



## **Homer City Hall**

491 E. Pioneer Avenue

Homer, Alaska 99603

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

# **City of Homer Agenda**

## **Planning Commission Worksession**

**Wednesday, March 02, 2022 at 5:30 PM**

**Cowles Council Chambers and via Zoom Webinar**

**Webinar ID: 93628153389 Password: 865591**

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

**CALL TO ORDER, 5:30 P.M.**

### **AGENDA APPROVAL**

### **PRESENTATIONS**

- A. Staff Report 22-19, Special Events and Food Truck Permitting, by Julie Engebretsen, Deputy City Planner & Special Projects Coordinator **p. 2**
- B. Wayfinding and Streetscape presentation by Julie Engebretsen, Deputy City Planner & Special Projects Coordinator **p. 27**

### **REGULAR AGENDA ITEM(S)**

**COMMENTS OF THE AUDIENCE** (3 minute time limit)

### **ADJOURNMENT, 6:20 P.M.**

Next Regular Meeting is Wednesday, March 16, 2022 at 6:30 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.





# City 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

TO: Planning Commission  
FROM: Julie Engebretsen, Deputy City Planner & Special Projects Coordinator  
DATE: February 23, 2022  
SUBJECT: Staff Report 22-19, Special Events and Food Truck Permitting

---

**Requested Action:** None. Questions and comments are welcome.

### Introduction

Attached to this staff report are memos and draft ordinances regarding changes to special event permits and food trucks. After Commission comments, these changes will be introduced to the City Council in March.

### Special Events

When City Manager Dumouchel started working at the City, he noticed the miss-match between the city's special event permit process, and the kinds of events and problems we normally have. A little history: Homer has a special event process because a large motorcycle race was coming to town, and they wanted to use a city park for a large party. The city quickly realized we lacked any kind of rules or policies for a really large event. Not that a big party was a bad idea, but as a land owner we wanted to ensure if large events are held, they are safe and the facilities returned to their original state after the event. Thus, the current special event regulations were created. Fast forward to 2022...We've lived with and worked with the rules for a while, and some housekeeping is needed. Please see Mr. Dumouchel's memo's for specifics.

### Food Trucks

Homer's food truck rules have been around a long time. Homer is the most expensive city on the peninsula to get a license, and the most cumbersome. The proposed changes would make food truck regulations more clear and much less expensive and cumbersome for businesses.

**Requested Action:** None. Questions and comments are welcome.

### **Attachments:**

1. Special Event Memo
2. Food Truck Memo
3. Event Permit Decision Tree
4. Draft Special Event code
5. Draft Food Truck code



## 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: Economic Development, Parks Art Recreation and Culture, and Port and Harbor Advisory Commissions

FROM: Rob Dumouchel, City Manager

DATE: February 1, 2022

SUBJECT: Special Events Code Update

---

Homer's current special events code is not a great fit for the events that are actually happening all year within city limits. A team of staff, along with Councilmembers Venuti and Hansen-Cavasos, collaborated on potential solutions via a comprehensive code update for special events. The proposal in Ordinance 22-XX will repeal Homer City Code (HCC) Chapter 19.02 Large Special Events and create Chapter 5.46 Special Events as its replacement. Additionally, the ordinance will make a modification to HCC Chapter 5.24 Fireworks.

### Background

In early 2021 I asked the Council if there would be interest in updating the special events code. I had observed that our code wasn't fitting our needs very well and that it would benefit from some modifications. Councilmembers Venuti and Hansen-Cavasos volunteered to work with me on this topic. On the staff side, I built a team that included Chief Robl, Jenny Carroll (Special Projects Coordinator), Rachel Tussey (Deputy Clerk), Julie Engebretsen (Deputy Planner), Matt Steffy (Parks Superintendent), and Mike Illg (Community Recreation Manager). We held a kick off meeting that covered Special Events (HCC 19.02), Mobile Food Service (HCC 8.11), and Fireworks (HCC 5.24). Mobile Food Service (food trucks) will be covered in a separate memo.

At the Special Events kick off meeting, the team had the following goals for the special events update project:

- To build code and processes that are a good fit for the events held in Homer (and the events we want to be held in Homer)
- Set events up for success without creating administrative barriers that are great enough to make organizers not want to host events in Homer
- Make Homer a preferred location for high quality events on the Kenai Peninsula
- Enhance public safety related to events in the community

The team identified issues with the code, generated some ideas for improvements, and discussed thoughts on topics like thresholds for permits, public versus private spaces, where in HCC special events should be

located, what should be required in permit applications, parking, and fees. After meeting and getting input from our Council sponsors, the team worked on rewriting the code. This has been a project that has been making slow but steady progress in the background as we've worked on other higher priorities the past year.

## Update Notes

The draft in ordinance 22-XX makes a number of changes. The following will give a high-level overview:

- **Change from Large Special Events to Special Events:** The existing code was targeted at events of over 500 people. There are many special events that are much smaller than 500 people which have potential to have a significant impact on public safety, traffic circulation, etc. The update does a better job of addressing these smaller events.
- **Moves special events from Title 19 Parks, Campgrounds and Public Places to Title 5 Health and Public Safety:** This is a more logical location for special events and highlights the City's public safety interest in issuing permits.
- **Intent:** Adds a section regarding the intent of this chapter "to safeguard and protect the enjoyment of private property and general health and safety of the public within the City of Homer, while allowing and regulating special events which may be beneficial to the City and its residents."
- **Clarifies what types of events require permits:** The existing code is limited to "large special events" which have an anticipated attendance of 500 or more persons. The proposed code includes: outdoor concerts and festivals; carnivals, rides, circuses, zoos, or animal exhibitions; events on City property where the anticipated attendance is expected to exceed the standard capacity for that facility (thresholds set by staff); events in a right-of-way; events on private property that expect to impact road rights-of-way with parking overflow; fireworks displays and other events with large fires or pyrotechnics; and other events similar to those listed.
- **Application lead time:** Existing code asks for an application to be submitted 120 days before an event, the proposed code reduces that requirement to 14 days.
- **High impact events:** The proposed code makes it clear that events which are determined to be particularly impactful on the community may have their permits issued with conditions.
- **Findings for approval:** The proposed code has ten conditions which must be considered for the City Manager to approve a special event permit.
- **Insurance:** When insurance is required by the City, the proposed code adds a requirement to name the City as additional insured and contain an appropriate waiver of subrogation in favor of the City.
- **Appeals:** The proposed ordinance gives direction as to how a special event applicant or permit holder would appeal a decision to either not grant a permit or revoke a permit.
- **Fine:** The proposed ordinance would modify HCC 1.16.040 to change the fine from "large special event" to just "special event." The fine is set at \$1000.

- **Fireworks:** The proposed ordinance modifies HCC 5.24.050 removing the requirement to obtain a fireworks permit from the City Clerk and file a bond with the City. Instead, it requires a special event permit.

In conjunction with the code update, staff also produced a pair of flow charts to help special event sponsors understand whether they will be required to file for a permit or not. These flow charts will be used create application forms and a website resource.

**Staff Recommendation:** Introduce and adopt Ordinance 22-XX



## 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: Economic Development, Parks Art Recreation and Culture, and Port and Harbor Advisory Commissions

FROM: Rob Dumouchel, City Manager

DATE: February 1, 2022

SUBJECT: Mobile Food Service (Food Truck) Code Update

---

Homer City Code (HCC) Chapter 8.11 covers Mobile Food Service, otherwise known as food trucks. Mobile Food Services are relatively popular in Homer and add character to the City's restaurant scene. They also provide an avenue for entrepreneurs to start small food businesses. It is not uncommon for a Mobile Food Service operation to lead to an investment in a brick-and-mortar restaurant.

In reviewing HCC 8.11, there are some items that require modification to ensure that our Mobile Food Service permitting program fits today's food truck scene and is not creating unnecessary barriers to the operation of these businesses.

This review and update of HCC 8.11 was paired with the review and update of HCC 19.02 for special events. Often Mobile Food Services are conjoined with special events and it made sense to update the two chapters simultaneously. Please note that we will be waiving Mobile Food Service Permits for special events permitted under HCC 5.46 (assuming adoption), although all the general standards for Mobile Food Services will still apply. See Memorandum 22-XX for more information on the initiation of the special events code update project.

### Mobile Food Service Issues

Staff, along with Councilmembers Venuti and Hansen-Cavasos, note a number of issues within our Mobile Food Service permitting program that required review. Namely permit pricing, application requirements, and formalizing access to City property during permitted special events.

### Update Notes

The draft in ordinance 22-XX makes a number of changes. The following will give a high-level overview:

- **Changes the permitting body from the Police Department to the City Manager or Designee:** Permitting of Mobile Food Services, which are frequently located on private property, is largely a zoning clearance process under this updated chapter. I intend to delegate permitting authority to the Planning Division.
- **Creation of a General Standards section:** This section sets clear standards for operations to include requirements that a Mobile Food Service owner/operator register to collect sales tax; have

property owner permission to operate at their location; be in appropriately zoned or permitted locations; not create traffic hazards, not negatively impact other businesses through noise, odor, etc.; provide waste collection and removal; comply with City sign code; post their Alaska Department of Environmental Health and City of Homer permits; contain all operations (excluding generators) within the Mobile Food Service unit; and, if authorized to operate in a right-of-way or on City property, hold a certificate of insurance that meets standards set by the City.

- **Update to Permit Application Requirements:** This update streamlines the requirements to the completion of an application, payment of a fee set in the fee schedule, and proof of insurance (if operating in a right-of-way or on City property).
- **Removes HCC section 8.11.060:** This section connected HCC Chapter 8.11 to Chapter 8.08 Itinerant or Transient Merchants. This is no longer an appropriate connection.
- **Removes HCC section 8.11.070:** This section was focused on conduct of the business. It required Mobile Food Services to be operated in conformity with the zoning code; prohibits operating in front of or immediately adjacent to a business offering the same or similar commodities in a fixed location; prohibits operations in parks; and prohibits operation in congested areas of the Homer Spit. This section is removed from the proposed ordinance for the following reasons:
  - **Zoning Code:** Already applies
  - **Operating Next to Similar Business:** Most Mobile Food Services operate on private property, I don't want to encourage the City to decide what specific businesses can exist on what parcels. If the zoning code allows the use, and a Mobile Food Service that can meet the City's permitting requirements while having permission to operate on private property, then they should be able to compete and operate at that location.
  - **Parks:** The update to the special events code would allow operating a Mobile Food Service in a park as part of a permitted special event, or with other authorization from the City Manager (an example would be a specific Mobile Food Service could be approved to operate during regular baseball league games).
  - **Homer Spit:** Mobile Food Services can only operate on private property or in locations authorized by the City. The general standards in the proposed HCC 8.11.035 replace the need for this specific language.

Separate from Ordinance 22-XX is Resolution 22-XX which will modify the Fee Schedule. That Resolution will move Mobile Food Services from the Homer Police Department section to the Planning and Zoning Section of the Fee Schedule. It also reduces the permit fee from \$400 (\$390 permit plus a \$10 application fee) to \$50. This brings our program in line with both Kenai and Soldotna.

**Staff Recommendation:** Introduce and adopt Ordinance 22-XX

# CITY PROPERTY / ROW

If you are planning an event entirely within a facility designed for such use, or that occurs within an organized neighborhood that generates minimal traffic outside the area, or is sponsored by the City under a Memorandum of Agreement or a funeral procession

If you are planning a:  
Parade or march in City or State Right-of-Way  
Outdoor Concert/Festival or Fair  
Carnival, rides, circus, zoo or animal exhibit  
Fireworks or pyrotechnic display  
Commercial Filming or video taping  
**CLICK HERE**

Planning a smaller event on City property?  
**CLICK HERE**

Event sponsor must obtain a special event permit from the City before promoting, advertising or selling admission.  
Applications are to be submitted no less than 14 business days before the commencement of the special event.

Will food truck/s will be present?

## Check all that apply

Anticipated attendance may exceed venue capacity and/or could impact vehicular or pedestrian traffic patterns

There will be a bonfire or fire larger than 3' x 3'

There will be amplified music

There will be fireworks

There will be food truck/s

NO

These are exempt activities.  
No Special Event Permit required.

Link to Special Events Permt  
\*Specialized agreement for filming

NO

YES

Link to Mobile Food Service Permit info.

YES

Event sponsor must obtain a special event permit from the City before promoting, advertising or selling admission.  
Submit application no less than 14 business days before commencement of the event.

NO

Event sponsor must obtain a special event permit from the City for the event.  
Submit application no less than 14 business days before commencement of the event.

YES

NO

No Special Event Permit required  
Courtesy notification to HPD requested.  
Reminder about noise ordinance/quiet hours in parks

YES

NO

Event sponsor must obtain a special event permit from the City before promoting, advertising or selling admission.

YES

NO

For all NO answers, Thank you, no special event permit required.  
Info about noise ordinance.

NO

YES

Link to Mobile Food Service Permit info.



# PRIVATE PROPERTY within City Limits

## Check all that apply

Cars will be parking on both sides of the street for this event  
or this event is a block party that will block a street

YES

Access for emergency vehicles must be maintained on all city streets.  
Special event permit & parking plan approval required.

NO

Contact name, phone number & email  
Date, times and location of temporary parking  
Estimated # of cars  
Reviewed by HVFD & HPD

There will be a bonfire or fire larger than 3' x 3'

YES

Burn permit required for fires over 3'x3'.  
Please note: Fires larger than 3'x3' and/or fireworks are not allowed during times of burn suspensions or bans.

NO

[Link to Burn Permit.](#)

There will be amplified music

YES

Courtesy notification to HPD requested.  
Reminder about noise ordinance.

NO

Contact name, phone number & email  
Date, times and location

There will be fireworks

YES

Permit required per City Code

[Link to Special Event or Fireworks permit](#)

NO


For all NO answers, Thank you, no special event permit required.  
Info about noise ordinance.

- **\*FILMING**
  - Application/Review Form Required
  - General Liability Release
  - May require Permit depending on scope

## **Special Event Permitting FAQ**

### Q: How do I know if I need a Special Event Permit?

If your plan includes holding an event in whole or in part on public property or on private property and it affects the ordinary use of public streets, right-of-ways, park facilities, sidewalks or may require additional city services than would normally be provided (such as police escorts, traffic control, sanitation, and cleanup work required to support the event), you may need a special event permit.

To help you identify if a permit is needed and what kind, we ask you to  here. (link to infographic overview and special events online tool)

Q: Why do I need to apply for a Special Event Permit?

- To assure that an activity meets legal requirements of the use of public land and right of ways.
- To assure the City that adequate services such as traffic control, sanitation, solid waste and public safety issues are addressed.

Q: Do I need to submit a special event application if my event is not open to the public?

Your event may still require a Special Event permit even if it is not open to the public. If your event will have a public impact (i.e. Street Parking, Traffic) or change the use of or exceed the occupancy of the building hosting the event.

Q: How do I Apply for a Special Event Permit?

The City of Homer has an online permit application. Go to [link]. The online application tool will guide you through the process.

You can also download and print a hard copy. Paper applications can be submitted by email to [cdrais@ci.homer.ak.gov](mailto:cdrais@ci.homer.ak.gov), or they can be dropped off at City Hall, Monday-Friday, 8:00 AM-5:00 PM. Assistance can be obtained by contacting the City Manager's office at 907-435-3102 Monday - Friday 8:00 a.m. to 5:00 p.m.

The application is to be filed a minimum of 14 business days prior to event to ensure adequate time is available for the City's to review and issue a permit. Staff may follow up with you if there are questions following review. Your timely application also provides you an opportunity to address or correct any issues that may be needed and insure you have time to obtain any additional permits from other agencies.

Q: Can I promote my event before I get a permit?

No. Please do not publicize your event before you receive the Special Event Permit.

Q: What conditions may be required as part of your permit?

The type and scope of your special event will determine what will be required. A Right-of-Way Use Permit from the State, a parking or traffic control plan or additional sanitation facilities are examples of conditions that may be required. The Special Event Permit application will supply you with a list of any conditions your event will need to meet.

The applicant has sole responsibility for obtaining any additional permits, insurance coverage and complying with the City's Special Events Ordinance and conditions of the Special Event Permit.

Q: Do I need insurance for my event?

Q: What if I want to serve alcohol at my event?

Q: Do I need a permit to do filming on City property?

CITY OF HOMER  
HOMER, ALASKA

City Manager

ORDINANCE 22-xx

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA  
AMENDING HOMER CITY CODE CHAPTER 5.24 FIREWORKS, AND  
REPEALING CHAPTER 19.02 LARGE SPECIAL EVENTS AND  
REENACTING AS CHAPTER 5.46 SPECIAL EVENTS, AND AMENDING  
HOMER CITY CODE 1.16.040, ENTITLED “DISPOTITION OF  
SCHEDULED OFFENSES – FINE SCHEDULE.”

WHEREAS, Chapter 19.02 is in need of a comprehensive rewrite to bring the special  
event permit process up to-date and better define which events require an event permit; and

WHEREAS, The subject matter of Chapter 19.02 is better suited for Title 5 Health and  
Public Safety as special and/or larger events may impact public health and safety; and

WHEREAS, Chapter 5.24.050 is in need of amendment to reflect the revised special event  
permit process for authorized firework exhibits.

WHEREAS, Chapter 1.16.050 is in need of amendment to reflect the revised code citation  
and to increase the fine for non-compliance.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. Homer City Code 5.24.050, entitled “Exceptions for authorized exhibits –  
Permits required” is hereby amended as follows:

5.24.050 Exceptions for authorized exhibits – Permits required.

a. Fireworks may be used for public exhibits by fair associations, amusement parks and other  
organizations or groups of individuals if: **a Special Event permit is first obtained from the  
City Manager per the permitting process under HCC 5.46.**

~~1. A permit is first obtained from the City Clerk upon payment of a permit fee in an amount  
determined by Council resolution and set forth in the City of Homer fee schedule, per  
exhibit or continuous series of exhibits; such permit to be applied for not less than 30 days  
prior to such exhibit or series of exhibits; and~~

~~2. A bond is filed with the City, in the amount of at least \$500.00, to insure payment of all  
damages to persons or property caused by any exhibit. A bond will not be required if the~~

holder of the permit has in effect a liability insurance policy which accomplishes the same purpose as the bond.

~~b. No permit issued under this section shall be transferable.~~

Section 2. Homer City Code Chapter 19.02, entitled "Large Special Events", is hereby repealed and reenacted as Chapter 5.46, entitled "Special Events", to read as follows:

## **Chapter 5.46 SPECIAL EVENTS**

### **Sections:**

#### **5.46.010 Definitions.**

#### **5.46.020 Intent.**

#### **5.46.030 Permit required.**

#### **5.46.040 Application procedure.**

#### **5.46.050 Action on permit application and general standards**

#### **5.46.060 Revocation of permit.**

#### **5.46.070 Payments for City services and facilities.**

#### **5.46.080 Insurance.**

#### **5.46.090 Violation – Penalty.**

#### **5.46.100 Appeal of decision.**

#### **5.46.010 Definitions.**

**As used in this chapter, the words and phrases defined in this section shall have the meaning stated.**

**“Anticipated attendance” means the largest number of persons, including participants and spectators, that the Sponsor reasonably expects to congregate at a single time and location during a special event.**

**“Demonstration” means an assembly of persons for purposes of expressive activity that occupies, or travels on, any street in a manner that does not comply with generally applicable traffic regulations; or occupies a public park or other public facility or property.**

**“Emergency services” means the public organizations that respond to and deal with emergencies when they occur, especially those that provide police, ambulance, and firefighting services.**

**“Special event” means a parade, performance, concert, sporting event, fair, ceremony or other public assembly, for which persons congregate in a street, right-of-way, park, or other public or private property in the City.**

**“Sponsor” means the person or persons who organize, present or promote a special event.**

**5.46.020 Intent.**

**The intent of this chapter is to safeguard and protect the enjoyment of private property and general health and safety of the public within the City of Homer, while allowing and regulating special events which may be beneficial to the City and its residents.**

