



## Agenda

### Planning Commission Special Meeting

Wednesday, November 20, 2024 at 5:30 PM

City Hall Cowles Council Chambers In-Person & Via Zoom Webinar

---

#### Homer City Hall

491 E. Pioneer Avenue  
Homer, Alaska 99603  
[www.cityofhomer-ak.gov](http://www.cityofhomer-ak.gov)

#### Zoom Webinar ID: 979 8816 0903 Password: 976062

<https://cityofhomer.zoom.us>  
Dial: 346-248-7799 or 669-900-6833;  
(Toll Free) 888-788-0099 or 877-853-5247

---

#### CALL TO ORDER, 5:30 P.M.

#### AGENDA APPROVAL

**PUBLIC COMMENT ON MATTERS ALREADY ON THE AGENDA** The public may speak to the Commission regarding matters that are not scheduled for public hearing or plat consideration. (3-minute time limit).

#### RECONSIDERATION

**CONSENT AGENDA** All items on the consent agenda are considered routine and non-controversial by the Planning Commission and are approved in one motion. There will be no separate discussion of these items unless requested by a Planning Commissioner in which case the item will be moved to the regular agenda.

#### PRESENTATIONS/VISITORS

#### REPORTS

#### PUBLIC HEARINGS

#### PLAT CONSIDERATION

#### PENDING BUSINESS

#### NEW BUSINESS

- [A.](#) Memorandum PL 24-041, Compile Title 21 Zoning Code Issues and Areas for Improvement

#### INFORMATIONAL MATERIALS

- [A.](#) PC Annual Calendar 2024
- [B.](#) 2024 Meeting Dates & Submittal Deadlines

#### COMMENTS OF THE AUDIENCE (3 minute time limit)

## **COMMENTS OF THE STAFF**

## **COMMENTS OF THE COMMISSION**

## **ADJOURNMENT**

Next Regular Meeting is **Wednesday, December 4, 2024 at 6:30 p.m.** All meetings scheduled to be held in the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska.



# City of Homer

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

## Planning

491 East Pioneer Avenue  
Homer, Alaska 99603

[Planning@ci.homer.ak.us](mailto:Planning@ci.homer.ak.us)

(p) 907-235-3106

(f) 907-235-3118

### Staff Report PL 24-041

TO: Homer Planning Commission  
FROM: Ryan Foster, City Planner  
DATE: November 20, 2024  
SUBJECT: Review of Title 21 Zoning Code and Create a List of Issues/Comments

---

In anticipation of the re-write of the Title 21 Zoning Code in 2025, the Planning Commission has requested a special meeting to begin discussing Homer's Zoning Code. Among the first SOW tasks for re-writing the zoning code, is to conduct a technical review of the existing code. Attached to this memo is a draft of a list of current issues/comments on the existing zoning code from the perspective of Planning staff. Since the Planning Commission is a frequent user of the zoning code, it would be of great value to compile your issues/comments on the existing code and provide feedback to our consultant firm, Agnew Beck, by January 2025. The re-write of the Title 21 Zoning Code will take place from January 2025 to December 2025, and the Comprehensive Plan will also provide direct input into the zoning code re-write to ensure the code can implement the vision, goals, and objectives of the comprehensive plan.

### Recommended Action:

Staff recommends the Planning Commission include their issues/comments on the current Title 21 Zoning Code and send them to Agnew Beck for the Title 21 Code Update process.

