

C. CONSENT AGENDA

***3. Minutes**

a. September 22, 2025 Plat Committee Meeting Minutes

Kenai Peninsula Borough

Plat Committee

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

SEPTEMBER 22, 2025
6:30 PM
UNAPPROVED MINUTES

A. CALL TO ORDER

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

B. ROLL CALL

Plat Committee Members/Alternates

Karina England, City of Seward

Pamela Gillham, Kalifornsky/Kasilof District

Virginia Morgan, Cooper Landing/Hope/Eastern Peninsula District

Franco Venuti, City of Homer

Paul Whitney, City of Soldotna

Staff Present

Robert Ruffner, Planning Director

Vince Piagentini, Platting Manager

Jenny Robertson, LMD Administrative Assistant

Ann Shirnberg, Planning Administrative Assistant

With 5 members in attendance, a quorum was present.

C. APPROVAL OF AGENDA, EXCUSED ABSENCES, AND MINUTES

*3. Approval of Minutes

a. September 8, 2025 Plat Committee Meeting Minutes

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

E1. Dawson Subdivision No. 2; KPB File 2025-123

E2. Yoo Subdivision; KPB File 2025-126

E4. Bouwens Subdivision No. 3; KPB File 2025-128

E6. Kinrod 2025 Replat; KPB File 2025-131

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

MOTION: Commissioner Whitney moved, seconded by Commissioner Venuti to approve the agenda, the minutes from the September 8, 2025 Plat Committee and grouped plats based on staff recommendations and compliance to borough code, adopting and incorporating by reference the staff reports and staff recommendations.

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

MOTION PASSED BY UNANIMOUS VOTE

Yes - 5	England, Gillham, Morgan, Whitney, Venuti
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E. NEW BUSINESS**ITEM #1 - PRELIMINARY PLAT
DAWSON SUBDIVISION NO. 2**

KPB File No.	2025-123
Plat Committee Meeting:	September 22, 2025
Applicant / Owner:	Terry J. Dawson
Surveyor:	John Segesser / Segesser Surveys
General Location:	Yukon Road - Kasilof Area
Parent Parcel No.:	133-512-24
Legal Description:	T 3N R 11W SEC 29 Seward Meridian KN 2008086 DAWSON SUB LOT 2
Assessing Use:	Residential Dwelling
Zoning:	Rural Unrestricted
Water / Wastewater	Onsite
Exception Request	None

Approved Under The Consent Agenda*ITEM #2 - PRELIMINARY PLAT
YOO SUBDIVISION**

KPB File No.	2025-126
Plat Committee Meeting:	September 22, 2025
Applicant / Owner:	Jeeyon & Jerry Yoo / Anchorage
Surveyor:	Jason Young / Edge Survey & Design, LLC
General Location:	Cohoe Loop - Kasilof Area
Parent Parcel No.:	133-022-06
Legal Description:	T 3N R 12W SEC 2 SEWARD MERIDIAN KN BEGINNING AT THE 1/4 CORNER COMMON TO SEC 2 & 11 TH N 0 DEG 51 MIN W 855.80 FT TO POB TH N 89 DEG 30 MIN E 1590 FT TO THE LINE OF MEAN HIGH WATER OF THE KASILOF RIVER TH N 16 DEG 20 MIN E 248 FT TH N 80 DEG 10 MIN W 1634 FT TO A POINT ON THE CENTERLINE OF SEC 2 TH S 0 DEG 51 MIN E 284.2 FT TO THE POB
Assessing Use:	Vacant
Zoning:	Rural Unrestricted
Water / Wastewater	Onsite
Exception Request	None

Approved Under The Consent Agenda*ITEM #3 - PRELIMINARY PLAT
HIGHLAND BLUFF SUBDIVISION QUINT ADDITION**

KPB File No.	2025-120
Plat Committee Meeting:	September 8, 2025
Applicant / Owner:	Janelle Kara Quint & Kenneth David Quint
Surveyor:	Jason Young / Edge Survey & Design, LLC
General Location:	Pavlof Dr. off Cohoe Loop Road – Cohoe Area
Parent Parcel No.:	137-340-17, 137-340-18 & 137-340-19
Legal Description:	T 02N R 12W SEC 04 SEWARD MERIDIAN KN 0800038 HIGHLAND BLUFF SUB LOTS 7, 8 & 9 BLK 4
Assessing Use:	Vacant, Accessory Building, Vacant
Zoning:	Rural Unrestricted
Water / Wastewater	Onsite
Exception Request	KPB 20.30.120 – Street Width Requirements

Staff report given by Platting Vince Piagentini.

