

ANCHORAGE, ALASKA

AO NO. 98-141(S)

3-23-99 Postponed indefinitely

1 AN ORDINANCE OF THE MUNICIPALITY OF ANCHORAGE CREATING A BOARD OF
2 ADJUSTMENT PANEL SEPARATE FROM THE ASSEMBLY, RETAINING THE ASSEMBLY AS A
3 BOARD OF ADJUSTMENT PANEL WITH LIMITED JURISDICTION AND DELINEATING THE
4 RESPECTIVE DUTIES, RESPONSIBILITIES, POWERS AND JURISDICTION WITH RESPECT TO
5 APPEALS TO THE BOARD OF ADJUSTMENT.

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7
8 THE ANCHORAGE ASSEMBLY ORDAINS:

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10 Section 1: Anchorage Municipal Code Section 21.10.030 is hereby amended as follows:

11
12 21.10.030 Board of Adjustment

13
14 A. There [IS] shall be a Board of Adjustment consisting of two panels one of which shall be the
15 Assembly and referred to herein as the Assembly Board of Adjustment. The panels of the
16 Board of Adjustment [WHICH] shall hear and decide appeals[:] from the Platting Board and
17 the Planning and Zoning Commission as specified in Chapter 21.30, provided, however,
18 appeals from the decision of a hearing officer under Sections 21.10.015 B. and 21.10.027
19 shall be heard by the Planning and Zoning Commission.

20
21 [1. FROM DECISIONS REGARDING THE APPROVAL OR DISAPPROVAL OF A
22 PLAT OR VARIANCE FROM THE PROVISIONS OF CHAPTERS 21.80
23 THROUGH 21.85;

24
25 [2. FROM DECISIONS REGARDING THE APPROVAL OR DISAPPROVAL OF
26 APPLICATIONS FOR CONCEPT OR FINAL APPROVAL OF CONDITIONAL
27 USES;

28
29 [IN ACCORDANCE WITH CHAPTER 21.30.

30
31 B. Both Board of Adjustment panels are quasi-judicial, adjudicatory boards which are
32 subject to the provisions of the Municipal Code of Ethics in Chapter 1.15. In addition,
33 both Board of Adjustment panels and their members shall:

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35 1. Make their decisions solely on the applicable law and the evidence in the record
36 presented to the panel through the Municipal Clerk or, when permitted,
37 submitted to the panel in an open hearing on the record;

38
39 2. Be impartial in fact and in appearance which means that the panel and its
40 members shall make their decisions without any actual or seemingly apparent
41 personal or financial bias, prejudice, prejudgment or partiality with respect any
42 person, party, or principle of law;

3. Conduct their proceedings according to the applicable procedures provided by law; and
4. Refrain from and not permit any *ex parte* contact or communication with any person regarding any matter pending before or which may be reasonably expected to be pending before the panel and report unavoidable *ex parte* contacts and communications to the full panel in open hearing on the record.

Ex parte contacts or communications are the receipt, either directly or indirectly, of verbal, visual or written communications outside a duly noticed, open hearing on the record at which all parties and all panel members have an opportunity to be present.

[THE BOARD OF ADJUSTMENT SHALL BE:

- [1 THE ASSEMBLY FOR APPEALS FROM THE PLATTING BOARD AND THE PLANNING AND ZONING COMMISSION;
- [2 THE PLANNING AND ZONING COMMISSION FOR APPEALS FROM THE HEARING OFFICER.]

Section 2: Anchorage Municipal Code Section 21.10.035 is hereby amended as follows:

21.10.035 Boards and Commissions - Composition and Organization.

A. *Composition.* The Planning and Zoning Commission, Urban Design Commission, Platting Board, [AND] Zoning Board of Examiners and Appeals and the non-Assembly panel of the Board of Adjustment shall each consist of nine members.

- 1 Seats on the non-Assembly panel of the Board of Adjustment are hereby designated as Seat 1. through Seat 9. Except for Seat 9., appointments to the Board of Adjustment shall be based on professional qualifications with significant experience in the practice of either real estate law or land use law, land use planning and regulation or real estate sales or development as follows:

- a. Board of Adjustment Seats number 1. through 4. shall be qualified attorneys licensed in Alaska, Seats 5. and 6. shall be persons qualified with at least technical degrees in land use planning and regulation, Seats 7. and 8. shall have degrees or professional certificates in real estate sales or development and Seat 9. shall be a member of the public not engaged in or associated with the real estate industry.

B. The Director of the Department of Economic Development and Planning or a designee shall act as secretary to the Planning and Zoning Commission, Platting Board, Zoning Board of Examiners and Appeals, and Urban Design Commission. The Municipal Clerk or the Clerk's designee shall act as clerk to the Board of Adjustment.

