

WORK SESSION AGENDA

1. Call to Order 5:30 p.m.
2. Discussion of Items on the Regular Meeting Agenda
3. Public Comments
The public may speak to the Planning Commission regarding matters on the work session agenda that are not scheduled for public hearing or plat consideration. (3 minute time limit).
4. Commission Comments
5. Adjournment

REGULAR MEETING AGENDA

1. Call to Order

2. Approval of Agenda

3. Public Comment

The public may speak to the Planning Commission regarding matters on the agenda that are not scheduled for public hearing or plat consideration. (3 minute time limit).

4. Reconsideration

5. Adoption of 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 and considered in normal sequence.

A. Approval of Minutes of February 19, 2014 meeting **pg. 5**

B. Decisions and Findings for CUP 2014-03 Proposal of 4 rental cabins at 4725 Kachemak Drive. More than one building containing a permitted principal use on a lot HCC 21.12.030(n) **pg. 11**

6. Presentations

7. Reports

A. Staff Report PL 14-17, City Planner's Report **pg. 17**

8. Public Hearings

Testimony limited to 3 minutes per speaker. The Commission conducts Public Hearings by hearing a staff report, presentation by the applicant, hearing public testimony and then acting on the Public Hearing items. The Commission may question the public. Once the public hearing is closed the Commission cannot hear additional comments on the topic. The applicant is not held to the 3 minute time limit.

A. Staff Report PL 14-21, A Public Hearing for an unlisted use per HCC 21.04.020, for a fire station within the Rural Residential District **pg. 23**

B. Staff Report PL 14-22, Conditional Use Permit 2014-04 for a Fire station at 188 Skyline Drive **pg. 27**

9. Plat Consideration

10. Pending Business

A. Staff Report 14-24, Ordinance 14-09(A), An Ordinance of the City Council of Homer, Alaska, Amending Homer City Code 21.12.020, "Permitted Uses and Structures", to Expand the Permitted Uses in the Rural Residential District to Include the Addition of a Detached Dwelling Unit as an Accessory to a Single Family Dwelling on a Lot Serviced by City Water and Sewer Services. City Manager/Planning. Introduction February 10, 2014, Public Hearing and Second Reading February 24, 2014 **pg. 55**

B. Staff Report PL 14-23, Heliports March 2014 **pg. 57**

C. Staff Report 14-25, Itinerant Merchants (IM) and Mobile Food Service Vendors (MFS) **pg. 61**

11. New Business

12. Informational Materials

- A. KPB Plat Committee Notice of Postponement Re: Barnett's South Slope Subdivision Quiet Creek Park Preliminary Plat **pg. 67**
- B. KPB Planning Commission Notice of Subdivision/Replat Re: Barnett's South Slope Sub Quiet Creek Park **pg. 81**
- C. Email from KPB Platting Staff to Homer Planning Staff with revised Quiet Creek Preliminary Plat **pg. 85**
- D. City Manager's Report from the February 24, 2014 City Council Meeting **pg. 89**

13. Comments of the Audience

Members of the audience may address the Commission on any subject. (3 minute time limit)

14. Comments of Staff

15. Comments of the Commission

16. Adjournment

Meetings will adjourn promptly at 9:30 p.m. An extension is allowed by a vote of the Commission. Next regular meeting is scheduled for March 19, 2014. A work session will be held at 5:30 pm.

Session 14-04, a Regular Meeting of the Homer Advisory Planning Commission was called to order by Chair Venuti at 6:30 p.m. on February 19, 2014 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.

PRESENT: COMMISSIONERS BOS, HIGHLAND, SLONE, STEAD, VENUTI

ABSENT: SONNEBORN, STROOZAS

STAFF: DEPUTY CITY PLANNER ENGBRETSSEN
PLANNING TECHNICIAN HARNESS-FOSTER
DEPUTY CITY CLERK JACOBSEN

Approval of Agenda

Chair Venuti called for a motion to approve the agenda.

HIGHLAND/SLONE SO MOVED.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

Public Comment

The public may speak to the Planning Commission regarding matters on the agenda that are not scheduled for public hearing or plat consideration. (3 minute time limit).

Rachel Lord, city resident, commented regarding the consent agenda item B, denial of CUP for the Noveiw Daycare facility. She looks at the agendas and saw the materials in the packet and written comment that was submitted and was surprised when she heard the CUP had been denied. She understands there were a lot of neighbors who expressed concern about property values being diminished, traffic, and noise. Her concern is that there were comments provided from neighbors who are within a mile of the proposed location that didn't have any problem with the noise, parking, or with the facility being there, and that they enjoyed its presence. She thinks it's important that the Commission consider concerns but that they also weigh more fact based testimony versus emotional fear based feedback. She referred to the Borough riparian setback hearings as an example of emotional testimony based on fear and misunderstanding. As a decision making body she implored that they weigh those things when they have supporting evidence, especially in an area where zoning would allow Ms. Webster to live in the house and have a daycare without having to get a permit. Ms. Lord said she doesn't know the applicant and isn't clear on the process, but wanted to share her thoughts. She thanked the group for their work.

Megan Murphy, city resident, commented regarding the CUP for the daycare on Noveiw. She said when you don't have child care you trust or an option for child care it makes an employable person question if they can have a job. She was also surprised to see the decision. She hopes to be on the

waiting list for Small Pond because of her child care program. It is about developing the high frontal lobe brain function in a young person. She feels like Susannah is a prime model example of who we want taking care of our children in the community. We lack sufficient child care options in the community.

Reconsideration

Adoption of 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 and considered in normal sequence.

- A. Approval of Minutes of January 15, 2104 meeting
- B. Decision and Findings for CUP 2014-02, a request for a daycare facility at 560 Noview Avenue

Chair Venuti called for a motion to adopt the consent agenda.

BOS/SLONE SO MOVED.

There was no discussion.

VOTE: NON OBJECTION: UNANIMOUS CONSENT

Motion carried.

Presentations

Reports

- A. Staff Report PL 14-09, City Planner's Report

Deputy City Planner Engebretsen reviewed the staff report.

There was brief discussion regarding the Council's failing the resolution on the bylaw amendment relating to absences. Deputy City Planner Engebretsen said it will be coming back to council at a future time with an ordinance amendment.

Public Hearings

Testimony limited to 3 minutes per speaker. The Commission conducts Public Hearings by hearing a staff report, presentation by the applicant, hearing public testimony and then acting on the Public Hearing items. The Commission may question the public. Once the public hearing is closed the Commission cannot hear additional comments on the topic. The applicant is not held to the 3 minute time limit.

- A. Staff Report 14-16, CUP 14-03 at 4725 Kachemak Drive for Proposal of 4 rental cabins for more than one building containing a permitted principal use on a lot. HCC 21.12.030(n)

Planning Technician Harness-Foster reviewed the staff report. Staff noted there are two laydown items expressing opposition.

Eric Lee, applicant, said he was available to answer questions from the Commission.

Chair Venuti opened the public hearing. There were no public comments and the hearing was closed.

In response to questions Mr. Lee said he spoke after talking with ACOE the buildings will be on steel pilings. The only fill he is using is for the driveway. Relating to the wetlands he commented that the ground isn't that wet, but because of the vegetation style it is considered wetlands. The property owners who submitted letters in opposition live across the street. Lastly Mr. Lee clarified that the boardwalk will not be dug into the ground, but will be lying on the ground.

Question was raised to staff regarding the submittal of site drawings for applications and if it is acceptable to ACOE. Staff noted the site drawing is adequate for the city and that ACOE is more interested in what is happening with fill.

SLONE/BOS MOVED TO ADOPT STAFF REPORT PL 14-16 CUP14-03 WITH STAFF RECOMMENDATIONS AND FINDINGS.

Commissioner Slone referenced the concerns raised in the written comments about the environment, but the buildings will be on pilings, alleviating that concern. The applicant hasn't expressed any intent to do any clear cutting of the trees as there appears to be an adequate building and parking area. The non-permanent boardwalk will also have minimal effect on the environment. This will be an opportunity for infilling of the area relating to water and sewer and will provide affordable housing opportunities. He sees a lot of positive aspects to the proposal.

Commissioner Highland noted for the record her continued concern for development in wetlands as any development will disrupt natural drainage.

VOTE: YES: BOS, STEAD, HIGHLAND, VENUTI, SLONE

Motion carried.

Plat Consideration

None

Pending Business

None

New Business

A. Staff Report PL 14-20, Heliports

Planning Technician Harness-Foster reviewed the staff report.

Chair Venuti addressed information he reviewed online relating to FAA recommendations for heliports.

The group talked about the definitions and differences between heliport, helistop, and helipad as outlined in the staff report. No specific recommendation was made regarding incorporating one or all of the definitions but it was suggested that there be 2 categories:

- Heliport, such as at the airport for takeoff and landing, servicing, fueling, and storage.
- Helicopter landing site, which would be a place for landing and takeoff.

It was also suggested that the threshold before it becomes a land use issue could be 4 flights, 2 departures and 2 landings in a time frame from 8:00 a.m. to 8:00 p.m. because of the noise.

Some opinions were that the only place for a helicopter landing site, other than the hospital, should be on the spit. An opposing view was that it could negatively impact the recreational uses on the spit, several operators who want to have landing sites on the spit would raise issues, and that helicopters should only be allowed to take off and land at the airport.

For discussion purposes the Commission reviewed the use of a helipad, where a helicopter can take off and land, but not be serviced, in the city's zoning districts. They agreed it is not appropriate in any of the residential districts, with the exception of the hospital, which is located in residential office.

Some members were supportive of the idea of allowing a helipad in the central business, marine industrial, and east end mixed use districts by CUP only. It was suggested that they may want to consider allowing some servicing options in marine industrial since there is already other types of fuel related servicing taking place out there.

B. Training by Deputy City Clerk Jacobsen

Deputy City Clerk Jacobsen reviewed some meeting rules with the Commission, including why meeting rules are in place, main motions, parameters for discussion, and amending motions. She also touched on the disciplinary process that is outlined in HCC 1.18. for instances where a Commissioner feels a violation has occurred and doesn't feel comfortable addressing it with the person or with staff.

The group discussed other aspects of the meeting process and ways to work with the public to help them understand the processes that are in place for the commission.

C. Staff Report PL 14-19, Land Allocation Plan

The Planning Commission had made no recommendation to Council on the Land Allocation Plan.

D. Staff Report PL 14-18 Storm Water/ Green Infrastructure

Deputy City Planner Engebretsen reviewed her staff report. She would like Public Works Director Meyer to talk to the Commission about storm water and the Design Criteria Manual. She thinks addressing the manual in small and incremental, goal oriented ways, would be more successful.

Discussion points included:

- Planning for a bigger rain event.
- Pros and cons of upsizing culverts.
- Addressing residential impacts by limits for impervious surface that could vary by district, rather than by footprint size.
- Revising code criteria for subdividing.
- Consider whether to codify the storm water plan and make minor adjustment to storm water handling.
- It's important to educate the public and acknowledge that each of us plays a part in dealing with water.

Commissioner Stead brought up some changes he felt need to be addressed in code and volunteered to continue his review and bring back some suggestions where changes to minor areas in code could make a significant impact.

Deputy City Planner Engebretsen said she would schedule time with the Public Works Director. She recapped tonight's ideas like vegetating more quickly after development, designing for a bigger storm water event, as well as a few other things that would be positive incremental changes.

Informational Materials

- A. KPB Planning Commission Notice of Decisions:
 - Tietjen Subdivision 2013 Addition Preliminary Plat
 - Paradise Heights Subdivision 2013 Replat Preliminary Plat
- B. City Manager's Report from the February 10, 2014 City Council Meeting

Comments of the Audience

Members of the audience may address the Commission on any subject. (3 minute time limit)

Comments of Staff

Deputy City Planner Engebretsen and Planning Technician Harness-Foster said it was a good meeting.

Comments of the Commission

Commissioner Stead said to be careful what you ask for.

Commissioner Bos said it was a good meeting tonight.

Commissioner Slone had no comment.

Commissioner Highland said she is excited about their conversations and is anxious to get started.

HOMER ADVISORY PLANNING COMMISSION
REGULAR MEETING MINUTES
FEBRUARY 19, 2014

Chair Venuti commended staff on their work tonight.

Adjourn

There being no further business to come before the Commission, the meeting adjourned at 9:20 p.m. The next regular meeting is scheduled for March 5, 2014 at 6:30 p.m. in the City Hall Cowles Council Chambers.

MELISSA JACOBSEN, CMC, DEPUTY CITY CLERK

Approved: _____



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HOMER ADVISORY PLANNING COMMISSION

February 19, 2014

Approved

RE: Conditional Use Permit (CUP) 14-03
Address: 4725 Kachemak Drive
Legal: Lot 31 West of Kachemak Drive. KPB 17908037

DECISION

Introduction: Eric Lee (the “Applicant”) applied to the Homer Advisory Planning Commission (the “Commission”) for a conditional use permit under Homer City Code HCC 21.12.030(n) for “more than one building containing a permitted principal use on a lot” at 4725 Kachemak Drive. The property is in the Rural Residential District.

The application was scheduled for a public hearing as required by Homer City Code 21.94 before the Commission on February 19, 2014. Notice of the public hearing was published in the local newspaper and sent to 13 property owners of 14 parcels.

At the February 19, 2014 meeting of the Commission, the Commission voted to approve the request with five Commissioners present, and five Commissioners voted in favor of the conditional use permit.

Evidence Presented: The Applicant, Eric Lee provided testimony describing four single-story dwellings with raised walkways connected to one driveway and a shared common parking pad.

The lot is in the Rural Residential District and is served by water and sewer which allows one dwelling per 10,000 sf of lot area.

Dennis and Annette Koth, at 4758 Kachemak Drive submitted written concerns about the impact to the wetlands, traffic and noise.

The site has designated wetlands: “discharge slope” and “drainage way.” Two commissioners acknowledged the Koth’s concerns for wetlands. Commissioner Slone and Commissioner Highland indicated that the proposed development minimizes the impacts to wetlands by using steel pilings for the structures, raised boardwalks, and a common parking area and a shared driveway.

Findings of Fact: After careful review of the record and consideration of testimony presented at the hearing, the Commission determines that Condition Use Permit 14-03 allowing more than one building containing a principle use on Lot 31 West of

Kachemak Drive satisfies the review criteria under HCC 21.71.030 and is hereby approved.

The criteria for granting a Conditional Use Permit is set forth in HCC 21.71.030.

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

Finding 1: HCC 21.12.030(n) allows for more than one building containing a permitted principle use on a lot.

Finding 2: The lot is 41,382 sf which allows up to four dwelling units, HCC 21.12.040(a)(3).

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

Finding 3: The proposed residences meets density allowances and provides residential development that meets the intended purpose of the Rural Residential district.

c. The value of the adjoining property will not be negatively affected greater than that anticipated from other permitted or conditionally permitted uses in this district.

Finding 4: The value of adjoining property will not be negatively affected greater than multi-family, mobile homes or conditionally permitted uses such as kennels, group care homes and recreational facilities.

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

Finding 5: This proposal is compatible with existing uses of surrounding residential land.

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

Finding 6: Public services and facilities are adequate for the proposed use and structures. Kachemak Drive is a State of Alaska maintains Kachemak Drive. City water and sewer service is available.

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.

Finding 7: The scale, bulk, coverage and density of the development will be in harmony with the RR district and will not cause an undue harmful effect of the desirable neighborhood character.

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

Finding 8: The proposal will not be unduly detrimental to the health, safety or welfare of the surrounding area and the city as a whole because Federal, State and local standards must be met.

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

Finding 9: The proposal will comply with all applicable regulations and conditions through the permitting process.

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

Finding 10: This proposal is not contrary to the goals and objectives of the Comprehensive Plan as it promotes a variety of diversified dwelling options that are well served by the existing infrastructure

j. The proposal will comply with all applicable provisions of the Community Design Manual.

Finding 11: This project to comply with the Outdoor Lighting section of the Community Design Manual to reduce glare and light trespass by using downward directional lighting per HCC 21.59.030.

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. Applicant is aware of possible public access easements.
2. Fences, walls and screening. No specific conditions deemed necessary.
3. Surfacing of vehicular ways and parking areas. No specific conditions deemed necessary.
4. Street dedications and improvements (or bonds). No specific conditions deemed necessary.
5. Control of points of vehicular ingress and egress. One common driveway.
6. Special restrictions on signs. Maximum of four (4) square feet per HCC 21.60.060.
7. Landscaping. No specific conditions deemed necessary.
8. Maintenance of the grounds, and buildings. No specific conditions deemed necessary.
9. Control of noise, vibration, odors, lighting 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 and commence operation. No specific conditions deemed necessary.
12. A limit on total duration of use or on the term of the permit, or both. 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. No specific conditions deemed necessary.

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. No specific conditions deemed necessary.

Conclusion

Based on the foregoing findings of fact and law, Conditional Use Permit 14-03 is hereby approved, with findings 1-11 and conditions 1 and 2.

Condition 1: The proposal to comply with all applicable regulations and conditions through the permitting process.

Condition 2: The development to meet the outdoor lighting standards per HCC 21.59.030 Lighting standards.

Date: _____

Chair, Franco Venuti

Date: _____

City Planner, Rick Abboud

NOTICE OF APPEAL RIGHTS

Pursuant to Homer City Code, Chapter 21.93.060, any person with standing that is affected by this decision may appeal this decision to the Homer Board of Adjustment within thirty (30) days of the date of distribution indicated below. Any decision not appealed within that time shall be final. A notice of appeal shall be in writing, shall contain all the information required by Homer City Code, Section 21.93.080, and shall be filed with the Homer City Clerk, 491 East Pioneer Avenue, Homer, Alaska 99603-7645.

CERTIFICATION OF DISTRIBUTION

I certify that a copy of this Decision was mailed to the below listed recipients on _____, 2014. A copy was also delivered to the City of Homer Planning Department and Homer City Clerk on the same date.

Date: _____

Travis Brown, Planning Clerk

Eric Lee
POBox 2667
Homer, AK 99603

Thomas Klinkner
Birch, Horton, Bittner & Cherot
1127 West 7th Ave
Anchorage, AK 99501

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STAFF REPORT PL 14-17

TO: Homer Advisory Planning Commission
FROM: Planning Staff
MEETING: March 5, 2014
SUBJECT: City Planner's Report

City Council

Several items of the Planning Commission have been to the City Council

- Commissioner absence; the proposal to allow three unexcused absences as decided by the PC Chair failed. It was expressed that this would be going in the wrong direction. It was mentioned that in absence of other direction, the PC was expected to conduct business as prescribed in the City Council Operating Manual. Relevant excerpts from this manual are included as an attachment. This was all very confusing in that the code states two consecutive unexcused absences (hence: CC definition of unexcused, no notification) would be grounds for dismissal. Now, one has to tie that to the current policy of no more than three consecutive absences for any reason as stated in bylaws and then amending that to three consecutive absences as determined by the chair. This is just not simple. So far, I do not have a better solution.
- Elimination of super majority requirement; this was narrowly passed with the deciding vote coming from the Mayor.
- More than one; this generated more conversation than I expected. An amendment was forward to the PC to consider an opportunity to expand the possibility to other RR property not served by City water and sewer. A staff report is forth coming and we will schedule a public hearing next meeting.
- Quiet Creek Subdivision, was anything but quiet. The focus of opposition centered on the items not forwarded to the second public hearing, but provided in the packet at time of reconsideration. While these items were forwarded to the Borough with special notation by the Planning Office, it was not readily apparent that this was the case when looking at the Borough packet. In the end, it was determined that the option in code for the City Council to disapprove the preliminary plat recommendation of the PC was inappropriate.

Future Agendas: *Cell Towers and Communications Antennas from Local Zoning and Safety Laws* was the title of a webinar that the Planning staff and IT department recently viewed. This is quite the politically charged item as federal rules are prescribed, interpreted, challenged and then integrated into local control. It's amazing how creative the industry is at placing new antennas on flag poles, water towers, large signs, and lighthouses just to name a few.

Quiet Creek Subdivision: A public hearing is scheduled on the plat for March 10th in Soldotna.

Recreational Needs Assessment: Council funded a recreational needs assessment in the 2014 budget, and the Recreate Rec group has also raised over \$6,600 in donations for this effort. Julie has been busy meeting weekly with the City Manager and the “Park, Art, Recreation and Culture Needs Assessment” group. (PARC for short!) The Parks and Recreation Advisory Commission will be conducting the public process for this project. A request for proposals to hire a consultant will go out sometime this month or next; expect to hear a lot more about PARC in the community in the coming months!

