



# Fairbanks North Star Borough

Mayor's Office  
Natural Resources Development

Phone: (907) 459-1241  
Email: [land@fnsb.gov](mailto:land@fnsb.gov)

Revised August 2023

## PERSONAL USE EXTRACTION LICENSE APPLICATION

Page 1 of 2

Applicant Name(s): \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Email Address: \_\_\_\_\_

Extraction Type: Sand Gravel Timber For Timber, which type: Birch Spruce Aspen

For Sand/Gravel, number of cubic yards: \_\_\_\_\_ For Timber, number of board feet: \_\_\_\_\_

For Timber, average Diameter Breast Height (DBH): \_\_\_\_\_

**\*All Applicants must provide a map of the requested harvest area, including access to the site, if located in a non-designated harvest area. All Timber Applicants must also include a table showing all trees requested for harvest, including DBH for each tree and their GPS location. Each tree must be flagged. A revised map or additional information may be required.**

Harvest Term Requested: Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Extraction Location: \_\_\_\_\_

PAN(s): \_\_\_\_\_ Lot(s): \_\_\_\_\_ Block(s): \_\_\_\_\_ Subdivision: \_\_\_\_\_

Section(s): \_\_\_\_\_ Township: \_\_\_\_\_ Range: \_\_\_\_\_

Is there existing access to the site? Yes No If yes, explain access route and mode of transportation: \_\_\_\_\_

If there is no existing access, explain method to gain access and mode of transportation: \_\_\_\_\_

Explain the extraction method, include types of hand tools, machinery and equipment: \_\_\_\_\_

**Before submitting this application have you provided all required documentation? 1. A site map 2. DBH measurements 3. GPS coordinates 4. Signed the application 5. Paid the fees.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### FEE SUMMARY

Sand/Gravel: \$3.50 per Cu Yd in Place \* Max 2,000 cu yd

Timber Application Fee = 10% of Appraised Value

Timer Sale Fee = Fair Market Value \* Max 10,000 bd ft

### \*\*Office Use Only\*\*

PAN(s): \_\_\_\_\_

New File No. PEL: \_\_\_\_\_

## INFORMATION FOR PERSONAL EXTRACTION APPLICANTS

1. **Personal Extraction License:** The Mayor may grant to a person an extraction license that allows a person to extract a maximum of 2,000 cubic yards of Borough sand or gravel per year or a maximum of 10,000 board feet of Borough greenwood timber per year. An extraction license does not convey an interest in land. ***(FNSBC 20.16.040(A))***
2. **Public Notice:** If the Mayor determines an extraction license may substantially affect the surrounding area then the Mayor 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 public comment on the proposed use will be accepted by the Mayor. If the Mayor receives substantial public comment adverse to the proposed use then before issuing the license the Mayor shall hold a public hearing on the proposed use. ***(FNSBC 20.16.040(B))***
3. **Fees:** Sand and gravel licenses are subject to \$3.50 per cubic yard fee. Timber applications are subject to 10% of the appraised value of timber, plus a sale fee of Fair Market Value of the timber. ***(Borough User Fee Schedule and FNSBC 20.16.040(C))***
4. **Bond:** If the Mayor determines an extraction license may cause damage to the Borough land then the Mayor shall require the applicant to post a bond with the Borough to ensure that the applicant restores the land to reasonably the same condition it was in at the time the license was executed. The Mayor shall not release the bond until the licensee has complied with all conditions of the license. ***(FNSBC 20.16.040(D))***
5. **Inspection and Revocation:** The Mayor may inspect the Borough land at any time to ensure compliance with license conditions. The Mayor may, for cause and without notice to the licensee, immediately revoke an extraction license. A user of Borough resources whose extraction license has been revoked shall within a reasonable time restore the land to reasonably the same condition it was in at the time the license was executed. ***(FNSBC 20.16.040(E))***
6. **Hazardous Material:** It is the responsibility of the applicant to adhere to applicable laws and regulations concerning the acquisition, use, storage and labeling and disposal and reporting of any and all hazardous material, including petroleum products.
7. **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 be applicable to the use and purpose of this request.