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1      **CHAPTER 21.02: BOARDS, COMMISSIONS, AND MUNICIPAL**  
2      **ADMINISTRATION**

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3      **21.02.010      PURPOSE**

4      This chapter identifies the roles and responsibilities of appointed and elected boards and commissions  
5      and the duties of the municipal staff in the administration of this title.

6      **21.02.020      BOARDS AND COMMISSIONS GENERALLY**

7      **A.      Composition of Boards and Commissions**

8      **1.      Size of Appointed Bodies**

9      The planning and zoning commission, platting board, zoning board of examiners and  
10     appeals, urban design commission, and geotechnical advisory commission shall each  
11     consist of nine members. The board of adjustment shall consist of three members.

12     **2.      Qualifications for Appointive Office**

13     Members of appointed boards and commissions shall be qualified in accordance with  
14     AMC section 4.05.035 and shall also meet any other qualifications for membership to  
15     specific boards and commissions set forth in this chapter.

16     **3.      Board and Commission Appointment and Confirmation**

17     a.      Appointments to boards and commissions within the scope of this chapter shall  
18        be made by the mayor and confirmed by the assembly in accordance with the  
19        rules set forth in section 5.07(b) of the *Anchorage Municipal Home Rule Charter*  
20        and AMC section 4.05.030.

21     b.      When transmitting to the assembly for confirmation the name of appointees to  
22        the boards or commissions within the scope of this chapter, the mayor shall  
23        cause a notice of a ten-day comment period inviting public comment on the  
24        qualifications of such appointees to be published in a newspaper of general  
25        circulation in the municipality. The notice shall advise that comments shall be in  
26        writing and filed with the municipal clerk. Upon receipt, the municipal clerk shall  
27        forward comments received to the mayor and the assembly. The assembly shall  
28        not take action on any appointment to the named boards or commissions until  
29        after the close of the public comment periods.

30     **B.      Conduct of Boards and Commissions**

31     This subsection sets forth procedures that apply, unless otherwise indicated, to all boards and  
32     commissions within the scope of this chapter.

33     **1.      Absence of Member**

34     Any member of an appointed board or commission anticipating an absence from a  
35        meeting of their board of commission shall so advise the chair or secretary prior to the  
36        meeting.

37     **2.      Agenda**

38     Each board and commission shall adopt a general agenda order for all meetings. The  
39        specific agenda for each regular meeting of a board or commission shall be prepared by  
40        the secretary and shall be distributed to each member at least seven days prior to the  
41        meeting, except for special meetings, the procedure for which is set forth in AMC section  
42        1.25.015.

1           **3. Meeting Time and Location**

2           Each board and commission shall establish a regular meeting time and location for  
3           regularly scheduled meetings, and shall adopt procedures for publicizing changes to such  
4           time and location when necessary, pursuant to AMC section 4.05.090.

5           **4. Officers**

6           Each board and commission shall have a chair and a vice-chair, pursuant to AMC section  
7           4.05.070; shall establish procedures for the selection of such officers; and shall adopt  
8           rules assigning the duties of such officers.

9           **5. Code of Ethics**

10          In addition to and amplifying the provisions of AMC chapter 1.15, the planning and zoning  
11         commission, the platting board, the urban design commission, the board of adjustment,  
12         and the zoning board of examiners and appeals and their members, in the performance  
13         of their quasi-judicial, adjudicatory responsibilities in all matters before them, including all  
14         matters which their members should reasonably know or expect to come before them,  
15         shall:

16           a. Make their decisions solely on the applicable law and the evidence in the record  
17           presented to the panel through the clerk or secretary of the board or commission  
18           or, when permitted, submitted to the panel in an open hearing on the record;

19           b. Be impartial in fact and in appearance in the performance of their functions,  
20           which means that the panel and its members shall make their decisions without  
21           any personal or financial bias, prejudice, or partiality with respect to any person,  
22           party, or principle of law; and

23           c. Conduct their proceedings according to the applicable procedures provided by  
24           law.

25           **6. Conflict of Interest**

26           a. No member of an appointed board or commission under this chapter shall  
27           participate in any decision in which the board or commission determines either  
28           that such member has a conflict of interest, as defined in AMC section 3.60.070;  
29           or that such member has a personal interest or involvement in the case that  
30           would prevent that member from fairly evaluating the case; or that, based on all  
31           surrounding circumstances, participation by such member would create the  
32           appearance of impropriety in the proceedings. All members shall abide by the  
33           code of ethics at AMC chapter 1.15.

