

# PRELIMINARY QUICK PLAT APPLICATION

- NOTES:** ♦ A pre-application conference by appointment with FNSB staff prior to submittal of this application is encouraged.  
 ♦ Obtain a computer-generated GIS map from FNSB Dept of Community Planning, which will supply current zoning, flood information, lot area, etc..

**TO QUALIFY FOR A QUICK PLAT,** your application must meet the following criteria:

- Results in 4 or fewer lots.
- Meets access requirements of FNSB Title 17.60.070.
- Does not require road construction or improvement.
- Does not alter or vacate public road, trail reservation, easement, or public area. (Utility easement vacations may be done by quick plat.)
- Does not require variance from a Title 17 subdivision regulation.

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

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

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

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

## PROPERTY INFORMATION

Legal description: \_\_\_\_\_

TL # \_\_\_\_\_ Sec \_\_\_\_\_ T \_\_\_\_\_ R \_\_\_\_\_

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

Proposed subdivision name (if applicable): \_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

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

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

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_

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

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

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

Name (print): \_\_\_\_\_ Phone: \_\_\_\_\_

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

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

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

**For FNSB staff use ONLY. DO NOT WRITE BELOW THIS LINE**

**Preliminary Review:** This application has been accepted for preliminary review under the Quick Plat application procedure:    \_\_\_YES            \_\_\_NO            \_\_\_RETURNED to applicant on \_\_\_\_\_.

\_\_\_\_\_  
 Platting Officer date

## ATTACHMENTS REQUIRED (all applications)

1. FNSB GIS map (computer-generated map available from the FNSB Dept of Community Planning)
2. 3 copies of accurate, to scale, preliminary sketch, showing:
  - A. Applicant's name, address, phone #, FAX #, e-mail address
  - B. The original tract of land, showing the proposed lot configuration
  - C. A delineation of the proposal, including the following:

(1) all dimensions	(4) existing survey monuments	(7) soil type
(2) bearings	(5) topography	(8) flood zone
(3) area of each lot	(6) grade information	(9) north arrow
  - D. Improvements on the land, such as

(1) existing utilities	(3) existing structures, driveways
(2) existing wells, septic systems, buried tanks, vents, etc.	
  - E. Existing dedicated roads or nature of public access. (Access to each parcel must be via a public right-of-way constructed to FNSB standards. See FNSB 17.60.070.) *If access is via a section line easement, attach a completed section line easement research form.*

Describe access: \_\_\_\_\_

\_\_\_\_\_

F. Existing and proposed utility easements

G. Trail(s) existing

3. Written comments from affected agencies (see below) **must** accompany this application. Comments may be made directly on a copy of the preliminary plat or by letter attached to an 8½" x 11" copy of the preliminary plat.

<input type="checkbox"/> ACS	<input type="checkbox"/> GCI Cable
<input type="checkbox"/> ARR	<input type="checkbox"/> GVEA
<input type="checkbox"/> Aurora Energy ~ steam	<input type="checkbox"/> Road Service Area Commission
<input type="checkbox"/> City of Fairbanks	<input type="checkbox"/> Soil Conservation Service [USDA NRCS]
<input type="checkbox"/> City of North Pole	<input type="checkbox"/> US Army Corps of Engineers
<input type="checkbox"/> DNR	<input type="checkbox"/> Utility Services of AK ~ water / sewer
<input type="checkbox"/> DOT	<input type="checkbox"/> Valley Water
<input type="checkbox"/> Fairbanks Natural Gas	<input type="checkbox"/> *PE report

\*For all lots smaller than 200,000 sq ft (4.59 acres) created by this application and not served by community sewer, a professional engineer's report regarding suitability of soils for conventional on-site wastewater disposal is required.

4. Appropriate fee
5. Current certificate to plat (or title report) for all properties involved in the plat, with legible copy of all documents identified within that report
6. Any property owner agreement, such as restrictive covenants
7. Owner signatures on application

**Note** that within 24 months after Platting approval, a suitable plat or final document(s) meeting the conditions of Platting 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 at that time.