Chamber of Commerce Sign workshop: Dotti has started her spring round of sign workshops, hosted by the Chamber of Commerce. The first workshop is scheduled tentatively for March 18th.

Board of Realtors Luncheon: Planning staff has been invited to speak to the Kachemak Board of Realtors about the Bridge Creek Watershed Protection District at their luncheon on March 19. How it was created, how some of the rules came about.

New Partners for Smart Growth Conference: Rick had an adventure exploring downtown Denver and attending this conference, followed by a trip to Seattle.

Homer Chamber of Commerce “Business after Hours” with the EDC and the HAPC is tentatively scheduled for Thursday, May 15th. The Planning and Economic Development Commissions are hosting the event, with a few staff.

Attachments:

Press release

PARC project overview

City Council Operating Manual “Absences” Excerpts



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Press Release (2/28/14)

The City of Homer is working diligently on the “Parks, Arts, Recreation and Culture Needs Assessment” (PARC) funded by the City Council and community donations. A group of citizens is meeting weekly with the City to move this project forward. PARC has a mission statement, and has identified six project goals. The City of Homer Park and Recreation Advisory Commission will be reviewing these goals during their meeting on March 20th, 2014, 5:30 pm in the City Council Chambers. Your organization is welcome to comment to the Commission, or contact Julie Engebretsen in the Planning Department at 435-3119 between now and the 20th. As the project progresses, your organization will be contacted to participate in this needs assessment. We look forward to working with you!

PARC Mission Statement

To determine the resources and prioritize the needs for our community concerning parks, arts, recreation and culture facilities and programs. (10-15 year outlook)

This Needs Assessment has the goal of answer these questions:

1. What are the existing and potential PARC resources in our community?
2. What programs and facilities does the Community want?
3. How big is the gap between what we have, and what we want?
4. What are future trends?
5. Quality of life: How important are PARC activities to Homer’s quality of life?
6. Funding: How can new programs and facilities be paid for?



Park Art Recreation and Culture Needs Assessment

PARC Mission Statement

To determine the resources and prioritize the needs for our community concerning parks, arts, recreation and culture facilities and programs. (10-15 year outlook)

Project Overview

Needs Assessment Goals:

1. Identify existing and potential resources
 - a. How do people use their spare time?
 - b. Program resources: who offers what, when and how often?
 - c. Identify locations and facilities used
 - d. How are existing programs and facilities funded?
 - e. List City responsibilities – parks, maintenance, campgrounds, budget, income,
 - f. Identify volunteer efforts
2. Survey what programs and facilities are desired by the community
3. Conduct a Gap Analysis between haves and wants
 - a. Include future demographic trends
 - b. Identify barriers to access, (money, time, space/facilities, lack of information)
 - c. Consultant to provide an analysis on trends, observations and patterns of results
4. Measure community values for art, recreation and quality of life
 - a. What level of importance do citizens place on the availability of these services?
 - b. Are Culture and Recreation essential services?
 - c. Is it important that they be available to all income levels?
5. Funding Mechanisms
 - a. How could new programs and structures be funded?

City Council Operating Manual “Absences” Excerpts

page 2

Councilmember/Mayor Absences

"Every effort should be made to give advance notice of absences. Absences should be coordinated in order to provide the highest possible attendance at Council Meetings."

page 6

ABSENCES (To be excused from meeting)

HCC 2.08.040(l)(5) By-laws for Council procedure provides that unexcused absences from three consecutive meetings is adequate basis for declaring the seat vacant. Notification of intent to be absent is the primary prerequisite to being excused.

Notification of future absences can be made at any Council meeting under Comments of the Council.

Notification of absence between meetings is accomplished by advising the Mayor, City Clerk or City Manager.

During opening remarks, the Mayor, or designated presiding officers declares the status of any absence for the record.

Councilmembers may state objections to absences either when authorization for an absence is required by a Councilmember or declared excused by the Mayor.

page 28/29 under “City Council Agenda & Meeting Conduct Guidelines”

21. COMMENTS OF THE COUNCIL

Each Council Member may comment regarding any subject whether or not on the agenda. This is an appropriate place to note or bring to the attention of the Mayor, Council and Administration any miscellaneous business or point of interest. Miscellaneous announcements, **notifications of absence from future Council meetings**, and requests for items to appear on the agenda, are other areas appropriately covered.

The entire City Council Operating Manual can be found at the City Clerk’s Office or at the following link.
http://www.cityofhomer-ak.gov/sites/default/files/fileattachments/city_council_operating_manual_april_2013.pdf



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Staff Report 14-21

TO: Homer Advisory Planning Commission
THROUGH: Rick Abboud, City Planner
FROM: Julie Engebretsen, Deputy City Planner
DATE: March 5, 2014
SUBJECT: Unlisted Use (Fire Station) at 188 Skyline Drive

SYNOPSIS: This staff report requests approval of a fire station as an unlisted use within the rural residential district at this location. A request for Conditional Use Permit for the structure follows this report as a separate hearing and action.

A public hearing is a requirement for “unlisted uses” per HCC 21.04.020 General Provisions.

Applicants: City of Homer, 491 E Pioneer Ave Homer, AK 99603

Location: 188 Skyline Drive

Legal: Hillstrand’s Homestead, Lot 2. (The parcel is split by Homer city limits, so for tax purposes they appear as two lots on the tax assessor roles. But it is one legal lot.)

Parcel ID: 17307095, 17307096

Lot Size(s) 8.34 acres

Zoning Designation: Rural Residential, Bridge Creek Watershed Protection District. (BCWPD provisions will be addressed as part of the following conditional use permit)

Existing Land Use: Water treatment plant and facilities

Surrounding Land Use: North: Vacant Land/cabins
South: Old sand pit, residential and vacant residential
East: Vacant land
West: Residential

Comprehensive Plan: Chapter 6 Public Services
Goal 1, Objective A: Fire and Emergency Services – Maintain and improve the high level of fire protection and emergency services in Homer to respond to current and anticipated future needs. Implementation strategy 2: Plan for a satellite facility on Skyline Drive.

Wetland Status: None on property

Utilities: City Water, onsite septic

Public Notice: Notice was sent to eleven property owners of eight parcels as shown on the KPB rolls.

Introduction: The City of Homer wishes to construct a fire station on Skyline Drive. This particular facility will be a heated storage building for emergency vehicles. Construction of this facility will improve response times and firefighting capabilities on top of the hill.

21.04.020 Unlisted uses. a. Unlisted uses may be allowed within a zoning district upon application of the property owner and written decision by the Planning Commission, if, after a public hearing, the commission finds the proposed use meets all of the following criteria:

1. The use is not specifically permitted outright or conditionally in any other district;

Finding 1. Public Safety Facility (e.g. Fire Station) is not permitted outright or conditionally in any other district.

2. The use is not more appropriate in another district;

Finding 2. The use is not more appropriate in another district. The Rural Residential district is the largest and most wide spread district in Homer. It contains some of the more distant and difficult areas for response from the existing fire station. While it may not be more appropriate in another district, future concerns might reveal that it could be equally important in another district.

3. The use is compatible with the purposes of the district in question;

Finding 3. Providing nearby backup fire protection in town and secondary responses to adjacent areas is compatible with the district.

4. The use is similar to and not more objectionable than other uses permitted outright in that district;

Finding 4. The use is not more objectionable than other uses permitted outright in the district such as private floatplane tie-down, heliports, agricultural activities or multifamily/multitenant housing.

5. The use satisfies any other criteria specifically applicable to approval of unlisted uses in the zoning district in question.

Finding 5. The unlisted use meets all dimensional requirements of the Rural Residential District and shall comply with all applicable local, state and federal regulations.

b. In approving an application for a specific unlisted use, the Planning Commission may determine that the unlisted use should be treated as a conditional use. If it does, then the application shall be processed and decided under the provisions of HCC Chapter 21.71. The applicant will be given notice and an opportunity to provide supplemental information in support of the matter as a conditional use permit application.

STAFF COMMENTS/RECOMMENDATIONS: Approve the Fire Station as an unlisted use at 188 Skyline Drive.

ATTACHMENTS

Please see Staff report 14-22 for attachments



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 14-22

TO: Homer Advisory Planning Commission
THROUGH: Rick Abboud, City Planner
FROM: Julie Engebretsen, Deputy City Planner
MEETING: March 5, 2014
SUBJECT: CUP 14-04, Fire station at 188 Skyline Drive

SYNOPSIS: The City is applying for a Conditional Use Permit to build a fire station.

Property owner: City of Homer, 491 E Pioneer Ave, Homer AK 99603

Legal: Hillstrand's Homestead, Lot 2. (The parcel is split by Homer city limits, so for tax purposes they appear as two lots on the tax assessor roles. But it is one legal lot.)

Zoning Designation: Rural Residential, Bridge Creek Watershed Protection District.

Existing Land Use: Water treatment plant and facilities

Surrounding Land Use: North: Vacant Land/cabins
South: Old sand pit, residential and vacant residential
East: Vacant land
West: Residential

Comprehensive Plan: Chapter 6 Public Services
Goal 1, Objective A: Fire and Emergency Services – Maintain and improve the high level of fire protection and emergency services in Homer to respond to current and anticipated future needs. Implementation strategy 2: Plan for a satellite facility on Skyline Drive.

Wetland Status: None on property

Utilities: City Water, onsite septic

Public Notice: Notice was sent to eleven property owners of eight parcels as shown on the KPB rolls.

Introduction

The City of Homer proposes to build a fire station on the water treatment plant property on Skyline Drive. The old water treatment building collapsed a few years ago, and was removed. The concrete foundation remains in place. For this project, a new concrete floor will be poured over the old floor, and the fire station built on top of the new foundation. The building will be approximately 2,800 square feet. The entire property includes the City water treatment plant, constructed in 2007 (CUP 07-11), and water treatment tank.

The proposed fire station requires a conditional use permit for four code citations:

1. Erosion and sediment control plan within the BCWPD 21.40.080.
2. Other similar uses to uses permitted and conditionally permitted in the BCWPD, 21.40.060(e)
3. More than one building containing a permitted principle use, 21.12.030(n) (Rural Residential District)
4. More than one building containing a permitted principle use, 21.40.060(g) (BCWPD)

1. Erosion and Sediment Control Plan

Until the summer of 2013, there was an old redwood water tank on the site. It was removed during the 2013 construction season. The area was graded and is considered impervious under HCC 21.03 Definitions and Rules of Construction. This project will regrade this impervious area for vehicle maneuvering. Grading an area over 6,000 square feet, even though its already considered “impervious” triggers the requirement for a soil and erosion control CUP. The Erosion and Sediment Control Plan is attached to this staff report.

Condition 1: Site activity must comply with the soil and erosion control plan approved by the Public Works Director.

2. Other similar uses to uses permitted and conditionally permitted in the BCWPD, 21.40.060(e)

Fire stations are an unlisted use under Homer City Code. The Rural Residential District utilizes the Unlisted Use provision found in HCC21.04.020. The Bridge Creek Watershed Protection District does not. Instead, there is a conditional use permit for “Other Similar Uses.” HCC 21.40.050 lists the following permitted uses:

g. Private storage in yards, in a safe and orderly manner, of equipment, including trucks, boats, recreational vehicles and automobiles; provided, that all are in good mechanical and operable condition, and if subject to licensing, currently able to meet licensing requirements; and further provided, that the stored items do not create impervious cover in excess of the limits in HCC 21.40.070;

Finding 1: A fire station is similar to a private storage yard of equipment such as trucks and automobiles that are in good mechanical and operable order.

Finding 2: The Fire Station will not create impervious cover in excess of the limits in HCC 21.40.70 because it utilizes existing impervious surface area. No new impervious surface will be created by the construction and operation of the fire station.

3, 4. More than one building containing a permitted principle use, 21.12.030(n) (Rural Residential District) and 21.40.060(g) (BCWPD). These CUP requirements will be reviewed together in the sections below.

The criteria for granting a Conditional Use Permit is set forth in HCC 21.71.030.

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

Finding 3: HCC 21.12.030(n) and 21.40.060(g) allow for more than one building containing a permitted principle use on a lot.

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

Applicant: The rural residential zoning district housing will have faster access to emergency services and lower insurance rates.

Purpose of the district: The purpose of the rural residential district is primarily to provide an area in the City for low-density, primarily residential, development; allow for limited agricultural pursuits; and allow for other uses as provided in this chapter, HCC 21.12.010 Purpose.

Purpose of the district BCWPD: The purpose of this chapter is to prevent the degradation of the water quality and protect the Bridge Creek Watershed to ensure its continuing suitability as a water supply source for the City's public water utility. These provisions benefit the public health, safety, and welfare of the residents of the City of Homer and other customers of the City's water system by restricting land use activities that would impair the water quality, or increase the cost for treatment.

Finding 4: The fire station will provide improved fire protection service that will support residential land uses and the purpose of the Rural Residential district.

Finding 5: The fire station will not degrade water quality or increase the cost for water treatment. The proposed use and structure are compatible with the purpose of the Bridge Creek Watershed Protection 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: A fire station within a close proximity to building developments equates to lower insurance rates and emergency response times.

Analysis: The construction of a 2,800 square foot fire station, on the former water treatment plant foundation, will not significantly affect the value of surrounding properties. Other uses such as

kennels or heliports could be expected to generate more noise and traffic on a regular basis, potentially causing a negative affect on property values.

Finding 6: The value of adjoining property will not be negatively affected greater than multi-family dwellings, mobile homes or conditionally permitted uses such as kennels, heliports and recreational facilities.

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

Applicant: The proposed building is consistent with the existing water treatment plant form and design elements.

Analysis: The construction of a fire station within the water treatment plant complex on this 8 acres parcel will have little impact on surrounding land uses.

Finding 7: The proposed development is compatible with the existing municipal water treatment plant and tank facilities. Area properties will not be greatly impacted by infilling municipal service buildings on this parcel.

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

Finding 8: Public services and facilities are adequate for the proposed use and structure. City water is available and access is via a paved, state maintained road.

Finding 9: The fire station will enhance the public services in the area by providing faster emergency response.

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.

Analysis: The fire station will provide improved emergency service response for the area and the city as a whole. This station will not include significant office or training space that would generate regular traffic; it's a satellite station to store equipment in a warm state. Traffic generation will be minimal beyond emergency response to calls in the surrounding area.

Finding 10: The scale, bulk, coverage and density of the development will be in harmony with the existing water treatment plant. The fire station will not cause an undue harmful effect of the desirable neighborhood character.

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

Analysis: The fire station will utilize existing impervious coverage and will not be detrimental to the water quality of the Bridge Creek Watershed area. The station will also increase health and safety service to area residents through enhanced emergency response. Adequate heated storage is a benefit to the whole city because it will allow the city to keep more fire equipment in service (ready to roll) year round.

Finding 11: The proposal will not be unduly detrimental to the health, safety or welfare of the surrounding area or the City as a whole. Emergency services will be improved for the surrounding area and the city as a whole.

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

Analysis: HCC 21.70.020(7), Zoning Permit Application, requires an applicant to include copies of any building permits or other permits required by applicable Federal, State or local laws or regulations. This project requires a zoning permit and thus all other required permit documentation from other governmental entities must be submitted to the Planning Department. Zoning permits are not issued until such documentation is presented.

Finding 12: The proposal shall comply with all applicable regulations and conditions and acquire a zoning permit prior to any construction activity.

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

Analysis: Goal 1, Chapter 4 Land Use states; Guide Homer's growth with a focus on increasing the supply and diversity of housing, protect community character, encourage infilling, and helping minimize global impacts of public facilities including limiting greenhouse gas emissions.

Finding 13: This proposal supports the goals and objectives of the Comprehensive Plan. The fire station and provision of emergency services supports increased housing and infill development. The station also reuses an existing foundation and impervious area, thereby reducing the global impact of a new building.

j. The proposal will comply with all applicable provisions of the Community Design Manual.

Finding 14: The Outdoor Lighting section of the Community Design Manual applies to this project.

Condition 2: Fire station lighting shall meet the outdoor lighting standards per HCC 21.59.030 Lighting standards, to reduce glare and light trespass by using downward directional lighting.

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.**
2. **Fences, walls and screening.**
3. **Surfacing of vehicular ways and parking areas.**
4. **Street dedications and improvements (or bonds).**
5. **Control of points of vehicular ingress and egress.**
6. **Special restrictions on signs.**
7. **Landscaping.**
8. **Maintenance of the grounds, and buildings.**
9. **Control of noise, vibration, odors, lighting or other similar nuisances.**
10. **Limitation of time for certain activities.**
11. **A time period within which the proposed use shall be developed and commence operation.**
12. **A limit on total duration of use or on the term of the permit, or both.**
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.**

Finding 15: No additional conditions deemed necessary to ensure the proposal does and will continue to satisfy the applicable review criteria.

STAFF COMMENTS/RECOMMENDATIONS: Planning Commission approve CUP 14-04 with Findings 1-15 and Conditions 1 and 2.

Condition 1: Site activity must comply with the soil and erosion control plan approved by the Public Works Director.

Condition 2: Fire station lighting shall meet the outdoor lighting standards per HCC 21.59.030 Lighting standards.

ATTACHMENTS

1. CUP Application
2. Erosion and sediment control plan
3. Public Notice



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: City of Homer Telephone No.: 907-435-3141

Address: 3575 Heath St. Email: dnelsen@cityofhomer-ak.gov

Property Owner (if different than the applicant):

Name: City of Homer Telephone No.: 235-8121

Address: 491 E. Pioneer Email: dnelson@cityofhomer-ak.gov

PROPERTY INFORMATION:

Address: 188 SKYLINE DR Lot Size: 4.32 acres KPBD Tax ID # 17307095

Legal Description of Property: The NW 1/4 SW 1/4 Sec 8 and the portion of the NE 1/4 SE 1/4 SEC.7 lying Easterly of Skyline Drive T6S, R13W Seward Meridian, Alaska and Partially within the City of Homer within the Kenai Peninsula Borough Third Judicial District, State of Alaska

For staff use:

Date: 2/3/14 Fee submittal: Amount 0

Received by: TRAVIS BROWN Date application accepted as complete 2/12/14

Planning Commission Public Hearing Date: 3/5/14

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	OSR	BCWPD
Level 1 Site Plan	x	x	x			x			x		x	x
Level 1 ROW Access Plan	x	x							x		x	
Level 1 Site Development Requirements	x	x										
Level 1 Lighting			x	x	x	x	x	x	x	x		
Level 2 Site Plan			x	x	x		x	x		x		
Level 2 ROW Access Plan			x	x	x		x	x		x		
Level 2 Site Development			x*	x	x	x	x	x	x	x		

Requirements										
Level 3 ROW Access Plan										x
DAP/SWP questionnaire										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: The plans will be sent to the Fire Marshall.
- Y N Will your development trigger a Development Activity Plan? Application Status: No
- Y N Will your development trigger a Storm water Plan? Application Status: No
- Y N Does your site contain wetlands? If yes, Army Corps of Engineers Wetlands Permit is required. Application Status: No
- Y N Is your development in a floodplain? If yes, a Flood Development Permit is required. No
- 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> No
- Y N Do you need a traffic impact analysis? No
- Y N Are there any nonconforming uses or structures on the property? No
- Y N Have they been formally accepted by the Homer Advisory Planning Commission? N/A
- Y N Do you have a state or city driveway permit? Status: The building will be using an existing driveway.
- Y N Do you have active City water and sewer permits? Status: The property is already served with Water and Septic Sewer System.

1. Currently, how is the property used? Are there buildings on the property? How many square feet? Uses within the building(s)?
The proposed project building site contains a fresh water treatment plant (WTP), 10,200 square feet building, and a 875 square feet accessory building for equipment storage.
There are two settlement lagoons on the property used for the fresh water treatment process. Last year the obsolete redwood water storage tank was removed creating an open space which was then graded to match the existing surfaces. The remaining adjacent water tank is a "CT" (Contact Time) tank which is used mix treated water before public distribution into the City of Homer water supply system. The CT tank was constructed in 1998 and is 5 from the property line.

2. What is the proposed use of the property? How do you intend to develop the property? (Attach additional sheet if needed. Provide as much information as possible).
The current plan is to construct a new 2,750 Sf. Fire Station located adjacent to the existing Homer Water Treatment Plant on Skyline Drive. The new station will consist of a heated concrete slab cast over the foundation of the old water treatment plant to

incorporate a prefabricated structural steel frame. The exterior wall panels will be metal, with a earth tone color of brown to closely match the color of the existing water treatment plant. The interior of the building will consist of a mechanical room, 100 sf. office, one small restroom, and a mezzanine level for extra storage.

