



City of Homer

www.cityofhomer-ak.gov

Planning

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Memorandum 21-009

TO: Mayor Castner and Homer City Council
THROUGH: Rob Dumouchel, City Manager
FROM: Julie Engebretsen, Deputy City Planner
DATE: 12/22/2021
SUBJECT: Land Allocation Plan

Introduction

The Land Allocation Plan (LAP) serves two purposes; one is a code requirement regarding leases, and the other is as land management tool.

HCC 18.08.020 states in part that the city administration will have a list of properties available for lease, and that the Council can adopt preferences or restrictions on that land. In section A of the plan, Lands Available for Lease, you can find the terms that Council has set. After a work session and approval of the plan by resolution, the Administration must provide public notice of plan adoption and properties available for lease within 60 days.

The City also uses the LAP as an index of all municipal lands. Generally each parcel has its own page with acquisition history, any adopted plans, and the most recent council designation. Changes to the plan are adopted by resolution of the City Council. Staff uses the LAP and the annual Council work session to identify policy issues with municipal lands and seek direction.

As part of the annual approval process, comments are solicited from the Economic Development and Port and Harbor Advisory Commission. Both Commissions reviewed the plan in December and did not have any recommended changes. The Chair of each Commission has been invited to participate in the annual work session with council.

Staff Recommendation: Adopt the 2021 Land Allocation Plan by Resolution.

Attachments:

1. Draft 2021 Land Allocation Plan
2. Memorandum and Minutes from the Economic Development and Port and Harbor Advisory Commissions



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TO: Economic Development and Port and Harbor Advisory Commissions
FROM: Julie Engebretsen, Deputy City Planner
DATE: December 1, 2020
SUBJECT: 2021 Draft Land Allocation Plan

Requested Action:

1. Review lands currently available for long term lease (Section A). Are there any recommended changes?

Background

Homer City Code Title 18.08 regulates city property leases. Each year, the City Council reviews and passes a resolution on which lands should be available for lease. Council will have a work session with the Port and Harbor and Economic Development Advisory Commissions, tentatively in January, to discuss any changes.

Most City leasing occurs on the Spit and at the airport terminal. The Port and Harbor Commission usually provides the most detailed comments about the Spit, as they typically are most familiar with area operations and long-term leases. The Port and Harbor and Economic Development Commissions provide comments by memorandum to the Council. The kinds of comments that code solicits include: which parcels should be available for lease, the lease rate, preferred length of the lease term, and any requirements, preferences or restrictions regarding use and or development.

Requested Actions:

1. Recommend any changes to lands available for long term lease.

Attachments:

1. HCC 18.08.020
2. 2020 Draft Land Allocation Plan
3. Map, City lands on the Homer Spit

18.08.020 Land allocation plan – Property available for lease.

a. Unless dedicated or reserved to another purpose, all real property including tide, submerged or shore lands to which the City has a right, title and interest as owner or lessee, or to which the City may become entitled, may be leased as provided in this chapter. In the case of any conflict between this chapter and any local, State or Federal law governing the leasing of City tide and submerged lands, the law governing the leasing of City tide and submerged lands shall prevail.

b. The City administration shall maintain a list of all City-owned properties authorized for lease by Council. This list shall be adopted annually and contain the information required under this chapter. The list may be called the land allocation plan and will be made available to the public at the City Clerk's office.

c. Council shall adopt a land allocation plan that identifies:

1. City-owned property available for lease;
2. The property description, lease rate, preferred length of the lease term for each available parcel; and
3. Any requirements, preferences or restrictions regarding use and/or development.

d. Council may identify property in the land allocation plan that is subject to competitive bidding. Property subject to competitive bidding in the land allocation plan need only identify the property description in the land allocation plan but all other terms required in subsection (c) of this section shall be identified in the request for proposal for such properties.

e. Prior to the adoption of the land allocation plan, Council shall hold a work session. Commission members and City staff may provide recommendations to Council during the work session regarding City-owned property available for lease and the terms of such leases.

f. The City shall provide public notice of the adoption of the land allocation plan and the City-owned real property available for lease no more than 60 days after its adoption.

g. All uses and activities on City-owned real property available for lease are subject to all applicable local, State, and Federal laws and regulations.

h. The Council may restrict specific City-owned properties to certain uses or classes of use that serve the City's best interest. [Ord. [18-16\(S\)\(A\)](#) § 1, 2018].

A. Land Allocation Plan

- i. HCC 18.08.020 LAP Property available for lease
- ii. DRAFT 2021 Land Allocation Plan

Chair Marks introduced the item by reading the title and deferred to Deputy City Planner Engebretsen.

Ms. Engebretsen spoke to the Land Allocation Plan process, what feedback is needed from the EDC, and explained each section of the LAP.

Discussion ensued on what lands are currently available for sale or lease. At this time most leased lots located out on the Homer Spit are already leased out, there is a Request for Proposals for Airport Leases in the works, and the old library lot was not up for sale again at this time.

The commission did not have any recommended changes to the Land Allocation Plan.

B. COVID Questionnaire for Businesses

Chair Marks introduced the item by reading the title and gave background on what was discussed at the last meeting. A set of questions regarding COVID-19 were put together by Commissioner Richardson and were listed in the packet, with commissioners wishing to identify select businesses/industries they could approach to ask these questions.

Deputy City Planner Engebretsen spoke to her memo, suggesting they take a gentle approach due to this year's hardships and the City not being sure what the future status will be on Federal aid money. She recommended EDC get a pulse of where businesses are at and if further outreach will be needed in the future. They can then make that determination at a later meeting. Travel experts say 2021 is scheduled to be a difficult year.

Commissioner Richardson commented; the point of the questions was to see if there were things businesses needed that we may not easily recognize without asking. He spoke to the drafted questions and what kind of feedback he received when he posed some of the questions to businesses.

There was discussion on the draft questions, how each one was relevant in different scenarios depending on the business, and potentially leaving all of them to provide commissioners options rather than narrowing it down to a few. Commissioner Arevalo suggested ways that some of the questions could be combined into one, for example:

- "What are the main ways that your business was affected?" and if it wasn't then they would answer accordingly.
- "Have you lowered the number of staff that you employ in 2020 from 2019 and if so, by how much?"
- "Do you have any ideas for how the City's Economic Development Commission can help you?" also implies the City can help too.

A. Port & Harbor Staff Report for November & December 2020

Port Director Hawkins asked for any questions on the staff report and facilitated discussion on the following topics:

- Pending Salmon Sister's lease of the old Auction Block building and City Council's decision not to approve the lease but to allow the City Manager to move forward with negotiations and prepare a draft lease to bring back for final approval.
- Port expansion project and discussions with Tim Dillon, KBNERR, on keeping the project moving forward. Corp of Engineers is waiting on Federal Government, City already has our 25% share of the matching funds set aside, and hopes that ADOT will have provided a Memorandum of Understanding that finalizes their intent by next meeting.
- Lobbyist contract will be awarded to J&H Consulting out of Juneau at City Council's December 14th meeting.
- Property management and lease discussions with the City Attorney.
- Notable events around the harbor including a black bear hiding under Lands' End and the purchase of a new outboard for the harbor skiff.
- Port maintenance efforts; DD float is sinking and their work to bolster it.

Commissioner Donich joined the meeting at 5:09 p.m.

B. Homer Marine Trades Association Report

Commissioner Zeiset reported that their scholarship program is still going on. They were able to distribute about \$5,000 towards local students attending AVTEC in Seward and the KPC Campus in Homer.

PUBLIC HEARING

PENDING BUSINESS

NEW BUSINESS

- A. Land Allocation Plan (LAP)
- i. HCC 18.08.020 LAP Property available for lease
 - ii. DRAFT 2021 Land Allocation Plan

Chair Zimmerman introduced the item by reading the title and opened the floor for discussion.

Port Director Hawkins noted that there weren't any proposed changes from staff. In response to questions from Commissioner Carroll, Mr. Hawkins gave an update on a pending overslope lease proposals for an oyster business and Deputy City Clerk Tussey explained what "lease rates vary" means in the LAP.

The Commission did not have any additions or recommendations for the Land Allocation Plan.