



Homer City Hall
491 E. Pioneer Avenue
Homer, Alaska 99603
www.cityofhomer-ak.gov

City of Homer Agenda

**Planning Commission Worksession
Wednesday, January 15, 2020 at 5:30 PM
City Hall Cowles Council Chambers**

CALL TO ORDER, 5:30 P.M.

AGENDA APPROVAL

DISCUSSION TOPIC(S)

- A. Alaska Division of Geological & Geophysical Surveys (DGGs) to discuss an update of landslides and coastal erosion studies **p. 27 of the regular meeting packet**

COMMENTS OF THE AUDIENCE (3 minute time limit)

COMMENTS OF THE COMMISSION

ADJOURNMENT, 6:20 P.M.



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City of Homer Agenda

**Planning Commission Regular Meeting
Wednesday, January 15, 2020 at 6:30 PM
Council Chambers**

CALL TO ORDER, 6:30 P.M.

AGENDA APPROVAL

PUBLIC COMMENTS The public may speak to the Commission regarding matters on the agenda that are not scheduled for public hearing or plat consideration. (3 minute time limit).

RECONSIDERATION

CONSENT AGENDA All items on the consent agenda are considered routine and non-controversial by the Planning Commission and are approved in one motion. There will be no separate discussion of these items unless requested by a Planning Commissioner or someone from the public, in which case the item will be moved to the regular agenda.

- A. Minutes of the January 2, 2020 Planning Commission Meeting **p. 3**
- B. Decisions and Findings document for CUP 20-01, to allow a second story addition to the NOMAR building & a four-plex at 104 E Pioneer Ave. **p. 11**
- C. Decisions and Findings document CUP 20-02, an amendment to CUP 18-04 for multiple buildings at 680 Sterling **p. 17**
- D. Memorandum from the Planning Commission to Mayor Castner and City Council Re: Kenai Peninsula Ordinance 19-24 to amend KPB Code 20.80 Subdivision Private Streets and Gated Subdivisions **p. 23**

PRESENTATIONS / VISITORS

- A. Alaska Division of Geological & Geophysical Surveys (DGGS) to discuss an update of landslides and coastal erosion studies **p. 27**

REPORTS

- A. Staff Report 20-05, City Planner's Report **p. 35**

PUBLIC HEARINGS

- A. Staff Report 20-08, CUP 20-03 for townhouse developments at 436 & 450 Soundview Ave. **p. 37**

PLAT CONSIDERATION

PENDING BUSINESS

- A. Staff Report 20-09, Medical District Planning **p. 71**

NEW BUSINESS

- A. Staff Report 20-06, Amending the Homer Planning Commission Policies & Procedures Manual to form specific procedures for deliberations of quasi-judicial actions **p. 75**

INFORMATIONAL MATERIALS

- A. City Manager Report for January 13, 2020 City Council Meeting **p. 87**

COMMENTS OF THE AUDIENCE Members of the audience may address the Commission on any subject. (3 min limit)

COMMENTS OF THE STAFF

COMMENTS OF THE COMMISSION

ADJOURNMENT

Next Regular Meeting is Wednesday, February 5th, at 6:30 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska. Meetings will adjourn promptly at 9:30 p.m. An extension is allowed by a vote of the Commission

Session 20-01, a Regular Meeting of the Planning Commission was called to order by Chair Venuti at 6:30 p.m. on January 2, 2020 at Cowles Council Chambers in City Hall located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONERS DAVIS, VENUTI, BENTZ, PETSKA-RUBALCAVA, HIGHLAND,
SMITH AND BOS

STAFF: CITY PLANNER ABBOUD
DEPUTY CITY PLANNER ENGBRETSSEN
DEPUTY CITY CLERK KRAUSE

The Commission met in a worksession at 5:30 p.m. prior to the meeting. This was facilitated by Deputy City Planner Engbretsen regarding creation of a Medical Zoning District.

APPROVAL OF THE AGENDA

Chair Venuti called for a motion to approve the agenda.

HIGHLAND/SMITH – SO MOVED.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENT ON ITEMS ALREADY ON THE AGENDA

RECONSIDERATION

ADOPTION OF CONSENT AGENDA

- A. Planning Commission Regular Meeting Minutes of December 4, 2019
- B. Decisions and Findings document for Conditional Use Permit 19-07, to allow a parking lot expansion adjacent to the Seafarer's Memorial Park on Homer Spit Road.

Chair Venuti requested a motion to approve the Consent Agenda.

HIGHLAND/BOS – SO MOVED

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

VISITORS/PRESENTATIONS

REPORTS

A. Staff Report 20-01, City Planner's Report

City Planner Abboud provided a summary of Staff Report 20-01 and commented further on the following:

- City Manager resignation and new or interim by April 10th of this year
- Sale of the Library Lot
- Project Homeless Connect, Wednesday, January 29, 2020
- Planning Reserves will be used for a Parking Study
- Planning Department will be performing enforcement for plastic bags
- Approved the funding from HART program for a Wayfinding and Streetscape Plan
- Reminder about the landslide and erosion presentation at the next meeting
- City Attorney has the sign code and it could possibly turn into something much larger
- Reviewed Commissioner attendance at Council meetings:
 - o January 13th – Commissioner Davis
 - o January 27th – Commissioner Smith
 - o February 10th – Commissioner Highland
 - o February 24th – Commissioner Bos

City Planner Abboud responded to Commissioner Highland's question regarding hiring a Public Works Director. He reported that Public Works will be adding another position of Public Works Director. Mr. Meyer has been both the City Engineer and the Director for some time now.

Commissioner Bentz commented on the upcoming Census and the benefits that the City could receive and that it would be nice to have materials early so she can submit comments or questions.

City Planner Abboud responding to Chair Venuti regarding a question on the City Attorney asking for suggestions on the sign code, he responded that they should hire a consultant.

PUBLIC HEARING(S)

A. Staff Report 20-02, to allow Conditional Use Permit 20-02, an amendment to CUP 18-04, for multiple buildings at 680 Sterling Highway

Chair Venuti introduced the item by reading of the title into the record.

City Planner Abboud provided a summary of Staff Report 20-02 for the Commission. Kimberly Sangder, applicant, provided information related to the exterior finishes to the newly constructed cabin, the workshop, the main residence and an existing cabin.

Chair Venuti opened the public hearing seeing no one in the audience coming forward to provide testimony he closed the public hearing and opened the floor to questions from Commission.

Commissioners posed questions for clarification from the Applicant:

- Future cabins listed on the original Conditional Use Permit – these were in response to a suggestion from planning staff to include all structures that were going to be constructed on the property even if it was in the future.
- Exterior finishes for the new structures workshop and cabin 1 are scheduled to be completed in April of this year.
- The main residence (house) will be stained and requires warmer weather to finish the exterior.
- The original cabin was going to be moved to location to be determined in the first CUP application, not be demolished. There was no location determined at the time. It just needed a new roof and painted so they will be leaving it where it is since it is also a historical building and adds character.
- The buildings will be skirted either upon completion or before the expiration of the permit.

BENTZ/SMITH MOVED TO AMEND CONDITION 3 TO EXTEND THE EXTERIOR FINISHES ON CABIN ONE AND WORKSHOP SHALL BE COMPLETED BY MAY 15, 2020 AND THE MAIN RESIDENCE TO BE COMPLETED BY 1/1/2021.

There was a brief discussion on the inclusion of the existing cabin and assurance that the dates provided the applicant with sufficient time to complete the exteriors of the Workshop, Cabin #1 and main residence.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

BENTZ/SMITH - MOVED TO ADOPT STAFF REPORT 20-02 AND APPROVE CUP 20-02 AMENDING CUP 18-04 FOR MULTIPLE BUILDINGS AT 680 STERLING HIGHWAY BY EXTENDING THE TIMEFRAME FOR COMPLETION OF EXTERIOR FINISHES AS AMENDED.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

B. Staff Report 20-03, Conditional Use Permit 20-01 to allow a second story addition to the NOMAR building & a four-plex at 104 E Pioneer Ave.

Chair Venuti introduced the item by reading of the title into the record.

City Planner Abboud provided a summary of Staff Report 20-03 for the Commission.

Kate Mitchell, applicant, provided historical information on the business and how it has grown throughout the years.

Chair Venuti opened the public hearing seeing no one in the audience he closed the public hearing and opened the floor to questions from the Commission.

The Commissioners posed the following questions for clarification:

- An engineer has reviewed the building due to the age and that it was a wood structure and found to be structurally sound and quite capable of sustaining a second story with some modifications. The 1968 design prints showed that it was designed for two stories.
- The proposed four-plex is phase three and will bring that lot into compliance and currently is not planned for more than basic architectural finishes at this time. It will offer affordable housing for employees.

BENTZ/HIGHLAND - MOVE TO ADOPT STAFF REPORT 20-03 AND APPROVE CUP 20-01 TO ALLOW A SECOND STORY ADDITION TO THE NOMAR BUILDING AND A FOUR-PLEX AT 104 E PIONEER AVENUE WITH CONDITIONS 1-3 INCLUDED IN THE STAFF REPORT.

There was a brief discussion on the project regarding the green spaces identified in the drawings.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PLAT CONSIDERATION

PENDING BUSINESS

- A. Staff Report 19-98, Medical Zoning District

Chair Venuti introduced the item by reading of the title. He stated that the Commission discussed this during the worksession and that he did not believe there was a need for further discussion.

City Planner Abboud noted that the Commission provided directions to staff.

NEW BUSINESS

- A. Staff Report 20-07, Kenai Peninsula Borough Gated Subdivision Ordinance

Chair Venuti introduced the item by reading of the title into the record.

City Planner Abboud provided a summary of Staff Report 20-07 for the Commission. He commented on the following:

- Private Streets are a separate parcel
- Must provide turnaround for those denied entry/access
- No Borough maintenance – he is checking this out with the City Attorney
- Converting public streets to private streets – this will be an issue to handle locally there is concern with the city's vacation code
- Cannot convert a road improved or created with government funds for 10 years – Will require legal input to see if the city should have a similar requirement.
- Cost to convert will have to be looked at locally
- Converting back to public from private
- Not sure if the proposed amendment of those not voting for the action do not have to pay dues or participate.
- Council can veto but the Borough has no standards on or for a veto when it concerns the vacation of dedicated rights of way

Commissioner Bentz suggested taking the previous memorandum that was sent to the Borough since it contained the general concerns for the city and they could add to that and not have to rehash those points. She then addressed the current amendments proposed by Kelly Cooper and Willy Dunne:

- On the first amendment proposed by Ms. Cooper regarding the HOA, she believed that there was a requirement of 100% participation. She did not believe that they had to address this.
- The second amendment there may be complications and not sure how to address this since the Borough has platting authority.
- Previously public ROW's being returned if they added equal or superior access to address those concerns of previous designs, would be acceptable and a direction to deal with those.
- The city may be able to limit the conversion of existing neighborhoods by not allowing it if there were CIP or RIAD roads/projects involved.

Commissioner Petska-Rubalcava requested clarification that the ordinance included in the packet was an amended ordinance and that the proposed amendments by Cooper and Dunne were to further amend the ordinance.¹

City Planner Abboud responded that he believed that it was originally at 100% but Ms. Cooper is recommending changing to a majority approval.

City Planner Abboud responded to Chair Venuti regarding submitting a recommendation of non-support of the ordinance but since the Borough has platting authority he was not sure how that would be effective. He would have to confer with the City Attorney on the best action and if it would be allowed to prohibit properties that are on the maintenance map from converting to a gated community. The city may be able to use that regulation.

¹ Note for Clarification: KPB Ordinance 2019-24 was referenced as a Substitute. Ms. Cooper and Mr. Dunne proposed amendments, if adopted, would amend the substitute ordinance.

Further comments by the commission and staff included the following:

- Proposed amendment reflected the 70% supermajority who have an interest of record
- Prohibit gated communities in Homer since it did not appear to reflect Homer values
- The Borough has platting authority over everything it would mean that the City would have to take that responsibility over.
- City regulations would be applied if a property was within city limits. The city could implement rules that would be recognized within the Borough subdivision rules.
- The term of snobbery when referencing gated communities was unfair as some of the residents in Homer that winter outside consider it a safer situation for their homes.
- residents can put a gate across there driveway or fence their property
- it would be unfair to disallow a property owner because they were out of state at the time or unavailable to sign a petition
- The 30% would not be required to pay for the services if they do not sign off on the HOA
- Keeping the 100% property owner participation was preferable since allowing even a supermajority as described in the ordinance would not allow the 30% the benefit of city (or borough) services
- Gated communities are very common in the Lower 48 in many states.
- Limiting gated communities to new development
- Lack of success for subdivisions in Homer
- The ability to care and preserve city infrastructure was a big concern
- Too divisive and not suitable for established neighborhoods

City Planner Abboud confirmed that the Commission's role tonight was to offer comment on the proposed ordinance and the City will have six months to create regulations within the city. He did not think the Borough will be concerned with the city infrastructure. He provided some process on the possibility of what would need to be done if someone wanted to create a gated community in the city.

Chair Venuti call for a recess at 8:11 p.m. to allow the Clerk to access and print off the prior memorandum for the Commission. The meeting was called back to order at 8:18 p.m. after the Commission reviewed the previous memorandum that was submitted to the Kenai Peninsula Borough Assembly regarding the proposed regulations in October 2019.

Commissioner Petska-Rubalcava departed the meeting at 8:11 p.m. due to illness.

Chair Venuti requested recommendations from the Commission after review of the memorandum.

BENTZ/BOS MOVED TO DRAFT A NEW MEMORANDUM TO THE CITY COUNCIL INCLUDE PORTIONS OF THE PREVIOUS MEMORANDUM OUTLINING THE GENERAL CONCERNS OF THE CITY AND INCLUDE LANGUAGE REGARDING THE CONCERNS FOR THE PROPOSED AMENDMENTS.

There was a brief discussion on the necessity to copy the Borough Planning Commission.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

There was a brief discussion by the Commission and staff on the memorandum being drafted and ready for the Planning Commission review at the next meeting and then forwarded to Council in a timely manner to be submitted to the Borough by the deadline.

Commissioner Bentz suggested content for the memorandum as follows:

The Homer Planning Commission has concerns with the ordinance amendments related to:

- Percentage Requirements for owners of record when creating a gated community
 - o It is the recommendation of the Homer Planning Commission that it should be a 100% of record property owners before any vacation of public streets since having a 70/30 supermajority would deprive those owners of records who did not sign the petition, of city or borough services, even if those same record owners did not pay HOA fees.
- Significant issues with converting existing neighborhoods and properties into gated subdivisions and private streets
 - o Homer Planning Commission would pursue methods within municipal policy to reduce the capability of the conversion of public streets into private streets within city limits.
- In the event of a transition from a private, gated community to public
 - o Homer Planning Commission recommends including the reference to city requirements in tandem to KPB 20.80.020

There was no dissent expressed by the Commission on the recommendations as stated by Commissioner Bentz.

INFORMATIONAL MATERIALS

A. City Manager Report for December 9, 2019 City Council Meeting

COMMENTS OF THE AUDIENCE

COMMENTS OF THE STAFF

COMMENTS OF THE COMMISSION

Commissioner Bos commented that it was great to be back, thankful for the snow but was not expecting single digits.

Commissioner Bentz requested excusal for the next meeting. She departed the meeting at 8:25p.m. due to a prior commitment.

Commissioner Smith reminded everyone to clean out the pipes to their woodstoves. He stated that they had frost at the joint. He commented that it was a good meeting.

Chair Venuti inquired about the status of the Town Center Project and if they could not resurrect that plan.

City Planner Abboud responded that there is a plan collecting dust and there is a need to make a substantial investment in that area. CIRI will not sell they would be interested in a trade depending on location.

Deputy City Clerk Krause reported that there was ample land to create a park it was the cost of constructing the infrastructure that was required that made the Town Center project prohibitive.

Chair Venuti said that it would be really nice to create a central park with benches and trails and the like and he commented on the parking and shopping experience at Safeway the past week and was wondering if they should not revisit the large retail code since Homer has grown quite a bit since then and it may be worthwhile to look at again.

City Planner Abboud will add that to the worklist as he had an interest in that also.

ADJOURN

There being no further business to come before the Commission, the meeting adjourned at 8:37 p.m. The next regular meeting is scheduled for Wednesday, January 15, 2020 at 6:30 p.m. in the City Hall Cowles Council Chambers. There is a worksession scheduled at 5:30 p.m. prior to the meeting.

RENEE KRAUSE, MMC, DEPUTY CITY CLERK

Approved: _____



City of Homer
www.cityofhomer-ak.gov

Planning
491 East Pioneer Avenue
Homer, Alaska 99603
Planning@ci.homer.ak.us
(p) 907-235-3106
(f) 907-235-3118

HOMER ADVISORY PLANNING COMMISSION

Approved CUP 2020-01 at the Meeting of January 2, 2020

Address: 104 E Pioneer Ave & 3916 Main St

Legal Description: T 6S R 13W SEC 20 SEWARD MERIDIAN HM 0540251A NILS O SVEDLUND SUB AMD LOT 8 TRACT A EXCL ANY PTN WITHIN LOT 8A THOMAS SHELFORD SUB 58-4147 & EXCL SLOPE EASEMENT

T 6S R 13W SEC 20 SEWARD MERIDIAN HM 0540251A NILS O SVEDLUND SUB AMD LOT 9 TRACT A EXCL ANY PTN WITHIN LOT 9A THOMAS SHELFORD SUB '68 ADDN 69-741

DECISION

Introduction

Kate Mitchell (the "Applicant") applied to the Homer Advisory Planning Commission (the "Commission") for a Conditional Use Permit under Homer City Code HCC 21.18.030(j), for more than on building containing a permitted principle use in the Central Business District (CBD); HCC 21.18.030(h), for light or custom manufacturing, repair, fabricating, and assembly, provided such use, including storage of materials, is wholly within an enclosed building; and HCC 21.18.040(d) building over 8000 square feet.

The application was scheduled for a public hearing as required by Homer City Code 21.94 before the Commission on January 2, 2020. Notice of the public hearing was published in the local newspaper and sent to 33 property owners of 37 neighboring parcels.

At the January 2, 2020 meeting of the Commission, the Commission voted with the unanimous consent of the seven commissioners present to approve CUP 2020-01, with findings 1-10 and conditions 1-3.

Evidence Presented

City Planner Abboud reviewed the staff report. The Applicant testified and there was no public testimony.

Findings of Fact

After careful review of the record, the Commission approves Condition Use Permit 2020-01 with findings 1-10 and conditions 1-3.

The criteria for granting a Conditional Use Permit is set forth in HCC 21.71.030 and 21.71.040.

a. The applicable code authorizes each proposed use and structure by conditional use permit in that zoning district.

Finding 1: HCC 21.18.030(j) authorizes more than one building containing a permitted principal use on a lot, HCC 21.18.030(h) authorizes light or custom manufacturing, repair, fabricating, and assembly, provided such use, including storage of materials, is wholly within an enclosed building; and HCC 21.18.040(d) authorizes building area over 8000 square feet in a lot, if approved by a Conditional Use Permit.

b. The proposed use(s) and structure(s) are compatible with the purpose of the zoning district in which the lot is located.

Finding 2: The proposed development will contain a mixture of residential and non-residential uses and structures, retail, and other business uses listed in the district. The proposed uses and structures are compatible with the purpose of the Central Business District.

Condition 1: All required parking must comply with HCC 21.55.060(b) which states "Offsite-parking must be located in a zoning district where it is a permitted use." This condition can be met by a successful rezoning of the RO lot, or by securing other off-site parking located in a zoning district that allows parking lots as a permitted use.

c. The value of the adjoining property will not be negatively affected greater than that anticipated from other permitted or conditionally permitted uses in this district.

Finding 3: The proposed development is not expected to negatively impact the adjoining properties greater than other permitted or conditional uses.

d. The proposal is compatible with existing uses of surrounding land.

Finding 4: The proposal is compatible with existing uses of surrounding land.

e. Public services and facilities are or will be, prior to occupancy, adequate to serve the proposed use and structure.

Finding 5: Existing public, water, sewer, and fire services are adequate to serve the proposed development.

f. Considering harmony in scale, bulk, coverage and density, generation of traffic, the nature and intensity of the proposed use, and other relevant effects, the proposal will not cause undue harmful effect upon desirable neighborhood character.

Finding 6: The Commission finds the proposal will not cause undue harmful effect upon desirable neighborhood character as described in the purpose statement of the district.

g. The proposal will not be unduly detrimental to the health, safety or welfare of the surrounding area or the city as a whole.

Finding 7: The proposal will not be unduly detrimental to the health, safety or welfare of the surrounding area and the city as a whole when all applicable standards are met as required by city code.

h. The proposal does or will comply with the applicable regulations and conditions specified in this title for such use.

Finding 8: An approved CUP along with the zoning permit process will address applicable regulations including Fire Marshal approval of the proposed structure prior to construction.

i. The proposal is not contrary to the applicable land use goals and objectives of the Comprehensive Plan.

Finding 9: The proposal is not contrary to the applicable land use goals and objects of the Comprehensive Plan. The proposal aligns Goal 1 Objective A and no evidence has been found that it is not contrary to the applicable land use goals and objects of the Comprehensive Plan.

j. The proposal will comply with all applicable provisions of the Community Design Manual.

Finding 10: Project complies with the applicable provisions of the CDM.

Condition 2: Outdoor lighting must be down lit per HCC 21.59.030 and the CDM.

- 1. Special yards and spaces:** No specific conditions deemed necessary
- 2. Fences and walls:** The application states a 6 foot tall cedar fence will be to screen the dumpster. **Condition 3:** screen all dumpsters on three sides.
- 3. Surfacing of parking areas:** No specific conditions deemed necessary.
- 4. Street and road dedications and improvements:** No specific conditions deemed necessary.
- 5. Control of points of vehicular ingress and egress:** No specific conditions deemed necessary.
- 6. Special provisions on signs:** No specific conditions deemed necessary.
- 7. Landscaping:** No specific conditions deemed necessary.

8. Maintenance of the grounds, building, or structures: No specific conditions deemed necessary.

9. Control of noise, vibration, odors or other similar nuisances: No specific conditions deemed necessary.

10. Limitation of time for certain activities: No specific conditions deemed necessary.

11. A time period within which the proposed use shall be developed: No specific conditions deemed necessary.

12. A limit on total duration of use: No specific conditions deemed necessary.

13. More stringent dimensional requirements, such as lot area or dimensions, setbacks, and building height limitations. Dimensional requirements may be made more lenient by conditional use permit only when such relaxation is authorized by other provisions of the zoning code. Dimensional requirements may not be altered by conditional use permit when and to the extent other provisions of the zoning code expressly prohibit such alterations by conditional use permit.

14. Other conditions necessary to protect the interests of the community and surrounding area, or to protect the health, safety, or welfare of persons residing or working in the vicinity of the subject lot.

Conclusion: Based on the foregoing findings of fact and law, Conditional Use Permit 2020-01 is hereby approved, with Findings 1-10 and the following conditions.

Condition 1: All required parking must comply with HCC 21.55.060(b) which states "Offsite-parking must be located in a zoning district where it is a permitted use." This condition can be met by a successful rezoning of the RO lot, or by securing other off-site parking located in a zoning district that allows parking lots as a permitted use.

Condition 2: Outdoor lighting must be down lit per HCC 21.59.030 and the Community Design Manual.

Condition 3: Screen all dumpsters on three sides.

Date

Chair, Franco Venuti

Date

City Planner, Rick Abboud AICP

NOTICE OF APPEAL RIGHTS

Pursuant to Homer City Code, Chapter 21.93.060, any person with standing that is affected by this decision may appeal this decision to the Homer Board of Adjustment within thirty (30) days of the date of distribution indicated below. Any decision not appealed within that time shall be final. A notice of appeal shall be in writing, shall contain all the information required by Homer City Code, Section 21.93.080, and shall be filed with the Homer City Clerk, 491 East Pioneer Avenue, Homer, Alaska 99603-7645.

CERTIFICATION OF DISTRIBUTION

I certify that a copy of this Decision was mailed to the below listed recipients on _____, 2020. A copy was also delivered to the City of Homer Planning Department and the Homer City Clerk on the same date.

Date

Travis Brown, Planning Technician

Kate Mitchell
Hooligan Holdings, LLC
104 E Pioneer Ave
Homer, AK 99603

Katie Koester
City Manager
491 E Pioneer Avenue
Homer, AK 99603

Michael Gatti
3000 A Street, Suite 300
Anchorage, AK 99503



City of Homer

www.cityofhomer-ak.gov

Planning

491 East Pioneer Avenue
Homer, Alaska 99603

Planning@ci.homer.ak.us

(p) 907-235-3106

(f) 907-235-3118

HOMER ADVISORY PLANNING COMMISSION

Approved CUP 20-02 at the Meeting of January 2, 2020

RE: Conditional Use Permit (CUP) 20-02 modifying CUP 18-04

Address: 680 Sterling Highway

Legal Description: T 6S R 13W SEC 19 SEWARD MERIDIAN HM PORTION SE $\frac{1}{4}$ SE $\frac{1}{4}$ NW $\frac{1}{4}$ BEGINNING AT THE NE CORNER OF LOT 4 THENCE N 0 DEG 08' W 55.4 FT THENCE N 77 DEG 17' W 315 FT TO POINT OF BEG AND COR NO 1 THENCE N 0 DEG 08' W 217.5 FT TO COR NO 2 THENCE W 200 FT TO COR NO 3 THENCE S 0 DEG 08' E 217.5 FT TO COR NO 4 THENCE E 200 FT TO POINT OF BEG

DECISION

Introduction

Kimberly Sangder, (the "Applicant") applied to the Homer Advisory Planning Commission (the "Commission") for a conditional use permit under Homer City Code HCC 21.22.030(a) for more than building containing a permitted principal use on a lot in the Gateway Business District.

The applicant wishes to support a single-family dwelling, a cabin, a workshop, a garage, and 4 rental cabins on a lot in the Gateway Business District. A portion of the lot is also located within the Scenic Gateway Corridor Overlay District. This amended CUP adds a cabin to the site while reducing the proposed size of the single-family dwelling. Additional time is also provided to finish the exterior of structures under construction.

The application was scheduled for a public hearing as required by Homer City Code 21.94 before the Commission on January 2, 2020. Notice of the public hearing was published in the local newspaper and sent to 18 property owners of 16 parcels.

At the January 2, 2020 meeting of the Commission, the Commission voted to approve the request with seven Commissioners present. The Commission approved CUP 20-02 with unanimous consent.

Evidence Presented

City Planner Abboud reviewed the staff report. No public testimony was presented. Ms. Sangder was present and answered the Commission's questions.

Findings of Fact

After careful review of the record, the Commission approves Conditional Use Permit 20-02 for more than building containing a permitted principal use on a lot, per HCC 21.22.030(a).

The criteria for granting a Conditional Use Permit is set forth in HCC 21.71.030 and 21.71.040.

a. The applicable code authorizes each proposed use and structure by conditional use permit in that zoning district.

Finding 1: The applicable code authorizes more than one building containing a permitted principle use in the Gateway Business District.

b. The proposed use(s) and structure(s) are compatible with the purpose of the zoning district in which the lot is located.

Finding 2: The proposed uses and structures are compatible with the Gateway Business District and the Scenic Gateway Corridor Overlay District.

c. The value of the adjoining property will not be negatively affected greater than that anticipated from other permitted or conditionally permitted uses in this district.

Finding 3: Additional dwelling units are not expected to negatively impact the adjoining properties greater than other permitted or conditional uses.

d. The proposal is compatible with existing uses of surrounding land.

Finding 4: The proposal is compatible with the existing uses of surrounding land.

e. Public services and facilities are or will be, prior to occupancy, adequate to serve the proposed use and structure.

Finding 5: Existing public, water, sewer, and fire services are or will be adequate to serve the additional dwelling units.

f. Considering harmony in scale, bulk, coverage and density, generation of traffic, the nature and intensity of the proposed use, and other relevant effects, the proposal will not cause undue harmful effect upon desirable neighborhood character.

Finding 6: The Commission finds the proposal will not cause undue harmful effect upon desirable neighborhood character as described in the purpose statement of the district.

g. The proposal will not be unduly detrimental to the health, safety or welfare of the surrounding area or the city as a whole.

Finding 7: The proposal will not be unduly detrimental to the health, safety, or welfare of the surrounding area or the city as a whole.

h. The proposal does or will comply with the applicable regulations and conditions specified in this title for such use.

Finding 8: An approved CUP in combination with meeting the standards of a zoning permit will allow the project to comply with applicable regulations.

i. The proposal is not contrary to the applicable land use goals and objectives of the Comprehensive Plan.

Finding 9: The proposal incorporates infill to an area well served with public roads and utilities. No evidence has been found that it is contrary to the applicable land use goals and objects of the Comprehensive Plan.

j. The proposal will comply with all applicable provisions of the Community Design Manual.

Finding 10: The proposal complies with the applicable provisions of the CDM.

Condition 1: Outdoor lighting must be down lit per HCC 21.59.030 and the CDM and must be approved by the Planning Office.

In approving a conditional use, the Commission may impose such conditions on the use as may be deemed necessary to ensure the proposal does and will continue to satisfy the applicable review criteria. Such conditions may include, but are not limited to, one or more of the following:

- 1. Special yards and spaces.**
- 2. Fences, walls and screening.** Dumpsters shall be screened on three sides (Condition 2).
- 3. Surfacing of vehicular ways and parking areas.**
- 4. Street and road dedications and improvements (or bonds).**
- 5. Control of points of vehicular ingress and egress.**
- 6. Special restrictions on signs.**
- 7. Landscaping.** Buffers displayed on site plan shall be maintained.
- 8. Maintenance of the grounds, buildings, or structures.**
- 9. Control of noise, vibration, odors, lighting or other similar nuisances.**
- 10. Limitation of time for certain activities.**
- 11. A time period within which the proposed use shall be developed and commence operation.**
- 12. A limit on total duration of use or on the term of the permit, or both.**
- 13. More stringent dimensional requirements, such as lot area or dimensions, setbacks, and building height limitations.** Dimensional requirements may be made more lenient by conditional use permit only when such relaxation is authorized by other provisions of the zoning code. Dimensional requirements may not be altered by conditional use

permit when and to the extent other provisions of the zoning code expressly prohibit such alterations by conditional use permit.

14. Other conditions necessary to protect the interests of the community and surrounding area, or to protect the health, safety, or welfare of persons residing or working in the vicinity of the subject lot. Dwelling exterior finishes on "cabin 1" and "workshop" shall be completed by May 15, 2020 and exterior finishes on the "Main Residence" shall be completed by January 1, 2021. **(Condition 3).**

Conclusion: Based on the foregoing findings of fact and law, Conditional Use Permit 2020-02 is hereby approved, with Findings 1-10 and Conditions 1-3.

Condition 1: Outdoor lighting must be down lit per HCC 21.59.030 and the CDM and must be approved by the Planning Office.

Condition 2: Dumpsters shall be screened on three sides.

Condition 3: Dwelling exterior finishes on "cabin 1" and "workshop" shall be completed by May 15, 2020 and exterior finishes on the "Main Residence" shall be completed by January 1, 2021.

Date

Chair, Franco Venuti

Date

City Planner, Rick Abboud AICP

NOTICE OF APPEAL RIGHTS

Pursuant to Homer City Code, Chapter 21.93.060, any person with standing that is affected by this decision may appeal this decision to the Homer Board of Adjustment within thirty (30) days of the date of distribution indicated below. Any decision not appealed within that time shall be final. A notice of appeal shall be in writing, shall contain all the information required by Homer City Code, Section 21.93.080, and shall be filed with the Homer City Clerk, 491 East Pioneer Avenue, Homer, Alaska 99603-7645.

CERTIFICATION OF DISTRIBUTION

I certify that a copy of this Decision was mailed to the below listed recipients on _____, 2020. A copy was also delivered to the City of Homer Planning Department and Homer City Clerk on the same date.

Date

Kimberly Sangder
P.O. Box 2147
Homer, AK 99603

Travis Brown, Planning Technician

Michael Gatti
JDO Law
3000 A Street, Suite 300
Anchorage, AK 99503

Katie Koester, City Manager
491 E Pioneer Avenue
Homer, AK 99603



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum

TO: MAYOR CASTNER AND CITY COUNCIL

FROM: PLANNING COMMISSION

THRU: RENEE KRAUSE, MMC, DEPUTY CITY CLERK

DATE: JANUARY 6, 2020

SUBJECT: KENAI PENINSULA ORDINANCE 2019 –24 TO AMEND KPB CODE 20.80
SUBDIVISION PRIVATE STREETS AND GATED SUBDIVISIONS

The Planning Commission reviewed the proposed substitute ordinance from the Kenai Peninsula Borough to Adopt KPB 20.80, Subdivision Private Streets and Gated Subdivisions at a worksession and regular meeting on January 2, 2020. Following are ensuing recommendations from the Planning Commission and related minutes of that meeting.

The Planning Commission has concerns with the proposed amendments related to:

- Percentage Requirements for owners of record when creating a gated community
 - o It is the recommendation of the Homer Planning Commission that it should be a 100% of record property owners before any vacation of public streets since having a 70/30 supermajority would deprive those owners of records who did not sign the petition, of city or borough services, even if those same record owners did not pay HOA fees.
- Significant issues with converting existing neighborhoods and properties into gated subdivisions and private streets
 - o Homer Planning Commission would pursue methods within municipal policy to reduce the capability of the conversion of public streets into private streets within city limits.
- In the event of a transition from a private, gated community to public
 - o Homer Planning Commission recommends including the reference to city requirements in tandem to KPB 20.80.020

The Planning Commission appreciated the recognition by the Kenai Peninsula Borough Assembly of their concerns by amending Section 3 to 180 days until enactment to allow communities to respond with a municipal policy.

The Planning Commission expressed ongoing concerns with items that were outlined in their previous memorandum dated October 8, 2019 concerning the following:

- City Code Changes
- Comprehensive Plan Amendments
- Transportation Plan
- Stormwater Issues

- Emergency Services
- Public Works
- Provision of Utilities
- Easements
- Hazard concerns

Excerpt from the Unapproved January 2, 2020 Meeting Minutes
NEW BUSINESS

A. Staff Report 20-07, Kenai Peninsula Borough Gated Subdivision Ordinance

Chair Venuti introduced the item by reading of the title into the record.

City Planner Abboud provided a summary of Staff Report 20-07 for the Commission. He commented on the following:

- Private Streets are a separate parcel
- Must provide turnaround for those denied entry/access
- No Borough maintenance – he is checking this out with the City Attorney
- Converting public streets to private streets – this will be an issue to handle locally there is concern with the city's vacation code
- Cannot convert a road improved or created with government funds for 10 years – Will require legal input to see if the city should have a similar requirement.
- Cost to convert will have to be looked at locally
- Converting back to public from private
- Not sure if the proposed amendment of those not voting for the action do not have to pay dues or participate.
- Council can veto but the Borough has no standards on or for a veto when it concerns the vacation of dedicated rights of way

Commissioner Bentz suggested taking the previous memorandum that was sent to the Borough since it contained the general concerns for the city and they could add to that and not have to rehash those points. She then addressed the current amendments proposed by Kelly Cooper and Willy Dunne:

- On the first amendment proposed by Ms. Cooper regarding the HOA, she believed that there was a requirement of 100% participation. She did not believe that they had to address this.
- The second amendment there may be complications and not sure how to address this since the Borough has platting authority.
- Previously public ROW's being returned if they added equal or superior access to address those concerns of previous designs, would be acceptable and a direction to deal with those.
- The city may be able to limit the conversion of existing neighborhoods by not allowing it if there were CIP or RIAD roads/projects involved.

Commissioner Petska-Rubalcava requested clarification that the ordinance included in the packet was an amended ordinance and that the proposed amendments by Cooper and Dunne were to further amend the ordinance.¹

City Planner Abboud responded that he believed that it was originally at 100% but Ms. Cooper is recommending changing to a majority approval.

City Planner Abboud responded to Chair Venuti regarding submitting a recommendation of non-support of the ordinance but since the Borough has platting authority he was not sure how that would be effective. He would have to confer with the City Attorney on the best action and if it would be allowed to prohibit properties that are on the maintenance map from converting to a gated community. The city may be able to use that regulation.

Further comments by the commission and staff included the following:

- Proposed amendment reflected the 70% supermajority who have an interest of record
- Prohibit gated communities in Homer since it did not appear to reflect Homer values
- The Borough has platting authority over everything it would mean that the City would have to take that responsibility over.
- City regulations would be applied if a property was within city limits. The city could implement rules that would be recognized within the Borough subdivision rules.
- The term of snobbery when referencing gated communities was unfair as some of the residents in Homer that winter outside consider it a safer situation for their homes.
- residents can put a gate across there driveway or fence their property
- it would be unfair to disallow a property owner because they were out of state at the time or unavailable to sign a petition
- The 30% would not be required to pay for the services if they do not sign off on the HOA
- Keeping the 100% property owner participation was preferable since allowing even a supermajority as described in the ordinance would not allow the 30% the benefit of city (or borough) services
- Gated communities are very common in the Lower 48 in many states.
- Limiting gated communities to new development
- Lack of success for subdivisions in Homer
- The ability to care and preserve city infrastructure was a big concern
- Too divisive and not suitable for established neighborhoods

City Planner Abboud confirmed that the Commission's role tonight was to offer comment on the proposed ordinance and the City will have six months to create regulations within the city. He did not think the Borough will be concerned with the city infrastructure. He provided some process on the possibility of what would need to be done if someone wanted to create a gated community in the city.

Chair Venuti call for a recess at 8:11 p.m. to allow the Clerk to access and print off the prior memorandum for the Commission. The meeting was called back to order at 8:18 p.m. after the Commission reviewed the previous memorandum that was submitted to the Kenai Peninsula Borough Assembly regarding the proposed regulations in October 2019.

¹ Note for Clarification: KPB Ordinance 2019-24 was reference 25 substitute. Ms. Cooper and Mr. Dunne proposed amendments, if adopted, would amend the substitute ordinance.

Commissioner Petska-Rubalcava departed the meeting at 8:11 p.m. due to illness.

Chair Venuti requested recommendations from the Commission after review of the memorandum.

BENTZ/BOS MOVED TO DRAFT A NEW MEMORANDUM TO THE CITY COUNCIL INCLUDE PORTIONS OF THE PREVIOUS MEMORANDUM OUTLINING THE GENERAL CONCERNS OF THE CITY AND INCLUDE LANGUAGE REGARDING THE CONCERNS FOR THE PROPOSED AMENDMENTS.

There was a brief discussion on the necessity to copy the Borough Planning Commission.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

There was a brief discussion by the Commission and staff on the memorandum being drafted and ready for the Planning Commission review at the next meeting and then forwarded to Council in a timely manner to be submitted to the Borough by the deadline.

Commissioner Bentz suggested content for the memorandum as follows:

The Homer Planning Commission has concerns with the ordinance amendments related to:

- Percentage Requirements for owners of record when creating a gated community
 - o It is the recommendation of the Homer Planning Commission that it should be a 100% of record property owners before any vacation of public streets since having a 70/30 supermajority would deprive those owners of records who did not sign the petition, of city or borough services, even if those same record owners did not pay HOA fees.
- Significant issues with converting existing neighborhoods and properties into gated subdivisions and private streets
 - o Homer Planning Commission would pursue methods within municipal policy to reduce the capability of the conversion of public streets into private streets within city limits.
- In the event of a transition from a private, gated community to public
 - o Homer Planning Commission recommends including the reference to city requirements in tandem to KPB 20.80.020

There was no dissent expressed by the Commission on the recommendations as stated by Commissioner Bentz.



COASTAL BLUFF STABILITY MAPPING HOMER ALASKA

HOMER PLANNING COMMISSION MEETING
DECEMBER 4, 2019
JACQUELYN OVERBECK

STATE OF ALASKA DIVISION OF GEOLOGICAL & GEOPHYSICAL SURVEYS

ALASKA DGGS COASTAL HAZARDS MAPPING

Dept. Natural Resources, Division of Geological & Geophysical Surveys

Our mission: Determine the potential of Alaskan land for production of metals, minerals, fuels, and geothermal resources, the locations and supplies of groundwater and construction material, and the potential geologic hazards to buildings, roads, bridges, and other installations and structures (AS 41.08.020).

Coastal Hazards Program

Mapping, Monitoring, and Modeling Coastal Flood and Erosion Hazards



Mapping

Monitoring

Modeling

INTRODUCTION TO COASTAL SETBACK CODES

States around the US that participate in the federal Coastal Zone Management Act have developed a variety of ways to zone and code for coastal erosion threats:

- **Alabama**—regulations require a permit for (1) removing primary dune or beach sands and vegetation or otherwise altering the primary dune system, (2) constructing any new structure, or (3) making any substantial improvement to any existing structure on property between the mean high tide and the “construction control line.”
- **Delaware**—The building line is the state minimum setback requirement. It is defined in terms of certain distances, depending on the area, landward of a contour above the water line. It is set forth on maps the DNREC prepares with reference to a commonly used vertical datum.
- **Florida**—permit applications by forecasting the seasonal high-water line 30 years from the date of the permit application. Line of jurisdiction is the 50-foot setback line.
- **Georgia**—50-foot setback that applies to the upland component of the project as measured horizontally inland from the coastal marshland.
- **Hawaii**—generally establishes shoreline setbacks between 20 and 40 feet inland from the shoreline (mean high tide line).
- **Maryland**—100-foot setbacks from the mean high water line along tidal waters and tidal wetlands. In a “resource conservation area,” area characterized by nature-dominated environments (e.g., wetlands, forests, abandoned fields and resource-utilization activities), there is a 200-foot minimum setback.
- **And so on.** This information was taken from *Coastline Construction Restrictions* by Mark Randall and Hendrik deBoer, 2012.

STATE OF ALASKA DIVISION OF GEOLOGICAL & GEOPHYSICAL SURVEYS

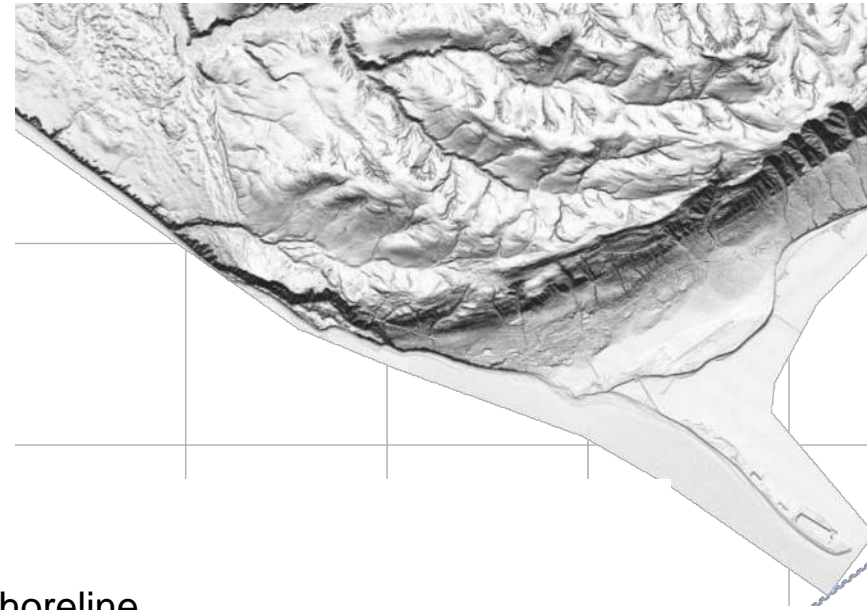
PROJECT DELIVERABLES

- **Summarized recommendations** for City code updates with a suite of options based on mapped features.
- **Coastal Bluff Stability Database**—alongshore gridded features, which will include all measurements considered in analysis (e.g. position of MHW shoreline, beach slope, bluff toe height, bluff slope, etc.)
- **Coastal Bluff Stability Map and Report**—map will show the linear feature of the coastal bluff stability database with features that show the stability of the bluff, while the report will be a user-guide to the map.



PROJECT SCOPE

- ✓ **Lidar oblique imagery**—DGGGS was able to collect lidar and oblique imagery in 2019 as a part of the landslide project.
 - ✓ **Establish NOAA Authoritative Tidal Datum**—NOAA's Office for Coastal Management funded the collection of an authoritative datum in 2018, which will be available for this work.
 - ✓ **Historical Shoreline Assessment**—City of Homer completed up to 2012 shoreline.
- Review existing policies for other coastal states.
 - Update shoreline change assessment with 2019 lidar-derived shoreline.
 - Sample lidar for alongshore coastal segments and delineate visual bluff stability features; compute coastal bluff stability metrics.
 - Compute correlations between bluff stability features and metrics.
 - Project Coordination! *Kick-off meeting*, project progress, and final meeting (open to public optional).



CONTACT INFORMATION

- Are there any preferences to paths for research coastal zoning methods?
- Are there any products that weren't discussed that need to be included?
- What is the capacity for the City of Homer to use GIS data?
- How does this project fit in with existing geospatial datasets?
- Next meeting might not be until next year.
- Who is the best contact for small questions to determine if they should be brought to the Planning Commission?

Contact

Jacquelyn Overbeck

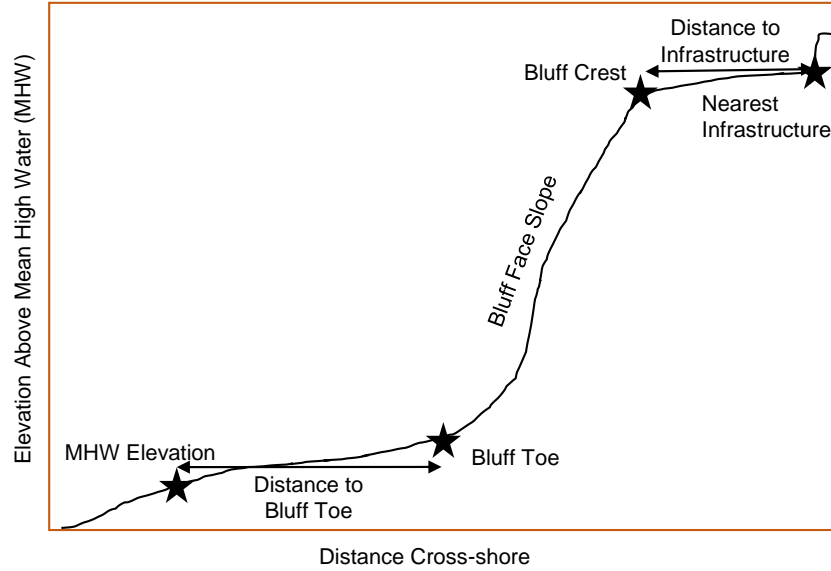
Coastal Hazards Program Manager

Phone: 907-451-5026

Email: jacquelyn.overbeck@alaska.gov



LIDAR FOR COASTAL MAPPING





City of Homer

www.cityofhomer-ak.gov

Planning

491 East Pioneer Avenue
Homer, Alaska 99603

Planning@ci.homer.ak.us

(p) 907-235-3106

(f) 907-235-3118

TO: Homer Advisory Planning Commission
FROM: Rick Abboud AICP, City Planner
DATE: January 15, 2020
SUBJECT: Staff Report 20-05 City Planner's Report

City Council 1/13/20

Ordinance 20-02, An Ordinance of the City Council of Homer, Alaska, Amending the Homer City Zoning Map to Rezone Lot 9 Tract A, Nils O Svedlund Subdivision Amended Excluding any Portion within Lot 9A Thomas Shelford Subdivision '68 Addition a Portion of the Residential Office (RO) Zoning District, to Central Business (CBD) Zoning District. Planning Commission. Recommended dates Introduction January 13, 2020, Public Hearing and Second Reading January 27, 2020

Ordinance 20-03, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code 21.70.040, Permit Terms to Require an As-Built Survey be submitted to the City Planner After Completion of any Building or Structure. Planning Commission. Recommended dates Introduction January 13, 2020, Public Hearing and Second Reading January 27, 2020

Ordinance 19-59, An Ordinance of the City Council of Homer, Alaska, Approving the Sale of the Homer Public Library Lot Located at 3713 Main Street and Authorizing the City Manager to Execute the Appropriate Documents to Dispose of the Lot. Venuti. Introduction December 9, 2019. Public Hearing and Second Reading January 13, 2020.

