

CITY OF VALDEZ, ALASKA

ORDINANCE NO. 26-04

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF VALDEZ,
ALASKA REPEALING AND REENACTING TITLE 16 OF THE VALDEZ
MUNICIPAL CODE TITLED SUBDIVISIONS

WHEREAS, Title 16 of the Valdez Municipal Code is intended to regulate platting actions in accordance with the city comprehensive plan with consideration of conditions and the environment in Valdez; and

WHEREAS, Title 16 of the Valdez Municipal Code was last updated in 1996, and is not in conformity with the 2021 Comprehensive Plan, Plan Valdez; and

WHEREAS, Goal 2.1, Action item D, of the 2021 Comprehensive Plan, Plan Valdez is to “conduct a comprehensive rewrite of Title 16 – Subdivisions to implement Plan Valdez”; and

WHEREAS, this revision aims to develop consistency with Plan Valdez, incorporate easy to understand language, increase ease of code administration and refine procedures, address unique characteristics of Valdez, and balance individual property rights with the community vision and goals; and

WHEREAS, City of Valdez staff has presented a revised draft of Valdez Municipal Code Title 16 following a multi-year process, beginning in January of 2025; and

WHEREAS, a joint work session was held on May 7, 2025, between the City Council and the Planning and Zoning Commission; and

WHEREAS, a draft of the proposed code was provided to surveyors with prior work experience in Valdez, and comments were received from two surveying firms; and

WHEREAS, a public draft of the proposed code was made available to the public on the city website and at City Hall and a public comment period was held from February 13, 2026, through February 27, 2026; and

WHEREAS, a public hearing was held on April 22, 2026, during the regular meeting of the Planning and Zoning Commission; and

WHEREAS, the Planning and Zoning Commission, during their regular meeting on April 22, 2026, voted to recommend adoption of the revised Title 16 with recommendations of changes to the public draft;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF VALDEZ, ALASKA, that Title 16 of the Valdez Municipal Code is hereby retitled “Platting” and reenacted to read as follows:

Section 1: Chapter 16.04 is reenacted as follows:

**Chapter 16.04
GENERAL PROVISIONS**

Sections:

- 16.04.010 Purpose—General standards for plat approval.**
- 16.04.020 Review matrix.**
- 16.04.030 Definitions.**
- 16.04.040 Applicability.**
- 16.04.050 Sale of land prior to compliance with this title prohibited.**
- 16.04.060 Compliance with title required prior to issuance of permits.**
- 16.04.070 Appeals.**
- 16.04.080 Fees.**
- 16.04.090 Notification requirements.**

16.04.010 Purpose—General standards for plat approval.

The purpose of this title is to regulate platting actions in accordance with the city comprehensive plan and with consideration of conditions and the environment in Valdez. These subdivision regulations are designed to provide for orderly development; to lessen street congestion; to promote public safety; to protect the public health and general welfare; to provide high quality of life; to prevent overcrowding; and to stimulate systematic development of transportation and public utilities.

- A. The platting authority may approve a preliminary or final plat only if it finds that the plat:
1. Conforms to the provisions of this title and other applicable city ordinances, to and including Valdez Municipal Code, Title 17 - Zoning;
 2. Promotes the public health, safety and welfare;
 3. Provides for the proper arrangement of streets in relation to existing or proposed recorded and, or surveyed streets, plats and rights-of way;
 4. Provides clear definition for the efficient movement of vehicular and pedestrian traffic;
 5. Assures adequate and properly placed utilities such as water, sanitary sewerage, storm drainage, and other public utilities;
 6. Provides and displays access for safety and public service equipment, to and including emergency vehicles;
 7. Provides and displays the need for adequate and properly placed snow storage;
 8. Facilitates the orderly and efficient layout and use of land;

9. Furthers the goals and policies of the comprehensive plan and other adopted city policies and plans.

B. The platting authority may impose conditions upon the approval of a plat when it finds conditions are necessary to conform to the standards of this title.

16.04.020 Review matrix.

A. General. Review procedures established in this chapter are applicable to any platting action within the city of Valdez.

B. Review Matrix. The review matrix is provided as Table 16.04.020-1. The review matrix identifies each platting action along with the corresponding review authority, decision-making authority and appellant authority.

Table 16.04.020-1 Review Matrix

Permit/Application Type	Reviewing Authority (Recommendation)	Decision-Making Authority	Appellate Authority
Preliminary Plat - Minor	Community Development Staff	Community Development Director	Planning & Zoning Commission
Preliminary Plat – Major	Community Development Staff	Planning & Zoning Commission	City Council
Final Plat – Minor	Community Development Staff	Community Development Director	Planning & Zoning Commission
Final Plat – Major	Community Development Staff	Final plats that conform to an approved preliminary plat may be approved administratively by the Community Development Director pursuant to Section 16.12.030.	Planning & Zoning Commission
Variances	Community Development Department	Planning & Zoning Commission	City Council

Public Way Vacations – 1. Drainage easements 2. Maintenance easements 3. Public utility easements 4. Private easements 5. Relocation of any of the above-described interests	Community Development Staff	Community Development Director	Planning & Zoning Commission
All other public way vacations	Community Development Department and Planning & Zoning Commission	City Council	Superior Court or Court of Competency

16.04.030 Definitions.

For the purposes of this title, any word or term not interpreted or defined by this section shall be used with a meaning of common or standard utilization.

The following words and phrases shall have the meanings respectively ascribed to them by this section unless such construction of the word or term would be inconsistent with the manifest intent of the city council or the context clearly requires otherwise:

“Abut” means to physically touch or border upon; or to share a common property line.

“Adjacent” means two or more lots that share a common lot line (abutting) or where they are separated only by an alley or minor street.

“Applicant” means the owner or agent of the owner of land which is being platted pursuant to this title.

“Buildable area” means the area on a lot that is eligible to place a building or structure that complies with setbacks, easements and other regulations that restrict construction.

“Certificate to Plat” means a certificate prepared by a title company authorized by the laws of the state to write the title, showing the names of all persons having any record title interest in the land to be platted, together with the nature of their respective interests therein.

“City” means the City of Valdez.

“City engineer” means the duly designated city engineer for the city of Valdez or best qualified individual, as determined by the city manager.

“Easement” means a grant by a property owner for the use of a strip or area of land by the general public, a public utility, a corporation or a person for specified purposes.

“Fair Market Value” means the estimated price which the property would bring in an open market and under the then prevailing market conditions in a sale between a willing seller and a willing buyer both conversant with the property and with prevailing general price levels.

“Hazardous areas” means areas which present a threat to life or property from geophysical or geological hazards, including flooding, tsunami or storm surge run-ups, landslides, snowslides, faults, ice hazards, erosion and littoral beach processes.

“Lot” means a parcel or tract of land with a distinct legal description shown as an individual unit on the most recent plat of record.

“Lot—Corner lot” means a lot situated at the junction of, and bordering on, two intersecting rights-of-way.

“Lot—Depth” means the mean horizontal distance between the front and rear lot lines, measured in the general direction of its side lot line.

“Lot—Double frontage or reversed frontage” means a lot with frontage on two or more non-intersecting streets.

“Lot—Flag” means an irregularly shaped lot in which the buildable area typically has no street frontage, but has an arm that provides street access, called the “flagpole.” The width of the flagpole does not meet the minimum lot width standards in the zoning district in which it is located.

“Lot—Front lot line” means the lot line adjacent to a public street. In the case of a corner lot, the front line shall be the shorter of the street lot lines. In the case of a triangular lot located on a curved street, the front lot line shall be the chord line of the curve measured from the points where property intersects the right-of-way.