34           b. The determination shall take into consideration the interest of the public in boards  
35           and commissions that have familiarity with the community and its past and future  
36           development. No member shall be excused from participation solely on the basis  
37           of personal familiarity with the case or the parties involved.

38           c. Any member who has a possible conflict of interest in a pending matter shall  
39           bring this information to the attention of the chair before the staff begins its  
40           presentation or as soon thereafter as the member recognizes his or her possible  
41           conflict. It shall be the responsibility of each member to fully disclose facts  
42           showing any known conflict of interest or other personal interest or involvement.

43           d. Immediately upon discovering the existence of any conflict of interest prohibited  
44           by this subsection 6., the municipal code, or any state law applicable to local  
45           government officials, the board or commission member shall fully disclose on the  
46           record in open session of the board or commission the nature of and the facts

1 creating the conflict and shall be disqualified from any participation in or  
2 communications with other members of the board or commission on the matter  
3 with which a conflict exists.

- 4           e. Upon the affirmative vote of a majority of all remaining board or commission  
5 members present, a member who has a possible conflict of interest in a matter  
6 for decision may participate in the discussion of that matter and the decision  
7 upon that matter. Such vote shall be recorded on the public record.  
8           f. Any member found by the board or commission to have a conflict of interest with  
9 regard to a particular matter shall not participate in any manner in that matter.

10          7. **Ex Parte Contacts Prohibited**

- 11           a. The intent of this subsection is to ensure that applicants in quasi-judicial  
12 proceedings required under this title receive fair and impartial hearings. For  
13 purposes of this subsection, the term "quasi-judicial" applies to any proceeding in  
14 which the assembly or a board or commission is required to investigate facts,  
15 ascertain the existence of facts, hold hearings, weigh evidence and draw  
16 conclusions, and exercise discretion of a judicial nature.  
17           b. As established by AMC section 3.60.065, members of boards and commissions  
18 acting in a quasi-judicial capacity shall refrain from permitting ex parte contacts  
19 or communications with any person regarding any matter pending before or  
20 which may be reasonably expected to be pending before them.  
21           c. If a member of a board or commission, acting in their quasi-judicial capacity,  
22 obtains information outside of the public hearing process, whether through  
23 inadvertent ex parte communications with interested parties or through specific  
24 personal knowledge of a case, they shall fully disclose the information or  
25 knowledge to the board or commission during the public hearing, along with the  
26 source of that information.  
27           d. Such ex parte communications or personal knowledge of a case shall not  
28 constitute a conflict of interest or other basis for excuse from participation in any  
29 case. Ex parte contacts shall be also prohibited for matters under  
30 reconsideration by the board.  
31           e. The prohibition against ex parte contacts remains in effect as long as a matter  
32 may reasonably be expected to come before the board or commission, until after  
33 all appeals and remands for further consideration and reconsideration have  
34 concluded, or the time for such proceedings has expired.  
35           f. As part of the gathering of evidence to make a quasi-judicial decision under this  
36 title, a board or commission may visit the site of a development application.  
37           i. Such a site visit shall not constitute a formal hearing, and members shall  
38 not discuss the case during the visit, unless a quorum of the board or  
39 commission is present and a duly noticed hearing is opened pursuant to  
40 the rules of the board or commission.  
41           ii. A member may visit a development site individually, or a group of  
42 members that does not constitute a quorum may visit the site. In such  
43 cases, such member(s) shall report the visit to the other members of the  
44 board or commission prior to the case hearing. Such a report is not

1                   necessary if a quorum of the members of a board or commission attend  
2                   the site visit.

3                   **8. Consent Agenda**

4                   Any appointed board or commission within the scope of this chapter may establish a  
5                   consent agenda. The consent agenda shall consist of all matters brought before the  
6                   board or commission for action that do not require a public hearing. All items on the  
7                   consent agenda shall be approved by motion without debate. An item may be removed  
8                   from the consent agenda prior to the approval at the request of any member of the board  
9                   or commission present at the meeting. Items removed from the consent agenda shall be  
10                  taken up after voting on the consent agenda, as appropriate.

11                  **9. Meetings Open to Public**

12                  All meetings of the appointed boards and commissions under this chapter shall be open  
13                  to the public except when executive session is authorized as provided in AMC section  
14                  4.05.100. Except for votes required to be taken to organize a board or commission, all  
15                  votes shall be conducted in such a manner that the public may know the vote of each  
16                  person entitled to vote.

