

CALL TO ORDER

Session 25-15, a Regular Meeting of the Planning Commission was called to order by Chair Scott Smith at 6:30 p.m. on September 3rd, 2025 in the Cowles Council Chambers in City Hall, located at 491 E. Pioneer Avenue, Homer, Alaska, and via Zoom Webinar.

PRESENT: COMMISSIONERS BARNWELL, SCHNEIDER, S. SMITH, WALKER, HARNESS, H. SMITH, & VENUTI

STAFF: CITY PLANNER FOSTER, PUBLIC WORKS DIRECTOR KORT & DEPUTY CITY CLERK PETTIT

AGENDA APPROVAL

Chair S. Smith read the supplemental items into the record. He then requested a motion and second to approve the agenda as amended.

SCHNEIDER/HARNESS MOVED TO ADOPT THE AGENDA AS AMENDED.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA

RECONSIDERATION

CONSENT AGENDA

A. Unapproved Regular Meeting Minutes of August 20, 2025

HARNESS/BARNWELL MOVED TO ADOPT THE CONSENT AGENDA AS READ.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

PRESENTATIONS/VISITORS

REPORTS

A. City Planner's Report, Staff Report 25-41

City Planner Foster provided a summary of his staff report in the packet, noting the following:

- Title 21 Zoning Code Rewrite Update
- Next Regular Meeting is scheduled for Wednesday, September 17, 2025.
- Next Commissioner report to Council on September 8, 2025 (**Commissioner Barnwell**).

PUBLIC HEARINGS

PLAT CONSIDERATION

A. BARNETT LOT 1-A 2025 RESUB, Staff Report 25-42

Chair S. Smith introduced the item by reading of the title and deferred to City Planner Foster, who provided a summary review of his report included in the packet.

Chair S. Smith opened the floor for the Applicant, but no one came forward to speak.

Chair S. Smith then opened the public comment period. With no one coming forward to comment, Chair S. Smith closed the public comment period.

Chair S. Smith then opened the floor to questions and comments from the Commission.

Discussion topics included character of the neighborhood, time at which the subdivision was originally platted, water and sewer infrastructure and availability, and driveways and legal access to the property.

SCHNEIDER/H. SMITH MOVED TO ADOPT STAFF REPORT 25-42 AND RECOMMEND APPROVAL OF THE PRELIMINARY PLAT, WITH THE FOLLOWING COMMENTS:

1. WATER AND SEWER SERVICES WILL NEED TO BE PROVIDED TO THE NEWLY SUBDIVIDED LOT PRIOR TO RECORDING THE FINAL PLAT.
2. THE EXISTING PLAT INDICATES A TOTAL AREA OF 1.543 ACRES, YET THE PRELIMINARY PLAT INDICATES 1.542 ACRES. PLEASE CLARIFY THE TOTAL ACREAGE OF THE LOT.
3. THE NOTE, "15' UTILITY EASEMENT PER HM99-15" AND THE ASSOCIATED DIMENSIONING ARROW WITH 15', DEPICTED ALONG BARNETT PLACE CONFLICTS GRAPHICALLY WITH THE HATCH INDICATING 20% OR GREATER SLOPES. THIS NOTE AND DIMENSIONING SHOULD BE MOVED SO THAT THEY DO NOT CONFLICT THE HATCHING.
4. RECOMMEND SHOWING THE ENTIRE WIDTH OF STREETS (NOT JUST TO CENTERLINE).
5. ADJACENT PARCELS SHOULD BE IDENTIFIED, INCLUDING LOT 7 AND LOT 8 ACROSS BARNETT PLACE.

HARNESS/VENUTI MOVED TO AMEND THE MOTION TO INCLUDE A RECOMMENDATION #6 TO SPECIFY THAT THE ACCESS FOR LOT 1-A-2 BE FROM BARNETT PLACE.

Commissioner H. Smith noted that while he agreed with the principle behind the amendment, it's been highlighted by the City Planner that dictating access is outside of the Commission's purview during the platting process.

Commissioner Schneider reiterated that it's not up to the Commission to specify where the driveway will go.

Chair S. Smith requested the Clerk to perform a roll-call vote for the proposed amendment.

VOTE (AMENDMENT): YES: BARNWELL, HARNESS, VENUTI, WALKER.

VOTE (AMENDMENT): NO: SCHNEIDER, H. SMITH, S. SMITH.

Motion carried.

Chair S. Smith opened the floor for further discussion on the main motion as amended.

Commissioner H. Smith restated that he appreciated the intent behind the amendment but noted that it's important for the Commission to stay in its lane.