Chair Gillham opened the item for public comment.

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

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

MAIN MOTION: Commissioner Whitney moved, seconded by Commissioner Venuti to grant preliminary approval to Highland Bluff Subdivision Quint Addition based on staff recommendations and compliance to borough code and adopting and incorporating by reference the staff report and staff recommendations.

EXCEPTION REQUEST: Commissioner Whitney moved, seconded by Commissioner Venuti to grant the exception request to KPB 20.30.120 – Street Width Requirements, citing findings 3 – 5 in support of standard one, findings 1, 2, 5 & 8 in support of standard two and findings 4 & 8 in support of standard three.

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

EXCEPTION REQUEST MOTION PASSED BY UNANIMOUS VOTE

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

MAIN MOTION PASSED BY UNANIMOUS VOTE

Yes - 5	England, Gillham, Morgan, Venuti, Whitney
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**ITEM #4 - PRELIMINARY PLAT
BOUWENS SUBDIVISION NO. 3**

KPB File No.	2025-128
Plat Committee Meeting:	September 22, 2025
Applicant / Owner:	Andrew Matthews, Katie Schollenberg Matthews & Patrick Wells
Surveyor:	Jason L. Schollenberg / Peninsula Surveying, LLC
General Location:	Kinak Avenue & Fitzhugh Street – Happy Valley
Parent Parcel No.:	159-013-17 and 159-013-18
Legal Description:	T 2S R 14W SEC 9 Seward Meridian HM 0960008 BOUWENS SUB #2 LOTS 1A & 1B
Assessing Use:	Residential Dwelling
Zoning:	Rural Unrestricted
Water / Wastewater	Onsite
Exception Request	None

**Approved Under The Consent Agenda*

**ITEM #5 - PRELIMINARY PLAT
HOMEWOOD SUBDIVISION 2025 REPLAT**

KPB File No.	2025-130
Plat Committee Meeting:	September 22, 2025
Applicant / Owner:	Danielina & Mark Conway
Surveyor:	Jason Schollenberg / Peninsula Surveying
General Location:	Pinewood Ave & Berkenweg St off Robinson Loop Rd – Sterling Area
Parent Parcel No.:	063-550-56
Legal Description:	T 5N R 9W SEC 17 SEWARD MERIDIAN KN 0770081 HOMEWOOD SUB LOT 4 BLK 6
Assessing Use:	Residential
Zoning:	Rural Unrestricted
Water / Wastewater	Onsite
Exception Request	KPB 20.40 – Wastewater Review

Chair Gillham opened the item for public comment.

Danielina Conway; P.O. Box 2441, Soldotna AK 99669: Ms. Conway is the landowner and made herself available for questions.

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

MAIN MOTION: Commissioner Morgan moved, seconded by Commissioner Whitney to grant preliminary approval to Homewood Subdivision 2025 Replat based on staff recommendations and compliance to borough code and adopting and incorporating by reference the staff report and staff recommendations.

EXCEPTION REQUEST: Commissioner Morgan moved, seconded by Commissioner Whitney to grant the exception request to KPB 20.40 – Wastewater Review, citing findings 1-3 in support of standards one, two and three.

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

EXCEPTION REQUEST MOTION PASSED BY UNANIMOUS VOTE

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

MAIN MOTION PASSED BY UNANIMOUS VOTE

Yes - 5	England, Gillham, Morgan, Venuti, Whitney
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**ITEM #6 - PRELIMINARY PLAT
KINROD 2025 REPLAT**

KPB File No.	2025-131
Plat Committee Meeting:	September 22, 2025
Applicant / Owner:	Steven A. & Patricia E. Tilbury
Surveyor:	Jason Schollenberg / Peninsula Surveying, LLC
General Location:	Brody Road off Oil Well Road – Ninilchik Area
Parent Parcel No.:	157-130-23 & 157-130-38
Legal Description:	T 1S R 13W SEC 31 Seward Meridian HM 0810018 KINROD ADDN LOT 1 AND HM 2018029 KINROD 2018 REPLAT TRACT B2
Assessing Use:	157-130-23: Residential Dwelling 157-130-38: Residential Accessory Building
Zoning:	Rural Unrestricted
Water / Wastewater	Onsite
Exception Request	None

**Approved Under The Consent Agenda*

G. ADJOURNMENT

Commissioner Whitney moved to adjourn the meeting at 6:47 P.M.

Ann E. Shirnberg
Administrative Assistant