



City of Valdez

212 Chenega Ave.
Valdez, AK 99686

Meeting Agenda - Final-revised Planning and Zoning Commission

Wednesday, April 22, 2026

7:00 PM

Council Chambers

Regular Meeting

REGULAR AGENDA - 7:00 PM

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

1. [Planning & Zoning Commission Meeting Minutes April 8th, 2026.](#)

IV. PUBLIC BUSINESS FROM THE FLOOR

V. PUBLIC HEARINGS

1. [Public Hearing: Proposed Repeal and Reenactment of the Title 16 Subdivision Code](#)

VI. NEW BUSINESS

1. [Approval of Recommendation to City Council to Repeal and Reenact Title 16 of the Valdez Municipal Code Titled Subdivisions](#)
2. [Approval of Temporary Land Use Permit #26-07 for Alyeska Pipeline Service Company, Agent for TAPS Owners, for an Approximately 2.5-acre Portion of Tract B & E Section 34 ASCS 98-30 \(Brown's Creek\) Per Plat 2016-7 Owned by the City of Valdez](#)

VII. REPORTS

1. Community Development Director's Report

VIII. COMMISSION BUSINESS FROM THE FLOOR

IX. ADJOURNMENT



Legislation Text

File #: 26-0150, **Version:** 1

ITEM TITLE:

Planning & Zoning Commission Meeting Minutes April 8th, 2026.

SUBMITTED BY: Jared Chase Administrative Assistant & Permit Specialist

FISCAL NOTES:

Expenditure Required: N/A

Unencumbered Balance: N/A

Funding Source: N/A

RECOMMENDATION:

N/A

SUMMARY STATEMENT:

Meeting minutes from the Planning & Zoning Commission meeting that was held April 8th, 2026.

City of Valdez

*212 Chenega Ave.
Valdez, AK 99686*



Minutes - Draft

Wednesday, April 8, 2026

7:00 PM

Regular Meeting

Council Chambers

Planning and Zoning Commission

REGULAR AGENDA - 7:00 PM**I. CALL TO ORDER****II. ROLL CALL**

Present 5 - Commission Chair Donald Haase
Commission Member Rhonda Wade
Commission Member Stephen Goudreau
Commission Member Maureen Radotich
Commission Member Kristian Fagerberg

Absent 2 - Commission Member Caleb Metroka
Commission Member Christopher Moulton

Also Present 3 - Community Development Director Kate Huber
Senior Planner Paul Nylund
Administrative Assistant & Permit Specialist Jared Chase

III. APPROVAL OF MINUTES**1. Planning & Zoning Commission Meeting Minutes from March 25, 2026.**

Minutes were approved as presented.

IV. PUBLIC BUSINESS FROM THE FLOOR

No public business from the floor was presented.

V. NEW BUSINESS**1. Approval of Preliminary Plat for Mineral Creek Koch Subdivision – a Re-Plat of Lot 7A Block 8 Mineral Creek Subdivision, Plat #2001-3.**

MOTION: Commission Member Radotich moved, seconded by Commission Member Goudreau, to Approve.

DISCUSSION: Commissioner Radotich asked the applicant about the planned use for the newly created parcel. The applicant, Brad Koch, was present and notified the commission that it was going to be a residential home. Chair Haase inquired about water and sewer connections for the new parcel. Mr. Koch confirmed that there are exiting stub outs that will allow easy connection to City water and sewer for future development on the parcel.

VOTE ON MOTION

Yay: 5 - Goudreau, Wade, Haase, Radotich, and Fagerberg
Absent: 2 - Metroka, and Moulton

MOTION CARRIED

VI. REPORTS

1. Community Development Director's Report

Director Huber gave an update on the Title 16 Revision. She noted that staff will be publishing that next meeting agenda earlier than normal to give commissioners and members of the public more time to review to the draft.

VII. COMMISSION BUSINESS FROM THE FLOOR

No commission business was presented.

VIII. ADJOURNMENT



Legislation Text

File #: 26-0151, **Version:** 1

ITEM TITLE:

Public Hearing: Proposed Repeal and Reenactment of the Title 16 Subdivision Code

SUBMITTED BY: Kate Huber, Community Development Director

FISCAL NOTES:

Expenditure Required: n/a

Unencumbered Balance: n/a

Funding Source: n/a

RECOMMENDATION:

n/a - public hearing only

SUMMARY STATEMENT:

The purpose of this hearing is to take public testimony concerning the proposed adoption of the revised VMC Title 16 Subdivision Code.

The existing Title 16 Subdivision Code is attached, along with the new draft ordinance. Due to this being a full repeal and reenactment, including a reorganization of the title, it was not practical to provide redlines.

For more information about the revision project process, please see the additional agenda item for tonight's meeting.

The public is encouraged to attend the hearing to provide verbal comments or may submit written comments to the Community Development Department prior to the meeting. Submitted comments will be presented to the Planning & Zoning Commission and City Council for their review. Comments may be emailed to communitydevelopment@valdezak.gov or provided in person at the Community Development window in City Hall.

Anyone having questions concerning this hearing should contact the Community Development Department by calling 907-834-3401 or emailing communitydevelopment@valdezak.gov.

Title 16

SUBDIVISIONS

Chapter 16.04 GENERAL PROVISIONS

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

Chapter 16.08 PRELIMINARY PLATS

- § 16.08.010. Preliminary consultation.
- § 16.08.020. Preliminary plat required.
- § 16.08.030. Form and contents.
- § 16.08.040. Review agencies.
- § 16.08.050. Acceptance for review.
- § 16.08.070. Preliminary plat approval.
- § 16.08.080. Review by city engineer.

Chapter 16.12 FINAL PLATS

- § 16.12.010. Submittal.
- § 16.12.020. Form and contents.
- § 16.12.030. Approval by the commission.

Chapter 16.16 DESIGN STANDARDS

- § 16.16.010. Conformance to standards generally.
- § 16.16.020. Design—Lot layout.
- § 16.16.030. Design—Lot dimensions.
- § 16.16.040. Design—Lot lines.
- § 16.16.050. Design—Lot frontage and access.
- § 16.16.055. Design—Snow storage.
- § 16.16.060. Design—Reserve strips.
- § 16.16.070. Design—Hazardous areas.
- § 16.16.080. Design—Phasing schedule.
- § 16.16.090. Design—Block arrangement.
- § 16.16.100. Streets—General design considerations.
- § 16.16.110. Design—Street grades.
- § 16.16.120. Design—Street alignment.
- § 16.16.130. Design—Street intersections.
- § 16.16.140. Design—Culs-de-sac.
- § 16.16.150. Design—Street names.
- § 16.16.160. Design—Street addresses.
- § 16.16.170. Design—Geometric and profiles.
- § 16.16.180. Engineering and design criteria.

Chapter 16.20 IMPROVEMENTS

- § 16.20.010. Monuments.
- § 16.20.020. Required facilities.
- § 16.20.030. Bond required.
- § 16.20.040. Approval of city engineer.
- § 16.20.050. Development in stages.
- § 16.20.060. Dedication of facilities.

VALDEZ CODE

Chapter 16.24 PUBLIC SITES AND OPEN SPACES		Chapter 16.28 OTHER LAND DIVISIONS	
§ 16.24.010.	Purpose.	§ 16.28.010.	Preliminary plat.
§ 16.24.020.	Reservation of potential sites.	§ 16.28.020.	Final plat.
§ 16.24.030.	Excessive street dedication.	§ 16.28.030.	Right-of-way acquisition plats.
§ 16.24.040.	Determination of feasibility.	§ 16.28.040.	Standards and requirements generally.
§ 16.24.050.	Dedication—Streets.	§ 16.28.050.	Certificates and affidavits required.
§ 16.24.060.	Dedication—Walkways, trails and paths.	§ 16.28.060.	Recordation.
§ 16.24.070.	Dedication—Utility easements.		
§ 16.24.080.	Dedication—Snow storage.		

CHAPTER 16.04
GENERAL PROVISIONS

§ 16.04.010. Purpose—General standards for plat approval.

The purpose of this title is to promote the public health, safety and general welfare of the residents of the city. These regulations are made with consideration, among other things, of the character of and conditions in Valdez with consideration to conserving the value of buildings and property, and providing the best possible conditions and safety for the people of Valdez.

- 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;
 2. Promotes the public health, safety and welfare;
 3. Mitigates the effects of incompatibilities between land uses or residential densities in the subdivision and the land uses and residential densities in the surrounding neighborhood, including, but not limited to visual, noise, traffic and environmental effects;
 4. Provides for the proper arrangement of streets in relation to existing or proposed streets;
 5. Provides for the efficient movement of vehicular and pedestrian traffic;
 6. Assures adequate and properly placed utilities;
 7. Provides access for emergency vehicles;
 8. Facilitates the orderly and efficient layout and use of land;
 9. Furthers the goals and policies of the comprehensive development plan, the coastal management plan and other adopted city policies and plans.
- B. The platting authority may impose conditions upon the approval of a preliminary or final plat that it finds necessary to conform the plat to the standards of this chapter.
(Prior code § 24-1; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.04.020. Definitions.

- A. 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.
- B. The following words and phrases shall have the meanings respectively ascribed to them by this section:
- "Buildable area" means the area on a lot within all setback lines and easements which restrict building.
- "City engineer" means the city engineer for the city of Valdez.
- "Commission" means the planning and zoning commission of the city of Valdez.
- "Director" means the director of the Valdez department of community development or designee.

"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 planning and zoning commission.

"Street" means a way for vehicular traffic.

1. "Major streets" are the roadways which serve as the principal arteries of through traffic movement. They are generally high speed highways with limited access.
2. "Collector streets" are those which carry traffic from minor streets to the system of major streets including the principal entrance streets of a residential development and streets for circulation within such a development.
3. "Minor streets" are those which are used primarily for access to the abutting properties.

The official Valdez street map showing official classifications is on file with the director.

"Snow storage" means land dedicated to the city for the storage of snow. The amount of snow storage required to be dedicated is equal to one square foot of snow storage for every square foot of constructed street area, including sidewalks, but not less than a minimum street width of thirty feet.

"Subdivider" means the owner or agent of the owner of land which is being divided pursuant to this chapter.

"Subdivision" means the division of a tract or parcel of land into two or more or other divisions irrespective of their size before or after division and further includes the dedication to public use of a street or other specified area in or through a tract of land. Subdivision is not limited only to the conveyance of title but includes contracts to convey title, leases of land for ten or more years and conveyance by a metes and bounds description.

1. "Major subdivision" is the creation of more than four lots.
2. "Minor subdivision" is the creation of four lots or less or meeting the other requirements of Section 16.08.070.

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

(Prior code § 24-2; Ord. 05-11 § 1; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.04.030. Applicability.

- A. 1. This title applies to, except as provided in subsection B of this section, all subdivisions or resubdivisions which result in the partitioning, dividing, combining or altering of any lot, parcel or tract of land, including subdivisions or resubdivisions created by an exercise of the power of eminent domain by an agency of the state or municipality.
2. No provision of this chapter applies to any lot or lots in a subdivision legally created and filed on record before the effective date of the provision, unless the lot or lots are further subdivided or resubdivided. Subdivisions 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.

B. Waivers. In individual cases and in accord with AS 29.40.090 the commission may exempt a subdivision from the requirements of this chapter when it finds that:

1. Each parcel in the subdivision will have adequate physical and legal public access to a public highway or street; and
2. Each parcel in the subdivision is five acres in size or larger and that the land is divided into four or fewer parcels; and
3. The subdivision is not made for the purpose of, or in connection with, a present or projected subdivision development; and
4. No dedication of any classification of a street or other public area is involved or required.

(Prior code § 24-3; Ord. 05-11 § 2; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.04.040. Sale of land prior to compliance with this title prohibited.

No owner or agent of the owner of land located within a subdivision shall transfer, sell, offer to sell, or enter into a contract to sell land in a subdivision before a plat of the subdivision 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 therefor by appropriate legal action.

(Prior code § 24-4; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.04.050. 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.

(Prior code § 24-5; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.04.060. Variances.

When, in the judgment of the commission, it would be inappropriate to apply literally a provision of this title the commission may waive or vary such provisions so that substantial justice may be done and the public interest secured; provided, that in no event shall the requirement of filing and recording the plat or survey map be waived.

(Prior code § 24-6; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.04.070. Appeals.

Any person may file an appeal to the commission on a decision of the director within thirty days of such decision. Any person may file an appeal to the city council on a decision of the commission within thirty days of such decision. An appeal to the city council will be in compliance with Section 17.12.140 of this code, except that the time period in Section 17.12.140(C) shall be thirty days and the report in Section 17.12.140(G) shall be prepared by the director if it is the director's decision being appealed.

(Prior code § 24-7; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.04.080. Fees.

The council shall adopt by resolution a fee schedule for all actions, reviews and approval under this title.

(Prior code § 24-8; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.04.090. Notification requirements.

- A. A notice shall be sent by mail at least ten days prior to the first scheduled meeting of the planning and zoning commission to consider the preliminary plat approval to each owner of property within a distance of three hundred feet of the exterior boundary of the lot or parcel described in the application for subdivision.
- B. Consideration of Evidence. The planning and zoning commission shall hear and consider evidence and facts from any person during preliminary and final plat approval or written communication from any person relative to the matter. The right of any person to present evidence shall not be denied for the reason that any such person was not required to be informed of such subdivision of land.

(Ord. 03-10)

CHAPTER 16.08
PRELIMINARY PLATS

§ 16.08.010. Preliminary consultation.

- A. The subdivider shall, before submitting the preliminary plat of a subdivision for review, meet with the director for preliminary consultation in order to ensure that the plat is acceptable for processing.
- B. The following information shall be provided by the subdivider 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, park areas 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.

(Prior code § 24-9; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.08.020. Preliminary plat required.

Before submitting a final plat of a subdivision for approval for recording, the subdivider shall submit a preliminary plat for approval. The form and data required for preliminary plat submittal is designated under this chapter.

(Prior code § 24-10; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.08.030. Form and contents.

The preliminary plat of a subdivision shall be clearly and legibly drawn. The subdivider shall submit one reproducible copy and thirteen copies for distribution. The size of the map shall not be less than twenty-four inches by thirty-six inches. The subdivider shall consult with the 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 one inch equals fifty feet. All other subdivisions shall be drawn at a scale of one inch equals one hundred feet, unless otherwise required by the director. The preliminary plat shall contain the following information:

- A. The date, scale and north point;
- 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 of the section or government subdivision of the section in which the subdivision lies, with the location of the subdivision indicated thereon;
- F. Unless waived and made a condition of preliminary approval, the exact length and bearing of the exterior boundaries of the subdivision;
- G. The location and names of adjacent subdivisions and the owners of adjoining parcels of unsubdivided land;
- H. Zoning on and adjacent to the subdivision;
- 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 director;
- J. The water elevations of adjoining bays, lakes or streams at the date of the survey and the approximate mean high and mean low water elevations of such bays, lakes or streams;
- K. If the subdivision borders a bay, lake or stream, the distances and bearing on a meander line established not less than twenty feet back from the mean high water mark of the bay, lake or stream;
- L. Areas designated as wetlands by the U.S. Corps of Engineers or in adopted city plans or studies;
- M. 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;
- N. The direction and distance to the nearest water and sewer mains;
- O. The approximate dimensions and areas of lots;
- P. The proposed building area for each lot;
- Q. The approximate radii of all curves and length of the tangent between curves;
- R. The approximate location and 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 such dedication or reservation;
- S. Utility easements along rear lot lines shall be at least ten feet wide, or a total of twenty feet wide along adjoining rear lots. Utility easements along side lot lines shall be five feet wide, or a total of ten feet wide along adjoining side lots. Where a front-yard easement is needed to accommodate a transmission utility, the easement shall generally be ten feet wide. The platting authority may require wider utility easements along the rear lot lines of hillside lots. Whenever possible, utilities shall be placed in dedicated rights-of-way except where that placement conflicts with a city or state transportation project;
- T. If the subdivision is proposed to be completed in several phases, the sequence of development must be indicated;
- U. If after consultations with the director it is determined that the location of the proposed subdivision is such, the following information will be required 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 shall be indicated. Subdivisions which include areas within the tidal wave run up zone as indicated on official city maps and adopted studies shall have these areas identified and labeled "not for human occupation, tidal wave run up area";

- V. If the proposed subdivision 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: contours at five-foot vertical intervals. All pertinent elevations should be shown and shall be based on the mean sea level. Where slope exceeds twelve percent, contour lines may be shown at a suitable interval not to exceed twenty feet. 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. All vertical control shall be based upon mean high water as referenced by the National Oceanic and Atmospheric Administration Port of Valdez, sixty-one degrees eight minutes north, one hundred forty-six degrees twenty-one minutes west, North American 1927 Datum.

(Prior code § 24-11; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.08.040. Review agencies.

The commission may designate review agencies to aid in the examination of preliminary plats. Review agencies shall submit comments on the proposed subdivision in writing no later than three working days prior to the commission meeting on the preliminary plat.

(Prior code § 24-12; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.08.050. Acceptance for review.

If the preliminary plat of a subdivision meets the requirements of this title the director shall accept or reject the preliminary plat for review within five working days of submittal by the subdivider. Any rejection must be in writing and state the reasons for rejection under this title. Following acceptance by the director for review by the commission of the preliminary plat of a subdivision, the plat shall be forwarded to review agencies and commission members for review. The director will retain one copy in the official file and make available copies to the public.

