



Homer City Hall

491 E. Pioneer Avenue

Homer, Alaska 99603

www.cityofhomer-ak.gov

City of Homer Agenda

Planning Commission Regular Meeting

Wednesday, February 03, 2021 at 6:30 PM

Council Chambers via Zoom Webinar

Webinar ID: 979 8816 0903 Password: 976062

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

CALL TO ORDER, 6:30 P.M.

AGENDA APPROVAL

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

RECONSIDERATION

PRESENTATIONS / VISITORS

- [A.](#) Planning Commission Regular Meeting Minutes of January 20, 2021 **p. 3**

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.

REPORTS

- [A.](#) Staff Report 21-07, City Planner's Report **p. 9**

PUBLIC HEARINGS

PLAT CONSIDERATION

- [A.](#) Staff Report 21-08, Canyon Trails Amended Forquer 2021 Replat Preliminary Plat **p. 21**
- [B.](#) Staff Report 21-09, Vineyard Estates 2014 Addn. Lot 1-A1 2021 Replat Preliminary Plat **p. 30**
- [C.](#) Staff Report 21-10, Puffin Acres SVH 2021 Replat Preliminary Plat **p. 40**

NEW BUSINESS



PENDING BUSINESS

- [A.](#) Memorandum PL 21-01, Draft Community Design Manual (CDM) **p. 50**

INFORMATIONAL MATERIALS

- [A.](#) City Manager's Report for January 25, 2021 City Council Meeting **p. 62**

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, February 17, 2021 at 6:30 p.m. All meetings scheduled to be held virtually by Zoom Webinar from the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska. Meetings will adjourn promptly at 9:30 p.m. An extension is allowed by a vote of the Commission



Session 21-03, a Regular Meeting of the Planning Commission was called to order by Chair Scott Smith at 6:31 p.m. on January 20, 2021 at Cowles Council Chambers in City Hall located at 491 E. Pioneer Avenue, Homer, Alaska via Zoom Webinar. One seat vacant due to resignation.

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

STAFF: CITY PLANNER ABBOUD
DEPUTY CITY CLERK KRAUSE

The Commission met at 5:30 p.m. for a worksession prior to the regular meeting to discussion process for an appeal filed on Zoning Permit 1020-782 and items scheduled for discussion on the regular meeting agenda, towers and .

APPROVAL OF THE AGENDA

Chair Smith requested a motion to approve the agenda.

HIGHLAND/VENUTI – SO MOVED.

Commissioner Bentz noted that the Public Hearing item was pulled from the agenda by the applicant and inquired if they should amend the agenda.

Deputy City Clerk Krause responded that it would be appropriate.

BENTZ/HIGHLAND– MOVED TO AMEND THE AGENDA BY REMOVING ITEM A STAFF REPORT 21-05 UNDER PUBLIC HEARING AT THE REQUEST OF THE APPLICANT.

There was no discussion.

VOTE. (Amendment) NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Chair Smith inquired if there was any discussion on the agenda as amended.

There was no discussion.

VOTE. (Main) NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENTS ON ITEMS ALREADY ON THE AGENDA

RECONSIDERATION

CONSENT AGENDA

- A. Planning Commission Regular Meeting Minutes of January 6, 2021
- B. Decisions and Findings for CUP 21-01, for more than one building containing a permitted principle use at 1308 Lakeshore Drive

Chair Smith requested a motion to approve the Consent Agenda.

HIGHLAND/BENTZ - MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PRESENTATIONS/VISITORS

REPORTS

- A. Staff Report 21-04, City Planner's Report

Chair Smith introduced the item and invited City Planner Abboud to provide his report to the Commission.

City Planner Abboud reviewed Staff Report 21-04 for the Commission commenting on the following:

- Main Street Sidewalk project costs higher than anticipated
- Welcomed new Commissioner Brad Conley
- Commissioner Barnwell was appointed to the Public Works Campus Task Force
- Adding additional report to the agenda for Task Force updates
- Truncated budget to June 30th working on a new two year fiscal budget starting July 1st
- Lampert Lake parcel
- Good communication processes in place for EDC on projects
- Related EDC goals and projects

Commissioner Smith volunteered to report at the upcoming January 25th City Council meeting.

Chair Smith appreciated the included Zoning Map in the packet.

City Planner Abboud provided a brief explanation of what 35% design meant in construction terms for the Main Street Sidewalk project; the cost of the parcel on Lampert Lake is around \$70,000 for assessments.

Commissioner Bentz provided a summary of the purpose of the Public Works Campus Task Force for the benefit of the new commissioner and requested information on project timelines and identifying that new campus and requested that the Wayfinding RFP comes before the Commission before advertising so they can review it not necessarily to make recommendations or changes.

A brief discussion ensued between staff and commissioners in the expected timelines, locations and input that the commission could possibly provide since there is work being done on the Non-Motorized Transportation Plan and Storm Water Management Plan for the Public Works Campus and the RFP for the Wayfinding and Streetscape Plan.

PUBLIC HEARINGS

- A. Staff Report 21-05, Variance 21-01, to allow relief to Safeway from certain parking lot requirements at 90 Sterling Highway

This item was removed from the agenda for consideration by the applicant prior to the meeting.

PLAT CONSIDERATION

PENDING BUSINESS

- A. Staff Report 21-06, Helicopters and tall towers near the hospital

Chair Smith introduced the item by reading of the title.

City Planner Abboud facilitated discussion on the building of towers in the Medical District and the potential impacts to the properties. He reviewed the report provided by City Scape that included drawings. The following points were noted by staff and commissioners:

- Possibly not allowing towers in the district
- FAA permission and consult on approaches
- Difficult using provided diagram in relation to location, maybe better diagram would help
- Relative distances between approaching aircraft and towers
- Federal regulations apply
- Current application is a 85 foot tower at the Christian Community Church parcel on Bartlett complied with all current regulations
- If a project will cause interference it will not be allowed by FAA so the city as previously done in other instances leans on the FAA to evaluate the potential hazard.
- The color of the tower and lights on a tower may impact air travel
- The impact to the neighboring residential properties

- Tower topping the trees which currently are at heights of 65 feet and what happens when or if the trees grow taller than 85 feet
- New tower for 4g LTE and future towers and installation of 5G will be on a different level

NEW BUSINESS

INFORMATION MATERIALS

- A. City Manager's Report for January 11, 2021 City Council Meeting
- B. Letter from Susan Mitchell Re: Coal burning in Urban Residential District
- C. Appointment of New Commissioner – Brad Conley

Chair Smith commented on the information provided in the City Manager's report regarding the changes to the Kachemak Bay State Park Management Plan and the award for the new police department. He then asked if the Commission should address the coal burning.

City Planner Abboud responded that he would like to see direction come from City Council however he has it in his list regarding nuisance in residential standards.

Chair Smith commented on the health dynamics of the issue stating that the commission may need to address that issue in the near future.

Commissioner Bentz commented on the opportunity to increase non-motorized transportation on the western library lot trail project. She opined it was great to see properties being connected through the center of Homer, opening them up and being more accessible. She then noted the nexus between the camping report and the personal watercraft items in the City Managers report that Mariner Park was more of the in-state crowd where the fishing hole was more of the out of state crowd and the Commission can assist in long term planning for issues such as enforcement of vehicles on the beach, no wake zones and issues of following the port and harbor rules, etc.in the future.

COMMENTS OF THE AUDIENCE

COMMENTS OF THE STAFF

Deputy City Clerk Krause commented on the interesting meeting and worksession and looking forward to the next year.

City Planner Abboud commented on being a part of an internal committee working on sidewalks and trails, such as new subdivisions not having sidewalks and what current regulations exist on developing those amenities. He is hoping that they are able to get a developer to discuss these topics with the committee, since those type of amenities affect the cost of land development. He noted that it would come before the Commission at some later date. Mr. Abboud continued his

comments speaking about the development of an action plan to keep on top of work items accommodating the impacts to the staff and work load. He provided recent examples of staff being pulled to assist in the recent vaccination clinic, the recent appeals and upcoming staff vacations.

COMMENTS OF THE COMMISSION

Commissioner Highland welcomed Commissioner Smith back and wanted confirmation that he would be present at the upcoming special meeting.

Chair Smith responded jokingly that he was going to be absent and was hoping that Commissioner Highland would chair that meeting. He then confirmed that he would be at the meeting.

Commissioner Highland then welcomed Commissioner Conley and that it was a nice short meeting.

Commissioner Bentz congratulated the city and the hospital on a successful vaccination event. She then reflected on the worksession and thinking about the Commission taking the time to iron out a fair and easy for the commission to follow. Ms. Bentz stated that the Commission role in the different decisions they make is really important as appointed official with very diverse backgrounds and viewpoints they need to make sure that they all understand the rules and protocols that everyone is supposed to follow believing it makes it a transparent process for everyone involved. She appreciated that the Planning Commission appears to work really well together on addressing planning issues that are facing the community and prioritize what is best for the community as heart and they can have civil discourse and bounce ideas off each other. Ms. Bentz welcomed Commissioner Conley.

Commissioner Petska-Rubalcava welcomed Commissioner Conley and that it was nice to have a full commission again to make decisions and having meaningful discussions. She commented it was nice to see everyone again.

Commissioner Conley thanked everyone for the welcome, that he was looking forward to getting to know everybody and stepping into the role, so was excited and appreciated everyone showing up.

Commissioner Venuti commented that it was an interesting meeting and welcomed Commissioner Conley reciting his memory of his first meeting ending at 11:00 p.m. so he got lucky with a short meeting. Mr. Venuti noted that it was a great way to serve a beautiful community and was very interesting work.

Commissioner Barnwell welcomed Commissioner Conley and to have another voice on the Commission. He expressed that he was very impressed to see city staff working at the vaccination

event over the weekend and the first person he saw was Matt Steffy directing traffic. He was looking forward to working on the Public Works Campus Task Force. He commented growing up in Anchorage and doing the GIS for the City of Anchorage for their new public works campus on Tudor Road. He was very curious where in Homer that a new facility will go especially with Homer being much smaller.

Chair Smith welcomed Commissioner Conley and reminded the commissioners to guard their conversations with the public and each other so they do not disqualify themselves. He echoed the other sentiments on an interesting meeting.

ADJOURN

There being no further business to come before the Commission, the meeting adjourned at 7:28 p.m. The next Regular Meeting is scheduled for Wednesday, February 3, 2021 at 6:30 p.m. A Worksession is scheduled at 5:30 p.m. A Special Meeting is scheduled for Wednesday, January 27, 2021 at 5:30 p.m. All meetings are scheduled to be held virtually by Zoom Webinar from the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska

RENEE KRAUSE, MMC, DEPUTY CITY CLERK

Approved: _____



City of Homer

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TO: Homer Planning Commission
FROM: Rick Abboud, AICP, City Planner
DATE: February 3, 2021
SUBJECT: Staff Report 21-07, City Planner's Report

City Council

Ordinance 21-05 Funds for Water Sewer Assessments Lot 4, Hodnik Subdivision

An Ordinance of the City Council of Homer, Alaska Amending the FY21 Capital Budget and Authorizing an Expenditure in an Amount up to \$79,000 for Payment of the Water and Sewer Assessments for Lot 4, Hodnik Subdivision KPB Parcel No. 17936032 when Property Ownership Transfers to Kachemak Bay Moose Habitat, Inc and a Deed Restriction has been Recorded Regarding Conservation and Public Access on the Property. City Manager.

Resolution 21-012 Authorizing CM to Review and Release Approved Capital Projects

A Resolution of the City Council of Homer, Alaska Authorizing the City Manager to Review and Release Approved Capital Projects put on hold by Resolution 20-050 on a Case-by-Case Basis. City Manager.

Economic Development Advisory Commission

The EDC meets monthly and has not met since the last update provided to the Commission. Up next:

- Tim Dillion, KPEDD Executive Director, will be presenting on the 5 year Kenai Peninsula Borough Comprehensive Economic Development Strategy at the next EDC meeting. A meeting link is provided on the EDC meeting agenda page, (Tuesday February 9th, 6 pm) or ask staff.
- Wayfinding: At the last meeting, the PC expressed interest in seeing the wayfinding RFP. When its ready, staff will provide it in the packet.

Other activities:

- Julie continues to be involved in planning the mass COVID-19 vaccine events. One event is scheduled for February 5th and 6th (appointments required). Second dose for the first round of people 65 and older is scheduled for February 12 and 13th.
- The virtual statewide conference for the Alaska Chapter of the American Planning Association is scheduled for February 21, 23, 24, 25. Information is attached. Julie has

been elected to the chapter Board of Directors and will serve as treasurer this year. I encourage all commissioners to consider attending with additional considerations for anyone who has not attended commissioner training before. If you are interested in attending, please let Travis know by February 5th so he register get everyone registered.

- Commissioner Barnwell and Julie have been appointed to the Public Works Campus Task Force. There will be a spot under Reports on the Planning Commission agenda to keep you posted on the Task Force efforts.

Commissioner report to City Council

2/8 _____

2/22 _____

3/8 _____

3/22 _____

Attachments

APA conference announcement



2021 Alaska VIRTUAL Planning Conference - Preliminary At-A-Glance Agenda (as of 1/25/2021)

Change is Constant - Planning is Essential

February 23-25, 2021 - Go to akplanning.org to register!

Sunday, February 21, 2021		Tuesday, February 23, 2021	Wednesday, February 24, 2021	Thursday, February 25, 2021
9:00 AM - 4:00 PM	9:30 - 10:30 AM	Opening Plenary: Welcome, Land Acknowledgment & Keynote Address (1.0 CM)	Session: Roads or No Roads - A Subdivision Exaction Story; from the Fairbanks North and Mat-Su Boroughs (1.0 CM)	Session: New Faces on Alaska's Trails - Diversifying Outdoor Recreation in AK (1.0 CM)
Planning Commissioner Training <i>(details forthcoming!)</i> 9:00 AM - 12:00 PM - Training 12:00 PM - 1:30 PM - LUNCH BREAK 1:30 PM - 4:00 PM - Training	10:30 - 10:45 AM	BREAK: Virtual Planners Lounge	BREAK: Virtual Planners Lounge	BREAK: Virtual Planners Lounge
	10:45 AM - 12:00 PM	Session: Economic Resilience in a Global Pandemic; Creative Assessment & Economic Development Planning, Part 1: Challenges & Solutions from Rural AK (1.25 CM)	Session: Economic Resilience in a Global Pandemic; Creative Assessment & Economic Development Planning, Part 2: Challenges and Solutions from Anchorage and the Kenai (1.25 CM)	Session: Economic Resilience in a Global Pandemic; Creative Assessment & Economic Development Planning for Alaska Communities, Part 3: Challenges & Solutions from AK's Outdoors (1.25 CM)
	12:15 - 1:15 PM	LUNCH & LEARN: Shift Happens: Planning to Reduce Earthquake Impacts (1.0 CM)	LUNCH & LEARN: Digital Community Engagement with Interactive GIS Solutions (1.0 CM)	LUNCH & LEARN: How to Better Leverage Tribal Transportation Program Safety Funding to Meet Long Range Transportation Needs (1.0 CM)
	1:15 - 2:45 PM	Session: Ethics (1.5 CM) - details forthcoming!	Session: Law (1.5 CM) - details forthcoming!	Session: Building Capacity and Conducting Coastal Risk Assessments in Remote Alaska Native Communities (1.5 CM)
	2:45 - 3:00 PM	BREAK: Virtual Planners Lounge	BREAK: Virtual Planners Lounge	BREAK: Virtual Planners Lounge
	3:00 - 4:00 PM	Session: Which Came First - Housing or Water/Sewer? Creative Funding/Partnering Strategies for Addressing Housing Needs in the Yukon Kuskokwim Delta (1.0 CM)	Session: Tale of Three Downtowns: Lessons Learned and the Road Ahead for Anchorage, Fairbanks and Juneau (1.0 CM)	Session: When You Are Forced to Reimagine Stakeholder Engagement - 2 Projects; 2 Very Different (and Successful!) Approaches (1.0 CM)



American Planning Association (APA) Alaska 2021 AWARDS Application and Criteria/Descriptions

Nominations for APA Alaska Planning Awards

DEADLINE: 5:00 PM, Friday, February 12, 2021

The Awards Program is an opportunity to celebrate the efforts of planners and citizens who make Alaska communities stronger through planning.

The Program is open to all planners who reside or practice in the state of Alaska. Entries from private practice offices, non-profits, planning agencies, federal, state, and local governments, environmental agencies and landscape architects are encouraged.

I nominate _____

(Name of project, plan, effort, tool, document, initiative, firm, agency, organization, or publication, etc.)

Nomination Category (select only one):

Planning Projects

- | | |
|---|--|
| <input type="checkbox"/> Best Infrastructure Plan | <input type="checkbox"/> Best Community or Policy Plan |
| <input type="checkbox"/> Best Public Engagement | <input type="checkbox"/> Most Innovative |

Leadership

- | | |
|---|--|
| <input type="checkbox"/> Planning Team of the Year | <input type="checkbox"/> Planner of the Year |
| <input type="checkbox"/> Emerging Planner of the Year | <input type="checkbox"/> Planning Advocate of the Year |

Send Nominations and Questions to:

Shelly Wade, AICP
shelly@agnewbeck.com



APA ALASKA 2021 AWARDS

Application and Criteria/Descriptions

How to:

1. Review the descriptions below.
2. Determine which categories you wish to enter.
3. Complete the Nomination Form.
4. Write a one-page description (under 500 words) of how your entry meets the category criteria.
5. Gather your supporting documents.
6. Submit all items in pdf format, no later than Friday, February 12, 2021 at 5:00 pm.

Nominator:

The Nominator serves as the primary contact for this nomination and will work with the Awards Committee to obtain additional information and material.

