

REGULAR MEETING AGENDA

1. Call to Order

2. Approval of Agenda

3. Public Comment

The public may speak to the Commission regarding matters on the agenda that are not scheduled for public hearing or plat consideration. (3 minute time limit).

4. Reconsideration

5. Adoption of Consent Agenda

All items on the consent agenda are considered routine and non-controversial by the Planning Commission and are approved in one motion. There will be no separate discussion of these items unless requested by a Planning Commissioner or someone from the public, in which case the item will be moved to the regular agenda and considered in normal sequence.

A. Approval of Minutes of Aug. 19, 2015 meeting

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6. Presentations:

A. Adele Person on walkability and the Homer Accelerated Road and Trails program

7. Reports:

8. Public Hearings

Testimony limited to 3 minutes per speaker. The Commission conducts Public Hearings by hearing a staff report, presentation by the applicant, hearing public testimony and then acting on the Public Hearing items. The Commission may question the public. Once the public hearing is closed the Commission cannot hear additional comments on the topic. The applicant is not held to the 3 minute time limit.

A. CUP 15-66 5185 Slavin Dr. for more than one building on a lot in the Rural Residential district. **Page 9**

9. Plat Consideration:

10. Pending Business:

11. New Business:

A. SR 15-65 2016 Trail project recommendations

Page 25

B. 2015 Commissioner Attendance at City Council meetings

Page 32

12. Informational Materials

A. City Manager's Report Sept. 14, 2015

Page 33

B. KPB Planning Commission - High Tide Replat decision

Page 36

13. Comments of the Audience: Members of the audience may address the Commission on any subject. (3 min limit)

14. Comments of Staff

15. Comments of the Commission

16. Adjournment: Next regular meeting is scheduled for October 7, 2015. A work session will be held at 5:30 pm. Meetings will adjourn promptly at 9:30 p.m. An extension is allowed by a vote of the Commission.

Session 15-13, a Regular Meeting of the Homer Advisory Planning Commission was called to order by Chair Stead at 6:30 p.m. on August 19, 2015 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONERS BOS, HIGHLAND, ERICKSON, STEAD, STROOZAS, VENUTI

ABSENT: BRADLEY

STAFF: CITY PLANNER ABBOUD
DEPUTY CITY CLERK JACOBSEN

Approval of Agenda

Chair Stead called for a motion to approve the agenda.

HIGHLAND/BOS SO MOVED

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

Public Comment

The public may speak to the Planning Commission regarding matters on the agenda that are not scheduled for public hearing or plat consideration. (3 minute time limit).

None

Reconsideration

Adoption of Consent Agenda

All items on the consent agenda are considered routine and non-controversial by the Planning Commission and are approved in one motion. There will be no separate discussion of these items unless requested by a Planning Commissioner or someone from the public, in which case the item will be moved to the regular agenda and considered in normal sequence.

A. Approval of Minutes of August 5, 2015

Chair Stead called for a motion to approve the consent agenda.

HIGHLAND/VENUTI SO MOVED

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

Presentations

Reports

- A. Staff Report PL 15-61, City Planner's Report

City Planner Abboud reviewed his staff report.

Public Hearings

Testimony limited to 3 minutes per speaker. The Commission conducts Public Hearings by hearing a staff report, presentation by the applicant, hearing public testimony and then acting on the Public Hearing items. The Commission may question the public. Once the public hearing is closed the Commission cannot hear additional comments on the topic. The applicant is not held to the 3 minute time limit.

Plat Consideration

- A. Staff Report PL 15-62 Webber Subdivision No. 9 Preliminary Plat

Commissioner Venuti stated he may have a conflict of interest. He works regularly with the contractors involved in this project.

HIGHLAND/BOS MOVED THAT COMMISSIONER VENUTI HAS A CONFLICT OF INTEREST.

There was discussion to clarify that he does not have a relationship with the applicant but with the contractor.

VOTE: NO: BOS, STEAD, HIGHLAND, ERICKSON, STROOZAS

Motion failed.

Commissioner Erickson stated she has a potential conflict of interest in that she has financial dealings with the applicant. She said it doesn't exceed the "per transaction" limit but is just under the \$5000 limit.

BOS/VENUTI MOVED THAT COMMISSIONER ERICKSON HAS A CONFLICT INTEREST

Deputy City Clerk Jacobsen read the code section which defines substantial financial interest as follows:

"Substantial financial interest" means a financial interest that would result in a pecuniary gain or loss exceeding \$1,000 in a single transaction or more than \$5,000 in the aggregate in 12 consecutive months.

When asked if the transaction amount would exceed \$5000, Commissioner Erickson responded not in this calendar year, in looking at consecutive months, she said it could go either way.

VOTE: NO: HIGHLAND, STEAD, VENUTI, STROOZAS, BOS

Motion failed.

City Planner Abboud reviewed the staff report, explaining an error that was discovered when the plat came before the City Manager to sign. As a result the applicant is looking for an exception to the 15 utility easement on Hidden Way.

George Long, applicant, is planning to build a house on the subject property. He suggested a lot line vacation isn't the same as a subdivision because he isn't dividing up the land to sell. He bought the two lots with the intent to build a house in the middle of them. The Borough approved the five foot utility easement and he questions why he has to provide a 15 foot utility easement when the utilities are already in and would only be across his lot. The city would still have to use eminent domain if they wanted to develop the road. The area is too steep to allow for utilities and road development. He gave a brief overview of his plans and referenced the aerial photo to show his building site. None of the other neighbors would have to give utility easements to build on their lots.

Chair Stead opened the floor to public comments.

John Bushell, city resident, has three lots in the area and believes there are 18 lots along the road. He commented when the letter came to the neighborhood it looked like he was asking to build five feet from the road and the neighbors thought the same thing. He thinks George should be able to build where he wants, just not five feet from the road.

There were no further public comments.

Mr. Long clarified he isn't talking about reducing the 20 foot setback, only the utility easement to 5 feet along Hidden Way. He reiterated his reasoning supporting the reduction.

In response to questions Mr. Long explained that he designed the house to fit the lot. He can't move it down the lot any further; his only option would be to build a smaller house. He has a site plan and the house is staked out with the 20 foot setback. He doesn't intend to build on pilings, he is moving forward with the engineer's recommendation for the foundation work. If he worked on one lot he would have to use pilings.

There was general discussion regarding the 15 foot utility easement called out in city code, clarifying the circumstances that brought this back to the commission, and explaining conditions the Commission should address relating to granting a variance.

Matt Early and Sheldon Beachy were asked to speak to the utilities for this project. Mr. Early said they will need to install a lift station that would likely fall within the utility easement. Mr. Long has talked about having rain water storage collection tanks and cisterns. Mr. Long plans to do landscaping, that Beachy Construction wouldn't be involved with, but the concern with the landscaping is if they landscape or put a fence in the utility easement and the City has to come in and use the easement they would only replace grass, gravel, or pavement. He noted the other utilities like ACS, HEA, and Enstar have approved the five foot easement.

In response to questions from the Commission, City Planner Abboud explained the subdivision predates the city and lots are subject to the setback. He also clarified the slope of this lot doesn't fall under the conditions for the 40 foot setback from the bluff.

Question was raised about locating the lift station in the house. Mr. Early explained they can be done inside, but it isn't recommended.

STROOZAS/BOS MOVED TO APPROVE WEBER SUBDIVISION NO. 9 PRELIMINARY PLAT AND AMEND FINDINGS TWO AND THREE AS FOLLOWS TO GRANT THE FIVE FOOT EASEMENT VERSUS THE 15 FOOT UTILITY EASEMENT ALONG HIDDEN WAY DUE TO THE SPECIAL CIRCUMSTANCES OF THIS LOT AND TO SEND OUT A PUBLIC NOTICE IN ACCORDANCE WITH REQUIREMENTS AND HAVE A PUBLIC HEARING NEXT MONTH.

Commissioner Highland commented this doesn't follow Public Works or Planning Department recommendations. She questions where this puts them in the future regarding exceptions and if there is legal liability.

City Planner Abboud responded that according to code it doesn't bind them. He also said it isn't necessary to hold another public hearing to approve this exception.

Commissioner Bos commented that the staff recommendation is to recommend denial or amend findings to approve, and that Borough accepted it with a five foot easement already, so he doesn't feel they are going against anyone's intentions.

Commissioner Highland noted their recommendation when approving the plat in April was to include the 15 foot utility easement. Somehow at the Borough it was changed to 5 foot and is what has put them in this position.

ERICKSON/BOS MOVED TO AMEND TO REMOVE THE PUBLIC HEARING REQUIREMENT.

There was no discussion.

VOTE: (Amendment) NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

Discussion ensued regarding finding three. Commissioner Stroozas suggested finding three is moot in that the applicant stated there is no financial hardship. Chair Stead commented that if the applicant were to build within the 15 foot utility easement he wouldn't want his property at risk, which to him, sounds like an inconvenience.

City Planner Abboud noted that they need to address finding three and state their intention in approving the variance. If financial hardship or inconveniences are not the grounds for disapproving, they should come up with another condition to grant the exception.

The Commission took a 5 minute recess at 8:15 to phrase a motion to address finding three. The meeting resumed at 8:19.

HIGHLAND/BOS MOVED TO AMEND THE MOTION TO ADD FINDING THREE THAT THE SPECIAL CONDITION FOR AN EXCEPTION FOR THIS LOT IS THAT THERE IS A LIMITED BUILDING AREA.

There was no discussion.

VOTE: (Amendment) NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

There was brief discussion to review the findings.

VOTE: (Main motion as amended): YES: ERICKSON, STROOZAS, BOS, HIGHLAND, VENUTI
NO: STEAD

Motion carried.

Pending Business

A. Staff Report PL 15-64 Bridge Creek Watershed Protection District impervious runoff calculations

City Planner Abboud reviewed the staff report.

