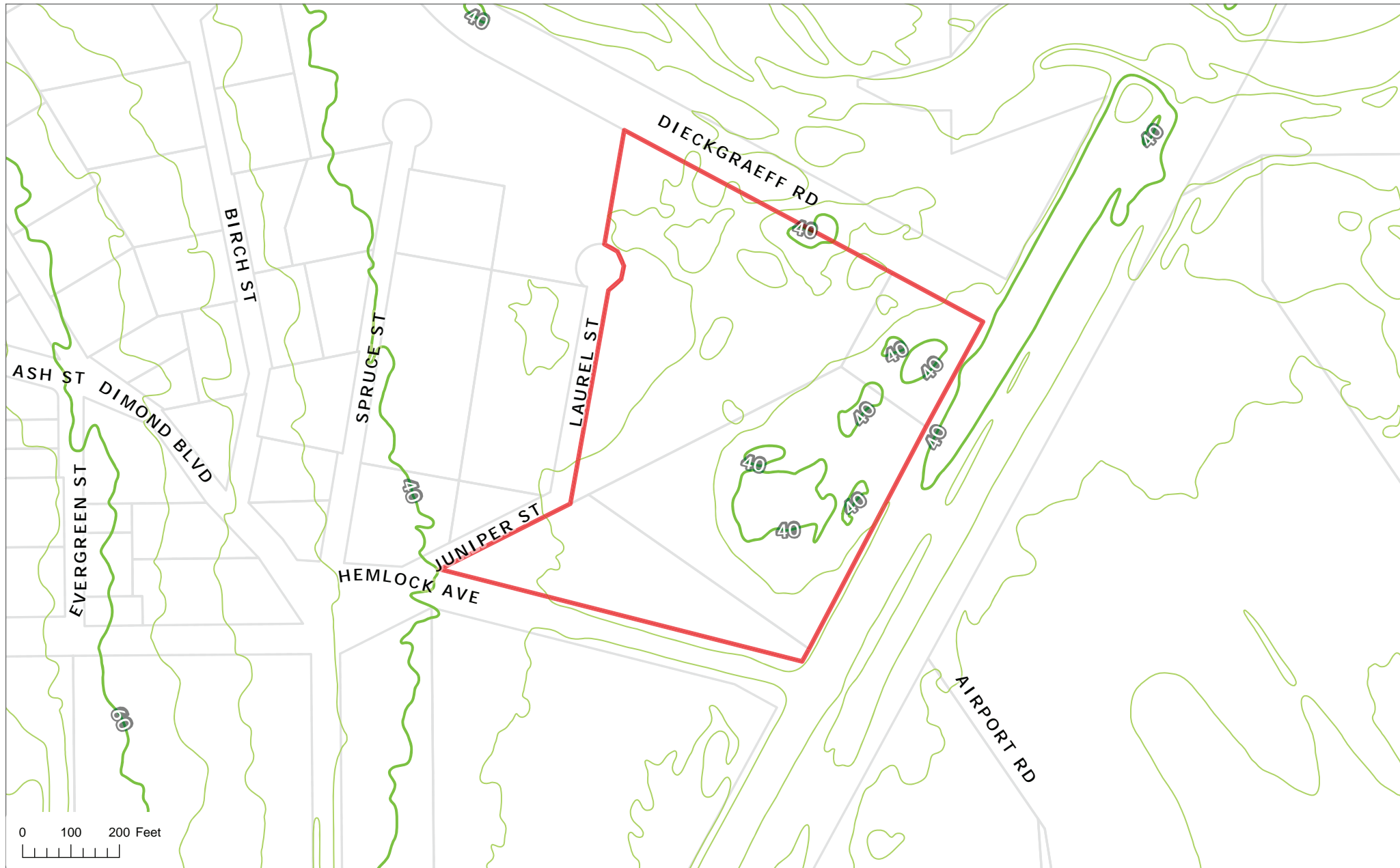
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PROJECT LOCATION MAP  
FOREST ACRES SUBDIVISION  
LEVEE REPLAT  
WITH RIGHT OF WAY AND  
EASEMENT VACATIONS  
SEE SHEET 2 FOR BOUNDARY AND EASEMENT DETAILS

WASTEWATER DISPOSAL TRACT 5C

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

WASTEWATER DISPOSAL TRACTS 5A &amp; 5B

These tracts are at least 200,000 square feet or nominal 5 Acres in size and conditions may not be suitable for onsite wastewater treatment and disposal. Any wastewater treatment or disposal system must meet the regulatory requirements of the Alaska Department of Environmental Conservation.

## WASTEWATER DISPOSAL LOT B1

Soil conditions, water table levels, and soil slopes for this tract have been found suitable for conventional onsite wastewater treatment and disposal systems serving single-family and duplex residences and meeting the regulatory requirements of the Kenai Peninsula Borough. Any other type of onsite wastewater treatment and disposal system must be designed by a professional Engineer, registered to practice in the State of Alaska, and the design must be approved by the Alaska Department of Environmental Conservation.

NOTARY'S ACKNOWLEDGMENT

Phaedra K. Kiley 2-14-2013  
NOTARY FOR ALASKA MY COMMISSION EXPIRES



Thomas W. Gillespie  
P.O. Box 1514  
Seward, AK 99664  
OWNER OF FORMER TRACT B  
DICKGRAFF-GILLESPIE REPLAT, PLAT 94-12

## NOTARY'S ACKNOWLEDGMENT

Bruce J. Brack 4/18/15  
NOTARY FOR ALASKA MY COMMISSION EXPIRES  
Kenai Peninsula Borough

Catherine A. Wellford  
P.O. Box 1514  
Seward, AK 99664  
OWNER OF FORMER TRACT B  
DIECKHOFF-GILLESPIE REPEAT, PLAT 94-12

## NOTARY'S ACKNOWLEDGMENT

*Kevin Tominola Borja* 4/10/5  
NOTARY FOR ALASKA MY COMMISSION EXPIRES



Raymond A. Gillespie  
1231 W Northern Lights Blvd. # 819  
Anchorage AK 99503-2337  
OWNER OF FORMER TRACT B  
DEWCRAFTY-GILLESPIE REBLAT PLAT 94-12

## NOTARY'S ACKNOWLEDGMENT

Brenda J. Bahr 4/18/15  
NOTARY FOR ALASKA MY COMMISSION EXPIRES  
Kenai Peninsula Borough



### LEGEND

- \* Found Monument
- \* Found Rebar & Rl. Cap. L57369
- \* Found Rebar & Rl. Cap. L57328
- \* Found Rebar & Rl. Cap. L57328
- \* Found Rebar & Rl. Cap. L53333
- \* Found Rebar
- ⑤ Set 3 1/4" Alum. Cap on 1 1/2" Alum. Pipe
- ⑤ Set 5/8"x50" Rl. Cap
- ⑤ Exterior Boundary This Plot
- Boundary created by this plot.
- Lot Lines being Vacated
- Existing Easements
- Easements being granted
- Approximate Location Strands
- ⑤ Approximate Footing Hazard Zone Boundaries per WFO 020012 32554 5/19/91
- 100.00' Measured this survey
- [102] Record Data Plot 78-4
- [103] Record Data Plot 94-12
- [104] Record Data Plot 121 Page 48
- [105] Record Data Plot 17
- [106] Record Data Plot 86-23
- [107] Record Data Plot 94-29

## NOTES

- These tracts are subject to the City of Seward's zoning and land use regulations.
- No permanent structure may be constructed or placed within the utility easement which would interfere with the ability of a utility to use the easement.
- Tracts within this subdivision may be located within a designated flood hazard area. If this is the case, development must comply with the City of Seward's Flood Hazard Ordinance and Flood Hazard Survey may be required to determine the elevation of the property prior to construction.
- Right of Way and Utility Easement Violations shown hereon were approved by the 2013 Planning Commission at the meeting of November 5, 2012.
- This plat vacates the following Easements:
  - A. Street and Utility Easement Block 16 Page 85 with former L-0303-0035-00 and L-0303-0035-01
  - B. Sewer Easement Block 329 Page 356 with former L-0303-0035-05
  - C. Sewer Easement Volume 398 Page 371 with former L-0303-0035-06
  - D. Sewer Easement Volume 398 Page 368 with former L-0303-0035-07
  - E. Sewer Easement Volume 398 Page 368 with former L-0303-0035-08
- Said Easements, with any portion of this subdivision. These utilities have been abandoned and this easement is not located.
- The portion of the plat that adjust a section line was prepared in accordance to the exactness of Section Line Legislation in the State of Alaska. There are no Section Line Easements within this subdivision.
- Tracts 5A and 5C are subject to Easements and Restrictions recorded in the Seward Records 2009-0335-01 and 2009-00760-0.
- No access to State maintained rights-of-way is permitted unless approved by the State of Alaska Department of Transportation.
- The 50' Public Access Easement being granted within the 50' Public Access Easement is subject to the City of Seward, the Kenai Peninsula Borough accepts no responsibility for the maintenance or administration of

#### PLAT APPROVAL

This plot was approved by the Kenil Peninsula Borough  
Planning Commission at the meeting at: OCTOBER 9, 2012  
Steve J. Best Borough Official

### 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 as described, and all dimensions and other details are correct to the normal standards of practice of land surveyors in the State of Alaska.

Dec 5, 2012  
Date

FOREST ACRES SUBDIVISION  
LEVEE REPLAT

CREATING:  
TRACTS 5A, 5B, 5C AND LOT B1  
CREATING R.O.W. FOR DIECKGRAEFF ROAD  
DEDICATING ADDITIONAL R.O.W. FOR:  
LAUREL STREET, SPRUCE STREET AND FIR STREET

A RESUBDIVISION OF:  
LOTS DB,DC,DE,DF,DG,SS,OQ & TRACTS 1,2,3,4 & 5  
EXCEPTING R.O.W. DEED BOOK 121, PAGE 485  
FOREST ACRES SUBDIVISION, PLAT 78-4  
LOT RR

DIECKGRAEFF-GILLESPIE REPLAT, PLAT 94-12

WITH RIGHT OF WAY VACATIONS OF PORTIONS OF:  
 POPLAR STREET, LAUREL STREET, SPRUCE STREET,  
 60<sup>TH</sup> STREET AND WILLOW STREET.

