MATANUSKA-SUSITNA BOROUGH ACTION MEMORANDUM

SUBJECT: REQUEST TO ELIMINATE THE EXISTING 15' WIDE PLATTED POWER LINE EASEMENT WITHIN TRACT 5-2, SPRINGER SUBDIVISION NO. 2, PLAT #67-1, LOCATED WITHIN SECTION 17, TOWNSHIP 17 NORTH, RANGE 02 EAST, SEWARD MERIDIAN, ALASKA, LYING EAST OF THE S. GLENN HIGHWAY AND DIRECTLY NORTH OF E. OUTER SPRINGER LOOP.

AGENDA: SEPTEMBER 21, 2021 ASSEMBLY ACTION: Approved Under the Consert agenda 9-1-1 MANAGER RECOMMENDATION: Present to the assembly for consideration.

APPROVED BY MIKE BROWN, BOROUGH MANAGER:

Route To:	Department/Individual	Initials	Remarks
	Originator	70	
	Planning Director A.Strawn	C	
	Finance Director	av	
	Borough Attorney	NS	
	Borough Clerk	Am 9/13	2121 BSDA

ATTACHMENT(S): Fiscal Note: Yes No X Platting Board Minutes, 08/19/2021 (11 pages) Platting Board Action Letter (2 pages) Vicinity Map (4 pages)

REASON FOR REQUEST: The request is to vacate an existing 15' Power Line Easement on Tract 5-2, Springer Subdivision No. 2, Plat #67-1. Located within Section 17, Township 17 North, Range 02 East, Seward Meridian, Alaska, lying east of S. Glenn Highway and directly north of E. Outer Springer Loop.

SUMMARY STATEMENT: On August 19, 2021 (written decision August 27, 2021), the Platting Board approved the elimination of the existing 15' wide Power Line Easement, contingent on Assembly approval. The petitioner obtained nonobjection letters from all four utility companies, agreeing with the elimination.

RECOMMENDATION OF ADMINISTRATION: Staff recommends the Assembly approve the vacation of the existing 15' wide Power Line Easement, as the Platting Board's decision is consistent with MSB 43.15.032 which allows for elimination or modification of a utility easement provided that the authority having jurisdiction over the easement consents and a vacation resolution is recorded along with a graphic representation showing the specific area eliminated.

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AM No. 21-093

The regular meeting of the Matanuska-Susitna Borough Platting Board was held on August 19, 2021, at the Matanuska-Susitna Borough Assembly Chambers, 350 E. Dahlia Avenue, Palmer, Alaska. The Meeting was called to order at 1:02 p.m. by Chair LaMarr Anderson.

1. CALL TO ORDER

A. ROLL CALL AND DETERMINATION OF QUORUM (by Administrative Specialist)

Platting Board members present and establishing a quorum:

Mr. Pio Cottini, District Seat #1 Mr. LaMarr Anderson, District Seat #2, Chair Mr. John Shadrach, District Seat #3 Mr. Dan Bush, District Seat #4 Mr. Dennis Vau Dell, District Seat #5 Mr. Wilfred Fernandez, District Seat #6, Vice Chair Mr. Alan Leonard, District Seat #7

Platting Board members absent and excused were:

Ms. Barbara Doty, Alternate Ms. Amanda Salmon, Alternate

Staff in attendance:

Mr. Fred Wagner, Platting Officer Ms. Sloan Von Gunten, Platting Administrative Specialist Ms. Amy Otto-Buchanan, Platting Technician

B. THE PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Mr. Pio Cottini.

C. APPROVAL OF THE AGENDA

Chair Anderson inquired if there were any changes to the agenda.

GENERAL CONSENT: The agenda was approved without objections.

2. APPROVAL OF MINUTES

Chair Anderson inquired if there were any changes to the minutes for July 15, 2021.

GENERAL CONSENT: The minutes for July 15, 2021 were approved without objections.