17                  **10. Quorum – Official Action**

- 18                  a. A majority of the full membership of the board or commission shall constitute a  
19                  quorum for the transaction of business, as provided in AMC section 4.05.080.
- 20                  b. Action by the board or commission shall require the favorable vote of a majority  
21                  of the full membership of the board or commission, less those members excused  
22                  for conflict of interest.

23                  **11. Removal of Member**

24                  A member of a board or commission within the scope of this chapter may be removed  
25                  from office in the following circumstances:

- 26                  a. If the member is found by the board of ethics to have participated in any matter  
27                  with a conflict of interest therein; or
- 28                  b. If the member fails to meet the attendance requirements set forth in AMC section  
29                  4.05.060; or
- 30                  c. If the office becomes vacant pursuant to section 7.01 of the municipal charter,  
31                  *Determining Vacancies*.

32                  In such cases, the member shall automatically cease to be a member of his or her board  
33                  or commission and a vacancy shall exist.

34                  **12. Public Hearings**

35                  a. **Record of Proceedings**

36                  A recording shall be made of each public hearing. The secretary shall record the  
37                  minutes. The minutes shall include each decision of the board or commission,  
38                  with findings made and the vote of each member for the respective decision. A  
39                  copy of the minutes shall be signed by the secretary and submitted to the board  
40                  or commission for approval.

41                  b. **Testimony and Cross Examination**

- 42                  i. Testimony of persons appearing before the board or commission shall be  
43                  limited as follows: applicant (including all his/her representatives), ten  
44                  minutes; representatives of groups, five minutes; individuals, three

1                   minutes. The applicant may reserve part of his or her time for rebuttal at  
2                   the end of the public hearing. The board or commission may extend the  
3                   time period for any person where it deems the additional testimony to be  
4                   new and necessary to its decision on the case. The chair may exclude or  
5                   terminate testimony not deemed to be relevant to the case before the  
6                   board or commission.

7                   ii. Cross examination shall be permitted only through the chair. Municipal  
8                   staff and members of the board or commission may, through the chair,  
9                   question the applicant and other persons who have testified. Any  
10                  interested party may direct questions to the staff or any person testifying  
11                  by submitting the question to the chair. The chair shall redirect the  
12                  question to the appropriate person unless he/she determines it to be  
13                  irrelevant or that presenting the question will unreasonably disrupt or  
14                  delay the proceeding. The chair may modify or restrict the scope, extent,  
15                  or method of cross examination in order to assure the fundamental  
16                  fairness of the proceedings before the board or commission, or to  
17                  prevent undue delay, irrelevant cross examination, or harassment of  
18                  persons offering testimony to the board or commission.

19                  c. **Subpoenas**  
20                  All parties shall have the right to subpoena witnesses and documents using a  
21                  form provided by the municipal clerk and submitted to the clerk for issuance at  
22                  least five working days before the date of the hearing.

23                  d. **Representatives**  
24                  Persons appearing before a board or commission may appear in person or  
25                  through a personal representative or attorney. The representative shall provide  
26                  satisfactory proof of his or her authority upon the request of the board or  
27                  commission.

28                  13. **Reconsideration**  
29                  a. **Immediate Reconsideration at a Board or Commission Meeting**  
30                  A member of a board or commission within the scope of this chapter may move  
31                  to reconsider or rehear a decision made pursuant to this title by that board or  
32                  commission, at the meeting during which such a decision was made, so long as  
33                  such member voted on the prevailing side in the original decision.

34                  b. **Notice of Reconsideration within 24 Hours**  
35                  A member of a board or commission within the scope of this chapter may file  
36                  notice of reconsideration with the secretary within 24 hours of the original vote,  
37                  not counting Saturdays, Sundays, or municipal holidays, so long as such  
38                  member voted on the prevailing side in the original decision. The notice of  
39                  reconsideration shall be considered as a special order of business at the next  
40                  regular meeting. If the member who filed notice of reconsideration is not in  
41                  attendance at the next regular meeting, there shall be no reconsideration of the  
42                  decision.

43                  14. **Resolutions**  
44                  All recommendations and decisions made by boards and commissions under this title  
45                  shall be made by written resolution and shall include precise findings and conclusions  
46                  made, per subsection 21.03.020N, *Decision*. Resolutions shall be numbered  
47                  consecutively within each year, according to sequence of approval and shall be signed by  
48                  the chair and the secretary. The motion adopting the resolution shall show the vote of  
49                  each member.

