

**STATE OF ALASKA**  
**DEPARTMENT OF NATURAL RESOURCES**  
**Division of Mining, Land and Water**

Northern Region Land Office,  
Fairbanks  
(907) 451-2740

Southcentral Region Land Office,  
Anchorage  
(907) 269-8503

Southeast Region Land Office,  
Juneau  
(907) 465-3400

The Department of Natural Resources, Division of Mining, Land and Water's (DMLW) regional land offices are responsible for managing state land and resources. Certain activities on state land require a land use permit, while other activities are considered "generally allowed" or require other authorizations. Commercial recreation facilities that remain no longer than 14 days in any one site may obtain a commercial recreation permit rather than a land use permit. Additional information and forms are available online or at any Division of Mining, Land and Water regional land office and the Public Information Centers in Anchorage and Fairbanks. 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 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.
- **Filing Fees** - A non-refundable filing fee required by regulation (11 AAC 05.010(5)(B)). See the current Director's Fee Order for applicable fees. Make checks payable to the "State of Alaska".
- **Other Miscellaneous Items:** Items specifically identified and required in any of the supplemental questionnaires.

**Completed Land Use Permit Applications must be submitted electronically to an email address below or mailed to one of the following offices closest to the proposed use or activity on state lands:**

Northern Region Land Office  
3700 Airport Way  
Fairbanks, AK 99709-4699  
(907) 451-2740  
[nro.lands@alaska.gov](mailto:nro.lands@alaska.gov)

Southcentral Region Land Office  
550 West 7<sup>th</sup> Ave, Suite 900C  
Anchorage, AK 99501-3577  
(907) 269-8503  
[dnr.scro.permitting@alaska.gov](mailto:dnr.scro.permitting@alaska.gov)

Southeast Region Land Office  
P. O. Box 111020  
Juneau, AK 99811-1020  
(907) 465-3400  
[sero@alaska.gov](mailto:sero@alaska.gov)

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. See the current Director's Fee Order or contact your regional office for applicable fees.
- **Performance Guaranty (Bond)** - A performance guaranty is held by the state to incentivize performance and to pay for corrective action if the use of state land fails to comply with the requirements of the permit. Acceptable types of performance guaranties include:
  - cash or check made out to the State of Alaska;
  - a Certificate of Deposit (CD) in the state's name; or
  - a corporate surety bond.
- **Insurance** – Proof of insurance to protect you and the state from liabilities incurred through the use of state land.
- **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 Mining, Land and Water**

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

**Other items that must accompany the completed application are:**

- a (non-refundable) application fee; see current Director’s Fee Order or contact your regional office for applicable fees;
- 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.

**Completed Land Use Permit Applications should be submitted electronically or mailed to one of the following offices:**

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3700 Airport Way  
Fairbanks, AK 99709-4699  
(907) 451-2740  
[nro.lands@alaska.gov](mailto:nro.lands@alaska.gov)

Southcentral Region Land Office  
550 West 7<sup>th</sup> Ave, Suite 900C  
Anchorage, AK 99501-3577  
(907) 269-8503  
[dnr.scro.permitting@alaska.gov](mailto:dnr.scro.permitting@alaska.gov)

Southeast Region Land Office  
P. O. Box 111020  
Juneau, AK 99811-1020  
(907) 465-3400  
[sero@alaska.gov](mailto:sero@alaska.gov)

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

**LAS #** 32118

(Applicant please provide if known)

**Applicant Information:**

**Name:** Tim Nelson

**Doing Business As:** Tim's Alaskan Guide Service LLC

**Mailing Address:** PO Box 110  
Chitina, AK 99566

**Email Address:** tim@timsalaskanguideservice.com

**Date of Birth:** ██████████

**Business License #:** 2209407

**EIN:** ██████████

**Contact Person:** Tim Nelson

**Home Phone:** \_\_\_\_\_

**Work Phone:** (907)823-4076

**Cell Phone:** ██████████

**Fax:** \_\_\_\_\_

**LAS #:** 32118

If you are applying for a corporation, give the following information:

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:

Type of User (Select One):  Private non-commercial (personal use)  Commercial Recreation or Tourism

Public Non-profit including Federal, State, Municipal Government Agency  Other commercial or industrial

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: 2026 Ending year: 2030

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: 67.54614, -149.4685(Lower camp) 67.66228, -149.05428 (Upper Camp) \_\_\_\_\_ or

Section: \_\_\_\_\_ Township: \_\_\_\_\_ Range: \_\_\_\_\_ Meridian: \_\_\_\_\_

Section: \_\_\_\_\_ Township: \_\_\_\_\_ Range: \_\_\_\_\_ Meridian: \_\_\_\_\_

Proposed project will require the use of up to <sup>5</sup> \_\_\_\_\_ acres.