WITH EASEMENT VACATIONS OF PORTIONS OF:  
EFFECT AND LOT/BLK EASEMENT BOOK 12, PAGE 35

SEWER EASEMENT VOLUME 39R PAGE 37

SEWER EASEMENT VOLUME 37A PAGE 368  
UTILITY EASEMENTS VOLUME 16, PAGE 214

T1N, R1W, SEWARD MERIDIAN, ALASKA  
KENAI PENINSULA BOROUGH  
CITY OF SEWARD

CITY OF SEWARD  
SEWARD RECORDING DISTRICT  
CONTAINING 54,543 ACRES

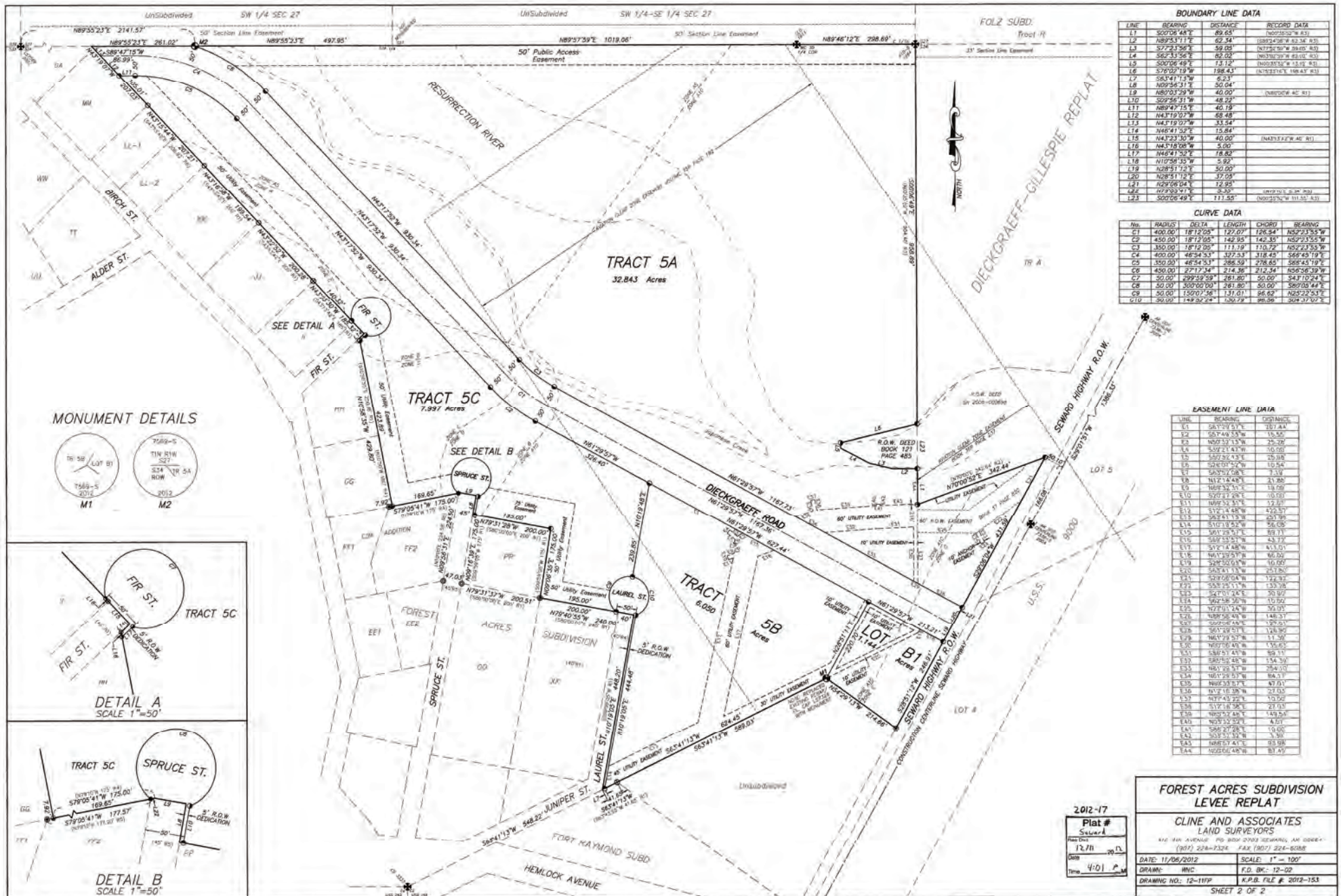
CLINE AND ASSOCIATES  
LAND SURVEYORS

410 4th Avenue PO BOX 2703 SEWARK, NJ 07094  
(907) 224-7324 FAX (907) 224-6088

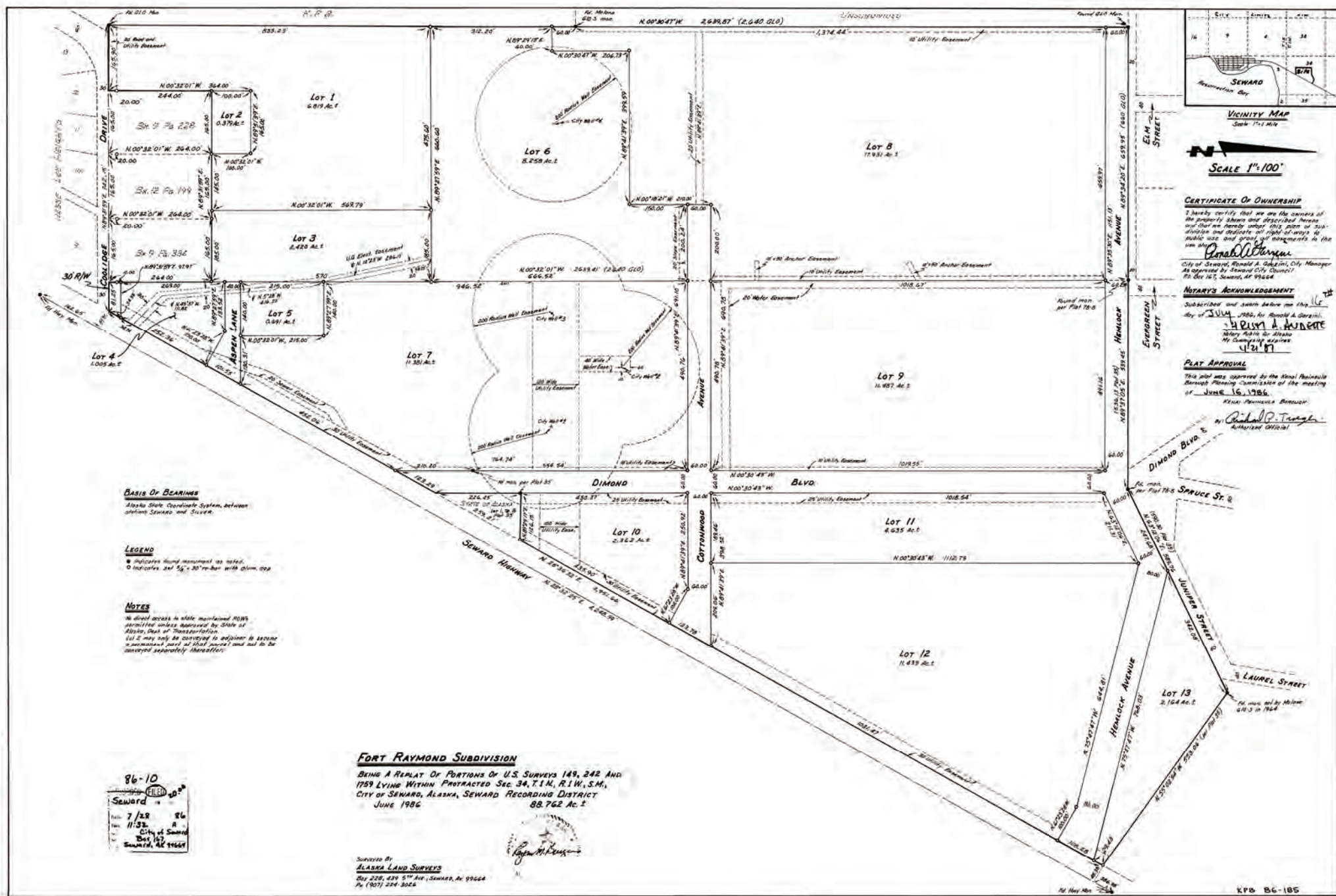
TE: 11/06/2012	SCALE: 1" = 200'
APP: WVC	F.D. BK.: 12-02

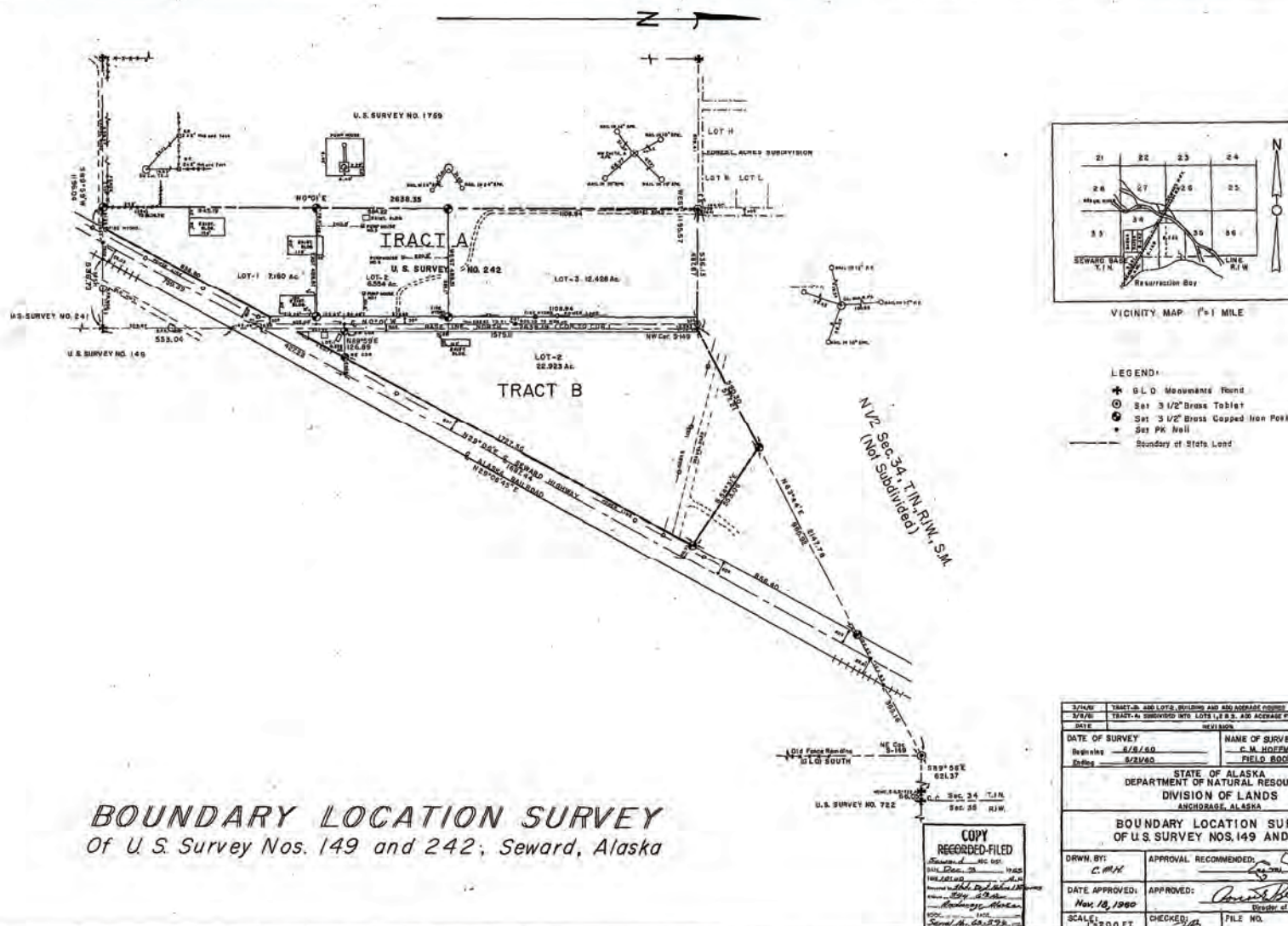
AWING NO.: 12-11FP K.P.D. FILE # 2012-153  
SHEET 1 OF 2





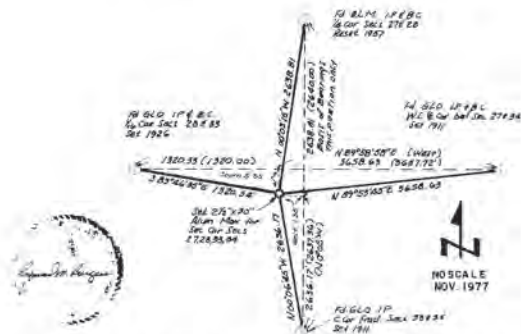








# A BOUNDARY SURVEY OF FOREST ACRES SUBDIVISION



THE DOUBLE PROPORTIONATE RESTORATION OF THE SECTION CORNER  
COMMON TO SECTIONS 27, 28, 33, 34, T.1N., R.1W., S.M. ALASKA  
BY

ALASKA LAND SURVEYS  
P.O. BOX 1085 SEWARD ALASKA 99664  
PHONE 907 224 3026  
RAYMOND M. BURGESS 3753 S

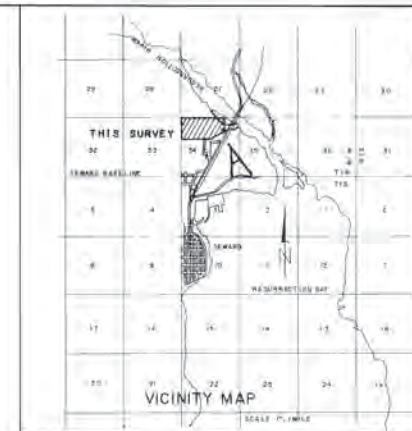


## INDEX OF SHEETS

SURVEYED BY

ROBERT A. SUMMERS 3333 S  
ASSISTED BY  
RUSSELL H. BARBER JR.  
DEBRA L. PETERSON

JUNE 1977 THRU FEB. 1978



## OWNERSHIP CERTIFICATE

I (WE) hereby certify that I (WE) am (are) an owner of property  
adjacent to and bound by this survey.

