

Mayor
John K. Handeland

City Manager
Glen Steckman

Deputy City Clerk
Jeremy Jacobson



Nome Planning Commission
Kenneth Hughes III, Chair
Mathew Michels
Sara Lizak
John Odden
Gregory Smith
Carol Piscoya
Colleen Deighton

**NOME PLANNING COMMISSION
REGULAR MEETING AGENDA
TUESDAY, AUGUST 03, 2021 at 6:30 / 7:00 PM
COUNCIL CHAMBERS IN CITY HALL**

102 Division St. ▪ P.O. Box 281 ▪ Nome, Alaska 99762 ▪ Phone (907) 443-6663 ▪ Fax (907) 443-5345

WORK SESSION 6:30 pm

NPC Work Session on Land Use Map,

VERBAL

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF MINUTES

- [A.](#) July 7, 2021 Nome Planning Commission Minutes,

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HISTORIC PRESERVATION COMMISSION ACTIVITIES

- [A.](#) Email of July 26, 2021 from Maria Lewis to Alaska CLGs re: Virtual Training Event,

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COMMUNICATIONS

CITIZENS' COMMENTS

NEW BUSINESS

- [A.](#) Zoning Map Amendment Request of July 8, 2021,

PAGE 13

UNFINISHED BUSINESS

- [A.](#) 2021 Abatement,

PAGE 14

STAFF REPORTS

- [A.](#) City Manager's Report July 13 - 23, 2021,

PAGE 31

- B. City Planner's Report,

VERBAL

- C. Building Inspector's Report,

VERBAL

- D. Permit Summaries,

VERBAL

COMMISSIONERS' COMMENTS

SCHEDULE OF NEXT MEETING

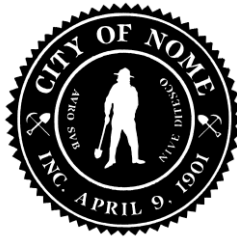
The next Planning Commission Meeting is scheduled for Tuesday September 7, 2021,

ADJOURNMENT

Mayor
John K. Handeland

City Manager
Glen Steckman

Acting Deputy Clerk
Jeremy Jacobson



Nome Planning Commission Item A.
Kenneth Hughes III, Chairman
Mathew Michels
Sara Lizak
John Odden
Gregory Smith
Carol Piscoya
Colleen Deighton

**NOME PLANNING COMMISSION
REGULAR MEETING MINUTES
TUESDAY, JULY 06, 2021 at 7:07 PM
COUNCIL CHAMBERS IN CITY HALL**

102 Division St. • P.O. Box 281 • Nome, Alaska 99762 • Phone (907) 443-6663 • Fax (907) 443-5345

ROLL CALL

Members Present: Colleen Deighton; Ken Hughes; Mathew Michels; Sara Lizak; John Odden;

Members Absent: Carol Piscoya (excused); Greg Smith (excused)

Also Present: Bryant Hammond, City Clerk; Jeremy Jacobson, Acting Deputy Clerk; Eileen Bechtol, City Planner

In the audience: Julia Lerner, Nome Nugget; Wesley Perkins; Chris Rudolph

APPROVAL OF AGENDA

A motion was made by C. Deighton and seconded by C. Odden to approve the agenda.

A motion was made by C. Lizak and seconded by C. Deighton to amend the agenda by moving New Business A to after Approval of Agenda.

At the roll call:

Aye: Michels; Lizak; Odden; Deighton; Hughes

Nay:

Abstain:

The motion to amend **CARRIED**.

Returning to the main motion

At the roll call:

Aye: Hughes; Michels; Lizak; Odden; Deighton

Nay:
Abstain:

The motion, as amended, **CARRIED**.

NEW BUSINESS

- A. Variance Request for Lot 7A of Block 53 to Locate a Container Less than Five Feet from the Lot line, **PUBLIC HEARING**.

For the purpose of holding a public hearing, the Commission recessed at 7:11 PM.

- Wes Perkins noted there was a small building that was on the lot, but not on the map given to the Commission, saying it was on his lot line. He noted he once had a building there but the City made him abate it. He spoke against granting the variance because it didn't fit the guidelines.
- Chris Rudolph, the proxy for Mr. Clouston, described plans, including demolishing a building, filling the lot and setting containers on the lot.