“Lot—Lot width” means the mean horizontal distance separating side lot lines of an individual lot.

“Lot—Rear lot line” means the lot line opposite and most distant from the front lot line, and in the case of a triangular, irregular or other odd-shaped lot, the line not less than 10 feet in length, within the lot, and at the maximum distance from the front lot line.

“Plat” means the map prepared, as required by this title, for the purpose of recording subdivisions or other divisions of land as provided in this title.

“Platting authority” means the community development director or planning and zoning commission, as defined in this title.

“Private streets” means those streets which are not dedicated or accepted by the city as a public street and may not be available for public use, wherein ownership, maintenance and liability for the street remain with the individual lot owners, and which shall be shown on the final plat by easement or tract.

“Public street” means a permanently designed major, collector, or minor way, open to public use, which affords the primary means of access to abutting property, such as an avenue, place, drive, boulevard, highway and any other similar public thoroughfare.

- A. “Major streets” means a roadway which serves as the primary artery of through traffic movement.
- B. “Collector streets” means a street designed and intended to carry traffic from residential street systems to arterial street systems or state highways.
- C. “Minor streets” are those which are used primarily for access to the abutting properties.

“Right-of-way” means a strip of land acquired by reservation, dedication, prescription or condemnation and intended to be occupied by a road, pedestrian way, railroad, electric transmission lines, oil or gas pipeline, water line, sanitary storm sewer and other similar uses.

“Sketch plat” means a sketch preparatory to the preliminary plat that enables the applicant to save time and expense in reaching general agreement with the platting authority as to the form of the plat and the objectives of these regulations.

“Snow storage” means land dedicated to the city for the storage of snow.

“Street” see definition for public and private streets.

“Subdivision” means the division of a lot, tract, or parcel of land into two or more lots, tracts, parcels or other divisions of land for sale, development or lease.

- A. “Major plat” is the creation of more than two lots.
- B. “Minor plat” is the creation of no more than two lots, or the elimination or modification of a single lot line, provided the plat does not include:
 - 1. Dedication of right-of-way;
 - 2. Vacation of public right-of-way or easement;
 - 3. Public improvements;
 - 4. A request for variance from this title.

“Surveyor” means a land surveyor registered and licensed in the state of Alaska.

“Vacation” means the act of making legally void any right-of-way, easement, public area, or other public interest in land.

“Variance” grants an exception to a standard of this title, but only when the criteria for variance approval within this title are met.

16.04.040 Applicability.

- A. This title applies to all plats which result in the partitioning, dividing, combining or altering of any lot, parcel or tract of land, including acquisitions created by an exercise of the power of eminent domain by an agency of the state or the city, except as provided in subsection B of this section.
- B. No provision of this chapter applies to any lot or lots legally created and filed on record before the effective date of the provision, unless the lot or lots are further platted. Plats given preliminary or final approval by the platting authority under regulations existing prior to this title shall comply only with the regulations existing at the time of that approval.

16.04.050 Sale of land prior to compliance with this title prohibited.

No owner or agent of the owner of land shall transfer, sell, offer to sell, or enter into a contract to sell land before a plat has been prepared, approved and recorded in compliance with this title. Each sale of a lot or parcel in violation of this section shall be a separate offense. The city may enjoin a transfer or sale or agreement to sell and may recover the penalty by appropriate legal action.

16.04.060 Compliance with title required prior to issuance of permits.

No building or occupancy permit shall be issued for a new building on a lot which did not exist as a described and recorded parcel on February 8, 1965, or that was not created by recorded subdivision pursuant to state statute, or by a recorded plat pursuant to provisions of this title.

16.04.070 Appeals.

- A. Where the community development director is the platting authority, any person may file an appeal to the planning and zoning commission within 30 days of that decision.
- B. Where the planning and zoning commission is the platting authority, any person may file an appeal to the city council within 30 days of the vote and decision. An appeal to the city council shall comply with Section 17.12.140.

Section 2: Chapter 16.08 is reenacted as follows:

**Chapter 16.08
PRELIMINARY PLATS**

Sections:

- 16.08.010 Pre-application meeting.**
- 16.08.020 Preliminary plat required.**
- 16.08.030 Form and contents.**
- 16.08.040 Acceptance for review.**
- 16.08.050 Review agencies.**
- 16.08.060 Preliminary plat approval.**
- 16.08.070 Review by city engineer.**
- 16.08.080 Right-of-way acquisition plats.**
- 16.08.010 Pre-application meeting.**

16.08.010 Pre-application meeting.

- A. The applicant shall, before submitting the preliminary plat for review, meet with the community development director for pre-application meeting to ensure that the plat is acceptable for processing.
- B. The applicant may provide the following information at the time of the preliminary consultation:
 - 1. General. Information including data on existing covenants, land characteristics and available community facilities and utilities, and information describing the subdivision proposal such as number of residential lots, typical lot width and depth, business areas, playgrounds, parks and other public areas, tree planting, proposed protective covenants and proposed utilities and street improvements.
 - 2. Location Map. A location map showing the relationship of the proposed subdivision area and its location to existing community facilities which serve or would be influenced by it, and nearby subdivided areas.
 - 3. Proposed Layout. A map showing a simple sketch of the proposed layout of streets, snow storage, lots and other features in relation to existing conditions. The map may be a freehand pencil sketch made directly on a print of the topographic survey.

16.08.020 Preliminary plat required.

Before submitting a final plat for approval and recording, the applicant shall submit a preliminary plat, accompanied by a Certificate to Plat that identifies all interest in the property and a written narrative describing the project, for approval. The form and data required for preliminary plat submittal is designated under this chapter.

16.08.030 Form and contents.

The preliminary plat shall be clearly and legibly drawn. The applicant shall submit one digital copy. The plat shall be formatted to print at 24 inches by 36 inches.

The applicant shall provide a narrative including a description of the surrounding land uses and environmental features and describe how the proposed plat aligns with the goals and policies of the comprehensive plan. The narrative may include a written description of existing covenants, land characteristics and available community facilities and utilities, and information describing the subdivision proposal such as number of lots, typical lot width and depth, business areas, playgrounds, parks and other public areas, landscaping, proposed protective covenants and proposed utilities and street improvements.

The applicant shall consult with the community development director to determine the map scale to be used. All attempts shall be made to draw the map of a subdivision containing six acres or less at a scale of 1-inch equals 50 feet. All other subdivisions shall be drawn at a scale of 1-inch equals 100 feet, unless otherwise approved by the community development director. The preliminary plat shall contain the following information:

- A. The date, scale and north arrow;
- B. The proposed subdivision name: which shall not be the same as the name of any plat previously recorded in the city;
- C. The name and address of the owner(s), the surveyor preparing the plat and the name, address and telephone number of a primary contact person;
- D. The location of the subdivision by township and range, section and meridian;
- E. A small-scale vicinity map at a scale of not less than one-inch to the mile;
- F. Unless waived and made a condition of preliminary approval, the exact length and bearing of the exterior boundaries of the plat;
- G. The location and names of adjacent subdivisions and the owners of adjoining parcels of unsubdivided land;
- H. Zoning on and adjacent to the plat;
- I. Location, widths and names of all existing and platted streets, or other public ways and easements, and utility rights-of-way, parks, cemeteries, watercourses, drainage ditches, permanent buildings, bridges and other pertinent data as determined by the community development director;

