



Homer City Hall

491 E. Pioneer Avenue

Homer, Alaska 99603

www.cityofhomer-ak.gov

City of Homer Agenda

Planning Commission Regular Meeting

Wednesday, September 01, 2021 at 6:30 PM

Council Chambers via Zoom Webinar

Webinar ID: 979 8816 0903 Password: 976062

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

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. Planning Commission Regular Meeting Minutes of August 18, 2021 **p. 3**

PRESENTATIONS / VISITORS

REPORTS

- A. Staff Report 21-53, City Planner's Report **p. 11**
- B. Public Works Task Force **no packet materials**

PUBLIC HEARINGS

PLAT CONSIDERATION

- A. Staff Report 21-55, Terra Bella Subdivision Preliminary Plat **p. 13**
- B. Staff Report 21-56, REVISED West Hill Subdivision – Harness Addition Preliminary Plat **p. 25**
- C. Staff Report 21-57, Bunnell's Subdivision Haigh 2021 Replat Preliminary Plat **p. 34**

PENDING BUSINESS

NEW BUSINESS

INFORMATIONAL MATERIALS

- A. City Manager's Report for August 23, 2021 City Council Meeting **p. 46**
- B. Kenai Peninsula Borough Notice of Decisions **p. 57**
- C. Planning Commission Calendar **p. 58**

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, September 15, 2021 at 6:30 p.m. All meetings scheduled to be held virtually by Zoom Webinar from 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 21-18, a Regular Meeting of the Planning Commission was called to order by Chair Scott Smith at 6:33 p.m. on August 18, 2021 at Cowles Council Chambers in City Hall located at 491 E. Pioneer Avenue, Homer, Alaska, and via Zoom Webinar. There is one vacancy on the Commission.

PRESENT: COMMISSIONERS BARNWELL, VENUTI, SMITH, CONLEY, HIGHLAND, CHIAPPONE

STAFF: CITY PLANNER ABBOUD
DEPUTY CITY CLERK KRAUSE

The Commission met prior to the regular meeting at 5:30 p.m. for a worksession. They discussed the proposed amendments to Homer City Code 21.57 Large Retail and Wholesale Stores.

APPROVAL OF THE AGENDA

Chair Smith requested a motion to approve the agenda.

HIGHLAND/VENUTI MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENTS ON ITEMS ALREADY ON THE AGENDA

RECONSIDERATION

CONSENT AGENDA

A. Planning Commission Regular Meeting Minutes of August 4, 2021

Chair Smith read the Consent Agenda into the record and requested a motion of approval.

HIGHLAND/BARNWELL MOVED TO APPROVE THE CONSENT AGENDA.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PRESENTATIONS / VISITORS

REPORTS

A. Staff Report 21-49, City Planner's Report

Chair Smith introduced the item and deferred to City Planner Abboud.

City Planner Abboud spoke to his written staff report, highlighting the following:

- Ordinance regarding on site marijuana failed and there was no public comment
- Pleased to see that there are efforts to mitigate the Spruce Bark Beetle dead trees
- Looking forward to attend the annual Planning Conference being held in Arizona this year.

There were no volunteers to attend and report at the City Council meetings.

Chair Smith noted that he will be submitting a written report that will be included in the supplemental packet for Council.

City Planner Abboud reported that the Commission will be getting a more detailed report in the fall, the report was included in the packet for this meeting to keep the Commission abreast of the status of the project.

B. Public Works Campus Task Force Report

Chair Smith introduced the item and asked for Commissioner Barnwell to provide his report.

Commissioner Barnwell provided a summary of the work completed by the Task Force and the work product developed; an executive summary memorandum and detailed report with conclusions and findings, as well as three mitigations strategies for a tsunami hazard.

Commissioner Barnwell fielded questions and comments from the Commission on the following:

- Inundation mapping
- Historical events related to the flat area of the slough and airport areas
- Future uses of the existing public works campus

PUBLIC HEARINGS

PLAT CONSIDERATION

PENDING BUSINESS

A. Staff Report 21-51, Large Retail and Wholesale Stores Code

Chair Smith introduce the item by reading of the title. He then invited City Planner Abboud to provide his report to the Commission.

City Planner Abboud provided a recap of the discussion during the worksession. He then facilitated discussion on the following:

- Traffic Impact Analysis
 - o Requirements and how that affects the last property owner to develop
- Community and Economic Impact Analysis

- How much outlay would this require
- Parking issues overall
 - parking lots for the large retail not to exceed 10% of the required amount
 - Save U More removed the islands to allow additional spaces
 - there is additional land surrounding the store that could be used
- Having large retail operations would put the small local retail shops out of business
- Water and sewer facilities required by large retail stores
 - Many small communities do not offer that in order to keep large companies disinterested
- Pushing the cart towards online sales
- Rewrite of the Transportation Plan
 - Current transportation plan is outdated
 - If State requests projects the city does not have shovel ready plans
- Analysis and projection of population growth
 - 1% growth inside city limits
 - Growth outside city limits which affects Homer
- Connectivity will be needed now and in the future
- Clarification on requirements for CUP's
- Requirements for multi-size parking stalls and how would that be addressed
- Seasonal Parking Requirements for Large Retail Stores
- Landscaping requirements
 - Allowing Alders for use as natural mature vegetation
 - Lines 195, completion in 9 months too long of time
- Incorporating some of the landscaping requirements into the Community Design Manual (CDM)
 - Including 1% for art requirements for projects
 - Art is very subjective
- Snow storage area increase

City Planner Abboud will work more on this and bring it back for a future meeting.

- B. Staff Report 21-50, Ordinance 21-XX amending on-site parking requirements for one-bedroom dwellings

Chair Smith introduced the item by reading of the title and invited the City Planner to provide the report.

City Planner Abboud provided a summary of Staff Report 21-50 and addressed comments on the following:

- Number of parking stalls per efficiency or studio
- Having parking for guests
- Establishing one guest parking stall per four parking stalls for efficiencies for a total of 5 parking stalls. Ex. Eight efficiencies would require 2 guest parking stalls.

City Planner Abboud stated he will prepare for a public hearing on this item.

NEW BUSINESS

A. Staff Report 21-47, Review of Planning Commission Bylaws & Policies and Procedures

Chair Smith introduced the item by reading of the title and invited the City Planner to speak to his staff report.

City Planner Abboud reviewed the proposed amendments to the Policy and Procedures document and the Bylaws for the Commission. He noted the proposed changes that the City Clerk's Office was bringing forward. He explained that it will need to be reviewed at a second meeting before being sent to City Council for final approval. He noted that the next item on the agenda, a draft ordinance on teleconferencing and attendance will be incorporated into the documents once approved by Council.

City Planner Abboud voiced his dislike on the Clerk's recommendation for excused or unexcused absences, since it is not defined on what counts as excused or unexcused and who determines that it is excused or unexcused. Commissioners will need to contact the Clerk no later than two hours prior to the meeting regarding attendance. He then noted that the percentage of total meetings to 50% from 30% and explained that recently they have considered moving to one meeting per month due to the heavy work schedule and requirements to prepare for a meeting and how much time it takes. He then commented on the likelihood of a Commissioner missing as many as 11 meetings and how detrimental that would be to their effectiveness serving on the Commission.

City Planner Abboud requested input from the Commission on the proposed changes and if there were any additional changes that they feel should be made within the documents.

Commissioner Highland recommended that all the personal pronouns be amended to reflect the plural pronouns of they/their/them as necessary.

City Planner Abboud facilitated a brief discussion on the use of the plural pronoun.

Commissioner Highland requested clarification on quorum and voting and the use of Consensus.

Deputy City Clerk Krause explained the requirements of Robert's Rules in regards to the use of roll call voting and consensus. She further noted that the Commission being a quasi-judicial body that their actions should be by roll call vote unless it is an item that is non-contentious and would presumably not invoke contention from the public.

Commissioner Highland then requested clarification on the absences as she saw in one place missing up to six meetings but saw later in the packet missing up to 50% of the meetings.

City Planner Abboud stated that that leads into the draft ordinance presented in the packet and is why they need to wait to finish the amendments to the Bylaws until it gets approved. He believed that missing 50% of their scheduled meetings would not be good.

Commissioner Highland did not agree with the high percentage for this Commission.

Chair Smith commented that reducing meetings of the Commission to one per month would make for some very long meetings and would overall slow the processes down so he would not be in support of

a reduction in meetings. He believed that a commissioner's integrity was significant and if a person signed up to be on the Commission there are sacrifices that they will need to make and other areas that adjustments will be required. Chair Smith supported allowing up to six absences as it currently reads but did not support the 50% absences. He noted that emergencies and life happens and that if they call the Clerk or not they will still be in good standing missing six meetings. He further advocated that they amend the verbiage to reflect "communicate to or with" which then opens up other forms of contacting the clerk besides a phone call.

There was a brief discussion on addressing an item in the next topic but that would be a point of order since it is a separate agenda item.

City Planner Abboud commented that a better word than communicate may be "notify" in response to Chair Smith's recommendation on verbiage to use when contacting the Clerk.

B. Memorandum from City Clerk re: Amending Homer City Code 2.58 Regarding Teleconferencing, Attendance and Vacancies for Boards and Commissions

Chair Smith introduced the next item by reading of the title and invited City Planner Abboud to speak to the Commission.

City Planner Abboud stated that he would defer to the Clerk as this item was presented by their office and he has stated his comments previously on the proposed amendments regarding excused or unexcused as he does not like undefined terms and anybody being a decider was excused other than to notify the Clerk two hours prior to the meeting and that for the Commission we would hold ourselves to a standard of six meetings rather than half.

Deputy City Clerk Krause provided background on why these proposed changes were being recommended by the Clerk's Office were due to the Emergency Order allowing attendance and conducting a meeting via teleconference expired and there were some commissions that did not allow conducting their meetings; so the City Clerk brought forward and Council approved an emergency ordinance which allowed them the ability to draft the ordinance that is before them tonight. The City plans to conduct hybrid meetings going forward and this requires some changes to Commissions and Board Bylaws. She provided some history on the previous amendments to the other Commissions and Board's bylaws to bring some consistency to them and how they conduct their meetings and the background for the proposed changes to vacancies, absences and excused or unexcused absences.

Chair Smith questioned what would happen if the Clerk was not available, in regards to absences.

Deputy City Clerk Krause responded that there are two other clerks that would be available to step in and she does have the ability to work from home. She further noted that the Clerk's Office is working on their Standard Operating Procedures.

Chair Smith did not have any objections to the other recommendations and supported them.

Commissioner Highland requested clarification on striking the word "advisory" in front of Planning Commission throughout the documents.

Deputy City Clerk Krause facilitated discussion on the following:

- Preference to attend meetings in person but it is encourage to attend meetings as a whole whether teleconference or in person
- Due to COVID it is understandable why persons may opt for attending a meeting by teleconference.
- The Clerk will make the determination as to who is excused and who is not as we are responsible for attendance.
 - o Historically Commissions and Board members have automatically excused anyone just because
- The requirement to notify the clerk is to address the issue of the Clerk trying to track down a member especially in the case of needed quorums.
- Over the past year it has been proven that the Board and Commissions can conduct business and be effectiveness via teleconference.
- In accordance to Homer City Code, the Mayor is not a consulting member of the Planning Commission only the City Manager, Public Works Director or their designees is specified.

C. Staff Report 21-52, Converted Shipping Containers

Chair Smith introduced the item by reading of the title and invited City Planner Abboud to provide his report.

Commissioner Venuti called for a point of order and recommended that until the decision has been issued by the Board of Adjustment that the Commission should not address matters that surround connexes.

Deputy City Clerk Krause advised that the Commission can postpone the item to a date certain because if they motion to table the item that would remove it permanently in response to the question posed by City Planner Abboud.

VENUTI/HIGHLAND MOVED TO POSTPONE THIS ITEM UNTIL THEIR NEXT MEETING.

There was a brief discussion on the possibility of the issue coming before the Commission again.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

INFORMATIONAL MATERIALS

- A. City Manager Reports for August 9, 2021 City Council Meeting
- B. Planning Commission Calendar

Chair Smith noted the informational items in the packet and asked City Planner Abboud if her wanted to provide any additional information regarding the Calendar.

City Planner Abboud commented on possible Commission training by the Clerks but since they are back in Zoom mode again for the most part they may wait on that but he will discuss it with the City Clerk. He next noted the desire to have a conversation with a DEC representative regarding density issues that are in city code and they seem based on water and sewer. He was not sure if KPEDD or Council Chambers will be ready for that so look forward to that possibility coming forward.

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY STAFF

Deputy City Clerk Krause commented on the Council candidacy period closing and the number of candidates for each seat. She noted that there was a potential for a female dominant Council. She then acknowledged the completion of the Public Works Campus Task Force and she was finalizing the edits to the reports.

City Planner Abboud agreed that it was a good meeting the Commission provided some good points and information and he appreciated their input on the items.

COMMENTS OF THE COMMISSION

Commissioner Highland commented on the recent borough land auction and the parcels in Homer being sold and that it could mean possible increases to their property values.

Commissioner Venuti agreed that it was a good meeting and continued by stating he was pro-development, pro-responsible –development and one of the things he has seen happen is the development of the subdivision at the bottom of West Hill And there is a tremendous amount of lots that are now available which will affect the tax rolls and I am glad to see the in-fill and the city expanding to the west. He recounted the Quiet Creek subdivision proposal and there was a lot of objection but it is developing into a really nice subdivision. The city is growing and he expressed being happy to be a part of it.

Commissioner Chiappone commented on still trying to get up to speed and appreciated the Commissioners patience and help.

Commissioner Barnwell echoed the good meeting sentiment and commented on recent concerns to the Trails group that there was not enough connectivity between trails between the West Homer Elementary and Eric Lane and that a person contacted the developer who was very responsive to the idea of connectivity between the school and subdivision. He noted that the subdivision was platted in 1986 and it great to see development done right and a developer so agreeable.

Commissioner Conley commented that it was a lot to take in for this meeting, he appreciated all the work that is done by staff in performing the legwork in the items that they put before the Commission

and believed that it was the right thing to do to postpone discussion on that topic until they see the decision.¹

Chair Smith thanked Commissioner Venuti for bringing forward the point of order on the agenda item even though he had been waiting for a long while to have that discussion. He really appreciated Commissioner Venuti's wisdom and humility. He thanked Commissioner Highland for catching the details and being so efficient and effective to get through the agenda items. He believed that the Commission is doing their best to make a difference in the Community and appreciated working with each one of the Commissioners. Chair Smith thanked Commissioner Barnwell again for stepping forward and volunteering to serve on the Public Works Campus Task Force and looked forward to learning and working with Commissioners Chiappone and Conley in the upcoming meetings. He then extended his appreciation for the Staff and the City Clerk's office.

ADJOURN

There being no further business before the Commission, the meeting was adjourned at 8:45 p.m. Next Regular Meeting is Wednesday, September 1, 2021 at 6:30 p.m. A worksession is scheduled for 5:30 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom webinar.

RENEE KRAUSE, MMC, DEPUTY CITY CLERK II

Approved: _____

¹ Commissioner Conley was experiencing technical issues with his internet service and was inaudible.



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 Planning Commission
FROM: Rick Abboud, AICP, City Planner
DATE: September 1, 2021
SUBJECT: Staff Report 21-53, City Planner's Report

City Council 8.23.21

Consent Agenda Items:

Memorandum 21-143 from Mayor Castner Re: Reappointment of Syverine Betz to the Planning Commission and Appointment of Christine Thorsrud to the ADA Compliance Committee. Recommend approval.

Ordinance 21-50, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code 2.58 Boards and Commissions Regarding Teleconferencing, Attendance, Vacancies, Recording Clerk, Staff Reports and Recommendations, and Rules of Order. City Clerk. Recommended dates Introduction August 23, 2021 Public Hearing and Second Reading September 13, 2021. Memorandum 21-145 from City Clerk as backup

ADOPTED Recommendations without discussion.

Economic Development Advisory Commission

Meets on Tuesday, August 31st for a work session at 5:30 pm on Wayfinding and Ordinance 21-50. Julie expects an October presentation to the Commission on the Wayfinding and Streetscape project, as the plan visuals are further developed.

Commissioner report to City Council

9/13 _____

9/27 _____

10/10 _____

Attachments

Memorandum 21-143, Reappointment of Syverine Bentz to the Planning Commission



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Office of the Mayor

491 East Pioneer Avenue
Homer, Alaska 99603

mayor@ci.homer.ak.us

(p) 907-235-3130

(f) 907-235-3143

Memorandum 21-143

TO: HOMER CITY COUNCIL
FROM: MAYOR CASTNER
DATE: AUGUST 18, 2021
SUBJECT: REAPPOINTMENT OF SYVERINE BENTZ TO THE PLANNING COMMISSION
AND CHRISTINE THORSRUD TO THE ADA COMPLIANCE COMMITTEE

Syverine Bentz is reappointed to the Planning Commission. The term expires July 1, 2022.

Christine Thorsrud is appointed to the ADA Compliance Committee to fill the seat vacated by Richard Clyne. The term expires August 31, 2022

Recommendation

Confirm the reappointment of Syverine Bentz to the Planning Commission and the appointment of Christine Thorsrud to the ADA Compliance Committee.



