



# MATANUSKA-SUSITNA BOROUGH

Planning and Land Use Department

Development Services Division

350 East Dahlia Avenue • Palmer, AK 99645

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## MULTIFAMILY DEVELOPMENT STANDARDS – MSB 17.73

Carefully read instructions and applicable borough code. Fill out forms completely. Attach information as needed. Incomplete applications will not be processed.

Application fee must be attached:

\_\_\_\_\_ \$500 for Multifamily Development Permit, plus \$25 for each additional unit beyond five.

### Required Attachments:

\_\_\_\_\_ Certified Site Plan (*the landscape and drainage plans may be included as part of the certified site plan*) – 17.73.130, 17.73.150, 17.73.170, 17.73.180

\_\_\_\_\_ Drainage Plan – 17.125

\_\_\_\_\_ Landscape Plan – 17.73.190

\_\_\_\_\_ Fire and Life Safety Plan (*if required*) – 17.73.100

\_\_\_\_\_ Driveway Permit

**Subject Property** Township: \_\_\_\_\_, Range: \_\_\_\_\_, Section: \_\_\_\_\_, Meridian \_\_\_\_\_

MSB Tax Acct # \_\_\_\_\_

SUBDIVISION: \_\_\_\_\_ BLOCK(S): \_\_\_\_\_, LOT(S): \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

(US Survey, Aliquot Part, Lat. /Long. etc) \_\_\_\_\_

**Ownership** A written authorization by the owner must be attached for an agent or contact person, if the owner is using one for the application. Is authorization attached?  Yes  No  N/A

**Name of Property Owner**

**Name of Agent/ Contact for application**

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

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

Phne: Hm \_\_\_\_\_ Fax \_\_\_\_\_

Phne: Hm \_\_\_\_\_ Fax \_\_\_\_\_

Wk \_\_\_\_\_ Cell \_\_\_\_\_

Wk \_\_\_\_\_ Cell \_\_\_\_\_

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

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

Is this property located within the Core Area? \_\_\_\_\_ Yes \_\_\_\_\_ No

**This permit applies to:**

- Residential development constructed at a density equal to or greater than six (6) dwelling units per 40,000 square feet of lot size.
- Any development exceeding six (6) dwelling units, regardless of size.
- Substandard dwellings constructed at a density equal to or greater than one dwelling per 40,000 square feet of lot area.
- Substandard dwellings exceeding two dwellings regardless of lot size.

**Maximum Density Ceilings:**

- **Core Area:** 18 units per 40,000 square feet
- **Non-Core Area:** 12 units per 40,000 square feet
- **Substandard Dwellings:** One (1) substandard dwelling per 40,000 square feet (*Density calculated at 0.000025 multiplied by the lot area*); or two (2) substandard dwellings, regardless of lot size.

<b>CERTIFIED SITE PLAN</b>	<b>Is Information Attached?</b>
○ Sealed by an architect, professional engineer or land surveyor, authorized to engage in that profession by the state of Alaska.	
○ Drawn to a scale of 1 inch equals 50 feet (or less).	
○ Dimensions and locations of all existing and proposed development on the site in relationship to all property lines.	
Identify all multifamily buildings	
Paths/Walkways ( <i>including widths</i> )	
Unattached accessory buildings	
Garages, attached or unattached	
Development Access, primary and secondary ( <i>if applicable</i> )	
Private Access Drives	
Parking	
Lighting	
Landscaping	
Fencing/Walls	
Service Areas	
Drainage	
Waterbodies	

**NONSTRUCTURAL FIRE AND LIFE SAFETY PLAN - (17.73.100)**

Separation distances between the habitable buildings: \_\_\_\_\_

Provide documentation that all structures comply with the requirements of 17.73.100.

**STRUCTURES**

**New Construction** (If constructing an addition to an existing structure, proceed to the next step)

- Total Number of Units: \_\_\_\_\_
- Description of other non-habitable (existing and proposed) structures on the property:  
\_\_\_\_\_  
\_\_\_\_\_

**Additions**

Number of existing units	
Number of proposed units	
Description of other existing non-habitable structures on property	
Description of other proposed non-habitable structures on property	

**LOT SIZE AND COVERAGE - (17.73.130(A)(1))**

- Lot Size \_\_\_\_\_ square feet
- Total area of lot occupied by impervious surface: \_\_\_\_\_ square feet  
(Impervious surface: building footprints, driveways, walkways, parking, or any surface where water does not penetrate. No more than 60 percent of the lot may be occupied by impervious surface areas).

**SETBACKS - (17.73.130(A)(8),17.73.130(A)(10), & 17.73.130(A)(12))**

Perimeter Setbacks	Setback Distance
• Front	
• Rear	
• Side(s)	
• Waterbody	

Interior Setbacks	Setback Distance
• Detached Garage	
• Other Accessory Buildings	

Width of Roof Overhang: \_\_\_\_\_

*All setback distances must be clearly depicted on the site plan.*

**ACCESS ROADS - (17.73.150)**

Name of road providing primary access to multifamily development: \_\_\_\_\_

**PARKING - (17.73.150(F))**

Provide the total number of dwelling units (including proposed) and types:

Type:	Number of:
Efficiency Units	
One to Two- Bedroom Units	
Three or More Bedroom Units	

<b>Parking Spaces</b>	
Width	
Length	
Vertical Clearance	
Number of ADA barrier free parking spaces provided	
Total number of parking spaces <i>(existing and proposed combined)</i>	

**LIGHTING - (17.73.170)**

Height of parking lot lights above the ground: \_\_\_\_\_

Type of parking lot lights: \_\_\_\_\_

**PEDESTRIAN CIRULATION - (17.73.180)**

Width of pedestrian path(s): \_\_\_\_\_

**FENCES AND WALLS – 17.73.190(B)(4) (optional)**

Type of construction material: \_\_\_\_\_

**SERVICE AREA SCREENING – 17.73.200**

Type of Screening:	
Height of Screening:	

## WATER FRONTAGE AND FLOODPLAIN

Does this property have water frontage?	
Type of Waterbody:	
Name of Waterbody:	
Is this in a designated flood hazard area?	

**OWNER'S STATEMENT:** I am owner of the following property:

MSB Tax parcel ID #(s) \_\_\_\_\_ and, I hereby apply for approval of a multifamily development permit on that property as described in this application.

I understand all activity must be conducted in compliance with all applicable standards of MSB \_\_\_\_\_ and with all other applicable borough, state or federal laws.

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 compatibility of the use with other adjacent uses.

I understand that it is my responsibility to identify and comply with all applicable rules and conditions, covenants, plat notes, and deed restrictions, including changes that may occur in such requirements.

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

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

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Signature: Property Owner Printed Name Date

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Signature: Agent Printed Name Date