

**KODIAK CITY COUNCIL**

**WORK SESSION AGENDA**

**Tuesday, January 12, 2016**  
**Kodiak Public Library Multi-Purpose Room**  
**7:30 p.m.**

*Work sessions are informal meetings of the City Council where Councilmembers review the upcoming regular meeting agenda packet and seek or receive information from staff. Although additional items not listed on the work session agenda are sometimes discussed when introduced by the Mayor, Council, or staff, no formal action is taken at work sessions and items that require formal Council action are placed on a regular Council meeting agenda. Public comments at work sessions are NOT considered part of the official record. Public comments intended for the "official record" should be made at a regular City Council meeting.*

**Discussion Items**

1. Public Comments (limited to 3 minutes)
2. Discussion With Senator Gary Stevens and Representative Louise Stutes .....1
3. Contract Request From Discover Kodiak .....7
4. Discussion With City Planning and Zoning Representatives .....17
5. Discussion About Sales Tax, Exemptions, and Licensing.....PowerPoint
6. Selection of Councilmember for Near Island Land Use Study Technical Advisory Committee.....75
7. Update on Pier III Dock Dedication
8. Elected Officials Training/Travel Requests
9. January 14, 2016, Agenda Packet Review

**To Be Scheduled**

1. Elected Official ICS Training Dates

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**CITY OF KODIAK  
RESOLUTION NUMBER 2016-01**

**A RESOLUTION OF THE COUNCIL OF THE CITY OF KODIAK ADOPTING  
A FY2017 STATE CAPITAL IMPROVEMENTS PROGRAM LIST AND URGING  
CONTINUATION OF STATE MATCHING GRANT PROGRAMS AND REVENUE  
SHARING**

WHEREAS, the City of Kodiak uses a Capital Improvements Program planning process to identify the capital improvement project needs of the community; and

WHEREAS, this identification and planning process plays a vital role in directing the City's administration and is utilized as a long-range planning and policy setting tool for City infrastructure maintenance and enhancement; and

WHEREAS, the City of Kodiak is committed to paying its way to the greatest extent possible, but the cost of some of the City's capital project needs are greater than the resources available locally; and

WHEREAS, the Kodiak City Council has identified and prioritized capital improvement projects for submission to the Alaska State Legislature and Governor for funding consideration due to their significance and/or magnitude; and

WHEREAS, because Kodiak is the second largest commercial fishing port in the United States in terms of volume and third largest in terms of value of product landed, the City requires a large infrastructure to support this commercial activity; and

WHEREAS, the City of Kodiak relies upon the State of Alaska's legislative and matching grant programs and revenue sharing to continue to keep its economy strong.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Kodiak, Alaska, that the following infrastructure replacement/improvement projects and issues are considered of primary importance and are hereby adopted as the City of Kodiak's FY2017 State capital improvement project and issues list:

**1. Mill Bay Road Pavement Rehabilitation Project: \$1,500,000**

Mill Bay Road is a 2.5 mile major arterial that provides access to the City of Kodiak's main business district. It is the most traveled road in Kodiak with approximately 12,000 vehicle trips per day. The City took ownership of Mill Bay Road from the State after it was reconstructed by DOT in 1991. The road surface has developed extreme pavement wear in the driving lanes over the past 23 years and the City milled and repaved in 2001 and 2008. The road continues to deteriorate due to weather and traffic so the City completed a pavement assessment study which recommended repair for the full length of the road. Due to rapid deterioration of the road, the City developed a successful rehabilitation approach and

milled and overlaid approximately 6100 ft. of road to repair the worst sections at a cost of over \$2 million. The remaining 5,480 ft. of repair needed is estimated to cost \$1.5 million. The total road rehabilitation cost, including engineering and construction, is \$4 million. The City has contributed over \$2.5 million to the road rehabilitation project in the past three years. The City is requesting funding assistance for permitting, redesign, and construction for the remaining 5,480 ft. of the road in the amount of \$1,500,000 to fully rehabilitate Mill Bay Road.

## **2. Shelikof Street Bulkhead Parking**

**Funding Request: \$1,565,000**

In 2009, the City identified the need for pedestrian improvements from Pier II to downtown Kodiak to more safely accommodate pedestrian traffic and to improve facilities for local residents, workers, and businesses that use the pier, street, and access to the City's adjacent 250 slip boat harbor. The first phase of the project, construction of an ADA accessible sidewalk, new retaining walls, improved lighting and parking, and utility work was completed in 2013. The City is planning for and preparing the permitting and design of the next parking improvement phase of this project, which is to construct a 30 space bulkhead parking area on the south side of Shelikof Street adjacent to St. Paul Harbor. The roadway area adjacent to the proposed bulkhead parking is dangerously congested. Due to lack of adequate parking, vehicles block walkways, equipment operates in the ROW, and access to businesses is often blocked, forcing pedestrians into the roadway. Construction of additional off-road parking will direct pedestrian traffic out of the congested roadway. The net increase in parking will benefit harbor users and retail businesses along Shelikof Street. It will provide improved and safer pedestrian access from Marine Way to the fish processors in the immediate area. Associated tasks for this phase of the project include geotechnical investigation, design, permitting, mapping, construction, improved lighting, and utility relocates. The City of Kodiak is requesting state funding assistance for permitting, design, and construction in the amount of \$1,565,000 to complete design, permit, and construct this bulkhead parking project to enhance pedestrian and vehicle safety.

## **3. Shelikof Street Pedestrian Improvements Pier II to Downtown**

**Funding Request: \$1,100,000**

In 2009 the City of Kodiak started work to improve pedestrian and roadway improvements along Shelikof Street (Cannery Row) from Pier II to downtown Kodiak to more safely accommodate cruise ship passengers who walk along the street and to improve the roadway and parking facilities for local residents and businesses that use the highly congested street and pier year round. The first phase, construction of an ADA accessible sidewalk, improved lighting and parking, retaining walls, and utility relocates was completed in 2013. The City wants to begin work on a portion of the next phase of improvements with design and construction of a visitor shelter-information kiosk-public restroom facility at Pier II. The shelter will benefit ferry and cruise ship passengers and visitors with a place to come in out of the weather, a location for the distribution of visitor information, and provide the only public restroom facility at Pier II. The City has 65% engineering design drawings and two drawings showing floor plans and elevations. The City of Kodiak is requesting state funding assistance in the amount of \$1,100,000 through the cruise ship excise tax fund for planning,

permitting, design, and construction of this shelter for the community of Kodiak, its visitors, and residents.

**4. Replacement Ambulance \$200,000**

The City of Kodiak’s Fire Department provides advance emergency medical services to the residents, fishermen, and visitors to the City, as well as area Fire Protection Districts 1, 2, and 3, U.S. Coast Guard Base Kodiak, and all non-covered road system areas, with a total population estimate of over 10,000. The Department currently operates three Type 1 Advanced Life Support (ALS) ambulances which respond to an average of 850 medical calls a year. Service life of each ambulance is 10 years. The City has replaced two ambulances, but currently one ambulance has exceeded its expected service life by three years and reliability has become a serious issue with ongoing mechanical and electrical issues. The City will continue to look for funds to help offset the full cost of replacement of this important piece of emergency response equipment and will contribute local general fund money to replace the equipment associated with the ALS type ambulance. Therefore, the City is requesting funding assistance from the Legislature help fund the replacement of 1 Type 1 ambulance for an estimated total of \$200,000.

**5. Firefighting and Safety Equipment \$62,550**

The City of Kodiak’s Fire Department is a paid department of 13.75 FTEs that serves both the City residents, including 2 commercial boat harbors containing 600 slips and vessels, and those who live and have businesses in mutual aid response districts. The services provided are heavily dependent upon safety and other response equipment for the firefighters, EMTs, and public. The Department purchases necessary equipment through the General Fund and grants. Much of the equipment purchased must meet National Fire Protection Association (NFPA) and OSHA standards and be replaced periodically to maintain certification and ensure safety. The City is finding it more financially demanding to replace the life safety equipment while continuing normal operations as funding sources become more limited. Therefore, the City is requesting funding assistance from the Legislature to fund the replacement of 10 firefighting turnouts which firefighters wear when responding to an incident, 25 SCBA bottles needed to enter a fire or other hazardous environment, and 4 automatic external defibrillators (AEDs) to be placed in response vehicles for an estimated total of \$63,000.

**6. State Municipal Matching Grant and Harbor Facilities Grant Programs**

The economy of the City of Kodiak is based upon commercial fishing and all the work, such as local, state and federal governmental activities associated with support of the fisheries as well as research and enforcement activities are based on Kodiak’s fishing industry. Each year Kodiak ranks as a top commercial fishing port. In 2014, NOAA statistics put Kodiak as the second largest commercial fishing port in the United States in terms of volume and third in terms of value. This activity requires an infrastructure from potable water, replacement of

aging water, sewer, and storm drain systems, and harbor and dock infrastructure that is much larger than its population might suggest. The City of Kodiak relies heavily on the Department of Environmental Conservation Municipal Matching Grant Program to help fund repairs and replacement of the City's water, sewer, and storm drainage systems. The Kodiak Harbor Department relies on the State's Harbor Facilities Grant Program to help match costs for dock replacements. The City of Kodiak urges the State to continue to support these matching grant programs to avoid shifting the burden of costs back on local governments.

## **7. State Revenue Sharing**

As the cost of providing governmental services rise, the City of Kodiak must rely on and use all sources of revenue carefully to meet its obligations. The City received \$377,926 in revenue sharing this year, a substantial drop from the \$572,936 received three years ago. The City urges the State to continue to provide revenue sharing to local governments through this program.

CITY OF KODIAK

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MAYOR

ATTEST:

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CITY CLERK

Adopted:

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**From:** Chastity McCarthy [director@kodiak.org]  
**Sent:** Friday, October 02, 2015 3:58 PM  
**To:** Kniazowski, Aimee  
**Cc:** Marlar, Debra; Branson, Pat; Bishop, Randall; Haines, Terry; Davidson, Charles; Saravia, Gabriel; Walker, Rich; jwiddon@city.kodiak.ak.us  
**Subject:** Discover Kodiak Proposal  
**Attachments:** bedtaxcontract.docx  
  
**Categories:** Council Agenda Items

Mayor Branson, Manager Kniazowski & City Council,

Discover Kodiak would like to be placed on the agenda for the City to discuss a rotating contract based on the previous years earned bed tax revenue. We feel this could ensure Discover Kodiak's funding at a sustainable level, based on the work we put in, and also provide us with further incentive to drive tourism to the City. Furthermore, this eliminates Discover Kodiak's unnecessary involvement in council politics and budgeting, freeing up more resources to our organization.

Please see the attached proposal from Discover Kodiak.

*Chastity*

Chastity McCarthy  
Executive Director  
Discover Kodiak  
100 Marine Way, Suite 200  
Kodiak, AK 99615  
(907) 486-4782  
(907)486-6545 fax  
[www.kodiak.org](http://www.kodiak.org)

**Discover Kodiak's mission is to promote sustainable development of the tourism industry throughout Kodiak Island Borough, thereby increasing economic opportunities, jobs and local tax revenues.**

 Please consider the environment before printing this email.

## **Organization Overview**

Discover Kodiak is a scope of work contractor for the City of Kodiak. Our organization reports to a nine member board of directors. The organization began in 1985 and promotes the entire geographic area of Kodiak Island, Alaska. Our major focus is the leisure traveler with a high percentage of our visitors coming for fishing and/or bear viewing. We also reach out to the media as well as convention and meeting planners.

The most recent research on Kodiak Island visitors and non-visitors can be found by requesting a copy of our annual report. Attractions in the destination include a historical downtown, six surrounding villages, and a beautiful, scenic outdoor haven. The region is often referred to as Alaska untamed. More information about Discover Kodiak can be obtained at our website [www.kodiak.org](http://www.kodiak.org).

**Historical Funds Overview:** The Kodiak Island Convention & Visitors Bureau was incorporated as a 501 (c) 6 in 1985. The City of Kodiak allocated bed tax the same year. This ordinance was placed regarding the overnight stays.

### ***3.08.010 Levy of sales tax***

*(a) A sales tax of 12 percent of the rental charge, consisting of a levy of 5% in addition to the general sales tax levy of seven percent levied under subsection (b) of this section, is levied on all transient room rentals within the city. This sales tax will also be known as the “bed tax.”*

*(c) Five-twelfths of the sales taxes collected under KCC [3.08.010\(a\)](#) shall be allocated to a separate fund or account to be appropriated and utilized solely for increased development of the tourist industry, and is to be allocated as follows:*

- (1) Seventy percent or less to a council-approved tourism program;*
- (2) Twenty percent or more for tourism enhancement projects, such as beautification within the city, development of which shall be solely at the council’s discretion; and*
- (3) Ten percent for the administrative costs associated with such programs.*

Currently, Discover Kodiak does a yearly request for the City Bed Tax funds based on scope of work, quarterly reporting, upcoming projects, etc.

Discover Kodiak believes that allocating a certain percentage of the bed tax funds to our organization promotes a stronger incentive to keep driving for bed tax and eliminates much of the political process that often wastes bureau resources.

We typically receive about 50% of the yearly produced bed tax funds (only the 5% of levied sales).

## **Purpose & Services Required**

\*highlighted on contract below.

### **DESTINATION MARKETING & TOURISM DEVELOPMENT PROGRAM AGREEMENT**

THIS AGREEMENT is entered into by and between the City of Kodiak, Alaska, (City) and the Kodiak Island Convention and Visitors Bureau (contractor) for the purpose of setting forth the terms and conditions pursuant to which the CVB shall be contracted to provide destination marketing and tourism development activities for the City of Kodiak.

**Section 1. INTENT OF AGREEMENT.** The CVB is hereby contracted to provide a Board of Directors, which will serve as the policy making body for the CVB and will employ a minimum of one full time equivalent employee (FTE) to focus on destination marketing and tourism development for the City of Kodiak.

**Section 2. SCOPE OF WORK.** The CVB's executive director (ED) will be hired by and work at the direction of the Board of Directors and the (ED) will hire and manage necessary staff to carry out the following tasks:

- a. Produce marketing materials, including the Discover Kodiak Visitor Guide.
- b. Provide information about the City of Kodiak to the traveling public.
- c. Maintain and staff the Kodiak Visitor Center.
- d. Keep the City Council and community at large informed as to the results of the CVB's marketing efforts and the state of the local tourism industry.
- e. Work with the Alaska Travel Industry Association (ATIA) and other statewide marketing organizations to ensure that the City of Kodiak is represented in their ongoing national and international marketing programs.
- f. Continue development of the [www.kodiak.org](http://www.kodiak.org) website to improve usability and visibility to visitors, potential businesses, and residents.
- g. Work with the City of Kodiak to determine the role tourism does and can play in the communities economy.
- h. Participate in the Comprehensive Economy Development Strategy committee to foster an understanding of the tourism industry and opportunities and challenges facing the industry.
- i. Work with the Kodiak Chamber of Commerce to transform the visitor industry into a significant component of the City of Kodiak's economy.
- j. Work with Kodiak College, the Kodiak Island Borough School District, Kodiak Area Native organizations, and other organizations to encourage entrepreneurship and assist small business development in the visitor industry
- k. Explore new employment and business opportunities related to the Kodiak visitor industry
- l. Develop a travel press kit to be available on the kodiak.org website, develop a distribution plan for the kit to a variety of travel media.

- m. Work with the airline industry and the Alaska Marine Highway System to maintain and improve access for visitors to Kodiak.
- n. Attend travel trade show to promote Kodiak to travel agents and consumers.
- o. Expand advertising and marketing specific to the Kodiak Convention Center.

A minimum of four Marketing Committee (Board of Directors) meetings will be scheduled during the term of this Agreement for the purpose of maintaining committee input and guiding the efforts of the CVB. A report of all marketing activities of the contractor will be submitted to the City Manager on a quarterly basis and a report will be submitted/presented to the Kodiak City Council annually.

**Section 3. TERM.** This agreement will remain in effect July 1, 2016 through June 30, 2019, unless earlier terminated. This is a three year contract. Either party shall have the right to terminate the agreement without penalty upon one month's written notice to the other.

**Section 4. COMPENSATION.** As compensation for all services rendered under this agreement, the CVB shall be paid 65% of the previous years bed tax revenue by the City of Kodiak. Said compensation shall be paid in equal installments of \$\_\_\_\_\_ on the second Friday of July and October, and January and April of each said year.

# DISCOVER KODIAK ALASKA UNTAMED™

## Quarterly Report to the City of Kodiak

January 1, 2016

### Achievements:

- Awarded the 2017 Alaska Travel Industry Association convention bid! 500 delegates coming to Kodiak October 1-6, 2017.
- Distributed & marketed the new Discover Kodiak Destination Video:  
<https://www.youtube.com/watch?v=LyX39pIJNDs&feature=share>  
Have reached over 12,500 views. Launch date was September 11<sup>th</sup>. This video is also featured as DiscMakers new promotional material.



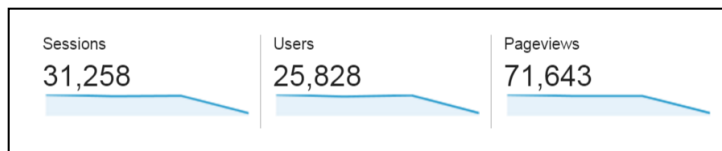
- Completed the 2016 Visitor Guide & Mini- International Guide.
- Completed the 2016-2017 Kodiak Community Map.
- Hosted a 2017 ATIA Convention Committee meeting formed through interested parties in the community.
- Partnered with Adventure Travel Trade Association (ATTA) and Visit Anchorage, in preparation for the 2016 ATTA Pre-Summits to Kodiak.
- Featured in Flight Networks blog as top Alaskan round-trip destination.
- Partnered with Kodiak Association of Charter boat Operators to take a lead part in the 2016 Kodiak King Salmon Derby.
- Partnered with Karluk schools to advertise and distribute student crafted information sheets on Kodiak whales.

- Assisted in a feasibility study for possible new hotel in Kodiak Borough with a local area native corporation.
- Sat on the fundraising committee for “Rebuild the Bear” with the Kodiak Brown Bear Trust, Kodiak Refuge, and Fish N Game.

**Website:** Our website remains consistent in gaining usability and visibility by visitors, potential businesses, and residents. We continue to update available merchandise, newsletters, media displays and advertising options for our members.

Bear Tracks newsletter continues monthly. This is our informational newsletter and it is viewable on our website, [www.kodiak.org](http://www.kodiak.org), for people interested throughout the community and also operators or other people associated with travel and tourism throughout the US. We have sustained our weekly blog that incorporates keywords for SEO searches and fun, relatable Kodiak content for potential visitors. It also gives our membership the ability to be a feature for advertising their business. Newsletter and blog now feature membership advertising opportunities.

*September 30- December 31 :*



**Visitor Center:** The visitor center is working with a group called Trail Genius to produce a hiking/mapping kiosk in the visitor center. Will begin filming this June.

