Seattle Department of Construction & Inspections

Request for Land Use Analysis Letter

☐ **Preliminary Land Use Analysis** (minimum 0.5 hour, billed at the land use hourly rate)*I am requesting a **Preliminary Land Use Analysis** of a simple development standard determination. **Upload Documents**: Request for Land Use Analysis including description (this form), site plan.

☐ **Preliminary Land Use Analysis with research** (minimum 1 hour, billed at the land use hourly rate)* I am requesting a **Letter for Preliminary Land Use Analysis** of a *single* development standard, such as determination of alley versus street access to off-street parking, or review of Type I exceptions from street level development standards in commercial zones. Use this option for covenant release and easement analysis requests.
Upload Documents: Request for Land Use Analysis including description (this form), plan set.

☐ **Detailed Land Use Analysis** (minimum 4 hours, billed at the land use hourly rate)*
I am requesting a **Letter for Detailed Land Use Analysis** for analysis of multiple or complex land use standards, up to analysis *of specific development standards* that require significant research.
Upload Documents: Request for Land Use Analysis including description (this form), plan set.

☐ **Tree or ECA Related Analysis** (minimum 1 hour or more billed at the land use hourly rate)*
I am requesting a **Letter for Tree or ECA Related Analysis** for analysis ither Tree or ECA related standards related to future development of a property. Staff can provide clarity of required tree protection areas to assist applicants in developing site plans and calculations needed for tree removal analysis and/or confirm ECA-related technical information. **Upload Documents**: Request for Land Use Analysis including description (this form), plan set, any supporting reports.

☐ **Design Review Exemption Eligibility Analysis** (minimum 4 hours, billed at the land use hourly rate) I am requesting a Design Review Exemption Eligibility Analysis letter to analyze the proposed development is a Downtown Activation Plan project and may be exempt from Design Review process.
Upload Documents: Request for Land Use Analysis Letter including description (this form).

☐ **Legal Building Site letter** (minimum 2 hours, billed at the land use hourly rate)*
I am requesting a Legal Building Site letter to analyze whether a parcel qualifies for separate development. **Upload Documents**: Request for Land Use Analysis Letter including description (this form), Analysis of the Property (including Legal Description), Permit History, Historic Permit Records/Plans, Survey.

☐ **Open Space Remainder Lot Analysis letter** (minimum 4 hours, billed at the land use hourly rate)* I am requesting a Open Space Remainder Lot Analysis letter to analyze whether an exemption from platting is allowed for transfer of land to the City for open space purposes.
Upload Documents: Request for Land Use Analysis Letter including description (this form), Analysis of the Property (including Legal Description), Permit History, Historic Permit Records/Plans, Survey.

☐ **Reasonable Accommodation request** (no charge)
I am requesting a Reasonable Accommodation request under the Federal Fair Housing Act, as referenced in SMC 23.40.040, that allows for use of my house and property, such as putting ramps or other accommodations within a setback where they would not typically be allowed.
Upload Documents: Request for Land Use Analysis including description (this form) including the specific code section from which relief is requested and the reason why this is needed; a medical professional's letter will need to be directly emailed to the reviewer when requested, and Plan set.

☐ **Tow Lot/Salvage Confirmation letter** (minimum 1 hour, billed at SDCI base fee)*
I am requesting a Tow Lot/Salvage Confirmation Letter to determine whether the tow lot or salvage lot is permitted in this location. **Upload Documents**: Request for Land Use Analysis Letter including description (this form) and the Vehicle Transport/Disposal Certification form

☐ **Transfer of Development Rights letter** (minimum 4 hours, billed at the land use hourly rate)*
I am requesting a Transfer of Development Rights (TDR) or Transfer Development Potential (TDP) letter to determine the amount of gross floor area that is available to send from a site. This request can also be for Transfer Development Potential (TDP) letters. **Upload Documents**: Request for Land Use Analysis Letter including description (this form), Floor Area Ratio Calculation (Analysis of TDR Floor Plans), Plan Set, Title Report.

☐ **Property Use and Development Agreement (PUDA) letter** (minimum 2 hours, billed at the land use hourly rate)* I am requesting a Property Use and Development Agreement letter to determine the PUDA conditions and provide direction on modifications to the PUDA. **Upload Documents**: Request for Land Use Analysis Letter including description (this form), PUDA.

**Current rate can be found in the Adopted Fee Subtitle. The minimum charge is typically enough. Additional hours will be charged at the current rate.*

Description of Request (Include a detailed written description of the proposal, what question are you asking? Include related code section (s) and project(s) if applicable):