(Prior code § 24-13; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.08.070. Preliminary plat approval.

- A. Review by the Director. The director shall, within thirty days of the submission of the preliminary plat, review the preliminary plat for completeness. The subdivider shall be notified, in writing, of any items that need to be added or corrected prior to submission to the platting authority for review and approval.
- B. Approval by the Commission. The commission shall, within sixty days of the acceptance by the director, approve, approve conditionally or reject the preliminary plat of a major subdivision. The subdivider shall be notified, in writing, of any conditions of approval or the reasons for rejection.
- C. General.
 1. Approval of the preliminary plat is the commission's preliminary approval of the layout shown by such plat. If the final plat conforms substantially to such 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 twelve months of preliminary plat approval. The director may grant one twelve-month extension to this deadline after a written request and justification is submitted by the subdivider.

2. If the commission does not approve, disapprove or return the plat to the applicant within sixty days, the plat is considered approved and a certificate of approval shall be issued on demand.

(Prior code § 24-15; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.08.080. Review by city engineer.

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

- 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 16.20 of this title.

(Prior code § 24-16; Ord. 93-03 § 1; Ord. 96-27 § 1; Ord. 05-11 § 3)

CHAPTER 16.12
FINAL PLATS

§ 16.12.010. Submittal.

- A. In order to insure that the final plat of a subdivision is acceptable for processing, subdividers are encouraged to submit copies to the director of community development for checking prior to formal submittal. The final plat of a subdivision and thirteen copies thereof shall be submitted to the director of community development within twelve months of approval of the preliminary plat. If an approval of the preliminary plat must be obtained from another authority subsequent to approval by the commission, the final plat shall be submitted within sixteen months of approval of the preliminary plat. No approval shall be granted until it has been certified that there is no objection to the plat by any state or federal agency authorized to review.
- B. Except for lot line adjustments, a title search showing all parties with a secured interest in the property shall be provided to the director.
(Prior code § 24-17; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.12.020. Form and contents.

- A. Form. A reproducible copy of the final plat drawn to scale with nonfading black ink on mylar material approved by the 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 twenty-four inches by thirty-six inches, or thirty inches by forty-two inches as determined after consultation with the director, with a one and a one-half inch binder border 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. Contents. 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 one foot in fifteen thousand feet (1:15,000) and shall conform, in addition to the following, to the standards established by the American Land Title Association current standards for Class A surveys and the Alaska Society of Professional Land Surveyors Standards of Practice as amended.

The final plat shall show the following:

1. The boundary of the subdivided 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 shall be shown;
4. All monuments found shall be indicated. If the monuments were reset by ties, that fact shall be stated;

5. Within the subdivision, 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. Classification and total width of each street, walkway, trail or path being dedicated,
 - c. Classification and 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, if possible, 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 five 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 registration number,
 - d. Draftperson'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 ten 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 property lies within Flood Zone A the area shall be delineated and a note shall be included on the plat, stating that "The property within Flood Zone A as identified by the Federal Emergency Management Agency shall be required to comply with Federal Regulations";
 19. If the property contains any other hazard areas these areas shall be delineated and noted as to hazard.
- C. The director shall designate the certificates required for each plat.
1. Required certificates shall be printed on the plat in a form supplied by the director.
 2. The certificate of ownership must be signed by all vested owners.
 - a. Other parties with a secured interest in the property to be subdivided or dedicated.
 - b. A standard form provided by the director may be signed and notarized, authorizing subdivision or dedication in place of signing the certificate on the plat.
 - c. Official seals of the attesting officers, of the land surveyor who prepared the plat and approval certificates from state agencies shall be placed on the plat.

(Prior code § 24-18; Ord. 05-08 § 1; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.12.030. Approval by the commission.

The commission shall approve or reject the final plat of a subdivision within thirty days of its submittal, unless the time is extended by agreement with the subdivider. The subdivider shall certify the respects in which the final plat differs from the approved preliminary plat and all modifications made to meet the conditions of approval. Reasons for a rejection shall be stated in writing to the subdivider. The original approved plat will be filed by the city at the district recorder's office. The director will retain a reproducible copy on polyester and the subdivider shall provide a copy of the approved plat in DXF or ASCII II format compatible with the Valdez computer geographic information system.

(Prior code § 24-19; Ord. 93-03 § 1; Ord. 96-27 § 1)

CHAPTER 16.16
DESIGN STANDARDS

§ 16.16.010. Conformance to standards generally.

A proposed subdivision design shall conform to the following standards:

- A. All applicable provisions of this code and any other ordinances of the city;
- B. The comprehensive development plan;
- C. The official map;
- D. The regulations of the State Department of Environmental Conservation relating to lot size and lot elevation if the subdivision is not served by a public sewer and provision for such 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 subdivision or any lot contained therein abuts on a state highway;
- F. The Valdez coastal management plan.
(Prior code § 24-20; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.020. 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 director.

(Prior code § 24-21; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.030. Design—Lot dimensions.

- A. Subject to the lot dimension and area requirements in the zoning regulations, all lots shall have the minimum dimensions required by this section.
- B. The depth of a lot shall be at least one hundred feet.
- C. The width of a corner lot shall be a minimum of seventy-five feet. Corner lots shall be designed to permit full setback on both streets as required by the applicable zoning district requirements.
- D. The width of a lot shall be at least one-third the depth of the lot.
- E. Double frontage and reversed frontage lots shall be avoided, except where necessary to provide separation of residential development from traffic arteries or to overcome specific disadvantages of topography and orientation.
- F. Where lots are created of a size larger than the minimum for the area, the commission may require that the plat be so designed as to allow for the possible future re-subdivision of such lots into the minimum size required for the area.
- G. Notwithstanding any other provision of this section, the width of the flag pole portion of a flag shaped lot shall be no less than:

1. Thirty feet when both public water and sewer systems are to serve such a residential lot;
2. Forty feet when both public water and sewer systems are to serve such a commercial or industrial lot;
3. Twenty feet when only a public water or a public sewer system are to serve such a lot;
4. Twenty feet when the lot is located in a rural area and will not be served by either public water or public sewer systems.

(Prior code § 24-22; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.040. Design—Lot lines.

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

(Prior code § 24-23; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.050. Design—Lot frontage and access.

- A. All lots shall have frontage on a publicly dedicated street or navigable water.
- B. The front lot line of a residential lot shall not abut a major street and shall not face a lot zoned or used for industrial purposes, except that an exemption may be granted in rural areas where access is limited to such streets.
- C. The total width of driveway entrances to a lot from a street shall not exceed two-fifths of the frontage of that lot on that street, unless the subdivider provides for snow storage in a manner approved by the platting authority.
- D. The frontage of a lot on a cul-de-sac bulb shall be at least thirty feet. This subsection does not apply to flag lots.
- E. All street rights-of-way shall include an open area, which may contain sidewalks, for snow storage. The open area shall extend ten feet outward from the back of the curb.
- F. No driveway shall be located closer than fifty feet from the corner of an intersection.
- G. Depth and width of properties reserved or laid out for commercial and industrial purposes shall be adequate to provide for the off-street service and parking facilities required by the type of use and development contemplated.

(Prior code § 24-24; Ord. 93-03 § 1; Ord. 96-27 § 1; Ord. 05-11 § 4)

§ 16.16.055. Design—Snow storage.

- A. Snow storage areas shall be dedicated to the city. The size of the snow storage shall be equal to one square foot for every square foot of constructed street area, including sidewalks, with a minimum street width of thirty feet. The snow storage lots shall not be located more than one thousand feet apart. The location and layout of snow storage lots shall be designated after consultation with the public works director and approved by the commission.

- B. The snow storage lots shall be cleared and graded to ensure that drainage from the snow storage lots does not adversely impact adjacent property. The final drainage plan for the snow storage lots shall be approved by the city engineer.

(Ord. 96-27 § 1)

§ 16.16.060. Design—Reserve strips.

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

(Prior code § 24-25; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.070. 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 subdivider shall demonstrate to the satisfaction of the platting authority, that the design is specifically adapted to the proposed development and that the design takes into account other development in the vicinity and does not increase hazards to other areas.
- B. The commission 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.
- C. Subdivision design shall take into consideration known areas susceptible to geophysical hazards including but not limited to landslide, mud and earth flow, soil creep, soil liquefaction, avalanche chutes, run-outs, or wind blast. Subdivisions which include areas within the tidal wave run up zone as indicated on official city maps and adopted studies shall have these areas identified and labeled "not for human occupation, tidal wave run up area."
- D. The commission 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. Subject to subsection B of this section, the width of the easement shall be that which the platting authority or the director, as the authority applies, finds necessary to provide access to widen, deepen, slope, improve and maintain the stream, and to protect the stream and adjacent property from soil erosion, flooding, water pollution, and destruction of fish and wildlife habitat.
- E. All stream maintenance and protection easements shall be at least twenty-five feet wide on either side of the stream, measured landward from the ordinary high water mark.
- F. Within a stream maintenance and protection easement, all structures shall be readily movable or temporary.

(Prior code § 24-26; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.080. Design—Phasing schedule.

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

(Prior code § 24-27; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.090. Design—Block arrangement.

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

(Prior code § 24-28; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.100. 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 such 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 commission may require that adjacent collector or minor streets be provided.
- C. The rights-of-way of all streets shall be of the width specified on the official map or comprehensive plan or, if no width is specified there, they shall be not less than the width specified below, unless necessitated by unusual topographic, physical or design features.

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

(Prior code § 24-29; Ord. 93-03 § 1; Ord. 96-27 § 1; Ord. 05-11 §§ 5, 6)

§ 16.16.110. Design—Street grades.

- A. Streets shall be arranged properly 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 and such minimum shall not be permitted for distances greater than six hundred feet.
- B. Cul-de-sac turnaround grades shall not exceed five percent.
- C. Major and collector street grades shall not exceed six percent unless necessitated by exceptional topography and approved by the commission. Minor street grades proving

access to steep lots shall not exceed eight percent. Any street grade exceeding six percent shall be on a straight alignment no more than one hundred feet long; provided, that the commission may allow the grade to be longer where required by topographic conditions and consistent with sound design principles.

(Prior code § 24-30; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.120. Design—Street alignment.

- A. Collector streets shall be aligned to continue existing streets from adjoining areas into the proposed subdivision. Local streets shall be aligned to discourage their use by 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. The minimizing of potential wind damage and snow removal shall be considered in aligning streets.

(Prior code § 24-31; Ord. 93-03 § 1; Ord. 96-27 § 1; Ord. 05-11 § 7)

§ 16.16.130. Design—Street intersections.

Streets shall intersect at or as near as feasible to a ninety-degree angle and in no event less than a seventy-five-degree angle. The distance between intersection centerlines shall be at least one hundred fifty feet. Corner roundings at intersections shall have a minimum radius of twenty feet. A minimum sight distance shall conform with AASHTO policy for geometric design or highway and streets, with clear visibility, measured along the centerline of the street, shall be provided for at least three hundred feet on major streets, two hundred feet for collector streets and one hundred feet on minor streets. Pedestrian crosswalks not less than fifteen feet wide may be required by the commission where deemed desirable to provide convenient pedestrian circulation or access to schools, playgrounds, shopping areas, transportation and other community facilities.

(Prior code § 24-32; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.140. Design—Culs-de-sac.

Where topography and traffic circulation permit, the length of a cul-de-sac shall not exceed nine hundred 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. A cul-de-sac shall terminate with a turnaround having a minimum radius of the right-of-way of fifty feet, and forty-one and one-half feet back of curb for constructed streets. In rural residential subdivisions, the minimum radius shall be eighty feet.

(Prior code § 24-33; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.150. Design—Street names.

New street names shall not duplicate the names of existing streets, but streets that are continuations of others already in existence and named shall bear the name of the existing streets.

(Prior code § 24-34; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.160. Design—Street addresses.

- A. The 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.
- B. The director may establish uniform street address numbering procedures.
(Prior code § 24-35; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.170. Design—Geometric and profiles.

In addition to the requirements below, the provisions of Chapter 12.04 and Section 16.16.180 apply. Detailed requirements for current construction materials and methods are available from the director.

- A. Horizontal Curves. Changes in horizontal alignment of roads shall be made through the use of horizontal circular curves. The radii of such curves shall not be less than:
1. Major streets, eight hundred feet;
 2. Collector street, six hundred feet;
 3. Minor street, one hundred fifty feet.
- B. Compound curves and broken-back curves should not be used. Reverse curves should have an intermediate tangent of one hundred feet or more unless the curve radii are three hundred feet or more.
- C. Cross Slopes. The minimum road cross slope shall not be less than two percent.
- D. Superelevations shall be installed in accordance with the AASHTO policy on geometric design of highways and streets. The maximum superelevation allowed is six percent.
(Prior code § 24-36; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.180. Engineering and design criteria.

- A. Dedicated streets in any residential subdivision within any service area of the city shall receive street maintenance and snow removal only if all of the streets located within such subdivision are dedicated to public use and meet the engineering and design criteria set by the planning and zoning commission. In determining the engineering and design criteria to be applied to such subdivision the planning and zoning commission 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 such streets to higher engineering and design criteria as compared to the benefits derived from such higher criteria.
- The acceptable criteria are set forth in Exhibit A, and the planning and zoning commission shall specify Type I, II or III, or a combination thereof. The planning and zoning commission 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 planning and zoning commission will not be accepted.
- C. The criteria and requirements referred to in subsection A of this section shall be determined by the planning and zoning commission prior to final approval of a subdivision plat and shall be noted on the face of the plat.
- D. The city or any property owner within the city may appeal to the city council from the criteria determined by the planning and zoning commission by giving written notice of the appeal, stating the reasons therefor, to the city clerk within thirty days from the determination.
- E. The planning and zoning commission shall determine criteria and requirements for subdivisions presently in existence, but which have streets not in conformance with street design requirements presently existing under this title. The commission shall require streets of Type I, II or III, or a combination thereof, together with such additional requirements as the commission may deem to be in the public interest. For any particular street in a subdivision which the commission determines may be a Type III street, and which presently is constructed in accord with Type III standards except that its width is between twenty-four and thirty feet, the commission, in its discretion, may approve a road width of not less than twenty-four feet. These criteria and requirements shall be set within ninety days after the effective date of the ordinance from which this section is derived, after twenty days' notice to property owners of record in the subject subdivision. No determination of criteria and requirements need be made for existing subdivisions in which all streets meet Type I or II standards.

(Prior code § 23-5; Ord. 93-03 § 1; Ord. 96-27 § 1)

CHAPTER 16.20
IMPROVEMENTS

§ 16.20.010. Monuments.

- A. Angle Points. All exterior angle points in the subdivision shall be marked with primary monuments permanently set as follows:
1. If not located within roadways or walkways, flush to the surface or protruding no more than four inches above ground level;
 2. If located within walkways, roadways or snow storage areas at least six inches below the surface in a survey box;
 3. 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,
 - e. Horizontal control in accordance with the Alaska State Plane Coordinate System.
- B. All primary monuments shall be referenced by two secondary monuments. The secondary monuments shall be in a single line, preferably along a surveyed or boundary line.
- C. 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.
- D. 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 thirty 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.

E. 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 thirty inches below the surface.
3. Plastic stakes specifically designed for survey purposes are allowable if they meet penetration requirements and are detectable by commonly used metal detectors.
4. In areas where secondary monuments are located on rock outcrop or concrete surfaces, the procedure for primary monuments shall be followed.

F. Reference Monuments.

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.

G. Monument material requirements are minimum standards. Other materials of equal or higher quality approved by the city engineer shall be allowed.

(Prior code § 24-37; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.20.020. Required facilities.

Where applicable, before the final plat of a subdivision may be considered for approval, the subdivider shall provide and dedicate the following facilities and improvements according to standards established by the city. The subdivider shall provide to the city engineer certified by an engineer licensed in Alaska as-built drawings of the improvements. Facilities and improvements shall be installed within the time required by the city, but in no event to exceed two years.

- A. Water and Sewer. Water and sanitary sewer mains, lift stations and laterals to the lot lines in those cases where the subdivision is within two hundred feet of land served by water and sewer.

- B. Streets. All new streets graded and surfaced with paving, and additional right-of-way along existing streets in conformity with the established street width map of the city. Except for cul-de-sacs and street boulevards for center strip drainage, no required dedication shall exceed one hundred feet of width. Where principal thoroughfares lie within the plat, the subdivider shall not be required to provide improvements in excess of those normally required to serve the development itself. The commission may waive the requirement for paving where the subdivision is located 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 manner. 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 in order to prevent erosion.
- F. Snow Storage. Snow storage shall be provided per Section 16.16.055 and dedicated 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.

(Prior code § 24-38; Ord. 93-03 § 1; Ord. 96-27 § 1; Ord. 03-13 § 1)

§ 16.20.030. Bond required.

In the event the facilities and improvements required by this chapter have not been fully installed at the time the plat of a subdivision is submitted for final approval; the subdivider shall file with the director a surety bond executed by the subdivider as principal and a responsible bonding company duly licensed and authorized to do business in the state of Alaska as surety; payable to the city and conditioned upon the faithful performance and payment of all work to be performed by the subdivider pursuant to this title; or any other satisfactory financial guarantee for this purpose. Such bond or other financial guarantee shall be approved by the city attorney and shall be of an amount determined by the city engineer to cover the cost of completing such facilities and improvements.

