

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38

CLIENT'S OFFICE
AMENDED AND APPROVED
Date: 12-17-03

Submitted by: Chair of the Assembly at
the Request of the Mayor
Prepared by: Planning Department
For reading: November 4, 2003

Anchorage, Alaska
AO 2003-150

AN ORDINANCE AMENDING ANCHORAGE MUNICIPAL CODE TITLE 21 BY
AMENDING SUBSECTION 21.15.010.B PERTAINING TO SUBMITTAL REQUIREMENTS
FOR OBTAINING A VARIANCE FROM THE ZONING BOARD OF EXAMINERS AND
APPEALS.

THE ANCHORAGE ASSEMBLY ORDAINS:

Section 1. Anchorage Municipal Code Subsection 21.15.010.B. is hereby amended to read: *(the remainder of the section is not affected and therefore is not set out.)*

21.15.010 Procedure for obtaining variance.

B. *Application.* An application for a variance shall be submitted to the secretary of
the board on a form prepared by the municipality.

1. An application for a variance to the Zoning Board of Examiners and
Appeals shall include either:

a. An as-built survey with an original signature and seal by a
registered professional land surveyor in the State of Alaska; or

b. A plot plan survey with an original signature and seal by a
registered professional land surveyor, ~~engineer or architect~~
licensed in the State of Alaska.

The as-built or plot plan survey drawing shall clearly show current
existing conditions;

2. If the application involves new construction or demolition, the as-built
survey shall clearly show the extent of the proposed changes.

3. The as-built survey or plot plan shall be drawn to scale, be clear, legible,
show all structures existing on-site at the time of application, including

eaves, cantilevers or any structures 30 inches or more above ground, and show detailed dimensions of the item for which relief is sought.

4. The basis for lot measurements shall be identified on the as-built survey or plot plan.
5. The as-built or plot plan shall also include, at a minimum, the legal description of the petition site, lot square footage, dedicated easements and abutting rights-of-way, include a directional arrow to the north, scale of map, grid number and date of survey.
6. As-built surveys submitted shall be no more than two years old at the time of application, and shall meet or exceed the most recently adopted "Alaska Society of Professional Land Surveyors Model Minimum Standards for the Practice of Land Surveying."
7. The Planning Director may request other drawings or material essential to an understanding of the application and its relationship to the surrounding properties, including:
 - a. Site contours or a clear depiction of ground slope, if slope is a consideration in the review;
 - b. Location of adjacent structures, if fire/safety issues are a consideration;
 - c. Height of structures; and
 - d. Any other data that will assist in the review.

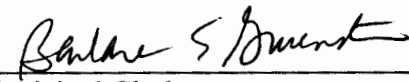
A request for variance may be initiated only by the property owner or his authorized representative. The application must state with particularity the relief sought and must specify the facts or circumstances that are alleged to show that the application meets the following standards:

Section 2. That this ordinance shall become effective immediately upon its passage and approval by the Assembly.

PASSED AND APPROVED by the Anchorage Assembly this 17th day of
December 2003.


Chair

ATTEST:


Municipal Clerk

MUNICIPALITY OF ANCHORAGE
Summary of Economic Effects -- General Government

AO Number: 2003-150

Title: Ordinance amendment to AMC 21.15.010, Procedures for
Obtaining a Variance, Regarding As-built Submittal
Requirements.

Sponsor:

Preparing Agency: Planning Department

Others Impacted:

CHANGES IN EXPENDITURES AND REVENUES:		(In Thousands of Dollars)			
	FY03	FY04	FY05	FY06	
Operating Expenditures					
1000 Personal Services					
2000 Non-Labor					
3900 Contributions					
4000 Debt Service					
TOTAL DIRECT COSTS:	\$ -	\$ -	\$ -	\$ -	
Add: 6000 Charges from Others					
Less: 7000 Charges to Others					
FUNCTION COST:	\$ -	\$ -	\$ -	\$ -	
REVENUES:					
CAPITAL:					
POSITIONS: FT/PT and Temp					

PUBLIC SECTOR ECONOMIC EFFECTS:

Approval of this rezoning should have no significant economic impact upon the public sector.

PRIVATE SECTOR ECONOMIC EFFECTS:

Approval of the rezoning should have no significant economic impact on the private sector.

Prepared by:	<u>Jerry T. Weaver Jr., Zoning Administrator</u>	Telephone: <u>343-7939</u>
Validated by OMB:	<u></u>	Date: <u></u>
Approved by:	<u>(Director, Preparing Agency)</u>	Date: <u></u>
Concurred by:	<u>(Director, Impacted Agency)</u>	Date: <u></u>
Approved by:	<u>(Municipal Manager)</u>	Date: <u></u>



MUNICIPALITY OF ANCHORAGE ASSEMBLY MEMORANDUM

No. AM 848-2003

Meeting Date: November 4, 2003

From: Mayor

Subject: AO 2003-150 Planning and Zoning Commission Recommendation on an ordinance amendment to AMC 21.15.010, Procedures for Obtaining a Variance, regarding as-built submittal requirements.

1 The Zoning Board of Examiners and Appeals has requested that the Planning
2 Department draft an ordinance to address issues such as legibility, scale and
3 dimensioning of variance requests on as-built surveys submitted with variance requests.
4

5 Over the years, many of these submittals have been out of date, illegible, not to scale, or
6 do not clearly provide accurate dimensions of the requested variances. This has caused
7 concern by the Board in terms of determining the accuracy of not only the as-built, but
8 also with plot plans for proposed construction, to ensure that all outstanding issues on
9 the lot and associated potential violations of AMC Title 21 are properly addressed.
10

11 The Department provided the Board with a draft ordinance regarding as-built submittals
12 on May 9, 2002 for discussion. In this draft, staff drew from the Municipal Building
13 Safety Division handouts that deal with as-built and plot plan submittal requirements,
14 and a portion of a handout from the Alaska Society of Professional Land Surveyors
15 (ASPLS) regarding the purposes and types of surveys. Staff also reviewed codes from
16 many other cities throughout the country, and it appears that most cities handle as-built
17 submittal requirements through internal policies, as does our Building Safety division.
18 No codes from other cities dealing with as-built submittals for variances were located.
19

20 The Board named a subcommittee to draft an ordinance to address these concerns. The
21 subcommittee was instructed to meet with the ASPLS regarding this issue. ASPLS was
22 in favor of addressing this issue of standards, and named a representative to work with
23 the subcommittee. The result of this subcommittee is the attached ordinance, which has
24 the support of the ASPLS through their representative.
25

26 The Board approved the ordinance unanimously on April 10, 2003. The Planning and
27 Zoning Commission heard and approved the ordinance unanimously on July 7, 2003.
28

1 Approval of the ordinance is recommended.
2
3

4 Prepared by: Jerry T. Weaver Jr., Zoning Administrator, Planning Department

5 Concur: Susan R. Fison, Acting Director, Planning Department

6 Concur: Mary Jane Michael, Director, Office of Economic and
7 Community Development

8 Concur: Denis C. LeBlanc, Municipal Manager

9 Respectfully submitted, Mark Begich, Mayor
10
11