### Attachment

Draft Title 21 Zoning Code Issues List

Title 21 Zoning Code Section	Issue/Comment
<b>General Issues</b>	
Encroachment	There are no provisions in code to address minor/major encroachment issues except for a variance application (which has a high bar for review criteria/consideration). Consider administrative encroachment of between 1'-2' and an encroachment permit for other encroachment issues.
Modern and user friendly zoning code	The current code is difficult to navigate, with a format consisting of a zoning map and zoning text. Consider an illustrative format code to make it user friendly.
Dimensional requirements	Dimensional requirements often have little to no flexibility, at times making a reasonable project, unviable and or difficult to build/pencil out.
Split lot zoning	Consider zoning map changes to address split lot zoning.
Cross referencing an flow of the code	Improve the flow of the code, it is currently somewhat disjointed. Reduce cross references, if possible, to reduce confusion and jumping between sections of the code unnecessarily.
Temporary structures	Current code does not consider temporary structures, this is this something to consider.
<b>21.03 Definitions and Rules of Construction</b>	
21.03.040 Definitions used in code	Update the definitions to ensure it is comprehensive. Many definitions are missing, thus requiring outside reference to find a best definition that fits the Homer circumstances.
<b>21.44 Steep Slopes and Coastal Development</b>	
General steep slopes/coastal development	Review this section and consider improvements to applicability and requirements.
<b>21.55 Off-Street Parking</b>	
21.55.090 Required number of spaces	Review the number of required spaces and consider more opportunities for a reduction of parking requirements (such as the mixed use provision for shared parking).
<b>21.59 Off-Site Impacts</b>	
21.59.010 Nuisances	There are nuisances listed in Title 21 and Title 5 of HCC. Should these nuisances be consolidated to improve functionality of HCC and code enforcement?
<b>21.60 Sign Code</b>	
General sign code	Ensure the sign code is compliant with content neutral requirements.
21.60.040 Definitions	Update definitions of signs, such as banner/blade signs.
General sign code	Make the sign code more user friendly and easier to enforce.
<b>21.70 Zoning Permit</b>	
General zoning permit	Consider reorganizing the code to have zoning permits and development regulations co-located for ease of use/reference.
General zoning permit	Consider how zoning permits/the format of the code could be impacted if Homer adopts building codes in the future.
<b>21.71 Conditional use permits</b>	
General CUP code	Analyze the number of conditional use permits triggered by the current code (there are likely many dozens of uses and circumstances that require a conditional use permit) and consider whether certain conditional uses should become permitted, not permitted, or remain as conditional uses.
General CUP code	Try to consolidate the circumstances that require a conditional use permit in the code to ensure a requirement for a permit is not missed/overlooked. Perhaps create a "crosswalk" for permitted, conditional, and not permitted conditional use permits.
General CUP code	Consider requiring the applicant attend and present at the public hearing for a CUP.

