

## Construction Management Plan Requirements

During your permit process, you may need to develop and submit a Construction Management Plan (CMP) to address the logistics of demolition and construction coordination. The CMP clarifies how demolition and construction impacts to the public will be managed over the course of your project. It allows the City to identify and mitigate potential concerns before work begins.

### **What is the Construction Management Plan (CMP) intended to do?**

A CMP is intended to lessen construction-related impacts by addressing issues of public accessibility, business access, traffic, parking, noise impacts, and more. A CMP is also used to identify when and how contractors will communicate with communities affected by demolition and construction. [Seattle Municipal Code \(SMC\) 25.05.675B - Construction Impacts](#) defines the policy background and the policies for a CMP.

The CMP requirements allow the Street Use Division to collaborate with SDCI in streamlining the permit application process. This engages contractors earlier to help with coordination and planning. You will not receive a separate SDOT permit number for the CMP review, as it is a condition of the Master Use Permit (MUP) decision.

Our goal is to make permitting more efficient while also facilitating traffic flow, maximizing mobility for people walking and biking, and ensuring access to adjacent buildings.

### **When is a CMP required?**

CMP requirements are created by the Seattle Department of Construction and Inspections when the [State Environmental Policy Act \(SEPA\)](#) thresholds are triggered, or to lessen project-related construction impacts as a condition of a Master Use Permit.

### **When do I submit a CMP, and how do I do it?**

A CMP, with the accompanying [Haul Route plan](#), should be submitted a minimum of three to six months prior to when work is scheduled to begin. A CMP shall always be submitted prior to a Traffic Control Plan (TCP), as it is the high-level snapshot before the TCP is in place to ensure impacts are appropriately defined and mitigated. You are required to have an approved CMP prior to receiving an SDCI excavation/shoring permit or construction permit, or a Street Use permit. You will be notified of the requirement to submit a CMP when you receive your MUP decision from SDCI, as it will be a condition embedded in the MUP decision.

CMPs should be submitted electronically to SDOT via [DOT\\_ConstructionHub@seattle.gov](mailto:DOT_ConstructionHub@seattle.gov). Please submit the CMP and accompanying Haul Route plan in **two separate documents within the same email**. In the subject header line of your email, please list your project address, SDCI land use and construction numbers, and the word "CMP," along with the two required documents.

### **What does the CMP review process look like?**

Your CMP review will take two weeks. Review comments will be provided to you at the end of this period via email in the form of a comment spreadsheet. You are required to revise your CMP as directed in the comment spreadsheet, as well as share any changes with your team. If the Haul Route document contains comments, it is expected that you will make both narrative and map edits and re-send to SDOT for approval. The revised CMP does not have to be re-submitted to SDOT unless a resubmission has been requested.

If the CMP review team decides that there are too many unknowns about the project, they will ask for more details via the comment spreadsheet and the CMP will need to be resubmitted for a subsequent two-week review period.

If a CMP is required as a condition of your MUP, you will not receive your SDCI permits until your CMP has been approved. We will email you to inform you about the status of your CMP approval. This email should then be forwarded to your assigned SDCI zoning reviewer and land use planner to satisfy your MUP condition.

### **Who should I talk to about my CMP?**

Email all CMP-related information to [DOT\\_ConstructionHub@seattle.gov](mailto:DOT_ConstructionHub@seattle.gov).