Name: _____

Organization: _____

Title: _____

Address: _____

City: _____ Zip Code: _____

Phone: _____ Email: _____

Primary Award Recipient:

Name: _____

Organization: _____

Title: _____

Address: _____

City: _____ Zip Code: _____

Phone: _____ Email: _____



APA ALASKA 2021 AWARDS

Application and Criteria/Descriptions

Co-Award (if applicable)

Name: _____

Organization: _____

Title: _____

Address: _____

City: _____ Zip Code: _____

Phone: _____ Email: _____

Others to be Recognized (if applicable)

Name: _____

Organization: _____

Title: _____

Address: _____

City: _____ Zip Code: _____

Phone: _____ Email: _____

Others to be Recognized (if applicable)

Name: _____

Organization: _____

Title: _____

Address: _____

City: _____ Zip Code: _____

Phone: _____ Email: _____



APA ALASKA 2021 AWARDS

Application and Criteria/Descriptions

Description – Narrative or Evaluation (no more than 500 words)



APA ALASKA 2021 AWARDS

Application and Criteria/Descriptions

Attachments

Please list all items you are sending in addition to the application form and narrative. See list of required and optional requirements on page 6. The total number of attachments allowed is five.

All material **MUST BE** submitted via email and in PDF format.

Attachment 1: _____

Attachment 2: _____

Attachment 3: _____

Attachment 4: _____

Attachment 5: _____

Acknowledgement of Nominator / Award Recipient

I acknowledge that the submitted work was done by the parties' nomination on this form. I understand that all the winning documents will be placed on the APA Alaska Chapter website under Awards Program or on the Chapter's Facebook page.

Signature of Nominator

Date

Printed Name of Nominator



APA ALASKA 2021 AWARDS

Application and Criteria/Descriptions

Nomination Submittal Requirements

Required:

1. 2021 Awards Application Form
2. No more than 1-page description. Please see information below for guidance.
3. For both “Best Plan” categories – PDF attachment of the nominated plan.

Optional and no more than five (5) attachments allowed:

- Up to five (5) slides or photos that best represent the project – in compressed PDF format
- Website link of the project
- Marketing materials
- Copy of the planning report or product that presents the project

All material MUST BE submitted via email and in PDF format.

APA Alaska is sensitive about creating unnecessary hardships for entries. If you need assistance please contact Shelly Wade, shelly@agnewbeck.com.



APA ALASKA 2021 AWARDS

Application and Criteria/Descriptions

Criteria for Planning Awards

Best Infrastructure Plan

This award recognizes a plan completed within the past two (2) years, such as transportation or aviation plans, parks or trails plans, energy, water/wastewater energy or telecommunications plans, etc.

Required: A pdf copy or a link to the plan submitted with the application.

Best Community or Policy Plan

This award recognizes a plan completed within the past two (2) years, such as comprehensive plans, economic development plans, strategic plans, neighborhood plans, etc.

Required: A pdf copy or a link to the plan submitted with the application.

Best Public Engagement in a Planning Project

This award recognizes the public engagement aspects of planning and its effectiveness in supporting good planning, activities such as creative outreach activities and involvement methods.

Most Innovative Planning Project

This award is for a specific planning tool, practice, program, project or process that represents state-of-the-art thinking, or an advance in a specific element of planning. Nominations in this category should emphasize results and demonstrate how innovative and state-of-the-art planning methods and practices helped implement a planning project.

Evaluation Criteria for Planning Awards

Demonstrate how the nominated plan or project meets the following:

1. How does your plan or project demonstrate in innovative or visionary approach
2. How the plan or project show excellence of thought, analysis, writing, graphics, etc.?
3. How does the plan or project provide examples for other areas, projects or planners?
4. How have planning principles been observed and to what extent does the plan or project include elements important to the local community?
5. Does the plan or project incorporate measurable implementation tasks and goals and has the plan been supported by those responsible for implementation tasks?



APA ALASKA 2021 AWARDS

Application and Criteria/Descriptions

Criteria for Leadership Awards

Planning Team of the Year

The award recognizes and honors planning professionals who have made outstanding contributions to the planning field in Alaska over a period of time, and who exhibit qualities which lead to the successful accomplishment of planning goals, programs, or projects.

Emerging Planner of the Year

This award honors a new professional planner (with five or less years in the profession) that has helped elevate the planning profession and build public support for planning, and through current work demonstrates the potential of having a continual influence on the planning profession for years to come.

Planner of the Year

The award recognizes and honors planning professionals who have made outstanding contributions to the planning field in Alaska over an extended period of time, and who exhibit qualities which lead to the successful accomplishment of planning goals, programs, or projects.

Required: Nominee must be a member of the APA and self-nominations are not accepted.

Planning Advocate of the Year

This award recognizes an individual, or an appointed or elected official who has advanced or promoted the cause of planning in the public arena in a sustained or particularly effective manner.

Required: Nominee cannot earn their living as planners and self-nominations are not accepted.

Evaluation Criteria for Leadership Awards

Demonstrate how the nominated project meets the following:

1. Specify how the individual or team displays stand out work and demonstration of exceptional practice.
2. Specify how the individual or team fosters a collaborative environment that encourages open communication and teamwork across professional lines.
3. Specify how the individual or team promotes new technologies, innovative ideas, and formulating and implementing plans and ideas in support of good planning.
4. Specify how the individual or team consistently generates high quality of graphic design and content, and overall produces a high quality of work.
5. Specify how the individual or team demonstrates skill in engaging stakeholders and resolving community conflict.



City of Homer

www.cityofhomer-ak.gov

Planning

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

Staff Report 21-08

TO: Homer Planning Commission
FROM: Julie Engebretsen, Deputy City Planner
THROUGH: Rick Abboud, City Planner
DATE: February 3, 2021
SUBJECT: Canyon Trails Amended Forquer 2021 Replat

Requested Action: Approval of a preliminary plat to vacate a common lot line.

General Information:

Applicants:	Jennifer A. Forquer 3424 38 th Ave W Seattle, WA 98199	FORQUER SHIRLEY A LIVING TRUST FORQUER JENNIFER A PO BOX 1187 HOMER AK 99603-1187
Seabright Surveying + Design, 1044 East Road, STE A, Homer AK 99603		
Location:	Golden Plover Ave, on the border of Homer and Kachemak City municipal boundaries. (Subdivision is within the City of Homer)	
Parcel ID:	17405905, 17405904	
Size of Existing Lot(s):	0.51 and 0.73 acres	
Size of Proposed Lots(s):	1.235 acres	
Zoning Designation:	Rural Residential District	
Existing Land Use:	Vacant residential land	
Surrounding Land Use:	North: Residential and vacant land South: Residential East: Residential and vacant land West: Residential and vacant land	
Comprehensive Plan:	Chapter 4 Goal 1 Objective A: Promote a pattern of growth characterized by a concentrated mixed-use center, and a surrounding ring of moderate to high density residential and mixed-use areas with lower densities in outlying areas.	
Wetland Status:	The 2005 wetland mapping shows no wetland areas.	
Flood Plain Status:	Zone D, flood hazards undetermined.	
BCWPD:	Not within the Bridge Creek Watershed Protection District.	

Utilities:	City water and sewer are available
Public Notice:	Notice was sent to 53 property owners of 40 parcels as shown on the KPB tax assessor rolls.

Analysis: This subdivision is within the Rural Residential District. The property is within the relatively new Canon Trails Subdivision, which has new single family homes constructed on about 25% of the lots. This plat vacates the common lot line between two vacant smaller lots, to create one larger lot.

Homer City Code 22.10.051 Easements and rights-of-way

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

Staff Response: The plat meets these requirements. There is an existing utility easement.

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

Staff Response: The plat meets these requirements. There are existing sewer easements. The waterline is within the Golden Plover Ave right of way.

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

Staff Response: The plat meets these requirements. No additional right of way or easements are needed.

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

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

Staff Response: The plat meets these requirements. Its not clear to staff if the listed owner owns one or both lots. This will be resolved at the Borough level.

- B. North point;

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements. No known wetlands or drainages within the proposed plat.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

- K. Within the limits of incorporated cities, the approximate location of known existing municipal wastewater and water mains, and other utilities within the subdivision and

immediately abutting thereto or a statement from the city indicating which services are currently in place and available to each lot in the subdivision;

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements. No road dedications are proposed.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

Public Works Comments:

1. One of the established water services will need to be abandoned at the water main. The property owner can have the work completed prior to recording the final plat, or the property owner can enter into an installation agreement with the City.

Staff Recommendation:

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

1. Include a plat note stating "Property owner should contact the Army Corps of Engineers prior to any on-site development or construction activity to obtain the most current wetland designation (if any). Property owners are responsible for obtaining all required local, state and federal permits."
2. Abandon one water service at the water main prior to final platting or enter into an installation agreement with the City.

Attachments:

1. Preliminary Plat
2. Surveyor's Letter
3. Public Notice
4. Aerial Map

NOTES

1. THE FRONT 15' ALONG THE RIGHTS-OF-WAY AND THE 5 FEET ADJACENT TO SIDE LOT LINES (UNLESS OTHERWISE NOTED) IS A UTILITY EASEMENT (HM 2018-07). NO PERMANENT STRUCTURES SHALL BE CONSTRUCTED OR PLACED WITHIN A UTILITY EASEMENT WHICH WOULD INTERFERE WITH THE ABILITY OF A UTILITY TO USE SAID EASEMENT.
2. ALL WASTEWATER DISPOSAL SYSTEMS SHALL COMPLY WITH EXISTING APPLICABLE LAWS AT THE TIME OF CONSTRUCTION.
3. THIS LOT IS SERVED BY CITY OF HOMER WATER AND SEWER.
4. THIS LOT IS SUBJECT TO CITY OF HOMER ZONING REGULATIONS. REFER TO THE PARENT PLATS AND THE HOMER CITY CODE FOR ALL CURRENT SETBACK AND SITE DEVELOPMENT RESTRICTIONS. OWNERS SHOULD CHECK WITH THE CITY OF HOMER PRIOR TO DEVELOPMENT ACTIVITIES.
5. THIS PLAT WAS PREPARED FOR THE VACATION OF A LOT LINE ONLY. NO SURVEY WAS PERFORMED FOR THE PREPARATION OF THIS PLAT. ALL LOT DIMENSIONS SHOWN ON THIS PLAT ARE FROM RECORD DATE AS SHOWN ON PLAT HM 2018-07.

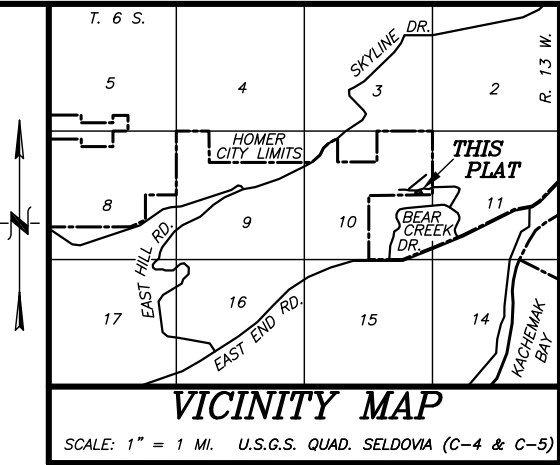
WASTEWATER DISPOSAL

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

NOTARY'S ACKNOWLEDGMENT

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

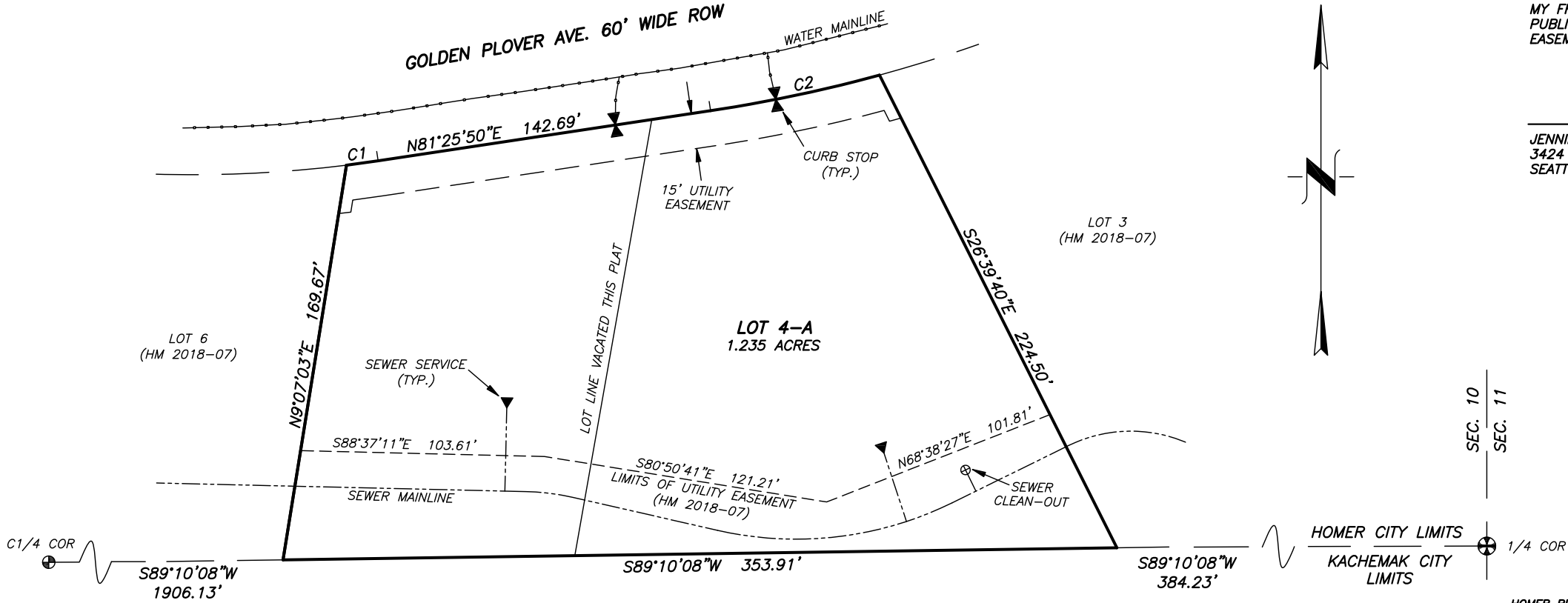
NOTARY PUBLIC FOR ALASKA
MY COMMISSION EXPIRES _____



CERTIFICATE OF OWNERSHIP

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

JENNIFER A. FORQUER
3424 38TH AVE W
SEATTLE, WA 98199



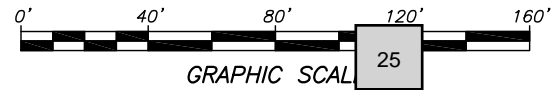
PLAT APPROVAL

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

BY: _____ AUTHORIZED OFFICIAL
KENAI PENINSULA BOROUGH
DATE _____

LEGEND

- ⊕ RECORD 2" BC MON 1301-S 1970
⊕ RECORD USGLO 2.5" BC MON 1917 (HM 2018-07)



HOMER RECORDING DISTRICT			KPB FILE NO. 2021-XXX		
CANYON TRAILS AMENDED FORQUER 2021 REPLAT					
A REPLAT OF LOTS 4 & 5 CANYON TRAILS AMENDED (HM 2018-07) LOCATED WITHIN THE SE 1/4 NE 1/4, SEC 10, T. 6 S., R. 13 W., SEWARD MERIDIAN, CITY OF HOMER, KENAI PENINSULA BOROUGH, THIRD JUDICIAL DISTRICT, ALASKA					
CONTAINING 1.235 ACRES					
SEABRIGHT SURVEY + DESIGN KENTON T. BLOOM, P.L.S. 1044 EAST ROAD, SUITE A HOMER, ALASKA 99603 (907) 299-1091					
CLIENTS: JENNIFER A. FORQUER 3424 38TH AVE W SEATTLE, WA 98199					
DRAWN BY: KK		CHKD BY: KB		JOB #2020-54	
DATE: 01/2021		SCALE: 1"=40'		SHEET #1 OF 1	

SEABRIGHT SURVEY + DESIGN

Kenton Bloom, PLS
1044 East Road Suite A
Homer, Alaska 99603
(907) 299-1091
seabrightz@yahoo.com

January 15, 2021

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

RE: Preliminary Plat Submittal "Canyon Trails Amended Forquer 2021 Replat"

Dear Planning Department:

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

Cordially,



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

RECEIVED

JAN 15 2021

**CITY OF HOMER
PLANNING/ZONING**

NOTICE OF SUBDIVISION

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

Proposed subdivision under consideration is described as follows:

Canyon Trails Amended Forquer 2021 Replat Preliminary Plat

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

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

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

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

.....

