



MATANUSKA-SUSITNA BOROUGH

Planning and Land Use Department

Development Services Division

350 East Dahlia Avenue • Palmer, AK 99645

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

Email: permitcenter@matsugov.us

APPLICATION FOR A CONDITIONAL USE PERMIT REGULATION OF ALCOHOLIC BEVERAGE USES – MSB 17.70

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:

_____ **\$1,500** for **Liquor Beverage Dispensary**

_____ **\$1,500** for **Liquor Package Store**

*Prior to the public hearing, the applicant must also pay the mailing and advertising fees associated with the application. Applicants will be provided with a statement of advertising and mailing charges. Payment must be made **prior** to the application presentation before the Borough Planning Commission.*

Subject Property Township: _____, Range: _____, Section: _____, Meridian _____

MSB Tax Account # _____

SUBDIVISION: _____ BLOCK(S): _____, LOT(S): _____

STREET ADDRESS: _____

BUSINESS NAME _____

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 _____

In order to grant a conditional use permit under MSB 17.70, the Planning Commission must find that each of the following requirements have been met. Explain the following in detail:	Attached
1. Is the conditional use compatible with and will it preserve or not materially detract from the value, character and integrity of the surrounding area?	
2. Will the granting of the conditional use permit be harmful to the public health, safety, convenience and welfare?	

3. Are sufficient setbacks, lot area, buffers and other safeguards being provided?	
4. Is there any potential negative effect upon other properties in the area due to such factors as dust, noise, obtrusive advertising and glare?	
5. Is there any potential negative effect on the safe, efficient flow of traffic on any highway, arterial, collector or street from which access to and from the establishment is obtained?	
6. What measures are being proposed to reduce any negative effect upon adjacent and nearby properties by property line buffers and arterial buffers, planted berms, landscaping, reduction or elimination of obtrusive or garish signing or other features, lowered building elevation, clustering with other commercial establishments and use of frontage roads to reduce the number of entries and exits onto highways, arterials and collectors and where the surrounding area is predominantly residential in character, site and building design features that contribute to the residential character of the development?	
7. Are there adequate parking facilities to accommodate a reasonably expected increased demand for parking created by issuing the permit?	
8. Will access to the premises create an unreasonable traffic hazard?	
9. Will a reasonably expected increase in traffic overtax the existing road system?	
10. Is the use compatible with the character of the surrounding neighborhood?	
11. Is there or would the use tend to result in, a high crime rate or a high incidence of alcohol-related accidents in the area?	
12. Does the applicant or a person with an interest in the application have an interest in a liquor license which was suspended or revoked in the 12 months preceding the application?	
13. Has the applicant or person with an interest in the application demonstrated that the person is untrustworthy or unfit to conduct the operation of a licensed business, or is a potential source of harm to the public?	

Supplemental Information – Explain in Detail	Attached
1. Maximum occupancy capacity of facility as determined by Fire Marshall	
2. Number of employees proposed to work on largest work shift.	
3. Number of regular parking spaced provided.	
4. Number of handicapped parking spaces provided.	
5. Is the use a sole occupant in a building or a tenant in a building?	
6. Total square footage of space in building occupied by this use.	
7. Hours of operation.	
8. Noise mitigation measures	

SITE PLAN – Attach a detailed, to scale, site plan clearly showing the following information:	Attached
1. Proposed and existing structure(s) on the site. Indicate which structure(s) will be used for the liquor use. Draw lot dimensions and indicate setback distance of structure(s) from the lot lines, rights-of-way, and waterbodies.	
2. Dimensions of all structures	
3. Interior floor plans (specific location of the use or uses to be made of the development)	
4. Signage – Existing and Proposed	
5. Location and dimensions for all access points to and from the site to public rights-of-way or public access easements.	
6. Proposed contouring	
7. Vegetation and any landscaping	
8. Buffering – Fences, trees, topography, or berms	
9. Drainage	
10. Vehicular and pedestrian circulation patterns	
11. Exterior site lighting	
12. Distance(s) to the nearest intersection in all directions from proposed permit site along roads adjacent to the site.	
13. Location and dimensions of parking areas to be provided	
14. Boundary protection	
15. Scale and north arrow.	

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

MSB Tax parcel ID #(s) _____ and, I hereby apply for approval an alcoholic beverage use conditional use permit on that property as described in this application.

I understand all activity must be conducted in compliance with all applicable standards of MSB 17.70 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 understand that this permit and zoning status may transfer to subsequent owners of this land and that it is my responsibility to disclose the requirements of this status to the buyer when I sell the land.

I understand that changes from the approved conditional use permit may require further authorization by the Borough Planning Commission. I understand that failure to provide applicable documentation of compliance with approved requirements, or violation of such requirements will nullify legal status, and may result in penalties.

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.

Signature: Property Owner

Printed Name

Date

Signature: Agent

Printed Name

Date