



Homer City Hall

491 E. Pioneer Avenue

Homer, Alaska 99603

www.cityofhomer-ak.gov

City of Homer Agenda

Planning Commission Regular Meeting

Wednesday, February 2, 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 ON ITEMS ALREADY ON THE AGENDA 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 January 5, 2022 **Page 3**

PRESENTATIONS / VISITORS

REPORTS

A. Staff Report 22-05, City Planner's Report **Page 11**

PUBLIC HEARINGS

A. Staff Report 22-06, CUP 22-01 for two buildings containing three dwelling units total at 373 Mountain View Drive **Page 17**

PLAT CONSIDERATION

PENDING BUSINESS

A. Staff Report 22-07, Coastal Bluff Analysis **Page 46**

B. Staff Report 22-08, Storage Container Dwellings **Page 49**

NEW BUSINESS

- [A.](#) Staff Report 22-09, Maximum Parking Allowance for Large Retail **Page 52**

INFORMATIONAL MATERIALS

- [A.](#) City Manager's Reports for January 10 & 24, 2022 **Page 55**

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, FEBRUARY 16, 2022**, at **6:30 p.m.** There will be a worksession at 5:30 p.m. All meetings are scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar. Meetings will adjourn promptly at 9:30 p.m. An extension is allowed by a vote of the Commission

Session 22-01, a Regular Meeting of the Planning Commission was called to order by Chair Scott Smith at 6:31 p.m. on January 5, 2022 at the Cowles Council Chambers in City Hall located at 491 E. Pioneer Avenue, Homer, Alaska, and via Zoom Webinar.

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

ABSENT: COMMISSIONER BARNWELL (EXCUSED)

STAFF: CITY PLANNER ABBOD
DEPUTY CITY CLERK KRAUSE

The Planning Commission held a worksession prior to the regular meeting at 5:30 p.m. On the agenda was a discussion on establishing regulations regarding setbacks for coastal bluffs within city limits.

APPROVAL OF THE AGENDA

HIGHLAND/VENUTI MOVED TO APPROVE THE AGENDA.

There was no discussion.

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 December 1, 2021
- B. Decisions and Findings Document for Conditional Use Permit 21-08 to allow a greenhouse at 3860 Kachemak Way

HIGHLAND/VENUTI MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT.

Motion carried.

PRESENTATIONS / VISITORS

REPORTS

A. Staff Report 22-01, City Planner's Report

City Planner Abboud reviewed his staff report that was included in the packet. He commented further on the following:

- Appeal to dismiss the withdrawn CUP application was moved to Hearing Officer
- Looking at Tax Foreclosures on Kachemak Drive
- He recorded a presentation which the link was provided in his report in the packet
- Still working on the permitting software
- Worked a bit on the Hazard Mitigation Plan update
- Reviewed the proposed Rural Residential Rezone update
- EDC December meeting update
- Multi-use Community Center update

City Planner Abboud responded to Commissioner Venuti regarding status of data on the asbuilts provided by builders. He noted that notices have been sent out and they are preparing to send out a stronger reminder. He will provide some statistics in his next report.

Commissioner Conley requested clarification on the presentation materials regarding the homelessness.

City Planner Abboud stated he will email commissioners the link.

Commissioner Bentz requested an update on the hazard mitigation planning process timeline.

City Planner Abboud facilitated questions and answers on the following:

- status update on the number of asbuilts submitted
 - o City Planner will provide statistics in the next meeting packet
- Clarification on the Homeless Coalition Presentation materials
 - o City Planner will provide a link to the Commissioners
- Hazard Mitigation Planning Process timeline
 - o This is not his timeline but he is hoping to be completed in a couple of months but it depends on the other parties involved, City Planner will try to get that information nailed down

PUBLIC HEARINGS

PLAT CONSIDERATION

PENDING BUSINESS

A. Staff Report 22-03 Coastal Bluff Analysis

Chair Smith Introduced the item by reading of the title and invited City Planner Abboud to provide his report.

City Planner Abboud reviewed his staff report and what has been discussed by the Commission:

- establishing a 40 foot setback from a bluff and needing input from the Commission on this distance
- allowance to bring in an engineer, needing additional input from Commission
- bringing the proposed code language for review by building professionals and engineering professionals

City Planner Abboud then facilitated discussion on the following:

- definition of coastal buff would mean along the water's edge and bluff top edge would be the inland and away from the water
- needing to cross reference to make sure that they do not have a definition already
- review of the steep slope again to make sure that they are covered inland
- time frame to use should be based on the use of the 30 year planning since that is what was used for the data and science
- 40 foot setback is used as a building code guide and 60 foot get them where they want to be on the DNR land in the area of Baycrest Overlook
- Obtaining data on the average of how long a family stays in a home, thirty years works for the financing but not everyone stays in their home for thirty years and not guiding this based on mortgages and insurance
- Keeping the data relative to the dynamics of the structure and not the habit of the persons who occupy it
 - o there are only a handful of structures that could be 50 years old, but structures that were built 20 years ago are substantially different than those built 35 years ago
 - o Homer does not have a building code
 - o review of other studies they would figure their measure and add 10 feet
 - o How long should they give a structure pertaining to expected life of a structure
 - Dependent on how they were built, examples of structures that were constructed prior to the 1964 earthquake are still standing and structurally sound while there are many built in the 1970's that have multiple problems as they were built by individuals who did not have the necessary knowledge.
 - 30 years is the minimal time
- Different areas of Homer have experience various rates of erosion such as towards the west experienced 1.7 feet per year loss compared to the east along Kachemak Drive or East End have ½ a foot or less each year and using a overall instability as a metric using the data in the study. Referring to the Table 13 on page 42 of the packet.
 - o Checking back with Ms. Overbeck on rates that were used in the table
 - o Munson Point was provided as an example that the setback would not need to be increased from the standard due to the low instability score due to the preventative measures
- Clarification on the area of "downtown" that is being referred to was requested
- There are some areas along Kachemak Drive that lost 20 feet in one year, it was interesting that it has such a low score
- Review of communities in the United States shows that there are no set standards, each community has different regulations
- Establish an unattainable distance so that there will be no building in the future and then there will never be a failure

- Regulations that limit the use of private property to the effect that it deprives the property of any value amounts to a taking and is something to consider.
- Checking on the element of rising sea levels and increase in the strength of storms is something to consider
 - o There is probably some consideration but the sea levels and glacier retreat has been really small increments and calculated in millimeters, City Planner Abboud will double check that data with Ms. Overbeck
 - o Current land level is outpacing the sea level rise but the increasing frequency and intensity of coastal storms addresses that but considering that we have been looking at data that addresses the past does not lend itself for what they may experience in the future and that faster erosion rates could be experienced.
 - o That supports the increase by 10 feet because Mother Nature is not going to get better and difficult to predict.

B. Staff Report 22-05, Storage Container Dwellings

Chair Smith introduced the item and requested City Planner Abboud to provide his staff report.

City Planner Abboud provided a summary of the Staff Report 22-05 and noted the prior discussions conducted by the Commission. He noted that a recommendation was made for Commissioner's to work with staff to produce some proposed code but there was none received by the planning department.

City Planner Abboud noted that Commissioner Venuti requested this item to be on the agenda through the Chair and then requested Commissioner Venuti to speak to the topic.

Commissioner Venuti provided a history of his experience and certifications as well as licensures and how long he has worked in the construction industry. He acknowledged that not everyone can afford a \$300,000-\$500,000 home and that recycling a container into a dwelling may be appealing to some people. Commissioner Venuti proceeded to provide his reasons for not allowing the use of shipping containers as dwellings for the following reasons:

- safety and health hazards with materials used in shipping containers
- aesthetics
- there is no standards for construction
- there are no requirements for inspection
- Not appropriate structure to be used in the urban or residential zones of the city where residents are heavily invested using more conventional means
- Use of shipping containers he believes will devalue the neighboring properties
- Community Design Manual does not support the use shipping containers

VENUTI/HIGHLAND MOVED THAT THE CITY OF HOMER LIMITS THE USE OF SHIPPING CONTAINERS CONVERTED INTO HOMES TO THE CENTRAL BUSINESS DISTRICT, MARINE COMMERCIAL DISTRICT AND EAST END MIXED USE DISTRICT.

Discussion ensued by the Commission on the following points:

- Toxicity and safety requirements, are what would be found in Building Code which the City does not have;

- Review of existing code does not have appropriate language to cover the use or to exclude the use of shipping containers and would need to assistance of the city attorney;
- limiting the use to the Central Business District was determined due to the recent allowance by the Commission to approve the Zoning Permit for the converted shipping container but argument was made by the City Planner that the Commission was not held to that decision

VENUTI/HIGHLAND - MOVED TO AMEND TO EXCLUDE THE CENTRAL BUSINESS DISTRICT FROM THE MOTION.

City Planner Abboud facilitated a discussion on the following points surrounding the use of shipping containers as dwellings:

- disallowing the use city wide
- creation of zoning regulations when there is no prohibited uses and structures and the need to create language to effect that prohibition
- obtaining legal advice on how to limit if not prohibit the use of shipping containers
- current structures listed in zoning regulations are mobile homes, yurts and teepees
- if the use is not listed by omission it is not permitted
- start of a new chapter for building standards and this item can be included as well as site development
- existing zoning regulations do not address building materials
- establishing zoning code may make the issue ten times worse and there currently is no rush to use shipping containers as dwellings
- questions regarding the legality of creating regulations based on appearance
- support for not using shipping containers as dwellings in all districts over allowing them in specific districts
- voting this motion down and making a new motion to prohibit the use of in the city

Commissioner Bentz advocated for voting this motion down as she did not believe that it should be addressed in the city zoning regulations noting that the Commission requested at a prior meeting for the Planning department to develop Title 12 which currently only addressed contractor bonding requirements. She expressed a further preference to wait until the Commission has a more comprehensive picture on how this really would affect practice in planning and in building inspections.

City Planner Abboud responded that he would definitely need to consult with the city attorney and perform more research if it is the wish of the Commission to eliminate this option as a dwelling. He then noted that the other issue of drainage and concerns of water going downhill, and getting Public Works on site development standards, could be included in the building standards. He can certainly work on bringing back language if that is the intent of the Commission.

Commissioner Bentz further expressed that it goes back to the individual opinion on aesthetics as there are some people who like teepees, yurts and long narrow buildings and if the Commission is going to base this on aesthetics then they should include soft sided coverings for excluded materials for buildings within city limits as well given the environmental conditions and how habitable it is, as it's a hazardous building-type to use in this area.

Further comments were made on the following:

- yurts were always meant to be a temporary living structure
- additional clarification on how this would be reflected in city code was requested

Deputy City Clerk Krause suggested that the Commission make a motion to postpone to a date certain to allow the City Planner to bring back additional information.

City Planner Abboud stated that he would appreciate that opportunity since at the moment it is a concept and he can bring back something specific.

VENUTI/HIGHLAND - MOVED TO POSTPONE THE MOTION TO THE SECOND MEETING IN FEBRUARY TO ALLOW THE CITY PLANNER TO PROVIDE ADDITIONAL INFORMATION.

City Planner Abboud advised that dependent on the City Attorney's schedule and it would be difficult to get vast public input due to COVID and usually the public does not pay attention until it goes to Council since we would have to provide notice city wide.

Commissioner Bentz requested clarification that the time given would allow staff time to get the information and legal input needed.

City Planner Abboud responded that he could include a staff report in the packet requesting postponement to allow for the time needed if necessary.

VOTE. (Postponement) NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

Chair Smith stated for the record that the motions presented by Commissioner Venuti are on the table and will be taken up at the second meeting in February.

NEW BUSINESS

INFORMATIONAL MATERIALS

- A. City Manager's Report for December 13, 2021 City Council Meeting
- B. Kenai Peninsula Borough Notice of Decisions

Chair Smith noted the informational materials in the packet.

COMMENTS OF THE AUDIENCE

COMMENTS OF THE CITY STAFF

Deputy City Clerk Krause welcomed everyone back.

City Planner Abboud had no comments.

COMMENTS OF THE COMMISSION

Commissioner Chiappone commented on the subjective nature that was really at the heart of the question using shipping containers as dwellings and while he is not crazy about the look of connex, he dis like the look of vertical metal siding very much when incorporated into residential home designs. He agreed with needing to get public opinion on this subject and the decision should be made by the public. He the stated that he agreed with Commissioner Venuti on the importance of visitors to Homer and tourism is certainly corroborated by the report in the packet on the sales tax increases. Mr. Chiappone further stated that it was very important that they live in a place that people want to visit and I guess that is what exactly needs to be asked is what do people want to visit. He elaborated by stating that he grew up in a horrible industrial wasteland and rust belt in the Great Lakes area and so this is heavenly to him and he would like to keep it as nice as he can keep it, but he does not know how much you can codify or regulate and somehow need to leave it up to the public to make that decision to some extent.

Commissioner Venuti reported that Commissioner Bentz and himself serve on the Borough Planning Commission and a few years ago they were going to reduce the number of Commissioners but instead they increased the seats to 14 so he encouraged any interested members to apply for the seat for the Homer Area outside city limits which includes Seldovia.

Commissioner Conley wished everyone a Happy New Year and commented it was good to see everyone again.

Commissioner Highland did not have any comments tonight.

Commissioner Bentz apologized that her web camera cut out on her tonight and elaborated on Commissioner Venuti's comments regarding the Borough Planning Commission noting also that their terms on the Borough Planning Commission will be expiring on July 1st. She further requested that the information be passed on at the City Council meeting in their report so that it gets to a larger audience regarding the additional seat on the Borough Planning Commission.

Chair Smith welcomed everyone back and wished all a Happy New Year. He then provided information that they was given permission to the Native Youth Olympic activities which will be coming up in February in Homer, he will provide additional information as he gets it. He is very excited on the opportunity provided for the kids and the support from the schools. He expressed appreciation for the Planning Department's efforts and the conversation at the worksession and regular meeting regarding coastal bluffs and for Commissioner Venuti's efforts in bringing the discussion on shipping containers back before them.

ADJOURN

There being no further business before the Commission, the meeting was adjourned at 7:53 p.m. The next Regular Meeting is Wednesday, February 2, 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 22-05

TO: Homer Planning Commission
FROM: Rick Abboud, City Planner
DATE: February 2, 2022
SUBJECT: City Planner's Report

City Council 1.24.22

Ordinance 22-01, An Ordinance of the City Council of Homer, Alaska Amending the FY22 Capital Budget and Authorizing the Expenditure of \$62,000 from the Land Fund to Acquire Two Parcels of Land and Drainage Easements Across Two Additional Parcels within the Bridge Creek Watershed Protection District and Authorizing the City Manager to Negotiate and Execute the Appropriate Documents. Erickson/Aderhold. . Introduction January 10, 2022, Public Hearing and Second Reading January 24, 2022. Memorandum 22-005 from Deputy City Planner & Special Projects Coordinator as backup.

There was no public testimony.

Amended Section 3. Line 45 to delete "drainage easements on".

ADOPTED as amended with discussion.

Ordinance 22-02, An Ordinance of the City Council of Homer, Alaska Amending Title 21.55.090(a)(1) Required Number of Parking Spaces to Change the Parking Requirements for Detached One Bedroom or Efficiency Dwelling Units. Planning Commission. Introduction January 10, 2022, Public Hearing and Second Reading January 24, 2022. Memorandum 22-006 from City Planner as backup.

One person testified.

ADOPTED with discussion.

Ordinance 22-07, An Ordinance of the City Council of Homer, Alaska Amending the FY22 Capital Budget by Appropriating \$15,000 from the Homer Accelerated Road and Trail Program Road Fund and \$5,000 from both the Water and the Sewer Capital Asset Repair and Maintenance Allowance (CARMA) Funds for a total of \$25,000, to Update the City of Homer's Design Criteria Manual, Standard Construction Specifications, Standard Construction Details, and Reconcile Designated Elements of the Development Standards in Homer City Code. City Manager/Public Works Director. Recommended dates Introduction January 24, 2022 Public Hearing and Second Reading February 14, 2022.

INTRODUCED without discussion.

Ordinance 22-08, An Ordinance of the City Council of Homer, Alaska Amending the FY22 Capital Budget by Appropriating \$140,000 from the Homer Accelerated Roads and Trails (HART) Program Fund for Appraisals and Technical Field Work to Support Four Green Infrastructure Stormwater Management Projects. City Manager/Public Works Director. Recommended dates Introduction January 24, 2022, Public Hearing and Second Reading February 14, 2022. Memorandum 22-019 from Public Works Director as backup.
INTRODUCED with discussion.

Kenai Homelessness Coalition

Next meeting February 7th.

Permitting software

We continue to work on modifying and testing the software with hope that it will be ready for the next building season.

Hazard Mitigation Plan Update

We have created a draft plan that recognizes hazards, critical facilities, and mitigation measures. We are planning to meet with our core group the first week in February.

Rural Residential Rezone Update: a rough project outline

- This schedule was included in the last packet. We are running a bit behind because of technical issues with our GIS mapping software. I expect things to be kicked back a few weeks as we finalize our information to be provided to the public.

1. Make information available (January)

Over the next few weeks, staff will create content for a flier and the city website on the rezone. This content will include:

- ~ The rezone process
- ~ Why now is the time to change the land use rules
- ~ Analyze current land uses and non-conformities
- ~ Explain what land use rights would change for property owners

2. Work with community partners (February)

After we have this information together, we'd like to work with community partners such as the realtor and developer community on increasing community awareness of the need for change. This could include public presentations if appropriate.

3. Schedule public outreach (conduct in mid-late February)

Prior to scheduling a public hearing, we'd like to have some method for people to meet with a planner and possibly a commissioner. Planning is working on another project, and we're trying

a library fireplace area open house/brown bag type interaction. We'll see how that goes and modify for this rezone project.

4. Conduct public hearing and forward recommendations to Council (March?)

Economic Development Advisory Commission

The EDC has completed their work on the Wayfinding and Streetscape Plan. It's exciting to have completed the work thus far! In February, there will be a presentation and resolution at the City Council. The EDC will be requesting funding to begin implementation work. There are parts of the plan, and the implementation, which overlap with Planning. Staff will make a presentation to the Planning Commission at a future work session.

Planning staff and some EDC members attended the Kenai Peninsula Economic Development District Industry Outlook forum earlier this month. The conference was in person and also on YouTube – you can find a link on the KPEDD website. Of interest to staff was the sheer volume nationwide of small businesses that will be for sale or undergoing major transitions over the next decade. Some 400,000 per year is an estimate, nationwide. This change in ownership is expected, as existing business owners retire or pass on their businesses. For people looking to buy a business, there will be many opportunities... those businesses that have not geared themselves for the transition may find it hard to find a buyer. It is and will be a buyers' market. The other trend is the rise in real estate and home prices. A real estate industry estimate indicated a 10% increase in home prices on the peninsula last year. Some homes are so popular, that offers may include all closing costs AND payment of the real estate commission. This allows the buyer to give the most competitive offer, but still have the home fall within the appraised value for financing.

Work plans

Below is a draft of some of the short-term items we wish to address. I will update with further revision and longer range items later.

Near Term - 6
months

<i>PC</i>	Rezone RR Special hazards (coastal) Parking- large retail Title 22 (adding drainage language) Jan/dirt work/title 12	February/March February March? March/April
<i>Staff</i>	Permit software	In progress for 2022 construction season

Hazard Mitigation Plan

Attachments

1. Memorandum 22-018 Updating the Design Criteria Manual and Standard Construction Specs



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

Memorandum 22-018

TO: Mayor Castner and Homer City Council
THROUGH: Rob Dumouchel, City Manager
FROM: Janette Keiser, Director of Public Works
DATE: January 14, 2022
SUBJECT: Request for Funding to Update Design Criteria Manual

Issue: The purpose of this Memorandum is to follow up on the January 10, 2022 Council Worksession regarding green infrastructure and storm water management by recommending that the City Council authorize funding to Update Homer's Design Criteria Manual.

I. Background

The City of Homer Design Criteria Manual is a cookbook that governs how the City's infrastructure will be designed and built, whether the design/construction is accomplished by the City staff, consultants or private developers. A standard set of criteria ensures that the City's roads, water lines, sewer lines and drainage works are developed in a consistent manner that uses best management practices. The current Design Criteria Manual was developed in the 1980's. It was based on the Municipality of Anchorage's (MOA) Design Criteria Manual and focused mainly on roads and traditional drainage design. The MOA has updated its manual multiple times since its origin, to incorporate progressive strategies for storm water management and modern materials. It is past time for the City of Homer to do the same. For example, the MOA's Design Criteria Manual contains guidelines for rain gardens, for both residential and commercial applications. As another example, new materials have been developed over the past decades, such as new sealants to help prevent storm water from infiltrating sewer manholes.

We propose to conduct a detailed review of our current Design Criteria Manual, as well as its companion documents, the Standard Construction Specifications and Standard Construction Details, and updating them to current best management practices. In particular, we will be focusing on addressing how storm water management is planned and executed. In addition, we will be reconciling the Subdivision Development Standards in the Homer City Code with the updated design standards. The final work products will guide the planning, design and execution of City capital projects and private developments for years to come.

We have received a proposal from Seaboard Engineering, Inc. (Carey Meyer, PE) to perform this work for the Lump Sum cost of \$25,000. For the level of review we are contemplating, this is fair and

reasonable. Mr. Meyer is uniquely suited for this project because of his long familiarity with the City's existing manuals, specifications and Codes.

II. Funding

We propose to fund this project from the HART Road Fund (50%), the Water CARMA Fund (25%) and the Sewer CARMA (25%) as follows:

HART Road Fund	\$15,000
Water CARMA Fund	\$ 5,000
Sewer CARMA Fund	<u>\$ 5,000</u>
Total Estimated Cost	\$25,000

Funds are available in the accounts listed:

- a. The minimum available balance in the HART Road Fund is \$3,286,278, even after the most recent request for the purchase of the grader and service truck.
- b. The minimum available balance in the Water CARMA Fund is \$1,264,021
- c. The minimum available balance in the Sewer CARMA Fund is \$668,366



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 22-06

TO: Homer Planning Commission
FROM: Rick Abboud, AICP, City Planner
DATE: February 2, 2022
SUBJECT: Conditional Use Permit (CUP) 22-01

Synopsis The applicant proposes to construct two houses containing 3 dwellings. A Conditional Use Permit (CUP) is required per 21.18.030(j), more than one dwelling containing a permitted principle use on a lot.

Applicant: Clifford Gill
5806 W 131st Street
Overland Park, KS 66209

Location: 373 Mountain View Dr.

Legal Description: T 6S R 13W SEC 17 SEWARD MERIDIAN HM 0760034 ANDERSON 1976
SUB LOT 2 BLK 7

Parcel ID: 17727007

Size of Existing Lot: .42 Acres/18,125 square feet

Zoning Designation: Urban Residential District

Existing Land Use: vacant

Surrounding Land Use: North: residential
South: residential
East: residential
West: residential

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

Wetland Status: Not located in a mapped wetland

Flood Plain Status: Not in a floodplain.

BCWPD: Not within the Bridge Creek Watershed Protection District

Utilities: Public utilities service the site.

Public Notice: Notice was sent to 33 property owners of 29 parcels as shown on the KPB tax assessor rolls.

ANALYSIS: The applicant is proposing to construct two houses to support 3 dwellings. The larger structure has 2,552 square feet of living space on top of 1,144 square feet of garage and shop space. This structure supports a one-bedroom and a two-bedroom unit. The smaller structure contains 1,728 square feet of living space on top of a 702 square feet garage. This structure supports a two-bedroom dwelling.

Density: In the Urban Residential District, density is not restricted other than lots having a minimum size of 7,500 square feet. While multi-family dwelling standards are not applicable to the proposal, as we have no structures that meet the definition of multi-family dwelling, the requirements floor area and open space standards for multi-family developments are met. The total floor area of 6,126 square feet is not greater than 40% of the lot (7,250 square feet) and leaves more open space (~9,000 square feet) than 1.1x the floor area (6,739 square feet).

Parking: Five parking spaces are required for this proposal and the applicant provides five spaces in the garages and more than adequate space is left for many more cars when needed. Additionally, the project would meet the egress requirement of multi-family dwelling (head in, head out – no backing on to the street).

Impervious: The proposal creates 8,970 square feet of impervious surface (by our definition), or approximately 50% lot coverage. The project requires a level one site plan and is subject to the level one site development standards. The proposal creates less than 25,000 square feet of impervious surface and the development activities do not trigger a Stormwater Plan. The impervious figure includes 2,380 square feet of pervious pavers.

Slope: The slope of the lot is calculated at 12%. Slope standards begin at 15% and it does not trigger steep slope requirements.

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 dwelling containing a permitted principle use on a lot is allowed per HCC 21.18.030(j).

Finding 1: The proposal's use and structures are allowed with an approved CUP.

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

21.14.010 Purpose. The Urban Residential District is primarily intended to provide a sound environment for medium-density residential occupancy including single-family, duplex and low-rise multiple-family dwellings of various types and designs and other compatible uses as provided in this chapter.

Applicant: The buildings are quality near passive house designs with infill development and make use of the view from the slope. They agree with slight urban density development yet do not overly cover the lot with structures.

Analysis: The structure are similar in stature to other nearby and they fit nicely within the purpose of the district.

Finding 2: The proposed uses and structures are compatible with the purpose of the Urban 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: It should improve or maintain property values, with high quality passive building design and attention to aesthetics. We have tried to keep the footprint small yet with decent density to maintain open space and views. We opted for a low angle shed roof to minimize building height and preserve views from neighbors upslope.

Analysis: Many uses in the Urban Residential district have greater negative impacts than would be realized from the three dwellings proposed. Pipelines, railroads, and storage of heavy equipment would have a greater impact on nearby property values. Assisted living, schools, group care, religious, cultural and fraternal assembly would generate a good deal of traffic.

Finding 3: The proposal is not expected to negatively impact the adjoining properties greater than other permitted or conditional uses.

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

Applicant: Yes, it is similar to most neighbors who either have single family homes or small multifamily houses or townhouses or apartments.

Analysis: The residential nature of the project is compatible with the surrounding residential uses and has a similar footprint.

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.

Analysis: The site is served with a paved road and has a full complement of public utilities.

Finding 5: Existing public, water, sewer, and fire services are adequate to serve the proposal

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: The development is very similar in scale to neighbors, who range from single family to 2 unit townhouses to 4 unit apartments, resting right in the middle.

Analysis: Desirable neighborhood character could be described by a portion of the Purpose statement for the district which is support medium density developments, such as the proposal.

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: Not at all, it will positively benefit the surrounding area. We plan to utilize pervious concrete pavers for part of driveway and parking to assist with drainage.

Analysis: The project is well served by city services and does not introduce any structure or use not already supported in the neighborhood.

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

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

Analysis: No relief from code is requested.

Finding 8: The proposal will comply with applicable regulations and conditions specified in Title 21 by gaining a Conditional Use Permit and subsequent Zoning permit.

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

Applicant: The buildings are passive house designs, taking advantage of the slope and view available, without over impacting the lot footprint, as well as being an infill development on an empty lot.

Analysis: Goals of the Land Use Chapter of the Homer Comprehensive Plan include increasing the supply and diversity of housing, protect community character, encouraging infill as stated above in Chapter 4, Goal 1.

Finding 9: The proposal is not contrary to the applicable land use goals and no evidence has been found that it is 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 the 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.

PUBLIC WORKS COMMENTS: None

PUBLIC COMMENTS: No written comments were received as of the packet publication. One letter of objection was received. One phone call from a neighboring property owner was received.

STAFF COMMENTS/RECOMMENDATIONS:

Planning Commission approve CUP 22-01 and **Staff Report 22-06** with findings 1-10 and the following condition.

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

Attachments

Application

Written public comment

Public Notice

Aerial Photograph

Comprehensive Plan review



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: Clifford Gill _____ Telephone No.: 913 620 7780 _____

Address: 5806 W 131st St, Overland Park, KS 66209. Email: flightfollowing@yahoo.com

Property Owner (if different than the applicant):

Name: Same _____ Telephone No.: _____

Address: _____ Email: _____

PROPERTY INFORMATION:

Address: 373 Mountain View Dr. Lot Size: 0.42 acres KPB Tax ID # 17727007

Legal Description of Property: T 6S R 13W SEC 17 SEWARD MERIDIAN HM 0760034 ANDERSON

1976 SUB LOT 2 BLK 7

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

Circle Your Zoning District

	RR	UR	RO	CBD	TCD	GBD	GC1	GC2	MC	MI	EEM U	BCWP D
Level 1 Site Plan	x	x	x			x			x			x
Level 1 ROW Access Plan	x	x							x			
Level 1 Site Development Standards	x	x										
Level 1 Lighting			x	x	x	x	x	x	x	x	x	
Level 2 Site Plan			x	x	x		x	x		x	x	
Level 2 ROW Access Plan			x	x	x		x	x		x	x	
Level 2 Site Development Standards			x*	x	x	x	x	x			x	
Level 3 Site Development Standards									x	x		
Level 3 ROW Access Plan						x						

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

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

Y/**N** Will your development trigger a Development Activity Plan?

Application Status: _____

Y/**N** Will your development trigger a Storm water Plan?

Application Status: _____

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

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

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

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

Y/**N** Do you need a traffic impact analysis?

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

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

Y/**N** Do you have a state or city driveway permit? Status: _____

Y/**N** Do you have active City water and sewer permits? Status: _____

1. Currently, how is the property used? Are there buildings on the property? How many square feet? Uses within the building(s)? Currently it is an empty lot of 0.42 acres

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). We plan to build a multifamily dwelling with 2 buildings, one building has a studio apartment, such that it could host 2 tenants. The other building is a single family dwelling. We intend to be owner occupied of one, two, or 3 units, with zero, 1, 2, or 3 available for rent/lease.

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?
Homer City Code 21-14-030 (k)
- b. Describe how the proposed uses(s) and structures(s) are compatible with the purpose of the zoning district. The buildings are quality near passive house designs with infill development and make use of the view from the slope. They agree with slight urban density development yet do not overly cover the lot with structures.
- c. How will your proposed project affect adjoining property values? It should improve or maintain property values, with high quality passive building design and attention to aesthetics. We have tried to keep the footprint small yet with decent density to maintain open space and views. We opted for a low angle shed roof to minimize building height and preserve views from neighbors upslope.
- d. How is your proposal compatible with existing uses of the surrounding land? Yes, it is similar to most neighbors who either have single family homes or small multifamily houses or townhouses or apartments.
- e. Are/will public services adequate to serve the proposed uses and structures? yes
- f. How will the development affect the harmony in scale, bulk, coverage and density upon the desirable neighborhood character, and will the generation of traffic and the capacity of surrounding streets and roads be negatively affected? The development is very similar in scale to neighbors, who range from single family to 2 unit townhouses to 4 unit apartments, resting right in the middle.
- g. Will your proposal be detrimental to the health, safety or welfare of the surrounding area or the city as a whole? Not at all, it will positively benefit the surrounding area. We plan to utilize pervious concrete pavers for part of driveway and parking to assist with drainage.

- h. How does your project relate to the goals of the Comprehensive Plan?
Find it online at www.cityofhomer-ak.gov/planning/comprehensive-plan The buildings are passive house designs, taking advantage of the slope and view available, without overimpacting the lot footprint, as well as being an infil development on an empty lot.
- 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**)

- h.a.i.1. **Y/N** Special yards and spaces. YES-boat parking out of view
h.a.i.2. **Y/N** Fences, walls and screening.
h.a.i.3. **Y/N** Surfacing of parking areas. YES-pervious pavers-drainage
h.a.i.4. **Y/N** Street and road dedications and improvements (or bonds).
h.a.i.5. **Y/N** Control of points of vehicular ingress & egress.
h.a.i.6. **Y/N** Special provisions on signs.
h.a.i.7. **Y/N** Landscaping. Yes- retaining walls and planters
h.a.i.8. **Y/N** Maintenance of the grounds, buildings, or structures.
h.a.i.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.
h.a.i.10. **Y/N** Time for certain activities.
h.a.i.11. **Y/N** A time period within which the proposed use shall be developed.
h.a.i.12. **Y/N** A limit on total duration of use.
h.a.i.13. **Y/N** Special dimensional requirements such as lot area, setbacks, building height.
h.a.i.14. **Y/N** Other conditions deemed necessary to protect the interest of the community.

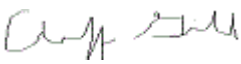
PARKING

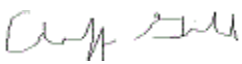
1. How many parking spaces are required for your development? 5
If more than 24 spaces are required see HCC 21.50.030(f)(1)(b).
2. How many spaces are shown on your parking plan? At least 5, with overflow below, 5 attached garage on ground level.
3. Are you requesting any reductions? NO

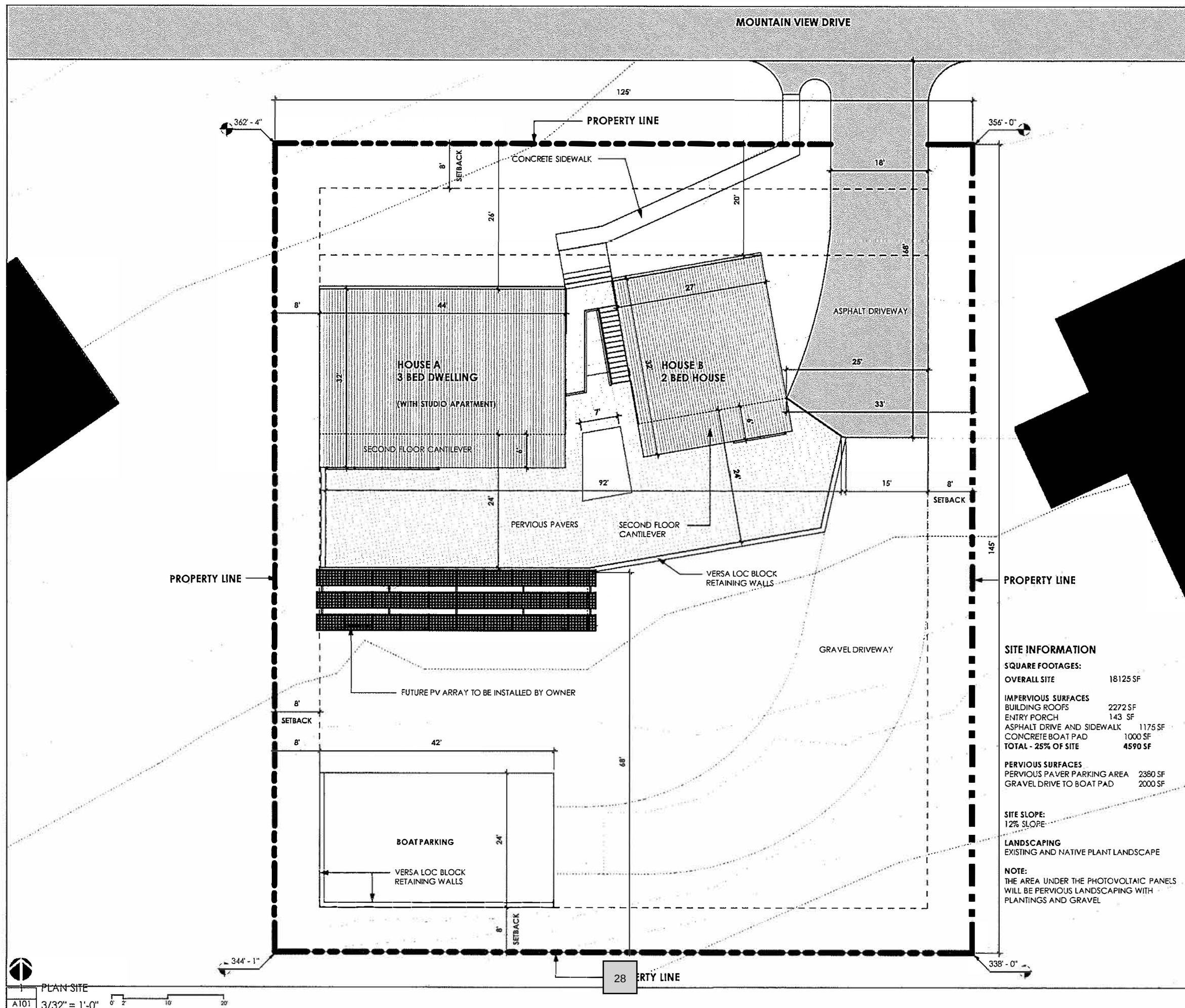
Include a site plan, drawn to a scale of not less than 1" = 20' which shows existing and proposed structures, clearing, fill, vegetation and drainage.