VICINITY MAP ON REVERSE

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NOTARY'S ACKNOWLEDGMENT

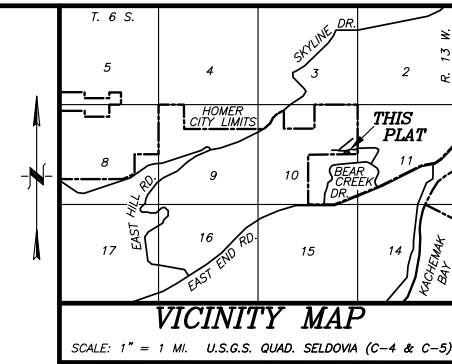
FOR: _____

ACKNOWLEDGED BEFORE ME THIS _____

DAY OF _____, 2021

NOTARY PUBLIC FOR ALASKA

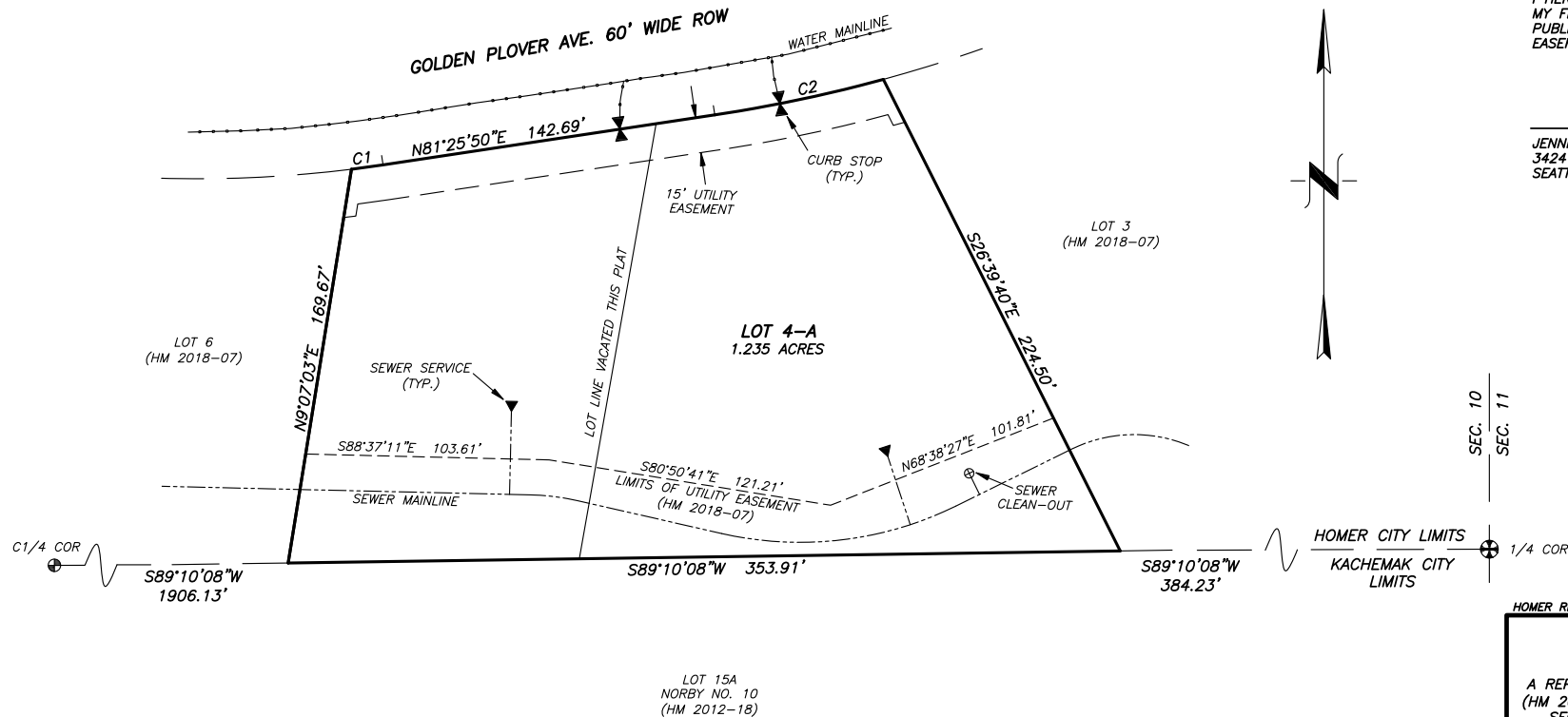
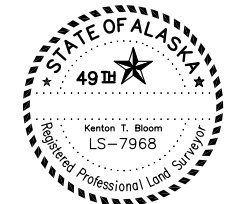
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JENNIFER A. FORQUER
3424 38TH AVE W
SEATTLE, WA 98199



PLAT APPROVAL

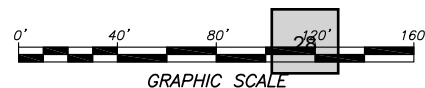
THIS PLAT WAS APPROVED BY THE KENAI PENINSULA BOROUGH PLANNING COMMISSION AT THE MEETING OF _____

BY: _____
AUTHORIZED OFFICIAL
KENAI PENINSULA BOROUGH

DATE _____

LEGEND

- ⊕ RECORD 2" BC MON 1301-S 1970
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HOMER RECORDING DISTRICT KPB FILE NO. 2021-XXX

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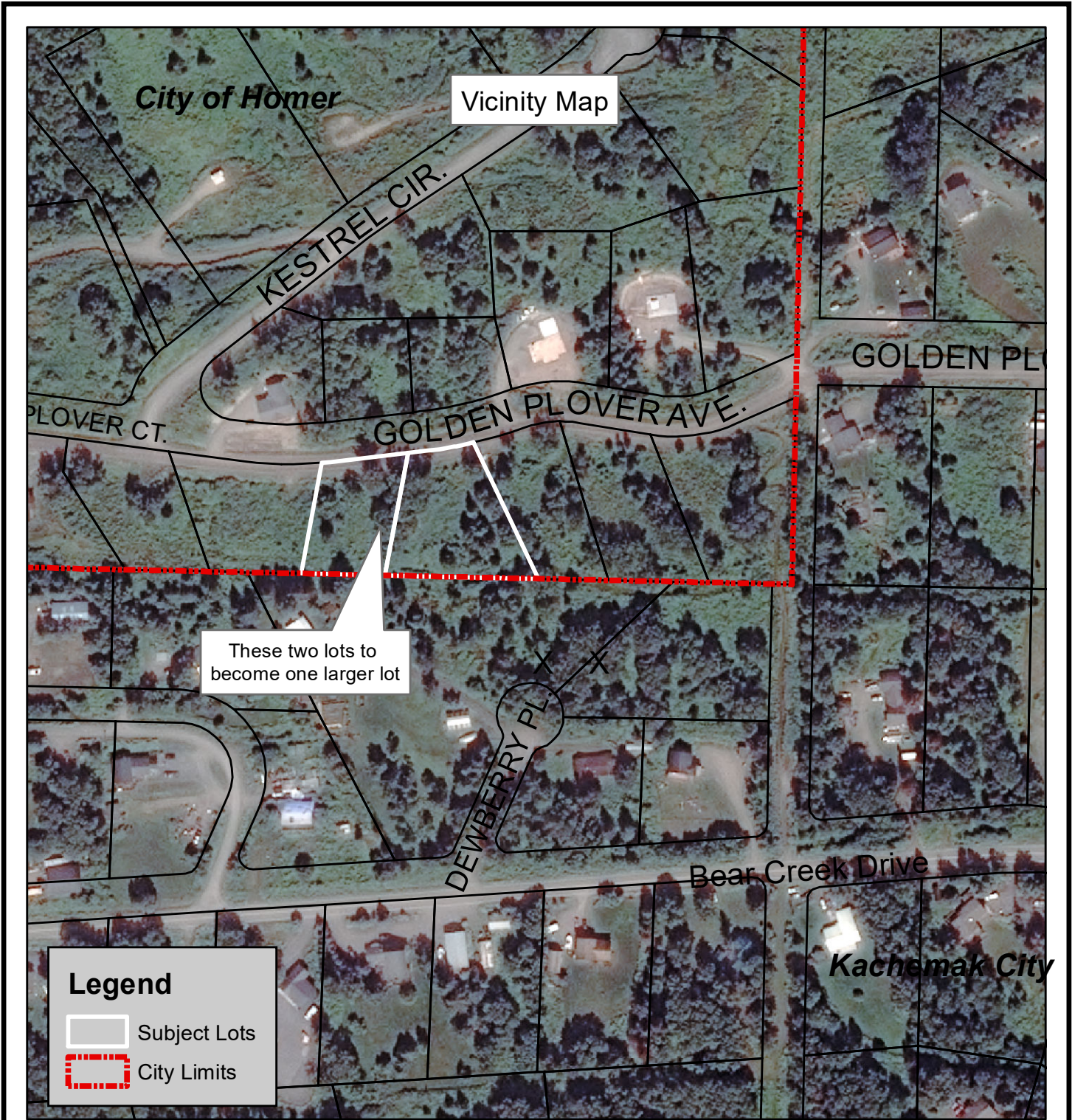
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SEABRIGHT SURVEY + DESIGN
KENTON T. BLOOM, P.L.S.
1044 EAST ROAD, SUITE A
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CLIENTS: JENNIFER A. FORQUER
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DRAWN BY: KK CHKD BY: KB JOB #2020-54

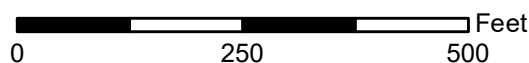
DATE: 01/2021 SCALE: 1"=40' SHEET #1 OF 1



City of Homer
Planning and Zoning Department
 January 19, 2021

Canyon Trails Amended Forquer 2021 Replat Preliminary Plat

Imagery dated 2018.
 Property lines not exact; use with care.



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



City of Homer

www.cityofhomer-ak.gov

Planning

491 East Pioneer Avenue
Homer, Alaska 99603

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

Staff Report 21-09

TO: Homer Planning Commission
FROM: Rick Abboud, City Planner, AICP
DATE: 2/3/2021
SUBJECT: Vineyard Estates 2014 Addn. Lot 1-A1 2021 Replat

Requested Action: Approval of Preliminary Plat that creates two lots from one existing lot.

General Information:

Applicants:	Gabriel A Linegar PO Box 2029 Homer, AK 99603	Kenton Bloom Seabright Survey and Design 1044 East End Rd. Suite A Homer, AK 99603
Location:	East side of East Hill Rd, below Quiet Creek Condos	
Parcel ID:	17702093	
Size of Existing Lot(s):	.78 acres/34,124 sf	
Size of Proposed Lots(s):	20,000 sf and 14,125 sf	
Zoning Designation:	Rural Residential District	
Existing Land Use:	Residential	
Surrounding Land Use:	North: residential South: residential East: vacant/residential West: residential	
Comprehensive Plan:	Chapter 4 Goal 1 Objective A: Promote a pattern of growth characterized by a concentrated mixed-use center, and a surrounding ring of moderate to high density residential and mixed-use areas with lower densities in outlying areas.	
Wetland Status:	The 2005 wetland mapping shows no wetland areas.	
Flood Plain Status:	Zone D, flood hazards undetermined.	
BCWPD:	Not within the Bridge Creek Watershed Protection District.	
Utilities:	City water and sewer are available	
Public Notice:	Notice was sent to 34 property owners of 29 parcels as shown on the KPB tax assessor rolls.	

Analysis: This subdivision is within the Rural Residential District. This plat Subdivides one lot into two lots.

Homer City Code 22.10.051 Easements and rights-of-way

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

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

Staff Response: The plat meets these requirements.

- B. North point;

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

- D. A vicinity map, drawn to scale showing location of proposed subdivision, north arrow if different from plat orientation, township and range, section lines, roads, political

boundaries and prominent natural and manmade features, such as shorelines or streams;

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

Public Works Comments:

1. Advise the property owner that water and sewer services will need to be provided to the newly subdivided lot before recording the plat, or the property owner can enter into an installation agreement with the city.

Staff Recommendation:

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

1. Include a plat note stating "Property owner should contact the Army Corps of Engineers prior to any on-site development or construction activity to obtain the most current wetland designation (if any). Property owners are responsible for obtaining all required local, state and federal permits."
2. Must provide water and sewer services to lot prior to recording or enter into an installation agreement with Homer Public Works.

Attachments:

1. Preliminary Plat
2. Surveyor's Letter
3. Public Notice
4. Aerial Map

NOTES

1. THE FRONT 15' ALONG THE RIGHTS-OF-WAY IS A UTILITY EASEMENT (HM 2014-41). NO PERMANENT STRUCTURES SHALL BE CONSTRUCTED OR PLACED WITHIN A UTILITY EASEMENT WHICH WOULD INTERFERE WITH THE ABILITY OF A UTILITY TO USE SAID EASEMENT.
2. ALL WASTEWATER DISPOSAL SYSTEMS SHALL COMPLY WITH EXISTING APPLICABLE LAWS AT THE TIME OF CONSTRUCTION.
3. THESE LOTS ARE SERVED BY CITY OF HOMER WATER AND SEWER.
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5. NO ACCESS TO STATE MAINTAINED RIGHTS-OF-WAY PERMITTED UNLESS APPROVED BY THE STATE OF ALASKA DEPARTMENT OF TRANSPORTATION.
6. THE KPB PLANNING COMMISSION APPROVED REMOVAL OF THE BOROUGH 20' SETBACK ALONG STREETS FOR THIS PLAT AT THE MEETING OF SEPTEMBER 8, 2014. SETBACK ALONG STREETS TO BE GOVERNED BY CITY ORDINANCE PER PLAT HM 2014-41.

GPS CONTROL DATA

1. BASIS OF COORDINATES FOR THIS SURVEY IS FROM GPS STATIC OBSERVATIONS TAKEN ON THE MONUMENT POSITIONS AS SHOWN ON THIS PLAT. NAD83 ALASKA STATE PLANE GRID COORDINATES OBTAINED FROM THE GPS OBSERVATIONS WERE BASED ON THE NGS PUBLISHED VALUES FOR USC&GS TRISTATION "HOMAIR".
2. TRUE BEARINGS AND DISTANCES WERE DETERMINED BY ROTATING AND SCALING FROM GRID USING USC&GS TRISTATION "HOMAIR" AS A SCALING POINT. TRUE BEARINGS WERE DETERMINED BY ROTATING GRID INVERSE AZIMUTHS -1°17'13.4". TRUE DISTANCES WERE OBTAINED BY DIVIDING GRID INVERSE DISTANCES BY 0.999986696.
3. THE RESULTING SCALED COORDINATES WERE TRANSLATED TO A LOCAL COORDINATE SYSTEM BASED ON USC&GS TRISTATION "HOMAIR" N=100,000 E=100,000. ALL COORDINATE VALUES REPRESENT GROUND DISTANCES ORIENTED TO TRUE NORTH.

LEGEND

- ⊕ SET 2" AC 7968-S 2021
- ⦶ FND 1" P-CAP 7328-S 2014
- FND 1" P-CAP 3686-S
- FND 1/2" REBAR
- ⊕ RECORD 2.5" BC MON 1301-S 1973 (HM 2014-41)
- ⊕ RECORD USGLO BC MON 1917 (HM 2014-41)
- (F) FIELD BOUNDARY DATA PER THIS SURVEY
- (C) COMPUTED BOUNDARY DATA

PLAT APPROVAL

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

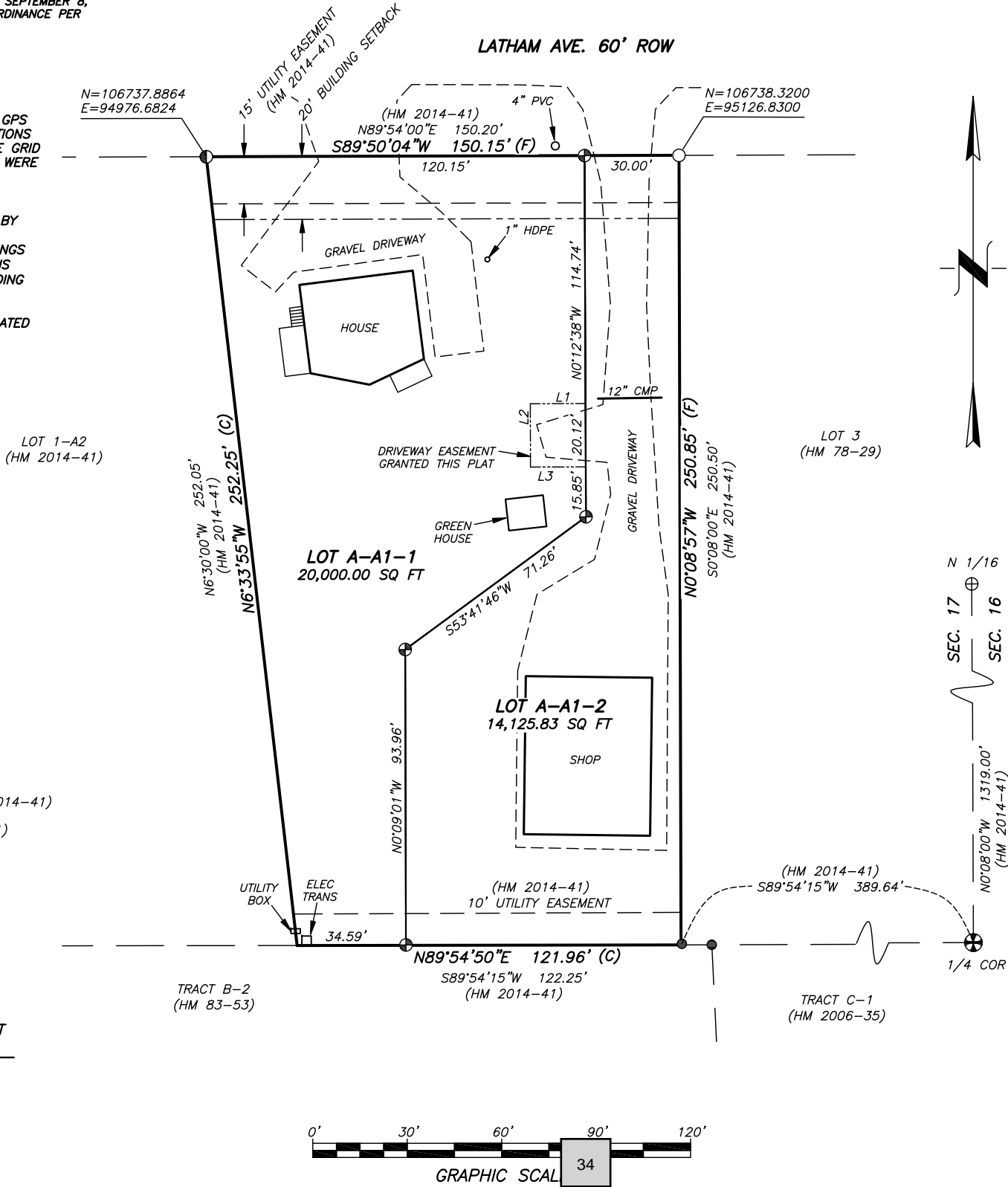
BY: _____ AUTHORIZED OFFICIAL
KENAI PENINSULA BOROUGH

DATE _____

WASTEWATER DISPOSAL

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EASEMENT LINE TABLE		
LINE #	LENGTH	BEARING
L1	17.57'	S89°48'04"W
L3	17.57'	S89°48'04"W
L2	20.12'	S0°11'56"E



NOTARY'S ACKNOWLEDGMENT

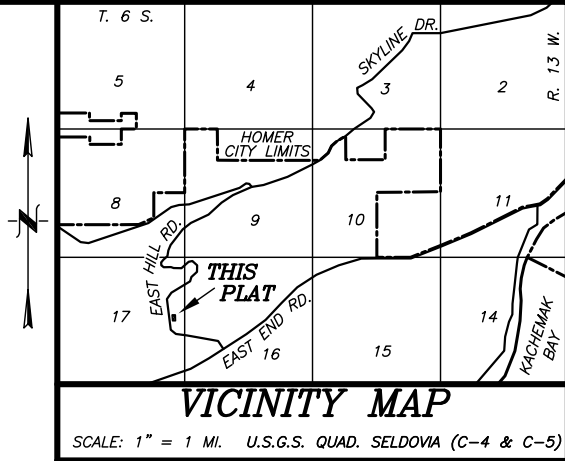
FOR: _____

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GABRIEL A. LINEGAR
P.O. BOX 2029
HOMER, AK 99603