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(p) 907-235-3106
(f) 907-235-3118

Staff Report 21-55

TO: Homer Planning Commission
FROM: Julie Engebretsen, Deputy City Planner
THROUGH: Rick Abboud, City Planner
DATE: 9/1/2021
SUBJECT: Terra Bella

Requested Action: Approval of a preliminary plat to create ten residential lots along Fairview Ave, one lot on Alpine Way, and a large undevelopable steep tract

General Information:

Applicants:	Terra Bella Properties, LLC Joseph Columbus, Manager 1430 K Street Anchorage AK 99501	Geovera LLC Stephen Smith, surveyor PO Box 3235 Homer, AK 99603
Location:	West Fairview Ave, directly west of Hornaday Park	
Parcel ID:	17504005	
Size of Existing Lot(s):	39.5 acres	
Size of Proposed Lots(s):	Lots 1-10 are a little over an acre, Lot 11 is 2.2 acres, and Tract A is 25 acres	
Zoning Designation:	Rural Residential District	
Existing Land Use:	Vacant	
Surrounding Land Use:	North: Vacant South: Residential/vacant East: Karen Hornaday Park West: Residential	
Comprehensive Plan:	Chapter 4 Implementation 1-B-1: Consider additional methods for preserving natural areas and areas where ongoing natural processes may present hazards to existing or proposed development. 1-C-1 Promote infill development in all housing districts.	
Wetland Status:	Riverine/Riparian wetlands within the ravine.	
Flood Plain Status:	Zone D, flood hazards undetermined.	

BCWPD:	Not within the Bridge Creek Watershed Protection District.
Utilities:	City services are available to lots on Fairview Ave. Water is already available and sewer will be installed as part of the subdivision. Lot 11 and Tract A do not have access to city water and sewer.
Public Notice:	Notice was sent to 75 property owners of 70 parcels as shown on the KPB tax assessor rolls.

Analysis: This subdivision is within the Rural Residential District. This is a steep 40 acre tract with significant development constraints for any further development beyond what has been proposed by the applicants. This plat creates ten residential lots along Fairview Ave, one lot on Alpine Way, and a large undevelopable steep tract (Tract A). Staff researched topics including steep slopes, legal access to adjoining tracts, drainages, the campground road encroachment and potential trail access across this property. The resulting recommendations are included in this staff report.

Tract A

Tract A merits additional discussion. There has been some discussion that Tract A may be donated to the City, as it is very steep for development, and is adjacent to Hornaday Park. However, any such arrangement is outside of this platting action. Therefore the plat must be considered as a standalone recommendation to the Kenai Peninsula Borough Planning Commission.

1. A portion of the campground road encroaches on this property.

Recommendation: Staff requests a public access easement over the existing road where it encroaches on Tract A.

2. There is no legal access to the city owned lot north of this plat. Full physical access to the City parcel would need to be from the north and west, outside of this platting area. Granting an access easement would at least provide minimal legal access to the tract from the City's adjoining land.

Recommendation: Grant a public access or trail easement from the northwest corner of Karen Hornaday Park, to the City Parcel.

Homer City Code 22.10.051 Easements and rights-of-way

- A. The subdivider shall dedicate in each lot of a new subdivision a 15-foot-wide utility easement immediately adjacent to the entire length of the boundary between the lot and each existing or proposed street right-of-way.

Staff Response: The plat meets these requirements.

- B. The subdivider shall dedicate in each lot of a new subdivision any water and/or sewer easements that are needed for future water and sewer mains shown on the official Water/Sewer Master Plan approved by the Council.

Staff Response: The plat meets these requirements.

- C. The subdivider shall dedicate easements or rights-of-way for sidewalks, bicycle paths or other non-motorized transportation facilities in areas identified as public access corridors in the Homer Non-Motorized Transportation and Trail Plan, other plans adopted by the City Council, or as required by the Kenai Peninsula Borough Code.

Staff Response: See Public Works comments. Additional Right of Way dedication is required to allow for future sidewalk construction.

Preliminary Approval, per KPB code 20.25.070 Form and contents required. The commission will consider a plat for preliminary approval if it contains the following information at the time it is presented and is drawn to a scale of sufficient size to be clearly legible.

- A. Within the Title Block:
 - 1. Names of the subdivision which shall not be the same as an existing city, town, tract or subdivision of land in the borough, of which a plat has been previously recorded, or so nearly the same as to mislead the public or cause confusion;
 - 2. Legal description, location, date, and total area in acres of the proposed subdivision; and
 - 3. Name and address of owner(s), as shown on the KPB records and the certificate to plat, and registered land surveyor;

Staff Response: The plat meets these requirements.

- B. North point;

Staff Response: The plat meets these requirements.

- C. The location, width and name of existing or platted streets and public ways, railroad rights-of-way and other important features such as section lines or political subdivisions or municipal corporation boundaries abutting the subdivision;

Staff Response: The plat meets these requirements.

- D. A vicinity map, drawn to scale showing location of proposed subdivision, north arrow if different from plat orientation, township and range, section lines, roads, political boundaries and prominent natural and manmade features, such as shorelines or streams;

Staff Response: The plat meets these requirements.

- E. All parcels of land including those intended for private ownership and those to be dedicated for public use or reserved in the deeds for the use of all property owners in the proposed subdivision, together with the purposes, conditions or limitation of reservations that could affect the subdivision;

Staff Response: The plat meets these requirements. All lots are intended for private ownership at this time.

- F. The names and widths of public streets and alleys and easements, existing and proposed, within the subdivision; [Additional City of Homer HAPC policy: Drainage

easements are normally thirty feet in width centered on the drainage. Final width of the easement will depend on the ability to access the drainage with heavy equipment. An alphabetical list of street names is available from City Hall.]

Staff Response: Recommendations:

F1: Per HCC 11.04.050, the Master Roads & Streets Plan governs the functional classification of Homer's streets. Developers are required to dedicate street rights-of-way in agreement with the Plan. The Master Roads & Streets Plan designates Fairview Ave as an arterial. A 40 foot dedication on this plat is required to allow room for future sidewalk construction. There is potential this requirement could be met through a slope easement once the street design has been complete.

F2: A 60 foot drainage easement is requested, 30 feet each side of the centerline of the creek, extending north to the lot line.

- G. Status of adjacent lands, including names of subdivisions, lot lines, lock numbers, lot numbers, rights-of-way; or an indication that the adjacent land is not subdivided;

Staff Response: The plat meets these requirements.

- H. Approximate location of areas subject to inundation, flooding or storm water overflow, the line of ordinary high water, wetlands when adjacent to lakes or non-tidal streams, and the appropriate study which identifies a floodplain, if applicable;

Staff Response: The plat meets these requirements.

- I. Approximate locations of areas subject to tidal inundation and the mean high water line;

Staff Response: The plat meets these requirements.

- J. Block and lot numbering per KPB 20.60.140, approximate dimensions and total numbers of proposed lots;

Staff Response: The plat meets these requirements.

- K. Within the limits of incorporated cities, the approximate location of known existing municipal wastewater and water mains, and other utilities within the subdivision and immediately abutting thereto or a statement from the city indicating which services are currently in place and available to each lot in the subdivision;

Staff Response: The plat meets these requirements. Information is available at the Public Works Department.

- L. Contours at suitable intervals when any roads are to be dedicated unless the planning director or commission finds evidence that road grades will not exceed 6 percent on arterial streets, and 10 percent on other streets;

Staff Response: The plat meets these requirements.

- M. Approximate locations of slopes over 20 percent in grade and if contours are shown, the areas of the contours that exceed 20 percent grade shall be clearly labeled as such;

Staff Response: The plat meets these requirements.

- N. Apparent encroachments, with statement indicating how the encroachments will be resolved prior to final plat approval; and

Staff Response: The plat does not meet these requirements. Recommend dedication of a public access easement over the existing campground road where it encroaches on Tract A.

- O. If the subdivision will be finalized in phases, all dedications for through streets as required by KPB 20.30.030 must be included in the first phase.

Staff Response: The plat meets these requirements.

Public Works Comments:

1. **ROW Width.** Per HCC 11.04.050, the Master Roads & Streets Plan governs the functional classification of Homer's streets. Developers are required to dedicate street rights-of-way in agreement with the Plan. The Master Roads & Streets Plan designates Fairview Ave as an arterial. An 80 foot Right of Way is required. There is potential this requirement could be met through a slope easement once the street design has been complete.
2. **Road construction standard:** The HCC is not clear about what standard the developer needs to build the road improvements to. On one hand, HCC 11.04.050(c) says *"if a development includes a segment of an arterial or collector street as shown on the Master Plan, the developer shall construct the streets on the alignment adopted in the Master Roads and Streets Plan, and according to the geometric requirements (maximum grade, curvature, and intersection grade, and minimum intersection curb return radius) conforming to the respective classification."* On the other hand, the same code section goes on to say that *"the developer, in such case, shall be required to construct the street to a 28-foot width in accordance with the minimum requirements of a local residential street; provided, however, that the City may, upon direction of the City Council, elect to require construction to the full standards and pay to the developer the cost difference between the required street and the proposed street."* We need an interpretation of this section of Code to clarify what standard the developer must build the road to – to arterial standards or residential standards.
3. **Drainage Easement:** Request a 60 foot Drainage Easement. A majority of the stream's riparian wetlands are in the flood plain east of the stream, so a wider easement will protect more of these wetlands. As for a 30' easement on the western side of the stream, the easement boundary will still be well within the 20% slope area. Ideally the easement would extend to the northern lot line.
4. Note 6 says the lots are served by city water and sewer. This should be corrected to show lots 1-10 would be served.
5. Lots 1,2,3, 8,9 and 10 are steep and may be difficult to develop. Reducing the number of lots is favorable, although lots as shown are likely developable under the city's existing steep slope development code.

Staff Recommendation:

Planning Commission recommend approval of the preliminary plat with the following comments:

1. Include a plat note stating “Property owner should contact the Army Corps of Engineers prior to any on-site development or construction activity to obtain the most current wetland designation (if any). Property owners are responsible for obtaining all required local, state and federal permits.”
2. Dedicate a public access easement over the existing campground road where it encroaches on Tract A.
3. Correct Plat note 6 to specify which lots have access to city water and sewer.
4. Dedicate a 60 foot drainage easement centered on the creek, and also extending to the north property line.
5. Per HCC 11.04.050, the Master Roads & Streets Plan governs the functional classification of Homer’s streets. Developers are required to dedicate street rights-of-way in agreement with the Plan. The Master Roads & Streets Plan designates Fairview Ave as an arterial. An 80 foot Right of Way is required. This subdivision is required to provide for 40 feet of dedication north of centerline, which is ten additional feet above the standard of 30 feet. There is potential the additional ten feet required could be met through a slope easement once the street design has been complete.

Attachments:

1. Preliminary Plat
2. Public Notice
3. Wetlands and Aerial Map
4. Terrain Map

NOTES

1. BASIS OF BEARING FOR THIS SURVEY WAS DETERMINED BY A HIGH PRECISION GPS SURVEY USING TOPCON DUAL-FREQUENCY HiPer V RECEIVERS, DIFFERENTIALLY CORRECTED AND PROCESSED WITH MAGNET OFFICE VERSION 3.1 SOFTWARE. NAD83 ALASKA STATE PLANE GRID COORDINATES (U.S. SURVEY FEET) OBTAINED FROM THE GPS OBSERVATIONS WERE BASED ON THE NGS PUBLISHED VALUES FOR FEDERAL BASE NETWORK CONTROL STATION "HOMAIR" (PID TT0155).

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4. THE 15 FEET FRONTING THE STREET RIGHT-OF-WAYS AND THE FRONT 20 FEET WITHIN 5 FEET OF THE SIDE LOT LINES IS A UTILITY EASEMENT. NO PERMANENT STRUCTURE SHALL BE CONSTRUCTED OR PLACED WITHIN A UTILITY EASEMENT WHICH WOULD INTERFERE WITH THE ABILITY OF A UTILITY TO USE THE EASEMENT.

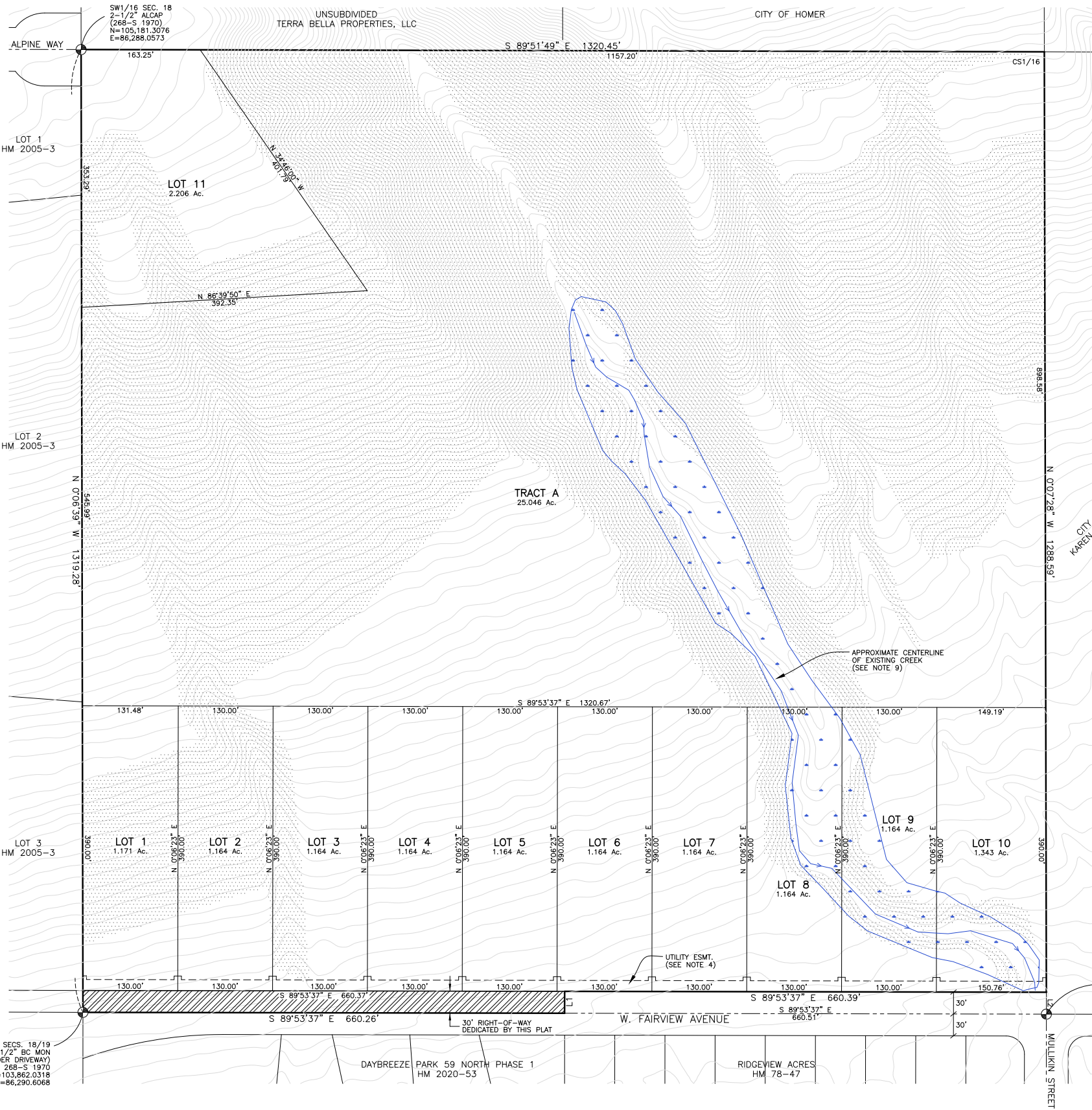
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6. THESE LOTS WILL BE SERVED BY CITY OF HOMER SEWER AND WATER.

7. ALL LOTS WITHIN THIS SUBDIVISION ARE SUBJECT TO CITY OF HOMER ZONING REGULATIONS. REFER TO THE HOMER CITY CODE FOR ALL CURRENT SETBACK AND SITE DEVELOPMENT RESTRICTIONS. OWNERS SHOULD CHECK WITH THE CITY OF HOMER PLANNING DEPARTMENT PRIOR TO DEVELOPMENT ACTIVITIES.

8. SET A 5/8" X 30" REBAR WITH 2" ALCAP (7538-S 2021) AT ALL LOT CORNERS UNLESS INDICATED OTHERWISE.

9. THERE IS A DRAINAGE EASEMENT 20 FEET ON BOTH SIDES OF THE EXISTING CREEK. APPROXIMATE LOCATION OF CREEK IS SHOWN.



LEGEND

INDICATES PRIMARY MONUMENT RECOVERED AS DESCRIBED

INDICATES POTENTIAL LOW WET AREAS PER KENAI WATERSHED FORUM 2013 COOK INLET WETLANDS MAPPING

INDICATES AREAS WITH SLOPES GREATER THAN 20%

INDICATES CENTERLINE OF DRAINAGE

PLAT APPROVAL

THIS PLAT WAS APPROVED BY THE KENAI PENINSULA BOROUGH PLANNING COMMISSION AT THE MEETING OF _____

BY: _____ AUTHORIZED OFFICIAL
KENAI PENINSULA BOROUGH

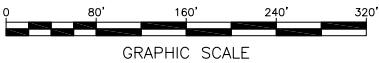
DATE _____

LINE TABLE

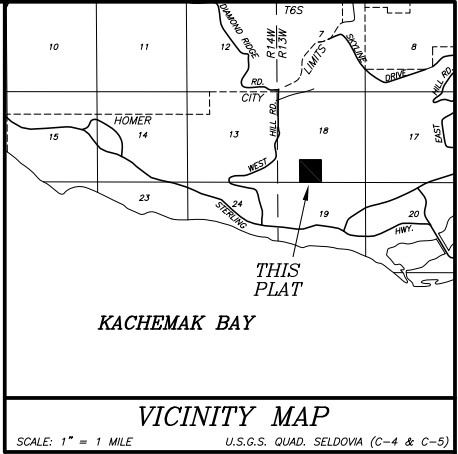
LINE	BEARING	DISTANCE
L1	N 0°06'23" E	30.00'
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WASTEWATER DISPOSAL

PLANS FOR WASTEWATER DISPOSAL THAT MEET REGULATORY REQUIREMENTS ARE ON FILE AT THE DEPARTMENT OF ENVIRONMENTAL CONSERVATION.



