

# Seattle Permits

— part of a multi-departmental City of Seattle series on getting a permit

## Master Planned Community Design Review and Public Notice

August 14, 2014

### When is design review required?

Per Seattle Municipal Code (SMC) 23.41.004, design review is required when a proposed project in the Master Planned Community – Yesler Terrace (MPC-YT) zone contains at least:

- 20 dwelling units or;
- 12,000 square feet of nonresidential gross floor area

### What type of design review applies?

No exceptions to the code (departures) are requested	➔	MPC design review (SMC 23.41.020), see next section
Application includes departure request	➔	Standard design review (SMC 23.41.014)

### What steps are required for MPC design review?

Much of the MPC design review is consistent with the terms and procedures for regular design review (see SMC 23.41 and Tip 238). Tip 238, How to Complete an EDG Analytic Design Proposal Packet, outlines the materials that should be submitted to properly evaluate the proposal.

Two key differences are established in SMC Section 23.41.020. One is that design review decisions are non-appealable, Type I decisions (unless a departure is requested, in which case the project reverts to the regular/Type II design review process under SMC 23.41.014).

The other difference is that the review process varies depending on whether a proposed project is a midrise (equal to or below 85 feet in height) or a highrise (greater than 85 feet):

	Midrise (≤85' height)	Highrise (>85' height)
Pre-application conference?*	Yes	Yes
Early design guidance?*	No**	Yes
Recommendation?*	No**	Yes
Who reviews the project?	DPD Staff	East DRB
Design review meeting notice?	No	Yes
Type I decision?*	Yes	Yes

\*Tip 238 should be consulted to determine the associated requirements.  
 \*\* A design review packet will be required to demonstrate how proposed development responds to both Citywide Design Guidelines and Yesler Terrace Master Planned Community Design Guidelines.

### Notice of Application

For projects in the MPC-YT zone that go through the regular design review process, notice of application requirements follow the standard rules (SMC 23.75.012. A – B.6). For projects that qualify for MPC design review, notice of application rules are laid out in SMC 23.76.012.B.6, and summarized below:

	Midrise (≤85' height)	Highrise (>85' height)
Notice of application in the LUIB?¹	Yes	Yes
Land use sign on each abutting street? (prior to LUIB)	Yes	Yes
10 placards within 300 feet of the site? (prior to LUIB)	No	Yes
Mailed notice? (per SMC 23.76.012.B.5)	Yes	Yes

¹No notice is required for planned action consistency determination (PACD). But if a notice is triggered for design review as described above, AND if the PACD has already been made, the notice of application needs to include the PACD as an attachment.

**LEGAL DISCLAIMER:** This Tip should not be used as a substitute for codes and regulations. The applicant is responsible for compliance with all code and rule requirements, whether or not described in this Tip.

