



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

APPLICATION FOR A JUNKYARD CONDITIONAL USE PERMIT – MSB 17.60

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

Required Attachments:

_____ \$1,500 application fee

_____ Site plan as detailed on Page 2

_____ Narrative with operational details and all information required on Pages 1 and 2

_____ Hazardous Material Plan

Subject Property:

MSB Tax Account ID#(s): _____

Street Address: _____

Facility/Business Name: _____

Name of Property Owner

Name of Agent / Contact for application

Mailing: _____

Mailing: _____

Phone: Cell _____

Phone: Cell _____

Wk _____ Hm _____

Wk _____ Hm _____

E-mail: _____

E-mail: _____

In order to grant a conditional use permit under MSB 17.60, 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. Does the conditional use fulfill all other requirements of MSB Chapter 17.60 pertaining to the conditional use in this section?	

Supplemental Information – Explain in Detail	Attached
1. Number of employees proposed to work on largest work shift	
2. Hours of operation	
3. Noise mitigation measures	
4. How will contaminated materials be handled and disposed of at this site?	
5. Total square footage or acreage of this property	
6. Total square footage or acreage for this use on this site	
7. Are there other existing or proposed uses on this site or will this operation be the sole use of the property? <i>If there are other uses on this property, provide a description.</i>	
8. Use(s) of any proposed building(s) associated with this operation	
9. Copy of Hazardous Material Plan for the operation	
10. Type of equipment to be used at this site	
11. What type of containment systems will be in place at this site?	
12. What type of non-permeable surface will be in place at this site?	
13. What will be the daily traffic generation for this use?	
14. Attach a written description of the buffering that will be provided at this site to meet the standards in 17.60.110. <i>This may include conventional solid wood or metal fencing; evergreen or other natural planting sufficient to provide year-round screening; and earthen berm or topography.</i>	

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 this 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. Location of the use or uses to be made of the development	
4. Location of other uses on the site	
5. Signage – Existing and Proposed	
6. Location and dimensions for all access points to and from the site to public rights-of-way or public access easements	
7. Buffering – Fences, trees, topography or berms	
8. Drainage	
9. Vehicular and pedestrian circulation patterns	

10. Exterior site lighting	
11. Location and dimensions of parking areas to be provided	
12. Location of other uses on the site	
13. Scale and north arrow	

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

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

MSB Tax parcel ID #(s) _____ and, I hereby apply for approval a junkyard 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 17.60 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
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Signature: Agent	Printed Name	Date
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