



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

**City of Homer**  
**Agenda**  
**Planning Commission Regular Meeting**  
**Wednesday, October 16, 2019 at 6:30 PM**  
**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 October 2, 2019 Planning Commission Meeting **p. 3**
- B. Time Extension Request for Marley Subdivision Preliminary Plat **p. 17**

**PRESENTATIONS / VISITORS**

**REPORTS**

- A. Staff Report 19-86, City Planner's Report **p. 21**

**PUBLIC HEARINGS**

**PLAT CONSIDERATION**

**PENDING BUSINESS**

- A. Staff Report 19-87, Sign Code **p. 23**
- B. Staff Report 19-88, Permitting **p. 35**

**NEW BUSINESS**

- A. Memo from Jenny Carrol, Wayfinding, Next Steps **see worksession packet**
- B. Memo from the City Clerk, Meeting schedule for 2020 **p. 47**

## **INFORMATIONAL MATERIALS**

A. City Manager Report for October 14, 2019 City Council Meeting

**p. 53**

**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, November 6<sup>th</sup>, 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 19-15, a Regular Meeting of the Homer Planning Commission was called to order by Chair Venuti at 6:31 p.m. on October 2, 2019 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONERS DAVIS, SMITH, VENUTI, BENTZ, PETSKA-RUBALCAVA AND  
HIGHLAND

ABSENT: COMMISSIONERS BOS (EXCUSED)

STAFF: CITY PLANNER ABBOUD  
DEPUTY CITY PLANNER ENGBRETSSEN  
PUBLIC WORKS DIRECTOR MEYER  
DEPUTY CITY CLERK KRAUSE

The Commission met for a worksession at 5:30 p.m. On the agenda was a discussion on Staff Report 19-81 Kenai Peninsula Borough draft Ordinance Adopting KPB 20.80, Subdivision Private Streets and Gated Subdivisions.

#### **APPROVAL OF THE AGENDA**

Chair Venuti called for a motion to approve the agenda.

HIGHLAND/BENTZ – 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. Approval of minutes of September 4, 2019

Chair Venuti requested a motion to approve the Consent Agenda.

HIGHLAND/BENTZ – SO MOVED.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

## **VISITORS/PRESENTATIONS**

### **REPORTS**

A. Staff Report 19-84, City Planner's Report

City Planner Abboud provided a summary of Staff Report 19-84. He provided clarification on the probable appeal on the decision on Appeal for CUP 14-05.

A brief discussion was entertained on Commissioner's attendance at the November Council meeting with the Clerk providing clarification on the date of the meeting.

### **PUBLIC HEARING(S)**

A. Staff Report 19-83, Ordinance Amending HCC 21.30.020 to allow boat sales, rentals, service, repair and storage, and boat manufacturing as a permitted use in the Marine Industrial District Chair Venuti introduced the item by reading of the title.

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

City Planner Abboud reviewed Staff Report 19-83 for the Commission. He reported that the draft Ordinance went before the Port & Harbor Advisory Commission and they were supportive with unanimous consent.

Chair Venuti opened the Public Hearing; seeing no one in the audience coming forward to provide testimony he closed the Public Hearing.

Chair Venuti opened the floor to questions from the Commission.

City Planner Abboud provided clarification on the "boats" were not included in the code as marine equipment.

City Planner Abboud responding to a question from Commissioner Rubalcava on storage, was that it is a comparison and already permitted and was used as a reference.

HIGHLAND/SMITH MOVED TO ADOPT STAFF REPORT 19-83 AND FORWARD ORDINANCE AMENDING HCC 21.30.020 TO ALLOW BOAT SALES, RENTALS, SERVICE, REPAIR AND STORAGE AND BOAT MANUFACTURING AS A PERMITTED USE IN THE MARINE INDUSTRIAL DISTRICT.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

B. Staff Report 19-85, Conditional Use Permit 19-07 to allow a parking lot expansion adjacent to the Seafarer's Memorial Park on Homer Spit Road Chair Venuti introduced the item into the record by reading of the title.

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

Deputy City Planner Engebretsen provided a summary of the Staff Report 19-85, description of the intended project and used the overhead monitor to display larger diagrams for visual assistance. She noted staff recommended approval with the three conditions noted in the report.

Chair Venuti requested declaration of any ex-parte discussion or conflict of interest regarding this matter which would include emails, conversations or discussion between Commissioners, Staff, and or the public.

Commissioner Davis declared with the narrative that he had ex parte discussion that he was a new Commissioner and his understanding of the regulation as it was written. He reported that he emailed the City Planner and the Chair a number of times asking questions and expressing opinions and that he spoke to his neighbor asking if she was aware of the this action before the Commission tonight and she expressed the opinion that it would be a shame to pave over those grassy areas.

Commissioner Davis expressed that he believed he could render an impartial decision on this matter.

Chair Venuti inquired if the Commission believed Commissioner Davis was in Conflict with this issue.

City Planner Abboud responding to Commissioner Highland's question regarding CUP process, that Commissioner Davis included Chair Venuti on the emails. Chair Venuti did not respond to any of the emails he received regarding material issues and some procedural questions. City Planner Abboud reported that he reminded Commissioner Davis that they are a quasi-judicial body and as such that any communicated on the subject must be communicated in the open so the applicant and public can rebut or comment on it as well.

City Planner Abboud then responded to Commissioner Rubalcava on the issue of speaking to someone on a CUP and what context that they could speak to someone by stating that the Commissioner's could tell a person at the first opportunity that their question or comment was a good one and that they should attend the meeting or submit it in writing to the Planning Dept for the meeting. They should also declare the content of the discussion similar to tonight and then the Commission can make a motion to declare if there is a conflict or not.

Commissioner Davis commented that he will in the future direct people to attend the meeting or submit their views during the meeting but questioned if it was appropriate for him to tell someone about the notice in the paper about the hearing on the subject.

City Planner Abboud responded that advising someone about the opportunity of the Public Hearing on a subject matter is allowed but not to go into extensive discussion on the matter and hopefully the person they were speaking with would understand that to.

Carey Meyer, Public Works Director, representing the applicant and stating that he will do his best to represent the Harbormaster in answering questions the Commission may have during their deliberations.

Chair Venuti opened the Public Hearing.

Kevin Walker, non-resident, Please do not pave paradise to put up a parking lot. He stated that it may not look like paradise but it is the only public space left on the spit. Putting in 88 and whatever more parking spaces will draw in more people and more cars which means more traffic, more pollution which leads to global warming, leads to warm water, means fish won't come back, which means that there won't be commercial fishing, sports fishing, it's all kind of out there but they are the Planning Commission and they need to start planning for long range future. He wishes that there were kids here like at a recent event on global warming and he is concerned for the long range future. There are people walking back and forth across the road and they are wanting to add 88 more cars out there. They could do coupons, get trolleys as alternatives and asked the Commission to be productive and not pave the last open space on the spit.

Nancy Hillstrand, resident, commented that there are not a lot of people here because they do not understand what is going on and that is erosion. She advocated for the creation of a park, not a parking lot, she requested a delay in the decision regarding the project. She cited the Green Infrastructure movement and work that has been done to control erosion issues in states in the south. The availability of literature on resiliency of coastal erosion that was just released, a 2016 Corps of Engineers report includes addressing Green Infrastructure. The City of Homer is behind on this and needs to adjust. This area is the last vestige where one can view what the spit looked like. She read a brief excerpt from the article regarding resiliency of coastal erosion, "*Transdisciplinary Collaboration to Enhance Coastal Resilience Envisioning a National Community Modeling Initiative. An interdisciplinary, collaborative program is needed to facilitate predictions of the inter-connected factors that will impact coastal systems and the resilience of coastal communities over the next few decades.*" She stated that they were in trouble and cannot act like they did 10 years ago and cannot make arbitrary decisions based on little knowledge and requested again that the Commission delay acting on this.

Adele Person, city resident and south side resident in Halibut Cove during the summer. She understood that parking can be a problem in the summer but questioned the need for more parking for the approximate 6 weeks that it may be needed during the summer. She noted that

Alaskans have no spatial awareness as there is 20-40% fail rate as vehicles are parked with 7-8 feet between vehicles. Ms. Person commented that she could park her old Subaru in those spaces. She commended the staff in the Planning and Harbor departments for the work they do to improve the Spit. Ms. Person referred to the parking available at the new Boathouse pavilion, and the area by the Little Mermaid the lot is huge and believed there to be a 30% waste there. Ms. Person recommended reviewing what space is already used before they create new parking. She understands that July is intense, but when people say there is no parking available that just means that there is nothing available three feet from the business that they want to go to. There is the wonderful pedestrian infrastructure that can take them to any business they want to go. She does not enjoy paying for parking but when you charge for parking they always have accessibility. If you build something for free you only get more. Ms. Person provided a personal experience living in Houston Texas where they have widen the roads and traffic only increased.

Miranda Weiss, city resident and writer, a couple of years ago she wrote a column regarding the spit and various happenings out there. The Spit is a wacky mashup of industrial, wild, cute, practical, junky and gentrified. She is also a recreational boat owner. This past summer they spent quite a bit of time on the spit and were always able to find parking available. She noted that the Commission's job is a big one and they do not need her telling them that their job is nothing short of envisioning the type of community that they want to have; she hopes that that is the lens that they view this through. Ms. Weiss stated that she has done some research on parking and what she found is that every community has a desire for more parking but never is the answer, more parking, let alone free parking. She has previously worked with the Harbormaster and Public Works Director on the Boathouse Pavilion and helped determined the highest best use for the area where the former Harbormaster's Office was located was not for 12 empty parked cars it was for people and advocated the same for the grassy dune area in question. She further encouraged the Commission to postpone any action on this, take the time to gather data, study the alternatives that were provided and really think hard on ways to be proactive in making a decision on this issue.

Heath Smith, city resident, when looking at the spit, you can see the transformation over time and the increase in the size of the harbor. This is a self-perpetuated problem. The City has a long term vision to have a large vessel harbor. This will increase the number of cars that will need to be on the spit. Mr. Smith stated that he travels to the Harbor on his delivery route every day and views the increased use and need of the harbor. There is a 100-125 feet of grassland that people have started to park on their own, yes you may be able to find a spot but people are making their own parking too. He acknowledged the need for organized parking. They need to remember the growth that has happened and the planned growth for the harbor. We can say we have enough but it is obvious the need has grown.

Marianne Aplin, city resident, stated she cares a lot about spit and spends lots of time there and sending visitors also and in her 15 years here in Homer she would really hate to see one of the last natural areas paved over and echoed many of the sentiments expressed here tonight.

Chair Venuti Closed the Public Hearing and opened the floor to rebuttal by Applicant and Staff.

Deputy City Planner Engebretsen rebutted that the project would provide increased safety and additional parking in an area that is heavily visited. She acknowledged that there is a need for a larger parking discussion. That is outside of the Commission's consideration for this action before them. There was discussion on this being a paid parking but that is a policy issue which is not under consideration with this application.

Chair Venuti opened the floor to questions from Commission.

Questions presented by the Commission to Deputy City Planner Engebretsen and Public Works Director Meyer and their responses related to the following:

- How is building a new parking area is not contrary to the Spit Comprehensive Plan long term goal 1.5 to reduce the footprint and lessen the visual impact.

Deputy City Planner Engebretsen responded that it was a component of that but if your overall goal for the whole Spit is less parking or better parking and screening that is one thing but whether each individual project is going to meet that, for example the Boathouse parking does not meet that, and would be part of that larger parking conversation on managing the parking and landscaping on such projects, she did not apply the literal interpretation to this project and then referenced the phased approach used on the project.

Deputy City Planner Engebretsen responded that the 2011 Spit Comprehensive Plan contained the parking study and the plan should have been distributed to all new Commissioners. She did note that Staff has discussed a review and update to the Spit Comprehensive Plan. Ms. Engebretsen commented that when the study was conducted the Seldovia Ferry and the Harbormasters Office was not there and it covered the area from the Pier One Theater south on the western side.

- Rip Rap placement in Phase 1 and Phase 2 of the project

Deputy City Planner Engebretsen explained that there would be rip rap placement in Phase 1 and noted that paving may never happen with the exception of the ADA parking spaces.

- Consideration of suggestions submitted by the public

Deputy City Planner Engebretsen responded that she reviewed the application based on the proposal submitted. The City has the Capital Improvement Plan process and does not have a Public Design process in place.

Public Works Director Meyer added that this is the public venue where a project may be vetted by the public to encourage changes or to not do the project at all. He provided explanation on the process to present a design for a project. He did clarify that the parking would be a paid parking lot to pay for the improvements. He also reminded the Commission that tourism is the

city tax base and while there has been no official study it is clear that a significant number of people come to the Spit and leave because they cannot find a parking space that suits their requirements.

- Input was desired by Harbormaster Hawkins on the necessity of the additional parking and the substantiation of numbers on the people who have left the Spit due to lack of parking.

Public Works Director Meyer speaking on behalf of Harbormaster Hawkins noted that the Harbormaster could probably explain it better and provide some examples that support the need for the additional parking.

- The status of the existing angled parking along the road in the area of the proposed project.

Deputy City Planner Engebretsen explained that the angled parking in the D.O.T. right of way would go away and those spaces would be incorporated into the new extended parking lot.

- What type of fill materials would be used and why the parking lot would have to be paved.

Deputy City Planner Engebretsen responded that the fill materials used would be the dredge spoils capped with gravel.

Public Works Director Meyer responded that the parking lot did not require paving but since people could not park efficiently without striping they would lose the 30% efficiency by paving the parking lot. Where this has been done the efficiency of parking goes way up.

Chair Venuti recounted anecdotal story of a proposal to put a gate at the base of the spit and charging an entrance fee.

A brief discussion ensued on the availability of parking and people just have to walk, personal experiences with parking on the Spit, the desire to preserve the natural beauty of the area and getting input from the Harbormaster on the necessity for more parking.

- Is the area or grassland in question part of the original spit or has it built up over time.

Deputy City Planner Engebretsen responded that if the Commission postpones the topic to the next meeting staff can provide a pictorial history of the area of the proposed project for review.

- Concern that placing rip rap wall at a right angle would be detrimental to the transference of the sediment

Deputy City Planner Engebretsen and Public Works Director Meyer provided clarification on the placement of rip rap to protect the toe of the slope and that the area in question is recognized as a velocity energy zone, and tides can reach quite high.

Public Works Director Meyer explained that this project has been presented to the Port & Harbor Commission and Council has approved design monies for the project. This project has not been submitted to the Corps of Engineers yet.

There was a brief discussion on process.

HIGHLAND/DAVIS MOVED TO POSTPONE THIS ITEM CONDITIONAL USE PERMIT 19-07 UNTIL THE REGULAR MEETING ON NOVEMBER 6, 2019.

There was a discussion on the additional informational for photo history or aerials on the project area in question for the existing grassy areas, description on how the project relates to the goals of the Spit Comprehensive Plan in relation to the specifically addressing the issues of ecosystems services and maintaining the value of the property in its natural functions and the safety it provides to that property and neighboring properties; Current photos or aerials of the project were also requested and if not available, attendance by Harbormaster Hawkins, clarification on where the grass and plants that will be removed from the project site will be put/stored.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

### **PLAT CONSIDERATION**

A. Staff Report 19-82 AA Mattox Aplin 2019 Replat Preliminary Plat

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

Commissioner Highland requested a short recess.

Chair Venuti called for a recess at 7:58 p.m. The meeting was called back to order at 8:05 p.m.

City Planner Abboud provided a summary of Staff Report 19-82 for the Commission.

Applicants Marianne Aplin and Tony Neal explained the reason for the plat was to add a buffer to the back of Ms. Aplin home since Mr. Neal was developing the properties along Nelson Avenue.

Chair Venuti opened the Public Hearing; seeing no public present he closed the Public Hearing and opened the floor to questions from the Commission.

City Planner Abboud provided clarification on the easement referenced in the report for Commissioner Smith.

BENTZ/RUBALCAVA – MOVED TO ADOPT STAFF REPORT 19-82 AND RECOMMEND APPROVAL OF AA MATTOX APLIN 2019 REPLAT PRELIMINARY PLAT WITH COMMENTS 1-3.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

### **PENDING BUSINESS**

### **NEW BUSINESS**

A. Staff Report 19-81, Kenai Peninsula Borough Draft Ordinance Adopting KPB 20.80, Subdivision Private Streets and Gated Subdivision

Chair Venuti introduced the item by reading of the title into the record. He noted that the Commission discussed this thoroughly at the worksession prior to the meeting.

City Planner Abboud reviewed Staff Report 19-81. He noted that he has not had a response from the Fire or Police Departments on the proposed ordinance. He suggested that the Commission can make a list of concerns. His concern would be that it does not interfere with any adopted plans that the city has currently especially transportation and public safety.

The Commission expressed concerns and questioned how the establishment of gated communities and handling of basic services such as maintenance of utilities, roads, etc., would be governed and that this proposed legislation was not crafted for Homer. They also discussed their recommendation to the Borough did not address what the city would enact but just advisory to the Borough on their actions but this did bring it before them the possibility of it happening in the city limits and they currently have no regulations governing this type of actions.

DAVIS MOVED THAT THE COMMISSION FORWARD A RECOMMENDATION TO THE KENAI PENINSULA BOROUGH THAT THEY ADOPT A POLICY THAT THE HOME OWNERS ASSOCIATION THAT BENEFITS FROM THE VACATION OF A GRANTING THEM OWNERSHIP OF A ROAD THAT WAS IMPROVED WITH PUBLIC FUNDS BE REQUIRED TO REIMBURSE THE LOCAL AUTHORITY FOR THE VALUE OF THAT IMPROVEMENT.

Chair Venuti asked for a second before any discussion.

The motion failed for lack of a second.

Commissioner Bentz recommended drafting recommendations and having staff put them into a memorandum to forward to the Borough.

Further discussion ensued on clarification of the actions that the Commission on behalf of the city could recommend at this point. It was explained that the Commission could submit a recommendation to the Borough to tweak their regulations before making this effective.

Commissioner Smith suggested including a recommendation that the Borough should include language that if there is an applicant within the city limits of Homer that it allows for the Planning Commission to create language to give structure to the development of gated communities.

Commissioner Bentz suggested that Section 3 of the proposed ordinance be amended to contain language that allows or postpones enactment to provide cities the time to develop tandem code and or policy that applies to gated subdivisions in their respective communities. She stated that since the existing ordinance if approved at the Borough level and a resident of the city submitted an application to create a gated subdivision the city has no regulations or policy in place to deal with that application.

There was a brief discussion on that delay for the enactment of the ordinance on the Borough level would then allow the other municipalities to institute their own regulations and debated asking for a 90 day or up to six month delay as a reasonable enactment date. A 90 day time frame would be the minimal time needed. It was pointed out that according to Assembly member Cooper this ordinance was scheduled to be on the agenda for October 8, 2019. Further information on the presentation and approval schedule by the Borough Assembly and Planning Commission.

Deputy City Clerk Krause provided input on the process for submitting their recommendations to the Borough Planning Department via memorandum at the request of Commissioner Bentz.

The Commission further discussed the requirement to submit their recommendations to the Borough through City Council. City Planner Abboud explained that the Commission can respond to the Borough and that they will need to submit all code changes through Council when that come up but they can submit the recommendations to the Borough on the ordinance.

Commissioner Smith offered the following recommendation for consideration: Homer Planning Commission recommends the following language be added to KPB Ordinance 20.80 to allow first class cities to develop their own code language prior to the allowance of specific applications for gated communities within these cities.

Additional comments were offered by the City Planner and Commissioners on adding or prohibiting applications until cities have a chance to respond.

Commissioner Bentz advocated for generalized concerns since there could be problems with submitting the incorrect legalese to the Borough. She then requested some of their direct concerns that should be included.

Commissioners and City Planner Abboud provided their concerns.

Commissioner Bentz then stated that she would like to provide a concise statement for Staff to be able to craft the memorandum effectively with minimal wordsmithing.

The Homer Planning Commission has general concerns with the City's ability to respond to this ordinance once it is approved by the Assembly with the predominant apprehension to have Section 3 becoming effective immediately.

The Homer Planning Commission recommends that Section 3 be amended to delay or prohibit enactment until the City can respond with policy commensurate or municipal policy. Items of specific concern are the following:

- City Code Changes
- Comprehensive Plan Amendments
- Transportation Plan
- Stormwater Issues
- Emergency Services
- Public Works
- Provision of Utilities
- Easements
- Hazard concerns

Commissioner Bentz also noted that they heard public comment at the worksession on concerns regarding the following:

- Annexation issues - if in the future the City of Homer annexed an area with a gated community
- Maintaining Pedestrian and Section Line Easements and that there will be a separate vacation process to effect that vacation.
- Retroactive establishment of gated communities
- Maintaining connectivity in multiple sectors and aspects of our community

The Commission agreed by consensus to forward a Memorandum to the Kenai Peninsula Borough in response to the proposed ordinance KPB 2019-xx

#### **INFORMATIONAL MATERIALS**

- A. City Manager's Report for the August 26, 2019 Homer City Council Meeting

- B. Kenai Peninsula Borough Notice of Decisions:
  - i. Lloyd Race 2019 Preliminary Plat
  - ii. The Shire Preliminary Plat
- C. Appointment of Jason Davis to the Planning Commission

### **COMMENTS OF THE AUDIENCE**

### **COMMENTS OF THE STAFF**

Deputy City Clerk Krause provided information from the Borough website regarding the schedule for the proposed ordinance was not shown on the Assembly agenda. It was on the Lands Committee agenda for the meeting scheduled at 4:00 p.m. In response to Commissioner Bentz she responded that she will do her best to complete the Memorandum in time for submittal to that meeting. She also noted that the Commission could find some interesting information and regulations for gated communities online, one she found quickly was Grand Prairie

City Planner Abboud commented that he appreciated the insightful questions and comments that were presented by the Commission.

### **COMMENTS OF THE COMMISSION**

Commissioner Highland commented it was a good meeting Thanks.

Commissioner Rubalcava posed a question on process stating that the Commission received an application with a plan that a lot of money and time went into to develop a plan and asked where the money came from to develop that plan, was there a public process in the development of that plan.

City Planner Abboud commented that there is a public process, the project was identified through meetings with the Port & Harbor Commission, the Capital Improvement Plan, etc. He noted that was one of the biggest complaints received was they are not advertised enough and it is a conundrum on how much can they do to make the Public aware of a project.

Commissioner Rubalcava was surprised that there was minimal public discussion or be open to alternatives, and trying take a motion out of it to her is slightly infuriating. There was an application presented but essentially no comment could be made on it that would add any bearing or weight on it, so her question is at what point it would be so she could be present.

City Planner Abboud responded that she will have to monitor meetings and city documents to be fully aware of what is going on and while they may have seen this no attention was drawn to it. What needs to be remembered is that they have an application before them that needs to meet the criteria that the Commission has to judge it by. There could have been more public

process, yes, but to make changes or recommendations it has to pass the criteria; the Commission did bring some items up that can be worked on and using this meeting as the public forum to get public input is not the best forum. He provided some input preferences and how they should do some things differently.

Deputy City Clerk also informed Commissioner Rubalcava can perform some research using the City website by putting the words in the search feature and find that for this project has been vetted since 2013.

Commissioner Bentz stated to comment further on the process that it is interesting to be a representative on a city body and a permit that is presented by an applicant that is the city with the city making the Staff Report believes that these types of situations when CUP's come before them can make it a bit awkward for the public to comment on them. She then read the excerpt provided in a letter from former Mayor Cushing which was included in the paragraph of the City Manager's Report from the September 23, 2019 City Council meeting, page 133 of the packet on the Homer Spit Land Donation from The Nature Conservancy and was happy to see the completion of that purchase.

Commissioner Smith complimented Commissioner Bentz on her ability to take the Commission's crazy comments and piece them into a cohesive statement. Just on the radar they have some interesting things popping up and this project tonight on the parking lot screams that they need a new transportation plan and if City Council is willing to spend \$645,000 on parking improvements why can't they invest a few bucks on a new development plan for Transportation and the Commission has been encouraged to look at the stormwater development plan as a priority and how can they facilitate that and then even though it is in court right now they have the whole medical district to look at and there are people looking at them to make these decisions so he is hoping to get these items cleared in the next several months.

Commissioner Davis inquired about who was pushing to get this project done, was it the Mayor, City Council and businessman and he would have never guessed the Harbormaster. As far as getting the notice out he keeps an eye out for these notices in the paper but he almost missed it since it was only two lines about parking on the spit. What needs to be done is submitting an official statement on Homer Communications Facebook page regarding the public hearing. That will get the word out.

City Planner Abboud responded that it was not that simple, it would have to be locked down and there is no avenue for control on the comments. There is concern regarding the quasi-judicial nature of the issues the Commission deals with and legal aspects of Facebook. As for the Commissioners that may be a problem.

Deputy City Clerk Krause stated that the City has a Social media policy and she would have to review that again and refresh her memory of the content.

Commissioner Davis would like to have that information provided.

City Planner Abboud advised Commissioner Davis that he needs to be cautious on how he positions himself on issues and participates in.

Chair Venuti commented that he felt it important that not anyone member speak for the Commission. They should act as a whole. It was the City's responsibility to perform notification of the public not Commissioner Davis' or Commissioner Highland's. Mr. Venuti continued that it was a very interesting meeting and reflecting on the Homer Spit provided an anecdotal story on an experience when he first moved here some thirty years prior. He also stated that he could not support the gated community idea, he believed it was the wrong way for the Homer community and the Alaska community to go. He felt they were being invaded by people who believed they were something special. He cannot support it.

Commissioner Smith stated he forgot to announce that he would be out of town October 8<sup>th</sup> through November 10<sup>th</sup>.

**ADJOURN**

There being no further business to come before the Commission, the meeting adjourned at 9:11 p.m. The next regular meeting is scheduled for Wednesday, October 16, 2019 at 6:30 p.m. in the City Hall Cowles Council Chambers. There is a worksession scheduled at 5:30 p.m. prior to the meeting.

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RENEE KRAUSE, MMC, DEPUTY CITY CLERK

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

Kenai Peninsula Borough Planning Department  
144 North Binkley Street  
Soldotna, Alaska 99669  
Phone: (907) 714-2200  
Fax: (907) 714-2378

**TIME EXTENSION REQUEST FORM**

Name of Subdivision: Marley Subdivision

Location of Subdivision: City of Homer

KPB Number: 2007-239

Date of Planning Commission Approval(s)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

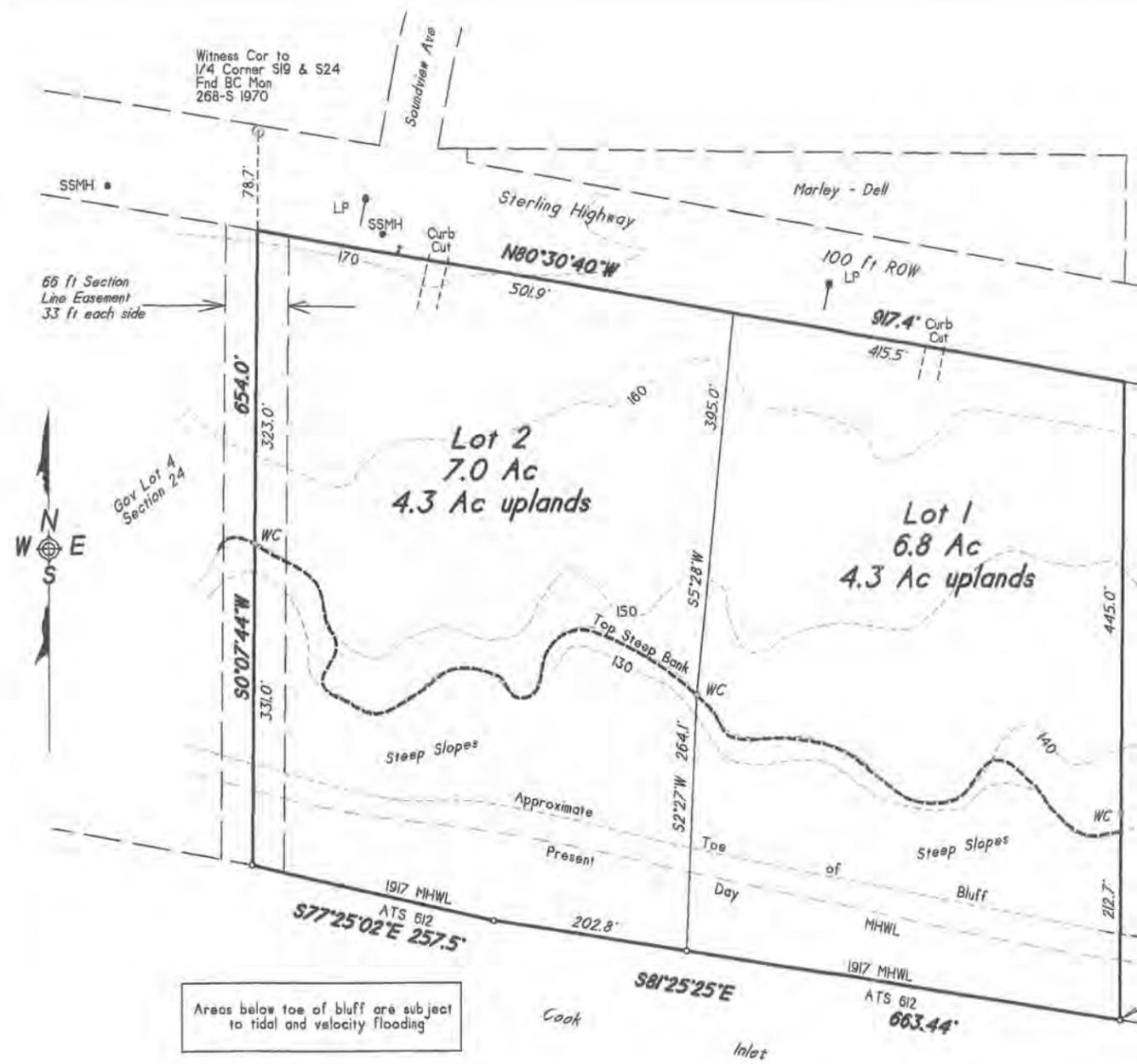
Reason for time extension request.

Moving forward with this sub-division  
continues to exceed any returns at this  
time.

Date: 10/3/19

Signature of Surveyor/Property Owner: Jessith A. Marley





Areas below toe of bluff are subject to tidal and velocity flooding



Witness Cor to 1/4 Corner S19 & S24  
Fnd BC Mon  
268-S 1970

**Ownership Certificate**

We hereby certify that we are the owners of the real property shown and described hereon and that we hereby adopt this plan of subdivision and by our free consent dedicate all rights-of-way to public use and grant all easements to the use shown.

We further certify that the Deed of Trust affecting this property does not contain restrictions which would prohibit this subdivision, or require signature and approval of the beneficiary.

Donald P. Nellis \_\_\_\_\_ DATE  
183 West Bayview  
Homer Ak 99603

The Revocable Living Trust of Richard J. Smith and Orphalee Smith  
by Richard J. Smith, Trustee \_\_\_\_\_ DATE  
183 West Bayview  
Homer Ak 99603

The Revocable Living Trust of Richard J. Smith and Orphalee Smith  
by Orphalee Smith, Trustee \_\_\_\_\_ DATE  
183 West Bayview  
Homer Ak 99603

Judith Ann Marley Trust  
by Judith Ann Marley, Trustee \_\_\_\_\_ DATE  
183 West Bayview  
Homer Ak 99603

Notary's Acknowledgement  
Subscribed and sworn to me before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
For Donald P. Nellis

Notary Public for Alaska  
My Commission Expires \_\_\_\_\_

Notary's Acknowledgement  
Subscribed and sworn to me before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
For Richard J. Smith

Notary Public for Alaska  
My Commission Expires \_\_\_\_\_

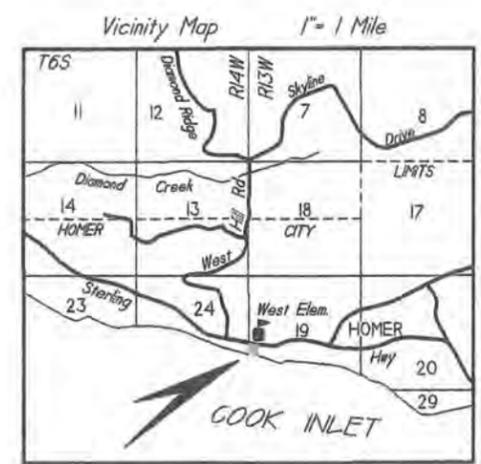
Notary's Acknowledgement  
Subscribed and sworn to me before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
For Orphalee Smith

Notary Public for Alaska  
My Commission Expires \_\_\_\_\_

Notary's Acknowledgement  
Subscribed and sworn to me before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
For Judith Ann Marley

Notary Public for Alaska  
My Commission Expires \_\_\_\_\_

**PRELIMINARY**  
6-28-07



**Notes**

- All wastewater disposal systems shall comply with existing applicable laws at the time of construction.
- No permanent structures shall be constructed or placed within an easement which would interfere with the ability of a utility to use the easement.
- No access to State maintained rights-of-way permitted unless approved by State of Alaska Department of Transportation.
- All lots within this subdivision are subject to City of Homer Zoning Regulations. Refer to the Homer City Code for all current setback and site development restrictions. Owners should check with the City of Homer Planning Dept. prior to development activities.
- Portions of these lots may or may not contain wetlands. The Owner should contact the Corps of Engineers for wetlands information prior to any ditching or filling of these lots.
- Contours are from the COH Lidar Map, are not based on field survey, and are for planning purposes only.

**Surveyors Certificate**

I hereby certify that I am a Registered Land Surveyor and that this plat represents a survey made by me or under my direct supervision and the monuments shown hereon actually exist as described and that the dimensions and other details are correct to the best of my knowledge.

Roger W. Imhoff LS 5780 Date \_\_\_\_\_

**Plat Approval**

This plat was approved by the Kenai Peninsula Borough Planning Commission at the meeting of \_\_\_\_\_

KENAI PENINSULA BOROUGH  
By: \_\_\_\_\_  
Authorized Official

REDUCED SCALE



2007-239

**Marley Subdivision**

Being a Subdivision of Government Lot 3, Section 19, T6S, R13W, S1M Excluding those portions lying within Right-of-Way of the Sterling Highway, and Excluding therefrom Yukon View Subdivision per Plat No. 96-62 and Excluding therefrom Marley-Dell Subdivision per Plat No. 75-51

Located within the City of Homer,  
Kenai Peninsula Borough  
Homer Recording District, Third Judicial District, Alaska

Contains 13.78 Acres, more or less

Clients: Marley et al Homer Ak	Surveyor: Roger W. Imhoff, RLS P.O. Box 2588 Homer Ak 99603
FB 2001-1 P65	Drawn: RWI
Scale 1" = 100 Ft	Date June 2007
Marley20076-28-07.vcd	KPB File No. 2007-





## City of Homer

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

## Planning

491 East Pioneer Avenue  
Homer, Alaska 99603

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

(p) 907-235-3106

(f) 907-235-3118

TO: Homer Advisory Planning Commission  
FROM: Rick Abboud AICP, City Planner  
DATE: October 16, 2019  
SUBJECT: Staff Report 19-86 City Planner's Report

---

### City Council 10/14/19

Ordinance 19-49, An Ordinance of the City Council of Homer, Alaska Imposing a Temporary Six-Month Moratorium on Applications for Professional Offices and Medical Clinics in the Residential Office District and Directing the Planning Commission to Make a Recommendation to the City Council for the Creation of a Medical District in the Vicinity of the South Peninsula Hospital During this Time Frame. Smith. Recommended dates Introduction October 14, 2019 Public Hearing and Second Reading October 28, 2019

### Natural Hazards

The Coastal Stability project has been approved by FEMA. Project planning will start in late fall/winter.

The Lidar images taken to help evaluate landslide hazards last spring look great and the contractors will be processing the data further.

### Appeals

We have prevailed on all points of appeal regarding the CUP for Windjammer's porch.

I participated in oral arguments regarding the appeal of the remand hearing for the medical clinic October 7<sup>th</sup>. The Hearing Officer has 60 days from the date of the appeal hearing to render a decision.

### Work list

- Green Infrastructure – We will be planning a work session or presentation from public works regarding the latest grant implementation next meeting.
- Medical district – awaiting decision on the appeal
- Transportation plan – Memo to council
- Permit requirements – on agenda
- Signs – on agenda

City Council report sign up

10.14.19 Bos

10.28.19 Highland

11.25.19 Smith

12.09.19



# City of Homer

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## Planning

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(p) 907-235-3106

(f) 907-235-3118

### Staff Report PL 19-87

TO: Homer Advisory Planning Commission  
THROUGH: Rick Abboud, City Planner  
FROM: Julie Engebretsen, Deputy City Planner  
DATE: October 16, 2019  
SUBJECT: Sign Code

#### Introduction

In May, the Economic Development Commission (EDC) identified a need for business owners regarding signage allowance in large structures that house multiple tenants. Planning staff has also found it challenging to permit effective signage for tenants in this situation. The Planning Commission determined they wanted to work on this topic in the fall.

There main gist of the EDC comments address allowed signage on some of our community's larger buildings, where the building is two stories, or has more than one main entrance – such as on a corner lot. The EDC offers two solutions for determining how much signage a building can have, called “Method 1” and “Method 2.” (Attached)

Staff would also like to briefly touch on allowing additional freestanding signs, and parking lot identification. Examples for each scenario will be provided at the meeting.

#### Analysis

Current Code – Table 2 Part B (see attachments), lists the square feet of wall frontage of the building, and the corresponding allowed signage PER BUILDING. Emphasis is added because if there is more than one structure, each structure is allowed signage according to the calculated wall frontage. For example, a Spit boardwalk with 10 buildings can have a separate sign allowance for each building. But a strip mall with interior tenants, or two story structure with 10 tenants is limited to a maximum of 150 square feet of signage. The sign code was amended in 2012 to allow the per building sign allowance, but no solution was adopted for multitenant buildings.

#### Proposed solutions

*Method 1: Corner lots.*

There are a few buildings in Homer that are large, and are located on corner lots. A clear example is Kachemak Center at the corner of Pioneer, Heath and Lake St (Subway, Summit

Physical Therapy are current tenants). Signage has long been a problem at this location. The building has great street traffic, but for the size of the structure and number of tenant spaces, 150 square feet of signage across three walls for the whole property is inadequate. Method 1 would grant additional signage on the east and west sides of the building, because they each front a maintained street. The amount of signage would be limited to ½ the allowance on the front (75 feet each).

**Analysis:** Method one provides a solution for side entrances.

**Staff comment:** What about just applying the existing wall frontage rules to the side of the building? Again this is for corner lots with multiple tenants and a public entrance on more than one face of the building. There are a handful of properties this applies to. Staff will provide examples at the meeting.

**Question 1 for the Commission:** Would you allow a second freestanding sign on the property? Perhaps if it was serving the secondary entrance? (Again, only talking about corner lots in this discussion)

Method 2: Multi-story buildings and/or more than 1 interior tenant.

This proposal is trickier and may have some unintended consequences. This method addresses multi-story buildings, or buildings where there are tenants with interior only access. Examples include the Kachemak Center basement, the building on Sterling Highway where the toy store and Thai restaurant are (345 Sterling Highway), and the Hillas Building at 126 W Pioneer Ave (next to the movie theater). Additional signage, in the amount of half the base allowance, would be granted to the structure. For a the Hillas building, if the current allowable signage is 150 square feet, that would increase by 50%, or 75 square feet, for a new total of 225 square feet. It would be up to the building owner to allocate the signage among the tenants, and could include a combination of wall and freestanding signage. (HCC already has limits on the size of the freestanding sign – no changes are under consideration.)

There is potential with this method that some really large signs could be put on a building, to the detriment of the smaller tenants. Larger communities address this by having an overall sign plan for the whole structure, so there is a cohesive plan starting from building design and construction. The concept of a unified permit up front is something we can explore, but regulating sign dimensions and proportions on a building is probably beyond the level of regulation our community desires, and beyond the level of service our department can provide. Staff just wants the Commission to be aware each solution may also have some unintended consequences. Staff continues to think through method two.

**Question 2:** Any comments or concerns on method 2?

### **Parking Lot entrance/exit signs**

This is a small point, but we have a few locations in the City where the primary entrance may have a freestanding sign, but a secondary entrance on another street is not allowed to have a logo or commercial message. Example; the main Safeway entrance is clearly defined on the Sterling Highway. Same with Wells Fargo. But if you are driving on Hazel Ave, its not as clear which businesses are served by which driveway. It is legal to have an entrance or exit sign, but that sign can't include the logo or business name. Staff researched Port Townsend WA, which has code language addressing this situation. Staff offers this idea for discussion.

#### Port Townsend

A. Parking Lot Identification Signs. Parking lot identification signs may be erected without a sign permit if restricted to posting regulations regarding the use of the lot and to identifying a parking lot with its owner, operator, or name of the business providing the lot. No advertising other than the name of the business shall be included. The total sign area for parking lot identification signs shall not exceed 32 square feet for each 1,000 square feet of parking lot area and each sign face shall not exceed six square feet; provided, that each lot shall be allowed at least one parking lot identification sign; and provided further, that these restrictions may be exceeded to the extent required by any applicable laws of the state. Parking lot identification signs shall not exceed a sign height of six feet;

**Staff comment:** Port Townsend has many small parking lots; a sign per 1,000 square feet of parking lot area is way more than we need in Homer. But the idea of at least one sign per parcel could assist with wayfinding. For example, the Chamber of Commerce is easily seen from the Sterling Highway. But the Ohlson Lane Entrance, where day parking for RV's is offered, would be an appropriate place for a clear entrance sign. Other examples could be the Safeway entrance on Hazel Ave, or the college entrance on Kachemak Way.

**Question 3:** What does the commission think about exploring parking lot signage? If there is consensus on this topic, staff can do further research and create a proposal.

### **Staff Recommendation**

#### **Commission discuss the following questions and provide feedback**

1. Should an additional freestanding sign be allowed for a secondary entrance? Perhaps for a total of two freestanding signs per lot?
2. Any comments or concerns on method 2?
3. What does the commission think about exploring parking lot signage?

**Next Steps:** Staff will listen to Commission discussion and comments, and provide additional information as requested. Eventually, an ordinance will be drafted with proposed changes.

## Attachments

1. Table 2 – HCC 21.60
2. May 8, 2019 EDC memo to HPC
3. May 15, 2019 PC minutes excerpt

## 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.



## Memorandum

TO: HOMER ADVISORY PLANNING COMMISSION

FROM: ECONOMIC DEVELOPMENT ADVISORY COMMISSION

THROUGH: JENNY CARROLL, SPECIAL PROJECTS & COMMUNICATIONS COORDINATOR

DATE: MAY 8, 2019

SUBJECT: REQUEST TO CONSIDER AMENDMENT TO SIGN CODE FOR LARGE COMMERCIAL BUILDINGS WITH MULTIPLE BUSINESS TENANTS.

---

The Economic Development Advisory Commission is reaching out to you about a deficiency in the sign code as it relates to large, commercial buildings with multiple business tenants. After becoming aware of the issue through comments received in the 2017 Business Retention and Expansion Survey, the EDC began researching the existing Homer Sign Code, interviewing small business owners and talking to Planning Department staff to better understand the issue and develop possible solutions.

The EDC took this topic up at their April 9, 2019 meeting. In summary, the existing sign code provides a mathematical system based on road frontage to regulate signage in the community. This system seems to work well for the majority of businesses in Homer, equitably allotting signage square footage for businesses located in buildings with only one or two business tenants and businesses that are one of a group of small buildings on one commercial property.

Where the code falls short is in allocating adequate signage space to larger commercial buildings that house a larger number of small business tenants. The code provides no provision to increase signage for multi-level buildings or for buildings housing businesses two or more spaces deep from the storefront. This creates a barrier to sign advertising for small businesses located in larger multi-tenant buildings.

Examples of buildings with individual businesses that may have inadequate signage for the number of business that are in the building:

- Point of View Mall [on Lake Street]
- Blue Old Bank Building [corner of Lake Street and East End Road]
- Hillas Building [on Pioneer Ave uphill beside the movie theatre]
- Bypass Mall [on Sterling Highway adjacent to O'Riley's]
- Alderfer Building [on Ocean Drive at Beluga Lake]
- Kachemak Center [on Pioneer Ave between Heath and Lake Street]

It is in Homer's economic interest to develop strategies and actions that support small business retention and expansion.

After their discussion, the EDC passed a motion to 1) share the deficiency with you for your deliberation and 2) recommend sign code amendments to calculate allotted signage above 150 ft<sup>2</sup> to better accommodate the advertising needs of small businesses leasing space in large commercial buildings with multiple business tenants.

Below, the EDC shares two amendment ideas developed by EDC Commissioner Richardson in hopes it is useful in starting the discussion. The EDC has spoken with City Planner Abboud who is also looking into model codes to see what other methods are used to accommodate spatial features in buildings.

## POTENTIAL METHODS FOR ALLOTING SIGNAGE ABOVE 150 SQUARE FEET

### Method 1 – Calculation by Secondary and Tertiary Entrances on Public Right of Way

- Buildings that have more than one entrance for clients, where the entrance is accessed by a separate public right-of-way that is bordered by a maintained road. The following criteria will be:
  - A separate sign permit by the city must be issued in addition to the original permit
  - Secondary and tertiary entrances must be commonly used by clients and must access the interior of the building and conversely the entrance must access a parking lot, sidewalk or road. These entrances are approved at the sole direction of the planning department. Alleys, stairways to upper levels, Emergency Exits likely do not apply.
  - Additional Square footage is applied to existing city allotment chart by  $\frac{1}{2}$  [half the amount allotted on the chart]
  - For example, a building with 200 x 12 feet [greater than 750] of wall frontage on a main road are allotted 150 square feet of sign space. With two other public accesses of secondary and tertiary frontage measuring 80 feet by 20 feet [greater than 750] on the east side of the building and 80 feet by 20 feet [greater than 750] on the west side of the building.
    - 2400 square feet = 150 square feet original signage
    - East side 1600 square feet = secondary allotment  $150 \text{ sq feet} / 2 = 75 \text{ square feet}$
    - West side 1600 square feet = tertiary allotment  $150 \text{ sq feet} / 2 = 75 \text{ square feet}$
  - Total of 300 square feet of signage approved.



### Method 2 – Split Level Buildings and Buildings Two or More Businesses Deep

- Buildings that have more than one entrance for clients, where the building is split level or two or more businesses deep.
  - In a building that has one frontage, which is the only frontage that has access to a public street, and is split level or is more than one business in depth – the owner may apply for additional signage if Method 1 above does not provide additional signage.
  - Additional Square footage is applied to existing city allotment chart by  $\frac{1}{2}$  [half the amount allotted on the chart]

- If the building is split level, then the larger of the two levels will be applied to the original allotment and smaller level will be assigned additional sign square footage based on a calculation of the surface area of the smaller level divided by two.
  - Such as if 150 square foot would be allotted for the largest level, then 75 square feet is added to the original allotment for a total of 225 square feet of signage.
- If the building is more than one business deep, and at least two businesses are not represented by the frontage calculation, then  $\frac{1}{2}$  of the original frontage calculation will be applied to the original frontage allotment. Therefore, if the original frontage gained the building 150 square feet of signage – 75 square feet would be added for a total of 225 square feet.



Thank you and the Planning Department staff for giving this your consideration. Please alert us to any worksessions you may have on this topic. Commissioner Richardson and potentially other EDC Commissioners would like to attend.

### **RECOMMENDATION**

The Economic Development Advisory Commission recommends that the Advisory Planning Commission pass a motion to review options and amend the Sign Ordinance to address the deficiency in the current code as it relates to larger commercial buildings that house several small business tenants.



City Planner Abboud reviewed Staff Report 19-45 explaining that in a technical rewrite of the Homer City Code in 2008 there was inadvertently a change in the definition of medical clinic. He would like to get something on the books right now that allows clinic in CBD outright and they can leave the size requirements, etc., to the CUP process. Currently only professional office is allowed and this does not allow medical clinics. They can then permit medical clinic outright.

City Planner Abboud brought forth points on medical clinics in the Residential Office district. He responded to a question on the ramifications to eliminating the term medical clinic would result in the requirement to make amendments to Professional Office. He commented on an instance when at one time there was a dispensary or pharmacy in the RO. The district was changed to RO because of demand and if the need is there the demand will grow and sometime in the future will change to possibly CBD because of the changes in the nature of the district.

Commissioner Banks reiterated the need for the change in the CBD by having the commission make a motion on amending City Code to add allowing Medical Clinics in the CBD and outlining the process that would be required to effect that change. He questioned if the Commission could address the medical district overlay at the same time.

City Planner Abboud explained that the Commission will have to follow the process on the remand first and appeal if that happens before addressing those changes.

Commissioner Highland pointed out that they would have to have a public hearing at the next meeting then it would go to City Council and they would not approve it until their meeting in July.

HIGHLAND/BANKS MOVED TO ADD MEDICAL CLINIC TO THE CENTRAL BUSINESS DISTRICT AS A PERMITTED USE.

There was a brief discussion on the amendment being the most reasonable.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

**B.** Staff Report 19-46, Sign Ordinance

Chair Venuti introduced the item by reading of the title.

City Planner Abboud stated that he appreciated the work done by Dr. Richardson and advocacy on the recommendations that were proposed. He acknowledged the difficulties with the

current sign code and commented on two of the proposed recommendations that were presented.

Discussion ensued and the following points and comments were made:

- Building owner responsibility on signage allotment
- Allowance of signage for buildings that face multiple streets, dual level building signage
- Interior tenant signage allotment
- View sign code from Gilbert, Arizona which can be used as a guideline
- Previous work and education done by Planning staff and Commissioners
- Educating the public
- Signage types and measurement of light, electronic sign messages
- Not wanting an ugly clutter of signs, issues with signage sizes and what that actually looks like

Commissioner Highland favored having a short discussion on the issue as a courtesy to see what was possible.

Chair Venuti noted that a recommendation to motion this to a future meeting.

Commissioner Banks commented that they currently have several items on their worklist and did not think that they should hold worksessions during the summer and recommended that they address this in the fall.

Commissioner Smith requested input from City Planner Abboud on that recommendation.

City Planner Abboud responded that they are waiting on some items but that a response should be motioned as a courtesy.

Commissioner Petska-Rubalcava mentioned the previous presentation on Wayfinding and Trail signage and asked about combining those two things as they promote business also which provides a better gateway.

City Planner Abboud did not want to combine those two things as he believed that they can allow that type of signage without messing with the city code.

Commissioner Smith recommended putting this in a worksession in September.

Commissioner Banks agreed with the suggestion of adding it to the worklist and they can address the topic.

SMITH/HIGHLAND MOVED TO ADD THIS TO A WORKSESSION ON SEPTEMBER 4, 2019

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

**INFORMATIONAL MATERIALS**

A. City Manager's Report for the May 13, 2019 Homer City Council meeting

**COMMENTS OF THE AUDIENCE**

**COMMENTS OF THE STAFF**

Deputy City Clerk Krause inquired about using monument signage noting that several businesses could be advertised on that type of sign for a multi tenanted building.

City Planner Abboud responded that they do allow that type of signage. He then reminded the Commissioners to read the administrative law decision on the Medical Clinic. He noted the good information and decisions and how they need to make decisions defensible. He has also arranged to have the City Attorney perform some training at a worksession.

City Planner Abboud responded to question on the status of the Wayfinding that it was presented to Council but it is awaiting funding. He provided a bit of history on the Wayfinding idea and ended that it currently is in Council's hands for funding.

City Planner Abboud responded that if the commission would like to go there and address the issues regarding the clear cutting they can go there.

City Planner Abboud assured Commissioner Smith that the property owners are getting well above value for their properties, noting he is aware of who is buying up the property so they should not worry about it.

**COMMENTS OF THE COMMISSION**

Commissioner Highland inquired about the status of the Wayfinding plan and would not like to see the EDC go ahead on signs without input from the Commission. She then questioned the clear cutting of the lot on the way up West Hill and is cringing and waiting for someone to question who authorize that to be done. She wish that they have something that addressed that issue and is really concerned about improving the aesthetics.

Commissioner Smith commented on the topic of establishing a Medical District and it has come to his attention that the more of those properties that changeover are they in effect





# City of Homer

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## Planning

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Homer, Alaska 99603

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

(p) 907-235-3106

(f) 907-235-3118

### Staff Report PL 19-88

TO: Homer Advisory Planning Commission  
FROM: Rick Abboud AICP, City Planner  
DATE: October 16, 2019  
SUBJECT: Permitting

---

#### Introduction

I have created a draft ordinance for the Commission review prior to holding a public hearing.

#### Analysis

After incorporating the recommendation of the Commission, we have a draft ordinance to review prior to holding a public hearing. I plan to have an attorney review the proposal prior to public hearing. I added that all zoning permits for all buildings and structures be subject to item 1 on lines 42 and 43, submission of an as-built survey after completion.

Currently, the code requires multifamily, commercial, and industrial projects to submit items 1 through 3 as described on lines 42-47. I would like the Commission to give consideration to amending the code regarding items 2 and 3.

#### Item 2, lines 44-45

This item overlaps with item 1 and requires additional information regarding entrances, driveways, parking and loading areas. Entrances are readily apparent and it is just not necessary to verify with an as-built schematic. Driveways are permitted and inspected by public works. This leaves parking and loading areas. Once an as-built is submitted, parking and loading areas are easily determined as defined by the approved site plan.

#### Item 3, lines 46-47

This item is a bit confounding to me. It asks for proof of compliance with codes adopted by the State of Alaska. This is Fire Marshall territory. I'm not sure why we would want to spend time doubling up on code that is already enforced by another agency. We are in contact with the Fire Marshal's office at least annually and provide them with all permitting information and any other concerns we see with compliance.

I feel uneasy relying upon 'self-reported' information. We do not have anyone with the city that is qualified to verify any of the information. Building codes are somewhat of a moving target and it can become complicated documenting additions. If we feel that compliance with

buildings codes is a priority, then we should adopt code and hire someone qualified to inspect and enforce. If somehow it was reported that something was not built to code, I would have to rely upon the efforts of some third party, but I would likely just report it to the Fire Marshal.

### **Checklist**

We are drafting an updated zoning application form and intend to create a type of best practices document that will provide information about siting improvements. If this is not completed prior to the meeting, we will follow up and provide the Commission a chance for input.

### **Staff Recommendation**

Please consider amending items 2 and 3 and make a recommendation for a public hearing.

### **Att.**

Draft Ordinance

Draft zoning application

1 **CITY OF HOMER**  
2 **HOMER, ALASKA**

3 Planning

4 **ORDINANCE 19-xx**

5  
6 AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA,  
7 AMENDING HOMER CITY CODE 21.70.040, PERMIT TERMS; TO  
8 REQUIRE AN AS-BUILT SURVEY BE SUBMITTED TO THE CITY  
9 PLANNER AFTER COMPLETION OF ANY BUILDING OR  
10 STRUCTURE.

11  
12 WHEREAS, The 2018 Homer Comprehensive Plan Chapter 4, Goal 3, Objective A,  
13 Encourages establishment of a clear, coordinated regulatory framework that guides  
14 development, includes implementation strategies to review rules and regulation options with  
15 consideration of operational constraints and community acceptance; and

16  
17 WHEREAS, The 2018 Homer Comprehensive Plan Chapter 4, Goal 3, Objective B includes  
18 encouraging high quality buildings and site design; and

19  
20 WHEREAS, Creating a requirement for the submission of an as-built survey encourages  
21 diligence and adherence to site plans; and

22  
23 WHEREAS, It is in the interests of the Planning Commission and Homer citizens to  
24 ensure that improvements are built as approved by the Planning Department; and

25  
26 WHEREAS, An as-built survey provides a useful documentation of improvements and  
27 compliance with city code.

28  
29 NOW THEREFORE, THE CITY OF HOMER ORDAINS:

30 Section 1. Homer City Code 21.70.040 is hereby adopted to read as follows:

31  
32  
33 **21.70.040 Permit terms.**

34 a. A zoning permit shall include a deadline that allows the applicant a reasonable amount of time in  
35 which to complete the work authorized by the permit. If the work is not completed within the time  
36 allowed, the City Planner may grant one reasonable extension for good cause shown. No additional  
37 extension will be granted, except upon the approval of the Commission for good cause shown.

38 **b. Any zoning permit for a building or structure shall require the applicant to submit to the City**  
39 **Planner item 1 below.** A zoning permit for a multiple-family dwelling or for a building or structure for  
40 commercial or industrial use shall require the applicant to submit **items 1-3 below** to the City Planner,  
41 **All required items shall be submitted** promptly after completion of the work:

- 42 1. An as-built survey, completed by a licensed surveyor, of the location, foundation, dimensions,  
43 and proximity to all lot lines of all buildings and structures covered by the permit;
- 44 2. An as-built schematic of the completed building(s) and structure(s) showing at least the  
45 perimeter, dimensions, entrances, driveways, parking areas, and loading areas; and
- 46 3. Proof of compliance with applicable building, plumbing, electrical, mechanical and other such  
47 codes adopted by the State of Alaska.

48

49 Section 2: This ordinance is of a permanent and general character and shall be included in  
50 the City Code.

51

52 ENACTED BY THE CITY COUNCIL OF THE CITY OF HOMER THIS \_\_ DAY OF \_\_\_\_\_,  
53 2019.

54

55

CITY OF HOMER

56

57

58

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

59

60

61 ATTEST:

62

63

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

65

66

67 YES:

68 NO:

69 ABSTAIN:

70 ABSENT:

71 First Reading:

72 Public Hearing:

73 Second Reading:

74 Effective Date:

75

76 Reviewed and approved as to form:

77

78

79

80 \_\_\_\_\_  
Katie Koester, City Manager

\_\_\_\_\_

81

82 Date: \_\_\_\_\_

Date: \_\_\_\_\_



# City of Homer

www.cityofhomer-ak.gov

Planning  
491 East Pioneer Avenue  
Homer, Alaska 99603

Planning@ci.homer.ak.us  
(p) 907-235-3106  
(f) 907-235-3118

## Zoning Permit Application

Applicant's name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Alternate phone #: \_\_\_\_\_

Email: \_\_\_\_\_

### Property Owner (if different than the applicant):

Name: \_\_\_\_\_

Physical Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_ Alternate phone #: \_\_\_\_\_

Email: \_\_\_\_\_

### Property Identification:

Address: \_\_\_\_\_

Legal Description: \_\_\_\_\_

KPB Tax ID #: \_\_\_\_\_ Lot Size: \_\_\_\_\_ acres Zoning District: \_\_\_\_\_

### Project Information:

Describe the project \_\_\_\_\_

Describe the use of the property \_\_\_\_\_

Circle the type of proposed use: Single Family Home Duplex/Triplex Multi-family Commercial Other

**New Structure(s)** total gross floor area (sq. ft.) \_\_\_\_\_ # of dwellings \_\_\_\_\_ # of bedrooms \_\_\_\_\_

**Existing Structures** total gross floor area \_\_\_\_\_ # of dwellings \_\_\_\_\_ # of bedrooms \_\_\_\_\_

**Estimated Value of Improvements** (materials and labor) \$ \_\_\_\_\_

### For staff use:

Date Received: \_\_\_\_\_ Fee Received: \$ \_\_\_\_\_ Received by: \_\_\_\_\_

**Residential \$200/Commercial \$300. SWP \$200 additional. Late fee 1.5 times.**

*Finance Code 21-2106.*

Completed site plan date: \_\_\_\_\_ completed application date: \_\_\_\_\_

# Development Standards for All Projects

## **Dirt Work and Drainage** (HCC 21.50)

- All exposed, cleared, filled and disturbed soils must be revegetated within 9 months of initial earthwork or reseeded by the next August 31<sup>st</sup>.
- Drainage design must deposit all runoff into either an engineered drainage system or into a natural drainage. Building must be setback 15 feet from open ditches and 10 feet from closed drainage systems.
- Development activities shall not adversely impact other properties by causing damaging alteration of surface water drainage, surface water ponding, slope failure, erosion, siltation, intentional or inadvertent fill or root damage to neighboring trees, or other damaging physical impacts.

