



Homer City Hall

491 E. Pioneer Avenue

Homer, Alaska 99603

www.cityofhomer-ak.gov

City of Homer Agenda

Planning Commission Worksession

Wednesday, April 6, 2022 at 5:30 PM

Cowles Council Chambers and via Zoom Webinar

Webinar ID: 93628153389 Password: 865591

Dial (669)900-6833 or (253)215-8782 or Toll Free (877) 853-5247 or (888) 788-0099

CALL TO ORDER, 5:30 P.M.

AGENDA APPROVAL

DISCUSSION OF ITEMS ON THE REGULAR MEETING AGENDA

DISCUSSION TOPIC(S)

- A. Staff Report 22-25, Rural Residential to Urban Residential Zoning District, West Homer Area **page 41 of the regular meeting packet**

COMMENTS OF THE AUDIENCE (3 minute time limit)

ADJOURNMENT, 6:20 P.M.

Next Regular Meeting is Wednesday, April 20, 2022 at 6:30 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.



Homer City Hall

491 E. Pioneer Avenue

Homer, Alaska 99603

www.cityofhomer-ak.gov

City of Homer Agenda

Planning Commission Regular Meeting

Wednesday, April 6, 2022 at 6:30 PM

Cowles Council Chambers and via Zoom Webinar

Webinar ID: 979 8816 0903 Password: 976062

Dial: 1 669 900 6833 or 1 253 215 8782 Toll Free 1 877 853 5247 or 1 888 788 0099

CALL TO ORDER, 6:30 P.M.

AGENDA APPROVAL

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).

RECONSIDERATION

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.

- A. Planning Commission Regular Meeting Minutes of March 16, 2022 **p. 1**

PRESENTATIONS / VISITORS

REPORTS

- A. Staff Report 22-23, City Planner's Report **p. 8**

PUBLIC HEARINGS

- A. Staff Report 22-24, Conditional Use Permit 22-02, a request to allow eighteen dwellings at 2161 East End Road **p. 13**

PLAT CONSIDERATION

PENDING BUSINESS

- A. Staff Report 22-25, Rural Residential to Urban Residential District, West Homer Area **p. 41**

NEW BUSINESS

- A. Staff Report 22-26, Tiny Homes **p. 47**

INFORMATIONAL MATERIALS

- A. City Manager's Report for Mar. 29, 2022 **p. 67**
- B. Kenai Peninsula Borough Notice of Decisions **none**
- C. Planning Commission Calendar **p. 98**

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

COMMENTS OF THE STAFF

COMMENTS OF THE COMMISSION

ADJOURNMENT

Next Regular Meeting is Wednesday, April 20, 2022 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.

Session 22-04, a Regular Meeting of the Planning Commission was called to order by Vice Chair Roberta Highland at 6:32 p.m. on March 16, 2022 at the Cowles Council Chambers in City Hall located at 491 E. Pioneer Avenue, Homer, Alaska, and via Zoom Webinar.

PRESENT: COMMISSIONERS CHIAPPONE, HIGHLAND, VENUTI, CONLEY, AND BENTZ

ABSENT: COMMISSIONERS SMITH AND BARNWELL (EXCUSED)

STAFF: CITY PLANNER ABBOD
DEPUTY CITY CLERK KRAUSE
CITY CLERK MELISSA JACOBSEN

APPROVAL OF THE AGENDA

CONLEY/BENTZ MOVED TO APPROVE THE AGENDA.

There was a brief discussion on when it would be appropriate to discuss the section of the minutes regarding the memorandum to City Council.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

PUBLIC COMMENTS ON ITEMS ALREADY ON THE AGENDA

RECONSIDERATION

CONSENT AGENDA

A. Planning Commission Regular Meeting Minutes of March 2, 2022

Vice Chair Highland introduced the item on the Consent Agenda and requested assistance from the Clerk on the process. Deputy City Clerk Krause explained that Commissioner Venuti can request the minutes be moved to the regular agenda.

Vice Chair Highland requested a motion and second.

VENUTI/BENTZ MOVED TO REQUEST THE MINUTES BE MOVED TO THE REGULAR AGENDA.

There was brief clarification where on the regular agenda that the minutes would be placed.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

PRESENTATIONS / VISITORS

REPORTS

A. Staff Report 22-20, City Planner's Report

City Planner Abboud provided a summary of Staff Report 22-20 and highlighted the following:

- City Council on Monday passing the Charles Way Special Assessment District
- moving ahead with green infrastructure items
- discussion during the City Council Committee of the Whole regarding the large retail parking with Council being very receptive to changes
- Final stages of working out the permitting software
- Received a few inquiries on the rural residential rezone update
- City project to replace a water transmission line that comes down from the hill
- City Council visioning event – biggest item do far is the restructuring of city departments
 - Julie Engebretsen has been promoted to Economic Development Manager
 - Creating a Building Department
- Bringing forth item at the next meeting regarding tiny homes on chassis as he has received some inquiries and current code does not address them.
- Encouraged a Commissioner to report at the next Council meeting
 - Commissioner Bentz volunteered after brief clarification was provided on the next Council meeting date and time

PUBLIC HEARINGS

PLAT CONSIDERATION

A. Staff Report 22-21, Lloyd Race & Eker Estates Lujan 2022 Replat Preliminary Plat

Vice Chair Highland introduced the item by reading of the title.

City Planner Abboud provided a summary of Staff Report 22-21 for the Commission. He commented on the following points:

- Lot 15 A has a long narrow panhandle configuration and can be accessed from Mission Road and Baranof
- City requests for easements for drainage and utilities
- Additional right of way dedication to effect a 40 foot right of way to correct something that was not built to code prior to annexation.

After a brief delay it was determined that there was no applicant present and Vice Chair Highland opened the public comment period.

Mr. Jack Ginnever, neighboring property owner, expressed concerns on the easements referenced for Mission Road and asked about additional ordinances or limitations that may affect his property or others in this area.

City Planner Abboud responded to the concerns of Mr. Ginnever stating that the right of way would not affect any properties outside the proposed actions. He then clarified that the easements would not affect any private lands outside the subject area.

Vice Chair Highland closed the public comment period and opened the floor to questions from the Commission, hearing none, she requested a motion and second.

VENUTI/BENTZ MOVE TO ADOPT STAFF REPORT 22-21 AND RECOMMEND APPROVAL OF THE LLOYD RACE & EKER ESTATES LUJAN 2022 PRELIMINARY PLAT TO SHIFT A COMMON LOT LINE BETWEEN TWO PARCELS RESULTING IN TWO PARCELS OF ROUGHLY FIVE ACRES EACH.

City Planner Abboud provided clarification that staff recommendations should be included in the motion for the record in response to questions from Vice Chair Highland.

VENUTI/BENTZ MOVED TO AMEND THE MOTION TO INCLUDE STAFF RECOMMENDATIONS:

- 1.DEDICATE A 15 FOOT UTILITY EASEMENT FRONTING RACE ROAD.
2. DEDICATE A 30 FOOT DRAINAGE EASEMENT CENTERED ON THE CREEK.
- 3.DEDICATE A 15 FOOT UTILITY EASEMENT ALONG MISSION ROAD AND BARANOF AVENUE
4. MISSION ROAD APPEARS TO BE 40 FEET WIDE ALONG LOT 1 A. VERIFY THE WIDTH OF MISSION ROAD ALONG LOT 1-A AND DEDICATE ANY ADDITIONAL RIGHT OF WAY NEEDED TO CREATE FORTY FEET OF RIGHT OF WAY FROM CURRENT CENTER OF THE RIGHT OF WAY AS SHOWN ON THE MAP, NOT AS CONSTRUCTED.)

There was no discussion.

VOTE (Amendment) NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

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

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PENDING BUSINESS

NEW BUSINESS

- A. Staff Report 22-22, 2022 Local Hazard Mitigation Plan

Vice Chair Highland introduced the item and invited City Planner Abboud to provide his report for the Commission.

City Planner Abboud provided a summary of Staff Report 22-22 for the Commission noting the processes to date and next steps.

City Planner Abboud facilitated discussion on the draft local hazard mitigation plan for the following points:

- Coordination with existing plans such as the Transportation Plan and Comprehensive Plan
Table 2-3: Existing Plans and reports - Opportunity to incorporate information from or point to these plans in more detail:

Comp Plan: The land use planning process can help drive investments in nearly every type of nature-based solution to natural hazards. Preserving parks and greenways before all remaining land is developed may be most important.

Transportation Plan: Managing flooding and erosion

- Section 3: Hazard Identification Climate Change:

- Add bullet: Introduction of harmful or invasive species, with changing weather patterns and warming creating a change in the migration patterns.
 - If the species have a more prolonged existence in the County, there may also be a greater number of infestation events or a higher value of loss tied to infestation. Some invasive plants have been shown to destabilize soil due to high densities and shallow root systems, negatively impacting nearby buildings and septic systems. Other invasive plant species such as have been known to clog culverts and streams, increasing flooding risk. Utilities may be interrupted by invasive plants, blocking the water intakes of treatment plants and power generation facilities. Marine invasive can be hazardous to port and harbor facilities, including biofouling of encrusting organisms like tunicates, and habitat and bank stabilization issues with European Green Crab.¹

- Pg 43. Flooding. Recurrence probability. Address fall flood events- frozen ground with extensive rainfall. Less predictable events with changing climate and weather patterns.

- Section 5: Mitigation Strategy

- 5-2 wrong heading on pg 63. Human not financial resources
- Financial resources include:
 - Other External Grants:
 - In addition to applying for hazard mitigation grants, this community could apply for habitat conservation grants, water quality grants, and coastal resilience grants.
 - NOAA's Community-Based Restoration Program
 - National Coastal Resilience Fund
 - Capital Improvement Plan
 - Stormwater Utility Fees and Incentives
 - Clean Water State Revolving Fund (EPA)
 - Incentivizing Private Investment
- Mitigation: Actions might include wetland protection, low impact development, and use of green infrastructure

- Table 5-3: Planning and Policy Resources for Hazard Mitigation

- Add other city zoning code? Or Building Code?
 - One of the most cost-effective ways to safeguard our communities against natural disasters is to adopt and follow hazard-resistant building codes. Not only are casualties

¹ Resource provided by Commission Bentz:

https://www.tompkinscountyny.gov/files2/planning/Climate_Adaptation/Section%205.4.6%20-%20Infestation%20and%20Invasive_032521_dfr.pdf

reduced, but the cost of building damage is also reduced during a natural disaster.

Building codes also help communities get back on their feet faster by minimizing indirect costs such as business interruptions and lost income.

- 5.4 Table 5-6: Recommended action Add: Property buyout of wetlands with green infrastructure value
 - Inclusion of the information on earthquakes, expressed concerns on the hillside behind the hospital and then questioned the steep slopes code and if that should be reviewed.

City Planner Abboud responded that they can revisit the code and there is always room for improvement, he reported that he has been working with the Public Works Director/City Engineer on the coastal setback items which fits into the steep slope guidelines and can get more complex but they can have an evaluation done as it plays along with erosion and destabilization. They are better off than most communities in Alaska but not to the degree that California is.

Further discussion on these topics ensued:

- the condition of the Bridge Creek Dam
 - o this has not been spoken of pointedly
 - o not sure of any mitigation proposals if something happened with the dam
- Page 60, Emergency Shelters – the city has several places that are designated as emergency shelters and concerns were raised during previous earthquakes, regarding the use of the schools as an emergency shelter due to possible structural damage. It was noted during the visioning event that more table top exercises should be conducted.
- the amount of valuation of the new police station should be corrected
- Reviewing the document brings forth that the City is involved in many things that can go awry even in their small little town
- additional errors noted on table 4.6 page 60 of the packet

A. Minutes for Regular Meeting March 2, 2022

Vice Chair Highland introduced the items and invited Commissioner Venuti to bring forth his comments on the section of the minutes regarding the memorandum.

Commissioner Venuti expressed that the minutes reflected that not all Commissioners were supportive of building code and he believed that to be incorrect as he did not recall that any Commissioners were against establishing building code.

City Planner Abboud reported that he included the unapproved minutes as an attachment to the memorandum in response to questions on whether City Council has seen the minutes.

Additional comments from the Commission ensued that there was unanimous consent on the implementation of building code but not for establishing a building department.

Deputy City Clerk Krause responding to questions on process stated that she can review the audio and correct the minutes if the Commission believes that they currently do not reflect the action and discussion taken. The Commission can then approve the corrected minutes at the next meeting. Mrs.

Krause confirmed that Commissioner Bentz could include this action in her report to City Council and will forward a copy of the corrected minutes for her use in the report.

Vice Chair Highland requested a motion and second to effect this request.

BENTZ/VENUTI MOVED TO REQUEST THE CLERK REVIEW THE AUDIO OF THE MARCH 2^N MEETING TO CLARIFY THIS TOPIC IN THE MINUTES.

There was no discussion.

VOTE. NON-OBJECTION. UANNIMOUS CONSENT.

Motion carried.

INFORMATIONAL MATERIALS

- A. City Manager's Report for Feb. 28, 2022
- B. Planning Commission Calendar

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY STAFF

City Clerk Jacobsen commented that it was nice to see everyone this evening.

COMMENTS OF THE COMMISSION

Commissioner Conley complimented Vice Chair Highland on doing a good job.

Commissioner Venuti questioned City Planner Abboud regarding the lack of sidewalks in recent new developments, they have constructed really nice roads but did not put in any sidewalks and he would like to know what can be done to incorporate sidewalks into a subdivision.

City Planner Abboud responded that this was a topic at the Council Visioning event, further stating that currently there are no regulations requiring a sidewalk unless it is identified in the Homer Non-motorized Trails and Transportation Plan (HNMTTP). We require paving urban residential roads. The City would only requires a minimum standard road in others. I would recommend updating the HNMTTP, they can then make connection and determine where they would be best to install and then they would have the rule of law.

Commissioner Venuti responded that it would be nice to develop a ruling on this as it is certainly more expensive to put sidewalks in after the road is built.

City Planner Abboud commented that it was expensive but that is one of the things about figuring out where you want to put sidewalks as there are consequences from the cost to making the street much faster and possibly more dangerous. He compared the speed of driving on a paved road in comparison

to and gravel road. He reemphasized that there is a lot to talk about and consider and City Council is looking at it.

Commissioner Venuti then wished his friends a Happy St. Patrick's Day.

Commissioner Bentz expressed appreciation for the Hazard Mitigation Plan and it is interesting to see the different staff and departments that the planning process engages and it is great for them to see that level of how they can leverage different policies and planning and public works to build resilience to natural hazards and would like to keep in mind nature based solutions and green infrastructure because she thinks a lot of solutions could help with integrated approaches. She then stated that she will not be in attendance for the April 6th meeting as she will be out of town attending a workshop to identify ways in that Communities can identify non-tangible benefits that derive from the natural environments so moving beyond some of the regulating and hazard mitigation things that nature based solutions might provide into some of those more community cultural values like aesthetics and family recreation and just enjoyment of the place we live in.

Vice Chair Highland expressed her appreciation for all the work that is accomplished by the staff.

ADJOURN

There being no further business before the Commission, the meeting was adjourned at 7:45 p.m. The next Regular Meeting is Wednesday, April 6, 2022 at 6:30 p.m. A worksession is scheduled for 5:30 p.m. All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom webinar.

Renee Krause, MMC, Deputy City Clerk II

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 22-23

TO: Homer Planning Commission
FROM: Rick Abboud, City Planner
DATE: April 6, 2022
SUBJECT: City Planner's Report

City Council 3.29.22

Resolution 22-023, A Resolution of the City Council of Homer, Alaska Acknowledging the Sufficiency of the Bunnell Avenue/Charles Way Water and Sewer Special Assessment Districts and Approving the Improvement Plan, Estimated Cost of Improvements, and Assessment Methodology, and Superseding Resolution 22-017(A). City Clerk. Recommend adoption.
Memorandum 22-056 from City Clerk as backup.

Ordinance 22-13, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Chapter 21.57 Large Retail and Wholesale Stores, Eliminating Maximum Parking Requirement. Planning Commission. Introduction March 14, 2022 Public Hearing and Second Reading March 29, 2022.
Memorandum 22-038 from City Planner as backup.
ADOPTED without discussion.

Ordinance 22-14, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Chapter 5.24 Fireworks, Repealing Chapter 19.02 Large Special Events and Reenacting Chapter 5.46 Special Events, and Amending Section 1.16.040, Disposition of Scheduled Offences-Fine Schedule. Venuti/Hansen-Cavasos. Introduction March 14, 2022 Public Hearing and Second Reading March 29, 2022.
Memorandum 22-039 from City Manager as backup.
Memorandum 22-040 from Deputy City Planner & Special Projects Coordinator as backup.
ADOPTED without discussion.

Ordinance 22-15, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Chapter 8.11 Mobile Food Service. Venuti/Hansen-Cavasos. Introduction March 14, 2022 Public Hearing and Second Reading March 29, 2022.
Ordinance 22-15(S), An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Chapter 8.11 Mobile Food Service. Venuti/Hansen-Cavasos.
Memorandum 22-041 from City Manager as backup.

Memorandum 22-040 from Deputy City Planner & Special Projects Coordinator

ADOPTED Substitute as amended with discussion.

Amendments: Line 212 strike “punished by a fine” and replace with “may be fined” Line 101 after general public add “State of Alaska Business License” and replace department with division.

Ordinance 22 -20, An Ordinance of the City Council of Homer, Alaska Amending the FY22/23 Operating Budget to Provide for Necessary Mid -Biennium Budget Amendments. City Manager. Recommended dates Introduction March 29, 2022, Public Hearing and Second Reading April 11, 2022.

Memorandum 22-052 from City Manager as backup.

INTRODUCED with discussion.

Ordinance 22-17, An Ordinance of the City Council of Homer, Alaska Amending Homer City Code Section 21.03.040 Definitions used in Zoning Code under “Dwelling” or “Dwelling Unit”, to Exclude the Use of Connex Boxes or other Similar Intermodal Shipping Containers. Planning Commission. Recommended dates Introduction March 29, 2022, Public Hearing and Second Reading April 11, 2022.

Memorandum 22-048 from City Planner as backup.

FAILED introduction with discussion.

APA Alaska Conference 2022

Julie and I presented a session:

"Map with a Purpose: Homer Coastal Erosion Project and Setback Determinations"

Coastal storms and flooding in Homer have led to erosion and instability of land around residents' homes and public infrastructure. With coastal bluff maps classifying their stability, Homer is updating its zoning code to facilitate safe and orderly growth for residents.

Another notable session was the last of the conference, “Planning Law IN ACTION!”

This session ended with a review of the latest Homer v. Griswold that involved the Alaska Supreme Court case dealing with the appeal of the bike shop porch. It was used as an example of how to do it right. At least there was some reward for the years of defense of our lawful action.

Council Visioning Session

I spent two days with the council at their visioning session. The City Manager and City Council members presented their priorities. There was a heavy focus on planning related items. A fast forward of the Comprehensive Plan, Title 21 rewrite/update, non-motorized transportation, sidewalks, affordable/seasonal housing, and density were subjects with support.

The City Manager has requested funding for a planning project position to assist with getting building codes, title 21 update and comprehensive planning off the ground. Changes to the

structural organizational to the Administrative Department were pitched which included forming a Community Development Department which would house planning, economic development, a future building department, along with community recreation. Currently, Julie Engebretsen has been designated as Economic Development Manager and will report to the City Manager. She will continue to work closely with the Planning Office and will be in charge in my absence.

Permitting software

We continue to work on modifying and testing the software with hope that it will be ready in May.

Hazard Mitigation Plan Update

The Draft Hazard Mitigation Plan has been distributed to stakeholders and is available for public review on our web site <https://www.cityofhomer-ak.gov/planning/2022-city-homer-local-hazard-mitigation-plan> for review until April 15. It is being submitted to the state, who may take up to 30 days for review and then to FEMA for a review of up to 45 days.

+++++

2022 City of Homer Local Hazard Mitigation Plan

Our community has completed a public draft of the 2022 City of Homer Local Hazard Mitigation Plan. Over past few months, we have worked with a consultant to assess risks posed by natural disasters and develop strategies to protect life and property in Homer from future hazard events.

Hazards addressed in our plan include the following: climate change, earthquake, erosion, flood, landslide, severe weather, tsunami, volcano, and wildfire.

Once our plan is finalized and approved by FEMA, our community will be eligible to apply for and receive certain types of nonemergency disaster assistance, including funding for mitigation projects identified in our plan.

To learn more about hazard mitigation planning, please visit:

<https://www.fema.gov/emergency-managers/risk-management/hazard-mitigation-planning>

A copy of our plan is available to review until April 15 and can be found upon request to Rick Abboud at RAbboud@ci.homer.ak.us or Jessica Evans at jessica.evans@aecom.com.

+++++

Rural Residential Rezone Update:

We have mailed out the flier and created a web page for information for on the Planning page of the City website <https://www.cityofhomer-ak.gov/planning/proposed-zoning-map-amendment>

Our schedule:

March 7: mail out flier, launch website

March 14th-25th: Chat with a planner timeframe

April 6th: Work session with PC

April 7th hearing notice mailed

April 20th Public hearing

We will develop a similar process for those to the east as we progress or finish the west depending on our experiences.

Commission Training

I have scheduled a training with the City Attorney at the May 4th Worksession.

Economic Development Advisory Commission

No update at this time

Commissioner Report to Council

4/11/22 _____

4/25/22 _____

Attachments:

Organizational Goals 2022

ORGANIZATIONAL GOALS

THEME

GOALS

TRAINING, DEVELOPMENT, RECRUITING AND RETENTION

- 1.1: Support development of staff through investments in training and a culture of continuous professional development
- 1.2: Recruit and retain sufficient staff to meet organizational needs and Council goals
- 1.3: Provide fair, competitive, and equitable wages for all staff members

TEAMWORK AND COLLABORATION

- 2.1: Foster a culture of teamwork and collaboration among staff, departments, elected officials, and external stakeholders
- 2.2: Reinvent and invest in City volunteer programs to account for nationwide trends in volunteerism
- 2.3: Experiment with new methods of public engagement

PLANNING FOR A SUSTAINABLE HOMER

- 3.1: Plan for the future of Homer with well-coordinated plans
- 3.2: Integrate consideration of sustainability principles, to include social, economic and environmental factors, into all City operations
- 3.3: Invest in emergency preparedness through planning, zoning, and public education
- 3.4: Proactively invest in fleet modernization to keep up with operational and community needs
- 3.5: Improve financial planning and reporting as an investment in long-term financial health

MODERNIZED POLICIES AND PROCEDURES

- 4.1: Review, update, and modernize City policies, procedures, handbooks, etc.
- 4.2: Create clear standard operating procedures for City tasks and processes





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 22-24

TO: Homer Planning Commission
FROM: Rick Abboud, AICP, City Planner
DATE: April 6, 2022
SUBJECT: Conditional Use Permit (CUP) 22-02

Synopsis The applicant proposes to construct eighteen, 768 square feet 2-bedroom houses on a 4.32 acre lot. A Conditional Use Permit (CUP) is required per HCC 21.12.030(m), more than on building containing a permitted principle use on a lot.

Applicant: Bill Hand
PO Box 3129
Homer AK 99603

Location: 2161 East End Road

Legal Description: T 6S R 13W SEC 15 Seward Meridian HM 2013043 SCENIC VIEW SUB SCENIC GROVE ADD N NO 1 2013 REPLAT LOT 2-A-1

Parcel ID: 17924036

Size of Existing Lot: 4.23 Acres/184,259 square feet

Zoning Designation: Rural Residential District

Existing Land Use: Vacant

Surrounding Land Use: North: Residential
South: Jack Gist Park/residential
East: Vacant/residential
West: Horse Park/residential

Comprehensive Plan: Chapter 4, Land Use: **GOAL 1:** Guide Homer's growth with a focus on increasing the supply and diversity of housing, protect community character, encouraging infill....**Objective A:** Promote a pattern of growth characterized by a concentrated mixed-use center, and a surrounding ring of moderate-to-high density residential and mixed-use areas with lower densities in outlying areas. **Objective C:** Maintain high quality residential neighborhoods; promote housing choice by supporting a variety of dwelling options. **Implementation Strategies:**Support options for affordable housing

Land Use Recommendations Map: This area is identified for consideration of transitioning to Urban Residential. It is scheduled for notice and deliberation later this spring.

Wetland Status: This property has not been identified as containing wetlands.
Flood Plain Status: Not in a floodplain.
BCWPD: Not within the Bridge Creek Watershed Protection District
Utilities: Public utilities are proposed to service the site.
Public Notice: Notice was sent to 24 property owners of 17 parcels as shown on the KPB tax assessor rolls.

ANALYSIS: The applicant is proposing to construct 18 two-bedroom dwellings and a maintenance building on a 4.32 acre lot. The proposal is for a cluster development that limits development to 40% of the lot and leaves 60% green space.

PARKING: Code requires two parking spaces per dwelling and 32 are provided, as required by code.

IMPERVIOUS COVERAGE: The engineer has calculated 38,795 square feet of impermeable area on a lot of 188,240 square feet, totaling 20.61% of impervious coverage.

STORMWATER: The engineer has designed a stormwater system to be installed at initial development on the southern side of the lot.

DENSITY: Although not a requirement of code, I like to display the density numbers compared with that required of multi-family development to get an idea of the scale that is proposed. First, the Rural Residential District (RR) has a requirement of one dwelling per 10,000 square feet when public water and sewer is provided (HCC 21.12.040(a)(3)), this is met. Multi-family development standards (not applicable) require a floor area (15,484sf including deck) of not more than four-tenths (40%) of the total lot area (188,240sf). Floor area is approximately 8%. Multi-family standards also require that the total open area shall be at least 1.1 times the floor area. Here the open area (149,455) is approximately 9.6 times the floor area (15,484sf).

These number show a development that is many time less dense than that which could be achieved under multi-family standards.

PEDESTRIAN EASEMENT: The applicant has stated he will dedicate a 15' pedestrian easement along Adams Drive.

The criteria for granting a Conditional Use Permit is set forth in HCC 21.71.030, Review criteria, and establishes the following conditions:

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

Analysis: More than one building containing a permitted principal use, such as the single family dwellings proposed, may be approved with a Conditional Use Permit per HCC 21.12.030(m).

Finding 1: The applicable code authorizes the proposed use and structures.

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.” (HCC 21.12.010)

Applicant: The purpose of the rural Residential District is to provide an area in the city for low density and primarily residential development.

Analysis: The proposal is exclusively in support of residential development. The density proposed meets the code requirement for density of the Rural Residential District.

Finding 2: The proposed use and structures are compatible with the Rural Residential 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.

Applicant: Property values will increase with well done, aesthetically pleasing rentals in the area (see attached for example).

Analysis: Many uses in the Rural Residential district have greater negative impacts than would be realized from the single-family housing project proposed. Pipelines, railroads, and storage of heavy equipment 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: Multiple single-family houses are 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.

Applicant: Currently 2 adjoining properties are in early development stages. Lots of single family homes and rental in the area.

Analysis: The proposal is located in an area that is to support single-family houses by current code and in the Comprehensive Plan. Neighboring uses are primarily residential with the exception of the City and Horse Parks.

Finding 4: The proposal is compatible with existing uses of surrounding land

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

Applicant: Public Works confirmed water/sewer are adequate. Enstar and HEA always looking for new customers. New fire hydrants coming on corner of South property line.

Analysis: The proposal is required to extend water and sewer services prior to gaining a zoning permit to meet the proposed density. The proposal is served with a road and will be served with other public services when constructed. No other impediments have been noted for the provision of adequate public services.

Finding 5: Public services will be adequate, prior to occupancy, to serve the proposed single-family structures.

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.

Applicant: There will be an increase in the amount of traffic on Adams Drive but the size of Adams Drive lends itself to expansion and growth.

Analysis: Desirable neighborhood character could be described by a portion of the Purpose statement for the district, found in item (b) above. The development meets the density requirement of the Rural Residential District and is many measures smaller than that of an acceptable multi-family development. The scale of the development could be achieved in a traditional subdivision without the provision the 60% of green space proposed. Traffic will increase, but not in any measure that would unacceptable for site and in the district. It is all in support of residential development as supported in the purpose statement.

Finding 6: The Commission finds the proposal will not cause undue harmful effect upon desirable neighborhood character as described in the purpose statement of the district.

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

Applicant: No, it will give the City of Homer what it so badly needs and wants, affordable year around housing for the average person.

Analysis: The applicant has had pre-application meetings with Public Works and the Fire Departments to help ensure a design that provides utilities and fire access. Drainage concerns will be addressed with an on-site storm water system designed by an engineer. An approved CUP along with meeting the code requirements for a zoning permit should ensure that adequate measure of health, safety, and welfare are met.

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 exceptions to code are requested or approved.

Finding 8: The proposal will comply with applicable regulations and conditions specified in Title 21.

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

Applicant: Goal #1 increase supply and diversity of housing encouraging infill. Goal #3 Encourage high quality buildings. Developing 40% of the lot, leaving 60% as greenspace.

Analysis: The proposal is in direct alignment with Goal 1 and its objectives. A detailed review of the compliance with the goals and objectives of Comprehensive Plan is attached.

Finding 9: The proposal is not contrary to the applicable land use goals and objects of the Comprehensive Plan.

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

Analysis: The applicable provision in the CDM is limited to Outdoor Lighting, Chapter 3. All lights more than 7 feet above the ground shall be downward directional lighting.

Finding 10: Project will comply with the applicable provisions of the CDM when following condition 1.

Condition 1: Outdoor lighting shall be down lit per HCC 21.59.030 and 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.
- 13. More stringent dimensional requirements,** such as lot area or dimensions, setbacks, and building height limitations. Dimensional requirements may be made more lenient by conditional use permit only when such relaxation is authorized by other provisions of the zoning code. Dimensional requirements may not be altered by conditional use permit when and to the extent other provisions of the zoning code expressly prohibit such alterations by conditional use permit.
- 14. Other conditions necessary** to protect the interests of the community and surrounding area, or to protect the health, safety, or welfare of persons residing or working in the vicinity of the subject lot. **Condition 2:** Dumpster shall be screen on three sides.

PUBLIC WORKS COMMENTS: Would like to see a path in the Adams Road ROW on the east side of this development and will be working towards this goal.

FIRE DEPARTMENT COMMENTS: Would like to see Fire hydrant adjacent to the structures.

PUBLIC COMMENTS: None received at writing of staff report.

STAFF COMMENTS/RECOMMENDATIONS:

Planning Commission approve CUP **Staff Report 22-24** with findings 1-10 and the following conditions.

Condition 1: Outdoor lighting shall be down lit per HCC 21.59.030 and the CDM.

Condition 2: Dumpster shall be screen on three sides.

Attachments

Application
Comprehensive Plan Review
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: Bill Hand Telephone No.: 907-299-1853

Address: Po Box 3129 Homer AK Email: billghand@hotmail.com

Property Owner (if different than the applicant):

Name: Liberty Investments LLC Telephone No.: 907-299-1853

Address: Po Box 3129 Homer, AK Email: billghand@hotmail.com

PROPERTY INFORMATION:

Address: 2161 E. Endrd Lot Size: 4.32 acres KPB Tax ID # 17924036

Legal Description of Property: 2A13043 Scenic View Sub Scenic Grove Addn No 1 2013 Reglot 6+2A1

For staff use:

Date: _____ Fee submittal: Amount _____

Received by: _____ Date application accepted as complete _____

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

09/8/2021

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												
Level 3 ROW Access Plan						x			x	x		
DAP/SWP questionnaire				x	x	x	x	x			x	

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: Pending
- ☒ Y ☐ N Will your development trigger a Development Activity Plan?
Application Status: Pending
- ☒ 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: I can will issue when the time is right
- ☒ Y ☐ N Do you have active City water and sewer permits? Status: I can will issue when the time is right

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

Currently there are no buildings on the property. The Land is 100% vacant.

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).

The property will be used to construct 18 homes, all the same size of 2 Bedroom, 1 Bathroom. The square foot of each residence will be 768 sq ft. These homes will be yearly rentals and a year lease will be required to move in. Each Home will include 2 parking spaces and a small porch. There will also be a maintenance building (192 sq ft) on the property.

CONDITIONAL USE INFORMATION: Please use additional sheets if necessary. HCC21.71.030

- a. What code citation authorizes each proposed use and structure by conditional use permit? 21.12.040 a.) 3 10,000 sq ft per dwelling in RR Zoned areas.
- b. Describe how the proposed uses(s) and structures(s) are compatible with the purpose of the zoning district. 21.12.010 - The Purpose of the Rural Residential District is to provide an area in the City for low density and primarily residential development
- c. How will your proposed project affect adjoining property values? Surrounding Property values will increase with well done, aesthetically pleasing rentals in the area. (see attached for example)
- d. How is your proposal compatible with existing uses of the surrounding land? Currently 2 adjoining properties are in early development stages. Lots of single family homes and rentals in the area.
- e. Are/will public services adequate to serve the proposed uses and structures? Public works confirmed Water/Sewer are adequate. Enstar and HEA always looking for new customers. New fire hydrant coming on corner of South property line.
- 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? There will be an increase in the amount of traffic on Adams Drive but the size of Adams Drive lends itself to expansion and growth
- g. Will your proposal be detrimental to the health, safety or welfare of the surrounding area or the city as a whole? NO, it will give the City of Homer what it so badly needs and wants, affordable year around housing for the average person.
- h. How does your project relate to the goals of the Comprehensive Plan? The Comprehensive Plan are online, Goal #1 increase supply & diversity of housing encouraging infill Goal #3 Encourage high quality buildings Developing 40% of lot, leaving 60% as Green space.
- 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. For Dumpster
 3. Y/N Surfacing of parking areas.
 4. Y/N Street and road dedications and improvements (or bonds).
 5. Y/N Control of points of vehicular ingress & egress.
 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. *Quiet hours, proper lighting*
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.

PARKING

1. How many parking spaces are required for your development? (21,55.090) 36
If more than 24 spaces are required see HCC 21.50.030(f)(1)(b). Exempt (iii)
2. How many spaces are shown on your parking plan? 36
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:

Bill Hanel

Date:

9/7/21

Property Owner's signature:

Bill Hanel

Date:

9/7/21

Adjoining Property values
5 Properties adjoining 2080 Shannon Lane

<u>Property Addresses</u>	2017 Appraisal	2018 Appraisal	Increase
4824 Shannon Court	\$145,200.00	\$150,800.00	\$5,600.00
4836 Shannon Court	\$218,400.00	\$219,100.00	\$700.00
4810 Shannon Court	\$167,600.00	\$174,000.00	\$6,400.00
2045 East End Road	\$256,200.00	\$261,300.00	\$5,100.00
4700 Scenic View Drive	\$111,900.00	\$113,500.00	\$1,600.00

Percent increase in property values
of adjoining properties

2.16%

Liberty investments LLC is planning to build 18 units on Adams drive in Homer, Alaska. We have two main purposes for this project:

- 1.) To make a profit
- 2.) To fill the badly needed, inadequate yearly rental situation in Homer, Alaska.

We decided to choose a central building site on the property to give the surrounding neighbors a bit of a buffer for our project, and to give the residences a bit of a green space to use. The northern buffer area also works well for minimizing noise pollution from East End Road. The driveway design was chosen to maximize the safety for firetruck access, not only is there a circle drive but there are also T turnarounds at both end of the horseshoe drive in case a firetruck or other emergency vehicle would need more space to maneuver. The T shape also lends itself well to plowing.

Each cabin has a small 96 sq ft front porch and two parking areas per cabin to minimize congestion. The cabins are 768 Sq ft on the inside and have 2 bedrooms and one bathroom. The cabins will be built with a 5-star minimum energy rating for efficient heating and minimal electrical costs. The units will help fill the need in Homer for the average population. The units will be year lease only.

There will be a long-term detention basin installed at the southern end of the property to follow City of Homer guidelines and to minimize water velocity/erosion control for the benefit of surrounding properties. We will also be presenting the City of Homer with a 15-foot easement on the property (bordering Adams lane) for a future bicycle path/walking path for pedestrians.

Parcel 179 240 36

2161 E. End Rd

PLAT APPROVAL

THIS PLAT WAS APPROVED BY THE KENAI PENINSULA BOROUGH PLANNING COMMISSION AT THE MEETING OF June 24, 2013

BY: Paul J. Hall 10-3-13
 AUTHORIZED OFFICIAL DATE
 KENAI PENINSULA BOROUGH

NOTES

1. NO PERMANENT STRUCTURES SHALL BE CONSTRUCTED OR PLACED WITHIN AN EASEMENT WHICH WOULD INTERFERE WITH THE ABILITY OF A UTILITY TO USE SAID EASEMENT.
2. ALL WASTEWATER DISPOSAL SYSTEMS SHALL COMPLY WITH EXISTING APPLICABLE LAWS AT THE TIME OF CONSTRUCTION.
3. THIS SUBDIVISION IS SUBJECT TO THE ZONING REGULATIONS OF THE CITY OF HOMER.
4. THIS PLAT WAS PREPARED FOR THE REMOVAL OF LOT LINES ONLY. NO SURVEY WAS PERFORMED FOR THE PREPARATION OF THIS PLAT. ALL LOT DIMENSIONS SHOWN ON THIS PLAT ARE FROM RECORD DATE AS SHOWN ON PLAT #2006-18 (HRD).
5. NO DIRECT ACCESS TO STATE MAINTAINED RIGHTS-OF-WAY IS ALLOWED WITHOUT PRIOR WRITTEN CONSENT OF THE ALASKA STATE DOT.
6. THERE IS AN EXISTING BLANKET EASEMENT WHICH WAS GRANTED TO HOMER ELECTRIC ASSOCIATION, INC., RECORDED BK 19 P 100 HRD.
7. THE FRONT 15' ALONG THE EXISTING RIGHTS-OF-WAY AND 20' WITHIN 10' OF THE ONLY SIDE LOT LINE IS A UTILITY EASEMENT.

WASTEWATER DISPOSAL

SOIL CONDITIONS IN THIS SUBDIVISION HAVE BEEN FOUND UNSUITABLE FOR CONVENTIONAL ONSITE WASTEWATER TREATMENT AND DISPOSAL SYSTEMS. PLANS FOR A TYPICAL ALTERNATE WASTEWATER SYSTEM FOR USE IN THIS SUBDIVISION ARE INCLUDED IN THE ENGINEER'S SUBDIVISION AND SOILS REPORT AND ARE AVAILABLE FROM THE KENAI PENINSULA BOROUGH. ALL ALTERNATE ONSITE WASTEWATER TREATMENT AND DISPOSAL SYSTEMS MUST BE DESIGNED BY A PROFESSIONAL ENGINEER REGISTERED TO PRACTICE IN ALASKA, AND THE DESIGN MUST BE APPROVED BY THE ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION PRIOR TO CONSTRUCTION.

THIS NOTE WAS CARRIED FORWARD FROM THE PARENT PLAT (SCENIC GROVE ADDITION NO. 1, HM 2006-18) ENGINEER C05460. DATED 3/20/08.

NOTARY'S ACKNOWLEDGMENT

SUBSCRIBED AND SWORN TO BEFORE ME THIS DAY OF 23 September 2013.

Paul J. Hall
R Lynn Monroe
 NOTARY PUBLIC FOR ALASKA

MY COMMISSION EXPIRES 10-17-18

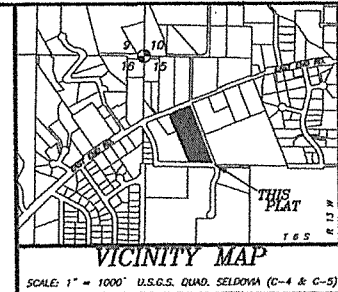
STATE OF ALASKA
 NOTARY PUBLIC
 R. LYNN MONROE
 My Commission Expires 10-17-18

LEGEND

- RECORD 2" ALUMINUM CAP ON 5/8" DIA. REBAR 5780-S 2005
- ⊕ RECORD PRIMARY MON. OF RECORD
- Ⓢ RECORD 2" ALUMINUM CAP ON 5/8" REBAR 5780-S 2005 SET IN 2006 (PLAT #2006-18 HRD)

LINE CHART

L1	N 67°46'32" W	16.84'
L2	S 40°43'33" W	49.55'
L3	S 01°14'31" E	34.03'



CERTIFICATE OF OWNERSHIP

WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE REAL PROPERTY SHOWN AND DESCRIBED HEREON, THAT WE HEREBY ADOPT THIS PLAT OF SUBDIVISION, AND BY OUR FREE CONSENT DEDICATE ALL RIGHTS OF WAY AND PUBLIC AREAS TO PUBLIC USE, AND GRANT ALL EASEMENTS TO THE USE SHOWN HEREON.

Paul J. Hall
 PAUL J. HALL AND PAUL HALL
 64362 BRIDGER RD.
 HOMER, ALASKA 99603

Harmon Hall
 HARMON HALL
 64362 BRIDGER RD.
 HOMER, ALASKA 99603

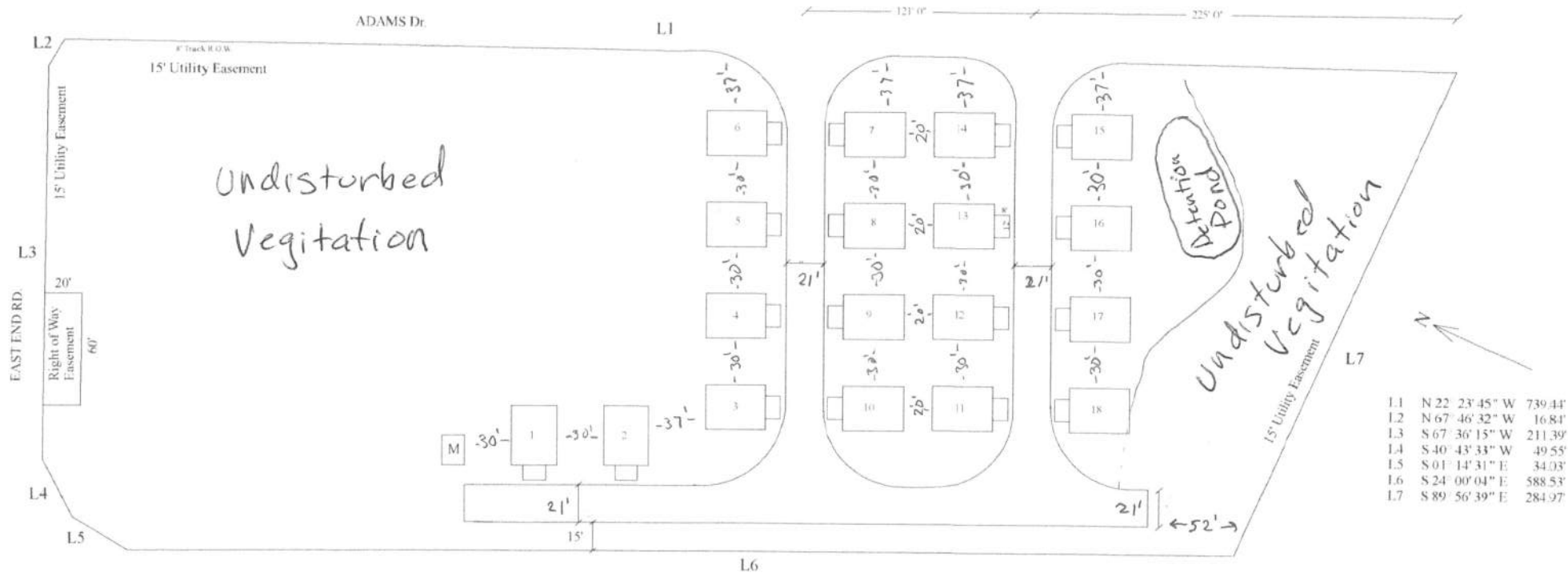
NOTARY'S ACKNOWLEDGMENT

SUBSCRIBED AND SWORN TO BEFORE ME THIS DAY OF 23 September, 2013.

