

CHUGACH ELECTRIC ASSOCIATION, INC.

Procedures for Submitting Requests for Easement Releases, Partial Vacations, Encroachment Permits and Letters of Non-Objection

Chugach Land Services Department reviews and processes all requests relating to Chugach's easements and rights of way. The following must be submitted before your request can be processed:

- 1. A written request stating what you are seeking, i.e. a partial vacation of a platted easement or a Chugach specific easement, a release of a general easement, an Encroachment Permit, a letter of non-objection for a movable encroachment in a platted easement, right of way, etc.**
- 2. If the request is for an Encroachment Permit or partial easement vacation, include a copy of a current certified as-built survey of the property. The as-built survey must clearly show the encroachment and include the dimensions of the encroachment and distances from the property lines. In the case of a proposed encroachment, the plot plan must reflect the same information.**
- 3. If the request is for the release of a general easement, include the recording information (book, page, and date recorded) of the general easement you want released. Chugach will reserve the necessary specific easements that will remain on the property at the time the release document is processed.**
- 4. On all requests, include the names of all the property owners as shown on the Deed, a mailing address and a daytime phone number. If the request other than the property owner, the relationship to the property owner must be included.**
- 5. Chugach's Encroachment Permit must be recorded. The fees charged by the Alaska State Recorders Office are not included in the Schedule of Fees provided on the back of this handout.**

While Chugach attempts to process these requests as quickly as possible, please allow up to ten (10) working days for field review and processing. However, during the summer construction season, it could take 2 to 3 weeks.

Chugach emphasizes the importance of early review of the as-built survey by the owner or agent so that a real estate transaction closing is not delayed in order to address an easement encroachment.

If you have any question, or need more information, please contact the Land Services Department at 762-4781.

As of July 13, 2004, the Chugach Tariff was revised to identify changes in costs associated with various activities and approved rates to recover those costs. Chugach's tariff requires fees for the activities as shown on Sheet No. 76 of Chugach's tariff, a copy of which is on the backside of this handout.

ELECTRONIC REPLICATION OF SHEET ON FILE WITH RCA
- Font and Format May Vary – Content is Identical

SCHEDULE OF CHARGES AND FEES (Continued)

Land Services Fees

1. Encroachment Permit *	\$280.00
2. Conversion from Unrecorded Agreement to Recordable Permit *	\$75.00
3. Release of General Easement with Reservation of Specific Easement *	\$55.00
4. Request for Letter of Non-Objection for Occupied Platted Easement or Existing Facilities in Public Right of Way	\$70.00
5. Easement Vacation Request *	\$280.00
6. Survey, if needed **	\$260.00
7. Plat Copies	\$3.00
8. Mapbook Copies	
a) Small Size (8 ½ x 11)	\$1.00
b) Medium Size (11 x 17)	\$2.00
c) 200 Scale (24 x 30)	\$3.00
9. Easement Copies	\$1.00
10. Specialty "Property Interest" Maps	\$2.00

* Recording fees are additional and will be charged at cost.

**Additional charges, in accordance with Rule 4.5, Underground Locate Service, may be assessed for locate service.