



# Alaska Department of Transportation & Public Facilities

## Utility Permitting

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Statewide Utility Engineer

November 2, 2023

Our mission is to *Keep Alaska Moving* through service and infrastructure.

# DOT&PF Utility Permitting

## 3.2. Utility Accommodation and Permitting Policy

The Department accommodates and permits utility facilities in Department right of ways, airports, and other managed lands to ensure:

- the safety of the travelling public and other users;
- the integrity of the Department's facility;
- the Department's normal operation and maintenance activities are not compromised  
The utility facility will not impact the Department's immediate or long term construction program;
- the accurate and current recording of utility ownership and location; and
- the needs of the utilities are met.

# Utility Permits Location, Location, Location!!!

## DOT&PF Regions

Central Region

Northern Region

Southcoast Region

Currently, no regions of DOT&PF offer on-line Utility Permit Applications.

We are working to modernize our data management and permit systems!



<https://dot.alaska.gov/regions-portal.shtml>

# Utility Permit Mailing Addresses

Southeast Region	Central Region	Northern Region
<p><b>Mailing Address:</b> AKDOT/PF ROW 6860 Glacier Hwy Mail Stop 2506 Juneau AK 99801-7909</p> <p>Voice: (907) 465-4540 or 1-800-575-4540 Fax: (907) 465-3506 TDD: (907) 465-4410</p> <p><b>Physical Address:</b> AKDOT/PF ROW 6860 Glacier Hwy Juneau AK 99801-7909</p>	<p><b>Mailing Address:</b> AKDOT/PF ROW P.O. Box 196900 Anchorage AK 99519-6900</p> <p>Voice: (907) 269-0700 or 1-800-770-5263 Fax: (907) 248-9456 TDD: (907) 269-0473</p> <p><b>Physical Address:</b> AKDOT/PF ROW 4111 Aviation Drive Anchorage AK 99502-1058</p>	<p><b>Mailing Address:</b> AKDOT/PF ROW 2301 Peger Road Mail Stop 2553 Fairbanks AK 99709-5316</p> <p>Voice: (907) 451-5400 or 1-800-475-2464 Fax: (907) 451-5411 TDD: (907) 451-2363</p> <p><b>Physical Address:</b> AKDOT/PF ROW 2175 South University Ave., #2 Fairbanks AK 99709-4910</p>

# DOT&PF Utility Permit Process

Application Research, Review, and Approval

Construction Authorization & Utility Installation  
 Inspection, Certification, and Surety Release

