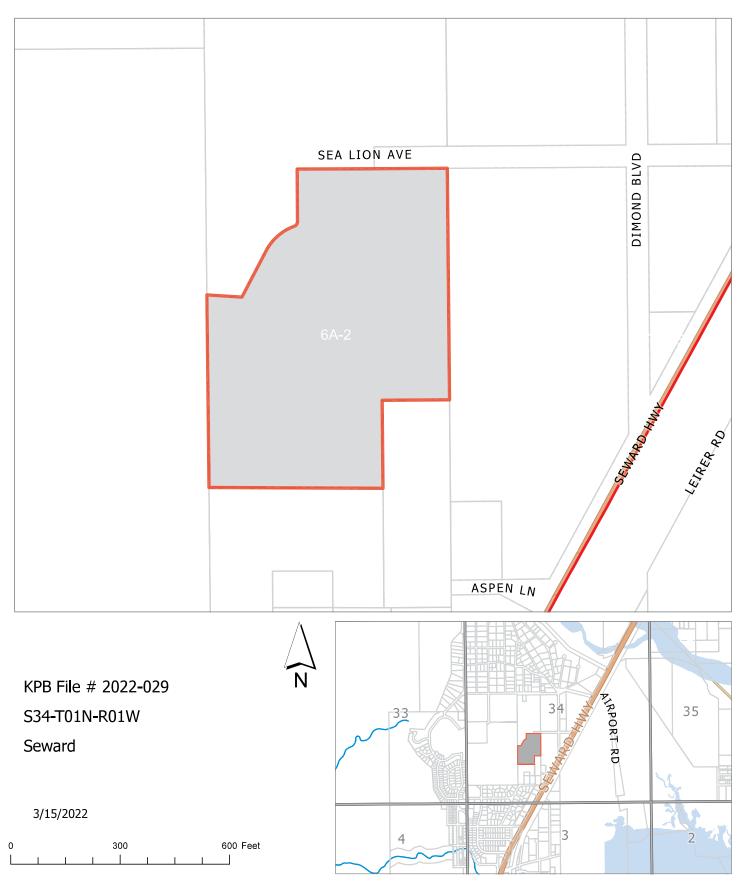
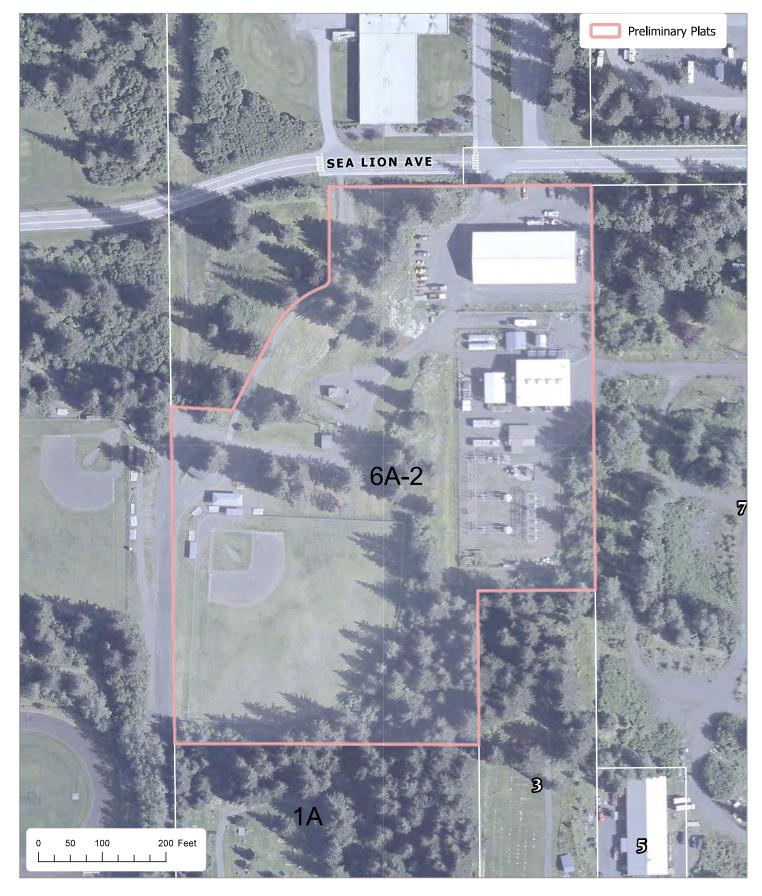
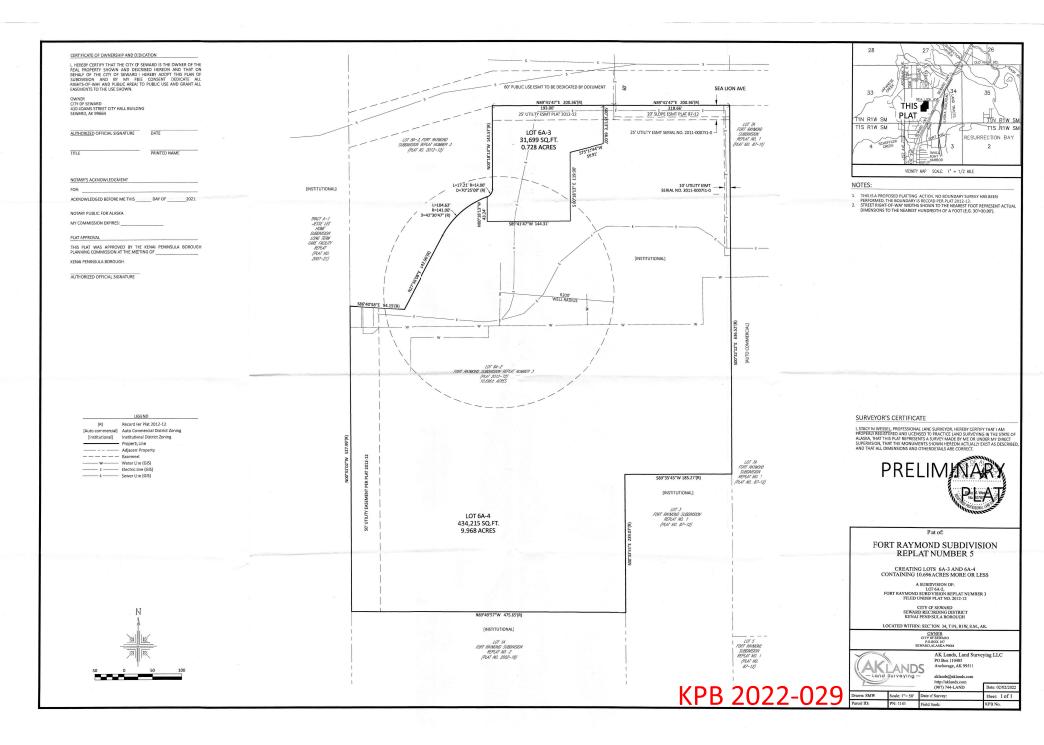
E. NEW BUISNESS

