



Application Flowchart for:
Alcohol License & Special Land Use Permit (SLUP)

**Municipality of Anchorage
Municipal Clerk's Office**
632 W 6th Ave., Ste. 250
Anchorage, AK 99501
MuniLicenses@anchorageak.gov
www.muni.org/licensing

**Apply for a State
Alcohol License**



Possibly Apply for SLUP (Special Land Use Permit)

- Contact Planning Dept to determine if a SLUP is required
- If a SLUP is required, apply early!

Planning Department reviews Special Land Use Requirements

If you do require a SLUP, a separate application is processed by the Planning Dept. *However, Assembly approval is still required.*

If you have SLUP questions, please contact Planning

AMCO (Alcohol & Marijuana Control Office) sends “**deemed complete**” applications for State Alcohol Licenses to the Municipal Clerk’s Office. *Upon receipt* of the application, the Clerk’s Office:

- sends a courtesy notice to the relevant Community Council (Council may then request a protest/hearing)
- distributes the license application to the following Municipal Departments for review:

- Anchorage Fire Dept (AFD)
- Anchorage Health Dept (AHD)
- Building Safety
- Land Use Enforcement (LUE)
- Treasury Division
- Planning Department

**These Muni Departments
conduct inspections &
reviews and provide a
certification of completion**

You will need to resolve any deficiencies

If deficiencies **are not** resolved prior to the deadline,
certification is not obtained & a protest is recommended

The Clerk’s Office compiles ALL department reviews & certifications and:

- submits a recommendation to the Assembly either for **approval** or for **protest** of a license
- sends a notice of Assembly action & meeting info to applicant and Community Council

**If Planning determines a SLUP is
required, the license will be
protested & a separate AR for the
SLUP will require Assembly approval
(including a separate public hearing)**

Anchorage Assembly Review:

The application recommendation is reviewed by the Assembly at a Regular Meeting as *either* a:

Assembly Resolution (AR)
(Protest – Public Hearing will be held)

Assembly Memorandum (AM)
(Approval – waive of protest)

- Applicant may speak on the protest
 - Community Council may speak on protest
- Assembly may protest and/or recommend conditions

You will need to resolve deficiencies for lift of protest

Once the Municipal Clerk receives all pending certifications from Municipality’s reviewing departments, a protest lift notice is sent to AMCO

The Municipal Clerk will send a notice of waive of protest to AMCO

You’re good to go!
Contact AMCO for issuance of your license