



**Fairbanks North Star Borough**  
**Department of Community Planning**  
 907 Terminal Street/P.O. Box 71267  
 Fairbanks, Alaska 99707-1267  
 (907) 459-1260 Fax: (907) 205-5169  
 platting@fnsb.us

|                     |       |
|---------------------|-------|
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| Date Submitted:     | _____ |

## PLAT VACATION APPLICATION

File # \_\_\_\_\_

- FEES:  \$500 Public ROW Vacation Plat (\$250 if part of preliminary plat/replat) \*\*\*\*\*FEES ARE NON-REFUNDABLE\*\*\*\*\*
- \$75 Public Utility Easement (PUE) Vacation (for each vacation)

| Applicant:       | Surveyor:        |
|------------------|------------------|
| Name:            | Business Name:   |
|                  | Contact Person:  |
| Mailing Address: | Mailing Address: |
| City, State Zip: | City, State Zip: |
| Phone:           | Phone:           |
| E-mail:          | E-mail:          |

### ROW Vacation Information:

Mark applicable vacation requested:

- Dedicated public right-of-way \_\_\_\_\_ (street name)
- Section line easement \_\_\_\_\_ (width)
- Park or public area
- Alley
- Drainage
- Trail easement: Width \_\_\_\_\_ Designation in FNSB Comprehensive Trail Plan \_\_\_\_\_

### Legal Description of Area to be Vacated:

The Fairbanks North Star Borough is subject to the Alaska Public Records Act, AS 40.25 et seq. and this document may be subject to public disclosure under state law.

**SUBMITTAL REQUIREMENTS:**

- A narrative explaining:
  - How the area to be vacated is no longer practical for the uses intended; **and/or**
  - Other provisions that have been made which are more beneficial to the public (FNSBC 17.32.030.E.1)
  
- A petition (see page 3) signed by:
  - The owners of the majority of the land fronting the area to be vacated; **or**
  - A member of the assembly, the borough mayor, or their designee; **or**
  - An official representative of the state; **or**
  - An official representative of an affected utility (FNSBC 17.32.020.A)
  
- 12 copies of a preliminary sketch drawn to a scale large enough to be legible, showing:
  - The original tract of land
  - A delineation of the proposal, including the following:
    - All lot dimensions and areas
    - Lakes, streams, natural drainage, wetlands, etc.
    - Topography, including spot elevations/contour intervals as necessary
    - Soil types
    - Flood zone
    - North arrow
  - Improvements on the land, such as:
    - Existing utilities
    - Existing wells, septic systems, buried tanks, vents, etc.
    - Existing roads, structures, driveways, etc.
    - Drainage, including ditches and culverts
  - Vicinity map
  - Adjoining properties
  - Existing and proposed streets, rights-of-way, trails, public areas, and easements (to include section line easement research for section lines within and adjacent to the property to be subdivided, if applicable)
  - Title Block, to include subdivision name, owner’s name(s), surveyor, date & legal description of property
  - Additional preliminary plat requirements may be found in FNSBC 17.48.010
  
- Written recommendations from affected agencies and municipality or evidence they received the preliminary plat 10 working days prior to application submittal (FNSBC 17.32.020.B).

- \_\_\_ Alaska Communication (ACS )
- \_\_\_ Alaska Railroad (ARR)
- \_\_\_ Alyeska (Pipeline)
- \_\_\_ Aurora Energy – steam
- \_\_\_ City of Fairbanks
- \_\_\_ City of North Pole
- \_\_\_ Fairbanks Natural Gas (FNG)
- \_\_\_ Fire Service Area Chief
- \_\_\_ GCI—cable/internet
- \_\_\_ GVEA--electricity
- \_\_\_ Interior Gas Utility (IGU)
- \_\_\_ Road Service Area

- \_\_\_ Utility Services of Alaska (USA, CUC, GHU)--water/sewer
- \_\_\_ Alaska Department of Fish & Game
- \_\_\_ Alaska Department of Natural Resources (DNR), including:
  - Mental Health Trust Land
  - Division of Agriculture
  - Division of Forestry
  - Division of Mining, Land & Water
- \_\_\_ Alaska Department of Transportation
- \_\_\_ US Army Corps of Engineers--wetlands
- \_\_\_ US EPA Region 10 – Storm Water
- \_\_\_ Valley Water

- Title report showing the legal and equitable owners of the land to be altered. Include copies of all documents referenced in the report (FNSBC 17.32.020.D).



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**PUBLIC RIGHT-OF-WAY VACATION**

**SIGNATURE PAGE**

File # \_\_\_\_\_

**Signatures of owners of a majority of the parcels adjoining the proposed vacation must be submitted (does not apply to public utility easement vacations). Use additional pages if necessary.**

|                  |         |
|------------------|---------|
| Printed name:    | E-mail: |
| Signature:       | Phone:  |
| Mailing address: |         |
| Property owned:  |         |
| Printed name:    | E-mail: |
| Signature:       | Phone:  |
| Mailing address: |         |
| Property owned:  |         |
| Printed name:    | E-mail: |
| Signature:       | Phone:  |
| Mailing address: |         |
| Property owned:  |         |
| Printed name:    | E-mail: |
| Signature:       | Phone:  |
| Mailing address: |         |
| Property owned:  |         |
| Printed name:    | E-mail: |
| Signature:       | Phone:  |
| Mailing address: |         |
| Property owned:  |         |
| Printed name:    | E-mail: |
| Signature:       | Phone:  |
| Mailing address: |         |
| Property owned:  |         |