(Please add additional sheets for this section as necessary)

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**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.)

This LUP is for two permanent camps located in GMU 24A that are used for commercial guiding.

One is located on Roberts Creek at the mouth of Willow Creek (Upper Camp). This camp has been in use for over 30 years and I would like to continue to use it in the same manner that it has always been used.

The other camp is located downstream on the Bettles River near Big Lake (Lower Camp) currently we only use temporary tent frames at this site. For the next few years I am planning to use this camp more than the upper camp so I would like to add some more permanent structures to the site, including one 12X24 cabin, three 10X12 permanent tent frames, and two pit privies.

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.

The cabin will have gear stored inside so should not be available to the public

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**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.) Both of the sites have been used for many years and are clear of brush, have established trails, and no garbage or contamination.

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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.)

Upper Camp: 2 permanent tent frames, a screen tent for meat, 3 pit privy frames, Hitching rails, 2 high caches for storing tents/gear, 1 low cache for heavy items like wood stoves and anvils, and horse shoes.

Lower Camp: Hitching rails, 1 high cache for storing tents/gear, 1 low cache for heavy items like wood stoves and anvils, and horse shoes. 1 pit privy frame.

Aproximate value \$15,000

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.

The sites consist of moderately wooded river bar with spruce, willow, poplar, dwarf birch, and grassy meadows.

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

Acces to the upper camp is by horse.

Access to the lower camp is by horse or jet boat.

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**  .

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**Number of people:**

1. Indicate the number of employees and supervisors who will be working on the site. 7
2. Indicate the number of customers who will be using the site per year or season. 14
3. Indicate the number of days the site will be used per year or season. 120

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**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:

Unleaded, Coleman fuel, and propane are used in generators, chainsaws, lanterns and cook stoves.

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

15 gallons unlead, 25 gallons propane, and 14 gallons coleman fuel

The specific storage location(s):

Fuel is stored behind supply tent in the shade.

The spill plan and prevention methods:

soaker pads are kept on hand for fueling and accidental spills.

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?

N/A

What will be stored in the container?

N/A

What will be the container's size in gallons? N/A

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Give a description of any secondary containment structure, including volume in gallons, the type of lining material, and configuration:

N/A

Will the container be tested for leaks? Yes  No  .

Will the container be equipped with leak detection devices? Yes  No  . If no, describe:

N/A

Do you have any reason to suspect, or do you know if the site may have been previously contaminated?

Yes  No  . If yes, please explain:

**Tim Nelson**  
Digitally signed by Tim Nelson  
Date: 2026.04.07 10:54:51  
-08'00'

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Signature of Applicant or Authorized Representative

Owner/Operator

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Title

04/07/2026

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Date

**This form must be filled out completely and submitted with the applicable fees. Failure to do so will result in a delay in processing your permit. AS 38.05.035(a) authorizes the director to decide what information is needed to process an application for the sale or use of state land and resources. This information is made a part of the state public land records and becomes public information under AS 40.25.110 and 40.25.120 (unless the information qualifies for confidentiality under AS 38.05.035(a)(8) and confidentiality is requested, AS 43.05.230, or AS 45.48). Public information is open to inspection by you or any member of the public. A person who is the subject of the information may challenge its accuracy or completeness under AS 44.99.310, by giving a written description of the challenged information, the changes needed to correct it, and a name and address where the person can be reached. False statements made in an application for a benefit are punishable under AS 11.56.210.**

**In submitting this form, the applicant certifies that he or she has not changed the original text of the form or any attached documents provided by the Division. In submitting this form, the applicant agrees with the Department to use "electronic" means to conduct "transactions" (as those terms are used in the Uniform Electronic Transactions Act, AS 09.80.010 – AS 09.80.195) that relate to this form and that the Department need not retain the original paper form of this record: the department may retain this record as an electronic record and destroy the original.**