- 3. AUDIENCE PARTICIPATION & PRESENTATIONS (Three minutes per person, for items not scheduled for public hearing)
- A. Persons to Be Heard (There are no persons to be heard)
- 4. UNFINISHED BUSINESS: Quasi-Judicial Matters (There is no Unfinished Business)

5. RECONSIDERATIONS/APPEALS

(There are no Reconsiderations/Appeals)

6. PUBLIC HEARINGS: Quasi-Judicial Matters

Platting Board members may not receive or engage in ex-parte contact with the applicant, other parties interested in the application, or members of the public concerning the application or issues presented in the application.

A. <u>LATITUDE NORTH ESTATES MASTER PLAN</u>: The request is to create 25 lots, by three phases, from Tax Parcel D3, to be known as Latitude North Estates Master Plan, containing 41.587 acres +/-. The plat is located south of the intersection of W. Big Lake Road and W. Parks Highway (Tax ID # 17N03W12D003); within the E ½ SE ½ Section 12, Township 17 North, Range 03 West, Seward Meridian, Alaska. In the City of Houston and Assembly District #7. Continued from July 15, 2021 Platting Board Hearing. (*Owner/Petitioner: Latitude North Construction LLC; Surveyor: Farmer; Staff: Amy Otto-Buchanan*)

Chair Anderson:

• Read the statement regarding Ex-Parte & Interest on quasi-judicial actions into the record; there was no objection noted by the platting board.

Ms. Von Gunten provided the mailing report:

• Stating that 41 public hearing notices were mailed out on June 23, 2021.

Ms. Amy Otto-Buchanan:

- Gave an overview of the case, #2021-105.
- Staff recommends approval of the case with findings of fact and conditions.

Chair Anderson invited the petitioner and/or the petitioner's representative to give a brief overview.

Ms. Joy Cypra. the petitioner's representative, gave a brief overview.

Chair Anderson:

- Opened the public hearing for public testimony.
- There being no one to be heard, the chair closed the public hearing.
- Invited the petitioner or their representative to provide their comments.

Ms. Joy Cypra, the petitioner's representative, explained their views on the design of the project regarding Parcel A. Answered questions from the Platting Board.

Discussion ensued between the platting board and the petitioner's representative on the design and the variance regarding Parcel A.

TIME: 1:40 P.M. CD: 0:39:55

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The Platting Board to a Break for the Petitioner and the Petitioner's Representative to talk to each other on what they would like to do for this case.

TIME: 1:47 P.M. CD: 0:47:07

Ms. Joy Cypra, the petitioner's representative, let the board know that they wish to continue the case with the intent to do the variance.

More Discussion by the platting board on the case project.

Chair Anderson moved to the Platting Board for a motion.

- MOTION: Platting Member Fernandez moved to approve the preliminary plat for Latitude North Estate Master Plan, and the variance from MSB 43.20.281(A)(1) with 10 recommendations.
 - The motion did not have a second.
 - The motion failed.
- MOTION: Platting Member Vau Dell moved to continue the preliminary plat for Latitude North Estates Master Plan, and the variance from MSB 43.20.281(A)(1) to 6 month or earlier to complete submittal requirements. The motion was seconded by Platting Member Shadrach.

The Platting Board would like more information regarding the well, the church's opinion on their parking lot being taken away, and the zoning issues regarding residential and commercial.

VOTE: The motion passed with all in favor.

TIME: 2:04 P.M. CD: 01:04:13

B. <u>CHILLIGAN NORTH</u>: The request is to create 12 lots from Tract A, Hand Subdivision, Plat No. 2004-38, to be known as Chilligan North, containing 17.06 acres +/-. Petitioner will be extending S. Chilligan Drive for access to the new lots. The plat is located north of E. Fairview Loop and south of S. Bay View Drive, within the city limits of Wasilla (Tax ID #5510000T00A); located within the NE ¼ Section 15, Township 17 North, Range 01 West, Seward Meridian, Alaska. In Assembly District #4. Continued from August 5, 2021 Platting Board Hearing. (*Owner/Petitioner: Andrei Prokoshev; Surveyor: HLS; Staff: Amy Otto-Buchanan*)

Chair Anderson:

• Read the statement regarding Ex-Parte & Interest on quasi-judicial actions into the record; there was no objection noted by the platting board.