Discover Kodiak now consigns with 6 local artists to feature local, handcrafted items.

We are currently replenishing our visitor center stock, and ordering new proprietary products, featuring a new bear claw logo.

**2015 brought a total of 13,439 visitors into the visitor center.**

**Membership:** Since July we have had 4 new members join, making our membership total 208.

We have created new booth sharing and brochure distribution opportunities for the upcoming season, as well as advertising features in different collateral materials.

We have continued the transition from a membership organization to a partnership organization; allowing all local businesses to purchase our advertising opportunities.

We have continued the dual membership feature with the Kodiak Chamber of Commerce.

**Cruise Industry:** Hosted 12 cruise ships with 14,076 passengers this season.

Currently scheduled for 14 cruise ships in 2016 bringing in 21,122 passengers.

We are working with our membership to develop the partnership between themselves and Holland in effort to get more operators pre-booked on these cruise ship days.

**Social Media:**

We have a staff person who has been engaging on social media with potential Kodiak visitors. Through this service we have been able to build relationships with both domestic and international consumers while answering numerous questions floating around the World Wide Web about what Kodiak has to offer.

We have: 26,632 likes on Facebook; 1196 Twitter followers, 212 Pinterest followers, 177 Instagram followers.

**Additional targeted case distribution of Kodiak Visitor Guide:**

Alaska Car & Van Rental, Anchorage Grand Hotel, Extended Stay Downtown, Extended Stay Midtown, Aspen Extended Stay, Best Western Golden Lion, Barrett Inn, Chelsea Inn, Clarion Suites, Comfort Inn, Comfort Suites Airport, Courtyard by Marriott, Marriott Downtown, Day's Inn, Elmendorf Armed Services Y, Elmendorf Travel Center, Elmendorf Outdoor Rec., Executive Suites, Ft. Richardson Armed Service Y, Ft. Richardson Lodging, Ft. Rich-Outdoor Rec., Girdwood bake shop, Golden Nugget Camper Park, Hawthorne Suites, Howard-Johnson Hotel, Long House Alaskan, Quality Inn, NEW Ramada Inn Downtown, Springhill Suites by Marriott, 4th Avenue Marketplace, The Inn at Whittier, Elmendorf North Star Inn, Super 8 Motel, Clippership Motorhome rental, Marriott University Lake, ABC Motorhome Rental, Midnight Sun Car rental, Hilton Hotel, Ted Stevens International Airport, The Railroad Station.

And these local businesses continue distributing our visitor guide:

Island Seafoods, Best Western Kodiak Inn, Coast Guard Spouses Association, Alaska Seafood Marketing Industry, Shelikof Lodge, Seahawk Air, Alaska Marine Highway, Andrew Airways, Koniag, Kodiak Wildlife Refuge, Baranov Museum, Kodiak Touch tank, Russian Heritage Inn, Coast Guard Auxiliary, KANA, Kodiak CHARR, Mack's Sport Shop, First Student, Comfort Inn Kodiak, Cy's Sporting Goods, Guarding Landing, Pickled Willy's, Henry's Restaurant, Harpoon Alaska, Frontier Baptist, Kodiak Adventures Unlimited, Elks Lodge, Kodiak Fisheries Research Center, Harbormasters Office, Harpoon Alaska and many other local bed & breakfasts.

**Advertising Featured In:**

|                               |                 |
|-------------------------------|-----------------|
| Alaska State Travel Planner   | Fish Alaska     |
| Vacation Country Travel Guide | Alaska Magazine |
| Sunset Magazine               | Birding Digest  |

**Community Outreach:**

- Participated in the Kodiak High Schools career fair in November.
- Working to promote other Non-Profits using our website and the visitor center. Have been switching the home page on [www.kodiak.org](http://www.kodiak.org) to advertise other non-profit events and services.
- Sat on the fundraising committee for "Rebuild the Bear" with the Kodiak Brown Bear Trust, Kodiak Refuge, and Fish N Game.

- Partnered with Kodiak Association of Charter boat Operators to take a lead part in the 2016 Kodiak King Salmon Derby.
- Partnered with Karluk schools to advertise and distribute student crafted information sheets on Kodiak whales.

**Participating In:**

Have continued serving on the Chamber of Commerce Board of Directors, the Kodiak Non-Profit Coalition, the Kodiak Island Local Emergency Planning Committee, Kodiak College Advisory Council, State of Alaska Public Relations/Advertising Committee, Kodiak KUBS, Crab Festival Committee and Noon Rotary Club.



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**KODIAK ISLAND BOROUGH**  
**AGENDA STATEMENT**  
**JANUARY 7, 2016**  
**ASSEMBLY REGULAR MEETING**

**TITLE:** Ordinance No. FY2016-07 Amending Kodiak Island Borough Code Chapter 17.25 Definitions, Chapter 17.165 Recreational Vehicle Parks, and Related Chapters in Title 17 Zoning to Revise and Update the Standards for Recreational Vehicle Parks in the Borough and to Specifically List Recreational Vehicle Parks as a Conditional or Prohibited Land Use.

**ORIGINATOR:** Jack Maker

**FISCAL IMPACT:** No  
Account Number:

**FUNDS AVAILABLE:**  
Amount Budgeted:

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**SUMMARY STATEMENT:**

There is a growing awareness of the need for additional affordable and workforce housing options in Kodiak. The use of recreational vehicles as temporary housing may be one part of a regulatory solution to address this multi-faceted issue. Some of the existing regulatory requirements for recreational vehicle parks have been noted as a disincentive for establishing new recreational vehicle parks or expanding existing parks. These amendments address this issue by reducing or eliminating some of the zoning requirements for recreational vehicle park development.

The Planning and Zoning Commission held work sessions and/or special meetings to review the proposed amendments on August 12, September 2, September 9, October 7, October 14, and November 10, 2015. The Commission held public hearings on the amendments at their September 16, 2015 and November 18, 2015 regular meetings. Following the November 18, 2015 public hearing, the Commission voted unanimously to recommend that the Borough Assembly approve the ordinance amending Chapters 17.25 KIBC, 17.165 KIBC, and related Chapters of Title 17, Zoning to revise and update the standards for recreational vehicle parks in the Borough.

The Assembly postponed this Ordinance on December 17, 2015 to the January 7, 2016 Regular Meeting. The Assembly requested that they be provided a copy of the Attorney's review.

**RECOMMENDED MOTION:**

The motion on the floor is to "Move to adopt Ordinance No. FY2016-07."

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**SUBSTITUTED VERSION**  
**VERSION 3**  
**REMOVAL OF EXHIBIT A REFERENCES**

Introduced by: KIB Manager  
Requested by: P&Z Commission  
Drafted by: CDD  
Introduced: 12/03/2015  
Public Hearing: 12/07/2015  
Postponed: 12/07/2015  
Adopted:

**KODIAK ISLAND BOROUGH**  
**ORDINANCE NO. FY2016-07**

**AN ORDINANCE OF THE ASSEMBLY OF THE KODIAK ISLAND BOROUGH AMENDING CHAPTERS 17.25 KIBC (DEFINITIONS), 17.165 KIBC (RECREATIONAL VEHICLE PARKS), AND RELATED CHAPTERS OF TITLE 17, ZONING TO REVISE AND UPDATE THE STANDARDS FOR RECREATIONAL VEHICLE PARKS IN THE BOROUGH AND TO SPECIFICALLY LIST RECREATIONAL VEHICLE PARKS AS A CONDITIONAL OR PROHIBITED LAND USE**

**WHEREAS,** as a second class Borough, the Kodiak Island Borough exercises planning, platting, and land use regulations on an area wide basis pursuant to Chapter 29.40 Alaska Statutes; and

**WHEREAS,** in accordance with AS 29.40, the Kodiak Island Borough adopted the 2008 Comprehensive Plan update on December 6, 2007 (Ordinance No. FY2008-10) to replace the 1968 Comprehensive Plan; and

**WHEREAS,** the Kodiak Island Borough has adopted KIBC Title 17 (Zoning) in accordance with AS 29.40 to implement the Kodiak Island Borough Comprehensive Plan; and

**WHEREAS,** KIBC 17.205.010 provides that "Whenever the public necessity, convenience, general welfare or good zoning practice requires, the assembly may, by ordinance and after report thereon by the commission and public hearing as required by law, amend, supplement, modify, repeal or otherwise change these regulations and the boundaries of the districts;" and

**WHEREAS,** there is a growing awareness of the need for additional affordable and workforce housing options in Kodiak; and

**WHEREAS,** the use of recreational vehicles as temporary housing may be one part of a regulatory solution to address this multi-faceted issue; and

**WHEREAS,** some of the existing regulatory requirements for recreational vehicle parks have been noted as a disincentive for new recreational vehicle parks to be established; and

**WHEREAS,** the public necessity and general welfare of the community may be better served by amending the code to reduce or eliminate some zoning requirements for new or expanded recreational vehicle parks rather than requiring strict adherence to existing zoning requirements for these parks; and

50 **WHEREAS**, the amendments to Chapters 17.25 KIBC (Definitions) 17.40 (WH-Wildlife  
51 Habitat), 17.50 (C-Conservation), 17.55 (RD-Rural Development), 17.60 (RR2-Rural  
52 Residential Two), 17.65 (RR-Rural Residential), 17.70 (RR1-Rural Residential One), 17.75  
53 (R1-Single-family Residential), 17.80 (R2-Two-family Residential), 17.85 (R3-Multi-family  
54 Residential), 17.95 (RNC-Rural Neighborhood Commercial), 17.100 (UNC-Urban  
55 Neighborhood Commercial), 17.105 (I-Industrial), 17.110 (RB-Retail Business), 17.120 (LI-  
56 Light Industrial), 17.130 (PL-Public Use Lands), and 17.165 (Recreational Vehicle Parks)  
57 of Title 17 will accomplish the stated public need; and  
58

59 **WHEREAS**, the Planning and Zoning Commission held work sessions or special  
60 meetings to review the proposed changes on August 12, September 2, September 9,  
61 October 7, October 14, and November 10, 2015; and  
62

63 **WHEREAS**, the Planning and Zoning Commission set aside time for public input and  
64 discussion at each work session; and  
65

66 **WHEREAS**, the Planning and Zoning Commission held public hearings on September  
67 16, 2015 and November 18, 2015 and following the November 18, 2015 public hearing,  
68 voted to transmit their recommendations for revisions to Title 17 to the Borough Assembly;  
69 and  
70

71 **WHEREAS**, as part of their recommendation to adopt the revisions to Chapters 17.25,  
72 17.40, 17.50, 17.55, 17.60, 17.65, 17.70, 17.75, 17.80, 17.85, 17.95, 17.100, 17.105,  
73 17.110, 17.120, 17.130, and 17.165 KIBC, based on the Planning and Zoning  
74 Commission adopted Findings of Fact, **which are attached hereto as Exhibit A**; and  
75

76 **NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KODIAK ISLAND**  
77 **BOROUGH that:**  
78

79 **Section 1:** This ordinance is of a general and permanent nature and shall become a  
80 part of the Kodiak Island Borough Code of Ordinances; and  
81

82 **Section 2:** This ordinance shall be effective upon adoption.  
83

84 **Chapter 17.25**  
85 **DEFINITIONS**

86 ...  
87

88 **17.25.190 R definitions.**  
89 ...  
90

91 "Recreational vehicle" means a vehicular-type unit primarily designed as living quarters for  
92 recreational, camping, or travel use, which either has its own motive power or is mounted  
93 on or drawn by another vehicle ~~and does not exceed eight feet in width or 35 feet in~~  
94 ~~length~~. Examples of recreational vehicles are travel trailers, camping trailers, truck  
95 campers, and motor homes.

96 "Recreational vehicle park" means a tract of land upon which two or more recreational  
97 vehicle spaces are located, established, or maintained for occupancy by recreational  
98 vehicles ~~of the general public as temporary living quarters for 20 percent of the park's~~

99 ~~occupants and permanent living quarters for 80 percent of the park's occupants. A~~  
100 ~~recreational vehicle park may include an area designated for camping.~~  
101 "Recreational vehicle space" means a plot of ground within a recreational vehicle park  
102 intended for the accommodation of a recreational vehicle, or other individual camping unit  
103 on a temporary or permanent basis.  
104 ...  
105

106 **Chapter 17.165**  
107 **RECREATIONAL VEHICLE PARKS**

108 **Sections:**

- 109 17.165.010 Intent.  
110 ~~17.165.020 Definitions. (Note: Moved to Chapter 17.25 Definitions to eliminate~~  
111 ~~duplication)~~  
112 17.165.030 Conditional use.  
113 17.165.035 Prohibited use.  
114 17.165.040 Development standards for recreational vehicle parks.  
115 17.165.045 Development standards for camping areas in recreational  
116 vehicle parks.  
117 17.165.050 Recreational vehicles on individual lots.  
118

119 **17.165.010 Intent.**

120 The intent of this chapter is to provide minimum acceptable standards for the  
121 establishment and permanent maintenance of recreational vehicle parks. It is also the  
122 intent of this chapter to provide locations and acceptable standards for the  
123 temporary use of recreational vehicles. [Ord. 90-39 §2, 1990; Ord. 85-8-O §1, 1985;  
124 Ord. 82-34-O §4, 1982. Formerly §17.53.010].  
125

126 **~~17.165.020 Definitions.~~**

127 ~~For the purpose of this title the following definitions apply:~~

128 ~~"Manufactured home" means a structure, transportable in one or more sections, which in~~  
129 ~~the traveling mode is eight body feet or more in width or 40 body feet or more in length, or,~~  
130 ~~when erected onsite is 320 or more square feet and which is built on a permanent chassis~~  
131 ~~and designed to be used as a dwelling with or without a permanent foundation when~~  
132 ~~connected to the required utilities, and includes the plumbing, heating, air conditioning,~~  
133 ~~and electrical systems contained therein. Calculations used to determine the number of~~  
134 ~~square feet in a structure will be based on the structure's exterior dimensions measured at~~  
135 ~~the largest horizontal projections when erected onsite. These dimensions will include all~~  
136 ~~expandable rooms, cabinets, and other projections containing interior space, but does not~~  
137 ~~include bay windows. This term includes all structures which meet the requirements~~  
138 ~~except the size requirements and with respect to which the manufacturer voluntarily files a~~  
139 ~~certification pursuant to subsection 3282.12 and complies with the standards set forth in~~  
140 ~~Part 3280 (24 CFR Chapter 20 Part 3280).~~

141 ~~"Recreational vehicle" means a vehicular type unit primarily designed as living quarters for~~  
142 ~~recreational, camping, or travel use, which either has its own motive power, or is mounted~~  
143 ~~on or drawn by another vehicle and does not meet the definition of a "manufactured~~  
144 ~~home." Examples of recreational vehicles are travel trailers, camping trailers, truck~~  
145 ~~campers, and motor homes.~~

146 ~~"Recreational vehicle park" means a tract of land upon which at least 10 or more~~  
147 ~~recreational vehicle spaces are located, established or maintained for occupancy by~~  
148 ~~recreational vehicles of the general public.~~

149 ~~"Recreational vehicle space" means a plot of ground within a recreational vehicle park~~  
150 ~~intended for the accommodation of a recreational vehicle, or other individual camping on a~~  
151 ~~temporary or permanent basis. [Ord. 90-39 §2, 1990; Ord. 85-8-O §1, 1985; Ord. 83-56-~~  
152 ~~O(A) §§1-3, 1983; Ord. 82-34-O §4, 1982. Formerly §17.53.020].~~

153  
154 **17.165.030 Conditional use.**

155 Because of their potential impact on adjacent land uses, recreational vehicle parks shall  
156 only be permitted as conditional uses in all ~~land~~ **zoning** districts, except where  
157 prohibited pursuant to section 17.165.035, below. [Ord. 90-39 §2, 1990; Ord. 85-8-O  
158 §1, 1985; Ord. 82-34-O §4, 1982. Formerly §17.53.030].

159  
160 **17.165.035 Prohibited use.**

161 **Recreational vehicle parks are prohibited in the following zoning districts:**

162 **A. NU-Natural Use;**

163 **B. W-Watershed; and**

164 **C. WH-Wildlife Habitat.**

165  
166 **17.165.040 Development standards for recreational vehicle parks.**

167 The following development standards shall be met or exceeded by all recreational vehicle  
168 parks prior to the placement or occupancy of any recreational vehicle in the park:

169 A. Density. The average park density shall not exceed 25 recreational vehicle sites per  
170 acre.

171 B. Area. Each recreational vehicle space shall contain not less than 1,000 square feet of  
172 area.

173 C. Width. Each recreational vehicle space shall be at least ~~20~~ **25** feet wide.

174 D. Occupancy.

175 1. A recreational vehicle park shall only accommodate recreational vehicles ~~and tent~~  
176 ~~camping.~~

177 2. One mobile home or permanent structure may be located or installed in a recreational  
178 vehicle park for use by persons engaged in the management or operation of the  
179 recreational vehicle park.

180 3. No structure or attachment shall be constructed or installed on any recreational vehicle  
181 space, or to any recreational vehicle.

182 4. ~~The recreational vehicle park owner~~ **No person** shall ~~not~~ locate any recreational vehicle  
183 in the park for the purpose of renting or leasing the recreational vehicle to another.

184 **5. A recreational vehicle park may contain an area designated for camping, provided**  
185 **such area meets the requirements of KIBC 17.165.045.**

186 E. Setbacks. No recreational vehicle space shall be closer than 25 feet to any **front**  
187 property line facing a public street or closer than ~~eight~~ **10** feet to any other property line.

