MATANUSKA-SUSITNA BOROUGH
Planning and Land Use Department
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APPLICATION FOR PORT MACKENZIE DEVELOPMENT PERMIT

MSB Title 17.23

❑ Fee Paid (Amount$_____) Date received:_____

PLEASE READ INSTRUCTIONS CAREFULLY AND FILL OUT FORMS COMPLETELY

This permit is required for any development or use described in MSB 17.23.150B. Submit the completed application to the MSB Code Compliance Division at the address listed above. **A pre-application meeting is required.** For scheduling, call (907) 745-9574.

Pre-application meeting date _____

The MSB Port MacKenzie Development Permit may only be issued to the lessee or lessee's authorized representative (written authorization required). The application must identify a contact person with authority regarding the application and permit. The application must contain all information necessary to determine compliance with Borough Code, MSB lease performance standards, special conditions, development plan, lease amendments, or other written MSB approval.

1. Attach and refer to supplemental material as appropriate. Required site plans and technical drawings must be signed and sealed by an Alaska registered professional land surveyor, civil engineer, architect, or landscape architect, as appropriate to the drawings (MSB 17.23.150(E)).
2. In the event of a conflict between the terms of the Lease and an applicable local, state or federal law, or regulation, the applicable law or regulation, will supersede.

PROJECT LOCATION:

Township: _____ Range: _____ Section: _____ Meridian_____
MSB Tax Parcel#:_____, MSB Tax Map#: PM:__3,__5,__6,__00
MSB Port MacKenzie Lease No._____, MSB Temporary Use Permit No._____
Subdivision:_____
Other location, such as right of way or easement:_____
WITHIN PORT DISTRICT: ❑ PID-I ❑ PID-II ❑ WDD ❑ PCD

OWNERSHIP:

Name of Leaseholder	Name of Authorized Rep./Applicant, if not Leaseholder
Mailing address	Mailing address
e-mail	e-mail
Phone, Home Work	Phone, Home Work
Name of Contact	Contact Mailing Address
Contact Phone#	Contact e-mail

Type of Project(s): *Check all that apply*

❑ Commercial*	❑ Signs
❑ Industrial*	❑ Landscaping
❑ Utilities	❑ Roads
❑ Development *within* leased parcel	❑ Wells
❑ Development *outside* of leased parcel	❑ Septic systems
❑ New	❑ Communication tower/antenna
❑ Addition	❑ Tanks
❑ Alteration/remodel	❑ Pipeline
❑ Repair/replacement	❑ Other type of structure
❑ Relocation	❑ Placement/use of hazardous material
❑ Temporary Housing	❑ Natural resource extraction
❑ Building	**Construction within:**
❑ Pads	❑ Rights-of-way ❑ Access easements
❑ Other:	❑ Utility Corridors ❑Buffer strips
	❑Fill:_____cu.yds. ❑ Excavation:_____cu. yds.

Description of Project (Use attachments for details)**:**

_____

_____

_____

Access: Access is from what road? _____

Is the street currently existing (built)? __yes __no, Street maintained by __Borough __lessee(s)

Identify lessee maintaining streets(s):_____ ❑ N/A

❑ New driveway ❑ Altered driveway ❑ Existing driveway

Is road construction proposed within public right of way? ❑ Yes (length:_____ft.) ❑ No

•Road will be built to MSB standards for: ❑ 25 MPH standard, ❑ 35 MPH standard ❑N/A

❑ Road will be temporary and built per MSB authorization for less than 25 MPH standard ❑N/A

(Call 745-9806 MSB Public Works Dept. for more information about road standards)

Traffic Generation:

Probable types/size of vehicles to be used by the business:_____

Anticipated daily vehicular traffic trips generated to and from the site by the development (use average for busy season if use is seasonal);

Truck: (any vehicle greater than 10,000 lbs gross vehicle weight): _____

Vehicles less than 10,000 lbs gross vehicle weight: _____

Total anticipated average daily traffic trips: _____

Vehicle generation rate based upon standard trip generation tables: _____

Year lessee predicts anticipated truck trip will exceed 100 per day: _____

Year lessee predicts anticipated total average daily traffic trips will exceed 200 per day: _____

Type of Sewage Disposal: *Check all that apply*

Existing		**Proposed**	
❑ None	❑ Holding tank	❑ None	❑ Holding tank
❑ Community	❑ Onsite	❑ Community	❑ Onsite
❑ Public	❑ Septic tank	❑ Public	❑ Septic tank
❑ Pit privy	❑ Other (specify):	❑ Pit privy	❑ Other (specify):

Type of Water Supply: *Check all that apply*

Existing	Proposed
❑ None	❑ None
❑ Onsite	❑ Onsite
❑ Private well	❑ Private well
❑ Public/community	❑ Public/community
❑ Cistern	❑ Cistern
❑ Other (specify):	❑ Other (specify):

Water bodies: Is construction proposed within 75 feet of a water body (creek, pond, inlet, etc.)? ❑ yes ❑ no
If yes, describe:_____
_____

Required Attachments:

❑ Site plans of proposed development depicting (at a minimum): location, setbacks, area, dimensions and identification of lot lines, buildings, processing facilities, water bodies, rights-of-way, easements, buffers, septic system, wells, signs, lighting, towers, antennae, utilities, pipelines, underground tanks, aboveground tanks, landscaping, drainage, paved areas, gravel areas, storage (for product, equipment, material, fuel, waste, snow, hazardous material, etc.), pads, roads, parking and loading areas, access points, traffic patterns, traffic control facilities, and other improvements. Plan must show adequate street capacity and stopping sight distance at intersections of rights-of-way (250' minimum, 580' preferred).

❑ Drawings of proposed development depicting: design, materials, dimensions, height, bulk, area, floor plans, layout, appearance, and demonstrating proposed street or road construction meets or exceeds the requirements of MSB 17.23.190, or MSB lease requirements.

Textual descriptions of:

❑ proposed development explaining: materials, use, standards of construction, operations, mitigation methods for negative impacts, schedules, and all other aspects of the proposal,

❑ description of traffic generated by the proposed development and any traffic control measures proposed to mitigate negative traffic impacts on public right-of-way

❑ identification and explanation of type, quantity, use, and management of Hazardous Materials to be located on the site

❑ other applicable laws, ordinances, permits, and authorizations with the proposal for meeting those requirements

❑ A completed Alaska Coastal Project Questionnaire

❑ Written consent from the Borough Manager to place proposed improvements, including signs, on the premises, and refer to the authorization in the lease if applicable. ❑ N/A

❑ If construction or use standards are proposed to be different than those listed in MSB 17.23.190 (Road Standards), or other applicable code, a copy of the authorizing lease condition and properly completed authorization from the Borough Manager must be attached. ❑ N/A

❑ Written consent from the Borough Manager to place proposed Hazardous Material on the premises ❑N/A

❑ A completed application for an Encroachment Permit within MSB Right of Way, if such development is proposed ❑ N/A

❑ A completed application for General Construction Permit for development of roads or streets within a Public Right of Way, if such development is proposed

❑ A completed application to Construct and Maintain Driveway on Public Right of Way, if such development is proposed ❑ N/A

❑ A completed application for a Utility Permit within MSB Right of Way, if such development is proposed ❑ N/A

❑ State Fire Marshall Approval of Plans, if Alaska law requires such review/approval ❑ N/A

❑ Traffic Impact Analysis (TIA), if applicant establishes proposed development will generate more than 200 average daily traffic trips, or more than 100 truck trips per day ❑ N/A

❑ Written authorization by lessee, for authorized representative to act on behalf of applicant ❑ N/A

Lessee/Applicant Certification: The Lessee of this property or lessee's authorized representative attests that the information in this application is true and agrees to conform to all applicable laws of this jurisdiction and the requirements of the applicable lease. I/We understand that additional permits and authorizations may be required and that it is the lessee's responsibility to identify and abide by all federal, state, and borough laws and ordinances and to insure all necessary permits and authorizations are obtained and complied with.

Lessee or Authorized Representative/Applicant:

_____ _____

Signature Printed Name Date