Ms. Von Gunten provided the mailing report:

• Stating that 87 public hearing notices were mailed out on July 14, 2021.

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Platting Member Vau Dell requested from the chair time to read the handout given to the board from the petitioner's representative. The Chair granted the time.

TIME: 2:07 P.M. CD: 01:06:52 Break to read the handout given by the petitioner's representative before the case started. TIME: 2:15 P.M. CD: 01:04:13

Ms. Amy Otto-Buchanan:

- Gave an overview of the case, #2021-105.
- Staff recommends approval of the case with findings of fact and conditions.

Chair Anderson invited the petitioner and/or the petitioner's representative to give a brief overview.

The petitioner and/or the petitioner's representative passed on giving an overview.

Chair Anderson:

- Opened the public hearing for public testimony.
- There being no one else to be heard, the chair closed the public hearing.
- Invited the petitioner or their representative to provide their comments.

Craig Hanson, the petitioner's representative, gave an update on the project and information that was gathered for the board from the continuance from the last meeting.

Answered questions from the board and tried to explain to the board what is good to stay and what needs to be changed to approve the case under MSB code.

Chair Anderson moved to the Platting Board for a motion.

MAIN

MOTION: Platting Member Fernandez moved to approve the preliminary plat for Chilligan North with 10 recommendation. The motion was seconded by Platting Member Leonard. There are 7 findings of facts.

Discussion ensued by the platting board on the road standards and the construction manual, on what is possible for this platting action. More discussion on the front and back slop cut.

Amended

MOTION: Platting Member Cottini moved to amend the motion to modify recommendation #5. The motion was seconded by Platting Member Bush.

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Recommendations:

• Modify #5: Certify or upgrade S. Togiak Avenue to residential subcollector standards to the point in the street where the average daily traffic count requires upgrade to satisfy code. Coordinate with MSB for work within MSB right-of-way.

Discussion on recommendation #5.

Amended

VOTE: The amended motion to modify recommendation #5 failed with 4 against (Bush Vau Dell, Fernandez, Leonard) and 3 in favor (Cottini, Shadrach, Anderson).

Main Motion

VOTE: The main motion to approve the preliminary plat for Chilligan North passed with 6 in favor (Cottini, Fernandez, Leonard, Anderson, Bush, Shadrach) and 1 against (Vau Dell). There are 7 finding of facts and 10 Recommendations.

TIME: 3:10 P.M. CD: 02:09:53

C. <u>MEADOW LAKE ESTATES</u>: The request is to create eight lots from Tax Parcel B3 (Parcel #4, MSB Waiver 71-78, unrecorded), to be known as Meadow Lake Estates, containing 40 acres +/-. Petitioner is requesting the vacation of a 30' wide right-of-way on the northern boundary, and will be replaced by a 60' wide right-of-way, to be used for access to six of the lots. The plat is located east and west of N. Pittman Road (Tax ID # 18N02W22B003); located within the SE ¼ NW ¼ Section 22, Township 18 North, Range 02 West, Seward Meridian, Alaska. Within the Meadow Lakes Community Council and in Assembly District #7. (*Owner/Petitioner: Alaska Roots LLC; Surveyor: GPS; Staff: Amy Otto-Buchanan*)

Chair Anderson:

• Read the statement regarding Ex-Parte & Interest on quasi-judicial actions into the record; there was no objection noted by the platting board.

Ms. Von Gunten provided the mailing report:

• Stating that 130 public hearing notices were mailed out on July 28, 2021.

Ms. Amy Otto-Buchanan:

- Gave an overview of the case, #2021-108/109.
- Staff recommends approval of the case with findings of fact and conditions.

Chair Anderson invited the petitioner and/or the petitioner's representative to give a brief overview.

Ms. Lindsey Vaughn, the petitioner's representative, gave a brief overview.

Chair Anderson:

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• Opened the public hearing for public testimony.

The following person spoke regarding their concerns on access and development: Ms. Christie Wierzbicki

The following person agrees on the road going through on the subdivision. Is concerned on traffic and connectivity: Mr. Philip Evans.

Chair Anderson:

- There being no one else to be heard, the chair closed the public hearing.
- Invited the petitioner or their representative to provide their comments.

