



# Agenda

## Planning Commission Regular Meeting

Wednesday, April 03, 2024 at 6:30 PM

City Hall Cowles Council Chambers In-Person & Via Zoom Webinar

---

### Homer City Hall

491 E. Pioneer Avenue  
Homer, Alaska 99603  
[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

### Zoom Webinar ID: 205 093 973 Password: 610853

<https://cityofhomer.zoom.us>  
Dial: 346-248-7799 or 669-900-6833;  
(Toll Free) 888-788-0099 or 877-853-5247

---

### 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.](#) Unapproved Regular Meeting Minutes of March 20, 2024
- [B.](#) Decisions and Findings CUP 24-01, 1149 Virginia Lynn Way
- [C.](#) Decisions and Findings CUP 24-02, 1161 Virginia Lynn Way
- [D.](#) Decisions and Findings CUP 24-03, 1177 Virginia Lynn Way

### PRESENTATIONS / VISITORS

### REPORTS

- [A.](#) City Planner's Report, Staff Report 24-013
- [B.](#) Comprehensive Plan Steering Committee Report Unapproved CPSC Meeting Minutes for March 18, 2024

### PUBLIC HEARINGS

- [A.](#) Staff Report 24-014, Request for Conditional Use Permit CUP 24-04, More than one building containing a permitted principal use on a lot and No lot shall contain more than 8,000 square feet of building area (all buildings combined), nor shall any lot contain building area in excess

of 30 percent of the lot area, without an approved conditional use permit at 1061 East End Road.

**PLAT CONSIDERATION**

**PENDING BUSINESS**

**NEW BUSINESS**

- [A.](#) Review of Draft Transportation Plan with Planning Commission Comments  
Memorandum from Economic Development Manager as backup.

**INFORMATIONAL MATERIALS**

- [A.](#) PC Annual Calendar 2024
- [B.](#) City Manager's Report for City Council March 26, 2024
- [C.](#) 2024 Meeting Dates & Submittal Deadlines

**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 MAYOR/COUNCIL**

**COMMENTS OF THE COMMISSION**

**ADJOURNMENT**

Next Regular Meeting is **Wednesday, April 17, 2024 at 6:30 p.m.** All meetings are scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar. Meetings will adjourn promptly at 9:30 p.m. An extension is allowed by a vote of the Commission

## **CALL TO ORDER**

Session 24-06, a Regular Meeting of the Planning Commission was called to order by Acting Chair Roberta Highland at 6:30 p.m. on March 20, 2024 at the Cowles Council Chambers in City Hall, located at 491 E. Pioneer Avenue, Homer, Alaska, and via Zoom Webinar.

**PRESENT:** COMMISSIONERS VENUTI, CONLEY, SCHNEIDER, HIGHLAND, STARK

**ABSENT:** COMMISSIONERS BARNWELL (EXCUSED) AND SMITH (EXCUSED)

**STAFF:** DEPUTY CITY CLERK KRAUSE, DEPUTY CITY CLERK PETTIT, CITY PLANNER FOSTER

## **AGENDA APPROVAL**

Chair Highland read the supplemental items into the record and requested a motion and a second to approve the agenda as amended.

SCHNEIDER/VENUTI MOVED TO APPROVE THE AGENDA AS AMENDED.

There was no discussion.

VOTE: NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

## **PUBLIC COMMENTS ON ITEMS ALREADY ON THE AGENDA**

Scott Adams, city resident, urged the Commission to think about the Bridge Creek Watershed Area when looking at the comprehensive plan. In terms of the property that's tied up, he said that only 4.2% is being used and believes the maximum is 6.2%. He reasoned that the area should be looked at lot by lot rather than as a whole, stating he knows of certain places where the water doesn't run towards Bridge Creek, but that it's restricted due to that theory.

## **RECONSIDERATION**

### **CONSENT AGENDA**

Chair Highland noted for the record that all items on the consent agenda are considered routine and non-controversial by the Planning Commission and are approved in one motion. If a separate discussion is desired on an item, a Commissioner may request that item be removed from the Consent Agenda and placed on the Regular Agenda under New Business. She then requested a motion and second to adopt.

A. Unapproved Regular Meeting Minutes for March 6, 2024

VENUTI/SCHNEIDER MOVED TO ADOPT THE CONSENT AGENDA AS PRESENTED.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

## **PRESENTATIONS/VISITORS**

### **REPORTS**

#### A. City Planner's Report PC-24-012

City Planner Foster delivered a summary of his staff report to the Commission. He provided specific details on the following:

- Reminded Commissioners to provide their individual comments and recommendations of the Draft Transportation Plan to him by close of business on March 27<sup>th</sup> so that he can include them in the April 3<sup>rd</sup> packet.
- Comprehensive Plan updates
  - City Council Joint Work Session with the Planning Commission on March 26<sup>th</sup> to kick off the Comprehensive Plan effort. The focus will be sharing information on purpose, structure, benefits, legal aspects, relevant insights from other communities, and best practices and recommendations for how to create a successful comprehensive plan.
    - Commissioners Venuti, Schneider, Stark, and Highland confirmed they will be attending the Joint Work Session on the 26<sup>th</sup>.
  - Comprehensive Plan Community Visit #1 with Agnew::Beck will be taking place the week of March 25<sup>th</sup>-March 29<sup>th</sup>. There's an open house on March 28<sup>th</sup> at the Islands and Oceans Visitor Center, which will be the first big public meeting regarding the Comprehensive Plan.

Chair Highland inquired City Planner Foster about a recent change that had taken place at the City's administrative level. Mr. Foster confirmed that City Manager Rob Dumouchel was recently relieved of his duties with the City, and further that City Clerk Melissa Jacobsen is Acting City Manager until the position is filled. Mayor Castner said that he would elaborate more on that at the end of the meeting.

Chair Highland requested a Commissioner to deliver a report to Council at the next regular meeting. Commissioner Stark volunteered himself to deliver the report.

#### B. Comp Plan Steering Committee Report CPSC Unapproved Meeting Minutes for March 4, 2024

Chair Highland noted that the Planning Commission has quite a large role in the development of the Comprehensive Plan project.

## **PUBLIC HEARINGS**

A. Staff Report PC-24-007, Request for Conditional Use Permit (CUP) 24-01 for More Than One Building at 1149 Virginia Way

Chair Highland introduced the item by reading of the title and deferred to City Planner Foster.

City Planner Foster reviewed Staff Report PC-24-007 in detail for the Commission. He noted that the project first came up in May of 2023 when the applicant, Mr. Paul Hueper, submitted an application for a zoning permit for 4 dwelling units, which consisted of a duplex and two single-family dwellings. He added that at the time of Ordinance 23-40, which was approved by City Council on August 28, 2023 and amended Title 21 in regards to zoning, the zoning application was deemed incomplete and a zoning permit had not been issued. He continued, stating that per Ordinance 23-40, the urban residential district would now require a Conditional Use Permit for more than one building containing a permanent principal use on a lot. A Conditional Use Permit, CUP-23-09, was submitted by the applicant with a public hearing held on December 6, 2023 at the Planning Commission's Regular Meeting, and the Commission denied CUP-23-09 at that meeting. Other details included:

- The number of required parking spaces has been met.
- It meets the density requirements for minimum lot size.
- The shell of a single-family dwelling has been erected on the property, and the applicant has noted that all construction activities have ceased at this time.
- Fees for condensing activities without a permit shall be assessed at the regular rate multiplied by 1.5 for residential and 2 for commercial.

Chair Highland invited the applicant to speak. Mr. Hueper thanked the Commission for taking a look at the project, noting that not much has changed other than dropping the density by 25%. He welcomed any questions.

Chair Highland opened the public hearing period.

Tom Beck, city resident, noted that he is the owner of the lots immediately to the west of Virginia Lynn subdivision, through which Virginia Lynn Way passes through two of his lots. He stated that the location of the road isn't quite offset from Lakeside Drive by enough, reasoning that this would create a 4-way intersection at which Virginia Lynn Way is offset by about 60 feet, and that Homer City Code requires at least a 200 foot offset for safety reasons due to traffic convergence. His second concern was that the right-of-way is only 50 feet wide, whereas City Code requires 60 feet, and that's just not enough room to fit a 28 foot travel surface (ditches, shoulders) in that footprint. His third concern was that parking for a planned development requires a place to be able to turn around and not have to back out on to the street. He stated that the road is about 550 feet long and there's no cul-de-sac to turn around at the end.

Colton Liska, city resident, shared that he lives at 1104 Virginia Lynn with his wife, Alison Arima. He shared his concerns about the congestion and busyness that will be created in this area as a result of the proposal. He added that it was zoned for a single-family home when they purchased their house, and that he's worried it will lower the property value of his home. Ms. Arima shared that the fire hydrant and their access to the wetlands trails had been blocked by construction vehicles at various points throughout the process. She noted that if this proposal were to go through, 18 or more vehicles could be at the end of the road at any given time. She and Mr. Liska do not believe that the proposal aligns with the written out and agreed upon covenants of their neighborhood and the original intent of the covenant governing this subdivision,

resulting in unnecessary traffic and safety concerns on a small residential road, possibly altering natural wildlife surrounding the property and possible decreasing other property value. Mr. Liska's final thought was that they would rather Mr. Hueper stick with the original plan of single-family residences, and further that the will of one property owner should not usurp the rights and opinions of other property owners.

Albert (Richy) Bigley, city resident, lives at 1132 Virginia Lynn Way. He shared his support for everything that Mr. Liska and Ms. Arima has previously stated. He said that he's concerned about the proposal taking away from what is a nice neighborhood with lakefront property. He stated that there is work going on inside at least one of the houses, even though the applicant shared that there has been a halt put on all construction. He also said that his driveway has been used as a turnaround many times by the construction workers on site.

Scott Adams, city resident, shared his concern that the applicant went ahead and started the process of constructing the units without obtaining the proper permits. He wondered how many other people are doing the same thing. His second concern was that he would've liked to see some kind of walkway on the drawings, since there is no designated trail or pathway to these houses.

Chair Highland closed the public hearing and invited the applicant to deliver rebuttal to the testimony.

Mr. Hueper stated that in spending time with the comprehensive plan, it's apparent that Homer is hurting for affordable housing. He reasoned that his proposal fits with the comprehensive plan quite well. He reiterated that the zoning is urban residential, which covers medium density not light density. His last comment was that Beachy Construction drew up the covenants and Mr. Hueper stated that they have met all the covenants, and that he even went as far to limit his front roadside to 22 feet in order to block the least amount of the view as possible.

City Planner Foster noted that covenants, conditions and restrictions are not considered when it comes to the City's zoning code.

Chair Highland opened the floor to questions from the Commissioners.

Commissioner Stark asked Mr. Foster to address the concerns about road width, the absence of a cul-de-sac and the proximity of the development to a major intersection. Mr. Foster shared that with this application, those concerns are outside of the parameters of this proposal. He added that those types of improvements are put in when the subdivision is created.

Commissioner Conley questioned if Mr. Foster foresaw any issues with safety if there was a fire or congestion. Mr. Foster shared that this was a better question for the Fire Chief or a fire marshal, but that there are hydrants in the neighborhood, laid out at roughly a third lot for each of the properties at roughly the same size and shape. He reasoned that for the entirety of the subdivision to be built at the density prescribed in the zoning district that would be entirely appropriate. He continued by stating that if the 3 dwellings were combined into a tri-plex it wouldn't require a CUP, but rather a zoning permit, which further proves that this neighborhood was developed for that level of density.

Commissioner Conley asked Mr. Hueper how he sees the proposal affecting the traffic in the neighborhood with the size of the street already in place, particularly in the busier summer months. Mr. Hueper said that

he is unsure, but he has to go by what the zoning standards are. He added that he has to trust the experts when they say the area is capable of handling what is being proposed.

Chair Highland asked if the thought was that the 5 foot setback is where the walkways are planned for the lower cabin. Mr. Hueper shared that this was not the case, but that he does have plans for walkways to be dispersed based upon trying to keep privacy between the different lots. He added that he's trying to create something that will be aesthetic and logical in terms of protecting people's privacy. Chair Highland's next question was if the structures were be constructed on pilings, which Mr. Hueper confirmed was correct. Next, Chair Highland asked Mr. Hueper how the water is expected to flow through the development, to which Mr. Hueper answered that he doesn't foresee any water moving across on someone else's property. He noted that if it were to occur, it could be easily fixed with the implementation of a French drain. City Planner Foster shared that this project did go under zoning permit review, and that he didn't recall seeing any of the typical issues regarding drainage that would require anything special. Chair Highland's final question was why Mr. Hueper proceeded with construction without having obtained the zoning permit. Mr. Hueper stated that it was oversight, and if he has to pay any fines to the City, he understands.

Chair Highland began to ask Mr. Foster some questions regarding Lot 53 before Clerk Krause called a point of order to point out that Lot 53 is associated with a different conditional use permit.

Commissioner Stark asked Mr. Hueper if he would consider providing a cul-de-sac there, even if temporary, if and when the road is continued. Mr. Hueper said that he would consider it without committing to it given that he has no idea what the excavation will be. Mr. Foster shared that he pulled up the original plat, and the plat from 1961 showed Virginia Lynn Way connecting to Mattox Street.