(Prior code § 24-39; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.20.040. 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.

(Prior code § 24-40; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.20.050. Development in stages.

In instances where in the determination of the commission that the whole of a platted subdivision cannot immediately be fully improved with respect to the installation of all required facilities

and street improvements, for good reason or cause, the commission may authorize the subdivider to proceed with the installation of improvements required under this title on a portion or part of such subdivision. in such event the requirements of this title shall apply to that portion or part thereof authorized for immediate improvement.

(Prior code § 24-41; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.20.060. Dedication of facilities.

All facilities and improvements installed prior to the final approval of the plat of a subdivision 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.

(Prior code § 24-42; Ord. 93-03 § 1; Ord. 96-27 § 1)

CHAPTER 16.24
PUBLIC SITES AND OPEN SPACES

§ 16.24.010. Purpose.

In order that adequate open spaces and sites for public uses may be properly located and preserved as the community develops, and in order that the cost of providing the public school, park and recreation sites and facilities necessary to serve the additional families brought into the community by subdivision development may be most equitably apportioned on the basis of the additional need created by the individual subdivision development, the provisions of this chapter are established.

(Prior code § 24-43; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.24.020. Reservation of potential sites.

- A. **Design Consideration.** In the design of the plat of a subdivision, consideration shall be given to the adequate provision or correlation with such public sites or open areas as indicated on the comprehensive development plan of the city or as determined by the commission as being required. Special, natural or man-made features of historical significance in a proposed subdivision which enhance or have unique value to the community may be set aside in a reserve tract for acquisition or voluntarily dedicated to the public.
 - B. **Reservation May Be Required.** Where it is determined by the commission that a portion of the plat is required for such public sites or open spaces, the subdivider may be required to reserve such 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 director containing 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 amount of land to be provided shall be an amount of land up to five percent of the net residential lot area created by the subdivision.
 - D. **Exemptions.** The commission may waive the dedication in the case of rural large lot subdivisions or where the division results in the creation of not 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.
- (Prior code § 24-44; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.24.030. Excessive street dedication.

In the case of major thoroughfares lying within the plat of a subdivision, the subdivider may dedicate the width in excess of that required by this title and receive credit towards areas required

under this chapter.

(Prior code § 24-45; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.24.040. Determination of feasibility.

The determination as to the feasibility of dedication shall be made by the platting authority.

(Prior code § 24-46; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.24.050. Dedication—Streets.

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

(Prior code § 24-47; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.24.060. Dedication—Walkways, trails and paths.

The platting authority may require the dedication of pedestrian walkways or nonmotorized vehicle trails and paths where it finds they are necessary for convenient circulation or to protect pedestrians, bicycles, snow machines or other traffic from hazardous motorized vehicle traffic.

The minimum width of a dedication shall be ten feet. The platting authority may require the dedication of pedestrian walkways and/or nonmotorized vehicle trails and paths to provide public access to any stream, lake or ocean if the subdivision is adjacent to any.

(Prior code § 24-48; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.24.070. Dedication—Utility easements.

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

(Prior code § 24-49; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.24.080. Dedication—Snow storage.

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

(Ord. 96-27 § 1)

CHAPTER 16.28
OTHER LAND DIVISIONS

§ 16.28.010. Preliminary plat.

Before submitting a final plat of a land division other than a subdivision for approval or recording, the subdivider shall submit a preliminary plat according to the procedure designated for a subdivision under this title.

(Prior code § 24-50; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.28.020. Final plat.

The final plat of a land division other than a subdivision, in the form of a certified survey map, shall be submitted according to the procedure designated for a subdivision under this chapter, and if the platting does not involve the creation of additional new streets the approval of the commission shall be required. Six copies of the final plat shall be submitted.

(Prior code § 24-51; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.28.030. Right-of-way acquisition plats.

- A. A plat for a subdivision created, a government agency's acquisition of a street right-of-way, airport, highway right-of-way or airport parcel, or for other public purposes is subject to approval under this section only and is not subject to any other approval procedure for plats under this title, except where hereinafter stated. Certain provisions of this section may also apply to other parties who volunteer a formal dedication of rights-of-way to the public.
- B. Submission Requirements. A government right-of-way acquisition plat submitted under this section must contain the following information:
 - 1. The location, name and number of the project for which the acquisition is required;
 - 2. The proposed timetable for acquisition and construction;
 - 3. The dimensions and area of the parcels to be acquired and of each remainder parcel;
 - 4. The names of the property owners identified by parcel.
- C. Review and Approval Procedures. The director, or their designee, shall review the preliminary right-of-way acquisition plat for completeness prior to consideration by the commission. If the plat does not meet the requirements of this section it shall be returned to the submitting agency with an explanation of the deficiencies.
 - 1. The preliminary approval of a right-of-way acquisition plat is effective for twenty-four months, provided the director may grant an extension for filing the final plat upon the finding that it is in the public interest to do so.
 - 2. No parcel, other than a parcel of record, may be acquired for right-of-way purposes until a preliminary plat of the parcel has received final approval.
- D. Survey and Monumentation. Unless otherwise agreed to in writing by the commission, all monumentation, remonumentation, right-of-way alignment and reconstruction and other requirements of the commission or of this title must be met before approval of the final plat unless it is clearly impractical or legally impossible to accomplish prior to final plat

approval. Any action required as a condition of final plat approval but not to be accomplished prior to such approval must be completed under such terms and conditions as are set out in writing by the commission.

- E. Remainder Parcels. No remainder parcel resulting from the right-of-way acquisition plat shall be allowed which does not conform to applicable city codes unless a note is placed on the plat indicating that damages have been paid to the owner of the remainder and that the nonconforming remainder cannot be developed without first being replatted so as to conform to applicable city codes.

(Prior code § 24-52; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.28.040. Standards and requirements generally.

- A. Reasonable Compliance. To the extent reasonably practicable, the plat of a land division other than a subdivision shall comply with the provisions of this title relating to general requirements and design standards and required improvements of subdivisions.
- B. Registered Survey. The survey shall be performed and the map prepared by a surveyor registered in Alaska. Such map shall describe the entire ownership involved in the process of division; provided, that where the division results in a residual parcel in excess of ten acres, not intended for immediate sale or other conveyance, the commission may waive the requirement for inclusion of the residual parcel. In this event, a supplementary map of reasonable accuracy shall be attached showing the relationship to the original ownership of the parcel being severed.
- C. Monuments. All corners shall be permanently monumented.
- D. Drafting Standards. The final plat shall be clearly and legibly drawn in nonfading black ink, on mylar. The size of the map shall not be less than twenty-four inches by thirty-six inches. The map of a subdivision containing six acres or less shall be drawn at a scale of one inch equals fifty feet. All other subdivisions shall be drawn at a scale of one inch equals one hundred feet, unless otherwise required by the commission.
- E. Percolation Tests. If any lots in the plat are not to be served by sanitary sewer, percolation tests shall be submitted according to the procedure designated under the rules of the State Department of Environmental Conservation applicable to subdivisions. All State Department of Environmental Conservation regulations for subdivisions are applicable where sanitary sewers are not used.

(Prior code § 24-53; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.28.050. Certificates and affidavits required.

- A. Owners and Surveyors. The map of a land division other than a subdivision shall include the certificate of ownership and the affidavit of the surveyor who surveyed and mapped the parcel, typed, lettered or reproduced legibly with nonfading black ink, giving a clear and concise description of the land surveyed by bearings and distances, commencing with some corner marked and established in the U.S. public land survey or some corner providing reference to a corner marked and established in the U.S. public land survey. Such affidavit shall include the statement of the surveyor to the effect that they has fully complied with the requirements of this section. Every plat, subdivision or dedication shall show the initial point of survey, the basis of bearing original or re-established corners, with description of

them, referencing the recorded distance and bearings and the source of record and actual traverse showing area of closure and all measured, calculated and recorded distances required to determine initial point, corners and distances of the plat.

- B. Certificate of Approval. Certificates of approval, as required, shall be typed, lettered or reproduced legibly with nonfading black ink on the face of the map.

(Prior code § 24-54; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.28.060. Recordation.

Following approval of the final plat of a land division other than a subdivision the certified survey map shall be filed by the subdivider for recording with the city clerk.

(Prior code § 24-55; Ord. 93-03 § 1; Ord. 96-27 § 1)



Valdez Municipal Code
Proposed Title 16 Revision
Subdivision Code

FINAL DRAFT

APRIL 10, 2026

1	Title 16 Subdivisions	
2	Chapter 16.04 GENERAL PROVISIONS.....	4
3	16.04.010 Purpose—General standards for plat approval.....	4
4	16.04.020 Review matrix.....	5
5	16.04.030 Definitions.	7
6	16.04.040 Applicability.	10
7	16.04.050 Sale of land prior to compliance with this title prohibited.	10
8	16.04.060 Compliance with title required prior to issuance of permits.....	10
9	16.04.070 Appeals.....	10
10	16.04.080 Fees.	11
11	16.04.090 Notification requirements.....	11
12	Chapter 16.08 PRELIMINARY PLATS.....	12
13	16.08.010 Pre-application meeting.....	12
14	16.08.020 Preliminary plat required.	13
15	16.08.030 Form and contents.	13
16	16.08.040 Acceptance for review.....	16
17	16.08.050 Review agencies.	16
18	16.08.060 Preliminary plat approval.....	16
19	16.08.070 Review by city engineer.....	17
20	16.08.080 Right-of-way acquisition plats.	17
21	Chapter 16.12 FINAL PLATS.....	19
22	16.12.010 Submittal.	19
23	16.12.020 Form and content.....	19
24	16.12.030 Procedure when final plat conforms to approved preliminary plat.	23
25	16.12.040 Procedure when final plat differs from approved preliminary plat.	23
26	Chapter 16.16 VARIANCES	24
27	16.16.010 Purpose.	24

28	16.16.020	Approval criteria.....	24
29	16.16.030	Review procedure.	24
30	16.16.040	Platting authority action.....	25
31	16.16.050	Form and content.....	26
32	Chapter 16.20	PUBLIC WAY VACATIONS	27
33	16.20.010	Purpose.	27
34	16.20.020	Vacation initiation.	27
35	16.20.030	Review procedure.	28
36	16.20.040	Decision-making responsibility.....	29
37	16.20.050	Platting authority review.	29
38	16.20.060	Title to vacated area.....	30
39	16.20.070	Appeals.....	30
40	Chapter 16.24	DESIGN STANDARDS.....	31
41	16.24.010	Conformance to standards generally.	32
42	16.24.020	Design—Lot layout.	32
43	16.24.030	Design—Lot dimensions.....	32
44	16.24.040	Design—Lot lines.....	33
45	16.24.050	Design—Lot frontage and access.....	33
46	16.24.060	Design—Snow storage.	33
47	16.24.070	Design—Reserve strips.....	33
48	16.24.080	Design—Hazardous areas.	34
49	16.24.090	Design—Phasing schedule.	34
50	16.24.100	Design—Block arrangement.	35
51	16.24.110	Streets—General design considerations.....	35
52	16.24.120	Design—Street grades.....	36
53	16.24.130	Design—Street alignment.	36
54	16.24.140	Design—Street intersections.....	36
55	16.24.150	Design—Cul-de-sac.	37

56	16.24.160	Design—Street names.....	37
57	16.24.170	Design—Street addresses.	37
58	16.24.180	Design—Geometric and profiles.	37
59	16.24.190	Design—Planned Unit Developments (PUDs).....	38
60	16.24.200	Engineering and design criteria.....	38
61	Chapter 16.28 IMPROVEMENTS.....		40
62	16.28.010	Monuments.....	40
63	16.28.020	Required facilities.....	42
64	16.28.030	Bond required.	43
65	16.28.040	Approval of city engineer.	44
66	16.28.050	Development in phases.....	44
67	16.28.060	Dedication of facilities.....	44
68	Chapter 16.32 PUBLIC SITES AND OPEN SPACES		45
69	16.32.010	Purpose.	45
70	16.32.020	Reservation of potential sites.....	45
71	16.32.030	Excessive street dedication.	46
72	16.32.040	Determination of feasibility.....	46
73	16.32.050	Dedication—Streets.	46
74	16.32.060	Dedication—Walkways, trails and paths.....	46
75	16.32.070	Dedication—Utility easements.	46
76	16.32.080	Dedication—Snow storage.....	46
77			

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.

A. 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.

1. “Major streets” means a roadway which serves as the primary artery of through traffic movement.

2. “Collector streets” means a street designed and intended to carry traffic from residential street systems to arterial street systems or state highways.

3. “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.

1. “Major plat” is the creation of more than two lots.

2. “Minor plat” is the creation of no more than two lots, or the elimination/modification of a single lot line, provided the plat does not include:

a. Dedication of right-of-way;

b. Vacation of public right-of-way or easement;

c. Public improvements;

d. 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, except as provided in subsection B of this section, 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.

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.

16.04.080 Fees.

The city council may adopt by resolution a fee schedule for all actions, reviews and approvals under this title that shall be paid by the applicant for the specific requests/applications.

16.04.090 Notification requirements.

A. Notification. Notices required by this title shall include the date, time and location of the hearing, as well as the description of the action requested and the property for which the action has been requested. The names of the property owners and the parties filing the application shall also be included. The following notices shall be given:

1. Published Notices. The notice shall be published on the City of Valdez website in a designated section with reasonable navigation links thereto. At least 14 days before the public hearing or community development director decision, the city clerk shall provide notice to local media outlets to the extent deemed reasonable by the city clerk and post on the city website a notice of hearing.

2. Mail Notices. For major plats, notice shall be sent by mail at least 14 days prior to the public hearing to each owner of property within a distance of 300 feet of the exterior boundary of the lot or parcel of land described in the application for the requested action.

3. Site Postings. For all plats, the community development department staff shall post the property with a document holder containing public notice flyers on a public roadway that abuts the property at least 14 days before the scheduled hearing. The flyers shall list the date, time and location of the hearing and summarize the application request. The following exemptions shall apply to site posting standards:

a. Non-Roadway Accessible Land. Site posting is not required where the parcel(s) subject of the application does not abut a public roadway (e.g., land only accessible by water or access easements).

B. Consideration of Testimony. The platting authority shall consider testimony or written communication from any interested person.

C. Notice of Decision. Notice of decision shall be sent within 10 days following a decision of the platting authority to interested parties who have provided verbal testimony or written comment on any request for preliminary plat approval.

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.

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;

320 G. The location and names of adjacent subdivisions and the owners of adjoining parcels of
321 unsubdivided land;

322 H. Zoning on and adjacent to the plat;

323 I. Location, widths and names of all existing and platted streets, or other public ways and
324 easements, and utility rights-of-way, parks, cemeteries, watercourses, drainage ditches,
325 permanent buildings, bridges and other pertinent data as determined by the community
326 development director;

327 ;

328 J. If the plat borders a waterbody, the distances and bearing on a meander line established at
329 the mean high-water mark of tidally influenced bodies of water and at the ordinary high-water
330 mark of navigable streams, river, creeks, and lakes;

331 K. Areas designated as wetlands by the United States Corps of Engineers or in adopted city
332 plans or studies;

333 L. The layout, width and approximate grades of all new streets and rights-of-way, such as
334 highways, easements for sewers, water mains and other public utilities;

335 M. The direction and distance to the nearest water and sewer mains;

336 N. The approximate dimensions and areas of lots;

337 O. If not served by public utilities, the buildable area for each lot;

338 P. Where a proposed subdivision will not be served by the City of Valdez sewer system, the
339 preliminary plat shall identify the proposed method of wastewater disposal and demonstrate
340 that each lot contains sufficient area to accommodate an onsite wastewater disposal system
341 and a replacement system in accordance with the requirements of the State of Alaska,
342 Department of Environmental Conservation.

343 Q. The approximate radii of all curves and length of the tangent between curves;

344 R. The area of property proposed to be dedicated for public use or to be reserved by deed
345 covenant for use of all property owners in the subdivision with the conditions, if any, of the
346 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 liquefaction, 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 & 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%, 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.

435 B. Submission Requirements. A government right-of-way acquisition plat submitted under this
436 section shall be reviewed by the community development director as a minor plat and must
437 contain the following information:

438 1. The plat shall describe the entire ownership involved where the division results in a
439 remainder parcel in excess of 10 acres, not intended for immediate sale or other conveyance.
440 The platting authority may waive the requirement for inclusion of the remainder parcel.

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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

470 exceed the latest accuracy standards for property surveys as established by the National Society
471 of Professional Surveyors (NSPS).

472 The final plat shall show the following:

- 473 1. The boundary of the platted area showing clearly what stakes, monuments, or other
474 evidence were found or established on the ground to determine the boundary of the
475 subdivision;
- 476 2. Bearing and distance to all monuments used to locate the subdivision boundary;
- 477 3. The basis of bearing and its source shall be shown;
- 478 4. All monuments found shall be indicated. If the monuments were reset by ties, that fact
479 shall be stated;
- 480 5. The plat shall show the following:
 - 481 a. Centerlines of all streets:
 - 482 i. Tangents, lengths and bearings;
 - 483 ii. Curve radii of all curves, curve data which may be in tabular form and include
484 central angles, lengths, radii, and arc and chord bearings;
 - 485 iii. Central or deflection angles of all curves;
 - 486 iv. Arc lengths of all curves;
 - 487 b. Total width of each street, walkway, trail or path being dedicated;
 - 488 c. Width of any existing dedication;
 - 489 d. Width of portions of streets each side of the centerline;
 - 490 e. Width of the following rights-of-way:
 - 491 i. Patent reserves;
 - 492 ii. Section line easements;
 - 493 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 five 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% 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.

