

City of Seattle Commitments for Priority Handling of 100% Publicly Funded Affordable Housing Development

Housing costs in Seattle have increased substantially over the past decade making it more difficult for people who work in Seattle to live in Seattle. To assist in the production of affordable housing, the City of Seattle has streamlined its development permitting process for publicly funded housing developments (new construction and rehab of existing structures) where 100% of the units are low income or affordable units.

City Commitments

City departments will:

- **Facilitate** the early scheduling of pre-submittal conferences, intake appointments & board meetings, where necessary and applicable to assist with funding deadlines.
- **Give priority 2 status** to reviews on 100% publicly funded affordable housing development for MUPs, Construction permits and Street Improvement permits requiring plan review.
- **Coordinate** with applicants to meet funding deadlines and facilitate permit processing to ensure permits are issued by the funding deadlines - Be sure to share your project timelines with city staff
- **Maintain a shared list** of publicly funded projects that city departments reference to confirm which projects receive priority handling.

Key departmental contacts are:

Office of Housing, (Financing)

Laurie Olson, Lending Manager
laurie.olson@seattle.gov
(206) 615-0995

SDCI, Land Use Permits

Bruce Philip Rips, Land Use Planning Supervisor
bruce.rips@seattle.gov
(206) 615-1392

SDCI, Construction Permits

Andy Sandberg, Permit Process Leader
andy.sandberg@seattle.gov
(206) 386-9761

SDOT, SIP Preliminary Design Guidance

Jonathan Williams, Development Review Manager
jonathan.williams2@seattle.gov
(206) 733-9026

SDOT, SIP Review

Yohannes Minas, Civil Engineer Specialist Senior
yohannes.minas@seattle.gov
(206) 733-9044

SPU, Solid Waste Review

Angela Wallis, Development Review Lead
angela.wallis@seattle.gov
(206) 684-4166

SPU, Water Availability

Chris Courtney, Development Services Operations Manager
chris.courtney@seattle.gov
(206) 684-5919

SCL, Preliminary Review

Ray Ramos
ray.ramos@seattle.gov
(206) 615-1193

Developer Actions and Responsibilities

- **Contact the Office of Housing** (Laurie Olson) early to discuss funding applications and to get project on the priority list.
- **Initiate the preliminary application** at SDCI to establish MUP project numbers (-EG and -LU)
 - o Include the completed pre-submittal conference request form.

SDCI MUP Permitting

- **Schedule your Pre-submittal conference.** We will ensure that Office of Housing and Historic Preservation staff attend the conference. Contact Lisa Rutzick if you need an earlier conference date due to funding deadlines. *Communicate pending project schedule including known funding deadlines.*
- **Initiate the EDG application** and coordinate with your SDCI planner to reserve a timely Design Review board meeting, if applicable.
- **Initiate your MUP Intake Appointment.** Contact Lisa Rutzick to coordinate an early intake appointment. Projects will be given Priority 2 Status and reduced review target dates. *Effective July 1, 2018, 100% publicly funded affordable housing developments are eligible for Administrative Design Review and will also have the option to choose full Design Review.*

SDCI Construction Permitting

- **Contact Andy Sandberg** to schedule & facilitate your building permit intakes, establish priority review and reduced review target dates. *Communicate project schedule & funding deadlines and update throughout the process.*

SDOT Street Improvement Permitting

- **Contact Jonathan Williams** to initiate a design guidance meeting and facilitate the design guidance process. *Communicate project schedule & funding deadlines and update throughout the process*
- **Contact Jonathan Williams** to schedule an early SIP intake appointment.
- **Coordinate with Yohannes Minas** to communicate funding deadlines to inform desired SIP issuance date.

SCL & SPU Permitting

- **Coordinate with Ray Ramos** (SCL), **Angela Wallis** (SPU Solid Waste) and **Chris Courtney** (SPU Water) to resolve power and service issues that emerge during MUP, Construction Permit and SIP reviews.

All Departments

- **Communicate project schedule and funding timelines** with all assigned staff to ensure timelines can be met.

Landmarks and Historic District Approvals

- **Coordinate early with the appropriate Historic Preservation Coordinator** at Dept. of Neighborhoods, who will work with your SDCI planner to coordinate approval schedules in a timely way.
<http://www.seattle.gov/neighborhoods/programs-and-services/historic-preservation/contact-us>