1           **15. Secretary**

2           The director shall be the secretary of each appointed board and commission in this  
3           chapter. The secretary shall keep a record of all meetings of each board or commission  
4           and shall keep such files as may be required.

5           **16. Applicability of Other Provisions**

6           The provisions of this section 21.02.020 shall not be a limitation on more restrictive rules  
7           regarding the conduct of boards and commissions set forth elsewhere in the Anchorage  
8           municipal code or within this chapter specifically.

9           **21.02.030 ASSEMBLY**

10          **A. Powers and Duties**

11          The assembly of the municipality, constituted in accordance with the provisions of Article IV of the  
12          *Anchorage Municipal Home Rule Charter* and other applicable laws, shall have the following  
13          responsibilities to be carried out in accordance with the terms of this title.

14          1. The assembly has decision-making authority over the following:

- 15           a. Alcohol approvals—retail sales;
- 16           b. Comprehensive plan amendments (substantive and cosmetic);
- 17           c. Institutional master plans;
- 18           d. Neighborhood or district plans;
- 19           e. School site selections;
- 20           f. Rezonings (zoning map amendments), to include overlay districts;
- 21           g. Title 21 text amendments; and
- 22           h. Appeals on public facility site selections.

23          2. The assembly shall:

- 24           a. Adopt policies, plans, design guidelines, and ordinances to implement the  
25           municipal function of planning for the economic, social, and land use needs of  
26           the community.
- 27           b. Take any other action not delegated to the planning and zoning commission,  
28           platting board, zoning board of examiners and appeals, board of adjustment,  
29           urban design commission, or municipal staff, as the assembly may deem  
30           desirable and necessary to implement the provisions of this title.
- 31           c. Exercise such other powers, and perform such other duties, as are provided by  
32           law.

33          **B. Rules of Procedure**

34          1. In its exercise of authority over title 21 cases, the assembly shall adhere to any  
35           applicable procedures specified in chapter 21.03, *Review and Approval Procedures*.

- 1           2. The rules of the assembly and conduct of hearings shall be as established under AMC  
2 title 2.
- 3           3. Where the procedures of this title grant authority to review and/or make  
4 recommendations on a land use matter to a board or commission subordinate to the  
5 assembly, the assembly shall not take final action until it has received and taken notice of  
6 the review comments and recommendations of such subordinate body or bodies, except  
7 that the assembly may take final action before receiving review comments and  
8 recommendations of subordinate bodies if a motion to do so is approved by at least two-  
9 thirds of the total membership of the assembly.

10          **21.02.040 PLANNING AND ZONING COMMISSION**

11          **A. Powers and Duties**

12          As authorized by section 12.02 of the *Anchorage Municipal Home Rule Charter* and AMC section  
13 4.40.100, there shall be a planning and zoning commission, which shall have the following  
14 responsibilities to be carried out in accordance with the terms of this title.

- 15          1. The planning and zoning commission shall make a recommendation to the assembly on  
16 the following:
- 17           a. Comprehensive plan amendments (substantive and cosmetic);  
18           b. Institutional master plans;  
19           c. Neighborhood or district plans;  
20           d. School site selections;  
21           e. Rezonings (zoning map amendments), to include overlay districts; and  
22           f. Title 21 text amendments.
- 23          2. The planning and zoning commission has decision-making authority over the following:
- 24           a. Conditional uses;  
25           b. Public facility site selections (except schools);  
26           c. Variances from the provisions of subsection 21.05.040K., *Telecommunication*  
27 *Facilities*, and section 21.07.050, *Utility Distribution Facilities*; and  
28           d. Preliminary plats, when a conditional use creates a subdivision or requires the  
29 vacation of a dedicated public area, and the commission directs in the conditional  
30 use approval that it shall act as the platting authority (21.03.080F.).
- 31          3. The planning and zoning commission shall:
- 32           a. Make a recommendation to the appropriate agency on new construction and  
33 reconstruction of streets of collector class or greater in the *Official Streets and*  
34 *Highways Plan*, and on public trail projects involving all trails for which any  
35 portion utilizes publicly-owned land, easements, or rights-of-way that are over  
36 one-half mile in length (21.03.190B.).

