

Title 12

STREETS AND SIDEWALKS

Chapters:

12.02 House Numbering System

**12.10 Port St. Nicholas Road Maintenance and Improvement and Road
Maintenance and Improvement Fee – Extraterritorial**

Chapter 12.02**HOUSE NUMBERING SYSTEM**

Sections:

12.02.010 Housing numbering system.

12.02.010 Housing numbering system.

A. All houses, buildings and other structures shall, after the effective date of the ordinance codified in this chapter, be designated by a number as provided in this chapter.

B. For central Craig all of the numbering on the streets shall be based on a grid system, the grid beginning with the northerly points of land being block 100 and running southerly by blocks, each block consisting of 100 numbers. For streets running east and west, the grid shall begin on the most easterly point of land run westerly, by block, each block consisting of 100 numbers.

C. The even numbers shall be located on the east side of streets running north and south, or in a northerly and southerly direction, and on the north side of the streets running east and west or in an easterly and westerly direction. Odd numbers shall be on the west side of streets running north and south or in a northerly and southerly direction and on the south side of streets running east and west or in an easterly and westerly direction.

D. All owners or persons in charge of dwelling houses, buildings, or other structures within the corporate limits of the city shall, within 30 days from completion of construction, occupancy, or building modification or alteration of any residential units, obtain the proper numbers for all dwelling houses, buildings, or other structures of which they are the owners or are in charge and procure at his or their cost suitable metal tags or number plates not less than three inches in height and of uniform size and shape to be prescribed by the city building official, and affix the metal tags or number plates to all houses, buildings, or other structures of which they are owners or are in charge.

E. No persons shall tear down, destroy or remove any number or plate thus affixed to any of said buildings without permission of the city building official. [Ord. 581 § 4, 2007; Ord. 259 § 4, 1987.]

Chapter 12.10**PORT ST. NICHOLAS ROAD
MAINTENANCE AND IMPROVEMENT
AND ROAD MAINTENANCE AND
IMPROVEMENT FEE –
EXTRATERRITORIAL**

Sections:

- 12.10.010 Road maintenance and improvement fee.
- 12.10.020 Fee set.
- 12.10.030 Use of fee.
- 12.10.040 Annual maintenance report – Plan of work.
- 12.10.050 Prohibition applied to delinquent properties.
- 12.10.060 Notices to owner.
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- 12.10.080 Appeal – Judicial review.
- 12.10.090 Definition.

Code reviser's note: Section 3 of Ord. 719 provides that the provisions of this chapter become effective July 1, 2019.

12.10.010 Road maintenance and improvement fee.

A. The owner of record of any lot or property intersecting with the Port St. Nicholas Road, or any lot or tract that lies within 350 feet of the Port St. Nicholas Road, shall pay to the city of Craig a road maintenance and improvement fee.

B. Road maintenance and improvement fee bills shall be mailed by regular U.S. mail to property owners of record on a regular basis as established by the city council.

C. Each bill rendered shall be due when mailed. All bills not paid within 60 days of the mailing date shall be considered delinquent.

D. At any time after the account becomes delinquent, a notice of delinquency may be sent to the owner.

E. Upon delinquency, the city may lien the delinquent property in accordance with Chapter 1.20 CMC and provide notice of the lien to the owner of record. The city may seek to recover the delinquent fee and costs of collection, including attorney's fees, by any manner allowable by law.

F. This chapter applies to areas outside the city limits.

G. Each lot owner shall be responsible for providing the city of Craig with a valid mailing address. The city of Craig shall have no responsibility other than mailing to the last known address as provided by the lot owner. [Ord. 719 § 4, 2019.]

12.10.020 Fee set.

The annual road maintenance and improvement fee is set at 45 percent of costs reported in the annual maintenance report, divided by the number of lots and tracts subject to the fee; provided, that the aggregate dollar amount of the fee shall not exceed \$150.00 per lot or tract for any given year. [Ord. 719 § 4, 2019.]

