



Homer City Hall

491 E. Pioneer Avenue

Homer, Alaska 99603

www.cityofhomer-ak.gov

City of Homer Agenda

Planning Commission Worksession

Wednesday, October 20, 2021 at 5:30 PM

Council Chambers via Zoom Webinar

Webinar ID: 93628153389 Password: 865591

Dial (669)900-6833 or (253)215-8782 or Toll Free (877) 853-5247 or (888) 788-0099

CALL TO ORDER, 5:30 P.M.

AGENDA APPROVAL

DISCUSSION TOPIC(S)

- A. Platting Process Discussion - with presenter Scott Huff, Platting Manager for the Kenai Peninsula Borough

REGULAR MEETING AGENDA ITEMS

COMMENTS OF THE AUDIENCE (3 minute time limit)

ADJOURNMENT, 6:20 P.M.

Next Regular Meeting is Wednesday, November 3, 2021, 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.

CITY PLANNING AND ZONING COMMISSION SUBDIVISION PLATTING, RIGHT OF WAY VACATIONS UTILITY EASEMENT ALTERATIONS



PLATTING AUTHORITY AND REGULATIONS

- A.S. 29.40.010. Planning, platting and land use regulation.
 - (a) A first or second class borough shall provide for planning, platting, and land use regulation on an area wide basis.
 - (b) If a city in a borough consents by ordinance, the assembly may by ordinance delegate any of its powers and duties under this chapter to the city. The assembly may by ordinance, without first obtaining the consent of the city, revoke any power or duty delegated under this section. *The borough has not delegated, and no City has accepted, platting duties.*
- A.S. 29.40.080 Platting authority *KPB Planning Commission*
 - (a) The assembly by ordinance shall establish a platting authority to administer subdivision regulations and to perform other duties as required by the assembly. The platting authority may consist of members of the planning commission or of other municipal residents.
 - (b) The assembly may by ordinance provide for an administrative official to act as the platting authority with regard to abbreviated plats.
- KPB Title 20 Subdivision Subdivisions
 - Plat submittals, subdivision design, wastewater disposal, exceptions, final plat, vacations, private streets & gated communities
- KPB 20.10.010 Purpose of provisions – The purpose of this title is to promote an adequate and efficient street and road system, to provide necessary easements, to provide minimum standards of survey accuracy and proper preparation of plats, and to protect and improve the health, safety and welfare of the people. *KPB has no zoning regulations so platting is one of the few guides to development of borough lands.*

WHAT FALLS UNDER THE KPB PLATTING AUTHORITY REVIEW?

- Subdivision plats
 - plat waivers, abbreviated plats, regular plats, right of way acquisition plats, municipal entitlement plats, private streets & gated subdivision
(enacted May 2020 but not applied within incorporated Cities)
- Right of way vacations
- Section line easement vacation recommendation to the State of Alaska DNR
- Platted utility easement alterations
- Building setback permits
- Vacations, easement alterations, and building setback permits were revised in April 2021

PLATTING REVIEW PROCESS

- 1st step - Review and recommendation from City Planning and Zoning Commission (if within city limits)
- 2nd step – Review, public hearing, and decision by KPB Planning Commission
 - Planning Commission – 11 members with representation from Cities and Borough areas
 - Plat Committee – made up at least 4 Commissioners
 - City representative only vote once for plats either at city level or borough level (quasi-judicial action) but may vote at both levels for right of way vacation (legislative action)
- 3rd step for Right of way Vacations – forwarded to KPB Assembly or City Council for consent or veto
- Utility easement alterations / vacations do not require the consent of the assembly or city council unless city code specifically provides otherwise *Only the City of Kenai requires Council to review easement alterations.*
- Appeals of KPB Planning Commission decision
 - Subdivision plats – Plat committee > full Planning Commission > hearing officer
 - Right of way – superior court
 - Utility easement alteration – superior court

COMPLETION PLATS, RIGHT OF WAY VACATIONS AND PLATTED EASEMENT ALTERATIONS

- Plats
 - Preliminary plat approval – 2 years with 2 additional 2 year time extensions – a recorded phase will extend approval for 2 years
 - Final plat approval – must follow the Planning Commission decision, no major changes, no additional public hearing
 - If within City
 - installation agreement is required before final plat approval
 - City must sign final plat to accept any right of way dedications
 - City must approve any time extension requests
- Right of way vacations
 - Finalized when the plat is recorded
- Platted easement alterations
 - Depicted on a recorded plat
 - Resolution recorded in the State Recorder's Office

ROLE OF THE CITY PLANNING AND ZONING COMMISSION

- Review the project for compliance with City development standards
 - Access issues / transportation plan / trails
 - Utilities (city water/sewer/drainage services and public utilities)
 - Comply with zoning standards
- Provide a recommendation to the KPB Planning Commission
- KPB Staff and KPB Planning Commission value the City staff reports, and Planning and Zoning Commission recommendations