



# Municipality of Anchorage

## (RE)SUBMITTAL INFORMATION FORM



Please mark the correct box(es) below for each discipline that you are responding to.

Your (re)submittals will be routed only to the disciplines marked. Each discipline should be addressed individually

- ZONING
- TRAFFIC
- PRIVATE DEVELOPMENT
- STORM WATER
- RIGHT OF WAY
- ARCHITECTURAL
- STRUCTURAL
- PLUMBING
- MECHANICAL
- ELECTRICAL
- RESIDENTIAL
- FIRE
- FLOOD HAZARD
- ELEVATOR

\_\_\_\_\_  
**Permit Number**

**Legal Description**

*Subdivision:* \_\_\_\_\_

*Block:* \_\_\_\_\_ *Lot:* \_\_\_\_\_ *Tract:* \_\_\_\_\_

**(RE) SUBMITTAL DESCRIPTION:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(fill out info below for elevator only)

↙  Residential     Commercial    # of units being installed: \_\_\_\_\_

**Note: New Drawing sheets must be inserted in the permit set at MOA by owner or owner's representative.**

\_\_\_\_\_  
**Contact Name**

\_\_\_\_\_  
**Phone Number**

\_\_\_\_\_

# Directions for Resubmitting Plans/ Drawings

**All pages of the drawings must have a Date stamp and Permit number stamp for the day you are submitting.**

**If you are submitting Electrical, Plumbing or Mechanical Drawings that have NOT been previously submitted:**

- Attach 1 set of the drawing (s) behind each set of existing drawings
- If the FIELD set has been issued already, keep extra set with the MOA set (detached)

**If you are (re)submitting a sheet or sheets that have been previously submitted:**

**MOA SET:** Remove existing sheets; replace with new sheets.

The existing sheets will be attached to the superseded set.

If there is not a superseded set you will create one by stapling all the removed sheets together and using a RED marker write Superseded across top page.

Place the superseded set on the bottom of the MOA set (detached)

**FIELD SET:** Remove existing sheets; replace with new sheets.

Discard/recycle removed sheets

**FIRE SET:** Remove existing sheets; replace with new sheets.

Discard/recycle removed sheets