



MATANUSKA-SUSITNA BOROUGH

Planning and Land Use Department

Development Services

350 East Dahlia Avenue • Palmer, AK 99645

Phone (907) 861-7822 • Fax (907) 861-8158

Email: PermitCenter@matsugov.us

APPLICATION FOR CONSTRUCTION/CLOSURE WITHIN PUBLIC EASEMENTS & RIGHTS-OF-WAY

Application Fee \$200 each

Permit No. _____

Applicant: _____

Date: _____

Address: _____

Phone: _____

Email: _____

1. Give the legal description and tax account no. of property owned by applicant adjacent to construction:

2. Describe the location where construction will occur, (legal description, public easement, or road name):

3. Proposed length and width of construction (Include map or sketch showing construction limits and cross section & plan drawings, if available. Drawings may be required in cases of steep terrain):

4. Proposed start up date: _____ Expected completion date: _____
5. This construction is necessary for the following reason(s):

6. Proposed method for disposal of vegetation and grubbed material:

7. List types of construction equipment that will be used for this project:

8. Identify any special conditions and problems that may be encountered during construction (i.e. Swampy ground, water bodies, steep slopes, forested areas):

No work is authorized, including clearing of vegetation, within public easements & rights-of-way until a PERMIT is issued by the Borough and accepted by the applicant. The applicant certifies with their signature below, that they have read the conditions on the reverse side and completed this form accurately to the best of their knowledge.

Applicant's Signature

STANDARD CONDITIONS

Prior to Construction:

- A. Registered Professional Land Surveyor to verify, survey and mark exterior limits prior to construction and reference and preserve any survey corners and monuments in construction area. Upon completion, Surveyor to certify in writing to the Borough that all construction is in right-of-way and all survey corners are undisturbed or reset.
- B. Notify adjacent property owners by certified mail two weeks prior to construction.
- C. Complete a pre-construction meeting on site with Borough Right-Of-Way Agent after condition "A" is complete and prior to beginning any vegetation clearing.

Other Conditions:

- 1. No public money will be spent on maintenance or capital improvements.
- 2. Roads within public right-of-ways or public easements are for public use and cannot be gated or blocked.
- 3. Trees belong to adjacent property owners. Trees left in the right-of-way shall be cut into 4' lengths. Other arrangements made between the Permittee and the property owners are acceptable.
- 4. Disturb and clear only that area necessary for permitted use.
- 5. In site specific locations where public rights-of-way widths are 100 feet or greater the Borough may authorize slit trenching to be in the (southern) (western) 20' of right-of-way.
- 6. All construction debris, including brush, limbs, tree tops, uprooted stumps, organic material and large rocks must be removed from narrow rights-of-way. Construction debris may not be placed onto adjacent properties without written authorization.
- 7. It is the applicant's responsibility to obtain any required permits from local, state, or federal agencies for the proposed construction.
- 8. Permits are subject to additional conditions, as deemed necessary by the Borough, to address special circumstances and construction limitations.
- 9. A Damage Bond and/or Liability Insurance may be required for the proposed construction activity.