ITEM E5 – FORT RAYMOND SUBDIVISION REPLAT NUMBER 5







AGENDA ITEM E. NEW BUSINESS

ITEM 5 - FORT RAYMOND SUBDIVISION REPLAT NUMBER 5

KPB File No.	2022-029
Plat Committee Meeting:	April 11, 2022
Applicant / Owner:	City of Seward, Alaska
Surveyor:	Stacy Wessel / AK Lands Land Surveying
General Location:	Sea Lion Avenue, City of Seward

Parent Parcel No.:	145-026-23
Legal Description: 6A-2 Fort Raymond Subdivision Replat Number 3, Plat SW 2012-12	
Assessing Use:	Institutional
Zoning:	Institutional
Water / Wastewater	Municipal

STAFF REPORT

<u>Specific Request / Scope of Subdivision:</u> The proposed plat will subdivide a 10.7 acre parcel into two lots that will be .73 acres and 9.97 acres. This is City of Seward property with the intent of constructing a new animal shelter on proposed Lot 6A-3.

Location and Legal Access (existing and proposed): The proposed plat is located within the City of Seward just north of mile 2 of the Seward Highway. Sea Lion Avenue and Dimond Boulevard provide the dedicated access to the Highway. The parent lot has access from dedicated Sea Lion Avenue. The 60 foot right of way is only dedicated from the Seward Highway to approximately the middle of the parent lot. Sea Lion Avenue construction continues and connects to Swetmann Avenue that continues to Resurrection Boulevard that connects to the Seward Highway south of mile 2. The western portion of Sea Lion Avenue and Swetmann Avenue are not dedicated right of ways. They continue through borough properties and provide access to Seward Elementary, Seward Middle School, Seward High School and associated sports fields.

Lot 6A-4 will continue to have access from dedicated right of way Sea Lion Avenue. The City of Seward and the surveyor are working with Kenai Peninsula Borough Land Management to receive a public access easement to provide access to Lot 6A-3. Exceptions have been requested.

A slope easement is depicted and noted on the plat. The plat being citied is SW 87-12. Staff believes the easement first appeared on Plat SW 86-10. **Staff recommends** the creation of the easement be verified and update the plat note accordingly.

The block is not compliant. The lack of dedication currently over the portions of Sea Lion Avenue and Swetmann Avenue does not provide a closed block. Taking those right of ways into consideration even though not dedicated does provide a closed block that does not comply with length requirements. The intent of this subdivision is provide a lot for an animal shelter. City facilities are already present on portions of the lot as well as a ball field. **Staff recommends** the plat committee concur that an exception or dedication is not required; a dedication will not improve the block due to existing public facilities and the design of the area.

City of Seward Fire Chief had no comment on the proposed plat.

KPB Roads Dept. comments	Out of Jurisdiction: Yes
	Roads Director: Uhlin, Dil
	Comments: RSA has no objection at this time
SOA DOT comments	No comment

<u>Site Investigation:</u> Per KPB GIS data, there are no low wet areas within the subdivision boundary of the property within close proximity. The terrain is also relatively flat with some slight slopes.

The KPB Floodplain review stated no comment and within the City of Homer. Staff has requested a revision that was not received when the staff report was prepared. If any additional information is presented to staff, it will be addressed during the staff report presentation. Platting staff did look at the KPB GIS data for the area and it appears the subdivision is not within a floodway. It is within the Floodplain Zone X, which is minimal flood risk and shown as not regulatory. Unless advised otherwise there will be no required floodplain or floodway notes.

KPB River Center review	A. Floodplain Reviewer: Carver, Nancy Floodplain Status: Within City of Homer 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	C. State Parks Reviewer: Russell, Pam Comments: No Comments No objections

<u>Staff Analysis</u> The land within the proposed subdivision was originally part of a U.S. Survey. It has since been surveyed multiple times with slight adjustments through the years.

Fort Raymond Subdivision, Plat SW 86-10, was the first of the subdivisions. Followed by Fort Raymond Subdivision Replat No. 1, Plat SW 87-12, Fort Raymond Subdivision Replat Number 2, Plat SW 2002-18, and finally the current configuration by Fort Raymond Subdivision Replat Number 3, Plat SW 2012-12.

There are multiple improvements located on the parent plat. The City of Seward staff report stated the current lots are used by the City of Seward Electric Department for the electric warehouse and Fort Raymond Substation. The Parks and Recreation department maintains a ball field on the property. There are multiple utility easements and Municipal Wells and their associated easements located on the property.

The City of Seward heard the plat at their March 1, 2022 Planning and Zoning meeting. The recommendations within their staff report were the following.

- 1. To comply with access requirements, a 60' public use easement (PUE) needs to be dedicated by document on KPB owned Lot 8A-3 in order to provide access to Lot 6A3-3.
- 2. Add a second 200' Well Radius for a public water well protection area located on Lot 6A-4 in accordance with Public Work Director's comments.

The City of Seward Public Work Director made comments of concern regarding the location of the southern property line of Lot 6A-3. Staff would like to note that the City would have to approve the final design, as it is their plat. If small line adjustments are made that still comply with KPB Code, the plat will not have to return to the Plat Committee.

A soils report will not be required as city services are available. An installation agreement of documentation that one is not required will need to be submitted. Provide the appropriate notes regarding provided services and wastewater disposal.

Per the preliminary Certificate to Plat, beneficial interest holders do not affect the proposed plat. Notification per KPB 20.25.090 will not be required unless the final Certificate to Plat states the property is affected by beneficial interest holders.

