



September 2008

The latest news from Seattle's Department of Planning and Development
(formerly the Department of Design, Construction and Land Use)

**Vol. 6
No. 9**

Executive's Recommended Annual Comprehensive Plan Amendments

Seattle's Comprehensive Plan guides decisions about growth over a 20-year horizon by articulating goals and policies that accommodate growth while preserving community values. The annual amendment cycle provides an opportunity to propose amendments to the Comprehensive Plan to address changing conditions or emerging issues. This year members of the public, City departments, the Seattle Planning Commission and City Council members proposed amendments for consideration.

Based on staff evaluation, the Mayor is recommending that City Council adopt 17 amendments to the City's Comprehensive Plan, including:

see **plan** on page 8



Dare to Be Innovative

Design beautiful, high-performance buildings through innovative approaches to integrating systems. Speaker Peter Bellew shows you how in this month's Transformational Lecture Series.

See page 7 for details.

Seattle Homes Within Reach: Multifamily Tax Exemption Program

Key changes to enable developers to provide housing for moderate-wage workers

On June 30, City Council adopted program revisions to Seattle's Homes Within Reach Multifamily Tax Exemption Program, expanding it to all urban villages and increasing affordability levels to reach more moderate-income residents. Developers may receive up to a 12-year exemption on residential taxes for projects that have a minimum of 20 percent of the units set aside as affordable.

For rental projects all units receive the tax exemption, with affordable units having maximum rents tied to the following income levels:

see **multifamily** on page 6

Monthly Highlights

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**A
S
C** **SERVICE
ALERTS**
Helping applicants navigate
the permit process

**Discontinuing Checklist
Decision for Lot
Boundary Adjustments
Form**

Beginning October 1, 2008, DPD will no longer generate or mail the checklist decision for the lot boundary adjustments form. This change was made to help streamline DPD's processes and to support the City of Seattle's PaperCuts Campaign (www.seattle.gov/papercuts). Applicants will still receive a letter from the land use planner documenting the Director's decision and identifying any outstanding fees that need to be paid prior to recording.

For more information, please contact:

Stephanie Haines
Land Use Planner
(206) 684-5014
stephanie.haines@seattle.gov

DPD's Applicant Services Center is located on the 20th floor of Seattle Municipal Tower, 700 Fifth Ave., (206) 684-8850.

Cover photo courtesy Atelier Ten.

**Reminder: Free EnvStd Tool Training on
September 5**

DPD is offering a new, free training session entitled *Nonresidential Envelope Compliance: Using the Updated Seattle EnvStd 2006 Software*. At this training, you will:

- Learn about changes in the software
- Review Seattle amendments incorporated into the 2006 version
- Learn about the program capabilities and limitations
- Discover the best way to input data, including the default assembly libraries
- Negotiate the evaluation of alternates through the tutorial and in-class exercises

The Seattle EnvStd 2006 software program may be used to demonstrate envelope compliance for nonresidential (other than Group R occupancy) buildings. You may want to consider this option for code compliance if the glazing area in your project exceeds 45 percent of the gross wall area (30 percent for electric resistance space heat) or if you want to trade between the heating (U-factor and R-value) and cooling (SHGC) requirements for the building envelope. Be aware that you'll need to improve the energy efficiency in some other area to make up for those areas that do not meet the prescriptive requirements.

When: September 5, 2008
8:00 a.m. - noon

Where: Seattle Municipal Tower
700 Fifth Avenue, 40th Floor
Conference Room 4050

Training will be provided by John Arent, P.E., Architectural Energy Corporation. **Please RSVP by noon on September 2, 2008.**

To RSVP, or for questions about the training, please contact:

Vicki Baucom
DPD Code Development Analyst
vicki.baucom@seattle.gov
(206) 233-2757

DPD Permit Turnaround Times

DPD is committed to providing good customer service to its applicants. The permit turnaround data is updated monthly online and can be viewed at www.seattle.gov/dpd/resourcecenter (go to "Turnaround/Approval Times 2008").