HOMER RECORDING DISTRICT KPB FILE NO. 2021-XXX

VINEYARD ESTATES 2014 ADDN.
LOT 1-A1 2021 REPLAT

A REPLAT OF LOT 1-A1 VINYARD ESTATES 2014 ADDN. (HM 2014-41) LOCATED WITHIN THE SE 1/4 NE 1/4, SEC 17, T. 6 S., R. 13 W., SEWARD MERIDIAN, CITY OF HOMER, KENAI PENINSULA BOROUGH, THIRD JUDICIAL DISTRICT, ALASKA

CONTAINING 0.783 ACRES

SEABRIGHT SURVEY + DESIGN
KENTON T. BLOOM, P.L.S.
1044 EAST ROAD, SUITE A
HOMER, ALASKA 99603
(907) 299-1091

CLIENTS: GABRIEL A. LINEGAR
P.O. BOX 2029 HOMER, AK 99603

DRAWN BY: KK	CHKD BY: KB	JOB #2020-52
DATE: 01/2021	SCALE: 1"=30'	SHEET #1 OF 1

SEABRIGHT SURVEY + DESIGN

Kenton Bloom, PLS

1044 East Road Suite A

Homer, Alaska 99603

(907) 299-1091

seabrightz@yahoo.com

January 15, 2021

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

RE: Preliminary Plat Submittal "Vineyard Estates 2014 Addn. Lot 1-A1 2021
Replat"

Dear Planning Department:

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

RECEIVED

JAN 15 2021

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PLANNING/ZONING

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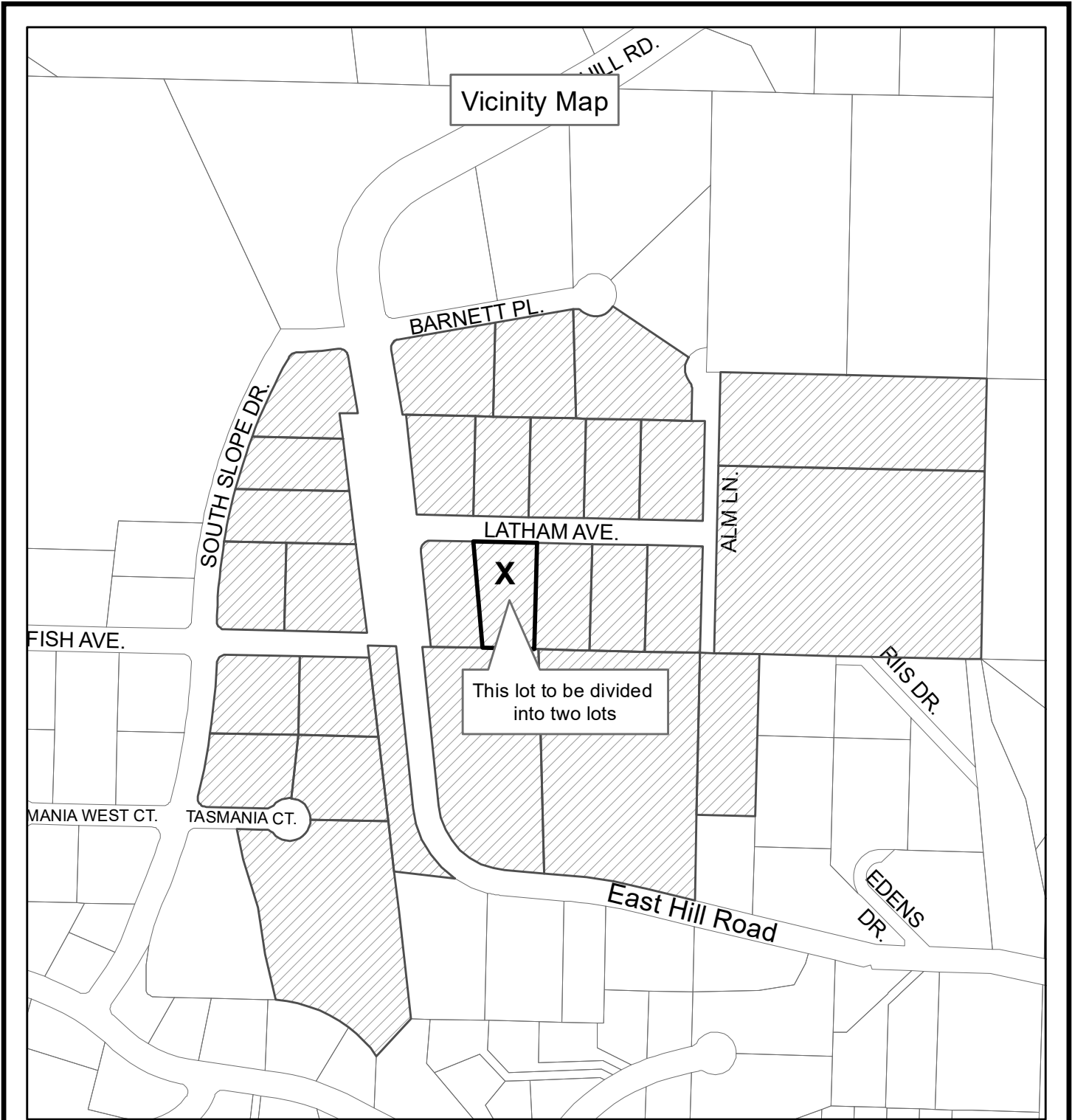
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NOTICE TO BE SENT TO PROPERTY OWNERS WITHIN 500 FEET OF PROPERTY.

.....

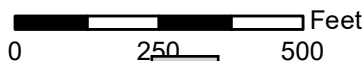
VICINITY MAP ON REVERSE



City of Homer
Planning and Zoning Department
 January 19, 2021

Vineyard Estates 2014 Addn Lot 1-A1 2021 Replat Preliminary Plat

Marked lots are within 500 feet and
 property owners notified.



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

NOTES

1. THE FRONT 15' ALONG THE RIGHTS-OF-WAY IS A UTILITY EASEMENT (HM 2014-41). NO PERMANENT STRUCTURES SHALL BE CONSTRUCTED OR PLACED WITHIN A UTILITY EASEMENT WHICH WOULD INTERFERE WITH THE ABILITY OF A UTILITY TO USE SAID EASEMENT.
2. ALL WASTEWATER DISPOSAL SYSTEMS SHALL COMPLY WITH EXISTING APPLICABLE LAWS AT THE TIME OF CONSTRUCTION.
3. THESE LOTS ARE SERVED BY CITY OF HOMER WATER AND SEWER.
4. THESE LOTS ARE SUBJECT TO CITY OF HOMER ZONING REGULATIONS. REFER TO THE PARENT PLATS AND THE HOMER CITY CODE FOR ALL CURRENT SETBACK AND SITE DEVELOPMENT RESTRICTIONS. OWNERS SHOULD CHECK WITH THE CITY OF HOMER PRIOR TO DEVELOPMENT ACTIVITIES.
5. NO ACCESS TO STATE MAINTAINED RIGHTS-OF-WAY PERMITTED UNLESS APPROVED BY THE STATE OF ALASKA DEPARTMENT OF TRANSPORTATION.
6. THE KPB PLANNING COMMISSION APPROVED REMOVAL OF THE BOROUGH 20' SETBACK ALONG STREETS FOR THIS PLAT AT THE MEETING OF SEPTEMBER 8, 2014. SETBACK ALONG STREETS TO BE GOVERNED BY CITY ORDINANCE PER PLAT HM 2014-41.

WASTEWATER DISPOSAL

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

EASEMENT LINE TABLE

LINE #	LENGTH	BEARING
L1	17.57'	S89°48'04"W
L3	17.57'	S89°48'04"W
L2	20.12'	S01°1'56"E

GPS CONTROL DATA

1. BASIS OF COORDINATES FOR THIS SURVEY IS FROM GPS STATIC OBSERVATIONS TAKEN ON THE MONUMENT POSITIONS AS SHOWN ON THIS PLAT. NAD83 ALASKA STATE PLANE GRID COORDINATES OBTAINED FROM THE GPS OBSERVATIONS WERE BASED ON THE NGS PUBLISHED VALUES FOR USC&GS TRISATION "HOMAIR".
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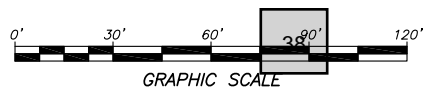
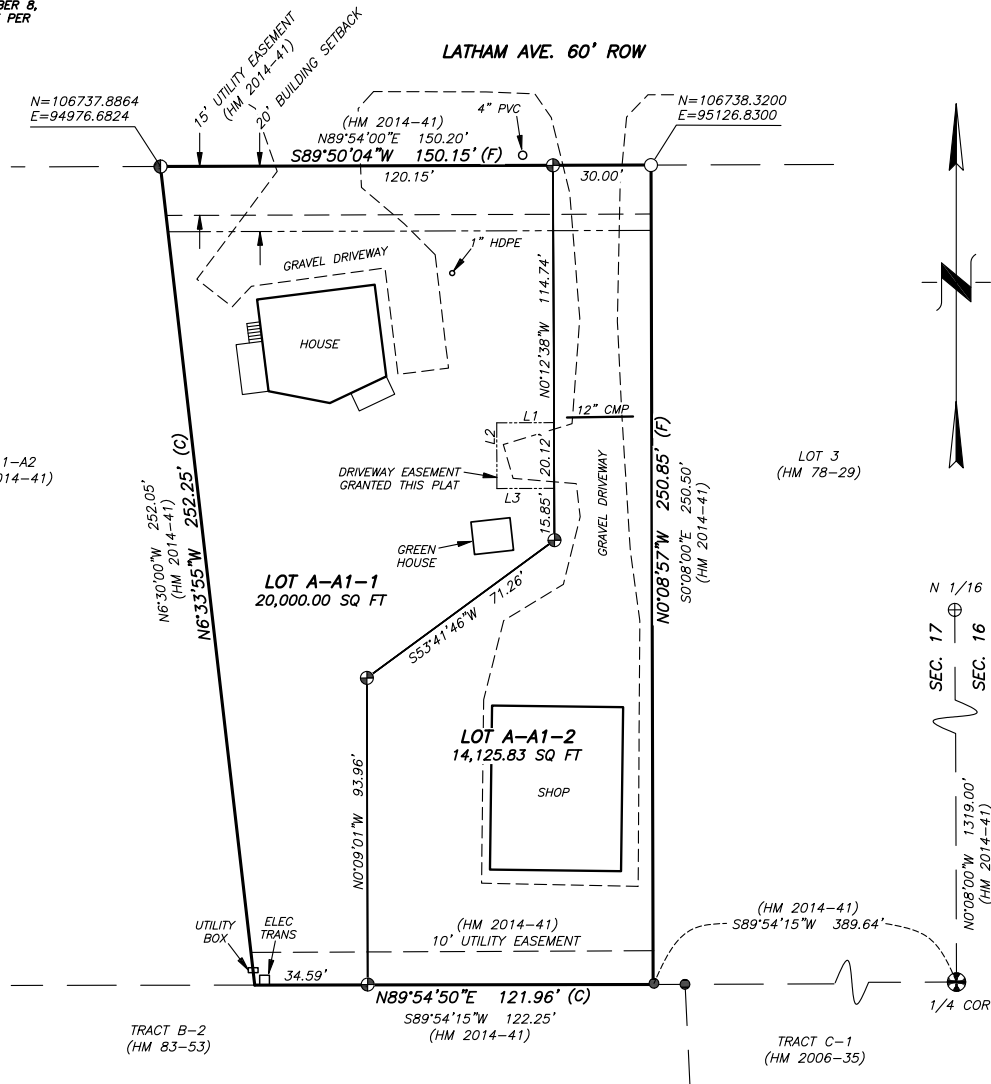
LEGEND

- SET 2" AC 7968-S 2021
- FND 1" P-CAP 7328-S 2014
- FND 1" P-CAP 3686-S
- FND 1/2" REBAR
- RECORD 2.5" BC MON 1301-S 1973 (HM 2014-41)
- RECORD USGLO BC MON 1917 (HM 2014-41)
- (F) FIELD BOUNDARY DATA PER THIS SURVEY
- (C) COMPUTED BOUNDARY DATA

PLAT APPROVAL

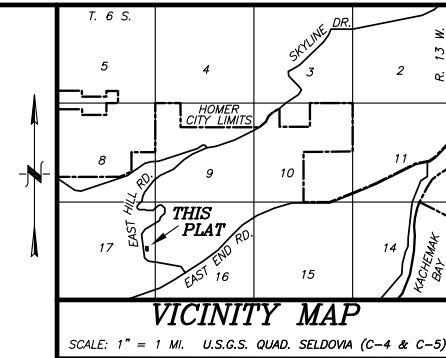
THIS PLAT WAS APPROVED BY THE KENAI PENINSULA BOROUGH PLANNING COMMISSION AT THE MEETING OF _____

BY: _____ AUTHORIZED OFFICIAL
KENAI PENINSULA BOROUGH
DATE: _____



NOTARY'S ACKNOWLEDGMENT

FOR: _____
ACKNOWLEDGED BEFORE ME THIS _____
DAY OF _____, 2021
NOTARY PUBLIC FOR ALASKA
MY COMMISSION EXPIRES _____



CERTIFICATE OF OWNERSHIP

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

GABRIEL A. LINEGAR
P.O. BOX 2029
HOMER, AK 99603



HOMER RECORDING DISTRICT KPB FILE NO. 2021-XXX

VINEYARD ESTATES 2014 ADDN. LOT 1-A1 2021 REPLAT

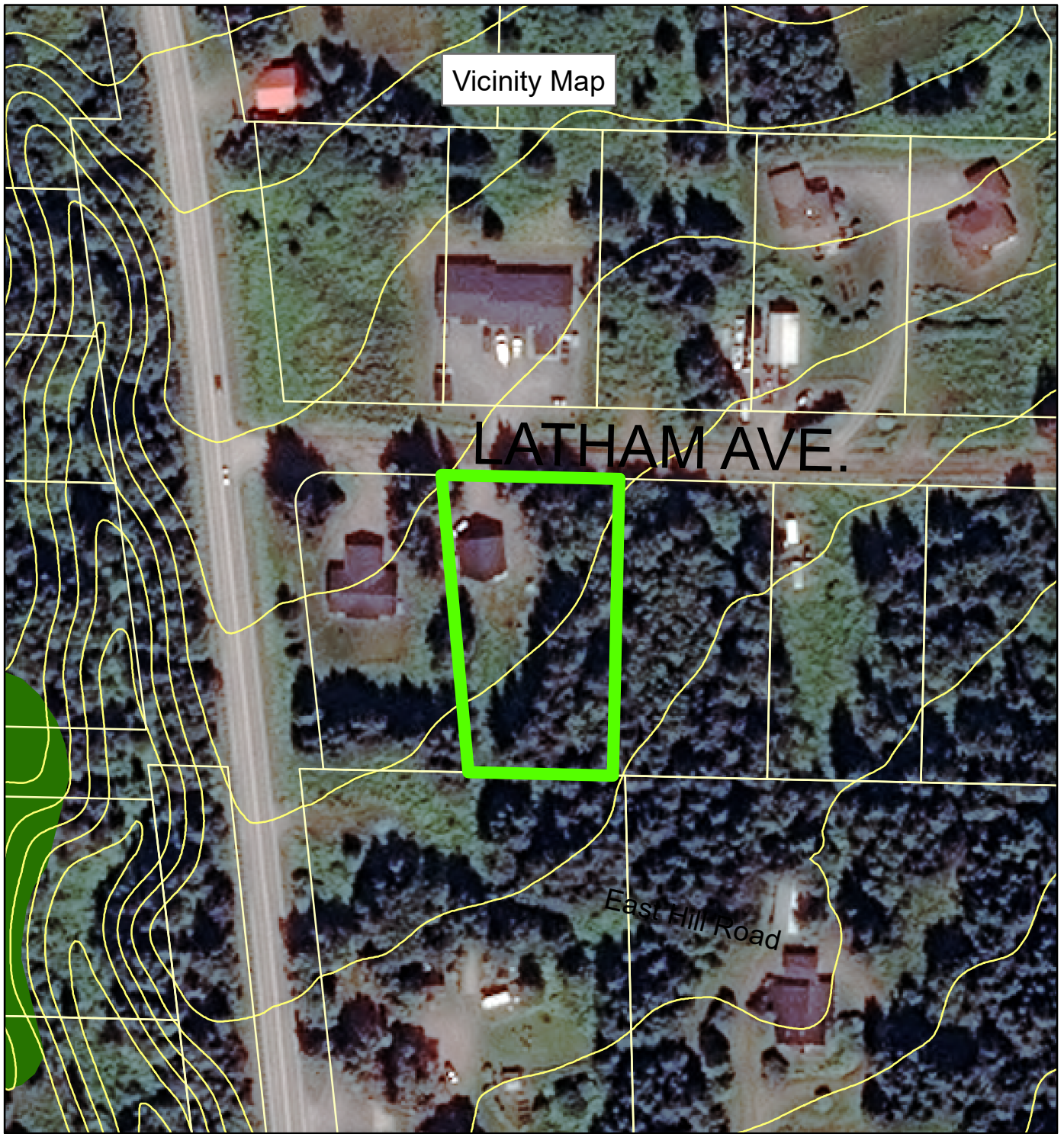
A REPLAT OF LOT 1-A1 VINEYARD ESTATES 2014 ADDN. (HM 2014-41) LOCATED WITHIN THE SE 1/4 NE 1/4, SEC 17, T. 6 S., R. 13 W., SEWARD MERIDIAN, CITY OF HOMER, KENAI PENINSULA BOROUGH, THIRD JUDICIAL DISTRICT, ALASKA

CONTAINING 0.783 ACRES

SEABRIGHT SURVEY + DESIGN
KENTON T. BLOOM, P.L.S.
1044 EAST ROAD, SUITE A
HOMER, ALASKA 99603
(907) 299-1091

CLIENTS: GABRIEL A. LINEGAR
P.O. BOX 2029 HOMER, AK 99603

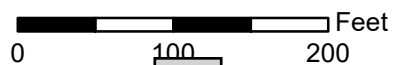
DRAWN BY: KK	CHKD BY: KB	JOB #2020-52
DATE: 01/2021	SCALE: 1"=30'	SHEET #1 OF 1



City of Homer
Planning and Zoning Department

January 19, 2021

**Vineyard Estates 2014 Addn
 Lot 1-A1 2021 Replat
 Preliminary Plat**



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City of Homer

www.cityofhomer-ak.gov

Planning

491 East Pioneer Avenue
Homer, Alaska 99603

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

Staff Report 21-10

TO: Homer Planning Commission
FROM: Rick Abboud, City Planner, AICP
DATE: 2/3/2021
SUBJECT: Puffin Acres SVH 2021 Replat

Requested Action: Approval of Preliminary Plat that shifts current lot lines.

