



# Municipality of Anchorage

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## Policy AG.03

### Pre-Approval of Plans

The following policy will apply to plans which have already received plan review approval under a separate permit. At future permit submissions, such plans will qualify as "pre-approved" if the subsequent submissions meet **all** of the following requirements:

1. Minor changes may be handled on a case-by-case basis by the plan reviewer using the change order process based on hourly fees.
2. Plans must be the **same** as the "pre-approved" set. Plans may include cosmetic and non-structural alterations. Structural (gravity and lateral) systems cannot be altered in any way. (Mirror image or rotation on the lot still qualify as "pre-approved.")
3. Plans must conform to current codes. Previously pre-approved plans that fall under previous codes must be updated to current codes.
4. The new permit submission must be complete and must include all information that would be required if the structure were not "pre-approved." (Plans, calculations, soils information, etc.)
5. "Pre-approval" **does not apply** if the new location is in a higher hazard zone, an engineered foundation system is required, or higher seismic or wind loads are required.
6. Pre-approval applies only to architectural and structural - each permit submission requires a separate zoning review.
7. Building Safety will complete residential review within 4 working days or less. Comments or permit will be available on day 4 at the latest. Day of submission will count as day one if submittal is made before noon. Commercial reviews will be completed within half the standard review time.
8. The plan review fee will be calculated at 60% of the standard plan review fee. Building permit fee will remain unchanged.
9. Each drawing sheet must be reviewed and approved by the engineer/designer. A statement representing the following shall appear on each sheet of drawings:

*"I performed the structural design calculations for this building under a previous permit and reviewed this set of drawings for conformance to the design calculations. These drawings meet the Municipality of Anchorage requirements for pre-approved plans as described in Policy 30"*

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Designer

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Date

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Ron Thompson, Building Official

Date: April 17, 2006

(Ref: 95-02, 97-03, 99-05, 01-03; 06-03)