



STATE OF ALASKA
DEPARTMENT OF TRANSPORTATION
AND PUBLIC FACILITIES

**ENCROACHMENT / BEAUTIFICATION PERMIT
FHWA CHECKLIST**

Include a completed and signed copy of this checklist with the letter from the Region to the FHWA requesting approval in the issuance of the Encroachment/Beautification Permit. Place a signature block for FHWA's approval at the bottom of the letter. The letter should include a statement confirming that the land described in the permit is not required to meet the minimum requirements under municipal land use standards or other governmental statutes or regulations.

Check one:

- In accordance with AS 19.25.200(c), the encroachment existed on or before January 1, 2005. I believe it was erected with the good faith belief that it was lawful to erect and maintain it in its location. I further believe that denying the permit would pose a hardship on the applicant.
- This encroachment is not subject to AS 19.25.200(c).

Submit to FHWA:

- a copy of the letter and application requesting use of the right-of-way
- a project plan showing the Federal-aid project number and/or other map locating the proposed areas
- scale drawings of the proposed activity and/or pictures of the area
- the distance the permitted area will be from the traveled way: _____ feet
- if the activity includes a supporting structure, information regarding whether the clear zone and site distance were considered
- zoning information (if applicable), including a brief description of the allowed uses for the adjacent property
- an analysis of why the permitted activities must be in the ROW, rather than on adjacent property

It is in the best interest of the State to allow the existing _____ to remain within the right-of-way, rather than on the adjacent property because (give one or more justifications for allowing):

- an analysis of why the encroachment permit should be granted rather than reducing the ROW

It is not in the best interest of the State to reduce this right-of-way because _____

- a copy of the comments received from circulating the request to the various DOT&PF sections, using the Encroachment/Beautification Permit Comment Sheet form, and including an Environmental Certification, signed by a Regional Environmental Analyst
- any correspondence between the applicant and DOT&PF
- a copy of the permit, containing the Federal-aid project number, that has been signed or that has the written concurrence of the commissioner's designee
- a copy of the public notice advertisement, if applicable
- any additional pertinent information available

Date _____

ROW Agent _____