Type of Permit	Goal	July 2008 Performance
Simple Building IP*	80% in 48 Hours	89.6%
Medium Construction IP	80% in 2 Weeks	72.4%
Complex Construction IP	70% in 6 Weeks	76.4%
Construction Issuance	90% in 120 Days	82.1%
Master Use Permit Decisions	80% in 120 Days	87.1%

*IP: Initial Plan Review by DPD staff



Summer Start

As a way of preparing homeowner applicants for future remodel projects, DPD will provide coaching advice and information in a series of stories in dpdINFO, from May – September 2008. The information in these stories will come directly from permit specialists, just like you would normally receive it, if you came into the ASC.

Interviewees:
Diane Freeman
and Jim Ach,
Permit Specialists



Where Can I Find the General Standards for Project Plans?

Project plans reflect what is happening on the site, including a schematic of site activities and the scope of the project. Plans verify that the proposed project complies with all technical codes; allowing DPD to see “what you’re doing, where you’re doing it, and how you’re doing it.”

Most projects require plans, unless you are advised otherwise in a coaching session.

It is very important to read Client Assistance Memo (CAM) 106, *General Standards for Plans and Drawings*, (www.seattle.gov/dpd/publications/cam/cam106.pdf) before submitting your plans to the Applicant Services Center (ASC). If you do not

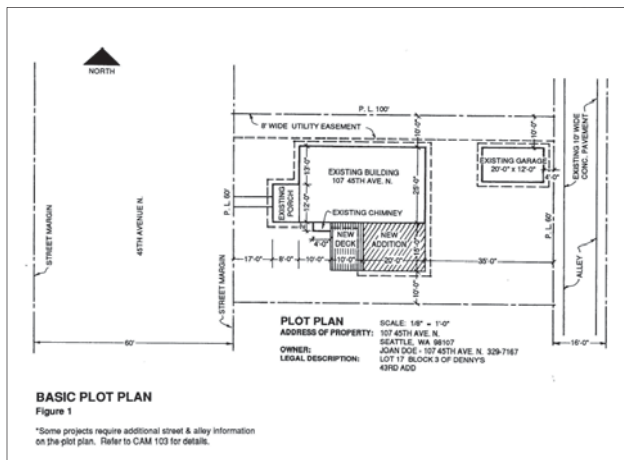
follow the standards outlined in CAM 106 you may not be able to submit your application. Common problems include using the wrong type or size of paper, not following the plan scale, submitting below-quality plans, or not submitting the proper number of copies.

Plans submitted to DPD serve as documentation of what was approved in the DPD office and what inspectors will look for in the field.

Submitted plans will eventually be microfilmed and re-sized to an 11- by 17-inch document. We microfilm all plans to show the site’s history of activity, permits issued, and established uses. This process provides an archive of the project.

For more information, please be sure to read CAM 106, *General Standards for Plans and Drawings*. For more examples of various plans, please read CAM 303, *Applicant Responsibilities and Plan Requirements for Single Family and Two-Unit Dwellings* (www.seattle.gov/dpd/publications/cam/cam303.pdf).

This “Summer Start” story 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 article. Permit requirements can vary greatly from site to site. The information provided is intended to be a general overview of the permitting process. Prior to proceeding with project design it is recommended that the applicant meet with a Permit Specialist in the ASC to discuss site specific condition information.



You can find examples of various plans, such as the one above, in Client Assistance Memo 303.

Construction Codes Advisory Board Applications Due September 15

DPD is recruiting **electrical contractors** to apply for a voluntary position on the Construction Codes Advisory Board (CCAB). This term runs through June 2011. The deadline for applications is September 15, 2008.

DPD relies on the advice of professionals and citizens in developing workable construction codes. Seattle's Construction Codes Advisory Board is a 13-member voluntary board, appointed by the Mayor and confirmed by the City Council. CCAB reviews proposed construction-related technical code amendments and Director's Rules related to those codes (building, residential, energy, fuel gas, electrical and mechanical codes). CCAB also hears applicant appeals of department decisions and provides the code official with advisory opinions.