Commissioner Bos questioned if option B in the staff report is clear and understandable. He thinks it's important that staff and applicants need to have numbers to work with because in a lot of cases it's a surveyor or engineer who works with these numbers. Asking the applicant to develop a rational runoff coefficient with the application is a moving target, in his opinion. He thinks option A works really well.

Commissioner Erickson questioned if they went back to the 6.4% and everything had to fit within that percentage there would only be one percentage they have to deal with. It seems it would be easier to work with.

City Planner Abboud commented that there was agreement that it would be too restrictive. He suggested an option that driveways may be calculated at a rate determined in the storm water manual or with other credible evidence. He thinks the problem was the "may be calculated at 70% impervious is too oblique and doesn't point to the fact that there is a gravel driveway.

Commissioner Venuti commented that he hasn't seen any pure science since they have started discussing this and all along it seems that guess-timates have been used. He asked if going with option B would be unwieldy for staff. City Planner Abboud commented it seems to go against the grain of the whole protection district.

There was discussion that option B is very open ended. It was suggested to take out the words "or fully" and they could use the coefficient method for a gravel driveway, or another standard. The runoff coefficient table on packet page 54 could be used and they could take out what they don't need. If everyone is working with the same numbers and equations, everyone should be coming up with the same results.

Chair Stead said he has a problem with option B. Then applicant already had to determine if they are using a gravel driveway at 70% or asphalt at 90%. They have to know what type of soils, slopes, infrastructure being placed, and make those two calculations already. To him, they are doing it in one place but now we're telling them they don't have to do it. He prefers option A.

Commissioner Highland asked if they should have a conversation with Council. She noted the Commission has spent a lot of time on the topic and have a fair amount of understanding, and Council went at it one evening. She questions if they need a better explanation.

City Planner Abboud said he still likes the first part of the wording in section C, until it gets to the "may be calculated" because it defines what they are looking for, driveways and walk ways.

Discussion ensued on best working to clarify the percentages. The table has the asphalt rating, and makes it clear that the door is open if someone comes in with better evidence. It was suggested an applicant can come in and under B.1., list their runoff coefficients and have it end at B.2. If the coefficients are listed under B.1., staff knows what they are doing and if they used something other than a gravel driveway and reduce the percentage from 70% to 50%, they can show how they got there. They could get rid of item C and get rid of a lot of the ambiguity. A worksheet could be provided to applicants to help with figures.

BOS/ERICKSON MOVED TO STRIKE AT LINE 41 FOR THE PURPOSE OF CALCULATING IMPERVIOUS COVERAGE AND AMEND NUMBER 1 LINE 37, AFTER THE PERIOD ADD PEAK DISCHARGE RATES AND STORM WATER EVENTS SHALL BE DETERMINED BY THE HOMER STORM WATER MELT WATER MANAGEMENT HANDBOOK.

City Planner Abboud suggested it may not need another public hearing because they didn't really change anything, but will need to defend it to Council.

There was discussion to clarify item 2 on line 38 will stay and the motion strikes section C beginning on line 41 through 45. They will also lines 46 through 50.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

VENUTI/BOS MOVED TO STRIKE LINES 46-50 OF ORDINANCE 15-23.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

Commissioner Erickson suggested a worksheet could be prepared and attached for Council to see and understand that they are trying to give an applicant the most opportunity to use their land and everyone is subject to the same thing.

New Business

Informational Materials

A. City Manager's Report August 10, 2015

Comments of the Audience

Members of the audience may address the Commission on any subject. (3 minute time limit)

Comments of Staff

Comments of the Commission

Commissioner Venuti said it was a good meeting. He is a little uncomfortable with the Webber Subdivision decision; it felt a little like spot zoning. It seemed to be a reasonable solution for the applicant. He added that the FEMA training in October is a good opportunity for all of them to learn about community resource and tsunami issues.

Commissioner Stroozas commented that in all considerations with the Webber Subdivision, they did the right thing for this particular case.

Commissioner Bos commented that tonight's action was unique and that they did the right thing. He felt it was a business friendly move. He congratulated Mr. Stroozas for throwing his hat in the ring for the City Council seat.

Commissioner Erickson had no comment.

Commissioner Highland said the Webber action was interesting. She likes to try to make it better for the person, but she gets stuck in city code. Hopefully it will be fine.

Chair Stead reminded everyone school has started so watch out for the kids out there. He will work with the Planner on towers.

Adjourn

There being no further business to come before the Commission, the meeting adjourned at 9:10 p.m. The next regular meeting is scheduled for September 2, 2015 at 6:30 p.m. in the City Hall Cowles Council Chambers. A worksession will be held at 5:30 p.m.

MELISSA JACOBSEN, CMC, DEPUTY CITY CLERK

Approved: _____



City of Homer

www.cityofhomer-ak.gov

Planning

491 East Pioneer Avenue
Homer, Alaska 99603

Planning@ci.homer.ak.us

(p) 907-235-3106

(f) 907-235-3118

Staff Report PL 15-66

TO: Homer Advisory Planning Commission
FROM: Julie Engebretsen, Deputy City Planner
DATE: September 16, 2015
SUBJECT: CUP 15-04, 5185 Slavin Drive

Synopsis The applicant proposes to build a third dwelling unit on the property. A Conditional Use Permit (CUP) is required per HCC 21.12.030(m).

Applicants: Fred Pfiel, 5185 Slavin Dr, Homer, AK 99603

Location: North of East End Road, at the end of Slavin Drive. (Across from Clover Lane and north of the American Legion)

Parcel ID: 17411207

Size of Existing Lot: 2.73 acres

Zoning Designation: Rural Residential

Existing Land Use: Residential

Surrounding Land Use: North: Vacant/Conservation
South: Residential/Commercial Greenhouse/American Legion
East: Residential/Mobile home/Conservation
West: Residential/Vacant

Wetland Status: No designated wetlands in the area proposed for development.

Flood Plain Status: Zone D, Flood Hazards are undetermined.

BCWPD: Not within the Bridge Creek Watershed Protection District

Utilities: Public utilities serve the site.

Public Notice: Notice was sent to 21 property owners of 19 parcels as shown on the KPB tax assessor rolls.

PUBLIC WORKS COMMENTS: No comments on the additional structure.

FIRE DEPARTMENT COMMENTS: No Fire Department issues.

PUBLIC COMMENTS: None

ANALYSIS: This property is served by City water and sewer. There is an existing 3,680 square foot, two story single family home, and a 465 square foot, one bedroom cabin. The applicant is proposing to build an additional small 24 x 14 cabin on the property. A CUP is needed for “more than one building containing a permitted principal use on a lot” in the rural residential district per HCC 21.12.030(m).

The criteria for granting a Conditional Use Permit is set forth in HCC 21.71.020, General conditions, and establishes the following conditions:

a. The applicable code authorizes each proposed use and structure by conditional use permit in that zoning district;

Finding 1: HCC 21.12.020(a) authorizes single family dwellings. HCC 21.12.030(m) authorizes more than one building containing a permitted principal use on a lot as a conditional use in the Rural Residential District. HCC 21.12.040(a)3 allows for one dwelling unit per 10,000 square feet of lot area when served by city water and sewer.

b. The proposed use(s) and structure(s) are compatible with the purpose of the zoning district in which the lot is located.

Purpose: The purpose of the Rural Residential District is primarily to provide an area in the City for low-density, primarily residential, development; allow for limited agricultural pursuits; and allow for other uses as provided in this chapter.

Finding 2: The residential use and proposed new dwelling on a 2.73 acre lot provides low density development that is compatible with the purpose of the district.

c. The value of the adjoining property will not be negatively affected greater than that anticipated from other permitted or conditionally permitted uses in this district.

Analysis: Many uses in the Rural Residential district have greater negative impacts than would be realized from a small rental cabin. Pipelines, railroads, and kennels would have a greater impact on nearby property values. Assisted living, group care, religious, cultural and fraternal assembly would generate a good deal of traffic.

Finding 3: A third dwelling unit on the property is not expected to negatively impact the adjoining properties greater than other permitted or conditional uses.

d. The proposal is compatible with existing uses of surrounding land.

Analysis: The surrounding land is currently occupied by single family homes, a conservation area, and the American Legion. The addition of a small cabin is compatible with the existing uses of surrounding land.

Finding 4: The proposed cabin is a similar use to the other single family homes found in the adjacent and surrounding area.

e. Public services and facilities are or will be, prior to occupancy, adequate to serve the proposed use and structure.

Finding 5: Existing public, water, sewer, road maintenance and police and fire services are adequate to serve the additional dwelling.

f. Considering harmony in scale, bulk, coverage and density, generation of traffic, the nature and intensity of the proposed use, and other relevant effects, the proposal will not cause undue harmful effect upon desirable neighborhood character.

Analysis: The addition of one small dwelling on this lot will be in line with the neighborhood character in terms of scale, bulk and coverage. The increased traffic will be easily handled by the site's access on Slavin Drive, a City maintained road. While more density will increase the intensity of this lot's current use, the increase is not expected to cause any undue harmful effects.

Finding 6: Considering harmony in scale, bulk, coverage and density, generation of traffic, the nature and intensity of the proposed use, and other relevant effects, the proposal will not cause undue harmful effect upon desirable neighborhood character.

g. The proposal will not be unduly detrimental to the health, safety or welfare of the surrounding area or the city as a whole.

Analysis: City water, sewer, road maintenance, and police and fire services are adequate to serve this area.

Finding 7: The proposal will not be unduly detrimental to the health, safety or welfare of the surrounding area and the city as a whole when all applicable standards are met as required by city code.

h. The proposal does or will comply with the applicable regulations and conditions specified in this title for such use.

Analysis: No relief from code is sought from the applicant. All known applicable regulations will be addressed through the permitting process. The proposed parking plan

meets the standards of HCC 21.55 "Off-Street Parking." There are two adequately sized parking spaces per dwelling unit.

Finding 8: The proposal will comply with all applicable regulations and conditions when the permitting process is successfully navigated as provided in the CUP and permitting process.

i. The proposal is not contrary to the applicable land use goals and objectives of the Comprehensive Plan.

Analysis: Goals of the Land Use Chapter of the Homer Comprehensive Plan include increasing the residential density of this area, served by city water and sewer.

Finding 9: The proposal is not contrary to the applicable land use goals and objects of the Comprehensive Plan. Building a new dwelling unit meets the goal of increasing residential density in areas served by city water and sewer.

j. The proposal will comply with the applicable provisions of the Community Design Manual (CDM).

Finding 10: Outdoor lighting must be down lit per the provisions of the CDM.

HCC 21.71.040(b). b. In approving a conditional use, the Commission may impose such conditions on the use as may be deemed necessary to ensure the proposal does and will continue to satisfy the applicable review criteria. Such conditions may include, but are not limited to, one or more of the following:

- 1. Special yards and spaces:** No specific conditions deemed necessary
- 2. Fences and walls:** No specific conditions deemed necessary
- 3. Surfacing of parking areas:** No specific conditions deemed necessary.
- 4. Street and road dedications and improvements:** No specific conditions deemed necessary.
- 5. Control of points of vehicular ingress and egress:** No specific conditions deemed necessary.
- 6. Special provisions on signs:** No specific conditions deemed necessary.
- 7. Landscaping:** No specific conditions deemed necessary.
- 8. Maintenance of the grounds, building, or structures:** No specific conditions deemed necessary.
- 9. Control of noise, vibration, odors or other similar nuisances:** No specific conditions deemed necessary.
- 10. Limitation of time for certain activities:** No specific conditions deemed necessary.

11. A time period within which the proposed use shall be developed: No specific conditions deemed necessary.

12. A limit on total duration of use: No specific conditions deemed necessary.

STAFF COMMENTS/RECOMMENDATIONS:

Planning Commission approve CUP 15-04 with findings 1-10.

Attachments

Application

Public Notice

Aerial Photograph



City of Homer

www.cityofhomer-ak.gov

Planning
491 East Pioneer Avenue
Homer, Alaska 99603

Planning@ci.homer.ak.us
(p) 907-235-3106
(f) 907-235-3118

Applicant

Name: FRED PFEIL Telephone No.: 907-299-1716

Address: 5185 SALVIN DR. HOMER, AK Email: alaskanyantee@gmail

Property Owner (if different than the applicant):

Name: _____ Telephone No.: _____

Address: _____ Email: _____

PROPERTY INFORMATION:

Address: 5185 Salvin Dr Lot Size: 2.7 acres KPB Tax ID # 17411207

Legal Description of Property: Long legal —

For staff use: Date: 8/19/15 Fee submittal: Amount \$200
Received by: [Signature] Date application accepted as complete 8/19/15 RA
Planning Commission Public Hearing Date: _____

Conditional Use Permit Application Requirements:

1. A Site Plan
2. Right of Way Access Plan
3. Parking Plan
4. A map showing neighboring lots and a narrative description of the existing uses of all neighboring lots. (Planning can provide a blank map for you to fill in).
5. Completed Application Form
6. Payment of application fee (nonrefundable)
7. Any other information required by code or staff, to review your project

RECEIVED
 AUG 19 2015
 CITY OF HOMER
 PLANNING/ZONING

Circle Your Zoning District

	RR	UR	RO	CBD	TCD	GBD	GC1	GC2	MC	MI	EEMU	BCWPD
Level 1 Site Plan	x	x	x			x			x			x
Level 1 ROW Access Plan	x	x							x			
Level 1 Site Development Standards	x	x										
Level 1 Lighting			x	x	x	x	x	x	x	x	x	
Level 2 Site Plan			x	x	x		x	x		x	x	
Level 2 ROW Access Plan			x	x	x		x	x		x	x	
Level 2 Site Development Standards			x*	x	x	x	x	x			x	
Level 3 Site Development Standards									x	x		
Level 3 ROW Access Plan						x						
DAP/SWP questionnaire				x	x	x	x	x			x	

[Handwritten signature]

Circle applicable permits. Planning staff will be glad to assist with these questions.

Y N Are you building or remodeling a commercial structure, or multifamily building with more than 3 apartments? If yes, Fire Marshal Certification is required. Status: _____

Y N Will your development trigger a Development Activity Plan?

Application Status: _____

Y N Will your development trigger a Storm water Plan?

Application Status: _____

Y N Does your site contain wetlands? If yes, Army Corps of Engineers Wetlands Permit is required. Application Status: _____

Y N Is your development in a floodplain? If yes, a Flood Development Permit is required.

Y N Does your project trigger a Community Design Manual review?

If yes, complete the design review application form. The Community Design Manual is online at: <http://www.ci.homer.ak.us/documentsandforms>

Y N Do you need a traffic impact analysis?

Y N Are there any nonconforming uses or structures on the property?

Y N Have they been formally accepted by the Homer Advisory Planning Commission?

Y N Do you have a state or city driveway permit? Status: Approved

Y N Do you have active City water and sewer permits? Status: Approved

1. Currently, how is the property used? Are there buildings on the property? How many square feet? Uses within the building(s)?

HOME - RESIDENTIAL - 3,700^{sq}
CABIN - RENTAL - 288^{sq}

2. What is the proposed use of the property? How do you intend to develop the property? (Attach additional sheet if needed. Provide as much information as possible).

SAME AS ABOVE
16' X 24' CABIN 1 BEDROOM

CONDITIONAL USE INFORMATION: (Please use additional sheet(s), if necessary)

- a. What code citation authorizes each proposed use and structure by conditional use permit?

More than one building containing a permitted principal use on a lot.
HCC 21.12.030(m)

- b. Describe how the proposed uses(s) and structures(s) are compatible with the purpose of the zoning district. PROVIDE QUALITY AFFORDABLE RENTAL

- c. How will your proposed project affect adjoining property values? NONE

d. How is your proposal compatible with existing uses of the surrounding land? _____
SAME - RESIDENTIAL

e. Are/will public services adequate to serve the proposed uses and structures?
YES

f. How will the development affect the harmony in scale, bulk, coverage and density upon the desirable neighborhood character, and will the generation of traffic and the capacity of surrounding streets and roads be negatively affected?
NO IMPACT

g. Will your proposal be detrimental to the health, safety or welfare of the surrounding area or the city as a whole?
NO

h. How does your project relate to the goals of the Comprehensive Plan?
The 2006 Town Center Plan and the 2008 Comprehensive Plan are online at:
<http://www.ci.homer.ak.us/documents/planning>

i. The Planning Commission may require you to make some special improvements. Are you planning on doing any of the following, or do you have suggestions on special improvements you would be willing to make? (circle each answer)

1. Y N Special yards and spaces.
2. Y N Fences, walls and screening.
3. Y N Surfacing of parking areas. gravel
4. Y N Street and road dedications and improvements (or bonds).
5. Y N Control of points of vehicular ingress & egress. slavin
6. Y N Special provisions on signs.
7. Y N Landscaping.
8. Y N Maintenance of the grounds, buildings, or structures.
9. Y N Control of noise, vibration, odors, lighting, heat, glare, water and solid waste pollution, dangerous materials, material and equipment storage, or other similar nuisances.
10. Y N Time for certain activities.
11. Y N A time period within which the proposed use shall be developed.
12. Y N A limit on total duration of use.
13. Y N Special dimensional requirements such as lot area, setbacks, building height.
14. Y N Other conditions deemed necessary to protect the interest of the community.

Handwritten initials/signature

PARKING

- 1. How many parking spaces are required for your development? 2 additional
If more than 24 spaces are required see HCC 21.50.030(f)(1)(b). _____
- 2. How many spaces are shown on your parking plan? two
- 3. Are you requesting any reductions? NO

Include a site plan, drawn to a scale of not less than 1" = 20' which shows existing and proposed structures, clearing, fill, vegetation and drainage.

I hereby certify that the above statements and other information submitted are true and accurate to the best of my knowledge, and that I, as applicant, have the following legal interest in the property:

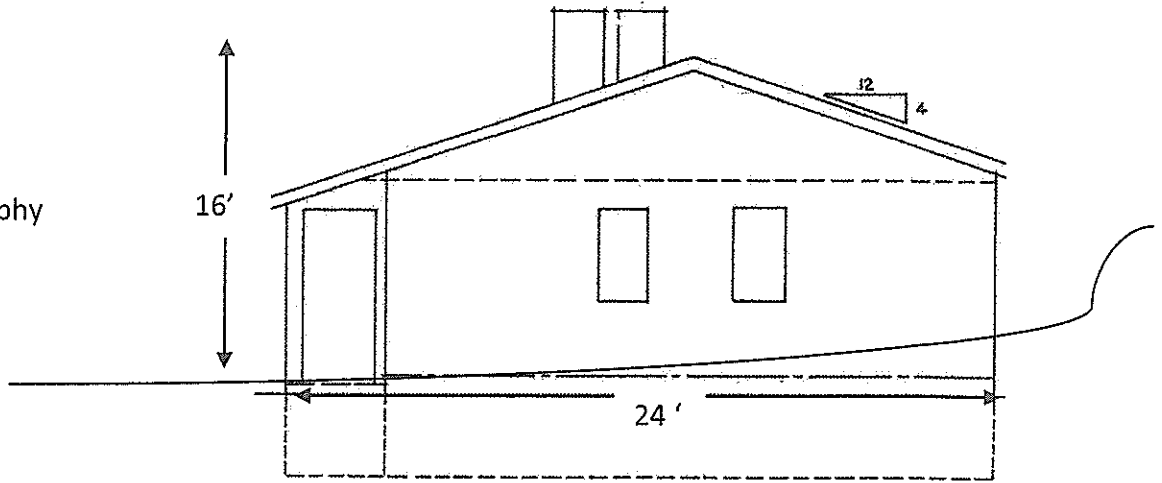
CIRCLE ONE: Owner of record Lessee Contract purchaser