- 1           b. Develop, review, and make recommendations to the assembly regarding policies,  
2           plans, and ordinances to implement the municipal function of planning for the  
3           economic, social, and land use needs of the community.
- 4           c. Review and make recommendations to the assembly and school board regarding  
5           the annual capital improvement program of the municipality and school district.
- 6           d. Review and make recommendations to the mayor regarding the annual work  
7           program of the department. The director shall submit the annual work program  
8           to the commission for review before preparing the annual budget.
- 9           e. Promulgate regulations to implement or make specific the provisions of this title,  
10          except provisions of chapter 21.08, *Subdivision Standards*.
- 11          f. Exercise such other powers, and perform such other duties, as are provided by  
12          law.

13       **B. Recommended Qualifications**

14          At least four members of the commission should have professional experience in planning,  
15          architecture, landscape architecture, or law, as well as practical experience and knowledge of  
16          planning and/or real estate issues in the municipality.

17       **21.02.050 PLATTING BOARD**

18       **A. Powers and Duties**

19          As authorized by AMC section 4.40.110, there shall be a platting board, which shall have the  
20          following responsibilities to be carried out in accordance with the terms of this title.

21          1. The platting board has decision-making authority over the following:

- 22           a. Preliminary plats (except in those situations where a different board or  
23           commission acts as the platting authority—see subsections 21.03.080F., *Platting*  
24           for *Conditional Uses*, and 21.03.180F., *Platting for Site Plans*);
- 25           b. Final plats, when they differ from preliminary plats;
- 26           c. Unified development plats, when not included in a large commercial  
27           establishment site plan review;
- 28           d. Vacations of plats and rights-of-way, where the platting board is the platting  
29           authority (see subsection 21.03.230C.);
- 30           e. Variances from the provisions of chapter 21.08, *Subdivision Standards*;
- 31           f. Appeals of land use permits issued under subsection 21.03.100E, *Improvements*  
32           *Associated with Land Use Permits*; and
- 33           g. Appeals of record of survey maps.

34          2. The platting board shall:

- 35           a. Promulgate regulations to implement or make specific the provisions of chapter  
36           21.08, *Subdivision Standards*.

- 1                   b.     Review and make recommendations to the planning and zoning commission  
2                    regarding all proposed amendments to chapter 21.08, *Subdivision Standards*.
- 3                   c.     Authorize extensions of subdivision agreements as provided in section  
4                    21.08.060C., *Time Limit for Completion of Improvements*.
- 5                   d.     Exercise such other powers, and perform such other duties, as are provided by  
6                    law.

7           **B. Recommended Qualifications**

8           At least four members of the platting board should have professional experience in engineering,  
9           surveying, law, real estate, and/or construction.

10          **21.02.060       ZONING BOARD OF EXAMINERS AND APPEALS**

11          **A. Powers and Duties**

12          As authorized by AMC section 4.40.130, there shall be a zoning board of examiners and appeals,  
13          which shall have the following responsibilities to be carried out in accordance with the terms of  
14          this title.

- 15           1.     The zoning board of examiners and appeals has decision-making authority over the  
16            following:
  - 17            a.     Appeals pursuant to subsection 21.03.040B.;
  - 18            b.     Variances from all provisions of this title except subsection 21.05.040K.,  
19            *Telecommunication Facilities*; section 21.07.050, *Utility Distribution Facilities*;  
20            chapter 21.08, *Subdivision Standards*; and chapter 21.11, *Signs*;
  - 21            c.     Overcoming presumption of abandonment pursuant to subsection 21.12.030E.;  
22            and
  - 23            d.     Time extensions for amortized signs, pursuant to subsection 21.12.070G.
- 24           2.     The zoning board of examiners and appeals shall:
  - 25            a.     Adopt general rules or make findings in specific cases regarding proposed  
26            changes of nonconforming uses, pursuant to section 21.12.030B., *Change of  
27            Use*.
  - 28            b.     Interpret or make specific the provisions of this title, except provisions of chapter  
29            21.08, *Subdivision Standards*.
  - 30            c.     Exercise such other powers, and perform such other duties, as are provided by  
31            law.

32          **B. Qualifications**

33          The zoning board of examiners and appeals shall include at least one attorney (preferably with  
34          land use experience), at least one surveyor, and at least one civil engineer; and should include at  
35          least one architect and one person with practical experience and knowledge of planning.

1   **21.02.070      BOARD OF ADJUSTMENT**

2   **A.      Powers and Duties**

3                 As authorized by section 5.07 of the *Anchorage Municipal Home Rule Charter* and AMC section  
4                 4.05.020, there shall be a board of adjustment, which shall have the responsibilities set forth in  
5                 subsection 21.03.040A.1., to be carried out in accordance with the terms of this title.

