

Source:
Bethel Municipal Code

17.12.010

Chapter 17.12

PRELIMINARY PLAT

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17.12.010 Preliminary consultation.

The subdivider may, and is encouraged to, at any time prior to submitting a preliminary plat, request a meeting with the platting officer or the planning commission for the purposes of an informal preliminary consultation to identify land that may not be suitable for subdivision and development in its natural state, special design and other possible problems. A preliminary plat may be submitted at any time for review and action by the planning commission under this chapter. (Ord. 01-05 § 7 (part))

17.12.020 Preliminary plat required.

Prior to submitting a final plat of a subdivision a subdivider shall submit a preliminary plat in order that general agreement may be reached and specific requirements

established on layout and arrangement of streets, lots, drainages, access, dedications, required improvements and other features before a final plat is prepared. (Ord. 01-05 § 7 (part))

17.12.030 Submittal, form and contents.

A. An original reproducible mylar and twenty paper copies of the preliminary plat and all information, certifications and material required under this section shall be submitted to the platting officer at least thirty calendar days prior to the planning commission meeting at which consideration of the preliminary plat is desired. The submission shall also include:

1. The preliminary plat fee;
2. A certificate of ownership indicating the date the land proposed to be subdivided was acquired, together with the book and page of each conveyance to the present owner or owners as recorded in the Bethel district recorder's office;
3. A statement that all taxes and special assessments pertaining to the property have been paid or that a payment schedule satisfactory to the city has been arranged;
4. A list of the names and addresses of the owners of record of all property contiguous to and across a public right-of-way from the proposed subdivision; and
5. Completed applications for all waivers, variances or other special permissions required under this chapter before the preliminary plat may be approved, including the fee required for each such additional special permission.

B. The preliminary plat shall show the land to be subdivided and the entire tract, plat, parcel, or survey in which the land proposed to be subdivided is located, including all

subdivided lands within that tract, plat, parcel, or survey. The plat shall be prepared in black permanent ink and drawn on twenty-four-inch by thirty-six-inch sheets, except, if the subdivision creates or changes five or fewer lots, the plat may be drawn on eleven inch by seventeen inch sheets. All sheets of a plat shall be the same size and the first sheet of a multi sheet plat shall contain an index to all the sheets. The plat shall be drawn to a scale of one inch equals one hundred feet if more than five lots are created or changed by the proposed subdivision, otherwise to a scale of one inch equals fifty feet. The planning commission may require the preliminary plat be redrawn on a different size sheet or to a different scale than the one used on the submitted plat and it may specify the sheet size and scale to be used on the final plat. The following information shall be placed on the plat:

1. Notation that the plat is preliminary;
2. Date, scale and northpoint;
3. Name of the proposed subdivision;
4. Location of the property by U.S. Survey, section, township and range;
5. The names and addresses of subdivider(s) and the surveyor preparing the plat;
6. Citation of existing covenants, reservations, deed restrictions, trails and easements on the property, if any;
7. Zoning on and adjacent to the proposed subdivision and any other land use designation of this area as established under Title 18 of this code;
8. The approximate acreage, dimensions and size of each lot of the proposed subdivision, including rights-of-way and easements, and the number of lots contained therein;

9. Location and size of existing and proposed utility systems or other improvements including but not limited to water, sewer, telephone, cable and electrical in and within two hundred feet of the proposed subdivision;

10. The general location of streams, lakes, other bodies of water, and waterways, swamps, muskeg or marshy areas, drainage and erosion patterns including culverts and other drainage facilities in and within two hundred feet of the proposed subdivision including proposed drainageways and drainageway modifications both within and outside the subdivision;

11. If any portion of the proposed subdivision is located in an area identified as a flood hazard area, a delineation of the one-hundred-year floodplain, every floodway and drainage way that is delineated within the floodplain, and the information required under BMC 15.08.170;

12. A statement concerning responsibility for construction, operation and maintenance of water supply and sewage collection, treatment and disposal facilities in the proposed subdivision;

13. Recommended or proposed type and location of water sources and sewage treatment or disposal systems on a typical lot diagram in relation to water sources and sewage collection, treatment and disposal systems on adjacent lots or in relation to city and community systems, if present;

14. To the extent ascertainable, a statement concerning the possibility of future community water or sewage systems and an appropriate timetable for their development and the proposed layout of service lines;

15. Representative soil testing, logs and borings prepared by a professional engineer registered in the state in an area and number sufficient to determine whether soils are

suitable for surface and storm water drainage, street construction and on-site sewage disposal and to determine street construction and drainage system standards to be applied and the area required for soil absorption systems. If a method of sewage treatment and disposal other than soil absorption systems is proposed, soils borings shall be required only for street and drainage construction engineering purposes. The city engineer may require additional soil testing, logs and borings;

16. Contours sufficient to show topography but in no event greater than five-foot intervals. If the contour mapping of the subdivision is not available in the digital mapping base of the city, the drawings showing the contours shall also be submitted on disc media meeting the same standards as are required for the disc submission of the final plat. The contour drawing disc may be submitted with the final plat or at any time prior to the submission of the final plat;

17. A surveyors certificate in substantially the following form:

Surveyor's Certificate

I, (surveyor's name and land surveyor number), on this _____ day of _____, 20__, hereby certify that I am a registered professional land surveyor in the state of Alaska and that this preliminary plat represents a survey made by me or under my direct supervision, and that all dimensional and other details are true and correct to the best of my knowledge.

(Seal and signature)

C. The names of proposed and existing streets in and adjacent to the proposed subdivision.

D. A vicinity map showing streets and other general development of the surrounding area at a scale of no less than one inch equals one thousand five hundred feet.

E. A copy of the current plat or U.S. Survey that creates the parcels subject to the proposal subdivision.

F. A copy of the current plats and U.S. Surveys of the land that abuts the boundaries of the proposed subdivision. (Ord. 01-05 § 7 (part))

17.12.040 Administrative review.

The platting officer shall review the plat to determine whether all necessary information has been provided and all required factors have been addressed. Deficient documents shall be returned to the subdivider with a request to correct the deficiency. No preliminary plat shall be considered to be filed and accepted by the city if it does not meet the submittal requirements of this chapter, as determined by the platting officer. The applicant may appeal any decision of the platting officer to the planning commission. (Ord. 01-05 § 7 (part))

17.12.050 Transmittal to concerned agencies.

The platting officer shall, within three days after determining the plat submittal meets the submittal requirements of this chapter, transmit a copy of the plat and all accompanying materials to the public works director, city fire department, the utility providing electric service and companies or agencies providing water and waste disposal, cable companies and telephone companies, and to federal and state agencies that may be affected by the subdivision or have jurisdiction over any aspect of the subdivision, for their review and