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 accordance is 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

633 planning and zoning commission shall state its findings and the specific reasons for its action on
634 the request for a variance and shall also record its action in a Notice of Decision.

635 | **16.16.050 Form and content.**

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

637 A. Application and Fee(s). Applicants shall provide a complete application and pay fees as set
638 out in Section 16.04.080 at the time of application filing. Additional expenses incurred by the
639 city that are associated with the review may be paid at a later date, but prior to action being
640 taken on the application.

641 B. An application for platting variance shall include:

642 1. Legal description of all property(s) subject to the variance;

643 2. A preliminary plat in accordance with Section 16.08.030, Form and contents, prepared
644 by a land surveyor registered in the State of Alaska;

645 3. A written explanation of the conditions, facts and reasons why a variance should be
646 granted and how the variance complies with Section 16.16.020, Approval criteria;

647 4. Technical studies. The applicant may be required to submit technical studies at the
648 discretion of the community development director to demonstrate compliance with the
649 variance approval criteria. These may include, but are not limited to, traffic studies, drainage
650 studies and visual impact studies.



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;

- 678 2. A filing fee, in the amount set out in Section 16.04.080, and the recording fees;
- 679 3. For vacation of a utility easement, proof of written notice to and any response from
680 public utility authorized to use the easement;
- 681 4. For vacation of a drainage easement, a written statement of approval from the city
682 engineer;
- 683 5. Any statements containing the reasons in support of the vacation.

684 | **16.20.030 Review procedure.**

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

686 A. Initial Submittal and Completeness Review. Upon receipt of an application submittal, the
687 community development department shall review the submittal for completeness. Where the
688 submittal lacks the required information, the department shall cease its review and notify the
689 applicant of deficient information/items. After the applicant addresses the deficient items, the
690 community development department may restart its review. The department shall provide
691 written comments to the applicant detailing elements of the application that do not comply
692 with regulations and policies.

693 B. After determining the application is complete, the department shall provide public notice
694 pursuant to Section 16.04.090.

695 C. The community development director shall conduct a review of the application's consistency
696 with the approval criteria. The community development director may circulate the application
697 to other city departments and public or private entities for comment.

698 D. The capital facilities director shall review the application and present written comments,
699 including recommended conditions of approval, to the community development director.

700 E. Staff Report. The community development director shall write a staff report that:

- 701 1. Summarizes the proposed vacation in terms of location;
- 702 2. Provides findings related to the vacation approval criteria in Section 16.20.050;
- 703 3. Provides a recommendation to approve, approve with conditions, or deny the request.

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

706 **16.20.040 Decision-making responsibility.**

707 A. The community development director is the platting authority for applications to vacate the
708 following platted interests:

- 709 1. Drainage easements;
- 710 2. Maintenance easements;
- 711 3. Public utility easements;
- 712 4. Private easements, but only upon the written concurrence of the beneficiaries;
- 713 5. Relocation of any of the above-described interests.

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

720 **16.20.050 Platting authority review.**

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

723 A. The platting authority may recommend the approval of a vacation only if it finds that all the
724 following criteria have been met:

- 725 1. Criterion 1: The area proposed to be vacated is not a right-of-way acquired under
726 the former 43 U.S.C. 932 (RS 2477 right-of-way) unless the application is at the
727 request of an approved vacation of an existing RS 2477 right-of-way by the Alaska
728 Department of Transportation and Public Facilities or the Alaska Department of
729 Natural Resources;
- 730 2. Criterion 2: There is not any current or anticipated future public purpose to retain
731 the area proposed to be vacated;

- 732 3. Criterion 3: The proposed vacation will not have a detrimental effect on the adjacent
733 property or on the neighborhood;
- 734 4. Criterion 4: The proposed vacation is in the best interest of the public;
- 735 5. Criterion 5: The proposed vacation involving a section line easement demonstrates it
736 is in the public interest and there is a reasonably comparable or better alternate
737 means of access.

738 B. The platting authority shall take action on the vacation application within 60 days after the
739 submittal date. The reasons for the decision on the vacation shall be stated in the case record
740 and recorded on a form approved by the Community Development Director.

741 C. Approval Period. The approval of a vacation expires 18 months after the date of approval.
742 The city council may grant one extension of up to 18 months to this deadline after a written
743 request and justification is submitted by the applicant.

744 **16.20.060 Title to vacated area.**

745 A. The title to the right-of-way, public area or easement shall be in accordance with Alaska
746 Statute 29.40.160.

747 B. If the city acquired the right-of-way or other public area vacated by means other than as a
748 platting requirement, the fair market value of the area shall be deposited with the city upon
749 final vacation.

750 **16.20.070 Appeals.**

751 A. For vacations where the community development director is the platting authority, the
752 decision on the vacation is final and may be appealed to the planning and zoning commission.

753 B. For vacations where the city council is the platting authority, the decision on a vacation is
754 final and may be appealed to superior court or a court of competency.

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.

D. 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.

E. 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

Street	Right-of-Way (feet)
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%. 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 fire code in VMC Title 8. 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.

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 is 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.

- 972 D. The city or any person may appeal to the city council in accordance with Section 16.04.070.
- 973 E. The platting authority shall determine criteria and requirements for existing subdivisions
- 974 which have streets not in conformance with design requirements presently existing under this
- 975 title. When in the public interest, the platting authority may require additional improvements
- 976 for streets.

DRAFT

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;

- 1003 d. Exact transit point;
- 1004 B. All other corners shall be monumented with secondary monuments permanently set:
- 1005 1. Flush to the surface; or
- 1006 2. Protruding no more than four inches above the surface; and
- 1007 3. Stamped with the following information:
- 1008 a. Location and identification;
- 1009 b. Surveyor's license number;
- 1010 c. Year set.
- 1011 C. Monument Material. The following monument material or equal shall be employed in the
- 1012 survey:
- 1013 1. Primary Monuments. Alloyed iron pipe, zinc coated or aluminum pipe.
- 1014 a. Outside diameter, two-inch or larger;
- 1015 b. Cut in 30-inch lengths;
- 1016 c. One end of the pipe shall be split for several inches and the two halves
- 1017 spread to form flanges or a commercially manufactured foot attached.
- 1018 2. A brass or aluminum cap, two and one-half inches or larger in diameter shall be
- 1019 securely attached to the other end by mechanical means.
- 1020 3. If aluminum pipe is used, the monument must contain a magnetic insert as an
- 1021 integral part of its composition.
- 1022 4. In areas where primary monuments are located on rock outcrops or concrete
- 1023 surfaces, a brass or aluminum tablet two and one-half inch diameter with a one-half
- 1024 inch diameter stem shall be cemented into a drilled hole. The tablet shall be flush with
- 1025 the surrounding surface. The tablet shall include a magnetic insert as an integral part of
- 1026 its composition.
- 1027 D. Secondary Monuments.

- 1028 1. Cap one and one-half inch or larger secured by friction fit or mechanical means to
1029 five-eighths inch steel rebar or other ferrous metal rod.
- 1030 2. The rods shall penetrate a minimum of 30 inches below the surface.
- 1031 4. In areas where secondary monuments are located on rock outcrop or concrete
1032 surfaces, the procedure for primary monuments shall be followed.
- 1033 E. Reference Monuments. Reference monuments may used when the actual corner location
1034 cannot be set or if required for other reasons.
- 1035 1. Minimum requirements are the same as those for secondary monuments.
- 1036 2. All reference caps will be marked with the following information:
- 1037 a. Distance to monument;
- 1038 b. Surveyor's license number;
- 1039 c. Designation of and an arrow pointing to the referenced "corner";
- 1040 d. Date set.
- 1041 3. Witness corners shall be used when the actual location of the corner cannot be set
1042 and shall meet the following:
- 1043 a. Witness distance shall be shown on the plat, from the existing monument, as
1044 set, to the true corner position.
- 1045 b. Witness corners shall be set on the property line at a distance considered
1046 reasonable and practical from the true corner point.
- 1047 F. Monument material requirements are minimum standards. Other materials of equal or
1048 higher quality approved by the city engineer shall be allowed.
- 1049 G. The Community Development Director may approve the use of monuments other than
1050 required by this section when warranted by specific field conditions.

1051 **16.28.020 Required facilities.**

1052 Where applicable, before the final plat may be considered for approval, the applicant shall
1053 provide and dedicate the following facilities and improvements in accordance with the City of

1054 Valdez Standard Specifications document. The applicant shall provide to the city engineer, as-
1055 built drawings of the improvements certified by a licensed engineer in the State of Alaska.
1056 Facilities and improvements shall be installed within 24 months.

1057 A. Water and Sewer. Water and sanitary sewer mains, lift stations and laterals to the lot lines
1058 where the subdivision is within 200 feet of land served by water and sewer.

1059 B. Streets. All new streets, and additional right-of-way along existing streets, shall conform
1060 with Section 16.24.110. No required dedication shall exceed 100 feet of width except for cul-de-
1061 sacs and street boulevards for center strip drainage. Where collector and major streets lie
1062 within the plat, the applicant shall not be required to provide improvements in excess of those
1063 normally required to serve the development itself. The platting authority may waive the
1064 requirement for paving where the subdivision is in a rural area.

1065 C. Stormwater Mains. Stormwater mains shall be provided as deemed necessary by the city
1066 engineer.

1067 D. Surface Drainage. Curb and gutter or other adequate facilities to provide surface water
1068 drainage as deemed necessary by the city engineer.

1069 E. Erosion Control. All open cuts of ground shall be returned in a satisfactory condition as
1070 determined by the city engineer. Seeding shall be provided for any open cut subject to
1071 excessive erosion. Barriers shall be placed at intervals and at right angles to the flow of water to
1072 prevent erosion.

1073 F. Snow Storage. Snow storage shall be provided per Section 16.24.060 on property that has
1074 been deeded to the city.

1075 G. Street Signs. Street signs indicating street name, speed limits and other appropriate
1076 notification shall be provided as deemed necessary by the city engineer and community
1077 development department.

1078 H. Street Lights. Street lights illuminating intersections and lengths of street shall be provided
1079 as deemed necessary by the city engineer.

1080 **16.28.030 Bond required.**

1081 When facilities and improvements required by this chapter have not been fully installed at the
1082 time the plat is submitted for final approval, the applicant shall file with the community
1083 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.

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.



Legislation Text

File #: 26-0152, **Version:** 1

ITEM TITLE:

Approval of Recommendation to City Council to Repeal and Reenact Title 16 of the Valdez Municipal Code Titled Subdivisions

SUBMITTED BY: Kate Huber, Community Development Director

FISCAL NOTES:

Expenditure Required: n/a

Unencumbered Balance: n/a

Funding Source: n/a

RECOMMENDATION:

Approve recommendation to City Council to repeal and reenact Title 16 of the Valdez Municipal Code Titled Subdivisions

SUMMARY STATEMENT:

Plan Valdez, the 2021 Valdez Comprehensive Plan identified the revision of the Title 17 Zoning Code and the Title 16 Subdivision code as high priority action items. Following adoption of the comp plan, Community Development Department staff completed a full revision of the Title 17 Zoning Code which was adopted by City Council in 2024. In 2025, Community Development staff joined with a consultant team from R&M Consultants in Anchorage to revise Title 16.

The goals identified for the code revision project were as follows:

- Bring Title 16 into conformance with the comprehensive plan and the revised Title 17
- Balance individual property rights with the community vision and goals
- Address unique characteristics of Valdez, including provisions for required snow storage dedications
- Increase ease of code administration and refine procedures
- Incorporate easy to understand language

On May 7, 2025, The Valdez City Council and Planning & Zoning Commission held a joint work session to learn more about the code revision project and provide input to guide the project team.

After completing the first draft of the revised ordinance, a public comment period was held for two weeks, officially ending on February 27, 2026. During the comment period two sets of written comments were received from professional engineers who work frequently in Valdez. Those

comments will be provided to the Planning & Zoning Commission in writing prior to this meeting. At the time of publishing, no other public comments have been received.

Due to the extensive nature of the comments received, the project team opted to revise the draft ordinance. The draft attached for consideration tonight includes changes made in response to the public comments received. Also attached for review is the existing text of Valdez Municipal Code Title 16. Because of the extensive changes proposed, including reorganization of the title, a separate draft for the revision was necessary.

Significant changes to the title include:

- Added administrative approval process for minor plats, subject to approval by the Community Development Director.
- Clarified the process for transferring required snow storage lots to the City of Valdez.
- Added variance process and criteria for approval.
- Added public way vacations process and requirements.
- Incorporated plain, easy to understand language throughout.
- For ease of reading and interpretation, provides additional definition of terms used throughout the title.
- Rewrite is done in formatting and organization similar to Title 17.
- Increases the public notification period from 10 days to 14 days and updates the notification requirements to explicitly require published, mailed, and posted notice.
- Updated the plat monumentation section to reflect current survey practices.

During this meeting a public hearing will be held for the commissioners to hear any additional public comment. If a member of the public would like to provide written comment on the proposed ordinance, they can email comments to communitydevelopment@valdezak.gov or provide them in person at the Community Development window in City Hall.

Following a decision by the commission on the recommendation, staff will bring forward the ordinance to City Council for adoption with the details of the Planning & Zoning Commission decision and any recommended changes for Council to consider as amendments. Staff will also provide a summary of public comments received. City Council will hold an additional public hearing during their first reading of the ordinance.

If the revised Title 16 is adopted by City Council, The City Clerk will submit an additional ordinance change to VMC Title 2, clarifying the roles of the Planning & Zoning Commission and Community Development Director in the platting process. Community Development staff will also bring forward a simple revision to Title 12 to add clarification regarding driveway requirements and bring Title 12 in alignment with Titles 16 & 17.

Title 16

SUBDIVISIONS

Chapter 16.04 GENERAL PROVISIONS

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

Chapter 16.08 PRELIMINARY PLATS

- § 16.08.010. Preliminary consultation.
- § 16.08.020. Preliminary plat required.
- § 16.08.030. Form and contents.
- § 16.08.040. Review agencies.
- § 16.08.050. Acceptance for review.
- § 16.08.070. Preliminary plat approval.
- § 16.08.080. Review by city engineer.

Chapter 16.12 FINAL PLATS

- § 16.12.010. Submittal.
- § 16.12.020. Form and contents.
- § 16.12.030. Approval by the commission.

Chapter 16.16 DESIGN STANDARDS

- § 16.16.010. Conformance to standards generally.
- § 16.16.020. Design—Lot layout.
- § 16.16.030. Design—Lot dimensions.
- § 16.16.040. Design—Lot lines.
- § 16.16.050. Design—Lot frontage and access.
- § 16.16.055. Design—Snow storage.
- § 16.16.060. Design—Reserve strips.
- § 16.16.070. Design—Hazardous areas.
- § 16.16.080. Design—Phasing schedule.
- § 16.16.090. Design—Block arrangement.
- § 16.16.100. Streets—General design considerations.
- § 16.16.110. Design—Street grades.
- § 16.16.120. Design—Street alignment.
- § 16.16.130. Design—Street intersections.
- § 16.16.140. Design—Culs-de-sac.
- § 16.16.150. Design—Street names.
- § 16.16.160. Design—Street addresses.
- § 16.16.170. Design—Geometric and profiles.
- § 16.16.180. Engineering and design criteria.

Chapter 16.20 IMPROVEMENTS

- § 16.20.010. Monuments.
- § 16.20.020. Required facilities.
- § 16.20.030. Bond required.
- § 16.20.040. Approval of city engineer.
- § 16.20.050. Development in stages.
- § 16.20.060. Dedication of facilities.

VALDEZ CODE

Chapter 16.24 PUBLIC SITES AND OPEN SPACES		Chapter 16.28 OTHER LAND DIVISIONS	
§ 16.24.010.	Purpose.	§ 16.28.010.	Preliminary plat.
§ 16.24.020.	Reservation of potential sites.	§ 16.28.020.	Final plat.
§ 16.24.030.	Excessive street dedication.	§ 16.28.030.	Right-of-way acquisition plats.
§ 16.24.040.	Determination of feasibility.	§ 16.28.040.	Standards and requirements generally.
§ 16.24.050.	Dedication—Streets.	§ 16.28.050.	Certificates and affidavits required.
§ 16.24.060.	Dedication—Walkways, trails and paths.	§ 16.28.060.	Recordation.
§ 16.24.070.	Dedication—Utility easements.		
§ 16.24.080.	Dedication—Snow storage.		

CHAPTER 16.04
GENERAL PROVISIONS

§ 16.04.010. Purpose—General standards for plat approval.

The purpose of this title is to promote the public health, safety and general welfare of the residents of the city. These regulations are made with consideration, among other things, of the character of and conditions in Valdez with consideration to conserving the value of buildings and property, and providing the best possible conditions and safety for the people of Valdez.

