

REGULAR MEETING AGENDA

1. Call to Order

2. Approval of Agenda

3. Public Comment

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

4. Reconsideration

5. Adoption of 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 and considered in normal sequence.

A. Approval of Minutes of April 3, 2013 meeting **pg. 1**

6. Presentations

7. Reports

A. Staff Report PL 13-39, City Planner's Report **pg. 5**

8. Public Hearings

Testimony limited to 3 minutes per speaker. The Commission conducts Public Hearings by hearing a staff report, presentation by the applicant, hearing public testimony and then acting on the Public Hearing items. The Commission may question the public. Once the public hearing is closed the Commission cannot hear additional comments on the topic. The applicant is not held to the 3 minute time limit.

A. Staff Report PL 13-40, CUP 13-05, 1496 Lakeshore Dr. Request to build a 4-plex in the General Commercial 1 District **pg. 7**

9. Plat Consideration

A. Staff Report PL 13-38, Scenic View Subdivision Scenic Grove Addition No. 1 2013 Replat Preliminary Plat **pg. 21**

10. Pending Business

11. New Business

12. Informational Materials

A. City Manager's Report from April 22, 2013 City Council Meeting **pg. 29**

13. Comments of the Audience

Members of the audience may address the Commission on any subject. (3 minute time limit)

14. Comments of Staff

15. Comments of the Commission

16. Adjournment

Meetings will adjourn promptly at 9:30 p.m. An extension is allowed by a vote of the Commission. Next regular meeting is scheduled for May 15, 2013. A work session will be held at 5:30 pm.

Session 13-04, a Regular Meeting of the Homer Advisory Planning Commission was called to order by Vice Chair Bos at 6:30 p.m. on April 3, 2013 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONERS BOS, HIGHLAND, SLONE, STEAD

ABSENT: SONNEBORN, VENUTI

STAFF: CITY PLANNER ABOUD
DEPUTY CITY CLERK JACOBSEN

Approval of Agenda

The agenda was approved by consensus of the Commission

Public Comment

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

None

Reconsideration

Adoption of 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 and considered in normal sequence.

- A. Approval of Minutes of March 20, 2013 meeting
- B. Adoption of the February 6, 2013 Draft Policies and Procedures
- C. Adoption of March 6, 2013 Draft Bylaws

The Consent Agenda was approved by consensus of the Commission.

Presentations

- A. Todd Schroeder of the Homer Soil and Water Conservation District Re: Diamond Creek Recreation Multi-Resource Management Plan

Todd Schroeder of the Homer Soil and Water Conservation District (HSWCD) offered a brief history of the city's acquisition of the Diamond Creek Recreation property. HSWCD received funding for technical planning assistance in regard to preservation of natural resources. He has worked with Planning Technician Engebretsen on this plan which is a framework for the city to be able to reference when making decisions regarding this property. The plan is also a requirement of the Federal Forest Legacy Program and the last major step in fulfilling the requirements of the program. The program provided for KHLT to purchase the land then turned it over to the city, as a requirement of the program. Having this area preserved is an important culture resource for the area. He explained that once the City Council adopts the plan, it will go to the State for approval, and then it is filed with the Forest Legacy Program. The plan is designed to fit within the framework of the Forest Legacy Program as far as protecting this resource. There is some ambiguity in the plan which was purposeful for allowing for trails and

facilities. It includes some recommendations but also has leeway so as not to dictate how the city acquires funding and so forth.

In response to questions, Mr. Schroeder explained that the conservation easement basically insures the state and feds that the city is taking ownership of the land with the intent to preserve and not utilize it in a manner that will destroy the pristine nature of the land.

Commissioner's offered comments to Mr. Schroeder regarding maps and some of the verbiage. There was discussion that this is a document that should be reviewed every 5 years or so. There is the ability to build trails and prepare maps using this document as a foundation on how to proceed.

Reports

- A. Staff Report PL 13-35, City Planner's Report

City Planner Abboud reviewed his staff report.

Public Hearings

Testimony limited to 3 minutes per speaker. The Commission conducts Public Hearings by hearing a staff report, presentation by the applicant, hearing public testimony and then acting on the Public Hearing items. The Commission may question the public. Once the public hearing is closed the Commission cannot hear additional comments on the topic. The applicant is not held to the 3 minute time limit.

None

Plat Consideration

- A. Staff Report PL 13-28 Nils O. Svedlund Subdivision 2013 Replat Preliminary Plat

City Planner Abboud reviewed the staff report.

There was no applicant to present and no public comments.

SLONE/STEAD MOVED FOR APPROVAL OF STAFF REPORT PL13-28 WITH STAFF RECOMMENDATIONS.

There was no discussion.

VOTE: YES: BOS, STEAD, HIGHLAND, SLONE

Motion carried.

Pending Business

- A. Staff Report PL 13-36 Diamond Creek Recreation Area Multi-Resource Management Plan

City Planner Abboud reviewed the staff report. He expressed that the meat of the plan are the goals of recreation, conservation, and education.

It was questioned whether the plan allows for trail usage by bicycles, as they can be pretty destructive. There was discussion that equestrian use can also be damaging to trails. The city

doesn't have to allow multi user trails in all areas if they choose, or they can have areas of trail designated for equestrian and bicycles.

STEAD/SLOANE MOVED THAT THE PLANNING COMMISSION RECOMMENDS THE CITY COUNCIL APPROVE THE DIAMOND CREEK AREA MULTI-RESOURCE MANAGEMENT PLAN.

There was no further discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

New Business

A. Staff Report PL 13-37 Transitional Residential Zone R2

City Planner Abboud reviewed his staff report. There was general discussion about available lands for development, current uses, the water system and its challenges, and the transportation plan.

Informational Materials

- A. City Manager's Report from March 26, 2013 City Council Meeting
- B. KPB Planning Commission Notice of Decisions

Comments of the Audience

Members of the audience may address the Commission on any subject. (3 minute time limit)

None

Comments of Staff

City Planner Abboud said he is looking forward to attending the Planning Conference in Chicago and bringing back information to share with the Commission.

Deputy City Clerk Jacobsen corrected an earlier comment that the Council will be talking about the HERC building at their April 22 worksession.

Comments of the Commission

Commissioner Stead said he likes talking about density and looks forward to working on the R2. He spent a lot of time in California and is familiar with developers doing their projects and developments taking a long time because they have to work through all of the processes. It was a fun meeting.

Vice Chair Bos wished the City Planner good luck this week.

ADJOURN

HOMER ADVISORY PLANNING COMMISSION
REGULAR MEETING MINUTES
APRIL 3, 2013

There being no further business to come before the Commission, the meeting adjourned at 7:52 p.m. The next regular meeting is scheduled for May 1, 2013 at 6:30 p.m. in the City Hall Cowles Council Chambers.

MELISSA JACOBSEN, CMC, DEPUTY CITY CLERK

Approved: _____



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STAFF REPORT PL 13-39

TO: Homer Advisory Planning Commission
FROM: Rick Abboud, City Planner
MEETING: May 1, 2013
SUBJECT: City Planner's Report

City Council Meeting of April 22, 2013 Excerpts

Ordinance 13-11, An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code §21.03.040 to Add a Definition of Lodging; Amending Homer City Code §§21.28.020, 21.28.030, 21.28.040 and 21.28.070, Regarding the Marine Commercial Zoning District; Amending Homer City Code §§21.30.020, 21.30.030, 21.30.040 and 21.30.070, Regarding the Marine Industrial Zoning District; and Adopting Homer City Code §21.50.040, Site Development Standards - Level 3, to Implement the Homer Spit Comprehensive Plan. Planning. Recommended dates: Introduction April 22, 2013, Public Hearing and Second Reading May 13, 2013.

Memorandum 13-053 from City Planner as backup.

AMENDED: to leave code as is with helicopters as a conditional use in MC and MI Zoning Districts.

ADOPTED as **AMENDED** with discussion.

Ordinance 13-12, An Ordinance of the City Council of the City of Homer, Alaska, Amending the Homer City Zoning Map to Rezone Portions of the Marine Industrial (MI) Zoning District to Conservation (CONS), Marine Commercial (MC) and Open Space Recreational (OSR), and Amending the Homer City Zoning Map to Rezone a Portion of the Open Space Recreational (OSR) Zoning District to Marine Industrial (MI), to Implement the 2010 Homer Spit Plan. Planning. Recommended dates: Introduction April 22, 2013, Public Hearing and Second Reading May 13, 2013.

Memorandum 13-054 from City Planner as backup.

ADOPTED without discussion.

APA National Conference Chicago: Despite the flood disaster declarations, Julie and I had a great time at the conference, and in Chicago.

Due to time constraints I will have to give a verbal report of my conference experience.

Julie attended a workshop on how to write a zoning ordinance, as well as several other zoning sessions. In a nutshell, Homer is doing many things right as far as process, and thinking through long term land use/zoning decisions. The conference also gave her some ideas on how to work through the

R-2/increased density conversation.

