

Session 17-03, a Regular Meeting of the Homer Advisory Planning Commission was called to order by Chair Stead at 6:30 p.m. on February 1, 2017 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONERS ABRAHAMSON, BOS, STEAD, VENUTI

ABSENT: ARNOLD, BRADLEY, HIGHLAND

STAFF: CITY PLANNER ABBODD
PUBLIC WORKS DIRECTOR MEYER
DEPUTY CITY CLERK JACOBSEN

Approval of Agenda

Chair Stead asked for a motion to approve the agenda.

VENUTI/BOS SO MOVED

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

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 January 18, 2017
- B. Decisions and Findings for CUP 2017-01 to build 7 single-family rental cabins at 2080 Shannon Ln.
- C. Staff Report PL 17-09, Hickerson Memorial Cemetery Expansion

Chair Stead called for a motion to adopt the consent agenda.

VENUTI/BOS SO MOVED

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

Presentations

Reports

A. Staff Report PL 17-10, City Planner's Report

City Planner Abboud reviewed his staff report in the packet.

The group discussed temporary housing for homeless people, particularly the need for transitional housing, getting an estimate of the number of homeless, determining what support organizations there are such as the Food Pantry, Haven House, and Salvation Army, and connecting with KPHI to see where the gaps are for transitional housing in the community.

Commissioner Abrahamson agreed to attend the February 27th City Council meeting.

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.

Plat Consideration

Pending Business

A. Staff Report PL 17-11, Revision of HAWSP Manual

City Planner Abboud reviewed the staff report and reviewed the manual.

There was brief discussion regarding codifying conservation easement exemptions and circumstances where that could apply. Public Works Director Meyer participated in the discussion on double fronted properties.

Suggestions for the HAWSP Manual included:

1. Special Provisions being broken up into two parts, Policy Provisions and include provisions 1, 2, 4 and 5 and Exemption Provisions and include 3, 4, and 6.
2. Eliminate reference to case-by-case basis in number 6 and define what basis we have for including an exemption.
3. Improve the term spaghetti line and provide a clear definition of what it is.

B. Staff Report PL 17-12, Revision of HART Fund Manual

City Planner Abboud reviewed the staff report. The Commission discussed the questions in the staff report with the City Planner and Public Works Director. Commission suggestions are bulleted below.

1A. *If the Commission finds this too restrictive, please comment to staff.*

“E. Sidewalks. To use HART funds, projects must be mapped as either sidewalks, paved shoulders or separated pathways, or directly serve the special populations discussed in sections 3.1 and 3.2 of the HNMTP. Effort will be made to find grants or non-city funding sources to match city construction funds, whenever possible.”

- The language as presented is not too restrictive.
- When the HNMTP is reviewed, review this section again.

1B: *Sidewalk funding: Does the Commission want to recommend a dollar amount that benefitted properties would pay? Is it worth the effort? The Commission discussed that property owners should contribute to sidewalks. This raises a conundrum. Let’s say the City caps the property owner cost of a sidewalk at \$1,500. If there is a SAD and the property owners vote against it due to cost, does that mean we won’t build a sidewalk? Recall we’re only building them in the places prioritized in the HNMTP, near schools, downtown, etc. These sidewalks are paid for by the larger community through sales tax, and the sidewalk routes benefit the larger community to some degree. Additionally, the SAD process is very time consuming and somewhat costly for the City. I think the cost sharing should be decided on an individual project basis. Commission thoughts? Is there a dollar amount you think the city should assess when a sidewalk is constructed?*

- Not in support of a capped fee.
- Cost share that is decided on an individual project basis, depending on grant availability benefits to the general citizenry, etc.

2. Additional Policy Considerations; comments to the City Council

a. *Debt Service Ratio. Consider eliminating this provision for HART. Currently, all HART projects are paid for by the fund balance – the City is not borrowing money for these projects. Additionally, this program ends in 10 years, unless extended by the voters. So it doesn’t make sense to go in to debt for a project when the City has a fund balance to pay cash, and the repayment mechanism is going to expire. There should not be any debt service!*

2a Recommendation: *Eliminate the 1.25 debt service ratio in HART.*

- Eliminate the debt service ratio for HART, especially since the program ends in 10 years.

b. *If the HART fund goes back to the voters (to contribute to the general fund), consider revising the purpose of the program and better define when HART funds are used for capital projects (big maintenance projects). Also, consider eliminating the sunset provision.*

2b Recommendation: *Consider better defining HART to include major capital projects, and eliminating the sunset provision.*

No specific comments or recommendations were expressed.

3. Recommended code changes

a. *Staff recommends codifying the exemptions for conservation parcels. Are the parcels still part of the district, but the city pays the full assessment? Or does the rest of the SAD pay more because there is a conservation parcel (reduces the number of properties paying for the improvement)?*

3a: *Recommend codifying conservation easement exemptions and project payment mechanism*

The Commission had lengthy discussion about conservation easement exemptions and made no recommendation.

b. 3b: *Request legal review of 17.04.180(a) – is it still valid and current regulation? (Pertains to lots with double frontage).*

- There was agreement with requesting a legal review.

New Business

Informational Materials

A. City Manager’s Report dates January 23, 2017

Comments of the Audience

None

Comments of Staff

None

Comments of the Commission

Commissioner Venuti said it was an interesting meeting and it was unfortunate the others were gone tonight. The storm water pollution and prevention refresher class is coming up on the 9th.

Commissioner Bos said it was a good meeting and this isn’t his favorite stuff to work on as a commissioner. He looked at the cemetery information in the packet and liked but likes the questions in the laydown item and answers provided by Public Works.

Commissioner Abrahamson commented it’s nice to be back. She mentioned the Woodard Creek Watershed plan is in it’s final stages. There should be a final draft and presentation to the Commission.

Chair Stead said it was a worthwhile meeting with nice discussion.

HOMER ADVISORY PLANNING COMMISSION
REGULAR MEETING MINUTES
FEBRUARY 1, 2017

Adjourn

There being no further business to come before the Commission, the meeting adjourned at 8:20 p.m. The next regular meeting is scheduled for February 15, 2017 at 6:30 p.m. in the City Hall Cowles Council Chambers. A worksession will be held at 5:30 p.m.

MELISSA JACOBSEN, MMC, DEPUTY CITY CLERK

Approved: _____