

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 Ethan Berkowitz

Phone: 907-343-1510

Fax: 907-694-1540

CBERRRSA POLICY NUMBER 1

EFFECTIVE DATE: May 1, 2020

SUPERCEDES: March 1, 2015

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.
- March 1, 2015, Road Board reaffirmed the "request for information Policy" dated March, 23, 2015

APPROVED:



Ted Carlson, Chair
Chugiak-Birchwood-Eagle River Rural Road Service Area
Board of Supervisors

Date:

3-3-2020

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CBERRRSA POLICY NUMBER 2

EFFECTIVE DATE: May 1, 2020

SUPERCEDES: March 1, 2015

SUBJECT: Driveway & Mailbox Snow Berms

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

POLICY: CBERRRSA 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)
- February 21, 1992, memo from Street Maintenance Superintendent to the Road Board Chairman, "Driveway Snow Berm Removal Policy", addressing assistance for handicapped and elderly.
- 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.

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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.
- July 24, 2000, "Driveway Berm" policy put in approve policy format and reaffirmed.
- April 23, 2001, Road Board amended "Driveway Snow Berm" to include mailboxes.
- November 26, 2001, Road Board reaffirmed the "Driveway Berm & Mailbox Snow Berm Policy" dated April 23, 2001.
- February, 23, 2015, Road Board reaffirmed the "Driveway Berm & Mailbox Snow Berm Policy" dated April 23, 2001.
- March 1, 2015, Road Board reaffirmed the "Driveway Berm & Mailbox Snow Berm Policy" dated March 23, 2015.

APPROVED: _____



Ted Carlson, Chair
Chugiak-Birchwood-Eagle River Rural Road Service Area
Board of Supervisors

Date: _____

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CBERRRSA POLICY NUMBER 3

EFFECTIVE DATE: May 1, 2020

SUPERCEDES: Oct 1, 2017

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.

CBERRRSA POLICY NUMBER 3

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Board of Supervisors

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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.
- February 23, 2015 Road Board reaffirmed the "Snow Hauling" Policy" dated July 24, 2000.
- October 1, 2017 Road Board revised "Snow Hauling Policy" dated Sept 25, 2017

APPROVED:

A handwritten signature in blue ink, appearing to read "Ted Carlson", written over a horizontal line.

Ted Carlson, Chair
Chugiak-Birchwood-Eagle River Rural Road Service Area
Board of Supervisors

Date:

3-3-2020

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CBERRRSA POLICY NUMBER 4

EFFECTIVE DATE: May 1, 2020
SUPERCEDES: March 1, 2015

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.

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CBERRRSA POLICY NUMBER 4
RE: Walkways Management.

REFERENCES:

- December 16, 1996, Road Board Minutes, New Business: Snow Plowing Near Schools.
- 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.
- Walkways Management List, dated June 26, 2000.
- February 23, 2015, Road Board reaffirmed the "Walkways Management Policy" dated July 24, 2000.
- March 1, 2015, Road Board reaffirmed the "Walkways Management Policy" dated March 23, 2015.

APPROVED:



Ted Carlson, Chair
Chugiak-Birchwood-Eagle River Rural Road
Service Area, Board of Supervisors

Date: 3-3-2020

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CBERRRSA POLICY NUMBER: 6

EFFECTIVE DATE: May 1, 2020
SUPERSEDES: March 1, 2015

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.
- February 23, 2015, Road Board reaffirmed the "Acceptance of Roads Policy" dated May 21, 2001.
- March 1, 2015, Road Board reaffirmed the "Acceptance of Roads Policy" dated March 23, 2015.

APPROVED:

Date: 3-3-2020

Ted Carlson, Chair
Chugiak-Birchwood-Eagle River Rural Road Service Area
Board of Supervisors

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CBERRRSA POLICY NUMBER: 7

EFFECTIVE DATE: May 1, 2020
SUPERCEDES: March 1, 2015

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 Chugiak-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
- March 1, 2015, Road Board reaffirmed the "Placement of Snow in right-of-way Policy" dated March 23, 2015

APPROVED: _____


Ted Carlson, Chair
Chugiak-Birchwood-Eagle River Rural Road Service Area
Board of Supervisors

Date: _____

5-3-2020

MUNICIPALITY OF ANCHORAGE



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CBERRRSA POLICY NUMBER 8

EFFECTIVE DATE: May 1, 2020
SUPERCEDES: March 1, 2015

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
- February 23, 2015, Road Board reaffirmed the "Maintenance of New Developments Policy" dated August 23, 2003.
- March 1, 2015 Road Board reaffirmed the "Maintenance of New Developments Policy" dated March 23, 2015.

APPROVED: _____


Ted Carlson, Chair
Chugiak-Birchwood-Eagle River Rural Road Service Area
Board of Supervisors

Date: 3-3-2020

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CBERRRSA POLICY NUMBER 9

EFFECTIVE DATE: May 1, 2020
SUPERCEDES: March 1, 2015

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.
- March 1, 2015, Road Board reaffirmed the "Use of Snow Markers Policy" dated March 23, 2015.

APPROVED: _____



Ted Carlson, Chair
Chugiak-Birchwood-Eagle River Rural Road Service Area
Board of Supervisors

Date: _____

3-3-2020