



Fairbanks North Star Borough
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PERSONAL USE GRAVEL EXTRACTION LICENSE APPLICATION

APPLICANT INFORMATION

Name and mailing address of <u>APPLICANT</u> : Name: _____ Address: _____ _____ _____ Business/Agency Name (if applicable) _____ Telephone: () _____ Fax No.: () _____ Email: _____	Name and mailing address of the <u>AUTHORIZED SIGNER</u> : <i>(If different from applicant)</i> Name: _____ Address: _____ _____ _____ Incorporated? Yes <input type="checkbox"/> No <input type="checkbox"/> Where? _____ When? _____ AK Business License No. _____ Taxpayer I.D. #: _____
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PREMISES, TERM, AND REQUESTED USES	
Premises: Description of property requested. <i>(If a block and lot number do not exist, attach a drawing showing the location and all applicable dimensions)</i> Block/Lot: _____ Subd: _____ Tax Lot: _____ Sec: _____ T: _____ R: _____ Term Requested: _____ Desired Begin Date: _____	For what purpose do you plan to use the property? List all specific uses planned (road work, building pad, landscaping, clean fill ...) _____ _____ _____

MATERIAL EXTRACTION	
Do you plan to disturb the premises? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, attach a site plan drawn to scale showing all dimensions. Include type of material, access plan, and reclamation plan. Describe purpose of extraction (example): _____ _____	
Estimated total volume of proposed material extraction when completed: _____ <u>Cubic Yards</u> Proposed extraction dates: Beginning: _____ Ending: _____ Source of Funding: Grant: <input type="checkbox"/> Other: <input type="checkbox"/>	

BEFORE SUBMITTING THIS APPLICATION, HAVE YOU:	
Provided all required documentation? <input type="checkbox"/> Attached a site plan? <input type="checkbox"/> Attached an application fee? <input type="checkbox"/> Signed application? <input type="checkbox"/>	Signature: _____ Print Name: _____ Title: _____ Date: _____
Note: The Borough reserves the right to return incomplete applications or require additional information.	

FOR OFFICE USE ONLY	
New File No.: UA _____ Acknowledgement Date: _____	Date entered into IssueTrack: _____ Initials: _____ By: Email <input type="checkbox"/> Letter <input type="checkbox"/>

INFORMATION FOR APPLICANTS

1. **“GRAVEL EXTRACTION LICENSE”** means a temporary authorization to persons for the removal of up to 2,000 cubic yards of natural aggregate from Borough lands for personal use purposes. **(25.10.050(A) Borough Code of Ordinances)**
2. **Public Notice:** If the borough (FNSB) determines that the proposed use may substantially affect the surrounding area, then the borough shall publish notice of the proposed use. The notice shall include a description of the proposed use, and notice of a two-week period during which the public comment on the proposed use will be accepted. If the borough receives substantial public comment adverse to the proposed use, then before issuing the license the borough shall hold a public hearing on the proposed use before granting the Gravel extraction License. **(25.10.050(B) Borough Code of Ordinances)** FNSB is subject to the Alaska Public Records Act, **AS 40.25** et seq. and this document may be subject to public disclosure under state law.
3. **Fees:** The applicant shall pay to the borough the Gravel Extraction License fee as required by the approved User Fee Schedule for the current fiscal year. Fees may be waived for a public agency. **(25.10.050(C), Borough Code of Ordinances)**
4. **Bond:** If the borough determines that the use may cause damage to the borough land then the borough shall require the applicant to post a bond with the borough to ensure that the applicant restores the land to reasonably the same condition as it was in at the time the license was executed. The bond will not be released until the user has complied with all conditions of the license. **(25.10.050(D) Borough Code of Ordinances)**
5. **Reclamation Plan:** A detailed plan of reclamation rehabilitating Borough Land to restore conditions to as they were at the time of license execution is required.
6. **Insurance Requirements:** The licensee may be required, at their expense, to obtain, maintain, and keep in force throughout the term of the license adequate and appropriate liability insurance coverage protecting both the Borough and the licensee on an occurrence policy form covering all operations by or on behalf of the licensee with combined single limits not less than \$1,000,000 each occurrence or such higher limits as the borough reasonably finds necessary to provide for the risks posed by the licensee’s use of the premises.
7. **Length of Term:** The time of a Gravel Extraction License is the minimum needed for the extraction process as negotiated with the Applicant and at the discretion of the Borough. Seasonal considerations may influence the requirements of the license.
8. **Access Plan:** A detailed plan providing for access to and from the Borough Land may be required.
9. **Site Plans:** A site plan may be requested depending on the activities applied for. If required, a site plan must show all proposed improvements with distances to lot lines and existing structures; location of all utilities; and a drainage plan that includes elevations, grades and size of drainage structures and appurtenances.
10. **Construction Plans/Engineered Drawings:** Detailed plans and drawings may be requested depending on the complexity of the proposed activities.
11. **Environmental:** Corps of Engineers Approval under the Clean Water Act (Public Law 95-217) for earth disturbing activities on some Borough-owned land may require a “Wetlands Permit”. For information contact: Alaska District, Corps of Engineers, Regulatory Branch, 3437 Airport Way, Suite 206, Fairbanks AK 99709; telephone number 474-2166. National Pollution Discharge Elimination System Permit (NPDES): Coverage under a NPDES permit is required for construction activities affecting an acre or more. Contractors are required to file a Notice of Intent (NOI) for coverage under the NPDES Multi-Sector General Permit; and prepare and implement a Storm Water Pollution Prevention Plan (SWWPPP) for their facility, if applicable.
12. **Hazardous Material:** The licensee shall not cause or permit any hazardous material or waste to be brought upon, kept or used in or about the premises.
13. **Other Permits/Authorizations:** It is the responsibility of the applicant to obtain any other required permits or authorizations from local, state and federal agencies as may applicable to the use and purpose of this request