General Information:

Applicants:	Bonnie G Mastolier SVH, LLC 1067 Ocean Dr. Suite B Homer, AK 99603	Troy, Phillip, & Buck Jones East End Services, Inc. 33740 Jones Dr. Homer, AK 99603	Allen Engebretsen PO Box 534 Homer, AK 99603	Kenton Bloom, P.L.S. Seabright Survey and Design 1044 East End Rd. Homer, AK 99603
Location:	South side of East End Road just beyond mile 3.			
Parcel ID:	17479201, 17419223 & 17419223			
Size of Existing Lot(s):	12.58, 1.692 & 1.113 Acres			
Size of Proposed Lots(s):	12.186, 2.329, & .854 Acres			
Zoning Designation:	East End Mixed Use District			
Existing Land Use:	Commercial shops and storage			
Surrounding Land Use:	North: Commercial (Kachemak City) South: Vacant East: Boatyard/Storage West: Commercial/Auto shop			
Comprehensive Plan:	Chapter 4 Goal 1 Objective A: Promote a pattern of growth characterized by a concentrated mixed-use center, and a surrounding ring of moderate to high density residential and mixed-use areas with lower densities in outlying areas.			
Wetland Status:	There may be wetlands on the south side of proposed lot 4-A			
Flood Plain Status:	Zone D, flood hazards undetermined.			
BCWPD:	Not within the Bridge Creek Watershed Protection District.			
Utilities:	City water and sewer are available			

Public Notice:	Notice was sent to 31 property owners of 38 parcels as shown on the KPB tax assessor rolls.
----------------	---

Analysis: This subdivision is within the East End Mixed Use District. This plat shifts lot line on three lots

Homer City Code 22.10.051 Easements and rights-of-way

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

Staff Response: The plat does not these requirements. Need to dedicate a 15' utility easement adjacent to East End Road per HCC 21.10.051(a).

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

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

Staff Response: The plat meets these requirements.

- B. North point;

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

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

Staff Response: The plat meets these requirements.

NOTES

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2. A BUILDING SETBACK OF 20' IS REQUIRED FROM ALL STREET RIGHTS OF WAY UNLESS A LESSER STANDARD IS APPROVED BY A RESOLUTION OF THE APPROPRIATE PLANNING COMMISSION.
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NOTARY'S ACKNOWLEDGMENT

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

NOTARY PUBLIC FOR ALASKA

MY COMMISSION EXPIRES _____

NOTARY'S ACKNOWLEDGMENT

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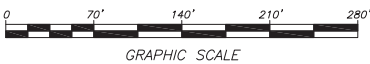
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LEGEND

- ⊕ SET 2" AC 7968-S 2021
- ① FND 2" AC 5780-S 200-
- ⊕ FND 2.5" BC MON 1301-S 1971
- ⊗ FND 2.5" BC MON 3686-S 1983
- ⊕ FND 1" CONC. FILLED IRON PIPE (BROKEN)
- (F) FIELD BOUNDARY DATA PER THIS SURVEY



LOT 4
COMMERCE PARK SUB
(HM 85-14)

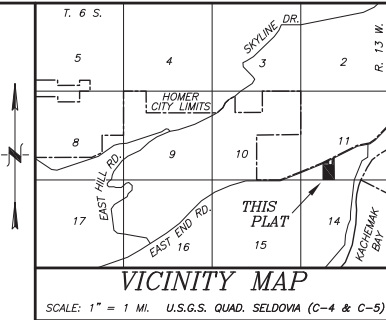
LOT 5
COMMERCE PARK SUB
(HM 85-14)

LOT 4-A
BLK 1
12.186 ACRES

LITTLE FIREWEED LANE 33' WIDE ROW

WASTEWATER DISPOSAL

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



CERTIFICATE OF OWNERSHIP

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BONNIE G. MASTOLIER
AUTHORIZED SIGNATORY FOR:
SVH, LLC
1067 OCEAN DR. SUITE B
HOMER, AK 99603

FORMER LOT 2B BLK 1
(HM 95-52)

BUCK A. JONES
(EAST ROAD SERVICES, INC.)
33740 JONES DR.
HOMER, AK 99603

FORMER LOT 4 BLK 1
(HM 85-122)

PHILIP S. JONES
(EAST ROAD SERVICES, INC.)
33740 JONES DR.
HOMER, AK 99603

FORMER LOT 4 BLK 1
(HM 85-122)

TROY A. JONES
(EAST ROAD SERVICES, INC.)
33740 JONES DR.
HOMER, AK 99603

FORMER LOT 4 BLK 1
(HM 85-122)

ALLEN ENGBRETTSEN
P.O. BOX 534
HOMER, AK 99603

FORMER LOT 2A BLK 1
(HM 95-52)

PLAT APPROVAL

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

BY: _____
AUTHORIZED OFFICIAL
KENAI PENINSULA BOROUGH

HOMER RECORDING DISTRICT KPB FILE NO. 2021-XXX

PUFFIN ACRES SVH 2021 REPLAT

A REPLAT OF LOT 4 BLK 1 PUFFIN ACRES SUBD (HM 85-122), LOT 2-A & LOT 2-B BLK 1 PUFFIN ACRES NO. 2 (HM 95-52), LOCATED WITHIN THE SW 1/4 SEC 11, T. 6 S., R. 13 W., SEWARD MERIDIAN, CITY OF HOMER, KENAI PENINSULA BOROUGH, THIRD JUDICIAL DISTRICT, ALASKA

CONTAINING 15.369 ACRES

SEABRIGHT SURVEY + DESIGN

KENTON T. BLOOM, P.L.S.

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

CLIENTS: EAST ROAD SERVICES INC.
33740 JONES DR HOMER, AK 99603
SVH LLC
1067 OCEAN DR SUITE B HOMER, AK 99603
ALLEN ENGBRETTSEN
P.O. BOX 534 HOMER, AK 99603

DRAWN BY: KK CHKD BY: KB JOB #2020-49

DATE: 01/2021 SCALE: 1"=70' SHEET #1 OF 1

SEABRIGHT SURVEY + DESIGN

Kenton Bloom, PLS

1044 East Road Suite A

Homer, Alaska 99603

(907) 299-1091

seabrightz@yahoo.com

January 15, 2021

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

RE: Preliminary Plat Submittal "Puffin Acres SVH 2021 Replat"

Dear Planning Department:

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

Cordially,



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

RECEIVED

JAN 15 2021

**CITY OF HOMER
PLANNING/ZONING**

NOTICE OF SUBDIVISION

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

Proposed subdivision under consideration is described as follows:

Puffin Acres SVH 2021 Replat Preliminary Plat

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

A public meeting will be held by the Homer Planning Commission on Wednesday, February 3, 2021 at 6:30 p.m. The meeting will be held virtually.

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

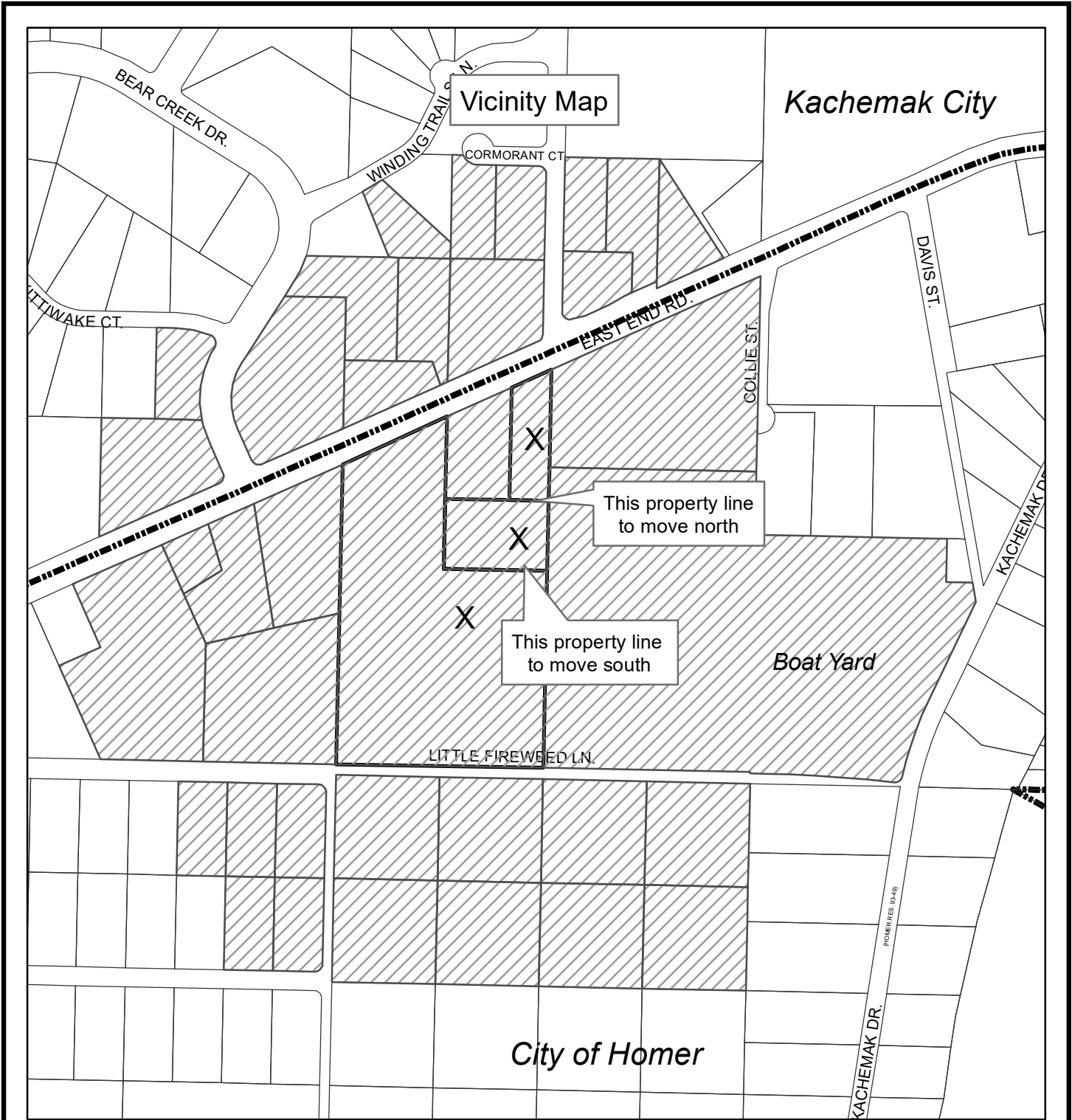
Visit the link above or call the City Clerk's Office to learn how to provide verbal testimony during the meeting via telephone or the Zoom online platform. Written comments can be emailed to planning@ci.homer.ak.us or mailed to Homer City Hall, 491 E. Pioneer Ave., Homer, AK, 99603. They may also be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

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

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

.....

VICINITY MAP ON REVERSE



City of Homer
Planning and Zoning Department
 January 19, 2021

Puffin Acres SVH 2021 Replat Preliminary Plat

Marked lots are within 500 feet and
 property owners notified.

0 150 300 600 Feet



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NOTARY'S ACKNOWLEDGMENT

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

NOTARY PUBLIC FOR ALASKA

MY COMMISSION EXPIRES _____

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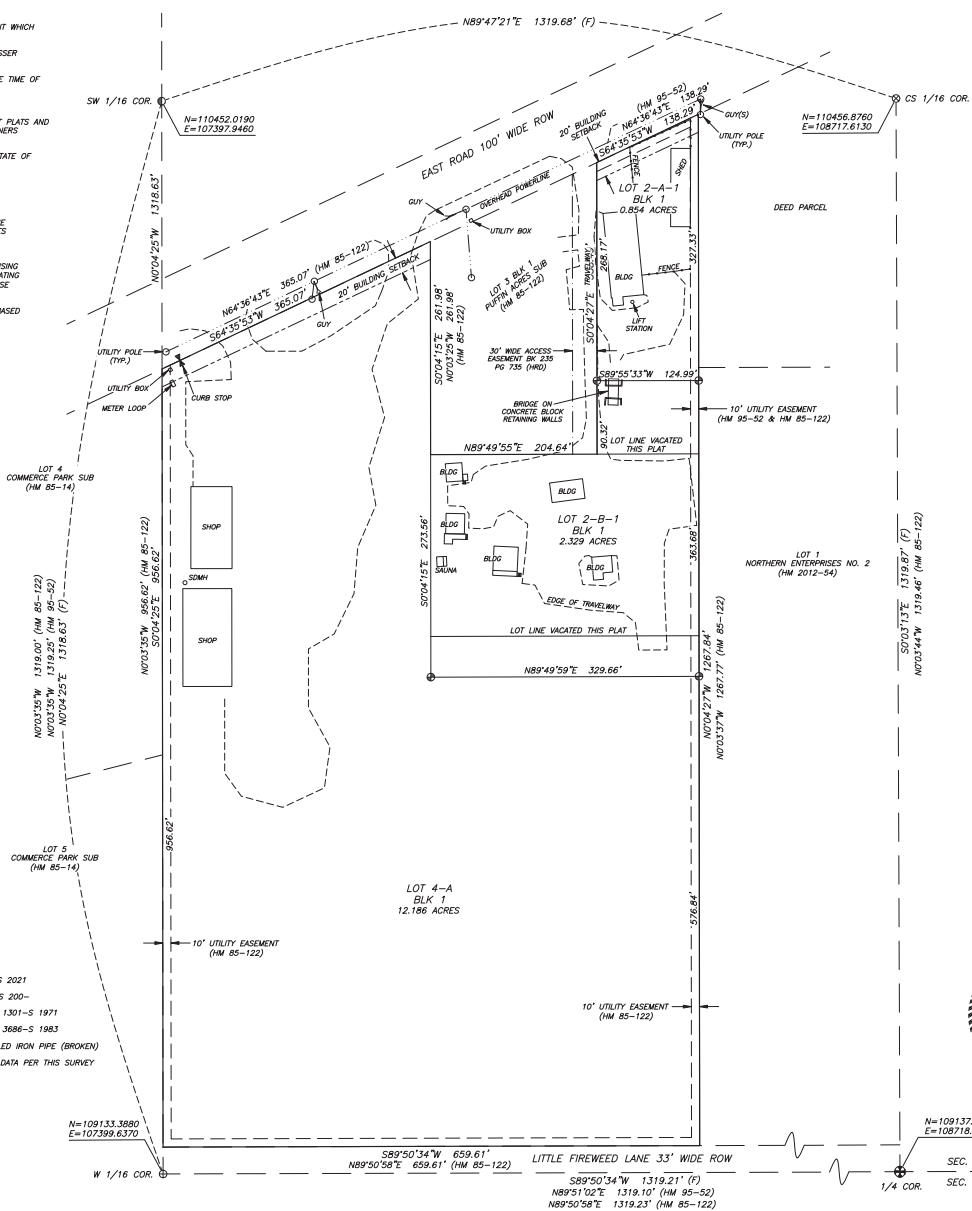
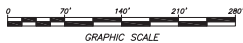
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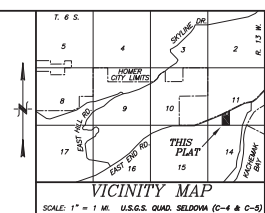
MY COMMISSION EXPIRES _____

LEGEND

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BONNIE G. MASTOLIER AUTHORIZED SIGNATORY FOR: SWH LLC 1067 OCEAN DR. SUITE B HOMER, AK 99603	FORMER LOT 2B BLK 1 (HM 95-52)
BLUCK A. JONES (EAST ROAD SERVICES, INC.) 33740 JONES DR. HOMER, AK 99603	FORMER LOT 4 BLK 1 (HM 85-122)
PHILIP S. JONES (EAST ROAD SERVICES, INC.) 33740 JONES DR. HOMER, AK 99603	FORMER LOT 4 BLK 1 (HM 85-122)
TROY A. JONES (EAST ROAD SERVICES, INC.) 33740 JONES DR. HOMER, AK 99603	FORMER LOT 4 BLK 1 (HM 85-122)
ALLEN ENGBERTSEN P.O. BOX 534 HOMER, AK 99603	FORMER LOT 3A BLK 1 (HM 95-52)

