



Homer City Hall

491 E. Pioneer Avenue

Homer, Alaska 99603

www.cityofhomer-ak.gov

City of Homer Agenda

**Planning Commission Worksession
Wednesday, February 19, 2020 at 5:30 PM
City Hall Cowles Council Chambers**

CALL TO ORDER, 5:30 P.M.

AGENDA APPROVAL

DISCUSSION TOPIC(S)

- A Presentation on the Proposed Medical District **additional information on p. 19 of the regular meeting packet**
- B Neighborhood Open House
- C Discussion of regular meeting agenda items (time permitting)

COMMENTS OF THE AUDIENCE (3 minute time limit)

COMMENTS OF THE COMMISSION

ADJOURNMENT, 6:20 P.M.



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City of Homer Agenda

**Planning Commission Regular Meeting
Wednesday, February 19, 2020 at 6:30 PM
City Hall Cowles Council Chambers**

CALL TO ORDER, 6:30 P.M.

AGENDA APPROVAL

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

RECONSIDERATION

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

A. Minutes of the February 5, 2020 Planning Commission Meeting **p. 3**

B. Decisions & Findings Document for CUP 20-04, to allow a 7,200 square foot equipment storage building at 3385 East End Road **p. 11**

PRESENTATIONS / VISITORS

REPORTS

A. Staff Report 20-14, City Planner's Report **p. 17**

PUBLIC HEARINGS

PLAT CONSIDERATION

PENDING BUSINESS

A. Staff Report 20-15, Medical District Planning **p. 19**

NEW BUSINESS

A. Staff Report 20-16 Resolution 20-008(S) Seafarer's Memorial **p. 37**

B. Staff Report 20-17, Special Assessment District (SAD) priorities for the Homer Accelerated Water and Sewer Program (HAWSP) **p. 55**

INFORMATIONAL MATERIALS

- A. [City](#) Manager Report for February 10, 2020 City Council Meeting **p. 77**

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

COMMENTS OF THE STAFF

COMMENTS OF THE COMMISSION

ADJOURNMENT

Next Regular Meeting is Wednesday March 4, 2020 at 6:30 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska. Meetings will adjourn promptly at 9:30 p.m. An extension is allowed by a vote of the Commission

Session 20-03, a Regular Meeting of the Planning Commission was called to order by Chair Venuti at 6:30 p.m. on February 5, 2020 at Cowles Council Chambers in City Hall located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONERS VENUTI, PETSKA-RUBALCAVA, HIGHLAND, SMITH

ABSENT: COMMISSIONER BENTZ (EXCUSED), DAVIS (EXCUSED), BOS

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

The Commission met in a worksession at 5:30 p.m. prior to the meeting. On the agenda was a presentation from Derotha Ferraro, Director of Public Relations and Marketing, Lane Chesley former Board member and Advisor on the issue of the Medical District and Glen Radtke, Facilities Director with South Peninsula Hospital on the Hospital, Services, Demographics for the Southern Peninsula, Facilities owned and leased, the number of emergency visits by Ambulances and Air and the average number of visits in an eight hour day. The benefits to creation of a Medical or Health Care District and offered some recommendations and/or considerations during the creation of the district.

APPROVAL OF THE AGENDA

Chair Venuti called for a motion to approve the agenda as presented.

SMITH/HIGHLAND – SO MOVED.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENT ON ITEMS ALREADY ON THE AGENDA

RECONSIDERATION

ADOPTION OF CONSENT AGENDA

- A. Planning Commission Regular Meeting Minutes of January 15, 2020
- B. Decisions & Findings Document for CUP 20-03, to allow townhouse developments at 436 & 450 Soundview Ave.

Chair Venuti requested a motion to approve the Consent Agenda.

HIGHLAND/SMITH – SO MOVED.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

VISITORS/PRESENTATIONS

REPORTS

A. Staff Report 20-10, City Planner's Report

City Planner Abboud provided a summary of Staff Report 20-10 and commented further on the following:

- Council rescinded the moratorium on Water and Sewer Special Assessment Districts
- HAWSP will be on the agenda at the next meeting
- The Nomar rezone has been approved
- The Sign Ordinance is developing into something larger and they may need to revamp the whole code.

Commissioner Attendance at Council – Commissioner Petska-Rubalcava will attend the March 9, 2020 Council meeting; and Commissioner Smith will attend the Council meeting March 23, 2020.

Commissioner Highland requested that they add a discussion on clear cutting or limiting the removal of mature trees by developers.

There was a brief discussion on speaking with someone who is more knowledgeable on landscaping and vegetation.

PUBLIC HEARING(S)

A. Staff Report 20-11, Conditional Use Permit (CUP) 20-04 to allow a 7,200 square foot equipment storage building at 3385 East End Road

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

City Planner Abboud provided a summary of Staff Report 20-11 and highlighted the following:

- Impervious coverage
- Lot size of 12.5 acres
- Parking

- Requirement to screen the green areas adjacent to East End Road

Buck Jones, applicant, East Road Services commented on the building that was constructed a few years ago by Steiner's North Star Construction and while the building accommodates some of their needs it does not cover the increasing need of storage for storing and keeping equipment and materials out of the weather. He noted that there is space along East End Road to plant spruce trees to comply with the screening requirements.

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

City Planner Abboud responding to a request for clarification on the Conditional Use numbering confirmed that it should reflect 20—04.

SMITH/PETSKA-RUBALCAVA - MOVE TO ADOPT STAFF REPORT 20-11 AND APPROVE CONDITIONAL USE PERMIT 20-04 WITH FINDINGS 1-10 AND CONDITION 1 AS FOLLOWS: SCREENING SHALL BE REQUIRED ON EXISTING GREEN AREAS OF THE LOT ADJACENT TO EAST END ROAD PER HCC 21.27.040(f) SCREENING MAY CONSIST OF WALLS, FENCES, LANDSCAPED BERMS, EVERGREEN PLANTINGS OR ANY COMBINATION THEREOF.

There was a brief discussion on dates reflected in the report from the Corps of Engineers and that a recommendation to the Applicant to contact the Corps about correction can be made by the Planning staff.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PLAT CONSIDERATION

PENDING BUSINESS

- A. Staff Report 20-12, Amending the Homer Planning Commission Policies & Procedures Manual to form specific procedures for deliberations of quasi-judicial actions.

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

City Planner Abboud noted the updates to the Procedures and Policies Manual and that a motion is requested.

HIGHLAND/SMITH MOVE TO APPROVE THE PLANNING COMMISSION POLICIES AND PROCEDURES MANUAL AS AMENDED AND FORWARD TO CITY COUNCIL FOR APPROVAL AT THE NEXT AVAILABLE MEETING.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

B. Staff Report 20-13, Medical District Planning

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

Deputy City Planner Engebretsen reviewed Staff Report 20-13 and noted that they have received several comments on the district and copies were provided. She further stated that based on the outcome of tonight's meeting she is prepared to mail out approximately 300 notices for a Neighborhood Meeting for the next worksession. Ms. Engebretsen provided a brief outline on how she envisions the Neighborhood meeting to be conducted. Since there are no Public Hearing scheduled for the next meeting the public can comment on the record at the regular meeting.

Deputy City Planner Engebretsen then requested the Commission to review the proposed draft map and fielded comments from the Commissioners on the following:

- Boundaries/District to exclude the lots along Fairview from Swatzell to Main Street since they are smaller and residential in nature
- Keeping the lots in the district would actually increase the value to the lots
- Some lots have been improved and some are ripe for development but those lots would still remain Residential Office
- property owners being able to opt out of the district
- building heights would be later on the agenda
- waiting to see how the public reacted before changing the boundaries of the proposed district
- Property owners are not going to be interested in attending multiple meetings
- Consideration of the public comments received from the Neighborhood Meeting
- Notice will be mailed out when a Public Hearing will be conducted on the final proposed district
- Recommendation to have clean lines for the boundaries and not having a lone parcel

The Commission agreed by consensus on the draft medical district map as presented.

Deputy City Planner Engebretsen provided guidance on the parking issue in response to Commissioner Highland's question on land with regards to the parking issue at the hospital.

Commissioner Smith expressed concerns on allowing hostel, noting that he was fine with B & B's and having facilities available nearby for families of patients to stay close but was concerned with how the general public would view them.

A general discussion ensued on the differences between hostel, B & B and rooming house and that currently were permitted outright in Residential Office. Similar experiences were shared on facilities offered by Providence in Anchorage.

Deputy City Planner Engebretsen reviewed the definition of hostel for the Commission.

Concerns were expressed that if hostels were allowed then that may encourage people to jump on the Air B & B bandwagon and the intent to provide for the medical aspect would be negated.

SMITH/HIGHLAND MOVED TO STRIKE THE TERM "HOSTEL" FROM LINE 25 OF THE DRAFT ORDINANCE.

There was no further discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Deputy City Planner Engebretsen continued her review of the recommended permitted uses noting the following:

- retail would be allowed as an accessory use to the principle permitted use
- more than one building containing a permitted principle use on a lot, which is what triggers the most conditional use permits
- parking lots and mobile food services
- allowing small restaurants and/or cafés would be difficult due to Land Use conflicts with the residential aspects but having a Coffee Shop in the building such as Homer Medical would be allowed since it is assumed that it is providing for those personnel and clients
- towers would be addressed in another section at a future meeting
- if they were going to regulate chickens more than what is currently regulated they should address that city-wide not by district.

City Planner Abboud questioned eliminating the more than one building. Ms. Engebretsen responded that Line 56 would allow more than one building.

Hearing no further questions from the Commissioners she proceeded to review the conditionally permitted uses noting the following:

- requiring group care homes to be conditionally permitted while nursing homes, convalescent homes, homes for the aged and assisted living homes which are similar facilities are permitted outright
- Shelter for the homeless

A brief discussion ensued on the applicability of Homeless Shelters being appropriate in a professional/residential district, being allowed in two other districts, demographic requiring a homeless shelter may require medical services.

The Commission agreed by consensus to remove shelters for the homeless as a conditional permitted use.

Deputy City Planner Engebretsen then focused on the Building Height, noting that it was not the appropriate area to address this but requested input from the Commission on allowing buildings over 35 feet.

A brief discussion on changing the parameters to allow a building over 35 feet and not inclusive of the roof design, present what a five story building would look like, and the requirement of Fire Marshall review and approval.

There was consensus among the Commission on planning for the future to allow as a conditional use buildings over 35 feet.

Discussion ensued on limiting helipads/heliport and consideration of allowing Heliports in the General Commercial Two district. There are concerns on the industrial aspects with the storage of fuels, etc. There is recognition that helicopter traffic will increase over time and it is appropriate in the area of the airport which would require a zoning change.

Next the Commission discussed the landscaping and/or screening requirements shown on line 111 of the draft ordinance requiring new non-residential construction be screened from existing residential single family or duplex dwellings and obscuring the view of a parking lot from those dwellings. Deputy City Planner Engebretsen noted that it would not apply if a residential dwelling was built next to an existing commercial facility.

Deputy City Planner Engebretsen then noted that the site development standards were almost identical to the Residential Office District with the following exception:

- Parking Lots with a minimum of 24 spaces will be required to have 10% landscaped area in dividers, islands or buffers adjacent or within the parking lot

There was a brief discussion on the existing code reflected on page 73 of the packet will still apply regarding Site Development Standards – Landscaping requirements.

Deputy City Planner Engebretsen reviewed the following comments made in Mr. Lund's letter that was provided as a laydown.

- The traffic study was recommended by the Commission when the Transportation Plan was updated. Mr. Lund approved that recommendation.
- He did not approve of the landscaping requirements believing that they were too minimal
- Mr. Lund supported allowing taller buildings
- The apparently approve of the boundaries as proposed.
- He would prefer to see Danview area as residential office.
- The city is working on a traffic calming manual and sidewalks would be preferred but as a consideration for the future and the needs grow the Commission can discuss that issue.
- Since this area is the emergency route it may not be a consideration to reduce the speed limit or put speed tables, etc.

NEW BUSINESS

INFORMATIONAL MATERIALS

A. City Manager Report for January 13, 2019 City Council Meeting

COMMENTS OF THE AUDIENCE

COMMENTS OF THE STAFF

COMMENTS OF THE COMMISSION

Commissioner Petska-Rubalcava announced that she would be absent for the March 18, 2020 meeting.

Commissioner Smith commented that it was a good meeting and he appreciated all the work that was done for the medical district. He further stated that for him with this type of development, it brings the question forward, "Is our Transportation Plan sufficient?" At some point in the near future they need to address some issues if they develop a medical district, Main Street has to change. They will need to pay attention to some things. If the medical district does promote large use resources, buildings and facilities, and things like that, then Bartlett will not be sufficient and Main Street will become more dangerous. In the future they will have to really evaluate the Transportation Plan.

Chair Venuti commented that he had nothing further to add and agreed it was an interesting meeting.

ADJOURN

There being no further business to come before the Commission, the meeting adjourned at 8:00 p.m. The next regular meeting is scheduled for Wednesday, February 19, 2020 at 6:30 p.m. in the City Hall Cowles Council Chambers. There is a Neighborhood Meeting for the Medical District in lieu of a worksession scheduled at 5:30 p.m. prior to the meeting.

RENEE KRAUSE, MMC, DEPUTY CITY CLERK

Approved: _____

HOMER ADVISORY PLANNING COMMISSION

Approved CUP 2020-04 at the Meeting of February 5, 2020

Address: 3385 East End Road

Legal Description: T 6S R 13W SEC 11 Seward Meridian HM 0850122 PUFFIN ACRES SUB LOT 4 BLK 1

DECISION

Introduction

Buck Jones (the “Applicant”) applied to the Homer Advisory Planning Commission (the “Commission”) for a Conditional Use Permit under Homer City Code HCC 21.27.040(d), which allows a lot in the East End Mixed Use District to develop more than 8,000 square feet of building area (all buildings combined).

The application was scheduled for a public hearing as required by Homer City Code 21.94 before the Commission on February 5, 2019. Notice of the public hearing was published in the local newspaper and sent to 16 property owners of 18 neighboring parcels.

At the February 5, 2019 meeting of the Commission, four Commissioners were present and voted in unanimous consent to approve CUP 2020-04, with findings 1-10 and 1 condition.

Evidence Presented

City Planner Abboud reviewed the staff report. The Applicant testified that his plan for screening was to plant a row of spruce trees in the green areas adjacent to East End Road. There was no public testimony.

Findings of Fact

After careful review of the record, the Commission approves Condition Use Permit 2020-04 with findings 1-10 and 1 condition.

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

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

Finding 1: Applicable code authorizes over 8,000 square feet of building area with an approved CUP.