- 1
2 C. *Rules of procedure.* The planning and zoning commission, platting board, zoning board of
3 examiners and appeals, Board of Adjustment and urban design commission may each
4 promulgate regulations to establish rules of procedure for the conduct of its business, in
5 accordance with the provisions of chapter 3.40. If rules of procedure adopted under this
6 subsection conflict with chapter 3.60, the rules of procedure shall govern.
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8 **Section 3:** Anchorage Municipal Code section 21.30.090 is hereby amended to read as follows:
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10 **21.30.090** **Scope of review.**
11

- 12 A. The Board of Adjustment shall hear an appeal solely on the basis of the record established
13 before the lower administrative body, the notice of appeal, and the parties' written
14 arguments.
15
16 B. [REDACTED] Board of Adjustment may exercise its independent judgment on legal issues
17 raised by the appellant. The term "legal issues," as used in this section, means those matters
18 that relate to the interpretation or construction of ordinances or other provisions of law.
19
20 C. The Board of Adjustment shall [, UNLESS IT SUBSTITUTES ITS INDEPENDENT
21 JUDGMENT PURSUANT TO SUBSECTION D OF THIS SECTION,] defer to the
22 judgment of the lower administrative body regarding disputed issues or findings of fact.
23 Findings of fact adopted expressly or by necessary implication by the lower administrative
24 body may be considered as true if they are supported in the record by substantial evidence.
25 The term "substantial evidence," for the purpose of this section, means such relevant
26 evidence as a reasonable mind might accept as adequate to support a conclusion. If the record
27 affords a substantial basis of fact from which the fact in issue may be reasonably inferred,
28 it shall be considered that the fact is supported by substantial evidence.
29
30 [D. NOTWITHSTANDING THE PROVISIONS OF SUBSECTION C OF THIS SECTION,
31 THE BOARD OF ADJUSTMENT MAY, BY AN AFFIRMATIVE VOTE OF TWO-
32 THIRDS OF THE FULLY CONSTITUTED BOARD, SUBSTITUTE ITS INDEPENDENT
33 JUDGMENT FOR THAT OF THE LOWER ADMINISTRATIVE BODY ON ANY
34 DISPUTED ISSUES OR FINDINGS OF FACT. SUCH JUDGMENT MUST BE
35 SUPPORTED ON THE RECORD BY SUBSTANTIAL EVIDENCE. FOR THE PURPOSE
36 OF THIS SUBSECTION, THE FULLY CONSTITUTED BOARD OF ADJUSTMENT
37 SHALL NOT INCLUDE THOSE MEMBERS WHO DO NOT PARTICIPATE IN THE
38 APPEAL IN ACCORDANCE WITH THE PROVISIONS OF SECTION 21.30.170.]
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40 (AO No. 73-76; AO No. 88-29)
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42 **Section 4.** Anchorage Municipal Code chapter 21.30 is hereby amended by adding a new section 21.30.110
43 to read as follows:
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21.30.110 Assembly Board of Adjustment

A. *Scope of Review and Jurisdiction.* Notwithstanding other provisions of this chapter, the Assembly, sitting as a panel of the Board of Adjustment, upon application of a party to an appeal to the Board of Adjustment, may substitute its independent judgment for that of the lower administrative body on any disputed issues or findings of fact and decision. Such judgment must be supported on the record by substantial evidence.

1. The Assembly Board of Adjustment shall not hear, consider or decide an appeal to substitute its judgment until a final, written decision has been rendered by the non-Assembly Board of Adjustment or all parties have waived, in a signed writing filed with the Municipal Clerk dated not earlier than the notice of appeal, all legal, constitutional and procedural allegations of error by the lower body.
2. The term "substantial evidence," for the purpose of this section, means such relevant evidence as a reasonable mind might accept as adequate to support a conclusion. If the record affords a substantial basis of fact from which the fact in issue may be reasonably inferred, it shall be considered that the fact is supported by substantial evidence.
3. The Assembly shall not exercise any powers or authority or have any other jurisdiction of the Board of Adjustment except as provided in this subsection A. and such powers and authority as are necessary and directly incident to the exercise thereof.
4. All references in this Code, the Anchorage Municipal Code of Regulations and all documents and briefs filed by in an appeal under this chapter to the Assembly sitting as a Board of Adjustment panel shall always refer to such panel as the Assembly Board of Adjustment. References just to the Board of Adjustment shall mean the non-Assembly Board of Adjustment.