SCHNEIDER/VENUTI MOVED TO ADOPT STAFF REPORT PC-24-007 AND RECOMMEND APPROVAL WITH FINDINGS 1-10 AND CONDITION 1 OUTDOOR LIGHTING MUST BE DOWNLIT PER HCC 21.59.030 AND THE COMMUNITY DESIGN MANUAL.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

B. Staff Report PC-24-008, Request for Conditional Use Permit (CUP) 24-02 for More Than One Building at 1161 Virginia Way

Chair Highland introduced the item by reading of the title and deferred to City Planner Foster.

Mr. Foster reviewed Staff Report PC-24-008 for the Commission, and noted that he wasn't going to go into details about the report given that there aren't any differences between CUP-24-01 and CUP-24-02.

Chair Highland invited the applicant to come forth to speak about the CUP. Mr. Hueper said that he had no further comment on his end.

Chair Highland opened the public hearing period.

Albert Bigley, city resident, inquired about the distance between buildings among the various lots, and added that he would like to see the buildings all look the same for visual aesthetics.

Tom Beck, city resident, commented that the road is built to serve its intended use in zoning, but that the road was built below city standards. He reasoned that the road will serve up to a dozen lots and up to 36 residents. He stated that he was encouraged to see that the public packet showed the Virginia Lynn subdivision serviced through Mattox Street because of the dangerous intersection. He urged the Commission to look into findings about traffic impacts. He added that there is a State of Alaska fire marshal code for how long a road can be without a turnaround for a fire truck, and said that he believes the distance a fire truck needs to get to a building is 500 feet. He suggested that there would need to be a lot more of a parking area to accommodate that. His last comment was that to the south of the lot is FAA Wetlands, and there's a 20 foot construction setback from the wetlands that isn't shown on the plat.

Sean Mitchell asked a question in regard to the culverts that are in place, noting that on the drawing they are 75 feet wide, and asked what the intentions are for those large culverts and in which direction they expect the water to flow.

Chair Highland closed the public hearing and offered the applicant and staff the opportunity to provide rebuttal to the testimony.

Mr. Hueper stated that they put the culverts into the CUP based upon what Public Works requires. Mr. Foster spoke to the road being below city standards, noting that if the subdivision was platted today the standard would be 60 feet. He reasoned that 50 feet could've been meeting the standard in 1961 when the subdivision was platted. He said that what is happening with this particular plat is a legacy issue, given that it was platted in 1961. He continued, saying that the City now has requirements to ensure that those improvements are actually put in to make sure if a road needs to be paved, or if a road needs to connect through, those types of improvements are required to be put into place or into the subdivision agreement.

Mayor Castner chimed in to inform the public about the program that the City has for upgrading streets, water courses and storm drains where the City pays the vast majority of the bill, but it requires the subdivision homeowners to get together and form an improvement district.

Mr. Hueper spoke briefly to the concerns regarding the intersection, noting that it's a very wide, open, unobstructed intersection with a stop sign at the top of Virginia Lynn. He said that the way he sees it, it's a problem if somebody doesn't obey the stop sign.

Chair Highland opened the floor to questions from the Commissioners.

Commissioner Conley asked Mr. Hueper to explain what he was looking at in the photos in the packet, specifically the two roads going into the properties. Mr. Hueper informed him that those are temporary construction roads, but that those roads aren't the final product. He added that they stopped all work with the conditional use process, and stated that they would build appropriate driveways toward the end of the project. Commissioner Conley then asked if the buildings he was looking at match the drawing, or if there were any variances, to which Mr. Hueper informed him that the buildings are identical.



Chair Highland stated that she was under the impression that there wouldn't be driveways down to the cabins that are below the parking area, and that the cabins would be hiked to. She asked for clarification from Mr. Hueper, who informed her that they needed to put in temporary driveways to get in with equipment, materials, etc. He noted that the driveways weren't going to be exactly the same as what the current layout is on the drawings, but that the pattern would be similar. Mr. Hueper informed the Commission that he was advised to put in a parking street going down, and that he wasn't trying to go against the CUPs, but rather just implementing what made the most sense. Mr. Foster reminded everyone that with the conditional use permit, this isn't the final site plan, but rather a draft site plan, noting that what's in front of the Commission aligns very closely with what was submitted back in May 2023 with the zoning permit.

Chair Highland asked Mr. Hueper to address the question about the 20 foot setback from the wetlands. He responded, saying that there aren't any wetlands on lot 54. He noted that there is a tiny bit of wetlands on lot 55, which they're choosing to leave natural.

SCHNEIDER/VENUTI MOVED TO ADOPT STAFF REPORT PC-24-008 AND RECOMMEND APPROVAL WITH FINDINGS 1-10 AND CONDITION 1 OUTDOOR LIGHTING MUST BE DOWN LIT PER HCC 21.59.030 AND THE COMMUNITY DESIGN MANUAL.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

- C. Staff Report PC-24-009, Request for Conditional Use Permit (CUP) 24-03 for More Than One Building at 1177 Virginia Way

Chair Highland introduced the item by reading of the title and deferred to City Planner Foster.

Mr. Foster reviewed Staff Report PC-24-009 for the Commission, and stated that he was going to approach this staff report similar to the last two due to the similarity between the two. He noted the key difference for Staff Report PC-24-009, taking place under criteria **h: The proposal does or will comply with the applicable regulations and conditions specified in this title for such use.** Mr. Foster provided his analysis, stating that the applicant is not requesting any exception to code. Further, the project is able to comply with applicable regulations and conditions when gaining a conditional use permit and subsequent zoning permit for construction. He then went on to explain that though a U.S. Army Corps of Engineers Wetland Delineation Letter, dated November 27, 2006, it's been noted that this property consists of uplands with wetlands in the southeast corner of the lot, and the proposed site plan shows that the existing wetlands would not be impacted by the development.

Chair Highland invited the applicant to come forth to speak about the CUP. Mr. Hueper stated that he felt everything had been addressed already.

Chair Highland opened the public hearing period.

Sean Mitchell inquired about the required building offsets, noting that he hadn't heard any mention of that. He shared his concern that construction had started on the property before the CUP was obtained, and stated that he felt Mr. Hueper should face some kind of penalty for that.

Tom Beck, city resident, asked the Commission how an accommodation will be made to the plans to accommodate the 20 foot setback to wetlands that's required. He noted that this applies to this lot and the southern buildings on some of the other lots. Switching his focus to parking, he pointed out that if any of the properties were going to be used as a bed and breakfast the property would require two parking spots plus one additional spot for every two bedrooms. His last comment was regarding the absence of a cul-de-sac, noting that the City of Homer requires no road be greater than 600 feet without a connection to the next road. He added that the road is currently 550 feet long, and that if Mr. Mitchell wishes to extend the road to his lot it would trigger the 600 foot threshold.

Chair Highland closed the public hearing period and offered the applicant a chance for rebuttal.

Mr. Hueper stated that he's dealt with the U.S. Army Corps of Engineers on various projects. He shared that the Army Corps of Engineers doesn't view wetlands as this nebulous thing that you can't touch. He noted that when building on piers, which he is at this property, the Army Corps of Engineers considers that to be zero impact. The Army Corps of Engineers is giving him either half of the property space or half an acre to build over wetlands. He highlighted the fact that any property that has water on it for two weeks out of the year is declared wetlands.

City Planner Foster noted that there would be a penalty of one and a half times the cost of the residential zoning permit due to the fact that the property was under construction without a zoning permit. He added that this penalty would occur at the time of resubmission of the zoning permit, and that all requirements of the zoning permit need to be met before it will be issued. In regards to setbacks, Mr. Foster explained that setbacks for dedicated right-of-ways in 20 feet, and then from all other lot boundaries is according to per story, so the setback is five feet from all other lot boundaries. He shared that it was noted on the site plan that there is a major sewer main line that goes through this property, so it does have utility easement. He stated that he ensured with Public Works that this project would not be built within that easement. Regarding platting and access, Mr. Foster noted that it would be different if this were a plat, but this is a single property that is submitting for a project to construct on this property. He continued, saying that to require a property owner coming off of an existing road on Virginia Lynn to somehow solve other issues within the subdivision is something that doesn't occur through this type of process.

Chair Highland opened the floor to questions from the Commissioners, but there were none. She requested a motion and a second.

SCHNEIDER/VENUTI MOVED TO ADOPT STAFF REPORT PC-24-009 AND RECOMMEND APPROVAL WITH FINDINGS 1-10 AND CONDITION 1 OUTDOOR LIGHTING MUST BE DOWNLIT PER HCC 21.59.030 AND THE COMMUNITY DESIGN MANUAL.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

## **PLAT CONSIDERATIONS**

## **PENDING BUSINESS**

## **NEW BUSINESS**

## **INFORMATIONAL MATERIALS**

- A. PC Annual Calendar 2024
- B. City Manager's Report for City Council March 11, 2024
- C. City of Homer Newsletter March 2024
- D. City of Homer Event Announcements  
Comprehensive Plan Rewrite Community Open House

Chair Highland noted the informational materials. There was no further discussion.

## **COMMENTS OF THE AUDIENCE**

## **COMMENTS OF THE STAFF**

Deputy City Clerk Krause noted that Deputy City Clerk Pettit was shadowing the meeting and that it was a great meeting for him to be a part of.

## **COMMENTS OF THE MAYOR/COUNCIL MEMBERS**

Mayor Castner urged the Commission to ensure that the transportation plan includes the Diamond Creek Underpass, even though it's outside of city limits. His reasoning for its inclusion was that it's going to require a full faith effort to show that it's a high priority for the City. He added that Kachemak Drive in its current condition as a state road is not capable of handling 35 mph traffic, noting that 35 mph is the minimum speed needed to evacuate the Spit. He said that the State doesn't have the road on the Statewide Transportation Improvement Program. Mayor Castner provided an update that the comprehensive plan project is chugging along. Lastly, he addressed the change in the administration of the City, assuring the Commission that business will continue as usual. He alluded to changes in the organizational structure of the City. He disclosed that the contract with the City Manager can be terminated at any time for any reason, including no reason, and that this termination was a no reason, termination of length of contract.

## **COMMENTS OF THE COMMISSION**

Commissioner Venuti thanked everyone for their service tonight. He noted that it's 39 degrees in Homer, and this is the second day of spring.

Commissioner Schneider noted that he is learning a little bit more at every meeting he attends.

Commissioner Conley thanked Chair Highland for stepping up in the absence of Chair Smith tonight.

Commissioner Stark thanked staff, the Mayor, Chair Highland, the Commissioners, and Mr. Hueper. He noted that the Commission appreciates the public's comments, adding that they were all thoughtful and won't go to waste.

Chair Highland thanked the staff and Mayor, and added that it's always a little difficult when there are disagreements regarding zoning.

**ADJOURNMENT**

There being no further business Chair Smith adjourned the meeting at 8:33 p.m. The next regular meeting is scheduled for **Wednesday, April 3, 2024 at 6:30 p.m.** A worksession will be held at 5:30 p.m. prior to the regular meeting. All meetings are scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar. Meetings will adjourn promptly at 9:30 p.m. An extension is allowed by a vote of the Commission.

---

ZACH PETTIT, DEPUTY CITY CLERK I

Approved: \_\_\_\_\_



**City of Homer**  
[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

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

## HOMER PLANNING COMMISSION

### Approved CUP 2024-01 at the Meeting of March 20, 2024

**RE:** Conditional Use Permit (CUP) 2024-01  
**Address:** 1149 Virginia Lynn Way  
**Legal Description:** T 6S R 13W SEC 21 SEWARD MERIDIAN HM 0610256 VIRGINIA LYN SUB LOT 55

## DECISION

### Introduction

Paul Hueper (the “Applicant”) applied to the Homer Planning Commission (the “Commission”) for a Conditional Use Permit (CUP) under Homer City Code HCC 21.14.030 (i), More than one building containing a permitted principal use on a lot. The applicant proposes three single dwelling units at 1149 Virginia Lynn Way.

A public hearing was held for the application before the Commission on March 20, 2024, as required by Homer City Code 21.94. Notice of the public hearing was published in the local newspaper and sent to 27 property owners of 32 parcels as shown on the Kenai Peninsula Borough tax assessor rolls. Public notices contained information on how to submit written testimony, participate telephonically, or participate on the Zoom meeting platform.

At the March 20, 2024 meeting of the Commission, five Commissioners were present, Commissioners Smith and Barnwell had excused absences. The Commission unanimously approved CUP 2024-01 with one condition.

### Evidence Presented

City Planner, Ryan Foster, provided a detailed review of Staff Report PC 24-007 for the Commission. The Applicant was available and provided responses to Commissioners questions. Several community members and neighbors provided testimony in opposition of the proposed conditional use permit.

37 **Findings of Fact**

38 After careful review of the record and consideration of testimony presented at the hearing, the  
39 Commission determines CUP 2024-01, to allow three single dwelling units at 1149 Virginia Lynn  
40 Way, satisfies the review criteria set out in HCC 21.71.030 and is hereby approved.

41  
42 **The criteria for granting a Conditional Use Permit is set forth in HCC 21.71.030, Review**  
43 **criteria, and establishes the following conditions:**

44  
45 **a. The applicable code authorizes each proposed use and structure by conditional use**  
46 **permit in that zoning district;**

47  
48 **Finding 1:** The structures and uses are authorized by the applicable code.

