

**Mayor**  
John K. Handeland

**City Manager**  
Glen Steckman

**Deputy City Clerk**  
Jeremy Jacobson



**Nome Planning Commission**  
Kenneth Hughes III, Chair  
Mathew Michels  
Melissa Ford  
John Odden  
Gregory Smith  
Carol Piscoya  
Colleen Deighton

**NOME PLANNING COMMISSION  
REGULAR MEETING MINUTES  
TUESDAY, MARCH 01, 2022 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**

Members Present: Ken Hughes; Mathew Michels; Melissa Ford; Carol Piscoya

Members Absent: Colleen Deighton; Greg Smith; John Odden

Also Present: Glenn Steckman, City Manager; Clifton McHenry, Building Inspector;  
Jeremy Jacobson, Deputy City Clerk

In the audience: Peter Loewi, Nome Nugget

**APPROVAL OF AGENDA**

A motion was made by C. Michels and seconded by C. Ford to approved the agenda.

At the roll call:

Aye: Hughes; Michels; Ford; Piscoya

Nay:

Abstain:

The motion **CARRIED**.

**APPROVAL OF MINUTES**

A. February 1, 2022 Nome Planning Commission Minutes

A motion was made by C. Michels and seconded by C. Piscoya to approve the February 1, 2022 minutes.

Discussion:

- Commissioner Piscoya inquired into the recording procedure for citizen commentary.
- Deputy Clerk Jacobson stated he would confirm the recording procedure for citizen comments with City Clerk Hammond.

At the roll call:

Aye: Michels; Ford; Piscoya; Hughes

Nay:

Abstain:

The motion **CARRIED**.

### **CITIZEN'S COMMENTS**

- Nome Nugget's Peter Loewi introduced himself as the newest addition to the Newspaper.
- Commissioner Odden joined the meeting via Microsoft Teams.
- Chair Hughes noted that the *Historic Preservation Commission* was missing from the current agenda.

### **CITY OF NOME HAZARD MITIGATION PLAN**

#### A. 2017 City of Nome Hazard Mitigation Plan Update

**(5:43)**

- City Manager Steckman conveyed to the Planning Commission that the FEMA and the State of Alaska bid for a contract will go out in the fall. The awarded contractor will assist the Planning Commission in completing the update to the Nome Hazard Mitigation Plan (HMP).
- City Manager Steckman noted an upcoming work session could be scheduled after discussing other business on the agenda, a part of the City Manager's Report.

### **COMMUNICATIONS**

#### A. FW: Center for Community Progress

**(9:05)**

- City Manager Steckman noted that the communication, Center for Community Progress, was available at Commissioner Smith's request.
- Chairman Hughes commented that the Center for Community Progress communication was for informational purposes only.

### **UNFINISHED BUSINESS**

#### A. Setbacks on Front Street and Bering Street

**(9:56)**

- City Manager Steckman recounted setback discussions from February's NPC work session, noting an upcoming March 28th City Council work session on incentivizing economic development and housing. He stated that Nome's current housing is in a near-crisis and suggested the Planning Commissioners' presence at the work session. There is a need for single-family homes and apartments with single-family spaces. City Manager Steckman discussed the City's efforts in pursuing incentives for the development of homes, noting other State models, property tax incentives, and elimination of construction permit fees. He also noted current construction costs halting previously approved projects.
- Chairman Hughes inquired into the allowance of building code within the ordinances regarding zero lot line property. He questioned if the respective parties, Nome Volunteer Fire Department, Public Works, trash service, had thoughts on building a zero lot line.

- Chairman Hughes inquired how trash service would operate within zero lot line properties. He questioned what might be a provisional boundary at which to start narrowing down potential rewrites in the ordinances.
- Building Inspector McHenry noted that each residential unit would require its own parking space per the ordinances.
- City Manager Steckman identified diagonal parking as a potential space-saver for parking and costs of converting a commercially built building to residential plumbing standards. He suggested the City attorney review the ordinances, providing parameters to work within first.

### **NEW BUSINESS**

No new business.

### **STAFF REPORTS**

#### **A. City Manager's Report**

**(31:21)**

- City Manager Steckman informed the City's Planner position is still vacant; if not filled soon, the Comprehensive Plan may need complete revision by the incoming replacement. He noted reaching out to various individuals regarding the Historic Preservation Plan (HPP), looking toward satisfying the Council's desires to remedy individual concerns.
- Chairman Hughes commented on the HPP, stating the Planning Commission has already addressed the City Council's request and is ready for approval for the next phase.
- City Manager Steckman noted an impending review of the International Property Maintenance Code at Commissioner Smith's request and the ongoing review of properties on the Building Inspector's Worksheet.
- Commissioner Ford raised the question of when the last abatement took place.
- City Manager Steckman estimated the last abatement to be 2020 when they last took down a building.
- Chairman Hughes gave detail about the abatement process, noting that properties listed are typically visually unsafe, unsecure, and for the City's concentration.
- Commissioner Ford inquired into the vacant property list.
- Chairman Hughes noted the ordinance requiring registry of vacant structures, opining self-registration has been modest.
- City Manager Steckman noted correspondence from the City's Engineer, the City's General Use Permit for placing fill in select wetlands is set to expire in just a few months. After discussion with the City Engineer, John Blees, more detail will be provided.

#### **B. Building Inspector's Report**

**(43:16)**

- Building Inspector McHenry welcomed newly appointed Commissioner Ford. He gave an update on his newest training in Anchorage, building code, fire code, and Fire Marshall Training. Potential permitting projects are forthcoming around town. He stated his excitement for MyGov permitting software, opining as a more efficient, and reviewed activity on the building

worksheet. He commented that two houses had been approved for the building worksheet and eventual abatement status.

C. 2022 Construction Permit Summaries

(51:39)

- Commissioner Michels noted the of lacking building ongoing.

**CITIZEN'S COMMENTS**

No citizen comments.

**COMMISSIONER'S COMMENTS**

(54:03)

- Commissioner Piscoya opined her desire for a Hazard Mitigation Plan work session and recommended more citizen commentary before discussing building setbacks. She requested a summary of staff reports labeled "Verbal" on the agenda before meetings.
  - Deputy Clerk Jacobson acknowledged the benefit of a report summary before meetings; however, there would be no report if the reporting staff provided no report before the meeting.
- Chairmen Hughes welcomed newly appointed Commissioner Ford. He welcomed *Arctic Eagle* and *Iron Dog* to Nome, pointing out the lack of activity on Front St. since the start of the Pandemic.
- Commissioner Michels welcomed newly appointed Commissioner Ford, opining too many recent agenda items with impending deadlines. He recommended a digital map or timeline to track events and expressed anticipation toward working on the Nome Hazard Mitigation Plan.
- Commissioner Ford thanked everyone for their hospitality. She expressed despondence with impending FEMA deadlines however is looking forward to building process changes. She thanked the City staff for her introductory packet before her first meeting.

**SCHEDULE OF NEXT MEETING**

- After discussion, April 2nd through the 8th would not suit Commissioner Piscoya or Michels as both would be out of state.
- Chairman Hughes determined an e-mail to Deputy Clerk Jacobson closer to April, with available dates, would suffice with a tentative April work session on the Nome General Use Permit for USACE at 6pm.

**ADJOURNMENT**

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

Hearing no objections, the Nome Planning Commission adjourned at 8:24 PM.

**APPROVED** and **SIGNED** this 1st day of March, 2022.

---

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

**ATTEST:**

---

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