- 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;
 2. Promotes the public health, safety and welfare;
 3. Mitigates the effects of incompatibilities between land uses or residential densities in the subdivision and the land uses and residential densities in the surrounding neighborhood, including, but not limited to visual, noise, traffic and environmental effects;
 4. Provides for the proper arrangement of streets in relation to existing or proposed streets;
 5. Provides for the efficient movement of vehicular and pedestrian traffic;
 6. Assures adequate and properly placed utilities;
 7. Provides access for emergency vehicles;
 8. Facilitates the orderly and efficient layout and use of land;
 9. Furthers the goals and policies of the comprehensive development plan, the coastal management plan and other adopted city policies and plans.
- B. The platting authority may impose conditions upon the approval of a preliminary or final plat that it finds necessary to conform the plat to the standards of this chapter.
(Prior code § 24-1; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.04.020. Definitions.

- A. 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.
- B. The following words and phrases shall have the meanings respectively ascribed to them by this section:
- "Buildable area" means the area on a lot within all setback lines and easements which restrict building.
- "City engineer" means the city engineer for the city of Valdez.
- "Commission" means the planning and zoning commission of the city of Valdez.
- "Director" means the director of the Valdez department of community development or designee.

"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 planning and zoning commission.

"Street" means a way for vehicular traffic.

1. "Major streets" are the roadways which serve as the principal arteries of through traffic movement. They are generally high speed highways with limited access.
2. "Collector streets" are those which carry traffic from minor streets to the system of major streets including the principal entrance streets of a residential development and streets for circulation within such a development.
3. "Minor streets" are those which are used primarily for access to the abutting properties.

The official Valdez street map showing official classifications is on file with the director.

"Snow storage" means land dedicated to the city for the storage of snow. The amount of snow storage required to be dedicated is equal to one square foot of snow storage for every square foot of constructed street area, including sidewalks, but not less than a minimum street width of thirty feet.

"Subdivider" means the owner or agent of the owner of land which is being divided pursuant to this chapter.

"Subdivision" means the division of a tract or parcel of land into two or more or other divisions irrespective of their size before or after division and further includes the dedication to public use of a street or other specified area in or through a tract of land. Subdivision is not limited only to the conveyance of title but includes contracts to convey title, leases of land for ten or more years and conveyance by a metes and bounds description.

1. "Major subdivision" is the creation of more than four lots.
2. "Minor subdivision" is the creation of four lots or less or meeting the other requirements of Section 16.08.070.

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

(Prior code § 24-2; Ord. 05-11 § 1; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.04.030. Applicability.

- A. 1. This title applies to, except as provided in subsection B of this section, all subdivisions or resubdivisions which result in the partitioning, dividing, combining or altering of any lot, parcel or tract of land, including subdivisions or resubdivisions created by an exercise of the power of eminent domain by an agency of the state or municipality.
2. No provision of this chapter applies to any lot or lots in a subdivision legally created and filed on record before the effective date of the provision, unless the lot or lots are further subdivided or resubdivided. Subdivisions 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.

B. Waivers. In individual cases and in accord with AS 29.40.090 the commission may exempt a subdivision from the requirements of this chapter when it finds that:

1. Each parcel in the subdivision will have adequate physical and legal public access to a public highway or street; and
2. Each parcel in the subdivision is five acres in size or larger and that the land is divided into four or fewer parcels; and
3. The subdivision is not made for the purpose of, or in connection with, a present or projected subdivision development; and
4. No dedication of any classification of a street or other public area is involved or required.

(Prior code § 24-3; Ord. 05-11 § 2; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.04.040. Sale of land prior to compliance with this title prohibited.

No owner or agent of the owner of land located within a subdivision shall transfer, sell, offer to sell, or enter into a contract to sell land in a subdivision before a plat of the subdivision 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 therefor by appropriate legal action.

(Prior code § 24-4; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.04.050. 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.

(Prior code § 24-5; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.04.060. Variances.

When, in the judgment of the commission, it would be inappropriate to apply literally a provision of this title the commission may waive or vary such provisions so that substantial justice may be done and the public interest secured; provided, that in no event shall the requirement of filing and recording the plat or survey map be waived.

(Prior code § 24-6; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.04.070. Appeals.

Any person may file an appeal to the commission on a decision of the director within thirty days of such decision. Any person may file an appeal to the city council on a decision of the commission within thirty days of such decision. An appeal to the city council will be in compliance with Section 17.12.140 of this code, except that the time period in Section 17.12.140(C) shall be thirty days and the report in Section 17.12.140(G) shall be prepared by the director if it is the director's decision being appealed.

(Prior code § 24-7; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.04.080. Fees.

The council shall adopt by resolution a fee schedule for all actions, reviews and approval under this title.

(Prior code § 24-8; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.04.090. Notification requirements.

- A. A notice shall be sent by mail at least ten days prior to the first scheduled meeting of the planning and zoning commission to consider the preliminary plat approval to each owner of property within a distance of three hundred feet of the exterior boundary of the lot or parcel described in the application for subdivision.
- B. Consideration of Evidence. The planning and zoning commission shall hear and consider evidence and facts from any person during preliminary and final plat approval or written communication from any person relative to the matter. The right of any person to present evidence shall not be denied for the reason that any such person was not required to be informed of such subdivision of land.

(Ord. 03-10)

CHAPTER 16.08
PRELIMINARY PLATS

§ 16.08.010. Preliminary consultation.

- A. The subdivider shall, before submitting the preliminary plat of a subdivision for review, meet with the director for preliminary consultation in order to ensure that the plat is acceptable for processing.
- B. The following information shall be provided by the subdivider 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, park areas 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.

(Prior code § 24-9; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.08.020. Preliminary plat required.

Before submitting a final plat of a subdivision for approval for recording, the subdivider shall submit a preliminary plat for approval. The form and data required for preliminary plat submittal is designated under this chapter.

(Prior code § 24-10; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.08.030. Form and contents.

The preliminary plat of a subdivision shall be clearly and legibly drawn. The subdivider shall submit one reproducible copy and thirteen copies for distribution. The size of the map shall not be less than twenty-four inches by thirty-six inches. The subdivider shall consult with the 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 one inch equals fifty feet. All other subdivisions shall be drawn at a scale of one inch equals one hundred feet, unless otherwise required by the director. The preliminary plat shall contain the following information:

- A. The date, scale and north point;
- 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 of the section or government subdivision of the section in which the subdivision lies, with the location of the subdivision indicated thereon;
- F. Unless waived and made a condition of preliminary approval, the exact length and bearing of the exterior boundaries of the subdivision;
- G. The location and names of adjacent subdivisions and the owners of adjoining parcels of unsubdivided land;
- H. Zoning on and adjacent to the subdivision;
- 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 director;
- J. The water elevations of adjoining bays, lakes or streams at the date of the survey and the approximate mean high and mean low water elevations of such bays, lakes or streams;
- K. If the subdivision borders a bay, lake or stream, the distances and bearing on a meander line established not less than twenty feet back from the mean high water mark of the bay, lake or stream;
- L. Areas designated as wetlands by the U.S. Corps of Engineers or in adopted city plans or studies;
- M. 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;
- N. The direction and distance to the nearest water and sewer mains;
- O. The approximate dimensions and areas of lots;
- P. The proposed building area for each lot;
- Q. The approximate radii of all curves and length of the tangent between curves;
- R. The approximate location and 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 such dedication or reservation;
- S. Utility easements along rear lot lines shall be at least ten feet wide, or a total of twenty feet wide along adjoining rear lots. Utility easements along side lot lines shall be five feet wide, or a total of ten feet wide along adjoining side lots. Where a front-yard easement is needed to accommodate a transmission utility, the easement shall generally be ten feet wide. The platting authority may require wider utility easements along the rear lot lines of hillside lots. Whenever possible, utilities shall be placed in dedicated rights-of-way except where that placement conflicts with a city or state transportation project;
- T. If the subdivision is proposed to be completed in several phases, the sequence of development must be indicated;
- U. If after consultations with the director it is determined that the location of the proposed subdivision is such, the following information will be required 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 shall be indicated. Subdivisions which include areas within the tidal wave run up zone as indicated on official city maps and adopted studies shall have these areas identified and labeled "not for human occupation, tidal wave run up area";

- V. If the proposed subdivision 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: contours at five-foot vertical intervals. All pertinent elevations should be shown and shall be based on the mean sea level. Where slope exceeds twelve percent, contour lines may be shown at a suitable interval not to exceed twenty feet. 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. All vertical control shall be based upon mean high water as referenced by the National Oceanic and Atmospheric Administration Port of Valdez, sixty-one degrees eight minutes north, one hundred forty-six degrees twenty-one minutes west, North American 1927 Datum.

(Prior code § 24-11; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.08.040. Review agencies.

The commission may designate review agencies to aid in the examination of preliminary plats. Review agencies shall submit comments on the proposed subdivision in writing no later than three working days prior to the commission meeting on the preliminary plat.

(Prior code § 24-12; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.08.050. Acceptance for review.

If the preliminary plat of a subdivision meets the requirements of this title the director shall accept or reject the preliminary plat for review within five working days of submittal by the subdivider. Any rejection must be in writing and state the reasons for rejection under this title. Following acceptance by the director for review by the commission of the preliminary plat of a subdivision, the plat shall be forwarded to review agencies and commission members for review. The director will retain one copy in the official file and make available copies to the public.

(Prior code § 24-13; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.08.070. Preliminary plat approval.

- A. Review by the Director. The director shall, within thirty days of the submission of the preliminary plat, review the preliminary plat for completeness. The subdivider shall be notified, in writing, of any items that need to be added or corrected prior to submission to the platting authority for review and approval.
- B. Approval by the Commission. The commission shall, within sixty days of the acceptance by the director, approve, approve conditionally or reject the preliminary plat of a major subdivision. The subdivider shall be notified, in writing, of any conditions of approval or the reasons for rejection.
- C. General.
 1. Approval of the preliminary plat is the commission's preliminary approval of the layout shown by such plat. If the final plat conforms substantially to such 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 twelve months of preliminary plat approval. The director may grant one twelve-month extension to this deadline after a written request and justification is submitted by the subdivider.

2. If the commission does not approve, disapprove or return the plat to the applicant within sixty days, the plat is considered approved and a certificate of approval shall be issued on demand.

(Prior code § 24-15; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.08.080. Review by city engineer.

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

- 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 16.20 of this title.

(Prior code § 24-16; Ord. 93-03 § 1; Ord. 96-27 § 1; Ord. 05-11 § 3)

CHAPTER 16.12
FINAL PLATS

§ 16.12.010. Submittal.

- A. In order to insure that the final plat of a subdivision is acceptable for processing, subdividers are encouraged to submit copies to the director of community development for checking prior to formal submittal. The final plat of a subdivision and thirteen copies thereof shall be submitted to the director of community development within twelve months of approval of the preliminary plat. If an approval of the preliminary plat must be obtained from another authority subsequent to approval by the commission, the final plat shall be submitted within sixteen months of approval of the preliminary plat. No approval shall be granted until it has been certified that there is no objection to the plat by any state or federal agency authorized to review.
- B. Except for lot line adjustments, a title search showing all parties with a secured interest in the property shall be provided to the director.
(Prior code § 24-17; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.12.020. Form and contents.

- A. Form. A reproducible copy of the final plat drawn to scale with nonfading black ink on mylar material approved by the 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 twenty-four inches by thirty-six inches, or thirty inches by forty-two inches as determined after consultation with the director, with a one and a one-half inch binder border 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. Contents. 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 one foot in fifteen thousand feet (1:15,000) and shall conform, in addition to the following, to the standards established by the American Land Title Association current standards for Class A surveys and the Alaska Society of Professional Land Surveyors Standards of Practice as amended.

The final plat shall show the following:

1. The boundary of the subdivided 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 shall be shown;
4. All monuments found shall be indicated. If the monuments were reset by ties, that fact shall be stated;

5. Within the subdivision, 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. Classification and total width of each street, walkway, trail or path being dedicated,
 - c. Classification and 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, if possible, 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 five 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 registration number,
 - d. Draftperson'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 ten 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 property lies within Flood Zone A the area shall be delineated and a note shall be included on the plat, stating that "The property within Flood Zone A as identified by the Federal Emergency Management Agency shall be required to comply with Federal Regulations";
 19. If the property contains any other hazard areas these areas shall be delineated and noted as to hazard.
- C. The director shall designate the certificates required for each plat.
1. Required certificates shall be printed on the plat in a form supplied by the director.
 2. The certificate of ownership must be signed by all vested owners.
 - a. Other parties with a secured interest in the property to be subdivided or dedicated.
 - b. A standard form provided by the director may be signed and notarized, authorizing subdivision or dedication in place of signing the certificate on the plat.
 - c. Official seals of the attesting officers, of the land surveyor who prepared the plat and approval certificates from state agencies shall be placed on the plat.

(Prior code § 24-18; Ord. 05-08 § 1; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.12.030. Approval by the commission.

The commission shall approve or reject the final plat of a subdivision within thirty days of its submittal, unless the time is extended by agreement with the subdivider. The subdivider shall certify the respects in which the final plat differs from the approved preliminary plat and all modifications made to meet the conditions of approval. Reasons for a rejection shall be stated in writing to the subdivider. The original approved plat will be filed by the city at the district recorder's office. The director will retain a reproducible copy on polyester and the subdivider shall provide a copy of the approved plat in DXF or ASCII II format compatible with the Valdez computer geographic information system.

(Prior code § 24-19; Ord. 93-03 § 1; Ord. 96-27 § 1)

CHAPTER 16.16
DESIGN STANDARDS

§ 16.16.010. Conformance to standards generally.

A proposed subdivision design shall conform to the following standards:

- A. All applicable provisions of this code and any other ordinances of the city;
- B. The comprehensive development plan;
- C. The official map;
- D. The regulations of the State Department of Environmental Conservation relating to lot size and lot elevation if the subdivision is not served by a public sewer and provision for such 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 subdivision or any lot contained therein abuts on a state highway;
- F. The Valdez coastal management plan.
(Prior code § 24-20; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.020. 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 director.

(Prior code § 24-21; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.030. Design—Lot dimensions.

- A. Subject to the lot dimension and area requirements in the zoning regulations, all lots shall have the minimum dimensions required by this section.
- B. The depth of a lot shall be at least one hundred feet.
- C. The width of a corner lot shall be a minimum of seventy-five feet. Corner lots shall be designed to permit full setback on both streets as required by the applicable zoning district requirements.
- D. The width of a lot shall be at least one-third the depth of the lot.
- E. Double frontage and reversed frontage lots shall be avoided, except where necessary to provide separation of residential development from traffic arteries or to overcome specific disadvantages of topography and orientation.
- F. Where lots are created of a size larger than the minimum for the area, the commission may require that the plat be so designed as to allow for the possible future re-subdivision of such lots into the minimum size required for the area.
- G. Notwithstanding any other provision of this section, the width of the flag pole portion of a flag shaped lot shall be no less than:

1. Thirty feet when both public water and sewer systems are to serve such a residential lot;
2. Forty feet when both public water and sewer systems are to serve such a commercial or industrial lot;
3. Twenty feet when only a public water or a public sewer system are to serve such a lot;
4. Twenty feet when the lot is located in a rural area and will not be served by either public water or public sewer systems.

(Prior code § 24-22; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.040. Design—Lot lines.

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

(Prior code § 24-23; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.050. Design—Lot frontage and access.

- A. All lots shall have frontage on a publicly dedicated street or navigable water.
- B. The front lot line of a residential lot shall not abut a major street and shall not face a lot zoned or used for industrial purposes, except that an exemption may be granted in rural areas where access is limited to such streets.
- C. The total width of driveway entrances to a lot from a street shall not exceed two-fifths of the frontage of that lot on that street, unless the subdivider provides for snow storage in a manner approved by the platting authority.
- D. The frontage of a lot on a cul-de-sac bulb shall be at least thirty feet. This subsection does not apply to flag lots.
- E. All street rights-of-way shall include an open area, which may contain sidewalks, for snow storage. The open area shall extend ten feet outward from the back of the curb.
- F. No driveway shall be located closer than fifty feet from the corner of an intersection.
- G. Depth and width of properties reserved or laid out for commercial and industrial purposes shall be adequate to provide for the off-street service and parking facilities required by the type of use and development contemplated.

(Prior code § 24-24; Ord. 93-03 § 1; Ord. 96-27 § 1; Ord. 05-11 § 4)

§ 16.16.055. Design—Snow storage.

- A. Snow storage areas shall be dedicated to the city. The size of the snow storage shall be equal to one square foot for every square foot of constructed street area, including sidewalks, with a minimum street width of thirty feet. The snow storage lots shall not be located more than one thousand feet apart. The location and layout of snow storage lots shall be designated after consultation with the public works director and approved by the commission.

- B. The snow storage lots shall be cleared and graded to ensure that drainage from the snow storage lots does not adversely impact adjacent property. The final drainage plan for the snow storage lots shall be approved by the city engineer.
(Ord. 96-27 § 1)

§ 16.16.060. Design—Reserve strips.