**For Department Use Only**  
Application received date stamp

Receipt Type:  7A  RR  FF

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## LAND USE PERMIT APPLICATION SUPPLEMENTAL QUESTIONNAIRE FOR: Off Road Travel

Answer the following questions if your proposed activity includes off-road travel:

**Terrain:** Check the following terrain type(s) that best describes your route of travel:

- Wetlands
- Open, non-tundra or wetland areas
- Rivers or other waterbodies
- Wooded areas with trees of 6" or greater diameter (at breast height)
- Tundra areas

**Vehicles and Weight:** List the number and kinds of vehicles to be used for motorized travel, the weight of each vehicle and the weight of each trailer or sled (including loaded weight) to be carried by that vehicle:

No motorized vehicles are used to travel off road in the fall. 3 Snowmobiles would be used to access the site in March and April when rivers are frozen and the ground has sufficient snow cover to protect the environment.  
500lb machine weight, 500lb sled weight.

**Mileage:**

- State the average total miles traveled in one round trip: 100
- State the number of trips proposed: 4

**Season:** Proposed date(s) of travel will be: **From:** March 1 **To:** May 1

**Stream and Waterbody Crossings:** Note who you contacted in the ADF&G, Division of Habitat:

Date: \_\_\_\_\_ Person: \_\_\_\_\_

**Fuel and Hazardous Substance Factor:** The volume of fuel and hazardous substances to be used is the total volume in gallons to be carried on one vehicle and any trailers or sleds that vehicle is towing.

- Maximum volume of fuel (in gallons) that is being transported by one vehicle and any trailers or sleds it is towing: 30 gallons.
- Hazardous substances other than fuel:

Substance: \_\_\_\_\_

Substance: \_\_\_\_\_

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Land Use Permit Supplemental Questionnaire for  
Off-Road Travel – Form 102-1084E (Rev 09/21)

- Do you have an Oil Discharge Prevention and Contingency Plan approved by the Alaska Department of Environmental Conservation? Yes  No
  - Do you have either a trained spill response team or a contract with a spill response company? Yes  No
- 

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**LAND USE PERMIT APPLICATION SUPPLEMENTAL QUESTIONNAIRE FOR:  
Use of State-Owned Uplands**

To be completed to provide more detailed information about projects or activities requiring the use of state-owned uplands. All site development details identified in this section must be represented graphically in the scaled drawings on Page 6 of the supplement.

**Temporary Structures**

**1)** Describe all temporary improvements (including buildings, tent platforms, out-buildings, docks, floats, and floating facilities), including dimensions and building materials. **2)** Label improvements to be maintained on a year round basis as year round. **Note:** Seasonal improvements must be completely dismantled and removed or stored on or before the end of authorized terms of use.

Upper Camp:

Year round: 3 wall tent frames, 2 high caches, 1 low cache, 1 screen tent, hitching rails, 3 privy frames.

Temporary: 5 wall tent frames, 1 shower tent, electric fencing

Lower Camp:

Year round: 1 12X24 cabin, 3 wall tent frames, 1 screen tent, hitching rails, 2 privy frames.

Temporary: 2 wall tent frames, 1 shower tent, electric fencing

**Distance structures including pit privies will be located from the ordinary highwater mark of the nearest freshwater body (lake, stream, river, etc.), or the mean high water mark of a saltwater body: 100'**

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**Harvest of Non-Timber Related Forest Products**

Please list the type and quantity of each non-timber related forest product (berries, ferns, willow, mushrooms, birch bark, etc.) to be harvested for commercial use:

N/A

**Contact the DNR Division of Forestry to obtain authorizations for the harvest of small trees.**

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**Motorized Equipment**

List mechanized/motorized equipment to be used, including type, size, purpose, and number of each.

1 Generator, 1 chainsaw, 1 boat

For stream and waterbody crossings, note who you contacted in the ADF&G, Division of Habitat:

Date: \_\_\_\_\_ Person: \_\_\_\_\_

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Land Use Permit Application Supplemental Questionnaire for  
Use of State-Owned Uplands – Form 102-1084D (Rev 09/21)

## Storage and Parking

If you plan to store items or park boats, vehicles and/or heavy equipment on the site, complete the following:

Describe and give dimensions of long term and short-term parking and or storage areas:

Upper camp: 2 8X10 High caches are used to store camp equipment and horse gear, 1 low cache for heavy items.