Meetings are held on an as-needed basis on the first and third Thursdays of the month from noon until 2:00 p.m. in the Seattle Municipal Tower. Regular attendance is important for continuity and decision-making

quorums. Seattle-based applicants are encouraged to apply. Residency is preferred though not required. Applicants need not have their professional office within the city limits but should do a significant portion of their business within the city.

Electrical contractors interested in code development may submit a resume and a letter of interest, addressed to Mayor Greg Nickels, c/o Vicki Baucom, Code Development Analyst, to vicki.baucom@seattle.gov. In keeping with Mayor Nickels' PaperCuts campaign, electronic submissions are preferred. If you have questions, contact Vicki Baucom via email or at (206) 233-2757.

Please forward this announcement to others that may be interested in applying.

For more information on CCAB and its functions, please visit our web site: www.seattle.gov/dpd/codes/technical_codes/Overview/ and click on the "Construction Codes Advisory Board" link on left side of the page.

Green Building Task Force Update

Building energy is the second largest source of Seattle's greenhouse gas emissions and the largest source nationally. In Washington state, residential, commercial, and industrial uses combined contribute about 20 percent of statewide emissions (transportation accounted for about 60 percent of citywide emissions and nearly 50 percent of state emissions in 2005).

Seattle has been a leader in green building, particularly in the design of new buildings. There remains an untapped opportunity for Seattle to continue that leadership and serve as a model for other communities by

developing policies and programs targeted at promoting higher energy efficiency in both new and existing buildings, while advancing economic competitiveness.

Building efficiency will need to be a key element in helping Seattle achieve near- and mid-term greenhouse gas emissions reductions, alongside advances in the transportation, industry and other sectors. The Mayor's Green Building Task Force members will help the City of Seattle think through policy options for meeting these goals and targets by reviewing option packages for feasibility, likelihood of success, and compatibility and synchronization with other state, regional, national and international efforts. The Task Force has been broken into two committees of approximately 25 members: a new buildings committee and an existing buildings committee, each formed to target member expertise and facilitate increased participation. All Green Building Task Force committee meetings are open to the public; September meeting dates are listed on the next page.

Don't forget to visit DPD on the web!

At www.seattle.gov/dpd, you can:

- Apply for an electrical permit
- Request an inspection
- Check the status of your permit
- Report a code violation
- Comment on land use actions
- Download codes, forms and publications
- Catch up on news & events
- Review properties using GIS mapping feature
- Follow progress on city planning projects
- And much, much more!

The new buildings committee will likely consider the following policy options:

Financing and Incentives

- Green Investment Fund
- Carbon Feebate
- Density Bonus
- “Priority Green” Permitting System

Mandates

- Mandatory Green Building Performance Standards
- Energy Code Updates
- Building Code Updates

The existing buildings committee will likely consider the following policy options:

Financing and Incentives

- Utility Financing Through Rates
- Private Financing
- Public Financing

Mandates

- Time of Sale Requirements
 - Disclosure of Energy Use or Performance
 - Energy efficiency upgrades
- Green Leases

For more information, visit: www.seattle.gov/environment/GBtaskforce.htm.

Questions concerning the Mayor’s Green Building Task Force should be directed to:

Jayson Antonoff
 Interim Green Building Program Manager
 Climate Change Advisor
 (206) 386-9791
Jayson.Antonoff@seattle.gov

Amanda Eichel
 Office of Sustainability and Environment
 Climate Protection Advisor
 (206) 684-3214
Amanda.Eichel@seattle.gov

Green Building Task Force September Committee Meetings

New Buildings Committee

Meeting #1

September 4, 2:30 – 5:30 p.m.
 Seattle Municipal Tower
 700 5th Avenue, Room 1600

Meeting #2

September 25, 2:30 – 5:30 p.m.
 Seattle Municipal Tower
 700 5th Avenue, Room 1600

Existing Buildings Committee

Meeting #1

September 3, 2:30 – 5:30 p.m.
 Seattle Municipal Tower
 700 5th Avenue, Room 1600

Meeting #2

September 23, 2:30 – 5:30 p.m.
 Seattle Municipal Tower
 700 5th Avenue, Room 1600



Save trees. Read dpdINFO online.