## **Steep Slopes** (HCC 21.44)

Additional standards apply if one of the following site conditions exist (check any that apply)

- The average slope of the lot is greater than 15% (A rise of 15 feet to 100 feet run)
- Disturbance will take place within 40 feet of the top, or 15 feet of the toe of a steep slope (45%), bluff, coastal bluff or ravine

## **Exterior Lighting** (HCC 21.59.030)

- Outdoor lighting must not shine beyond property boundaries or cast bright glare affecting the street or neighboring properties. The maximum height for building-mounted lights is 15 feet and for pole lights, it is 28 feet. Lights installed 15 feet or higher must be cut-off luminaires.

## **Landscaping** standards apply to all projects in a commercial district and any commercial project (HCC 21.50.030(f))

- Landscaping shall include the retention of native vegetation to the maximum extent possible
- A minimum buffer of 3 feet along lot lines and 15 feet along the top bank of a defined drainage
- Topsoil addition, seeding, and plantings must be completed within 9 months of completion of project
- Parking lots with 24 spaces or more have additional standards (HCC 21.50.030(f)(1)(b))

## Required Submittal Items for All Building Projects

- ☑ This **Zoning Permit Application** form must be signed and submitted, along with the application fee.
- ☑ A **Site Plan** is required for all projects. This “bird’s eye view” must show the entire lot and include all of the details found on the site plan checklist. *See the attached example site plan and checklist.*
- ☑ A **Building Elevation** drawing is required for all proposed and existing buildings. Building height from grade to the peak of the roof must be included. *See the attached example building elevation drawing.*

### *New Requirement*

- ☑ An **As-built Survey**, completed by a licensed surveyor is required upon completion of work for all **new buildings and building additions**. The survey must show the location and dimensions of permitted structures (HCC 21.70.040)

# Additional Approvals for All Projects

AS APPLICABLE, THESE MUST BE OBTAINED PRIOR TO ISSUANCE OF A ZONING PERMIT

- A **Driveway Permit** is required for any new driveway approach or alteration to an existing approach. For permitting on city roads, contact the Public Works Department at (907) 235-3170. For State roads, contact the local DOT office at (907)235-5218.

Will the driveway approach be constructed or altered? \_\_\_\_\_ IF yes, then Driveway Permit #: \_\_\_\_\_

- A **Water & Sewer Connection Permit** is required when City utilities are available to the property. For this permit, contact the Public Works Department at (907) 235-3170.

Is city water available? \_\_\_\_\_ Is city sewer available? \_\_\_\_\_ If yes, then permit # \_\_\_\_\_

- A **Wetlands Permit** is required when your project impacts a wetland. For permitting questions, contact the Army Corps of Engineers (ACOE) Kenai Field Office at . The following online map can be used to identify possible wetland areas: <https://www.kpb.us/gis-dept/online-mobile-viewers>

ACOE submission status: \_\_\_\_\_ ACOE Permit #: \_\_\_\_\_

- State Fire Marshal** approval is required for all commercial buildings or apartment projects of 4-units or more

Application status: \_\_\_\_\_ Permit # \_\_\_\_\_

- A **Fill & Grading Plan** is required when 3 ft. of fill is placed over 25% of the lot area (HCC 21.50.150)
- A **Sign Permit** is required for most projects that include advertising signage. Check with Planning Staff to find out if a permit is required for your project.
- A **Coastal Flood Hazard Area Development Permit** is required when the project lies within mapped coastal flood hazard areas. For all projects on coastal properties, check with the Planning Office for current flood area designations.
- The **Bridge Creek Watershed Protection District** has additional restrictions for property development (HCC21.40)
- A **Conditional Use Permit (CUP)** is required under certain circumstances, including but not limited to the following:
  - The project includes a conditionally permitted use, as listed in the specific zoning district section of HCC Title 21
  - Building area exceeds 8,000 square feet (all buildings combined) or 30% of the lot area
  - The project includes more than one building with a primary use

- A **Storm Water Plan (SWP)**, produced by a licensed engineer, is required when the project:

*Residential Zoning Districts (HCC 21.50.020)*

- Creates 25,000 square feet of new impervious surface
- Increases the total impervious surface coverage to one acre or greater
- Grading that moves 1,000 cubic yards of material
- Creates a permanent slope of 3:1 or more that exceeds 10 feet from toe of slope to top of slope

*Commercial Zoning Districts (HCC 21.50.030)*

- Creates 25,000 square feet of new impervious surface
- Increases the impervious surface coverage to greater than 60% of the lot area
- Grading of 1 acre or more
- Grading that moves 10,000 cubic yards of material
- A temporary or permanent slope of 3:1 or more that exceeds 10 feet from toe of slope to top of slope
- Land clearing or grading on slopes steeper than \_\_\_\_\_, or within 10 feet of wetlands, streams, or ponds

- A **Development Activity Plan (DAP)** is required when your project is located within a commercial zoning district (including the Residential Office District) and includes any of the following (HCC 21.74)
  - Clearing or grading of 10,000 square feet or more
  - 5,000 square feet or more of new impervious coverage. "Impervious" coverage includes all parking areas, driveways, roads, walkways, whether paved or not, and any areas covered by buildings or structures, concrete, or asphalt
  - Grading that moves 1,000 cubic yards of material
  - A temporary or permanent slope of 3:1 or more that exceeds 5 ft. from toe of slope to top of slope
  - Grading activities that will result in the diversion of existing drainage courses, both natural or human-made, from their existing point of entry or exit from the grading site
  - Any land clearing or grading on slopes steeper than 20%, or within 20 feet of wetlands.

*I/we certify that all the information contained in this application is true and accurate and that I am/we are authorized to act on behalf of the property owner(s). I/we hereby hold harmless the City of Homer, its employees and agents from all suits, actions, or claims arising from any work undertaken.*

*Any approvals required from the Homer Advisory Planning Commission, such as a Conditional Use Permit, must be approved PRIOR to issuance of the Zoning Permit. It is the permittee's responsibility to comply with all other permit terms at his/her expense.*

*The permit will be issued with the understanding that the City of Homer assumes no responsibility with regard to maintenance of private drainage systems that terminate in City ditch lines or drainages, including but not limited to foundation drains, proper location of lot lines, or site dimensions. Further, the City assumes no responsibility for the accuracy of any City-held drawings, or for the permittee's interpretation thereof.*

*I/we understand that the application fee covers the costs associated with processing this application, and that payment of same is nonrefundable and does not assure approval of the site plan. I/we acknowledge that by signing this application I am/we are authorizing employees or agents of the City access for exterior site inspections. This permit must be displayed so that it is readily visible from the nearest street, at the site for which the permit was obtained. If the exterior work is not completed by the permit's expiration date, one reasonable extension may be granted for good cause shown.*

*I/we understand that an as-built survey, completed by a licensed surveyor, is required upon completion of the project structure(s), according to Homer City Code 21.70.040*

Owner Signature (required): \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# City of Homer Planning & Zoning

491 East Pioneer Avenue  
Homer, Alaska 99603-7645

Telephone (907) 235-3106  
Fax (907) 235-3118  
E-mail Planning@ci.homer.ak.us

## DRAWING A SITE PLAN AND BUILDING ELEVATIONS

Address: \_\_\_\_\_

A site plan is a detailed scaled drawing which depicts the current and proposed improvement and uses of a parcel of land.

Drawing your own site plan is easier than you might expect. With accurate measurements, pencil, paper and a ruler you can draw a site plan right at home. For more complex projects you may need professional expertise for drainage, lighting and landscaping plans.

**Below is a checklist of items that should be on your site plan.** For items that do not apply to your project simply indicate: Not Applicable (NA).

- Scale factor. For example 1" = 20 ft.
- North arrow
- All property lines and their dimensions
- Proposed and existing structures, additions and their distances from the property lines.
- Setbacks: All property lines which abut a road require a 20 ft building setback.  
Care should be taken to measure from the property lines, NOT the road. Side and rear setback range from 5 ft – 8 ft depending on the number of stories.
- Fill area from the toe of the slope. Fill must be setback 5' from side and rear property lines.
- Building dimensions
- Adjacent roads
- Driveway
- Parking, 9' x 19' per space
- Decks, bay windows, cantilevers, exterior stairways
- Drainage flow arrows
- Wetland boundary

**Below is a checklist for your building elevation cross section. Your drawing needs to show the exterior view of the building.**