188 F. Separation **requirements between recreational vehicles.**

189 1. No part of a recreational vehicle shall be located closer than 10 feet from any other  
190 recreational vehicle on an adjacent **recreational vehicle** space-;

191 **2. No portion of a recreational vehicle will be closer than 5' from the recreational**  
192 **vehicle space boundary; and**

193 **3. These separation requirements include any slide out or bump out extensions.**

194 ~~G. Open Space and Play Area. A space containing not less than five percent of the gross~~  
195 ~~area to be developed shall be set aside, designated, equipped and maintained as an open~~  
196 ~~space and play area. The area shall be well-drained and graded, kept free from dust, and~~  
197 ~~kept clean and free from the accumulation of refuse, garbage, rubbish or debris (Repealed~~  
198 ~~by Ordinance No. FY16-07, §2, 2015).~~

199 H. Screening. ~~Fifty percent sight obscuring screening that is a minimum of six feet in~~  
200 ~~height shall be provided and permanently maintained along all property lines. As an~~  
201 ~~example, appropriate screening could include a fence along the side and rear property~~  
202 ~~lines and landscaped screening with an entrance way along the front property line. The~~  
203 ~~planning and zoning commission may require that a fence, wall, or hedge be~~  
204 ~~established and maintained between the recreational vehicle park and any other lot~~  
205 ~~or land use.~~  
206 I. Required Water and Sewer Toilet and Shower Facilities. ~~Toilet and shower facilities will~~  
207 ~~be provided as required by the more restrictive of the borough's currently adopted Uniform~~  
208 ~~Plumbing Code or the state of Alaska public accommodation regulations. All recreational~~  
209 ~~vehicles shall be connected to public sewer and water or ADEC approved water and~~  
210 ~~wastewater disposal systems.~~  
211 ~~J. Lighting. During the hours of darkness adequate lighting shall be maintained at the~~  
212 ~~entrances to restroom facilities and within the restroom facilities. (Repealed by Ordinance~~  
213 ~~No. FY16-07, §2, 2015).~~  
214 ~~K. Waste Disposal Station. At least one waste disposal station shall be provided in~~  
215 ~~accordance with state of Alaska regulations. (Repealed by Ordinance No. FY16-07, §2,~~  
216 ~~2015).~~  
217 L. Roads. Well-drained, gravel-surfaced roadways, not less than 12 feet in width for one-  
218 way traffic and not less than 20 feet in width for two-way traffic, shall provide access to  
219 each recreational vehicle space.  
220 M. Solid Waste Management. A solid waste management plan must be provided to and  
221 approved by the borough engineering and facilities department staff. [Ord. 90-39 §2, 1990;  
222 Ord. 85-8-O §1, 1985; Ord. 83-56-O(A) §§4, 8, 1983; Ord. 82-34-O §4, 1982. Formerly  
223 §17.53.040].  
224  
225 17.165.045 Development standards for camping areas in recreational vehicle parks.  
226 The following development standards shall be met or exceeded by all recreational  
227 vehicle parks with an area designated for camping. Compliance with these  
228 requirements must be demonstrated prior to the use of any camping area in the  
229 park:  
230 A. Each campsite shall contain a level area of at least 600 square feet for erecting  
231 camping equipment and one parking space.  
232 B. The maximum length of stay for a recreational vehicle in a camping space is 180  
233 days in a 12 month period. This provision is to prohibit the use of camping areas for  
234 permanent or semi-permanent use as a dwelling.  
235 C. Waste Disposal Station. At least one waste disposal station shall be provided in  
236 accordance with state of Alaska regulations.  
237 D. Required Toilet and Shower Facilities. Toilet and shower facilities will be  
238 provided as required by the more restrictive of the Borough's currently adopted  
239 Plumbing Code or the state of Alaska public accommodation regulations.  
240 E. Lighting. During the hours of darkness adequate lighting shall be maintained at  
241 the entrances to toilet and shower facilities, the waste disposal station, and any  
242 park office.  
243 F. Roads. Well-drained, gravel-surfaced roadways, not less than 12 feet in width for  
244 one-way traffic and not less than 20 feet in width for two-way traffic, shall provide  
245 access to each campsite.  
246 G. Solid Waste Management. A solid waste management plan must be provided to  
247 and approved by the borough engineering and facilities department staff.  
248



249 **17.165.050 Recreational vehicles on individual lots.**  
 250 A. Recreational vehicles may be used as dwelling units on individual lots when they are  
 251 used in conjunction with the construction of a permanent dwelling unit. They may be  
 252 located on an individual lot for a period of not more than ~~180 days one year. A one-time~~  
 253 ~~extension of up to 180 days~~ Extensions in one year increments for no more than 5  
 254 years will be permitted by staff if there has been ~~substantial~~ progress made towards the  
 255 completion of the permanent dwelling unit. Recreational vehicles shall be completely  
 256 vacated at the expiration of this time limit.  
 257 1. No certificate of occupancy shall be issued for the permanent dwelling unit until the  
 258 recreational vehicle is vacated, in conformance with all applicable regulations.  
 259 2. Any recreational vehicle used as provided for in subsection A of this section is required  
 260 to be connected to either the public sewer and water system or an individual on-site septic  
 261 system and well.  
 262 B. The parking or otherwise locating of recreational vehicles for any purpose other than  
 263 storage or as permitted in subsection A of this section outside a recreational vehicle park  
 264 is ~~prohibited unless authorized by the issuance of zoning compliance~~ subject to the  
 265 following limitations:  
 266 1. Only one recreational vehicle is permitted per lot;  
 267 2. The maximum length of occupancy ~~for each lot is 60~~ 120 days in each 12-month period;  
 268 3. The recreational vehicle cannot reduce the available off-street parking spaces to less  
 269 than ~~two~~ three spaces;  
 270 4. No portion of a recreational vehicle occupied under this section can be located in a  
 271 right-of-way; and  
 272 5. Recreational vehicles occupied under this section must be located on a residentially  
 273 zoned lot with a main dwelling or on an adjacent lot in common ownership.  
 274 ~~C. The intent of this section is to provide locations for the temporary use of recreational~~  
 275 ~~vehicles by visitors and tourists.~~ (Repealed by Ordinance No. FY16-07, §2, 2015). [Ord.  
 276 90-39 §2, 1990. Formerly §17.53.050].  
 277  
 278

279 **Chapter 17.40**  
 280 **WH – WILDLIFE HABITAT DISTRICT**

281 ...  
 282

283 **17.40.040 Prohibited use.**  
 284 The following land uses ~~is~~ are prohibited: ~~livestock grazing through a lease from the~~  
 285 ~~borough.~~  
 286 A. Livestock grazing through a lease from the borough; and  
 287 B. Recreational vehicle parks.  
 288 [Ord. 81-43-O §1, 1981. Formerly §17.11.040].  
 289

290 ...  
 291

292 **Chapter 17.50**  
 293 **C – CONSERVATION DISTRICT**

294 ...  
 295

296 **17.50.040 Conditional uses.**  
 297 The following land uses and activities may be allowed by obtaining a conditional use  
 298 permit in accordance with the provisions of Chapter 17.200 KIBC:

- 299 A. All of the conditional uses in the NU natural use zoning district;
- 300 B. Airstrips;
- 301 C. Commercial livestock grazing, excluding those areas historically established for
- 302 livestock grazing as described in KIBC 17.50.020(B), where it is a permitted use;
- 303 D. Lodges that have provisions for more than six clients;
- 304 E. Logging camps and timber harvesting support facilities (e.g., log transfer facilities),
- 305 including timber products processing facilities;
- 306 F. Nonrecreational mineral extraction activities and related structures;
- 307 G. Seafood processing facilities and related structures; ~~and~~
- 308 H. Transportation and utility facilities not otherwise permitted and not otherwise used in
- 309 conjunction with permitted uses (e.g., roads, pipelines, communications facilities, etc.);
- 310 and
- 311 I. Recreational Vehicle Parks. [Ord. 2001-05 §4, 2001; repealed and reenacted by Ord.
- 312 93-66 §2, 1993; Ord. 84-57-O §1, 1984; Ord. 82-46-O §2, 1982. Formerly §17.13.040].

313 ...

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**Chapter 17.55  
RD – RURAL DEVELOPMENT DISTRICT**

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**17.55.040 Conditional uses.**

320

The following land uses and activities may be allowed by obtaining a conditional use

321

permit in accordance with the provisions of Chapter 17.200 KIBC:

322

A. All of the conditional uses in the NU natural use and C conservation zoning districts;

323

~~and~~

324

B. Lodges that have provisions for more than 15 clients; and

325

C. Recreational vehicle parks. [Repealed and reenacted by Ord. 93-67 §2, 1993; Ord.

326

90-03 §2, 1990. Formerly §17.14.040].

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**Chapter 17.60  
RR2 – RURAL RESIDENTIAL TWO DISTRICT**

330 ...

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**17.60.030 Conditional uses.**

334

The following land use may be allowed by obtaining a conditional use permit in

335

accordance with the provisions of Chapter 17.200 KIBC:

336

A. Fireworks stands; and

337

B. Recreational vehicle parks. [Ord. 86-27-O §5, 1986; Ord. 83-16-O §1, 1983. Formerly

338

§17.15.030].

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340

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**Chapter 17.65  
RR – RURAL RESIDENTIAL DISTRICT**

342 ...

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345

**17.65.040 Conditional uses.**

346

The following land use may be permitted by obtaining a conditional use permit in

347

accordance with Chapter 17.200 KIBC:

348

A. Fireworks stands; and

349 B. Recreational vehicle parks. [Ord. 89-31-O §2, 1989. Formerly §17.16.040].

350 ...

351

**Chapter 17.70**

352

**RR1 – RURAL RESIDENTIAL ONE DISTRICT**

353 ...

354

**17.70.030 Conditional uses.**

356 The following land use may be allowed by obtaining a conditional use permit in  
357 accordance with the provisions of Chapter 17.200 KIBC:

358 A. Fireworks stands; **and**

359 B. Recreational vehicle parks. [Ord. 84-59-O §1, 1984; Ord. 83-15-O §2, 1983. Formerly  
360 §17.17.030].

361 ...

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363

**Chapter 17.75**

364

**R1 – SINGLE-FAMILY RESIDENTIAL DISTRICT**

365 ...

366

**17.75.030 Conditional uses.**

368 The following land uses may be allowed by obtaining a conditional use permit in  
369 accordance with the provisions of Chapter 17.200 KIBC:

370 A. Hospitals;

371 B. Schools;

372 C. Bed and breakfasts; **and**

373 D. Vacation homes; **and**

374 E. Recreational Vehicle Parks. [Ord. FY2007-08-O §9, 2006; Ord. 86-27-O §7, 1986; Ord.  
375 83-17-O §2, 1983. Formerly §17.18.030].

376 ...

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378

**Chapter 17.80**

379

**R2 – TWO-FAMILY RESIDENTIAL DISTRICT**

380 Sections:

381 17.80.010 Description and intent.

382 17.80.020 Permitted uses.

383 17.80.025 Conditional uses.

384 17.80.030 Area requirements.

385 17.80.040 Yards.

386 17.80.050 Building height limit.

387 17.80.060 Public service requirement.

388 ...

389

17.80.025 Conditional uses.

391 The following land use may be permitted by obtaining a conditional use permit in  
392 accordance with Chapter 17.200 KIBC:

393 A. Recreational vehicle parks.

394 ...

395

396

**Chapter 17.85**

397

**R3 – MULTIFAMILY RESIDENTIAL DISTRICT**

398 Sections:

- 399 17.85.010 Description and intent.
- 400 17.85.020 Permitted uses.
- 401 **17.85.025 Conditional uses.**
- 402 17.85.030 Area requirements.
- 403 17.85.040 Yards.
- 404 17.85.050 Building height limit.
- 405 17.85.060 Public service requirement.
- 406 17.85.070 Group housing.
- 407 17.85.080 Site plan requirement.

408 ...  
409

410 **17.85.025 Conditional uses.**

411 **The following land use may be permitted by obtaining a conditional use permit in accordance with Chapter 17.200 KIBC:**

412 **A. Recreational vehicle parks.**

413 ...  
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415 ...  
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**Chapter 17.95  
RNC – RURAL NEIGHBORHOOD COMMERCIAL DISTRICT**

417 ...  
418

419 ...  
420

420 **17.95.040 Conditional uses.**  
421 The following land uses and activities may be allowed by obtaining a conditional use permit in accordance with the provisions of Chapter 17.200 KIBC:

422 A. Institutional facilities (e.g., hospitals, fire stations, group homes, correctional facilities, etc.); ~~and~~

423 B. Utility and service uses (e.g., substations); ~~and~~

424 **C. Recreational Vehicle Parks.** [Ord. 92-13 §3, 1992. Formerly §17.22.040].

425 ...  
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427 ...  
428

**Chapter 17.100  
UNC – URBAN NEIGHBORHOOD COMMERCIAL DISTRICT**

429 ...  
430

431 ...  
432

432 **17.100.040 Conditional uses.**  
433 The following land uses and activities may be allowed by obtaining a conditional use permit in accordance with the provisions of Chapter 17.200 KIBC:

434 A. Animal hospitals, veterinary clinics, and boarding kennels;

435 B. Automobile service stations;

436 C. Churches;

437 D. Commercial recreation facilities (e.g., racquetball courts, health clubs, ice rinks, etc.);

438 E. Institutional facilities (e.g., hospitals, fire stations, group homes, correctional facilities, etc.); ~~and~~

439 F. Utility and service uses (e.g., substations, etc.); ~~and~~

440 **G. Recreational Vehicle Parks.** [Ord. 92-13 §4, 1992. Formerly §17.23.040].

441 ...  
442

443 ...  
444

**Chapter 17.105  
I – INDUSTRIAL DISTRICT**

445 ...  
446

449  
450 **17.105.020 Conditional uses.**  
451 The following uses may be permitted by obtaining a conditional use permit in accordance  
452 with the provisions of Chapter 17.200 KIBC:  
453 A. Acetylene gas manufacture or storage;  
454 B. Ammonia, bleaching powder or chlorine manufacture;  
455 C. Cement, concrete, lime and plaster manufacture;  
456 D. Chemical bulk storage and sales;  
457 E. Garbage disposal sites, dumps and sanitary landfills; ~~and~~  
458 F. Petroleum or flammable liquid production, refining or storage. ; ~~and~~  
459 G. Recreational vehicle parks. [Ord. 81-40-O §2, 1981. Formerly §17.24.020].  
460 ...

461  
462 **Chapter 17.110**  
463 **RB – RETAIL BUSINESS DISTRICT**  
464 ...

465  
466 **17.110.040 Conditional uses.**  
467 The following land uses and activities may be allowed by obtaining a conditional use  
468 permit in accordance with the provisions of Chapter 17.200 KIBC:  
469 A. Automobile and boat sales, storage, and repair;  
470 B. Churches;  
471 C. Institutional facilities (e.g., hospitals, fire stations, group homes, correctional facilities,  
472 etc.);  
473 D. Outdoor storage, when screened by a sight-obscuring fence a minimum of six feet in  
474 height;  
475 E. Utility and service uses (e.g., substations, etc.);  
476 F. Warehouses; ~~and~~  
477 G. Wholesaling and distributing operations (excluding bulk fuel operations); ~~and~~  
478 H. Recreational Vehicle Parks. [Ord. 92-13 §5, 1992. Formerly §17.25.040].  
479 ...

480  
481 **Chapter 17.120**  
482 **LI – LIGHT INDUSTRIAL DISTRICT**  
483 ...

484  
485 **17.120.040 Conditional uses.**  
486 The following land uses and activities may be allowed by obtaining a conditional use  
487 permit in accordance with the provisions of Chapter 17.200 KIBC:  
488 A. New airports (when a facility is granted a CUP, all aviation-related uses will be  
489 considered permitted uses);  
490 B. Institutional facilities (e.g., hospitals, fire stations, group homes, correctional facilities,  
491 etc.); ~~and~~  
492 C. Junkyards and salvage yards; ~~and~~  
493 D. Recreational vehicle parks. [~~Ord. 92-13 §6, 1992. Formerly §17.27.040.~~]  
494 ...

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496 **Chapter 17.130**  
497 **PL – PUBLIC USE LANDS DISTRICT**  
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**17.130.030 Conditional uses.**

The following land uses may be allowed by obtaining a conditional use permit in accordance with the provisions of Chapter 17.200 KIBC:

- A. Airports;
- B. Correctional facilities;
- C. Dormitories;
- D. Governmental maintenance and service facilities and storage yards;
- E. Natural resource extraction;
- F. Solid waste disposal sites; ~~and~~
- G. Radio and television transmitters; ~~and~~
- H. Recreational vehicle parks. [Ord. 83-18-O §2, 1983. Formerly §17.33.030].

...  
**ADOPTED BY THE ASSEMBLY OF THE KODIAK ISLAND BOROUGH**

**THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2015**

**KODIAK ISLAND BOROUGH**

\_\_\_\_\_  
Jerrol Friend, Borough Mayor

ATTEST:

\_\_\_\_\_  
Nova M. Javier, MMC, Borough Clerk

546

## EXHIBIT A

547 Planning and Zoning Commission adopted Findings of Fact for Kodiak Island Borough  
548 Ordinance No. FY2016-07.

### 549 Findings of Fact

550 1. There is a growing need for additional affordable and workforce housing options in  
551 Kodiak. The use of recreational vehicles as temporary housing may be one part of a  
552 regulatory solution to address this multi-faceted issue.

553 2. The amendments to Chapters 17.25, 17.165, and related Chapters of Title 17 KIBC  
554 are intended to ease the regulatory burdens associated with establishing a new  
555 recreational vehicle park or expanding an existing recreational vehicle park.

556 3. The amendments to Chapters 17.25, 17.165, and related Chapters of Title 17 KIBC  
557 are consistent with the adopted Comprehensive Plan goals and policies related to  
558 housing and specifically, affordable housing.

559 4. The Planning and Zoning Commission recommends approval of the amendments to  
560 Chapters 17.25, 17.165, and related Chapters of Title 17 KIBC.



# Kodiak Island Borough

Community Development Department

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## Memorandum

Date: November 24, 2015

To: Borough Mayor and Assembly

Cc: Borough Manager *Bur*

From: Robert H. Pederson, AICP - Director *RHP*

RE: Ordinance No. FY2016-07 – Recreational Vehicle Park code changes

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This memo is to summarize the proposed changes to the zoning code requirements for recreational vehicle parks in the Kodiak Island Borough.

### Background

RV parks are governed by Chapter 17.165 KIBC. The current version of the code for this type of land use was last amended in 1990 (Ord. 90-39). The Planning and Zoning Commission initiated a review of these regulations as part of their efforts to address the regulatory aspects of housing options in the borough.

### Summary of Changes

#### Definitions.

Current code has conflicting definitions for RV parks (see KIBC 17.25.190 and 17.165.020). This conflict was created with the 1990 amendments for RV parks.

As proposed, an RV park is defined as any property with 2 or more RV spaces. This is consistent with the existing definition in 17.25.190. This definition conflicts with KIBC 17.165.020, which defines an RV park as 10 or more spaces. The proposed ordinance will eliminate this conflict.

Ordinance No. FY2016-07 also moves all definitions related to recreational vehicles to the definitions chapter of Title 17. The ordinance also defines that an RV park now has the option of including an area designated for camping.

#### Location.



Current code lists RV parks as a conditional use in all zoning districts, however, this language is not found in the list of conditional uses for each zoning district. This update will correct this omission. In addition, RV parks will be listed as a prohibited use in the Natural Use (NU), Watershed (W), and Wildlife Habitat (WH) zoning districts, as these districts generally prohibit residential uses.

#### Development Standards.

P&Z recommends a number of changes to development standards for RV parks, including:

- o Draft KIBC 17.165.040.D.1 increases RV space width from 20 to 25 feet. This change will allow spaces to accommodate larger RVs and RVs with slide-outs.
- o Draft 17.165.040.D.5 allows RV parks to contain an area for RV camping, provided that area meets specific development requirements.
- o Draft 17.165.040.E updates RV space distance requirements from property lines. This change will ensure adequate buffers between spaces and adjacent properties.
- o Draft 17.165.040.F updates the separation requirements between RVs. This change will ensure adequate fire separation and access by emergency responders.
- o The open space and play area requirements of KIBC 17.165.040.G are eliminated.
- o Draft 17.165.040.G eliminates the requirement for six foot high fifty percent sight obscuring screening and allows the Commission to require that a fence, wall, or hedge be established and maintained if it is determined that such screening is warranted.
- o Draft KIBC 17.165.040.H requires that all recreational vehicles be connected to public sewer and water or ADEC approved water and wastewater disposal systems.
- o The current KIBC 17.165.040.I requirement to provide separate toilet and shower facilities is eliminated, due to the above requirement.
- o The current KIBC 17.165.040.K requirement for a waste disposal station is eliminated, as RVs must be connected to public sewer and water or an ADEC approved water and wastewater disposal systems.
- o Development standard for camping areas with RV parks are established. KIBC 17.165.045.

#### RVs on Individual Lots.

Current code limits use of an RV on an individual lot to 180 days with one extension, in conjunction with construction of a residence. The draft increases this time to one year, with annual renewals for up to 5 years. The maximum occupancy for an RV (without a corresponding construction permit) is increased from 60 days to 120 days.

#### P&Z Action.

P&Z held 6 work sessions and 2 public hearings on these changes. P&Z recommends approval of the changes.



## SUPPLEMENTAL STAFF REPORT AND RECOMMENDATION

**Case Title: Amending the Recreational Vehicle Park Standards of KIBC Title 17 (Zoning).**  
**Request:** An ordinance amending KIBC Chapters 17.25 (Definitions) and 17.165 (Recreational Vehicle Parks) to revise and update the standards for recreational vehicle parks in the Borough. This ordinance will also amend the following KIBC Chapters to specifically list recreational vehicle parks as a conditional or prohibited use:

- 17.40 (WH-Wildlife Habitat District)
- 17.50 (C-Conservation District)
- 17.55 (RD-Rural Development District)
- 17.60 (RR2-Rural Residential Two District)
- 17.65 (RR-Rural Residential District)
- 17.70 (RR1-Rural Residential One District)
- 17.75 (R1-Single-family Residential District)
- 17.80 (R2-Two-family Residential District)
- 17.85 (R3-Multi-family Residential District)
- 17.95 (RNC-Rural Neighborhood Commercial District)
- 17.100 (UNC-Urban Neighborhood Commercial District)
- 17.105 (I-Industrial District)
- 17.110 (RB-Retail Business District)
- 17.120 (LI-Light Industrial District)
- 17.130 (PL-Public Use Lands District)

DATE: November 3, 2015  
TO: Planning and Zoning Commission  
FROM: Community Development Department  
SUBJECT: Information for the November 18, 2015 Regular Meeting  
APPLICANT: Kodiak Island Borough  
LOCATION: Borough-wide  
ZONING: Varies

### STAFF COMMENTS

At the September 16, 2015 regular meeting, the Commission postponed the proposed amendments to the recreational vehicle park standards of KIBC Title 17 (Zoning) to the October 21, 2015 regular meeting. Due to a lack of quorum on October 21, 2015, the proposed amendments were further postponed to the November 18, 2015 regular meeting.

At their October 14, 2015 work session, the Commission further reviewed the proposed amendments and recommended the additional changes shown below (removed language in red strikethrough, added language in bold blue).

- Lines 94-95: A recreational vehicle park may include an area designated for ~~recreational vehicle~~ camping.
- Lines 110-111: 17.165.045 Development standards for recreational vehicle camping ~~uses~~ **areas in recreational vehicle parks.**



- Lines 116-118: It is also the intent of this chapter to provide locations and acceptable standards for the temporary use of recreational vehicles ~~by visitors and tourists~~.
- Lines 179-180: A recreational vehicle park may contain an area designated for ~~recreational vehicle~~ camping, provided such area meets the requirements of KIBC 17.165.045.
- Lines 196-199: The planning and zoning commission may require that a fence, wall, or hedge be established and maintained between the recreational vehicle park and any other lot or land use ~~if the commission determines such screening is warranted~~.
- Lines 219-220: The following development standards shall be met or exceeded by all recreational vehicle parks with an area designated for ~~recreational vehicle~~ camping.
- Lines 236-238: Well-drained, gravel-surfaced roadways, not less than 12 feet in width for one-way traffic and not less than 20 feet in width for two-way traffic, shall provide access to each ~~recreational vehicle space~~ **campsite**.
- Lines 246-248: Extensions in one year increments **for no more than five years** will be permitted by staff if there has been progress made towards the completion of the permanent dwelling unit.

The attached draft ordinance shows all changes to date. This ordinance should be substituted for the version distributed to you for the September 16, 2015 public hearing.



### RECOMMENDATION

Staff recommends that the attached ordinance be substituted for the version provided for the September 16, 2015 public hearing.

### PRIOR MOTIONS

#### MAIN MOTION

COMMISSIONER SCHMITT MOVED to recommend that the Assembly of the Kodiak Island Borough approve the ordinance amending Chapters 17.25 KIBC (Definitions), 17.65 KIBC (Recreational Vehicle Parks), and related Chapters of Title 17 (Zoning) to revise and update the standards for recreational vehicle parks in the Borough and to specifically list recreational vehicle parks as a conditional or prohibited land use, and to adopt the findings of fact listed in the staff report entered into the record for this case as "Findings of Fact" for this code amendment and to delete the word "uniform" from Line 240 of the proposed ordinance.

#### MOTION TO AMEND

COMMISSIONER CROW MOVED TO AMEND the Chapter 17.100 to allow Urban Neighborhood Commercial and to allow Rural Neighborhood Commercial Districts to be unconditional and further amend 17.165.030 to allow those changes (no vote was taken on this motion).

#### MOTION TO POSTPONE

COMMISSIONER SCHMITT MOVED TO POSTPONE the consideration of the RV code amendment to the October 21, 2015 regular meeting (this motion passed).

### PROPOSED MOTION FOR NOVEMBER 18, 2015

Should the Commission agree with the staff recommendation, the appropriate motion is:

Move to amend, by substitution, the attached ordinance amending Chapters 17.25 KIBC (Definitions), 17.65 KIBC (Recreational Vehicle Parks), and related Chapters of Title 17 (Zoning).

Staff recommends this motion be approved.

#### FINDINGS OF FACT (KIBC 17.205.020)

1. There is a growing need for additional affordable and workforce housing options in Kodiak. The use of recreational vehicles as temporary housing may be one part of a regulatory solution to address this multi-faceted issue.
2. The amendments to Chapters 17.25, 17.165, and related Chapters of Title 17 KIBC are intended to ease the regulatory burdens associated with establishing a new recreational vehicle park or expanding an existing recreational vehicle park.
3. The amendments to Chapters 17.25, 17.165, and related Chapters of Title 17 KIBC are consistent with the adopted Comprehensive Plan goals and policies related to housing and specifically, affordable housing.
4. The Planning and Zoning Commission recommends approval of the amendments to Chapters 17.25, 17.165, and related Chapters of Title 17 KIBC.



## SUPPLEMENTAL STAFF REPORT AND RECOMMENDATION

**Case Title: Amending the Recreational Vehicle Park Standards of KIBC Title 17 (Zoning).**  
**Request:** An ordinance amending KIBC Chapters 17.25 (Definitions) and 17.165 (Recreational Vehicle Parks) to revise and update the standards for recreational vehicle parks in the Borough. This ordinance will also amend the following KIBC Chapters to specifically list recreational vehicle parks as a conditional or prohibited use:

- 17.40 (WH-Wildlife Habitat District)
- 17.50 (C-Conservation District)
- 17.55 (RD-Rural Development District)
- 17.60 (RR2-Rural Residential Two District)
- 17.65 (RR-Rural Residential District)
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- 17.100 (UNC-Urban Neighborhood Commercial District)
- 17.105 (I-Industrial District)
- 17.110 (RB-Retail Business District)
- 17.120 (LI-Light Industrial District)
- 17.130 (PL-Public Use Lands District)

DATE: October 8, 2015  
TO: Planning and Zoning Commission  
FROM: Community Development Department  
SUBJECT: Information for the October 21, 2015 Regular Meeting  
APPLICANT: Kodiak Island Borough  
LOCATION: Borough-wide  
ZONING: Varies

### STAFF COMMENTS

At the September 16, 2015 Planning and Zoning Commission regular meeting, the Commission postponed the proposed amendments to the recreational vehicle park standards of KIBC Title 17 (Zoning) to the October 21, 2015 regular meeting.

At the October 7, 2015 Planning and Zoning Commission special work session, the Commission further reviewed the proposed changes and recommended the following additional change (highlighted in yellow) to KIBC 17.165.050.A (Recreational vehicles on individual lots):

- ~~A one time extension of up to 180 days~~ **Extensions in one year increments** will be permitted by staff if there has been ~~substantial~~ progress made towards the completion of the permanent dwelling unit.

This change is reflected on lines 257 and 258 of the attached draft ordinance.



### **RECOMMENDATION**

Staff recommends that the Commission forward this ordinance to the Kodiak Island Borough Assembly with a recommendation for approval.

### **APPROPRIATE MOTION**

Should the Commission agree with the staff recommendation, the appropriate motion is:

Move to recommend that the Assembly of the Kodiak Island Borough approve the ordinance amending Chapters 17.25 KIBC (Definitions), 17.65 KIBC (Recreational Vehicle Parks), and related Chapters of Title 17 (Zoning) to revise and update the standards for recreational vehicle parks in the Borough and to specifically list recreational vehicle parks as a conditional or prohibited land use, and to adopt the findings of fact listed in the staff report entered into the record for this case as "Findings of Fact" for this code amendment.

### **FINDINGS OF FACT (KIBC 17.205.020)**

1. There is a growing need for additional affordable and workforce housing options in Kodiak. The use of recreational vehicles as temporary housing may be one part of a regulatory solution to address this multi-faceted issue.
2. The amendments to Chapters 17.25, 17.165, and related Chapters of Title 17 KIBC are intended to ease the regulatory burdens associated with establishing a new recreational vehicle park or expanding an existing recreational vehicle park.
3. The amendments to Chapters 17.25, 17.165, and related Chapters of Title 17 KIBC are consistent with the adopted Comprehensive Plan goals and policies related to housing and specifically, affordable housing.
4. The Planning and Zoning Commission recommends approval of the amendments to Chapters 17.25, 17.165, and related Chapters of Title 17 KIBC.

Kodiak Island Borough  
**Draft Planning & Zoning Commission**  
**Minutes Applicable to RV Park Zoning Code Amendments**

November 18, 2015

6:30 p.m. in the Assembly Chambers

**PUBLIC HEARINGS**

A) Amending the Recreational Vehicle Park Standards of KIBC Title 17 Zoning (postponed from the September 16, 2015 regular meeting).. Request an ordinance amending KIBC Chapters 17.25 (Definitions) and 17.165 (Recreational Vehicle Parks) to revise and update the standards for recreational vehicle parks in the Borough. This ordinance will also amend the following KIBC Chapters to specifically list recreational vehicle parks as a conditional or prohibited use:

- 17.40 (WH-Wildlife Habitat District)
- 17.50 (C-Conservation District)
- 17.55 (RD-Rural Development District)
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- 17.95 (RNC-Rural Neighborhood Commercial District)
- 17.100 (UNC-Urban Neighborhood Commercial District)
- 17.105 (I-Industrial District)
- 17.110 (RB-Retail Business District)
- 17.120 (LI-Light Industrial District)
- 17.130 (PL-Public Use Lands District)

The applicant is the Kodiak Island Borough. The location is borough-wide and the zoning varies.

The motions on the table made at the September 16, 2015 regular meeting were:

Main Motion on Table: COMMISSIONER SCHMITT **MOVED** to recommend that the Assembly of the Kodiak Island Borough approve the ordinance amending Chapters 17.25 KIBC (Definitions), 17.65 KIBC (Recreational Vehicle Parks), and related Chapters of Title 17 (Zoning) to revise and update the standards for recreational vehicle parks in the Borough and to specifically list recreational vehicle parks as a conditional or prohibited land use, and to adopt the findings of fact listed in the staff report entered into the record for this case as "Findings of Fact" for this code amendment and to delete the word "uniform" from Line 240 of the proposed ordinance.

Amendment on Table: COMMISSIONER CROW **MOVED TO AMEND** the Chapter 17.100 to allow Urban Neighborhood Commercial and to allow Rural Neighborhood Commercial Districts to be unconditional and further amend 17.165.030 to allow those changes.

Jack Maker stated at the September 16, 2015 regular meeting, the Commission postponed these proposed amendments to the October 21, 2015 regular meeting. Due to a lack of quorum at that meeting, the proposed amendments were further postponed to the November 18, 2015 regular meeting. At the October 14, 2015 work session, the Commission further reviewed the

proposed amendments and recommended additional changes. Those changes are incorporated in to the revised ordinance provided in the written staff report. Staff recommends the revised ordinance be substituted for the version provided for the September 16, 2015 public hearing

If the commission agrees with staff the appropriate motion is:

**COMMISSIONER SCHMITT MOVED TO AMEND** by substitution the attached ordinance amending Chapters 17.25 KIBC (Definitions), 17.65 KIBC (Recreational Vehicle Parks), and related Chapters of Title 17 (Zoning).

Close regular meeting & open public hearing:

None

Close public hearing & open regular meeting:

During discussion there was consensus for approval. Concern about the Industrial zone *being* included and the need for long term planning re: availability of sites zoned Industrial and retaining them for industrial activities, and currently being an unconditional use.

**FINDINGS OF FACT (KIBC 17.205.020)**

1. There is a growing need for additional affordable and workforce housing options in Kodiak. The use of recreational vehicles as temporary housing may be one part of a regulatory solution to address this multi-faceted issue.
2. The amendments to Chapters 17.25, 17.165, and related Chapters of Title 17 KIBC are intended to ease the regulatory burdens associated with establishing a new recreational vehicle park or expanding an existing recreational vehicle park.
3. The amendments to Chapters 17.25, 17.165, and related Chapters of Title 17 KIBC are consistent with the adopted Comprehensive Plan goals and policies related to housing and specifically, affordable housing.
4. The Planning and Zoning Commission recommends approval of the amendments to Chapters 17.25, 17.165, and related Chapters of Title 17 KIBC.

**ROLL CALL VOTE ON MOTION TO AMEND CARRIED UNANIMOUSLY**

**ROLL CALL VOTE ON MOTION TO AMEND FAILED UNANIMOUSLY**

**ROLL CALL VOTE ON MAIN MOTION AS AMENDED CARRIED UNANIMOUSLY**





## STAFF REPORT AND RECOMMENDATION

**Case Title: Amending the Recreational Vehicle Park Standards of KIBC Title 17 (Zoning).**  
**Request:** An ordinance amending KIBC Chapters 17.25 (Definitions) and 17.165 (Recreational Vehicle Parks) to revise and update the standards for recreational vehicle parks in the Borough. This ordinance will also amend the following KIBC Chapters to specifically list recreational vehicle parks as a conditional or prohibited use:

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- 17.95 (RNC-Rural Neighborhood Commercial District)
- 17.100 (UNC-Urban Neighborhood Commercial District)
- 17.105 (I-Industrial District)
- 17.110 (RB-Retail Business District)
- 17.120 (LI-Light Industrial District)
- 17.130 (PL-Public Use Lands District)

DATE: September 11, 2015  
TO: Planning and Zoning Commission  
FROM: Community Development Department  
SUBJECT: Information for the September 16, 2015 Regular Meeting

APPLICANT: Kodiak Island Borough

LOCATION: Borough-wide

ZONING: Varies

### APPLICABLE REGULATIONS:

The following sections of Title 17 (Zoning) of the Borough Code are applicable to this request:

#### 17.205.010 Authority.

Whenever the public necessity, convenience, general welfare or good zoning practice requires, the assembly may, by ordinance and after report thereon by the commission and public hearing as required by law, amend, supplement, modify, repeal or otherwise change these regulations and the boundaries of the districts. [Ord. 83-58-O §1, 1983. Formerly §17.72.010].

#### 17.205.020 Report from planning and zoning commission.

The commission shall report in writing to the assembly on any proposed change or amendment regardless of the manner in which such change is initiated and such report shall find:



- A. Findings as to need and justification for a change or amendments;
- B. Findings as to the effect a change or amendment would have on the objectives of the comprehensive plan; and
- C. Recommendations as to the approval or disapproval of the change or amendment. [Ord. 83-58-O §1, 1983. Formerly §17.72.020].

#### STAFF COMMENTS

At the September 9, 2015 Planning and Zoning Commission work session, the Commission requested that staff draft an ordinance and findings of fact to amend the recreational vehicle park standards of KIBC Title 17 (Zoning).

The attached draft ordinance contains the proposed changes to Chapters 17.25 KIBC (Definitions), 17.165 KIBC (Recreational Vehicle Parks), and related Chapters of Title 17 (Zoning). The changes (shown in **bold**/~~strike through~~ format) reflect the discussions at recent P&Z work sessions to address Title 17 (Zoning) regulatory requirements for new or expanded recreational vehicle parks. The draft ordinance also contains findings of fact in support of forwarding the ordinance to the Borough Assembly with a recommendation for approval.

#### SUMMARY OF CHANGES

As drafted, the regulations will modify several development standards for recreational vehicle (RV) parks. The following is a summary of the proposed changes:

- Draft KIBC 17.165.010 (Intent) is updated to include the provision of locations and acceptable standards for the temporary use of recreational vehicles by visitors and tourists (previously listed in KIBC 17.165.050.G).
- The definitions for recreational vehicle, recreational vehicle park, and recreational vehicle space are removed from Chapter 17.165 (to eliminate duplication with definitions listed in KIBC 17.25.190) and the definitions listed in KIBC 17.25.190 (R Definitions) are updated.
- Draft KIBC 17.165.035 lists RV parks as a prohibited use in the NU-Natural Use, W-Watershed, and WH-Wildlife Habitat zoning districts.

KIBC 17.165.030 currently lists RV parks as a conditional use in all zoning districts. The consensus of the Commission is that RV parks are not an appropriate land use in the above districts.

- The following development standards for RV parks are updated:
  - Draft KIBC 17.165.040.D.1 increases RV space width from 20 to 25 feet. This change will allow spaces to accommodate larger RVs and RVs with slide-outs.
  - Draft 17.165.040.D.4 eliminates the ability for anyone to locate an RV in an RV park and rent the RV to another.
  - Draft 17.165.040.D.5 allows RV parks to contain an area for RV camping, provided that area meets specific development requirements (addressed later in this report).
  - Draft 17.165.040.E updates RV space distance requirements from property lines. This change will ensure adequate buffers between spaces and adjacent properties.
  - Draft 17.165.040.F updates the separation requirements between RVs. This change will ensure adequate fire separation and access by emergency responders.



