



## City of Homer

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

## Planning

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# Memorandum

## Agenda Changes/Supplemental Packet

TO: PLANNING COMMISSION  
FROM: ZACH PETTIT, DEPUTY CITY CLERK II  
DATE: MARCH 5, 2025  
SUBJECT: SUPPLEMENTAL

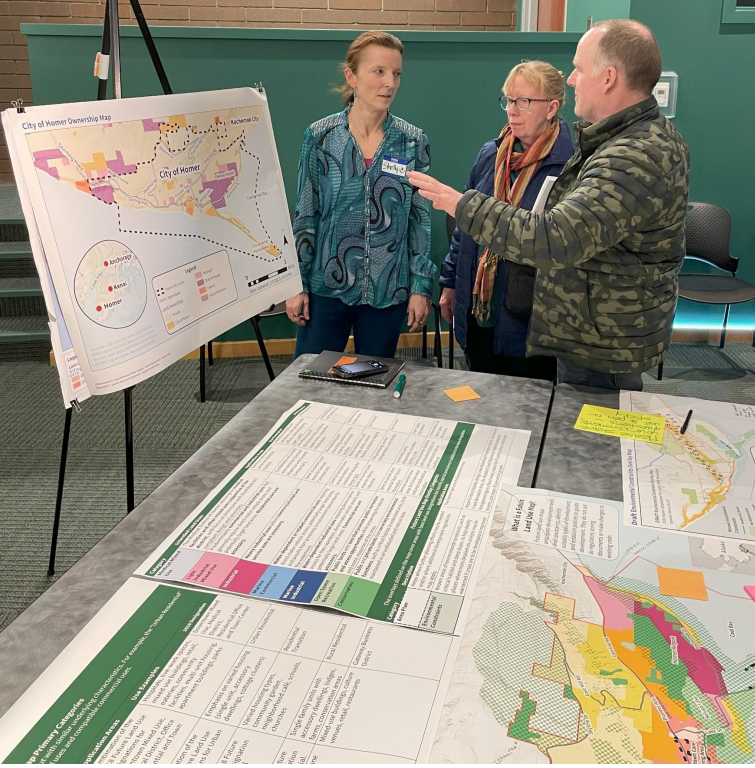
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### 6. PRESENTATIONS/VISITORS

6. A. Title 21 Code Update Introduction with Shelly Wade and Erin Perdu

Phase 2: Title 21 Update Kickoff Meeting with Homer Planning Commission Slideshow **Page 3**





# **Phase 2: Title 21 Update**

## **Kickoff Meeting with Homer Planning Commission**

*March 5, 2025*



# What We'll Cover

- Introductions
- Schedule & tasks
- PC role
- Examples from another AK community!
- Priority areas for update



# Introductions

# Introductions



Shelly Wade, AICP  
Molly Mylius

**Dena'inaq ełnen'aq' gheshtnu ch'q'u yeshdu.**  
***We live and work on the land of the Dena'ina.***

*Translation by J. Isaak and S. Shaginoff-Stuart*



Erin Perdu, AICP  
Kristin Baldonado, AICP  
Kribashini Moorthy, AICP-C

# Schedule



# Proposed Project Timeline (all 2025)

Task	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1. Data Collection, Background Research and Analysis	■	■										
2. Technical Review of Existing Code and Recommendations			■	■								
3. Public Participation Process	■	■	■	■	■	■	■	■	■	■	■	■
4. Preparation of Vision, Values, Goals, Objectives, Recommendations by Code Type				■	■							
5. Draft Code					■	■	■	■	■			
6. Presentations			■	■	■	■	■	■	■	■	■	
7. Final Code										■	■	➔



