

**CITY AND BOROUGH OF SITKA  
PLANNING DEPARTMENT  
SUBDIVISION PLAT APPLICATION**

	Boundary Line Adjustment	\$25.00
<input checked="" type="checkbox"/>	Major Subdivision	\$50.00
	Minor Subdivision	\$50.00
	Planned Unit Development Subdivision	\$50.00
	Subdivision Replat	\$50.00
<b>* Plus current sales tax *</b>		

Applicant's Name: W. E. Williams Phone: 7-1824  
City & Borough of Sitka

Address: 100 UNCLON ST

Owner's Name: CBS Phone: \_\_\_\_\_

(If different from applicant)

Address: SAME

Legal Description: Lot \_\_\_\_\_ Block \_\_\_\_\_ U.S. Survey No. (SEE TITLE BLOCK ON PLAT FOR FULL LEGAL)  
Existing Subdivision \_\_\_\_\_  
Project Address JACOBS CIRCLE + TRAILS A 12 + A 14 WITH TOWN HEIGHTS

Number of Lots Created \_\_\_\_\_ Smallest 11,000 sq. ft. Largest 325,661 sq. ft.

REMARKS ARE

(INCLUDES)

10 LOTS AND 3 LOTS

**\*\*\*IMPORTANT - PLEASE READ AND REVIEW\*\*\***

- ☒ Check if there are any **easements** on the property and show them on all concept and preliminary plats.
- ☐ Check if there are any **drainage or storm water facilities** on the property and show them on all concept and preliminary plats.
- ☐ Check if there are any **encroachments on current or proposed easements** and show them on all concept and preliminary plats.
- ☒ Check if there are any **public or private utilities on the property** and show them on all concept and preliminary plats.

**ITEMS TO REMEMBER:**

1. Application and two copies of the plat are to be submitted at least 13 days prior to the next Planning Commission meeting.
2. Taxes must be current before an application is processed. All L.I.D.'s (if any) must be paid in full prior to the recording of any final plat.
3. Minor subdivisions and boundary line adjustments require submittal of owner's Deed of Trust.
4. Review your subdivision with both the Electrical and Engineering Departments to avoid unnecessary delays.
5. A filing fee of \$50.00 plus current sales tax is required for replats, planned unit developments, and minor and major subdivisions. A fee of \$25.00 plus current sales tax is required for boundary line adjustments. Plus reimbursement for any fees associated with the recording of the plat and documents associated with.
6. Plats shall contain the information above and all other information required in the Sitka General Code, Title 21 Subdivisions.
7. Lot areas are net of access easements.
8. Existing and proposed utility lines must be protected by easements. The applicant is required to have a surveyor locate existing lines and show the proposed easements.

Applicants are encouraged to obtain a Plat Certificate from a title company prior to having the subdivision plat prepared. The certificate verifies ownership, easements, and other recorded documents that affect the property. Obtaining a plat certificate and providing it to the surveyor and the municipality may prevent future title problems.

*In applying for and signing this application, the pration, the property owner hereby grants permission to Municipal staff to access the property before aerty before and after the Planning Commission's review for the purposes of inspecting the prcting the proposed and/or approved parcels.*

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Owner's Signature: [Signature] Date: 8/4/11

(If different from applicant)