- J. If the plat borders a waterbody, the distances and bearing on a meander line established at the mean high-water mark of tidally influenced bodies of water and at the ordinary high-water mark of navigable streams, river, creeks, and lakes;
- K. Areas designated as wetlands by the United States Corps of Engineers or in adopted city plans or studies;
- L. The layout, width and approximate grades of all new streets and rights-of-way, such as highways, easements for sewers, water mains and other public utilities;
- M. The direction and distance to the nearest water and sewer mains;
- N. The approximate dimensions and areas of lots;
- O. If not served by public utilities, the buildable area for each lot;
- P. Where a proposed subdivision will not be served by the City of Valdez sewer system, the preliminary plat shall identify the proposed method of wastewater disposal and demonstrate that each lot contains sufficient area to accommodate an onsite wastewater disposal system and a replacement system in accordance with the requirements of the State of Alaska, Department of Environmental Conservation.
- Q. The approximate radii of all curves and length of the tangent between curves;
- R. The area of property proposed to be dedicated for public use or to be reserved by deed covenant for use of all property owners in the subdivision with the conditions, if any, of the dedication or reservation;
- S. Generally, utilities shall be placed in dedicated rights-of-way. The platting authority shall require the dedication of utility easements when a utility company demonstrates a specific need for them. Utility easements shall be sized as follows, but the platting authority may approve different standards when justified by site conditions or specific utility needs:
 - 1. Utility easements along rear lot lines shall be at least 10 feet wide, or a total of 20 feet wide along adjoining rear lots;
 - 2. Utility easements adjacent to lot lines shall be five feet wide, or a total of 10 feet wide along adjoining side lots;
 - 3. Where a front-yard easement is needed to accommodate a transmission utility, the easement shall be 10 feet wide;
- T. If the subdivision is proposed to be completed in several phases, the sequence of development must be indicated
- U. The community development director may require the following information to be included on the preliminary plat: areas known to be susceptible to geophysical

hazards including but not limited to landslide, mud and earth flow, soil creep, soil liquification, avalanche chutes, run-outs, or wind blast;

- V. The plat shall delineate the boundaries of the Special Flood Hazard Area (SFHA) as identified on the current FEMA Flood Insurance Rate Map (FIRM), including floodways, floodplains, and base flood elevations and shall identify areas subject to flooding hazards not mapped on the FIRM but documented in local studies or otherwise known to the city;
- W. The plat shall identify any portions of the plat that lies within mapped tsunami inundation areas, as identified by the Alaska Division of Geological and Geophysical Surveys (DGGS), adopted city plans, or other authoritative sources;
- X. The plat shall identify any portions of the plat that lies within an area protected by a levee or flood control structure;
- Y. When the proposed plat is located on land that has a difference in elevation of greater than six percent, the following information shall be provided on the preliminary plat:
 - 1. Contours at five-foot vertical intervals.
 - 2. All elevations shown shall include the vertical datum used.
 - 3. Where slope exceeds 12 percent, contour lines may be shown at a suitable interval not to exceed 20 feet.
 - 4. The area for which contour data is to be shown shall extend beyond the boundaries of the actual property being platted a distance which will adequately relate the plat to its surroundings.

16.08.040 Acceptance for review.

The community development director shall accept or reject the preliminary plat application for review within 10 business days of submittal by the applicant. Any rejection must be in writing and state the reasons for rejection under this title. Following acceptance by the community development director for review by the platting authority, the plat shall be forwarded for agency review. The community development director will retain one copy in the official file and make copies available to the public, upon request.

16.08.050 Review agencies.

The community development director may designate review agencies to aid in the examination of preliminary plats. Review agencies should submit comments on the proposed plat in writing no later than 10 days prior to the platting authority's meeting on the preliminary plat or the community development director's decision deadline.

16.08.060 Preliminary plat approval.

- A. Approval by the community development director. For minor plats, the community development director shall, within 30 days of acceptance, approve, approve conditionally or deny the preliminary plat application. The applicant shall be notified in writing in the form of a Notice of Decision, which shall include findings that support the approval or rejection, and any conditions of approval.
- B. Approval by the Planning and Zoning Commission. For major plats, the planning and zoning commission shall hold a public hearing within 60 days of the acceptance by the community development director. The planning and zoning commission shall, within 30 days of the close of the public hearing, approve, approve conditionally or reject the preliminary plat application. The applicant shall be notified in writing in the form of a Notice of Decision, which shall include any conditions of approval or the reasons for rejection.
- C. General.
 - 1. Approval of the plat is the platting authority's preliminary approval to proceed with the preparation of the final plat. If the final plat conforms substantially to the layout, and conditions of approval have been met, final approval can be sought pursuant to Chapter 16.12. Application for final approval must be completed and filed within 18 months of preliminary plat approval. The community development director may grant one extension of up to 18-months to this deadline after a written request and justification is submitted by the applicant.
 - 2. If the platting authority does not approve, denies or returns the plat to the applicant within the time limits of subsections A and B above:
 - a. Where the community development director is the platting authority, the applicant may request the plat be submitted to the planning and zoning commission.
 - b. Where the planning and zoning commission is the platting authority, the applicant may request the plat be submitted to the city council.

16.08.070 Review by city engineer.

Following preliminary approval of the major plat, and prior to submittal of a final plat, the applicant shall, when applicable, furnish to the city engineer for review and approval, the following engineering data pertaining to utilities and improvements required:

- A. Plans and profiles showing existing and established grades for all streets, public rights-of-way and snow storage areas;
- B. Plans and profiles of all storm sewers, culverts and surface water drainage facilities;
- C. Plans and profiles of all sanitary sewers, including one sanitary sewer lateral per lot to run to the lot lines;

- D. Plans and profiles of all water distribution lines including stop boxes and appurtenances including one water lateral per lot to run to the lot line;
- E. All other improvements required under Chapter 16.28 of this title.

16.08.080 Right-of-way acquisition plats.

- A. A plat for a government agency's acquisition of street or trail right-of-way, or for other public purposes is subject to the review and approval procedures of chapters 16.08 and 16.12 and is not subject to any other approval procedure for plats under this title.
- B. Submission Requirements. A government right-of-way acquisition plat submitted under this section shall be reviewed by the community development director as a minor plat and must contain the following information:
 - 1. The plat shall describe the entire ownership involved where the division results in a remainder parcel in excess of 10 acres, not intended for immediate sale or other conveyance. The platting authority may waive the requirement for inclusion of the remainder parcel.

Section 3: Chapter 16.12 is reenacted as follows:

**Chapter 16.12
FINAL PLATS**

Sections:

16.12.010 Submittal.

16.12.020 Form and content.

16.12.030 Procedure when final plat conforms to approved preliminary plat.

16.12.040 Procedure when final plat differs from approved preliminary plat.

16.12.010 Submittal.

- A. To ensure that the final plat is acceptable for processing, applicants are encouraged to submit copies to the community development director for review prior to formal submittal.
- B. One digital copy of the final plat shall be submitted to the community development director within 18 months of approval of the preliminary plat. If approval of the preliminary plat must be obtained from another authority after approval by the platting authority, the final plat shall be submitted within 24 months of approval of the preliminary plat.
- C. A Certificate to Plat showing all parties with a secured interest in the property shall be provided to the community development director.

16.12.020 Form and content.

- A. Form. A reproducible copy of the final plat drawn to scale with nonfading black ink on mylar material approved by the community development director.