Lower Camp: We currently have an 8X10 high cache for storing camp equipment and horse gear but may not need it if we use a cabin for storage.

Is parking and storage planned to take place on filled tidelands? **Yes**  **No**

Does storage involve structures or materials floating in a waterbody? **Yes**  **No**

If yes, please complete the Supplemental Questionnaire for the Use of State-Owned Waters (Shorelands, Tidelands & Submerged Lands).

Number of disassembled tent frames <sup>7</sup> \_\_\_\_\_ Number of tent platforms <sup>6</sup> \_\_\_\_\_

List and describe items that are large and difficult to transport. Include dimensions:

Will barrel(s) or an equivalent type of container be used? **Yes**  **No**

If using something other than barrels for storage containers, describe the alternative container.

5 gallon gas cans are used for fuel storage.

Describe any measures you plan to take to minimize drips or spills from leaking vehicles or equipment.

We do not plan to use large vehicles or equipment.

## Water / Wastewater

**Water Supply:** Describe the water supply and proposed use.

Water supply is from the creek/river.

**Wastewater:** Describe the wastewater type and quantity and proposed method of wastewater disposal: (for the marine environment, also describe the proposed gray and black water systems or out fall pipeline.

The only waste water is from the shower and dishes which go into the ground.

**Waste:** Describe the types of waste that will be generated on-site, including solid waste, the source of the waste, and the method of waste disposal, i.e. pit privy, or self-contained system, or outfall line; indicate distance from the nearest waterbody.

Pit privies are located over 100' from the nearest water body.

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## Animal Use

Will there be any use of animals (horses, llamas, dogs, etc.)? **Yes**  **No**

Will there be commercial use of the animals (horseback rides, packing, dog sled rides, etc.)? **Yes**  **No**

If yes, please explain:

Horses are used to access remote spike camps.

## Dismantle, Removal, Restoration Plan

Provide a plan for dismantling and removing temporary structures. Include method and timeline for total site restoration:

Temporary structures are set up in the beginning of August before the hunting season and taken down the end of September after hunting season.

If the LUP were to become invalid for any reason, year round structures could be taken apart and the wood burned in the spring with the final clean up of the site taking place during the summer. Due to the amount of infrastructure and stored items as well as the remoteness of the camps, final clean up would likely take 3 months depending on the time of year and weather conditions.

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## Short Term (Portable) Commercial Recreation Camps

Identify commercial recreation activity/activities for which short term (portable) camps **will be** established to accommodate employees and clients, and provide a general description of the location(s) (e.g. guide use area, game management sub-unit, river, stream, lake, etc.) where the recreational activity/activities and short term (portable) camp use will occur.

**Big Game Guiding (List up to 3 Guide Use Areas).**

24-03, 25-02

**Sportfishing (List river corridors, lakes, etc.).**

**Boating/Rafting/Kayaking (List river corridors, lakes, etc.).**

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Land Use Permit Application Supplemental Questionnaire for  
Use of State-Owned Uplands – Form 102-1084D (Rev 09/21)

**Other Recreation (Type and general geographic description).**

**Identify any State of Alaska Refuge, Sanctuary and/or Critical Habitat Area where short term (portable) camps will be used.**