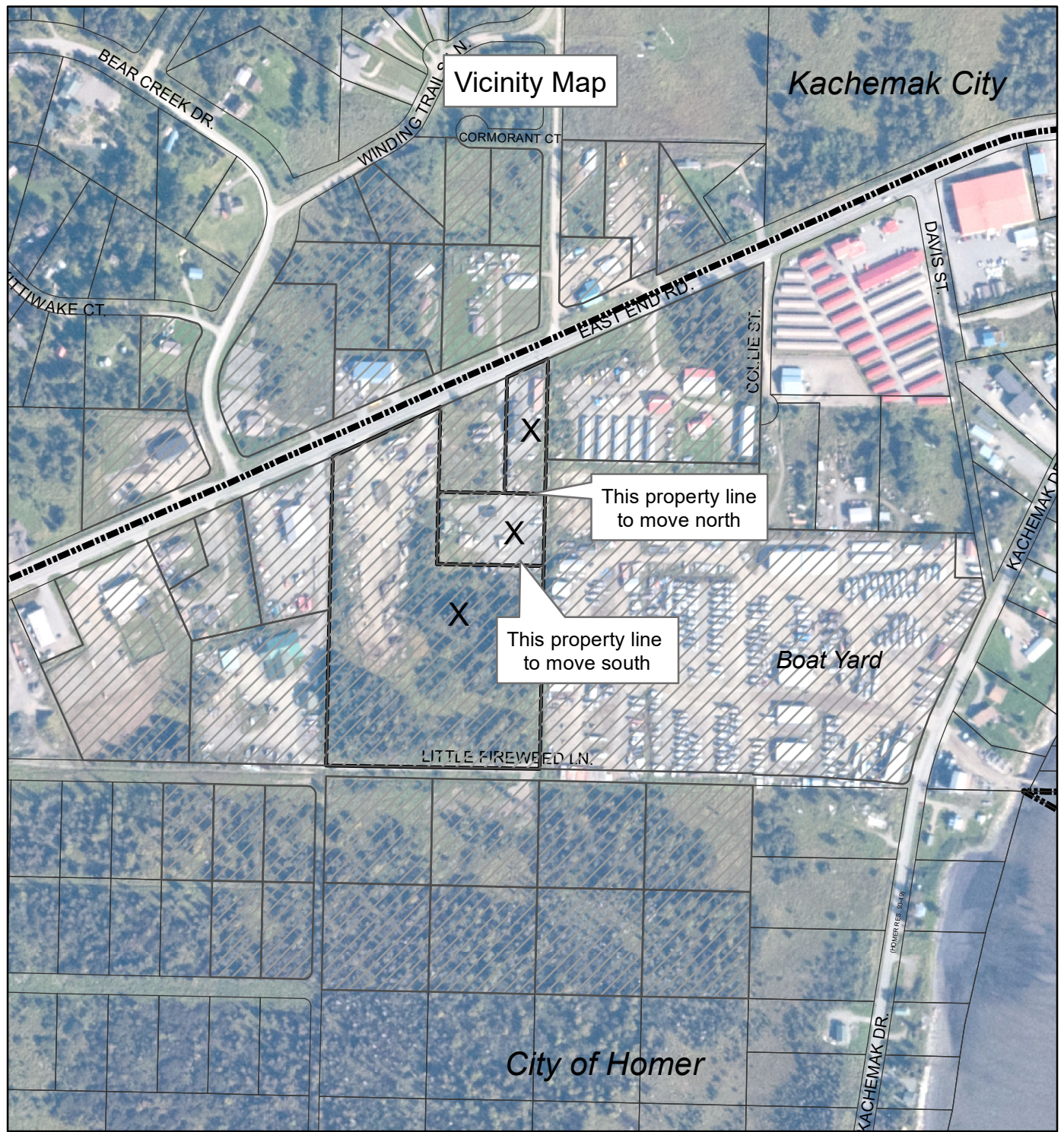
PLAT APPROVAL

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

BY: _____ AUTHORIZED OFFICIAL
KENAI PENINSULA BOROUGH

HOMER RECORDING DISTRICT KPB FILE NO. 2021-000X

PUFFIN ACRES SVH 2021 REPLAT A REPLAT OF LOT 4, BLK 1 PUFFIN ACRES SUBD (HM 85-122), LOT 2-A & LOT 2-B BLK 1 PUFFIN ACRES NO. 2 (HM 95-52), LOCATED WITHIN THE SW 1/4 SEC 11, T. 6 S., R. 13 W., SEWARD MERIDIAN, CITY OF HOMER, KENAI PENINSULA BOROUGH, THIRD JUDICIAL DISTRICT, ALASKA CONTAINING 15.369 ACRES	
SEABRIGHT SURVEY + DESIGN KENTON T. BLOOM, P.L.S. 1044 EAST ROAD, SUITE A HOMER, ALASKA 99603 (907) 299-1091	
CLIENTS: EAST ROAD SERVICES INC. 33740 JONES DR HOMER, AK 99603 SWH LLC 1067 OCEAN DR SUITE B HOMER, AK 99603 ALLEN ENGBERTSEN P.O. BOX 534 HOMER, AK 99603	
DRAWN BY: KK	CHKD BY: KB
DATE: 01/20/21	SHEET #1 OF 1



City of Homer
Planning and Zoning Department
 January 19, 2021

Puffin Acres SVH 2021 Replat Preliminary Plat

Marked lots are within 500 feet and
 property owners notified.

0 150 300 600 Feet



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



City of Homer

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Planning

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Planning@ci.homer.ak.us

(p) 907-235-3106

(f) 907-235-3118

Memorandum PL 21-01

TO: Homer Planning Commission
THROUGH: Rick Abboud, City Planner
FROM: Julie Engebretsen, Deputy City Planner
DATE: February 3, 2021
SUBJECT: Draft Community Design Manual

We are half way done! Staff has made the edits approved by the Commission to the Community Design Manual (CDM).

Staff divided the original Site Design section into two chapters because the document had different applicability to some zones and uses. Confusing! Now it will be clearer to users what rules apply where. Staff is still working on details like margins and text alignment.

Staff will present the rest of the CDM (introduction and architecture) at a future meeting. Eventually we will look at the whole document and make a recommendation for adoption by resolution to the City Council.

Attachments

Chapter 2 Site Design

Chapter 3 Outdoor Lighting

Chapter 2. SITE DESIGN

Applicability: This Chapter applies to all non-residential uses and uses with more than 12 residential units in the Central Business and Gateway Business Districts and to all uses except single family dwellings and duplexes in the Scenic Gateway Corridor Overlay District.

The sections in this chapter include:

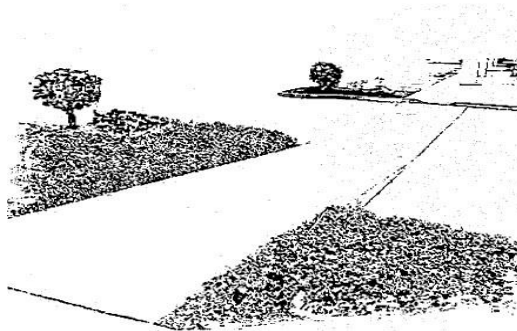
- A. On-site Walkways**
- B. Outdoor Common Areas**
- C. Commercial Streetscape**
- D. Landscaping and Screening**
- E. Fences**

A. ON-SITE WALKWAYS

Primary walkways are intended to link a building's main entrance to the public right-of-way and to facilitate and enhance the pedestrian environment.

1. Link commercial buildings and the public right-of-way with primary walkways.

Commercial buildings must be served by primary walkways which directly link the building's main entrance to the public right-of-way.

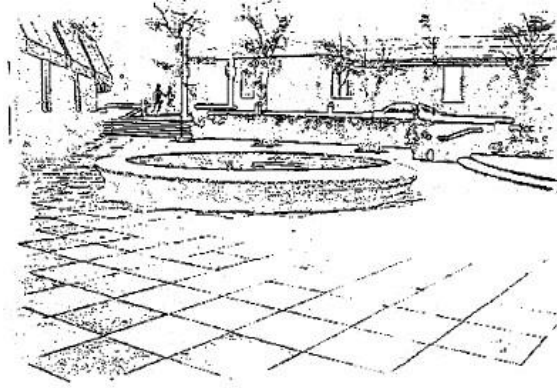


- 2. Assure that primary walkway width is proportionate to scale of project.** Primary walkways must be a minimum of 5 feet on small-scale projects; wider walkways may be required for larger scaled projects.
- 3. Differentiate walkway surface.** Walkways must be visually distinct from parking lot and driveway surfaces and may include textured or colored materials. Paint or striping will not suffice to meet this requirement. Walkways must be functionally separate from parking lots and driveways except where they cross driveways.

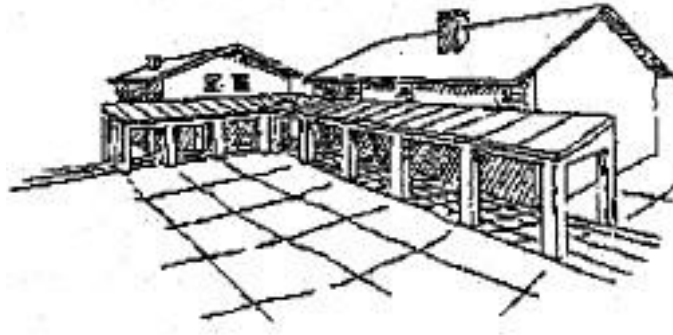
4. **Accent walkway with significant landscaping.** One side of the primary walkway must be landscaped except where it crosses a driveway. The width of the landscaping shall be sufficient to maintain a proper planting environment. Planting strips must have an average width of 3 feet. Wider planting strips may be required for larger scaled projects.
5. Accent walkway with lighting and seating areas.

B. OUTDOOR COMMON AREAS

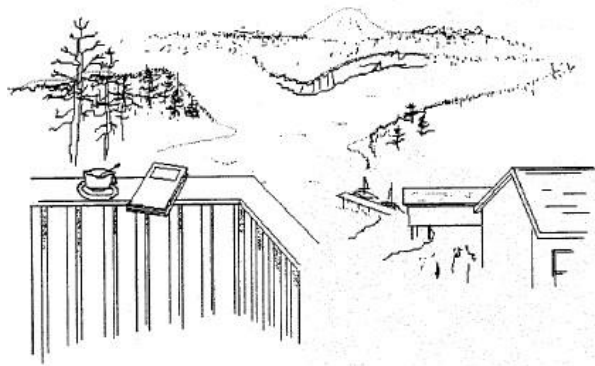
A common area is a designed outdoor space which encourages outdoor activities and leisure in outdoor spaces associated with commercial development. Required common areas must be provided on-site, but may be enlarged and extended into city rights-of-way to connect with the sidewalk, subject to City of Homer approval.



1. **Provide common area of a size proportionate to development.** Commercial development greater than 5000 square feet in floor area shall include common areas equal to 5% of the gross floor area of the building to which they apply, excluding garages, warehouses, and similar support structures.
2. **Choose type of common area best suited to development.** Common areas must include trash receptacles and casual seating and/or tables. Common areas must be one of (or a combination of) the following:
 - a. **Balcony, terrace or covered colonnade** - providing a minimum walking width of 8 feet and which also incorporates seating areas.



- b. Plaza - with colored or textured pavement surface, e.g., brick, stone, exposed aggregate concrete or colored and textured concrete. To provide pattern and enhance the texture of the pavement, concrete surfaces shall be scored or otherwise divided into smaller sections.
- c. Pocket park - developed between or in front of buildings which include landscaped areas of grass, trees, shrubbery and flowers, combined with limited paths and pavement areas for casual tables and/or seats.
- d. Scenic View Area - consistent with these design standards. Viewing platforms intended for public access shall be identified with signage located at the edge of the public right-of-way.
- e. Off site common areas - For structures with less than 10,000 square feet of floor area, any of the above common areas which are within 250 feet of the subject site and are at least as large as the required common area for the subject site meet common area requirements and do not have to be repeated. This does not imply that the off site common area must be accessible for the subject site's use. It merely develops an appropriate density for outdoor common areas in a given district.



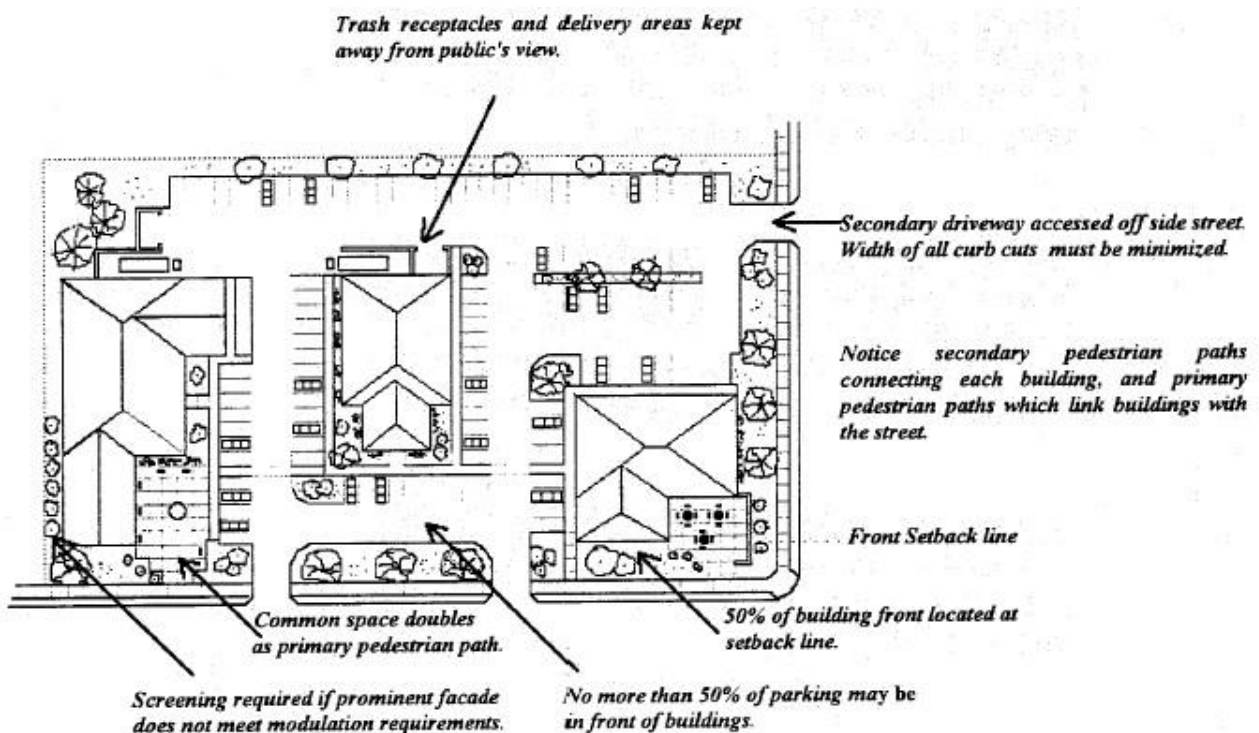
- 3. **Locate common areas in view corridors.** Where view corridors occur on a site, common areas shall be located within the view corridor. Use care in the selection of landscape plantings so as to preserve views.

4. **Provide direct access to common areas with pedestrian walkways.** Common areas (or outdoor stairs leading to common areas) shall be easily accessible to customers from the public right-of-way by either primary or secondary walkways.

C. **COMMERCIAL STREETSCAPE**

To enhance the visual quality and the pedestrian environment of commercial streets and activity centers, an increased emphasis should be placed on landscaping, pedestrian walkways and architecture. Parking lots and service areas should be visually diminished by keeping them to the side or rear of the buildings.

1. **Locate structure near front setback line.** At least 50 percent of the primary structure's front facade shall be placed near the front setback line. The remaining portion of the building may be stepped back to accommodate common areas or parking.
2. **Orient service and delivery areas away from the street.** Where possible, service and delivery bays, including warehouses and mini-storage units, may not be oriented to the street. These areas should be separated from public access routes and parking areas whenever practical.



3. **Use landscaping to screen parking lots and service areas.** Parking lots and other expansive pavement areas shall include a wall, solid hedge or landscape berm at least

3 feet high (conforming to clear vision requirements at driveway entrance) parallel to the right-of-way to soften the visual impact of the lot from the street.

4. **Link dissimilar buildings with common site amenities.** Visual continuity can be achieved between dissimilar buildings by emphasizing common elements of site design. (e.g., landscaping, screening, furnishings, light standards, decorative paving materials). Similar colors of structures can also provide visual continuity to the streetscape.
5. **Provide covering over walkways where appropriate.** Encourage pedestrian use of walkways by providing canopies, marquees and awnings on building fronts which abut a sidewalk.
6. **Place no more than 50% of required parking in front of buildings.** Where practical, no more than 50% of required parking may be located in front of the building. In this context, the front shall be the building side facing the street providing primary access to a site.
7. **Avoid parking in front of building entrance.** Parking spaces in front of the main building entrance interfere with entrance visibility and access. These shall be avoided.

D. LANDSCAPING & SCREENING

Formal landscaping provides a pleasing transition between the natural setting and the built environment and between adjacent built environments. Landscaping may not be considered adequate compensation for poor site or building design; it shall be used to enhance new development (regardless of how attractive the buildings on a site may be) and to soften the visual impacts of such urban necessities as parking lots and mechanical equipment. In addition to aesthetics, landscaping provides green infrastructure services such as water retention and filtration, particularly on sites with larger areas of impervious surfaces. Natural vegetation, together with existing views of the water and land views is an integral part of the Homer setting and should be preserved on both developed and vacant parcels. Views through or framed by natural vegetation may be achieved while retaining the existing vegetation which characterizes Kachemak Bay.

1. Utilize non-invasive attractive plants to achieve landscaping and screening, preserve or create tree canopy, and provide ecosystem services such as water retention and filtration. Concepts such as rain gardens and other Low Impact Development concepts are encouraged.
2. **Choose plantings which are compatible with existing vegetation.** Plantings must be of a type which will thrive amid existing vegetation without killing or overtaking it. Avoid mixing incompatible plants which require different planting environments or micro-

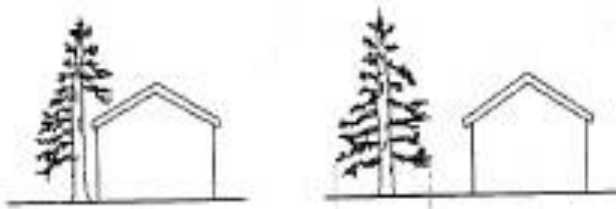
climates. Avoid haphazard mixture of textures, colors and plant types.

3. **Locate vegetation to preserve significant views.** Views and vistas from public rights-of-way shall be considered when determining placement of vegetation or retention of existing vegetation. While it is not the intent to avoid all trees in the foreground of a view, consideration should be given to the expected height of trees and how they might be located to "frame" the view. The following standards promote retention of existing views and apply to both commercial and residential properties:

- a. Selective thinning - Larger tree stands which, over time, have closed off significant views may be selectively thinned. Limit thinning to maintain a balance of timber and continuous canopy.
- b. Trees within view - Allow trees to be a part of the view. Limited numbers of trees should not be considered an obstruction to a view.