It’s easy. Simply visit www.seattle.gov/dpd/publications/info and sign up to receive a newsletter posting alert by email with a direct link to the month’s headlines.

If you’d like to be removed from our printed mailing list, call (206) 615-1486.

Water Efficiency: Driving Sustainable Buildings and Sites

Free Workshop

Wednesday, Sept. 17, 2008, 7:30 a.m. – 5:30 p.m.

Golden Gardens Bathhouse, Seattle



This free full-day workshop will use applied case studies to show you how to take advantage of sustainable building practices and site design to save water and energy while reducing your impact on climate change. Interact with water conservation experts; learn about current and future water efficient design and operation and emerging technologies.

What to expect?

- Learn from experts in commercial and industrial water conservation, green building, and low impact development.
- Work in sector-based teams to create solutions for projects.

Who should attend?

- Architects
- Developers
- Planners
- Landscape Architects
- Engineers
- Property Owners
- YOU!

Sponsored by:



Saving Water Partnership
Seattle and Participating Local Water Utilities



Registration required: www.savingwater.org/water_efficiency_workshop.htm. You can also register by calling Phil Paschke, Seattle Public Utility (206) 684-5883.

multifamily, *cont. from page 1*

80 percent of median for studio and one-bedroom units (about \$45,600-\$52,080) and 90 percent of median for two-bedroom and larger units (about \$58,590-\$65,970). For condo projects the tax exemption is available only for the units occupied by buyers with the following maximum income levels: 100 percent of median for studio and one-bedroom units (about \$57,000-\$65,100) and 120 percent for two-bedroom and larger units (about \$78,120-\$87,960).

The projects must be located in one of the designated residential targeted areas (see website below to view program area maps) and applications must be

submitted to the Office of Housing before the issuance of a project's first building permit. Additionally, the project must contain at least four new dwelling units and at least 50 percent of the gross floor area must be for permanent residential use.

More details, including application forms, are available on the Office of Housing website at www.seattle.gov/housing/incentives/SeattleHomesWithinReach.htm.

For more information, contact:

Amy Gray
(206) 684-0262
amy.gray@seattle.gov



INSPIRE. MOTIVATE. INFORM.

Transformational Lecture Series

Integration is an Art

Thursday, September 25

5:30 – 7:00 p.m.

Seattle Central Library, 1000 Fourth Ave

Microsoft Auditorium



FEATURING: Patrick Bellew, Principal, Atelier Ten

ABOUT THE PRESENTATION: Beautiful, high performance buildings are something that the engineers and architects of Atelier Ten have proven readily achievable through creative and thorough integration of all building systems. Presenting international examples of cleverly efficient designs, Bellew will dare designers to create the most innovative integrated systems ever built.

COST: Admission is free. Donations will be accepted in online registration or at the door and will enable continuity of these and other special events. RSVP is required. Register at: <http://tlspatrickbellewsea.eventbrite.com/>.

For more information, please visit www.cascadiagbc.org/education/transformational-lecture-series.

The TRANSFORMATIONAL LECTURE SERIES aims to inspire all building industry professionals to embrace their role in creating a sustainable built environment now, as well as ensuring that sustainability becomes integral to all development in the future. By reminding us why we must act boldly and helping us to imagine a world where sustainability is the baseline, these lectures promise to inspire a revolution!

Questions?

Angie Morgan
Cascadia Green Building Council
(206) 223-2028

THE TRANSFORMATIONAL LECTURE SERIES IS A PARTNERSHIP BETWEEN



The Transformational Lecture Series is inspired by and has evolved from Seattle's long-successful and engaging Urban Sustainability Forum.

plan, *cont. from page 1*

Re-Connecting First Hill and Capitol Hill to Downtown Over I-5

- A. Add a policy in the neighborhood planning element regarding opportunities to re-establish pedestrian connections between Downtown and Capitol Hill/First Hill by constructing lids over I-5.