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:  _____ Date: 5 January 2022

Property Owner's signature:  _____ Date: 5 January 2022



Homer Alaska Retreat

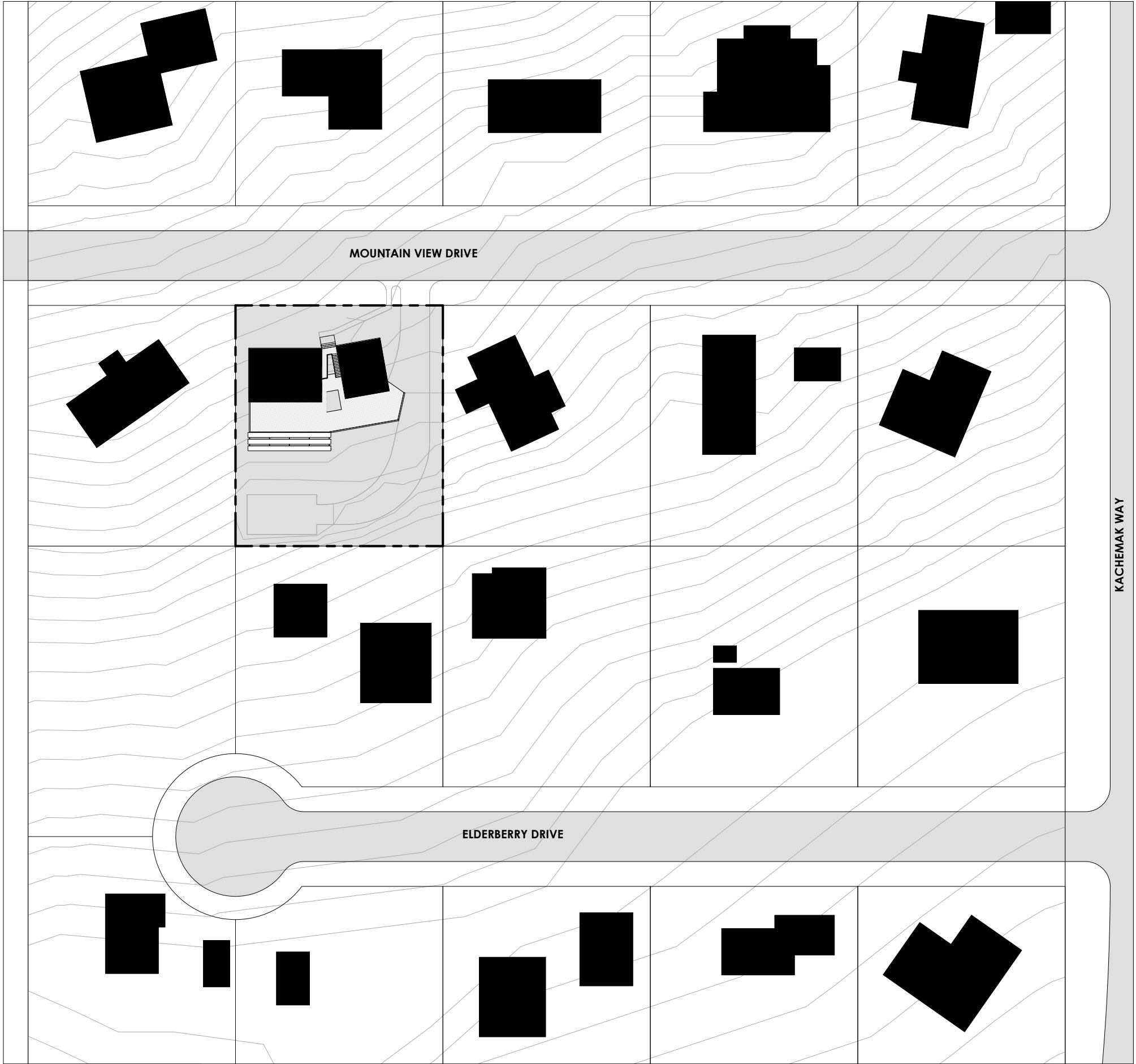
PLANS - SITE

292 Mountain View Drive, Homer, Alaska 99603

A House and Rental Properties for Clifford Gill

Reichelt + Associates
 10001 15th Ave. S.W.
 Seattle, WA 98148
 206-435-3300
 206-435-3300
 206-435-3300

A101



1 NEIGHBORHOOD MASSING PLAN
A100
1" = 40'-0"

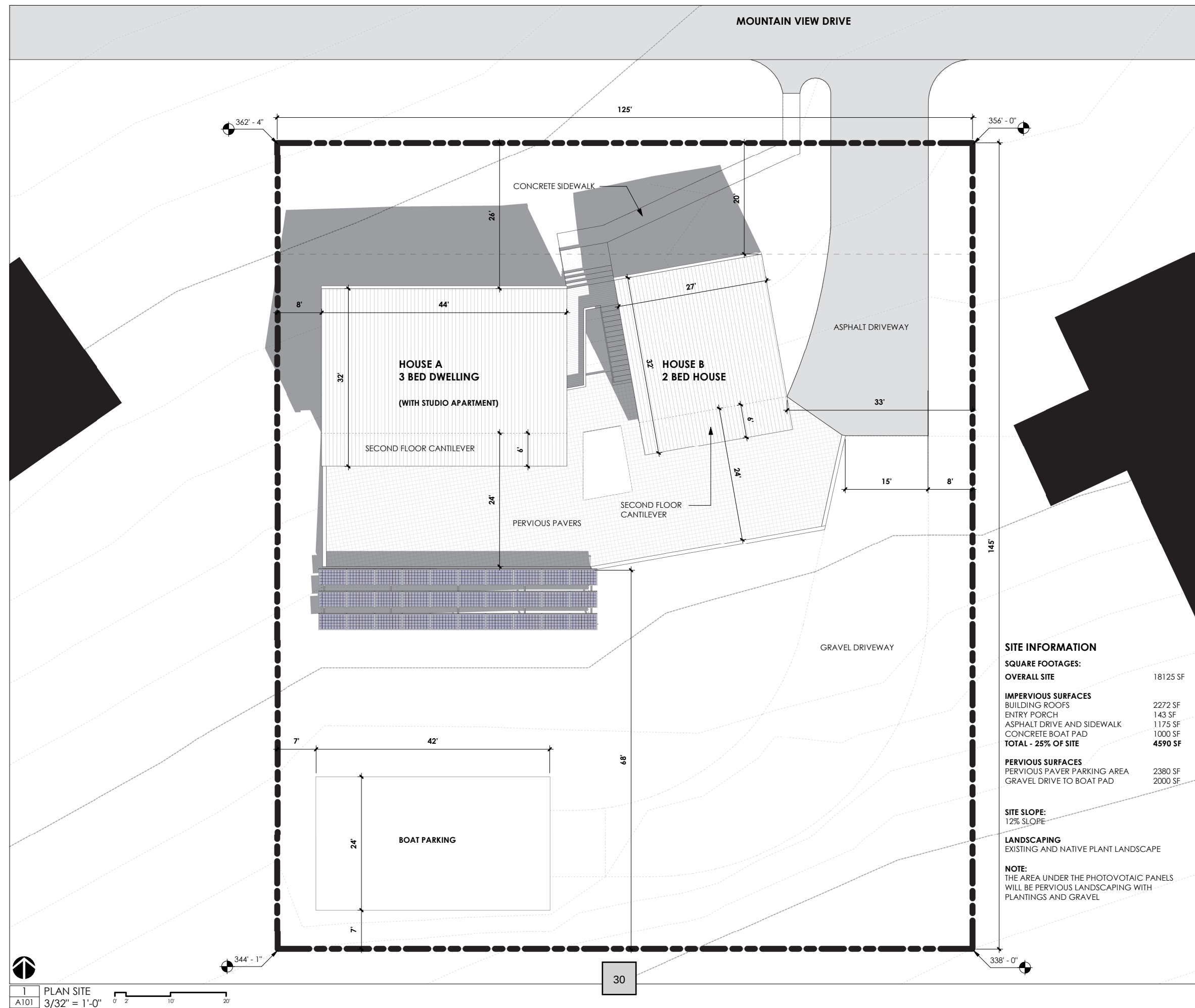


Homer Alaska Retreat

292 Mountain View Drive, Homer, Alaska 99603

A House and Rental Properties for Clifford Gill







1
A102 OVERALL PLAN - PARKING LEVEL
3/16" = 1'-0"

0' 1' 5' 10'

Homer Alaska Retreat

292 Mountain View Drive, Homer, Alaska 99603

A House and Rental Properties for Clifford Gill

PLANS - OVERALL

R+A

Rockhill + Associates
Architects
Lecumbe, KS 66050
Dan Rockhill
785.393.0747
dan@rockhillandassociates.com
David Sorn
785.393.0746
david@rockhillandassociates.com



1 OVERALL PLAN - 2ND FLOOR
A103 3/16" = 1'-0"

0' 1' 5' 10'

Homer Alaska Retreat

292 Mountain View Drive, Homer, Alaska 99603

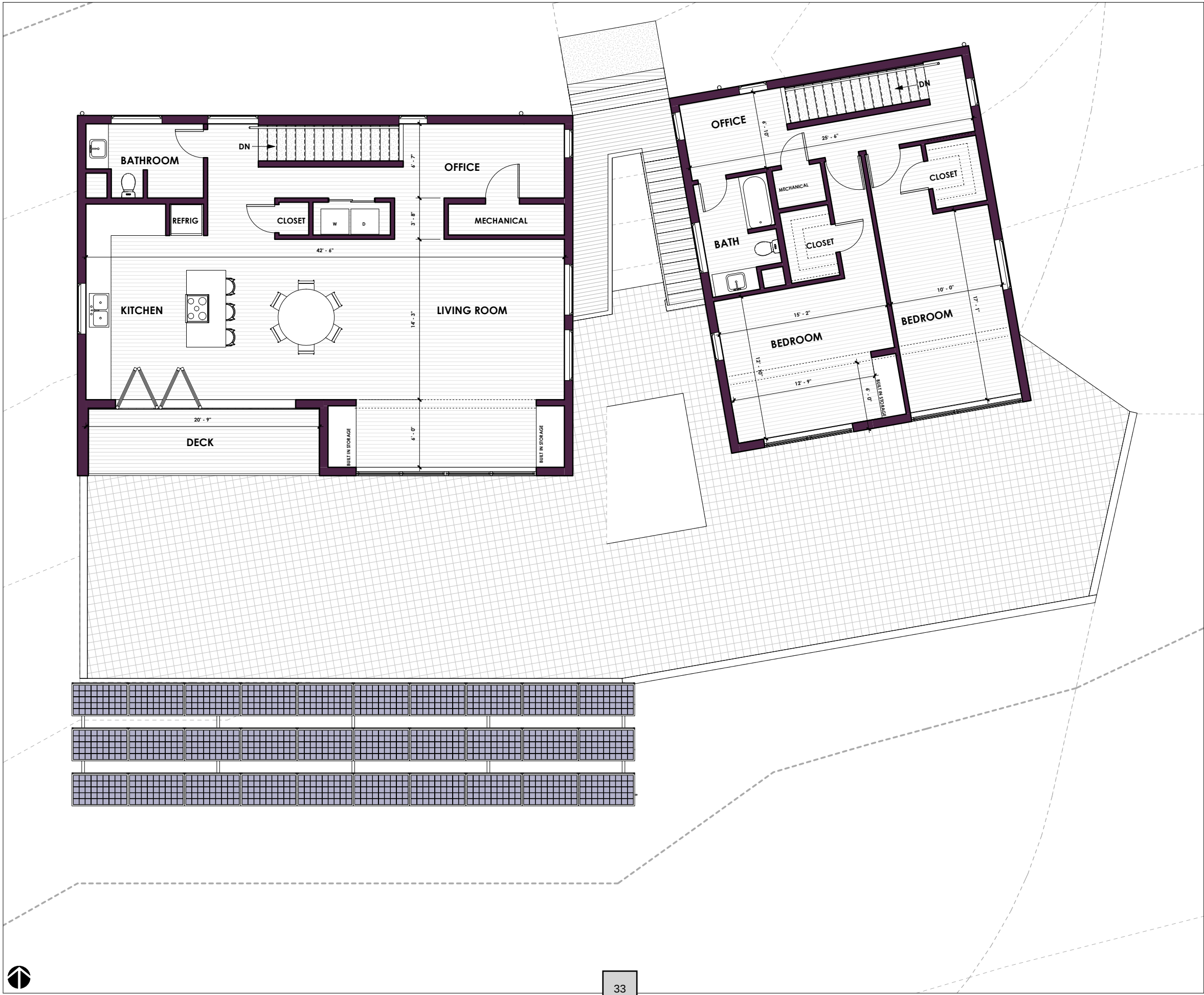
A House and Rental Properties for Clifford Gill

PLANS - OVERALL

Rockhill + Associates
Architects
Leominster, MA 01453
Dan Rockhill
785.393.0747
dan@rockhillandassociates.com
david@rockhillandassociates.com

R+A

David S. Rockhill
785.393.0746
david@rockhillandassociates.com



1 OVERALL PLAN - 3RD FLOOR
A104 3/16" = 1'-0"

0' 1' 5' 10'

33

Homer Alaska Retreat

292 Mountain View Drive, Homer, Alaska 99603

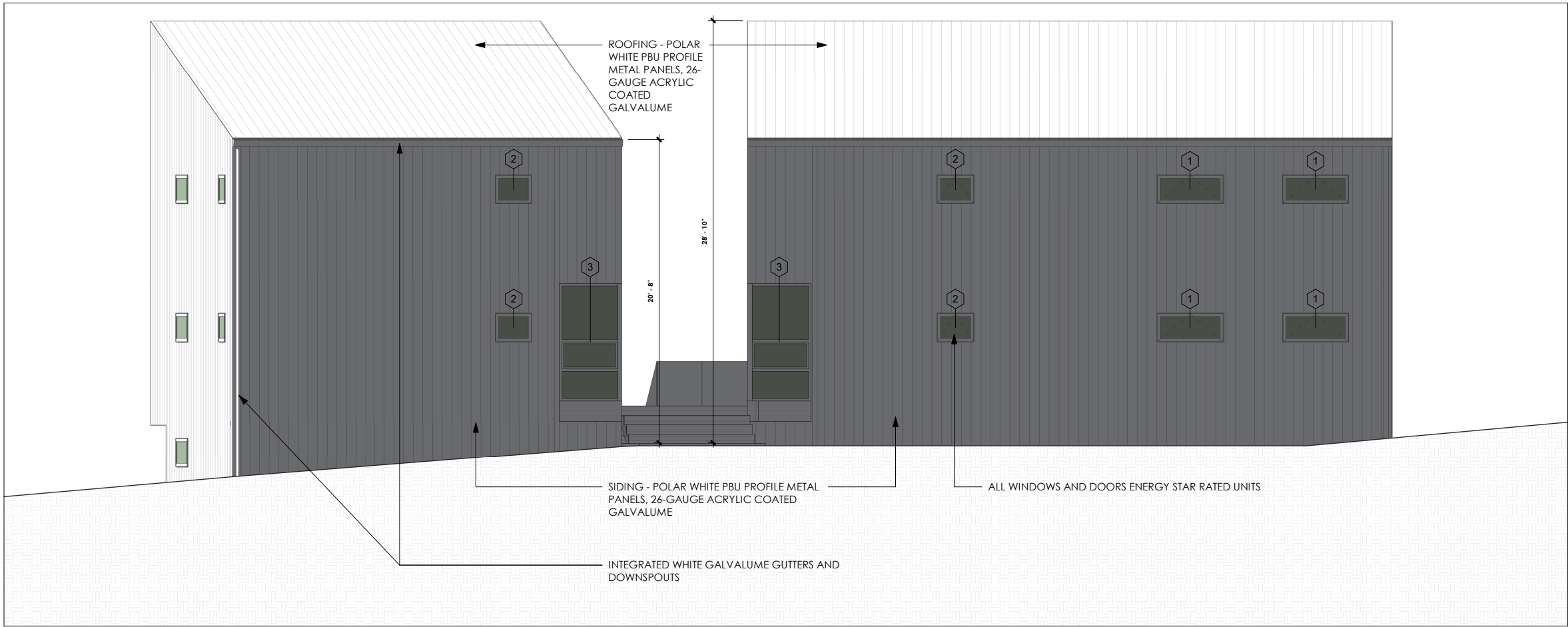
A House and Rental Properties for Clifford Gill

PLANS - OVERALL

Rockhill + Associates
Architects
Lecomon, AK 99500
Dan Rockhill
785.393.0747
dan@rockhillandassociates.com
Dovet Sorn
785.393.0746
dovet@rhaunflower.com