The Commission reconvened at 7:15 PM.

A motion was made by C. Lizak and seconded by C. Odden to adopt the variance.

Discussion:

- Commissioner wondered where the 20 foot container would be placed.
- Commissioner Lizak characterized the maps as a little confusing.
- Commissioner Odden noted a 40 foot container barely fit on the lot and that the Commission couldn't grant a variance for convenience sake.
- Chairman Hughes read through the requirements for granting a variance, finding 1, 2, 3, 4, & 5 false, and 6, 7, & 8 true.

At the roll call:

Aye:

Nay: Lizak; Odden; Deighton; Hughes; Michels

Abstain:

The motion **FAILED**.

APPROVAL OF MINUTES

- A. June 22, 2021 Planning Commission Rescheduled Regular Meeting Minutes.

A motion was made by C. Lizak and seconded by C. Odden to approve the June 22, 2021 minutes.

At the roll call:

Aye: Odden; Deighton; Hughes; Michels; Lizak

Nay:

Abstain:

The motion **CARRIED**.

HISTORIC PRESERVATION COMMISSION ACTIVITIES

COMMUNICATIONS

- A. Memorandum of July 2, 2021 from Clerk Hammond to the Planning Commission re: Zoning Designation of Lots 11, 12, & 13.
- Commissioner Hughes asked why a fill permit was approved if the lots were zoned for open space.
 - Clerk Hammond was not able to produce an answer at the time.

CITIZENS' COMMENTS

UNFINISHED BUSINESS

- A. Nome Comprehensive Plan Survey Results.
- Commissioner Hughes asked about the word clouds.
 - Planner Bechtol discussed the word clouds and a sentiment analysis tool available in SurveyMonkey. She discussed her plans to disseminate the results to the wider public.
 - Commissioner Lizak thanked Planner Bechtol for her efforts.
- B. Discussion of 2021 Abatement Process.
- Commissioner Hughes asked where the Commission was at with the abatement process.
 - Commissioner Lizak explained the Commission was supposed to drive around and look at the properties themselves.
 - Commissioner asked for a GIS map, with the different properties identified on it according to their status. He noted evaluating the properties would be more efficient with a map.
 - Commissioner Lizak asked for a basic form letter be sent annually with the vacant property registration form to encourage property owners to do something with them.
 - Commissioner Odden suggested keeping a list on hand for contractors and people possibly looking to flip properties. He noted an abundance of junk surrounding some properties.

- Commissioners Lizak and Odden discussed the condition of the ROW and how they needed to be cleared.

NEW BUSINESS

B. Discussion on Right of Way Acquisition Plats.

- The Commission asked DOT for recommendations on best practices.
- Tim Sprout discussed ROW platting in general and some of the challenges associated with it. He noted having a defined set of rules in place would make a complicated process a little clearer.
- Commissioner Hughes asked what, if anything, of the Fairbanks North Star Borough code could be improved upon.
- Mr. Sprout couldn't recall any specific issues with the FNSB code.
- Commissioner Hughes suggested the Commission recommend to the Council adopt a similar version, adapted to Nome.
- AK DOT&PF staff fielded specific questions about the Steadman project.
- The Commission requested the excerpt of FNSB code regarding ROW platting and acquisition be adapted to Nome and brought back before the Commission.

A motion was made by C. Michels and seconded by C. Odden to approve the preliminary plats for the Port Rd Reconstruction and the Steadman St ADA Improvements projects.

At the roll call:

Aye: Odden; Deighton; Hughes; Michels; Lizak

Nay:

Abstain:

The motion **CARRIED**.

C. Informational - ROW Map for Nome Port Rd Reconstruction.

D. Informational - ROW for Steadman Street ADA Improvements Project.

STAFF REPORTS

A. Permit Summaries.

B. Planner's Report.

- Planner Bechtol noted a possible work session before the next meeting for the land use section of the comp plan. She opined that a 30 minute work session should work.
She noted that she would disseminate the results from the comp plan survey.

C. Building Inspector's Report.

COMMISSIONERS' COMMENTS

1. Commissioner Deighton – no comments.
2. Commissioner Hughes hoped everyone had a good 4th of July, celebrating 245 years. He thanked all for the participation in planning process.
3. Commissioner Michels apologized for missing the last meeting.
4. Commissioner Lizak thanked City Staff for their efforts. She thanked Planner Bechtol for incorporating the commission's suggestions into the Historic Preservation Plan
5. Commissioner Odden - no comments.

SCHEDULE OF NEXT MEETING

- A. The next meeting of the Planning Commission is a joint work session with the Nome Common Council on building codes scheduled for July 12, 2021.

The next regular meeting of the Planning Commission is scheduled for August 3, 2021.

ADJOURNMENT

A motion was made by C. Michels and seconded by C. Deighton to adjourn.

Hearing no objections, the Nome Planning Commission adjourned at 8:31PM.

APPROVED and **SIGNED** this 3rd day of August, 2021.

KENNETH HUGHES III
Chair

ATTEST:

JEREMY JACOBSON
Acting Deputy Clerk

From: [Lewis, Maria A \(DNR\)](#)
To: [Lewis, Maria A \(DNR\)](#)
Cc: [Bittner, Judith E \(DNR\)](#); [Ringsmuth, Katie J \(DNR\)](#)
Subject: CLGS: NAPC Summer Short Course: August 24-25, 2021 - Virtual Training Event
Date: Monday, July 26, 2021 9:54:16 AM

Caution! This message was sent from outside your organization.

Good Morning Alaska CLGs:

Registration is now open for NAPC's Summer Short Course which will be held virtually on August 24 & 25, 2021. This is a great training opportunity for you and/or your staff.



Join colleagues around the country for two days of engaging and practical webinars geared toward historic preservation commissions, boards, and staff. Led by a dynamic group of presenters from a variety of professional backgrounds, this interactive series can be enjoyed live or on-demand for continuing education credit!

Registration Rates:
General Admission - \$80
NAPC Members - \$40

Click on the link below to register.

[Webinar: NAPC's Summer Short Course by National Alliance of Preservation Commissions \(bigmarker.com\)](#)

Find more details on presenters and sessions below.

*The entirety of this virtual event will be recorded and available to all registrants for on-demand viewing.

In the event that you are not able to attend the live event, you will still have access to all of the information presented and you may still receive continuing education credit for on-demand viewing.

<!--[if !supportLists]-->• <!--[endif]-->

Featured Webinars



Tuesday,
August
24 | 12-
1:30 pm
ET

Alternative Materials: The Good, the Bad, and the Ugly



Tuesday,
August
24 | 2-
3:30 pm
ET

Do You Have a Permit for That?

Enforcement and Violations

Tuesday,
August
24 | 4-
5:30 pm
ET



Translating Your Skills: Time, Talent, and Treasure



Wednesday, August 25 | 12-1:30 pm ET

Disaster Planning & Recovery for Historic Communities: An Overview



Wednesday, August 25 | 2-3:30 pm ET

How to Date and Appreciate Mid-Century Buildings



Wednesday, August 25 | 4-5:30 pm ET

Finding Funds for your Preservation Program: A Primer on Grant Writing and Application

If you have any questions, please let me know.

Best Regards,

Maria Lewis
Architectural Historian
Alaska State Historic Preservation Office
Office of History & Archaeology

550 West 7th Avenue, Suite 1310

Anchorage, AK 99501-3561
Direct: 907-269-8717
maria.lewis@alaska.gov

RECEIVED

Date Received:

JUL 08 2021

City of Nome

Zoning Map Amendment Request

Fee: \$100

Item A.

CITY OF NOME
CLERKS DEPARTMENT

Applicant: WILLIAM E. POTTER
Mailing Address: P.O. BOX 1805 NOME AK 99762
Phone: 907-~~434~~-6008 E-Mail: BPOTTER1954@YAHOO.COM
Legal Description: Block #: 11 Lot #: 11, 12, 13 Tax Lot #: 001.151.38
Physical Address: 1110 East front
Requested Zoning: General use / Residential
Proposed Use of Property: Housing

William E Potter 7-8-21
Owner/Authorized Representative Date

This Portion for Official Use Only

Land Use District/Current Zoning: Open Space

TAX COMPLIANCE (NCO 5.10.020): YES X NO

COMMENTS: On July 8, 2021 BPA

☐ Conforming ☐ Non-Conforming ☐ Conditional Use Needed (Regular: \$200.00, Special: \$300.00)

Date: _____

Receipt #: _____

Approved: _____

Building Inspector

Date

Approved: _____

Planning Commission Chair

Date

City Clerk

Date

CITY OF NOME
ABATEMENT PROCEEDING
CITY CLERK'S OFFICE

PHYSICAL ADDRESS: 412 Division _____
TAX LOT NUMBER: 001.231.23, Block 65, Lot 1 _____
OWNER: Josephine Bourdon _____
MAILING ADDRESS: Box 237, Nome, Alaska 99762 _____
TELEPHONE: _____

NPD COMMENTS:

NVFD COMMENTS:

DPW COMMENTS:

BUILDING INSPECTOR COMMENTS:

NOME COMMON COUNCIL DECISION:



102 Division Street
P.O. Box 281
Nome, AK 99762
907.443.6663
www.nomealaska.org







CITY OF NOME
ABATEMENT PROCEEDING
CITY CLERK'S OFFICE

PHYSICAL ADDRESS: 403 East Tobuk Alley
TAX LOT NUMBER: 001.171.17, Block 68, Lot 11
OWNER: Randy Bruns
MAILING ADDRESS: Box 85103, Brevig Mission, Alaska 99785
TELEPHONE:

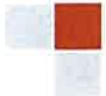
NPD COMMENTS:

NVFD COMMENTS:

DPW COMMENTS:

BUILDING INSPECTOR COMMENTS:

NOME COMMON COUNCIL DECISION:

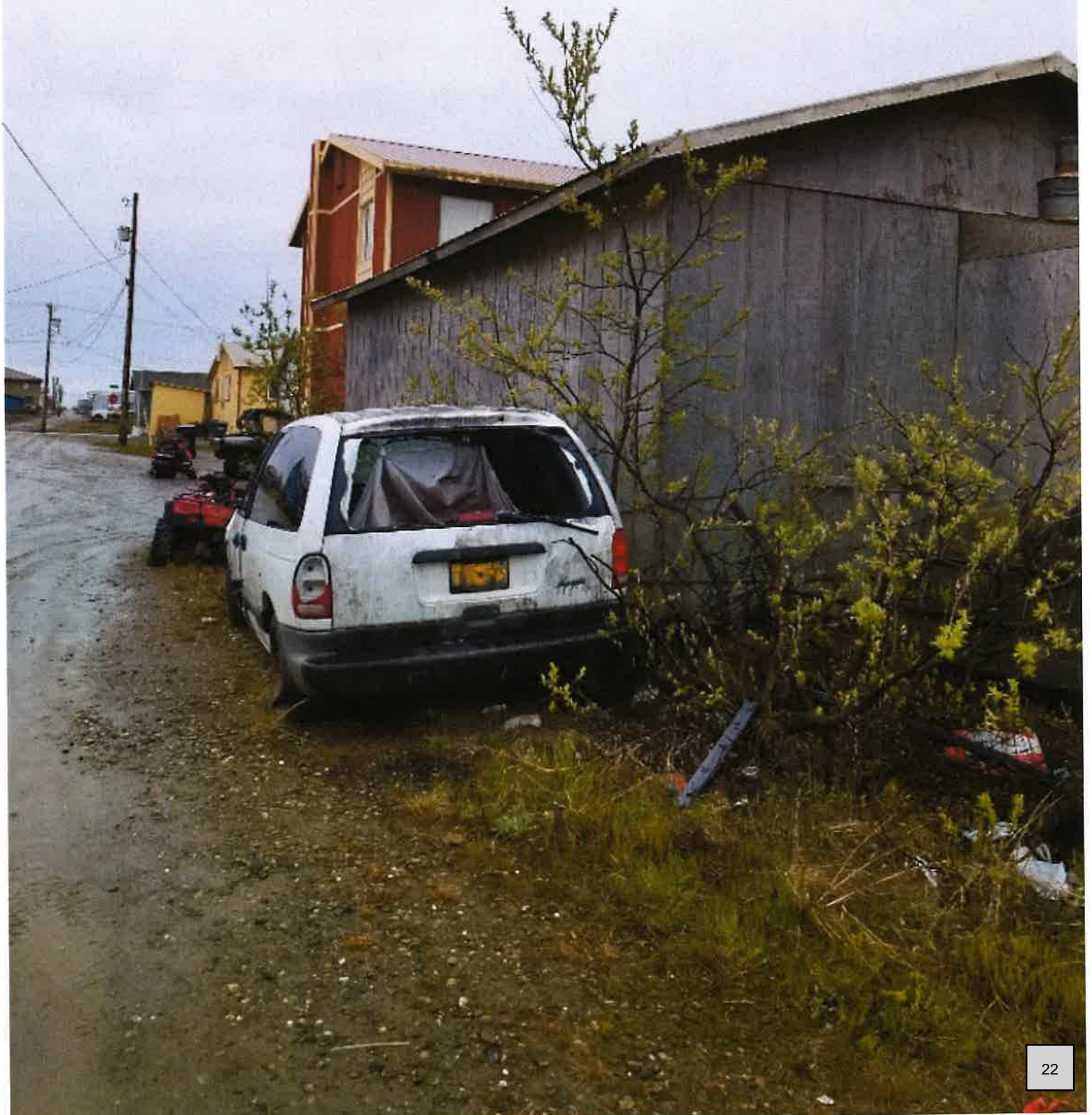


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CITY OF NOME
ABATEMENT PROCEEDING
CITY CLERK'S OFFICE

PHYSICAL ADDRESS: 602 Warren Place, 603 West 4th Ave.
TAX LOT NUMBER: 001.301.14, Block 61, Lot 4
OWNER: Fred Larsen Sr.
MAILING ADDRESS: Box 775, Nome, Alaska 99762
TELEPHONE:


NPD COMMENTS:

NVFD COMMENTS:

DPW COMMENTS:

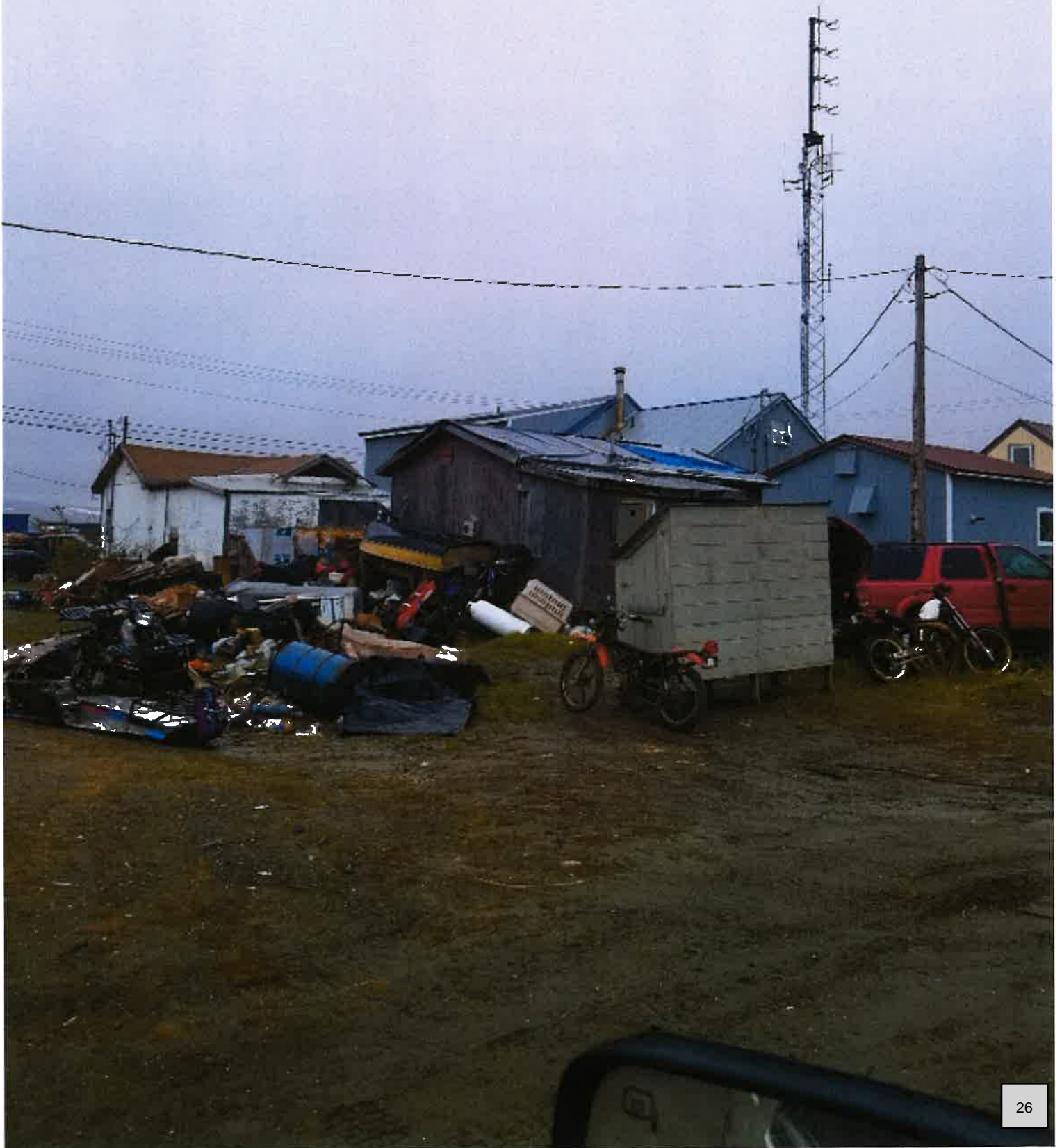
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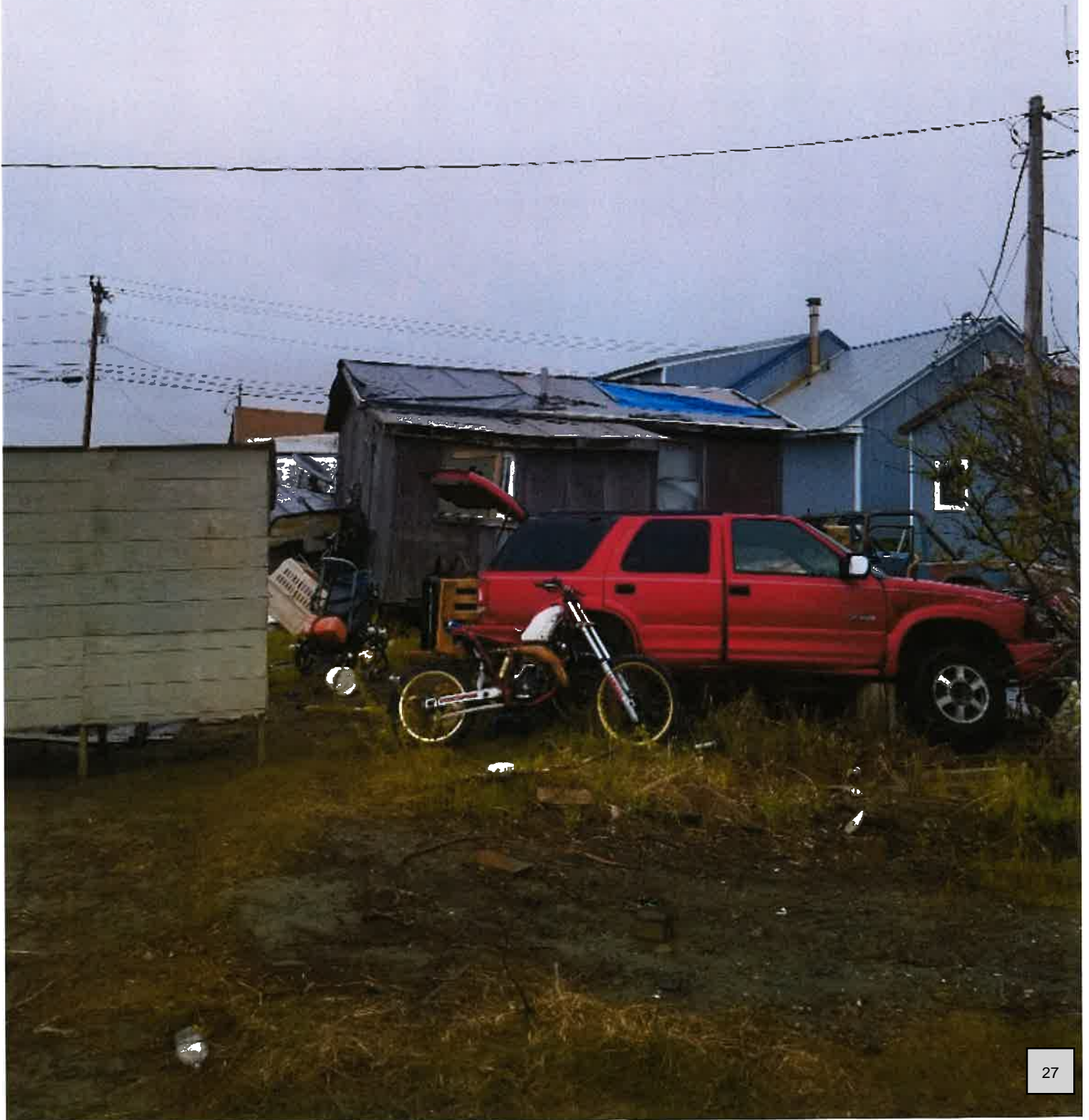
NOME COMMON COUNCIL DECISION:

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CITY OF NOME
ABATEMENT PROCEEDING
CITY CLERK'S OFFICE

PHYSICAL ADDRESS: 212 Warren PL
TAX LOT NUMBER: 001.231.27, BLK 65A, LOT 07A
OWNER: Kevin Fimon
MAILING ADDRESS: 4860 Shelikof St. Anchorage, Alaska 99507
TELEPHONE:

NPD COMMENTS:

NVFD COMMENTS:

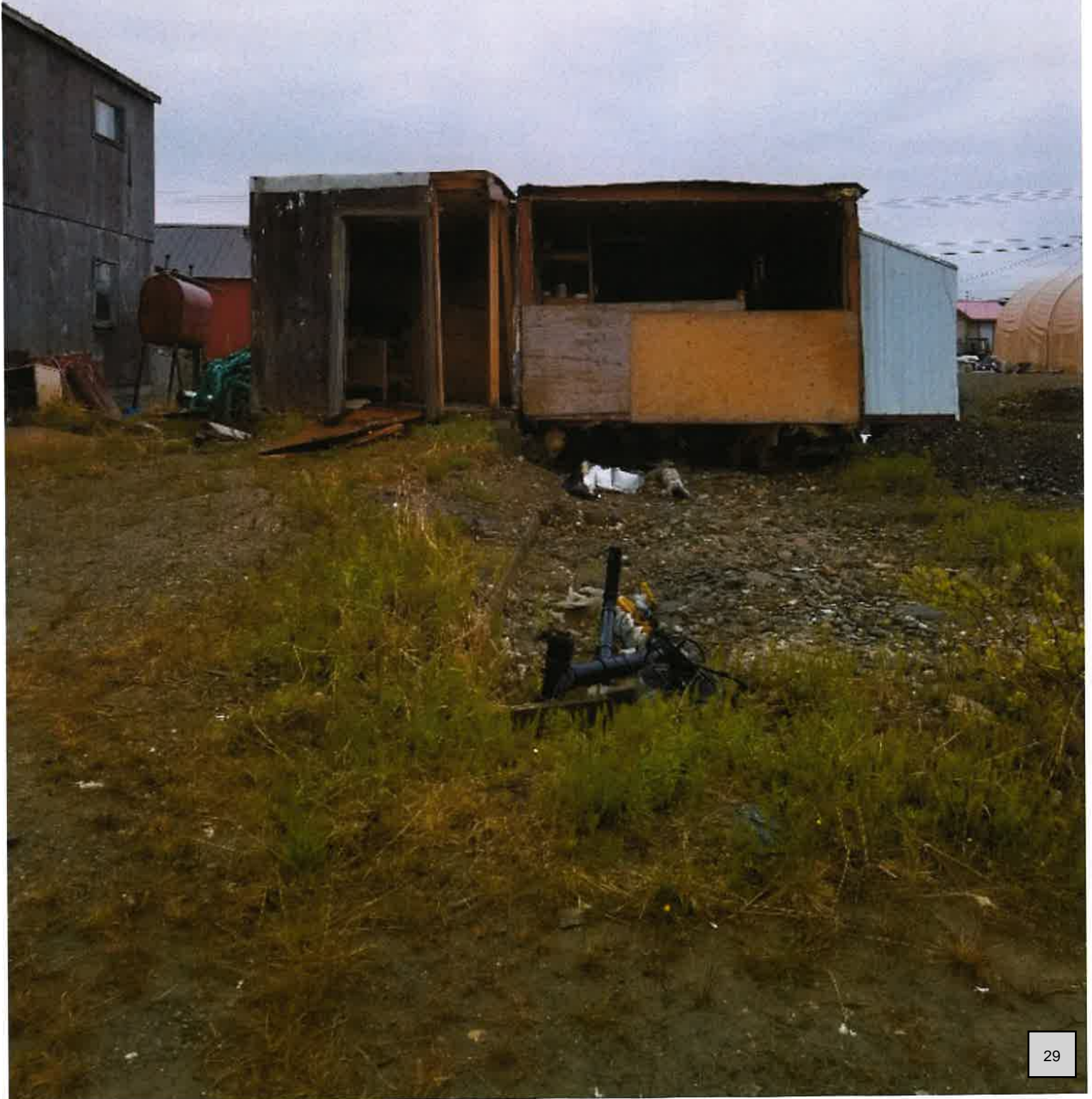
DPW COMMENTS:

BUILDING INSPECTOR COMMENTS:

NOME COMMON COUNCIL DECISION:



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TO: The Mayor and Common Council

From: Glenn Steckman

RE: Manager's Report

July 23, 2021

Phase Seven CARES Funds:

I am asking for your approval of the Phase Seven Cares Funds to offset business losses due to the cancelation of the Iditarod this pass March. The Phase Seven program is modeled after the financial support plan for bars and restaurants in November and December 2020. This program is expanded to include more businesses in the hospitality industry. I've proposed allocating \$170,000.00 of CARES Funds.

Artisan, Carvers and Sculptors CARE Grant Funds:

I am asking for approval for an allocation of \$16,000 to provide \$500.00 grants to artisan, carvers and sculptors.

Vehicle removal program:

I am requesting approval of a bounty program to pay property owners who request removal from their property of vehicles, four wheeler and snow machines. The initial funding for \$15,000.00 would from the landfill closure fund. This program would coincide with the U-Call, We-Haul program.

East End Park Lease:

I am requesting approval of the ten year lease extension/land use permit for East End Park for continued use and maintenance by the Rotary. This is the first extension of the original lease from 2011.

Hiring's and Promotions:

Peter Le has been promoted to Assistant Finance Director and Jeremy Jacobson has been promoted to acting Deputy City Clerk. Janice Wilson has been hired as the city's first full-time HR manager. Kristine Kienberger has been hired as the new Administrative Assistant in the Clerk's Office.

The city is currently advertising for a new Payroll Account Technician.

AHFC Nome properties:

City staff met with AHFC officials to discuss their thirty plus properties in the East 3rd, 4th and 5th street area. The AHFC is looking at adding fill and raising housing units. AHFC will also be looking at grading of some properties to increase drainage in that area of the city.

US Coast Guard:

The city hosted a visit from US Coast Guard Captain Leanne Lusk and her staff to Nome. Part of the USCG staff also involved in compliance review of vessels and will be here for two weeks.

Capt. Lusk was appointed to command the Anchorage District and this was her first visit to Nome. The Mayor, Joy, Lucas and I gave her a tour and hosted a briefing with her to outline the proposed port expansion project. Capt. Lusk was only in the city for an overnight visit.

Computer Training and Programs

The city had training and updating this past week on our Caselle program. We are now looking to expand into the Caselle HR module. We also are looking at moving to digital repair orders and a fleet management system.

Anvil Mountain Park:

Councilmember Martinson brought to the staff's attention trash and broken glass issues at the park. The park has been put on a twice a week trash removal. I've also asked the police to watch the park more closely because we are seeing more broken glass, our decorative fence is being damaged around the playground and the train car is being vandalized. We had a similar problem last year.

We will need to budget for fencing around the train car and replacing fencing around the playground in the near future.

Rec Center Boiler:

After receiving discouraging news last week, the city may have found a more permanent solution by being able to purchase two new higher grade boilers with higher efficiency levels. These boilers would be deliverable within eight weeks. This would be just the first step in addressing a longer term solution for heating and ventilation at the Rec Center.