Kachemak Bay Water Trail: Julie and Franco attended a meeting about the trailhead for the water trail, on the Pier One property. A draft site plan will be submitted the City for review by the Commissions, and eventual approval by the Council. Once there is approve of the overall site plan, the water trail group can begin to apply for grants and fundraise to build the improvements. You are likely to see the draft plan on the next agenda.

After additional consideration and review of new information with support of the City Manager., Port and Harbor Director, and Park and Rec staff I am advocating that launch site be moved to the corner of the lot closest to the fishing hole. There are several reasons for this including:

- Parks and Rec intention to make a day use area with picnic shelter nearby
- Consideration of a proposal to build a structure in which to repair ships on the site
- Desire to be in closer vicinity to the proposed Wooden Boat Society Site
- Ability to ensure a longer term commitment from the City for the new site

KPB Planning Commission is meeting in Homer on Monday, May 13th at Land's End starting at 7:30 pm. It's always interesting to see how another commission moves through challenging topics.

Wetland Working Group Meeting: Thanks to Roberta, Larry and Franco for attending the Wetland Working Group. Presentations were made by the EPA, Homer Soil and Water the Kachemak Bay research Reserve, and the Kenai Watershed Forum. The group identified opportunities to coordinate future activities.

Dredge Material: With the sale of dredge material off the Spit, fill was being placed in sensitive areas without preview by the City. Dotti worked with the Port and Harbor staff on a one page application to verify where the dredge material is going. The form requires the purchaser to acknowledge the thresholds for Development Activity Plan, wetlands, slope, setbacks from the lot lines and wetlands.

No prospective commissioners have applied for the commission vacancy as of the writing of this report.

Sign workshop: Dotti's last sign workshop for this season was April 2nd .

RV Day Parking: Dotti has worked with the Economic Development Commission and the Chamber to get signs that will direct RV travelers to the HERC and the Chamber parking lot. The goal is to have them posted by Shorebird weekend.

Land Allocation Plan: The recommendation that the Planning Commission and others made were well received by the council in the March 22nd work session. The only concern raised was making sure that the recommendations for the areas suggested to be designated for public recreation were in harmony with any restriction that may have been placed on the properties. Council approved the 2013 Land Allocation plan on April 8th .

Kachemak Drive Signage: The Planning Office has been working with the Parks and Recreation Commission to get some cautionary signage permitted by the state reminding drivers to be aware of bike traffic along the road.



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STAFF REPORT PL 13-40

TO: Homer Advisory Planning Commission
FROM: Rick Abboud, City Planner
THROUGH: Dotti Harness-Foster, Planning Technician
MEETING: May 1, 2013
SUBJECT: CUP 13-05 for a 4-plex on Lakeshore Drive in the General Commercial 1 (GC1).

SYNOPSIS: In the GCI district a CUP is needed for a “multiple family dwelling.” The proposed two-story 4-plex is similar to the 4-plex on the SE corner of Svedlund and East Fairview Avenue (357 E. Fairview).

Applicants: Larry Tripp
Legal: Tract A4 Homer One Swan Cove Addition Sec 21 T6S 13W S.M.
Location: 1496 Lakeshore Drive
Parcel ID: 17919109
Lot Size(s): 0.50 acres
Zoning Designation: General Commercial 1
Existing Land Use: Vacant
Surrounding Land Use: North: Beluga Lake
South: Storage and residences
East: Shop, storage and residences
West: Vacant, office and condos

Comprehensive Plan:

Ch 4, Goal 1, Obj. B, pg 4-5 addresses GC-1/Residential:

- Allow residential uses,
- Encourage water dependent uses along Beluga Lake,
- Encourage small commercial enterprises on Lakeshore Drive,
- Maintain the neighborhood character of mixed commercial and residential use,
- Retain mature healthy evergreen trees when practical and plant trees in landscaped areas.

Ch 4, Goal 2, Obj. D, pg “Provide extra protection for areas with highest environmental value or development constraints.” The Comprehensive Plan encourages creative means by which Homer can protect areas with high environmental value.

Ch 4, Goal 5: “Maintain high quality residential neighborhoods; promote housing choice by supporting a variety of dwelling options.”

Wetland Status: The entire lot is designated wetlands. The uphill portion along Lakeshore Drive is classified as *Wetland-Upland Complex* and the lower portion towards Beluga Lake is *Discharge Slope*.

BCWPD: Not within the Bridge Creek Watershed Protection District

Utilities: Public water and sewer.

Public Notice: Notice was sent to 16 property owners of 33 parcels as shown on the KPB tax assessor rolls.

Wetlands: This site is 100% designated wetlands: specifically *Wetland Upland Complex* and *Discharge Slope* which will require an Army Corp of Engineering (ACOE) permit. The ACOE looks that the project is proactive to minimize the impacts to wetlands. Minimizing the impervious surfaces allows the wetlands to filter sediments prior to leaching into Beluga Lake. If the applicant shows that he has minimized the impacts to wetlands, and that the disturbed portion of the wetlands is unavoidable, only then may the applicant help fund the “in lieu fee” program. Typically the “in lieu fee” program offsets the impact to wetlands by purchasing wetlands somewhere on the peninsula.

Development Activity Plan (DAP) and Stormwater Plan (SWP): Both a DAP and SWP are required due to the land clearing and grading in the wetlands.

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

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

Finding 1: In the GC1 district a CUP is needed for “multiple family dwelling” per HCC 21.24.030(c).

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

Purpose of the CG1 district is 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” per HCC 21.24.010.

Finding 2: A four-plex is compatible with the GC1 zoning district.

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

Finding 3: The value of adjoining properties may not be negatively affected greater than other permitted uses such as: auto repair and heavy equipment truck sales; and conditionally permitted uses such as mobile home parks, townhouses, and campgrounds.

Finding 4: Due to wetlands, both a DAP and SWP are required which will help mitigate the impacts of stormwater runoff to adjoining properties and Beluga Lake.

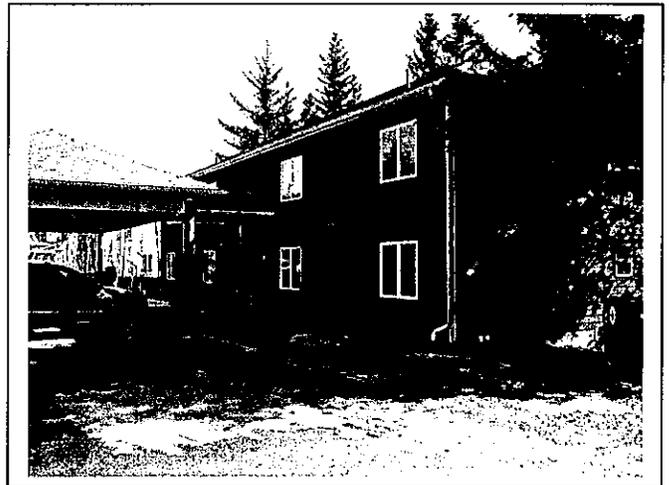
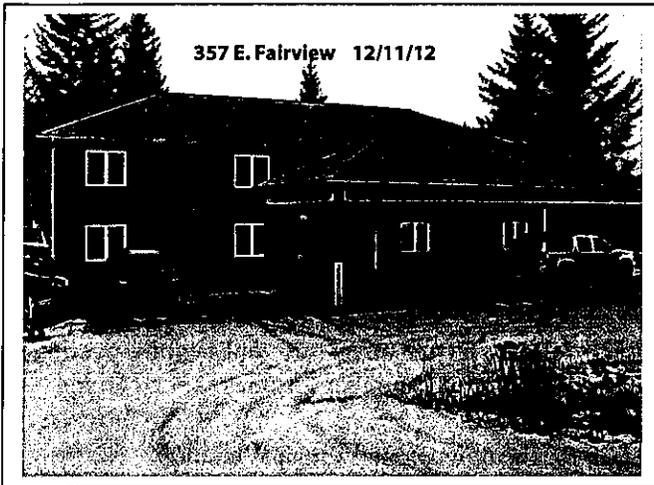
d. The proposal is compatible with existing uses of surrounding land.

Finding 5: This proposal is compatible with existing uses of surrounding land such as multi-unit condominiums, bed and breakfasts, and cabin style lodging.

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

Finding 6: Public services and facilities are adequate for the proposed uses and structures.

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



Analysis: The proposed two-story 4-plex is similar to the 4-plex on the SE corner of Svedlund and East Fairview Avenue at 357 E. Fairview (photos).

Finding 7: Traffic generated from a four-plex is comparable to nearby condominiums, and cabin style lodging.

Finding 8: The development is in harmony with the scale, bulk, coverage and density and will not have a undue harmful effect on the 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.

Analysis: Retaining native vegetation buffers and installing a DAP and SWP will help minimize the impacts to the surrounding area. The State of Alaska maintains and “mows” Beluga Lake, so the impacts to the City of Homer are minimal.