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

Finding 2: The proposed building expands the use of a business that requires motor vehicle access and a larger land area and is, therefore, compatible with the purpose of the East End Mixed Use district.

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

Finding 3: The addition of a commercial building is not expected to have a negative effect on property values more so than other permitted or conditionally permitted uses in this district.

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

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

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

Finding 5: Public services and facilities are adequate to serve the existing and proposed uses and structures.

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

Finding 6: The proposal is not expected to 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.

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

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

Finding 8: An approved CUP along with the zoning permit process addresses applicable regulations of the proposed structure prior to construction.

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

Finding 9: No evidence has been found that the proposal is contrary to the applicable land use goals and objects of the Comprehensive Plan.

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

Finding 10: The Community Design Manual does not apply in the East End Mixed Use District.

HCC 21.71.040(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.**
- 2. Fences, walls and screening.**
- 3. Surfacing of vehicular ways and parking areas.**
- 4. Street and road dedications and improvements (or bonds).**
- 5. Control of points of vehicular ingress and egress.**
- 6. Special restrictions on signs.**
- 7. Landscaping. Condition 1:** Screening shall be required on existing green areas of the lot adjacent to East End Road, per HCC 21.27.040(f), screening may consist of walls, fences, landscaped berms, evergreen plantings, or any combination thereof.
- 8. Maintenance of the grounds, buildings, or structures.**
- 9. Control of noise, vibration, odors, lighting or other similar nuisances.**
- 10. Limitation of time for certain activities.**
- 11. A time period within which the proposed use shall be developed and commence operation.**
- 12. A limit on total duration of use or on the term of the permit, or both.**
- 13. More stringent dimensional requirements, such as lot area or dimensions, setbacks, and building height limitations. Dimensional requirements may be made more lenient by conditional use permit only when such relaxation is authorized by**

other provisions of the zoning code. Dimensional requirements may not be altered by conditional use permit when and to the extent other provisions of the zoning code expressly prohibit such alterations by conditional use permit.

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

Conclusion: Based on the foregoing findings of fact and law, Conditional Use Permit 2020-04 is hereby approved, with Findings 1-10 and Condition 1.

Condition 1: Screening shall be required on existing green areas of the lot adjacent to East End Road, per HCC 21.27.040(f), screening may consist of walls, fences, landscaped berms, evergreen plantings, or any combination thereof.

Date

Chair, Franco Venuti

Date

City Planner, Rick Abboud

NOTICE OF APPEAL RIGHTS

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

CERTIFICATION OF DISTRIBUTION

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

Date

Travis Brown, Planning Technician

Buck Jones
P.O. Box 1723
Homer, AK 99603

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

Michael Gatti
JDO Law
3000 A Street, Suite 300
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(p) 907-235-3106

(f) 907-235-3118

TO: Homer Advisory Planning Commission
FROM: Rick Abboud AICP, City Planner
DATE: February 19, 2020
SUBJECT: Staff Report 20-14 City Planner's Report

City Council 2/10/20

Nothing oriented to the Planning Commission was on the agenda at the last meeting. Although, the Planning Office has been tasked with the unenviable duty of bag ordinance enforcement. There was the introduction of an ordinance 20-08 to further define what biodegradable/compostable standards are acceptable. This is scheduled for a hearing at the meeting of February 24th.

Training

Julie attended the Alaska Planning Conference and found discussions of nonconformities particularly interesting.

Commissioners Bentz and Petska-Rubalcava attended the Planning Commissioner Training. Additionally, Commissioner Bentz received a Leadership Award for 2019 Planning Advocate of the Year.

Work list

- Green Infrastructure –
- Medical district – on agenda
- Transportation plan – Memo to council
- Signs – ordinance turned in for attorney review **
- Tree preservation – researching for a future worksession

City Council report sign up

2.24.20 Bos

3.9.20 Petska-Rubalcava

3.23.20 Smith

4.13.20

4.27.20



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Staff Report PL 20-15

TO: Homer Planning Commission
THROUGH: Rick Abboud, City Planner
FROM: Julie Engebretsen, Deputy City Planner
DATE: February 19, 2020
SUBJECT: Medical District

Requested action: Listen to citizen comments on the draft ordinance and consider any changes to the draft map and zoning text. Time allowing, provide feedback to staff on the sign code and tall tower code amendments.

Introduction

The work session will be a neighborhood meeting. Approximately 287 letters were mailed to property owners inviting them to the meeting. A map and copy of the draft ordinance were included. Information was posted on the City main website as well as the Planning Department page. This information will be updated as the process moves forward. Staff has had a few phone calls and walk in customers with questions, but generally a low level of response.

At the work session, staff will make a presentation about the project, and will facilitate a question and answer session. If we have a large turnout (more than 30 people or so), staff will separate into groups. Toward the end of the work session, people can comment to the Commission, or they can wait and comment during the regular meeting.

Next Steps

With citizen feedback from the meeting, the Commission can decide if there are topics they would like to further refine. Beyond citizen feedback on the draft medical District, there are two other sections of code that need to be addressed; the sign code, and tall structures.

Sign code

Staff recommends using similar sign code provisions to the existing Residential Office zoning district. That district has a large sign allowance for major streets; staff recommends making this allowance district wide. The end result is that a property can have 50 square feet of signage. Additionally, external illumination should be allowed. Staff has provided a draft sign code, using a mixture of existing Residential and Central business District sign codes as a

model. The Medical District has a draft sign area of 50 square feet, which is existing code along Bartlett Street. More sign types have been allowed. Please see attachments. Amendments are proposed:

Line 19: adding the MD to the Key for Tables 1-2

Line 22: adding the MD to Table 1, Sign Types

Line 49: adding MD to Table 2 Part A, Maximum Total Sign Area Per Lot by Zoning District

Line 68: removing reference to areas that will change from RO to MD

Line 74: adding language regulating freestanding signs in MD

Line 79: adding MD to Table 3, Permitted Sign Characteristics by Zoning District

Staff recommendations: Provide any guidance on the sign code amendments.

Tall Towers

Staff recommends tall tower regulations stay the same for this area. HCC 21.58.030 would be amended as follows:

21.58.030 Permission for communications towers.

- a. Except as provided in subsection (b) of this section, a communications tower is permitted as a principal or accessory use or structure in each zoning district.
- b. A communications tower that exceeds the following maximum height for the zoning district in which the communications tower is located is permitted only when authorized by conditional use permit issued in accordance with Chapter 21.71 HCC.

District	Maximum Height (feet)
CBD	60
TC	60
GBD	60
GC1	120
RO	85
<u>MD</u>	<u>85</u>
UR	60
RR	85

District	Maximum Height (feet)
CONS	60
GC2	120
EEMU	120
MI	120
MC	120
OSR	60
BCWPD	120

Staff Recommendation

Listen to citizen comments on the draft ordinance and consider any changes to the draft map and zoning text. Time allowing, provide feedback to staff on the sign code and tall tower code amendments.

Attachments

1. Neighborhood invitation
2. Draft sign code amendments



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February 6, 2020

Dear Landowner,

You are invited to a neighborhood meeting regarding two proposed zoning changes in your area. Attached to this letter is a map of the proposed Medical Zoning District boundaries, and a copy of the draft zoning code. The purpose of the meeting is to give residents the opportunity to learn about the potential zoning changes and have a conversation with the Planning Commission. This is not a public hearing and no final decisions will be made.

Why are changes being proposed? Homer City Council passed a six month moratorium on new professional offices and clinics and directed the Planning Commission to look at how the area around the hospital is developing. Recently, several new medical clinics have gone through the permitting process and there have been neighborhood concerns about traffic and land use. The moratorium area is north of Fairview up to the hospital, and includes properties from Bartlett east to Main Street. To date, the Planning Commission has created a draft map and zoning code. With these items on paper, the Commission is ready to fine tune the proposals with your input.

When: 5:30-6:20 pm, Wednesday February 19th. Presentation at 5:30, followed by questions and discussion

Where: 491 E Pioneer Ave, Homer City Hall Cowles Council Chambers

Who: Landowners, area residents, Homer Planning Commission and Planning Department Staff

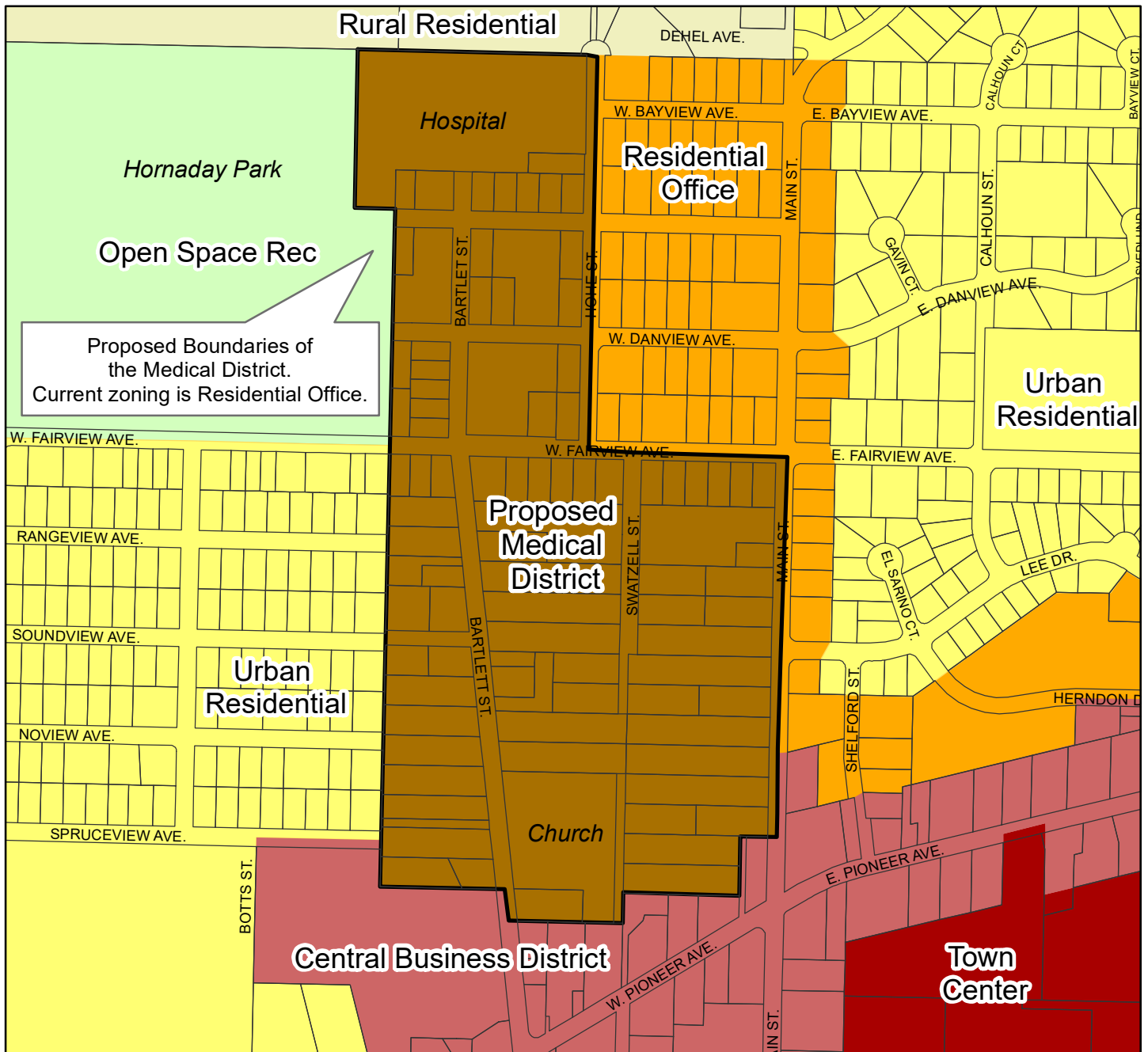
What happens next? The Council tasked the Commission to respond by June 30th. Between now and June, there is ample time to hold another neighborhood meeting if desired. There will also be formal public hearing, prior to the June 30th deadline.

For more information, call 235-3106 to speak with City Planner Rick Abboud, or Deputy City Planner Julie Engebretsen. Or visit the Planning Department website at <https://www.cityofhomer-ak.gov/planning>

Sincerely,

Rick Abboud, AICP
City Planner

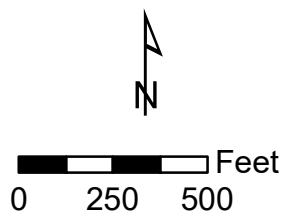
Proposed Medical District Boundaries and Current Zoning



Legend

Current Zones

- Central Business District
- Town Center
- Rural Residential
- Urban Residential
- Residential Office
- Open Space Rec
- Medical District Draft Boundary



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City of Homer
Planning and Zoning Department

1/29/2020

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

Chapter 21.XX

M MEDICAL DISTRICT

Sections:

- 21.XX.010 Purpose.
- 21.XX.020 Permitted uses and structures.
- 21.XX.030 Conditional uses and structures.
- 21.XX.040 Dimensional requirements.
- 21.XX.050 Site and access.
- 21.XX.060 Traffic requirements.
- 21.XX.070 Site development standards.
- 21.XX.080 Nuisance standards.
- 21.XX.090 Lighting standards.

21.XX.010 Purpose.

The purpose of the medical district is to provide an area near the hospital to support allied industries and other professional office and limited commercial uses. The district is meant to accommodate a mixture of residential and nonresidential uses with conflicts being resolved in favor of nonresidential uses. Pedestrian-friendly designs and amenities are encouraged.

21.XX.020 Permitted uses and structures.