<u>Utility Easements</u> Fort Raymond Subdivision, Plat SW 86-10, depicted the slope easement along Sea Lion Avenue. Additional well easements were depicted on the plat. Forty Raymond Subdivision Replat No. 1, Plat SW 87-12, carried over the slope easement and the well easements. Fort Raymond Subdivision Replat No. 2, Plat SW 2002-18, carried over the same easements. A 25 foot wide utility easement was granted by recorded document along the Sea Lion Avenue dedication. Fort Raymond Subdivision Replat Number 3, Plat SW 2012-12, noted the recorded easement and granted an additional 25 foot easement along the non-dedicated portion of Sea Lion Avenue. A 50 foot utility easement was also granted along the western boundary. The plat carried over the original well easements and the slope easement. It also vacated a well easement located within the eastern portion of the lot.

The proposed plat is carrying over the previously granted easements with labels indicating the creation. The original creation of the slope easement should be verified as it was depicted on Plat SW 86-10.

The Public Works department for the City of Seward is requesting an additional well easement be depicted. If this easement was not previously granted it should be noted that it is being granted by this plat. **Staff recommends** the surveyor work with the City of Seward Public Works Department to correctly depict and label the wells and easements associated with each.

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.

Utility provider review:

HEA	Not within service area
ENSTAR	No comment
ACS	Not ACS service area
GCI	Approved as shown
SEWARD ELECTRIC	Comment not received when staff report was prepared.
CHUGACH ELECTRIC	No comment. Not located within our service area.
TELALASKA	Comment not received when staff report was prepared.

KPB department / agency review:

IN B acpartment, agency review.	
Addressing	Reviewer: Haws, Derek
	Affected Addresses:
	605 SEA LION AVE
	Existing Street Names are Correct: Yes
	List of Correct Street Names:
	SEA LION AVE
	Existing Street Name Corrections Needed:
	All New Street Names are Approved: No
	List of Approved Street Names:
	List of Street Names Denied:
	Comments: The city of Seward will advise on affected address.
Codo Complianos	
Code Compliance	Reviewer: Ogren, Eric
	Comments: No comments

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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. Review Not Required
Assessing	Reviewer: Wilcox, Adeena
	Comments: No Comment

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

STAFF RECOMMENDATIONS

CORRECTIONS / EDITS

Verify the scale for the final.

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.

- 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:** As only a portion of Sea Lion Avenue is dedicated, provide a label to indicate it is a "Dedicated Right of Way" to clarify that portion versus the portion that will be a public access easement.
- 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:** Not required but some of the right of way names may be removed to help unclutter the vicinity map. Just use major right of ways and those adjacent to the plat. Verify the scale.
- 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:** Lot 3 and Lot 5 located to the southeast are from Fort Raymond Subdivision Plat SW 87-12. Update the labels. The zoning and land use is helpful during the preliminary phase but remove from the final. An abbreviated plat has been submitted to the Planning Department for Lot 7A lying east of this subdivision. Verify before mylar the status of the property and determine if new labels or depiction of lots is required.
- N. Apparent encroachments, with a statement indicating how the encroachments will be resolved prior to final plat approval;
 - **Staff recommendation:** A fence is encroaching that surrounds some utility features. The utilities are within the easement but the fence is slightly outside. The City of Seward owns all the lots involved and may resolve the issue in the future. Provide an encroachment note.

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.

20.30.270. Different standards in cities. Where cities have enacted by ordinance different subdivision design standards than those set forth in this chapter, the planning commission shall apply the city standards in lieu of those set forth in this chapter. Any appeal of a city design standard is subject to KPB 21.01.020(E).

Staff recommendation: The City of Seward does not meet the specified requirements for the application and consideration of different standards.

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: City water and wastewater disposal are available. No soils report required. **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.

20.60.080. Improvements-Installation agreement required. A final plat of a subdivision located within city limits shall not be recorded with the district recorder prior to compliance with any city ordinances concerning the installation of improvements. Evidence of compliance shall be provided by the subdivider in the form of a written statement from the appropriate city official that improvements required by city ordinance are or will be installed. Evidence of compliance shall be a part of the final plat submission and the time for action required by KPB 20.60.210 shall not commence until evidence of compliance is submitted.

Staff recommendation: Staff did not indicate if an installation agreement was required. Provide an installation agreement or documentation from the City of Seward if one is not required.

20.60.170. Other data required by law.

- A. The plat shall show all other data that are or may be required on the plat by statute or ordinance.
- B. Private covenants and restrictions of record in effect at the time the final plat is approved shall be referenced on the plat. The borough will not enforce private covenants, easements, or deed restrictions. The borough will not enforce private covenants, easements, or deed restrictions.
- C. The plat must adhere to the requirement of the local option zone, where applicable. **Staff recommendation**: Per the Certificate to Plat some deed restrictions are present that should be noted on the plat. Comply with 20.60.170.

20.60.180. Plat notes.

- A. Plat notes shall not be placed on a final plat unless required by borough code or by the planning commission in order to promote or protect the public health, safety, and welfare consistent with borough and state law.
- B. Revision of, or not carrying forward, an existing plat note from the parent plat will adhere to KPB 20.50.010. Separate advertising of the plat note removal is not required, Notification of the requested change will be sent by regular mail to all owners within the subdivision (parent plat and subsequent replats) as shown on the borough tax rolls. Upon approval by the planning commission, the revision or removal of the record plat note shall be finalized by recording a planning commission resolution or subdivision plat. **Staff recommendation:** Place the following notes on the plat.
 - Covenant and Reverter Clause as defined within deed recorded on March 2, 1967 in Book 31D Page 5, Seward Recording District.
 - Covenants that affects a portion as defined within deed recorded on June 15, 1998 in Book 51 Page 342, Seward Recording District.

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- The borough will not enforce private covenants, easements, or deed restrictions per KPB 20.60.170.
- This subdivision is subject to the City of Seward's Zoning and Land Use Regulations.
- No permanent structure may be constructed or placed within a utility easement that would interfere with the ability of a utility to use the easement.
- Lots are serviced by City of Seward water and wastewater disposal.
- Acceptance of this plat by the Kenai Peninsula Borough does not indicate acceptance of any encroachments.
- Add a plat note for any exceptions granted.
- WASTEWATER DISPOSAL: Plans for wastewater disposal, that meets regulatory requirements are on file at the Department of Environmental Conservation.

20.60.190. Certificates, statements, and signatures required.

Staff recommendation: If any new utility or well easements are required by the City of Seward, an acceptance must be present to be signed by the City of Seward. Comply with 20.60.190.