Finding 9: This proposal may not be unduly detrimental to the health, safety or welfare of the surrounding area or the city as a whole, when effective mitigation measures are in place to reduce the impacts of Beluga Lake wetlands.

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

Finding 10: This proposal shall comply with local, state and federal regulations.

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

Analysis:

Ch 4, Goal 1, Obj. B, pg 4-5 “GC-1/Residential – allow residential uses, encourage water dependant uses along Beluga Lake, and encourage small commercial enterprises on Lakeshore Drive. Maintain the neighborhood character of mixed commercial and residential use, retain mature healthy evergreen trees when practical and plant trees in landscaped areas.”

Ch 4, Goal 2, Obj. D, pg “Provide extra protection for areas with highest environmental value or development constraints.” The Comprehensive Plan encourages creative means by which Homer can protect areas with high environmental value.

Ch 4, Goal 5: “Maintain high quality residential neighborhoods; promote housing choice by supporting a variety of dwelling options.”

Finding 11: This proposal meets the intent of the Homer Comprehensive Plan in that it promotes housing choice and maintains the neighborhood character.

Finding 12: Provide wetland protection by retaining a 20 foot buffer of mature and healthy evergreen trees in the undeveloped areas as shown on the site plan along the side and rear lot lines.

Finding 13: A DAP and SWP provides extra protection for the downslope Beluga Wetlands.

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

Finding 14: Down lit lighting is required per HCC 21.59.020.

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.** See Conditions.
2. **Fences, walls and screening.** A six-foot high visual buffer of wood or stone to surround the dumpster on three sides.
3. **Surfacing of vehicular ways and parking areas.** No specific conditions deemed necessary.
4. **Street dedications and improvements (or bonds).** No specific conditions deemed necessary.
5. **Control of points of vehicular ingress and egress.** No specific conditions deemed necessary.
6. **Special restrictions on signs.** No specific conditions deemed necessary.
7. **Landscaping.** Provide a 10 foot landscaped buffer along Lakeshore Drive. If native vegetation is removed, then replantings must consist of a minimum of eight (8) evergreen trees (one per parking space). New plantings to have a minimum trunk diameter of 1.5 inches.
8. **Maintenance of the grounds, and buildings.** No specific conditions deemed necessary.
9. **Control of noise, vibration, odors, lighting 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 and commence operation.** No specific conditions deemed necessary.
- 12. A limit on total duration of use or on the term of the permit, or both.** 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. See Conditions below.
- 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.** See Conditions below.

PUBLIC WORKS COMMENTS: No comment.

FIRE DEPARTMENT COMMENTS: No comment.

STAFF COMMENTS/RECOMMENDATIONS: Planning Commission approves CUP 13-05 for the construction of a four-plex with the following conditions:

1. This proposal shall comply with local, state and federal regulations.
2. Provide wetland protection by retaining a 20 foot buffer of mature and healthy evergreen trees in the undeveloped areas as shown on the site plan along the side and rear lot lines.
3. A six-foot high visual buffer of wood or stone to surround the dumpster on three sides.
4. Provide a 10 foot landscaped buffer along Lakeshore Drive. If native vegetation is removed, then replantings must consist of a minimum of eight (8) evergreen trees (one per parking space). New plantings to have a minimum trunk diameter of 1.5 inches.

ATTACHMENTS

1. Vicinity map
2. Site plan
3. Application
4. Plat for Homer One Swan Cove Addn

Vicinity Map

Beluga Lake

Request to build
a 4 unit apartment building

AST.

LANDINGS ST.

Lakeshore Dr

Ocean Dr



City of Homer
Planning and Zoning Department

April 22, 2013

Request for CUP 13-05
1496 Lakeshore Dr

Shaded lots are w/in 300 feet
and property owners notified.



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

PUBLIC NOTICE

Public notice is hereby given that the City of Homer will hold a public hearing by the Homer Advisory Planning Commission on Wednesday, May 1, 2013 at 6:30 p.m. at Homer City Hall, 491 East Pioneer Avenue, Homer, Alaska on the following matters:

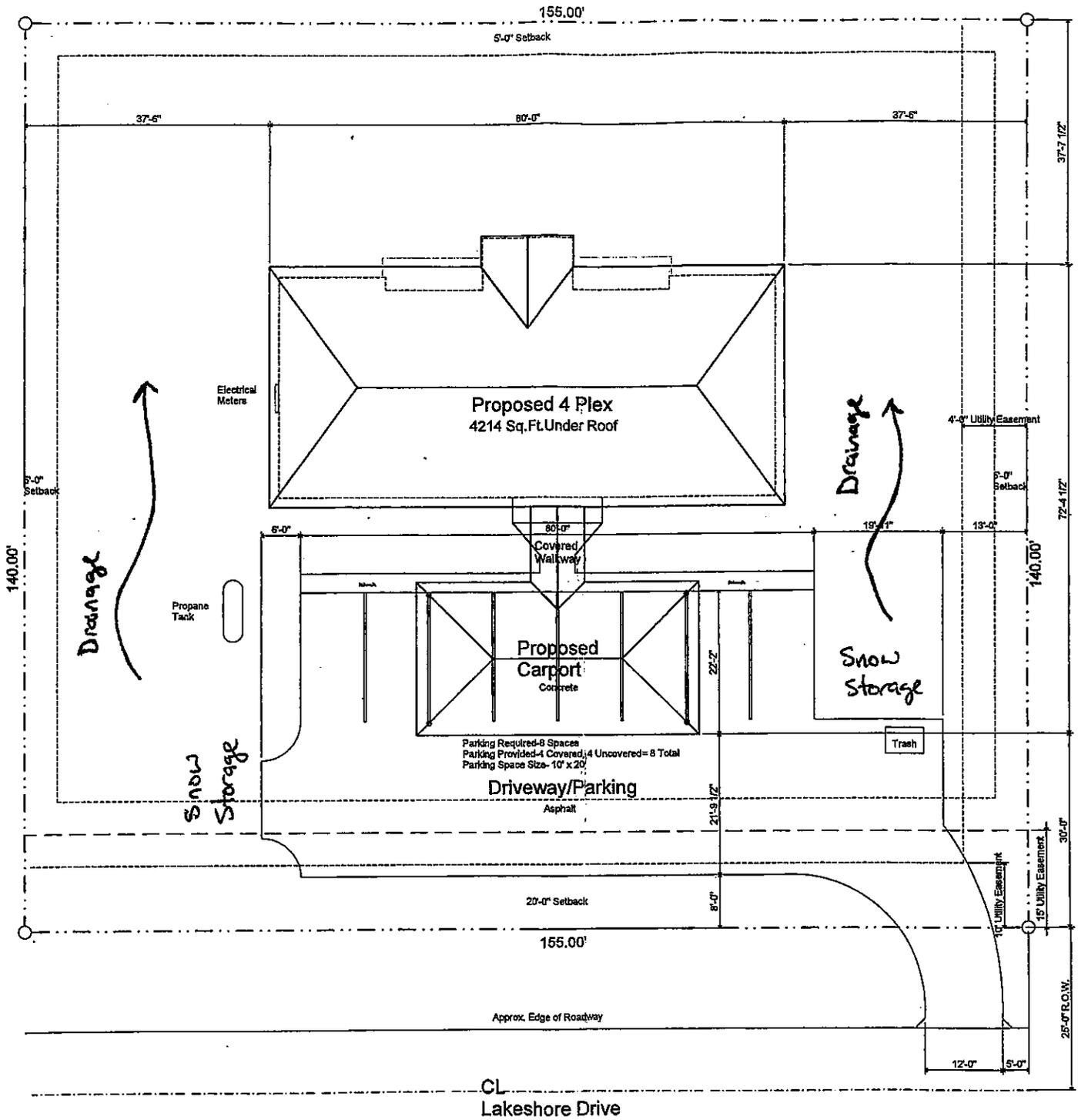
A request for Conditional Use Permit 13-05 for a multiple family dwelling pursuant to HCC 21.24.030(c). The owner has proposed plans to build a 4-plex in the General Commercial 1 District on Lakeshore Dr. Tract A4 Homer One Swan Cove Addition T 6S R 13W SEC 21 S.M.

Anyone wishing to present testimony concerning these matters may do so at the meeting or by submitting a written statement to the Homer Advisory Planning Commission, 491 East Pioneer Avenue, Homer, Alaska 99603, by 4:00 p.m. on the day of the meeting.

The complete proposal is available for review at the City of Homer Planning and Zoning Office located at Homer City Hall. For additional information, please contact Travis Brown at the Planning and Zoning Office, 235-3106.

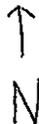
NOTICE TO BE SENT TO PROPERTY OWNERS WITHIN 300 FEET OF PROPERTY.

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Site Plan

Legal Description:	Lot A4, Homer One, Swan Cove Addition, Homer, AK
Address:	1496 Lake Shore Drive
Zoning:	GC1 General Commercial District
Lot Area:	21,700 Sq. Ft. (0.489 Ac)
Allowable Lot Coverage:	30% (6510 Sq. Ft. Allowed)
Proposed Lot Coverage:	4214 Sq. Ft. Proposed
Maximum Height:	34'-2" (35'-0" Allowed)



1" = 10'-0"

CERTIFICATE OF OWNERSHIP

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

Robert B. Norberg
 3500 LANDINGS ST.
 HOMER, AK 99603

Katherine J. Norberg
 3500 LANDINGS ST.
 HOMER, AK 99603

NOTARY'S ACKNOWLEDGEMENT

For Robert B. Norberg
 Subscribed and sworn to before me this 16th day of July 2012
[Signature]
 Notary Public for Alaska
 9-17-13 #114506
 My Commission Expires

NOTARY'S ACKNOWLEDGEMENT

For Katherine J. Norberg
 Subscribed and sworn to before me this 16th day of July 2012
[Signature]
 Notary Public for Alaska
 9-17-13 #114506
 My Commission Expires



PLAT APPROVAL
 This Plat was approved by the Homer Peninsula Borough Planning Commission at the meeting of July 2, 2012.
 KERRA PENINSULA BOROUGH
 BY *[Signature]*
 Without a Fee

WASTEWATER DISPOSAL PLANS FOR WASTEWATER DISPOSAL, THAT MEET REGULATORY REQUIREMENTS, ARE ON FILE AT THE DEPARTMENT OF ENVIRONMENTAL CONSERVATION.
 GARY D. NELSON, LICENSE 77910-S
 7/2/2012 DATE

HOMER ONE, SWAN COVE ADDN.

A SUBDIVISION OF TRACT A, HOMER ONE SUBD. (HM84-24), WITHIN BAY VIEW SUBD. STRIATE IN THE NE 1/4 SW 1/4 SEC 21, T8S, R13W, S1M, CITY OF HOMER, KENAI PENINSULA BOROUGH, JUNIOR JURISDICTION HOMER RECORDING DISTRICT, STATE OF ALASKA, CONTAINING 2.644 ACRES

ABLETT SURVEYS
 GARY D. NELSON, P.L.S.
 152 BRAD AVE., HOMER, ALASKA

7. EASEMENTS FOR WATER AND SEWER SERVICE LINES ARE HEREBY GRANTED OVER PANNABLE PORTIONS OF LOTS A2 AND A3.

8. BEARINGS ARE GRID BEARINGS (WITH A TRUE BEARING BASIS) BASED ON HOMER CITY COORDINATE SYSTEM AS REPORTED ON HM84-6, THE CENTERLINE OF BAY AVENUE (SEE BELOW).

9. SQUARE FOOTAGE AREAS ARE ROUNDED TO THE NEAREST 10 SQUARE FEET.

LEGEND

- ⊙ FOUND 2" ALUM-CAP BY 7810-S (2002)
- ⊙ SET 2" ALUM-CAP THIS SURVEY
- ⊙ FOUND 2" ALUM-CAP BY 7810-S (2005)
- ⊙ FOUND 1/2" BRASS CAP PER HM84-24
- ⊙ FOUND 1/2" BRASS CAP PER HM84-6
- ⊙ FOUND MONUMENT AS DESCRIBED

1. DEVELOPMENT ON THESE LOTS IS SUBJECT TO HOMER CITY REGULATION.

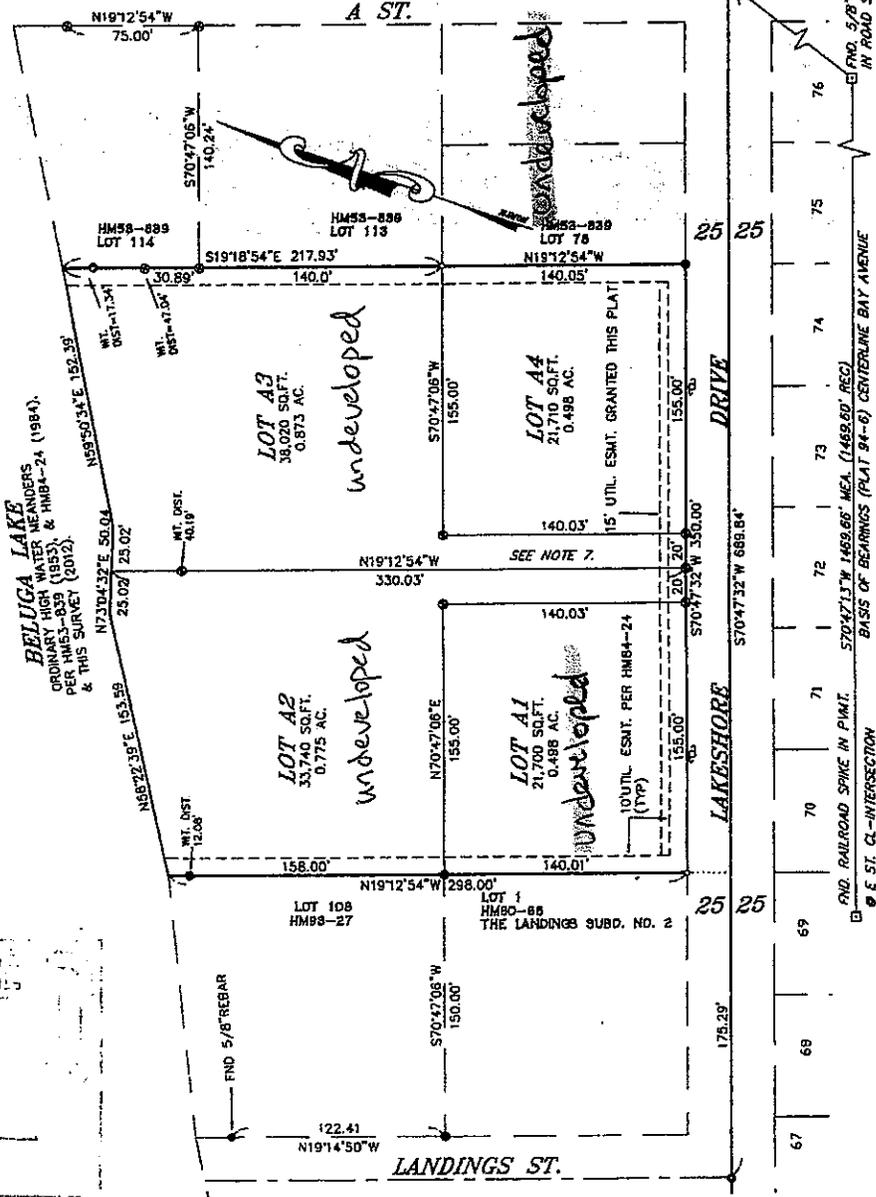
2. THESE LOTS MAY CONTAIN WETLANDS. PERSONS CONTEMPLATING DEVELOPMENT SHOULD CHECK WITH THE ARMY CORPS OF ENGINEERS FOR CURRENT WETLAND STATUS AND REGULATION.

3. THESE LOTS MAY BE SUBJECT TO FEMA JURISDICTIONAL FLOOD ZONE MANAGEMENT. FEMA FIRM PANEL 8045, NUMBER 0201076045B DATED SEPTEMBER 25, 2009 IS CURRENT AT THIS PLAT'S COMPOSITION. SITE SUBSEQUENTLY UNDER REVISION REVIEW BY FEMA CHECK WITH HOMER PENINSULA BOROUGH DEPARTMENT FOR CURRENT STATUS PRIOR TO DEVELOPMENT.

4. ANY STRUCTURE OR UTILITY SHALL BE CONSTRUCTED OR PLACED IN SUCH A MANNER AS TO NOT INTERFERE WITH THE ABILITY OF A UTILITY TO USE THE EASEMENT.

5. NO STRUCTURES ARE PERMITTED WITHIN THE PANNABLE PORTION OF THE FLAG LOTS.

6. THE ORDINARY HIGH WATER LINE AS DIMENSIONED WAS USED ONLY FOR AREA COMPUTATIONS. THE ORDINARY HIGH WATER LINE FORMS THE LITTORAL BOUNDARY AND GENERALLY IS IN A STATE OF CHANGE.



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: _____

Y N Will your development trigger a Development Activity Plan?

Application Status: _____

Y N Will your development trigger a Storm water Plan?

Application Status: _____

Y N Does your site contain wetlands? If yes, Army Corps of Engineers Wetlands Permit is required. Application Status: _____

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)?

Vacant and wooded

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).

Four-plex, two story, approximately 5,000 sf total floor area.