Livable South Downtown

- B. Change the Future Land Use Map designation of land within the Little Saigon neighborhood and along the northern portion of Rainier Avenue from Industrial to Commercial Mixed Use.
- C. through E. Amend three existing policies in the Downtown neighborhood plan to allow establishment of a transfer of development rights program to encourage preservation of historic properties in South Downtown.

South Lake Union

- F. Change the Future Land Use Map designation of land within the South Lake Union Urban Center from Industrial to Commercial/Mixed Use in accordance with the South Lake Union neighborhood plan.

Pedestrian Access to Transit Stops

- G. Add a policy encouraging transit agencies to site transit stops and stations in locations that facilitate pedestrian access.

Reducing Trips and Vehicle Miles Traveled in the City

- H. Amend existing policy related to reducing vehicle miles traveled by noting the beneficial impact of that policy on reducing greenhouse gas emissions.

Affordable Housing Action Agenda

- I. Add a policy supporting sufficient density and incentives to provide affordable housing near transit hubs.
- J. Add a policy addressing infrastructure and amenities in areas where density is likely to increase, e.g., near light rail stations.
- K. Add a goal of implementing strategies and programs to help ensure a range of housing opportunities affordable to those who work in Seattle.

- L. Amend existing land use policies to seek opportunities to provide affordable housing when land is rezoned.

Additional Priority Uses for Surplus City Properties

- M. Amend existing open space policies to include parks, forested areas, and viewpoints among the priority uses for surplus City properties.
- N. Add policy identifying parks, viewpoints and P-patches to be included among the priority uses for surplus City property.

Anticipating the Effects of Climate Change

- O. Augment the Environment Element to recognize that, in addition to striving to prevent future climate change, we need to plan for the effects of climate change that will occur.
- P. and Q. Add a complementary goal and policy directing the City to prepare and plan for addressing the likely impacts of climate change.

Next Steps

Public review copies of proposed Comprehensive Plan amendments will be available at the DPD Public Resource Center, Seattle Municipal Tower, Suite 2000, 700 Fifth Avenue, or online at www.seattle.gov/dpd/planning/compplanannual/. The City Council will hold a public hearing on these proposed amendments before the Planning Land Use and Neighborhoods Committee on Monday, September 22, 2008, at 5:30 p.m. in the Council Chamber. Direct any comments to:

Councilmember Sally Clark
City Hall
600 4th Avenue, Floor 2
P.O. Box 34025
Seattle, WA 98124-4025

For more information on the Mayor's proposed 2008 Comprehensive Plan amendments, contact Mark Troxel, Urban Planner, at (206) 615-1739 or mark.troxel@seattle.gov. For more information on the Comprehensive Plan annual amendment process, contact Ketil Freeman of Council Central Staff at (206) 684-8178 or via email at ketil.freeman@seattle.gov.

Spotlighting DPD's New Website

DPD has redesigned its website in an effort to make it more helpful and user-friendly. The revised site is now separated into DPD's three main service areas: permits, planning and compliance. The site's two new sections (Online Services and Resource Center) compile the most frequently used tools and resources. This article provides a detailed overview of items available on the Resource Center page: www.seattle.gov/dpd/resourcecenter.

What You'll Find on DPD's Online Resource Center

- **Codes:** energy, land use, and technical codes, trade licensing regulations, and trees and landscaping regulations
- **Emergency Information:** DPD emergency management, Seattle emergency management, and Mayor's emergency preparedness
- **Forms:** building, land use, over-the-counter, and side sewer forms, checklists and standards, packets of forms
- **Inspection Records:** boiler pressure and vessel inspection records, list of registered special inspectors
- **Permit Issuance and Approval:** daily issuance reports, monthly/yearly issuance reports (2003 - Present), and turn-around/approval times for 2008
- **Publications:** client assistance memos, director's rules, news, *dpdINFO*, design guidelines, publication pricelist, and landlord and tenant information
- **Public Notice:** public notices, *Land Use Information Bulletin*, land use signs and notice, code interpretation, public comment, appealing decisions
- **Zoning Information:** commercial, multifamily, single family, and industrial zoning charts, zoning maps, and adopted legislation



Client Assistance Memos

UPDATED

■ **CAM 313**, *Required Predesign Conferences for High-Rise Structures and Buildings with an Atrium*, was updated to meet the 2006 Seattle Building Code. A new form added to the online CAM listing will provide systematic code analysis to assist the designer and the reviewer in preparation for the predesign meeting.

