

**HOMER ADVISORY PLANNING COMMISSION
REGULAR MEETING
JANUARY 2, 2019**

Session 19-01, a Regular Meeting of the Homer Advisory Planning Commission was called to order by Chair Venuti at 6:30 p.m. on January 2, 2019 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONERS HIGHLAND, BOS, BERNARD, BENTZ, VENUTI, AND SMITH

ABSENT: COMMISSIONERS BANKS (EXCUSED)

STAFF: CITY PLANNER ABBOUD
DEPUTY CITY CLERK KRAUSE

APPROVAL OF THE AGENDA

Chair Venuti called for a motion to approve the agenda.

BOS/HIGHLAND – MOVED TO APPROVE THE AGENDA.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENT

RECONSIDERATION

ADOPTION OF CONSENT AGENDA

- A. Approval of minutes of December 5, 2018
- B. Decisions and Findings, Re: Conditional Use Permit 18-13 for more than one building containing a permitted principal use on a lot at 3771 West Hill Road
- C. Decisions and Findings, Re: Conditional Use Permit 18-14 for a medical office/clinic at 205 W. Fairview Ave.

Chair Venuti requested a motion to approve the Consent Agenda.

BOS/HIGHLAND – SO MOVED.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

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VISITORS

REPORTS

A. Staff Report 19-01, **City Planner's Report**

City Planner Abboud provided a summary of his report noting that it was quiet time and he did **have other duties in the City Manager's absence.**

Chair Venuti inquired about attendance at City Council meetings stating the Commissioner Highland was up for the January 14, 2019 meeting.

Commissioner Bos volunteered for the January 28, 2019 meeting and Commissioner Smith stepped up for the meeting on February 11, 2019.

PUBLIC HEARINGS

A. Staff Report PL 19-02, Conditional Use Permit (CUP) 19-01, for a medical clinic containing more than 8,000 square feet of building area at 267 Cityview Avenue

Chair Venuti introduced the item into the record and City Planner Abboud provided a synopsis of Staff Report PL 19-02 for the commission.

City Planner Abboud did state for the record that if the Commission denied this action then the original CUP 18-09 was still applicable. This action if approved would amend CUP 18-09 as it relates to the building location on the site and modify the parking design by removing the ability for local traffic to cut through the parking lot. He further noted that the new layout does enact Homer City Code 21.55.020(4)(f) regarding providing adequate screening to the adjacent residential lot to the southwest and the applicant will need to provide a 10 foot buffer adjacent to all right of way. These are listed as new conditions four and five.

Dr. Paul Raymond, applicant, provided a brief statement on his decision to adjust the location of the building on the parcel to minimize any impact on the viewshed, preventing shading on the parking lot in the winter months and to be less obtrusive to the neighboring residential property.

Chair Venuti opened the public hearing seeing no one come forward to provide testimony the public hearing was closed.

City Planner Abboud and the Applicant, Dr. Raymond responded to questions regarding the following:

- Confirmed that there will be a screened dumpster on location in relation to the new proposed building/parking layout since that was provided on the original drawings but was not shown in the new drawings
- There is no issue with having parking spots within an existing easement and if there is a need such as a disaster as long as there is access to the area

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- Clarified that the wording for Condition #3 should be amended to reflect “Zoning Permit” not “Building Permit” with regards to the timeline imposed by the Commission to complete the exterior of the building once the permit is issued.
- Clarified that the entry points from Cityview and Danview will remain
- It is unknown how CUP 19-01 will affect the appeal that was filed on CUP 18-09

Chair Venuti requested a motion on this action.

Commissioner Bos confirmed with the City Planner that a motion was needed to correct the terminology used in condition three.

BOS/BENTZ MOVED TO AMEND CONDITION THREE TERMINOLOGY TO REFLECT THAT THE APPLICANT SHALL COMPLETE THE EXTERIOR OF THE BUILDING WITHIN 18 MONTHS OF ISSUING THE ZONING PERMIT.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

BOS/SMITH MOVED TO APPROVE STAFF REPORT PL 19-02 AMENDING CUP 18-09 AS CUP 19-01 WITH THE ORIGINAL FINDINGS OF CUP 18-09 1-12, ORIGINAL CONDITIONS 1-3 AND NEW CONDITIONS 4 AND 5.

