

**Mayor**  
John K. Handeland  
**City Manager**  
Glenn Steckman  
**Deputy City Clerk**  
Jeremy Jacobson



**Nome Planning Commission**  
Kenneth Hughes III, Chair  
John Odden  
Gregory Smith  
Carol Piscoya  
Melissa Ford  
Adam Lust  
Rhonda West

**NOME PLANNING COMMISSION  
REGULAR MEETING AGENDA  
TUESDAY, APRIL 02, 2024 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

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ROLL CALL

APPROVAL OF AGENDA

COMMUNICATIONS

- [A.](#) Kawerak, Inc. Flyer re: Child Abuse Prevention Month, April, 2024,

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- [B.](#) Memo from Clerk Grimmer to Nome Planning Commission re: 2024 Abatement,

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CITIZENS' COMMENTS

STAFF REPORTS

- [A.](#) Planner's Report,

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- B. Building Inspector's Report,

**VERBAL**

- [C.](#) Permit Summaries,

**PAGE 9**

COMMISSIONERS' COMMENTS

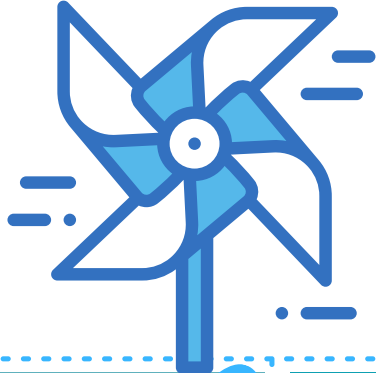
SCHEDULE OF NEXT MEETING

- A. The next regular meeting of the Nome Planning Commission is scheduled for Tuesday, May 7, 2024.

ADJOURNMENT



KAWERAK, INC.



# APRIL 2024

Child Abuse Prevention Month  
Building A Hopeful Future, Together



31 SUN	1 MON	2 TUE	3 WED	4 THU	5 FRI	6 SAT
Happy Easter! Community Easter egg hunt	B&G Egg Hunt START	Library Story Hour Autism Awareness Day	Kid's COLOR Run		Wear Blue!	Free Rec Day
7	8	9 Library Story Hour	10 Talk about healthy relationships	11	12 Free Kinderym Fridays & Saturdays! 10-12	13 Amazing Race
Boys and Girls Club Giant Blue Egg Hunt! April 1-8!						
14 Practice resolving conflict peacefully	15	16 Library Story Hour	17	18 MAKE THEM SMILE! Do something special for your child	19 Free Kinderym Fridays & Saturdays! 10-12	20 Cornhole Tourney
21 MAKE THEM SMILE! Do something special for your parent	22 Earth Day	23 Library Story Hour	24 Denim Day	25 Talk to your kids & identify a "safe space"	26 Child Find Fair	27 Ice Cream Social & First Responders Meet & Greet
28 Have a Q&A session with kids & parents!	29 Learn about child development	30 Library Story Hour	Give extra hugs today!			

**March 31st: Easter Egg Hunt**  
**2pm, ANB Parking Lot, 605 W 4th**

Annual Egg Hunt for youth up to 6th grade. Arrive early or you will miss it! Hosted by Arctic Native Brotherhood.

**April 1-8: B&G Giant Blue Egg Hunt**

Find the hidden GIANT BLUE EGGS around town. Open to all youth only. If found return them to Boys and Girls Club for a cool prize Mon-Fri, 2pm-6pm! 443-6006

**April 2: World Autism Awareness Day (All Day)**

To highlight the need to help improve the quality of life of those with autism so they can lead full and meaningful lives as an integral part of society.

**April 2, 9, 16, 23, 30: Library Story hour (10:30am-11:30am, EVERY Tuesday)**

Join in at the library in the Foster building to read stories and make a colorful craft! Recommended for ages 3-7. Adult supervision required. FREE. Happens Tuesdays throughout the year.

**April 3rd: Kid's Wellness Color Run**  
**3pm, Wellness and Training Center**

This event is for everyone so come meet us at 3pm at the Wellness and Training Center to run, walk or skip your way through a one mile maze of color in this Behavioral Health Sponsored Event.

**April 5th: Wear Blue Day**

National Wear Blue Day is a national day highlighting the need to support efforts to prevent child abuse. Please wear blue in honor of this day and post to Kawerak facebook with #goblueAK & #BeringStrait

**April 5, 6, 12, 13, 19, 20, 26, 27: Free Kindergym 10am-12pm EVERY Fri & Sat**

For young kids the opportunity to play in the gym and socialize with peers, and parents to connect with other parents. Fridays year-round and Saturdays until Memorial Day. Sponsored by the CAMP Dept.

**April 6th: Free Rec Day for Kids**

For all kids, the Child Advocacy Center will pay your entrance fee to be able to go, work out or play ball at the Nome Recreation Center during open hours.

**April 13th: Amazing Race**  
**1pm-4pm, Start @ Nome Elementary**

All Nome youth are invited to solve clues, complete challenges and just have fun in NOME'S AMAZING RACE! Pick up your passport and starting clue at the Nome Elementary School from 1:00 p.m.-3:00 p.m. Challenge booths will be open from 1:00 p.m.-4:00 p.m.

**April 20th: Kids's Cornhole Tournament**  
**1pm, VFW Parking lot**

Item A.

Play in a cornhole tournament in the parking lot of the VFW at 108 East 3rd St. Lots of fun prizes! Light refreshments available.

**Earth Day: All Day**

Take time today to do something for your environment! Pick up trash, plant seeds, recycle something you would throw away.

**Denim Day Recognition: All Day**

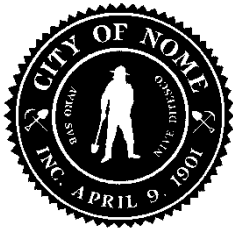
This day is to bring awareness to women's rights to wear anything they want and be free of sexual assault and abuse. So children, men, and women put on your jeans with your favorite blue top and let us honor everyone's right to feel safe.

**April 26th: Child Find**  
**10am.- 5pm, Elementary School Gym**

FREE Screenings (developmental, hearing, speech and vision) , School registration, Door Prizes and FREE books!

**April 27: Ice Cream Social & First Responders Meet and Greet**  
**1pm-4pm, Nome Fire Hall**

Meet EMTS, Firefighters, Police Officers and Troopers WITH ice cream treats at the Nome Fire Hall on Bering Street!



**City of Nome**  
 P.O. Box 281, 102 Division Street  
 Nome, Alaska 99762  
 Phone (907) 443-6663  
 FAX (907) 443-5345 [www.nomealaska.org](http://www.nomealaska.org)

# Memo

**To:** Nome Planning Commission  
**From:** Dan Grimmer, City Clerk  
**Date:** March 29, 2024  
**RE:** 2024 Abatement

City Staff are gearing up for the 2024 abatement process and have identified the below-mentioned properties. Between now and the next regularly scheduled Planning Commission meeting, the Clerk’s Office is seeking input from the Fire Chief, Police Chief, Building Inspector and Public Works. The reports will be compiled and placed in your packet with a resolution recommending the Common Council proceed with the abatement process in accordance with NCO 5.30.

RECORD OWNER	STREET ADDRESS	MAILING ADDRESS	PARCEL #
Randall Spencer	108 East King Place	48329 Miracle Way	001.161.15
		Soldotna, AK 99669	
George Foot	610 Lomen	175 North Somers Rd	001.281.42
		Kalispell, MT	
Hunter Bellamy	203 East Tobuk Alley	PO Box 1517 Nome, AK	001.171.08
Minix Estate	100 Campbell Way	PO 15 Savoonga, AK	001.141.21
Joe Jones	709 East Fourth Ave	PO 1245 Nome, AK	001.121.05
Stacy Hansen	108 Federal Way	General Delivery	001.242.04
NEC	105 East First Ave	PO Box 1090 Nome AK	001.151.34
Mark Sackett	401 East M St.	PO Box 1294 Nome, AK	001.032.30
Floy Gilder	709 Out Of The Way	PO Box 1957 Nome, AK	192.2.428
David Jones	209 West Second Ave	PO Box 1111 Nome, AK	001.241.50A
James West, Jr.	508 Steadman St	PO Box 1074 Nome AK	001.221.01

## PLANNING MEMO

TO: Planning Commissioners  
Glenn Steckman, City Manager  
FROM: Erin Reinders  
RE: Planning Commission Training  
DATE: April 2, 2024

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It has been some time since we had commission training, and Planning Commissioners have recently joined the team. Training provides a great opportunity for us to learn and grow together.

We will be using a training video series to assist you in your role as Planning Commissioner, developed by the American Planning Association ([www.planning.org](http://www.planning.org)). To foster engagement and a collaborative learning space, we will view videos together, over the course of the next several meetings. Collectively, we will go over the video concepts and discuss effective practices for planning officials. I have grouped the video modules into sessions that total between 29 to 41 minutes of video time, not including transition and discussion.

This program provides fundamental on-boarding and training materials for those who serve as planning commissioners, such as yourselves. The program provides information, insights, and sound practices applicable to zoning entitlement for most every community. However, it is important to know that each state has unique and specific requirements for planning and zoning. There is no “one size fits all” training for planning officials, so it's also important to understand our local state codes or state enabling legislation for relevancy. To this end, I encourage you to review the Planning [Commission Handbook](#), produced by DCRA.

Additionally, you will hear references to local code of ordinances and zoning ordinances. I want to be sure the following information is easily accessible, so I have embedded links in this memo. Nome’s [Code of Ordinances](#), including the zoning code, can be found online. [Maps and other zoning information](#) is also found on the City’s website. The [Planning Commission](#) page on the City’s website provides access to Comprehensive Plan, Subdivision Regulations and other key planning documents that will be helpful in your roles. Several of these documents are also referenced in the following video sessions.

Session overview is as follows:

### Session 1 (39 min):

- **Essential Skills Training Topics - Roles & Responsibilities (22 Minutes)** Gain a deeper understanding of your role and responsibility as a planning official. Listen as our presenter describes the activities of the planning commission and expectations of planning officials.
- **Keys To Sound Actions Training Topics - Procedural Requirements (17 Minutes)** Hear from a seasoned lawyer and a planning professional as they present Open Meetings Act, Conflicts of Interest and Ex Parte Communications to provide you with information that can help you in your role.

**Session 2 (30 min):**

- **Essential Skills Training Topics - Managing the Meeting (30 Minutes)** Watch as seasoned veterans share best practices for managing commission public meetings and hearings. Learn tips to establish a welcoming, civil, and ethical process while allowing robust citizen engagement.

**Session 3 (41 min):**

- **Essential Skills Training Topics - Staff Reports (30 Minutes)** Learn how to use staff reports and understand the use of the information in these communications. Understand how they are prepared and what detailed and graphic information they contain.
- **Keys To Sound Actions Training Topics - Findings of Fact (11 Minutes)** Gain a deeper understanding of the importance of making findings of fact during a hearing process, including what they are, how they are used, and the reason you need to make sure your findings of fact align with the standards set forth in your state laws and in the zoning code.

**Session 4 (29 min):**

- **Essential Skills Training Topics - Comprehensive Plans (8 Minutes)** A comprehensive plan sets forth a vision, goals for a city's future, and provides the overall foundation for all land use regulation in the city. State law encourages all cities to prepare and implement a comprehensive municipal plan. Learn more about the development and use of comprehensive plans and why they are a valuable resource to planning officials.
- **Essential Skills Training Topics - Zoning/ Ordinances (10 Minutes)** Zoning ordinance is a formal categorization of land-use policies applicable to land within a municipality. The zoning ordinance establishes permitted land uses and distinguishes between different land use types. Learn what zoning ordinances are and understand their role in implementing the comprehensive plan as well as ensuring there is adequate space & resources throughout your community.
- **Keys To Sound Actions Training Topics -Equity in Planning (4 Minutes)** Learn the importance of using equity as a guiding principle throughout the planning process and as a community representative. Review APA's valuable resources and tools available to support planning officials.
- **Keys To Sound Actions Training Topics - Ethics in Decision-Making (7 Minutes)** Learn how APA's Ethical Principles in Planning can guide you in your service to the community.

**Session 5 (33 min):**

- **Keys To Sound Actions Training Topics - Legal Decision-Making (33 Minutes)** Legal, defensible decision making is central to planning official meetings. Listen as legal experts discuss findings of fact, making the record, and the legal context for planning.

## NOME PLANNING COMMISSION MEMO

TO: Planning Commissioners  
 Glenn Steckman, City Manager

FROM: Erin Reinders

RE: Downtown Zoning

DATE: April 2, 2024

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As we discussed the March meeting, the downtown zoning district creation process can be broken down into four primary phases. These phases are summarized below.

1. Preparation - activities we have been involved with since January where the Planning Commission came to consensus regarding the purpose and direction of this new district. This phase was January - March.
2. Collaboration - memo to Common Council, targeted outreach to potential district and informal public notices, community meeting with Planning Commission. This phase is proposed to take place March - May.
3. Adoption - formal process directed by municipal code including formal notices and public hearings. This phase is proposed to take place May - July and is dictated by various 30-day notice requirements.
4. Post Approval Action - formal process directed by municipal code. This would take place post approval planned for July.

Likely activities and associated dates are as follows. As previously noted, the timeline is subject to change based on actual meeting times and availability, as well as the level of feedback received throughout the process from the community, administration, Common Council and yourselves. What is being provided to you now has been updated from what was been contemplated before based on an assessment of budget meetings, travel availability and meeting cycles.

Day	Date	Activity	Phase	Status
Tuesday	1/9/24	Planning Commission Work Session: Introduction and discussion of components	Preparation	Completed
Tuesday	2/6/24	Planning Commission Meeting: Review consensus items and refine direction	Preparation	Completed
Tuesday	3/5/24	Planning Commission Meeting: Confirm direction and points of consensus, and discuss future phases	Preparation	Completed
Monday	4/8/24	Council Meeting: Memo provided outlining process and approach.	Collaboration	Planned
Friday	4/12/24	Targeted letters of potential district & informal	Collaboration	Planned

		public notices		
Monday	4/29/24	Community Meeting with Planning Commission	Collaboration	Planned
Friday	5/3/24	Set Zoning Amendment Public Hearing and Complete Public Notification Process - 30-day notice requirement for 6/4/24 hearing	Adoption	Planned
Tuesday	5/7/24	Planning Commission Meeting: Review and reflect on feedback from Community Meeting	Collaboration	Planned
Tuesday	6/4/24	Planning Commission Meeting: Planning Commission Public Hearing and Action on the Zoning Amendment and finalize based on Planning Commission Comments	Adoption	Planned
Friday	6/7/24	Notify Parties of Interest, Set Common Council Public Hearing, Complete Public Notification Process - 30-day notice requirement for 7/22/24 hearing	Adoption	Planned
Monday	7/8/24	Council Meeting: First Reading	Adoption	Planned
Monday	7/22/24	Council Meeting: Second Reading and Public Hearing, Common Council Public Hearing and Action on the Zoning Amendment	Adoption	Planned



Activity Date	Active Proj	Template Name
04/04/2021	1	Remodel Permit
04/19/2021	1	Remodel Permit
05/03/2021	1	Remodel Permit
05/03/2021	1	Building Permit
05/03/2021	1	Electrical / Mechanical Permit
05/04/2021	1	Remodel Permit
05/19/2021	1	Remodel Permit
05/23/2021	1	Demolition Permit
06/11/2021	1	Remodel Permit
06/28/2021	2	Remodel Permit
06/29/2021	1	Building Permit
07/01/2021	1	Remodel Permit
07/04/2021	1	Remodel Permit
07/07/2021	1	Remodel Permit
07/11/2021	1	Excavation/Fill Permit
07/12/2021	2	Remodel Permit
07/15/2021	2	Building Permit
07/20/2021	1	Building Permit
08/02/2021	1	Building Permit
08/04/2021	1	Remodel Permit
08/10/2021	1	Remodel Permit
08/11/2021	1	Remodel Permit
08/13/2021	1	Remodel Permit
08/17/2021	1	Remodel Permit
08/19/2021	2	Remodel Permit
08/31/2021	1	Remodel Permit
09/11/2021	1	Remodel Permit
09/12/2021	1	Excavation/Fill Permit
10/19/2021	1	Remodel Permit
10/21/2021	1	Demolition Permit
10/29/2021	1	Excavation/Fill Permit
11/02/2021	1	Remodel Permit
11/03/2021	1	Building Permit
11/28/2021	1	/Development Flood Plain Permit
01/15/2022	1	Remodel Permit
01/25/2022	1	Remodel Permit
03/01/2022	1	Building Permit
03/21/2022	1	Remodel Permit
03/22/2022	1	Remodel Permit
04/11/2022	1	Demolition Permit
04/12/2022	1	Remodel Permit
04/13/2022	1	Remodel Permit
04/19/2022	1	Remodel Permit
05/09/2022	1	Remodel Permit
05/10/2022	3	Building Permit
05/15/2022	2	Building Permit