FOR: Harmon Hall
R Lynn Monroe
 NOTARY PUBLIC FOR ALASKA

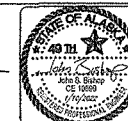
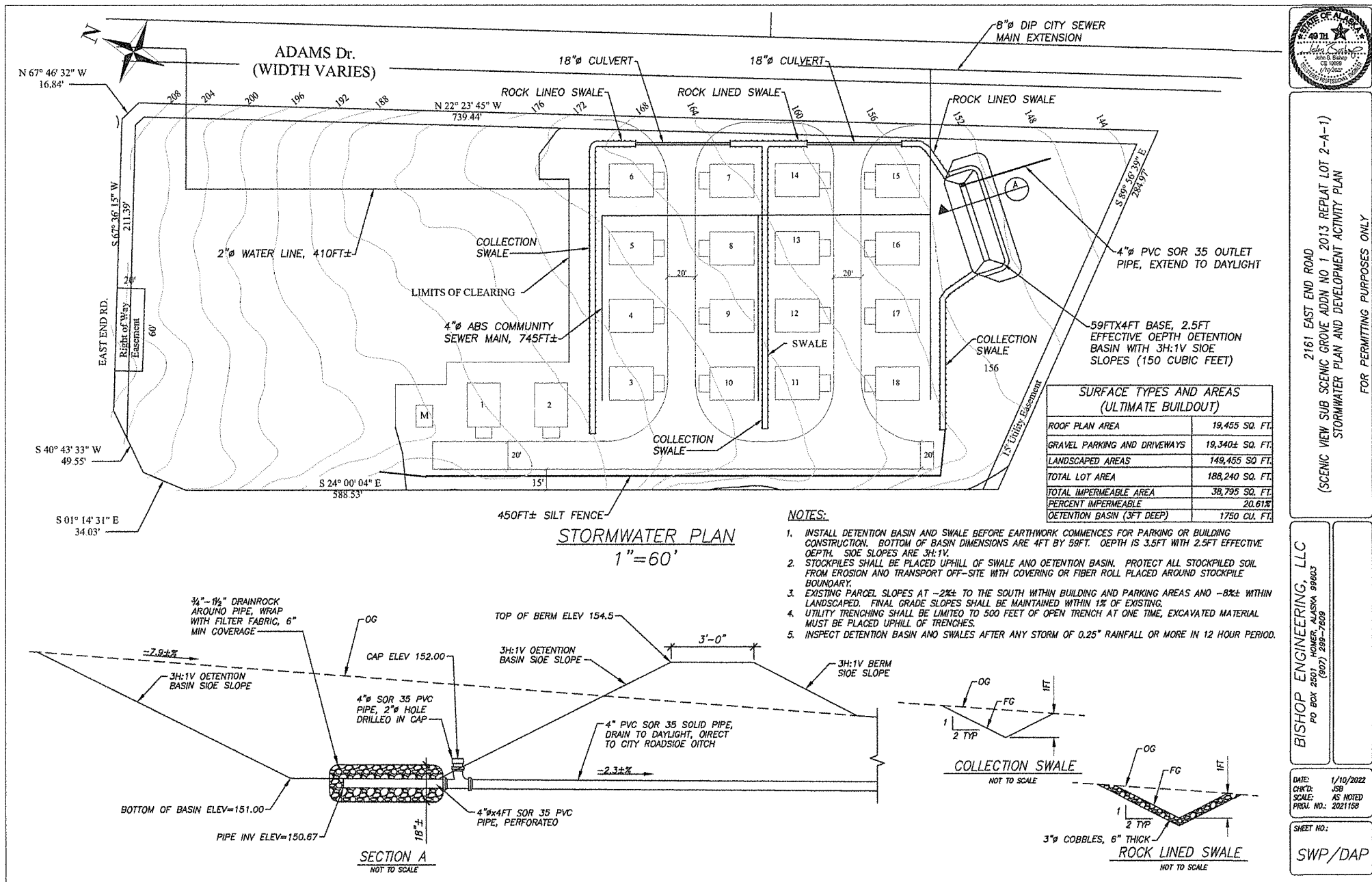
MY COMMISSION EXPIRES 10-17-18
 STATE OF ALASKA
 NOTARY PUBLIC
 R. LYNN MONROE
 My Commission Expires

HOMER RECORDING DISTRICT KPB FILE No. 2013-100		
SCENIC VIEW SUBDIVISION		
SCENIC GROVE ADDITION NO. 1		
2013 REPLAT		
A REPLAT OF LOT 1, LOT 2, AND LOT 2-A TRACT B (PLAT #2006-18 HRD), SCENIC VIEW SUB., SCENIC GROVE ADDITION NO. 1, SITUATED IN THE NW 1/4, SEC 15, T6S, R13W, S.M., LOCATED WITHIN THE CITY OF HOMER BOROUGH THIRD JUDICIAL DISTRICT, STATE OF ALASKA		
CONTAINING 4.322 ACRES MORE OR LESS		
SEABRIGHT SURVEY + DESIGN		
KENTON T. BLOOM, P.L.S.		
1044 EAST ROAD, SUITE A HOMER, ALASKA 99603 (907) 235-4247		
DRAWN BY: KK	CHKD BY: KB	JOB #13-07
DATE: 03/2013	SCALE: 1"=60'	SHEET #1 OF 1



Units are numbered 1 - 18
 "M" is Maintenance Building 16ft X 12ft
 All 18 Units are 24ft X 32ft
 All 18 Units are 2 bedrooms, 1 bath (768 sq ft)
 All 18 Porches are 12ft width X 8ft deep

Liberty Investments, L.L.C.
 Layout by: Bill Hand
 Drawn by: MW
 Scale: 1" = 50'
 2161 East End Rd.
 KPB Parcel #17924036
 18 Cabins 768 sq ft each



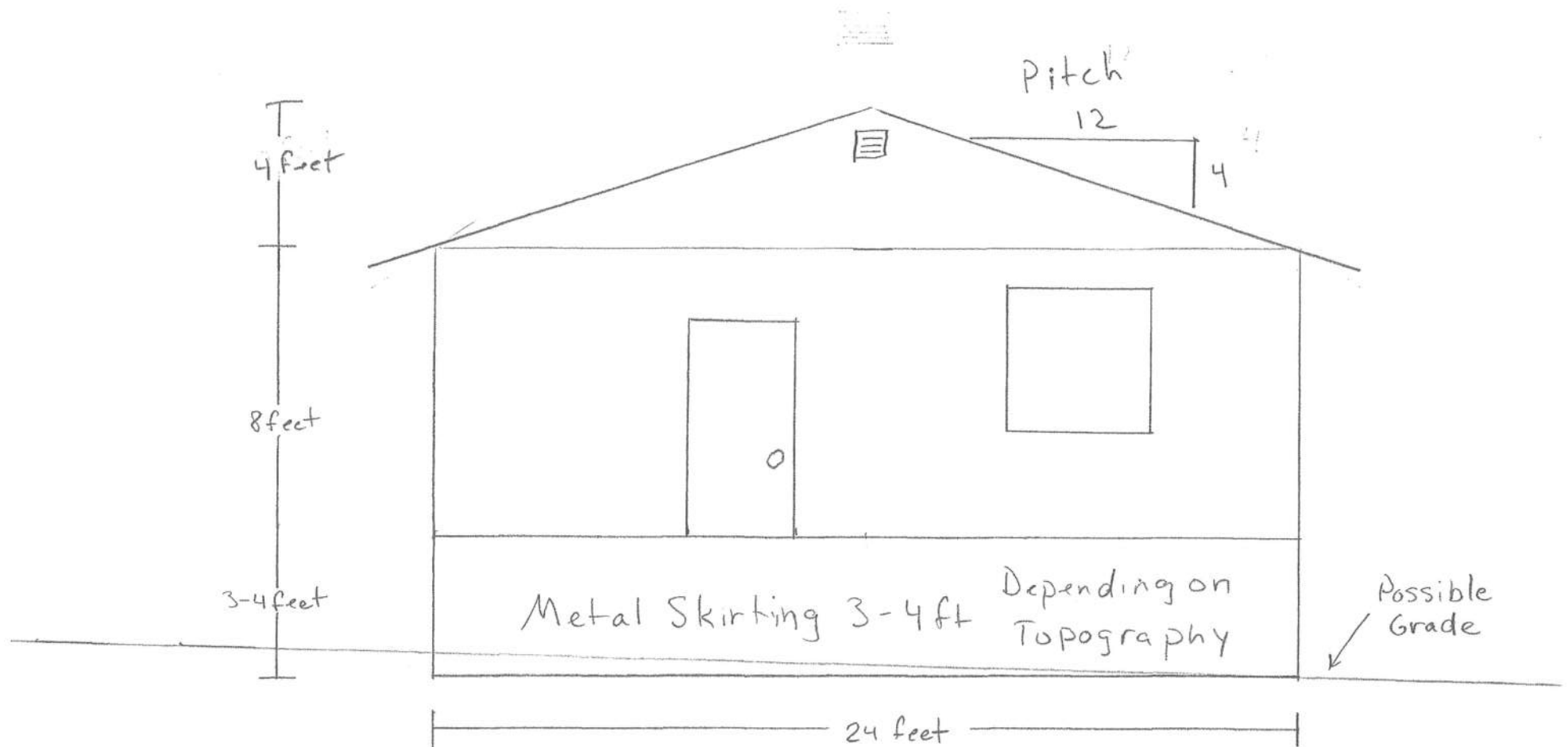
2161 EAST END ROAD
SCENIC VIEW SUB SCENIC GROVE ADDN NO 1 2013 REPLAT LOT 2-A-1)
STORMWATER PLAN AND DEVELOPMENT ACTIVITY PLAN
FOR PERMITTING PURPOSES ONLY

BISHOP ENGINEERING, LLC
PO BOX 2501, HOMER, ALASKA 99603
(907) 299-7609

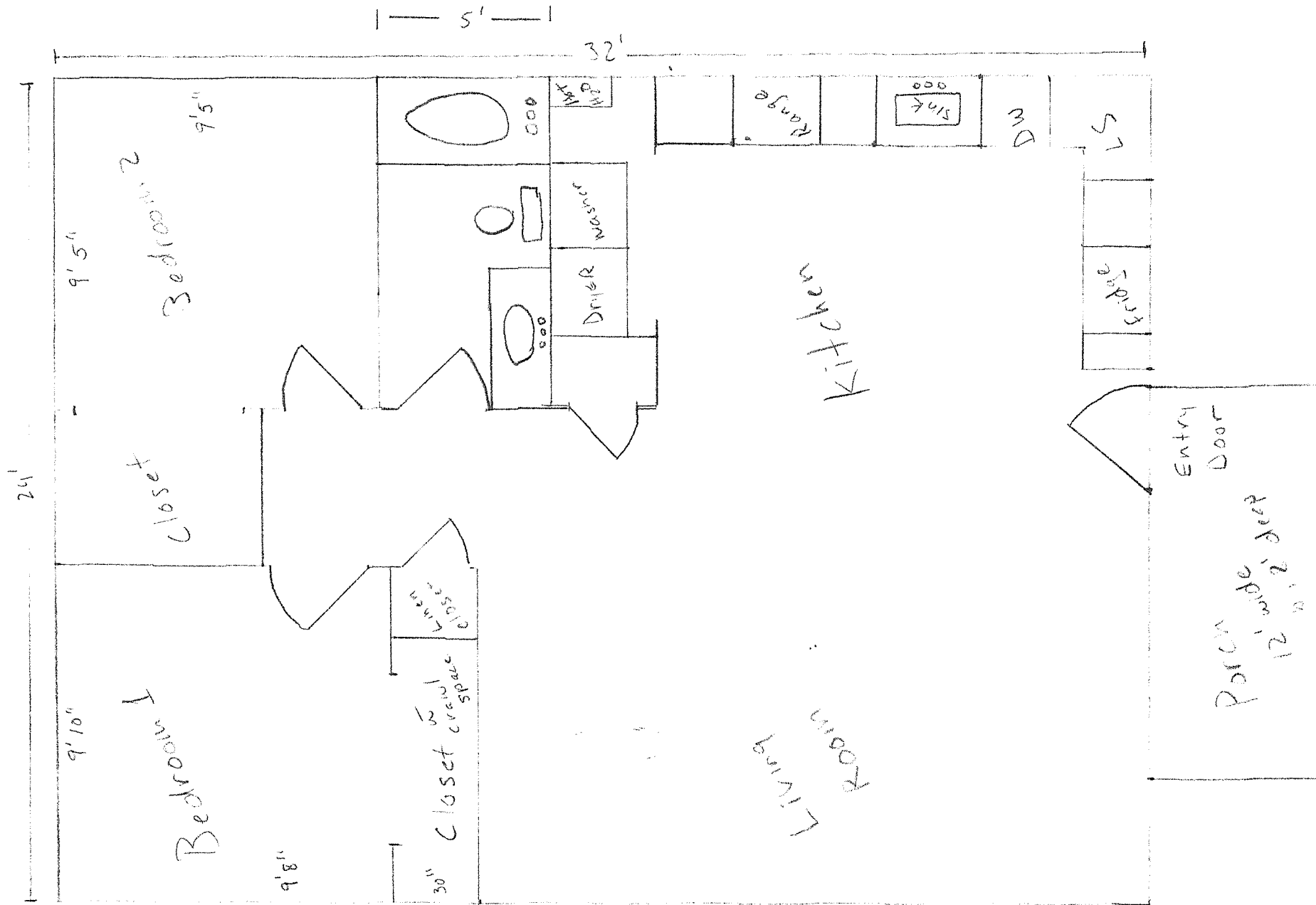
DATE: 1/10/2022
CHK'D: JSB
SCALE: AS NOTED
PROJ. NO.: 2021158

SHEET NO.:
SWP/DAP

Max height ground to peak 16 ft



Liberty Investments LLC
Drawn by: Bill Hand
Scale 1" = 4 feet
2161 East End Rd.
Sample Unit from front (768 sq ft)
Elevation drawing pg 4



Project X
 Liberty Investments LLC
 Drawn by: Bill Hand
 Scale 1" = 4ft
 Single Family 768 sqft House

Review of comprehensive plan Land Use Chapter for CUP 22-02 RA 3.29.22

Chapter 4, Land Use: GOAL 1: Guide Homer's growth with a focus on increasing the supply and diversity of housing, protect community character, encouraging infill and helping minimize global impacts including limiting greenhouse gas emissions.

Staff: This is clearly supported in Objectives A & C & D.

Objective A: Promote a pattern of growth characterized by a concentrated mixed-use center, and a surrounding ring of moderate-to-high density residential and mixed-use areas with lower densities in outlying areas.

Staff: This provides density in an area identified for such in the future consideration of and Urban Residential District as indicated on the Land Use Recommendations Map.

Objective B: Develop clear and well-defined land use regulations and update the zoning map in support of the desired pattern of growth.

N/A – The map is proposed to be updated shortly

Objective C: Maintain high quality residential neighborhoods; promote housing choice by supporting a variety of dwelling options.

Implementation Strategies:Support options for affordable housing

Staff: The proposal looks to provide reasonably priced housing compared to more typical larger lot development seen in Homer.

Objective D: Consider the regional and global impacts of development in Homer.

Implementation Strategies

- Review opportunities that support energy efficiency for structures
- Consider land use policies that promote density and discourage sprawl

Staff: The proposal includes homes built to a 5 star energy efficiency rating and promotes density allowable in the district.

GOAL 2: Maintain the quality of Homer's natural environment and scenic beauty.

Objective A: Complete and maintain a detailed "green infrastructure" map for the City of Homer and environs that presents an integrated functional system of environmental features

on lands in both public and private ownership and use green infrastructure concepts in the review and approval of development projects.

N/A

Objective B: Continue to review and refine development standards and require development practices that protect environmental functions.

N/A – The proposal provides an engineered storm water system to deal with proposed impervious coverage.

Objective C: Provide extra protection for areas with highest environmental value or development constraints.

N/A – Not identified with developmental constraints or higher environmental value (not identified on wetlands assessment map).

Objective D: Collaborate with jurisdictions outside the City of Homer, as well as state and federal agencies, to ensure that environmental quality is maintained.

N/A

GOAL 3: Encourage high quality buildings and site design that complements Homer's beautiful natural setting.

Objective A: Create a clear, coordinated regulatory framework that guides development.

Staff: Goal 3, Objective A, implementation items are all directives to review and consider new policies and are not applicable to CUP's.

Objective B: Encourage high quality site design and buildings.

Staff: Site designs are uniform and are to comply with 5 star energy standards

Goal 4: Support the development of a variety of well-defined commercial/business districts for a range of commercial purposes.

Objective A: Encourage a concentrated, pedestrian oriented, attractive business/commerce district in the Central Business District (CBD) following the guidelines found in the Town Center Development Plan.

Staff: N/A

Objective B: Discourage strip development along the Sterling Highway and major collectors/thoroughfares.

Staff: N/A

Finding: The proposal is not contrary to the applicable land use goals and objects of the Comprehensive Plan.

**CITY OF HOMER
PUBLIC HEARING NOTICE
PLANNING COMMISSION MEETING**

A public hearing on the matter below is scheduled for Wednesday, April 6, 2022 during the Regular Planning Commission Meeting. The meeting begins at 6:30 p.m. and will be conducted via Zoom webinar. Participation is available virtually or in-person at City Hall, more information below.

A request for Conditional Use Permit (CUP) 22-02, to allow eighteen (18) two-bedroom dwellings at 2161 East End Rd., Lot 2-A-1 Scenic View Subdivision Scenic Grove Addition No. 1 2013 Replat, NW ¼ Sec. 15, T. 6 S., R. 13 W., S.M. HM 2013043. A CUP is required for more than one building containing a permitted principal use on a lot, according to Homer City Code 21.14.030(k).

In-person meeting participation is available in Cowles Council Chambers located downstairs at Homer City Hall, 491 E. Pioneer Ave., Homer, AK 99603.

To attend the meeting virtually, visit zoom.us and enter the Meeting ID & Passcode listed below. To attend the meeting by phone, dial any one of the following phone numbers and enter the Webinar ID & Passcode below, when prompted: 1-253-215-8782, 1-669-900-6833, (toll free) 888-788-0099 or 877-853-5247.

Meeting ID: 979 8816 0903
Passcode: 976062

Additional information regarding this matter will be available by 5pm on the Friday before the meeting. This information will be posted to the City of Homer online calendar page for February 2, 2022 at <https://www.cityofhomer-ak.gov/calendar>. It will also be available at the Planning and Zoning Office at Homer City Hall and at the Homer Public Library.

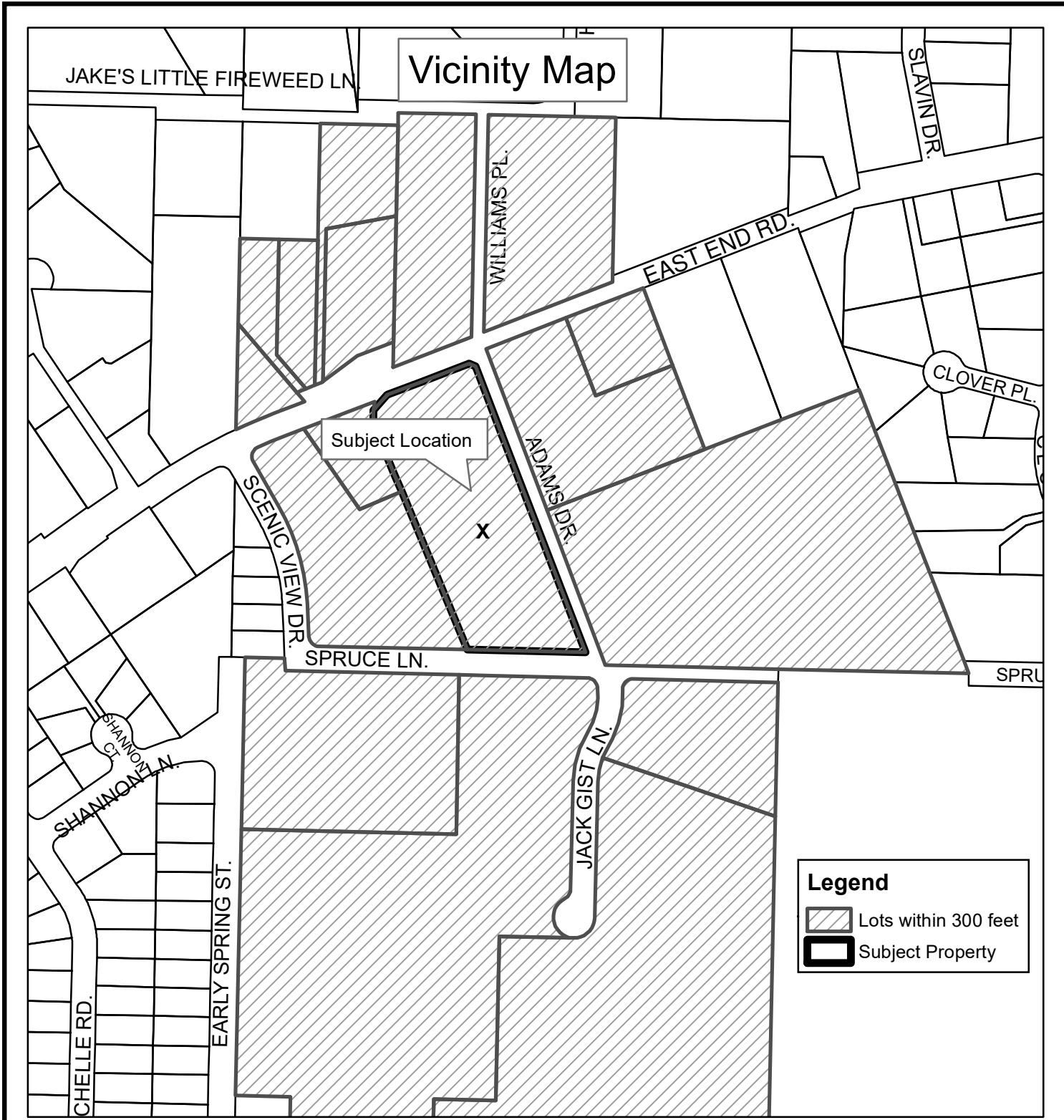
Written comments can be emailed to the Planning and Zoning Office at the address below, mailed to Homer City Hall at the address above, or placed in the Homer City Hall drop box at any time. Written comments must be received by 4pm on the day of the meeting.

If you have questions or would like additional information, contact Rick Abboud at the Planning and Zoning Office. Phone: (907) 235-3106, email: clerk@cityofhomer-ak.gov, or in-person at Homer City Hall.

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

.....

VICINITY MAP ON REVERSE



City of Homer
Planning and Zoning Department

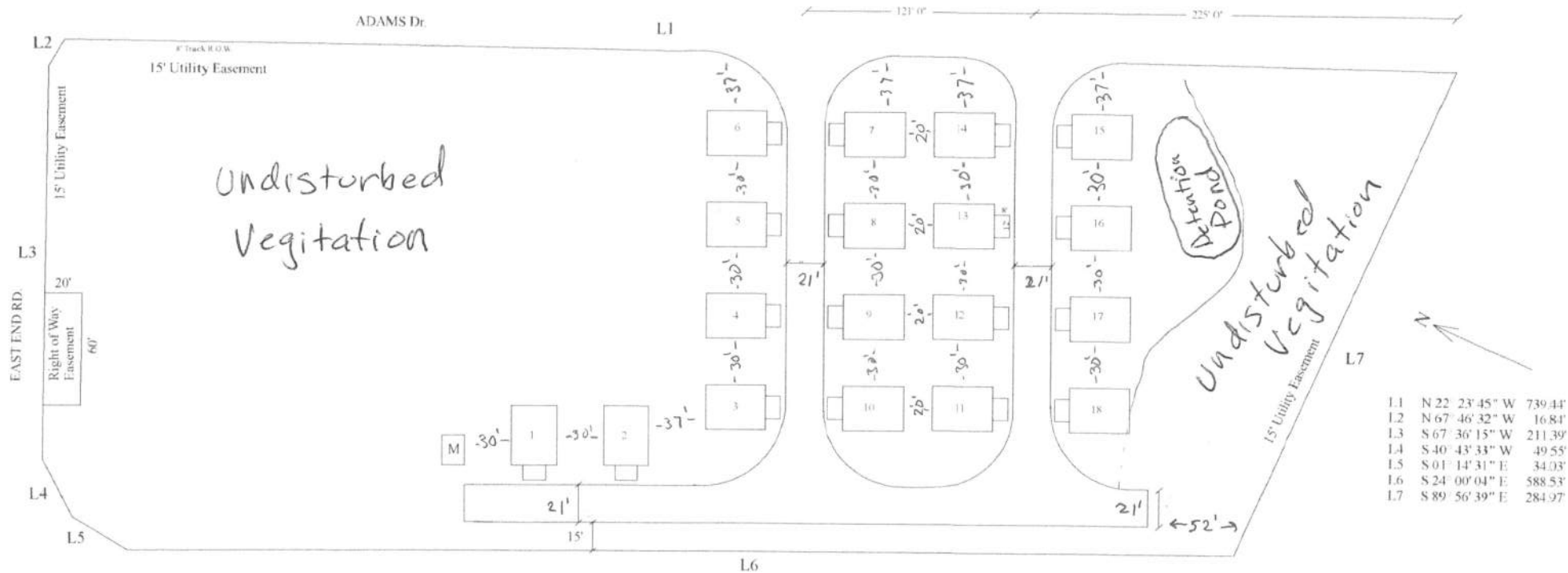
March 24, 2022

Request for Conditional Use Permit 22-02 2161 East End Road

Marked lots are within 300 feet and
property owners notified.