*Robert A. Summers*

274 4558 CHUGACH DEVELOPMENT CORP.  
VETERANS HOUSING COMPANY INC.  
912 E 10th AVE ANCHORAGE 99501

Subscribed and sworn before me this 1st day of February 1978

*Robert A. Summers*  
NOTARY PUBLIC FOR ALASKA  
My commission expires August 1, 1978

## PLAT APPROVAL

THIS IS A REPLAT WHOSE SOLE PURPOSE  
IS TO PROVIDE ACCURATE BEARINGS AND  
DISTANCES.

APPROVED  
*Robert A. Summers*  
REMAI PENINSULA BOROUGH

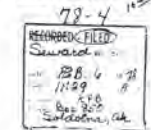
## FOREST ACRES SUBDIVISION

LOTS 2, 3, 4, and 1/2 of NW 1/4  
ALL IN SECTION 34, T.1N., R.1W., SEWARD MERIDIAN, ALASKA

ROBERT A. SUMMERS  
REGISTERED LAND SURVEYOR  
BOX 1457  
SEWARD, ALASKA 99664

FEBRUARY 1978

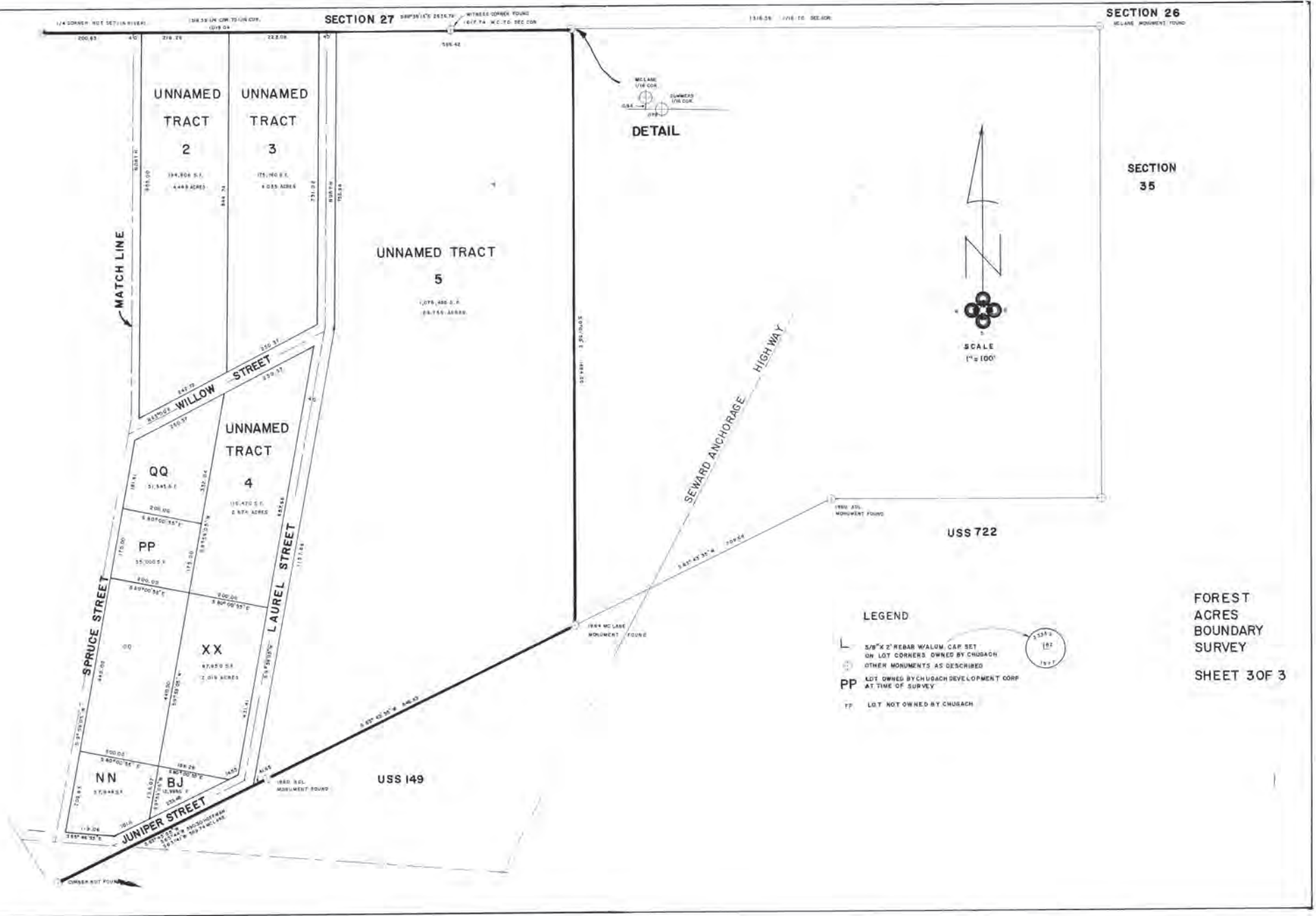
SHEET ONE OF THREE







SW 78-4 3 of 3



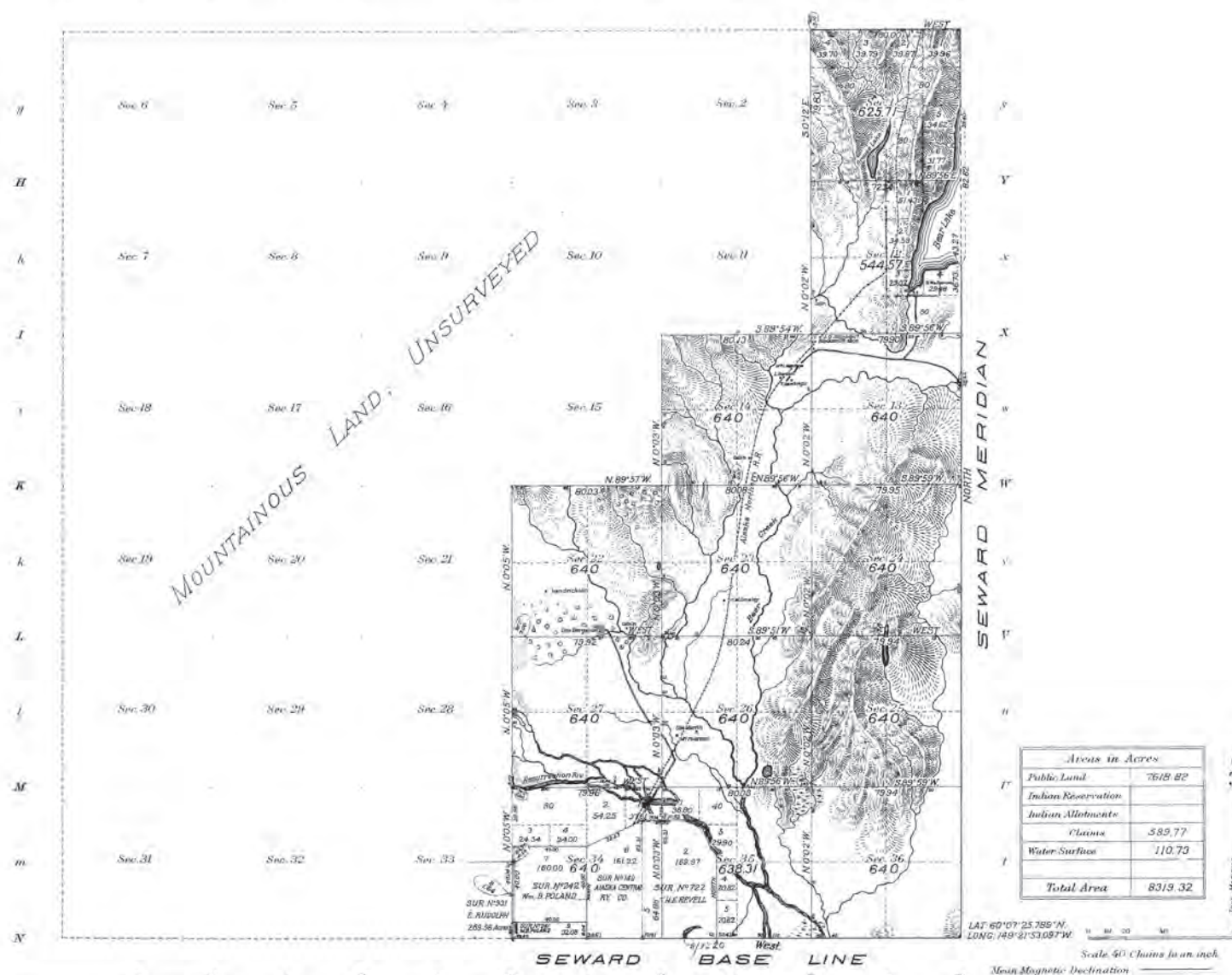


(4-6754)

200 g/20 207

*Township N<sup>o</sup> 1 North, Range N<sup>o</sup> 1 West of the Seward Meridian, Alaska.*

G F E D C B A



Survey Designated	By Whom Surveyed	Date	Amount of Survey			When Surveyed	
			Mls.	chs.	lks.	Began	Completed
Subdivision	John P. Walker, USS	April 11, 1911	24	72	23	May 24, 1911	June 23, 1911
Meanders	G. M. Daniel, UST	-	-	-	-	-	-
South boundary	-	-	3	00	00	May 10	June 15
East	-	-	6	00	00	May 10	June 15
North	John P. Walker, USS	-	1	00	00	June 16	June 16

The above map of Township No. 1 North Range No. 1 West of the Seward Meridian Alaska is strictly conformable to the field notes of the survey thereof on file in this office, which have been examined and approved

U. S. Surveyor General's Office  
Juneau, Alaska, June 16, 1914

Charles E. Davidson  
Surveyor General



## Planning and Zoning Agenda Statement



Meeting Date: May 6, 2025

To: Planning and Zoning Commission

Through: Daniel Meuninck, Community Development Director

From: Applicant

Agenda Item: Resolution 2025-017 of the Planning and Zoning Commission of the City of Seward, Alaska, recommending City Council and Kenai Peninsula approval of the preliminary plat of 1000 Hemlock Avenue, 2500 Laurel Street, 2405 Seward Highway, and 2413 Seward Highway exchanging an equal portion of city-owned land with privately-owned land and vacating interior lot lines to create two new parcels to be known as Tracts 5B-1 and 5B-2, Forest Acres Subdivision, Seward Gateway Properties

---

### Background and justification:

Attached for the Commission's review and recommendation to the Seward City Council and Kenai Peninsula Borough Planning Commission is a preliminary plat submitted by AK Lands, Land Surveying LLC on behalf of the City of Seward.

The proposed plat will subdivide Fort Raymond Subdivision, Lot 13; Forest Acres Subdivision Levee Replat, Tract 5B and Lot B1; and that portion of US Survey No. 149 described as Parcel Number 2; creating Tract 5B-1 and Tract 5B-2, Forest Acres Subdivision, Seward Gateway Properties.

On August 12, 2024, Seward City Council approved Resolution 2024-041 authorizing the City Manager to negotiate a land swap for a portion of city property located at 1000 Hemlock Avenue in exchange for a portion of private property located at 2405 Seward Highway. This preliminary plat is the result of those negotiations and shows the new boundaries of the city-owned property, Tract 5B-1, and the privately-owned property, Tract 5B-2.

Seward City Code §16.01.015(A) states that "No preliminary or final plat for the subdivision or resubdivision of land located within the city limits shall be approved by the city unless all of the required improvements set forth in section 16.05.010 are provided for by the subdivider, owner, proprietor or developer in the manner described in sections 16.05.015."

The proposed plat has access to developed rights-of-way and electricity, but not city water or sewer. Thus, a subdivision agreement will be required with this plat.

All conditions required by Seward City Code §16.01.015(C), Conditions to plat approval, were met. The property owners within 300 feet of the requested preliminary plat were notified of the proposed subdivision, and the property was posted with public notice signage.

In accordance with City and Borough requirements, the Seward City Council and Planning and Zoning Commission must review and comment on a preliminary plat of city-owned land before submittal to the Borough for approval.