# Task I: Data Collection, Background Research and Analysis

Responsibility	Deliverables
<ul style="list-style-type: none"><li>• <b>Lead:</b> Stantec</li><li>• <b>Support:</b> Agnew::Beck (Project Manager)</li></ul> <p><b>Timeline:</b> January-February 2025</p>	<ul style="list-style-type: none"><li>• Facilitate <b>kickoff meeting</b> with city staff, including agenda development and meeting documentation with action items and assignments identified.</li><li>• Prepare <b>a Phase 2 work plan</b> identifying team roles and responsibilities, communication preferences, and a <b>detailed project timeline</b>.</li><li>• Summary of <b>key findings and emerging recommendations</b> from the data collection, background research, and analysis.</li><li>• <b>Project management tasks</b> including team coordination/communications, invoicing, budget management, etc.</li></ul> <div><p>We have an initial list of Title 21 issues, by code component, featuring input from the Planning Commission and City Staff</p><p>Would include results/summary of 2024 Planning Commission &amp; City Council Preliminary Title 21- Focused Work Sessions</p></div>

# Task 2: Technical Review of Existing Code and Recommendations

Responsibility	Deliverables
<ul style="list-style-type: none"><li>• <b>Lead:</b> Stantec</li><li>• <b>Support:</b> Agnew::Beck (Project Manager)</li></ul> <p><b>Timeline:</b> March – April 2025</p>	<ul style="list-style-type: none"><li>• <b>Code audit</b> of current Title 21 Zoning and Planning Code, including a zoning map with notes that identifies areas and parcels that are inconsistent with the land use place types map with potential district recommendations.</li><li>• <b>Diagnostic report</b> identifying steps needed to update the code.</li></ul>

**NOTE:** As discussed at the November 20<sup>th</sup> Planning Commission Title 21 Work Session – **other parts of the city code that are problematic, that also potentially need revising, may be identified during the Title 21 review and update process.** Although this process will not result in revised code for areas outside of Title 21, these suggestions will not be lost! We will capture these ideas in the record for future consideration. *Example: Valdez Title 17 Zoning Code Revision Process & recognition of Title 18, Subdivision Code, as necessary next step to align with revised zoning code. They are doing this process now, having completed their zoning code update.*

# Task 3: Public Participation Process

Responsibility	Deliverables
<ul style="list-style-type: none"><li>• <b>Lead:</b> Agnew::Beck (Project Manager)</li><li>• <b>Support:</b> Stantec</li></ul> <p><b>Timeline:</b> Ongoing throughout 2025</p>	<ul style="list-style-type: none"><li>• <b>Public participation plan</b> (part of work plan) that identifies a timeline for stakeholder and community engagement and outreach strategies; and a list of potential interview and survey questions.</li><li>• <b>Ongoing: Outreach materials</b> as identified in the public participation plan, including presentation slides, e-newsletters, press releases, and other tools.</li><li>• <b>Documentation of engagement efforts</b>, including meeting notes.</li><li>• <b>Website.</b> Launch a new website for Phase 2.</li></ul> <div><b>Community Meetings (in person, with virtual option): <i>potentially late April 2025</i></b></div>

# Task 4: Preparation of Vision, Values, Goals, Objectives, and Recommendations for Code Type

Responsibility	Deliverables
<ul style="list-style-type: none"><li>• <b>Lead:</b> Stantec</li><li>• <b>Support:</b> Agnew::Beck (Project Manager)</li></ul> <p><b>Timeline:</b> April – May 2025</p>	<ul style="list-style-type: none"><li>• <b>Summary of recommendations</b> to code format/structure, code components, and regulatory topics, to include <b>a best practices zoning code comparison summary.</b></li></ul>



## Task 5: Draft Code

Responsibility	Deliverables
<ul style="list-style-type: none"><li>• <b>Lead:</b> Stantec</li><li>• <b>Support:</b> Agnew::Beck (Project Manager)</li></ul> <p><b>Timeline:</b> May - September</p>	<ul style="list-style-type: none"><li>• <b>Internal draft of Title 21</b> – Zoning and Planning Code document using Microsoft Word.</li><li>• <b>Public Review Draft of Title 21</b> – Zoning and Planning Code document using Microsoft Word.</li></ul>

# Task 6: Presentations

Responsibility	Deliverables
<p><b>Lead:</b> Stantec</p> <p><b>Support:</b> Agnew::Beck (Project Manager)</p> <p><b>Timeline:</b> Presentations will occur throughout 2025</p>	<ul style="list-style-type: none"><li>• <b>Quarterly meetings and work sessions with the Planning Commission</b> and other boards and commissions as identified in the public participation plan.</li><li>• <b>Final code presentations to the Planning Commission and City Council.</b></li><li>• Meeting materials (including agendas, cover memos or reports, and code sections) for staff review prior to each meeting.</li></ul>