**5.46.030 Permit required.**

**a. No sponsor may promote, advertise or sell admission to a special event without first having obtained a permit from the City under this chapter. Approval of a special event application and the issuance of a special event permit shall be required for any of the following:**

**1. Outdoor concerts and festivals;**

**2. Carnivals, rides, circuses, zoos, or animal exhibitions;**

**3. Events on City property where the anticipated attendance is expected to exceed the standard capacity for that facility or property as determined by the City Manager or designee;**

**3. Events that take place within the City and/or State rights-of-way;**

**4. Events that are held on private property within City limits that do not have the parking capacity to accommodate the anticipated attendance and will impact the road right-of-way for emergency service access;**

**5. Firework displays or events that incorporate large fires/pyrotechnics of any kind;**  
**or**

**6. Other special events which are similar to and compatible with those listed above, pending approval by the City Manager.**

**b. The following are exempt from the permit requirement of this chapter:**

125 **1. A funeral procession.**

126  
127 **2. A special event that is held entirely within a privately-owned property and does not**  
128 **meet the permit requirements under this section.**

129  
130 **3. A special event that is held within a permanent facility, such as an auditorium,**  
131 **theater, church or athletic field, that is specifically designed and intended for the**  
132 **activities comprising the event, and that:**

133  
134 **a. Has the capacity to accommodate the anticipated attendance at the special**  
135 **event, including compliance with maximum occupancy permitted by State or local**  
136 **fire officials; and**

137  
138 **b. Has sufficient off-street parking to accommodate the anticipated attendance at**  
139 **the special event, according to the standards prescribed in HCC Title 21.**

140  
141 **4. A special event that is sponsored by a duly organized neighborhood or**  
142 **homeowners' association, occurs entirely within the area where the association's**  
143 **members reside, generates minimal traffic outside that area, is attended only by the**  
144 **association's members and their guests, and does not benefit any other organization.**

145  
146 **5. An event that is sponsored by or under the control of the City or through a**  
147 **memorandum of understanding or agreement with the City.**

148  
149 **6. A demonstration; provided that the Chief of Police is notified of the route or location**  
150 **of the demonstration at least 48 hours before the commencement of the**  
151 **demonstration.**

152  
153 **5.46.040 Application procedure.**

154  
155 **a. The sponsor shall submit a special event permit application to the City Manager on a**  
156 **form provided by the City not less than 14 business days before the commencement of**  
157 **the special event, and shall contain at a minimum the following:**

158  
159 **1. Contact information including a functional telephone number for the sponsor.**

160  
161 **2. For sponsors who are not a natural person: the sponsor entity's organization form,**  
162 **the state in which the entity is organized, and the names of the principal officers of**  
163 **the entity.**

164  
165 **3. The name of an individual, including their 24-hour telephone number(s), who will**  
166 **be the on-site point of contact for the sponsor at all times of the special event from**



**the commencement of on-site preparations until all on-site cleanup and restoration work is completed at the conclusion of the special event.**

**4. Proposed date(s) and hour(s) of operation of the special event.**

**5. A complete description of the special event which:**

**a. Describes the proposed activity or activities with a summary and the use of visual aids such as maps/overviews, diagrams, or illustrations;**

**b. Gives an anticipated attendance for each day of the special event;**

**c. Demonstrates to the satisfaction of the City Manager that the sponsor has an effective plan for satisfying the criteria under Section 5.46.050; and**

**d. Provides any additional information requested in the permit application or by the City Manager, including without limitation plans for parking, traffic control, sanitation, and security as appropriate to the nature of the special event.**

**6. Permit application fee that the City Council establishes by resolution.**

**b. For special events that the City Manager determines may have a more significant impact on the safety of the community, the City Manager may impose additional requirements, with proof and/or payment to accompany the special event permit application to the City Manager. Additional requirements may include:**

**1. Certificate of insurance as required by Section 5.46.080.**

**2. For sponsors who are not a natural person: proof that the entity is in good standing in its state of organization and qualified to conduct its activity in the State of Alaska.**

**3. If a special event imposes substantial demands on City services or facilities: payment for the necessary additional City services or facilities and/or performance bond, as required by Section 5.46.070.**

**5.46.050 Action on permit application and general standards.**

**a. The City Manager may approve a complete and timely submitted application for a special event permit upon finding that the special event will not be detrimental to the public's health, safety, or convenience. In order for a permit to be approved, the special event must:**

209 **1. Minimize interference with the enjoyment of neighboring uses and protect**  
210 **neighboring uses from nuisances or hazardous features;**

211  
212 **2. Not create hazardous vehicular or pedestrian traffic patterns or result in traffic in**  
213 **excess of the capacity of surrounding rights-of-way or property serving the use;**

214  
215 **4. Not create diversion of City resources that would unreasonably interfere with the**  
216 **maintenance of regular City service levels;**

217  
218 **5. Accommodate the anticipated number of attendees of the special event through the**  
219 **availability of adequate restroom facilities or temporary structures such as portable**  
220 **toilets with established handwashing stations; refuse management facilities; and safe**  
221 **and maneuverable access for emergency services, pedestrians, patron vehicles**  
222 **including off-street parking, and other necessary facilities and services as determined**  
223 **by the City Manager;**

224  
225 **6. Be removed and the site be restored to the original or better condition on or before**  
226 **the expiration date of the permit;**

227  
228 **7. Have obtained written permission from the property owner(s) where operating;**

229  
230 **8. Be registered to collect sales tax within the Kenai Peninsula Borough, if required;**

231  
232 **9. Be in compliance with requirements for any business license or other permits which**  
233 **may be prescribed by any Federal, State or local statutes, ordinances, rules or**  
234 **regulations; and**

235  
236 **10. Be in compliance with all other applicable laws, codes, and statutes of any**  
237 **jurisdiction as appropriate to the specific activities associated with the proposed**  
238 **special event.**

239  
240 **b. The City Manager may impose any special conditions necessary to ensure that the**  
241 **intent and general standards of this section are satisfied.**

242  
243 **5.46.060 Revocation of permit.**

244  
245 **a. The City Manager may revoke a special event permit if it is determined that the conduct**  
246 **of the operation(s) is not in compliance with either the terms and/or conditions of the**  
247 **permit or the provisions of this chapter.**

248  
249 **b. Except in the circumstances described in subsection (c) of this section, the City**  
250 **Manager shall not revoke a permit without first providing notice and an opportunity for**

**a review under this subsection. The City Manager shall notify the sponsor of the grounds for revoking the permit, and of the sponsor's right to request a review on the revocation. The sponsor may obtain a revocation review by requesting a meeting in writing at the office of the City Manager within the time prescribed in the revocation notice.**

**c. If the City Manager determines that the grounds for revoking a permit constitute an immediate danger to public health or safety, the City Manager may revoke the permit without prior notice or meeting. Promptly after revoking a permit under this subsection, the City Manager shall give the sponsor notice in accordance with subsection (b) of this section, and schedule a review on the revocation.**

**5.46.070 Payments for City services and facilities.**

**a. If the City Manager determines that a special event will require additional support services or facilities from the Police, Fire, Public Works, Administration, or any other City department, the City Manager shall so notify the sponsor, with an estimate of the cost of such additional services. Upon receipt of such notice, the sponsor shall pay to the City an amount equal to 50 percent of such estimated cost. The sponsor shall pay to the City the remainder of the total actual cost of such additional services or facilities within 30 days after the last day of the special event.**

**b. In addition to requiring payment for additional City services or facilities under subsection (a) of this section, the City Manager may require a sponsor to submit to the City a deposit to cover the estimated cost of cleaning and restoring City property after a special event. The deposit shall be refunded to the sponsor to the extent that it is not applied to pay the cost of cleaning and restoring City property used during the special event.**

**c. If the City Manager has cause to doubt a sponsor's financial capability to pay any amount required under this section, the City Manager may require the sponsor to provide a performance bond before issuing the permit for the special event.**

**5.46.080 Insurance.**

**a. The City Manager may require that the sponsor acquire insurance coverage and provide a certificate of insurance with the special event permit application. Any required insurance shall include the following:**

**1. Comprehensive commercial general liability with coverage limits up to \$1,000,000 combined single limit per occurrence and aggregate, including premises-operations, independent contractors, products/completed operations, broad form property damage, blanket contractual and personal injury endorsements.**

**2. Comprehensive automobile liability covering all owned, hired and non-owned vehicles that the sponsor uses in connection with the special event, with coverage limits up to \$1,000,000 per occurrence.**

**3. Worker's compensation insurance as required by AS 23.30.045 for all employees of the sponsor and its contractors engaged in work on the special event.**

**4. Name the City as additional insured and contain an appropriate waiver of subrogation in favor of the City.**

**b. The sponsor shall maintain the required insurance coverage in force at all times from the commencement of on-site preparations until all on-site cleanup and restoration work is completed after the conclusion of the special event.**

**5.46.090 Violation – Penalty.**

**The penalty for an offense in this chapter is the fine listed in the fine schedule in HCC 1.16.040. If no fine is listed for the offense in HCC 1.16.040, then the defendant must appear in court and, if convicted, is subject to the general penalty as provided in HCC 1.16.010 unless another penalty is specifically provided.**

**5.46.100 Appeal of Decision**

**Judicial review by the superior court of a final decision on a special permit issued by the City may be had by filing a notice of appeal in accordance with the applicable rules of court governing appeals in civil matters. The notice of appeal shall be filed within 30 days of notice of the final decision on the permit. Appeals of special event permits are heard solely on the administrative record which shall be prepared by the City. A copy shall be filed in the superior court within 30 days after the appellant pays the estimated cost of preparing the complete or designated record or files a corporate surety bond equal to the estimated cost.**

Section 3. Homer City Code 1.16.040, entitled "Disposition of scheduled offenses – Fine schedule" is hereby amended as follows:

HCC <del>19.02.020</del> <b><u>5.24</u></b>	Large Special event – Permit required	\$1000.00
---	---------------------------------------	-----------

Section 4. This ordinance is of a permanent and general character and shall be codified in Homer City Code.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this \_\_\_\_ day of \_\_\_\_\_, 2022.