The plat shall be at the scale approved by the platting authority at the time of the preliminary plat approval. The plat or plats shall be a sheet size of 24 inches by 36 inches, or 30 inches by 42 inches as determined after consultation with the community development director with a one and a one-half inch binder border (or as required by the State of Alaska Recorder's Office) at the left end of the longer sheet dimension and a one-half inch border along the other three edges. When multiple sheets are required, each must be numbered, be the same size, and show clearly labeled match lines. Match lines shall follow street centerlines or be otherwise located to avoid cutting lots or blocks in two.

- B. Content. The plats shall show all existing and established monuments and courses and distances necessary to restake any portion of the plat. The allowable error of closure shall not exceed the latest accuracy standards for property surveys as established by the National Society of Professional Surveyors (NSPS).

The final plat shall show the following:

1. The boundary of the platted area showing clearly what stakes, monuments, or other evidence were found or established on the ground to determine the boundary of the subdivision;
2. Bearing and distance to all monuments used to locate the subdivision boundary;
3. The basis of bearing and its source;
4. All monuments found shall be indicated. If the monuments were reset by ties, that fact shall be stated;
5. The plat shall show the following:
 - a. Centerlines of all streets:
 - i. Tangents, lengths and bearings;
 - ii. Curve radii of all curves, curve data which may be in tabular form and include central angles, lengths, radii, and arc and chord bearings;
 - iii. Central or deflection angles of all curves;
 - iv. Arc lengths of all curves;
 - b. Total width of each street, walkway, trail or path being dedicated;
 - c. Width of any existing dedication;
 - d. Width of portions of streets each side of the centerline;
 - e. Width of the following rights-of-way:
 - i. Patent reserves;
 - ii. Section line easements;
 - iii. Public utility easements;
 - iv. Any other easements existing or dedicated, by the plat;
 - f. All lot lines should be radial to a curve. If not, they shall be labeled "not radial";
 - g. Dimensions shall be in feet and hundredths of a foot;
 - h. Bearings shall be shown to the nearest one seconds;
6. The width of any existing dedication which provides access to the subdivision;

7. The width, bearing and other data necessary to delineate all easements to which lots are subject.
 - a. Easements shall be denoted by broken lines;
 - b. If an easement is not parallel to and adjoining the lot lines, distances and bearings on the side lines of the lots which are cut by the easements shall be shown so as to indicate clearly the actual length of the lot line from the lot corners to the easement;
8. All lots and blocks shall be numbered in a simple, consecutive, easy to follow manner;
9. Sufficient data shall be shown on lot and block boundaries to determine readily the length and bearing of each line;
10. No ditto marks shall be used;
11. The name of adjoining subdivisions and numbers of adjoining lots as well as adjoining easements and roads;
12. North arrow;
13. Three-inch bar scale;
14. Title block arranged in the lower right-hand corner which shall include the following:
 - a. Date survey was completed;
 - b. Subdivision name;
 - c. Surveyor's name, address, telephone number and license number;
 - d. Draft person's initials;
 - e. Checker's initials;
 - f. Legal description of the subdivision location;
 - g. Name of owner(s) of record;
15. The area of each lot in square footage to the nearest .01 square feet or acres to three decimal places;
16. A vicinity map arranged in upper right-hand corner at a scale no smaller than one-inch equals one mile, showing major street systems, section lines and north arrow;
17. A legend with appropriate symbols indicating pertinent information;

18. If the lots within the subdivision are not served by public sewer, a note shall be included on the plat stating, "Onsite wastewater systems must be designed and permitted in accordance with applicable regulations of the Alaska Department of Environmental Conservation."
19. If the property lies within the Special Flood Hazard Area, a note shall be included on the plat stating, "This plat contains land within the Special Flood Hazard Area. Development within this area is subject to the floodplain management regulations contained in Chapter 15.30."
20. If the property lies within mapped tsunami inundation areas, a note shall be included on the plat stating, "This plat contains land within a mapped tsunami inundation area and may be subject to City regulations intended to reduce tsunami risk."
21. If the property lies within an area protected by a levee or flood control structure, a note shall be included on the plat stating, "This plat contains land protected by a levee or flood control structure. Flooding of this property may occur in the event of levee failure, overtopping, or operational issues."
22. If the plat designates lots for the storage of snow, a note shall be included on the plat stating, "Areas and/or lots are deeded to the City of Valdez for the storage of snow."

C. Certificates and affidavits. The following certificates and affidavits shall be placed on the final plat, or submitted with, as appropriate, when submitted by the subdivider for approval:

1. A notarized certificate from the owners of the subdivision stating ownership, acknowledging all dedications, and describing all easements for the purpose dedicated;
2. A certificate by the registered surveyor, licensed and registered in the state of Alaska, attesting to the accuracy of the survey and the installation and correct location of all monuments required;
3. A tax certificate or receipt from the city stating that all taxes levied against the property at that date have been paid;
4. A guarantee of improvements if required public improvements have not been completed at the date of submittal of the final plat; and
5. A Certificate of Approval from the city to be signed by the Platting Authority and attested by the City Clerk and notarized.
6. Approval certificates from relevant state agencies.

7. A certificate of Acceptance and Dedication by the city accepting for public uses and for public purposes the real property dedicated on the plat including, but not limited to easements, rights-of-way, alleys, roadways, thoroughfares, snow storage lots, and parks.

16.12.030 Procedure when final plat conforms to approved preliminary plat.

- A. A hearing on the final plat shall not be required when the plat conforms to the preliminary plat including any conditions, as approved by the platting authority. The final plat is considered to conform when the community development director determines that all conditions of preliminary approval are met and the final plat does not:
 1. Modify lot dimensions and/or area by more than 10 percent from that approved by the preliminary plat;
 2. Change the total number of lots created.
- B. If determined by the community development director that the final plat conforms to the approved preliminary plat, final plat submittal shall follow all procedures of Chapter 16.12.

16.12.040 Procedure when final plat differs from approved preliminary plat.

When the final plat differs from the preliminary plat, the plat shall be considered a new application for preliminary plat approval.

Section 4: Chapter 16.16 is reenacted as follows:

**Chapter 16.16
VARIANCES**

Sections:

- 16.16.010 Purpose.**
- 16.16.020 Approval criteria.**
- 16.16.030 Review procedure.**
- 16.16.040 Platting authority action.**
- 16.16.050 Form and content.**

16.16.010 Purpose.

The variance procedures are established to allow applicants to seek deviations and modifications from the express requirements of this title to overcome unique site impediments and area conditions. Deviations to the city's platting requirements may be necessary to facilitate development where existing site and area conditions limit an applicant's ability to fully comply with the platting requirements. An approved variance grants the right to develop the lot, or subdivision in a way that is otherwise prohibited by this title.

16.16.020 Approval criteria.

The planning and zoning commission may grant a variance if it finds that the following criteria have been met:

- A. Criterion 1: The granting of the variance will not be detrimental to the public safety, welfare or injurious to adjacent property.
- B. Criterion 2: There are practical difficulties or unique site conditions that make strict application of the provisions of this chapter unnecessary burdensome or inconsistent with good subdivision design.
- C. Criterion 3: The need for the variance is not the result of actions taken by the applicant or property owner.
- D. Criterion 4: The variance will be in consistent with the intent and purpose of this title and the goals and policies of the comprehensive plan.

