



Fairbanks North Star Borough
Department of Community Planning
 907 Terminal Street/P.O. Box 71267
 Fairbanks, Alaska 99707-1267
 (907) 459-1260 Fax: (907) 459-1255
 planning@fnsb.us

For Office Use Only
Received By: _____
Date Submitted: _____

SITE ADDRESS REQUEST

REQUEST TYPE: New Situs Address Correction of Situs Address
 Verify Situs Address New Construction

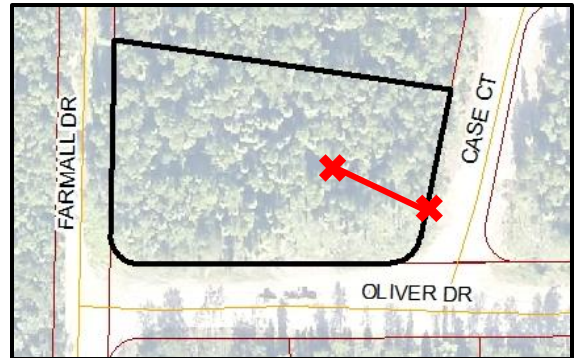
Applicant:	Property Owner:
Contact Name:	Name:
Mailing Address:	Mailing Address:
City, State Zip:	City, State Zip:
Contact Phone #:	Contact Phone #:
E-mail:	E-mail:

Property Information:	
Property Account Numbers (PAN):	Access Street:
Property Description: (Subdivision/TL – Block # – Lot #)	
Existing Site Address (if any):	
Comments (sub-address info, etc.):	

Attach a site plan indicating access from your lot onto a named road (see example at right).

Site plan MUST SHOW (checklist):

- Building location (marked with X)
- Access location (marked with X)
- Driveway (single line)
- Lot lines
- Road centerlines



E-mail or scan to address@fnsb.us

Notes regarding new construction:

- Any new construction in any zone other than GU-1 requires a Zoning Permit Application.
- Any new construction in a Flood Zone other than Flood Zone X requires a Floodplain Permit Application.
- Any new or changed driveway in a Road Service Area requires a Driveway Permit Application.
- Access onto DOT&PF, City of Fairbanks, or City of North Pole roads requires a driveway permit from the applicable entity.

For Internal Use Only	
Planning Review:	Comments: