



Homer City Hall

491 E. Pioneer Avenue

Homer, Alaska 99603

www.cityofhomer-ak.gov

City of Homer

Agenda

Planning Commission Regular Meeting

Wednesday, October 19, 2022 at 6:30 PM

Cowles Council Chambers and Via Zoom Webinar

<https://cityofhomer.zoom.us/j/97988160903?pwd=c21jOUhwaXVOZWtqbktqTFR5S3lVUT09>

Webinar ID: 979 8816 0903 Password: 976062

Dial: 1 669 900 6833 or 1 253 215 8782 Toll Free 1 877 853 5247 or 1 888 788 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

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

- [A.](#) Unapproved Regular Meeting Minutes for September 21, 2022
- [B.](#) Memorandum PL 22-10 re: Stream Hill Park 2018 Replat Preliminary Plat Extension Request

PRESENTATIONS / VISITORS

- [A.](#) Comprehensive Transportation Plan & People Oriented Transportation Presentation - Julie Engebretsen, Economic Development Manager and Brad Parsons, Independent Living Center

REPORTS

- [A.](#) Staff Report 22-61, City Planner's Report

PUBLIC HEARINGS

- [A.](#) Staff Report 22-62, Conditional Use Permit 2022-05 for 1450 Lakeshore Drive

PLAT CONSIDERATION

- [A.](#) Staff Report 22-63, Preliminary Plat Homer One Swan Cove Addn.2022 Replat

PENDING BUSINESS

- [A.](#) Staff Report 22-64, Draft Ordinance 22-42(S-2) An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code Sections 11.04.120, 22.10.050 and 22.10.051 to Specify When New Streets are Required to Provide for Non-Motorized Transportation.

NEW BUSINESS

- [A.](#) Memorandum from City Clerk re: 2023 Meeting Schedule

INFORMATIONAL MATERIALS

- [A.](#) Ben Walters Park Recognition Ceremony Flyer
- [B.](#) City Manager's Reports for September 26, 2022 and October 10, 2022
- [C.](#) Planning Commission Calendar 2022

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

COMMENTS OF THE STAFF

COMMENTS OF THE COMMISSION

ADJOURNMENT

Next Regular Meeting is Wednesday, November 2, 2022, at 6:30 p.m. A Worksession is scheduled for 5:30 p.m. All meetings are scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar. Meetings will adjourn promptly at 9:30 p.m. An extension is allowed by a vote of the Commission.

Session 22-13, a Regular Meeting of the Planning Commission was called to order by Chair Scott Smith at 6:36 p.m. on September 7, 2022 at the Cowles Council Chambers in City Hall, located at 491 E. Pioneer Avenue, Homer, Alaska, and via Zoom Webinar.

PRESENT: COMMISSIONERS SMITH, CHIAPPONE, HIGHLAND, CONLEY, AND STARK

ABSENT: COMMISSIONERS BARNWELL, VENUTI (EXCUSED)

STAFF: CITY PLANNER ABBOD
DEPUTY CITY CLERK KRAUSE

AGENDA APPROVAL

Chair Smith noted that there was a request to address Plat Considerations, Item A before Public Hearing Item A and requested a motion to amend the agenda.

HIGHLAND/CONLEY MOVED TO AMEND THE AGENDA TO ADDRESS PLAT CONSIDERATION ITEM A BEFORE PUBLIC HEARING ITEM A.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

Chair Smith requested a motion and second to approve the amended agenda.

HIGHLAND/CONLEY MOVED TO APPROVE THE AGENDA AS AMENDED.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENTS ON ITEMS ALREADY ON THE AGENDA

RECONSIDERATION

CONSENT AGENDA

A. Unapproved Regular Meeting Minutes for September 7, 2022

Chair Smith requested a motion and second to approve the Consent Agenda.

HIGHLAND/CONLEY MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED.

There was no further discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PRESENTATIONS / VISITORS

A. Homer Quality of Life - A Presentation of City of Homer Economic Development Advisory Commission Presented by Karin Marks, Chair and Julie Engebretsen, Economic Development Manager

Chair Smith introduced Chair Marks and Economic Development Manager Engebretsen. He then advised that the Commission will be given the opportunity to ask questions at the end of the presentation.

Ms. Marks and Ms. Engebretsen presented on what is positive economic growth for Homer and how it leads to the quality of life and growth outcomes desired by the community. They stated that the Economic Development Advisory Commission (EDC) has conducted an analysis on Strengths, Weaknesses, Opportunities and Threats (SWOT) for Homer's quality of life dividing these into four categories of Business Climate, Built Environment, Natural Environment, and Social Climate. This analysis is offered as a gateway to a larger community conversation about Homer's future as a place to live, work, and thrive.

Ms. Marks and Ms. Engebretsen responded to questions and comments regarding the following:

- Weaknesses – Local regulations is not resulting in the patterns and development the community would like to see references zoning and development in downtown Homer and where you want people to walk and have a dense community. Building setbacks and parking standards need to be addressed on Pioneer Avenue if you want downtown to be pedestrian friendly and have more activity requires changes to be made to our building blocks.
 - o Specifics were not addressed by the EDC it was general information that as things in a dense area there could be some zoning issues and differences.
- Under Business Climate, Threats and Weaknesses – too many people moving in at a rate faster than the City can increase infrastructure and housing will destroy what is here and Homer will be like everywhere else. Were there any ideas or discussions on that?
 - o The City has miles of water and sewer pipe and maintains it. The City is doing okay, but not going too far on that point, but typically the preference is for more customers per mile of pipe to have financial stability of the utility. The City needs to think about how to have more people living in the same space that it currently has rather than annexing of other areas further out which would require more pipe and then more space for people.
- Under Built Environment – Opportunities- Rethink Chamber marketing.
 - o The EDC has not come up with specific ways to do this, as there needs to be more conversation as there are always two perspectives. That is why bringing this into the discussion now the City can reflect more specifically when working on the comprehensive plan using details of what is being experienced.
 - Relationship with the Homer Chamber is interesting in that it is a private entity and at a recent meeting that even the Mayor attended and encouraged the City to have a closer relationship with the Chamber.
 - Part of the Chamber's mission is to promote businesses and sound business climate while the City has the interest not to create impediments but to control where certain types of businesses are located with like businesses. The City is in the process of getting these changes on how the town is laid out, how the town wants to work and addressing business growth in a responsible and appropriate manner.
- Under Business Climate Risk of Over-regulation – Please provide further clarification.

- Not over-regulating businesses to the point that they do not want to bring, buy, or do business in the City. The City needs to ensure the level of regulations matches our community desire or acceptance of that regulation. The EDC was careful in the language used in the SWOT and hence why the word “risk” was chosen.
 - Homer is a unique place with many perspectives
- The EDC is hoping to have this included in the structure of the Comprehensive Plan and have each Commission provide input on some of the points on how things can change.
- EDC top priorities and recommendations to the Planning Commission
 - Will be re-evaluating specifics for 2023 but continue to be interested in Housing
 - They have received informational presentation on short-term rentals
 - Transportation
 - Day Care
 - Small Business Development Assistance
 - Strategic Plan of the EDC will be provided to the Planning Commission when updated.
- EDC top three requests or suggestions to the Planning Commission
 - When considering things at the Planning Commission level consider sending to the EDC for input.

Ms. Marks stated that she could only provide her personal opinion and not speaking for the EDC in response to Commissioner Stark on what the Planning Commission should keep on their radar, would be zoning changes, conditional use permit changes, in terms of density, the need for middle housing. There is a need for year round housing for people who want to live in the area and there is no housing available.

STAFF & COUNCIL REPORT/COMMITTEE REPORTS

A. Staff Report 22-58, City Planner's Report

City Planner Abboud provided a summary of Staff Report 22-58 for the Commission. He elaborated on the following topics:

- Homeless Coordinator Position with the Borough funded through a HUD grant for three years
- Transportation Planning – Homer can do better than just a voucher
 - Survey will be distributed soon
- RFP/RFQ being drafted for the Comprehensive Plan update.
- Work continues on the Grading ordinance and will be presented to the Commission for input
- Short term Rentals – passing around ideas, research on ways to address the issue, no policy discussion as yet

Chair Smith will submit a written report and Commissioner Stark will attend in person.

City Planner Abboud responded to questions on the following:

- Number of homeless in Homer
- Brief description on what the grading ordinance will encompass and or address.

PLAT CONSIDERATION

A. Staff Report 22-60, Bidarki Creek No. 5 Preliminary Plat

Chair Smith introduced the item by reading of the title and deferred to City Planner Abboud.

City Planner Abboud reviewed Staff Report 22-60 for the Commission. He shared screen so that a larger view of the map could be provided for those in attendance in Council Chambers.

Chair Smith noted the laydowns provided in the supplemental packet.

Tom Latimer, surveyor for the Applicant; McKennen & Rachael Lamb, Kristen Lamb-Reilly, Applicants

Mr. Latimer noted the letter included in the supplemental packet should address questions the Commission may have as the one in the packet is incorrect; the plat in the packet is incorrect please do not reference it; the encroachment of the deck they are working with Public Works on language for an easement; he understands that it is not allowed by code. The Borough will not allow it to occur. As for the 3:1 width requirement they will be providing valid reasons to allow that and the Borough is the last authority to allow the exception. He further provided comment on those reasons. He then provided information on the drainage and what the Engineer is working on to address those issues. The owners are trying to provide more affordable housing for the community. He then provided some input on neighboring properties that are built to the same percentage of 35% the one difference is they are proposing shared driveways.

Chair Smith opened the public comment portion.

Kristen Lamb-Reilly, applicant, introduced herself and her son and their intent to build a pleasing and aesthetic development and provided a brief history of their relationship living and visiting Homer.

McKennen Lamb, resident and applicant spoke to the application and the intent to work with the City and neighboring property owners on their project. If they can fix the deck encroachment they will and if a lot needs to be removed then that can happen.

Linda Rourke, adjacent property owner to the west at the end of Hillside, expressed concerns with drainage, and the density of the project and it appears very overwhelming and did not support exceptions to code. She continued by stating that the land shakes when you put large equipment on it. She has submitted written testimony as well. She opined that large development projects will make it not a nice place to live.

Jon Faulkner, city resident, close property owner, spoke in opposition to the project, in his opinion this appeared to be a subdivision plat when it should be a rezone. He believed it was effectively rezoning rural residential land. He questioned where the zoning ordinances that relate to rezoning, as they regard findings of fact that the Commission typically has to make relating to impacts of adjacent values. He questioned the public need for smaller lots, how many existing lots were for sale in town with utilities. He did not think that there was a demand for smaller lots. Mr. Faulkner then stated that it was not in character and keeping with the surrounding neighborhood which was one of the findings that typically are in conjunction with a rezone application. He stated that this is a gateway to this town and then expressed the aesthetic values that the current development on Baycrest provides. Mr. Faulkner urged the commission to consider this a back door rezone and that the entire neighborhood of Hillside is on record opposing this sort of rezone.

Sarah Faulkner, city resident, echoed the comments expressed by Linda Rourke and her husband Jon Faulkner. She stated further that they live between West Hill and Hillside Acres in neighboring subdivisions and fought really hard to keep it that way during the earlier meeting regarding rezoning earlier this year.

The neighbors are not happy with the proposed project and you have a lot letters in your packets from neighbors who are unhappy about this project. They just found out about this today as they were not included in the notification. She expressed concerns regarding the exceptions to code, the encroachments, setbacks, parking, steep slope development and fire response. Ms. Faulkner noted that there were wetlands and runoff drainages into the Bidarki Creek as well.

Susan Jeffrey, city resident, sharing a property line with the proposed development, expressed her concerns about the slope and removal of vegetation and the possible significant erosion that would cause. She noted that there was very wet soil there and it did not conduct water well and it is a jiggly mess. Ms. Jeffrey stated that she is not opposed to developing this project but thought it was overkill and requested the applicants to consider half the lots not eleven.

Mike Jeffrey, city resident, he lives right up the hill above the proposed development and he expressed concerns on installation of utilities, removal of trees, the land is hilly and not sure how they would develop them and possible erosion. He understands that the town needs more affordable places to rent or live.

Chair Smith stated for the record that the Applicants and Mr. Latimer will be able to respond to comments after the public comment period is closed.

Chair Smith hearing and seeing no other members of the public wishing to provide comment closed the public comment period. He offered rebuttal to City Planner Abboud who declined.

Chair Smith then opened the floor to questions from the Commission, noting that they could question the City Planner, Applicant, Mr. Latimer or any of the members of the public who commented.

The Following questions were responded to by the Applications and Mr. Latimer:

- Motive for creating eleven lots.
 - o The intent was to create a development of small lots and small affordable houses and to disturb the soil as minimally as possible.
 - o The reason for maximizing the number of lots was primarily to make it affordable. This cannot be accomplished with fewer lots and not naturally increase the cost of the overall project. The cost of the infrastructure would then be split between less numbers of lots. There is a need to have a safe refuge in economic troubling times.
- Creating less lots and constructing duplexes or triplexes
 - o Considerations was given to construction of condominiums which creates a clustering of homes but this does not change the infrastructure
 - o Condominiums or similar developments then depend on creation of a oversight for maintenance for the life of the project. If there is one non-payer then that share of cost is spread to all other property owners. IT is believed that the pride of ownership being a property owner and creation of requirements and rules written into the development agreement will take care of that and empower people to be responsible and not have to police each other.
- Creating underground utilities versus overhead
 - o All utilities will be underground unless there is a reason that it cannot be constructed as such.

- City Code requires underground utilities

Chair Smith recognized Mr. Faulkner stating that the public comment period has expired and he would have to request a motion to suspend the rules.

- When standing on the sidewalk at the highway level and looking at the land, the existing houses are higher up but the area between the house and road are lower, is there plans to bring in fill for that area
 - One of the issues with bringing fill in would be extensive compaction and if that is not done right you would create avalanche slope effect and the water gets underneath and wash it out which we do not want it washing into Bidarki Creek. The area was reviewed for the placement of the homes with the surveyor on the placement of the structures based on the natural clearings to minimize the amount of trees and vegetation removal and maintaining the strongest strength of soil naturally. Further explanation was provided on proposed building foundations.
- Awareness of the soils, wetlands, Bidarki Creek cutting through and in the event of an earthquake possible jellification of the slopes, was there any concerns?
 - John Bishop, Engineer has reviewed this property and while he has been very busy and has not been able to devote and extreme amount of time, he has expressed that the issues you have brought up are solvable and they will be minimizing the impact on any disturbance by using the helical piles.

There was no further questions or comments from the Commission.

Chair Smith requested a motion and second.

HIGHLAND/STARK MOVED TO ADOPT STAFF REPORT 22-60 AND RECOMMEND APPROVAL OF A PRELIMINARY PLAT TO DEDICATE A CUL DE SAC AND SUBDIVIDE TWO LOTS INTO ELEVEN LOTS 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. DEDICATE A 15 FOOT UTILITY EASEMENT ADJACENT TO ALL RIGHTS OF WAY PER HCC 22.10.051.
3. RESOLVE THE DECK AND STAIRWAY ENCROACHMENT BETWEEN LOTS 5 AND 7 AND ENSURE ALL STRUCTURES MEET ZONING CODE SETBACK REQUIREMENTS.
4. ALL FUTURE DEVELOPMENT MUST MEET APPLICABLE REGULATIONS AT THE TIME OF CONSTRUCTION, INCLUDING SETBACK REQUIREMENTS FOR DECKS AND STAIRWAYS.
5. A STREET NAME IS REQUIRED FOR THE NEW CUL-DE-SAC.
6. THE LONG SHARED DRIVEWAY EASEMENTS SHOULD BE NOTED ON THE PLAT AND PREFERABLY NAMED FOR E- 911 PURPOSES. THE SHORTER WESTERN SHARED DRIVEWAY EASEMENT SHOULD BE NOTED ON THE PLAT BUT DOES NOT NEED TO BE NAMED.
7. VERIFY PROPERTY OWNERS TO BE INCLUDED ON THE PLAT.

Discussion ensued with Commissioners expressing their concern on the amount of development proposed for this property and while supportive of a tiny home development this property is not the appropriate place; technical issues of drainage, slope and soils can be addressed but comments from the public should be addressed; the concept of eleven different homes and properties on this property with regard to the slope and drainage issues; total of three acres and developing nine additional homes and rural residential does not encompass the number of structures on the amount of buildable property; the consideration of reducing the number of lots and constructing condominiums and or duplexes/triplexes which may be a more suitable; previously considering to rezone the area from Rural Residential to Urban Residential.

City Planner Abboud advised that if the Commission votes this down that they are very specific on the reasons for voting in opposition as it will go before the Borough and the City is advisory to the Borough.

Chair Smith expressed that there is a concern on having shared driveways and possible litigation between owners over damages, encroachments, etc., and public safety access.

McKennen Lamb responded quickly in response to the public safety concerns by relating his discussions with their attorney and the Fire Chief with regard to the proposed design.

Commissioner Chiappone commented on not wanting to make decisions based on aesthetics or if it was the right thing for Homer and did not see that there was a codified reason to vote against this action.

Further discussion followed pointing out the following:

- creating affordable housing needs to start somewhere
- Affordable housing may be developed on the outer edges of town, but then there is a lack of transportation.
- Applicant may come back with a condominium project which presents ambiguity
- Applicant can address concerns expressed and reduce the size and number of the lots which creates an area denser than expected or seen in the area.
- Commission is only voting on the preliminary plat and the Applicant has expressed a willingness to work with the neighboring property owners.

CONLEY/HIGHLAND MOVED TO SUSPEND THE RULES TO ALLOW THE PUBLIC TO COMMENT AGAIN ON THE ISSUE.

Commissioner Highland expressed that it was highly unusual to allow a second public comment period.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Chair Smith invited Mr. Faulkner to speak to the Commission.

Mr. Faulkner, city resident, commented on raising his hand to ask a technical question and was will to wait until the end of the meeting, and stated it was not his intent to provide more testimony. He continued by asking, how is the subdivision that creates lots that are not allowed in the zoning district legal and is there a determination by an authority on this, that it is legal? he reiterated his opinion that this was a technical question.

Chair Smith deferred to City Planner Abboud.

City Planner Abboud responded that he would not recommend anything illegal, and in city code for Rural Residential District, if property is served by water and sewer, lots can be subdivided to 10,000 square feet.

Sarah Faulkner, stated that she understood the 10,000 square foot size but did not believe the contour of the parcel was not conducive to that, maybe if it was flat it may make sense. She continued by that there is so much that is undevelopable that you are squishing the development into the areas that are available. Ms. Faulkner further commented that Homer does not have a house shortage, what they have is a housing shortage due to all the short term rentals which the City still has not figured out how to manage and regulate. Ms. Faulkner continued by commenting that there are plenty of houses, it's just people of renting only short term and if that gets solved then there will be plenty of homes for people.

Mr. Jeffrey posed a question that you are making an exception to the rules you are then not following the rules.

City Planner Abboud responded that they were following Borough code and this is allowed. There is a provision for making these decisions. In Homer you can divide into 10000 square foot lots and the Commission can recommend whether they support the exceptions or not.

Commissioner Highland stated that this is the problem with this, referring to suspension of the rules to allow public comment, as members of the public and applicants were speaking without being recognized.

Mr. Lamb responded to concerns regarding lot size, 3:1 and doing what was best for the property and neighbors and if they were required to reduce by a lot then they will reduce the number of lots.

Karin Marks, city resident, commented on hearing a presentation on short term rentals and the housing issue is much more complex than having to do with short term housing. She then noted that the neighborhood that is at the corner of West Hill Road and Sterling Highway is made up of 10,000 square foot lots which is a somewhat dense complex so in her opinion it would not be unthinkable for one to see another dense neighborhood while traveling up Baycrest Hill.

Chair Smith closed the second public comment period.

Discussion continued on the concerns brought forward and the following points were reiterated:

- final decision is at the Borough level
 - o In past decisions the borough has followed the recommendations of the City and did not want the sentiment of the Borough will handle this issue to be part of this Commission's thinking.
 - o Commission appears to be divided on this action by comments expressed
- the action is meeting the regulations and requirements in code and what would direct us to request the smaller lot size
- Referral to the Comprehensive Plan recommendations
- Consideration to make an amendment to the motion to make less lots
 - o If they reduce the recommendation to lower the subdivision to five lots from eleven lots can they do this procedurally

City Planning Abboud responded that the applicant has submitted their plat and paid the fees, the Commission votes it up or down, the Applicant can make amendments to their plans and resubmit to the

Commission or they can take it to the Borough. If they submit something different to the Borough, the Borough will contact the City and ask if the Planning Commission wants to review this again which due to the response we have gotten he will tell them yes. It might be a small thing and you can reconfigure a lot but it would be worth reviewing it again at this body to get a positive recommendation up to the Borough.

Commissioner Stark commented on the application being within the legal rights but the negative response from the public and neighboring properties that the Applicants should work further with the City Planner to address the concerns expressed tonight. He then stressed they are voting on the preliminary plat.

Commissioner Highland expressed the main the concern is that if this Commission votes to recommend approval it goes to the Borough and they will approve it and this Commission will not see it again.

City Planner Abboud confirmed that the Applicant could bring this action to the Borough even though the Commission did not recommend approval.

STARK/HIGHLAND MOVED TO AMEND MOTION TO REDUCE THE NUMBER OF LOTS.

A brief discussion on just recommending the number of lots be reduced without being specific on the number of lots to reduce to; over regulations on development; provide the opportunity to the applicants to reduce the number of lots and bring it back to the Commission; amending the motion does exactly that as the Applicant has expressed a willingness to work with the city and neighbors.

VOTE. NO. SMITH, CHIAPPONE, CONLEY

VOTE. YES. HIGHLAND, STARK

Motion failed.

There was no further discussion on the main motion.

VOTE. YES. CHIAPPONE, STARK

VOTE. NO. HIGHLAND, CONLEY, SMITH.

Motion failed.

Chair Smith called for a recess at 8:50 p.m. He called the meeting back to order at 8:58 p.m.

PUBLIC HEARINGS

A. Staff Report 22-59, Conditional Uses and Structures - Draft Ordinance Amending Title 21 Sections 21.12. Rural Residential District; 21.14, Urban Residential District; 21.16 Residential Office District 21.18 Central Business District; 21.20 Town Center District; 21.22 Gateway Business District; 21.24 GC1 General Commercial District 1; 21.26 GC2 General Commercial District 2; 21.27 East End Mixed Use District Regarding Conditional Uses in Each District. Planning Commission.

Staff Report 22-59 Conditional Use Permit Reduction

Chair Smith introduced the item by reading of the title and deferred to City Planner Abboud.

City Planner Abboud reviewed Staff Report 22-59 and noted the actions taken by the Planning Commission in each of the zoning districts. He noted the ordinance provides the input from the Commissioners at the September 7, 2022 regular meeting. City Planner Abboud stated that he has made some minor changes on intent and impact and provided the comprehensive review on the proposed amendments.

Chair Smith open the Public Hearing.

Karen Marks, city resident, commented that she appreciated the Commissions work on this and believed it will move toward an easier business climate and provides the time to work on those things that exceptionally difficult.

Jon Faulkner, 35 year city resident, owner operator of Lands' End Resort urged the Commission to consider a broader outreach as this significant change warrants more than social media, newspaper, and radio as they don't quite capture getting the word out to the community. He believed that this was a community consensus-driven process, and should use direct mail to advise the community. He believed that would be worth the costs of a dollar per resident at 3200 residents. He lives here and very specifically engaged and he learned about this because of attending the meeting to comment on another matter, but he believes that there are a lot of people like himself who care a great deal about this town and they may not be aware of some of these significant changes that this Commission is putting a lot of time into and Mr. Faulkner applauded the Commission for that effort. He then stated that he is an expert in development as he has spent a lifetime doing it. Condominium, hotel, residential, etcetera, etcetera. He believed that if you are truly interested in affordable housing because it is becoming the same word and almost a justification for everything that is being done he would like the Commission to apply the brakes on it for a bit and think about the context of these changes. What developer like himself might actually think about building affordable housing? An 8000 square foot limitation is the biggest impediment in his view to multifamily inexpensive housing. You are not going to get it from detached houses and that is where you keep focusing your energy. He referenced the development by Alex Treweiler located in Old Town as being a successful model. Mr. Faulkner provided an example of developing an 8000 square foot lot and the difficulties that would present to a developer. He requested the Commission to think about direct mailing the residents so that they can gain consensus on these changes.

Ken Castner, stated that when he became Mayor it was his ambition to reduce the number of conditional use permits, because that's been the root of almost all city litigation in court, and he urged the Commission at that time to either allow it or not. When there is a condition that can be permitted under certain set of circumstances, you are going to tell them how they have to conform. So there is a conformity issue, as well as the application where what you have effectively done through this change, and I congratulate you on doing it, because he believes it brings certainty by definitively stating what is either allowed or not. A person can still go for a conditional use permit, but with the expectation that there is going to be conditions.

Chair Smith seeing no further persons coming forward to provide testimony closed the public hearing. He then deferred to questions from the Commission.

Commissioner Highland noted a typographical error on line 18 of the draft ordinance, the word should be "forth" not "for" as written. She then questioned the number of residents in Homer is more in the number of 5500 referring to the comment from Mr. Faulkner regarding mailing notice of action to all city residents.

City Planner Abboud provided clarification that there are a few more opportunities to comment on this action as it will be going before the City Council. He then provided additional clarification and purpose for the changes that the Commission is recommending.

Chair Smith requested a motion and second.

HIGHLAND/CONLEY MOVE TO ADOPT STAFF REPORT 22-59 AND FORWARD DRAFT ORDINANCE AMENDING HOMER CITY CODE SECTIONS 21.12 RURAL RESIDENTIAL DISTRICT; 21.14, URBAN RESIDENTIAL DISTRICT; 21.16 RESIDENTIAL OFFICE DISTRICT; 21.18, CENTRAL BUSINESS DISTRICT; 21.20, TOWN CENTER DISTRICT;

21.22, GATEWAY BUSINESS DISTRICT; 21.24, GENERAL COMMERCIAL 1 DISTRICT; 21.26, GENERAL COMMERCIAL 2 DISTRICT; AND HOMER CITY CODE 21.27, EAST END MIXED USE DISTRICT REGARDING CONDITIONAL USES IN EACH DISTRICT TO CITY COUNCIL.

Commissioners commented on the time spent and the efforts expending in putting the information together to make all the changes.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PENDING BUSINESS

- A. Memorandum from Deputy City Clerk re: Final Draft Recommendations for Ordinance 22-42

Chair Smith introduced the item by reading of the title and deferred to City Planner Abboud.

City Planner Abboud reviewed the Memorandum prepared by Deputy City Clerk Krause. Chair Smith requested any amendments from the Commission, noting that the Clerk has requested all amendments be made by a motion.

HIGHLAND/STARK MOVED TO AMEND THE MEMORANDUM, RECOMMENDATION NUMBER TWO, TO STRIKE LANGUAGE AFTER THE WORD "PLANS".

Chair Smith noted that this amended statement was more representative of the overall discussion by the Commission to be sent to Council.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Chair Smith requested additional amendments to the memorandum and hearing none he then requested a motion and second to adopt the memorandum as amended.

HIGHLAND/STARK MOVED TO ADOPT THE MEMORANDUM REGARDING RECOMMENDATIONS ON ORDINANCE 22-42 AS AMENDED AND FORWARD TO CITY COUNCIL FOR THE SEPTEMBER 26, 2022 MEETING.

There was no further discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Mayor Castner confirmed with the Clerk that there was a position on the Council agenda for this item.

NEW BUSINESS

INFORMATIONAL MATERIALS

- A. Memorandum from City Clerk re: Implementation of New Agenda Management Software
- B. Planning Commission Calendar 2022
- C. City Manager's Report for City Council Meeting on September 12, 2022

COMMENTS OF THE AUDIENCE

COMMENTS OF THE STAFF

Deputy City Clerk Krause commented that the Commission did some fine work getting through everything on the agenda tonight.

COMMENTS OF THE COMMISSION

Commissioner Conley expressed his appreciation for the work provided by the staff and the Commission working through the items.

Commissioner Chiappone expressed his appreciation for the work of the Clerk and the City Planner and that it was a very interesting meeting.

Commissioner Stark expressed his appreciation for everyone wrestling through a very difficult situation.

Chair Smith thanked everyone for their work tonight and doing what their conscious allows. He then noted the Transportation meeting on October 1st and encouraged everyone to attend that event however he may not as it competition with a Mariners playoff game during the same time. His attention will be divided.

ADJOURN

There being no further business before the Commission, the meeting was adjourned at 9:30 p.m. The next Regular Meeting is Wednesday, October 5, 2022 at 6:30 p.m. A worksession is scheduled for 5:30 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom webinar.

RENEE KRAUSE, MMC, DEPUTY CITY CLERK II

Approved: _____



Memorandum PL 22-10

TO: Homer Planning Commission (HPC)
FROM: Rick Abboud, AICP, City Planner
DATE: October 19, 2022
SUBJECT: Stream Hill Park 2018 Replat Preliminary Plat

The surveyor requests a two-year time extension for this preliminary plat. The plat creates four residential lots ranging from one acre to six acres, dedicates a cul-de-sac at the top of Craftsman Road, and dedicates a sixty-foot public access for a thirty-acre parcel to the west.

The Kenai Peninsula Borough (KPB) preliminary plat approval expires shortly.

Staff has no objection to the extension for two additional years. After the HPC makes a recommendation, the surveyor will submit the request to the KPB for their action.

Requested Action:

Recommend approval of a two-year time extension request for Stream Hill Park 2018 Replat Preliminary Plat.

Attachments:

Surveyor time extension request
Preliminary Plat

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

TIME EXTENSION REQUEST FORM

- ☐ Name of Subdivision: Stream Hill Park 2018 Replat KPB 2018-129
- ☐ Location of Subdivision: Homer
- ☐ KPB Number: KPB 2018-129
- ☐ Date of Planning Commission Approval(s)

- ☐ Reason for time extension request.

We are working together to
resolve KPB plat requirements
and SHP homeowners association
approval. City of Homer says their original
support decision has not changed. (attached)

Date:

~~8/5/22~~ 10-1-22

Signature of Surveyor/Property Owner:

Peter Crump

Peter Crump
Paula Culenberg
4950 Craftsman Rd
Homer, AK 99603

From: Ruffner, Robert RRuffner@kpb.us
Subject: RE: Checking in on Stream Hill Park replat discussion
Date: August 17, 2022 at 3:27 PM
To: Peter and Paula crimpcullenberg@gmail.com
Cc: Piagentini, Vincent vpiagentini@kpb.us, Hindman, Julie jhindman@kpb.us

Hi Peter and Paula,

I think its all going according to plan so far. I don't think we've had the phone call with the California resident yet. The city of homer said they didn't want to review it again and that their position hasn't changed, so I think that's good.

I cc'd our platting wizards to see if they have anything additional to add. I don't know if there has been a new submittal for our consideration yet.

Robert Ruffner
(907) 714-2201

-----Original Message-----

From: Peter and Paula <crimpcullenberg@gmail.com>
Sent: Wednesday, August 17, 2022 3:23 PM
To: Ruffner, Robert <RRuffner@kpb.us>
Subject: <EXTERNAL-SENDER>Checking in on Stream Hill Park replat discussion

CAUTION: This email originated from outside of the KPB system. Please use caution when responding or providing information. Do not click on links or open attachments unless you recognize the sender, know the content is safe and were expecting the communication.

Dear Robert,
Thanks for taking the time to meet last month with Stream Hill Park (SHP) board members, their legal counsel Kristine Schmidt and us on our collective request to revise the requirements for access to parcel 17902005 as part of the replat and land trade with SHP.

We were interested in hearing about the latest status on the issue. Should we contact Rick Abboud regarding follow up?

Kristine forwarded to us the email you sent her on 7/29 after we ran into her at a SHP meeting. Since Ms. Schmidt doesn't represent us, we ask that you copy us on correspondence. Our contact info is below.

Many thanks,
Peter Crimp
Paula Cullenberg
--
4950 Craftsman Rd
Homer, AK 99603
907-440-6709

NOTES

1. BASIS OF BEARING FOR THIS SURVEY WAS DETERMINED BY A HIGH PRECISION GPS SURVEY USING TOPCON DUAL-FREQUENCY HiPer V RECEIVERS, DIFFERENTIALLY COLLECTED AND PROCESSED WITH MAGNET OFFICE VERSION 3.1 SOFTWARE. NAD83 ALASKA STATE PLANE GRID COORDINATES (U.S. SURVEY FEET) OBTAINED FROM THE GPS OBSERVATIONS WERE BASED ON THE NGS PUBLISHED VALUES FOR FEDERAL BASE NETWORK CONTROL STATION "HOMAIR" (PID 110155).
2. TRUE BEARINGS AND DISTANCES WERE DETERMINED BY ROTATING AND SCALING FROM GRID USING FEDERAL BASE NETWORK CONTROL STATION "HOMAIR" AS A SCALING POINT. TRUE BEARINGS WERE DETERMINED BY ROTATING GRID INVERSE AZIMUTHS -117°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 FEDERAL BASE NETWORK CONTROL STATION "HOMAIR" N=100,000 E=100,000. ALL COORDINATE VALUES REPRESENT GROUND DISTANCES IN U.S. SURVEY FEET ORIENTED TO TRUE NORTH.
4. ALL WASTEWATER DISPOSAL SYSTEMS SHALL COMPLY WITH EXISTING APPLICABLE LAWS AT THE TIME OF CONSTRUCTION.
5. THE 15' ADJACENT TO THE STREET ROW (CUL-DE-SAC) IS A UTILITY EASEMENT. NO PERMANENT STRUCTURE SHALL BE CONSTRUCTED OR PLACED WITHIN A UTILITY EASEMENT WHICH WOULD INTERFERE WITH THE ABILITY OF A UTILITY TO USE THE EASEMENT.
6. ANY PERSON DEVELOPING THE PROPERTY IS RESPONSIBLE FOR OBTAINING ALL REQUIRED LOCAL, STATE, AND FEDERAL PERMITS, INCLUDING A U.S. ARMY CORPS OF ENGINEERS WETLAND DETERMINATION IF APPLICABLE.
7. ALL LOTS WITHIN THIS SUBDIVISION ARE SUBJECT TO CITY OF HOMER ZONING REGULATIONS. REFER TO THE HOMER CITY CODE FOR ALL CURRENT SETBACK AND SITE DEVELOPMENT RESTRICTIONS. OWNERS SHOULD CHECK WITH THE CITY OF HOMER PLANNING DEPARTMENT PRIOR TO DEVELOPMENT ACTIVITIES.
8. DEVELOPMENT WITHIN THIS SUBDIVISION IS SUBJECT TO THE CONDITIONS CONTAINED WITHIN U.S. ARMY CORPS OF ENGINEERS PERMIT NO. POA 2006-219.
9. WASTEWATER DISPOSAL: TRACTS A-1 AND D-1 ARE AT LEAST 200,000 SQUARE FEET OR NOMINAL 5 ACRES IN SIZE AND CONDITIONS MAY NOT BE SUITABLE FOR ONSITE WASTEWATER TREATMENT AND DISPOSAL. ANY WASTEWATER TREATMENT OR DISPOSAL SYSTEM MUST MEET THE REGULATORY REQUIREMENTS OF THE ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION.
10. WASTEWATER DISPOSAL TRACTS J-1, J-2, J-3 AND J-4: THESE LOTS ARE SERVED BY CITY OF HOMER WATER AND SEWER. PLANS FOR WASTEWATER DISPOSAL, THAT MEET REGULATORY REQUIREMENTS ARE ON FILE AT THE DEPARTMENT OF ENVIRONMENTAL CONSERVATION.
11. AMENDED MASTER DECLARATION AND OTHER GOVERNING DOCUMENTS RECORDED AS 2015-001644-0, STREAM HILL PARK SUBDIVISION, 309-HOMER, (AMENDING ORIGINAL DOCUMENT 2006-005066-0, STREAM HILL PARK SUBDIVISION, 309-HOMER).
12. AN EXCEPTION TO KPB 20.30.210 (LOTS-ACCESS TO STREET) FOR TRACT A-1 AND THE 30 ACRE PARCEL TO THE WEST WAS APPROVED AT THE MEETING OF NOVEMBER 13, 2018.
13. A PUBLIC RECREATION EASEMENT (HM 2010-001287-0) AFFECTS TRACT A AND TRACT D.
14. NO STRUCTURES ARE PERMITTED WITHIN THE PANHANDLE PORTION OF THE FLAG LOTS.

CURVE TABLE

CURVE	DELTA	RADIUS	LENGTH	CHORD BRNG	CHORD DIST
C1	14°38'00"	170'	43.42'	N 65°32'01" W	43.30'
C2	55°22'08"	180'	173.95'	S 7°16'27" E	167.26'
C3	38°18'06"	220'	147.07'	S 47°10'54" W	144.34'
C4	44°24'55"	20'	15.50'	N 36°00'33" W	15.12'
C5	75°58'10"	50'	66.30'	N 51°47'11" W	61.55'
C6	23°34'41"	50'	20.58'	S 78°26'23" W	20.43'
C7	23°34'41"	50'	20.58'	S 54°51'42" W	20.43'
C8	145°42'17"	50'	127.15'	S 29°46'48" E	95.55'
C9	44°24'55"	20'	15.50'	S 80°25'29" E	15.12'
C10	29°14'18"	200'	102.06'	N 37°58'07" W	100.96'

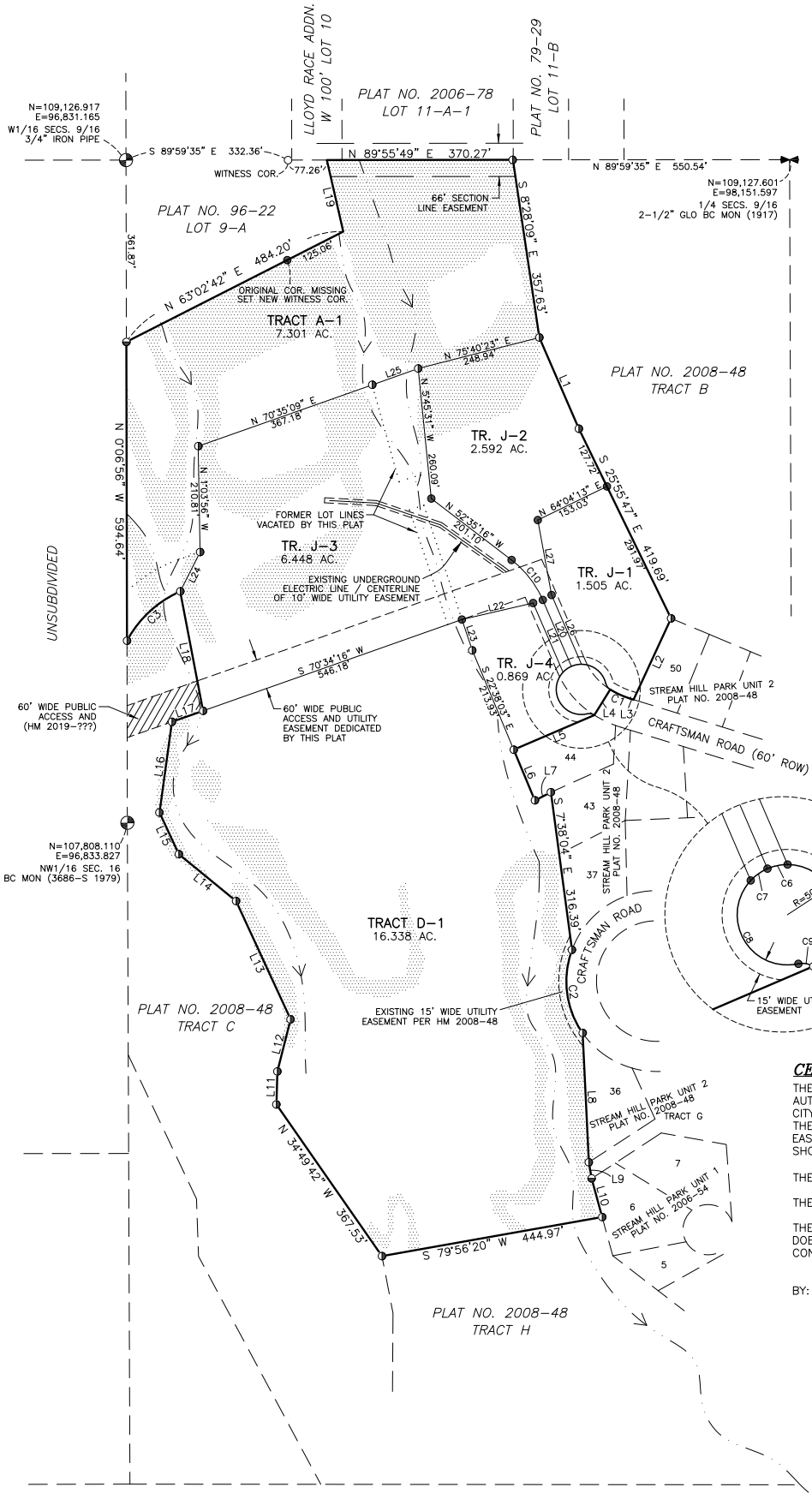
LEGEND

- INDICATES 1917 GLO PRIMARY MONUMENT RECOVERED THIS SURVEY
- INDICATES PRIMARY MONUMENT RECOVERED AS SHOWN
- INDICATES REBAR WITH 2" ALCAP (5780-S, 1996) RECOVERED THIS SURVEY
- INDICATES REBAR WITH 2" ALCAP (5780-S, 2006) RECOVERED THIS SURVEY
- INDICATES REBAR WITH 2" ALCAP (7968-S, 2008) RECOVERED THIS SURVEY
- INDICATES 5/8" X 30" REBAR WITH 2" ALCAP (7538-S, 2018) SET THIS SURVEY
- INDICATES EXISTING DRAINAGE PATTERN

INDICATES SLOPES EXCEEDING 20%

LINE TABLE

LINE	BEARING	DISTANCE
L1	S 23°25'48" E	197.66'
L2	S 24°48'09" W	178.09'
L3	N 72°51'01" W	7.32'
L4	S 31°46'59" W	60.00'
L5	S 66°48'02" W	174.50'
L6	S 22°35'48" E	109.47'
L7	N 62°49'47" E	35.79'
L8	S 2°45'09" E	257.03'
L9	S 9°39'16" E	32.89'
L10	S 15°16'19" E	79.42'
L11	N 1°34'11" E	65.60'
L12	N 14°11'37" E	107.28'
L13	N 24°45'53" W	259.11'
L14	N 50°41'26" W	147.32'
L15	N 24°52'16" W	91.16'
L16	N 74°7'30" E	182.31'
L17	N 70°34'18" E	65.69'
L18	N 10°50'51" W	241.94'
L19	N 12°55'47" W	146.15'
L20	N 23°20'58" W	143.80'
L21	N 23°20'58" W	150.00'
L22	S 76°55'55" W	145.48'
L23	S 18°40'58" E	64.99'
L24	N 26°54'14" E	87.68'
L25	N 70°24'37" E	97.12'
L26	N 23°20'58" W	150.00'
L27	N 10°26'10" W	151.73'



PLAT APPROVAL

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

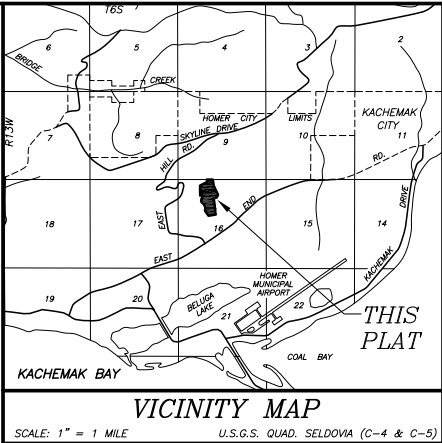
BY: _____ DATE: _____
AUTHORIZED OFFICIAL
KENAI PENINSULA BOROUGH

NOTARY'S ACKNOWLEDGMENT

FOR: PAULA J. CULLENBERG AND PETER J. CRIMP
ACKNOWLEDGED BEFORE ME THIS _____
DAY OF _____, 2019.