City Planner Abboud briefly explained why Condition #3 was amended and provided further clarification that when an applicant comes in to the Planning Department for a Zoning Permit and it is found that what is needed is a Conditional Use Permit there may be delays before the applicant can start to build; once the CUP is approved then the Applicant will need to apply for a Zoning Permit to begin construction; so Condition #3 should reflect that the time requirement for completion of the exterior should start from the issuance of the Zoning Permit not the Conditional Use Permit.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PLAT CONSIDERATION

A. Staff Report 18-76, Commercial Park Unit 2 Preliminary Plat

Chair Venuti introduced the item into the record and invited City Planner Abboud to provide his report.

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City Planner Abboud noted that this item was on the agenda for the December meeting but due to a conflict with Commissioner Banks it was postponed to this meeting. He then reviewed his staff report for the commission.

There was no applicant present.

Chair Venuti opened the public comment period seeing no one in the audience he closed the public comment period.

Chair Venuti opened the floor for questions from the Commission.

There were no questions from the Commission for the City Planner.

Chair Venuti requested a motion.

BOS/BENTZ MOVED TO RECOMMEND APPROVAL OF COMMERCIAL PARK UNIT 2 PRELIMINARY PLAT WITH THE FOLLOWING COMMENTS:

INCLUDE PLAT NOTE STATING PROPERTY OWNER SHOULD CONTACT THE ARMY CORPS OF ENGINEERS PRIOR TO ANY ONSITE DEVELOPMENT OR CONSTRUCTION ACTIVITY TO OBTAIN THE MOST CURRENT WETLAND DESIGNATION (IF ANY) AND PROPERTY OWNERS ARE RESPONSIBLE FOR OBTAINING ALL REQUIRED LOCAL STATE AND FEDERAL PERMITS.

There was a brief comment on this was the next stage in developing the property and the few remaining areas left in town for commercial development.

VOTE. NON-OBJECTION.UNANIMOUS CONSENT.

Motion carried.

B. Staff Report 19-05, Skyline Drive Subdivision No. 7 Preliminary Plat

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

City Planner Abboud reviewed his report for the Commission. He approached the large map and pointed out the proposed changes for the commission.

There was no applicant present.

Chair Venuti opened the public comment period noting there was no one present in the audience he then closed the public comment period.

Chair Venuti inquired if there were any questions for the City Planner, there were none and he requested a motion on the item.

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BOS/BENTZ MOVED TO RECOMMEND APPROVAL OF SKYLINE DRIVE SUBDIVISION NO. 7 PRELIMINARY PLAT WITH THE FOLLOWING COMMENTS:

INCLUDE A PLAT NOTE STATING PROPERTY OWNER SHOULD CONTACT THE ARMY CORPS OF ENGINEERS PRIOR TO ANY ONSITE DEVELOPMENT OR CONSTRUCTION ACTIVITY TO OBTAIN THE MOST CURRENT WETLAND DESIGNATION (IF ANY) AND PROPERTY OWNERS ARE RESPONSIBLE FOR OBTAINING ALL REQUIRED LOCAL STATE AND FEDERAL PERMITS.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PENDING BUSINESS

NEW BUSINESS

INFORMATIONAL MATERIALS

- A. City Manager's Report for the December 10, 2018 Homer City Council meeting
- B. Resolution 18-094, Establishing the 2019 City Commission Schedules

There was no comment or questions on the informational materials.

COMMENTS OF THE AUDIENCE

COMMENTS OF THE STAFF

Deputy City Clerk Krause wished the Commission Happy New year and commented her appreciation for starting the year with a short meeting.

City Planner Abboud commented on the omission of the Commission Work List, he explained that **it will be included with the Planner's** Report for every meeting so if there is something that the commission would like to discuss or comment on they can.

City Planner Abboud noted that at the last meeting he was going to contact and work with Commissioners Bentz and Bernard on the green infrastructure and stated that they will try to determine how to divide and conquer green infrastructure and doing that they may get some items for discussion for the coming meetings.