SURVEYOR _____ LICENSE # _____ DATE _____



CERTIFICATE OF OWNERSHIP AND DEDICATION

I HEREBY CERTIFY THAT TERRA BELLA PROPERTIES, LLC IS THE OWNER OF THE REAL PROPERTY SHOWN AND DESCRIBED HEREON, THAT ON BEHALF OF TERRA BELLA PROPERTIES, LLC I HEREBY ADOPT THIS PLAN OF SUBDIVISION, AND BY OUR FREE CONSENT DEDICATE ALL RIGHTS OF WAY AND PUBLIC AREAS TO PUBLIC USE, AND GRANT ALL EASEMENTS TO THE USE SHOWN HEREON.

TERRA BELLA PROPERTIES, LLC
JOSEPH COLUMBUS, MANAGER
1430 K STREET
ANCHORAGE, ALASKA 99501

NOTARY'S ACKNOWLEDGMENT

FOR JOSEPH COLUMBUS
ACKNOWLEDGED BEFORE ME THIS _____
DAY OF _____, 2021.

NOTARY PUBLIC FOR ALASKA

MY COMMISSION EXPIRES: _____

CERTIFICATE OF ACCEPTANCE

THE UNDERSIGNED OFFICIAL IDENTIFIED BY NAME AND TITLE IS AUTHORIZED TO ACCEPT AND HEREBY ACCEPTS ON BEHALF OF THE CITY OF HOMER FOR PUBLIC USES AND FOR PUBLIC PURPOSES THE REAL PROPERTY TO BE DEDICATED BY THIS PLAT INCLUDING EASEMENTS, RIGHTS-OF-WAY, ALLEYS, AND OTHER PUBLIC AREAS SHOWN ON THIS PLAT IDENTIFIED AS FOLLOWS:

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MATCHING 30' ROW FOR A PORTION OF WEST FAIRVIEW AVENUE.

THE ACCEPTANCE OF LANDS FOR PUBLIC USE OR PUBLIC PURPOSE DOES NOT OBLIGATE THE PUBLIC OR ANY GOVERNING BODY TO CONSTRUCT, OPERATE, OR MAINTAIN IMPROVEMENTS.

BY: _____ DATE: _____
ROB DUMOUCHEL, CITY MANAGER
CITY OF HOMER, ALASKA

HOMER RECORDING DISTRICT KPB FILE No. 2021-???

TERRA BELLA SUBDIVISION

THE SUBDIVISION OF A PORTION OF THE SE1/4 SW1/4 SECTION 18, T. 6 S., R. 13 W., SEWARD MERIDIAN, CITY OF HOMER, KENAI PENINSULA BOROUGH, THIRD JUDICIAL DISTRICT, ALASKA CONTAINING .39.531 ACRES

OWNER:
TERRA BELLA PROPERTIES, LLC
1430 K STREET ANCHORAGE, AK 99501

GEOVERA, LLC

PO BOX 3235
HOMER ALASKA 99603
(907) 399-4345
EMAIL: scsmith@gci.net

DRAWN BY: SCS	DATE: MARCH 2021	SCALE: 1" = 80'
CHK BY: SCS	JOB #2021-10	SHEET 1 OF 1

NOTICE OF SUBDIVISION

Public notice is hereby given that a preliminary plat has been received proposing to subdivide or replat property. You are being sent this notice because you are an affected property owner within 500 feet of a proposed subdivision and are invited to comment.

Proposed subdivision under consideration is described as follows:

Terra Bella Subdivision Preliminary Plat

The location of the proposed subdivision affecting you is provided on the attached map. A preliminary plat showing the proposed subdivision may be viewed at the City of Homer Planning and Zoning Office. Subdivision reviews are conducted in accordance with the City of Homer Subdivision Ordinance and the Kenai Peninsula Borough Subdivision Ordinance. A copy of the Ordinance is available from the Planning and Zoning Office. **Comments should be guided by the requirements of those Ordinances.**

A public meeting will be held by the Homer Planning Commission on Wednesday, September 1, 2021 at 6:30 p.m. The meeting will be held virtually.

Anyone wishing to view the complete proposal, attend or participate in the virtual meeting may do so by visiting the Planning Commission Regular Meeting page on the City's online calendar at <https://www.cityofhomer-ak.gov/calendar>. The proposal and meeting information will be posted by 5pm on the Friday before the meeting.

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If you have questions or would like additional information about the proposal, please contact Rick Abboud at the Planning and Zoning Office at 235-3106. If you have questions about how to participate in the virtual meeting, please contact the City Clerk's Office at 235-3130.

NOTICE TO BE SENT TO PROPERTY OWNERS WITHIN 500 FEET OF PROPERTY.

.....

VICINITY MAP ON REVERSE

Vicinity Map

This lot to be subdivided into 10 residential lots along Fairview Ave, one lot on Alpine Way and an interior tract (generally very steep). See plat

X

Hospital

Hornaday Park

Reber Ave

W Fairview Ave

Soundview Ave



Mullikin

Eric Lane

West
Homer
EI

Middle School

Legend

-  Subject Lot
-  Lots w/in 500 feet

Request for Terra Bella Subdivision Preliminary Plat

Marked lots are within 500 feet and property owners notified.

0 250 500 1,000 Feet

21

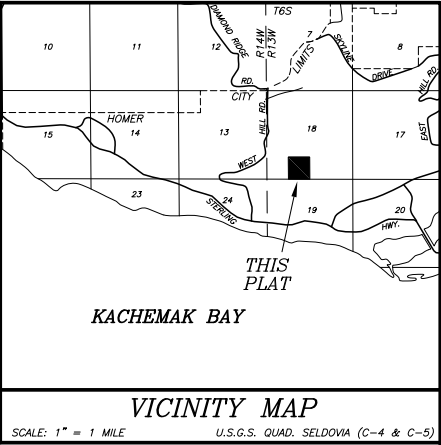
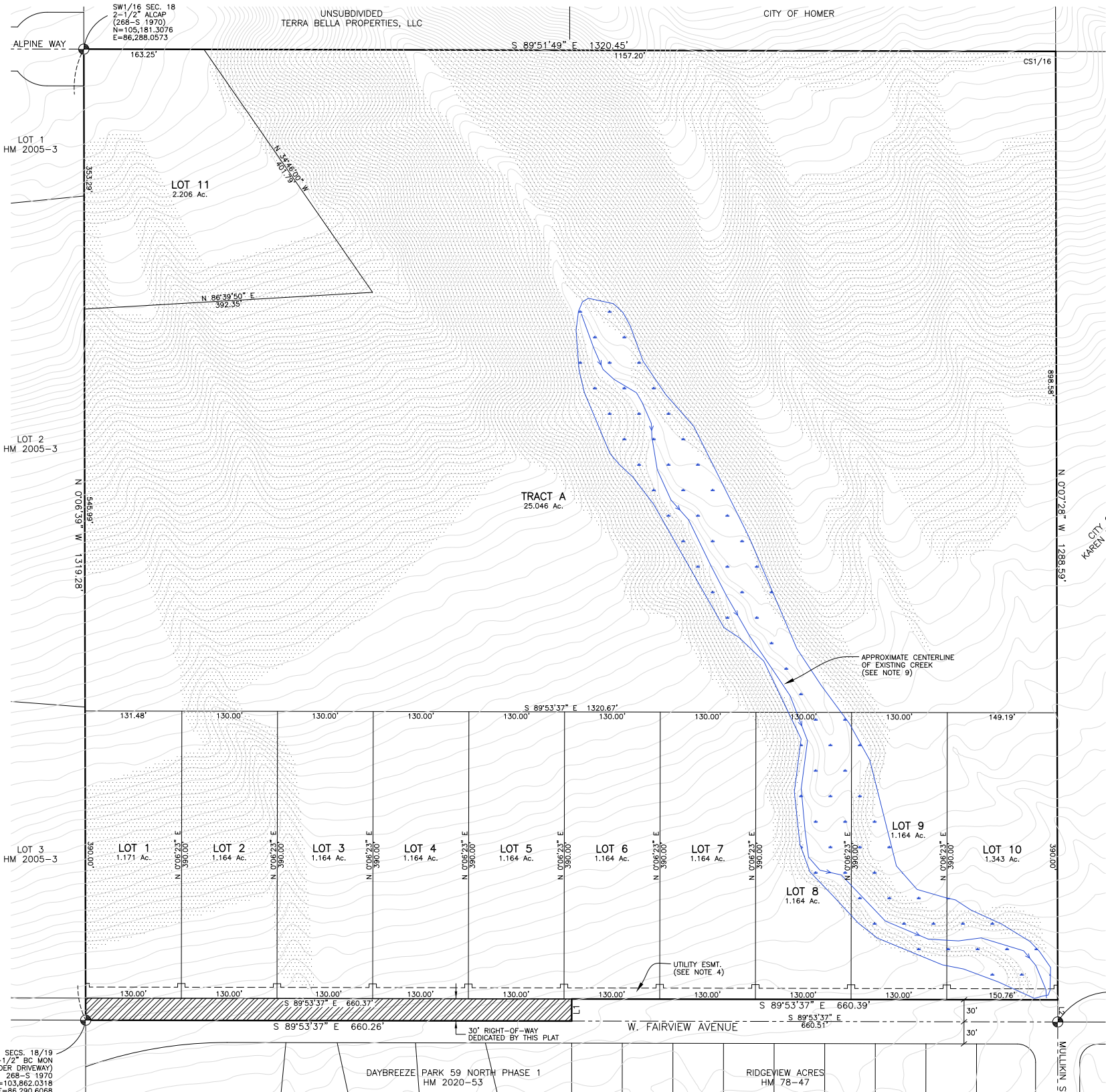


City of Homer
Planning and Zoning Department
August 17, 2021

*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.*

NOTES

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BY: _____ DATE: _____
ROB DUMOUCHEL, CITY MANAGER
CITY OF HOMER, ALASKA

LEGEND

- INDICATES PRIMARY MONUMENT RECOVERED AS DESCRIBED
- INDICATES POTENTIAL LOW WET AREAS PER KENAI WATERSHED FORUM 2013 COOK INLET WETLANDS MAPPING
- INDICATES AREAS WITH SLOPES GREATER THAN 20%
- INDICATES CENTERLINE OF DRAINAGE

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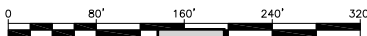
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AUTHORIZED OFFICIAL
KENAI PENINSULA BOROUGH

LINE TABLE

LINE	BEARING	DISTANCE
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SURVEYOR _____ LICENSE # _____ DATE _____

HOMER RECORDING DISTRICT KPB FILE No. 2021-???

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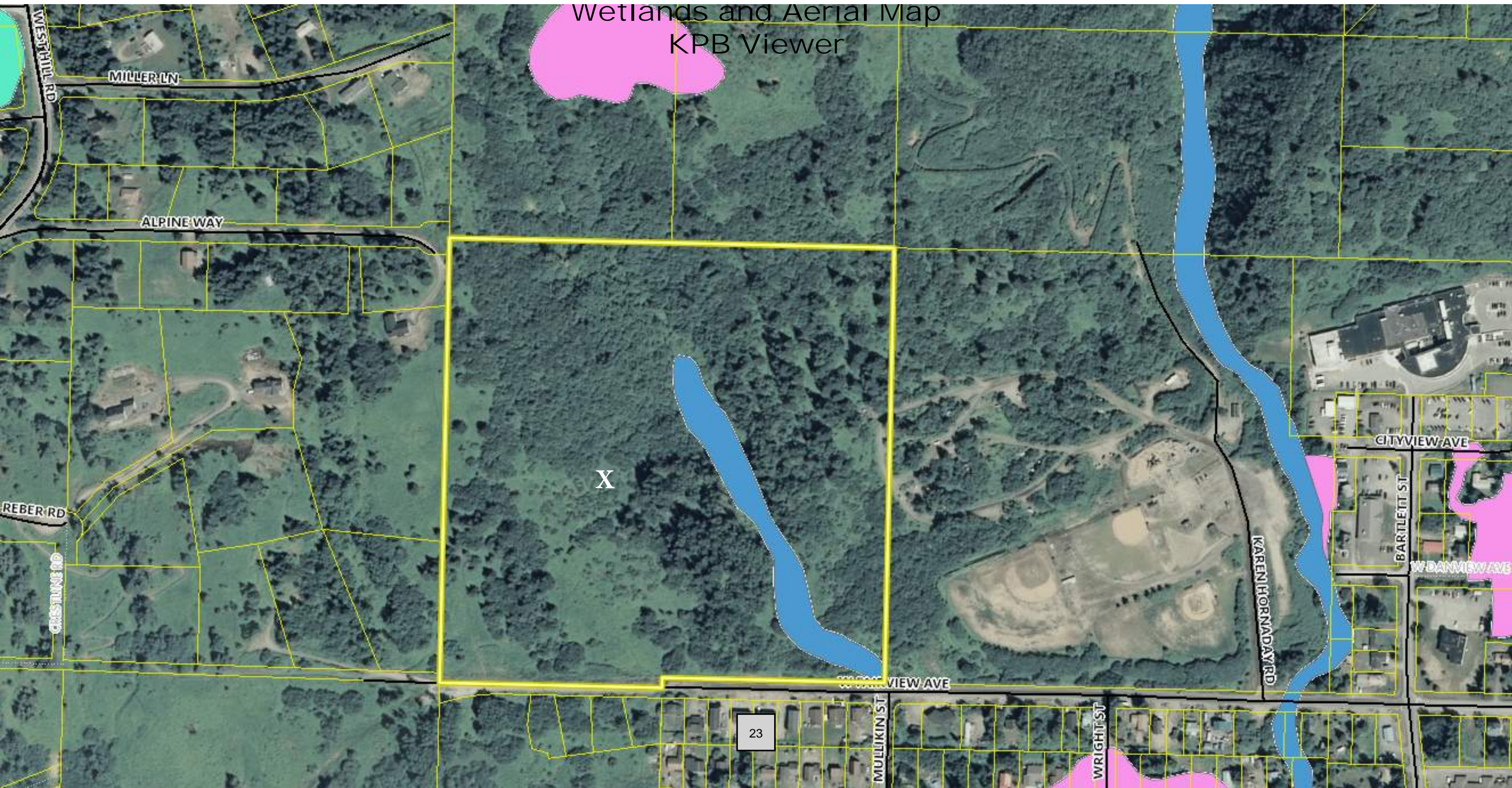
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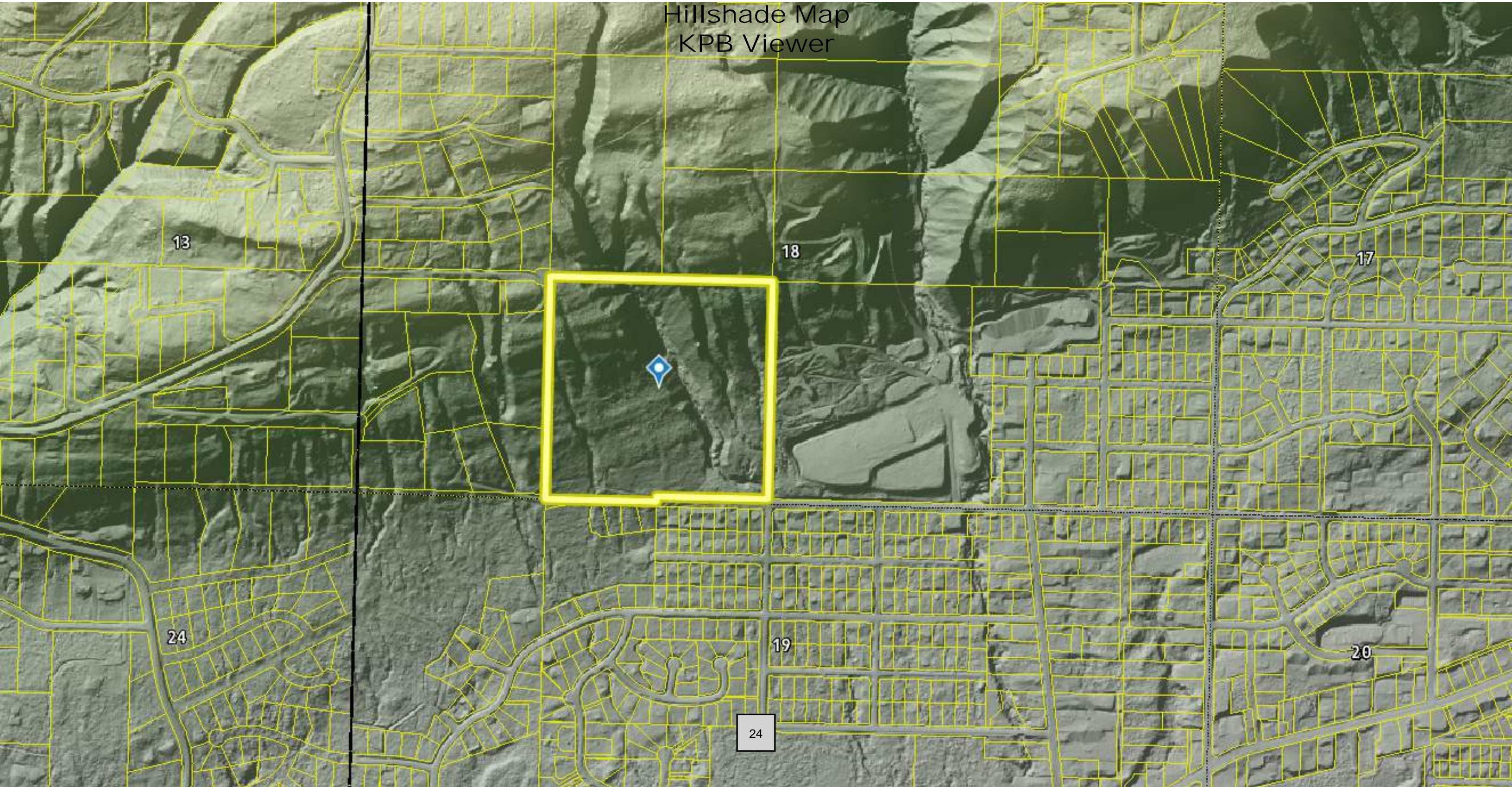
PO BOX 3235
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(907) 399-4345
EMAIL: scsmith@gci.net

DRAWN BY: SCS DATE: MARCH 2021 SCALE: 1" = 80'
CHK BY: SCS JOB #2021-10 SHEET 1 OF 1

Wetlands and Aerial Map KPB Viewer



Hillshade Map
KPB Viewer





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 21-56

TO: Homer Planning Commission **21-56**
FROM: Julie Engebretsen, Deputy City Planner
THROUGH: Rick Abboud, City Planner
DATE: 9/1/2021
SUBJECT: REVISED West Hill Subdivision Harness Addition Preliminary Plat

Requested Action: Approval of a preliminary plat to change the lot lines between three properties. This plat was previously submitted but only involved two lots. A third lot has been included, which requires a new review by the Commission.

General Information:

Applicants:	Josef & Heather Kallevig	Benjamin Harness
FineLine Surveys	1131 Jeffery Ave	Palser-Harness LLC
PO Box 774	Homer, AK 99603	PO Box 1096
Anchor Point, AK 99603		Homer, AK 99603
Location:	West Hill Road and Jeffery Ave	
Parcel ID:	17348010, 17348012, 17348013	
Size of Existing Lot(s):	5.12 3.3 and 3.41 acres	
Size of Proposed Lots(s):	7.497 and 4.345 acres	
Zoning Designation:	Rural Residential District	
Existing Land Use:	Residential and Vacant	
Surrounding Land Use:	North: Residential South: Residential East: Residential West: Residential	
Comprehensive Plan:	Chapter 4 Implementation 1-B-1: Consider additional methods for preserving natural areas and areas where ongoing natural processes may present hazards to existing or proposed development.	
Wetland Status:	A branch of Bidarki Creek runs along the southern lot line, within a steep ravine. Another branch of Bidarki Creek runs along the wester lot line, also within a ravine.	
Flood Plain Status:	Zone D, flood hazards undetermined.	
BCWPD:	Not within the Bridge Creek Watershed Protection District.	
Utilities:	City water and sewer are not available at this time.	

Public Notice:	Notice was sent to 48 property owners of 38 parcels as shown on the KPB tax assessor rolls.
----------------	---

Analysis: This subdivision is within the Rural Residential District. This plat changes the lot lines between three lots, resulting in two larger lots. This plat was previously submitted but only involved two lots at that time. A third lot has been included in this revised plat, which requires a new review by the Commission.

Homer City Code 22.10.051 Easements and rights-of-way

- A. The subdivider shall dedicate in each lot of a new subdivision a 15-foot-wide utility easement immediately adjacent to the entire length of the boundary between the lot and each existing or proposed street right-of-way.

Staff Response: The plat meets these requirements.

- B. The subdivider shall dedicate in each lot of a new subdivision any water and/or sewer easements that are needed for future water and sewer mains shown on the official Water/Sewer Master Plan approved by the Council.

Staff Response: The plat meets these requirements.

- C. The subdivider shall dedicate easements or rights-of-way for sidewalks, bicycle paths or other non-motorized transportation facilities in areas identified as public access corridors in the Homer Non-Motorized Transportation and Trail Plan, other plans adopted by the City Council, or as required by the Kenai Peninsula Borough Code.

1. **Staff Response:** The plat meets these requirements. Public Works Technician Aaron Yeaton reviewed the plat for potential trail connections. His comments: There aren't any great NMT connectivity opportunities in this area. Maybe the utility easement on the western boundary can be improved someday to connect Jeffrey to Highland. With the exception of Reber some distance to the south, there are no nearby sidewalks or trails to connect to, so any NMT route would be rather isolated.

Preliminary Approval, per KPB code 20.25.070 Form and contents required. The commission will consider a plat for preliminary approval if it contains the following information at the time it is presented and is drawn to a scale of sufficient size to be clearly legible.

- A. Within the Title Block:
 1. Names of the subdivision which shall not be the same as an existing city, town, tract or subdivision of land in the borough, of which a plat has been previously recorded, or so nearly the same as to mislead the public or cause confusion;
 2. Legal description, location, date, and total area in acres of the proposed subdivision; and
 3. Name and address of owner(s), as shown on the KPB records and the certificate to plat, and registered land surveyor;

Staff Response: The plat meets these requirements.

- B. North point;

Staff Response: The plat meets these requirements.

- C. The location, width and name of existing or platted streets and public ways, railroad rights-of-way and other important features such as section lines or political subdivisions or municipal corporation boundaries abutting the subdivision;

Staff Response: The plat meets these requirements.

- D. A vicinity map, drawn to scale showing location of proposed subdivision, north arrow if different from plat orientation, township and range, section lines, roads, political boundaries and prominent natural and manmade features, such as shorelines or streams;

Staff Response: The plat meets these requirements.

- E. All parcels of land including those intended for private ownership and those to be dedicated for public use or reserved in the deeds for the use of all property owners in the proposed subdivision, together with the purposes, conditions or limitation of reservations that could affect the subdivision;

Staff Response: The plat meets these requirements.

- F. The names and widths of public streets and alleys and easements, existing and proposed, within the subdivision; [Additional City of Homer HAPC policy: Drainage easements are normally thirty feet in width centered on the drainage. Final width of the easement will depend on the ability to access the drainage with heavy equipment. An alphabetical list of street names is available from City Hall.]

Staff Response: The plat meets these requirements. A 30 ft drainage easement is shown along the southeast lot line. Staff requests an additional 30 foot drainage easement along the western lot line of lot 4A, because a branch of Bidarki Creek flows in that area.

- G. Status of adjacent lands, including names of subdivisions, lot lines, lock numbers, lot numbers, rights-of-way; or an indication that the adjacent land is not subdivided;

Staff Response: The plat meets these requirements.

- H. Approximate location of areas subject to inundation, flooding or storm water overflow, the line of ordinary high water, wetlands when adjacent to lakes or non-tidal streams, and the appropriate study which identifies a floodplain, if applicable;

Staff Response: The plat meets these requirements. The western branch of Bidarki Creek may meander along the western boundary of the subdivision.

- I. Approximate locations of areas subject to tidal inundation and the mean high water line;

Staff Response: The plat meets these requirements.

- J. Block and lot numbering per KPB 20.60.140, approximate dimensions and total numbers of proposed lots;

Staff Response: The plat meets these requirements.

- K. Within the limits of incorporated cities, the approximate location of known existing municipal wastewater and water mains, and other utilities within the subdivision and immediately abutting thereto or a statement from the city indicating which services are currently in place and available to each lot in the subdivision;

Staff Response: The plat meets these requirements. No municipal utilities are present.

- L. Contours at suitable intervals when any roads are to be dedicated unless the planning director or commission finds evidence that road grades will not exceed 6 percent on arterial streets, and 10 percent on other streets;

Staff Response: The plat meets these requirements. No roads will be dedicated.

- M. Approximate locations of slopes over 20 percent in grade and if contours are shown, the areas of the contours that exceed 20 percent grade shall be clearly labeled as such;

Staff Response: The plat does not meet these requirements. There is a steep ravine along the western lot line of Lot 4-A, part of Bidarki Creek. Steep areas should be shown.

- N. Apparent encroachments, with statement indicating how the encroachments will be resolved prior to final plat approval; and

Staff Response: The plat meets these requirements. No known encroachments.

- O. If the subdivision will be finalized in phases, all dedications for through streets as required by KPB 20.30.030 must be included in the first phase.

Staff Response: The plat meets these requirements.

Public Works Comments: No additional comments.

Staff Recommendation:

Planning Commission recommend approval of the preliminary plat with the following comments:

1. Show the steep ravine area along the western area of lot 4A.
2. Dedicate a 30 foot drainage easement along the western lot line of Lot 4A, for a branch of Bidarki Creek.

Attachments:

1. Preliminary Plat
2. Public Notice
3. Hillshade Map
4. Aerial Photo with Wetlands

NOTICE OF SUBDIVISION

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Proposed subdivision under consideration is described as follows:

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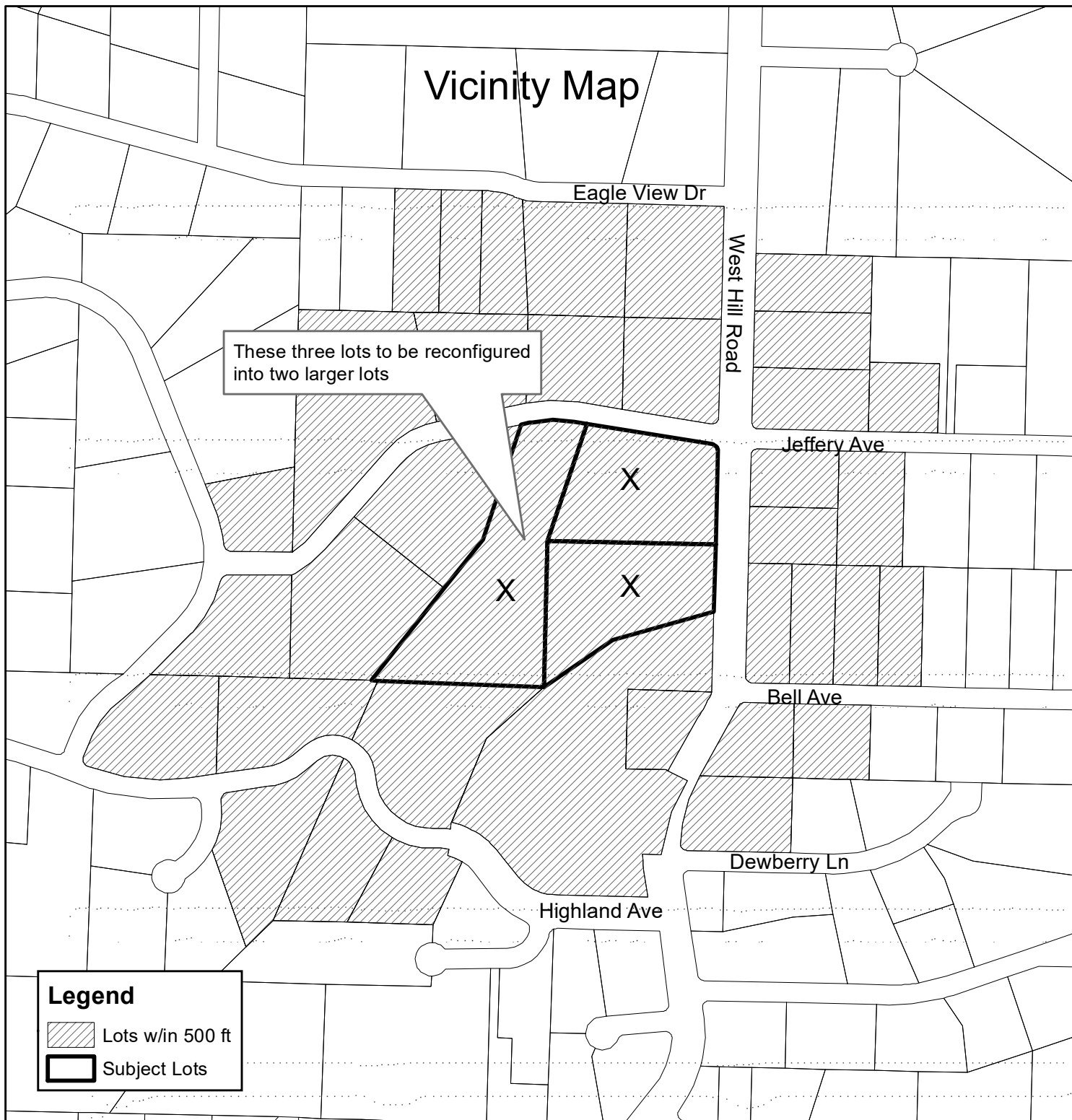
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VICINITY MAP ON REVERSE

Vicinity Map



Legend

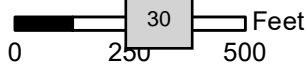
-  Lots w/in 500 ft
-  Subject Lots

City of Homer
Planning and Zoning Department

August 10, 2021

Request for West Hill Subdivision Harness Addn REVISED Preliminary Plat

Marked lots are within 500 feet and
property owners notified.



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- NOTES:
1. THESE LOTS ARE SUBJECT TO CITY OF HOMER ZONING REGULATIONS. REFER TO HOMER CITY CODE FOR ALL CURRENT SETBACK AND SITE DEVELOPEMT RESTRICITONS. OWNERS SHOULD CHECK WITH THE CITY OF HOMER PRIOR TO DEVELOPEMENT ACTIVITIES.
 2. THE FRONT 15' ADJOINING ALL DEDICATED RIGHT-OF-WAYS IS A UTILITY EASEMENT GRANTED BY THIS PLAT. PLAT HM 75-1 GRANTED A 10' UTILITY EASEMENT ALONG THE PROPERTY LINE COMMON TO FORMER LOTS 2&3. NO PERMANENT STRUCTURE SHALL BE CONSTRUCTED OR PLACED WITHIN THE UTILITY EASEMENT WHICH WOULD INTERFERE WITH THE ABILITY OF THE UTILITY TO USE THE EASEMENT.
 3. ANY PERSON DEVELOPING THE PROPERTY IS RESPONSIBLE FOR OBTAINING ALL REQUIRED LOCAL, STATE, AND FEDERAL PERMITS, INCLUDING A U.S. ARMY CORPS OF ENGINEERS WETLAND DETERMINATION, IF APPLICABLE.
 4. NO ACCESS TO STATE MAINTAINED RIGHTS OF WAY PERMITTED UNLESS APPROVED BY THE STATE OF ALASKA DEPARTMENT OF TRANSPORTATION.
 5. THIS PROPERTY SUBJECT TO EASEMENT GRANTED TO HOMER ELECTRIC ASSOCIATION, INC. (BK. 49 PG 308 6/5/1965) FOR ELECTRIC LINES OR SYSTEM AND/OR TELEPHONE LINES TOGETHER WITH THE RIGHT TO ENTER, MAINTAIN, REPAIR, AND CLEAR SHRUBBERY. NO DEFINITE LOCATION DISCLOSED.
 6. DEPT. OF TRANSPORTATION RIGHT OF WAY FOR WEST HILL RD FROM D.O.T. R.O.W. MAP X-14625 SHEET 4, 1981.
 7. WET AREAS ARE CONTAINED WITHIN THE 30' DRAINAGE EASEMENT DEDICATED THIS PLAT.
 8. MONUMENTATION SET AT THE NORTH EAST POINTS OF CURVATURE LOT 2A, WERE SET AT RECORD PLATTED POSITIONS (HM 75-11).

CERTIFICATE OF OWNERSHIP:
WE, THE UNDERSIGNED, HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE REAL PROPERTY SHOWN AND DESCRIBED HEREIN AND THAT WE HEREBY ADOPT THIS SUBDIVISION PLAN AND BY OUR FREE CONSENT GRANT ALL EASEMENTS TO USE SHOWN.

JOSEF KALLEVIG
1131 JEFFERY AVE.
HOMER, AK 99603

HEATHER KALLEVIG
1131 JEFFERY AVE.
HOMER, AK 99603

NOTARY'S ACKNOWLEDGEMENT:
FOR: JOSEF & HEATHER KALLEVIG

ACKNOWLEDGED BEFORE ME THIS
DAY OF _____ 20__

NOTARY PUBLIC FOR ALASKA
MY COMMISSION EXPIRES

WASTEWATER DISPOSAL:
SOIL CONDITIONS, WATER TABLE LEVELS, AND SOIL SLOPES IN THIS SUBDIVISION HAVE BEEN FOUND SUITABLE FOR CONVENTIONAL ONSITE WASTEWATER TREATMENT AND DISPOSAL SYSTEMS SERVING SINGLE FAMILY OR DUPLEX RESIDENCES AND MEETING THE REGULATORY REQUIREMENTS OF THE KENAI PENINSULA BOROUGH. ANY OTHER TYPE OF ONSITE WASTEWATER TREATMENT AND DISPOSAL SYSTEM MUST BE DESIGNED BY A QUALIFIED ENGINEER, REGISTERED TO PRACTICE IN ALASKA, AND THE DESIGN MUST BE APPROVED BY THE ALASKA DEPARTMENT OF ENVIROMENTAL CONSERVATION.