# Task 7: Final Code

Responsibility	Deliverables
<ul style="list-style-type: none"><li>• <b>Lead:</b> Stantec</li><li>• <b>Support:</b> Agnew::Beck (Project Manager)</li></ul> <p><b>Timeline:</b> October – December 2025</p>	<ul style="list-style-type: none"><li>• <b>Summary of public comments</b> received during the public review period, with a <b>proposed set of amendments/recommendations for addressing public comments.</b></li><li>• Meetings with city staff, Planning Commission, and City Council to review and discuss proposed next steps and prepare for code review/approval.</li><li>• <b>Finalize the code and updated zoning map.</b></li><li>• Final transfer of all relevant files to the city clerk and planning department.</li></ul>

# Planning Commission Role and Meeting Frequency



# Planning Commission Role

## Purpose:

- Advisory body for the Title 21 Update process.

## Role:

- Share guidance, feedback, and local knowledge during the code drafting process; review draft code.

# Meeting Frequency

- Short monthly updates during regularly scheduled meetings
- Longer quarterly conversations, tentatively:

March	May	September	November
Introductions, timeline, process, roles	Community outreach summary + code audit that identifies conflicts, challenges, observations	Review, confirm proposed draft code before public review draft is released	Review proposed revisions and advise on finalization

# Connections to the Draft Comp Plan

*(part of Task 1)*

# Comprehensive Plan impacts on Zoning Code

- Key message: create attainable housing through land use (zoning reform)
  - Rezone to allow for higher densities
  - Opportunities for compatible mixed use
  - Encourage development in well-served areas
  - Allow more housing types (ADUs, tiny homes, courtyard, manufactured and modular homes)
- Remove regulatory barriers (compact, infill development)
- Clear and predictable approval process
- Explore form-based approaches



# Examples from Valdez

# Examples Code Revision Products from Valdez

- The City of Valdez also paired their comprehensive plan update and zoning code revision processes (with a short “break” in between of about one year).
- Agnew::Beck and Stantec supported the City of Valdez in their Title 17 Zoning Code Revision process in 2022 – 2024. The revised code was unanimously adopted in the summer of 2023.
- The project website for the Valdez effort can be found here: <https://zoningvaldez.com/>.
- Example tools that the Agnew::Beck team prepared for the code revision process include:
  - **Open house guiding slides and posters** (over 100 participants).
  - Community survey and summary of results.
  - Redlined copy of the revised code showing **existing code and proposed revisions**.
  - Guide for Reviewing the Revised Code and a detailed list of major changes that reference specific code sections and description of each change.
  - And many more resources – check out the project website!

# Steps to Simplify Zoning Code

## *Valdez Example: Steps*

### 1: Simplify land uses

Step 1: Simplify list of land uses: remove redundant or very similar uses, simplify to broader categories. Consider allowing more uses (example, housing types) in districts.

### 2: Consolidate district types

Step 2: Consolidate district types: remove redundant or very similar districts, simplify to broader categories: Residential districts, Commercial districts, Public Uses, etc.

### 3: Update other parts of code

Step 3: Update rest of code: use standards, setbacks and lot dimensions, definitions.

### 4: Simplify and add alternatives for zoning approvals

Step 4: Address approval process for uses, simpler options like administrative approvals.

### 5: Variances, implementation of code

Step 5: Address variances, nonconforming uses, and implementation of new code.

# Valdez Example: Housing Related Changes

## Housing

Answer questions below  
with dot stickers, write  
comments on sticky notes!

Making housing easier to build is a high community priority in Valdez.

Many proposed changes to code are intended to make it easier to build or expand housing, such as allowing more housing types in more districts, and units per lot.

### Housing Types by District



**R-1: Rural residential**  
Detached, manufactured, mobile, accessory dwellings



**R-2: Moderate density residential**  
Detached, attached duplex, 3- and 4-plex, manufactured, mobile, accessory dwellings; conditional = townhomes (more than 2) and 5+ units, live-work w/ commercial component



**R-3: Highest density residential**  
Detached, attached duplex, 3- and 4-plex, townhomes (more than 2), manufactured, mobile, accessory dwellings; conditional = 5+ units, live-work w/ commercial component

The City is considering allowing more housing types in each district.