The parcel perimeter is cordoned off by an existing chain link fence, once the building is complete the interior area will be fenced off with a 6' chain link fence segregating the fire station from the existing water treatment plant. At the southern edge of the proposed fire station building, the former redwood tank location and the existing parking area will be regraded for a larger parking area and plenty of space for fire trucks to operate, this area will approximately 90' x 85'. This gravel parking area will be of low surface water permeability which will incorporate a slope to drain surface water into shallow ditch, then the surface water will drain into a 10' x 20' detention settlement pond before the surface water runoff could enter into the Skyline Rd drainage ditch with parallels Skyline Dr. The proposed building will have exterior lighting, the "fixture has Type V photometry, meaning no illumination above the 90deg angle, In addition, an acrylic reflector to direct the illumination downward" as stated by the Engineer.

CONDITIONAL USE INFORMATION: (Please use additional sheet(s), if necessary)

a. What code citation authorizes each proposed use and structure by conditional use permit?

Rural Residential 21.12.030(j) j. Storage of heavy equipment, vehicles or boats over 36 feet in length as an accessory use incidental to a permitted or conditionally permitted principal use.

21.12.030 (n) n. More than one building containing a permitted principal use on a lot;

BCWPD: 21.40.060(g) g. More than one building containing a permitted principal use on a lot. [Ord. 10-05, 2010; Ord. 08-29, 2008].

b. Describe how the proposed uses(s) and structures(s) are compatible with the purpose of the zoning district.

The Rural Residential Zoning District housing will have faster access to emergency services and lower insurance rates.

c. How will your proposed project affect adjoining property values?

A fire station within close proximity to building developments equates to Lower insurance rates and emergency response times.

d. How is your proposal compatible with existing uses of the surrounding land?

The proposed building is consistent with the existing WTP form and design elements.

e. Are/will public services adequate to serve the proposed uses and structures?

There is water, a sewer septic tank, and electricity on the property.

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 building will be smaller than the existing WTP building on the same Property. Skyline Dr. Traffic impacts will be low due to the nature of the building, a reserve fire station, which will experience upwards to ten vehicles when as emergencies arise.

g. Will your proposal be detrimental to the health, safety or welfare of the surrounding area or the city as a whole?

No, the building is a reserve fire station benefiting area residents.

h. How does your project relate to the goals of the Comprehensive Plan?

The 2006 Town Center Plan and the 2008 Comprehensive Plan are online at:
<http://www.ci.homer.ak.us/documents/planning>

Chapter 6 Goal 1 Objective A: Fire and Emergency Services "Maintain and improve the high level of fire protection and emergency services in Homer to respond to current and anticipated future needs." This building satisfies this Goal 1 and objective.

i. The Planning Commission may require you to make some special improvements. Are you planning on doing any of the following, or do you have suggestions on special improvements you would be willing to make? (**circle each answer**)

1. Y/N Special yards and spaces.
2. Y/N Fences, walls and screening.
3. Y/N Surfacing of parking areas.
4. Y/N Street and road dedications and improvements (or bonds).
5. Y/N Control of points of vehicular ingress & egress.
6. Y/N Special provisions on signs.
7. Y/N Landscaping.
8. Y/N Maintenance of the grounds, buildings, or structures.
9. Y/N Control of noise, vibration, odors, lighting, heat, glare, water and solid waste pollution, dangerous materials, material and equipment storage, or other similar nuisances.
10. Y/N Time for certain activities.
11. Y/N A time period within which the proposed use shall be developed.

- 13. Y/N Special dimensional requirements such as lot area, setbacks, building height.
- 14. Y/N Other conditions deemed necessary to protect the interest of the community.

PARKING

1. How many parking spaces are required for your development? There is a 20' x 50' area on the West side of the proposed structure and a Gravel pad 90' x 85'
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.
Zero, the parking will be away from the building access doors on the large pad.
3. Are you requesting any reductions? No

Include a site plan, drawn to a scale of not less than 1" = 20' which shows allow 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: 2/3/14

Property Owner's signature:  Date: 2/5/14



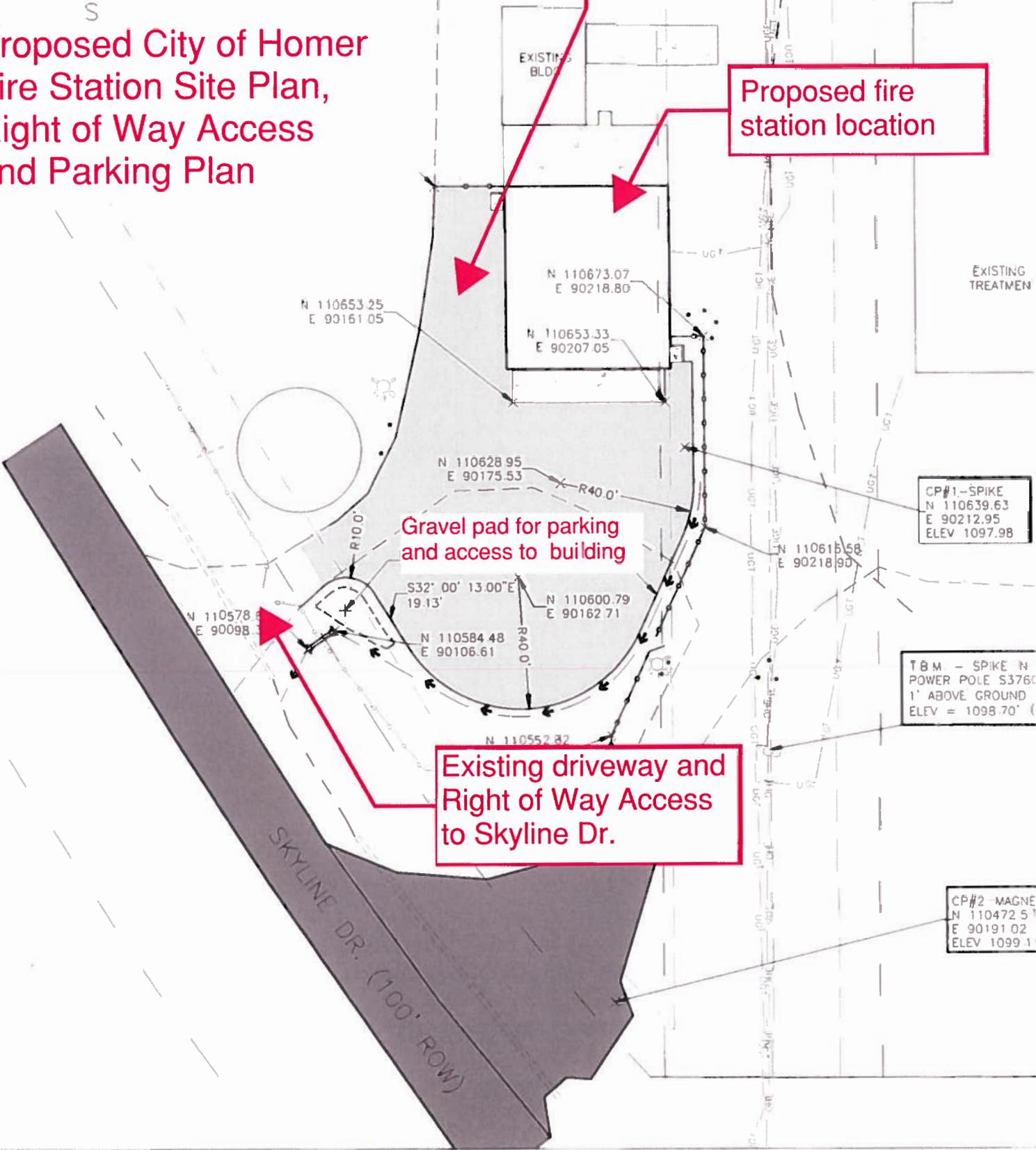
Proposed City of Homer Fire Station Site Plan, Right of Way Access and Parking Plan

Additional parking area

Proposed fire station location

Gravel pad for parking and access to building

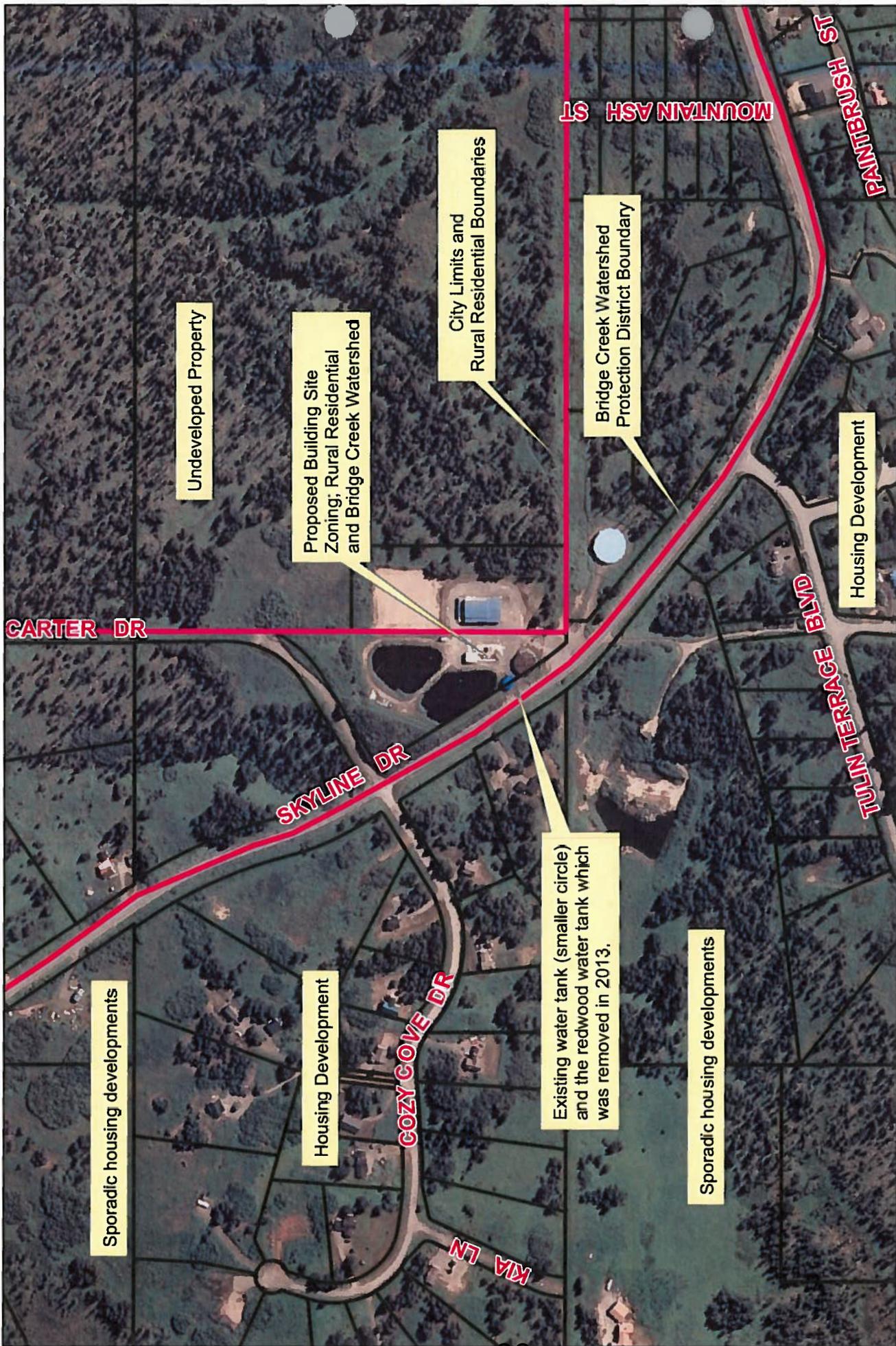
Existing driveway and Right of Way Access to Skyline Dr.



CP#1-SPIKE
N 110639.63
E 90212.95
ELEV 1097.98

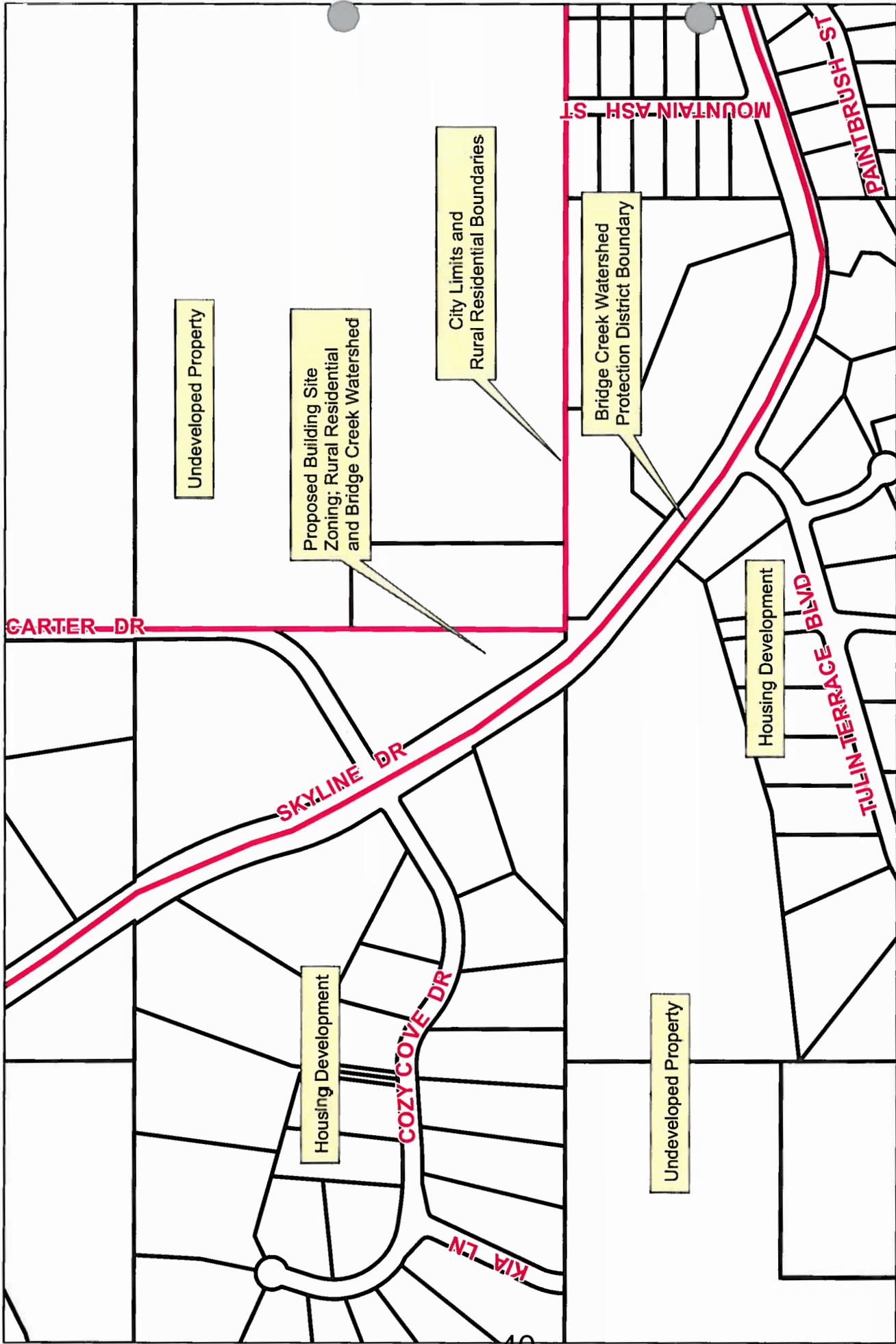
TBM - SPIKE N
POWER POLE S3760
1' ABOVE GROUND
ELEV = 1098.70'

CP#2 -MAGNE
N 110472.51
E 90191.02
ELEV 1099.1'



Proposed City of Homer Fire Station #2 Area Map

Narrative: The neighboring area about the proposed building site has undeveloped and low density housing properties. The proposed building site property is on the existing Water Treatment Plant parcel.



Proposed City of Homer Fire Station #2 Area Map

Narrative: The neighboring area about the proposed building site has undeveloped and low density housing properties. The proposed building site property is on the existing Water Treatment Plant parcel.





NO.	REVISION	DATE

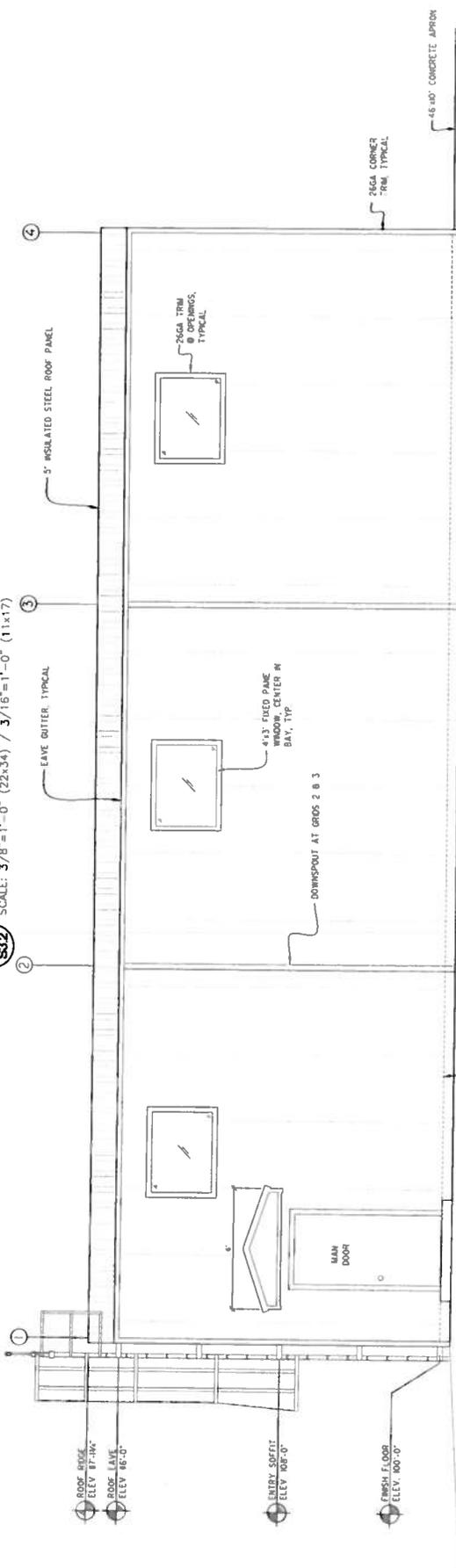
NEIL ENGINEERING
 CONSULTING ENGINEERS
 STRUCTURAL/CIVIL
 155 BIDARKA ST
 KENAI, AK 99511
 TEL. (907) 283-3583
 NEIL@NEILENGINEERING.COM

HOMER FIRE STATION #2 SKYLINE DRIVE
 CITY OF HOMER
 HOMER, AK
 EAST/WEST BUILDING ELEVATIONS

PROJECT: 1307
 DRAWN BY: CAM
 CHECKED BY: WJN
 DATE: 01/15/14
 SCALES: NOTED
 HORZ: NOTED
 VERT: NOTED
 SHEET: **S3.2**
 12 OF 21



A EAST BUILDING ELEVATION
 SCALE: 3/8"=1'-0" (22x34) / 3/16"=1'-0" (11x17)



B WEST BUILDING ELEVATION
 SCALE: 3/8"=1'-0" (22x34) / 3/16"=1'-0" (11x17)



NO.	REVISION	DATE

NELEND ENGINEERS
 CONSULTING ENGINEERS
 800 W. 10th Ave., Suite 100
 Anchorage, Alaska 99501
 TEL: (907) 203-2503
 EMAIL: INFO@NELEND.COM
 WWW.NELEND.COM

HOMER FIRE STATION #2 SKYLINE DRIVE
 CITY OF HOMER
 HOMER, ALASKA
 TYPICAL DETAILS

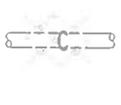
PROJECT: 1350
 DRAWN BY: MZD
 CHECKED BY: MZD
 DATE: 01/15/2014
 SCALE: NOTED
 NOTES: NOTED
 SHEET: C8
 OF 2

FENCE NOTES

- POSTS SHALL BE SPACED EQUAL DISTANCES APART. MAXIMUM SPACING SHALL BE 10' UNLESS DIRECTED OTHERWISE BY THE ENGINEER.
- POST TOPS SHALL BE SECURELY FASTENED TO POST.
- BRACE RAILS AND TRUSS RODS SHALL BE SECURELY FASTENED TO POST WITH BRACE BANDS WITH THREADED TAKE-UP ADAPTER FOR TRUSS RODS.
- GROUND WIRE SHALL BE ATTACHED TO FENCE FABRIC BY MEANS OF A SPLIT BOLT.
- FABRIC SHALL BE STRETCHED TO A SMOOTH UNIFORM APPEARANCE.
- DETAILS SHOWN INDICATED GENERAL DESIGN AND DIMENSIONS MAY VARY AMONG MANUFACTURERS.
- LINE POSTS AND CORNER POSTS SHALL BE SET IN 8" DIA. CLASS B PORTLAND CEMENT CONCRETE TO DEPTH AS INDICATED.
- POST BRACES SHALL BE PROVIDED FOR EACH GATE, CORNER, PULL AND END POST AND SHALL CONSIST OF A ROUND TUBULAR BRACE EXTENDING TO EACH ADJACENT POST AT MIDHEIGHT OF THE FABRIC, AND A TRUSS CONSISTING OF A ROD NOT LESS THAN 3/8" IN NOMINAL DIAMETER FROM THE ADJACENT POST BACK TO THE GATE, CORNER, PULL OR END POST, WITH A TURNBUCKLE OR OTHER EQUIVALENT PROVISION FOR ADJUSTMENT.
- CHANGES IN LINE OF 30' OR MORE SHALL BE CONSIDERED CORNER POSTS.
- PROVIDE DIAGONAL BRACE RAILS AT ALL END PANELS.
- ALL STEEL AND IRON PARTS INCLUDING FABRIC SHALL BE ZINC COATED AFTER FABRICATION IN ACCORDANCE WITH FEDERAL SPEC. QQ-2-351 TO AN AVERAGE OF NOT LESS THAN 12 SQ. PER SQUARE FOOT OF ACTUAL SURFACE.
- USE 2" x 9 GAUGE FENCING FABRIC WITH A MINIMUM NOMINAL COATED DIAMETER 0.148 INCHES.
- PERFORM ALL WORK IN ACCORDANCE WITH THE CITY OF HOMER STANDARD CONSTRUCTION SPECIFICATIONS, 2009 EDITION.
- DETAILS SHOWN ARE TO INDICATE GENERAL DESIGN ONLY. DIMENSIONS MAY VARY SLIGHTLY AMONG MANUFACTURER'S.



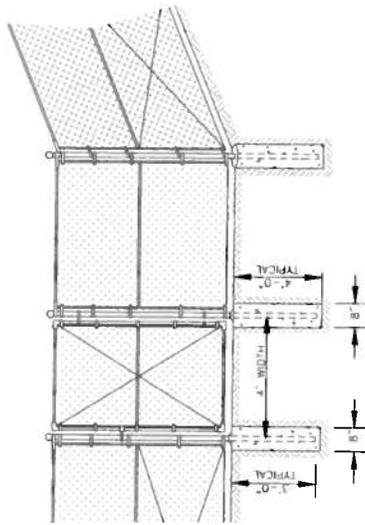
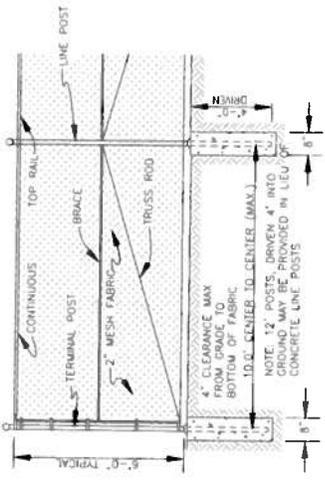
METHOD OF TYING FABRIC TO TOP RAIL



METHOD OF TYING FABRIC TO TUBULAR POST



METHOD OF TYING FABRIC TO CORNER POST



NOTE: 12" POSTS DRIVEN 4" INTO GROUND MAY BE PROVIDED IN LIEU OF CONCRETE LINE POSTS

STEEL FENCE SCHEDULE	
USE AND SECTION	MINIMUM OUTSIDE DIMENSIONS (NOMINAL)
CORNER, END & PULL POSTS TUBULAR - ROUND	2.875" O.D. 5.79 PLF
LINE POSTS TUBULAR - ROUND	2.375" O.D. 3.65 PLF
BRACE RAILS TUBULAR - ROUND	1.66" O.D. 2.27 PLF
TRUSS ROD ROD - ROUND	0.375" O.D. OR LARGER W/ TURNBUCKLE
TOP RAIL COILED SPRING WIRE	7 GAGE +/- 0.005" O.D. (TIES OR CLIPS SHALL BE PROVIDED EVERY 2 FT)

A TYPICAL CHAINLINK FENCE DETAILS
 GRAPHIC SCALE: NTS

EROSION AND SEDIMENTATION PLAN

NEW HOMER FIRE STATION #2 – SKYLINE DRIVE

21.59.080 Erosion sediment control. A. All activities within the BCWP District involving the disturbance of the existing ground cover (i.e., topsoil or vegetation or both) resulting from excavation, grading or filling or other similar activity and involving (i) any area within 500-feet of Bridge Creek Reservoir or 100-feet from any known stream or tributary or (ii) an area in excess of 6,000 square feet, require a conditional use permit approved by the Planning Commission. The conditional use permit must require that the activity comply with a site-specific Erosion and Sediment Control Plan prepared and signed by a certified hydrologist, professional engineer, or soil scientist whose qualifications to prepare such a plan are reviewed and approved by the Public Works Director.

This Erosion and Sediment Control Plan ensures compliance with the following requirements:

1. A drainage system shall be provided to direct all runoff from impervious coverage or the disturbed site either into an engineered drainage system or into a natural drainage, but no runoff shall be discharged untreated directly into the Bridge Creek Reservoir, or any associated stream, or other watercourse.

The drainage system for this project includes both an engineered piped (closed) system and sheet flow into the natural drainage patterns surrounding the site. Runoff from the roof and from foundation drains will be directed to an engineered piped system. This system will terminate with the installation of a detention basin (sized to limit peak flow to those that naturally flow from the site) and an outfall erosion control structure near a natural drainage swale. Runoff from the pavement around the building will not be concentrated, but will sheet flow into natural drainage patterns that surround the site. No runoff will be discharged untreated directly into the Bridge Creek Reservoir, or any associated stream, or other watercourse. The building site is over 500 feet from any stream or major natural drainage course, and over 2000 feet from the Bridge Creek reservoir.

2. Where open-ditch construction is used to handle drainage within the tract, a minimum of thirty feet shall be provided between any structures and the top of the bank of the defined channel.

No open-ditch construction will be apart of this project.

3. When a closed system is used to handle drainage within the tract, all structures shall be a minimum of ten feet from the closed system.

Except for the foundation drains, all closed drainage systems will be greater than 10 feet from the building structure.

4. Natural vegetation shall remain undisturbed except as necessary to construct improvements and to eliminate hazardous conditions, in which case it must be replanted with approved materials including ground cover, shrubs and trees. Native materials are preferred for replanting operations, and will be used where practicable.

All natural vegetation will remain undisturbed except as necessary to construct access, parking, septic system and building improvements. Any disturbed areas immediately adjacent to these improvements that are disturbed will be covered with hay and re-seeded with a rye/fescue seed mix.

5. Grading must not alter the natural contours of the terrain except as necessary for building sites or to correct unsafe conditions. The locations of buildings, roads and rights of way must be planned to follow and conform to existing contours as nearly as possible.

The site is relatively flat. The finished floor elevation and the grades of access improvements around the building have been established to match existing grade as closely as possible to minimize site disturbance and the need to export unusable excavation or import fill.

6. Upon completion of earthwork, all exposed slopes, and all cleared, filled, and disturbed soils shall immediately be given sufficient protection by appropriate means, such as landscaping, planting, and maintenance of vegetative cover, or temporary protective measures to prevent erosion.

Any disturbed areas immediately adjacent to these improvements that are disturbed will be covered with hay and re-seeded with a rye/fescue seed mix. With site work being completed during the September/October timeframe; seeding alone will not provide sufficient protection. Covering the ground with hay will provide protection from erosion until seeding can mature the following spring. No slopes of any consequence will be created by this project.

7. All exposed, cleared, filled and disturbed soils shall be re-vegetated within the current growing season, unless required to be re-vegetated sooner by other provisions of this code or other law.

See response #6 above.

8. Drainage, erosion, siltation, slope failure and other adverse effects may be prevented or controlled by means other than vegetation, if approved by the Planning Commission.

See response #6 above.

9. Development activities shall not adversely impact other properties or watershed water quality by causing adverse alteration of surface water drainage, increased turbidity above natural conditions, surface water ponding, slope failure, erosion, siltation, intentional or inadvertent fill, root damage to neighboring trees, or other adverse physical impacts. The Erosion and Sediment Control Plan shall address this requirement, and the property owner and developer shall take such steps, including installation of culverts or buffers, or other methods, as necessary to comply with this requirement. (Ord. 03-11(S) (A) 1, 2003.)

Development activities at this site will not adversely impact adjacent properties or the watershed water quality. A silt fence will be installed and maintained during construction between the work and any adjacent property down slope from the project (not protected by an undisturbed vegetative buffer). Any significant runoff from the site during construction will be detained in a temporary sedimentation basin before being discharged to natural drainage patterns.

Prepared by:

HOMER PUBLIC WORKS DEPARTMENT



Carey S. Meyer, P.E.
Public Works Director/City Engineer



PUBLIC NOTICE

Public notice is hereby given that the City of Homer will hold a public hearing by the Homer Advisory Planning Commission on Wednesday, March 5, 2014 at 6:30 p.m. at Homer City Hall, 491 East Pioneer Avenue, Homer, Alaska on the following matters:

The City of Homer proposes to build a fire station at 188 Skyline Drive, Hillstrand's Homestead Lot 2 T6S R13W S 7, S.M. The new building will be constructed on top of the old water treatment building foundation.

The March 5th meeting shall include:

A Public Hearing for an unlisted use per HCC 21.04.020, for a fire station within the Rural Residential District;

A Request for a Conditional Use Permit 14-04 per 21.40.060(e), Other uses similar to uses permitted and conditionally permitted in the Bridge Creek Watershed Protection District; More than one building containing a principle permitted principle use per 21.12.030(n) and 21.40.060(g) in the Rural Residential and Bridge Creek Watershed Protection Districts, and 21.40.080 Erosion and sediment control plan within the Bridge Creek Watershed Protection District.

Anyone wishing to present testimony concerning these matters may do so at the meeting or by submitting a written statement to the Homer Advisory Planning Commission, 491 East Pioneer Avenue, Homer, Alaska 99603, by 4:00 p.m. on the day of the meeting.

The complete proposal is available for review at the City of Homer Planning and Zoning Office located at Homer City Hall. For additional information, please contact Julie Engebretsen at the Planning and Zoning Office, 235-3106.

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

.....

VICINITY MAP ON REVERSE

Vicinity Map

Subject Location
188 Skyline Drive
Fire station to be built on
existing foundation

Legend

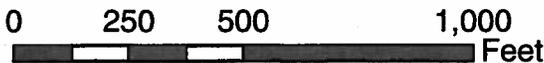
-  Subject Location
-  Properties w/in 300 feet



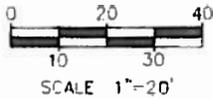
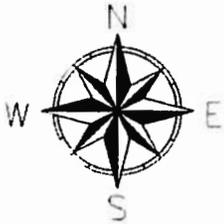
City of Homer
Planning and Zoning Department
2/4/2014

Request for CUP 14-04

Properties within 300 feet are
marked and land owners notified.



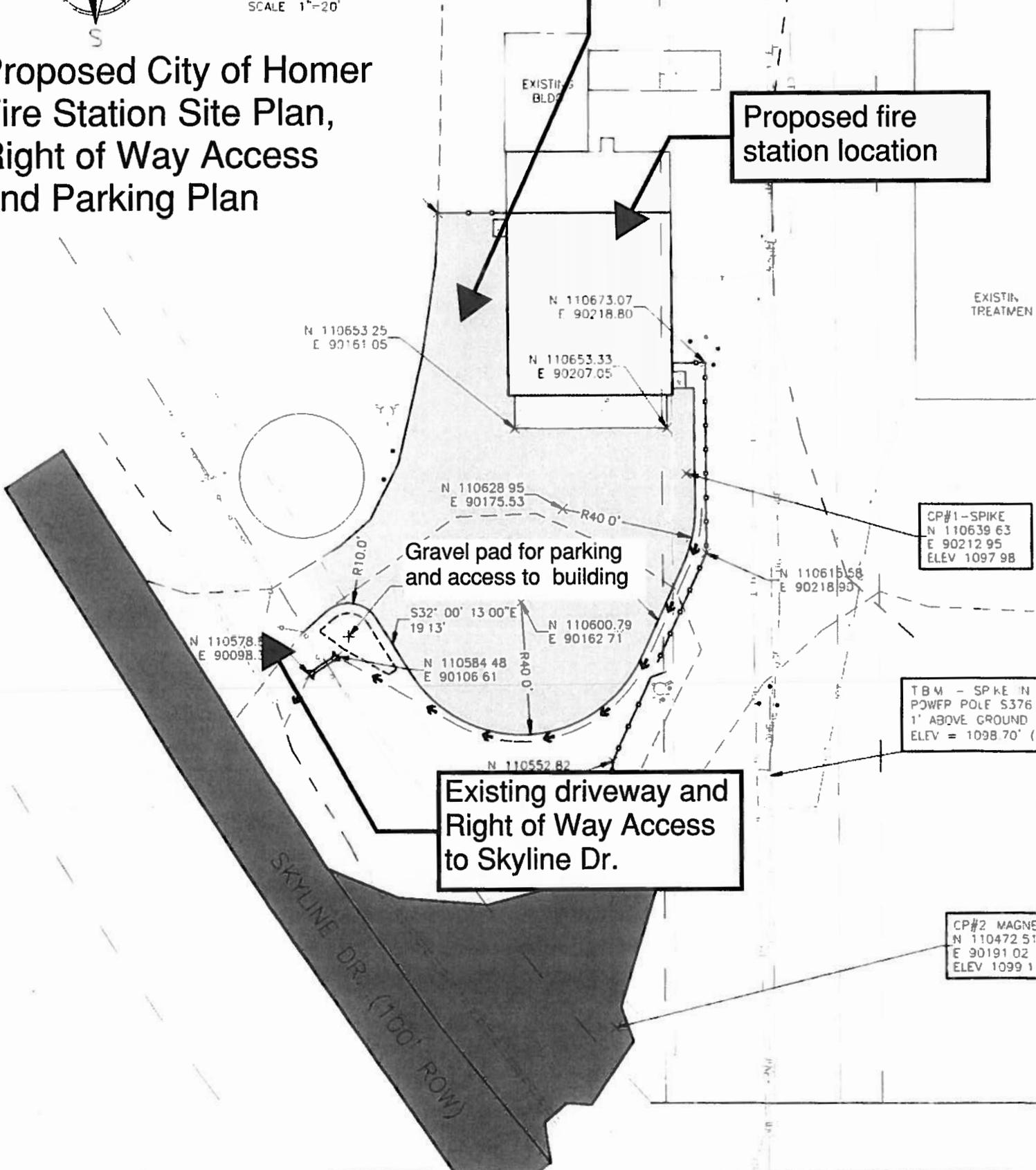
Disclaimer:
It is expressly understood the City of
Homer, its council, board,
departments, employees and agents are
not responsible for any errors or omissions
contained herein, or deductions, interpretations
or conclusions drawn therefrom.



Proposed City of Homer Fire Station Site Plan, Right of Way Access and Parking Plan

Additional parking area

Proposed fire station location



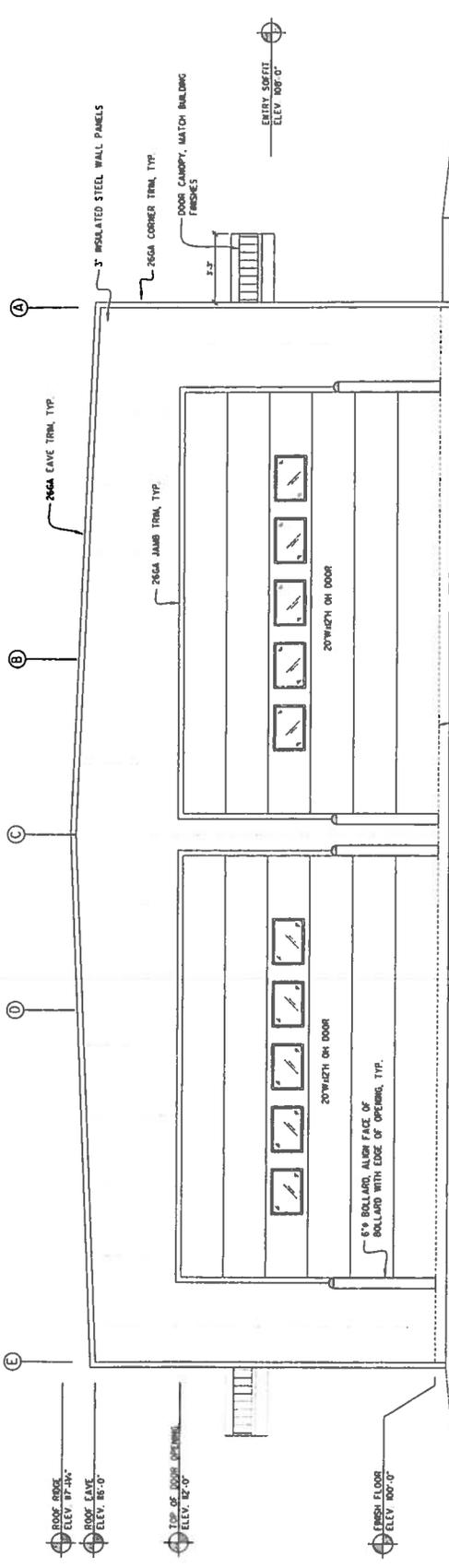


NO.	REVISION	DATE

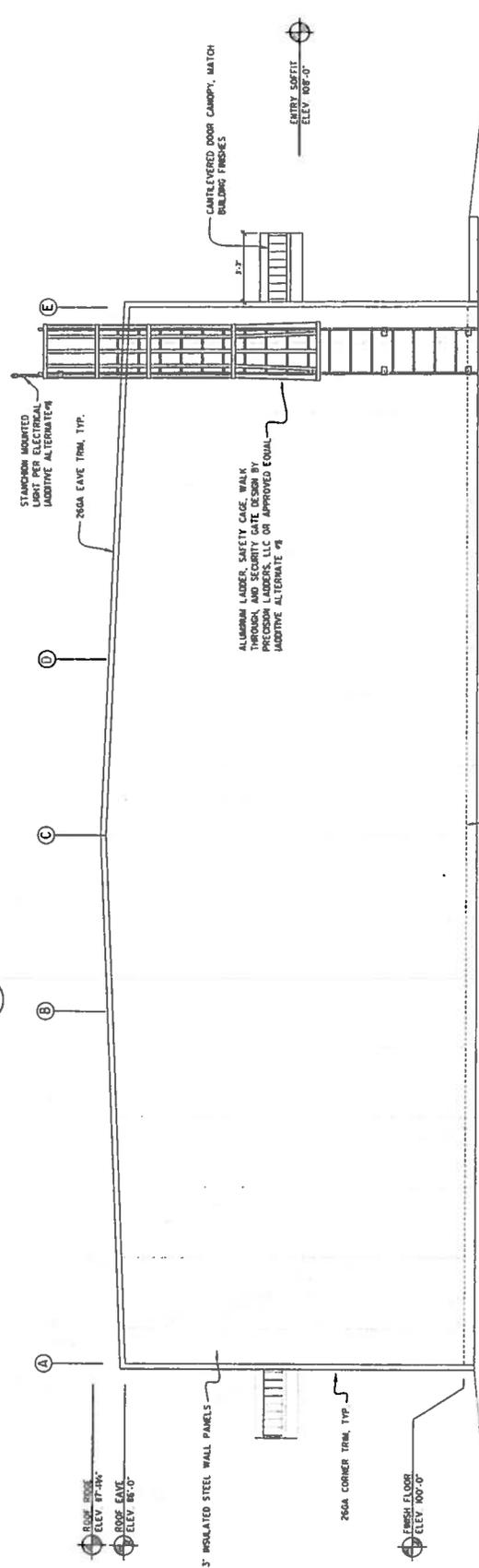
NELSON ENGINEERING
 CONSULTING ENGINEERS
 1007 203 - 3803
 ANCHORAGE, AK 99511
 NELSONENGINEERING@ALASKA.NET

HOMER FIRE STATION #2 SKYLINE DRIVE
 CITY OF HOMER
 HOMER, AK
 NORTH/SOUTH BUILDING ELEVATIONS

PROJECT NO. 1358
 DRAWN BY CAM
 CHECKED BY TMB
 DATE: 01/15/14
 SCALES NOTED
 WORK NOTED
 SHEET **S3.1**
 11 OF 21



A SOUTH BUILDING ELEVATION
 SCALE: 3/8"=1'-0" (22x34) / 3/16"=1'-0" (11x17)



B NORTH BUILDING ELEVATION
 SCALE: 3/8"=1'-0" (22x34) / 3/16"=1'-0" (11x17)



City of Homer

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(f) 907-235-3118

Staff Report 14-24

TO: Homer Advisory Planning Commission
FROM: Rick Abboud, City Planner
DATE: March 5, 2014
SUBJECT: Accessory Dwelling in Rural Residential

Background

After recommendation of the PC, the City Council affirmed the proposal of allowing, “*One detached dwelling unit, excluding mobile homes, as an accessory building to a principal single family dwelling on a lot serviced by City water and sewer services in compliance with Title 14 of this code.*”

In addition, a motion was made to amend to “***allow an accessory detached family dwelling on any rural residential lot over one acre without access to city water and sewer.***”

This amendment was then forwarded to the PC for review. We plan to have a public hearing next meeting.

Discussion

If the Commission wishes to affirm recommendation for the concept, we need to adjust the language to be consistent with other provisions of the title.

Concept: *One detached dwelling unit, excluding mobile homes, as an accessory building to a principle single family dwelling* (in the rural residential district regardless of water and sewer status).

Items for discussion:

- Dimensional requirements already handle the amount of land necessary. No reference to amount of land is necessary unless some other requirement might be considered by the commission.
- Similarly, access to city water and sewer really does not provide any other direction than is already provided by code.
- If other considerations are not unique in relation to access to city services, the concept could be combined into one code amendment that omits reference to services.
- Is there any benefit to handle such a request as a CUP?
 - o Notice of neighbors?
 - o Special conditions or considerations for review?

Staff Recommendations:

1. Discuss proposal and make any necessary amendments prior to forwarding to a public hearing.



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STAFF REPORT PL 14-23

TO: Homer Advisory Planning Commission
THROUGH: Rick Abboud, City Planner
FROM: Dotti Harness-Foster, Planning Technician
MEETING: March 5, 2013
SUBJECT: Heliports

During the February 19, 2014 Planning Commission meeting, the Commission discussed definitions related to “heliports” and permitting options for each zoning district. This staff report summarizes the Commission’s conversation. Please review and make changes if needed. With this information, staff will work with the City Attorney on a draft ordinance for your review.

Heliport: At the heart of a “heliport” conversation is Homer’s “Heliports” definition HCC 21.03.040:

“Heliports” means any place including airports, fields, rooftops, etc., where helicopters regularly land and take off, and where helicopters may be serviced or stored.”

This definition is inclusive of the landing site, a hanger/shop to service and store the helicopter(s) and aligns with the few helicopter operations at the airport. Staff sought to compare Homer’s existing definition with an FAA definition. The challenge is that FAA includes “heliport” within their definition for an airport, in other words, there is no separate “heliport” definition that is adopted by the FAA. ⁱ In addition, Homer’s Title 21 does not include a definition for airport

Based on the Commissioners thumbs, up, down and sideways, “heliports” would be a permitted use at the airport (GC2) and lands in the GC2 district, but location outside of the airport would require a conditional use permit. In the MI district “Heliports” would be a Conditional Use Permit.

Proposed	RR	UR	RO	CBD	TCD	GBD	GC1	GC2*	EEMU	MC	MI	OSR	BCWP
CUP needed								X			X		
Permitted outright								airpt					
Not Allowed	X	X	X	X	X	X	X		X	X		X	X

GC2* refers to airport property only. Proposed "heliports" outside the airport boundary would require a CUP.

Air ambulance

Staff will work with the City Attorney on how best to address the hospital’s existing “helistop” or air ambulance. Solutions may include a definition for hospital that includes air ambulance, or a “helipad/stop” as an accessory use to a hospital. We’ll report back.

Take-off and landings only:

“**Helipad**” refers to land used for take-off and landing of a helicopter, with or without a permanent landing pad, but without permanent facilities for assembly and distribution of goods or passenger.

Based on the Commissioners conversation, “helipad” was not an acceptable use in Homer. Staff reviewed the purpose of each district, including the Bridge Creek Water Protection and the General Commercial 2 districts.

The purpose of the BCWPD is to protect the city’s water supply and a “helipad” does not have much impact to the quality of Homer’s water supply.

I don’t recall a discussion about “helipad” in the GC2 district, outside the airport boundary.

Please discuss and make changes if needed to the “helipad” land use grid.

HELIPAD	RR	UR	RO	CBD	TCD	GBD	GC1	GC2	EEMU	MC	MI	OSR	BCWP
CUP needed								？**			X		？***
Permitted outright			Attorney *										
Not Allowed	X	X		X	X	X	X		X	X		X	

* Staff will seek recommendation from City Attorney.

** This refers to the area outside the airport boundary.

** *Please discuss “helipads” as a land use, or not, in the BCWPD.

The Commission also discussed when helicopter activity becomes a land use, as in frequency based on the number of flights per day and/or month, with each take-off and landing being a separate flight. Staff will work with the City Attorney on how best to address this, or the best maybe, not to be too descriptive. We'll report back.

8 flights in 30 days, and
4 flights in 24 hours
Time of day from 87am to sunset or no later than 8 pm

The Commission also discussed FAA's involvement in Heliport certification. Staff confirmed with the FAA experts that FAA does not certify "heliports". Instead, "heliports" are inclusive of airport certification. The reasons cited for not certifying heliports are:ⁱⁱ

- The typical helicopter does not carry a more than 9 passengers
- Few helicopters are used for "scheduled passenger operations."
- Very few air carriers are involved, in fact only one heliport is voluntarily certified under Part 139.
- Heliport operators are encouraged to follow the FAA Advisory Circular "Heliport Design."

Timeline

This spring staff will work with the City Attorney on a draft ordinance for your review. When the HAPC is satisfied with the draft, we can post it on the City's website. Interested parties would have the summer to consider the ordinance and public hearings would be scheduled for the fall of 2014.

ⁱ Federal Aviation Administration, Part 1 – Section 10 Definition of Terms 150/5370-10F Sept., 30, 2011

ⁱⁱ Federal Aviation Administration, Part 139 Airport Certification, Feb. 3, 2014



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STAFF REPORT PL 14-25

TO: Homer Advisory Planning Commission (HAPC)
THROUGH: Rick Abboud, City Planner
FROM: Dotti Harness-Foster, Planning Technician
MEETING: March 5, 2014
SUBJECT: Itinerant Merchants (IM) and Mobile Food Service Vendors (MFS).

The Itinerant Merchants (IM) and Mobile Food Service vendors (MFS) conversation is multi-layered and is bound together with multiple City departments and DEC's Food Safety and Sanitation standards. The purpose of this staff report is to provide an update to the Commission. No action is needed at this time.

At the Feb. 5, 2013 the Commission directed staff to explore:

1. Allowing food vendors to connect to water/sewer connections,
2. Extending an Itinerant Merchant license from 60 days to 120 days per calendar year, and
3. License information about Department of Environment Conservation's (DEC) Food Safety and Sanitation Program.

Water/sewer connections: The Planning Office and the Public Works Department will work together to identify if/when a Mobile Food Vendors can connect to City water/sewer. These standards are in Title 14 Public Services.

60 days to 120 days per calendar year: The Planning Office and the Police Department will work together to identify the pros and cons of extending the time period for an Itinerant Merchant license from 60 days to 120 days per calendar year. Mobile Food Vendors can operate year-round, year-after-year with no limits on the number of days per year, HCC 8.11.050. Why these timelines are different, I don't know. These standards are in Title 8 Permits, Licenses and Regulations which is administered by the Police Department.

DEC: has a statewide program to monitor, inspection and license Mobile Food Service Units. In a nutshell, the licensing program requires basic health, sanitation with nearby garbage containers. DEC allows connection to public water and sewer regardless of the length of stay, a kiosk, a mobile unit with wheels, on the move, or not. Granted water/sewer connections can be expensive, but there are sites where stub-outs are available, yet our standards don't allow connection.

To avoid getting into the weeds of Type 1, Type 2, sink compartments, Food Worker Cards and safe food handling protocols, attached is an outline of DEC's Food Safety & Sanitation Program and the Application for Food Establishment Permit.

Locations: Mobile Food Vendors are allowed on private property and must be setback 15 ft from rights-of-way, HCC 8.11.070. A Mobile Food Vendor may not operate in front or immediately adjacent to an established business offering the same or similar commodities, HCC 8.11.070. There are no location standards for Itinerant Merchants.

Restrooms: The City has no standards for proximity to restrooms. The DEC application asks that a toilet (for employees) be within 200 ft. Ideally there are public restrooms nearby, but it's not a requirement.

Signs: These small structures are allowed 30 sf of signage.

Next steps: No action is needed at this time. Staff will explore possible solutions with the Public Works Department and the Police Department and report back to the Commission.

Att: DEC's Food Safety & Sanitation Program
DEC's Application for Food Establishment Permit.

Division of Environmental Health

Food Safety & Sanitation Program

State of Alaska > DEC > EH > Food Safety and Sanitation Program > Mobile Food Service Units

Guidelines for Mobile Food Service Units

Program Manager: Nancy Napolilli
(907) 269-7501Type I - Units With Prepackaged Food Items, or Non-potentially Hazardous Beverages
Dispensed From Protected Equipment

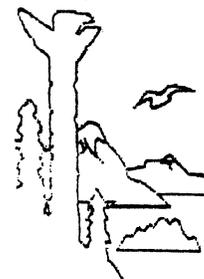
Type II - Units With Food Prep

Type I - Units With Prepackaged Food Items, or Non-potentially Hazardous Beverages
Dispensed From Protected Equipment

1. **SOURCE:** food must be prepared and packaged in approved food service or food processing facility.
2. ***WATER:** an adequate potable water supply system with hot and cold water under pressure must be installed for general sanitation needs.
3. ***WASTEWATER:** a wastewater tank 15% larger than the water supply tank must be installed. Wastewater must be disposed in accordance with law.
4. **EQUIPMENT:** all equipment is to be of easily cleanable design.
 - a. Where needed to maintain temperatures of potentially hazardous foods below 41°F, refrigeration units are required. Effectively insulated units with dry ice or packaged foam may be used to maintain the temperature of precooked products such as frankfurters, and ice cream novelties.
 - b. Where needed to maintain temperatures of potentially hazardous food above 140°F, hot food storage units are required.
 - c. Numerically scaled indicating thermometers must be provided in all units used for food temperature maintenance.
 - d. A one-compartment sink is required for general sanitation needs.
5. **STRUCTURE:** all surfaces are to be finished so smooth, easily cleanable and durable under normal use conditions.
6. ***PROTECTION:** adequate protected storage facilities must be provided in the unit for all food items, condiments and single service items during preparation, transportation, display, service and storage.
7. **FINISHES:** smooth and easily cleanable floors, walls and ceilings with cove molding at floor/wall junctions are required.
8. **LIGHTING:** adequate shielded lighting (50 foot-candles) evenly distributed throughout the unit is needed.
9. **GARBAGE:** easily cleanable covered containers are to be located inside and outside for garbage.
10. **ICE:** ice for drinks, or for storage, must be from an approved source. Food may not be stored in water or undrained ice.
11. **EMPLOYEE PRACTICES:** employees shall wear clean clothing and follow good hygienic practice, including washing hands following any unsanitary practice.

Type II - Units With Food Prep Guidelines

1. **SOURCE:** All food must be from an approved source.
2. **WATER:** an adequate potable water supply system with hot and cold water under pressure must be installed for general sanitation needs.
3. **WASTEWATER:** A wastewater tank 15% larger than the water supply tank must be installed. Wastewater must be disposed in accordance with law.
4. **EQUIPMENT:** All equipment is to be of easily cleanable design.
 - a. Where needed to maintain temperatures of potentially hazardous foods below 41°F, refrigeration units are required. Effectively insulated units with dry ice or packaged foam may be used to maintain the temperature of precooked products such as frankfurters, and ice cream novelties.
 - b. Where needed to maintain temperatures of potentially hazardous food above



Quick Links...

- ▶ Active Managerial Control - Improving Food Safety
- ▶ Recalls and Alerts
- ▶ Contact our Staff
- ▶ Norovirus Information
- ▶ Food Code Proposed Changes Summary

Of Interest...

- ▶ Seafood & Other Food Processors
- ▶ Food Establishments
- ▶ Public Facilities
- ▶ Training
- ▶ Consumers

- c. Numerically scaled indicating thermometers must be provided in all units used for food temperature maintenance.
5. **STRUCTURE:** All surfaces are to be finished so smooth, easily cleanable and durable under normal use conditions.
 6. * **PROTECTION:** Adequate protected storage facilities must be provided in the unit for all food items, condiments and single service items during preparation, transportation, display, service and storage.
 7. **FINISHES:** Smooth and easily cleanable floors, walls and ceilings with cove molding at floor/wall junctions are required.
 8. **LIGHTING:** Adequate shielded lighting (50 foot-candles) evenly distributed throughout the unit is needed.
 9. **GARBAGE:** Easily cleanable covered containers are to be located inside and outside for garbage.
 10. **ICE:** Ice for drinks, or for storage, must be from an approved source. Food may not be stored in water or undrained ice.
 11. **HANDWASH:** A handwash sink with soap and dispensed towels is required in the food prep area.
 12. ***DISHWASHING:** A three compartment sink with drainboards on both sides, and hot and cold water to each sink is required for utensil washing.
 13. **VENTILATION:** A hood and grease collection system is required for equipment, which produces grease vapors.
 14. **EMPLOYEE PRACTICES:** Employees shall wear clean clothing and follow good hygienic practices, including washing hands following any unsanitary practice. Hair restraints must be worn. Outer clothing and personal items shall be stored in a storage unit provided for this purpose.
 15. ***GENERAL CLEANING:** Mop sink is required for general cleaning.

*Consideration would be given to waiving indicated items if provided at the commissary.

A letter of agreement between the mobile operator and approved commissary would need to be submitted in conjunction with any waiver requests, and would need to stipulate those services to be provided at the approved commissary.

The above are guidelines only and do not supersede compliance with 18 AAC 31.

State of Alaska myAlaska DEC Staff Directory Webmaster DEC Home EH Home Division Info EH Contacts



Application for Food Establishment Permit

Alaska Department of Environmental Conservation
Division of Environmental Health
Food Safety and Sanitation Program



Permit ID: _____

Section 1 - GENERAL INFORMATION (All applicants complete entire section - please print)

Purpose (check one) New Information Change Extensive Remodel Change of owner/operator Reactivate

Owner/Business Information	Name of Entity or Owner Responsible for Food Service		AK Business License #		
	Business/Corporate Mailing Address	City	State	Zip	
	Business/Corporate Phone	Email			
	Owner(s) or Corporate Officer(s) & Title(s) or Responsible Party			Fax	
	Type of Entity <input type="checkbox"/> Individual <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Other:				

Establishment Information	Establishment Name	Physical Location	Nearest Community	
	Establishment Mailing Address	City	State	Zip
	Establishment Phone	Fax	Contact Person	
	Establishment Physical Address	City	State	Zip

SEATING: (Food Service Only) N/A 25 or less 26-100 > 101

TYPE OF OPERATION Please describe the type of facility you plan to open below (i.e. restaurant, bar, grocery store, etc.)

SECTION 2 - NEW OR EXTENSIVELY REMODELED FACILITIES

a. A plan review will be required if your facility has never been permitted by the Alaska's Food Safety and Sanitation Program; has not had an active permit in the last five years; will be extensively remodeled; or is a new construction. If any of these apply, a Plan Review Application is required to process your application. Have you attached the Plan Review Application? Yes No

SECTION 3 - COMPLETE FOR ALL FOOD ESTABLISHMENTS (Check all that apply)

FOOD SERVICE ESTABLISHMENTS

a. A copy of your menu will be required. Have you attached a copy of the proposed menu? Yes No

b. Attach appropriate label, placard, or menu notation for the consumer advisories if you serve:
 Wild Mushrooms Unpasteurized juices Farmed halibut, salmon, or sablefish
 Raw/undercooked animal foods such as beef, shell eggs, lamb, pork, poultry, seafood, and shellfish.

c. Methods of food preparation (check the one that most closely describes the establishment):
 Assembly of Ready to Eat Foods Cook and Serve
 Hot or cold Service for 2 hours or more is done
 Complex (Preparation 1 day or more in advance, cooling and reheating is done).

d. Style of Service: Counter Service Self Service (i.e. buffet line, salad bar) Table Service
 Other:

e. Do you plan to operate as a caterer? Yes No

If yes, list all the equipment used to protect food from contamination and maintain product temperature during:
Transportation: _____ Hot or Cold Holding: _____

Permit ID(s) _____

Establishment Name(s) _____

- f. Will your food establishment be a kiosk or mobile unit? Yes No
- Are employee toilets available within 200 feet? Yes No
If you have an agreement with another business to use their restrooms, please attach written verification.
- Portable water tanks, plumbing, and hoses are NSF or FDA approved components? Yes No
- If you have a kiosk, is it located outside of a building? Yes No
- Will you have a service provide water or remove wastewater? Yes No
If yes, provide a letter of agreement from water hauler or wastewater hauler outlining services provided and frequency.

- g. Will another permitted food establishment (commissary) provide support to your facility? If yes, attach a copy of the Commissary Agreement. Yes No

FOOD PROCESSORS

- a. A copy of a label for each type of product you will produce is required. Have you attached food labels of each product to be produced? Yes No
- b. Describe who you will be distributing your product to (i.e. grocery stores, etc):

- c. Will you be doing any of the following processes? Check all that apply.
- Reduced Oxygen Packaging Smoking Other:
- Low Acid Canned Foods Curing
- Shelf Stable Acidified Foods Dehydrating
- Be sure to check with your local Environmental Health Officer for any applicable forms and FDA requirements.*

- d. Do you have a HACCP Plan? Yes No N/A
Required for high hazard food processors such as smoking, curing, acidifying, dehydrating, thermally processing low acid foods, reduced oxygen packaging, etc.

- e. You are required to have a product coding system and a recall plan. Have you attached a copy of the coding system and recall procedures? Yes No

MOBILE RETAIL VENDOR SELLING SEAFOOD

- a. A list of products that you will be selling is required. Have you attached a copy of the list of products? Yes No
- b. Provide names of suppliers where you will be purchasing your product:

- c. Will **all** of your product be prepackaged? Yes No

- d. Will another permitted food establishment (commissary) provide support to your facility? If yes, attach a copy of the Commissary Agreement. Yes No

MACHINES VENDING POTENTIALLY HAZARDOUS FOODS

- a. Have you attached the label that will be affixed to the front of each machine with name, physical address, and phone number of the permitted food establishment servicing the machine? Yes No

SECTION 4 – Food Managers Certification/Alaska Safe Food Worker Card

- a. Have you attached a copy of a Food Manager's Certification? Yes No N/A
The operator of a food establishment that serves and prepares unwrapped or unpackaged food, except for a bar, tavern, or limited food service, must have at least one Certified Food Protection Manager who is involved in the daily operations of the establishment.

- b. Does everyone who works or will work at the food establishment have a Food Worker Card? Yes No N/A
An operator of a food establishment shall keep on file a copy of the Food Worker Card issued by the department for each employed food worker and make the copy available to the Department upon request.

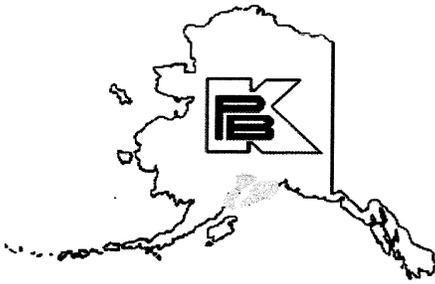
I declare, under penalty of unsworn falsification, that this application (including any accompanying statements) has been examined by me and to the best of my knowledge and belief is true, correct, and complete. I agree to pay all fees before operating.