Applicant signature: [Signature] Date: 8/19/15

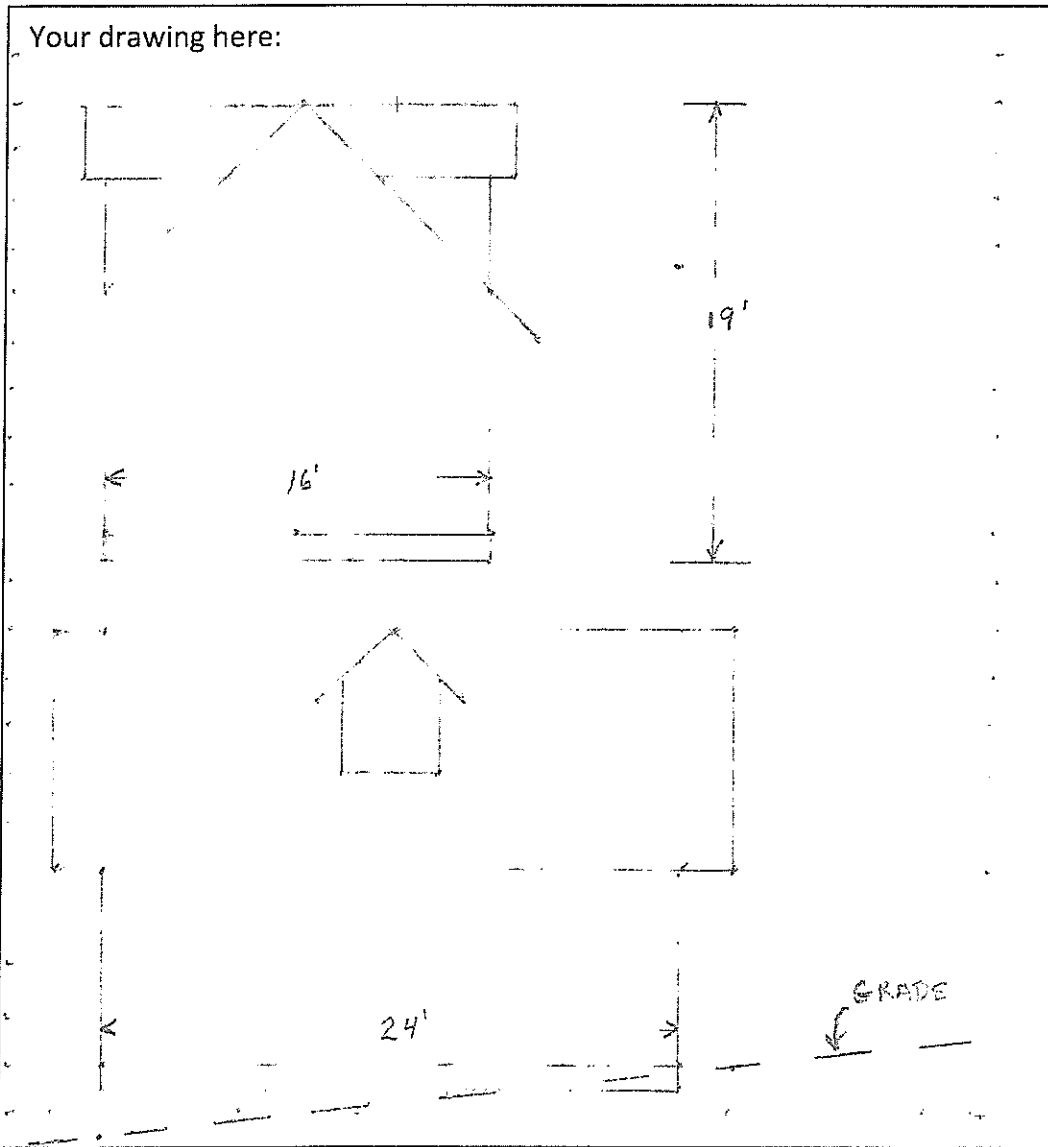
Property Owner's signature: _____ Date: _____

Sample building elevation drawing

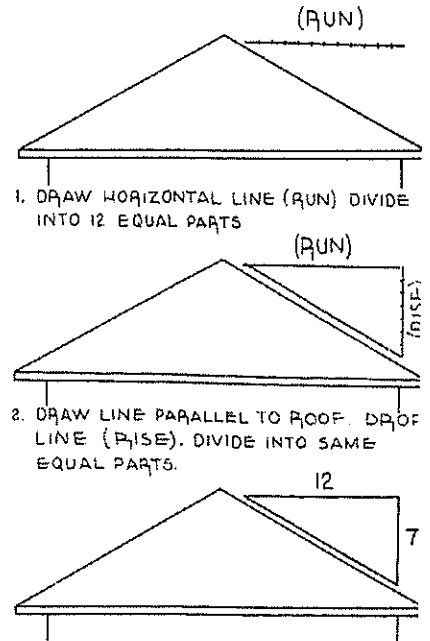
- Building height
- Wall dimensions
- Grade / topography



Your drawing here:

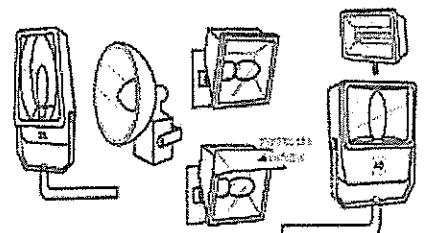
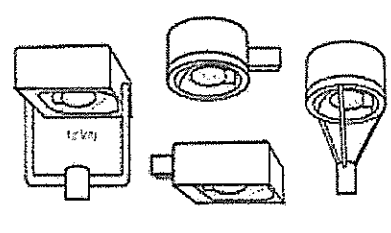
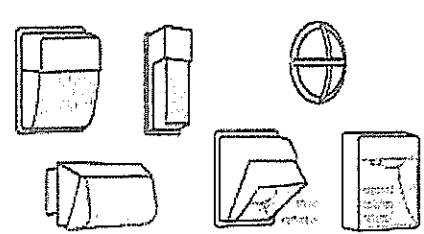
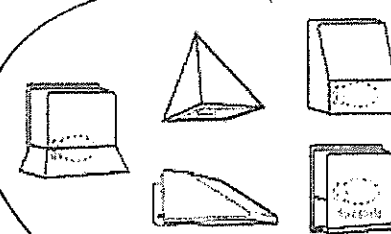
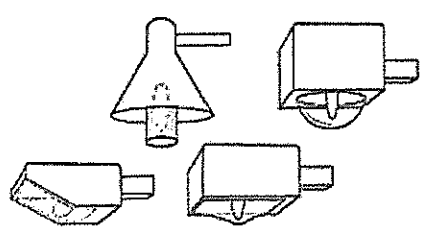
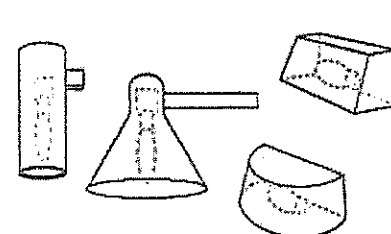
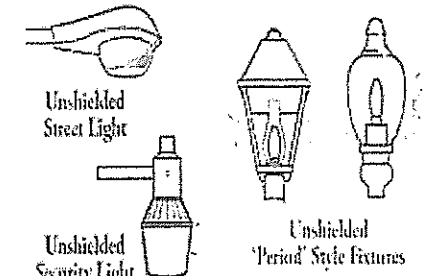
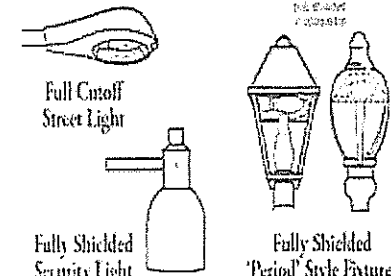
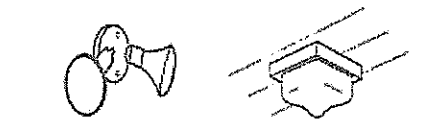



ON FILES



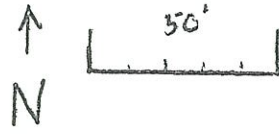
Lighting Standards

The **Lighting standards** aim to reduce glare and light trespass and apply to the business and commercial projects. Depending on the scope of the project a Lighting Plan maybe required per HCC 21.59.030. For simple projects simply circle the type of cut-off light fixture you are using or provide your own.

