



MATANUSKA-SUSITNA BOROUGH

Planning and Land Use Department

Development Services Division

350 East Dahlia Avenue • Palmer, AK 99645

Phone (907) 861-7822

Email: permitcenter@matsugov.us

CONSTRUCTION PERMIT AND PUBLIC USE EASEMENTS/RIGHTS-OF-WAY CLOSURE APPLICATION MSB 11.30, MSB 11.10, & MSB 11.08

NOTE: Carefully read instructions and applicable borough code. Fill out the forms completely. Attach information as needed. Borough staff will not process incomplete applications.

Attachments:

_____ \$200 application fee

_____ Traffic Impact Analysis

_____ Site Plan

_____ Traffic Control Plan

_____ Other: _____

Proposed Project Location:

MSB Tax Account ID#(s): _____

Right-of-Way / Public Easement: _____

Name of Agent / Contact for application:

Company: _____

Mailing: _____

City: _____ State: _____ Zip: _____

Day Time Phone: _____ Cell: _____

E-mail: _____

Description of Proposed Project:

Type of proposed use (residential, commercial utility, etc.): _____

Proposed start date: _____ Expected completion date: _____

Detailed scope of work: _____

Proposed method and location for disposal of vegetation and grubbed material: _____

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

Identify any site conditions which may be problematic during construction (i.e., wetlands, water bodies, steep slopes, etc.): _____

Attach a Site Plan which shows the following information:	
Dimensions and locations of all existing and proposed development on the site	<input type="checkbox"/>
Setback distances from all property lines, rights-of-way, and road edges to the structure/encroachment	<input type="checkbox"/>
North arrow	<input type="checkbox"/>
Boundaries of parcels, rights-of-way, public easements	<input type="checkbox"/>
Names and locations of adjacent roadways, public easements, and parcels	<input type="checkbox"/>
Location of proposed and existing driveway(s)	<input type="checkbox"/>
Location and name of adjacent waterbodies	<input type="checkbox"/>
All public infrastructure, including height and (current and/or proposed) location of utilities with 100' of the work site	<input type="checkbox"/>
Intended use of proposed structures/encroachments	<input type="checkbox"/>
Show limits of construction and clearing	<input type="checkbox"/>

Applicant's Statement: I am the owner/authorized agent, and I hereby apply for approval of a construction permit and/or public use easements/rights-of-way closure at the location described in this application. I understand all activity must comply with all applicable standards of the MSB code and with all other applicable 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 also understand that no work is authorized, including clearing of vegetation, within public easements & rights-of-way until a permit is issued.

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

Signature

Printed Name

Date