Ms. Lindsey Vaughn, the petitioner's representative, provided more information regarding the project and what will be development on the property. Answered questions from the platting board.

Chair Anderson moved to the Platting Board for a motion.

MOTION: Platting Member Fernandez moved to approve the preliminary plat for Meadow Lake Estates and the vacation of the 30' wide right-of-way, with 10 recommendations. The motion was seconded by Platting Member Cottini.

Discussion ensued by the platting board and staff on the vacation.

TIME: 3:35 P.M. CD: 02:34:43 BREAK TIME: 3:45 P.M. CD: 02:45:18

Amended

MOTION: Platting Member Vau Dell moved to Add recommendation #11.

- "Dedicate a 60" wide right-of-way east from N. Pittman Road to tax parcel A7 as required by MSB 43.20.100 (C)".
- The motion did not have a second.
- The motion failed.

Amended

MOTION: Platting Member Shadrach moved to add recommendation #4e. The motion was seconded by Platting Member Vau Dell.

Recommendations:

• Add #4e: Construct W. Meadow Place to N. Sasbo Bluff Loop.

Discussion on recommendation #4 and road standards.

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Amended	
VOTE:	The amended motion to add recommendation #4e passed with 6 in favor (Cottini,
	Vau Dell, Leonard, Anderson, Bush, Fernandez) and 1 against (Cottini).

Amended

MOTION: Platting Member Shadrach moved to amend recommendation #4. The motion was seconded by Platting Member Leonard.

RECOMMENDATION:

• Modify #4: Construct interior street to MSB residential street standards.

Amended

VOTE: The amended motion to modify recommendation #4 passed with all in favor.

Amended

MOTION: Platting Member Bush moved to amend recommendation #6. The motion was seconded by Platting Member Leonard.

RECOMMENDATION:

• Modify #6: Dedicate a 60' wide right-of-way east from N. Pittman Road to tax parcel A7 as required by MSB 43.20.100 (C).

Discussion on the vacation and recommendations.

Amended

VOTE: The amended motion to modify recommendation #6 passed with all in favor.

MAIN MOTION

VOTE: The main motion to approve the preliminary plat for Meadow Lake Estates passed with all in favor. There are 8 finding of facts and 10 Recommendations with changes and modifications.

TIME: 4:16 P.M. CD: 03:16:21

D. SPRINGER RSB TRACT 5-2: The request is to eliminate the 15 foot Powerline Easement within Tract 5-2, Springer Subdivision, Plat #67-1. The property is located east of S. Glenn Highway, and directly north of E. Outer Springer Loop. (Tax ID #3041000T005-2); lying within Section 17, Township 17 North, Range 02 East, Seward Meridian, Alaska. In the Greater Palmer Community Council and in Assembly District #2. (Owner/Petitioner: Ruth L. Loyer; Surveyor: Acutek; Staff: Fred Wagner)

Chair Anderson:

• Read the statement regarding Ex-Parte & Interest on quasi-judicial actions into the record; there was no objection noted by the platting board.

Ms. Von Gunten provided the mailing report:

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• Stating that 82 public hearing notices were mailed out on July 28, 2021.

Mr. Fred Wagner:

- Gave an overview of the case, #2021-102.
- Staff recommends approval of the case with findings of fact and conditions.

Chair Anderson invited the petitioner and/or the petitioner's representative to give a brief overview.

The petitioner and/or the petitioner's representative, was not present at the hearing.

Chair Anderson:

- Opened the public hearing for public testimony.
- There being no one to be heard, the chair closed the public hearing.
- Invited the petitioner or their representative to provide their comments.

The petitioner and/or the petitioner's representative, was not present at the hearing.

Chair Anderson moved to the Platting Board for a motion.

- MOTION: Platting Member Fernandez moved to approve the elimination of the 15' wide Utility Easement for Springer No. 2 Tract 5-2, with 6 recommendations. The motion was seconded by Platting Member Shadrach.
- VOTE: The motion passed with all in favor by general consent. There are 7 findings of fact.

TIME: 4:25 P.M. CD: 03:24:39

E. <u>AURORA HEIGHTS MASTER PLAN</u>: The request is to create 21 lots from Tax Parcel C3 by two-phase Master Plan, to be known as Aurora Heights MSP, containing 40.0 acres +/-. Interior and exterior roads will be constructed to provide access to all lots. The property is located west of S. Knik Goose Bay Road, north of W. Carmel Road and directly east of S. This Way. (Tax ID # 17N02W33C003); lying within the NW ¼ SW ¼ Section 33, Township 17 North, Range 02 West, Seward Meridian, Alaska. In the Knik-Fairview Community Council and in Assembly District #5. (*Owner/Petitioner: Three Rivers Development, LLC / Justin Binder; Surveyor: Keystone; Staff: Fred Wagner*)

Chair Anderson:

• Read the statement regarding Ex-Parte & Interest on quasi-judicial actions into the record; there was no objection noted by the platting board.

Ms. Von Gunten provided the mailing report:

• Stating that 35 public hearing notices were mailed out on July 28, 2021.

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Mr. Fred Wagner:

- Gave an overview of the case, #2021-110.
- Staff recommends approval of the case with findings of fact and conditions.

Chair Anderson invited the petitioner and/or the petitioner's representative to give a brief overview.

Mr. Gary LoRusso, the petitioner's representative, gave a brief overview.

Chair Anderson:

- Opened the public hearing for public testimony.
- There being no one to be heard, the chair closed the public hearing.
- Invited the petitioner or their representative to provide their comments.

Mr. Gary LoRusso, the petitioner's representative, agrees with all recommendations and answered questions from the platting board.

Chair Anderson moved to the Platting Board for a motion.

- MOTION: Platting Member Leonard moved to approve the preliminary plat for Aurora Heights Master Plan, with 8 recommendations. The motion was seconded by Platting Member Shadrach.
- VOTE: The motion passed with 6 in favor (Anderson, Cottini, Fernandez, Shadrach, Bush, Leonard) and 1 against (Vau Dell). There are 7 findings of fact.

TIME: 4:38 P.M. CD: 03:38:30

F. <u>FAIRVIEW HEIGHTS</u>: The request is to create 11 lots from Tracts 2 & 3, Fairview Estates, Plat #72-62, to be known as Fairview Heights, containing 11.68 acres +/-. Interior roads will be constructed to provide access to all lots. The property is west of S. Well Site Road, east of S. Twin Peaks Drive, and along W. Fairview Loop. (Tax ID #6109000T002, 6109000T003); lying within the NW ¼ Section 28, Township 17 North, Range 01 West, Seward Meridian, Alaska. In the Knik-Fairview Community Council and in Assembly District #3. (Owner/Petitioner: Premier Valley Homes, Inc / Alvaro Norino; Surveyor: Keystone; Staff: Fred Wagner)

Chair Anderson:

• Read the statement regarding Ex-Parte & Interest on quasi-judicial actions into the record; there was no objection noted by the platting board.

Ms. Von Gunten provided the mailing report:

• Stating that 73 public hearing notices were mailed out on July 28, 2021.

Mr. Fred Wagner:

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- Gave an overview of the case, #2021-111.
- Staff recommends approval of the case with findings of fact and conditions.
- Finding #7 to be corrected with "There was 1 concern and 2 objections from the public "

Chair Anderson invited the petitioner and/or the petitioner's representative to give a brief overview.

Mr. Gary LoRusso, the petitioner's representative, gave a brief overview.

Chair Anderson:

• Opened the public hearing for public testimony.

The following person spoke regarding their concerns on drainage, well and septic, access, and the development of 11 lots: Mr. Timothy Sage.

The following person spoke regarding their concerns on the hazard and dangers when developing. Does not support this development project: Mr. Jeri Stewart.

Chair Anderson:

- There being no one else to be heard, the chair closed the public hearing.
- Invited the petitioner or their representative to provide their comments.

Mr. Gary LoRusso, the petitioner's representative, gave more details on the project and answered questions from the platting board.

Chair Anderson moved to the Platting Board for a motion.