CITY OF HOMER

\_\_\_\_\_  
KEN CASTNER, MAYOR

ATTEST:

\_\_\_\_\_  
MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSENT:

ABSTAIN:

First Reading:

Public Hearing:

Second Reading:

Effective Date:

## Chapter 8.11

### MOBILE **FOOD** SERVICE

Sections:

- [8.11.010 ~~Intent~~Applicable State law incorporated.](#)
- [8.11.020 ~~Definition.~~](#)
- [8.11.030 ~~License – Required.~~](#)
- [8.11.035 ~~General Standards.~~](#)
- [8.11.040 ~~License – Application – Contents.~~](#)
- [8.11.0540 ~~Permit~~License – Application – Referral – Fees.](#)
- [8.11.050 ~~Permit Terms.~~](#)
- [8.11.060 ~~Applicability and incorporation by reference of sections of Chapter 8.08 HCC.~~](#)
- [8.11.070 ~~Conduct of business.~~](#)
- [8.11.080 ~~Violation – Penalty.~~](#)
- [8.11.085 ~~Appeal of Decision.~~](#)

#### 8.11.010 ~~Intent~~Applicable State law incorporated.. SHARE

All statutes of the State of Alaska and any rules or regulations adopted by any State agency pertaining to public nuisances, **food** and **food** service establishments, public health and public sanitation applicable to a mobile **food** service, with particular reference but not limited to AS Titles 17 and 18, as amended, and 18 AAC 31.600 et seq., as amended, are incorporated by this reference as though fully set forth in this chapter. [Ord. 13-17(S) § 17, 2013; Ord. 83-10(S) § 1, 1983].

The intent of this chapter is to safeguard and protect the general health and safety of the public within the City of Homer, while allowing and regulating mobile food service operations which may be beneficial to the City and its residents.

#### 8.11.020 Definition. SHARE

For the purpose of this chapter, “mobile **food** service” means a self-contained **food** service establishment that is designed to be readily moveable from location to location, without being permanently affixed to any site or permanently connected to any water or sewer utility service. [Ord. 84-36 § 4, 1984].

#### 8.11.030 ~~Permit~~License – Required. SHARE

No person may operate a mobile **food** service as defined in this chapter within the City without first obtaining a mobile **food** service ~~permit license~~ from the ~~Homer Police Department City of Homer~~. ~~Permits are issued by the City Manager or designee~~. [Ord. 01-20 § 2, 2001; Ord. 92-21, 1992; Ord. 83-10(S) § 1, 1983].

Exemptions. The permitting requirements of this chapter do not extend to isolated or casual sales of personal goods, wares, vehicles, animals, etc., or to the sale of similar items at such functions as garage sales, flea markets, and bazaars, events permitted under HCC 5.46 Special Events, nor to activities conducted at conferences that cater to a specialized audience. A

**Commented [RD1]:** I'd like to move this to Planning as an econ dev thing. HPD is not a conventional customer service organization nor is it the best place to send new businesses to move through bureaucratic permitting processes

**Commented [RD2]:** This basically allows us to waive permits for trucks that come to town for an event but don't set up an extended residency in Homer. We'll have to work a waiver into the special event permit packet for temporary food truck visitors

**Commented [RD3]:** Assumes adoption of the ordinance to update special events

commercial fisherman who has a valid commercial fishing license issued by the State of Alaska and who has completed and filed with Alaska Department of Fish and Game the forms required to qualify as a “catcher-seller” shall be exempt from this chapter.

### **8.11.035 General Standards**

The following general standards shall apply as requirements for the operation of mobile food service in the City of Homer. The owner/operator of the mobile food service shall:

1. Be registered to collect sales tax with the Kenai Peninsula Borough;
2. Have obtained permission from the property owner where operating;
3. Be located in a zone district in which mobile food service is a permitted use, or in any specific location authorized as part of an approved special event permitted under HCC 5.46;
4. Not create hazardous traffic patterns for vehicles or pedestrians;
5. Not diminish the ability of others to conduct business, through excessive noise, odor, or other occurrence;
6. Provide for the collection and removal of all waste from the site at the end of each day of operation;
7. Be in accordance with the regulations found in the City's Sign Code;
8. Post in a conspicuous place, able to be observed by the general public, both the permit issued from the Alaska Department of Environmental Health (for mobile food services involved in the preparation of foods or beverages) and the mobile food service permit issued by the City of Homer (if applicable);
9. Ensure that, with the exception of generators, all operations, merchandise and services provided by and related to the mobile food service be contained in or attached to the unit.
10. If authorized to operate in a right-of-way or on City property, hold a certificate of insurance indicating that the owner/operator’s operation of a mobile food service is covered by liability insurance that meets or exceeds the following:

<u>Personal Injury (each occurrence)</u>	<u>\$100,000</u>
<u>Aggregate Products (each occurrence)</u>	<u>\$100,000</u>
<u>Property Damage (each occurrence)</u>	<u>\$50,000</u>

**Commented [RD4]:** I added this because I only really care about their insurance if it's on city property

## 8.11.040 License – Application – Contents. SHARE

Every application for a mobile **food** service license shall contain the information required for applications for a license under HCC 8.08.030 and, in addition, every applicant shall submit:

a. Proof satisfactory to the Homer Police Department that the applicant has obtained the necessary licenses and permits from all governmental agencies having jurisdiction over such business. The applicant shall submit a copy of his State business license with the application.

b. Documentary proof to the Homer Police Department indicating that the mobile **food** service is covered by liability insurance as follows:

1. Personal injury (each occurrence), \$100,000;
2. Aggregate products (each occurrence), \$100,000;
3. Property damage (each occurrence), \$50,000.

c. In addition to such proof of insurance, the applicant shall agree in writing to hold the City harmless against all claims of whatever kind including any legal defense costs resulting from the business activities carried on under the mobile **food** service license. [Ord. 01-20 § 2, 2001; Ord. 92-21, 1992; Ord. 83-10(S) § 1, 1983].

## 8.11.0540 ~~Permit~~License – Application – Referral – Fees. SHARE

a. Upon receipt of the application described in HCC 8.11.040, the original shall be referred to the Chief of Police or designee who shall carry out an investigation, and approve or disapprove such application under the procedures set forth in HCC 8.08.040.

b. For each license issued under this chapter, the fee shall be the amount as set forth in the most current City of Homer fee schedule annually. All licenses expire on December 31st of the year issued. [Ord. 21-51 § 3, 2021; Ord. 10-51(A), 2011; Ord. 01-20 § 2, 2001; Ord. 83-10(S) § 1, 1983].

Unless waived by the City Manager as part of a permitted special event under HCC 5.46, a valid permit is required prior to operating a mobile food service in the City. An application for a mobile food service permit shall be submitted to, and approved by, the City of Homer and shall contain the following:

1. Completed application form, as provided by the City of Homer;
2. Application fee as set out in the City of Homer Fee Schedule;
3. If operating in a right-of-way or on City property, proof of insurance;



4. Certification by the Kenai Peninsula Borough Finance Department in a tax compliance certificate (provided on application materials) that the applicant is current in the payment of any sales tax to the City of Homer and the Kenai Peninsula Borough;
5. Copy of valid permit issued by the Alaska Department of Environmental Health, for mobile food services involved in the preparation of foods or beverages;
6. Proof of a valid Alaska Business license.
7. An affirmation or oath that the information and statements made in connection with the application are true, correct, and complete.

**Commented [RD5]:** I'd like to drop these and make them questions on the application, as in "are you certified with KPB for tax collection?" etc. and have them sign the form confirming these things.  
At most, I would want a copy of the health permit as that is the most stringent part of this whole thing.

### **8.11.050 Permit Terms**

The mobile food service permit shall expire at the end of the calendar year of issuance.

A. Revocation for Noncompliance. The City Manager, or designee, may revoke a mobile food service permit if it is determined that the conduct of the operation(s) is not in compliance with either the terms and conditions of the permit, or the provisions of the Municipal Code. The permit may be revoked immediately, including during the operation of the mobile food service.

### **8.11.060 Applicability and incorporation by reference of sections of Chapter 8.08 HCC.** SHARE

HCC 8.08.050, 8.08.070, 8.08.080, 8.08.100, 8.08.110, 8.08.120 and 8.08.140 are incorporated by this reference and shall apply to licenses obtained under this chapter. [Ord. 83-10(S) § 1, 1983].

### **8.11.070 Conduct of business.** SHARE

a. A mobile **food** service may be operated in conformity with the Homer Zoning Code, from:

1. Private property or leased land, provided the owner or lessor has first granted permission in writing to the operator.
2. Public streets, alleys or rights-of-way at least 15 feet from the traveled portion thereof, for a period not exceeding 24 hours. The Chief of Police or designee may grant permission to operate for a longer period of designated time.

b. A mobile **food** service may not be operated in front of or immediately adjacent to an established business offering the same or similar commodities from a fixed location, unless a designated vendor parking area has been named.

c. No person may operate a mobile restaurant inside the boundaries of a municipal park or campground unless such operation is permitted under ordinance, regulation or other lawful authority.

~~d. On the Homer Spit, no licensee shall be permitted to operate in any congested area, to include areas designated as public parking, campgrounds, parks or open space or where his operation might impede or inconvenience the public. [Ord. 01-20 § 2, 2001; Ord. 90-19(A) § 2, 1990; Ord. 84-36 §§ 5, 6, 1984; Ord. 84-12 §§ 2, 3, 1984; Ord. 83-10(S) § 1, 1983].~~

## **8.11.080 Violation – Penalty.** SHARE

~~The penalty for an offense in this chapter is the fine listed in the fine schedule in HCC 1.16.040. If no fine is listed for the offense in HCC 1.16.040, then the defendant must appear in court and, if convicted, is subject to the general penalty as provided in HCC 1.16.010 unless another penalty is specifically provided. [Ord. 18-11 § 8, 2018].~~

~~The following actions are unlawful and considered a minor offense as defined in HCC 1.16.~~

- ~~1. Operating a mobile food service without obtaining a valid city mobile food service permit or special event waiver under HCC 5.46;~~
- ~~2. Operating a mobile food service in violation of any of the general standards set forth in 8.11.035 of this section;~~
- ~~3. Selling or attempting to sell food and/or beverage, merchandise or other services on foot or from a motor vehicle, trailer, tent or other temporary facility that does not qualify as a mobile food service and is not exempted in 8.11.030 of this section.~~

~~The owner, agent, or contractor of a mobile food service where a violation has been committed or exists, shall be punished by a fine as provided in HCC 1.16. Each and every day that the violation continues shall be deemed a separate and distinct violation. All remedies and penalties provided for in this chapter shall be cumulative and not exclusive.~~

## **8.11.085 Appeal of Decision.**

Judicial review by the superior court of a final decision on a mobile food service permit issued by the City may be had by filing a notice of appeal in accordance with the applicable rules of court governing appeals in civil matters. The notice of appeal shall be filed within 30 days of notice of the final decision on the permit. Appeals of mobile food service permits are heard solely on the administrative record which shall be prepared by the City. A copy shall be filed in the superior court within 30 days after the appellant pays the estimated cost of preparing the complete or designated record or files a corporate surety bond equal to the estimated cost.