Privately owned strips may not be reserved to control access to public rights-of-way.
(Prior code § 24-25; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.070. 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 subdivider shall demonstrate to the satisfaction of the platting authority, that the design is specifically adapted to the proposed development and that the design takes into account other development in the vicinity and does not increase hazards to other areas.
- B. The commission 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.
- C. Subdivision design shall take into consideration known areas susceptible to geophysical hazards including but not limited to landslide, mud and earth flow, soil creep, soil liquefaction, avalanche chutes, run-outs, or wind blast. Subdivisions which include areas within the tidal wave run up zone as indicated on official city maps and adopted studies shall have these areas identified and labeled "not for human occupation, tidal wave run up area."
- D. The commission 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. Subject to subsection B of this section, the width of the easement shall be that which the platting authority or the director, as the authority applies, finds necessary to provide access to widen, deepen, slope, improve and maintain the stream, and to protect the stream and adjacent property from soil erosion, flooding, water pollution, and destruction of fish and wildlife habitat.
- E. All stream maintenance and protection easements shall be at least twenty-five feet wide on either side of the stream, measured landward from the ordinary high water mark.
- F. Within a stream maintenance and protection easement, all structures shall be readily movable or temporary.

(Prior code § 24-26; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.080. Design—Phasing schedule.

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

(Prior code § 24-27; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.090. Design—Block arrangement.

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

(Prior code § 24-28; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.100. 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 such 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 commission may require that adjacent collector or minor streets be provided.
- C. The rights-of-way of all streets shall be of the width specified on the official map or comprehensive plan or, if no width is specified there, they shall be not less than the width specified below, unless necessitated by unusual topographic, physical or design features.

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

(Prior code § 24-29; Ord. 93-03 § 1; Ord. 96-27 § 1; Ord. 05-11 §§ 5, 6)

§ 16.16.110. Design—Street grades.

- A. Streets shall be arranged properly 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 and such minimum shall not be permitted for distances greater than six hundred feet.
- B. Cul-de-sac turnaround grades shall not exceed five percent.
- C. Major and collector street grades shall not exceed six percent unless necessitated by exceptional topography and approved by the commission. Minor street grades proving

access to steep lots shall not exceed eight percent. Any street grade exceeding six percent shall be on a straight alignment no more than one hundred feet long; provided, that the commission may allow the grade to be longer where required by topographic conditions and consistent with sound design principles.

(Prior code § 24-30; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.120. Design—Street alignment.

- A. Collector streets shall be aligned to continue existing streets from adjoining areas into the proposed subdivision. Local streets shall be aligned to discourage their use by 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. The minimizing of potential wind damage and snow removal shall be considered in aligning streets.

(Prior code § 24-31; Ord. 93-03 § 1; Ord. 96-27 § 1; Ord. 05-11 § 7)

§ 16.16.130. Design—Street intersections.

Streets shall intersect at or as near as feasible to a ninety-degree angle and in no event less than a seventy-five-degree angle. The distance between intersection centerlines shall be at least one hundred fifty feet. Corner roundings at intersections shall have a minimum radius of twenty feet. A minimum sight distance shall conform with AASHTO policy for geometric design or highway and streets, with clear visibility, measured along the centerline of the street, shall be provided for at least three hundred feet on major streets, two hundred feet for collector streets and one hundred feet on minor streets. Pedestrian crosswalks not less than fifteen feet wide may be required by the commission where deemed desirable to provide convenient pedestrian circulation or access to schools, playgrounds, shopping areas, transportation and other community facilities.

(Prior code § 24-32; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.140. Design—Culs-de-sac.

Where topography and traffic circulation permit, the length of a cul-de-sac shall not exceed nine hundred 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. A cul-de-sac shall terminate with a turnaround having a minimum radius of the right-of-way of fifty feet, and forty-one and one-half feet back of curb for constructed streets. In rural residential subdivisions, the minimum radius shall be eighty feet.

(Prior code § 24-33; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.150. Design—Street names.

New street names shall not duplicate the names of existing streets, but streets that are continuations of others already in existence and named shall bear the name of the existing streets.

(Prior code § 24-34; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.160. Design—Street addresses.

- A. The 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.
- B. The director may establish uniform street address numbering procedures.
(Prior code § 24-35; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.170. Design—Geometric and profiles.

In addition to the requirements below, the provisions of Chapter 12.04 and Section 16.16.180 apply. Detailed requirements for current construction materials and methods are available from the director.

- A. Horizontal Curves. Changes in horizontal alignment of roads shall be made through the use of horizontal circular curves. The radii of such curves shall not be less than:
 - 1. Major streets, eight hundred feet;
 - 2. Collector street, six hundred feet;
 - 3. Minor street, one hundred fifty feet.
- B. Compound curves and broken-back curves should not be used. Reverse curves should have an intermediate tangent of one hundred feet or more unless the curve radii are three hundred feet or more.
- C. Cross Slopes. The minimum road cross slope shall not be less than two percent.
- D. Superelevations shall be installed in accordance with the AASHTO policy on geometric design of highways and streets. The maximum superelevation allowed is six percent.
(Prior code § 24-36; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.16.180. Engineering and design criteria.

- A. Dedicated streets in any residential subdivision within any service area of the city shall receive street maintenance and snow removal only if all of the streets located within such subdivision are dedicated to public use and meet the engineering and design criteria set by the planning and zoning commission. In determining the engineering and design criteria to be applied to such subdivision the planning and zoning commission 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 such streets to higher engineering and design criteria as compared to the benefits derived from such higher criteria.The acceptable criteria are set forth in Exhibit A, and the planning and zoning commission shall specify Type I, II or III, or a combination thereof. The planning and zoning commission 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 planning and zoning commission will not be accepted.
- C. The criteria and requirements referred to in subsection A of this section shall be determined by the planning and zoning commission prior to final approval of a subdivision plat and shall be noted on the face of the plat.
- D. The city or any property owner within the city may appeal to the city council from the criteria determined by the planning and zoning commission by giving written notice of the appeal, stating the reasons therefor, to the city clerk within thirty days from the determination.
- E. The planning and zoning commission shall determine criteria and requirements for subdivisions presently in existence, but which have streets not in conformance with street design requirements presently existing under this title. The commission shall require streets of Type I, II or III, or a combination thereof, together with such additional requirements as the commission may deem to be in the public interest. For any particular street in a subdivision which the commission determines may be a Type III street, and which presently is constructed in accord with Type III standards except that its width is between twenty-four and thirty feet, the commission, in its discretion, may approve a road width of not less than twenty-four feet. These criteria and requirements shall be set within ninety days after the effective date of the ordinance from which this section is derived, after twenty days' notice to property owners of record in the subject subdivision. No determination of criteria and requirements need be made for existing subdivisions in which all streets meet Type I or II standards.

(Prior code § 23-5; Ord. 93-03 § 1; Ord. 96-27 § 1)

CHAPTER 16.20
IMPROVEMENTS

§ 16.20.010. Monuments.

- A. Angle Points. All exterior angle points in the subdivision shall be marked with primary monuments permanently set as follows:
1. If not located within roadways or walkways, flush to the surface or protruding no more than four inches above ground level;
 2. If located within walkways, roadways or snow storage areas at least six inches below the surface in a survey box;
 3. 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,
 - e. Horizontal control in accordance with the Alaska State Plane Coordinate System.
- B. All primary monuments shall be referenced by two secondary monuments. The secondary monuments shall be in a single line, preferably along a surveyed or boundary line.
- C. 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.
- D. 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 thirty 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.

E. 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 thirty inches below the surface.
3. Plastic stakes specifically designed for survey purposes are allowable if they meet penetration requirements and are detectable by commonly used metal detectors.
4. In areas where secondary monuments are located on rock outcrop or concrete surfaces, the procedure for primary monuments shall be followed.

F. Reference Monuments.

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.

G. Monument material requirements are minimum standards. Other materials of equal or higher quality approved by the city engineer shall be allowed.

(Prior code § 24-37; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.20.020. Required facilities.

Where applicable, before the final plat of a subdivision may be considered for approval, the subdivider shall provide and dedicate the following facilities and improvements according to standards established by the city. The subdivider shall provide to the city engineer certified by an engineer licensed in Alaska as-built drawings of the improvements. Facilities and improvements shall be installed within the time required by the city, but in no event to exceed two years.

- A. Water and Sewer. Water and sanitary sewer mains, lift stations and laterals to the lot lines in those cases where the subdivision is within two hundred feet of land served by water and sewer.

- B. Streets. All new streets graded and surfaced with paving, and additional right-of-way along existing streets in conformity with the established street width map of the city. Except for cul-de-sacs and street boulevards for center strip drainage, no required dedication shall exceed one hundred feet of width. Where principal thoroughfares lie within the plat, the subdivider shall not be required to provide improvements in excess of those normally required to serve the development itself. The commission may waive the requirement for paving where the subdivision is located 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 manner. 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 in order to prevent erosion.
- F. Snow Storage. Snow storage shall be provided per Section 16.16.055 and dedicated 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.

(Prior code § 24-38; Ord. 93-03 § 1; Ord. 96-27 § 1; Ord. 03-13 § 1)

§ 16.20.030. Bond required.

In the event the facilities and improvements required by this chapter have not been fully installed at the time the plat of a subdivision is submitted for final approval; the subdivider shall file with the director a surety bond executed by the subdivider as principal and a responsible bonding company duly licensed and authorized to do business in the state of Alaska as surety; payable to the city and conditioned upon the faithful performance and payment of all work to be performed by the subdivider pursuant to this title; or any other satisfactory financial guarantee for this purpose. Such bond or other financial guarantee shall be approved by the city attorney and shall be of an amount determined by the city engineer to cover the cost of completing such facilities and improvements.

(Prior code § 24-39; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.20.040. 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.

(Prior code § 24-40; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.20.050. Development in stages.

In instances where in the determination of the commission that the whole of a platted subdivision cannot immediately be fully improved with respect to the installation of all required facilities

and street improvements, for good reason or cause, the commission may authorize the subdivider to proceed with the installation of improvements required under this title on a portion or part of such subdivision. in such event the requirements of this title shall apply to that portion or part thereof authorized for immediate improvement.

(Prior code § 24-41; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.20.060. Dedication of facilities.

All facilities and improvements installed prior to the final approval of the plat of a subdivision 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.

(Prior code § 24-42; Ord. 93-03 § 1; Ord. 96-27 § 1)

CHAPTER 16.24
PUBLIC SITES AND OPEN SPACES

§ 16.24.010. Purpose.

In order that adequate open spaces and sites for public uses may be properly located and preserved as the community develops, and in order that the cost of providing the public school, park and recreation sites and facilities necessary to serve the additional families brought into the community by subdivision development may be most equitably apportioned on the basis of the additional need created by the individual subdivision development, the provisions of this chapter are established.

(Prior code § 24-43; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.24.020. Reservation of potential sites.

- A. **Design Consideration.** In the design of the plat of a subdivision, consideration shall be given to the adequate provision or correlation with such public sites or open areas as indicated on the comprehensive development plan of the city or as determined by the commission as being required. Special, natural or man-made features of historical significance in a proposed subdivision which enhance or have unique value to the community may be set aside in a reserve tract for acquisition or voluntarily dedicated to the public.
 - B. **Reservation May Be Required.** Where it is determined by the commission that a portion of the plat is required for such public sites or open spaces, the subdivider may be required to reserve such 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 director containing 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 amount of land to be provided shall be an amount of land up to five percent of the net residential lot area created by the subdivision.
 - D. **Exemptions.** The commission may waive the dedication in the case of rural large lot subdivisions or where the division results in the creation of not 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.
- (Prior code § 24-44; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.24.030. Excessive street dedication.

In the case of major thoroughfares lying within the plat of a subdivision, the subdivider may dedicate the width in excess of that required by this title and receive credit towards areas required

under this chapter.

(Prior code § 24-45; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.24.040. Determination of feasibility.

The determination as to the feasibility of dedication shall be made by the platting authority.

(Prior code § 24-46; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.24.050. Dedication—Streets.

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

(Prior code § 24-47; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.24.060. Dedication—Walkways, trails and paths.

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

(Prior code § 24-48; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.24.070. Dedication—Utility easements.

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

(Prior code § 24-49; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.24.080. Dedication—Snow storage.

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

(Ord. 96-27 § 1)

CHAPTER 16.28
OTHER LAND DIVISIONS

§ 16.28.010. Preliminary plat.

Before submitting a final plat of a land division other than a subdivision for approval or recording, the subdivider shall submit a preliminary plat according to the procedure designated for a subdivision under this title.

(Prior code § 24-50; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.28.020. Final plat.

The final plat of a land division other than a subdivision, in the form of a certified survey map, shall be submitted according to the procedure designated for a subdivision under this chapter, and if the platting does not involve the creation of additional new streets the approval of the commission shall be required. Six copies of the final plat shall be submitted.

(Prior code § 24-51; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.28.030. Right-of-way acquisition plats.

- A. A plat for a subdivision created, a government agency's acquisition of a street right-of-way, airport, highway right-of-way or airport parcel, or for other public purposes is subject to approval under this section only and is not subject to any other approval procedure for plats under this title, except where hereinafter stated. Certain provisions of this section may also apply to other parties who volunteer a formal dedication of rights-of-way to the public.
- B. Submission Requirements. A government right-of-way acquisition plat submitted under this section must contain the following information:
 - 1. The location, name and number of the project for which the acquisition is required;
 - 2. The proposed timetable for acquisition and construction;
 - 3. The dimensions and area of the parcels to be acquired and of each remainder parcel;
 - 4. The names of the property owners identified by parcel.
- C. Review and Approval Procedures. The director, or their designee, shall review the preliminary right-of-way acquisition plat for completeness prior to consideration by the commission. If the plat does not meet the requirements of this section it shall be returned to the submitting agency with an explanation of the deficiencies.
 - 1. The preliminary approval of a right-of-way acquisition plat is effective for twenty-four months, provided the director may grant an extension for filing the final plat upon the finding that it is in the public interest to do so.
 - 2. No parcel, other than a parcel of record, may be acquired for right-of-way purposes until a preliminary plat of the parcel has received final approval.
- D. Survey and Monumentation. Unless otherwise agreed to in writing by the commission, all monumentation, remonumentation, right-of-way alignment and reconstruction and other requirements of the commission or of this title must be met before approval of the final plat unless it is clearly impractical or legally impossible to accomplish prior to final plat

approval. Any action required as a condition of final plat approval but not to be accomplished prior to such approval must be completed under such terms and conditions as are set out in writing by the commission.

- E. Remainder Parcels. No remainder parcel resulting from the right-of-way acquisition plat shall be allowed which does not conform to applicable city codes unless a note is placed on the plat indicating that damages have been paid to the owner of the remainder and that the nonconforming remainder cannot be developed without first being replatted so as to conform to applicable city codes.

(Prior code § 24-52; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.28.040. Standards and requirements generally.

- A. Reasonable Compliance. To the extent reasonably practicable, the plat of a land division other than a subdivision shall comply with the provisions of this title relating to general requirements and design standards and required improvements of subdivisions.
- B. Registered Survey. The survey shall be performed and the map prepared by a surveyor registered in Alaska. Such map shall describe the entire ownership involved in the process of division; provided, that where the division results in a residual parcel in excess of ten acres, not intended for immediate sale or other conveyance, the commission may waive the requirement for inclusion of the residual parcel. In this event, a supplementary map of reasonable accuracy shall be attached showing the relationship to the original ownership of the parcel being severed.
- C. Monuments. All corners shall be permanently monumented.
- D. Drafting Standards. The final plat shall be clearly and legibly drawn in nonfading black ink, on mylar. The size of the map shall not be less than twenty-four inches by thirty-six inches. The map of a subdivision containing six acres or less shall be drawn at a scale of one inch equals fifty feet. All other subdivisions shall be drawn at a scale of one inch equals one hundred feet, unless otherwise required by the commission.
- E. Percolation Tests. If any lots in the plat are not to be served by sanitary sewer, percolation tests shall be submitted according to the procedure designated under the rules of the State Department of Environmental Conservation applicable to subdivisions. All State Department of Environmental Conservation regulations for subdivisions are applicable where sanitary sewers are not used.

(Prior code § 24-53; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.28.050. Certificates and affidavits required.

- A. Owners and Surveyors. The map of a land division other than a subdivision shall include the certificate of ownership and the affidavit of the surveyor who surveyed and mapped the parcel, typed, lettered or reproduced legibly with nonfading black ink, giving a clear and concise description of the land surveyed by bearings and distances, commencing with some corner marked and established in the U.S. public land survey or some corner providing reference to a corner marked and established in the U.S. public land survey. Such affidavit shall include the statement of the surveyor to the effect that they has fully complied with the requirements of this section. Every plat, subdivision or dedication shall show the initial point of survey, the basis of bearing original or re-established corners, with description of

them, referencing the recorded distance and bearings and the source of record and actual traverse showing area of closure and all measured, calculated and recorded distances required to determine initial point, corners and distances of the plat.

- B. Certificate of Approval. Certificates of approval, as required, shall be typed, lettered or reproduced legibly with nonfading black ink on the face of the map.

(Prior code § 24-54; Ord. 93-03 § 1; Ord. 96-27 § 1)

§ 16.28.060. Recordation.

Following approval of the final plat of a land division other than a subdivision the certified survey map shall be filed by the subdivider for recording with the city clerk.

