CBERRRSA POLICY NUMBER  1  EFFECTIVE DATE: March 1, 2015  
SUPERCEDES:     July 24, 2000

SUBJECT:     Request for information regarding the status of Road Maintenance within CBERRRSA

PURPOSE:     To establish a procedure that all requests for information regarding road maintenance status within the Chugiak-Birchwood-Eagle River Rural Road Service Area.

POLICY:     All requests for information as to roads maintained or not maintained shall be in writing and delivered to the Eagle River office of the Chugiak-Birchwood-Eagle River Rural Road Service Area. Response to the requests shall be in writing. Copies of the request and responses shall be maintained by the Chugiak-Birchwood-Eagle River Rural Road Service Area office.

BACKGROUND:
• February 23, 2015, Road Board reaffirmed the “Request for information Policy” dated July 24, 2000.

APPROVED:  

Randy McCain, Chair  
Chugiak-Birchwood-Eagle River Rural Road Service Area  
Board of Supervisors  

Date:  3/23/15
CBERRSA POLICY NUMBER 2

EFFECTIVE DATE: March 1, 2015
SUPERcedes: April 23, 2001

SUBJECT: Driveway & Mailbox Snow Berms

PURPOSE: To clarify the responsibility for removing snow berms in driveways and around mailboxes.

POLICY: CBERRSA does not clear snow berms from driveway during routine snow plowing operations. During wing back, clean up, and blow back operations, reasonable effort will be made to ensure that excessive berms are not left in the driveway or cluster boxes. Snow and ice control around mailboxes whether individual or collector, shall remain the sole responsibility of the box holders.

BACKGROUND: The Chugiak-Birchwood-Eagle River Rural Road Service Area has an established mill levy not to exceed 1.1 for the purpose of maintaining roads within the services area. The service area is limited in types and levels of road maintenance services it can provide by this mill rate and the revenue it generates. The Chugiak, Birchwood, Eagle River Road Service Area, Board of Supervisors has the responsibility to prioritize and establish road maintenance service levels. The board has established “Maintenance Guidelines” and a “Snow and Ice Control Plan” for the service area.

During the winter of 1988/1989, the Assembly initiated a pilot program with special funding to provide special assistance for the handicapped and elderly in clearing driveway berms. The program proved unsuccessful and no additional funding was made available.

REFERENCES:
- April 25, 1988, Road Board motion approving the “Maintenance Guidelines and Snow Plan” April 24, 1989, Road Board agreed & established Snow and Ice Control Plan and Maintenance Guidelines (driveway berms will not be removed)
- March 23, 1992, Road Board reviewed and approved the driveway berm policy.
- November 20, 1995, staff memo outlining costs estimates and impacts of driveway berm and mailbox clearing if it were required.
CBERRRSA POLICY NUMBER 2
RE: Driveway & Mailbox Snow Berms

- March 24, 1997, Road Board motion approving the revised “Snow and Ice Control Plan” as amended.
- September 27, 1999, Road Board reaffirmed the current “Driveway Berm” policy.
- April 23, 2001, Road Board amended “Driveway Snow Berm” to include mailboxes.

APPROVED:  
[Signature]
Randy McCain, Chair
Chugiak-Birchwood-Eagle River Rural Road Service Area
Board of Supervisors

Date: 3/23/15
CBERRRSA POLICY NUMBER 3

EFFECTIVE DATE: Oct 1, 2017
SUPERCEDES: March 1, 2015

SUBJECT: Snow Hauling within Chugiak-Birchwood-Eagle River Rural Road Service Area.

PURPOSE: To identify areas and establish procedures for snow hauling within CBERRRSA.

POLICY: Snow hauling will be instituted due to limited snow storage and dense housing developments within the CBERRRSA area. Upon completion of planned future and existing subdivisions the CBERRRSA Board of Supervisors will evaluate and accept responsibility for hauling snow if the area conforms to the following:

- Hauling of snow from the areas listed continues to serve the needs of the entire community
- Formation of a separate service area is not required
- Snow will be hauled on a as needed basis
- Completion of normal plowing operations within the service area will take precedence over snow hauling
- No other snow shall be hauled from any other street right-of-way other than the “Board Approved Street Snow Hauling List”
- Removal and additions to the listing will be evaluated for future needs within the community by the Board of Supervisors

BACKGROUND: The Chugiak, Birchwood, Eagle River Rural Road Service Area has an established mill levy not to exceed 1.1 for the purpose of maintaining roads within the services area. The service area is limited in types and levels of road maintenance services it can provide by this mill rate and the revenue it generates. The Chugiak-Birchwood-Eagle River Road Service Area, Board of Supervisors has the responsibility to prioritize and establish road maintenance service levels. The board has established “Maintenance Guidelines” and a “Snow and Ice Control Plan” for the service area. The current mill rate is adequate to provide limited snow-hauling services to residential areas at this time.
Municipality of Anchorage

Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors
Eagle River Town Center, Room 131
12001 Business Blvd., Eagle River 99577

RE: Snow Hauling

REFERENCES:

- March 27, 1997, Road Board motion approving the revised “Snow and Ice Control Plan” as amended, dated March 10, 1997.
- February 22, 1999 Board Motion regarding Business Boulevard snow hauling only.

APPROVED: Jose Vicente, Chair
Chugiak-Birchwood-Eagle River Rural Road Service Area Board of Supervisors

Date: 9-15-2017
Municipality of Anchorage  
Public Works / Administration Division  
Eagle River Street Maintenance  

LIMITED SNOW HAULING APPROVED FOR WINTER MAINTENANCE  
Chugiak, Birchwood, Eagle River Rural Road Service Area

<table>
<thead>
<tr>
<th>Street Name</th>
<th>From</th>
<th>To</th>
<th>Length</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yellowstone</td>
<td>Yosemite Circle</td>
<td>Turlock</td>
<td>.736 Miles</td>
</tr>
<tr>
<td>Driftwood Bay</td>
<td>Park View Terrace W.</td>
<td>Andy Circle</td>
<td>.634 Miles</td>
</tr>
<tr>
<td>Meadow Creek</td>
<td>Old Eagle River Road</td>
<td>Eagle River Loop</td>
<td>1.03 Miles</td>
</tr>
<tr>
<td>Baronoff</td>
<td>Lieselotte Circle</td>
<td>Eagle River Loop</td>
<td>.980 Miles</td>
</tr>
<tr>
<td>Business Blvd</td>
<td>Old Glenn</td>
<td>Old Glenn</td>
<td>.720 Miles</td>
</tr>
<tr>
<td>Centerfield</td>
<td>Business Blvd</td>
<td>Old Glenn</td>
<td>.200 Miles</td>
</tr>
<tr>
<td>Regency</td>
<td>Business Blvd</td>
<td>Business Blvd</td>
<td>.399 Miles</td>
</tr>
<tr>
<td>Monte</td>
<td>Old Glenn</td>
<td>Fireball</td>
<td>.590 Miles</td>
</tr>
<tr>
<td>Old Eagle River Road</td>
<td>Monte</td>
<td>Banoroff</td>
<td>.512 Miles</td>
</tr>
<tr>
<td>Northgate</td>
<td>Old Glenn</td>
<td>Culdesac</td>
<td>.150 Miles</td>
</tr>
<tr>
<td>Firehouse Lane</td>
<td>Old Eagle River Road</td>
<td>Eagle River Loop</td>
<td>.140 Miles</td>
</tr>
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</table>

7.461 Miles
# LIMITED SNOW HAULING APPROVED FOR WINTER MAINTENANCE

Chugiak, Birchwood, Eagle River Rural Road Service Area

## Dense Housing Developments

<table>
<thead>
<tr>
<th>Street Name</th>
<th>From</th>
<th>To</th>
<th>Length</th>
</tr>
</thead>
<tbody>
<tr>
<td>Highland Ridge</td>
<td>Driftwood Bay</td>
<td>End of Curb and Gutter</td>
<td>.120 Miles</td>
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<tr>
<td>Northwood Park</td>
<td>Driftwood Bay</td>
<td>End of Culdesac</td>
<td>.050 Miles</td>
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<tr>
<td>Meadow Park</td>
<td>Driftwood Bay</td>
<td>End of Culdesac</td>
<td>.050 Miles</td>
</tr>
<tr>
<td>Kak Island</td>
<td>Driftwood Bay</td>
<td>Mountain Point</td>
<td>.110 Miles</td>
</tr>
<tr>
<td>Mountain Point</td>
<td>Mills Bay</td>
<td>Kak Island</td>
<td>.150 Miles</td>
</tr>
<tr>
<td>Mountain Vista</td>
<td>Icefall</td>
<td>Eagle River Lane</td>
<td>.170 Miles</td>
</tr>
<tr>
<td>Icefall</td>
<td>Driftwood Bay</td>
<td>Mountain Vista</td>
<td>.247 Miles</td>
</tr>
<tr>
<td>Birch Park</td>
<td>Driftwood Bay</td>
<td>End of Culdesac</td>
<td>.080 Miles</td>
</tr>
<tr>
<td>Palos Verde</td>
<td>Chain of Rock</td>
<td>Baronoff</td>
<td>.240 Miles</td>
</tr>
<tr>
<td>Town Park Center</td>
<td>Regency</td>
<td>End of Culdesac</td>
<td>.114 Miles 1.351 Miles</td>
</tr>
<tr>
<td>Heritage Place &amp; Court</td>
<td>Business Blvd</td>
<td>Ends of Culdesacs</td>
<td>.140 Miles</td>
</tr>
<tr>
<td>Copper Mountain Sub</td>
<td>Regency</td>
<td>Regency</td>
<td>.447 Miles</td>
</tr>
<tr>
<td>Beaujolais Sub</td>
<td>Old Glenn</td>
<td>Juanita</td>
<td>.920 Miles</td>
</tr>
<tr>
<td>Mausel Sub</td>
<td>Artillery</td>
<td>End</td>
<td>1.589 Miles 3.097 Miles</td>
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</tbody>
</table>

4.448 Miles
CBERRRSA POLICY NUMBER 4  

SUBJECT: Walkways Management.

PURPOSE: To establish a policy for the maintenance of walkways within CBERRRSA.

POLICY: CBERRRSA will provide limited winter and summer maintenance on walkways subject to all of the following:

- The walkway is located within the municipal right-of-way and the adjacent road has been accepted for maintenance.
- The walkway has been specifically approved for maintenance by the CBERRRSA Board of Supervisors.
- Maintenance of walkways does not put an undue financial burden on the CBERRRSA maintenance budget.
- Maintenance of walkways continues to serve the public interest.

The CBERRRSA may provide operations and maintenance on specific walkways for which other agencies have management responsibility if:

- The responsible agency provides the necessary funding for accomplishing this work;
- It does not impact primary CBERRRSA operations and maintenance responsibilities; and
- It is approved by a majority vote of the CBERRRSA Board of Supervisors.

BACKGROUND: CBERRRSA provides a limited rather than full level of operations and maintenance within the Service Area. The operations and maintenance level is established based on funding available and the total operations and maintenance requirements.
CBERRRSA POLICY NUMBER 4
RE: Walkways Management.

REFERENCES:
- December 15, 1997, Road Board motion approving Meadow Creek Walkway in the trail clearing of walkways.
- September 28, 1998, Road Board motion adding sidewalks/walkways to the winter maintenance walkway list.

