



**Homer City Hall**  
491 E. Pioneer Avenue  
Homer, Alaska 99603  
[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

## AGENDA

### Comprehensive Plan Steering Committee

Thursday, August 22<sup>nd</sup>, 2024 at 8:00-10:00 AM

City Hall Cowles Council Chambers In-Person & Via Zoom Webinar

**Zoom Webinar ID: 971 1030 8124 Password: 151329**

<https://cityofhomer.zoom.us>

Dial: 346-248-7799 or 669-900-6833;

(Toll Free) 888-788-0099 or 877-853-5247

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**CALL TO ORDER, 8:00 A.M.**

**AGENDA APPROVAL**

**PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA** (3 minute limit)

**APPROVAL OF MINUTES**

- A. Steering Committee Minutes of August 5, 2024

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**VISITORS/PRESENTATIONS**

**REPORTS**

**PENDING BUSINESS**

**NEW BUSINESS**

- A. Overview – Revised Project Timeline and Proposed Steering Committee 3-Month Schedule of Activities **Page 6**
- B. Update on Growth Scenarios Development – Focus: Methodology and Characteristics of Three Scenarios
- C. Update on Other Outreach – Business and Visitor Surveys, Interviews, Engagements
- D. August and September Activities – Committee Member Asks – Farmer’s Market Participation, Commission/Committee Meetings Outreach/Participation, Growth Scenario Development Feedback, Community Visit Prep, etc.
- E. October and November Activities – Committee Member Asks – Growth Scenario Development Feedback, Community Visit Outreach/Participation, Preliminary Draft Plan Outline and Emerging Policies

**INFORMATIONAL MATERIALS**

**COMMENTS OF THE AUDIENCE** (3 minute limit)

**COMMENTS OF CITY STAFF**

**COMMENTS OF THE TASK FORCE**

**ADJOURNMENT**

## **CALL TO ORDER**

Session 24-08 a Regular Meeting of the Comprehensive Plan Steering Committee was called to order by Chair Kathy Carssow at 8:00 a.m. on August 5, 2024 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

PRESENT: COMMITTEE MEMBERS BARNWELL, CARSSOW, DAVIS, ERICKSON

ABSENT: COMMITTEE MEMBER AREVALO

STAFF: CITY PLANNER FOSTER & DEPUTY CITY CLERK PETTIT

CONSULTANTS: SHELLY WADE, AGNEW::BECK  
MEG FRIEDENAUER, AGNEW::BECK

## **AGENDA APPROVAL**

Chair Carssow read the supplemental items into the record and requested a motion and second to approve the agenda as amended.

ERICKSON/BARNWELL MOVED TO APPROVE THE AGENDA AS AMENDED.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

## **PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA**

### **APPROVAL OF MINUTES**

A. Steering Committee Meeting Minutes of May 17, 2024

ERICKSON/BARNWELL MOVED TO APPROVE THE MAY 17<sup>TH</sup> MEETING MINUTES.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

## **VISITORS/PRESENTATIONS**

### **REPORTS**

### **PENDING BUSINESS**

### **NEW BUSINESS**

A. Update on Schedule and Key Milestones

Chair Carssow introduced the item by reading of the title and deferred to Shelly Wade of Agnew::Beck. Ms. Wade explained that although the original plan was to have a draft version of the Comprehensive Plan out by the end of 2024, it's likely that the draft plan won't be available until spring of 2025 with

hopes of having the plan finalized come summer of 2025. She then reviewed the revised version of the remaining schedule, noting the following:

- Visitor Survey and Business Survey have been introduced for **Task 2: Public Participation Process**
- Aiming to release the complete survey results and interactive comment map results to the community by the end of August
- Discussions with the various City of Homer Commissions and Boards in September
- Development of approach and framework for three growth scenarios
- Tentative visit from Agnew::Beck in October for a community meeting
- Preferred scenario and draft plan to be presented early 2025

Committee Members expressed their dissatisfaction with the schedule extension, with some of the members stating that they had only committed through the end of 2024.

