

Application for Minor Modification

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)

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 a minor modification in conformance with Title 21 of the Anchorage Municipal Code of Ordinances.

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: ☐ Signed application
- ☐ As-built survey or Plot Plan, to scale (no more than 2 years old)
- ☐ Building plans and elevation drawings to scale
- ☐ Written narrative addressing:
- The need for the minor modification
 - The effect of approving the minor modification
 - An analysis of how the proposal meets the required standards of approval.
- Optional: ☐ Photographs

Accepted by:

Poster & Affidavit:

Fee:

Case Number:

Decision Date:

TYPE OF MINOR MODIFICATION REQUESTED

☐ Setback

☐ Development or Design standard:

☐ Lot Area

Provide code citation: _____

Describe Modification Requested:

STANDARDS OF APPROVAL FOR MINOR MODIFICATION (AMC 21.03.120D)

Provide written comments addressing the following standards. The department shall review the application and written comments addressing factors relevant to the request for minor modification, including but not limited to, the extent to which the application demonstrates the following, as related to the particular request of the applicant:

1. The requested modification is consistent with the comprehensive plan and the stated purpose of this title;
2. The requested modification meets all other applicable building and safety codes;
3. The requested modification does not encroach into a recorded easement;
4. The requested modification will have no significant adverse impact on the health, safety or general welfare of surrounding property owners or the general public, or such impacts will be substantially mitigated; and
5. The requested modification is necessary to either: (a) compensate for some practical difficulty or some unusual aspect of the site of the proposed development not shared by landowners in general; or (b) accommodate an alternative or innovative design practice that achieves to the same or better degree the objective of the existing design standard to be modified. In determining if "practical difficulty" exists, the factors set forth in section 21.03.240G., *Approval Criteria (for Variances)* shall be considered.

DIRECTOR'S DECISION

The Director finds this request, with attached supporting materials, to meet the criteria for a minor modification and approves this application, in accordance with AMC 21.03.120., *Minor Modifications*.

Mélisa R. K. Babb
Director, Planning Department

Date