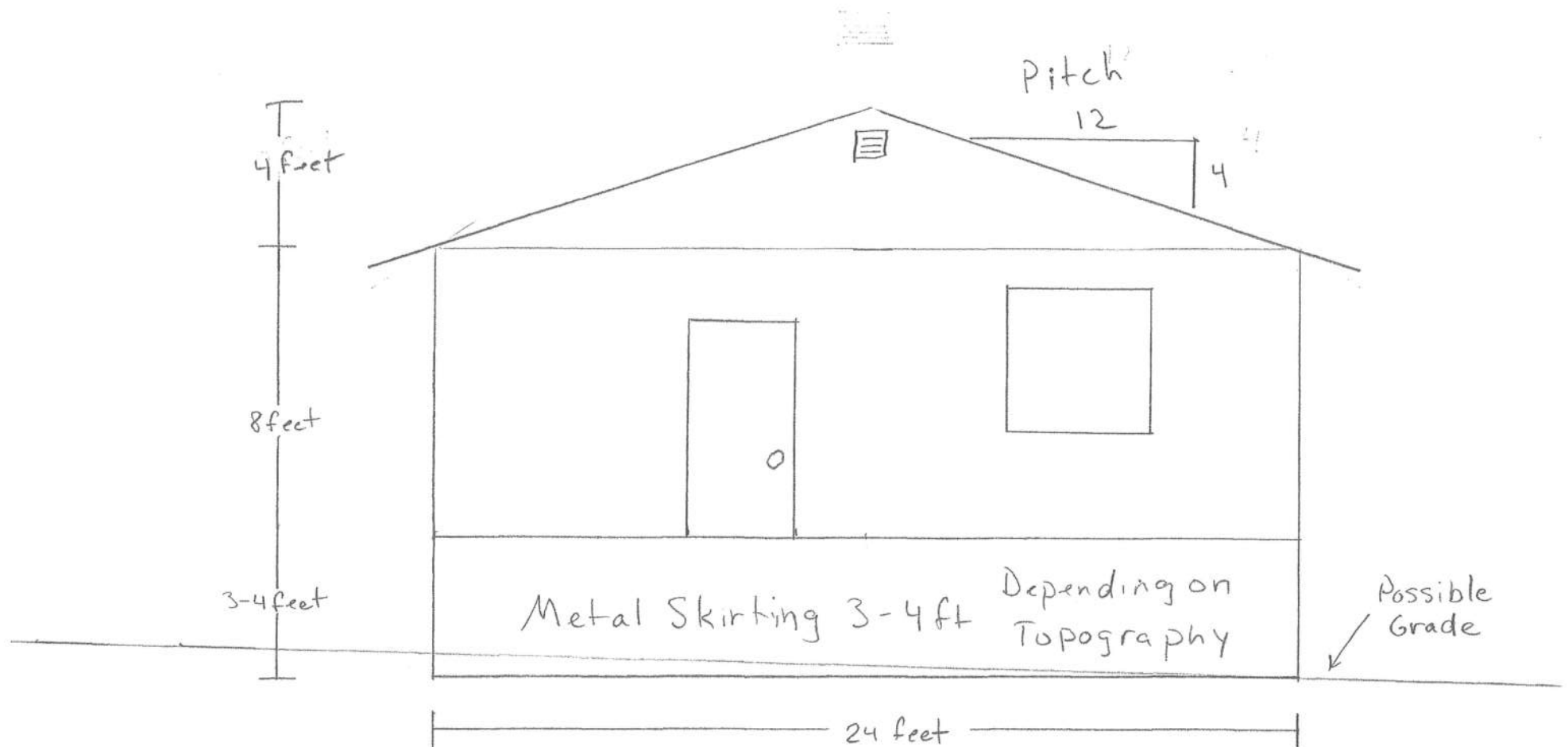
*Disclaimer:
It is expressly understood the City of
Homer, its council, board,
departments, employees and agents are
not responsible for any errors or omissions
contained herein, or deductions, interpretations
or conclusions drawn therefrom.*



Units are numbered 1 - 18
 "M" is Maintenance Building 16ft X 12ft
 All 18 Units are 24ft X 32ft
 All 18 Units are 2 bedrooms, 1 bath (768 sq ft)
 All 18 Porches are 12ft width X 8ft deep

Liberty Investments, L.L.C.
 Layout by: Bill Hand
 Drawn by: MW
 Scale: 1" = 50'
 2161 East End Rd.
 KPB Parcel #17924036
 18 Cabins 768 sq ft each

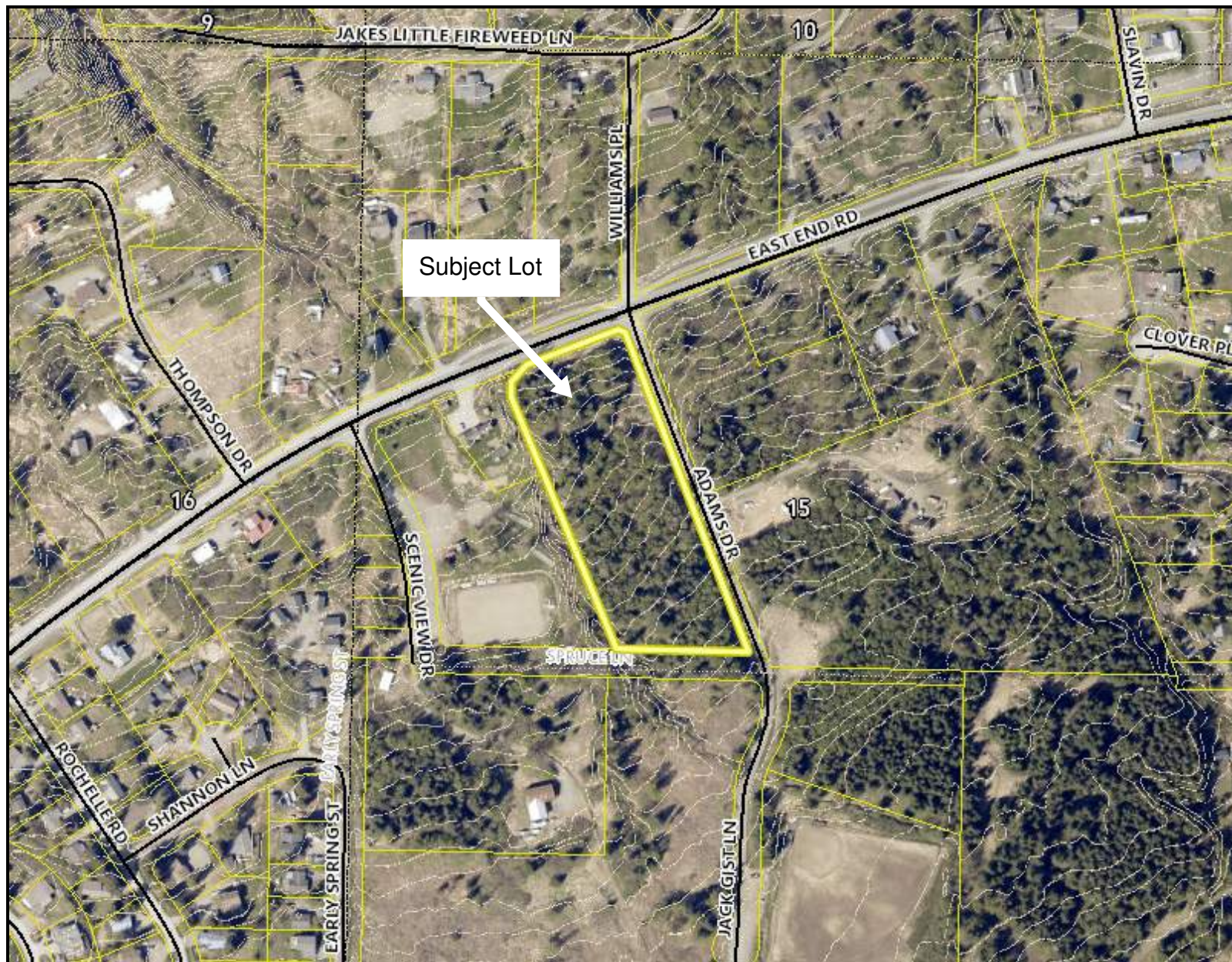
Max height ground to peak 16 ft



Liberty Investments LLC
Drawn by: Bill Hand
Scale 1" = 4 feet
2161 East End Rd.
Sample Unit from front (768 sq ft)
Elevation drawing pg 4



Aerial Map



Legend

- Major Roads
- └ Township Lines
- ▤ Section Lines
- ▭ Parcels



Notes

4/1/22
2161 East End Road
Request for CUP 22-02

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. Do not use for navigation.



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 22-25

TO: HOMER PLANNING COMMISSION
FROM: RICK ABOUD, AICP, CITY PLANNER
DATE: APRIL 6, 2022
SUBJECT: WESTHILL REZONE

Introduction

We have noticed the residents of the West Hill area of our intent to rezone the area to Urban Residential (UR) from their current Rural Residential (RR) designation. This is the first advertised opportunity to comment to the Commission.

Analysis

After our direct mailing was sent out, we have had less than a handful of phone calls to the office, as of the writing of this staff report. I believe that most do not see much of a change. We did have one that was concern of their commercial fishing boat and animals would not be allowed after the zoning change as it is in the RR district. We did inform them that we would be glad to document their current activities and make an allowance for a non-conforming use that is allowed to continue under the parameters found in code.

Most had little concerns when the possible impacts were discussed. Such as, the ability to build a duplex or multi-family housing on undeveloped lots. We directed people to review the information on the web for a more detailed analysis found on top of the planning page <https://www.cityofhomer-ak.gov/planning/proposed-zoning-map-amendment>.

Staff Recommendation

Listen to comments and concerns.

Attachments

Neighborhood mail out
FAQ's
Zoning Differences
Comp Plan Chapter 4, Goal 1



PROPOSED ZONING AMENDMENT



AMENDING RURAL RESIDENTIAL DISTRICT (RR) TO URBAN RESIDENTIAL (UR)

Homer's population is growing and to keep pace with community needs, the City is considering a land use change to the district located between West Homer Elementary School and Bidarki Creek north of Sterling Highway.

This amendment is part of the long-term vision in the adopted 2018 Comprehensive Plan. To see how this might impact you, please join us at one of the drop-in events below or scan the QR code to read more.

Read the 2018 City of Homer Comprehensive Plan

<https://www.cityofhomer-ak.gov/planning/2018-homer-comprehensive-plan>

WE WANT TO HEAR FROM YOU

- March 14 - 25: Give us a call with your questions. Chat with a Planner during business hours. Call 907-235-3106 or email us at planning@ci.homer.ak.us
- April 6: Planning Commission Worksession, 5:30pm
- April 20: Public Hearing - Planning Commission, 6:30pm

CONTACT PLANNING

City of Homer Planning Office
491 E. Pioneer Avenue
Homer, AK 99603
907-235-3106
planning@ci.homer.ak.us



[cityofhomer-ak.gov/planning](https://www.cityofhomer-ak.gov/planning)



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

Proposed Zoning Map Amendment FAQs

Amending Portions of the Rural Residential District (RR) to Urban Residential (UR)

What?

The City is looking at changing the zoning for some Rural Residential areas in Homer to become Urban Residential.

Why?

The adopted 2018 Comprehensive Plan identifies the proposed areas to be designated as Urban Residential to provide for additional housing units and a variety of housing types. These areas are currently served by water and sewer utilities or are expected to be served in the future.

Why is this being proposed now?

Developers have provided City water and sewer services and made new subdivisions. The zoning change will help address the continuing demand for more housing and to use City infrastructure efficiently.

What will change?

Those yet to develop may take advantage of the opportunities to provide for duplexes or multi-family structures. Developed lots may be able to add an accessory dwelling. For more information about the zoning changes, see [Zoning Differences: Rural Residential \(RR\) and Urban Residential \(UR\)](#).

What if I have a use that is allowed in RR but prohibited in UR?

If you have established a use or structure that is allowed in RR but not in UR, you will be allowed to legally continue that use according to the standards found in Homer City Code 21.61. Generally, it will be allowed until the use is discontinued for 24 consecutive months. Please call the Planning Office with any concerns.

Will my taxes change?

Likely, your taxes will not be affected by the change in zoning. Many factors about your property help to determine the Borough Assessment, the zoning only plays a very small role when compared with the improvements on and/or services to your property. The largest factor, regardless of zoning designation, is how much someone is willing to pay for your or similar properties nearby.

Do I need to do anything?

No. But, more information may be found on the links. You may call the Planning Office if you have concerns that have not been addressed at 907-235-3106. You will be noticed of opportunities to testify at the Planning Commission.



Zoning Differences: Rural Residential (RR) and Urban Residential (UR)

Permitted uses allowed in RR but not in UR (provision is eliminated or changed as indicated below)

g. Agricultural activities, including general farming, truck farming, livestock farming, nurseries, and greenhouses; provided, that:

1. Other than normal household pets, no poultry or livestock may be housed and no fenced runs may be located within 100 feet of any residence other than the dwelling on the same lot;
2. No retail or wholesale business sales office is maintained on the premises;

h. Private stables;

m. Temporary (seasonal) roadside stands for the sale of produce grown on the premises;

n. Mobile homes, subject to the requirements of HCC 21.54.100;

Conditional Uses (needing Planning Commission approval) allowed in RR but not in UR (eliminated)

c. Cemeteries;

d. Kennels;

e. Commercial greenhouses and tree nurseries offering sale of plants or trees grown on premises;

f. Mobile home parks;

g. Public utility facilities and structures;

Provisions for the keeping of animals as a Permitted Use in UR (changed)

j. The outdoor harboring or keeping of dogs, small animals and fowl as an accessory to a residential use in a manner consistent with the requirements of all other provisions of the Homer City Code and as long as such animals are pets of the residents of the dwelling and their numbers are such as not to unreasonably annoy or disturb occupants of neighboring property;

o. Public schools and private schools;

Provisions for stables as a Conditional Use in UR (changed)

h. Private stables and the keeping of larger animals not usually considered pets, including paddocks or similar structures or enclosures utilized for keeping of such animals as an accessory use incidental to a primary residential use; such use shall be conditioned on not causing unreasonable disturbance or annoyances to occupants of neighboring property, and on sufficient land to harbor such animals;

Dimensional Standards

Lots in RR are required to have a minimum of 10,000 square feet per dwelling unit.

Lots in UR are required to have a minimum of 7,500 square feet for single-family or duplex dwellings and have the option to provide multi-family (3 or more) dwellings according to floor area and open area requirements.

Multiple-family dwelling containing three or more units shall meet the following standards:

- a. The total floor area shall not be more than four-tenths the lot area;
- b. The total open area shall be at least 1.1 times the total floor area. Open area is any portion of the lot not covered or used for parking spaces and maneuvering.

■ CHAPTER 4 LAND USE

Vision Statement: Guide the amount and location of Homer's growth to increase the supply and diversity of housing, protect important environmental resources and community character, reduce sprawl by encouraging infill, make efficient use of infrastructure, support a healthy local economy, and help reduce global impacts including limiting greenhouse gas emissions.

Goals & Objectives for Land Use

GOAL I: Guide Homer's growth with a focus on increasing the supply and diversity of housing, protect community character, encouraging infill, and helping minimize global impacts including limiting greenhouse gas emissions.

Objective A: Promote a pattern of growth characterized by a concentrated mixed-use center, and a surrounding ring of moderate-to-high density residential and mixed-use areas with lower densities in outlying areas.

Many of the community's most important goals are tied to the amount and location of growth. These goals include encouraging affordable housing, protecting environmental quality, creating a walkable community, and efficiently providing public services and facilities. The broad strategy behind this objective is to encourage concentrated residential and business growth in the central area of the city, with densities decreasing in outlying areas. The existing pattern of development in the city and current zoning generally follow this pattern. The alternative to this pattern – to allow this same quantity of growth to spread over a much wider area – works against all these goals.

While concentrating land uses brings many benefits, residents clearly want to maintain a sense of open space and privacy that is often associated with lower density development, particularly in residential areas. As a result, this objective of concentrated growth must be accompanied by a set of standards that ensure housing and commercial areas are well designed. The remainder of this section presents more details on the location of new development. The following sections address the character of new development.

The key element of this section is the generalized Land Use Recommendations Map (*see Appendix A-10, Comprehensive Plan Land Use Recommendations Map*). This is not a zoning map, but a general map of proposed future land uses in Homer. Before these recommendations have the force of law, a separate, subsequent process must occur to amend the City's current zoning code.

Implementation Strategies

- Review Land Use Recommendations Map

Objective B: Develop clear and well-defined land use regulations and update the zoning map in support of the desired pattern of growth.

The Comprehensive Plan Land Use Recommendations Map establishes the location and intent of proposed land use districts, but does not address the standards needed to guide development.

Implementation Strategies

- Revise zoning map
- Encourage preservation of natural system infrastructures
- Review density objectives
- Review appropriate design standards

Objective C: Maintain high quality residential neighborhoods; promote housing choice by supporting a variety of dwelling options.

Diverse, high-quality residential neighborhoods are crucial to the stability and economic health of Homer. Growth puts pressure on housing prices as land prices increase. Neighborhoods established decades ago with large lots face pressure as some landowners create subdivisions with smaller lots, while others would like to preserve the established neighborhood character. Housing choice is crucial to accommodate future growth as the dominant single family large lot developments clearly won't be able to meet future demand in quantity or price.

Implementation Strategies

- Review code for opportunities for appropriate infill
- Support options for affordable housing



Objective D: Consider the regional and global impacts of development in Homer.

Homer is a community that understands and appreciates its place in the context of the larger, global environment. As shown by its robust environmental nonprofit community and the work of the City's Global Warming Task Force, Homer residents look beyond their boundaries and have expressed the importance of acting locally as a way of addressing global issues.

Implementation Strategies

- Review opportunities that support energy efficiency for structures
- Consider land use policies that promote density and discourage sprawl



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 22-26

TO: HOMER PLANNING COMMISSION
FROM: RICK ABOUD, AICP, CITY PLANNER
DATE: APRIL 6, 2022
SUBJECT: TINY HOMES

Introduction

We have had to respond to a request to place a tiny home as a principle dwelling on a lot. Earlier, I thought the answer was easy. We have no size restriction on dwellings and as long as a dwelling was able to support the hookup to city water and sewer service, we have no issue. But after looking a bit further into the type of dwelling that was requested, I wanted the Planning Commission to be aware of potential issues.

As a reminder,

“Dwelling” or “dwelling unit” means any building or portion thereof designed or arranged for residential occupancy by not more than one family and includes facilities for sleeping, cooking and sanitation.

Analysis

The concern about a tiny home lies with the subject of long-term occupancy of what may be considered a RV. The future adoption of a building code may further sort out this issue. Currently, the issues at hand:

Wheels?

Currently, I am bound to accept a dwelling design that provides the features listed in the definition above. We have not prohibited any size or construction method. When a structure has a chassis with wheels it is a vehicle, we are looking like an RV. This leads me to recommend the use as an RV with the rights and restriction found in code. This includes the “recreation vehicle park” and the occasional use of a recreational vehicle 90 days per calendar year in a residential setting. This is the status quo policy.

“Recreational vehicle” is a vehicular unit, other than a manufactured home, that is designed and manufactured as temporary lodging for travel, recreational and vacation use, and which is either self-propelled, mounted on or pulled by another vehicle. Examples include, but are not limited to, a travel trailer, camping trailer, truck camper, motor home, and fifth-wheel trailer.

No wheels

Currently, a small dwelling without a chassis or wheels would be treated like any other dwelling. This includes a requirement for two parking spaces for the first dwelling and one for the next three, then we would “start over” with two required, then one per the next three, and so on, if we are dealing exclusively with efficiency/one-bedroom units. They would be subject the spatial requirements of the district in which they are located. For instance, in the Urban Residential Districts (UR) or Central Business District (CBD), one structure in addition to the principle single-family dwelling would be able to be permitted outright and any additional would need a Conditional Use Permit (CUP). The units would be required to hook up to water and sewer services provided by the city or a well/cistern and septic system.

So what do we need to do?

Right now things are relatively permissive in consideration of the fact that we are not subject to a residential building code. When the day comes, we may have some adjustment to make, depending on the code.

Things to think about

Do we wish to explore the use of the “wheeled” structures in another capacity or in another framework than an RV? At the time, I am not so inclined to make a recommendation. A possibility for the future is to consider some type of allowance for a congregation of these other than an RV park. So far, we have not been approached for a cluster of them. I am attaching several articles that analyze the subject for consideration. This provides an opportunity for exposure to the issue, should we find a desire to regulate them differently.

Generally, the tiny home to us is either a dwelling like others that would be attached to a foundation and city services or it would be an RV. They may or may not be built to a recognized standard. In the event of the adoption of a building code, they may need to comply. I did find an interesting quirk of code that is somewhat related. If a tiny home was on a foundation it may be subject to the standards of a “factory built” or “manufactured home”.

Below is a definition found in code related to the subject. You will see that we mention things like “factory built” and “manufactured home”, but is found elsewhere. These concepts really do not mean much, if anything, in code and are possibly a remnant of some ‘cut and paste’ code of long ago. They would be relevant in terms of applying a building code, as they have connotation pertaining to meeting some standards of manufacturing, which is not addressed in code. Remember my somewhat famous “you could build a dwelling out of milk cartons” quip. We do not have a prohibition on dwelling other than found in the definition above.

“Dwelling, factory built” means a structure containing one or more dwelling units that is built off-site, other than a manufactured home, and: (1) is designed only for erection or installation on a site-built permanent foundation; (2) is not designed to be moved once so erected or

installed; and (3) is designed and manufactured to comply with a nationally recognized model building code or an equivalent local code, or with a State or local modular building code recognized as generally equivalent to building codes for site-built housing.

Staff Recommendation

Review literature and discuss

Attachments

Practice Tiny Houses

Making Space for Tiny Houses

Do Tiny Houses fit into your Community?

ZONING

NOVEMBER 2015



AMERICAN PLANNING ASSOCIATION



ISSUE NUMBER 11

PRACTICE



11

50

Tiny Houses, and the Not-So-Tiny Questions They Raise

By Donald L. Elliott, FAICP, and Peter Sullivan, AICP

Where did they come from—those cute little “cabins-on-wheels” that you see being pulled down the road or sitting on a lot?

With wood siding, a pitched roof, gable windows . . . and even a porch with a railing. All that’s missing is the dog in the yard (presumably a small dog in a small yard).

