



258A Third Ave.
P.O. Box 46
Kotzebue, Alaska 99752

City Hall (907) 442-3401
Fire Dept. (907) 442-3404
Police Dept. (907) 442-3351
Public Works (907) 442-5200

CITY OF KOTZEBUE
Planning Department
Subdivision Application

Date of Application: NOV. 19, 2024

Please type or print legibly in ink. Answer all questions completely or mark "N/A" if not applicable. All required attachments, such as project description, maps, proof of insurance, etc., must be included with your packet. An incomplete packet may be returned. If you have any questions or need assistance: call the City of Kotzebue Planning Department at 907-442-5203 or 907-442-5210.

APPLICANT INFORMATION

Paulette Schuerch
Name of Applicant
ARPA Program Manager
Job Title
P.O. Box 296, 600 5th Ave
Address
Kotzebue, Alaska, 99752
City, State, Zip Code
907 315 2319
Phone Number
Paulette.schuerch@qira.org
Email Address

SURVEYOR INFORMATION

Kuna Engineering
Name of Company
AELS129381
Name of Company
AK Business License Number (if known)
4300 B St. Ste. 605
Address
Anchorage, AK, 99503
City, State, Zip Code
+1 (907) 227 1888
Phone Number
Tmoore@kunaeng.com
Email Address

ORIGINAL PROJECT LOCATION

<u>10</u>	<u>13</u>	<u>2863</u>	<u>A</u>
Lot(s)	Block(s)	USS	Tract

TO BE SUBDIVIDED INTO

<u>10A & 10B</u>	<u>13</u>	<u>2863</u>	<u>A</u>
Lot(s)	Block(s)	USS	Tract

PROJECT INFORMATION

Please provide a detailed description of your project:

This is a subdivision of a parcel for a building construction project for the Native Village of Kotzebue, projected by Kuna Engineering. The buildings purpose is "to create an inviting space for education, community gatherings, and administrative functions essential to Kotzebue."

11. All lot and block numbers (current and proposed).
12. The tract and survey number.
13. The bearing and length of each boundary line.
14. A 3" x 2" vacant area on the mylar for Recording Office notation.
15. Notation of the Recording District: Kotzebue Recording District.
16. Plat can be no larger than 32" by 36".
17. A replat must have the plat number of the previous plat filed with the recording office (A replat of a USS is on file with the Bureau of Land Management and does not require a previous plat number).

For Major Subdivisions:

Preliminary Plat

The preliminary plat shall include all the information required for a minor subdivision (see above) and shall be reviewed by the Planning Commission to determine what additional information shall be required for the final plat.

Final Plat:

The final plat shall:

1. Be prepared by a registered surveyor.
2. Meet all the subdivision requirements required for the minor subdivision application (see above).
3. Contain all the information required in the original mylar map prepared by a registered surveyor (as listed in under minor subdivision).
4. Contain any additional information as required by the Planning Commission.

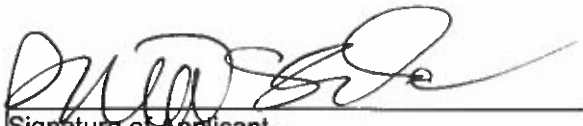
RECORDING APPROVED SUBDIVISIONS

Once a major or minor subdivision is approved by the Planning Commission, it will be submitted to the Fairbanks Recording Office. A copy of the Recorded Plat will be filed with the City of Kotzebue, and a copy will be returned to the applicant.

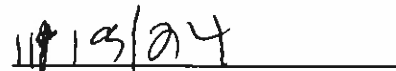
CERTIFICATION STATEMENT

I, the undersigned, hereby certify, under penalty of perjury, that I am either the owner or the duly authorized legal representative of the owner of the company detailed in this application. I affirm that all information provided herein is accurate, truthful, and complete to the best of my knowledge. I understand and acknowledge that any false, incorrect, or incomplete information provided constitutes grounds for denial of this application and/or revocation of any previously issued subdivision approval based on such information.


In the event that revocation of the subdivision approval becomes necessary, including the issuance of a stop order or the initiation of a revocation action, I agree to undertake, at my own expense, the removal of any and all activities and equipment that were authorized based on false, incorrect, or incomplete information. Furthermore, I agree to reimburse the city for any reasonable costs and attorney fees incurred as a result of such a stop order or revocation action.




