



City of Homer

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Agenda Changes/Supplemental Packet

TO: MAYOR LORD AND CITY COUNCIL
FROM: ZACH PETTIT, ACTING CITY CLERK
DATE: OCTOBER 27, 2025
SUBJECT: SUPPLEMENTAL

REGULAR MEETING AGENDA

CONSENT AGENDA

- e. Ordinance 25-65, An Ordinance of the City Council of Homer, Alaska, Amending the FY26 Capital Budget by Accepting and Appropriating a Rasmuson Foundation Grant in the Amount of \$19,000 for a Security Grille at the Homer Public Library. Library Director/City Manager. Introduction October 27, 2025 Public Hearing and Second Reading November 10, 2025.

- 1. Memorandum CC-25-248 from Library Director with revised header information.

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- i. Resolution 25-092, A Resolution of the City Council of Homer, Alaska, Awarding Term Contracts for Engineering, Architectural, and Survey Services and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Public Works Director. Recommend adoption.

- 1. Memorandum CC-25-252 from Public Works Director with revised header information.

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ANNOUNCEMENTS / PRESENTATIONS / REPORTS (5 Minute limit per report)

- e. Planning Commission Report

- 1. Planning Commission Report for Chair Scott Smith

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- g. Library Advisory Board Report

- 1. Library Advisory Board Report from Boardmember Kuszmaul

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PUBLIC HEARING(S)

- b. Ordinance 25-64, An Ordinance of the City Council of Homer, Alaska, Adopting the City of Homer 2045 Comprehensive Plan and Recommending Adoption by the Kenai Peninsula Borough. City Manager. Introduction October 13, 2025, Public Hearing October 27, 2025, Public Hearing and Second Reading November 10, 2025.

- 1. Public Comments Received

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CITY MANAGER’S REPORT

- a. City Manager’s Report

- 1. Homer Title 21 Update Flier

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MEMORANDUM

Ordinance 25-65, An Ordinance of the City Council of Homer, Alaska, Amending the FY26 Capital Budget by Accepting and Appropriating a Rasmuson Foundation Grant in the Amount of \$19,000 for a Security Grille at the Homer Public Library. City Manager/Library Director.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: October 17, 2025
From: Dave Berry, Library Director
Through: Melissa Jacobsen, City Manager

Background

During the design process for the current Homer Public Library building, the architects envisioned installing a security grille between the meeting room and the main floor, allowing the meeting room to be used outside of library hours.

City Council previously appropriated \$30,000 for work on such a grille, and staff applied for grant funding to provide the remaining balance needed to complete the job. It gives me great pleasure to report that the Rasmuson Foundation has generously offered a grant of \$19,000, sufficient to fully fund the project according to the cost estimates produced in February 2025. Any cost overruns would have to come from another source.

I recommend accepting the Rasmuson grant. There is no required match.

Timeline (Future Dates are Tentative)

- 6/10/24: Council passes Ord. 24-24(A), appropriating \$30,000 for the project.
- 5/29/25: All design and permitting work is complete.
- 6/23/25: Council passes Reso. 25-064, directing staff to apply for additional grant funding up to \$25,000.
- 9/29/25: The library receives notice that the Rasmuson Foundation has awarded \$19,000 for the grille.
- 10/27/25: Ordinance 25-65 introduced to accept and appropriate the Rasmuson grant.
- 11/30/25: Advertise Invitation to Bid (ITB) for construction contract.
- 12/31/25: ITB closes.
- 1/15/26: Select winning bid.
- 2/16/26: Award construction contract.
- Feb.-Apr. 2026: Fabrication and delivery of materials.
- 5/31/26: Construction complete.

Recommendation: Accept and appropriate the Rasmuson grant.



MEMORANDUM

Resolution 25-092, A Resolution of the City Council of Homer, Alaska, Awarding Term Contracts for Architectural, Engineering, and Survey Services and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. City Manager/Public Works Director.