City Planner Abboud further comments that since it is the beginning of the year he is going to run some items up the flagpole **to see what is "ripe"** for them to work on and what items that would be appropriate for them to handle in regards to assets and time, how many big things can his staff work on at the same time. He will try to have some suggestions for the next meeting.

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Commissioner Bentz commented on the Coastal Bluff and Steep Slope Definitions on the work list and the opportunity to bring in additional resources to the City to get more information on what hazard areas may look like, currently the City has a project with FEMA through their cooperating technical partner fund so that goes through the State of Alaska and they work with the Division of Geological and Geophysical Surveys and that is to look at the area and the Augustine area. This year that call for funding and proposals is coming out again, it is a quick turn-around, but they have talked again about putting in a new proposal for DGGs to work with the City on more of our Coastal Bluffs with the results of the recent Lidar data. This could give the Commission a little more information for any updates to the definitions that we want to do.

City Planner Abboud thanked Commissioner Bentz and noted that he did have this information on his desk. He did respond to DGGs that he wanted to discuss the opportunity with the Commission and Administration. He also stated that they talked about the definition for coastal bluff they excluded most of the coastal bluff as it was not high enough or steep enough or what have you. In his mind they need technical tweaks and DGGs is willing to help with this and they **captured it in the phrase of “best practices”**. City Planner Abboud commented on the last time they worked on this and wondered if it was time to review the regulation behind steep slope. He was certainly willing to talk about what would be required such as technical issues on delineating such things as setbacks from the slope.

A discussion ensued on the importance of scheduling a worksession and putting their work list in priority order; defining mechanisms in refining the regulations; working with DGGs in modernizing the existing regulations not making them more rigid; education the public on building on a coastal bluff versus regulating; examples of recent projects that were currently being built does not fit the definition; holding property owners to the design plans submitted when permit approved; clarification on the site visits with representatives from surveyors, engineers, and architects that were mentioned in the minutes under the discussion on green infrastructure.

Commissioner Highland requested clarification on what she should report to City Council with regards to CUP 19-01 amending CUP 18-09.

It was determined that it would not be appropriate to comment on that action to Council since there is a pending appeal.

COMMENTS OF THE COMMISSION

Commissioner Highland wished everyone Happy New Year and thanked Commissioner Smith for the syrup. She then referenced the Town Center Plan and liked how it offered a description of sense of place.

Commissioner Bos wished everyone Happy New Year and noted that it was great to be back and nice to see everyone and sure there would be big things for 2019 for the commission.

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Commissioner Bernard commented on the mention of Homer being the Best Place to Retire in Alaska and one of the top comments was that Homer was not a very walkable community.

Commissioner Bentz apologized for arriving right at 6:30 but she was traveling back from the Borough Material Site Code revision workgroup, nothing like two meetings in one day, she really liked the idea of bringing in local expertise on items on their work plan as well as state or federal expertise as well.

Commissioner Smith wished everyone Happy New Year, it is great to be back they only put 10,000 miles on the car visiting 21 states, he is excited to see the Mt. Augustine neighborhood on their radar as he read in the minutes. It is getting to that science fiction year, you know 2020, lots of songs about that **during the 60's and 70's**.

Chair Venuti commented on the work list and they really need to prioritize the work list and one of the things added was the Climate Action Plan and it is very important, if they review the Planning Section it would add 6-8 separate items to their worklist. This would add time and needed funding if they are going to take this on. There is limited time that they can address to each issue and they may need to create a sub-committee to work on this. He believes that they need to have a worksession to discuss prioritizing the worklist. He has heard that there is funding and he would like to know how they could access this funding that was mentioned by the Mayor and if this funding is available they should tap into it. He would like a worksession scheduled to discuss their work list.

ADJOURN

There being no further business to come before the Commission, the meeting adjourned at 7:35 p.m. The next regular meeting is scheduled for Wednesday, January 16, 2019 at 6:30 p.m. in the City Hall Cowles Council Chambers. There is a worksession scheduled at 5:30 p.m. prior to the meeting.

RENEE KRAUSE, MMC, DEPUTY CITY CLERK

Approved: _____