## Subdivision Review:

**Zoning:** 1000 Hemlock Avenue is zoned Institutional (I), 2500 Laurel Street is zoned Resource Management (RM), 2405 Seward Highway is zoned Auto Commercial (AC), and 2413 Seward Highway is zoned Auto Commercial (AC). The segmented zoning created by the preliminary plat will be corrected in a future Resolution.

**Size:** Tract 5B-1 will be 8.083 acres and Tract 5B-2 will be 5.716 acres. Tract 5B-1 is 5,755 square feet (0.13 acres) smaller than the combined acreage of the two city-owned properties on 1000 Hemlock Avenue and 2500 Laurel Street because an additional 20' of right-of-way is being dedicated to Juniper Street.

**Utilities:** Both Tracts have access to city electricity, but not water or sewer.

**Existing Use:** Tract 5B-1 is vacant, but is utilized as the city snow dump. Tract 5B-2 is vacant.

**Access:** Tract 5B-1 has access to Hemlock Avenue and Juniper Street. Tract 5B-2 has access to the Seward Highway and Hemlock Avenue.

**Flood Zone:** All of Tract 5B-1 and the southwest end and northwest corner of Tract 5B-2 are located within the FEMA-mapped AE flood zone. The AE flood zone is a high-risk flood zone, meaning it has a 1% annual chance of flooding, or a 26% chance over a 30-year mortgage. Construction in these areas will require a floodplain permit.

### Comprehensive and Strategic Plan Consistency Information

This legislation is consistent with (citation listed):

Comprehensive Plan:	Vol 1, Chapter 2.2.11
	<ul style="list-style-type: none"><li>• “Promote infill development by encouraging and promoting construction on vacant sites in areas of the city which are already established.”</li></ul>
Strategic Plan:	Vol 1, Chapter 3.2.1
	<ul style="list-style-type: none"><li>• “Promote residential and commercial development within the city of Seward and its vicinity in accordance with community values.”</li></ul>
Strategic Plan:	N/A

### Staff Comments

Department	Comments	No Comment	N/A
Building Department		X	
Fire Department		X	
Public Works Department		X	
Harbor Department		X	
Police Department		X	
Electric Department		X	
Telecommunications		X	



### **Public Comment**

Property owners within three hundred (300) feet of the proposed platting action were notified of this public hearing. Public notice signs were posted on the property and all other public hearing requirements of Seward City Code §15.01.040 were complied with.

At the time of this publication the Community Development Department has received no public inquiries. If any correspondence is received after publication of this agenda statement, it will be submitted to the Commissioners for their review.

### **Recommendation**

The Commission will recommend approval to the Kenai Peninsula Borough Planning Commission if they find the proposed preliminary plat meets the requirements in Seward City Code Title 15 and 16.

## Planning and Zoning Agenda Statement



Meeting Date: May 6, 2025

To: Planning and Zoning Commission

Through: Daniel Meuninck, Community Development Director

From: Applicant

Agenda Item: Resolution 2025-017 of the Planning and Zoning Commission of the City of Seward, Alaska, recommending City Council and Kenai Peninsula approval of the preliminary plat of 1000 Hemlock Avenue, 2500 Laurel Street, 2405 Seward Highway, and 2413 Seward Highway exchanging an equal portion of city-owned land with privately-owned land and vacating interior lot lines to create two new parcels to be known as Tracts 5B-1 and 5B-2, Forest Acres Subdivision, Seward Gateway Properties

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The proposed plat has access to developed rights-of-way and electricity, but not city water or sewer. Thus, a subdivision agreement will be required with this plat.

All conditions required by Seward City Code §16.01.015(C), Conditions to plat approval, were met. The property owners within 300 feet of the requested preliminary plat were notified of the proposed subdivision, and the property was posted with public notice signage.

In accordance with City and Borough requirements, the Seward City Council and Planning and Zoning Commission must review and comment on a preliminary plat of city-owned land before submittal to the Borough for approval.



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Strategic Plan:	Vol 1, Chapter 3.2.1
	<ul style="list-style-type: none"><li>• “Promote residential and commercial development within the city of Seward and its vicinity in accordance with community values.”</li></ul>
	N/A

### Staff Comments

Department	Comments	No Comment	N/A
Building Department		X	
Fire Department		X	
Public Works Department		X	
Harbor Department		X	
Police Department		X	
Electric Department		X	
Telecommunications		X	

### **Public Comment**

Property owners within three hundred (300) feet of the proposed platting action were notified of this public hearing. Public notice signs were posted on the property and all other public hearing requirements of Seward City Code §15.01.040 were complied with.

At the time of this publication the Community Development Department has received no public inquiries. If any correspondence is received after publication of this agenda statement, it will be submitted to the Commissioners for their review.

### **Recommendation**

The Commission will recommend approval to the Kenai Peninsula Borough Planning Commission if they find the proposed preliminary plat meets the requirements in Seward City Code Title 15 and 16.



**CITY OF SEWARD, ALASKA  
PLANNING AND ZONING COMMISSION  
RESOLUTION 2025-017**

**A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF SEWARD, ALASKA, RECOMMENDING SEWARD CITY COUNCIL AND KENAI PENINSULA BOROUGH APPROVAL OF THE PRELIMINARY PLAT OF 1000 HEMLOCK AVENUE, 2500 LAUREL STREET, 2405 SEWARD HIGHWAY, AND 2413 SEWARD HIGHWAY EXCHANGING AN EQUAL PORTION OF CITY-OWNED LAND WITH PRIVATELY-OWNED LAND AND VACATING INTERIOR LOT LINES TO CREATE TWO NEW PARCELS TO BE KNOWN AS TRACTS 5B-1 AND 5B-2, FOREST ACRES SUBDIVISION, SEWARD GATEWAY PROPERTIES**

**WHEREAS**, AK Lands, Land Surveying LLC has submitted a preliminary plat on behalf of the City of Seward for review and recommendation to the Seward City Council and Kenai Peninsula Borough; and

**WHEREAS**, the proposed plat is a subdivision of Lot 13, Fort Raymond Subdivision; Tract 5B, Forest Acres Subdivision Levee Replat; Lot B1, Forest Acres Subdivision Levee Replat; and that portion of US Survey No. 149 described as parcel number 2; creating Tract 5B-1 and Tract 5B-2, Forest Acres Subdivision, Seward Gateway Properties; and

**WHEREAS**, on August 12, 2024, the Seward City Council approved Resolution 2024-041 authorizing the City Manager to negotiate a land swap for a portion of city property located at 1000 Hemlock Avenue in exchange for a portion of private property located at 2405 Seward Highway; and

**WHEREAS**, Tract 5B-1 will remain city-owned land and Tract 5B-2 will be privately owned; and

**WHEREAS**, Tract 5B-1 will be 8.083 acres; and

**WHEREAS**, Tract 5B-2 will be 5.716 acres; and

**WHEREAS**, Tract 5B-1 will be 5,755 square feet (0.13 acres) smaller than the combined acreage of the two city-owned properties on 1000 Hemlock Avenue and 2500 Laurel Street because a 20' wide portion of land adjacent to Juniper Street, which had previously been dedicated as an access easement, is now being dedicated as right-of-way; and

**WHEREAS**, 1000 Hemlock Avenue is zoned Institutional (I) and 2500 Laurel Street is zoned Resource Management (RM); and

**WHEREAS**, 2405 & 2413 Seward Highway are zoned Auto Commercial (AC);

**CITY OF SEWARD, ALASKA  
RESOLUTION 2025-017**

---

**WHEREAS**, the segmented zoning created by the preliminary plat will be corrected in a future Resolution; and

**WHEREAS**, according to the Kenai Peninsula Borough Floodplain map, all of Tract 5B-1 and the southwest end and northwest corner of Tract 5B-2 are located within the FEMA-mapped AE flood zone; and

**WHEREAS**, development within these areas will require a floodplain permit; and

**WHEREAS**, both Tracts have access to city electricity but not water or sewer; and

**WHEREAS**, Tract 5B-1 has access to Hemlock Avenue and Tract 5B-2 has access to the Seward Highway and Hemlock Avenue; and

**WHEREAS**, a subdivision agreement will be required with this plat to address the installation of water and sewer lines to the property; and

**WHEREAS**, all conditions required by Seward City Code §16.01.015, Conditions to plat approval, were met; the property owners within 300 feet of the requested replat were notified of the proposed subdivision, and the property was posted with public notice signage; and

**WHEREAS**, it is the Planning and Zoning Commission's responsibility to act in an advisory capacity to the Seward City Council and the Kenai Peninsula Borough regarding subdivision plat proposals within the City of Seward.

**NOW, THEREFORE, BE IT RESOLVED** by the Seward Planning and Zoning Commission, that:

**Section 1.** The Commission hereby recommends that in accordance with Seward City Code Section 16.01.015 (B), the Seward City Council and Kenai Peninsula Borough approve the submittal of the preliminary plat of Lot 13, Fort Raymond Subdivision; Tract 5B, Forest Acres Subdivision Levee Replat; Lot B1, Forest Acres Subdivision Levee Replat; and that portion of US Survey No. 149 described as parcel number 2; creating Tract 5B-1 and Tract 5B-2, Forest Acres Subdivision, Seward Gateway Properties

**Section 2.** This resolution shall take effect immediately upon adoption.

**PASSED AND APPROVED** by the Seward Planning and Zoning Commission this 6<sup>th</sup> day of May, 2025.

**THE CITY OF SEWARD, ALASKA**

---

**Carol Griswold, Chair**



**CITY OF SEWARD, ALASKA  
RESOLUTION 2025-017**

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AYES:

NOES:

ABSENT:

ABSTAIN:

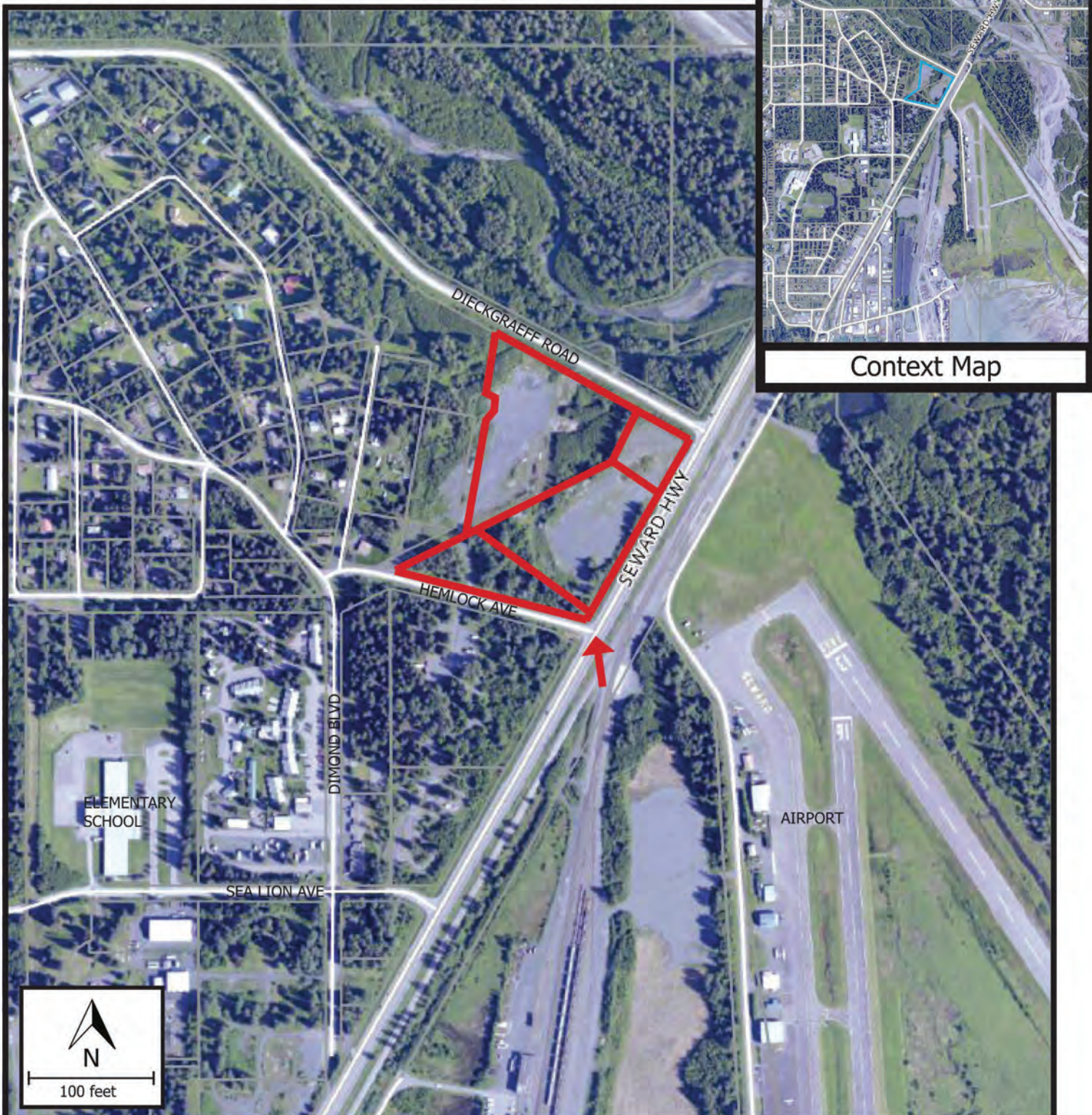
**ATTEST:**

---

Kris Peck  
City Clerk

(City Seal)