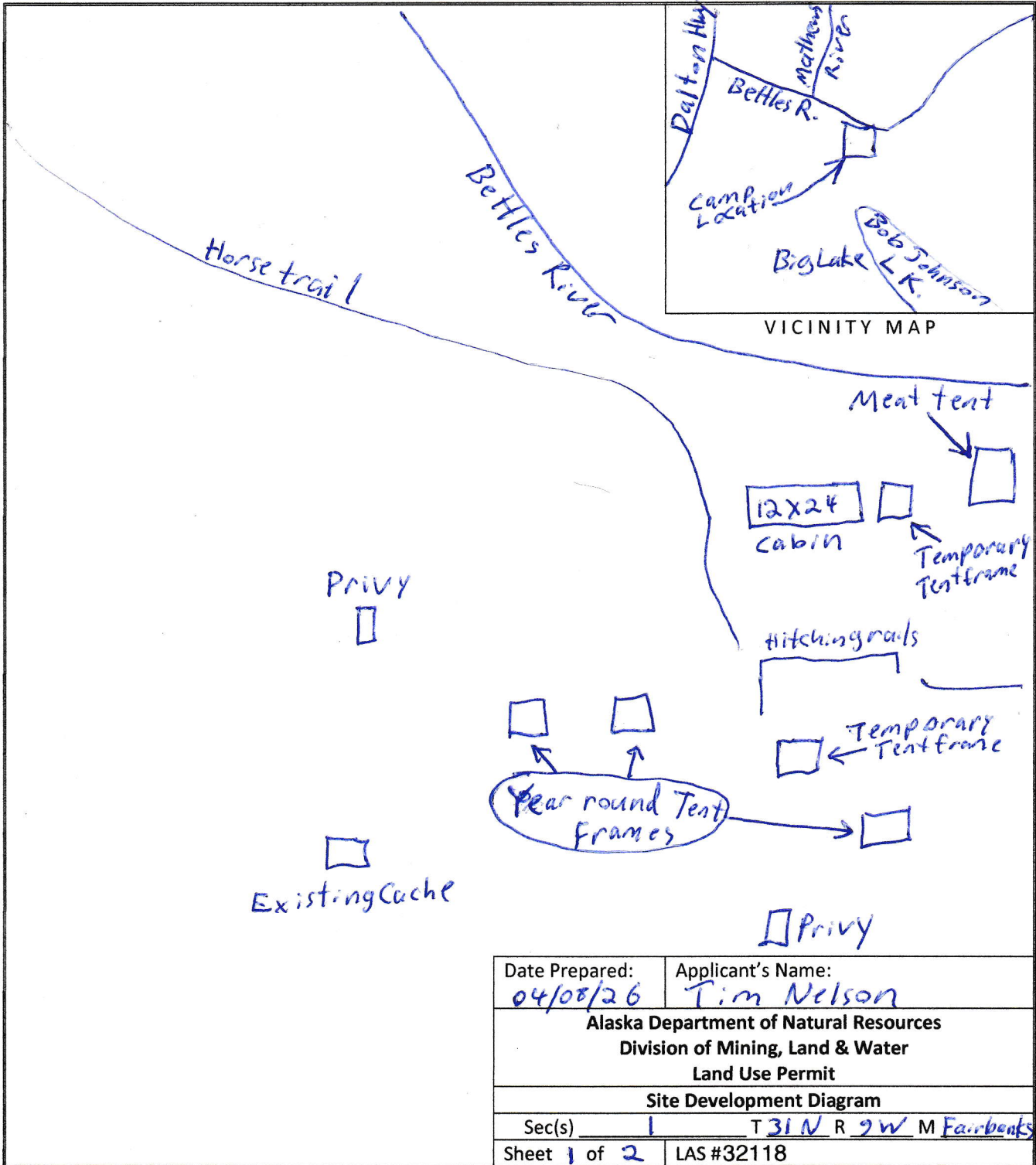
Will activities include “day use” of state land managed under the Haines State Forest Management Plan? **Yes**  **No**

