



# MATANUSKA-SUSITNA BOROUGH

## Planning and Land Use Department

350 East Dahlia Avenue • Palmer, AK 99645

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### TIMBER HARVEST & TRANSPORTATION PERMIT APPLICATION

Carefully read instructions and applicable borough code MSB 28.60 TIMBER HARVEST. Attach information as needed. Incomplete applications will not be processed. This application is for commercial operations for parcels larger than 40 acres.

#### SUBJECT PROPERTY:

Township: \_\_\_\_\_ N/S, Range: \_\_\_\_\_ E/W, Section: \_\_\_\_\_, Meridian: \_\_\_\_\_.  
U.S. Survey/Aliquot Part/Long & Lat/ \_\_\_\_\_  
MSB Tax Parcel I.D.: \_\_\_\_\_ Map No.: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
Nearest Community or Landmark: \_\_\_\_\_

**OWNERSHIP:** *If the owner is using an agent or contact person, a written authorization by the owner must be attached.*

Is authorization attached?  Yes  No  N/A

#### Name of Property Owner

#### Name of Agent/Contact for Application

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: Hm \_\_\_\_\_ Cell \_\_\_\_\_

Phone: Hm \_\_\_\_\_ Cell \_\_\_\_\_

Wk \_\_\_\_\_ Fax \_\_\_\_\_

Wk \_\_\_\_\_ Fax \_\_\_\_\_

E-mail: \_\_\_\_\_

E-mail: \_\_\_\_\_

Is the timber harvest occurring on **state / private / municipal land** (circle one)?

Is the timber harvest located in a Special Use District?  Yes  No

If yes, the more restrictive conditions shall apply.

I. NOISE REDUCTION (MSB 28.60.030): Are there improvements, borough, state or federal campgrounds or other places where the public assembles or meets on a regular basis within one-half mile of the proposed harvest site?  Yes  No

II. ARTIFICIAL LIGHTING (MSB 28.60.040): Are there improvements, public camp grounds, or other areas where the public assembles or meets on a regular basis within one-quarter mile?  Yes  No

T \_\_\_\_\_, R \_\_\_\_\_, S \_\_\_\_\_, M \_\_\_\_\_, Tax I.D. \_\_\_\_\_ MSBCC File \_\_\_\_\_



The site plan drawing, completed by the applicant/agent, shall show the most likely used routes from the point of leaving the operations area to the initial intersection with any state or borough road classified as a major collector, arterial, or highway under the functional classification system.

*MATANUSKA-SUSITNA BOROUGH*      **SITE PLAN** (to be filled out by applicant/agent)



Provide the attached check list on this page and the applicants/agents site plan drawing to MSB Department of Public Works (DPW), Operations and Maintenance Division at 1420 S. Industrial Way, Palmer, Alaska 99645, 907-745-9804. Keep a copy of this form for yourself.

**Department of Public Works complete the following check list and questions:**

Road Name(s)	Road width of drivable surface?	Existence & width of shoulders?	Curves subject to off-tracking at posted speed? YES/NO	Steep grades requiring sustained braking? YES/NO

Are there any known school bus routes, times of pick-up or drop off of students along the roads?  Yes  No  
 If yes, please describe locations \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Is there any known "walk-to-school" or "pedestrian" crossing areas, trails, or other uses on or adjacent to the road surface?  Yes  No

If yes, please describe locations \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Identify the areas for traffic signs or warning signs during the timber hauling operations (indicate on map if needed):

\_\_\_\_\_

\_\_\_\_\_

Will any of the roads require maintenance during and/or after the timber hauling operations?  Yes  No  
 If yes, please describe locations or attach a map \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

❖❖MSB Department of Public Works shall attach a map of the plan area and provide additional comments or supporting information as required for MSB Planning review.❖❖

T\_\_\_\_, R\_\_\_\_, S\_\_\_\_, M\_\_\_\_, Tax I.D. \_\_\_\_\_ MSBCC File \_\_\_\_\_

**A. OBJECTIVES AND STANDARDS:** The Planning Director shall determine:

- the adequacy of access to and from the operations area and the effect on pedestrian and vehicular circulation and safety
- adequacy of the proposed transportation plan to deal with intersections, road conditions, site distance, traffic volumes, types of equipment, existing road use, and may include, under certain circumstances, dust control and snow removal
- the effect the proposed transportation operations will have on recreational uses and tourism related activities
- effect the proposed transportation operations will have on the general public health, safety, and welfare

**ATTACHMENTS (if applicable, check those that apply):**

1. Application fee	
2. FRPA DPO summary page or Forest Land Use Plan (FLUP), circle one	
3. Other documents as required	

<b>TIME TABLE FOR PERMIT REQUIREMENTS:</b>	<b>DATE</b>
Receipt of completed application.	
Issue Public Notice within five (5) days of receipt of completed application.	
Completion of public notice	
The application for the TTP shall be issued or rejected by the Planning Director within in five (5) working days following the completion of the public notice.	
The time period for issuance or denial of the TTP may be extended by the Planning Director or applicant/agent for thirty (30) days.	



**MSB USE ONLY:**

MSB File No.: \_\_\_\_\_ File Name: \_\_\_\_\_

Date complete application received: \_\_\_\_\_

Additional Conditions:  Yes (see attached)  No Bond Required  Yes  No \$ \_\_\_\_\_ Amount

Approved:  Yes  No

Comments: \_\_\_\_\_

By: \_\_\_\_\_ Decision Date: \_\_\_\_\_

Authorized Borough Representative, Title

IV. OWNER'S STATEMENT:

I am the owner of the following property: MSB Tax Parcel I.D. No(s) \_\_\_\_\_  
\_\_\_\_\_ and I hereby apply for a Timber Transport Permit (TTP) in accordance with  
applicable borough code for the property described in this application.

I understand all activity must be conducted in compliance with the Alaska Forest Resources and Practices Act (FRPA) that governs how timber harvesting, reforestation, and timber access occur on state, private, and municipal land. Forest management standards on federal land must also meet or exceed the standards established by the FRPA for state land.

I understand that all activity must be conducted in compliance with the noise regulations listed in MSB 28.60.030 and Artificial Lighting listed in MSB 28.60.040.

I understand that buffers are not required on private land. However, a person on private land is encourage to screen timber harvesting activities from road traffic, public areas and other private property where possible and prudent.

I understand that other rules such as local, state and federal regulations, covenants, plat notes and deed restrictions may be applicable and other permits or authorization may be required. I understand that the borough may also impose conditions and safeguards designed to protect the public's health, safety and welfare and ensure the capability of the timber harvest with other adjacent uses.

I understand that to minimize the potential for injury to the general public, that the operations area shall be posted with weather resistant signs and plastic flagging at all road and trail intersections upon entering and existing and along the perimeter of the operations area where they are clearly visible unless otherwise prohibited by state or federal law.

I understand the state of Alaska has primary responsibility for regulating and enforcing commercial vehicle enforcement, traffic control, and equipment standards on all highways.

I understand that operating cargo carrying vehicles on borough roads requires a traffic safety plan and the plan will be prepared and submitted with this application to the borough prior to beginning any timber harvest transportation operations.

I understand that public notice will be required under MSB 23.05.025 that will contain the provisions of the Traffic Safety Plan, Detailed Plan of Operations as filed with the state Division of Forestry or the Forest Land Use Plan (FLUP). I understand that as the applicant I will be responsible for cost of distribution and publication of the legal notice.

I understand that the any significant changes to the (TTP) may be amended by written notice to the Planning and Land Use Department for determination if a new public notice shall be required. Any significant changes without notification will result in suspension or revocation of the (TTP).

I grant permission for borough staff members to enter onto the property as needed to process this application and monitor compliance with permit requirements. Such access will at a minimum, be allowed when the activity is occurring and, with prior notice, at other times necessary to monitor compliance.

I acknowledge that I have received a copy of Title 28.60 Timber Harvest and that I have read and understand the conditions of the application and permit procedures.

The information submitted in this application is accurate and complete to the best of my knowledge.

\_\_\_\_\_  
Property Owner/Agent Date

\_\_\_\_\_  
Property Owner/Agent Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Printed Name

T\_\_\_\_, R\_\_\_\_, S\_\_\_\_, M\_\_\_\_, Tax I.D. \_\_\_\_\_ MSBCC File \_\_\_\_\_