**PLANNING COMMISSION  
2024 Calendar**

	<b>AGENDA ITEM DEADLINES</b>	<b>MEETING DATE</b>	<b>COMMISSIONER SCHEDULED TO REPORT</b>	<b>CITY COUNCIL MEETING FOR REPORT*</b>	<b>ANNUAL TOPICS FOR AGENDA AND EVENTS PLANNED</b>
<b>JANUARY</b>	12/13/23 Public Hearing Items 12/15/23 Preliminary Plat Submittals 12/22/23 Regular Agenda Items	01/03/24		Monday, 01/08/24 6:00 p.m.	•
	12/27/23 Public Hearing Items 12/29/23 Prelim Plat Items 01/05/24 Regular Agenda Items	01/17/24		Monday 01/22/24 6:00 p.m.	•
<b>FEBRUARY</b>	01/17/24 Public Hearing Items 01/19/24 Prelim Plat Items 01/26/24 Regular Agenda Items	02/07/24		Monday 02/12/24 6:00 p.m.	• NFIP Staff Training • This meeting was canceled.
	01/31/24 Public Hearing Items 02/02/24 Prelim Plat items 02/09/24 Regular Agenda Items	02/21/24		Monday 02/26/24 6:00 p.m.	• Short Term Rental Ordinance
<b>MARCH</b>	02/14/24 Public Hearing Items 02/16/24 Prelim Plat Items 02/23/24 Regular Agenda Items	03/06/24		Monday 03/11/24 6:00 p.m.	• Transportation Plan
	02/28/24 Public Hearing Items 03/01/24 Prelim Plat Items 03/08/24 Regular Agenda Items	03/20/24		Tuesday 03/26/24 6:00 p.m.	
<b>APRIL</b>	03/13/24 Public Hearing Items 03/15/24 Prelim Plat Items 03/22/24 Regular Agenda Items	04/03/24		Monday 04/08/24 6:00 p.m.	Draft Transportation Plan Review
	03/27/24 Public Hearing Items 03/29/24 Prelim Plat Items 04/05/24 Regular Agenda Items	04/17/24		Monday 04/22/24 6:00 p.m.	• APA National Planning Conference
<b>MAY</b>	04/10/24 Public Hearing Items 04/12/24 Prelim Plat Items 04/19/24 Regular Agenda Items	05/01/24		Monday 05/13/24 6:00 p.m.	• Public Hearing on Draft Transportation Plan
	04/24/24 Public Hearing Items 04/26/24 Prelim Plat Items 05/03/24 Regular Agenda Items	05/15/24		Tuesday 05/28/24 6:00 p.m.	•
<b>JUNE</b>	05/15/24 Public Hearing Items 05/17/24 Prelim Plat Items 05/24/24 Regular Agenda Items	06/05/24		Monday 06/10/24 6:00 p.m.	• Reappointment Applications will be sent out by the Clerk
	05/29/24 Public Hearing Items 05/31/24 Prelim Plat Items 06/07/24 Regular Agenda Items	06/19/24		Monday 06/24/24 6:00 p.m.	

<b>JULY</b>	06/26/24 Public Hearing Items 06/28/24 Prelim Plat Items 07/05/24 Regular Agenda Items	07/17/24		Monday 07/22/24 6:00 p.m.	
<b>AUGUST</b>	07/17/24 Public Hearing Items 07/19/24 Prelim Plat Items 07/26/24 Regular Agenda Items	08/07/24		Monday 08/12/24 6:00 p.m.	<ul style="list-style-type: none"> <li>• Election of Officers</li> <li>• Worksession: Training with City Clerk</li> <li>• Capital Improvement Plan Presentation by Jenny Carroll</li> </ul>
	07/31/24 Public Hearing Items 08/02/24 Prelim Plat Items 08/09/24 Regular Agenda Items	08/21/24		Monday 08/26/24 6:00 p.m.	
<b>SEPTEMBER</b>	08/14/24 Public Hearing Items 08/16/24 Prelim Plat Items 08/23/24 Regular Agenda Items	09/04/24		Monday 09/09/24 6:00 p.m.	
	08/28/24 Public Hearing Items 08/30/24 Prelim Plat Items 09/06/24 Regular Agenda Items	09/18/24		Monday 09/23/24 6:00 p.m.	
<b>OCTOBER</b>	09/11/24 Public Hearing Items 09/13/24 Prelim Plat Items 09/20/24 Regular Agenda Items	10/02/24		Monday 10/14/24 6:00 p.m.	5:00 p.m. Joint WS with City Council Agenda Items are determined by Council and are usually topics requested by the Commission during the previous year.
	09/25/24 Public Hearing Items 09/27/24 Prelim Plat Items 10/04/24 Regular Agenda Items	10/16/24		Monday 10/28/24 6:00 p.m.	<ul style="list-style-type: none"> <li>• Annual Meeting Schedule for 2025</li> </ul>
<b>NOVEMBER</b>	10/16/24 Public Hearing Items 10/18/24 Prelim Plat Items 10/25/24 Regular Agenda Items	11/06/24		Tuesday 11/12/24 6:00 p.m.	
	11/13/24 Public Hearing Items 11/15/24 Prelim Plat Items 11/20/24 Regular Agenda Items	12/04/24		Monday 11/25/24 6:00 p.m.	
<b>DECEMBER</b>					Council amended their meeting schedule to hold two meetings in November. There are no Council meetings in December.