UNACCEPTABLE Fixtures that Produce Glare and Light Trespass	ACCEPTABLE Fixtures that Shield the Light Source to Minimize Glare and Light Trespass - Facilitating Better Night Vision
 <p style="text-align: center;">Unshielded or Poorly-shielded Floodlights</p>	 <p style="text-align: center;">Full Cutoff Fixtures</p>
 <p style="text-align: center;">Unshielded Wallpacks & Poorly-shielded Wall Mount Fixtures</p>	 <p style="text-align: center;">Fully-shielded Wallpack & Wall Mount Fixtures</p>
 <p style="text-align: center;">Drop-lens & Sag-lens Fixtures with Exposed Bulb/Refractor Lens</p>	 <p style="text-align: center;">Fully-shielded Fixtures</p>
 <p style="text-align: center;">Unshielded Street Light</p> <p style="text-align: center;">Unshielded Security Light</p> <p style="text-align: center;">Unshielded 'Period' Style Fixtures</p>	 <p style="text-align: center;">Full Cutoff Street Light</p> <p style="text-align: center;">Fully Shielded Security Light</p> <p style="text-align: center;">Fully Shielded 'Period' Style Fixtures</p>
 <p style="text-align: center;">Unshielded PAR Floodlights</p> <p style="text-align: center;">Drop-lens Canopy Fixtures</p>	 <p style="text-align: center;">Shielded/Properly Aimed PAR Floodlights</p> <p style="text-align: center;">Flush Mounted Canopy Fixtures</p>

Handwritten initials

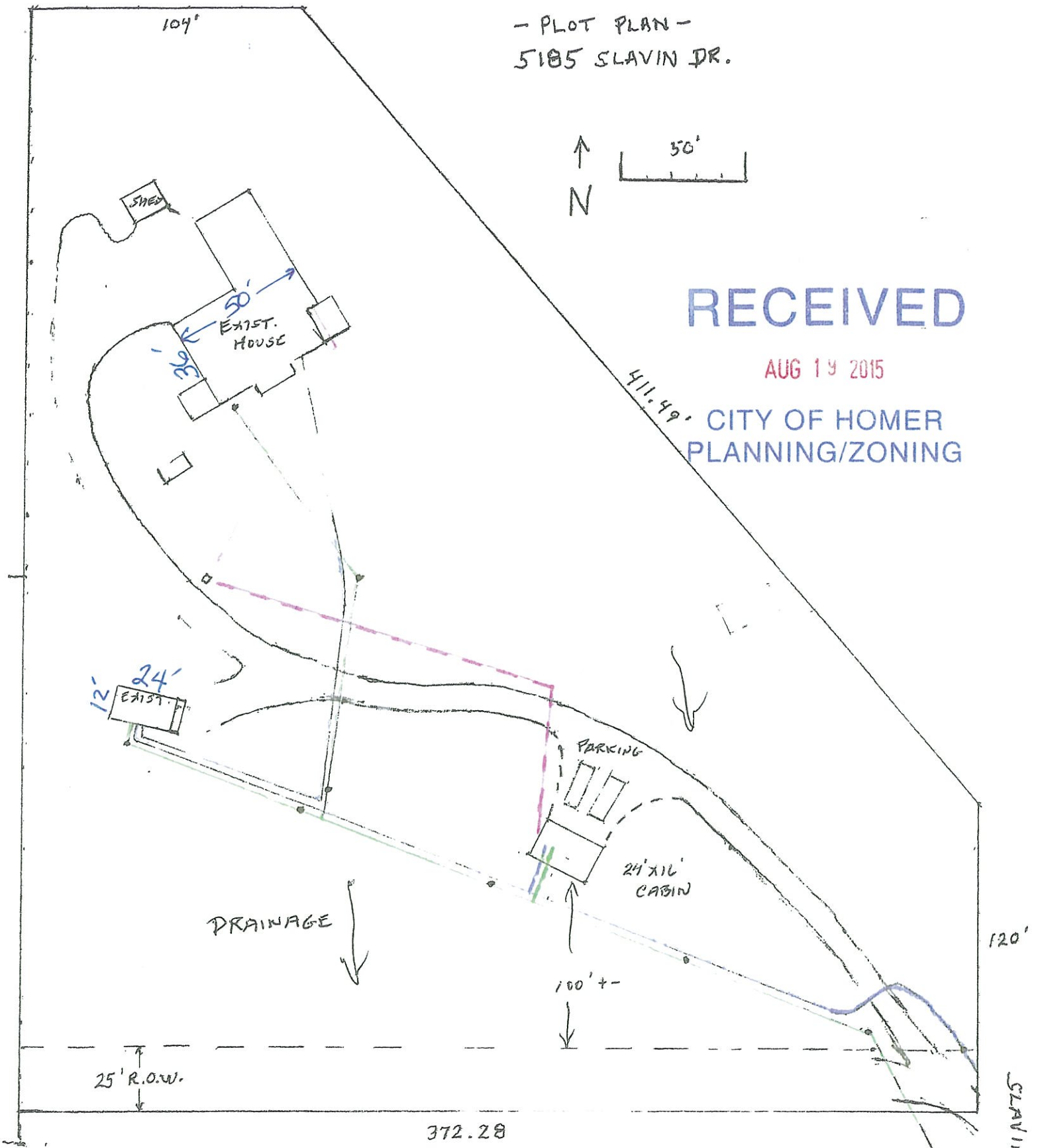
- PLOT PLAN -
5185 SLAVIN DR.







RECEIVED

AUG 19 2015

411.49' CITY OF HOMER
PLANNING/ZONING



PROPOSED NEW LINES

-  - U.G. ELEC.
-  - WATER
-  - SEWER
-  - NEW BUILDING

20 FRED + BECKY PFEIL
299-1716

PUBLIC NOTICE

Public notice is hereby given that the City of Homer will hold a public hearing by the Homer Advisory Planning Commission on Wednesday, September 16, 2015 at 6:30 p.m. at Homer City Hall, 491 East Pioneer Avenue, Homer, Alaska on the following matter:

Request for Conditional Use Permit (CUP) 2015-04 at 5185 Slavin Drive.

T 6S R 13W SEC 10 Seward Meridian HM 0000587 SCENIC VIEW SUB TRACT A THAT PORTION COMMENCING AT THE SECTION CORNER COMMON TO SEC 9 & 10 & 15 & 16 TH EAST 132 0.00 FT TH NORTH 416.00 TH WEST 104.00 FT TH NORTH 14.00 FT TO THE POB TH NORTH 432.00 FT TH EAST 104.00 FT TH S 40 DEG 41 MIN 30 SEC E 411.49 FT TH SOUTH 120.0 0 FT TH WEST 372.28 FT TO THE POB. KPB 17411207.

A CUP is required per HCC 21.12.030(m) for “more than one building containing a permitted principal use on a lot.” There are two existing dwellings on the property; a 3600 square foot, two-story dwelling and a 288 square foot dwelling. The applicant is applying to build a third 384 square foot dwelling building.

Anyone wishing to present testimony concerning this matter may do so at the meeting or by submitting a written statement to the Homer Advisory Planning Commission, 491 East Pioneer Avenue, Homer, Alaska 99603, by 4:00 p.m. on the day of the meeting.

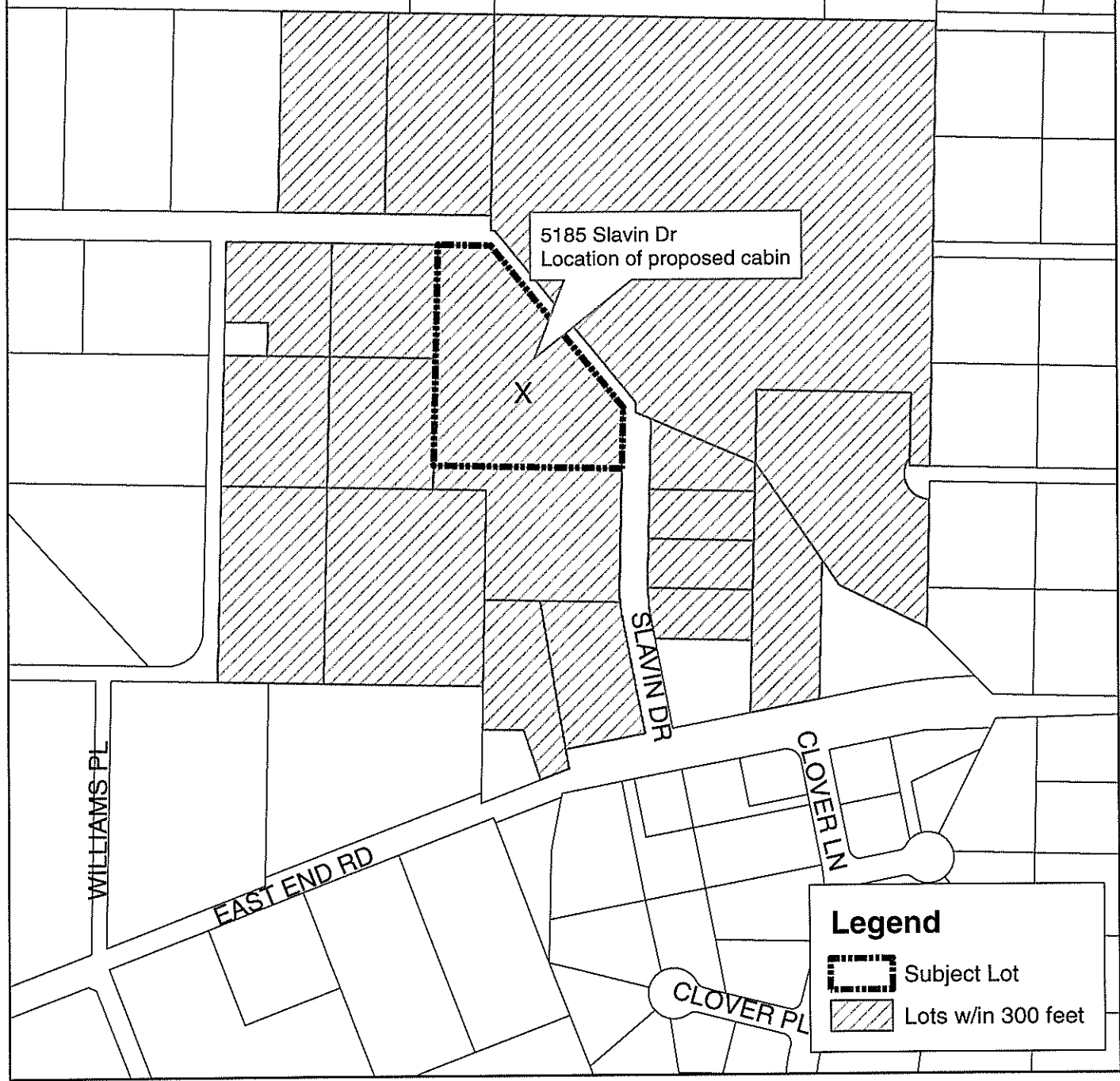
The complete proposal is available for review at the City of Homer Planning and Zoning Office located at Homer City Hall. For additional information, please contact Dotti Harness-Foster at the Planning and Zoning Office, 235-3106.

NOTICE TO BE SENT TO PROPERTY OWNERS WITHIN 300 FEET OF PROPERTY.

.....

VICINITY MAP ON REVERSE

Vicinity Map



Legend

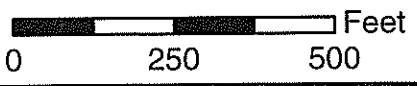
- Subject Lot
- Lots w/in 300 feet



City of Homer
Planning and Zoning Department
 August 27, 2015

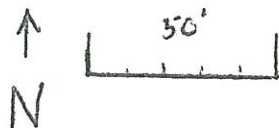
Request for Conditional Use Permit 15-04
 More than one building containing a permitted principal use on a lot

Lots w/in 300 feet are marked and land owners notified.



*Disclaimer:
 It is expressly understood the City of Homer, its council, board, departments, employees and agents are not responsible for any errors or omissions contained herein, or deductions, interpretations or conclusions drawn therefrom.*

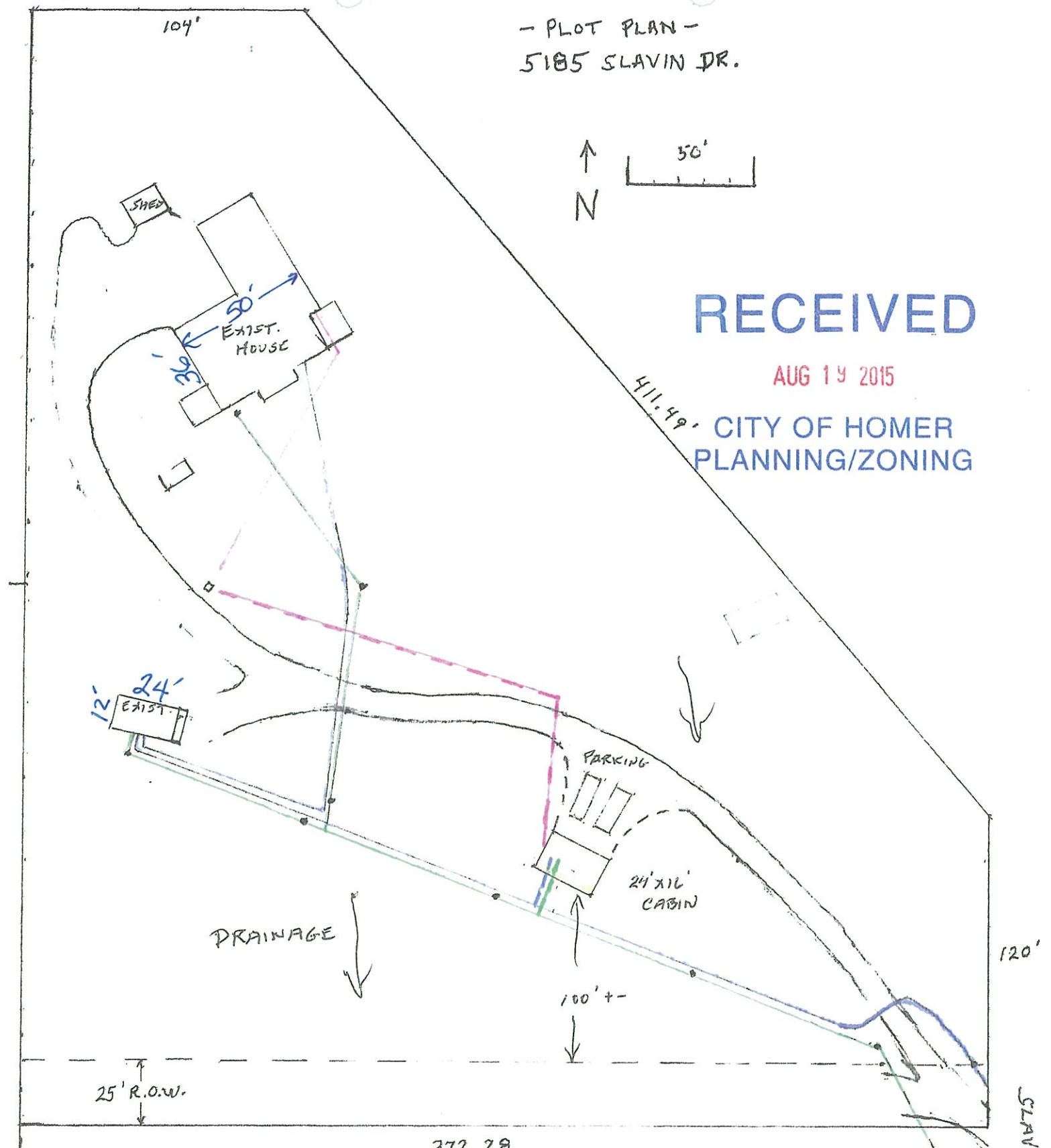
- PLOT PLAN -
5185 SLAVIN DR.



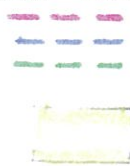
RECEIVED

AUG 19 2015

CITY OF HOMER
PLANNING/ZONING



PROPOSED NEW LINES



- U.G. ELEC.
- WATER
- SEWER

- NEW BUILDING

23

FRED + BECKY PFEIL
299-1716

Aerial Map





5185 Slavin Dr
Location of proposed cabin

Conservation Lands, KHLT

American Legion

Legend

-  Subject Lot
-  Lots w/in 300 feet

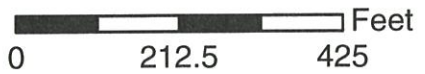


City of Homer
Planning and Zoning Department

August 27, 2015

Request for Conditional Use Permit 15-04
More than one building containing a
permitted principal use on a lot

Lots w/in 300 feet are marked and
land owners notified.



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or conclusions drawn therefrom.



City of Homer

www.cityofhomer-ak.gov

Planning

491 East Pioneer Avenue
Homer, Alaska 99603

Planning@ci.homer.ak.us

(p) 907-235-3106

(f) 907-235-3118

Staff Report PL 15-65

TO: Homer Advisory Planning Commission
FROM: Julie Engebretsen, Deputy City Planner
DATE: September 16, 2015
SUBJECT: 2016 Trail project recommendations

Introduction

At this meeting, Adele Person will be speaking regarding walkability in Homer, and some suggestions for construction projects. One particular area of interest that she has is safe walking and biking routes for school children attending West Homer Elementary and Homer Middle Schools.

The City has funds via the HART program (Homer Accelerated Roads and Trails) to build transportation improvements. Currently, $\frac{3}{4}$ % of 1% of sales tax is dedicated to road and trail improvements. 90% of the money goes into roads, and 10% into trails. (Commissioners should all have a copy of the HART policy manual if you'd like more information on this voter approved program; if you don't please tell staff.)

The balance on these accounts is sizable: over \$7,000,000 for roads and \$500,000 for trails. Without going in to too much detail, there are future expenses that will be paid for by these funds, like repaving, but overall there is funding available for the city to build improvements to increase pedestrian, cyclist and vehicle safety, and make it easier to get around Homer.

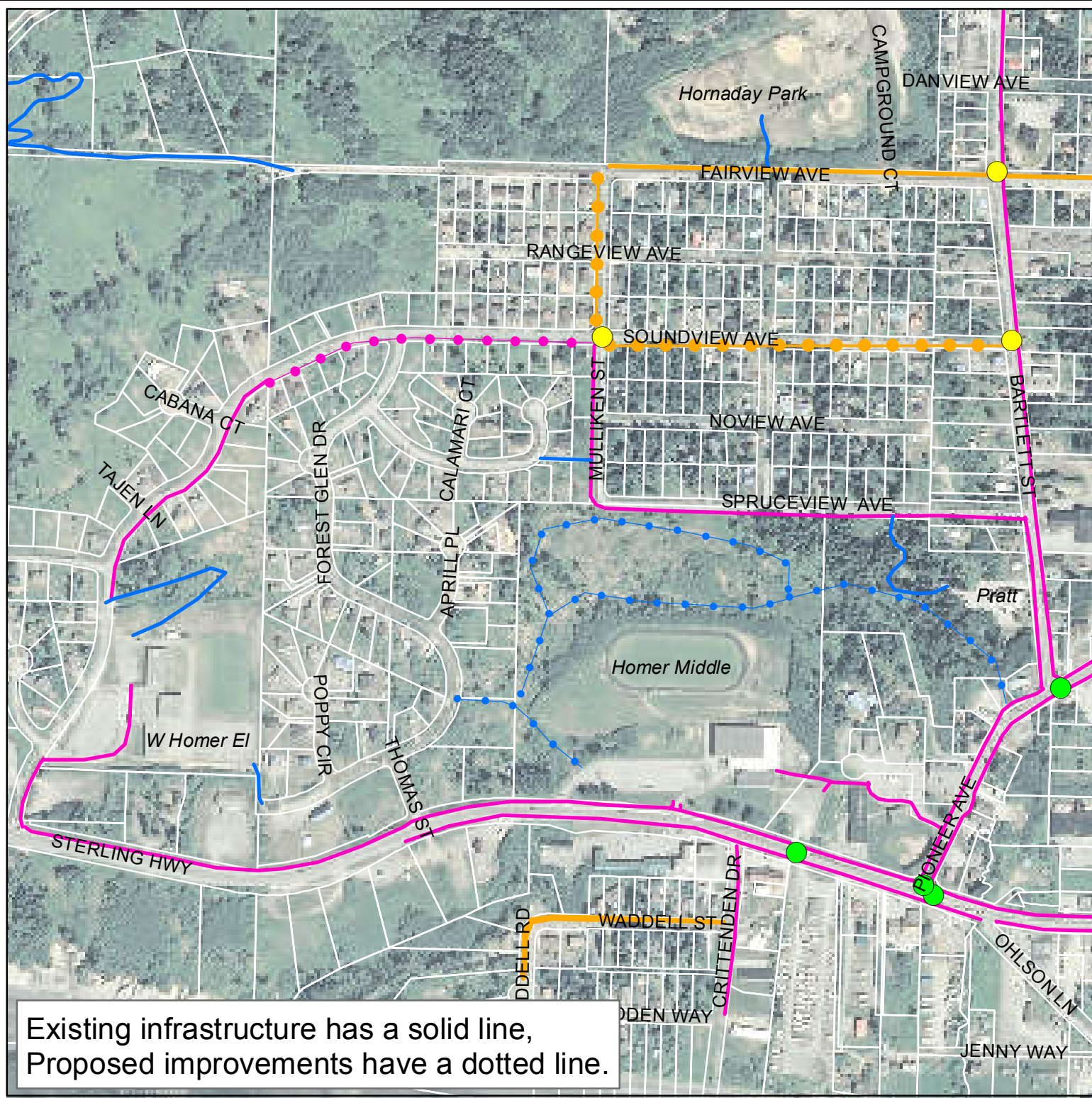
Annually, the Parks and Recreation Commission makes recommendations to the City Manager for projects. If there are projects supported in our adopted plans, the Manager generally includes them in the Manager's Budget to the City Council. This process is just a streamlined way to achieve project approval and funding. Past examples include the construction of Reber Trail, the creation of the Trail Design Criteria Manual, and Old Town Neighborhood Improvements. For both roads and trails, if a project is approved but comes in under budget, the funds are returned to the source account. Road money and trail money are accounted for separately. This year, the Parks and Rec Commission recommended three projects to the manager; see attachments.

Staff Recommendation

Mrs. Person will be presenting some ideas and project options to the Commission. If there are projects that the Commission supports, the Commission may make a recommendation to the Council and City Manager.

Attachments

1. Parks and Recreation Advisory Commission budget recommendations to the City Manager
2. HNMTTP Figure A, Sidewalks, Walkways and Safe Crossings
3. West Homer Area Map and possible improvements



Legend

Crosswalks

- Existing
- Proposed

Stripped Bike Lane

- Existing
- Proposed

Urban Trails

- Existing
- Partially Built

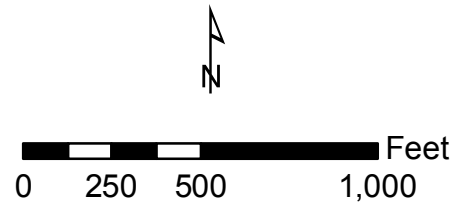
Sidewalks

- Existing
- Proposed

9/11/2015, P&Z

West Homer Transportation

Existing infrastructure has a solid line,
Proposed improvements have a dotted line.



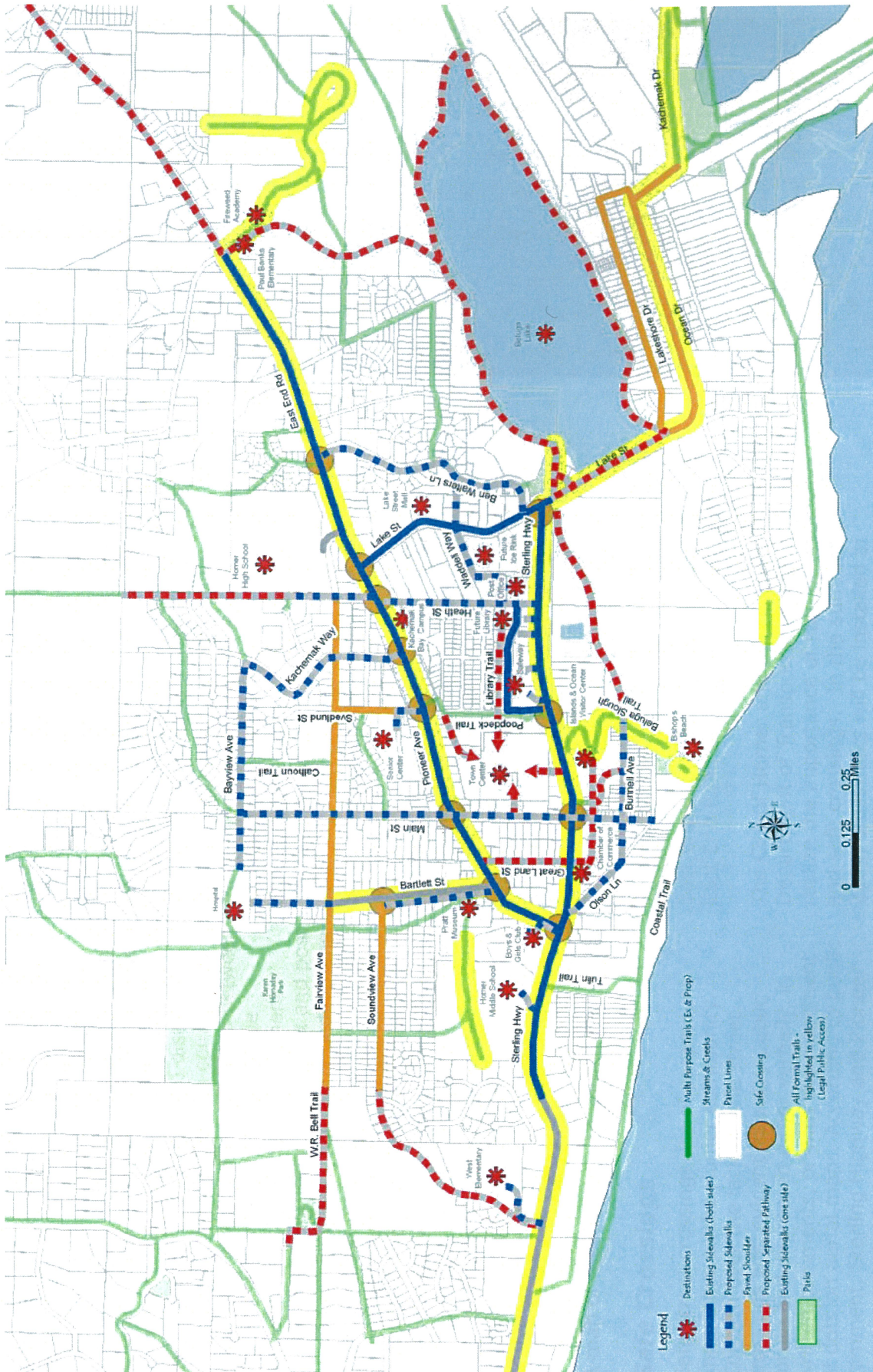


Figure A: Sidewalks, Walkways and Safe Crossings

**CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2016**

Requesting Department Parks and Recreation Advisory Commission Date _____

Level of Need: Urgent Essential Necessary Desirable

Request for Additional Personnel:
 Position Title _____
 Salary Range & Step _____
 Full-time
 Part-time Hours Per Year _____

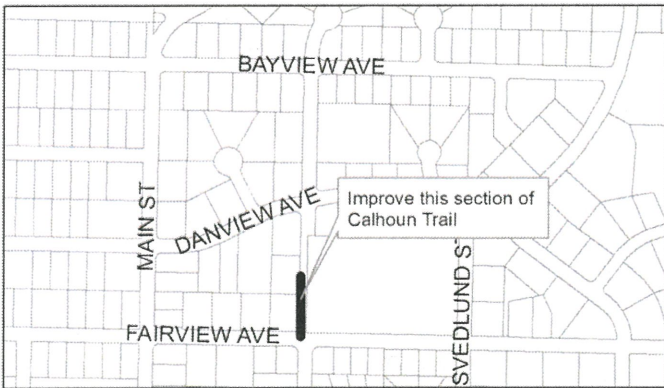
Request Other Than Personnel:
 Description Calhoun Trail work
 Fund Name: HART Trails

(FINANCE DEPT WILL COMPLETE)	
5101 Permanent Employees	_____
5102 Fringe Benefits	_____
5103 P/T Employees	_____
5104 Fringe Benefits P/T	_____
5105 Overtime	_____
Total Personnel Cost	_____

Account Name: HART Trails
 Account #: 165.375
 Estimated Cost: \$5,000

Justification:

The lower portion of Calhoun Trail, north of Fairview and adjacent to the Coast Guard Housing, is steep and needs some reworking.



Requestor's Name: P&R Advisory Commission

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

**CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2016**

Requesting Department Parks and Recreation Advisory Commission Date 8/20/2015

Level of Need: Urgent Essential Necessary Desirable

Request for Additional Personnel:

Position Title _____

Salary Range & Step _____

Full-time

Part-time Hours Per Year _____

Request Other Than Personnel:

Description Pedestrian and Bicycle Improvement

Fund Name: HART Roads

Account Name: 160.766

Account #: 160.766

Estimated Cost: \$5,000

(FINANCE DEPT WILL COMPLETE)	
5101 Permanent Employees	_____
5102 Fringe Benefits	_____
5103 P/T Employees	_____
5104 Fringe Benefits P/T	_____
5105 Overtime	_____
Total Personnel Cost	_____

Justification:

Funding for narrow lane striping on Heath Street, improved striping and signage on Soundview near West Homer Elementary School, crosswalk at Soundview and Mullikin. Other signage and striping as budget allows.