16.16.030 Review procedure.

The city shall process the application for variance pursuant to the following procedures:

- A. Initial Submittal and Completeness Review. Upon receipt of an application submittal, the department shall review the submittal for completeness. Where the submittal lacks the required information, the department shall cease its review and notify the applicant of deficient information/items. After the applicant addresses the deficient items, the department may restart its review. The department shall provide written comments to the applicant detailing elements of the application that do not comply with regulations and policies.
- B. The community development director shall conduct a review of the application's consistency with the approval criteria. The community development director may circulate the application to other city departments or outside agencies for comment. The community development director shall provide written comments to the applicant detailing elements of the application that are inconsistent with approval criteria.
- C. Application Revisions. As applicable, the applicant may revise its application submittal to address the community development director's comments. If the applicant provides a revised application packet, the community development director shall review the revised application for regulatory and policy compliance.
- D. After determining the application is complete, the community development director shall provide public notice pursuant to Section 16.04.090. The planning and zoning commission shall hold a public hearing within 60 days of the of the determination of completeness by the community development director.
- E. Staff Report. The community development director shall write a staff report that:
 - 1. Summarizes the proposed platting variance in terms of location;
 - 2. Describes the deviations or modifications sought;
 - 3. Provides findings related to the plat variance approval criteria;
 - 4. Provides a recommendation to approve, approve with conditions, or deny the request. The staff report shall include the applicant's complete submittal and any public comments as attachments.

16.16.040 Platting authority action.

The planning and zoning commission shall have the authority to grant variances. The planning and zoning commission may render a decision at the same meeting as the public hearing. The planning and zoning commission shall make its decision on the request for variance within 30 days from the date of the public hearing. In granting or denying any platting variance, the planning and zoning commission shall state its findings and the specific reasons for its action on the request for a variance and shall also record its action in a Notice of Decision.

16.16.050 Form and content.

Applicants for a variance shall provide the following items for the city to initiate review:

- A. Application and Fee(s). Applicants shall provide a complete application and pay fees as set out in Section 16.04.080 at the time of application filing. Additional expenses incurred by the city that are associated with the review may be paid at a later date, but prior to action being taken on the application.
- B. An application for platting variance shall include:
1. Legal description of all property(s) subject to the variance;
 2. A preliminary plat in accordance with Section 16.08.030, Form and contents, prepared by a land surveyor registered in the State of Alaska;
 3. A written explanation of the conditions, facts and reasons why a variance should be granted and how the variance complies with Section 16.16.020, Approval criteria;
 4. Technical studies. The applicant may be required to submit technical studies at the discretion of the community development director to demonstrate compliance with the variance approval criteria. These may include, but are not limited to, traffic studies, drainage studies and visual impact studies.

Section 5: Chapter 16.20 is reenacted as follows:

**Chapter 16.20
PUBLIC WAY VACATIONS**

Sections:

- 16.20.010 Purpose.**
- 16.20.020 Vacation initiation.**
- 16.20.030 Review procedure.**
- 16.20.040 Decision making responsibility.**
- 16.20.050 Platting authority review.**
- 16.20.060 Title to vacated area.**
- 16.20.070 Appeals.**

16.20.010 Purpose.

The vacation procedures are established to provide a definitive procedure for the vacation of a platted public right-of-way, public area, or other public easement dedicated on an approved plat, to provide procedures for the alteration, including removal, of platted utility easements, and to preserve the rights of adjacent property owners, the city and the public at large.

16.20.020 Vacation initiation.

- A. The vacation of a platted right-of-way, public area, or other public easements dedicated on an approved plat may be initiated by:
 - 1. Petition of the city council;
 - 2. Petition of the planning and zoning commission;
 - 3. Petition of a public utility; or
 - 4. Petition of 51% of the owners of all of property abutting the area proposed to be vacated and of property owners for properties served by the right-of-way or area being vacated, as determined by the community development director.
- B. The petition shall be filed with the community development director and shall be accompanied by:
 - 1. A copy of the existing plat showing the proposed alteration, replat or vacation;
 - 2. A filing fee, in the amount set out in Section 16.04.080, and the recording fees;
 - 3. For vacation of a utility easement, proof of written notice to and any response from public utility authorized to use the easement;
 - 4. For vacation of a drainage easement, a written statement of approval from the city engineer;

5. Any statements containing the reasons in support of the vacation.

16.20.030 Review procedure.

The city shall process the application for a vacation pursuant to the following procedures.

- A. Initial Submittal and Completeness Review. Upon receipt of an application submittal, the community development department shall review the submittal for completeness. Where the submittal lacks the required information, the department shall cease its review and notify the applicant of deficient information/items. After the applicant addresses the deficient items, the community development department may restart its review. The department shall provide written comments to the applicant detailing elements of the application that do not comply with regulations and policies.
- B. After determining the application is complete, the department shall provide public notice pursuant to section 16.04.090.
- C. The community development director shall conduct a review of the application's consistency with the approval criteria. The community development director may circulate the application to other city departments and public or private entities for comment.
- D. The capital facilities director shall review the application and present written comments, including recommended conditions of approval, to the community development director.
- E. Staff Report. The community development director shall write a staff report that:
 1. Summarizes the proposed vacation in terms of location;
 2. Provides findings related to the vacation approval criteria in section 16.20.050;
 3. Provides a recommendation to approve, approve with conditions, or deny the request.

The staff report shall include the applicant's complete submittal and any public comments as attachments.

16.20.040 Decision-making responsibility.

- A. The community development director is the platting authority for applications to vacate the following platted interests:
 1. Drainage easements;
 2. Maintenance easements;
 3. Public utility easements;

4. Private easements, but only upon the written concurrence of the beneficiaries;
5. Relocation of any of the above-described interests.

B. The city council is the platting authority for all other applications to vacate a dedicated public area. Prior to the city council's action on a request for vacation, the planning and zoning commission shall hold a public hearing and make a recommendation on the proposed vacation to the city council. C. For easements under the jurisdiction of the state, such as section lines and RS 2477 rights-of-way, the city is advisory and final authority for approval and platting of the vacation rests with the state.

16.20.050 Platting authority review.

The platting authority shall consider the merits of each vacation request. The applicant has the burden to prove otherwise.

- A. The platting authority may recommend the approval of a vacation only if it finds that all the following criteria have been met:
1. Criterion 1: The area proposed to be vacated is not a right-of-way acquired under the former 43 U.S.C. 932 (RS 2477 right-of-way) unless the application is at the request of an approved vacation of an existing RS 2477 right-of-way by the Alaska Department of Transportation and Public Facilities or the Alaska Department of Natural Resources;
 2. Criterion 2: There is not any current or anticipated future public purpose to retain the area proposed to be vacated;
 3. Criterion 3: The proposed vacation will not have a detrimental effect on the adjacent property or on the neighborhood;
 4. Criterion 4: The proposed vacation is in the best interest of the public;
 5. Criterion 5: The proposed vacation involving a section line easement demonstrates it is in the public interest and there is a reasonably comparable or better alternate means of access.
- B. The platting authority shall take action on the vacation application within 60 days after the submittal date. The reasons for the decision on the vacation shall be stated in the case record and recorded on a form approved by the Community Development Director.
- C. Approval Period. The approval of a vacation expires 18 months after the date of approval. The city council may grant one extension of up to 18 months to this deadline after a written request and justification is submitted by the applicant.

16.20.060 Title to vacated area.

- A. The title to the right-of-way, public area or easement shall be in accordance with Alaska Statute 29.40.160.
- B. If the city acquired the right-of-way or other public area vacated by means other than as a platting requirement, the fair market value of the area shall be deposited with the city upon final vacation.

16.20.070 Appeals.

- A. For vacations where the community development director is the platting authority, the decision on the vacation is final and may be appealed to the planning and zoning commission.
- B. For vacations where the city council is the platting authority, the decision on a vacation is final and may be appealed to superior court or a court of competence.