EXCEPTIONS REQUESTED:

KPB 20.30.030 - Proposed street layout-Requirements and KPB 20.30.210 - Lots-Access to street

<u>Surveyor's Discussion:</u> Sea Lion Avenue is developed paved street that is used by the public to access Lot 6A-2, Fort Raymond Subdivision Replat Number 3. Only a portion of Sea Lion Avenue is a 60' dedicated right-of-way. To comply with KPB Code, proposed Lot 6A-3 will be accessed by a 60' Public Use Easement dedicated by document. Proposed Lot 6A-4 legal access will remain through Sea Lion Avenue. Granting the exception to KPB code will provide the City of Seward with a new lot for the new Animal Shelter.

<u>Staff Discussion:</u> Sea Lion Avenue is a 60 foot wide dedication that is approximately 1,085 feet long. The constructed portion continues west to provide access to the Seward schools and their associated sports fields. The property containing the schools and the continued access is all under the ownership of the Kenai Peninsula Borough. The surveyor reached out to staff on the options for resolving the issue. One proposal was to provide a dedication by including the borough property within the subdivision. The other was to have the Kenai Peninsula Borough issue a public access easement. The surveyor reached out the Land Management Officer, Marcus Mueller, who said they would agree to issue the easement.

Staff has combined the requested exceptions as they appear to be connected. The Plat Committee may determine that the exceptions need to be heard separately and may make separate motions.

Denial of the exception will require a redesign that provides legal access or to work with neighboring property owners for dedication.

Findings:

- 1. KPB Code 20.30.030 requires dedication to provide proper projection of right of ways and reasonable means of ingress for surrounding acreage.
- 2. KPB Code 20.30.210 states each lot shall abut a fee simple dedicated right of way as provided in KPB 20.30.030.
- 3. Sea Lion Avenue is a 60 foot wide, paved right of way.
- 4. The dedication ends short of the proposed Lot 6A-3.
- 5. The construction of Sea Lion Avenue continues past this subdivision to provide access to schools and other public facilities.
- 6. Sea Lion Avenue continues to Swetmann Avenue, another constructed but not dedicated travelway.
- 7. Sea Lion Avenue and Swetmann Avenue provide a closed block and connect to Resurrection Boulevard.
- 8. Sea Lion Avenue goes through a 17.6 acre lot that contains the Elementary School and is owned by the Kenai Peninsula Borough.
- 9. Sea Lion Avenue and Swetmann Avenue continue through a 51.8 acre lot owned by the Kenai Peninsula

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- Borough that contains the Middle School and High School, along with track and ball field.
- 10. The Kenai Peninsula Borough agrees to grant a public access easement to provide access to the new lot.
- 11. If the KPB lots are subdivided or surveyed in the future, a request for dedications or additional access easements can be required.

Staff reviewed the exception request and recommends granting approval **subject to** a 60 foot public access easement being recorded prior to finalization and the document being noted and depicted on the plat.

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 commission (committee) may authorize exceptions to any of the requirements set forth in this title. Application for an exception shall present the commission (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 commission (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 4-11 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 4-11 appear to support this standard.
- 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 4-11 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: 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

Aerial

Kenai Peninsula Borough Planning Department

4/2/2022







P&Z Resolution 2022-003

Documents:

- Agenda Statement
- Resolution 2022-003
- Attachments:
 - Application
 - Preliminary Replat
 - Staff Comments

P&Z Agenda Statement

Meeting Date: March 1, 2022

Through: Jason Bickling, Community Development Director

From: Courtney Bringhurst, Planner

Agenda Item: Recommending City Council and Kenai Peninsula Borough Approval

Of The Preliminary Replat Of Lot 6A-2, Fort Raymond Subdivision

Replat No. 3, Creating Two Lots; Lot 6A-3 and Lot 6A-4.

BACKGROUND & JUSTIFICATION:

Attached for the Commission's review and recommendation to the City Council and the Kenai Peninsula Borough Planning Commission is a preliminary plat submitted by AK Lands, Land Surveying, LLC. on behalf of the City of Seward. This platting action creates two new parcels, Lot 6A-3 and Lot 6A-4 by subdividing Lot 6A-2 Fort Raymond Subdivision Replat No. 3 (Plat 2012-12, Parcel ID 14502623), located at 605 Sea Lion Ave in Seward.

The City of Seward is proposing the subdivision to create Lot 6A-3 which will be used for a new Animal Shelter. The City of Seward will retain ownership of Lots 6A-3 and 6A-4. Lot 6A-4, which will be the remainder of former Lot 6A-2, will continue its current uses of maintenance equipment storage, electric utility warehouse, the Fort Raymond Substation, and recreational ball field facilities. In November of 2021, the Seward Planning & Zoning Commission approved Conditional Use Permit No. 2021-03 allowing the construction of the proposed Animal Shelter.

Sea Lion Ave. provides primary access to Lot 6A-2 and will continue to do so for Lot 6A-4. However, dedicated right-of-way (ROW) for Sea Lion Ave. ends east of proposed Lot 6A-3. To obtain primary access for Lot 6A-3, a 60' public use easement (PUE) on the adjacent property to the north is proposed to be dedicated by document. The Kenai Peninsula Borough owns Lot 8A-3 adjacent to the north (Parcel ID 14502624, site address 600 Sea Lion Ave) and has expressed agreement to dedication of the PUE.

An exception to KPB Code, sections 20.30.030 and 20.30.210 are requested:

- Exception to KBP Code 20.30.030 Proposed Street Layout:
 - A. The streets provided on the plat must provide fee simple right-of-way dedications to the appropriate governmental entity. These dedications must provide for the continuation or appropriate projection of all streets in surrounding areas and provide reasonable means of ingress for surrounding acreage tracts. Adequate and safe access for emergency and service vehicle traffic shall be considered in street layout.
- Exception to KBP Code 20.30.210 Lots- Access to Street: Each lot shall abut a fee simple dedicated street except as provided by KPB 20.30.030(B).

The exception requested is warranted based on the following:

- Sea Lion Ave is a develop paved street used by the public to access Lot 6A-2, Lot 8A-3 (used for Seward Elementary School) and Tract adjacent to the west (used for Seward High School and Seward Middle School), and connects to the dedication ROW of Swetman St. to the southwest.
- Only a portion of Sea Lion Ave is dedicated ROW despite its use as primary access to public facilities.
- To comply with access requirements, proposed Lot 6A-3 will be accessed by a 60' PUE on KPB owned Lot 8A-3. The PUE will be dedicated by document.

There is a small portion of an existing fence that encloses utilities on the east side of Lot 6A-2 (proposed Lot 6A-2) that encroaches 3 feet into adjacent Lot 7A Fort Raymond Subdivision replat No. 1, owned by the City of Seward. The encroachment appears to be within a 10' utility easement and serves to protect a power pole, transformers and appurtenances.