The graphic illustrates which housing types are currently allowed in each district, and additional types that would also be allowed.



**Housing Allowed in Commercial Districts**  
Multi-family (3 plex, 4 plex, 5+ units) allowed in all commercial



**Temporary Worker Housing Allowed in Some Districts**  
Conditional in R1, industrial, G General Commercial

- Newly allowed in district
- Detached (single family)
- Manufactured
- Mobile
- Accessory dwelling
- Multi-unit (3-plex, 4-plex, apartments)

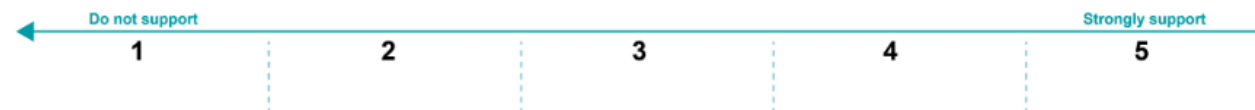


#### Questions:

1. What impacts might this change have?
2. Other comments and questions about this idea?

Current code reference:  
VMC 17.14-22 Residential Districts

#### Level of support for allowing more housing types in residential districts





## Valdez Example: Shop-House

### “Shouse” (Shop-House)

Accessory apartments/units in or near larger garage or shop building.



Attached



Detached

A shop-house, or “shouse,” is a garage or workshop building with an attached or adjacent small dwelling unit.

A shop-house allows a resident to have ample space on their property for a workshop and/or indoor storage for a vehicle, boat, and equipment.

Many residents may want to have shop-houses to suit their lifestyle: fishing, work and recreational vehicles, home businesses.

Current code does not have guidance about these structures beyond maximum building size (lot coverage).