B. All provisions of this chapter applicable to Board of Adjustment appeals, procedures, decisions, and judicial appeals, except sections 21.30.090 through 21.30.100 inclusive, shall apply to appeals to the Assembly Board of Adjustment, provided however, that

1. Parties to an appeal seeking a substitution of judgment by the Assembly Board of Adjustment under the authority of this section shall:
 - a. Separately identify and specify with particularity the reasons and legal basis for seeking a substitution of judgment by the Assembly Board of Adjustment; and
 - b. File under separate cover, briefs and other documents relevant to substitution of judgment which shall be restricted solely to a substitution of judgment under this section without reference to or argument concerning alleged errors in the lower body's or the non-Assembly Board of Adjustment's decision; and

2. The scope of review, decision and remedies applicable to the Assembly Board of Adjustment shall be governed by this section.

C. *Decision.* The Assembly Board of Adjustment may substitute its judgment for the lower body solely on the basis of the record on appeal and the briefs of the parties to the appeal, in accordance with the standards of section 21.30.090.

1. The decision to substitute its judgment shall be by an affirmative vote of two-thirds of the fully constituted Assembly. The Assembly Board of Adjustment may, in its sole discretion, decline to exercise its authority with or without a statement of reasons.

a. For the purpose of this section the fully constituted Assembly shall be the total number of assembly members authorized by the Charter, but shall not include those members who do not participate in the proceedings in accordance with section 21.30.170.

2. The decision of the Assembly Board of Adjustment substituting its judgment for the decision appealed from shall be in a form which finally disposes of the case on appeal and shall be based upon findings and conclusions adopted by the Assembly Board of Adjustment.

3. Such findings must be reasonably specific so as to provide the community, and, where appropriate, reviewing authorities, a clear and precise understanding of the reason for the Assembly Board of Adjustment's decision.

a. The Assembly Board of Adjustment may seek the assistance of the municipal staff in the preparation of findings.

Section 5. This ordinance shall become immediately after passage and approval by the Assembly, provided however, that all appeals filed with the Board of Adjustment prior to the effective date of this ordinance shall be heard by the Boards of Adjustment as constituted and according to the ordinances in effect prior to the effective date of this ordinance. All other appeals filed with the Board of Adjustment shall comply with the provisions of this ordinance.

PASSED AND APPROVED by the Anchorage Assembly this ____ day of _____, 1998.

Chair of the Assembly

ATTEST:

Municipal Clerk

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(in P n-
D Amy

Wohlfarth
Clementson

rec'd 12/08 @ 11 P (VC)
We voted on prevailing side

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DEC 09 1998
P.O. Box 196650
Anchorage, AK 99519-6650

**MUNICIPALITY OF ANCHORAGE
MUNICIPAL CLERK'S OFFICE
AGENDA DOCUMENT CONTROL SHEET**

AO 98-141(S)

(SEE REVERSE SIDE FOR FURTHER INFORMATION)

1	SUBJECT OF AGENDA DOCUMENT AN ORDINANCE CREATING A BD. OF ADJUSTMENT	DATE PREPARED	
	PANEL SEPARATE FROM THE ASSEMBLY ...	Indicate Documents Attached <input checked="" type="checkbox"/> AO <input type="checkbox"/> AR <input type="checkbox"/> AM <input type="checkbox"/> AIM	
2	DEPARTMENT NAME ASSEMBLY	DIRECTOR'S NAME FAY VON GEMMINGEN, CHAIR	
3	THE PERSON THE DOCUMENT WAS ACTUALLY PREPARED BY LEGAL DEPARTMENT	HIS/HER PHONE NUMBER 343-4545	
4	COORDINATED WITH AND REVIEWED BY	INITIALS	DATE
	Mayor		
	Municipal Clerk		
	Municipal Attorney		
	Employee Relations		
	Municipal Manager		
	Community Planning & Development		
	Finance, Chief Fiscal Officer		
	Heritage Land Bank		
	Management Information Systems		
	Office of Management & Budget		
	Property & Facility Management		
	Purchasing		
	Operations Manager		
	Cultural & Recreational Services		
	Fire		
	Health & Human Services		
	Merrill Field Airport		
	Municipal Light & Power		
	Police		
	Port of Anchorage		
	Public Transportation		
	Public Works		
	Solid Waste Services		
	Water & Wastewater Utility		
	Other		
5	SPECIAL INSTRUCTIONS/COMMENTS		
	LAI D ON THE TABLE ITEM - CONTINUED PUBLIC HEARINGS		
6	ASSEMBLY HEARING DATE REQUESTED 12-8-98	7	PUBLIC HEARING DATE REQUESTED 12-8-98

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