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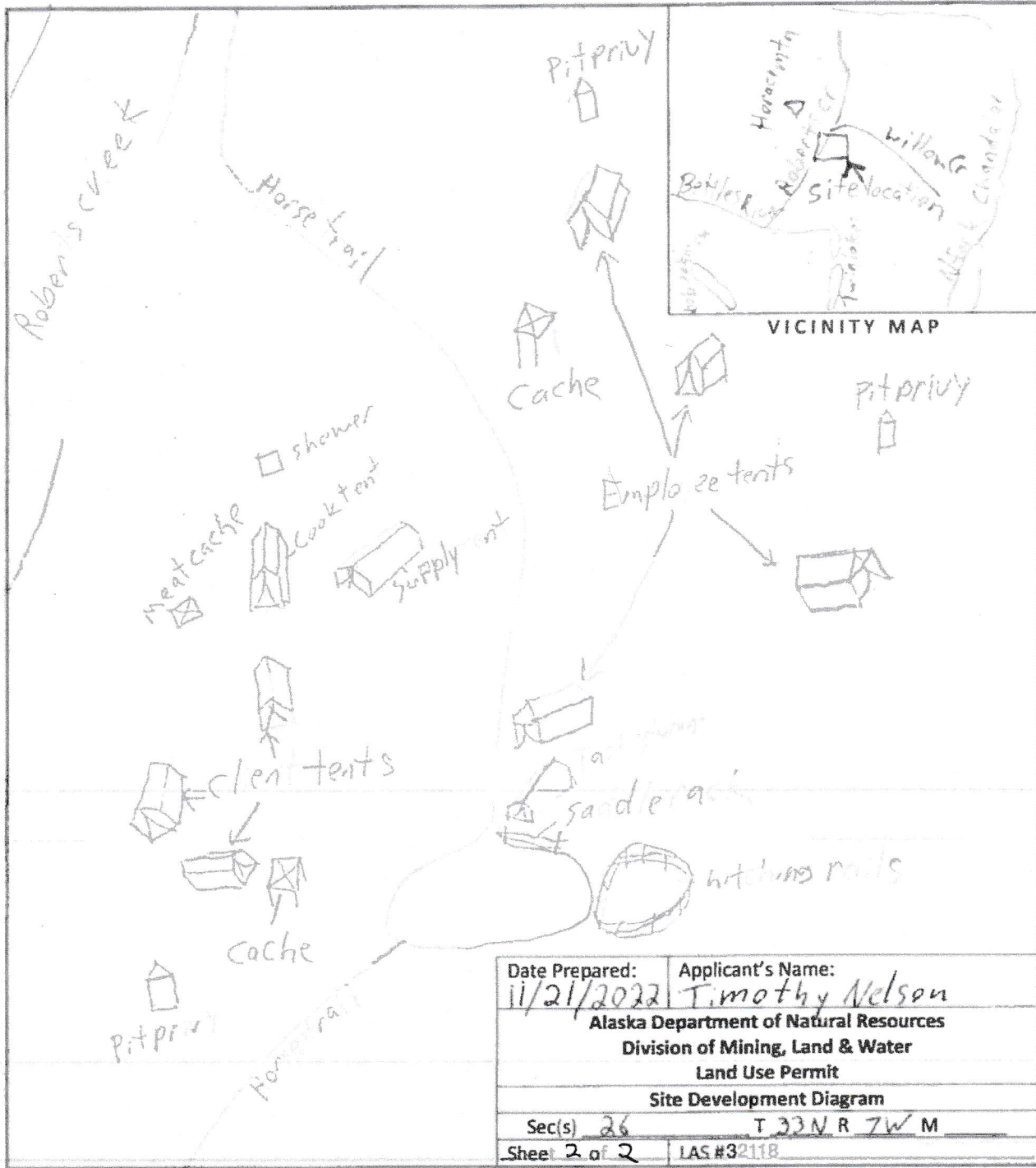
**In submitting this form, the applicant certifies that he or she has not changed the original text of the form or any attached documents provided by the Division. In submitting this form, the applicant agrees with the Department to use “electronic” means to conduct “transactions” (as those terms are used in the Uniform Electronic Transactions Act, AS 09.80.010 – AS 09.80.195) that relate to this form and that the Department need not retain the original paper form of this record: the department may retain this record as an electronic record and destroy the original.**

# Site Development Diagram



Date Prepared: <u>04/08/26</u>	Applicant's Name: <u>Tim Nelson</u>
<b>Alaska Department of Natural Resources</b> <b>Division of Mining, Land &amp; Water</b> <b>Land Use Permit</b>	
<b>Site Development Diagram</b>	
Sec(s) <u>1</u>	T <u>31N</u> R <u>9W</u> M <u>Fairbanks</u>
Sheet <u>1</u> of <u>2</u>	LAS #32118

### Site Development Diagram



Date Prepared:	11/21/2022	Applicant's Name:	Timothy Nelson
Alaska Department of Natural Resources Division of Mining, Land & Water Land Use Permit			
Site Development Diagram			
Sec(s)	26	T	33N R 7W M
Sheet	2 of 2	LAS #	32118

T.N. Reviewed for accuracy 04/08/26

LAS # 32118