- The open space and play area requirements of KIBC 17.165.040.G are eliminated.
- Draft 17.165.040.G eliminates the requirement for six foot high fifty percent sight obscuring screening and allows the Commission to require that a fence, wall, or hedge be established and maintained if it is determined that such screening is warranted.
- Draft KIBC 17.165.040.H requires that all recreational vehicles be connected to public sewer and water or ADEC approved water and wastewater disposal systems.
- The current KIBC 17.165.040.I requirement to provide toilet and shower facilities is eliminated, due to the above requirement.
- The current KIBC 17.165.040.J requirement for toilet and shower facility lighting is eliminated, due to the elimination of the above requirement.
- The current KIBC 17.165.040.K requirement for a waste disposal station is eliminated, due to the draft KIBC 17.165.040.H requirement for RVs to be connected to public sewer and water or ADEC approved water and wastewater disposal systems.
- New development standards for RV camping uses are provided. These standards apply to RV dry camping sites where RVs are not connected to public sewer and water or ADEC approved water and wastewater disposal systems. The standards limit the length of stay and require additional development in the form of waste disposal stations, toilet and shower facilities, and lighting. The new standards are as follows:

Draft KIBC 17.165.045 (Development standards for recreational vehicle camping uses).

The following development standards shall be met or exceeded by all recreational vehicle parks with an area designated for recreational vehicle camping. Compliance with these requirements must be demonstrated prior to the placement or occupancy of any recreational vehicle in the park:

A. Each campsite shall contain a level area of at least 600 square feet for erecting camping equipment and one parking space.

B. The maximum length of stay for a recreational vehicle in a camping space is 180 days in a 12 month period. This provision is to prohibit the use of camping areas for permanent or semi-permanent use as a dwelling.

C. Waste Disposal Station. At least one waste disposal station shall be provided in accordance with state of Alaska regulations.

D. Required Toilet and Shower Facilities. Toilet and shower facilities will be provided as required by the more restrictive of the Borough's currently adopted Uniform Plumbing Code or the state of Alaska public accommodation regulations.

E. Lighting. During the hours of darkness adequate lighting shall be maintained at the entrances to toilet and shower facilities, the waste disposal station, and any park office.

F. Roads. Well-drained, gravel-surfaced roadways, not less than 12 feet in width for one-way traffic and not less than 20 feet in width for two-way traffic, shall provide access to each recreational vehicle space.

G. Solid Waste Management. A solid waste management plan must be provided to and approved by the borough engineering and facilities department staff.



- The following standards for RVs on individual lots are updated:
  - Draft KIBC 17.165.050.A increases the time allowed for an RV to be used as a dwelling unit on an individual lot in conjunction with the construction of a permanent dwelling from 180 days to one year. The authorization of a one-time extension by staff (provided progress is made towards construction) is also increased from 180 days to one year.
  - Draft KIBC 17.165.050. updates the following:
    - Eliminates the zoning compliance requirement for parking or otherwise locating of RVs for any purpose other than storage when outside of an RV park. This does not apply to RVs used as dwelling units on individual lots in conjunction with the construction of a permanent dwelling.
    - Increases the length of occupancy for the above from 60 to 120 days.
    - Requires that available off-street parking not be reduced to less than three spaces when an RV is occupied as above (current code states two spaces).
- Chapter 17.40 (WH-Wildlife Habitat District) is amended to list RV Parks as a prohibited use. The WH-Wildlife Habitat District is the only district that specifically lists a prohibited use. Accordingly, RV parks were added as a prohibited use in that district.
- Currently, KIBC 17.165.030 is the only reference stating that RV parks are a conditional use in all zoning districts. Typically, the permitted and conditional uses for a specific zoning district are listed in the respective code for each district. In an effort to be consistent and provide clarity, the following KIBC Chapters are amended to include RV parks as a conditional use:
  - 17.50 (C-Conservation District)
  - 17.55 (RD-Rural Development District)
  - 17.60 (RR2-Rural Residential Two District)
  - 17.65 (RR-Rural Residential District)
  - 17.70 (RR1-Rural Residential One District)
  - 17.75 (R1-Single-family Residential District)
  - 17.80 (R2-Two-family Residential District)
  - 17.85 (R3-Multi-family Residential District)
  - 17.95 (RNC-Rural Neighborhood Commercial District)
  - 17.100 (UNC-Urban Neighborhood Commercial District)
  - 17.105 (I-Industrial District)
  - 17.110 (RB-Retail Business District)
  - 17.120 (LI-Light Industrial District)
  - 17.130 (PL-Public Use Lands District)
- Other housekeeping changes are shown in the text of the ordinance.



### **RECOMMENDATION**

Staff recommends that the Commission forward this ordinance to the Kodiak Island Borough Assembly with a recommendation for approval.

### **APPROPRIATE MOTION**

Should the Commission agree with the staff recommendation, the appropriate motion is:

Move to recommend that the Assembly of the Kodiak Island Borough approve the ordinance amending Chapters 17.25 KIBC (Definitions), 17.65 KIBC (Recreational Vehicle Parks), and related Chapters of Title 17 (Zoning) to revise and update the standards for recreational vehicle parks in the Borough and to specifically list recreational vehicle parks as a conditional or prohibited land use, and to adopt the findings of fact listed in the staff report entered into the record for this case as "Findings of Fact" for this code amendment.

### **FINDINGS OF FACT (KIBC 17.205.020)**

1. There is a growing need for additional affordable and workforce housing options in Kodiak. The use of recreational vehicles as temporary housing may be one part of a regulatory solution to address this multi-faceted issue.
2. The amendments to Chapters 17.25, 17.165, and related Chapters of Title 17 KIBC are intended to ease the regulatory burdens associated with establishing a new recreational vehicle park or expanding an existing recreational vehicle park.
3. The amendments to Chapters 17.25, 17.165, and related Chapters of Title 17 KIBC are consistent with the adopted Comprehensive Plan goals and policies related to housing and specifically, affordable housing.
4. The Planning and Zoning Commission recommends approval of the amendments to Chapters 17.25, 17.165, and related Chapters of Title 17 KIBC.

Kodiak Island Borough  
**Planning & Zoning Commission**  
**Minutes Applicable to RV Park Zoning Code Amendments**

September 16, 2015

6:30 p.m. in the Assembly Chambers

**CALL TO ORDER**

CHAIR ARNDT called to order the September 16, 2015 regular meeting of the Planning and Zoning Commission at 6:27 p.m.

**PLEDGE OF ALLEGIANCE**

CHAIR ARNDT led the pledge of allegiance

**ROLL CALL**

*Requested excusal was Jay Baldwin due to being sick.*

Commissioners present were Alan Schmitt, Kathy Drabek, Maria Painter, Scott Arndt, Greg Spalinger, and Kyle Crow. Excused was Jay Baldwin.

A quorum was established.

COMMISSIONER SCHMITT **MOVED** to excuse Jay Baldwin.

**VOICE VOTE ON MOTION CARRIED UNANIMOUSLY**

Community Development Department staff present was Director Pederson, Jack Maker, and Sheila Smith.

**C) Case Amending the Recreational Vehicle Park Standards of KIBC Title 17 (Zoning). Request an ordinance amending KIBC Chapters 17.25 (Definitions) and 17.165 (Recreational Vehicle Parks) to revise and update the standards for recreational vehicle parks in the Borough. This ordinance will also amend the following KIBC Chapters to specifically list recreational vehicle parks as a conditional or prohibited use:**

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- 17.50 (C-Conservation District)
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- 17.120 (LI-Light Industrial District)
- 17.130 (PL-Public Use Lands District)

The applicant is Kodiak Island Borough. The location is Borough-wide and the zoning varies.

Director Pederson stated this is one of the series of ordinances that has risen from the closure of Jackson's Mobile Home Park. The RV Park ordinance currently has some internal conflicts with the rest of the code and hasn't been updated since 1990. The philosophy was to look at the regulations and see if there is a way to make it a little easier for an RV Park to locate in our

community. None have been located since the ordinance was adopted, one was approved but has not been developed. The specific changes in contemplation is to start working your way through the ordinance in 17.25.190R, the definitions are being placed in the definitions where they belong rather than the RV chapter. The other big change is one of the flaws in this ordinance was that if you look at the lists of permitted or conditional uses for any zoning district you wouldn't see RV Parks mentioned so if someone knew where to find the RV Park chapter you wouldn't know if the use was allowed or not. For development standards the significant changes are that an RV Park make under the proposed changes contain an area designated for RV camping as opposed to short terms in setting out for longer period of time, the eliminates the requirements for open space and play areas in RV Parks, reduces the requirements for screening or establishes that to be undetermined at the time the RV Park comes in for permitting than later in the process. The other change is the RV chapter contained requirements for toilet and shower facilities even if the RV's are connected to waste water disposal system, either a public sewer or septic tank and water lines. The change gets rid of that requirement that they have to be connected to some public, water, sewer, or waste water disposal systems and they don't have to provide toilet and shower facilities. Another change is if you look on page of 5 of 11 of the ordinance, line 240, the building official said it would be much cleaner if it said the adopted plumbing code rather than the uniform plumbing code. The other change pertains not so much to RV Parks but this chapter includes the regulations for recreational vehicles on individual lots. The current code allows someone to live in an RV on a lot up to 6 months while building a permanent dwelling and they can get a 6 month extension. It was the desire of the commission to double those time frames so it could be a year with a year extension to give people more time when building out of pocket.

**COMMISSIONER SCHMITT MOVED** to recommend that the Assembly of the Kodiak Island Borough approve the ordinance amending Chapters 17.25 KIBC (Definitions), 17.65 KIBC (Recreational Vehicle Parks), and related Chapters of Title 17 (Zoning) to revise and update the standards for recreational vehicle parks in the Borough and to specifically list recreational vehicle parks as a conditional or prohibited land use, and to adopt the findings of fact listed in the staff report entered into the record for this case as "Findings of Fact" for this code amendment and to delete the word "uniform" from Line 240 of the proposed ordinance.

Close regular meeting & open public hearing:

None

Close public hearing & open regular meeting:

**COMMISSIONER CROW** expressed concern of the issue of the draft code effort last winter was that people didn't have a clear idea of what to do to achieve compliance and had to seek a determination from the department, in this revision of the RV codes it will only allow them as a conditional use and believes that clear directions on how they must be constructed and must have not for all areas but for at least allowing them to be placed in a couple areas, specifically into Urban Neighborhood Commercial and Rural Neighborhood Commercial Districts and they would be conditional uses in every other district or zone. The need to have a clear set of directions that are easy to understand for whoever wants to do something whether it's an RV Park or anything else in the borough. They can come in, pay the fee, and get the stamp to do the job of what they want to do on their private property. There could be public hearings for the other areas but in certain cases without having to come before the staff to make their determination puts them in some discomfort and creates consternation amongst the community

**COMMISSIONER CROW MOVED TO AMEND** the Chapter 17.100 to allow Urban Neighborhood Commercial and to allow Rural Neighborhood Commercial Districts to be unconditional and further amend 17.165.030 to allow those changes.

COMMISSIONER PAINTER stated she noticed an error; the Business District, 17.90 was not included in the conditional use or prohibited use, what is the reason, Maker stated the Business zoning district is the only zoning district that specifically lists RV Parks as a conditional use already.

COMMISSIONER SCHMITT stated some people may not be comfortable that an RV Park may be allowed in a particular zoning district. We aren't changing anything in the current code other than prohibiting it in the Wildlife Habitat, Conservation Districts but it's already a conditional use in all the other ones and if we're going to permit it in a new one it would be appropriate to give people notice if they wanted to be heard.

Director Pederson stated currently RV Parks are a conditional use in all zoning districts. Mr. Crow's motion to amend seeks to modify that to make it a permitted use. He's comfortable with it going to the assembly because we aren't eliminating a permitted use. People will have the opportunity to speak at the assembly level.

COMMISSIONER SCHMITT said the fact that it's already a conditional use in so many of the zoning districts and the way the code was drafted you would really have to dig to find that out. We're just making it clear by listing it in each of the various code sections that deal with the various zoning districts. Many RV's today have plumbing facilities within them and can easily be hooked up to existing water and sewer connections in RV Parks. If someone is going to go through the expense of putting in that it would seem burdensome to the commission under the current code to also require that they construct a stand-alone shower and bath facility if all they are doing is accommodating RV's that have those things anyway. There are RV Parks where people could do tent camping or some RV's do not have a self-contained bathroom facilities so people would need to make use of some kind of sanitation facilities. Those types of parks are still going to be required to have a dump station and bathroom facilities.

COMMISSIONER CROW stated he hates putting the public through the situation where they have to come in and whoever happens to be sitting here on any particular time will say we'll know it when we see it. It's almost like dangling a carrot and playing with them because there's always going to be some contention and some disagreement and he would like it to be clear cut and simple, if you do these things you can't do them anywhere else but you can do them right here.

Director Pederson said if you do what Crow mentioned there's a corresponding reference in 17.165.030 that we need to put language back in.

CHAIR ARNDT stated it's in his motion.

Brief discussion on moving forward, postponing.

COMMISSIONER SCHMITT **MOVED TO POSTPONE** the consideration of the RV code amendment to the October 21, 2015 regular meeting.

**ROLL CALL VOTE ON MOTION CARRIED 5-1. The ayes were COMMISSIONERS SCHMITT, DRABEK, ARNDT, SPALINGER, AND CROW. The no was COMMISSIONER PAINTER.**



Introduced by: KIB Manager  
Requested by: P&Z Commission  
Drafted by: CDD Department  
Introduced: 09/03/2015  
Public Hearing: 09/17/2015  
Adopted: 09/17/2015

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**KODIAK ISLAND BOROUGH  
ORDINANCE NO. FY2016-06**

**ORDINANCE NO. FY2016-06 AMENDING KODIAK ISLAND  
BOROUGH CODE TITLE, 17 ZONING; CHAPTERS 17.115 MOBILE  
HOME PARKS, 17.80 R2 – TWO-FAMILY RESIDENTIAL DISTRICT,  
17.85 R3 – MULTI-FAMILY RESIDENTIAL DISTRICT, AND 17.90 B –  
BUSINESS DISTRICT TO REVISE AND UPDATE THE STANDARDS  
FOR MOBILE HOME PARKS IN THE BOROUGH**

**WHEREAS,** as a second class Borough, the Kodiak Island Borough exercises planning, platting, and land use regulations on an area wide basis pursuant to Chapter 29.40 Alaska Statutes; and

**WHEREAS,** in accordance with AS 29.40, the Kodiak Island Borough adopted the 2008 Comprehensive Plan update on December 6, 2007 (Ordinance No. FY2008-10) to replace the 1968 Comprehensive Plan; and

**WHEREAS,** the Kodiak Island Borough has adopted KIBC Title 17 (Zoning) in accordance with AS 29.40 to implement the Kodiak Island Borough Comprehensive Plan; and

**WHEREAS,** KIBC 17.205.010 provides that "Whenever the public necessity, convenience, general welfare or good zoning practice requires, the assembly may, by ordinance and after report thereon by the commission and public hearing as required by law, amend, supplement, modify, repeal or otherwise change these regulations and the boundaries of the districts;" and

**WHEREAS,** the recent announced closure of Jackson's Mobile Home Park pursuant to AS 34.03.225(a)(4) will result in nearly 100 families being forced to relocate; and

**WHEREAS,** there are a limited number of mobile homes parks in the community where units may be moved to; and

**WHEREAS,** Some of the existing regulatory requirements for mobile homes parks have been noted as a disincentive for new mobile home parks to be established or expansion of existing parks; and

**WHEREAS,** the public necessity and general welfare of the community may be better served by amending the code to reduce or eliminate some zoning requirements for new or expanded mobile home parks rather than requiring strict adherence to existing zoning requirements for these parks; and

49 WHEREAS, the amendments to Chapters 17.115 KIBC (Mobile Home Parks), 17.80  
50 (R2-Two-family Residential District), 17.85 (R3-Multi-family Residential District), and 17.90  
51 (B-Business District) of Title 17 will accomplish the stated public need; and

52  
53 WHEREAS, the Planning and Zoning Commission held work sessions or special meetings  
54 to review the proposed changes on July 1, 2015, July 15, 2015, August 5, 2015, and  
55 August 12, 2015; and

56  
57 WHEREAS, the Planning and Zoning Commission set aside time for public input and  
58 discussion at each work session; and

59  
60 WHEREAS, the Planning and Zoning Commission held a public hearing on August 19,  
61 2015 and following the August 19, 2015 public hearing, voted to transmit their  
62 recommendations for revisions to KIBC Title 17, Zoning to the Borough Assembly; and

63  
64 WHEREAS, as part of their recommendation to adopt the revisions to Chapters 17.115,  
65 17.80, 17.85, and 17.90 KIBC, the Planning and Zoning Commission adopted Findings of  
66 Fact, which are attached hereto as Exhibit A; and

67  
68 NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KODIAK ISLAND  
69 BOROUGH that:

70  
71 Section 1: This ordinance is of a general and permanent nature and shall become a  
72 part of the Kodiak Island Borough Code of Ordinances; and

73  
74 Section 2: KIBC Title 17, *Zoning*; Chapters 17.115 *Mobile Home Parks*, 17.80 *R2 –*  
75 *Two-family Residential District*; 17.85 *R3 – Multi-family Residential District*,  
76 and 17.90 *B – Business District* are amended as follows:

77  
78 **Chapter 17.115**  
79 **MOBILE HOME PARKS**

- 80 Sections:
- 81 17.115.010 Definitions.
  - 82 17.115.020 Applicability of this chapter.
  - 83 17.115.030 Districts where permitted.
  - 84 17.115.040 Plan review.
  - 85 17.115.050 Park streets.
  - 86 17.115.060 Parking.
  - 87 17.115.070 Walks.
  - 88 17.115.080 Street names.
  - 89 17.115.090 Mobile home spaces.
  - 90 17.115.100 Play areas.
  - 91 ~~17.115.110 On-site storage.~~
  - 92 ~~17.115.120 Repealed.~~
  - 93 17.115.130 110 Screening.
  - 94 ~~17.115.140 Repealed.~~
  - 95 ~~17.115.150 Parking of mobile homes.~~
  - 96 17.115.160 120 Mobile homes on individual lots.
  - 97 ~~17.115.170~~
  - 98 ~~17.115.250 Repealed.~~

99

100 **17.115.010 Definitions.**

101 For the purpose of this title the following definitions apply:

102 "Mobile home" means a ~~single-story~~ structure, such as those which are constructed in  
103 accordance with 24 CFR Part 3280. Mobile homes are transportable in one or more  
104 sections, which in the traveling mode is are eight body feet or more in width and 40 body  
105 feet or more in length, or, when erected on-site, is are 320 or more square feet. Mobile  
106 homes are ~~and which is~~ built on a permanent chassis and designed to be used as a  
107 dwelling with or without a permanent foundation when connected to the required utilities,  
108 ~~and includes~~ including the plumbing, heating, air conditioning, and electrical systems  
109 contained therein. Calculations used to determine the number of square feet in a structure  
110 will be based on the structure's exterior dimensions measured at the largest horizontal  
111 projections when erected on site. These dimensions will include all expandable rooms,  
112 cabinets, and other projections containing interior space, but does not include bay  
113 windows.