R+A

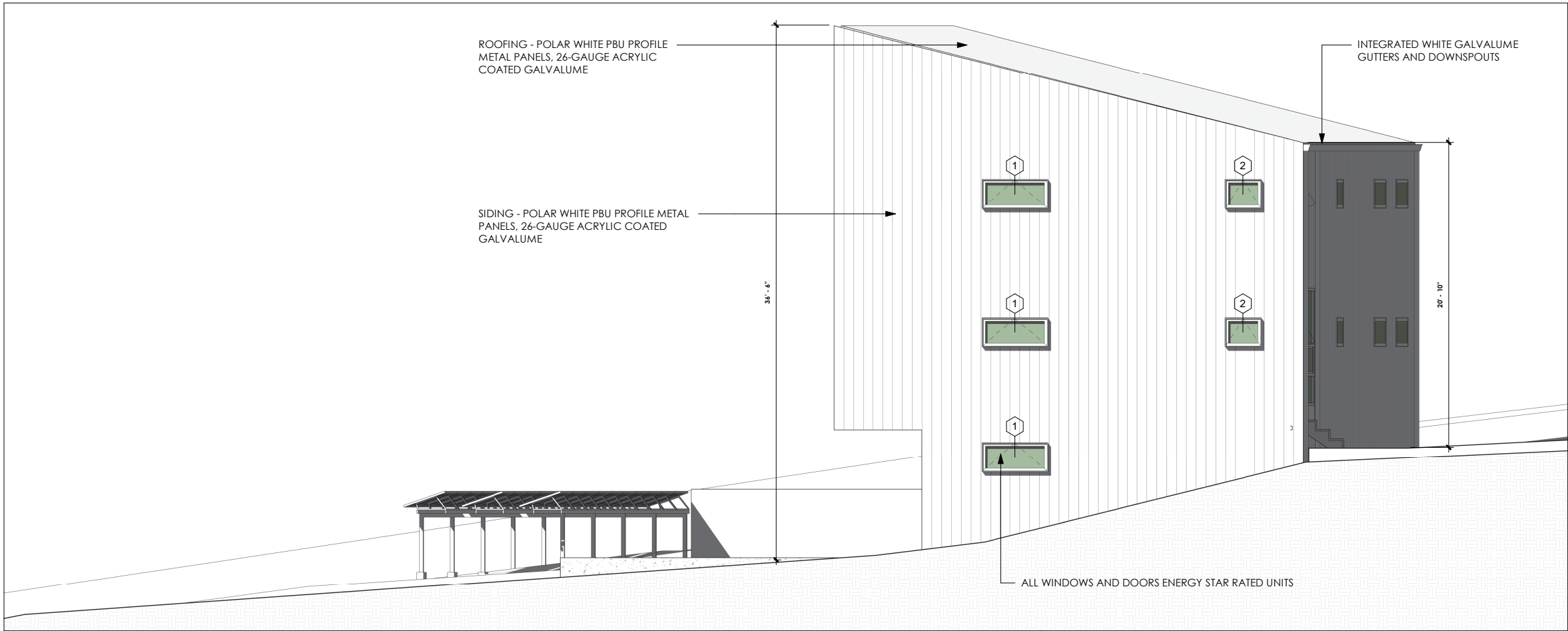
A104
November 2021



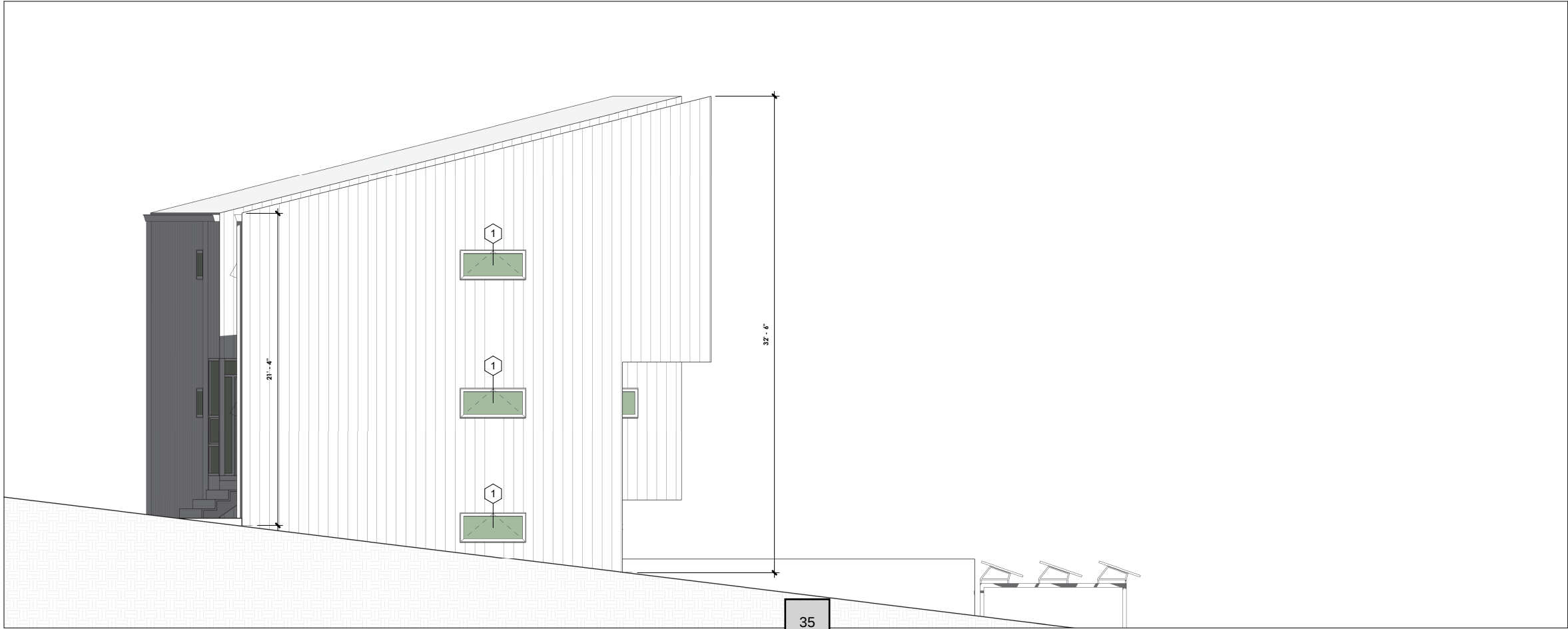
1 NORTH ELEVATION
A201 3/16" = 1'-0"



2 SOUTH ELEVATION
A201 3/16" = 1'-0"



1 EAST ELEVATION
A202 3/16" = 1'-0"



2 WEST ELEVATION
A202 3/16" = 1'-0"

ELEVATIONS

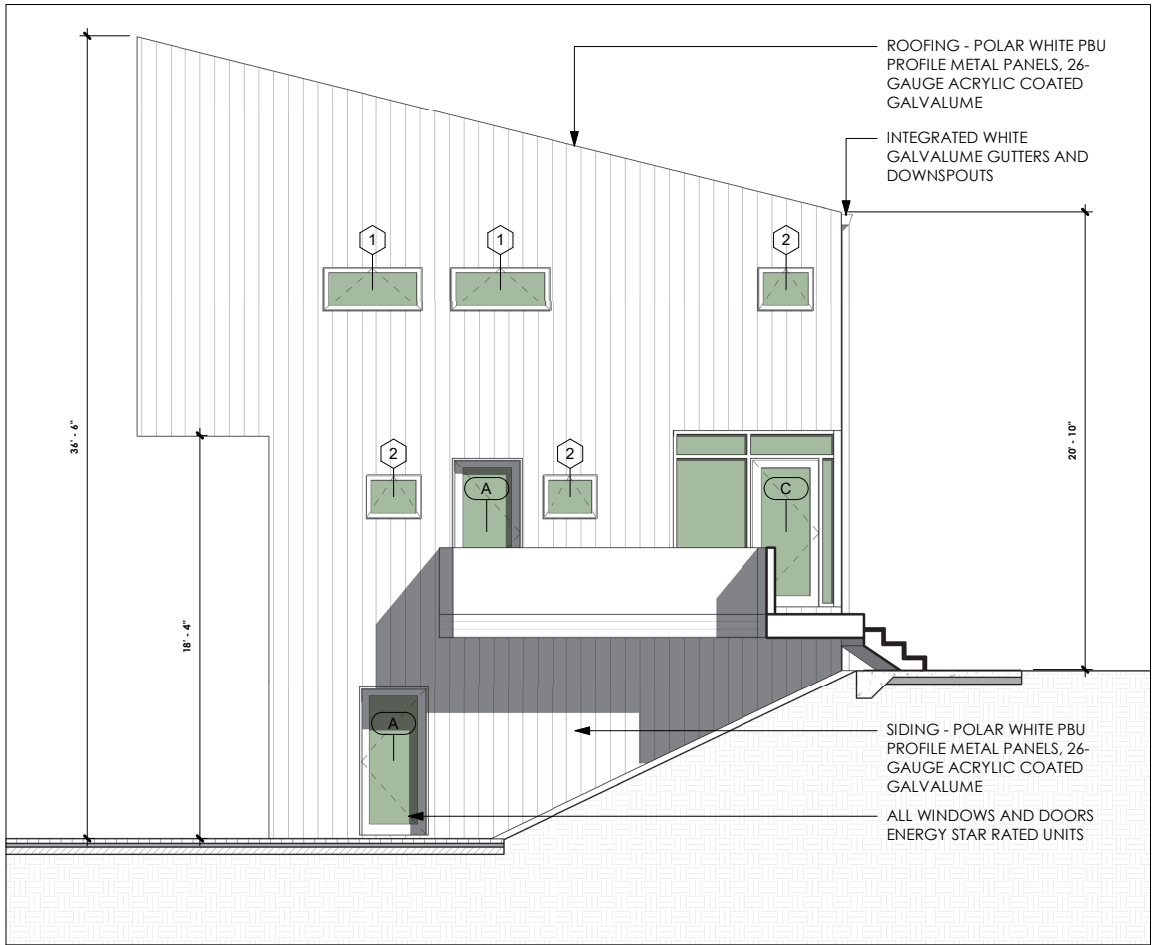
Homer Alaska Retreat

292 Mountain View Drive, Homer, Alaska 99603

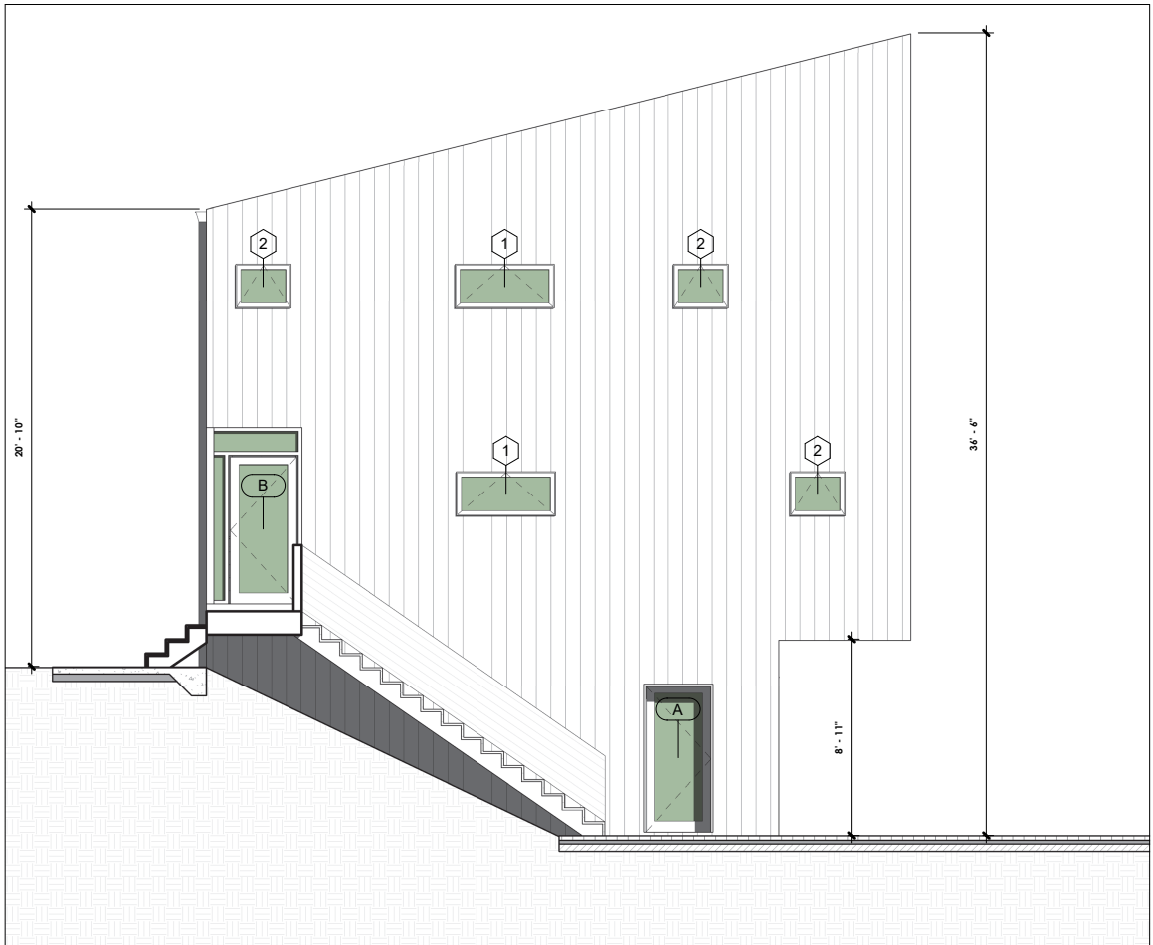
A House and Rental Properties for Clifford Gill



Rockhill + Associates
1000 1st Avenue
Leominster, MA 01450
Dan Rockhill
781.393.0747
dan@rockhillandassociates.com
David S. Spon
781.393.0746
david@dan@sunflower.com



1 ENTRY ELEVATION - BUILDING A
A203 3/16" = 1'-0"



2 ENTRY ELEVATION - BUILDING B
A203 3/16" = 1'-0"

January 27, 2022

Public Comment CUP 22-01 for February 2, 2022
Planning and Zoning Commission
City of Homer, Alaska

Dear Council Members,

As 18 year residents of Homer, registered voters and property owners, we stand opposed to the granting of conditional use permit 22-01 for 323 Mountain View on the grounds that it will add to the growing problem of increased density in this area and from which we are located only four houses away.

Additionally and in a related matter, we would like to request clarification within the city code as to current acceptable and legal density standards. Currently, there appears to be a large uptick in multiple persons inhabiting several single residences on Mountain View, which would seem to make such residences no more than apartment buildings if in fact, what we suspect is true.

We would also request that the council address the growing use of residential properties as Air BnB's, a practice which also increases density and is very disruptive to the integrity of our neighborhood.

Respectfully,

William D. and Marianne Schlegelmilch
4470 Kachemak Way
Homer, Alaska 99603

copy: Homer City Council

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

A public hearing on the matter below is scheduled for Wednesday, February 2, 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) 22-01, to allow a total of three dwelling units in two buildings at 373 Mountain View Dr., Lot 2, Blk. 7 Anderson 1976 Subdivision, Sec. 17, T. 6 S., R. 13 W., S.M., HM 0760034. 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.

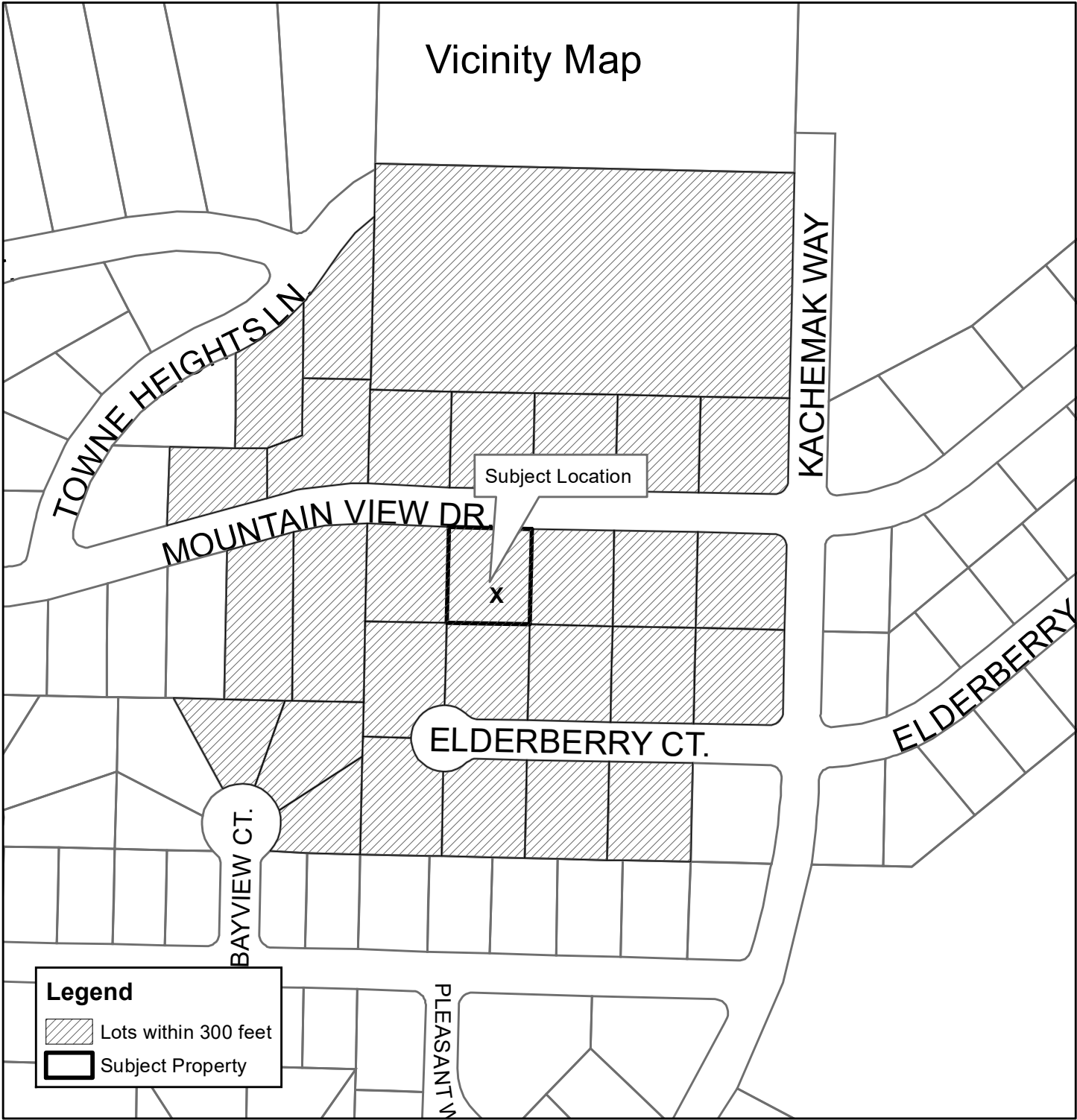
Written comments can be emailed to the Planning and Zoning Office at the address below, mailed to Homer City Hall at the address above, or placed in the Homer City Hall drop box at any time. Written comments must be received by 4pm on the day of the meeting.

