



STATE OF ALASKA

DEPARTMENT OF NATURAL RESOURCES

Division of Oil and Gas



State Pipeline Coordinator's Section
550 W. 7th Avenue, Suite 1100
Anchorage, AK 99501
(907) 269-8800
DNR.PCO.Records@alaska.gov

The Department of Natural Resources (DNR), Division of Oil and Gas (DOG), State Pipeline Coordinator's Section (SPCS) is responsible for issuing permits applicable to AS 38.35 pipelines. The following text describes information that is required to be filled out by applicants for your application to be considered complete.

Land Use Permits:

- authorize the temporary use of state land or resources;
- can be issued for up to five years;
- do not convey any interest in state land;
- are revocable with or without cause;
- are not transferable; and
- do not constitute waiver of any other state, federal, or local laws.

Complete Land Use Permit Application Packages include the following documents:

- A Land Use Permit application form completed and signed by the applicant;
- A completed Supplemental Questionnaire for Use of State-Owned Uplands if the use or activity includes use of state-owned uplands - **including a Site Development Diagram**;
- A completed Supplemental Questionnaire for Off-Road Travel if the use or activity includes travel by or with means that exceed those that are generally allowed; and/or
- A completed Supplemental Questionnaire for Use of State-Owned Waters (Shorelands, Tidelands, and Submerged Lands) if the use or activity includes uses on tide and submerged lands below the mean high tide line in marine environments or uses on state-owned shorelands below the ordinary high-water line in freshwater environments - **including a Site Development Diagram**.
- A Site Development Diagram showing each item labeled so that it corresponds with your description in the Land Use Permit and/or Questionnaire. The Site Development Diagram must include:
 - **Location** – Section, Township, and Range lines; North arrow; scale; title; and include a legend (these items may be attached if necessary).
 - **Boundaries** – Boundaries and dimensions of proposed area of use and their relation to geographic features, including water bodies, and existing trails or rights-of-way.
 - **Structures and Storage** – Location and dimensions of buildings, tent platforms, out-buildings and other improvements, and of equipment parking and storage areas, including snow storage areas.
 - **Hazardous Substances** – Location and dimensions of storage facilities for hazardous substances, including but not limited to oil, lubricants, fuel oil, gasoline, solvents, and diesel fuel. Include method and dimensions of storage (tank, drum, etc.).

Other items that must accompany the application package include:

- **Map** – a topographic map or aerial photo of sufficient scale to show the location of the proposed activity.
- **Other Miscellaneous Items:** Items specifically identified and required in any of the supplemental questionnaires.

Completed Land Use Permit Applications must be submitted electronically to the email address below or mailed to the following office:

State Pipeline Coordinator's Section
550 W. 7th Avenue, Suite 1100
Anchorage, AK 99501
DNR.PCO.Records@alaska.gov
(907) 269-8800

Statewide TTY – 771 for Alaska Relay or 1-800-770-8973

Prior to issuance of a permit, an applicant is required to submit one or more of the following:

- **Use Fees** – The use fee depends on the type of activity, length of use and the acreage authorized for use. Fees will be applied as set out in 11 AAC 005.
- **Survey and Location** – Surveys are generally not required for land use permits. Many authorizations require a Global Positioning System (GPS) to determine the location of the project. If we determine a survey is required, we will contact you.

ONLY COMPLETE APPLICATIONS WILL BE ACCEPTED

**STATE OF ALASKA DEPARTMENT OF NATURAL RESOURCES
Division of Oil and Gas
State Pipeline Coordinator's Section**

LAND USE PERMIT APPLICATION

AS 38.05.850

Applicants must complete all sections of this application. In addition, applicants proposing:

- the use of the uplands must also complete the Supplemental Questionnaire for Use of State-Owned Uplands;
- off-road travel must also complete the Supplemental Questionnaire for Off-Road Travel; and/or
- the use of shorelands, tidelands, and submerged lands must also complete the Supplemental Questionnaire for Use of State-Owned Waters.

Other items that must accompany the completed application are:

- a topographic map or aerial photo showing the location of the proposed activity;
- additional items identified and required in any supplemental questionnaire(s) to this application; and
- additional pages if more space is necessary to answer the questions completely.

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LAS # _____
(Applicant please provide if known)

Applicant Information:

Name: _____

Contact Person: _____

Mailing Address: _____

Work Phone: _____

Cell Phone: _____

Email Address: _____

If you are applying for a corporation, give the following information. If this information has already been provided to the State Pipeline Coordinator's Section, please note that.

Name, address and place of incorporation:

Is the corporation qualified to do business in Alaska? Yes No

If yes, provide name, address and phone number of the resident agent:

Duration of Project: The proposed activity will require the use of state land for: **(Check one)**

A single term of less than one year. **Beginning month:** _____ **Ending month:** _____

A multi year term for up to 5 years. **Beginning year:** _____ **Ending year:** _____

If multi year and seasonal, mark months of use in each year.

Jan, Feb, Mar, Apr, May, Jun, Jul, Aug, Sept, Oct, Nov, Dec

Project Location:

Latitude/Longitude or UTM: _____ or

Section: _____ **Township:** _____ **Range:** _____ **Meridian:** _____

Section: _____ **Township:** _____ **Range:** _____ **Meridian:** _____

Proposed project will require the use of up to _____ acres.

(Use the box below for additional sections, or to list all sections, or add additional sheets to list all sections that apply.)

LAS #: _____

Project Description: Describe in detail your intended use of state land. (State land also includes all tide and submerged lands beneath coastal waters and all shorelands beneath other navigable waterbodies of the state.) Discuss development and activities. (Attach additional pages as necessary.)

Should a portion of the permitted area be closed to the general public? **Yes** **No** .

If yes, explain which portion and provide justification for exclusive use.

Site Description: Briefly describe the current condition of the proposed site of use, noting any trash, garbage, debris or signs of possible site contamination. (If significant, we recommend you provide pictures to establish initial conditions.)

Are there improvements or materials on the site now? **Yes** **No** **If yes**, briefly describe the improvements, their approximate value, and who owns them. (We recommend you provide pictures of improvements.)

Describe the natural vegetation – ground cover, trees, shrubs – and any proposed changes. Describe the location of any estuarine, riparian, or wetlands and any noticeable animal use of area.

Site Access: Describe how you plan to access the site, and your mode of transportation.

If your access is by aircraft, specify the type and size of aircraft:

To access the site, the aircraft is equipped with **floats** **wheels** **skis** .

Number of people:

1. Indicate the number of employees and supervisors who will be working on the site. _____
2. Indicate the number of persons who will be using the site per year or season. _____
3. Indicate the number of days the site will be used per year or season. _____

LAS #: _____

Environmental Risk / Hazardous Substances: In the course of your proposed activity will you generate, use, store, transport, dispose of, or otherwise come in contact with toxic and/or hazardous materials, and/or hydrocarbons?

Yes No . If yes, please describe:

The types and volumes of fuel or other hazardous substances present or proposed:

The specific storage location(s):

The spill plan and prevention methods:

If you plan to use either above or below ground storage containers (like tanks, drums, or other containers) for hazardous material storage, answer the following questions for each container:

Where will the container be located?

What will be stored in the container?

What will be the container's size in gallons? _____

LAS #: _____