114 "Mobile home park" means a tract of land upon which seven or more mobile home spaces  
115 are located, established, or maintained for occupancy by mobile homes modular homes,  
116 or manufactured homes. All modular or manufactured homes must comply with the  
117 requirements of KIBC Title 15, Buildings and Construction. A mobile home park may  
118 have section of the park designated for occupancy by recreational vehicles, in  
119 accordance with Chapter 17.165 KIBC. [Ord. FY06-03 §3, 2005; repealed and  
120 reenacted by Ord. 93-63 §1, 1993; Ord. 84-37-O §1, 1984. Formerly §17.26.005].  
121

122 **17.115.020 Applicability of this chapter.**

123 Except as provided in Chapter 17.140 KIBC, all mobile home parks within the borough  
124 shall be constructed, operated, and maintained in accordance with the standards set forth  
125 in this chapter. Complete responsibility for standards established by this chapter and for  
126 construction within a mobile home park shall rest with the owner of such park. When a  
127 mobile home park site plan is approved, the provisions of this chapter will apply in lieu of  
128 the provisions of the underlying zoning district. [Ord. FY06-03 §4, 2005. Formerly  
129 §17.26.008].  
130

131 **17.115.030 Districts where permitted.**

132 Mobile home parks shall be permitted only in the R3 multifamily residential district, and as  
133 a conditional use in the R2 and B business districts. [Ord. FY06-03 §5, 2005; repealed  
134 and reenacted by Ord. 93-63 §1, 1993; Ord. 84-37-O §1, 1984. Formerly §17.26.010].  
135

136 **17.115.040 Plan review.**

137 A. Every application for zoning compliance for a mobile home or a mobile home park shall  
138 include a site plan of the proposed mobile home park or expansion of an existing mobile  
139 home park except in instances where the building footprint and/or building placement is  
140 not altered. The site plan shall include:

141 1. The exterior boundaries of the subject property, its dimensions, and the area of the lot;  
142 and

143 2. All the items required by this chapter.

144 B. Plans for drainage, solid waste disposal, and lighting; shall be submitted by the  
145 owner. Plans for sewer, water, and roads for a mobile home park shall be prepared by a  
146 registered engineer. ~~and~~ All such plans shall be reviewed and approved by the  
147 engineering and facilities department prior to construction of the mobile home park.

148 C. An as-built survey may be required to accompany zoning compliance permit  
149 applications. When required, the as-built survey will show the mobile home space  
150 boundaries, space size, parking area, proposed mobile home footprint, as well as  
151 separation distances and parking areas on all adjoining mobile home park spaces. [Ord.  
152 FY06-03 §6, 2005; repealed and reenacted by Ord. 93-63 §1, 1993; Ord. 92-17 §4, 1992;  
153 Ord. 84-37 §1, 1984. Formerly §17.26.020].

154  
155 **17.115.050 Park streets.**

156 A. All park streets shall be at least gravel, well drained, maintained, and open to traffic at  
157 all times.

158 B. Two-Way Traffic. Each driving lane shall meet the minimum requirements for the design  
159 and construction of local roads within a subdivision as provided in KIBC Title 16 (i.e., 23  
160 feet for unpaved trafficways and 20 feet for paved trafficways). No right-of-way is  
161 required for trafficways (park streets) in a mobile home park.

162 C. One-Way Traffic. The driving lane shall be at least 12 feet wide.

163 D. Dead-end streets shall have a turnaround or cul-de-sac approved by the engineering  
164 and facilities department.

165 E. No dead-end street shall exceed 500 feet in length. [Ord. FY06-03 §7, 2005; repealed  
166 and reenacted by Ord. 93-63 §1, 1993; Ord. 84-37-O §1, 1984. Formerly §17.26.030].

167  
168 **17.115.060 Parking.**

169 There shall be at least two residential parking spaces included in each mobile home  
170 space, with minimum dimensions of nine feet by 18 feet in size. Alternatively, ~~the total~~  
171 ~~amount of~~ required parking for all mobile home spaces may be within a common parking  
172 area inside the mobile home park, subject to approval of the parking plan in conjunction  
173 with zoning compliance or a conditional use permit for the mobile home park. ~~before~~  
174 ~~the planning and zoning commission as a nonpublic hearing agenda item.~~ All common  
175 parking areas shall be designed and approved as specified in KIBC 17.175.080. [Ord.  
176 FY06-03 §8, 2005; repealed and reenacted by Ord. 93-63 §1, 1993; Ord. 84-37-O §1,  
177 1984. Formerly §17.26.040].

178  
179 **17.115.070 Walks.**

180 Provisions shall be made for at least a 36 ~~30~~-inch-wide, well-drained and made of at a  
181 minimum the material as the park street, within the park (on one side of park streets if  
182 adjacent to the park street) for foot traffic to and from all mobile home spaces. Walkways  
183 shall not be included within the mobile home space. [Ord. FY06-03 §9, 2005; repealed and  
184 reenacted by Ord. 93-63 §1, 1993; Ord. 84-37-O §1, 1984. Formerly §17.26.050].

185  
186 **17.115.080 Street names.**

187 Posting of street names and space numbers or addresses is the responsibility of the  
188 mobile home park owner. Street names and space numbers shall be assigned by the  
189 mobile home park owner and submitted to the community development department for  
190 review and approval subject to applicable street naming requirements. The established  
191 street names and space numbers or addresses shall be made available to other public  
192 agencies (e.g., fire department, law enforcement agencies, post office) by the community  
193 development department. [Ord. FY06-03 §10, 2005; repealed and reenacted by Ord. 93-  
194 63 §1, 1993; Ord. 84-37-O §1, 1984. Formerly §17.26.060].

195  
196  
197

198 **17.115.090 Mobile home spaces.**  
 199 A. "Mobile home space" means a plot of ground at least 30 feet in width and of sufficient  
 200 length to meet all separation distances specified in this section and located within a mobile  
 201 home park intended for the accommodation of a mobile home.  
 202 B. No mobile home space shall contain more than one dwelling unit, mobile home, a  
 203 recreational vehicle in a section designated for recreational vehicles within a mobile  
 204 home park in accordance with Chapter 17.165 KIBC, or doublewide mobile home. No  
 205 other dwelling units shall occupy a mobile home space.  
 206 ~~C. No combination of mobile home, addition thereto, or accessory building shall occupy~~  
 207 ~~more than 50 percent of the mobile home space.~~  
 208 ~~D.~~ Each mobile home space within the park shall have direct access to a park street. The  
 209 park street system shall have a connection to a public street with a right-of-way of not less  
 210 than 50 feet.  
 211 ~~DE.~~ No portion of a mobile home will be within the 25 foot front yard setback feet of any  
 212 public right-of-way street not within the mobile home park. No portion of a mobile  
 213 home, ~~nor~~ shall it be within 10 feet of any park street.  
 214 ~~EF.~~ No portion of a mobile home or any additions, ~~ex~~ including the tongue, shall be  
 215 closer than 10 feet side to side, eight feet end to side, or six feet end to end horizontally  
 216 from any other mobile home or community building unless the exposed composite walls  
 217 and roof of either structure are without openings and constructed of materials that will  
 218 provide a one-hour fire resistance rating or the structures are separated by a one-hour fire-  
 219 rated barrier. No portion of a mobile home will be closer than 5' from the mobile  
 220 home park space boundary.  
 221 ~~FG.~~ An accessory building or a structure constructed of combustible materials shall be  
 222 located no closer than five feet from any other accessory building or structure within or  
 223 adjacent to the mobile home space, and no closer than six feet from any mobile home.  
 224 ~~GH.~~ No addition or combination of additions shall increase the area of the mobile home as  
 225 originally manufactured by more than 100 percent. [Ord. FY06-03 §11, 2005; repealed and  
 226 reenacted by Ord. 93-63 §1, 1993; Ord. 84-37-O §1, 1984. Formerly §17.26.070].  
 227  
 228 **17.115.100 Play areas.**  
 229 Play areas shall be centrally located and accessible to each mobile home space in the  
 230 park. A separate play area of 50 ~~200~~ square feet, not included in a mobile home space,  
 231 restricted to use as a play area, shall be provided per mobile home space within mobile  
 232 home parks containing more than 20 mobile home spaces. ~~the park.~~ [Repealed and  
 233 reenacted by Ord. 93-63 §1, 1993; Ord. 84-37-O §1, 1984. Formerly §17.26.080].  
 234  
 235 ~~17.115.110 On-site storage.~~  
 236 ~~Storage for boats, recreational vehicles, etc., must be provided at a ratio of 250 square~~  
 237 ~~feet for every four mobile home spaces in a common location. [Repealed and reenacted~~  
 238 ~~by Ord. 93-63 §1, 1993; Ord. 84-37-O §1, 1984. Formerly §17.26.090].~~  
 239  
 240 ~~17.115.120 Minimum distances.~~  
 241 ~~Repealed by Ord. FY06-03. [Repealed and reenacted by Ord. 93-63 §1, 1993; Ord. 84-37-~~  
 242 ~~O §1, 1984. Formerly §17.26.100].~~  
 243  
 244 **17.115.110 130 Screening.**  
 245 When a mobile home is permitted as a conditional use, the ~~The~~ commission may  
 246 require that a fence, wall, or hedge be established and maintained between the mobile  
 247 home park and any other lot if ~~there is a written complaint found by the planning and~~

248 zoning commission determines to warrant such screening is warranted. Screening is  
 249 not required where mobile home parks are a permitted land use. [Ord. FY06-03 §13,  
 250 2005; repealed and reenacted by Ord. 93-63 §1, 1993; Ord. 84-37-O §1, 1984. Formerly  
 251 §17.26.110].

252

253 ~~17.115.140 Foundation.~~

254 ~~Repealed by Ord. 93-63. [Ord. 84-37-O §1, 1984. Formerly §17.26.115].~~

255

256 ~~17.115.150 Parking of mobile homes.~~

257 ~~A mobile home shall not remain more than 72 hours in a park unless it is parked in a~~  
 258 ~~mobile home space or in a designated on-site storage area referenced in KIBC~~  
 259 ~~17.115.110. [Ord. FY06-03 §14, 2005; repealed and reenacted by Ord. 93-63 §1, 1993;~~  
 260 ~~Ord. 84-37-O §1, 1984. Formerly §17.26.120].~~

261

262 ~~17.115.120 460 Mobile homes on individual lots.~~

263 ~~A. No more than one mobile home shall be allowed on an individual lot, unless the mobile~~  
 264 ~~home is parked in a mobile home park. A single mobile home on an individual lot shall be~~  
 265 ~~subject to any ordinances which pertain to single-family residences.~~

266 ~~B. Individual mobile homes shall be subject to the minimum lot size and setback~~  
 267 ~~requirements of the particular zoning district in which they are to be located; and~~

268 ~~C. All mobile homes must be inspected and receive a certificate of occupancy from the~~  
 269 ~~building official prior to occupancy, except in those municipalities where the building code~~  
 270 ~~has not been adopted. [Ord. FY06-03 §15, 2005; repealed and reenacted by Ord. 93-63~~  
 271 ~~§1, 1993; Ord. 84-37-O §1, 1984. Formerly §17.26.130].~~

272

273 ~~17.115.170 On-site storage.~~

274 ~~Repealed by Ord. 93-63. [Ord. 84-37-O §1, 1984. Formerly §17.26.135].~~

275

276 ~~17.115.180 Minimum distances.~~

277 ~~Repealed by Ord. 93-63. [Ord. 84-37-O §1, 1984. Formerly §17.26.140].~~

278

279 ~~17.115.190 Garbage disposal and receptacles.~~

280 ~~Repealed by Ord. 93-63. [Ord. 84-37-O §1, 1984. Formerly §17.26.150].~~

281

282 ~~17.115.200 Fences.~~

283 ~~Repealed by Ord. 93-63. [Ord. 84-37-O §1, 1984. Formerly §17.26.160].~~

284

285 ~~17.115.210 Parking of mobile homes.~~

286 ~~Repealed by Ord. 93-63. [Ord. 84-37-O §1, 1984. Formerly §17.26.170].~~

287

288 ~~17.115.220 Fire protection.~~

289 ~~Repealed by Ord. 93-63. [Ord. 84-37-O §1, 1984. Formerly §17.26.180].~~

290

291 ~~17.115.230 Mobile homes on individual lots.~~

292 ~~Repealed by Ord. 93-63. [Ord. 84-37-O §1, 1984. Formerly §17.26.190].~~

293

294 ~~17.115.240 Exceptions.~~

295 ~~Repealed by Ord. 93-63. [Ord. 84-37-O §1, 1984. Formerly §17.26.200].~~

296

297 ~~17.115.260 Mobile home permit fees.~~

298 ~~Repealed by Ord. 93-63. [Ord. 84-37-O §1, 1984. Formerly §17.26.210].~~

299

**Chapter 17.80**  
**R2 – TWO-FAMILY RESIDENTIAL DISTRICT**

**Sections:**

- 17.80.010 Description and intent.
- 17.80.020 Permitted uses.
- 17.80.025 Conditional Uses.**
- 17.80.030 Area requirements.
- 17.80.040 Yards.
- 17.80.050 Building height limit.
- 17.80.060 Public service requirement.

**17.80.010 Description and intent.**

The R2 two-family residential zoning district is established as a land use district for single-family and two-family residential dwellings and limited office uses where public water and sewer services are available. For the two-family residential zoning district, in promoting the general purposes of this title, the specific intentions of this chapter are:

- A. To encourage the construction of single-family and two-family dwellings;
- B. To prohibit commercial and industrial land uses and any other use of the land which would interfere with the development or continuation of single-family and two-family dwellings in the district;
- C. To encourage the discontinuance of existing uses that are not permitted under the provisions of this chapter;
- D. To discourage any use which would generate other than normal vehicular traffic on streets serving residents on those streets; and
- E. To prohibit any use which, because of its character or size, would create requirements and costs for public services, such as police and fire protection, water supply, and sewerage, before such services can systematically and adequately be provided. [Ord. 83-17-O §3, 1983. Formerly §17.19.010].

**17.80.020 Permitted uses.**

The following land uses are permitted in the two-family residential district:

- A. Accessory buildings;
- B. Beauty shops;
- C. Churches;
- D. Clinics;
- E. Greenhouses;
- F. Home occupations;
- G. Hospitals;
- H. Parks and playgrounds;
- I. Professional offices;
- J. Schools;
- K. Single-family dwellings;
- L. Two-family dwellings;
- M. Vacation homes;
- N. Bed and breakfasts; and
- O. Hoop houses. [Ord. FY2012-10 §10, 2012; Ord. FY2007-08-O §10, 2006; Ord. 83-17-O §3, 1983. Formerly §17.19.020].

**17.80.025 Conditional Uses.**

349 The following land uses may be allowed by obtaining a conditional use permit in  
350 accordance with the provisions of Chapter 17.200 KIBC:

351 A. Mobile Home Parks.

352  
353 **17.80.030 Area requirements.**

354 A. Lot Area. The minimum lot area required for a single-family dwelling is 7,200 square  
355 feet. The minimum lot area required for a two-family dwelling is 3,600 square feet per  
356 dwelling unit.

357 ...

### Chapter 17.85

## R3 – MULTIFAMILY RESIDENTIAL DISTRICT

360 Sections:

361 17.85.010 Description and intent.

362 17.85.020 Permitted uses.

363 17.85.030 Area requirements.

364 17.85.040 Yards.

365 17.85.050 Building height limit.

366 17.85.060 Public service requirement.

367 17.85.070 Group housing.

368 17.85.080 Site plan requirement.

369

370 **17.85.010 Description and intent.**

371 The R3 multifamily residential zoning district is established as a land use district for one-  
372 family, two-family, and multifamily dwellings and limited office uses where public water and  
373 sewer services are available. For the multifamily residential zoning district, in promoting  
374 the general purposes of this title, the specific intentions of this chapter are:

375 A. To encourage the construction of one-family, two-family, and multifamily dwellings;

376 B. To prohibit commercial and industrial land uses and any other use of the land which  
377 would interfere with the development or continuation of one-family, two-family, and  
378 multifamily dwellings in this district;

379 C. To encourage the discontinuance of existing uses that are not permitted under the  
380 provisions of this chapter;

381 D. To discourage any use which, because of its character or size, would create  
382 requirements and costs for public services, such as police and fire protection, water  
383 supply, and sewerage, before such services can adequately be provided; and

384 E. To discourage any use which would generate other than normal vehicular traffic on  
385 streets serving residents on those streets. [Ord. 83-17-O §4, 1983. Formerly §17.20.010].

386

387 **17.85.020 Permitted uses.**

388 The following land uses are permitted in the multifamily residential district:

389 A. Accessory buildings;

390 B. Beauty shops;

391 C. Boardinghouses;

392 D. Churches;

393 E. Clinics;

394 F. Greenhouses;

395 G. Home occupations;

396 H. Hospitals;

397 I. Multifamily dwellings;

398 J. Parks and playgrounds;



- 399 K. Professional offices;
- 400 L. Schools;
- 401 M. Single-family dwellings;
- 402 N. Two-family dwellings;
- 403 O. Vacation homes;
- 404 P. Bed and breakfasts,
- 405 Q. Mobile Home Parks; and
- 406 RQ. Hoop houses. [Ord. FY2012-10 §11, 2012; Ord. FY2007-08-O §11, 2006; Ord. 83-17-
- 407 O §4, 1983. Formerly §17.20.020].
- 408 ...
- 409

**Chapter 17.90  
B – BUSINESS DISTRICT**

- 412 Sections:
- 413 17.90.010 Description and intent.
- 414 17.90.020 Permitted uses.
- 415 17.90.030 Conditional uses.
- 416 17.90.040 Building height.
- 417 17.90.050 Performance standards.
- 418 17.90.060 Urban renewal plan compliance.

**419 17.90.010 Description and intent.**

420 The B business zoning district is established for the purposes of protecting and  
 421 encouraging the development of community business core areas that function efficiently  
 422 as centers of retail business and retail service activities. For the business zoning district, in  
 423 promoting the general purposes of this title, the specific intentions of this chapter are:

- 424 A. To encourage the continued use and development of land for retail purposes;
- 425 B. To discourage the use of business district lands for other than retail purposes;
- 426 C. To prohibit the use of business district lands for manufacturing and industrial purposes;
- 427 and
- 428 D. To encourage the discontinuance of existing uses that are not permitted under the
- 429 provisions of this chapter. [Ord. 82-40-O §1, 1982. Formerly §17.21.010].

**431 17.90.020 Permitted uses.**

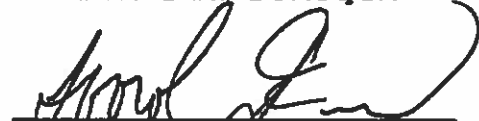
432 The following land uses and activities are permitted in the business district:

- 433 A. Accessory buildings;
- 434 B. Assembly halls;
- 435 C. Art galleries;
- 436 D. Automobile repair garages and dealerships;
- 437 E. Banks;
- 438 F. Building material suppliers;
- 439 G. Dry-cleaning establishments;
- 440 H. Eating and drinking establishments;
- 441 i. Fraternal organizations and private clubs;
- 442 J. Funeral parlors;
- 443 K. Gasoline service stations;
- 444 L. Government offices;
- 445 M. Hotels;
- 446 N. Laundry establishments;
- 447 O. Libraries;


- 448 P. Machine shops;
- 449 Q. Marinas and boat moorage;
- 450 R. Mini-warehouses;
- 451 S. Motels;
- 452 T. Multiple-family dwellings;
- 453 U. Museums;
- 454 V. Offices;
- 455 W. Outdoor storage;
- 456 X. Printing shops;
- 457 Y. Professional offices and clinics;
- 458 Z. Public parks and open spaces;
- 459 AA. Recreational related uses;
- 460 BB. Retail stores and services;
- 461 CC. Single-family and two-family dwellings, if located within a structure containing a
- 462 permitted business use, not exceeding 50 percent of the area of the structure, and not
- 463 located on the street level of the structure except that an owner-occupied single-family
- 464 dwelling may be allowed within a street level business structure, so long as the residential
- 465 portion is predominantly located in the rear of the structure (away from the commercial
- 466 building facade(s) for corner and multi-frontage lots), the use of the dwelling is subsidiary
- 467 and incidental to the principal commercial use, and there is no indication, other than a
- 468 separate entrance on the street level building facade, that a residential use is located
- 469 within the structure;
- 470 DD. Theaters; and
- 471 EE. Radio stations. [Ord. 2001-07 §2, 2001; Ord. 94-24 §2, 1994; Ord. 88-33-O §2, 1988;
- 472 Ord. 83-72-O §1, 1983; Ord. 83-5-O §§1 – 3, 1983; Ord. 82-40-O §1, 1982. Formerly
- 473 §17.21.020].
- 474
- 475 **17.90.030 Conditional uses.**
- 476 The following land uses and activities may be allowed by obtaining a conditional use
- 477 permit in accordance with the provisions of Chapter 17.200 KIBC:
- 478 A. Churches;
- 479 B. Hospitals;
- 480 C. Recreational vehicle parks
- 481 D. Mobile Home Parks; and
- 482 EB. Warehouses. [Ord. 94-24 §2, 1994; Ord. 83-72-O §2, 1983; Ord. 83-5-O §4, 1983;
- 483 Ord. 82-40-O §1, 1982. Formerly §17.21.030].
- 484 ...

**ADOPTED BY THE ASSEMBLY OF THE KODIAK ISLAND BOROUGH  
THIS SEVENTEENTH DAY OF SEPTEMBER, 2015**

KODIAK ISLAND BOROUGH

  
\_\_\_\_\_  
Jerrol Friend, Borough Mayor

ATTEST:

  
\_\_\_\_\_  
Nova M. Javier, MMC, Borough Clerk

Introduced by: Borough Assembly  
Requested by: Borough Assembly /  
Planning and Zoning Commission  
Drafted by: Community Development Department  
Introduced: 07/30/2015  
Public Hearing: 08/06/2015  
Adopted: 08/06/2015

**KODIAK ISLAND BOROUGH  
ORDINANCE NO. FY2016-04**

**AN ORDINANCE OF THE ASSEMBLY OF THE KODIAK ISLAND  
BOROUGH AMENDING KODIAK ISLAND BOROUGH CODE OF  
ORDINANCES TITLE 17 ZONING, CHAPTER 17.140 *EXISTING  
NONCONFORMING USES AND STRUCTURES TO ALLOW MOBILE  
HOMES DISPLACED UNDER ALASKA STATUTES 34.03.225 TO  
RELOCATE WITHIN EXISTING NONCONFORMING MOBILE HOME  
PARKS***

**WHEREAS,** as a second class Borough, the Kodiak Island Borough excercises planning, platting, and land use regulations on an area wide basis pursuant to Chapter 29.40 Alaska Statutes; and

**WHEREAS,** in accordance with AS 29.40, the Borough adopted Ordinance No. FY2008-10 Kodiak Island Borough 2008 Comprehensive Plan Update on December 6, 2007 replacing the 1968 Comprehensive Plan; and

**WHEREAS,** the Kodiak Island Borough has adopted KIBC Title 17 *Zoning* in accordance with AS 29.40 to implement the Kodiak Island Borough Comprehensive Plan; and

**WHEREAS,** KIBC 17.205.010 provides that "Whenever the public necessity, convenience, general welfare or good zoning practice requires, the assembly may, by ordinance and after report thereon by the commission and public hearing as required by law, amend, supplement, modify, repeal or otherwise change these regulations and the boundaries of the districts;" and

**WHEREAS,** the recent announced closure of Jackson's Mobile Home Park pursuant to AS 34.03.225(a)(4) will result in nearly 100 families being forced to relocate; and

**WHEREAS,** many of the mobile homes in question may not be able to be moved due to age, structural condition, or modifications over time; and

**WHEREAS,** no other existing mobile homes parks in Kodiak currently have approval for additional spaces to be added to those parks; and

**WHEREAS,** most existing mobile home parks are nonconforming land uses and expansion of nonconforming land uses is not permitted under KIBC Chapter 17.140 *Existing Nonconforming Uses and Structures*; and

46 **WHEREAS,** there may be space available in existing nonconforming mobile home parks  
47 to accommodate additional mobile homes if the zoning regulations permitted such  
48 expansion; and

49  
50 **WHEREAS,** the Borough desires to relax the regulatory requirements to permit mobile  
51 homes displaced pursuant to AS 34.03.225 to relocate to existing mobile home parks; and

52  
53 **WHEREAS,** the Borough recognizes that in doing so, certain zoning standards for  
54 mobile home parks (will or may not be met); and

55  
56 **WHEREAS,** the public necessity and general welfare of the community may be better  
57 served by amending the code to allow mobile homes to be relocated rather than requiring  
58 strict adherence to existing zoning requirements for mobile home parks; and

59  
60 **WHEREAS,** amending KIBC Chapter Title 17 *Zoning, 17.140 Existing Nonconforming*  
61 *Uses and Structures* will accomplish the stated public need; and

62  
63 **WHEREAS,** the Planning and Zoning Commission held a special work session to review  
64 the proposed changes to KIBC Chapter 17.140 on July 1, 2015; and

65  
66 **WHEREAS,** the Commission set aside time for public input and discussion at the work  
67 session; and

68  
69 **WHEREAS,** the Commission held a public hearing at a special meeting on July 8, 2015  
70 and a second public hearing at a regular meeting on July 15, 2015 and following the July  
71 15, 2015 public hearing, voted to transmit its recommendations for revisions to KIBC  
72 Chapter 17.140 to the Borough Assembly; and

73  
74 **WHEREAS,** as part of its recommendation to adopt the revisions to KIBC Chapter  
75 17.140, the Commission adopted Findings of Fact, which are attached hereto as Exhibit A;  
76 and

77  
78 **NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KODIAK ISLAND**  
79 **BOROUGH that:**

80  
81 **Section 1:** This ordinance is of a general and permanent nature and shall become a  
82 part of the Kodiak Island Borough Code of Ordinances;

83  
84 **Section 2:** Title 17 *Zoning, Chapter 17.140 Existing Nonconforming Uses and*  
85 *Structures* is hereby amended as follows:  
86  
87

88

89  
90

**Chapter 17.140**  
**EXISTING NONCONFORMING USES AND STRUCTURES**

91 Sections:

- 92 17.140.010 Explanation.  
93 17.140.020 Intent.  
94 17.140.030 Nonconforming lots of record.  
95 17.140.040 Nonconforming structures.  
96 17.140.050 Nonconforming uses of structures and land.  
97 17.140.060 Parking.  
98 17.140.070 Prior construction.  
99 17.140.080 Exception – Junkyards.  
100 **17.140.085 Exceptions – Relocation of mobile homes displaced by a change**  
101 **of land use.**  
102 17.140.090 Exceptions.  
103 17.140.100 Definitions.

104

105 **17.140.010 Explanation.**

106 When a lot, structure or use legally exists prior to the adoption of an ordinance  
107 codified in this title, but does not meet the requirements of this title, it shall be  
108 permitted to continue within the limits set forth in this chapter under  
109 "nonconforming" status. There are three types of nonconforming status:

- 110 A. Nonconforming Lots. The lot width or area is smaller than the minimum  
111 permitted in the land use district in which it is located;  
112 B. Nonconforming Structures. The structure is designed to accommodate a  
113 nonconforming use or fails to meet yard, height or other development requirements  
114 established for the land use district in which it is located; and  
115 C. Nonconforming Uses. The use to which land and/or structures is being put is not  
116 a permitted or conditional use in the land use district in which it is located.

117

118 **17.140.020 Intent.**

119 It is the intent of this chapter to permit these nonconformities to continue until they  
120 are eliminated. Nonconforming uses are generally incompatible with conforming  
121 uses. Nonconforming nonresidential uses are especially incompatible with  
122 permitted uses in residential zoning districts.

123

124 **17.140.030 Nonconforming lots of record.**

125 A nonconforming lot in any zoning district can be developed as permitted;  
126 provided, that it can be demonstrated that all other current zoning district  
127 requirements such as setbacks and parking can be met. Nothing in this title shall  
128 be construed to prohibit the creation of nonconforming lots which are federally  
129 mandated.

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**17.140.040 Nonconforming structures.**

A. Any legal structure existing at the effective date of adoption or amendment of the ordinances codified in this title that could not be built under the existing terms of this title by reason of restrictions on area, lot coverage, height, yards, deficiency of required parking, or other characteristics of the structure or its location on the lot may be continued so long as it remains otherwise legal.

B. Ordinary repairs, including the repair or replacement of walls, doors, windows, roof, fixtures, wiring, and plumbing, may be made to nonconforming structures.

C. Nonconforming residential structures may be enlarged or expanded; provided, that there are no other residential structures located on the property, no portion of the structure extends over any lot line, and all other building, fire and zoning requirements are met. Any encroachment into required setbacks exceeding the original building footprint shall be permitted only by the grant of a variance under Chapter 17.195 KIBC.

D. Should a nonconforming structure be destroyed, it shall not be reconstructed except in conformity with the regulations of this title. Destruction does not include deterioration through ordinary neglect.

**17.140.050 Nonconforming uses of structures and land.**

A. A legal use of a structure, land, or of a structure and land in combination, existing at the effective date of adoption or amendment of the ordinances codified in this title, may be continued so long as it remains otherwise legal.

B. Structures containing nonconforming residential uses, located in a nonresidential zoning district, may be expanded as long as the entire structure meets, at a minimum, the parking and building code requirements for office or retail use.

C. Structures containing nonconforming residential uses, located in a residential zoning district, may only be expanded if the nonconforming use of the structure is eliminated.

D. Structures containing nonconforming nonresidential uses may not be expanded.

E. Ordinary repairs including the repair or replacement of walls, doors, windows, roof, fixtures, wiring, and plumbing may be made to structures containing nonconforming residential uses.

F. Ordinary maintenance including the repair of walls, doors, windows, roof, fixtures, wiring, and plumbing may be made to structures containing nonconforming nonresidential uses.

G. When the nonconforming use of a structure, land, or structure and land in combination, is voluntarily discontinued or abandoned for one year or more, the structure, or structure and land in combination, shall not thereafter be used except in conformance with the regulations of the district in which it is located. Where

171 nonconforming use status applies to a structure and land in combination, removal  
172 or destruction of the structure shall extinguish the nonconforming use of the land.

173

174 **17.140.060 Parking.**

175 A. A nonconforming residential structure may be enlarged or expanded without  
176 requiring additional parking under Chapter 17.175 KIBC, as long as the number of  
177 dwelling units in the structure is not increased.

178 B. A nonconforming nonresidential structure may be changed to another legal use  
179 without requiring additional parking under Chapter 17.175 KIBC as long as the new  
180 use of the structure requires no more parking spaces than the previous  
181 nonconforming use.

182

183 **17.140.070 Prior construction.**

184 Nothing in this chapter requires a change in the plans, construction, or designated  
185 use of any building on which actual construction was legally begun prior to the  
186 effective date of adoption or amendment of the ordinances codified in this title and  
187 upon which actual building construction has been diligently carried on.

188

189 **17.140.080 Exception – Junkyards.**

190 Junkyards, as defined in Chapter 17.25 KIBC, located in any district other than an I  
191 industrial district, are a public nuisance and are not entitled to the protective  
192 provisions of this chapter.

193

194 **17.140.085 Exception – Relocation of mobile homes displaced by a change of  
195 land use.**

196 A. The provisions of this chapter with respect to nonconforming land uses  
197 shall not apply to mobile homes that must vacate mobile home parks  
198 resulting from a change of land use and notices issued under AS 34.03.225,  
199 when those mobile homes will be relocated to another existing  
200 nonconforming mobile home park.

201 B. Mobile homes relocated under this exception shall meet the following  
202 requirements:

203

1. Zoning compliance for the new location;

204

2. Any required building, electrical, and plumbing permits must be  
205 obtained;

206

3. Mobile homes to be relocated utilizing this exception must be current  
207 on Borough real and personal property taxes;

208

4. A 5' setback to any external property lines shall be maintained in the  
209 new location;

210

5. Minimum separation requirements from adjacent structures or mobile  
211 homes, as determined by the building official; and

212 **6. Approved utility connections.**  
213 **C. This exception takes effect upon adoption and shall sunset on December**  
214 **31, 2018.**

215  
216 **17.140.090 Exceptions.**

217 When a lot, structure, or use was authorized by the provisions of former Chapter  
218 17.65 KIBC concerning an application for an exception, but which does not meet  
219 the current requirements of this title, it shall be considered to have nonconforming  
220 status and be permitted to continue within the limits set forth in this chapter.

221  
222 **17.140.100 Definitions.**

223 For purposes of this chapter, the following zoning districts are considered  
224 residential zoning districts:

225 WH – Wildlife Habitat District (Chapter 17.40 KIBC);

226 C – Conservation District (Chapter 17.50 KIBC);

227 RD – Rural Development District (Chapter 17.55 KIBC);

228 RR2 – Rural Residential Two District (Chapter 17.60 KIBC);

229 RR – Rural Residential District (Chapter 17.65 KIBC);

230 RR1 – Rural Residential One District (Chapter 17.70 KIBC);

231 R1 – Single-Family Residential District (Chapter 17.75 KIBC);

232 R2 – Two-Family Residential District (Chapter 17.80 KIBC);

233 R3 – Multifamily Residential District (Chapter 17.85 KIBC).

234 For purposes of this chapter all other zoning districts are considered to be  
235 nonresidential zoning districts.

236  
237 **Section 3:** This ordinance will take effect upon adoption.


238  
239 **ADOPTED BY THE ASSEMBLY OF THE KODIAK ISLAND BOROUGH**  
240 **THIS SIXTH DAY OF AUGUST, 2015**

241  
242 KODIAK ISLAND BOROUGH

243  
244 

245  
246 Jerrol Friend, Borough Mayor

247  
248 ATTEST:

249   
250  
251  
252 Nova M. Javier, MMC, Borough Clerk  
253



254

## EXHIBIT A

255 Planning and Zoning Commission adopted Findings of Fact for Kodiak Island Borough  
256 Ordinance No. FY2016-04.

### 257 FINDINGS OF FACT (KIBC17.205.020)

- 258 1. The amendments to KIBC Chapter 17.140 *Existing Nonconforming Uses and*  
259 *Structures* will eliminate a regulatory hurdle that currently prevents mobile  
260 homes displaced from Jackson's Mobile Home Park to relocate to other  
261 existing mobile home parks.
- 262 2. All but one of other mobile home parks in Kodiak are nonconforming land uses  
263 and several have existing spaces that could be occupied if the nonconforming  
264 standards of the code did not prohibit expanding nonconforming land uses.
- 265 3. There is a lack of readily available land that is designated for any new mobile  
266 home park.
- 267 4. The amendments to Chapter 17.140 *Existing Nonconforming Uses and*  
268 *Structures* are consistent with the Comprehensive Plan Goals and Policies  
269 related to housing and specifically, affordable housing.
- 270 5. The Planning and Zoning Commission recommends approval of the  
271 amendments to Chapter 17.140 KIBC.

Introduced by: Borough Assembly  
Requested by: Borough Assembly /  
Planning and Zoning Commission  
Drafted by: Community Development  
Department  
Introduced: 07/30/2015  
Public Hearing: 08/08/2015  
Adopted: 08/08/2015

**KODIAK ISLAND BOROUGH  
ORDINANCE NO. FY2016-03**

**AN ORDINANCE OF THE ASSEMBLY OF THE KODIAK ISLAND  
BOROUGH AMENDING KODIAK ISLAND BOROUGH CODE OF  
ORDINANCES TITLE 17 ZONING, CHAPTER 17.50 C-  
CONSERVATION AND CHAPTER 17.130 PL- PUBLIC USE LANDS  
DISTRICT TO ALLOW THE TEMPORARY STORAGE OF MOBILE  
HOMES DISPLACED UNDER ALASKA STATUTES 34.03.225 TO BE  
STORED ON SITES ZONED C-CONSERVATION OR PL-PUBLIC USE  
LANDS**

**WHEREAS,** as a second class Borough, the Kodiak Island Borough exercises planning, platting, and land use regulations on an area wide basis pursuant to Alaska Statutes (AS) Chapter 29.40; and

**WHEREAS,** in accordance with AS 29.40, the Borough adopted Ordinance No. FY2008-10 Kodiak Island Borough 2008 Comprehensive Plan Update on December 6, 2007 replacing the 1968 Comprehensive Plan; and

**WHEREAS,** the Borough has adopted KIBC Title 17 *Zoning* in accordance with AS 29.40 to implement the Kodiak Island Borough Comprehensive Plan; and

**WHEREAS,** KIBC 17.205.010 provides that "Whenever the public necessity, convenience, general welfare or good zoning practice requires, the assembly may, by ordinance and after report thereon by the Commission and public hearing as required by law, amend, supplement, modify, repeal or otherwise change these regulations and the boundaries of the districts;" and

**WHEREAS,** the recent announced closure of Jackson's Mobile Home Park pursuant to AS 34.03.225 (a)(4) will result in nearly 100 families being forced to relocate; and

**WHEREAS,** many of the mobile homes in question may not be able to be moved due to age, structural condition, or modifications over time; and

**WHEREAS,** recent public comments noted that some mobile home owners may need a temporary location to store their mobile homes until a permanent location is found; and

**WHEREAS,** there may be space available on C-Conservation zoned land or publicly owned land that is zoned PL-Public Use Lands to accommodate temporary storage of mobile homes if the Conservation or Public Use Lands zoning regulations permitted such storage; and

50 **WHEREAS,** the Borough desires to relax the regulatory requirements to permit mobile  
51 homes displaced pursuant to AS 34.03.225 to be temporarily stored in the Conservation  
52 and Public Use Lands zoning districts; and

53  
54 **WHEREAS,** the public necessity and general welfare of the community may be better  
55 served by amending the code to allow temporary storage of mobile homes rather than  
56 requiring strict adherence to existing zoning requirements for storage; and

57  
58 **WHEREAS,** the amendments to Title 17 *Zoning*, Chapters 17.50 *C-Conservation*  
59 *District* and 17.130 *PL-Public Use Lands* of will accomplish the stated public need; and

60  
61 **WHEREAS,** the Planning and Zoning Commission held a special work session to review  
62 the proposed changes to KIBC Chapters 17.50 and 17.130 on July 1, 2015; and

63  
64 **WHEREAS,** the Commission set aside time for public input and discussion at the work  
65 session; and

66  
67 **WHEREAS,** the Commission held a public hearing at a special meeting on July 8, 2015  
68 and a second public hearing at a regular meeting on July 15, 2015 and following the July  
69 15, 2015 public hearing, voted to transmit its recommendations for revisions to KIBC  
70 Chapters 17.50 and 17.130 to the Borough Assembly; and

71  
72 **WHEREAS,** as part of its recommendation to adopt the revisions to KIBC Chapters  
73 17.50 and 17.130, the Commission adopted Findings of Fact, which are attached hereto  
74 as Exhibit A; and

75  
76 **NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KODIAK ISLAND**  
77 **BOROUGH that:**

78  
79 **Section 1:** This ordinance is of a general and permanent nature and shall become a  
80 part of the Kodiak Island Borough Code of Ordinances.