#### Questions:

1. Should Shop-Houses be allowed in residential areas?

Yes, All Residential Districts



Yes, Some Residential Districts

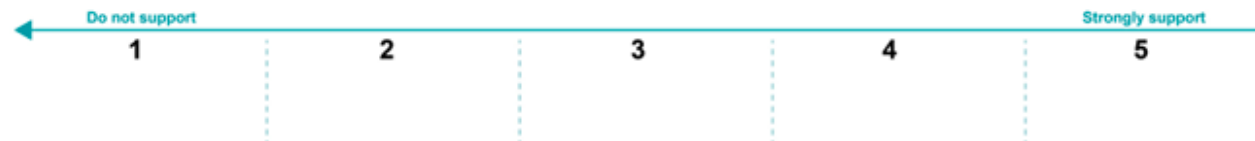


No, Do Not Allow



2. Should Shop-Houses be limited, such as maximum size? If so, how?

Level of support for allowing Shop-houses in residential districts

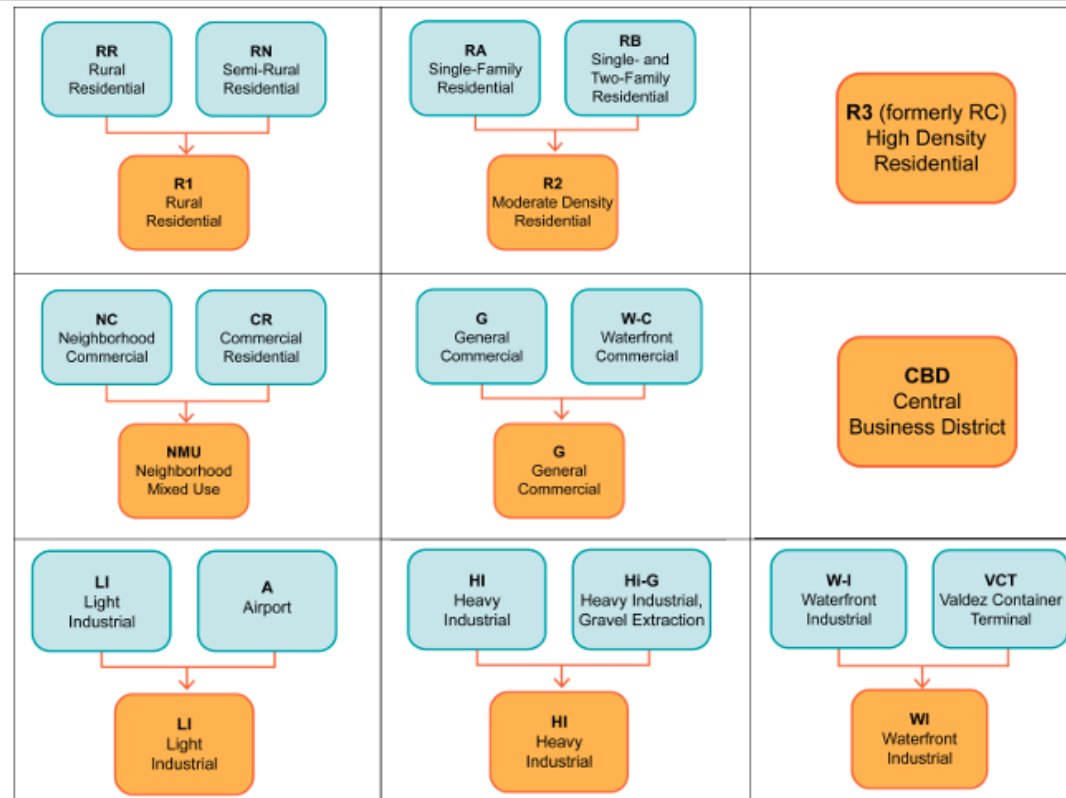


# Commercial + Industrial

Answer questions below  
with dot stickers, write  
comments on sticky notes!

The topics below illustrate how zoning districts will be simplified in the new code, and an overview of the Waterfront Industrial district, with examples of allowed uses.

## Simplifying Zoning Districts



**Zoning Districts** are geographic areas where certain uses are allowed, prohibited, or allowed as a conditional use.

The graphic illustrates how current districts will be consolidated:

**Residential (top row)**  
**Commercial (middle row)**  
**Industrial (bottom row)**

Individual properties in each district will not require re-zoning: districts will be updated areawide.

Allowed uses will generally stay the same (see poster about uses).

Current code reference:  
VMC 17.12-47 Zoning Districts

*Valdez Example  
– Examples of  
Code  
Simplification*

## Valdez Example – Redlined copy of current code

detract from the neighborhood's residential uses.

### Short-Term Rentals

1. Purpose. The purpose of this section is to establish rules, regulations, and limitations on housing arrangements which are typically an alternative to traditional lodging/accommodation establishments such as hotels and motels. Short-term rentals provide lodging or housing for terms less than 30 days.
2. Applicability. The standards herein apply to all short-term rentals as allowed as accessory uses in residential and commercial zones pursuant to Table 17.06.060.a. The provisions of this section shall be applicable to all short-term rentals that (i) provide accommodations for terms less than 30 days. Motels, hotels, lodges, and inns, rental cabins, and long term residential rentals (30 days or more) are not subject to the provisions of this section.
3. Specific Use Standards
  - a. Review. Short-term rentals shall be established through a short-term rental application and permit, provided by the Planning Department. The City may establish or modify a limit on the number of short-term rental permits, it allows within the municipal limits, as established by resolution of City Council.
  - b. Issuance. Permits will be issued and require renewal on an annual basis. During annual permit renewal period, the applicant must demonstrate that the short-term rental has been active (in both advertising and use) during the prior permit period.
  - c. Types of Rental Situations. Short-term rentals may be permitted as one of the following:
    - i. Dwelling Units – In these situations, a temporary tenant/guest may rent and occupy an entire dwelling unit which may include a house or apartment. These units typically possess a kitchen,

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- i. Residential vessels pursuant to VMC 11.04.060(H) are included in the definition of short-term rentals but will not count towards any non-owner-occupied cap.¶
- ii.

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# Guiding Questions

# Discussion:

Of all the issues identified with the current code, which one is your TOP priority?

- Why?
- Give us an example?