# 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

## Memorandum

TO: PLANNING COMMISSION

FROM: JULIE ENGBRETSSEN, DEPUTY CITY PLANNER & SPECIAL PROJECTS  
COORDINATOR

DATE: February 23, 2022

SUBJECT: Wayfinding and Streetscape Plan

---

### **Requested Action:**

- None

### **Introduction**

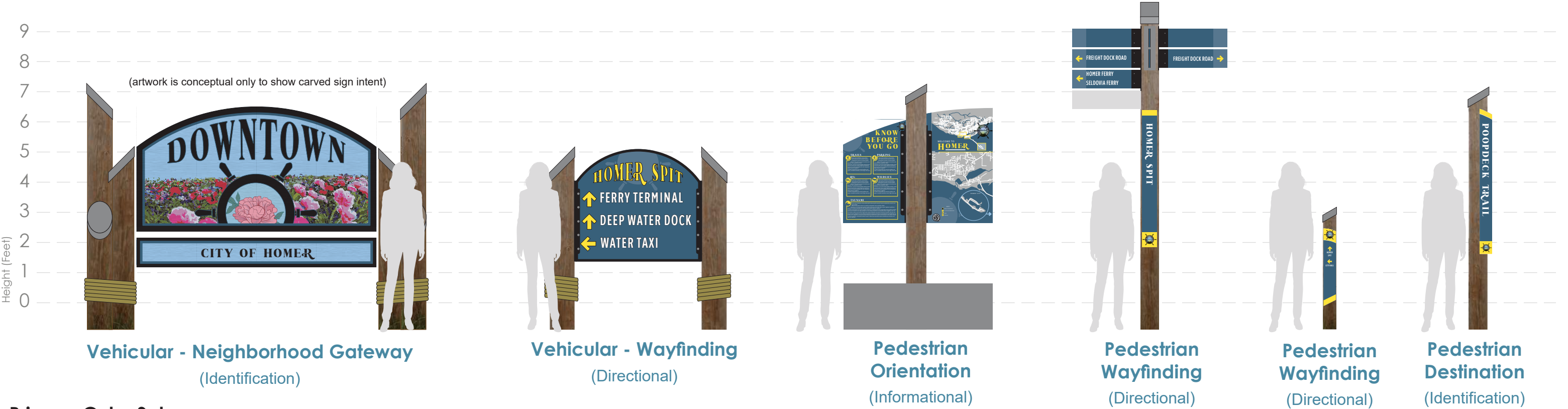
This project is nearing completion. A presentation of the plan by Corvus Design is scheduled for the February 28 Council meeting. A resolution for adoption is also on the agenda. I will walk through the plan at your meeting.

### **Things to know:**

- The streetscape plan/pattern book is for planning specifically. Yes other departments will use it, but we wanted some really specific Homer appropriate examples and plant lists. Staff gets asked on most commercial projects what should be planted... and we're not green thumb people. Now we have a solid list which can be used by the city and the private sector. By repeating things like what types of trees and shrubs are planted, we can help create/maintain a sense of place over time. What could be used along Lake Street, so it doesn't look like Ocean Drive in 20 years? What should we plant on Pioneer as the Mountain Ash slowly decline? This part of the plan will help guide decisions.
- Planning has the opportunity to continue a contract with Corvus Design to have more Pioneer- specific landscape drawings/plans created. Think of it as say three examples of how landscaping could be used to solve a problem. I will give examples at the meeting.
- Its possible to mount signage to buildings - not everything has to be free-standing.
- We can make a moveable sign. We don't have to permanently install all the signage on pilings.
- There will not be funding to install everything. The city plans to use a phased approach over the next three years.

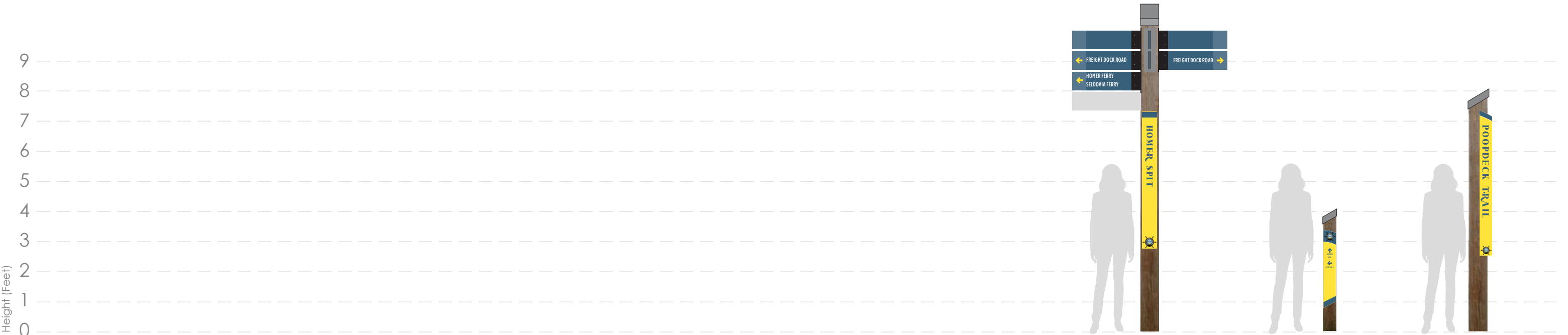
### **Attachments**

1. Sign Family
2. Streetscape Plan



Primary Color Set

Alternate Color Set



# CITY OF HOMER

## Streetscape Plan

February 8, 2022 Draft





# TABLE OF CONTENTS

---

**DOCUMENT PURPOSE ..... 1**  
Introduction.....2  
Purpose and Use of Document .....3

**STREETSCAPE OVERVIEW.....5**  
Streetscape overview.....6

**FURNISHINGS .....9**  
Benches .....10  
Picnic tables .....11  
Bicycle Racks.....12  
Litter Receptacles.....13  
Banners .....14

**PATTERN BOOK .....17**  
Steetscape Seating & Landscape Design .....18  
Sign Placement & Landscape Design .....20  
Plant Species .....22





# DOCUMENT PURPOSE

# INTRODUCTION

---

It is a City of Homer priority to improve City streetscapes. The role for the City of Homer is to implement streetscape improvements on their land, coordinate with the Alaska Department of Transportation and Public Facilities (ADOT&PF) for improvements within ADOT&PF road rights-of-way, and to encourage and enable private landowners adjacent to roads to contribute to streetscapes.

This Streetscape Plan provides an overview of what a successful streetscape contains, establishes design standards for improvements within City of Homer and ADOT&PF rights-of-way, and provides guidance for adjacent property owners as to how improvements on their properties can enhance the streetscape for the community.

Implementing streetscape improvements will improve pedestrian and vehicular experience for both Homer residents and visitors.

There is a specific focus on improving Pioneer Avenue. Existing decisions within this corridor hamper its development into a pedestrian-friendly streetscape, and as possible in the future, improvements should be made within the existing framework.

For future development, pedestrian scale lighting, sidewalk location and widths and integration with adjacent businesses should be considered.

The City of Homer Streetscape Plan includes the following components:

## Streetscape Goals

This section provides an overview of what makes for a successful streetscape.

## Furnishings

This section provides a suite of standard furnishings, including items like banners.

## Planting

This section provides a simplified list of recommended trees, shrubs, and perennials to be used within streetscapes, and example designs to provide a place to start for implementation ideas.

## PURPOSE AND USE OF DOCUMENT

---

The intent of this document is to provide criteria specific to site furnishings, with recommendations for a suite of standard site furnishings that would be used for the City of Homer. The general criteria for this should be a balance of durability, cost, and aesthetics. Standardizing products helps to create continuity and simplify maintenance and procurement.

This document also provides basic information for the selection and use of vegetation within road corridors.



# STREETSCAPE OVERVIEW

# STREETSCAPE OVERVIEW

---

## A Good Streetscape

A good streetscape provides: beauty and comfort, facilitates commerce, and contributes toward sustainability in many ways (including economic, ecological and maintenance). A streetscape can also contribute to a sense of place, and create a desirable place to use and experience.

## Streetscape Factors for Current Conditions

Good streetscape design balances the pressures and variables that influence any given area. The factors provided below give a general overview, and are not intended to be detailed or exhaustive.

### Visual Complexity

Provide a visually harmonious streetscape, with visual hierarchy to elements and a sense of order. This should be compatible with the potential wide variety of adjacent business and facility aesthetics. Streetscape elements (lighting, furniture, amenities) should be consistent and (typically) limited in variety.

### Safety (Crime Prevention Through Environmental Design – CPTED)

Follow CPTED principles, with emphasis on allowing clear sightlines for active and passive surveillance. A clear area between 24” and 72” (min.) off the ground should be maintained, reducing the possibility for hiding.

### Safety (Pedestrian Protection)

Provide implied or actual separation between vehicles and pedestrians in the form of continuous vertical separation (curbing/walls/bollards), implied separation (vertical objects such as light poles or trees), or horizontal distance.

### Maintenance (Ongoing)

Provide sufficient clear sidewalk width for equipment movement without danger for potential damage to streetscape elements. All seasons must be considered.