B. Overview of Community Survey and Interactive Comment Map Draft Results  
Homer Comp Plan Revision: Community Survey Preliminary Results

Chair Carssow introduced the item by reading of the title and deferred to Meg Friedenauer of Agnew::Beck. Ms. Friedenauer reviewed the preliminary results of the Comprehensive Plan Survey with the Committee, covering the following:

- 556 total community survey responses
- Demographic representation
- Low representation of Alaska Natives in the survey responses compared to the percentage of the population that they make up
- Higher representation in the survey among higher incomes vs. median household incomes
- **Top 4 Emerging Themes:** Overall cost of living, infrastructure and transportation, affordable housing for resident, and concerns about overdevelopment
- Desire for growth across various economic sectors
- Overview of potential priorities for the greater Homer community
- 224 total comments on the interactive comment map

C. Update on Other Outreach – Business Survey, Visitor Survey, Interviews, Engagements

Chair Carssow introduced the item by reading of the title and deferred to Shelly Wade. Ms. Wade summarized the following:

- Collaboration with City Staff, Chamber of Commerce members, and also the local Bed and Breakfast Group/Association for the surveys
- Business survey has been launched in a strategic effort to ensure representation across various businesses
- August 15<sup>th</sup> deadline for both the business survey and the visitor survey

D. Update on Growth Scenarios Development

Shelly Wade explained that the project team met last Wednesday to further flesh out the framework and the approach for the growth scenarios development.

E. Discussion of Steering Committee Meeting Schedule

The Committee agreed to hold another meeting on Thursday, August 22, 2024 at 8:00 a.m.

## **INFORMATIONAL MATERIALS**

### **COMMENTS OF THE AUDIENCE**

### **COMMENTS OF CITY STAFF**

### **COMMENTS OF THE TASK FORCE**

Committee Member Erickson thanked the consultants for their hard work.

Committee Member Davis thanked the consultants for their hard work.

Committee Member Barnwell thanked the consultants for their hard work, and noted that 556 survey responses is impressive.

### **ADJOURN**

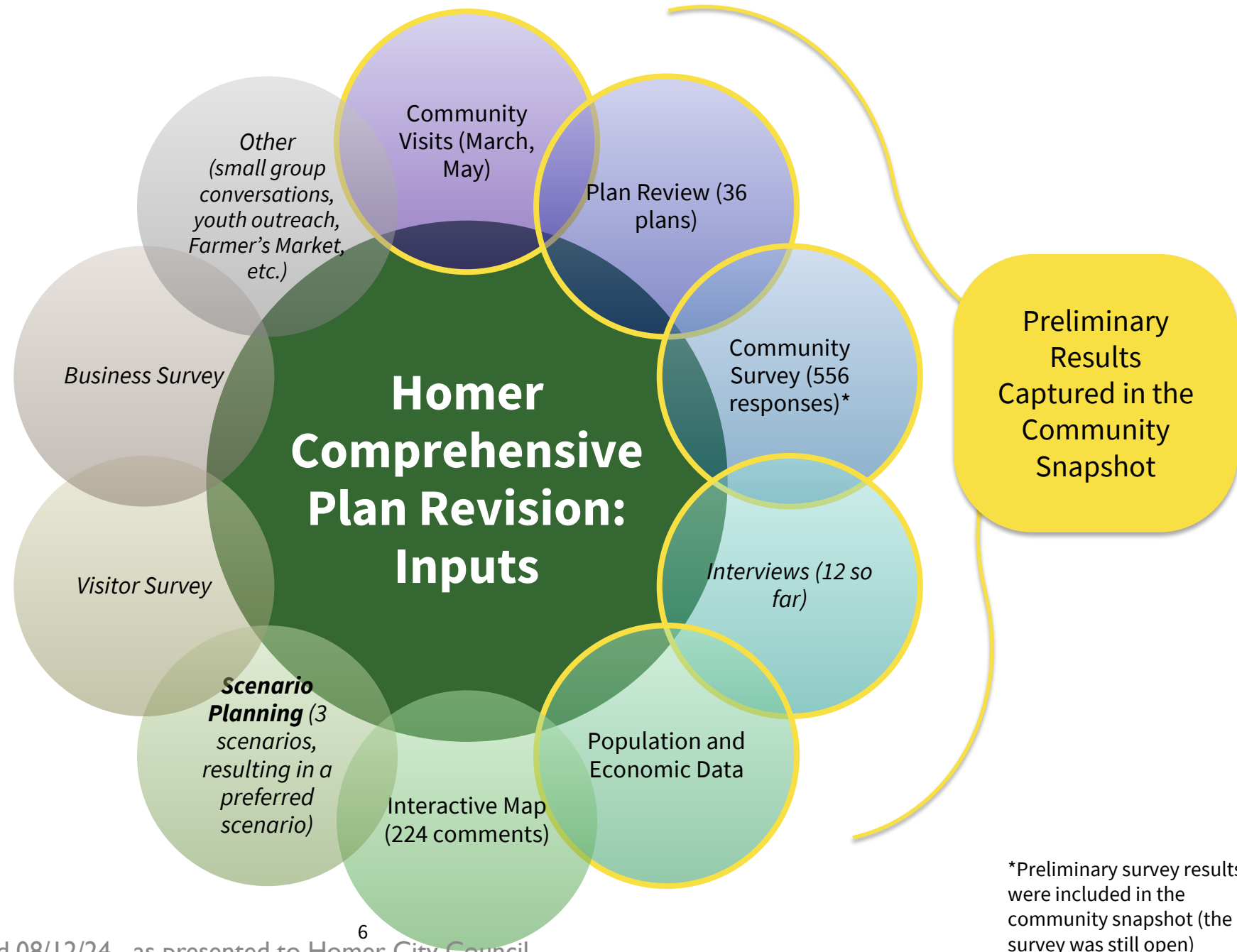
There being no further business to come before the Task Force Chair Carssow adjourned the meeting at 9:55 a.m. The next Regular Meeting is scheduled for **Thursday, August 22, 2024 at 8:00 a.m.** All meetings scheduled to be held via Zoom Webinar and in person in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

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Zach Pettit, Deputy City Clerk I

Approved:\_\_\_\_\_

# Many Inputs Contribute to the Draft Plan



Updated Timeline, as of Aug. 15, 2024

Featuring major milestones. For simplicity, smaller deliverables and activities are not included, including the visitor survey, business survey, Meeting in a Box, individual stakeholder meetings, key informant interviews, etc.

Progress to Date	Phase 1: Comprehensive Plan Revision	2024				2025			
		SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR
December 2023: Signed contract  January 2024: Kickoff project, develop public participation Plan (PPP); Steering Committee (SC) member appointment  February 2024: Refine PPP, prep for community kickoff  March 2024: Visit #1 March 25-29  April 2024: Develop Community Snapshot; existing plans review (updates are ongoing)  May 2024: Survey launches; release Snapshot to public; visit #2 May 13-17  June 2024: Survey open; scope growth scenarios  July 2024: Survey closes, begin analysis; start with growth scenarios methodology  August 2024: Create growth scenarios; finish survey analysis	Public Participation	Survey results; updates to City commissions and committees	Visit #3 Tentatively Oct. 22-24			additional dates TBD			
	Growth Scenarios	Staff review; refine	Public review; refine	Preferred scenario finalized					
	Draft Plan <i>(includes future land use map, development strategies, action plan template)</i>			Plan drafting, staff review <i>(accounts for holidays, review)</i>		Public review draft in early January			
	Final Plan					Comment period start	Comment period deadline; consider revisions based on feedback	Final plan	Adoption process TBD
	Ongoing: outreach and documentation; work sessions and/or monthly updates to the Steering Committee, Planning Commission, and City Council								
	August 22 <sup>nd</sup> is the 10 <sup>th</sup> Steering Committee meeting to date. Steering Committee Roles: advisory body to support public involvement and review all key products								
						Kickoff & work plan	Review of current code		

<b>Homer Comprehensive Plan Rewrite Steering Committee 3-Month Schedule of Activities – August 15<sup>th</sup>, 2024 DRAFT</b>	
<b>Activity</b>	<b>Timeframe</b>
Steering Committee meetings	Bi-weekly or as scheduled
Introduction to Growth Scenario methodology	August 22
Assist with visitor survey promotion	Through August 23 <sup>rd</sup>
Assist with additional outreach to stakeholders, and content of updates and materials to commissions, committees, and other community groups; participate in outreach meetings and report back	Through August and September
Review full survey and comment map results and assist with public release	Early September
Review preliminary Growth Scenarios	September
Assist in planning and outreach for October community visit events	September and October
Review Public Review Draft materials	October and November
Assist in planning and outreach for Public Review Draft release	November and December



