

SUBJECT: A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY REMOVING DRIVEWAY PERMIT DEPOSIT REQUIREMENT TO IMPROVE EFFICIENCY AND STREAMLINE PERMITTING PROCESSES.

AGENDA OF: May 6, 2025

Assembly Action: Approved under the consent agenda 05/06/25 - BJH

AGENDA ACTION REQUESTED: Present to the Assembly for consideration.

Route To	Signatures
Originator	 Recoverable Signature X Jason Ortiz Signed by: Jason Ortiz
Department Director	 Recoverable Signature X Jason Ortiz Signed by: Jason Ortiz
Finance Director	 Recoverable Signature X Cheyenne Heindel Signed by: Cheyenne Heindel
Borough Attorney	X Shannon Bodolay for N S Signed by: Shannon Bodolay
Borough Manager	X Michael Brown Signed by: Mike Brown
Borough Clerk	X Lonnie McKechnie Signed by: Lonnie McKechnie

ATTACHMENT (S): Resolution Serial No. 25-048 (2 pp)

SUMMARY STATEMENT: In 2018, the Assembly implemented a refundable deposit, in addition to the \$50 permit processing fee, for individuals applying for a driveway permit.

This deposit was introduced in response to a growing backlog of permits where applicants failed to request a final inspection. The goal was to incentivize applicants to complete the permit process and reclaim their deposit. However, over time, the effectiveness of this approach has diminished. Many permit holders either do not pursue refunds or fail to complete the final inspection.

Managing these deposits has become increasingly cumbersome and time-consuming for both the public and Borough staff, diverting resources from core services. The administrative burden now outweighs the

limited benefit of the program.

With the implementation of a geographic information-based permit tracking system, Borough right-of-way inspectors can now more efficiently identify unfinished driveway permits while working in the field. This has significantly improved operational efficiency.

Given these improvements, the Planning Department recommends eliminating the driveway deposit requirement to streamline the permitting process and enhance overall efficiency.

RECOMMENDATION OF ADMINISTRATION: Staff respectfully requests approval.