49  
50 **b. The proposed use(s) and structure(s) are compatible with the purpose of the zoning**  
51 **district in which the lot is located.**

52  
53 **Finding 2:** The proposed structures and uses are compatible with the purpose of the  
54 district.

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

57 **Finding 3:** Three single dwelling units are not expected to negatively impact the adjoining  
58 properties greater than other permitted or conditional uses.

59  
60 **d. The proposal is compatible with existing uses of surrounding land.**

61  
62 **Finding 4:** The proposal is compatible with existing uses of surrounding land.

63  
64 **e. Public services and facilities are or will be, prior to occupancy, adequate to serve the**  
65 **proposed use and structure.**

66  
67 **Finding 5:** Water, sewer, and fire services are adequate to serve the proposed three  
68 single unit dwellings.

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

72 **Finding 6:** The proposal will not cause undue harmful effect upon desirable  
73 neighborhood character.

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

76  
77 **Finding 7:** The proposal will not be unduly detrimental to the health, safety or welfare  
78 of the surrounding area and the city as a whole when all applicable standards are met  
79 as required by city code.

80  
81 **h. The proposal does or will comply with the applicable regulations and conditions**  
82 **specified in this title for such use.**

83  
84 **Finding 8:** The proposal will comply with applicable regulations and conditions  
85 specified in Title 21 when gaining the required permits.

86  
87 **i. The proposal is not contrary to the applicable land use goals and objectives of the**  
88 **Comprehensive Plan.**

89 **Finding 9:** The proposal is not contrary to the applicable land use goals and objects of  
90 the Comprehensive Plan. The proposal aligns with Chapter 4, Goal 1, Objectives A and  
91 C and no evidence has been found that it is contrary to the applicable land use goals  
92 and objects of the Comprehensive Plan.

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

95  
96 **Condition 1:** Outdoor lighting must be down lit per HCC 21.59.030 and the CDM.

97  
98 **Finding 10:** Project will comply with the applicable provisions of the CDM.

99  
100 **HCC 21.71.040(b).** b. In approving a conditional use, the Commission may impose such  
101 conditions on the use as may be deemed necessary to ensure the proposal does and will  
102 continue to satisfy the applicable review criteria. Such conditions may include, but are not  
103 limited to, one or more of the following:

- 104  
105 **1. Special yards and spaces:** No specific conditions deemed necessary.  
106 **2. Fences and walls:** No specific conditions deemed necessary.  
107 **3. Surfacing of parking areas:** No specific conditions deemed necessary.  
108 **4. Street and road dedications and improvements:** No specific conditions deemed  
109 necessary.  
110 **5. Control of points of vehicular ingress and egress:** No specific conditions deemed  
111 necessary.

- 112 **6. Special provisions on signs:** No specific conditions deemed necessary.  
113 **7. Landscaping:** No specific conditions deemed necessary.  
114 **8. Maintenance of the grounds, building, or structures:** No specific conditions  
115 deemed necessary.  
116 **9. Control of noise, vibration, odors or other similar nuisances:** No specific  
117 conditions deemed necessary.  
118 **10. Limitation of time for certain activities:** No specific conditions deemed  
119 necessary.  
120 **11. A time period within which the proposed use shall be developed:** No specific  
121 conditions deemed necessary.  
122 **12. A limit on total duration of use:** No specific conditions deemed necessary.  
123 **13. More stringent dimensional requirements,** such as lot area or dimensions,  
124 setbacks, and building height limitations. Dimensional requirements may be made  
125 more lenient by conditional use permit only when such relaxation is authorized by  
126 other provisions of the zoning code. Dimensional requirements may not be altered by  
127 conditional use permit when and to the extent other provisions of the zoning code  
128 expressly prohibit such alterations by conditional use permit.  
129 **14. Other conditions necessary** to protect the interests of the community and  
130 surrounding area, or to protect the health, safety, or welfare of persons residing or  
131 working in the vicinity of the subject lot.

132  
133  
134 **Conclusion:** Based on the foregoing findings of fact and law, Conditional Use Permit 2024-01  
135 is hereby approved, with Findings 1-10 and the following conditions.

136  
137 **Condition 1:** Outdoor lighting must be down lit per HCC 21.59.030 and the CDM.

138  
139  
140  
141  
142  
143  
144  
145  
146  
147  
148  
149



150  
151  
152  
153  
154  
155  
156  
157  
158  
159  
160  
161  
162  
163  
164  
165  
166  
167  
168  
169  
170  
171  
172  
173  
174  
175  
176  
177  
178  
179

\_\_\_\_\_  
Date Chair, Scott Smith

\_\_\_\_\_  
Date City Planner, Ryan Foster

NOTICE OF APPEAL RIGHTS

Pursuant to Homer City Code 21.93.020 any person with standing in this decision may appeal this decision to a hearing officer within fifteen (15) days of the date of distribution indicated below. A hearing officer will be appointed in accordance with Homer City Code 21.91.100. Any decision not appealed within that time shall be final. A notice of appeal shall be in writing and contain all the information required by Homer City Code Section 21.93.080 and shall be filed with the Homer City Clerk, 491 E. Pioneer Avenue, Homer, Alaska 99603.

CERTIFICATION OF DISTRIBUTION

I certify that a copy of this Decision was mailed to the below listed recipients on \_\_\_\_\_,2024. A copy was also delivered to the City of Homer Planning Department and Homer City Clerk on the same date.

\_\_\_\_\_  
Date Ed Gross, Associate Planner

Paul Hueper  
3901 Pennock Street  
Homer, AK 99603

Melissa Jacobsen, Acting City Manager  
City of Homer  
491 E Pioneer Avenue  
Homer, AK 99603

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



**City of Homer**  
[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

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

## HOMER PLANNING COMMISSION

### Approved CUP 2024-02 at the Meeting of March 20, 2024

**RE:** Conditional Use Permit (CUP) 2024-02

**Address:** 1161 Virginia Lynn Way

**Legal Description:** T 6S R 13W SEC 21 SEWARD MERIDIAN HM 0610256 VIRGINIA LYN SUB LOT 54

## DECISION

### Introduction

Paul Hueper (the “Applicant”) applied to the Homer Planning Commission (the “Commission”) for a Conditional Use Permit (CUP) under Homer City Code HCC 21.14.030 (i), More than one building containing a permitted principal use on a lot. The applicant proposes three single dwelling units at 1161 Virginia Lynn Way.

A public hearing was held for the application before the Commission on March 20, 2024, as required by Homer City Code 21.94. Notice of the public hearing was published in the local newspaper and sent to 27 property owners of 32 parcels as shown on the Kenai Peninsula Borough tax assessor rolls. Public notices contained information on how to submit written testimony, participate telephonically, or participate on the Zoom meeting platform.

At the March 20, 2024 meeting of the Commission, five Commissioners were present, Commissioners Smith and Barnwell had excused absences. The Commission unanimously approved CUP 2024-02 with one condition.

### Evidence Presented

City Planner, Ryan Foster, provided a detailed review of Staff Report PC 24-008 for the Commission. The Applicant was available and provided responses to Commissioners questions. Several community members and neighbors provided testimony in opposition of the proposed conditional use permit.

37 **Findings of Fact**

38 After careful review of the record and consideration of testimony presented at the hearing, the  
39 Commission determines CUP 2024-02, to allow three single dwelling units at 1161 Virginia Lynn  
40 Way, satisfies the review criteria set out in HCC 21.71.030 and is hereby approved.

41  
42 **The criteria for granting a Conditional Use Permit is set forth in HCC 21.71.030, Review**  
43 **criteria, and establishes the following conditions:**

44  
45 **a. The applicable code authorizes each proposed use and structure by conditional use**  
46 **permit in that zoning district;**

47  
48 **Finding 1:** The structures and uses are authorized by the applicable code.

49  
50 **b. The proposed use(s) and structure(s) are compatible with the purpose of the zoning**  
51 **district in which the lot is located.**

52  
53 **Finding 2:** The proposed structures and uses are compatible with the purpose of the  
54 district.

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

57 **Finding 3:** Three single dwelling units are not expected to negatively impact the adjoining  
58 properties greater than other permitted or conditional uses.

59  
60 **d. The proposal is compatible with existing uses of surrounding land.**

61  
62  
63 **Finding 4:** The proposal is compatible with existing uses of surrounding land.

64  
65 **e. Public services and facilities are or will be, prior to occupancy, adequate to serve the**  
66 **proposed use and structure.**

67  
68 **Finding 5:** Water, sewer, and fire services are adequate to serve the proposed three  
69 single unit dwellings.

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

73 **Finding 6:** The proposal will not cause undue harmful effect upon desirable  
74 neighborhood character.

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

77  
78 **Finding 7:** The proposal will not be unduly detrimental to the health, safety or welfare  
79 of the surrounding area and the city as a whole when all applicable standards are met  
80 as required by city code.

81  
82 **h. The proposal does or will comply with the applicable regulations and conditions**  
83 **specified in this title for such use.**

84  
85 **Finding 8:** The proposal will comply with applicable regulations and conditions  
86 specified in Title 21 when gaining the required permits.

87  
88 **i. The proposal is not contrary to the applicable land use goals and objectives of the**  
89 **Comprehensive Plan.**

90 **Finding 9:** The proposal is not contrary to the applicable land use goals and objects of  
91 the Comprehensive Plan. The proposal aligns with Chapter 4, Goal 1, Objectives A and  
92 C and no evidence has been found that it is contrary to the applicable land use goals  
93 and objects of the Comprehensive Plan.

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

96  
97 **Condition 1:** Outdoor lighting must be down lit per HCC 21.59.030 and the CDM.

98  
99 **Finding 10:** Project will comply with the applicable provisions of the CDM.

100  
101 **HCC 21.71.040(b).** b. In approving a conditional use, the Commission may impose such  
102 conditions on the use as may be deemed necessary to ensure the proposal does and will  
103 continue to satisfy the applicable review criteria. Such conditions may include, but are not  
104 limited to, one or more of the following:

- 105  
106 **1. Special yards and spaces:** No specific conditions deemed necessary.  
107 **2. Fences and walls:** No specific conditions deemed necessary.  
108 **3. Surfacing of parking areas:** No specific conditions deemed necessary.  
109 **4. Street and road dedications and improvements:** No specific conditions deemed  
110 necessary.  
111 **5. Control of points of vehicular ingress and egress:** No specific conditions deemed  
112 necessary.

- 113 **6. Special provisions on signs:** No specific conditions deemed necessary.  
114 **7. Landscaping:** No specific conditions deemed necessary.  
115 **8. Maintenance of the grounds, building, or structures:** No specific conditions  
116 deemed necessary.  
117 **9. Control of noise, vibration, odors or other similar nuisances:** No specific  
118 conditions deemed necessary.  
119 **10. Limitation of time for certain activities:** No specific conditions deemed  
120 necessary.  
121 **11. A time period within which the proposed use shall be developed:** No specific  
122 conditions deemed necessary.  
123 **12. A limit on total duration of use:** No specific conditions deemed necessary.  
124 **13. More stringent dimensional requirements,** such as lot area or dimensions,  
125 setbacks, and building height limitations. Dimensional requirements may be made  
126 more lenient by conditional use permit only when such relaxation is authorized by  
127 other provisions of the zoning code. Dimensional requirements may not be altered by  
128 conditional use permit when and to the extent other provisions of the zoning code  
129 expressly prohibit such alterations by conditional use permit.  
130 **14. Other conditions necessary** to protect the interests of the community and  
131 surrounding area, or to protect the health, safety, or welfare of persons residing or  
132 working in the vicinity of the subject lot.

133  
134  
135 **Conclusion:** Based on the foregoing findings of fact and law, Conditional Use Permit 2024-02  
136 is hereby approved, with Findings 1-10 and the following conditions.

137  
138 **Condition 1:** Outdoor lighting must be down lit per HCC 21.59.030 and the CDM.  
139  
140  
141  
142  
143  
144  
145  
146  
147  
148  
149  
150

151  
152  
153  
154  
155  
156  
157  
158  
159  
160  
161  
162  
163  
164  
165  
166  
167  
168  
169  
170  
171  
172  
173  
174  
175  
176  
177  
178  
179  
180

\_\_\_\_\_  
Date Chair, Scott Smith

\_\_\_\_\_  
Date City Planner, Ryan Foster

NOTICE OF APPEAL RIGHTS

Pursuant to Homer City Code 21.93.020 any person with standing in this decision may appeal this decision to a hearing officer within fifteen (15) days of the date of distribution indicated below. A hearing officer will be appointed in accordance with Homer City Code 21.91.100. Any decision not appealed within that time shall be final. A notice of appeal shall be in writing and contain all the information required by Homer City Code Section 21.93.080 and shall be filed with the Homer City Clerk, 491 E. Pioneer Avenue, Homer, Alaska 99603.

CERTIFICATION OF DISTRIBUTION

I certify that a copy of this Decision was mailed to the below listed recipients on \_\_\_\_\_,2024. A copy was also delivered to the City of Homer Planning Department and Homer City Clerk on the same date.

