



Municipality of Anchorage



Handout AG.22

Right-of-Way Reviews/Permits

Municipal Ordinance requires anyone who uses the right of way to first apply for and obtain a Right –of-Way Permit. AMC 24.30.020 (A).

REVIEWS

The following types of improvements (Partial Listing) require review by the Right of Way Section to review for the impact on the right of way and road prism:

Driveways	Sump Discharges
Driveway Culverts	Water & Sewer Connects within the Right of Way
Parking Lots	Curb Cuts
Storm Drain Connects	

RIGHT OF WAY PERMITS

All work within a public right-of way requires a Right of way Permit. Applications for Right of way Permits must be accompanied by three (3) sets of plans and shall be submitted to the Right of way Permits Section for approval prior to the start of any work. The plans shall clearly state the scope of work and that all work will be performed in accordance with Municipal Standards And Specifications (MASS).

DRIVEWAYS

Right of way permits for driveways are applicable to the site location of the driveway and where other work is being done in the right of way relevant to the driveway.

- All driveways on streets or roads **not** of curb and gutter construction require right of way permits. Plans will be reviewed and stamped by right of way plan review for each driveway. However, any concrete or asphalt cut on a street of curb and gutter construction will also require a right of way permit.
- A right of way permit is required prior to beginning construction in the right or way. Work done in the right of way without benefit of permit will be assessed fines and fees in accordance with Anchorage Municipal Code (AMC) Titles 14 and 24.
- No right of way permit fee will be collected until the permit is issued. Right of way permit fees may be paid prior to the building permit being issued, but payment of the Right of way Permit is not required to issue the building permit.
- Right of way permits may be issued in winter conditions for access to construction sites, however construction and inspection of the driveway must be completed when the right of way is open. All driveways will be built to applicable standards established by the Building Safety Division.
- At least two working days before the work is commenced or resumed, the permittee shall call the ROW Contractor Line, 343-8206, with the following information (in accordance with AMC 24.30.150):
 - Provide permit number
 - Provide utility "One-Call" ticket number
 - Give notice of the time of commencement of the work
- A final Certificate of Occupancy (CO) for an associated building permit will not be issued until the final inspection and acceptance of the work in the right of way is completed.

ENCROACHMENT PERMITS

Any person desiring to construct an encroachment on a public right of way, or any other property dedicated to a public use, shall apply for an encroachment permit and a Right of way Permit. No construction may begin unless the encroachment and Right of way Permits have been approved and obtained. The following types of private improvements (Partial Listing) within the right of way require permits:

Fences
Landscaping Structures
Yard Lighting
Sidewalk Canopies
Retaining Walls

Submit plans for review at the Right of Way Counter, located near the front entrance of the Permitting Center, 4700 Elmore Road.

Ron Thompson, Building Official
DATE: March 13, 2008
(Ref. 96-01; 00-03, 01-02;04-03; 06-02)