Section 6: Chapter 16.24 is reenacted as follows:

**Chapter 16.24
DESIGN STANDARDS**

Sections:

- 16.24.010 Conformance to standards generally.**
- 16.24.020 Design—Lot layout.**
- 16.24.030 Design—Lot dimensions.**
- 16.24.040 Design—Lot lines.**
- 16.24.050 Design—Lot frontage and access.**
- 16.24.060 Design—Snow storage.**
- 16.24.070 Design—Reserve strips.**
- 16.24.080 Design—Hazardous areas.**
- 16.24.090 Design—Phasing schedule.**
- 16.24.100 Design—Block arrangement.**
- 16.24.110 Streets—General design considerations.**
- 16.24.120 Design—Street grades.**
- 16.24.130 Design—Street alignment.**
- 16.24.140 Design—Street intersections.**
- 16.24.150 Design—Cul-de-sac.**
- 16.24.160 Design—Street names.**
- 16.24.170 Design—Street addresses.**
- 16.24.180 Design—Geometric and profiles.**
- 16.24.190 Design--- Planned Unit Developments (PUDs).**
- 16.24.200 Engineering and design criteria.**

16.24.010 Conformance to standards generally.

A proposed plat design shall conform to the following standards:

- A. All applicable provisions of this title and any other ordinances of the city;
- B. The comprehensive plan;
- C. The official zoning map;
- D. The regulations of the State Department of Environmental Conservation if the plat is not served by a public sewer and provision for service has not been made;
- E. The regulations of the State Department of Transportation and Public Facilities relating to safety of access and the preservation of the public interest and investment if the plat or any lot contained therein abuts on a state highway;

16.24.020 Design—Lot layout.

In areas served by municipal sewer and water the preferred lot layout is two tiers of lots on a cul-de-sac street with snow storage at the street end. Examples of the preferred development layout are available from the community development director.

16.24.030 Design—Lot dimensions.

- A. In addition to the dimensional and intensity standards of Table 17.16.060-1, all lots shall have the minimum dimensions required by this section.
- B. Where lots are created that are larger than the minimum required by the current zoning, the platting authority may require the plat be designed to allow for future re-subdivision of lots into the minimum size required.
- C. Notwithstanding any other provision of this section, the width of the flagpole portion of a flag shaped lot shall be no less than:
 - 1. 30 feet when both public water and sewer systems are to serve a residential lot;
 - 2. 40 feet when both public water and sewer systems are to serve a mixed use, commercial or industrial lot;
 - 3. 20 feet when only a public water or a public sewer system are to serve a lot;
 - 4. 20 feet when the lot is located in a rural area and will not be served by either public water or public sewer systems.
- H. Notwithstanding any other provision of this section, the length of the flagpole portion of a flag shaped lot shall be no more than 200 feet, unless approved by the fire chief.

16.24.040 Design—Lot lines.

To the extent feasible, side lot lines shall be perpendicular to straight streets and radial to curved streets.

16.24.050 Design—Lot frontage and access.

- A. All lots shall have frontage on a street or navigable water and be provided physical and legal access.
- B. The front lot line of a residential lot shall not abut a major street. A waiver may be granted by the platting authority when the applicant demonstrates that access to a lesser street is not practicable or feasible.
- C. The frontage of a lot on a cul-de-sac bulb shall be a minimum of 30 feet. This does not apply to flag lots.
- D. All street rights-of-way shall include a snow storage area that extends 10 feet outward from the back of the curb. Utilities within snow storage area shall be installed to accommodate snow loads and snow removal as determined by the city engineer.

16.24.060 Design—Snow storage.

- A. Snow storage lots shall be conveyed to the city by title immediately after recording of the plat. Snow storage lots shall be identified by plat note. The area of the snow storage lot(s) shall be equal to one square foot for every square foot of dedicated right-of-way. The distance between dedicated snow storage lots shall not be more than 1,000 feet. The location and layout of snow storage lots shall be approved by the public works director.
- B. Snow storage lots shall be cleared and graded to ensure that drainage does not adversely impact adjacent property. The final drainage plan for the snow storage lots shall be approved by the city engineer.

16.24.070 Design—Reserve strips.

Privately owned strips may not be reserved to control access to public rights-of-way.

16.24.080 Design—Hazardous areas.

The design of a subdivision containing or abutting hazardous areas shall conform to this section, in addition to the remainder of this title.

- A. The applicant shall demonstrate to the satisfaction of the platting authority, that the design is specifically adapted to the proposed development and that the design considers other development in the vicinity and does not increase hazards to other areas.
- B. The applicant shall demonstrate to the satisfaction of the platting authority that the design can meet the requirements of Section 15.30.050 when any portion of the plat is within a special flood hazard area.
- C. The platting authority may require the dedication of easements to construct and maintain cut and fill slopes and other control structures, including but not limited to, dikes or riprap.
- D. Subdivision design shall take into consideration known areas susceptible to geophysical hazards including but not limited to erosion, landslide, mud and earth flow, soil creep, soil liquefaction, avalanche chutes, run-outs, or wind blast.
- E. The community development director may require the applicant to submit technical studies to demonstrate compliance with this title with respect to identified hazardous areas.
- F. The platting authority shall require the dedication of stream maintenance and protection easements where a river, stream, creek, important surface watercourse, or drainage course traverses or is adjacent to the subdivision. The easement shall conform substantially to the line of the stream.

- G. The width of the stream maintenance easement shall be that which the platting authority finds necessary to protect the stream and adjacent property from soil erosion, flooding, water pollution and destruction of fish and wildlife habitat. The easement will not be less than 25 feet wide on either side of the stream, measured landward from the ordinary high-water mark.
- H. All structures within a stream maintenance and protection easement, shall be required by plat note to be readily moveable or temporary.

16.24.090 Design—Phasing schedule.

The platting authority may require that a subdivision conform to a phasing schedule based upon the scheduled availability of infrastructure to serve the subdivision. The platting authority, upon a showing of good cause by the applicant, may authorize the applicant to proceed with the installation of improvements required under this title on a portion or part of the subdivision.

16.24.100 Design—Block arrangement.

Blocks shall consist of two tiers of lots, except where lots back onto a major street, natural feature or subdivision boundary.

16.24.110 Streets—General design considerations.

- A. The streets in a subdivision shall be designed and located in relation to existing and planned streets, to topographical conditions and natural terrain features such as streams and existing tree growth, to public convenience and safety, and in their appropriate relation to the proposed uses of the land to be served by these streets. All subdivisions shall have legal and physical access.
 - 1. Major Streets. Major streets shall be properly integrated with the existing and proposed system of major streets and highways.
 - 2. Collector Streets. Collector streets shall be properly related to special traffic generating from facilities such as schools, churches and shopping areas to population densities, and to major streets into which they feed.
 - 3. Minor Streets. Minor streets shall be laid out to conform as much as possible to topography, to discourage use by through traffic, to permit efficient snow removal, drainage and sewer systems and to require the minimum amount of street necessary to provide convenient, safe access to property.
- B. Where a subdivision borders on or contains an existing or proposed major street, the platting authority may require adjacent collector or minor streets be provided.
- C. The rights-of-way of all streets shall be the width specified on the official map or comprehensive plan but shall be within the width specified below.

