



# North Slope Borough

Department of Planning and Community Services

## Form 700- Village District Residential Permit Application Easy Instructions on How To Apply for a Permit

### Do I need a Permit?

If you own property in a NSB Village, you will need a NSB permit for your property before you begin construction of a new home, a new garage, a new storage structure or if you are adding on to an existing building/structure or moving a building/structure. You will also need a permit if you are adding gravel fill for a driveway or parking area, or digging to build a foundation or for other purposes. You do not need a permit to repair an existing building/structure. For example, you would not need a permit to replace the roof on your house. You do not need a permit for ice cellars, drying racks, and hunting blinds that are used for subsistence. Before you start your project, please call the NSB to discuss your plans to determine whether you need a permit.



NSB's Form 700 permit application should be used to obtain approval for residential developments and uses in the Village Zoning Districts of Point Hope, Point Lay, Wainwright, Atqasuk, Nuiqsut, Anaktuvuk Pass and Kaktovik. There is a different permit application form for Utqiagvik (Form 800). You can find a copy of the permit application on the web at: <http://www.north-slope.org/departments/planning-community-services/applications-and-forms>. You can also find a more detailed set of instructions for filling out the Form 700 permit application at this website.

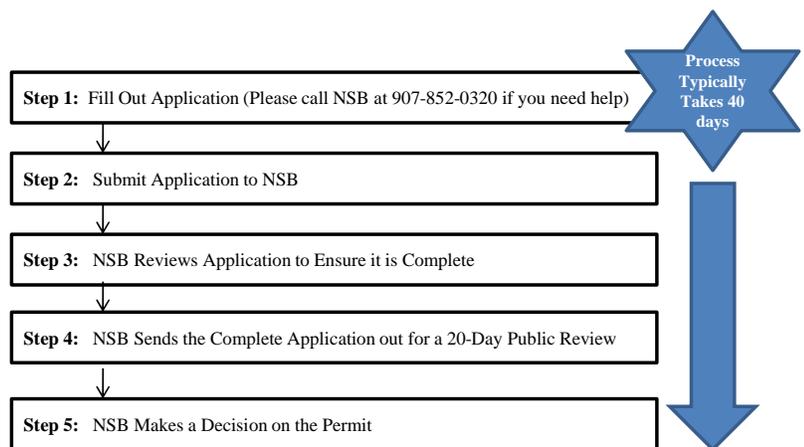


If you need any assistance filling out this application, or would like a hard copy mailed, please contact the NSB Department of Planning and Community Services at 907-852-0320. NSB permitting staff will assist you through the permit application process.

### How do I apply for a permit?

It is easy to apply for a permit. Please fill out the application and mail it to the NSB address on the application form. Please call us if you need any help filling out the form. The NSB will handle the permit processing from there.

NSB staff will make sure your application is complete, and in most cases, your permit will undergo a 20-day public review to notify your neighbors and other people of your plans and provide an opportunity for them to comment. NSB will listen to all input and make a final decision on the permit. In most cases, a permit is issued in 40 days.



### Is the permit expensive?

No. The permit application cost is \$10 to \$20 depending on the type of work you are planning.