Applicant's Signature _____

Date _____

Applicant's Printed Name _____

Title _____



KENAI PENINSULA BOROUGH

PLANNING DEPARTMENT

144 North Binkley Street • Soldotna, Alaska 99669-7520

PHONE: (907) 714-2200 • **FAX:** (907) 714-2378

Toll-free within the Borough: 1-800-478-4441, Ext. 2200

www.borough.kenai.ak.us

**MIKE NAVARRE
BOROUGH MAYOR**

February 18, 2014

NOTICE OF POSTPONEMENT KENAI PENINSULA BOROUGH PLAT COMMITTEE

MEETING OF FEBRUARY 10, 2014

RE: Barnett's South Slope Subdivision Quiet Creek Park Preliminary Plat

At their regularly scheduled meeting of February 10, 2014, the KPB Plat Committee postponed action on the proposed preliminary plat until brought back by staff. Staff has tentatively rescheduled the public hearing for the March 10, 2014 Plat Committee meeting.

This notice and unapproved minutes of the subject portion of the meeting were sent February 18, 2014 to:

City of: City of Homer
491 E. Pioneer Avenue
Homer, AK 99603

Advisory Planning Commission/Community Council: Homer Advisory Planning Commission
491 E. Pioneer Avenue
Homer, AK 99603

Survey Firm: Seabright Survey + Design
1044 East Road, Suite A
Homer, AK 99603

Subdivider/Petitioner: Tony Neal, Manager
Quiet Creek Park, LLC
PO Box 3368
Homer, AK 99603-3368

Interested Parties: Margaret Anderson
PO Box 115
Homer, AK 99603

Paul Gavenus
PO Box 1752
Homer, AK 99603

Maren Bennett
PO Box 115
Homer, AK 99603

Katherine George
542 Mountain View Drive
Homer, AK 99603

Clyde Boyer, Jr.
Vivian Finley
455 Elderberry Dr.
Homer, AK 99603

Tom Klzzia
PO Box 467
Homer, AK 99603

Ginny Espenshade
PO Box 1752
Homer, AK 99603

Devony Lehner
devonylehner@gmail.com

Kate McNulty
421 Mountain View Dr.
Homer, AK 99603

Rebecca Paul
502 Mountain View Drive
Homer, AK 99603

Francie Roberts
495 Mountain View Drive
Homer, AK 99603

John & Jocelyn Rohde
552 Elderberry Drive
Homer, AK 99603

Michael Ronda
7710 15th Avenue SW
Seattle, WA 99106

William & Marianne Schlegelmilch
PO Box 2086
Homer, AK 99603

William S. Walters
PO Box 224
Homer, AK 99603-2224

Laura Murphy
561 Mountain View Dr.
Homer, AK 99603

Diana Sedor
4264 Kramer
Homer, AK 99603
Ladydi1339@yahoo.com

Larry Slone
Larryslone222@yahoo.com

Kathy Smith
4139 Kachemak Way
Homer, AK 99603

Marianne Snowden
1112 Aurora Ct.
Homer, AK 99603-7700

Leo & Nancy Vait
PO Box 1532
Homer, AK 99603

KPB File Number: 2014-016

AGENDA ITEM E. SUBDIVISION PLAT PUBLIC HEARINGS

2. Barnett's South Slope Subdivision Quiet Creek Park (name to change)
KPB File 2014-016; Seabright/Quiet Creek Park LLC

STAFF REPORT

Plat Committee Meeting: 2/10/14

Location: City of Homer
Proposed Use: Residential
Water/Sewer: City
Zoning: Rural Residential
Assessing Use: Vacant
Parent Parcel Number(s): 177-020-89

Supporting Information:

January 9, 2006

The KPB Plat Committee conditionally approved a preliminary plat for the subject property. The plat subdivided the parcel into 94 lots ranging in size from 10,235 to 85,989 square feet. Six lots were designated as parks. Rights-of-way that were matched or extended included East Hill Road, East Aurora Avenue, Kallman Road, West Aurora Avenue, and South Slope Drive. The plat dedicated two new rights-of-way (Sophie Court and Sabina Circle).

Recording Quiet Creek Park Unit 1 (HM 2006-37), a phase of the proposed plat, and approved time extension requests extended preliminary plat approval to January 9, 2013. Preliminary approval for the subdivision plat expired.

December 4, 2013

Homer Advisory Planning Commission held a public hearing for the preliminary plat on December 4, 2013. Due to the length of the public hearing and time constraints, the Homer Commission agreed to carry the public hearing forward to their January meeting.

January 2, 2014

Homer Advisory Planning Commission continued the plat's public hearing. After listening to site visit reports by commissioners and additional public comments, the Homer Commission granted conditional approval by a majority vote.

January 6, 2014

Homer Planning Commissioner Slone gave notice of reconsideration of the Commission's action on Barnett's South Slope Subdivision Quiet Creek Park.

January 15, 2014

The motion to reconsider the Homer Advisory Planning Commission's action on Barnett's South Slope Subdivision Quiet Creek Park failed. The Homer Commission's January 2, 2014 decision stands.

February 10, 2014

The proposed plat subdivides an approximate 37-acre parcel into 71 lots and 4 parks (Park A, Park B, Park C, and Park D). Residential lots range in size from 9,706 to 28,965 square feet. The park lots range in size from 2,247 square feet to 1.6 acres. The subdivision is served by city water and sewer. This platting action is dedicating the following rights-of-way:

1. 60-foot extension for Nelson Avenue from the eastern boundary to the western boundary connecting with Anderson Street with slope easements granted.
2. 60-foot right-of-way that connects with the existing South Slope Drive.
3. 60-foot unnamed cul-de-sac extending north off Nelson Avenue.
4. 60-foot unnamed cul-de-sac extending south off Nelson Avenue.

Homer Advisory Planning Commission's January 2, 2014 recommendations for approval for the plat follow:

1. Increase the size of Lot 2 to meet the dimensional size requirement of 10,000 square feet. Elimination or reduction in size of Park A to meet this requirement is acceptable.
*Borough staff comments: Lot 2 contains 9,706 square feet. **Staff recommends** Lot 2 be redesigned so it meets the dimensional size requirement per Homer City Code.*
2. A development agreement is required.
*Borough staff comments: **Staff recommends** compliance per KPB 20.16.060.*
3. The shared driveways shall meet fire department access requirements.
Borough staff comments: Three submittals were provided for KPB review. One submittal was a standard preliminary plat, one submittal provided contours (intervals were not labeled), and one submittal showed the public pedestrian trail easements, low wet areas, slopes greater than 20 percent, drainages, creeks, and 18' shared private driveways.

All lots being created front existing right-of-way or dedications provided by this platting action so the letter of 20.20.200 has been met. The submittal with the shared private driveways shows the driveways meander across multiple lot lines.

Staff is very concerned that significant problems will arise in the future when property owners disagree about rights to use the shared private driveways, maintenance of the driveways, trespass, etc. The intent of the flag portion of a flag lot is to provide actual physical driveway access to the lot. A flag lot that does not provide practical physical access within the flag does not meet the intent of 20.20.200.

*If the private driveways can accommodate roadways that can accommodate a 32-foot fire truck, the terrain can accommodate dedicated public right-of-way with additional easements granted for slopes and/or drainages. The eastern proposed driveway and the western proposed driveway depict tight radius corners that may not be able to allow passage of a larger vehicle. **Staff recommends** redesign so all lots being created front dedicated constructible public access per KPB 20.20.200 and eliminate most of the flag lot connections. Each curve must be designed to allow for large emergency vehicles easy and timely ingress and egress.*

Staff encourages the Committee to consider exceptions needed to accommodate public right-of-way dedications so no property owner has to rely on the continuous goodwill of a neighbor in order to have physical access to their property.

4. The developer shall clarify with Public Works prior to final platting which creeks shown on the plat have a drainage easement and the width of the easements.
Borough staff comments: The submittal provided for KPB review depicts the drainages; however, the drainages are difficult to discern. KPB Code does not provide guidance for drainage or bank maintenance easements. Since the City of Homer is going to accept responsibility for the drainage easements and stream bank maintenance easements, it would be prudent to clearly label them including the width.
5. Continue the 15 foot utility easement around the bulb of Sophie Court.
Borough staff comments: Plat Note 2 grants a 15-foot utility easement along all rights-of-way. Plat Note 2 is sufficient to grant these easements. It is not necessary to also graphically depict these easements.

6. Work with the City of Homer and the Kenai Peninsula Borough address officer on E911 compliant street names.
*Borough staff comments. **Staff recommends** compliance per KPB 20.20.150. Carrie Henson, Addressing Officer, checks and approves street names for KPB and may have helpful suggestions.*

7. During the first phase of construction, build Nelson Avenue and Ronda Street from East End Road all the way to the intersection with South Slope Drive, and that portion of South Slope Drive within the subdivision.
Borough staff comments: This is a development matter to be worked out with the City of Homer prior to final plat.

8. Construct fire hydrants as part of the subdivision.
Borough staff comments: This is a development matter to be worked out with the City of Homer prior to final plat.

9. Dedicate the area shown as Park "A" as future right of way providing access to the south of the subdivision.
Borough staff comments: The plat is dedicating Nelson Avenue as a full 60-foot width right-of-way per KPB 20.20.110. KPB staff cannot cite KPB Code to support the Homer Advisory Planning Commission's recommendation.

*Park A contains 2,247 square feet. Homer City Code does not define or provide requirements for park lots, such as minimum lot size or allowance for wastewater disposal. The city follows unwritten policy for park lots; therefore, staff must rely on Homer City Codes for minimum lot size regardless of proposed use. **Staff recommends** Park A be redesigned so it contains 10,000 square feet in accordance with HCC 21.12.040.*

An alternative to enlarging Park A to meet HCC 21.12.040 is to add square footage to Lot 2 so it meets Homer City Code and include the remaining square footage of Park A in the right-of-way dedication per Homer Advisory Planning Commission's recommendation.

10. A fire department accessible shared driveway provides reasonable access to Lot 8 and Tract A, AA Mattox Sub 1958 Addn, in lieu of a full right of way dedication to these lots.
Borough staff comments: Lot 8 AA Mattox Subdivision 1985 Addition is landlocked. Staff's recommendation to convert private shared driveways to public rights-of-way will extend public access to Lot 8 AA Mattox Subdivision 1985 Addition per 20.20.030.

Per Planning Commission Resolution 2000-25, if the Certificate to Plat indicates any beneficial interests affect this property, they will be notified and given 30 days from the date of the mailing of the notification to respond. They are given the opportunity to notify staff if their beneficial interest prohibits or restricts subdivision or requires their signature on the final plat. If no response is received within 30 days, staff will assume they have no requirements regarding the subdivision and it may be finalized.

A physical address was not assigned to the parent parcel.

Staff recommends that notes be placed on the final plat indicating any exceptions granted by the Plat Committee with the meeting date.

Exception Requested:

- A. Length of south cul-de-sac (KPB 20.20.090). The cul-de-sac is approximately 786 feet along the centerline. The reason is due to topography. There is a large ravine west that precludes extending the right-of-way to the property line. We are accessing this cul-de-sac with three public trail easements.

Staff Discussion: Per KPB 20.20.090, maximum cul-de-sac length is 1,000 feet. An exception is not required.

Exception Requested:

- B. Radius of Curve 11 (KPB 20.20.120). The radius is located at the intersection and is perpendicular with Nelson Avenue.

Findings

1. The radius is located at the intersection and is perpendicular with Nelson Avenue.
2. The area adjoining Curve 11 is not affected by a drainage, low wet area, or slopes greater than 20 percent per the submittal.
3. Lot 30 (west of Curve 11) contains 23,101 square feet.
4. Lot 22 (east of Curve 11) contains 19,781 square feet.
5. Curve 11 is at the intersection of the southern cul-de-sac.
6. Through traffic will not be possible on the cul-de-sac so vehicular travel will not be as busy as Nelson Avenue.
7. The plat is within the City of Homer.
8. Roads within the plat will be developed per Homer City Code requirements.
9. Homer Advisory Planning Commission approved the plat on January 2, 2014 with no request for additional right-of-way or slope easement adjoining Curve 11.
10. Large vehicles may have trouble negotiating the intersection approaching from the west.

Staff reviewed the exception request and recommends granting approval. Staff recommends the Committee select the findings they determine are applicable, make additional findings if needed, tie the findings to the following facts, and vote on the exception in a separate motion.

20.24.010 provides that the commission (committee) may authorize exceptions to any of the requirements set forth in Title 20. This section also states - The commission (committee) shall find the following facts before granting any exceptions:

1. That special circumstances or conditions affecting the property have been shown by application;
Findings 1-9 support this fact.
2. That the exception is necessary for the preservation and enjoyment of a substantial property right and is the most practical manner of complying with the intent of this title;
Findings 1-9 support this fact.
3. That the granting of the exception will not be detrimental to the public welfare or injurious to other property in the area in which said property is situated.
Findings 1 and 6-9 support this fact.

STAFF RECOMMENDATION: Grant approval of the preliminary plat subject to any above recommendations, and the following conditions and findings:

REVISE OR ADD TO THE PRELIMINARY PLAT IN ACCORDANCE WITH THE PROVISIONS CONTAINED IN KPB 20.12 (FORM AND CONTENTS), KPB 20.14 (WASTEWATER DISPOSAL), AND KPB 20.20 (DESIGN REQUIREMENTS) AS FOLLOWS:

1. **20.12.060. - Form and contents required. The preliminary plat shall be drawn to scale of sufficient size to be clearly legible and shall show the following:**

Platting staff comments: The plat complies with the following portions of 20.12.060: B, C, E, and M.

Platting staff comments: The following portions of 20.12.060 are not applicable to the subject plat: I

Platting staff comments: Additional information is provided for the following portions of 20.12.060 or additional information, revision or corrections are required

- A. Within the Title Block

1. Name of the subdivision which shall not be the same as an existing city, town, tract or subdivision of land in the borough, of which a map or plat has been previously recorded, or so nearly the same as to mislead the public or cause confusion;
 2. Legal description, location date, and total area in acres of the proposed subdivision;
 3. Name and address of owner, and registered land surveyor;
*Platting Staff Comments: The plat's name has already been used for the first phase. **Staff recommends** a new name be provided for the plat, such as Barnett's South Slope Subdivision Quiet Creek Park Unit 2. **Staff recommends** the acreage be confirmed. KPB records show the unsubdivided remainder contains 37.07 acres.*
- D. A vicinity map, drawn to scale showing location of proposed subdivision, north arrow if different from plat orientation, township and range, section lines, roads, political boundaries and prominent natural and manmade features, such as shorelines or streams;
*Platting Staff Comments: **Staff recommends** the Township and Range be included in the vicinity map.*
- F. The names and widths of public streets and alleys and easements, existing and proposed, within the subdivision;
Platting Staff Comments: Rights-of-way, pedestrian ways, drainage easements, slope easements have been shown on three separate submittals.
- G. The names of adjacent subdivisions or an indication that the adjacent land is not subdivided;
*Platting Staff Comments: **Staff recommends:***
 - Provide status labels for HM 84-8 and HM 99-64 along the southern boundary
 - Label the parcel adjoining Lot 5-A-1 along the northern boundary unsubdivided.
 - Clarify the labels for Tasmania Court. This right-of-way is West Tasmania Court and East Tasmania Court.
- H. Approximate locations of areas subject to inundation, flooding or storm water overflow; when adjacent to lakes or non-tidal streams the line of ordinary high water, wetlands. If applicable, cite the appropriate study which identifies a flood plain;
Platting Staff Comments: Low wet areas have been shown and labeled. Copies of the Corps of Engineers wetland permits and wetlands delineation are included with the City of Homer staff report PL 14-05. Plat Notes 5 and 6 put the public on notice that the Corps of Engineers and City of Homer need to be contacted prior to development.
- J. Block and lot numbering per Section 20.16.110 and approximate dimensions and total numbers of proposed lots;
Platting Staff Comments: The lot numbers mostly follow a north/south pattern crossing rights-of-way. Blocks were not created.
- K. Within the limits of first class cities, the approximate location of known existing municipal sewers, water mains, and other utilities within the subdivision and immediately abutting thereto;
Platting Staff Comments: Homer Advisory Planning Commission did not request additional information be shown. A map showing the city's water and sewer lines per KPB GIS mapping is in the plat file.
- L. Contours at suitable intervals when any roads are to be dedicated unless the planning director or commission finds evidence that road grades will not exceed 6 percent on arterial streets, and 10 percent on other streets.
Platting Staff Comments: Contours have been provided; however, the intervals were not labeled. Staff would like to review the proposed roadway design drawings when available.

20.12.070. - Statement required when—Contents. Information which is not shown on the plat shall be presented in written or mapped form and shall include:

Platting staff comments: The submittal complies with 20.12.070 (A-D).

2. KPB 20.14 -- Wastewater Disposal

Platting Staff Comments: A soils report is not required per KPB 20.14.070. The appropriate wastewater disposal note is on the plat.

3. KPB 20.20 Design Requirements -- 20.20.010. - Standards applicable.

Platting staff comments: The plat complies with the following portions of 20.20: 20.20.035, 20.20.090, 20.20.110, 20.20.140, 20.20.210, and 20.20.235.

Platting staff comments: The following portions of 20.20 are not applicable to the subject plat: 20.20.020, 20.20.050, 20.20.060, 20.20.100, 20.20.130, 20.20.230, 20.20.240, and 20.28.

Platting staff comments: Additional information is provided for the following portions of 20.20 or additional information, revision or corrections are required

20.20.030. - Proposed street layout—Requirements.

Platting Staff Comments: Kallman Road and a portion of Nelson Avenue adjoin the Lots 15, 16, and 21. This area is affected by steep terrain and a creek. Per the Homer City staff report, the surveyor and City Public Works Director agreed that a connection to Kallman Road was too steep to construct and would not meet city road standards. Requiring a dedication over terrain too steep and wet to construct is not an appropriate projection.

The proposed plat provides a 60-foot dedication for Nelson Avenue adjoining the eastern boundary and dedicates it to the western boundary of the plat connecting it with Anderson Street. A 60-foot right-of-way dedicated off Nelson Avenue connects with the existing dedication for South Slope Drive.

Steep and wet terrain limits the practical locations for rights-of-way.

If the subject plat is approved and recorded as submitted, the city may need to entertain a name change for the segment of Nelson Avenue adjoining Lots 15, 16, and 21 in the future to eliminate a duplicate street name.

20.20.040. - Easements—Requirements.

Platting Staff Comments: **Staff recommends** compliance with the recommendations submitted by the utility providers.

20.20.070. - Alleys.

Platting Staff Comments: Homer Advisory Planning Commission did not recommend alleys.

20.20.080. - Streets—Grades required.

Platting Staff Comments: The submittal shows rights-of-way being dedicated by this platting action cross slopes greater than 20 percent, low wet areas, and drainages. The Corps of Engineers issued permits and wetland determinations for the subdivision. Slope and drainage easements are being granted by this plat. The subdivision is within the City of Homer, and development within the plat must comply with the requirements of the zoning district. The Homer Advisory Planning Commission conditionally approved the plat.

Per 20.16.060, evidence of compliance with any city ordinances concerning the installation of improvements shall be provided by the subdivider in the form of a written statement from the appropriate city official that improvements required by city ordinance are or will be installed. Such evidence of compliance shall be a part of the final plat submission and the time for action by the commission as required by Section 20.16.170 shall not commence until said evidence is submitted.

20.20.150. - Streets—Name requirements.

Platting Staff Comments: **Staff recommends** the surveyor/owner work with Carrie Henson, Addressing Officer, to assist with selecting names for the unnamed cul-de-sacs.

20.20.160. - Blocks—Length requirements—Generally.

Platting Staff Comments: The proposed plat brings the block into compliance with 20.20.160.

20.20.170. - Pedestrian ways required when.

*Platting Staff Comments: Six public pedestrian trails easements are being granted by this platting action. The trail easements have been included in the City of Homer's acceptance statement. Three trails about the Homer High School parcel to the south. **Staff recommends** the width of the trail easements be labeled.*

20.20.180. - Lots—Dimensions.

*Platting Staff Comments: **Staff recommends** the standard plat note for flag lots be placed on the final plat: No structures are permitted within the panhandle portion of any flag lot(s).*

*Several flag lots are large enough to be further subdivided; none of the flags are 60 feet wide. **Staff recommends** a note be placed on the final plat indicating possible limitations on further subdivision of flag lots large enough to be further subdivided based on access issues, development trends in the area, or topography.*

20.20.190. - Lots—Minimum size.