Street	Right-of-Way (feet)
Major streets	80-100
Collector streets	70-80
Minor streets	50-60

16.24.120 Design—Street grades.

- A. Streets shall be arranged in relation to topography to provide usable lots, safe streets, reasonable gradients and minimum damage to terrain and existing vegetation. The minimum grade of all streets shall be no less than one-half percent. The minimum shall not be permitted for distances greater than 600 feet.
- B. Cul-de-sac turnaround grades shall not exceed five percent.
- C. Major and collector street grades shall not exceed eight percent unless necessitated by exceptional topography and approved by the platting authority. Minor street grades shall not exceed 10 percent. Any street grade exceeding six percent shall be on a straight alignment no more than 100 feet long. The platting authority may allow the grade to be longer where topographic conditions warrant.

16.24.130 Design—Street alignment.

- A. Collector streets shall be aligned to continue existing streets from adjoining areas into the proposed subdivision. Minor streets shall be aligned to discourage through traffic.
- B. Stub streets with temporary turnaround areas shall be extended to the boundaries of the proposed subdivision where appropriate to provide future street connections to adjacent unsubdivided areas.
- C. Grade or median separations of street lanes may be permitted to preserve natural features, provide space for landscaping, or facilitate access in subdivisions containing steep lots.
- D. Street alignment shall consider and minimize potential wind damage and snow removal.

16.24.140 Design—Street intersections.

Streets shall intersect at, or as near as feasible, to a 90-degree angle and not less than a 75-degree angle. The distance between intersection centerlines shall be a minimum of 150 feet. Corner roundings at intersections shall have a minimum radius of 20 feet. Sight distance shall conform with the most recent publication of the American Association of State Highway and Transportation Officials (AASHTO). The platting authority may require pedestrian crosswalks not less than 15 feet wide to provide convenient pedestrian

circulation or access to schools, playgrounds, shopping areas, transportation and other community facilities.

16.24.150 Design—Cul-de-sac.

Where topography and traffic circulation permit, the length of a cul-de-sac shall not exceed 900 feet. The length shall be measured from centerline of intersecting through streets to the radius point of cul-de-sac bulb, or a line running from the radius point perpendicular to the street centerline. The constructed street shall have a turnaround compliant with the adopted provisions in title 8 of this code. A waiver may be granted by the platting authority, upon a recommendation from the fire chief, when the applicant demonstrates an alternate turnaround design provides adequate fire access.

16.24.160 Design—Street names.

New street names shall not duplicate the names of existing streets. Streets that are continuations of other streets already in existence and named shall bear the name of the existing streets in conformance with section 12.06.120.

16.24.170 Design—Street addresses.

The community development director shall assign all official street address numbers. A permanent address shall be assigned only for property that is subject to a plat filed depicting the dedicated right-of-way serving the property in conformance with section 12.06.090.

16.24.180 Design—Geometric and profiles.

In addition to the requirements below, the provisions of chapter 12.04 and section 16.24.200 apply. Detailed requirements for current construction materials and methods are available from the city engineer.

- A. Horizontal Curves. Changes in horizontal alignment of roads shall be made using horizontal circular curves. The radii of horizontal curves shall not be less than:
 - 1. Major streets, 800 feet;
 - 2. Collector streets, 600 feet;
 - 3. Minor streets, 150 feet.
- B. Compound curves and broken-back curves shall not be used unless approved by the platting authority. Reverse curves shall have an intermediate tangent of 100 feet or more unless the curve radii are more than 300 feet.
- C. Cross Slopes. The minimum road cross slope shall not be less than two percent and not greater than six percent .

D. Superelevations shall be installed in accordance with the current publication of AASHTO. The maximum superelevation allowed is six percent.

16.24.190 Design—Planned Unit Developments (PUDs).

A Planned Unit Development (PUD) is intended to provide flexibility to the city's dimensional standards to achieve better project design than otherwise could be accomplished through the direct application of the dimensional standards. PUDs may be created pursuant to the conditional use permit process required by section 17.12.090 and subject to all provisions of chapter 17.84.

16.24.200 Engineering and design criteria.

A. Dedicated streets shall receive street maintenance and snow removal when all the streets are dedicated to public use, meet the engineering and design criteria, and have been accepted by the city. Prior to acceptance of dedication, the platting authority shall consider the following factors:

1. The anticipated population density within the subdivision;
2. The anticipated level of vehicular traffic upon the subdivision streets;
3. The anticipated level of pedestrian traffic upon the subdivision streets;
4. The cost of constructing streets to higher engineering and design criteria as compared to the benefits derived from higher criteria.

The acceptable criteria are set forth in the most current adopted City of Valdez Street Standards. The platting authority may impose additional conditions or requirements as it deems to be in the public interest. It may set different engineering and design criteria for different subdivisions and for different streets within a subdivision and is not limited by any of the requirements of this title.

- B. A subdivision in which the streets do not meet the criteria or requirements set forth by the platting authority will not be accepted.
- C. The criteria and requirements shall be determined by the platting at preliminary plat approval.
- D. The city or any person may appeal to the city council in accordance with section 16.04.070.
- E. The platting authority shall determine criteria and requirements for existing subdivisions which have streets not in conformance with design requirements presently existing under this title. When in the public interest, the platting authority may require additional improvements for streets.

Section 7: Chapter 16.28 is reenacted as follows:

**Chapter 16.28
IMPROVEMENTS**

Sections:

- 16.28.010 Monuments.**
- 16.28.020 Required facilities.**
- 16.28.030 Bond required.**
- 16.28.040 Approval of city engineer.**
- 16.28.050 Development in phases.**
- 16.28.060 Dedication of facilities.**

16.28.010 Monuments.

A. Angle Points. All angle points in the subdivision shall be marked with monuments permanently set as follows:

1. Two primary monuments on or within the subdivision boundary. Where possible, the primary monuments should be on the ends of the same line. Existing monuments that meet primary monument specifications will not require additional primary monuments;
2. All other angle points within the subdivision shall be marked with secondary monuments;
3. If not located within roadways or walkways, flush to the surface or protruding no more than four inches above ground level;
4. If located within walkways, roadways or snow storage areas at least six inches below the surface in a survey box;
5. Primary monuments shall be stamped with the following information:
 - a. Location and identification;
 - b. Year set;
 - c. Surveyor's license number;
 - d. Exact transit point.

B. All other corners shall be monumented with secondary monuments permanently set:

1. Flush to the surface; or
2. Protruding no more than four inches above the surface; and
3. Stamped with the following information:

- a. Location and identification;
- b. Surveyor's license number;
- c. Year set.

C. Monument Material. The following monument material or equal shall be employed in the survey:

1. Primary Monuments. Alloyed iron pipe, zinc coated or aluminum pipe;
 - a. Outside diameter, two-inch or larger;
 - b. Cut in 30-inch lengths;
 - c. One end of the pipe shall be split for several inches and the two halves spread to form flanges or a commercially manufactured foot attached.
2. A brass or aluminum cap, two and one-half inches or larger in diameter shall be securely attached to the other end by mechanical means;
3. If aluminum pipe is used, the monument must contain a magnetic insert as an integral part of its composition;
4. In areas where primary monuments are located on rock outcrops or concrete surfaces, a brass or aluminum tablet two and one-half inch diameter with a one-half inch diameter stem shall be cemented into a drilled hole. The tablet shall be flush with the surrounding surface. The tablet shall include a magnetic insert as an integral part of its composition.

D. Secondary Monuments.

1. Cap one and one-half inch or larger secured by friction fit or mechanical means to five-eighths inch steel rebar or other ferrous metal rod;
2. The rods shall penetrate a minimum of 30 inches below the surface;
3. In areas where secondary monuments are located on rock outcrop or concrete surfaces, the procedure for primary monuments shall be followed.