APPROVED:  
Randy McChesney, Chair
Chugiak-Birchwood-Eagle River Rural Road Service Area, Board of Supervisors

Date: 3/23/15
<table>
<thead>
<tr>
<th>Street</th>
<th>From</th>
<th>Side</th>
<th>To</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lake Hill</td>
<td>Reese</td>
<td>West</td>
<td>Old Glenn Hwy.</td>
</tr>
<tr>
<td>Business Blvd</td>
<td>Old Glenn Hwy.</td>
<td>Both</td>
<td>Old Glenn Hwy.</td>
</tr>
<tr>
<td>Monte</td>
<td>Eagle River Road</td>
<td>South</td>
<td>Fireball</td>
</tr>
<tr>
<td>Meadow Creek Drive</td>
<td>Old Eagle River Road</td>
<td>North</td>
<td>Eagle River Loop</td>
</tr>
<tr>
<td>Baronoff</td>
<td>Lisselite</td>
<td>East</td>
<td>Philadelphia</td>
</tr>
<tr>
<td>Wren Lane</td>
<td>Mt Point</td>
<td>West</td>
<td>Eagle River Lane</td>
</tr>
<tr>
<td>Kak Island</td>
<td>Driftwood Bay</td>
<td>Both</td>
<td>Icefall</td>
</tr>
<tr>
<td>Highland Ridge</td>
<td>Parkview Terrace</td>
<td>South</td>
<td>Ravenwood</td>
</tr>
<tr>
<td>Driftwood Bay</td>
<td>Yosemite Drive</td>
<td>South</td>
<td>Tullock Cir</td>
</tr>
<tr>
<td>Ptarmigan</td>
<td>Yosemite Drive</td>
<td>East</td>
<td>Yellowstone</td>
</tr>
</tbody>
</table>
CBERRRSA POLICY NUMBER: 5  EFFECTIVE DATE: August 28, 2000
SUPERSEDES: N/A


PURPOSE: To establish a policy for determining eligibility for roads to be included in the Chugiak-Birchwood-Eagle River Rural Road Service Area (CBERRRSA) R.A.P. Program.

POLICY:
The following criteria must be met for a road to be included in the CBERRRSA R.A.P. Program:

- The road has been either grandfathered into the service area as part of the 1985 Service Area consolidation or subsequently accepted by the Municipality and the road receives routine and regular maintenance as part of the CBERRRSA maintenance program;
- The potential project can be accomplished safely;
- It contributes to the overall CBERRRSA maintenance reduction objectives;
- The project can be accomplished within the technical confines of the CBERRRSA Street Maintenance staff and the CBERRRSA Maintenance Contract and does not constitute significant capital improvement;
- The project can be accomplished within the budget of the CBERRRSA Capital Improvement Project program;
- It is recommended by the Community Council for that area or by petition of residents of the road;
- A majority of the residents affected agree to inclusion in the R.A.P. program.

BACKGROUND: The CBERRRSA provides a limited rather than full level of operations and maintenance within the service area. The operations and maintenance level is established based on funding availability and the total operations and maintenance requirements. The objective of the R.A.P. Program is to improve general road conditions, drainage, and dust abatement on gravel roads that the Municipality is responsible for.


APPROVED:

[Signature]
Chris Ingmanon, Chair
Chugiak-Birchwood-Eagle River Rural Road Service Area
Board of Supervisors

[Signature]
[Date]

Rescind, R.A.P. program is no longer utilized
Will require a motion to Rescind.
MUNICIPALITY OF ANCHORAGE

CBERRRSA POLICY NUMBER: 6  EFFECTIVE DATE: March 1, 2015
SUPERSEDES: May 21, 2001

SUBJECT: Acceptance of roads for maintenance within Chugiak-Birchwood-Eagle River Rural Road Service Area.

PURPOSE: To clarify the policy for determining eligibility for roads to be included in the Chugiak-Birchwood-Eagle River Rural Road Service Area Maintenance Program.

POLICY: The following criteria must be met for a road to be maintained:

- The road was grandfathered into the service area as part of the 1985 Service Area consolidation and the road received continuous maintenance prior to that time; or
- The road complies with the applicable provisions of Municipal Code and has been accepted by the Municipality of Anchorage.

BACKGROUND: The Chugiak-Birchwood-Eagle River Rural Road Service Area provides a limited rather than full level of operations and maintenance within the Service Area. The operations and maintenance level is established based on funding availability and the total operations and maintenance requirements.

REFERENCES:
- CBERRRSA Maintenance Plan
- Current list of roads accepted for maintenance.
- List of unmaintained rights-of-way within CBERRRSA.

APPROVED:

Randy McCain, Chair
Chugiak-Birchwood-Eagle River Rural Road Service Area
Board of Supervisors

Date: 3/23/15
CBERRRSA POLICY NUMBER: 7  EFFECTIVE DATE: March 1, 2015
SUPERCEDES: July 22, 2002

SUBJECT: Snow Placement in Right-of-Way

PURPOSE: To establish Board policy regarding the placement of snow in municipal right-of-way.

POLICY: No person shall place or cause to be placed, leave or deposit upon any road right-of-way any accumulation of snow or ice which has been removed from a private driveway, sidewalk or parking lot.

Violations of this policy are subject to a fine of not less than $100.00 and the cost of removal for each offense (Anchorage Municipal Code 24.80.090).

BACKGROUND: The Chugai-Birchwood-Eagle River Rural Road Service Area Board of Supervisors upholds and supports all municipal code requirements specified in Anchorage Municipal Code (AMC) 24.80.090, “Removal of snow and ice from sidewalks and accessible parking spaces - Duties of occupants of real property.”

REFERENCES:
- July 22, 2002, Road Board motion approving the establishment of a policy regarding placement of snow in municipal right-of-way.
- Anchorage Municipal Code 24.80.090
- Street Maintenance Department notice to persons regarding depositing snow into municipal streets
- Street Maintenance form letter to property owners regarding cul-de-sac snow plowing
- Street Maintenance Guidelines for private snow plow operators
- February 23, 2015, Road Board reaffirmed the “Placement of Snow in right-of-way Policy” dated July 22, 2002

APPROVED: Randy McCain, Chair
Chugia-Birchwood-Eagle River Rural Road Service Area
Board of Supervisors

Date: 3/23/15
MUNICIPALITY OF ANCHORAGE

Chugiak-Birchwood-Eagle River Rural Road Service Area,
Board of Supervisors
Eagle River Town Center, Room 131
12001 Business Blvd., Eagle River 99577

Mayor Dan Sullivan

Phone: 907-343-1510
Fax: 907-694-1540

CBERRRSA POLICY NUMBER 8
EFFECTIVE DATE: March 1, 2015
SUPERCEDES: August 23, 2003

SUBJECT: MAINTENANCE OF NEWLY DEVELOPED SUBDIVISIONS

PURPOSE: To establish a policy for CBERRRSA maintenance responsibility of roads within newly developed subdivisions.

POLICY: CBERRRSA shall not maintain newly developed subdivisions until written confirmation is received stating that the subdivision has been placed under warranty and maps have been provided identifying specific streets.

REFERENCES:
* Anchorage Municipal Code, Chapter 21.87: Subdivision Agreements
  CBERRRSA Road Board Meeting Minutes of August 23, 2004

APPROVED: [Signature]
Randy McCain, Chair
Chugiak-Birchwood-Eagle River Rural Road Service Area
Board of Supervisors

Date: 3/21/15
CBERRRSA POLICY NUMBER 9

EFFECTIVE DATE: March 1, 2015
SUPERCEDES: December 30, 2013

SUBJECT: USE OF SNOW MARKERS IN CBERRRSA

PURPOSE: To establish a policy for public use of snow markers within CBERRRSA.

POLICY:

- Snow markers shall be allowed only in curb and gutter streets where the snow blower is utilized, or exceptions to strip paved roads on curves may be made with written permission from Eagle River Street Maintenance Staff.
- Snow marker height is limited to five feet, constructed of a frangible material, and placed six inches behind the curb, sidewalk, or edge of pavement.

REFERENCES:

- Letter to residents from Mark H. Littlefield dated 12-30-2013 RE: Residential Placement of Snow Markers
- CBERRRSA Road Board Meeting Minutes of November 18, 2013 and December 10, 2013
- February 23, 2015, Road Board reaffirmed the “Use of Snow Markers Policy” dated December 30, 2013.

APPROVED: 

[Signature]
Randy McCain, Chair
Chugiak-Birchwood-Eagle River Rural Road Service Area
Board of Supervisors

Date: 3/3/15