Director's Rules

DRAFT

■ **DR 13-2008**, *Requirements for Measuring the Annual High Static Groundwater Level*, is available for review and comment through 5:00 p.m. Tuesday, September 9, 2008. For more information, please contact Brennon Staley, (206) 684-4625, brennon.staley@seattle.gov.

■ **DR 14-2008**, *Infiltration Facilities in Peat Settlement-prone Areas*, is available for review and comment through 5:00 p.m. Tuesday, September 9, 2008. For more information, please contact Brennon Staley, (206) 684-4625, brennon.staley@seattle.gov.

IMPORTANT: Notice of Draft Director's Rules comment periods is provided in *dpdINFO* as a courtesy to readers. Official legal notice regarding Director's Rules is published in the *Daily Journal of Commerce*. Land use rules are also published in DPD's **Land Use Information Bulletin** (formerly known as the *General Mail Release or GMR*). To view the bulletin online or to receive an email alert when it is posted online, visit www.seattle.gov/dpd/notices.

HOW TO REACH US AT DPD

Permits

General Applications (<i>Applicant Svcs Ctr</i>)	206-684-8850
Address Assignment	684-8850
Cashier	386-9780
Design Review Program	233-3823
Drainage & Sewer Review (<i>incl side sewer</i>)	684-5362
Master Use Permits	684-8467
Plans Routing	684-8169
Over-the-Counter (OTC) Permits	684-8464
Plumbing & Gas Piping Permits	684-5198
Sign Permits	684-8419

Inspections

Inspection Requests: General	684-8900
Inspectors: General	684-8950
Preconstruction Meetings (<i>projects with special inspections</i>)	684-8860

Planning

CityDesign (urban design office)	615-1349
Comprehensive Planning	233-0079
Land Use Policy	684-8880
Seattle Design Commission	615-1349
Seattle Planning Commission	684-0433

Administration

Office of the Director	684-8899
Community Relations	233-3891
Accounting	684-4175

Violation Complaint Hotline

Construction, Housing & Land Use Complaints ... 615-0808

Information

General Department Information	684-8600
Applicant Services Center (ASC)	684-8850
<i>Hours: M,W,F: 7:30am-5:30pm; Tu,Th: 10:30am-5:30pm</i>	
Code Compliance Division (<i>enforcement info</i>)	615-0808
Events & Classes	684-8443
GIS Maps & Services	684-0965
Licensing & Testing (<i>gas piping, steam eng, refrig</i>) ...	684-5174
Media Relations	233-3891
Microfilm Library	233-5180
<i>Hours: M,W,F: 9am-4:30pm; Tu,Th: 10:30am-4:30pm</i>	
Property Owner/Tenant Assistance	615-0808
Public Resource Center (PRC)	684-8467
<i>Hours: M,W,F: 7:30am-5:30pm; Tu,Th: 10:30am-5:30pm</i>	
Publications	684-8467
Site Development	684-8860
Sustainable (Green) Building	684-8880
Tech Support: Building Code (<i>1-4:15pm</i>)	684-4630
Tech Support: Electrical Code (<i>7am-4:30pm</i>)	684-5383
Tech Support: Energy/Mech Code (<i>1-4:15pm</i>)	684-7846
Zoning Info (<i>general, not site-specific*</i>)	684-8467
Zoning Info (<i>site-specific Single Family*; 1-4:15pm</i>)	684-8850

Printed with soy-based ink on totally chlorine-free paper
made with 100% post-consumer fiber

www.seattle.gov/dpd

Subscription Info: (206) 615-1486

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