\_\_\_\_\_  
Date Ed Gross, Associate Planner

Paul Hueper  
3901 Pennock Street  
Homer, AK 99603

Melissa Jacobsen, Acting City Manager  
City of Homer  
491 E Pioneer Avenue  
Homer, AK 99603

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



**City of Homer**  
www.cityofhomer-ak.gov

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

## HOMER PLANNING COMMISSION

### Approved CUP 2024-03 at the Meeting of March 20, 2024

**RE:** Conditional Use Permit (CUP) 2024-03  
**Address:** 1177 Virginia Lynn Way  
**Legal Description:** T 6S R 13W SEC 21 SEWARD MERIDIAN HM 0610256 VIRGINIA LYN SUB LOT 53

## DECISION

### Introduction

Paul Hueper (the “Applicant”) applied to the Homer Planning Commission (the “Commission”) for a Conditional Use Permit (CUP) under Homer City Code HCC 21.14.030 (i), More than one building containing a permitted principal use on a lot. The applicant proposes three single dwelling units at 1177 Virginia Lynn Way.

A public hearing was held for the application before the Commission on March 20, 2024, as required by Homer City Code 21.94. Notice of the public hearing was published in the local newspaper and sent to 27 property owners of 32 parcels as shown on the Kenai Peninsula Borough tax assessor rolls. Public notices contained information on how to submit written testimony, participate telephonically, or participate on the Zoom meeting platform.

At the March 20, 2024 meeting of the Commission, five Commissioners were present, Commissioners Smith and Barnwell had excused absences. The Commission unanimously approved CUP 2024-03 with one condition.

### Evidence Presented

City Planner, Ryan Foster, provided a detailed review of Staff Report PC 24-009 for the Commission. The Applicant was available and provided responses to Commissioners questions. Several community members and neighbors provided testimony in opposition of the proposed conditional use permit.

36 **Findings of Fact**

37 After careful review of the record and consideration of testimony presented at the hearing, the  
38 Commission determines CUP 2024-03, to allow three single dwelling units at 1177 Virginia Lynn  
39 Way, satisfies the review criteria set out in HCC 21.71.030 and is hereby approved.

40  
41 **The criteria for granting a Conditional Use Permit is set forth in HCC 21.71.030, Review**  
42 **criteria, and establishes the following conditions:**

43  
44 **a. The applicable code authorizes each proposed use and structure by conditional use**  
45 **permit in that zoning district;**

46  
47 **Finding 1:** The structures and uses are authorized by the applicable code.

48  
49 **b. The proposed use(s) and structure(s) are compatible with the purpose of the zoning**  
50 **district in which the lot is located.**

51  
52 **Finding 2:** The proposed structures and uses are compatible with the purpose of the  
53 district.

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

56 **Finding 3:** Three single dwelling units are not expected to negatively impact the adjoining  
57 properties greater than other permitted or conditional uses.

58  
59 **d. The proposal is compatible with existing uses of surrounding land.**

60  
61  
62 **Finding 4:** The proposal is compatible with existing uses of surrounding land.

63  
64 **e. Public services and facilities are or will be, prior to occupancy, adequate to serve the**  
65 **proposed use and structure.**

66  
67 **Finding 5:** Water, sewer, and fire services are adequate to serve the proposed three  
68 single unit dwellings.

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



72 **Finding 6:** The proposal will not cause undue harmful effect upon desirable  
73 neighborhood character.

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

76  
77 **Finding 7:** The proposal will not be unduly detrimental to the health, safety or welfare  
78 of the surrounding area and the city as a whole when all applicable standards are met  
79 as required by city code.

80  
81 **h. The proposal does or will comply with the applicable regulations and conditions**  
82 **specified in this title for such use.**

83  
84 **Finding 8:** The proposal will comply with applicable regulations and conditions  
85 specified in Title 21 when gaining the required permits.

86  
87 **i. The proposal is not contrary to the applicable land use goals and objectives of the**  
88 **Comprehensive Plan.**

89 **Finding 9:** The proposal is not contrary to the applicable land use goals and objects of  
90 the Comprehensive Plan. The proposal aligns with Chapter 4, Goal 1, Objectives A and  
91 C and no evidence has been found that it is contrary to the applicable land use goals  
92 and objects of the Comprehensive Plan.

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

95  
96 **Condition 1:** Outdoor lighting must be down lit per HCC 21.59.030 and the CDM.

97  
98 **Finding 10:** Project will comply with the applicable provisions of the CDM.

99  
100 **HCC 21.71.040(b).** b. In approving a conditional use, the Commission may impose such  
101 conditions on the use as may be deemed necessary to ensure the proposal does and will  
102 continue to satisfy the applicable review criteria. Such conditions may include, but are not  
103 limited to, one or more of the following:

- 104  
105 **1. Special yards and spaces:** No specific conditions deemed necessary.  
106 **2. Fences and walls:** No specific conditions deemed necessary.  
107 **3. Surfacing of parking areas:** No specific conditions deemed necessary.  
108 **4. Street and road dedications and improvements:** No specific conditions deemed  
109 necessary.  
110 **5. Control of points of vehicular ingress and egress:** No specific conditions deemed  
111 necessary.

- 112 **6. Special provisions on signs:** No specific conditions deemed necessary.  
113 **7. Landscaping:** No specific conditions deemed necessary.  
114 **8. Maintenance of the grounds, building, or structures:** No specific conditions  
115 deemed necessary.  
116 **9. Control of noise, vibration, odors or other similar nuisances:** No specific  
117 conditions deemed necessary.  
118 **10. Limitation of time for certain activities:** No specific conditions deemed  
119 necessary.  
120 **11. A time period within which the proposed use shall be developed:** No specific  
121 conditions deemed necessary.  
122 **12. A limit on total duration of use:** No specific conditions deemed necessary.  
123 **13. More stringent dimensional requirements,** such as lot area or dimensions,  
124 setbacks, and building height limitations. Dimensional requirements may be made  
125 more lenient by conditional use permit only when such relaxation is authorized by  
126 other provisions of the zoning code. Dimensional requirements may not be altered by  
127 conditional use permit when and to the extent other provisions of the zoning code  
128 expressly prohibit such alterations by conditional use permit.  
129 **14. Other conditions necessary** to protect the interests of the community and  
130 surrounding area, or to protect the health, safety, or welfare of persons residing or  
131 working in the vicinity of the subject lot.

132  
133  
134 **Conclusion:** Based on the foregoing findings of fact and law, Conditional Use Permit 2024-03  
135 is hereby approved, with Findings 1-10 and the following conditions.  
136

137 **Condition 1:** Outdoor lighting must be down lit per HCC 21.59.030 and the CDM.  
138

139  
140  
141  
142  
143  
144  
145  
146  
147  
148  
149

150  
151  
152  
153  
154  
155  
156  
157  
158  
159  
160  
161  
162  
163  
164  
165  
166  
167  
168  
169  
170  
171  
172  
173  
174  
175  
176  
177  
178  
179

\_\_\_\_\_  
Date Chair, Scott Smith

\_\_\_\_\_  
Date City Planner, Ryan Foster

NOTICE OF APPEAL RIGHTS  
Pursuant to Homer City Code 21.93.020 any person with standing in this decision may appeal this decision to a hearing officer within fifteen (15) days of the date of distribution indicated below. A hearing officer will be appointed in accordance with Homer City Code 21.91.100. Any decision not appealed within that time shall be final. A notice of appeal shall be in writing and contain all the information required by Homer City Code Section 21.93.080 and shall be filed with the Homer City Clerk, 491 E. Pioneer Avenue, Homer, Alaska 99603.

CERTIFICATION OF DISTRIBUTION  
I certify that a copy of this Decision was mailed to the below listed recipients on \_\_\_\_\_,2024. A copy was also delivered to the City of Homer Planning Department and Homer City Clerk on the same date.

\_\_\_\_\_  
Date Ed Gross, Associate Planner

Paul Hueper  
3901 Pennock Street  
Homer, AK 99603

Melissa Jacobsen, Acting City Manager  
City of Homer  
491 E Pioneer Avenue  
Homer, AK 99603

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



# City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## Planning

491 East Pioneer Avenue  
Homer, Alaska 99603

[Planning@ci.homer.ak.us](mailto:Planning@ci.homer.ak.us)

(p) 907-235-3106

(f) 907-235-3118

### Staff Report Pl 24-013

TO: Homer Planning Commission  
FROM: Ryan Foster, AICP, City Planner  
DATE: April 3, 2024  
SUBJECT: City Planner's Report

---

### Comprehensive Plan Update Next Steps

The Comprehensive Plan's Community Visit #1 with Agnew Beck was from March 26-29, which consisted of a Joint Work Session with City Council and the Planning Commission, a regular meeting with the Port & Harbor Commission, a public open house, a regular meeting of the Comprehensive Plan Steering Committee, and several meetings with local organizations and City staff members. Findings from this first visit will be posted on the project website in April, in advance of the Community Visit #2 anticipated for late April/early May.

Go to the Homer Comprehensive Plan Update website for project updates at [www.homercompplanupdate.com](http://www.homercompplanupdate.com)

### Meeting Schedule

The next regular meeting date is Wednesday, April 17, 2024.

**CALL TO ORDER**

Session 24-04 a Regular Meeting of the Comprehensive Plan Steering Committee was called to order by Chair Kathy Carssow at 3:45 p.m. on March 18, 2024 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

PRESENT: COMMITTEE MEMBERS CARSSOW, DAVIS, ERICKSON, & KIM

ABSENT: COMMITTEE MEMBER BARNWELL

STAFF: DEPUTY CITY CLERK PETTIT

CONSULTING: CITY PLANNER FOSTER

**AGENDA APPROVAL**

DAVIS/ERICKSON MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

**PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA**

Mayor Castner took to the podium to say that he's been giving a lot of thought behind the policy on where the City is going to go with the comprehensive plan, and how the City is going to take all of the ideas and input that's outlined within the plan and consolidate them in order to create a very solid base of information moving forward. He added that it seems like it hasn't been determined what is going to be changing from the existing comprehensive plan. He used an example of a three-legged stool to suggest that when assembling the comprehensive plan, items should be sorted into three divisions: quality of life, economic demand and growth regime, and what Homer already has (a very extensive physical plant). He reaffirmed that the comprehensive plan needs to have elements that relate to all three legs of the stool. His closing thoughts were that Homer does things as a town together because that's the efficient way of doing it.

**APPROVAL OF MINUTES**

A. Steering Committee Meeting Minutes of March 4, 2024

DAVIS/ERICKSON MOVED TO APPROVE THE MARCH 4, 2024 STEERING COMMITTEE MINUTES.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

**VISITORS/PRESENTATIONS**

**REPORTS**

**PENDING BUSINESS**

A. Updated Public Participation Plan

Shelly Wade of Agnew::Beck informed the Committee that Agnew::Beck has updated the Public Participation Plan to include all previous discussions and input from the Comprehensive Plan Steering Committee. She reminded everyone that this will be a living document, and assured the Committee that as they proceed and implement different components of the plan, they will continue to update and reflect any relevant changes. There were lengthy discussions regarding the identification of a “most preferred alternative,” as well as three development scenarios/alternatives.

Chair Carsow shared that she was concerned that the Planning Commission hadn’t seen any iteration of the Public Participation Plan. City Planner Foster assured Chair Carsow that the Planning Commission has received updates regarding the Public Participation Plan, but that the Steering Committee is really the group that’s focused on this as a task for the project.

B. Project Website: <https://homercompplanupdate.com>

Ms. Wade noted the photos on the project website had been updated at the request of the Committee to better represent the community of Homer. Other updates to the project website included the addition of the Steering Committee members, their roles and an updated schedule. Chair Carsow suggested including meeting dates and times on the website for the Steering Committee so that the public can visit the website to see the scheduled meetings. Ms. Wade next exhibited the updated project flyer, as well as the flyer that’s been developed specifically for the open house event.

A point of clarification was made by Committee Members that the website lists the project as a project over the next 10 years, whereas they were under the impression that it was going to be a 20-year project. The Committee requested that the website list the project as a 20-year project.

C. Draft Community Visit #1 Framework

Ms. Wade began review of the Draft Community Visit #1 Framework. The framework for the first community visit is scheduled as follows:

- Monday, March 25<sup>th</sup>: Agnew::Beck travel to Homer.
- Tuesday, March 26<sup>th</sup>: 9:00-11:00 a.m. – meet with staff and the Steering Committee to prepare for the week and confirm roles, 3:00-4:50 p.m. – Joint Work Session with Council and Planning Commission, 6:00 p.m. – City Council Regular Meeting.
- Wednesday, March 27<sup>th</sup>: potential stakeholder interviews in the morning, 1:00-2:30 p.m. – Guiding Growth Conversation at Kenai Peninsula College, 3:00-5:00 p.m. – Stormwater Working Group at Homer Soil & Water Office, 5:30-6:30 p.m. – Port and Harbor Advisory Commission Meeting.
- Thursday, March 28<sup>th</sup>: potential stakeholder interviews in the morning, 1:00-2:00 p.m. – Port and Harbor staff meeting at the Port and Harbor Office, 6:00-8:00 p.m. – Community Open House at Islands & Oceans Visitor Center.
- Friday, March 29<sup>th</sup>: 9:00-10:30 a.m. – morning debrief with City staff and/or Steering Committee, and potential stakeholder interviews in the afternoon before Agnew::Beck returns to Anchorage in the evening.
- Additional Meetings: Wednesday, March 20<sup>th</sup> – Library Staff meeting, Thursday, March 21<sup>st</sup> – Interview with KBBI.

