



# City of Homer

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## Office of the City Clerk

491 East Pioneer Avenue

Homer, Alaska 99603

[clerk@cityofhomer-ak.gov](mailto:clerk@cityofhomer-ak.gov)

(p) 907-235-3130

(f) 907-235-3143

## Memorandum Supplemental Packet

TO: MAYOR CASTNER AND HOMER CITY COUNCIL  
FROM: MELISSA JACOBSEN, MMC, CITY CLERK  
DATE: AUGUST 23, 2021  
SUBJECT: SUPPLEMENTAL PACKET

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### **ANNOUNCEMENTS/REPORTS/PRESENTATIONS**

Planning Commission Report

- Written Commission Report

To: Mayor Castner and Homer City Council  
From: Scott Smith, Homer Planning Commissioner  
Date: August 5, 2021  
Subject: Planning Commission Report for City Council Meeting

Attending: Commissioners Highland, Venuti, Barnwell, Conley, Chiappone and Smith were present with Deputy Clerk Renee Krause and City Planner Rick Abboud.

**Work Session:** City Planner Abboud presented the need to update and amend Code surrounding Large Retail and Wholesale Stores. Discussion covered issues surrounding parking, landscaping, traffic impact and economic impact analyses. Planning Office will continue to work on Code revisions to be submitted to HPC and also for reports to the EDC.

### **Planning Commission Regular Meeting**

**AGENDA** was approved .

**PUBLIC COMMENTS/RECONSIDERATIONS:** None.

**CONSENT AGENDA** was passed without discussion or objections.

**PRESENTATIONS:** None

### **REPORTS**

**A. Staff Report 21-49, City Planners Report** – City Planner Abboud briefly covered Spruce Beetle Mitigation, Council decision on Marijuana Facilities, his attendance at the Western States Planning Conference in Scottsdale, AZ (Covid allowing), and activity of the EDC.

**B. Public Works Campus Task Force Report** – Commissioner Barnwell gave his final report on the Public Works Task Force. Following a 5-month effort, PWCTF will submit a Memo and Report and will have a PowerPoint presentation for City Council. They believe there is risk to the area and action should be taken. He commended Council Member Aderhold for her excellent leadership.

**PUBLIC HEARINGS:** None.

**PENDING BUSINESS:**

**Staff Report 21-51, Large Retail and Wholesale Stores Code** EDC encouraged updates to this segment of Code. It is far-reaching in that these businesses impact a region much greater than Homer itself, and they are complicated Code topics. City Planner Abboud presented a thorough report with many supporting attachments for HPC to review and make suggestions. There are both visionary topics, impacting the aesthetic aspects, and technical aspects involving Code. These topics included Traffic Impact Analysis; Community and Economic Impact Analysis; Technical Issues including general landscaping and landscaping within parking areas, Building and Aesthetics, and Public Spaces; and Policy issues including parking requirements and limits. HPC offered several suggestions which City Planner Abboud will process and then bring this back to our table.

**Staff Report 21-50, Ordinance 21-XX amending on-site parking requirements for one-bedroom dwellings** is being introduced to simplify and equalize the parking requirements for studio and one bedroom dwelling units. The 2009 amendments have been successful but there are no requirements for guest parking at these sites. Parking Code from Anacortes, WA and Homers Code were submitted for review. HPC made recommendations which will be processed and resubmitted as Code revisions.

**PLAT CONSIDERATIONS:** None.

**NEW BUSINESS:**

**A. Staff Report 21-47, Review of Planning Commission Bylaws & Policies and Procedures** City Planner Abboud introduced the topic and then turned it over to Deputy City Clerk Krause who gave a thorough report on the bylaws regarding electronic participation of Commissioners and public. These documents need revision to allow for electronic participation.

This report also addressed Commissioner absences and terms related to this topic. HPC made recommendations and Planning Office will make revisions for resubmission.

**B. Memorandum from City Clerk re: Amending Homer City Code 2.58 Regarding Teleconferencing, attendance and Vacancies for Boards and Commissions.**

With the expiration of the City's Covid-19 emergency declaration there is no longer the ability to waive teleconference restrictions for Boards and Commissions. Recognizing there are some Board and Commission members who remain cautious about in-person meetings, revisions to Bylaws and Code are needed. Deputy City Clerk Krause informed the body that the Chambers are ready to host hybrid meetings successfully. HPC offered suggestions to be submitted to Council.

**C. Staff Report 21-52, Converted Shipping Containers** Planner Abboud presented this topic initially. Commissioner Venuti suggested we not discuss this topic until Council processed it. He motioned for Postponement, which was passed.

**INFORMATIONAL MATERIAL** City Planner Abboud reviewed the upcoming Planning Calendar

**COMMENTS OF THE AUDIENCE:** None.

**COMMENTS OF THE STAFF:** Deputy City Clerk Krause reflected on how there is a big difference on how the different Boards and Commissions operate. She is glad that there is effort to streamline some of these differences.

**COMMENTS OF THE COMMISSION:** The Commissioners complimented the amount and excellence of work done by the Planning and Clerk's Office recently.

The next Regular Meeting will be held by Zoom on September 1, 2021 at 6:30 p.m.