Chair S. Smith requested the Clerk to perform a roll-call vote on the amended main motion.

VOTE (AMENDED MAIN MOTION): YES: WALKER, VENUTI, HARNESS, BARNWELL.

VOTE (AMENDED MAIN MOTION): NO: S. SMITH, H. SMITH, SCHNEIDER.

Motion carried.

Final Motion as Adopted (with Amendment Incorporated):

SCHNEIDER/H. SMITH MOVED TO ADOPT STAFF REPORT 25-42 AND RECOMMEND APPROVAL OF THE PRELIMINARY PLAT, WITH THE FOLLOWING COMMENTS:

1. WATER AND SEWER SERVICES WILL NEED TO BE PROVIDED TO THE NEWLY SUBDIVIDED LOT PRIOR TO RECORDING THE FINAL PLAT.
2. THE EXISTING PLAT INDICATES A TOTAL AREA OF 1.543 ACRES, YET THE PRELIMINARY PLAT INDICATES 1.542 ACRES. PLEASE CLARIFY THE TOTAL ACREAGE OF THE LOT.
3. THE NOTE, "15' UTILITY EASEMENT PER HM99-15" AND THE ASSOCIATED DIMENSIONING ARROW WITH 15', DEPICTED ALONG BARNETT PLACE CONFLICTS GRAPHICALLY WITH THE HATCH INDICATING 20% OR GREATER SLOPES. THIS NOTE AND DIMENSIONING SHOULD BE MOVED SO THAT THEY DO NOT CONFLICT THE HATCHING.
4. RECOMMEND SHOWING THE ENTIRE WIDTH OF STREETS (NOT JUST TO CENTERLINE).
5. ADJACENT PARCELS SHOULD BE IDENTIFIED, INCLUDING LOT 7 AND LOT 8 ACROSS BARNETT PLACE.
6. THE ACCESS FOR LOT 1-A-2 BE FROM BARNETT PLACE.

B. RAW BIRCH 2025 REPLAT, Staff Report 25-43

Chair S. Smith introduced the item by reading of the title and deferred to City Planner Foster, who provided a summary review of his report included in the packet.

Chair S. Smith opened the floor for the Applicant. Chris Brasfield introduced himself as the Applicant and thanked the Commission for its time and consideration of his application.

Chair S. Smith opened the public comment period.

Jan Keiser, city resident, supported the plat but expressed concerns about drainage on the west side of the property. She cautioned against additional fill that could impact the stream and adjacent properties and recommended a wider easement than 20 feet.

Chair S. Smith then opened the floor to questions and comments from the Commission.

Chair S. Smith asked City Planner Foster if he could respond to Ms. Keiser's concerns regarding the creation of a wider easement. Mr. Foster noted that discussion pertaining to adding fill to the property wouldn't technically be appropriate until the zoning permit process.

Public Works Director Kort stated that he isn't opposed to a wider easement but added that there's an earthen wedge on the parcels that creates the building site. He reasoned that he couldn't foresee anyone adding fill further towards the stream.

There were also conversations regarding the wetlands associated with the plat and whether there should be a drainage easement on the eastern boundary.

H. SMITH/BARNWELL MOVED TO ADOPT STAFF REPORT 25-43 AND RECOMMEND APPROVAL OF THE PRELIMINARY PLAT, WITH THE FOLLOWING COMMENTS:

1. GRANT A 15' UTILITY EASEMENT FRONTING EAST END ROAD, ALONG THE ENTIRE BOUNDARY WEST OF THE 25' SEWER MAIN EASEMENT.
2. AMEND THE LEGEND TO CLEARLY DISTINGUISH BETWEEN THE VARIOUS LINE TYPES DEPICTED ON THE PLAT—INCLUDING PROPERTY LINES, SECTION LINES, AND RIGHTS-OF-WAY CENTERLINES.
3. ADJUST THE ARROW IN THE VICINITY MAP TO ACCURATELY LOCATE TRACT-A, RATHER THAN ADJACENT LOTS TO THE EAST.
4. DEDICATE A 20' WIDE DRAINAGE EASEMENT CENTERED ALONG THE LOCATION OF THE EXISTING CREEK, CONSISTENT WITH THE EASEMENT GRANTED UNDER HM 2018-40, TO BE SUBJECT TO HOMER CITY CODE WITH THE APPROXIMATE LOCATION TO BE SHOWN.

Commissioner H. Smith asked for clarification on defining exactly what was meant by "centered along the location of the existing creek." City Planner Foster specified that it would be 10 feet on each side of the centerline of the creek.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

Chair S. Smith called for a 10-minute recess at 7:55 p.m.