The following uses are permitted outright in the Medical District:

- a. Single-family and duplex dwelling, excluding mobile homes;
- b. Multiple-family dwelling, provided the structure conforms to HCC 21.14.040(a)(2) and excluding mobile homes;
- c. Public parks and playgrounds;
- d. Rooming house, bed and breakfast;
- e. Townhouses; (compliant w 21.53.010 (g) and (h))
- f. Home occupations; provided they conform to the requirements of HCC 21.51.010;
- g. Professional offices and general business offices;
- i. Day care facilities
- j. Day care homes
- k. Personal services;
- l. Museums, libraries and similar institutions;

- 32 m. Nursing facilities, convalescent homes, homes for the aged, assisted living homes;
- 33 n. Religious, cultural and fraternal assembly;
- 34 o. Storage of the occupant's personal commercial fishing gear in a safe and orderly manner and
35 separated by at least five feet from any property line as an accessory use incidental to a
36 permitted or conditionally permitted principal use;
- 37 p. Private exterior storage of the occupant's personal noncommercial equipment, including
38 noncommercial trucks, boats, campers and not more than one recreational vehicle in a safe and
39 orderly manner and separated by at least five feet from any property line as an accessory use
40 incidental to a permitted or conditionally permitted principal use;
- 41 q. Other customary accessory uses to any of the permitted uses listed in the Residential Office
42 District; provided, that no separate permit shall be issued for the construction of any detached
43 accessory building prior to that of the main building;
- 44 r. The outdoor harboring or keeping of dogs, small animals and fowl as an accessory use in a
45 manner consistent with the requirements of the Homer City Code and as long as such animals
46 are kept as pets and their numbers are such as not to unreasonably annoy or disturb occupants
47 of neighboring property;
- 48 s. Recreational vehicles, subject to the standards set out in HCC 21.54.320;
- 49 t. As an accessory use, one small wind energy system per lot having a rated capacity not
50 exceeding 10 kilowatts;
- 51 u. Mobile food services
- 52 v. Retail as an accessory use to a permitted principle use
- 53 w. Sale of durable and non-durable medical supplies and equipment
- 54 x. More than one building containing a permitted principal use on a lot;
- 55 y. Parking lots

56 **21.XX.030 Conditional uses and structures.**

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

- 59 a. Planned unit developments, excluding all industrial uses;
- 60 b. Public or private schools;
- 61 c. Hospitals;
- 62 d. Public utility facilities and structures;

- e. Mortuaries;
- f. Group care homes;
- g. Helipads, but only as an accessory use incidental to a hospital conditional use;
- h. One small wind energy system having a rated capacity exceeding 10 kilowatts; provided, that it is the only wind energy system of any capacity on the lot;
- i. Other uses approved pursuant to HCC 21.04.020.

21.XX.040 Dimensional requirements.

The following dimensional requirements shall apply to all structures and uses in the Medical District:

a. The minimum lot size is 7,500 square feet.

b. Building Setbacks.

- 1. Buildings shall be set back 20 feet from all dedicated rights-of-way.
- 2. All buildings shall be set back from all other lot boundary lines according to the number of stories as follows:

Number of Stories	Setback (in feet)
1 story	5 feet
1 1/2 stories	6 feet
2 stories	7 feet
2 1/2 stories	8 feet

c. Building Height.

1. The maximum building height is 35 feet, except as provided in subsection (c)(2) of this section.

2. If approved by conditional use permit, multifamily residential and commercial buildings up to 85 feet in height may be allowed.

d. 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.

21.XX.050 Site and access.

a. A zoning permit for any nonresidential use or structure shall not be issued by the City without an approved site plan and an approved level two right-of-way access plan that conform to the standards of Chapter 21.73 HCC.

b. All access points to rights-of-way shall conform to the standards of a level two right-of-way access plan stated in Chapter 21.73 HCC. This applies to all uses and structures.

21.XX.060 Traffic requirements.

A conditional use permit is required for every use that:

a. Is estimated to generate more than 100 vehicle trips during any hour of the day calculated utilizing the Trip Generation Handbook, Institute of Transportation Engineers, 9th Edition;

b. Is estimated to generate more than 500 vehicle trips per day calculated utilizing the Trip Generation Handbook, Institute of Transportation Engineers, 9th Edition;

c. Is estimated to generate an increase in the traffic to more than 100 vehicle trips during any hour of the day due to a change in land use or intensity of use; or

d. Is expected to generate traffic that will detract from the safety of, or degrade by one level of service, the highway, road, street, alley or intersection.

21.XX.070 Site development standards.

a. All single-family and duplex residential development in the Residential Office District shall comply with the level one site development standards contained in HCC 21.50.020.

b. All residential development of three units or more and all nonresidential on lands in this district shall conform to the level two site development standards set forth in HCC 21.50.030 subsections (a) through (e), and HCC 21.50.030(f)(1)(a) and HCC 21.50.030(f)(2). Parking lots with a minimum of 24 spaces or more shall provide a minimum of 10% landscaped area in dividers, islands or buffers or any combination thereof, adjacent or within the parking area.

c. New non-residential construction shall be screened from existing single family or duplex dwellings by a fence or landscaping so as to obscure the view of the parking lot and loading areas from the adjacent dwelling.

21.XX.080 Nuisance standards.

The nuisance standards of HCC 21.59.010 apply to all development, uses, and structures in this zoning district.

21.XX.090 Lighting standards.

The level one lighting standards of HCC 21.59.030 apply to all development, uses, and structures in this zoning district.

21.60.060 Signs on private property.

a. Signs shall be allowed on private property in the City only in accordance with Table 1. If the letter “A” appears for a sign type in a column, such sign type is allowed without prior permit approval in the zoning district represented by that column. If the letter “P” appears for a sign type in a column, such sign type is allowed only with prior permit approval in the zoning district represented by that column. Special conditions may apply in some cases. If the letter “N” appears for a sign type in a column, such sign type is not allowed in the zoning district represented by that column under any circumstances. If the letters “PH” appear for a sign type in a column, such sign type is allowed in the zoning district represented by that column only with prior approval by the Commission after a public hearing.

b. Although permitted under subsection (a) of this section, a sign designated by an “A” or “P” in Table 1 shall be allowed only if:

1. The sum of the area of all building and freestanding signs on the lot does not exceed the maximum permitted sign area for the zoning district in which the lot is located as specified in Table 2; and

2. The characteristics of the sign conform to the limitations of Table 3, Permitted Sign Characteristics by Zoning District, and with any additional limitations on characteristics listed in Table 1 or Table 2.

c. A sign type that is not listed on the following tables is prohibited.

Key to Tables 1 through 3			
RR	Rural Residential	GBD	Gateway Business District
UR	Urban Residential	GC1	General Commercial 1
RO	Residential Office	GC2	General Commercial 2
INS	Institutional Uses Permitted in Residential Zoning Districts (a)	EEMU	East End Mixed Use
		MC	Marine Commercial
CBD	Central Business District	MI	Marine Industrial
TC	Town Center District	OSR	Open Space Recreation
MD	Medical District	PS	Public Sign Uses Permit
A = Allowed without sign permit P = Allowed only with sign permit N = Not allowed PH = Allowed only upon approval by the Planning Commission after a public hearing.			

Key to Tables 1 through 3

For parenthetical references, e.g., “(a),” see notes following graphical portion of table.

Table 1

Sign Type	R R	U R	R O	IN S (a)	<u>M</u> <u>D</u>	CB D	T C	GB D	GC 1	GC 2	EEM U	M C	M I	OS R	PS
Freestanding															
Residential (b)	A	A	A	A	<u>A</u>	A	A	A	N	N	N	N	N	A	P H
Other (b)	N	N	N	P	<u>P</u>	P	P	P (i)	A	A	A	P	P	N	P H
Incidental (c)	N	N	A (d)	A (d)	<u>A</u>	A	A	A	A	A	A	A	A	N	N
Building															
Banner	N	N	N	N	<u>N</u>	N	N	N	N	N	N	N	N	N	N
Building Marker (e)	A	A	A	A	<u>A</u>	A	A	A	A	A	A	A	A	A	N
Identification (d)	A	A	A	A	<u>A</u>	A	A	A	A	A	A	A	A	A	N
Incidental (c)	N	N	A (f)	A	<u>A</u>	A	A	A	A	A	A	A	A	N	N
Marquee	N	N	N	N	<u>P</u>	P	P	P	P	P	P	P	P	N	N
Projecting	N	N	N	N	<u>P</u>	P	P	P	P	P	P	P	P	N	N
Residential (b)	A	A	A	N	<u>A</u>	A	A	A	N	N	N	N	N	A	N
Roof, Integral	N	N	N	P	<u>P</u>	P	P	P	P	P	P	P	P	N	N
Suspended	N	N	N	P	<u>P</u>	P	P	P	P	P	P	P	P	N	N
Temporary (g)	P	P	P	N	<u>P</u>		P	P	P	P	P	P	P	N	N
Wall	A	A	A	A	<u>P</u>	P	P	P	P	P	P	P	P	A	A
Window	N	N	A	N	<u>P</u>	P	P	P	P	P	P	P	P	N	N
Miscellaneous															
Flag (h)	A	A	A	A	<u>A</u>	A	A	A	A	A	A	A	A	A	A

Notes to Table 1:

- a. This column does not represent a zoning district. It applies to institutional uses permitted under the zoning code in the RR, UR and RO zoning districts. Institutional is defined as an established organization or corporation of a public, nonprofit, or public safety/benefit nature, i.e., schools, churches, and hospitals.
- b. No commercial message allowed on sign, except for a commercial message drawing attention to goods or services legally offered on the lot.
- c. No commercial message of any kind allowed on sign if such message is legible from any location off the lot on which the sign is located.
- d. Only address and name of occupant allowed on sign.
- e. May include only building name, date of construction, or historical data on historic site; must be cut or etched into masonry, bronze, or similar material.
- f. No commercial message of any kind allowed on sign.
- g. The conditions of HCC 21.60.130 apply.
- h. Flags of the United States, the State, the City, foreign nations having diplomatic relations with the United States and any other flag adopted or sanctioned by an elected legislative body of competent jurisdiction. These flags must be flown in accordance with protocol established by the Congress of the United States for the Stars and Stripes. Any flag not meeting any one or more of these conditions shall be considered a banner sign and shall be subject to regulations as such.
- i. The main entrance to a development in GBD may include one ground sign announcing the name of the development. Such sign shall consist of natural materials. Around the sign grass, flowers and shrubs shall be placed to provide color and visual interest. The sign must comply with applicable sign code requirements.

Table 2. Maximum Total Sign Area Per Lot by Zoning District**Table 2 Part A**

The maximum combined total area of all signs, in square feet, except incidental, building marker, and flags (b), shall not exceed the following according to district:

RR	UR	RO	RO (e)	INS (a)	OSR	PS (d)	MD
4	4	6	50	20	4	32	50

Table 2 Part B

In all other districts not described in Table 2 Part A, the maximum combined total area of all signs, in square feet, except incidental, building marker and flags, shall not exceed the following:

Square feet of wall frontage (c):	Maximum allowed sign area per principal building:
750 s.f. and over	150 s.f.
650 to 749	130 s.f.
550 to 649	110 s.f.
450 to 549	90 s.f.
350 to 449	70 s.f.
200 to 349	50 s.f.
0 to 199	30 s.f.

In all districts covered by Table 2 Part B, on any lot with multiple principal buildings or with multiple independent businesses or occupancies in one or more buildings, the total allowed sign area may be increased beyond the maximum allowed signage as shown in Table 2 Part B, by 20%. This additional sign area can only be used to promote or identify the building or complex of buildings.

In all districts covered by Table 2 Part B, freestanding signs, when otherwise allowed, shall not exceed the following limitations:

Only one freestanding sign is allowed per lot, except one freestanding public sign may be additionally allowed. A freestanding sign may not exceed 10 feet in height. The sign area on a freestanding sign (excluding a public sign) shall be included in the calculation of maximum allowed sign area per lot and shall not exceed the following:

One business or occupancy in one building – 36 sq ft

Two independent businesses or occupancies or principal buildings in any combination – 54 sq ft

Three independent businesses or occupancies or principal buildings in any combination – 63 sq ft

Four or more independent businesses or occupancies or principal buildings in any combination – 72 sq ft

50

51 Notes to Table 2, Parts A and B

52 a. The INS column does not represent a zoning district. It applies to institutional uses
53 permitted under the zoning code in the RR, UR and RO zoning districts. Institutional is defined
54 as an established organization or corporation of a public, nonprofit, or public safety or benefit
55 nature, e.g., schools churches, and hospitals.

56 b. Flags of the United States, the State, the City, foreign nations having diplomatic relations
57 with the United States, and any other flag adopted or sanctioned by an elected legislative body of
58 competent jurisdiction. These flags must be flown in accordance with protocol established by the
59 Congress of the United States for the Stars and Stripes. Any flag not meeting any one or more of
60 these conditions shall be considered a banner sign and shall be subject to regulation as such.

61 c. Square feet of wall frontage is defined as total square footage of wall surface, under the
62 roof, that faces the major access or right-of-way of the business. In the case of a business located
63 on a corner lot, square footage of wall frontage is the total square footage of wall surface, under
64 the roof, on the side of the business with the most square footage.

d. The PS column does not represent a zoning district. It applies to public signs permitted under the zoning code, in all zoning districts.

e. This RO column applies only to lots in that portion of the RO district that abuts East End Road, **Bartlett Street, Hobe Street**, and Pennock Street. Within this area, there is allowed a maximum of 50 square feet total area of all signs (including the ground sign referred to below), except incidental, building marker, and flags (see note (b) above). One ground sign, with a maximum total area of 16 square feet, will be permitted per lot. Each ground sign shall not exceed six feet in height, measured from the base to the highest portion of any part of the sign or supporting structure.

f. **In the Medical District, only one freestanding sign is allowed per lot, except one freestanding public sign may be additionally allowed. A freestanding sign may not exceed 10 feet in height or 36 square feet in area.**

Table 3. Permitted Sign Characteristics by Zoning District

Sign Type	RR	UR	RO	INS (a)	MD	CBD	TC	GBD	GC1	GC2	EEMU	MC	MI	OSR	PS (e)
Animated (b)	N	N	N	N	N	P	P	N	P	N	P	P	N	N	N
Changeable Copy (c)	N	N	N	P	P	P	P	P	P	P	P	P	P	N	PH
Illumination Internal	N	N	N	P	P	P	P	P	P	P	P	P	P	N	N
Illumination External	N	N	N	P	P	P	P	P	P	P	P	P	P	N	PH
Neon (d)	N	N	N	N	N	P	P	N	P	P	P	P	P	N	N

Notes to Table 3:

a. The INS column does not represent a zoning district. It applies to institutional uses permitted under the zoning code, in the RR, UR and RO zoning districts. Institutional is defined as an established organization or corporation of a public, nonprofit, or public safety/benefit nature, i.e., schools, churches, and hospitals.

b. Animated signs may not be neon or change colors or exceed three square feet in area.

c. Changeable copy signs must be wall- or pole-mounted, and may not be flashing.

d. Neon signs may not be flashing and may not exceed 32 square feet.

e. The PS column does not represent a zoning district. It applies to public signs permitted under the zoning code, in all zoning districts.

[Ord. 14-34 § 1, 2014; Ord. 12-26 § 1, 2012; Ord. 12-01(S)(A) §§ 2 – 6, 2012].



City of Homer

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Planning

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Staff Report PL 20-16

TO: Homer Planning Commission, Port and Harbor Advisory Commission
THROUGH: Rick Abboud, City Planner
FROM: Julie Engebretsen, Deputy City Planner
DATE: February 19, 2020
SUBJECT: Resolution 20-008(S) Seafarers Memorial

Requested action: Provide comments to Council.

Introduction

At the meeting of January 13, 2020, the City Council considered Resolution 20-008(S), and referred it to the Planning and Port and Harbor Commissions. A copy of the resolution and Council minutes are attached. The resolution proposes to have a property management policy of no further development, with the exception of a future trail to the beach. This would mean no expansion of the existing parking lot.

Analysis

There has been a lot of discussion about this property in the past several months. Rather than rehash this recent conversation, please go around the table and give each commissioner the opportunity to provide one or two comments on the resolution. Minutes of your meeting will be forwarded to the City Council.

The Seafarers Memorial is located on this parcel and Resolution 96-27 dedicated a 100x100 foot area, or 10,000 square feet of this parcel to this use. The remainder of Lot 31 was not designated as a park, from what staff research shows. The resolution should be clear that this memorial area is excluded from this resolution.

Staff Recommendation

Staff recommends two amendments:

1. On line 63, insert: Whereas, Resolution 96-27 designated a 100' x 100' foot area as the Seafarer's Memorial Park.
2. On line 78, insert: BE IT FURTHER RESOLVED this resolution excludes the Seafarers Memorial as described in Resolution 96-27.

Attachments

Resolution 20-008(S)

1/13/2020 Council Minutes Excerpt

Map of Lot 31

Historical information on Seafarer's Memorial

CITY OF HOMER
HOMER, ALASKA

Evensen / Hansen-Cavasos

RESOLUTION 20-008(S)

A RESOLUTION OF THE HOMER CITY COUNCIL DESIGNATING
HOMER SPIT AMENDED LOT 31, KNOWN AS SEAFARER'S
MEMORIAL, AS GREEN SPACE AND ADOPTING A LAND
MANAGEMENT POLICY THAT PRESERVES LOT 31 FOR WILDLIFE
AND AS A NATURAL AGENT FOR EROSION MITIGATION

WHEREAS, Seafarer's Memorial is a 2.52 acre lot located off of the Sterling Highway near
the end of the Homer Spit with a legal description of Homer Spit Amended Lot 31; and

WHEREAS, Historical use of the lot has been a memorial gazebo honoring those who
were lost at sea, 45 parking places and open space; and

WHEREAS, Seafarer's Memorial is zoned Open Space – Recreation **and is listed in the
Homer Spit Comprehensive Plan as Conservation and Beach Access;** and

WHEREAS, According to Homer City Code 21.32.010, the purposes of the Open Space -
Recreation District are primarily to promote public recreational opportunities while protecting
and preserving the natural and scenic resources of the area and public access to tidelands; and

WHEREAS, Scenic views from the Spit are unobstructed at Seafarers Memorial, where
beach grasses positioned in foreground offer uncommon and distinctive ocean views; and

WHEREAS, Loss of natural grasslands on the Homer Spit has increased historically to
present in spite of the importance of beach grasses for Kachemak Bay ecosystems, where they
provide habitat, food for wildlife, and erosion control; Islands and Oceans Visitors Center
designates beach grass seed as important food in the dead-of-winter for song sparrows and
gray-crowned rosy-finches; and

**WHEREAS, The Spit Comprehensive Plan states that one development goal is to
“preserve and protect important wildlife and bird sanctuary areas” and that “preserving
habitat is important to the environment and local economy: (4.4); the guiding document
encourages the habitat for native species such as beach ryegrass “be maintained and
enhanced” in order to mitigate ongoing marine erosion; and**

WHEREAS, Seafarer's Memorial contains some of the only undeveloped land left on the
Homer Spit and should be preserved as a habitat for beach grasses and other natural
vegetation, birds, and wildlife; and

WHEREAS, Supra-tidal beach berms at Seafarer’s Memorial have been identified as critical environment for migratory and resident shorebirds, and provides wildlife habitat (e.g., for marine mammals) near the geographical center of Kachemak Bay, which is unique regionally; and

WHEREAS, Through data collection and ongoing bird counts, this region of the Spit has been identified by Cornell University’s Ornithology Lab as an International Birding Hot Spot location; and

WHEREAS, Wild bird migration, feeding, and nesting in and around Homer are important economic bases for the City; their presence attracts visitors nationally and internationally; their financial impact is broad and realized via nature or eco-tourism in general as well as special events (such as the annual Shorebird Festival); and

WHEREAS, The Greater beach of Seafarer’s Memorial is a crucial foundation geologically that provides *coastal sand supply*; its ample sand, pebble and gravel components directly preserve the Homer Spit “system” as a whole and, through natural marine processes, mitigate erosion along easternmost beaches of the Spit including the terminus.

NOW, THEREFORE, BE IT RESOLVED that the Homer City Council hereby designates Homer Spit Amended Lot 31 as green space, but requires no specific signage.

BE IT FURTHER RESOLVED, that any part of the property that is not developed as of the passage of this resolution shall be maintained in perpetuity as green space and open to the public, free from buildings, parking, camping, hardscaping of any kind, earthmoving of any kind beyond regular parking space maintenance strictly limited spatially to present 45 parking spaces.

BE IT FURTHER RESOLVED that any new trail development is limited to the public beach access dedicated in through the Land and Water Conservation Fund Grant # 02-00430 and defined as the northwestern twenty feet of Lot 31, Homer Spit Amended; being a strip of land twenty feet wide, immediately adjacent and parallel to the northwest property line, and also being immediately adjacent to Lot 27; containing 3,595 square feet, more or less.

PASSED AND ADOPTED by the Homer City Council this 13th day of January, 2020.

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

86 _____
87 MELISSA JACOBSEN, MMC, CITY CLERK
88
89
90 Fiscal information: N/A

Councilmember Venuti shared her support for the substitute and appreciated the comments about speaking up for the animals in the bay, we need to consider the marine life.

Mayor Castner shared he received comments saying don't substitute your voice for my voice. He thinks the substitution of voice came from the top, there was one person who substituted their voice for everyone else in the State and that's what brought us to the table. However when you gather the voice of the City, you have to ensure that it's meaningful and appropriate. He doesn't know if anyone cares about the voice of the City is in this regard. He agrees that if this turns sideways that the City continue to have a seat at the table like they have through past processes for the park and critical habitat plan.

VOTE: YES: LORD, ADERHOLD, EVENSEN, VENUTI
NO: SMITH

Motion carried.

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

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

EVENSEN/VENUTI MOVED TO ADOPT RESOLUTION 20-008 BY READING OF TITLE ONLY.

EVENSEN/VENUTI MOVED TO SUBSTITUTE RESOLUTION 20-008(S) FOR 20-008.

Councilmember Evensen noted the bold and underlined changes in the substitute resolution.

VOTE (substation): NON OBJECTION: UNANIMOUS CONSENT

Councilmember Evensen said this came up from public feedback during the Planning Commissions review of a CUP for parking at the Seafarer's Memorial. Community members have pointed out there are few places on the spit that are open spaces and the importance of maintaining the habitat it offers. There's a healthy lobe of sand and not interfering with that portion will benefit the spit, particularly the eastern most beaches and the end of the spit, through natural processes.

Councilmember Aderhold shared her appreciation for this and acknowledged it's a big decision. She doesn't feel one meeting allows for adequate discussion and it overlaps with

responsibilities with Port and Harbor Commission and Planning Commission at a minimum. She'd like guidance from those Commissions and more opportunity for public input.

Councilmember Smith agreed and added they just funded a parking study for the spit. It will be important to know what those findings are before making any final decisions as there may be minimal ability to do some improvements in that area.

LORD/EVENSEN MOVED TO POSTPONE THIS RESOLUTION TO OUR SECOND MEETING IN APRIL AND REFER IT TO PLANNING AND PORT AND HARBOR COMMISSIONS FOR THEIR REVIEW PRIOR TO THAT.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

- c. Resolution 20-009, A Resolution of the Homer City Council Approving an Automatic Aid Agreement and Operational Plan between Anchor Point Fire and Emergency Medical Service Area and the City of Homer Volunteer Fire Department for Fire Response Services and Authorizing the City Manager to Execute the Appropriate Documents. Smith.

VENUTI/EVENSEN MOVED TO ADOPT RESOLUTION 20-009 BY READING OF TITLE ONLY.

Councilmembers Smith and Lord summarized the discussion from their worksession this is in relation to improving the response time with our fire apparatus in helping surrounding areas, as well as Anchor Point assisting in response to City emergencies.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

- d. Resolution 20-004, A Resolution of the Homer City Council Approving an Economic Development and Tourism Marketing Agreement between the City of Homer and the Homer Chamber of Commerce. City Manager.

ADDERHOLD/LORD MOVED TO ADOPT RESOLUTION 20-004 BY READING OF TITLE ONLY.

Councilmember Aderhold noted they discussed this resolution at Committee of the Whole and the request by the Chamber for additional funding relate to the shack on the spit. The Chamber would like to change it from the Derby Shack to more of a spit visitor center location. They didn't come to agreement on whether to increase the funds or how the fund might be used. City Manager Koester suggested if the intent is to discuss a budget amendment, and they are okay with the marketing agreement, they approve the resolution as is, and then direct her to

CITY OF HOMER
HOMER, ALASKA

RESOLUTION 96- 27

A RESOLUTION OF THE HOMER CITY COUNCIL OFFICIALLY
DESIGNATING THE SEAFARER'S MEMORIAL AS A "PARK" FOR THE
PURPOSE OF IT BEING INCLUDED ON THE LIST OF CITY PARK LAND
AND ELIGIBLE FOR CITY MAINTENANCE..

WHEREAS, there is approximately 95.51 combined acres now designated as City land now used for parks and recreation, (45.28 acres officially designated and 50.23 acres unofficially designated); and

WHEREAS, the Homer City Council approved the area for Seafarer's Memorial on 26 November 1990, by Memorandum 90-230, defined as 10,000 square feet (100' X 100') located within Lot 31, Homer Spit Amended Subdivision; and

WHEREAS, the memorial has been completed; and

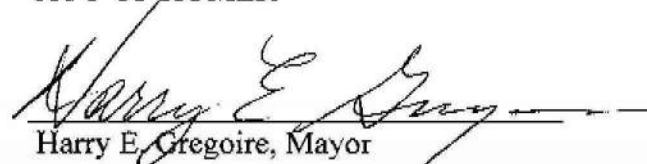
WHEREAS, the City of Homer has stated their intent that this land is for public purposes as well as requesting the Kenai Peninsula Borough to classify this 100' X 100' square feet area of land for public use as a park.

WHEREAS, an official park land is either dedicated as such on a plat or a deed of record.

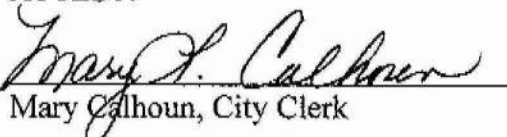
NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Homer designate the SEAFARER'S MEMORIAL PARK as an official City park.

DATED this 8th day of April 1996 at Homer, Alaska.

CITY OF HOMER


Harry E. Gregoire, Mayor

ATTEST:


Mary Calhoun, City Clerk

FISCAL NOTE: In attached Memorandum 96-107



CITY OF HOMER

CITY HALL

491 EAST PIONEER AVENUE

HOMER, AK 99603-7645

TELEPHONE (907) 235-8121

TELECOPIER (907) 235-3140

MEMORANDUM 96-107

TO: Homer City Council

FROM: Harry E. Gregoire, Mayor *H.E.G.*

DATE: April 1, 1996

SUBJ: SEAFARER'S MEMORIAL PARK

As noted on the attached resolution we have two options for designating this as an officially recognized park for the City of Homer as noted in the Comprehensive Plan. We need to decide the formality of the parks designation.

A replat will cost approximately \$1500. or a survey/Metes and Bounds Description would cost approximately \$500, but this last option will not show up on a plat.

Currently maintenance is done by volunteers and members of the North Pacific Fisheries Association Inc.. This is a precautionary measure to insure continued maintenance in the event that volunteers no longer care for it.

RECOMMENDATION:

It is recommended that we use the metes and bounds description method of formality for this purpose as it seems to be the most cost affective. We anticipate approximately \$500.

FISCAL NOTE:

1. Survey/Metes and Bounds Description approximately \$500.
2. The possible maintenance costs have not been identified at this time.

/th

Table 6-1

City Parkland

<u>Parks (1)</u>	<u>Acreage</u>
Karen Hornaday Park	40.00 acres
Bishop's Beach Park	2.10 acres
Jeffrey Park	.38 acres
Ben Walters Park	2.48 acres
Bayview Park	.06 acres
WKFL Park	<u>.26 acres</u>
Sub-total Park Acreage	45.28 acres

City Land unofficially designated for parks and recreation is as follows:

<u>Park/Recreation Area (2)</u>	<u>Acreage</u>
Harborside Park	1.50 (approximation)
Sterling Highway Park/RV Dump Station	1.73 acres
Kachemak Drive Sports Park (Proposed)	40.00 acres
Paul Banks Day Use Park (Proposed)	5.00 (approximation)
Mariner Park (Proposed)	<u>2.00 (approximation)</u>
Sub-total Park/Recreation Acreage	50.23 acres

TOTAL PARKS/RECREATION ACREAGE 95.51 ACRES

- (1) An official parkland is that which is either dedicated as such on a plat or a deed of record.
- (2) Park and Recreation areas do not include campgrounds or trails. These areas are used for recreational purpose, but have not yet been officially dedicated as such by plat or deed.

Source: 1989 City Planning Department Records and 1989 Kenai Peninsula Borough Tax Assessor Rolls

HOMER CITY COUNCIL
REGULAR MEETING MINUTES
NOVEMBER 26, 1990

policemen. She queried if an ordinance was required so that this type of mayhem could be adequately handled in the future.

City Manager Swackhammer advised that there is sufficient state laws which serve adequately this type of situation. He informed the Council that there had been arrests made that night.

Councilmember Ringer noting the hefty increase in building permits and suggested that this is another reason to eliminate sign permits particularly with the shortage of personnel in the Planning Department.

COMMITTEE REPORTS

COMMITTEE
REPORTS

PENDING BUSINESS

PENDING
BUSINESS

NEW BUSINESS

NEW BUSINESS

- A. Memorandum 90-230, from the City Planner to the City Manager,
Re: SEAFARERS MEMORIAL

MEMORIAL/
SEAFARER'S
MEMORIAL

HENRY/RINGER - MOVED FOR THE ADOPTION OF THE RECOMMENDATIONS OF MEMORANDUM 90-230. (Recommendation: Approve the North Pacific Fisheries Association, Inc. request for approximately 10,000 square feet, or a 100 X 100 foot area to be located within Lot 31, Homer Spit Amended Subdivision, to be used as a Seafarer's Memorial.)

Councilmember McHone expressed concern with the location, wanting to make certain that this would not be in the way of any dredging efforts or other required work.

Councilmember Ringer allayed his concerns, adding that this is a culmination of a long process and has been reviewed very carefully with numerous locations. This location has been selected for its visibility and accessibility and has met all qualifying criteria. Mr. Ringer advised that there is only one or one and a half years more of filing needed before moving to a new location.

VOTE: YES: HANOSKI, SWEIVEN, GODFREY, RINGER, HENRY, MCHONE.

Motion carried.

RESOLUTIONS

RESOLUTIONS

- A. RESOLUTION 90-85, OF THE HOMER CITY COUNCIL NAMING UNNAMED
RIGHT-OF-WAY WOODSIDE AVENUE.

ROADS/STREETS
WOODSIDE AVE.



CITY OF HOMER

CITY HALL

491 EAST PIONEER AVENUE

HOMER, AK 99603-7624

TELEPHONE (907) 235-8121
TELECOPIER (907) 235-8146

RECEIVED

NOV 19 1990

MEMORANDUM 90-230

TO: C. E. SWACKHAMMER, CITY MANAGER *CS*
FROM: EILEEN R. BECHTOL, CITY PLANNER *ERB*
DATE: NOVEMBER 20, 1990
SUBJECT: SEAFARER'S MEMORIAL

The North Pacific Fisheries Association, Inc. has requested that the City of Homer designate an approximate 10,000 square foot area on the Homer Spit for a Seafarer's Memorial. The property requested is contained within Lot 31, Homer Spit Amended Subdivision, located on the west side of the Spit across from Fish Dock Road. The proposed dedication would be an approximate 100 foot x 100 foot section of the lot, which is zoned Open Space Recreation.

The purpose of the proposed memorial is to honor and remember those lost at sea and to provide a place where families and friends can go pay their respects. The North Pacific Fisheries Association, Inc. is currently requesting design ideas from the community.

The Port and Harbor Commission reviewed the proposal at the September 19, 1990 meeting and approved the concept of a Seafarer's Memorial at the proposed location. The Lease Negotiating Committee reviewed the proposal and voice non-objection.

Recommendation

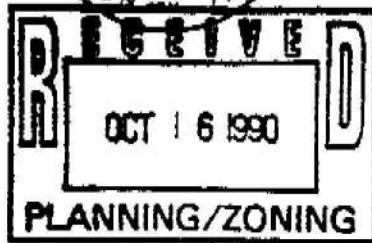
The Homer City Council approve the North Pacific Fisheries Association, Inc. request for approximately 10,000 square feet, or a 100 x 100 foot area to be located within Lot 31, Homer Spit Amended Subdivision, to be used as a Seafarer's Memorial.

Attachments

1. Letter from NPFA, received 10/16/90
2. Vicinity Map
3. Port and Harbor Commission meeting minutes, dated 9/19/90



North Pacific Fisheries Association, Inc.



HEADQUARTERS:

BOX 796 • HOMER ALASKA 99603

SEAFARER'S MEMORIAL

The purpose of the Seafarer's Memorial will be to honor and remember those lost at sea and to provide a place where families and friends can come to pay their respects. It will also serve as a tribute to all the community members who earn their living on the seas.

The Memorial will also be a place where groups may hold memorial services, blessings of the fleet and similar services.

The City of Homer has proposed a portion of the Homer Spit for the Seafarer's Memorial Park. The proposed site is an area 100' x 100' on the west side of the Spit across from Fish Dock Road.

The Seafarer's Memorial Park Committee is accepting ideas for the Seafarer's Memorial Park. The committee has tried to put as few guidelines on the idea stage of the Seafarer's Memorial Park as possible so as not to limit the imagination and/or creativity of any one person or group with an idea.

The guidelines are: (1) Positive, (2) Uplifting and (3) May depict, but not limited to the diverse uses and activities of the sea.

Submissions of ideas may be a total concept of the entire 100' x 100' proposed Seafarer's Memorial Park or any part of the proposed area.

Submissions must include: (1) Name (2) Address (3) Phone Number. Please send submissions to NPFA at the above address or leave with Homer Secretarial Services at 1213 Ocean Drive, Homer, before January 31st, 1991.

For further information contact any of the following:

Alan Parks
235-5680

Ken Hinkie
235-3429

Evan Cundiff
235-8831

Judy Winn
235-8712

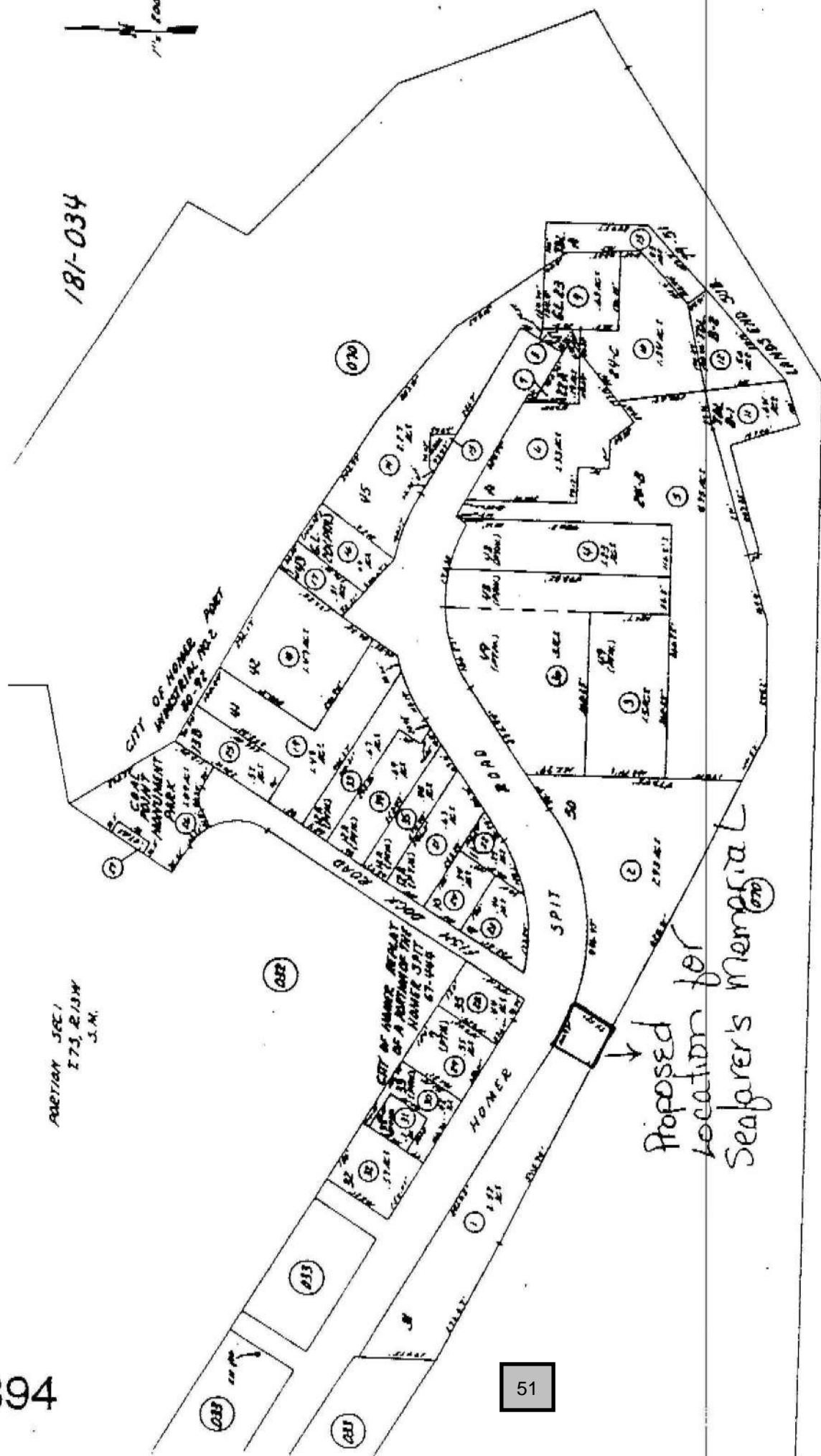
Doug Cougenhower
235-5643

Rick Wise
235-8195

Lou Lovelace
235-6134

PARTIAL SEC. 1
T.73, R.13W
S.4N.

181-034



HONER SPIT AMENDED
89-34

Assessor's Map
Kenai Peninsula Borough, Alaska

NOTE - Assessor's Block Numbers Shown in Ellipses
Assessor's Parcel Numbers Shown in Circles

THIS MAP IS PREPARED FOR KENAI
PENINSULA BOROUGH ASSESSING
DEPARTMENT USE ONLY AND IS NOT
INTENDED FOR ANY OTHER USE OR
REPRESENTATION

PORT/HARBOR ADVISORY COMMISSION
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a thirty day/one year cancellation clause, it made it difficult to do any costly improvements and development. He said he was serious about continuing improvements and would like an additional 36,000 square feet to work with, basically one hundred feet on top of the current space on Lot 49. He understood that the City was trying to hold land for the "highest and best use." He felt with the new deep water dock and staging on the 30 Acres that the time might be right that camping is the highest and best use of the area by the old dock. He asked the Commission to support his request for additional space for further expansion of the campground to include water and sewer hookup.

Chairman Vanderbrink complimented Mr. Chapple on his campground operation. He stated he had no objection to Mr. Chapple's request for additional space but recommended the expansion be on the lower part of Lot 48 rather than Lot 49. He reminded the Commission that the State was negotiating with the City for staging ground in that area. Further, that under the current contract with Oceantrawl which gives them the right to sell their interest in the Deep Water Dock (basically making it a private dock), the City should maintain staging area near the City Dock.

Mr. Christopher asked Mr. Chapple that instead of adding the one hundred feet on top of their existing lot, would he consider continuing the lot line across Lot 48 behind the City impound yard, basically dividing that lot in two. Mr. Chapple was in agreement.

Chairman Vanderbrink recommended the City investigate purchasing the beachfront property currently owned by FDIC extending towards Lands End. This land is currently designated open space recreational.

The Commission took a break at 8:30 p.m. - the meeting resumed at 8:50 p.m.

HINKLE/KLINKER - MOTION TO THE CITY COUNCIL THAT THE PORT AND HARBOR COMMISSION RECOMMENDS THAT IF REQUESTED THE HOMER SPIT CAMPGROUND BE EXTENDED FROM ITS PRESENT LOCATION ON LOT 49 SOUTH TO LOT 48.

The motion passed unanimously.

B. Alan Parks - Seafarers' Memorial

Mr. Parks informed the Commission that he was there on behalf of the Seafarers' Memorial Committee of which Commissioner Hinkle was also a member. He related the general purpose was to honor

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REGULAR MEETING MINUTES
SEPTEMBER 19, 1990

persons lost at sea and that the Committee's initial goal was to alert people of the concept. They were working on raising funds, choosing an appropriate site, developing guidelines for memorial monument, establishing a list of supporters and people willing to donate time or money, and much more. The Committee had tentatively picked two locations: at the end of Fish Dock Road looking west and on the overslope (harbor boardwalk), in particular near the Harbormaster's Office. He informed the Commission that the Seafarers' Memorial Committee would meet next Tuesday to chose the location.

Commissioner Hinkle asked what was required to get land dedicated for that use, basically asking for approximately one hundred feet of road frontage on the property where the dredge spills were deposited.

Mr. Christopher responded it would have to be surveyed and then go before the Kenai Peninsula Borough. He suggested they contact Planning and Zoning Department at City Hall.

Commissioner Hinkle responded that maybe "dedicated" was not the correct word as the Committee was only asking the City to allow the memorial to be constructed in the area without changing the lot line. Mr. Christopher said this was possible but it would always belong to the City. Both Commissioner Hinkle and Mr. Parks felt this would be agreeable to the Seafarers' Memorial Committee.

Planning and Zoning Commissioner Anderson responded that the lot line would not have to be changed but what would come before his commission was whether it would be consistent with the Homer Comprehensive Plan. If it was not, it would require a change at the Borough level. If anything else (structure) went on that site, it would require zoning changes as there can only be one principal use on a lot. It would require a variance for conditional use as that area is zoned as open space recreational.

Mr. Parks stated he would like to see the area be primarily a seafarers' memorial and not be surrounded by other uses such as camping. He personally felt the area across from Fish Dock Road was appropriate as it was very visible and boats coming and going from the harbor would be reminded of people lost at sea.

VANDERBRINK/HINKLE - MOTION TO THE CITY COUNCIL THAT THE PORT AND HARBOR COMMISSION WISHES TO AGAIN SUPPORT THE CONCEPT OF A SEAFARERS' MEMORIAL LOCATED ON THE WEST END OF FISH DOCK ROAD OR ELSEWHERE IN THE HARBOR AREA.

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The motion passed unanimously.

Mr. Parks said he had learned from Eileen Bechtel that the memorial was listed as a Capital Improvement Project. The Committee felt the memorial fund should have at least \$90,000 before construction began and if they could get matching funds, the money could be easily raised.

VANDERBRINK/KRANICH - MOTION TO THE CITY COUNCIL THAT THE PORT AND HARBOR COMMISSION RECOMMENDS THAT THE SEAFARERS' MEMORIAL AS PART OF THE 1990 THROUGH 1995 CAPITAL IMPROVEMENT PROGRAM BE ON A ONE FOR FOUR DOLLAR BASIS NOT TO EXCEED \$25,000.

The motion passed unanimously.

INFORMATIONAL ITEMS

STAFF REPORT

COMMENTS OF THE AUDIENCE

COMMENTS OF THE COMMISSION

Commissioner Vanderbrink notified the Commission he would not be present at the next two meetings.

ADJOURNMENT

There being no further business to come before the Commission, the meeting was adjourned at 9:40 p.m. The next regular meeting is scheduled for October 17, 1990.

Ruth A. Hall, Secretary



City of Homer

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Planning

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(p) 907-235-3106

(f) 907-235-3118

Staff Report PL 20-17

TO: Homer Planning Commission
FROM: Rick Abboud, AICP, City Planner
DATE: February 19, 2020
SUBJECT: SAD priorities for the HAWSP

Introduction

The City Council has asked the Planning Commission for input on criteria for evaluating Special Assessment District (SAD) in resolution 21-012(A), “[t]he Planning Commission is directed to provide recommendations to City Council on criteria for evaluating SAD applications, including prioritization based on the Comprehensive Plan and long-term community planning.”

The City Council is holding a work session on March 9, 2020 to develop updates to the Homer Accelerated Water and Sewer Program (HAWSP).

The staff report starts with background information on the HAWSP manual and the SAD process. It then progresses in to analysis regarding particular scenarios that might affect a recommendation.

Background

First, the HAWSP manual has criteria for existing properties

1. Original subdivision was prior to June 28, 1999
2. Original subdivision was prior to annexation into the City

The criteria for existing properties is to exclude the funds to be used for proposed/new subdivision, which is the responsibility of the developer. It allows for extension of services to lots that existed prior to the creation of the fund or those that were not part of the city at that time. I am not seeing any provision that addresses the status of one or more lots that may have been subdivided in a piecemeal fashion along the route of a proposed project.

Then, the manual lists 10 project criteria that apply to all HAWSP funded project (not just SAD's).

1. Homer Water and Sewer Master Plan inclusion or forwards a goal of the plan
2. Health and Safety
3. Correct deficiencies of existing systems

4. System wide basis versus local need
5. Complete utility loop
6. Encourage economic development
7. Correct problems
8. Reduce maintenance costs
9. Property owner contribution through SAD process
10. Other factors deemed appropriate by the City Council

The ten project criteria seem to be in an order, but I am not absolutely sure that was the idea. It is not stated that these projects are necessarily tied to a SAD. After reviewing the original language of the ballot item from 1999, there is no particular restriction of the type of activity that the dedicated sales tax may support, other than water and sewer system improvements (debt to the sewer treatment plant has been retired).

We can review Title 17, Public Assessments for further guidance.

Basically a SAD is a type of capital improvement that may be created for the benefit of a specific geographic area, rather than the entire city.

A SAD may be initiated by:

1. A resolution, initiated by a Council member, the City Manager, or through the developer reimbursement application process set forth in this title and approved by a vote of not less than three-fourths of Council; or
2. A petition signed by 50 percent of the total record owners who receive notice from the City Clerk's office that they will be assessed a portion of the costs of a single capital improvement.

Now it gets complicated. I will do my best to highlight the process with attention to crucial decision points. For a complete understanding, read the entirety of Title 17.

If owners of real property that would bear 50 percent or more of the assessed cost of the improvement file timely written objections, the Council may not proceed with the improvement unless it revises the improvement plan to reduce the assessed cost of the improvement that is borne by objecting record owners to less than 50 percent of the assessed cost of the improvement.

Otherwise, a district would have to have the support of the majority of the owners of property that represents over 50% of the assessed costs of the improvement. A district boundary could be redesigned to meet this goal. Basically, a SAD needs support of the majority of the benefactors of the project, otherwise the City may have to adjust the assessment if the project is forwarded.

Analysis

Ideally, we would be working with a blank slate of sorts. Then we would just prioritize SAD's that extend into developmentally suitable areas that support higher densities, such as business districts and urban residential, as opposed to those that do not. For specific guidance, the Land Use Recommendation Map in the Comprehensive Plan could be used. The highest priorities are from the central city and outward, with the least priority being the rural residential areas. But, it may not be just not that easy.

Realistically, we have citizens applying for districts that may be dealing with local issues and are in a financial situation to support their proposals. On the other hand, we may have the city pushing to complete a loop with less than ideal support. To further muddle our decision, we may have a very large project vs. a smaller one. We may also have requests for SAD's in area's not so suitable for development and this may just encourage more development in a less than ideal area. Additionally, the HAWSP fund may be flush with money and there may be an appetite for taking on new projects, or not.

Given the choice, perhaps we could order the criteria in the HAWSP manual to give further consideration between to similar competing projects. If we are to continue down the route of reviewing submittals, should it be anything other than first-come first-serve? If projects are in competition with one another, perhaps an analysis of the benefit to all uses could be incorporated. Does it solve an untenable issue? Will it raise maintenance costs overall or will it lead to declining rates by providing a necessary improvement to the system? Is it a choice between water or sewer? Generally, the provision of sewer provides a greater benefit to public health than water.

While we were asked about recommendation about SAD's specifically, it is hard to separate funding SAD's and other items that might be supported with the fund without having better information regarding items other than SAD's (perhaps water plant debt and system maintenance) and information the health of the fund (current balance, future obligation, and expected income). In the end, we can only fund items if we have sufficient current and future resources.

Staff Recommendation

Have a discussion and forward thoughts to the City Council

Attachments

HAWSP manual – June 2016 update

Resolution 20-012(A)

Ordinance 99-14(S)(A)

Water and sewer system overview – 10.30.17

H. A. W. S. P.

(Homer Accelerated Water Sewer Program)

POLICY MANUAL

Updated August 2012

HAWSP Original, June 22, 1999
Approved by Council via Resolution 99-53
June 28, 1999 Program Authorized

ERRATA

I. PURPOSE/INTENT – In General

II. QUALIFYING CRITERIA

1. Grandfather list updated, changes to Hillside Acres Sewer and Water and the Addition of West Lakeshore Drive Water and Sewer.
2. Resolution 03-80, deleted the methodology from Qualifying Criteria and placed more appropriately under Financing/Assessments.

III. FINANCING/ASSESSMENTS

1. Ordinance 99-14(S)(A), to use unexpended $\frac{3}{4}$ of 1% sales tax revenues not used for debt retirement for funding water and sewer systems.
2. Resolution 01-21, amended the assessment methodology.
3. Resolution 03-80, amended the interest and payment date.
4. Resolution 03-80, assessment methodology set at equal shares.
5. Ordinance 16-20, amended petition signatures required to record owners of real property that would bear not less than 50% of the assessed cost of the improvement.

IV. SPECIAL PROVISIONS, In Lieu of Agreements, Deferred Assessments

1. Ordinance 02-48, Subdividing. 17.04.095 and 17.04.180; **Ordinance 12-15 - 17.04.100** .
12. Added by Resolution 05-50, Exempting Certain Lands.

GENERAL STATEMENTS

H. A. W. S. P. POLICY MANUAL

TABLE OF CONTENTS

- I. Purpose/Intent – In General**
- II. Qualifying Criteria**
- III. Financing/Assessments**
- IV. Special Provisions**

I. PURPOSE/INTENT – IN GENERAL

1. The H.A.W.S.P. is a combined local funding source of unexpended dedicated sales tax and dedicated sales tax, once the sewer debt is paid, and assessments to upgrade approximately 500+ homes to City water and/or sewer service.
2. The intent of the program is to improve the health and welfare of the Citizens of Homer by connecting residences to City water and/or sewer, thereby increasing the number of users on the system, increasing property values and improving the quality of life.
3. All water and/or sewer connections, upgraded, projects will be to City standards.
4. When practical, the intent of the program is to preclude the destruction of existing water and/or sewer services and, where practical, to eliminate spaghetti lines.
5. The criteria for the H.A.W.S.P. shall be reviewed annually by the Homer City Council.
6. No new subdivisions, formed after June 28, 1999, shall be eligible for this program.
7. Every attempt shall be made to include lots immediately adjacent to the water/sewer main lines within the project limits or boundaries as defined by the Public Works Department.

II. QUALIFYING CRITERIA

The following water and/or sewer Assessment Districts, aka, LIDs or SADs are on the books: These LIDs/SADs should be grandfathered into the program and will receive priority consideration. These LIDs/SADs are listed in chronological order.

These projects have been reassessed, pursuant to Resolution 01-21 for a property owner share of 50%.

The City Council's regular meeting is scheduled for May 28, Memorial Day. The Council may change the meeting date to Tuesday, May 29th.

1. Harrington Heights – Water & Sewer, Public Hearing set for May 28/29/2001. Objection period ends July 27/28, 2001.

2. Mariner Village/Thorn Subdivision – Water & Sewer, Public Hearing set for May 28/29, 2001. Objection period ends July 27/28, 2001.
3. Thompson Drive – Sewer, Public Hearing set for May 28/29, 2001. Objection period ends July 27/28, 2001.
4. Forest Glen Subdivision/Forest Glen Drive – Water & Sewer, Public Hearing set for May 28/29, 2001. Objection period ends July 27/28, 2001.
5. Salt Water Drive – Water and Sewer, Public Hearing set for May 28/29, 2001. Objection period ends July 27/28, 2001.
6. East Road – portion – Sewer, Public Hearing set for May 28/29, 2001. Objection period ends July 27/28, 2001.
7. Hillside Acres Sewer, Public Hearing set for May 28/29, 2001. Objection period ends July 27/28, 2001.
8. Hillside Acres Water, Public Hearing set for May 28/29, 2001. Objection period ends July 27/28, 2001.
9. W. Lakeshore Drive Water and Sewer, Public Hearing set for May 28/29, 2001. Objection period ends July 27/28, 2001.

Amendments to the schedule can be accomplished only by Council action.

LIDs/SADs Assessment Districts formed after March 27, 2001 shall be assessed 75% property owner share of the project.

All projects will be authorized only after a public hearing to insure public participation in the process pursuant to HCC 17.

The following criteria may be considered for qualifying as a water and/or sewer project.

- a. Health and Safety;
- b. Correct deficiencies of existing systems;
- c. System wide basis versus local needs;

- d. Complete utility loop;
- e. Encourage economic development;
- f. Correct problems;
- g. Reduce maintenance cost;
- h. Build to city standards prior to acceptance;
- i. Property owner contribution through LID/SAD process by paying \$1,100 per half acre increments for water and sewer each. With the exclusion of those 7 projects on the preceding page.
- j. Other factors deemed appropriate by the City Council.

III. FINANCING/ASSESSMENTS

1. Pursuant to Ordinance 99-14(S)(A) the program may utilize the unexpended sales tax revenue dedicated to sewer debt. Upon satisfaction of the sewer debt the $\frac{3}{4}$ of 1% sales tax shall continue and shall be used for water and/or sewer system improvements. Approved by the voters October, 1999.
2. A $\frac{3}{4}$ of one percent (3/4%) dedicated sales tax can be expected to generate approximately \$750,000 annually. The unexpended portion is projected to be approximately \$300,000.
3. The utility improvements will be financed on a combined pay as you go basis as well as possible sale of revenue or assessment bonds, future bond sales or even the need for a General Obligation Bond if so deemed necessary by the Homer City Council and as recommended by staff.
4. The City will attempt to obtain long term financing for up to twenty years for the private share of funding.
5. Interest, if any, generated from the program will remain with the program funds.
6. Abutting property owners will share the cost of the utilities.
7. The City will pay all costs for any additional improvements required when deemed necessary by the City.

8. Assessment payment date, penalty and interest shall be set as soon as the project has been accepted by the Public Works Department.

Interest and Payment Due date will be set by Resolution of the City Council (Resolution 03-80, May 27, 2003).

9. Methodology: Approved by Resolution 02-21 on March 27, 2001. The nine LIDs/SADs Assessment Districts named herein, under Qualifying Criteria, shall be assessed 50% of the project. Districts formed after March 27, 2001 shall be assessed 75% of the project. Via Council action on April 28, 2003 assessment methodology for HAWSP LIDs/SADs Assessment Districts will be equal shares. (Resolution 03-80, May 27, 2003)

10. Expenditures under the HAWSP program are subject to the availability of funds, after maintaining a debt-service coverage ratio of 1.25 or above. (Resolution 16-041(S-2)(A), May 9, 2016)

IV. SPECIAL PROVISIONS

1. Non existing water and sewer improvement districts shall be encouraged whenever possible. District is defined as: lots immediately adjacent to the water/sewer main lines within the project limits/boundaries as defined by Public Works.

2. HCC 17.04.170 Water and sewer connections required. The owner of property in a water or sewer special assessment district that contains an occupied building shall connect to the improvement constructed in the district within one year after the date that the resolution confirming the assessment roll for the district becomes final. (Ordinance 87-30, 1988; revised Ordinance 12-15, 2012)

3. HCC 14.04.020(e), the City sewer is considered as not available to a structure when the nearest City sewer is located more than 200 feet from any point on the boundary of the lot or parcel of land on which the structure is located. Sewer connection will be required within one year of sewer becoming available. (Ordinance 94-17(A))

4. Additional easements required will be paid by this program, at no additional cost to abutting property owners.

5. No parcel shall be double assessed nor shall be included in two like assessment districts.

6. Whenever and wherever practical road improvements shall be done in conjunction with the water and/or sewer project, but not before.
7. HCC 17.04.190, Deferment of assessment payments for senior citizens.
8. HCC 17.04.200, “In lieu of assessment”—determination of amount—terms.
9. HCC 17.04.200 “In lieu of assessments”, not to prevent inclusion in of property in future district.
10. 17.04.100 Subdivision after levy of assessments. (a) Except as provided in subsection (b) of this section, upon the subdivision of a property assessed as a single parcel, the amount of the assessment shall be allocated among the resulting lots that benefit from the improvement on the same basis that the assessment originally was allocated. (b) Upon the subdivision of a property assessed as a single parcel in an assessment district where assessments were levied in an equal amount per parcel (i.e., without regard to parcel area, dimension or other characteristic), then no resulting parcel, other than the parcel that contains the original connection to the improvement for which the assessment was levied, may connect to the improvement until a subdivided property connection fee is paid for the parcel. (1) The amount of the connection fee shall be equal to the amount of the original assessment, adjusted up or down by a percentage equal to the change in the Consumer Price Index, All Urban Consumers (CPI-U) for Anchorage, Alaska from the end of the calendar year preceding the original assessment date to the end of the calendar year preceding the date the parcel is connected to the improvement. (2) If the original assessment was payable in installments the city may enter into a written agreement for the payment of the connection fee in installments on terms that are substantially the same as those authorized for the payment of the original assessment, secured by a deed of trust on the parcel. (3) Upon receiving connection fee payments, the city shall allocate such payments to each property assessed in the district in proportion to the amount originally assessed against the property, either by adjusting the original assessment amount or disbursing a payment to the record owner at the time of disbursement. (Ordinance 02-48, December 10, 2002; revised by Ordinance 12-15, April 10, 2012)
11. 17.04.110 Assessments to be liens. Assessments are liens upon the property assessed and are prior and paramount to all liens except those having priority under State law. They shall be enforced in the same manner as property tax liens. (Ordinance 12-15, April 10, 2012)
12. Certain Lands that will not be Developed due to Conservation Easements or Owned by Organizations that Conserve Land for Public Purpose and/or Habitat Protection from the Homer Accelerated Roads Program and the Homer Accelerated Water and Sewer Program Assessment District Assessments on a Case by Case Basis and that Each Program Shall be Amended to Include this Exemption under Special Provisions. (Resolution 05-50(A), April 25, 2005)

**CITY OF HOMER
HOMER, ALASKA**

Mayor/Lord

RESOLUTION 20-012(A)

A RESOLUTION OF THE CITY COUNCIL OF HOMER ALASKA REOPENING THE HOMER ACCELERATED WATER AND SEWER PROGRAM FOR CITIZEN INITIATED SPECIAL ASSESSMENT DISTRICTS UNDER HCC 17.02.040 AND DIRECTING THE PLANNING COMMISSION TO PROVIDE INPUT ON CRITERIA FOR EVALUATION SADS AND SCHEDULING A WORKSESSION FOR COUNCIL TO PROVIDE INPUT ON APPROPRIATE METRICS FOR THE FISCAL HEALTH OF THE FUND.

WHEREAS, The Homer Accelerated Water and Sewer Program (HAWSP) Fund is made up of special assessment district (SAD) payments and a ¾% dedicated sales tax; and

WHEREAS, The HAWSP fund is used to finance water and sewer improvements, including the build out of water and sewer infrastructure through a SAD; and

WHEREAS, According to the City of Homer 2015 Audited Financial Statements, the HAWSP fund had an ending negative balance of \$4,644,761; and

WHEREAS, In 2016 the Homer City Council expressed concern regarding the debt burden HAWSP and its ability to continue to take on new debt; and

WHEREAS, To address these concerns Resolution 16-041(S-2)(A) instituted a minimum debt service ratio of 1.25 in order to initiate new SADs; and

WHEREAS In June of 2016 Homer City Council placed a moratorium on all new SADs pending improved health of the fund and reduced debt burden; and

WHEREAS, The debt service ratio of 1.25 was found to be a confusing metric that was difficult to track over time; and

WHEREAS, Since June of 2016 three property owners have attempted to initiate a water and sewer SAD assessment district for water and/or sewer improvements; and

WHEREAS, It is in the best interest of the City of Homer to reopen the ability of the HAWSP fund to finance SADs for the growth of water and sewer infrastructure; and

WHEREAS, extensive work was done by the Finance Department, City Manager's office, and the Mayor to establish the history of the HAWSP fund transfers; and

WHEREAS, In 2019 Homer City Council hired an independent third party auditor, Altman & Rogers Company, to study the history of the fund and provide recommendations for improving the fiscal health of HAWSP; and

WHEREAS, ~~In order to eliminate the negative balance of the fund, Altman Rogers and Company recommended a transfer of \$3.5 million dollar from water and sewer operations to the HAWSP fund which was accomplished in Ordinance 19-58~~ **Altman & Rogers Co. found, and management concurred, that when the Water and Sewer Utility Fund was converted from an Enterprise Fund to a Special Revenue Fund in 2010, the beginning balances for the Utility Operations and HAWSP funds were incorrectly reported and recommended a transfer of \$3.1 million from Utility Operations into HAWSP to properly reflect balance, which was accomplished by Ordinance 19-58;** and

WHEREAS, The current unaudited balance of the HASWP is \$1.7 million; and

WHEREAS, There remain a number of policy questions that need to be answered to ensure the long-term health and management of the fund in the best interest of the public.

NOW THEREFORE BE IT RESOLVED that the SAD process for water/sewer projects eligible for HASWP funding be opened to allow for the initiation of districts process under 17.02.040

BE IT FURTHER RESOLVED that the Planning Commission is directed to provide recommendations to City Council on criteria for evaluating SAD applications, including prioritization based on the Comprehensive Plan and long-term community planning.

BE IT FURTHER RESOLVED that the City Council shall hold a work session on March 9, 2020 to develop updates to the HAWSP policy manual that address the following, utilizing the November 30, 2016 Planning Commission memo to Council in addition to other resources:

- What is an appropriate metric to gauge the health of the HASWP fund?
- How often should Council review the health of the HAWSP fund?
- Should pending HAWSP projects be taken into considering when evaluating the health of the fund?
- How should system-wide projects be evaluated and prioritized versus citizen-initiated SADs?
- Should the fees be increased to initiate a SAD?
- ~~Does the first come method work, to be tracked by the Clerk's office?~~ **The current method for establishing HAWSP SADs is first come first served, tracked by the**

Clerk's office. Is this the most appropriate method or should a different method be employed?

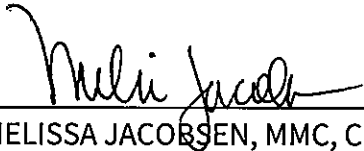
PASSED AND ADOPTED by the City Council this 27th day of January, 2020.

CITY OF HOMER



KEN CASTNER, MAYOR

ATTEST:



MELISSA JACOBSEN, MMC, CITY CLERK



CITY OF HOMER
HOMER, ALASKA

Staff
City Attorney

ORDINANCE 99-14(S)(A)

AN ORDINANCE AMENDING HOMER CITY CODE SECTION 9.16.010(b) TO REDEDICATE CURRENT UNEXPENDED SALES TAX REVENUES COLLECTED UNDER THAT SUBSECTION TO WATER AND SEWER IMPROVEMENTS; AND FURTHER ELIMINATING THE CURRENT TERMINATION DATE OF THE TAX AND REDEDICATING THE ENTIRE TAX TO WATER AND SEWER SYSTEMS IMPROVEMENTS AFTER SATISFACTION OF SEWER TREATMENT PLANT DEBT RETIREMENT OBLIGATIONS.

WHEREAS, HCC Section 9.16.010(b) currently levies a 3/4% sales tax dedicated "for the purpose of funding debt retirement of the sewer treatment plant improvements": and

WHEREAS, there are significant unexpended sales tax revenue generated by that levy in excess of the funds needed currently to fund debt retirement obligations for the sewer treatment plant improvements; and

WHEREAS, the City Council recently authorized the new Homer Accelerated Water and Sewer Program (HAWSP) to promote construction of additional improvements to the City water and sewer systems, and funds are needed to implement the program: and

WHEREAS, the HAWSP is suitable for use for unexpended revenues collected under HCC 9.16.010(b): and

WHEREAS, the tax levy under HCC 9.16.010(b) is scheduled to terminate upon full repayment of the sewer treatment plant debt on or before December 21, 2012, whichever occurs first, and if the levy were extended it could be used in its entirety to fund sewer and water improvements, ~~under HAWSP, or another City program.~~

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. Homer City Code Section 9.16.010(b) is hereby amended to read as follows:

b. An additional consumer's sales tax in the amount of three-quarters percent (3/4%) is hereby levied by the City of Homer on all sales, rents and services within the City except as the purpose of funding debt retirement of the sewer treatment plant improvements, **and to the extent revenues from such tax exceed such debt retirement obligations, for the purpose of funding water and sewer systems improvements.**

Section 2. Section 1 of this Ordinance shall take effect on October 26, 1999 only if the following proposition is approved by the qualified voters of the City of Homer at the General Election of October 5, 1999:

Under Homer City Code Section 9.16.010(b), 3/4 of 1 percent of the sales tax is currently dedicated for the purpose of funding debt retirement of the sewer treatment plant improvements. Shall the dedication be amended to allow current unexpended sales tax revenue in excess of that needed to fund debt retirement to be dedicated to water and sewer system improvements, ~~such as the Homer Accelerated Water and Sewer Program?~~

YES _____ NO _____

Section 3. The sales tax levy imposed by Section 9.16.010(b) shall continue to remain in effect after full repayment of the debt for the sewer treatment plant improvements and after December 31, 2012. Provisions to the contrary in Ordinance 91-19(S)(A) are repealed. After full repayment of the debt of approximately \$6.8 million (as of August 12, 1991, the date of enactment of Ordinance 91-19(S)(A)) for the sewer treatment plant improvements, the entire tax generated by the levy imposed by Section 9.16.010(b) shall be used for the purpose of funding water and sewer systems improvements.

Section 4. Section 3 of this Ordinance shall take effect on October 26, 1999 only if the following proposition is approved by the qualified voters of the City of Homer at the General Election of October 5, 1999:

Under Homer City Code Section 9.16.010(b), 3/4 of 1 percent of the sales tax now dedicated for the purpose of funding debt retirement of the sewer treatment plant improvements is scheduled to terminate upon retirement of \$6.8 million in sewer treatment plant debt or on December 31, 2012, whichever occurs first. Shall this termination provision be repealed and, after the applicable debt has been repaid in full, shall the entire amount of the 3/4 of 1 percent sales tax levy be dedicated to water and sewer systems improvements, ~~such as the Homer Accelerated Water and Sewer Program?~~

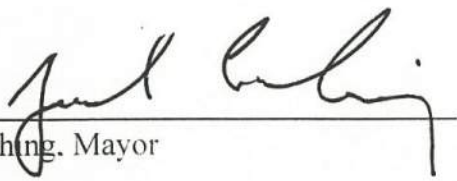
YES _____ NO _____

Section 5. Section 1 of this ordinance is of a permanent and general character and shall be included in the City Code if the proposition set forth in Section 2. is approved by the voters. Section 3 of this Ordinance removes a termination date for the current sales tax levy, and the only codification required is the removal of the footnote to HCC 9.16.010(b), if the proposition set forth in Section 4 is approved by the voters. Sections 2 and 4 will not be included in the City Code.

Page Three
City of Homer
Ordinance 99-14(S)(A)

ENACTED BY THE CITY COUNCIL OF THE CITY OF HOMER, ALASKA on this
23rd day of August, 1999.

CITY OF HOMER



Jack Cushing, Mayor

ATTEST:



Mary L. Calhoun, CMC/AEE, City Clerk

AYES: 5
NOES: 0
ABSTAIN: 0
ABSENT: 1

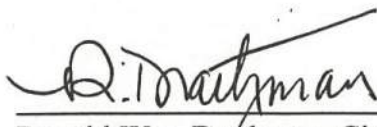
First Reading: 7/12/99

Public Hearing: 7/26/99

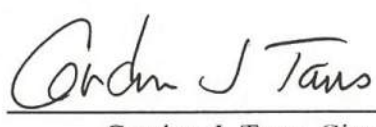
Second Reading: 8/23/99

Effective Date: Upon approval by the Voters Oct 5, 1999 &
certification by the Council, scheduled for Oct 11th.

Reviewed and approved as to form and content:



Ronald Wm. Drathman, City Manager



Gordon J. Tans, City Attorney

Fiscal Note: Cost of putting on the ballot and election advertising.

OVERVIEW OF WATER/SEWER SYSTEMS

CITY OF HOMER, ALASKA

The City of Homer, through the Public Works Department, strives to provide high-quality water and sewer services, anticipate future demand, and effectively provide for Homer's growth with the extension of water and sewer into areas identified in the land use plan.

Current Status

Public water and sewer service for the city of Homer is provided by the City of Homer Department of Public Works (DPW). In July 2006, a Water and Sewer Master Plan was completed for the City to provide guidance on future improvements and expansions for each of the utilities. According to the 2006 master plan, approximately 64 percent of the occupied homes in the city were served by the public water system and approximately 54 percent were served by the public sewer system. Current estimates, based on Kenai Peninsula Borough GIS information, indicate that 74% of occupied homes are served with public piped water; 61% with public piped sewer.



Water Treatment Plant built in 2006

Water System

Homer operates a Class A public water system. Water is supplied from a dammed surface water source which forms the 37-acre Bridge Creek Reservoir. This is the City's sole water source; no other groundwater wells or other surface sources are operated by the City. It is important to note that groundwater in Homer is generally unsuitable for residential and commercial water wells due to low yields, shallow groundwater, lack of a significant freshwater aquifer, and saltwater in wells. The City established the Bridge Creek Watershed Protection District in an effort to preserve and protect the city's drinking water source. Based on current population growth projections and current water usage, the Reservoir has adequate capacity for the foreseeable future.

Seasonal summer population fluctuations and increased summer water needs cause summer demand to nearly double the wintertime water production. Average winter water production is currently 350,000 gallons per day (0.35 mgd). Peak winter demand is 500,000 gallons per day (.5 mgd). Average summer demand is currently 800,000 gallons per day (0.8 mgd). Summer peak demand is currently 1,000,000 gallons per day (1.0 mgd). The water treatment plant, built in 2009, has the capacity to produce 2,000,000 gallons per day (2.0 mgd). The plant uses "ultra" filtration to produce high quality drinking water that meets or exceeds EPA drinking water standards. Based on historical population growth rates of 2-3% per year, no new treatment plant capacity will be needed for many years.

Treated water is distributed and stored in three water storage tanks, which have approximately 1,750,000 gallons of operational capacity. An additional tank has been designed and will be built

when funding has been identified. These water storage tanks serve as treated water reservoirs for community water demands and fire emergencies.

The water distribution system consists of approximately 53.5 miles of buried pipe. Pipe materials consist of cast iron, ductile iron, polyvinyl chloride (PVC), and high-density polyethylene (HDPE) pipe. Sizes of pipe range from 4 to 18 inches in diameter. The piping is generally confined to the lower areas of Homer except for two corridors which carry the water down from the treatment plant through low density residential development to the higher densely developed areas. Approximately 1,850 customers are served. There are also 413 fire hydrants connected to the city water distribution system.

Homer residents and businesses not on the public water system typically maintain their own wells

or pay to have private contractors haul potable city water to a holding tank. Because groundwater sources are often difficult to find with sufficient production and water quality, many property owners not connected to the City's system choose to purchase hauled water. Water from Homer's distribution system is also hauled to many residences outside of Homer city limits. In 2016, bulk water accounted for approximately 13% of the water billed.

Sewer System

Homer operates a deep shaft wastewater treatment plant (WWTP). The WWTP is designed to treat 880,000 gallons per day on average (.88mgd), but has the capability for treating 1,400,000 gallons per day (1.4 mgd) peak flow. Homer has an intra-city agreement with Kachemak City to provide sewer service. Currently, the WWTP treats an average winter daily flow of 390,000 gallons per day (610,000 gallons per day average summer flow). However, intense rain storms which contribute to inflow and infiltration (I&I)

can substantially increase flow to the plant. A record of 1.7 million gallons per day has been recorded, but it is rare to see a flow of over 1.2 million gallons per day.



Sewer Treatment Plant (1990)

A study was conducted to better understand the inflow and infiltration (I&I) contribution to Homer's wastewater plant. Inflow is defined as surface water entering the system from various sources (i.e., building sump pumps, roof leaders, foundation drains, or system manhole lids). Infiltration is defined as groundwater entering the system through manhole/pipe cracks, faulty connections, or other openings. The study found inflow/infiltration to be a significant contributor to the overall wastewater collected. During intense rain storms, as much as 50 percent of the overall flows received at the sewer treatment plant may be attributed to inflow and infiltration. During major storm over 1,000,000 gallons per day of flow may be attributed by infiltration and inflow.

The wastewater collection system consists of approximately 55.2 miles of buried gravity sewer mains. Pipe materials consist of asbestos concrete, ductile iron, high density polyethylene

HDPE), and polyvinyl chloride (PVC). About half of the system is constructed with asbestos concrete pipe, especially the oldest sections built in the 1970's. Sizes of pipe range from 6 to 24 inches in diameter, with the majority being 8-inch size mains. The sewer system serves a total of 1,450 customers. In addition, parts of Kachemak City are served by the sewer system under an inter-governmental agreement with the City of Homer.

Because the soils in Homer are silty and relatively impermeable, infiltration is not considered a significant contributor to I&I (pipes and manholes are generally buried in impermeable soils). Inflow is considered to be much more significant, the result of perched groundwater table and generally poor drainage conditions. The lack of inspections of new home construction, poor drainage around homes and business, lack of enforcement provisions in Homer City Code, and the lack of a pipe storm drain systems have led to conditions that have allowed illegal storm drain connections to the sanitary sewer system.

Homer maintains seven sewage pump stations. Lift stations are used to pump sewage from topographical low points to higher portions of the gravity system. There are approximately 11.6 miles of force main pipe from the lift stations. Force main pipes are constructed from ductile iron or high density polyethylene pipe (HDPE) and range from 3 to 6 inches in diameter.

Those Homer residences and business not connected to the public sewer system use on-site wastewater disposal systems. Poor perking soil conditions and a perched groundwater table in Homer are not ideal for on-site systems and many are believed to function poorly. Poorly functioning septic systems have the potential of contaminating surface and ground water, and creating health hazards.

Near-term Priorities

Water: With a relatively new water treatment plant (with adequate capacity), water system near-term priorities should focus on expanding service to areas not served by a piped water system to provide domestic service, fire protection and reduce the potential of health hazards. The high per lot cost of extending water mains into relatively low density residential areas will be problematic. Allowing higher density development in the areas where the water distribution system is being expanded and encouraging infill development in areas already provided with public water infrastructure will be most cost effective, when it comes expansion costs. Spreading the fixed cost of operating and maintaining a water system over a larger number of customers to reduce monthly water fees is best accomplished through infilling.



40' long, 12" HDPE water main sections being "fused" together in preparation for installation along Kachemak Drive

Sewer: Sewer treatment plant priorities should focus on replacing treatment equipment in a 28

year old treatment facility. Sewer collection system near-term priorities should focus on expanding sewer mains to areas not served by a piped sewer system (especially where soil and groundwater conditions make properly functioning on-site systems difficult). The high per lot cost of extending sewer mains into relatively low density residential areas will be problematic. Allowing higher density development in the areas where the sewer collection system is being expanded and encouraging infill development in areas already provided with public sewer will be most cost effective, when it comes to the cost of expansion. Spreading the fixed cost of operating and maintaining a water system over a larger number of customers to reduce monthly water fees is best accomplished through infilling.

Implementation Strategies

Water: Remind stakeholders of the tradeoffs between low density-low impact development and the cost of piped water system improvement infrastructure.

Sewer: Continue upgrading sewer treatment plant equipment to prolong plant life. Reduce inflow by:

- 1) Incorporate enforcement language into City Code providing penalties for illegal connections to sanitary sewer,
- 2) Initiate inspections of all new sewer service connections, including building inspections prior to hook-up,
- 3) Educate the public regarding the costs associated with using expensive sewer treatment plant capacity to treat storm water.
- 4) Complete smoke testing to identify illegal connections to the sewer system,
- 5) Enforce the more stringent sewer connection Code provisions.



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

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Homer, Alaska 99603

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(f) 907-235-3148

Memorandum

TO: Mayor Castner and Homer City Council
FROM: Katie Koester, City Manager
DATE: February 5, 2020
SUBJECT: February 10th City Manager Report

FY21 State of Alaska Community Assistance Program (CAP) Estimate, Allocating FY 20 Funds

The State Division of Community and Regional Affairs (DCRA) has announced CAP payment amounts for FY21. Based on an estimated population of 5,478, Homer will receive a CAP amount totaling \$75,828.92. The City has up until April 1st to contest its population estimate by initiating a Head Count Census Method or Housing Unit Method along with a resolution from Council proposing a different amount.

The City's application for FY21 must identify where the CAP funds will be allocated and is due no later than June 1, 2020. In 2019, the City indicated transferring FY20 CAP funds into the the Old Middle School (HERC) depreciation reserve (renamed Capital Asset and Repair Maintenance Allowance, or CARMA). There is an ordinance before you today that officially executes that recommendation. My recommendation for state fiscal year '21 would be to leave the intended designation for the funds the same unless council indicates otherwise. The funds will still need to be officially accepted by Council when received. As a matter of practice, the City does not factor the CAP into our budget in case the State elects not to fund the program.

Travel to AML Legislative Fly-in

I will be joining Councilmembers Lord and Smith in Juneau the week of February 17th to attend Alaska Municipal League meetings and meet with state legislators and officials. I have attached the agenda, complete with a couple meeting topic suggestions, and welcome any comments, recommendations or items to highlight from members.

Airport Terminal Roof Replacement

The Council established a \$150,000 budget in the FY2020 Capital Budget to replace the roof at the Homer Airport. The project write-up approved did not designate an anticipated life expectancy for the new roof, however it noted that the existing roof is 28 years old and at end of life. Council awarded the project at the January 27th Council meeting to Homer Roofing, LLC in the amount of \$93,400.

The contract calls for shingles with a 30 year warranty. However, during the bidding process, several contractors suggested that we should consider upgrading the shingle requirement to a 50 year warranty product. The cost to increase the single product to a 50 year warranty would be \$7,330. To increase from a 110 mph to 130 mph wind warranty would cost another 2,000. Public Works believes this is a small cost for a

significant public benefit and intends to use available budget to issue a change order in the amount of \$9,330 to provide a 130 mph wind, 50 year warranty on the shingles for this project.

According to Procurement Policy 1.3, “the City may, by written order, make change within the general scope of a contract...but shall not exceed any contingency fund established for a particular project.” I consider this change within the scope of the original project and an acceptable change order as long as Council is notified of the change.

Water Transmission Replacement Grant Submitted

Staff recently completed an application to the Alaska Division of Homeland Security and Emergency Management for hazard mitigation grant funds to replace the City’s 45-year old cast iron Raw Water Transmission Mains. These mains are critical water supply infrastructure. Due to their age and material, they are vulnerable to damage or a catastrophic break during an earthquake. The proposed \$1.9M project would protect the City’s water supply by installing seismically-resistant High Density Polyethylene (HDPE) pipes. If funded, the project would proceed in two phases. The first would develop design specifications. The second phase, construction, would proceed once FEMA approves the design. Funding for the project would be 75% Federal disaster funding; 25% State funding. Staff will continue to work with the State and FEMA as the application goes through a lengthy review process with award notification not projected until summer 2021. The federal application process has been lengthy and involved; Special Projects and Communications Coordinator/grant writer Jenny Carroll, Public Works Director Meyer and Water and Sewer Superintendent Cook deserve kudos for putting in the hard work to be able to address a serious infrastructure concern in the community.

Police Station Budget Summary

At the January 27th Council meeting, Public Works Director Meyer presented a report on the progress of the Police Station, including change orders made to date. Attached is a summary of all the costs outside the construction contract to give Council the complete picture of the \$7.5 million police station budget. Both Public Works Director Meyer and Project Manager McNary will be available at the Committee of the Whole to answer any questions related to the budget or project.

Enc:

Agenda for Council Travel to Juneau
Summary of all Anticipated Costs – Outside Cornerstone’s GC/CM Contract
Council-Initiated Projects Table

Alaska Municipal League Winter Legislative Conference

Treadwell Room, Baranof Hotel

Juneau, Alaska

Attending:

City Manager Koester

Councilmember Lord

Councilmember Smith

Monday, February 17, 2020

City, State and Federal holiday (President's Day); offices closed. No meetings.

Tuesday, February 18, 2020 - 1st day of Conference

- 10am Welcome address
- 11:00am Legislative Review
- 12:00 pm Lunch (included) - Invited speakers
- 1pm 2020 Budget Review
- 2:30PM Rep. Kopp's Chief of Staff Grace Ervine (*Rep. Kopp is House Rules Chair; Co-Chair of VPSO working group; Sits on 13 other committees*), Rm 216
- 3:30pm Rep. Louise Stutes (*Majority Whip; Chair of Fisheries; Chair of Transportation; Sits on 13 other committees*), Rm 406
- 4:00pm Leave for Federal Building/ensure time for going through screening
- 4:30pm Courtesy visit with USCG Rear Admiral Matthew Bell, 709 W. 9th St, Flag Conference Room
- 6pm Dinner "On the Town"

Wednesday, February 19, 2020

- 8 am Breakfast (included)
- 9am-12pm State of Alaska - Agency Update and Priorities
- 12pm Lunch (included) - Invited speakers
- 1:30pm Governor Dunleavy's Chief of Staff Ben Stevens and AKDOT&PF Commissioner MacKinnon regarding the Homer Large Vessel Port Expansion and Cruise Ship Tax Funding (specifically fund # 1206), Governor's Office
- 2:45pm Rep. Vance (*Sits on State Affairs, Fisheries, Tribal Affairs, University of Alaska (Fin Sub), Fish and Game (Fin Sub), Administration (Fin Sub)*), Rm 424
- 3:30pm Sen. Stevens (*Vice Chair of Labor & Commerce, Chair of Education, Chair of Legislative Council; Sits on Judiciary (Fin Sub), University of Alaska (Fin Sub) Education and Early Development (Fin Sub), Free Conference Committee on SB 89*), Rm 429
- 5:30pm AML legislative reception

Thursday, February 20, 2020

- 8am Breakfast (included)
- 9am Deep Dive – Economic Development
- 11:30am Adjourn
- 12pm Lunch (on your own)
- 1-4pm AML board meeting
- 5:30pm Board of Directors dinner

Meeting Topic Suggestions

- Future of the Alaska Marine Highway System
- Large vessel port and harbor expansion
- Anything else Council proposes during February 10th Council meeting

**Summary of all Anticipated Costs - Outside Cornerstone's GC/CM Contract
2/1/2020**

Project Budget =	\$7,500,000
Cornerstone GC/CM Contract =	\$6,064,758
Remaining Budget =	\$1,435,242

Other Anticipated Costs

Accessory Buildings	\$81,000
HEA Installalation Fees	\$63,995
GCI - Installation Fees	\$9,500
COH IT costs - Equipment	\$62,500
COH IT costs - Labor/Integration costs	\$10,000
Enstar - Installation Fees	\$1,959
Design Fees	\$476,649
Inspection	\$5,000
1% for Art	\$50,322
Furnishings	\$55,000
Communications-(Pro Comm)	\$98,837
Fire Marshall Permit Fee	\$7,000
Geotechnical Investigation	\$25,605
Field Survey	\$7,550
SWPPP	\$2,020
Landscape Design	\$4,650
Demolition of Existing Meter Shed	\$41,160
Repay HART for Property	\$258,000
Landscaping Installation	\$23,919
Topsoil & Hydroseed	\$9,000
Credit for Green Infrastructure (Grant)	-\$17,500
City Project Management/Inspection	\$95,000
City Contingency	\$64,931

\$1,436,097

Council Initiated/Involved Projects

Date Initiated	Project	Primary Impacted Departments/Divisions	Status	Category	% Complete	Next Steps	Sponsor/Champion
March 2019 (Reso 19-018)	Green Infrastructure Study	Administration, Public Works	Draft complete. Out for comment. June 2020 final due. Pilot project incorporated into Police Station	Medium	90	Analyze for implementation	Lord
Feb 2011 (Ord 11-02 SA)	Energy Conservation at City Buildings (lighting)	Public Works	Most facilities' lighting has been converted	Medium	80		Stroozas
May 2019 (Ord 19-17)	Ice Plant Feasibility Study	Port and Harbor	Reviewing draft	Small	75	Analyze for implementation	Stroozas
Feb 2017 (Reso 16-128 SA)	New Police Station	HPD, Public Works, IT	Estimated completion date: June 1, 2020	Large	40		Mayor/Council
Aug 2019 (Ord 19-35 S)	Fund Balance Policy, City-wide	Administration, Finance	Needs Council direction	Medium	25		Mayor
Sept 2019 (Memo 19-153)	Traffic Calming Policy	Administration, HPD, Public Works	Research collated	Medium	20	Draft policy for dept review	Lord
Sept 2019 (Ord 19-38 A S)	HERC Demolition Cost est.	Public Works	Proposals went out 12.19 for hazmat survey	Medium	10	Funding demo	Mayor/Council
Jan 2018 (Ord 18-03)	Large Vessel Harbor General Investigation Study	Administration, Port and Harbor (and ADOT, Army Corps)	Soliciting proposal for program lead; Council will consider ordinance for City match on 1-27-20	Large	5	Procure professional oversight; get DOT onboard as partner	Lord/Smith
Dec 2019 (Ord 19-51 A)	Spit ADA Parking Improvements	Port and Harbor, Public Works	Funded in 2020 budget	Medium	0		Aderhold
Dec 2019 (Ord 19-51 A)	Spit Parking Study	Port and Harbor, Public Works	Funded in 2020 budget	Medium	0		Lord
July 2019 (Memo 19-080)	Re-opening HAWSP	Administration, Finance	Council will consider resolution on 1-27-20	Medium	0	Schedule worksession; refer to Planning Comm.	Smith/Mayor
Dec 2019 (Ord. 19-54 S2 A2)	Wayfinding Plan/Committee	Administration	Drafting RFP. will issue in Feb.	Medium	5	Advertise RFP.	Venuti/Smith
Nov 2019 (Ord 19-49 SA)	Medical Zoning District	Planning	Planning Commission is refining boundaries; Council issued moratorium on new CUPs	Medium	35	Neighborhood meeting planned in early March. SPH will present at next meeting on expansion plans.	Smith
Oct 2019 (Reso 19-073 S)	Right of Way Clearing Policy	Administration, Public Works	Working group met twice	Medium	20	Request legal opinion on covenants draft language that could be included in policy document	Lord/Aderhold
Dec 2019 (Ord 19-51 A)	Spit Parking Expansion	Public Works, Port and Harbor	CUP denied - P&H Commission considering Reso 20-008(S) to designate as green space	Medium	On hold	Consider for removal if resolution passes	Evensen

Updated 2/5/2020

Please note:

*It is of great benefit for Admin Initiated projects to have the sponsorship of a Councilmember(s).

*Color-coding indicates how close to completion a capital project is; Red (0-24%), Yellow (25-74%), Green (75-100%)

*The proposed categories (small, medium, and large) are intended to gauge workload for city staff and the attorney to develop or implement and do not reflect level of priority.

