



STATE OF ALASKA
DEPARTMENT OF NATURAL RESOURCES
DIVISION OF MINING, LAND, AND WATER
550 West 7th Avenue, Suite 900C
Anchorage, Alaska 99501-3577

Receipt Type: 4A

ADL CASE FILE NO. (To be assigned by DNR)

SHORE FISHERY LEASE APPLICATION / AMENDMENTS TO EXISTING LEASES

\*\*\*NOTE: INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED\*\*\*

Please read instructions on page #5

APPLICATIONS ACCEPTED JUNE 1 - OCTOBER 15

1. Name of Applicant: First Middle Last

Summer Mailing Address

From: To:

Address lines for summer mailing address

Phone:

Email:

Winter Mailing Address

From: To:

Address lines for winter mailing address

Phone:

Email:

2. United States Citizen? Yes No (Check the box that applies).

3. Applicant's Limited Entry Permit Number(s): (Note: If applicant has two permits, please provide both numbers).

4. Does the applicant already have a Shore Fishery Lease issued by the Department? Yes No (Check the box that applies). If yes, what is the ADL No.

5. If applicant is a minor (under 18, but at least 10 years of age) the trustee\* must provide the following information:

a) Name of Trustee: First Middle Last

b) Mailing Address:

c) Age of Trustee: d) Relationship to Applicant:

6. Legal description of setnet site(s) applied for: Section(s) Township: Range: Seward Meridian

\*11 AAC 64.250. Appointment of Trustee. A person who is qualified under the laws of Alaska to act as a trustee may apply for approval to act as a trustee for a shore fishery lease on behalf of a minor. The director will issue the lease in the name of an approved trustee, subject to other provisions of this chapter. The trustee does not acquire any rights in the leased area by virtue of this trusteeship. (Eff. 4/18/64, Reg. 16; am 3/30/85, Reg. 93) Authority: AS 38.05.020, AS 38.05.082

7. GPS readings for both inside and outside net buoys in Datum WGS 84.

Net 1: \_\_\_\_\_

Net 2: \_\_\_\_\_

Net 3: \_\_\_\_\_

Net 4: \_\_\_\_\_

8. Provide general location of setnet site(s) in relation to local, natural, or man-made landmarks:

\_\_\_\_\_

9. Number of nets applied for: \_\_\_\_\_

10. Length of each net (in feet): \_\_\_\_\_

11. Is applicant the owner of the abutting uplands? Yes  No  (Check the box that applies.)

If not, give the name and address of the upland owner(s): \_\_\_\_\_

\_\_\_\_\_

12. Did applicant fish all the sites described in Question 7 and 8 the last fishing season?

Yes  No  (Check the box that applies.)

If not, provide the following information:

a) Name and address of person(s) who previously fished the site(s): \_\_\_\_\_

\_\_\_\_\_

b) If new application, a brief history of the applicant's use of each site including year(s) the site was first fished: \_\_\_\_\_

\_\_\_\_\_

c) If the applicant has not fished the site(s) before, briefly describe the location of past fishing site(s) to the site(s) now being applied for: \_\_\_\_\_

\_\_\_\_\_

13. How long (in years) has the applicant been engaged in:

a) Commercial fishing: Years: \_\_\_\_\_ Months: \_\_\_\_\_ b) Setnetting: Years: \_\_\_\_\_ Months: \_\_\_\_\_

**PLEASE READ THE FOLLOWING SECTION CAREFULLY:**

14. Date set net site(s) were staked by applicant, for this application: \_\_\_\_\_

MM DD YYYY

**NOTE:**

SHORE FISHERY REGULATIONS REQUIRE THAT SITES MUST BE STAKED BETWEEN MAY 2 AND OCTOBER 15. FISHING OF THE SITE(S) IS NOT A REQUIREMENT OF THE STAKING AND APPLICATION PROCESS.

**YOUR APPLICATION MUST BE RECEIVED WITHIN 30 DAYS AFTER STAKING YOUR SITE(S) AND BETWEEN JUNE 1 AND OCTOBER 15.**

- As per 11 AAC 64.090. (Staking of sites and tracts) before submitting an application under 11 AAC 64.260. *an applicant must stake each tract by placing the stake at the net anchor point.* The location stake must be at least three (3) feet above ground level and must support a sign showing the applicant's name, mailing address, limited entry permit number, and date of staking. Offshore



## **Checklist**

I have enclosed the following with my application:

**Please check:**

1.  Application filing fee (non-refundable, 11 AAC 64.260(b)). See current Director's Fee Order for applicable fees.
2.  DNR status plat or 1:63,360 (1" = 1 mile) USGS topographical map showing applied for setnet location(s)

**SHORE FISHERY LEASES**  
**PROCESSING STEPS FOR SETNET LEASE APPLICATIONS – READ FIRST**

- **New lease and amendment applicants do all 12 steps.**
  - **Applicants seeking a shore fishery lease reissuance do only step 12.**
1. **Stake site(s) between May 2 and October 15.** A staking example can be found on our website at: <http://dnr.alaska.gov/mlw/shore/index.htm>
  2. Submit application and non-refundable filing fee (see current Director’s Fee Order for applicable fees) within 30 days of staking site(s) **AND** between June 1 and October 15.
  3. DNR reviews application, then prepares public notice which appears on our shore fishery leasing program website, DNR public notice site, and at local post offices. DNR also attempts to contact other interested parties in the immediate area (ie. private landowners, other set net lease holders, traditional unleased setnetters, etc) if we are aware of them.
  4. Allow approximately 52 days for any protests to arrive during the 45-day public notice period (the accepted protest date is the date the protest is postmarked).
  5. If no protests are received, then DNR sends applicant a shore fishery diagram preparation packet.
  6. Applicant’s surveyor or draftsperson prepares the diagram, then sends a preliminary diagram to DNR within 90 days or requests a 150-day extension, by notarized affidavit (11 AAC 64.260(f)).
  7. Applicant submits the diagram review fee to DNR (see current Director’s Fee Order for applicable fees) within 90 days.
  8. DNR reviews preliminary diagram and returns to applicant’s draftsperson for corrections.
  9. Applicant’s draftsperson makes final corrections and returns it to DNR, if all corrections are made the Mylar gets sent to the applicant to sign and date; the applicant sends the Mylar to DNR (within 90 days).
  10. DNR reviews Mylar to make sure all corrections have been made.
  11. DNR prepares lease document and mails to applicant for signature.
  12. Applicant signs 2 original copies of lease document in front of a notary or postmaster and returns BOTH to DNR with the \$300.00 rental for the first year (no rent payment is required for a lease amendment if the rent payment is current; lease reissuances also require a renewal fee (see current Director’s Fee Order for applicable fees), are subject to a public notice and comment period and process and must sign a Statement of Certification as well as their lease documents before the lease is reissued).

**Total cost for lease issuance will vary somewhat depending on cost of the ad and amount charged by the drafts-person or surveyor. Total amount paid to DNR is application fee (see current Director's Fee Order for applicable fees), plus diagram review fee (see current Director's Fee Order for applicable fees), plus \$300 first year's rental). The yearly rent after issuance is \$300.**