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CITY OF KOTZEBUE
Planning Department

Zoning and Land Use Regulations Project

STATUS UPDATE
June 13, 2024

I. PROJECT TIMELINE

PROCESSES & STEPS		TIMELINE
Phase 1: Initiation and Visioning	Establish the Zoning Committee / Workgroup	
	X	Formally establish the Zoning Committee or Workgroup dedicated to Kotzebue's zoning and land use regulations project.
	X	Appoint key members, including representatives from local government, community organizations, relevant agencies, and residents.
	Identify Key Stakeholders	
	X	Compile a list of key stakeholders, including government agencies, community organizations, businesses, property owners, and residents.
	X	Reach out to identified stakeholders to inform them of the project and their potential involvement.
		Establish communication channels to facilitate ongoing engagement and collaboration.
	Conduct Initial Community Engagement Sessions	
		Schedule and organize community meetings, workshops, or forums to gather input from residents and stakeholders.
		Clearly communicate the purpose and objectives of the project to participants.
		Facilitate discussions to gather feedback on vision, goals, and priority land use planning issues for Kotzebue.
		Document and categorize feedback received during the engagement sessions.
	Analyze Initial Feedback and Develop Broad Planning Policies, Objectives, and Goals	
		Review and analyze the feedback collected during the community engagement sessions.
	Identify common themes, priorities, and concerns expressed by stakeholders.	
	Work with the Zoning Committee or workgroup to develop broad planning policies, objectives, and goals based on the analyzed feedback.	
	Ensure alignment of the proposed policies, objectives, and goals with the long-term vision for Kotzebue's development.	
		May 2024
		June 2024
		July to August 2024
		September to October 2024

The Planning Department, with direction from the Planning Commission had established the Zoning Workgroup to help work on the Zoning and Land Use Regulations Project in the May Regular Planning Commission Meeting.

The following seats were decided upon during that meeting:

- A. City Council
- B. Planning Commission
- C. Planning Department
- D. Native Village of Kotzebue (NVOK)
- E. Kikiktagruk Inupiat Corporation (KIC)
- F. Public Seat
- G. Public Seat

Around the end of May into early June, the Planning Department has reached out to NVOK and KIC to inform them of this ongoing project and that they have open seats for the workgroup to contribute to the discussions and decisions for this project. As of June 3, 2024, the department has not yet received any response from these two organizations.

The Planning Department will continue to reach out to these organizations and will attempt to schedule a date to present to them in order to explain the vision and goals of this project and how it can help the community and their organizations.

A PSA will be posted on the city website, Facebook page, and around town to canvass for letters of interest for the 2 public seats on the Zoning Workgroup.

II. MISSION STATEMENT

The Planning Commission has given the Planning Department directive to come up with a mission statement in order to easily present the vision and goals that the City of Kotzebue has for this project. The Planning Department has come up with the following:

Mission:

To ensure a sustainable future for Kotzebue by conserving natural resources, protecting subsistence lifestyles, and guiding balanced development through effective zoning regulations.

Vision:

A thriving Kotzebue, where homes are protected, nature is preserved, and development is balanced with environmental stewardship.

Primary Goals:

1. Sustainable Land Use
2. Economic Development

3. Environmental Protection
4. Cultural Preservation
5. Improved Quality of Life

III. COMMUNICATION CHANNELS

As of now, the Planning Department has not yet established a formal communication channel to post, present, and document all information and status updates regarding the Zoning and Land Use Regulations Project.

The Planning Department suggests that the following avenues and platforms be used to provide updates regarding the zoning project:

1. Creating a landing page for the Zoning and Land Use Regulations Project on the City of Kotzebue website.
 - *This may need to wait due to the transition to the new website. The status of the new website is still pending.*
2. Creating PSAs summarizing the major updates on the project on the City's Facebook Page, eventually attaching a link to the landing page for any new updates posted on the website.
3. Scheduling a time to be on KOTZ to provide brief information and updates regarding the project for the public to hear.
4. Having specific channels and avenues for the public to submit comments and feedback, written or otherwise, as well as valuable information such as areas of interest, be it for subsistence or other uses, to help with locating these areas and imposing appropriate regulations and conditions for development and non-development on these areas.

IV. ACTION ITEMS

1. Planning Commission

- a. Discussion and decision on who will represent the Planning Commission for the Zoning Workgroup seat.

2. Planning Department

- a. Follow up on the letters of interest for the seats for NVOK and KIC.
- b. PSA for the 2 Public Seats.
- c. Check on the status of the new website and ask for the possibility of creating a landing page for the Zoning and Land Use Regulations Project under Capital Projects/Planning Department.
- d. Communicate with the City Council to decide on who will be in the Zoning Workgroup seat.