

## **CALL TO ORDER**

Session 24-09, a Regular Meeting of the Planning Commission was called to order by Chair Scott Smith at 6:30 p.m. on May 15, 2024 at the Cowles Council Chambers in City Hall, located at 491 E. Pioneer Avenue, Homer, Alaska, and via Zoom Webinar.

**PRESENT:** COMMISSIONERS BARNWELL, HIGHLAND, SCHNEIDER, SMITH, STARK & VENUTI

**ABSENT:** COMMISSIONERS CONLEY (EXCUSED)

**STAFF:** DEPUTY CITY CLERK PETTIT, CITY PLANNER FOSTER

## **AGENDA APPROVAL**

Chair Smith read the supplemental items into the record and requested a motion and a second to approve the agenda as amended.

HIGHLAND/BARNWELL MOVED TO APPROVE THE AGENDA AS AMENDED.

There was no discussion.

VOTE: NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

## **PUBLIC COMMENTS ON ITEMS ALREADY ON THE AGENDA**

## **RECONSIDERATION**

## **CONSENT AGENDA**

Chair Smith noted for the record that 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. He then requested a motion and second to adopt the consent agenda.

A. Unapproved Regular Meeting Minutes of May 1, 2024

HIGHLAND/BARNWELL MOVED TO ADOPT THE CONSENT AGENDA AS PRESENTED.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT

Motion carried.

## **PRESENTATIONS/VISITORS**

### **REPORTS**

A. City Planner's Report, Staff Report 24-019

City Planner Foster began his review of Staff Report 24-019. He provided the Commission with the remainder of Agnew::Beck's schedule during their second community visit, noting that they would be attending the Parks, Art, Recreation & Culture Advisory Commission's work session on May 16<sup>th</sup> at 4:30 p.m., before meeting with the Comprehensive Plan Steering Committee on Friday morning to debrief from all of the comprehensive plan activity over the past week. Mr. Foster shared that the City has received a request for more information regarding a FEMA BRIC (Building Resilient Infrastructure and Communities) grant application. He added that the grant is in relation to adopting local building code here in Homer, and that this wasn't a project award. He added that it's apparent to him that Homer has made it to the final group of applicants, which is why FEMA is requesting more information regarding the application. Lastly, Mr. Foster informed the Commission that the agenda for the June 5<sup>th</sup> meeting is pretty full with three conditional use permits and two plat considerations on the agenda.

B. Comp Plan Steering Committee Report Unapproved CPSC Meeting Minutes for March 18, 2024

Commissioner Barnwell stated that a great deal of time has been spent ironing out the details in Agnew::Beck's schedule (meetings with the public, the survey, the interactive map, etc.). He added that a recurring question he hears being asked is how the phasing of the Comprehensive Plan will differ from that of the Title 21 rewrite. He made a final point that the implementation of the Comprehensive Plan consists of things like the Transportation Plan and the Spit Comprehensive Plan.

### **PUBLIC HEARINGS**

A. Staff Report 24-020, Conditional Use Permit (CUP) 24-05

City Planner Foster reviewed his staff report within the packet.

Chair Smith invited the applicant to speak to the application, but the applicant declined to do so. Chair Smith then opened the public hearing portion of Staff Report 24-020. With no members in Council Chambers, and no one wishing to speak on Zoom, Chair Smith closed the public hearing portion.

Chair Smith then opened the floor to comments from the Commission.

Commissioner Highland asked if there was any slope to be concerned about in regards to this CUP. Chair Smith referred Ms. Highland to page 25 of the packet and deduced that there was probably about a 25-35 foot elevation change. City Planner Foster added that the area that's being proposed appears to be a flat portion of the five-acre site. He reasoned that's likely why the four dwellings have been arranged on the half closest to Mission Road, given the topography throughout the rest of the site. Mr. Foster also stated that topography is something that's looked at with more scrutiny during the zoning permit stage, and that he doesn't foresee any major concerns at the conditional use permit stage.

Commissioner Highland inquired about the adequacy of the three leach fields for the four dwellings, noting they are on the opposite side of the gravel driveway and questioning if this setup is sufficient. City Planner Foster responded that at the zoning permit stage, the system must meet ADEC (Alaska Department of Environmental Conservation) standards. He noted that licensed builders must construct the system to these standards, and that final approval comes from the installation process according to the preliminary engineering work for the septic system.

SCHNEIDER/BARNWELL MOVED TO APPROVE CONDITIONAL USE PERMIT 24-05, STAFF REPORT 24-020 WITH FINDINGS 1-10 AND CONDITION ONE: THE APPLICANT WILL INSTALL APPROVED COMMUNITY SEWER SERVICE TO THE STRUCTURES, AND CONDITION TWO: OUTDOOR LIGHTING MUST BE DOWN LIT PER HCC 21.59.030 AND THE COMMUNITY DESIGN MANUAL.

There was no discussion.

VOTE: NON-OBJECTION: UNANIMOUS CONSENT.

Motion carried.

## **PLAT CONSIDERATIONS**

## **PENDING BUSINESS**

## **NEW BUSINESS**

## **INFORMATIONAL MATERIALS**

- A. PC Annual Calendar
- B. 2024 Meeting Dates & Submittal Deadlines
- C. Comprehensive Plan Survey Flyer

Chair Smith noted the informational materials and directed the Commission's attention to the Comprehensive Plan Survey Flyer. He reminded Commissioners of the upcoming website portion that will include the interactive map. He urged the Commissioners to do some work to encourage their neighbors to participate in the Comprehensive Plan.

## **COMMENTS OF THE AUDIENCE**

## **COMMENTS OF THE STAFF**

## **COMMENTS OF THE MAYOR/COUNCIL MEMBERS**

## **COMMENTS OF THE COMMISSION**

Commissioner Highland noted that this was another quick meeting.

Commissioner Venuti thanked the Commissioners for their service.

Commissioner Stark thanked Chair Smith for chairing the meeting even though he wasn't feeling well.

Commissioner Schneider welcomed back Chair Smith and thanked the Commission.

Commissioner Barnwell noted that it was a great work session with Agnew::Beck and thanked the Commission.

Chair Smith thanked everyone for continuing their service and stated that it was good to be back.

### **ADJOURNMENT**

There being no further business Vice Chair Barnwell adjourned the meeting at 7:06 p.m. The next regular meeting is scheduled for **Wednesday, June 5, 2024 at 6:30 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.

---

ZACH PETTIT, DEPUTY CITY CLERK I

Approved: \_\_\_\_\_