- Scale of drawing
- Building height (maximum is 35 ft)
- Slope or grade

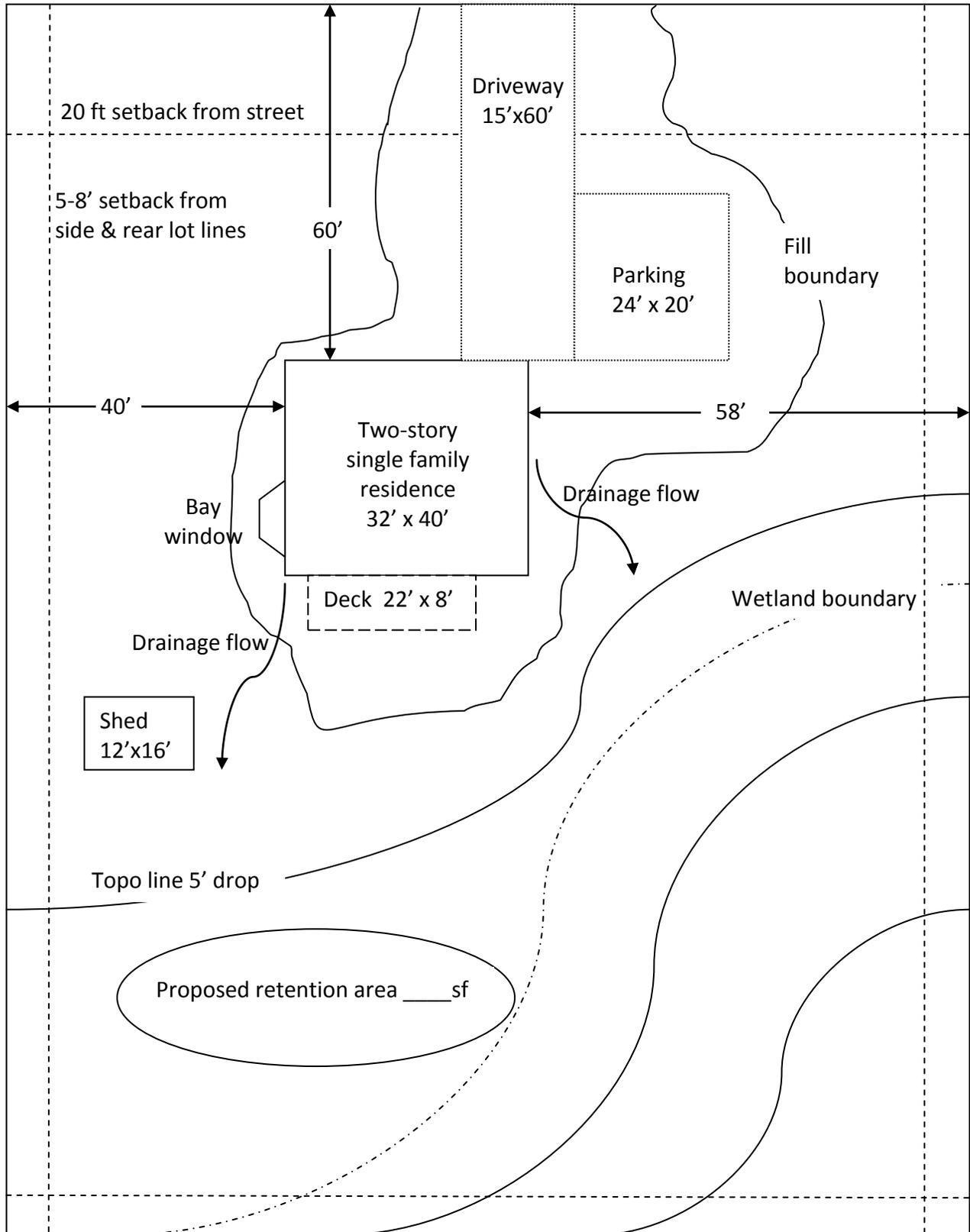
1" = \_\_\_ ft

Sample Site Plan



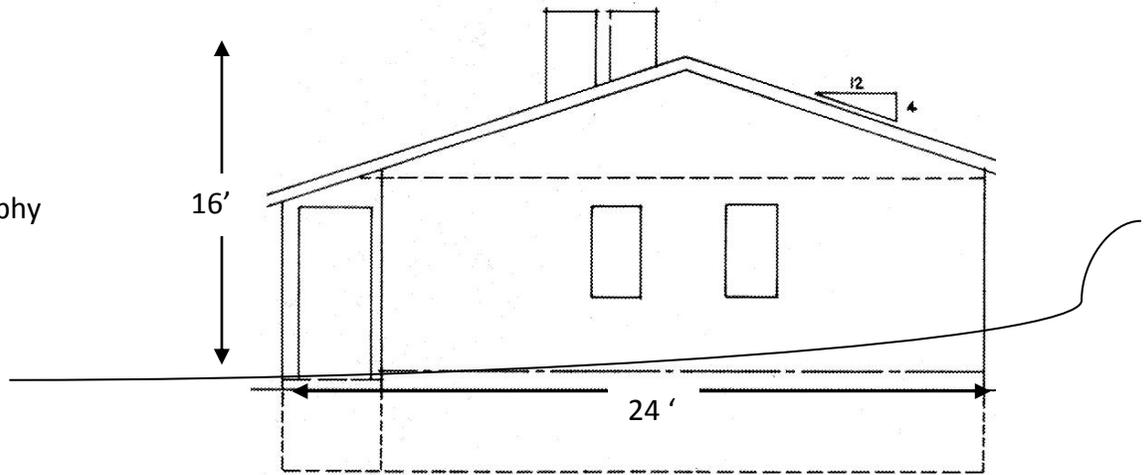
Anywhere Road

Lot Width = \_\_ ft

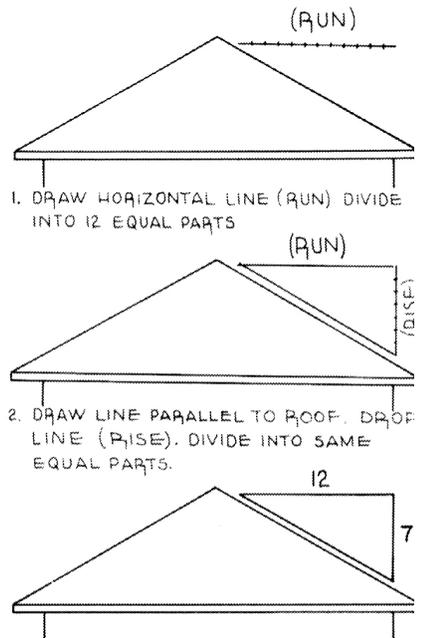


# Sample building elevation drawing

- Building height
- Wall dimensions
- Grade / topography

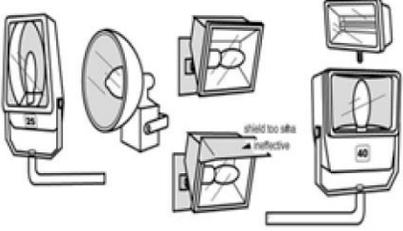
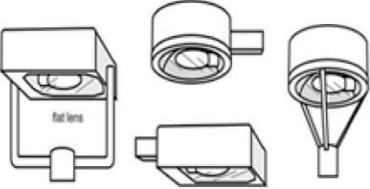
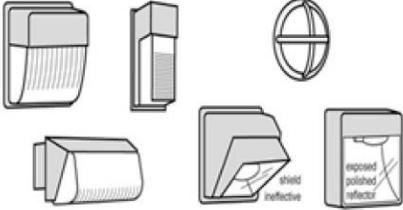
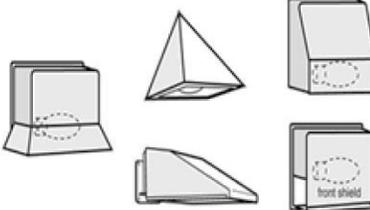
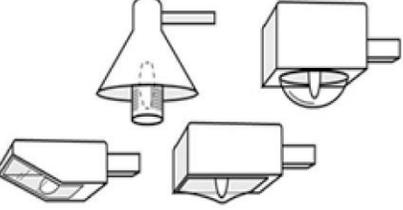
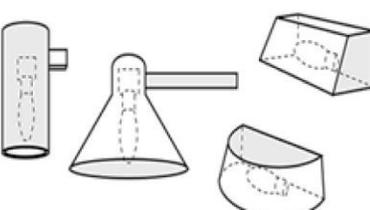
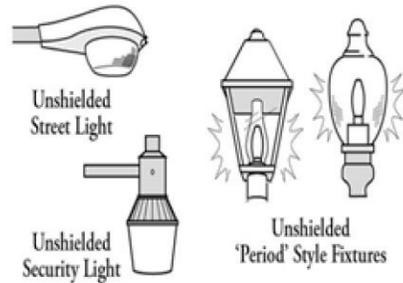
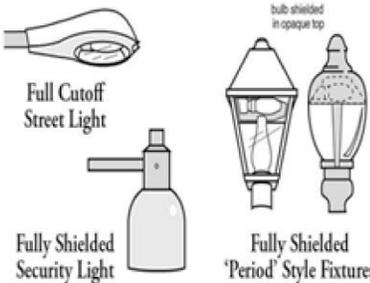
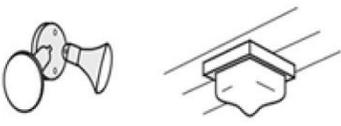
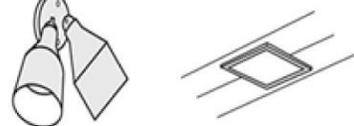


Your drawing here:



# Lighting Standards

The **Lighting standards** aim to reduce glare and light trespass and apply to the business and commercial projects. Depending on the scope of the project a Lighting Plan maybe required per HCC 21.59.030. For simple projects simply circle the type of cut-off light fixture you are using or provide your own.

UNACCEPTABLE Fixtures that Produce Glare and Light Trespass	ACCEPTABLE Fixtures that Shield the Light Source to Minimize Glare and Light Trespass - Facilitating Better Night Vision
 <p data-bbox="386 747 683 779">Unshielded or Poorly-shielded Floodlights</p>	 <p data-bbox="898 747 1040 779">Full Cutoff Fixtures</p>
 <p data-bbox="418 1062 646 1115">Unshielded Wallpacks &amp; Poorly-shielded Wall Mount Fixtures</p>	 <p data-bbox="800 1073 1133 1104">Fully-shielded Wallpack &amp; Wall Mount Fixtures</p>
 <p data-bbox="410 1388 654 1440">Drop-lens &amp; Sag-lens Fixtures with Exposed Bulb/Refractor Lens</p>	 <p data-bbox="881 1409 1044 1440">Fully-shielded Fixtures</p>
 <p data-bbox="354 1560 443 1612">Unshielded Street Light</p> <p data-bbox="354 1703 451 1755">Unshielded Security Light</p> <p data-bbox="565 1692 719 1745">Unshielded 'Period' Style Fixtures</p>	 <p data-bbox="800 1560 889 1612">Full Cutoff Street Light</p> <p data-bbox="800 1703 898 1755">Fully Shielded Security Light</p> <p data-bbox="1003 1703 1157 1755">Fully Shielded 'Period' Style Fixtures</p> <p data-bbox="1052 1476 1109 1507">bulb shielded in opaque top</p>
 <p data-bbox="378 1934 492 1986">Unshielded PAR Floodlights</p> <p data-bbox="565 1934 686 1986">Drop-lens Canopy Fixtures</p>	 <p data-bbox="849 1934 963 1986">Properly Aimed Floodlights</p> <p data-bbox="1003 1934 1125 1986">Flush Mounted Canopy Fixtures</p>



# City of Homer

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

Office of the City Clerk

491 East Pioneer Avenue  
Homer, Alaska 99603

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

(p) 907-235-3130

(f) 907-235-3143

## Memorandum

TO: ADVISORY BODIES  
FROM: MELISSA JACOBSEN, CITY CLERK  
DATE: OCTOBER 10, 2019  
SUBJECT: MEETING SCHEDULE FOR 2020

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Please review the draft resolution that establishes your meetings for 2020. If you have any changes please submit them by December 3, 2019.

Council will be setting the 2020 meeting schedule for Council and Advisory Bodies with the adoption of the resolution no later than their December 9, 2019 meeting.



1 **CITY OF HOMER**  
2 **HOMER, ALASKA**

City Clerk

3  
4 **RESOLUTION 19-0XX**  
5

6 A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,  
7 ESTABLISHING THE 2020 REGULAR MEETING SCHEDULE FOR THE  
8 CITY COUNCIL, ECONOMIC DEVELOPMENT ADVISORY  
9 COMMISSION, LIBRARY ADVISORY BOARD, PARKS ART  
10 RECREATION AND CULTURE ADVISORY COMMISSION, PLANNING  
11 COMMISSION, AND PORT AND HARBOR ADVISORY COMMISSION.  
12

13 WHEREAS, Pursuant to Homer City Code (HCC) Section 1.14.020, the City Council  
14 annually sets the schedule for regular and some special meetings, noting the dates, times and  
15 places of the City Council, Planning Commission, Advisory Commissions, and the Library  
16 Advisory Board meetings; and  
17

18 WHEREAS, The public is informed of such meetings through notices located at the City  
19 Clerk's Office, Clerk's Calendar on KBBI, the City Clerk's Website, and postings at the Public  
20 Library; and  
21

22 WHEREAS, HCC 1.14.020 - 040 states that meetings may be advertised in a local paper  
23 of general circulation at least three days before the date of the meeting and that special  
24 meetings should be advertised in the same manner or may be broadcast by local radio at least  
25 twice a day for three consecutive days or two consecutive days before the day of the meeting  
26 plus the day of the meeting; and  
27

28 WHEREAS, HCC 1.14.010 notes that the notice of meetings applies to the City Council  
29 and all commissions, boards, committees, subcommittees, task forces and any sub-unit of the  
30 foregoing public bodies of the City, whether meeting in a formal or informal meeting; that the  
31 failure to give the notice provided for under this chapter does not invalidate or otherwise affect  
32 any action or decision of a public body of the City; however, this sentence does not change the  
33 consequences of failing to give the minimum notice required under State Statute; that notice  
34 will ordinarily be given by the City Clerk; and that the presiding officer or the person or persons  
35 calling a meeting are responsible for notifying the City Clerk of meetings in sufficient time for  
36 the Clerk to publish notice in a newspaper of general circulation in the City; and  
37

38 WHEREAS, This Resolution does not preclude additional meetings such as emergency  
39 meetings, special meetings, worksessions, and the like; and  
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41 WHEREAS, Council adopted Resolution 06-144 on October 9, 2006 establishing the  
42 Regular Meeting site for all bodies to be the City Hall Cowles Council Chambers.

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NOW, THEREFORE, BE IT RESOLVED by the Homer City Council, that the 2020 meeting schedule is established for the City Council, Economic Development Advisory Commission, Library Advisory Board, Parks Art Recreation and Culture Advisory Commission, Planning Commission, and Port and Harbor Advisory Commission of the City of Homer, Alaska, as follows:

Holidays - City Offices closed:

January 1, New Year's Day, Wednesday	February 17, Presidents' Day, the third Monday	March 30, Seward's Day, last Monday	May 25, Memorial Day, last Monday	July 3**, Independence Day, Friday	September 7, Labor Day, first Monday
October 19**, Alaska Day, Monday	November 11, Veterans Day, Wednesday	November 26 Thanksgiving Day, Thursday	November 27, Friday, the day after Thanksgiving	December 25, Christmas, Friday	

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\*\*If on a Sunday, the following Monday is observed as the legal holiday; if on a Saturday, the preceding Friday is observed as the legal holiday pursuant to the City of Homer Personnel Rules and Regulations.

CITY COUNCIL (CC)

January 13, 27	February 10, 24	March 9, 23	April 13, 27	May 11, 26*	June 8, 22
July 27**	August 10, 24	September 14, 28	October 6 Election	October 12, 26 Oath of Office October 12	Canvass Board October 9
November 3 Runoff Election	November 23**	December 14****	December 21**** if needed		

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City Council's Regular Committee of the Whole Meetings at 5:00 p.m. to no later than 5:50 p.m. prior to every Regular Meeting which are held the second and fourth Monday of each month at 6:00 p.m. Council will not conduct a First Regular Meeting in July or November.

AML Annual Conference Week is tentatively scheduled for November 18-22, 2019.

\*Tuesday meeting due to Memorial Day/Seward's Day.

\*\*There will be no First Regular Meeting in July or November.

\*\*\*The City Council traditionally reschedules regular meetings that fall on holidays or High School Graduation days, for the following Tuesday.

66 \*\*\*\* The City Council traditionally cancels the last regular meeting in December and holds the  
 67 first regular meeting and one to two Special Meetings as needed. Generally the second Special  
 68 Meeting the third week of December, will not be held.

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70 ECONOMIC DEVELOPMENT ADVISORY COMMISSION (EDC)

January 14	February 11	March 10	April 14	May 12	June 9
July 14	August 11	September 8	October 13	November 10	December 8

71

72 Economic Development Advisory Commission Regular Meetings are held on the second  
 73 Tuesday of each Month at 6:00 p.m.

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75 LIBRARY ADVISORY BOARD (LAB)

February 4	March 3	April 7	May 5	August 4
	September 1	October 6	November 3	December 1

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77 Library Advisory Board Regular Meetings are held on the first Tuesday of the months of  
 78 February, March, April, May, August, September, October, November, and December at 5:30  
 79 p.m.

80

81 PARKS ART RECREATION AND CULTURE ADVISORY COMMISSION (PARCAC)

	February 20	March 19	April 16
May 21	June 18		August 20
September 17	October 15	November 19	

82

83 Parks Art Recreation and Culture Advisory Commission Regular Meetings are held on the third  
 84 Thursday of each month at 5:30 p.m. with the exception of January, July, and December.

85

86 PLANNING COMMISSION (PC)

January 2*, 15	February 5, 19	March 4, 18	April 1, 15	May 6, 20	June 3, 17
July 15**	August 5, 19	September 2, 16	October 7, 21	November 4**	December 2**

87

88 Advisory Planning Commission Regular Meetings are held on the first and third Wednesday of  
 89 each month at 6:30 p.m. \*The regular meeting scheduled the first Thursday since the first  
 90 Wednesday is a Holiday \*\*There will be no First Regular Meeting in July or Second Regular  
 91 Meetings in November and December.

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PORT AND HARBOR ADVISORY COMMISSION (PHC)

January 22	February 26	March 25		April 22	May 27	June 24
July 22	August 26	September 23		October 28	November 18	December 9

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Port and Harbor Advisory Commission Regular Meetings are held on the fourth Wednesday of each month at 5:00 p.m., with the exception of May, June, July and August meetings that are held at 6:00 p.m. The November meeting is scheduled for the third Wednesday and the December meeting is scheduled for the second Wednesday of the month.

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PASSED AND ADOPTED by the Homer City Council this 9<sup>th</sup> day of December, 2019.

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CITY OF HOMER

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KEN CASTNER, MAYOR

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ATTEST:

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MELISSA JACOBSEN, MMC, CITY CLERK

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Fiscal Impact: Advertizing of meetings in regular weekly meeting ad and advertising of any additional meetings.



# City of Homer

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

Office of the City Manager

491 East Pioneer Avenue  
Homer, Alaska 99603

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

(p) 907-235-8121 x2222

(f) 907-235-3148

## Memorandum

TO: Mayor Castner and Homer City Council  
FROM: Katie Koester, City Manager  
DATE: October 9, 2019  
SUBJECT: October 14<sup>th</sup> City Manager Report

---

### Attorney Transition

Last Council meeting, Homer City Council approved a contract with JDO Law to have Michael Gatti serve as the City Attorney. Mr. Gatti will be joining us at the October 14<sup>th</sup> meeting. He will stay an extra day and spend the 15<sup>th</sup> getting to know the City of Homer and the Department Heads his team will be working with. Please take a moment to welcome Mr. Gatti to the City of Homer team when you see him at Council; he brings with him a great deal of experience and expertise in local government.

On Thursday, September 19<sup>th</sup> I traveled to Anchorage for extensive transition meetings with JDO and BHB. Together, Ms. Wells and I briefed Mr. Gatti on open litigation and topics the Council has been working on. We talked about how contact with the City Attorney was managed by Homer to ensure that the direction received is from the body and that all members have the same information. According to the City Council Operating Manual, if members have questions of the attorney they should include all of Council, and requests for legal opinions should be approved by Council. I appreciate that these guidelines can make getting timely feedback difficult and welcome suggestions Council has on way to clarify the Operating Manual to make sure contact with the Attorney is prudent while preserving member's ability to garner legal advice as they develop policy.

### Page 2 of the Homer City Council Operating Manual

#### *Council Relation with City Attorney*

*"Contact with the Attorney by individual Councilmembers is expected to be judicious, always considering the fiscal impact. Specific information requested from the City Attorney by an individual must be in writing to the City Attorney and copied to each Councilmember. Legal opinions on sensitive, controversial, or potentially costly matters will be brought before the full Council for action and should be in written form whenever possible. "Legal Opinions" are defined as paper products and not intended to include advice/information provided verbally. Legal opinions will be given to all members at the same time it is given to the individual member.*

*When more than one solicited legal opinion exists on the same subject, the City Attorney's opinion overrides."*

## **Update on Providing Water to East Road Cottages**

Many members have asked for an update on the agreement approved by City Council on March 27, 2019 for Swell LLC's multi-unit affordable housing complex (East Road Cottages) to connect to City of Homer water. I have a signed contract with Swell and the connection fee of \$100,011 has been deposited in the HAWSP fund. As you recall, Swell briefly withdrew their agreement on July 17, 2019 after not being able to successfully obtain the permission of Kachemak City to provide extraterritorial water, a requirement of the contract and Alaska Statute. However, soon after the publication of the City Manager's report but before the July 22<sup>nd</sup> Council meeting, Kachemak City introduced and eventually passed Ordinance 19-04, allowing the City of Homer to provide water to certain parcels in Kachemak City.

City staff and the City Attorney have been working on putting together an application to the Regulatory Commission of Alaska (RCA) for a certificate of convenience to serve the property. The certificate of convenience is the only manner in which the RCA regulates City of Homer water utility; essentially we have to prove that we are able to service the property. Even though we have been actively working on the application since the passage of Ordinance 19-09(S), we have been waiting on state agencies to provide documentation for the application. We now have all the appropriate documentation and will be submitting an application by the beginning of next week. Once submitted, I will be able to get an estimate on how long it will take to process. Swell plans on breaking ground on the complex this winter when the ground is frozen.

## **Public Information Outreach on Ban on Single -use Disposable Shopping Bags**

The passage of Prop 1 in the recent General Election means that the single-use plastic bag ban will go into effect on January 1, 2020. An important step leading up to the ban is education. I have asked staff to begin working on an educational outreach plan to help make the transition as smooth as possible.

The outreach will consist of two components. One is to reach out to retailers about specifics of the ban, and to offer informative materials (posters or flyers to display and/or handouts) to deflect some of the "Why are you doing this?" conversations by the end of October and before the pre-holiday sales begin.

The other component is to educate consumers about how it is going to affect them and what they can do to be prepared for shopping excursions with the new ban in place. This will begin in November. We plan to post stories on our website, issue press releases, share Facebook/online newsletter posts in cooperation with the Chamber of Commerce, and create posters and handouts for stores that request them.

## **Confirm January 11, 2020 for Council Retreat**

With the passage of Memorandum 19-127 at the last Council meeting, I scheduled a four hour retreat for Saturday, January 11<sup>th</sup>. I will be working with Wise and Work facilitator Susie Admundson and Councilmembers Venuti and Lord on details of the retreat, including the structure and homework for members beforehand and report back through the manager's report.

## **City Manager to Attend ICMA Annual Conference**

I will be out of the office the week of October 21<sup>st</sup> attending the International City Manager Association Annual Conference. It is a packet deadline week, so I will be multitasking and available by phone and email. I will be back in the office Friday, October 25<sup>th</sup>. I am excited about the opportunity to learn from my colleagues and presenters at this massive gathering of City Manager's and government professionals. Thank you for affording me this professional development opportunity.

**Mission Statement**

Last year the City of Homer restructured the budget document to align with the Government Finance Officers Association standards. One glaring item missing was a mission statement for the City, a requirement to meet best practices in budgeting. While I was noodling around old budgets researching the history of HAWSP, I came across the mission statement below. Turns out it is in the City Manager Budget message from 2002 to 2011. I will be resurrecting this for the 2020-2021 budget, but wanted to call it out to Council as a great starting place when and if the body does decide to tackle a mission statement revision.

*“The City of Homer exists to provide quality services to all its citizens; to respond in the most appropriate, open and fiscally responsible manner possible to citizens’ needs and concerns; and to do so through the active participation of those citizens. These services include police, fire, emergency medical service, parks, cemeteries, animal control, street maintenance, water, wastewater collection and treatment, port and harbor, airport terminal, library, planning and general administration.”*

**Continuing Discussion on the Seawall**

As follow up to the September 23 worksession held on Seawall maintenance and planning, I have provided the attached two maps to help guide discussion on expanding the ODLSA, and to show the rate of erosion occurring in the area. It is difficult to provide a middle ground analysis regarding the recommendations proposed by Coastal Engineer McPherson without first having a tentative dollar amount in mind. Currently, parcels within the ODLSA pay 9.9625 mils towards the Seawall out of their total mil rate of 21.4625. In 2018, the 9.9625 mils generated close to \$29,000. This amount, in addition to the City’s annual contribution of \$10,000, was not enough to keep up with the ever increasing maintenance projects but luckily the account had savings to cover the difference. According to the Kenai Peninsula Borough, City Council can decide to raise the mil rate for ODLSA parcels to a maximum of 30 without bonded debt. If implemented today, this would mean increasing the Seawall’s current portion of the ODLSA mil rate by 8.5375. Based on the 2019 taxable value, the 18.5 mil rate portion could generate just about \$56,000 towards seawall bonded indebtedness, which would only finance less than half of the annual contribution needed to place armor rock at the toe of the Seawall. I have asked for legal input on the procedure for raising the mil rate above 30 mils to finance debt.

**Maximum Mil Rate  
without Bonded Debt**

**2019 Mil Rate**

Homer	4.5
Homer ODLSA	9.9625
Borough	4.70
So. Hospital	1.18
SH TY18 & Prior Debt	1.12
<b>Total</b>	<b>21.4625</b>

Homer	4.5
Homer ODLSA	18.5
Borough	4.70
So. Hospital	1.18
SHTY18 & Prior Debt	1.12
<b>Total</b>	<b>30</b>

**Bringing Homer Highlights to Alaska Municipal League’s (AML) “Alaska Block Party” in November**

AML is hosting its 3<sup>rd</sup> annual “Alaska Block Party” at the Annual Local Government Conference in Anchorage and Homer is invited! Participating municipalities will be given an 8’ round table to decorate with fixtures that showcase their respective community. This is a unique “meet and greet” opportunity to learn more about Alaska while sharing with others what makes Homer so special. I would love Council’s assistance in gathering up decorations or products that highlight our coastal town. So far my office has reached out to Bay Welding to see if they have a small model of the Seawolf, the 120 passenger catamaran that brought many local businesses together in order construct the largest vessel built in Homer. Please bring your contributions to Rachel in my office by November 14<sup>th</sup>.

Enc:

- Kachemak City Ordinance 19-04
- 6 month quarterly report
- Karen Hornaday Park traffic calming
- Ocean Drive Loop Maps

CITY OF KACHEMAK  
KACHEMAK, ALASKA  
ORDINANCE 2019-04

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF KACHEMAK, ALASKA, AND PURSUANT TO THE PROVISIONS OF AS 29.35.020 (b) TO ALLOW THE WATER UTILITY OF THE CITY OF HOMER, ALASKA AN EXTENSION OF SERVICE TO PARCELS LOCATED WITHIN THE BOUNDARIES OF KACHEMAK CITY.

WHEREAS, Kachemak City does not maintain a municipal water system; and

WHEREAS, The City of Homer constructed a water main in Kachemak City immediately adjacent to Kachemak City parcels abutting East End Road; and

WHEREAS, The City of Homer has provided service stub-outs that may provide water to lots that front the water line; and

WHEREAS, the City of Homer, having financed the cost of the water line, has ascribed a value that would require a plan of equitable reimbursement prior to allowing connections; and

WHEREAS, Kachemak City must also provide the City of Homer permission to operate its utility within the confines of Kachemak City; and

WHEREAS, Kachemak City already regulates the provision of public utility services including water service pursuant to Title 6 of the Kachemak City Code of Ordinances.

NOW THEREFORE, BE IT ORDAINED by the City of Kachemak:

Section 1. Classification. Section 2 of this ordinance upon adoption shall become a permanent part of the Kachemak City Code.

Section 2. Amendment of Chapter 6.02. Chapter 6.02 of the Kachemak City Code is hereby amended by adoption of a new section 6.02.04 to read as follows:

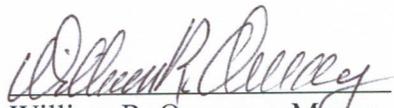
**6.02.04 Acceptance of Homer Power to Extend Water Utility Service to Parcels Located Within the Boundaries of Kachemak City.**

Pursuant to the provisions of AS 29.35.020 (b) and subject to Kachemak City Code 6.01.03 Nondiscrimination and 6.02 Water Rules and Regulation, Kachemak City approves the extension of water service by the City of Homer to parcels located within the boundaries of Kachemak City. Approving extension of water service does not authorize the City of Homer to extend zoning and planning power within Kachemak City.

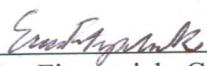
Section 3. Effective Date. This ordinance shall be effective upon adoption.

ADOPTED by the City Council of the City of Kachemak, Alaska this 30<sup>th</sup> day of August, 2019.

CITY OF KACHEMAK

  
William R. Overway, Mayor

ATTEST:

  
Erica Fitzpatrick, City Clerk

First Reading: 8-14-19

Public Hearing: 8-30-19

Second Reading: 8-30-19

Quarterly General Fund  
Expenditure Report  
For Quarter Ended June 30, 2019

	<b>Adopted FY19 Budget</b>	<b>Actual As of 6/30/19</b>	<b>Budget Remaining</b>	<b>% Budget Used</b>
<b><u>Revenues</u></b>				
Property Taxes	\$ 3,406,952	\$ 139,524	\$ (3,267,427)	4.10%
Sales and Use Taxes	5,408,322	2,100,540	(3,307,781)	38.84%
Permits and Licenses	34,963	21,274	(13,689)	60.85%
Fines and Forfeitures	24,865	7,670	(17,195)	30.85%
Use of Money	34,346	117,669	83,324	342.60%
Intergovernmental	569,700	247,033	(322,667)	43.36%
Charges for Services	610,305	149,023	(461,282)	24.42%
Other Revenues	-	40,038	40,038	100%
Airport	148,732	96,992	(51,741)	65.21%
Operating Transfers	2,012,178	1,406,585	(605,593)	69.90%
<b>Total Revenues</b>	<b>\$ 12,250,363</b>	<b>\$ 4,326,348</b>	<b>\$ (7,924,014)</b>	<b>35.32%</b>
<b><u>Expenditures &amp; Transfers</u></b>				
Administration	\$ 1,099,661	\$ 541,104	\$ 558,557	49.21%
Clerks	751,823	318,648	433,175	42.38%
Planning	374,333	181,164	193,169	48.40%
Library	932,402	423,925	508,477	45.47%
Finance	697,254	324,288	372,966	46.51%
Fire	1,059,435	495,601	563,834	46.78%
Police	3,259,226	1,601,421	1,657,804	49.14%
Public Works	2,779,148	1,249,580	1,529,568	44.96%
Airport	219,842	108,896	110,947	49.53%
City Hall, HERC	185,584	93,744	91,840	50.51%
Non-Departmental	94,000	94,000	-	100.00%
<b>Total Operating Expenditures</b>	<b>\$ 11,452,709</b>	<b>\$ 5,432,371</b>	<b>\$ 6,020,337</b>	<b>47.43%</b>
Transfer to Other Funds				
Leave Cash Out	\$ 85,232	\$ 85,232	\$ (0)	100%
Debt Repayment	-	-	-	-
Energy	10,703	10,703	-	100%
Adjusting Entries	-	-	-	0%
<b>Total Transfer to Other Funds</b>	<b>\$ 95,935</b>	<b>\$ 95,935</b>	<b>\$ (0)</b>	<b>100%</b>
<b>Total Transfer to Reserves</b>	<b>\$ 701,720</b>	<b>\$ 701,720</b>	<b>\$ (0)</b>	<b>100%</b>
<b>Total Expenditures &amp; Transfers</b>	<b>\$ 12,250,363</b>	<b>\$ 6,230,026</b>	<b>\$ 6,020,336</b>	<b>50.86%</b>
<b>Net Revenues Over (Under) Expenditures</b>	<b>\$ 0</b>	<b>\$ (1,903,677)</b>		

Quarterly Water and Sewer Fund  
Expenditure Report  
For Quarter Ended June 30, 2019

	Adopted FY19 Budget	Actual As of 6/30/19	Budget Remaining	% Budget Used
<b>Revenues</b>				
Water Fund	\$ 2,116,651	\$ 1,180,455	\$ (936,196)	55.77%
Sewer Fund	1,722,014	820,259	(901,755)	47.63%
<b>Total Revenues</b>	<b>\$ 3,838,665</b>	<b>\$ 2,000,714</b>	<b>\$ (1,837,952)</b>	<b>52.12%</b>
<b>Expenditures &amp; Transfers</b>				
<u>Water</u>				
Administration	\$ 186,554	\$ 77,997	\$ 108,557	41.81%
Treatment Plant	634,642	307,822	326,821	48.50%
System Testing	27,400	10,504	16,896	38.33%
Pump Stations	97,019	41,171	55,848	42.44%
Distribution System	303,476	143,700	159,777	47.35%
Reservoir	29,047	3,525	25,522	12.13%
Meters	239,973	110,955	129,018	46.24%
Hydrants	189,233	86,968	102,264	45.96%
<u>Sewer</u>				
Administration	\$ 170,836	\$ 67,128	\$ 103,708	39.29%
Plant Operations	673,035	345,411	327,624	51.32%
System Testing	14,500	2,166	12,334	14.94%
Lift Stations	199,213	82,003	117,209	41.16%
Collection System	242,448	104,276	138,172	43.01%
<b>Total Operating Expenditures</b>	<b>\$ 3,007,375</b>	<b>\$ 1,383,625</b>	<b>\$ 1,623,750</b>	<b>46.01%</b>
Transfer to Other Funds				
Leave Cash Out	\$ 14,859	\$ 14,859	\$ -	100%
GF Admin Fees	517,046	517,046	-	100%
Debt Repayment	-	399	(399)	100%
Other	59,969	59,969	-	100.00%
<b>Total Transfer to Other Funds</b>	<b>\$ 591,874</b>	<b>\$ 592,273</b>	<b>\$ (399)</b>	<b>100.07%</b>
Transfers to Reserves				
Water	\$ 84,252	\$ 84,253	\$ -	100%
Sewer	155,164	155,164	-	100%
<b>Total Transfer to Reserves</b>	<b>\$ 239,416</b>	<b>\$ 239,417</b>	<b>\$ -</b>	<b>100%</b>
<b>Total Expenditures &amp; Transfers</b>	<b>\$ 3,838,665</b>	<b>\$ 2,215,315</b>	<b>\$ 1,623,351</b>	<b>57.71%</b>
<b>Net Revenues Over(Under) Expenditures</b>	<b>\$ (0)</b>	<b>\$ (214,601)</b>		