(Prior code § 24-55; Ord. 93-03 § 1; Ord. 96-27 § 1)



Valdez Municipal Code
Proposed Title 16 Revision
Subdivision Code

FINAL DRAFT

APRIL 10, 2026

1	Title 16 Subdivisions	
2	Chapter 16.04 GENERAL PROVISIONS.....	4
3	16.04.010 Purpose—General standards for plat approval.....	4
4	16.04.020 Review matrix.....	5
5	16.04.030 Definitions.	7
6	16.04.040 Applicability.	10
7	16.04.050 Sale of land prior to compliance with this title prohibited.	10
8	16.04.060 Compliance with title required prior to issuance of permits.....	10
9	16.04.070 Appeals.....	10
10	16.04.080 Fees.	11
11	16.04.090 Notification requirements.....	11
12	Chapter 16.08 PRELIMINARY PLATS.....	12
13	16.08.010 Pre-application meeting.....	12
14	16.08.020 Preliminary plat required.	13
15	16.08.030 Form and contents.	13
16	16.08.040 Acceptance for review.....	16
17	16.08.050 Review agencies.	16
18	16.08.060 Preliminary plat approval.....	16
19	16.08.070 Review by city engineer.....	17
20	16.08.080 Right-of-way acquisition plats.	17
21	Chapter 16.12 FINAL PLATS.....	19
22	16.12.010 Submittal.	19
23	16.12.020 Form and content.....	19
24	16.12.030 Procedure when final plat conforms to approved preliminary plat.	23
25	16.12.040 Procedure when final plat differs from approved preliminary plat.	23
26	Chapter 16.16 VARIANCES	24
27	16.16.010 Purpose.	24

28	16.16.020	Approval criteria.....	24
29	16.16.030	Review procedure.	24
30	16.16.040	Platting authority action.....	25
31	16.16.050	Form and content.....	26
32	Chapter 16.20	PUBLIC WAY VACATIONS	27
33	16.20.010	Purpose.	27
34	16.20.020	Vacation initiation.	27
35	16.20.030	Review procedure.	28
36	16.20.040	Decision-making responsibility.....	29
37	16.20.050	Platting authority review.	29
38	16.20.060	Title to vacated area.....	30
39	16.20.070	Appeals.....	30
40	Chapter 16.24	DESIGN STANDARDS.....	31
41	16.24.010	Conformance to standards generally.	32
42	16.24.020	Design—Lot layout.	32
43	16.24.030	Design—Lot dimensions.....	32
44	16.24.040	Design—Lot lines.....	33
45	16.24.050	Design—Lot frontage and access.....	33
46	16.24.060	Design—Snow storage.	33
47	16.24.070	Design—Reserve strips.....	33
48	16.24.080	Design—Hazardous areas.	34
49	16.24.090	Design—Phasing schedule.	34
50	16.24.100	Design—Block arrangement.	35
51	16.24.110	Streets—General design considerations.....	35
52	16.24.120	Design—Street grades.....	36
53	16.24.130	Design—Street alignment.	36
54	16.24.140	Design—Street intersections.....	36
55	16.24.150	Design—Cul-de-sac.	37

56	16.24.160	Design—Street names.....	37
57	16.24.170	Design—Street addresses.	37
58	16.24.180	Design—Geometric and profiles.....	37
59	16.24.190	Design—Planned Unit Developments (PUDs).....	38
60	16.24.200	Engineering and design criteria.....	38
61	Chapter 16.28 IMPROVEMENTS.....		40
62	16.28.010	Monuments.....	40
63	16.28.020	Required facilities.....	42
64	16.28.030	Bond required.	43
65	16.28.040	Approval of city engineer.	44
66	16.28.050	Development in phases.....	44
67	16.28.060	Dedication of facilities.....	44
68	Chapter 16.32 PUBLIC SITES AND OPEN SPACES		45
69	16.32.010	Purpose.	45
70	16.32.020	Reservation of potential sites.....	45
71	16.32.030	Excessive street dedication.	46
72	16.32.040	Determination of feasibility.....	46
73	16.32.050	Dedication—Streets.	46
74	16.32.060	Dedication—Walkways, trails and paths.....	46
75	16.32.070	Dedication—Utility easements.	46
76	16.32.080	Dedication—Snow storage.....	46
77			

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.

A. 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.

1. “Major streets” means a roadway which serves as the primary artery of through traffic movement.

2. “Collector streets” means a street designed and intended to carry traffic from residential street systems to arterial street systems or state highways.

3. “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.

1. “Major plat” is the creation of more than two lots.

2. “Minor plat” is the creation of no more than two lots, or the elimination/modification of a single lot line, provided the plat does not include:

a. Dedication of right-of-way;

b. Vacation of public right-of-way or easement;

c. Public improvements;

d. 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, except as provided in subsection B of this section, 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.

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.

16.04.080 Fees.

The city council may adopt by resolution a fee schedule for all actions, reviews and approvals under this title that shall be paid by the applicant for the specific requests/applications.

16.04.090 Notification requirements.

A. Notification. Notices required by this title shall include the date, time and location of the hearing, as well as the description of the action requested and the property for which the action has been requested. The names of the property owners and the parties filing the application shall also be included. The following notices shall be given:

1. Published Notices. The notice shall be published on the City of Valdez website in a designated section with reasonable navigation links thereto. At least 14 days before the public hearing or community development director decision, the city clerk shall provide notice to local media outlets to the extent deemed reasonable by the city clerk and post on the city website a notice of hearing.

2. Mail Notices. For major plats, notice shall be sent by mail at least 14 days prior to the public hearing to each owner of property within a distance of 300 feet of the exterior boundary of the lot or parcel of land described in the application for the requested action.

3. Site Postings. For all plats, the community development department staff shall post the property with a document holder containing public notice flyers on a public roadway that abuts the property at least 14 days before the scheduled hearing. The flyers shall list the date, time and location of the hearing and summarize the application request. The following exemptions shall apply to site posting standards:

a. Non-Roadway Accessible Land. Site posting is not required where the parcel(s) subject of the application does not abut a public roadway (e.g., land only accessible by water or access easements).

B. Consideration of Testimony. The platting authority shall consider testimony or written communication from any interested person.

C. Notice of Decision. Notice of decision shall be sent within 10 days following a decision of the platting authority to interested parties who have provided verbal testimony or written comment on any request for preliminary plat approval.

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.

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;

320 G. The location and names of adjacent subdivisions and the owners of adjoining parcels of
321 unsubdivided land;

322 H. Zoning on and adjacent to the plat;

323 I. Location, widths and names of all existing and platted streets, or other public ways and
324 easements, and utility rights-of-way, parks, cemeteries, watercourses, drainage ditches,
325 permanent buildings, bridges and other pertinent data as determined by the community
326 development director;

327 ;

328 J. If the plat borders a waterbody, the distances and bearing on a meander line established at
329 the mean high-water mark of tidally influenced bodies of water and at the ordinary high-water
330 mark of navigable streams, river, creeks, and lakes;

331 K. Areas designated as wetlands by the United States Corps of Engineers or in adopted city
332 plans or studies;

333 L. The layout, width and approximate grades of all new streets and rights-of-way, such as
334 highways, easements for sewers, water mains and other public utilities;

335 M. The direction and distance to the nearest water and sewer mains;

336 N. The approximate dimensions and areas of lots;

337 O. If not served by public utilities, the buildable area for each lot;

338 P. Where a proposed subdivision will not be served by the City of Valdez sewer system, the
339 preliminary plat shall identify the proposed method of wastewater disposal and demonstrate
340 that each lot contains sufficient area to accommodate an onsite wastewater disposal system
341 and a replacement system in accordance with the requirements of the State of Alaska,
342 Department of Environmental Conservation.

343 Q. The approximate radii of all curves and length of the tangent between curves;

344 R. The area of property proposed to be dedicated for public use or to be reserved by deed
345 covenant for use of all property owners in the subdivision with the conditions, if any, of the
346 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 liquefaction, 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 & 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%, 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.

435 B. Submission Requirements. A government right-of-way acquisition plat submitted under this
436 section shall be reviewed by the community development director as a minor plat and must
437 contain the following information:

438 1. The plat shall describe the entire ownership involved where the division results in a
439 remainder parcel in excess of 10 acres, not intended for immediate sale or other conveyance.
440 The platting authority may waive the requirement for inclusion of the remainder parcel.

DRAFT

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

470 exceed the latest accuracy standards for property surveys as established by the National Society
471 of Professional Surveyors (NSPS).

472 The final plat shall show the following:

- 473 1. The boundary of the platted area showing clearly what stakes, monuments, or other
474 evidence were found or established on the ground to determine the boundary of the
475 subdivision;
- 476 2. Bearing and distance to all monuments used to locate the subdivision boundary;
- 477 3. The basis of bearing and its source shall be shown;
- 478 4. All monuments found shall be indicated. If the monuments were reset by ties, that fact
479 shall be stated;
- 480 5. The plat shall show the following:
 - 481 a. Centerlines of all streets:
 - 482 i. Tangents, lengths and bearings;
 - 483 ii. Curve radii of all curves, curve data which may be in tabular form and include
484 central angles, lengths, radii, and arc and chord bearings;
 - 485 iii. Central or deflection angles of all curves;
 - 486 iv. Arc lengths of all curves;
 - 487 b. Total width of each street, walkway, trail or path being dedicated;
 - 488 c. Width of any existing dedication;
 - 489 d. Width of portions of streets each side of the centerline;
 - 490 e. Width of the following rights-of-way:
 - 491 i. Patent reserves;
 - 492 ii. Section line easements;
 - 493 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 five 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% 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.

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 accordance is 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

633 planning and zoning commission shall state its findings and the specific reasons for its action on
634 the request for a variance and shall also record its action in a Notice of Decision.

635 | **16.16.050 Form and content.**

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

637 A. Application and Fee(s). Applicants shall provide a complete application and pay fees as set
638 out in Section 16.04.080 at the time of application filing. Additional expenses incurred by the
639 city that are associated with the review may be paid at a later date, but prior to action being
640 taken on the application.

641 B. An application for platting variance shall include:

642 1. Legal description of all property(s) subject to the variance;

643 2. A preliminary plat in accordance with Section 16.08.030, Form and contents, prepared
644 by a land surveyor registered in the State of Alaska;

645 3. A written explanation of the conditions, facts and reasons why a variance should be
646 granted and how the variance complies with Section 16.16.020, Approval criteria;

647 4. Technical studies. The applicant may be required to submit technical studies at the
648 discretion of the community development director to demonstrate compliance with the
649 variance approval criteria. These may include, but are not limited to, traffic studies, drainage
650 studies and visual impact studies.



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.

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

706 **16.20.040 Decision-making responsibility.**

707 A. The community development director is the platting authority for applications to vacate the
708 following platted interests:

- 709 1. Drainage easements;
- 710 2. Maintenance easements;
- 711 3. Public utility easements;
- 712 4. Private easements, but only upon the written concurrence of the beneficiaries;
- 713 5. Relocation of any of the above-described interests.

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

720 **16.20.050 Platting authority review.**

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

723 A. The platting authority may recommend the approval of a vacation only if it finds that all the
724 following criteria have been met:

- 725 1. Criterion 1: The area proposed to be vacated is not a right-of-way acquired under
726 the former 43 U.S.C. 932 (RS 2477 right-of-way) unless the application is at the
727 request of an approved vacation of an existing RS 2477 right-of-way by the Alaska
728 Department of Transportation and Public Facilities or the Alaska Department of
729 Natural Resources;
- 730 2. Criterion 2: There is not any current or anticipated future public purpose to retain
731 the area proposed to be vacated;

- 732 3. Criterion 3: The proposed vacation will not have a detrimental effect on the adjacent
733 property or on the neighborhood;
- 734 4. Criterion 4: The proposed vacation is in the best interest of the public;
- 735 5. Criterion 5: The proposed vacation involving a section line easement demonstrates it
736 is in the public interest and there is a reasonably comparable or better alternate
737 means of access.

738 B. The platting authority shall take action on the vacation application within 60 days after the
739 submittal date. The reasons for the decision on the vacation shall be stated in the case record
740 and recorded on a form approved by the Community Development Director.

741 C. Approval Period. The approval of a vacation expires 18 months after the date of approval.
742 The city council may grant one extension of up to 18 months to this deadline after a written
743 request and justification is submitted by the applicant.

744 **16.20.060 Title to vacated area.**

745 A. The title to the right-of-way, public area or easement shall be in accordance with Alaska
746 Statute 29.40.160.

747 B. If the city acquired the right-of-way or other public area vacated by means other than as a
748 platting requirement, the fair market value of the area shall be deposited with the city upon
749 final vacation.

750 **16.20.070 Appeals.**

751 A. For vacations where the community development director is the platting authority, the
752 decision on the vacation is final and may be appealed to the planning and zoning commission.

753 B. For vacations where the city council is the platting authority, the decision on a vacation is
754 final and may be appealed to superior court or a court of competency.

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.

D. 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.

E. 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

Street	Right-of-Way (feet)
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%. 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 fire code in VMC Title 8. 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.

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 is 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.

- 972 D. The city or any person may appeal to the city council in accordance with Section 16.04.070.
- 973 E. The platting authority shall determine criteria and requirements for existing subdivisions
- 974 which have streets not in conformance with design requirements presently existing under this
- 975 title. When in the public interest, the platting authority may require additional improvements
- 976 for streets.

DRAFT

**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;

- 1003 d. Exact transit point;
- 1004 B. All other corners shall be monumented with secondary monuments permanently set:
- 1005 1. Flush to the surface; or
- 1006 2. Protruding no more than four inches above the surface; and
- 1007 3. Stamped with the following information:
- 1008 a. Location and identification;
- 1009 b. Surveyor's license number;
- 1010 c. Year set.
- 1011 C. Monument Material. The following monument material or equal shall be employed in the
- 1012 survey:
- 1013 1. Primary Monuments. Alloyed iron pipe, zinc coated or aluminum pipe.
- 1014 a. Outside diameter, two-inch or larger;
- 1015 b. Cut in 30-inch lengths;
- 1016 c. One end of the pipe shall be split for several inches and the two halves
- 1017 spread to form flanges or a commercially manufactured foot attached.
- 1018 2. A brass or aluminum cap, two and one-half inches or larger in diameter shall be
- 1019 securely attached to the other end by mechanical means.
- 1020 3. If aluminum pipe is used, the monument must contain a magnetic insert as an
- 1021 integral part of its composition.
- 1022 4. In areas where primary monuments are located on rock outcrops or concrete
- 1023 surfaces, a brass or aluminum tablet two and one-half inch diameter with a one-half
- 1024 inch diameter stem shall be cemented into a drilled hole. The tablet shall be flush with
- 1025 the surrounding surface. The tablet shall include a magnetic insert as an integral part of
- 1026 its composition.
- 1027 D. Secondary Monuments.

- 1028 1. Cap one and one-half inch or larger secured by friction fit or mechanical means to
1029 five-eighths inch steel rebar or other ferrous metal rod.
- 1030 2. The rods shall penetrate a minimum of 30 inches below the surface.
- 1031 4. In areas where secondary monuments are located on rock outcrop or concrete
1032 surfaces, the procedure for primary monuments shall be followed.
- 1033 E. Reference Monuments. Reference monuments may used when the actual corner location
1034 cannot be set or if required for other reasons.
- 1035 1. Minimum requirements are the same as those for secondary monuments.
- 1036 2. All reference caps will be marked with the following information:
- 1037 a. Distance to monument;
- 1038 b. Surveyor's license number;
- 1039 c. Designation of and an arrow pointing to the referenced "corner";
- 1040 d. Date set.
- 1041 3. Witness corners shall be used when the actual location of the corner cannot be set
1042 and shall meet the following:
- 1043 a. Witness distance shall be shown on the plat, from the existing monument, as
1044 set, to the true corner position.
- 1045 b. Witness corners shall be set on the property line at a distance considered
1046 reasonable and practical from the true corner point.
- 1047 F. Monument material requirements are minimum standards. Other materials of equal or
1048 higher quality approved by the city engineer shall be allowed.
- 1049 G. The Community Development Director may approve the use of monuments other than
1050 required by this section when warranted by specific field conditions.

1051 **16.28.020 Required facilities.**

1052 Where applicable, before the final plat may be considered for approval, the applicant shall
1053 provide and dedicate the following facilities and improvements in accordance with the City of

1054 Valdez Standard Specifications document. The applicant shall provide to the city engineer, as-
1055 built drawings of the improvements certified by a licensed engineer in the State of Alaska.
1056 Facilities and improvements shall be installed within 24 months.

1057 A. Water and Sewer. Water and sanitary sewer mains, lift stations and laterals to the lot lines
1058 where the subdivision is within 200 feet of land served by water and sewer.

1059 B. Streets. All new streets, and additional right-of-way along existing streets, shall conform
1060 with Section 16.24.110. No required dedication shall exceed 100 feet of width except for cul-de-
1061 sacs and street boulevards for center strip drainage. Where collector and major streets lie
1062 within the plat, the applicant shall not be required to provide improvements in excess of those
1063 normally required to serve the development itself. The platting authority may waive the
1064 requirement for paving where the subdivision is in a rural area.

1065 C. Stormwater Mains. Stormwater mains shall be provided as deemed necessary by the city
1066 engineer.

1067 D. Surface Drainage. Curb and gutter or other adequate facilities to provide surface water
1068 drainage as deemed necessary by the city engineer.

1069 E. Erosion Control. All open cuts of ground shall be returned in a satisfactory condition as
1070 determined by the city engineer. Seeding shall be provided for any open cut subject to
1071 excessive erosion. Barriers shall be placed at intervals and at right angles to the flow of water to
1072 prevent erosion.

1073 F. Snow Storage. Snow storage shall be provided per Section 16.24.060 on property that has
1074 been deeded to the city.

1075 G. Street Signs. Street signs indicating street name, speed limits and other appropriate
1076 notification shall be provided as deemed necessary by the city engineer and community
1077 development department.