4. **Provide adequate room for retained vegetation.** Identify how retained trees will be protected both during and after construction.

- a. Location of structures. Buildings, retaining walls, utilities and paved surfaces must be far enough away from retained trees to allow room for construction activities (including grading and excavation) and to assure a proper growth environment after construction.



Neither the building footprint or the area of construction should encroach into the drip line of trees to be protected

- b. Area of construction. In no case shall construction activities take place within the drip line of the tree (root zone) without extra precautions.
- c. Tree well. Provide a tree well or other form of protection where the surrounding grade must be raised.
- d. Significant vegetation to be retained must be protected during construction by installation of an effective system. The system must be approved by the Public Works Department, and must be in place during construction.

5. **Replace lost trees which were intended to be retained.** Any tree proposed or

required to be retained and which is subsequently lost or destroyed must be replaced with at least three 6-foot trees of an appropriate species.

6. **Retain the natural symmetry of trees.** Trimming of trees shall be done in a manner that preserves the tree's natural symmetry. Topping shall be avoided unless required for health/safety reasons. Limbing-up may be appropriate if sufficient crown is retained to preserve the tree's health.
7. **Use shrubs or vines on blank walls.** Landscape along blank walls. Shrubs, vines or other plantings can be used to provide either coverage or grouped plantings along otherwise plain walls.
8. **Outside storage of materials and equipment and trash, if otherwise allowed, should be screened from view from adjacent streets and residential areas.** Such screens should be opaque and may consist of walls, fences, landscaped berms, evergreen plantings, or any combination thereof.
9. **Enclosed storage of materials, equipment and trash is encouraged.** The enclosure will be built to be complementary to the primary structure or landscaped or located so as to not be visible from the street.
10. **Elements such as, but not limited to; HVAC units, telephone boxes, fuel tanks and electrical transformers, shall be integrated into the site design through the use of landscaping, berms or fences and should be as unobtrusive as possible.**

E. FENCES

Fences are useful for defining space, providing security, and visually enhancing outdoor settings. The degree that these qualities are considered depends on the intended purpose of the fence and where it will be located. The design of the fence may not be important if the fence is strictly for security reasons, (e.g., a mini-storage yard), but if the fence is visible to the public right-of-way, design takes on added significance.

1. **Choose fence materials carefully.** Fences shall be constructed of wood, wrought iron, brick, stone or cinder block. Smooth-faced cinder block must have a veneer finish on the side visible to the public's view. Coated chain link attached to wood posts and rails is permitted. Chain link with slats that color coordinate with the main building color scheme are also permitted. Other materials which have the general appearance and visual quality of approved fence materials may be approved by the Planning Director,
2. **Limit chain link along prominent facades and arterials.**

3. **Limit height of fences.** Unless otherwise required by Homer City Code, fences are limited to a height of 4 feet from the natural grade along arterial frontages and in the front yard.

Chapter 3. Outdoor Lighting

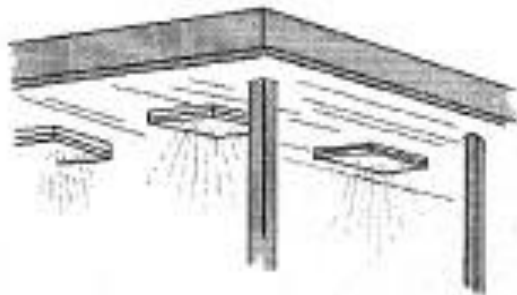
Applicability: The outdoor lighting section applies to all uses in areas zoned CBD, RR, UR, RO, GBD, SGCOL and the portion of GC1 lying south of Beluga Lake.

Purpose

The primary purpose of outdoor lighting is to improve visibility and safety within outdoor spaces. However, light can also enhance a setting if the intensity and source of the light corresponds to the visual character of the surroundings.

1. **Avoid lighting large areas with a single source.** Large areas may be lit with a number of low intensity sources close to the area requiring illumination; illumination of a large area with a remote single source of light shall be avoided.
2. **Avoid excessive light throw.** Lighting shall not be cast beyond the premises and shall be limited to illumination of surfaces intended for pedestrians or vehicles. Illumination of landscaped areas shall be avoided unless lighting is part of the landscape design or the area is intended for recreational use.
3. **Keep light source hidden from public view.** Except for streetlights installed in rights-of-way, all light sources, whether on public or private property, shall be hidden or conform to light standards specified herein. Light sources (e.g., light bulbs) shall not be visible except on approved decorator lights. Sources of high intensity light, whether behind a lens or not, shall not be visible to the public.

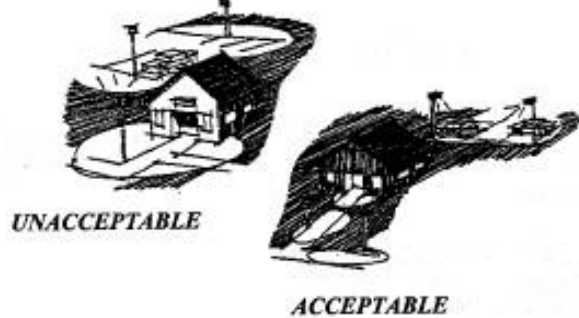
High intensity light sources may not be visible to the public. Fixture designs of an industrial or utility appearance shall be avoided.



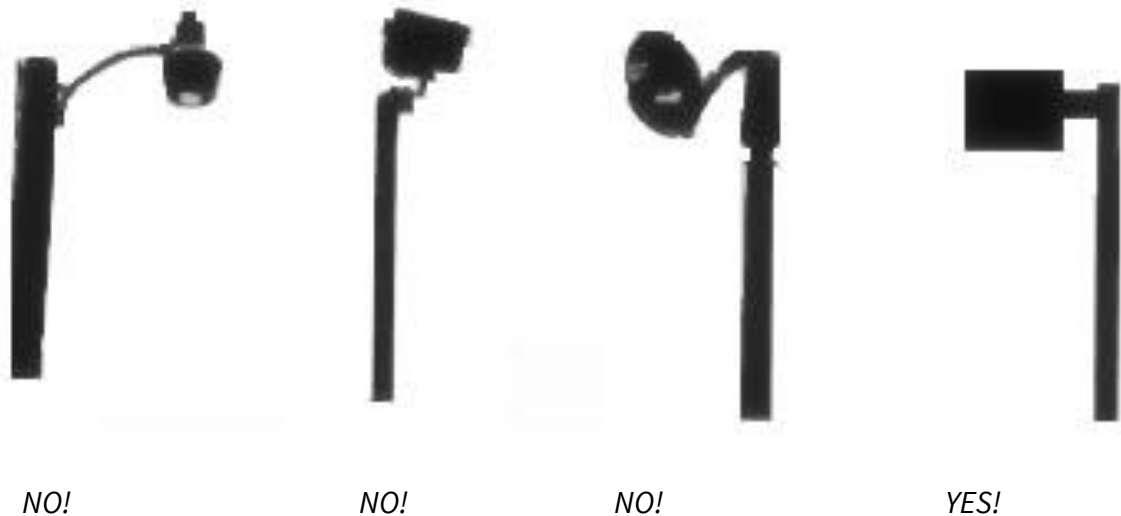
Indirect lighting keeps light source hidden from the public's view. Recessed spot lighting may supplement indirect lighting where more direct lighting is desired.



4. **Use downward directional lighting.** All lights more than 7 feet above the ground shall be downward directional lighting.



5. **Choose approved outdoor light designs.** The following lighting types are approved:
- a. "Shoe box" style pole lamps to be approved as appropriate for district (downward directional).
 - b. Ornamental pole lamps - to be approved as appropriate in color and style for district.
 - c. Bollard lights - to be approved as appropriate in color and style for district.
6. **Avoid light fixture designs which have an industrial appearance.** Designs of an industrial or utility appearance shall be avoided on all fixtures visible to the public, e.g., mercury vapor lights, cobra lights, etc.



Except for the "shoe-box" style light on the right (which is downward directional), these other lights are too industrial in their appearance and are designed for illuminating large areas with a single light source.



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Memorandum

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: January 20, 2021
SUBJECT: City Manager's Report for January 25, 2021 Council Meeting

FY22/23 Budget

I am in the process of meeting with each member of the leadership team to discuss the FY22/23 budget. These kick-off meetings are focused on department/division missions, objectives, and goals as well as identifying challenges and opportunities for the future. A budget development schedule document will be brought to Council at the first meeting in February, and I anticipate a discussion on Council's FY 22/23 budget priorities at the second meeting in February.

Climate Action Plan

A draft whitepaper which examines changes in the City's greenhouse gas emissions in the years since the adoption of the 2007 Climate Action Plan has been completed and is being circulated for review. This paper is largely based on significant contributions by Public Works Engineering Technician Aaron Yeaton and will serve as the jumping off point for further sustainability planning for the City. When the review is complete, I will distribute the final draft via a future report.

Sports Gear Library Update

In an effort to support additional outdoor recreational opportunities, Community Recreation is pleased to have launched the Sport Gear Lending Program that is now available online at: <https://www.cityofhomer-ak.gov/recreation/sports-gear-lending-program>. This free program provides an initial limited amount of outdoor recreational gear ranging from sleds, to various sporting balls to a pickleball set up. We hope to expand and provide additional items as the program evolves and we envision to network with other local entities to direct community members to locate gear that we may not be able to provide. Participants submit their requests online and make arrangements for curbside pickup and drop off with Community Recreation staff. The program is also open to donated gear, please contact Mike Illg at millg@ci.homer.ak.us or 907-399-6090 if you have recreational equipment in good condition which you are interested in donating to the program.

Personal Watercraft in Kachemak Bay - Update

After a brief discussion with Council at the January 11th Council meeting, I have asked staff to get feedback from the Port & Harbor Commission as well as PARCAC on this topic. In the meantime, staff continues to investigate potential impacts and potential actions that could be associated with this issue in the future.

PFD and Tax Forms Available at the Library

The Library has forms available for distribution, including both the PFD application and the IRS 1040 tax form. Patrons can pick up forms through curbside pickup or at the plastic tub outside the front door of the building. PFD forms are also available at the Legislative Information Office at 270 W. Pioneer Avenue, and the PFD application can be completed online at my.alaska.gov. The only tax form the library has is the 1040, although we will soon have reproducible tax forms that can be photocopied and taken home.

Quarterly Financial Reports

Included with the CM Report are financial reports for the 2nd and 3rd quarters of fiscal year 2020. One item that remains outstanding is the utilization of CARES funding to reimburse the General Fund for Public Safety payroll expenses. The Finance Department and CARES team are still crunching those numbers and will come to Council with an update shortly. Keep in mind while reviewing these reports that the values presented are preliminary and are subject to change during the fiscal year-end closeout process. Finance is optimistic to provide Council with a 4th Quarter report by the first meeting in April 2021.

Water and Sewer CARMA Updates

Updated reports from the Finance Department regarding the Water and Sewer CARMA funds are attached to this report.

Bishops Beach Update

The sinkhole at the transition from the paved parking lot at Bishops Beach onto the beach itself has been addressed by the Public Works Department. A contractor was brought in to provide fill, shave down ice ridges, and relocated driftwood for parking delineation. The area will be reevaluated by Parks staff when the ground is thawed in the summer.



Police Station

Staff is preparing to make one final purchase before closing out the Police Station project. See attached for a memo about plans to purchase a shelving system for the evidence room.

Recruitment for Assistant to the City Manager

In January the City began its recruitment for a new assistant to the City Manager. This position has been open since November and the Administration Department is excited to find a welcome a new member to the team.

Interested parties are encouraged to visit <https://cityofhomerak.applicantpro.com/jobs/1642188.html> and apply online.

Welcome to New Port Team Member – Amy Woodruff

Amy joined the Port & Harbor team as the Administrative Supervisor earlier this month. Amy has served as a campaign manager for both Paul Seaton, and more recently, Kelly Cooper. She was the Marketing Director for the Homer Chamber of Commerce, and has also worked for the Haven House. Amy has a Master of Arts in Public Policy.

Retirements

In January, we said goodbye to Investigations Sergeant Larry “Beans” Baxter. Sgt. Baxter joined our team in 2009. Originally from Kentucky, he spent four years in the Army which brought him to Alaska. Sgt. Baxter worked for the Unalaska Police Department from 2006 to 2009 before coming to Homer. He was promoted to Sergeant in 2017.

“Beans served the police department very well. His quick wit, knowledge and hard work will be missed. Happy hunting Beans, may you find your prey!” – Chief Robl

In February, Port Administrative Supervisor Lisa Ellington will be retiring as well. Lisa joined our team in 2006 and served the City for over 14 years.

“Although the Port and Harbor team will miss working with Lisa, we’re excited to see how retirement looks on her! Thanks Lisa for all your hard work and leadership over the years, happy trails!” – Harbormaster Hawkins

COVID-Related Updates

COVID Risk Status

I continue to meet with staff to review our risk level regarding the COVID threat in our community. On November 23rd I moved the City to “Red” status and we remain there today. After the schools reopened, I have been receiving increased communications from Library patrons and individuals who use the HERC for recreation asking that those facilities be reopened. While we’re not currently seeing much COVID activity within our organization, we are continuing to take a conservative approach to COVID-safety due to stresses on the healthcare system at a statewide level. Local COVID numbers are low right now, but we are closely watching the impact of the return to in-person schooling on the Kenai Peninsula before considering a move back to “Orange” or below. If we maintain current local trends, there is a chance we could see limited re-openings of the HERC and the Library in February.

COVID Vaccine POD

The City of Homer and South Peninsula Hospital partnered to provide a very successful event at the Christian Community Church, providing the Moderna COVID-19 vaccine to more than 700 people over 65 years of age. Doses were administered on Friday and Saturday, January 15th and 16th. Teamwork between City departments and the hospital really show that Homer is “The City That Works.”



At this time, we are expecting five more vaccination events between the date of this report and the end of March. I am directing staff to continue to participate in the management and implementation of these events. South Peninsula Hospital is picking up many of the expenses, but there is still a cost to the City in staff time and materials for these events. Incident Command Team staff are determining the costs of the original vaccine POD to forecast the expense for the next five. I anticipate that there will be vaccine distribution funding made available from the Federal Government but the timing, amount, and deployment of that mechanism is unknown at this time. For now, departments will track vaccine POD related time and use their existing budgets to fund the program. I expect to bring a different funding program to Council for review once there is more known about any federal programs.



Enclosures:

1. January Employee Anniversaries
2. Quarterly Financial Reports
3. Water and Sewer CARMA Reports
4. HPD Evidence Shelving Memo



City of Homer

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Office of the City Manager

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Memorandum

TO: MAYOR CASTNER AND CITY COUNCIL
FROM: Andrea Browning
DATE: January 25, 2021
SUBJECT: January Employee Anniversaries

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

Teresa Sundmark	Library	14	Years
Tomasz Sulczynski	IT	13	Years
Andrea Browning	Admin	9	Years
Paul McBride	Public Works	9	Years
Burton Gregory	Harbor	7	Years
Brody Jones	Public Works	7	Years
Jona Focht	Dispatch	6	Years
Lynda Gilliland	Finance	3	Years

Quarterly General Fund
Expenditure Report
For Quarter Ended June 30, 2020

	Adopted FY20 Budget	Actual As of 6/30/20	Budget Remaining	% Budget Used
<u>Revenues</u>				
Property Taxes	\$ 3,475,775	\$ 119,380	\$ (3,356,394)	3.43%
Sales and Use Taxes	5,508,638	2,008,743	(3,499,895)	36.47%
Permits and Licenses	41,526	25,134	(16,392)	60.53%
Fines and Forfeitures	20,762	2,137	(18,625)	10.29%
Use of Money	43,662	186,200	142,538	426.46%
Intergovernmental	562,800	229,033	(333,767)	40.70%
Charges for Services	594,610	302,350	(292,260)	50.85%
Other Revenues	-	27,772	27,772	100%
Airport	163,455	86,962	(76,493)	53.20%
Operating Transfers	2,048,282	1,403,638	(644,644)	68.53%
Total Revenues	\$ 12,459,508	\$ 4,391,348	\$ (8,068,159)	35.24%
<u>Expenditures & Transfers</u>				
Administration	\$ 1,116,276	\$ 500,532	\$ 615,744	44.84%
Clerks	748,448	262,274	486,174	35.04%
Planning	375,654	173,701	201,953	46.24%
Library	900,395	382,898	517,497	42.53%
Finance	716,367	354,259	362,108	49.45%
Fire	1,276,248	536,570	739,678	42.04%
Police	3,456,531	1,598,272	1,858,260	46.24%
Public Works	2,782,180	1,175,473	1,606,707	42.25%
Airport	205,582	104,513	101,069	50.84%
City Hall, HERC	183,038	76,069	106,969	41.56%
Non-Departmental	94,000	94,000	-	100.00%
Total Operating Expenditures	\$ 11,854,720	\$ 5,258,560	\$ 6,596,159	44.36%
Transfer to Other Funds				
Leave Cash Out	\$ 104,643	\$ 104,643	\$ 0	100%
Debt Repayment	-	-	-	-
Energy	22,788	22,788	(0)	100%
Adjusting Entries	-	-	-	0%
Total Transfer to Other Funds	\$ 127,431	\$ 127,431	\$ (0)	100%
Total Transfer to Reserves	\$ 477,358	\$ 477,358	\$ -	100%
Total Expenditures & Transfers	\$ 12,459,508	\$ 5,863,349	\$ 6,596,159	47.06%
Net Revenues Over (Under) Expenditures	\$ 0	\$ (1,472,001)		

Quarterly Water and Sewer Fund
Expenditure Report
For Quarter Ended June 30, 2020