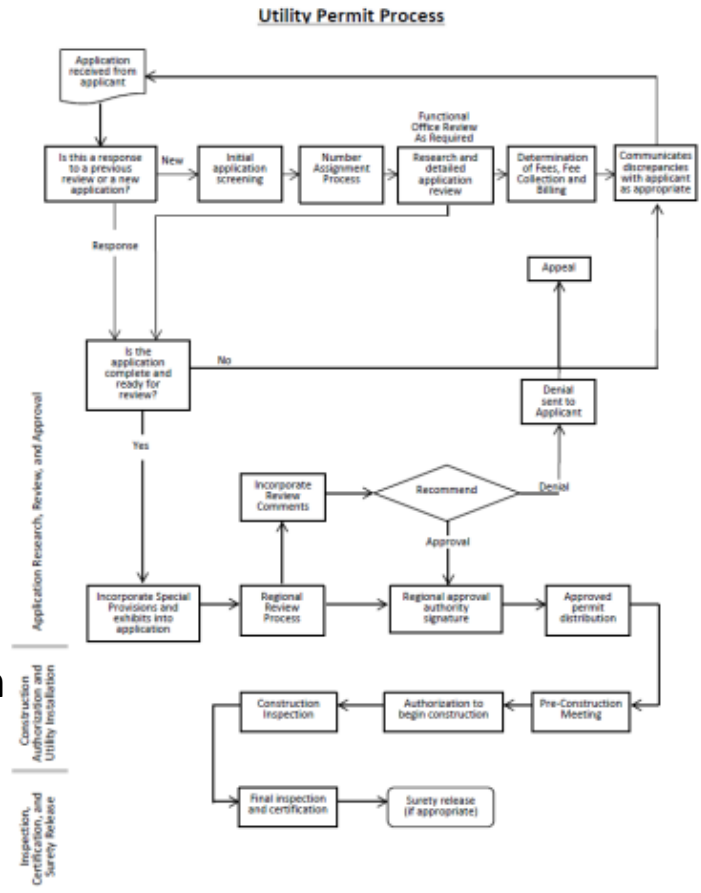


Figure 3-1: Utility Permit Flow Chart





# Utility Permit Application Requirements

Focusing on large scale telecommunication projects:

1. Application Form
2. Electrical and Communications Facilities Form
3. Signature Page
4. Draft Punchlist

4 simple steps!

# General Utility Permit Application Requirements

1. Application Form
2. Electrical and Communications Facilities Form
3. Signature Page
4. Draft Punchlist

A separate Utility Permit Application form is required for each route and for each type of facility being requested. For example, water and sewer require separate utility permits.

Utility Work Order:

**DO NOT use this space.  
STATE USE ONLY.**

**STATE OF ALASKA  
DEPARTMENT OF TRANSPORTATION  
AND PUBLIC FACILITIES**

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**APPLICATION FOR UTILITY PERMIT ON STATE DOT&PF MANAGED RIGHTS-OF-WAY**

Application is hereby made for permission to place, construct, and thereafter maintain a utility facility in, on, along, or across the Rights-of-Way of the Department of Transportation and Public Facilities, as described below:

Major Permit  
\$600.00

Minor Permit\*  
\$100.00

Linear Footage  
\$1.00/foot

\*As applicable, Utility Permit being amended:

DOT&PF Project?  YES /  NO      DOT&PF Project Number/Name:

1. Type of Facility:
2. Location of Facility:

CDS Number:       Latitude:       Longitude:

3. Will Facility require coverage under the Alaska Construction General Permit:  YES     NO
4. Will Facility require clearing:  YES     NO  
If yes, location and extent of the clearing must be indicated on the plans.
5. Joint Use with:   
in accordance with   
attached as Exhibit
6. Facility to be constructed in accordance with the following:
  - a. Plans dated , consisting of  sheets attached to and made a part of this application.
  - b. Specifications dated , consisting of  pages attached to and made a part of this application.
  - c. In conformance with Code(s)
7. Work to commence on or about  and to be completed on or about .

The applicant in carrying out any or all of the work herein above mentioned or referred to in this application, and in the authorized Utility Permit issued therefore, shall strictly conform to the terms of such Utility Permit, AS 02.15.102, AS 02.15.106, AS 19.25.010, AS 19.25.200, AS 35.10.210; and AS 35.10.230; regulations as set forth in 17 AAC 15 and any revisions thereto, and such policy directives as issued by the Commissioner of the Department of Transportation and Public Facilities.

The applicant shall comply with regulations of all other governmental agencies and the work shall be accomplished in a manner that will not be detrimental to DOT&PF's facilities and appurtenances nor in any manner endanger the traveling public or facility users.

APPLICANT:

DATE:

ADDRESS:

PHONE:

PREPARED BY:

TITLE:

APPROVED BY: \_\_\_\_\_

DATE: \_\_\_\_\_



# General Utility Permit Application Requirements

Print

DO NOT use this space.  
STATE USE ONLY.