NOTARY PUBLIC FOR ALASKA

MY COMMISSION EXPIRES: _____



CERTIFICATE OF OWNERSHIP

WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE REAL PROPERTY SHOWN AND DESCRIBED HEREON, THAT WE HEREBY ADOPT THIS PLAN OF SUBDIVISION, AND BY OUR FREE CONSENT DEDICATE ALL RIGHTS OF WAY AND PUBLIC AREAS TO PUBLIC USE, AND GRANT ALL EASEMENTS TO THE USE SHOWN HEREON.

PAULA J. CULLENBERG
6743 E. 140TH AVENUE
ANCHORAGE, AK 99516
TRACT J

PETER M. CRIMP
6743 E. 140TH AVENUE
ANCHORAGE, AK 99516
TRACT J

CERTIFICATE OF OWNERSHIP

I HEREBY CERTIFY THAT THE STREAM HILL PARK HOMEOWNERS ASSOCIATION, AN ALASKA CORPORATION, IS THE OWNER OF TRACT A AND TRACT D SHOWN AND DESCRIBED HEREON, THAT ON BEHALF OF THE CORPORATION 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.

ERIK NIEBUHR, PRESIDENT
STREAM HILL PARK HOMEOWNERS ASSOCIATION
APPROVED PER AS 34.08.200
PO BOX 3032 HOMER, ALASKA 99603
TRACT A AND TRACT D

NOTARY'S ACKNOWLEDGMENT

FOR: _____
STREAM HILL PARK HOMEOWNERS ASSOCIATION
ACKNOWLEDGED BEFORE ME THIS _____
DAY OF _____, 2019.

NOTARY PUBLIC FOR ALASKA

MY COMMISSION EXPIRES: _____



HOMER RECORDING DISTRICT KPB FILE No. 2018-129

STREAM HILL PARK 2018 REPLAT

THE REPLAT OF TRACTS A, D AND J
STREAM HILL PARK UNIT 2
AS SHOWN ON PLAT No. 2008-48 HRD
LOCATED WITHIN THE E1/2 NW1/4, SEC 16,
T. 6 S., R. 13 W., SEWARD MERIDIAN, KENAI PENINSULA
BOROUGH, CITY OF HOMER, THIRD JUDICIAL DISTRICT, ALASKA
CONTAINING 35.235 ACRES
OWNERS:

PAULA J. CULLENBERG AND PETER M. CRIMP (TRACT J)
6743 E. 140TH AVENUE ANCHORAGE, AK 99516

STREAM HILL PARK HOMEOWNERS ASSOCIATION
APPROVED PER AS 34.08.200 (TRACT A AND TRACT D)
PO BOX 3032 HOMER, ALASKA 99603

GEOVERA, LLC
PO BOX 3235
HOMER ALASKA 99603
(907) 399-4345
EMAIL: scsmith@gci.net

DRAWN BY: SCS	DATE: APRIL 2019	SCALE: 1" = 150'
CHK BY: SCS	JOB #18-22	SHEET 1 OF 1

Comprehensive Transportation Plan & People-Oriented Transportation



2004 Non-Motorized Plan

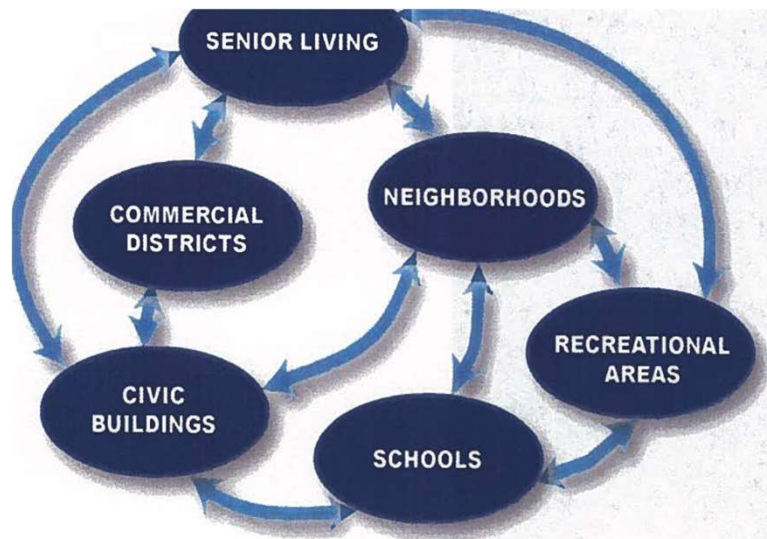


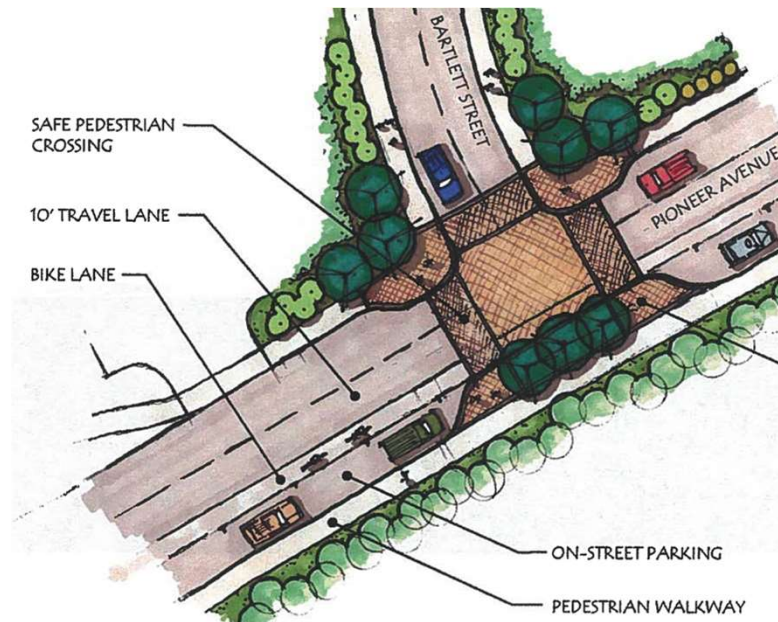
Figure 1: Connectivity Diagram

2005 (1999) Transportation Plan

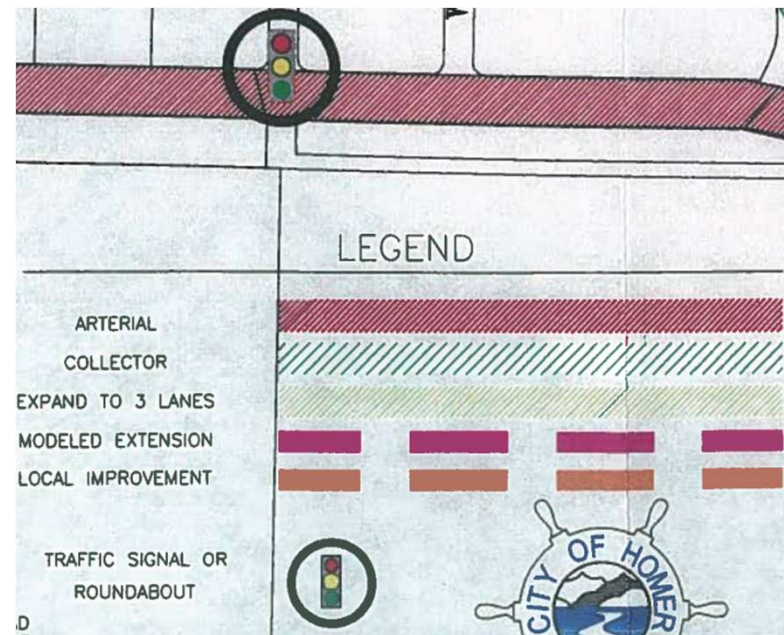
Table I-11: Delay and LOS for Model Intersections

Intersection	Approach	Year	LOS	Year	LOS	Year	LOS
		1999 Summer		2021 Summer		2021 Summer w/New Dock	
Diamond Ridge Road and Sterling Hwy	Southbound	1.6	A	0.6	A	0.6	A
	Westbound	13.5	B	18.3	C	18.5	C
	Northbound	0	A	0	A	0	A
Skyline Drive and East Hill Road	Westbound	5.2	A	8.6	A	8.6	A
	Eastbound	0	A	0	A	0	A
	Northbound	11.8	B	11.5	B	11.5	B
East End Road and Kachemak Drive	Westbound	9.5	A	4.8	A	4.6	A
	Eastbound	0	A	0	A	0	A
	Northbound	14.2	B	19.7	C	20.0	C
Fairview Street and Bartlett Street	Eastbound	11.0	B	11.5	B	10.9	B
	Southbound	4.5	A	4.3	A	2.7	A
	Eastbound	11.2	B	11.5	B	11.3	B
Fairview Street and Main Street	Northbound	2.2	A	3.1	A	3.1	A
	Eastbound	10.5	B	9.9	A	10.7	B
	Southbound	0	A	0	A	0	A
Svedlund Street and Fairview Street	Westbound	11.4	B	11.1	B	10.9	B
	Northbound	4.2	A	1.3	A	1.5	A
	Southbound	0	A	0	A	0	A
	Eastbound	9.4	A	10.3	B	9.6	A
	Northbound	3.1	A	6.1	A	5.7	A
	Northbound	12.4	B	56.6	F	94.8	F

2004 Non-Motorized Plan



2005 (1999) Transportation Plan

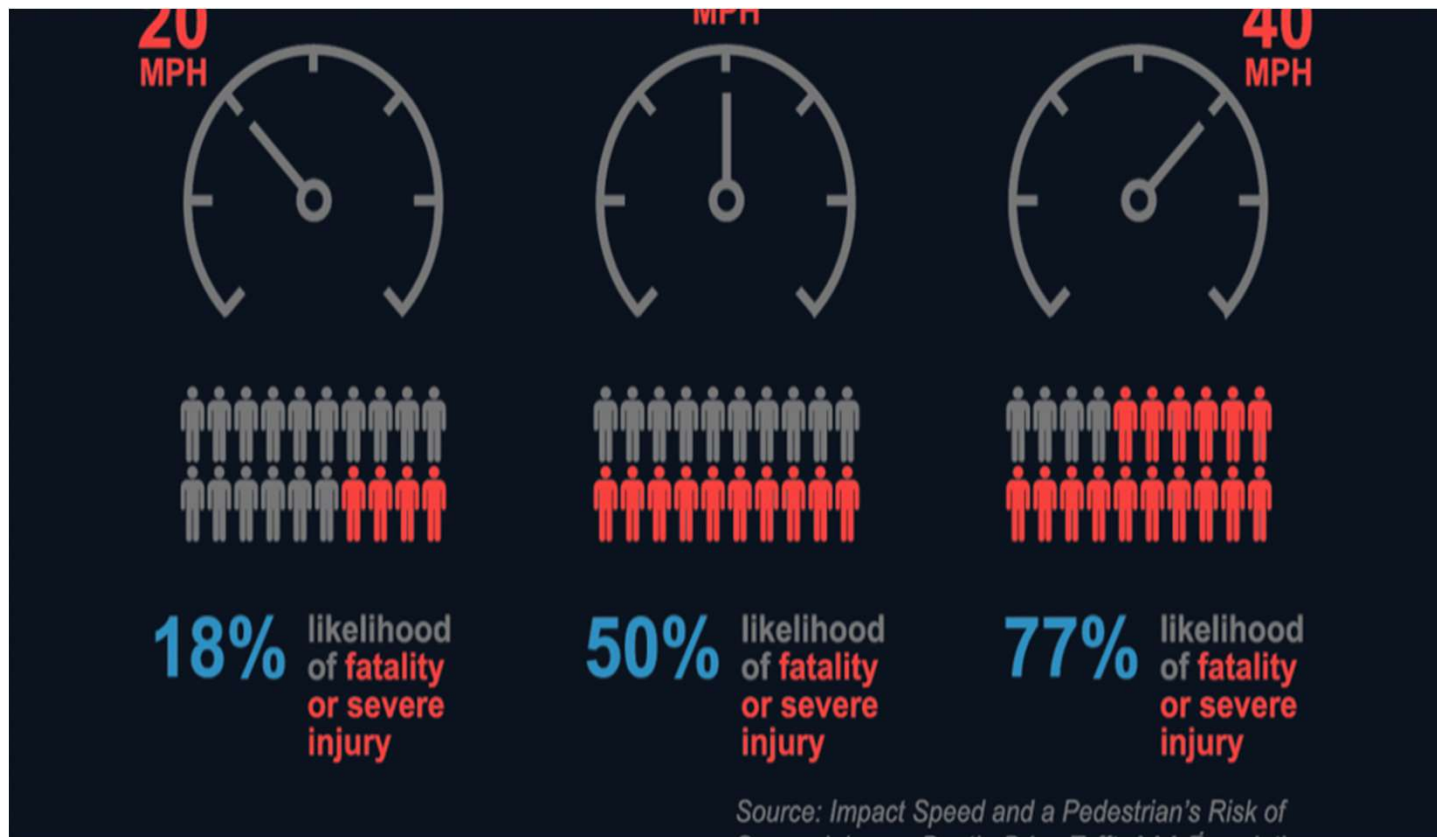






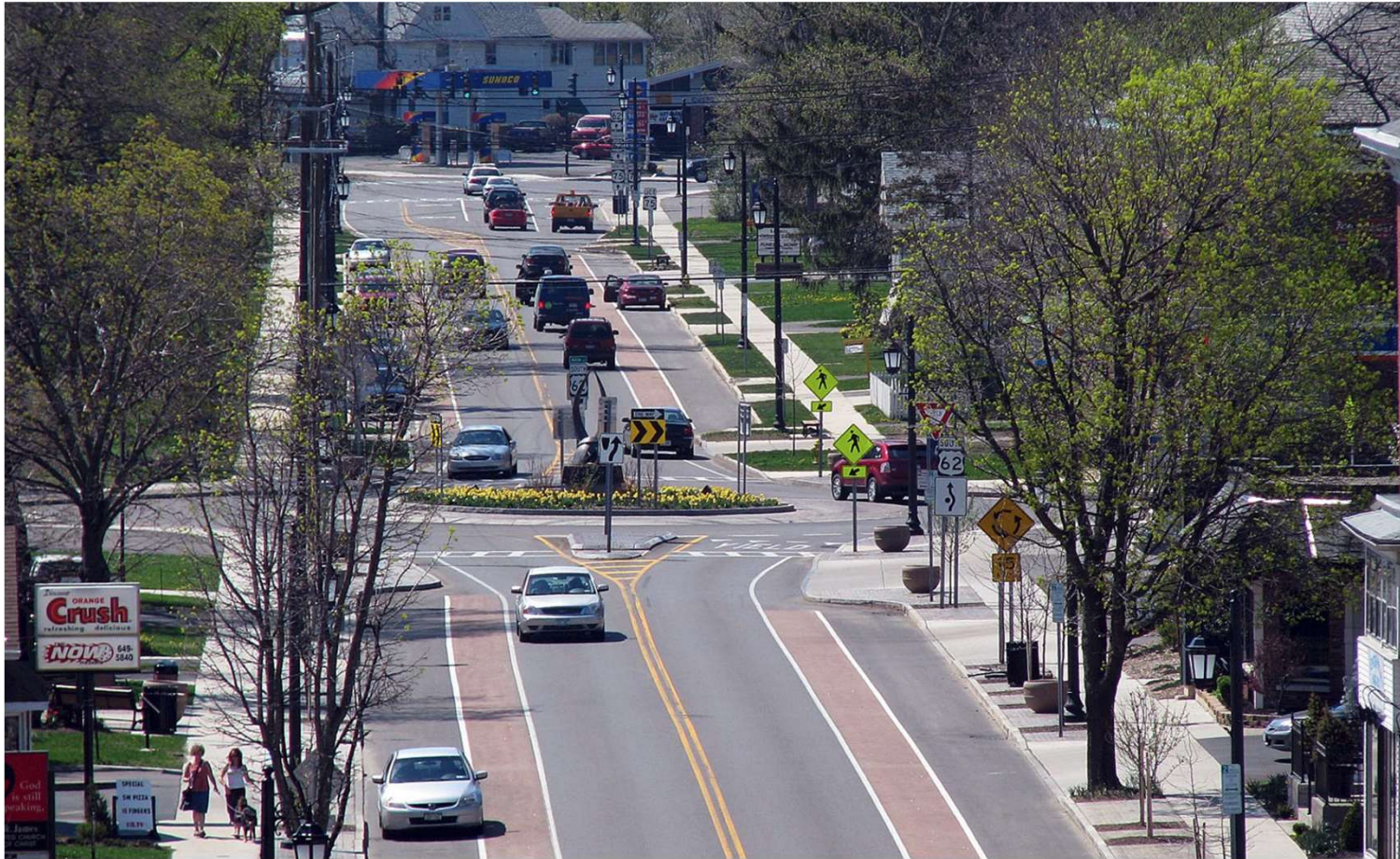


VEHICLE SPEED DETERMINES HUMAN OUTCOMES









Hamburg, NY (15 Miles south of Buffalo)
US ROUTE 62 (11,000+ ADT)
COMPLETED 2009



Commercial building permits: from 16 in 2005 to 96 in 2010.
Property values along the corridor more than **doubled** in this time period.

<https://www.cnu.org/publicsquare/2018/01/30/bigger-not-better-main-street>

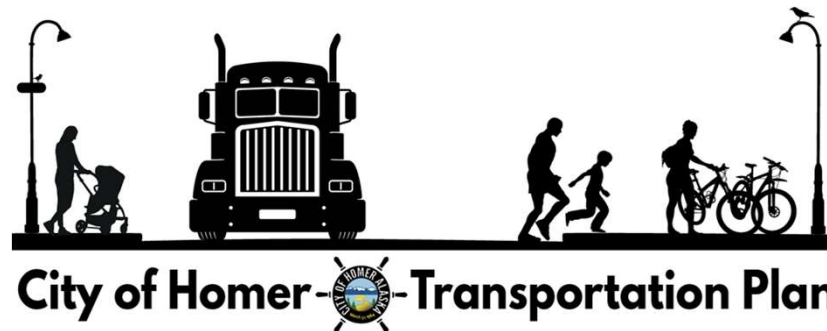
Homer Transportation Plan

Happenings & Engagement Opportunities

October

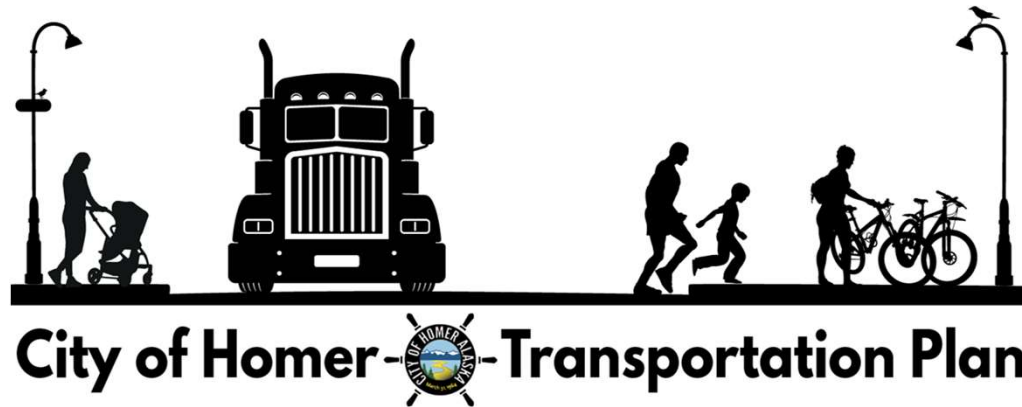
- Outreach, short presentations at City Meetings
- Input collected via web survey (paper copies at the library) & GIS-based public comment
- Focus groups

November 9: Community Meeting at Kachemak Bay Campus



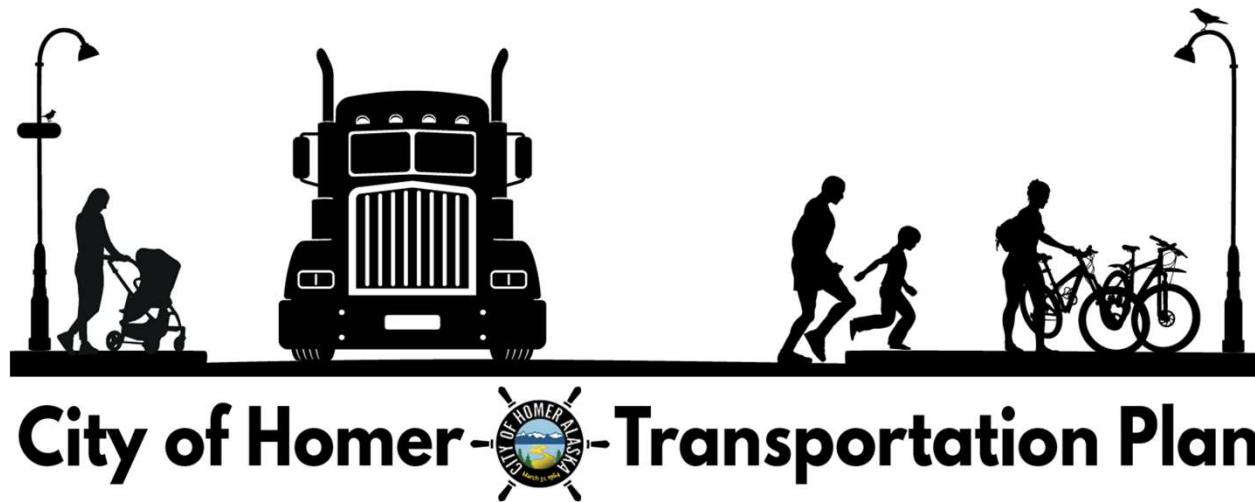
City of Homer project goals -

- Need for a truck route (get them off of Pioneer!)
- Need to prioritize new sidewalk construction
- Identify new trail/non motorized routes
- Give special attention to Old Town for all modes of transportation
- And more!



Visit the Project Website

<https://www.cityofhomer-ak.gov/publicworks/transportation-plan>





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 Pl 22-61

TO: Homer Planning Commission
FROM: Rick Abboud, AICP, City Planner
DATE: October 19, 2022
SUBJECT: City Planner's Report

10.10.22 City Council

Worksession

DISCUSSION TOPIC(S)

a. Short Term Rentals Basics and Research Findings

Committee of the Whole

Ordinance 22-68, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code 21.12, Rural Residential District; Homer City Code 21.14, Urban Residential District; Homer City Code 21.12 Residential Office District; Homer City Code 21.18, Central Business District; Homer City Code 21.20 Town Center District; Homer City Code 21.22, Gateway Business District; Homer City Code 21.24, General Commercial 1 District; Homer City Code 21.26, General Commercial 2 District; And Homer City Code 21.27, East End Mixed Use District, Regarding Conditional Uses in each District. Planning Commission. Recommended dates Introduction October 10, 2022 Public Hearing and Second Reading October 26, 2022.

Memorandum 22-169 from City Planner as backup.

Regular Meeting

Ordinance 22-68, See above

Resolution 22-074, A Resolution of the City Council of Homer, Alaska Adopting the City of Homer 2022 Non-Motorized Transportation and Trails Implementation Plan. City Manager/Public Works Director. Recommend adoption.

Memorandum 22-171 from Public Works Director as backup.

POSTPONED to October 24, 2022

POSTPONED all public hearing items to October 24, 2022.

Resolution 22-078, A Resolution of the City Council of Homer, Alaska Adopting the 2023-2028 Capital Improvement Plan and Establishing Capital Project Legislative Priorities for Fiscal Year 2024. Mayor/City Council.

Memorandum 22-174 from Special Projects and Communications Coordinator as backup.

ADOPTED with discussion.

2023-2028 CIP document was amended as follows:

- Remove the Public Restroom Accessibility Barrier Removal, Homer Intersection Improvements, Beluga Slough Trail Extension, Horizon Loop Trail, Phase 1 and Mariner Park Improvement projects from the CIP.
- Move the Barge Mooring & Large Vessel Haul Out Repair Facility from the Legislative Priority section to the Mid-Range Section; and move the Deep Water/Cruise Ship Dock Expansion and Old Main Dock Removal and Disposal projects from the Mid-Range Section to the Long-Range Section.
- include City of Homer projects: A-Frame Water Transmission Line Replacement, Beluga Sewage Lift Station, Fish Grinding Building Replacement, Homer Airport Terminal Improvements, Wayfinding & Streetscape Plan Implementation, Svedlund and Herndon Street Sidewalks Homer Harbor Dredging, and Homer Harbor System 5 Redesign.
- Add HAP Loop, Heath Street Rehabilitation and Main Street Rehabilitation.
- Approve Legislative Priorities listed in the Resolution.

Permitting Software

We have turned over our data for incorporation into the new software.

Transportation Plan

Brad Parsons and Julie Engebretsen will be presenting at the worksession.

Short-term rentals

Presentations on data gathered so far has been presented to City Council

Staff

I have hired one full-time and one part-time position in the Planning Office. Our part-time person is scheduled to start later in the week of the meeting and the full-timer is to start November 14th.

Commissioner Report to Council

10/24/22 _____
11/28/22 _____



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 22-62

TO: Homer Planning Commission
FROM: Rick Abboud, City Planner, AICP
DATE: October 19, 2022
SUBJECT: Conditional Use Permit (CUP) 22-05

Synopsis The applicant proposes construct a 15,625 square foot airplane hangar in the General Commercial 1 District. A Conditional Use Permit (CUP) is required per HCC 21.24.040(d), no lot shall contain 8,000 square feet of building area ... without an approved conditional use permit.

Applicant: Andrew Reed
Po Box 1191
Homer, AK 99603

Location: 1450 Lakeshore Drive

Legal Description: HOMER ONE SWAN COVE ADDN TRACT A1, A2 & A3

Parcel ID: 17919106, 17919107 & 17919108

Size of Existing Lot: .5, .77 & .87 Acres

Zoning Designation: General Commercial 1 District

Existing Land Use: Vacant

Surrounding Land Use: North: Beluga Lake
South: Residential/storage/vacant
East: Residential/storage
West: Residential

Comprehensive Plan: Goal 4: Support the development of a variety of well-defined commercial/business districts for a range of commercial purposes.

Wetland Status: Area may be a discharge slope as identified by wetlands assessment.

Flood Plain Status: Area along edge of Beluga Lake has an A21 flood plain designation.

BCWPD: Not within the Bridge Creek Watershed Protection District

Utilities: Public utilities service the site.

Public Notice: Notice was sent to 74 property owners of 57 parcels as shown on the KPB tax assessor rolls.

ANALYSIS: The applicant is proposing to develop a 16,625 square foot airplane hangar adjacent to Beluga Lake.

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

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

Applicant:

Homer City Civic Code Chapter 21.24.020 "Permitted uses and structures" allows for "(a) Air charter operations and floatplane tie-up facilities", and "(b) general business offices." This project is a facility to compliment the existing services offered by Emerald Air Services, located a few lots to the west on Lakeshore Drive.

The proposed hangar *will exceed* the Dimensional Requirements of HCC 21.24.040 (d): "No lot shall contain more than 8,000 square feet of building area (all buildings combined), nor shall any lot contain building area in excess of 30% of the lot area without an approved conditional use permit."

The proposed hangar will have a building area of 15,625 ft on the lower level, and approximately 600 square feet on the upper level mezzanine.

The project proposes 16,225 square feet of building area, exceeding the 8,000 sf threshold of 21.040.020 (d).

The proposed building area to lot area ratio (16,225 / 93, 498) is 17.35% - *less than the 30% threshold* for requiring a conditional use permit.

Analysis: A structure that exceeding 8,000 square feet of building area can be approved by a Conditional Use Permit per HCC 21.24.040(d) and air charter operations are a permitted use.

Finding 1: The applicable code authorizes the structure and use.

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

Purpose: The General Commercial 1 (GC1) District is primarily intended to provide sites for businesses that require direct motor vehicle access and may require larger land area, and to provide business locations in proximity to arterials and transportation centers. It is also intended to minimize congestion and adverse effects on adjacent residential districts and on the appearance of the community.

Applicant:

Homer City Civic Code Chapter 21.24.010 "Purpose. The General Commercial 1 (GC1) District is primarily intended to provide sites for businesses that require direct motor vehicle access and may require larger land area, and to provide business locations in proximity to arterials and transportation centers. It is also intended to minimize congestion and adverse effects on adjacent residential districts and on the appearance of the community."

A floatplane hangar, for a business the size of Emerald Air Services, will require a larger lot area, with direct access to Beluga Lake and direct access for motor vehicles.

The defined zoning goals of GC1 are to promote business investment and development of a larger scale and provide space for these types of developments, apart from the residential districts. Existing and ongoing investment in this particular area along Beluga Lake is primarily float plane related business. Emerald Air Services is already a part of this community and looking to expand their operations.

Analysis: The proposal does require a larger land area and will require a plat to combine 3 lots to support of the project. It takes advantage of a unique transportation center with access to float plan operations on Beluga Lake. The nearest residential district is across the lake and will be minimally impacted by operations.

Finding 2: The uses and structures are compatible with the General Commercial 1 District found adjacent to Beluga Lake.

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

Applicant:

Between this proposed development and the furthest western lot (Alaska State Aviation), a good portion of the properties are developed for floatplane business operations. With limited lots with direct access to Beluga Lake, a development of a floatplane hangar would be reasonable, practical, and harmonious with the existing community along Lakeshore Drive. For these like businesses, property values would be improved with the development of this project.

It is uncertain how this project will affect the directly adjoining properties that have residential uses. The zoning of this area emphasizes business development over residential, which could have conflicting interests. This proposed project does have the ability to provide a wide buffer to these neighboring lots – and would soften the juxtaposition of commercial and residential borders with landscaping and well positioned fencing.

Analysis: Many uses in the General Commercial 1 district have greater negative impacts than would be realized from an airplane hangar. Auto repair, pipelines, railroads, open air businesses, and manufacturing may have a greater impact on nearby property values.

Finding 3: An airplane hangar is not expected to negatively impact the adjoining properties greater than other permitted or conditional uses.

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

Applicant:

Private lot ownership, and Alaska State Aviation land around the perimeter of Beluga lake is largely used for float plane and sightseeing businesses. This proposal easily fits with the surrounding businesses of this area.

Analysis: Beluga Lake has been used and recognized as a float plane facility prior to the inception of zoning in Homer. Much of the lake is used to support float plane docks, take off and landings. The use of a hangar would not be expected to introduce much, if any, additional noise or activities outside of what has become common place. A buffer of plantings or fencing would soften on effect upon the adjacent residential uses.

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

Condition 1: A buffer shall be maintained adjacent to the western edge of Lot A4 and adjacent to the structure found on lot 108, where existing vegetation shall be maintained where practical and replaced/supplemented with plantings or a fence that shall be of a height adequate to screen activity on the lot from outside view by a person of average height standing at the prevailing adjacent grade.

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

Applicant:

A preliminary review of the project by the Public Works department anticipates that already provided sewer and water lines to the property will be adequate for a project of this size.

Two curb cuts for project access also seemed to be appropriate in their opinion. This project will have a small occupant load, and a small parking requirement of 7 spaces.

Analysis: The site is served by a full complement of utilities and infrastructure.

Finding 5: Existing public, water, sewer, and fire services are adequate to serve the proposed facility.

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

Applicant:

The hangar has a larger footprint than most structures in this zoning district. Emerald Air has (2) turbine otters with a wingspan of 58' each. The size of this aircraft requires a larger hangar. The project preliminary design of 125' x 125' is necessary to meet the needs of *all* of their current planes, and allow for additional aircraft.

Despite the large footprint and proposed building height, the appearance from Lakeshore Drive would be only 16' in height (SEE dwg. 2/1.1 Site Section, and dwg.) A large portion of this structure would be below grade. The main entry aesthetic (log construction and rustic cedar paneling) compliments Emerald Air Services' existing office and float plane dock nearby at 1344 Lakeshore Drive.

The hangar will serve as storage and maintenance for Emerald Air Services' aircraft. A small office area for the company staff, mechanics, and other service personnel, will be housed on the upper level. Vehicular traffic will be minimal.

Analysis: While the structure is larger than neighboring structures, the footprint of the development is approximately a third of the land area and a good portion of the structure is below grade. Traffic generation is much less than other permitted uses such as hotels, auto fueling, and drive-in car washes. The proposal is not expected to contribute much additional noise, as much of the activities will be in the structure.

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

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

Applicant: No.

Analysis: The proposal is well served by infrastructure and provides access for emergency serves. Zoning codes require compliance with fire safety and applicable developmental standard provisions for the protections of health, safety and welfare.

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

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

Analysis: The applicant is not seeking any exception from code. Gaining an approved CUP and subsequent zoning permit will allow compliance with applicable regulations. In order to propose a compliant site plan the application will need to eliminate lot lines as proposed in the accompanying preliminary plat.

Finding 8: The proposal will comply with applicable regulations and conditions specified in Title 21.

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

Applicant:

Undeniably, bear viewing, flightseeing, and charter operations in Homer are a major draw for visitors to this area. There are not many places in the world that offer the ability to take a trip into remote and beautiful terrain, in order to witness bears in the wild. It is precisely Homer's geographical location and "unique character" that provides this visitor draw and economic opportunity.

Emerald Air Services has been operating air services in Homer since 1991. This proposed project has become possible, and necessary, because of the demand for this business.

Homer's Beluga Lake has developed quickly from the demand for these float plane services. The GC1 zoning, and the large portion of the lake land that is under Alaska State Aviation ownership, has created a substantial aircraft presence on the lake within Homer. Services for the float plane industry are dependent upon this waterway, and development of this area has been and will remain driven by the growth of these services.

Emerald Air Services is currently located at 1344 Lakeshore Drive, on Beluga Lake. They have an office, and 3 guest cottages for their clientele. The aircraft are tethered on a sizeable float dock, and fuel services are on site for this aircraft. The office and cabins are newly built (2018) in a "pioneer" style of log construction. Emerald Air has a rustic aesthetic to its image, and its marketing.

The need for better, and larger aircraft storage and maintenance has been an ongoing struggle for Emerald Air Services.

While the hangar itself is large in footprint, the overall development of this lot is within scale and in character with the surrounding district development. The proposed lot size (2.15 acre) allows for a significant hangar structure, driveway / parking, AND a large portion of undisturbed, natural land. Approximately 31,000 square feet of previously undeveloped, and undisturbed, land will remain undeveloped on the north-eastern portion of this combined lot. This land and the wide building setbacks on all sides of the proposed hangar will leave 66% of the total lot area *without* impervious coverage – significant on a street with smaller lots of much higher coverage ratios. In a zoning district devoted to commercial development, preserving a portion of the natural setting helps to maintain the character of the Lakeshore Drive community – and the surrounding Homer views of Beluga Lake.

The Comprehensive Plan itself struggles to adequately address the intersection of commercial interests and small town character. This proposed hangar is a balance of both of these interests.

Analysis: The project is an infill project that takes advantage of well-defined commercial district that is uniquely suited to support the proposal and is not found to be contrary to applicable land use goals and objectives of the Comprehensive Plan as outlined in the attached Compliance Review.

Finding 9: The proposal is not contrary to the applicable land use goals and objectives of the Comprehensive Plan.

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

Analysis: Chapter 3, Outdoor Lighting in the Community Design Manual is applicable to the General Commercial 1 District lying south of Beluga Lake.

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

Condition 2: Outdoor lighting must be down lit per HCC 21.59.030 and Chapter 3 of the CDM.

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

- 1. Special yards and spaces:** No specific conditions deemed necessary
- 2. Fences and walls:** See condition 1.
- 3. Surfacing of parking areas:** No specific conditions deemed necessary.
- 4. Street and road dedications and improvements:** No specific conditions deemed necessary.
- 5. Control of points of vehicular ingress and egress:** No specific conditions deemed necessary.
- 6. Special provisions on signs:** No specific conditions deemed necessary.
- 7. Landscaping:** See condition 1.
- 8. Maintenance of the grounds, building, or structures:** No specific conditions deemed necessary.
- 9. Control of noise, vibration, odors or other similar nuisances:** No specific conditions deemed necessary.
- 10. Limitation of time for certain activities:** No specific conditions deemed necessary.
- 11. A time period within which the proposed use shall be developed:** No specific conditions deemed necessary.
- 12. A limit on total duration of use:** No specific conditions deemed necessary.
- 13. More stringent dimensional requirements,** such as lot area or dimensions, setbacks, and building height limitations. Dimensional requirements may be made more lenient by conditional use permit only when such relaxation is authorized by other provisions of the zoning code. Dimensional requirements may not be altered by conditional use permit when and to the extent other provisions of the zoning code expressly prohibit such alterations by conditional use permit.
- 14. Other conditions necessary** to protect the interests of the community and surrounding area, or to protect the health, safety, or welfare of persons residing or working in the vicinity of the subject lot.

PUBLIC WORKS COMMENTS: No objections

FIRE DEPARTMENT COMMENTS: None

PUBLIC COMMENTS: None

STAFF COMMENTS/RECOMMENDATIONS:

Planning Commission approve CUP **Staff Report 22-62** with findings 1-10 and the following conditions.

Condition 1: A buffer shall be maintained adjacent to the western edge of Lot A4 and adjacent to the structure found on lot 108, where existing vegetation shall be maintained where practical and replaced with plantings or a fence that shall be of a height adequate to screen activity on the lot from outside view by a person of average height standing at the prevailing adjacent grade.

Condition 2: Outdoor lighting must be down lit per HCC 21.59.030 and Chapter 3 of the CDM.

Attachments

Application
Comp Plan Review
Public Notice
Aerial Photograph



Wing Nut Design Build, Inc.

POB 1191
Homer, Alaska 99603

907.299.2277 c

Julie Engebretsen, Rick Abboud
City of Homer Planning Department
419 East Pioneer Avenue Homer, Alaska 99603

Re: AKRE Holdings LLC float plane hangar CUP application

Tuesday, September 28, 2022

In regards to the adjoining Conditional Use Permit application, I would like to submit the following notes to help clarify some of the requested information.

This project will require the input and work of several different engineers and an architect. Structural, mechanical, and electrical engineering will be required and submitted for review by the State of Alaska Fire marshal, and the City of Homer Planning department. Development activity and stormwater retention will require an engineer's plan for the successful undertaking of a construction project of this size. Landscaping, lighting, signage, and building aesthetics will be scrutinized by various individuals prior to the submission of this project for a City of Homer Zoning permit.

This project is conceptual in planning at this point. This application outlines the parameters to be followed for the development of this hangar design and construction. Besides exceeding the dimensional requirements as written in HCC 21.24.040 (d) of 8000 square feet of building, this project will adhere to the codes outlined in the Homer Civic Code, and will be reviewed for compliance with the Zoning permit process.

A Development Activity Plan (DAP) will be design and submitted with the Homer Zoning permit.

A Stormwater Plan (SWP) will be design and submitted with the Homer Zoning permit.

Army Corp of Engineers has already conducted a "jurisdictional determination". In early September, they inspected the property and delineated the wetland areas of concern. This area has been surveyed by Geovera Surveying and is shown on Sht 0.0 Site Plan. The ACOE now awaits our design of the area that will impact the "flagged" wetlands. This will be submitted during this CUP process.

I have included a hangar level floor plan to give a scale to this building's use. The planes are drawn to scale, and they indicate all of the planes that they need to house today. They would like to add more planes, and this proposed structure could accommodate some growth. I think that the plan gives a good representation of how this building size was determined and accepted as the minimum space for this business' need.

I have also included the Nucor Building Systems brochure. This client has worked with this company before on hangar projects, and would like to use them again. I think the brochure gives an idea of how this building's details and finish will appear.

Please do not hesitate to contact me with questions or for more information,

Appreciatively,

Andrew Reed



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

Applicant

Name: Andrew Reed Telephone No.: 907.299.2277 c

Address: POB 1191; Homer, Alaska 99603 Email: andrewreed@horizonsatellite.com

Property Owner (if different than the applicant):

Name: Norberg Community Property Trust Telephone No.: 907.299.2068

Address: POB 1875; Homer, Alaska 99603 Email: _____

PROPERTY INFORMATION:

Address: 1450 - 1484 Lakeshore Drive Lot Size: 2.15 acres KPB Tax ID # 179.19.106, 107, and 108

Legal Description of Property: T 06S, R 13W; Section 21 of the Seward Meridian; HM 2012023 - Homer One Swan Cove Addition

For staff use:

Date: _____ Fee submittal: Amount _____

Received by: _____ Date application accepted as complete _____

Planning Commission Public Hearing Date: _____

Conditional Use Permit Application Requirements:

1. A Site Plan
2. Right of Way Access Plan
3. Parking Plan
4. A map showing neighboring lots and a narrative description of the existing uses of all neighboring lots. (Planning can provide a blank map for you to fill in).
5. Completed Application Form
6. Payment of application fee (nonrefundable)
7. Any other information required by code or staff, to review your project

Circle Your Zoning District

	RR	UR	RO	CBD	TCD	GBD	GC1	GC2	MC	MI	EEMU	BCWPD
Level 1 Site Plan	x	x	x			x			x			x
Level 1 ROW Access Plan	x	x							x			
Level 1 Site Development Standards	x	x										
Level 1 Lighting			x	x	x	x	x	x	x	x	x	
Level 2 Site Plan			x	x	x		x	x		x	x	
Level 2 ROW Access Plan			x	x	x		x	x		x	x	
Level 2 Site Development Standards			x*	x	x	x	x	x			x	
Level 3 Site Development Standards									x	x		
Level 3 ROW Access Plan						x						
DAP/SWP questionnaire				x	x	x	x	x			x	

Circle applicable permits. Planning staff will be glad to assist with these questions.

- ☒ Y ☐ N Are you building or remodeling a commercial structure, or multifamily building with more than 3 apartments? If yes, Fire Marshal Certification is required. Status: Fire Marshal permit and certification to follow City of Homer Conditional Use Permit approval.
- ☒ Y ☐ N Will your development trigger a Development Activity Plan?
Application Status: City of Homer Development Activity Plan to be submitted with Homer zoning permit application
- ☒ Y ☐ N Will your development trigger a Storm water Plan?
Application Status: City of Homer Stormwater Plan to be submitted with Homer zoning permit application
- ☒ Y ☐ N Does your site contain wetlands? If yes, Army Corps of Engineers Wetlands Permit is required. Application Status: Underway, In process with ACOE, wetlands delineation has been determined.
- ☒ Y ☐ N Is your development in a floodplain? If yes, a Flood Development Permit is required.
- ☒ Y ☐ N Does your project trigger a Community Design Manual review?
If yes, complete the design review application form. The Community Design Manual is online at: <http://www.ci.homer.ak.us/documentsandforms>
- ☒ Y ☐ N Do you need a traffic impact analysis?
- ☒ Y ☐ N Are there any nonconforming uses or structures on the property?
- ☒ Y ☐ N Have they been formally accepted by the Homer Advisory Planning Commission?
- ☒ Y ☐ N Do you have a state or city driveway permit? Status: _____
- ☒ Y ☐ N Do you have active City water and sewer permits? Status: _____

1. Currently, how is the property used? Are there buildings on the property? How many square feet? Uses within the building(s)?

There are no structures, nor any sort of development on these undisturbed lots.

The proposed project will combine Lots A1, A2, and A3 of Homer One Swan Cove subdivision (located on Lakeshore Drive). Geovera Surveying Inc, has an application with the City of Homer to vacate the interior property lines of these adjoining lots. Combined together the new property lines will contain 93,498 square feet, or 2.15 acres.

2. What is the proposed use of the property? How do you intend to develop the property? (Attach additional sheet if needed. Provide as much information as possible).

The proposed project is a floatplane hangar for Emerald Air Services, an existing charter / bear viewing service. EAS operates out of its office and floatdock located nearby at 1344 Lakeshore Drive. The 125' x 125' hangar will be used to store and maintain their aircraft. An upper level mezzanine will provide some office area for company staff and employees.

The Site plan (sht. 0.0) outlines the proposed structure and the site development.

CONDITIONAL USE INFORMATION: Please use additional sheets if necessary. HCC21.71.030

- a. What code citation authorizes each proposed use and structure by conditional use permit?

SEE Response "a." on separate sheet.

- b. Describe how the proposed uses(s) and structures(s) are compatible with the purpose of the zoning district.

SEE Response "b." on separate sheet

- c. How will your proposed project affect adjoining property values?

