

CHECK LIST FOR
SITE DEVELOPMENT APPLICATION

To receive a Site Development Permit, the Bristol Bay Planning Specialist must receive a complete packet of information to include an application form completely filled out and a site plan (map/drawing) of the lot being developed.

- ❖ Name and address of owner and applicant
- ❖ Address and legal description of property
- ❖ If the applicant is not the legal owner of the property, a statement that the applicant is the authorized agent of the owner
- ❖ A brief description of the proposed use
- ❖ Identification of present zoning district

A site plan, drawn to approximate scale and sufficiently dimensioned as required to show the following:

1. The date, scale, north arrow, title, name of owner and name of person preparing the site plan.
2. The location and dimensions of boundary lines, easements, and required yards and setbacks identified in Chapter 20.16
3. The location, height, and intended uses of existing and proposed buildings or structures on the site, and the approximate location of existing buildings and structures on abutting sites within one hundred feet
4. The location of existing and proposed site improvements including parking and loading areas, pedestrian and vehicular access, landscaped areas, utility or service areas, fencing and screening, signs, and outdoor lighting
5. The location of wetlands, watercourses and drainage features
6. A plan showing existing and proposed topography and, if using fill, a cross-section of the fill (Chapter 18.24 Borough Code)
7. Location of existing and/or proposed sewage disposal system and potable water supply

HELPFUL HINTS FOR COMPLETING THE SITE DEVELOPMENT APPLICATION

To assist the Home Builder, Developer or Sub-divider, we have included these helpful hints to give you an idea of the various Borough, State and Federal Government regulations, which may or may not apply to your proposed building project.

BOROUGH ORDINANCE

Subdivision Regulations:

The Borough has subdivision regulations, which requires that anyone dividing a parcel of land must submit for approval a plat to the Platting authority with exceptions of lands located in the Naknek Sewer District. The minimum lot size shall be 40,000. square feet.

Zoning Ordinance:

The Borough has a Zoning Ordinance. Check with the Planning Department to ensure you are in the proper zone for what you propose to construct. The zoning ordinance also has the building set back requirements.

Clearing and Grading Ordinance:

The Borough has adopted a Clearing and Grading Ordinance for erosion control. If your construction consists of more than simple foundation excavation, you may need a permit. Check with the Planning Department for details.

Mobile Home Park Development Ordinance:

If your building plans include the development of a Mobile Home Park, plans must be submitted for review and approval by the Planning and Zoning Commission.

Road Developed and Improved Ordinance:

If your plans call for development of a road system to be used by the public, and possibly maintained by the Borough, adequate right-of-ways, easements, and road development and construction criteria must be met.

FEDERAL GOVERNMENT

Corps of Engineers:

Almost the entire Bristol Bay Borough is considered a “Wetland” based of the Corps of Engineers standards. The Corps requires permits for al excavation, fill, or dredging in the Kvichak Bay, Naknek River system and any wetlands within the Borough.

STATE REQUIREMENTS

Department of Environmental Conservation:

D.E.C. has requirement for well installation and sewage disposal systems. Any type of commercial development will require a formal review by their department. Single family residential developments require that a certified sewage disposal installer install, or certify, your sewage disposal system.

Department of Natural Resources:

If your plans require development along the Naknek River, Kvichak Bay, D.N.R. has "Set Back Requirements", and Tideland permits may be necessary.

Department of Public Safety:

Division of Fire Prevention/Fire Marshall's Office:

Plan check and approval (13 ACC 50.027) (a) Before beginning construction of all commercial buildings except single family dwellings, duplexes and tri-plexes, plans and specifications regarding location on property, area, height, number of stories, type of construction, interior finish, exit facilities, electrical systems, mechanical systems, automatic fire extinguishing systems and fire alarm systems must be submitted to the State Fire Marshall's office for examination and approval.

Department of Fish and Game:

Any land developments in streams, rivers, creeks, lakes or critical fish and game habitat areas must have a permit form the Department of Fish and Game.

LOCAL UTILITIES

Naknek Electric Association:

Before construction, notify N.E.A. of proposed building location and get their approval to avoid building too close to existing power lines, above or below ground. 907-246-4261

Bristol Bay Telephone/Bay Cablevision:

Notification of the phone company/cablevision is required prior to construction so that any underground phone/cable television lines are not endangered. 907-246-3403

Bristol Bay Borough, Waste Water Department:

Prior to any excavation or construction of any structure in the Naknek, King Salmon, Leader Creek Sewer Districts, the Waste Water Department must be notified so as to avoid any accidental damage to underground sewer lines.