## ELECTRICAL AND COMMUNICATIONS FACILITIES

### OVERHEAD FACILITY

Number of Circuits: \_\_\_\_\_  
Voltage and Phase: \_\_\_\_\_  
Conductor Type and Size: \_\_\_\_\_  
Structure Type: \_\_\_\_\_  
Crossing Angle: \_\_\_\_\_ Length: \_\_\_\_\_  
Minimum Vertical Clearance: \_\_\_\_\_  
Longitudinal Facility Length: \_\_\_\_\_  
Offset from Highway Right-of-Way: \_\_\_\_\_ Offset from Highway Centerline: \_\_\_\_\_  
Offset from Edge of Pavement: \_\_\_\_\_

### UNDERGROUND FACILITY

Number of Conductors (Cables): \_\_\_\_\_  
Voltage and Phase: \_\_\_\_\_  
Conductor (Cable Type and Size): \_\_\_\_\_  
Number & Size of Conduits: \_\_\_\_\_  
Size and Type of Encasement: \_\_\_\_\_  
Crossing Angle: \_\_\_\_\_ Length: \_\_\_\_\_  
Depth Below Road Surface (Min. 48"): \_\_\_\_\_  
Depth of Ditch Prism Placement (Min. 48"): \_\_\_\_\_  
Depth 10 Feet Outside Slope Limits (Min. 36"): \_\_\_\_\_  
Method(s) of Crossing Installation:  Boring  Jacking  Open Cut  
Longitudinal Facility Length: \_\_\_\_\_  
Offset from Highway Right-of-Way: \_\_\_\_\_ Offset from Highway Centerline: \_\_\_\_\_  
Offset from Edge of Pavement: \_\_\_\_\_  
Method(s) of Longitudinal Installation:  Trenching  Plowing  Boring  Jacking

Construction Code(s) Applicable: \_\_\_\_\_

ADDITIONAL INFORMATION: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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# General Utility Permit Application Requirements

Reset Form

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In consideration of the benefits accruing to the PERMITTEE by reason of the foregoing agreement, this Utility Permit is hereby accepted by the PERMITTEE and the PERMITTEE hereby agrees to comply with all of the terms, provisions, conditions and stipulations therein contained.

The State of Alaska, acting by and through its Department of Transportation and Public Facilities has caused this Utility Permit to be executed on:

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

THE COMPANY OR PERMITTEE

\_\_\_\_\_  
Name of Company

STATE OF ALASKA  
DEPARTMENT OF TRANSPORTATION  
AND PUBLIC FACILITIES

CENTRAL REGION

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Attest: \_\_\_\_\_

Title: \_\_\_\_\_

ACKNOWLEDGEMENT OF COMPANY OR PERMITTEE

STATE OF ALASKA  
3RD JUDICIAL DISTRICT

BE IT REMEMBERED that on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned, a Notary Public of the State of Alaska, personally appeared

\_\_\_\_\_  
\_\_\_\_\_

and both to me personally known and known to me to be the identical individuals named in and who executed the foregoing Utility Permit, and acknowledged the said instrument to be the free and voluntary act and deed of the above named company for the uses and purposes therein expressed and on oath stated that they were authorized to execute said instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of my Office the day and year first above written.