**From:** [Department Planning](#)  
**To:** [Zach Pettit](#); [Renee Krause](#); [Ryan Foster](#)  
**Subject:** FW: Comprehensive plan project timeline  
**Date:** Friday, August 16, 2024 2:12:24 PM

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**From:** Kathryn Carssow [mailto:kcarssow@live.com]  
**Sent:** Friday, August 16, 2024 11:01 AM  
**To:** Melissa Jacobsen <MJacobsen@ci.homer.ak.us>  
**Cc:** Department Planning <Planning@ci.homer.ak.us>; Mayor Email <Mayor\_Email@ci.homer.ak.us>; charles barnwell <barnwellce@gmail.com>  
**Subject:** Comprehensive plan project timeline

**CAUTION:** This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Melissa,

Charlie Barnwell and I talked yesterday about how to get the comprehensive plan effort on track for completion by year's end with the Comprehensive Plan Steering Committee's (CPSC's) backing. We understand how, if this were a planning effort started from scratch, the sequencing of the following tasks as set out in the contract and Detailed Project Timeline – April 2024, might seem misaligned.

That is, per the original project schedule, the following steps were to have been completed over the summer timeframe:

**Task: Site Analysis and identification of Issues and Concerns**

step 13, Updated maps and growth scenario findings (June),

**Task: Preparation of Goals, Objectives, and Recommendations**

step 14 Draft future use map (July),

step 15 Public review draft release (August)

**Task: Develop or Re-develop Strategies**

step 16 Draft development or redevelopment strategies (August)

And with the following started this summer and completed in October:

**Task: Preparation of Future Growth and Development Alternatives**

step 17 Three development growth scenarios initial (development October), and

and public review July-

step 18 Identification of preferred alternative (October).

Per input from A::B, we understand that it is possible that much of the above was actually completed over the summer, and we just aren't aware of it because we are not the project managers.

The reason we believe A::B's *original schedule* is reasonable is that this effort is to start with the 2018 comprehensive plan and a bounty of related recently accomplished research and planning that document community understanding and decisions -- all of which that are to be drawn upon in accomplishing the tasks listed above, including the most recent public input gathered via this year's public gatherings, interviews and sessions with advisory bodies. At this point we feel there is more than sufficient material from which to prepare a well-informed quality draft plan with meaningful goals and objectives for public debate and decision-making.

It is our view that the community will be best served by focusing A::B's efforts on completing the tasks and products due on schedule including the following: getting the scenarios tasks accomplished by the end of next month, and keeping councilmember Davis's comment in mind that the thrust of community sentiment reflected in all the undertakings to date favors moderate and thoughtful growth. In other words, we don't think the growth scenarios should take as long to complete. Given the work behind us, we think it very possible to take a shot at fleshing out what that means in terms of laws and actions (code).

That isn't to say that there aren't issues to be hammered out. We need to get on to addressing them via discussions (debates) of draft goals and objectives. We think it is important to remember that this project is to update the 2018 Comprehensive Plan, which we believe does not have to be reinvented from scratch. We feel there is an urgency to get this comprehensive plan update done as soon as possible, and move onto the Title 21 revisions, so that important decisions facing our community can benefit from it. There has been much accomplished at this point in terms of plan material, e.g. the Transportation plan (2024) and the Hazards Mitigation plan (2022) and much more. The community would benefit by getting well-studied and publicly reviewed recommendations, e.g. the new Transportation Plan, implemented via code as expeditiously as possible.

As an upshot of our conversation, we would like to have an item on our CPSC agenda next Thursday titled something like "Expectations for keeping this project on schedule." As part of that, we like to discuss what items in the 2018 Comprehensive Plan are most in need of updating and how more focus could be placed on that.

Melissa, we would appreciate your sharing this email with the other committee members and A::B, so everyone has time to think about it in advance.

Thanks much.

Kathy Carssow with Charles Barnwell