12.10.030 Use of fee.

A. Fees collected under this chapter shall be held in a special revenue fund, subject to annual audit and reporting in the same manner as other special revenue funds maintained by the city.

B. Road maintenance and improvement fees collected will be appropriated from time to time by the city council to meet maintenance, repair, capital improvement, and operational costs of the Port St. Nicholas Road. Fees collected under this chapter shall not be used for the maintenance, repair, capital improvement, or operational costs of the city's water main within the Port St. Nicholas Road. [Ord. 719 § 4, 2019.]

12.10.040 Annual maintenance report – Plan of work.

A. The public works department shall prepare an annual maintenance report. The report shall include a description of all capital and maintenance activities performed within the road corridor during the course of the reporting period. The report shall also include an accounting of all fees collected and all expenses incurred during the reporting period. The proposed annual maintenance report shall be made available for a 30-day public review and comment period. At the conclusion of the 30-day comment period the city of Craig shall consider all comments received and report the same to the city council. The report shall be provided to the city council for public comment and consideration of adoption no later than 90 days following the end of the reporting period.

B. The public works department of the city shall prepare an annual plan of work and budget

estimating the work tasks and the capital and operational costs for the Port St. Nicholas Road. The annual plan of work may include road brushing, plowing, sanding, sweeping, striping, surfacing, grading, excavation, maintenance of culverts and drainage structures, repair and maintenance of asphalt and concrete, and all other tasks and costs reasonably related to operation, maintenance, and improvement of the road. The proposed plan of work shall be made available for a 30-day public review and comment period. At the conclusion of the 30-day comment period the city of Craig shall consider all comments received and report the same to the city council. The annual plan shall be presented to the city council for public comment and consideration of adoption no later than 180 days following the end of the reporting period. [Ord. 719 § 4, 2019.]

12.10.050 Prohibition applied to delinquent properties.

The city of Craig shall not approve or authorize installation of a new water service connection, where no service previously existed, to any property for which the fees required to be paid by the property owner of record under this chapter are delinquent. [Ord. 719 § 4, 2019.]

12.10.060 Notices to owner.

Notices from the city of Craig to the owner of record will be given in writing and either mailed to or delivered to the owner's last known address. Where conditions warrant in emergencies, the city may notify the owner verbally by telephone or messenger or by text message or e-mail. [Ord. 719 § 4, 2019.]

12.10.070 Notices from owner.

Notices from owners to the city shall be in writing and mailed to Craig City Hall or delivered to the office of the city clerk at Craig City Hall. [Ord. 719 § 4, 2019.]

12.10.080 Appeal – Judicial review.

A. An owner of record who receives a billing pursuant to CMC 12.10.010 may file a protest in writing to the city administrator within 30 days of the mailing of the bill in accordance with CMC 12.10.010. The protest shall state all of the factual and legal grounds for the protest and submit all

supporting documents to be considered by the city administrator in deciding the protest. Any outstanding bill for the road maintenance and improvement fee must be paid in full at the time of the filing of the protest. The failure to submit full payment of any outstanding bill shall result in the city clerk notifying the owner of record that the protest is incomplete and not in compliance with this provision and will not be considered by the city administrator. The decision of the city administrator shall be a final decision and shall be provided to the owner of record by certified mail.

B. Judicial review by the Superior Court, First Judicial District, at Prince of Wales Island, Alaska, may be had by filing a notice of appeal in accordance with Alaska Rules of Appellate Procedure 602(a)(2) no later than 30 days after the city's receipt of the return of service of the decision of the city administrator to the owner of record. [Ord. 719 § 4, 2019.]

12.10.090 Definition.

Except where otherwise defined in this chapter, "Port St. Nicholas Road" is defined as the 60-foot-wide road corridor beginning at the intersection of the city of Craig municipal boundary with the Port St. Nicholas Road, and ending at Station 278+89.57, a point 29.57' bearing S88°32'W of Point of Curvature No. 37 of the Port St. Nicholas Road, as shown on Sheet 11 of 14 of Plat 95-57, Ketchikan Recording District. [Ord. 719 § 4, 2019.]