Tiny houses are the latest vehicle/structures to join the small house movement, and are now trending due to television programs like *Tiny House Nation*. Many individuals and couples seem proud to say they live a small but sophisticated lifestyle in less than 500 square feet. Often their stated motivation is to declutter and live a simpler life—maybe even a life “off the grid.”

Cuteness aside, tiny houses raise some interesting questions for planners. Questions like . . .

“Is this a house, or a trailer, or . . . just what is it?”

“Would this qualify as an accessory dwelling unit?”

“Does this meet the residential building code?”

“Where should we allow this to be parked . . . or occupied . . . and for how long?”

This article attempts to answer some of those questions for the types of small, trailer-mounted units described above. The sections below review how these units fit into the general U.S. system of land-use control through building codes, zoning ordinances, subdivision regulations, and private



“Tiny house, Portland” by Tammy (Weekend with Dee), Wikimedia (CC-BY-2.0)

➡ Most localities have no specific provisions in their subdivision or zoning codes to accommodate small trailer-mounted homes outside of recreational vehicle parks.

restrictive covenants. In addition to addressing individual tiny homes, we also address how small communities of tiny homes might be created.

WHAT ARE THEY?

What are tiny houses? The answer is simpler than you think. They’re recreational vehicles (RVs), and a careful read of the manufacturers’ websites makes that clear. One manufacturer, Tumbleweed Tiny House Company, states that their product is “an RV like you’ve never seen before.”

For planners, this makes things simpler. The question then becomes, “Where do we allow RVs to be occupied?” Traditionally, the answer has been campgrounds (for temporary living) and RV parks (for longer-term living). Most communities typically limit temporary RV occupancy (in a campground or elsewhere) to 30 days, and the logic behind this is that RVs are not permanent dwellings. They have electric systems and water tanks and sewage tanks (or composting toilets) that can only operate for a while before they need to be hooked up to support systems or emptied.

But this answer doesn’t satisfy everyone, especially tiny-house proponents and anyone else interested in living smaller, more simply, and (presumably) more affordably (more on that later).

Donald L. Elliott, FAICP, is a director in the Denver office of Clarion Associates, a former chapter president of APA Colorado, and a former chair of the APA Planning and Law Division. As a planner and lawyer he has assisted more than 40 North American cities and counties reform and update their zoning, subdivision, housing, and land-use regulations. He has also consulted in Russia, India, Lebanon, and Indonesia, and served as USAID Democracy and Governance Advisor in Uganda for two years. Elliott is a member of the Denver Planning Board.

Peter Sullivan, AICP, is a senior associate in the Chapel Hill, North Carolina, office of Clarion Associates. His specializations include zoning and comprehensive planning. A Pacific Northwest native, his professional background includes policy and environmental planning and development review. Sullivan is a former officer with Toastmasters International and former member of the University of Washington’s Urban Design and Planning Professionals Council. He is currently a correspondent for Planetizen.com and enjoys speaking as academic guest lecturer, webinar host, and conference presenter. Sullivan’s project work has been recognized by the Washington State Governor’s Office, Puget Sound Regional Council, and the Washington Chapter of APA.



"Tiny House Giant Journey in the Perfected Forest and an RV" by Guillaume Duthil, Wikipedia (CC BY-SA 4.0)

➞ This tiny house is the star of its own YouTube channel, Tiny House Giant Journey.

Here's why tiny houses are so tricky. Although tiny houses are not generally designed for permanent occupancy, some of them are being purchased by people who intend to use them that way. Most zoning ordinances don't resolve this tension, because they don't address where or how tiny houses can be used for long-term or permanent occupancy.

BUILDING AND OCCUPANCY CODES

With the exception of some very rural communities, most cities and counties require that long-term or permanent residential units meet either the locally or state-adopted residential building code (usually some version of the International Residential Code), or the U.S. Department of Housing and Urban Development (HUD) national standards for manufactured housing safety. Since manufactured homes are obviously not constructed like stick-built housing—and since (unlike stick-built housing) they can be moved across state lines in interstate commerce—back in 1974 HUD adopted national safety standards for this type of housing. As a general rule, residential units for long-term occupancy need to meet one of these two sets of standards.

Unfortunately for many purchasers, some tiny houses do not meet these requirements. While tiny houses might meet the Recreational Vehicle Industry Association (RVIA) safety standard for highway travel and temporary living, these standards are not the same as the HUD manufactured housing standards for permanent living. In fact, the website for CAVCO (a manufacturer of "park model" recreational vehicles—which are similar to and sometimes in-

clude tiny houses)—states that these vehicles "are not intended for, nor should they be used for, anything other than recreational camping or seasonal use. They are not permanent residences and should not be used as such."

For those intending to live in their tiny house full time, the trick is to find a tiny house that not only meets the RVIA standards but also the residential building code or manufactured housing standards.

For those intending to live in their tiny house full time, the trick is to find a tiny house that not only meets the RVIA standards but also the residential building code or manufactured housing standards. Or to look for a community that has adopted a building code allowing long-term occupancy of tiny houses. Some communities have done this, and in many communities the ability to use a tiny house for long-term occupancy turns on whether it will be mounted on a permanent foundation and connected to utilities.

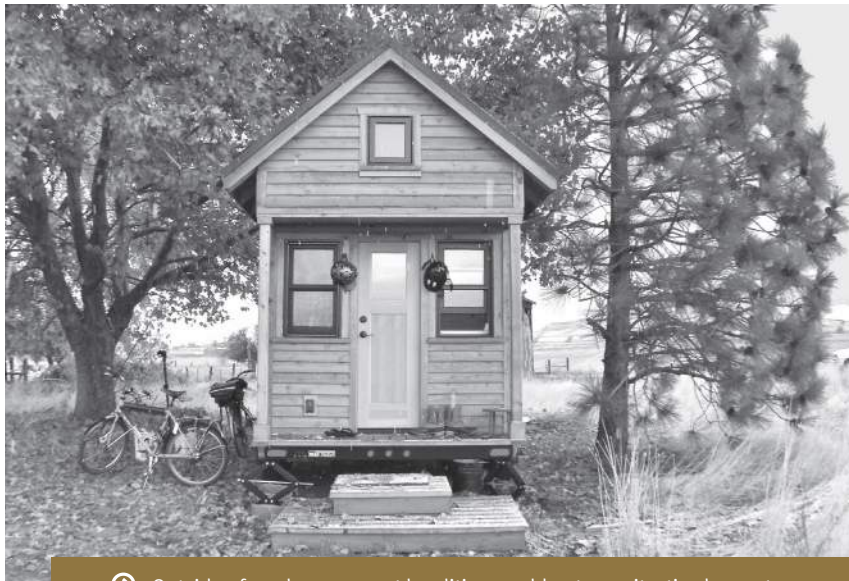
FOUNDATIONS MATTER

Let's assume a potential buyer doesn't want to install a tiny house in a campground or RV park, but rather a traditional residential lot. Some communities allow this if the owner removes the wheels (and sometimes the axles); installs the unit on a permanent foundation (or at a minimum uses secure tie-downs); and connects the unit to public water, sewer, and electric systems.

The logic behind these requirements is that they convert a mobile housing unit into a stationary unit, protect against "blowovers" and other wind-related damage (to the occupants and to neighboring property owners), and make the utility systems safe for long-term operation.

As an example, the small community of Spur, Texas, (population 1,245) has marketed itself as the "First Tiny House Friendly City." Spur permits tiny houses to be used as permanent, primary dwellings by creating an exception to the general building code/manufactured home standard compliance requirement. However, even in this deliberately welcoming community, wheels must be removed, a foundation must be constructed, and the unit tied to the foundation with "hurricane straps," and the unit must be hooked up to local sewer, water, and electric systems. In one well-documented case the cost of the foundation and connections came to about \$5,700 (McCann 2015). In some Spur zoning districts, tiny houses are permitted by right, but in others a variance is required.

Again, there are exceptions. A tiny-house owner might be successful living an off-the-grid lifestyle in areas that are literally far from the grid. In some very rural communities, stick-built



"Fall and winter, side by side" by Tammy Strobel, Flickr (CC BY 2.0)

➡ Outside of rural areas, most localities would not permit a tiny house to serve as a primary dwelling unit unless it was mounted on a permanent foundation and connected to local utilities.

homes do not need to connect to water and sewer systems (i.e., they permit well and septic systems) or electric systems (i.e., they allow off-the-grid power), and those communities would presumably allow the same exceptions for tiny houses.

NOW, ABOUT THOSE ZONING RULES

So, if a buyer doesn't want to live in an RV park, *and* is willing to remove the wheels, install a foundation, and connect to utilities, *and* the local government allows long-term occupancy of tiny houses under those conditions, where can the unit be located? The answer depends on local zoning regulations. Most zoning ordinances do not list tiny houses by name; they simply treat them like other housing uses.

For a tiny house to be used as a primary dwelling unit (i.e., there is no other house or primary use on the property), the question is whether the lot is zoned for single-family homes and whether the tiny house meets any minimum size requirements for houses in that zone. Most zoning codes across the U.S. do not include minimum floor space requirements for single-family homes. But some do, and that can be a barrier to installing tiny houses. Generally this occurs when a residential neighborhood has been developed for—or with—large homes, and some of the lots already have large homes on them. In those circumstances, the local government or neighborhood residents may want to protect against the remaining lots being

occupied by smaller homes that they fear will reduce the neighborhood quality or character. Some communities, for example, have adopted minimum width or length-to-width requirements for single-family homes in an attempt to keep "single-wide" manufactured homes out of neighborhoods where the housing stock is of a different character. Those requirements would likely prohibit the installation of a tiny house, despite their charming appearance.

Whether this is fair to the tiny-house (or manufactured home) buyer, and whether it represents sound land-use policy, are emerging issues for debate. Minimum residential size limits are already in poor repute these days because they tend to drive housing prices up; however, these types of requirements are generally not illegal.

One work-around for the eager tiny-house buyer may be to install a tiny house as an accessory dwelling unit (ADU) (i.e., a second housing unit on a lot that already has a primary housing unit or another primary use of land). While ADUs are a fairly recent development, an increasing number of zoning ordinances now address where and under what conditions an ADU can be installed. Again, since most zoning ordinances do not address tiny houses by name, the question is whether your tiny house meets the requirements applicable to other forms of ADUs. One threshold question is whether the community allows detached ADUs or only allows internal ADUs constructed within the building envelope of an existing home. If the latter is true, a tiny house ADU will not be allowed. If the community allows detached ADUs, they often attach conditions like the following:

- Either the primary housing unit or the ADU must be occupied by the owner of the land.
- The ADU must not exceed a maximum size (generally 400 or 600 or 800 square feet).
- An extra on-site parking space for the ADU occupant may be required.



"Tiny house" by Tomas Quinones, Flickr (CC BY-SA 2.0)

➡ Local residential building codes typically require a minimum amount of habitable space per occupant, which may prevent legal habitation of tiny houses by more than one person.

- The ADU may not be allowed to have its entrance door facing the street.
- The part of the lot containing the ADU cannot be carved off and sold as a separate lot.
- If the tiny house can meet these requirements, it may be acceptable as an ADU, even if it would not be approved as a primary home on the same lot. In some cases, however, ordinances that allow detached ADUs limit them to existing structures like carriage houses, garages, or barns, which would prohibit tiny-house ADUs.

Finally, it is important to realize that most communities apply the same building, foundation, and utility requirements to ADUs that they do to primary structures. So if the question is, “can I park my tiny house in my parents’ backyard and live in it without installing a foundation or hooking up to utilities?” the answer is probably *no*. Long-term occupancy of a recreational vehicle in a residential zone district (say, for more than 30 days) is usually illegal regardless of whether you have the property owner’s consent or you are related to them.

So tiny-house owners need to be thoughtful about where they intend to install the unit, and need to read the zoning ordinance carefully to ensure it is allowed in the area where they want to live. The good news (for planners) is that it is fairly easy to review the existing zoning code and see whether the code permits tiny houses as primary units or ADUs in those locations where the community wants to allow them. Planners might also want to promote more permissive regulations if the community is ready to remove a potential housing barrier.

OTHER POTENTIAL BARRIERS

OK. So you have decided that your community wants to allow long-term occupancy of a tiny house, and you have modified the zoning ordinance to clarify where they are allowed. There are still three other potential barriers to think about.

First, unless you want to install the tiny house in a very rural area, the parcel of land where the tiny house will be located generally needs to be a subdivided lot. Subdivision regulations ensure that each parcel of land that will be developed with something other than open space or agriculture has access to a street and has utilities in place (if utilities are required in that location). This could be an issue if the tiny-house owner wants to buy 1,000



➞ This tiny house, with a bathroom and a sleeping loft, serves as an accessory dwelling unit.

Tiny-house owners need to be thoughtful about where they intend to install the unit, and need to read the zoning ordinance carefully to ensure it is allowed in the area where they want to live.

square feet of land from a property owner—just enough to accommodate the tiny house and a “livin’ small” lifestyle—but the subdivision regulations require a minimum lot size of 5,000 square feet. Or it could be an issue if the tiny house must be connected to utilities but the land in question does not yet have utilities in place to connect to.

Second, the community should probably advise the tiny-house owner to check that private restrictive covenants attached to the land do not prohibit tiny houses in that area. Again, *tiny house* will probably not be listed by name, but it is not uncommon to find private covenants that contain minimum house size requirements even if the zoning ordinance does not. While it is generally not the city or

county planner’s job to check on the existence of private covenants when issuing a zoning approval or a building/installation permit, and local governments are generally not responsible for enforcing those covenants, advising the tiny-house owner to check on this is just good customer service. In the end, the fact that the city or county issues a permit to install a tiny house with a foundation does not protect the owner against a suit from other property owners pointing out that the tiny house does not meet restrictive covenant minimum-size requirements.

Third, even if neither the zoning ordinance nor private restrictive covenants prohibit the tiny house because of its size, many communities have residential occupancy codes to prevent overcrowding. While occupancy codes vary, it is not uncommon to find a requirement that the unit contain 125 square feet of living area per occupant, or that it not contain more than two occupants per bedroom. That could be a problem if the owner intends to house his or her family of four in a 400-square-foot tiny house, no matter how well they get along. Since occupancy of the unit may change in the future (the owner’s out-of-work cousin may move in), it is hard to ensure against overcrowding when the installation permit is issued, but making the owner aware of these requirements is good customer service.

WHAT ABOUT A TINY HOUSE COMMUNITY?

What about a whole group of folks (or a developer) who want to create an entire neighbor-

hood of tiny houses as a source of affordable housing, or just to accommodate a different lifestyle?

That is a bit tougher. While the Internet has many stories of individuals or property owners intending to create tiny house communities, it seems that few if any have been created to date. And some of the existing communities have been created for unique reasons and through “one-off” procedures.

For example, places like Opportunity Village in Eugene, Oregon, or Quixote Village in Olympia, Washington, have been created as alternatives to homeless camps in or near the same location. In both cases, it appears that the local government adopted a contract or resolution approving the use of land for tiny houses without requiring it to comply with some standard utility or construction requirements precisely because it would house very low-income households under better living conditions than the occupants had previously. While inspiring as initiatives to address the challenges of housing affordability and homelessness, both of these examples required individualized negotiations and agreements to vary from normally applicable public health and safety standards—flexibility that might not have been approved for a market-rate housing development.

However, there are at least three different ways in which a tiny-house community for the general public could be created—each modeled on an existing form of land-use approval. The choice of an appropriate tool turns heavily on the question of whether you intend the occupants to be able to sell the house and the piece of land it occupies to someone else in the future.

A Tailored Zoning and Subdivision of Land

If tiny-house owners are going to be able to sell their lots and homes to others, then the community will need to be subdivided into individual lots, and those lots will need to meet the minimum size and dimension requirements of the zone district where they are located. If you want to allow tiny house community developers to create very small lots (say 1,000 to 2,000 square feet), it is likely that your city or county does not have a residential zone district allowing lots of that size. So the local government will have to create a zone district allowing that type of lot. If the roads within the community are going to be narrower or more lightly constructed than those in stick-built



Andrew Heben

➡ Quixote Village in Olympia, Washington, provides housing for 30 previously homeless adults. Photo from *Tent City Urbanism: From Self-Organized Camps to Tiny House Villages* by Andrew Heben.

subdivisions, then the community will have to adopt subdivision standards (or exceptions to the current standards) allowing those types of construction. In many cases, the local government is only willing to allow “lower-than-normal-standard” infrastructure if the property

home subdivisions, and those types of standards are good places to look for guidance.

A Planned Unit Development

If the community expects that there will be only one of these communities or it does not want to create a new zone district or subdivision regulations to address tiny houses in general, the tailoring of zoning and subdivision standards described above could be accomplished through a planned unit development (PUD) tailored to a single development and a single developer. While single-project PUDs are relatively easy to adopt, they often reflect a very specific picture of the approved development that is hard to amend over time as conditions change. A PUD for a tiny-house community should be drafted assuming that conditions will change in the future, and to avoid locking in an overly specific development plan. For example, it may not be wise to require a community building of a certain size, or a park or storage area of a specific design in a specific location, because those items may need to be moved or resized in the future.

Similarly, if the home owners association is responsible for roads and utilities, it may be wise to offer some flexibility to relocate or resize those facilities in the future as needs change. The Greater Bemidji Area of Minnesota has thought through these issues and adopted a PUD approach for tiny-home subdivisions (§1101.F).

A PUD for a tiny-house community should be drafted assuming that conditions will change in the future, and to avoid locking in an overly specific development plan.

owners agree to own and maintain it over time (i.e., the city or county will not accept it as dedicated infrastructure for public maintenance), so the developer will likely have to create a home owners association to do so. These types of specialized standards have been adopted before, however, for unique forms of housing like manufactured home subdivisions or cottage

A Condominium or Cohousing Development

If the occupants of tiny houses in the community do not need to have the right to sell individual lots to others in the future, then a tiny house community could be structured as a condominium or cohousing development. Under this model, the land remains unsubdivided. Instead, a development plan is approved allowing many tiny houses, and perhaps support facilities like community buildings or shared parking areas, to occupy a single parcel of land. Instead of owning individual lots, residents own shares in the development as a whole. If structured as a condominium, each resident's share includes the exclusive rights to occupy their individual tiny house and a parking space, and also a proportionate share in the land, community buildings, roads, and infrastructure serving the area. As with a nontraditional subdivision described above, the local government may well require that the roads and utilities be owned and maintained by the condominium association. Under this approach, residents who decide to sell their tiny house in the future are actually selling their package of rights in the development (and the maintenance obligations that go along with them)—they are not selling the land. Again, it is usually wise to avoid overregulating or “zoning to a picture” in ways that may require additional governing body approval for minor changes in the future.

CONCLUSION

At this point, most city and county zoning and subdivision ordinances are unprepared for tiny houses. Answers to questions about what tiny houses are, where they can be installed, and under what conditions can be found if you search hard enough—but they are not clear or obvious. The good news is that there are several examples of how land-use controls can

be developed or modified to accommodate new and creative forms of housing and land development. RV park, manufactured home park, and subdivision, cohousing, and cottage development standards provide a deep pool of content from which tiny-house regulations can be tailored and developed.

As with most land-use questions, however, the appropriate tools cannot be crafted until some policy questions have been answered. To prepare for the arrival of tiny-house owners and community developers in the future, local governments should be prepared to answer these questions:

- Do we want to allow the installation of tiny houses for long-term occupancy, and if so, in what parts of our community?
- Do we want to accommodate only those tiny houses that meet our current building code or the federal manufactured home standards, or do we want to create exceptions for other tiny houses that can be made safe for long-term occupancy in other ways?
- Do all tiny houses need to be installed on foundations and with connections to our electric, water, and sewer systems, or are there some areas (maybe rural areas) where we would allow them under other circumstances?
- Are there areas of the community where they should be permitted as primary dwelling units?
- Are there areas of the community where they should not be permitted as primary dwelling units, but would be acceptable as accessory dwelling units?
- What changes to our building code, zoning ordinance, and subdivision regulations need to be made to achieve those results?

- With a little forethought, you can be prepared for the day a tiny-house owner shows up with some or all of the questions discussed above—and avoid that “deer-in-the-headlights” look that so annoys the town council.

VOL. 32, NO. 11

Zoning Practice is a monthly publication of the American Planning Association. Subscriptions are available for \$95 (U.S.) and \$120 (foreign). James M. Drinan, JD, Executive Director; David Rouse, AICP, Managing Director of Research and Advisory Services.

Zoning Practice (ISSN 1548-0135) is produced at APA. Jim Schwab, AICP, and David Morley, AICP, Editors; Julie Von Bergen, Assistant Editor; Lisa Barton, Design and Production.

Missing and damaged print issues: Contact Customer Service, American Planning Association, 205 N. Michigan Ave., Suite 1200, Chicago, IL 60601 (312-431-9100 or customerservice@planning.org) within 90 days of the publication date. Include the name of the publication, year, volume and issue number or month, and your name, mailing address, and membership number if applicable.

Copyright ©2015 by the American Planning Association, 205 N. Michigan Ave., Suite 1200, Chicago, IL 60601-5927. The American Planning Association also has offices at 1030 15th St., NW, Suite 750 West, Washington, DC 20005-1503; planning.org.

All rights reserved. No part of this publication may be reproduced or utilized in any form or by any means, electronic or mechanical, including photocopying, recording, or by any information storage and retrieval system, without permission in writing from the American Planning Association.

Printed on recycled paper, including 50-70% recycled fiber and 10% postconsumer waste.

Cover: “Tiny house, Portland” by Tammy (Weekend with Dee), Wikimedia (CC-by-2.0); design concept by Lisa Barton.

REFERENCES

- Bemidji (Minnesota), City of. 2015. Greater Bemidji Area Zoning and Subdivision Ordinance. Article XI: Subdivisions and Planned Unit Developments. Section 1101: Subdivisions of Land. Part F: Tiny House Subdivision. Available at tinyurl.com/pzljouf.
- Mccann, Conor. 2015. “The Workhouse Postmortem.” May 27. Available at theworkhouse.co/postmortem.
- Spur (Texas), City of. 2014. “A Resolution Establishing the Designation of the City of Spur, as America’s First ‘Tiny’ House Friendly Town,” July 17. Available at spurfreedom.org/hooray-for-our-city-council.
- Tumbleweed Tiny House Company: tumbleweedhouses.com.

QUICKNOTES

Making Space for Tiny Houses

"Tiny houses" are attracting a lot of attention through social media, television shows, documentaries, and stories in the popular press. Advocates often tout the affordability and environmental friendliness of living in very small homes. Meanwhile, skeptics and detractors see a passing fad and caution against embracing tiny houses as a distinct type of dwelling. Currently, many cities and counties have provisions in their land-use and development regulations that make legal development and occupation of tiny houses difficult or impossible. However, a small number of communities have made changes to their codes to explicitly permit tiny-house living.

