

NOME PLANNING COMMISSION MEMO

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

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