# Wrap Up



# Thank you! Questions, Comments?

## **Ryan Foster**

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## Valdez Example – Annotated List of Changes

### Annotated Listing of Significant Changes – City of Valdez Title 17

Change	New Code Citation	Old Code Citation	Notes
New, updated, and deleted <b>definitions</b> based on use table, outdated language.	17.02	17.04	Generally, new definitions added to explain uses in the use table that are not commonly defined. Terms no longer used in the ordinance have been deleted.
Update of <b>Administration and Enforcement</b> chapter to consolidate information found throughout the old code.	17.04	17.06	Generally, consolidated all language on decision-making authorities and application reviews into this chapter.
Consolidation of all language describing, and assigning duties to, <b>decision-making authorities</b>	17.04.020	17.06	
Creation of <b>review matrix</b> , describing the review, decision-making, and appeals authorities for all applications and permits.	17.04.030.a	N/A – new matrix	
New descriptions of the <b>application and review processes</b> for all application types	17.04.040-17.04.130	Incorporated throughout	
New process for <b>administrative adjustments</b> added to variance process	17.04.070	N/A – new code	Minor adjustments (criteria specified) may be reviewed administratively.

## Valdez Example – Proposed Outline of Updated Code

Blue text = consolidated

Green text = new

<i>Current</i>	<i>Proposed</i>
<b><u>17.02 General Provisions</u></b>	<b><u>Chapter 17.01 General Provisions</u></b>
17.02.010 Title.	17.01.010 Title
17.02.020 Purpose.	17.01.020 Purpose & Applicability
17.02.030 Conformity with title required.	17.01.030 Comprehensive Plan
17.02.040 Public uses.	17.01.040 Other Plans
17.02.050 Interpretation and application of provisions.	17.01.050 Code and Land Use Interpretation
17.02.060 Conflicts with other regulations.	17.01.060 Conflicts with other regulations.
17.02.070 Marijuana facilities prohibited in all buildings or portions of buildings primarily used for residential purposes.	17.01.070 Emergency Situations
<b><u>17.04 Definitions</u></b>	<b><u>Chapter 17.02 Definitions</u></b>
<b><u>17.06 Administration and Enforcement</u></b>	<b><u>Chapter 17.03 Reserved</u></b>
17.06.010 Duties of city manager.	<b><u>Chapter 17.04 Administration and Enforcement</u></b>
17.06.020 Planning and zoning commission—Authority generally.	17.04.010 Purpose and Applicability
17.06.030 Planning and zoning commission—Conditional uses.	17.04.020 Decision Making Bodies
	17.04.030 Review Matrix
	17.04.035 Schedule of Fees
	17.04.036 Permit Applications

# Valdez Example – Current and Proposed Allowed Uses Tables

Current

Allowed (X), Allowed Accessory (XA), Conditional (C) and Prohibited Uses (P)	Public Land (P)	Single-Family Residential District (R-A)	Single- and Two-Family Residential District	Multiple-Family Residential District (R-C)	Rural Residential District (R-R)	Semi-Rural Residential District (R-N)	Residential Mobile Home District (R-M)	Neighborhood Commercial District (N-C)	Commercial Residential (C-R)	Central Business District (CBD)
Accessory buildings										
Accessory buildings and structures that are under the management or control of the organization or agency responsible for the permitted principal use	XA									
Accessory buildings in conjunction with a permitted or conditional use							XA			
Accessory buildings in conjunction with a permitted or conditional use such as a private garage or workshop		XA	XA	XA	XA	XA		XA	XA	XA

Proposed

Allowed/permitted (X), Allowed Accessory (XA), Conditional (C), and Not Allowed (blanks)	Residential Zones						Commercial	
Uses	R-A	R-B	R-C	R-R	R-N	R-M	N-C	C-R
<b>Residential Categories</b>								
Accessory Dwelling Units	XA	XA	XA	XA	XA	XA	XA	XA
Accessory Dwelling Units - Owner/operator dwellings							XA	XA
Accessory Dwelling Units - Caretaker Residence Watchman's facilities							XA	XA
Assisted Living Facility		C	X	C	C	C	X	X
Cluster Housing	C	X	X	X	X	C	X	X