*Platting Staff Comments: **Staff recommends** redesign of Lot 55 so it contains 10,000 square feet per Homer City Code 21.12.040.*

*Park C contains 9,297 square feet. Homer City Code does not define park lots, such as minimum lot size or allowance for wastewater disposal. The city follows unwritten policy for park lots; therefore, staff must rely on Homer City Codes for minimum lot size regardless of proposed use. **Staff recommends** Park C be redesigned so it contains 10,000 square feet in accordance with HCC 21.12.040.*

20.20.200. - Lots—Access to street.

*Platting Staff Comments: Staff addresses concerns about the flag lots that provide access per 20.20.200 but do not actually provide practical physical access in the Homer Advisory Planning Commission's third recommendation. Staff is very concerned about the only practical physical access for lots being a shared private driveway. **Staff Recommends** redesign of shared driveway access to be a formal right-of-way dedication(s).*

20.20.220. - Lots—Double frontage prohibited when.

Platting Staff Comments: Lots 22, 25, 30, 33, 50, 29, 69, and 71 have double frontage and are less than 250 feet deep. All double frontage lots are corner lots, which by their nature have double frontage. Redesign to make each lot larger is the only way all of them will comply with 20.20.220.

The subdivision is within the City of Homer. Development within the subdivision must comply with the permits issued by the Corps of Engineers and the requirements of the zoning district. Homer Advisory Planning Commission conditionally approved the plat on January 2, 2014 with no mention of concerns about the double frontage lots.

Staff recommends the Committee concur that the double frontages are acceptable based on other physical conditions.

20.20.250. - Different standards in cities.

Platting Staff Comments: Homer Advisory Planning Commission did not recommend application of different standards.

20.20.260. - Flood plain requirements.

Platting Staff Comments: Per the River Center review, the subdivision is not affected by the Anadromous Stream Habitat Protection District and the City of Homer administers a floodplain program through HCC 21.41 Flood Prone Areas. Per the Homer City staff report, the subdivision is within Flood Zone D, flood hazards undetermined.

Per KPB GIS mapping, no anadromous streams flow through the subdivision.

4. Additional requirements for administrative approval of the final plat (KPB 20.16) -- 20.16.010. - Preparation requirements generally.

Platting staff comments: The plat complies with the following portions of 20.16: 20.16.100.

Platting staff comments: The following portions of 20.16 are not applicable to the subject plat: 20.16.035 and 20.16.070.

Platting staff comments: Additional information is provided for the following portions of 20.16 or additional information, revision or corrections are required

20.16.020. - Filing—Form and number of copies required.

*Platting Staff Comments: **Staff recommends** two full size copies of the plat be provided for final review. Electronic submission is not acceptable.*

20.16.030. - Certificate of borough finance department required.

*Platting Staff Comments: **Staff recommends** compliance with 20.16.030.*

20.16.040. - Dedication of public use lands. Any land shown on a plat as an open to public use park or other public area must be dedicated on the final plat to a tax exempt governmental entity. **Any dedication on the plat of an open to public use park, recreational, or other area will be deemed an irrevocable offer of the subject land for the dedicated purpose.** The planning commission may disapprove or reject any such dedication but acceptance of the plat shall not constitute final acceptance of any irrevocable offer to dedicate the land. The borough shall not be deemed to be the owner of any such dedicated lands until the borough specifically accepts ownership of the dedicated lands.

*Platting Staff Comments: The submittal shows 4 park parcels (Park A, Park B, Park C, and Park D). **Staff recommends** the park lot(s) be included in the acceptance statement that will be signed by the City of Homer.*

20.16.045. - Dedication and construction of anadromous waterbody crossings.

Platting Staff Comments: Per KPB GIS mapping, the creeks are not anadromous.

20.16.046. - Dedications parallel to waterbodies.

Platting Staff Comments: Corps of Engineers permits and wetland determinations have been obtained.

20.16.050. - Plat specifications.

*Platting Staff Comments: **Staff recommends** compliance with 20.16.050.*

20.16.060. - Improvements—Installation agreement required.

*Platting Staff Comments: Per Homer City staff report PL 13-96 an installation agreement is required. **Staff recommends** compliance with 20.16.060.*

20.16.080. - Dimensional data required.

*Platting Staff Comments: Numerous lots do not have bearings. **Staff recommends** compliance with 20.16.080.*

20.16.090. - Accuracy of measurements.

*Platting Staff Comments: The GIS Division will confirm closure meets 20.16.090 when the final plat is submitted. **Staff recommends** compliance with 20.16.090.*

20.16.110. - Block and lot numbering.

*Platting Staff Comments: **Staff recommends** the lots be renumbered to be sequential. Creation of blocks may be helpful with lot numbering.*

20.16.120. - Utility easements.

*Platting Staff Comments: **Staff recommends** compliance with the recommendations submitted by the utility providers.*

20.16.130. - Easements.

Platting Staff Comments: **Staff recommends** compliance with 20.16.130.

The eastern boundary of the plat adjoins a section line. HM 2009-51 (EV-3-044) vacated 28 of the 33-foot section line easement within the subject plat. Staff recommends the 5-foot section line easement affecting the eastern boundary of the subdivision be shown and labeled.

The trail, slope, drainage, and bank maintenance easements are being accepted by the City of Homer.

20.16.140. - Other data required by law.

Platting Staff Comments: **Staff recommends** compliance with 20.16.140.

20.16.145. - Plat notes.

Platting Staff Comments: Additional plat notes may be required based on easements/covenants in the final Certificate to Plat.

Plat Note 4 is a duplicate of Plat Note 6. Plat Note 4 may be removed.

Staff recommends the spelling of is be corrected in Plat Note 1.

20.16.155. - Certificates, statements and signatures required.

Platting Staff Comments: **Staff recommends** compliance with 20.16.155.

Staff recommends the year in the Notary's Acknowledgement be corrected.

An LLC owns the property. The State of Alaska corporation database does not list all members of the LLC. Staff recommends written documentation, such as a corporate resolution, be provided prior to final plat confirming who is authorized to sign the plat on behalf of the LLC.

20.16.160. - Survey and monumentation.

Platting Staff Comments: **Staff recommends** compliance with 20.16.160.

20.16.170. - Approval—Authority—Certificate issued when.

Platting Staff Comments: If the Plat Committee conditionally approves the preliminary plat, staff recommends compliance with 20.16.170.

20.16.180. - Administrative approval.

Platting Staff Comments: If the Plat Committee conditionally approves the preliminary plat and the final plat conforms to the conditions, staff will issue an administrative approval with notice to the Planning Commission as set forth in 20.16.180.

20.16.190. - Disapproval. When a plat has been disapproved by the planning commission, it may be refiled once more with corrections for approval within 28 days of notification of first disapproval. If disapproved again, said plat shall be void. A new fee will be required for subdivision of the property in the voided plat.

Platting Staff Comments: If the Plat Committee disapproves the proposed plat, staff recommends findings be cited and adopted in support of the denial.

NOTE: REVIEW OF A DECISION OF THE PLAT COMMITTEE MAY BE HEARD BY THE PLANNING COMMISSION ACTING AS PLATTING BOARD BY FILING WRITTEN NOTICE THEREOF WITH THE BOROUGH PLANNING DIRECTOR ON A FORM PROVIDED BY THE BOROUGH PLANNING DEPARTMENT. THE REQUEST FOR REVIEW SHALL BE FILED WITHIN 10 DAYS AFTER NOTIFICATION OF THE DECISION OF THE PLAT COMMITTEE BY PERSONAL SERVICE OR SERVICE BY MAIL.

A REQUEST FOR REVIEW MAY BE FILED BY ANY PERSON OR AGENCY THAT PARTICIPATED AT THE PLAT COMMITTEE HEARING EITHER BY WRITTEN OR ORAL PRESENTATION. THE REQUEST

MUST HAVE AN ORIGINAL SIGNATURE; FILING ELECTRONICALLY OR BY FACSIMILE IS PROHIBITED. THE REQUEST FOR REVIEW MUST BRIEFLY STATE THE REASON FOR THE REVIEW REQUEST AND APPLICABLE PROVISIONS OF BOROUGH CODE OR OTHER LAW UPON WHICH THE REQUEST FOR REVIEW IS BASED.

NOTICE OF THE REVIEW HEARING WILL BE ISSUED BY STAFF TO THE ORIGINAL RECIPIENTS OF THE PLAT COMMITTEE PUBLIC HEARING NOTICE. CASES REVIEWED SHALL BE HEARD DE NOVO BY THE PLANNING COMMISSION ACTING AS THE PLATTING BOARD (KPB 2.40.080).

END OF STAFF REPORT

STAFF REPORT ADDENDUM

Staff Report Addendum given by Paul Voeller

Plat Committee Meeting: 2/10/14

Location: City of Homer
Proposed Use: Residential
Water/Sewer: City
Zoning: Rural Residential
Assessing Use: Vacant
Parent Parcel Number(s): 177-020-89

After the meeting packet was mailed, staff received a request from the surveyor to postpone action to February 24, 2014. The Homer City Council is scheduled to review the preliminary plat on February 10, 2014; the developer has a design review meeting scheduled with the KPB Planning Director and Platting Officer on February 13, 2014.

Staff recommends the Committee not take action on the plat until comments from the Homer City Council are available.

STAFF RECOMMENDATIONS:

- 1) Open the public hearing and hear anyone wishing to testify.
- 2) Carry the public hearing forward to the February 24, 2014 Plat Committee meeting.

NOTE: REVIEW OF A DECISION OF THE PLAT COMMITTEE MAY BE HEARD BY THE PLANNING COMMISSION ACTING AS PLATTING BOARD BY FILING WRITTEN NOTICE THEREOF WITH THE BOROUGH PLANNING DIRECTOR ON A FORM PROVIDED BY THE BOROUGH PLANNING DEPARTMENT. THE REQUEST FOR REVIEW SHALL BE FILED WITHIN 10 DAYS AFTER NOTIFICATION OF THE DECISION OF THE PLAT COMMITTEE BY PERSONAL SERVICE OR SERVICE BY MAIL.

A REQUEST FOR REVIEW MAY BE FILED BY ANY PERSON OR AGENCY THAT PARTICIPATED AT THE PLAT COMMITTEE HEARING EITHER BY WRITTEN OR ORAL PRESENTATION. THE REQUEST MUST HAVE AN ORIGINAL SIGNATURE; FILING ELECTRONICALLY OR BY FACSIMILE IS PROHIBITED. THE REQUEST FOR REVIEW MUST BRIEFLY STATE THE REASON FOR THE REVIEW REQUEST AND APPLICABLE PROVISIONS OF BOROUGH CODE OR OTHER LAW UPON WHICH THE REQUEST FOR REVIEW IS BASED.

NOTICE OF THE REVIEW HEARING WILL BE ISSUED BY STAFF TO THE ORIGINAL RECIPIENTS OF THE PLAT COMMITTEE PUBLIC HEARING NOTICE. CASES REVIEWED SHALL BE HEARD DE NOVO BY THE PLANNING COMMISSION ACTING AS THE PLATTING BOARD (KPB 2.40.080).

END OF STAFF REPORT ADDENDUM

Chairman Ruffner read the rules by which public hearings are conducted

Chairman Ruffner opened the meeting for public comment.

1. Paul Gavanus, 566 Rainbow Ct, Homer

Mr. Gavenus stated he supports postponement. As they speak, the Homer City Council is deciding what to do about several procedural errors that were done at the Homer Advisory Planning Commission meeting. He received a letter from Walt Wrede, the City Manager dated February 5, 2014 of which he stated he consulted with the Borough and requested postponement for at least 20 days from the evening's City Council meeting. The minimum of 20 days is very important. Mr Gavenus stated that when he received the letter it was too late to put this on the City Council's agenda. The City can put this item on their February 24 agenda, which is the next Borough's Plat Committee meeting. If the Plat Committee simply postpones review to the next meeting, the City of Homer will not have a chance to determine what action they would like to take. He believed that it is the most efficient and in everyone's best interest if the Plat Committee knows they are dealing with a clean preliminary plat when they are conducting their review.

Mr. Gavenus asked that the committee postpone action and honor the City's request for 20 days minimum from this evening's meeting. He thanked the Planning staff who has been a great help and was available to answer questions.

Chairman Ruffner asked if there were questions for Mr. Gavenus. Hearing none, the public hearing continued.

2. Katherine George, 542 Mountain View Dr., Homer

Ms. George stated that her house is near the northwest corner of this proposed Quiet Creek subdivision. She wanted to encourage the Plat Committee to approve staff's recommendations that would replace shared driveways with full right-of-way access as listed in the mailed out staff report. Ms. George also encouraged the Committee to do away with the flag lots that were presented in the preliminary plat. These do not meet KPB 20.20.200 since they do not provide actual physical, practical, and constructible access to that property.

Ms. George also encouraged the Committee to postpone the public hearing to a minimum of 20 days from tonight's meeting because the City of Homer requested that to happen. She carried forward a request from a friend in her neighborhood who has asked if it was possible to use Skype or some similar technology so that it would enable people who live outside of town to participate in that manner so they do not have to drive up to Soldotna.

Ms. George felt that the Planning Department staff did a very thorough job in looking at this subdivision and stated that she appreciated that.

Chairman Ruffner asked if there were questions for Ms George.

Commissioner Lockwood stated that there was only 14 days to the next meeting of February 24. Ms. George replied that was correct. She stated that the City Code allows 20 days for the City Council to respond. Chairman Ruffner stated that the Committee will make sure they have discussion on what type of postponement they will take.

There being no further comments or questions, the public hearing continued.

Seeing and hearing no one else wishing to speak, Chairman Ruffner closed the public comment period and opened discussion among the Commission.

MAIN MOTION: Commissioner Tauriainen moved, seconded by Commissioner Holsten to postpone action on the Barnett South Slope Sub Quiet Creek Subdivision plat until brought back by staff and after the Homer City Council has reviewed it and made comments.

Commissioner Tauriainen asked staff if it was okay to leave that open to give the City a chance to comment on this preliminary plat. Mr. Best replied the March 10 Plat Committee meeting would be the 56th day so they could miss one more meeting but at that meeting they could not postpone it anymore. At that meeting the

Committee could approve, conditionally approve or disapprove the preliminary plat after 56 days which is what the Statute allows for. The Plat Committee would have to make a decision at the March 10 meeting.

Commissioner Tauriainen asked for clarification of what meeting this would have to be addressed. Mr. Best replied that it would be the first meeting in March, March 10. Commissioner Tauriainen asked if this could be postponed until the March 10 Plat Committee meeting. Mr. Best replied that was correct. Commissioner Tauriainen asked if they could postpone until the first meeting of March. Mr. Best replied yes, he just wanted to make the Committee aware that they would need to approve, conditionally approve or disapprove the plat at the March 10 meeting or it would be deemed approved.

Commissioner Holsten asked if that would still apply even if the applicant wanted to slow it down. Mr. Best replied that he would have to research that since the Statute doesn't address if either party or anybody would want to slow it down. He thought by the recommendation of the applicant that they could do postpone further if they felt it was something they wanted to do. Commissioner Holsten stated that it felt that they were working towards something. Mr. Best replied yes.

Chairman Ruffner asked Mr. Best to explain the 56 day rule so that everyone understood State Statute. Mr. Best replied that it provides that when the Borough receives a complete submittal to the Planning Department and they stamp it in then there is a certain amount of time to get it to the Commission, the Commission has 56 days in which to act on it. So from the time staff receives it to the time it is approved or disapproved it is 56 days or 8 weeks.

Commissioner Tauriainen asked if his motion could be amended. Chairman Ruffner replied yes.

AMENDMENT MOTION: Commissioner Tauriainen moved, seconded by Commissioner Holsten to amend the motion to state that the plat be addressed no later than the March 10 Plat Committee meeting.

AMENDMENT VOTE: The amendment motion passed by unanimous consent

CARLUCCIO ABSENT	GROSS ABSENT	HOLSTEN YES	ISHAM YES	LOCKWOOD YES	RUFFNER YES	TAURIAINEN YES	5 YES 2 ABSENT
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Chairman Ruffner stated that he reviewed the staff report carefully and expressed that there were a few things he was concerned about as is staff. He expressed concern regarding the driveways running across lots. Also he expressed concern regarding flag lots that appear to be designed to give access to a dedicated street that are too steep and just not practically buildable. Those were a couple of things that caught his attention. The other one was regarding the drainage ways and wanting to make sure that there were clearly demarcated drainage ways that the City would be taking responsibility for.

There being no further comments or questions, the Committee proceeded to vote.

MAIN MOTION VOTE: The motion to postpone passed by unanimous consent

CARLUCCIO ABSENT	GROSS ABSENT	HOLSTEN YES	ISHAM YES	LOCKWOOD YES	RUFFNER YES	TAURIAINEN YES	5 YES 2 ABSENT
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AGENDA ITEM E. SUBDIVISION PLAT PUBLIC HEARINGS

- 4. Los Altos Subdivision 2013 Addition
KPB 2014-018; Johnson/Neill

Staff Report given by Paul Voeller

Plat Committee Meeting: 2/10/14

Location: Hall Road, Sterling area
Proposed Use: Residential
Water/Sewer: On-site



KENAI PENINSULA BOROUGH

PLANNING DEPARTMENT

144 North Binkley Street • Soldotna, Alaska 99669-7520

PHONE: (907) 714-2200 • FAX: (907) 714-2378

Toll-free within the Borough: 1-800-478-4441 Ext. 2200

www.boroughn.kenai.ak.us

MIKE NAVARRE
BOROUGH MAYOR

KENAI PENINSULA BOROUGH PLANNING COMMISSION NOTICE OF SUBDIVISION/REPLAT (POSTPONED FROM FEBRUARY 10, 2014 MEETING)

Public notice is hereby given that a preliminary plat has been received proposing to subdivide or replat property. You are being sent this notice because you are within 600 feet of the proposed subdivision, or a beneficial interest holder, and are invited to comment. *If you are an owner adjacent to a half right-of-way being dedicated, please be aware that you may be required to match the dedication if your property is subdivided in the future.*

Proposed plat under consideration is described as follows:

Barnett's South Slope Sub Quiet Creek Park

KPB File 2014-016

[Seabright/Neal]

Location: City of Homer

Please Turn Over For Map

A proposed preliminary plat subdivides 38 acres to make 71 lots and 4 parks.

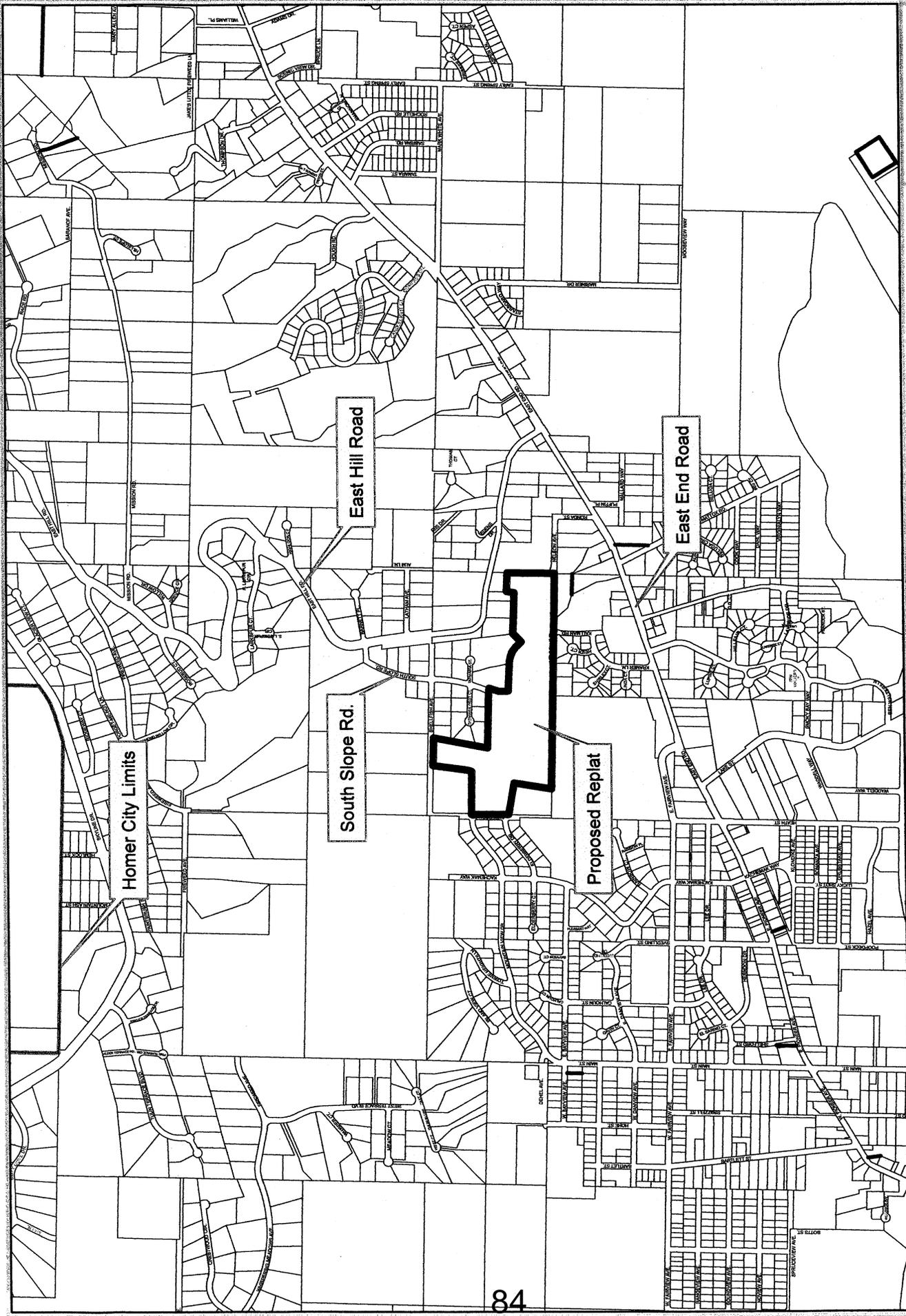
The location of the proposed plat is provided on the attached map. A preliminary plat showing the proposed subdivision may be viewed at the Planning Department. Subdivision reviews are conducted in accordance with KPB Subdivision Ordinance. A copy of the Ordinance is available from the Planning Department. ***Comments should be guided by the requirements of that Ordinance.***

Public hearing will be held by the Kenai Peninsula Borough Plat Committee or Planning Commission on **Monday, March 10, 2014**, commencing at **5:30 p.m.** or as soon thereafter as business permits. Meeting to be held in the Assembly Chambers of the George A. Navarre Kenai Peninsula Borough Administration Building, 144 N. Binkley Street, Soldotna, Alaska.

