



Land Disposal Application

Borough Code: 16.12 – 16.16

\$500.00 non-refundable filing fee required – Paid at Time of Filing

NOTE: Be aware that scammers have sent phishing emails requesting payments via wire transfer from applicants. Please call the borough if you have any questions or concerns at 907-772-5400.

Applicant's Full Name:
Email Address:
Phone Number:
Applicant's Physical Address:
Applicant's Mailing Address

Applications to purchase borough-owned real property or borough-owned tidelands shall be submitted to the borough clerk. The borough clerk shall submit the application to the Planning Commission for comments in favor or against the sale. If the application is for tidelands, the Harbor Advisory Board will also receive the application.

After the report(s) have been received by the borough clerk from the Planning Commission and the Harbor Advisory Board (if borough-owned tidelands), the borough clerk shall place the request for purchase or lease on an upcoming regular borough assembly agenda.

Petersburg Borough Land Disposal Application

Applicant Name:

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This is a request for land disposal via:

Check One	Type of Land Disposal
	Lease: Proposed Term of Lease _____ Total Years
	Land Exchange
	Purchase
	Other

Parcel ID #(s) of Subject Property:

Is the Applicant applying to purchase under Petersburg Municipal Code Section 16.12.030 as one of the following? If yes, check the appropriate box below:

	State of Federal Agency
	Federally Recognized Tribe
	Nonprofit Entity
	Applying to Purchase for a Public Benefit Purpose per PMC 16.12.03

1. Size of Area Requested (identify the minimum area necessary in square feet):

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2. Attach a map showing the location of the parcel(s) requested. Map must show surrounding area with the land requested clearly marked with bolded borders or highlighted color.

If applicant is applying to purchase property under PMC 16.12.030 for a public benefit purpose, the application must include, at a minimum, the following:

- a) a conceptual plan;
- b) a financial plan; and
- c) a development timeline

3. Narrative on use of property: Explain proposed use of land and when use is expected to begin and end. Include any planned new construction or renovation, including time-frame when construction or renovation will be completed and type of materials to be used. Provide the estimated dollar value of proposed improvements. Explain the value of the proposal to the economy of the borough and any other information you feel should be considered. (attached additional sheet if necessary)

5. Are there any existing permits or leases covering any part of the land applied for?

☐ Yes ☐ No If yes, please check one ☐ Lease ☐ Permit

Describe the **type** of permit or lease, if applicable, and the name and last known address of the permittee or lessee:

6. What local, state or federal permits are required for the proposed use? (list all)

7. If applicant is a corporation, provide the following information:

A. Name, address and state of incorporation

Name:
Address:
Telephone #:

B. Is the corporation qualified to do business in Alaska? ☐ Yes ☐ No

8. Why should the Assembly approve of this request?

9. How is this request consistent with the Borough's comprehensive plan?

11. Is the property tidelands? ☐ Yes ☐ No

If Yes, and you are seeking to purchase the property, describe why the sale of the tidelands, as contrasted with a lease, is in the borough's best interests:

NOTICE TO APPLICANT(s):

Application must be submitted to the Borough with a non-refundable filing fee of \$500. If the application moves forward, the applicant will be required to deposit with the Borough payment for other costs. See, PMC 16.12.030C(2)(a), 16.12.090, and 16.16.070A, as applicable.

I hereby certify that I have received and reviewed a copy of Petersburg Municipal Code Chapters 16.12 and 16.16 (as they may pertain to my particular application) and understand the Code requirements. I further certify I am authorized to sign this application on behalf of the applicant.

Please sign application in the presence of a Notary Public.

Applicant/Applicant's Representative Signature

Printed Name

Subscribed and sworn to by _____, who personally appeared
before me this _____ day of _____, 20_____.

Notary Public in and for the State of Alaska.

My Commission Expires: _____

***Submit your completed application to the Borough Clerk.
The following pages are for borough use only.***

Borough Use Only
Petersburg Borough Land Disposal Application

Filing Fee Received By:	Date Received:
Payment Type:	

Legal Description(s) of Property:

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Current Zoning of Property

Borough Department Comments Section

Verify that the land requested for lease, purchase, exchange or other disposal is not needed for a public purpose. Electric, Water, Wastewater, Community Development, Harbor and Public Works Department

1. Department Comments:

Name of Department

Signature of Department Commenter

2. Department Comments:

Name of Department

Signature of Department Commenter

3. Department Comments:

Name of Department

Signature of Department Commenter

4. Department Comments:

Name of Department

Signature of Department Commenter

5. Department Comments:

Name of Department

Signature of Department Commenter

6. Department Comments:

Name of Department

Signature of Department Commenter