Resolution 20-008, A Resolution of the Homer City Council Designating Homer Spit Amended Lot 31, Known as Seafarer's Memorial, as Green Space and Adopting a Land Management Policy that Preserves Lot 31 for Wildlife and as a Natural Agent for Erosion Mitigation. Evensen. Recommend approval

Natural Hazards

Presentation this meeting

Work list

- Green Infrastructure –
- Medical district – on agenda
- Transportation plan – Memo to council
- ~~Permit requirements – forward commission recommendations to council~~
- Signs – ordinance turned in for attorney review **

City Council report sign up

1.13.20 Davis

1.27.20 Smith

2.10.20 Highland

2.14.20 Bos



City of Homer

www.cityofhomer-ak.gov

Planning

491 East Pioneer Avenue
Homer, Alaska 99603

Planning@ci.homer.ak.us

(p) 907-235-3106

(f) 907-235-3118

Staff Report 20-o8

TO: Homer Advisory Planning Commission
FROM: Rick Abboud, City Planner
DATE: January 15, 2020
SUBJECT: Conditional Use Permit (CUP) 20-03

Synopsis The applicant proposes to build two duplex style townhomes at 436 & 450 Soundview Avenue as a Townhouse Development. A Conditional Use Permit (CUP) is required per HCC 21.14.030(b).

Applicant: Jason Weisser
P.O. 2913
Homer, AK 99603

Location: 4155 Pennock Street
Parcel ID: 17511415 & 17511416
Size of Existing Lot: .23 acres/10,019 square feet each
Zoning Designation: Urban Residential District
Existing Land Use: Vacant and mobile home
Surrounding Land Use: North: vacant/residential
South: vacant/residential
East: residential
West: residential

Comprehensive Plan: Chapter 4 Land Use, Goal 1: Guide Homer's growth with a focus on increasing the supply and diversity of housing, protect community character, encouraging infill, and helping minimize global impacts of public facilities including limiting greenhouse gas emissions.

Wetland Status: No mapped wetlands.
Flood Plain Status: Not in a floodplain.
BCWPD: Not within the Bridge Creek Watershed Protection District
Utilities: Public utilities service the site.
Public Notice: Notice was sent to 59 property owners of 45 parcels as shown on the KPB tax assessor rolls.

ANALYSIS: "Townhouse" means a building on its own separate lot containing one dwelling unit that occupies space from the ground to the roof and is attached to one or more other townhouse dwelling units by at least one common wall.

The applicant is proposing to construct two duplexes as townhouse developments. The townhouses are all three-bedroom units. The unit proposed for 450 Soundview Ave. (lot 9) will have 1,414 square feet of living space with a one-car garage per unit. The proposed duplex at 436 Soundview (lot 10) will have 1,544 square feet of living space with a one-car garage per unit. The units will be divided along a shared common wall. The unit on lot 9 will face Wright Street.

Density: In the Urban Residential District (UR), density is not restricted other than lots having a minimum size of 7,500 square feet.

Parking: 2 parking spaces are required for each unit and this proposal displays required spaces.

Impervious: The units on lot 9 would create approximately 3,749 square feet of impervious surface, or 37% of the lot coverage. The unit found on lot 10 would create approximately 4,539 square feet of impervious surface, or 45% of the lot coverage. The project requires a level one site plan and is subject to the level one site development standards. The proposal creates less than 25,000 square feet of impervious surface and the development activities do not trigger a Stormwater Plan.

The criteria for granting a Conditional Use Permit is set forth in HCC 21.71.030, Review criteria, and establishes the following conditions:

a. The applicable code authorizes each proposed use and structure by conditional use permit in that zoning district;

Analysis: The Urban Residential zoning district allows for townhouse development as a conditional use, per HCC 21.14.030(b) and HCC 21.53.010.

Finding 1: Townhouse developments may be authorized with an approved conditional use permit in the Urban Residential District.

b. The proposed use(s) and structure(s) are compatible with the purpose of the zoning district in which the lot is located.

Residential Office District purpose: The Urban Residential District is primarily intended to provide a sound environment for medium-density residential occupancy including single-family, duplex and low-rise multiple-family dwellings of various types and designs and other compatible uses as provided in this chapter.

Finding 2: The proposal is compatible with the purpose of the district by meeting density requirements while providing residential development.

c. The value of the adjoining property will not be negatively affected greater than that anticipated from other permitted or conditionally permitted uses in this district.

Analysis: Other allowed uses in this district, such as an apartment building, hospital, or school could dominate the site in terms of bulk, height, and intensity more so than this proposal.

Finding 3: The value of adjoining property will not be negatively affected greater than other permitted or conditionally permitted uses.

d. The proposal is compatible with existing uses of surrounding land.

Analysis: The impact of duplex style townhouses is no more than that of traditional duplexes, which are permitted uses.

Finding 4: The proposal is compatible with the existing uses of surrounding land.

e. Public services and facilities are or will be, prior to occupancy, adequate to serve the proposed use and structure.

Finding 5: Existing public, water, sewer, and fire services are adequate to serve the proposed development.

f. Considering harmony in scale, bulk, coverage and density, generation of traffic, the nature and intensity of the proposed use, and other relevant effects, the proposal will not cause undue harmful effect upon desirable neighborhood character.

Analysis: Two duplex style townhouses have the same impact as traditional duplexes, which are permitted outright in the urban residential district.

Finding 6: Considering harmony in scale, bulk, coverage and density, generation of traffic, the nature and intensity of the proposed use, and other relevant effects, the proposal will not cause undue harmful effect upon desirable neighborhood character.

g. The proposal will not be unduly detrimental to the health, safety or welfare of the surrounding area or the city as a whole.

Analysis: The permitting process will require the applicant to meet Federal, State and local standards.

Finding 7: The proposal will not be unduly detrimental to the health, safety or welfare of the surrounding area and the city as a whole when all applicable standards are met as required by city code.

h. The proposal does or will comply with the applicable regulations and conditions specified in this title for such use.

Analysis: No relief from code is sought from the applicant. All known applicable regulations will be addressed through the permitting process.

Finding 8: The proposal will comply with applicable regulations.

i. The proposal is not contrary to the applicable land use goals and objectives of the Comprehensive Plan.

Analysis: This proposal promotes Land Use Goal 1: by providing infill in a location with existing road, water, and sewer infrastructure.

Finding 9: The proposal does not appear to contradict any applicable land use goals and objectives of the Comprehensive Plan. The proposal aligns Goal 1 and no evidence has been found that it is contrary to the applicable land use goals and objects of the Comprehensive Plan.

j. The proposal will comply with the applicable provisions of the Community Design Manual (CDM).

Analysis: The Outdoor Lighting section of the Community Design Manual is applicable. This section encourages outdoor lighting sources to be hidden from public view, to avoid excessive light throw, and to be downward directional lighting.

Condition 1: Outdoor lighting must be downward directional and must not produce light trespass or glare per the CDM and HCC 21.59.030.

Finding 10: Condition 1 will assure that the proposal complies with level one lighting standards and the Community Design Manual

HCC 21.71.040(b). b. In approving a conditional use, the Commission may impose such conditions on the use as may be deemed necessary to ensure the proposal does and will continue to satisfy the applicable review criteria. Such conditions may include, but are not limited to, one or more of the following:

- 1. Special yards and spaces:** No specific conditions deemed necessary
- 2. Fences and walls:** No specific conditions deemed necessary.
- 3. Surfacing of parking areas:** No specific conditions deemed necessary.
- 4. Street and road dedications and improvements:** No specific conditions deemed necessary.
- 5. Control of points of vehicular ingress and egress:** No specific conditions deemed necessary.
- 6. Special provisions on signs:** No specific conditions deemed necessary.
- 7. Landscaping:** No specific conditions deemed necessary.

8. Maintenance of the grounds, building, or structures: No specific conditions deemed necessary.

9. Control of noise, vibration, odors or other similar nuisances: No specific conditions deemed necessary.

10. Limitation of time for certain activities: No specific conditions deemed necessary.

11. A time period within which the proposed use shall be developed: No specific conditions deemed necessary.

12. A limit on total duration of use: No specific conditions deemed necessary.

13. More stringent dimensional requirements, such as lot area or dimensions, setbacks, and building height limitations. Dimensional requirements may be made more lenient by conditional use permit only when such relaxation is authorized by other provisions of the zoning code. Dimensional requirements may not be altered by conditional use permit when and to the extent other provisions of the zoning code expressly prohibit such alterations by conditional use permit.

14. Other conditions necessary to protect the interests of the community and surrounding area, or to protect the health, safety, or welfare of persons residing or working in the vicinity of the subject lot.

Review of HCC 21.53.010 Standards for townhouses.

In zoning districts where townhouses may be conditionally permitted, a conditional use permit for a townhouse may be approved by the Commission if the following requirements are met:

a. The proposed development satisfies all criteria for approval of a conditional use permit.

Staff: Condition is met with approval of CUP

b. A detailed development plan is submitted with the application for a conditional use, including a site plan drawn to scale. The site plan shall include but shall not be limited to the topography and drainage of the proposed site, the location of all buildings and structures on the site, courts and open space areas, circulation patterns, ingress and egress points, parking areas (including the total number of parking spaces provided) and a general floor plan of the main buildings, together with other such information as the Commission shall require.

Staff: Submitted

c. Not more than six contiguous townhouses shall be built in a row with the same or approximately the same front line and not more than 12 townhouses shall be contiguous.

Staff: Only two townhouse units are proposed.

d. No townhouse project shall be located any closer than 600 feet to another townhouse project unless otherwise approved by the Commission.

Staff: In consideration of the proposed duplex style, the two projects are not expected to introduce any additional negative externalities than would be realized from traditional duplex development which is a permitted use of the UR district.

e. No portion of a townhouse or accessory structure in, or related to, one group of contiguous townhouses shall be closer than 15 feet to any portion of another townhouse (or accessory structure related to another townhouse group), or to any building outside the townhouse project.

Staff: All proposed structures meet the requirement.

f. Minimum lot width for each townhouse unit is 24 feet.

Staff: The proposal meets the requirement.

g. Minimum lot area for each townhouse unit shall be as follows:

1. For a two-unit townhouse, 4,000 square feet lot area per unit;

Staff: Each proposed townhouse unit has approximately 5,000 square feet.

2. For a three-unit townhouse, 3,000 square feet lot area per unit;

Staff: N/A

3. For a four-unit or greater townhouse, 2,000 square feet lot area per unit.

Staff: N/A

h. Each townhouse unit shall have a total yard area containing at least 1,000 square feet. Such total yard area may be reduced to 500 square feet per unit if 500 square feet of common open or common recreational area, not including parking spaces, is provided for each unit. Such yard area shall be reasonably secluded from view from streets and not used for off-street parking or for any accessory building.

Staff: The yard space for the units on lot 9 is 2,600 square feet and those on lot 10 are 2,700 square feet.

i. Grouping of parking spaces is desirable; provided, that spaces intended for a particular unit are no more than 100 feet from the unit. On minor streets, use of the right-of-way may be permitted for maneuvering incidental to parking that will facilitate snow removal. On collector and arterial streets, maneuvering incidental to parking shall not be permitted.

Staff: The proposal meets the requirement

j. Visibility at Intersections. At all intersections of private drives, including such drives and access routes on adjacent property, and at the intersection of any private drive or entrance or exit for a common parking area with a public street, visibility clearance shall be maintained according to HCC 21.73.200.

Staff: The proposal meets the requirement

k. Minimum setbacks for all townhouse buildings shall be the setback requirements of the zoning district within which it is located.

Staff: The proposal meets these requirement

l. Maximum building height shall not exceed 25 feet.

Staff: The proposal meets the requirement

m. All party walls shall adhere to fire safety standards as established by the State Fire Marshal.

Staff: Fire Marshall approval is required prior to issuance of a zoning permit.

n. All townhouse developments shall be constructed in compliance with all applicable State statutes then in effect.

Staff: The project must comply with all applicable regulations per zoning requirements.

o. All areas not devoted to buildings, drives, walks, parking areas or other authorized improvements shall be covered with one or more of the following: lawn grass, natural or ornamental shrubbery or trees.

Staff: The proposal meets the requirement

p. All roadways, fire lanes or areas for maneuvering incidental to parking (not to include designated commonly held open space or recreation areas) shall be a minimum of 22 feet in width. No vehicular parking shall be allowed in the aforementioned areas.

Staff: N/A

q. The standards set forth in this section are in addition to the general standards for a conditional use permit. In the event of conflict, the stricter standard shall control.

PUBLIC WORKS COMMENTS: A water sewer easement will need to be created on property of lot 9 to provide separate water and sewer services to Unit A.

FIRE DEPARTMENT COMMENTS: None

PUBLIC COMMENTS: None

STAFF COMMENTS/RECOMMENDATIONS:

Planning Commission approve CUP 19-08 with findings 1-10 and the following conditions:

Condition 1: Outdoor lighting must be downward directional and must not produce light trespass or glare per the CDM and HCC 21.59.030.

Attachments

Site photographs

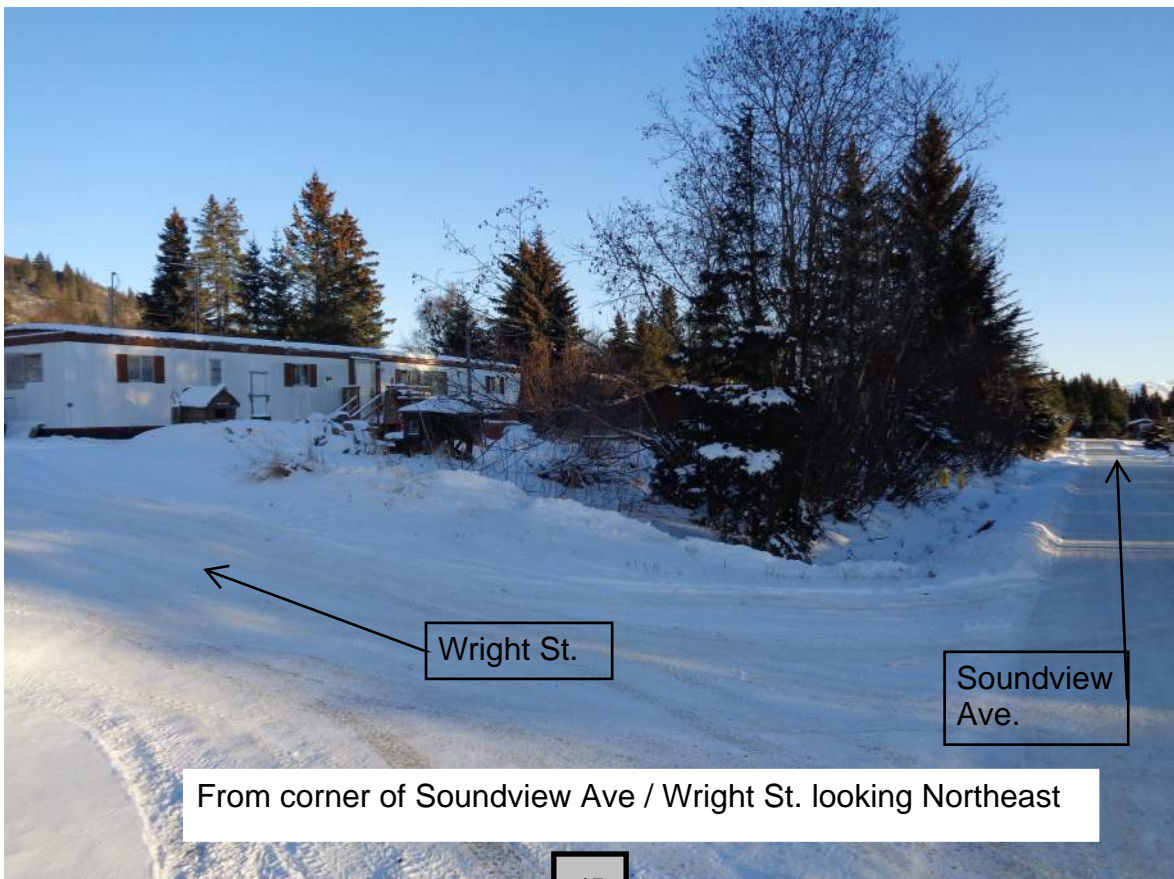
Application

Public Notice

Aerial Photograph



From Soundview Ave. looking North up Wright St.



From corner of Soundview Ave / Wright St. looking Northeast



City of Homer

www.cityofhomer-ak.gov

Planning

491 East Pioneer Avenue
Homer, Alaska 99603

Planning@ci.homer.ak.us

(p) 907-235-3106

(f) 907-235-3118

Applicant

Name: Jason Weissner Telephone No.: 907-399-8081

Address: P.O. Box 2913 Homer AK 99603 Email: Jason.weissner@jgc.net

Property Owner (if different than the applicant):

Name: _____ Telephone No.: _____

Address: _____ Email: _____

PROPERTY INFORMATION:

Address: 436 Sandvick Ave Lot Size: 23 acres KPB Tax ID # 17511415

Legal Description of Property: Homer Enterprises Inc Sub Lot 10 Blk 2

For staff use:

Date: 12/16/19 Fee submittal: Amount: \$200

Received by: TPB Date application accepted as complete: _____

Planning Commission Public Hearing Date: _____

Conditional Use Permit Application Requirements:

1. A Site Plan
2. Right of Way Access Plan
3. Parking Plan
4. A map showing neighboring lots and a narrative description of the existing uses of all neighboring lots. (Planning can provide a blank map for you to fill in).
5. Completed Application Form
6. Payment of application fee (nonrefundable)
7. Any other information required by code or staff, to review your project

Circle Your Zoning District

	RR	UR	RO	CBD	TCD	GBD	GC1	GC2	MC	MI	EEMU	BCWPD
Level 1 Site Plan	x	x	x			x			x			x
Level 1 ROW Access Plan	x	x							x			
Level 1 Site Development Standards	x	x										
Level 1 Lighting			x	x	x	x	x	x	x	x	x	
Level 2 Site Plan			x	x	x		x	x		x	x	
Level 2 ROW Access Plan			x	x	x		x	x		x	x	
Level 2 Site Development Standards			x*	x	x	x	x	x			x	
Level 3 Site Development Standards									x	x		
Level 3 ROW Access Plan						x						
DAP/SWP questionnaire				x	x	x	x	x			x	

Circle applicable permits. Planning staff will be glad to assist with these questions.

- Y/N ☒ Are you building or remodeling a commercial structure, or multifamily building with more than 3 apartments? If yes, Fire Marshal Certification is required. Status: _____
- Y/N ☒ Will your development trigger a Development Activity Plan?
Application Status: _____
- Y/N ☒ Will your development trigger a Storm water Plan?
Application Status: _____
- Y/N ☒ Does your site contain wetlands? If yes, Army Corps of Engineers Wetlands Permit is required. Application Status: _____
- Y/N ☒ Is your development in a floodplain? If yes, a Flood Development Permit is required.
- Y/N Does your project trigger a Community Design Manual review?
If yes, complete the design review application form. The Community Design Manual is online at: <http://www.ci.homer.ak.us/documentsandforms>
- Y/N ☒ Do you need a traffic impact analysis?
- Y/N ☒ Are there any nonconforming uses or structures on the property?
- Y/N Have they been formally accepted by the Homer Advisory Planning Commission?
- Y/N Do you have a state or city driveway permit? Status: _____
- Y/N Do you have active City water and sewer permits? Status: _____

1. Currently, how is the property used? Are there buildings on the property? How many square feet? Uses within the building(s)?

Vacant Land

2. What is the proposed use of the property? How do you intend to develop the property? (Attach additional sheet if needed. Provide as much information as possible).

residential Home/town Home
we propose to build a Duplex on the lot and
then subdivide the lot to be able to sell
each side individually creating a zero lot line
project

- a. What code citation authorizes each proposed use and structure by conditional use permit?

21.14.030 (b)

- b. Describe how the proposed uses(s) and structures(s) are compatible with the purpose of the zoning district.

Zoning is ok with single or multi family structures

- c. How will your proposed project affect adjoining property values?

Increase, New Residential construction

- d. How is your proposal compatible with existing uses of the surrounding land?

surrounding land is residential. same as proposed

- e. Are/will public services adequate to serve the proposed uses and structures?

yes. water. sewer. Natural gas. power

- f. How will the development affect the harmony in scale, bulk, coverage and density upon the desirable neighborhood character, and will the generation of traffic and the capacity of surrounding streets and roads be negatively affected?

No Negative effects

- g. Will your proposal be detrimental to the health, safety or welfare of the surrounding area or the city as a whole?

NO

- h. How does your project relate to the goals of the Comprehensive Plan?

The Comprehensive Plan are online,

Chapter 4 Goal #1. Increasing density

- i. The Planning Commission may require you to make some special improvements. Are you planning on doing any of the following, or do you have suggestions on special improvements you would be willing to make? (**circle each answer**)

1. ☒ Y/☐ N Special yards and spaces.
2. ☒ Y/☐ N Fences, walls and screening.
3. ☒ Y/☐ N Surfacing of parking areas.
4. ☒ Y/☐ N Street and road dedications and improvements (or bonds).
5. ☒ Y/☐ N Control of points of vehicular ingress & egress.
6. ☒ Y/☐ N Special provisions on signs.
7. ☒ Y/☐ N Landscaping.
8. ☒ Y/☐ N Maintenance of the grounds, buildings, or structures.

9. ☒ Y ☐ N Control of noise, vibration, odors, lighting, heat, glare, water and solid waste pollution, dangerous materials, material and equipment storage, or other similar nuisances.
10. ☒ Y ☐ N Time for certain activities. 7:00 am - 5:00 pm Construction
11. ☒ Y ☐ N A time period within which the proposed use shall be developed.
12. ☒ Y ☐ N A limit on total duration of use.
13. ☒ Y ☐ N Special dimensional requirements such as lot area, setbacks, building height.
14. ☒ Y ☐ N Other conditions deemed necessary to protect the interest of the community.

PARKING

1. How many parking spaces are required for your development? 4

If more than 24 spaces are required see HCC 21.50.030(f)(1)(b). 4

2. How many spaces are shown on your parking plan? 4

3. Are you requesting any reductions? _____

Include a site plan, drawn to a scale of not less than 1" = 20' which shows existing and proposed structures, clearing, fill, vegetation and drainage.

