



***CITY OF NORTH POLE***  
**Regular Meeting August 7, 2017**  
**North Pole Council Chambers**  
**125 Snowman Lane, North Pole, Alaska**

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***MONDAY, AUGUST 7, 2017***

**Violations Committee Meeting: 5:30 p.m. – 6:30 p.m.**  
**Committee of the Whole: 6:30 p.m.**  
**Regular City Council Meeting – 7:00 p.m.**

**MAYOR**

Bryce Ward – Borough Rep  
888-4444

**CITY CLERK**

Judy Binkley  
488-8583

**COUNCIL MEMBERS**

Kevin McCarthy- Alt Dep Mayor Pro Tem	590-0800
Avery Thompson	388-5351
David Skippis	750-5106
Santa Claus	388-3836
Thomas McGhee – Mayor Pro Tem	455-0010
Doug Isaacson - Deputy Mayor Pro Tem	322-3133

- 1. Call to Order/Roll Call**
- 2. Pledge of Allegiance to the US Flag**
- 3. Invocation**
- 4. Approval of the Agenda**
- 5. Approval of the Minutes**
- 6. Communications from the Mayor**
- 7. Council Member Questions of the Mayor**
- 8. Communications from Department Heads, Borough Representative and the City Clerk**

**9. Ongoing Projects Report**

**10. Citizens Comments (Limited to Five (5) minutes per Citizen)**

**11. Old Business**

**12. New Business**

- a. Ordinance 17-18, An Ordinance transferring the asset of 4.39 acres of land from the Utility Department to the City for the Police Department to construct an impound lot.
- b. Approve a scope change in a \$10,000 grant offered to the City of North Pole from Alaska Housing Finance Corporation (AHFC) to allow the funds to be used for energy audits versus equipment purchases and system modifications as proposed in the grant application.
- c. Approve the scope of services with HDR, Inc. for \$24,979 to generate a GIS mapping data base for utility infrastructure.
- d. Development Agreement for the Ford Subdivision – 4<sup>th</sup> addition between the City of North Pole and Debra K. Rosson, 2017.

**13. Executive Session**

- a. To discuss personnel issues in the administration department

**14. Council Comments**

**15. Adjournment**

*The City of North Pole will provide an interpreter at City Council meetings for hearing impaired individuals. The City does require at least 48 hours' notice to arrange for this service. All such requests are subject to the availability of an interpreter. All City Council meetings are recorded on CD. These CD's are available for listening or duplication at the City Clerk's Office during regular business hours, Monday through Friday, 8:00 a.m. to 5:00 p.m. or can be purchased for \$10.00 per CD. The City Clerk's Office is located in City Hall, 125 Snowman Lane, North Pole, Alaska.*



**Committee of the Whole – 6:30 P.M.  
Regular City Council Meeting – 7:00 P.M.**

A regular meeting of the North Pole City Council was held on Monday, July 17, 2017 in the Council Chambers of City Hall, 125 Snowman Lane, North Pole, Alaska.

**CALL TO ORDER/ROLL CALL**

Mayor Ward called the regular City Council meeting of Monday, July 17, 2017 to order at 7:00 p.m.

***There were present:***

**Mr. McCarthy** – Alt Dep Mayor Pro Tem  
**Mr. Isaacson** - Deputy Mayor Pro Tem  
**Mr. Thompson**  
**Mr. McGhee** - Mayor Pro Tem  
**Mr. Claus**  
**Mr. Skipps**  
**Mayor Ward**

***Absent/Excused***

**PLEDGE OF ALLEGIANCE TO THE U.S. FLAG**

Led by Mayor Ward

**INVOCATION**

Invocation was given by Mr. Isaacson

**APPROVAL OF AGENDA**

**Mr. McGhee** *moved to* **approve the agenda of July 17, 2017**

**Seconded by Mr. Isaacson**

**DISCUSSION**

None

**Mr. McGhee** *moved to* **consent the following items:**

**Old Business:**

None

**New Business:**

- a. Request to write-off a delinquent utility debt

- b. Approval of the City of North Pole advertising contract with the Fairbanks Daily News-Miner
- c. Resolution 17-14, A Resolution supporting King Jesus North Pole (KJNP) AM and FM radio station and its efforts to replace the deteriorating radio tower with a tower equal in size and shape.
- d. Resolution 17-15, A Resolution stating positions in regards to the Moose Creek feasibility study dated June 2017.

**Seconded by Mr. Isaacson**

**Discussion**

None

*On the amendment*

**PASSED**

Yes: 7 – McGhee, Isaacson, Skipps, Claus, Thompson, McCarthy, Ward

No: 0

Absent: 0

*On the Agenda as amended*

**Discussion**

None

**PASSED**

Yes: 7 – McGhee, Isaacson, Skipps, Claus, Thompson, McCarthy, Ward

No: 0

Absent: 0

**APPROVAL OF MINUTES**

**Mr. McGhee *moved to* approve the Minutes of July 03, 2017**

**Seconded by Mr. Thompson**

**Discussion**

None

**PASSED**

Yes: 7 – McGhee, Isaacson, Skipps, Claus, Thompson, McCarthy, Ward

No: 0

Absent: 0

### **COMMUNICATIONS FROM THE MAYOR**

- Proclamation for the National Health Center Week. I encourage folks to read it, it is included in your packet.
- Thank you to everyone that helped with the 4<sup>th</sup> of July. Mr. Skipps, you and your family I know were a big part of that and all of our volunteers with the committee. It was a new thing this year we had a new route, new parade, and folks involved. We had a train come through. We also had a new festival location at the High School and a softball game. I am happy to say we did win. Things went over really well.
- This last weekend there was an event at the skate park and that sounds like it went off really well. A couple of council members were able to go, and that was great as I was not able to attend. Sounds like there were good crowds and it is really awesome to see folks in the community take ownership of the park.
- Sister City-
  - Welcoming Party August 4, 2017 at 6:30 pm at the Jacobson's house.
  - Council Night August 8, 2017 at 6:30 pm at the Lane's house.
  - Good-Bye Party August 9, 2017 at 6:30 at North Pole City Hall.

Sister City is still in need of homes for two young boys. If interested in being a homestay family for these boys from Japan please get in contact with Karen Lane.

### **COUNCIL MEMBER QUESTIONS OF THE MAYOR**

Mr. Thompson requested an email with dates and times regarding the Sister City events be sent out to Council Members.

### **COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK**

#### **Fire Dept., Chief Coon**

None

#### **Police Dept., Chief Dutra**

None

**Finance, Tricia Fogarty**

None

**Director of City Services, Bill Butler**

**Building Department**

- Three new permit applications submitted for single family homes in the Stillmeyer Subdivision, Desert Eagle Loop.
- Two new building permits issued - foundation only permits: one for Tri-plex on Ouida Way and one for Santa Claus House.
  - Santa Claus house permitting held up in State Fire Marshal Office; State allowed them to request Fairbanks to conduct the required review and issuance of Fire Marshal permit
  - City has explored seeking a deferment to perform Fire Marshal reviews - not simple and not cheap. Still exploring options.
  - To date, approximately \$5.5 million in new construction to date in 2017.

**Public Works**

- One of Public Works' summer hire employees had a death in the family so Public Works is short staffed at the moment.
- Location identification sign inserts are completed and we hope to begin installing them before next Council meeting.
- 2<sup>nd</sup> annual Skateboard and BMX competition held at the skateboard park last Saturday.
  - Besides competitions there were bands after the competition.
  - The event has moved from being City-driven to being privately driven.
- Flower displays in roundabouts have been underwhelming compared to some years
  - Cost is always a consideration - when you order and what you order affects the displays.
  - Weed and insects have been a bigger problem this year than previous years.

**Utility Department**

- Sulfolane settlement
  - 65% engineering and design documents are complete
  - The piping route is largely finalized.
  - 95% engineering and design documents scheduled for competition August 18.

- Tentative plan is to move up invitation to bids to October with selection of construction contractor in November - original plan was to release bid request in January 2018.
- Odor from wastewater treatment works appears to be lessening.
  - Utility began dumping clean water into wastewater collection system in an effort to help dilute waste and modify biology of lagoons - any changes could just be coincidental.

#### **Natural Gas Utility Board**

- Confidential negotiations continue related to transferring Fairbanks Natural Gas to IGU.
- Search for a natural gas supplier continues.

#### **Borough Representative**

None

#### **City Clerk's Office, Judy Binkley**

- July 8, 2017, Jennifer and I represented the City of North Pole at the Candidate Open House that was held at the Borough Office.
  - Pretty good turn out. Most individuals were interested in the school board seats.
  - We didn't get a lot of traffic at our table but we did get a couple of visitors.
- Candidate Filing Period opened today at 8:00 am and will close at 5:00pm on Friday the 28<sup>th</sup> of July.

Mr. Isaacson - Are any of the council members going to the summer session of AML?

Judy Binkley - I have not heard of anyone interested yet.

#### **ONGOING PROJECTS**

None

#### **CITIZENS COMMENTS – (Limited to Five (5) minutes per Citizen)**

John Kehres, 684 Manley St. North Pole

- Requesting a forbearance regarding the termination of water services at residence. Is looking into selling his house to be able to pay delinquent obligations.

Mr. Isaacson - You are looking at selling your home, have you actually gone to a realtor?

Mr. Kehres - That is first thing tomorrow. I have been trying to hang on but keep falling further behind.

Mr. Isaacson - What if we are not able to take an action tonight to prevent water from being turned off, what will you do?

Mr. Kehres - It is either realtor or start filing bankruptcy paperwork because I am to the point of not knowing what to do.

Mr. Isaacson - Did you receive notification from the City that your water would be shut off?

Mr. Kehres - Yes

Mr. Isaacson - Thank you, we will take this up with the Mayor afterwards, thanks.

Jerry Koerner, General Manager for Ainley International Memorial Fund

- 200-acre replat being chopped up into smaller sections/lots so it is easier to purchase
- Would like to present to council a couple weeks prior to council meeting it is 19 pages long
- Working through unusual circumstances that the Mayor and Bill Butler are aware of.

Mr. McGhee - Which lot sections are you breaking up?

Mr. Koerner - Tax lot 1502 which is behind your house at 78 acres 1 parcel. Tax lot 1515 at 132 acres. It is those two that we will deal with they go Blanket Blvd. to Unnamed Road which parallels Beaver Springs Pond. Then goes all the way to Richardson HWY to Old Richardson HWY to Golden Valley Corridor to North Star 1 and Baker Subdivision.

Dick Olson, KJNP

- Just wanted to say thank you for support with replacing the radio tower.
- FCC required us to get a letter from the City
- Galvanized tower with LED lighting

### **OLD BUSINESS**

None

### **Public Comment**

None

### **NEW BUSINESS**

Consented

### **Public Comment**

None

### **COUNCIL COMMENTS**

**Mr. Skipps** – None



**Mr. Claus**

- Personally, wanted to thank KJNP for their 50 years of service to the community.

**Mr. Thompson**

- 4<sup>th</sup> of July Festival and parade turned out really awesome.
- Skate park was a really nice event with a good crowd and positive event.
- Food Truck Rally had 11 vendors with crowds estimated at 3000
- Borough added oversight to the transfer site here in North Pole. The hours will be 7:00 am-7:00 pm through 28<sup>th</sup> of July then they will reassess this.

**Mr. McCarthy**

- Thank you to Mr. Isaacson for the testimony on the water I wasn't sure where to go with that

**Mr. McGhee**

- Thank you to Jerry Koerner.
- The plans and the property around North Star and North Star Subdivision is amazing and impressive. Includes fishing pond that is approved by Game and Wildlife
- Whatever the city can do to support and encourage it would be nothing but a benefit to the city
- Take the opportunity to go by his office and take a look at the plans, we have nothing like these plans in the city.
- I am very disappointed with DOT and what they did with St. Nicholas

**Mr. Isaacson**

- Directed at Mr. Kehres One of the difficulties with taking up an issue from the public at the last minute is the inability of us to then to post that as part of ordinances is that it is required that we post our agenda to the public in advance so that everyone can weigh in on this and so we are not able necessarily to bring up your request at this moment. I was even looking to suspend the rules to do it but as we are looking through ordinances and everything we are restricted by state law title 29 and other things on what we can take up immediately. So while we would like to do things it is incumbent upon the public to and those affected by actions to be sure you are working with the City and coming in weeks in advance. I know this is saying it after the fact, but if you know that something is coming up. Especially in your situation come to the council as early as possible, and let us know what you are doing with staff to try and remediate things. We will talk with the Mayor and so forth he can perhaps direct. But I know like you have mentioned a lot of folks have been working with you on this situation. So, I am not sure what we can do by tomorrow, but our hearts go out for your situation. Understandably, just to let you know thanks for coming to us and the public in general. Thanks public for showing up today.

- Wasn't present at last council meeting due to driving from Saskatoon to Fort St John, then flew to Dallas.

**Mayor Ward**

- 4<sup>th</sup> of July video is up on YouTube and shared on the Facebook

**Mr. McGhee** *moved to adjourn the meeting at 7:39 p.m.*

**Seconded by Mr. Claus**

The regular meeting of Monday, July 17, 2017 adjourned at 7:40 p.m.

**These minutes passed and approved** by a duly constituted quorum of the North Pole City Council on Monday, August 7, 2017.

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Bryce J. Ward, Mayor

**ATTEST:**

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Judy Binkley, North Pole City Clerk

Transcribed by: JS

**Ordinance No. 17-18**

**AN ORDINANCE TRANSFERRING THE ASSET OF 4.39 ACRES OF LAND FROM  
THE UTILITY DEPARTMENT TO THE CITY FOR THE POLICE DEPARTMENT TO  
CONSTRUCT AN IMPOUND LOT**

**WHEREAS**, in 2014 the City of North Pole Utility Department purchased Tract I-1, ASLS 2006-70 and Tract F-1-B, ASLS 2003-50 totaling approximately 30.36 acres at a cost of \$3,801 per acre from the State of Alaska for \$115,400 for future possible expansion of the wastewater treatment plant (WWTP). The plat of the land is attached, and

**WHEREAS**, the Utility Department is an enterprise fund and upon finalization of the land sale, the land became an asset of the Utility Department, and

**WHEREAS**, approximately 4.39 acres of the purchased land is located to the west of the exiting WWTP, is separated from the existing WWTP by the Fairbanks North Star Borough transfer site and the land is not directly accessible from the current WWTP, and

**WHEREAS**, these 4.39 acres have limited usefulness for future expansion of the WWTP, and

**WHEREAS**, the North Pole Police Department needs land to construct a lot and facilities where it can securely store impounded vehicles, and

**WHEREAS**, the Police Department has \$40,119 in its 2017 budget appropriated for costs associated with developing an impoundments lot,

**WHEREAS**, the value of the 4.39 acres of land based upon the 2014 purchase prices \$16,687, and

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of North Pole that the Utility Department is authorized to remove 4.39 acres of land as depicted in the attached map from the Utility Department's assets to become an asset of the City for the purposes of the Police Department developing the land as an impoundment lot upon transfer of \$16,687 from the Police Department to the Utility Department.

**PASSED AND FORWARDED** by a duly constituted quorum of the North Pole City Council this 21<sup>st</sup> day of August 2017.

Sponsored by: Mayor Bryce J. Ward  
Introduced August 7, 2017  
Possible adoption August 21, 2017

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ATTEST:

\_\_\_\_\_  
Judy L. Binkley  
North Pole City Clerk

\_\_\_\_\_  
Bryce J. Ward, Mayor

<p>PASSED/FAILED</p> <p>Yes:</p> <p>No:</p> <p>Absent:</p>
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City of North Pole, Alaska

Fiscal Note

Fiscal Year: 2017 Ordinance#: 17-18

Abbreviated Title: Transfer of Utility Land for Impound Lot

Originator/ Sponsor Name Bill Butler Date: 7/10/2017

Does the Ordinance Have a multiyear fiscal impact? Yes ☐ No ☒

Does the Ordinance add positions beyond the Budget? Yes ☐ No ☒

If yes, how many position? \_\_\_\_\_ If yes, what type of Position? \_\_\_\_\_

F- Full Time, P- Part time, T- Temporary

Financial Detail

FUND	Account Description	Account Number	Debits	Credits
15	Impound Lot	15-10-9-999	\$16,687	
43	Source Water Protection	43-00-3-306		\$16,687

**SUMMARY: (Briefly describe the proposed alterations to the budget and why they are needed)**

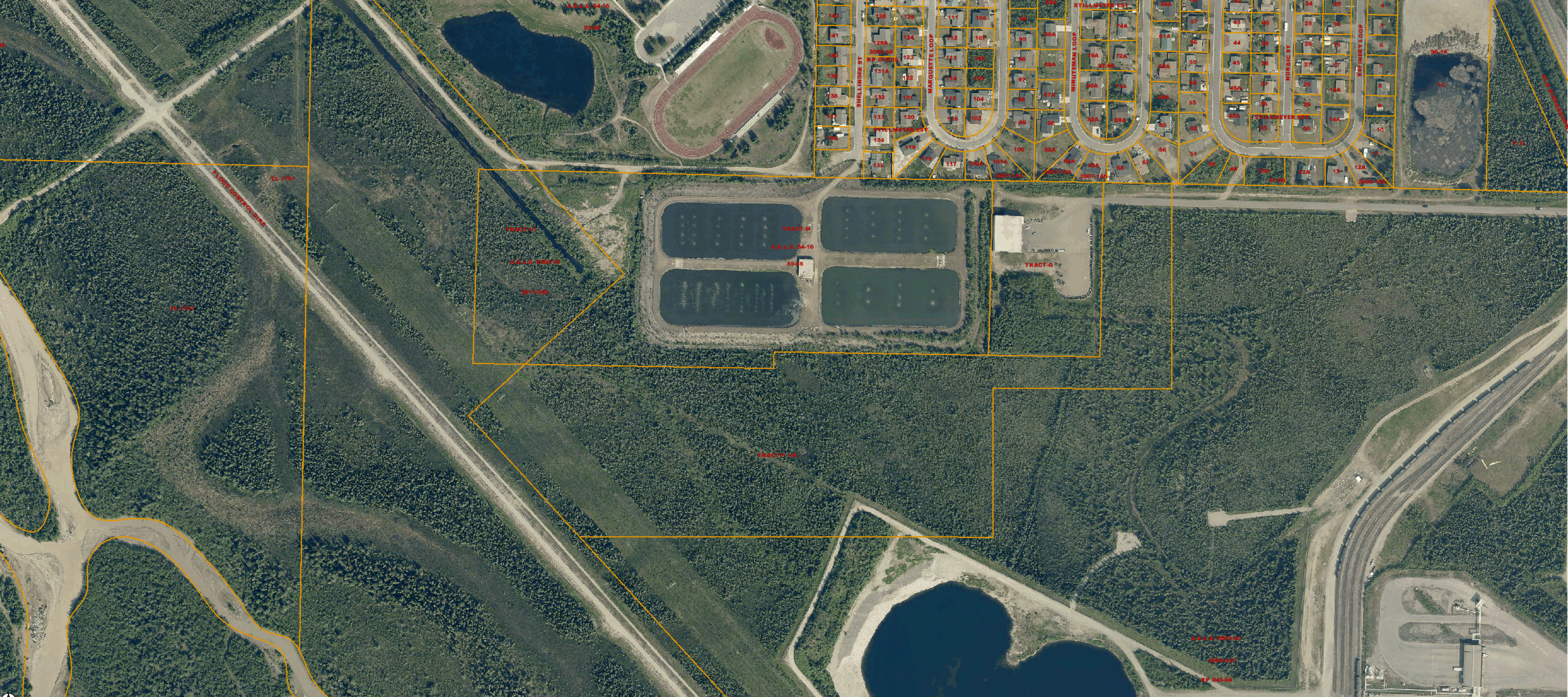
Transfer of Utility land (an asset) to the City for use by the Police Department for an impound lot.

Prepared by: William Butler Date: 7/10/17

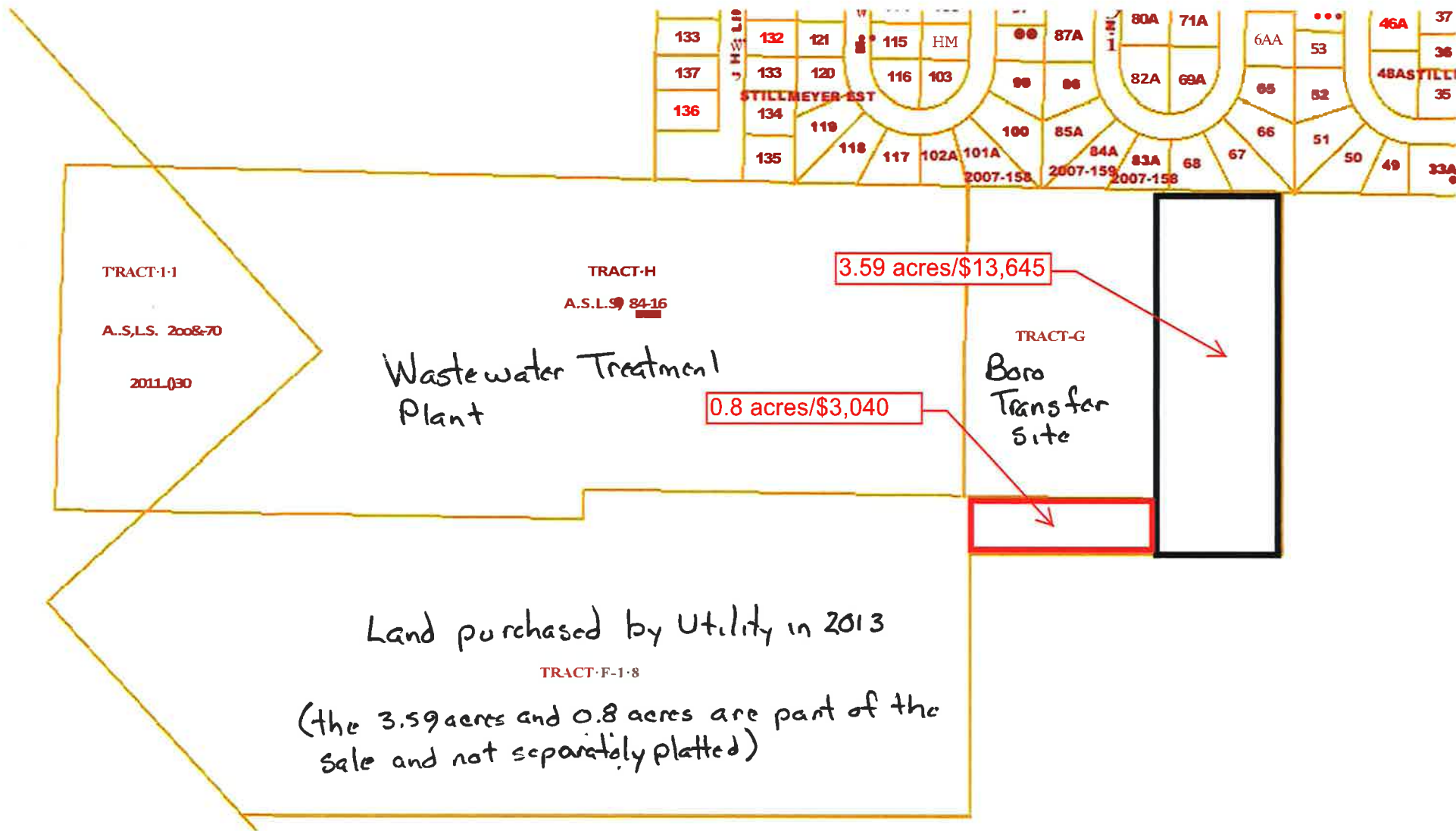
City Accountant Approval: Barbara F. Foy Date: 7-10-17

**NOTE- Fiscal Notes are amendments to the budget, once approved**









125 Snowman Lane  
North Pole, Alaska 99705  
(907) 488-8593  
(907) 488-3002 (fax)  
bill.butler@northpolealaska.org

City of North Pole  
Director of City Services

# Memo

To: City Council  
From: Bill Butler  
Date: July 25, 2017  
Subject: Request to use a change the scope of a grant offered to the City of North Pole

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## Recommendation:

Approve a scope change in a \$10,000 grant offered to the City of North Pole from Alaska Housing Finance Corporation (AHFC) to allow the funds to be used for energy audits versus equipment purchases and system modifications as proposed in the grant application.

## Background

I submitted a grant application to the AHFC and misinterpreted the intended purpose of the grant. I interpreted “recommissioning” as encompassing system modifications. My grant application explicitly stated the City’s purpose was to use grant funds to install LED lighting in City Hall and to modify the head bolt plug-in at City Hall. Despite the proposed use of the funds, AHFC awarded the City the grant one week after I submitted it. When I began to prepare the recommendation to the Council to accept the grant, I learned the planned work was not eligible for funding. I notified AHFC that were the City to accept the offered funds for our intended purposes would be fraudulent and in all likelihood not be eligible for reimbursed by AHFC. AHFC’s response was they were aware of the disconnection between my application and the purpose of the grant. AHFC offered to work with the City to modify the scope of the project so the City can be eligible to receive the grant funding.

The original scope of work in the grant application stated the City’s intent was the following:

*Our Public Works staff would retrofit florescent lighting with LED lighting throughout City Hall. The second project the City proposes to use grant funds to retrofit the electrical circuits that energizes head-bolt plugins in the City Hall parking lot to operate the circuits on a daily timed cycle during winter months. A contractor would perform this work for the City.*

AHFC suggested changes in the scope of work are the following:

*4.1 Work Plan. Development of work plan in coordination with AHFC staff.*



4.2 *The scope of work for this project includes the facilities owned by the City of North Pole. The grantee, City of North Pole, is authorized to expend funds on the following:*

- *Energy audits of city facilities,*
- *Additional design work that may be necessary for efficiency upgrades to mechanical or control systems*
- *Associated travel with the above items*

4.3 *Deliverables. Field work to be completed by 9.30.17*

*Copies of plans or work produced under this grant, including:*

- *Energy audit reports*
- *An overall summary report of the project and its results, barriers, issues and actions resulting from the project*

125 Snowman Lane  
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(907) 488-8593  
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bill.butler@northpolealaska.org

City of North Pole  
Director of City Services

# Memo

To: City Council  
From: Bill Butler  
Date: July 26, 2017  
Subject: Request to hire HDR, Inc. to create a GIS mapping data base for utility infrastructure

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## **Recommendation:**

Approve the scope of services with HDR, Inc. for \$24,979 to generate a GIS mapping data base for utility infrastructure.

## **Background**

Geographic Information Systems (GIS) are a computerized means to store, view and manipulate data. The Utility uses paper maps as the record files for utility infrastructure. These maps range in ages from the early 1980s through the present. The condition of the maps range from good for the newest maps to poor for the oldest maps. Printed on paper the oldest maps are deteriorating from years of use and natural aging. Some of these old maps are the only record the Utility has documenting the location and construction information about the infrastructure. These maps also contain accumulated written notes that reflect modifications, repairs, and corrections that have accumulated over time. The maps range in size and this size reflects the level of detail and readability. For the newest Utility infrastructure projects, the Utility has required the contractors to provide the record drawings in PDF electronic files. When the Utility must perform work in the field they often need to take the maps into the field because we do not have a copier large enough to make useful copies of the drawings. The oldest maps' conditions reflect the wear that age and use in the field has had on their condition. With all the paper maps, the notes and updates the Utility can add to the maps is limited and different staff adding notes over time with no standardized policies or practices can lead to confusing information. By their nature, the maps are discrete infrastructure projects. There is no integrated "master map" or data base that represents a comprehensive map of utility infrastructure that includes detailed information.

A goal of the GIS Mapping Project is to take the accumulated information on the Utility's record drawings and enter it into a comprehensive data base. The data base will provide mechanisms to capture not only the original design information but also accumulated historical data. The GIS Project will not be starting from scratch. HDR was the subcontractor that generated a GIS

mapping data base for the Interior Gas Utility (IGU) Project. This mapping system includes general information on the location of North Pole Utility infrastructure and location information for electric, cable, telephone and gas utility infrastructure. It also includes information on land parcels, easements and rights-of-way. The data base is built upon an aerial view of North Pole. The IGU GIS mapping data base was generated with public funds and IGU has approved HDR to use the data base as the foundation for the Utility GIS Project. Having this foundation work completed represents 10s of thousands of dollars of work that the Utility does not need to recreate.

HDR will use an “off-the-shelf” GIS program and application built for utility infrastructure (Esri ArcGIS). Such a program will allow other contractors to assist the Utility in the future to modify and expand the data base; for example, incorporate the water system extension project. Utility staff will also have the capacity to add to the data base to keep it current; for example add information on repairs, service line construction, etc. The project includes training for Utility staff to use the data base. The data base will be accessible on computers at the Utility shop and in the field on electronic devices like the iPads that are part of the recent upgrade of the sewer lift stations to use cellular modems. Having multiple and non-and field access to utility mapping data will be a valuable tool for Utility staff.

Funds for the GIS mapping project were included and approved in the Utility’s 2017 budget. A summary of the funds available for the project are attached.

A copy of HDR’s scope of work is attached.

## Sewer Lift Station Cellular Modem Project

### Equipment

Item	Cost	City share	DEC share
iPads (3)	\$2,189.97	\$656.99	\$1,532.98
iPad	\$729.99	\$729.99	\$0.00
Modems	\$8,181.60	\$2,454.48	\$5,727.12
<b>Subtotal</b>	<b>\$11,101.56</b>	<b>\$3,841.46</b>	<b>\$7,260.10</b>

### Professional services

<b>Subtotal</b>	<b>\$6,628.75</b>	<b>\$1,988.63</b>	<b>\$4,640.13</b>
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<b>TOTAL</b>	<b>\$17,730.31</b>	<b>\$5,830.09</b>	<b>\$11,900.22</b>
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## Utility Server Upgrade

### Equipment

Item	Cost	City share	DEC share
Server	\$6,956.75	\$2,087.03	\$4,869.73

### Professional services

	\$4,750.00	\$1,425.00	\$3,325.00
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<b>TOTAL</b>	<b>\$11,706.75</b>	<b>\$3,512.03</b>	<b>\$8,194.73</b>
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## Available Funds for Mapping Project

	Budget	Spent	Balance	TecPro (City share)	Available for HDR
Water					
Professional Services	\$18,500.00	\$2,951.10	\$15,548.90	\$1,425.00	<b>\$14,123.90</b>
Equipment	\$15,000.00	\$0.00	\$15,000.00	\$2,087.03	\$12,912.97

	Budget	Spent	Balance		
Sewer					
Professional Services	\$18,500.00	\$3,756.15	\$14,743.85	\$1,988.63	<b>\$12,755.22</b>
Equipment	\$10,000.00	\$3,825.00	\$6,175.00	\$5,830.09	\$344.91
<b>Total available in professional services for HDR</b>					<b>\$26,879.12</b>
<b>HDR proposed cost</b>					<b>\$24,979.00</b>
<b>Balance</b>					<b>\$1,900.12</b>



July 7, 2017

Bill Butler  
Director of City Services  
City of North Pole  
125 Snowman Ln  
North Pole, AK 99705

Subject: Utility GIS Data Upgrade and Web Map

Bill:

We are pleased to submit this proposal to provide the City of North Pole with utility GIS data development and web mapping application setup. This scope presents the project to input the utility information and prepare the web maps.. Below is our detailed scope of the services we can provide for this effort followed by our fee estimate for the work.

## Scope of Services

### Task 1: Data Gathering, Review, and Upgrade

#### 1.1: DATA GATHERING

HDR will gather spatial data for the City's water and sewer utility. Water and sewer lines obtained by HDR that were used for the Interior Gas Utility Phase 1 project will be supplemented by more recent data provided by the City of North Pole. Any additional spatial data that may exist such as locations of manholes, cleanouts, lift stations, valves, and hydrants will be provided by the City of North Pole. There will be no field work conducted by HDR to gather data in the field for this project. The utility GIS data will be transferred to a standard database schema for utility infrastructure based on the Esri for Local Governments Information Model. This data model contains a standard data structure for storing information about water and sewer infrastructure and will allow the data to be easily integrated into a number of applications in the future should the City of North Pole decide to continue and expand its use of GIS for its utility asset management.

In addition to the spatial data gathering, record drawings will be obtained from the City of North Pole. It is assumed that scanned or hardcopy as-builts for city water and sewer are available and will be provided. These will be the basis for populating the attribute information to the line work.

**Assumptions:** City of North Pole will provide all GIS spatial data for the utility.

**Deliverables:** None

### 1.2: RECORD DRAWING ORGANIZATION

The record drawings will be organized and each named with a unique identifier if a unique identifier does not already exist. This unique Identifier will include a suffix for sheet numbers in a plan set and be used to identify spatial features in GIS. This will allow easy retrieval of the original record drawing sheet when querying spatial features.

**Assumptions:** City of North Pole will provide all record drawings in scanned PDFs, Tiffs, or hardcopy format and HDR will not scan record drawings.

**Deliverables:** HDR will provide the City of North Pole the same record drawings split into individual sheets, files renamed, and pages stamped with the unique ID in the same format received.

### 1.3: GIS DATA UPGRADE

The record drawings will be used to adjust the spatial data and to populate attributive information on the spatial data. HDR analysts will work through each sheet and use the information on the sheet to perform the following to adjust and add to the spatial data:

1. Modify pipes to split at manholes, lift stations, and valves.
2. Modify pipes to adjust to a representative position relative to other features such as property boundaries, roadway edges and other exiting infrastructure.
3. Remove schematic line representations of point features like manholes, lift stations, valves, and other features.
4. Add point data to represent manholes, lift stations, cleanouts, valves, and hydrants (Connectors such as tees, crosses, and coupler fittings will not be added)
5. Ensure all pipes snap together at the ends and to appropriate structures.
6. Ensure gravity sewer lines have the correct directionality from upstream to downstream flow.

In addition to the spatial adjustments and additions described above, the following attributes will be added to each water utility feature:

1. Pipe diameter
2. Pipe material
3. Pipe install date
4. Pipe record drawing sheet number
5. Valve install date
6. Valve record drawing sheet number
7. Hydrant install date
8. Hydrant record drawing sheet number

The following attributes will be added to each sewer utility feature:

1. Pipe diameter

2. Pipe material
3. Pipe install date
4. Pipe record drawing sheet number
5. Manhole/Cleanout install date
6. Manhole/Cleanout record drawing sheet number
7. Lift station install date
8. Lift station record drawing sheet number

Based on current information HDR knows about the North Pole utility infrastructure, there are about 143,000 linear feet of water main, and about 87,000 feet of sewer main. Using standard record drawing map scale, and experience with other similar work for utilities, and taking into account looping of water mains, it is assumed there are about 225 individual record drawing sheets for this amount of water and sewer pipe.

**Assumptions:** Spatial adjustment to the GIS features will follow a 10% rule, meaning that if the existing line or point in the GIS is within 10% of where that feature is represented on the record drawing in relation to surrounding features, no spatial adjustments will be made. Only those features that are greater than 10% different than what is represented on the record drawings will be modified to align with the record drawing.

No guarantee as to accuracy of the spatial information will be made. This is a starting point of getting utility asset information modeled spatially in GIS and refinements and adjustments can be made in the future from GPS or survey field collected information.

HDR will not perform any field data collection for this project.

**Deliverables:** HDR will deliver a Geodatabase containing the upgraded GIS data for City of North Pole water and sewer utility assets. The data will be documented in a transmittal letter and in metadata attached to the geodatabase.

### **Task 2: Web Map Setup**

In this task HDR will support the City of North Pole in setting up an Esri's ArcGIS Online (AGOL) organizational account and develop an AGOL web mapping application to manage and view their utility GIS information. ArcGIS Online is a complete, scalable, and secure software-as-a-service hosted by Esri. HDR will help the City of North Pole create and share maps allowing access for the City's staff to view utility and associated data from their desktop browser, tablet, or smartphone. This web mapping application will be a tool that public works employees can log-in to and view water and sewer lines and related features along with other utility infrastructure and can view and edit pipe break location information, valve exercise dates, and add other field notes. It will be an internally facing tool (not public) accessible by public works or City of North Pole employees only. It is assumed that the City of North Pole will pay for all costs associated with their Esri ArcGIS Online (AGOL) organizational account.

## **2.1: COORDINATION AND SET-UP**

HDR will assist the City of North Pole in setting up a subscription to ArcGIS Online (AGOL) and to create user accounts for up to 5 identified users. HDR will then set up an AGOL web mapping application and will create feature services under this account for the water and sewer utility data that was upgraded under task 1. HDR will create two editable feature services, one for recording pipe break locations with dates and notes, and a second for non-pipe break related notes. HDR will set up a related table to record dates and notes for when each valve is exercised so that the utility can click on a valve feature in the map and see a listing of all the previous valve exercise events and add a new one.

Other feature services such as parcel information, streets, hydro features, etc. are currently maintained by Fairbanks North Star Borough (FNSB) and will be included in the City of North Pole Public Works web mapping application. FNSB may also host the other utility infrastructure data identified in the IGU project. HDR will coordinate with FNSB on this and if needed can set up these other utility line work feature services under the City of North Pole AGOL account.

It is assumed that the City of North Pole will pay for all costs associated with their Esri ArcGIS Online (AGOL) organizational account.

**Assumptions:** This will be an internally utilized web mapping application and only available to the named users on the AGOL account.

There will be no more than 5 named users

City of North Pole will pay for the ArcGIS online subscription directly.

**Deliverables:** Web Mapping Application and related feature services set up under a new AGOL account for the City of North Pole

## **2.2 HOW-TO DOCUMENTATION ON WEB INTERFACE**

HDR will write a how-to document on how to use the web mapping application. This will be a user friendly interactive web mapping application and will be very similar to the IGU project tool. This document will serve as a reference and describe in detail the functionality of the interface and how to administer the ArcGIS Online account.

**Assumptions:** None

**Deliverable:** Memorandum style document of no more than 10 pages with graphics and screen shots describing how to use the web mapping application and administer the ArcGIS Online account.



### 2.3 TRIP TO CITY OF NORTH POLE FOR MEETING AND TRAINING

HDR Project Manager, Scott Norton, will make one trip to the City of North Pole to present the how-to documentation and go over the web mapping application with City of North Pole Public Works employees.

**Assumptions:** Travel from Anchorage to City of North Pole by airplane/rental car.  
Meeting duration of 2 hours.

**Deliverables:** None

### 2.4 SUPPORT

HDR will provide on-call support for 2 hours a month as requested by the City.

**Assumptions:** This task is to provide technical or operational support only. Additional features or changes to functionality of the web mapping application are not covered under this scope.

**Deliverables:** None

### Fee

We propose to perform these services on a time and expenses basis. A budget for this work of \$24,979 is estimated and shown in the attached spreadsheet.

### Schedule

We are ready to begin this work right away.

If you have questions or comments, please contact me at 907-644-2199 or [scott.norton@hdrinc.com](mailto:scott.norton@hdrinc.com)

Sincerely,  
HDR ALASKA, INC.

A handwritten signature in black ink, appearing to read 'Scott Norton', with a long horizontal flourish extending to the right.

Scott Norton  
GIS Practice Group Lead

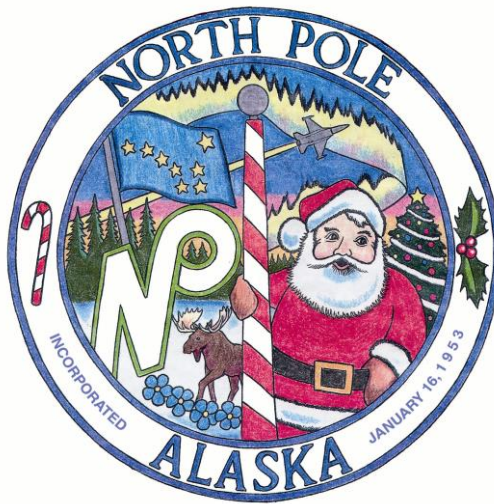
**HDR ALASKA, INC.**  
**CITY OF NORTH POLE**  
**UTILITY GIS DATA UPGRADE AND WEB MAP**  
**PROFESSIONAL SERVICES FEE ESTIMATE**

Project Task		HDR LABOR							OTHER DIRECT COSTS	TOTAL COSTS
		Project Manager	Senior GIS Developer	GIS Analyst	Wastewater EIT	Admin	Hour Subtotal	Cost Subtotal	Travel	
1	Data Gathering, Review, and Upgrade					1	1	\$154		\$154
1.1	Data Gathering	16					16	\$2,165		\$2,165
1.2	Record Drawing Organization	8					8	\$1,082		\$1,082
1.3	GIS Data Upgrade	10		42	43		95	\$9,496		\$9,496
2	Web Map Setup					1	1	\$154		\$154
2.1	Coordination and Set-up	4	14				18	\$2,700		\$2,700
2.2	How-to Documentation	20	4				24	\$3,323		\$3,323
2.3	Trip to North Pole for Meeting and Training	8					8	\$1,082	\$200	\$1,282
2.4	Support		24			6	30	\$4,623		\$4,623
							0	\$0		
	Expenses						0	\$0	\$0	\$0
								\$0		
Basic Services - Labor Hour Total		66	42	42	43	8	201	-	-	-
BASIC SERVICES - TOTAL COSTS		\$ 8,930	\$ 6,477	\$ 3,673	\$ 4,470	\$ 1,230	-	\$24,779	\$200	\$24,979

# DEVELOPMENT AGREEMENT

FOR THE

## **Ford Subdivision – Fourth Addition**



By and Between the

**CITY OF NORTH POLE, ALASKA**

and

**Debra K. Rosson**

**2017**

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### Attachments:

Design and Construction Guidelines for the City of North Pole Street and Drainage Systems .....	10 Pages
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MOA for road plan review and inspection services with Stantec Consulting Services Inc .....	3 Pages
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## **NAME OF DEVELOPMENT HERE**

THIS AGREEMENT, made this [DAY] of [ Month], [Year], between the CITY OF NORTH POLE, 125 Snowman Ln, North Pole, Alaska, 99705, a municipal corporation of the State of Alaska, hereinafter referred to as the "CITY", and Debra K. Rosson of P.O. Box 55520, North Pole, AK 99705, their heirs and assigns, hereinafter referred to as the "DEVELOPER".

The CITY and the Developer, in consideration of their mutual covenants herein, make this agreement which solely concerns the public improvements which are to be constructed by the Developer for the City and conveyed to the City and private improvements to be owned and maintained by the Developer, if the Developer complies with this Agreement. The Developer will, in addition, have to comply with other City Codes, for example Building and Fire Codes.

### **SECTION 1. THE DEVELOPER:**

1.05 The Developer shall design and install the proposed improvements as herein described, in conformance with the North Pole Code of Ordinances, Chapters 12, Streets sidewalks and public places, and all requirements and specifications of the Design and Construction Guidelines for the City of North Pole Street and Drainage System, or approved design as submitted in this agreement and approved by the City. Any variance to City standards shall be clearly identified and provide justification for the variance, attached. All documents are attached to this Agreement, incorporating them as part of the Agreement.

1.10 The Developer shall provide one hundred percent (100%) of the funding for the design and construction of all improvements required by this Agreement.

1.15 In addition, the Developer shall pay the City one hundred percent (100%) for all of the associated expenses incurred by the City including costs for preparation of this developer's agreement, and review, plan check, test, administration, and inspection of these improvements. City labor / administration costs are estimated to be \$7,500 seven thousand five hundred dollars and are billed as a reimbursable cost through an agreement with Stantec Consulting Services Inc. See attachments for MOA with Stantec Consulting Services Inc. for plan review and inspection services of roads. The effective start date of the billings will be 8-15-17. All these costs shall be paid promptly upon billing and by the 31st of December of the year in which they accrued and before acceptance of the improvements by the City. City billings are anticipated to be on a monthly basis.

1.20 The Developer shall be responsible for the maintenance of all improvements covered by this agreement until acceptance tests are satisfactorily completed and written approval is given by the City and the council accepts ownership of the improvements.

1.25 The Developer shall purchase a bond guaranteeing completion of the public improvements to the satisfaction of the City, dedicated for City use to complete the public improvements should the Developer's contractor fail to satisfactorily do so as agreed. The bond amount shall be \$180,000, the estimated total cost of public improvements plus City administration costs as established by the Mayor or Mayor's designee.

The City will relinquish its performance bond interest upon satisfactory completion of the improvements and acceptance by City Council.

1.3 The Developer shall submit to the City three (3) complete copies of all engineering reports, plans, specifications and materials lists including design assumptions and calculations. A deposit of \$1,500 shall be paid for by the developer for the cost to the City for administering the project that includes but are not limited to (reviewing, plan checking, testing and inspecting) , this deposit is not to be construed as an estimate and the Developer will be billed for actual costs associated with this project per Section 1.15. No work shall be permitted to begin until the overall engineering report for all improvements, public and non-public, and the final plans and specifications have been reviewed and approved in writing by the Mayor or Mayor's designee.

The Developer shall submit, to the Mayor or Mayor's designee a proposed schedule. All proposed changes to approved engineering reports, plans, specifications and materials lists shall be submitted in a reasonable length of time prior to starting construction of the affected portion of the project. Construction of any changes shall not commence until approval is given in writing. Subsequent to approval, all changes will be incorporated into the As-built drawings. Submittal of additional materials after commencement of this agreement may incur additional charges that will be billed at the cost of the developer.

1.35 The Developer hereby agrees to grant to the City access to all portions of the property specified in Appendix 'A' or private easement, permit area, etc. which is necessary to accomplish any inspections, surveillance, testing, or any other work to be performed by the City. The actual work schedule will be provided to the City by the Developer. Any changes in the schedule require at least forty-eight (48) hours advance notification to the City. A minimum of seven (7) days written notice is required for any connections to the City's existing facilities.

1.40 All necessary permits, licenses and reservations or easements shall be acquired by the Developer. Drainage reservations or easements will be acquired in the name of the City of North Pole or in a manner that assigns the reservations or easements to the City of North Pole before acceptance of the improvements by the City. Such

reservations or easements shall include permit(s) from appropriate governmental authorities to cover all improvements on government land or within their jurisdiction.

1.45 The Developer shall comply with all applicable statutes, ordinances, rules and regulations of federal, state and governmental agencies. Copies of all pertinent approval letters, permits, licenses and rights of way shall be transferred to the City upon acceptance of the public improvements by the City.

1.50 The Developer will also provide copies of proposed utility plans. Utility facilities will be located to the satisfaction of the City. Each utility is subject to a City right of way permit.

1.55 Permitting of City water and sewer utilities must satisfy the City Utility guidelines [list construction guidelines reference here] or approved design as submitted in this agreement and approved by the City. Any variance to City standards shall be clearly identified and provide justification for the variance with engineering documentation.

1.60 Before acceptance by the City, the Developer shall furnish a one (1) year warranty bond equal to five percent (5%) of the public improvement which the Developer desires the City to accept. The Mayor or Mayor's designee shall not recommend acceptance of the public improvements by the City Council until all deficiencies have been corrected to his satisfaction and all outstanding liens or claims of laborers, materials suppliers, subcontractors, or others arising out of the performance of these improvements have been satisfied.

1.65 The Developer shall complete all improvements required by this Agreement within two (2) years from the date of execution of this Agreement. The Mayor or Mayor's designee may at their discretion allow extensions for up to a total maximum of one (1) year. Acts of God, inclement weather, governmental regulations, labor disputes, fires, required extra work, or any delay totally beyond the control of the Developer may justify an extension of time. All time extensions requested by the Developer shall be made to the City in writing on or before the tenth day following the day in which the alleged delay is said to have occurred. The City shall not be liable for costs incurred by these delays.

1.70 The Developer shall warranty the design, construction and materials utilized in all improvements outlined in this Agreement for one (1) year from the date of acceptance of the improvements by the City Council. The Developer shall remedy at his/her own expense any failure or defect in the work or any failure of any improvement to properly function which is due to design deficiencies, construction deficiencies, faulty materials or workmanship.

1.75 Correction of the deficiencies shall be completed to the City's satisfaction within 30 days of written notification by the City. The warranty bond will be released upon satisfactory correction of all deficiencies of the City's year end warranty inspection if any

security remains from default to warranty obligations. Emergency repairs may be completed by City forces and the cost shall be borne by the Developer.

1.80 The Developer shall hold the City harmless and defend the City from any and all claims arising out of, or incidental to the design, construction or operation by the Developer contemplated by terms of this Agreement by the Developer. The Developer shall not be liable for acts of the City. This section does not create any third party rights and any immunity or defense the City is entitled to shall be available to the Developer in any suit brought by third parties which in any way involved the Development Agreement.

1.85 The Developer shall retain a qualified engineer, licensed by the State of Alaska, to design and review the construction of said improvements including approving any changes and modifications of the design. "As-Built" drawings stamped and signed by a professional engineer and professional land surveyor will be provided to and approved by the City prior to acceptance. It is understood and agreed said engineer and surveyor are agents of and solely responsible to the Developer, and is in no sense whatsoever the agents of the City.

1.90 The Developer shall coordinate the design and construction with the adjacent and affected property owners. Seven (7) days notice shall be provided prior to commencement of construction to those impacted by this project.

1.95 The Developer shall convey the ownership of the public improvements, described in Appendix 'B', to the City of North Pole upon acceptance. The form of the conveyance shall be as approved by the City Attorney. Only these improvements, if accepted by the City, shall be maintained by the City.

## ***SECTION 2. THE CITY:***

2.10 The City shall review and approve (when acceptable) the submitted engineering reports, plans, specifications and materials lists prior to construction and inspection of the project. Final approval is required by Mayor or Mayor's designee prior to Notice to Proceed.

2.20 This Agreement does not obligate the City to finance any portion of the public improvements nor accept, operate or maintain any public improvements not constructed or inspected to City standards or design agreed to in this document.

2.30 Upon acceptance of the public improvements by the City Council, the City will take over ownership and operation of the public improvements detailed in this Agreement. City maintenance of these improvements will not begin until this time. The final acceptance inspection by the City of the public improvements detailed in this



agreement will be conducted by the Mayor or Mayor's designee, and representatives from other government agencies and the City as appropriate.

***SECTION 3. APPENDICES:***

3.10 This Agreement shall include all appendices and attachments referenced and such are incorporated herein as though fully set out herein. This Agreement is composed of the Development Agreement, attachments, and the following appendices:

APPENDIX 'A' Legal Description

APPENDIX 'B' Public Improvements to be conveyed to the City

APPENDIX 'C' Completion Schedule

APPENDIX 'D' Traffic control plan

APPENDIX 'E' Storm water plan (if required)

#### **SECTION 4. GENERAL:**

4.10 This Agreement shall not diminish the requirements of the Fairbanks North Star Borough (FNSB) or non-city, governmental agencies.

4.20 If the Developer should fail to repair property or facilities owned by the City which were damaged by the Developer, or his/her agents, or if the Developer makes changes in construction covered by this Agreement without approval by the City, the City, after three (3) days written notice to the Developer, can make such repairs or remove such changes at the expense of the Developer.

4.30 If the City determines the construction of an improvement does not comply with the plans and specifications as approved by the City, the City shall issue a written notice to the Developer specifying the deficiencies and may stop all further construction involving the work found to be non-complying. This stop work order shall remain in effect until the Developer has made all necessary arrangements to remedy the non-compliance and to provide assurances such non-compliance shall not again occur. All damages, loss, expense incurred by any party as the result of a stop order imposed by the City shall not be the responsibility of the City.

4.40 The Mayor or Mayor's designee may authorize representatives (hereafter referred to as the Representative) to inspect all work done and all materials furnished for all improvements specified in this Agreement. The Representative shall have authority to reject materials or work, but the Mayor or Mayor's designee shall have final authority for deciding if the Developer's work and materials are acceptable. The Representative is not authorized to revoke, alter, enlarge, relax, or release any requirements of the plans and specifications, nor to approve or accept any portion of the work, nor to issue instructions contrary to the Agreement, nor act as supervisor for the Developer. The presence or absence of the Representative does not relieve the Developer from his/her obligation to perform all contract requirements and work shall not be deemed acceptable just by the reason of the presence of the Representative.



***Developer Acknowledgment #1***

State of Alaska                    )  
  ) ss  
Fourth Judicial District        )

THIS IS TO CERTIFY that on this \_\_\_\_ day of \_\_\_\_\_, 2017, before me, the undersigned, a NOTARY PUBLIC in and for the State of Alaska, duly commissioned and sworn as such, personally appeared Debra K. Rosson known to me to be the person named in and who executed the foregoing instrument, and that he signed the same as the free and voluntary act and deed of Debra K. Rosson Revocable Trust with full knowledge of its contents for the uses and purposes therein mentioned.

IN WITNESS WHEREOF, I have set my hand and affixed my official seal the day and year above written.

(SEAL)

\_\_\_\_\_  
NOTARY PUBLIC:  
Commission Expires: \_\_\_\_\_

***Developer Acknowledgment #2***

State of Alaska                    )  
  ) ss  
Fourth Judicial District        )

THIS IS TO CERTIFY that on this \_\_\_\_ day of \_\_\_\_\_, 2017, before me, the undersigned, a NOTARY PUBLIC in and for the State of Alaska, duly commissioned and sworn as such, personally appeared \_\_\_\_\_ known to me to be the person named in and who executed the foregoing instrument, and that he signed the same as the free and voluntary act and deed of Debra K. Rosson Revocable Trust with full knowledge of its contents for the uses and purposes therein mentioned.

IN WITNESS WHEREOF, I have set my hand and affixed my official seal the day and year above written.

(SEAL)

\_\_\_\_\_  
NOTARY PUBLIC:  
Commission Expires: \_\_\_\_\_

## **APPENDIX 'A'**

THE PROPERTY: The land owned by the Developer which is the subject of this agreement for purposes of this project is described below.

Tract E, Ford Subdivision, Third Addition, according to the Plat Filed February 25, 2013 as Plat Number 2013-22; Records of the Fairbanks Recording District, Fourth Judicial District, State of Alaska.

Proposed Ford Subdivision Fourth Addition.

## **APPENDIX 'B'**

### **PUBLIC IMPROVEMENTS TO BE CONVEYED TO THE CITY**

The public improvements to be designed, constructed by the Developer, and conveyed to the City with associated easements necessary to encompass, operate and maintain these improvements are as follows:

The public street system will include a total of approximately 4,760 linear feet of paved streets. The extension of First Avenue will provide access/egress to the Homestead Drive and the Old Richardson Highway, the First Avenue extension length is approximately 1,284' from the Centerline of Rosson's Cross Way and First Avenue, West towards Homestead Drive right of way, and shall consist of two paved 11-foot lanes with 2-foot unpaved shoulders (26 total width). Second Avenue (extension), is approximately 1,070 linear feet in length, and shall consist of two paved 11-foot paved driving lanes and 2-foot unpaved shoulders. Third Avenue (extension), is approximately 1,069 linear feet in length, and shall consist of two paved 11-foot paved driving lanes and 2-foot unpaved shoulders. Therron Avenue (extension), is approximately 1,348 linear feet in length, and shall consist of two paved 11-foot paved driving lanes and 2-foot unpaved shoulders. All surfacing shall consist of 18-inches of Base Material minimum and 3" of E-1 Surface course material (D-1) with 2 inches of asphalt pavement. Street widths are measured from Centerline of road to Shoulders. Ditching shall consist of 3 to 1 Side slopes and 3 to 1 back slopes.

The Storm Water and Surface water runoff will include 18-inch diameter cross culverts to convey drainage at all intersections. Drainage is continuous V ditching along the sides of all roads within this Subdivision.

Permanent traffic signs will be installed at all street intersections within this phase. These signs will include street name signs and applicable regulatory signs.

### **ROAD CONSTRUCTION VARIANCES**

A variance is necessary for the minimum right-of-way width, and road ditching slopes for the public street systems within Ford Subdivision, 4<sup>th</sup> Addition per the Design Guidelines for Streets and Drainage City of North Pole.

Ford Subdivision consist of a four-phase development with each phase of design including road and utility layout extending into future phases. Ford Subdivision, 3<sup>rd</sup>

Addition final plat was approved in 2013 with utility easements and road right-of-way's, extending into Tract A (Ford Subdivision, 4<sup>th</sup> Addition). The state of Alaska Division of Environmental Health Drinking Water Program has accepted Final Operation Approval for the installed water line within Tract E (Ford Subdivision, 4<sup>th</sup> Addition).

At this time, gravel subbase, ditching, culverts and water lines have been installed along First Avenue, Second Avenue, Third Avenue and the extension of Therron Street throughout Ford Subdivision, 4<sup>th</sup> Addition. The right-of-way and ditching design for Ford Subdivision was based off of a resolution previously accepted by the city council on January 3<sup>rd</sup>, 2005 , that took precedence at the time of construction. Also, the previous engineer at the City of North Pole required a drainage plan that required the pre-construction of all roads within the Subdivision, per the owner. The design requirements in the Design Guidelines of Streets and Drainage City of North Pole have higher standards for right-of-way and road ditch sloping for Local roads.

Currently, First Avenue, Second Avenue, Third Avenue and the extension of Therron Street is designed to have a 60-foot right-of-way, 11-foot paved drive widths, 2-foot unpaved shoulders (26 total width), including 3:1 slope ditching. Changing the road width and sloping requirements to meet the current City of North Pole guidelines will increase the previously planned road width and ditching into lots which contain a water line owned by the City of North Pole, and potential reducing the lot sizes under the minimum of 20,000 square feet or amount of lots and potentially extend road ditching into existing city owned water lines that run parallel along roads within the subdivision, which are within a previously platted easement and contain an adequate amount of soil cover for frost protection.

All other Design Guideline requirements for Streets and Drainage for the City of North Pole will be met. Compaction testing for the subbase and D1 for asphalt will be collected prior to final plat approval.

## **APPENDIX 'C'**

### **COMPLETION SCHEDULE**

The improvements shall be designed and constructed according to the following tentative schedule:

1. Preliminary Design Report, Plans and Specifications to the City for approval:  
Submitted, Estimated October 2012
2. Final Design Report, Plans and Specifications to the City for approval: 7/28/2017
3. Governmental Agency Approvals
  - a. FNSB Zoning: TF
  - b. FNSB Platting: 10/22/2012 preliminary approval
  - c. US Army Corps of Engineers Wetland Permit: N/A
  - d. ADEC: N/A
4. Conference with Owner, Design Engineer/Surveyor, FNSB representatives and City representatives: 7/28/17
5. Notice to Proceed: Est. 8/7/017
6. Public Improvement Construction Completion: Est. October 2017
7. "As-Built" Drawings: Est. November 2017
8. Final Acceptance: Est. December 2017
9. Final Conveyance, payments, certificate of release, etc.: Est. January 2017

A detailed construction schedule will be provided prior to the Notice to Proceed, reviewed monthly and updated as required.



## **APPENDIX 'D'**

### **TRAFFIC CONTROL PLAN**

The upgrade of First Avenue Through Third Avenue and Therron Avenue within this Fourth Addition to Ford Subdivision will not have significant traffic slowing, and are currently not in use. There will be some upgrade activity at the Tie into existing Asphalt at the Intersections of First Avenue and Rosson's Cross Way, Second Avenue and Rosson's Cross Way, Third Avenue and Rosson's Cross Way, Fourth Avenue and Therron Avenue and First Avenue and Homestead Drive, where it's recommended traffic be detoured through Fifth Avenue during that time.

## **APPENDIX 'E'**

### **STORM WATER PERMIT**

The area of disturbance is considered maintenance with minimal grading of existing gravel roads, compaction, placement of D1 material and paving. After evaluating the terrain of the site, any rainfall of a 100-year storm event will be contained onsite and no discharge shall enter waters of the United States through Storm water or water conveyance system.

# **Design Guidelines for Streets and Drainage**

## **City of North Pole**

125 Snowman Lane

North Pole, AK 99705

Tel.: 907-488-2281; Fax: 907-488-3002

### **Part 1. General**

**1.1 Intent.** It is the intent of these guidelines to insure that newly constructed streets in subdivisions within the City of North Pole be built to a standard that will maintain or enhance property values within the neighborhood, and built of such material and in such a way that the City will be able to maintain them with the resources available to it.

The requirements for streets constructed within the City of North Pole are more stringent than for those within the Borough at large or two major reasons. First, the City aspires to eventual paving of all streets in its neighborhoods. Thus, the initial street installation should be a first step toward this goal. Second, City streets are maintained by the City while the Borough roads are maintained at the expense of individuals living in a particular Service Area. Thus, a poorly constructed street in the City will sooner or later be a direct financial liability for all citizens of the City.

These guidelines were drafted to aid in meeting the requirements of the City. No single document can possibly present guidelines for all situations that will be encountered. The City shall have ultimate authority to interpret this document, and may direct modifications for specific situations. Any proposed alternative materials and methods must be approved in writing by the City prior to installation. Substantial variations from these guidelines must be approved by the City Council. Special warranties may be required.

**1.2 Procedure.** The design of all streets and associated drainage systems which are to become public streets in the City of North Pole (except for State of Alaska highways) shall be submitted to and approved by the City before construction. The design shall be in accordance with these guidelines and with all applicable codes and ordinances. Where requirements differ, the most stringent shall be met.

The Borough requires that Developers furnish preliminary and final plats to the City (and other agencies) for comment before submitting them for Borough review and approval. In order to foster cooperation and to minimize subsequent delays, an informal conference should be arranged between the City and the Developer as early as possible. This will enable the City to answer questions as to the extent to which existing and proposed City facilities may affect the planned development, as well as questions regarding procedural requirements.

The City will then review the plans and specifications for each preliminary plat for compliance with these guidelines and will work with the Developer to correct any deficiencies prior to formal submittal to the Borough. The plans and specifications shall be developed under the supervision of a civil engineer licensed and in good standing with the State of Alaska and shall be sealed thereby.

Once the Developer has submitted an acceptable development package, the City will write a letter of non-objection to the Developer for submittal to the Borough.

**1.3 Standards of Construction.** The Developer shall incorporate in the plans and specifications all the details of construction necessary to obtain a well constructed, easily maintainable road and drainage system.

As-built plans and specifications shall be stamped by a professional civil engineer or registered land surveyor and shall be submitted to the City within one week of the completion of construction. The engineer or surveyor shall certify that the as-builts are an accurate depiction of what actually exists.

## **Part 2: Streets**

**2.1 Intent.** The City's goal is to provide good, maintainable streets for the use of its residents. Thus, developers are encouraged to provide paved streets, curb and gutters, and a storm drain system for their subdivisions. The design of the street and drainage system shall be coordinated with all utility system designs to avoid conflicts.

The layout of street patterns should provide adequate and convenient access to all lots within a subdivision. Through traffic should be discouraged in residential subdivisions, but attention must be given to alternative access routes for emergency vehicles. Particular attention should be focused on Fairbanks North Star Borough, Title 17, and *A Policy on Geometric Design of Highways and Streets* by the American Association of State Highway and Transportation Officials. Street layout must consider placement of utilities to keep them inside or adjacent to the right-of-way (rather than along back or side lot line easements) to facilitate maintenance.

**2.2 Types of Streets:** Title 17 identifies and defines eight road classifications, with minimum standards established for each. The City will approve or direct the classification of proposed roads within the development, based on the following definitions:

**Local Road:** Local roads provide access to adjacent residential lots. Any road which does not fall into one of the other categories will be designated a local road.

**Minor Collector:** Minor collectors join one or more local roads to the surrounding road system and may provide access to adjacent lots as well. As a rule, any road or section of road which handles the traffic from more than fifty (50) residential lots itself, or serving one or more local roads with a cumulative total of more than fifty lots, will be designated as a minor collector or better. Any road serving commercial or industrial lots will be designated as a minor collector or better.

**Major Collector:** Major collectors will be designated by joint agreement between the Developer, the City and the State of Alaska DOT&PF.

**Arterial:** Arterials will be designated by joint agreement between the Developer, the City and the State of Alaska DOT&PF.

**Frontage Road:** Frontage roads provide access to lots that otherwise would be landlocked by a limited access arterial or major collector. Frontage road design will require close cooperation between the Developer, the City and the State of Alaska DOT.

**Alley:** Alleys provide secondary access to back or side lot lines of lots and may be a convenient route for utilities. Under no circumstances may an alley provide the sole access to a lot.

No pioneer access roads will be approved within the City.

**2.3 Required Widths:** Street widths required within the City are generally greater than those required by the Borough. The following are minimum widths for new developments:

Classification	Minimum Traveled Way	Minimum Shoulder Each Side	Minimum Right-of-Way
Local Road	22 ft.	4 ft.	60 ft.
Minor Collector	24 ft.	4 ft.	80 ft.
Major Collector	24 ft.	6 ft.	100 ft.
Arterial	24 ft.	8 ft.	100 ft.
Frontage Road	24 ft.	8 ft.	80 ft.
Alley	20 ft.	N/A	30 ft.

These are minimum widths. Traffic volumes, heavy turning movements, on-street parking requirements, presence of utilities and other factors may dictate greater widths. Minimum design speed shall be 30 mph for local roads, 40 for minor collectors and determined by the City and DOT/PF for others.

If curb, gutter, and storm drain are constructed, the minimum width of right-of-way may be reduced to fifty (50) feet for local roads and seventy (70) feet for minor collectors.

**2.4 Alignment:** Acceptable alignments will be based on the design speeds approved by the City for each road to be developed. Deflection angles greater than two degrees (2°) in the alignment of roads require connecting curves. Curves shall be engineered with a radius and super-elevation meeting AASHTO Guidelines.

The intersection of streets shall be as nearly at right angles as possible but not less than seventy-five degrees (75°) without approval of the City. In residential areas, three-way intersections are preferred to four-way intersections for safety. Four-way intersections should be at least two hundred feet (200') apart, when measured centerline to centerline. This distance to a three-way intersection may be reduced to one hundred feet (100'). Intersections should be designed with a

minimum corner radius of fifteen feet (15') on local roads and designed for a WB-50 semi-tractor trailer on all others. Corner lots shall have an appropriate radius corner at the intersection to maintain sufficient right-of-way width to allow for ditches around the turn radius.

Centerline of the constructed street shall be centered in the right-of-way.

**2.5 Grades:** Maximum grades are as defined in Title 17. Changes in grade shall be connected with vertical curves meeting AASHTO standards for sight distance at the design speed.

**2.6 Grading and Surfacing:** Asphalt pavement shall be the required surface for all newly developed streets within the City. The following minimum depths of embankment and surfacing are required:

Classification	Minimum Gravel	Minimum Crushed Rock	Minimum Asphalt Pavement
Local Road	12 in.	4 in.	1.5 in.
Minor Collector	18 in.	4 in.	1.5 in.
Major Collector	24 in.	4 in.	2 in.
Arterial	24 in.	4 in.	2 in.
Frontage Road	18 in.	4 in.	2 in.
Alley	12 in.	Not Required	Not Required

If the Developer elects to pave alleys, minimum pavement thickness shall be 1.5 inch.

These are minimum thicknesses. When adverse subsurface conditions, high traffic volumes or heavy anticipated truck traffic warrant, the City will require a pavement design calculation. The design method and design data must be submitted and approved by the City. Special measures may be required at specific locations such as slough crossings. The minimum depths may be reduced by the City when warranted by soils borings.

Except in super-elevated areas, the paved street surface shall slope two percent (2%) from the center crown into a drainage system on either side.

**2.7 Materials and Construction:** Proposed roads shall be cleared and grubbed to the limits of construction. No waste or clearing debris shall be placed within the roadway, except that a small amount of waste with roots and stumps removed may be placed on slopes and seeded.

Once clearing and grubbing are complete, the underlying material shall be compacted to 85% of maximum density prior to placing gravel.

**2.7.1 Gravel.** Gravel used in the construction of streets shall meet the requirements of Title 17, and be compacted to 90% or more of maximum density. The City will require the use of a filter-

type geotechnical fabric where necessary to protect the gravel embankment from contamination by underlying silt, such as at old slough crossings.

**2.7.2 Crushed Rock.** Crushed rock over which pavement is to be placed shall be made of pit run gravel, with specified gradation, hardness and fracture requirements acceptable to the City.

Compaction of crushed rock shall be to 95% of maximum density.

**2.7.3 Prime Coat.** Prime coat of a suitable type, grade and application rate shall be applied to the crushed gravel before installation of asphalt pavement or surface treatment.

**2.7.4 Asphalt Pavement.** Asphalt pavement shall be plant mixed and placed with a laydown machine. Asphalt cement grade and content, and aggregate gradation, fracture and hardness, shall be clearly specified by the design engineer and approved by the City. Minimum compaction shall also be specified.

**2.7.5 Quality Control.** Construction quality control testing by an independent laboratory will be required at the Developer's expense to insure the specifications approved by the City are met. Type and frequency of such tests shall be spelled out in the specifications.

## **2.8 Traffic and Safety**

**2.8.1 Signing.** Signing shall be in accordance with the *Manual of Uniform Traffic Devices with Alaska Supplement*. Minimum signing shall include intersection control, street names and speed regulation. Warning and informational signs shall be installed as warranted.

Sign post shall be 2 ½" x 2 ½ " perforated steel tubing, with embedded 3" x 3" sleeves, or an acceptable substitute.

**2.8.2 Stripping.** At a minimum, centerline striping will be required on all paved streets. Shoulder striping will be required on collectors, arterials and frontage roads, and strongly encouraged on local roads. Striping and other traffic markings shall be designed and installed in accordance with the *Manual of Uniform Traffic Devices with Alaska Supplement*.

**2.8.3 Sight Distance.** Sight distance on horizontal and vertical curves and at intersections shall meet AASHTO standards for the approved design speed. Where additional clearing is required to meet this requirement, the affected area shall be grubbed and seeded with grasses. Easements or additional right-of-way shall be dedicated as required for maintenance of sight distance.

## **2.9 Miscellaneous Features**

**2.9.1 Cable Crossing:** All buried cable crossings shall be installed either by the affected utility or under its direct supervision. An easement shall be platted for each crossing within the proposed development.

**2.9.2 Driveways.** Maximum driveway widths shall be twenty feet (20') for single family residences, thirty feet (30') for multiple family residences and commercial, and forty feet (40') for large commercial. Additionally, no driveway entrance shall be closer than fifty feet (50') to a street intersection, measured from shoulder of driveway to shoulder of street. More than one driveway entrance to a lot or greater driveway width may only be allowed with written authorization from the City. Driveways need not be constructed at the time of street construction, but they must be designed to the extent of location, width, profile and culvert size and length.

Driveways connected to streets with ditches for drainage will usually require culverts. A swale system may eliminate the necessity for these culverts. The driveway going across the swale must be properly sloped to avoid "bottoming out" of vehicles. To achieve this, the algebraic sum of the road side slope and the adjacent driveway slope shall not be more than fourteen percent (14%). Thus, at driveways, the backslope would be cut down to a maximum of six percent if the slope of the swale adjacent to the road is the typical eight percent (six inches in six feet). In no case shall driveways impede the flow of a swale or ditch.

Driveways which provide access to a paved street shall themselves be paved for at least 12' from the edge of street pavement.

### **Part 3. Drainage**

**3.1 Scope.** The City's fundamental concern is that snow melt and rain runoff is drained away from structures and building lots. Runoff shall be conveyed to the ultimate disposal point through storm drains, culverts or ditches, but not over streets, sidewalks, curbs, or other public improvements. If an existing public system is not available or is of insufficient capacity, on-site disposal or retention is required with easements for maintenance access. The design of the drainage system shall comply with all requirements of the City of North Pole NPDES permit for Storm Water Discharge from Small Municipal Separate Storm Sewer Systems. (MS4)

Ideally, curb and gutters will be provided by the developer to immediately enhance property values and to avoid future assessments. However, a well designed drainage system consisting of ditches and culverts, or a swale with associated drainage system is an acceptable substitute.

### **3.2. Design Criteria.**

**3.2.1 Recurrence Interval.** The minimum acceptable drainage system design shall be based on the five year peak rainfall rate for one hour for North Pole. Where circumstances warrant, the City may designate a longer recurrence interval. The design shall be based on the area being fully developed.

The drainage system design shall identify an ultimate destination for surface runoff compatible with other existing and future development in the area, and one or more routes by which runoff could be carried to that destination. Existing and necessary future easements shall be identified. The City may, at its discretion, waive construction of a portion of the ultimate runoff system provided that the interim drainage pattern is compatible with the ultimate system. Suitable ultimate destinations might include live sloughs or streams, an existing ditch system (provided it



has sufficient capacity and an ultimate destination of its own) or an engineered disposal method. Existing drainage systems shall not be obstructed, and may only be used if they are shown by the Developer to have sufficient capacity for the additional flow.

**3.2.2 Snowmelt.** Snow removal, including runoff, must be proved for in the drainage design. Snow dump sites with suitable drainage are desirable within the development if existing City sites are not readily available or are not of sufficient size to accommodate the necessary quantity of snow. Ditches should be wide enough for temporary snow storage on arterials, frontage roads and major collectors, and wide enough for the annual snow accumulation on minor collectors and local roads.

**3.3 Ditches and Culverts.** The minimum slope for ditches and culverts shall be twenty-five hundredths of one percent (0.25%). Drainage for relatively flat areas shall be achieved through roller coasting the ditch line a minimum grade of twenty-five hundredths of one percent (0.25%) and draining the ditch laterally at the low points.

Culverts used shall be corrugated steel pipe, with minimum diameter of twelve inches (12") for driveway crossings and eighteen (18") for street crossings. Culverts shall be covered a minimum depth of twelve inches (12").

The in slope of ditches shall be three to one (horizontal to vertical) or flatter, with maximum one to one acceptable for the back slope of the ditch. Maximum depth of ditch is four feet (4') for industrial and commercial areas and three feet (3') for residential neighborhoods and public areas such as schools and playgrounds.

**3.4 Swales.** Properly designed swales may be used on the sides of streets for drainage. Swales have much less depth than ditches and may allow the elimination of culverts at driveways. Swales may also require more associated lateral drainage systems than ditches.

The slope of the swale shall correspond to the adjacent street with a minimum slope of four-tenths of one percent (0.4%). The bottom of the swale shall be at least six inches (6") below and six feet (6') away from the road surface shoulder. From its low point, the swale shall slope upward to adjacent property at a maximum steepness of one foot vertical for each four feet horizontal. Slope shall extend into adjacent property as necessary.

**3.5 Curb and Gutter.** A minimum 0.25% grade should be maintained on paved roads with curbs, gutters and storm drain systems. Where the gutter discharges of a side drain or at a curb return, shoulders and slopes shall be protected against erosion.

**3.6 Erosion Control.** Wherever culverts, ditches, gutters or storm drains discharge to the slopes of a new or existing street, slope protection shall be provided.

### **3.7 Miscellaneous Features.**

**3.7.1 Insulation.** Insulation shall be required on storm drains and culverts at locations where their placement reduces the effective depth of burial of water and sewer lines below minimum

required depths (four feet for water and five feet for sewer), increasing the risk of freezing. Storm drains and catch basins within seven feet of sewer main, water mains, and services shall be covered with at least two inches of urethane insulation. Extruded polystyrene may be an acceptable insulation for specific situations if approved by the City. If the Storm drain is within twelve inches of services at least six inches of urethane shall separate them.

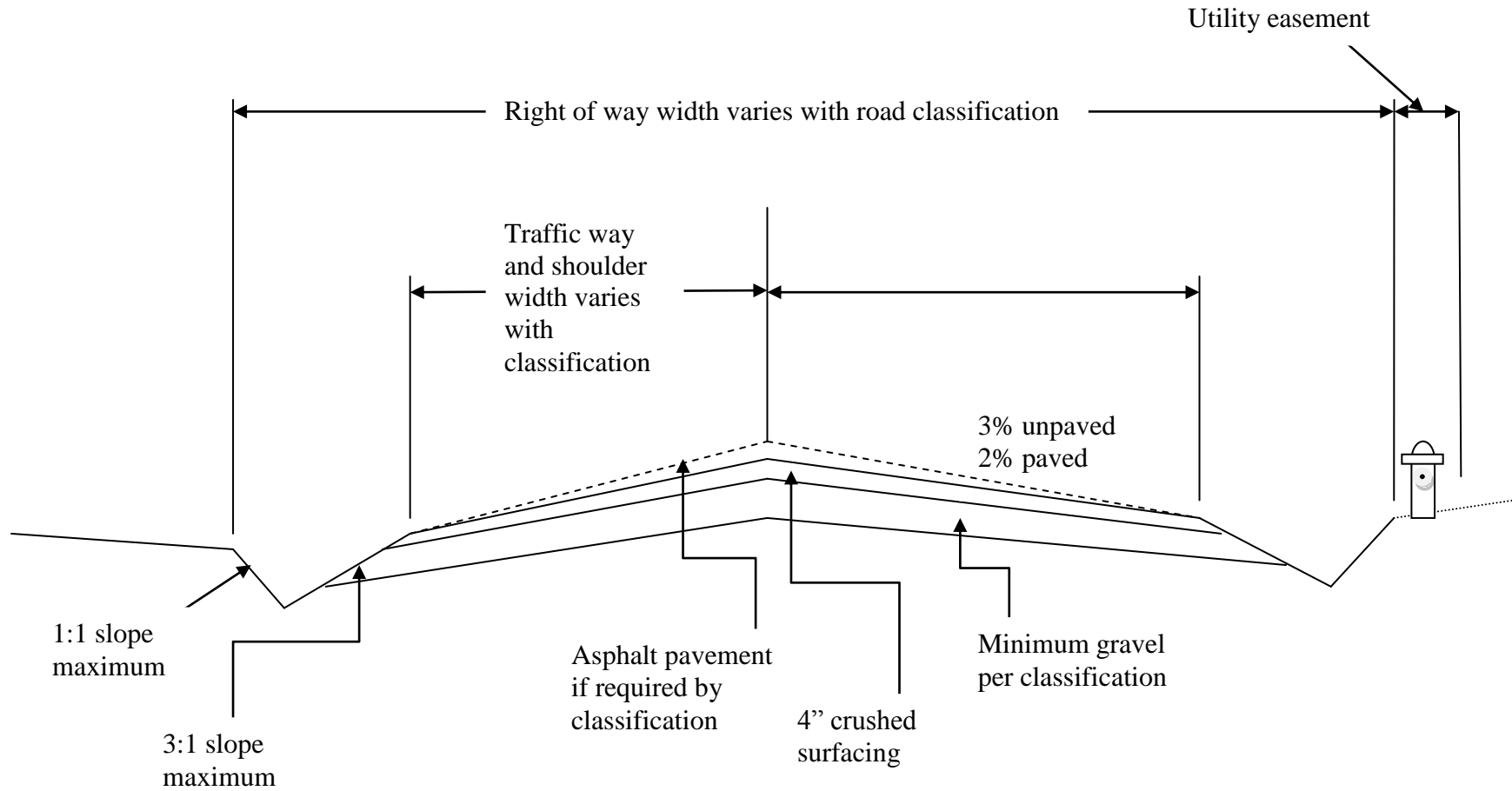
Proposed ditch crossings of existing and proposed water and sewer mains and services shall be checked for minimum burial depths, and insulated if necessary.

#### **Part 4. Attachments**

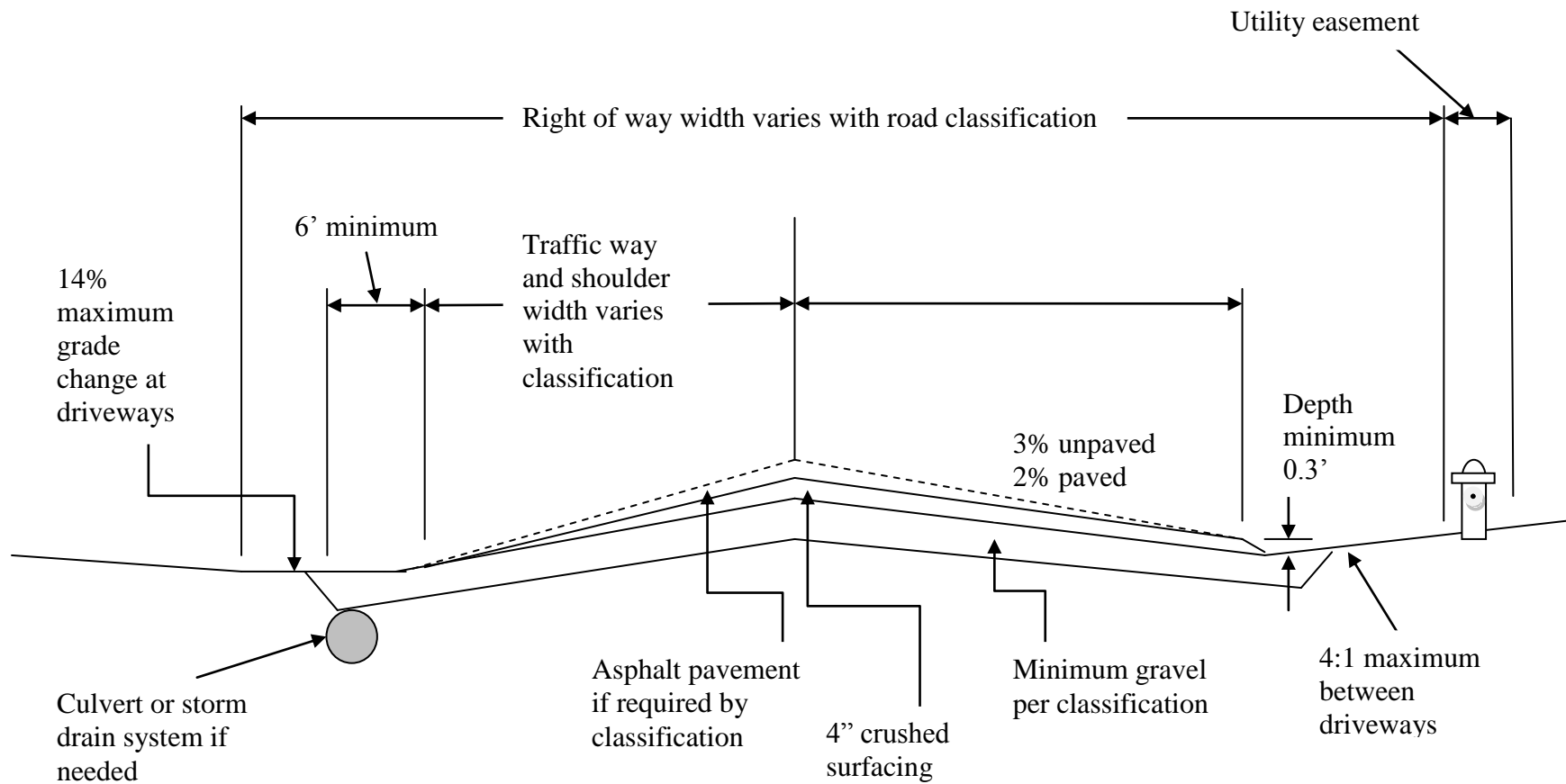
##### **4.1 TYPICAL STREET SECTION.**

##### **4.2 TYPICAL STREET SECTION WITH SWALE ALTERNATIVE**

#### 4.1 Typical Street Section, City of North Pole Alaska



## 4.2 Typical Street Section with Swale Alternative





**Stantec Consulting Services Inc.**  
2515 A Street  
Anchorage AK 99503-2709  
Tel: (907) 276-4245  
Fax: (907) 258-4653

August 1, 2017

Bill Butler  
Director of City Services  
125 Snowman Lane  
North Pole, AK 99705

**Project: City of North Pole; Ford Subdivision; Road Review and Inspection**  
**Subject: Professional Services Fee Proposal**

Dear Mr. Butler:

Stantec Consulting Services Inc (Stantec) understands that a private developer will be improving existing road beds in the Ford Subdivision to meet City of North Pole (CONP) requirements. The project will include approximately 4500 linear feet of roadway consisting of two 11 foot lanes with 2 foot shoulders, for a total width of 26 feet. The drive lanes will be asphalt pavement. The road embankments are existing construction, but may require repairs, widening, or other improvement prior to paving. CONP requests that Stantec:

- Review proposed construction for conformance with CONP standards (Plan Review).
- Provide Construction Submittal Review.
- Provide Construction Inspections to determine compliance to standards.

#### **Task 1 –Plan Review**

Stantec will review the CONP standards for roadways, and review the proposed subdivision plans for conformance with the standards and proven construction methods for the area. Where the proposed designs or standards are not sufficient for the existing conditions, we will provide review comments, recommended modifications, and guidance to CONP. We will also provide a schedule of recommended material and compaction testing and testing frequencies to be incorporated into your development permit for this subdivision roadway.

#### **Task 2 – Construction Submittal Review**

Stantec will review and comment on gradation and proctor test results for proposed material selections prior to Contractor starting work. We expect the construction Contractor to provide third-party lab test results for the proposed Subbase, Base Course, and Asphalt. If materials or test results are non-conforming, we will advise CONP and contractor as to required corrective action.

#### **Task 3 – Construction Inspection**

Stantec will provide site inspections to verify placement and compliance of Subbase, Base Course, and Asphalt. We anticipate 1-2 inspections for approval of subbase, 1-2 inspections for approval of base course, and inspections during two days of asphalt paving. Stantec will provide inspection reports and photographic documentation for each trip to site.

Contractor will be responsible for employing a third-party lab to perform compaction testing and asphalt material and compaction testing. Compaction tests are required every 100' of roadway, alternating sides of the road, and to be tested within one foot of material edge for Subbase, Base



Bill Butler  
Director of City Services  
125 Snowman Lane  
North Pole, AK 99705      Page 2 of 2

Course, and Asphalt. An asphalt density test, either nuclear densometer or core sample is required one per lane, every 100 feet to verify compaction and asphalt thickness. Results will be provided to Stantec for review and comment prior to Contractor continuing to next type of material.

At substantial completion, Stantec will perform an additional road inspection and produce a punchlist of any incomplete work or remaining corrective actions required. Upon completion of the punchlist items, Stantec will perform a final walkthrough.

### **Assumptions**

To limit the total amount of inspection required, we have assumed that contractor will be completing the work in a sequential manner, allowing for inspection of subbase before base course is placed, and for inspection of base course prior to paving. This is a typical construction sequence. In event contractor uses a "fast track approach" with subbase and base course proceeding at the same time, additional inspection will be required.

Review of material submittals and construction test results assumes contractor provides materials submittals for review and approval prior to start of the work. Stantec will return submittals with comments within five business days. The Contractor must allow adequate time for review and should not place or incorporate materials into the project prior to approval.

Stantec is not providing any surveying or material testing as part of our inspections. Contractor will need to provide their own third party material testing.

### **Fee Proposal**

The total fee, for services outlined in this proposal, will be performed for the fee of \$7,260 on a lump sum basis. The project will be invoiced monthly for each task on a percent complete basis. The work will be performed in accordance with the standard terms and conditions previously negotiated between Stantec and CONP.

### **Closure**

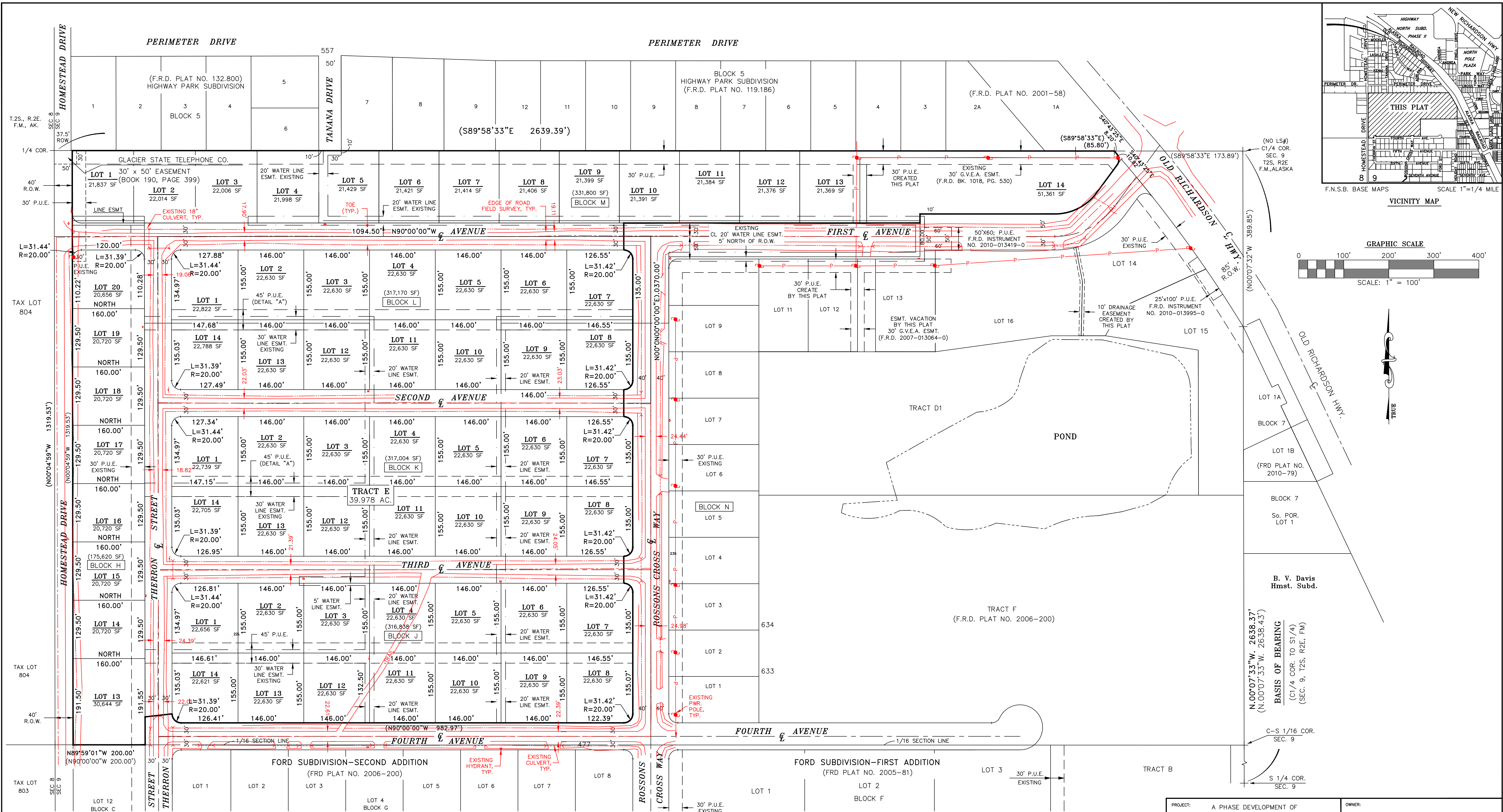
We will begin upon approval of this proposal and your notice to proceed. If you have any questions, or would like to discuss the scope of work, please contact me.

**Sincerely,**  
**Stantec Consulting Services Inc**

Dean E. Syta, P.E.  
Principal  
1-907-343-5260  
dean.syta@stantec.com

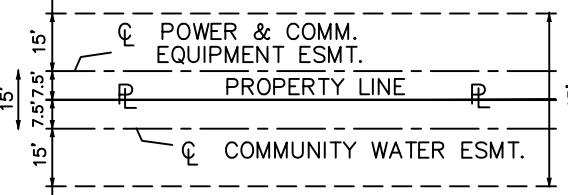
NORTH POLE FORD SUBDIVISION ROAD REVIEW & INSPECTION			
Work Plan Item	Estimated Fee	Basis / Scope Description	
Task 1 - Plan Review			Hrs
Review of CONP Standards and Road Design	\$432.00		3
	\$432.00	Total Task 1	
Task 2 - Submittal Review			
Submittal review (subbase, basecourse, asphalt)	\$288.00		2
	\$288.00	Total Task 2	
Task 3 - Inspection			
Project Coordination/QC/PM	\$780.00		4
Construction Inspections	\$4,320.00		30
Review compaction testing	\$288.00		2
Substantial Completion inspection and report	\$576.00		4
Final Walkhthrough inspection and report	\$576.00		4
	\$6,540.00	Total Task 3	
TOTAL FEE (NOT TO EXCEED)	\$7,260.00		49





"DETAIL A"

1" = 50'

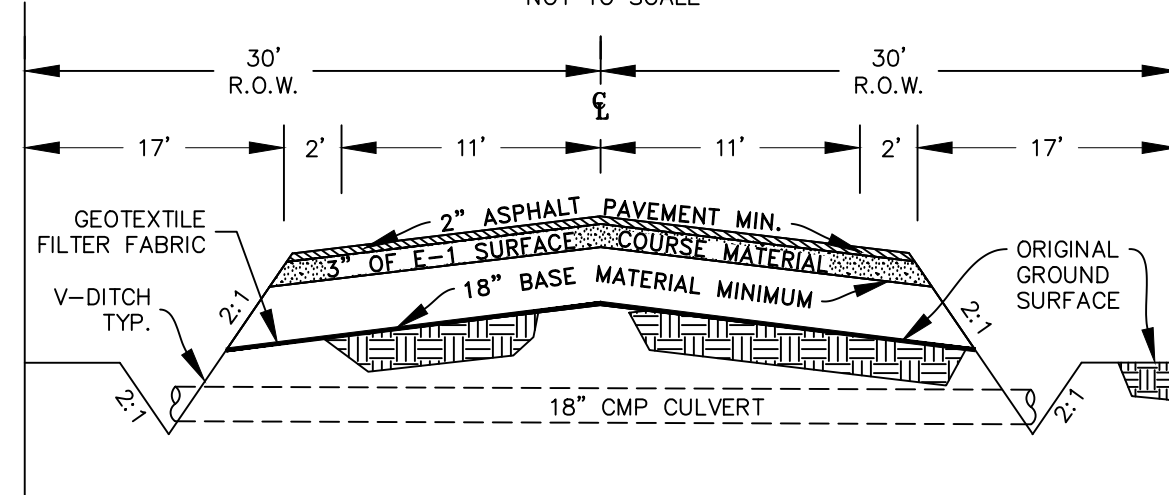


TYPICAL ROAD SECTION

AT CULVERT CROSSING

(LOCAL 1; PROPOSED ROADS)

NOT TO SCALE



ROAD SECTION NOTES:

1. E-1 SURFACE COURSE AS SPECIFIED IN THE STATE OF ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES STANDARD SPECIFICATION FOR HIGHWAY CONSTRUCTION.
2. CULVERT TO BE PLACED TO MAXIMIZE NATURAL DRAINAGE AS INDICATED ON DRAWING. ALL CULVERT TO BE 18-INCH DIAMETER CORRUGATED METAL PIPE OR EQUAL WITH A MINIMUM DRAINAGE GRADE THROUGH THE CULVERT OF THREE-TENTHS OF ONE PERCENT.

AREA SUMMARY

LOTS AREA = 33.481 AC.  
R.O.W. AREA = 6.497 AC.  
TOTAL AREA = 39.978 AC.

PHASE OF CONSTRUCTION:

- PHASE 1: LOTS 1, 2, 10-14, BLOCK M  
LOTS 13-20, BLOCK H  
LOTS 7-14, BLOCK J  
LOTS 7, 8, BLOCK K  
LOTS 7, 8, BLOCK L
- PHASE 2: LOTS 1-6, BLOCK J  
LOTS 9-14, BLOCK K
- PHASE 3: LOTS 1-6, BLOCK K  
LOTS 9-14, BLOCK L
- PHASE 4: LOTS 3-9, BLOCK M  
LOTS 1-6, BLOCK L



PROJECT: A PHASE DEVELOPMENT OF <b>FORD SUBDIVISION FOURTH ADDITION</b>		OWNER:  <b>DEBRA K. ROSSON</b> P.O. BOX 55520 NORTH POLE, AK 99705	
A REPLAT OF TRACT C-1, FORD SUBDIVISION SECOND ADDITION (F.R.D. PLAT NO. 2006-200)		LOCATED WITHIN SW 1/4, SEC. 9, T.2S., R.2E., F.M., ALASKA	
FAIRBANKS RECORDING DISTRICT			
DRAWN: RCH/CLS	CHECKED: JRR	SCALE: 1"=100'	DATE: 7/28/2017
JOB NO. 3TA17928		SHEET NO. 1 OF 2	
FIELD BOOK		1702-59	

**3 TIER-ALASKA, Corp.**  
P.O. Box 71940 432 Lignite Avenue  
Fairbanks, AK 99707-1940  
(907) 456-5895



NOTES

UTILITIES

1. THERE WILL BE A 35--FOOT RADIUS EASEMENT AT EACH POLE LOCATION FOR GUYS, ANCHORS, AND OTHER SUPPORTIVE STRUCTURES.  
2. A 15--FOOT WIDE STRIP OF LAND AS DETERMINED NECESSARY BY THE UTILITY COMPANIES IS GRANTED FOR THE INSTALLATION, MAINTENANCE, REPAIR, OR REMOVAL OF YARD POLES.  
3. THE UTILITY COMPANIES SHALL HAVE THE RIGHT TO IDENTIFY AND REMOVE ANY DEAD, WEAK, OVERHANGING, OR OTHERWISE DANGEROUS TREES ADJACENT TO OR IN THE VIGNITY OF THE EASEMENT.  
4. AN EASEMENT IS HEREBY DEDICATED WITHIN ALL LOTS FOR SECONDARY ABOVEGROUND CROSSINGS AS DETERMINED NECESSARY BY THE UTILITY COMPANIES.

SOILS AND TOPOGRAPHY

1. THIS AREA IS OVERLAIN WITH SALCHAKET VERY FINE SANDY LOAM, OVERLYING POORLY--GRADED SANDY GRAVEL.  
2. THE WATER TABLE IS APPROXIMATELY 6 TO 10 FEET BELOW THE GROUND SURFACE.

WATER AND WASTEWATER DISPOSAL

1. THE BOTTOM OF THE SOIL ABSORPTION SYSTEM MUST BE A MINIMUM OF FOUR (4) FEET ABOVE THE SEASONAL HIGH GROUND WATER LEVEL.  
2. A SEPTIC TANK AND ITS SOIL ABSORPTION SYSTEM MAY NOT BE PLACED WITHIN ONE HUNDRED (100) FEET, MEASURED HORIZONTALLY, OF ANY NATURAL OR MAN--MADE LAKE, RIVER, STREAM, SLOUGH OR COASTAL WATER OF THE STATE.  
3. WASTEWATER TREATMENT AND DISPOSAL SYSTEMS MUST MEET THE REGULATORY REQUIREMENTS OF THE STATE OF ALASKA--DEPARTMENT OF ENVIRONMENTAL CONSERVATION.  
4. SOIL CONDITIONS, WATER TABLE LEVELS, AND SOIL SLOPES IN THIS SUBDIVISION HAVE BEEN FOUND SUITABLE FOR CONVENTIONAL ONSITE WASTEWATER TREATMENT AND DISPOSAL SYSTEMS SERVING SINGLE--FAMILY OR DUPLEX RESIDENCES AND MEETING THE REGULATORY REQUIREMENTS OF THE ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION. ANY OTHER TYPE OF WASTEWATER TREATMENT AND DISPOSAL SYSTEM MUST BE APPROVED BY THE ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION.  
5. THE LOTS WITHIN THIS SUBDIVISION ARE SERVED BY CITY OF NORTH POLE COMMUNITY WATER SUPPLY SYSTEM (PUBLIC CLASS A).  
6. THE WATER LINE EASEMENTS SHOWN HEREON WERE PREVIOUSLY DEDICATED BY THE PLAT OF FORD SUBDIVISION--SECOND ADDITION, RECORDED AS PLAT NO. 2006--200 ON NOVEMBER 29, 2006, RECORDS OF THE FAIRBANKS RECORDING DISTRICT, FOURTH JUDICIAL DISTRICT, STATE OF ALASKA.

FLOOD ZONE

1. THIS PROPERTY HAS BEEN DETERMINED TO BE LOCATED WITHIN FLOOD ZONE A, A FLOOD HAZARD AREA AS IDENTIFIED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, PER FLOOD INSURANCE RATE MAP, FAIRBANKS, NORTH STAR BOROUGH, COMMUNITY-PANEL NUMBER 02090C4445J, DATED FEBRUARY 17, 2014. ALL DEVELOPMENT SHALL BE REQUIRED TO COMPLY WITH FEDERAL REGULATIONS AND TITLE 15 OF THE BOROUGH CODE. ANY CONSTRUCTION OR SUBSTANTIAL IMPROVEMENT TO A STRUCTURE IN THE FLOOD HAZARD ZONE (FLOOD ZONE A) REQUIRES A FLOOD PLAIN PERMIT FROM THE FAIRBANKS NORTH STAR BOROUGH.  
2. THE BASE FLOOD ELEVATION FOR THIS AREA IS 482.0 FEET (MEAN SEA LEVEL).  
3. THE TEMPORARY BENCHMARKS (TBM) SHOWN HEREON ARE ON THE "X" BOLT OF THE FIRE HYDRANT LOCATED TO THE NORTHWEST OF LOT 10, BLOCK N, WITH AN ELEVATION OF 488.9' MEAN SEA LEVEL, AND ON THE "X" BOLT OF THE FIRE HYDRANT LOCATED SOUTEAST OF THE INTERSECTION OF FOURTH AVENUE AND ROSSONS CROSS WAY WITH AN ELEVATION OF 490.6' MEAN SEA LEVEL.

ACCESS

1. NO DIRECT LOT ACCESS WILL BE ALLOWED ONTO HOMESTEAD DRIVE.

PROTECTIVE COVENANTS

1. THE LOTS WITHIN "FORD SUBDIVISION--THIRD ADDITION" ARE SUBJECT TO THE "PROTECTIVE COVENANTS" RECORDED AS , IN THE FAIRBANKS RECORDING DISTRICT, FOURTH JUDICIAL DISTRICT, STATE OF ALASKA ON \_\_\_\_\_.

CERTIFICATE OF OWNERSHIP, DEDICATION AND COMPLIANCE

I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH MY FREE CONSENT AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS, AND OTHER DESIGNATED PUBLIC SPACES TO THE PUBLIC USE.

I FURTHER CERTIFY THAT ALL REQUIRED IMPROVEMENTS COMPLY WITH THE STANDARDS ESTABLISHED IN TITLE 17, SUBDIVISIONS, FAIRBANKS NORTH STAR BOROUGH CODE.

DATE: \_\_\_\_\_

DEBRA K. ROSSON

THE NOTARY'S ACKNOWLEDGEMENT:

UNITED STATES OF AMERICA }  
STATE OF ALASKA }  
FOURTH JUDICIAL DISTRICT }

THIS IS TO CERTIFY THAT ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017, BEFORE ME, A NOTARY PUBLIC FOR THE STATE OF ALASKA, DULY COMMISSIONED AND SHOWN, PERSONALLY APPEARED

TO ME KNOWN TO BE THE IDENTICAL INDIVIDUAL MENTIONED IN AND WHO EXECUTED THE WITHIN PLAT, AND HE ACKNOWLEDGED TO ME THAT HE SIGNED THE SAME FREELY AND VOLUNTARILY FOR THE USES AND PURPOSES THEREIN SPECIFIED.  
WITNESS MY HAND AND NOTARIAL SEAL THE DAY AND YEAR IN THIS CERTIFICATE FIRST HEREIN WRITTEN.

NOTARY PUBLIC IN AND FOR THE STATE OF

ALASKA

MY COMMISSION EXPIRES \_\_\_\_\_

CERTIFICATE OF PAYMENT OF TAXES

I, THE UNDERSIGNED, BEING DULY APPOINTED AND QUALIFIED TAX COLLECTOR FOR THE FAIRBANKS NORTH STAR BOROUGH, DO HEREBY CERTIFY THAT, ACCORDING TO THE RECORDS OF THE FAIRBANKS NORTH STAR BOROUGH THE FOLLOWING DESCRIBED PROPERTY IS CARRIED ON THE TAX RECORDS IN THE NAME OF \_\_\_\_\_

DESCRIPTION: \_\_\_\_\_

AND THAT, ACCORDING TO THE RECORDS IN MY POSSESSION, ALL TAXES (ASSESSED AND DUE) AGAINST SAID LAND AND IN FAVOR OF THE FAIRBANKS NORTH STAR BOROUGH, ARE NOT DELINQUENT.

DATED AT FAIRBANKS, ALASKA, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2017.

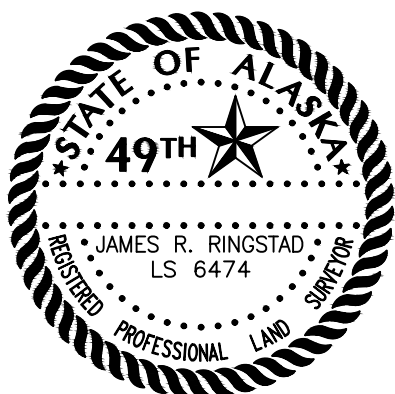
\_\_\_\_\_  
TAX COLLECTOR  
FAIRBANKS NORTH STAR BOROUGH

CERTIFICATE OF APPROVAL BY THE PLATTING AUTHORITY

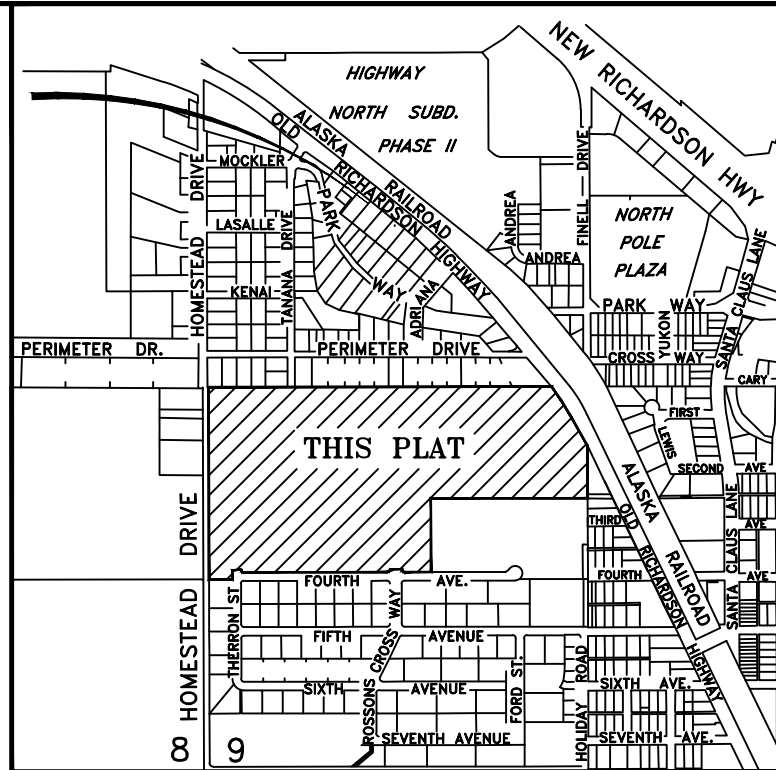
I, HEREBY CERTIFY THAT THIS SUBDIVISION PLAT HAS BEEN FOUND TO COMPLY WITH THE REGULATIONS OF CHAPTER 17.60, FINAL PLATS, OF THE FAIRBANKS NORTH STAR BOROUGH CODE OF ORDINANCES, AND THAT SAID PLAT HAS BEEN APPROVED.

CERTIFICATE OF REGISTERED LAND SURVEYOR

I, JAMES R. RINGSTAD, A PROFESSIONAL LAND SURVEYOR REGISTERED IN THE STATE OF ALASKA, DO HEREBY CERTIFY THIS PLAT TO BE A TRUE AND CORRECT REPRESENTATION OF LANDS ACTUALLY SURVEYED BY ME OR UNDER MY DIRECT SUPERVISION, ACCORDING TO THE STANDARDS OF TITLE 17, SUBDIVISIONS, FAIRBANKS NORTH STAR BOROUGH CODE, AND THAT THE DISTANCES AND BEARINGS ARE SHOWN CORRECTLY AND THAT ALL MONUMENTS REQUIRED HAVE BEEN SET.



JAMES R. RINGSTAD, L.S. 6474  
DATE: \_\_\_\_\_



F.N.S.B. BASE MAPS

SCALE 1"=1/4 MILE

VICINITY MAP

PROJECT: A PHASE DEVELOPMENT OF <b>FORD SUBDIVISION</b> <b>FOURTH ADDITION</b>		OWNER:  <b>DEBRA K. ROSSON</b> P.O.BOX 55520 NORTH POLE, AK 99705	
A REPLAT OF TRACT C-1, FORD SUBDIVISION SECOND ADDITION (F.R.D. PLAT NO. 2006--200)  LOCATED WITHIN SW 1/4, SEC. 9, T.2S., R.2E., F.M., ALASKA  FAIRBANKS RECORDING DISTRICT			
DRAWN: RCH/CLS	 <b>3 TIER--Alaska, Corp.</b> P.O. Box 71940 432 Lignite Avenue Fairbanks, AK 99707--1940 (907) 456--5895		JOB NO. 3TA17928
CHECKED: JRR			SHEET NO. 2
SCALE: 1"=100'			OF 2
DATE: 6/2/2017			FIELD BOOK 1702--59