05/17/2023	1 Demolition Permit
05/18/2023	1 Remodel Permit
05/23/2023	1 Excavation/Fill Permit
05/23/2023	1 Remodel Permit
05/30/2023	1 Excavation/Fill Permit
06/01/2023	1 Remodel Permit
06/02/2023	1 Electrical / Mechanical Permit
06/02/2023	1 Building Permit
06/07/2023	1 Demolition Permit
06/07/2023	1 Remodel Permit
06/08/2023	1 Remodel Permit
06/13/2023	1 Excavation/Fill Permit
06/15/2023	1 /Development Flood Plain Permit
06/17/2023	1 Remodel Permit
06/20/2023	1 Remodel Permit
06/22/2023	1 Excavation/Fill Permit
06/26/2023	2 Excavation/Fill Permit
06/28/2023	1 Excavation/Fill Permit
06/29/2023	1 Building Permit
06/30/2023	1 Remodel Permit
07/03/2023	1 Remodel Permit
07/05/2023	1 Remodel Permit
07/10/2023	2 Remodel Permit
07/10/2023	1 Demolition Permit
07/11/2023	1 Remodel Permit
07/11/2023	1 Building Permit
07/13/2023	1 Remodel Permit
07/14/2023	1 Building Permit
07/15/2023	1 Remodel Permit
07/17/2023	1 Excavation/Fill Permit
07/21/2023	1 Remodel Permit
08/02/2023	1 Remodel Permit
08/04/2023	1 Excavation/Fill Permit
08/04/2023	1 Building Permit
08/08/2023	1 Building Permit
08/08/2023	1 Remodel Permit
08/14/2023	1 Building Permit
08/14/2023	1 Remodel Permit
08/17/2023	1 Remodel Permit
08/17/2023	1 Building Permit
08/21/2023	1 Excavation/Fill Permit
08/23/2023	1 Remodel Permit
08/25/2023	1 Demolition Permit
08/26/2023	1 Remodel Permit
08/31/2023	1 Remodel Permit
09/01/2023	1 Remodel Permit
09/04/2023	1 Remodel Permit

09/05/2023	3 Excavation/Fill Permit
09/06/2023	1 Excavation/Fill Permit
09/15/2023	1 Moving Permit
09/19/2023	1 Building Permit
09/21/2023	2 Remodel Permit
09/26/2023	1 Excavation/Fill Permit
09/27/2023	1 Building Permit
09/28/2023	1 Remodel Permit
10/04/2023	1 Building Permit
10/04/2023	1 Remodel Permit
10/05/2023	1 Remodel Permit
10/15/2023	1 Building Permit
10/16/2023	1 Building Permit
10/17/2023	1 Remodel Permit
10/18/2023	1 Moving Permit
10/23/2023	1 Remodel Permit
11/02/2023	1 Remodel Permit
11/03/2023	1 Remodel Permit
11/06/2023	1 Remodel Permit
11/20/2023	1 Remodel Permit
11/21/2023	1 Remodel Permit
11/21/2023	1 Building Permit
01/03/2024	1 Building Permit
01/04/2024	1 Building Permit
01/04/2024	2 Remodel Permit
01/05/2024	1 Remodel Permit
01/08/2024	1 Building Permit
01/17/2024	1 Building Permit
01/23/2024	1 Building Permit
01/26/2024	1 /Development Flood Plain Permit
01/29/2024	1 Remodel Permit
01/31/2024	1 Remodel Permit
02/08/2024	1 /Development Flood Plain Permit
02/26/2024	1 Building Permit