SEE Response "c." on separate sheet

- d. How is your proposal compatible with existing uses of the surrounding land?

SEE Response "d." on separate sheet

- e. Are/will public services adequate to serve the proposed uses and structures?

SEE Response "e." on separate sheet

- f. How will the development affect the harmony in scale, bulk, coverage and density upon the desirable neighborhood character, and will the generation of traffic and the capacity of surrounding streets and roads be negatively affected?

SEE Response "f." on separate sheet

- g. Will your proposal be detrimental to the health, safety or welfare of the surrounding area or the city as a whole?

No.

- h. How does your project relate to the goals of the Comprehensive Plan?
The Comprehensive Plan are online,

SEE Response "h." on separate sheet

- i. The Planning Commission may require you to make some special improvements. Are you planning on doing any of the following, or do you have suggestions on special improvements you would be willing to make? (**circle each answer**)

1. Y ☒ N ☐ Special yards and spaces.
2. Y ☒ N ☐ Fences, walls and screening.
3. Y ☒ N ☐ Surfacing of parking areas.
4. Y ☒ N ☐ Street and road dedications and improvements (or bonds).
5. Y ☒ N ☐ Control of points of vehicular ingress & egress.
6. Y ☒ N ☐ Special provisions on signs.
7. Y ☒ N ☐ Landscaping.
8. Y ☒ N ☐ Maintenance of the grounds, buildings, or structures.

9. Y/N Control of noise, vibration, odors, lighting, heat, glare, water and solid waste pollution, dangerous materials, material and equipment storage, or other similar nuisances.
10. Y/N Time for certain activities.
11. Y/N A time period within which the proposed use shall be developed.
12. Y/N A limit on total duration of use.
13. Y/N Special dimensional requirements such as lot area, setbacks, building height.
14. Y/N Other conditions deemed necessary to protect the interest of the community.

PARKING

1. How many parking spaces are required for your development? 7 required
- If more than 24 spaces are required see HCC 21.50.030(f)(1)(b). _____
2. How many spaces are shown on your parking plan? 11 shown
3. Are you requesting any reductions? No

Include a site plan, drawn to a scale of not less than 1" = 20' which shows existing and proposed structures, clearing, fill, vegetation and drainage.

I hereby certify that the above statements and other information submitted are true and accurate to the best of my knowledge, and that I, as applicant, have the following legal interest in the property:

CIRCLE ONE:

Owner of record

Lessee

Contract purchaser

Applicant signature: _____

M D M D M

Date: _____

9.27.22

Property Owner's signature: _____

Robert Morley

Date: _____

9-23-22

a. What code citation authorizes each proposed use and structure by conditional use permit?

Homer City Civic Code Chapter 21.24.020 "Permitted uses and structures" allows for "(a) Air charter operations and floatplane tie-up facilities", and "(b) general business offices." This project is a facility to compliment the existing services offered by Emerald Air Services, located a few lots to the west on Lakeshore Drive.

The proposed hangar *will exceed* the Dimensional Requirements of HCC 21.24.040 (d): "No lot shall contain more than 8,000 square feet of building area (all buildings combined), nor shall any lot contain building area in excess of 30% of the lot area without an approved conditional use permit."

The proposed hangar will have a building area of 15,625 ft on the lower level, and approximately 600 square feet on the upper level mezzanine.

The project proposes 16,225 square feet of building area, exceeding the 8,000 sf threshold of 21.040.020 (d).

The proposed building area to lot area ratio (16,225 / 93, 498) is 17.35% - *less than the 30% threshold* for requiring a conditional use permit.

b. Describe how the proposed uses(s) and structures(s) are compatible with the purpose of the zoning district.

Homer City Civic Code Chapter 21.24.010 "Purpose. The General Commercial 1 (GC1) District is primarily intended to provide sites for businesses that require direct motor vehicle access and may require larger land area, and to provide business locations in proximity to arterials and transportation centers. It is also intended to minimize congestion and adverse effects on adjacent residential districts and on the appearance of the community."

A floatplane hangar, for a business the size of Emerald Air Services, will require a larger lot area, with direct access to Beluga Lake and direct access for motor vehicles.

The defined zoning goals of GC1 are to promote business investment and development of a larger scale and provide space for these types of developments, apart from the residential districts. Existing and ongoing investment in this particular area along Beluga Lake is primarily float plane related business. Emerald Air Services is already a part of this community and looking to expand their operations.

c. How will your proposed project affect adjoining property values?

Between this proposed development and the furthest western lot (Alaska State Aviation), a good portion of the properties are developed for floatplane business operations. With limited lots with direct access to Beluga Lake, a development of a floatplane hangar would be reasonable, practical, and harmonious with the existing community along Lakeshore Drive. For these like businesses, property values would be improved with the development of this project.

It is uncertain how this project will affect the directly adjoining properties that have residential uses. The zoning of this area emphasizes business development over residential, which could have conflicting interests. This proposed project does have the ability to provide a wide buffer to these neighboring lots – and would soften the juxtaposition of commercial and residential borders with landscaping and well positioned fencing.

d. How is your proposal compatible with existing uses of the surrounding land?

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e. Are/will public services adequate to serve the proposed uses and structures?

A preliminary review of the project by the Public Works department anticipates that already provided sewer and water lines to the property will be adequate for a project of this size.

Two curb cuts for project access also seemed to be appropriate in their opinion. This project will have a small occupant load, and a small parking requirement of 7 spaces.

f. How will the development affect the harmony in scale, bulk, coverage and density upon the desirable neighborhood character, and will the generation of traffic and the capacity of surrounding streets and roads be negatively affected?

The hangar has a larger footprint than most structures in this zoning district. Emerald Air has (2) turbine otters with a wingspan of 58' each. The size of this aircraft requires a larger hangar. The project preliminary design of 125' x 125' is necessary to meet the needs of *all* of their current planes, and allow for additional aircraft.

Despite the large footprint and proposed building height, the appearance from Lakeshore Drive would be only 16' in height (SEE dwg. 2/1.1 Site Section, and dwg.) A large portion of this structure would be below grade. The main entry aesthetic (log construction and rustic cedar paneling) compliments Emerald Air Services' existing office and float plane dock nearby at 1344 Lakeshore Drive.

The hangar will serve as storage and maintenance for Emerald Air Services' aircraft. A small office area for the company staff, mechanics, and other service personnel, will be housed on the upper level. Vehicular traffic will be minimal.

g. Will your proposal be detrimental to the health, safety or welfare of the surrounding area or the city as a whole?

No.

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The Comprehensive Plan itself struggles to adequately address the intersection of commercial interests and small town character. This proposed hangar is a balance of both of these interests.

The first part of the report is a general introduction to the project. It describes the purpose of the study and the objectives that were set at the beginning. The second part is a literature review, which discusses the work that has been done in this area of research. This is followed by a description of the methodology used in the study, including the data collection and analysis techniques. The results of the study are then presented, and a conclusion is drawn from the findings. Finally, there is a section on the implications of the study and suggestions for further research.



1
0.0 LOCATOR MAP

PROPERTY OWNER: AKRE Holdings LLC; 16221 Foster Street; Overland Park, Kansas 66085

PROPERTY Description: 1450, 1472, and 1484 Lakeshore Drive; Homer, Alaska 99603

LEGAL Description: LOT A1: T 06S, R 13W, SEC 21 of the Seward Meridian; HM 2012023 - Homer One, Swan Cove Addition; Lot A1
LOT A2: T 06S, R 13W, SEC 21 of the Seward Meridian; HM 2012023 - Homer One, Swan Cove Addition; Lot A2
LOT A3: T 06S, R 13W, SEC 21 of the Seward Meridian; HM 2012023 - Homer One, Swan Cove Addition; Lot A3

APN: LOT A1 - 179.19.106 and LOT A2 - 179.19.107 and LOT A3 - 179.19.108

ZONING: per CITY OF HOMER CIVIC CODE: GC1 (General Commercial 1)

PROPOSED USE(S): Business: Air charter and bear viewing; aircraft maintenance and storage

GOVERNING BUILDING CODE: 2015 Uniform Building Code, City of Homer Municipal Code

Per City of Homer Zoning Ordinances, the following setbacks are to be observed:

Front (along existing right of way (R.O.W)) = 20'
Sidyard and Rear = 5' (unless proper firewalls are provided as defined by Alaska State Fire Code.)
MAXIMUM Building Height = 35'

LOT AREA:	LOT: irregular	LOT A1	= 21,712	SF (0.50 acre)
		LOT A2	= 33,718	SF (0.77 acre)
		LOT A3	= 38,068	SF (0.87 acre)
		Combined	= 93,498	SF (2.15 acre)

COVERAGE:	PROPOSED PROJECT	Gravel driveway and parking areas	7,000 SF
		Hanger structure (building footprint)	15,625 SF
		Hanger apron and access drive (at Beluga Lake)	9,135 SF
		TOTAL IMPERVIOUS COVERAGE	
TOTAL LOT COVERAGE		31,760 sf (coverage) / 93,498 sf (combined lot area) =	33.96%

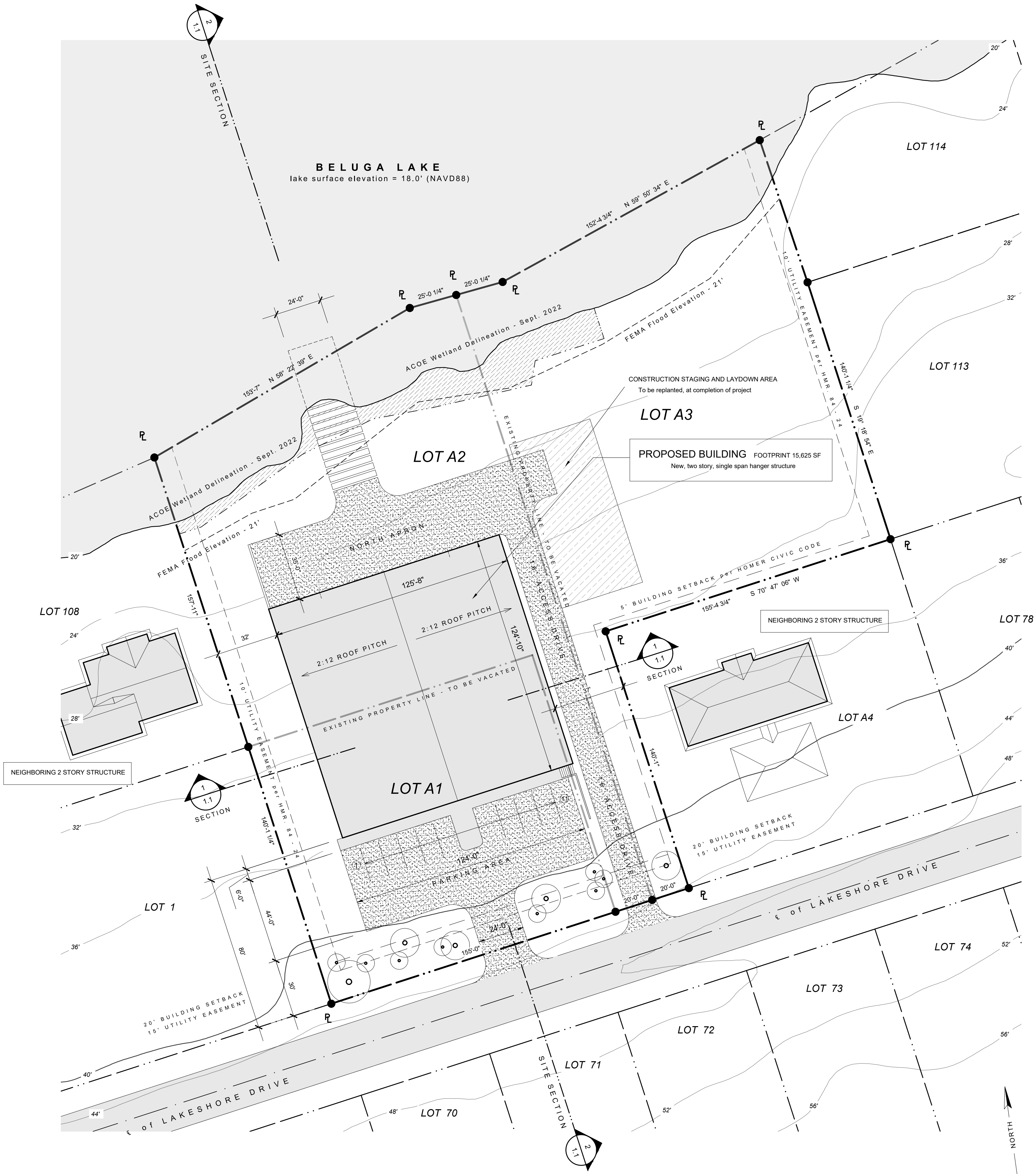
Total impervious coverage of this lot DOES NOT EXCEED the 60% threshold requiring a Stormwater Plan (SWP), per Homer City Civic Code 21.0505.030e1, BUT the addition of more than 25,000 sf of impervious surface area (from the pre-development conditions) would require a Stormwater Plan (SWP), per Homer City Civic Code 21.0505.030e2.

SITE PLAN

1"= 30'

1
0.1

NOTE: DRAWINGS PRINTED ON 11" X 17" SHEETS ARE HALF THE INDICATED SCALE.



POB 1191
Homer, Alaska 99603
907.299.2277 c

AKRE HOLDINGS LLC FLOATPLANE HANGER

1450 - 1484 Lakeshore Drive
Homer, Alaska 99603

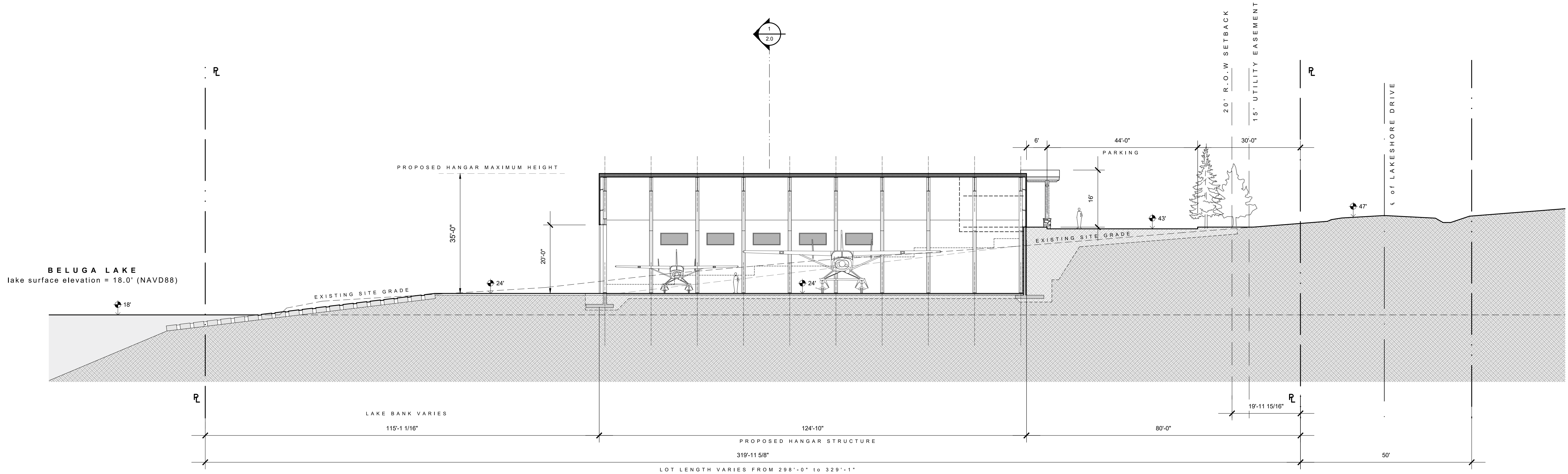
Project Title: AKRE 22
Permit Set Date: 27 SEP 22

Drawn by: ABR

Revisions:

SITE

0.1



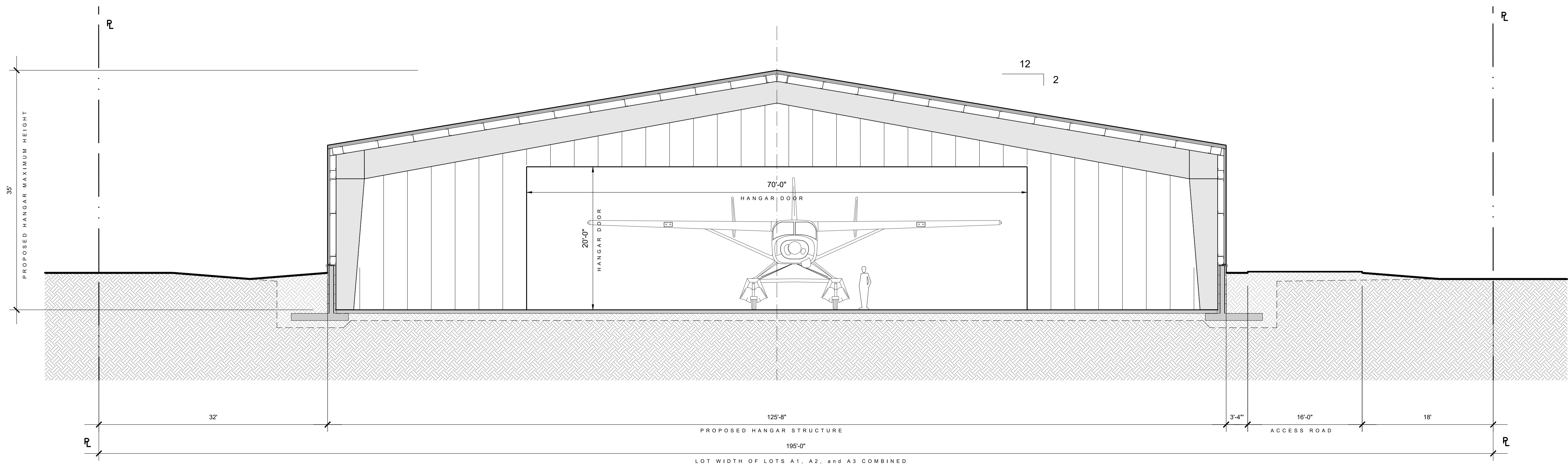
SITE SECTION

1/16"

2

1.1

NOTE: DRAWINGS PRINTED ON 11" X 17" SHEETS ARE HALF THE INDICATED SCALE.



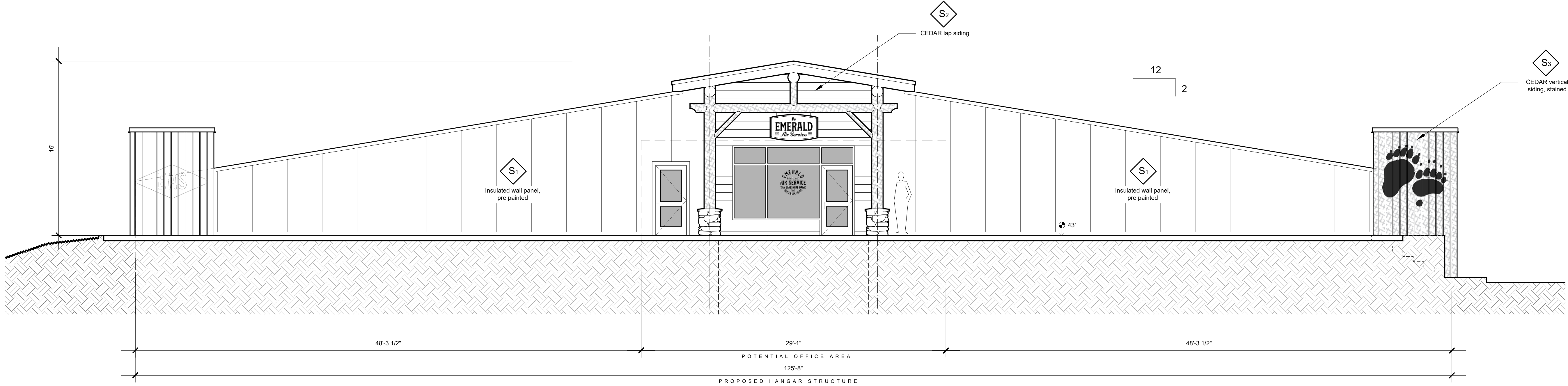
HANGAR SECTION

1/8"

1

1.1

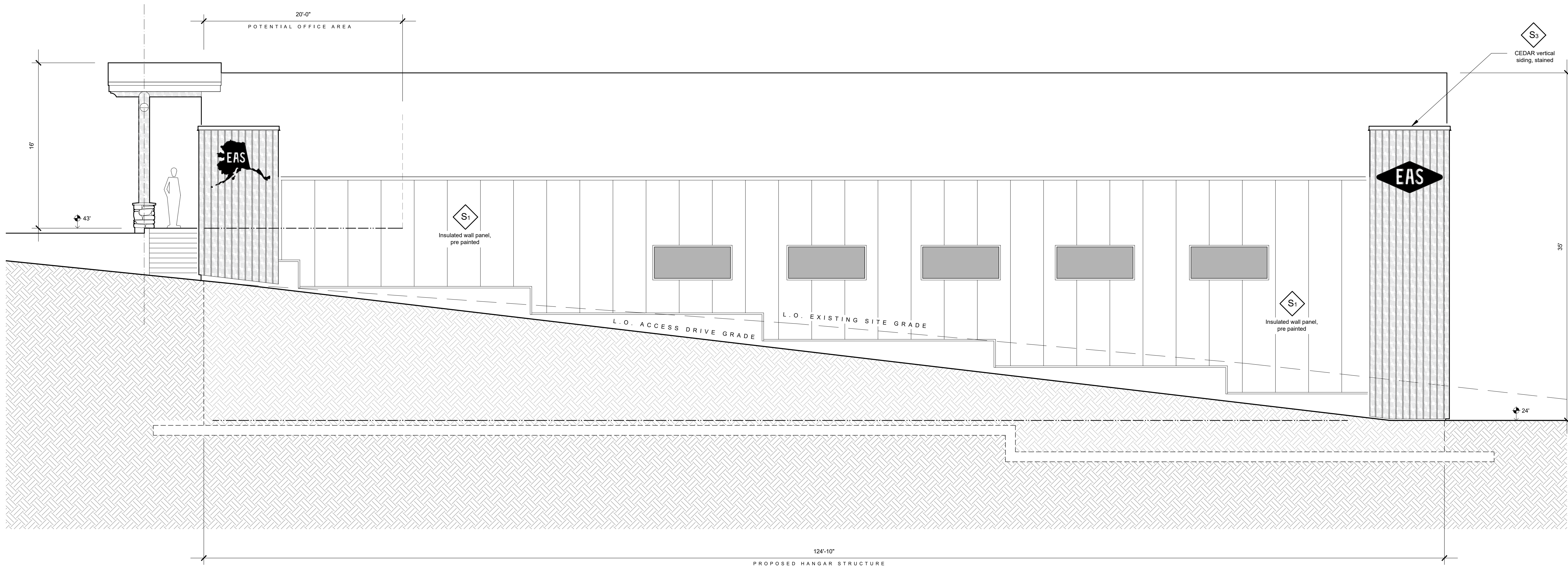
NOTE: DRAWINGS PRINTED ON 11" X 17" SHEETS ARE HALF THE INDICATED SCALE.



ELEVATION SOUTHERN, LOOKING NORTH

NOTE: DRAWINGS PRINTED ON 11" X 17" SHEETS ARE HALF THE INDICATED SCALE.

3/16" 2 3.0



ELEVATION EASTERN, LOOKING WEST

NOTE: DRAWINGS PRINTED ON 11" X 17" SHEETS ARE HALF THE INDICATED SCALE.

3/16" 1 1.0



POB 1191
Homer, Alaska 99603
907.299.2277 c

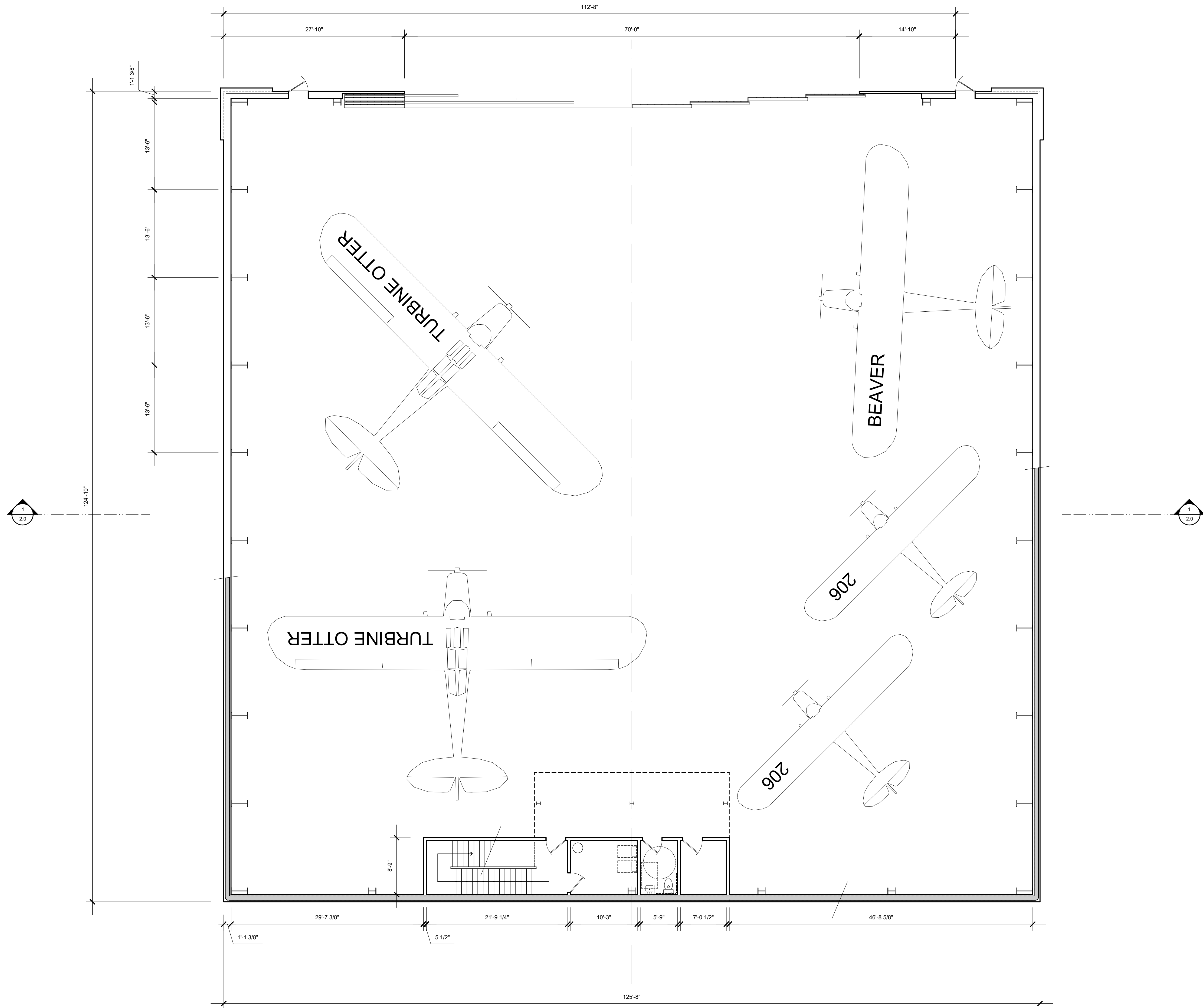
AKRE HOLDINGS LLC FLOATPLANE HANGAR

3425 Sterling Highway
Homer, Alaska 99603

Project Title: AKRE 22
Permit Set Date: 27 SEP 22
Drawn by: ABR
Revisions:

ELEVATION

2.1



PLAN LOWER LEVEL

1/8"

1
2.1

NOTE: DRAWINGS PRINTED ON 11" X 17" SHEETS ARE HALF THE INDICATED SCALE.

Compliance review of comprehensive plan for CUP 22-05

GOAL 1: Guiding Homer’s growth with a focus on increasing the supply and diversity of housing, protect community character, encouraging infill, and helping minimize global impacts of public facilities including limiting greenhouse gas emissions.

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.

Staff: *This project supports the concentrated mixed-use center (of town).*

Objective B: Develop clear and well-defined land use regulations and update the zoning map in support of the desired pattern of growth.

Staff: *N/A – concerns writing regulations*

Objective C: Maintain high quality residential neighborhoods; promote housing choice by supporting a variety of dwelling options.

Staff: *N/A- No housing*

GOAL 2: Maintain the quality of Homer’s natural environment and scenic beauty.

Objective A: Complete and maintain a detailed “green infrastructure” map for the City of Homer and environs that presents an integrated functional system of environmental features on lands in both public and private ownership and use green infrastructure concepts in the review and approval of development projects.

Staff: *N/A- not making maps*

Objective B: Continue to review and refine development standards and require development practices that protect environmental functions.

Staff: *N/A – not reviewing and refining standards.*

Objective C: Provide extra protection for areas with highest environmental value or development constraints.

Staff: *N/A – A function of creating codes.*

Objective D: Collaborate with jurisdictions outside the City of Homer, as well as state and federal agencies, to ensure that environmental quality is maintained.

Staff: N/A – Not a function of CUP review.

GOAL 3: Encourage high-quality buildings and site development that complement Homer’s beautiful natural setting.

Objective A: Create a clear, coordinated regulatory framework that guides development.

Staff: N/A - Goal 3, objective A implementation items are all directives to review and consider new policies and are not applicable to directly apply to CUP’s.

Objective B: Encourage high quality site design and buildings.

Staff: High quality features are supported with use of the design manual as supporting objective B.

GOAL 4: Support the development of a variety of well-defined commercial/business districts for a range of commercial purposes.

Objective A: Encourage a concentrated, pedestrian oriented, attractive business/commerce district in the Central Business District (CBD) following the guidelines found in the Town Center Development Plan.

Staff: This item channels recommendations through the Community Design Manual as part of the developmental review.

Objective B: Discourage strip development along the Sterling Highway and major collectors/thoroughfares.

Staff: The proposal is making use of a long-time structure found on the Sterling Highway. While strip development is discouraged, no new structures are proposed. The addition is reasonable in consideration of the built environment and is not creating a new instance of strip development.

CITY OF HOMER
PUBLIC HEARING NOTICE
PLANNING COMMISSION MEETING

A public hearing on the matter below is scheduled for Wednesday, October 19, 2022 during the Regular Planning Commission Meeting. The meeting begins at 6:30 p.m. and will be conducted via Zoom webinar. Participation is available virtually or in-person at City Hall, more information below.

A request for Conditional Use Permit (CUP) 22-02, to allow a structure greater than 8000 square feet at 1450 Lakeshore Dr., Lots HOMER ONE SWAN COVE ADDN TRACTS A1, A2 & A3 T 6S R 13W SEC 21 SEWARD MERIDIAN HM 2012023. A CUP is required for more than 8,000 square feet of building area, according to Homer City Code 21.24.040(d).

In-person meeting participation is available in Cowles Council Chambers located downstairs at Homer City Hall, 491 E. Pioneer Ave., Homer, AK 99603.

To attend the meeting virtually, visit zoom.us and enter the Meeting ID & Passcode listed below. To attend the meeting by phone, dial any one of the following phone numbers and enter the Webinar ID & Passcode below, when prompted: 1-253-215-8782, 1-669-900-6833, (toll free) 888-788-0099 or 877-853-5247.

Meeting ID: 979 8816 0903
Passcode: 976062

Additional information regarding this matter will be available by 5pm on the Friday before the meeting. This information will be posted to the City of Homer online calendar page for October 19, 2022 at <https://www.cityofhomer-ak.gov/calendar>. It will also be available at the Planning and Zoning Office at Homer City Hall and at the Homer Public Library.

Written comments can be emailed to the Planning and Zoning Office at the address below, mailed to Homer City Hall at the address above, or placed in the Homer City Hall drop box at any time. Written comments must be received by 4pm on the day of the meeting.

If you have questions or would like additional information, contact Rick Abboud at the Planning and Zoning Office. Phone: (907) 235-3106, email: clerk@cityofhomer-ak.gov, or in-person at Homer City Hall.

NOTICE TO BE SENT TO PROPERTY OWNERS WITHIN 300 FEET OF PROPERTY

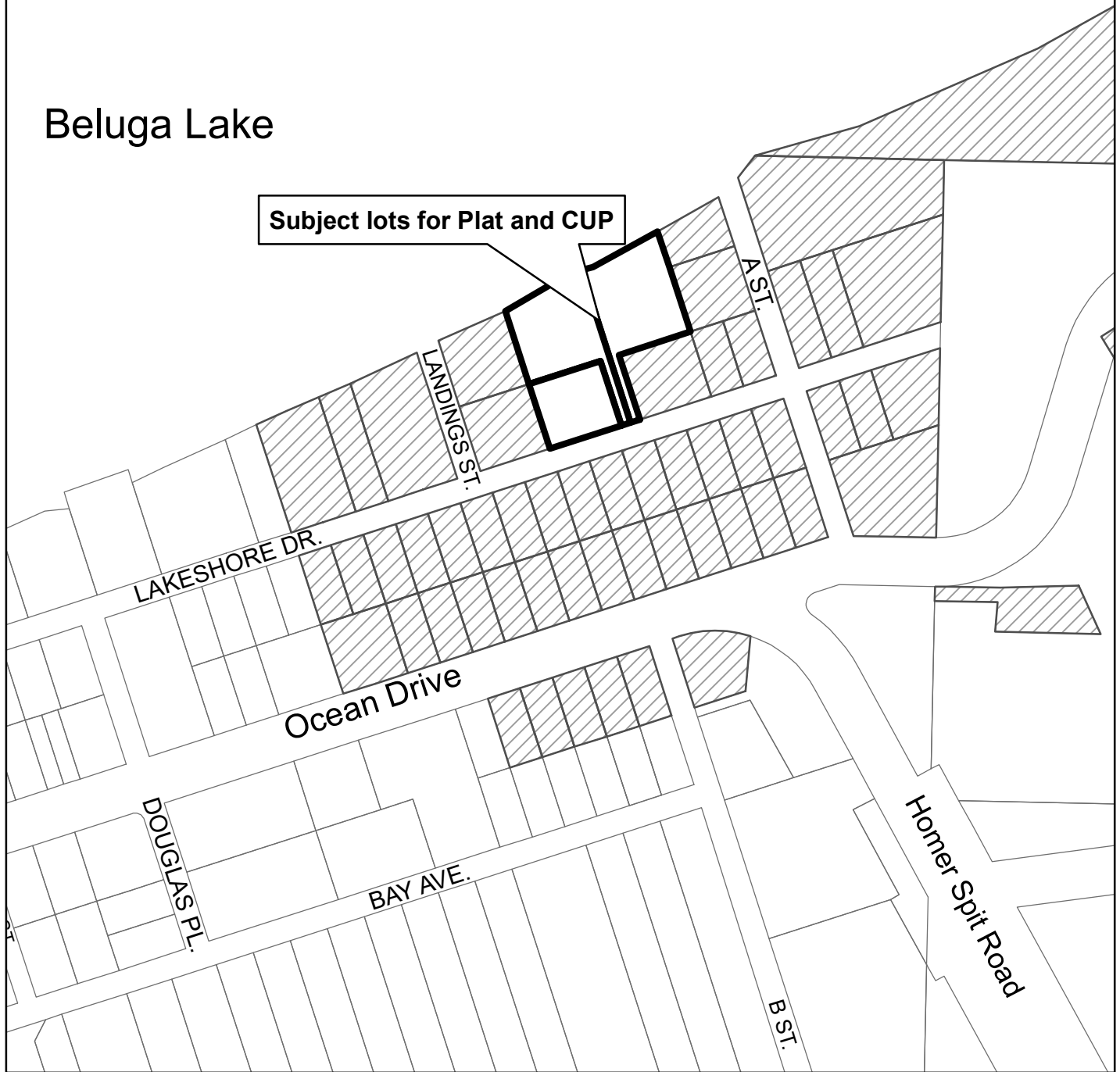
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VICINITY MAP ON REVERSE

Vicinity Map

Beluga Lake

Subject lots for Plat and CUP



City of Homer
Planning and Zoning Department

October 4, 2022

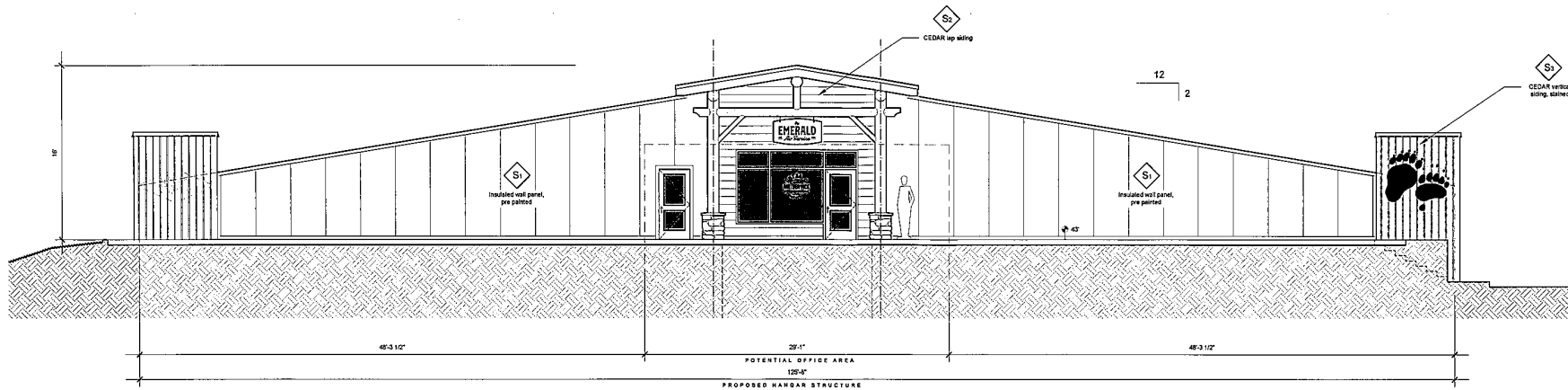
Request for Preliminary Plat and Conditional Use Permit

Marked lots are within the 500 feet
and have recieved notification.

0 65 130 260 390 520 Feet



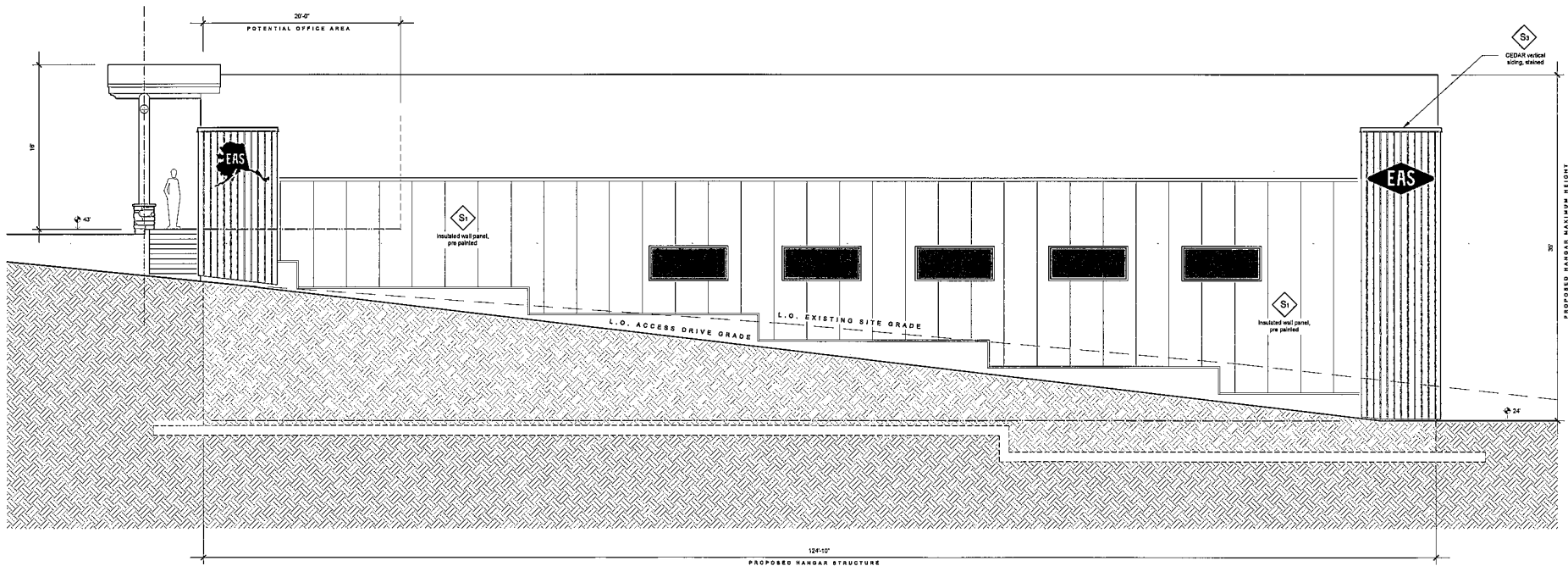
*Disclaimer:
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Homer, its council, board,
departments, employees and agents are
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contained herein, or deductions, interpretations
or conclusions drawn therefrom.*



ELEVATION

SOUTHERN, LOOKING NORTH

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ELEVATION

EASTERN, LOOKING WEST

NOTE: DRAWINGS PRINTED ON 11" X 17" SHEETS ARE HALF THE INDICATED SCALE.

wing nut
DESIGN BUILD, INC.

POB 1151
Homer, Alaska 99603
907.299.2277 c

AKRE HOLDINGS LLC FLOATPLANE HANGAR

3425 Sterling Highway
Homer, Alaska 99603

Project Title: AKRE 22
Permit Set Date: 27 SEP 22
Drawn by: ABR
Revisions:

ELEVATION

2.1

Aerial Map

Beluga Lake

Subject lots for Plat and CUP



City of Homer
Planning and Zoning Department

October 4, 2022

Request for Preliminary Plat and Conditional Use Permit 1450 Lakeshore Drive

Marked lots are within the 500 feet
and have recieved notification.

0 65 130 260 390 520 Feet



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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 22-63

TO: Homer Planning Commission **22-63**
FROM: Rick Abboud, City Planner, AICP
DATE: 10/19/2022
SUBJECT: Homer One Swan Cove Addn. 2022 Replat

Requested Action: Approval of a Preliminary Plat that combines three lots.

General Information:

Applicants:	Robert Burl Norberg PO Box 1875 Homer, AK 99603	Steve Smith Geovera, LLC PO Box 3235 Homer, AK 99603
Location:	1450 Lakeshore Drive	
Parcel ID:	17919106, 17919107 & 17919108	
Size of Existing Lot(s):	.5, .77 & .87 Acres	
Size of Proposed Lots(s):	2.146 Acres	
Zoning Designation:	General Commercial 1 District	
Existing Land Use:	Vacant	
Surrounding Land Use:	North: Beluga Lake South: Residential/storage/vacant East: Residential/storage West: Residential	
Comprehensive Plan:	Goal 4: Support the development of a variety of well-defined commercial/business districts for a range of commercial purposes.	
Wetland Status:	Area may be a discharge slope.	
Flood Plain Status:	Area along edge of Beluga Lake has an A21 flood plain designation.	
BCWPD:	Not within the Bridge Creek Watershed Protection District.	
Utilities:	City water and sewer are available	
Public Notice:	Notice was sent to 74 property owners of 57 parcels as shown on the KPB tax assessor rolls.	

Analysis: This subdivision is within the General Commercial 1 District. This plat combines 3 lots into 1 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.

- 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. No objections.

A development agreement is not required

Fire Department Comments: *None*

Staff Recommendation:

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

1. Include a plat note stating "Property is subject to City of Homer regulations. Check with Homer Planning prior to any development activity."
2. Update plat note #3 to map number 02122C2020E effective 10/20/2016, *Revision 17-10-0041P-020107 effective 03/31/2017....* Check with Kenai Peninsula Borough regarding panel number/format.
3. The City of Homer does not object to an exception to the roadway wide of Lakeshore Drive.

