



**Municipality of Anchorage
Development Services Department
Private Development Section**

APPLICATION FOR SUBDIVISION AGREEMENT

Shaded Area for Municipal Use Only:

Assigned Subdivision Agmt File No. and Name _____

Anchorage Grid Number: _____

As applicable, AWWU Water and/or Sanitary Sewer Mainline
Extension Agmt File # _____

Telephone Agmt File # _____

Electric Agmt File # _____

Natural Gas Agmt File # _____

APPLICANT (PROPERTY OWNER/DEVELOPER): DEVELOPER'S ENGINEER:

NAME: _____

CONTACT PERSON: _____

***MAIL/BILLING ADDRESS:** _____

CITY: _____

STATE: _____ **ZIP:** _____

TELEPHONE: (business) _____

(mobile) _____

FAX Number: _____

E-Mail: _____

NAME: _____

CONTACT PERSON: _____

LICENSE # & EXP DATE: _____

MAILING ADDRESS: _____

CITY: _____

STATE: _____ **ZIP:** _____

TELEPHONE: (business) _____

(mobile) _____

FAX Number: _____

E-Mail: _____

***Applicant can expect Municipal charges to commence upon the Municipality receiving application and any applicable deposit(s).**

DEVELOPER TO BE NAMED IN THE AGREEMENT:

(for example: Name of INDIVIDUAL, PARTNERSHIP, CORPORATION, LLC, Etc.)

Type of business: _____

PERSON AUTHORIZED TO SIGN THE AGREEMENT WILL BE (if more than one signatory, attach additional page)

NAME: _____

(Please print as you want your name identified in the agreement)

TITLE: _____

(e.g.: INDIVIDUAL, PARTNER, GENERAL PARTNER, PRESIDENT, MANAGING MEMBER, OTHER)

PROVIDE BUSINESS ORGANIZATIONAL DOCUMENTATION AND LETTER OF SIGNATURE

AUTHORITY/ARTICLE OF ORGANIZATION/INCORPORATION

Phone: _____ Fax: _____ Email: _____

PROPERTY OWNER/DEVELOPER INFORMATION SUBMITTED WITH APPLICATION:

- | | Included | N/A | |
|----|--------------------------|--------------------------|---|
| A. | <input type="checkbox"/> | <input type="checkbox"/> | Property Zoning Designation _____ |
| B. | <input type="checkbox"/> | <input type="checkbox"/> | Platting Case No.(s) _____ |
| C. | <input type="checkbox"/> | <input type="checkbox"/> | Two copies of Preliminary plat _____ |
| D. | <input type="checkbox"/> | <input type="checkbox"/> | Subdivision Name: _____ |
| E. | <input type="checkbox"/> | <input type="checkbox"/> | Deposit(s) _____ |
| F. | <input type="checkbox"/> | <input type="checkbox"/> | Engineer's itemized cost estimate with one (1) set of preliminary plans for reference _____ |
| G. | <input type="checkbox"/> | <input type="checkbox"/> | Street section form, illustration (X-Section) and description of each street _____ |
| H. | <input type="checkbox"/> | <input type="checkbox"/> | Platting Authority conditions of (plat) approval _____ |
| I. | <input type="checkbox"/> | <input type="checkbox"/> | Resolution(s) from Planning & Zoning Commission Approval _____ |
| J. | <input type="checkbox"/> | <input type="checkbox"/> | Corporate documents _____ |
| K. | <input type="checkbox"/> | <input type="checkbox"/> | Corporate Authority Letter or Authorization to sign Agreement _____ |
| L. | <input type="checkbox"/> | <input type="checkbox"/> | Master Plans _____ |

- M. ☐ ☐ Drainage Plans and Reports _____
- N. ☐ ☐ Federal and/or State permits in progress or secured _____
- O. ☐ ☐ Estimated number of lots to be developed _____
- P. ☐ ☐ Area map of existing and proposed subdivision improvements (letter size/1" margins all sides)
- Q. ☐ ☐ Project Schedule _____
- R. ☐ ☐ Performance/Warranty Guarantee provision(s) _____
- S. ☐ ☐ Coordinated Utility Extensions? Have you applied for, or will you be applying for, utility extensions? Utility Agreement Project Numbers Assigned _____
- T. ☐ ☐ Applicable Road Service Area _____
- U. ☐ ☐ Applicable Street Light Service Area _____
- V. ☐ ☐ Confirm Street Naming Convension with MOA Addressing _____

DEVELOPER'S SUMMARY ESTIMATED PROJECT COSTS:

Attach detailed engineer's itemized cost estimate of subdivision improvements to include:
(Prepare estimates using the most current and "average" unit bid prices at

www.muni.org/Departments/works/project_management/Pages/BidTabs.aspx

	Round up to the next thousand \$s
A. Street improvements (street; sidewalks; walkways)	\$ _____,000
B. Drainage and waterways improvement (storm drain pipes/structures; ditches; swales; curb and gutter)	\$ _____,000
C. Traffic Control Devices	\$ _____,000
D. Street Lighting	\$ _____,000
E. Monumentation	\$ _____,000
F. Street Name Signs	\$ _____,000
G. Landscaping/Fencing	\$ _____,000
H. Electric	\$ _____,000
I. Telephone	\$ _____,000
J. Estimated consultant engineering; contract administration/inspection charges:	\$ _____,000
K. SUBTOTAL: A thru J (amount on which deposits, performance guarantee and warranty guarantee are based)	\$ _____,000
L. Sanitary Sewer	\$ _____,000
M. Water	\$ _____,000
N. Natural Gas	\$ _____,000
O. Cable	\$ _____,000
P. Estimated PM&E charges (see Deposit Schedule below - \$1,000 minimum):	\$ _____,000
DEVELOPER'S TOTAL ESTIMATED PROJECT COSTS:	\$ _____,000

Deposit Schedule (per AMC Title 24.20.040):

To Calculate Item "P" above, Use the Following as a Minimum:

Project Estimate Subtotal (K above)	Deposit
\$ 50,000 or Less	→ 4.0% of Subtotal
\$ 50,000-\$150,000	→ 3.0% of Subtotal
\$150,000-\$500,000	→ 2.5% of Subtotal
\$500,000 or Greater	→ \$13,000.00

For **Application** Submittal: Deposit = \$300.00

For **Plan Review**: Deposit = 1/2% of Sub-Total (K above) or \$150.00 whichever is greater.

For **Construction Notice to Proceed**: Remainder of Deposit required

FOR PROPERTY OWNER/DEVELOPER

PREPARED BY: _____

ORGANIZATION: _____

DATE: _____

DEVELOPER SIGNATURE: _____ / Date _____

FOR THE MUNICIPALITY

REC'D BY: _____

DEPOSIT REC'D: \$ _____

Date Stamp

Please call Private Development at 343-8310 for an appointment.