81  
82 **Section 2:** The Title 17 *Zoning* Chapters 17.50 *C-Conservation District* and 17.130  
83 *PL-Public Use Lands*, are hereby amended as follows:

84  
85 **Chapter 17.50**  
86 **C – CONSERVATION DISTRICT**

- 87 **Sections:**
- 88 17.50.010 Description and intent.
  - 89 17.50.020 Permitted principal uses and structures.
  - 90 17.50.030 Permitted accessory uses and structures.
  - 91 17.50.040 Conditional uses.
  - 92 **17.50.045 Temporary Uses.**
  - 93 17.50.050 Area requirements.
  - 94 17.50.060 Maximum lot coverage for structures.
  - 95 17.50.070 Building height limit.
  - 96 17.50.080 Setbacks from property lines.
  - 97 17.50.090 Special district regulations.
  - 98 17.50.100 Fences, parking, and signs.
  - 99 17.50.110 Nonconformities.

100

101 **17.50.010 Description and intent.**

102 The C conservation zoning district is established for the purpose of maintaining open  
103 space areas while providing for single-family residential, and limited commercial land uses.  
104 For the conservation district, in promoting the general purposes of this title, the specific  
105 intentions of this chapter are:

106 A. To encourage the use of land for single-family residential and limited commercial  
107 purposes;

108 B. To encourage the continued use of land for open space areas; and

109 C. To encourage the discontinuance of existing uses that are not permitted under the  
110 provisions of this chapter.

111

112 **17.50.020 Permitted principal uses and structures.**

113 The following land uses and activities are permitted in the conservation district:

114 A. All of the permitted principal uses and structures in the NU natural use zoning district;

115 B. Agricultural activities and related structures, including commercial livestock grazing;  
116 with a written conservation plan between the land owner or lease holder and the Kodiak  
117 soil and water conservation district, in those areas historically established for livestock  
118 grazing consisting of the northeast portion of Kodiak Island east of a line drawn from Crag  
119 Point on Sharatin Bay to the mouth of Wild Creek in Ugak Bay, and including Chirikof  
120 Island and Sitkinak Island;

121 C. Commercial fishing activities and related structures, including mariculture activities and  
122 related structures;

123 D. Commercial guiding and/or outfitting activities (e.g., hunting, fishing, photography, etc.)  
124 and related structures (e.g., lodges) containing provisions for no more than six clients;

125 E. Parks;

126 F. Recreational activities (including recreational mining activities);

127 G. Single-family dwellings/recreational cabins and associated home occupations;

128 H. Timber harvesting activities and transportation and utility facilities constructed in  
129 support of permitted timber harvesting activities;

130 I. Churches;

131 J. Bed and breakfasts;

132 K. Vacation homes; and

133 L. Hoop houses.

134

135 **17.50.030 Permitted accessory uses and structures.**

136 In addition to those uses and structures specifically identified in KIBC 17.50.020, the  
137 following accessory uses and structures are permitted when developed in support of  
138 permitted principal uses:

139 A. Docks, piers, water intake facilities, power structures, etc.;

140 B. Accessory residential buildings (e.g., crew quarters in support of commercial set-net  
141 fishing and lodge operations, banyas, outhouses, etc.);

142 C. Storage and warehouse structures (e.g., gear buildings, generator sheds, etc.); and

143 D. Transportation and utility facilities (e.g., roads, pipelines, communication facilities, etc.)  
144 but not airstrips.

145

146 **17.50.040 Conditional uses.**

147 The following land uses and activities may be allowed by obtaining a conditional use  
148 permit in accordance with the provisions of Chapter 17.200 KIBC:

149 A. All of the conditional uses in the NU natural use zoning district;

150 B. Airstrips;

151 C. Commercial livestock grazing, excluding those areas historically established for  
152 livestock grazing as described in KIBC 17.50.020(B), where it is a permitted use;

153 D. Lodges that have provisions for more than six clients;

154 E. Logging camps and timber harvesting support facilities (e.g., log transfer facilities),  
155 including timber products processing facilities;

156 F. Nonrecreational mineral extraction activities and related structures;

157 G. Seafood processing facilities and related structures; and

158 H. Transportation and utility facilities not otherwise permitted and not otherwise used in  
159 conjunction with permitted uses (e.g., roads, pipelines, communications facilities, etc.).

160

161 **17.50.045 Temporary Uses.**

162 The following land uses may be allowed in the public lands district subject to  
163 approval of the property owner and any conditions related to such storage  
164 established by the owner:

165 A. Storage of mobile homes displaced by closure of a mobile home park pursuant to  
166 AS. 34.03.225.

167 B. This provision shall sunset on December 31, 2018.

168

169 **17.50.050 Area requirements.**

170 A. Lot Area. The minimum lot area required is five acres.

171 B. Lot Width. The minimum lot width required is 250 feet.

172

173 **17.50.060 Maximum lot coverage for structures.**

174 The maximum lot coverage allowed by the total of all structures is five percent of the lot  
175 area, except that on any lot of record, structures may cover 2,000 square feet of the lot or  
176 five percent of the lot area, whichever is greater.

177

178 **17.50.070 Building height limit.**

179 The maximum building height allowed is 35 feet for residential buildings and 50 feet for  
180 accessory buildings.

181

182 **17.50.080 Setbacks from property lines.**

183 A. Setbacks from Property Lines.

184 1. There is a required front yard setback of 25 feet except lots fronting on marine waters  
185 are exempt from any front yard setback.

186 2. There is a required side yard setback of 25 feet.

187 3. There is a required rear yard setback of 25 feet.

188 B. Setbacks from Anadromous Fish Water Bodies.

189 1. There is a required setback (preventing clearing, filling, excavation, or structural  
190 development) of 50 feet from the bank vegetation of anadromous fish water bodies that  
191 are specified pursuant to AS 16.05.870(a) and 5 AAC 95.010, except in the case of timber  
192 harvesting activities, whose required setback will be regulated by AS 41.17.010 through  
193 41.17.950, as amended, and the regulations enacted thereunder. This provision shall not  
194 prevent removal in the setback area associated with a habitable residential or recreational  
195 structure of:

- 196 a. Up to 50 percent of the trees; and
- 197 b. Other vegetation if a suitable ground cover (such as grass) is planted.

198 2. Water-dependent facilities, in stream development activities, and fording may be located  
199 closer than 50 feet, and in the water when permitted by the Alaska Department of Fish and  
200 Game under AS 16.05.870(b) and (d) and 5 AAC 95.700. "Water-dependent facilities" are  
201 defined as uses, activities or structures which can be carried out only on, in or adjacent to  
202 water areas because the use, activity, or structure requires access to the water body (e.g.,  
203 water intake facilities, micro hydro projects, docks, piers, and boat watching facilities, etc.).  
204

205 **17.50.090 Special district regulations.**

206 A. Conditional uses in this zoning district are required to conform to the general district  
207 regulations unless the terms of the conditional use permit specify otherwise.

208 B. Approved conditional uses in this district shall conform to the following specific  
209 performance standards:

210 1. Conditional uses must minimize the impact on the natural environment and preserve, to  
211 the extent feasible and prudent, natural features. Specifically, to the extent feasible and  
212 prudent:

- 213 a. Conditional uses in upland habitats must retain natural vegetation coverage, natural  
214 drainage patterns, prevent excessive runoff and erosion, and maintain surface water  
215 quality and natural groundwater recharge areas; and
- 216 b. Conditional uses in estuaries, tideflats, and wetlands must maintain or assure water  
217 flow, natural circulation patterns, and adequate nutrient and oxygen levels.

218 Nothing in this provision shall require improvement to the natural condition existing prior to  
219 development.

220 2. Although a particular conditional use may constitute a minor change, the cumulative  
221 effect of numerous piecemeal changes can result in a major impairment of the  
222 environment. The particular site for which a conditional use application is made will be  
223 evaluated with the recognition that it may be part of a complete and interrelated  
224 environmental area. A conditional use shall be denied under this provision only if the  
225 weight of credible scientific evidence shows that the proposed conditional use, together  
226 with all other then-existing conditional uses in the area, will have a substantial adverse  
227 impact on the interrelated environmental area if such conditional uses are operating in  
228 accordance with all required state and federal rules and regulations. Consideration shall  
229 be given to the mitigating effect of not locating the conditional use in any other area and  
230 mitigation efforts, if any, which the proposed conditional user may offer for this or any  
231 other environmental areas.

232  
233

- 234 **17.50.100 Fences, parking, and signs.**  
 235 Fences, parking areas, and signs are permitted and unregulated when they are related to  
 236 the use of the property for a permitted and/or approved conditional use.  
 237  
 238 **17.50.110 Nonconformities.**  
 239 A. On nonconforming lots of record any permitted principal uses and structures and any  
 240 permitted accessory uses and structures are allowed.  
 241 B. On nonconforming lots of record the commission may grant a conditional use permit for  
 242 any use listed in KIBC 17.50.040.  
 243 C. Setbacks from property lines for nonconforming lots of one-half acre or less:  
 244 1. There is a required side yard and rear yard setback of 10 feet; and  
 245 2. There is a required front yard setback of 15 feet, except lots fronting on marine waters  
 246 are exempt from any front yard setback.  
 247 D. Nonconforming uses will be regulated by the general nonconforming use provisions of  
 248 this title.  
 249 E. Nonconforming structures will be regulated by the general nonconforming structures  
 250 provisions of this title.  
 251

252 **Chapter 17.130**  
 253 **PL – PUBLIC USE LANDS DISTRICT**

- 254 Sections:  
 255 17.130.010 Description and intent.  
 256 17.130.020 Permitted uses.  
 257 17.130.030 Conditional uses.  
 258 17.130.035 Temporary Uses.  
 259 17.130.040 Area requirements.  
 260 17.130.050 Yards.  
 261 17.130.060 Building height limit.  
 262

263 **17.130.010 Description and intent.**

- 264 The PL public use lands zoning district is established as a land use district for publicly  
 265 owned land containing recreational, educational and institutional uses. For the public lands  
 266 district, in promoting the general purposes of this title, the specific intentions of this chapter  
 267 are:  
 268 A. To identify lands owned by governments that are used for public purposes;  
 269 B. To prohibit residential, commercial and industrial land uses and any other use of the  
 270 land which would interfere with the development or continuation of public services in the  
 271 district; and  
 272 C. To encourage the discontinuance of existing uses that are not permitted under this  
 273 chapter.  
 274  
 275  
 276  
 277  
 278

279 **17.130.020 Permitted uses.**  
280 The following land uses are permitted in the public lands district subject to the approval of  
281 a detailed site plan by the commission:  
282 A. Cemeteries;  
283 B. Community buildings and halls;  
284 C. Fire stations;  
285 D. Gymnasiums;  
286 E. Hospitals;  
287 F. Libraries;  
288 G. Museums;  
289 H. Nursing homes;  
290 I. Offices for local, state and federal governments;  
291 J. Open air theaters;  
292 K. Parks, playgrounds, playfields, and open space;  
293 L. Recreation centers;  
294 M. Sanitariums;  
295 N. Schools, public and private;  
296 O. Swimming pools; and  
297 P. Utility installations.  
298  
299 **17.130.030 Conditional uses.**  
300 The following land uses may be allowed by obtaining a conditional use permit in  
301 accordance with the provisions of Chapter 17.200 KIBC:  
302 A. Airports;  
303 B. Correctional facilities;  
304 C. Dormitories;  
305 D. Governmental maintenance and service facilities and storage yards;  
306 E. Natural resource extraction;  
307 F. Solid waste disposal sites; and  
308 G. Radio and television transmitters.  
309  
310 **17.130.035 Temporary Uses.**  
311 The following land uses may be allowed in the public lands district subject to  
312 approval of the property owner and any conditions related to such storage  
313 established by the owner:  
314 A. Storage of mobile homes displaced by closure of a mobile home park pursuant to  
315 AS. 34.03.225.  
316 B. This provision shall sunset on December 31, 2018.  
317  
318 **17.130.040 Area requirements.**  
319 A. Lot Area. The minimum lot area required is 7,200 square feet.  
320 B. Lot Width. The minimum lot width required is 60 feet.  
321  
322  
323



324 **17.130.050 Yards.**  
325 A. Front Yard. The minimum front yard required is 25 feet.  
326 B. Side Yard. The minimum yard required on each side of a principal building is 10 percent  
327 of the lot's width but need not exceed 25 feet. The minimum required side yard on the  
328 street side of a corner lot is 25 feet.  
329 C. Rear Yard. The minimum rear yard required is 25 percent of the lot's depth but need  
330 not exceed 25 feet.

331  
332 **17.130.060 Building height limit.**  
333 The maximum building height is 50 feet.

334  
335 **Section 3: This ordinance will take effect upon adoption.**

336  
337 **ADOPTED BY THE ASSEMBLY OF THE KODIAK ISLAND BOROUGH**  
338 **THIS SIXTH DAY OF AUGUST, 2015**

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340

341

KODIAK ISLAND BOROUGH

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ATTEST:

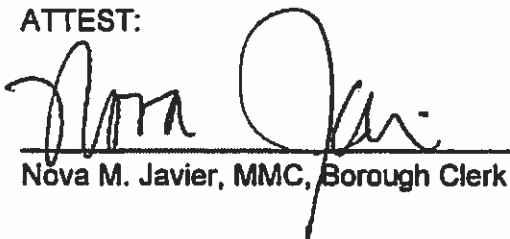
348

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Nova M. Javier, MMC, Borough Clerk

  
Jerrol Friend, Borough Mayor

**EXHIBIT A**

353

354 Planning and Zoning Commission adopted Findings of Fact for Kodiak Island Borough  
355 Ordinance No. FY2016-03.

356 **FINDINGS OF FACT (KIBC17.205.020)**

357 1. The announced closure of Jackson's Mobile Home Park will force mobile home  
358 owners in the park to relocate their homes. Since there are limited locations for  
359 displaced mobile homes to relocate to, there may be a need for temporary  
360 storage of mobile homes until the owners are able to secure a permanent  
361 location.

362 2. There is a lack of readily available land that is designated for any new mobile  
363 home park.

364 3. Currently, outdoor storage is only allowed in the business and industrial zoning  
365 districts. The zoning code amendments will now allow the temporary storage of  
366 displaced mobile homes in the C-Conservation and PL-Public Use Lands  
367 zoning districts.

368 4. The proposed amendments to KIBC Title 17 *Zoning*, Chapters 17.50 *C-*  
369 *Conservation* and 17.130 *PL-Public Use Lands* are consistent with  
370 Comprehensive Plan Goals and Policies related to affordable housing.

371 5. The Planning and Zoning Commission recommends approval of the code  
372 amendments.

373

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Hi Aimee,

Attached are handouts describing the role/objective of the TAC members/Interviews and schedule for TAC review periods and meetings. I handed these out when I did the stakeholder interviews / ITN meeting. Below is a little more detail on the commitment level:

The selected volunteers will be asked to participate in two TAC meetings, which will occur during normal working hours. Each meeting will be 2 hours, likely from noon to 2PM on the below identified dates:

- \* Technical Advisory Committee (TAC) Meeting #1 / Public Meeting #1 February 3, 2016
- \* TAC Meeting #2 April 27, 2016

In addition to participating in the two meetings, we may contact the volunteer with specific questions regarding their technical area of expertise, if necessary in preparing for the TAC meetings. Attached is the PIP, please feel free to forward this email with attachment to the identified groups so they can learn more about the project. We would like to have volunteers identified by December 1, 2015, if possible. Do not hesitate to call if you have any questions or need additional information.

We had tentatively identified February 3 for the first TAC meeting (afternoon) and Public Meeting (evening). However, we could move this up to January 25. Do you have a preference for either date? If we determine January 25 is better I will update the handouts to reflect new TAC meeting and review dates.

Happy New Year,  
Michelle

# OVERALL PLAN OBJECTIVES:

- Provide the City of Kodiak a plan that encourages revenue generation while balancing development and land conservation.
- Allow the City of Kodiak to anticipate and plan for the future development of Near Island.
- Develop a plan with goals, policies, and recommendations that can be implemented.
  - Identify required steps to implement recommended goals and policies.
  - Identify responsible parties for implementation.
  - Identify potential funding sources and any intergovernmental coordination required for successful implementation.

## **OBJECTIVE OF STAKEHOLDER INTERVIEWS/TECHNICAL ADVISORY COMMITTEE:**

- **Gather firsthand knowledge of opportunities, challenges, and needs on Near Island.**
- **Gain understanding of what Near Island user groups want to see for future.**
- **Receive feedback and review by technical experts/landowners on whether proposed ideas are achievable.**

# STAKEHOLDER INTERVIEWS/TECHNICAL ADVISORY COMMITTEE SCHEDULE:

- Stakeholder Interviews December 10, 2015
- Materials for TAC Review January 25, 2016
- TAC #1 (Noon - 2PM) February 3, 2016 (tentative)
- Draft Development Plan for TAC Review April 18, 2016
- TAC #2 (Noon - 2PM) April 27, 2016 (tentative)