Item Type: Backup Memorandum
Prepared For: Mayor Lord and Homer City Council
Date: October 22, 2025
From: Dan Kort, Public Works Director
Through: Melissa Jacobsen, City Manager

Issue:

The purpose of this Memorandum is to recommend award of Term Contracts for Engineering/Architectural/Survey Services.

Background:

The City practice for engaging engineering, architectural, and survey services has been to use a Term Contract procurement methodology. Under this methodology, Term Contracts have been issued to multiple firms who submitted proposals in response to a publicly advertised Request for Proposal (RFP). The proposals were evaluated, and Term Contracts were issued to firms deemed qualified to perform engineering services for specific Categories of Service. Task Orders with project specific scopes, schedules, and budgets were later negotiated and issued to cover work related to specific projects. The Term Contract RFP in 2017 awarded Term Contracts to 12 firms for engineering services over the 5-year term. In 2022, term contracts were awarded to all 16 proposers and over the term was expanded to 26 firms under term contracts.

The 2025 RFP for Term Contracts took a more conventional approach and returned to the limited number of Term Contracts being issued under specific engineering, architectural, and survey disciplines. The intention was to limit the number to less than 5 firms from each engineering discipline. Additionally, the City is preserving the right to issue individual RFPs for more complicated projects in the best interest of the City; and sidestep the Term Contracts in order to secure the most qualified and cost-effective engineering services.

Recommendations:

The Public Works Department is recommending Term Contracts be issued to the following firms according to discipline:

- Shannon & Wilson, Inc – (Environmental Services, Geotechnical Engineering)

- HDR, Inc – (Civil Engineering, Marine/Harbor Engineering, Environmental Services/Engineering)
- DOWL – (Civil Engineering, Mechanical Engineering, Architectural/Structural Engineering, Marine/Harbor Engineering, Landscape Architecture, Land Surveying, Marine Surveying, Environmental Services/Engineering, Geotechnical Engineering)
- R&M Consultants – (Marine Surveying)
- CRW Engineering Group – (Civil Engineering, Mechanical Engineering, Architectural/Structural Engineering, Electrical Engineering, Land Surveying)
- RESPEC – (Civil Engineering, Mechanical Engineering, Architectural/Structural Engineering, Electrical Engineering, Marine/Harbor Engineering, Landscape Architecture, Land Surveying, Marine Surveying, Environmental Services/Engineering, Geotechnical Engineering)
- Nelson Engineering – (Civil Engineering, Architectural/Structural Engineering, Marine/Harbor Engineering)
- Seabright Survey + Design – (Land Surveying)
- Stantec – (Landscape Architecture)

To: Homer City Council
From: Scott Smith/Homer Planning Commission
Date: Oct 27, 2025
RE: Planning Commission Report of 10/15/25 meeting

Note: A commissioner was scheduled to bring a report in person, but had to cancel last minute. I'm drafting this report just a few hours before your meeting. I apologize for not having specific details which are customarily included in these reports.

Work Session

Planning Director Ryan Foster led us through a very helpful, discussion format training of Planning Commissioner procedures and responsibilities. This included topics of Ex-Parte Communication and Conflict of Interest examples which allowed commissioners to work through various situations to gain better understanding of these responsibilities. We will continue this training in our upcoming Work Session.

Main Meeting

New Business:

Plat: We processed a simple property line adjustment on a Plat Application. This passed unanimously.

Title 21 Review: Shelly and Erin from Agnew Wade lead us through the introduction of the Title 21 draft review; a 2-hour discussion. As they went through the presentation, commissioners asked many questions related to new Zoning Districts, maintaining the essence of current Zoning Districts, how new Code will handle the unique applications of current Zoning Code as applied to new Code via Overlay language. PC will continue this review and discussion through the month of January.

A timeline was presented for completing the Title 21 review, which initially was due to conclude at the end of 2025. Commissioners requested more time and meetings to be added for proper and thorough discussion of the new Title 21 Code, which requested to not have the first official Public Review until the PC meeting on Feb 4. Shelly Wade acknowledged this and has adjusted their expectations accordingly.

Comments of the Staff: Zach Pettit announced his departure from the Clerks Office. Everyone responded with gratitude for his service and sorrow to see him leave.

LIBRARY ADVISORY BOARD REPORT TO COUNCIL

October 27, 2025

Due to scheduling conflicts, the Library Advisory Board is submitting a written report of our October 21 meeting.

The Library Advisory Board meet in Regular Meeting on Tuesday, October 21, 2025, to hear reports and conduct business. No visitors, presentation or reconsiderations were on the agenda, and no members of the public were present.

Highlights:

- In his report, Library Director Dave Berry noted that the new library technologist, Harrison Metz, had started work and that the Friends of the Homer Library has set March 28, 2026, as the next Celebration of Lifelong Learning.
- Marcia Kuszmaul reported that as of September 30, the Library Endowment Fund balance is \$110,224, surpassing the LAB's 5-year goal of \$100,000. A new 3-year goal of \$200,000 balance has been set.
- The LAB reviewed and approved the library's first Annual Appeal letter to be mailed this fall to donors who have made previous gifts to the Library Endowment Fund at The Homer Foundation.
- In September, the LAB had agreed to organize a 20th Anniversary Celebration of the opening of the current library building. This meeting LAB members signed up to lead various activities, including trivia and movie nights, fun run and read-a-thon, a time capsule and an anniversary party on September 19, 2026. Primary objectives are to acknowledge the community members who led the building of the library and to envision the library's potential for the next 20 years.
- The LAB received official notice of a \$19,000 grant from the Rasmuson Foundation. When added to the \$30,000 the City Council appropriated, the grant completes funding for the installation of a security grille that will make the public meeting room available after hours without library staff supervision. The LAB also passed a motion advising the City Council to use funds from the spendable balance of the Library Endowment Fund (approx. \$7,700) if necessary to cover any costs over the February estimate.
- The LAB approved a motion to update the library's Privacy policy to cover electronic communications, such as notifications for holds, overdue materials, library account expirations, etc.

Submitted October 27, 2025, by Marcia Kuszmaul, LAB member

From: [Charlie Franz](#)
To: [Department Clerks](#)
Subject: Comprehensive Plan Comments for City Council Meeting
Date: Friday, October 24, 2025 10:16:46 AM

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

Good Morning,

I am Charlie Franz, a city resident since I was annexed into the city in whatever year that was. I would like to offer the following comment on the proposed comprehensive plan. I know my comment is similar to that submitted by other commenters earlier in the review process, but I think it is important enough to repeat.

According to the information in the plan, only 39% of the participants in the survey on which the plan is based were city residents. Is it appropriate to base the city's comprehensive plan on input from a majority of people who don't even live in the city?

Thanks for considering my comment,

Charlie

Comments to Homer City Council on the Revised Comprehensive Plan

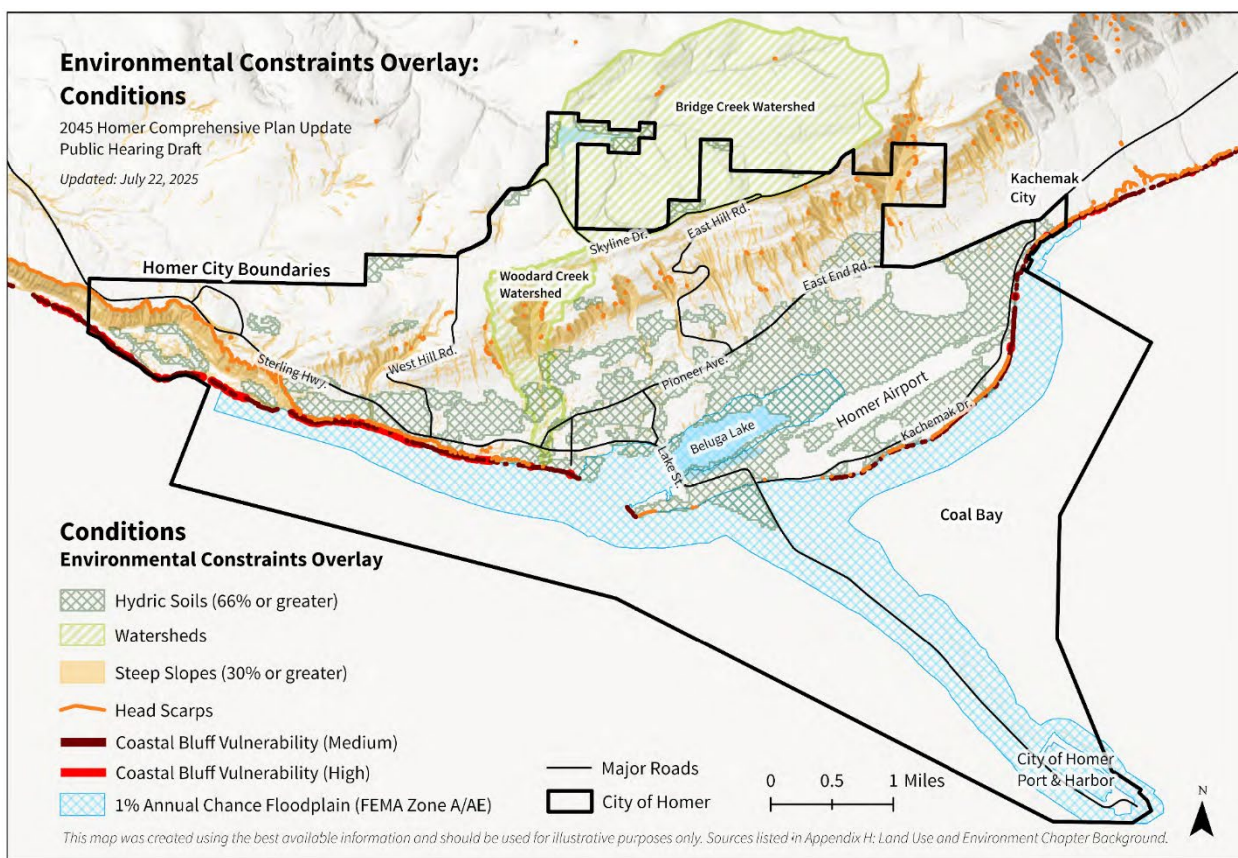
10/13/2025

Ed Berg, 4492 Towne Heights Lane, Homer

edwardberg100@gmail.com, 907-299-2766

Appendix H: Land Use & Environment Background

Figure 6: Environmental Constraints Overlay: Conditions



My main point: The Beluga Slough wetlands should be designated a “conservation area” that prohibits further development.

The Comprehensive Plan map (Appendix H, Figure 6) map shows most of the Homer bench as **hydric soils**. While this may be technically correct, it fails to distinguish a special class of hydric soils known as **peat**, which is

very different from the shallow, heavily vegetated wet soils that blanket much of the Homer Bench. The peat deposits are concentrated in the Beluga Slough wetlands around the Homer airport and along Kachemak Drive below the Northern Enterprises boatyard.

These peatlands have special features that distinguish them from the wet soils of the more upland areas of the Homer Bench:

1. The peat deposits can be very deep. Hand-probed peat depths in the Beluga Slough wetlands are typically 10-15 ft, and as much as 25 feet.
2. These thick peat deposits store a large amount of carbon, much more than forests of similar area. Keeping peat in the ground prevents the carbon from being oxidized and discharged into the atmosphere as climate-warming carbon dioxide.
3. The peatlands filter surface water runoff, and discharge cleaner water into Kachemak Bay, thus reducing potential contamination of fish and shellfish populations.
4. The peatlands are poor sites for building construction. Concrete basements are not practical because of the large amount of peat that would have to be removed, as well as the perpetual problem of water leakage. Pilings would have to be driven very deep because soft silt immediately underlies the peat deposits. Permanent road construction is similarly difficult for the same reasons. Drainage would be difficult because the water table is very close to the surface. The area will also be subjected to flooding, if the proposed Green Infrastructure stormwater drainage plan is implemented, because stormwater will be routed into these wetlands.
5. The peatlands are valuable wildlife habitat for moose, waterfowl, and songbirds. Several parcels in this area have already been privately purchased specifically for moose habitat preservation.

6. The peatlands are valuable for recreation. Many people enjoy exploring these wild places in all seasons of the year. These are relatively quiet, peaceful places, even though they are within earshot of Kachemak Drive and the Airport.

All of These features make the Beluga Slough wetlands worthy of designation as a “conservation area.’ They are not simply more “hydric soils” on the Homer Bench

The Beluga Slough wetlands are presently zoned “General Commercial 2” (Fig. 4 map), which means that they are available for construction if developers are willing to spend the extra money to build on them.

I strongly recommend that the proposed Comprehensive Plan be amended to designate the Beluga Slough wetlands as a conservation area the prohibits further development.



October 24, 2025

City of Homer

Dear Mayor Lord and City Council members,
Dear Planning Commission members

I am writing on behalf of Kachemak Heritage Land Trust to comment on the draft City Comprehensive Plan. KHLT supports the concept of open space zoning as an important element of planning a healthy community for the future. We ask that the City of Homer consider open space zoning to ensure that due consideration is required of identified sensitive and hazard areas, including areas such as:

- Riparian and wetland areas, areas known for prior flooding and stormwater retention
- Land identified as of concern for landslide/erosion
- Land significant to wildlife

KHLT works with willing landowners, including federal, state, and local governments, like the City of Homer, to acquire conservation easements and fee owned lands across the Kenai Peninsula, and to help facilitate land conservation transactions with our partners. As KHLT was founded in Homer in 1989, the month before the Spill, most of the land we protect is within the greater Homer area.

KHLT focuses on conservation that enhances our quality of life, including permanently protecting areas of significance to fish and wildlife, and recreational areas such KHLT's Calvin and Coyle Trail, the Effler Trail, the Poopdeck Platt Community Park, forest land and peatlands. KHLT also frequently works with the City of Homer and other local partners to provide the community with its conservation expertise in facilitating land transactions.

Thank you for your consideration of this comment. Please let me know if you have any questions for us.

Sincerely,

A handwritten signature in black ink, appearing to read "Marie McCarty".

Marie McCarty
Executive Director

To: Mayor Lord and City Council Members

From: Kathryn Carssow

Date: October 27, 2025

Re: Amendments to the Public Hearing Draft of the 2045 Homer Comprehensive Plan Update

The current draft plan under consideration waters down and omits much of the text, strategies and actions of the preceding draft released for public review last February. With regard to the issues of short term rentals, my recommendations follow.

Recommended additions to Page 32 & 33.

Add back in the following modified text from the previous public review draft (February 2025):

The Rise and Proliferation of Short-Term Rentals

In the Homer Comprehensive Plan Revision Community Survey, about 18 percent of respondents identified vacation rentals as a barrier to housing, reflecting concerns about housing availability and neighborhood integrity. Data about the number of short-term rentals in Homer varies: the city identified approximately 326 short-term rental units in 2022 using now-discontinued city software. This represents 14.8 percent of the total housing stock, a notably high percentage compared to other communities in Alaska (see Figure 13). Kenai Peninsula Borough Land Management Department estimated 475+/- Airbnb, and 260 +/- VRBO offerings in the “greater Homer area” in its March 2023 Homer Housing Review.

Insert Table 13.Short-Term Rentals as a Percent of Total Housing Units on Page 43 of the Public Review Draft (Feb. 2025)

Table from the Girdwood Economic and Housing Analysis, April 2024

Community	Short-Term Rentals	Total Housing Units	Percent of Total Units
Girdwood	310	1,839	16.9 percent
Homer	326	2,201	14.8 percent
Kenai Peninsula	2,149	31,330	6.9 percent
Sitka	151	4,229	3.6 percent
Juneau	379	13,792	2.7 percent
Kodiak Island	140	5,450	2.6 percent
Chugach	72	3,287	2.2 percent
Matanuska-Susitna	903	42,018	2.1 percent
Ketchikan Gateway	127	6,427	2.0 percent
Anchorage, Municipality	2,323	118,293	2.0 percent
Fairbanks North Star	717	44,270	1.6 percent
Wrangell-Petersburg	37	3,251	1.1 percent

Sources: U.S. Census Bureau, American Community Survey 5-Year Estimates (2017-2021); City of Homer October 2022 City Council Work Session; Alaska Department of Labor and Workforce Development, Alaska Economic Trends, September 2022; AirDNA Quarterly Reports for Girdwood 2023 Q3.

Add the following text:

Growing support exists within the community for regulating short-term rentals to preserve residential neighborhoods and ensure housing availability for long term residents and workers. The 2018 comprehensive plan provided for bed and breakfasts in residential zones. The community recognized

then, as it does now, that this use, as with other home industries, provides income allowing for individuals and families to maintain their permanent residence. Some homeowners in Homer have built small cabins on the lot of their primary residence to use as short-term rentals. "Bed and Breakfast" was the term used at that time for what are now referred to as "short-term rentals" and is the term still used by some, e.g. "Airbnb." Further, the State of Alaska Requirements for Bed and Breakfasts" addresses short-term rentals using the term "bed and breakfast." The current zoning code (21.51.100) was written to implement the 2018 Comprehensive Plan policy. The plan and the zoning code specify that "A bed and breakfast must be accessory to and in a dwelling occupied by the operator as the operator's primary residence." (21.51.100.a.). Soldotna, Seward, Ketchikan, and Sitka, are examples of other Alaskan communities which have very similar provisions. The difference in the effectiveness of these communities vs. Homer in addressing the proliferation of STRs is enforcement. Lack of enforcement of the code in Homer has been due to confusion regarding the term "bed and breakfast" instead of "short-term rental." This can be easily remedied by clarifying the zoning code.

Recommendations for Page 21 - Given the importance of the STR issues, address STRs in Strategies and Potential Actions. The action that is most obvious is to implement the intention of the 2018 Comprehensive Plan and the current zoning ordinance modified to allow for separate buildings on the same property as the owner's primary residence to be used as STRs. Add the following to "2. Implement zoning reforms to support sustainable growth and attainable housing development:"

i. Clarify the definition in the zoning ordinance of "Short Term Rental," now referred to as "Bed and Breakfasts" and modify ordinance to limit Short Term Rentals as a land use in residential neighborhoods to accessories to and in a dwelling occupied by the operator as the operator's primary residence or in a separate building or buildings on the lot of a dwelling occupied by the operator's primary residence.

Comment: Due to absentee-landlord STRs being allowed in city residential zones over the past years, the Council may wish to consider giving those allowed to operate at this time to be "grandfathered in," allowing them to continue, but not to expand on the property, until such time as the property changes hands.

From: [Department City Manager](#)
To: [Zach Pettit](#)
Subject: FW: Suggestions to the Comprehensive Plan
Date: Monday, October 27, 2025 12:11:46 PM

From: Sandra Garity <aksandy612@gmail.com>
Sent: Monday, October 27, 2025 11:15 AM
To: Jason Davis <JasonDavis@ci.homer.ak.us>; Bradley Parsons <bradleyparsons@ci.homer.ak.us>; DonnaAderhold@cihomer.ak.us; Department City Manager <citymanager@ci.homer.ak.us>
Subject: Suggestions to the Comprehensive Plan

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I appreciate and respect that the City Council is willing to listen to the public and is willing to work further on the recent Comprehensive Plan revision.

