

Session 21-05, a Regular Meeting of the Planning Commission was called to order by Chair Scott Smith at 6:31 p.m. on February 3, 2021 at Cowles Council Chambers in City Hall located at 491 E. Pioneer Avenue, Homer, Alaska, via Zoom Webinar.

PRESENT: COMMISSIONERS HIGHLAND, PETSKA-RUBALCAVA, BARNWELL, VENUTI AND BENTZ, CONLEY AND SMITH

STAFF: CITY PLANNER ABBOUD
DEPUTY CITY CLERK KRAUSE

APPROVAL OF THE AGENDA

Chair Smith requested a motion to approve the agenda.

HIGHLAND/BENTZ– SO MOVED.

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 January 20, 2021

Chair Smith requested a motion to approve the Consent Agenda.

HIGHLAND/BENTZ – SO MOVED.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PRESENTATIONS/VISITORS

REPORTS

A. Staff Report 21-07, City Planner's Report

Chair Smith introduced the item and invited City Planner Abboud to provide his report to the Commission.

City Planner Abboud reviewed Staff Report 21-07 for the Commission commenting on the following:

- Agreement to pay water and sewer assessments on a parcel that will have public access easements granted to Lampert Lake for the critical habitat for moose
- Annual Planning Conference & Training Session available virtually February 21-25, 2021 if any Commissioners are interested to please contact Travis Brown in the Planning Department
- There are no actions items for the next meeting and recommended cancelling the meeting.
- Wayfinding and Streetscape Plan RFP is being reviewed and he will have it for the Commission to review at a future meeting
- Recommended adding another spot under reports for future meetings to allow Commissioner Barnwell provide updates on the progress of the Public Works Campus Task Force meetings. Deputy City Planner Engebretsen and Commissioner Barnwell were appointed to that Task Force.

A brief discussion ensued between staff and commissioners on the Planning Conference Training available to the Commissioners and the value the opportunity presents to the Commissioners. There was a further update on the Safeway parking and the issues and the ability to construct a parking lot in the Central Business District.

PUBLIC HEARINGS

PLAT CONSIDERATION

A. Staff Report 21-08, Canyon Trails Amended Forquer 2021 Replat Preliminary Plat

Chair Smith introduced the item by reading of the title.

City Planner Abboud provided a summary of Staff Report 21-08 for the Commission.

There was no applicant present.

Chair Smith opened the Public Comment period and there being no one in the audience he closed the public Comment period and opened the floor to questions from the Commission.

City Planner Abboud provided clarification on the recommendation to enter into an installation agreement with the city is usually used to ensure that the project is completed, this is a bit unusual in that they are required to abandon a water service since there are two currently on one lot. In response to a question on a requirement to abandon a secondary sewer stub out he stated that Public Works did not request that removal.

HIGHLAND/BENTZ - MOVE TO ADOPT STAFF REPORT 21-08 AND RECOMMEND APPROVAL OF PRELIMINARY PLAT TO VACATE A COMMON LOT LINE WITH THE FOLLOWING COMMENTS:
1. INCLUDE A PLAT NOTE STATING, "PROPERTY OWNER SHOULD CONTACT ARMY CORPS OF ENGINEERS PRIOR TO ANY ONSITE DEVELOPMENT OR CONSTRUCTION ACTIVITY TO OBTAIN THE MOST CURRENT WETLAND DESIGNATION (IF ANY). PROPERTY OWNERS ARE RESPONSIBLE FOR OBTAINING ALL REQUIRED LOCAL, STATE AND FEDERAL PERMITS."
2. ABANDON ONE WATER SERVICE AT THE WATER MAIN PRIOR TO FINAL PLATTING OR ENTER INTO AN INSTALLATION AGREEMENT WITH THE CITY.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

A. Staff Report 21-09, Vineyard Estates 2014 Addn. Lot 1-A1 2021 Replat Preliminary Plat

Chair Smith introduced the item by reading of the title into the record.

City Planner Abboud provided a summary of Staff Report 21-09 for the Commission.

There was no applicant present.

Chair Smith opened the public comment period seeing no public present he closed the public comment period and open the floor to questions from the commission.

City Planner Abboud provided clarification on the following:

- Existing construction on site is a shop and it is not considered a dwelling since it does not contain cooking facilities

HIGHLAND/VENUTI - MOVE TO ADOPT STAFF REPORT 21-09 AND RECOMMEND APPROVAL OF THE PRELIMINARY PLAT TO SUBDIVIDE ONE LOT INTO TWO WITH COMMENTS 1 and 2:
1. INCLUDE A PLAT NOTE STATING, "PROPERTY OWNER SHOULD CONTACT ARMY CORPS OF ENGINEERS PRIOR TO ANY ONSITE DEVELOPMENT OR CONSTRUCTION ACTIVITY TO OBTAIN THE MOST CURRENT WETLAND DESIGNATION (IF ANY). PROPERTY OWNERS ARE RESPONSIBLE FOR OBTAINING ALL REQUIRED LOCAL, STATE AND FEDERAL PERMITS."