I hereby certify that the above statements and other information submitted are true and accurate to the best of my knowledge, and that I, as applicant, have the following legal interest in the property:

CIRCLE ONE: Owner of record Lessee Contract purchaser

Applicant signature: [Signature] Date: 12/16/2016

Property Owner's signature: [Signature] Date: 12/16/2016



City of Homer

www.cityofhomer-ak.gov

Planning

491 East Pioneer Avenue
Homer, Alaska 99603

Planning@ci.homer.ak.us

(p) 907-235-3106

(f) 907-235-3118

Applicant

Name: Jason Weissar Telephone No.: 907-399-8081
Address: P.O. Box 2913 Homer AK 99603 Email: Jasonweissar@gsi.net

Property Owner (if different than the applicant):

Name: _____ Telephone No.: _____
Address: _____ Email: _____

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Circle Your Zoning District

	RR	UR	RO	CBD	TCD	GBD	GC1	GC2	MC	MI	EEMU	BCWPD
Level 1 Site Plan	x	x	x			x			x			x
Level 1 ROW Access Plan	x	x							x			
Level 1 Site Development Standards	x	x										
Level 1 Lighting			x	x	x	x	x	x	x	x	x	
Level 2 Site Plan			x	x	x		x	x		x	x	
Level 2 ROW Access Plan			x	x	x		x	x		x	x	
Level 2 Site Development Standards			x*	x	x	x	x	x			x	
Level 3 Site Development Standards									x	x		
Level 3 ROW Access Plan						x						
DAP/SWP questionnaire				x	x	x	x	x			x	

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trail home (mobile home) to be removed

2. What is the proposed use of the property? How do you intend to develop the property? (Attach additional sheet if needed. Provide as much information as possible).

residential home/town home
we propose to build a duplex on the lot
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CIRCLE ONE:

Owner of record

Lessee

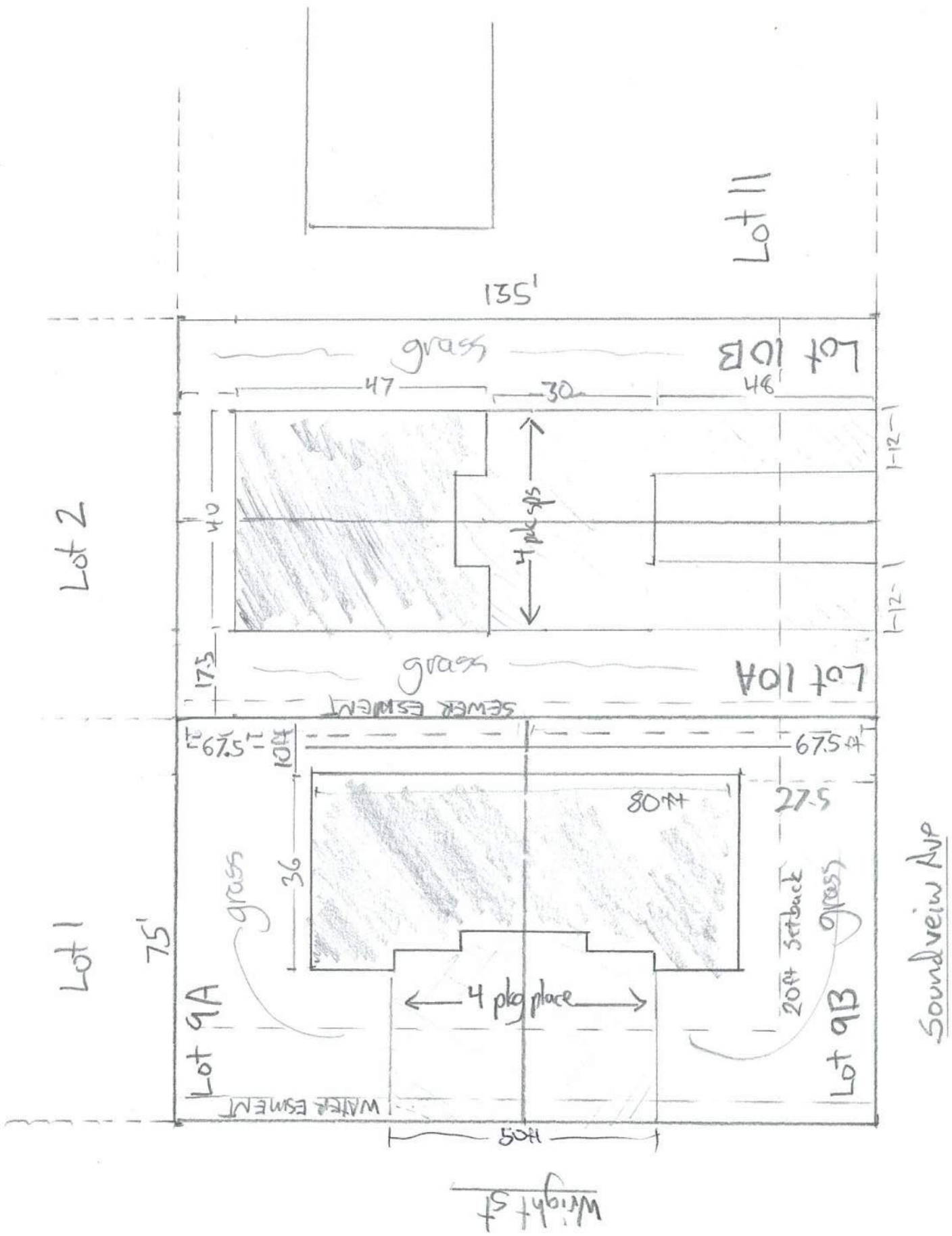
Contract purchaser

Applicant signature: _____

Date: 12/16/2014

Property Owner's signature: _____

Date: 12/16/2014

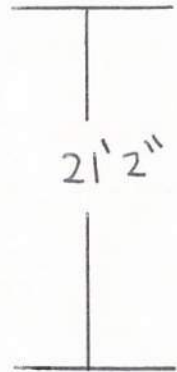


REVISIONS			
Number	Date	Revised By	Description

3D VIEWS ARE NOT TO SCALE AND MAY NOT REFLECT EXACTLY WHAT IS AVAILABLE FOR THE PROJECT. RENDER VIEWS ARE REPRESENTATIONS OF WHAT THE VIEW COULD LOOK LIKE, NOT WHAT IT WILL LOOK LIKE. 2D VIEWS ALWAYS SUPERCEDE 3D VIEWS



Total Height
From Grade



PER UNIT
1414 SQ.FT.
3 BEDROOM
2 BATH
SINGLE CAR
GARAGE
PATIO

NOTE:
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~~3884~~ WRIGHT STREET

Lot 9

DELICATE BALANCE
RESIDENTIAL DESIGN & DRAFTING
NINA BURKHOLDER
ninab99603@gmail.com 907-235-2631 or 907-599-0226

LICENSE NUMBER:	
1078679	
NEW HOME PLANS FOR:	
WEISSER WRIGHT ST DUPLEX	
CLIENT EMAIL:	CELL PHONE:
PHONE:	

PAGE TITLE:
3D WATERCOLOR RENDERING

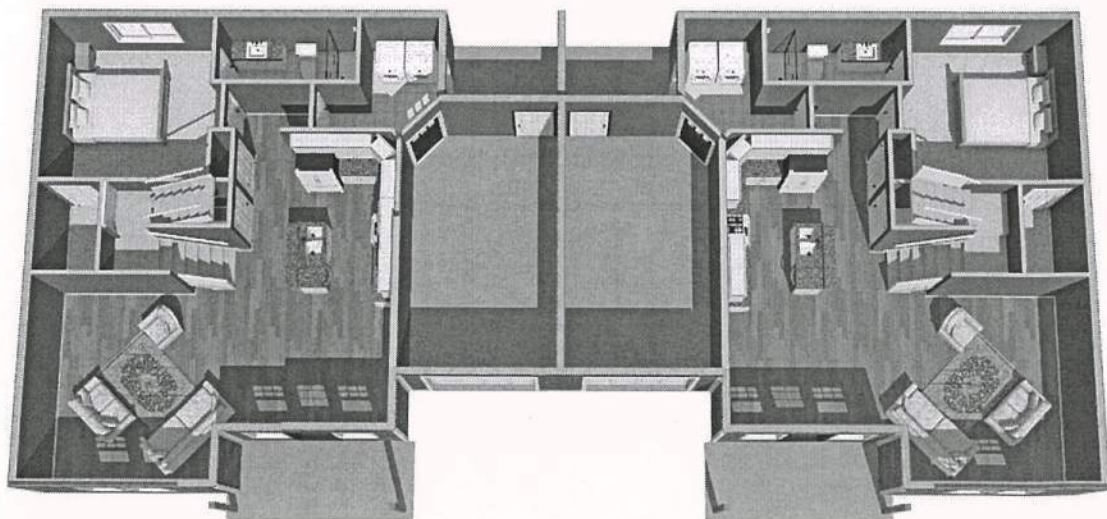
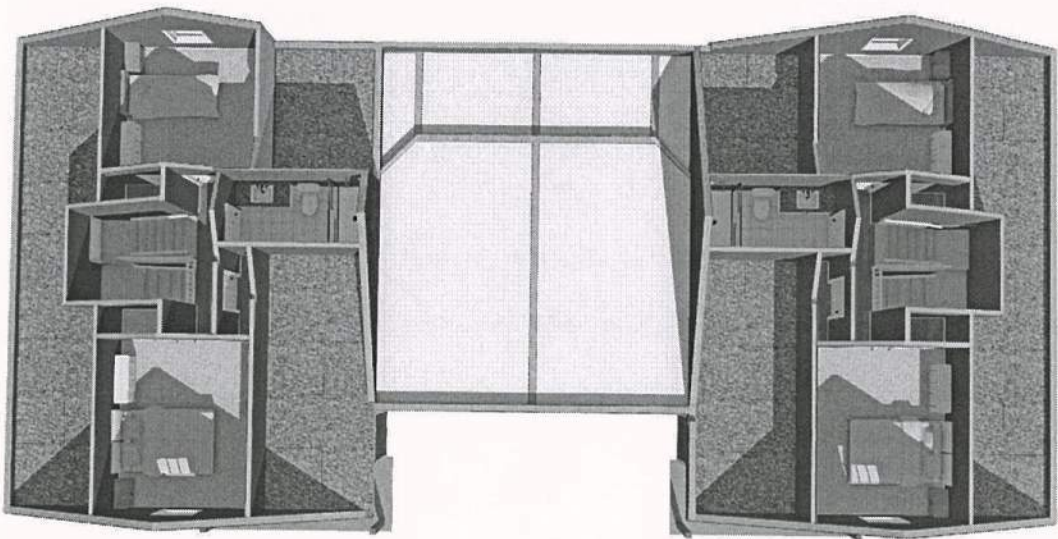
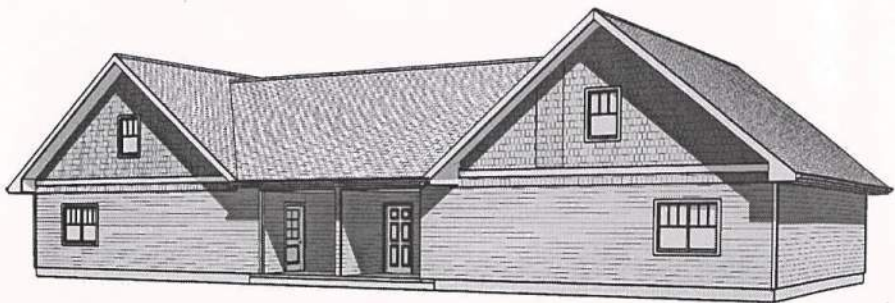
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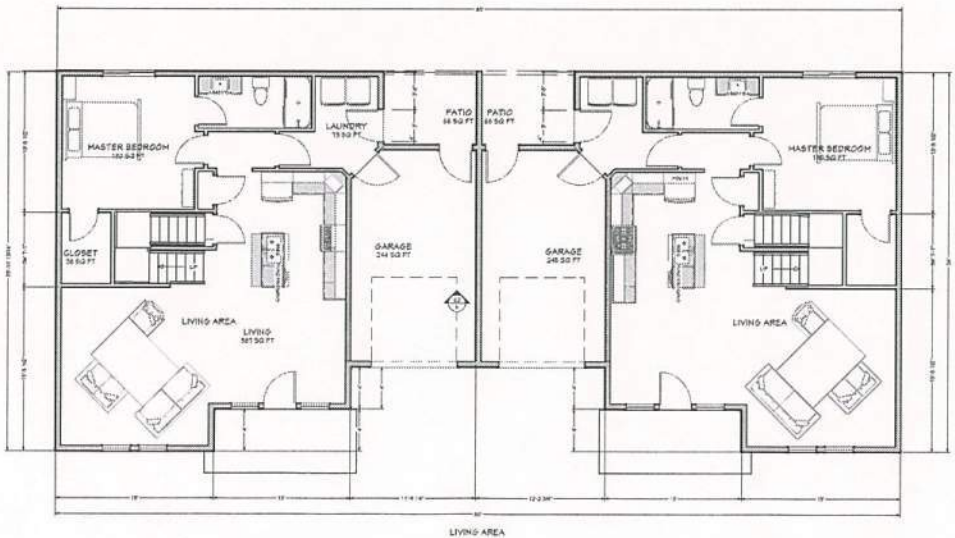
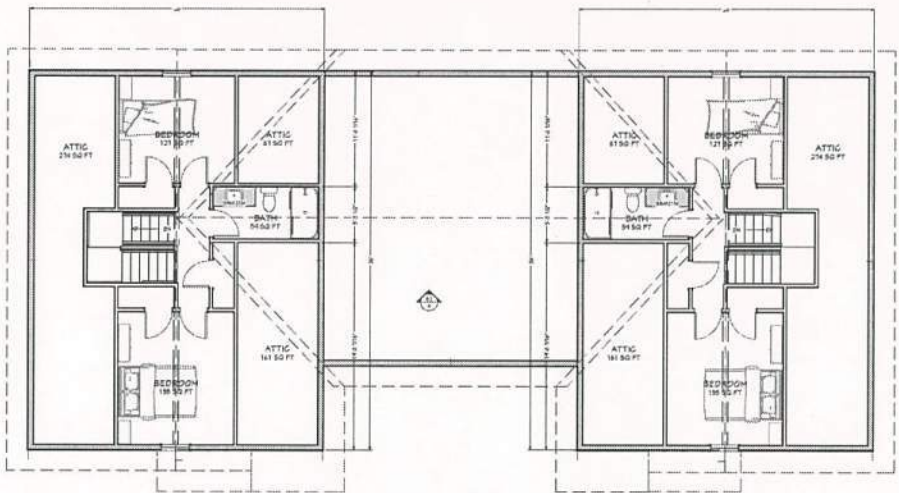
PLAN INDEX	
PAGE	PAGE TITLE
1	Project Overview
2	General Notes, Code Info, Symbols, Keys
3	Plot Plan, Survey, Mapping (Plan Footprint)
4	As-Built Versus New (Demo Plan)
5	Exterior Elevations
6	Exterior Elevations



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WHAT IT WILL LOOK LIKE.
2D VIEWS ALWAYS
SUPERCEDE 3D VIEWS



NO SCALE

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ninas99603@gmail.com 907-235-2631 or 907-599-0226

LICENSE NUMBER:
1078679

NEW HOME PLANS FOR:
WEISSER WRIGHT SI
DUPLEX
1 1
CLIENT EMAIL:
PHONE:
CELL PHONE:

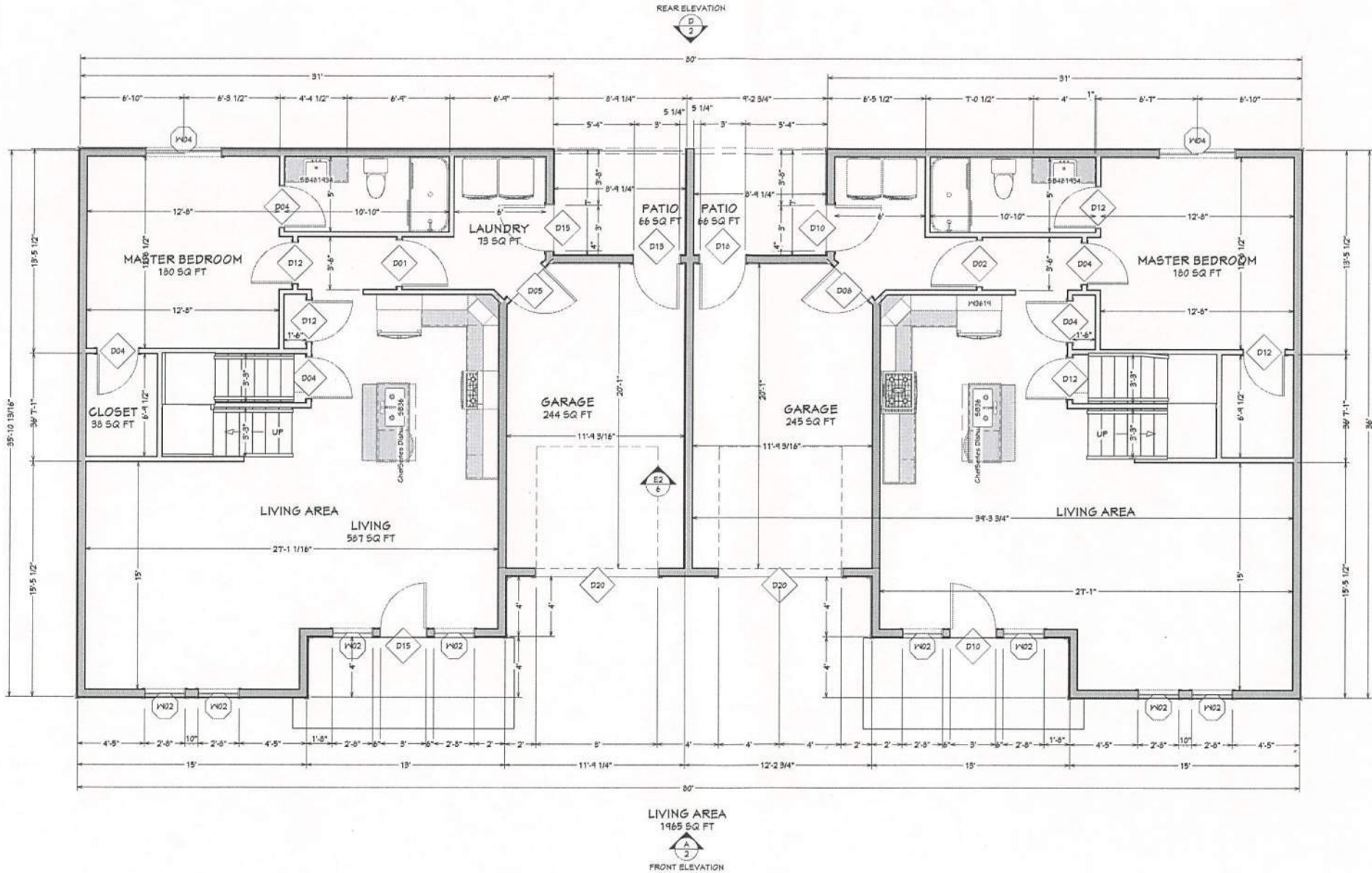
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PROJECT OVERVIEW

DATE:
11/15/2019

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SHEET #:
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RESIDENTIAL DESIGN & DRAFTING
NINA BURKHOLDER
nina@delicatebalance.com 907-235-2631 or 907-599-0226

NEW HOME PLANS FOR:
WEISSER WRIGHT ST DUPLEX
11
LICENSE NUMBER: 1078679
CLIENT EMAIL: CELL PHONE:

PAGE TITLE:
1ST FLOOR PLAN
DATE: 11/15/2019
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SHEET #: 3

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LICENSE NUMBER:
1078679

NEW HOME PLANS FOR:
WEISSER WRIGHT ST
DUPLEX

CLIENT EMAIL:	CELL PHONE:
PHONE:	

PAGE TITLE:

2ND FLOOR PLAN

DATE:
1/15/2019

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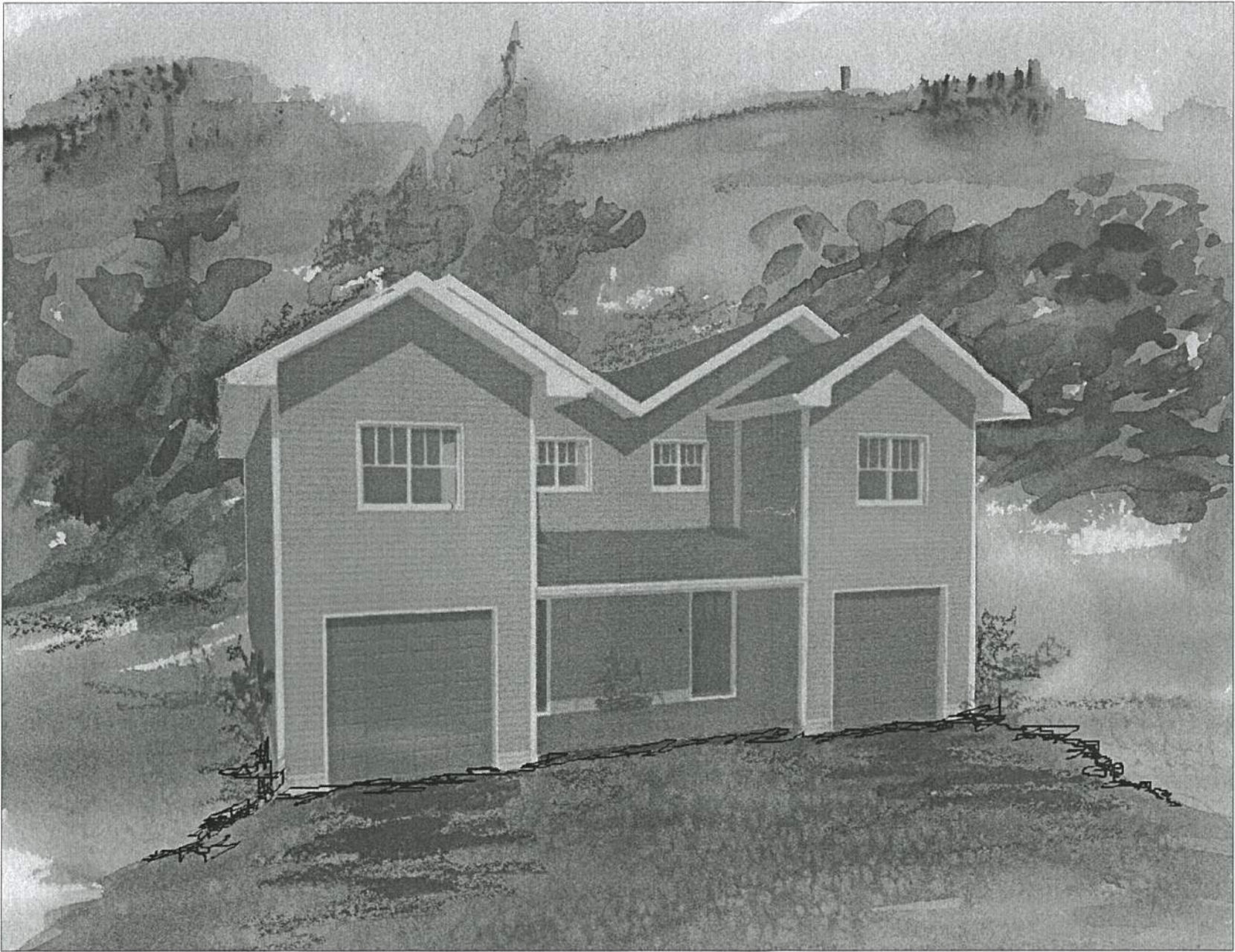
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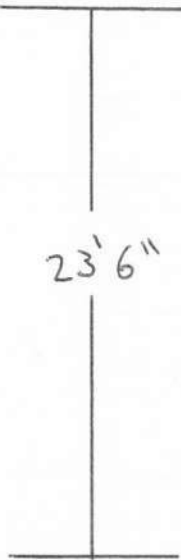
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Total Height
from grade



23'6"

436 SOUNDVEIW-HOMER AK
3 BEDROOM 2 & 1/2 BATHS
PER UNIT.
GARAGE=236 SQ.FT.
LIVING SPACE=1544 SQ.FT

DELICATE BALANCE
RESIDENTIAL DESIGN & DRAFTING
NINA BURKHOLDER
ninas99603@gmail.com 907-235-2631 or 907-599-0226

LICENSE NUMBER:
1078679

NEW HOME PLANS FOR:
JESSICA PROPERTY
DUPLEX
436 SOUNDVEIW HOMER AK
CLIENT EMAIL:
PHONE:
CELL PHONE:

PAGE TITLE:
COVER PAGE

DATE:
12/16/2019

SCALE:

SHEET #:

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NOTED SCALE BY 50%

Lot 10

PLAN INDEX	
PAGE	PAGE TITLE
1	Project Overview
2	General Notes, Code Info, Symbols, Keys
3	Exterior Elevations
5	Architectural Plan, Floor 1
6	Architectural Plan, Floor 2

REVISIONS			
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LICENSE NUMBER:
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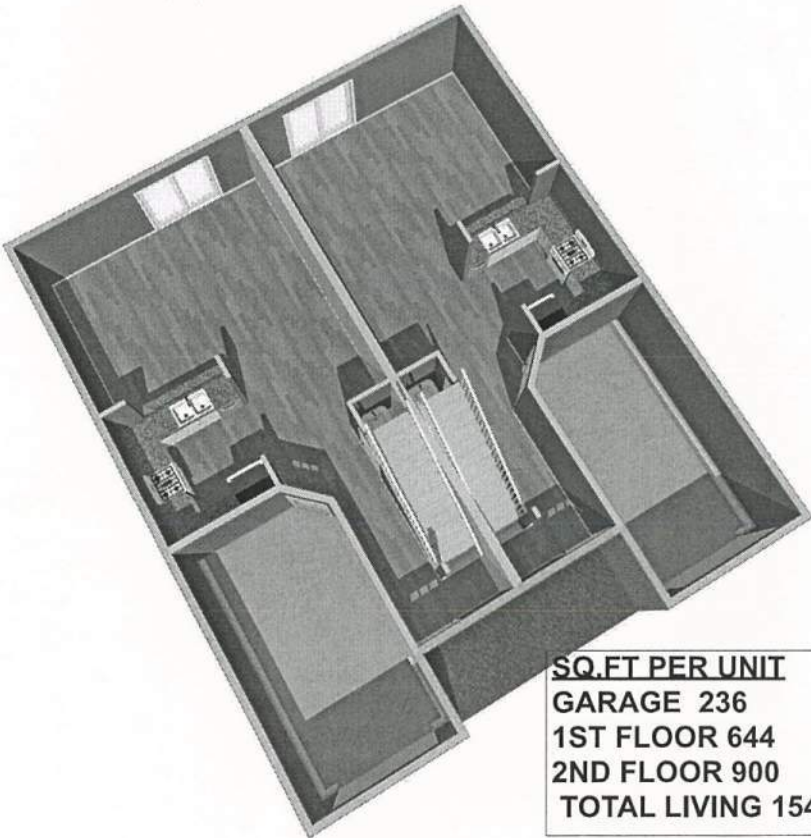
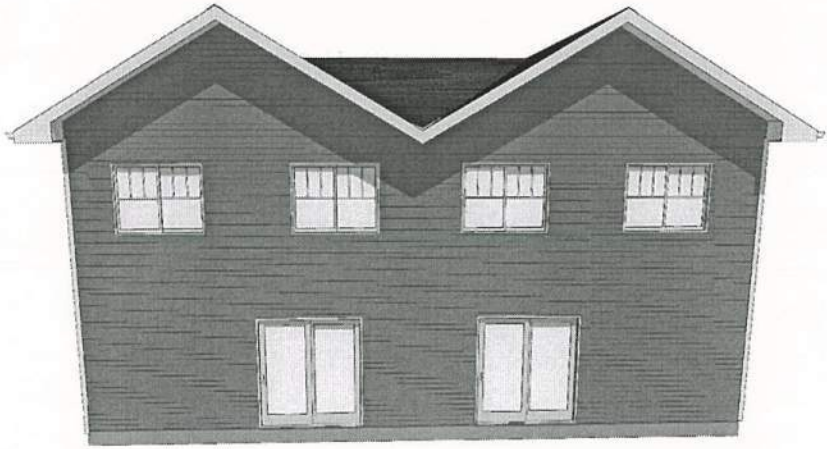
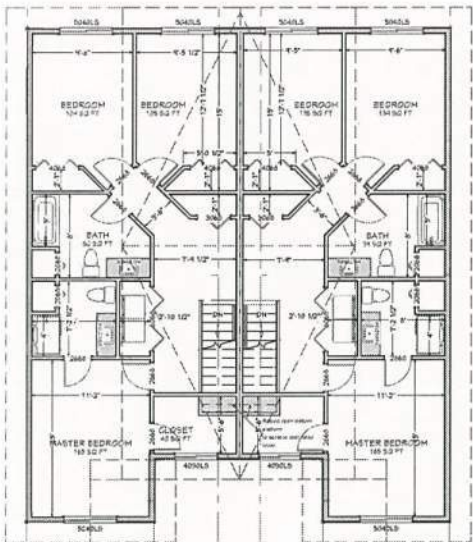
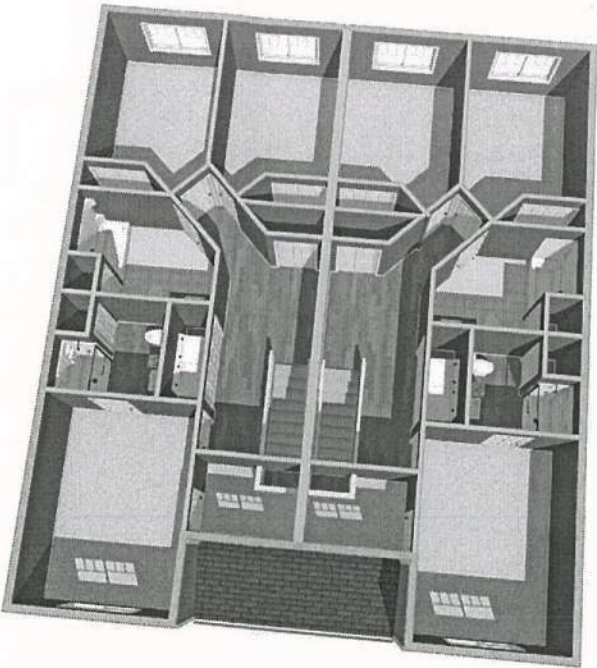
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JESSICA PROPERTY
DUPLEX
436 SOUNDVIEW HOMER AK
CLIENT EMAIL:
PHONE:
CELL PHONE:

PAGE TITLE:
Project Overview

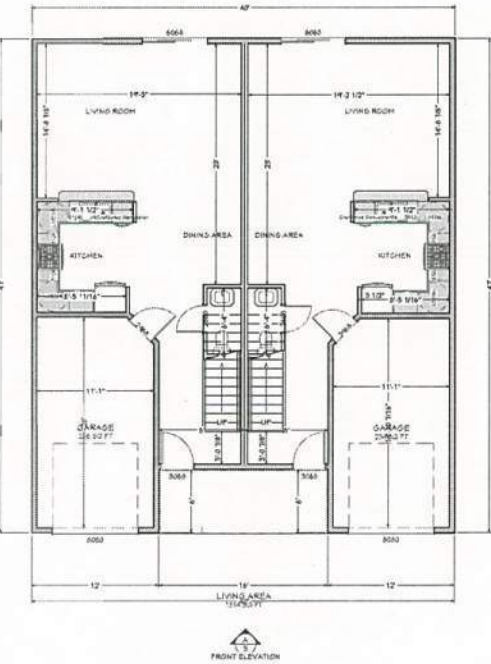
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12/16/2019

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SHEET #:
1



SQ.FT PER UNIT
GARAGE 236
1ST FLOOR 644
2ND FLOOR 900
TOTAL LIVING 1544



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NEW HOME PLANS FOR:
JESSICA PROPERTY
DUPLEX
436 SOUNDVIEW HOMER AK
CLIENT EMAIL:
PHONE:
CELL PHONE:

PAGE TITLE:
Architectural Plan, Floor 1

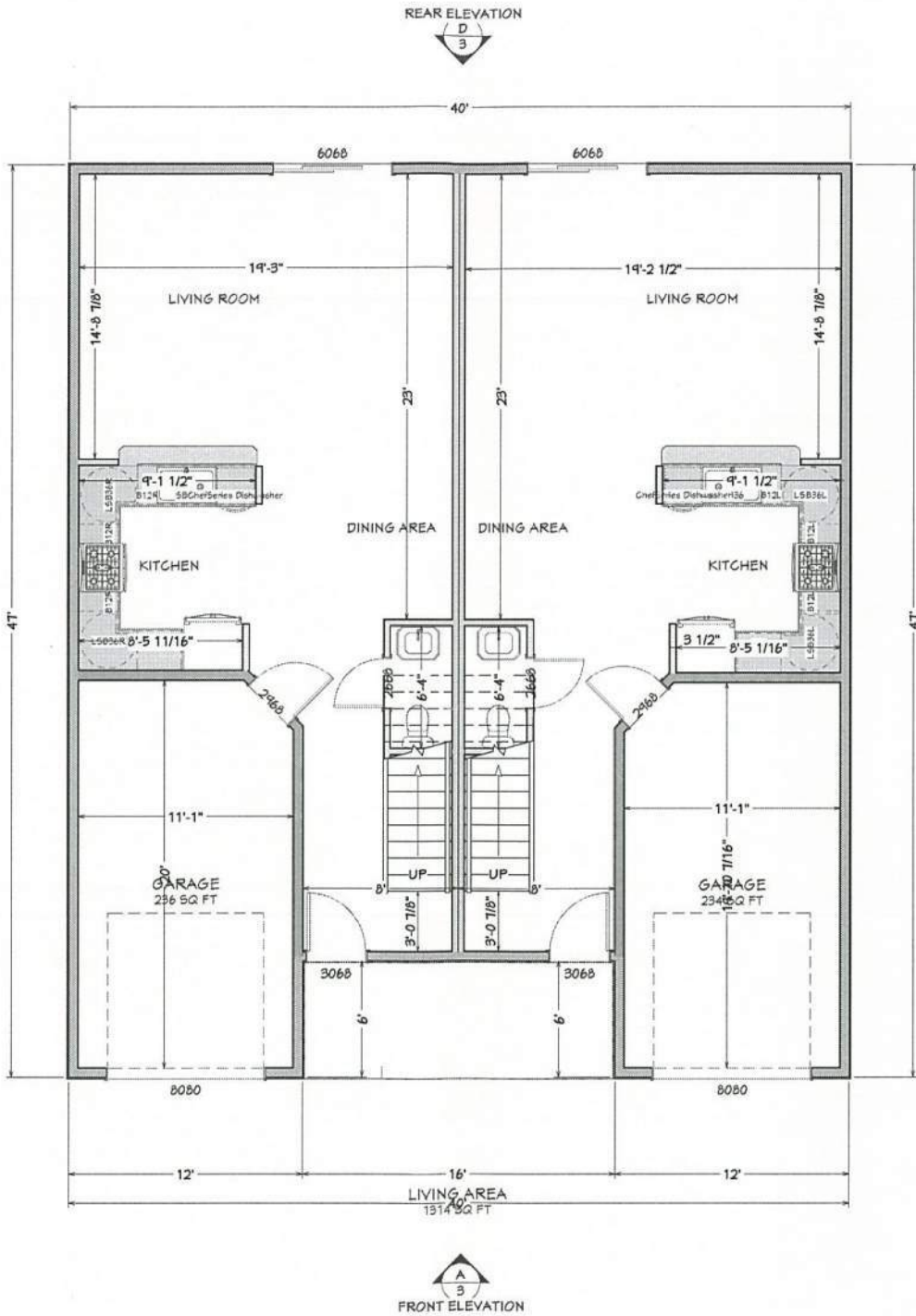
DATE:
12/16/2019

SCALE:
1/4" = 1'0"

SHEET #:
5

LEFT ELEVATION
D
3

RIGHT ELEVATION
D
3



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NEW HOME PLANS FOR:
**JESSICA PROPERTY
DUPLEX**
436 SOUNDVIEW HOMER AK
CLIENT EMAIL:
PHONE:
CELL PHONE:

PAGE TITLE:
Architectural Plan, Floor 2

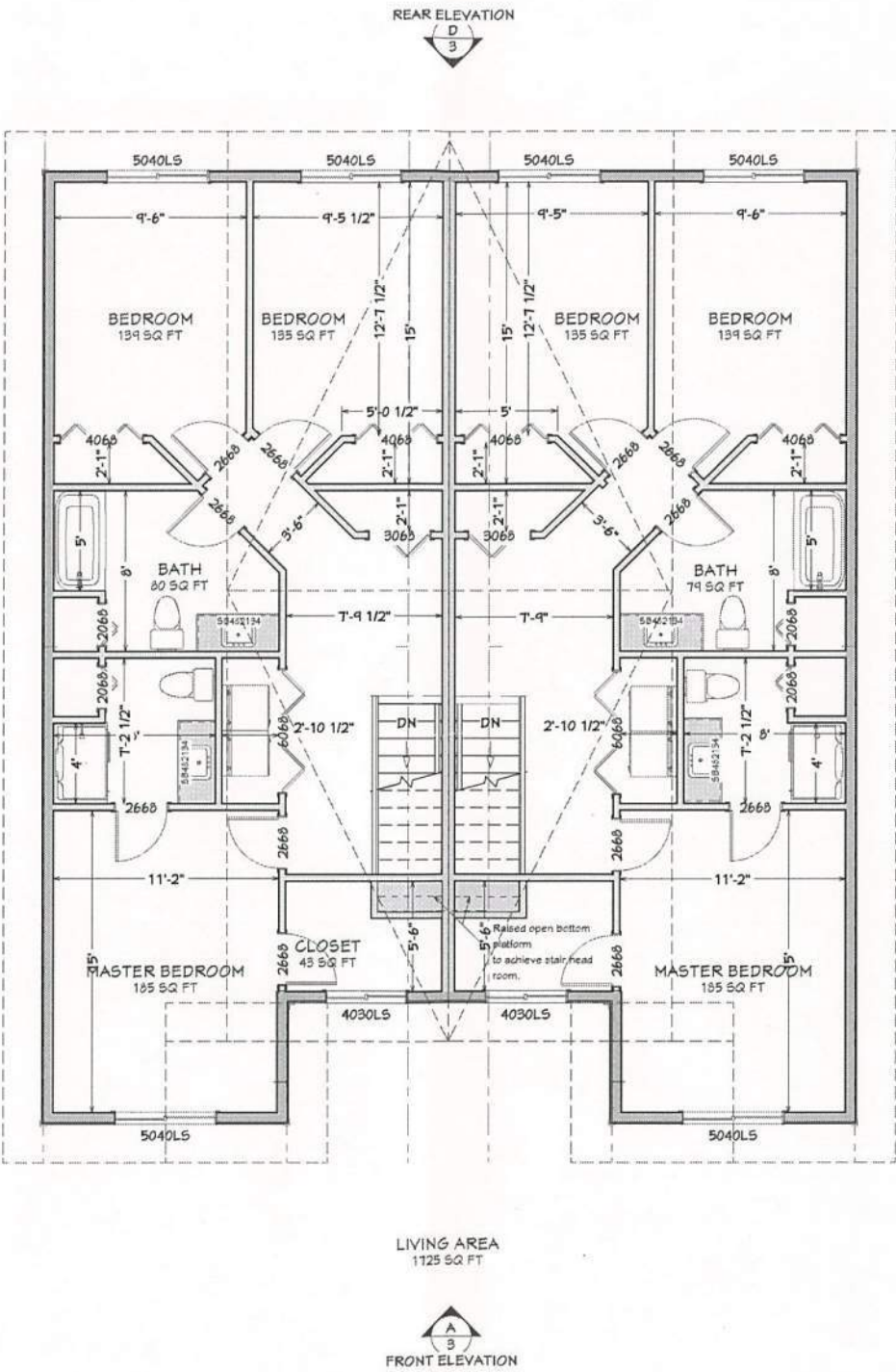
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SCALE:
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SHEET #:
6

LEFT ELEVATION
D
3

RIGHT ELEVATION
D
3



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PUBLIC HEARING NOTICE

Public notice is hereby given that the City of Homer will hold a public hearing by the Homer Advisory Planning Commission on Wednesday, January 15, 2020 at 6:30 p.m. at Homer City Hall, 491 East Pioneer Avenue, Homer, Alaska, on the following matter:

A REQUEST FOR CONDITIONAL USE PERMIT (CUP) 20-03 FOR TOWNHOUSE DEVELOPMENTS AT 436 & 450 SOUNDVIEW AVENUE. A CUP IS REQUIRED FOR TOWNHOUSE DEVELOPMENTS, PER HOMER CITY CODE 21.14.030(B). THE APPLICANT PROPOSES A DUPLEX ON EACH OF THE TWO LOTS AND FUTURE SUBDIVISION TO CREATE FOUR TOTAL LOTS. THE SUBJECT PROPERTIES ARE LOTS 9 & 10, BLOCK 2, OF HOMER ENTERPRISES INC SUBDIVISION, T. 6S., R. 13W., SEC. 19, S.M. HM 0594561.

Anyone wishing to present testimony concerning this matter may do so at the meeting or by submitting a written statement to the Homer Advisory Planning Commission, 491 East Pioneer Avenue, Homer, Alaska 99603, by 4:00 p.m. on the day of the meeting.

The complete proposal is available for review at the City of Homer Planning and Zoning Office located at Homer City Hall. For additional information, please contact Rick Abboud at the Planning and Zoning Office, 235-3106.

NOTICE TO BE SENT TO PROPERTY OWNERS WITHIN 300 FEET OF PROPERTY

.....

VICINITY MAP ON REVERSE

Vicinity Map

Karen Hornaday Park

W. FAIRVIEW AVE.

RANGEVIEW AVE.

SOUNDVIEW AVE.

NOVIEW AVE.

SPRUCEVIEW AVE.

A two-unit townhouse (duplex)
is proposed on each of these two lots



BA

BARTLETT ST.

TS ST.



City of Homer
Planning and Zoning Department

December 31, 2019

Request for CUP 20-03 a townhouse development

Marked Lots are w/in 300 feet
and property owners notified.



Disclaimer:
It is expressly understood the City of
Homer, its council, board,
departments, employees and agents are
not responsible for any errors or omissions
contained herein, or deductions, interpretations
or conclusions drawn therefrom.

Legend

Existing property lines

Proposed future property lines

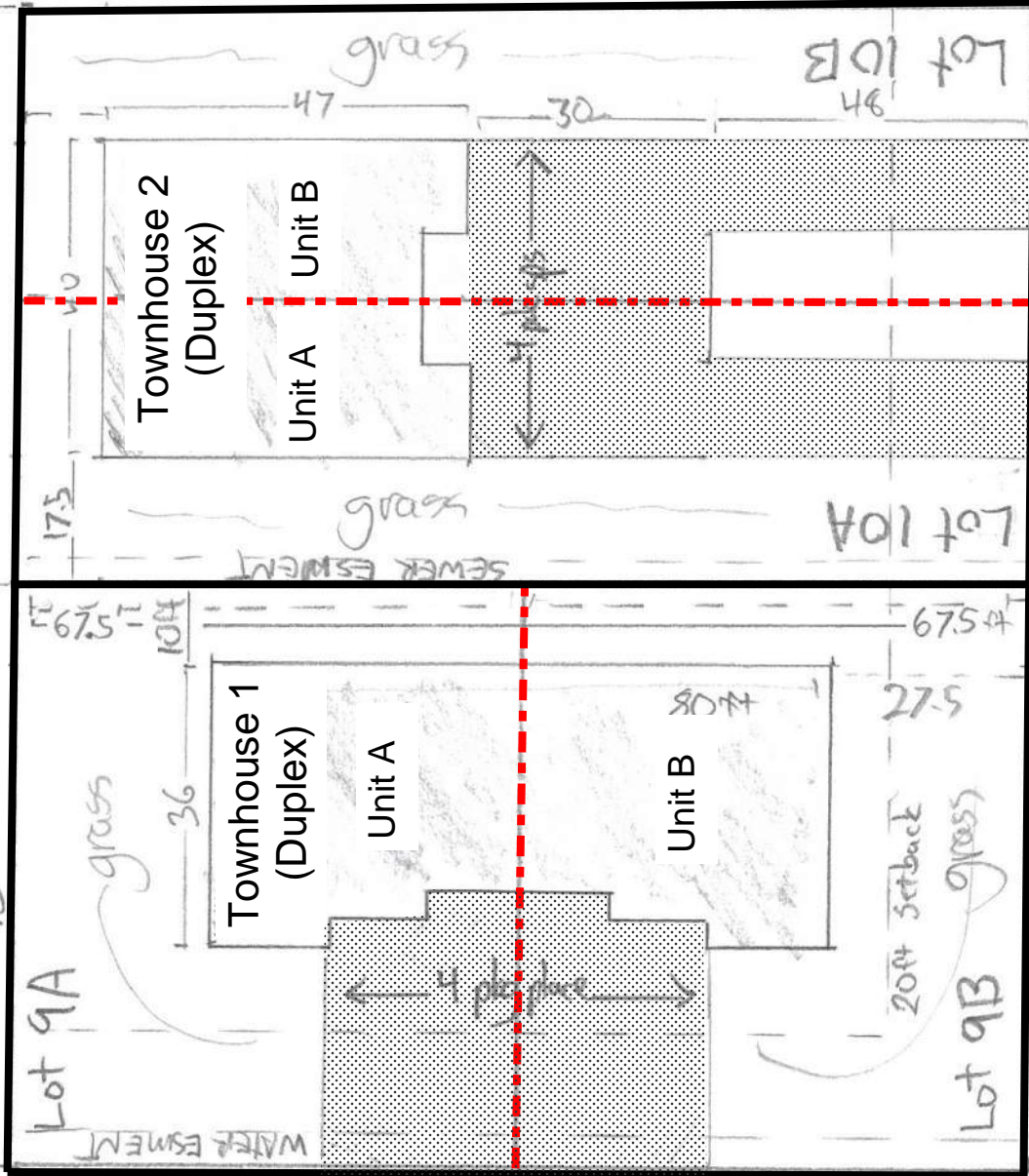
Proposed Driveway

Lot 9

450 Soundview Ave.

Lot 10

436 Soundview Ave.



Soundview Ave

Wright St

Townhouse 1
(Duplex)



Townhouse 2
(Duplex)

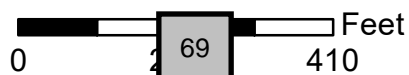




City of Homer
Planning and Zoning Department
December 31, 2019

Request for CUP 20-03 for two duplexes, a townhouse development

Marked Lots are w/in 300 feet
and property owners notified.



Disclaimer:
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City of Homer

www.cityofhomer-ak.gov

Planning

491 East Pioneer Avenue
Homer, Alaska 99603

Planning@ci.homer.ak.us

(p) 907-235-3106

(f) 907-235-3118

Staff Report PL 20-09

TO: Homer Planning Commission
THROUGH: Rick Abboud, City Planner
FROM: Julie Engebretsen, Deputy City Planner
DATE: January 15, 2020
SUBJECT: Medical District Planning

Introduction

At the January 2nd work session, the Commission discussed several points. The objectives of this staff report are as follows:

1. Make motions on recommendations the Commission has discussed: storm water and traffic
2. Review the draft purpose statement for the new district. We will continue to build on this language. Let staff know if there are any big items that catch your attention.
3. Review the new maps, attached
4. Review some proposed land uses and discuss
5. Next steps for 2/5 meeting: work session presentation from South Peninsula Hospital. Finalize draft district boundary and uses, in preparation for neighborhood meeting/work session on 2/15 (tentative)

1. Storm Water and Traffic

Staff Recommendation:

- A. Move to recommend the City fund a city wide storm water plan, to include particular attention to who infill development might affect stormwater infrastructure planning
- B. Move to recommend the City update the Transportation Plan in the next three years, with attention to how increased density in this area will affect neighborhood access patterns, traffic, and emergency service access to the emergency room.

2. Draft Medical District Purpose Language

Staff Recommendation: Review the draft purpose statement for the new district. We will continue to build on this language. Let staff know if there are any big items that catch your attention. **LAST MINUTE EDIT: there will be an updated purposes statement and memo provided at the meeting.**

The purpose of the medical district is to encourage infill development and clustering of medical services near the central area of the city. The district is primarily intended for certain specified businesses and offices, which may include professional, medical, administrative and personal services, associated support uses such as parking lots, medium-density residential uses, and an overall mixture of uses that provides for greater limited commercial uses than allowed in the Residential Office District.

3. **New Maps**

Requested Action: Discuss new proposed boundary. When the Commission is ready, move to accept the proposed boundary, OR provide a new boundary. We can talk about boundaries at one more meeting if you need additional information or more time to reach consensus.

Things to keep in mind:

1. The lots between Fairview and the Central Business District are deep. Many lots with single family homes could either be completely redeveloped, subdivided or infilled. This is not true of the smaller lots north of Fairview.
2. Woodard Creek is a natural barrier to the west. Its shrubby and woody and creates a visual change between the mixed use land uses of Bartlett and the more restrictive urban residential (generally single family homes) to the west.

4. **Land uses – for discussion!**

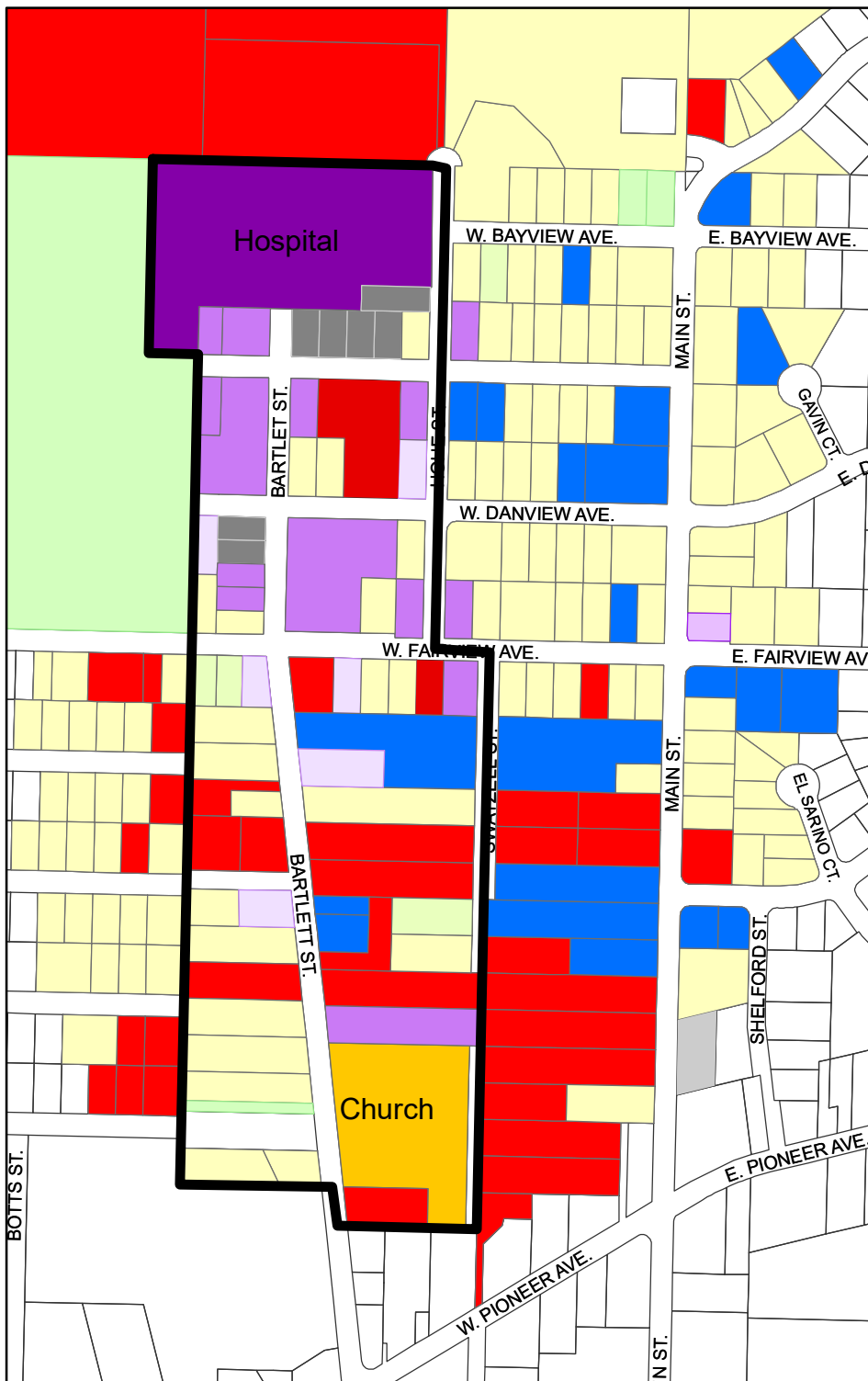
The land permitted and conditional uses of the Residential Office District would remain except Clinics would be a permitted use.

Discussion: Should the following uses be allowed the outright?

- Group care homes
- Day Care facilities
- Homeless shelter
- Mobile food (food truck, coffee kiosk)
- Some type of limited retail such as medical supply or pharmacy, eye glasses, supplements? Possibly limited in size?
- Any other ideas?

Attachments

Revised Medical Area Map 1/15/2020



Legend

Proposed District 1/15/2020

Land Uses

- Hospital
- Apartments
- Clinic
- Office
- Mixed Use
- Parking
- House
- Residential Accessory
- Park
- Vacant



City of Homer
Planning and Zoning Department

1/10/2020

General Land Use Map

Feet
0 150 300

73



Disclaimer:
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Planning

491 East Pioneer Avenue
Homer, Alaska 99603

Planning@ci.homer.ak.us

(p) 907-235-3106

(f) 907-235-3118

Staff Report PL 20-06

TO: Homer Planning Commission
THROUGH: Rick Abboud, City Planner
FROM: Julie Engebretsen, Deputy City Planner
DATE: January 15, 2020
SUBJECT: Amending the Homer Planning Commission Policies & Procedures Manual

Introduction

Periodically, the Commission reviews the Policies and Procedures Manual (PPM), and recommends changes. Amendments are discussed at one meeting, and approved at a following meeting. The City Council then approves the changes by resolution.

The PPM acts in conjunction with the bylaws as a guideline on how the Commission conducts business. The PPM was last reviewed and updated in 2014. Staff proposes to update the document with the recent name change for the Commission (striking "Advisory") and also to clarify the process for deliberations and decisions and findings documents.

The City Clerk's Office has been systematically updating all Commission bylaws, so they are more consistent and uniform. The Planning Commission's duties are a little different and as of yet no changes are being proposed. Staff will be adding bylaw amendments to the Commission work list, as an item staff will bring forward in the next several months. For now, some minor amendments to the PPM is the only change before the Commission.

Analysis

(Items that have ~~strikeout~~ would be deleted. Items that are underlined are new proposed language.)

1. Lines 91-94 have revised language regarding deliberations.
2. Lines 106-112 has revised language on appeals.

Please bring any questions with you to the meeting.

Staff Recommendation

1. Move to recommend adoption of the changes in the draft document.
2. Ask staff any additional questions.
3. Postpone to the following meeting, when the item can acted upon, (likely on the consent agenda.)

Attachments

Draft Policies and Procedures

1
2
3 Policies and Procedures
4 Homer ~~Advisory~~ Planning Commission
5



9 ~~2014~~2020
10
11

12 **QUALIFICATION STATEMENT**

13 Nothing in this chapter should be considered in lieu of any applicable laws and procedures found
14 in the Alaska State Statutes, the Kenai Peninsula Borough Code of Ordinances, where
15 applicable, or the Homer City Code.
16
17
18

19 **INDEX**

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33

INTRODUCTION

The purpose of this policy manual is to clarify the role of the Homer ~~Advisory~~ Planning Commission ("Commission") in administration of the Homer Zoning Ordinance, Title 21, and Subdivisions, Title 22. Further, this manual describes policies for the Commission that are supplementary or explanatory to the requirements of Homer City Code.

This manual is divided into sections, which explain the policies for administering and implementing the land use permitting ordinances and the zoning ordinance.

The policy and procedure manual will be endorsed by resolution of the City Council and may be amended at any meeting of the Commission by a majority plus one of the members, provided that notice of the proposed amendment is given to each member in writing. Proposed amendments to the procedure manual shall be introduced at one meeting and action shall be taken at a subsequent Commission meeting.

PUBLIC TESTIMONY AND COMMENT

The Commission invites citizen participation regarding matters brought before it for consideration.

For any public participation before the Commission, the citizen should walk to the microphone located at the rostrum directly in front of the Commission podium, sign in, and after receiving recognition from the Chair, state his/her name and address and purpose for appearing. Comments are limited to three minutes. In special circumstances, this time limit may be extended by two minutes by the Chair with concurrence of the body. Items that generate a large amount of citizen interest may be taken out of their regular position on the agenda at the discretion of the Commission as an accommodation to the public. Moving these items on a published agenda will be done at the beginning of the meeting, during the adoption of the agenda.

Comment time limits

Comments and testimony are limited to three minutes. In special circumstances, this time limit may be adjusted by two minutes up or down by the Chair with concurrence of the body.

Public Comment

Any citizen desiring to speak on any matter other than public hearing items or preliminary plats on the agenda may do so under "Public Comments." After the public comment period is introduced, the Chair may recognize any member of the public who wishes to address the Commission. No official action will be taken by the Commission under this item.

Public Hearings and Plats

The public may comment on public hearing items and preliminary plats when those agenda items are addressed by the commission. ~~These are generally items eight and nine on the regular agenda.~~

Comments on topics not on the agenda

Any citizen desiring to speak on a matter not on the agenda may do so under "Comments of the Audience," ~~item number thirteen on the regular agenda.~~

DELIBERATION of QUASI-JUDICIAL DECISIONS

When making a quasi-judicial decision, the Commission may choose to deliberate at an open meeting, or may choose to meet at a time, date and location set by the Commission. Such a meeting for deliberations only is not subject to the Open Meetings Act and is not required to be open to the public. When a decision is reached, the Commission will provide staff with findings to support the decision, and number of Commissioners that were in support or against the action. Staff will draft a decision and findings document for Commission approval on the next available consent agenda.

APPEALS (Quasi-judicial)

PURPOSE

The purpose of review of appeals before the Commission is to ascertain that errors of fact or interpretation have not been made pertaining to zoning matters. Generally, appeals to the Commission will be appeals of a determination, decision, or permitting matter decided upon by the City Planner.

Appeals of Planning Commission decisions can be considered by The the City Council, sitting as the Board of Adjustment, or a hearing officer. hears appeals of decisions made by the Commission. Some examples of Commission decisions subject to appeal include For example, conditional use permits, variance, etc, can be appealed to the Board of Adjustment, or a matter that was appealed to the Commission can be further appealed to the Board of Adjustment. HCC 21.91 addresses appeal procedures.

Public Hearing

Appeals before the Commission require a public hearing. Notice of the public hearing will be in accordance with HCC 21.93 and HCC 21.94.

Review Standards

In reviewing an appeal request, the Commission will consider:

1. Documentation of evidence;
2. The Record of Appeal; and
3. Controlling sections of Chapter 21 Homer City Code;
4. Any new evidence or testimony presented during the public hearing.

Once the public hearing is closed, the Commission cannot hear additional comments on the topic.

Determination

All decisions will be in writing. The officially adopted minutes shall be made part of the decision. A specific statement of findings and reasons supporting the decision shall be made. Copies of the decision will be promptly mailed to the persons participating in the appeal.

An appeal from an action or determination of the Commission is to be filed with the city clerk within thirty days of the distribution of the decision document.

REVIEW OF BRIDGE CREEK WATERSHED PROTECTION DISTRICT

PURPOSE

The Commission may approve development within the Bridge Creek Watershed Protection District (BCWPD) subject to the standards provided in the zoning ordinance and in compliance with the Comprehensive Plan, for those uses or structures specified within the Bridge Creek Watershed Protection District ordinance. The purpose is to prevent the degradation of the water quality and protect the Bridge Creek Watershed to ensure its continuing suitability as a water supply source for the City's public water utility. These provisions benefit the public health, safety, and welfare of the residents of the City of Homer and other customers of the city's water system by restricting land use activities that would impair the water quality, or increase the cost for treatment.

Conditional Use

A conditional use permit may be issued in accordance with Chapter 21.61 and subject to the requirements of the Bridge Creek Watershed Protection District Chapter 21.40.060 Conditional uses and structures, and/or Chapter 21.40.080 Erosion sediment control, Chapter 21.40.090 Agricultural activity, Chapter 21.40.100 Timber growing and harvesting operations, Chapter 21.40.110 Stream buffers, and Chapter 21.40.130 Exceptions to buffers.

Preliminary Plats

The Commission will review and comment on all subdivision proposals within the Bridge Creek Watershed Protection District.

REVIEW POLICIES FOR CONDITIONAL USE PERMITS (Quasi -judicial)

PURPOSE

It is recognized that there are certain uses which are generally considered appropriate in a district, provided that controls and safeguards are applied to ensure their compatibility with permitted principal uses. The conditional use permit procedure is intended to allow Commission consideration of the impact of the proposed conditional use on surrounding property and the application of controls and safeguards. This procedure assures that the conditional use will be compatible with the surrounding area and in keeping with the character and integrity of the neighborhood.

Public Hearing

A public hearing before the Commission is required before a conditional use permit may be granted. Notice of the public hearing will be in accordance with HCC 21.94.

Review Standards

The Commission has 45 days from the close of the public hearing to make a decision on a conditional use permit application. The applicant may agree, in writing, to the extension of the 45 day time period for Commission action.

The Commission may approve, approve with conditions, or disapprove an application. The Commission must prepare written findings and reasons supporting its decision. If a conditional use permit is denied, the written findings and reasons for that decision will be approved by those who voted against the permit, even if the number against is less than a majority of the Commission.

Specific conditions may be required. Such conditions will be part of the terms under which the conditional use permit is granted and violations of such terms shall be deemed a violation of this ordinance. Failure to meet any time limitations imposed by the conditional use permit ~~shall void the permit~~ is grounds for revocation of the conditional use permit per HCC 21.71.070. An extension may be granted following a public hearing on the matter. ~~Extensions will be granted for good cause only.~~ for any cause deemed sufficient by the Commission.

The development of the conditional use project or site, following issuance of the permit, will be in accordance with the conditions of the permit, standards of the zoning regulations and/or the approved site plan. Failure to observe any conditions or standards will be deemed a violation.

Determination

The Commission must make findings of fact sufficient to support its decision. Upon determination the Commission will document the decision and the basis for decision. The petitioner will be notified by mail by a copy of the meeting minutes and the decision documentation.

Appeals

The Commission Chair will alert the petitioner and other interested parties in attendance that an appeal of the Commission's decision is possible and that the appeal must be filed within thirty days of the distribution of the decision document.

NONCONFORMITY REVIEW POLICIES (Quasi -judicial)

PURPOSE

The Commission shall review and determine the nonconformity of certain structures and uses. The purpose of review is to establish the commencement date of use, establish the effective date of applicable regulations, and formally accept the nonconformity.

City code states which nonconformities are reviewed by the City Planner and which are reviewed by the Commission. Generally, the Commission will be reviewing nonconforming uses within the city, excluding the areas annexed on March 20, 2002.

Public Hearing

The Commission shall conduct a public hearing per HCC 21.94.

Review Standards

It shall be the responsibility of the owner to show proof of continuing nonconformity of any property, use or structure.

Prior to determining the nonconformity of a use or structure, the Commission will determine:

1. The commencement date of use;
2. The effective date of applicable regulations.

There may exist uses, or structures which were legal before the effective date of the controlling regulation, but which are now prohibited under the terms of the existing ordinance. See HCC 21.61.040.

To avoid undue hardships, actual construction lawfully begun prior to the effective date of the zoning ordinance will be allowed to continue provided the work will be carried on diligently. Actual construction is defined as the placement of materials in a permanent position and fastened to produce a product.

Nonconforming Uses of Land/Structures

When a lawful structure exists prior to September 28, 1982, or March 20, 2002 for annexed areas, but does not meet the district or ordinance requirements, it shall be considered nonconforming.

Nonconforming structures may be continued and/or expanded only if the nonconformity of the structure does not increase.

Legally existing structures are those that:

1. Exist prior to effective date of Ordinance 4-300-2 (Interim Zoning Ordinance) dated June 13, 1966.
2. Exist prior to effective date of Ordinance No. 33 (Kenai Peninsula Borough) dated May 2, 1967 and are in compliance with Ordinance 4-300-2.
3. Exist prior to effective date of Ordinance 78-13 (Kenai Peninsula Borough) dated May 16, 1978 and are in compliance with Kenai Peninsula Borough Ordinance No. 33 and Homer Ordinance 4-300-2.
4. Exist prior to effective date of Ordinance 82-15 (Homer Zoning Ordinance) dated September 28, 1982 and are in compliance with previous zoning ordinance requirements.

Once a structure made nonconforming by this title is abandoned or brought into conformity with this title, the structure shall thereafter conform to the regulations of the zone in which it is located, and the nonconformity shall not be allowed to continue.

A lawful nonconforming use may continue so long as it remains lawful. No nonconforming use may be enlarged to occupy a greater area of land than was occupied as of the date it became nonconforming, or August 12, 2008, whichever is later. Once a use made nonconforming by this title is abandoned, changed, discontinued, or ceases to be the primary use of a lot, the use of that lot shall thereafter conform to the regulations of the zone which the lot is located, and the nonconformity shall not thereafter be resumed or allowed to continue.

Determination

Upon presentation of such proof that establishes the continuing nonconformity of any use or structure, the Commission shall formally accept the nonconformity, as a valid use or structure until such time as the use ceases. Upon determination by the ~~Planning~~ Commission, staff will document the decision and basis for decision. The petitioner will be notified by mail by a copy of the relevant meeting minutes and the decision documentation.

Appeals

The Commission Chair will alert the petitioner and other interested parties that an appeal of the Commission's decision is possible. The appeal must be filed within thirty days of the distribution of the decision document. The City Clerk will process all appeals.

PRELIMINARY PLAT REVIEW POLICIES

PURPOSE

The purpose of this policy statement is to clarify the position of the Commission with regard to their recommendations of acceptance or denial of preliminary plats. This review provides the opportunity for the City to make comments and recommendations to the Kenai Peninsula Borough Planning Commission. The Kenai Peninsula Borough holds platting powers for the entire borough, both inside and outside the city limits. The Homer ~~Advisory~~ Planning Commission acts as an advisory body to the Borough Planning Commission on plat matters inside city limits and within the Bridge Creek Watershed Protection District.

The preliminary plat process allows an exchange of information between the subdivider, the Planning and Zoning Office, and the Commission. Proper utilization of the preliminary process should result in a recommendation of approval for the majority of the plats.

Procedures

General. Kenai Peninsula Borough Code 20.4225.050 governs subdivisions in first class cities. A surveyor will submit one full size copy and a 11" x 17" reduced copy of the preliminary plat to the Planning Director when subdividing land in the City of Homer or the Bridge Creek Watershed Protection District. The Commission shall review the plat and take action within forty-nine days of the date of receipt unless the applicant agrees to an extension. Recommendations of the Commission based upon lawful ordinances shall be incorporated in the final plat.

The Commission will consider plats and make recommendations. The staff report and minutes are then forwarded to the borough planning department.

The borough planning commission makes the final determination. Once the preliminary plat has been accepted, the final plat is submitted to the borough for either administrative approval or approval by the borough planning commission.

ZONING ORDINANCE AMENDMENTS

PURPOSE

The Commission will review all proposals to amend the zoning ordinance or zoning map and make recommendations to the City Council per HCC 21.95. Neither the Commission nor City Council may consider a zoning ordinance request which is substantially the same as any other amendment submitted within the previous nine months and which was rejected.

Initiation/Application

Amendments to the zoning ordinance will be made in accordance with HCC 21.95. When the amendment request is accepted as complete by the Planning Department, the matter will be presented within 30 days to the ~~Planning~~ Commission, according to the Commission meeting schedule and due dates.

338
339 **Public Hearing**

340 A public hearing before the Commission is required. Notice of the public hearing will be in
341 accordance with HCC 21.94. In the case of a zoning ordinance amendment or major district
342 boundary change, no notification of neighboring property will be required, but notices will be
343 posted in at least three public places.
344
345

346 **Review Standards**

347 Zoning text and zoning map amendments shall be reviewed according to HCC 21.95.
348

349 **Determination**

350 The Planning Commission shall submit to the City Council its written recommendations per
351 21.95.060(d) regarding the amendment proposal along with the Planning Department's report
352 on the proposal, all written comments on the proposal, and an excerpt from its minutes showing
353 its consideration of the proposal and all public testimony on the proposal. Such
354 recommendations of the Commission shall be advisory only and shall not be binding on the City
355 Council.
356
357

358 **POLICY FOR REVIEW OF ZONING VARIANCES**
359 **(Quasi-judicial)**
360

361 **PURPOSE**

362 The Commission may grant a variance to provide relief when a literal enforcement of the
363 regulations and standards of the zoning ordinance, Chapter 21, would deprive a property owner
364 of the reasonable use of his real property.
365

366 The purpose of review is to ascertain that those conditions specified as necessary to granting a
367 variance shall be satisfied; that the variance will be the minimum necessary to permit the
368 reasonable use of land or structure, and that the variance will not be granted which will permit a
369 land use in a district in which that use is otherwise prohibited.
370

371 **Public Hearing**

372 A public hearing before the Commission is required before a variance may be granted. Notice
373 of the public hearing will be in accordance with HCC 21.94.
374

375 **Review Standards**

376 In reviewing a variance request and prior to granting a variance, the Commission must consider
377 the standards of review as established in HCC 21.72. All of the conditions must exist before a
378 variance can be granted.
379

380 **Determination**

381 The Commission must prepare written findings and reasons supporting its decision. If a variance
382 is denied, the written findings and reasons for that decision will be approved by those who voted

383 against the permit, even if the number against is less than a majority of the Commission. Upon
384 determination, staff will document the decision and the basis for decision. The petitioner will
385 be notified by mail with a copy of the meeting minutes (those portions that apply to the petition)
386 and the decision documentation. The Commission Chair will alert the petitioner and other
387 interested parties that an appeal of the Commission's decision is possible. The appeal must be
388 filed within thirty days of the distribution of the decision document. The City Clerk will process
389 all appeals.



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

491 East Pioneer Avenue
Homer, Alaska 99603

citymanager@cityofhomer-ak.gov

(p) 907-235-8121 x2222

(f) 907-235-3148

Memorandum

TO: Mayor Castner and Homer City Council
FROM: Katie Koester, City Manager
DATE: January 8, 2020
SUBJECT: January 13 City Manager Report

Informal Sister City Gathering Regarding the Town of Teshio

On Friday, December 20th, Mayor Castner assembled a small group of constituents and my assistant Rachel Friedlander to discuss and rekindle the Sister City relationship Homer has with Teshio, Japan. Constituents included Flo Larson, Terri Spigelmyer, and Megumi Beams, a Homer resident from Japan who offered to bring items from Homer and send them to the Teshio Mayor's office on behalf of the City during her vacation to Japan this December/January. The group discussed how the Sister City relationship encourages neighborliness because we share the same waters; helps with students interested in studying abroad in either City; and encourages tourism and cultural understanding. The Mayor believes rekindling this relationship is best served organically through informal citizen partnerships rather than being formerly appointed through Council. The Mayor donated personal funds to be used by Megumi in selecting gifts to bring to Mayor Hiroyuki Sasaki, and both City of Homer and State of Alaska pins were given to Megumi for distribution to Mayor Sasaki's office. As for ideas on how to rekindle and keep the Sister City relationship active, Megumi provided the attached list of ideas for future use. Mayor Castner has invited Megumi to share how her trip to Japan went and any correspondence shared with Mayor Sasaki at the February 10th City Council meeting. Included for historical reference is the 1984 oath taken between the City of Homer and Town of Teshio to establish the Sister City relationship.

AML Ferry Conversation

I participated in a teleconference organized by Alaska Municipal League (AML) that evolved into the establishment of a 'Ferry Caucus.' You have before you this evening a memo to authorize Council participation in a Ferry Caucus legislative fly-in for the first week of the Legislative Session. The focus of the original meeting was an action plan for the group. Participants noted the need to improve communication between coastal communities so that we are all aware of the advocacy efforts of our neighbors and can coordinate. There was also conversation about hiring a public relations contact to keep the group informed and organized. I imagine these will be continuing topics of conversation as the Ferry Caucus takes shape and I encourage Homer to remain engaged.

Flooding

As you recall, the week of December 9th brought heavy rains that flooded area roads and threatened local transportation networks. Public Works was pleased with how well City infrastructure survived the rain storm event. A similar flooding event in 2002 caused significant damage to City roads. Staff believes significant progress on City infrastructure since 2002 contributed to the successful weathering of the storm including:

- 1) Creek/road crossing culverts have been upsized to pass the volume of water and debris that moves during this type of event (i.e. – Woodard Creek)
- 2) Grading of gravel roads and shoulder work along paved roads assured that runoff got off the road to the road side ditches.
- 3) Improving drainage along the roads by maintaining/improving/creating new road side ditches.

Unfortunately State roads did not fare as well. The minimal damage to City roads allowed Public Works to assist limited ADOT crews with protecting East End Road from further damage, repair damage caused by the East End Road flooding, and minimize East End Road traffic flow interruption.

Freezing

Fast-forward to the first of the year and winter has arrived in full force. New Year's Day, the Port and Harbor had a waterline burst in the Ice Plant and there was quite a bit of water damage done to the sheetrock in the lower restroom area. Ice plant staff have cleaned up what they could to prevent further damage, however a contractor will be brought in to repair the damage in order to keep the plant on schedule to begin producing ice again in March. The damage is estimated at under \$10,000 and can be covered under the existing budget. However, if other unanticipated maintenance is needed at the plant in 2020, Council could see a request for additional authority in the future. The exposed pipe that allowed cold air to infiltrate the building has been discovered and repaired, so the issue should not happen again.



Trip Report: Anchorage with Port and Harbor Director Hawkins

On December 12th, Port and Harbor Director Hawkins and I traveled to Anchorage for a number of different meetings. The two takeaways I would like to highlight from the Port and Harbor Director's informative trip report (attached) are: 1) the conversation with HDR on advice for advance planning and owner representation on a project the magnitude of the Large Vessel Harbor (as one of our term contract engineers, HDR will be drafting a proposal on services they can provide) and 2) the very productive meeting we had with Scott Thomas, Traffic Engineer for ADOT. In addition to making recommendations for parking safety improvements on the Spit that we will work on over the winter, Scott had recommendations concerning temporary barriers and signage that could be placed along Ocean Drive to discourage vehi-

from parking on the bike path. These vehicles are a hazard to cyclists and block the line of sight for pedestrians and vehicles pulling out; appropriate signage and barriers would allow HPD to enforce violations. Ocean Drive is a State road and ADOT would propose entering into a management agreement, similar to the pedestrian safety agreement we have with ADOT on the Homer Spit, to manage the parking and safety issues on Ocean Drive during the summer months. If this is an issue Council is interested in pursuing, I will work with Public Works and ADOT on flushing out details of what an agreement would look like and any associated costs.

Water Storage Distribution Improvements Grant Closeout Update

In 2012, Public Works secured a grant, the purpose of which was to design needed improvements to our water distribution/storage system (45% City/55% EPA; \$884,000 total). These projects included:

- Kachemak Drive (Phase III) Water Main Extension
- Shellfish Avenue Water Main Extension
- Redwood Tank Demolition
- A-Frame Water Tank Demolition
- New Water Tank Design
- Micro-Hydro Feasibility Study

In 2015, Public Works secured an ADEC grant, the purpose of which was to construct needed water distribution/storage improvements (30% City/70% ADEC; \$2,797,000 total). These projects included:

- Kachemak Drive (Phase III) Water Main Extension
- Shellfish Avenue Water Main Extension
- A-Frame Water Tank Rehabilitation/Demolition
- A-Frame PRV Station Replacement
- Water Main in Support of New Water Tank
- Telemetry in A-Frame, Shellfish and Kachemak Dr. PRV Stations

These improvements significantly improved the delivery of drinking water to our customers, improved the reliability of fire protection, and reduced maintenance costs.

This grant is being closed out at the end of 2019 and caps a successful effort to use available grant funding to improve the City's water distribution system and minimize the use of the City's Water Reserve/HAWSP funds.

Of particular note: ADEC grant funds that we hoped could be used to rehabilitate the A-Frame Tank could not be utilized. The cost to rehabilitate the A-Frame Tank were higher than replacement. The unused funding allowed for installation of telemetry in three existing PRV stations. These remaining grant funds would have been lost if the telemetry work had not been identified. The cost of telemetry in these stations was included in Public Work's 2020/21 budget capital request. Using the available unused grant funds eliminated the need for direct City funding in the additional amount of \$130,000. To stay within budget, City crews installed the telemetry equipment.

Next steps in the water storage distribution improvements project, which is listed on the Capital Improvement Plan, is replacement of the A-Frame Tank and constructing the proposed Shellfish Water Tank to improve drinking water and fire protection redundancy and allow for effective installation of micro-hydro facilities.

Proposed Improvements to the Skate Park

A community group, Friends of the Homer Skate Park, has approached the City about making improvements to the current park. They requested a letter of support from the City of Homer to be able to begin fundraising. I have been very clear with organizers that the future of the HERC building and grounds is uncertain and I would limit improvements to immediate safety concerns, improvements that cost very little, or structures that are removable. The attached letter outlines some of the improvements envisioned and will hopefully allow this group to begin their fundraising efforts.

Opportunity to Participate in the Governor's Conversation

AML is encouraging municipalities to respond to the questions Governor Dunleavy posed in his ADN article entitled "Time for a Conversation About the Alaska We Want." Questions include:

- Do we want to continue to grow government with little or no controls on spending, or do we want a spending limit?
- How do we want to pay for government going forward if oil revenue is not enough to pay for the government we have?
- Which programs and services do we wish to preserve?
- What should the PFD look like going forward?
- Are we committed to developing our resources to provide jobs, wealth, and revenue for Alaskans or not?
- What sacrifices are we as Alaskans willing to make in order to leave a better Alaska for our children and grandchildren?

These points should be kept in mind as Homer works to draft comments to the Governor and shared with AML for advocacy. Please let me know if there is a member who is interested in tackling any of these topics and bringing suggestions before the body.

ENC:

Ideas on How to Rekindle and Keep the Sister City Relationship by Megumi Beams

1984 Oath taken between the City of Homer and Town of Teshio to Establish the Sister City Relationship

Letter of Support to Friends of Homer Skate Park

Trip Report from Port and Harbor Director Hawkins

Governor Dunleavy's article, "Time for a Conversation About the Alaska We Want."

Homer Public Safety Building Progress Report, 12/3/19 through 1/8/20

4th Quarter 2019 Customer Feedback Log

Memo from City Clerk Jacobsen on By Mail Election Meeting with KPB Clerks

Letter from KHLT on Louie's Lagoon Conservation Easement

Exchange recipes

Exchange photos of businesses and parks in town.
Use post cards

Have school children create a scrap book of pictures
Of the town and the children here can make one to
Send to Japan. Children can make the city buildings

Use a speaker/tape/audio kind of message and
Have children sing a song and the mayor can
Give greetings and we'd do the same here and
Send to Japan.

Plant life and animal life – collect children's art
Of the plants and animals or create a booklet
Of pictures of these to send

Adult women could make a few quilt squares
To exchange between countries. It could be
One of flowers of the area

Exchange high school students (this has been done before)

Write Haiku – Japanese haiku about flowers or about city life
Or and our writer's group and also children can do
The same about items here in this city.

Choose every other month – 6 times a year – to exchange or
Call or facebook or whatever contact and present one of the
Above or any other idea...



**OATH TO ESTABLISH A SISTERSHIP AFFILIATION
BETWEEN
THE CITY OF HOMER AND THE TOWN OF TESHIO**

Since the Town of Teshio, situated in Hokkaido, Japan, and the City of Homer, situated in the State of Alaska, U.S.A. , belong to the same northern hemisphere, both regions share the similar climate and are surrounded by rich natural environment ; and these common characteristics they have are believed to be well founded to the peoples of Teshio and Homer to be united under a mutual bond of sistership affiliation.

Furthermore, the citizens of both Teshio and Homer wish to progress the friendly relationship they now maintain, and intend to enhance the ties in the various areas such as in education, culture, industry and economy in order to facilitate prosperity and welfare of the respective regions, and moreover, the residents of both municipalities hope to achieve their immediate objective of closer Japan-U.S. relations through their local ties so that ultimately they can look forward to attaining their final objective of global peace and solidarity by transcending this bilateral relations. In view of this, it is quite significant and proper to the peoples of Teshio and Homer that their respective local governments establish mutual sistership relations.

With due respect to above, the Town of Teshio and the City of Homer hereby agree jointly to be affiliated as sister cities.

April 7, 1984

Mayor
Town of Teshio
Teshio, Hokkaido
Japan

Mayor
City of Homer
Homer, Alaska
U.S.A.

見延 清 昭

Ed Coyne



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

491 East Pioneer Avenue

Homer, Alaska 99603

citymanager@cityofhomer-ak.gov

(p) 907-235-8121 x2222

(f) 907-235-3148

January 13th, 2020

George Overpeck

Organizer, Friends of the Homer Skate Park

Submitted electronically: geopeck@gmail.com

Mr. Overpeck,

The City of Homer supports the Friends of the Homer Skate Park's (FOHSP) efforts to rehabilitate the skate park with the understanding the future of current location of the park (HERC grounds) is uncertain. Staff have reviewed the improvements suggested, and approves of FOHSP working on the below listed projects with Public Works and Parks Division oversight; all projects must be reviewed by City staff and a Memorandum of Understanding will need to be signed before work can commence.

1. Remove the two least used elements (spine ramp and double height box) and build a wood frame, steel surface manual pad. The manual pad is a low platform (roughly 8" high, 10-14' long, 4-8' wide) that can be used at a range of skill levels.
2. Move the fun box which is currently on the south side a bit further north to a more central position. As it's currently positioned riders have to push slightly uphill to access the hip and it makes what would otherwise be the best piece of equipment there fairly tough to use.
3. The steps and handrail on that same fun box unit are almost entirely unused due to the lack of ability to carry speed into them, they could be replaced with another banked or transitioned ramp to make a great central hit from either direction. The handrail is the most challenging and dangerous piece of equipment there, even riders with high risk tolerance don't use it. Replacement with another transition changes it to a less challenging hit that opens a lot of skill building opportunities.
4. Transition plates at the base of most ramps, especially the two quarter pipes that are on each end. Transition plates are narrow sheet metal strips placed at the base of the ramp that will buffer the bump a rider meets as they are going from pavement to steel and then back. Due to the design of these particular ramps, it's a bit difficult to maintain confidence and control while doing any tricks. This fix would benefit riders of all skill levels as well as addressing a serious safety issue.
5. Other improvements as approved by the City that address immediate safety concerns, could be removed to a new skate park location if the City chose to relocate the park, or are small improvements of limited scope and cost.

I appreciate the grassroots efforts of volunteers interested in improving the park. As the future of the HERC and grounds continues to evolve, I encourage FOHSP to participate in the conversations and make sure this user group is represented.

Best,

Katie Koester
City Manager

CC:
Matt Steffy, Parks Maintenance Coordinator
Julie Engebretsen, Deputy City Planner
Mike Miller, Homer Foundation

DRAFT



Memorandum

TO: HOMER CITY COUNCIL

THRU: KATIE KOESTER, CITY MANAGER

FROM: BRYAN HAWKINS, PORT DIRECTOR/HARBORMASTER

DATE: JANUARY 2 2020

SUBJECT: ANCHORAGE BUSINESS TRIP DECEMBER 12 2019

Katie Koester, City Manager and I took a whirlwind business day trip to Anchorage on Dec. 12 that had pretty much every minute accounted for, and because of good planning and fair winds I think the trip went very well. Our day was as follows:

0745 – 0845 Arrival at the Anchorage Airport, car rental, and transportation.

0845-1045 The first meeting of the morning was with HDR engineering to discuss Homer's Port/Harbor expansion project. Katie and I believe that we are at a point in this process where it would be wise to bring in a team experienced in the management of a mega marine project like the one Homer is about to undertake. We feel that if we are going to be able to keep this project moving and on track we'll need an experienced team to help keep things moving effectively. Ronny McPherson is the lead for the Coastal and Maritime infrastructure department with HDR and he has agreed to help us draft a scope of work that we could then build into a RFP for project management services.

1030-1230 Katie and I then moved over to our city attorney's at JDO and met with Michael Gatti and Cindy Cartledge. Our focus for that meeting was to discuss funding options and possibilities regarding Homer's Large Vessel Port Expansion funding packet. From our conversation we learned that the JDO team has had quite a bit of experience in helping their clients navigate the confusing world of bonding for projects like ours.

1300-1400 After leaving our attorneys we drove over to the State DOT offices located on International Airport road and met with Joselyn Biloon and David Post to discuss AK DOT partnering with the City on two very important project studies. First, we talked about our shared need to come up with a long term erosion management plan for the Homer Spit, and the Planning Assistance to

States (PAS) study that we are pushing for with the US Army Corps of Engineers (USACE). The State has expressed interest in the need to protect the highway on the Spit and we believe that this study will benefit that priority. The PAS is a 50/50 matching federal program and if the State and City were to split costs our share would likely be \$50,000. One of the chief goals for this project will be to have all the stake holders involved with a long term erosion management plan in which all stakeholders (Federal, State, and City) work cooperatively to plan for, and implement, measures to make positive changes in how the Spit weathers what nature has to throw at it. We will be pushing for a change of Authorization for the USACE's scope of work on the Spit. Currently the USACE is authorized to dredge the navigable waterway of the harbor entrance channel all the way to the Load and Launch ramp. The change to the corps' authorization needs to include erosion control and mitigation of the Homer Spit. This new authorization would include a beach re-nourishment enhancement program, possible revetment extensions to protect critical infrastructure, and a designation that their annual operations and maintenance fund include erosion mitigation as part of the Corps' mission on the Homer Spit. We know from looking at beach maintenance projects in the lower 48 that beach re-nourishment works as an alternative to, or as a way of supporting, hard facing with rock revetment walls, but it will take a major effort a significant source of material to catch up and get ahead of the curve.

Where will we get the amount of material needed to rebuild the Spit?

To help answer that question, the second half of this meeting was to talk about re-engaging the State in Homer's Port and Harbor Expansion Study. In the original harbor expansion study with the Corps the partnership was Corps 50%, State 25%, and City 25%. We shelved that project in 2009 awaiting a time when BCR numbers (Benefit Cost Ratio) for the project were more advantageous. Now, after the completion of the PAS study last year, and the resulting higher positive BCR numbers, we feel we are ready to resume and complete our study for port expansion. We need the State to commit to getting back on board with this very important maritime infrastructure expansion project. The financial commitment for both the city and the state for the general investigation study will be \$750,000 over the next three years and there were some ideas floated as to where and how the State may be able to fund their share. FYI, one of the big cost drivers that gave us such poor BCRs in the original study had to do with the disposal of the thousands and thousands of cubic yards of dredged materials that would be generated by the Port expansion project. Can we say erosion management and beach re-nourishment?

1400-1500 The State changed out a few of its staff members and we moved straight into a meeting regarding Spit parking safety issues and concerns, as well as plans and progress with Pioneer and Lake street road improvements, crosswalks and other bike and pedestrian concerns on Ocean Drive having to do with on street parking in the summer. We also talked about Tsunami escape route signage and speed limit signage for the Spit. One of my chief concerns for the Spit has to do with vehicles parking on the roadway next to the fog line. We see this as a serious safety issue as it blocks

the driver's sight line and eliminates the pedestrian and bike paths alongside the highway. The Regional Traffic & Safety Engineers at DOT walked us through a few options for signage that we could consider. I agreed to mark up an overview of the areas of concern and keep the conversation moving ahead. It would be my goal to have any changes in place early in May before the summer crowds show up.

1500-1700 We grabbed a bite to eat before heading back to the airport for our return flight home.

1930 Arrived in Homer and called it a day.

RECOMMENDATION

For information only.

Time for a conversation about the Alaska we want

Author: [Michael J. Dunleavy](#)

<https://www.adn.com/opinions/2020/01/04/time-for-a-conversation-about-the-alaska-we-want/>

In a matter of weeks, our Legislature will begin deliberations on our state's budget for the next fiscal year. There is no doubt we have challenges. The reserve funds that once held more than \$16 billion lie nearly empty. Unlike the federal government, Alaska possesses no cash-printing machines. Any solution to our fiscal crisis must come from within the revenues we generate and the current programs and services on which we spend money.

However, we have much to look forward to as well. According to economists, our three-year recession is finally at an end. Our private sector economy is leading the way with a [4.1% increase](#) in gross domestic product — the third-highest in the nation.

Unemployment remains at [historic lows](#), and [1,600 new jobs](#) have been created over the past year. Perhaps most telling, hundreds of these jobs are in the construction industry.

On the North Slope, a renaissance is underway. Private investment has increased by \$1.1 billion, and last year was the region's busiest in more than a decade. Oil industry wages also grew at 7% — nearly double the national average. In fact, wages all across Alaska increased by [\\$355 million](#) during the first half of 2018.

Economic growth will remain a key part of our recovery in the years to come. That's why I formed the Alaska Development Team. Tasked with identifying and recruiting businesses and investment to Alaska that will result in more jobs here in our state, they are currently working with Anchorage Airport staff to develop more than \$500 million in proposed projects that will capitalize on recent air cargo growth. This includes 1.4 million square feet of new warehouse space that will create 1,000 construction jobs next summer.

Many of our future economic opportunities will complement our nation's push for a cleaner environment. Our state is rich in resources like zinc and rare earth metals — critical components in the batteries and electronics of most [electric vehicles](#). In fact, Tesla is already active in Alaska with a [testing facility](#) in Delta Junction and a battery energy storage [project](#) in Homer.

But economic growth alone will not solve our budget issues in the short term. Shared sacrifice will be required as we regain our fiscal footing. The proposed budget I have submitted to the Legislature for its review and discussion acknowledges this reality while also protecting the priorities of Alaskans — the same priorities that I promised to fight for when I was elected last November.

That means continuing our path toward a safer Alaska. After passing landmark sexual assault legislation and hiring more troopers than in any other year in the past decade, my proposed budget funds an additional 15 troopers and three prosecutors. The Department of Corrections budget will see an increase of 7%, and the judiciary will see extra funding for public defenders and guardians.

It also means fully funding K-12 education. Having spent decades as both a teacher and school administrator, it pains me to see our state consistently ranked as one of the worst for K-12 education. Funding, however, is just one piece of the education puzzle — our delivery of education services must be improved.

I recently met with federal officials to discuss how we can move forward with tribal compacting in education as well as ideas to boost reading performance. I believe that our children must be reading at grade level by the third grade and proficient in algebra by the eighth grade. We must achieve these milestones to ensure our children can pursue any career they set their sights on. We must insist proficiency in reading and algebra be a moral imperative for Alaska's children.

Finally, it means protecting the Permanent Fund as well as the Permanent Fund dividend. My budget calls for a full PFD plus complete payment for last year's partial dividend.

Until Alaskans decide otherwise, I am committed to honoring the statutes that calculate the PFD.

Alaskans have important decisions to make in the days ahead. The upcoming year represents the final time we can rely on budget reserves to make ends meet, meaning hard decisions must be made. To that end, I will be back in the air beginning this month, visiting with communities in every corner of our state, and gathering more of your critical input as to what Alaska should like look going forward. In order to build that Alaska together, we will need your thoughts on questions such as:

Do we want to continue to grow government with little or no controls on spending, or do we want a spending limit?

How do we want to pay for government going forward if oil revenue is not enough to pay for the government we have?

Which programs and services do we wish to preserve?

What should the PFD look like going forward?

Are we committed to developing our resources to provide jobs, wealth, and revenue for Alaskans or not?

What sacrifices are we as Alaskans willing to make in order to leave a better Alaska for our children and grandchildren?

In preparation for these conversations, my staff has compiled and published extensive [budget data](#). This includes an unbiased set of [scenarios](#) that could be used to balance our budget. I truly hope you spend some time reviewing this information ahead of these discussions.

Most importantly, I urge Alaskans to not lose sight of the big picture. Our present budget woes are not simply a math exercise. The long-term solutions will come from people like you — Alaskans with ingenious ideas and a commitment to delivering better government services with less resources. Alaskans who understand that the decisions we make today will shape the world we leave our children.

I'm confident that, together, we will secure for them a safer and more prosperous Alaska.

Gov. Mike Dunleavy is the 12th governor of Alaska.

The views expressed here are the writer's and are not necessarily endorsed by the Anchorage Daily News, which welcomes a broad range of viewpoints. To submit a piece for consideration, email [commentary\(at\)adn.com](mailto:commentary(at)adn.com). Send submissions shorter than 200 words to letters@adn.com or [click here to submit via any web browser](#). Read our full guidelines for letters and commentaries [here](#).

PROGRESS STATUS REPORT
New Homer Police Station
December 3, 2019 through January 8, 2020

Work Completed this Period:

PVC roofing completed. Blocking and interior walls completed. Interior door frames installed. Interior dried out, prepped for insulation. Base flashings installed. Rooftop AHU installed. Exterior walls insulation and vapor barrier. Interior sound insulation begun. GWB installation begun.

Work to be Performed Next Period:

Complete GWB. Complete insulation. Mechanical and Electrical rough in continues. Exterior CMU insulation, south. Elevator installation. HEA transformer and service entry underground to A line wall, (Tentatively. See below.)

Schedule Status: Below are milestone start dates for this period:

Milestone Task	Original Start	Actual Start
Insulation/VB	12/17/2019	12/11/2019
Gypsum Wall Board	12/23/2019	12/23/2019

Anticipated Problems: HEA has delayed installation of permanent power by two months for reasons unrelated to this project. Delay of permanent power installation may delay installation of the elevator and boilers. Despite repeated inquiries, HEA has yet to give us a date for this work.

End of week, (Friday and/or Saturday), Daily Reports with site photos attached for information.

Prepared by: Pat McNary
Project Manager

Homer Public Safety Building

Grubstake Avenue Homer, Alaska 99603



Date Fri 12/06/2019

Job # 1809-2

Prepared By Carl Brinkerhoff



12/06/19 | 02:21PM



12/06/19 | 02:16PM

Weather

6:00 AM

27°

Overcast

Wind: 8 MPH | Precipitation: .0" | Humidity: 75%

12:00 PM

30°

Mostly Cloudy

Wind: 9 MPH | Precipitation: .01" | Humidity: 77%

4:00 PM

34°

Mostly Cloudy

Wind: 10 MPH | Precipitation: .01" | Humidity: 79%

Work Logs

Name	Description	Quantity	Hours	Hours To Date
Consolidated Roofing		0	0	477
Duct or Sheet Metal		0	0	12
East Road Services		0	0	944
Eayrs Plumbing	Onsite continuing domestic water rough in. <small>Carl Brinkerhoff 12/06/19 03:17PM</small>	2	8	520
Matt Hanson, Ron Frazier, Tanner Stengel, Chad Albertsons, Ryan Fox, Jim	Supervision, coordination and documentation. Crew continued setting upper level interior door frames. Continued blocking at walls for bath accessories and other devices. Continued framing at dented on area. Misc. framing for electrical panel in dispatch, fur out walls at rain leaders in dispatch and polygraph. Grinding fins and imperfections at lower level exposed concrete walls. <small>Carl Brinkerhoff 12/06/19 03:22PM</small>	7	8	5235.5
Puffin Electric	2 journeyman and an apprentice onsite continuing electrical rough in mainly upper level. Roughed in power to door frames as required. <small>Carl Brinkerhoff 12/06/19 03:24PM</small>	3	0	905.5
Total		12	72	10737

Time Cards

No entry

103

393

Materials

No entry

General Notes

No entry

Site Safety Observations

1. Site safety protocols were observed onsite today.

Carl Brinkerhoff | 12/06/19 | 03:26PM

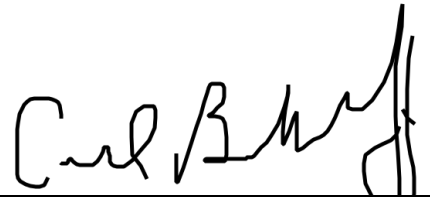
Quality Control Observations

1. All materials and workmanship performed onsite today met or exceeded project specifications.

Carl Brinkerhoff | 12/06/19 | 03:26PM

Survey

Questions	N/A	No	Yes	Description
1. Any accidents on site today?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2. Any schedule delays occur?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3. Did weather cause any delays?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4. Any visitors on site?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Pat McNary was onsite to layout control room. Person from dispatch and officer Brown were onsite to coordinate control room layout. Gentleman from ProCom was onsite this afternoon. Carl Brinkerhoff 12/06/19 03:29PM
5. Any areas that can't be worked on?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	No exterior door frames onsite yet. Carl Brinkerhoff 12/06/19 03:29PM
6. Any equipment rented on site?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	All terrain scissor lift. Carl Brinkerhoff 12/06/19 03:29PM



I, Carl Brinkerhoff, have reviewed and completed this report.

Carl Brinkerhoff | 12/06/19 | 03:29PM

SUBCONTRACTOR REPORTS



Fri 12/06/2019

Homer Public Safety Building: Grubstake Avenue Homer, Alaska 99603

Name	Description	Quantity	Hours	Hours To Date
1. Puffin Electric	No Entry	0	0.0	0.0
2. Eayrs Plumbing and Mechanical	No Entry	0	0.0	0.0
3. PEI	No Entry	0	0.0	32.0
Subtotal		0	0	32.0
Grand Total (Includes Cornerstone General Contractors Work Log Total)		12	72	10769.0

Homer Public Safety Building

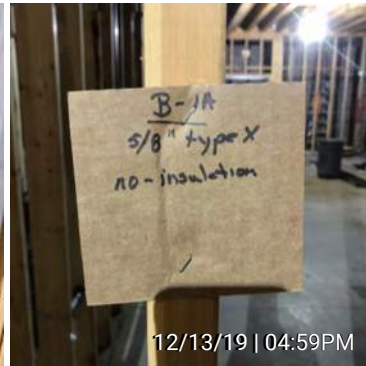
Grubstake Avenue Homer, Alaska 99603



Date Fri 12/13/2019

Job # 1809-2

Prepared By Carl Brinkerhoff



Weather

6:00 AM

41°

Possible Drizzle

Wind: 12 MPH | Precipitation: .08" | Humidity: 87%

12:00 PM

42°

Overcast

Wind: 10 MPH | Precipitation: .14" | Humidity: 79%

4:00 PM

42°

Mostly Cloudy

Wind: 11 MPH | Precipitation: .15" | Humidity: 73%

Work Logs

Name	Description	Quantity	Hours	Hours To Date
Accel Fire		0	0	14
Alasco Insulation		0	0	11
Consolidated Roofing		0	0	477
Duct or Sheet Metal	Onsite laying out duct work. More changes in framing to accommodate. Coordinated RTU-1 hoisting. Carl Brinkerhoff 12/14/19 09:55AM	2	4	36
East Road Services		0	0	944
Eayrs Plumbing	Onsite working at upper level domestic water. Showers are not in town and it's doubtful they will be here prior to new year without air freight. This will prohibit. Last exterior door frame to be installed at lower level and will delay Sheetrock at walls in locker room. Carl Brinkerhoff 12/14/19 09:59AM	2	6	580
Matt Hanson, Ron Frazier, Tanner Stengel, Chad Albertsons, Ryan Fox, Jim Pollack, Tod Shar	Supervision, coordination and documentation. Began installing exterior door frames at lower level. Continued interior blocking. Completed grinding fins at lower level exposed concrete walls. Marked all framed walls for type of insulation and Sheetrock. Carl Brinkerhoff 12/14/19 10:03AM	6	0	0
Puffin Electric	2 journeyman and an apprentice onsite continuing com. Electrical and data rough in at upper level and lower level exterior door frames Carl Brinkerhoff 12/14/19 10:05AM	3	8	1025.5
Total		13	44	11190

107

397

Time Cards

No entry

Materials

No entry

General Notes

1. Crane moved up to next Wednesday 12/18/19.
Solo tube arrived onsite at end of shift today.

Carl Brinkerhoff | 12/14/19 | 10:12AM

Site Safety Observations

No entry

Quality Control Observations

1. Site safety protocols were observed onsite today.

Carl Brinkerhoff | 12/14/19 | 10:12AM

Survey

Questions	N/A	No	Yes	Description
1. Any accidents on site today?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2. Any schedule delays occur?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Showers for lower level locker rooms not ordered by mechanical sub in time to be onsite prior to framing and now are preventing exterior door frame completion and sheet rock installation Carl Brinkerhoff 12/14/19 10:10AM
3. Did weather cause any delays?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4. Any visitors on site?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Jacko the crane opperator was onsite today. Went with him to Eyres storage to determine rigging needs. Carl Brinkerhoff 12/14/19 10:18AM
5. Any areas that can't be worked on?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Showers at locker room not onsite. Exterior doors and hard ware not on site. Neither type of siding on site. Bat type insulation not onsite. Carl Brinkerhoff 12/14/19 10:18AM
6. Any equipment rented on site?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	All terrain scissor lift. Carl Brinkerhoff 12/14/19 10:18AM

Attachments



Carl Brinkerhoff

I, Carl Brinkerhoff, have reviewed and completed this report.

Carl Brinkerhoff | 12/14/19 | 10:18AM

SUBCONTRACTOR REPORTS



Fri 12/13/2019

Homer Public Safety Building: Grubstake Avenue Homer, Alaska 99603

Name	Description	Quantity	Hours	Hours To Date
1. Puffin Electric	No Entry	0	0.0	0.0
2. Eayrs Plumbing and Mechanical	No Entry	0	0.0	0.0
3. PEI	No Entry	0	0.0	136.0
Subtotal		0	0	136.0
Grand Total (Includes Cornerstone General Contractors Work Log Total)		13	44	11326.0

Homer Public Safety Building

Grubstake Avenue Homer, Alaska 99603



Date Fri 12/20/2019

Job # 1809-2

Prepared By Carl Brinkerhoff



12/20/19 | 04:38PM



12/20/19 | 04:38PM



12/20/19 | 04:38PM



12/20/19 | 04:38PM

Weather

6:00 AM

25°

Clear

Wind: 9 MPH | Precipitation: .0" | Humidity: 64%

12:00 PM

24°

Clear

Wind: 7 MPH | Precipitation: .0" | Humidity: 64%

4:00 PM

24°

Mostly Cloudy

Wind: 6 MPH | Precipitation: .0" | Humidity: 60%

Work Logs

Name	Description	Quantity	Hours	Hours To Date
Accel Fire		0	0	38
Alasco Insulation		0	0	91
Consolidated Roofing		0	0	477
Duct or Sheet Metal	Three workers onsite installing ducting mains at upper level in squad room and detectives offices. <small>Carl Brinkerhoff 12/20/19 06:53PM</small>	3	8	91
East Road Services		0	0	944
Eayrs Plumbing	Onsite working at upper level continuing domestic water rough in. <small>Carl Brinkerhoff 12/20/19 06:54PM</small>	1	8	633
Matt Hanson, Ron Frazier, Tanner Stengel, Chad Albertsons, Ryan Fox, Jim Pollack, Tod Sharp	Supervision, coordination and documentation. Completed interior shear diaphragm sheeting at upper level. Installed Sheetrock at janitors closet behind roof access ladder, installed ladder. Used Dimond blade on grinder to provide caulk joint space around detention frames and control joints for pick proof caulk. Framed additional openings for duct work through partition walls not previously lay out. Furred down women's detention ceilings <small>Carl Brinkerhoff 12/20/19 07:07PM</small>	7	8	392
Puffin Electric	2 journeyman and an apprentice onsite continuing rough in at upper level. Met with Pat McNary to discuss work at existing police station regarding generator move. Also discussed work required to get permanent power here at this site.	3	8	1145.5

111

401

Total

14

112

11802

Time Cards

No entry

Materials

No entry

General Notes

1. Went over for hardware inconsistencies between electrical drawings/ Siemens drawings and hardware schedule with Puffin.

Ordered materials for suspended gyp ceilings.

Carl Brinkerhoff | 12/20/19 | 07:10PM

Site Safety Observations

1. Site safety protocols were observed onsite today.

Carl Brinkerhoff | 12/20/19 | 07:10PM

Quality Control Observations

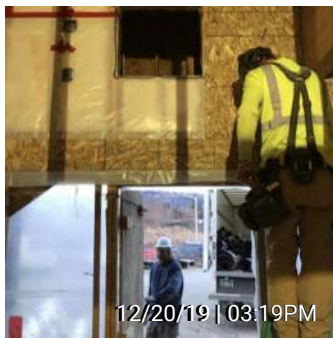
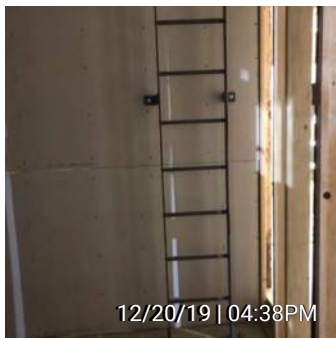
1. All materials and workmanship performed onsite today met or exceeded project specifications.

Carl Brinkerhoff | 12/20/19 | 07:10PM

Survey

Questions	N/A	No	Yes	Description
1. Any accidents on site today?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2. Any schedule delays occur?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3. Did weather cause any delays?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4. Any visitors on site?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Pat McNary was on site today. Carl Brinkerhoff 12/20/19 07:13PM
5. Any areas that can't be worked on?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Door 100A & 100B. Both types of exterior siding. Permanent electrical power to building which will delay elevator installation Carl Brinkerhoff 12/20/19 07:13PM
6. Any equipment rented on site?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	All terrain scissor lift Carl Brinkerhoff 12/20/19 07:13PM

Attachments



Carl Brinkerhoff

I, Carl Brinkerhoff, have reviewed and completed this report.

Carl Brinkerhoff | 12/20/19 | 07:13PM

SUBCONTRACTOR REPORTS



Fri 12/20/2019

Homer Public Safety Building: Grubstake Avenue Homer, Alaska 99603

Name	Description	Quantity	Hours	Hours To Date
1. Puffin Electric	No Entry	0	0.0	0.0
2. Eayrs Plumbing and Mechanical	No Entry	0	0.0	0.0
3. PEI	Door access control for doors 105, 107, 114A, and 126 was in question today for us because	3	24.0	160.0
Subtotal		3	24	160.0
Grand Total (Includes Cornerstone General Contractors Work Log Total)		17	136	11962.0

Homer Public Safety Building

Grubstake Avenue Homer, Alaska 99603



Date Sat 01/04/2020

Job # 1809-2

Prepared By Carl Brinkerhoff



01/04/20 | 04:37PM



01/04/20 | 04:37PM



01/04/20 | 04:36PM



01/04/20 | 04:36PM

Weather

6:00 AM

12°

Clear

Wind: 8 MPH | Precipitation: .01" | Humidity: 72%

12:00 PM

14°

Clear

Wind: 7 MPH | Precipitation: .01" | Humidity: 69%

4:00 PM

13°

Clear

Wind: 7 MPH | Precipitation: .01" | Humidity: 71%

Work Logs

Name	Description	Quantity	Hours	Hours To Date
Accel Fire		0	0	70
Alasco Insulation		0	0	91
Carl's Drywall & Paint	Finish hanging Sheetrock at janitors, mail copy room. Hung Sheetrock at walls control room. Carl Brinkerhoff 01/04/20 04:55PM	2	8	72
Consolidated Roofing		0	0	477
Duct or Sheet Metal		0	0	107
East Road Services		0	0	944
Eayrs Plumbing		0	0	689
Puffin Electric	Onsite working mainly lower level walls. Carl Brinkerhoff 01/04/20 04:56PM	1	7	1176.5
Tod Sharp, Ron Frazier, Tanner Stengel, Ryan Fox, Jim Pollock	Supervision, coordination and documentation. Continued framing walls on top of CMU at cells. Continued work associated with door frame repair. Stocked additional Sheetrock in rooms for hangers. Installed new oil pressure sensor in fork lift. Installed new pump in Cornerstone dehumidifier. Clean up. Carl Brinkerhoff 01/04/20 04:59PM	4	8	112
Total		7	55	12177

Time Cards

No entry

115

405

General Notes

1. Confirmed abuse rock is in town at Spenard. Set up Monday delivery

Carl Brinkerhoff | 01/04/20 | 05:02PM

Site Safety Observations

1. Site safety protocols were observed onsite today.

Carl Brinkerhoff | 01/04/20 | 05:03PM

Quality Control Observations

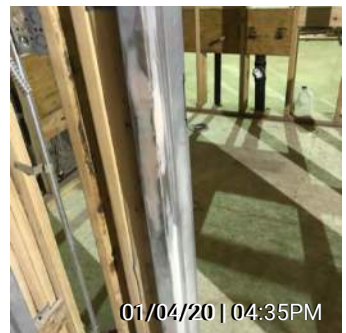
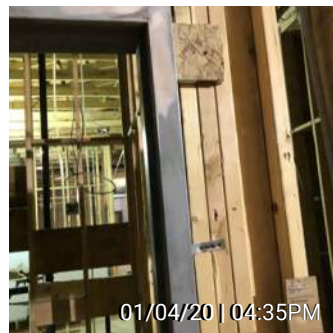
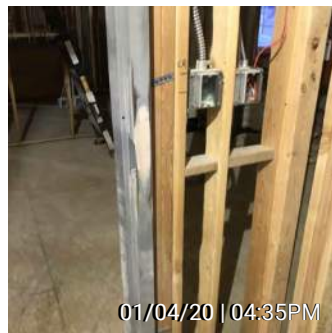
1. All materials and workmanship performed onsite today met or exceeded project specifications.

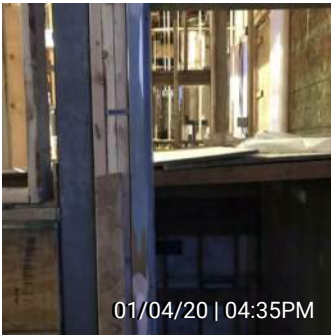
Carl Brinkerhoff | 01/04/20 | 05:03PM

Survey

Questions	N/A	No	Yes	Description
1. Any accidents on site today?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2. Any schedule delays occur?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3. Did weather cause any delays?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4. Any visitors on site?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5. Any areas that can't be worked on?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Exterior door frames, exterior doors and hardware, both types siding. Lower level walls waiting on plumbers to rough in and get showers in locker rooms. Carl Brinkerhoff 01/04/20 05:01PM
6. Any equipment rented on site?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	All terrain scissor lift. Carl Brinkerhoff 01/04/20 05:01PM

Attachments





Carl Brinkerhoff

I, Carl Brinkerhoff, have reviewed and completed this report.

Carl Brinkerhoff | 01/04/20 | 05:03PM

SUBCONTRACTOR REPORTS



Sat 01/04/2020

Homer Public Safety Building: Grubstake Avenue Homer, Alaska 99603

Name	Description	Quantity	Hours	Hours To Date
1. Puffin Electric	No Entry	0	0.0	0.0
2. Eayrs Plumbing and Mechanical	No Entry	0	0.0	0.0
3. PEI	No Entry	0	0.0	280.0
Subtotal		0	0	280.0
Grand Total (Includes Cornerstone General Contractors Work Log Total)		7	55	12457.0

Customer Feedback Quarterly Report 4th Quarter, 2019

Customer Feedback Quarterly Report 4th Q 2019

DATE	TYPE	CUST COMMENT	Response
Oct-11	Concern	Online anonymous customer comment card alerting the City that the City's "black Jeep Wrangler makes frequent trips around town for no apparent reason, up to five times a day or more around town, out to the Spit and out Kachemak Drive."	Communications Coordinator forwarded message to Human Resources who contacted Public Works Department about observation and follow up with specific employee. Supervisor followed up and assured that the employee on official business.
Dec-19	Concern	Stop hemorrhaging books	Library Director followed up with regular patron who objects to removing materials from circulation even when they are old or in bad condition.
Dec-30	Compliment	The ladies were very helpful and friendly! Thank you!	



City of Homer

www.cityofhomer-ak.gov

Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov

(p) 907-235-3130

(f) 907-235-3143

Memorandum

TO: Katie Koester, City Manager

FROM: Melissa Jacobsen, City Clerk

DATE: January 7, 2020

SUBJECT: By Mail Election Meeting with Kenai Peninsula Borough Clerks

In response to Kenai Peninsula Borough Resolution 2019-047 and supporting Resolutions from the cities of Homer, Kachemak, Kenai, Seldovia, Seward, and Soldotna, the Borough and City Clerks will be working together to explore the implementation of the recommendations of the KPB Election Stakeholders Group.

We held our first meeting on December 13, 2019 and a list of our discussion points (prepared by Seward City Clerk, Brenda Ballou) is included below. We will meet again on January 24th to review Dennis Wheeler's proposal for by mail options for the Borough and Cities.

December 13th:

Dennis Wheeler, project manager for Municipality of Anchorage's Vote by Mail initiative

- *Is putting together a proposal for by mail options for the borough/city clerks*
- *KPB is contracting with him; no cost to cities*

Hurdles & Concerns to Overcome

- *Low voter turnout/engagement*
- *Voter intimidation/influence*
- *Security/fraud*
- *Cost/cost-sharing (based on number of registered voters vs. population)*
- *Ballot adjudication*
- *ADA compliance*

Things to Promote

- *Convenience voting*
- *Use social media, videos, etc. (one town did a parade)*
- *FAQs*
- *Voter verification process*
- *ADA compliance*
- *Know your district/jurisdiction*
- *SWAG (stuff we all get) like pins, stickers, etc.*

By Mail Ballots for KPB

- *Combine borough and city ballots into one "package" to be sent to voters*
- *Color code the borough ballot and envelope differently from the city ballot and envelope*
- *Voters turn in both envelopes to the same [120]; clerks separate and courier to the appropriate [410]*

- *Who and how do the envelopes get verified?*

Centralized Canvass at KPB vs Canvass at City

- *KPB would be willing to centralize canvassing of all ballots*
- *Cities are not in favor of centralizing canvass (will likely have to re-verify anyway; voter concerns about lost ballots or security issues)*
- *KPB is using state's "Review Board" concept to pay their Canvass workers \$25/hour rather than \$10/hour for Canvass Board*

Signature Verification

- *KPB will be asking for signature verification software because they have 50,000 voters to verify*

"Vote Centers" vs AVO

- *By Mail ballots mailed out three weeks in advance of election day, as usual*
- *Voters turn in voted ballots at drop boxes or at Vote Centers*
- *Voters can vote in person at Vote Centers (i.e., Absentee In Person)*
- *There is NO election day location anymore – just an extra day for the Vote Centers*

Election Equipment

- *KPB will take on the costs for election equipment; equipment would belong to KPB*
- *KPB will establish a Mutual Aid Agreement (MAA) with cities*
- *MAA will dictate cost of equipment rental, mailing, etc.*

Voter Pamphlets

- *KPB will customize the pamphlets to regions/districts*

2020 Census

- *Data will be received in 2021*
- *State/municipalities will then have the options to request redistricting*
- *Final decisions on redistricting will be made by Division of Elections*



KACHEMAK HERITAGE LAND TRUST



December 31, 2019

City of Homer
Attn: Katie Koester, City Manager
491 East Pioneer Avenue
Homer, AK 99603

RECEIVED

JAN 6 7 2020

Dear Katie,

As you know, every year, KHLT staff and volunteers carefully monitor all conservation easements by physically walking, inspecting and photographing each property. This information becomes part of our permanent files to document the condition of the property over time.

Volunteer monitor Cathi Purington and I completed the annual monitoring of your property (KPB PIN# 18102019) on August 23, 2019. No threats to the conservation values of the property or inconsistencies with the KHLT conservation easement were observed by the field monitors during this visit. This year we did find a large driftwood fort again (in a similar location as years previous). There was a firepit and trash debris around it, which we cleaned up the best to our ability, but we did not attempt to dismantle the fort. They are the black points on the enclosed map.

As a general reminder, if the City plans to engage in any activities on the property that might require prior notification, please contact KHLT in a timely manner. If you have any general concerns or questions about the property and the easement, we are happy to address those with you as well.

Sincerely,

Courtney Dodge
Stewardship Coordinator
Enclosure (1)



315 Klondike Ave., Homer, AK 99603
(907) 235-5263. www.KachemakLandTrust.org

Legend

- 2019 New Temporary Photopoints
- BDR and Temporary Photopoints
- ▭ Louie's Lagoon Boundary
- ▭ KPB Parcels

123

Louie's Lagoon Easement 2019 Photopoint Map

NAD 1983 State Plane Alaska 4 FIPS 5004 Feet,
Transverse Mercator KPB 2016 Aerial Imagery Created 11/20/2016
The information depicted
on this map is a graphical representation of best available
KHLT assumes no responsibility for any errors on the

413