Background

While there is no official definition, many planners, policy experts, and advocates consider any single-family dwelling with 400 square feet or less of floor area to be a *tiny house*. In some contexts, commentators only apply the label *tiny house* to very small site- or factory-built dwellings attached to permanent foundations. However, other commentators reserve the term for chassis-mounted mobile homes, which may or may not be built to U.S. Department of Housing and Urban Development standards for manufactured housing (24 CFR §3280) or to the Recreational Vehicle Industry Association's standards for "park model" recreational vehicles (ANSI A119.5).

In many places, property owners and residents are interested in both foundation-attached and chassis-mounted tiny houses as principal or accessory dwelling units. In some cities and counties, there is also a growing interest in tiny-home communities, where multiple foundation-attached or chassis-mounted tiny houses are sited on fee-simple subdivided lots, a condominium lot, or lease lots.

Regardless of the type of tiny house, there are several potential individual and collective benefits associated with tiny-house living; however, there has been little research to date on the actual community impacts of tiny houses. Meanwhile, state and local building codes, as well as local subdivision and zoning ordinances, often pose barriers to siting and occupying tiny houses.

The Case for Tiny-house Living

When considering homes constructed with similar materials and sited in similar locations, the smaller the home the cheaper and more efficient it is to heat, cool, and provide with electricity and water services. The same rule applies to the cost of the home itself. Chassis-mounted tiny houses are easier to move than site-built homes, and buyers can typically purchase them separate from land. This makes them attractive to people interested in traveling with their home and has the potential to create ownership opportunities for those who can't afford a conventional site-built home.

Many planners and housing policy experts see accessory tiny houses as a viable strategy for providing semi-independent housing for aging family members. In this scenario, tiny houses may be temporary or permanent and may include medical monitoring equipment. Beyond this, many housing and homelessness policy experts are interested in exploring the potential of tiny home communities as an alternative to temporary shelters or informal encampments for individuals experiencing homelessness. For example, Dignity Village in Portland, Oregon, has provided transitional housing in the form of a tiny house community since 2001 (dignityvillage.org).

Notwithstanding the potential benefits above, tiny houses do not enjoy universal support. In some communities, tiny-house residents have earned a reputation as scofflaws by "flying under the radar" of local building and zoning code enforcement. In other communities, there is a general concern about welcoming tiny houses without carefully assessing their likely impacts on public health, safety, and welfare.

Tammy ("Tiny House, Portland," Wikimedia, CC-BY-2.0)



A chassis-mounted tiny house in
Portland, Oregon.



American Planning Association

Making Great Communities Happen

Remove Unintentional Barriers

For cities and counties interested in supporting tiny-house living, it is important to take a close look at the effects of current building, subdivision, and zoning requirements on opportunities to site and occupy tiny houses. The most common regulatory barriers are state or local building code provisions that stipulate the minimum amount of habitable space per person for different types of residences, local zoning provisions that stipulate minimum unit sizes, and local zoning provisions establishing minimum lot area per unit and off-street parking requirements. Beyond this, many cities and counties classify chassis-mounted tiny houses as recreational vehicles and not dwelling units at all.

In some localities, minimum unit size or habitable space requirements and general prohibitions on camping outside of designated campgrounds or recreational vehicle parks effectively prohibit all tiny houses. In others, development standards can make tiny housing cost prohibitive.

Each of these potential barriers to tiny-house living may be wholly consistent with local policy objectives. If this not the case, consider opportunities to revise local building, subdivision, or zoning codes to remove unintentional barriers to siting and occupying tiny houses. This may be as simple as eliminating off-street parking requirements for accessory dwelling units or minimum unit size standards that exceed minimum habitable space requirements in the latest version of the International Building Code.

Identify Appropriate Locations

Not all types of tiny houses are appropriate for all community contexts. Some cities and counties may be content to see tiny houses on permanent foundations comingled with conventional site-built housing. Others may prefer to limit tiny houses to tiny-home communities or recreational vehicle parks.

In contexts where it is important to differentiate between tiny houses and other types of dwelling units (or recreational vehicles), cities and counties should consider defining tiny-house living as one or more distinct types of land uses and adding these land uses to tables or lists of permitted uses by zoning district.

Mitigate Potential Impacts

In some contexts, zoning district development standards may either be inappropriate for tiny house development or insufficient to ensure neighborhood compatibility. In these cases, cities and counties should consider adopting use-specific standards to minimize the potential for incompatible development.

For example, Fresno, California, permits chassis-mounted tiny houses as a type of accessory dwelling unit, subject to use-specific standards addressing design, minimum lot size, units per lot, unit size, lot coverage, setbacks, entrances, space between buildings, unit height, openings, access, parking, mechanical equipment, utility meters/addressing, home occupations, airport compatibility, and owner occupancy (\$15-2754). Meanwhile, Bemidji, Minnesota, permits “tiny house subdivisions” as planned unit developments, subject to standards addressing location, density, ownership structure, structural independence, lot size, setbacks, open space, design review, and utilities (\$1101.F).

Conclusions

The aging of the U.S. population, the continued growth in the percentage of single-person households, and the demand for a wider range of housing choices in communities across the country is fueling interest in new forms of residential development, including tiny houses. While many cities and counties can accommodate very small, site-built homes under their existing building, subdivision, and zoning codes, many others have development regulations that make factory-built or chassis-mounted tiny houses impractical or impossible to site and occupy. Once a city or county has identified a desire to make space for tiny houses, it’s important to remove unintentional regulatory barriers, identify suitable locations, and consider adopting use-specific standards for tiny-house living.

PAS QuickNotes (ISSN 2169-1940) is a publication of the American Planning Association’s Planning Advisory Service (PAS). © 2017 by the American Planning Association. All rights reserved. No part of this publication may be reproduced or utilized in any form or by any means, electronic or mechanical, including photocopying, recording, or by any information storage and retrieval system, without permission in writing. Visit PAS online at planning.org/pas to find out how PAS can work for you. American Planning Association staff: James M. Drinan, JD, Executive Director; David Rouse, FAICP, Managing Director of Research and Advisory Services; David Morley, AICP, and Anna Read, AICP, QuickNotes Editors; Julie Von Bergen, Senior Editor; Susan Deegan, Senior Graphic Designer

FURTHER READING

1. Published by the American Planning Association

Elliott, Donald L., and Peter Sullivan. 2015. “Tiny Houses and the Not-So-Tiny Questions They Raise.” *Zoning Practice*, November. Available at planning.org/zoningpractice.

Wyatt, Anne. 2016. “Tiny Houses: Niche or Noteworthy?” *Planning*, February. Available at planning.org/planning/2016/feb/tinyhouses.htm.

2. Other Resources

Vail, Katherine. 2016. “Saving the American Dream: The Legalization of the Tiny House Movement.” *University of Louisville Law Review*, 54: 354–379. Available at tinyurl.com/nyxfqbj.

Watson, Jayna. 2017. “Do Tiny Houses Fit in Your Community?” *Western Planner*, February. Available at tinyurl.com/m8hd2yx.

Do tiny houses fit into your community?



Ready for permanent placement on a foundation. Photo credit: Corey Aldrich.

by Jayna Watson, AICP, Spearfish, South Dakota

Located in a scenic valley and surrounded by the Black Hills in western South Dakota, Spearfish was founded in the late 1800's as an agricultural, education, and trade center in support of the gold boom taking place 20 miles southeast in the Lead-Deadwood-Central City area. The growth of the community has been a fairly sustainable rate at 2 percent per year since that era. Although the agricultural aspect of the area economy has significantly diminished over the years, Spearfish continues to be a regional provider of health care, post-secondary education, retail, and personal services.

The core area of the city's residential neighborhoods is over 125 years old and consists of lots measuring 50 x 140 feet, which at the time they were platted, represented a space adequate for a typical home built to the standards of that time; usually 1,000 square feet and less. In some locations, the owner controlled several contiguous 50 x 140 lots, and larger homes were built. As the city grew, housing lots in new neighborhoods became larger and changed in shape from narrow rectangles to wider rectangles so that the double and triple car garage plus larger house could fit on the lot. Spearfish is similar to

other mountainous western towns where the housing inventory reflects a lot of choices at the upper end of the market and not as many in the lower end. The more affordable single family housing in Spearfish is mostly supplied by the older and smaller homes in the downtown core, subdivisions built in the 1980's, manufactured homes, and a handful of homes built by Dakota Land Trust, a non-profit housing trust.

Nothing in the current housing discussion has created the same stir like the tiny house movement and Spearfish has wrestled with trying to understand where this option fits into the menu of choices for housing in the city. This article will address the following key topics:

- Defining the tiny house by how it's constructed – either on wheels or on a foundation
- Zoning and related standards for an exclusively tiny house neighborhood
- Aesthetic considerations of the tiny house
- Who are tiny home owners?
- Tiny homes as a community development strategy



Black Hills Tiny Cabins and Cottages prototype under construction. Photo credit: Corey Aldrich.

DEFINING THE TINY HOUSE BY HOW IT'S CONSTRUCTED

To sort out the difference between a camping trailer, a tiny house on wheels, or tiny house as a permanent structure on a foundation, websites like <http://americantinyhouseassociation.org/construction-guidelines> helped us organize our thoughts and

understand the various forms and versions of a tiny house in the context of what our building and zoning code requires.



“Bunkaboose” wheeled tiny home model by Ecocabins. Photo Credit: Ecocabins.com

The Tiny House on Wheels

There is not any single recognized authority for how a tiny house on wheels should be constructed; however, many helpful resources exist starting with the American Tiny House Association who has published a set of guidelines for building a tiny house on wheels. To some, a tiny home on wheels is simply the re-branding of the family camping trailer. The difference between the two can be found in how they are built. Camping trailers have lighter duty construction materials. For example, the exterior wall framing system of a camping trailer is usually 2 x 2 wood or steel with metal siding in order to limit the weight of the trailer as much as possible. By comparison, many commercial and do-it-yourself builders use 2 x 4 framing for the exterior walls and traditional residential siding which offers greater long term durability but does add more weight. Both the tiny house on wheels and camping trailer have similar plumbing and electrical designs in how they connect to hard utility systems.

The Tiny House on a Foundation

In Spearfish, for those wishing to build a tiny house on a permanent foundation, all construction must be done according to the International Residential Code (IRC), the plumbing, electrical, and fire code. The 2015 IRC requires a minimum of 120 square feet for a room. Adding in the requirements for a kitchen, bathroom and laundry room/closet, a tiny house that is compliant with the code is likely to be a minimum of 300 square feet and larger. Loft spaces that are intended for occupancy require a standard stairway. If they are used for storage, a ladder is permitted. A local company in Spearfish, Black Hills Tiny Cabins and Cottages (BHTinyCC@gmail.com) has recently completed an IRC code compliant tiny home. A recent visit with co-owner Corey Aldrich revealed his greatest concern is not about construction methods and building codes, but for finding sites and neighborhoods where the zoning regulations allow them, which leads to the next topic concerning how the zoning code views the tiny house.

ZONING AND RELATED STANDARDS FOR AN EXCLUSIVELY TINY HOUSE NEIGHBORHOOD

From the www.americantinyhouseassociation.org website, the following statement appears: “Our mission is to promote the tiny house as a viable, formally acceptable dwelling option for a wide variety of people.” The words “formally acceptable” mean that a community has pursued deliberate methods and means by which this kind of housing can exist. Many zoning standards are designed around the traditional single family house and garage already mentioned. For Spearfish, how a tiny home is constructed and placed on the site drives the zoning district it belongs in.

Permanent Placement

If the tiny home is placed on a foundation (and is building code compliant), they are permitted in all residential zoning districts in Spearfish. The minimum lot size in most Spearfish zoning districts is 8,000 square feet which is much larger than what is actually required for a tiny home neighborhood. For property owners that want to create lots that are smaller and more appropriately scaled to the tiny home, Spearfish has a special zoning district known as the Development Review District which is similar to a planned unit development. Based on a tiny home of 400 +/- square feet plus space for off street parking, patio and/or deck space, trees and gardens, a minimum lot size around 2,000 square feet serves as the starting point for the lot size.

Beyond the nuts and bolts of figuring out appropriate lot sizes and setbacks, the site planning for a neighborhood made of tiny homes must address important livability issues associated a dense single family neighborhood. A few ideas to incorporate are:

- Provide common open spaces to reduce predictability and monotony of a long row of houses
- Create lots that are extra deep or wide to allow more flexibility for home siting and variety in setback
- Plant themed landscaped areas in different locations with linked sidewalks or trails
- Create curvilinear street alignments with median plantings and traffic calming features
- Overcome the temptation to fill every square inch of the property with home lots

- Provide a common storage building that has either shared space or individually separated space for bikes, lawnmowers, etc.

Temporary Placement

For those who want more flexibility and freedom to move about with their home, Spearfish allows the tiny house on wheels to be located in any commercial campground. Initially, we debated if the wheeled tiny homes could be placed in a manufactured home park. However, we determined this was not possible because unlike manufactured homes that are built to manufactured housing industry standards and have been inspected, there is no similar type of recognized building standard or building safety inspection on a wheeled tiny home. In campgrounds, the home must be connected to water and sewer utilities. No 'dry' (without any water or sewer hookup) parking of a tiny home is allowed.



Beautiful gardens are planted in front of the tiny homes at Quixote Village. Photo Credit: Panza.

AESTHETIC CONSIDERATIONS OF THE TINY HOUSE

Although a key ingredient of the tiny house is its low cost of construction, this should not translate into a collection of cheap and unattractive structures without any thought given to the importance of interior and exterior design and landscaped settings. Like traditionally built homes, the amenities and upgrades within a tiny home can include everything from the latest in communication technology, to energy efficient windows, to exotic wood floors. The same is true for the quality of the outdoor spaces surrounding the tiny home. Whenever possible, small courtyards, porches, and decks can be added to enhance livability and visual quality. Designed and built by Wheelhaus Inc., the cabins at the Fireside Resort in Jackson Hole, Wyoming are a larger version of the tiny house but illustrate the importance of exterior quality. A visit to www.wheelhaus.com reveals the attention given to design materials that tie into the rugged and rustic qualities of the Jackson Hole area. Mature vegetation, cozy decks, and patios surround the buildings at Fireside and further define a sense of permanence in this resort neighborhood.

WHO ARE TINY HOME OWNERS?



Quality interior finishes are a key selling point for EcoCabins' "Morrison" home. Photo Credit: EcoCabins.

Whether by choice or by force, the tiny house concept has wide application to a number of people for permanent, year-round occupancy. As one solution to homelessness, Quixote Village in Olympia, Washington emerged from being a parking lot tent camp into a neighborhood of 30 tiny homes with half baths and utilities on 2.17 acres. This village is managed by the non-profit, Panza, which provides management support to the residents of the community as well as management of a community building that provides facilities such as showers, a laundry, a kitchen, and a community room. The cottages of this tiny home community are built on permanent foundations and provide a stable living environment for those previously unable to stay housed on their own.

Looking at the tiny house solution from the other end of the socio-economic spectrum, people hoping to make their retirement funds stretch farther into the future are also attracted to the benefits of the tiny house which is nothing new to retirees that have enjoyed park model trailers that have populated retirement neighborhoods in the sunbelt for years. College students, small families, and singles are all potential tiny home owners because of its affordability and flexibility for how the home can be used in the next stage of the homeowner's life. What serves as student housing today can work for senior housing tomorrow.

TINY HOMES AS A COMMUNITY DEVELOPMENT STRATEGY

Spur, Texas, dubs itself as the "The old west town that welcomes new pioneers," according to its website, www.spurfreesdom.org. This west Texas community wishes to attract people wanting to escape the ills of big city living including high real estate costs, lack of community, and disconnection from society. While this town of 1,000 is growing as a result of its acclaimed status as being tiny house friendly, all tiny houses must be set on a permanent foundation which is an indication of the town's desire for people make Spur their home and not just a stop-over. Spur's website also provides a fittingly plainspoken-Texas-style admonishment that makes it clear that Spur wants to build a town of people who take care of their property, not neglect it:

"..... you have the ongoing cost of maintaining the property in that you must keep it clear, clean and always mowed. Once you own it, that is really your only responsibility but there are steep penalties if you don't. And, of course, paying your taxes. So keep all of this in mind if you are just purchasing land purely for speculation."

The bottom line is that although they are not for everyone, the people who seek the tiny house lifestyle need the same amount of help and assistance to realize their dream as those who are building traditionally constructed homes. Setting up a reasonable and equitable path to allow tiny houses in our communities does not mean that every lot in town will have one. Market forces will ultimately determine if tiny housing is just a fad or a permanent player in housing choice.

Jayna Watson, AICP is the City Planner for the City of Spearfish, South Dakota. She is the president of South Dakota Planners Association and serves on The Western Planner Editorial Board.

Published February 2017



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

Memorandum

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: March 24, 2022
SUBJECT: City Manager's Report for March 29, 2022 Council Meeting

Council Visioning

On March 16th and 17th the Mayor, Council, and staff leadership team met at the Pratt Museum for a visioning work session. We discussed priorities for the future and had a lot of very productive conversation. Susie Amundson from Wise at Work facilitated and provided a wonderful service in guiding us through the visioning process. Assistant to the City Manager Christine Drais did a fantastic job of handling event logistics throughout the event. I would also like to acknowledge Jennifer Gibbins and her team at the Pratt Museum for being excellent hosts. Susie has completed a written follow up to the meeting (attached to this report) that I am now using to help me begin to create a roadmap for achieving the various goals and initiatives generated by the visioning session. I expect to have an update to share with Council at our next meeting (April 11th).

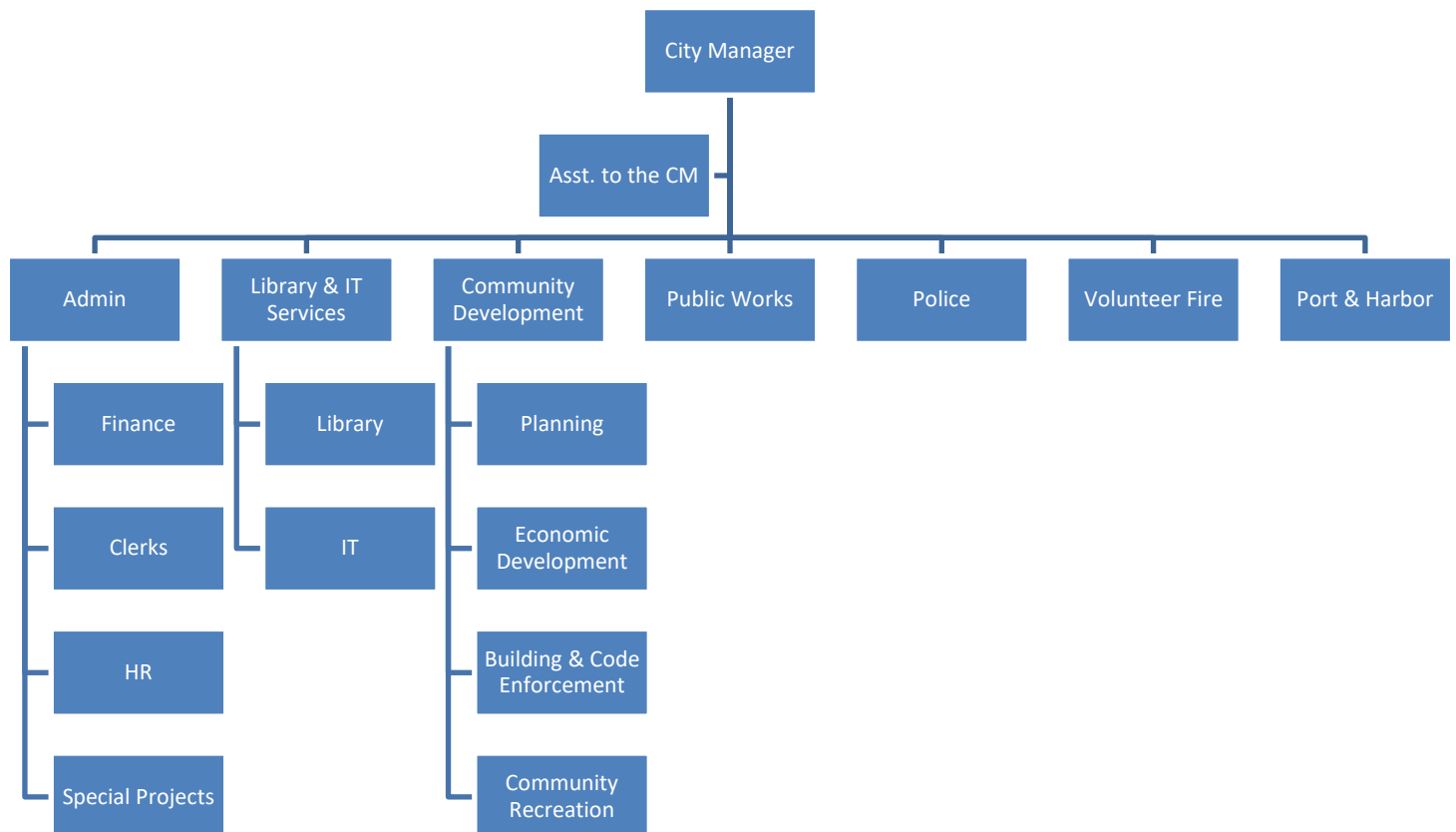


Organizational Goals

At the Council visioning, I presented a set of organizational goals based on staff goalsetting exercises. I have attached a memo to this report reiterating those goals so that they are more easily located by the public if interested in the staff perspective.

Reorganization Concept

At the Council visioning, I also presented a reorganization concept which is focused on reshaping the Administration Department. The main changes include the creation of a Library & Information Technology (LIT) Services Department, the creation of a Community Development Department (Planning, Economic Development, Community Recreation, and a future Building & Code Enforcement division), and the merger of Finance into Administration. The figure below shows an outline of the changes with a focus on affected departments/divisions. Officially creating or merging departments does require an act of Council, and staff will be working towards bringing ordinances to Council across the next couple months.



Development Work Group

As a complementary action to the proposed creation of a Community Development Department through staff reorganization, I have also launched a weekly Development Work Group that brings together staff from Community Development (Planning, Economic Development, and, in the future, Building) and Public Works (PW Director, PW Superintendent, and Engineering Division staff).

This working group was created with the express purpose of strengthening connections between departments/divisions/individuals involved in development at the City. Homer is growing and changing. The way we work together needs to change as well. At each meeting, we get together to review potential projects,

permit applications, and discuss the challenges and opportunities relevant to development in Homer. With many planning and utility-related interests supported by Council at the recent visioning, I believe that this will be a very active group within our organization.

Surplus Sale

The City has an active surplus sale underway at this time. Bids are due in by 5pm on Tuesday, April 12th. We have everything from a Christmas tree and Xtratuf slippers to a 2003 Ford F-250 Super Duty and a forklift. I have staff experimenting with some supplemental noticing of items for sale on platforms like Craigslist, Alaska's List, etc.



<https://www.cityofhomer-ak.gov/cityclerk/city-homer-surplus-equipment-sale-%E2%80%93-april-2022>

Community Kids Spring Break Program

The City of Homer Community Recreation program recently teamed up with South Peninsula Behavioral Health Services, also known as The Center, to offer some fun, safe indoor activities during the spring break for kids ages 6-12. There was a total of 24 children who attended over six days with lots of physical activities and team building skills. The program was an incredible success. This is an ongoing partnership has been very successful as The Center provides most of the staffing/supervision and Community Rec provides the space and equipment. We are intending to expand this offering whenever there are scheduled breaks from school during the school year and throughout the summer months to provide some much needed healthy options for local families and youth. We continue to receive very positive feedback from the parents as they express the great need for this opportunity and we will continue to find creative ways to meet this demand.



Special Election

The 2022 election season will begin earlier this year. With the unexpected passing of Congressman Don Young, the State of Alaska is required to hold two special elections, a special primary and a special general election, to fill the vacancy. The State Division of Elections (DOE) will hold a special primary election on June 11th and the special general election will fall on August 16th, the date of the regular primary election. The special primary will be a by mail election, as allowed under AS 15.20.080(a). The Governor has to issue a proclamation for these elections by Friday, March 25th to meet the relevant federal and state deadlines. This special election will be the State's first ranked choice election since the passage of Ballot Measure 2 in 2020. The City Clerk's Office staff works with the State to facilitate their elections and looks forward to working with the DOE and the citizens on this election and the remaining elections in August and November this year.

Meeting with Army Corps Colonel Delarosa

On March 15th, Harbormaster Bryan Hawkins, Special Projects Coordinator Jenny Carroll, and I met with Colonel Delarosa, Army Corps of Engineers Alaska District Commander, and Randy Bowker, Deputy District Engineer for Program Management and Chief of the Program and Projects Management Division. We spoke about the large vessel port expansion project, spit erosion, and basic wetland-related code enforcement issues. While the federal government has not yet authorized a new start general investigation for the port project, we remain the Alaska District's number one new start priority.

Enclosures:

1. Employee Anniversaries
2. Report from Susie Amundson regarding 2022 Visioning
3. Memo from the City Manager regarding Staff Goals
4. Surplus sale information
5. Memo from Parks Superintendent regarding Bayview Park



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

Memorandum

TO: MAYOR CASTNER AND CITY COUNCIL
FROM: Andrea Browning
DATE: March 29, 2022
SUBJECT: March Employee Anniversaries

I would like to take the time to thank the following employees for the dedication, commitment and service they have provided the City and taxpayers of Homer over the years.

Matt Clarke	Port	21	Years
Elton Anderson	Port	16	Years
Renee Krause	Clerks	15	Years
Mike Parish	Public Works	8	Years
Angie Kalugin	Finance	7	Years
Elizabeth Walton	Finance	5	Years
Kurt Read	Port	5	Years
Matt Smith	Library	4	Years
Matt Steffy	Public Works	4	Years
Mike Pettit	Public Works	3	Years
Jan Keiser	Public Works	2	Years

CITY OF HOMER VISIONING 2022

2022: Wed, March 16 (9:00 am to 1:00 pm) + Thur, Mar 17 (9:00 am to 2:00 pm)

Facilitator: Susie Amundson

Purpose of Visioning

- To build consensus and set strategic direction including priority areas and goals for Calendar Year 2022
- To leverage strategic priorities through the intersection of Mayor and Council-Initiated Proposals and City-Initiated Recommendations
- To foster relationship building with the Council, Mayor, City Manager, and Department Heads

Leaders for City Visioning

- Ken Castner, Mayor
- Donna Aderhold, Councilmember
- Jason Davis, Councilmember
- Shelly Erickson, Councilmember
- Storm Hansen-Cavasos, Councilmember
- Rachel Lord, Councilmember
- Caroline Venuti, Councilmember
- Karin Marks, Community Volunteer
- Rob Dumouchel, City Manager
- Christine Drais, Assistant to City Manager
- Jenny Carroll, Special Projects Coordinator
- Andrea Browning, Personnel Director
- Melissa Jacobsen, City Clerk
- Rick Abboud, City Planner
- Julie Engebretsen, Deputy City Planner
- Dave Berry, Library Manager
- Mike Illg, Community Recreation Manager
- Jan Keiser, Public Works Director
- Elizabeth Walton, Finance Director
- Bryan Hawkins, Port and Harbor Director
- Mark Robl, Police Chief

Agenda and Visioning

The agenda allowed for participants to enjoy opening warm-ups and snack and lunch breaks, to foster relationship building, and to conduct visioning business. Meeting packets were sent out prior to the session. Agenda topics are outlined below. *See Appendix A for full agenda.*

- City Manager highlighted the accomplishments and outstanding items of the 2020 city's strategic areas, shared the upcoming goals for the City Staff, and with staff leaders pitched city-initiated priorities and fielded questions.
- Each councilmember presented three project proposals and the mayor presented four.
- Through facilitated group discussion, participants identified ideas and projects with overlap, cohesion, and partnerships.
- Strategic Priorities were agreed upon and set.
- At the end of Day 1, participants were asked to individually share and explain their vision for themselves and future generations in Homer. *See Appendix B for visioning responses.*

2022 Strategic Priorities

Both City-Initiated ideas and Council-initiated proposals comprise the Strategic Priorities. The Mayor and City Council as the primary decision-makers determined the priorities with input and feedback of City Staff. All of the participants recognize the synergy, interrelatedness, and needed ongoing integration of the various priorities. For example, Updating Building and Zoning Codes relates to Affordable Housing as well as to Walkability within the City. Strategic Priorities with substantive topics are outlined below but in no rank-order of prioritization. The City Manager will continue coordinating with the Mayor, City Council, and Staff to operationalize these priorities.

STRATEGIC PRIORITIES	SUPPORTING IDEAS
FISCAL POLICY IMPROVEMENTS	
COMPREHENSIVE PLAN FAST FORWARD	<ul style="list-style-type: none"> • Planning Code and Zoning • Building Code + Safety Enforcement • Building Code Comprehensive Plan Review • Code Review for Housing and Development Density • Modernize Zoning Codes
INFRASTRUCTURE	<ul style="list-style-type: none"> • Harbor Float Replacement • Critical Water Infrastructure, • Extend City Utilities into Underserved Areas • Extend Utilities with Trunk Lines • Strengthen Cybersecurity • Expand IT Staff • Public Works + Motor Pool Land Purchase • Emergency Preparedness Planning + Training
NON-MOTORIZED PATHWAYS AND TRAILS	<ul style="list-style-type: none"> • Sidewalk and Pedestrian Access Requirements • Trail and Sidewalk Improvement • Access to Trails and Pedestrian Facilities • Sidewalks and Stormwater Pipes for Downtown
HOUSING	<ul style="list-style-type: none"> • Affordable Year-Round Housing • Seasonal Housing for Workers • Short-Term Rentals
RECREATION AND HERC (ongoing 2020 priority)	<ul style="list-style-type: none"> • Recreational Dept Priorities and Planning • Expand Youth Recreational Programming
ADDITIONAL TOPICS	<ul style="list-style-type: none"> • Town Center (downtown public multi-use space) • Volunteer Action Plan (emergency personnel, commissions, etc.) • Public Safety Community Conversations • Designation of Coast Guard City

Next Steps: Breathing Life into the Strategic Priorities

To begin discussing the operationalizing of three strategic priorities, break-out groups met and discussed: (a) Infrastructure; (b) City Comprehensive Plan (including zoning and code); and (c) Housing. Preliminary ideas were shared with the whole of the group prior to the meeting's end and will be used as a launching pad for continued project planning and implementation. Photos of the break-out group discussion highlights are being sent to the City Manager in a separate document.

Summary

The elected officials of the City of Homer were able to meet with the City Manager and Staff to determine the city's 2022 Strategic Priorities. Setting strategic priorities provide a cohesive and clear direction for both the City Manager and Staff as well as the Mayor and Council. This type of meeting not only sets the stage for prioritization but also increases the depth and breadth of understanding regarding the issues and circumstances related to the priorities. For the next steps, it will be crucial that workgroups/teams addressing the priority areas will be comprised of Council champions and cross-sector representation of City Staff to ensure that these multi-layered, linked, and complex projects have enough capacity and resources to be successful.

I appreciate you including me in this exciting planning and prioritization process for the City of Homer. Please let me know if I can help with anything moving forward. Also, thank you for your dedicated, enthusiastic, and diligent efforts to provide a vibrant, safe, and livable Homer community for our citizens.

Susie Amundson, PhD, OTR, FAOTA
susie.wiseatwork@gmail.com / 509-998-1009



Appendix A: Meeting Agenda

City of Homer

MAYOR, CITY COUNCIL, and CITY LEADERSHIP VISIONING

2022: Wed, March 16 (9:00 am to 1:00 pm) + Thur, Mar 17 (9:00 am to 1:30 pm)

Pratt Museum | HOTwSPOTS Network | Code: 00638-78065

Facilitator: Susie Amundson

OBJECTIVES of RETREAT

- To build consensus and set strategic direction including priority areas and goals for Calendar Year 2022
- To leverage strategic priorities through the intersection of Mayor and Council-Initiated Proposals and City-Initiated Recommendations
- To foster relationship building with the Council, Mayor, City Manager, and Department Heads

AGENDA for Wednesday, March 16

9:00 – 9:30	Getting Ready to Plan <ul style="list-style-type: none">• Welcome and Warming Up• Purpose and Process
9:30 – 10:00	Review of 2020 Strategic Goals <ul style="list-style-type: none">• Status, Reflection, and Discussion
10:00 – 10:35	Presentation of City Staff Goals <ul style="list-style-type: none">• Q&A with Rob
10:35 – 10:45	Bio Break
10:45 – 11:30	City-Initiated Recommendations <ul style="list-style-type: none">• Presentations• Q&A with Rob and City Dept Leaders
11:30 – 11:45	Sharing Council-Initiated Priorities (#1) <ul style="list-style-type: none">• Presentation with Q&A
11:45 – 12:20	Lunch (downstairs)
12:20 – 12:50	Sharing Council-Initiated Priorities (#2, #3) <ul style="list-style-type: none">• Presentations with Q&A
12:50 – 1:00	Wrap Up

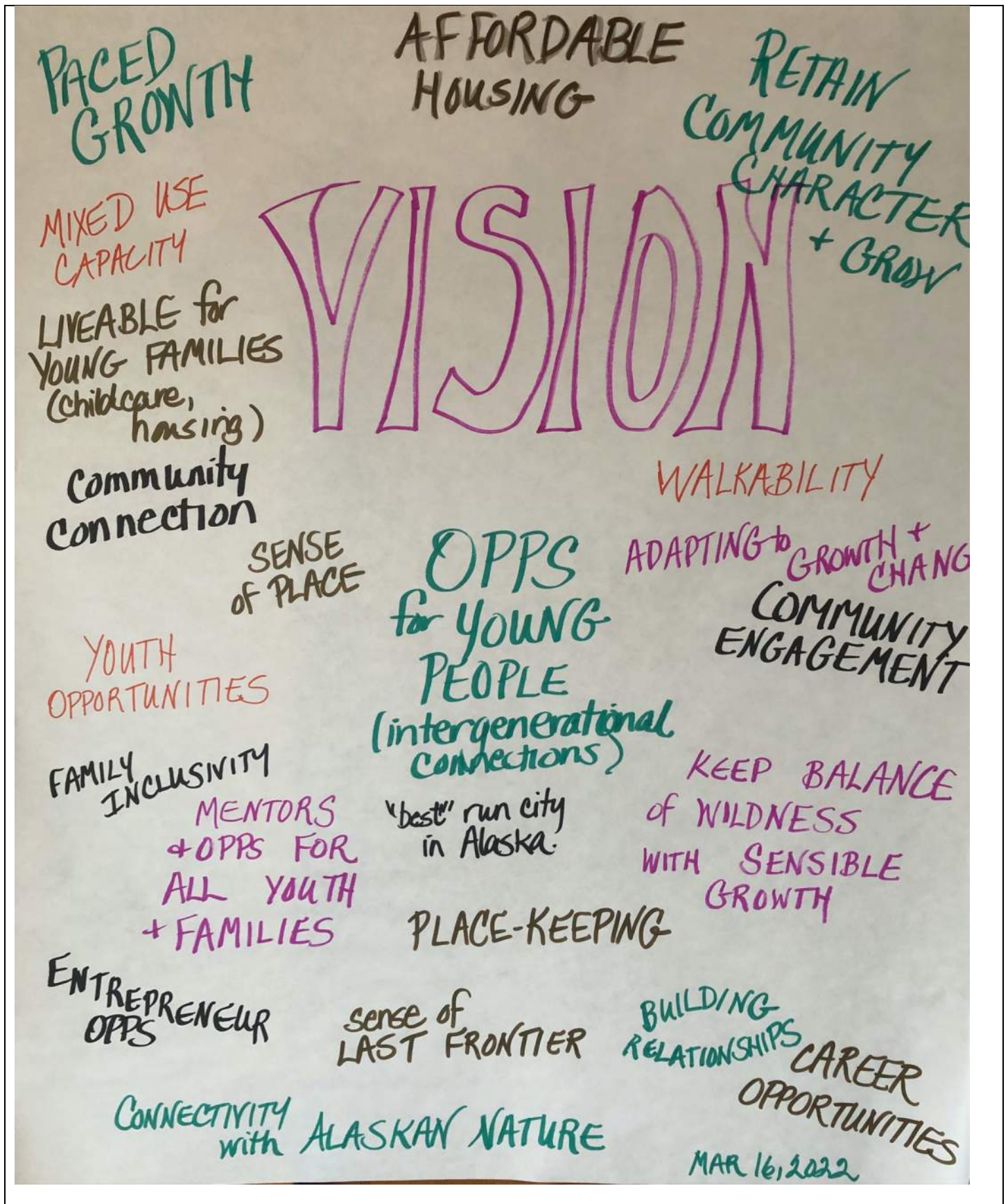
City of Homer Visioning Agenda_FNL
Facilitator: Susie Amundson, PhD



AGENDA for Thursday, March 17

- | | |
|----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 9:00 – 9:10 | Welcome and Reflections of Day 1 |
| 9:10 – 10:15 | Sharing Council-Initiated Priorities (#4, #5, #6, #7) <ul style="list-style-type: none">• Presentations with Q&A |
| 10:15 – 10:25 | Bio Break |
| 10:25 – 11:30 | Common Ground of Council and City-Initiated Proposals <ul style="list-style-type: none">• Potential Patterns and Partnerships• Overlapping Interests and Partnerships [Break-Outs] |
| 11:30 – 12:05 | Lunch (downstairs) |
| 12:05 – 1:00 | Determining City of Homer Priorities for 2022 <ul style="list-style-type: none">• Project Pitches: Group + Individual• Discerning and Setting 2022 Priorities |
| 1:00 – 1:20 | Next Steps <ul style="list-style-type: none">• Planning• Tracking and Monitoring Priorities |
| 1:20 – 1:30 | Public Comment |

Appendix B: Visioning for the City of Homer





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

Memorandum

TO: Mayor Castner and Homer City Council
FROM: Rob Dumouchel, City Manager
DATE: March 8, 2022
SUBJECT: Staff Goals and Council-Priority Suggestions for 2022

Each calendar year, I ask the City's leadership team to go through a goal setting exercise that considers their department/division goals, professional goals, and personal goals. I find this to be a very useful exercise as it gives me insight into what my team finds important and what they aspire to achieve in the upcoming year. In preparation for the 2022 Council visioning session, I have distilled the team's department/division goals, along with my own goals, into a set of high-level organizational goals that will help guide staff activities. This is presented to the Council for informational purposes as part of the Council visioning sessions.

THEME	GOALS
TRAINING, DEVELOPMENT, RECRUITING & RETENTION	1.1: Support development of staff through investments in training and a culture of continuous professional development
	1.2: Recruit and retain sufficient staff to meet organizational needs and Council goals
	1.3: Provide fair, competitive, and equitable wages for all staff members
TEAMWORK AND COLLABORATION	2.1: Foster a culture of teamwork and collaboration among staff, departments, elected officials, and external stakeholders
	2.2: Reinvent and invest in City volunteer programs to account for nationwide trends in volunteerism
	2.3: Experiment with new forms/methods of public engagement
PLANNING FOR A SUSTAINABLE HOMER	3.1: Plan for the future of Homer with well-coordinated plans
	3.2: Integrate consideration of sustainability principles, to include social, economic, and environmental factors, into all City operations
	3.3: Invest in emergency preparedness through planning, zoning, and public education
	3.4: Proactively invest in fleet modernization to keep up with operational and community needs
	3.5: Improve financial planning and reporting as an investment in long-term financial health
MODERNIZED POLICIES AND PROCEDURES	4.1: Review, update, and modernize City policies, procedures, handbooks, etc.
	4.2: Create clear standard operating procedures for City tasks and processes

Beneath these organizational goals, we have numerous projects, programs, initiatives, etc. that have been put forward by department/division leaders to my office. Many specific staff goals are operational and I'm working with staff to scope concepts and build project teams where appropriate. There are many instances where departments/divisions have very similar goals and could benefit from pursuing them together. We're making those connections.

Above our organizational goals, Administration has a short list of big projects for which I would like to recruit Council supporters to help move forward during 2022. The following will be presented in the hopes of finding Council champions to consider them for inclusion into the 2022 Council-Initiated Priorities.

- **Comprehensive Plan Fast Forward:** The current Comprehensive Plan rewrite was completed in 2018. Much has changed in the years since it was adopted. I believe now is a great time to start moving forwards with a rewrite of the Comprehensive plan to give Homer a proper foundation upon which to build the future of the City.
- **Building Safety and Code Enforcement:** Homer does not have an adopted building code, and only commercial structures are reviewed by the Fire Marshal for any kind of code compliance. This is not a safe nor sustainable solution in the long term. We need to begin to consider the adoption of a building code and how to operate a building and code enforcement division.
- **Volunteer Action Plan:** Volunteerism is struggling across America, and we see results of that trend within our own volunteer programs. This plan would evaluate the local barriers to volunteerism and consider ways to improve and expand our programs and numbers of active volunteers.
- **Public Safety Citizens' Advisory Board:** This group would function in a similar way to groups like the Library Advisory Board. It would give our public safety departments more engagement with the community.
- **Strengthening of Cybersecurity Program:** Cybersecurity has been identified as a critical area in which the City needs to invest time and resources. The IT Division has been actively working towards cybersecurity goals for many years, however, we need to step up our efforts in this area to protect the City's operations.
- **Emergency Preparedness Planning & Training:** Homer's physical geography leaves it vulnerable to many types of hazard. While we have existing plans for emergency preparedness (All-Hazards Mitigation Plan, Emergency Operations Plan), they are due for a refresh. Additionally, the City would benefit from more FEMA training and conducting more regular tabletop and live action exercises.

ORGANIZATIONAL GOALS

THEME

GOALS

TRAINING, DEVELOPMENT, RECRUITING AND RETENTION

- 1.1: Support development of staff through investments in training and a culture of continuous professional development
- 1.2: Recruit and retain sufficient staff to meet organizational needs and Council goals
- 1.3: Provide fair, competitive, and equitable wages for all staff members

TEAMWORK AND COLLABORATION

- 2.1: Foster a culture of teamwork and collaboration among staff, departments, elected officials, and external stakeholders
- 2.2: Reinvent and invest in City volunteer programs to account for nationwide trends in volunteerism
- 2.3: Experiment with new methods of public engagement

PLANNING FOR A SUSTAINABLE HOMER

- 3.1: Plan for the future of Homer with well-coordinated plans
- 3.2: Integrate consideration of sustainability principles, to include social, economic and environmental factors, into all City operations
- 3.3: Invest in emergency preparedness through planning, zoning, and public education
- 3.4: Proactively invest in fleet modernization to keep up with operational and community needs
- 3.5: Improve financial planning and reporting as an investment in long-term financial health

MODERNIZED POLICIES AND PROCEDURES

- 4.1: Review, update, and modernize City policies, procedures, handbooks, etc.
- 4.2: Create clear standard operating procedures for City tasks and processes



**CITY OF HOMER
SURPLUS EQUIPMENT SALE
HOMER, ALASKA**

Sealed bids for City surplus equipment will be received by the City Clerk's Office at 491 E. Pioneer Avenue, Homer, Alaska 99603 until **5:00 p.m., Tuesday, April 12, 2022.** Bids received after the time fixed for receipt of the Bid shall not be considered. Sealed bids must be on the proper Bid Form provided by the City, one item per form per envelope, and must have the Bidder's Name and Address, the Bid Item Number and Item Name, and "City of Homer Surplus Equipment Sale – April 2022" printed on the outside of the envelope. **All bidders must submit a City of Homer Plan Holders Registration form to be on the Plan Holders List and to be considered responsive.**

Plan Holder Registration Form, Surplus Equipment List, Minimum Bid Requirements, and Bid Form are available online at <http://www.cityofhomer-ak.gov/rfps>. Paper copies of the Bid Packet may be obtained from the City Clerk's Office for a \$10.00 fee. Additional paper copies of the Bid Form may be obtained for a fee of \$0.25 per copy.

Surplus equipment includes items such as outdoor gear, vehicles, office supplies and furniture, heavy duty equipment, and other miscellaneous items.

All items will be sold in "as is, where is" condition, no warranties expressed or implied. Minimum bids may be listed on some items. Inspection of items may be arranged by contacting the respective department at the phone numbers shown on the surplus equipment list during regular office hours between Thursday, March 24th and Monday, April 11th.

Sealed bids will be publicly opened and read on Wednesday, April 13, 2022 at 3:00 p.m.

The City reserves the right, when in its best interest, to reject any and all bids and to waive any informalities or irregularities. **Purchased items must be paid for and removed within five business days of the bid opening.**

Dated this 18th day of _____ March 2022.

CITY OF HOMER



Robert Dumouchel, City Manager

Publish: Homer News 3/24/2022 & 3/31/2022
Account #100.0160.5227

**CITY OF HOMER
SURPLUS EQUIPMENT SALE – APRIL 2022
HOMER, ALASKA**

BID PACKET

I. BIDDING GENERAL REQUIREMENTS

BIDS MUST BE SUBMITTED USING THE FOLLOWING INSTRUCTIONS TO AVOID HAVING YOUR BID REJECTED:

- All bidders must submit a City of Homer Plan Holders Registration form to be on the Plan Holders List to be considered responsive. See attached form.
- **Only 1 bid item per Bid Form, per envelope, printed legibly or typed.**
- Sealed bids must be on the proper Bid Form provided by the City.
- The envelope must be opaque, sealed, and have the following information printed on the outside of the envelope:
 - *Bidder's Name and Address*
 - *"City of Homer Surplus Equipment Sale – April 2022"*
 - *Bid Item Number and Item Name*
- Sealed bids may be mailed or hand-delivered to:
 - City Clerk's Office
 - 491 E. Pioneer Avenue
 - Homer, Alaska 99603

Sealed bids shall be received at the City Clerk's Office **no later than 5:00 p.m., Tuesday, April 12, 2022.** The time of receipt will be determined by the City Clerk's time stamp. Bids received after the time fixed for receipt of the bid shall not be considered. Sealed bids will be publicly opened and read on **Wednesday, April 13, 2022 at 3:00 p.m. Purchased items must be paid for and removed within five business days of the bid opening.**

The City Clerk's Office **will not** provide envelopes for bidders, nor will the Clerk's Office staff write bidder's information on the envelope on behalf of the bidder.

Additional paper copies of this Bid Form may be obtained for a fee of \$0.25 per copy.

The City reserves the right, when in its best interest, to reject any and all bids and to waive any informalities or irregularities.

II. DESCRIPTION, LOCATION, & COST

The complete list of available Surplus Equipment is attached. Included in this list is an item number and name, a description, the point of contact for that item, its location, a photo, and the minimum bid requirement (if applicable).

All items will be sold in "as is, where is" condition, no warranties expressed or implied. Inspection of items may be arranged by contacting the respective department at the phone numbers shown during regular office hours between Thursday, March 24th and Monday, April 11th.

III. PROPOSED BID SCHEDULE

ITB Surplus Sale Advertisement	March 24 & 31, 2022 – Homer News
Item Inspection Period	March 24 – April 11, 2022
Bids Due	April 12, 2022 at 5:00 p.m.
Opening of Bids/Notice of Successful Bid	April 13, 2022 at 3:00 p.m.
Deadline to Pay For/Remove Items	April 20, 2022 at 5:00 p.m.

IV. ATTACHMENTS

1. Surplus Equipment Sale List
2. City of Homer Plan Holders Registration Form
3. Bid Form

**CITY OF HOMER
SURPLUS EQUIPMENT SALE – APRIL 2022
HOMER, ALASKA**







SURPLUS EQUIPMENT SALE LIST







Item #CC01		
Item Name: Ballot Boxes		
Description: Three (3) plastic ballot boxes, includes keys		
Minimum Bid: Make Offer		
Contact Person: Clerk Staff (907) 235-3130	Item Location: 491 E Pioneer Avenue	
Item #CC02		
Item Name: CD Cases		
Description: About 600 empty CD cases, assorted colors		
Minimum Bid: Make Offer		
Contact Person: Clerk Staff (907) 235-3130	Item Location: City Clerk's Office 491 E Pioneer Avenue	
Item #CC03		
Item Name: Christmas Tree		
Description: Faux 7.5 ft. Christmas Tree with built-in lights		
Minimum Bid: Make Offer		
Contact Person: Clerk Staff (907) 235-3130	Item Location: City Clerk's Office 491 E Pioneer Avenue	
Item #CC04		
Item Name: Tape Recorders		
Description: Two (2) microcassette tape recorders		
Minimum Bid: Make Offer		
Contact Person: Clerk Staff (907) 235-3130	Item Location: City Clerk's Office 491 E Pioneer Avenue	
Item #CC05		
Item Name: Conference Speakerphone		
Description: Conference Link speakerphone kit; comes with two tabletop units and power cords		
Minimum Bid: Make Offer		
Contact Person: Clerk Staff (907) 235-3130	Item Location: City Clerk's Office 491 E Pioneer Avenue	






Item #CC06		
Item Name: Microphones		
Description: Two (2) microphones; one comes with a stand		
Minimum Bid: Make Offer		
Contact Person: Clerk Staff (907) 235-3130	Item Location: City Clerk's Office 491 E Pioneer Avenue	
Item #CC07		
Item Name: Timer		
Description: Digital timer with hour-minute-second controls		
Minimum Bid: Make Offer		
Contact Person: Clerk Staff (907) 235-3130	Item Location: City Clerk's Office 491 E Pioneer Avenue	
Item #CC08		
Item Name: Water Cooler Stand		
Description: Water cooler/water jug stand with hot and cold taps		
Minimum Bid: Make Offer		
Contact Person: Clerk Staff (907) 235-3130	Item Location: City Clerk's Office 491 E Pioneer Avenue	
Item #CC09		
Item Name: Laptop Bag		
Description: Shoulder/laptop bag; multiple pockets and adjustable strap		
Minimum Bid: Make Offer		
Contact Person: Clerk Staff (907) 235-3130	Item Location: City Clerk's Office 491 E Pioneer Avenue	
Item #CC10		
Item Name: Office Chair		
Description: Swivel office chair, black with chrome base, caster wheels		
Minimum Bid: Make Offer		
Contact Person: Clerk Staff (907) 235-3130	Item Location: City Clerk's Office 491 E Pioneer Avenue	
Item #CC11		
Item Name: Cork Board		
Description: Cork board in wood frame, 35"W x 23"H		
Minimum Bid: Make Offer		
Contact Person: Clerk Staff (907) 235-3130	Item Location: City Clerk's Office 491 E Pioneer Avenue	






Item #CC12		
Item Name: Chalk Board		
Description: Double-sided chalk board on self-standing wood frame; board rotates and locks, 6'W x 4'H		
Minimum Bid: Make Offer		
Contact Person: Clerk Staff (907) 235-3130	Item Location: City Clerk's Office 491 E Pioneer Avenue	
Item #CC13		
Item Name: KBBI Poster		
Description: Framed KBBI 1979-1989 poster		
Minimum Bid: Make Offer		
Contact Person: Clerk Staff (907) 235-3130	Item Location: City Clerk's Office 491 E Pioneer Avenue	
Item #CC14		
Item Name: Signed Homer Poster		
Description: Framed "Good-by Here and Hello Homer" poem poster, signed by Larry A Beck, 1977		
Minimum Bid: Make Offer		
Contact Person: Clerk Staff (907) 235-3130	Item Location: City Clerk's Office 491 E Pioneer Avenue	
Item #CC15		
Item Name: Executive Desk		
Description: Dark Coffee Wood L-shaped Executive Desk with bow front and two lockable, 3-drawer sets that fits letter-sized hanging files; Main desk piece 72"W x 30"D, Side desk piece 42"W x 24"D		
Minimum Bid: \$100.00		
Contact Person: Clerk Staff (907) 235-3130	Item Location: City Clerk's Office 491 E Pioneer Avenue	
Item #HVFD01		
Item Name: Mako 5000 psi Breathing Air Compressor		
Description: 240v 5000 psi breathing air compressor with 8 bottle cascade system		
Minimum Bid: \$3,000.00		
Contact Person: Homer Fire Dept. (907) 235-3155	Item Location: Skyline Fire Station Diamond Ridge Road	





Item #HVFD02		
Item Name: SCBA with Bottle & Mask		
Description: 35 Units of Scott 4500 psi Self-contained breathing apparatus with bottles and mask		
Minimum Bid: \$100.00 per SCVA Ensemble		
Contact Person: Homer Fire Dept. (907) 235-3155	Item Location: Homer Fire Station 604 E Pioneer Avenue	
Item #CM01		
Item Name: Hanging Folder		
Description: Legal Size Hanging File Folders - 40 count		
Minimum Bid: \$15.00		
Contact Person: Christine Drais (907) 435-3102	Item Location: City Manager's Office 491 E Pioneer Avenue	
Item #PL01		
Item Name: Hon Office Chair One		
Description: Blue, on casters, does not include armrests		
Minimum Bid: \$25.00		
Contact Person: Travis Brown (907) 235-3106	Item Location: Planning Dept. 491 E Pioneer Avenue	
Item #PL02		
Item Name: Hon Office Chair Two		
Description: Blue, on casters, does not include armrests		
Minimum Bid: \$25.00		
Contact Person: Travis Brown (907) 235-3106	Item Location: Planning Dept. 491 E Pioneer Avenue	
Item #PL03		
Item Name: Commercial Anti-Fatigue Mat		
Description: 3 ft. x 6 ft. vinyl-type surface with foam backing		
Minimum Bid: \$50.00		
Contact Person: Travis Brown (907) 235-3106	Item Location: Planning Dept. 491 E Pioneer Avenue	
Item #PH01		
Item Name: Kayak Paddle		
Description: Hobie brand kayak paddle, adjustable, excellent condition		
Minimum Bid: \$25.00		
Contact Person: Rose Riordan (907) 235-3160	Item Location: Harbormaster's Office 4311 Freight Dock Road	


Item #PH02		
Item Name: Baby Carrier Backpack		
Description: Dueter baby carrier back pack, green and grey, VA 25720, great condition		
Minimum Bid: \$75.00		
Contact Person: Rose Riordan (907) 235-3160	Item Location: Harbormaster's Office 4311 Freight Dock Road	
Item #PH03		
Item Name: Rubber Boots		
Description: Xtra-Tuff brown 15 inch boots, men size 8, good condition		
Minimum Bid: Make Offer		
Contact Person: Rose Riordan (907) 235-3160	Item Location: Harbormaster's Office 4311 Freight Dock Road	
Item #PH04		
Item Name: Slippers M7/W9		
Description: Xtra-Tuff fuzzy slippers, men size 7/women size 9, white liner, brown color outside, APF 900, fished out of ocean		
Minimum Bid: \$20.00		
Contact Person: Rose Riordan (907) 235-3160	Item Location: Harbormaster's Office 4311 Freight Dock Road	
Item #PH05		
Item Name: Slippers M9/W11		
Description: Xtra-Tuff fuzzy slippers, men size 9/women size 11, white liner, brown color outside, APF 900, fished out of ocean		
Minimum Bid: \$20.00		
Contact Person: Rose Riordan (907) 235-3160	Item Location: Harbormaster's Office 4311 Freight Dock Road	
Item #PH06		
Item Name: Corded Work Light		
Description: 11 inch work light with cord, 125 VAC, 75 WATT max, model BA 425, good condition		
Minimum Bid: Make Offer		
Contact Person: Rose Riordan (907) 235-3160	Item Location: Harbormaster's Office 4311 Freight Dock Road	

Item #PH07		
Item Name: Hand Broom		
Description: Small natural material broom, 12 inches, like-new		
Minimum Bid: Make Offer		
Contact Person: Rose Riordan (907) 235-3160	Item Location: Harbormaster's Office 4311 Freight Dock Road	
Item #PH08		
Item Name: Sticky Notes		
Description: Box of miscellaneous Sticky Notes		
Minimum Bid: Make Offer		
Contact Person: Rose Riordan (907) 235-3160	Item Location: Harbormaster's Office 4311 Freight Dock Road	
Item #PH09		
Item Name: Black Pants		
Description: Swisstech black technical pants, size 34" x 30", great cond.		
Minimum Bid: Make Offer		
Contact Person: Rose Riordan (907) 235-3160	Item Location: Harbormaster's Office 4311 Freight Dock Road	
Item #PH10		
Item Name: Thermometer Gun		
Description: Klein tool thermometer gun, orange, like new condition		
Minimum Bid: Make Offer		
Contact Person: Rose Riordan (907) 235-3160	Item Location: Harbormaster's Office 4311 Freight Dock Road	
Item #PH11		
Item Name: Step Stool		
Description: 1.5 ft. one-step stool, grey and black, good condition		
Minimum Bid: Make Offer		
Contact Person: Rose Riordan (907) 235-3160	Item Location: Harbormaster's Office 4311 Freight Dock Road	
Item #PH12		
Item Name: Tags		
Description: Box of warning tags		
Minimum Bid: Make Offer		
Contact Person: Rose Riordan (907) 235-3160	Item Location: Harbormaster's Office 4311 Freight Dock Road	

Item #PH13		
Item Name: Clear Plastic Container		
Description: Multi-location storage container, clear plastic, like-new		
Minimum Bid: Make Offer		
Contact Person: Rose Riordan (907) 235-3160	Item Location: Harbormaster's Office 4311 Freight Dock Road	
Item #PH14		
Item Name: Box of Office Supplies		
Description: Assorted office supplies including a 10-key, 10-key paper, pen holders, phone shoulder rest		
Minimum Bid: Make Offer		
Contact Person: Rose Riordan (907) 235-3160	Item Location: Harbormaster's Office 4311 Freight Dock Road	
Item #PH15		
Item Name: Umbrella		
Description: 3 ft. umbrella white and black in color, great condition		
Minimum Bid: Make Offer		
Contact Person: Rose Riordan (907) 235-3160	Item Location: Harbormaster's Office 4311 Freight Dock Road	
Item #PH16		
Item Name: Fishing Pole		
Description: 5 ft. fishing pole with Reel Senator reel 114H		
Minimum Bid: Make Offer		
Contact Person: Rose Riordan (907) 235-3160	Item Location: Harbormaster's Office 4311 Freight Dock Road	
Item #PH17		
Item Name: Cooler with Fishing Gear		
Description: Igloo cooler with assorted fishing bait and tackle, lures, fishing tools		
Minimum Bid: \$40.00		
Contact Person: Rose Riordan (907) 235-3160	Item Location: Harbormaster's Office 4311 Freight Dock Road	

Item #PH18		
Item Name: Fire Extinguisher Brackets		
Description: Multiple fire extinguisher hangers, assorted sizes and types		
Minimum Bid: Make Offer		
Contact Person: Aaron Glidden (907) 299-3003	Item Location: Port Maintenance Bldg. 4667 Homer Spit Road, Ste. 3	
Item #PH19		
Item Name: 12" Table Saw		
Description: Model 12 contractor saw, 208/220 V three phase, Doerr Electric Corporation, good condition		
Minimum Bid: Make Offer		
Contact Person: Aaron Glidden (907) 299-3003	Item Location: Port Maintenance Bldg. 4667 Homer Spit Road, Ste. 3	
Item #PH20		
Item Name: Ford F250		
Description: 2003 Ford F-250 Super Duty. 71,830 miles. Includes: headache rack; bed-liner; tow package; pintle hitch. Missing: tailgate; rear bumper. Issues: sometimes hard to start; runs rough; check engine light does not come on; some engine oil in coolant		
Minimum Bid: Make Offer		
Contact Person: Aaron Glidden (907) 299-3003	Item Location: Port Maintenance Bldg. 4667 Homer Spit Road, Ste. 3	
Item #PH21		
Item Name: Fire Pumps		
Description: Three (3) Godiva GP 1600 portable fire pumps. NOT FUNCTIONAL. NOT ASSEMBLED. Approx. 26 years old. Essentially scrap material. Includes: bronze valves; aluminum hose racks; 4-cylinder Nissan engines that functioned when taken out of service.		
Minimum Bid: Make Offer		
Contact Person: Aaron Glidden (907) 299-3003	Item Location: Port Maintenance Bldg. 4667 Homer Spit Road, Ste. 3	
Item #PH22		
Item Name: Honda Carrier No. 1		
Description: Honda HP 400 tracked, flat-bed carrier. Gas powered. Functional. 881 lbs carrying capacity on flat ground. Approx. 25 years old.		
Minimum Bid: Make Offer		
Contact Person: Aaron Glidden (907) 299-3003	Item Location: Port Maintenance Bldg. 4667 Homer Spit Road, Ste. 3	

Item #PH23		
Item Name: Honda Carrier No. 2		
Description: Honda HP 400 tracked, flat-bed carrier. Gas powered. Functional. 881 lbs carrying capacity on flat ground. Approx. 25 years old.		
Minimum Bid: Make Offer		
Contact Person: Aaron Glidden (907) 299-3003	Item Location: Port Maintenance Bldg. 4667 Homer Spit Road, Ste. 3	
Item #PH24		
Item Name: Fork Lift		
Description: Wiggins WD844 PT4 fork lift. Four wheel drive. 8,000 lbs. to 7 ft., 5200 lbs. to 21 ft. Gross wt.: 17,500 lbs. Approx. 30 years old. Functional. Breaks do not work well at all. Comes with manuals.		
Minimum Bid: Make Offer		
Contact Person: Aaron Glidden (907) 299-3003	Item Location: Port Maintenance Storage Yard 4667 Homer Spit Road	
Item #PH25		
Item Name: Scissor Lift		
Description: Grove Scissor lift SM3160E. Battery powered. Max height: 25 ft. Gross weight: 4300 lbs. Functioned when taken out of service. Battery condition: unknown, some visible damage. Approx. 30 years old.		
Minimum Bid: Make Offer		
Contact Person: Aaron Glidden (907) 299-3003	Item Location: Port Maintenance Storage Yard 4667 Homer Spit Road	
Item #PH26		
Item Name: Cinder Blocks		
Description: Lot of 4 pallets (1 full, 3 partial). Various sizes and shapes, full and half blocks. Heavily textured sides.		
Minimum Bid: Make Offer		
Contact Person: Aaron Glidden (907) 299-3003	Item Location: Port Maintenance Storage Yard 4667 Homer Spit Road	

Item #PH27		
Item Name: Aluminum Ramp		
Description: Homemade diamond-plate aluminum ramp. 4'W, 9'L, 23"H		
Minimum Bid: Make Offer		
Contact Person: Aaron Glidden (907) 299-3003	Item Location: Port Maintenance Storage Yard 4667 Homer Spit Road	
Item #PH28		
Item Name: Aluminum Stairs		
Description: Homemade aluminum stairs. 28"W, 30"D, 40"H. Five steps.		
Minimum Bid: Make Offer		
Contact Person: Aaron Glidden (907) 299-3003	Item Location: Port Maintenance Storage Yard 4667 Homer Spit Road	
Item #PH29		
Item Name: Cable		
Description: Cable 1" in diameter x 80 ft., galvanized		
Minimum Bid: Make Offer		
Contact Person: Matt Clarke (907) 235-3160	Item Location: Port Maintenance Storage Yard 4667 Homer Spit Road	
Item #PH30		
Item Name: Antenna Pole		
Description: 15 ft. Antenna Pole		
Minimum Bid: Make Offer		
Contact Person: Matt Clarke (907) 235-3160	Item Location: Port Maintenance Storage Yard 4667 Homer Spit Road	
Item #PH31		
Item Name: CAT 350 Excavator		
Description: CAT 350 excavator – no excavator attachment		
Minimum Bid: Make Offer		
Contact Person: Matt Clarke (907) 235-3160	Item Location: Marine Repair Facility Homer Spit Road	
Item #PH32		
Item Name: Hyster Manlift		
Description: Hyster T-60 Manlift - three wheels only		
Minimum Bid: Make Offer		
Contact Person: Matt Clarke (907) 235-3160	Item Location: Marine Repair Facility Homer Spit Road	

Item #PH33		
Item Name: Boat Trailer		
Description: 18 ft. homemade 1 axle boat trailer		
Minimum Bid: Make Offer		
Contact Person: Matt Clarke (907) 235-3160	Item Location: Boat Trailer Impound Freight Dock Road	
Item #PH34		
Item Name: Tanner Crab Pot		
Description: Tanner crab pot		
Minimum Bid: Make Offer		
Contact Person: Matt Clarke (907) 235-3160	Item Location: Concrete Pad Freight Dock Road	
Item #PH35		
Item Name: Collection Boxes		
Description: Fee collection boxes, 2 receptacles and 1 concrete base		
Minimum Bid: Make Offer		
Contact Person: Matt Clarke (907) 235-3160	Item Location: Port Maintenance Storage Yard 4667 Homer Spit Road	
Item #PH36		
Item Name: Dungeness Crab Pot		
Description: Dungeness crab pot		
Minimum Bid: Make Offer		
Contact Person: Matt Clarke (907) 235-3160	Item Location: Concrete Pad Freight Dock Road	
Item #PH37		
Item Name: Navy Truck		
Description: 1994 Ford F-150 4WD. DOES NOT INCLUDE: bulk fuel tank or fire extinguishers		
Minimum Bid: Make Offer		
Contact Person: Matt Clarke (907) 235-3160	Item Location: Concrete Pad Freight Dock Road	



City of Homer Plan Holder Registration Form

This form is required to be considered a plan holder. Send completed form to rtussey@cityofhomer-ak.gov, or fax to 907-235-3143, or deliver to the City of Homer City Clerk's office at 491 E. Pioneer Avenue, Homer, AK 99603.

PROJECT NAME: **City of Homer Surplus Equipment Sale – April 2022**

COMPANY NAME: _____

CONTACT PERSON: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

PHONE: _____

FAX: _____

EMAIL: _____

**City of Homer Surplus Equipment Sale – April 2022
BID FORM**

**PLEASE READ AND FOLLOW THE INSTRUCTIONS PROVIDED IN THE BID PACKET TO AVOID
HAVING YOUR BID REJECTED**

Name of Bidder: _____

Bidder Mailing Address:

Bidder's Phone Number: _____

Bidder's Email: _____

Only 1 bid item per form, per sealed envelope, printed legibly or typed

Bid Item No.: _____

Item Name: _____

Bid Amount: \$ _____



City of Homer

www.cityofhomer-ak.gov

Public Works

3575 Heath Street
Homer, AK 99603

publicworks@cityofhomer-ak.gov

(p) 907- 235-3170

(f) 907-235-3145

TO: Rob Dumouchel, City Manager
FROM: Matt Steffy, Parks Superintendent
DATE: March 25th, 2022
SUBJECT: Bayview Park Update

During a park inspection with the Parks ADA Transition Committee last fall, observations of the existing playground equipment were made regarding its safety and potential liability. The equipment was in bad disrepair, frost heaved at an angle, protruding bolts, pinch points, and various hazards. The decision was made that the equipment needed to go before someone got seriously hurt. Removal was done in-house by our operators.

Our present plan is to reevaluate the role that the park may play in the community. It has always been the “baby park” and geared towards pre-K and smaller users. There is no park in Homer with more front doors in a closer proximity than this park, and we would like to consider a broader scope of services. Something like a small covered area with an outdoor grill could potentially get some heavy use. Other free play elements could be added to make better use of the available space. We have reached out to Peter Briggs with Corvus design regarding a landscape plan. He was last hired to do one in 2013, so he has some ideas to build off of. While it has been on the CIP list as a top priority ever since, those plans have not yet been implemented, and the issues that were brought up remain concerning. There are drainage issues, parking, fencing, signage, and other elements that we hope to address in the new plan.

Once we have an updated vision and plan in hand, we will continue to explore funding opportunities.

PLANNING COMMISSION ANNUAL CALENDAR
FOR THE 2022 MEETING SCHEDULE

<u>MEETING DATE</u>	<u>SCHEDULED EVENTS OR AGENDA ITEM</u>
JANUARY 2022	
FEBRUARY 2022	PC training: legislative vs quasi-judicial decisions; decisions and findings
MARCH 2022	Guest speaker and training: KPB Platting/Planning AK APA Conference
APRIL 2022	2018 Comprehensive Plan Review / HNMTP
MAY 2022	Transportation work session with Public Works
JUNE 2022	Reappointment Applications Deadline
JULY 2022	Reappointments Spit Plan Review / Transportation Plan (One meeting this month)
AUGUST 2022	Election of Officers (Chair, Vice Chair) PC training: Roberts rules, OMA Capital Improvement Plan Review
SEPTEMBER 2022	Economic Development speaker (such as KPEDD, chamber, SBA,)
OCTOBER 2022	Floodplain or other hazard regulations overview...connect dots between comp plan and our current regs
NOVEMBER 2022	(One meeting this month) Review and Approve the 2022 Meeting Schedule
DECEMBER 2022	(One meeting this month) Review Bylaws, and Policies and Procedures / Town Center Plan

Semi Annually: PW project update

Odd Years: 2018 Comprehensive Plan (April) Homer Spit Plan, (July), Review Bylaws, and Policies and Procedures (December)

Even Years: HNMTP (April), Transportation Plan (July), Town Center Plan (December)