2. MUST PROVIDE WATER AND SEWER SERVICES TO LOT PRIOR TO RECORDING OR ENTER INTO AN INSTALLATION AGREEMENT WITH THE CITY

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

B. Staff Report 21-10, Puffin Acres SVH 2021 Replat Preliminary Plat

Chair Smith introduced the item by reading of the title into the record.

City Planner Abboud provided a summary of Staff Report 21-10 for the Commission.

There was no applicant present.

Chair Smith opened the public comment period seeing no public present he closed the comment period and open the floor to questions from the Commission.

City Planner Abboud provided clarification on the following:

- Water and Sewer connections are present

HIGHLAND/BENTZ MOVE TO ADOPT STAFF REPORT 21-10 AND RECOMMEND APPROVAL OF THE PRELIMINARY PLAT TO SHIFT LOT LINES WITH COMMENTS 1, 2 & 3:

1. INCLUDE A PLAT NOTE STATING, "PROPERTY OWNER SHOULD CONTACT ARMY CORPS OF ENGINEERS PRIOR TO ANY ONSITE DEVELOPMENT OR CONSTRUCTION ACTIVITY TO OBTAIN THE MOST CURRENT WETLAND DESIGNATION (IF ANY). PROPERTY OWNERS ARE RESPONSIBLE FOR OBTAINING ALL REQUIRED LOCAL, STATE AND FEDERAL PERMITS."
2. INCLUDE A 15 FOOT UTILITY EASEMENT ADJACENT TO EAST END ROAD
3. BUILDING SETBACKS ARE DETERMINED BY HOMER CITY CODE, PLAT NOTE #2 MAY NOT BE NECESSARY.

There was no discussion.

VOTE. NON-OBJECTION. UNANIMOUS CONSENT.

Motion carried.

PENDING BUSINESS

A. Memorandum PL 21-01, Draft Community Design Manual (CDM)

Chair Smith introduced the item by reading of the title.

City Planner Abboud provided a summary of Staff Report 21-01 for the commission and responded to questions regarding comments previously expressed by the Commission on

aesthetics and details included from manuals from other communities were included within the architecture section with qualitative opinions of how our buildings should be designed.

Commissioner Bentz clarified that this provides the site design is split into two sections and this version incorporates the suggestions from commission previous discussion and that they will see the whole thing back together at some point in the future.

NEW BUSINESS

INFORMATION MATERIALS

A. City Manager's Report for January 25, 2021 City Council Meeting

Commissioner Highland commented that she appreciated having the City Manager's report in the packet and the inclusion of the financial information.

COMMENTS OF THE AUDIENCE

COMMENTS OF THE STAFF

Deputy City Clerk Krause commented that she appreciated the efficient meetings.

City Planner Abboud commented on getting with Chair Smith to discuss the upcoming meeting and encouraged the Commissioners to consider attending the training available.

COMMENTS OF THE COMMISSION

Commissioner Highland inquired if they could discuss at this time the meeting date for the continuance since they were all present.

A brief discussion ensued between Staff and the Commission on the availability between Commissioners and there was no definite date determined.

Commissioner Petska-Rubalcava expressed that she would prefer not to have a meeting if not required on February 17th

Chair Smith responded that it may be nice not to have the meeting since they are having so many additional meetings and if there was no objection from the other commissioners he was agreeable to canceling the next meeting.

Commissioner Petska-Rubalcava continued her comments by offering encouragement to Commissioner Barnwell and expressing the value of attending the Planning Conference herself

with Commissioner Bentz and how informative that it was in providing a whole picture of the processes, city code and being more productive as a commissioner.

Commissioner Barnwell expressed that they convinced him and believed he would attend stating that Commissioner Bentz and Petska-Rubalcava were good examples.

Commissioner Bentz commented that the Kachemak Bay Science Conference is coming up March 15-18 and she will be doing pre-conference training the week before so will most likely miss the March 3rd meeting. She encouraged the Commissioners to attend the conference.

Commissioner Venuti commented on the value of the training the conferences provide and he enjoyed his experience attending many of those conferences in the past.

Commissioner Barnwell commented that he is looking forward to attending the Public Works Task Force meeting coming up and he believes he will attend the conference as it sounds like really great training opportunity.

Chair Smith commented that he believes he will attend the conference as well and he appreciates the Public Announcements from Commissioner Bentz noting that there are many events in the community that are not happening. He expressed his appreciation and admiration for his fellow Commissioners and their participation and hard work on this Commission.

ADJOURN

There being no further business to come before the Commission, the meeting adjourned at 7:22 p.m. The next Regular Meeting is scheduled for Wednesday, March 3, 2021 at 6:30 p.m. A Worksession is scheduled at 5:30 p.m. All meetings are scheduled to be held virtually by Zoom Webinar from the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska



RENEE KRAUSE, MMC, DEPUTY CITY CLERK

Approved: March 3, 2021