Chair S. Smith called the meeting back to order at 8:05 p.m.

PENDING BUSINESS

- A. AN ORDINANCE OF THE HOMER CITY COUNCIL ADOPTING THE 2025 HOMER COMPREHENSIVE PLAN AND RECOMMENDING ADOPTION BY THE KENAI PENINSULA BOROUGH, Memorandum PL 25-038

Chair S. Smith introduced the item by reading of the title and opened the floor for continued discussion on the Draft Comprehensive Plan. The Commissioners went around the dais, each reading their recommended changes and suggestions into the record.

H. SMITH/BARNWELL MOVED TO EXTEND THE MEETING TO 10:30 P.M.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

H. SMITH/WALKER MOVED TO FORWARD A RECOMMENDATION THAT CITY COUNCIL ADOPT THE 2025 HOMER COMPREHENSIVE PLAN WITH COMMENTS ATTACHED FOR CONSIDERATION OF AMENDMENTS.

There was brief discussion regarding the wording of the motion.

Chair S. Smith requested the Clerk to perform a roll-call vote.

VOTE: YES: HARNESS, BARNWELL, WALKER, S. SMITH, VENUTI, H. SMITH, SCHNEIDER.

Motion carried.

NEW BUSINESS

- A. Ordinance 25-54, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code Title 8 Permits, Licenses and Regulations by Adding Chapter 8.13 Temporary Retail Services, Memorandum PL 25-44

Chair S. Smith introduced the item by reading of the title and deferred to City Planner Foster, who provided a summary review of the memorandum included in the packet. Discussion topics included the Farmer's Market, what defines a "structure," parking requirements, and ADA accessibility.

SCHNEIDER/H. SMITH MOVED TO EXTEND THE MEETING TO 10:45 P.M.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

SCHNEIDER/VENUTI MOVED TO FORWARD A RECOMMENDATION THAT CITY COUNCIL ADOPT ORDINANCE 25-54 AS PRESENTED.

There was no discussion.

VOTE: NO: SCHNEIDER, H. SMITH, VENUTI, S. SMITH, WALKER, BARNWELL, HARNESS.

Motion failed.

INFORMATIONAL MATERIALS

- A. 2025 Planning Commission Calendar
- B. 2025 Planning Commission Meeting Dates & Submittal Deadlines

Chair S. Smith noted the informational materials included in the packet.

COMMENTS OF THE AUDIENCE

Jan Keiser, city resident, commented that Title 21 doesn't provide the level of protection the Commission may believe it does as it's currently written. She noted that the Commission doesn't have authority over certain issues such as state-owned roads and wetlands. She also expressed concern that the Commission deferred all Comprehensive Plan amendments to City Council.

COMMENTS OF THE STAFF

City Planner Foster noted that it was a good meeting and thanked everyone for their hard work and good conversations.

Public Works Director Kort thanked the Commission for hearing him out and allowing him to present a differing viewpoint.

Deputy City Clerk Pettit thanked Commissioner Venuti for the parliamentary help and thanked the rest of the Commission for a good meeting.

COMMENTS OF THE MAYOR/COUNCILMEMBER (If Present)

COMMENTS OF THE COMMISSION

Commissioner Venuti noted that it was an interesting meeting. He encouraged the Commission to recycle any large binder clips they have laying around from previous packets. He thanked everyone for their service tonight.

Commissioner Walker thanked the Commission for their effort and comments on the Comprehensive Plan. He thanked Ms. Keiser for her public comments.

Commissioner Harness noted that while it feels good to move the Comprehensive Plan forward, it might be overwhelming to be on the receiving end of that.

Commissioner H. Smith shared his appreciation for everyone's time and for Ms. Keiser's input. He added that there's a road to home alluding to Title 21.

Commissioner Schneider thanked everyone for a productive meeting.

Commissioner Barnwell thanked Public Works Director Kort for his input on Ordinance 25-54. He added that he can't believe the Commission is through with the Comprehensive Plan and stated that he liked Ms. Keiser's idea of a synthesis memo.

Commissioner S. Smith thanked everyone for their hard work, noting all the various laydowns that were provided at the meeting.

ADJOURN

There being no further business to come before the Commission, Chair S. Smith adjourned the meeting at 10:42 p.m. The next Regular Meeting is scheduled for **Wednesday, September 17th, 2025 at 6:30 p.m.** All meetings are scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer,

Alaska and via Zoom Webinar. Meetings will adjourn promptly at 9:30 p.m. An extension is allowed by a vote of the Commission.

Zach Pettit, Deputy City Clerk II

Approved: _____