CONDITIONAL USE INFORMATION: (Please use additional sheet(s), if necessary)

a. What code citation authorizes each proposed use and structure by conditional use permit?
HCC 21.24.030 (c) Multiple family dwelling

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

c. How will your proposed project affect adjoining property values? *Probably raise adjoining property values.* _____

d. How is your proposal compatible with existing uses of the surrounding land? *Yes, there are Lakeshore apartments, condons, and summer cabins rentals.* _____

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

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?

There are multiple two story buildings in the area.

- 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 2006 Town Center Plan and the 2008 Comprehensive Plan are online at:
<http://www.ci.homer.ak.us/documents/planning>
-
- 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? 8
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? 8
3. Are you requesting any reductions? NO

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

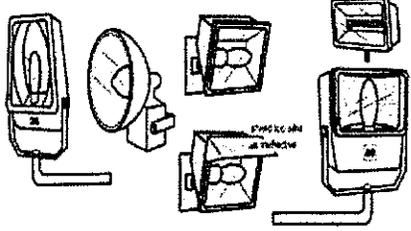
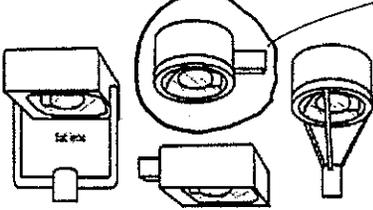
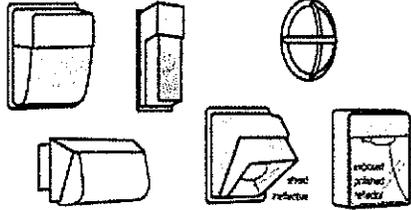
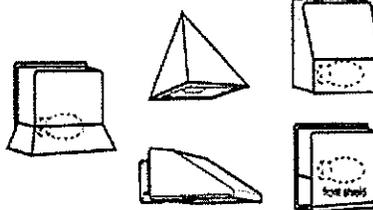
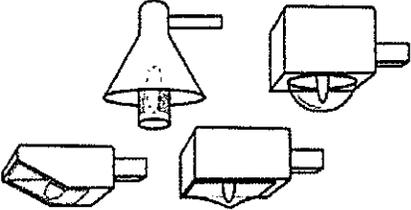
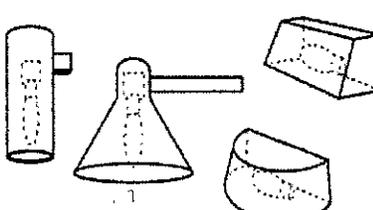
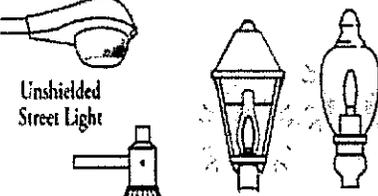
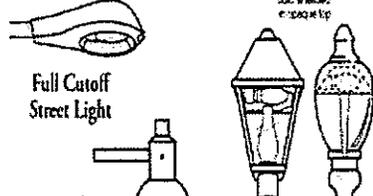
I hereby certify that the above statements and other information submitted are true and accurate to the best of my knowledge, and that I, as applicant, have the following legal interest in the property:

CIRCLE ONE: Owner of record Lessee Contract purchaser

Applicant signature: Larry Tripp Date: 4-8-13

Lighting Standards

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

<p>UNACCEPTABLE Fixtures that Produce Glare and Light Trespass</p>	<p>ACCEPTABLE Fixtures that Shield the Light Source to Minimize Glare and Light Trespass - Facilitating Better Night Vision</p>
 <p>Unshielded or Poorly-shielded Floodlights</p>	 <p>Full Cutoff Fixtures</p>
 <p>Unshielded Wallpacks & Poorly-shielded Wall Mount Fixtures</p>	 <p>Fully-shielded Wallpack & Wall Mount Fixtures</p>
 <p>Drop-lens & Sag-lens Fixtures with Exposed Bulb/Refractor Lens</p>	 <p>Fully-shielded Fixtures</p>
 <p>Unshielded Street Light</p> <p>Unshielded Security Light</p> <p>Unshielded 'Period' Style Fixtures</p>	 <p>Full Cutoff Street Light</p> <p>Fully Shielded Security Light</p> <p>Fully Shielded 'Period' Style Fixtures</p>
 <p>Unshielded PAR Floodlights</p> <p>Drop-lens Canopy Fixtures</p>	 <p>Shielded/Properly Aimed PAR Floodlights</p> <p>Flush Mounted Canopy Fixtures</p>

closest choice on this sheet



City of Homer Planning & Zoning

491 East Pioneer Avenue
Homer, Alaska 99603-7645

Telephone (907) 235-3106
 Fax (907) 235-3118
 E-mail Planning@ci.homer.ak.us
 Web Site www.cityofhomer-ak.gov

STAFF REPORT PL 13-38

TO: Homer Advisory Planning Commission
THROUGH: Rick Abboud, City Planner
FROM: Julie Engebretsen, Planning Technician
MEETING: May 1, 2013
SUBJECT: Scenic View Subdivision Scenic Grove Addition No. 1 2013 Replat Preliminary Plat

Requested Action: Preliminary Plat approval for the vacation of a common lot line. This will combine three smaller lots into one larger lot.

GENERAL INFORMATION

Applicants:	Harmon Hall 64362 Bridger Dr Homer, AK 99603	Seabright Survey 1044 East End Rd Suite A Homer, AK 99603
Location:	Corner of Adams Dr and East End Road	
Parcel ID:	179240 33, 34, 35	
Size of Existing Lot(s):	0.58, 0.6 and 3.14 acres	
Size of Proposed Lots(s):	4.322 acres	
Zoning Designation:	Rural Residential District	
Existing Land Use:	Vacant	
Surrounding Land Use:	North: Residential South: Vacant/Jack Gist Park East: Vacant/Residential West: Vacant/Residential/Cottonwood Horse park	
Comprehensive Plan:	Goal 1 Objective B: "Promote a pattern of growth characterized by a concentrated mixed use center, and a surrounding ring of moderate to high density residential and mixed use areas with lower densities in outlying areas."	
Wetland Status:	The 2005 wetland mapping shows there may be a drainage along the western property boundary. It may actually be further west and not on this property.	
Flood Plain Status:	Zone D, flood hazards undetermined.	
BCWPD:	Not within the Bridge Creek Watershed Protection District.	
Utilities:	City water is available.	
Public Notice:	Notice was sent to 21 property owners of 30 parcels as shown on the KPB tax assessor rolls.	

ANALYSIS:

This subdivision is within the Rural Residential District. This plat vacates three common lot lines, to create one large lot.

Preliminary Approval, per KPB code 20.12.0060 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.

1. Within the title block:
 - a. 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 map or plat has been previously recorded, or so nearly the same as to mislead the public or cause confusion;
 - b. Legal description, location, date, and total area in acres of the proposed subdivision;
 - c. Name and address of owner and registered land surveyor;
 - d. Scale.

Staff Response: The plat meets these requirements.

2. North point;

Staff Response: The plat meets these requirements.

3. 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, political subdivision or municipal corporation boundaries abutting the subdivision.

Staff Response: The plat meets these requirements.

4. 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.

5. 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 such reservations.

Staff Response: Private parcels are shown. No public use areas other than Rights of Way are noted.

6. The names and widths of public streets and alleys and easements including drainage 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.

7. The names of adjacent subdivisions or an indication that the adjacent land is not subdivided.

Staff Response: The plat meets these requirements.

8. Approximate location of areas subject to inundation, flooding or storm water overflow. Indicate if a recognized flood plain is present. Identify and locate the major drainage systems.

Staff Response: The plat meets these requirements.

9. Approximate locations of areas subject to tidal inundation including the mean high water line.

Staff Response: The plat meets these requirements (not applicable to this area).

10. Block and lot numbering per Section 20.16.110 of the borough subdivision code.

Staff Response: The plat meets these requirements.

11. The general location of existing water and sewer utilities, and the intent and methods of the subdivision to utilize and access such utilities.

Staff Response: The plat does not meet these requirements. City water is available.

12. Provide a contour map of the subdivision and road profiles if road grades exceed 6% on arterial and 10% on other streets.

Staff Response: The plat meets these requirements. No Rights of Way are to be dedicated by this action.

13. Identify and locate on the plat all areas in excess of 20% grade.

Staff Response: The plat meets these requirements.

PUBLIC WORKS COMMENTS: Need the standard 15' utility easement along the Spruce Lane ROW.

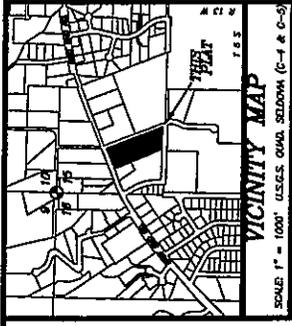
FIRE DEPARTMENT COMMENTS: Fire Chief Painter did not have any concerns.

STAFF COMMENTS/RECOMMENDATIONS: Planning Commission recommend approval of the preliminary plat with the following recommendations:

1. Dedicate a 15 foot utility easement along East End Road and Spruce Lane per 22.10.051(a).

ATTACHMENTS

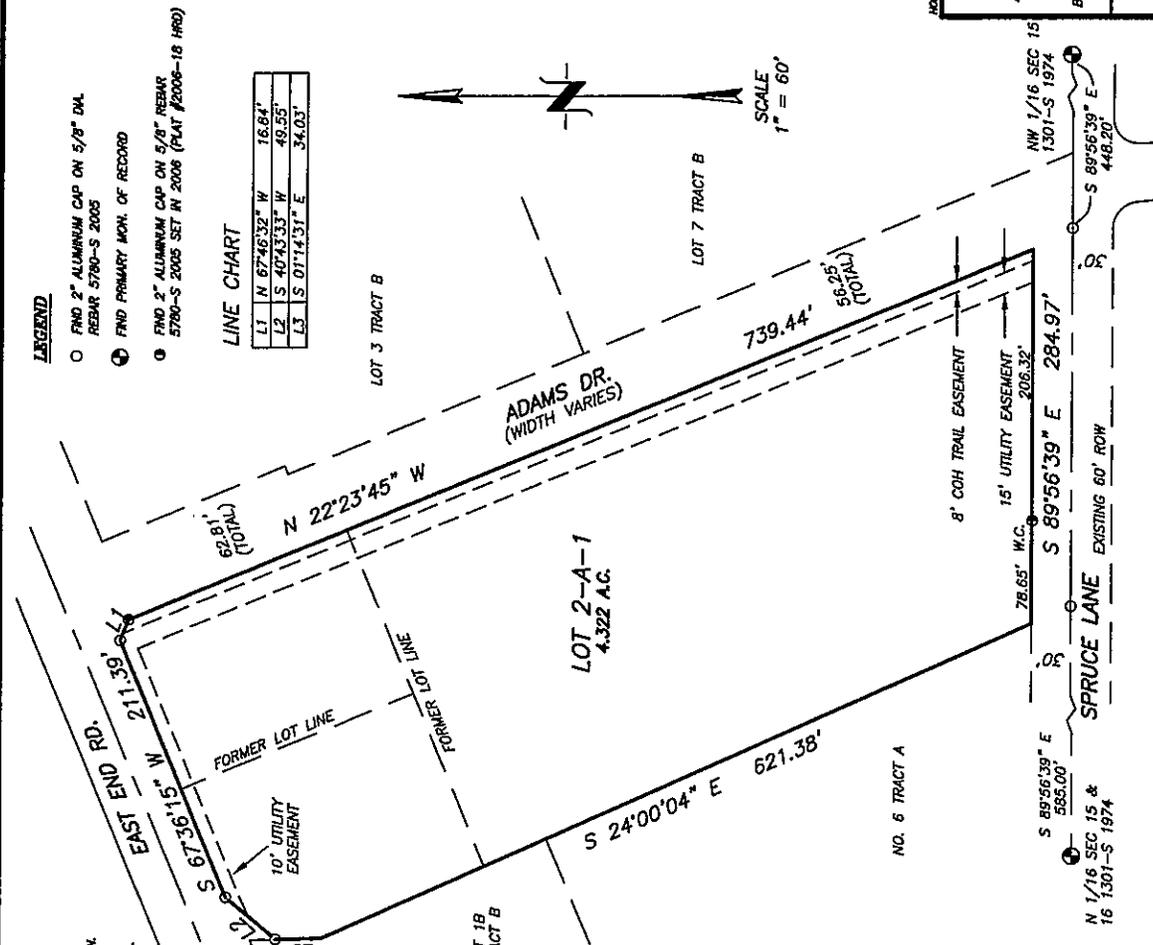
1. Preliminary Plat
2. Public Notice



- LEGEND**
- FIND 2" ALUMINUM CAP ON 5/8" DIA REBAR 5780-S 2005
 - FIND PRIMARY W.H. OF RECORD
 - FIND 2" ALUMINUM CAP ON 5/8" REBAR 5780-S 2005 SET IN 2008 (PLAT #2006-18 HRD)

LINE CHART

L1	N	67°46'32"	W	16.84'
L2	S	40°43'33"	W	49.55'
L3	S	01°14'31"	E	34.03'



WASTEWATER DISPOSAL
 PLANS FOR WASTEWATER DISPOSAL THAT MEET THE REQUIREMENTS OF THE ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION.
 KENTON T. BLOOM, PLS 7868-S DATE

- NOTES**
1. NO PERMANENT STRUCTURES SHALL BE CONSTRUCTED OR PLACED WITHIN AN AREA WHICH WOULD INTERFERE WITH THE ABILITY OF A UTILITY TO USE SAID EASEMENT.
 2. ALL WASTEWATER DISPOSAL SYSTEMS SHALL COMPLY WITH EXISTING LOCAL LAWS AT THE TIME OF CONSTRUCTION.
 3. THIS SUBDIVISION IS SUBJECT TO THE ZONING REGULATIONS OF THE CITY OF HOMER.
 4. THIS PLAT WAS PREPARED FOR THE REMOVAL OF LOT LINES ONLY. NO SURVEY WAS PERFORMED FOR THE PREPARATION OF THIS PLAT. ALL LOT DIMENSIONS SHOWN ON THIS PLAT ARE DIMENSIONS SHOWN ON PLAT #2006-18 HRD.
 5. NO DIRECT ACCESS TO STATE MAINTAINED RIGHTS-OF-WAY IS ALLOWED WITHOUT PRIOR WRITTEN CONSENT OF THE ALASKA STATE DOI.

NOTARY'S ACKNOWLEDGMENT
 SUBSCRIBED AND SWORN TO BEFORE ME THIS
 DAY OF _____, 2013.
 FOR: _____
 NOTARY PUBLIC FOR ALASKA
 MY COMMISSION EXPIRES _____



CERTIFICATE OF OWNERSHIP
 I HEREBY CERTIFY THAT I AM THE OWNER OF THE REAL PROPERTY SHOWN AND DESCRIBED HEREON. THAT THE SAME IS THE PART OF SUBDIVISION, AND BY MY FREE CONSENT, I DEDICATE ALL RIGHTS OF WAY AND PUBLIC AREAS TO PUBLIC USE, AND GRANT ALL EASEMENTS TO THE USE SHOWN HEREON.

JAMISON HALL
 64322 BROOKER RD.
 HOMER, ALASKA 99603

PLAT APPROVAL
 THIS PLAT WAS APPROVED BY THE KENAI
 THE MEETING OF _____
 BY: _____ DATE _____
 KENAI PENINSULA BOROUGH

HOME RECORDING DISTRICT KRS FILE NO. 2013-
**SCENIC VIEW SUBDIVISION
 SCENIC GROVE ADDITION NO. 1
 2013 REPLAT**
 A REPLAT OF LOT 1, LOT 2 AND LOT 2-A TRACT B (PLAT #2006-18 HRD), SCENIC VIEW SUBDIVISION, SCENIC GROVE ADDITION NO. 1, SITUATED IN THE NW 1/4, SEC. 15, T18S, R15W, HUMBOLDT MERIDIAN, DISTRICT OF HOMER BOROUGH, THIRD JUDICIAL DISTRICT, STATE OF ALASKA, CONTAINING 4.322 ACRES MORE OR LESS.
SEARCHRIGHT SURVEY + DESIGN
 KENTON T. BLOOM, P.L.S.
 1044 EAST ROAD, SUITE A
 HOMER, ALASKA 99603
 (907) 233-4247
 DRAWN BY: KK CHHD BY: KB JOBS #13-07
 DATE: 03/2013 SCALE: 1"=60' SHEET #1 OF 1

SEABRIGHT SURVEY + DESIGN

Kenton Bloom, PLS
1044 East Road Suite A
Homer, Alaska 99603
(907) 235-4247 (& fax)
seabrightz@yahoo.com

March 15, 2013

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

RE: Scenic View Subdivision, Scenic Grove Addition No. 1 Replat

To Whom It May Concern:

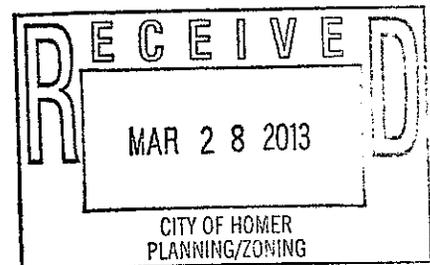
Seabright Survey + Design is pleased to submit the preliminary plat for the **Scenic View Subdivision, Scenic Grove Addition No. 1 Replat**

Please find attached the PDF 11"x17" for your review. We have already provided you with a check for \$300.00 for platting review fees and two full size copies. We look forward to working with the City of Homer on this project within city limits. Thank you for your consideration. Please call with any questions or concerns.

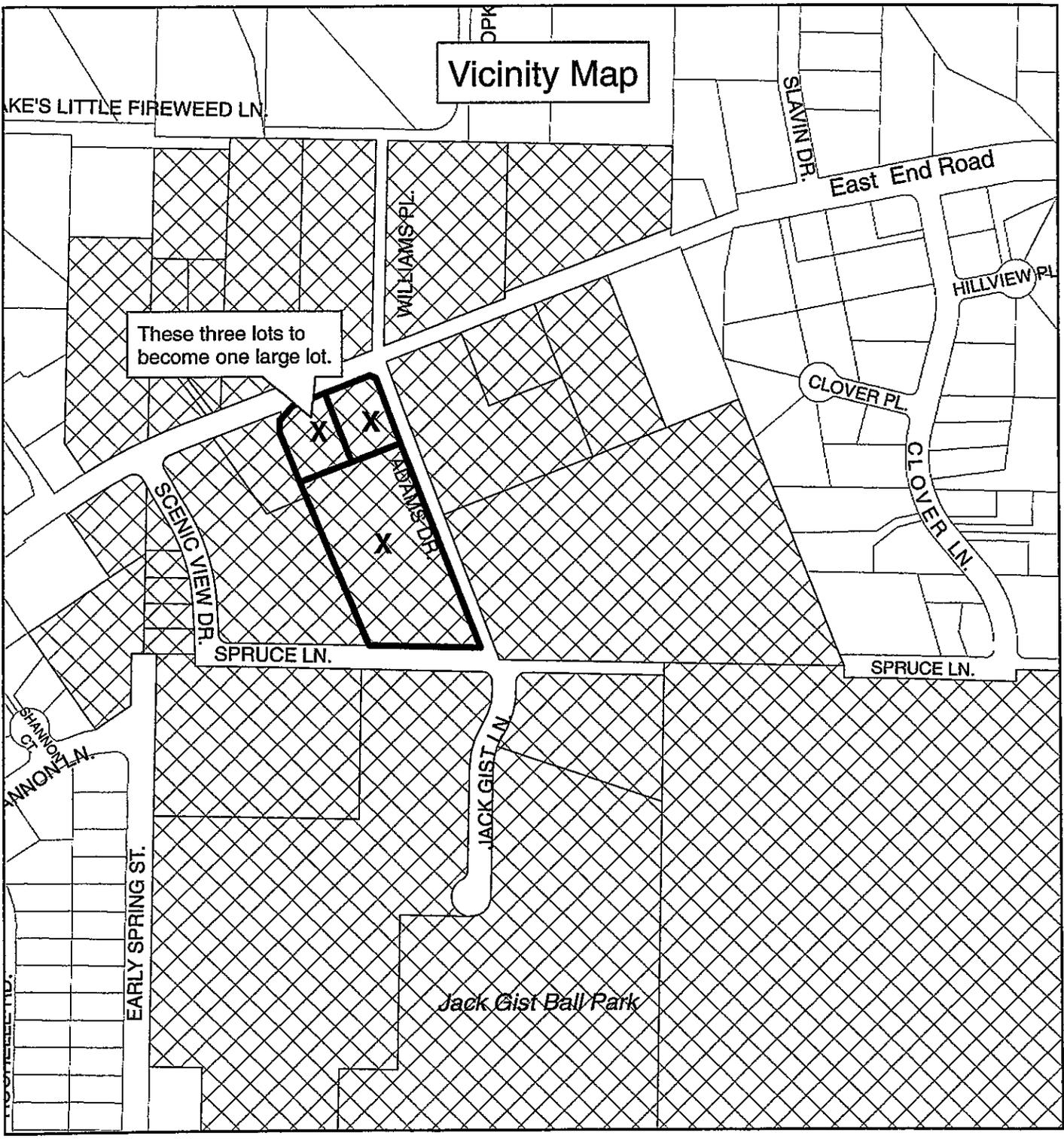
Cordially,



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



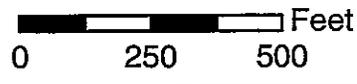
Vicinity Map



City of Homer
 Planning and Zoning Department
 April 8, 2013

Scenic View Sub
 Scenic Grove Addn No. 1 2013 Replat
 Preliminary Plat

Marked lots are w/in 500 feet
 and property owners notified.



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

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 because you are an affected property owner within 500 feet of a proposed subdivision and are invited to comment.

Proposed subdivisions under consideration are described as follows:

Scenic View Subdivision Scenic Grove Addition No. 1 2013 Replat

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

A public meeting will be held by the Homer Advisory Planning Commission on Wednesday, May 1 2013 at 6:30 p.m. at Homer City Hall, 491 East Pioneer Avenue, Homer, Alaska.

Anyone wishing to present testimony concerning this matter may do so at the meeting or by submitting a written statement to the Homer Advisory Planning Commission, 491 East Pioneer Avenue, Homer, Alaska 99603, by 4:00 p.m. on the day of the meeting. Written comments can be faxed to 907-235-3118.

For additional information, please contact Julie Engebretsen in the City of Homer Planning and Zoning Office at 435-3119.

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

VICINITY MAP ON REVERSE

MANAGER'S REPORT
April 22, 2013

TO: MAYOR WYTHE / HOMER CITY COUNCIL

FROM: WALT WREDE

UPDATES / FOLLOW-UP

1. Lillian Walli Special Assessment District: At the meeting, we will provide you with an update on the status of this project and discuss a strategy for bringing the anticipated costs down.
2. Strategic Planning and Mission Statement: Attached is a discussion paper on this topic which I hope to spend some time on during the verbal report.
3. Cruise Ship Grant Projects and Spit Trail: Quite a bit is happening here and we will provide a verbal update.
4. Enstar: Work is proceeding on the distribution system. We have had several meetings with the contractor so far and Public Works is coordinating closely regarding pipe location in the ROW.

ATTACHMENTS

1. Enstar Letter to Property Owners re: Cultural Resources
2. Change Order: Paving Project
3. Discussion Paper: Memorandum 13-057 - Strategic Planning and Mission Statement



ENSTAR Natural Gas Company
P.O. Box 190288
Anchorage, AK 99519-0288
(907) 277-5551

April 2, 2013

HOMER CITY OF
491 E PIONEER AVE
HOMER, AK 99603

Borough Tax ID: 17719209

Dear Sir or Madam,

As you may know, ENSTAR Natural Gas Company (ENSTAR) is constructing a natural gas distribution system within the City of Homer and Kachemak City during the 2013 - 2014 spring, summer, and fall construction seasons.

In order to accomplish our proposed construction and related permitting activities, ENSTAR's contractor Stephen R. Braund & Associates (SRB&A) will be performing various cultural resource survey tasks in preparation of the approaching construction in the vicinity of your property. These tasks may include, hand digging small test holes to search for archaeological sites, documenting archaeological sites and historic structures, and talking with interested residents who are knowledgeable in the history of the area.

SRB&A encourages residents with historical information to contact them when on site performing these survey tasks, or by phone at (907) 276-8222.

SRB&A shall be working within existing public road rights-of-ways, public use easements, and utility easements situated on or adjacent to your property. ENSTAR and its contractors will not enter your property unless upon a valid public right of way or easement.

If you have any questions or concerns please feel free to contact me at (907) 334-7753 or at andrew.fraiser@enstarnaturalgas.com.

Regards,

A handwritten signature in cursive script that reads "Andrew Fraiser".

Andrew Fraiser
Right-of-Way Agent
ENSTAR Natural Gas Company

Property Description: T 6S R 13W SEC 20 SEWARD MERIDIAN HM 0540251A NILS O SVEDLUND SUB AMD LOT 7 TRACT B & PTN OF TR B AS FOLLOWS: BEG @SE CORNER OF LOT 7 TH N0 DEG 2'W 545 FT TO S ROW OF STERLING HWY, CORNER 2; TH N75 DEG 15'E ALONG ROW 62.6 FT TO CORNER 3; TH S0 DEG

CONTRACT MODIFICATION
(Change Order)

Contract Modification No. 1

Date: 8-Apr-13

OWNER: City of Homer

P.O. No. 6322

PROJECT NAME: 2012 PAVING PROJECT

Project No. 160-766

CONTRACTOR: Alaska Road Builders Inc.
44482 Frontier Ave.
Soldotna, AK 99669

THE FOLLOWING MODIFICATIONS TO THE CONTRACT ARE HEREBY ORDERED:

- ~~1. Fish Dock Road~~ grind and repave existing 700' x 24' AC
not to exceed ~~\$49,794.00~~
- ~~2. W. Soundview Ave~~ repair subgrade failure area, grind and
repave 300' x 24' AC not to exceed ~~\$91,090.00~~
- ~~3. Lake St / Ocean Drive Loop Intersection~~ grade/shape existing road,
provide 2" base course and 2" AC. Not to exceed: ~~\$24,785.00~~

CONTRACT AMOUNT	CONTRACT TIME (CALANDAR DAYS)
Original Amount: \$ 549,116.00	Original Duration _____ Days
PREVIOUS Change Orders: 0	PREVIOUS Change Orders: _____
(Add / Deduct) \$ 165,669.00	(Add / Deduct) _____ Days
THIS Change Order:	THIS Change Order:
(Add / Deduct) \$ -	(Add / Deduct) <u>30</u> Days
REVISED Contract Amount: \$ 714,785.00	REVISED Contract Time: _____ Days
Approved Budget: \$ 900,000.00	

Revised Contract Completion Date is 30-Jun-13

PUBLIC WORKS DIRECTOR	CONTRACTOR	ENGINEER / INSPECTOR
------------------------------	-------------------	-----------------------------

By: Carey Meyer
Carey S. Meyer, P.E.

By: _____

By: James E. Parker

Date: 4/9/13

Date: _____

Date: 04/09/13

Walt J. [Signature]
City Manager

04/9/13
Date

MEMORANDUM 13-057

TO: Mayor Wythe and Homer City Council

FROM: Walt Wrede

DATE: April 17, 2013

SUBJECT: Strategic Planning

Introduction

Mayor Wythe and I have had several discussions over the past few weeks about the need for the City to be more strategic and focused regarding how it goes about setting its priorities and establishing its Budget and Capital Improvement Program. She has alluded to that several times during recent meetings; most recently when we returned from Juneau and she commented about changing how the CIP List is developed and presented. In addition to that, staff members in the City Manager's office have been discussing internally how beneficial it would be if the City adopted a mission statement that clearly defined its mission and core responsibilities. The benefits of strategic planning and developing a mission statement are complimentary and it makes sense to discuss them at the same time.

The purpose of this discussion paper is to stimulate Council discussion about strategic planning and the City's core functions. This paper also included a rough, suggested action plan for achieving these goals. The action plan does not contain target or deliverable dates because the Council already has a lot on its plate and summer is fast approaching; a time when many of us will not want to be sitting in meetings. The idea is simply to generate Council discussion about the basic concept. If Council wants to move forward, a detailed plan can be developed and approved at subsequent meetings.

Problem Statement

The City of Homer has many adopted plans which all contain goals, objectives, and action items. They all require significant time, funding, and resource commitments if success is to be achieved. These plans include the Comprehensive Plan, Spit Comprehensive Plan, Climate Action Plan, Transportation Plan, Non-Motorized Transportation Plan, Town Center Plan, Comprehensive Economic Development Strategy, Water and Sewer Master Plan, Land Allocation Plan, and Capital Improvement Plan. All of these plans are important components of the City's overall "master plan" and they contain goals and objectives that reflect Council and community priorities.

Ideally, these plans should be implemented together in a coordinated and comprehensive manner. It would be beneficial to establish priorities in a holistic manner keeping all of the adopted plans in mind. We (both the staff and the Council) work hard to achieve the goals in these plans but we don't do it in a prioritized way. We tend to focus on the goals that are easily achievable or have political momentum behind them, and we do so as time, opportunity, and budget permits. We need to establish a hierarchy of priorities, and a plan to implement the plans, so to speak. Strategic planning and developing a tight mission statement can help immensely. If this is done correctly, the City budget and

its CIP List should truly reflect Council and community priorities and help to keep us all focused on those priorities.

Benefits of Strategic Planning and a Mission statement

There are a wide variety of benefits associated with strategic planning and developing a mission statement. They include, but are not limited to:

- Budget Documents and the CIP List should reflect the City's core mission and its identified priorities
- The staff will have a clear message about Council priorities and can be more focused and efficient.
- Prevention of mission creep. The City is constantly asked to take on more and more programs and responsibilities. Clearly identifying the core mission and priorities will slow mission creep and unintended budget growth.
- Increased productivity, efficiency, and quality of service. It is often better to do a few things well than a bunch of things in mediocre fashion.
- Strategic planning and a mission statement will make it easier to respond to anticipated budget shortfalls in future years.

Suggested Action Plan

Step 1: Data and Information Collection. This step includes deliverables from the staff.

Draft Mission Statement .	City Manager's Office
Report on All Capital Projects Current and Pending	Public Works
Review of All Plans Including Goals Achieved, and Goals to be Accomplished; a Report to Council	Planning

Step 2: A workshop or workshops for presentation of deliverables and discussion

Step 3. Solicit input from Boards and Commissions re: City priorities and mission statement

Step 4: Town Hall Style Open House: Public input on core mission and priorities.

Step: 5: Strategic Planning Sessions. All day for several days. Could be facilitated by staff or a paid consultant.

Step 6: Draft Mission statement and Strategic Plan for public review. Hold Hearings.

Step 7. Approval.

City Council Action Agenda 4/22

Implement the 2010 Homer Spit Plan. Planning. Recommended dates: Introduction April 22, 2013, Public Hearing and Second Reading May 13, 2013.

Memorandum 13-054 from City Planner as backup.

ADOPTED without discussion.

10. CITY MANAGER'S REPORT

A. City Manager's Report

1. Memorandum 13-057 from City Manager, Re: Strategic Planning.

City Manager Wrede reported Buccaneer provided a blow out control plan as requested. They redacted sensitive information such as personal phone numbers. The paper copy will be available to Council and the public.

Council asked to initiate the Lillian Walli Special Assessment District (SAD). Planning and Public Works found no harm in expanding the boundaries. They have received overwhelming support, with property owners showing much interest. The next step will be a resolution acknowledging the support and will direct Administration to take the next step. But first there is work to be done. Both Planning and Public Works believe there are problems with the way the area was platted. Currently the project is cost prohibitive. We would like to talk to property owners ahead of time and introduce a re-platting concept that includes more lots and less roads.

Public Works Director Carey Meyer provided a map of the Lillian Walli SAD. There are a lot of roads that are platted that are not cost effective. The cost estimate per lot is substantially more than lots currently on the market. An assessment of \$70,000 - \$80,000 per lot doesn't pencil out; it may be the reason why the subdivision was never developed. Refining the area to provide for lots only fronting one road will reduce 1,000 feet of road. There are currently 74 lots in the existing district. There would be 104 lots with the re-plat. These changes could mean a subdivision where the improvements would pencil out and create affordable lots. The lower portion of the subdivision is begging for affordable housing. That means smaller lots and multi-family units. As you go up the hill the lots are larger.

We normally provide a cost estimate to people within the SAD, but it is not reasonable now. Re-platting is a reasonable option. The City needs time to communicate with the property owners and let them know how values will transfer with re-plats. In most SADs the City is contributing a significant portion. In this case 100% of the cost would go to the property owners, due to their subdivision agreement. A letter will be sent to all property owners within the SAD to begin a planning session.

Mayor Wythe noted the original subdivision had eight lots owned by the City. It is Council's intent to get the SAD in place to allow the City to sell the lots. It will allow the City to recoup funds that are currently stranded assets.

City Manager Wrede referenced Memorandum 13-057 - Strategic Planning and Mission Statement. The Mayor, staff members, and he have been talking about more strategic planning and more coordination with the plans Council has adopted. As staff, we see an opportunity for a project and pick off things that tend to be easy, we have the money, have an opportunity, and time to complete. The idea is to see if Council sees the value in a more formal strategic plan. It would outline how to go about being more focused on goals that we achieve.

Mayor Wythe had asked City Manager Wrede about this several months ago. On the Juneau trips they were asked why we have projects on the top fifteen CIP (Capital Improvement Plan) that are not directly related to the business of the City of Homer. State and Federal funding will be drying up and going away. The more strategic the project planning can be, the better chances of funding. She recommends reducing the CIP list down to five instead of fifteen projects. We still have the complete book that goes to each representative that contains the other items. When they look at the CIP they see our top priorities. This year we made great strides with the funding for the port and harbor. The \$2M re-appropriation will come within \$300,000 of paying for the new port and harbor building and Skyline Fire Station. We developed a good plan for the harbor, the revenue stream was created, and \$500,000 set aside in separate fund. It was a pro-active presentation. She will be asking Council to put some work into developing a strategic plan by reviewing the six or seven different plans and determining their priority for development of the community. The Legislators will take it much more seriously if year after year they see the same things requested.

Councilmembers Howard, Lewis, Dolma, and Burgess agreed with the idea of forming a strategic plan.

Councilmember Zak sees this as a short term condition but doesn't know if it will be long term. In a few years we may add more to the list. We don't want to lose sight of opportunities.

Asked about the sale of dredge materials from the Fishing Hole, Port and Harbor Director Hawkins answered the sale of materials began last fall and will continue until the rest of the materials are hauled away. The entity will pay for the materials once they are all hauled off the Spit. Some materials were used to fill a campsite building on the Spit that was undercut.

Asked about payment on the receivables from the drill rig, Port and Harbor Director noted they are about a month behind. He is communicating with them to get caught up.

B. Bid Report

11. CITY ATTORNEY REPORT

12. COMMITTEE REPORT

A. Public Arts Committee