E. NEW BUSINESS

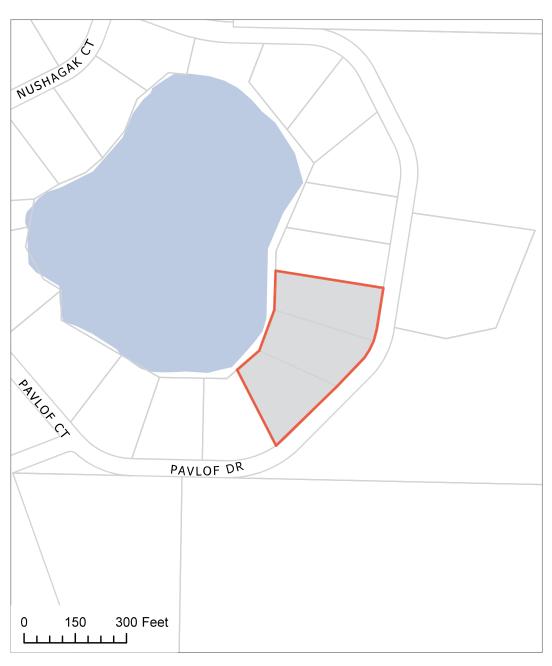
3. Highland Bluff Subdivision Quint Addition KPB File 2025-120 Edge Survey & Design / Quint Location: Pavlof Drive off Cohoe Loop Road

