

**Land Services - Request Form**  
**ENCROACHMENT PERMIT, LETTER OF NON-OBJECTION, EASEMENT REQUEST**

Date: \_\_\_\_\_ Requestor/ Relationship \_\_\_\_\_

Property Owner(s): \_\_\_\_\_

Owner Phone Number \_\_\_\_\_ Email: \_\_\_\_\_

Requestor Phone Number \_\_\_\_\_ Email: \_\_\_\_\_

Property Owner Address: \_\_\_\_\_

Property Address: \_\_\_\_\_

Subdivision Name: \_\_\_\_\_ Plat # \_\_\_\_\_ Lot \_\_\_\_\_ Block/Tract \_\_\_\_\_

Describe request: \_\_\_\_\_

Description Example: I have a deck/fence/well/shed, sewer pipe, etc. in an easement. I need an easement vacation or release.

**Land Services will notify the landowner for proper payment amount after receipt of application.**

CEA Row Agent will contact you once the request is submitted. Please be aware of the following once the request is reviewed.

1. Stamped **as-built or plot plan** (for an Encroachment Permit) that clearly shows the encroachment, all dimensions of the encroachment (type of structure proposed or existing) within the easement area and distance from the property line or easement line.
2. In accordance with Chugach Tariff TA583-8, a non-refundable processing fee must be submitted with this request, as follows:

|  |               |
|--|---------------|
| 1. Encroachment Permit for CEA Easement                    | \$ 350*       |
| 2. Conversion to a Recorded Document                       | \$ 80*        |
| 3. Release of General with reserve specific easement       | \$ 100*       |
| 4. Request for Letter of Non-Objection in platted easement | \$ 100*       |
| 5. Additional Services                                     | Assessed Cost |

**\*Note: Additional State Recording Fees are charged at cost (typical \$25-\$45)**

\*Vacation of easement – associated with a platting activity - \$463

These are non-refundable fees to: Chugach Electric Association, Inc., Land Services Department, 5601 Electron Drive; Or call or email to: [CEA\\_ROW@chugachelectric.com](mailto:CEA_ROW@chugachelectric.com) - 907-762-4781 with questions.

X

**Signature of Requestor** (If not the owner, include relationship to owner)

**Submit completed form to [CEA\\_ROW@chugachelectric.com](mailto:CEA_ROW@chugachelectric.com)**

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Land Services Department Use Only:

L.S. WO# \_\_\_\_\_ Amt Paid \$ \_\_\_\_\_

Grid # \_\_\_\_\_ MAP Book # \_\_\_\_\_

Plat # \_\_\_\_\_ MOA Property ID # \_\_\_\_\_