

# RURAL MINING DISTRICT PERMIT APPLICATION

|                |                              |                    |               |
|----------------|------------------------------|--------------------|---------------|
| Project Number | Project Name (15 characters) | Case Number<br>MSM | Date Received |
|----------------|------------------------------|--------------------|---------------|

**LOCATION OF PROPOSED MINE:**

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**WILL THE PROPOSED MINING ACTIVITIES HAVE IMPACTS ON THE MINING AND EXPLORATION EXCLUSION DISTRICT?**     Yes     No

**IMPACTS:**

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**DESCRIPTION OF ACTIVITY WHICH REQUIRES A MINING PERMIT:**

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**PREVIOUS EXPLORATION NOTICES AND/OR MINING PERMITS?**     Yes     No

Previous Case Number(s), if known: \_\_\_\_\_

**UNIQUE CHARACTERISTICS OF LAND OR BUILDING(S):**

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**WHAT IS THE TOTAL AREA TO BE DISTURBED?** \_\_\_\_\_ **acres**

**HAS A FINANCIAL WARRANTY BEEN ESTABLISHED?**     Yes     No

**AMOUNT \$** \_\_\_\_\_ **WARRANTY HOLDER** \_\_\_\_\_

**CONTACT INFORMATION OF WARRANTY HOLDER:** \_\_\_\_\_

For more information regarding the permitting process and the submittals required for a complete application, please see the reverse side.

If you need any assistance filling out this form, please contact the Permit Center at 586-0770.

**RURAL MINING DISTRICT PERMIT FEE**

|                        | Fees            | Check No. | Receipt | Date  |
|------------------------|-----------------|-----------|---------|-------|
| Application Fees       | \$ _____        | _____     | _____   | _____ |
| Adjustment             | \$ _____        | _____     | _____   | _____ |
| Pub. Not. Sign Fee     | \$ _____        | _____     | _____   | _____ |
| Pub. Not. Sign Deposit | \$ _____        | _____     | _____   | _____ |
| <b>Total Fee</b>       | <b>\$ _____</b> | _____     | _____   | _____ |

**NOTE: MUST BE ACCOMPANIED BY DEVELOPMENT PERMIT APPLICATION FORM**

TO BE COMPLETED BY THE APPLICANT

## **Rural Mining District Permit Application Instructions**

Applications for mines within the Rural Mining District are reviewed in accordance with the Allowable Use permit procedure by the Planning Commission at a public hearing. The permit procedure is intended to provide the Commission the flexibility necessary to make decisions tailored to individual applications and not duplicate reviews done by other state agencies, federal agencies, or both. The Commission may stipulate conditions pursuant to CBJ49.15.320(f)(1)-(8) and that relate to traffic, lighting, safety, noise, dust, visual screening, surface subsidence, avalanches, landslides, and erosion. If it is determined that these impacts cannot be satisfactorily overcome, the permit shall be denied.

**Pre-Application Conference:** A pre-application conference is required prior to submitting an application. The applicant will meet with City & Borough of Juneau and Agency staff to discuss the proposed development, the permit procedure and to determine the application fees. To schedule a pre-application conference, please contact the Permit Center at 586-0770 or via e-mail at [Permits@ci.juneau.ak.us](mailto:Permits@ci.juneau.ak.us).

**Application:** An application for a Rural Mining District Permit will not be accepted by the Community Development Department until it is determined to be complete. The items needed for a complete application are:

**Forms:** A completed Rural Mining District Permit Application and Development Permit Application form. The "land owner or lessee consent" signature is mandatory for all landowners on the Development Permit Application form.

**Fees:** The fee for a Rural Mining District Permit is dependent upon class of the proposed use, which is determined by the square feet of building space or the disturbed area of land. The Land Use fees for rural mines generally range from \$1,200 to \$3,600. Any development, work or use done without a permit issued will be subject to double fees. All fees are subject to change.

**Project Description:** A detailed letter or narrative describing the project.

**Plans:** All plans are to be drawn to scale and clearly show the items listed below:

- A. Site plan, floor plan and elevation views of existing and proposed structures;
- B. Existing and proposed parking areas, including dimensions of the spaces, aisle width and driveway entrances;
- C. Proposed traffic circulation within the site including access/egress points and traffic control devices;
- D. Existing and proposed lighting (including cut sheets for each type of lighting);
- E. Existing and proposed vegetation with location, area, height and type of plantings;
- F. Existing physical features of the site (i.e. drainage, eagle trees, hazard areas, salmon streams, wetlands, etc.); and
- G. Copies of any permits, notices of intent, or operating plans filed with any federal or state agency.

**Supporting Documentation:** The following items may be included with the application as supporting documentation, but are not required for this review of a Rural Mining District Permit application:

- A. A socioeconomic impact assessment; and
- B. Copies of studies evaluating the impacts of the proposed mine (i.e. Environmental Impact Statements, etc.).

**Document Format:** All information that is submitted as part of an application shall be submitted in either of the following formats:

- A. Electronic copies may be submitted by CD, DVD or E-mail in the following formats: .doc, .txt, .xls, .bmp, .pdf, .jpg, .gif, .xlm, .rtf or other formats pre-approved by the Community Development Department.
- B. Paper copies may not be larger than 11" X 17" (Unless a larger paper size is preapproved by the Community Development Department).

**Please consult with the Community Development Department to discuss whether additional information may be required for your application. The "Planner-On-Call" can be reached by contacting the Permit Center at 586-0770 or via e-mail at [Permits@ci.juneau.ak.us](mailto:Permits@ci.juneau.ak.us).**

**Application Review & Hearing Procedure:** Once the application is determined to be complete, the Community Development Department will initiate the review and scheduling of the application. This process includes:

**Review:** As part of the review process the Community Development Department will evaluate the application for consistency with all applicable City & Borough of Juneau codes and adopted plans. Depending on unique characteristics of the permit request the application may be required to be reviewed by other municipal boards and committees. During this review period, the Community Development Department also sends all applications out for a 15-day agency review period. Review comments may require the applicant to provide additional information, clarification, or submit modifications/alterations for the proposed project.

**Hearing:** All Allowable Use Permit Applications must be reviewed by the Planning Commission. Once an application has been deemed complete and has been reviewed by all applicable parties the Community Development Department will schedule the requested permit for the next appropriate meeting.

**Public Notice Responsibilities:** As part of the Allowable Use permitting process, all permit requests must be given proper public notice, which consists of the following:

**Community Development Department:** Will give notice of the pending Planning Commission meeting and its agenda in the local newspaper a minimum of 10-days prior to the meeting. Furthermore, the Department will mail abutters notices to all property owners within 500-feet of the project site.

**Applicant:** Will post a sign on the site at least 14-days prior to the meeting. The sign shall be visible from a public right-of-way or where determined appropriate by the Department. Signs may be produced by the Community Development Department for a preparation fee of \$50, and a \$100 deposit that will be refunded in full if the sign is returned by 4:30 p.m. on the Monday following the scheduled hearing date. If the sign is returned later than the Monday after the Planning Commission meeting, but within two weeks of the meeting, \$50.00 may be refunded. The applicant may make and erect their own sign. Please speak with the Community Development Department for more information.

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**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**