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



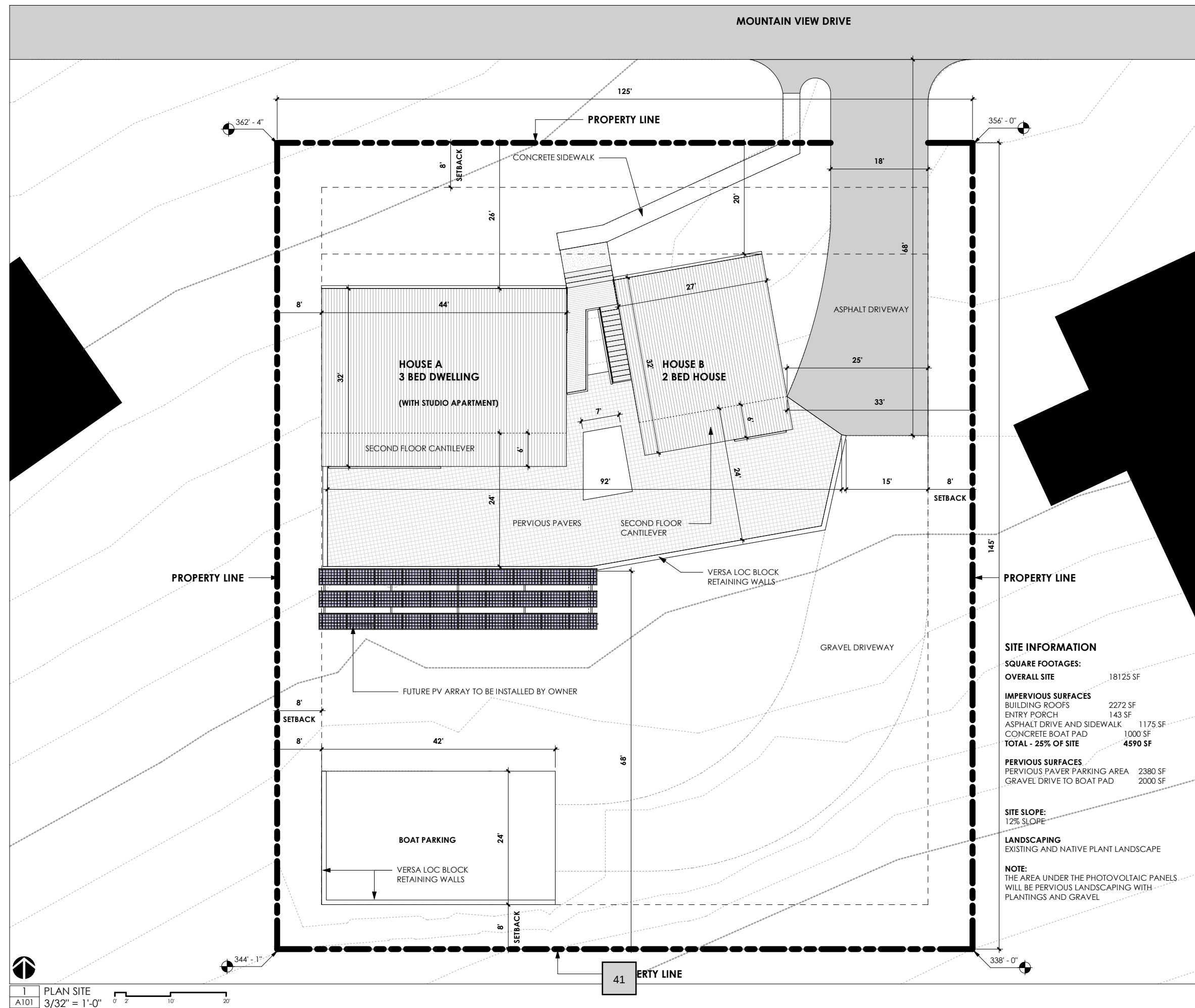
City of Homer
Planning and Zoning Department
 January 19, 2022

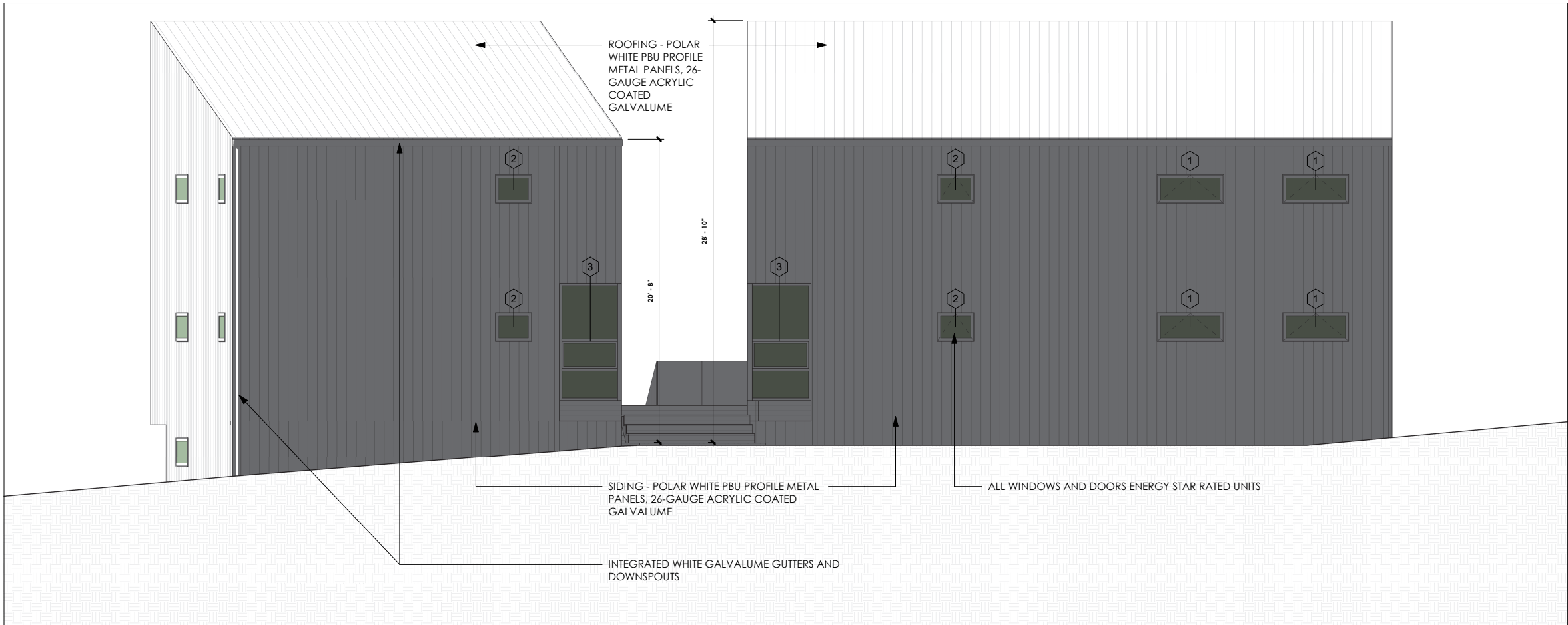
Request for Conditional Use Permit 22-01 373 Mountain View Drive

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.*

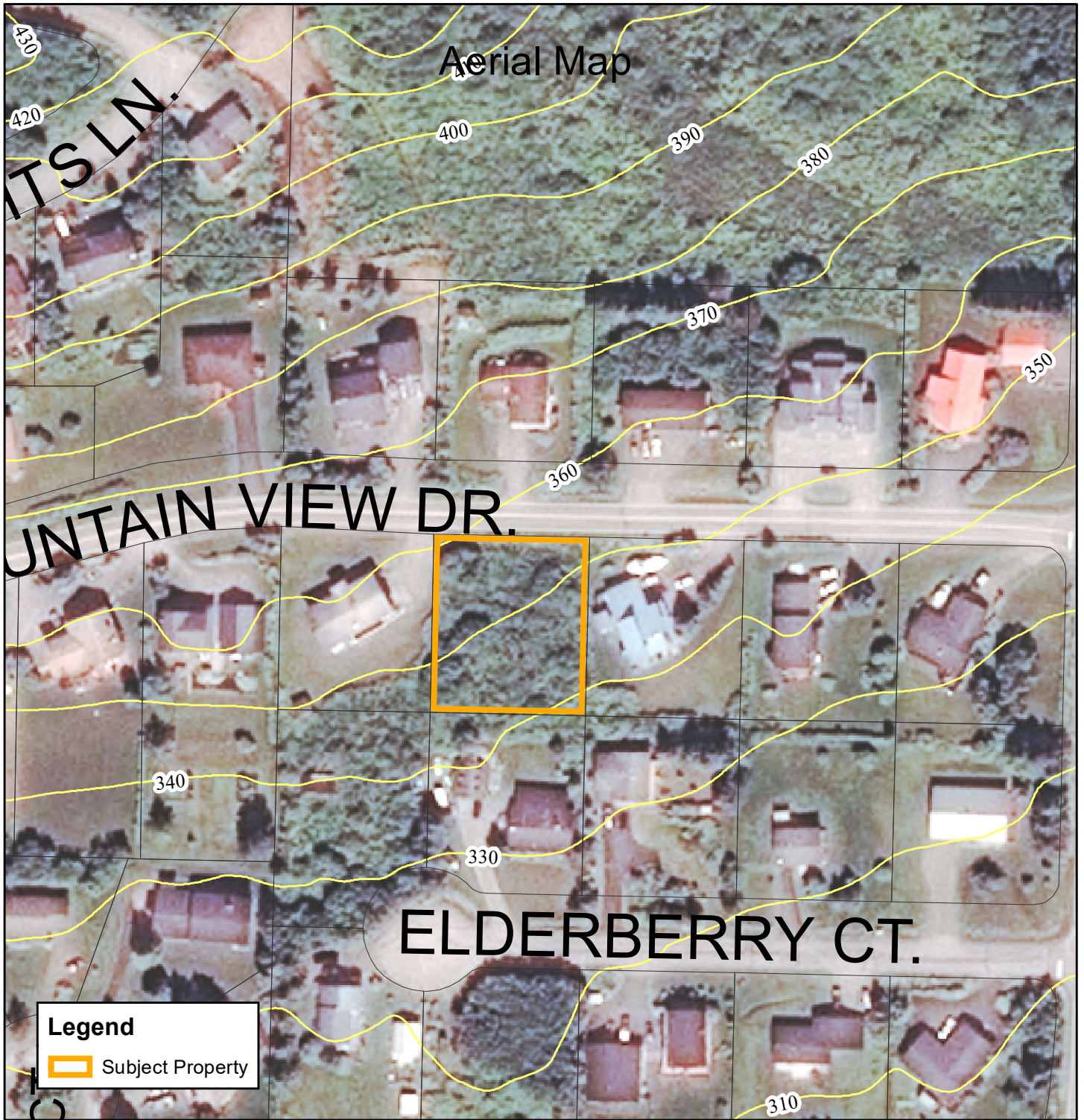




1 NORTH ELEVATION
A201 3/16" = 1'-0"



2 SOUTH ELEVATION
A201 3/16" = 1'-0"



City of Homer
 Planning and Zoning Department
 January 19, 2022

**Request for
 Conditional Use Permit 22-01
 373 Mountain View Drive**

0 50 100 Feet

*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.*

Review of comprehensive plan Land Use Chapter for CUP 22-01 RA 1.25.22

GOAL 1: Guiding Homer’s growth with a focus on increasing the supply and diversity of housing, protect community character, encouraging infill, and helping minimize global impacts of public facilities 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.

Staff: This project supports the development of a vacant lot to help maintain a moderate-to-high density residential development.

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

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

Staff: The project promotes the development of additional dwelling options in the UR district.

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

Staff: In fill of an existing lot served by a complement of existing city infrastructure is a reasonable response to the concern of regional and global impacts.

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

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

N/A, not found to be in a location identified for extra protection.

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 development that complement Homer's beautiful natural setting.

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

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

Objective B: Encourage high quality site design and buildings.

Staff: The proposal relies upon professionals to create high quality design and buildings.

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 for the UR district.

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

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 22-07

TO: Homer Planning Commission
FROM: Rick Abboud, AICP, City Planner
DATE: 2.2.22
SUBJECT: Coastal Bluff Analysis

Introduction

No decisions were made about regulations of coastal properties at the last meeting. I did contact Jaci with DGGS and inquired about the Coastal Bluff Stability map when it was suggested by the Commission to investigate if it would be proper to use the map as a modifier of setback policy. She did offer to go into further details if needed. I also could find no source of data regarding the length of occupancy of coastal structures. Please refer to your last packet for the study and maps or request another copy from the office.

Analysis

I do want to reinforce the use of our current code as a starting point. After study of the Coastal Bluff Stability map, I have found that the information supports the suggestion of making tighter code to perform as it was intended to when adopted. As the Stability map indicates, the areas suggested to be regulated with a 40' setback match the very low to medium risk. The particular lots that have greater computed future erosion rates (in the areas proposed to have a 40' setback) are already mostly fully developed and would not be expected to support near shoreline developments.

As one progresses from the Saltwater Drive areas to the west the vulnerability index is found to frequent the high vulnerability designation, where it was suggested to support a 60' setback due to the higher forecasted rates of erosion or possible slope failure.

Current Code

Current Code regulates on the basis of being "Located within 40 feet of the top or within 15 feet of the toe of a steep slope, bluff, coastal bluff or ravine", HCC 21.44.020(a)(2).

HCC 21.44.030(c), Setbacks. Subject to the exceptions to setback requirements in HCC 21.44.040, all development activity is subject to the following setback requirements:

1. No structure may be closer to the top of a ravine, steep slope or noncoastal bluff than the lesser of:
 - a. Forty feet; or
 - b. One-third of the height of the bluff or steep slope, but not less than 15 feet.
2. No structure may be closer than 15 feet to the toe of a bluff other than a coastal bluff.
3. **No structure may be closer than 40 feet to the top of a coastal bluff and closer than 15 feet to the toe of a coastal bluff.**

“Coastal bluff” means a bluff whose toe is within 300 feet of the mean high water line of Kachemak Bay.

“Bluff” means an abrupt elevation change in topography of at least **15 feet**, with an average slope of not less than **200 percent** (two feet difference in elevation per one foot of horizontal distance).

The real issue with this that we have erosion issues regardless of the height of the bluff. We have a study that projects probable annual erosion rates. I would like to think of the coastline in term of a continuous coastal bluff, regardless of height.

We already require dwellings to be located at least 40’ from the top of the ‘bluff’ that is within 300’ of the bay, it is just that the definition of bluff is nearly non-applicable in Homer. Places that have been proposed to maintain a 40’ setback from the ‘bluff’ is in keeping with the intent of locating dwellings from what is the current extent of the bay landward. I do not find this number controversial or inconsistent with the current intent of the code.

Additionally, a 40’ setback from slopes is a rule of thumb distance required in the current International Building Codes (IBC). The rule is 40’ or 1/3 the height of the bluff. While this may be a good rule of thumb for a noncoastal bluff, it further supports the contention that 40’ should be the minimum distance from our eroding coastline, since the height of the bluff and relation to the annual erosion rate is somewhat nebulous and we have a study that refines our specific hazards.

It is not shocking, in the least, to current or prospective property owners to suggest that they keep developments 40’ from the bluff transitions. I do believe that a 60’ setback from the edge of the riskier lands to the west is reasonable where little developmental pressures are found.

Bluff Edge

The issue with the code not prescribing the 40' setback consistently is that our definition of Coastal Bluff is basically non-existent in Homer, due to the poor match of physical description of our shoreline. This definition may work better in a place that only has a concern with tall bluffs, as mentioned above, our eroding shoreline is moving regardless of the height or steepness of the bluff.

After some professional input, we have drafted some language from our study and other descriptions that would better address the unique features of the Homer Shoreline. It may need some further revision as it is tested.

Bluff Edge – The bluff top edge is identified as the seaward extent of relatively flat land where a slope break or scarp occurs. The chosen bluff top edge must represent the seaward extent of land that is neither part of a previous landslide nor a bench on a slope”

I would like to further consult and test the concept to consider some finer elements, but I believe it is a good basis of thought. I never thought that a description of this feature would be so challenging. But, it is apparently something that everyone struggles with, as you may see when looking at the examples from other coastal communities. Our coast is dynamic and somewhat unique. The one issue I wish to bring to a professional is considering the limit of the definition to describe the landward extent and just how applicable that is to Homer, as our current code describes a limit of 300' from the shore.

Staff Recommendation

I would like a recommendation to draft up regulations for the Commission to review and for the public to provide input.

Attachments

Please refer to the study and maps found in the last packet or request them from the office if they are inaccessible.



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 22-08

TO: Homer Planning Commission
FROM: Rick Abboud, AICP, City Planner
DATE: February 2, 2022
SUBJECT: Storage Container Dwellings

Introduction

It was a request of the Commission to review draft code language that would prohibit the use of shipping containers as dwellings.

Analysis

The Commission's discussion weighed considerations of where shipping containers commonly known as Connex's might be allowed. I questioned the logic (or perhaps consistency) of eliminating one of the unlimited options one now has for construction of a dwelling, without adopting building codes and creating a building department. I believe that it would be best to eliminate the option as a dwelling throughout all districts, if it is believed that structures of this type are a detriment to the citizens of Homer.

The most straight forward way to address the use of shipping container in dwellings is elimination by amending the definition of the term 'dwelling'. This transfers neatly to any considerations of use of the material for a dwelling in any variety of dwelling options. I do not find any reason why we would want to make an allowance for this in one district over another. The draft ordinance would eliminate the option for use in all districts.

I believe the best way to regulate for safety concerns is to adopt a building code. Aesthetically, I find it inconsistent with the unlimited options that are available in Homer. I believe shipping containers can be configured to a variety of tastes, but it is the minimalist approach that might be most offensive. Without a building department, it is unrealistic to regulate the form of use.

Staff Recommendation

Discuss the regulation and make recommendation for continued direction of the subject.

Attachments

Draft ordinance

CITY OF HOMER
HOMER, ALASKA

Planning Commission

ORDINANCE 22-XX

AN ORDINANCE OF THE CITY COUNCIL OF HOMER, ALASKA
AMENDING TITLE 21.03.040 DEFINITIONS USED IN ZONING CODE.

WHEREAS, The 2018 Comprehensive Plan Chapter 4 Goal 3 states, “Encourage high-quality buildings and site development that complement Homer’s beautiful natural setting;” and

WHEREAS, The 2018 Comprehensive Plan Chapter 4 Goal 3 Objective A states: “Create a clear, coordinated regulatory framework that guides development;” and

WHEREAS, The 2018 Comprehensive Plan Chapter 4 Goal 3 Objective B states “Maintain high quality residential neighborhoods, promote housing choice by supporting a variety of dwelling options;” and

WHEREAS,

NOW, THEREFORE, THE CITY OF HOMER ORDAINS:

Section 1. Homer City Code 21.03.040, is hereby amended to read as follows:

“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. **“Dwelling” or “dwelling unit” shall not include the use of or incorporation of Connex boxes or other similar intermodal shipping containers in part or whole.**

Section 2 or the last section. This Ordinance is of a permanent and general character. and shall be included in the City Code.

ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA this ____ day of _____, 2022.

CITY OF HOMER

KEN CASTNER, MAYOR

ATTEST:

MELISSA JACOBSEN, MMC, CITY CLERK

YES:

NO:

ABSTAIN:

ABSENT:

First Reading:

Public Hearing:

Second Reading:

Effective Date:

Reviewed and Approved as to form and content:

Rob Dumouchel, City Manager

Michael Gatti, City Attorney

Date: _____

Date: _____



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 22-09

TO: Homer Planning Commission
FROM: Rick Abboud, AICP, City Planner
DATE: February 2, 2022
SUBJECT: Maximum Parking for Large Retail

Introduction It has been requested through Council Member/City Manager request, that the Planning Commission review issues surrounding large retail parking requirements, specifically concerns of the development of the Safeway parking lot.

Analysis Last year we took a look at the entirety of the Large Retail code and had a few items to work out. At this time, I wish to look exclusively at parking issues.

21.57.150 Parking.

a. Parking lots for large retail and wholesale development shall not exceed the minimum number of spaces required by Chapter 21.55 HCC by more than 10 percent.

b. All parking lots will be posted “No Overnight Camping Permitted” as required by HCC 19.08.030.

c. Where practical, no more than 50 percent of the required parking area for the development shall be located between the front facade of the building and the abutting streets or adjacent to arterials.

Maximum Parking Allowances for Large Retail

The issue that is most brought up is that the number of parking spaces are inadequate to support the traffic that the store generates. I do believe that this issue could be a nearly untenable issue in the summer peak, if not for the allowance to construct an adjacent parking lot on a separate lot.

Safeway may have had a few challenges since it was constructed, but it also had atypical pressures such as, parking spaces being taken up by construction workers and equipment. I have not found my use of the parking lot inhibited and I frequently stop there 3 times a week.

But I do sympathize with the issues that will likely show themselves in the summer when demand is high.

Additionally, I object to the inconsistency of the code. This is the only type of development that is restricted in this way (Not to exceed more than 10% of minimum requirements) and it can be overcome by development on a neighboring lot. I do not think that it produces any consistent result (just as Safeway demonstrates). It is actually a rare thing in Homer for someone to propose developing parking well beyond the minimums, it is an expensive venture. Frequently, businesses desire to develop less than the minimum.

I do recommend that the Commission give serious consideration to eliminating the maximum allowance for large retail parking. It would be more consistent with code and would eliminate the development of alternative plans such as Safeway has done in creating a 'stand-alone' parking lot that could be of any dimensions.

Design

Also brought up is difficulties with the parking islands. It has been difficult for some to get used to the islands and claims have been made that they are the cause of accidents.

f. Landscaping Requirements. All development shall conform to the following landscaping requirements:

1. Landscaping shall include the retention of native vegetation to the maximum extent possible and shall include, but is not limited to, the following:

a. Buffers.

i. A buffer of three feet minimum width along all lot lines where setbacks permit; except where a single use is contiguous across common lot lines, such as, but not limited to, shared driveways and parking areas. Whenever such contiguous uses cease the required buffers shall be installed.

ii. A buffer of 15 feet minimum width from the top of the bank of any defined drainage channel or stream.

b. Parking Lots.

i. A minimum of 10 percent of the area of parking lots with 24 spaces or more shall be landscaped in islands, dividers, or a combination of the two;

ii. Parking lots with 24 spaces or more must have a minimum 10-foot landscaped buffer adjacent to road rights-of-way;

iii. Parking lots with only one single-loaded or one double-loaded aisle that have a 15-foot minimum landscaped buffer adjacent to road rights-of-way are exempt from the requirement of subsection (f)(1)(b)(i) of this section.

I have a really hard time processing this one. I do not see how navigating islands should introduce difficulties that would not be encountered if the spaces were taken up by vehicles. It may have caught some by surprise, as no plantings have been established and they may have been obscured by snow.

We may be able to take some considerations for alternative options, if an existing business does not have the room to meet minimum parking requirements when required to conform to the 10% landscaped in buffers or islands. I also support the contention that one might be able to trade off some buffers for islands and such, if difficulties are demonstrated.

The tough part here is that, I do not see that there is/was much of any alternative that was justifiable for the Safeway lot. They really do not have any options that would not have significantly altered the parking lot. They were able to meet parking minimums with the landscaping included. With the development of the neighboring parking lot, they will not lose parking spaces compared to what was previously provisioned.

There are reason why we support landscaping in parking lots. Landscaped parking lots enhance the aesthetics of a property, provide shade protection, and can reduce impervious surface through environmental design.

I do entertain thoughts of the provisioning of landscaping in parking lots in concern of the possible expansion of existing businesses. Perhaps there are other tradeoffs?

Staff Recommendation Discuss and make recommendation for further actions.

1. Should parking lot maximums, which apply only to large retail, be removed from code?
2. Are there landscaping tradeoffs for business that want to expand, but are limited by parking lot landscaping requirements?



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: January 6, 2022
SUBJECT: City Manager's Report for January 10, 2022 Council Meeting

HERC Update

The HERC survey is almost complete. The survey will close January 10th and we appear to be on track to meet our target of 500 responses (over 400 at the time this report was written). The survey was promoted through Facebook ads, a newspaper insert, and some targeted outreach to schools, community groups, etc. Additionally, we hosted an in-person event at the HERC on January 4th and a second event will be held at the Library on January 8th (after this report is submitted). We have begun to do outreach and interviews with potential private partners who indicated an interest in using a potential facility. Once the survey is closed, staff and Stantec will work on an analysis of the data collected to include a comparison of the data to the 2015 Park, Art, Recreation and Culture Needs Assessment.

Ice in the Harbor

The Harbor has had intermittent issues with ice accumulating in the harbor mouth this year with the cold temperatures. Most of the ice originates on the Fox River flats and floats down the bay where winds and tides drive it to the spit and eventually into the harbor. This ice creates a navigation hazard, especially for smaller craft. The City does not have ice breaking capability and encourages a great deal of caution when planning trips in and out of the harbor during this cold winter. If you intend to get on the water, it is advised to contact the Harbormaster's office for information on current conditions.



Harbor Dumpsters

In September, the City Council adopted Ordinance 21-53 which specifically prohibits the dumping of non-Port & Harbor related waste in Port & Harbor Dumpsters. The ordinance also made funds available from the Port & Harbor Reserves to promote the updated dumpster ordinance to the public. Harbor staff have placed signage near all Port & Harbor dumpsters. Harbor staff will be working to break the habit of household trash dumping by educating the public in regards to the ordinance.

Parity Study Getting Underway Soon

Section 4.2.2 of the Personnel Regulations requires the Human Resources Director to review the Position Classification System no less than every five years and report the findings to the City Manager for review. The City's next Parity Study will be completed in 2022. The Salary & Benefits Survey will be sent out this month to multiple municipalities and once the data has been compiled, and analysis complete, the results will be shared with Council. This is an important tool for Administration that allows for comparison and lets us accurately evaluate our current wages and how the City stacks up to other municipalities for individual job classifications.

FY24/25 Preliminary Budget Schedule

Attached to this report is a preliminary budget schedule for the FY24/25 cycle. The plan is to begin work on the budget in July 2022 and have it ready for adoption in April 2023. Administration is trying to give the budget process enough time to be very thorough and unrushed. The extended timeline will give more time to Council, commissions, and the public to comment and engage with staff on the next two-year budget as it develops.

FY22 1st Quarter Report

See attached for a report from the Finance Department covering the first quarter of fiscal year 2022 (July to September 2021). A report for the second quarter (October to December 2021) is expected to be available at the first meeting in February. We are working on getting Finance reports onto a more consistent and predictable schedule. Beginning in 2022, we are intending to publish reports on this schedule: FY22 2nd Quarter – first meeting in February; FY22 3rd Quarter – first meeting in May; FY22 4th Quarter – first meeting in August; FY23 1st Quarter – first meeting in November.

Chair Person Training

The Clerk's Office will be conducting a Chair Person training for all Advisory Body Chairs, Vice Chairs, and members who may be interested in serving as Chair on Wednesday, January 13th at noon. Lunch will be provided and RSVP's are requested. The Clerk's Office held a Chair's training in July 2019 with the intent of it being an annual event, but didn't schedule it in 2020 due to the general upheaval from COVID-19. They'll also be holding Advisory Body training which will be scheduled for each of the groups in the month that their seats renew, kicking off the year with the Port and Harbor Advisory Commission at their February meeting.

Personnel Updates

Public Works: Jenna Luchaco has joined the Public Works roads crew as an Equipment Operator Apprentice. Jenna has worked for Parks seasonally for a number of years and is excited to shift to a full-time role!

Enclosures:

1. January Employee Anniversaries
2. Preliminary budget schedule for FY24/25
3. FY21 First Quarter Report and memo from Finance Director



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: January 10, 2022
SUBJECT: January 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.

Teresa Sundmark	Library	15	Years
Tomasz Sulczynski	IT	14	Years
Andrea Browning	Admin	10	Years
Brody Jones	Public Works	8	Years
Burton Gregory	Harbor	8	Years
Jona Focht	Dispatch	7	Years
Lynda Gilliland	Finance	4	Years
Kaela Jiron	Finance	1	Year
Amy Woodruff	Port	1	Year

City of Homer
Preliminary Budget Development Schedule
for Fiscal Year 2024 and 2025

Dates	Event
1/10/2022	Preliminary Budget Development Schedule introduced to Council
July 2022	Begin FY24/25 budget discussions with departments
7/25/2022	Final Budget Development Schedule delivered to Council
August - October 2022	Budget Worksessions (Council and Commissions)
2nd October 2022 Meeting	Committee of the Whole, Council to discuss budget priorities for the coming year
	Regular Meeting, Public Hearing - public input on budget priorities for the coming year
Beginning of November 2022	Submit to departments, budget work sheets including salary and fringe benefit costs
1st December 2022 Meeting	During Committee of the Whole, Council to discuss Revenue Sources for General Fund and preliminary budget assumptions.
End of December 2022	Departmental Draft Budget and narratives to Finance
Mid-January 2023	Compile data and return copy to departments for review
End of January 2023	City Manager - Budget Review with Finance Director and Department Heads
2nd February 2023 Meeting	City Manager's Budget (Proposed Budget) and Utility Rate Model to Council
	Committee of the Whole, Council to discuss budget
	Regular Meeting - Public Hearing
1st March 2023 Meeting	Committee of the Whole, Council to discuss budget
	Regular Meeting - to introduce Budget Ordinance and Fee/Tariff Resolutions
2nd March 2023 Meeting	Committee of the Whole, Council to discuss budget
1st April 2023 Meeting	Committee of the Whole, Council to discuss budget
	Regular Meeting - Public Hearing
2nd April 2023 Meeting	Regular Meeting - Public Hearing & FY 24/25 Budget Adoption

Quarterly General Fund
Expenditure Report
For Quarter Ended September 30, 2021

	Current Fiscal Analysis				Historical Fiscal Analysis			
	Adopted FY22 Budget	Actual July - Sept 2021	Budget Remaining	% Budget Remaining	Actual July - Sept 2018	Actual July - Sept 2019	Actual July - Sept 2020	Actual July - Sept 2021
Revenues								
Property Taxes	\$ 3,794,794	\$ 1,977,401	\$ 1,817,394	48%	\$ 1,739,464	\$ 1,792,888	\$ 1,868,414	\$ 1,977,401
Sales and Use Taxes	6,099,969	2,424,606	3,675,364	60%	2,318,982	1,918,910	1,720,234	2,424,606
Permits and Licenses	46,595	12,196	34,399	74%	14,030	7,923	14,465	12,196
Fines and Forfeitures	22,930	11,292	11,638	51%	6,561	12,198	5,075	11,292
Use of Money	146,718	(6,701)	153,418	105%	10,562	29,387	24,112	(6,701)
Intergovernmental	562,866	95,800	467,066	83%	110,017	126,017	-	95,800
Charges for Services	597,597	251,484	346,113	58%	169,379	209,971	224,226	251,484
Other Revenues	-	75,108	(75,108)	0%	1,198	605	12,481	75,108
Airport	198,729	58,180	140,549	71%	54,043	65,229	39,232	58,180
Operating Transfers	1,905,916	10,000	1,895,916	99%	-	-	-	10,000
Total Revenues	\$ 13,376,115	\$ 4,909,366	\$ 8,466,749	63%	\$ 4,424,236	\$ 4,163,127	\$ 3,908,239	\$ 4,909,366
Expenditures & Transfers								
Administration	\$ 1,281,755	\$ 247,942	\$ 1,033,814	81%	\$ 206,229	\$ 223,261	\$ 215,497	\$ 247,942
Clerks	873,182	187,694	685,488	79%	153,591	291,935	176,774	187,694
Planning	416,528	88,538	327,990	79%	80,460	86,577	96,487	88,538
Library	949,036	195,667	753,370	79%	204,364	203,340	189,328	195,667
Finance	873,394	174,528	698,865	80%	150,708	152,622	162,047	174,528
Fire	1,432,183	299,177	1,133,006	79%	218,320	236,059	295,450	299,177
Police	3,739,209	920,450	2,818,760	75%	784,315	764,705	823,903	920,450
Public Works	3,020,354	644,687	2,375,667	79%	609,105	656,606	643,659	644,687
Airport	226,517	29,937	196,580	87%	39,827	30,224	32,510	29,937
City Hall, HERC	189,087	25,455	163,632	87%	36,972	35,585	32,686	25,455
Non-Departmental	94,000	-	94,000	100%	-	-	-	-
Total Operating Expenditures	\$ 13,095,247	\$ 2,814,076	\$ 10,281,171	79%	\$ 2,483,889	\$ 2,680,914	\$ 2,668,340	\$ 2,814,076
Transfer to Other Funds								
Leave Cash Out	\$ 136,126	\$ 136,126	-	0%	\$ -	\$ -	\$ -	\$ 136,126
Other	113,823	113,823	-	0%	-	-	-	-
Total Transfer to Other Funds	\$ 249,949	\$ 249,949	\$ -	0%	\$ -	\$ -	\$ -	\$ 136,126
Transfer to CARMA								
General Fund Fleet CARMA	\$ 20,918	\$ 20,918	-	0%	\$ -	\$ -	\$ -	\$ 20,918
Seawall CARMA	10,000	10,000	-	0%	-	-	-	-
Total Transfer to CARMA Funds	\$ 30,918	\$ 30,918	\$ -	0%	\$ -	\$ -	\$ -	\$ 20,918
Total Expenditures & Transfers	\$ 13,376,115	\$ 3,094,943	\$ 10,281,171	77%	\$ 2,483,889	\$ 2,680,914	\$ 2,668,340	\$ 2,971,120
Net Revenues Over (Under) Expenditures	\$ -	\$ 1,814,422						

Quarterly Water and Sewer Fund
Expenditure Report
For Quarter Ended September 30, 2021

	Current Fiscal Analysis				Historical Fiscal Analysis			
	Adopted FY22 Budget	Actual July - Sept 2021	Budget Remaining	% Budget Remaining	Actual July - Sept 2018	Actual July - Sept 2019	Actual July - Sept 2020	Actual July - Sept 2021
Revenues								
Water Fund	\$ 2,014,420	\$ 687,742	\$ 1,326,678	66%	\$ 597,682	\$ 735,421	\$ 661,240	\$ 687,742
Sewer Fund	1,762,264	581,597	1,180,668	67%	585,537	575,945	508,851	581,597
Total Revenues	\$ 3,776,685	\$ 1,269,339	\$ 2,507,346	66%	\$ 1,183,219	\$ 1,311,366	\$ 1,170,091	\$ 1,269,339
Expenditures & Transfers								
<u>Water</u>								
Administration	\$ 202,025	\$ 74,096	\$ 127,929	63%	\$ 61,450	\$ 57,035	\$ 52,248	\$ 74,096
Treatment Plant	616,638	143,429	473,209	77%	147,854	134,112	158,434	143,429
System Testing	27,400	2,602	24,798	91%	12,399	7,382	5,008	2,602
Pump Stations	93,119	14,137	78,982	85%	29,403	24,737	37,644	14,137
Distribution System	348,073	64,970	283,102	81%	55,171	60,739	71,757	64,970
Reservoir	17,326	2,532	14,794	85%	10,484	11,812	3,262	2,532
Meters	181,863	27,494	154,368	85%	(25,497)	55,584	21,204	27,494
Hydrants	203,479	48,685	154,795	76%	45,436	49,420	40,995	48,685
<u>Sewer</u>								
Administration	\$ 191,623	\$ 64,438	\$ 127,185	66%	\$ 47,632	\$ 46,414	\$ 42,000	\$ 64,438
Plant Operations	689,890	110,393	579,497	84%	141,542	164,976	196,446	110,393
System Testing	14,500	3,436	11,064	76%	15,718	3,909	4,215	3,436
Lift Stations	210,079	44,123	165,956	79%	41,403	44,719	42,961	44,123
Collection System	326,795	74,238	252,558	77%	79,528	59,646	53,720	74,238
Total Operating Expenditures	\$ 3,122,810	\$ 674,573	\$ 2,448,236	78%	\$ 662,523	\$ 720,486	\$ 729,894	\$ 674,573
Transfer to Other Funds								
Leave Cash Out	\$ 72,026	\$ 72,026	-	0%	\$ -	\$ -	\$ -	\$ 72,026
GF Admin Fees	588,359	-	588,359	100%	-	-	-	-
Other	23,030	23,030	-	0%	-	-	-	23,030
Total Transfer to Other Funds	\$ 683,415	\$ 95,056	\$ 588,359	86%	\$ -	\$ -	\$ -	\$ 95,056
Transfers to CARMA								
Water	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
Sewer	-	-	-	0%	-	-	-	-
Total Transfer to CARMA Funds	\$ -	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
Total Expenditures & Transfers	\$ 3,806,225	\$ 769,629	\$ 3,036,596	80%	\$ 662,523	\$ 720,486	\$ 729,894	\$ 769,629
Net Revenues Over(Under) Expenditures	\$ (29,541)	\$ 499,710						

Note: The budgeted deficit was expected, per ORD 21-32(S).

Quarterly Port and Harbor Fund
Expenditure Report
For Quarter Ended September 30, 2021

	Current Fiscal Analysis				Historical Fiscal Analysis			
	Adopted FY22 Budget	Actual July - Sept 2021	Budget Remaining	% Budget Remaining	Actual July - Sept 2018	Actual July - Sept 2019	Actual July - Sept 2020	Actual July - Sept 2021
Revenues								
Administration	\$ 596,909	\$ 165,430	\$ 431,479	72%	\$ 134,980	\$ 166,555	\$ 176,276	\$ 165,430
Harbor	3,312,100	2,003,256	1,308,844	40%	1,519,953	1,671,229	1,836,495	2,003,256
Pioneer Dock	330,646	115,000	215,646	65%	108,205	101,663	92,656	115,000
Fish Dock	565,242	243,957	321,284	57%	257,739	295,891	219,838	243,957
Deep Water Dock	161,889	66,303	95,586	59%	120,332	87,998	23,003	66,303
Outfall Line	4,800	-	4,800	100%	-	-	-	-
Fish Grinder	7,191	6,803	389	5%	5,573	5,860	5,215	6,803
Load and Launch Ramp	126,483	57,797	68,686	54%	56,012	53,479	56,350	57,797
Total Revenues	\$ 5,105,259	\$ 2,658,546	\$ 2,446,713	48%	\$ 2,202,794	\$ 2,382,674	\$ 2,409,833	\$ 2,658,546
Expenditures & Transfers								
Administration	\$ 683,339	\$ 224,549	\$ 458,791	67%	\$ 154,065	\$ 177,409	\$ 163,566	\$ 224,549
Harbor	1,355,331	272,728	1,082,603	80%	305,319	319,984	328,591	272,728
Pioneer Dock	81,451	21,548	59,903	74%	13,880	16,840	24,867	21,548
Fish Dock	644,058	119,921	524,137	81%	172,793	182,869	178,322	119,921
Deep Water Dock	85,324	22,311	63,013	74%	33,518	21,599	18,807	22,311
Outfall Line	6,500	-	6,500	100%	-	-	-	-
Fish Grinder	27,833	12,649	15,184	55%	8,495	15,333	9,940	12,649
Harbor Maintenance	445,576	80,290	365,285	82%	102,974	119,191	110,237	80,290
Main Dock Maintenance	40,768	8,277	32,491	80%	8,645	9,263	7,527	8,277
Deep Water Dock Maintenance	51,268	8,289	42,980	84%	14,444	10,225	8,376	8,289
Load and Launch Ramp	92,282	24,012	68,270	74%	23,067	24,002	19,933	24,012
Total Operating Expenditures	\$ 3,513,732	\$ 794,574	\$ 2,719,158	77%	\$ 837,200	\$ 896,716	\$ 870,167	\$ 794,574
Transfer to Other Funds								
Leave Cash Out	\$ 66,243	\$ 66,243	\$ -	0%	\$ -	\$ -	\$ -	\$ 66,243
GF Admin Fees	453,392	-	453,392	100%	-	-	-	-
Debt Service	69,285	69,285	-	0%	-	-	-	69,285
Other	301,517	301,517	-	0%	-	-	-	301,517
Total Transfer to Other Funds	\$ 890,437	\$ 437,045	\$ 453,392	51%	\$ -	\$ -	\$ -	\$ 437,045
Transfers to Reserves								
Harbor	\$ 666,889	\$ -	\$ 666,889	100%	\$ -	\$ -	\$ -	\$ -
Load and Launch Ramp	34,201	34,201	-	0%	-	-	-	34,201
Total Transfer to Reserves	\$ 701,090	\$ 34,201	\$ 666,889	95%	\$ -	\$ -	\$ -	\$ 34,201
Total Expenditures & Transfers	\$ 5,105,259	\$ 1,265,820	\$ 3,839,439	75%	\$ 837,200	\$ 896,716	\$ 870,167	\$ 1,265,820
Net Revenues Over(Under) Expenditures	\$ -	\$ 1,392,726						



City of Homer

www.cityofhomer-ak.gov

Finance Department

491 East Pioneer Avenue
Homer, Alaska 99603

finance@cityofhomer-ak.gov

(p) 907-235-8121

(f) 907-235-3140

Memorandum

TO: Mayor Castner and Homer City Council

THROUGH: Rob Dumouchel, City Manager

FROM: Elizabeth Walton, Finance Director

DATE: January 2, 2022

SUBJECT: FY2022 1st Quarter Financials

This memo will provide additional information related to the FY2022 1st Quarter Financial Report.

Report Basics:

The purpose of these reports is to provide a budget versus actual comparison for City Council and at the same time illustrating the operating revenues and expenditures each fund has experienced within a given time period. Therefore, it is important to remember that these reports are not all inclusive and do not represent all financial activity of the City. The focus is to report on those revenues and expenditures that present themselves as operating and are included in our budget.

In prior years, operating transfers associated with admin fees have been recorded in the first month of the fiscal year. We are making a fundamental shift in this process to coincide with the timing of our new fiscal year. It is fiscally more responsible to perform these transfers at the end of the fiscal year to account for any unforeseen financial impacts on the funds being charged (Water, Sewer and Port funds). This change will also delay revenue to the General Fund until the end of the fiscal year.

Another update to this report is the inclusion of a historical fiscal analysis. The purpose of this section is to provide City Council and the public comparative data for the same date range. As time goes on, this data will allow for better trend analysis and benchmarking.

General Fund:

Revenue Breakdown:

- Property tax is collected and administered by the Kenai Peninsula Borough and remitted to the City. The majority of these payments are remitted in September, October and November. Taxpayers can either split tax installments in two (first half due on September 15 and second half due on November 15) or can pay taxes in full on October 15.

- Sales tax is collected and administered by the Kenai Peninsula Borough (KPB) and then remitted to the City. KPB remits sales tax revenue to the City on a monthly basis, but there is a two month “lag” in the revenue received. This means that the revenue that is received by the City in one month is not a reflection on sales tax actually earned in that particular month.
- Use of money represents the interest income earned (lost) on investments held. This particular quarter experienced a net loss in investment earnings.
- Intergovernmental revenues include: Prisoner Care Contract with the State of Alaska for \$440,066; Pioneer Avenue Maintenance Contract with the State of Alaska for \$34,000; Police Special Services Contract with the State of Alaska for \$36,000; and the Borough 911 Contract with the Kenai Peninsula Borough for \$52,800.
- Charges for services include revenues received from the certain services provided by the City (i.e. application fees, ambulance fees, camping fees).
- Other revenues received for this quarter is primarily from ACS for \$75,000 (reference ORD 21-42).
- Airport revenues represent those revenues collected through business at the Homer airport (leases, car rental, concessions, and parking fees).
- Operating transfers represent the admin fees charged to Water, Sewer and Port funds. The budget transfer from HART-Roads and HART-Trails to contribute to road and trail maintenance is also under this category. The \$10,000 transfer is representative of the amount the Utility Fund transfers to the General Fund to contribute to Public Works maintenance costs connected with Utility facilities and equipment.

Expenditure Highlights:

- Administration includes: City Manager, Personnel, IT, and Community Recreation.
- Clerks includes: Mayor/Council, City Clerk and City Elections.
- Non-Departmental includes contributions to Pratt Museum and Homer Foundation.
- Other transfers include: transfer to health insurance fund (balancing mechanism), transfer to water hydrants and transfers to revolving energy fund (city hall, airport, animal shelter, library, and public works).

Preliminary estimates show the General Fund experiencing a roughly \$1.8 million operating surplus after the first quarter for FY22.

Water and Sewer Fund:

Revenue Breakdown:

- Revenues received into the water fund include: metered sales, connection fees, investment income, penalties, and hydrant transfer from the General Fund.
- Revenues received into the sewer fund include: metered sales, inspection fees and dump station fees.

Expenditure Highlights:

- General Fund Admin Fees have not been posted for the Utility Fund, as we are waiting until the end of the fiscal year to align with new processes.

- Other transfers include: transfer to health insurance fund (balancing mechanism), transfers to revolving energy fund (water fund) and \$10,000 transfer to General Fund for Public Works maintenance.

Preliminary estimates show the Water and Sewer Fund experiencing a roughly \$500k operating surplus after the first quarter for FY22.

Port and Harbor Fund:

Revenue Breakdown:

- Administration revenues include: rents and leases, storage fees, investment income and any surplus revenues.
- Harbor revenues primarily represent stall revenues, but it also includes income received from energy charges, parking revenue and commercial ramp wharfage.
- Pioneer dock revenues include: Coast Guard leases, fuel wharfage, water sales and docking fees.
- Fish dock revenues include: ice sales, cold storage, crane rental, seafood wharfage and fish tax.
- Deep water dock revenues primarily represent docking and water sales at the deep water dock.

Expenditure Highlights:

- General Fund Admin Fees have not been posted for the Port Fund, as we are waiting until the end of the fiscal year to align with new processes.
- Debt Service transfer represents the Lot 42 loan with the General Fund. The Port has budgeted to pay this loan off by the end of FY23.
- Harbor transfers to reserves have not been posted for the Harbor, as we are waiting until the end of the fiscal year to align with new processes.
- Load and Launch Ramp transfers to reserves have been made, as these revenues are expected to exceed expenditures. These revenues in excess are accounted for separately from the larger harbor reserves.

Preliminary estimates show the Port and Harbor Fund experiencing just shy of a \$1.4 million operating surplus after the first quarter for FY22.



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: January 20, 2022
SUBJECT: City Manager's Report for January 24, 2022 Council Meeting

HERC Update

The survey is complete; 478 people responded! 68% view a redesigned HERC as an important facility, and would be willing to contribute on average, several hundred dollars a year per household through both user fees and increased taxes. The preferred funding sources are: Reallocate Existing Funds (29%), Sales Tax (24%), and Property Tax (14%). Businesses responded that they would be interested in helping to fund the HERC by renting facilities. The most popular facilities included: Multi-Activity Room, Commercial Kitchen, Convention Center and Fitness Center.

One of the most interesting results of this project was the ability to compare the results from the 2015 Parks, Art, Recreation, and Culture Needs Assessment and the 2022 survey. This comparison allows insight into how the community responses have changed. The support to build a new HERC has significantly increased (from 30% to 70%). While non-significant, opposition has decreased from 40% of respondents to less than 10%; and moderates have decreased from 30% to 10%. The demand for programs and facilities has increased. The concern about the lack of programming/facilities is significantly higher (70% vs 25%) and is cited as the primary item preventing more recreation from occurring.

Next Steps:

- Staff continues to respond to businesses who expressed interest in the project;
- Stantec has begun site and building concept design work; and
- Full survey results and drawings will be available in early March.

FY21 Audit

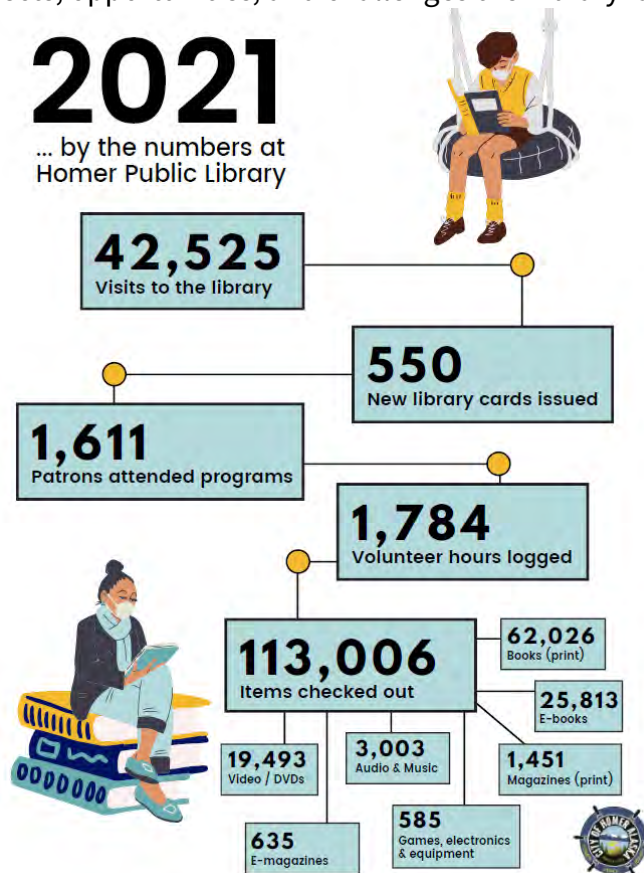
Auditors from BDO have been working with Finance Department staff remotely and in person. There is still a significant amount of work for our contracted auditors to complete, however, the time focused on Homer across the last two weeks is a big step towards closing the books for FY21. Additionally, when the audit is complete, it will allow us to finalize the last pieces of the fiscal year change which was initiated by Resolution 20-112 and integrated into Homer City Code via Ordinance 20-89. The fiscal year change created a significant amount of work for the Finance Department, and we're very excited to be nearing the end of that project.

Mid-Biennium Budget Adjustment Preparation

Budget adjustment forms have been distributed to staff and the Finance Department is meeting with all departments to discuss fiscal year to date spend. I am anticipating that we will be before Council in March with proposed mid-biennium adjustments.

Library Annual Report

Attached to this report is the Homer Public Library's 2021 Annual Report. The report gives a great overview to the various programs, projects, opportunities, and challenges the Library faced in 2021.



Personnel Updates

Volunteer Fire Department: Jaclyn Arndt has been promoted to Firefighter/EMT II. Jaclyn joined the department in 2016 as the Department Services Coordinator where she took on both administrative and emergency response roles. She will now be focused on emergency response and using her skills as a certified training instructor for EMT-1 and Firefighter-1 classes.

Police Department: Tom Kirko has joined the HPD team as a Police Officer Recruit. He will attend the Department of Public Safety Academy in Sitka beginning in February. Tom was previously a dispatcher for the Seattle Police Department for the last five years.

Port & Harbor: Rose Riordan joined the Homer Port & Harbor as the Administrative Assistant this month. She has worked previously for the City in the Parks division as a seasonal Parks Maintenance Technician, where she partnered with Aaron Yeaton to create the Parks Forest Inventory. She is the 2021 State of Alaska Women's Disc Golf Champion.

Enclosures:

1. Library Annual Report – 2021
2. Letter from Kachemak Heritage Land Trust

Homer Public Library

2021 Annual Report



Artist Megan Frost exhibited her work in the fireplace lounge for the last three months of the year.

- Jan. 1: Start of FY 2021, a six-month fiscal year. The building remains closed to the public but patrons can access curbside pickup, outdoor wi-fi and all digital resources. The balance in the Library Endowment Fund stands at \$31,880.28.
- Jan. 26: The Library Advisory Board (LAB) holds a joint worksession with the Friends of Homer Library (FHL) to discuss coordinating fundraising between the two groups.
- February-May: Library staff run a Kids' Book Club.
- Feb. 1: The library building opens by appointment. Library

Calendar year 2021 began with the library building closed to the public and staff on staggered shifts. It ended with most library services back to normal and a few additional services in operation. During the past twelve months the library added or expanded several new subcollections, acquired self-checkout machines and thoroughly modernized day-to-day operations, to cite just a few improvements.

Staff demonstrated extraordinary dedication to their jobs through all the ups and downs occasioned by the coronavirus. HPL also owes a great debt of gratitude to the Friends of the Library and all the volunteers who helped over the past year, always without pay. The Library Advisory Board deserves recognition for its tireless efforts to develop and refine new policies, working to improve HPL's services and ensure the long-term financial health of the institution.

This report summarizes the major events at the library during 2021, capturing the highlights of a busy year.

January

The library doors remained closed due to COVID-19, but the staff served 497 patrons through curbside checkout. Electronic resources saw more usage than before the pandemic.

staff begin inserting Radio-Frequency ID (RFID) tags into all 50,000 items in the library's physical collection, with help from a great many volunteers.

- Feb. 2: The LAB reviews the fines and fees schedule but recommends no changes.
- Feb. 2-23: Artist Skywalker Payne leads a series of storytelling workshops for Black History Month.
- Feb. 3: Author Nadia Salomon reads her book *Heart of a Whale* for World Read Aloud Day.
- Feb. 16: The Homer Seed Library sets up shop at the library's front entrance.
- Feb. 22: Resolution 21-018 supports FHL's application for planning assistance from the National Park Service through the Rivers, Trails and Conservation Assistance (RTCA) program.
- Feb. 25: The Library Director assumes oversight of the City IT division.
- Mar. 2: The LAB debates a draft version of a Donation Acceptance and Management Policy.
- Mar. 9: Staff and Friends install a new microphone/speaker system in the fireplace lounge.
- Mar. 16: The LAB holds a joint worksession with FHL to finalize the Donation Acceptance and Management Policy.
- Mar. 29: The library building opens without appointments, on limited hours.
- Apr. 1: The library begins

The LAB and the Friends of the Library focused on planning for the coming year, including a collaborative approach to fundraising. Developing a clear set of priorities and dividing responsibilities took up much of 2021.

February

February saw the launch of the Homer Seed Library. A community-operated project, the seed library encourages patrons to share their own seeds and "check out" seeds from others!

The library received a boost from dozens of volunteers who began inserting Radio Frequency ID (RFID) tags into all 50,000 items in the print collection. This project pulled in helpers from the Friends of the Library, the regular staff and interested members of the community, and went on for months. The RFID tags play a critical role in the self-checkout system and also speed up operations at the front desk.

The LAB and the Friends of the Library exchanged reciprocal liaisons and committed to working together to raise funds for HPL.

March

The LAB held two in-depth meetings with the Friends to develop a framework for a donation strategy and a Donation Acceptance and Management Policy. In a completely unrelated incident, a snowplow knocked over a light pole in the parking lot.



Claudia Haines at the library's grand opening, Sept. 16, 2006.

April

After ten years as an employee and even longer as a community supporter, Youth Services Librarian Claudia Haines left to pursue other professional goals. Callista Faucher also stepped down as a Library Technician I.

The library switched on its new security cameras for the first time.

offering classic video games for checkout.

- Apr. 2: Callista Faucher steps down as Library Technician I.
- Apr. 5: In partnership with the National Center for Women & Information Technology (NCWIT), the library presents the Award for Aspirations in Computing to Olivia Glasman, Delilah Harris and Hailee Wallace.
- Apr. 6: The LAB votes to approve the Donation Acceptance and Management Policy.
- Apr. 7: The annual Celebration of Lifelong Learning once again takes place over the radio, as KBBI hosts the Friends' recognition of Larry Dunn and Deb Lowney.
- Apr. 20: New security cameras go live.
- Apr. 26: Resolution 21-025 adopts the Donation Acceptance and Management Policy.
- Apr. 30: Claudia Haines leaves the library after serving as Youth Services Librarian for a decade.
- May 4: The LAB debates a new Donor Recognition Policy.
- May 11: Savanna Bradley joins the staff as a temporary Library Aide.
- May 15: The bookmobile visits the Safe and Healthy Kids Fair. The first StoryWalk® book of the season, *Bear Sees Colors* by Karma Wilson, goes up on the trail outside the library.
- May 25: The bookmobile gets a facelift.
- May 26: Susan Jeffres joins the

The LAB and the City Council approved a new Donation Acceptance and Management Policy, streamlining the process for handling financial donations to the library.

The Friends of the Library stayed busy. For the second year in a row, the Celebration of Lifelong Learning took place on KBBI. The Friends received a grant from the Rivers, Trails and Conservation Assistance (RTCA) program, which helps communities plan and implement improvements to outdoor infrastructure such as the walking trail to the west of the library.

May

Savanna Bradley joined the library staff as a Temporary Aide and Susan Jeffres came on board as a Library Technician I.

The Friends of the Library refurbished the bookmobile, adding solar panels and LED interior lights, and varnishing all the shelves. The Friends also collaborated with library staff and City parks personnel to devise a plan for reducing the labor cost of maintaining the landscaping. This plan marked the start of an ambitious effort to overhaul the library grounds, including removing invasive species, replanting some flowerbeds with grass, installing drainage, rebuilding damaged walls, clearing sightlines and simplifying maintenance.

A window on the south side of the building shattered during Memorial Day weekend. Security camera footage showed no snowplows at the scene.



RTCA personnel and City staff toured the western lot on June 21.

June

The library resumed its regular hours and the meeting room reopened. There was much rejoicing.

The Summer Reading Program began with a relatively full slate of activities, in spite of interference from COVID. Thanks go out to the Friends, and particularly Friends Coordinator Cheryl Illg, for putting in the huge number of hours needed to make the program a success. The virus forced many events to go

staff as a Library Technician I.

- May 28: FHL meets with City Parks staff to plan the design of the library grounds.
- June-July: The bookmobile tours the Homer area, visiting baseball and soccer practices 4 days a week. The library hosts the Artist in Their Residence program, featuring virtual tours with Argent Kvasnikoff, Kate Boyan, Arias Hoyle, Vera Brosgol, Lee Post and David Brame.
- Jun. 1: The library resumes all normal operating hours. The Summer Reading Program launches.
- Jun. 2, July 7: The Little Makers Summer Program takes place outside the library, in collaboration with Sprout.
- Jun. 12 and 19, July 6 and 13: Kids make windsocks in collaboration with Homer Council on the Arts.
- Jun. 15: Vera Brosgol's *Memory Jars* goes on display as the StoryWalk® book for the month.
- Jun. 16: Masks become optional in City buildings.
- Jun. 21: The meeting room opens for public gatherings.
- Jun. 21-23: Representatives of the RTCA program visit Homer to tour the western lot and gather data related to expanding the trail network near the library.
- Jul. 4: The bookmobile participates in the Independence Day parade, with a procession of FHL volunteers and kids handing out free books.

online, but we still managed a significant roster of authors and activities.

Representatives from the RTCA toured the western lot and began the conceptual design work of upgrading the trail.

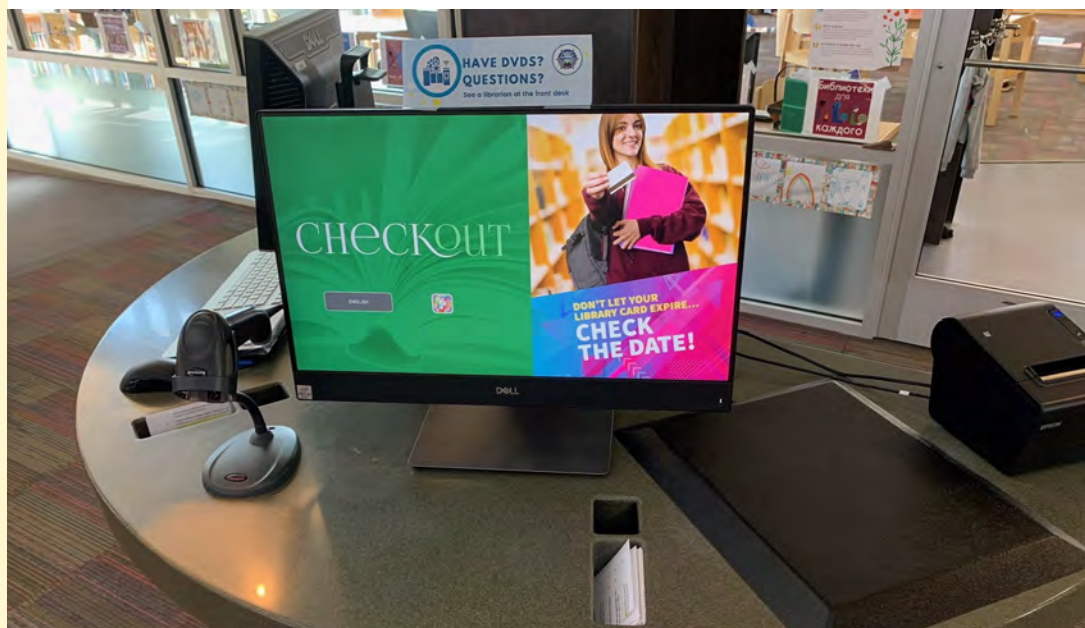


The library's new fiber-optic cable went live on July 22.

July

The July 4 parade featured the bookmobile cruising down Pioneer Avenue with sunglasses on and solar panels charged to the max, leaving books in the hands of young spectators. No synchronized dancing this year, but maybe next...

On July 20, the library marked a milestone as the RFID tagging project officially reached completion. In other collection-related news, the Pratt Museum collaborated with library staff to reproduce some of the historic maps in the museum collection and make the copies available in the library.



Self-checkout machines started up on August 3.

- Jul. 8: Author Vera Brosgol leads a workshop on comics and publishing.
- Jul. 12-16: Author Lee Post leads a series of workshops on comic-making for kids.
- Jul. 15: Minh Le's *Drawn Together* takes over as the StoryWalk® book for the month.
- Jul. 20: Staff and volunteers finish inserting Radio-Frequency ID (RFID) tags in all of the library's physical materials.
- Jul. 22: The library's internet connection speeds up, thanks to a new 400 Mbit/sec fiber optic cable. In partnership with the Pratt Museum, the library reproduces a selection of historic maps of Homer and makes the copies available to the public.
- Jul. 27: The LAB reviews a draft Donor Recognition Policy and votes to support placing a memorial bench for Duffy Murnane on the library grounds.
- Aug. 3: Self-checkout machines go live.
- Aug. 4: FHL volunteers finish the gardening improvements for the season.
- Aug. 7: End of the Summer Reading Program.
- Aug. 9: Molly of Denali visits the library to meet young fans. Ord. 21-45 accepts a \$7,000 grant from the Alaska State Library for purchasing materials.
- Aug. 12: City policy once again requires masks in public buildings.



Molly of Denali visited the library on August 9.

August

The self-checkout machines went live on August 3. Molly of Denali, from the eponymous PBS series, visited the library and met with fans outside in the plaza. The Friends voted to resume the Art in the Library program, which provides display space for local artists in the fireplace lounge for three months at a time.

In the middle of the month, South Peninsula Hospital took over part of the library parking lot for a free COVID testing clinic. Medical staff administered roughly 1,000 tests over the course of a week.

- Aug. 15: *Salmon Boy* by Johnny Marks closes out the StoryWalk® season.
- Aug. 15-20: A free COVID clinic outside the library administers roughly 1,000 tests.
- Aug. 25: Brighter LED bulbs replace the fluorescent lights in the library parking lot.
- Sept. 7: The LAB forwards the draft Donor Recognition Policy to FHL for comment.
- Sept. 9: Author Elena Passarello discusses her process in collaboration with 49 Writers.
- Sept. 18: Tech Help resumes, offering free computer advice to the public every other Saturday.
- Sept. 21-22: Representatives of the RTCA program visit Homer and conduct visioning sessions at the library.
- Sept. 24-25: The Friends of the Library Book and Plant Sale, the first full-size sale since the beginning of the pandemic.
- Oct. 1: Savanna Bradley leaves the library after working as a temporary Library Aide throughout the summer. The library begins offering vinyl LPs for checkout, with a record player in one of the study rooms.
- Oct. 1-Dec. 31: Artist Megan Frost displays her work in the fireplace lounge as part of the Art in the Library program.
- Oct. 7: The LAB votes to approve the Donor Recognition Policy. Jimmy Riordan visits the library with his traveling Art Workshop.
- Oct. 8: Author Jesse Wegman



The Friends of the Library Book and Plant Sale delighted customers Sept. 24-25.

September

Representatives of the RTCA returned to Homer for two days of meetings with local community groups, including the Kachemak Heritage Land Trust, Bunnell Arts Center, the Pratt Museum and others. Local citizens contributed their input on how to improve the trail to the west of the library.

The Friends of the Library Book and Plant Sale turned out to be the event of the season. The first full-scale event since the beginning of the pandemic, it harnessed a lot of pent-up demand. All the plants sold out by noon on the first day.

October

Savanna Bradley left the library at the end of her six-month contract. Staff launched a new collection of vinyl LPs in the music section and installed a record player in study room 5. (Just to prove that Homer keeps up with the times, the record player comes with wireless headphones that can pick up the signal anywhere in the building.)

The LAB officially approved the Donor Recognition Policy and Council adopted it. The new policy lays out a process for acknowledging the many Homer patrons who contribute to the success of the library.

Traveling artist Jimmy Riordan visited the Bunnell Arts Center, with a side trip to the library to show off his Art Workshop, housed in a renovated bookmobile from Pittsburgh. The Homer bookmobile put in an appearance to welcome the visitors and compare amenities.

discusses his book, *Let the People Pick the President*.

- Oct. 13: Library staff lead a workshop for children on light and shadow as part of the Leap into Science program.
- Oct. 14: Author Nadia Saloman reads and discusses her book, *Goodnight Ganesha*.
- Oct. 25: City Council passes Reso. 21-074, adopting the library's Donor Recognition Policy.
- Nov. 1: Cinda Nofziger joins the staff as Youth Services Librarian.
- Nov. 1-Dec. 23: The library displays *Illustrating Alaska: Artists Making Children's Books*, an exhibit created by ExhibitAK and the Alaska State Museum.
- Nov. 12: Author Doug Dodd discusses his book, *Hero Unaware*.
- Nov. 17: Author Seth Kantner discusses his book, *A Thousand Trails Home*.
- Dec. 1-31: The annual Giving Tree stands in the front lobby.
- Dec. 8: Hour of Code for kids up to first grade.
- Dec. 10: Storytime for Grownups wraps up after one year and 78 stories by 54 different authors. Recordings remain available on the library's website.
- Dec. 10-11: Authors Tom Kizzia and Richard Chiappone hold a conversation on their books, *Cold Mountain Path* and *The Hunger of Crows*, respectively.
- Dec. 13: Ord. 21-67 accepts two grants from the Institute of



The meeting of the bookmobiles, Oct. 7.

November

Cinda Nofziger joined the library staff as the new Youth Services Librarian.

Local author Doug Dodd kicked off the first in-person reading of the year with his new book, *Hero Unaware*. Several other authors participated in events during November and December. The library also hosted the *Illustrating Alaska* exhibit, showing off the work of four Alaskan illustrators and describing their processes.

The Friends distributed book boxes to local schools, part of a long-standing effort to make sure even our most-distant patrons have access to reading materials.



Illustrating Alaska displayed the works of Alaskan artists Nov. 1-Dec. 23.

Museum and Library Services, funding upgrades to the wi-fi system, hotspots for checkout, little libraries in city parks and purchases of materials. Lunch with a Councilmember resumes.

- Dec. 16: Radio Storytime resumes.
- Dec. 20: In partnership with Community Recreation, the library begins offering sports equipment for checkout.
- Dec. 20-22: Heraldry workshop for kids.
- Dec. 21: A 5.7 quake rocks Homer. No major damage in the library.
- Dec. 23: The library holds its first in-person storytime since before the pandemic.
- Dec. 27: Maintenance staff discover leaks in the roof.
- Dec. 30: A new artist, Briana Hume, puts up work for display in the library fireplace lounge.
- Dec. 31: The unofficial balance in the Library Endowment Fund stands at \$38,708.73.



Many wonderful patrons contributed to the Giving Tree during December.

December

The annual Giving Tree occupied pride of place in the library lobby throughout December. In partnership with the Homer Bookstore, the Giving Tree encourages patrons to donate specific titles to the library by choosing gift tags off the tree. Over the course of the month patrons donated 52 books and \$700 worth of gift certificates to the library collection. In partnership with Community Recreation, the library began offering sports equipment for checkout from the front desk.

City Council accepted two grants from the Institute of Museum and Library Services, totaling \$25,091. These grants will fund several improvements to library services: upgrading the wi-fi network, purchasing ten hotspots for checkout and five little libraries to be installed in City parks, and providing \$2,500 for new print materials in the library's regular collection.

On December 27, maintenance staff discovered a series of leaks in the roof over the study rooms and in the back workroom. While the collection escaped harm, the wallboard above the study rooms sustained damage.

Thank you!

Our deepest thanks to all those who supported the library during 2021. Many members of the public contributed their time, energy and money to guarantee the success of the institution. We here recognize those who donated to the library's long-term sustainability:

Library Endowment Fund

Anonymous
Dave Berry
Christ David
Brie Drummond and Jeff Williams
Shirley Forquer
Steve Gibson
Marilyn Kirkham
Janet Klein
Ann Oberlitner
Rosie Tupper
Ruth Jean Woodring

Friends of Homer Public Library Endowment Fund

Connie and Kerry Ozer
Mary Sanders
Terri Spigelmyer

Friends of Homer Public Library Stewardship Fund

Marilyn Sigman

2021

... by the numbers at
Homer Public Library



42,525
Visits to the library

550
New library cards issued

1,611
Patrons attended programs

1,784
Volunteer hours logged

113,006
Items checked out

62,026
Books (print)

25,813
E-books

1,451
Magazines (print)

3,003
Audio & Music

585
Games, electronics
& equipment

19,493
Video / DVDs

635
E-magazines 76





RECEIVED
JAN 18 2022



January 14, 2022

City of Homer
Homer Foundation City Grant Program
491 East Pioneer
Homer, AK 99603

Dear Mayor Castner, City of Homer Council members and Homer Foundation Board of Directors,

I am writing on behalf of Kachemak Heritage Land Trust to thank you for the 2021 grant award from the City of Homer through the Homer Foundation. This grant was used as a 1:1 match for a grant from the US Fish and Wildlife Services' Coastal Program and funded staff time and materials dedicated to stewarding land under our care and to assessing the potential for new conservation efforts within City limits.

In addition, funds from this program show our other supporters and grant funders the support of our local city. Again, we appreciate the City's dedication to this program and look forward to continuing to build and maintain a strong connection to the City's goals, including work under consideration in the Beluga wetlands area and on the Poopdeck Trail.

Sincerely,

A handwritten signature in blue ink, appearing to read "Marie McCarty".

Marie McCarty
Executive Director

January 27, 2022

Public Comment CUP 22-01 for February 2, 2022
Planning and Zoning Commission
City of Homer, Alaska

Dear Council Members,

As 18 year residents of Homer, registered voters and property owners, we stand opposed to the granting of conditional use permit 22-01 for 323 Mountain View on the grounds that it will add to the growing problem of increased density in this area and from which we are located only four houses away.

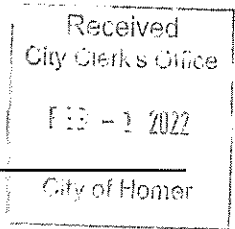
Additionally and in a related matter, we would like to request clarification within the city code as to current acceptable and legal density standards. Currently, there appears to be a large uptick in multiple persons inhabiting several single residences on Mountain View, which would seem to make such residences no more than apartment buildings if in fact, what we suspect is true.

We would also request that the council address the growing use of residential properties as Air BnB's, a practice which also increases density and is very disruptive to the integrity of our neighborhood.

Respectfully,

William D. and Marianne Schlegelmilch
4470 Kachemak Way
Homer, Alaska 99603

copy: Homer City Council



William S. Walters

P.O. Box 2224 Homer, Alaska 99603-2224

NOTICE of OBJECTION to CUP 22-01

(Lot 2, Block 5, Anderson 1976 Subdivision)

There is no need for a conditional use permit on this lot. The urban Residential district authorizes a single primary structure. The requirements of the UR district need not and should not be violated By Mr Gill.

The applicant can easily comply with code by joining the two proposed structures together with a resultant single residential building that can accommodate his proposed uses. Unfortunately, Mr Gill has gone to considerable expense in preparing plans for his non conforming use. There is no reason he cannot modify his plans to comply with the UR district by merging the two buildings.

This density will impact the neighborhood and will set a bad precedent for other property owners wishing to circumvent the zoning district standards in our neighborhood.

Please deny the CUP and encourage Mr Gill to comply with current zoning by either converting the project into a single unit or abandon the project at his discretion.


William Walters

1 February, 2021

xc: City Council



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

Memorandum

TO: Homer Planning Commission
THROUGH: Rick Abboud, City Planner
FROM: Travis Brown, Planning Technician
DATE: 2/2/2022
SUBJECT: As-built Requirement Update

Rick asked me to update the Commission on administration of the as-built requirement which was adopted in February 2020. As you may recall, all zoning permits issued since then have a requirement to submit a surveyor-drawn as-built upon project completion. Since zoning permits typically expire 18 months following the issue date, this is the timeframe we use to determine compliance.

2020 permits

There were 62 zoning permits issued in 2020. In July 2021, when the first of those permits were nearing expiration, a letter was sent to applicants reminding them to submit the required as-builts. We have received 16 as-builts, in total, since then. As of now, 21 of the permits have expired, for which we've received 9 as-builts. This leaves 12 outstanding projects which are either out of compliance or were not completed. In the coming weeks, I will follow up with those applicants to close out the permits/pursue compliance. As for the remaining 50 permits yet to expire, I will be sending a 2nd reminder letter in the coming weeks.

2021 permits

There were 61 zoning permits issued in 2021. I will be sending the first reminder letter in the coming weeks. Going forward, I intend to send an additional notice to those permits nearing expiration, on a quarterly basis. This will hopefully increase the response we're getting so that permits are not reaching expiration as they did with some of the 2020 permits. We hope to incorporate an automated notice system when we roll out the new permitting software this year.