Cohoe Area

Vicinity Map



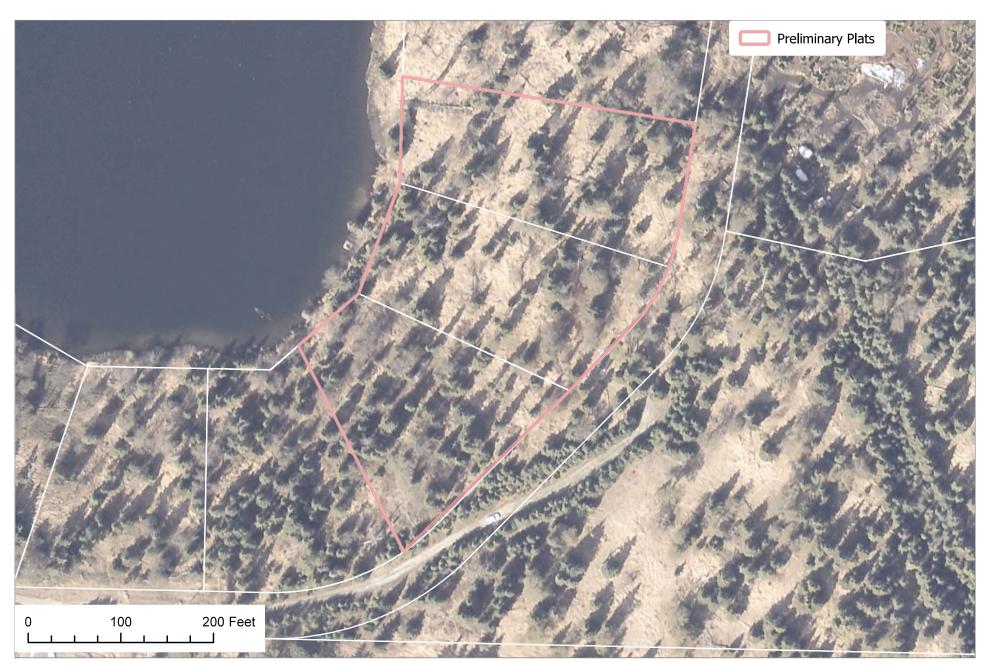




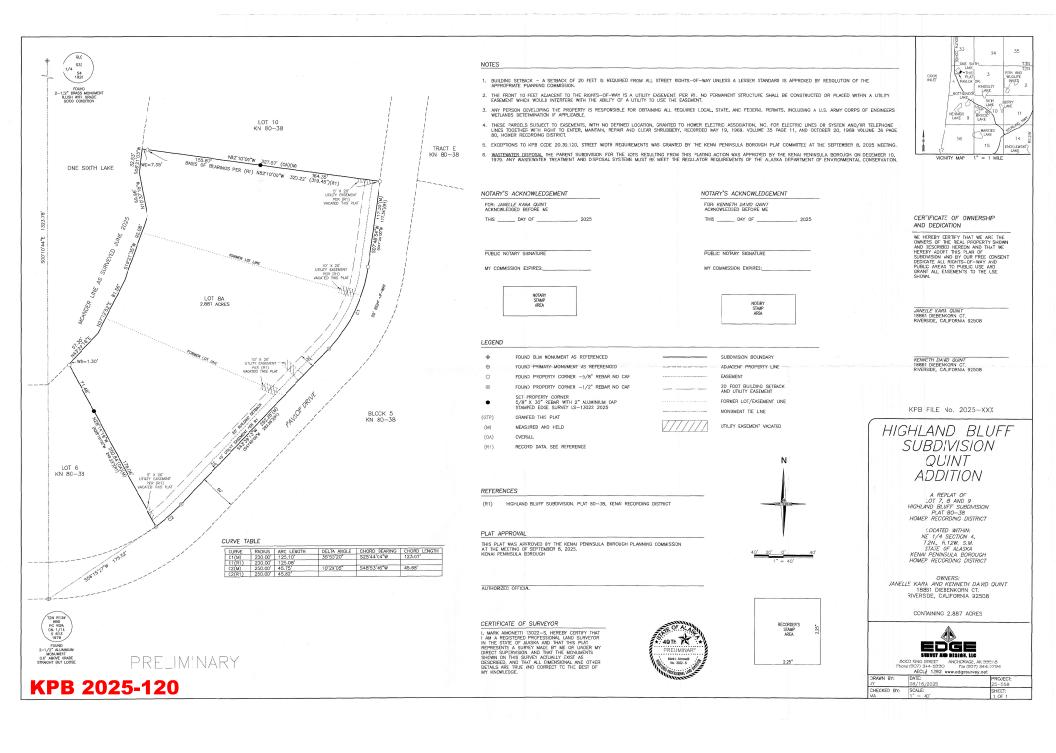


KPB File 2025-120 T 02N R 12W SEC 04 Cohoe





Aerial Map



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 and Kenneth David Quint / California
Surveyor:	Jason Young / Edge Survey & Design, LLC
General Location:	Pavlof Dr. off Cohoe Loop Road

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 / Onsite
Exception Request	20.30.120

STAFF REPORT

<u>Specific Request / Scope of Subdivision:</u> The proposed plat will combine three lots into one large lot of size 2.887 acres and finalize a vacation of easements as shown.

Location and Legal Access (existing and proposed):

Legal access to the plat is off Pavlof Dr from Cohoe Loop Road near milepost 3. Pavlof Dr is a 50' dedication that is currently undeveloped near this plat. The owner has requested and exception to KPB 20.30.120 Streets – Width Requirements, which will be covered at the end of the staff report.

The plat is not dedicating any more right-of-way or vacating any right-of-way.

The plat is not affected by a section line easement either.

The block length is not compliant as it round past this plat, but with the location of One Sixth Lake on the west this plat is unable to provide any relief to break the block length. **Staff recommends** the Committee concur that an exception to KPB 20.30.170 is not needed at this time.

KPB Roads Dept RSA review	Out of Jurisdiction: No
	Roads Director: Uhlin, Dil
	Comments: No comments
SOA DOT comments	No comments

Site Investigation:

Per the KPB Assessor the subdivision has a shed on the middle lot of the three being combined. The shed is not visible on the aerial photo though.

The KPB GIS contour data indicates there are steep area on the plat through the middle of the lot from the southern boundary to the northeastern boundary. The slopes in the steep area look to be in the range of 25 - 30% and should have been included on the preliminary plat. KPB 20.60.010 does not require contours to be shown on the final plat unless the surveyor wishes to include the top and toe with directional arrows.

The KWF Wetlands assessment indicates the majority of the plat to be identified as Discharge Slope with portions near the lake being labeled as Depression. *Staff recommends* the surveyor add a note to the drawing and a line identifying the line between the two wetlands on the plat rather than hatching the entire plat. The appropriate wetlands note is located on the plat.

The River Center review did not identify the plat to be located in neither a FEMA designated flood zone or a habitat protection district.

KPB River Center review	A. Floodplain
	Reviewer: Hindman, Julie Floodplain Status: Not within flood hazard area 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	

Staff Analysis

This part of land was previously surveyed as Government lots 2, 3 & 4 of Section 4, Township 2 North, Range 12 West SM Alaska. Highland Bluff Subdivision KN 80-38 platted the lots creating the subdivision as now shown. This platting action will combine lots 7, 8 & 9 of Block 4 into one large lot.

A soils report will not be required as the plat is combining three lots of a plat previously approved for wastewater disposal.

There does not appear to be any encroachments coming onto the plat, staff recommends the surveyor note any encroachments when doing the field work and if found notify staff of them and how they will be addressed.

Per the preliminary Certificate to Plat, beneficial interest holders do not affect the proposed plat. Notification per KPB 20.10.100 will not be required unless the final Certificate to Plat states the property is affected by beneficial interest holders.

The property is not within an advisory planning commission.

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

Utility Easements

The plat is vacating several anchor easements as noted on the plat with hatching. The parent plat labeled these as anchor easements rather than utility easements. **Staff recommends** the surveyor relabel the vacated easement as anchor easements and add a plat note referencing the Planning Commission meeting the easement was approved for vacation. The labels in the legend need to be changed from utility easement beside the hatching and lot easement changed to anchor easement.

As part of our routine notification process, the subdivision plat was emailed to the affected utility providers for review. **Staff recommends:** the surveyor work with the utility providers to accommodate their request, ensuring optimal use of the owner's land and maximum benefit for both the provider and the public.

The plat is proposing a new 10' utility easement along the front 10' adjacent to the right-of-way as listed at note 2

Utility provider review:

HEA	No comment	
ENSTAR	AR No comment or recommendations	
ACS		
GCI	Approved as shown	

KPB department / agency review:

KPB department / agency revie Addressing Review	Reviewer: Pace, Rhealyn
Add Cooling Review	Affected Addresses:
	NONE
	NONE
	Existing Street Names are Correct: Yes
	List of Correct Street Names:
	PAVLOF DR
	Existing Street Name Corrections Needed:
	All New Street Names are Approved: No
	List of Approved Street Names:
	List of Street Names Denied:
	Comments:
	No other comments
Code Compliance	Reviewer: Ogren, Eric
·	Comments: No comments
LOZMS Review Planner	Reviewer: Raidmae, Ryan
	There are not any Local Option Zoning District issues with this proposed
	plat.
	Material Site Comments:
	There are not any material site issues with this proposed plat.
Assessing Review	Reviewer: Windsor, Heather
	Comments: No comment
Central Emergency Services	No conflicts or issues

STAFF RECOMMENDATIONS

CORRECTIONS / EDITS

Carry forward plat notes 4, 5, 7 & 9 from the parent plat KN80-38

In the legend, revise the line label of 'Former lot/easement line' to "Former Anchor Easement" as per KN80-38. The hatching label needs changed to anchor easement instead of utility easement in the legend.

PLAT NOTES TO ADD

Add a plat note that the utility easement shown 'vacated this plat' were granted approval for vacation at the Planning Commission meeting of September 8, 2025.

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:

Modify the KPB File No to 2025-120

Change the recording district to Kenai.

G. The status of adjacent lands within 100 feet of the proposed subdivision boundary or the land status across from any dedicated rights-of-way that adjoin the propose subdivision boundary, including names of subdivisions, lot lines, block numbers, lot numbers, rights-of-way; or an indication that the adjacent land is not subdivided:

Staff recommendation:

Tract E needs Block 5 added and needs depicted lower on the drawing.

Block 4 needs added to the two parcels north and south.

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:

Majority of plat is located in *Discharge Slope* and a small portion in the west edge is in *Depression*. These areas should be noted and rather than hatching, a line showing the division should be added.

J. Block and lot numbering per KPB 20.60.140, approximate dimensions and total numbers of proposed lots; **Staff recommendation:**

Block 4 needs added to the parcel.label

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.

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.

20.40.010 Wastewater disposal.

Platting Staff Comments:

Staff recommendation: comply with 20.40.

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.

EXCEPTIONS REQUESTED:

A. KPB 20.30.120 Street Width Requirements

Page 4 of 6

Surveyor's Discussion:

The petitioner requests an exception to KPB 20.30.120 to allow Pavlof Drive to remain a 50 – foot right-of-way without dedicating an additional 10 feet

The Surveyor/Applicant has submitted the following proposed Findings in support of the exception request.

- 1. Pavlof Drive was originally dedicated as a 50-foot right-of-way on Plat 80-38 and accepted by the Borough as adequate at the time.
- 2. Pavlof Drive is currently undeveloped and is unlikely to be constructed to Borough standards or accepted into the Borough road maintenance program.
- 3. The topography along Pavlof Drive includes steep slopes and challenging terrain, which makes roadway expansion and additional dedication impractical without significant site disturbance.
- 4. The proposed parcel is limited in usable area due to terrain; dedicating an additional 10 feet would further reduce the building space and negatively impact reasonable lot development.
- 5. The existing 50-foot right-of-way is adequate for the current and anticipated traffic volume for this area, as there are a limited number of parcels served by Pavlof Drive.
- 6. Adjacent parcels along the north side of Pavlof Drive are unlikely to be further subdivided; therefore, future dedication of additional right-of-way from these parcels is improbable.
- 7. If Block 5 of Plat 80-38 is subdivided in the future, it could dedicate additional right-of-way to meet Borough standards if necessary.
- 8. No immediate Borough transportation plans indicate a need for a wider corridor in this location and the current dedication is sufficient for local access purposes.

Staff Discussion:

20.30.120. - Streets-Width requirements.

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

B. Additional right-of-way or easement width may be required to provide for the construction of side slopes or to otherwise accommodate right-of-way construction standards set forth in KPB Title 14.

Findings.

9. Highland Bluff Subdivision KN 80-38 reserved in the plat notes a slope easement along Pavlof Drive that is to be carried forward to this plat.

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 KPB Title 20, the Committee may authorize exceptions to any of the requirements set forth in KPB Title 20. A request for an exception shall be in writing and presented to 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 **Findings 3-5 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 1, 2, 5 & 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 4 & 8 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.

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: KPB 20.25.120. - REVIEW AND APPEAL.

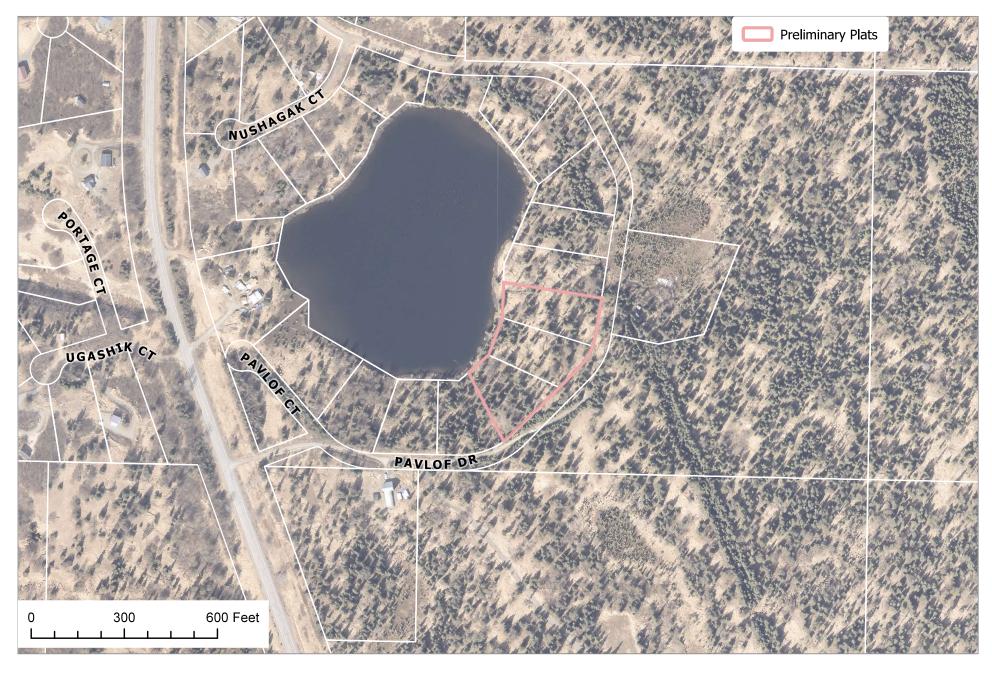
IN ACCORDANCE WITH KPB 2.40.080, ANY PERSON, AGENCY, OR CITY THAT PARTICIPATED AT THE PLAT COMMITTEE HEARING, EITHER BY WRITTEN OR ORAL PRESENTATION, MAY REQUEST THAT A DECISION OF THE PLAT COMMITTEE BE REVIEWED BY THE PLANNING COMMISSION BY FILING A WRITTEN REQUEST WITHIN 15 DAYS OF DATE OF DISTRIBUTION OF THE DECISION.

A DECISION OF THE PLAT 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











Wetlands

