

# Application for Administrative Site Plan Review

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
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 #:	Underlying plat #:

SITE PLAN APPROVAL REQUESTED	
Use:	
<input type="checkbox"/> New SPR	<input type="checkbox"/> Amendment to approved site plan Original Case #:

I hereby certify that (I am)(I have been authorized to act for) owner of the property described above and that I petition for an administrative site plan review 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 site plan.

Signature	<input type="checkbox"/> Owner <input type="checkbox"/> Representative (Representatives must provide written proof of authorization)	Date
-----------	---	------

Print Name
------------

Accepted by:	Fee:	Case Number:	Decision Date
--------------	------	--------------	---------------

**COMPREHENSIVE PLAN INFORMATION****Improvement Area (per AMC 21.08.050B.):** ☐ Class A ☐ Class B**Anchorage 2040 Land Use Designation(s):**

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Large Lot Residential            | <input type="checkbox"/> Single and Two-family Residential | <input type="checkbox"/> Compact Mixed Residential – low |
| <input type="checkbox"/> Compact Mixed Residential–Medium | <input type="checkbox"/> Urban Residential – High          | <input type="checkbox"/> Neighborhood Center             |
| <input type="checkbox"/> Town Center                      | <input type="checkbox"/> Regional Commercial Center        | <input type="checkbox"/> City Center                     |
| <input type="checkbox"/> Commercial Corridor              | <input type="checkbox"/> Main Street Corridor              | <input type="checkbox"/> Open Space                      |
| <input type="checkbox"/> Facilities and Institutions      | <input type="checkbox"/> Industrial                        |  |

**Anchorage 2040 Growth Supporting Features:**

- |   |   |
|---|---|
| <input type="checkbox"/> Transit-supportive Development | <input type="checkbox"/> Residential Mixed-use Development    |
| <input type="checkbox"/> Greenway-supported Development | <input type="checkbox"/> Traditional Neighborhood Development |

**Chugiak-Eagle River Land Use Classification:**

- |   |  |   |  |
|---|--|---|--|
| <input type="checkbox"/> Commercial                                   | <input type="checkbox"/> Industrial              | <input type="checkbox"/> Parks              | <input type="checkbox"/> Community Facility  |
| <input type="checkbox"/> Town Center                                  | <input type="checkbox"/> Transportation facility | <input type="checkbox"/> Special study area | <input type="checkbox"/> Development reserve |
| <input type="checkbox"/> Residential at _____ dwelling units per acre |  |   |  |

**Girdwood- Turnagain Arm Land Use Classification:**

- |   |  |   |  |
|---|--|---|--|
| <input type="checkbox"/> Commercial                                   | <input type="checkbox"/> Industrial              | <input type="checkbox"/> Parks/open space   | <input type="checkbox"/> Public lands/institutions |
| <input type="checkbox"/> Resort                                       | <input type="checkbox"/> Transportation facility | <input type="checkbox"/> Special study area | <input type="checkbox"/> Reserve                   |
| <input type="checkbox"/> Commercial/Residential                       | <input type="checkbox"/> Commercial Recreation   |   |  |
| <input type="checkbox"/> Residential at _____ dwelling units per acre |  |   |  |

**Neighborhood, District or Other Area-Specific Plan:** \_\_\_\_\_**ENVIRONMENTAL INFORMATION** (All or portion of site affected)

- |                                |                               |                                    |                                   |   |
|--------------------------------|-------------------------------|------------------------------------|-----------------------------------|---|
| Wetland Classification:        | <input type="checkbox"/> None | <input type="checkbox"/> "C"       | <input type="checkbox"/> "B"      | <input type="checkbox"/> "A"                              |
| Avalanche Zone:                | <input type="checkbox"/> None | <input type="checkbox"/> Blue Zone | <input type="checkbox"/> Red Zone |   |
| Floodplain:                    | <input type="checkbox"/> None | <input type="checkbox"/> 100 year  | <input type="checkbox"/> 500 year |   |
| Seismic Zone (Harding/Lawson): | <input type="checkbox"/> "1"  | <input type="checkbox"/> "2"       | <input type="checkbox"/> "3"      | <input type="checkbox"/> "4" <input type="checkbox"/> "5" |

**RECENT REGULATORY INFORMATION** (Events that have occurred in last 5 years for all or portion of site)

- |  |
|--|
| <input type="checkbox"/> Rezoning - Case Number:   |
| <input type="checkbox"/> Preliminary Plat <input type="checkbox"/> Final Plat - Case Number(s):  |
| <input type="checkbox"/> Conditional Use - Case Number(s):   |
| <input type="checkbox"/> Zoning variance - Case Number(s):   |
| <input type="checkbox"/> Land Use Enforcement Action for   |
| <input type="checkbox"/> Building or Land Use Permit for   |
| <input type="checkbox"/> Wetland permit: <input type="checkbox"/> Army Corps of Engineers <input type="checkbox"/> Municipality of Anchorage |

## SUBMITTAL REQUIREMENTS (Only one copy of applicable items is required for initial submittal)

- 1 copy required:
- ☐ Signed application (original)
  - ☐ Watershed sign off form, completed
  - ☐ 8 ½" by 11" copy of site plan/building plans submittal
- 4 copies required:
- ☐ Signed application (copies)
  - ☐ Project narrative explaining:
    - ☐ the project
    - ☐ planning objectives
    - ☐ addressing the site plan review criteria on page 3 of this application
  - ☐ Site plan to scale depicting, with dimensions:
 

<input type="radio"/> building footprints	<input type="radio"/> parking areas	<input type="radio"/> vehicle circulation and driveways
<input type="radio"/> pedestrian facilities	<input type="radio"/> lighting	<input type="radio"/> grading
<input type="radio"/> landscaping	<input type="radio"/> loading facilities	<input type="radio"/> freestanding sign location(s)
<input type="radio"/> required open space	<input type="radio"/> drainage	<input type="radio"/> snow storage area or alternative
  - ☐ strategy
 

<input type="radio"/> trash receptacle location and screening detail	<input type="radio"/> fences
<input type="radio"/> significant natural features	<input type="radio"/> easements
<input type="radio"/> project location	
  - ☐ Building plans to scale depicting, with dimensions:
 

<input type="radio"/> building elevations	<input type="radio"/> floor plans	<input type="radio"/> exterior colors and textures
---	-----------------------------------	--
  - ☐ Assembly Ordinance enacting zoning special limitations, if applicable

(Additional information may be required.)

## SITE PLAN REVIEW STANDARDS (21.03.180)

The Planning Director may only approve a site plan if the director finds that **all** of the following standards are satisfied. Each standard must have a response in as much detail as it takes to explain how your project satisfies the standard. The burden of proof rests with you.

1. The site plan is consistent with any previously approved subdivision plat, planned development master plan, or any other precedent plan or land use approval;
2. The site plan complies with all applicable development and design standards set forth in this title, including but not limited to the provisions in chapter 21.04, *Zoning Districts*, chapter 21.05, *Use Regulations*, chapter 21.06, *Dimensional Standards and Measurements*, and chapter 21.07, *Development and Design Standards*;
3. The site plan addresses any significant adverse impacts that can reasonably be anticipated to result from the use, by mitigating or offsetting those impacts to the maximum extent feasible; and
4. The development proposed in the site plan is consistent with the goals, objectives, and policies of the comprehensive plan.