



North Slope Borough

Department of Planning and Community Services

Form 900 – Subdivision Application

INSTRUCTIONS

Prior to completing this application, please contact the Platting Administrator at (907) 852-0333 to arrange a pre-application meeting. Please see the instructions on page 6 for completing this application. Applications that are not fully completed will not be accepted.

NOTICE TO APPLICANT

Pursuant to 25 C.F.R. 1.4, North Slope Borough (NSB) Municipal Code (NSBMC) Title 18 (Subdivisions) does not apply to restricted townsites and allotments in the absence of the Bureau of Indian Affairs (BIA) agreement. Subdivisions and subsequent sales conducted without BIA approval may be held null and void. It is the applicant's responsibility (not NSB's) to determine whether a lot is in restricted status to obtain BIA's permission/concurrence to subdivide.

Part A. Contact Information.

1. Applicant.

Name of Applicant:	_____	Email Address:	_____
Mailing Address:	_____	Work Phone:	_____
	_____	Home Phone:	_____
	_____	Cell Phone:	_____

2. Owner(s) of Record.

Name of First Owner:	_____	Email Address:	_____
Mailing Address:	_____	Work Phone:	_____
	_____	Home Phone:	_____
	_____	Cell Phone:	_____

Name of Second Owner:	_____	Email Address:	_____
Mailing Address:	_____	Work Phone:	_____
	_____	Home Phone:	_____
	_____	Cell Phone:	_____

3. Land Surveyor.

Name of Surveyor:	_____	License #:	_____
Company:	_____	Email Address:	_____
Mailing Address:	_____	Work Phone:	_____
	_____	Home Phone:	_____
	_____	Cell Phone:	_____

Part B. Application Type.

1. Please explain the purpose of the subdivision (i.e., conveyance of land to family members, commercial development, etc.).

2. Please describe any major residential, commercial, industrial, or public developments proposed for the area.

3. Please check all boxes that describe your application (more than one box may be checked).

- | | |
|--|---|
| <input type="checkbox"/> Major Subdivision | <input type="checkbox"/> Minor Subdivision |
| <input type="checkbox"/> Vacation | <input type="checkbox"/> Resubdivision |
| <input type="checkbox"/> Variance | <input type="checkbox"/> Request for Waiver |

4. If you are applying for a variance or a waiver, please explain why a variance or waiver is justified.

Part C. Description of Area for which Subdivision Is Proposed.

1. Lot and Block or Tract Number(s) _____

2. Section(s), Township(s), and Range(s) _____

3. U.S. Survey No. _____

4. Name of Existing Subdivision (if any) _____

5. Is the area within a village? Yes No Name of Village or Nearest Village _____

6. Total Acreage or Square Footage of Area to Be Subdivided _____

7. Please provide a legal description of the area to be subdivided.

8. Are there any structures on/in the area to be subdivided?

- Yes No

If yes, please provide the following information for each structure:

Type of Structure	Location	Dimensions	Distance from Nearest Property Line
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

9. Are there any easements (including streets or other rights-of-way) on/in the area to be subdivided?

- Yes No

If yes, please provide the following information for each easement:

Type of Easement	Location	Length/distance and width

10. Are there any native allotments, townsites, or restricted properties in the area to be subdivided?
 Yes No

If yes, please provide the following information for each property:

Type of Property	Location	Owner

11. Are there any known traditional or subsistence sites (including burial areas and ice cellars) in the area to be subdivided?
 Yes No

If yes, please provide the following information for each site:

Type of Site	Location

Part D. Description of Proposed Subdivision.

1. Number of New Lots
2. For each new lot or tract, please provide the proposed lot number/name and square footage or acreage.

Proposed Lot Name or Number	Lot Size	Proposed Lot Name or Number	Lot Size

FOR OFFICE USE ONLY

Date Received:

Total Application Fee Paid:

Application is: Complete and Accepted Incomplete and Not Accepted

If incomplete, explain why, indicating what modifications would allow the application to be accepted:

Borough Platting Administrator

Date

If you wish to appeal this decision, you must submit written notice to the Commission Clerk of the Planning Commission (P.O. Box 69, Barrow, Alaska, 99723) within 30 days of the issuance of this decision, stating the reason you believe the decision is incorrect. See NSMBC §19.30.130.