### Longevity (Materials & Installation)

Identify the desired life-span for project components, and determine materials and fabrication qualities that achieve those lifespans. Where components could be removed and reinstalled (such as benches), prioritize durability and high-quality.

Ensure that construction documents detail installations correctly to ensure longevity, maintain warranties, and ensure that streetscape installations operate as a ‘system’ where each part works well with others. Ensure that construction period administration and inspections verify (and enforce) the desired level of quality for components and installation.

### Business Benefits (Usable Space)

Provide space for occasional or ongoing business-use in front of buildings. This contributes to an engaging/lively environment, and allows for flexibility (such as what we’ve discovered as a result of COVID 19 and social distancing).

### Business Benefits (Ease Of Wayfinding)

Maintain or improve views from the street to buildings, businesses, or points of interest. Views and sightlines are critical to businesses success.

### Landscaping

Street trees and planting beds are important for aesthetics and comfort within a streetscape. Regular placement of street trees can help to define and separate pedestrian and vehicular zones, and help to provide a human scale within a road corridor. Street trees should only be included if they can be provided with correct soil volumes and quantity (a healthy 10" caliper tree can require up to 700 cubic feet of soil) and be protected from chemical and physical damage. Plantings provide the same benefit for defining zones and creating comfort, and further enhance aesthetics.

### Amenities (Bicycle Parking)

Provide convenient and quality bicycle parking.

### Amenities (Seating)

Provide seating, with a significant proportion of seating having backs and armrests (critical for the elderly or people with physical limitations). Seating provides places for people to rest, relax and socialize.

### Amenities (Artwork/Interpretation)

Prioritize aesthetic and educational opportunities within the streetscape to increase it's attractiveness, interest, and function as a desired destination.

## Streetscape Factors for Future Conditions

### Pedestrians (Ease Of Movement)

Provide sidewalk open widths relative to expected pedestrian use. In order to minimize potential competition for this space, additional space should be provided at the front and back of the sidewalk to accommodate business and public uses that might otherwise intrude on pedestrian movement.

Design with universal access in mind. Americans with Disability Act access guidelines establish minimum requirements and recommendations, and should be exceeded wherever possible to achieve barrier free design if not universal design.

### Pedestrians (Ease Of Access From Vehicles)

If conditions allow on-street parking, allow for movement between vehicles and sidewalks. Provide sufficient clear sidewalk area next to vehicles to allow door swing, access in and out of vehicles, and access to the main sidewalk area.

### Lighting

Provide for minimum lighting levels for safety, and provide a lighting design that contributes to a vibrant and attractive streetscape. For Homer, this should have a focus on winter lighting. Provide convenient electric outlets for seasonal lighting (pole and ground mounted). In the future, pedestrian-scale light poles should be considered for their benefit in creating a pedestrian scale. These are typically designed to be approximately 40 to 50 feet apart.

### Maintenance (Lighting, Utilities)

As streetscapes are improved, ensure that conduit, junction boxes, and other infrastructure is in place to allow maintenance, flexible use, and utility growth/changes without significant construction impacts. Choose streetscape elements that can be maintained easily.





# FURNISHINGS

# BENCHES

Benches should have backs and arms and an ergonomic design that provides good support and facilitates ease of sitting down and getting up. This is important to provide comfortable accessible seating, use by the elderly, and use by people with physical limitations. Benches should be durable and easily maintained. The City of Homer should standardize on one bench type in order to have consistent aesthetics, and simplify maintenance. A model with free-standing, surface-mounted, or embedded attachment options allows flexibility in use. There will be locations or situations where a custom bench or a unique model may be appropriate. These should prioritize bench criteria as stated above.

## Existing Examples of Custom Benches



Custom Bench - City of Homer Land



Custom Bench - City of Homer Land



Custom Bench - Private Land

## Criteria Summary:

- Accessibility (backs and arms, ergonomic)
- Comfort (wood or composite slats)
- Durability (no or low maintenance)
- Design (consistent/subtle, or unique in special locations)
- Attachment (free-standing or surface-mount)



Landscape Forms - Neliviano Bench



Victor Stanley - C-138

Picnic tables should provide a comfortable sitting and table height, and be of a design to integrate a wheelchair user at the table. Picnic tables should be durable and easily maintained. The City of Homer should standardize on one picnic table type in order to have consistent aesthetics, and simplify maintenance. A model with free-standing or surface-mounted options allows flexibility in use. When not permanently attached, picnic tables should include a method to anchor them in place.

## Existing Picnic Table



Picnic Table - City of Homer Land



Picnic Table - City of Homer Land

## Criteria Summary:

- Accessibility (wheelchair access and mobility-friendly)
- Comfort (wood or composite seating)
- Durability (no or low maintenance)
- Design (consistent/subtle)
- Attachment (free-standing with anchoring method or surface-mount)



7' long concrete ADA picnic table



Heavy duty aluminum picnic table





# BICYCLE RACKS

---

Bike racks should have provide two points of contact with bicycles for stability. The City of Homer should standardize on one bike rack type in order to have consistent aesthetics, and simplify maintenance. A model with surface-mounted or embedded attachment options allows flexibility in use. There will be locations or situations where a custom bike rack or a unique model may be appropriate. These should prioritize bike rack criteria as stated above.

## Existing Examples of Custom Bike Racks



Custom Bench - City of Homer Land

## Criteria Summary:

- Durability (no or low maintenance)
- Design (consistent/subtle, or unique in special locations)
- Attachment (surface-mount or embedded)
- Special Criteria (two points of bike contact, branding)



Dero - Round Rack

# LITTER RECEPTACLES

Litter Receptacles should only be used in locations where they will be regularly maintained. The City of Homer should standardize on one or two litter receptacle types in order to have consistent aesthetics, and simplify maintenance. A model with free-standing or surface-mounted options allows flexibility in use. Where appropriate, 55-gallon drums that have been painted should continue to be used. Where a different aesthetic is desired, a standardized manufacture litter receptacle should be used. For locations where the presence of bears is expected, a bear-proof model should be used.

## Existing Litter Receptacles



Litter Receptacles - City of Homer Land



Litter Receptacle - City of Homer Land

## Criteria Summary:

- Durability (no or low maintenance)
- Design (consistent/subtle)
- Attachment (free-standing or surface-mount)



Landscape Forms - FGP Litter



Bear Saver - Bear Proof Litter Receptacle

# BANNERS

---

With the consistent use of light poles within road corridors, banners are an opportunity for bold community branding and the ability to change banners based on events, seasons, or other reasons. Banners that are expected to be hung for long periods of time should be wind-resistant, color-fast, UV stable and otherwise compatible with Homer's climate.

## Existing Examples of Banners



Existing Banner - City of Homer Land



Existing Banner - City of Homer Land

## Criteria Summary:

- Durability (no or low maintenance)
- Design (based on purpose)
- Attachment (banner arms)
- Special Criteria (UV stable, weather and wind resistant)

---





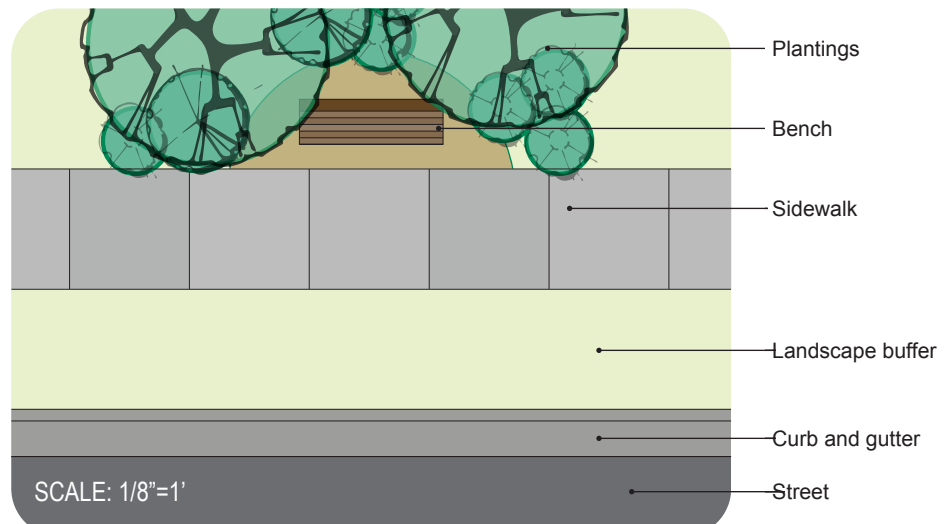
# PATTERN BOOK

# STREETSCAPE SEATING & LANDSCAPE DESIGN

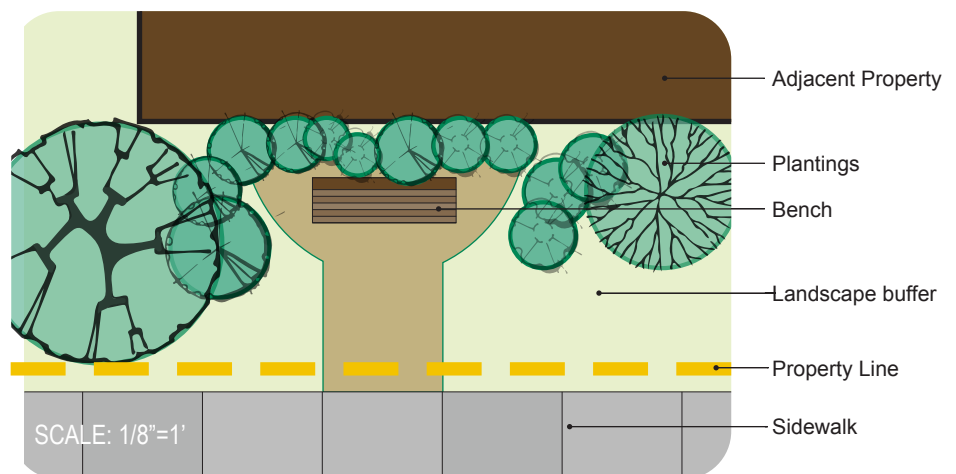
## Seating

Areas of seating should be provided within or adjacent to street rights-of-way. These should be spaced a convenient distance to allow resting, or to take advantage of the benefits of a particular location. Ideally, these locations should be separated by some distance from the street to provide a calmer space, be aesthetically landscaped with plantings and improvements such as landscape rock or artwork, and take advantage of elements that help to create a pedestrian scale and feeling of refuge. The latter could include adjacent planters, light poles, and walls of a reasonable height.

Due to limited rights-of-way widths, collaboration with adjacent land owners will provide great benefit to the streetscape. Where possible, attractive seating areas on adjacent land will help to create more comfortable refuges from busy roadways. These should be designed to ensure that they are well and obviously connected to sidewalks, and are clearly to be used by the public. If opportunities for separation aren't available, there may be locations where a bench should be provided even though it is adjacent to traffic.



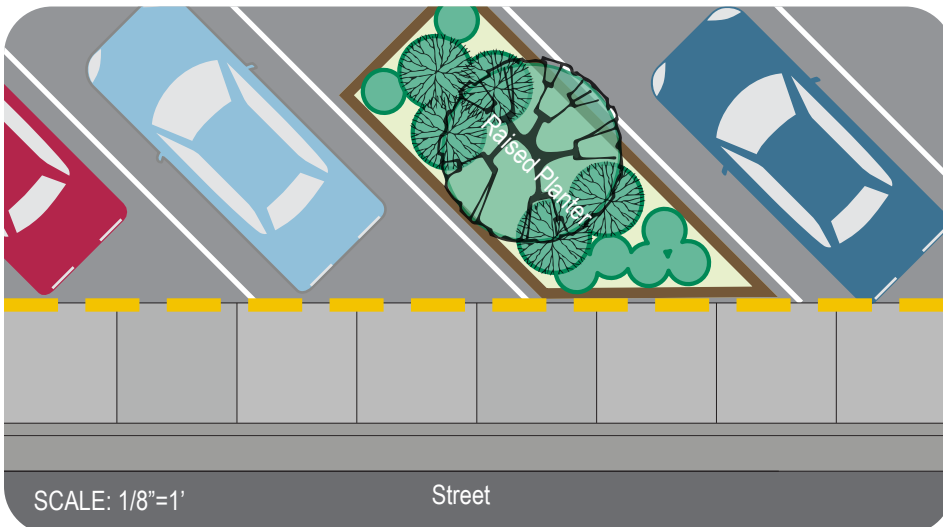
Preferred: Landscape buffer separating sidewalk from back of curb



Preferred: Distance from road is optimized, and still feels public



Least Preferred: Sidewalk adjacent to back of curb



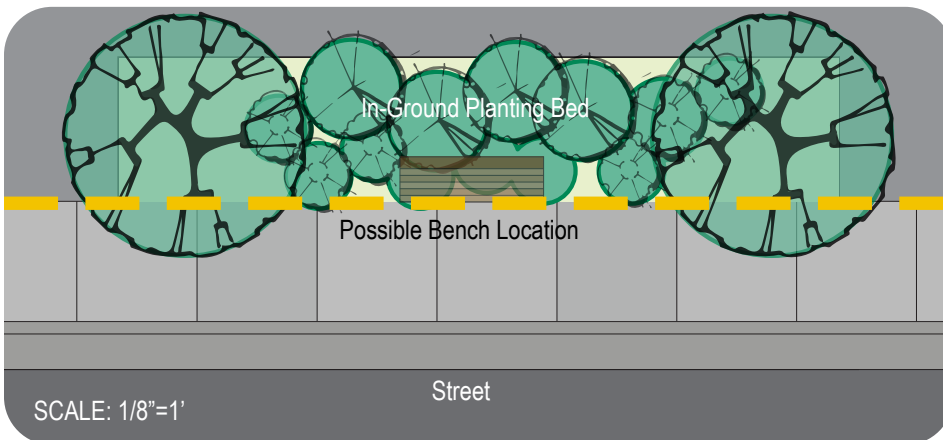
Raised planter for locations where existing conditions require parking extends to the property line

## Beautification

Due to limited rights-of-way widths, collaborating with adjacent property owners will be necessary to achieve streetscape goals.



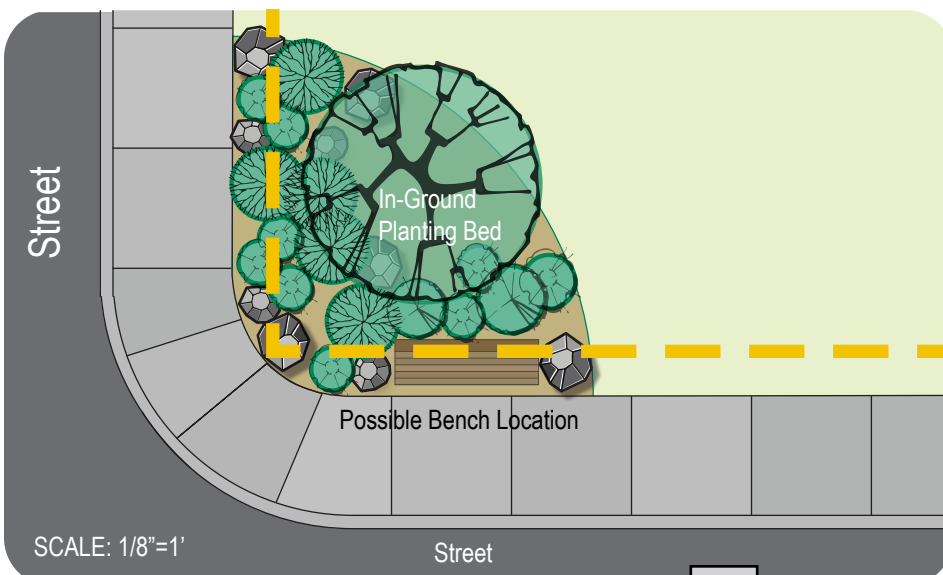
Existing example



In-ground (or raised) planting beds along a property edge where existing conditions allow this use.



Existing examples



In-ground (or raised) planting beds at property corners where existing conditions allow this use.

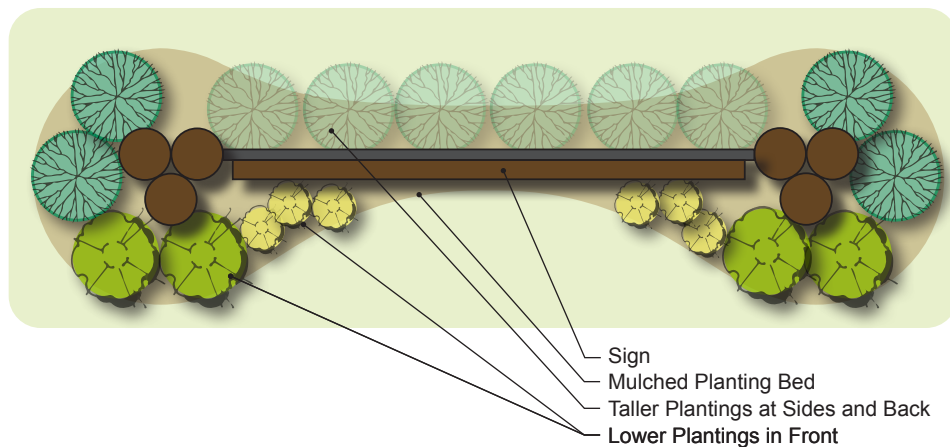


Existing example

## SIGN PLACEMENT & LANDSCAPE DESIGN

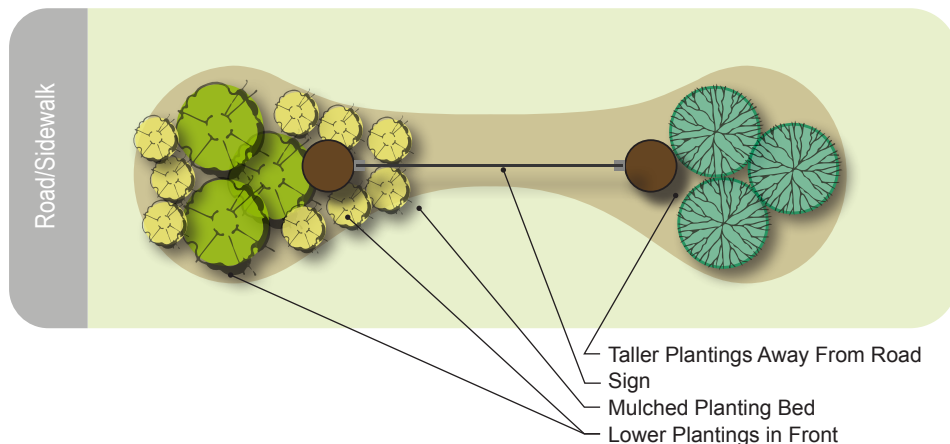
### Gateway Sign

Each gateway sign will have a carved and painted image unique to its location and the character of the area that it represents. Its placement will be guided by safety-related criteria related to the adjacent road, and clear visibility. Adjacent landscaping should complement and emphasize the sign without distracting from it, and could include special elements that relate to the theme of the sign's artwork.



### Vehicular Wayfinding Sign

Placement will be guided by safety-related criteria related to the adjacent road, and clear visibility. Adjacent landscaping should complement and emphasize the sign without distracting from it.

