

Application for Administrative Zoning Variance

Municipality of Anchorage
Planning Department
PO Box 196650
Anchorage, AK 99519-6650



PETITIONER*

PETITIONER REPRESENTATIVE (if any)

Name (last name first):	Name (last name first):
Mailing Address:	Mailing Address:
City State Zip	City State Zip
Contact Phone – Day: Evening:	Contact Phone – Day: Evening:
E-mail:	E-mail:

*Report additional petitioners or disclose other co-owners on supplemental form. Failure to divulge other beneficial interest owners may delay processing of this application.

PROPERTY INFORMATION

Property Tax # (000-000-00-000):		
Site Street Address:		
Current legal description: (use additional sheet if necessary)		
Zoning:	Acreage:	Grid #:

I hereby certify that (I am) (I have been authorized to act for) the owner of the property described above and that I am petitioning for an administrative variance in conformance with Title 21 of the Anchorage Municipal Code of Ordinances. I understand that payment of the application fee is nonrefundable and is to cover the costs associated with processing this application, and that it does not assure approval of the variance. I understand that the burden of evidence to show compliance with the administrative variance standards rests with me, the applicant.

Signature ☐ Owner ☐ Representative
(Representatives must provide written proof of authorization)

Date

Print Name

SUBMITTAL REQUIREMENTS

(One copy of applicable items is required for initial submittal; additional copies are required after initial submittal)

Required:	<input type="checkbox"/> Signed application
	<input type="checkbox"/> As-built survey, to scale (no more than 2 years old)
	<input type="checkbox"/> Building plans and elevation drawings to scale
	<input type="checkbox"/> Variance narrative addressing:
	<input type="checkbox"/> The need for the variance
	<input type="checkbox"/> The effect of granting the variance
	<input type="checkbox"/> An analysis of how the proposal meets the required standards of approval.
	<input type="checkbox"/> 5 copies of submittal packet:
Optional:	<input type="checkbox"/> Photographs

Accepted by:	Poster & Affidavit:	Fee:	Case Number:	Decision Date:
--------------	---------------------	------	--------------	----------------

TYPE OF ADMINISTRATIVE VARIANCE

- | | |
|---------------------------------------------------------|-------------------------------------------------------------------|
| <input type="checkbox"/> Reasonable Accommodation | <input type="checkbox"/> Sign |
| <input type="checkbox"/> Large Domestic Animal Facility | <input type="checkbox"/> Refuse Receptacle Location and Screening |

CODE CITATIONS

AMC 21.

AMC 21.

VARIANCE STANDARDS FOR REASONABLE ACCOMMODATION (AMC 21.03.240J.2.)

In deciding to approve or deny an application, the department shall review the application and written comments addressing factors relevant to the request for reasonable accommodation, including but not limited to, the extent to which the application demonstrates the following, as related to the particular request of the applicant:

- i. Whether the requested accommodation is implementing safety measures specific to the needs of the residents, including but not limited to safety measures in state law and regulation, and in municipal fire code adopted under Title 23.
- ii. Whether the accommodation requested is advancing housing opportunities for disabled individuals in a residential community without jeopardizing residential aspects of the neighborhood.
- iii. Whether the requested accommodation is necessary to comply with the provisions of the federal Fair Housing Act.
- iv. External characteristics and impacts of the proposed accommodation, including without limitation appearance, projected contribution to traffic volumes and on-street parking within the neighborhood, available street lighting and sidewalks.
- v. Quantifiable risks to the health, safety, and quality of life of area residents and users.
- vi. Administrative and economic burden on the municipality, in either approval or denial of the variance.
- vii. Other factors deemed relevant to the applicant or the department in review of the application.

VARIANCE STANDARDS FOR SIGNS (AMC 21.03.240J.3.)

The director may grant an administrative variance from the height restrictions and/or setback requirements for freestanding signs, provided:

- a. Special topographic circumstances exist that would result in a material impairment of visibility of a conforming sign from the adjacent roadway;
- b. There is no reasonable conforming alternative to the variance; and
- c. Any setback variance does not result in an encroachment into a public right-of-way.

VARIANCE STANDARDS FOR LARGE DOMESTIC ANIMAL FACILITY (AMC 21.03.240J.4)

Application for administrative approval of deviation in minimum lot size of 40,000 square feet may be made to the department. The director may approve deviation of site area square footage, not to exceed 10 percent, upon consultation with the department of health and human services.

VARIANCE FOR REFUSE RECEPTACLE LOCATION AND SCREENING (AMC 21.03.240J.5 AND 21.07.080G.2.h)

The director shall seek and document comments from the applicable refuse service providers.

The municipality recognizes that full compliance with the refuse receptacle location and screening standards will not be reasonably feasible for some existing developments approved prior to January 1, 2014. The intent of this subsection is to provide for partial or complete exemption in such cases, through a documented administrative process. The variance should be the minimum action necessary to provide relief, with the intent to encourage existing development to move in the direction of conformity.