1078 H. Street Lights. Street lights illuminating intersections and lengths of street shall be provided
1079 as deemed necessary by the city engineer.

1080 **16.28.030 Bond required.**

1081 When facilities and improvements required by this chapter have not been fully installed at the
1082 time the plat is submitted for final approval, the applicant shall file with the community
1083 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.

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.



Legislation Text

File #: 26-0153, **Version:** 1

ITEM TITLE:

Approval of Temporary Land Use Permit #26-07 for Alyeska Pipeline Service Company, Agent for TAPS Owners, for an Approximately 2.5-acre Portion of Tract B & E Section 34 ASCS 98-30 (Brown's Creek) Per Plat 2016-7 Owned by the City of Valdez

SUBMITTED BY: Nicole Chase, Senior Planner

FISCAL NOTES:

Expenditure Required: N/A
Unencumbered Balance: N/A
Funding Source: N/A

RECOMMENDATION:

Approve temporary land use permit #26-07 for Alyeska Pipeline Service Company, agent for TAPS owners for an approximately 2.5-acre portion of Tract B & E Section 34 ASCS 98-30 (Brown's Creek) per Plat 2016-7

SUMMARY STATEMENT:

Community Development staff received temporary land use permit application from the Alyeska Pipeline Service Company, an agent of Trans-Alaska Pipeline owners, for use of an approximately 2.5 acre portion of Tract B & E Section 34 ASCS 98-30 (Brown's Creek) per Plat 2016-7 for five months starting no later than July 1, 2026.

Alyeska has requested use of the property to support investigation of the buried pipeline at Trans-Alaska Pipeline Milepost 784-6. *"The proposed land use will support the investigation of the buried pipeline at Trans-Alaska Pipeline Milepost 783.89. One edge of the excavation will likely extend onto the City property with the majority being inside the TAPS right-of-way on state land. Excavators, dump trucks, pick-up trucks, boomtrucks, abrasive-blasting and pipe coating skids, welding skids, heaters, light plants will be used, with all except the excavator bucket expected to be situated within the existing right-of-way. Site ingress and egress from/to the Richardson Highway will use the existing TAPS access roads and workpad within the existing rights-of-way. The excavation will extend to about 2.5 feet beneath the bottom of the pipe and will remain open at that depth until the inspection, repairs and re-coating are complete. The excavated materials will be temporarily stockpiled on the workpad and re-used as backfill of the excavation. The disturbed areas will be restored to their pre-dig grade and drainage patterns in accordance with TAPS manual MR-48, Section 23, Erosion Control."* (see attached application and narrative).

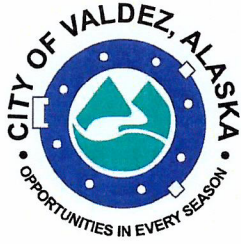
The area requested is vacant, zoned public lands, totaling approximately 2.5 acres.

Per Valdez Municipal Code 17.12.120 (F) (2), temporary land use permits greater than ten days in duration and not to exceed six months may be granted by the Planning and Zoning Commission. Fees for temporary land use permits of this type were established by City Council with Resolution #23-43. For the period Alyeska has requested, the permit cost for the 2.5 acre portion will be \$1,250.00.

City Manager, Public Works Director, and Parks and Recreation Director were solicited for comments on the application and had no objections.

Pursuant to Valdez Municipal Code 17.12.120 (G) *Approval Criteria*, staff review of the proposed temporary use request found that all 10 approval criteria were satisfied.

Per VMC 17.12.120 (I) (5), if temporary land use permit 26-07 is approved by the Planning and Zoning Commission, the decision will be reported to City Council.



CITY OF VALDEZ TEMPORARY LAND USE PERMIT APPLICATION

All fields are required. If not applicable, please mark with N/A or dash.

Office Use Only

Application Number

26-07

Date Received

4/3/26

Initials

NC

Zoning District

Permitted Use?

Yes ☒ No

APPLICANT INFORMATION

Name

Alyeska Pipeline Service Company, Agent for TAPS Owners

Phone

[REDACTED]

Email

[REDACTED]

Mailing Address

[REDACTED]

[REDACTED]

REPRESENTATIVE INFORMATION (if applicable)

Name

Peter Nagel

Phone

same as above

Email

[REDACTED]

Mailing Address

[REDACTED]

[REDACTED]

PROPERTY INFORMATION

Property Owner Name

City of Valdez

Legal Description

Lot _____ Block _____ Subdivision/Survey T 9 S, R 4 W Section 34 (CRM)

Physical Address

Pipeline Milepost 783.89, ASLS no. 98-30, Tract B per Plat 2016-7 VRD

Property Description

Adjacent to TAPS right-of-way above Browns Creek

Proposed Use of Area (attach a narrative, if more detail is required)

Total Use Area Dimensions two parcels 800'x50' and 700'x100'; 2.5 acres total
Term Requested five months, July 1 through November 30
Parking Area Dimensions n/a

TEMPORARY BUILDINGS/STRUCTURES *(if applicable)*

Detail the number of temporary buildings, and the dimensions, type, and use for each.

ORGANIZATION TYPE

- ☐ Individual ☒ Corporation
☐ Sole Proprietorship ☐ Non Profit
☐ Partnership ☐ Other *(please explain)* _____

ADDITIONAL MATERIALS REQUIRED *(the following must be submitted when applying for a TLUP)*

- ☒ **Site Plan** *(including lot boundaries, use area boundaries, parking dimensions, and proposed temporary buildings)*
☒ **Certificate of Liability Insurance** *(may be submitted following approval, but is required prior to permit issuance)*
☐ **State of Alaska Business License** *(and any applicable professional licenses)* ON FILE
☐ **City of Valdez Business Registration** ON FILE

APPLICANT SIGNATURE _____ **DATE** March 18, 2026

(Your signature above certifies that you are the official representative of this business and that all information included on this form is accurate.)

ADDITIONAL INFORMATION

Forms may be emailed to communitydevelopment@valdezak.gov or dropped off at the Community Development Window in City Hall. For a fillable PDF form, visit valdezak.gov/275/City-Forms

To submit via mail, send to the following address:

Community Development
City of Valdez
PO Box 307
Valdez, AK 99686

QUESTIONS?

Call the City of Valdez Community Development Department at **907-834-3401** or email communitydevelopment@valdezak.gov.

From: [Nagel, Peter C.](#)
To: [Nicole Chase; Community Development](#)
Cc: [West, Jeri](#)
Subject: TAPS, Land Use Application for Maintenance, PLMP 783.89
Date: Wednesday, March 18, 2026 1:15:07 PM
Attachments: [image001.jpg](#)
[MP783dig26_CoVtlupaSigned.pdf](#)
[dig26mp783dwg.pdf](#)
[APSC Self-Insured Letter 15Jan2026.pdf](#)

Alyeska letter no. 59268

Dear Nicole Chase:

Thank you for Temporary Land Use Permit Agreement 26-02 at the winter investigation site in Tract C of ASCS 98-30 (Browns Creek).

Now, Alyeska is applying for similar permission at the subject site which is scheduled to begin no earlier than July 1st. Attached is Alyeska's signed application to the City together with the map/site plan and narrative details following:

The proposed land use will support the investigation of the buried pipeline at Trans-Alaska Pipeline Milepost 783.89. One edge of the excavation will likely extend onto the City property with the majority being inside the TAPS right-of-way on state land. Excavators, dump trucks, pick-up trucks, boom-trucks, abrasive-blasting and pipe coating skids, welding skids, heaters, light plants will be used, with all except the excavator bucket expected to be situated within the existing right-of-way. Site ingress and egress from/to the Richardson Highway will use the existing TAPS access roads and workpad within the existing rights-of-way.

The excavation will extend to about 2.5 feet beneath the bottom of the pipe and will remain open at that depth until the inspection, repairs and re-coating are complete. The excavated materials will be temporarily stockpiled on the workpad and re-used as backfill of the excavation. The disturbed areas will be restored to their pre-dig grade and drainage patterns in accordance with TAPS manual MR-48, Section 23, Erosion Control.

The Alyeska letter stating its self-insurance coverage is also attached. I am available for any questions on the work and application.

Sincerely,
Peter Nagel

Peter C. Nagel, SR/WA
Lands Manager, Alyeska Pipeline Service Company

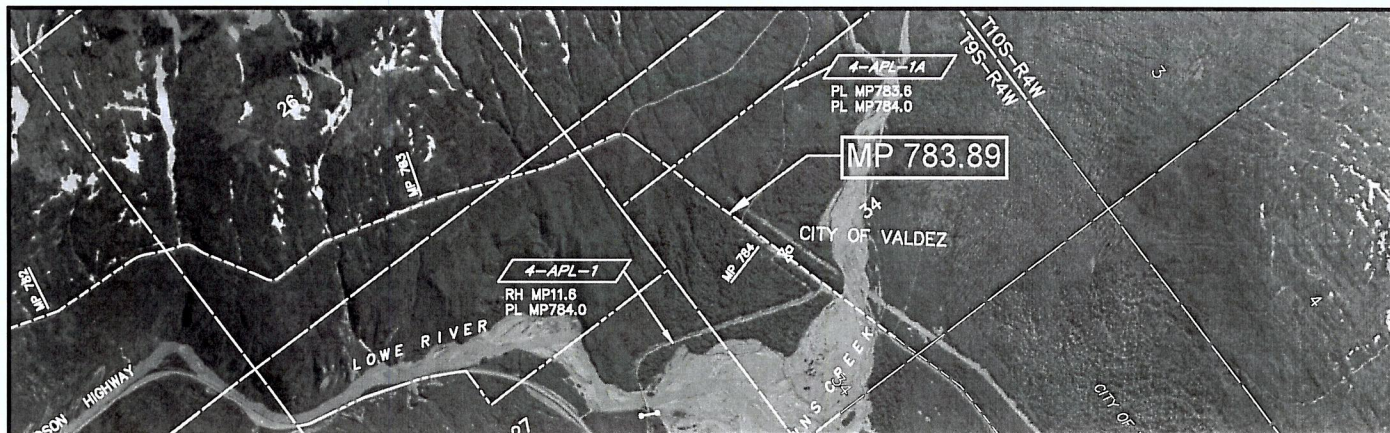
logonew



Phone: [REDACTED] Fax: [REDACTED]
E-mail: [REDACTED]

Protected Document. Refer to Alyeska Data Classification Policy, LEGAL-DPOL-001.

AFFECTED BY:



G-100 ALIGNMENT SHEET 140
ADJACENT LAND OWNER: CITY OF VALDEZ
MERIDIAN: COPPER RIVER, T9S R4W, SECTION 34, NW4NE4
LATITUDE: 61.048° LONGITUDE: 145.914°
ESTIMATED EXCAVATION VOLUME: 1,350 CY
ESTIMATED EXCAVATION AREA: 0.14 AC
APPROX TEMPORARY LAND USE: 2.53 AC

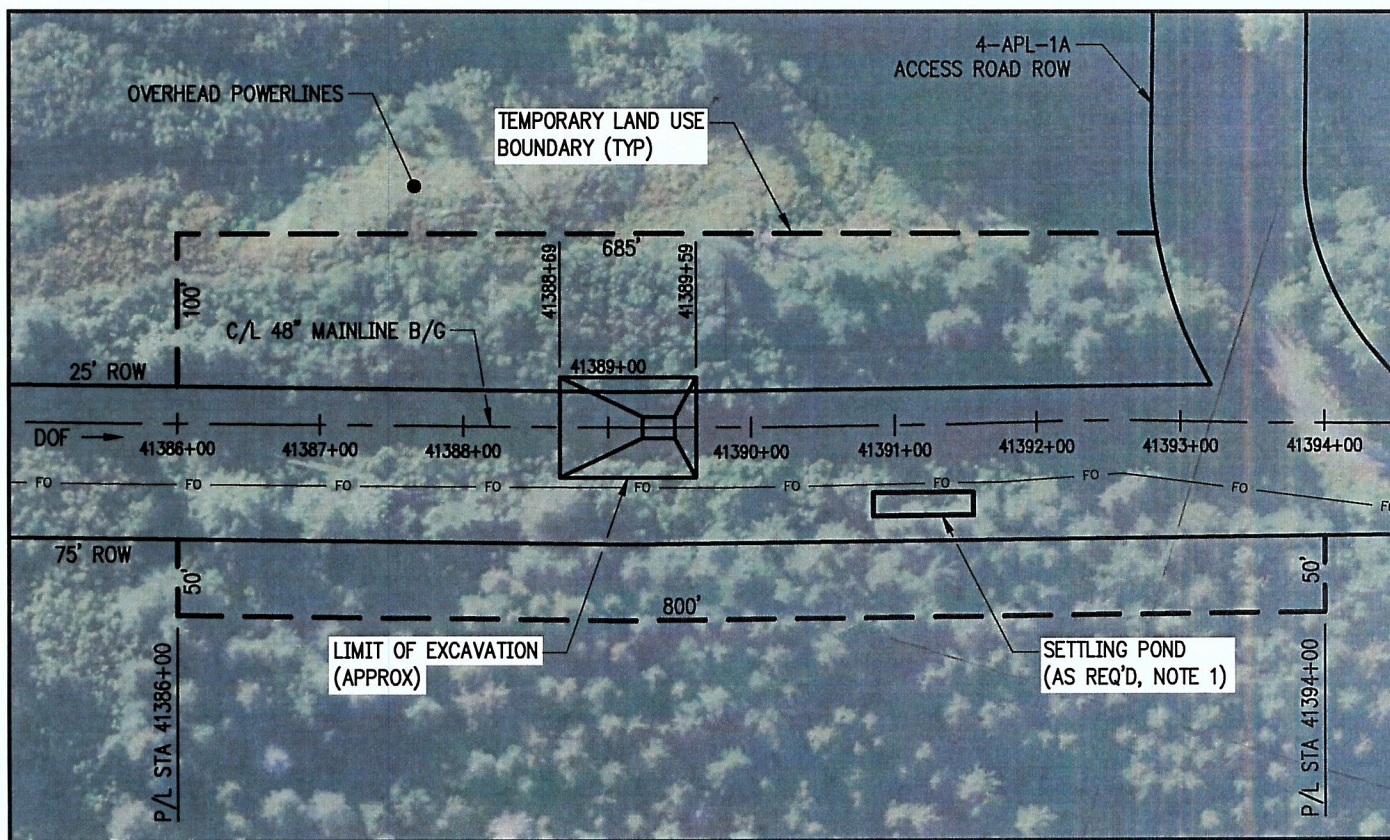
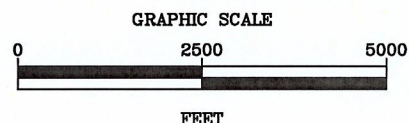
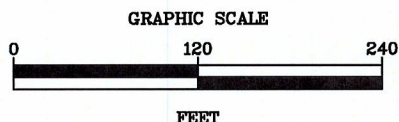


PHOTO DATE: 2021



NOTE 1:
DISCHARGE DIRECTION, LOCATION, SIZE AND NUMBER OF SETTLING
PONDS TO BE FIELD-DETERMINED ACCORDING TO DEWATERING PLAN
INSTRUCTIONS.

ALYESKA PIPELINE SERVICE CO.

TRANS ALASKA PIPELINE SYSTEM

DATE: 08/22/25

A-00-PER783.89

SCALE: AS NOTED

SHEET 1 OF 1

2026 MAINLINE INTEGRITY INVESTIGATIONS
TAPS MP 783.89
PLAN

REV. A

A

DWN. JAM

CKD. SMK

APPR. JPD

AUTOCAD DWG. DO NOT REVISE MANUALLY.

FILE DATE: -

PLOT SCALE: -

FILENAME: -

Total Use Area Dimensions two parcels 800'x50' and 700'x100'; 2.5 acres total
Term Requested five months, July 1 through November 30
Parking Area Dimensions n/a

TEMPORARY BUILDINGS/STRUCTURES (if applicable)

Detail the number of temporary buildings, and the dimensions, type, and use for each.

ORGANIZATION TYPE

☐ Individual ☒ Corporation
☐ Sole Proprietorship ☐ Non Profit
☐ Partnership ☐ Other (please explain) _____

ADDITIONAL MATERIALS REQUIRED (the following must be submitted when applying for a TLUP)

☒ **Site Plan** (including lot boundaries, use area boundaries, parking dimensions, and proposed temporary buildings)
☒ **Certificate of Liability Insurance** (may be submitted following approval, but is required prior to permit issuance)
☐ **State of Alaska Business License** (and any applicable professional licenses) ON FILE
☐ **City of Valdez Business Registration** ON FILE

APPLICANT SIGNATURE Nagel, Peter C. Digitally signed by Nagel, Peter C.
Date: 2026.04.09 11:07:34 -08'00' **DATE** March 18, 2026

(Your signature above certifies that you are the official representative of this business and that all information included on this form is accurate.)

ADDITIONAL INFORMATION

Forms may be emailed to communitydevelopment@valdezak.gov or dropped off at the Community Development Window in City Hall. For a fillable PDF form, visit valdezak.gov/275/City-Forms

To submit via mail, send to the following address:

Community Development
City of Valdez
PO Box 307
Valdez, AK 99686

QUESTIONS?

Call the City of Valdez Community Development Department at **907-834-3401** or email communitydevelopment@valdezak.gov.