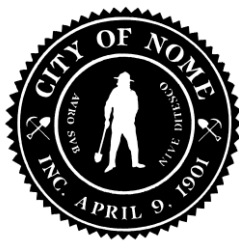


**Mayor**  
John K. Handeland

**City Manager**  
Glen Steckman

**Acting Deputy 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 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

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**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 3<sup>rd</sup> day of August, 2021.

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**KENNETH HUGHES III**  
**Chair**

**ATTEST:**

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**JEREMY JACOBSON**  
**Acting Deputy Clerk**