

1. CALL TO ORDER

Session 23-10, a Regular Meeting of the Planning Commission was called to order by Chair Scott Smith at 6:32 p.m. on May 17, 2023 at the Cowles Council Chambers in City Hall, located at 491 E. Pioneer Avenue, Homer, Alaska, and via Zoom Webinar. The worksession was canceled by the City Planner.

PRESENT: COMMISSIONERS BARNWELL, CHIAPPONE, HIGHLAND, SMITH, STARK, VENUTI

ABSENT: COMMISSIONER CONLEY (EXCUSED)

STAFF: ACTING CITY PLANNER FOSTER, CITY CLERK JACOBSEN

2. AGENDA APPROVAL

HIGHLAND/BARNWELL MOVED TO APPROVE THE AGENDA AS PRESENTED.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

3. PUBLIC COMMENTS 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. CONSENT AGENDA All items on the consent agenda are considered routine and non- controversial by the Planning Commission and are approved in one motion. If a separate discussion is desired on an item, a Commissioner may request that item be removed from the Consent Agenda and placed on the Regular Agenda under New Business. No Motion is necessary

5.A. PC Meeting Minutes
Unapproved Regular Meeting Minutes of May 3, 2023

5. B. Decisions and findings CUP 23-05 4063 Pennock Street

Commissioner Highland requested item 5.B. CUP 23-05 decisions and findings be moved to new business.

HIGHLAND/VENUTI MOVED TO ADOPT THE CONSENT AGENDA CONTAINING THE MINUTES OF MAY 3RD.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

6. PRESENTATIONS / VISITORS

7. REPORTS

7. A. Staff Report 23-033, City Planner's Report

Acting City Planner Foster provided a staffing update, explaining that he is serving as Acting City Planner and spending time getting up speed with the Homer Zoning Code, and also with applications and inquiries from citizens. Courtney Dodge has moved from part time to full time Planning Assistant. Both are new and learning as they go along, but he feels they are doing well with the goal of continuing to process applications and inquiries that come into the department. His main goal is to ensure there isn't a gap in the services the department provides.

He reviewed information in his staff report including Council actions at their May 8th meeting, highlighting Resolution 23-049(A) encouraging in-person attendance by members at Board and Commission meetings and Resolution 23-050(A) supporting creation of a work group to develop recommendation on merging Homer Volunteer Fire Department with the Borough service areas.

Mr. Foster reported the draft Transportation Plan is still under staff review and will come before the Commission for their review as soon as it's available. He advised the Commission of the notice of appeal of the Planning Commission's decision on CUP 23-04 and reminded them that there's a chance the matter could come back before the Commission and encouraged them not to discuss until it's resolved.

Chair Smith asked if anyone was able to report to Council at their May 22nd meeting. No one expressed their availability and Chair Smith said he'd submit a written report.

Commissioner Barnwell said he heard from people who are working on the Transportation Plan that the final draft is complete and made a formal request that it be given to at least him, because he'd like to review it. Commissioner Highland added that when the Transportation Advisory Committee was disbanded, transportation matters were shifted to the Planning Commission, so they should get it for review. Staff explained that the draft Transportation Plan will be provided to the Commissions for review prior to adoption by Council and that it wouldn't be appropriate for them to receive and provide input individually outside of a Commission meeting.

There was brief discussion regarding the update to title 21 and the pending status of the funding being put in the capital budget for the Comp Plan re-write, and staffing in the Planning Department.

8. PUBLIC HEARINGS

9. PLAT CONSIDERATION

10. PENDING BUSINESS

11. NEW BUSINESS

11. A. Decisions and findings CUP 23-05 4063 Pennock Street

VENUTI/HIGHLAND MOVED TO CORRECT THE DECISIONS AND FINDINGS FOR CUP 23-05 4063 PENNOCK STREET.

VENUTI/HIGHLAND MOVED TO AMEND THE DECISIONS AND FINDINGS IN THE LAST PARAGRAPH UNDER INTRODUCTION TO READ: AT THE MAY 3, 2023, MEETING OF THE COMMISSION, FIVE MEMBERS WERE PRESENT. COMMISSIONERS CHIAPPONE AND STARK WERE ABSENT. COMMISSIONER VENUTI WAS DETERMINED TO HAVE A CONFLICT OF INTEREST AND WAS RECUSED. THE COMMISSION APPROVED CUP 2023-05 UNANIMOUSLY WITH TEN FINDINGS AND TWO CONDITIONS.

There was brief discussion explaining the amendment.

VOTE (amendment): NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

There was no further discussion on the main motion as amended.

VOTE (main motion as amended): NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

12. INFORMATIONAL MATERIALS

12. A. City Manager's Report for May 8, 2023

12. B. City of Homer Newsletter May 2023

12. C. Resolution 23-0xx, A Resolution of the City Council of Homer, Alaska, Amending the Regular Meeting Schedule and Meeting Time for the Port & Harbor Advisory Commission and the Regular Meeting Schedule for the Planning Commission. City Clerk.

12. D. Homer Harbor Expansion Design Charrette Schedule

Commissioner Highland asked about advertising for the charrette and City Clerk Jacobsen confirmed it was in the Homer News and on the City website, but wasn't sure where else it might have been noticed.

COMMENTS OF THE AUDIENCE Members of the audience may address the Commission on any subject. (3 min limit)

COMMENTS OF THE STAFF

City Clerk Jacobsen said it was good to be here tonight.

Acting City Planner Foster had no comments.

13. COMMENTS OF THE COMMISSION

Commissioner Stark thanked everyone and hopes to be back in person soon. He thanked everyone for their input tonight.

Commissioner Venuti likes short meetings but feels guilty since there's a lot going on. He hope's Ryan is interested in the City Planner position.

Commissioner Highland welcomed Acting City Planner Foster.

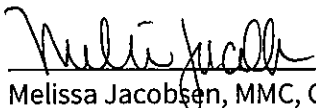
Commissioner Chiappone thanked Acting City Planner Foster for taking the reins.

Commissioner Barnwell welcomed Acting City Planner Foster and thanked everyone for a good meeting.

Chair Smith commented it will take some time for welcomed Acting City Planner Foster to get used to the job and anticipates there will be plenty of topics on the table in the near future.

14. ADJOURNMENT

There being no further business to come before the Commission Chair Smith adjourned the meeting at 7:12 p.m. The next Regular Meeting is Wednesday, June 7th, 2023 at 6:30 p.m. A Worksession is scheduled for 5:30 p.m. All meetings are scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar. Meetings will adjourn promptly at 9:30 p.m. An extension is allowed by a vote of the Commission.



Melissa Jacobsen, MMC, City Clerk

Approved: June 7, 2023