Requestor's Name: P&R Advisory Commission

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

**CITY OF HOMER
DEPARTMENT BUDGET REQUEST
YEAR 2016**

Requesting Department Parks and Recreation Advisory Commission Date 8/20/2015

Level of Need: Urgent Essential Necessary Desirable

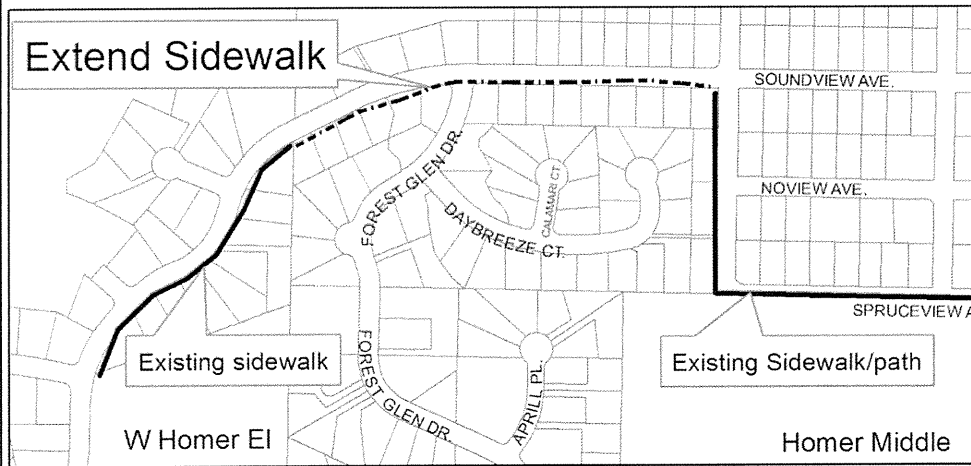
Request for Additional Personnel:
 Position Title _____
 Salary Range & Step _____
 Full-time
 Part-time Hours Per Year _____

Request Other Than Personnel:
 Description Soundview Sidewalk Extension
 Fund Name: HART Roads

(FINANCE DEPT WILL COMPLETE)	
5101 Permanent Employees	_____
5102 Fringe Benefits	_____
5103 P/T Employees	_____
5104 Fringe Benefits P/T	_____
5105 Overtime	_____
Total Personnel Cost	_____

Account Name: HART Roads
 Account # 160.766
 Estimated Cost: \$75,000

Justification: Extend existing sidewalk on Soundview Ave east, to Mullikin St. Provides pedestrian connection from just short of West Homer El, east to Bartlett.



Requestor's Name: P&R Advisory Commission

Department Head Approval: _____

City Manager Recommendation: _____ Date _____

Approved _____

Denied _____

Comments _____

2015 Homer City Council Meetings
Homer Advisory Planning Commission Attendance

It is a goal of the Commission to have a member speak regularly to the City Council at council meetings. There is a special place on the council's agenda specifically for this. After the Council approves the consent agenda, there is a spot for visitors, and then agenda item number seven, announcements, reports from Commissions, the Borough, etc. That is when you would jump up and speak. If the mayor moves on to public hearings, you have waited too long! Typically if there is no visitor or special presentation, you would be talking within the first half hour (or less) of the Council meeting. The Regular meeting start time is 6:00 p.m.

Each commissioner is assigned a month and is responsible for attending one of the two council meetings, ***OR finding another commissioner to do it in their place*** if they will not be attending the meeting.

<u>Meeting Date</u>	<u>Commissioner</u>
September 14, 28	_____
October 12, 26	_____
November 9, 23	_____
December 14	_____

Budget is given to department heads in July, August to return to city manager for first presentation to council on September.

Budget related council meetings, check schedule at that time: October, November, December

The regular December meeting is when the Budget is finally approved by City Council.

Any Special Meetings are usually schedule the first Monday of the month.



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

491 East Pioneer Avenue
Homer, Alaska 99603

citymanager@cityofhomer-ak.gov

(p) 907-235-8121 x2222

(f) 907-235-3148

City Manager's Report

TO: Honorable Mayor Wythe and Homer City Council
FROM: Katie Koester, City Manager
DATE: September 9, 2015
SUBJECT: City Manager's Report

Letters of Support for Kachemak Bay State Park Trail Projects

Last year City Manager Wrede wrote a letter of support for Kachemak Bay State Parks to apply for a trail restoration project on the Saddle Trail through the Recreation Trail Grant (RTG) Program within AK State Parks. Phase 1 of the project is complete and the Park is requesting City support for another RTP grant to continue with Phase 2.

They are also requesting City support for a RTP Grant for the south end of the Moose Valley and Poot Peak Trails. I have included draft letters of support in the City Manager's report and will forward them on to the local State Park office with your approval.

Update on the Natural Gas Special Assessment District (SAD)

Memo 15-153 includes updates relating to the status of payments on individual parcels and the proposed grace period for the assessment deadline. However, there are other items related to the Natural Gas HSAD I would like to update the Council on.

First Loan Payment to Borough

The City of Homer made a payment to the Borough on August 31 (\$205,836 in interest and \$4,094,163 in principal). This represented almost a third of the total amount due (\$12.3M) and probably our single largest payment as we were able to combine the assessments that had been paid to date, including many in full, the free main allowance and the payments on City lots. The City will likely make another payment towards principal once the first payments are collected in an effort to minimize the amount of interest the City accrues. The City of Homer has paid \$586,977 in interest so far for 2015. Outstanding balance as of August 31, 2015 is \$8,265,224.

Change in Due date of Loan Payments

I will be asking the Council to request the Borough to change the date our loan payments are due from April 1 every year to September 1. The City collects payment on July 1, it does not make sense for us to hold on to the payments for 10 months and pay interest on them. The Borough has been very agreeable to this change and I expect to have an Ordinance before you at the next meeting.

Low Income Deferrals that Come in After September 1

Ordinance 13-07(A)(S) outlining the procedure for low income deferrals states that applications for a low income deferral are due on the first due date of the assessment for the first year and by April 15 every subsequent year. September 14 is the last date for the Council to consider low income deferrals that were filed in a timely manner for 2015. Subsequent years low income deferrals are due by April 15th. However, Ordinance 13-07(A)(S), does allow the City to waive the requirement to file a timely application for good cause. There is no provision that says the applicant must be in good standing. Therefore, the Clerk's Office will continue to forward low income deferral requests to Council.

CERT Class

Chief Painter will be conducting a Community Emergency Response Team (CERT) class starting at the end of September. The CERT Program educates people about disaster preparedness for hazards that may impact their area and trains them in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations. See the attached flyer for more information.

Homer Public Library Staff Increasing Skills

Homer Public Library employee Holly Brennan passed her Comp TIA+ test in Anchorage and now is certified in many aspects of IT services at the library. This means that the library has someone on staff to troubleshoot and help with IT issues. Congrats Holly!

Janitor Request for Proposal (RFP)

In an attempt to see if privatizing janitorial services could save the City money, the City Council authorized an RFP for janitorial services. Superintendent Dan Gardner details results of the RFP in the attached memo. Combined with the cost the City would incur in penalties from the state (PERS) for terminating a class of employees, it would not be economical to privatize janitorial services. Public Works will fill the vacant janitor position permanently, that has been filled with a temporary hire all summer. Janitorial staff has not increased at the City in years, meanwhile we have acquired hundreds of square feet of space: new Library, City Hall, Port and Harbor building, etc. Public Works is committed to finding ways to help the current staff keep up, including considering reducing the level of service at facilities with less traffic, such as City Hall.

Homer Best Place to Retire in Alaska According to SmartAsset

According to a study funded by SmartAsset, a financial technology company, Homer is the number one place to retire in Alaska. SmartAsset ranked the cities with the most recreational and social opportunities for retirees. Their index factors in the number of recreation centers and retirement centers available to seniors as well as what percentage of the city's population they represent.

Beach Policy Memo

As a follow up to the conversation surrounding City of Homer Beach Policy and the Kachemak Bay Critical Habitat Area, City Attorney Klinkner has drafted the attached memo, regulation of motorized vehicles on beaches.

ENC:

Letters of support for Kachemak Bay State Park trail grants

CERT flyer

Memo from Public Work's Superintendent Dan Gardner on Janitor RFP

SmartAsset email on Homer best place to retiree rank

Memo from City Attorney Klinkner: Regulation of Motorized Vehicles on Beaches



KENAI PENINSULA BOROUGH

PLANNING DEPARTMENT

144 North Binkley Street • Soldotna, Alaska 99669-7520

PHONE: (907) 714-2200 • **FAX:** (907) 714-2378

Toll-free within the Borough: 1-800-478-4441, Ext. 2200

www.borough.kenai.ak.us

MIKE NAVARRE
BOROUGH MAYOR

August 25, 2015

NOTICE OF DECISION KENAI PENINSULA BOROUGH PLAT COMMITTEE

MEETING OF AUGUST 24, 2015

RE: High Tide Replat

The Plat Committee reviewed and granted conditional approval of the subject preliminary plat during their regularly scheduled meeting of August 24, 2015 based on the findings that the preliminary plat meets the requirements of the Kenai Peninsula Borough Code 20.25; 20.30; 20.40 and 20.60.

An amendment motion passed by unanimous consent to grant exception to KPB 20.30.170, Block Length based on the following findings.

Findings

1. The replat is within the City of Homer.
2. Development within the subdivision must comply with the requirements of the zoning district.
3. Homer Advisory Planning Commission reviewed the plat on July 15, 2015.
4. Homer Advisory Planning Commission did not discuss or voice concern about block length.
5. The proposed plat adjoins airport property.
6. Block length cannot comply with 20.30.170 due to the airport.
7. The airport property adjoins dedicated, maintained public right-of-way.
8. Sufficient rights-of-way exist to serve the surrounding parcels.
9. No surrounding parcels will be denied access.

This notice and unapproved minutes of the subject portion of the meeting were sent August 25, 2015 to:

City of: City of Homer
491 East Pioneer Avenue
Homer, AK 99603

Advisory Planning Commission/Community Council: Homer Advisory Planning Commission
491 East Pioneer Avenue
Homer, AK 99603

Survey Firm: Seabright Survey + Design
1044 East Road #A
Homer, AK 99603

Subdivider/Petitioner: Dragonfly, LLC
674362 Bridger Rd
Homer, AK 99603-9213

High Tide LLC
64362 Bridger Rd
Homer, AK 99603

KPB File Number: 2015-092