NOME PLANNING COMMISSION
REGULAR MEETING AGENDA
TUESDAY, FEBRUARY 07, 2023 at 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

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF MINUTES

A. June 10, 2022, Nome Planning Commission Rescheduled Regular Meeting Minutes
   PAGE 2

HISTORIC PRESERVATION COMMISSION ACTIVITIES

A. Update to Historic Preservation Plan

VERBAL COMMUNICATIONS

A. Letter of December 20, 2022, from SOA-DNR (SHPO) to City of Nome Planning Commission re: Notification of Grant Award
   PAGE 6

CITIZENS’ COMMENTS

NEW BUSINESS

A. Preliminary Platting Review of Nome-Seppala Upgrades,
   PAGE 7

UNFINISHED BUSINESS

STAFF REPORTS

A. Construction Permits Summary
   PAGE 21

B. City Manager's Report
   PAGE 25

COMMISSIONERS’ COMMENTS

SCHEDULE OF NEXT MEETING

ADJOURNMENT
ROLL CALL

Members Present: Colleen Deighton; Melissa Ford; John Odden; Greg Smith

Members Absent: Ken Hughes; Mathew Michels; Carol Piscoya

Also Present: Glenn Steckman, City Manager; Clifton McHenry, Building Inspector; Bryant Hammond, City Clerk; Scot Henderson, Council Member; Jerald Brown, Council Member

In the audience: Peter Loewi, Nome Nugget; James Ventress

APPROVAL OF AGENDA

A motion was made by C. Deighton and seconded by C. Ford to approve the agenda as presented.

At the roll call:
Aye: Ford; Odden; Smith; Deighton
Nay:
Abstain:

The motion CARRIED.

APPROVAL OF MINUTES

HISTORIC PRESERVATION COMMISSION ACTIVITIES

COMMUNICATIONS

A. FW: Maria Lewis (DNR) to CLG’s: Free Webinar for All - Preservation Justice: Making Your Local Government Preservation Program More Equitable - May 20, 2022 1 PM .

B. Jacobie Schwenke (DNR) to CLG’s: Invitation to 2022 Education Series Session 2: CLG Basics: Practicalities and Possibilities - June 30, 2022, 1-3 PM.

CITIZENS’ COMMENTS

NEW BUSINESS
A. Variance Application for Lot 11B Block 21A - Lomen Ave. (21A 11B), **PUBLIC HEARING.**

For the purpose of holding a public hearing the Commission recessed at 7:22 PM.

Public Hearing:
- James Ventress, Associate Pastor for the Covenant Church, discussed the bike shop project he submitted the variance for, explaining he intended to build a 400 square foot structure for a bike shop. He opined there wouldn’t be any issues.
- Acting Chairman Smith asked about setbacks.
- Mr. Ventress explained the construction design, noting the plan is within setbacks.
- Commissioner Ford asked about the containers currently on the lot.
- Mr. Ventress explained those containers would be used in the construction, using the tan container as storage.

The Commission reconvened at 7:26 PM.

A motion was made by C. Ford and seconded by C. Deighton to approve the variance for lot size, having met the defined criteria for the variance.

Discussion:
- Acting Chairman Smith noted the purpose of a variance was to relax regulations and asked what regulations were being relaxed.
- Clerk Hammond read NCO 18.60.040 and NCO 18.140.010.
- Acting Chairman Smith discussed the need to encourage building and asked for a code revision.
- Manager Steckman asked the Commission to keep to the question at hand.
- Acting Chairman Smith led the commission through the variance criteria, with the Commission answering yes in each instance.

At the roll call:
Aye: Ford; Odden; Smith; Deighton
Nay:
Abstain:

The motion **CARRIED.**

B. Cultural Street Signage Discussion.
- Manager Steckman briefed the Commission on the discussion that occurred with the Common Council concerning bilingual street signage.
- Council Member Tapqaq described her initial work on the project and other programs working towards revitalizing Native languages. She noted her efforts at teaching Inupiaq as well as other educators in town.
- Public Works Director Cushman asked the Commission to look at removing two stop signs that don’t seem to serve a legitimate purpose. He discussed one that kept getting pushed through the intersection to the point where drivers stopped were already through the intersection. The other was at an intersection where no traffic was entering the intersection.

**UNFINISHED BUSINESS**

**STAFF REPORTS**
A. **City Manager’s Report.**
   - Steckman presented his verbal report, noting upcoming topics for the next meeting and a set of ordinances aimed at incentivizing the construction of housing in Nome, that would be up for a work session the following Tuesday at 5:30 PM. He discussed recent funds granted by NSEDC that have been allocated to major pool repairs to prolong the life of the pool. He noted his intent to review the abatement list in person over the next few weeks as the snow melts and invited Commissioners to accompany.

B. **Building Inspector’s Report.**
   - Cliff thanked the Commission for approving the variance and discussed a recent training given by FEMA on floodplain management for City staff. He discussed current obstacles and thanked staff working towards working the bugs out. He discussed the ongoing work at the Mini and his intent to dig down into the fire code to ensure safety of residents. He suggested looking at the vacant structure fees to incentivize the construction of new homes. He noted the ongoing efforts to address the properties of the late George Foot, saying the ”Tyvek Manner” should probably just be abated.
     - Commissioner Ford asked what was going on with the Mini.
     - Manager Steckman discussed the ongoing remodel, describing some improvements to design and layout. He discussed a refresh to Old St. Joe’s when the Mini remodel was completed.
     - Building Inspector McHenry expressed his appreciation for the workers from Seaside helping with the project. He noted the addition of drywall made it lighter and brighter upon entry. He briefly discussed the current approved permits.
     - Manager Steckman discussed a potential funding stream through Senator Murkowski as well as under the displaced communities. He noted the City also asked for funds for the teacher and police housing project.
     - Acting Chair Smith discussed the 14 unit housing first project north of east 6th.
     - Peter Loewi noted the pilings were scheduled to be driven this year.

C. **Active Building & Remodel Permits Summary.**

**COMMISSIONERS’ COMMENTS**

1. Commissioner Odden - no comments.

2. Commissioner Smith thanked everyone for a good meeting, he requested being a part of ordinance change regarding variances for lot size.

3. Commissioner Deighton said she was excited about bilingual signs calling it a step in right direction.

4. Commissioner Ford discussed the vacant property registration, saying it was an existing tool that the City was not using as well as it could. She commended the carrots used in process and said the City of needs better sticks. She said the abatement program was good, but addressed too few properties each ear. Commissioner Ford commended the work done on the Foot properties and encouraged the Commissioners to attend the training mentioned in the packet.

Council Member Henderson discussed the housing incentive program he was working on with the City Manager and encouraged those present to attend the meeting next Tuesday. He discussed his early
years in Nome where there was a healthy house building market contending those conditions were no longer present.

**SCHEDULE OF NEXT MEETING**

June 7th is tentatively scheduled as the next Planning Commission Meeting.

**ADJOURNMENT**

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

Hearing no objections, the Commission adjourned at 8:05 PM.

**APPROVED** and **SIGNED** this 7th day of June, 2022.

______________________________
KENNETH HUGHES III
Chair

**ATTEST:**

______________________________
JEREMY JACOBSON
Deputy City Clerk
December 20, 2022

City of Nome Planning Commission
Attn: Nickie Crowe
PO Box 281
Nome, Alaska 99762
ncrowe@nomealaska.org

Sent via Electronic Mail

Re: Notification of Grant Award

Dear City of Nome Planning Commission:

Congratulations! The Alaska Historical Commission (AHC) met on November 17, 2022 to review grant applications and recommend awards for Historic Preservation Fund (HPF) projects for Certified Local Governments, Development and Pre-Development projects, and Preserve Alaska projects.

The application submitted by your entity titled King Island East End Park Sign and Interpretive Panel was recommended for an Historic Preservation Fund matching grant.

The AHC recommended fully funding your request of $4,197. This grant is reimbursable based upon the required 50-50 match. The Office of History and Archaeology (OHA) anticipates issuing a grant agreement for your review and execution within the next several weeks.

Please note that any work performed prior to full grant execution by both parties is ineligible for reimbursement or match under this grant program.

If you have any questions, please contact the grants administrator at Kathleen.Tarr@alaska.gov or call 907-269-8694.

Sincerely,

Judith E. Bittner
State Historic Preservation Officer

Cc: Katie Ringsmuth, Deputy SHPO
May 12, 2021

Glenn Steckman
City Manager, City of Nome
P.O. Box 281
Nome, Alaska 99762
cthompson@nomealaska.org

Re: Seppala Drive Upgrades
    Project # Z6200300000/000S828
    Final Design Study Report

Dear Mr. Steckman:

Enclosed for your file is the approved Design Study Report for the referenced project.

Sincerely,

Joseph P. Kemp, P.E.
Engineering Manager

Enclosure
CM/IAS
Copy to: Preconstruction/Project

“Keep Alaska Moving through service and infrastructure.”
November 24, 2021

Nome Planning Commission
P.O. Box 281
Nome, AK 99762

Re: Seppala Drive Upgrades
Z62003000 / 000S828

Dear Nome Planning Commission:

The enclosed plans are submitted for your review and comment, and for determination of compliance with local planning and zoning ordinances. Under AS 35.30.020, the Department of Transportation and Public Facilities (DOT&PF) must comply with local planning and zoning ordinances and other regulations in the same manner and to the same extent as other landowners. If you believe DOT&PF’s construction of this project would result in a violation of planning, zoning, or other regulations generally applicable to landowners, please identify the portions of the project that would be in violation, and the specific planning, zoning, or other regulations that you believe would be violated.

Pursuant to AS 35.30.010, you have 90 days from delivery of the plans to provide comments on the project and to notify DOT&PF whether the project violates any planning, zoning, or other regulations. If comments are not received within this time frame, DOT&PF is authorized to proceed with the project.

Thank you for attention to this matter

Sincerely,

Christopher Johnston, P.E.
Engineering Manager

Enclosure
CFJ/las

Copy to: Preconstruction\Projects
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**Department of Transportation**

**State of Alaska**

**Public Facilities**

**Roadway Rehabilitation**

**Seppala Drive Upgrades**

**Nome, Alaska**

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**SEPTEMBER**

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<th>DECEMBER</th>
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TO: Mayor and Common Council
FROM: Glenn Steckman
RE: City Manager’s report
January 19, 2023

Quarterly Reports:
Attached to my report are the quarterly reports from department employees. Despite challenging times, I continue to applaud them for a job well-done. Ambulance and NPD numbers are down. Finance numbers are looking good; especially revenue.

Public Safety:
Ambulance and police calls are down. The average nightly attendance at NEST has been 27 people. Calls for assistance to the shelter have been limited to only six since the shelter reopened this fall. This year NEST staff have been through extensive training on how to calm clients and de-escalate tense situations.

COVID:
The city has 91 active cases of COVID as of Friday. This is the highest active number of cases seen in months in Nome. Several city employees have also been diagnosed this past week with COVID. The city is still distributing facemasks to the public that want facemasks. Facemasks are available at City Hall, the Rec Center and the Library.

Rabies:
This past week a fox attacked and bit a child in Nome. Fortunately, people who witnessed the attack, killed the fox which allowed quick testing for rabies. Unfortunately, the fox tested positive. The city is working with Norton Sound Hospital to create awareness of the situation and to get pets vaccinated and walked on leashes.

Iditarod:
Local planning is underway for the Iditarod. Efforts are being made to locate more housing for the visitors due the temporary closure of the Nugget Inn. I have also requested the library to create additional children programing and to have movies shown relating to children and dogs. The museum is planning adult programing and Iditarod displays. The museum will also be open on Sunday March 12.
Kawerak Leadership Summit:

A well-attended Kawerak Leadership Summit was held to discuss issues around employment, housing and infrastructure issues. The Mayor and I attended as representatives from the City of Nome to hear the concerns and needs our local tribal governments, small cities and native corporations.

Employment Summit:

The Nome Employment Summit was added to the Kawerak Leadership Summit as a standalone meeting with many participants attending both. While there was a lot of focus on the port expansion and employment opportunities and housing needs, I believe that the Nome School District, the Being Straits School District, the leadership of AMCC and Seaside plus the homeless organizations need to be more involved on current employment issues.

As part of the discussions at the summit, it was agreed mentorships and having in-class visits from professionals in current fields of employment should start earlier than high school. The goal is get our young people to start thinking of their future as early as grade school.

Nome Recreation Center:

Staff met this week with RSA and Bristol Engineering to discuss the proposed heating and ventilation improvements at the Rec Center. Discussions include placing the generator into a self-starting standby mode.

Nome Visitor Center:

Renovations continue on the building. Before you on Monday night is a request to install two Toyo heaters to replace the current forced air system. The goal is to have better heat in the building and to lower energy costs. The purchase of office furniture and displays are next.

Mini Improvements:

After hosting the Kawerak Summit and the Employment Summit, a number of people expressed their approval of the improvements to the facility. Additional cabinets behind the bar still need to be installed. And, a request of additional monitors be installed to see presentations was suggested.

Request to hire FT Building Maintenance Employee:

I am requesting approval from you to hire a temporary employee to full-time status. This will increase the number of FT employees with the Building Maintenance Division by one. It will also allow the city to continue to perform a number of improvements to our buildings and save money by using staff.

Radio System review:

City staff is asking you approve hiring a consultant at your meeting on Monday night to determine what needs to be addressed in our 911 Center and its ability to communicate with those responding to emergency calls. The consultant will help determine what software and hardware issues may need to be addressed because of disruptions to municipal radio transmissions. Once this process is completed, another RFP will be issued to address these findings.