Commissioner Kim emphasized the importance of having clear data to work on the Comprehensive Plan with, reasoning that the Comprehensive Plan should be as data-driven as possible.

Ms. Wade noted that Agnew::Beck is hoping to interview each Planning Commissioner and City Council Member one-on-one to do a deeper dive. She added that she's hopeful to confirm with both the Planning Commission and City Council that there will be standing agenda items on both bodies' agendas where Agnew::Beck will have a chance to update both bodies regularly with the progress that's being made.

## **NEW BUSINESS**

### A. Community Survey – Draft Framework

Ms. Wade stated that she wanted to approach the community survey similarly to how the group approached the flyer. She added that Agnew::Beck planned to share some draft questions with the Committee in the near future, giving the Committee a chance to provide initial feedback so that the two groups can collectively come together on Tuesday the 26<sup>th</sup> to review feedback, look at proposed revisions, questions and concerns, and be able to finalize the survey together while Agnew::Beck is in Homer. Some of the sample questions mentioned included:

- What do you find most valuable about Homer?
- What do you find most challenging about Homer?
- How do you describe your community?
- What are the top five most important things?
- What are the areas that you would like to see preserved and for what purpose?
- What is your view of Homer in the next 20 years?

There were also discussion of questions pertaining to individual demographics and economics.

Committee Member Erickson shared her concern that the question topics seemed too “touch feely and all about the environment.” She suggested talking to people about how to sustain a business and affording to live in Homer, emphasizing that they need to be talking about the “nuts and bolts” of living in Homer. She added that the questions can't be leaning too heavy to one side, it needs to be an even, unbiased survey.

Committee Member Kim suggested the idea of report cards to evaluate where the 2018 Comprehensive Plan did well and where it failed. He added that doing so might provide good context for how people provide input into the process.

### B. Comprehensive Plan Examples – Successes & Challenges

Ms. Wade listed some common challenges that she and Agnew::Beck have experienced with communities they have worked with in the past:

- **Timing:** timelines that are too fast or timelines that drag on.
- **Transparency:** lack of documentation and consistent communications about the process/plan (including implementation progress).
- **Public Participation:** overrepresentation of specific voices and perspectives; politicized processes; limited or no public engagement.
- **Community/Partner Education:** lack of education on what the plan can and cannot do, including role of municipality in development/implementation.

- **Municipal Leadership & Staff Investment/Engagement:** as the mandated body (Title 29), lack of awareness, participation, support for the process/plan.
- **Plan Length/Content/Usability:** documents that are hundreds of pages long (inaccessible/digestible to residents).
- **Follow Through & Adaptability:** lack of implementation plan or some sense of plan priorities; roadmap that sustains administrative, leadership, staff changes.

She then went on to list some successes from other Alaskan communities:

- **Kenai Peninsula Borough (2019):** this plan won an award for the best community engagement.
- **Big Lake (2008, 2010):** this plan won an award for the best comprehensive plan.
  - Ms. Wade noted that there was a large proposal to do a bypass, but that the Big Lake Community had identified the idea of a town center. The comprehensive plan played a key role in directing away from the idea that the bypass would go through the future downtown Big Lake.
- **Fairbanks North Star Borough Salcha-Badger Road Area Plan (2019, 2020):** this plan won an award for best comprehensive plan.
  - Ms. Wade noted that there was a tremendous amount of community input regarding a specific area for recreation use, and that when the rezoning occurred to change the said area to outdoor recreation it actually protected the public recreational use for that property.
- **Northwest Arctic Borough:** what was initially a public safety goal in the comprehensive plan ultimately turned into an actual public safety strategic plan. A series of conversations with the State Troopers, the Village Public Safety Officer Program, local police, and behavioral health providers helped to develop a robust strategic plan.

## INFORMATIONAL MATERIALS

### COMMENTS OF THE AUDIENCE

Mayor Castner noted that Title 29 requires that municipalities go through this process with their comprehensive plans. He added that it's a tiered process, and that at some point the City needs to involve Robert Ruffner (Kenai Peninsula Borough Planning Director) to show that the City is working in conjunction with the Borough's comprehensive plan. Mayor Castner emphasized to the Committee Members that the language in the comprehensive plan should be first-person language, rather than third-person. He made it clear that the new comprehensive plan will affect taxation, density, zoning, safety and security, safe water, recreation, and public works. He added that it will not affect health, education or commercial promotion, noting that those aren't things that the City does. In terms of a survey, he suggested asking sample types of questions, in addition to asking the public what questions they want to see being asked on the survey. His closing thoughts were that moving forward, City legislation should include comprehensive plan citations, making the work of the Planning Commission much easier in the future.

### COMMENTS OF THE CITY STAFF

City Planner Foster noted that there was a front page article in the Homer newspaper last week regarding the comprehensive plan. He added that the event taking place at the Islands and Oceans



Visitor Center on the 28<sup>th</sup> is scheduled for seven days of public service announcements, three times a day on KBBI and also PRG which hosts several stations.

**COMMENTS OF THE TASK FORCE**

**ADJOURNMENT**

There being no further business to come before the Committee, Chair Carssow adjourned the meeting at 5:27 p.m. The next regular meeting is Friday, March 28, 2024 at 9:00 a.m. All meetings are scheduled to be held in the City Hall Cowles Council Chambers and via Zoom Webinar.

---

ZACH PETTIT, DEPUTY CITY CLERK I

Approved: \_\_\_\_\_



# City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## Planning

491 East Pioneer Avenue  
Homer, Alaska 99603

[Planning@ci.homer.ak.us](mailto:Planning@ci.homer.ak.us)

(p) 907-235-3106

(f) 907-235-3118

### Staff Report 24-014

TO: Homer Planning Commission  
FROM: Ryan Foster, AICP, City Planner  
DATE: April 3, 2024  
SUBJECT: Conditional Use Permit (CUP) 24-04

---

**Synopsis** The applicant requests a Conditional Use Permit (CUP) per HCC 21.16.030 (g), More than one building containing a permitted principal use on a lot and per HCC 21.16.40 (e) No lot shall contain more than 8,000 square feet of building area (all buildings combined), nor shall any lot contain building area in excess of 30 percent of the lot area, without an approved conditional use permit, at 1061 East End Road.

Applicant: Jason Weisser  
4063 Pennock Street  
Homer, AK 99603

Location: 1061 East End Road

Legal Description: T 06S R 13W SEC 17 SEWARD MERIDIAN HM 2023037 A A MATTOX 2023  
REPLAT LOT 14D

Parcel ID: 17705421

Size of Existing Lot: 2.33 acres

Zoning Designation: Residential Office District

Existing Land Use: Institutional

Surrounding Land Use: North: Institutional, Commercial, & Vacant  
South: Vacant, Commercial & Residential  
East: Commercial  
West: Residential & Vacant

Comprehensive Plan: Chapter 4, Goal 1, Objective A, C, and D

Wetland Status: KWF Wetlands Assessment Discharge Slope on the property.

Flood Plain Status: Not in a floodplain.

BCWPD: Not within the Bridge Creek Watershed Protection District

Utilities: Public utilities, water and sewer, do service the site.

Public Notice: Notice was sent to 34 property owners of 35 parcels as shown on the KPB tax assessor rolls.

**ANALYSIS:** The applicant proposes a daycare facility at 1061 East End Road.

The current use of 1061 East End Road is institutional and is owned by the Church on the Rock Homer. Existing Building #1 is 672 square feet of office space. Existing Building #2 is 4,904 square feet and is split between assembly and office space. The proposed use of a new building is an approximately 4,120 square foot daycare facility with fenced outdoor play areas.

**PARKING:** The applicant is required to provide 13 spaces (one space per 300 square feet of gross floor area, but not less than two). The thirteen parking spaces identified on the draft site plan meets the required number of spaces. Existing Building #1 and #2 each have existing dedicated parking.

**DENSITY:** The minimum lot size is 7,500 square feet. The lot size is approximately 101,494 square feet. The minimum lot size is met.



Proposed location of Daycare Facility with Building #2 in the background



Existing Buildings #1 and #2 on the 2.33-acre parcel

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

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

**Analysis:** The following uses may be permitted in the Residential Office District when authorized by conditional use permit issued in accordance with Chapter 21.71 HCC:

HCC 21.16.030 (g), More than one building containing a permitted principal use on a lot

HCC 21.16.40 (e) No lot shall contain more than 8,000 square feet of building area (all buildings combined), nor shall any lot contain building area in excess of 30 percent of the lot area, without an approved conditional use permit

**Finding 1:** The structures and uses are authorized by the applicable code.

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

HCC 21.16.010 Purpose. The Residential Office District is primarily intended for a mixture of low-density to medium-density residential uses and certain specified businesses and offices, which may include professional services, administrative services and personal services, but generally not including direct retail or wholesale transactions except for sales that are incidental to the provision of authorized services. A primary purpose of the district is to preserve and enhance the residential quality of the area while allowing certain services that typically have low traffic generation, similar scale and similar density. The district provides a transition zone between commercial and residential neighborhoods.

**Applicant:** Code allows for daycare facilities in Zone RO, so long as the outdoor play area is fenced.

**Analysis:** A daycare facility is a permitted outright use, provided, however, that outdoor play areas must be fenced. This use is compatible with the Residential Office Zoning District.

**Finding 2:** The proposed structures and uses are compatible with the purpose of the district.

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

**Applicant:** I believe that this development will have no change to surrounding property values. Due to the fact that most of the surrounding properties are currently developed and in use as commercial + institutional property.

**Analysis:** Many uses in the Residential Office district have either similar or greater negative impacts than a daycare facility. Other permitted uses such as parks and playgrounds, assisted living homes, or professional offices, would have a similar impact on nearby property values.

**Finding 3:** A daycare facility is not expected to negatively impact the adjoining properties greater than other permitted or conditional uses.

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

**Applicant:** The majority of surrounding properties are commercial and institutional and the proposed project will be the same.

**Analysis:** Existing uses of the surrounding land are currently institutional, commercial, & vacant to the north, commercial to the east, residential & vacant to the west, Vacant, Commercial & Residential to the south. An institutional use is in character with the surrounding mix of land uses.

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

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

**Applicant:** Public services are adequate for the proposed structure and its usage.

**Analysis:** City sewer and water services are already provided to the property.

**Finding 5:** Water, sewer, and fire services are adequate to serve the proposed daycare facility.

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

**Applicant:** The proposed building and its usage fit with the designed neighborhood character. The traffic flow will be aided by the use of two outlets to include East End Rd and Pennock St. This will disperse traffic evenly.

**Analysis:** A daycare facility should not create harmful effects on neighborhood character. There are two proposed access points to the daycare facility with sufficient parking.

**Finding 6:** The proposal will not cause undue harmful effect upon desirable neighborhood character.

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

**Applicant:** The proposed building and usage will be a positive to the City of Homer as daycare facilities are in high need.

**Analysis:** The proposal does not introduce a use or a scale that is not reasonably anticipated by the rules, regulations, and infrastructure developed to service such a proposal.

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

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

**Analysis:** The applicant is not requesting any exception to code. The project is able to comply with the applicable regulations and conditions when gaining a CUP and subsequent zoning permit for construction. KBP mapping identifies KWF Wetlands Assessment Discharge Slope located in the south and northeast of the property, the proposed daycare facility is not in the vicinity of the discharge slope.

**Finding 8:** The proposal will comply with applicable regulations and conditions specified in Title 21 when gaining the required permits.

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

**Applicant:** Blank

**Analysis:** Chapter 4, Objectives A, C, & D Goals of the Land Use Chapter of the Homer Comprehensive Plan are supported by this project:

This project supports Objective A pattern of growth and density, with moderate density on a lot zoned Residential Office. The project consists of a daycare facility, aligning with neighboring commercial, institutional, and commercial properties and contributing to a quality neighborhood. This project discourages sprawl with additional infill on a 2.33-acre lot at the scale and density of the Residential Office zoning district and fits the moderate-density character planned just outside the city core. There is a strong demand for childcare in the Homer region.

**Finding 9:** The proposal is not contrary to the applicable land use goals and objectives of the Comprehensive Plan. The proposal aligns with Chapter 4, Goal 1, Objectives A, C, and D and no evidence has been found that it is contrary to the applicable land use goals and objectives of the Comprehensive Plan.

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

**Analysis:** Chapter 3, Outdoor Lighting is applicable to the Residential Office District.

**Condition 1:** Outdoor lighting must be down lit per HCC 21.59.030 and the CDM.

**Finding 10:** Project will comply with the applicable provisions of the CDM.

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

- 1. Special yards and spaces:** Outdoor play area.
- 2. Fences and walls: Condition 2:** Outdoor play area must be fenced per HCC 21.16.20 (u)
- 3. Surfacing of parking areas:** No specific conditions deemed necessary.
- 4. Street and road dedications and improvements:** No specific conditions deemed necessary.
- 5. Control of points of vehicular ingress and egress:** No specific conditions deemed necessary.
- 6. Special provisions on signs:** No specific conditions deemed necessary.
- 7. Landscaping:** No specific conditions deemed necessary.
- 8. Maintenance of the grounds, building, or structures:** No specific conditions deemed necessary.
- 9. Control of noise, vibration, odors or other similar nuisances:** No specific conditions deemed necessary.
- 10. Limitation of time for certain activities:** No specific conditions deemed necessary.



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

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

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

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

**PUBLIC WORKS COMMENTS:** None

**PUBLIC COMMENTS:** None

**STAFF COMMENTS/RECOMMENDATIONS:**

Planning Commission approve CUP 24-04, **Staff Report 24-014** with findings 1-10 and the following conditions.

**Condition 1:** Outdoor lighting must be down lit per HCC 21.59.030 and the CDM.

**Condition 2:** Outdoor play areas must be fenced per HCC 21.16.20 (u)

**Attachments**

Application with Site Plan and Elevation Drawing  
Fenced outdoor play areas site plan  
Compliance Review of Homer Comprehensive Plan  
Public Notice and Map



# City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## Planning

491 East Pioneer Avenue  
Homer, Alaska 99603

[Planning@ci.homer.ak.us](mailto:Planning@ci.homer.ak.us)

(p) 907-235-3106

(f) 907-235-3118

### Staff Report PL 24-015

TO: HOMER PLANNING COMMISSION  
THOROUGH: RYAN FOSTER, AICP, CITY PLANNER  
FROM: JULIE ENGBRETSSEN, ECONOMIC DEVELOPMENT MANAGER  
DATE: APRIL 3, 2024  
SUBJECT: TRANSPORTATION PLAN

---

### Introduction

At the March 6, 2024 Regular Meeting, the Commission agreed by consensus that they would review the plan draft individually and submit recommendations, concerns or comments to staff for review and discussion at the April 3, 2024 regular meeting and worksession and then conduct the Public Hearing on May 1, 2024.

### Commissioner Comments

Attached are the comments received by March 27 for review and further discussion, and selection to forward to the City Council. The following comment is based on a suggestion from the last Planning Commission meeting:

- P4S Priorities for walking and biking
  - Connections into Homer from outlying areas (the Diamond Creek Underpass is an example of this type of connection).

### Next Steps

After the Commission has reviewed the Plan, the Commission will hold a public hearing and make a recommendation to the City Council. Council passes an ordinance adopting the plan, and then the plan is approved/adopted by the Kenai Peninsula Borough Planning Commission, and finally the Assembly.

Please give some thought as to how many meetings the Commission would like to spend on the Plan. Would a public hearing on May 1 be a reasonable goal?

\*If you find typos or unclear sentences, please email or contact staff directly. Meeting time is best used for Commission discussion and comments.

**Recommendation:**

Prepare comments that the Planning Commission would like to present for consideration at an anticipated May 1, 2024 public hearing on the Draft Transportation Plan.

**Attachments**

Comments received by Commissioners by March 27, 2024

My Priority	Policy/Project	Objective	Comments
1 Truck Network		1B	The most important item I think
2 E-Bike Legislation		1B	We could benefit with some clarity but may be difficult to enforce
2 Transfer of Responsibility of State Roads		3D	I'd love to see clear winter sidewalks but budgeting could be difficult
2 Ownership of State Roads		3D	I'd love to see clear winter sidewalks but budgeting could be difficult
2 Update Nonmotorized Facility Design Standards		2A,	Uniform standard for new development makes sense for maintenance
2 Update Nonmotorized Facility Design Standards		2B	Integrating with existing Infrastructure may present challenges
2 Update Nonmotorized Facility Design Standards		3F	Integrating with existing Infrastructure may present challenges
2 Traffic Calming		1B	Seems obvious
2 Pioneer Ave as an Extension of the HAP Loop		1A	Improving pedestrian and bicycle safety or even prioritizing it. Dovetails with Traffic calming
2 Pioneer Ave as an Extension of the HAP Loop		3G	Improving pedestrian and bicycle safety or even prioritizing it. Dovetails with Traffic calming
2 Kachemak Drive Reconnaissance Engineering Study		1A	It would be good to know the possibilities
2 Kachemak Drive Reconnaissance Engineering Study		1B	It would be good to know the possibilities
3 Bicycle Parking		2B	No strong opinion or objections
3 Maintenance Standards		3E	No strong opinion or objections
3 Complete Streets/All Ages and Abilities Policy		3G	No strong opinion or objections
3 Transit Options		4A	No strong opinion or objections
3 Bicycle Safety Campaign		1C	No strong opinion or objections
3 Parking Study		2D	No strong opinion or objections
3 Improve Drop Off/Pick up at Schools		1A	No strong opinion or objections
3 Improve Drop Off/Pick up at Schools		2A,	No strong opinion or objections
3 Improve Drop Off/Pick up at Schools		2B	No strong opinion or objections
3 Neighborhood Connectivity to Schools		2A,	No strong opinion or objections
3 Neighborhood Connectivity to Schools		2B	No strong opinion or objections
3 Neighborhood Connectivity to Schools		2B	No strong opinion or objections
3 Neighborhood Connectivity to Schools		2B	No strong opinion or objections
3 Neighborhood Connectivity to Schools		3A	No strong opinion or objections
3 Neighborhood Connectivity to Schools		3B	No strong opinion or objections
3 Pioneer Ave as an Extension of the HAP Loop		2A,	No strong opinion or objections
3 Pioneer Ave as an Extension of the HAP Loop		2B	No strong opinion or objections
3 Old Town Connections as an Extension of the HAP Loop		2A,	No strong opinion or objections
3 Old Town Connections as an Extension of the HAP Loop		2B	No strong opinion or objections
3 Regularly Update Existing Trail Maps		2A,	No strong opinion or objections
3 Regularly Update Existing Trail Maps		2B	No strong opinion or objections
3 Regularly Update Existing Trail Maps		3A	No strong opinion or objections
3 Regularly Update Existing Trail Maps		3B	No strong opinion or objections
3 Identify Additional Priorities for Walking & Biking Infrastructure		3A	No strong opinion or objections
3 Complete East West Connections		2C	No strong opinion or objections

**COH Transportation Plan**  
**Final Draft**  
**3/4/24**

Comments by Charles Barnwell  
City of Homer (COH) Planning Commission commissioner

**General Comments:**

I think this Plan is vastly improved from the previous version the Planning Commission reviewed, for these reasons:

- Organization of the plan is logical, and coupled with good writing and layout, makes for a Plan that is understandable to layperson and professionals.
- The layout of the plan, including sectional divisions, graphics, are very well done, and make for easier reading
- The maps are clear, simple, and effective;
- The Goals and Objectives section is very well organized, nicely presented for readability; and goals and objectives are well phrased. Overall, very well written.
- The goals and objectives fit the currently expressed needs of Homer at this time, addressing such issues as non-motorized transportation, truck routes, pedestrian safety, ADA needs, and more. I think the Complete Streets approach is a nice addition to the Plan addressing the strong connection between land use and transportation.
- Policy and analysis-wise, I think the Plan “hits the nail on the head” especially with regard to pedestrian/non-motorized routing and safety. I think the Plan presents some innovative approaches, such as Complete Streets.
- Truck routing and heavy vehicle routing is addressed, but perhaps lacking a bit in analysis. This is difficult as there aren’t a lot of options in moving large vehicles East-West through core City. But, somehow for a 20 year timeframe, some real options or solutions should be presented now, along with analysis of the pros and cons of these options.
- I like the mention of electric vehicle charging stations. I personally have an EV, and believe Homer should be forward looking in establishing charging infrastructure.

**Specific Comments:**

p.6

Figure 3:

Comment: This map makes clear that the core City of Homer is a walking town. It is interesting to see the high density of biking routes appear on Westhill Road, despite no bike lane on that road; and on Ocean Drive near the intersection with FAA Road.

p.10

TABLE 3. ADOT&PF Routes and non-motorized infrastructure.

Comment: it is striking that out of the 14 roads listed, 10 of these have no non-motorized infrastructure.

Figure 6. This map makes clear that although there are sidewalks and separated pathways on the core city area State routes, there are no non-motorized pathways leading up to the higher ground of Homer, or in other words nothing up West Hill, East Hill, or Skyline (realizing that this route isn't in COH boundaries).

p.12.

Figure 8. Showing traffic volumes.

Comment: it is striking that Ocean Drive has the 2<sup>nd</sup> highest volume (9,000) of COH area routes (next to connecting Sterling Hwy at 9,300). Further evidence of the congestion in the Ocean Dr area to Homer Spit Road.

p.13

Electric vehicle charging infrastructure may be needed. I would note that "may" should be changed to "will." Currently, thanks to some progressive community members, there are 3 places to charge in Homer: AJ's Restaurant, The Art Shop Gallery, and Homer Electric Association. The latter 2 stations are low kWhr charging stations (<7 kWhr). With the increase in EV's and electric bikes as well, it would be good, especially with a 20 year Plan timeframe, to plan a good charging infrastructure.

p.17

Truck Routing;

The 2 proposed route options are both problematic in terms of pedestrian safety; realizing that we don't have many options. The Kachemak Drive option is especially problematic, as it has no designated pedestrian sidewalk or corridor. Truck traffic would only exacerbate this problem. Kachemak Drive also has significant boat transport with large vehicles. Making this a truck route would require substantial improvements.

p.20

Transit:

This page contains a good summary of current transit options in Homer.

I think what is missing is mention of an option of providing a shuttle to the Harbor area from the city core area. This would relieve parking on the Spit.

p.28

Complete Streets:

A great addition to the Transp Plan. I think the approach applies to Homer. I would like to see (not necessarily in this Plan), a GIS type map showing different zones in Homer corresponding to the Complete Streets categories (improvements depending on land use context).

p.33

Goal 2 in particular fits with Complete Streets, and is very appropriate to Homer—a workable approach for this community.

p.34

Goal 4 is an excellent forward looking goal for Homer, in expanding transportation options for both residents and visitors. A public transit system is needed, and particularly in the summer from city core to the Spit. East End Road transit would serve the expanding population in east Homer commuting or traveling to the city core.

p.37

Objective 1B: An excellently phrased objective. Emphasizing the need for safe use of right of way, and considering vehicle types, mode of transport.

Objective 2B: Again, well phrased language recommending bicycle parking, and city ordinance for parking at buildings.

Objective 3D: Needed language speaking to the necessity of COH and ADOTPF cooperation and joint planning for roads in the COH (and broader) area.

p.40

Objective 3G:

I fully agree with development of a Complete Streets policy for Homer. As mentioned above, a GIS mapping of Complete Streets “zones” based on land use would help guide the policy.

p.41

Objective 2D: Well phrased language advocating for planning of parking and transit . These two aspects should be coupled as stated, and are really needed for connection of Spit to core city, and East Homer to city core. Centralized parking lots are a great idea and the time has come for these to be planned for in Homer before land is not available for these.

p.42

Objective 1A, 2A, 2B

I like the idea of identifying conflict points of pedestrians and traffic, and improving safety at these connections. An example is Ocean Drive where many conflict points exist, and some potential ones, such as the proposed Doyon Hotel.

p.44

Objective 1A and 1B:

This is a great objective, again well phrased, that speaks to the need to figure out what to do with Kachemak Drive and pedestrian corridor, safety and non-motorized transportation.

This important road, a key connector between core city and eastern Homer, poses a real safety threat to walkers, bikers, and other non motorized transportation along it.

### Survey Results

I think this section succinctly presents results of the Kinney survey. The maps are well chosen, simple, and present clearly the various transportation needs in Homer.



To: Julie Engebretsen  
From: Scott Smith  
What: Draft Transportation Plan Review

(My personal) Transportation Goals:

1. **Connectivity** (Responding to public request)
  - a. Non-motorized transportation systems
    - i. Trails
    - ii. Sidewalks (did the ordinance about sidewalks fail?)
    - iii. Walkways
  - b. Pedestrian safety
    - i. Signage: hazard warning, wayfinding
    - ii. Crosswalks
    - iii. Teaching/Training Campaign (communicate road rules/standards via posters/fliers/schools/charters/etc in strategic areas)
  - c. New "roads"
    - i. East-west connector between west side and high school
    - ii. Other?
2. **Long-term Traffic/Road Development/Management:**
  - a. Develop (quality and access) Pioneer Rd, Main Street, Old Town, Ocean Dr (and other) areas for residential and tourist access and enjoyment.
    - i. Motorized
      1. Access
      2. Parking
  - b. Identify/Construct Truck Route
  - c. Resolve traffic choke areas (i.e., Farmers Market)
  - d. Systems of maintenance, etc.
3. **Develop Marine/Private/Industrial/Commercial Transportation Structures:**
  - a. Identify/Be one step ahead of need/growth
  - b. Make sure TP coordinates with Spit Plan and EEMU services

Comments on Policies - pp 36-40 (I'll use a 1-5 priority ranking. 1 being highest.)

**Truck Network (Priority 1A): (1B is listed below with comments)**

- Absolutely essential to meet desires of public about providing:
  - Attractive, safe resident and tourist areas for
    - Shopping (Art, medical, schools, etc.)
    - Restaurants
    - General services (Banking, food and beverage, phone, etc)
  - Reduce congestion at Lake Street/Pioneer intersection
  - Provide alternate route from East End to Spit
  - Provide route from EEMU services to Spit without going through residential areas
  - Provides NMT link from East End to Spit
- Challenges:
  - \$\$\$ - did I mention \$\$\$?
  - Land Use hurdles

**E-Bike Legislation (Priority 3, 5)**

- Legislation (3) is “easy/inexpensive” and probably wise
- Tangible investment (5) at this stage should only be in the form of what also accomplishes the greater connectivity needs. E-bikes are a small percentage of vehicular pressure and not be given too much special consideration at this time. If they are considered a motorized vehicle, treat them like motorcycles.
- I’m not a fan of E-everything until real studies are done regarding long-term disposal impact of batteries. They pose a true threat to eco-systems.

**Bicycle Parking (Priority 5)**

An Ordinance specifying bicycle parking for new and existing structures? Vehicle parking is tough enough. I would guess that most business owners in Homer would be very pro-bike. However, to mandate bicycle parking areas for each structure might get quite the backlash. Maybe an idea is to consider having covered bicycle “sheds” in strategic locations (KPCC, Ulmer’s, Farmers Market, Old Town area, parking lot across from Lighthouse Village, across from Mariner Memorial). I’m not convinced that Homer should aim for a Sitka-like standard. We have too much more vehicular volume for that to be reasonable.

**Transfer of Responsibility Agreements (Priority 1)**

Homer needs the ability to manage all roads (maybe not the highway) within its jurisdiction. Management (plowing, filling pot holes, etc.) should be differentiated from costs associated with paving, curbing, etc.

**Ownership of State Roads (Priority 1)**

Same as above.

**Maintenance Standards (Priority 2)**

Same as above. Maybe a program advocating some personal responsibility by the public can be encouraged? Borrow standards from Homer’s Sister City in Japan.

**Update Non-Motorized Facility Design Standards (Priority 1)**

I like the way this is presented in the Draft Plan, with the exception of having too much focus on a public transportation network.

**Complete Streets/ All Ages and Abilities Policy (Priority 1)**

At a policy level, this is great discussion to have and a goal to eventually reach. Do this in stages and it can be done well.

**Transit Options (Priority 5)**

Public Transportation in Homer? There is need, but funded by the City? Nah. Other solutions should be implemented.

**Traffic Calming (Priority 2)**

This will take a lot of work to distinguish the various needs and applications of calming. It needs to happen, but my guess is that professional evaluations of our streets, etc., will need to happen first. Identify priority areas and work to meet those needs.

## **Comments on Projects:**

### **Bicycle Safety Campaign (Priority 4)**

Can a partnership with the Fire and Police Departments be created to do this? What percentage of kids ride bikes? Scale priority and effort to that scale.

### **Parking Study (Priority 1)**

This is, perhaps, the Cities most felt need. Parking must be increased ASAP.

Code will need to be addressed to avoid another Safeway disaster.

### **HAP Loop Projects (Priority 1)**

#### **Kachemak Drive Reconnaissance Study (Priority 1B)**

The evaluation and location of a possible Truck Route should be processed in conjunction with this project. Determining a truck Route will determine how K Bay Drive could be developed. Maybe some places (residential sections) would be developed to different standards if an optional Truck Route is identified.

### **Updating Trail Maps (Priority 4)**

Most people are accustomed to using the internet to gain information. If a map is created online, and updated as necessary, and then is advertised via proper means (Wayfinding, Chamber of Commerce, Charter Offices, Museum, etc.), most people will get used to this option pretty quickly. Not a lot of money is needed for this.

### **Walking and Biking Infrastructure (This could be combined under the HAP umbrella effort)**

#### **Complete East-West Connections (Priority ... .. 3)**

Yes and no. If they are already proposed and passed after going through Public Process, yes. If this involves options besides what is listed above, no.

**PLANNING COMMISSION  
2024 Calendar**

	<b>AGENDA ITEM DEADLINES</b>	<b>MEETING DATE</b>	<b>COMMISSIONER SCHEDULED TO REPORT</b>	<b>CITY COUNCIL MEETING FOR REPORT*</b>	<b>ANNUAL TOPICS FOR AGENDA AND EVENTS PLANNED</b>
<b>JANUARY</b>	12/13/23 Public Hearing Items 12/15/23 Preliminary Plat Submittals 12/22/23 Regular Agenda Items	01/03/24		Monday, 01/08/24 6:00 p.m.	•
	12/27/23 Public Hearing Items 12/29/23 Prelim Plat Items 01/05/24 Regular Agenda Items	01/17/24		Monday 01/22/24 6:00 p.m.	•
<b>FEBRUARY</b>	01/17/24 Public Hearing Items 01/19/24 Prelim Plat Items 01/26/24 Regular Agenda Items	02/07/24		Monday 02/12/24 6:00 p.m.	• NFIP Staff Training • This meeting was canceled.
	01/31/24 Public Hearing Items 02/02/24 Prelim Plat items 02/09/24 Regular Agenda Items	02/21/24		Monday 02/26/24 6:00 p.m.	• Short Term Rental Ordinance
<b>MARCH</b>	02/14/24 Public Hearing Items 02/16/24 Prelim Plat Items 02/23/24 Regular Agenda Items	03/06/24		Monday 03/11/24 6:00 p.m.	• Transportation Plan
	02/28/24 Public Hearing Items 03/01/24 Prelim Plat Items 03/08/24 Regular Agenda Items	03/20/24		Tuesday 03/26/24 6:00 p.m.	
<b>APRIL</b>	03/13/24 Public Hearing Items 03/15/24 Prelim Plat Items 03/22/24 Regular Agenda Items	04/03/24		Monday 04/08/24 6:00 p.m.	Draft Transportation Plan Review
	03/27/24 Public Hearing Items 03/29/24 Prelim Plat Items 04/05/24 Regular Agenda Items	04/17/24		Monday 04/22/24 6:00 p.m.	• APA National Planning Conference
<b>MAY</b>	04/10/24 Public Hearing Items 04/12/24 Prelim Plat Items 04/19/24 Regular Agenda Items	05/01/24		Monday 05/13/24 6:00 p.m.	• Public Hearing on Draft Transportation Plan
	04/24/24 Public Hearing Items 04/26/24 Prelim Plat Items 05/03/24 Regular Agenda Items	05/15/24		Tuesday 05/28/24 6:00 p.m.	•
<b>JUNE</b>	05/15/24 Public Hearing Items 05/17/24 Prelim Plat Items 05/24/24 Regular Agenda Items	06/05/24		Monday 06/10/24 6:00 p.m.	• Reappointment Applications will be sent out by the Clerk
	05/29/24 Public Hearing Items 05/31/24 Prelim Plat Items 06/07/24 Regular Agenda Items	06/19/24		Monday 06/24/24 00 p.m.	

<b>JULY</b>	06/26/24 Public Hearing Items 06/28/24 Prelim Plat Items 07/05/24 Regular Agenda Items	07/17/24		Monday 07/22/24 6:00 p.m.	<ul style="list-style-type: none"> <li>• Reappointment Application Due to the Clerk</li> </ul>
<b>AUGUST</b>	07/17/24 Public Hearing Items 07/19/24 Prelim Plat Items 07/26/24 Regular Agenda Items	08/07/24		Monday 08/12/24 6:00 p.m.	<ul style="list-style-type: none"> <li>• Election of Officers</li> <li>• Worksession: Training with City Clerk</li> <li>• Capital Improvement Plan Presentation by Jenny Carroll</li> </ul>
	07/31/24 Public Hearing Items 08/02/24 Prelim Plat Items 08/09/24 Regular Agenda Items	08/21/24		Monday 08/26/24 6:00 p.m.	
<b>SEPTEMBER</b>	08/14/24 Public Hearing Items 08/16/24 Prelim Plat Items 08/23/24 Regular Agenda Items	09/04/24		Monday 09/09/24 6:00 p.m.	
	Agenda Items are determined by Council and are usually topics requested by the Commission during the previous years.	09/16/24		Monday TBD	Joint Worksession with City Council
	08/28/24 Public Hearing Items 08/30/24 Prelim Plat Items 09/06/24 Regular Agenda Items	09/18/24		Monday 09/23/24 6:00 p.m.	
<b>OCTOBER</b>	09/11/24 Public Hearing Items 09/13/24 Prelim Plat Items 09/20/24 Regular Agenda Items	10/02/24		Monday 10/14/24 6:00 p.m.	
	09/25/24 Public Hearing Items 09/27/24 Prelim Plat Items 10/04/24 Regular Agenda Items	10/16/24		Monday 10/28/24 6:00 p.m.	<ul style="list-style-type: none"> <li>• Annual Meeting Schedule for 2025</li> </ul>
<b>NOVEMBER</b>	10/16/24 Public Hearing Items 10/18/24 Prelim Plat Items 10/25/24 Regular Agenda Items	11/06/24		Tuesday 11/12/24 6:00 p.m. or Monday 11/25/24 6:00 p.m.	
<b>DECEMBER</b>	11/13/24 Public Hearing Items 11/15/24 Prelim Plat Items 11/20/24 Regular Agenda Items	12/04/24		No Meetings for Council in December	

\*The Commission's opportunity to give their report to City Council is scheduled for the Council's regular meeting following the Commission's regular meeting, under Agenda Item 8 – Announcements/ Presentations/ Borough Report/Commission Reports. Reports are the Commission's opportunity to give Council a brief update on their work. Attend via Zoom or in Person.



# City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

Office of the City Manager

491 East Pioneer Avenue  
Homer, Alaska 99603

[citymanager@cityofhomer-ak.gov](mailto:citymanager@cityofhomer-ak.gov)

(p) 907-235-8121 x2222

(f) 907-235-3148

## Memorandum

TO: Mayor Castner and Homer City Council  
FROM: Melissa Jacobsen, Acting City Manager  
DATE: March 20, 2024  
SUBJECT: City Manager's Report for March 26, 2024 Council Meeting

---

### Beluga Slough

A few citizens have recently shared their concern about flooding at the Beluga Slough. Apparently a sediment dam has built up at the mouth of the Slough causing it to stay flooded following a recent high tide. The flooded area is a common spot for migrating birds and nesting Sandhill Cranes, and there is a perceived risk that the flooding will push the cranes closer to the pedestrian areas and put pressure on the cranes and their colts. The ownership of the Slough is made up of private and public entities, including the City of Homer, as shown on the attached map. There are ongoing exchanges about historical excavation in the slough, possible solutions versus leaving it as is, and caution regarding altering the outlet of Beluga Slough. If any work were to be done to address the flooding, an Army Corp's of Engineers permit would be required. We'll continue to monitor the conversations and provide information to Council as it becomes available.

### Tsunami Warning System Testing

NOAA National Weather Service and the National Tsunami Warning Center, the Alaska Division of Homeland Security and Emergency Management, and the Alaska Broadcasters Association will be conducting a test of the tsunami warning system on Wednesday, March 27<sup>th</sup> at approximately 10:20 a.m. in the coastal areas of Southern Alaska, including the Kenai Peninsula. The emergency message will be broadcast on NOAA Weather Radio All Hazards, local television and radio stations. The press release for this exercise reads that some communities may hear warning sirens, and the Kenai Peninsula Borough Office of Emergency Management has advised that the KPB sirens will not be part of this upcoming test. The KPB sirens remain on their normal testing cycle scheduled for the first Wednesday of each month at 1:00 p.m.

### City of Homer Audit Information

Finance Director Fischer reached out to BDO on the 19<sup>th</sup> for an update on the FY22 Audit and was advised by Assurance Partner Bikky Schrethra that at this point we will have the final draft of the financial statements for the March 26<sup>th</sup> meeting and he is scheduled to attend and give a report at Committee of the Whole and at the Regular meeting. We don't have the documents in hand as of the preparation of this report, but expect a digital copy in time for the meeting. Looking forward to the FY23 Audit, the Finance Department is working closely with Porter and Allison in completing the financial statements for FY23 in preparation for engagement with BDO in April.

## **City Planning**

There have been comments recently regarding the Planning Department and processing of zoning permits for the public. City Planner Foster prepared a memo that's attached to this report that provides an overview of zoning permit status to date and information about the permit process. I hope this information is helpful.

## **Attachments:**

- March Anniversaries
- Beluga Slough Property Ownership
- NOAA Tsunami Warning System Test Notice
- Memo re: Zoning Permit Status
- Homer Harbor Expansion Study Monthly Written Update



# City of Homer

[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## Office of the City Manager

491 East Pioneer Avenue  
Homer, Alaska 99603

[citymanager@cityofhomer-ak.gov](mailto:citymanager@cityofhomer-ak.gov)

(p) 907-235-8121 x2222

(f) 907-235-3148

## Memorandum

TO: MAYOR CASTNER AND CITY COUNCIL  
FROM: Andrea Browning  
DATE: March 26, 2024  
SUBJECT: March Employee Anniversaries

---

I would like to take the time to thank the following employees for the dedication, commitment and service they have provided the City and taxpayers of Homer over the years.

<b>Matt Clarke</b>	<b>Port</b>	<b>23</b>	<b>Years</b>
<b>Elton Anderson</b>	<b>Port</b>	<b>18</b>	<b>Years</b>
<b>Renee Krause</b>	<b>Clerks</b>	<b>17</b>	<b>Years</b>
<b>Mike Parish</b>	<b>Public Works</b>	<b>10</b>	<b>Years</b>
<b>Angie Kalugin</b>	<b>Finance</b>	<b>9</b>	<b>Years</b>
<b>Elizabeth Fischer</b>	<b>Finance</b>	<b>7</b>	<b>Years</b>
<b>Kurt Read</b>	<b>Port</b>	<b>7</b>	<b>Years</b>
<b>Matt Smith</b>	<b>Library</b>	<b>6</b>	<b>Years</b>
<b>Matt Steffy</b>	<b>Planning</b>	<b>6</b>	<b>Years</b>
<b>Amber Baldus</b>	<b>Fire</b>	<b>2</b>	<b>Years</b>
<b>Bill Jirsa</b>	<b>IT</b>	<b>1</b>	<b>Year</b>
<b>Michael de la Torre</b>	<b>Police</b>	<b>1</b>	<b>Year</b>
<b>Kane Graham</b>	<b>Police</b>	<b>1</b>	<b>Year</b>





Legend

Transportation

Mileposts



Roads

- 2
- 3
- 4
- 7
- 9
- 30
- 83
- 11

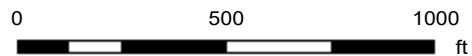
Parcels and PLSS

Tax Parcels



9" Imagery

- Red: Red
- Green: Green
- Blue: Blue
  
- Red: Red
- Green: Green
- Blue: Blue
  
- Red: Red
- Green: Green
- Blue: Blue



NOTE: Every reasonable effort has been made to ensure the accuracy of these data. However, by accepting this material, you agree that the data are provided without warranty of any kind, either expressed or implied, including but not limited to time, money or goodwill arising from the use of these data. Kenai Peninsula Borough assumes no liability of any kind arising from the use of this data. The data are provided without warranty of any kind, either expressed or implied, including but not limited to time, money or goodwill arising from the use of these data. In using these data, you further agree to indemnify, defend, and hold harmless Kenai Peninsula Borough for any and all liability of any nature arising from the lack of accuracy or correction of the data, or use of the data.



Contact: Aviva Braun  
907-266-5117

**FOR IMMEDIATE RELEASE**  
March 20, 2024

### **Officials to Test Tsunami Warning System in Alaska**

NOAA's National Weather Service and the National Tsunami Warning Center, the Alaska Division of Homeland Security and Emergency Management, and the Alaska Broadcasters Association will conduct a test of the tsunami warning communications system on Wednesday, March 27, at approximately 10:20 a.m. Alaska Daylight Time in coastal areas of southern Alaska. Coastal communities from Southeast Alaska, the Gulf of Alaska, Kenai Peninsula, Kodiak Island, to the Aleutian and Pribilof Islands will participate in the test.

The emergency test message will be broadcast on NOAA Weather Radio All Hazards, local television and radio stations. Residents in some communities may hear warning sirens. Some television systems are programmed to scroll a standard emergency alert text message, and, in some cases, the message may not contain the word "TEST." An audio message will state that the message is only a test, but if the audio is unheard, viewers may not realize the message is only a test.

To avoid confusion with an actual alert, the test will be canceled if there is excessive seismic activity or an ongoing tsunami event within 24 hours prior to the test.

The test is scheduled as part of Alaska's Tsunami Preparedness Week (March 24-30, 2024), and on the 60th anniversary of the [Great Alaska Earthquake and Tsunami of 1964](#), which killed over 120 people in Alaska, Oregon, and California.

Tsunami Preparedness Week in Alaska promotes tsunami safety and awareness, and officials urge coastal residents and visitors to prepare themselves and their families for a tsunami. For current tsunami warnings, advisories, and watches, as well as tsunami preparedness and educational materials, please visit [tsunami.gov](https://tsunami.gov).

Test organizers ask coastal Alaskans to provide feedback after the test at [ready.alaska.gov](https://ready.alaska.gov).

On the Web:

NOAA's National Tsunami Warning Center: [tsunami.gov](https://tsunami.gov)

Alaska Division of Homeland Security and Emergency Management: [ready.alaska.gov](https://ready.alaska.gov)

Alaska Broadcasters Association: [alaskabroadcasters.org](https://alaskabroadcasters.org)

###



# MEMORANDUM

---

## Zoning Permits Status

**Item Type:** Action Memorandum  
**Prepared For:** Mayor Castner and Homer City Council  
**Date:** March 26, 2024  
**From:** Ryan Foster, AICP, City Planner  
**Through:** Melissa Jacobsen, Acting City Manager

---

The purpose of this memorandum is to provide an update on the status of zoning permit processing in the Planning Division. The Planning Division issues zoning permits, in-lieu of building permits, to ensure new construction projects adhere to Homer City Code and to maintain overall public safety associated with new development. Reviewing zoning permit applications is a key task of the Associate Planner position, which was vacant from August 25, 2023 to January 8, 2024. Ed Gross, the new Associate Planner, has made great strides in getting trained on the zoning permit application review process, reviewing new permit applications, and addressing any backlog regarding outstanding permit applications. Here is the current status of zoning permit applications since January 2024:

- 12 zoning permits have been issued from January 8<sup>th</sup> to March 20<sup>th</sup>
- 14 zoning permits are under review and awaiting additional information from applicants
- 1 zoning permit is currently under review
- 2 permits have been closed with provided as-builts

A typical zoning permit review process takes approximately 10 business days, this time is necessary to ensure applications are complete (a high volume are incomplete at time of submission), review times associated with high permit volume during the prime construction season (spring & summer), and for internal review with other relevant City Departments, especially with the Public Works Department regarding driveway permits, sewer & water permits, drainage, steep slopes, and any potential impacts to the right-of-way associated with new development. City staff meets every Monday morning to discuss and coordinate review of development projects, including zoning permit applications. The processing of zoning permits is an ongoing process (as permits are issued, new permit applications are submitted), at this time the zoning permit application review process is up to date.

### RECOMMENDATION:

Staff recommends to continue improving the SmartGov program for online processing of zoning permit applications and schedule a time to meet with local builders to discuss their experience with the zoning permit and construction process to see if any further improvements can be made.



# MEMORANDUM

---

## Homer Harbor Expansion Study Monthly Written Update

**Item Type:** Informational Memorandum  
**Prepared For:** Mayor and City Council  
**Date:** March 26, 2024  
**From:** Jenny Carroll, Special Projects and Communications Coordinator  
**Through:** Melissa Jacobsen, Acting City Manager and Bryan Hawkins, Port Director

---

**Purpose:** This memorandum provides the Homer Harbor Expansion Study monthly written update to Homer City Council per Resolution 23-037.

On March 11, the Fiscal Year 2025 Presidential proposed budget was released and it includes federal continuation funding for the Homer Harbor Navigational Improvements General Investigation in the amount requested by the USACE for FY25: \$800,000. Though confirmation of the funding is contingent upon approval from Congress during the budgetary process, this is very positive news, the announcement underscores the USACE's commitment to advancing the General Investigation, as well as the support of the Alaska Congressional Delegation.

Congress also recently adopted the Consolidated Appropriations Act 2024, which included some discretionary funds for the USACE. The USACE has a short time frame to finalize their FY24 Work Plan accordingly. The City has not been informed of inclusion on the FY24 workplan; Kevin Swanson of Senator Murkowski's office reported that they have not heard definitively from USACE that there will be FY24 workplan funds available for Homer, but their office has advocated for Homer at the highest levels.

### **The U.S. Army Corps of Engineers (USACE) Project Development Team (PDT)**

Continuing study activities:

- Approval of work-in-kind related to the geophysical investigation activities is pending in the Pacific Ocean Division.
- A two-day Ecological Modeling Workshop for environmental specialists is being organized.
- Homer Small Boat Harbor Vessel Economic Survey is routing through the US Office of Management and Budget for approval.
- Permit applications are out to proceed with geotechnical investigations.
- Preparing to conduct environmental fieldwork in summer 2024 utilizing FY23 funds. This, coupled with completion of the geotechnical survey and core sampling plan will allow the USACE to move forward with design work when study activities resume in full.

### **HDR – Owner Representative:**

- Provides communications support on an as-needed basis.

- Prepared to issue geotechnical contract pending USACE approval of the Work In Kind and City of Homer approval.

**City of Homer staff:**

- Attended monthly USACE Project Development Team meeting and weekly meeting with HDR.
- Provided a Major Milestone tentative schedule in the February 2024 HHE monthly written update as requested by City Council.
- Assisted USACE with Ecological Modeling Workshop logistics.
- Prepared and issued Press Release (attached) after Federal FY25 Budget announcement.
- Prepared and sent HHE General Investigation update to Federal Delegation offices, Representative Vance and Senator Stevens, members of the State House and Senate Finance Committees, Governor Dunleavy and his Kenai Peninsula liaison Jill Schaefer, Shareen Crosby, the State's Infrastructure Investment Coordinator and Lacey Sanders, State Office of Management & Budget.
- Communications Coordinator Carroll disseminated information to City Council and Port & Harbor Advisory Commissioners about opportunities to testify before the House Finance Committee. Port Director Hawkins testified at the House Finance Committee on March 13 and read the City's legislative priorities into the record.
- Met with City Council HHE Champions Hansen and Lord on March 20.
- Ongoing Communications/outreach: Information and updates about the study are being disseminated through the Homer Harbor Expansion website, the City's monthly newsletter, the City of Homer Facebook and Instagram pages and through HHE email subscriber list as needed.

**RECOMMENDATION:**

Informational Only.

# 2024 Meeting Dates & Submittal Deadlines

## Homer Planning Commission

*Meeting dates are bolded and submittal deadlines are underneath*

### **January 3, 2024**

- December 13 for Public Hearing Items
- December 15 for Preliminary Plat Submittal
- December 22 for Regular Agenda Items

### **January 17, 2024**

- December 27 for Public Hearing Items
- December 29 for Preliminary Plat Submittal
- January 5 for Regular Agenda Items

### **January 31, 2024**

- January 10 for Public Hearing Items
- January 12 for Preliminary Plat Submittal
- January 19 for Regular Agenda Items

### **February 7, 2024**

- January 17 for Public Hearing Items
- January 19 for Preliminary Plat Submittal
- January 26 for Regular Agenda Items

### **February 21, 2024**

- January 31 for Public Hearing Items
- February 2 for Preliminary Plat Submittal
- February 9 for Regular Agenda Items

### **March 6, 2024**

- February 14 for Public Hearing Items
- February 16 for Preliminary Plat Submittal
- February 23 for Regular Agenda Items

### **March 20, 2024**

- February 28 for Public Hearing Items
- March 1 for Preliminary Plat Submittal
- March 8 for Regular Agenda Items

### **April 3, 2024**

- March 13 for Public Hearing Items
- March 15 for Preliminary Plat Submittal
- March 22 for Regular Agenda Items

### **April 17, 2024**

- April 12 for Public Hearing Items
- April 14 for Preliminary Plat Submittal
- April 21 for Regular Agenda Items

### **May 1, 2024**

- April 10 for Public Hearing Items
- April 12 for Preliminary Plat Submittal
- May 19 for Regular Agenda Items

### **May 15, 2024**

- April 24 for Public Hearing Items
- April 26 for Preliminary Plat Submittal
- May 3 for Regular Agenda Items

### **June 5, 2024**

- May 15 for Public Hearing Items
- May 17 for Preliminary Plat Submittal
- May 24 for Regular Agenda Items

# 2024 Meeting Dates & Submittal Deadlines

## Homer Planning Commission

*Meeting dates are bolded and submittal deadlines are underneath*

### **June 19, 2024**

May 29 for Public Hearing Items  
May 31 for Preliminary Plat Submittal  
June 7 for Regular Agenda Items

### **July 17, 2024**

June 26 for Public Hearing Items  
June 28 for Preliminary Plat Submittal  
July 5 for Regular Agenda Items

### **August 7, 2024**

July 17 for Public Hearing Items  
July 19 for Preliminary Plat Submittal  
July 26 for Regular Agenda Items

### **August 21, 2024**

July 31 for Public Hearing Items  
August 2 for Preliminary Plat Submittal  
August 9 for Regular Agenda Items

### **September 4, 2024**

August 14 for Public Hearing Items  
August 16 for Prelim. Plat Submittal  
August 23 for Regular Agenda Items

### **September 18, 2024**

August 28 for Public Hearing Items  
August 30 for Preliminary Plat Submittal  
September 6 for Regular Agenda Items

### **October 2, 2024**

September 11 for Public Hearing Items  
September 13 for Preliminary Plat Submittal  
September 20 for Regular Agenda Items

### **October 16, 2024**

September 25 for Public Hearing Items  
September 27 for Preliminary Plat Submittal  
October 4 for Regular Agenda Items

### **November 6, 2024**

October 16 for Public Hearing Items  
October 17 for Preliminary Plat Submittal  
October 25 for Regular Agenda Item

### **December 4, 2024**

November 13 for Public Hearing Items  
November 15 for Preliminary Plat Submittal  
November 20 for Regular Agenda Item