E. Reference Monuments. Reference monuments may used when the actual corner location cannot be set or if required for other reasons.

1. Minimum requirements are the same as those for secondary monuments.
2. All reference caps will be marked with the following information:
 - a. Distance to monument;

- b. Surveyor's license number;
 - c. Designation of and an arrow pointing to the referenced "corner";
 - d. Date set.
3. Witness corners shall be used when the actual location of the corner cannot be set and shall meet the following:
- a. Witness distance shall be shown on the plat, from the existing monument, as set, to the true corner position.
 - b. Witness corners shall be set on the property line at a distance considered reasonable and practical from the true corner point.
- F. Monument material requirements are minimum standards. Other materials of equal or higher quality approved by the city engineer shall be allowed.
- G. The Community Development Director may approve the use of monuments other than required by this section when warranted by specific field conditions.

16.28.020 Required facilities.

Where applicable, before the final plat may be considered for approval, the applicant shall provide and dedicate the following facilities and improvements in accordance with the City of Valdez Standard Specifications document. The applicant shall provide to the city engineer, as-built drawings of the improvements certified by a licensed engineer in the State of Alaska. Facilities and improvements shall be installed within 24 months.

- A. **Water and Sewer.** Water and sanitary sewer mains, lift stations and laterals to the lot lines where the subdivision is within 200 feet of land served by water and sewer.
- B. **Streets.** All new streets, and additional right-of-way along existing streets, shall conform with Section 16.24.110. No required dedication shall exceed 100 feet of width except for cul-de-sacs and street boulevards for center strip drainage. Where collector and major streets lie within the plat, the applicant shall not be required to provide improvements in excess of those normally required to serve the development itself. The platting authority may waive the requirement for paving where the subdivision is in a rural area.
- C. **Stormwater Mains.** Stormwater mains shall be provided as deemed necessary by the city engineer.
- D. **Surface Drainage.** Curb and gutter or other adequate facilities to provide surface water drainage as deemed necessary by the city engineer.

- E. Erosion Control. All open cuts of ground shall be returned in a satisfactory condition as determined by the city engineer. Seeding shall be provided for any open cut subject to excessive erosion. Barriers shall be placed at intervals and at right angles to the flow of water to prevent erosion.
- F. Snow Storage. Snow storage shall be provided per Section 16.24.060 on property that has been deeded to the city.
- G. Street Signs. Street signs indicating street name, speed limits and other appropriate notification shall be provided as deemed necessary by the city engineer and community development department.
- H. Street Lights. Street lights illuminating intersections and lengths of street shall be provided as deemed necessary by the city engineer.

16.28.030 Bond required.

When facilities and improvements required by this chapter have not been fully installed at the time the plat is submitted for final approval, the applicant shall file with the community development director a bond or other surety or collateral providing for whole or partial releases, to ensure that all required improvements are constructed as specified in the approved plans. The bond or other financial guarantee shall be approved by the city attorney and shall be of an amount determined by the city engineer.

16.28.040 Approval of city engineer.

The adequacy of the facilities and improvements required by this chapter and their proper installation shall be subject to approval of the city engineer.

16.28.050 Development in phases.

Where in the determination of the platting authority that the whole of the area being platted cannot immediately be fully improved with respect to the installation of all required facilities and street improvements, the platting authority may authorize the applicant to proceed with the installation of improvements required under this title on a portion of the platted area. In such event, the requirements of this title shall apply to that portion or part thereof authorized for immediate improvement.

16.28.060 Dedication of facilities.

All facilities and improvements installed prior to the final approval of the plat shall be considered dedicated along with streets and other public areas upon the approval of the final plat. Facilities and improvements completed under bond or other financial guarantee after the approval of the plat shall be considered dedicated upon their approval and acceptance and release of the bond or other guarantee.

Section 8: Chapter 16.32 is reenacted as follows:

**Chapter 16.32
PUBLIC SITES AND OPEN SPACES**

Sections:

- 16.32.010 Purpose.**
- 16.32.020 Reservation of potential sites.**
- 16.32.030 Excessive street dedication.**
- 16.32.040 Determination of feasibility.**
- 16.32.050 Dedication—Streets.**
- 16.32.060 Dedication—Walkways, trails and paths.**
- 16.32.070 Dedication—Utility easements.**
- 16.32.080 Dedication—Snow storage.**

16.32.010 Purpose.

Public sites and opens space provisions are established to ensure adequate open spaces and sites for public uses are properly located and preserved as the community develops and to ensure the costs of public sites needed by new development are equitably apportioned.

16.32.020 Reservation of potential sites.

- A. Design Consideration. The platting authority, after considering the proposed plat's impact on the community and the goals and policies of the comprehensive plan, may require the proposed plat to provide the dedication of public sites and open spaces.
- B. Reservation May Be Required. Where it is determined by the platting authority that a portion of the plat is required for public sites or open spaces, the applicant may be required to reserve an area for a period not to exceed three years. Within three years of the filing of a final plat, the city or any other public or private agency may acquire any parcel designated as reserve tract on the plat, by purchase or as otherwise authorized by law, for the purpose or purposes for which the parcel was reserved. The designation of an area to be reserved shall be supported by a report from the community development director. The report shall contain a statement from the entity proposing to acquire the tract that it intends to acquire the designated area. If a reserve tract is not acquired within the three-year period, it shall be released from the reserve tract designation unless the time for acquisition is extended by the reserve tract's owners or by another provision of law.
- C. How Determined. The reserve land to be provided shall be up to five percent of the net residential lot area created by the plat.
- D. Exemptions. The platting authority may waive the dedication of a public site or open space in rural large lot subdivisions, or where the plat results in the creation of no more than one additional lot or parcel, or for a parcel on which a permanent residential structure has existed for at least one year prior to the date of the division.

E. Redivision. Where a lot or parcel for which a dedication has once been made is further divided, dedications shall be required only for the additional lots or parcels created.

16.32.030 Excessive street dedication.

In the case of major thoroughfares lying within the plat, the applicant may dedicate the width in excess of that required by this title and receive credit towards areas required under this chapter.

16.32.040 Determination of feasibility.

The platting authority shall make the determination of the feasibility of dedication of the public site or open space.

16.32.050 Dedication—Streets.

All street rights-of-way shall be dedicated to the public.

16.32.060 Dedication—Walkways, trails and paths.

The platting authority may require the dedication of pedestrian walkways or nonmotorized trails and paths where it finds they are necessary for convenient circulation or to protect pedestrians and bicycles from motorized vehicle traffic. The platting authority may require the dedication of pedestrian walkways and/or nonmotorized trails and paths to provide public access to any adjacent stream, lake or ocean. The minimum width of a dedication shall be 10 feet.

16.32.070 Dedication—Utility easements.

The platting authority may require the dedication of utility easements when a utility company or the city demonstrates a need.

16.32.080 Dedication—Snow storage.

All land dedicated for snow storage shall be deeded to the city.

Section 9: This ordinance takes effect immediately upon adoption.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF VALDEZ,
ALASKA, this _____ day of _____, 2026.

CITY OF VALDEZ, ALASKA

Dennis Fleming, Mayor

ATTEST:

Sheri L. Pierce, MMC, City Clerk

APPROVED AS TO FORM:

Brena, Bell & Walker, P.C.

First Reading:
Second Reading:
Yeas:
Nays:
Absent:
Abstain: