



# 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

www.matsugov.us

### MULTIFAMILY DEVELOPMENT APPLICATION – MSB 17.73

*Carefully read instruction and applicable borough code. Fill out forms completely. Attach information as needed. Incomplete application will not be processed.*

#### Required Attachments:

- \_\_\_\_\_ \$500 application fee, plus \$25 for each additional unit beyond five
- \_\_\_\_\_ Certified Site Plan (the landscape and drainage plans may be included as part of the certified site plan)
- \_\_\_\_\_ Drainage Plan – as defined in 17.125
- \_\_\_\_\_ Landscape Plan – 17.73.190
- \_\_\_\_\_ Fire and Life Safety Plan (applicable for four-plex and above) – 17.73.100
- \_\_\_\_\_ Driveway Permit
- \_\_\_\_\_ ADEC Domestic Wastewater System Plan Review – 17.73.095

#### Subject Property:

MSB Tax Account #: \_\_\_\_\_

Street Address: \_\_\_\_\_

Subdivision Name: \_\_\_\_\_

#### Name of Property Owner

#### Name of Agent / Contact for application

\_\_\_\_\_

\_\_\_\_\_

Mailing: \_\_\_\_\_

Mailing: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone: Hm \_\_\_\_\_ Fax \_\_\_\_\_

Phone: Hm \_\_\_\_\_ Fax \_\_\_\_\_

Work \_\_\_\_\_ Cell \_\_\_\_\_

Work \_\_\_\_\_ Cell \_\_\_\_\_

E-mail \_\_\_\_\_

E-mail \_\_\_\_\_

Is this property located within the Core Area? \_\_\_\_\_ Yes \_\_\_\_\_ No

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**This permit applies to:**

- Residential development constructed at a density greater than two (2) dwelling units per 40,000 square feet of lot size.
- Any development exceeding six (6) dwelling units, regardless of size.
- Substandard dwellings constructed at a density equal to or greater than one dwelling per 40,000 square feet of lot area.
- Substandard dwellings exceeding two dwellings regardless of lot size.

**Maximum Density Ceilings:**

- **Core Area:** 18 units per 40,000 square feet
  - **Non-Core Area:** 12 units per 40,000 square feet
  - **Substandard Dwellings:** One (1) substandard dwelling per 40,000 square feet (Density calculated at 0.000025 multiplied by the lot area); or two (2) substandard dwellings, regardless of lot size.
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<b>CERTIFIED SITE PLAN</b>	
<ul style="list-style-type: none"><li>○ Sealed by an architect, professional engineer or land surveyor, authorized to engage in that profession by the state of Alaska.</li><li>○ Drawn to a scale of 1 inch equals 50 feet (or less).</li></ul>	<b>Attached?</b>
Dimensions and locations of all existing and proposed development on the site.	
Setback distances from property lines and rights-of-way to the structure and interior setback distances between structures	
Hard-wired smoke and carbon monoxide detector information	
Identify all multifamily buildings	
Paths/Walkways (including widths)	
Unattached accessory buildings	
Garages, attached or unattached	
Development Access, primary and secondary (if applicable)	
Private Access Drives	
Parking	
Lighting	
Landscaping	
Fencing/Walls	
Service Areas	
Drainage	
Waterbodies	

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**STRUCTURES**

Number of existing units: \_\_\_\_\_ Number of proposed units: \_\_\_\_\_

Total number of units: \_\_\_\_\_

Description of other non-habitable (existing and proposed) structures on the property:  
\_\_\_\_\_  
\_\_\_\_\_

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**LOT SIZE AND COVERAGE – 17.73.130(A)(1)**

Lot Size: \_\_\_\_\_ square feet

Total area of lot occupied by impervious surface: \_\_\_\_\_ square feet  
*(Impervious surface: building footprints, driveways, walkways, parking, or any surface where water does not penetrate. No more than 60 percent of the lot may be occupied by impervious surface areas).*

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**AMERICANS WITH DISABILITIES ACT (ADA) REQUIREMENTS – 17.73.130(A)(5)**

Initials	The proposed multifamily development complies with all applicable ADA and Fair Housing Act requirements.
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**ACCESS ROADS – 17.73.150**

Name of road providing primary access to multifamily development: \_\_\_\_\_

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**PARKING – 17.73.150(F)**

Provide the total number of dwelling units (including proposed) and types:

Type of Unit:	Number of Units:
Efficiency Units	
One to Two- Bedroom Units	
Three or More Bedroom Units	

Total number of parking spaces *(existing and proposed combined)*: \_\_\_\_\_

Number of ADA barrier free parking spaces to be provided: \_\_\_\_\_

*Standard parking spaces shall be 20 feet in length, 10 feet in width, and have a vertical clearance of at least seven feet. Barrier-free (ADA) spaces shall be 20 feet in length. Their width may be designed as 11 feet wide with a 5-foot wide access aisle or 8 feet wide with an 8-foot wide access aisle. Their vertical clearance shall be at least 8 feet in height.*

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**LIGHTING – 17.73.170**

Height of parking lot lights above the ground: \_\_\_\_\_

Type of parking lot lights: \_\_\_\_\_

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**PEDESTRIAN CIRCULATION – 17.73.180**

Width of pedestrian path(s): \_\_\_\_\_

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**PERIMETER FENCES AND WALLS – 17.73.190(B)(4) (optional)**

Type of construction material: \_\_\_\_\_ Height: \_\_\_\_\_

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**SERVICE AREA SCREENING – 17.73.200**

Type of screening material: \_\_\_\_\_ Height: \_\_\_\_\_

How will trash containers be secured from the effects of wind: \_\_\_\_\_

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**OWNER'S STATEMENT:**

I am owner of the following property:

MSB Tax account ID #(s) \_\_\_\_\_ and, I hereby apply for approval of a multifamily development permit on that property as described in this application.

I understand all activity must be conducted in compliance with all applicable standards of 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 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.

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Signature: Property Owner	Printed Name	Date
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Signature: Agent	Printed Name	Date
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