6   **B.      Composition**

7                 There shall be a three-member board of adjustment with two alternates, whose members are  
8                 nominated by the mayor and confirmed by the assembly for three-year staggered terms. The  
9                 board's seats shall be designated seats 1, 2, and 3.

10   **C.      Qualifications**

11                 The board of adjustment shall include at least one attorney and at least one person with practical  
12                 experience and knowledge of planning.

13   **21.02.080      URBAN DESIGN COMMISSION**

14   **A.      Powers and Duties**

15                 There shall be an urban design commission, which shall have the following responsibilities to be  
16                 carried out in accordance with the terms of this title.

17                 1.         The urban design commission has decision-making authority over the following:

18                     a.         Major site plan reviews;

19                     b.         Landscaping and streetscape and pedestrian facilities for streets of collector  
20                 classification or greater in the *Official Streets and Highways Plan*, and for trail  
21                 projects involving all trails for which any portion utilizes publicly-owned land,  
22                 easements, or rights-of-way that are over one-half mile in length;

23                     c.         Preliminary plats, when a major site plan review creates a subdivision or requires  
24                 the vacation of a dedicated public area, and the commission directs in the major  
25                 site plan approval that it shall act as the platting authority (21.03.180F.);

26                     d.         Unified development plats, where the site plan includes a large commercial  
27                 establishment;

28                     e.         Variances from the provisions of chapter 21.11, *Signs*;

29                     f.         Appeals of administrative site plan reviews; and

30                     g.         Appeals of the director's decision regarding subsection 21.12.060B., *Bringing  
31                 Characteristics Into Compliance*.

32                 2.         The urban design commission shall:

33                     a.         Advise the mayor, assembly, and planning and zoning commission regarding  
34                 urban design, northern climate design, and winter city design matters, including  
35                 design-related amendments to the comprehensive plan and title 21.

- 1           b.     Review and make recommendations regarding any entitlement requests, in  
2           accordance with authority delegated by the planning and zoning commission or  
3           platting board under this title.
- 4           c.     Determine eligibility for a proposed neighborhood conservation overlay district,  
5           assist in the preparation of a neighborhood conservation plan, and make a  
6           recommendation regarding the plan to the planning and zoning commission,  
7           pursuant to section 21.04.070D.
- 8           d.     Perform those duties stated in title 7, relating to the art funding requirements for  
9           public buildings and facilities.
- 10          e.     Designate historic signs pursuant to subsection 21.12.070F.
- 11          f.     Exercise such other powers, and perform such other duties, as are provided by  
12           law.

13       **B. Recommended Qualifications**

14       At least four members of the urban design commission should have professional experience in  
15       architecture, planning, landscape architecture, horticulture, engineering, or practical experience  
16       and knowledge of design issues in the municipality.

17       **21.02.090 GEOTECHNICAL ADVISORY COMMISSION**

18       **A. Powers and Duties**

- 19           1.     The geotechnical advisory commission shall serve as a technical advisory board in the  
20           municipality as established in AMC section 4.50.050.
- 21           2.     The commission shall act in an advisory capacity to the assembly, the mayor, boards,  
22           commissions, and heads of municipal departments and agencies, and shall have the  
23           following responsibilities:
  - 24           a.     To make recommendations and give advice on geotechnical engineering issues  
25           and natural hazards risk mitigation.
  - 26           b.     To recommend and review special studies relating to geotechnical engineering  
27           and natural hazards risk mitigation issues.
  - 28           c.     To act in an advisory capacity regarding proposed development located in high  
29           or moderate snow avalanche hazard zones, in areas designated with high or very  
30           high susceptibility to seismically induced ground failure, and in areas susceptible  
31           to other natural hazards.

32       **B. Qualifications**

33       At least four members of the geotechnical advisory commission shall possess professional civil  
34       engineering registration in the state of Alaska and have knowledge of past studies of the natural  
35       hazards affecting the municipality. The remaining members shall have skills and experience that  
36       complement the overall mission of the commission (e.g., structural engineering, geology,  
37       hydrology, seismology, planning).

1   **21.02.100      MUNICIPAL STAFF**

2   Municipal departments shall have the review and decision-making responsibilities set forth in this title, to  
3   be carried out in accordance with the terms of this title. The departments also shall have such additional  
4   powers and duties as may be set forth in other ordinances, rules, and operating procedures of the  
5   municipality.