



MATANUSKA-SUSITNA BOROUGH

Land and Resource Management Division

350 East Dahlia Avenue • Palmer, AK 99645

Phone (907) 861-7869 • Fax (907) 861-8635

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APPLICATION FOR EARTH MATERIAL EXTRACTION AT AN EXISTING MATERIAL SITE

The application fee of 10% of the cost of the desired volume of material not to exceed \$500.00 (non-refundable) for an Earth Material Extraction permit **MUST** accompany this application. Earth materials cost \$3.00/cubic yard unless otherwise negotiated. Applicants must also pay additional costs of required mailings and advertising if the value of the material exceeds \$25,000 or the extraction will take longer than one year. Applicants will be provided notice of charges due. Applicants are encouraged to schedule a pre-application meeting with MSB Land & Resources Management Division before completing the application. Submit the application to the MSB Community Development Department.

Incomplete applications will not be processed. Please explain any omissions and use additional pages where appropriate. The information requested in this form is required. Attach additional pages as needed.

1. GENERAL INFORMATION

Individual completing application: _____ Phone# _____

Mailing address: _____

E-mail address: _____

IF OTHER INDIVIDUAL(S) OR BUSINESS(ES) WILL BE A PARTY TO THIS APPLICATION, INDICATE BELOW.
ATTACH ADDITIONAL PAGES AS NEEDED:

A. Name: _____ Phone# _____

Mailing address: _____

Relation to other applicant(s): _____

B. Business name: _____

Mailing address: _____

Primary Contact: _____ Title: _____ Phone# _____

For MSB Staff Use:

TAX MAP# _____ MSB TAX PARCEL ID# _____

T _____, R _____, S _____, M _____ MSB File# _____

2. TYPE OF ORGANIZATION (CHECK ONE)

- Individuals _____
- Business Corporation _____
- General Partnership _____
- Non-profit Corporation _____
- Limited Partnership _____
- Non-profit Association _____
- Other _____

If non-profit, has IRS Tax Exempt Status been obtained? Yes No (If yes, attach a letter of determination.)

Note: Please submit, as appropriate, the following items with this application:

- Current Alaska business license
- Current Matanuska-Susitna Borough business license
- Designation of signatory authority to act for the organization or other individuals
- Charter/By-laws for non-profits

Please attach a copy of your Certificate of Insurance for each of the following: Liability Insurance, Auto Insurance, and Workman’s Compensation Insurance.

3. LEGAL DESCRIPTION OF OPERATING AREA

Township: _____ Range: _____ Section(s): _____ Meridian: _____

Tax# _____ MSB Map# _____ Plat# _____ Recording District _____

4. PLANS & MAPS (Note that some codes require surveys and drawings prepared by certified professionals)

Plans & Maps must provide all information required by the code regulating the subject development. Submit a plan that, at a minimum, details the following information. Attach a site plan map for this information:

- detailed description of extraction methods;
- areas to be mined
- areas not to be mined
- all existing and proposed buildings and structures;
- transportation plan describing how vehicles and traffic will be managed to maintain high safety conditions, eliminate any schools bus conflicts, and mitigate road maintenance impacts.
- proposed performance dates

5. PROJECT INFORMATION

Describe proposal briefly. Attach narrative for further description: _____

Describe any structures, equipment, and facilities you propose to place on the site: _____

Other Permits:

It is the responsibility of the owner and applicant to identify and comply with all applicable private restrictions such as covenants, and plat notes, as well as all local, state and federal regulations applicable to this development and to obtain all necessary authorizations and permits. Any commercial use requires State and Borough Business licenses. City business licenses may also be required.

The applicant has determined the following authorizations or permits are required for this project:

Permit Name/# _____ Applied for, issued

Permit Name/# _____ Applied for, issued

Do you intend to store fuel or other petroleum products on the site?: Yes No

List the number of employees and/or names of contractors (and subs) that will be working on the site: _____

Estimated Starting Date: _____ Estimated Completion Date: _____

Proposed hours of operations: _____

Material type and total volume to be extracted: _____, _____ cubic yards or tons (circle one).

6. FINANCIAL /JOB HISTORY / OTHER INFORMATION

Has applicant previously purchased or leased borough owned land or resources? Yes No

If YES, provide legal description, type of purchase or lease, and status. _____

You may be required to spend funds for the following:

- Yes No Performance Bond
- Yes No Damage deposit
- Yes No General Liability insurance
- Yes No Environmental Pollution Liability insurance
- Yes No Worker's compensation insurance
- Yes No Remote site inspection costs
- Yes No Any federal, state and local permits required
- Yes No Maintenance costs (present or future)

Has the applicant or affiliated entity, ever filed a petition for bankruptcy, been adjudged bankrupt or made an assignment for the benefit of creditors? Yes No

If YES, explain, including dates: _____

Is applicant, or affiliated entity, in default on any obligation to, or subject to any unsatisfied judgment or lien with the borough? Yes No

If YES, explain: _____

Applicant acknowledges having received a copy of the Matanuska-Susitna Borough Privacy Policy notice required by Title V of the Gramm-Leach-Bliley Act. Yes No

APPLICANT/BIDDER QUALIFICATION STATEMENT

COMPLETE THE FOLLOWING APPLICANT/BIDDER QUALIFICATION STATEMENT FOR EACH INDIVIDUAL APPLICANT OR ORGANIZATION. ATTACH ADDITIONAL STATEMENT IF NEEDED.

I _____,
(Individual name)

I _____,
or (Individual name)

I _____ On Behalf of _____ ,
(Representative's name) (Organization's name)

do hereby swear and affirm for myself as applicant/bidder or as representative for the organization noted above that:

- I am a legally competent person under the laws of Alaska; and
- I have not failed to pay a deposit or payment due the Borough in relation to Borough-owned real property in the previous five (5) years; and
- I am not currently in breach or default on any contract or lease for real property transactions in which the Borough has an interest; and
- I have not failed to perform under a contract or lease involving borough-owned real property in the previous five (5) years and the borough has not acted to terminate the contract or lease or to initiate legal action, and
- I have not failed to perform under or is not in default of a contract with the Borough; and
- I am not delinquent in any tax payment to the Borough; and
- I understand that other rules such as local, state and federal regulations may also be applicable and other permits may be required, and that it is the responsibility of the owner and operator to identify and comply with all applicable rules, and
- I further understand that the Borough may impose additional conditions and safeguards designed to protect the public's health, safety, and welfare and to ensure the compatibility of the extraction with other lawful uses.

I HEREBY CERTIFY THAT THE INFORMATION CONTAINED HEREIN IS TRUE TO THE BEST OF MY KNOWLEDGE.

Applicant Signature Date

Applicant Signature Date

Print Name

Print Name

MSB ACCEPTANCE BY:

Community Development Director Date