



**MUNICIPALITY OF ANCHORAGE**  
**Development Services Department**  
**Land Use Permitting & Enforcement**  
**Right of Way Enforcement**

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**Date: March 16, 2020**

**To: Right of Way Customers**

**From: Jack L. Frost, Chief, Code Enforcement**

**Subject: Adjusted Right of Way Permitting & Enforcement Work Procedures For COVID-19 Prevention**

To prevent the spread of COVID-19, effective immediately, the Municipality of Anchorage's Right of Way Section is amending our work processes to effect social distancing while still delivering services to our customers. We regret any inconveniences this may cause but the health and safety of our customers, employees, families and friends is paramount.

**ABOUT COVID-19**

Coronavirus disease 2019 (COVID-19) is a respiratory illness that can spread from person to person. The virus that causes COVID-19 is a novel coronavirus that was first identified during an investigation into an outbreak in Wuhan, China. For more information, see the U.S. Centers for Disease Control and Prevention's [What You Need To Know About Coronavirus Disease 2019 fact sheet](#)

**Work Procedures**

**ROW Permits:**

All Right of Way Permit applications will be submitted electronically by e-mail at [MOAROWrequests@muni.org](mailto:MOAROWrequests@muni.org) or by US mail. There will be no customer contact at the ROW Permit Counter. US Mail may be sent to:

Municipality of Anchorage  
ATTN: Right of Way Enforcement  
PO Box 196650  
Anchorage, AK 99519-6650

Fees will be paid via credit card and issued permits will be e-mailed to the permittee.

**Meetings:**

All meetings will be conducted electronically. This can be by conference call, Face Time or using Teams. In Teams we can set up a group and then invite members of the public.

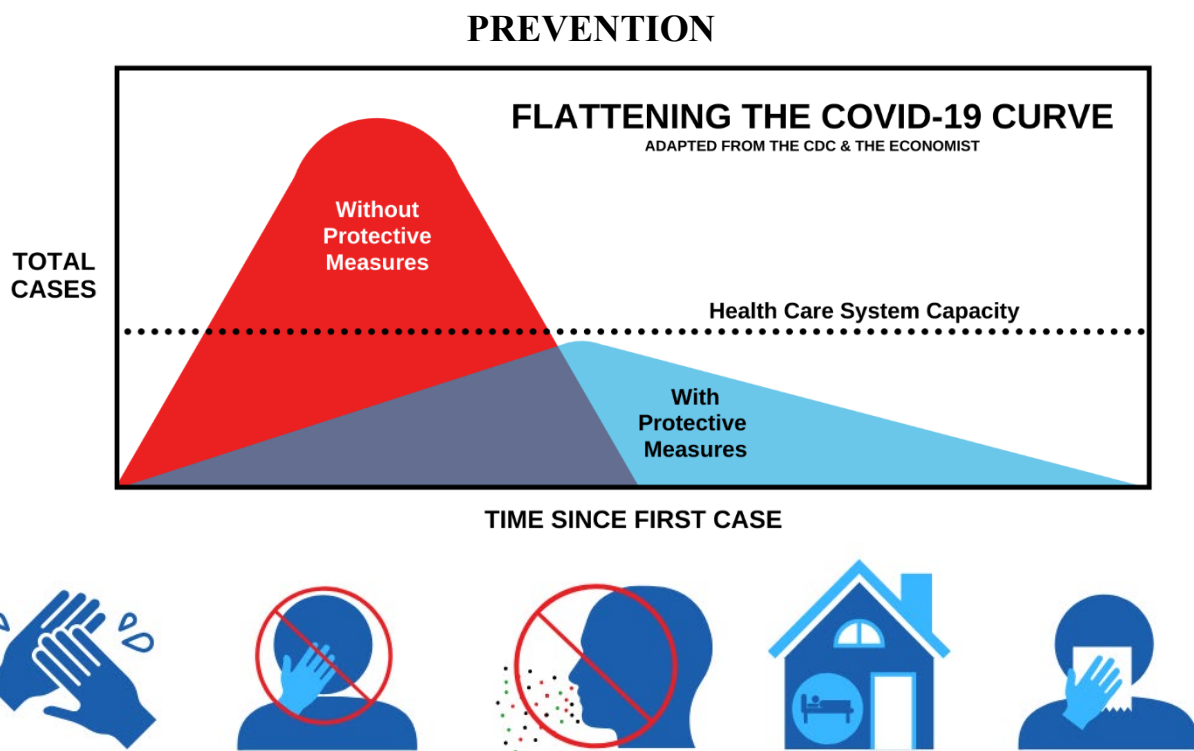
### **Inspections:**

Inspections of alleged violations of uses of the rights of way or construction under winter conditions will continue to be performed. However, to accomplish social distancing, there will be no physical contact (such as shaking hands) and a minimum of 6 feet distance will always be maintained between employees and customers/contractors.

This is a continually evolving, dynamic situation and we will do our best to continue to deliver excellent customer service despite the work procedure changes.

If you have suggestions how we can better serve you and maintain a safe work environment please e-mail your suggestions to: [MOAROWrequests@muni.org](mailto:MOAROWrequests@muni.org).

The following information is provided.



Remember to take everyday preventive actions to prevent the spread of respiratory viruses including:

- Wash your hands often for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing.
- Avoid touching your eyes, nose, and mouth.
- Avoid close contact with people who are sick.
- Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.

- Disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.
- Older adults and people who have serious chronic medical conditions like heart disease, diabetes or lung disease should avoid crowds, especially in poorly ventilated spaces. For more guidance, see the CDC's [People at Risk for Serious Illness from COVID-19 webpage](#).