

# PRELIMINARY PLATTING APPLICATION

NOTE: An informal pre-application conference by appointment with FNSB staff prior to the submittal of this application is encouraged.

Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: wk \_\_\_\_\_ hm \_\_\_\_\_ FAX \_\_\_\_\_ e-mail \_\_\_\_\_

Surveyor: \_\_\_\_\_

## PROPERTY INFORMATION

Legal description of property involved in this request (as shown on attached title report)

\_\_\_\_\_ Please include Sec \_\_\_\_\_ T \_\_\_\_\_ R \_\_\_\_\_

Existing Zone: \_\_\_\_\_ Road Service Area: \_\_\_\_\_

Total Acreage: \_\_\_\_\_ No. of Lots Resulting: \_\_\_\_\_ Size of each lot: \_\_\_\_\_

Describe the proposed change: \_\_\_\_\_

Proposed name [non-duplicate] for new subdivision/waiver: \_\_\_\_\_

## FOR VACATION, COMPLETE THIS SECTION ALSO

Legal description of area to be vacated: \_\_\_\_\_

Dedicated public right-of-way---street name \_\_\_\_\_

Section line easement---width of easement \_\_\_\_\_

Park or public area

Trail easement---width \_\_\_\_\_ Designation in FNSB Comprehensive Trail Plan \_\_\_\_\_

The Platting Board deems the area for which vacation is requested to be of value to the public. The applicant must show that the area proposed for vacation is no longer practical for the uses or purposes authorized or that other provisions have been made which are more beneficial to the public.

Justification for requested vacation (attach separate page if necessary): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# ATTACHMENTS REQUIRED (all applications)

1. 15 copies of accurate, to scale, preliminary sketch (one copy 8½" x 11"), showing:
  - A. The original tract of land
  - B. A delineation of the proposal, including the following:
    - (1) all dimensions
    - (2) bearings
    - (3) areas
    - (4) existing survey monuments
    - (5) topography
    - (6) grade information
  - C. Improvements on the land, such as
    - (1) existing utilities
    - (2) existing wells, septic systems, buried tanks, vents, etc.
    - (3) existing structures, driveways,
  - D. Existing and proposed dedicated roads or nature of public access. (Access to each parcel must be via a public right-of-way. See FNSB 17.90.020.) *If access is via a section line easement, attach a completed section line easement research form.*  
  
Describe access: \_\_\_\_\_  
\_\_\_\_\_
  - E. Existing and proposed utility easements
  - F. Ground water level
  - G. Flood Zone designation
  - H. Trail(s) existing or proposed for dedication
2. Comments from affected agencies or satisfactory evidence that they received the plat or sketch ten (10) working days prior to submittal date: **DO NOT HAVE AGENCY LETTERS SENT DIRECTLY TO FNSB PLATTING. Letters must accompany the application.**

<input type="checkbox"/> ACS	<input type="checkbox"/> Fire Service Area Chief
<input type="checkbox"/> ADF&G	<input type="checkbox"/> Fbks Natural Gas
<input type="checkbox"/> ARR	<input type="checkbox"/> GCI
<input type="checkbox"/> Aurora Energy - steam	<input type="checkbox"/> GVEA
<input type="checkbox"/> City of Fairbanks	<input type="checkbox"/> Road Svc Area * See special stds for College RSA
<input type="checkbox"/> City of North Pole	<input type="checkbox"/> US Army Corps of Engineers
<input type="checkbox"/> DNR	<input type="checkbox"/> US EPA Reg 10 – Storm Water
<input type="checkbox"/> DOT	<input type="checkbox"/> Utility Services of AK ~ water / sewer
	<input type="checkbox"/> Valley Water
3. Appropriate fee
4. Current certificate to plat (or title report) for all properties involved in the plat with legible copy of all documents identified within that report
5. Any property owner agreement, such as restrictive covenants
6. 8½" x 11" reduction of preliminary plat (and .pdf file if possible)
7. Owner signatures on attached form
8. Completed Preliminary Submittal Checklist

Note that within 24 months after Platting Board approval, a suitable plat or final document(s) meeting the conditions of Platting Board approval and requirements of FNSB Code must be prepared and submitted to the FNSB Planning Department by a Registered Land Surveyor. Taxes may not be delinquent.

## OWNERSHIP

Signatures of all legal owners are required on this application. If signing for a corporation or partnership, provide proof of authority to sign.

**For vacations, signatures of owners of a majority of the land adjoining the proposed vacation must be submitted.** *This does not apply to public utility easement vacations.*

By this signature, owners authorize processing of this application **and** site inspection of land involved.

Name (print): \_\_\_\_\_ e-mail: \_\_\_\_\_

Phone: wk \_\_\_\_\_ hm \_\_\_\_\_ FAX \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

Property Owned: \_\_\_\_\_

Name (print): \_\_\_\_\_ e-mail: \_\_\_\_\_

Phone: wk \_\_\_\_\_ hm \_\_\_\_\_ FAX \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

Property Owned: \_\_\_\_\_

Name (print): \_\_\_\_\_ e-mail: \_\_\_\_\_

Phone: wk \_\_\_\_\_ hm \_\_\_\_\_ FAX \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

Property Owned: \_\_\_\_\_

Name (print): \_\_\_\_\_ e-mail: \_\_\_\_\_

Phone: wk \_\_\_\_\_ hm \_\_\_\_\_ FAX \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

Property Owned: \_\_\_\_\_

Name (print): \_\_\_\_\_ e-mail: \_\_\_\_\_

Phone: wk \_\_\_\_\_ hm \_\_\_\_\_ FAX \_\_\_\_\_

Signature: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ ZIP: \_\_\_\_\_

Property Owned: \_\_\_\_\_