



# MATANUSKA-SUSITNA BOROUGH

Planning and Land Use Department  
Development Services Division  
350 East Dahlia Avenue • Palmer, AK 99645  
Phone (907) 861-7822  
E-mail: [permitcenter@matsugov.us](mailto:permitcenter@matsugov.us)  
[www.matsugov.us](http://www.matsugov.us)

## GENERAL CONSTRUCTION PERMIT

This permit is issued this \_\_\_\_\_ day of \_\_\_\_\_, 2023, to:

**The Matanuska-Susitna Borough (MSB) hereby grants authorization to work in the following public rights-of-way (ROW):**

The construction authorized is described as follows:

This construction permit shall expire on **October 31, 2024.**

### **BEFORE BEGINNING CONSTRUCTION ACTIVITIES, PERMITTEE MUST:**

- A. Have a Registered Professional Land Surveyor (RPLS) verify that public rights-of-way exist, survey and mark the exterior boundary lines of the public rights-of-way, and reference all property corners, monuments, and witness markers within or bordering the public rights-of-way. RPLS must provide a letter to the Borough Development Services Division stating the above has been completed and attach documentation verifying public rights-of-way exist. Also, give a copy of field notes and drawings showing reference ties to property corners and monuments.
- B. Notify adjacent property owners before construction and two weeks before beginning work. A copy of the letter and the mailing list shall be provided to the Matanuska-Susitna Borough.
- C. Provide the Matanuska-Susitna Borough a surety bond of at least ten thousand dollars (\$10,000) to be held until the final inspection at the end of the one-year warranty period.
- D. The Permittee is responsible for obtaining any required permits from Federal, State, or local agencies for the proposed construction.

### **SPECIAL CONDITIONS:**

1. The Permittee must hire a Registered Civil Engineer to oversee all phases of the construction work.
2. It is the Permittee's responsibility to comply with all OSHA regulations and requirements.
3. Trees belong to property owners. Arrangements made with adjacent property owners during your notification process for the disposal of trees are acceptable.
4. Roads or driveways within public rights-of-way or public easements are for general use and cannot be gated or blocked without the authorization of the Borough.
5. At a minimum, the clearing required shall include seven feet from the edge of any established roadway surface for safety and snow storage.
6. The Permittee agrees to accept all responsibility and bear the expense of re-establishing any property corner, monument, or witness marker damaged or destroyed due to the construction activities.
7. The Permittee is not authorized to install utility facilities within this public way.
8. This permit does not allow for any stream crossings. Please call (907) 861-7822 for more information if a stream crossing is needed.

**DURING CONSTRUCTION ACTIVITIES, THE PERMITTEE MUST:**

9. Fall and skid all trees four inches in diameter and larger before beginning grubbing and road construction.
10. No strip mining for gravel will be allowed within the public easements.
11. The Permittee shall remove all construction debris, large limbs, treetops, uprooted stumps, disturbed organic material, and rocks six inches or larger within clearing limits from rights-of-way before the expiration date. Brush to be stacked for burning outside of rights-of-way. Obtain any necessary burn permits from the State of Alaska Division of Forestry.
12. Center the access within the public easements. Clear and grub up to 20 feet on each side of the center of the ROW for road construction, ditching, and to induce maximum sunlight onto the road prism. Construct roads and ditches in compliance with 2022 Subdivision Construction Manual.
13. All hydrology engineering is the responsibility of the Permittee. Install appropriate-sized culverts or swales to maintain natural drainage patterns. The authorized construction may not alter the natural drainage patterns.

**AFTER CONSTRUCTION REQUIREMENTS, THE PERMITTEE MUST:**

14. The Permittee shall file a written notice of completion with the Development Services Division within ten (10) days after the construction is complete, requesting a final inspection. Call the Permit Center at (907) 861-7822, Option 2, or email the Permit Center at [Permit.Center@matsugov.us](mailto:Permit.Center@matsugov.us) for the final inspection.
15. Upon completion, have the RPLS stamp and certify **in writing** that all construction is within the public right-of-way and all property corners, monuments, and witness markers within or bordering the public right-of-way are undisturbed or reset. Notice can be delivered to the Borough Development Services Division or by email to [Permit.Center@matsugov.us](mailto:Permit.Center@matsugov.us).
16. A one-year mandatory warranty period on all improvements begins after the acknowledged written notice of completion and final inspection. Any bond obtained for this work will remain in effect until the end of the warranty period. The Permittee shall maintain the improvements and restore any deficiencies in quality during the warranty period.

In consideration for this permit, the Permittee shall indemnify, defend, and hold and save the Borough, its elected officers, agents, and employees, harmless from any and all claims, demands, suits, or liability of any nature, kind, or character, including costs, expenses, and attorney's fees. The Permittee shall be responsible under this clause for any and all legal actions or claims of any character resulting from injuries, death, economic loss, damages, violation of statutes, ordinances, constitutions, or other laws, rules, or regulations, contractual claims, or any other kind of loss, tangible or intangible, sustained by any person, or property arising from Permittee's construction, alteration or maintenance and the existence of the above-described construction or for any damages whatsoever arising out of the granting of this permit.

The Borough reserves the right to revoke this permit upon 48 hours of written notice to the Permittee. The Permittee agrees upon said notice of revocation to immediately stop all construction activity within the easement, street, or public right-of-way. Should the Permittee refuse or fail to comply with said written notice, the Borough may, without further notice to the Permittee, make any and all repairs to the originally permitted area. The Permittee hereby agrees to reimburse the Borough for all costs incidental to the repair thereof.

The Permittee certifies that they have read the conditions, and the Matanuska-Susitna Borough hereby authorizes this permit for construction.

PERMITTEE

Matanuska-Susitna Borough

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Michelle Olsen – ROW Coordinator