Attachments:

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

NOTES

1. BASIS OF BEARING IS FROM THE PLAT OF HOMER ONE SWAN COVE ADDN. (HM 2012-23).
2. NO FIELD SURVEY WAS PERFORMED FOR THIS REPLAT AS PERMITTED BY KPB 20.60.200(A). MONUMENTS AND DIMENSIONS SHOWN ARE PER THE RECORD PLAT OF HOMER ONE SWAN COVE ADDN. (HM 2012-23).
3. THIS LOT MAY BE SUBJECT TO FEMA JURISDICTIONAL FLOOD ZONE MANAGEMENT. FEMA FIRM PANEL 6045, NUMBER 02122C2020E DATED OCTOBER 20, 2016 IS CURRENT AT THIS PLAT'S COMPOSITION. CHECK WITH HOMER PLANNING DEPARTMENT FOR CURRENT STATUS PRIOR TO DEVELOPMENT.
4. NO PERMANENT STRUCTURE SHALL BE CONSTRUCTED OR PLACED WITHIN A UTILITY EASEMENT WHICH WOULD INTERFERE WITH THE ABILITY OF A UTILITY TO USE THE EASEMENT.
5. ANY PERSON DEVELOPING THE PROPERTY IS RESPONSIBLE FOR OBTAINING ALL REQUIRED LOCAL, STATE, AND FEDERAL PERMITS, INCLUDING A U.S. ARMY CORPS OF ENGINEERS WETLAND DETERMINATION IF APPLICABLE.
6. THE ORDINARY HIGH WATER LINE AS DIMENSIONED WAS USED FOR AREA COMPUTATIONS. THE ORDINARY HIGH WATER LINE FORMS THE LITTORAL BOUNDARY AND GENERALLY IS IN A STATE OF CHANGE.

WASTEWATER DISPOSAL

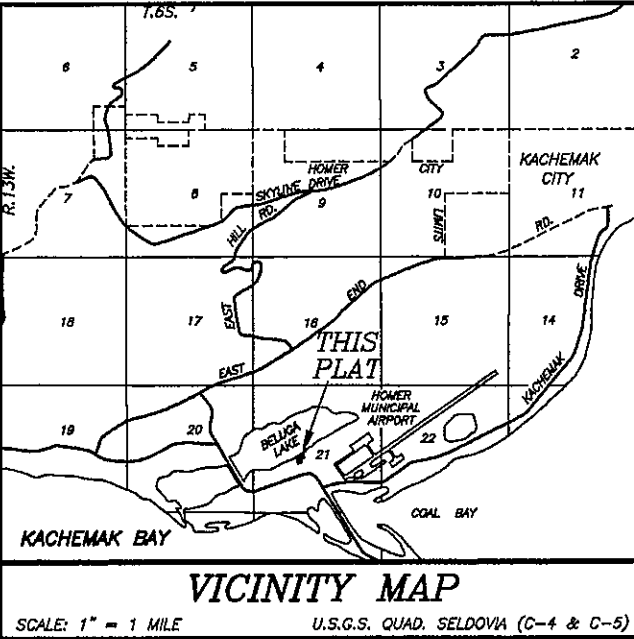
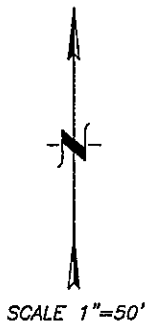
PLANS FOR WASTEWATER DISPOSAL THAT MEET REGULATORY REQUIREMENTS ARE ON FILE AT THE DEPARTMENT OF ENVIRONMENTAL CONSERVATION.

PLAT APPROVAL

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

BY: _____
AUTHORIZED OFFICIAL
KENAI PENINSULA BOROUGH

DATE _____



CERTIFICATE OF OWNERSHIP

1, THE UNDERSIGNED, HEREBY CERTIFY THAT THE NORBERG COMMUNITY PROPERTY TRUST IS THE OWNER OF THE REAL PROPERTY SHOWN AND DESCRIBED HEREON, AND ON BEHALF OF THE NORBERG COMMUNITY PROPERTY TRUST, I HEREBY ADOPT THIS PLAN OF SUBDIVISION AND BY MY FREE CONSENT DEDICATE ALL RIGHTS OF WAY AND GRANT ALL EASEMENTS TO THE USE SHOWN.

ROBERT BURL NORBERG
CO-TRUSTEE, NORBERG COMMUNITY
PROPERTY TRUST
PO BOX 1875
HOMER, ALASKA 99603

NOTARY'S ACKNOWLEDGMENT

FOR ROBERT BURL NORBERG
ACKNOWLEDGED BEFORE ME THIS _____
DAY OF _____, 2022.

NOTARY PUBLIC FOR ALASKA

MY COMMISSION EXPIRES: _____

HOMER RECORDING DISTRICT KPB FILE No. 2022-???

HOMER ONE SWAN COVE ADDN.
2022 REPLAT

THE COMBINATION OF LOTS A1, A2 AND A3,
HOMER ONE SWAN COVE ADDN. (HM 2012-23)
INTO LOT 1A-1

LOCATED WITHIN THE NE1/4 SW1/4, SEC 21,
T. 6 S., R. 13 W., SEWARD MERIDIAN, CITY OF HOMER, KENAI
PENINSULA BOROUGH, THIRD JUDICIAL DISTRICT, ALASKA
CONTAINING 2.146 ACRES

OWNERS:
THE NORBERG COMMUNITY PROPERTY TRUST
PO BOX 1875 HOMER, ALASKA 99603

GEOVERA, LLC

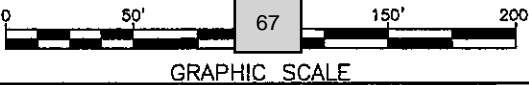
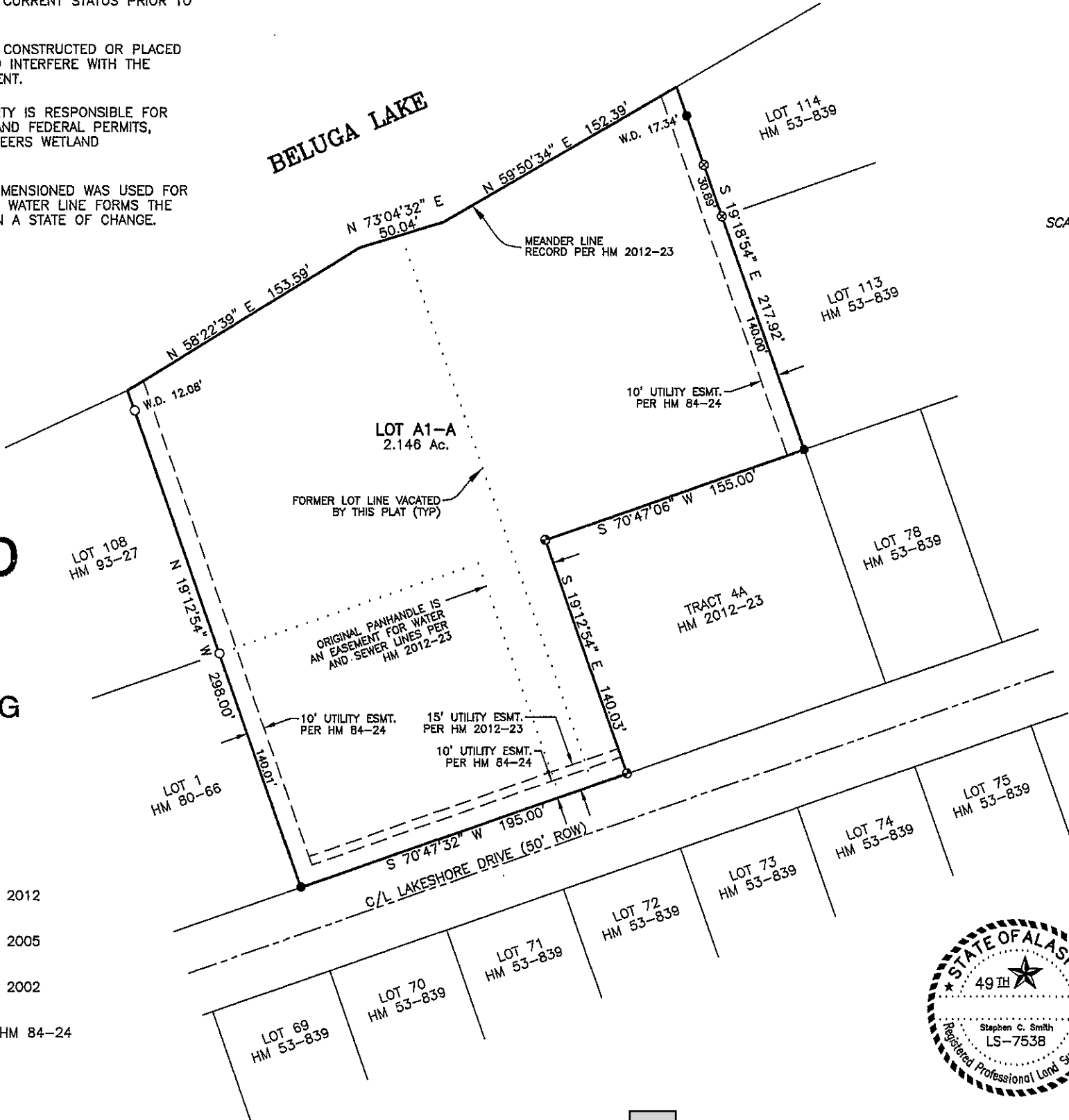
PO BOX 3235
HOMER ALASKA 99603
(907) 399-4345
EMAIL: scsmith@gci.net

DRAWN BY: SCS	DATE: SEPT. 2022	SCALE: 1" = 50'
CHK BY: SCS	JOB #2022-54	SHEET 1 OF 1

RECEIVED
SEP 20 2022
CITY OF HOMER
PLANNING/ZONING

LEGEND

- INDICATES 2" ALCAP 7610-S 2012 (RECORD HM 2012-23)
- INDICATES 2" ALCAP 7610-S 2005 (RECORD HM 2012-23)
- INDICATES 2" ALCAP 7610-S 2002 (RECORD HM 2012-23)
- INDICATES 1/2" REBAR PER HM 84-24 (RECORD HM 2012-23)



Geovera, LLC

PO Box 3235 • Homer, Alaska 99603 • (907) 399-4345 • scsmith@gci.net

September 13, 2022

City of Homer
Planning Department
Julie Engebretsen, Deputy City Planner
491 E. Pioneer Ave.
Homer, Alaska 99603

RECEIVED

SEP 20 2022

**CITY OF HOMER
PLANNING/ZONING**

RE: Homer One Swan Cove Addn. 2022 Replat

Julie,


Please find enclosed (1) full size copy and (2) 11X17 copies of the preliminary plat of Homer One Swan Cove Addn. 2022 Replat, and a \$300.00 check for the submittal fee.

This plat combines Lots A1, A2 and A3 into a single lot. This plat was prepared using record data from the plat of Homer One Swan Cove Addn. (HM 2012-23 in accordance with KPB 20.60.200(A). No field survey is being done.

The note on the parent plat referencing the FEMA FIRM panel data has been revised to reflect the current FIRM panel designation. The plat references the water and sewer service easement within the original panhandle portion of original Lots A2 and A3 as described in Note 7 of the parent plat. Those easements will remain.

Please let me know if you have any questions. You can reach me at any time at (907) 399-4345. Thanks!

Sincerely,


Stephen C. Smith P.L.S.

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:

Homer One Swan Cove Addn. 2022 Replat

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, August 3, 2022 at 6:30 p.m. In-person meeting participation is available in Cowles Council Chambers located downstairs at Homer City Hall, 491 E. Pioneer Ave., Homer, AK 99603. To attend the meeting virtually, visit zoom.us and enter the Meeting ID & Passcode listed below. To attend the meeting by phone, dial any one of the following phone numbers and enter the Webinar ID & Passcode below, when prompted: 1-253-215-8782, 1-669-900-6833, (toll free) 888-788-0099 or 877-853-5247.

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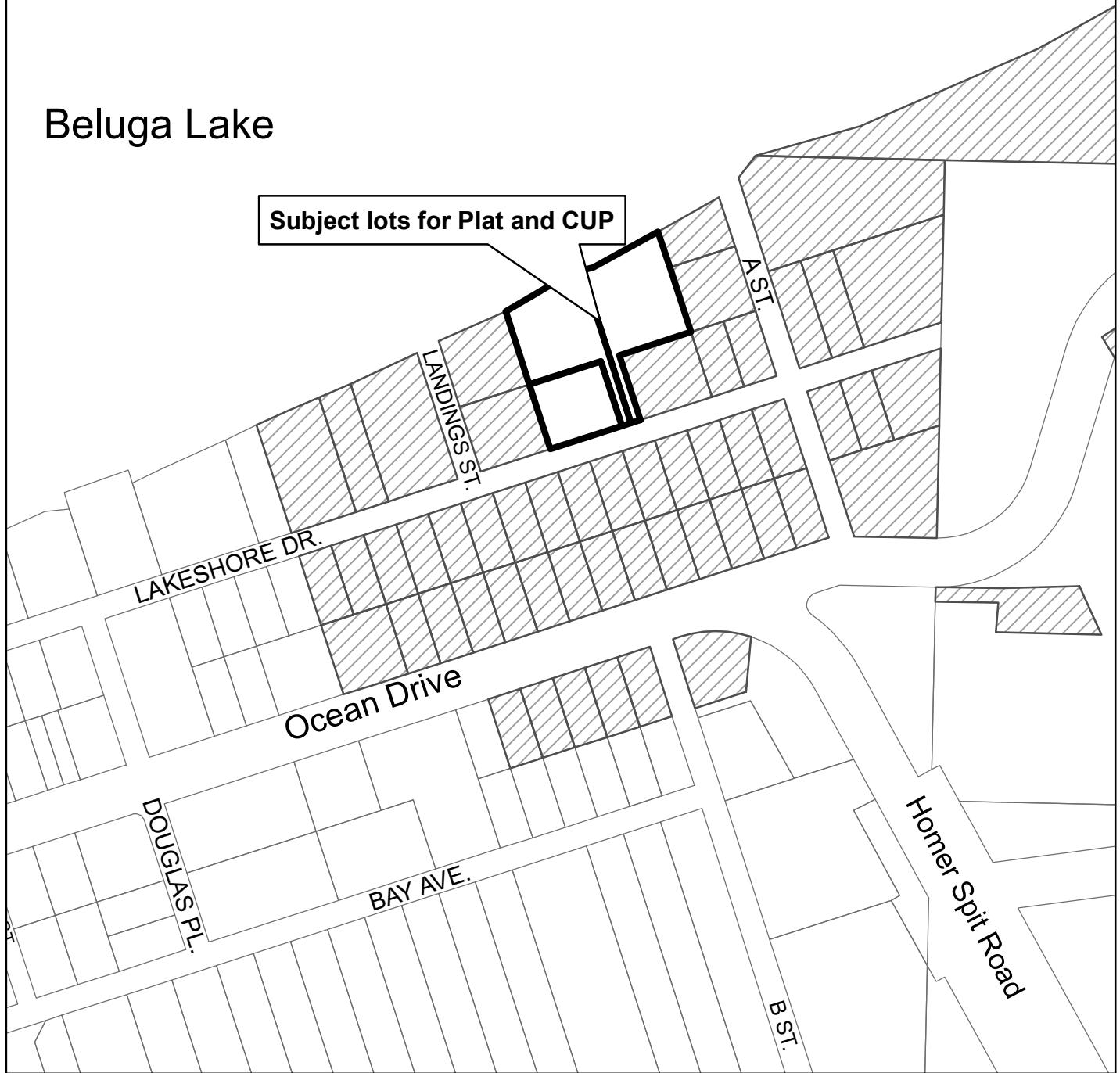
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VICINITY MAP ON REVERSE

Vicinity Map

Beluga Lake

Subject lots for Plat and CUP



City of Homer
Planning and Zoning Department

October 4, 2022

Request for Preliminary Plat and Conditional Use Permit

Marked lots are within the 500 feet
and have recieved notification.

0 65 130 260 390 520 Feet



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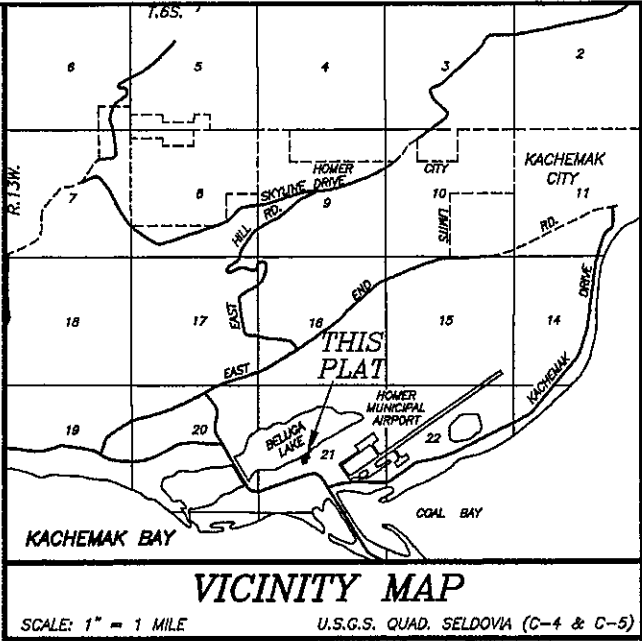
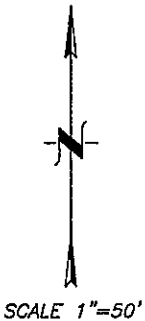
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BY: AUTHORIZED OFFICIAL
KENAI PENINSULA BOROUGH

DATE



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CO-TRUSTEE, NORBERG COMMUNITY
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HOMER, ALASKA 99603

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NOTARY PUBLIC FOR ALASKA
MY COMMISSION EXPIRES:

HOMER RECORDING DISTRICT KPB FILE No. 2022-???

HOMER ONE SWAN COVE ADDN.
2022 REPLAT

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INTO LOT 1A-1

LOCATED WITHIN THE NE1/4 SW1/4, SEC 21,
T. 6 S., R. 13 W., SEWARD MERIDIAN, CITY OF HOMER, KENAI
PENINSULA BOROUGH, THIRD JUDICIAL DISTRICT, ALASKA
CONTAINING 2.146 ACRES

OWNERS:
THE NORBERG COMMUNITY PROPERTY TRUST
PO BOX 1875 HOMER, ALASKA 99603

GEOVERA, LLC

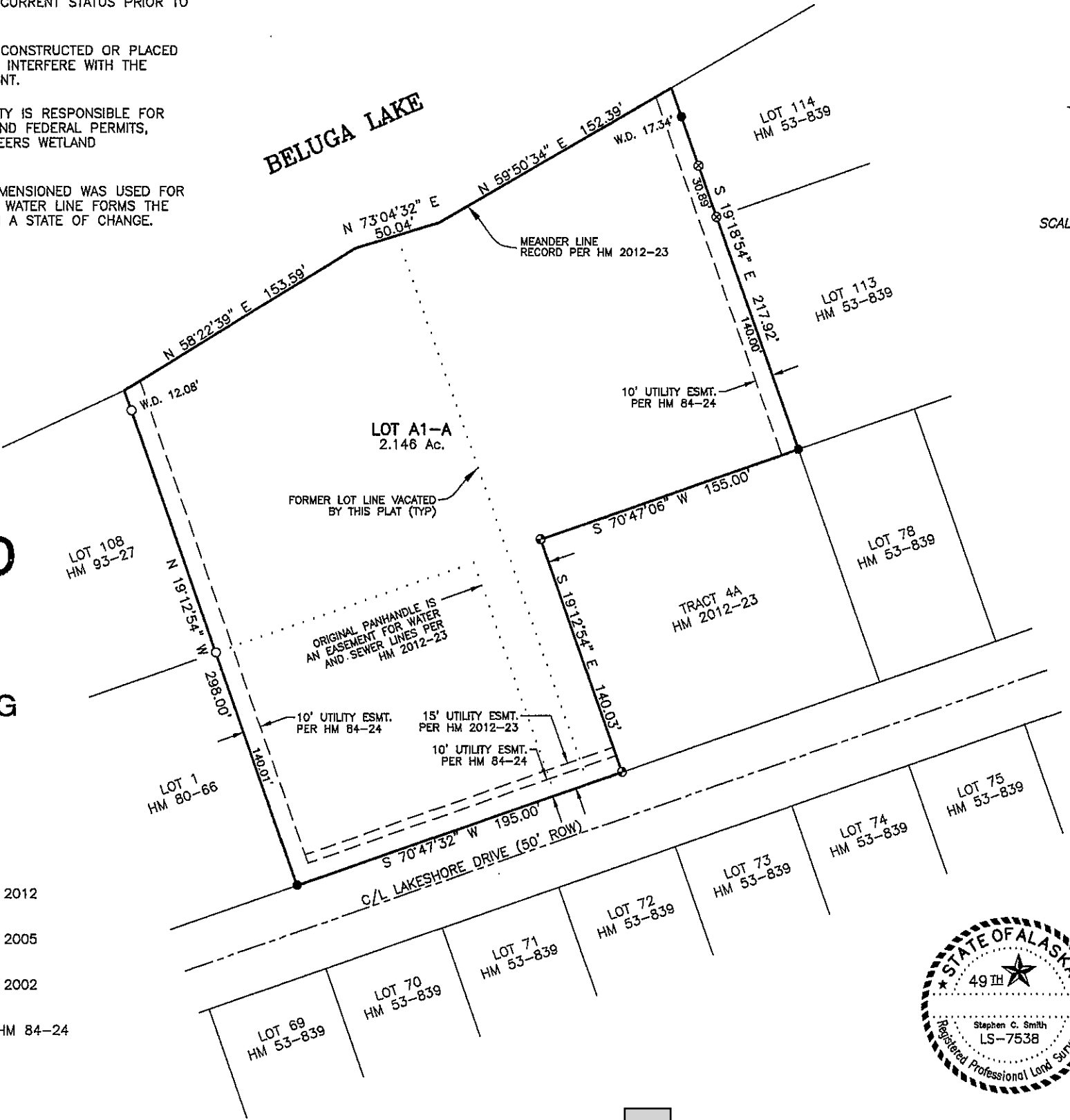
PO BOX 3235
HOMER ALASKA 99603
(907) 399-4345
EMAIL: scsmith@gci.net

DRAWN BY: SCS DATE: SEPT. 2022 SCALE: 1" = 50'
CHK BY: SCS JOB #2022-54 SHEET 1 OF 1

RECEIVED
SEP 20 2022
CITY OF HOMER
PLANNING/ZONING

LEGEND

- INDICATES 2" ALCAP 7610-S 2012 (RECORD HM 2012-23)
- INDICATES 2" ALCAP 7610-S 2005 (RECORD HM 2012-23)
- INDICATES 2" ALCAP 7610-S 2002 (RECORD HM 2012-23)
- INDICATES 1/2" REBAR PER HM 84-24 (RECORD HM 2012-23)



Aerial Map

Beluga Lake

Subject lots for Plat and CUP



City of Homer
Planning and Zoning Department

October 4, 2022

Request for Preliminary Plat and Conditional Use Permit 1450 Lakeshore Drive

Marked lots are within the 500 feet
and have recieved notification.

0 65 130 260 390 520 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

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 PL 22-64

TO: HOMER PLANNING COMMISSION
FROM: RICK ABOUD, AICP, CITY PLANNER
DATE: October 19, 2022
SUBJECT: Draft Ordinance 22-42(2-2), AN ORDINANCE OF THE CITY OF HOMER ALASKA AMENDING HOMER CITY CODE SECTIONS 11.04.120, 22.10.050 AND 22.10.051 TO SPECIFY WHEN NEW STREETS ARE REQUIRED TO PROVIDE FOR NON-MOTORIZED TRANSPORTATION

Introduction

The City Council was to hold a public hearing on this draft ordinance at their meeting of October 10th. Due to an error by the Homer News, the advertisement for the public hearing was never run and the public hearing will be moved to the next meeting. This gives the Planning Commission time for input prior to the next council meeting on October 24th. This ordinance was written by the Public Works Director. It amends titles 11 and 22. Title 22, Subdivisions is amended to reference the proposed requirements for the dedication of non-motorized transportation facilities in Title 11. My staff report is focused on title 11, where changes are made.

Analysis

Looking at the ordinance from a policy perspective, I am supportive of the concepts outlined in lines 55-90. My concern lies with the many pieces that make necessary to make defensible policies that are discernable and measurable to developers. I believe that we would want to clean up the ordinances and documents as we complete our transportation plan. The transportation plan may be able to better specify our requirements and exceptions, so that developers might have a better idea of their responsibilities. Additionally, the design criteria manual should be updated to better designate the minimum or required design standards and how they might fit with the requirements of non-motorized facilities.

In general, the proposed ordinance gives the city a position to negotiate the development of non-motorized facilities, as new subdivisions are developed. As a practical matter, the ordinance should have legal review and recommendations regarding procedures and code construction. Some concerns for legal include: reference of developer's costs on line 57, which is apparently related to dedication on line 56; requirements for showing good cause regarding exceptions; and appeal language.

Staff Recommendation

Make a motion expressing the support of the Commission for the concepts forwarded by the ordinance.

Attachments

Proposed ordinance 22-42(S-2)

Trails design criteria manual

Non-Motorized Transportation and Trails 2022 Supplement

**CITY OF HOMER
HOMER, ALASKA**

Davis/Erickson

ORDINANCE 22-42(S-2)

AN ORDINANCE OF THE CITY OF HOMER ALASKA AMENDING
HOMER CITY CODE SECTIONS 11.04.120, 22.10.050 AND 22.10.051
TO SPECIFY WHEN NEW STREETS ARE REQUIRED TO PROVIDE
FOR NON-MOTORIZED TRANSPORTATION.

WHEREAS, The Homer Non-Motorized Trails and Transportation Plan states that “*All new road construction projects will include facilities designed for non-motorized transportation,*” which “*may include sidewalks, safe crossings, separated/shared pathways, wide outside lanes, paved shoulders and striped, signed bikeways,*” but with no criteria, enforcement mechanisms or timelines; and

WHEREAS, The City of Homer has not been consistently requiring pedestrian access when new streets are being approved, in part because city code as currently formulated, does not clearly require sidewalks, but rather only easements for sidewalks, and even then only on certain streets specified in a long-outdated map; and

WHEREAS, Numerous new roads have been built in town in the past several years that lack any type of non-motorized transportation facility; and

WHEREAS, Any new standards adopted in the final draft of the Master Transportation Plan currently in process will not be applied retroactively to the projects already approved by the City of Homer; and

WHEREAS, The City is in the process of updating the Master Transportation Plan and a Non-Motorized Transportation Plan, which will address these matters, but the City Council has determined immediate remedial action is in the City’s best interests and editorial adjustments can be made at a later date, if required.

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. HCC 11.04.120 Sidewalks and non-motorized transportation corridors is hereby amended to read as follows:

11.04.120 Sidewalks and non-motorized transportation corridors.

~~a. New streets to be accepted by the City and identified as public access corridors in the adopted Homer Non-Motorized Transportation and Trail Plan shall have easements for~~

~~sidewalks, bicycle paths or other non-motorized transportation facilities to ensure convenient mobility and convenient access to parks, recreation areas, trails, playgrounds, schools and places of public assembly.~~

a. The purpose of this section is to enhance public safety, convenience and mobility by ensuring access by non-motorized traffic to places of public assembly to participate in recreational, cultural, civic, educational and essential business activities.

~~b. New streets to be accepted by the City and not identified as public access corridors in the Non-Motorized Transportation and Trail Plan may, at the developer's option, have sidewalks, bicycle paths or other non-motorized transportation facilities.~~

b. A new street to be accepted by the City for maintenance shall be required to include dedicated facilities, within the property over which the street will traverse and at the developer's cost, for non-motorized transportation, such as a sidewalk, path or trail, unless specifically exempted, where any of the following conditions exist:

1. There is an existing non-motorized transportation facility on an adjacent property, ROW or easement that could be extended to, and along, the new street.

2. The new street connects to, or comes within 100 linear feet, of an existing destination, which provides recreational, cultural, civic, educational services or essential business services.

3. The Homer 1986 Master Streets & Roads Plan, the 2005 Homer Non-Motorized Trails and Transportation Plan (NMTTP), or the 2022 Trails Work Plan, shows a non-motorized route connected to, or along, the new street.

4. The new street lies within an Area of Interest, as shown in the 2022 Trails Work Plan or its successor documents.

6. The new street lies within the Central Business District, Urban Residential Zone or Residential Office District.

~~c. Sidewalks, bicycle paths and other non-motorized transportation facilities shall be designed in accordance with the design criteria of the City of Homer Design Criteria Manual.~~

c. Exceptions. Exceptions to the requirements of this Chapter may be approved by the City Manager or designee for good cause shown including, but not limited to, the following circumstances:

1. The topography or other pre-existing physical conditions do not allow a non-motorized transportation route to be constructed per the Homer Design Criteria Manual, if a sidewalk, or the Homer Trails Design Manual, if a path or trail.

2. A means of non-motorized transportation is not warranted because:

83 **a. There is no route for non-motorized transportation that would**
84 **connect to any recreational, cultural, civic, educational services or essential**
85 **business services and**

86 **b. The existing and projected population density, for the property**
87 **through which the new road will traverse is, pursuant to the most recent version**
88 **of the Homer Comprehensive Plan, lower than the population densities projected**
89 **for the zoning districts identified in Paragraph B(6).**

90 **3. No alternative non-motorized transportation route is possible.**

91
92 **d. Drainage or Utility Easements. Non-motorized transportation routes may be installed**
93 **in utility or drainage easements, so long as the Public Works Director determines that**
94 **sufficient space, topography and other physical conditions allow for joint use.**

95
96 **e. Developer's Option. In the event a developer is not required to provide non-motorized**
97 **facilities but choses to do so anyway, the City will accept the non-motorized facilities for**
98 **maintenance, when the new street is accepted, so long as the non-motorized facilities are**
99 **designed and built in accordance with the City's design manuals.**

100
101 **f. Betterments. In the event the City desires to provide a non-motorized facility to a**
102 **design or construction standard that goes beyond what the developer is required to**
103 **provide, the City will reimburse the developer for the actual, documented cost of the**
104 **upgrade.**

105
106 **g. Design/Construction Standards. Any non-motorized facility developed under this**
107 **Chapter shall be designed in accordance with the Trail Level Design Parameters, set forth**
108 **in the current version of the City of Homer Trail Manual – Design Criteria and constructed**
109 **in accordance with the applicable provisions of the current version of the City of Homer**
110 **Construction Standards.**

111
112 **h. Liberal construction. The provisions of this chapter are remedial in nature and shall be**
113 **construed liberally so as to promote its purpose.**

114
115 **i. Appeal. Any person or persons who are affected by an action or determination taken**
116 **under this chapter may appeal said action under the appeals procedure outlined in**
117 **Chapter 21.93(e) and (f) denying an exception under HCC 22.10.055(e) and (f) shall be**
118 **taken directly to the Superior Court for the State of Alaska, within 30 days from the date**
119 **of such action.**

Section 2. Homer City Code Section 22.10.050 Improvement requirements is hereby amended as follows:

22.10.050 Improvement requirements – General.

a. The Kenai Peninsula Borough shall not release any final plat for a subdivision in the City for filing at the State Recorder's office until the subdivider or developer of the subdivision either enters a subdivision agreement for, or constructs and obtains written City approval of, the following improvements, according to the standards and procedures required under HCC Title 11:

1. Streets in all rights-of-way dedicated by the plat;
2. All other utilities and public improvements to be constructed in the rights-of-way and easements dedicated by the plat, including water, sewer, electric, communications, and gas lines, ~~as~~ **and** applicable **means for non-motorized transportation**; and
3. Abandonment or relocation of existing water or sewer service lines required due to conflict with new or relocated property lines, as required by the Public Works Department.

b. The Commission may exempt a plat from the provisions of subsection (a) of this section as provided in HCC 22.10.040.

c. The subdivider shall be required to dedicate street rights-of-way according to the standards and specifications of Chapter 11.04 HCC and the City of Homer Design Criteria Manual. **The subdivider shall be required to dedicate ROW or easements required to support non-motorized transportation facilities required by HCC 11.04.120.** Beyond a minimum of 60 feet, the subdivider may agree to a note attached to said subdivision plat providing sufficient setback to allow future expansion of the right-of-way without removal of improvements. Horizontal alignments are subject to City review; the City may require realignment of streets on proposed plats if the alignments do not conform to Chapter 11.04 HCC and the Design Criteria Manual. Final plat approval shall thus be subject to the approval of horizontal alignments by the City Public Works Engineer.

d. All street and utility main improvements to be constructed as part of a subdivision improvement **means for non-motorized transportation** project shall be constructed according to the procedures of Chapter 11.20 HCC. The City shall accept no such improvements unless a development agreement is executed prior to construction of such improvements.

e. All streets constructed as part of a subdivision improvement project shall be monumented according to the procedures of Chapter 11.20 HCC (HCC 11.20.090(d)).

Section 3. Homer City Code Section 22.10.051 Easements and rights-of-way is hereby amended as follows:

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.

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.

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.~~ **The subdivider shall be required to dedicate ROW or easements required to support any non-motorized transportation facilities required by HCC 11.04.120**

d. The City Council may accept the dedication of easements or rights-of-way for non-motorized transportation facilities that are not required by subsection (c) of this section, if the City Council determines that accepting the dedication would be consistent with the adopted plans of the City.

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

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this ____ day of October, 2022.

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

205 ABSENT:
206
207 First Reading:
208 Public Reading:
209 Second Reading:
210 Effective Date:
211

City of Homer Non-Motorized Transportation and Trails Plan 2022 Implementation Plan



City of Homer
Non-Motorized Transportation and Trails Plan
2022 Supplement

I. Overview

The City of Homer Non-Motorized Transportation and Trails Plan (“NMTTP”) was created by DOWL Engineers in 2004 as a planning document to guide the development of trails, paths, and sidewalks in the City of Homer. This 2022 Supplement does not necessarily replace the 2004 NMTTP. Rather, it addresses some immediate issues related to new/pending development, changing priorities, resources, and standards to facilitate sensible near-term planning and implementation of non-motorized transportation. A more comprehensive replacement NMTTP will be developed later.

This Supplement was developed by a team consisting of:

- Rob Dumouchel, City Manager
- Rick Aboud, Planning Director
- Julie Engebretsen, Deputy City Planner
- Matt Steffy, Parks Superintendent
- Aaron Yeaton, GIS Technician
- Janette Keiser, PE, Public Works Director



II. Approach

This Supplement considered possible non-motorized transportation routes from two perspectives:

- Perspective #1 – Which areas of the City, affected by recent or proposed development as well as important destinations, would benefit from new non-motorized transportation routes?
- Perspective #2 – Where were new routes needed to improve the function of existing non-motorized routes by providing connectivity or accessibility?

Perspective #1 – Which areas of the City, affected by recent or proposed development as well as important destinations, would benefit from non-motorized transportation routes?

The team identified four primary Areas of Interest, shown in Figure A. These areas were selected because of the extent to which recent development has affected, or the potential for future development could affect, the way people flow from the developments to important destinations. Further the four areas were identified as high priority due to their lack of non-motorized infrastructure as well as their proximity to schools, new residential construction, and recreational opportunities.

Area of Interest #1 – West Homer (See Figure B)

This area is currently undergoing rapid development. The City is attempting to address pedestrian access through this area by coordinating with developers involved with on-going design/construction as well as adjacent land owners. For example, West Fairview Avenue will be connected to Eric Lane, as part of a pending development. This connection should have a sidewalk/path at least on one side. Further,

discussions are underway with a landowner at the current terminus of West Fairview to develop trails across their property that would connect Fairview Avenue south to Soundview Avenue by accessing a City culvert easement.



Fairview Ave looking east

The Reber Trail currently connects to the terminus of West Fairview Avenue, providing a popular scenic hike and transportation route to Reber Road off of West Hill Road. Trails counters have measured up to 500 people per week using this trail. The northern-most 300 feet is steep, making it very difficult for most users to climb year round, and particularly dangerous in the winter. This section needs an additional switchback to improve the accessibility of this trail.

Fairview Avenue should allow non-motorized use from Bartlett Street to West Hill Road, through a combination of widened shoulders, sidewalks and trails. Connectivity to West Hill could be through Seascape Drive.

A non-motorized route on West Hill Road should be installed to direct pedestrians and bicyclists from the Sterling Highway to the Reber Trail. This would protect non-motorized traffic from the most dangerous switchback on West Hill Road. It would also connect with the City's non-motorized network, at Eric Lane and further north, at the Reber Trail.

The Karen Hornaday Park should be connected with a wilderness trail to a City-owned parcel on the ridge above the Park. This would provide access to, and use of, this parcel.

Area of Interest #2 – East Homer (See Figure C)

There has been, and continues to be, a lot of development in this area, which is home to multiple important destinations including the Quiet Creek residential subdivision, Homer High School and Glacier View Baptist Church. There are dedicated trail easements in the Quiet Creek subdivision that should connect to the existing trail system on the High School property.

There is a small connector that comes down South Slope Drive to (New) Nelson Avenue that should be developed and maintained.

There is also a dedicated easement that connects Old Nelson Avenue to the High School and the Glacier View Baptist Church and ultimately, to the existing sidewalk along East End Road. A path should be developed in this easement.



South Slope Connector Path

Area of Interest #3 – Town Center (See Figure D)



ADA ramp on Poopdeck Extension Trail

The Town Center consists of a mixture of land ownership, including Cook Inlet Regional Incorporated, Kachemak Heritage Land Trust, City of Homer, and various private parcels. Access is needed from east to west branching off of the existing Poopdeck Trail system. The Poopdeck Trail system is one of Homer's most popular trails. Trail counters have measured up to 160 users/week.

Area of Interest #4 – Beluga Slough (See Figure E)

The Beluga Slough area, rich natural resources, is owned/maintained by the USFWS and the City of Homer. There is an existing boardwalk and trail that connects the Islands and Oceans Visitor Center with Bishop's Beach Park. Numerous local natural resource agencies have expressed a high level of interest in extending the boardwalk to prevent pedestrians from straying into the slough, and its surrounding wetlands. This is because this straying adversely impacts the slough's ecological function as well as breeding migratory birds. Also, the slough is listed as salmon habitat in Alaska's anadromous inventory.

The goal is to ultimately connect the boardwalk from its existing location to the intersection of Lake Street and the Sterling Highway. There are two possible ways of accomplishing this. The first possible route crosses private land owned by the Aspen Hotel and sticks to the edge of the green, upland-ish areas of the slough.

The second possible route is situated entirely on City property, coming off the end of East Bunnell Avenue. Multiple natural resource agencies would be interested in this route and possibly, willing and able to partner with the City in its development, including: Islands & Oceans, Kachemak Bay National Estuarine Research Reserve, and Center for AK Coastal Studies.



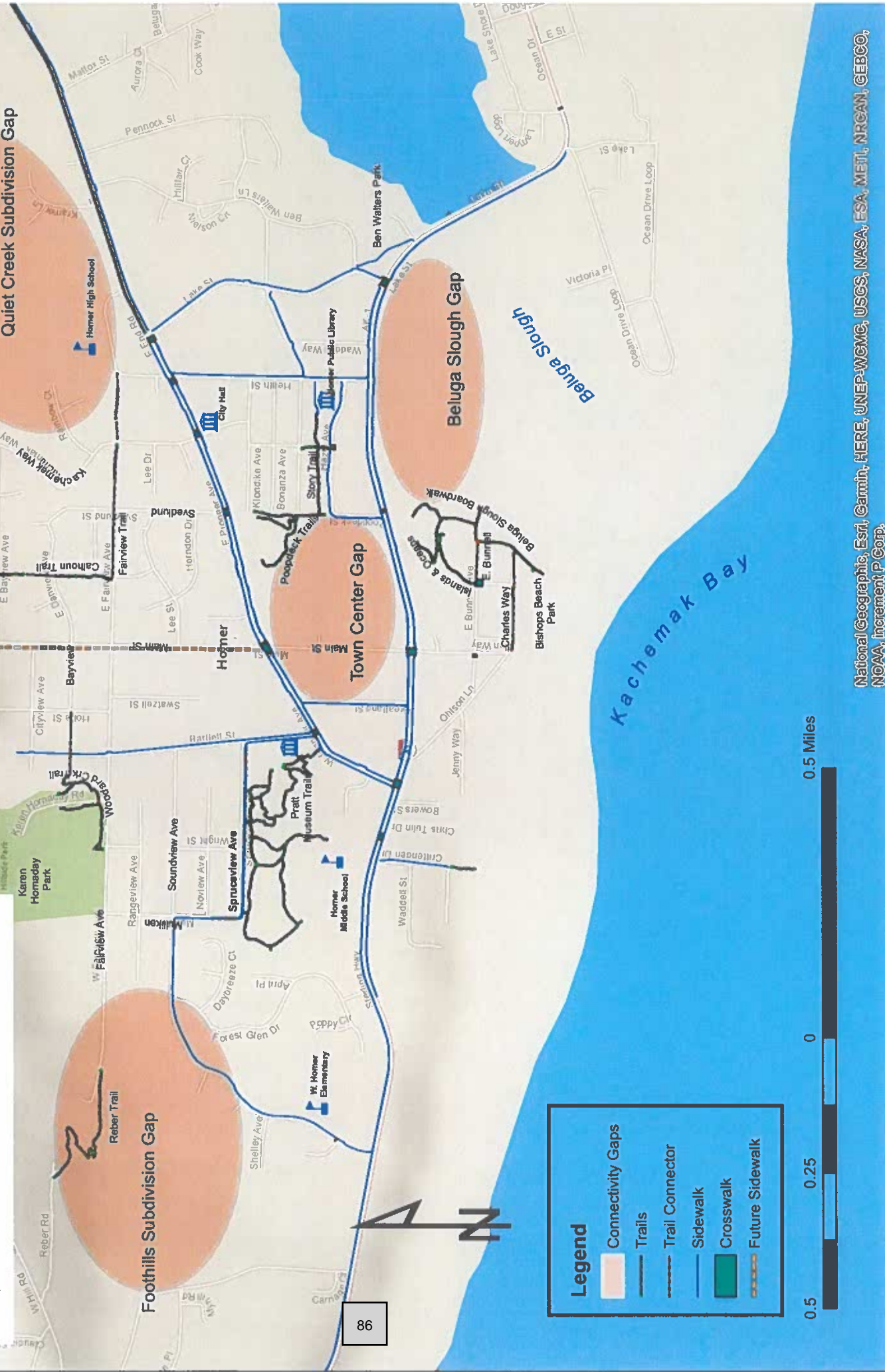
Perspective #2 – Where were routes needed to improve the function of existing non-motorized routes by providing connectivity or accessibility? This perspective addressed the function of trails, etc., as elements of transportation infrastructure to get to and from destinations, not just as recreational assets.

From this perspective, the following projects that would improve connectivity and/or accessibility, were identified. These projects are listed in order of priority and are shown on Figure B. Most of these routes fall within the Areas of Interest and are listed in the City of Homer Public Works Department 5-year Capital Improvement Program.

A. Sidewalks		Area of Interest
1. Main Street – North of Pioneer		General
2. West Fairview Avenue		West Homer
3. Ben Walters Way		General
4. Svedlund/Herndon to Senior Center		General
5. Main Street – South of Pioneer to Sterling Highway		Town Center
6. Main Street – Sterling Highway to Bishop’s Beach		General
B. Trails		
1. Karen Hornaday Park – ADA Pedestrian Access Trail		West Homer
2. Upper Reber Trail grade improvements		West Homer
3. Old Nelson Trail		East Homer
4. Bishop Beach Sculpture Trail		Beluga Slough
5. Bishop Beach Wetland Trail		Beluga Slough
6. Beluga Slough Boardwalk Extension		Beluga Slough
C. Paths		
1. East Fairview Avenue		East Homer

City of Homer: Pedestrian Features and Connectivity Gaps

Figure A



National Geographic, Esri, Garmin, HERE, UNEP-WCMC, USGS, NASA, ESA, METI, NRCAN, GEBCO, NOAA, increment P Corp.