In accordance with Borough requirements, the City must review and comment on a plat before submittal to the Borough for approval.

SUBDIVISION REVIEW:

Zoning: The property is zoned Institutional.

<u>Size:</u> The existing Lot 6A-2 is 10.7 acres. The replatted Lot 6A-3 would be 0.728 acres, and Lot 6A-4 would be 9.968 acres.

<u>Utilities</u>: Lot 6A-2 is currently served by City water, sewer, electricity, and fire hydrants. All utility lines are underground. There are existing easements on the proposed Lot 6A-3 and 6A-4. There is a 200' well radius on site. No new, on-site streets will be dedicated per this plat, and adjacent streets are already developed.

Existing Use: The existing Lot 6A-2 is used by the City of Seward Electric Department for the electric warehouse and Ft. Raymond Substation. Parks and Recreation maintains a recreational ball field on the property, and there are multiple utility easements, including a 200' radius well easement around Municipal Well #4.

<u>Access:</u> Lot 6A-4 will retain primary access off Sea Lion Ave. Lot 6A-3 will have primary access via the proposed 60' public use easement to be dedicated by document on Lot 8A-3, Fort Raymond Subdivision Replat No. 3, which the Kenai Peninsula Borough has expressed support for.

Flood Zone: Lot 6A-2, Fort Raymond Subdivision Replat No. 3 is not in a flood zone.

Staff Comments:

Department	Comments	No Comment	N/A
Building Department		X	
Fire Department		X	
Public Works Department	The Municipal drinking water wells and protection are very important to the City as we continue to provide clean drinking water to the community. There is concern about the proposed Lot 6A-3 line moving further south into the "Public Water Well Protection Area", as the planned project limits were further north, but support the animal shelter project. The other well on Lot 6A-2 needs the protection area added to the Plat		
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 presented as a lay down item at the Commission meeting.

RECOMMENDATION: Commission approval, with conditions, of Resolution 2022-003, recommending City Council and Kenai Peninsula Borough approval of the Preliminary Replat of Lot 6A-2, Fort Raymond Subdivision Replat No. 3 Creating Two Lots; Lot 6A-3, and Lot 6A-4.

This approval is subject to the petitioner's application, narrative, submittals and the plans on file at the Community Development Department, provided the following conditions of approval are met:

- 1. To comply with access requirements, a 60' public use easement (PUE) needs to be dedicated by document on KPB owned Lot 8A-3 in order to provide access to Lot 6A-3.
- 2. Add a second 200' Well Radius for a public water well protection area located on Lot 6A-4 in accordance with Public Works Director's comments.

Sponsored by: Applicant

CITY OF SEWARD, ALASKA PLANNING AND ZONING COMMISSION RESOLUTION 2022-003

A Resolution Of The Planning And Zoning Commission Of The City Of Seward, Alaska, Recommending City Council and Kenai Peninsula Borough Approval Of The Preliminary Replat Of Lot 6A-2, Fort Raymond Subdivision Replat No. 3, Creating Two Lots; Lot 6A-3 and Lot 6A-4.

WHEREAS, the City of Seward, has submitted a preliminary replat to the Planning and Zoning Commission for review and recommendation to the Kenai Peninsula Borough; and

WHEREAS, this replat creates two new lots, Lot 6A-3 and Lot 6A-4 by subdividing Lot 6A-2, Fort Raymond Subdivision Replat No. 3, also known as 605 Sea Lion Avenue Seward, Alaska; and

WHEREAS, the parcels are zoned Institutional (Ins); and

WHEREAS, the property currently has access to water, sewer, and electric; 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.

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 City Council and Kenai Peninsula Borough approve the submittal of the Preliminary Replat of Lot 6A-2, Fort Raymond Subdivision Replat No. 3, creating two lots; Lot 6A-3 and Lot 6A-4.

PASSED AND APPROVED by the Seward Planning and Zoning Commission this 1^{st} day of March 2022.

	THE CITY OF SEWARD, ALASKA	
	Nathaniel Charbonneau, Presiding Officer	
AYES: NOES: ABSENT:		
ABSTAIN:		
ATTEST:		
Brenda Ballou, MMC City Clerk		
(City Seal)		

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

PRELIMINARY PLAT SUBMITTAL FORM

— − all requirements of chapter 20, excluding 20.30.2	Y PLAT FOR PRIVATE STREETS / GATED SUBDIVISION
· · · · · · · · · · · · · · · · · · ·	10 and 20.50 apply and must be met.
SUBDIVISION PLAT NAME: must be a unique na	ame contact staff for assistance if needed
ort Raymond Subdivision Replat Number	
ROPERTY INFORMATION:	
Lot 6A-2, Fort Raymond S	Subdivision Replat Number 3, Plat No. 2012-12
ection, Township, Range Section 34, T1N, I	R1W, SM, AK
General area description South of Sea Lion	
ity (if applicable) Seward	Total Acreage 10.696
W.D. F.V.	
CORVEYOR Company: AK Lands, Land Surveying	Contact Person: Stacy Wessel
Mailing Address: PO box 110485	City, State, Zip Anchorage, AK
Phone: (907) 744-LAND	e-mail: aklands@aklands.com
Honer (early 1), 1 = 11, 12	e maii. ananao@amanao.com
PROPOSED WASTEWATER AND WATER SUPPLY	
VASTEWATER on site ✓ City community	WATER on site City community
UDIALITAL DECLUDENTALITY	
SUBMITTAL REQUIREMENTS	d for the next available plat committee meeting
after a complete application has been received	
 1 – full size paper copy 	<u>i.</u>
☐ 7 — reduced sized drawing (11 x 17)	
preliminary plat NON-REFUNDABLE submittal	fee \$400
	ted within city limits or Bridge Creek Watershed District
certificate to plat for <u>ALL</u> parcels included in the	
	thority (partnerships, corporations, estates, trusts, etc.)
ALL requirements of KPB 20.25.070 (see page	
EXCEPTIONS REQUESTED TO PLATTING CODE:	A letter, to be presented to the commission, with
substantial evidence justifying the requested ex	
exception request, and the facts relied upon, ML	
1. KPB 20.30.030 2. 20.30.21	
APPLICANT: SIGNATURES OF ALL LEGAL PROPE	ERTY OWNERS ARE REQUIRED. Additional signature
heets can be attached. When signing on behal	If 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.	s show authority of the individual(s) signing.
	o show authority of the individual(s) signing.
OWNER(s)	Signature:
DWNER(s) Name (printed): Alan D. Nickell	Signature:
DWNER(s) Name (printed): Alan D. Nickell	
Name (printed): Alan D. Nickell Phone: (907) 224-3338	Signature: e-mail: anickell@cityofseward.net
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Contact KPB staff for clarification if needed. OWNER(s) Name (printed): Alan D. Nickell Phone: (907) 224-3338 Name (printed): Phone: Name (printed): Phone:	Signature: e-mail: anickell@cityofseward.net Signature: e-mail: Signature:
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E5-19

Kenai Peninsula Borough Code Title 20 Subdivisions

20.25.070 - Form and contents required.

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

A.	Within the title block:		Not applicable to my plat.	The required information has been shown/noted.	
	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;		✓	
	2.	Legal description, location, date, and total area in acres of the proposed subdivision; and		V	
	3.	Name and address of owner(s), as shown on the KPB records and the certificate to plat, and registered land surveyor;		*	
В	North point;			A	
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;			*	
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;			✓	
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;			*	
F.	The names and widths of public streets and alleys and easements, existing and proposed, within the subdivision:			*	
G.	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;			*	
H.	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;		V		
J.	Approximate locations of areas subject to tidal inundation and the mean high water line;		√		
J.		and lot numbering per KPB 20.60.140, approximate nsions and total numbers of proposed lots;		~	
K.	Within the limits of incorporated cities, the approximate location of known existing municipal wastewater and water mains, and other utilities within the subdivision and immediately abutting thereto or a statement from the city indicating which services are currently in place and available to each lot in the subdivision;			1	
L.	unless grade	ours at suitable intervals when any roads are to be dedicated is the planning director or commission finds evidence that road is will not exceed 6 percent on arterial streets, and 10 percent her streets;	*		
M.	conto	eximate locations of slopes over 20 percent in grade and if urs are shown, the areas of the contours that exceed 20 nt grade shall be clearly labeled as such;	*		
N.		rent encroachments, with a statement indicating how the achments will be resolved prior to final plat approval; and		~	
0.	throug	subdivision will be finalized in phases, all dedications for gh streets as required by KPB 20.30.030 must be included in st phase.		-	

Subdivision Name: Date





February 3, 2022

Kenai Peninsula Borough Planning Commission 144 N. Binkley St. Soldotna, AK 99669

Subject: Preliminary Plat-Fort Raymond Subdivision, Seward, Alaska

Greetings Commission Members of the Kenai Peninsula Borough,

The City of Seward is creating two new parcels, Lot 6A-3 and Lot 6A-4, by subdividing Lot 6A-2, Fort Raymond Subdivision Replat Number 3, Plat 2012-12, also known as 605 Sea Lion Ave. in Seward, Alaska. Proposed Lot 6A-3 will be used for a new Animal Shelter. Lot 6A-4 will be the remainder of former Lot 6A-2. To grant the subdivision, the City of Seward is requesting an exception to KPB Platting Code 20.30.030 and KPB 20.30.210.

Exception to KPB Platting code 20.30.030

Sea lion Avenue is a developed paved street, that is used by the public to access Lot 6A-2, Fort Raymond Subdivision Replat Number 3. Only a portion of Sea Lion Ave. is a 60' dedicated right-of-way. To comply with KPB Code, proposed Lot 6A-3 will be accessed by a 60' Public Use Easement dedicated by document. Proposed Lot 6A-4 legal access will remain through Lot Sea Lion Ave.

Fence Encroachment

A very small portion of a fence that surrounds a power pole and utilities encroaches 3 feet onto Lot 7A, Fort Raymond Subdivision No 1. The City of Seward owns both Lots. The fence is there to protect a power pole, transformers, and appurtenances. The utilities appear to be within the 10' Utility Easement Serial No. 2011-000791-0.

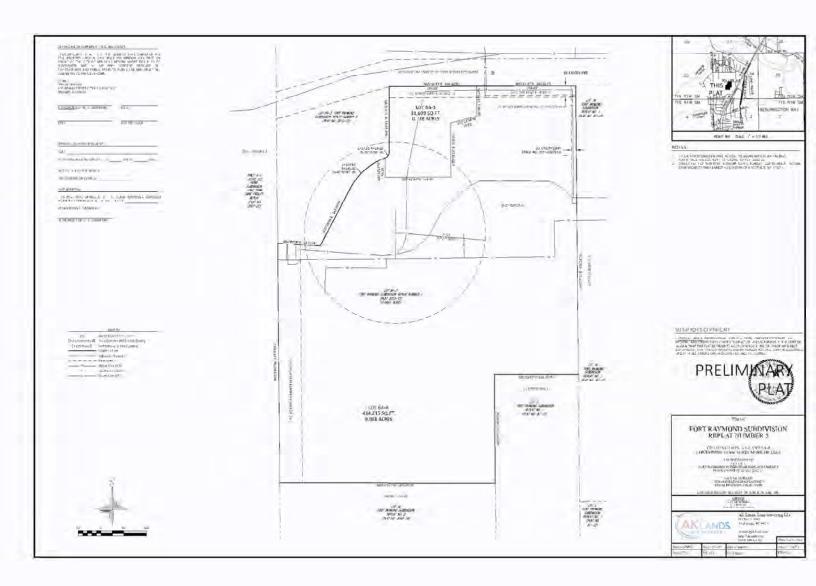
Granting the exception to KPB code will provide the City of Seward with a new lot for the new Animal Shelter.

If you have any questions, feel free to call or email.

Sincerely,

AK Lands, Land Surveying, LLC by

Stacy Wessel, PLS





AFFIDAVIT OF POSTING

PUBLIC HEARING NOTICE

I, <u>JASON BICKLING</u> , hereby certify that I have posted a
Notice of Public Hearing, as prescribed by Seward City Code
15.01.040/16.01.015 on the property located at Lot 6A-2, Fort Raymond
Subdivision Replat No. 3, Plat No. 2012-02, Located at 601 Sea Lion
Avenue, that has petitioned for a Public Hearing for a Preliminary Replat of Lo
6A-2, Fort Raymond Subdivision Replat No. 3, Plat No. 2012-02 Creating Two
Lots; Lot 6A-3 and Lot 6A-4.
The notice was posted on FEBRUARY 17 , which is 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 17 day of FEBRUARY, 2022.
IMI.
Signature
Signature

CITY OF SEWARD, ALASKA AFFIDAVIT OF MAILING PUBLIC HEARING NOTICE



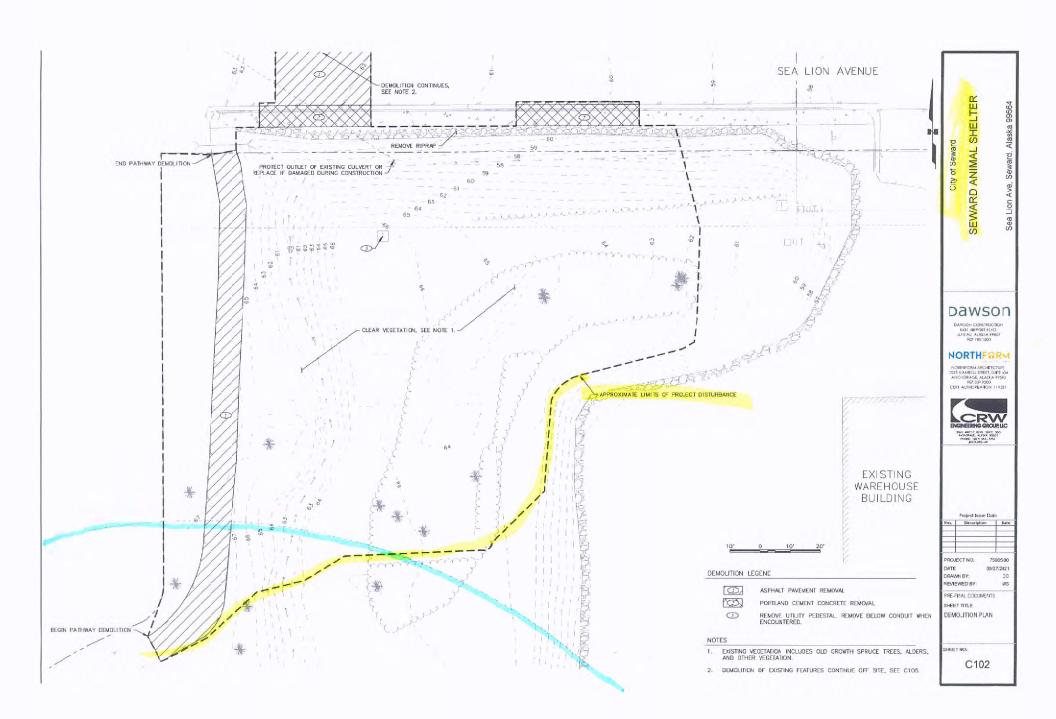
That she is employed in the Community Development Office of the City of Seward, Alaska; and that on February 15, 2022 she mailed a Notice of Public Hearing to the real property owners within a 300-foot periphery of Lot 6A-2, Fort Raymond Subdivision Replat No.3, Plat No. 2012-02, Located at 601 Sea Lion Avenue as prescribed by Seward City Code 15.01.040/16.01.015.

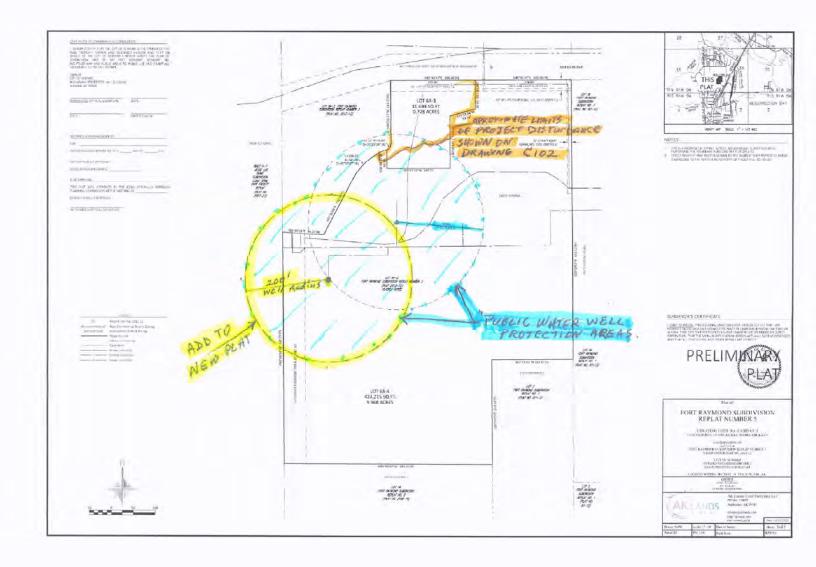
Affirmed and signed this 15 day of Flowary 2022.

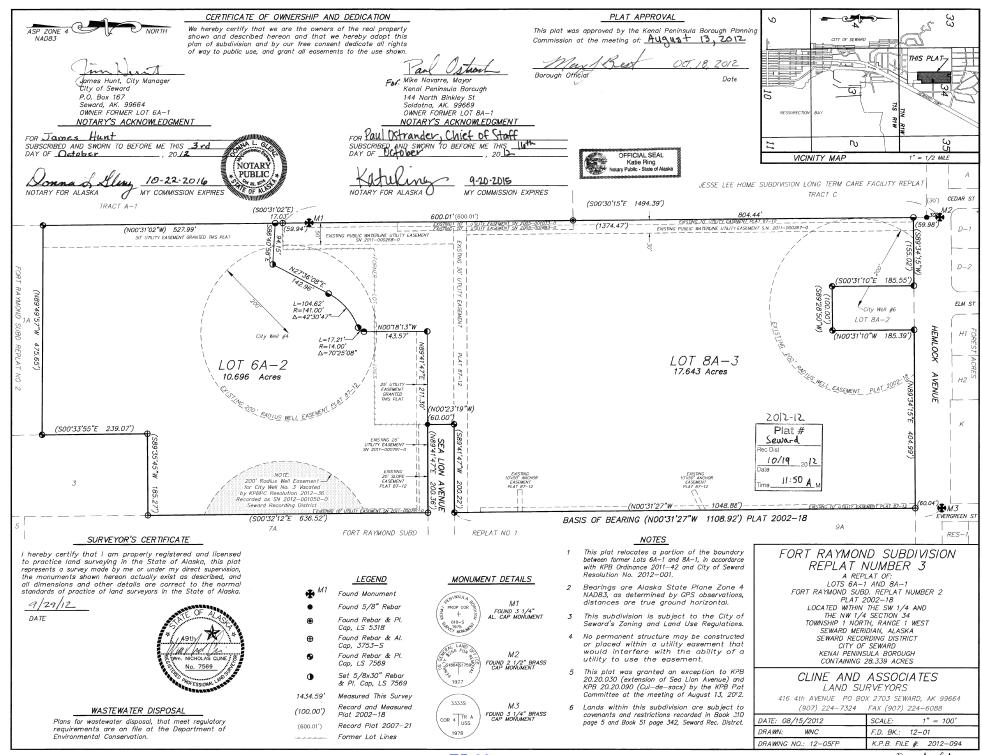
E5-24

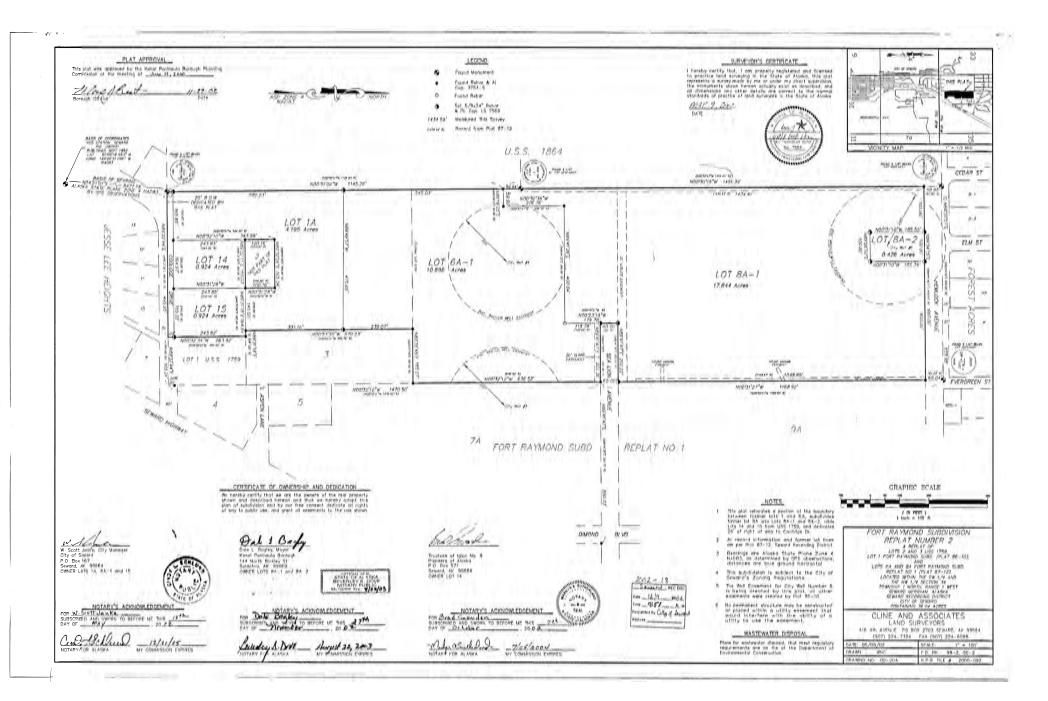
MEMORANDUM

DATE:	February 10, 2022
TO:	Rob Montgomery, Electric Utility Manager Patrick Domitrovich, Electric Utility Operations Sup Alan Nickell, Police Chief Clinton Crites, Fire Chief Nate Crossley, Building Inspector Doug Schoessler, Public Works Director Norm Regis, Harbormaster Mark Groeschel, TelAlaska Bradley Beck / Von Terry, GCI Cable
FROM:	Courtney Bringhurst, Planner
SUBJ:	Lot 6A-2, Fort Raymond Subdivision Replat Number 3, Plat No, 2021-12
Plat application Subdivision R ownership of the	ward and their representative, AK Lands, Land Surveying, LLC, has submitted a Preliminary in to the City of Seward Planning and Zoning Commission to replat Lot 6A-2, Fort Raymond eplat No. 3 creating two Lots: Lot 6A-3 and Lot 6A-4. The City of Seward will retain the proposed lots; Lot 6A-3 will be used for a new Animal Shelter. Preliminary Replat application has been sent to you via email so that you can view the details.
	e receiving a hard copy of this memo. Please print your comments clearly—I have aff review in a word document if you would prefer to type your comments in.
signed copy v	be heard before Planning and Zoning on March 1st, 2021. <u>Please review and return a with comments of the attached memo by Thursday, February 18, 2022</u> so that your new included in the staff report.
☐ I Have No	Comments
comments:	nments On this Case (attach eet if needed) If still have concerns of the new animal of property Line moving further south into ublic water well Protection Area". The ublic water well Protection Area". The ed project Limits were further north, see attached of the protection area of the this new plat.
added	see attached 2 drawings









2002-18 SEWARD



KENAI PENINSULA BOROUGH

144 N. BINKLEY · SOLDOTNA, ALASKA · 99669-7599 (907) 262-4441

> DALE BAGLEY MAYOR

CERTIFICATE OF TAX DEPARTMENT

I, Rhonda K. Krohn, Property Tax and Collections Supervisor for the Kenai Peninsula Borough, do hereby certify that all real property taxes levied by the Kenai Peninsula Borough through December 31, 2001 have been paid for the area(s) described as:

Subdivision: FORT RAYMOND SUBDIVISION REPLAT NO 2

Parcel # 14502605-0

TOIN ROLW S34 SW0870012 FORT RAYMOND SUB REPLAT NO 1 Lot 8A

Parcel # 14502606-8

TOIN ROIW S34 SW0870012 FORT RAYMOND SUB REPLAT NO 1 Lot 6A

Parcel # 14502612-6

TOIN ROIW S34 SW0000000 US SURVEY 1759 Lot 1

Parcel # 14502613-4

TOIN ROIW S34 SW0000000 US SURVEY 1759 Lot 2

Parcel # 14502614-2

TOIN ROIW S34 SW0000000 US SURVEY 1759 Lot 3

Parcel # 14502616-7

T01N R01W S34 SW0860010 FORT RAYMOND SUB Lot 1

Effective January 1, 2002 the 2002 estimated taxes of were paid on the above property(s). However, if the estimated taxes are less than the actual taxes levied on July 1, 2002, the difference is a lien against the property(s) until paid. were less

Witness my hand and seal this 26th day of April, 2002.

Rhonda K. Krohn Property Tax and Collections Supervisor

KNIN

54) 87-12