On page 21, Table 2. IMPLEMENT ZONING REFORM TO SUPPORT SUSTAINABLE GROWTH AND ATTAINABLE HOUSING DEVELOPMENT.

Add "CLARIFY CONSISTENT STANDARDS FOR BUILDING HEIGHT, FOOTPRINT, AND VIEWSHED FOR EACH ZONING AREA. ELIMINATE THE PLANNED UNIT DEVELOPMENT LOOPHOLE THAT ALLOWS FOR UNEQUAL APPLICATION OF STANDARDS SO THERE IS EQUITY FOR ALL.

This is in reference to the section on page 15, include in LAND USE AND DEVELOPMENT. "Residents want code updates that allow for more flexibility in building types, incentivize infill and redevelopment in appropriate areas, ESTABLISH CONSISTENT GUIDELINES ON BUILDING HEIGHT AND FOOTPRINT, and ensure that private and public development considers runoff, slope stability, and infrastructure capacity."

Thank you .
Sandra Garity
Homer., AK

To: City Council, City Planner, Mayor, Community Development Director

From: Carol Harding

Date: Monday, Oct 27, 2025

RE: Comprehensive Plan/Preserving Important Bird Habitat

It was a great shock to me and others when we heard that there was a proposal from a private land owner who had planned to turn a portion of Mud Bay into a parking lot! Luckily that project got dropped, but those types of threats will happen again and again, as it has for the past 30+ years, unless we put a stop to it once and for all. Beluga Slough is another incredibly valuable bird habitat that is vulnerable to development. Most of the slough is owned by the city, but private property also exists within the slough. Why hasn't the city prioritized the purchase of these critical bird habitats so that they can be protected? Both Beluga Slough and Mud Bay are included in the Western Hemisphere Shorebird Reserve Network and Critical Habitat area. These areas support more than 100,000 shorebirds annually, and bring in thousands of tourists, not to mention the quality of life these areas bring to the general public and citizens of Homer. Any development on these parcels would also have serious negative environmental and ecological impacts. There are many more parcels in the Homer area that provide important bird habitat and protect our water resources, but are zoned for development such as: the wetlands around Beluga Lake, areas around the Spit, and in the Bridge Creek Water Shed area etc. These are just a few examples of important lands that should be purchased and preserved for public use.

I would also like to remind the Council that in your 2024 survey of Homer residents, 74% said they wanted to "protect open public spaces within the city from development." **This is #3 on the priority list for the Homer community.**

I urge the city to respect the Homer public's #3 priority to "protecting open spaces" and waste no time to actively and aggressively seek funding for these properties. Once these properties are developed, they are gone forever!

Thank you in advance for your consideration.

Respectively,

Carol Harding

Homer Title 21 Update

Working Together to Improve Homer's Zoning Code

Join us for a Community Open House!



The City of Homer is revising our community's planning and zoning code ([Title 21](#)). We want your feedback!

Thursday, November 6, 2025

6:00 – 8:00 pm

UAA/Kenai Peninsula College's Kachemak Bay Campus

533 E. Pioneer Ave., Homer, AK 99603

Overview of Activities

- 5:30 – 6:00pm Doors Open, Snacks, Check Out Topic Stations!
- 6:00 – 6:30pm Welcome & Project Team Presentation
- 6:30 – 8:00pm Information & Discussions at Five Topic Stations

Topic Stations	Introduction to Zoning & its Relationship to the Comprehensive Plan	Consolidating &/or Creating New Zoning Districts	Facilitating More Housing in More Places	Simplifying the Development Process	Addressing Natural Hazards & Preserving Natural Features
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Contact the Team

City Planner, Ryan Foster: rfoster@ci.homer.ak.us

Project Manager, Shelly Wade: shelly@agnewbeck.com

Visit the project website to learn more: www.HomerT21CodeUpdate.com