WEST HOMER
Figure B

C.O.H. Parcel: Natural Area

Karen Homaday Park

Fairview Ave

Randview Ave

Southview Blvd

Springview Ave

Middle School Trails

Pratt Museum Trails

West Homer Elementary

Homer Middle School

Crittenden Trail

1,000 Feet

0

500

1,000

Legend





-  Area of Interest
-  Future Sidewalk
-  Existing Sidewalk
-  Existing Trails
-  Crosswalk
-  Proposed Sidewalk
-  Proposed Trail

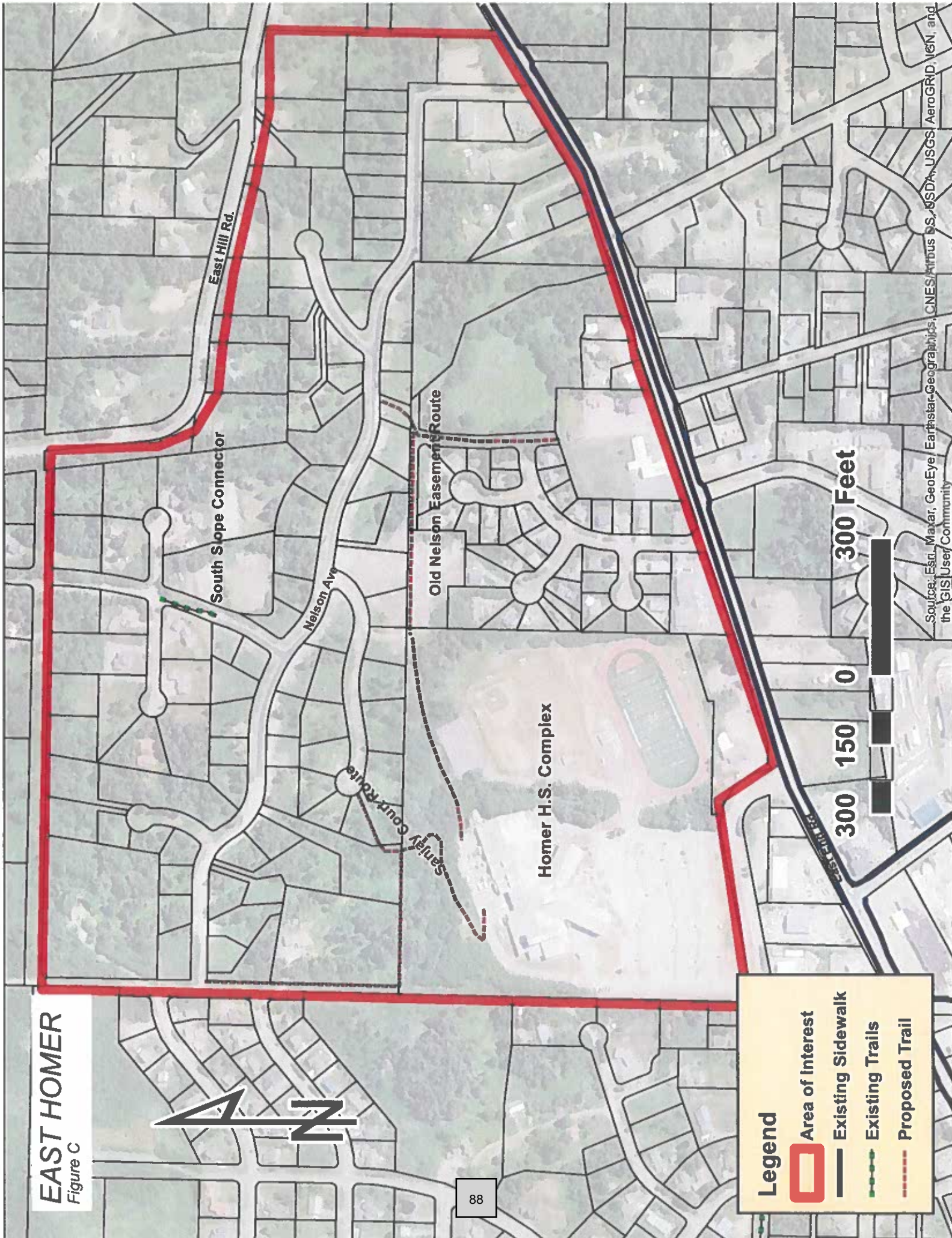
EAST HOMER

Figure C

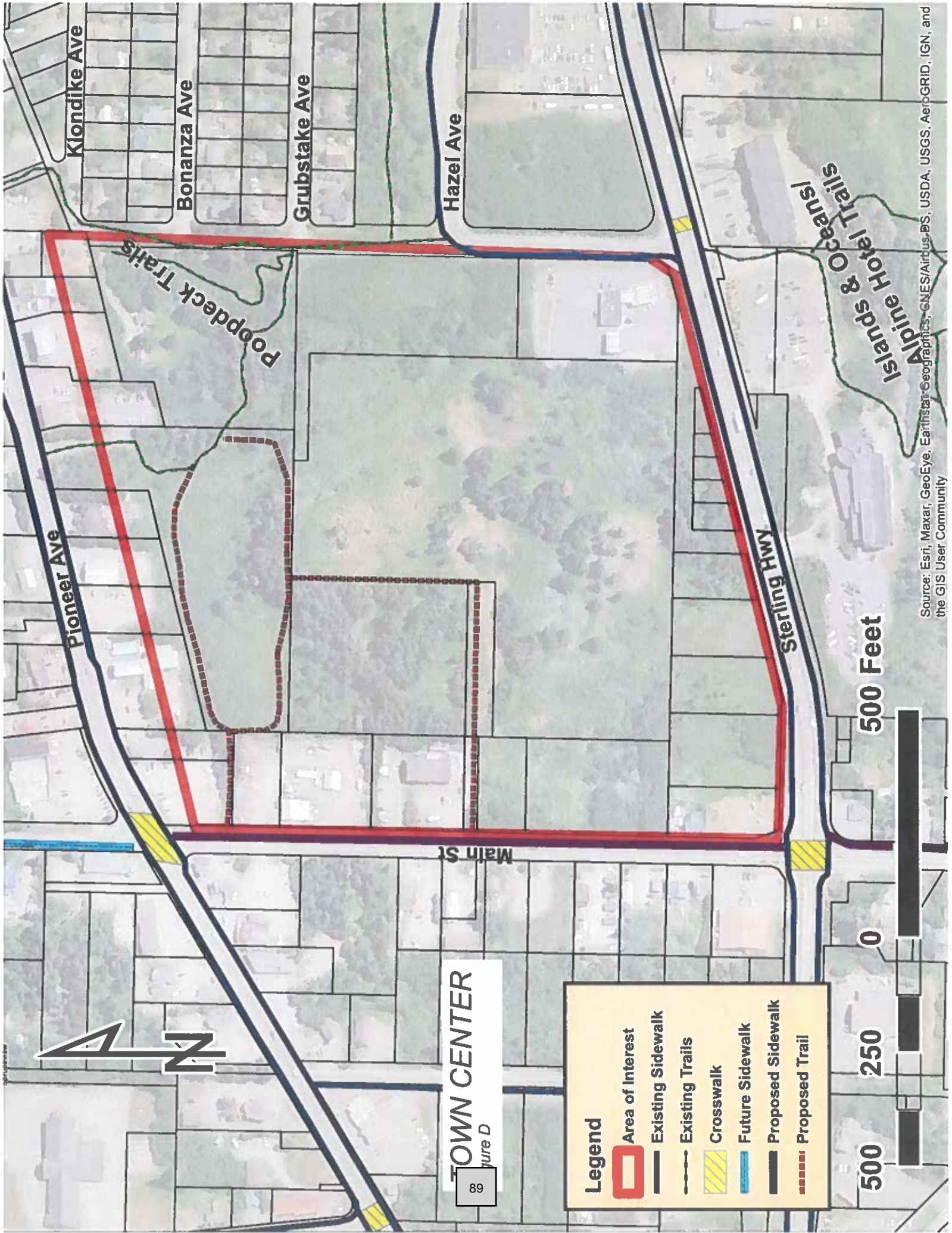


Legend

-  Area of Interest
-  Existing Sidewalk
-  Existing Trails
-  Proposed Trail



Source: Esri, Maxar, GeoEye, Earthstar-Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

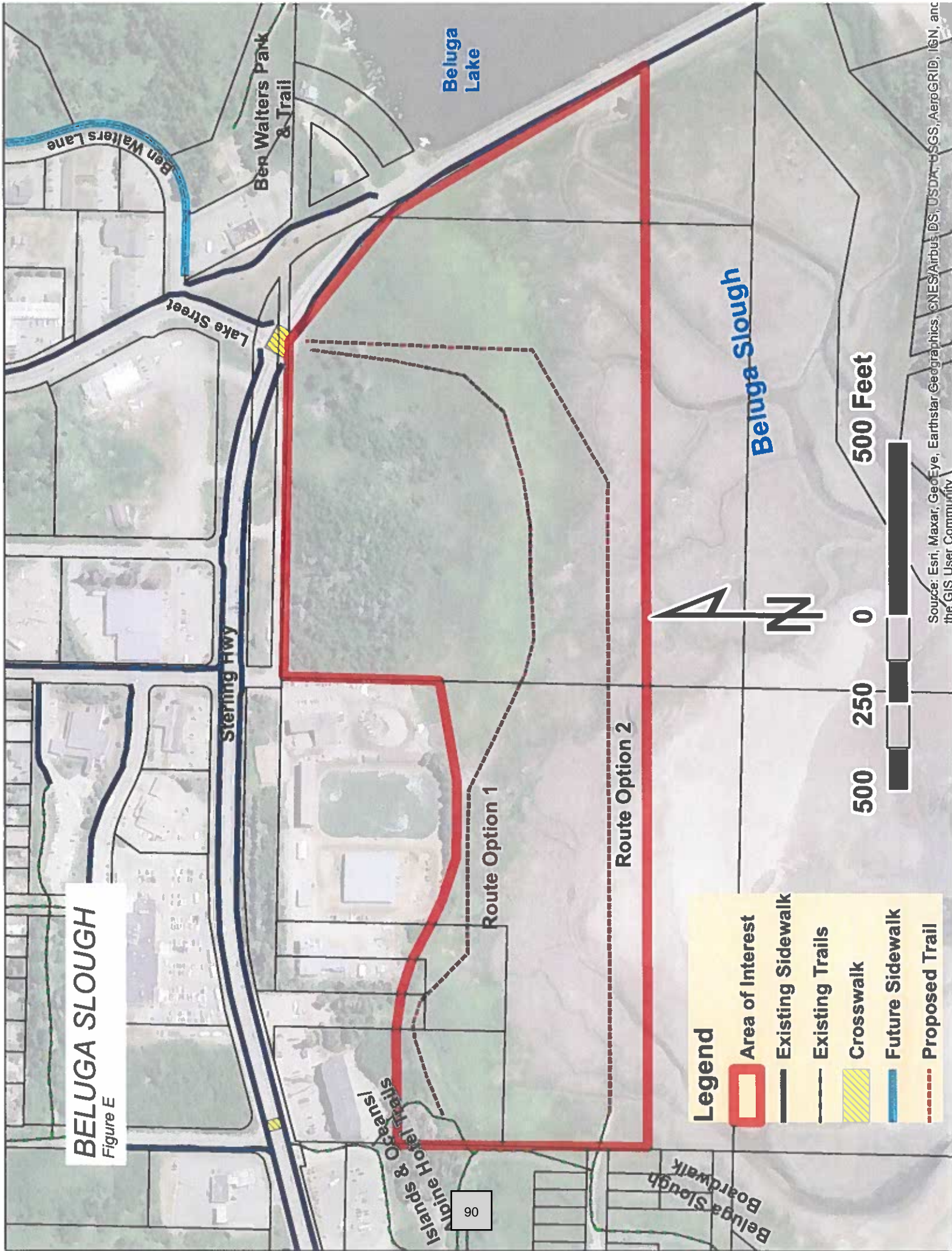


TOWN CENTER
Figure D
89

Legend

- Area of Interest
- Existing Sidewalk
- Existing Trails
- Crosswalk
- Future Sidewalk
- Proposed Sidewalk
- Proposed Trail

Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus-DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community



BELUGA SLOUGH
Figure E

- Legend**
- Area of Interest
 - Existing Sidewalk
 - Existing Trails
 - Crosswalk
 - Future Sidewalk
 - Proposed Trail

City of Homer

TRAIL MANUAL

Design Criteria



City of Homer Design Criteria Manual
Article 5.13

Non-Motorized Trails and Public Access Easements

Adopted: February 9, 2009

Prepared By: Casey Planning & Design and Wm. J. Nelson & Associates, Kenai, Alaska

Table of Contents

	PAGE
A. INTRODUCTION	
1. General	5
2. Codes and Regulations	6
3. Resource Information	9
B. TRAIL & EASEMENT PLANNING	
1. General	13
2. Planning and Approval Process	13
3. Submittal Requirements	14
4. Review Checklist	15
TRAIL LEVEL DESIGN PARAMETER MATRIX	16
5. Trail Selection & Planning Criteria	17
C. HOMER TRAIL TIERS - PLANNING & DESIGN CRITERIA SUMMARIES	
1. General	21
2. Description of Trail Tiers	21
LEVEL 1 Backcountry Trail	22
LEVEL 2 Recreation Corridor	24
LEVEL 3 Semi-Improved Trail	26
LEVEL 4 Fully Improved Trail	28
LEVEL 5 High Use Trail	30
D. GENERAL TRAIL DESIGN CRITERIA	
1. General	33
2. Trail Alignment	33
3. Grade & Cross Slope	37
4. Widths	40
5. Trail Construction	43
6. Structures	44
7. Wetlands, Water Crossings & Drainage	46
8. Traffic Control, Access & Safety	48
9. Amenities	49
10. Special Uses & Considerations	50

A. INTRODUCTION

I. GENERAL

This is an article of the Homer Design Criteria Manual. It is supplemental to and based upon the Homer Non-Motorized Transportation & Trails Plan (HNMTTP). Criteria in this section provides specific direction for planning and designing trails in public access easements.

The HNMTTP articulates the goals of the community regarding trails, and provides city officials and developers specific direction for creating a comprehensive network of non-motorized transportation and recreation routes in the City of Homer. It states that “by establishing a truly superb trails network that enables visitors and residents alike to travel safely and comfortably through Homer without the need for an automobile, the community will capitalize on its outdoor culture and unmatched natural setting.”

a. Objectives

The intent of this article is to provide guidelines and design criteria for establishing public access easements and for designing trails within such easements. City of Homer officials will use the criteria provided in this chapter to review subdivision applications, easement proposals, and development plans for trails with public access easements. The criteria will help protect the health, safety and welfare of the public while minimizing maintenance, environmental impact, and liability concerns for the City of Homer.

Based on meeting the criteria set forth in this article, the City of Homer accepts public access easements and approved trails that are constructed within those easements. The City of Homer is responsible for maintenance of all accepted trails. The purpose of this article is to provide a uniform set of design criteria that results in trails that are planned and constructed appropriately for their location and purpose. It is also a resource for owners and designers in navigating the planning and construction process.

This article provides criteria for both the planning and design phases of a trail project. Planning criteria focuses on identifying the appropriate trail type, trail uses, location, alignment, connectivity, and access. Design criteria and guidelines address the specific design parameters and details needed to construct each trail in a manner that suits the location and use, for maximum access and minimal impacts and maintenance.

b. Applicability

Those who need to comply include:

- Subdivision projects that include a public access easement, whether it is required by Homer City Code, required or recommended in an adopted plan, or a voluntary effort by the owner;
- Projects proposing to dedicate a public access easement and construct a trail, either required or voluntary;
- Trail construction projects within already platted public access easements or within public recreation areas.

INTRODUCTION

c. How to Use This Document

Consult the Homer City Code and review the Homer Non-Motorized Transportation & Trails Plan (HNMTTP) to identify any trail requirements that apply to the property. After determining that a trail is required or desired on a piece of property, the owner, sub divider, designer, or project manager, herein referred to as the “**Responsible Party**”, reviews the Trail & Easement Planning section of this article to understand the review process and begin to identify which trail level best fits the project. By reviewing the Trail Level Design Parameters Matrix on page 16, the Trail Level Summaries, and the Trail Selection & Planning Criteria to analyze the site, the Responsible Party should be able to select a trail level that best suits the project. Use the Trail Design Criteria to assist with fine-tuning the alignment of the easement and the design of the trail.

Developers and project designers shall adhere to the criteria in this article and the referenced documents unless compliance with such criteria is found to be unsafe or in conflict with the goals of the Design Criteria Manual or the HNMTTP, or where physical conditions restrict the ability to meet design criteria. This article gives the City of Homer Public Works Director the ability to approve alternative design solutions where required by extenuating circumstances. The Responsible Party is responsible for ensuring all trail projects meet safety standards.

d. Abbreviations and Acronyms

AASHTO	American Association of State Highway and Transportation Officials
ADA	Americans with Disabilities Act
ADAAG	Americans with Disabilities Act Accessibility Guidelines
ATBCB	U.S. Architectural and Transportation Barriers Compliance Board
ADOT&PF	Alaska Department of Transportation and Public Facilities
FHWA	Federal Highway Administration
IMBA	International Mountain Bike Association
MUTCD	Manual on Uniform Traffic Control Devices
HNMTTP	Homer Non-Motorized Transportation and Trail Plan
OHM	Ordinary High Water Mark
UFAS	Uniform Federal Accessibility Standards
USDA	United States Department of Agriculture

2. CODES AND REGULATIONS

a. Homer City Code

Homer City Code 11.04.058 Design Criteria Manual--Adopted. The City of Homer adopts by reference the "Design Criteria Manual for Streets and Storm Drainage," dated April, 1985 and revised February 1987. The "Design Criteria Manual" shall augment the standards of this chapter and shall govern site reconnaissance, survey and soils and design for streets and storm drains. (Ord. 87-6(S) 1(part), 1987).

b. ADA Accessibility Requirements and Resources

The Americans with Disabilities Act (ADA), passed by Congress in 1990, prohibits discrimination on the basis of disability. **ADA Standards for Accessible Design** (Department of Justice title III regulation 28CFR Part 36, Appendix A) are the adopted regulations, and they apply to “Places of Public Accommodation and Commercial Facilities” (private sector), “State and Local Government Facilities”, and “Transportation Facilities”. www.access-board.gov

Additionally, there are design *guidelines* for accessibility that are written and produced by the U.S. Architectural and Transportation Barriers Compliance Board (aka ATBCB or Access Board) that may apply to pedestrian facilities, including trails. Whether or not these are adopted by the federal government, compliance is recommended, as they represent the current thinking and may likely become the adopted standards. The City of Homer expects all trail projects to adhere to applicable standards and to most recently developed guidelines.

Accessible Trail Design. It is the responsibility of the owner (Responsible Party) to determine which standards or guidelines apply to their project. The following information may be of assistance:

ADAAG (ADA Accessibility Guidelines) 2002 These are the Access Board’s accessibility guidelines, which include a combination of adopted standards and recommended guidelines. Recent (2004) supplements to ADAAG cover play areas, state and local government facilities, and some recreation facilities, such as amusement rides, fishing and boating facilities, golf courses, and sports facilities.

(DRAFT) Guidelines for Outdoor Developed Areas Additional supplements to ADAAG have been drafted by the ATBCB and (as of January 2009) but not yet approved, including guidelines for outdoor developed areas and public rights-of-way. These guidelines may apply to trail projects within the City of Homer. The federal government recognizes that not all trails can or should be constructed to be accessible, such as when it will result in irresponsible damage to the environment. Therefore, the ATBCB Guidelines for Outdoor Developed Areas include allowances and exemptions to providing accessible trails.

The design criteria for achieving “accessibility” on a **trail** is different than that for the pedestrian access routes for facilities currently required by ADA. A **trail**, as defined by the Access Board is **“a route that is designed, designated, or constructed for recreational pedestrian use or provided as a pedestrian alternative to vehicular routes within a transportation system.”**

Accessible trails are required when connecting to accessible trail heads or to other accessible trails, elements, or spaces. Where an accessible trail is provided, the amenities along that trail must also be accessible.

The U.S. Department of Transportation Federal Highway Administration (FHWA), which oversees implementation of accessibility standards within public rights-of-way, has produced **Designing Sidewalks and Trails for Access; A Best Practices Design Guide, 2001**.

INTRODUCTION

c. Environmental Permitting

The following list is provided as a resource for project planning and may not include all information necessary for all projects. The Responsible Party shall identify and obtain all necessary permits prior to easement dedication and/or trail construction.

For multi-agency information regarding environmental permitting on the Kenai Peninsula, contact the [Kenai River Center](#), 514 Funny River Road, Soldotna. 907-714-2478, or online at www.kenairivercenter.org Agencies located in this office indicated with *.

U.S. Army Corps of Engineers - Administers Section 404 of the Clean Water Act; oversees permitting for projects in waters of the U.S., including wetlands. Kenai Field Office, 805 Frontage Road, Kenai 907-283-3519. Online at www.poa.usace.army.mil/reg

State of Alaska at www.state.ak.us

Department of Environmental Conservation, Division of Water. For projects requiring a National Pollutant Discharge Elimination System (NPDES) permit, such as when construction activity disturbs more than 1 acre of land. www.dec.state.ak.us/

Department of Fish and Game, Division of Wildlife Conservation. A Special Area Permit is required for many land and water use activities, including any construction activity in a designated state refuge, critical habitat area, or sanctuary. www.adfg.state.ak.us/

* Department of Fish and Game, Division of Habitat. Authorization from this agency is needed for work in designated anadromous fish streams or other fish-bearing waters.

State of Alaska Department of Natural Resources, Division of Coastal & Ocean Management. For projects within the Kenai Peninsula Coastal District.

State of Alaska Department of Natural Resources, Division of Parks and Outdoor Rec., Office of History & Archaeology. Section 106 of the National Historic Preservation Act requires review of any project funded, licensed, permitted, or assisted by the federal government for impact on significant historic properties. www.dnr.alaska.gov

* **Kenai Peninsula Borough. Coastal Management Program, Floodplain Administration, Habitat Protection.** Issues permits and/or guidance for other agency permits for projects in coastal zones, and those within 50 feet of salmon streams. For more information contact the [Kenai River Center](#) or visit www.kenairivercenter.org

City of Homer - Contact the Planning & Zoning Department to determine whether the project requires any City of Homer development permits. Construction activities, such as clearing, grading or paving, can trigger the need for such permits. www.ci.homer.ak.us/

3. RESOURCE INFORMATION

a. References and Design Resources

The following resources were used in the development of design criteria for this article, and may provide additional useful information for project designers.

United States Access Board Resources www.access-board.gov

[ADA Standards for Accessible Design](#)

[ADAAG 2002](#) - ADA Accessibility Guidelines for Buildings and Facilities provides design standards and design guidelines for numerous facilities.

[ATBCB Guidelines for Outdoor Developed Areas, 2007 \(DRAFT\)](#). Includes guidelines for accessibility on trails designed for pedestrian use.

[ATBCB Guidelines for Public Rights-of-Way, 2005](#). Includes accessibility guidelines for sidewalks and pedestrian amenities within public rights-of-way.

American Association of State Highway and Transportation Officials (AASHTO) www.transportation.org

[A Policy on Geometric Design of Highways and Streets](#).

[Guide for Planning, Design, and Operation of Pedestrian Facilities, 2004](#)

[Guide for the Development of Bicycle Facilities, 1999](#).

USDA Forest Service www.fs.fed.us

U.S. Department of Transportation Federal Highway Administration www.fhwa.dot.gov www.fhwa.dot.gov/environment

[Designing Sidewalks and Trails for Access. Best Practices Design Guide](#)

[MUTCD \(Manual of Uniform Traffic Control Devices\)](#)

[Wetland Trail Design and Construction](#)

[Equestrian Design Guidebook for Trails, Trailheads, and Campgrounds](#)

[Trail Construction and Maintenance Handbook](#)

Rails-to-Trails Conservancy www.railstotrails.org

[Trails for the Twenty-First Century](#)

International Mountain Bike Association IMBA www.imba.com

Alaska Trails www.alaska-trails.org

INTRODUCTION

b. Definitions

ACCESSIBLE TRAIL - A trail designed for use by pedestrians which is constructed to meet the accessibility criteria established by ATBCB for trails in outdoor developed areas with respect to grades, cross-slope, amenities, and surfacing.

BICYCLE - A vehicle propelled solely by human power upon which a person may ride, having two, three or four wheels.

CROSS SLOPE - The slope measured perpendicular to the direction of travel. For the purposes of this article, cross-slope refers to the trail itself, versus the general side slope of the natural terrain upon which the trail is constructed.

FILL - Material placed above the original or natural ground lines.

FULL BENCH TRAIL - A trail constructed on a cut slope. No part of the trail is built over fill material.

GEOTEXTILE - See current edition of Homer Standard Construction Specifications.

GRADE - The slope parallel to the direction of travel, measured in percent. For example, a 1 foot change in vertical elevation on a 50 foot long section of trail has a 2% grade.

GRADE REVERSAL - A change in the direction of the running grade along a trail, from uphill, to downhill, and vice versa. Used to control erosion.

HALF RULE - A general rule used when determining the grade of a trail on a hillside. The trail grade should be no more than half the side slope grade.

INTERSECTION - Area where two or more trails or roadways meet or cross.

MEAN (ORDINARY) HIGH WATER MARK - A line on the shore established by the fluctuations of water and indicated by physical characteristics such as clear, natural line impressed on the bank, shelving, changes in the character of soil, destruction of terrestrial vegetation, the presence of litter and debris, or other appropriate means that consider the characteristics of the surrounding areas.

MULTI-USE TRAIL - A trail designed for more than one type of user, or use, such as bicycles and pedestrians, or for transportation and recreation.

NFS (Non Frost Susceptible) - A classification for soil that is not as likely to be affected by seasonal freezing and thawing. Nonorganic soil containing less than three percent (3%) by weight, of grains smaller than .02mm obtained from minus three inch (3 in.) material.

NON-MOTORIZED - Trail recreation by modes such as bicycle, pedestrian, equestrian, skate, or ski. May include electric wheelchairs.

OBSTACLE - A physical object that limits the horizontal or vertical passage space, by protruding into the circulation route and reducing the clearance width of a trail.

INTRODUCTION

PAVEMENT - Surfacing constructed with asphaltic concrete (AC), Portland cement concrete (PCC) or dry laid concrete pavers.

PASSING SPACE - A widened section along a trail to allow for two users to more comfortably or safely pass one another.

PEDESTRIAN - A person on foot or who is using an assistive device, such as a wheelchair, for mobility. Pedestrians, for the purpose of this document, may include those using electrically powered mobility devices.

PPP (POROUS PAVEMENT PANELS such as GeoBlock or EcoGrid) - Porous pavement panels are three-dimensional, structural hi-density polyethylene panels designed to provide a durable wear surface and load distribution system.

PUNCHEON - Short-span footbridges or a series of short-span footbridges supported by sleepers.

RAMP - A sloped transition between two elevation levels. In reference to ADA accessibility, a portion of an accessible pedestrian walkway with a running grade $>5\% \leq 8.33\%$, for a maximum rise of 30 inches.

RESPONSIBLE PARTY - The property owner, either private or public.

SIDE SLOPE - Existing cross-slope of the natural terrain.

SIGHT DISTANCE - the length of a roadway visible to a trail user; the distance a person can see along an unobstructed line of sight.

SHOULDER - The area directly adjacent to either side of the trail surface.

TRAIL - As used in this article, a trail is a path or route identified and/or constructed for the purpose of non-motorized recreation and/or transportation. It may be located within an public access easement or right-of-way, or on public property.

TRAIL PROFILE - An elevation or cross-section through a trail easement, showing the proposed design of the trail and adjacent

TRAIL SEGMENT - That portion of a trail that lies between two intersections or destinations and is consistent in its design and use for it's entire length. Most trails are composed of multiple trail segments.

TRAIL SPUR - A short segment of trail that leads off a trail and connects the user to a nearby point of interest, such as an overlook, restroom, or picnic area.

TRIP GENERATOR - Any origin or destination that a trail user may be traveling to or from, including public facilities, residential or commercial areas, or another trail.

UNDERDRAIN - Drainage technique for allowing water to flow under the tread of low use, rustic trails, such as Level 1 or 2 trails.

VERTICAL CLEARANCE - Minimum unobstructed vertical passage space required along a sidewalk or trail.

B. TRAIL & EASEMENT PLANNING

I. GENERAL

This section provides guidelines for the planning of public access easements and non-motorized trails within and near the City of Homer. The criteria established in this section also provides the basis for review and approval by the City of Homer, prior to accepting public access easements or constructed trails. Proposed easements or trails that are in conflict with this article, the HNMTTP, the Homer Comprehensive Plan, or any other adopted plans, will not be approved.

The purpose is to ensure that access easements and trails are planned and designed to result in a cohesive network of safe, enjoyable, low maintenance trails that blend with the varied landscapes of Homer and offer year round transportation and recreation opportunities for the citizens and visitors of Homer.

2. PLANNING & APPROVAL PROCESS

The following is an outline of steps that the Responsible Party may need to follow to dedicate public access easements or to construct trails on public property or within public access easements or rights-of-way. This process may vary depending on the individual circumstances of each development project.

Table B-I Outline of the Planning & Approval Process

PLANNING PHASE I Preliminary Plat or Easement Dedication
<ul style="list-style-type: none">– Research and Analysis - The Responsible Party reviews adopted plans and ordinances for any trail requirements or recommendations, conducts site analysis, and uses Trail Planning Criteria to begin to identify an appropriate trail level, location, alignment and use.– Discuss the trail project with the City of Homer Planning & Public Works Departments, and environmental permitting agencies to identify issues and adjust the trail proposal.– Conduct preliminary engineering as necessary to fine-tune the trail level, location and alignment. Develop a trail plan & profile, typical sections, and cross-sections at 50 foot intervals, or as required by Public Works.– Submit a preliminary plat application or a proposal for easement dedication, based on the planning criteria of this chapter, to the City of Homer Planning Department. See following page for submittal requirements.
PLANNING PHASE II Final Plat, Easement Dedication, or Subdivision Agreement
<ul style="list-style-type: none">– Field locate and survey the final trail alignment as necessary to ensure it meets planning and design criteria.– Obtain environmental permits.– Submit final plat or easement dedication to City of Homer Planning Department.
CONSTRUCTION PHASE Subdivision Agreement or Construction Permit
<ul style="list-style-type: none">– Submit trail construction documents to the City of Homer Department of Public Works for review and approval.– Trail construction.– City of Homer inspection of the constructed trail.

B. TRAIL & EASEMENT PLANNING

3. SUBMITTAL REQUIREMENTS

Refer to Table B-2 for a list of the information that is required during the planning and approval process for trail easement and trail construction projects.

Table B-2 Submittal Requirements

PLANNING PHASE Preliminary Plat or Easement Dedication
<p>Project Narrative. A written description of the proposed project including:</p> <ul style="list-style-type: none">– How the proposed trail is consistent with adopted plans;– Proposed Trail Level, easement width, trail width, running grades, amenities or structures;– The intended and expected transportation and recreational uses for the trail or for each segment of the proposed trail, and any foreseen challenges or opportunities;– Existing and future land use of the project area, including trails, structures, features, as well as any designated areas of preservation;– Character of surrounding areas, including land use type and density;– How and where the trail will connect to public areas or adjacent destinations;– Natural features and how the project will incorporate or work around them, such as topography, vegetation, rocks, beach, wetland, and creeks, as well as views into or beyond the project area;– Explanation as needed to justify a proposed trail that does not conform to adopted plans and ordinances, does not meet design criteria standards, or involves any special user conflicts or construction challenges. <p>Project Maps, Drawings, Information. Submit scaled plan drawings and/or maps with the following information. All sheets are required to illustrate the location of the proposed trail or easement.</p> <ul style="list-style-type: none">– Context: Large scale map of the project area as it relates to surrounding areas. Identify all existing trails, easements, roads, public facilities, water bodies, natural features, land uses, and any other relevant features in and around the project area;– Topographic contours at 2 foot intervals;– Trail Route - identify the width, location and general alignment of the proposed easement on all plan views provided. Include locations of any existing trails or trails identified in any adopted plans, as well as proposed trail heads, amenities, points of interest;– Trail profile along the length of the trail, illustrating preliminary grades along the trail route;– Typical section of the trail, and cross-sections at intervals of 50 feet, or as required by the Department of Public Works. Identify existing and proposed slope across easement, proposed cut and fill requirements;– Wetlands, rivers, or other water bodies and all setbacks or areas with developmental restrictions;– Soils Information, mapped. For Level 1,2 & 3 trails: Conduct a field assessment, consult wetland maps to determine potential for saturated soils, post hole to 12 in. deep. For Level 4 & 5 trails: Soil boring to 4 ft .minimum and provide soils report as per Article 5.1.c. or as required by Public Works;– Vegetation - general vegetation areas; uplands, wetlands, pasture, etc.;– Site Analysis- show views into, beyond, or within the site, and land use conflicts or opportunities.
PLANNING PHASE II Final Plat or Easement Dedication
<ul style="list-style-type: none">– Revised plat and updated project narrative, maps and drawings;– Environmental permits;– Any other information required by City of Homer Planning or Public Works Departments.
CONSTRUCTION PHASE Subdivision Agreement or Construction Permit
<p>Submit the following to the Department of Public Works for a Subdivision Agreement or Construction Agreement:</p> <ul style="list-style-type: none">– Final plat or easement dedication and environmental permits;– Construction drawings.

B. TRAIL & EASEMENT PLANNING

4. REVIEW CHECKLIST

a. Planning Phase.

The following is a review checklist for the City of Homer to assess a proposed trail route or access easement:

- ☐ Conforms to all required and/or recommended trail routes for the project area, as found in Homer City Code and adopted plans. If not, there are justified reasons for deviation, such as: safety, excessive impact to surrounding area, land use conflict.
- ☐ All necessary environmental permits have been obtained. If not, demonstrates the permitting process is sufficiently underway with respect to the timeline of the trail project.
- ☐ Addresses any need for upgrading, re-locating or preserving of existing trail routes that do not meet the intent or design criteria of this article.
- ☐ The proposed trail level is appropriate for the existing land use and anticipated user groups and user volumes.
- ☐ Easement width meets minimum design criteria and is adequate to accommodate turns, structures, amenities and trail maintenance for the proposed trail.
- ☐ Proposed trail or easement route meets all planning and/or design criteria for the proposed trail level and uses, including:
 - Connectivity - compliments existing trails or walkways, provides logical and safe alignments, connections, and intersections;
 - Horizontal Alignment - safe and comfortable curves and sight distances, addresses views and slopes;
 - Design Fits Existing Conditions - Running grade, cut-fill, stairs, retaining structures, drainage, soils;
 - Minimizing Water Crossings - streams and wetlands;
- ☐ Maintenance Considerations - Proposed trail meets planning and design criteria while minimizing the use of structures.

b. Construction Phase.

The following is a review checklist for trail design / construction approval.

- ☐ Plans provide for appropriate level of trail hardening or surfacing, signage, amenities, structures, or other features as appropriate or necessary for the location and use.
- ☐ The trail design is consistent in its accessibility level, design and use throughout the entire length of the trail. If not, individual segments are consistent.
- ☐ Trail design is consistent with what was approved in the planning process.
- ☐ The trail design meets the minimum design criteria for the designated trail level and for the anticipated user groups.

TRAIL LEVEL DESIGN PARAMETERS

	LEVEL 1 Backcountry	LEVEL 2 Recreation Corridor	LEVEL 3 Semi-improved Trail	LEVEL 4 Fully Improved Trail	LEVEL 5 High Use Trail
Description and Application	A simple, narrow, potentially rugged natural surface trail primarily for recreation. Moderate skill needed, with steeper slopes, tight curves, and obstructions common. Uses may include hiking, snow-shoeing, skiing, equestrian, mountain biking. User volumes are very light.	An unimproved, informal, wide, flat or gently sloping natural surfaced trail corridor for single or multi-use recreation in rural or semi-rural areas or within public parks or recreation areas. Uses may include hiking, snow-shoeing, skiing, mountain biking, equestrian. User volumes are very light to moderate, depending on the use.	An informal trail through semi-urban to rural areas, used for access between neighborhoods and destinations, or for recreation. Accessibility may be limited. Use is primarily pedestrian, but may include bicycling, equestrian, snow-shoeing, skiing. User volumes light to moderate.	A wide multi-use trail with a firm surface meeting ADA accessibility standards for recreation trails. A transportation and recreational route through the developed areas of Homer and within residential neighborhoods. May accommodate occasional equestrians. User volumes moderate to heavy.	A wide, accessible paved trail that accommodates a wide variety of non-motorized users. These multi-use trails provide access between public spaces, sidewalks, civic & cultural buildings and other major destinations within the core civic and commercial areas of Homer. Two-way multi-use trail for pedestrians, in-line skates, bicycles. May be designed for equestrians. Heavy use.
Widths					
Easement	8 feet	20 feet	12 feet	15 feet	20 feet
Trail	6 - 24 inches	6 - 16 feet, depending on terrain and managed use	3 - 5 feet, depending on bicycle use	5 - 8 feet	8 -12 feet, depending on user volumes.
Shoulders	None	None	None	12 in. for paved routes	24 in.
Surface					
Material/Type	Native materials. Planks, rocks, PPP or other turf reinforcement materials. Limited grading.	Native earth, ground cover and/or seeding. Boardwalk or turf reinforcement materials. Limited grading.	4 in. NFS gravel over geotextile. Boardwalk, PPP or other turf reinforcement materials.	Firm and stable, NFS gravel over geotextile. Paving optional. Boardwalk.	Uniform, firm and stable. Paved trail or boardwalk.
Obstacles	Roots, rocks, and log protrusions to 6 in., steps to 14 inches	Generally clear. Protrusions <6 in. No steps.	Generally clear. Protrusions < 4 in. Steps discouraged.	Few or no obstacles, protrusions < 3 in., Steps discouraged	Smooth, no obstacles. Protrusions < 2 in. Steps discouraged.
Structures	Minimal, rustic structures	Typically unimproved with no structures	Medium duty boardwalks and retaining structures	Bridges, railings, retaining walls.	Bridges, railings, retaining wall.
Clearance					
Vertical	6 ft. hiking; 8 ft. bicycle & equestrian, 10 ft. snowshoeing	12 feet	8 feet ; 12 feet for winter and equestrian use	9 feet; 12 feet for equestrian use	9 feet; 12 feet for equestrian use
Horizontal	36 in. with minimal encroachment	8 - 20 feet wide, depending on managed use	12 in. beyond tread, 24 in. for trees, signs, structures	12 in. beyond tread , 24 in. for trees, signs, structures	24 in. beyond tread , 36 in. for signs, trees, structures
Grade					
Target	< 12%	< 10%	< 8%	< 8%	< 5%
Maximum	30%, for <30 feet	15% for < 50 feet	For Level 5 and other accessible trails: 5% for any length, 8.33% for up to 200 feet, 10% for up to 30 feet, 12.5% for up to 10 feet. No more than 30% of trail length shall exceed 8.33%. Otherwise: Level 3 = Max 15% for up to 50 feet, Level 4 = Max 10% for up to 50 feet.		
Cross Slope					
Target	3 - 10%	5%	3%	2%	2%
Max	Up to natural side-slope; 10% for bicycle use	10%	10%	3%	3%, at driveway crossings

B. TRAIL & EASEMENT PLANNING

5. TRAIL SELECTION & PLANNING CRITERIA

This section provides guidance and planning criteria for selecting the appropriate trail location, level, use and alignment for the project location. The criteria will help ensure that all trails are constructed to provide safe and convenient routes between destinations, improve the continuity and connectivity of the whole trail network, meet the needs of all users, minimize impacts to surrounding areas, and utilize construction methods that are economical and will result in long lasting, low maintenance trail facilities.

The Responsible Party should be prepared to discuss how the proposed easement and/or trail will meet the intent and requirements of this article, and how it will mitigate any specific challenges encountered with the project. Refer to Design Criteria section (pages 33-49) for additional trail design criteria.

a. Codes, Regulations and Plans

All proposed development projects are required to provide trails and easements where they are required by Homer City Code, the HNMTTP, the Homer Comprehensive Plan, the Town Center Plan, and other adopted plans. All proposed trails within the City of Homer shall be in accordance with the standards of this manual and meet the intent of the HNMTTP, and any other plans adopted by the City of Homer. If a proposed trail is not in accordance with plans and ordinances, submit sufficient explanation and support data to justify an alternative design solution.

The HNMTTP identifies locations of existing, proposed, and recommended trail corridors, and provides direction to community leaders and developers for the development of a functional network of trails. It represents the latest cooperative effort by the community to identify the future direction of Homer's trail system. Use this document for direction when planning for new trails or when reconstructing or relocating existing trails.

b. User Volumes and Types

The design of a trail must accommodate the use of the trail. It is easier to build a trail to suit the anticipated users than to control the users to match the design of the trail. For this reason, it is important to carefully research and analyze the project area to determine the anticipated volume and types of users. Generally, high volumes and wide ranges of user groups warrant wider, more developed trails with shorter segments between destinations and more signage and amenities. Some recreational uses require specialized design solutions. For further assistance, refer to [D. Trail Design Criteria](#).

i) User Volumes. Consider the following when establishing the anticipated volumes:

- How many destinations or trip generators within 1/4 mile of the trail corridor, including other trails.
- If the trail connects to any large volume trip generators, such as a school, a visitor's center, a library, a popular recreation area, or a busy commercial area, such as the Spit, or Pioneer Avenue;
- If the trail provides multiple connections to nearby trails or destinations.

B. TRAIL & EASEMENT PLANNING

ii) Use Types. Land use, existing and future (planned), establishes the basis for the type of trail users. Understanding the range and types of users that will use the trail is a critical component guiding the design of the trail.

Recreational Use. Trail conditions that attract recreational users:

- Connects to recreation destinations;
- Offers a scenic, or otherwise interesting route;
- Specially located and designed for a particular recreational use or event;
- Long routes, with few intersections or interruptions, especially loop trails;
- Wide, paved trails are attractive to in-line skaters and young families.

Transportation use. Trail conditions that serve transportation needs:

- Direct routes between destinations and trip generators;
- Few user conflicts;
- Frequent and convenient connections between trails, streets, sidewalks, parking areas and destinations;
- Safe and accessible trail routes and conditions.

Mixed Use. Trail conditions that attract a wide mix of user groups, including pedestrians, bicycles, in-line skates, strollers, wheelchairs, and children tend to require more width, structure, signage, and amenities:

- Paved trails;
- Trails that connect to a variety of generators, such as the Senior Center, a grocery store, a park, the library, a trailhead, and a neighborhood;
- Trails that provide access to a variety of destinations as well as an interesting and enjoyable route.

c. History, Access, & Connectivity

Each new trail segment improves the continuity and connectivity of Homer's trail network. Proposed trail easements are required to meet the following criteria:

- It is as accessible as possible, within reason;
- It connects to other nearby trails, where safe, reasonable and appropriate;
- Existing trails are not removed or disrupted. They are upgraded, relocated or realigned to ensure they meet the planning and design criteria of this article;
- The trail is continuous and provides for the same design, use and level of accessibility for each segment;
- The trail provides a logical connection between publicly accessible destinations for all trail users. Dead end trail segments are not allowed unless it is shown that there are plans for continuation of the trail in the near future;
- Provide trail heads and/or parking, as needed;
- Trails with higher use volumes and a wide variety of user groups are high level trails, such as Level 4 or 5;
- Lower level trails and those of lesser accessibility and limited uses are in locations with physical constraints, low user volumes, or where the trail segment is not providing a transportation link between generators and destinations;
- A trail segment that connects two other trails is designed to the same level as the other trails;
- Intersections are located and aligned to provide for adequate site stopping distances, maximum safety, and logical connections between destinations;

B. TRAIL & EASEMENT PLANNING

- Trails provide options and alternatives and avoid conflict or confusion;
- Where trails begin or end at another trail, those of lesser accessibility or more restrictive uses shall branch from those of higher level of accessibility, so as not to trap or inconvenience a trail user.

d. Topography & Natural Features

A well designed trail feels natural, tends to flow with the natural landscape, avoids steep climbs and unnecessary exposure to water, and endures over time with little maintenance. Existing conditions, such as slopes, water, soils, vegetation, roads and structures, all affect the planning and design of trails.

i) Objectives. The three primary objectives relating to trail alignment and terrain:

- Access - Providing a trail that is as safe and as accessible as possible.
- Environmental Impacts and Maintenance - Minimizing contact with hydric soils and surface water, either flowing across or along the trail.
- Experience - Creating an interesting and enjoyable trail experience.

ii) Criteria

1. Select a trail level that suits the landscape and align it to fit the terrain meet the design criteria for the trail's use;
2. Trail alignment should provide the most accessibility with the least impact to surroundings;
3. Avoid long segments where the trail travels only up or downhill. Provide grade reversals as needed to meet trail design criteria for water and erosion management;
4. Avoid excessive costs and engineering, (cut, fill, or structures) to make a particular trail design fit into the landscape. Balance costs and benefits to suit the trail location and use;
5. Locate trail or easement to avoid or minimize water crossings (creeks, seeps, wetlands). Re-route existing trails where practical;
6. Avoid intersections on curves or with maximum running grades.
7. Avoid stairs where possible, especially on multi-use trails;
8. Refer to Homer City Code Title 21 for steep slope requirements;
9. Align trail to minimize switchbacks, avoid problem soils, and protect existing natural features;
10. Align trail to take advantage of natural features and views, and to provide a variety of experiences.

e. Costs—Budget Planning

Construction costs should align with the trail level and the volume and type of use. Higher Trail Levels are inherently more expensive to construct and maintain. Balance trail priority, use, cost and benefit for the location and purpose of the trail.

Proper trail selection and design should minimize maintenance. Specialized use trails, such as groomed ski trails and equestrian trails may require more maintenance, as do those that interface with water, such as bridges or boardwalks.

C. HOMER TRAIL TIERS

I. GENERAL

The City of Homer's goals are to have non-motorized recreation trails and transportation corridors that provide a range of accessibility and experience for many types of users throughout the year.

This trail tier system is intended to provide for a logical hierarchy of public trails for access and recreation throughout the diverse developments and landscapes of Homer. Planning and design criteria are provided for each of the five standard trail types addressed in this chapter.

The objective is to have planning and design criteria that will result in trails that are planned and constructed appropriately for their purpose and their location. All trails will provide for maximum access for their users with minimum impacts and maintenance.

This section is intended to provide a brief overview of the planning and design criteria for each of the five (5) TRAIL LEVELS. These summaries are a starting point for the planning of an easement, and the design of a trail. The Responsible Party should refer to all applicable criteria in this Chapter and to the referenced resources, as needed, to plan and develop a trail that meets the City of Homer's objectives for a non-motorized transportation and trail system.

These trail levels should be applicable to most trail projects. If an alternative trail design is necessary, it should be as consistent as possible with the Forest Service trail design parameters and the criteria of this article. The City of Homer Public Works Director has the authority to accept alternate trail design solutions.

2. DESCRIPTION OF TRAIL TIERS

The trail matrix is a set of five (5) trail levels, with varying accessibility, widths, applicability, character and use. This section provides a two-page summary of planning criteria, design parameters, and a typical cross section for each trail level. The summaries are not intended to stand alone as the design criteria for any trail. The Responsible Party should consult all applicable criteria sections of this article when designing a specific trail.

- a. Level 1 - Backcountry Trail.** For rural areas, rugged terrain and very low recreational use situations.
- b. Level 2 - Recreation Corridor.** A basically unimproved natural terrain corridor primarily for groomed ski trails or low use, casual recreation routes, with little or no visible tread area.
- c. Level 3 - Semi-Improved Trail.** A medium sized, constructed gravel trail, with limited accessibility, intended for a mix of recreational and transportation uses.
- d. Level 4 - Fully Improved Trail.** A wide, accessible gravel or paved trail for medium to high use areas.
- e. Level 5 - High Use Trail.** A wide paved, accessible trail, with amenities and structures for a mix of transportation and recreational uses.

City of Homer

Non-Motorized Trail Planning & Design Criteria Summary

Level 1 - Backcountry

NOTE: This is a summary. Refer to Article 5.13 Non-Motorized Trails and Public Access Easements for full description of criteria.

PLANNING CRITERIA

Location

- Rural, remote or lightly traveled recreational trails, typically in residential or undeveloped areas where a higher level trail is not feasible or appropriate.
- Branching off a higher level trail, with loops or connections to public access areas.
- Historic hiking routes through more remote areas, steep or rugged terrain. Alignment may change, as needed to meet design criteria.
- Connects to recreation destinations such as overlooks, trail heads, camping areas, and parks.

Use Recreational trail for very light volumes of traffic. May be designed and maintained for hiking, mountain biking, snow-shoeing, or equestrians.

Easement Width 8 feet minimum. More as needed to accommodate switchbacks, slopes, and trail maintenance operations.

Trail Maintenance. Cut vegetation within clearance zones, and provide repairs or upgrades to trail surface, water crossings, signage and other amenities or structures, as needed, and as funding allows.

Topography Terrain can be quite varied, including flats or steep slopes, rocky, wet, wooded, or open. Topography must allow for a trail alignment that meets design criteria with little or no structures, cut or fill.

Alignment Level I trails are primarily recreation routes through semi-rural to remote areas. They connect neighborhoods, parks, trailheads, and other recreation destinations.

- The alignment of the easement must be finalized in the field, to ensure a feasible route that meets the objectives and the trail design criteria, and which utilizes existing features that will enhance the user's experience;
- Re-align any problematic portions of an existing trail as needed to provide a safe and sustainable trail route;
- Refer to IMBA "Trail Solutions" and USDA Forest Service Trails Management Handbook and "Trail Construction and Maintenance Notebook" - resources for planning and building Level I trails;
- Take advantage of natural features by meandering trail to align views, wrap around rocks or other features, and generally follow the natural flow of the terrain;
- Provide switchbacks as needed to meet design criteria;
- Erosion Control Criteria:
 - Follow the **half rule** as developed by IMBA; trail grade should be no more than 1/2 the side slope grade.
 - Align trail to follow natural dips in the terrain, or to create dips (grade reversals) along the trail, every 20-50 feet. These prevent water from flowing along, and eroding, the trail. They also enhance the trail experience.

Soils, Water & Hydrology Saturated soils are highly susceptible to erosion. Avoid seeps and other areas with saturated soils. Minimize the crossing of creeks, rivers and wetlands, which is more expensive to build and more difficult to maintain.



Level I Trail Description

A simple, narrow, potentially rugged natural trail primarily for recreation. Moderate skill needed, with steeper slopes, tight curves, and obstacles common.

City of Homer

Non-Motorized Trail Planning & Design Criteria Summary

Level 1 - Backcountry

NOTE: This is a summary. Refer to Article 5.13 Non-Motorized Trails and Public Access Easements for full description of criteria.

TRAIL DESIGN CRITERIA

Trail Width & Shoulders. 6 - 24 inch wide tread on native soil, or boardwalk. No shoulder necessary.

Surface. Native, with limited grading. Rock, soil, or wood where needed to cross wet areas. Roots, rocks and log protrusions to 6 inch, steps to 14 inches.

Clearance.

- Vertical clearance - 6 feet for hiking, 8 feet for bicycle, 10 feet for equestrian and snowshoeing.
- Horizontal clearance - Minimum 36 in. width.

Grade

- Target grade <12%, with grade reversals every 20-50 feet.
- Maximum 20% for trails where underlying soils are sand, silt, or clay. 20%- 30% for gravel or rock base.
- For grades over 30%, natural trail base and surface should be composed of angular rock, large rock or solid rock. Use steps to minimize erosion and steep grades.

Cross Slope of Trail

- Target cross slope - 3-10%. Flowing toward the down hill side of the tread.
- Maximum - up to natural side slope, 10% for bicycles.

Signage

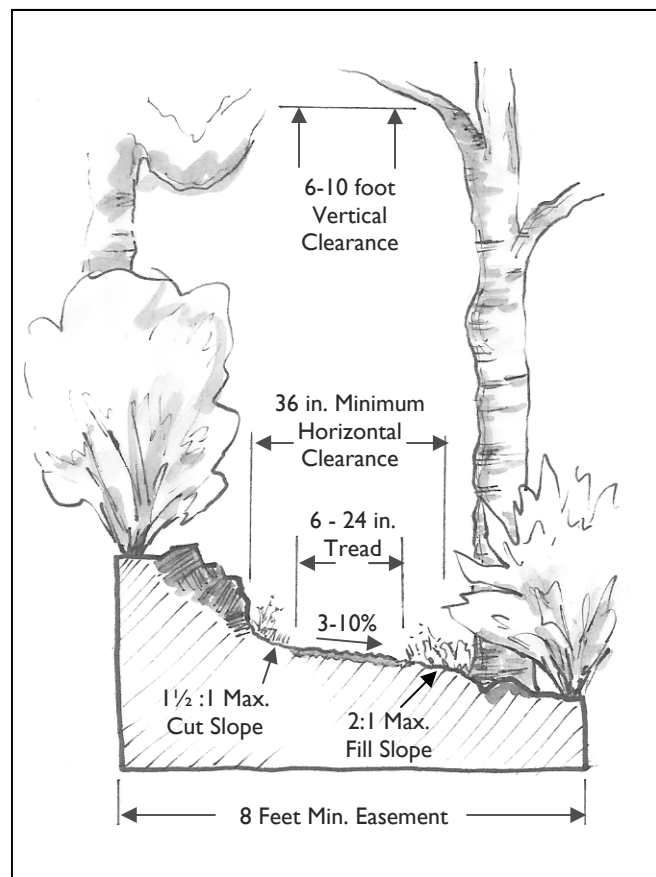
- Trail markers, as needed, to navigate trail year round.
- Resource protection information and trail identification signs including trail name, length, and any use restrictions or accessibility warnings posted at each end of the trail.
- Directional signage with trail name and length, at all trail intersections.

Amenities

- Trail head, with parking and trail signage.

Structures

- Minimal use of structures. Rustic plank with sleeper logs typical for low volume water crossings. Porous pavement panels or underdrains for short wet crossings.
- Steps constructed with on-site material such as rocks and logs.



CROSS SECTION - LEVEL 1 BACKCOUNTRY

City of Homer

Non-Motorized Trail Planning & Design Criteria Summary

Level 2 - Recreation Corridor

NOTE: This is a summary. Refer to Article 5.13 Non-Motorized Trails and Public Access Easements for full description of criteria.

PLANNING CRITERIA

Locations

- Groomed X-country ski trail corridors, or light use trails in public parks and recreation areas.
- Within utility easements, where the corridor has historic use as a recreational route and there are no existing or anticipated use conflicts or concerns with utilities or adjacent land use.
- Light use trail connections between residential areas and recreation destinations, where topography allows for gentle grades with little or no cut / fill.
- Wetland Routes - unimproved ski or snowshoe routes across wetlands, for winter use only.

Use Primarily a recreation route for light to heavy volumes of traffic, depending on the use. Heavy use for winter only. May be designed for one-way or two-way bicycle trails, classic and/or skate skiing, hiking and snow-shoeing, or equestrian use.



Level 2 Trail Description

A basically unimproved, informal, wide, flat or gently sloping natural surfaced trail corridor cleared and/or mowed for single or multi-use recreation in rural or semi-rural areas or within public parks or recreation areas.

Easement Width 20 feet minimum. Wider, as needed, for safe turns, intersections, or where use requires a wider clear zone.

Trail Maintenance Mowing optional. Cut vegetation within clearance zones, and provide repairs or upgrades to trail surface, water crossings, signage and other amenities or structures, as needed, and as funding allows. Winter grooming optional. Seasonal installation of trail signs or markings on winter use trails, as needed.

Topography Generally located in flat to gently sloping areas. Must be able to meet design criteria for the intended use with minimal disruption to natural terrain. Side slope: Max. approx. 20% (~2.5 feet difference) across a 12 foot wide easement, 10% is recommended for bicycle routes.

Alignment

- The route may align with an existing utility easement corridor, if topography meets Level 2 running grade and cross-slope criteria. Occasional areas of moderate cut / fill allowed to level cross-slopes or soften grade changes.
- Wide curves. Meander as necessary to construct the trail with minimum disturbance to natural surroundings.
- Never align trail to run directly up or down slope. Provide turns and grade reversals to prevent erosion.
- Connects to similar trails, trail heads or recreation areas.
- Access trail to a Level 1 trailhead.
- Avoid alignments that result in maximum grades within 20 feet of intersections.
- Water Crossings: Minimize or avoid crossing ground seeps, creeks, wetlands, or other water bodies, other than for winter use only routes.

Soils, Water & Hydrology Saturated soils are highly susceptible to erosion. Avoid seeps and other areas with seasonally saturated soils. Minimize the crossing of creeks, rivers and wetlands. These structures are more expensive to construct and maintain. Avoid constructing trails along side slopes of 20% or greater.

City of Homer

Non-Motorized Trail Planning & Design Criteria Summary

Level 2 - Recreation Corridor

NOTE: This is a summary. Refer to Article 5.13 Non-Motorized Trails and Public Access Easements for full description of criteria.

TRAIL DESIGN CRITERIA

Trail Width & Shoulders 6 - 16 foot wide grass corridor for a variety of low volume year-round recreational use. A worn central tread area may occur naturally over time.

- 6 foot wide trail in areas with challenging terrain, more cross-slope, wet soils, or other restrictions.
- 8-12 foot wide corridors are the standard - a mix of hiking, snowshoeing, biking, informal skiing, low volume equestrian.
- 16 foot wide corridor for ski routes that are groomed for both classic and skate ski.

Surface Native earth or ground cover with limited grading, imported material and/or seeding. Porous pavement panels or turf reinforcement materials may be used in wet areas. Generally clear, with protrusions <6 inches. No steps or retaining structures.

Clearance

- Vertical clearance - 12 feet minimum above both trail and shoulders.
- Horizontal clearance - Vegetation clear zone 8-20 feet, depending on use. 2 feet beyond each side of trail.

Grade

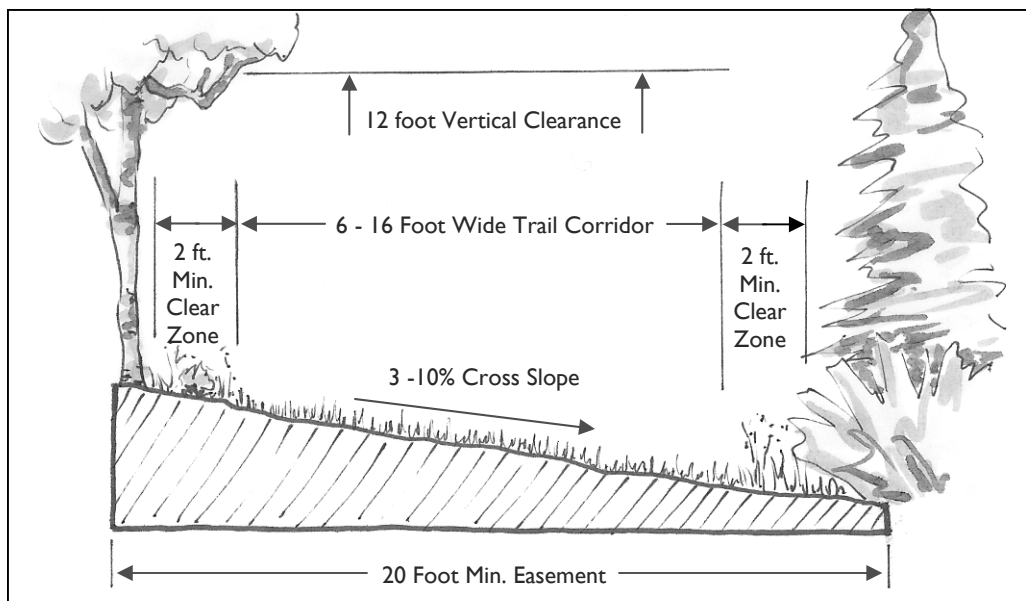
- Target grade: <10%. Maximum: 15% for distances up to 50 feet.

Cross Slope of Trail

- Target cross slope - 5% Maximum, where natural cross slope warrants: 10%

Signage & Amenities

- Trail markers as needed to navigate trails year-round.
- Trail information signage posted at each end of the trail: Trail system map (if appropriate), trail name, length, use restrictions or accessibility warnings, and resource protection information.
- Directional signage with trail name and length, at all trail intersections.



CROSS SECTION - LEVEL 2 RECREATION CORRIDOR

City of Homer

Non-Motorized Trail Planning & Design Criteria Summary

Level 3 Semi-Improved Trail

NOTE: This is a summary. Refer to Article 5.13 Non-Motorized Trails and Public Access Easements for full description of criteria.

PLANNING CRITERIA

Location

- Connections within and between residential areas where use volumes are not high, or where topography precludes meeting Level 4 Trail criteria.
- Light use, or specialized use trails within public parks and recreation areas.
- Rural trails with light to moderate traffic and year-round informal recreational use.

Use Primarily a recreational route for light volumes of traffic. May be designed for one-way or two-way bicycle trails or for equestrian use. Winter use may include snow-shoeing or classical skiing, depending on terrain.

Easement Width 12 feet minimum. Wider easements as needed for curves, side slopes, and maintenance.

Trail Maintenance Yearly maintenance of gravel surface, clearance zones, signage, and amenities. Cut vegetation within clearance zones, and provide repairs or upgrades to trail surface, water crossings, signage and other amenities or structures, as needed, and as funding allows. Winter grooming optional.

Topography Allows for construction to meet design criteria. Existing side slope within easement; Max. approx. 20% (~2.5 feet difference) across 12 foot wide easement.

Alignment Level 3 trails provide casual recreation and transportation routes through semi-rural to rural areas. They connect neighborhoods, parks, or other recreation destinations.

- The route can meander as necessary to construct the trail with minimum disturbance to natural surroundings.
- Route should not run directly up slope, but rather traverse a slope at <30° angle to the slope, with occasional grade reversals.
- Trail has public access at all ends, such as other trails of equal or greater Level, a parking lot, street ROW, park, school, etc.
- Connects to Level 5 or Level 4 trails. A Level 1 trail may branch from a Level 3 trail.
- Avoid alignments that require maximum grades within 20 feet of intersections with trails, rights-of-way or parking areas.
- Stairs are only allowed on Level 3 trails when an alternate alignment is not reasonable and when grades would otherwise exceed Level 3 maximums.
- Water Crossings: Minimize or avoid crossing ground seeps, creeks, wetlands, or other water bodies. Align crossings at 90° to water flow, choose narrow crossings, avoid crossing river bends or near naturally eroding banks.

Soils, Water & Hydrology Saturated soils are highly susceptible to erosion. Avoid seeps and other areas with saturated soils. Minimize the crossing of creeks, rivers and wetlands, which is more expensive to build and more difficult to maintain. Avoid constructing trails along side slopes of 20% or greater.

Level 3 Trail Description

An informal trail through semi-urban to rural areas, used for access between neighborhoods and destinations, or for recreation. Accessibility may be limited.



City of Homer
Non-Motorized Trail Planning & Design Criteria Summary
Level 3 Semi-Improved Trail

NOTE: This is a summary. Refer to Article 5.13 Non-Motorized Trails and Public Access Easements for full description of criteria.

TRAIL DESIGN CRITERIA

Trail Width & Shoulders 3 - 5 foot wide improved trail.

- 3 - 4 foot wide trail - for routes with lower volumes of traffic, and one-way or no bicycle use.
- 5 foot wide trail - for routes with moderate to high pedestrian volumes and/or two-way bicycle or equestrian uses.
- Trails should widen in areas of switchbacks, turns, steep side slopes, and as needed near structures or amenities.

Surface 4 inches NFS gravel over geotextile fabric, which may be placed over native vegetation. Alternate surfacing: porous pavement panels filled with native or imported material. Medium duty boardwalk or bridges where needed. Generally clear, with protrusions <4 inches and steps to 10 inches.

Clearance

- Vertical clearance - 8 feet minimum. Optimum 12 feet for winter and equestrian users.
- Horizontal clearance - 12 in. beyond trail edge. 24 in. from signs, trees or structures.

Grade

- Target grade < 8%, with grade reversals as needed to control erosion.
- 15% maximum for up to 50 feet.

Cross Slope of Trail

- Target cross slope - 3%, flowing to downside of tread, or to uphill side, if a drainage ditch is provided.
- Maximum - 10%

Signage

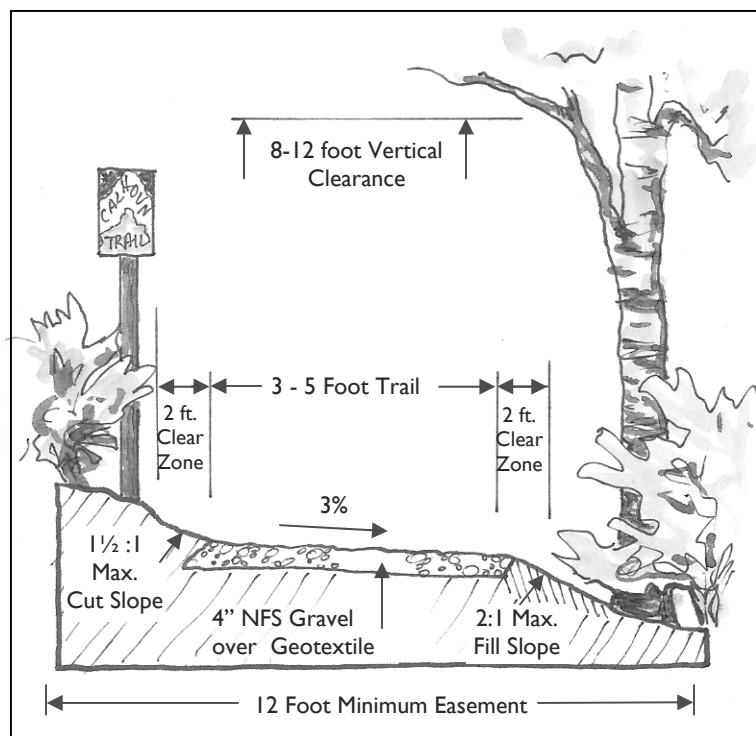
- Trail markers (as needed) to navigate winter use trails.
- Trail information signage posted at each end of the trail: Trail system map (if appropriate), trail name, length, use restrictions or accessibility warnings, and resource protection information.
- Directional signage with trail name and length, at all trail intersections.

Amenities

- Few amenities, as approved by City of Homer, such as bear proof trash receptacles, trail heads, benches for rest or viewing, interpretive signs, such as at interesting historic or natural features.

Structures

- Medium duty structures, as needed.
- Elevated plank crossing of wetlands, creeks.
- Few railings or boardwalks.
- Log, timber or rock retaining structures for cut / fill edges, as needed.



CROSS SECTION - LEVEL 3 SEMI-IMPROVED TRAIL

City of Homer

Non-Motorized Trail Planning & Design Criteria Summary

Level 4 - Fully Improved Trail

NOTE: This is a summary. Refer to Article 5.13 Non-Motorized Trails and Public Access Easements for full description of criteria.

PLANNING CRITERIA

Location

- For transportation and recreation routes through core civic or commercial areas and residential neighborhoods with moderate use levels.
- Where recreational use volumes are high and full accessibility is not critical.
- Moderate pedestrian activity, especially where accessibility is not critical.
- Where a Level 5 trail width is needed to accommodate volumes and user groups, but costs or topography preclude construction of a fully accessible route.

Use Two-way transportation routes with light to moderate volumes of primarily pedestrian & bicycle traffic. They may be designed for use by skiers and equestrians, where appropriate.

Easement Width 15 feet minimum.

Trail Maintenance Maintenance of clearance zones, trail surface, water crossings, signage and other amenities or structures, as needed, and as funding allows. Regular maintenance of approved trash receptacles. Winter maintenance, as use volumes dictate, and funding allows.

Topography Allows for construction with maximum running grades <8%, Existing side slope within easement: Max. approx. 12% (~2 feet difference) across width of easement, unless using retaining structures.

Alignment Level 4 trails provide comfortable, moderately accessible transportation and recreation routes with the following criteria:

- The route provides a fairly direct connection between major destinations, with spurs and exits where possible.
- Trail has public access at all ends.
- Avoid using stairs, where possible.
- Connects to Level 5 or Level 4 trails. Lower level trails may branch from a Level 4.
- Avoid alignments that require maximum grades within 20 feet of intersections with trails, rights-of-way or parking areas.
- Water Crossings: Minimize or avoid crossing ground seeps, creeks, wetlands, or other water bodies. Align necessary crossings at 90° to water flow, choose narrow crossings, avoid eroding banks.

Soils, Water & Hydrology Saturated soils are highly susceptible to erosion. Avoid seeps and other areas with saturated soils. Minimize the crossing of creeks, rivers and wetlands, which is more expensive to build and more difficult to maintain. Avoid constructing trails along side slopes of 20% or greater.

Level 4 Trail Description

A wide multi-use trail with a firm surface meeting ADA accessibility standards for recreation trails. A transportation and recreational route through the developed areas of Homer and within residential neighborhoods.



City of Homer

Non-Motorized Trail Planning & Design Criteria Summary

Level 4 - Fully Improved Trail

NOTE: This is a summary. Refer to Article 5.13 Non-Motorized Trails and Public Access Easements for full description of criteria.

DESIGN CRITERIA

Trail Width & Shoulders 5 - 8 foot wide paved or gravel trail.

- 5 - 6 foot wide trail - for routes with lower volumes of traffic, and fewer recreational users.
- 7 - 8 foot wide trail - for routes with bicycles and/or moderate to high user volumes.
- PAVED TRAILS - where a Level 5 trail is recommended, but topography or other physical conditions prevent construction to Level 5 standards, a paved Level 4 trail is acceptable. Any Level 4 trail can be paved. Provide a minimum 12 in. gravel shoulders on all paved trails.

Surface Firm and stable. Smooth, few or no obstacles. Protrusions <3 in. Steps to 8 in. Remove surface vegetation and organic soils. For gravel trails: 2 in. leveling course over 8 in. NFS gravel over geotextile. For paved trails: 2 in. AC pavement over 2 in. leveling course over 24 in. NFS gravel over geotextile. Alternate surfacing: PPP filled with native or imported material.

Clearance

- Vertical clearance - 9 feet above trail and shoulders, 12 feet for equestrian use.
- Horizontal clearance - Minimum 12 in. beyond trail edge. 24 in. from signs and trees.

Grade & Accessibility

- Accessible trails: Target grade $\leq 5\%$, 8.33% for up to 200 feet, 10% for up to 30 feet, 12.5% for up to 10 feet. No more than 30% of trail length shall exceed 8.33%.
- Maximum: 10% for up to 50 feet.
- Stairs used where absolutely necessary and pedestrians are the primary user group.

Cross Slope of Trail

- Gravel trails - 3%
- Paved trails - 2%
- Shoulders - 10% Max.

Signage

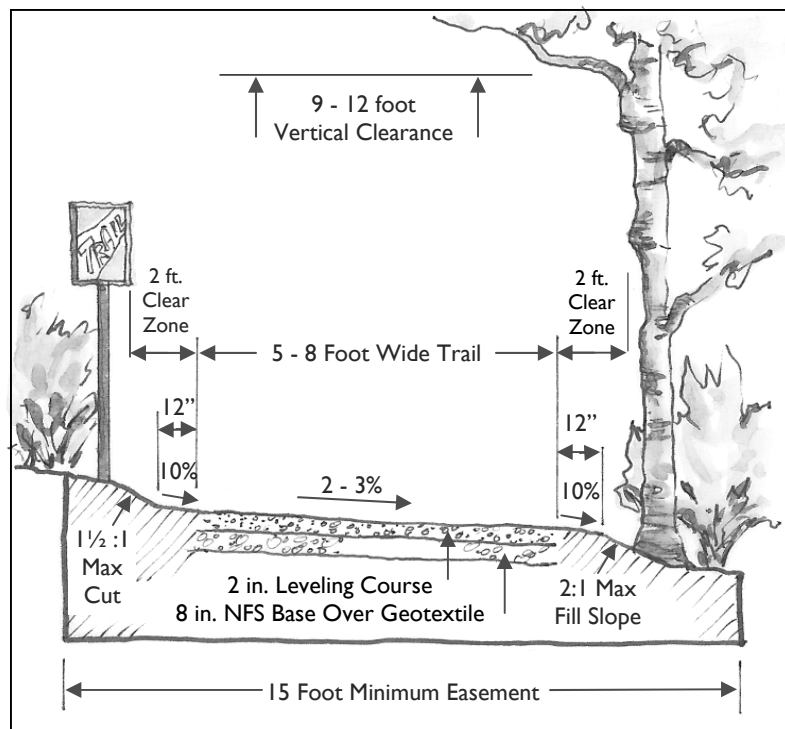
- Trail information signage posted at ends and intersections, as necessary, such as a trail system map, trail name, use restrictions, accessibility warnings, and resource protection information.
- Directional signs for nearby destinations, traffic control and warnings for intersections or other trail conditions.
- Directional signage with trail name and length, at all trail intersections.

Amenities

- Amenities common. Lighting, bear proof trash & recycling receptacles, maps, benches for rests or viewing, and interpretive signs, as approved.

Structures

- Heavy duty structures, as needed: bridges, boardwalks, retaining structures, railings.



CROSS SECTION - LEVEL 4 FULLY IMPROVED TRAIL

City of Homer

Non-Motorized Trail Planning & Design Criteria Summary

Level 5 - High Use Trail

NOTE: This is a summary. Refer to Article 5.13 Non-Motorized Trails and Public Access Easements for full description of criteria.

EASEMENT PLANNING CRITERIA

Locations

- Where required or recommended in Codes or Plans adopted by the City of Homer.
- Long, regional commuter routes.
- On-site pedestrian routes, as required by ADAGG, and any accessible connections between these and nearby pedestrian routes, such as sidewalks.
- Connections between Level 5 Trails and nearby streets, trails, public areas, or other destinations.
- Where high volumes and/or varied types of users are known or anticipated to use the existing route.

Use Accommodates two-way traffic of pedestrians, cyclists, in-line skaters, wheelchair users, and others. May be year-round for pedestrians, bicyclists, and wheelchairs.

Easement Width 20 feet wide minimum. Additional width may be needed to accommodate bridges, cut / fill needs, curves, trail amenities, or maintenance.

Trail Maintenance Maintain clearance zones, trail surface, water crossings, signage and other amenities or structures, as needed, and as funding allows. Regular maintenance of approved trash receptacles. Full winter maintenance as use dictates and funding allows.

Topography Must allow for an accessible trail without excessive cut / fill requirements; Structural slope management techniques, such as retaining walls, are encouraged as needed to meet design criteria with minimal impact to surrounding areas.

Alignment The primary objective is to provide accessible pedestrian transportation routes or high use recreation routes. Alignment should be based on the following criteria:

- Efficient and direct routes between origins and destinations;
- Avoid creating tunnels or blind corridors with restricted visibility;
- Avoid trail alignments that direct views into private residences;
- Align trail, where possible, to provide views of natural features and destinations;
- Water Crossings: Minimize or avoid crossing ground seeps, creeks, wetlands, or other water bodies. Align necessary crossings at 90° to water flow, choose narrow crossings, avoid eroding banks.

Soils, Water & Hydrology Saturated soils are highly susceptible to erosion. Avoid seeps and other areas with saturated soils. Minimize the crossing of creeks, rivers and wetlands, which is more expensive to build and more difficult to maintain. Avoid constructing trails along side slopes of 20% or greater.

Level 5 Trail Description

A wide, accessible paved trail that accommodates a wide variety of non-motorized users.



These multi-use trails provide access between public spaces, sidewalks, civic & cultural buildings and other major destinations within the core civic and commercial areas of Homer. Winter maintenance can allow for convenient year round use of these transportation and recreation routes.

City of Homer

Non-Motorized Trail Planning & Design Criteria Summary

Level 5 - High Use Trail

NOTE: This is a summary. Refer to Article 5.13 Non-Motorized Trails and Public Access Easements for full description of criteria.

TRAIL DESIGN CRITERIA

Trail Width & Shoulders. 8- 12 foot wide paved trail with 2 foot wide gravel shoulders.

- 8 foot Trail - for routes with lower volumes of traffic, few recreational users, or space limitations.
- 10 foot wide trail sections are the standard.
- 12 foot wide trails are recommended where traffic volumes are high, bicycles and in-line skates are common, near intersections with other trails or streets, as the trail approaches a bridge, where grades exceed 5% and handrails are provided, or near points of interest along the trail.
- ALTERNATE TRAIL DESIGN - Where trail is highly recreational, with bicycles, equestrians, joggers, an alternative design of 6 foot wide paved trail with 4 foot shoulders on each side or a trail with one 2 foot and one 6 foot wide shoulder is allowable. Or, provide a separated dual trail, one paved, one gravel, with a vegetated median in-between.

Surface. Uniform, firm and stable. Pavement or boardwalk. Smooth, no obstacles. Protrusions <2 inches. Construct using 2 in. AC pavement over 2 in. leveling course over 24 in. NFS gravel over geotextile fabric.

Clearance.

- Vertical clearance - 9 feet above trail and shoulders, 12 feet for equestrian use.
- Horizontal clearance - Minimum 24 inches beyond trail edge. 36 inches for posts and structures.

Grade

- Accessible Trails: Target grade $\leq 5\%$, 8.33% for up to 200 feet, 10% for up to 30 feet, 12.5% for up to 10 feet. No more than 30% of trail length shall exceed 8.33%.

Cross Slope of Trail

- Target cross slope - 2% Shoulders - 10% Max.
- Maximum, where needed for driveway crossings or other intersections - 3%

Signage

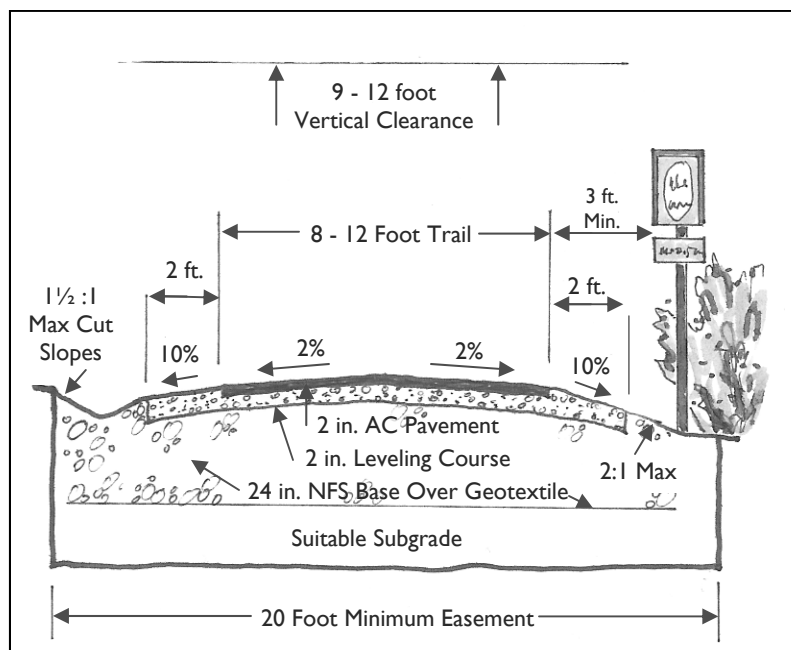
- Trail information signage posted at ends and intersections, as necessary: Trail system map (if appropriate), trail name, use restrictions or accessibility warnings, and resource protection information.
- Directional signs for nearby destinations, traffic control and warnings for intersections or other trail conditions.
- Directional signage with trail name and length, at all trail intersections.

Amenities

- Amenities common. Lighting, bear proof trash & recycling receptacles, maps, benches for rests or viewing, and interpretive signs, such as at historic or natural features.

Structures

- Heavy duty structures, as needed: bridges, boardwalks, retaining structures, railings.



CROSS SECTION - LEVEL 5 HIGH USE TRAIL

D. TRAIL DESIGN CRITERIA

I. GENERAL

The City of Homer's goals include having non-motorized trails that provide for a range of accessibility and experiences, through varying terrain and neighborhoods for a range of users. Such a system of trails will provide year round transportation and recreation routes throughout the City of Homer.

Accessible trails are expected within the central development area of Homer, connecting pedestrians to schools, parks, the hospital, the library, residential neighborhoods, businesses, and other public facilities.

a. Objectives

This section provides design criteria for trail alignment, width, grade, cross-slope, clearance, materials, steps, railings, signage, boardwalks, ramps, switchbacks, water crossings, structures, bridges, and specialized uses. It is for use by project engineers when designing a trail and by City of Homer staff when reviewing applications for subdivisions, easement dedications, or trail construction.

The objective is to provide design criteria for most typical trail situations; however, the design criteria in this article does not dismiss the responsibility of the trail engineer or designer from appropriately addressing all site conditions and applying design solutions that are safe, structurally sound, attractive, and functional. Refer to the list of resources in section A.3.a. of this article when more specific design research is necessary for unique circumstances or issues.

2. TRAIL ALIGNMENT

Trail alignment refers to the horizontal and vertical curvatures of the trail, and is responsible for ensuring the safety and comfort of trail users. Many factors are involved in determining a safe and effective alignment for a specific trail, including user volumes and types, and the condition, width and grade of the trail. For example, a wide, paved trail with an 8% grade will produce faster speeds and require broader curves and longer sight stopping distances.

a. Design Speed

Design all trails based on the preferred speed of the fastest users, which are typically bicyclists and cross-country skiers. According to AASHTO's Guide for the Development of Bicycle Facilities, 1999, a paved shared use trail (Level 4 or 5) should be designed for a minimum speed of 20 mph, which is the appropriate maximum speed for a bicyclist on a paved trail. The design speed should increase to 30 mph if the grade exceeds 4 percent or where strong winds are prevalent.

On unpaved trails, such as Levels 1, 2, 3 or 4, a design speed of 15 mph is adequate. For ski trails with 0-4 percent grade, use a design speed of 15 mph, for grades 4-10 percent, 20 mph, and for grades over 10 percent, 25 mph. Where ski racing events are expected, higher design speed may be necessary.

D. TRAIL DESIGN CRITERIA

b. Horizontal Alignment

Horizontal alignment addresses the curvature of a trail corridor, and must be calculated to accommodate the user group with the greatest needs in order to provide a safe and comfortable trail facility. AASHTO recommends using the bicycle to calculate horizontal alignment on multi-use trails that are used by bicycles. The bicycle has a tendency to lean into a curve as needed to round a corner while traveling at top speed, but without a high rate of superelevation, the lean may result in the pedals striking the trail surface. Increasing the superelevation beyond 3%, however, does not comply with ADA requirements for pedestrian facilities. Therefore, multi-use trails need to accommodate a wider curve radius in order to accommodate both the speed of cyclists and the comfort of all pedestrians.

For Level 2, 3, 4 & 5 trails, use the formulas on this page to calculate curvature requirements, based on bicycle speed.

Table D-1

Desirable Minimum Radii for Paved Multi-Use Trails Based on 15° Lean Angle (AASHTO, 1999)	
Design Speed (V)	Minimum Radius (R)
mph	Feet (ft)
12	36
20	100
25	156
30	225

Use the following simple equation to determine the minimum radius of curvature for any given lean angle:

$$R = \frac{0.067 V^2}{\tan \Theta}$$

R = Minimum radius of curvature (m) or (ft)
V = Design Speed (km/h) or (mph)
Θ = Lean angle from vertical (degrees)

Table D-2

Desirable Minimum Radii for Paved Multi-Use Trails Based on 2% Superelevation Rates and 20° Lean Angle (AASHTO, 1999)		
Design Speed (V)	Friction Factor (f) (paved surface)	Minimum Radius (R)
mph		ft
12	0.31	30
20	0.28	90
25	0.25	155
30	0.21	260

For gravel trails and situations where the lean angle approaches 20°, the following formula can be used:

$$R = \frac{V^2}{15 (e / 100 + f)}$$

Where:

R = Minimum radius of curvature (ft)
V = Design Speed (mph)
e = Rate of bikeway superelevation (%)
f = Coefficient of friction

D. TRAIL DESIGN CRITERIA

c. Stopping Sight Distance

Trail users need adequate time to see and react to unexpected obstacles or situations along a trail. Appropriate stopping site distances help to prevent accidents and provide a safe and comfortable environment for trail users. Proper design is based on the trail's design speed and is accomplished by the vertical and horizontal curvature and clearing limits of the trail corridor. The following summarizes AASHTO recommendations for providing effective Stopping Sight Distances. Consult AASHTO for more detailed information, diagrams and tabulated charts.

Stopping distance is a function of the trail user's perception and reaction time, the initial speed they're traveling, the coefficient of friction between the trail user and the trail (tires, wheels, skis), and the stopping ability of the user (brakes, etc.). Since many users tend to 'hug' the middle of the trail, lateral clearance on horizontal curves should be calculated based on the sum of the stopping sight distances for trail users traveling in opposite directions. If this is not feasible, place warning signs (in accordance with MUTCD), widen the trail through curves, and/or install centerlines.

For Minimum Stopping Site Distance vs. Grades for Various Design Speeds:

$$S = \frac{V^2}{30 (f \pm G)} + 3.67 V$$

For Minimum Length of Crest Vertical Curve (L) Based on Stopping Sight Distance:

$$\text{When } S > L \quad L = 2S - 900 / A$$

$$\text{When } S < L \quad L = AS^2 / 900$$

Height of cyclist's eye = 4.5 feet Height of object = 0 feet

Minimum Length of Vertical Curve = 3 ft.

For Minimum Lateral Clearance on Horizontal Curves:

$$M = R [1 - \cos (28.65S / R)]$$

$$S = R / 28.65 [\cos^{-1} (R-M / R)]$$

A = Algebraic grade difference (%)

S = Stopping sight distance (ft)

V = Velocity (mph)

f = Coefficient of friction (use 0.25)

G = Grade rise/run (ft/ft)

L = Minimum length of vertical curve (ft)

R = Radius of centerline of lane (ft)

M = Distance from centerline of lane to obstruction (ft)

SOURCE: AASHTO, Guide for the Development of Bicycle Facilities, 1999

D. TRAIL DESIGN CRITERIA

d. Intersections

Safety on a trail becomes most critical at intersections, especially those between a trail and a roadway. Placement and treatment of trail intersections can make all the difference when it comes to the safety and function of a trail system. Consult AASHTO and MUTCD for additional guidance when designing trail intersections. Trail intersections are subject to the following design criteria:

i) Criteria for All Intersections:

- Adequate stopping site distances and warning signs should be provided to ensure users will stop before the intersection;
- Provide clear sight lines to see on-coming traffic from all directions;
- All intersections and approaches should be as close to perpendicular as possible and on relatively flat grades. Exceptions include ski trails, or other recreational trails that utilize triangular intersections;
- Where an unpaved path crosses a paved path or road, a paved apron should be provided for the unpaved trail, extending a minimum 10 feet from the paved path or road (AASHTO 1999);
- Widen the intersection area if high volumes of traffic are present, or if the users tend to bunch up or move slowly, such as children, groups, or the elderly.
- Place warning signs 400 feet in advance of intersections.

ii) Trail with Trail Intersections:

- Stop signs are required on one of the two trails, typically the lower level, lower volume, or lower speed trail. See section 8 of this article for additional safety and signage information;
- All intersections on higher level trails should be signed to alert users as to the type of crossing and the expected type of traffic;
- Assign right of way to each intersection, giving one trail priority and requiring the other to stop or yield. Consider the comfort and convenience of the trail user, any unique behavioral characteristics of the user, and trail conditions (approach grades, curves, visibility issues).

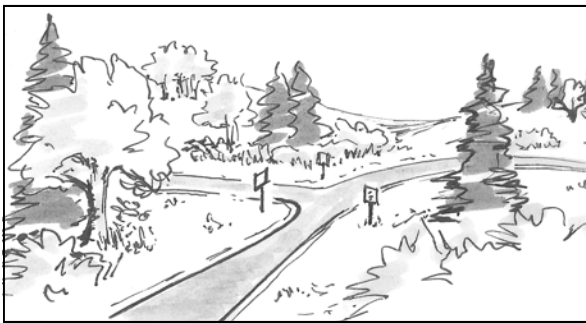


Figure D-1. Visibility and signage at trail intersections.

iii) Trail with Road Intersections:

- If alternate locations for the intersection are available, the most favorable intersection condition should be selected;
- Establish right-of-way and provide traffic control in accordance with MUTCD;
- Sign type, size and location should be in accordance with MUTCD;
- Stop signs should be visible from 200 feet.

D. TRAIL DESIGN CRITERIA

3. GRADE & CROSS SLOPE

This section discusses design criteria for running grade, cross slope, cut / fill, and the use of retaining structures. Grade and cross slope affect the safety, comfort, and sustainability of a trail. Keeping water off a trail is critical to minimizing erosion and reducing puddles and ice build-up on the trail surface.

It is the City of Homer's intent that trails are designed for maximum access with minimum impact. Proposed running grades and accessibility levels are subject to approval by City of Homer Planning or Public Works Departments.

a. Running Grade

Accessibility, topography, soils, construction methods, project budget, and trail use all play a role in determining the appropriate running grade of a trail. In general, grades should be kept to a minimum, especially on long inclines. Comfort and accessibility are a priority on all trails.

i) General Criteria for all Trails.

- Construct all Level 3, 4 & 5 trails to be accessible, unless exemptions apply;
- Apply the “half rule” on all trails, which says that the trail grades should be no more than half the side slope grade;
- Provide grade reversals to manage the flow of water;
- Plan switchbacks to navigate side slopes greater than 15%, to add interest to the trail, and to avoid using maximum grades for long distances. Place switchbacks at relatively flat areas or natural benches. Fewer, longer switchbacks are preferable to frequent, short ones. Switchbacks are not recommended on trails used by bicycles or for skiing.
- Use climbing turns on side slopes <15%.

ii) **Required ADA Accessibility.** Full ADA accessibility (<5% grade) is preferred for higher level trails, but is only required by law on trails that provide primary pedestrian access to facilities that are ADA accessible. For these trails, Table D.3 applies.

iii) **Accessible Trails.** Although not required by law, the Access Board has developed criteria for accessible trails in outdoor developed areas. Level 3, 4 and 5 trails should meet the criteria in Table D.4, unless they meet the exemption criteria.

iv) **Accessible Trail Exemptions.** Portions of trails that meet the following may be exempt from accessibility criteria:

- Compliance would cause substantial harm to cultural, historic, religious, or significant natural features of characteristics.

Table D-3

ADA Pedestrian Accessibility Standards

Grades \leq 5% (1:20)

Ramps \leq 8.33% (1:12) for maximum vertical rise \leq 30 in.
Level landings, 60 x 60 in., are required at each end of a ramp.
Hand rails are required for most ramps;
Consult ADAAG for more details.

Table D-4

ATBCB Criteria for Accessible Trails

1:20 (5%) any length

1:12 (8.33%) for up to 200 feet

1:10 (10%) for up to 30 feet

1:8 (12.5%) for up to 10 feet

No more than 30% of the total trail length shall exceed 1:12

Rest Area Criteria

Resting areas are required at intervals no greater than the above permitted lengths.

60 inch length, at least as wide as the widest trail segment adjacent to the rest area.

D. TRAIL DESIGN CRITERIA

- Compliance would substantially alter the nature of the setting or the purpose of the facility, or portion of the facility.
- Compliance would require construction methods or materials that are prohibited by Federal, State, or Local Regulations or Statutes.
- Compliance would not be feasible due to terrain or the prevailing construction practices.

v) Running Grade Criteria by Trail Level.

LEVEL 1: Maximum grade is based primarily on the ability of the trail to resist erosion caused by trail use, surface water, or wet soils. Target grade <12%. Maximum 20% for trails where underlying soils are sand, silt, or clay. 20%- 30% for gravel or rock base. For grades over 30%, natural trail base and surface must be composed of angular rock, large rock or solid rock. Provide grade reversals every 20-50 feet. Construct steps to minimize erosion.

LEVEL 2: Target grade: <10%. Maximum: 20% for distances up to 50 feet. Use on-site cut and fill to soften dips or peaks in trail corridor.

LEVEL 3: Target grade: < 8%. Maximum: 15% for up to 50 feet.

LEVEL 4/5: Target grade: $\leq 5\%$. Maximum: 8.33% for up to 200 feet, 10% for up to 30 feet, 12.5% for up to 10 feet. No more than 30% of trail length shall exceed 8.33%.

b. Grade Reversals

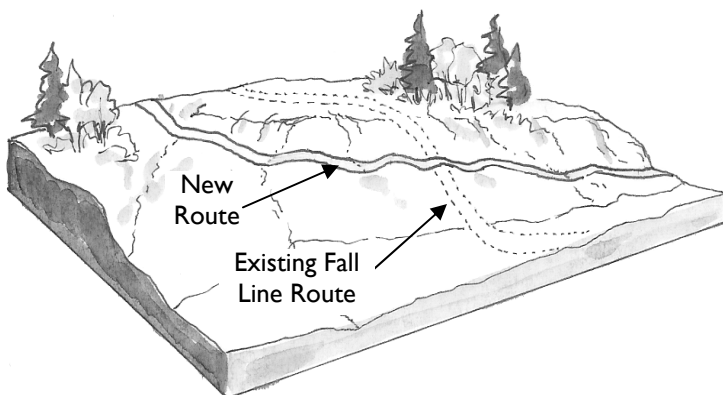
A grade reversal is a change in the direction of running grade, from an upslope grade to a down slope grade. They are used on unpaved trails to prevent erosion that is caused by water running *along* the surface of a trail versus *across* the trail. They should be provided every 20-50 feet along the trail corridor.

c. Cross-Slope & Cut / Fill

All trails require enough cross-slope to shed water off the trail surface, but not so much that it impacts the comfort or safety for the trail user. Managing surface water drainage along a trail corridor is critical to maintaining a safe and long lasting trail. Poorly managed drainage can erode soils and destroy vegetation. Keeping water moving across the surface of a trail will prevent ponding, erosion, and icing.

Steep side slopes (> 30%) are a common obstacle to the construction of trails on Homer's hillside terrain, and often trigger the need for extensive cut and fill to "fit" a trail into a hillside. Careful planning can minimize expense and environmental damage.

Figure D-2. An existing fall line trail is re-routed to gradually climb the hill. Grade reversals, or rolling grade dips, are added to create a sustainable trail that sheds water and provides rest areas.

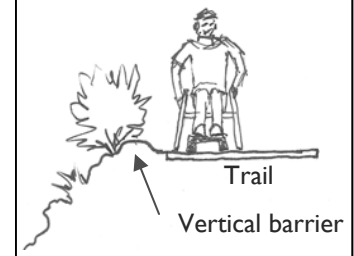


D. TRAIL DESIGN CRITERIA

i) General Cross-Slope and Cut / Fill Criteria:

- All construction-related disturbance, including areas of cut or fill, shall occur within the limits of the easement;
- Limits of cut and fill should be in proportion to the construction level of the trail. For example: low level trails justify very little cut / fill, high level trails may utilize the entire easement for most of the length of the trail;
- Maximum 1½ :1 (75%) cut slopes, maximum 2:1 (50%) fill slopes. Where soils are unstable, sandy, or saturated, 3:1 (33%) max slopes are recommended.
- For trails along side slopes of 30% or greater, construct the trail on the cut bench portion only. Avoid locating the trail on fill portions of the side slope;
- Provide retaining structures, as needed to minimize disturbance and to improve accessibility on Level 3, 4 or 5 trails;
- Construct trails to ensure water flows across or under the trail surface, not along the trail. Where it is necessary to run the water along the trail, it should be contained in a ditch with provisions made to protect against erosion. Ditch length should be minimized by diverting runoff across the trail at the nearest point feasible.
- To accommodate vision-impaired or wheelchair users on Level 4 or 5 trails with an adjacent fill slope, provide a vertical barrier along the cut slope edge of the shoulder, such as vegetation, or a minimum 3 in. curb or barrier.

Figure D-3. Edge protection along a trail.



ii) Criteria by Trail Level

LEVEL 1: Target cross slope is 3-10%. Maximum is up to the natural side slope. If the trail is designed for mountain bikes, cross slope maximum is 10%. Very minimal cut and fill. Little or no use of (rustic) retaining methods.

LEVEL 2: Target cross slope: 5%. Maximum: 10%. For ski trails, if bicycles are not allowed, steeper side slopes may be allowed. Minimal cut and fill as necessary to meet criteria and soften dips, ruts, bumps or peaks.

LEVEL 3: Target cross slope is 3%. Maximum is 10%. Cut and fill as needed to meet design criteria. Rock or timber used for most retaining needs.

LEVEL 4: Gravel trails: Target cross slope: 3%, Max.: 4%. Paved trails: target cross slope: 2%, Max.: 3%. Cut and fill may be significant, as needed to meet design criteria. May likely extend to edges of easement for much of the trail length. Imported materials for retaining structures common.

LEVEL 5: Target cross-slope is 2%. Where necessary, such as when crossing driveways, a cross-slope of 3% is allowable. Paved surfaces must be uniform enough to prevent ponding and icing. Shoulders should slope away from the paved sections of the trail with a target slope of 3%, and a maximum of 10%. Cut and fill may extend to the outer edges of the easement. Retaining structures common.

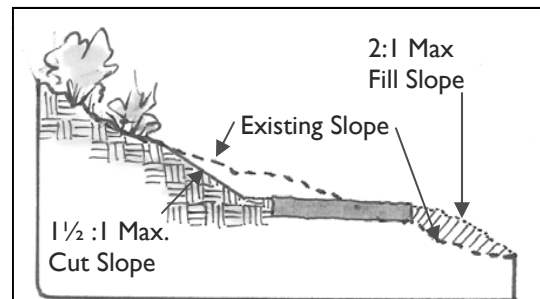


Figure D-4. A Full Bench Trail, placed on cut portion of the slope only, provides a more stable base than a trail placed on fill material.

iii) **Re-vegetation.** All cut / fill slopes should be vegetated with native species. Attempts should be made to salvage and stockpile existing vegetation for re-use on cut / fill slopes. Avoid reseeding with non-native species.

D. TRAIL DESIGN CRITERIA

4. WIDTHS

The complete trail cross-section is composed of the easement, the trail surface, the shoulders, and the clearance zone. The desired width is primarily related to the volume and mix of users. Secondary considerations include topography, curves, intersections, structures, and amenities.

Table D-5

REQUIRED EASEMENT WIDTHS	
LEVEL 1:	8 Feet
LEVEL 2:	20 Feet
LEVEL 3:	12 Feet
LEVEL 4:	15 Feet
LEVEL 5:	20 Feet

a. Easement Width

The following criteria apply to easement widths:

- A narrower portion of easement may be allowed when available space is limited by existing structures or property boundaries, for a short duration of the trail, and the narrow segment of the trail does not create a safety hazard or an uncomfortable trail segment of trail;
- Vary the easement width as needed to accommodate switchbacks or turns;
- Wider easement sections are allowed where existing side slopes require additional cut and fill, and retaining structures are not feasible, and the widened area is not extensive.

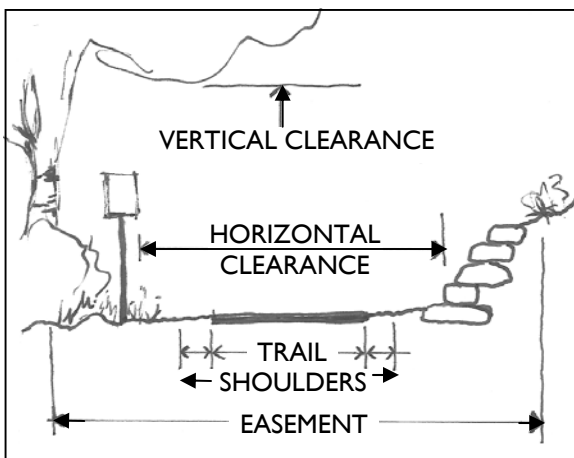
b. Trail Width

The width of the trail surface, or tread, is determined by the volume and type of users, as well as the nature of the terrain and the trail surface. Always provide for the user with the most demanding needs.

LEVEL 1: Trail tread width may range from 6 - 24 inches. Consistent width along the length is preferred, but not required on this level of trail. Natural obstacles and topography may both affect variability of the tread width. Provide 24 in. width when the trail is expected to attract mountain biking, equestrians, snow-shoeing, or skiing.

LEVEL 2: There is typically not a constructed trail tread for recreation corridors. They are a specified width of area that is cleared of woody vegetation and obstacles, mowed (optional), and identified with trail markers for use as a recreation corridor. Minimum width for an un-programmed low use corridor is 6 feet. Groomed ski trail routes require up to a 16 foot wide mowed corridor.

FIGURE D-5 Trail Profile



LEVEL 3: Widths may range from 3-5 feet. Safety may be a concern on narrow trails with a mix of pedestrians, bicycles and equestrians, even if the volumes are low. It cannot be expected that bicycles will use these routes as “one-way” trails, or stay off them altogether, so it is imperative that they be designed to mitigate potential hazards. For trails that will expect regular use by bicycles, overall use volumes are moderate, or hills are frequent, the width should be 5 feet. Narrower trails are allowed for lower use trails, but horizontal clearance and sight stopping distance should both be increased, curves widened, and passing areas provided at a minimum of every 1000 feet.

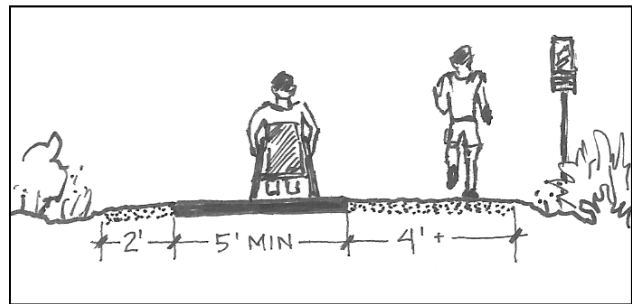
D. TRAIL DESIGN CRITERIA

LEVEL 4: Widths can range from 5 feet to 8 feet wide. Increase widths for trails with higher volumes of traffic, or a wide mix of uses, such as equestrians, joggers, bikes, children, etc. Additional width should be provided as needed for a curve, rest areas or amenities, a passing zone, a transition to a bridge, or at intersections.

LEVEL 5: Widths can range from 8 - 12 feet wide. AASHTO recommends a minimum width of 10 feet for two-directional paved multi-use trail. Where lower volumes of traffic are expected, grades are relatively flat, and views are open, the narrower width is allowable. Wider trails are recommended for areas of high use, with frequent amenities, interruptions or intersections, busy areas with mixed land use, or frequent use by all types of users, including equestrians.

ALTERNATE. Joggers and equestrians prefer gravel surfaces. An alternative trail section may be appropriate where a wide mix of users frequent the trail. Options include an 8 foot wide paved trail with 4 foot shoulders on each side, or with one 6 ft. and one 2 ft. shoulder. A dual trail solution is another alternative for accommodating equestrians more comfortably along side a busy paved trail.

FIGURE D-6 Alternate Trail Profile.



c. Shoulders

Shoulders along side a paved trail offer a transition zone along side the trail, as well as stability for the paved surface. Shoulders are typically needed along all trails, where they abut cut/fill slopes, bridges or other structures, for comfort and safety.

LEVEL 1: Typically none. On bridges, provide minimum 6 in. on each side.

LEVEL 2: Typically none. If a bridge or boardwalk is needed, an additional 2 feet of clearance on each side is recommended.

LEVEL 3: Provide 2 foot wide shoulders for crossing bridges or boardwalks, with or without railings. Provide a 12 in. shoulder between trail edge and cut / fill areas.

LEVEL 4: Provide a 2 foot wide buffer on each side on bridges or boardwalks, with or without railings. Provide 12 in. shoulders between trail edge and cut / fill areas. 2 ft. gravel shoulders required on paved trails.

LEVEL 5: Minimum 2 foot wide gravel shoulders required on all trails.

d. Passing Space

Where Level 3 trails are less than 5 feet wide, 60 x 60 in. passing spaces are required at least every 1000 feet. These areas are to be constructed adjacent to the trail, using the same construction method as the adjacent trail.

D. TRAIL DESIGN CRITERIA

e. Horizontal and Vertical Clearance

One of the most critical factors in developing safe and comfortable trail facilities is the provision of adequate clearance from obstacles that may be found along a trail. Sufficient clearances are needed for visibility and sight distance, trail maintenance, user comfort, passing room, snow storage, crowding, and emergency situations.

Much variability is found in trail clearances, and is based upon the trail design and setting, the various user groups, and the overall volume of users. Adjust clearance as needed for special user groups and maintenance vehicles.

Horizontal clearance refers to the width of clear space from the surface and sides of a trail corridor that is free of obstructions such as rocks, shrubs, amenities, sign posts, trees, railings.

Vertical criteria refers to the height of the clear zone. Trail users are higher when on bicycles, horses or skates, and snow conditions often raise the trail few feet, or more. Highly developed trail settings require a higher vertical clearance, due to our natural shy distance in these environments, compared to our tolerance for tree branches near our heads in wilderness settings.

- LEVEL 1: Horizontal: Maintain 36 inch wide clear zone.
Vertical: 6 ft. Hiking, 8 ft. bicycle & equestrian, 10 ft. snowshoe.
- LEVEL 2: Horizontal: 2 feet additional clearance beyond the edge of the designated trail corridor, or more as needed for ski run-out.
Vertical: 12 feet
- LEVEL 3: Horizontal: 2 feet beyond outer edge of trail to any trees, posts, railings, or signs. 12 in. beyond for other vegetation and cut / fill slopes.
Vertical: 8 ft. for most trails, 12 ft. for equestrian and winter uses.
- LEVEL 4: Horizontal: Minimum 2 feet beyond outer edge of trail to any trees, posts, railings, or signs. 12 in. beyond for other vegetation and cut / fill slopes.
Vertical: 9 ft. for most uses, 12 ft. for equestrians.
- LEVEL 5: Horizontal: Minimum 3 feet beyond trail edge (1 foot beyond shoulder) for any vertical obstructions, such as signs, railings, trees. 2 feet beyond outer edge of trail for vegetation and cut / fill slopes.
Vertical: 9 ft. for most uses, 12 ft. for equestrians.

D. TRAIL DESIGN CRITERIA

5. TRAIL CONSTRUCTION

Trails should be constructed to last a very long time. High quality construction results in a more safe, enjoyable and low maintenance trail. Design higher level trails to withstand snow removal or maintenance vehicles, such as trucks.

a. Trail Base

The base material, or structure, under the trail surface is responsible for the trail's ability to endure loads and repeated freeze-thaw cycles. A soils investigation is required prior to trail design and will have a bearing on the engineering of the trail. More highly constructed or rigid trail surfaces, such as pavement, bridges and boardwalks, require more highly engineered base structure, such as excavating native material and replacing with NFS material, or using piles that are driven to a depth of at least 5 feet. Light use trails require minimal engineering.

b. Trail Surface

Trail surfaces vary with user groups, seasons, volumes and trail locations.

- i) **Pavement.** Preferred for high use areas. Paved trails are best for accommodating commuter bicycles, in-line skates, wheelchairs and strollers. Edge reinforcement is recommended where the width of the trail is such that maintenance vehicle tires will likely be at the edge of the pavement.
- ii) **Gravel Surfacing.** Suitable for many uses, and is preferred for jogging and equestrian use, but is not as accessible or durable as pavement.
- iii) **Natural Surface.** Appropriate for very light summer use, and for winter use. Horses and bicycles can easily damage natural surface trails, especially in wet conditions.
- iv) **PPP - Porous Pavement Panels.** Synthetic trail hardening materials are useful in a variety of situations. They are most applicable for wet conditions on Level 1, 2 or 3 trails.
- v) **Other surfacing.** Rock, wood, recycled plastic, treated wood, metal.

c. Criteria for Trail Levels

- LEVEL 1: Base - Native materials. Surface: native rock, gravel, or earth. For wet crossings use logs, PPP, or other turf reinforcement materials.
- LEVEL 2: Base - Native materials. Surface: existing vegetation mat. For wet crossings, use log, metal, synthetic, PPP or other turf reinforcement.
- LEVEL 3: Base - Native materials. Surface: 4 in. NFS gravel over geotextile fabric. Wet crossings: wood, metal, synthetic, PPP or other turf reinforcement.
- LEVEL 4: Gravel Trails. Base: Remove vegetation and organic soils. 8 in. NFS gravel over geotextile over suitable soil. Surface: 2 in. leveling course.
Paved (or future paved) trails. Base: 24 in. NFS gravel over geotextile. Surface: 2 in. AC pavement over 2 in. leveling course. For wet crossings, wood, metal, synthetic.

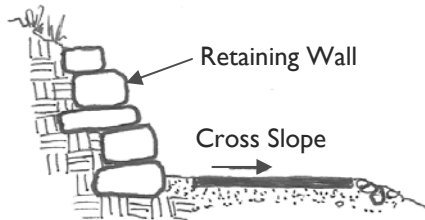
D. TRAIL DESIGN CRITERIA

LEVEL 5: Base: Remove vegetation and organic soils. 24 in. NFS gravel over geotextile over suitable soils. Surface: 2 in. AC pavement over 2 in. leveling course. For bridges and wet crossings: wood, synthetic, recycled plastic, treated wood, or metal.

6. STRUCTURES

Where trails cross creeks or traverse areas where existing grades or side slopes are too steep to construct the trail without excessive disruption to adjacent areas, structures may be necessary.

FIGURE D-7 Retaining Wall. Construct outside the horizontal clearance limit, taper back into the cut slope. Construct trail on the cut bench and drain away from the wall.



a. Retaining Walls

Construct all retaining walls outside the horizontal clearance limit of the trail. Retaining walls higher than 24 in. on the down slope side of a trail are discouraged. Where necessary, they should include a railing, for safety. Retaining wall materials vary depending on the level of the trail, with rock, concrete block, or timbers used on higher level trails and on-site materials, such as logs or rocks used on lower level trails. Where seeps occur behind retaining walls, provide method to ensure drainage through and under the wall.

b. Steps or Stairs

Steps and stairs are obstacles to many trail users, and are to be avoided, where possible. As needed, construct steps on Level 1 trails using on site materials, such as rocks. Only when all other options, including ramps, have been ruled out, are stairs allowed on Level 3, 4 or 5 trails. When stairs are necessary, consider providing long perron style steps, as strollers and wheelchairs can maneuver them easier.

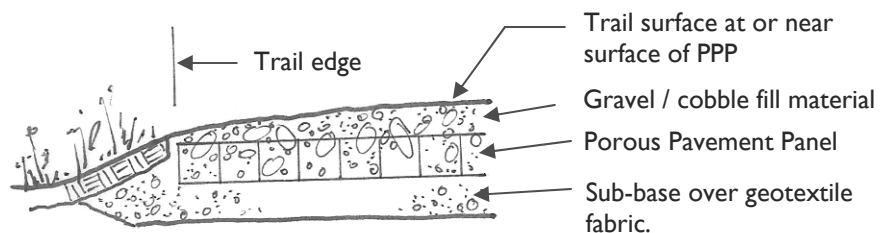
c. Ramps

Along required ADA accessible pedestrian routes, sections of trail greater than 5% may be considered ramps, and are allowed for limited lengths (see section 3. GRADE & CROSS SLOPE).

d. PPP (Porous Pavement Panels)

These are three dimensional structural grids designed to provide a durable wear surface and load distribution system in wetland and other degradable soils

FIGURE D-8 Installation Technique for Porous Pavement Panels



D. TRAIL DESIGN CRITERIA

e. Bridges

Bridges should be designed for pedestrian live loads and for maintenance or emergency vehicles if they may be expected to cross the bridge. Bridge decking should be designed with bicycle safe expansion joints or planks laid perpendicular to the trail direction unless bicycles are not allowed or not expected. Bridge widths should be the same as that of the approach trail plus 2 feet clear area on each side. Bridge decking should be flush with the approaching trail surface.

f. Railings

Railings are provided for safety on elevated trail segments, such as bridges. All railings should be engineered to withstand all loads that may be expected to occur on the bridge. The type of railing that is required is determined by the accessibility level of the trail, and fall into three basic types:

i) **Urban Setting.** Railings in highly pedestrian urban settings must meet International Building Code (IBC) requirements. Railings must be at least 42 inches high with vertical rails to prevent climbing, and be spaced to not allow a 4-inch sphere to pass through. Railings are required on ADA accessible ramps.

ii) **Rural Bridges.** Handrails on bridges or crossings, that are elevated at 30 inches or more, on accessible trails, such as Level 4 & 5 trails, need to meet AASHTO standards for pedestrian highway bridges. These standards require a 6-inch sphere must not pass through the railing in the bottom 27 inches, and an 8-inch sphere must not pass through the area higher than 27 inches. It also requires that the top railing is at least 42 inches for bicycles use, and 54 inches high for equestrian traffic. Rails should also be horizontal to prevent wheels and other objects from catching. All accessible trail bridges that do not have a rail system must have a minimum 3 inch high curb.

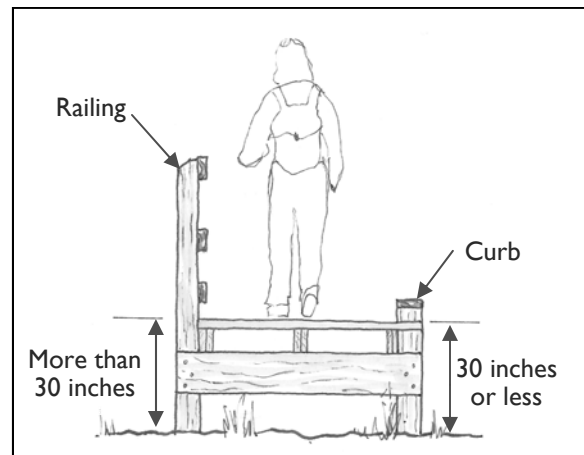
iii) **Remote Bridges.** For bridges in remote areas with a drop of 30 in. or more, railing requirements must meet OSHA standards. For typical crossings along Level 1, 2 & 3 trails, handrails are required to be at least 42 inches high for pedestrian traffic and 54 inches high for bicycle and equestrian traffic. They must include an intermediate rail so that vertical distances between rails do not exceed 15 inches between 2x4 wood rails or 19 inches between steel rails.

iv) **Railing Exceptions.** Not all trail bridges require railings. An analysis should be completed to identify and evaluate the bridge's potential users and the hazards of not having a rail system, including situations where a railing is provided on only one side. As a general rule, a remote trail or bridge with a drop of 8 feet or more, should have a pedestrian railing system.



FIGURE D-9 Bridge, railing and typical warning sign on a Level 5 Trail (Urban setting).

FIGURE D-10



D. TRAIL DESIGN CRITERIA

7. WETLANDS, WATER CROSSINGS & DRAINAGE

a. General Crossing Criteria for all Trails:

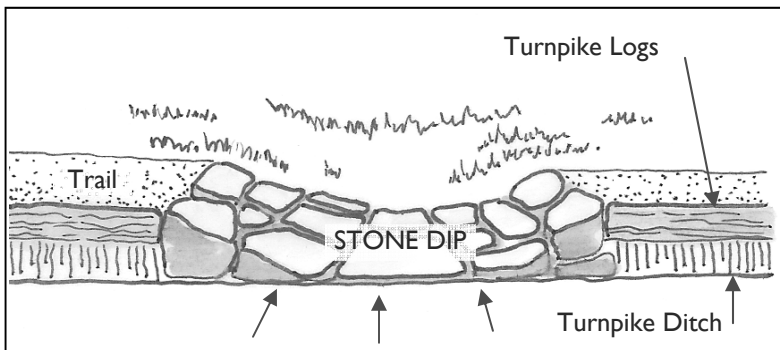
- Route the trail to minimize the number and length of crossings;
- Allow for water to pass freely under the trail, with minimal use of piping, culverts, or other constructed passage;
- Best alignment for crossing rivers, streams, and creeks: At a 90° angle on high ground, at a narrow point along the stream and away from curves or eroding soils;
- Best methods for seeps, saturated soils and wetlands: minimize crossing distance, avoid the need for fill, elevate and construct the structure to allow flow of water and growth of plant materials;
- All crossings shall be as wide as the approaching trail, with 1-2 feet additional clearance on each side, depending on the volume and type of users, and the level of the trail.

b. Crossing Techniques

Many techniques are available for use in crossing wet areas along trails. Choose the crossing technique that best suits the users, the volume of use, the trail level, and the specific location. For additional guidelines on wetland crossings, see USDA Forest Service manual titled Wetland Trail Design and Construction, 2007. An investigation of soils and water will help avoid surprises when constructing trails in

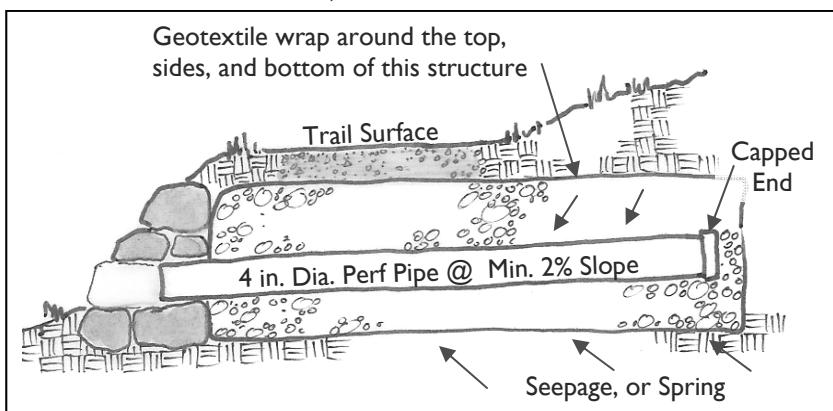
the hillside terrain. Problematic soil conditions may not be visible until a trail has experienced heavy use.

FIGURE D-10



i) **Dips.** Simple and effective ways to drain wet areas. The slope angle and depth vary with soil and water conditions. Stones help reinforce the dip. Geotextile may be installed underneath to prevent fines from washing out.

FIGURE D-11 Underdrain, or French Drain



ii) **French Drains or Underdrains.** For crossings over areas of low flow, on low level trails. Trail is constructed over a bed of round rock and perforated pipe, covered with fabric.

SOURCE OF DRAWINGS:
Wetland Trail Design and Construction, USDA Forest Service, 2007.

D. TRAIL DESIGN CRITERIA

iv) Planks with Piles, Cribbing or Bents. An elevated trail technique where one or more tread planks are laid parallel to the trail corridor, attached to piles, cribbing, or bents. Choice of support method depends on type of wetland, range of water depth, user volumes, size of trail. Piles are not recommended on low level trails, due to the depth needed to prevent frost heaving.

v) Puncheons. A crossing technique for low water areas that utilizes sleepers. Some have linear planks, others also have stringers to support perpendicular decking, which is necessary for bicycle travel.

vi) Boardwalks. These are the most substantially constructed form of elevated crossings. They use piles, diagonal bracing, stringers, and planking laid perpendicular to the direction of travel. They often include curbed edges or railings, and can be constructed to suit many user groups, including bicycles and wheelchairs.

vii) Other Techniques. Avoid using ditches, culverts or other channelization techniques to divert water, as they may create issues with landslides and super-saturation of soils. Corduroy, turnpikes and causeways are all variations of at-grade wetland crossings, each with their pros and cons. Use of these may be appropriate in some situations, but they are typically not the most environmentally friendly.

c. Materials

Choose materials that are long-lasting and environmentally safe. More investment is expected on higher level trails.

FIGURE D-12 Log Cribbing with Two Sleepers

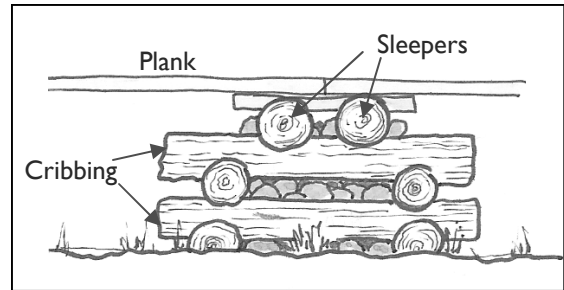


FIGURE D-13 Bog Bridge with Sleepers, or Single Plank Boardwalk

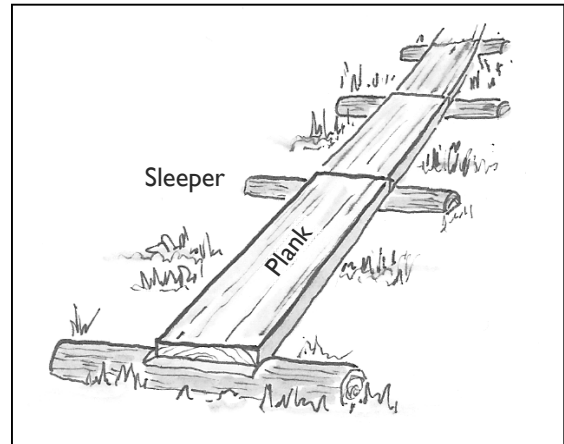


FIGURE D-15 Puncheon

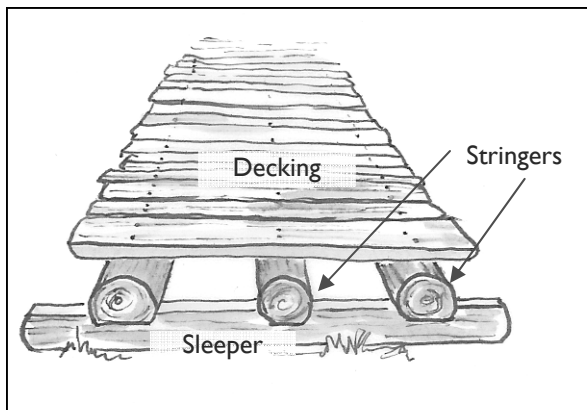
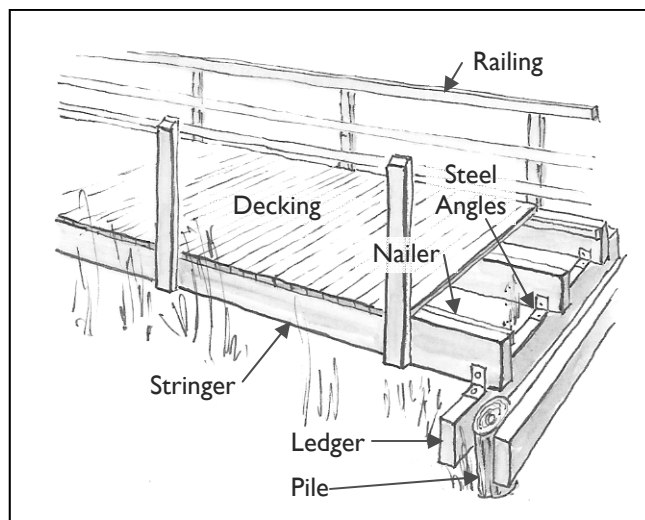


FIGURE D-14 Boardwalk



SOURCE OF DRAWINGS: Wetland Trail Design and Construction, USDA Forest Service, 2007.

D. TRAIL DESIGN CRITERIA

8. TRAFFIC CONTROL, ACCESS & SAFETY

a. Signage & Striping

Signing and marking are essential to ensure the safety, compatibility and enjoyment of multi-use trails. In general, uniform application of traffic control devices, as described in the MUTCD shall be used and will tend to encourage proper behavior. Additional criteria for signage located in [D.2.d Intersections](#).

i) Trail Identification Signs. Locate at access points, trailheads, intersections, and at regular intervals along trail corridors. For consistency, use standard tan on brown recreation identification signs. Identification signage may include trail name, allowed and/or restricted uses, trail rules, accessibility level, directional information, and trail length information, as appropriate. Customized trail identification or character signs may be used in addition to standardized brown recreation signs.



FIGURE D-16 Trail signage.

ii) Traffic Control Signage. Provide as needed on trails or roadways, in compliance with MUTCD standards, including shapes and colors, where feasible.

iii) Directional Signs. are intended to be simple diagrams informing trail users as to trail direction and alignment, and are especially important in busy, high-use locations.

iv) Regulatory and Warning Signs. Use for hazards, cautions or for other traffic control information, in accordance with MUTCD. Place no less than 50 feet in advance of the hazard.

v) Sign Placement. Signs are intended to be post mounted 4-5 feet above trail grade to bottom of sign (MUTCD). Recommended distance from the edge of the trail or shoulder ranges from 1-7 feet, depending on the type of sign, volumes of users, mix of user groups, trail width, and potential for speed.

vi) Striping. Provide centerline striping on paved trails where bicycle traffic is heavy, on curves, and as needed to assist with trail safety. General guidance on marking is provided in the MUTCD.



FIGURE D-17 Boulder used for access restriction.

b. Other Safety Criteria

Provide Detectable Warnings, as required by ADAAG, on the surface of curb ramps, and at other areas where pedestrian ways blend with vehicular ways. Provide detectable edges (no less than 3 in.) along the edge of a trail that abuts a hazard, such as a steep drop, or obstacle.

c. Motorized Vehicle Access and Restriction

Motorized vehicles are prohibited from all trails, except as needed for maintenance or emergencies. In addition to signage, vertical barriers such as bollards, either removable or permanent, posts, vegetation, or boulders may be used to limit vehicular access. Set bollards 48-60 inches apart, and use removable bollards for maintenance access by authorized vehicles.

D. TRAIL DESIGN CRITERIA

d. Trail Heads & Parking

Provide adequate parking, signage and staging areas as needed to accommodate various recreational activities on trails. Amenities such as maps, educational information, trash receptacles, seating, and other trail information are all possible features found at trail heads. Place trail heads and parking areas at the most logical locations along the trail, typically at ends.

9. AMENITIES

Trails are expected to serve many purposes including transportation, recreation, education and social interaction. Amenities, such as benches, trash receptacles, lighting, interpretive panels, and structures are appropriate and necessary for a trail network that meets these objectives. Generally, the higher level trails require more amenities. All amenities should be located outside the trail's clear zone. All amenities provided on accessible trails must also be accessible.

a. Benches

Benches are integral to recreation facilities, and can be used to provide seating for resting, socializing, or viewing. They should be provided at crests of hills, at midpoints of long inclines, in conjunction with other trail amenities, near recreation areas such as playgrounds, and at overlooks or viewpoints along a trail. All benches should meet ATBCB Guidelines for Recreation Facilities.

b. Trash & Recycling Receptacles

Provide bear proof facilities for trash and recycling along higher level trails in locations such as trail heads, rest areas, & interpretive facilities. Locate these facilities for easy maintenance.

c. Lighting

Lighting provides safety and comfort on trails used for transportation, which is primarily Level 4 and Level 5 trails. Where ambient lighting from nearby areas is not adequate to light the trail, additional pedestrian scale lighting may be advisable on these trails, especially at intersections.

d. Information

Trail maps, interpretive information is useful and appropriate in many circumstances along trails, such as to provide information on nearby historic, cultural or natural features. Such amenities enhance the user experience and also protect those community assets. Provide a minimum 4 feet clearance between informational amenities, such as interpretive signs and kiosks, and the edge of the trail.

e. Bicycle Racks

Provide bicycle racks at trail heads, parking areas, and other destinations along the trail corridor. Provide a minimum 4 feet clearance between bicycle racks and the trail.



FIGURE D-18 Trail widens to accommodate interpretive signage.

D. TRAIL DESIGN CRITERIA

10. SPECIAL USES AND CONSIDERATIONS

Where a trail will accommodate a variety of uses, design it for the mode of travel requiring the most demanding design, construction, and maintenance specifications.

a. Winter Only Trails

Level 2 - Recreation Corridors may be located through wetlands, with the intent that these routes are not used during summer months, and that the entire trail segment, or loop, is managed and identified as winter use only. These routes require seasonally installed, removable, vertical identification markers to guide trail groomers and trail users.

b. Ski Trails

Ski trails typically refer to one or two-way groomed x-country tracks and/or skate ski lanes. Minimum widths for classical ski trails is 6 feet. Minimum for a groomed skate track is 12 feet. Grooming for skate skiing with a classical track along side requires 16 feet.

When calculating design speed, turning radii, and sight stopping distance for ski trails, the effects of icy conditions must be considered, as well as any increased speed expected for specific events or races. A skier's speed may be as much as 30 mph at the bottom of a long hill. And, their turning and stopping ability are both impaired. Additional widths and clearances, as well as 'run out' zones are recommended to avoid accidents. On one-way ski trails, doubling travel time is not necessary for calculating sight stopping distance, and hills can be managed for one way travel, providing clearances only where needed for one direction of downhill travel.

c. Mountain Biking

Assume that mountain bikes will find their way to every type of trail. If designing a trail specifically for mountain biking, refer to design guidelines developed by the IMBA when designing the trail. Always design for pedestrians to share the trail.

d. In-line Skates

For paved multi-use trails that may attract In-line skaters, a minimum 10 foot width is advisable to accommodate a wide mix of users.

e. Beach Access Routes

The U.S. Access Board provides design criteria for beach access in their draft guidelines for Recreational Facilities and Outdoor Developed Areas, 2007.

D. TRAIL DESIGN CRITERIA

f. Equestrian Use

Designing for equestrians involves many special considerations. Horses prefer not to travel on paved surfaces. Horse hooves are very destructive to natural surface trails, especially in wet or soft conditions. Gravel and stone surfaces are the most resilient to horse traffic. Porous pavement panel products can also be very durable and compatible surface hardening materials where equestrians are present.

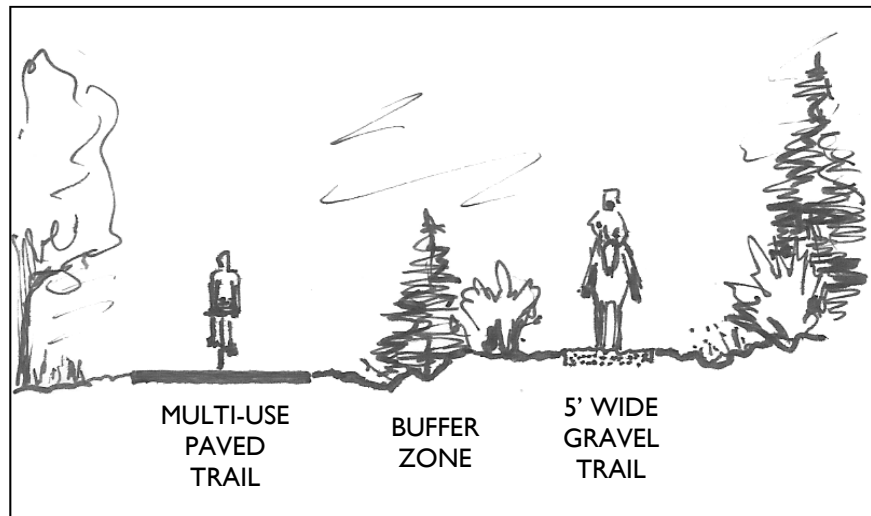
Compatibility with other user groups can also be an issue. Typically, horses are more comfortable in the presence of pedestrians or motorized vehicles than they are around bicycles. Separation, or at least a wide trail profile, is recommended when both bicycles and equestrians frequent the trail.

Increase horizontal clearance (2-3 feet each side of the trail) for equestrian use. Provide 10-12 feet vertical clearance depending on the character of the trail. Low development setting - 10 foot clearance. Highly developed settings - 12 feet.

For trails that are design for equestrian use, at grade crossings are preferred to bridges, and should be used when practical.

For additional information and design criteria for equestrian facilities, refer to the [Equestrian Design Guidebook for Trails, Trailheads, and Campgrounds](#), produced by the USDA Forest Service, 2007.

FIGURE D-19 Example of a divided trail for equestrian routes where space is available.





City of Homer

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Office of the City Clerk

491 East Pioneer Avenue
Homer, Alaska 99603

clerk@cityofhomer-ak.gov
(p) 907-235-3130
(f) 907-235-3143

Memorandum

TO: ADVISORY BODIES
FROM: MELISSA JACOBSEN, MMC, CITY CLERK
DATE: OCTOBER 19, 2022
SUBJECT: MEETING SCHEDULE FOR 2023

Please review the draft resolution that establishes your meetings for 2023 and make any changes by way of motion.

Requests for meeting schedule changes will then go to City Council, who will be setting the 2023 meeting schedule for Council and Advisory Bodies via resolution no later than their November 28, 2022 meeting.

Recommendation

Review the attached draft resolution; make a motion to approve the resolution either as-is or with amendments and recommend adoption by City Council.

**CITY OF HOMER
HOMER, ALASKA**

City Clerk

RESOLUTION 21-0xx

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA,
ESTABLISHING THE 2023 REGULAR MEETING SCHEDULE FOR CITY
COUNCIL, ECONOMIC DEVELOPMENT ADVISORY COMMISSION,
LIBRARY ADVISORY BOARD, PARKS ART RECREATION AND
CULTURE ADVISORY COMMISSION, PLANNING COMMISSION,
PORT AND HARBOR ADVISORY COMMISSION, AND AMERICANS
WITH DISABILITIES ACT (ADA) ADVISORY BOARD.

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

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

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

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

WHEREAS, This Resolution does not preclude additional meetings such as emergency meetings, special meetings, worksessions, and the like; and

WHEREAS, Council adopted Resolution 06-144 on October 9, 2006 establishing the Regular Meeting site for all bodies to be the City Hall Cowles Council Chambers.

NOW, THEREFORE, BE IT RESOLVED by the Homer City Council, that the 2023 meeting schedule is established for the City Council, Economic Development Advisory Commission, Library Advisory Board, Parks Art Recreation and Culture Advisory Commission, Planning Commission, Port and Harbor Advisory Commission, and the American with Disabilities Act (ADA) Advisory Board of the City of Homer, Alaska, as follows:

HOLIDAYS – City Offices closed:

January 2, New Year's Day, Monday*	February 20, Presidents' Day, third Monday*	March 27, Seward's Day, last Monday	May 29, Memorial Day, last Monday	July 4, Independence Day, Tuesday	September 4, Labor Day, first Monday
October 18, Alaska Day, Wednesday	November 10, Veterans Day, Friday*	November 23 Thanksgiving Day, Thursday	November 24, Friday, the day after Thanksgiving	December 25, Christmas, Monday	

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

CITY COUNCIL (CC)

January 9, 23	February 13, 27	March 13, 28*	April 10, 24	May 8, 22	June 12, 26
July 24**	August 14, 28	September 11, 25	October 3 Election	October 9, 23 Oath of Office October 9	Canvass Board October 6
November 7 Runoff Election	November 27**	December 11***	December 18*** if needed		

*Second meeting in March will be held on a Tuesday due to Seward's Day

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

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

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

ECONOMIC DEVELOPMENT ADVISORY COMMISSION (EDC)

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

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

LIBRARY ADVISORY BOARD (LAB)

January 17	February 21	March 21	April 18	May 16	
	August 15	September 19	October 17	November 21	December 19

Library Advisory Board Regular Meetings are held on the third Tuesday of January through May and August through December at 5:30 p.m.

PARKS, ART, RECREATION AND CULTURE ADVISORY COMMISSION (PARC)

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

Parks, Art, Recreation and Culture Advisory Commission Regular Meetings are held on the third Thursday February through June and August through November at 5:30 p.m.

PLANNING COMMISSION (PC)

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

*There will be no First Regular Meeting in July or Second Regular Meetings in November and December. **October 18th is Alaska Day Holiday so the second meeting is moved to the _____

Planning Commission Regular Meetings are held on the first and third Wednesday of each month at 6:30 p.m.

PORT AND HARBOR ADVISORY COMMISSION (PHC)

January 25	February 22	March 22	April 26	May 24	June 28
July 26	August 23	September 27	October 25		December 13

Port and Harbor Advisory Commission Regular Meetings are held on the fourth Wednesday of January, February, March, April, September, and October at 5:00 p.m.; the fourth Wednesday

of May, June, July, and August at 6:00 p.m.; and the second Wednesday of December at 5:00 p.m.

AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE COMMITTEE (ADA)

	February 10		April 13	May 11	June 8
July 13	August 10		October 12	November 9	

The Americans with Disabilities Act (ADA) Advisory Board Regular Meetings are held on the second Thursday at 5:00 p.m. in the months of February, April, May, June, July, August, October, November, with additional meetings called as needed.

PASSED AND ADOPTED by the Homer City Council this _____ day of November, 2022.

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

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

City of Homer
Parks, Arts, Recreation & Culture
Advisory Commission Presents:



Dave Brann



Kachemak Bay Club

BEN WALTERS PARK RECOGNITION CEREMONY

Thursday,
October 20, 2:00–3:30pm

Acknowledging the adoption of the Ben Walters Park by the **Kachemak Bay Rotary Club** and their efforts in continuous improvements to make it better for all.

Ben Walters Park
(near McDonald's)

Join us!
**Serving hamburgers,
hot dogs and drinks.**
Open to the public.
Rain or shine!



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Homer, Alaska 99603

citymanager@cityofhomer-ak.gov

(p) 907-235-8121 x2222

(f) 907-235-3148

Memorandum

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: September 22, 2022
SUBJECT: City Manager's Report for September 26, 2022 Council Meeting

Main Street Sidewalk Construction

There is now a concrete curb laid all the way up Main Street! Expect to see paving in the near future as the project works its way towards a conclusion.



Master Transportation Plan Update

Work continues on the Master Transportation Plan (MTP). Economic Development Manager Julie Engebretsen and Public Works Director Jan Keiser made a presentation to the Homer Drawdown group on September 22nd about the MTP and how non-motorized transportation will be addressed. Drawdown and City staff are also planning for the Trails Symposium which is scheduled for October 1st at Kenai Peninsula College's Kachemak Bay Campus. Public input collected at the Trails Symposium will be incorporated into the non-motorized transportation element of the MTP. Additionally, Kinney Engineers, the MTP consultant, will be conducting a mini-neighborhood traffic study of the Ohlson/Bunnell (Old Town) neighborhood, to help inform the engineering of the pavement restoration project.

Red Cross Visit

Bridget Vivoda, a Red Cross Disaster Program Manager for Anchorage and the Kenai Peninsula, met with Fire Chief Mark Kirko, Special Projects Coordinator Jennifer Carroll, Assistant to the City Manager Christine Drais,

and myself to discuss Red Cross programs and opportunities for partnership. We are tentatively looking at an emergency shelter training opportunity to be held in spring of 2023.

Chamber of Commerce

Economic Development Manager Julie Engebretsen and I met with Chamber Executive Director Brad Anderson and two Chamber Board members to discuss ways the City and the Chamber can better partner in the coming years. We have an upcoming opportunity to update our agreement with the Chamber, and this was a great opportunity for each party to learn more about how we expect our organizations to grow and change into the future.

Seldovia Visit

I made my way to Seldovia to meet with leadership from the City and Seldovia Village Tribe. I spent an afternoon with Seldovia City Manager Rachel Friedlander, Seldovia Mayor Jeramiah Campbell, and President/CEO of the Seldovia Village Tribe Crystal Collier. We discussed visions for the future of Homer and Seldovia. We also looked for various ways that we can continue to partner together to create regional benefits.

Cosmic Hamlet Pickleball Tournament

Homer Community Recreation hosted a 3 day competitive pickleball tournament over Labor Day weekend. This inaugural event attracted 56 players from Alaska, 2 from Hawaii, 1 from Arkansas and 1 from Canada for a total of 60 people. The event ran very smoothly with a volunteer team including Lin Reid, Janie Leask, Christopher Mullikin and Recreation Manager Mike Illg. The general feedback from the participants was very positive with the exception of only having the ability to play on 3 pickleball courts inside the HERC gym without any space for participants and spectators to watch nor was there much room for eating, bags, socializing etc. We are looking forward to offering this again in the years to come.



Short Term Rentals – Work Session in October

The special projects team will be presenting at the next scheduled work session in October on short term rentals (STRs). They made stops at the Economic Development Commission and Chamber of Commerce in the last couple weeks to preview the concept with important stakeholders. We anticipate a follow up work session will be held to work on potential solutions later in October.

Enclosures:

1. September Employee Anniversaries
2. Flyer for non-motorized transportation symposium



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Homer, Alaska 99603

citymanager@cityofhomer-ak.gov

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(f) 907-235-3148

Memorandum

TO: MAYOR CASTNER AND CITY COUNCIL
FROM: Andrea Browning
DATE: September 26, 2022
SUBJECT: September 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.

Aaron Glidden	Port	18	Years
Ryan Browning	Police	12	Years
Nick Poolos	Admin	12	Years
Tracie Whitaker	Police	8	Years
Lisa Linegar	Police	7	Years
Jakob Richter	Fire	3	Years
Charles Benson	Police	1	Year
Andrew Cranley	Public Works	1	Year
Samantha Cunningham	Fire	1	Year
Jedidia Gautier	Port	1	Year

HOMER PATHWAYS FORWARD: NON-MOTORIZED TRANSPORTATION SYMPOSIUM

Come learn about and give community feedback towards a safe, walkable, bikeable, and trail friendly community.



LOCATION: Kachemak Bay Campus

DATE: Saturday October 1st 1 - 4pm.

151

JOIN HOMER DRAWDOWN AND THE CITY OF HOMER TO HELP DEVELOP A VISION FOR A SAFE WALKABLE, BIKEABLE, TRAIL FRIENDLY COMMUNITY

- Learn about People-Oriented Transportation efforts
- Comment on current walk/bike/trail infrastructure and future desires
- Make recommendations for the 2022 Homer Transportation Plan

Snacks and Beverages Provided

For more information:

www.homerdrawdown.info and homerdrawdown@gmail.com

or contact Economic Development Manager Julie Engebretsen at JEngebretsen@ci.homer.ak.us or 907-435-3119





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(f) 907-235-3148

Memorandum

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: October 6, 2022
SUBJECT: City Manager's Report for October 10, 2022 Council Meeting

Main Street Sidewalk Construction

We're just waiting on a break in the weather to pave the sidewalk... almost done!

Master Transportation Plan and Trail Symposium

On October 1st, the City and Homer Drawdown co-hosted the Homer Pathways Forward: Non-Motorized Transportation Symposium. Thanks to Homer Drawdown and Kachemak Campus for this event partnership! The event was well attended and the public had a lot of great comments and suggestions. It was great to be back in person and see community members fully engaged. There were many take-aways, but one theme stood out: The sidewalks and paths that people most care about are on roads the City doesn't own. We will be discussing this more in the future.



Next up for the Transportation Plan are two surveys; one is a survey monkey, and the other is a mapping tool where people can make comments with a pinpointed location. You can find the project website and surveys here: <https://www.cityofhomer-ak.gov/publicworks/transportation-plan>. Paper survey copies are available at the Library and City Hall. Economic Development Manager Julie Engebretsen and Brad Parsons of the Independent Living Center will be providing broad project overviews to all City Boards and Commissions during the month of October. An update will be provided to Council at the October 24th meeting. The next community meeting is scheduled for Wednesday, November 9th at the college.

Comprehensive Plan and Zoning Code RFP

Two major priorities set in the Council's 2022 visioning work session were the updates of the Comprehensive Plan and the Zoning Code. A staff working group, together with councilmembers Aderhold and Davis, collaborated to create an RFP for consulting services. We have chosen to put them out for proposal together to ensure a smooth transition from Comprehensive Plan to Zoning Code rewrite. We don't typically bring draft RFPs to Council, but this is a particularly large/important project and we wanted to make sure the Council had a chance to see this document before it hits the street. You will notice that the RFP contains instructions not to exceed \$650,000. Based on experience, current market conditions, and general market research, we believe that this multi-year project can be accomplished at or below that number. We have not yet asked Council for an appropriation, but I have mentioned throughout the last year that these updates were projects I had in mind as potential uses of the \$1.5M Council moved into the General Fund CARMA account earlier this year (Ordinance 22-09).

Homeland Security Site Visit

We recently received a visit from an audit team working for the State's office of Homeland Security. They came to review our Homeland Security grants for 2018, 2019, 2020, and 2021. The audit consisted of an extensive review of our financial files for each grant year and an on-site evaluation of various equipment to ensure the accuracy of our grant equipment inventory reports. Our financial files were found to be in very good order and our equipment inventory report checks were also positive. The team complimented Homer for doing things the right way and submitting required reports as needed and on time. The visit took half the time anticipated largely due to our team's strong performance in grant management.

AMLJIA Board of Trustees

The Alaska Municipal League (AML) Board of Directors and the Alaska Municipal League Joint Insurance Association (AMLJIA) Board of Trustees have voted to approve me as an AMLJIA trustee. I will officially take my seat on the Board at their December meeting held during the AML conference. To prepare for the transition, I attended the most recent quarterly meeting of the AMLJIA Board of Trustees in Anchorage. I also participated in a strategic planning session. The board meets quarterly and will pay for any required travel.

Cities of Opportunity Cohort

I nominated Economic Development Manager Julie Engebretsen to participate in a statewide cohort for the Alaska Municipal League's new "Cities of Opportunity" program. She was accepted to the program which is now underway. The cohort will meet monthly over the next year with an emphasis on economic development and healthy communities, in concert with the Alaska Conference of Mayors. Determinants of economic development and community health include the physical, social, economic, and work and service environments. The cohort includes up to twenty municipal leaders to share experiences and challenges, evaluate community data trends, identify potential local government roles, produce a road map for local action, and connect with strategic partners to discuss implementation. At the first meeting, Julie was able to share with other communities the success of Homer's Community Health Needs Assessments, and the

partnerships created through MaPP. Julie is looking forward to sharing our learned experiences with colleagues in other Alaskan communities, as well as to learn from their successes.

Budget Priorities and Planning

We are scheduled to have a discussion regarding Council budget priorities at our next meeting (October 24th), there will also be a public hearing. This will be the first of many opportunities to talk about what you want to see in the FY24/25 budget.

As part of an initiative to increase outreach to boards and commissions early in the budget process, Finance Director Walton has been meeting with different bodies to talk about the FY24/25 budget. She met with the Library Advisory Board and Port Commission in their respective September meetings to discuss the FY24/25 budget process and to answer any budget related questions. The FY24/25 budget schedule was distributed and discussed. Future capital planning and spending was a hot topic in both meetings. Director Walton is also scheduled to meet with the Economic Development Commission (EDC) on Tuesday, October 11th. The plan is to share the FY24/25 budget schedule and to be available to answer any questions the EDC has regarding the budget process.

Caselle Fiscal Year Conversion

With the completion of the FY21 audit, we were able to make some large structural changes to our Caselle account to accommodate for the change of fiscal year initiated by Ordinance 20-89. Caselle staff led the transition, with support from Finance and IT staff. This software modification was the last major piece of our transition from a calendar year to a fiscal year. Finance is currently confirming that the transition was completed appropriately.

Enclosures:

1. October Employee Anniversaries
2. Comprehensive Plan and Zoning Code Update memo and RFQ/RFP



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Memorandum

TO: MAYOR CASTNER AND CITY COUNCIL
FROM: Andrea Browning
DATE: October 10, 2022
SUBJECT: October 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.

Paul Raymond	Public Works	9	Years
Charles Lee	Police	2	Years
Emily Larson	Fire	1	Year



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Memorandum

TO: Mayor Castner and Homer City Council
FROM: Ryan Foster, Special Projects Coordinator
DATE: September 27, 2022
SUBJECT: Request for Proposal/Request for Qualifications for Updating the Comprehensive Plan and Zoning Code

An update of the Comprehensive Plan and modernization of the Zoning Code was identified as a Council priority during the 2022 Visioning work session held in March at the Pratt Museum. The Title 21 Zoning and Planning Code has been updated in sections over the years, but it has not had a significant update in decades. It is generally viewed as difficult to work with by the public and City staff and unable to achieve the vision and goals currently set out in the Comprehensive Plan. The Comprehensive Plan underwent a technical update in 2018, but since the Zoning and Planning Code implements the vision of the Comprehensive Plan, it is highly recommended to undergo a full update of the Comprehensive Plan in advance of a Code rewrite.

Given the above current situations, City staff are proposing to move forward on a two-phase project, starting with a new Comprehensive Plan and ending with a complete update of the Title 21 Zoning and Planning Code. In hiring a consultant firm to fully update the two most important regulatory documents for planning and development in the City of Homer, staff recommends a two-stage process:

- Stage 1 - Request for Qualifications (RFQ): Reviewed and scored by a selection committee.
- Stage 2 - Request for Proposals (RFP): Those firms selected through the RFQ process will then submit an RFP, with a not to exceed amount of \$650,000, for review by a selection committee that will evaluate the proposals and make a recommendation to the City Manager.

An additional component necessary for project success is a budget of \$30,000 for advertising, outreach, and materials, such as food, for public meetings.

Comprehensive Plan Update (Phase I)

What it is: A Comprehensive Plan establishes, at a high level, a vision, goals, and objectives for the future development of the City. A new Comprehensive Plan would directly influence and guide the complete update of the Title 21 Zoning and Planning Code, established as Phase II of this project. This plan also helps determine the best approach to the topics of parking, density, form/layout, mobility/connectivity, building height, sustainability, green infrastructure, and coordinating land use and transportation plans to name a few.

What Homer gets:

1. Delivery of a completely updated Comprehensive Plan.
2. A vision and guidance for the update of the Title 21 Zoning and Planning Code.
3. Public and key stakeholder outreach to better inform and guide the Comprehensive Plan.
4. Detailed consideration of the topics of parking, density, form/layout, building height, mobility/connectivity, sustainability, and green infrastructure.
5. Alignment of the Comprehensive Plan with Council Goals, Master Transportation Plan and Non-Motorized Trails and Transportation Plan (currently under development), Homer Spit Plan, and the Town Center Development Plan.
6. Presentation of the Comprehensive Plan to the Planning and Zoning Commission, Economic Development Commission, and City Council public hearings for recommendation and approval.
7. Consultants, by taking on the bulk of the project (with a limited support role by City staff), free up City staff to continue to provide day-to-day services, ensures on-time project deliverables, and utilizes consultant subject matter expertise.

What Homer receives when complete: A Comprehensive Plan that guides the future development of the City over the next 20 years and addresses the unique planning challenges of the community, such as limited developable land, a strong demand for housing, and consideration of our unique geographical and topographical conditions.

Title 21 Zoning and Planning Code Update (Phase II)

What it is: The City's Title 21 Zoning and Planning Code defines the processes, establishes zoning districts, and associated development standards for land use development in the City. The Zoning and Planning Code is the regulatory framework that implements the vision, goals, and objectives established in the Comprehensive Plan.

What Homer gets:

1. Delivery of a completely updated Title 21 Zoning and Planning Code.
2. A modernized code by bringing the standards up to date by applying measures that reflect contemporary best practices, land use trends, and market demands, while improving efficiency and user friendliness into the code.
3. A code that provides for the implementation of the vision of the new Comprehensive Plan.
4. Consultants conduct all public and key stakeholder outreach to better inform and guide the new code.
5. Alignment of the new Title 21 Zoning and Planning Code with the new Comprehensive Plan, Master Transportation Plan and Non-Motorized Trails and Transportation Plan (currently under development), Homer Spit Plan, and the Town Center Development Plan.
6. Presentation of the new Title 21 Zoning and Planning Code to Planning and Zoning Commission and Council public hearings for recommendation and approval.
7. Consultants, by taking on the bulk of the project (with a limited support role by City staff), free up City staff to continue to provide day-to-day services, ensures on-time project deliverables, and utilizes consultant subject matter expertise, especially in writing code.

What Homer receives when complete: An updated Title 21 Zoning and Planning Code that will allow the City to realize the vision and goals defined in the Comprehensive Plan with updated processes and development standards. In addition, greater efficiency, clarity, and user friendliness will be built into the zoning code.

Attachments

Request of Qualifications for Comprehensive Plan and Zoning Code Update

Request for Proposal for Comprehensive Plan and Zoning Code Update

City of Homer

Request for Qualifications

City of Homer Comprehensive Plan and Zoning and Planning Code Update

Issue date: Issue date: TBD



Submittal Deadline:

4:30 pm, TBD

City of Homer Comprehensive Plan and Zoning and Planning Code Updates

Issue date: TBD

The City of Homer is soliciting qualifications from qualified firms to perform the work for **City of Homer Comprehensive Plan and Zoning and Planning Code Updates**.

The first Homer Comprehensive Plan was adopted in 1954. The most current comprehensive plan is the 2018 edition, which received a technical update. A new Comprehensive Plan is necessary to establish a current vision, goals, and objectives for the future of the City and a new zoning code will be required to implement that vision.

The City wishes to have this work conducted immediately upon issuance of contract.

RECEIPT OF QUALIFICATIONS DEADLINE: Qualifications will be accepted until 4:30 p.m., Alaska Standard Time, TBD. Qualifications shall be submitted via hard copy at the City Clerk's Office, City of Homer, 491 E Pioneer Ave, Homer, AK 99603. All proposers must submit a City of Homer Plan Holders Registration form to be on the Plan Holders List to be considered responsive.

SCOPE OF WORK: The work will consist of two phases. Phase I: helping the City of Homer complete a new Comprehensive Plan, and Phase 2: helping the City of Homer update the Zoning and Planning Code. The work will include involvement with stakeholders, including, but not limited to the City Council, City staff, community members, and community interest organizations. Timeline for completion of this work is two years, one year for each phase of the project.

EVALUATION CRITERIA: The City will select firms to interview. The City will enter negotiations with one firm deemed to provide the best value for the project, including cost and other factors. Interested parties shall submit the following items with their Statements of Qualifications:

1. Letter of interest.
2. Description of the team and its ability to meet City of Homer needs.
3. Statements of Qualifications shall include the following information:
 - a. Name(s) of firm serving as prime and any subconsultants as well as Organization Chart.
 - b. A brief history of the firm(s) serving on the team, including applicable licenses.

c. Resumes of key personnel, which shall include, as a minimum, the following personnel:

- i. Project Manager
- ii. Design Lead
- iii. Economic Lead
- iv. Code Writing Lead

e. Information demonstrating team's record of performance on past projects for communities similar in size and character to the City of Homer. Provide names and telephone numbers of five client contacts for reference purposes.

f. Information demonstrating team's record of performance with cost control and project scheduling.

g. Five writing samples demonstrating team's effectiveness writing (i) complex text for lay audiences and (ii) enforceable code. Writing samples may contain graphics.

Scoring of firms

- | | |
|--|-------------------|
| 1. Team's past experience with projects of comparable size and complexity: | 100 Points |
| 2. Team's past experience with cost control and project scheduling | 100 Points |
| 3. Experience of Key Personnel | 100 Points |
| 4. Writing samples | 100 Points |
| 5. Positive report from references: | <u>100 Points</u> |

Total: 500 Points

**Request for Proposals
By the City of Homer, Alaska
Professional Services to Update
Homer's Comprehensive Plan and Zoning and Planning Code**

Proposals for professional services to update the City of Homer's Comprehensive Plan and Zoning and Planning Code will be received at the Office of the City Clerk, City Hall, City of Homer, 491 East Pioneer Avenue, Homer, Alaska until 4:00 P.M., Date: TBD, 2022. The time of receipt will be determined by the City Clerk's time stamp.

The project consists of furnishing all labor, materials, equipment, tools, supervision, and other facilities necessary to perform the desired services. The City reserves the right to negotiate the scope of work with the selected firm to meet budgetary goals. If a negotiation is unsuccessful, the City may enter negotiations with the next highest rated firm. The work includes, but is not limited to the following:

- Develop a City of Homer Comprehensive Plan
- Fully Update the Zoning and Planning Code

Please direct all questions regarding this project to:

**Ryan Foster, Special Projects Coordinator
City of Homer, Administration
491 E. Pioneer Avenue
Homer, Alaska 99603
907-299-8529**

Homer reserves the right to accept or reject any or all proposals, to waive irregularities or informalities in the proposals, and to award the contract to the respondent that best meets the selection criteria.

Dated this XXth day of Month, 2022.

CITY OF HOMER

Robert Dumouchel, City Manager

**Request for Proposals
By the City of Homer, Alaska
Professional Services to Update the
City of Homer's Comprehensive Plan and Zoning and Planning Code**

The City of Homer, Alaska is requesting proposals from pre-qualified firms who were pre-qualified as result of the City's earlier Request for Statements of Qualification process. Proposals from firms who have not been pre-qualified will not be accepted

The following subjects are discussed in this RFP to assist you in preparing your proposal.

- I. Introduction
- II. Scope of Services
- III. General Requirements
- IV. Proposal Format and Content
- V. Evaluation Criteria and Selection Process
- VI. Schedule

I. Introduction

The City of Homer is soliciting proposals from prequalified teams to produce a comprehensive plan and fully update the zoning and planning code. These documents will help guide future development and growth for the City of Homer with an outlook of 20 years.

The City of Homer is growing up. We are a relatively young city facing a transition point in our history. We are an eclectically developed pioneer community at the end of the road in Alaska, on its way to becoming a more intentionally developed small city, endeavoring to be best in class for municipal governance, services, and quality of life. Homer is a very significant city in Alaska, in part, because we are the transition point between the road system and numerous off-road communities. We also have a highly active port & harbor which is likely to experience a significant expansion during the Comprehensive Plan's useful life.

Homer is motivated to become the best small city in Alaska, and it all starts with planning. We are extremely excited to conduct a significant update to our Comprehensive Plan and Zoning and Planning Code. It is important to understand that this update is not about maintaining the status quo, it's about transformative change as it relates to land use, while still maintaining Homer's community character.

The first Homer Comprehensive Plan was adopted in 1954. The most current comprehensive plan received a technical update in 2018. Since 1999, the City has adopted a Non-Motorized Trails and Transportation Plan, a Transportation Plan, Homer Spit Plan, and the Town Center Development Plan, which are additional components to the Comprehensive Plan.

The City expects that public involvement will be a grass-roots effort emphasizing outreach to, and contribution from, a variety of stakeholders, including citizens, businesses, community groups/organizations, local agencies, City advisory boards/commissions, and the City Council. The City further expects the community participation plan will be innovative and consider the use of focus groups as well as intensive short-term teams or work groups, such as workshops, to identify issues, create a community vision, and to assist in establishing the goals and objectives.

The goal is for both phases (Phase I: the comprehensive plan and Phase II: zoning and planning code update) to be completed within two years after award of the contract; however, complex issues may require more in-depth study, which may result in an extension of the completion date and negotiation to amend the contract. As in many Alaskan communities, the summer months are the "busy months" for Homer residents. One distinctive aspect of Homer is that many seasonal business operators live elsewhere during the winter months. The Proposer should develop a schedule that is flexible enough to allow busy residents and business owners/operators the opportunity for significant input throughout the planning process, while recognizing the seasonal nature of the community.

II. Scope of Services

The project consists of furnishing all labor, materials, equipment, tools, supervision, and other facilities necessary to develop a Homer Comprehensive Plan and a Zoning and Planning Code Update as a two-phased project in accordance with the standards and criteria of the City of Homer.

Phase I: Comprehensive Plan

The project goals for updating the comprehensive plan are

1. Create a fully updated Comprehensive Plan.
2. Determine the best approaches to the topics of housing, parking, density, form/layout, building height, sustainability, mobility/connectivity, and coordinating with the motorized and non-motorized transportation (the Master Transportation Plan is currently being updated).
3. Identify strategic actions that the City can proactively engage in to ensure the success of the Comprehensive Plan, e.g., site acquisition, infrastructure investment, etc.
4. Provide a vision and guidance for the Phase II update of the Title 21 Zoning and Planning Code.
5. Conduct public and key stakeholder outreach to better inform and guide the Comprehensive Plan.
6. Align the Comprehensive Plan with other City plans such as Master Transportation Plan, Capital Improvement Plan, and City Council Goals.
7. Deliver the Comprehensive Plan to the Planning Commission, Economic Development Commission, and City Council public hearings for recommendation and approval.
8. City staff provide project support with a project manager, participation/facilitation in outreach events, and information/feedback to consultants.

The development of the Homer Comprehensive Plan will include, but not be limited to, the following tasks:

Task 1. Background Research and Analysis

In Task 1, the consultant will complete a review of all-relevant planning, financial, and development documents that relate to development, planning regulation, and protection of Homer's built and natural environment. Examples of such documents include:

- 2018 Homer Comprehensive Plan Update
- Town Center Development Plan
- Homer Spit Comprehensive Plan
- Community Design Manual
- ADA Transition Plans
- Climate Action Plan
- Long Range Transportation Plan
- 2005 Homer Area Transportation Plan (currently being updated)
- Non-Motorized Transportation and Trails Plan (currently being updated)
- Adopted Water and Sewer Master Plan
- Census and growth projections
- Homer City Code (in particular Title 21 Zoning and Planning Code)
- Capital Improvement Plan/Legislative Requests/State Transportation Improvement Program Requests

- City of Homer Annual Budget
- Beach Policy
- Homer Land Allocation Plan
- 2022 Local Hazard Mitigation Plan
- State of Alaska tourism information
- State of Alaska planning enabling legislation
- Review of KPB planning and platting powers, with city granted planning powers of the city and extraterritorial power over the Bridge Creek Water Protection District

At the completion of Task 1 the consultant should be knowledgeable with the history, social and land use development patterns, culture, environmental opportunities/challenges, development constraints, infrastructure, and fiscal issues facing Homer.

Task 2. Public Participation Process

The design of an effective public participation process is a critical element for the successful completion of the Homer Comprehensive Plan and Zoning and Planning Code Updates. The consultant shall design and implement a public participation process that ensures members of the public are actively involved in the planning effort. The consultant should identify methods that do not require long standing commitments of time by members of the public yet provide for meaningful input. The use of charrettes/workshops, open houses, work sessions, online web pages/surveys, focus groups, and study circles or other suitable methods is encouraged. The consultant will work with City staff throughout the public participation process, to provide:

- Meeting Coordination
- Facilitation of Meetings
- Open Houses
- Advertisements
- Informational Handouts
- Newsletters and Other Mailings
- On-going Updates

The proposal shall identify the Public Participation Team that will be responsible for the production, publication, and distribution of informational materials and mailings. The Proposal shall include a Public Participation Matrix, which identifies the expected points of engagement with the public, identifying the recommended roles for City staff, community stakeholders, and the consultant personnel.

Task 3. Site Analysis and Identification of Issues and Concerns

Task 3 utilizes information from the background research, site visits, and constraints mapping to analyze, and create maps and analysis illustrating the City's existing conditions. The mapping and analysis shall include:

- Brief Study Area Overview
- Key Demographic Considerations (summary of existing demographic information such as population, employment, housing, and projections)
- Existing Land Use(s)
- Existing Zoning
- Land Use and Community Design (including density, layout, and form)
- Housing
- Mobility and Transportation Network including parking
- Infrastructure (Gray and Green)

- Sustainability
- Environmental Issues/Hazards/Constraints including Flood Regulations
- Public Facilities and Services
- Recreation Facilities
- Economic Development/Opportunities
- Local Government Boundaries
- Slope Hazard Analysis

Key issues, concerns, and constraints shall be identified.

Task 4. Preparation of Goals, Objectives, and Recommendations

Based upon the information obtained in the previous tasks, the consultant shall collaborate with the community to develop goals, objectives, and recommendations.

Task 5. Development or re-development strategies

In addition, the consultant shall prepare an overall development and/or redevelopment strategy and more specific policies for the use of the land – utilization of city owned land, land acquisition and/or disposal strategies, infrastructure improvements, commercial areas, public open space, and facilities.

Task 6. Preparation of Future Growth and Development Alternatives

The consultant shall review projections of future population and economic growth and the resulting impact on land use and development patterns. Alternatives will include evaluation and discussion of future development, redevelopment, conservation practices, and impacts on public infrastructure.

The alternatives shall be described in both a narrative and graphic/mapping manner. The purpose of these alternatives is to allow the public to become more aware of the impacts of future growth in Homer and to assist in developing goals, objectives, and recommendations. The identification of the most preferred development scenario is part of this task.

Task 7. Recommendations for Implementation

Task 7 shall consist of preparing recommendations for achieving the goals, objectives, and recommendations of the Comprehensive Plan Update. Standard implementation techniques such as zoning and subdivision regulation changes should be considered, as well as other techniques such as growth management, impact fees, encouraging walkable development centers or nodes, etc. In addition, this task shall result in the following:

- A timeframe for identified actions.
- A table allocating responsibilities for actions among the various governmental agencies and where applicable, not-for-profit organizations having interests in conducting the programs.
- A schedule of proposed Capital Improvement Projects.
- A general description of any land use development regulations or incentives that may be adopted by the City to achieve the goals, policies, and guidelines set forth in the plan.
- A description of other procedures that the City may use in monitoring and evaluating the implementation of the plan.
- A statement describing proposed programs of public services or changes in existing programs to include estimates of the needed increase in personnel, equipment, supplies, and related matters.

- The proposed development criteria to be incorporated into any recommended or existing land development regulations.
- Identification of potential funding sources for projects or other issues identified during the planning process.
- A description of measures to be implemented to promote economic, social, and environmental sustainability.

Task 8: Presentations

The consultant will be required to undertake a series of presentations at various stages of the planning effort to the Planning Commission and City Council. The purpose of these presentations is to provide information and obtain feedback. The consultant is also expected to present the plan when formally reviewed and considered by the Planning Commission and City Council. Presentations to other boards and commissions, such as the Economic Development Advisory Commission; Parks, Art, Recreation, and Culture Advisory Commission; and Port and Harbor Commission may be warranted. A minimum of six presentations should be included with the possibility of more to be negotiated.

Task 9: Final Plan

Draft a final Comprehensive Plan based on findings from Tasks 1-8 working closely with City staff and providing an opportunity for public review and comments on draft version(s).

Project Schedule

The proposal should include a schedule of major milestones for a one-year project for Phase I. The City anticipates the schedule should include, but not be limited to, the following stages:

- Project Start-Up
- Task 1 – Data Collection, Background Research and Analysis
- Task 2 – Public Participation Process
- Task 3 – Site Analysis and Identification of Issues and Concerns
- Task 4 – Preparation of Goals, Objectives, and Recommendations
- Task 5 – Development or re-development strategies
- Task 6 – Preparation of Future Growth and Development Alternatives
- Task 7 – Recommendations for Implementation
- Task 8 – Presentations
- Task 9 – Final Plan

Deliverables

All documents, reports, studies, illustrations, and maps are to be produced in a digital and PDF format. Information will be transferred to the City electronically and 25 hard copies will also be provided. All deliverables will be considered Works for Hire; that is, owned by the City of Homer upon payment of consultant's invoices.

Website with hyperlinks (to be kept current through the end of the consultant's contract)

Draft and Final Documents:

- Formatted for an 8 1/2" x 11" Document with 3-ring binder
- Provide all electronic files used in the creation of the report and illustrations such as GIS Shapefiles, Word files, PDFs, PowerPoint, InDesign, Illustrator, Sketchup, etc.

Maps in Documents should meet the following specifications:

- ESRI GIS Mapping Products
 1. ESRI Shapefile Format and any associated ArcGIS/ArcMap project files/.mxd. An Adobe PDF file is also required of any GIS map product.
 2. All GIS data should be geo-referenced to NAD27, Alaska State Plane Zone 4
- Color
- 11” x 17”, folded (maximum size for inclusion in a bound document)

Phase II: Zoning Code Update

The project goals for updating the zoning code are:

1. Modernize the code by bringing the standards up to date by applying measures that reflect contemporary best practices, land use trends, and market demands while improving efficiency and user friendliness into the code.
2. Identify best code format and create a new code that enables development to take place as a mixture of uses, rather than large areas of single land use or greenfield development.
3. Align with and implement the vision of the Comprehensive Plan.
4. Conduct all public and key stakeholder outreach to better inform and guide the updated Title 21 Zoning and Planning Code.
5. Align the updated Title 21 Zoning and Planning Code to support implementation of related City plans such as Transportation Master Plan, Stormwater, and Water/Sewer Plan.
6. Present the updated Title 21 Zoning and Planning Code to the Planning Commission and City Council public hearings for recommendation and approval.
7. City staff provide project support with a project manager, participation/facilitation in outreach events, and information/feedback to consultants.

The development of the Homer Title 21 Zoning and Planning Code should include, but not be limited to, the following tasks:

Task 1. Data Collection, Background Research and Analysis

Conduct analysis utilizing existing maps for future development and/or potential infill and utilizing feedback from City staff along with constraints mapping. Existing conditions analysis and mapping should include (much of this task can utilize information developed in Phase I of the project):

- Key Demographic Considerations (summary of existing demographic information such as population, employment, housing, and projections)
- Existing Land Use(s)
- Existing Zoning
- Mobility and Transportation Network
- Infrastructure
- Environmental Conditions/Constraints

Task 2. Technical Review of Existing Code and Recommendations

Conduct a technical review to evaluate the strengths and limitations of the current Title 21 Zoning and Planning Code and make preliminary recommendations for updating and making the

document consistent with overall City policies, including the goals of the Comprehensive Plan. Provide a review based on discussions with and feedback received from code administrators and code users including City Staff, design professionals, and the local development community. The Project Team should also draw from its planning experience with other communities and knowledge of land use regulatory tools. The review should evaluate the suitability of the existing Zoning and Planning Code by determining deficiencies and inadequate elements that may create inconsistent interpretations. Submit a diagnostic report that also identifies the steps required to make the Zoning and Planning Code consistent with existing practices in the City, as well as national best practices.

Task 3. Public Participation Process

Provides for public/stakeholder participation to create the overall guiding vision for the new Zoning Code. This shall include providing for a public review of the draft code, as well as a public hearing process at the Planning Advisory Commission and City Council.

Task 4. Preparation of Vision, Values, Goals, Objectives, and Recommendation for Code Type

Recommend the best code format and draft a new code that enables the vision and goals of the comprehensive plan to be implemented, while considering alignment with other City plans and goals. Modernize the code by bringing the standards up to date by applying measures that reflect contemporary best practices, land use trends, and market demands, while improving efficiency and user friendliness into the code. Consider future development to take place as a mixture of uses, rather than large areas of single land use or greenfield development.

Task 5. Draft Code

Draft a new code based on findings from Tasks 1-4 working closely with City staff and providing an opportunity for public review and comments of draft version(s).

Task 6. Presentations

The consultant is required to undertake a series of presentations at various stages of the planning effort to the Planning Commission and City Council. The purpose of these presentations is to provide information and obtain feedback. The consultant is also expected to present the code when formally reviewed and considered by the Planning Commission and City Council. Presentations to other boards and commissions, such as the Economic Development Advisory Commission; Parks, Art, Recreation, and Culture Advisory Commission; and Port and Harbor Commission may be warranted. A minimum of four presentations should be included (identifying whether they are in-person or virtual) with the possibility of more to be negotiated.

Task 7. Final Code

Draft a final Zoning and Planning Code based on findings from Tasks 1-6, working closely with City staff and providing an opportunity for public review and comments of draft version(s).

Project Schedule

The proposal should include a schedule of major milestones for a 1-year project for Phase II. The City anticipates the schedule should include, but not limited to, the following stages:

- Project Start-Up
- Task 1 – Data Collection, Background Research and Analysis
- Task 2 – Technical Review of Existing Code and Recommendations
- Task 3 – Public Participation Process
- Task 4 – Preparation of Vision, Values, Goals, Objectives, and Recommendation for Code Type
- Task 5 – Draft Code
- Task 6 - Presentations
- Task 7 – Final Code

Deliverables

All documents, reports, studies, illustrations, and maps are to be produced in a digital and PDF format. Information will be transferred to the City electronically and 25 hard copies will also be provided. All work products will be considered Works for Hire; that is, owned by the City of Homer once the consultant's invoices are paid.

Website with hyperlinks (maintained through the end of the consultant's contract)

Draft and Final Documents:

- Formatted for an 8 1/2" x 11" Document with 3-ring binder
- Provide all electronic files used in the creation of the report and illustrations such as GIS Shapefiles, Word files, PDFs, PowerPoint, InDesign, Illustrator, Sketchup, etc.
- Publish Code online

Maps in Documents should meet the following specifications:

- ESRI GIS Mapping Products
 1. ESRI Shapefile Format and any associated ArcGIS/ArcMap project files .mxd).
An Adobe PDF file is required of any GIS map product.
 2. All GIS data should be geo-referenced to NAD27, Alaska State Plane Zone 4
- Color
- 11" x 17", folded (maximum size for inclusion in a bound document)

III. General Requirements

The following information is presented as a general guideline for the preparation of the proposals, though not intended to be an exhaustive list of project requirements.

- A. It is the responsibility of the Proposers to estimate the actual level of effort required to complete the work.
- B. Homer will provide Over the Shoulder review of draft planning documents to provide timely comment and input.
- C. All deliverables shall be in a format and on media approved by the City. Upon completion, the Owner shall be furnished with digital files of all documents.

IV. Proposal Format and Content

Direct questions regarding this proposal to Ryan Foster, Special Projects Coordinator, City of

Homer, (907) 299-8529 or rfoster@ci.homer.ak.us.

Proposals, which do not address the items listed in this section, may be considered incomplete and may be deemed non-responsive by the City.

PROPOSAL FORMAT

A. Letter of Transmittal

B. Proposed Work Plan

1. Include a Work Plan that illustrates how you will perform the Work and demonstrates your understanding of the project
2. Include a proposed schedule demonstrating how you anticipate the Work will flow so you can complete the project in a timely manner.
3. Identify major challenges that might interfere with your ability to complete the project in a timely manner.

C. Fee Proposal and Rate Schedule

1. Submit a Fee Proposal to perform the Scope of Services described in your Work Plan.
2. Provide an exact statement of the services to be provided within the fees proposal and fee schedule to be used in billing for services, including out-of-scope services.
3. Provide a Fee Schedule showing fully loaded billing rates for the personnel who will be working on the Project.

D. Submit one (1) original and six (6) hard copies of the completed Proposal in a sealed, opaque envelope marked as follows:

**City of Homer
Comprehensive Plan and Zoning and Planning Code Update**

PROPOSAL DATED _____, 2022.

The Proposals shall be addressed to:

City of Homer, City Clerk
491 East Pioneer Avenue
Homer, Alaska 99603

Proposals shall be received at the office of the City Clerk until 4:00 PM, Date TBD.

V. Evaluation Criteria and Selection Process

The City of Homer reserves the right to reject any and all proposals submitted and shall not be liable for any costs incurred by any proposer in response to this solicitation or for any work done prior to the issuance of a notice to proceed.

A selection committee will evaluate the proposals and make a recommendation to the City

Manager. The committee will use the following criteria in deriving a numerical score for each proposal:

a. **Work Plan.** The various elements of the Work Plan will be evaluated for clarity, effectiveness, and compliance with RFP requirements.

Task 1	100 Points
Task 2	100 Points
Task 3	100 Points
Task 4	100 Points
Task 5	100 Points
Task 6	100 Points
Task 7	100 Points

b. **Schedule.** The Proposer's Schedule will be evaluated for its expected ability to achieve the effectiveness results in a timely manner. 200 Points

c. **Price.** Evaluated based on the do not exceed amount of \$650,000 100 Points

TOTAL POSSIBLE POINTS = 1000

VI. Schedule

Proposals due:	4:00 pm	Date: TBD
Award design contract:		Date: TBD
Notice to proceed:		Date: TBD
Completion of contract:		Date: TBD

PLANNING COMMISSION ANNUAL CALENDAR
FOR THE 2022 MEETING SCHEDULE

<u>MEETING DATE</u>	<u>SCHEDULED EVENTS OR AGENDA ITEM</u>
JANUARY 2022	
FEBRUARY 2022	PC training: legislative vs quasi-judicial decisions; decisions and findings
MARCH 2022	Guest speaker and training: KPB Platting/Planning AK APA Conference
APRIL 2022	2018 Comprehensive Plan Review / HNMTP
MAY 2022	Transportation work session with Public Works
JUNE 2022	Reappointment Applications Deadline
JULY 2022	Reappointments Spit Plan Review / Transportation Plan (One meeting this month)
AUGUST 2022	Election of Officers (Chair, Vice Chair) PC training: Roberts rules, OMA Capital Improvement Plan Review
SEPTEMBER 2022	Economic Development speaker (such as KPEDD, chamber, SBA,)
OCTOBER 2022	Floodplain or other hazard regulations overview...connect dots between comp plan and our current regs
NOVEMBER 2022	(One meeting this month) Review and Approve the 2022 Meeting Schedule
DECEMBER 2022	(One meeting this month) Review Bylaws, and Policies and Procedures / Town Center Plan

Semi Annually: PW project update

Odd Years: 2018 Comprehensive Plan (April) Homer Spit Plan, (July), Review Bylaws, and Policies
and Procedures (December)

Even Years: HNMTP (April), Transportation Plan (July), Town Center Plan (December)