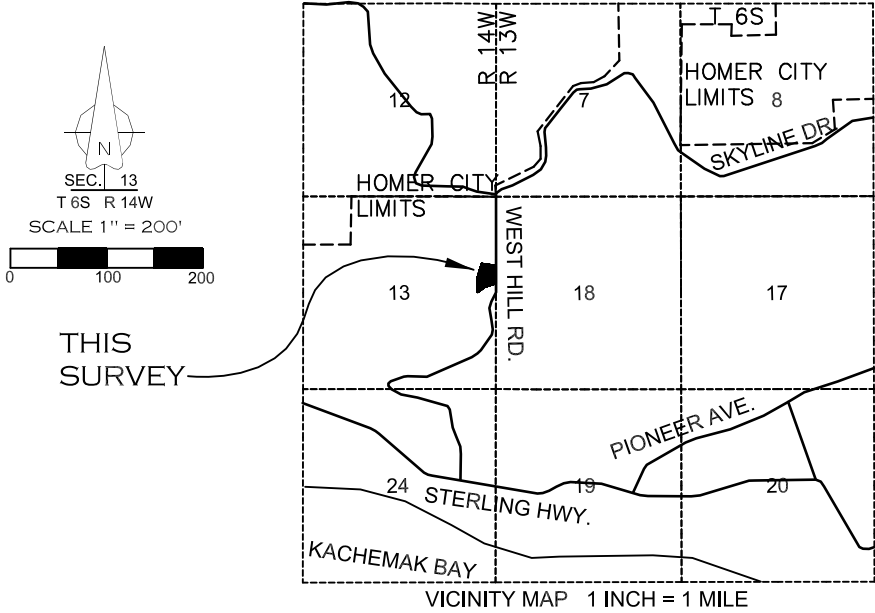
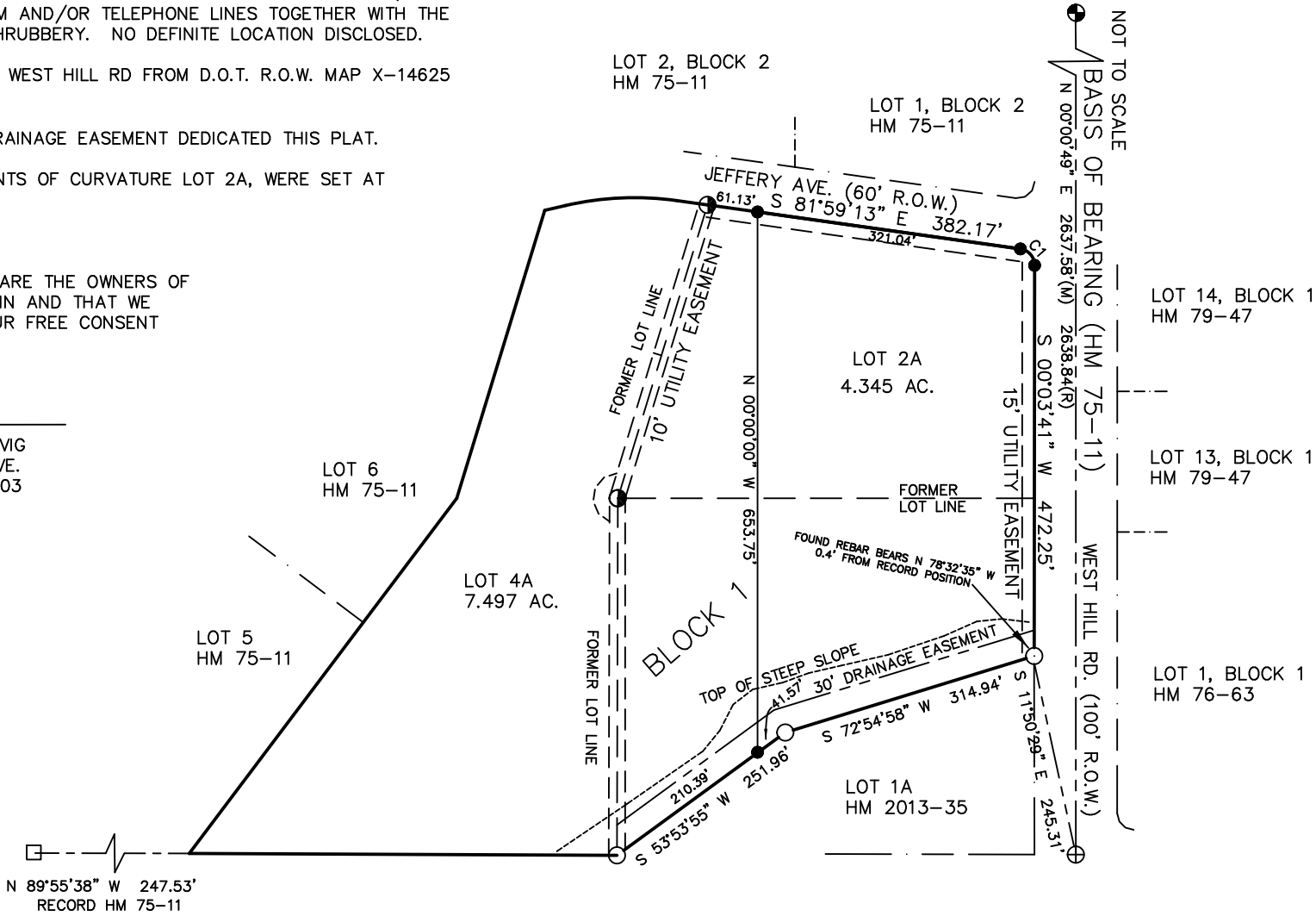
ACCEPTANCE:
THE UNDERSIGNED OFFICIAL IDENTIFIED BY NAME AND TITLE IS AUTHORIZED TO ACCEPT AND HEREBY ACCEPTS ON BEHALF OF THE CITY OF HOMER FOR PUBLIC USES AND FOR PUBLIC PURPOSES THE REAL PROPERTY TO BE DEDICATED BY THIS PLAT INCLUDING EASEMENTS, RIGHS OF WAY, ALLEYS AN OTHER PUBLIC AREAS SHOWN ON THIS PLAT IDENTIFIED AS FOLLOWS:
30' DRAINAGE EASEMENT. THE ACCEPTANCE OF PUBLIC LANDS FOR PUBLIC USE OR PUBLIC PURPOSES DOES NOT OBLIGATE THE PUBLIC, OR ANY GVERNING BODY TO CONSTRUCT, OPERATE, OR MAINTAIN IMPROVEMENTS.

BY: _____ DATE: _____
ROB DUMOUCHEL, CITY MANAGER
CITY OF HOMER

LEGEND:

- FOUND GLO MONUMENT (CAP MISSING) SEC COR SECS 12,13,7,18
- ⊕ FOUND BRASS CAP (268-S NO DATE) 1/4 CORNER SECS 13,18
- FOUND 5/8" REBAR WITH 2"ALUMINUM CAP (3686-S 2000)
- FOUND 5/8" REBAR
- SET 5/8" REBAR WITH ALUMINUM CAP (10771-S 2021)
- MONUMENT OF RECORD PER HM75-11

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	20'	28.64'	26.25'	N 40°57'22" W	82°03'41"



CERTIFICATE OF OWNERSHIP:
I, THE UNDERSIGNED, HEREBY CERTIFY THAT PALSER HARNESS, LLC IS THE OWNER OF THE REAL PROPERTY SHOWN AND DESCRIBED HEREIN AND THAT ON BEHALF OF PALSER HARNESS, LLC, I HEREBY ADOPT THIS SUBDIVISION PLAN AND BY MY FREE CONSENT GRANT ALL EASEMENTS TO USE SHOWN.

BENJAMIN HARNESS, CO-MANAGER
PALSER-HARNESS, LLC
PO BOX 1096
HOMER, AK 99603

NOTARY'S ACKNOWLEDGEMENT:
FOR: BENJAMIN HARNESS

ACKNOWLEDGED BEFORE ME THIS
DAY OF _____ 20__

NOTARY PUBLIC FOR ALASKA
MY COMMISSION EXPIRES

PLAT APPROVAL:
THIS PLAT WAS APPROVED BY THE KENAI PENINSULA BOROUGH PLANNING COMMISSION AT THE MEETING DATED, _____

KENAI PENINSULA BOROUGH

BY: _____

AUTHORIZED OFFICIAL:

WEST HILL SUBDIVISION - HARNESS ADDITION

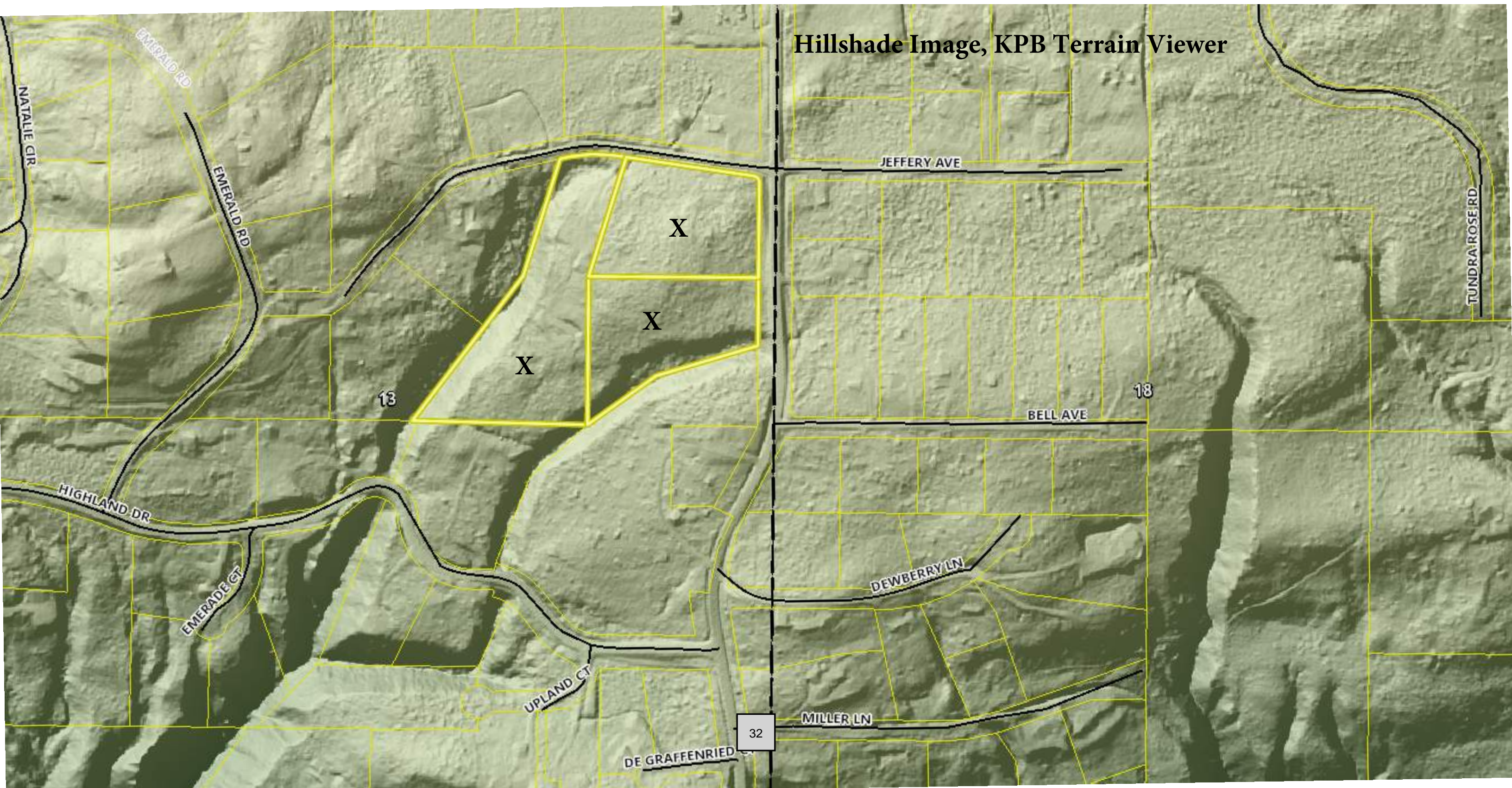
K.P.B. FILE # 2021-021
A REPLATTING OF LOTS 2, 3 & 4, BLOCK 1, WEST HILL SUBDIVISION (HM75-11), NE 1/4 OF SECTION 13, TOWNSHIP 6 SOUTH, RANGE 14 WEST, SEWARD MERIDIAN, WITHIN THE CITY OF HOMER KENAI PENINSULA BOROUGH, ALASKA. HOMER RECORDING DISTRICT.
containing 11.842 acres.
PALSER-HARNESS, LLC PO BOX 1096 HOMER, AK 99603
JOSEF & HEATHER KALLEVIG 1131 JEFFERY AVE. HOMER, AK 99603

FINELINE SURVEYS

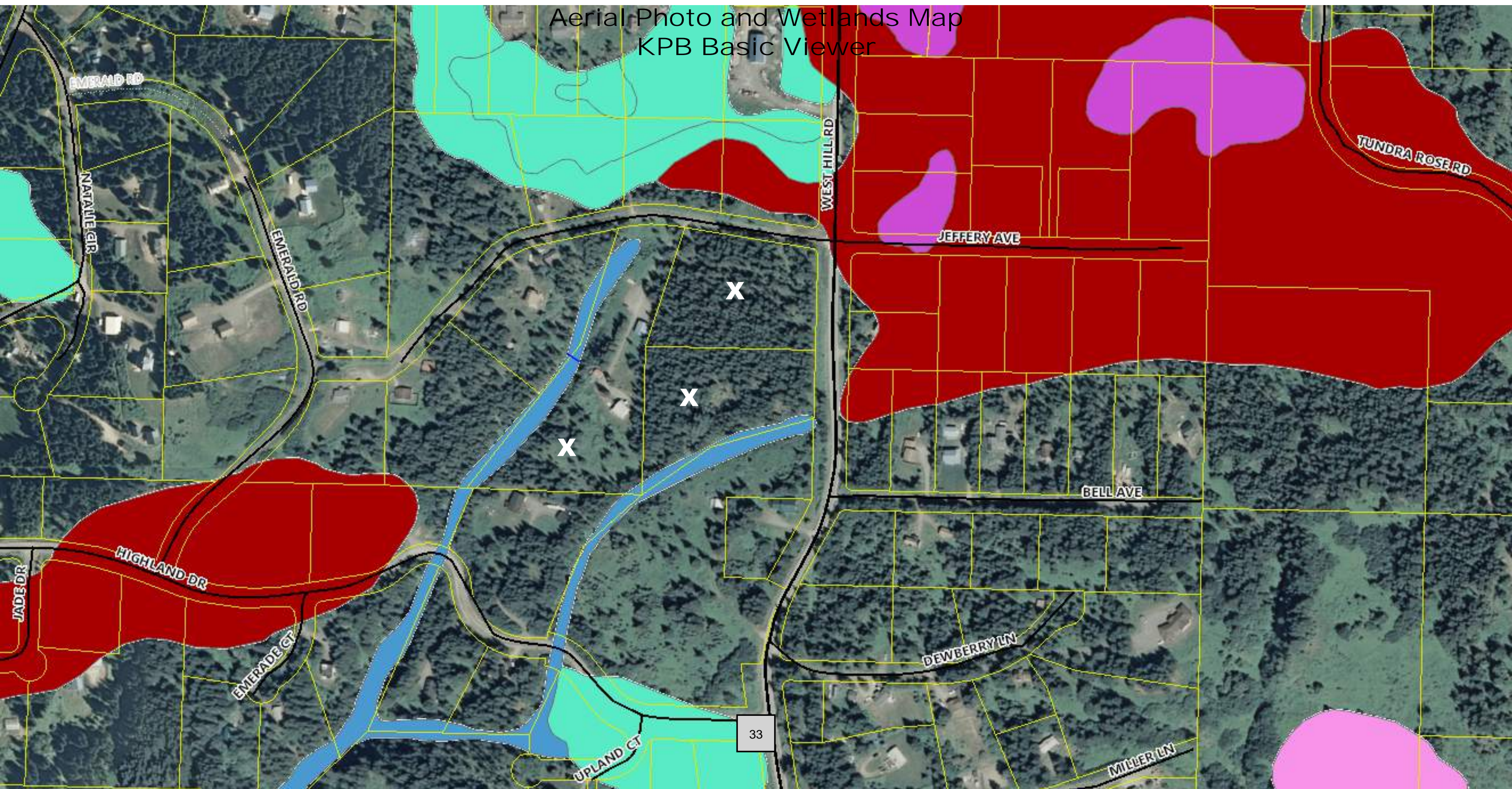
P.O. Box 774
ANCHOR POINT, ALASKA 99556
DMITRI D. KIMBRELL, RLS (907) 360 6382

SCALE: 1"=200' DATE: 5/12/2021

Hillshade Image, KPB Terrain Viewer



Aerial Photo and Wetlands Map
KPB Basic Viewer





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 21-57

TO: Homer Planning Commission **21-57**
FROM: Julie Engebretsen, Deputy City Planner
THROUGH: Rick Abboud, City Planner
DATE: 9/1/2021
SUBJECT: Bunnell's Subdivision Haigh 2021 Replat

Requested Action: Approval of a preliminary plat to modify lot lines between two parcels.

General Information:

Applicants:	Timothy and Ruby Haigh PO Box 863 Homer, AK 99603	Kenton Bloom, PLS Seabright Surveying 1044 East End Rd Ste A Homer, AK 99603
Location:	Between Swatzell and Main Streets, north of Pioneer Ave	
Parcel ID:	17514221, 17514222	
Size of Existing Lot(s):	0.54, 089 acres	
Size of Proposed Lots(s):	0.626 and 0.8203 acres	
Zoning Designation:	Medical District	
Existing Land Use:	Residential, Vacant	
Surrounding Land Use:	North: Residential, Vacant South: Vacant, Commercial East: Commercial West: Church	
Comprehensive Plan:	1-C-1 Promote infill development in all housing districts.	
Wetland Status:	The 2005 wetland mapping shows no wetland areas. There is an unmapped creek/drainage through the site.	
Flood Plain Status:	Zone D, flood hazards undetermined.	
BCWPD:	Not within the Bridge Creek Watershed Protection District.	
Utilities:	City water and sewer are available	
Public Notice:	Notice was sent to 45 property owners of 55 parcels as shown on the KPB tax assessor rolls.	

Analysis: These lots are accessed from the alley between the Movie Theater and the Hillas building. The western lot line runs along Swatzel St, a dedicated but unbuilt street, which adjoins the Cristian Community Church. The result is these lots are almost landlocked. This plat shifts the property line between the two lots, to give one lot legal access to the alley. While the overall configuration is not typical for Homer, Planning and Public Works agree that this plat provides a reasonable solution, until such time Swatzel St is constructed. The City is asking for the full dedication of Swatzell Street, of which a 30 foot half Right of Way is required on this plat, and an adjacent 15 foot utility easement.

Drainage: There is a drainage within the eastern half of lot 50A that conveys runoff that accumulating in the area bounded by Main St. to the east, Swatzell St. to the west, and Fairview Ave. to the North. South of the replat the drainage continues south under Pioneer Ave via a 30" CMP thereby entering the City's stormwater management system. Presumably, this runoff discharges into either K. Bay or Beluga Slough after. As this stream contributes to the drainage of a large area (approx. 12 acres) and injects runoff into the City maintained storm water management system, a narrow drainage easement (10-20 on center) is recommended to prevent obstructions to streamflow.

Trails: There are no trails, or sidewalks contiguous with the plat, nor does the plat appear to provide opportunities for NMT connectivity, therefore no NMT easement is recommended.

Homer City Code 22.10.051 Easements and rights-of-way

- A. The subdivider shall dedicate in each lot of a new subdivision a 15-foot-wide utility easement immediately adjacent to the entire length of the boundary between the lot and each existing or proposed street right-of-way.

Staff Response: Staff recommends a 30 foot right of way dedication for Swatzell Ave, and an adjacent 15 ft utility easement.

- B. The subdivider shall dedicate in each lot of a new subdivision any water and/or sewer easements that are needed for future water and sewer mains shown on the official Water/Sewer Master Plan approved by the Council.

Staff Response: The plat meets these requirements.

- C. The subdivider shall dedicate easements or rights-of-way for sidewalks, bicycle paths or other non-motorized transportation facilities in areas identified as public access corridors in the Homer Non-Motorized Transportation and Trail Plan, other plans adopted by the City Council, or as required by the Kenai Peninsula Borough Code.

Staff Response: The plat meets these requirements.

Preliminary Approval, per KPB code 20.25.070 Form and contents required. The commission will consider a plat for preliminary approval if it contains the following information at the time it is presented and is drawn to a scale of sufficient size to be clearly legible.

- A. Within the Title Block:

1. Names of the subdivision which shall not be the same as an existing city, town, tract or subdivision of land in the borough, of which a plat has been previously recorded, or so nearly the same as to mislead the public or cause confusion;
2. Legal description, location, date, and total area in acres of the proposed subdivision; and
3. Name and address of owner(s), as shown on the KPB records and the certificate to plat, and registered land surveyor;

Staff Response: The plat meets these requirements.

- B. North point;

Staff Response: The plat meets these requirements.

- C. The location, width and name of existing or platted streets and public ways, railroad rights-of-way and other important features such as section lines or political subdivisions or municipal corporation boundaries abutting the subdivision;

Staff Response: The plat meets these requirements.

- D. A vicinity map, drawn to scale showing location of proposed subdivision, north arrow if different from plat orientation, township and range, section lines, roads, political boundaries and prominent natural and manmade features, such as shorelines or streams;

Staff Response: The plat meets these requirements.

- E. All parcels of land including those intended for private ownership and those to be dedicated for public use or reserved in the deeds for the use of all property owners in the proposed subdivision, together with the purposes, conditions or limitation of reservations that could affect the subdivision;

Staff Response: The plat meets these requirements.

- F. The names and widths of public streets and alleys and easements, existing and proposed, within the subdivision; [Additional City of Homer HAPC policy: Drainage easements are normally thirty feet in width centered on the drainage. Final width of the easement will depend on the ability to access the drainage with heavy equipment. An alphabetical list of street names is available from City Hall.]

Staff Response: The plat meets these requirements. Staff requests a 15 foot drainage easement, centered on the creek.

- G. Status of adjacent lands, including names of subdivisions, lot lines, lock numbers, lot numbers, rights-of-way; or an indication that the adjacent land is not subdivided;

Staff Response: The plat meets these requirements.

- H. Approximate location of areas subject to inundation, flooding or storm water overflow, the line of ordinary high water, wetlands when adjacent to lakes or non-tidal streams, and the appropriate study which identifies a floodplain, if applicable;

Staff Response: The plat meets these requirements.

- I. Approximate locations of areas subject to tidal inundation and the mean high water line;

Staff Response: The plat meets these requirements.

- J. Block and lot numbering per KPB 20.60.140, approximate dimensions and total numbers of proposed lots;

Staff Response: The plat meets these requirements.

- K. Within the limits of incorporated cities, the approximate location of known existing municipal wastewater and water mains, and other utilities within the subdivision and immediately abutting thereto or a statement from the city indicating which services are currently in place and available to each lot in the subdivision;

Staff Response: The plat meets these requirements.

- L. Contours at suitable intervals when any roads are to be dedicated unless the planning director or commission finds evidence that road grades will not exceed 6 percent on arterial streets, and 10 percent on other streets;

Staff Response: The plat meets these requirements.

- M. Approximate locations of slopes over 20 percent in grade and if contours are shown, the areas of the contours that exceed 20 percent grade shall be clearly labeled as such;

Staff Response: The plat meets these requirements. Steep areas are shown.

- N. Apparent encroachments, with statement indicating how the encroachments will be resolved prior to final plat approval; and

Staff Response: The plat meets these requirements. No known encroachments.

- O. If the subdivision will be finalized in phases, all dedications for through streets as required by KPB 20.30.030 must be included in the first phase.

Staff Response: The plat meets these requirements.

Public Works Comments:

1. Dedicate the 30' ROW (Swatzell Street), for a full 60' ROW.
2. Dedicate a 15' utility easement fronting the new 30' dedication
3. Dedicate a drainage easement centered on the creek, over lot 50-A.

Staff Recommendation:

Planning Commission recommend approval of the preliminary plat with the following comments:

1. Include a plat note stating "Property owner should contact the Army Corps of Engineers prior to any on-site development or construction activity to obtain the most current wetland

designation (if any). Property owners are responsible for obtaining all required local, state and federal permits.”

2. Dedicate the 30’ ROW (Swatzell Street), for a full 60’ ROW.
3. Dedicate a 15’ utility easement fronting the new 30’ dedication
4. Dedicate a 15 foot drainage easement centered on the creek, over lot 50-A.

Attachments:

1. Preliminary Plat
2. Surveyor’s Letter
3. Public Notice
4. Hillshade Map
5. Aerial Map

NOTES

1. NO PERMANENT STRUCTURES SHALL BE CONSTRUCTED OR PLACED WITHIN A UTILITY EASEMENT WHICH WOULD INTERFERE WITH THE ABILITY OF A UTILITY TO USE SAID EASEMENT.
2. ALL WASTEWATER DISPOSAL SYSTEMS SHALL COMPLY WITH EXISTING APPLICABLE LAWS AT THE TIME OF CONSTRUCTION.
3. THESE LOTS ARE SERVED BY CITY OF HOMER WATER AND SEWER.
4. THESE LOTS ARE SUBJECT TO CITY OF HOMER ZONING REGULATIONS. REFER TO HOMER CITY CODE FOR ALL CURRENT SETBACK AND SITE DEVELOPMENT RESTRICTIONS. OWNERS SHOULD CHECK WITH THE CITY OF HOMER PRIOR TO DEVELOPMENT ACTIVITIES.

PLAT APPROVAL

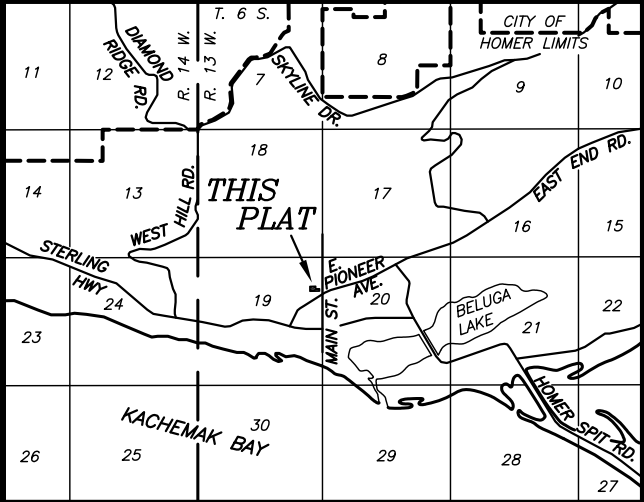
THIS PLAT WAS APPROVED BY THE KENAI PENINSULA BOROUGH PLANNING COMMISSION AT THE MEETING OF _____

BY: _____ AUTHORIZED OFFICIAL
KENAI PENINSULA BOROUGH

DATE _____

WASTEWATER DISPOSAL

PLANS FOR WASTEWATER DISPOSAL THAT MEET REGULATORY REQUIREMENTS ARE ON FILE AT THE DEPARTMENT OF ENVIRONMENTAL CONSERVATION.



VICINITY MAP

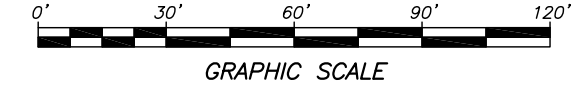
SCALE: 1" = 1 MILE U.S.G.S. QUAD. SELDOVIA (C-4 & C-5)

CERTIFICATE OF OWNERSHIP

I HEREBY CERTIFY THAT I AM THE OWNER OF THE REAL PROPERTY SHOWN AND DESCRIBED HEREON, THAT I HEREBY ADOPT THIS PLAN OF SUBDIVISION, AND BY MY FREE CONSENT DEDICATE ALL RIGHTS OF WAY AND PUBLIC AREAS TO PUBLIC USE, AND GRANT ALL EASEMENTS TO THE USE SHOWN HEREON.

TIMOTHY A HAIGH
P.O. BOX 863
HOMER, AK 99603

TIMOTHY HAIGH, AUTHORIZED SIGNATORY FOR:
HAIGH TIM AND RUBY LIVING TRUST
P.O. BOX 863
HOMER, AK 99603



HOMER RECORDING DISTRICT KPB FILE NO. 2021-XXX

**BUNNELL'S SUBDIVISION
HAIGH 2021 REPLAT**

A REPLAT OF LOT 50 BUNNELL'S SUBDIVISION (HM 0000049) & THE WEST 1/2 LOT 49 BUNNELL'S SUBDIVISION (HM 0000049) LOCATED WITHIN THE NE 1/4, SEC 19, T. 6 S., R. 13 W., SEWARD MERIDIAN, CITY OF HOMER, KENAI PENINSULA BOROUGH, THIRD JUDICIAL DISTRICT, ALASKA

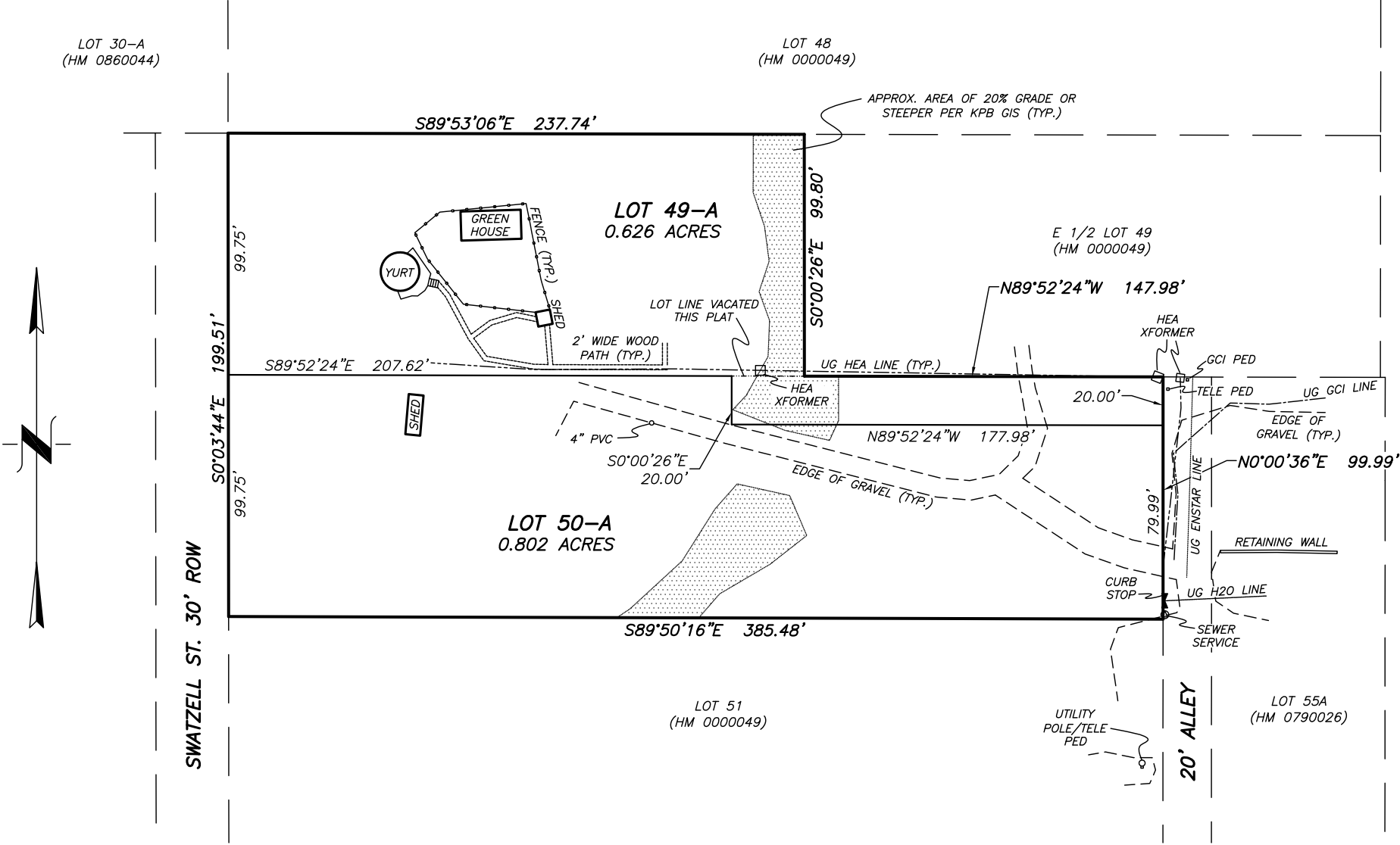
CONTAINING 1.428 ACRES

**SEABRIGHT SURVEY + DESIGN
KENTON T. BLOOM, P.L.S.**

1044 EAST ROAD, SUITE A
HOMER, ALASKA 99603
(907) 299-1091

CLIENTS: HAIGH TIM & RUBY LIVING TRUST
P.O. BOX 863 HOMER, AK 99603
TIMOTHY A HAIGH
P.O. BOX 863 HOMER, AK 99603

DRAWN BY: KK	CHKD BY: KB	JOB #2021-32
DATE: 8/2021	SCALE: 1"=40'	SHEET #1 OF 1



NOTARY'S ACKNOWLEDGMENT

FOR: _____
ACKNOWLEDGED BEFORE ME THIS _____
DAY OF _____, 2021

NOTARY PUBLIC FOR ALASKA

MY COMMISSION EXPIRES _____

NOTARY'S ACKNOWLEDGMENT

FOR: _____
ACKNOWLEDGED BEFORE ME THIS _____
DAY OF _____, 2021

NOTARY PUBLIC FOR ALASKA

MY COMMISSION EXPIRES _____



SEABRIGHT SURVEY + DESIGN

Kenton Bloom, PLS

1044 East Road Suite A

Homer, Alaska 99603

(907) 299-1091

seabrightz@yahoo.com

August 9, 2021

City of Homer
Planning Dept.
491 E. Pioneer
Homer, Alaska 99603

RE: Preliminary Plat Submittal "Bunnell's Subdivision Haigh 2021 Replat"

Dear Planning Department:

Here are the two full size copies for the preliminary plat referenced above. We will submit an 11"x17" pdf copy by email. We are also submitting the \$300 fee. Please let me know if there are any concerns or clarifications I can address.

Cordially,



Kenton Bloom, P.L.S.
Seabright Survey + Design

RECEIVED

AUG 09 2021

CITY OF HOMER
PLANNING/ZONING

NOTICE OF SUBDIVISION

Public notice is hereby given that a preliminary plat has been received proposing to subdivide or replat property. You are being sent this notice because you are an affected property owner within 500 feet of a proposed subdivision and are invited to comment.

Proposed subdivision under consideration is described as follows:

Bunnell's Subdivision Haigh 2021 Replat Preliminary Plat

The location of the proposed subdivision affecting you is provided on the attached map. A preliminary plat showing the proposed subdivision may be viewed at the City of Homer Planning and Zoning Office. Subdivision reviews are conducted in accordance with the City of Homer Subdivision Ordinance and the Kenai Peninsula Borough Subdivision Ordinance. A copy of the Ordinance is available from the Planning and Zoning Office. **Comments should be guided by the requirements of those Ordinances.**

A public meeting will be held by the Homer Planning Commission on Wednesday, September 1, 2021 at 6:30 p.m. The meeting will be held virtually.

Anyone wishing to view the complete proposal, attend or participate in the virtual meeting may do so by visiting the Planning Commission Regular Meeting page on the City's online calendar at <https://www.cityofhomer-ak.gov/calendar>. The proposal and meeting information will be posted by 5pm on the Friday before the meeting.

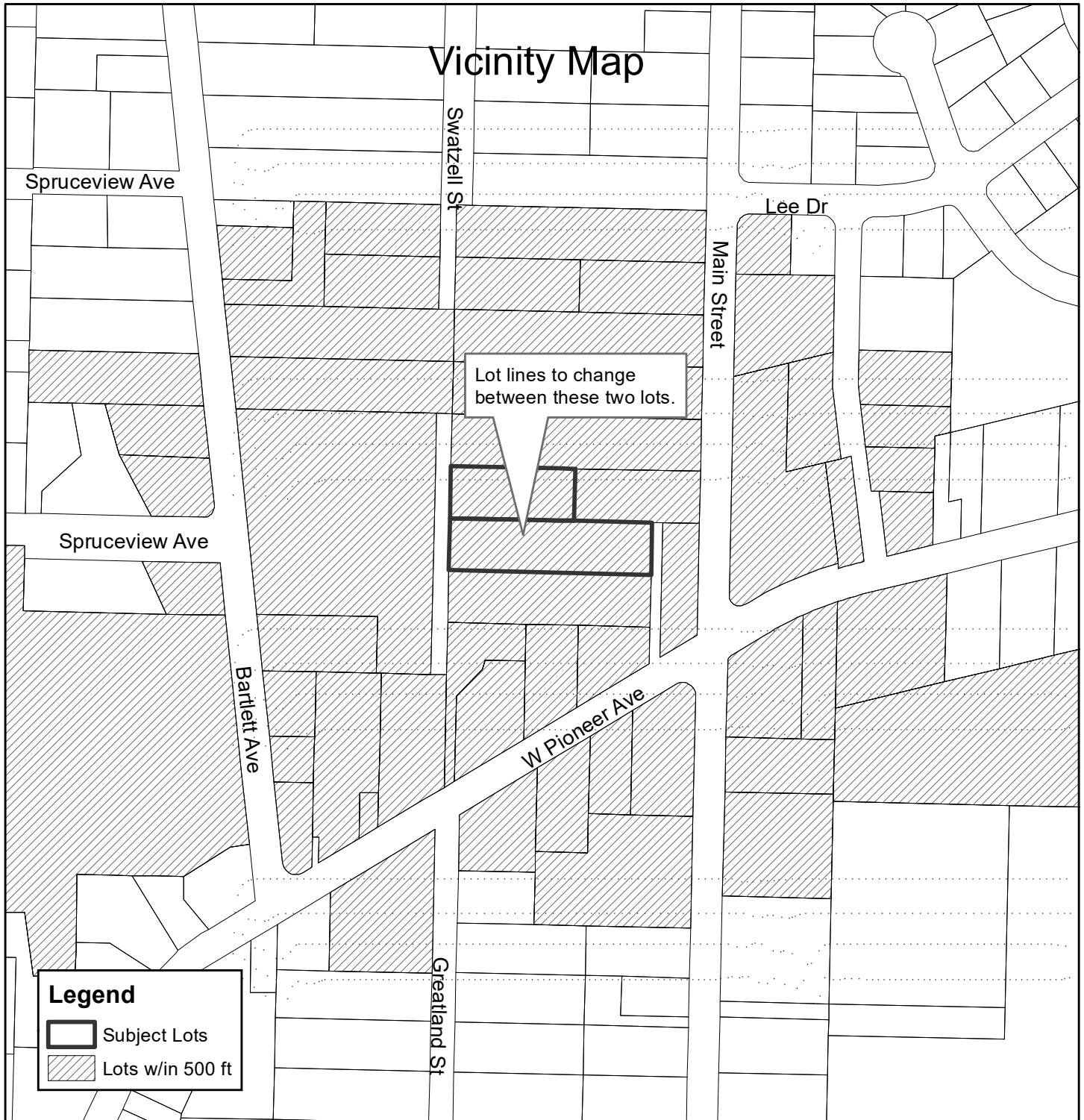
Visit the link above or call the City Clerk's Office to learn how to provide verbal testimony during the meeting via telephone or the Zoom online platform. Written comments can be emailed to planning@ci.homer.ak.us or mailed to Homer City Hall, 491 E. Pioneer Ave., Homer, AK, 99603. They may also be placed in the Homer City Hall drop box at any time. Comments must be received by 4pm on the day of the meeting.

If you have questions or would like additional information about the proposal, please contact Rick Abboud at the Planning and Zoning Office at 235-3106. If you have questions about how to participate in the virtual meeting, please contact the City Clerk's Office at 235-3130.

NOTICE TO BE SENT TO PROPERTY OWNERS WITHIN 500 FEET OF PROPERTY.

.....

VICINITY MAP ON REVERSE



<p style="text-align: center;"><i>City of Homer</i> Planning and Zoning Department August 16, 2021</p>	<p>Request for Bunnell's Subdivision Haigh 2021 Replat Preliminary Plat</p> <div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: 80%;"> <p>Marked lots are within 500 feet and property owners notified.</p> </div> <div style="text-align: center;"> <p>0 250 500 Feet</p> </div>	<div style="text-align: center;"> <p>N</p> </div> <p style="font-size: small;"><i>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.</i></p>
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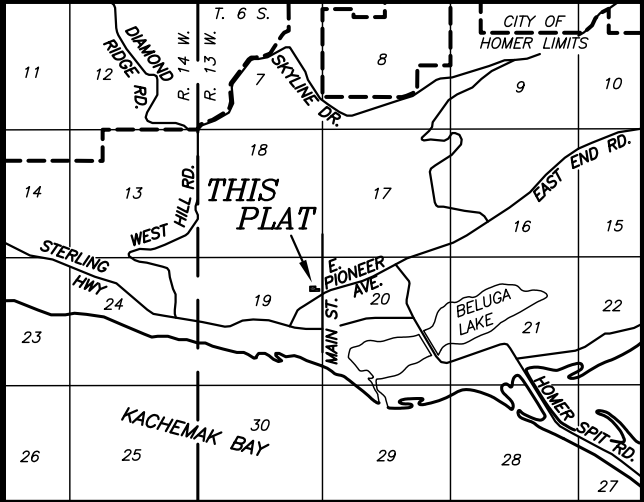
PLAT APPROVAL

THIS PLAT WAS APPROVED BY THE KENAI
PENINSULA BOROUGH PLANNING COMMISSION AT
THE MEETING OF _____

BY: _____ DATE _____
AUTHORIZED OFFICIAL
KENAI PENINSULA BOROUGH

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REGULATORY REQUIREMENTS ARE ON FILE AT THE
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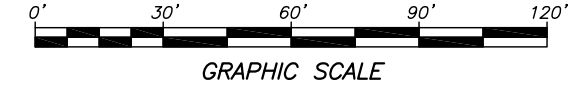
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HOMER RECORDING DISTRICT KPB FILE NO. 2021-XXX

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& THE WEST 1/2 LOT 49 BUNNELL'S SUBDIVISION
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CITY OF HOMER, KENAI PENINSULA BOROUGH,
THIRD JUDICIAL DISTRICT, ALASKA

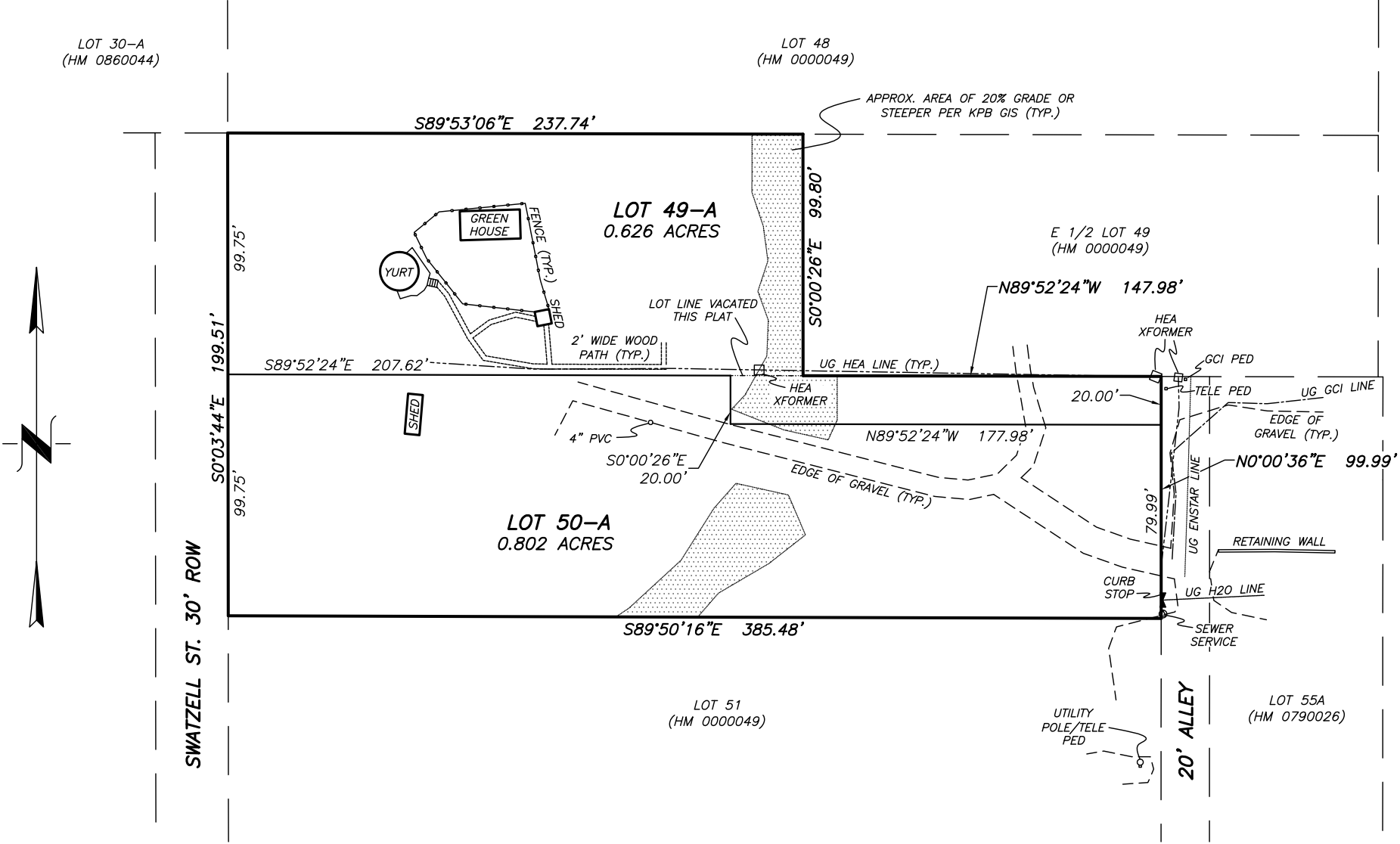
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DRAWN BY: KK	CHKD BY: KB	JOB #2021-32
DATE: 8/2021	SCALE: 1"=40'	SHEET #1 OF 1



NOTARY'S ACKNOWLEDGMENT

FOR: _____
ACKNOWLEDGED BEFORE ME THIS _____
DAY OF _____, 2021

NOTARY PUBLIC FOR ALASKA

MY COMMISSION EXPIRES _____

NOTARY'S ACKNOWLEDGMENT

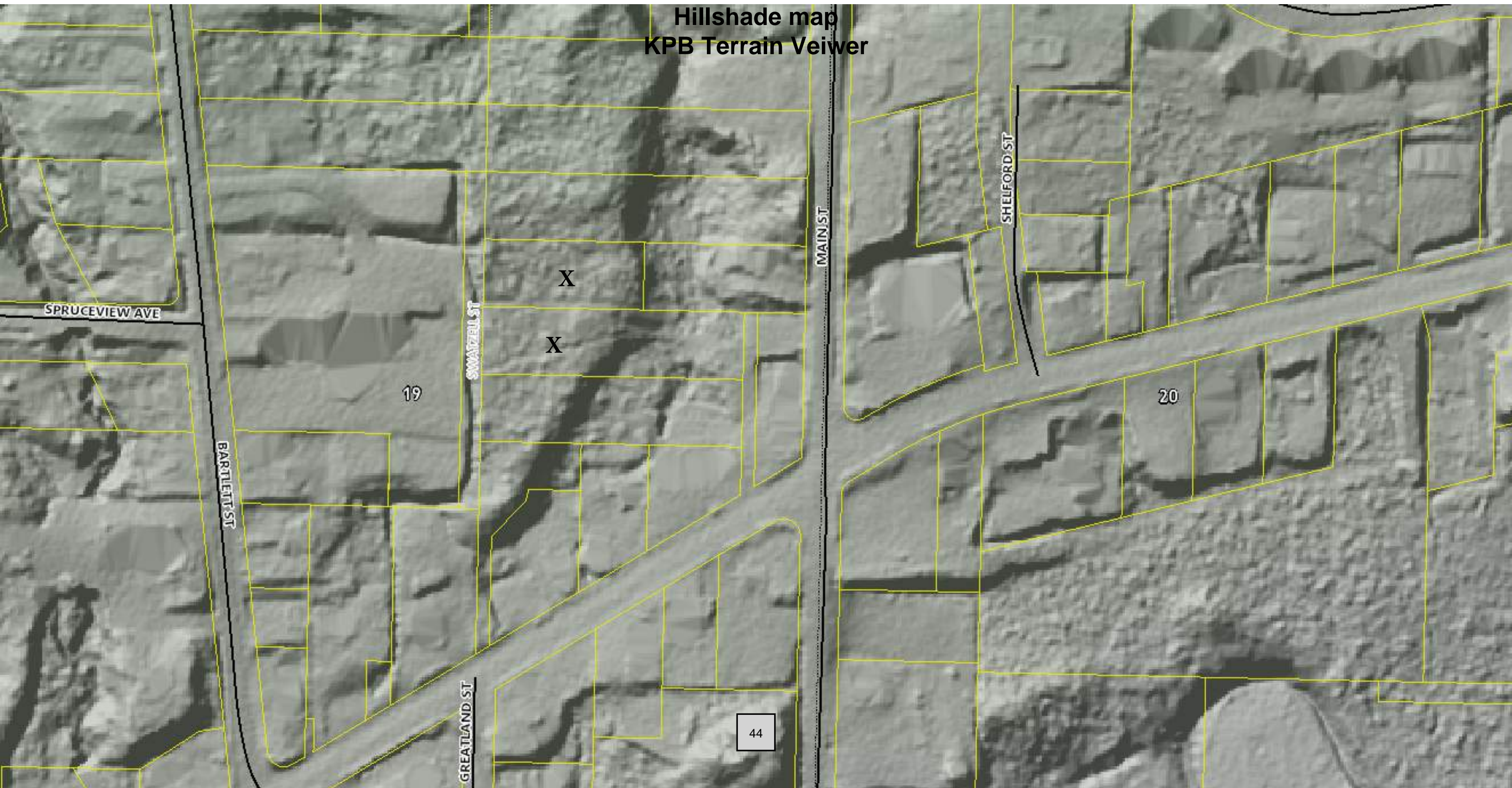
FOR: _____
ACKNOWLEDGED BEFORE ME THIS _____
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NOTARY PUBLIC FOR ALASKA

MY COMMISSION EXPIRES _____



Hillshade map
KPB Terrain Veiw



SPRUCEVIEW AVE

BARTLETT ST

SWATZEL ST

MAIN ST

SHELFORD ST

GREATLAND ST

19

X

X

20

44



Aerial Map
KPB Viewer

SPRUCEVIEW AVE

BARTLETT ST

SWANSON ST

MAIN ST

SHELFORD ST

HERNDON DR

E PIONEER AVE

W PIONEER AVE

H O M E R



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

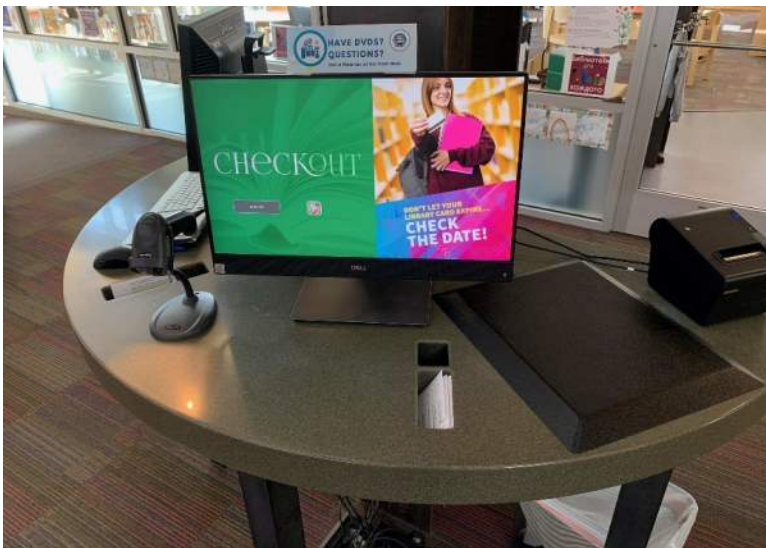
Memorandum

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: August 18, 2021
SUBJECT: City Manager's Report for August 23, 2021 Council Meeting

FAA Outreach

In my July 26th report, I discussed outreach I had initiated with the Federal Aviation Administration (FAA) to address aircraft nuisance issues experienced by City residents. Since that time, Harbormaster Hawkins and his staff have continued to perform outreach with both the FAA and the Alaska Department of Transportation (AKDOT). We have learned that the FAA will be updating the Homer Airport Master Plan in 2022 and that they will only perform a noise impact study if requested. Attached to this report are a memo and a draft letter that I will be signing and sending to AKDOT which specifically requests an FAA Part 150 Noise Compatibility Study that included both the airport and the Beluga Lake Float Plane Facility.

Self-Check Out Machines at the Library



Update provided by Library Director Berry:
Over the past year, the Library has used CARES Act funds to upgrade remote services and streamline operations. Patrons have already seen outdoor wi-fi added in September 2020 and will shortly have the ability to submit print jobs over the internet from their personal phones and laptops. Another part of this project went live on August 3rd, when we switched on three new self-checkout machines! Checking out with the self-service stations is easy: all you need is your library card, PIN and the items to be checked out. If you've forgotten your PIN or need a new card, staff will be happy to help. And, of course, you can still

check out at the front desk as always.

COVID Testing at Library Parking Lot

The City, in partnership with South Peninsula Hospital and Public Health, hosted Capstone Clinic from August 15-August 20 to provide walk up, same day results COVID-19 testing in the library parking lot. The hospital initiated the testing contractor coming to Homer, as demand for testing has been high. At the time of this report, approximately 200 people per day were tested at the library, far exceeding expectations (and temporarily exceeding supplies!). As of Wednesday morning, the testing had identified over 60 positive cases,

which hopefully helps prevent about 70 additional cases in the community at a minimum (using the current Statewide Rt number of 1.164.) Services to library patrons were uninterrupted, beyond the additional cars parked on Hazel and in the library parking lot. The City appreciates our community partners and citizens for their patience and teamwork to provide additional testing during this time of high transmission.

COVID Mitigation

On August 12th I made a series of changes to the COVID mitigation measures implemented at City facilities. We are now requiring all visitors to wear a mask when visiting a City facility, regardless of vaccination status. The trends related to the highly transmissible delta variant and the impacts it's having on the State of Alaska's medical resources are a large driver in this decision to return to masking in all City facilities.

Special Projects Coordinator Jenny Carroll created a poster for staff that helps clarify what to do in different COVID-related situations. The poster (attached to this report) has been distributed to all City facilities. We are also including a version of this document in all paychecks this week to ensure all employees get the message.

Library Director Dave Berry and I worked together to update the COVID Risk Assessment Framework. Much has changed since it was originally written and introduced in October 2020. This updated version (attached to this report) will help guide the organization's ongoing review of the COVID context in Homer as it relates to City operations.

Finance Improvements Internal Stakeholder Group

On August 11th I convened an internal stakeholder group for a finance-related improvement scoping session. This was one of my major post-budget adoption priorities. This kick-off meeting included staff from Finance, Public Works, Harbor, and Administration. We zeroed in on some themes that had broad appeal to the group and are preparing a plan to begin developing updated policies for internal finance operations. I'll also be creating a broader finance stakeholder group with representation from all departments that will meet on a regular basis to discuss ongoing issues and develop training for Citywide consumption. I will provide updates as this project progresses.

Facebook and Email Newsletter

In December 2020 I initiated a conversation with staff regarding official social media accounts and general promotion of City activities. We came to a consensus that the existing social media policy was still relevant and effective for today's context, however, there were some opportunities identified which could improve our connection to the public. Included in that were a general City of Homer Facebook page (we currently have a small collection of department pages) and a City newsletter. Christine Draais, assistant to the City Manager, has been working to set up templates and develop content to get these new communication opportunities on track. The Facebook page is live at <https://www.facebook.com/cityofhomerak> and the goal is to launch the first edition of the newsletter on September 1st. Email Christine at cdrais@ci.homer.ak.us or visit: <https://www.cityofhomer-ak.gov/newsletter/subscriptions> to get signed up for the newsletter.

Personnel Updates

Port & Harbor: *Peter Alfiche will retire August 20th after 10 years with the City. Peter started as the Fish Dock Temp and was promoted to Operator in 2017. In addition to strong mechanical skills, Peter also has a background in carpentry and he would often think up useful things to build for the plant—such as stools and toolboxes. He also did a few larger projects, such as remodeling the bathroom lobby after a waterline broke in January 2020. Peter is well liked, respected, and his constant smile will be missed by everyone on the Dock. – Burt Gregory, Fish Dock Supervisor*

Dave Berry – Enterprise Cybersecurity Leadership Certification Finance

The City's digital infrastructure is vitally important to the success of our organization and it is important to me as City Manager that we continually invest in cybersecurity skillsets and solutions. Our Library Director and IT supervisor, Dave Berry, successfully completed the National Association of Counties' (NACo) Enterprise Cybersecurity Leadership Academy in July. The academy, led by industry experts, delivers a proven framework and insights on leading and securing a network and an organization.

Police Department: *Eve Dickmann resigned from the Police Department after a successful 10 year career as a 911 dispatcher. Eve was energetic, hard-working and knowledgeable. She's heading off to Glennallen Alaska for new adventures. Eve will be missed.* – Chief Robl



Public Works: With a series of planned retirements happening this year in the Public Works Department, there are some big departures and new opportunities. See below for updates from the Public Works Director:

John Wythe retired, effective July 30, 2021, after 30 years of dedicated service to the Public Works Department. John was the Lead Operator for the Department responsible for, in addition to operating heavy equipment, training, coaching, and scheduling the other operators. John's passions, which he'll

be pursuing in his retirement, are playing with his brand-new tractor, his grandchild, and his cabin on Tutka Bay, but not necessarily in that order.

Paul Raymond, who has been with the Public Works Department for 7 1/2 years as an operator, was promoted to Lead Operator upon John's retirement. Paul has lived in Homer since 1977. Before starting work with the City, he worked as an operator for various construction companies in and around Homer and at the KPB Transfer Station. When asked what his hobbies were, Paul said enthusiastically, "BBQ!"



Left: John Wythe, Right: Paul Raymond

Owen Meyer joined the Public Works Department as the fulltime Project Technician. Owen will also serve as the ADA Coordinator for PW, working closely with the City's ADA Coordinator, Renée Krause. Owen was selected by the AML to be part of its Conference of Young Alaskans (COYA), which this year, focused on critical issues facing municipal governments. Owen is an accomplished guitarist and member of Toastmasters International.

Glenn Rauh, PW Custodian, left fulltime City Employment to work for Petro Marine as Fuel Dock Manager. Glenn had been with the City for just over a year and proved himself to be a capable and congenial employee in one of the City's most challenging positions – working nights cleaning other people's toilets. We wish him well!

One strategy noted during the Public Works section of the Council Budget Work Sessions was a plan to expand the skillsets of existing employees to bring certain tasks in-house more often. To that effect, Joe Inglis, PW Operator, is being cross-trained to manage the construction of, and inspect, some of the City's construction projects administered by the PW Department. Not only will this be more cost effective than using third party inspectors, it will provide in-house expertise when we need it. Aaron Yeaton, GIS Technician, is being cross-trained to produce Army Corps of Engineers permits, storm water plans, wet land delineations, ground water reports and other environmental protection-related documents, which will help the PW Department achieve its sustainability goals.

Enclosures:

1. Memo Re: Letter Requesting FAA Regulation Part 150 Noise Compatibility Study of the Homer Airport
2. Letter to AKDOT Chief of Planning Re: City of Homer Airport 2022 Master Plan
3. COVID Poster
4. COVID Risk Assessment Framework Update



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Port and Harbor

4311 Freight Dock Road
Homer, AK 99603

port@cityofhomer-ak.gov

(p) 907-235-3160

(f) 907-235-3152

Memorandum

TO: HOMER CITY COUNCIL

THRU: ROB DUMOUCHEL, CITY MANAGER

FROM: BRYAN HAWKINS, PORT DIRECTOR/HARBORMASTER

DATE: AUGUST 6, 2021

SUBJECT: LETTER REQUESTING FAA REGULATION PART 150 NOISE COMPATIBILITY
STUDY OF THE HOMER AIRPORT

City Manager Rob Dumouchel asked me to follow up with Alaska Dept. of Transportation (AKDOT) on complaints and concerns over Airport noise and traffic at the Homer Airport and Beluga Lake float plane facilities. I worked through the list of contacts for FAA that Rob passed along to me and asked them if there was a list of published rules for pilots using the Homer Airport. I was told that I should contact the "Airport Manager" and ask for the noise plan.

I have reviewed the Homer Airport Master Plan and found a small notation on noise complaints with no direct actions to such listed.

Through a circuitous route I've spoken with the Airport supervisor's office and the DOT Planners office. These offices advise that if residents wish to file an official complaint with the Airport supervisor they need to have a time, date, and tail number of the offending plane. I've also learned that FAA will be updating the Homer Airport Master Plan in 2022 and that normally a noise impact study analysis is not included in these studies unless requested. If Homer would like AKDOT to conduct a noise impact study analysis we need to address a letter to Todd VanHove, Area Planning Chief at Central Region AKDOT. We should ask them to:

- ✓ Include an FAA Regulation Part 150 Noise compatibility Study as part of the Noise Compatibility Planning section of the FAA & AKDOT jointly drafted new Homer Airport Master Plan (set to commence in 2022)
- ✓ Include the Beluga lake float plane facility in the study

The Airport Master Plan is the tool for what our Airport can become, so any concerns we have should be addressed and forwarded to the DOT offices as an active partner in developing our future goals.

RECOMMENDATION

Draft a letter from the City to the Alaska Dept. of Transportation Central Region Office and request that an FAA Regulation Part 150 Noise Compatibility Study for both the Homer Airport and the Beluga Float Plane Lake be part of the Homer Airport Master Plan being developed by DOT in 2022.

Attached: Draft Letter to AKDOT



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August 11 2021

Alaska Dept. of Transportation, Central Region- Planning

Attn: Todd Vanhove, Chief of Planning

4111 Aviation Ave

Anchorage, AK 99502

Todd.vanhove@alaska.gov

Re: City of Homer Airport 2022 Master Plan

Dear Mr. Vanhove,

The City of Homer is writing to request that a Federal Aviation Regulation Part 150 Noise Compatibility Study for both the Homer Airport and the Beluga Lake Float Plane facility be included and incorporated into the noise compatibility planning section of the new Homer Airport master plan scheduled to be developed by the Dept. of Transportation in 2022.

We are interested in the technical assistance such a study would provide to help prepare and execute appropriate noise compatibility planning and any recommended implementation programs as we work to plan our future community. The City believes this study would provide a balanced approach for mitigating the noise impacts of both facilities upon their neighbors while protecting or increasing both airport access and capacity moving toward the future.

An FAA Part 150 Noise Compatibility Study is also a primary vehicle for gaining approval of applications for Federal grants for noise abatement projects, should those be found necessary.

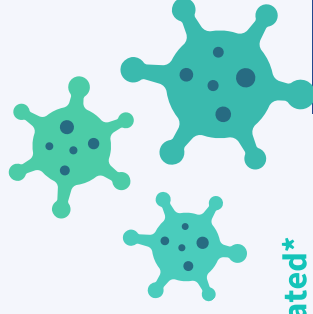
We look forward to working with the Alaska Department of Transportation on this important project. Thank you for your consideration of this request.

Sincerely,

CITY OF HOMER

Feeling Sick or Exposed to COVID-19?

Now what?



This guidance applies to the general public. But if you live or work in a high-risk setting such as a correctional institution, health care facility, assisted living facility or a fish processing plant, other guidance may apply.

Unvaccinated

Vaccinated*

If you have ANY symptoms of COVID-19 and no known exposure

**DO NOT COME IN TO WORK
GET TESTED, STAY HOME**

- If positive, isolate for 10 days, monitor your symptoms and contact your health care provider if symptoms become worrisome.
- If negative, stay home while you have symptoms. Talk to health provider and consider testing again.

If you are exposed to COVID-19 and have ANY symptoms

GET TESTED and ISOLATE

- If positive, keep isolating.
- If negative, stay home while you have symptoms or are finished with QUARANTINE, which ever is longer. Consult health provider and consider testing again.

GET TESTED and ISOLATE

- If positive, keep isolating.
- If negative, stay home while you have symptoms. Consult health provider and consider testing again.

If you are exposed to COVID-19 and have no symptoms

GET TESTED and STAY HOME

- Get tested.
- Quarantine until cleared by public health (7-14 days).
- Testing again 5-7 days after initial exposure can reduce quarantine time.

GET TESTED and WEAR A MASK

- Seek testing 3-5 days after initial exposure.
- Quarantine is not required, but wear a mask and monitor for symptoms for 14 days.

If you test positive for COVID-19

ISOLATE

- Until cleared by public health (usually about 10 days, but may vary).
- Notify your close contacts. Ask them to get tested and, if they are unvaccinated, to quarantine.
- Follow contact tracer guidance.
- If not contacted by tracer, you can call 907-531-3329 for education, resources and a contact tracing interview.

Symptoms include ANY of the following:

Cough Fatigue Fever Chills Sore Throat
Rash Nausea Muscle ache Headache
Decreased smell or taste Runny nose

WHERE TO GET TESTED

SPH COVID Vax & Test Site

4201 Bartlett Street

9 am -6 pm, 7 days a week

235-0235

No appt needed. Walk-ins welcome.

SVT Health & Wellness

880 East End Road, Homer

or

72351 Milo Fritz Ave, Anchor Point

or

206 Main Street, Seldovia

By appt only. Call 226-2228.

NTC Community Clinic

15765 Kingsley Road

9 am -3 pm, Wednesdays through Fridays

907-420-4713

Call your doctor or health care provider.

** A person is fully vaccinated if two weeks have passed since receiving the second dose of the Pfizer or Moderna vaccines or a single dose of Johnson & Johnson.*



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Memorandum

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: August 17, 2021
SUBJECT: City Organizational Framework for COVID Risk Assessment

In October of 2020, I presented a COVID risk assessment framework for the City organization to the City Council. As the COVID context has evolved over time, our use and implementation of the framework has evolved as well. This memo serves to update the framework for the current context.

COVID Triggers Potentially Impacting Homer/Southern Kenai Peninsula

GEOGRAPHIC SYSTEM POTENTIAL RISK IMPACT FACTORS

HOMER/SOUTHERN KENAI PENINSULA	<ul style="list-style-type: none">• Rolling average of active COVID cases in Homer/SKP• Local vaccination rates and vaccine availability• City organization vaccination rates• Number of COVID cases in City organization & known exposure of City staff• Available COVID beds in Homer and Health worker staffing levels• Access to local testing• Unrelated local emergency (i.e. earthquake, tsunami, fire, etc.)• Spread of influenza
KENAI PENINSULA	<ul style="list-style-type: none">• Rolling average of active COVID cases as reported by Kenai Peninsula Borough• Community transmission connected to popular regional events or shopping destinations for Homer residents (i.e. Fred Meyer in Soldotna)• Borough vaccination rates and vaccine availability• Unrelated regional emergency (i.e. earthquake, tsunami, fire, etc.)
STATE OF ALASKA	<ul style="list-style-type: none">• State public health orders• Number of COVID cases as reported by the State• Available COVID beds in Anchorage and health worker staffing levels• Statewide vaccination rates and vaccine availability• Statewide ability to process COVID tests• Unrelated emergency with significant impact on Statewide systems
NATIONAL/GLOBAL	<ul style="list-style-type: none">• National public health orders• Vaccine availability• Availability of influenza vaccines• Spread of new COVID variants

Homer Stoplight Risk Assessment Framework

RISK LEVEL* GENERAL DESCRIPTION**

GREEN	<ul style="list-style-type: none"> No COVID Emergency exists
YELLOW	<ul style="list-style-type: none"> Regular operations Masks are optional for staff areas but required for interactions with the public Most City doors can be opened to the public Staff meetings can be held in person in spaces that can accommodate social distancing or other COVID precautions Public meetings can be held in person with similar precautions, hybrid meetings encouraged Recreation can be held outdoors with masks optional, or indoors with masks and social distancing
ORANGE	<ul style="list-style-type: none"> City closes majority of facilities to the public, but continues normal operations inside When practical, encourage modifications to shifts/working hours that reduce opportunities for exposure/transmission of COVID at work sites Masks are required in close working conditions Staff meetings should be limited to small numbers of participants within large open spaces (i.e. garages, Council Chambers, etc.), held outdoors, or online Council meetings are hybrid, online participation is encouraged Recreation can be held outdoors with masks
RED	<ul style="list-style-type: none"> City closes facilities to public and reverts to a distributed (remote) work model as much as possible Masks are required in all interpersonal settings Staff meetings should be held by Zoom, phone, or in small numbers outdoors with masks and social distancing Public meetings are exclusively online Recreation is limited to individual or socially-distanced activities

*No risk tier restricts access to voting in an election. Voters are asked to mask during yellow, orange, and red, however, they will not be turned away from the polls for failing to comply. Those not wearing masks will not be allowed anywhere else within City Hall or other City facilities.

**The City Manager, or individual department heads, may enact stricter mitigation measures for teams/facilities than set by the framework as necessary/appropriate.



Planning Department

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

Charlie Pierce
Borough Mayor

July 13, 2021

**NOTICE OF DECISION
KENAI PENINSULA BOROUGH PLAT COMMITTEE
MEETING OF JULY 12, 2021**

Re: Bay View Subdivision 2018 Preliminary Plat
KPB File Number: 2021-087

The Plat Committee reviewed and granted conditional approval of the subject preliminary plat during their regularly scheduled meeting of July 12, 2021 based on the findings that the preliminary plat meets the requirements of the Kenai Peninsula Borough Code 20.25, 20.30, 20.40 and must comply with 20.60.

AMENDMENT A MOTION

An amendment motion to grant exception to KPB 20.30.120 – streets-width requirements passed by unanimous vote based on the following findings of fact.

Findings

1. The subdivision is within the City of Homer.
2. Lakeshore Drive was dedicated by the parent plat Bay View Subdivision in 1953, prior to statehood.
3. Lakeshore Drive is constructed and maintained by the City of Homer.
4. The City of Homer planner wrote that the plat is acceptable.
5. The City of Homer Planning Commission approved the proposed plat on August 1, 2018 with no discussion or concern about the right-of-way width.
7. Replats have been done through the years without additional right of way width being requested.
8. Due to the development of the lots, the ability to get matching dedications will be difficult.

A party of record may request that a decision of the Plat Committee be reviewed by the Planning Commission by filing a written request within 15 days of notification of the decision in accordance with KPB 2.40.080.

For additional information please contact the Planning Department, 907-714-2200 (1-800-478-4441 toll free within the Kenai Peninsula Borough).

PLANNING COMMISSION ANNUAL CALENDAR
FOR THE 2021 MEETING SCHEDULE

<u>MEETING DATE</u>	<u>SCHEDULED EVENTS OR AGENDA ITEM</u>
JANUARY 2021	
FEBRUARY 2021	AK APA Conference PC training: legislative vs quasi-judicial decisions; decisions and findings
MARCH 2021	Guest speaker and training: KPB Platting/Planning
APRIL 2021	2018 Comprehensive Plan Review
MAY 2021	Transportation work session with Public Works
JUNE 2021	Reappointment Applications Deadline
JULY 2021	Reappointments Spit Plan Review (One meeting this month)
AUGUST 2021	Election of Officers (Chair, Vice Chair) PC training: Roberts rules, OMA Capital Improvement Plan Review
SEPTEMBER 2021	Economic Development speaker (such as KPEDD, chamber, SBA,)
OCTOBER 2021	?? Floodplain or other hazard regulations overview...connect dots between comp plan and our current regs
NOVEMBER 2021	(One meeting this month) Review and Approve the 2022 Meeting Schedule
DECEMBER 2021	(One meeting this month) Review Bylaws, and Policies and Procedures
Semi Annually: PW project update	
Odd Years:	2018 Comprehensive Plan (April) Homer Spit Plan, (July), Review Bylaws, and Policies and Procedures (December)
Even Years:	HNMTTP (April), Transportation Plan (July), Town Center Plan (December)