 Signature of Applicant



 Date



 Signature of Owner (if different from Applicant)



 Date

SUBDIVISION APPROVAL

The attached subdivision of Lot/s _____, Block/s _____, Tract/s _____, US Survey _____, Kotzebue Townsite has been formally approved by the Kotzebue Planning Commission.

Date

Chairman, Kotzebue Planning Commission

TAX STATEMENT

This certifies that the City of Kotzebue does not have a schedule of real estate tax. Thus, there are no taxes owed on Lot/s _____, Block/s _____, Tract/s _____, US Survey _____, Kotzebue Townsite.

Date

City Manager

CERTIFICATE OF OWNERSHIP

_____ being first duly sworn and upon his/her oath, certifies that
(Print Owner Name)
he/she is the owner, free and clear of assessments, taxes or mortgages of Lot/s _____, Block/s _____, Tract/s _____, US Survey _____, Kotzebue Townsite.

Date

Owner's Signature

SUBSCRIBED AND SWORN TO, before this date of _____, in the year _____ at Kotzebue, Alaska.

Notary Public in and for Alaska
My commission expires: _____



- LEGEND**
- (R) RECORD PER U.S. SURVEY 2863
 - PROPERTY LINE
 - - - ADJACENT PROPERTY LINE
 - - - ROAD CENTER LINE
 - Ⓛ BLOCK NUMBER

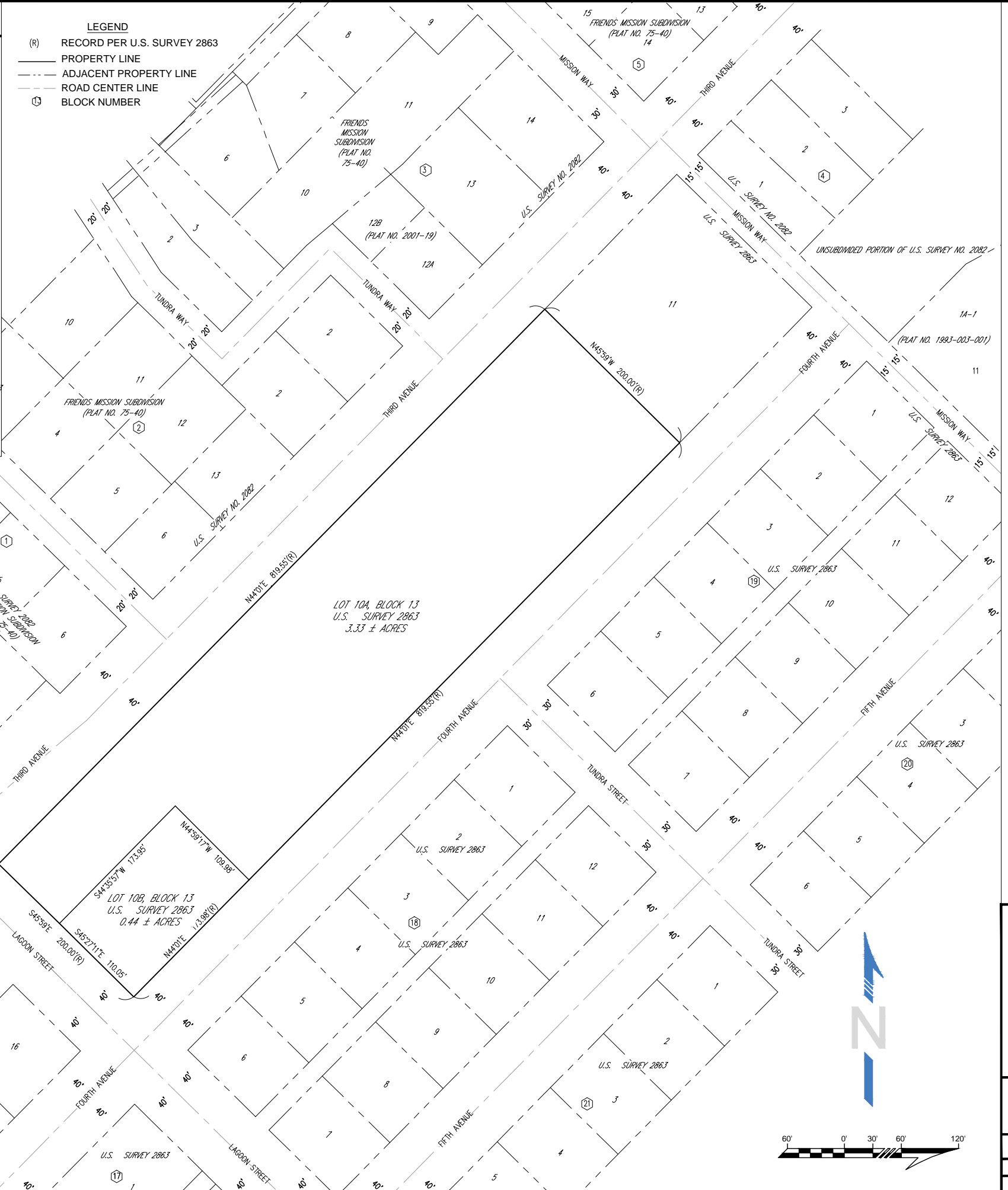
- NOTES:**
- ALL DISTANCES ARE IN INTERNATIONAL FEET.
 - STREET RIGHT-OF-WAY WIDTHS SHOWN TO THE NEAREST FOOT REPRESENT ACTUAL DIMENSIONS TO THE NEAREST HUNDREDTH OF A FOOT.
 - EASEMENTS MAY EXIST NOT DEPICTED HERON



SURVEYORS CERTIFICATE

I, TAYLOR MAXWELL MOORE, PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT THIS CONTROL SHEET REPRESENTS A TRUE AND CORRECT REPRESENTATION OF A SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT THE MONUMENTS SHOWN HEREON ACTUALLY EXIST AS DESCRIBED, AND THAT ALL DIMENSIONS AND OTHER DETAILS ARE CORRECT TO THE EXTENT SHOWN.

TAYLOR MOORE LS-14444 10/07/24



CERTIFICATE OF OWNERSHIP

BEING FIRST DULY SWORN AND UPON HIS/HER OATH, CERTIFIES THAT SHE/HE IS THE OWNER, FREE AND CLEAR OF ASSESSMENTS, TAXES OR MORTGAGES OF LOT 10, BLOCK 13, TRACT A, U.S. SURVEY 2863, KOTZEBUE TOWNSHIP.

DATE: _____ OWNER'S SIGNATURE _____

SUBSCRIBED AND SWORN TO, BEFORE AND THIS THE DATE OF _____, IN THE YEAR 2024 AT KOTZEBUE, ALASKA.

NOTARY PUBLIC IN AND FOR ALASKA

MY COMMISSION EXPIRES _____

TAX CERTIFICATION

THIS CERTIFIES THAT THE CITY OF KOTZEBUE DOES NOT HAVE A SCHEDULE OF REAL ESTATE TAX. THUS, THERE ARE NO TAXES OWNED ON LOT 10, BLOCK 13, TRACT A, U.S. SURVEY 2863, KOTZEBUE TOWNSITE.

DATE: _____ CITY MANAGER _____

SUBDIVISION APPROVAL

THE ATTACHED SUBDIVISION LOT 10, BLOCK 13, TRACT A, U.S. SURVEY 2863, KOTZEBUE TOWNSITE HAS BEEN FORMALLY APPROVED BY THE KOTZEBUE PLANNING COMMISSION.

DATE: _____ CHAIRMAN, KOTZEBUE PLANNING COMMISSION

Plat of:
LOT 10A & 10B, BLOCK 13, TRACT A, U.S. SURVEY No. 2863, TOWNSITE OF KOTZEBUE

A SUBDIVISION OF:
LOTS 10, BLOCK 13, TRACT A, U.S. SURVEY No. 2863, TOWNSITE OF KOTZEBUE SITUATED WITHIN TOWNSHIP 17 NORTH, RANGE 18 WEST, KATEEL RIVER MERIDIAN, ALASKA CONTAINING 3.77 ACRES MORE OR LESS KOTZEBUE RECORDING DISTRICT



4300 B STREET, Suite 605, Anchorage, Alaska 99503 Tele: (907) 339.6566 WWW.KUNAENG.COM		Certificate of Authorization XXXXXX	
Drawn: PIN	Scale: 1" = 60'	Date: 10/04/2024	Date of Survey: 6/2024
Checked: TMM	GRID: KOTZ	PN: 165.030745	Field Book: 101 Page: 24-27
		Sheet: 1 of 1	Case No. XXX