MOTION: Platting Member Fernandez moved to approve the preliminary plat for Fairview Heights, with 9 recommendations. The motion was seconded by Platting Member Vau Dell.

VOTE: The motion passed with all in favor. There are 7 findings of fact.

7. ITEMS OF BUSINESS & MISCELLANEOUS (There are no Items of Business & Miscellaneous)

8. PLATTING STAFF & OFFICER COMMENTS

- A. Adjudicatory (if needed)
- B. Upcoming Platting Board Agenda Items

Mr. Wagner provided a brief update on cases that will be coming before the Platting Board on September 2, 2021. Gave an update of the platting workload. There is no meeting for September 16, 2021 as there are no cases to be heard.

Ms. Von Gunten had no announcement at this time.

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9. BOARD COMMENTS

- Platting Member Leonard had no comments.
- Platting Member Shadrach had no comments.
- Platting Member Cottini had no comments.
- Platting Member Vau Dell had no comments.
- Platting Member Fernandez had no comments.
- Platting Member Bush had no comments.
- Platting Member Anderson thanked staff and the board for their work.

10. ADJOURNMENT

With no further business to come before the Platting Board, Chair Anderson adjourned the meeting at 5:00 p.m. (CD: 03:59:51)

LAMARR ANDERSON, Platting Board Chair

ATTEST:

SLOAN VON GUNTEN, Platting Board Clerk

Minutes approved:

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MATANUSKA-SUSITNA BOROUGH

Platting Division 350 East Dahlia Avenue • Palmer AK 99645 Phone (907) 861-7874 • Email: platting@matsugov.us

PLATTING BOARD ACTION LETTER

August 27, 2021

Ruth Loyer PO Box 2095 Palmer, AK 99645

Case #: 2021-102

Case Name: SPRINGER NO. 2 TRACT 5-2 (UE)

Action taken by the Platting Board on August 19, 2021 is as follows:

THE ELIMINATION OF THE 15' WIDE UTILITY EASEMENT FOR SPRINGER NO. 2 TRACT 5-2 WAS APPROVED AND WILL EXPIRE ON AUGUST 27, 2027 SUBJECT TO THE ATTACHED CONDITIONS OF APPROVAL. FINDINGS OF FACT SUPPORTING THIS DECISION ARE ALSO INCLUDED.

ALL DECISIONS OF APPROVAL OR DISAPPROVAL BY THE PLATTING AUTHORITY SHALL BE FINAL UNLESS APPEALED TO THE BOARD OF ADJUSTMENT AND APPEALS, MSB 15.39. A PETITION WHICH IS TABLED BY THE BOARD SHALL BE DEEMED DENIED UNLESS THE APPLICANT BRINGS THE MATTER BACK BEFORE THE BOARD WITH ALL CONDITIONS MET WITHIN THE TIME ALLOWED BY THE BOARD OR BY LAW.

If this is in reference to a plat application, recordation at the appropriate District Recorder's Office of the plat is required before any transfer of title can occur. Should you have any questions or require a copy of the minutes of the meeting, please feel free to contact this office.

Kindest regards,

Jun

Mr. Fred Wagner, PLS Platting Officer

sv cc: DPW – Jamie Taylor Acutek Geomatics, LLC 5099 Blue Lupine Suite # 104 Wasilla, AK 99654 Additional Plat Reviews After 2nd Final are \$100.00 Each Michael Shults, PO Box 2075, Barrow, AK 99723 Naomi McClure, PO Box 612, Palmer, AK 99645 Vickielee Fenster, PO Box 85, Palmer, AK 99645

PBA Letter, Case: 2021-102, Hearing Date: 8/19/2021

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FINDINGS of FACT:

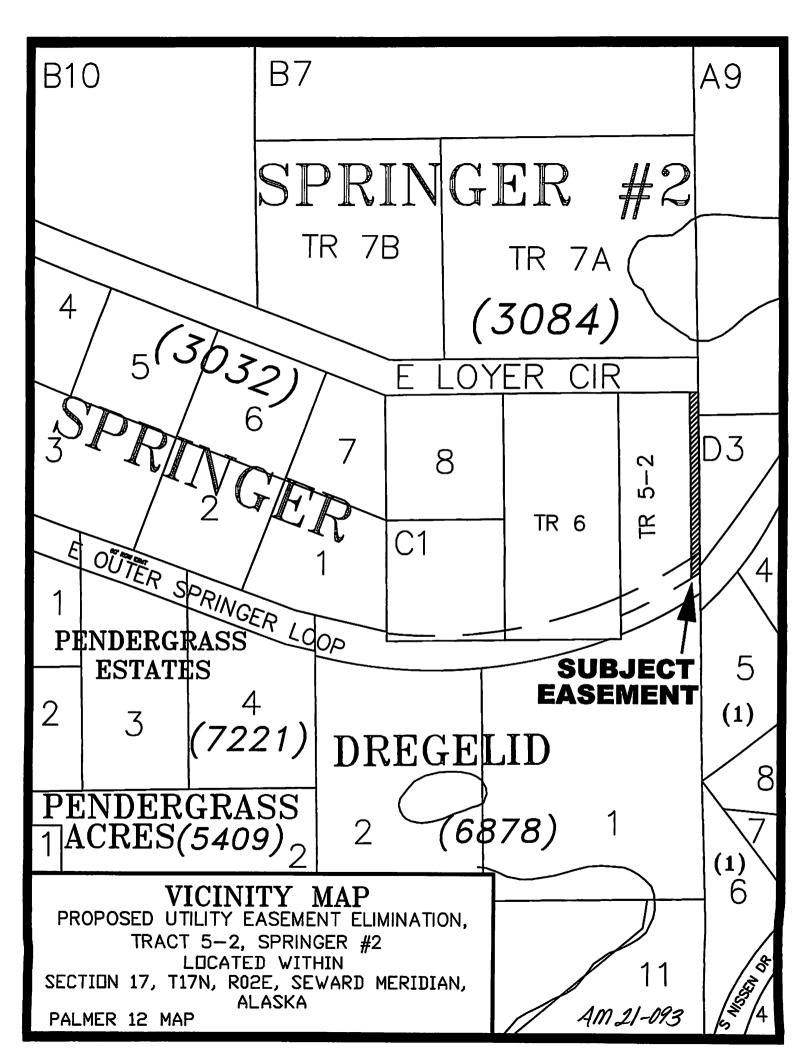
- 1. The elimination of the 15' wide Power Line Easement granted on Tract 5-2, Springer Subdivision No. 2, Plat #67-1, is consistent with MSB 43.15.032 Elimination or Modification of Utility Easement.
- 2. Tract 5-2 is the remainder of subdivided Tract 5, Springer Subdivision No. 2, which was subdivided into Dregelid Subdivision, Plat #2009-29.
- 3. At the time of staff report write-up, there were no responses to the Request for Comments from US Army Corps of Engineers, ADF&G, Greater Palmer Community Council; Fire Service Area #132 Greater Palmer; Road Service Area #16 South Colony; MSB Community Development, Assessments, Planning, Pre-Design Division, or Code Compliance.
- 4. There were no objections from any federal or state agencies, or Borough departments.
- 5. There was one objection and two no objections from the public in response to the Notice of Public Hearing.
- 6. A soils report was not required, pursuant to MSB 43.15.032.
- 7. Letters of Non-Objection are required and have been received by Platting staff.

CONDITIONS of APPROVAL:

The Platting Board approved the elimination of the 15' wide Utility Easement on Springer No. 2 Tract 5-2, contingent upon the following:

- 1. Obtain approval from the Assembly for the elimination of the utility easement.
- Taxes and special assessments must be paid in full for the year of recording, pursuant to MSB 43.15.053(F) and AS 40.15.020. Pay taxes and special assessments (LIDs), by CERTIFIED FUNDS OR CASH.
- 3. Provide updated Certificate to Plat executed within seven (7) days of recording of plat and submit Beneficiary Affidavit for any holders of a beneficial interest.
- 4. Pay postage and advertising fees.
- 5. Submit recording fees, payable to Department of Natural Resources (DNR).
- 6. Submit final plat in full compliance with Title 43.

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