## Preliminary Plat Application Property Map

RES 2025-017 - Exchanging an equal portion of city-owned land with privately-owned land and vacating interior lot lines to create two new parcels to be known as Tracts 5B-1 and 5B-2, Forest Acres Subdivision, Seward Gateway Properties

Location: 1000 Hemlock Ave, 2500 Laurel St, 2405 & 2413 Seward Hwy  
 Parcel #: 14502601, 14502142, 14502133, 14502140







Community Development/Planning & Zoning  
410 Adams Street, Seward, Alaska 99664 • (907) 224-4049 • (907) 224-4020  
or email: [planning@cityofseward.net](mailto:planning@cityofseward.net)

### **PRELIMINARY PLAT SUBMITTAL FORM**

- ☒ PRELIMINARY PLAT ☐ REVISED PRELIMINARY PLAT (no fee required)  
☐ PHASED PRELIMINARY PLAT ☐ PRELIMINARY PLAT FOR PRIVATE STREETS / GATED SUBDIVISION

All requirements of Seward Code Title 16 apply and must be met.

**SUBDIVISION PLAT NAME:** must not include business names, contact staff for assistance if needed.

Forest Acres Subdivision-Seward Gateway Properties

#### **PROPERTY INFORMATION:**

Legal Description	See attached Sheet	
Section, Township, Range	The E1/2 OF SEC. 34, T1N, R1W, S.M., AK	
General area description	South of Resurrection River	
City	Seward	Total Acreage 13,799

#### **SURVEYOR**

Company: AK Lands, Land Surveying	Contact Person: Stacy Wessel
Mailing Address: PO Box 110485	City, State, Zip Anchorage, AK 99511
Phone: (907) 744-LAND	e-mail: <a href="mailto:stacy@aklands.com">stacy@aklands.com</a>

#### **PROPOSED WASTEWATER AND WATER SUPPLY**

WASTEWATER ☒ on site ☐ City WATER ☒ on site ☐ City

#### **SUBMITTAL REQUIREMENTS**

**A preliminary plat application will be scheduled for the next available Planning and Zoning meeting after a complete application has been received.**

- ☒ Electronic file of Plat and  
☒ Preliminary plat **NON-REFUNDABLE** submittal fee \$200.00 + \$14.00 Tax = **\$214.00**  
☒ Certificate to plat for **ALL** parcels included in the subdivision  
☒ Documentation showing proof of signatory authority (partnerships, corporations, estates, trusts, etc.)  
☐ Public Notice Sign(s) Posted on property - City staff will contact you to pick up sign

**EXCEPTIONS REQUESTED TO PLATTING CODE:** A letter, to be presented to the Planning and Zoning commission, with substantial evidence justifying the requested exception and fully stating the grounds for the exception request, and the facts relied upon, **MUST** be attached to this submittal.

1. 2. 3.

KPB 20.30.120

**APPLICANT: SIGNATURES OF ALL LEGAL PROPERTY OWNERS ARE REQUIRED.** Additional signature sheets can be attached. When signing on behalf of another individual, estate, corporation, LLC, partnership, etc., documentation is required to show authority of the individual(s) signing.

Contact KPB staff for clarification if needed.

**OWNER(s)**

Name (printed): Stacy Wessel	Signature: <i>Stacy Wessel</i>
Phone: (90) 744-LAND (5263)	e-mail: <a href="mailto:stacy@aklands.com">stacy@aklands.com</a>

Name (printed):	Signature:
Phone:	e-mail:

Name (printed):	Signature:
Phone:	e-mail:

**FOR OFFICE USE ONLY**

RECEIVED BY \_\_\_\_\_ DATE SUBMITTED \_\_\_\_\_ Receipt # \_\_\_\_\_



The preliminary plat shall be drawn to scale of sufficient size to be clearly legible and shall clearly show the following:

1.	Within the title block:	Not applicable to my plat.	The required information has been shown/noted.
a.	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;		✓
b.	Legal description, location, date, and total area in acres of the proposed subdivision; and		✓
c.	Name and address of owner(s), as shown on the KPB records and the certificate to plat, and registered land surveyor;		✓
2.	North point;		✓
3.	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;		✓
4.	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;		✓
5.	All parcels of land including those intended for private ownership and those to be dedicated for public use or reserved in the deeds for the use of all property owners in the proposed subdivision, together with the purposes, conditions, or limitations of reservations that could affect the subdivision;		✓
6.	The names and widths of public streets and alleys and easements, existing and proposed, within the subdivision;		✓
7.	Status of adjacent lands, including names of subdivisions, lot lines, block numbers, lot numbers, rights-of-way; or an indication that the adjacent land is not subdivided;		✓
8.	Approximate locations of areas subject to inundation, flooding, or storm water overflow, the line of ordinary high water, wetlands when adjacent to lakes or non-tidal streams, and the appropriate study which identifies a floodplain, if applicable;		✓
9.	Approximate locations of areas subject to tidal inundation and the mean high water line;	✓	
10.	Block and lot numbering approximate dimensions and total numbers of proposed lots;		✓
11.	The approximate location of known existing municipal wastewater and water mains, and other utilities within the subdivision and immediately abutting thereto		✓
12.	Contours at suitable intervals when any roads are to be dedicated unless the planning director or commission finds evidence that road grades will not exceed 6 percent on arterial streets, and 10 percent on other streets;	✓	
13.	Approximate locations of slopes over 20 percent in grade and if contours are shown, the areas of the contours that exceed 20 percent grade shall be clearly labeled as such;	✓	
14.	Apparent encroachments, with a statement indicating how the encroachments will be resolved prior to final plat approval	✓	

Subdivision Name: Forest Acres Subd., Seward Date: \_\_\_\_\_  
Gateway Properties Replat



PO Box 110485  
Anchorage, AK 99515  
(907) 744-LAND  
aklands@aklands.com  
<http://aklands.com>

April 7, 2025

City of Seward and  
Kenai Peninsula Borough

Subject: Forest Acres Subdivision – Letter of Authorization

To Whom It May Concern:

I, Doug Schoessler, am the authorized agent for Lot 13, Fort Raymond Subdivision, Plat 86-10 and Lot B1, Forest Acres Subdivision Levee Replat, Plat 2012-17. I hereby authorize AK Lands, Land Surveying LLC to represent me before the City of Seward and the Kenai Peninsula Borough for all matters related to the platting action, including any necessary KPB Exceptions to code, Right-of-Way dedication, and all related activities.

Doug Schoessler

Name

A handwritten signature in blue ink, appearing to read 'Doug Schoessler', is written over a horizontal line.

Doug Schoessler (Apr 24, 2025 08:37 AKDT)

Signature

04/24/25

Date



PO Box 110485  
Anchorage, AK 99515  
(907) 744-LAND  
aklands@aklands.com  
<http://aklands.com>

April 9, 2025

City of Seward and  
Kenai Peninsula Borough

Subject: Forest Acres Subdivision – Letter of Authorization

To Whom It May Concern:

I, \_\_\_\_\_, am the owner (or authorized agent) of Lot B1, Forest Acres Subdivision, Levee Replat, and the unsubdivided portion of U.S. Survey No. 149, described as Parcel No. 2 per the Warranty Deed recorded on September 19, 2022, at Serial No. 2022-000966-0. I hereby authorize AK Lands, Land Surveying LLC to represent me before the City of Seward and the Kenai Peninsula Borough for all matters related to the platting action, including any necessary KPB Exceptions to code, Right-of-Way dedication, and all related activities.

Robert Williams

Name

Robert Williams

Signature

4-9-25

Date





PO Box 110485  
Anchorage, AK 99515  
(907) 744-LAND  
aklands@aklands.com  
<http://aklands.com>

April 9, 2025

City of Seward and  
Kenai Peninsula Borough

Subject: Forest Acres Subdivision – Letter of Authorization

To Whom It May Concern:

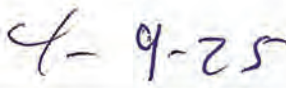
I, \_\_\_\_\_, am the owner (or authorized agent) of Lot B1, Forest Acres Subdivision, Levee Replat, and the unsubdivided portion of U.S. Survey No. 149, described as Parcel No. 2 per the Warranty Deed recorded on September 19, 2022, at Serial No. 2022-000966-0. I hereby authorize AK Lands, Land Surveying LLC to represent me before the City of Seward and the Kenai Peninsula Borough for all matters related to the platting action, including any necessary KPB Exceptions to code, Right-of-Way dedication, and all related activities.

  
\_\_\_\_\_

Name

  
\_\_\_\_\_

Signature

  
\_\_\_\_\_

Date







## Planning Department

144 N. Binkley Street, Soldotna, Alaska 99669 • (907) 714-2200 • (907) 714-2378 Fax

### **EXCEPTION REQUEST APPLICATION**

**NAME OF PRELIMINARY PLAT OR PLANNING COMMISSION ITEM:**

**PROPERTY INFORMATION:**

legal description: **See attached**

General area location: South of Resurrection River

**20.50.010. - EXCEPTIONS TO REGULATIONS—PROCEDURE—COMMISSION AUTHORITY.**

- A. Unless prohibited under this title, the commission may authorize exceptions to any of the requirements set forth in this title. Application for an exception shall present the commission with substantial evidence, justifying the requested waiver or exception stating fully the grounds for the application and the facts relied upon. The commission shall make findings of fact meeting the following standards before granting any exception:
  - 1. That special circumstances or conditions affecting the property have been shown by application;
  - 2. That the exception is necessary for the preservation and enjoyment of a substantial property right and is the most practical manner of complying with the intent of this title;
  - 3. That the granting of the exception will not be detrimental to the public welfare or injurious to other property in the area in which said property is situated.
- B. Where a design requirement of this title is addressed by a zoning regulation adopted by the borough assembly or city council, the variance procedures of the applicable zoning code shall be utilized in lieu of the exception procedures.
- C. All exceptions must be requested and granted at the time of preliminary plat approval. Exceptions may not be requested with a final plat submittal.
- D. Upon reconsideration of a plat committee decision following the procedure in KPB 20.25.120, an appeal of a decision of the planning commission made under this section shall be taken to the

**SUBMITTAL REQUIREMENTS**

Identify the exceptions requested including the section identifier of KPB code. Provide evidence justifying the requested exceptions that fully states the grounds for the exception request, and the facts relied upon. A letter can be attached to this application.

**FOR OFFICE USE ONLY**

RECEIVED BY \_\_\_\_\_

DATE SUBMITTED \_\_\_\_\_

KPB FILE # \_\_\_\_\_



PO Box 110485  
Anchorage, AK 99515  
(907) 744-LAND  
aklands@aklands.com  
<http://aklands.com>

April 8, 2025

City of Seward  
Planning Commission  
410 Adams St.  
Seward, AK 99664

Subject: Forest Acres Subdivision – Seward Gateway Properties - KPB exception Request

**Dear City of Seward and Kenai Peninsula Borough Officials:**

On behalf of AK Lands, the City of Seward, and Mr. Travis Maurer, I am pleased to submit this request for a replat that will consolidate four existing parcels into two new lots within the City of Seward. The City of Seward currently owns Lot 13 of the Fort Raymond Subdivision and Tract 5B of the Forest Acres Subdivision Levee Replat. Mr. Maurer owns Lot B-1 of the Forest Acres Subdivision Levee Replat, as well as the unsubdivided portion of land situated between Lot 13 and Lot B-1.

These parcels are largely undeveloped, consisting of gravel surfaces with some grading. Mr. Robert Williams, a developer, is collaborating with Mr. Maurer on this project. The City and Mr. Maurer seek to reconfigure their respective properties through a land swap designed to benefit both parties. The proposed reconfiguration will consolidate Lot 13, the unsubdivided land, Tract B-1, and Tract 5B into two lots. Tract 5B will be absorbed into the newly configured City-owned lot, which will be utilized as a snow dump. The second newly created lot will be slated for future development by Mr. Maurer and Mr. Williams, likely involving a further subdivision into multiple lots for housing.

This subdivision plan will include dedicating a portion of the right-of-way (ROW) along Juniper Street and requesting an Exception to KPB code 20.30.120 Right of Way Widths.

---

**Responses to KPB Exception Criteria**

Under KPB Code, requests for an exception must satisfy the following three criteria:

- **Special Circumstances or Conditions Affecting the Property**
  - Laurel Street was initially established with a narrower ROW under earlier plats (17 & 2012-17)
  - The road is not a main thoroughfare, primarily serving one multifamily property, and two large tracts zoned for resource management.
  - Expanding the ROW to the full 60-foot standard would require an additional five-foot dedication at this time, and potentially another ten-foot dedication if the private landowner decides to further subdivide in the future. Requiring multiple dedications from different property owners does not align with current use patterns or projected traffic needs.
- **Necessity for Preservation and Enjoyment of a Substantial Property Right; Practical Manner of Complying with the Title**
  - The proposed ROW configuration preserves developable acreage and minimizes unnecessary encumbrances on private property (west) and City-owned property (east).
  - Requiring the full 60-foot ROW may impose a significant burden with minimal public benefit, especially given the low-traffic nature and limited length of Laurel Street.



- **No Detrimental Impact on Public Welfare or Adjacent Properties**
    - Reduced ROW width along Laurel Street has been granted in previous subdivisions (2012-17) without adverse effects on public welfare or neighboring parcels.
    - The area's flat terrain and modest traffic do not warrant a standard 60-foot ROW.
    - Future utility installations can be adequately accommodated within the current ROW width.
- 

## Conclusion

We appreciate your consideration of this replat and our request for an exception under KPB Code 20.30.120. The proposed land swap and ROW configuration will facilitate the City of Seward's operational needs—such as creating a new snow dump—while enabling Mr. Maurer's and Mr. Williams's plans for future development. We believe the proposed replat and associated ROW exceptions serve both private and public interests. The flat terrain, minimal traffic, and absence of existing utility infrastructure—coupled with prior plat exceptions—confirm that strict 60-foot ROW compliance is unnecessary. Granting this request will allow the property to be responsibly developed without compromising public safety or welfare.

Thank you for your time and consideration. Please contact me with any questions or if further information is needed.

*Stacy Wessel*

AK Lands, Land Surveying by

Stacy Wessel, Professional Land Surveyor

Attachments: Plat 2012-17

**CITY OF SEWARD, ALASKA**

**AFFIDAVIT OF MAILING**

**PUBLIC HEARING NOTICE**



Clara Brown, upon oath, deposes and states:

That she is employed in the Community Development Office of the City of Seward, Alaska; and that on April 18, 2025 she mailed a Notice of Public Hearing to the real property owners within a 300-foot periphery of **1000 Hemlock Ave, 2500 Laurel St, 2405 Seward Highway, 2413 Seward Highway** as prescribed by Seward City Code 15.01.040/16.01.015.

Affirmed and signed this 18<sup>th</sup> day of April 2025.

Clara Brown



**AFFIDAVIT OF POSTING**  
**PUBLIC HEARING NOTICE**



I, Courtney Bringham, hereby certify that I have posted a Notice of Public Hearing, as prescribed by Seward City Code 15.01.040 for the property located at **Located at 1000 Hemlock Ave, 2500 Laurel St, 2405 Seward Highway, 2413 Seward Highway**, the owners of which have petitioned for a Public Hearing to replat the above named property, exchanging an equal portion of city-owned land with privately-owned land and vacating interior lot lines, creating two new parcels Tracts 5B-1 and 5B-2, Forest Acres Subdivision, Seward Gateway Properties.

The notice was posted on April 23, which is 14 days prior to the public hearing on this petition. I acknowledge this Notice must be posted in plain sight, maintained and displayed until all public hearings have been completed.

Affirmed and signed this 23 day of April, 2025.

Courtney Bringham  
Signature

## CALL TO ORDER

The May 6, 2025, regular meeting of the Planning & Zoning Commission was called to order at 7:00 p.m. by Chair Carol Griswold.

## OPENING CEREMONY

Commissioner Nathaniel Charbonneau led the Pledge of Allegiance to the flag.

## ROLL CALL

There were present:

Carol Griswold, presiding, and  
~~Brenan Hornseth~~  
Nathaniel Charbonneau  
Vanessa Verhey  
Sean Ulman  
Rhonda Hubbard  
~~Clare Sullivan~~  
June Pemberton

comprising a quorum of the Commission; and

Daniel Meuninck, Community Development Director  
Courtney Bringhurst, City Planner  
Jodi Kurtz, Deputy City Clerk

Excused – Hornseth, Sullivan.  
Absent – None  
Vacant – None

**PUBLIC COMMENTS ON ANY SUBJECT EXCEPT THOSE ITEMS SCHEDULED FOR PUBLIC HEARING - None**

## APPROVAL OF AGENDA AND CONSENT AGENDA

<b>Motion (Charbonneau/Pemberton)</b>	<b>Approval of Agenda and Consent Agenda</b>
<b>Motion Passed</b>	<b>Unanimous</b>

The clerk read the following approved consent agenda items:

Approve April 8, 2025, Planning & Zoning Commission Meeting Minutes



## **SPECIAL ORDERS, PRESENTATION, AND REPORTS**

**Proclamations and Awards – None**

### **City Administration Report**

**Community Development Director Daniel Meuninck** thanked everyone who participated in the recent Comprehensive Plan town hall workshops. He gave special thanks to the consultants who are now working on organizing all the feedback. The Comprehensive Plan survey was still open until May 31, 2025. Lastly, he mentioned the Community Development Executive Assistant position was still available.

**Other Reports and Announcements - None**

**Presentations - None**

## **PUBLIC HEARINGS**

### **Resolutions Requiring Public Hearing**

**Resolution 2025-016** of the Planning and Zoning Commission of the City of Seward, Alaska, recommending Kenai Peninsula Borough approval of the preliminary plat of 606 First Avenue vacating the interior lot lines of three adjacent lots and creating two new lots to be known as Lots 23A and 25A, Original Seward Townsite, Nilsson Replat

**Motion (Charbonneau/Verhey)**

**Approve Resolution 2025-016**

**City Planner Courtney Bringhurst** explained the proposed preliminary plat for this property involved combining three existing 3,000 square foot lots into two new 4,500 square foot lots.

*Notice of the public hearing being posted and published as required by law was noted and the public hearing was opened.*

**Kenneth Lang**, outside city limits, said that represented the petitioners and was available for questions.

*No one else appeared and the public hearing was closed.*

**Motion Passed**

**Unanimous**

**Resolution 2025-017** of the Planning and Zoning Commission of the City of Seward, Alaska, recommending City Council and Kenai Peninsula approval of the preliminary plat of 1000 Hemlock Avenue, 2500 Laurel Street, 2405 Seward Highway, and 2413 Seward Highway exchanging an equal portion of city-owned land with privately-owned land and vacating interior lot lines to create two new parcels to be known as Tracts 5B-1 and 5B-2, Forest Acres Subdivision, Seward Gateway Properties

**Motion (Pemberton/Charbonneau)**

**Approve Resolution 2025-017**

Bringhurst explained how the proposed replat involved four parcels of land included a land swap.

*Notice of the public hearing being posted and published as required by law was noted and the public hearing was opened.*

**Jim McCracken**, outside city limits, was encouraged by the progress and requested that the preliminary plat include a utility easement running directly south from the center of Laurel Street to Hemlock Avenue. This was based on city documents that showed utilities were planned to run east along Hemlock.

*No one else appeared and the public hearing was closed.*

Commissioners discussed passing this resolution with the intention of adding the utility easement later, or postponing the resolution until the Public Works Director could evaluate the easement.

Pemberton made a motion to amend this resolution to state "That the City Council will made aware of utility easement concerns raised by public." This amendment passed.

**Motion as Amended Passed**

**Unanimous**

**Resolution 2025-018** of the Planning and Zoning Commission of the City of Seward, Alaska, granting a conditional use permit to Morning Star Ventures LLC to construct a 4-plex at 2018 Dunham Drive within a multi-family residential (R3) zoning district

*\*This is a quasi-judicial hearing. Commissioners may not discuss any items pertaining to this Resolution with the applicant, other commissioners, or the public.*

**Motion (Charbonneau/Pemberton)**

**Approve Resolution 2025-018**

Bringhurst explained that the property at 2018 Dunham Drive currently has a duplex, and the owner is seeking a conditional use permit (CUP) to expand it into a 4-plex by adding two additional one-bedroom units. She spoke about the required parking spaces and details on the conditions of the permit.

*Notice of the public hearing being posted and published as required by law was noted and the public hearing was opened.*



**Phil Zimmerman**, outside city limits, stated that the 4-plex is being built for employee housing.

*No one else appeared and the public hearing was closed.*

The commission discussed the proposed 4-plex in the R3 Zone and how it met the conditions requirements. The proposed addition will help address the need for long-term rental housing, particularly for local employees.

**Motion Passed**

**Unanimous**

## **NEW BUSINESS**

### **Other New Business**

**Building height discussion to review two ordinance drafts and provide staff with a recommendation for which one the Commission would like to see at the June 3, 2025 meeting**

Meuninck discussed the direction on proposed changes to building height limits in Seward based on several work sessions. He stated the goal was to prepare an ordinance recommendation for the June 3, 2025 meeting. He explained the two draft options that were being presented to the commission tonight to review.

The commission discussed each section and area of what the building heights would be in each designated area.

### **Discussed upcoming work session topic for May 20, 2025**

The work session topic would be parking.

## **INFORMATIONAL ITEMS AND REPORTS**

Reminder of the upcoming P&Z Meetings

Work Session on Tuesday, May 20, 2025, at 6:00 p.m.

Regular Meeting on Tuesday, June 3, 2025, at 7:00 p.m.

## **FINAL PUBLIC COMMENTS**

**John Wisel**, outside city limits, advocated more flexible building rules in Seward, especially regarding height and parking. He pointed out that much of downtown is either undeveloped or has old buildings that need replacement. It was unfair to limit three-story buildings on one side of the street but not the other. He added that strict rules, particularly for four-story buildings and parking, made it hard for local developers to build affordable, long-term housing. The market should guide development, and that reducing parking requirements could help create more year-round rental units.

## ADMINISTRATION AND COMMISSION COMMENTS AND RESPONSES TO PUBLIC COMMENTS

**Meuninck** thanked everyone for a productive discussion, especially on the complex topic of building heights. He also gave a lighthearted update about local Parks and Recreation events, including a gold medal win in the Pink Cheeks Triathlon adult relay. The season-ending Racquetball tournament is coming up Thursday and he and Courtney Bringhurst will be representing the city.

**Bringhurst** thanked the commission for their good questions and discussions.

**Kurtz** mentioned the Bike Rodeo was coming up on Saturday at City Hall.

**Charbonneau** thanked the city administration for their support. He also appreciated the public for attending and participating in the meeting. He emphasized the value of community participation, and thanked his fellow commissioners for their work.

**Pemberton** thanked everyone for a good meeting and encouraged the public to come in and talk to the commission with their comments and concerns.

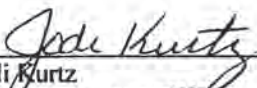
**Hubbard** reflected on her first year with the Planning & Zoning Commission. She appreciated the progress being made on housing, such as allowing more units and bunkhouses for seasonal workers. She expressed concern about businesses buying homes for employees which could limit options for local families. She also pointed out Seward's high cost of living and encouraged the Kenai Peninsula Borough to find creative ways to reduce financial strain. Lastly, she thanked staff and the public for their support.

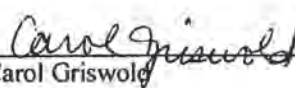
**Verhey** stated she was glad to be back at the dais and it was a good meeting.

**Griswold** welcomed Verhey back and wished Clara Brown well. She thanked the Commission, City Staff, and Deputy City Clerk for their support. She announced that a City Council Special Meeting had been requested to consider her removal from the commission. This might be her last regular meeting as commissioner and chair. She admitted she's not perfect, expressed gratitude for the chance to serve and learn, and wished everyone a good evening.

## ADJOURNMENT

The meeting was adjourned at 8:39 p.m.

  
Jodi Kurtz  
Deputy City Clerk

  
Carol Griswold  
Chair

(City Seal)





## **CALL TO ORDER**

The Monday, October 13, 2025 regular meeting of the Seward City Council was called to order at 7:00 p.m. by Mayor Sue McClure.

## **OPENING CEREMONY**

Police Chief Louis Tiner led the Pledge of Allegiance.

## **ROLL CALL**

There were present:  
Sue McClure, presiding, and  
John Osenga  
~~Kevin Finch~~  
Randy Wells  
Robert Barnwell  
Julie Crites  
~~Casie Warner~~

comprising a quorum of the Council; and

Kat Sorensen, City Manager  
Jason Bickling, Deputy City Manager  
Kris Peck, City Clerk  
Jodi Kurtz, Deputy City Clerk

Excused – Finch, Warner  
Absent – None

## **PROCLAMATIONS AND AWARDS – None**

## **CITIZEN COMMENTS ON ANY SUBJECT EXCEPT THOSE ITEMS SCHEDULED FOR PUBLIC HEARING**

**Shane Hand**, inside city limits, spoke on behalf of the Seward Public Employees Association [SPEA]. He spoke in support of the bargaining agreement between the City of Seward and SPEA.

## **APPROVAL OF AGENDA AND CONSENT AGENDA**

**Motion (Osenga/Wells)**

**Approval of Agenda and Consent Agenda**

McClure requested the certification of election results be added to the consent agenda.

**Motion as Amended Passed**

**Unanimous**

The clerk read the following approved consent agenda items:

**Approval of the September 22, 2025, City Council Meeting Minutes.**

**Certify the results of the October 7, 2025, Regular Municipal Election**

**Resolution 2025-099:** Recommending Kenai Peninsula Borough Approval of the Revised Preliminary Plat of the Property Located at 3207 Sorrel Road, Creating Spring Creek Replat

#### **IN-PERSON REPORTS AND PRESENTATIONS**

##### **City Manager Report**

**City Manager Kat Sorensen** noted the upcoming Planning & Zoning Work Session would be a discussion on the Comprehensive Plan. She noted there was a 2025 Comprehensive Plan Survey Analysis included in this council packet.

**Deputy City Manager Jason Bickling** provided an update on the Jesse Lee Home site and the ongoing soil testing with the Department of Environmental Conservation.

##### **City Clerk Report**

**City Clerk Kris Peck** thanked everyone involved with the Regular Municipal Election. He also gave a shout out to the local artists who made the election countdown sign on the boardwalk. The final election results were provided tonight as a laydown.

##### **City Attorney Report**

**City Attorney Rob Palmer** (*telephonically*) provided an update on the complex Polar Seafood lease agreement.

**Other Reports and Announcements – None**

##### **Presentations**

City of Seward Information Technology Department by IT Director Dustin Phillips

Project HOPE and Opioid Overdose Kits by Jessica Johnson (*Microsoft Teams video presentation*)



## **PUBLIC HEARINGS**

### **Ordinances for Enactment**

**Ordinance 2025-014:** Amending Seward City Code §15.10.140 Definitions for Animal Shelter and Veterinary Hospital and §15.10.226 Land Uses Allowed Table for Veterinary Hospital

**Motion (Osenga/Wells)**

**Enact Ordinance 2025-014**

**City Planner Courtney Bringhurst** summarized from the packet and explained how a veterinary service from Soldotna had been offering temporary services at the Seward Animal Shelter. Technically, a veterinary hospital was not allowed in this Institutional Zone. This situation led the Planning & Zoning Commission to review the Land Uses Allowed Table. The proposed ordinance would allow veterinary services outright in this Institutional zoning district.

*Notice of the public hearing being posted and published as required by law was noted and the public hearing was opened. No one appeared and the public hearing was closed.*

McClure noted this was pretty cut and dry.

**Motion Passed**

**Unanimous**

**Ordinance 2025-015:** Amending Seward City Code Chapter §15.20 – Signs

**Motion (Osenga/Wells)**

**Enact Ordinance 2025-015**

Bringhurst acknowledged this was quite a lengthy ordinance. The primary focus was to address confusion with temporary signage. Seward City Code also needed to be updated to follow a Supreme Court decision where signs cannot be regulated differently based on their content. The summary of the proposed amendments removed all ties to the content of the signs. Bringhurst also explained feather signs in relation to festivals. She noted a laydown which contained a proposed amendment for allowing feather signs at community events. This amendment was based on feedback from the Parks & Recreation Department. Feather signs could replace A-frame signs during races and special events.

*Notice of the public hearing being posted and published as required by law was noted and the public hearing was opened. No one appeared and the public hearing was closed.*

Ordinance 2025-015 was amended in 15.20.030 Signs allowed without permits, letter P, number 6, by striking, “by mobile vendors.” The amended version will read:

Feather signs may be allowed during specific scheduled community events as determined and approved by administrative official.

**Main Motion as Amended**

**Unanimous**

**Ordinance 2025-016:** Amending Seward City Code §15.10.140 Definitions for Dwelling, Apartment, Commercial Building and Mixed-Use Development and Table §15.10.226 Land Uses Allowed for Dwelling, Apartment in a Commercial Building

**Motion (Osenga/Barnwell)**

**Enact Ordinance 2025-016**

Bringhurst noted the Planning & Zoning Commission Work Sessions that focused on housing. During these discussions, some unclear and ambiguous regulations were discovered. The proposed legislation would create a definition for mixed use development, and allow apartments to be built outright in Central Business and Harbor Commercial zoning districts.

*Notice of the public hearing being posted and published as required by law was noted and the public hearing was opened.*

**Kelli Hatfield**, outside city limits, spoke as a developer of property inside city limits. She spoke in support of the ordinance and hoped council would pass the ordinance as it was written.

*No one else appeared and the public hearing was closed.*

Barnwell expressed concern about the harbor district with the increased building height.

Bickling responded that the South Harbor Uplands development would have design standards and be very specific for the way all the structures would look on these City of Seward lease sites. This was a safeguard against the concerns raised by Barnwell.

**Motion Passed**

**Unanimous**

**Resolutions Requiring Public Hearing**

**Resolution 2025-096:** Authorizing the City Manager to Enter into and Execute the Purchase and Sale Agreement and Related Documents for the Purchase of 2.7 Acres of Land, Physical Address 104 Benson Drive, Parcel 14502302, in the Amount of \$580,000 and Appropriating Funds

[Osenga declared a potential conflict of interest due to a family member selling the land. McClure ruled a conflict did exist and excused Osenga from the dais]

**Motion (Wells/Barnwell)**

**Approve Resolution 2025-096**

Bickling read the agenda statement verbatim because it was important for the public to hear.

*Notice of the public hearing being posted and published as required by law was noted and the public hearing was opened.*



**Lori Draper**, inside city limits, recalled her initial shock of hearing the city's idea of buying the land and building a new police station. She felt the land was ideally suited for apartments. However, after talking with residents and City Administration she felt that her issues had been eliminated one-by-one. Draper suggested the City could carve out sections of other parcels for residential rentals because it would be nice to see more housing added to Seward

**Sierra Roland**, inside city limits, stated that she lived near the development and was supportive of the land becoming a police station. The new police station would help support local families and students and be a great benefit to the community.

**Kathy Fredrickson**, inside city limits, stated that she lived near the property in question. She spoke to all the residents on Benson Drive and summarized their reactions to a new police station. One general concern was the amount of traffic. Fredrickson shared her observations and statistics counting cars and traffic on the street. She also noted a lack of shoulders for bicycles and pedestrians. Fredrickson also spoke in support of having the Seward High School access opened up from the other side of the parking lot and how that would reduce the traffic. In summary, Fredrick said her neighbors had no objections to a new police station.

*No one else appeared and the public hearing was closed.*

Bickling said he talked to the Kenai Peninsula Borough about a continuous sidewalk. There had also been some internal discussion about housing options that were presented by Draper.

Crites felt the parcel was a good location for a police station and fully supported this resolution.

Sorensen pointed out that a police station would be a good deterrent for speeding in the neighborhood.

Council felt all their questions had been answered and thanked everyone for their input.

**Motion Passed 4-0**

**Yes: Barnwell, Crites, Wells, McClure**

**No: None**

**Abstain: Osenga**

*Council recessed the meeting at 8:17 p.m.*

*Council resumed the meeting at 8:23 p.m.*

**Resolution 2025-097:** Authorizing Amendment No. 4 to Cooperative Agreement and an Amendment to the Third Amended and Restated Agreement for Lease of Tract 2a, Waterfront Tracts and the Lease, Operation and Maintenance of the Alaska SeaLife Center

**Motion (Osenga/Wells)**

**Approve Resolution 2025-097**

Sorensen explained the four organizations involved in the initial startup of the SeaLife Center. The Alaska Department of Fish & Game [ADFG] was a safeguard. This resolution removes ADFG entirely from the operating agreement. All parties were supportive of this amendment.

*Notice of the public hearing being posted and published as required by law was noted and the public hearing was opened.*

**Wei Ying Wong**, inside city limits, spoke as the President and CEO of the Alaska SeaLife Center. She supported this amendment to the lease.

*No one else appeared and the public hearing was closed.*

**Motion Passed**

**Unanimous**

**UNFINISHED BUSINESS - None**

**NEW BUSINESS**

**Resolutions**

**Resolution 2025-098:** Approving the Bargaining Agreement Between the City of Seward and the Seward Public Employees Association, Covering Terms and Conditions of Employment for All Members of the Collective Bargaining Unit, Effective January 1, 2026 and Ending December 31, 2028

**Motion (Wells/Osenga)**

**Approve Resolution 2025-098**

Sorensen highlighted some of the changes to the agreement with SPEA. She also pointed out an excellent summary in the packet.

Council and City Administration discussed the access to legal services up to \$2,700 per year as part of the new agreement.

**Motion Passed**

**Unanimous**

**Other New Business**

**Discuss adjustments to the regular City Council meetings in November and December**

Sorensen noted the current schedule put the City Council meetings very close to the Veterans Day Holiday and the Thanksgiving Holiday. She explained how having just one meeting in mid-December had become the norm and was interested in trying this for November. Sorensen had checked with city department heads to make sure the city could evenly spread the workload across the rescheduled meetings.

Council discussed the proposed adjustments and determined the meeting schedule will be as follows: There will be a meeting held on Monday, November 17, 2025 and a meeting held on Monday, December 15, 2025.



## **INFORMATIONAL ITEMS AND REPORTS**

### **Other Items**

Letter from Warner regarding upcoming meeting attendance

Letter from Warner regarding context of Project HOPE presentation

Update from Mike Brittain and the Prince William Sound Regional Citizen's Advisory Council

Comprehensive Plan 2025 Survey Analysis

### **Upcoming City Council Meetings**

Regular Meeting on Monday, October 27, 2025 at 7:00 p.m.

## **CITIZEN COMMENTS**

**Shane Hand**, inside city limits, expressed appreciation for City Administration and City Council. He appreciated the support and collaboration with going through union negotiations. He thanked everyone for their hard work.

## **COUNCIL AND ADMINISTRATION COMMENTS & RESPONSE TO CITIZEN COMMENTS**

**Sorensen** said she had a list of people to thank. She thanked all those involved in the Polar Seafood lease agreement. She thanked Community Development and Planning & Zoning for their work on the sign code updates. A big thank you to Kevin Finch and Randy Wells for their tenure on council. Sorensen was thankful for the Work Session earlier and thanked Jason Bickling who will be Acting City Manager at the next meeting. Lastly, she thanked SPEA for their work on the collective bargaining agreement.

**Bickling** thanked Randy Wells and said it was great working with him.

**Barnwell** appreciated the Work Session with the Electric Department and he was confident in their abilities. He said the land sale for the new police station was a big win tonight. The union agreement was great and he thanked Shane Hand for his hard work. He thanked Wells and Finch for their service on council. He noted Wells really did his homework and put a lot of effort into the job.

**Wells** said he had learned so much over the last four years serving on City Council. Prior to serving on council, his understanding of local government was completely wrong. He appreciated anyone who sat at the dais and went through this learning process. He guaranteed serving on council would be an eye-opening experience to a new council member. The four years had changed him for the rest of his life.

**Osenga** thanked the Electric Department for the informative work session. Getting information out to the public was important. He thanked Kevin Finch for his dedication to council. Osenga told a story about his first encounter with Randy Wells. He also said Wells was very smart and did his research, and it was an honor to serve with him.

**McClure** was overwhelmed and humbled by all the votes she received for Mayor. She gave a shout out to the folks at Mountain Haven who voted with special needs ballots. This was a perfect example of an election where every vote counts. She encouraged everyone to vote. She thanked Randy Wells for his tenure on council. She spoke in favor of the relatively new 3-year term and how it allowed for the difficult learning curve. She noted Electric Department's updates and appreciated the transparency for the public.

**Osenga** also wanted to note the voter turnout in the recent election.

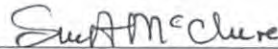
#### ADJOURNMENT

The meeting was adjourned at 8:52 p.m.



Kris Peck  
City Clerk

(City Seal)



Sue McClure  
Mayor



Sponsored by: Applicant  
Public Hearing: May 6, 2025

**CITY OF SEWARD, ALASKA  
PLANNING AND ZONING COMMISSION  
RESOLUTION 2025-017**

**A RESOLUTION OF THE PLANNING AND ZONING COMMISSION OF THE CITY OF SEWARD, ALASKA, RECOMMENDING SEWARD CITY COUNCIL AND KENAI PENINSULA BOROUGH APPROVAL OF THE PRELIMINARY PLAT OF 1000 HEMLOCK AVENUE, 2500 LAUREL STREET, 2405 SEWARD HIGHWAY, AND 2413 SEWARD HIGHWAY EXCHANGING AN EQUAL PORTION OF CITY-OWNED LAND WITH PRIVATELY-OWNED LAND AND VACATING INTERIOR LOT LINES TO CREATE TWO NEW PARCELS TO BE KNOWN AS TRACTS 5B-1 AND 5B-2, FOREST ACRES SUBDIVISION, SEWARD GATEWAY PROPERTIES**

**WHEREAS**, AK Lands, Land Surveying LLC has submitted a preliminary plat on behalf of the City of Seward for review and recommendation to the Seward City Council and Kenai Peninsula Borough; and

**WHEREAS**, the proposed plat is a subdivision of Lot 13, Fort Raymond Subdivision; Tract 5B, Forest Acres Subdivision Levee Replat; Lot B1, Forest Acres Subdivision Levee Replat; and that portion of US Survey No. 149 described as parcel number 2; creating Tract 5B-1 and Tract 5B-2, Forest Acres Subdivision, Seward Gateway Properties; and

**WHEREAS**, on August 12, 2024, the Seward City Council approved Resolution 2024-041 authorizing the City Manager to negotiate a land swap for a portion of city property located at 1000 Hemlock Avenue in exchange for a portion of private property located at 2405 Seward Highway; and

**WHEREAS**, Tract 5B-1 will remain city-owned land and Tract 5B-2 will be privately owned; and

**WHEREAS**, Tract 5B-1 will be 8.083 acres; and

**WHEREAS**, Tract 5B-2 will be 5.716 acres; and

**WHEREAS**, Tract 5B-1 will be 5,755 square feet (0.13 acres) smaller than the combined acreage of the two city-owned properties on 1000 Hemlock Avenue and 2500 Laurel Street because a 20' wide portion of land adjacent to Juniper Street, which had previously been dedicated as an access easement, is now being dedicated as right-of-way; and

**WHEREAS**, 1000 Hemlock Avenue is zoned Institutional (I) and 2500 Laurel Street is zoned Resource Management (RM); and

**WHEREAS**, 2405 & 2413 Seward Highway are zoned Auto Commercial (AC);

**CITY OF SEWARD, ALASKA  
RESOLUTION 2025-017**

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**WHEREAS**, the segmented zoning created by the preliminary plat will be corrected in a future Resolution; and

**WHEREAS**, according to the Kenai Peninsula Borough Floodplain map, all of Tract 5B-1 and the southwest end and northwest corner of Tract 5B-2 are located within the FEMA-mapped AE flood zone; and

**WHEREAS**, development within these areas will require a floodplain permit; and

**WHEREAS**, both Tracts have access to city electricity but not water or sewer; and

**WHEREAS**, Tract 5B-1 has access to Hemlock Avenue and Tract 5B-2 has access to the Seward Highway and Hemlock Avenue; and

**WHEREAS**, a subdivision agreement will be required with this plat to address the installation of water and sewer lines to the property; and

**WHEREAS**, all conditions required by Seward City Code §16.01.015, Conditions to plat approval, were met; the property owners within 300 feet of the requested replat were notified of the proposed subdivision, and the property was posted with public notice signage; and

**WHEREAS**, it is the Planning and Zoning Commission's responsibility to act in an advisory capacity to the Seward City Council and the Kenai Peninsula Borough regarding subdivision plat proposals within the City of Seward.

**NOW, THEREFORE, BE IT RESOLVED** by the Seward Planning and Zoning Commission, that:

**Section 1.** The Commission hereby recommends that in accordance with Seward City Code Section 16.01.015 (B), the Seward City Council and Kenai Peninsula Borough approve the submittal of the preliminary plat of Lot 13, Fort Raymond Subdivision; Tract 5B, Forest Acres Subdivision Levee Replat; Lot B1, Forest Acres Subdivision Levee Replat; and that portion of US Survey No. 149 described as parcel number 2; creating Tract 5B-1 and Tract 5B-2, Forest Acres Subdivision, Seward Gateway Properties

**Section 2.** The City Council will be made aware of utility easement concerns raised by the public.

**Section 3.** This resolution shall take effect immediately upon adoption.

**PASSED AND APPROVED** by the Seward Planning and Zoning Commission this 6<sup>th</sup> day of May, 2025.



**CITY OF SEWARD, ALASKA  
RESOLUTION 2025-017**

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**THE CITY OF SEWARD, ALASKA**

*Carol Griswold*  
**Carol Griswold, Chair**

AYES: Charbonneau, Verhey, Hubbard, Pemberton, Griswold  
NOES:  
ABSENT: Hornseth, Sullivan  
ABSTAIN:

**ATTEST:**

*Kris Peck*  
Kris Peck  
City Clerk

(City Seal)



Sponsored by: Planning and Zoning Commission

**CITY OF SEWARD, ALASKA  
RESOLUTION 2025-101**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEWARD, ALASKA, RECOMMENDING KENAI PENINSULA BOROUGH APPROVAL OF THE PRELIMINARY PLAT OF 1000 HEMLOCK AVENUE, 2500 LAUREL STREET, 2405 SEWARD HIGHWAY, AND 2413 SEWARD HIGHWAY EXCHANGING AN EQUAL PORTION OF CITY-OWNED LAND WITH PRIVATELY-OWNED LAND AND VACATING INTERIOR LOT LINES TO CREATE TWO NEW PARCELS TO BE KNOWN AS TRACTS 5B-1 AND 5B-2, FOREST ACRES SUBDIVISION, SEWARD GATEWAY PROPERTIES**

**WHEREAS**, AK Lands, Land Surveying LLC has submitted a preliminary plat on behalf of the City of Seward for review and recommendation to the Kenai Peninsula Borough; and

**WHEREAS**, the proposed plat is a subdivision of Lot 13, Fort Raymond Subdivision; Tract 5B, Forest Acres Subdivision Levee Replat; Lot B1, Forest Acres Subdivision Levee Replat; and that portion of US Survey No. 149 described as parcel number 2; creating Tract 5B-1 and Tract 5B-2, Forest Acres Subdivision, Seward Gateway Properties; and

**WHEREAS**, Seward City Code §7.05.120 states that “the City Council may acquire or dispose of an interest in real property by negotiation, public auction, or sealed bid”; and

**WHEREAS**, on August 12, 2024, the Seward City Council approved Resolution 2024-041 authorizing the City Manager to negotiate a land swap for a portion of city property located at 1000 Hemlock Avenue in exchange for a portion of private property located at 2405 Seward Highway; and

**WHEREAS**, Tract 5B-1 will remain city-owned land and Tract 5B-2 will be privately owned; and

**WHEREAS**, Tract 5B-1 will be 8.083 acres; and

**WHEREAS**, Tract 5B-2 will be 5.716 acres; and

**WHEREAS**, Tract 5B-1 will be 5,755 square feet (0.13 acres) smaller than the combined acreage of the two city-owned properties on 1000 Hemlock Avenue and 2500 Laurel Street because a 20' wide portion of land adjacent to Juniper Street, which had previously been dedicated as an access easement, is now being dedicated as right-of-way; and

**WHEREAS**, 1000 Hemlock Avenue is zoned Institutional (I) and 2500 Laurel Street is zoned Resource Management (RM); and

**WHEREAS**, 2405 & 2413 Seward Highway are zoned Auto Commercial (AC); and



**CITY OF SEWARD, ALASKA**  
**RESOLUTION 2025-101**  
**Page 2 of 3**

**WHEREAS**, the segmented zoning created by the preliminary plat will be corrected in a future Resolution; and

**WHEREAS**, according to the Kenai Peninsula Borough Floodplain map, all of Tract 5B-1 and the southwest end and northwest corner of Tract 5B-2 are located within the FEMA-mapped AE flood zone; and

**WHEREAS**, development within these areas will require a floodplain permit; and

**WHEREAS**, both Tracts have access to city electricity but not water or sewer; and

**WHEREAS**, Tract 5B-1 has access to Hemlock Avenue and Tract 5B-2 has access to the Seward Highway and Hemlock Avenue; and

**WHEREAS**, a subdivision agreement will be required with this plat to address the installation of water and sewer lines to the property; and

**WHEREAS**, all conditions required by Seward City Code §16.01.015, Conditions to plat approval, were met; the property owners within 300 feet of the requested replat were notified of the proposed subdivision, and the property was posted with public notice signage; and

**WHEREAS**, the Seward Planning and Zoning Commission reviewed this preliminary plat on May 6, 2025 and recommended the City Council and Kenai Peninsula Borough approval through Resolution 2025-017; and

**WHEREAS**, the Seward City Council must review and comment on a preliminary plat of city-owned land before submittal to the Borough for approval.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEWARD, ALASKA**, that:

**Section 1.** The Council hereby recommends that, in accordance with Seward City Code Section 16.01.015, the Kenai Peninsula Borough approve the submittal of the preliminary plat of Lot 13, Fort Raymond Subdivision; Tract 5B, Forest Acres Subdivision Levee Replat; Lot B1, Forest Acres Subdivision Levee Replat; and that portion of US Survey No. 149 described as parcel number 2; creating Tract 5B-1 and Tract 5B-2, Forest Acres Subdivision, Seward Gateway Properties

**Section 2.** This resolution shall take effect immediately upon adoption.

**PASSED AND APPROVED** by the City Council of the City of Seward, Alaska, this 27<sup>th</sup> day of October 2025.

CITY OF SEWARD, ALASKA  
RESOLUTION 2025-101  
Page 3 of 3

THE CITY OF SEWARD, ALASKA

Sue McClure  
Sue McClure, Mayor

AYES: Barnwell, Calhoon, Osenga, McClure  
NOES: None  
ABSENT: Crites, Draper, Warner  
ABSTAIN: None

ATTEST:

Kris Peck

Kris Peck  
City Clerk

(City Seal)