\*The Commission's opportunity to give their report to City Council is scheduled for the Council's regular meeting following the Commission's regular meeting, under Agenda Item 8 – Announcements/ Presentations/ Borough Report/Commission Reports. Reports are the Commission's opportunity to give Council a brief update on their work. Attend via Zoom or in Person. A written report can be submitted if no member is able to attend.

# 2024 Meeting Dates & Submittal Deadlines

## Homer Planning Commission

*Meeting dates are bolded and submittal deadlines are underneath*

### **January 3, 2024**

December 13 for Public Hearing Items  
December 15 for Preliminary Plat Submittal  
December 22 for Regular Agenda Items

### **January 17, 2024**

December 27 for Public Hearing Items  
December 29 for Preliminary Plat Submittal  
January 5 for Regular Agenda Items

### **January 31, 2024**

January 10 for Public Hearing Items  
January 12 for Preliminary Plat Submittal  
January 19 for Regular Agenda Items

### **February 7, 2024**

January 17 for Public Hearing Items  
January 19 for Preliminary Plat Submittal  
January 26 for Regular Agenda Items

### **February 21, 2024**

January 31 for Public Hearing Items  
February 2 for Preliminary Plat Submittal  
February 9 for Regular Agenda Items

### **March 6, 2024**

February 14 for Public Hearing Items  
February 16 for Preliminary Plat Submittal  
February 23 for Regular Agenda Items

### **March 20, 2024**

February 28 for Public Hearing Items  
March 1 for Preliminary Plat Submittal  
March 8 for Regular Agenda Items

### **April 3, 2024**

March 13 for Public Hearing Items  
March 15 for Preliminary Plat Submittal  
March 22 for Regular Agenda Items

### **April 17, 2024**

April 12 for Public Hearing Items  
April 14 for Preliminary Plat Submittal  
April 21 for Regular Agenda Items

### **May 1, 2024**

April 10 for Public Hearing Items  
April 12 for Preliminary Plat Submittal  
May 19 for Regular Agenda Items

### **May 15, 2024**

April 24 for Public Hearing Items  
April 26 for Preliminary Plat Submittal  
May 3 for Regular Agenda Items

### **June 5, 2024**

May 15 for Public Hearing Items  
May 17 for Preliminary Plat Submittal  
May 24 for Regular Agenda Items

# 2024 Meeting Dates & Submittal Deadlines

## Homer Planning Commission

*Meeting dates are bolded and submittal deadlines are underneath*

### **June 19, 2024**

May 29 for Public Hearing Items

May 31 for Preliminary Plat Submittal

June 7 for Regular Agenda Items

### **July 17, 2024**

June 26 for Public Hearing Items

June 28 for Preliminary Plat Submittal

July 5 for Regular Agenda Items

### **August 7, 2024**

July 17 for Public Hearing Items

July 19 for Preliminary Plat Submittal

July 26 for Regular Agenda Items

### **August 21, 2024**

July 31 for Public Hearing Items

August 2 for Preliminary Plat Submittal

August 9 for Regular Agenda Items

### **September 4, 2024**

August 14 for Public Hearing Items

August 16 for Prelim. Plat Submittal

August 23 for Regular Agenda Items

### **September 18, 2024**

August 28 for Public Hearing Items

August 30 for Preliminary Plat Submittal

September 6 for Regular Agenda Items

### **October 2, 2024**

September 11 for Public Hearing Items

September 13 for Preliminary Plat Submittal

September 20 for Regular Agenda Items

### **October 16, 2024**

September 25 for Public Hearing Items

September 27 for Preliminary Plat Submittal

October 4 for Regular Agenda Items

### **November 6, 2024**

October 16 for Public Hearing Items

October 17 for Preliminary Plat Submittal

October 25 for Regular Agenda Item

### **December 4, 2024**

November 13 for Public Hearing Items

November 15 for Preliminary Plat Submittal

November 20 for Regular Agenda Item