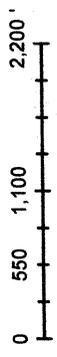
Anyone wishing to testify may come to the above meeting to give testimony or may submit a written statement to the attention of Sylvia Vinson-Miller or Maria Sweppy Kenai Peninsula Borough Planning Department - 144 N. Binkley Street - Soldotna, Alaska 99669. The Planning Department recommends that written comments be received by **Friday, March 7, 2014**. [Written comments may also be sent by Fax to 907-714-2378].

For additional information contact Sylvia Vinson-Miller or Maria Sweppy, Resource Planning Department, 907-714-2200 (1-800-478-4441 toll free within Kenai Peninsula Borough).

Paul Voeller
Platting Officer
Mailed February 20, 2014



Date: 1/13/2014



Vicinity Map

The information depicted hereon is for a graphical representation only of best available sources. The Kernal Peninsula Borough assumes no responsibility for any errors on this map.



From: Sweppy, Maria <MSWEPPY@borough.kenai.ak.us>
Sent: Wednesday, February 26, 2014 8:23 AM
To: Travis Brown
Subject: Barnett's South Slope Subdivision Quiet Creek Park revised preliminary plat
Attachments: Barnetts South Slope Sub Quiet Creek Park revised preliminary plat.pdf

Good morning Travis,

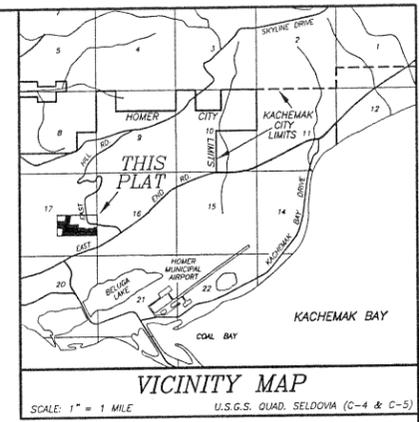
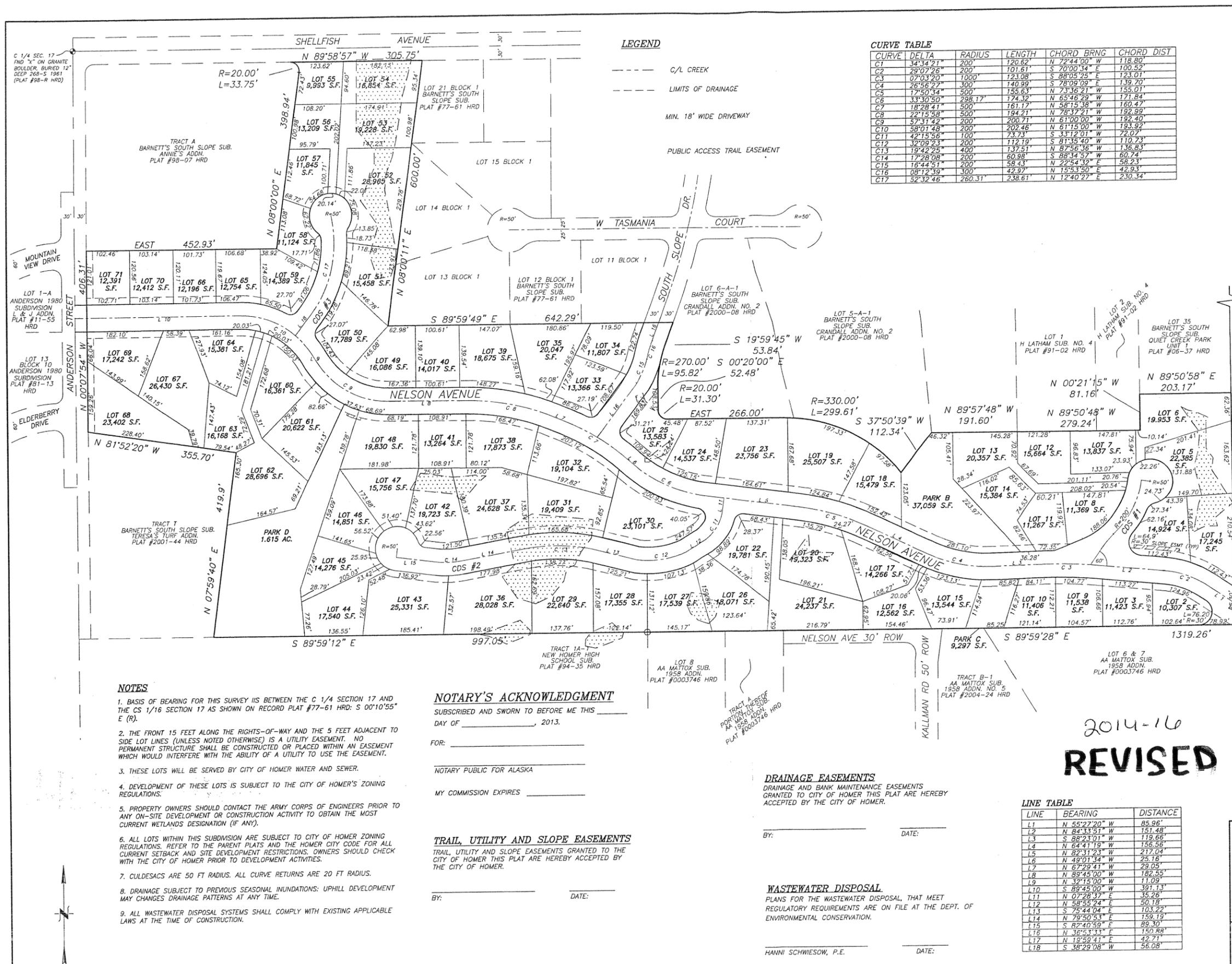
You should have received the March 10 plat public hearing notice for Barnett's South Slope Subdivision Quiet Creek Park by now. A revised preliminary plat was submitted, but it arrived too late to be included in the public hearing notice mailout.

The revised preliminary plat eliminates a park lot, redesigned some flag lots, no longer grants private driveways, and dedicates an additional cul-de-sac off Nelson Avenue. The staff report to the Committee for their March 10 meeting is based on the new plat design.

I thought you would like to have a copy of the revised preliminary plat.

Have a good day!

Maria Sweppy
Platting Specialist



CURVE TABLE

CURVE	DELTA	RADIUS	LENGTH	CHORD BRNG	CHORD DIST
C1	34°34'21"	200'	120.62'	N 72°44'00" W	118.80'
C2	29°07'25"	200'	101.61'	S 70°00'34" E	100.52'
C3	07°03'20"	1000'	123.08'	S 88°05'25" E	123.01'
C4	26°56'27"	300'	140.99'	S 78°09'09" E	139.70'
C5	17°50'34"	500'	155.63'	N 73°36'21" W	155.01'
C6	33°30'50"	298.17'	174.32'	N 65°46'29" W	171.84'
C7	18°28'41"	500'	161.17'	N 58°15'38" W	160.47'
C8	22°15'58"	500'	194.21'	N 78°37'21" W	192.99'
C9	57°31'42"	200'	200.71'	N 61°00'00" W	192.40'
C10	58°01'48"	200'	202.46'	N 61°15'00" W	193.92'
C11	42°15'56"	100'	73.73'	S 33°12'01" W	72.07'
C12	32°09'23"	200'	112.19'	S 81°35'40" W	110.73'
C13	19°42'25"	400'	137.51'	N 87°56'36" W	136.83'
C14	17°28'08"	200'	60.98'	S 88°34'57" W	60.74'
C15	16°44'51"	200'	58.43'	N 22°54'32" E	58.23'
C16	08°12'39"	300'	42.97'	N 15°53'50" E	42.93'
C17	52°32'46"	260.31'	238.61'	N 12°40'27" E	230.34'

CERTIFICATE OF OWNERSHIP

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

TONY NEAL, MANAGER
FOR: QUIET CREEK PARK LLC
P.O. BOX 3368
HOMER, AK 99603-3368



RECEIVED

FEB 24 2014

**KENAI PENINSULA BOROUGH
PLANNING DEPARTMENT**

PLAT APPROVAL

THIS PLAT WAS APPROVED BY THE KENAI PENINSULA BOROUGH PLANNING COMMISSION AT THE MEETING OF _____ KENAI PENINSULA BOROUGH

2014-16
REVISED PRELIM.

NOTES

1. BASIS OF BEARING FOR THIS SURVEY IS BETWEEN THE C 1/4 SECTION 17 AND THE CS 1/16 SECTION 17 AS SHOWN ON RECORD PLAT #77-61 HRD: S 00°10'55" E (R).
2. THE FRONT 15 FEET ALONG THE RIGHTS-OF-WAY AND THE 5 FEET ADJACENT TO SIDE LOT LINES (UNLESS NOTED OTHERWISE) IS A UTILITY EASEMENT. NO PERMANENT STRUCTURE SHALL BE CONSTRUCTED OR PLACED WITHIN AN EASEMENT WHICH WOULD INTERFERE WITH THE ABILITY OF A UTILITY TO USE THE EASEMENT.
3. THESE LOTS WILL BE SERVED BY CITY OF HOMER WATER AND SEWER.
4. DEVELOPMENT OF THESE LOTS IS SUBJECT TO THE CITY OF HOMER'S ZONING REGULATIONS.
5. PROPERTY OWNERS SHOULD CONTACT THE ARMY CORPS OF ENGINEERS PRIOR TO ANY ON-SITE DEVELOPMENT OR CONSTRUCTION ACTIVITY TO OBTAIN THE MOST CURRENT WETLANDS DESIGNATION (IF ANY).
6. ALL LOTS WITHIN THIS SUBDIVISION ARE SUBJECT TO CITY OF HOMER ZONING REGULATIONS. REFER TO THE PARENT PLATS AND THE HOMER CITY CODE FOR ALL CURRENT SETBACK AND SITE DEVELOPMENT RESTRICTIONS. OWNERS SHOULD CHECK WITH THE CITY OF HOMER PRIOR TO DEVELOPMENT ACTIVITIES.
7. CULDESACS ARE 50 FT RADIUS. ALL CURVE RETURNS ARE 20 FT RADIUS.
8. DRAINAGE SUBJECT TO PREVIOUS SEASONAL INUNDATIONS: UPHILL DEVELOPMENT MAY CHANGES DRAINAGE PATTERNS AT ANY TIME.
9. ALL WASTEWATER DISPOSAL SYSTEMS SHALL COMPLY WITH EXISTING APPLICABLE LAWS AT THE TIME OF CONSTRUCTION.

NOTARY'S ACKNOWLEDGMENT

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

FOR: _____

NOTARY PUBLIC FOR ALASKA

MY COMMISSION EXPIRES _____

TRAIL, UTILITY AND SLOPE EASEMENTS

TRAIL, UTILITY AND SLOPE EASEMENTS GRANTED TO THE CITY OF HOMER THIS PLAT ARE HEREBY ACCEPTED BY THE CITY OF HOMER.

BY: _____ DATE: _____

DRAINAGE EASEMENTS

DRAINAGE AND BANK MAINTENANCE EASEMENTS GRANTED TO CITY OF HOMER THIS PLAT ARE HEREBY ACCEPTED BY THE CITY OF HOMER.

BY: _____ DATE: _____

WASTEWATER DISPOSAL

PLANS FOR THE WASTEWATER DISPOSAL, THAT MEET REGULATORY REQUIREMENTS ARE ON FILE AT THE DEPT. OF ENVIRONMENTAL CONSERVATION.

HANNI SCHWESOW, P.E. DATE: _____

LINE TABLE

LINE	BEARING	DISTANCE
L1	N 55°27'20" W	85.96'
L2	N 84°33'51" W	151.48'
L3	S 88°23'01" W	119.66'
L4	N 64°41'19" W	156.56'
L5	N 82°31'23" W	217.04'
L6	N 49°01'34" W	25.16'
L7	N 67°29'41" W	29.05'
L8	N 89°45'00" W	182.55'
L9	N 32°15'00" W	11.09'
L10	S 89°45'00" W	391.13'
L11	N 07°26'57" E	35.26'
L12	N 58°5'24" E	50.18'
L13	S 75°44'04" E	103.22'
L14	N 79°50'53" E	159.19'
L15	S 82°40'59" E	89.30'
L16	N 36°53'33" E	150.88'
L17	N 19°58'41" E	42.71'
L18	S 38°29'08" W	56.08'

HOMER RECORDING DISTRICT KPB FILE No. 2013-

**BARNETT'S SOUTH SLOPE SUB.
QUIET CREEK PARK**

BEING A SUBDIVISION OF THE UNSUBDIVIDED REMAINDER OF BARNETT'S SOUTH SLOPE SUBDIVISION AS PER PLAT #2001-44 LOCATED WITHIN THE SE 1/4, SEC 17, T. 6 S., R. 13 W., SEWARD MERIDIAN, CITY OF HOMER, KENAI PENINSULA BOROUGH, THIRD JUDICIAL DISTRICT, ALASKA CONTAINING 38.05 ACRES

SEABRIGHT SURVEY + DESIGN
1044 EAST ROAD, SUITE A
HOMER ALASKA 99603
(907) 235-4247 (and fax)
seabrightz@yahoo.com

DRAWN BY: K.K. DATE: AUGUST 2013 SCALE: 1" = 100'
CHK BY: K.B. JOB #13-06 SHEET 1 OF 2



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

MANAGER'S REPORT

February 24, 2014

TO: MAYOR WYTHE / HOMER CITY COUNCIL

FROM: WALT WREDE

UPDATES / FOLLOW-UP

NOTE: Some of these items appeared in the last report. I have updated them and brought them back in case the Council wanted to discuss.

1. Ramp 7: The Seldovia Village Tribe has paid a contractor to remove the ramp from the water. City Port and Harbor Staff provided an assist by removing the damaged section of the float extension so that the ramp could be lifted cleanly. It was quite an operation. This takes care of the immediate safety concerns and prevents further damage to the ramp and float system. Analysis and discussion on why there was a failure and who is responsible for fixing it is on-going.
2. Parks and Recreation Needs Assessment: The third meeting of the Needs Assessment Steering Committee took place on Thursday evening, February 13th. The focus of this meeting was discussion regarding the questions the consultant should ask and what he or she should attempt to measure in terms of public attitudes on funding, public desires and use patterns with respect to parks, recreation, and culture, and a 'gap analysis'. There was a lot of discussion about how much background and qualitative information can be gathered internally and when to engage the Parks Commission. Also, there were several items which the group asked me to make you aware of so Council can weigh in if necessary. First, the committee is going to recommend that the surveys and other research methods include people from outside of the City limits. A service area that ran basically from Anchor Point to McNeil Canyon was suggested. The Committee is aware that this might be controversial. The reason for doing this is twofold. First, many of the users of City parks and recreation facilities and programs are from outside the City limits. Including them and measuring their willing to contribute financially could result in better overall facilities and programs for all, including Homer residents. Second, this information could be very useful if the effort to create a broader Borough Service Area gains traction. At the Last Council meeting, a member of the Parks and Recreation Commission reported that the committee was reviewing the Soldotna Parks and Recreation Needs Assessment and Master Plan. The Committee wanted to clarify for Council that what they are working on is a Needs Assessment only. There is no master plan component. A master plan would be very premature at this point and it is not what Council provided funding for. Please let me know if there are further questions about this process.

3. Citizens Academy: The Citizens Academy is scheduled to begin this week, on February 20. An overview of the program and a focus on the City Manager's office, the City Clerk's office, and a presentation by City Attorney Holly Wells will comprise the first session. We were a little disappointed with the low enrollment but are looking forward to the opportunity and a successful academy. A memorandum from Katie on this topic is attached.
4. Critical Habitat Legislation: The legislation that would remove the Homer Port and Harbor from the critical habitat area is on the move. It has already passed the Senate and has been referred to the House. House Rules Committee had a hearing on it yesterday, (February 18) and then voted to send it to the floor. I testified at hearings before House Resources, Senate Resources, and was available for questions yesterday. Thanks to Speaker Chenault, Senator Micciche, and Representative Seaton for their effort and strong support. Also, thanks to Katie for all of her background work and coordination and to Linda Anderson for all of her important work in Juneau on this legislation.
5. Traffic Calming: As you know, there is great interest in some neighborhoods about traffic calming. As I reported earlier, the Planning Commission has taken a real interest in this topic and has agreed to take it on as a project. The Commission has begun its work. For those folks in the community who want to get involved, now is the time to get in on the ground level. Contact Planning staff if you want more information about the Commission work schedule on this topic.
6. Lake Clark National Park Management Plan. Many Homer residents have long standing ties to the Lake Clerk Area. Lake Clark National Park is of interest to many for historical, family, recreation, economic, or other reasons. Lake Clark NP is amending its Management Plan. Attached is a notice about a public meeting in Homer on this topic on February 24.
7. Loss Control Award. The City has been working very hard to control or limit its insurance losses. I would be happy to talk about some of those efforts if you are interested. Attached is a notice that the City received a Loss Control Award (Gold Status) for fiscal year 2012. Gold status means that the City kept its losses to less than ten percent of the insurance premium. AML/JIA covers general liability, property, vehicles, professional liability, and workers comp.
8. Intergovernmental Agreement with Kachemak City. This meeting contains a workshop on the Intergovernmental Agreement for Wastewater Services between Homer and Kachemak City. The Council requested that Mayor Morris be invited and we expect him to be present unless he is called for jury duty in Anchorage. If that happens, other members of the City Council will attend on his behalf. We had a consultation meeting with Mayor Morris on February 13 to review options as requested by the Council.
9. Library/ Youth Service Outreach Activities. Recently, KBBI did a story on the Library Youth Service Outreach Program. Part of the story was that the Children's Librarian was making trips to locations outside of the City to conduct story time and other children's library activities. This story generated some questions so attached is a report and other information from Ann Dixon, the City Librarian on this program. I hope you find it informative. Ann will be at the Committee of the Whole and possibly the regular meeting if you have questions.

ATTACHMENTS

1. Memorandum 14-034 from Port and Harbor Director Re: Report on Alaska Abandoned and Derelict Vessel Task Force
2. Memorandum 14-036 from Community and Economic Development Coordinator Re: Homer Citizens Academy
3. Letter from Lake Clark National Park re: Public Meeting on General management Plan
4. Letter from AML/JIA regarding loss control award.
5. Memorandum from Library Director RE: Youth Services Outreach Activities