Quarterly Port and Harbor Fund  
Expenditure Report  
For Quarter Ended June 30, 2019

	<b>Adopted FY19 Budget</b>	<b>Actual As of 6/30/19</b>	<b>Budget Remaining</b>	<b>% Budget Used</b>
<b>Revenues</b>				
Administration	\$ 471,040	\$ 272,508	\$ (198,532)	57.85%
Harbor	2,958,349	824,190	(2,134,159)	27.86%
Pioneer Dock	363,326	137,273	(226,053)	37.78%
Fish Dock	553,500	223,138	(330,362)	40.31%
Deep Water Dock	262,500	105,138	(157,362)	40.05%
Outfall Line	4,800	4,800	-	100.00%
Fish Grinder	12,000	845	(11,155)	7.04%
Load and Launch Ramp	125,000	69,697	(55,303)	55.76%
<b>Total Revenues</b>	<b>\$ 4,750,515</b>	<b>\$ 1,637,589</b>	<b>\$ (3,112,926)</b>	<b>34.47%</b>
<b>Expenditures &amp; Transfers</b>				
Administration	\$ 642,204	\$ 341,992	\$ 300,211	53.25%
Harbor	1,328,754	604,388	724,366	45.49%
Pioneer Dock	72,980	35,197	37,783	48.23%
Fish Dock	622,087	288,207	333,880	46.33%
Deep Water Dock	104,600	36,815	67,785	35.20%
Outfall Line	6,500	2,831	3,669	43.55%
Fish Grinder	25,475	4,703	20,772	18.46%
Harbor Maintenance	416,161	181,071	235,089	43.51%
Main Dock Maintenance	41,000	16,346	24,654	39.87%
Deep Water Dock Maintenance	51,500	17,838	33,662	34.64%
Load and Launch Ramp	86,699	34,893	51,806	40.25%
<b>Total Operating Expenditures</b>	<b>\$ 3,397,959</b>	<b>\$ 1,564,281</b>	<b>\$ 1,833,678</b>	<b>46.04%</b>
<b>Transfer to Other Funds</b>				
Leave Cash Out	\$ 29,241	\$ 29,241	\$ -	100%
Debt Service	-	-	-	0%
GF Admin Fees	592,576	592,576	-	100%
Other	420,454	420,454	-	100%
<b>Total Transfer to Other Funds</b>	<b>\$ 1,042,271</b>	<b>\$ 1,042,271</b>	<b>\$ -</b>	<b>100.00%</b>
<b>Transfers to Reserves</b>				
Administration	\$ -	\$ -	\$ -	-
Harbor	-	-	-	-
Pioneer Dock	271,984	-	-	0%
Fish Dock	-	-	-	0%
Deep Water Dock	-	-	-	-
Outfall Line	-	-	-	-
Fish Grinder	-	-	-	-
Load and Launch Ramp	38,301	-	-	0%
<b>Total Transfer to Reserves</b>	<b>\$ 310,285</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>Total Expenditures &amp; Transfers</b>	<b>\$ 4,750,515</b>	<b>\$ 2,606,552</b>	<b>\$ 1,833,678</b>	<b>54.87%</b>
<b>Net Revenues Over(Under) Expenditures</b>	<b>\$ 0</b>	<b>\$ (968,963)</b>		

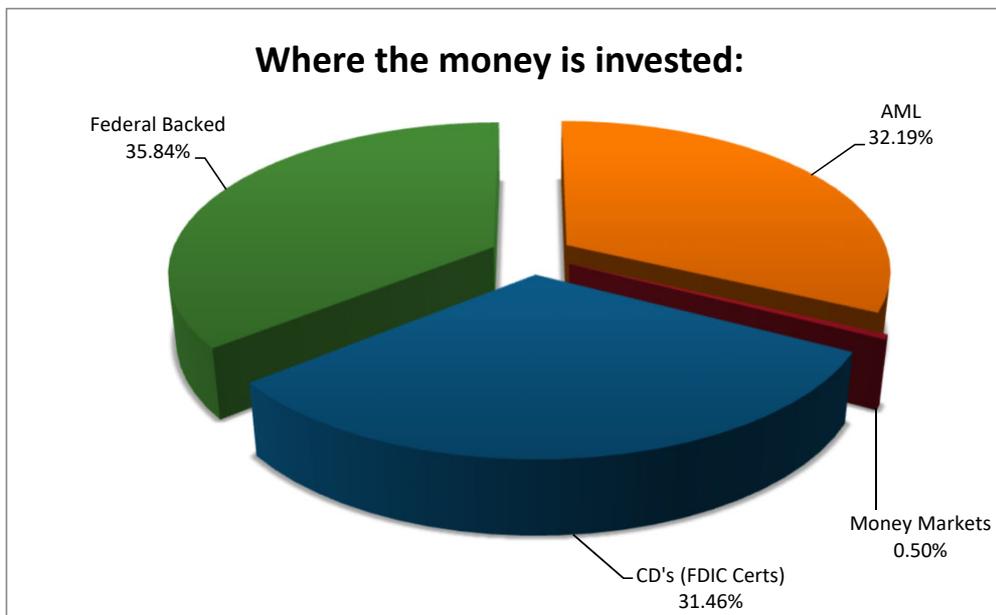
# CITY OF HOMER Treasurer's Report

As of:

**June 30, 2019**

<b>INVESTMENT BY INSTITUTION:</b>	<b>\$ Invested</b>	<b>% Of \$ Invested</b>
Alaska Municipal League	\$ 7,699,195	32%
Pro-Equities	\$ 16,294,253	68%
<b>Total Cash and Investments</b>	<b>\$ 23,993,448</b>	<b>100%</b>

<b>MATURITY OF INVESTMENTS:</b>	<b>AMOUNT</b>	<b>% Of Investment by Maturity Date</b>
1 to 30 Days	7/30/2019 \$ 7,894,799	35%
30 to 120 Days	10/28/2019 \$ 626,714	25%
120 to 180 Days	12/27/2019 \$ 1,170,216	7%
180 to 365 Days	6/29/2020 \$ 770,806	3%
Over 1 Year	\$ 13,530,912	29%
<b>TOTAL</b>	<b>\$ 23,993,448</b>	<b>100%</b>

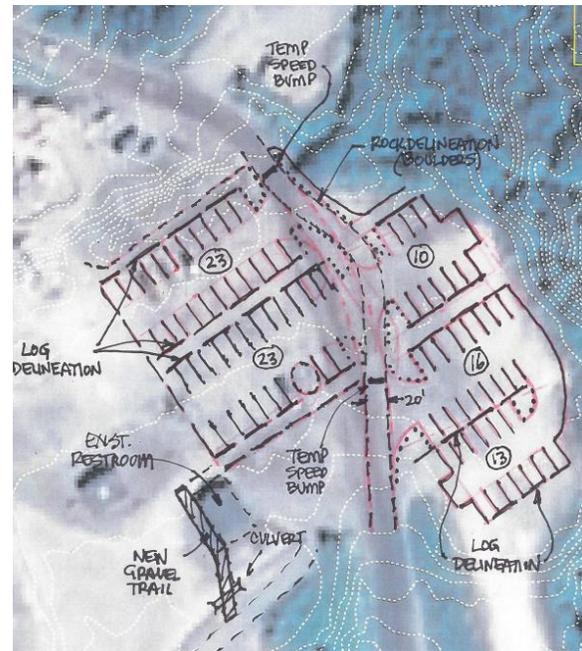


These investments are made in accordance with the City of Homer's investment policy pursuant to Ordinance 93-14, Chapter 3.10. The balances reported are unaudited.

## **PROGRESS REPORT** **KAREN HORNADAY PARKING LOT ACCESS/SAFETY IMPROVEMENTS**

This project (sponsored by Councilmember Tom Stroozas) is substantially complete. The park access road has been realigned to provide traffic calming and encourage slower vehicular speed through the parking area below the campground. Boulders have been placed to delineate this realignment and create medians that protect pedestrians crossing the access road. Logs have been placed to better delineate the parking areas and create protected corridors for pedestrians moving from the parking lot to the park.

Speed limit and crosswalk signs will be installed this week to further delineate the new traffic patterns. Speed bumps and speed bump signage have been ordered and will be installed next spring to finish the improvements approved by the Council in the 2019 capital budget.



**Original improvement plan**



**Looking north toward the campground**



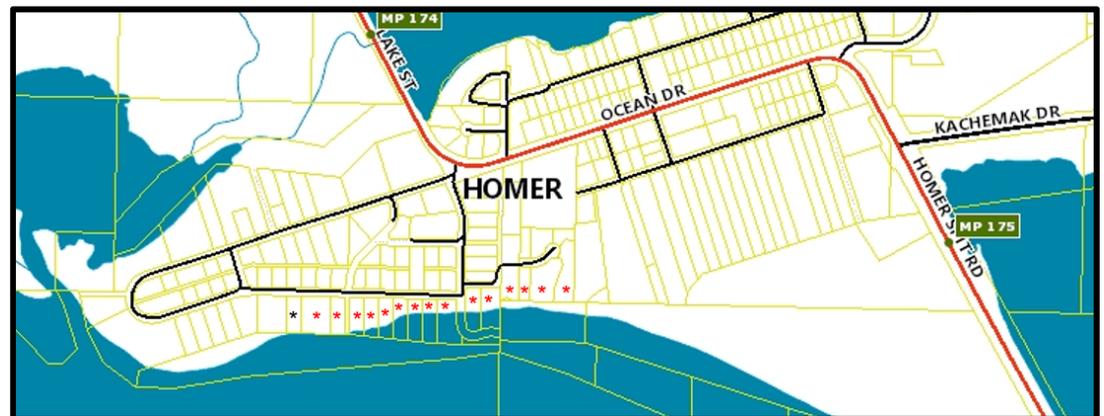
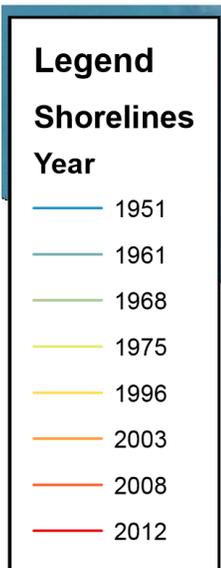
**Looking south down the new access road realignment**



**Typical protected pedestrian access corridor**

# Closeup of "Homer 2016 Coastal Erosion Map"

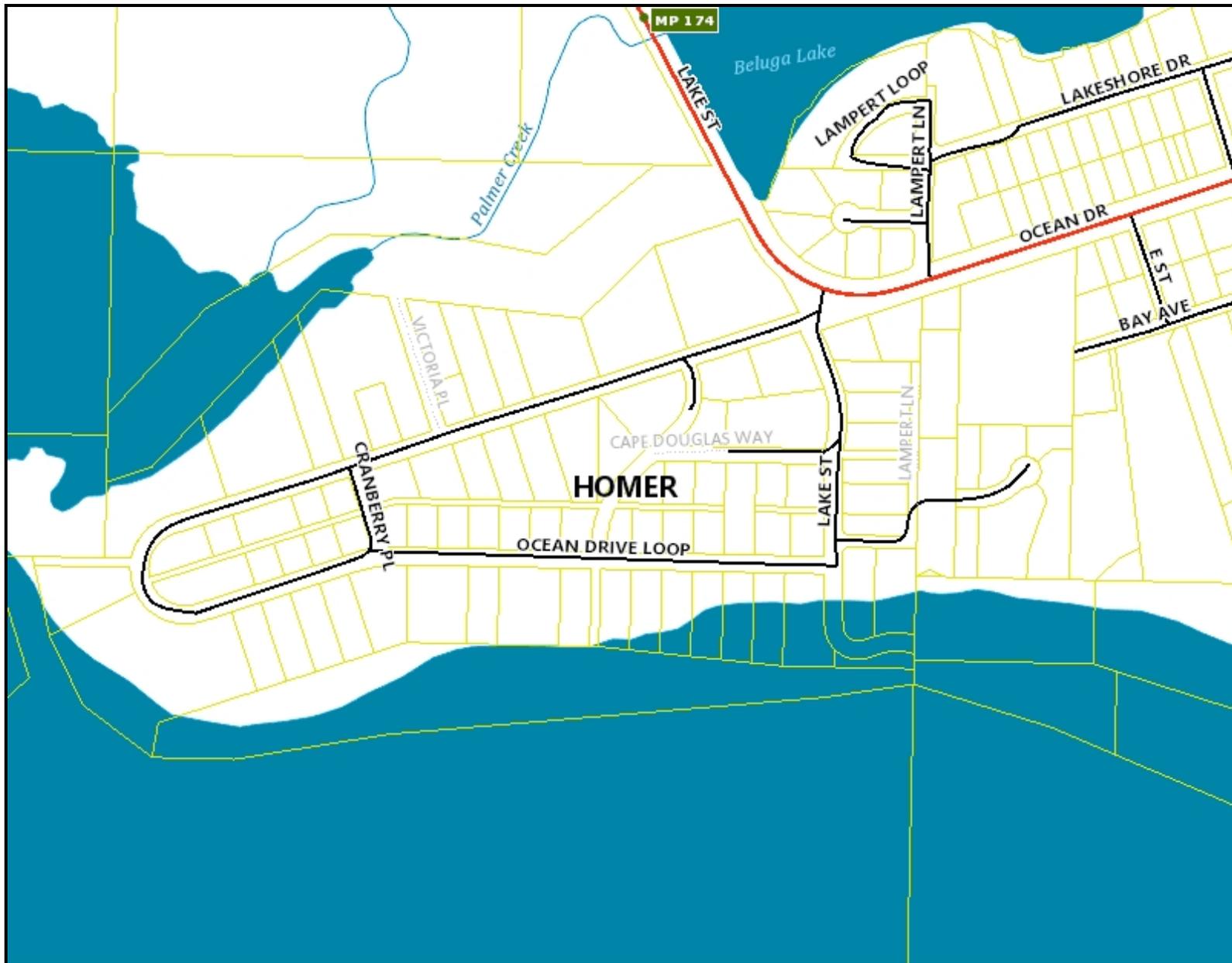
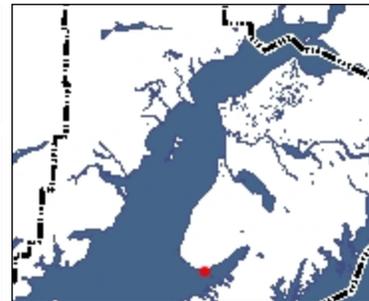
Printed 9/25/19



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Map title goes here.



Legend

- 2019 Fires
- Mileposts
- City Limits
- Highways
- Major Roads
- Roads
  - Town Medium Volume
  - Town Low/Seasonal; Other
  - Proposed
- Parcels



Notes

Enter map notes here.

0.2 0 0.09 0.2 Miles

Coordinate System: NAD\_1983\_StatePlane\_Alaska\_4\_FIPS\_5004\_Feet

66

134

This is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION