


ZONING LOT AFFIDAVIT FOR FAIRBANKS NORTH STAR BOROUGH
FAIRBANKS RECORDING DISTRICT

STATE OF ALASKA)
) SS.
FOURTH JUDICIAL DISTRICT)

I, _____, being first duly sworn, depose and state that:

1. I understand that a zoning lot is necessary because (action that creates need for zoning lot):
 Adjacent lot is needed to meet setback or lot size requirements Structure is on the lot line
 Adjacent lot is developed with accessory uses or structures Other: _____
2. I am the owner of (address) _____.
 Subdivision _____ Block _____ LOT _____ PAN # _____ is developed
 with (use of property) _____;
 Subdivision _____ Block _____ LOT _____ PAN # _____ is developed
 with (use of property) _____.
3. If I am not the owner, I am authorized to represent _____ and
 have provided the documentation to verify that authority.
4. I wish to use Lots _____ as a zoning lot in Fairbanks Recording District.
5. I understand that this action encumbers both lots together as one lot.
6. I understand that I will not be able to separate said lots until the necessity for the zone lot is
 resolved.
7. This document is null and void when zoning regulations have been complied with or when the
 necessary action has been taken to provide for Item # 1.
8. I understand that this document will be returned to the Fairbanks North Star Borough
 community planning department for approval and recording at the Alaska Department of
 Natural Resources Recorder's Office and I am responsible for all applicable recording fees.

Approved By: _____

 Date Approved: _____
 INVALID WITHOUT CP APPROVAL

Return to: _____

 (Signature, Printed Name and Address of Affiant)

SUBSCRIBED AND SWORN TO BEFORE ME on this ___ day of _____, 20__.

 Notary Public in and for Alaska
 Commission Expires: _____

Fairbanks North Star Borough is subject to the Alaska Public Records Act, AS 40.25 et seq. and this document may be subject to public disclosure under state law. W:\Community Planning\Admin\Forms & Handouts\FYE 2021\Zoning_Lot_Affidavit.pdf Revised 1/07/2022

Fairbanks North Star Borough
Department of Community Planning

Zoning Lot Policy

Definition:

“Lot, zoning” means a parcel or contiguous parcels of land designated by its owner or developer as a tract to be used, developed or built upon as a unit under single ownership or control. A “zoning lot” may or may not coincide with a “lot.” FNSB 18.06.010 (92)

Policy:

It is the policy of the FNSB Department of Community Planning to allow an owner or developer to create a zoning lot by aggregating the entire or partial area of contiguous lots under common ownership in order to satisfy the Title 18 requirements for the zone in which the lots are located. The resulting zoning lot and lot remainder(s) must comply with all applicable zoning regulations. All land within the zoning lot must be in the same zoning district.

In order to ensure that a proposed zoning lot can be platted and sold in conformance with Titles 17 and 18 in the future, the configuration of the zoning lot must comply with the Title 17 and Title 18 standards in effect at the time the lot is created. The platting process need not be initiated at the time that a zoning lot is created. The Department will use Title 17 and Title 18 standards as a test to determine whether the proposed zoning lot configuration is valid.

In a case where a partial area of a lot or lots is proposed to be included in a zoning lot, the applicant must submit an 8½”x11” scaled drawing acceptable for recording that details the area of the lot or lots that will be included in the zoning lot. The drawing must depict all of the existing improvements within the boundaries of the proposed zoning lot and the lot remainder(s). This drawing will be recorded along with the zoning lot affidavit.

The applicant for a zoning action that involves the creation of a zoning lot must execute an affidavit signed by all owners of interest in the property that states that the proposed zoning lot:

1. Does not constitute a subdivision as defined by FNSB Title 17.
2. Comprises a single lot that must be subdivided in accordance with Title 17 prior to conveyance, unless the necessity for the zoning lot has been resolved.

The Borough will record this affidavit in the District Recorder’s Office at the applicant’s expense. If the Department determines that the zoning lot is no longer required, the applicant/owner may request the Department to record a second affidavit that confirms, for title clearance purposes, that the zoning lot affidavit is no longer in effect. The applicant/owner must pay the recording fees.


Bernardo Hernandez, Director


Date Adopted