	Adopted FY20 Budget	Actual As of 6/30/20	Budget Remaining	% Budget Used
Revenues				
Water Fund	\$ 2,118,081	\$ 1,194,131	\$ (923,950)	56.38%
Sewer Fund	1,642,256	776,458	(865,798)	47.28%
Total Revenues	\$ 3,760,337	\$ 1,970,589	\$ (1,789,748)	52.40%
Expenditures & Transfers				
<u>Water</u>				
Administration	\$ 205,484	\$ 73,478	\$ 132,007	35.76%
Treatment Plant	641,651	300,010	341,641	46.76%
System Testing	27,400	13,153	14,247	48.00%
Pump Stations	97,610	33,737	63,873	34.56%
Distribution System	323,079	170,653	152,426	52.82%
Reservoir	16,896	4,429	12,466	26.22%
Meters	206,704	57,483	149,221	27.81%
Hydrants	198,130	89,402	108,729	45.12%
<u>Sewer</u>				
Administration	\$ 189,981	\$ 75,318	\$ 114,664	39.64%
Plant Operations	670,906	325,834	345,072	48.57%
System Testing	14,500	7,379	7,121	50.89%
Lift Stations	212,902	89,074	123,828	41.84%
Collection System	277,422	109,423	167,999	39.44%
Total Operating Expenditures	\$ 3,082,665	\$ 1,349,373	\$ 1,733,292	43.77%
Transfer to Other Funds				
Leave Cash Out	\$ 20,810	\$ 20,810	\$ -	100%
GF Admin Fees	524,290	524,290	-	100%
Debt Repayment	-	613	(613)	100%
Other	36,476	36,476	-	100.00%
Total Transfer to Other Funds	\$ 581,576	\$ 582,189	\$ (613)	100.11%
Transfers to Reserves				
Water	\$ 81,240	\$ 81,240	\$ -	100%
Sewer	14,856	14,856	-	100%
Total Transfer to Reserves	\$ 96,096	\$ 96,096	\$ -	100%
Total Expenditures & Transfers	\$ 3,760,337	\$ 2,027,659	\$ 1,732,679	53.92%
Net Revenues Over(Under) Expenditures	\$ 0	\$ (57,070)		

Quarterly Port and Harbor Fund
Expenditure Report
For Quarter Ended June 30, 2020

	Adopted FY20 Budget	Actual As of 6/30/20	Budget Remaining	% Budget Used
Revenues				
Administration	\$ 547,529	\$ 311,766	\$ (235,763)	56.94%
Harbor	2,871,732	874,025	(1,997,706)	30.44%
Pioneer Dock	338,087	126,711	(211,377)	37.48%
Fish Dock	562,327	170,505	(391,822)	30.32%
Deep Water Dock	262,996	165,933	(97,062)	63.09%
Outfall Line	4,800	4,800	-	100.00%
Fish Grinder	7,821	293	(7,528)	3.74%
Load and Launch Ramp	127,884	68,993	(58,890)	53.95%
Total Revenues	\$ 4,723,175	\$ 1,723,026	\$ (3,000,149)	36.48%
Expenditures & Transfers				
Administration	\$ 579,735	\$ 315,015	\$ 264,721	54.34%
Harbor	1,328,931	600,203	728,728	45.16%
Pioneer Dock	100,499	49,166	51,334	48.92%
Fish Dock	589,053	237,753	351,299	40.36%
Deep Water Dock	100,187	43,391	56,797	43.31%
Outfall Line	6,500	2,475	4,025	38.08%
Fish Grinder	28,034	4,945	23,089	17.64%
Harbor Maintenance	426,989	175,301	251,688	41.06%
Main Dock Maintenance	41,290	16,832	24,458	40.76%
Deep Water Dock Maintenance	51,790	19,494	32,296	37.64%
Load and Launch Ramp	81,167	29,110	52,057	35.86%
Total Operating Expenditures	\$ 3,334,175	\$ 1,493,685	\$ 1,840,491	44.80%
Transfer to Other Funds				
Leave Cash Out	\$ 31,457	\$ 31,457	\$ 0	100%
Debt Service	140,727	69,650	71,077	100%
GF Admin Fees	579,038	579,038	0	100%
Other	304,450	304,450	-	100%
Total Transfer to Other Funds	\$ 1,055,671	\$ 984,595	\$ 71,077	93.27%
Transfers to Reserves				
Administration	\$ 286,611	\$ 286,611	\$ -	-
Harbor	-	-	-	-
Pioneer Dock	-	-	-	-
Fish Dock	-	-	-	-
Deep Water Dock	-	-	-	-
Outfall Line	-	-	-	-
Fish Grinder	-	-	-	-
Load and Launch Ramp	46,717	46,717	-	100%
Total Transfer to Reserves	\$ 333,328	\$ 333,328	\$ -	100%
Total Expenditures & Transfers	\$ 4,723,175	\$ 2,811,608	\$ 1,911,567	59.53%
Net Revenues Over(Under) Expenditures	\$ (0)	\$ (1,088,582)		

Quarterly General Fund
Expenditure Report
For Quarter Ended September 30, 2020

	Adopted FY20 Budget	Actual As of 9/30/20	Budget Remaining	% Budget Used
Revenues				
Property Taxes	\$ 3,475,775	\$ 1,987,795	\$ (1,487,980)	57.19%
Sales and Use Taxes	5,508,638	3,731,779	(1,776,859)	67.74%
Permits and Licenses	41,526	39,599	(1,927)	95.36%
Fines and Forfeitures	20,762	7,212	(13,550)	34.74%
Use of Money	43,662	210,312	166,650	481.69%
Intergovernmental	562,800	247,033	(315,767)	43.89%
Charges for Services	594,610	521,161	(73,449)	87.65%
Other Revenues	-	40,253	40,253	100%
Airport	163,455	126,194	(37,261)	77.20%
Operating Transfers	2,048,282	1,963,285	(84,997)	95.85%
Total Revenues	\$ 12,459,508	\$ 8,874,622	\$ (3,584,886)	71.23%
Expenditures & Transfers				
Administration	\$ 1,116,276	\$ 720,873	\$ 395,403	64.58%
Clerks	748,448	440,616	307,833	58.87%
Planning	375,654	270,428	105,226	71.99%
Library	900,395	572,636	327,759	63.60%
Finance	716,367	487,085	229,281	67.99%
Fire	1,276,248	837,734	438,514	65.64%
Police	3,456,531	2,430,018	1,026,514	70.30%
Public Works	2,782,180	1,829,103	953,077	65.74%
Airport	205,582	137,962	67,620	67.11%
City Hall, HERC	183,038	114,287	68,751	62.44%
Non-Departmental	94,000	94,000	-	100.00%
Total Operating Expenditures	\$ 11,854,720	\$ 7,934,741	\$ 3,919,977	66.93%
Transfer to Other Funds				
Leave Cash Out	\$ 104,643	\$ 104,643	\$ 0	100%
Debt Repayment	-	-	-	-
Energy	22,788	22,788	(0)	100%
Adjusting Entries	-	-	-	0%
Total Transfer to Other Funds	\$ 127,431	\$ 127,431	\$ (0)	100%
Total Transfer to Reserves	\$ 477,358	\$ 477,358	\$ -	100%
Total Expenditures & Transfers	\$ 12,459,508	\$ 8,539,531	\$ 3,919,977	68.54%
Net Revenues Over (Under) Expenditures	\$ 0	\$ 335,091		

Quarterly Water and Sewer Fund
Expenditure Report
For Quarter Ended September 30, 2020

	Adopted FY20 Budget	Actual As of 9/30/20	Budget Remaining	% Budget Used
Revenues				
Water Fund	\$ 2,118,081	\$ 1,852,286	\$ (265,795)	87.45%
Sewer Fund	1,642,256	1,285,309	(356,947)	78.26%
Total Revenues	\$ 3,760,337	\$ 3,137,594	\$ (622,742)	83.44%
Expenditures & Transfers				
<u>Water</u>				
Administration	\$ 205,484	\$ 125,409	\$ 80,075	61.03%
Treatment Plant	641,651	458,444	183,207	71.45%
System Testing	27,400	18,161	9,239	66.28%
Pump Stations	97,610	71,381	26,229	73.13%
Distribution System	323,079	242,409	80,670	75.03%
Reservoir	16,896	7,691	9,204	45.52%
Meters	206,704	78,687	128,017	38.07%
Hydrants	198,130	130,396	67,734	65.81%
<u>Sewer</u>				
Administration	\$ 189,981	\$ 117,317	\$ 72,664	61.75%
Plant Operations	670,906	522,281	148,625	77.85%
System Testing	14,500	11,594	2,906	79.96%
Lift Stations	212,902	132,035	80,867	62.02%
Collection System	277,422	163,144	114,278	58.81%
Total Operating Expenditures	\$ 3,082,665	\$ 2,078,950	\$ 1,003,715	67.44%
Transfer to Other Funds				
Leave Cash Out	\$ 20,810	\$ 20,810	\$ -	100%
GF Admin Fees	524,290	524,290	-	100%
Debt Repayment	-	930	(930)	100%
Other	36,476	36,476	-	100.00%
Total Transfer to Other Funds	\$ 581,576	\$ 582,506	\$ (930)	100.16%
Transfers to Reserves				
Water	\$ 81,240	\$ 81,240	\$ -	100%
Sewer	14,856	14,856	-	100%
Total Transfer to Reserves	\$ 96,096	\$ 96,096	\$ -	100%
Total Expenditures & Transfers	\$ 3,760,337	\$ 2,757,552	\$ 1,002,786	73.33%
Net Revenues Over(Under) Expenditures	\$ 0	\$ 380,042		

Quarterly Port and Harbor Fund
Expenditure Report
For Quarter Ended September 30, 2020

	Adopted FY20 Budget	Actual As of 9/30/20	Budget Remaining	% Budget Used
Revenues				
Administration	\$ 547,529	\$ 488,042	\$ (59,487)	89.14%
Harbor	2,871,732	2,789,595	(82,137)	97.14%
Pioneer Dock	338,087	219,367	(118,721)	64.88%
Fish Dock	562,327	390,615	(171,712)	69.46%
Deep Water Dock	262,996	189,233	(73,763)	71.95%
Outfall Line	4,800	4,800	-	100.00%
Fish Grinder	7,821	5,508	(2,313)	70.42%
Load and Launch Ramp	127,884	125,391	(2,493)	98.05%
Total Revenues	\$ 4,723,175	\$ 4,212,550	\$ (510,625)	89.19%
Expenditures & Transfers				
Administration	\$ 579,735	\$ 480,243	\$ 99,492	82.84%
Harbor	1,328,931	928,795	400,137	69.89%
Pioneer Dock	100,499	74,032	26,467	73.66%
Fish Dock	589,053	416,626	172,426	70.73%
Deep Water Dock	100,187	62,197	37,990	62.08%
Outfall Line	6,500	2,475	4,025	38.08%
Fish Grinder	28,034	14,885	13,149	53.10%
Harbor Maintenance	426,989	280,538	146,450	65.70%
Main Dock Maintenance	41,290	24,359	16,931	58.99%
Deep Water Dock Maintenance	51,790	28,605	23,185	55.23%
Load and Launch Ramp	81,167	49,410	31,757	60.87%
Total Operating Expenditures	\$ 3,334,175	\$ 2,362,165	\$ 972,010	70.85%
Transfer to Other Funds				
Leave Cash Out	\$ 31,457	\$ 31,457	\$ 0	100%
Debt Service	140,727	140,038	689	100%
GF Admin Fees	579,038	579,038	0	100%
Other	304,450	304,450	-	100%
Total Transfer to Other Funds	\$ 1,055,671	\$ 1,054,983	\$ 689	99.93%
Transfers to Reserves				
Administration	\$ 286,611	\$ 286,611	\$ -	-
Harbor	-	-	-	-
Pioneer Dock	-	-	-	-
Fish Dock	-	-	-	-
Deep Water Dock	-	-	-	-
Outfall Line	-	-	-	-
Fish Grinder	-	-	-	-
Load and Launch Ramp	46,717	46,717	-	100%
Total Transfer to Reserves	\$ 333,328	\$ 333,328	\$ -	100%
Total Expenditures & Transfers	\$ 4,723,175	\$ 3,750,476	\$ 972,699	79.41%
Net Revenues Over(Under) Expenditures	\$ (0)	\$ 462,074		

**Sewer CARMA
256 - 379**

	Acct #	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Budget
Beginning Balance		1,930,940	2,153,985	1,979,619	2,063,277	1,930,113
<u>Transfers:</u>						
Operating Budget Transfer	4992	249,263	365,603	155,164	14,856	
Project Closeout (ORD 19-57(S-2))				1,052		
Total Expenditures	5xxx	26,218	539,970	70,453	148,021	-
Ending Balance		<u>2,153,985</u>	<u>1,979,619</u>	<u>2,063,277</u>	<u>1,930,113</u>	<u>1,930,113</u>
Encumbered (from 2019 forward)						613,239
Ending Balance After Encumbrance		<u>2,153,985</u>	<u>1,979,619</u>	<u>2,063,277</u>	<u>1,930,113</u>	<u>1,316,874</u>

Expenditure Detail		2017		2018		2019		2020		2021	
		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Launch Ramp Lift Station Enclosure								80,000	3,826		
STP On-Line and Lab Meters								39,800	26,915		
Dustless Blasting Equipment								6,250	6,250		
1/3 of Asphalt Mixer								26,667	26,667		
1/3 of Backhoe Replacement								55,000	40,318		
1/3 of Vac Truck Brakes Modification								5,000			
Replace Deep Shaft Air Compressor	ORD 20-57							85,000			
Upgrade SCADA for 7 Lift Stations	ORD 20-57							210,900			
WW Treatment Plant - Digestor Blowers	ORD 20-57							189,000			
Replace PLC at STP						46,450	46,060				
1/2 of 1 Ton Crew Cab Pickup w/Flatbed						24,750	24,650				
1/2 of 1 Ton Pickup w/Flatbed						24,750	24,650				
Lift Station Safety Hatches						9,600	9,012				
Muffin Monster Rebuild						10,485	10,000				
1/2 of RV Dump Station - Pay Station						7,500	5,741				
1/2 of GIS Equipment Replacement	ORD 19-38(A)(S)					6,817	6,634				
1/2 of 1/2 Ton Pickup w/Flatbed	ORD 19-38(A)(S)					16,500	14,123				
STP HVAC Control System Upgrade	ORD 19-38(A)(S)					83,500	26,154		43,729		
1/3 of Vac Truck				133,333	123,036						
Lift Station Electrical Components				16,500	28,125		1,667				
Electrical Enclosure for Campground				17,500			5,436				
Shaft Air Meter at WW				21,500							
Programmable Logic Computer at STP				40,000	40,482						
Lift Station Electrical Components				12,000							
Heating and Air System at STP	ORD 18-13	280,000	9,041	92,592	337,589		15,478				
Project Closeout (ORD 19-57(S-2))							(127,690)				
Pending Description			5,376		10,738		8,537		316		
		<u>363,290</u>	<u>26,218</u>	<u>333,425</u>	<u>539,970</u>	<u>230,352</u>	<u>70,453</u>	<u>697,617</u>	<u>148,021</u>	<u>-</u>	<u>-</u>

Water CARMA
256 - 378

	Acct #	2017 Actual	2018 Actual	2019 Actual	2020 Actual	2021 Budget
Beginning Balance		2,490,079	2,593,246	2,650,270	2,617,113	2,557,208
<u>Transfers:</u>						
Operating Budget Transfer	4992	246,259	224,638	84,252	81,240	
Project Closeout (ORD 19-57(S-2))				25,541		
Total Expenditures	5xxx	143,092	167,614	142,950	141,145	18,000
Ending Balance		<u>2,593,246</u>	<u>2,650,270</u>	<u>2,617,113</u>	<u>2,557,208</u>	<u>2,539,208</u>
Encumbered (from 2019 forward)						679,374
Ending Balance After Encumbrance		<u>2,593,246</u>	<u>2,650,270</u>	<u>2,617,113</u>	<u>2,557,208</u>	<u>1,859,834</u>

Expenditure Detail

		2018		2019		2020		2021	
		Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Data Loggers for Leak Detection								18,000	
Commercial Meter Replacement						80,000			
WTP On-Line and Lab Meters						49,258	46,847		
Gas Detection System						8,000	6,468		
Dredge for WTP						10,000			
Dustless Blasting Equipment						6,250	6,250		
1/3 of Asphalt Mixer						26,667	26,667		
1/3 of Backhoe Replacement						55,000	54,622		
1/3 of Vac Truck Brakes Modification						5,000			
Million Gallon Water Tank Aeration System						210,000			
Tesoro Water Vault Upgrade	ORD 20-56					100,000			
Raw Water Transmission Line Replacement - Phase 1 (Design)	ORD 20-56					215,000			
PRV Replacement - West Trunk Line	ORD 20-56					25,000			
1/2 of 1 Ton Crew Cab Pickup w/Flatbed				24,750	24,650				
1/2 of 1 Ton Pickup w/Flatbed				24,750	24,650				
Dewatering Geo Tubes				10,761	10,048				
Flatbed w/Tool Box & Headache Rack				6,800					
1/2 of RV Dump Station - Pay Station				7,500	5,741				
1/2 of GIS Equipment Replacement	ORD 19-38(A)(S)			6,817	6,634				
1/2 of 1/2 Ton Pickup w/Flatbed	ORD 19-38(A)(S)			16,500	14,123				
WTP Chlorine Generation Cell Replacement	ORD 19-01			23,600	23,580				
1/3 of Vac Truck		133,333	123,036						
Pressure Reducing Valves		25,000			16,244				
Waterproof Coating on Mix Tanks		30,000							
Bridge Creek Watershed Preservation		33,416	33,415						
Project Closeout (ORD 19-57(S-2))					19,143				
Pending Description			11,164		242		292		
		<u>221,749</u>	<u>167,614</u>	<u>121,478</u>	<u>142,950</u>	<u>790,175</u>	<u>141,145</u>	<u>18,000</u>	<u>-</u>



City of Homer

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Memorandum

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: January 14, 2021
SUBJECT: Evidence Shelving System for Police Station

The Police Department has identified a shelving system for their evidence room which would increase their ability to use that space efficiently and allow a greater amount of storage. The Finance Department has calculated that the new police station construction project has \$42,936 in funds remaining from the original allocations (\$7,548,548). The total cost of the evidence shelving system has been quoted at \$40,530. I am planning to approve a request from the Police Chief to use these remaining funds for a functional upgrade to the evidence room.

I believe this is an appropriate and beneficial use of appropriated funds. This memo is written with the intent of being transparent in the purchasing of this system and giving Council an opportunity to object if they do not agree that it is an appropriate use of funds.

Staff Recommendation: Accept the memo and allow Administration and the Police Department to move forward with purchasing an evidence room shelving system.