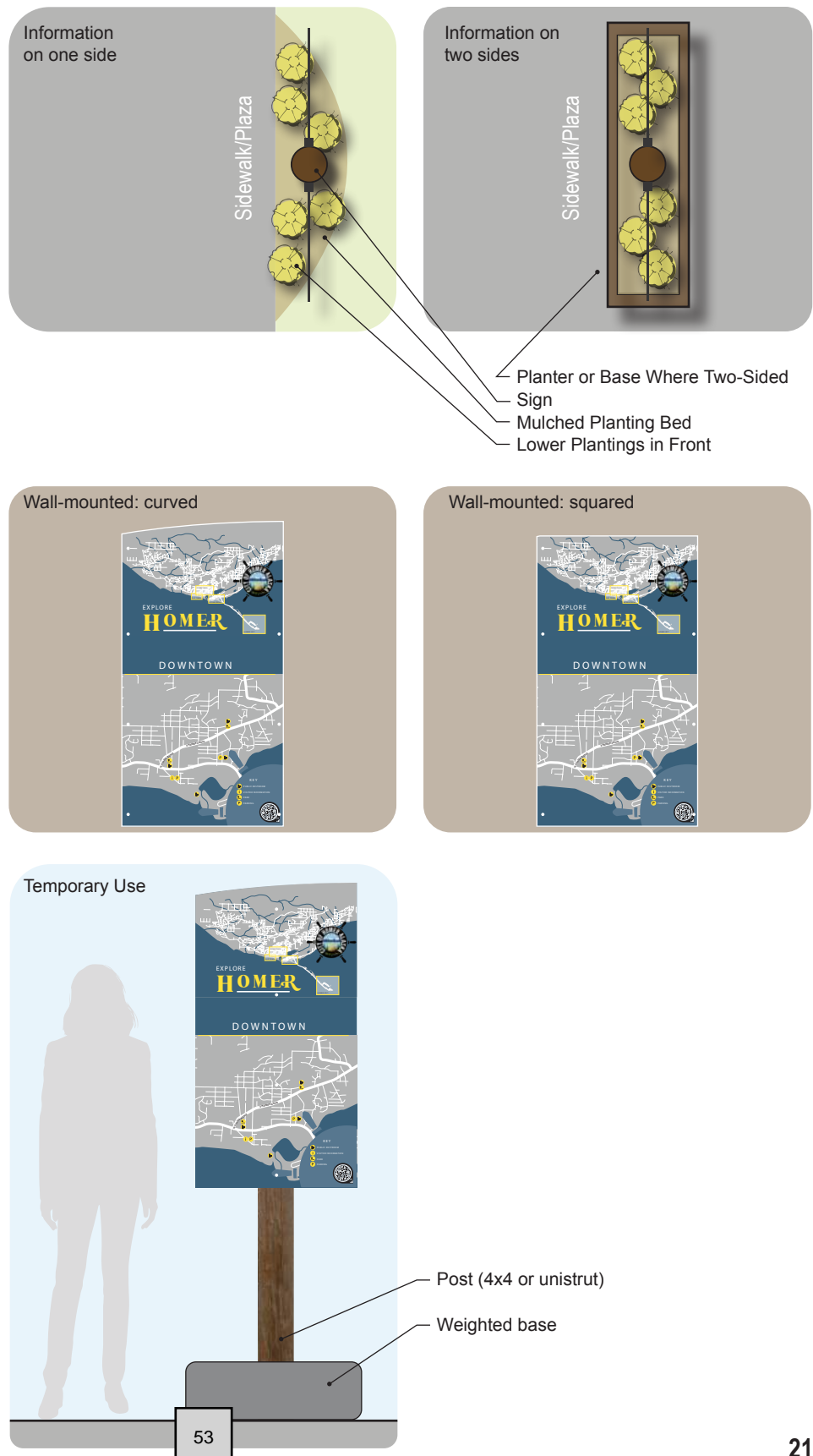


## Pedestrian Orientation

Placement of the sign should be in high-visibility locations. Where the sign is one-sided, it should be placed adjacent to pedestrian area. Where a sign is two-sided or has pedestrian movement around it, it should be provided a base or planter to define it at ground level. This is to meet ADA protruding objects requirements.

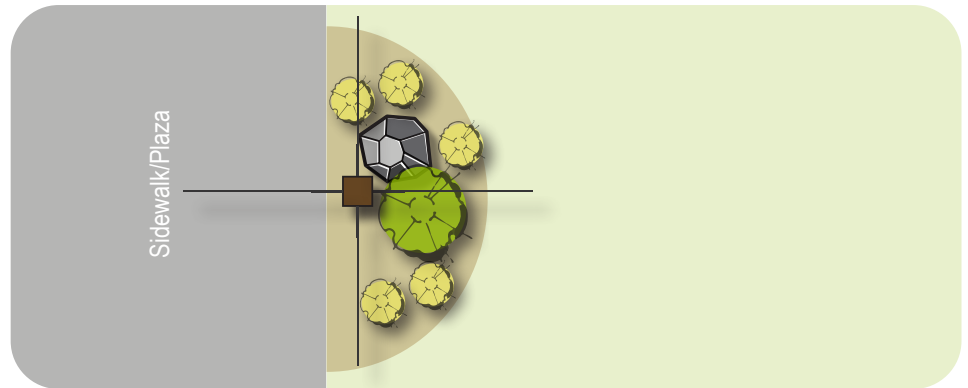
There may be situations where the orientation sign(s) would be mounted to a vertical surface. As the standard design with a curved top has a design specific to being post-mounted, a wall-mounted sign should be reviewed as to whether the curved top design is appropriate for the location or not. If not, simplifying the layout to a squared top may be beneficial. A wall-mounted installation would be expected to be screwed through the face of the sign into the backing substrate. Stainless steel button-head screws with pre-drilled holes are recommended.

There may be situations where the orientation sign(s) would be used seasonally or temporarily. These would be adapted for attachment to a post (bolted through the face of the sign), with the post having a weighted base sized appropriately for stability. For this use, the sign panel could be 1/2" thickness High Pressure Laminate, or a less robust material (such as dibond) with an expected shorter longevity and a higher potential for wear or damage from use or vandalism.



### Pedestrian Wayfinding Post

Placement of the sign should be in high-visibility locations. The bottom-most sign blade shall be greater than 80" above the ground to meet ADA protruding objects requirements. Adjacent landscaping should complement and emphasize the sign without distracting from it.



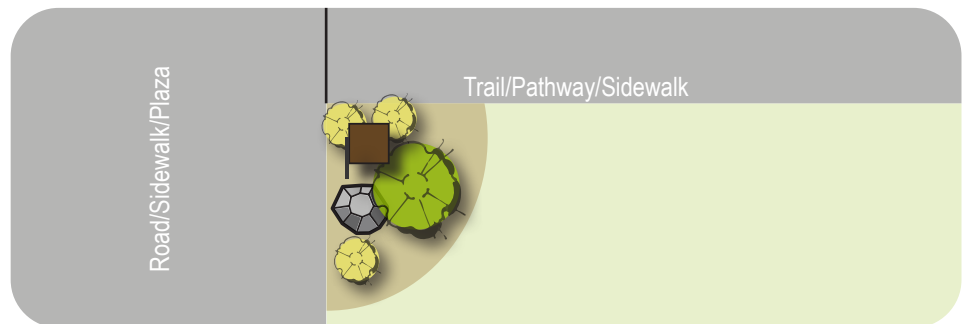
### Pedestrian Wayfinding Bollard

Placement of the sign should be in high-visibility locations. Adjacent landscaping should complement and emphasize the sign without distracting from it.



### Pedestrian Destination

Placement of the sign should be in high-visibility locations. Adjacent landscaping should complement and emphasize the sign without distracting from it.





# PLANT SPECIES

Below is a list of plant species that are climate appropriate. The intent of this list is to provide a very basic list of hardy species that are expected to establish well with suitable soils and watering. Should property owners wish to move beyond these 'basics', they are encouraged to do so based on their own knowledge, or consulting beneficial horticultural expertise for assistance. Basic considerations for use of these plants is to provide them each with the space that they need to mature, consider their height and spread for arrangements (such as taller perennials behind shorter ones), and consider when they might bloom and with what color.

## Evergreen Trees

Spruce - Colorado Green	<i>Picea pungens</i>
Spruce - White	<i>Picea glauca</i>

## Deciduous Trees

Birch - Cutleaf Weeping Birch	<i>Betula papyrifera</i> 'Gracilis'
Birch - Paper	<i>Betula papyrifera</i>
Birch - Parkland Pillar	<i>Betula platyphylla</i> 'Jefpark'
Crabapple	<i>Malus</i> sp.
Crabapple - Siberian	<i>Malus baccata</i>
European Mountain Ash	<i>Sorbus aucuparia</i>
Maple - Helena	<i>Acer platanoides</i> 'Helena'
Siberian Larch	<i>Larix sibirica</i>

## Shrubs

Currant - Alpine	<i>Ribes alpinum</i>
Forsythia	<i>Forsythia ovata</i>
Honeysuckle - Arnold Red	<i>Lonicera tatarica</i> 'Arnold Red'
Lilac	<i>Syringa vulgaris</i>
Mock Orange	<i>Philadelphus lewissii</i>
Ninebark	<i>Physocarpus opulifolius</i>
Potentilla (numerous good options)	<i>Potentilla</i> sp.
Rose (numerous good options)	<i>Rose</i> sp.
Spirea (numerous good options)	<i>Spiraea</i> sp.

## Perennials

Astilbe (numerous good options)	<i>Astilbe</i> sp.
Daylily (numerous good options)	<i>Hemerocallis</i> sp.
Elephant Ears	<i>Bergenia cordifolia</i>
Goatsbeard	<i>Aruncus dioicus</i>
Hosta (numerous good options)	<i>Hosta</i> sp.
Iris - Siberian	<i>Iris sibirica</i>
Iris - Wild	<i>Iris setosa</i>
Ligularia (numerous good options)	<i>Ligularia</i> sp.
Peony (numerous good options)	<i>Paeonia</i> sp.
Rhubarb	<i>Rheum palmatum</i>

## Perennials - Grasses

Feather Reed Grass - Eldorado	<i>Calamagrostis x acutiflora</i> 'Eldorado'
Feather Reed Grass - Karl Foerster	<i>Calamagrostis x acutiflora</i> 'Karl Foerster'
Feather Reed Grass - Overdam	<i>Calamagrostis x acutiflora</i> 'Overdam'
Crinkled Hair Grass - Aurea	<i>Deschampsia flexuosa</i> 'Aurea'
Tufted Haigrass - Bronze Veil	<i>Deschampsia cespitosa</i> 'Bronzeschleier'

## Perennials - Ferns

Lady Fern	<i>Athyrium filix-femina</i>
Ostrich Fern	<i>Matteuccia struthiopteris</i>
Wood Fern	<i>Dryopteris erythrosora</i>

## Perennials - Vines

Clematis	<i>Ranunculaceae</i> sp.
Hops	<i>Humulus</i> sp.
Kiwi Vine - Variegated	<i>Actinidia kolomikta</i> 'Arctic Beauty'