My Commission Expires: \_\_\_\_\_

\_\_\_\_\_  
A Notary Public



# General Utility Permit Application Requirements

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No.	Checklist Element	Code or Regulators Reference	Item Provided	Explanation or Description
1	Proof of property interest for existing, amended facilities. (Permit No.)	17 AAC 15.10(c.) AKDOT Utilities Manual Sec. 3.8.3		
	Description of documentation is provided regarding the quality level of subsurface utility engineering (SUE) process implemented in the design of individual locations. (refer to the ASCE Standard 38-02 and FHWA designations A-D. <a href="https://www.fhwa.dot.gov/design/sue/suebrochure.cfm">https://www.fhwa.dot.gov/design/sue/suebrochure.cfm</a>			
2a	Quality Level D: Information derived from existing records or oral recollections.			
2b	Quality Level C: Information is obtained by surveying and plotting visible above-ground utility features and by using professional judgement in correlating this information to Quality Level D.			
2c	Quality Level B: Information obtained through the application of appropriate surface geophysical methods to determine the existence and approximate horizontal positioning of subsurface utilities.			
2d	Quality Level A: Precise horizontal and vertical location of utilities obtained by the actual exposure and subsequent measure of subsurface utilities, usually at a specific point.			
	The application includes all plans, specifications, and other pertinent data.			
3	Facility Assembly/Material Sheet(s) that include the following: * Assembly / Unit name * Unit Status ( New, Exist or Retired) * Full assembly/unit description	17 AAC 15.021 AKDOT Utilities Manual Sec. 3.3, 3.8.3		
4	Structure Sheet with typical details: Poles, Peds, Transformers, Cabinets, Handholes, Manholes, Guy Anchors  Note: The applicant may list their standard structure drawings rather than providing a page in the application unless existing topography requires a modification to the typical sections.	17 AAC 15.021 AKDOT Utilities Manual Sec. 3.3, 3.8.3		

# Utility Permits Special Topics

## Lane Closure Permit (LCP)

Once a Utility Permit is approved by DOT&PF, if work occurs within 30 feet of the traveled way, the applicant must apply for a Lane Closure Permit (LCP) from **DOT&PF ROW Property Management** Section a minimum of 20 working days before beginning construction. The approved Utility Permit will contain the contact information.

## **LCPs are the Department's written authorization to:**

- Perform work in the DOT managed ROW;
- Implement a Traffic Control Plan (TCP);
- Access adjacent easements, properties and/or right-of-ways using the DOT managed ROW.

# Utility Permits Special Topics

## Utility Permits on Rural Airport Property

Whenever a new utility facility is to be installed or constructed on a rural Alaskan airport's property, coordination with **DOT&PF Aviation Leasing** for Lease Application Review Committee (LARC) Review is required. This can add 1-4 weeks processing time.

## Utility Permits on Major Airport Property

Requirements vary per airport; contact DOT&PF.

# How much & How long

- **How much does it cost?**
  - Major Utility Permit Fees:
    - The fee for a major permit is \$600. If the proposed facility is greater than 200 feet in length, a footage fee of \$1 per linear foot for footage in excess of 200 is added to the permit fee. Total linear footage fees shall not exceed \$10,000.00
  - Lane Closure Permit Fee ( only if work occurs within 30 feet of the traveled way):
    - \$200 .00
- **How long does it take?** Statistically, 50% of Utility Permit Applications are incomplete the first time submitted; this lengthens review & processing time.
  - Once a complete application is received:
    - Utility Permits: 30 days + 30 days LARC Review (for rural Airports only)
    - Lane Closure Permits: 30 days
      - ♦ Applicant can apply for the Utility Permit and the Lane Closure permit simultaneously to save time.

# GIS Information Research Tools

## Alaska DOT&PF ROW Research Map (GIS) - Combines Parcel Viewer and ROW Research

- <https://www.arcgis.com/apps/webappviewer/index.html?id=f2570687e10e49c6a962c5392e4180f2&extent=-24457201.9086%2C5933988.8454%2C-9429070.6515%2C12528364.1497%2C102100>

## Alaska DOT&PF ROW Map Search

- [http://www.dot.state.ak.us/edocs\\_code/rowmap/rowmaps.cfm](http://www.dot.state.ak.us/edocs_code/rowmap/rowmaps.cfm)

## Alaska DOT&PF Central Region As-Builts Search

- [http://www.dot.alaska.gov/edocs\\_code/searches/asbuiltsearch.cfm](http://www.dot.alaska.gov/edocs_code/searches/asbuiltsearch.cfm)

## Alaska DOT&PF Utilities Manual

- [https://dot.alaska.gov/stwddes/dcsrow/assets/pdf/utility/22/utility\\_manual\\_22.pdf](https://dot.alaska.gov/stwddes/dcsrow/assets/pdf/utility/22/utility_manual_22.pdf)



# Contact Information

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Statewide Utility Engineer

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