



The City of Seattle

International Special Review District

Mailing Address: PO Box 94649, Seattle WA 98124-4649
Street Address: 600 4th Avenue, 4th Floor

ISRD 40/26
Meeting of 03.24.26

Staff Report -

Board Members Please Note: The citations from the District Ordinance, International Special Review District Design Guidelines, and Secretary of the Interior's Standards listed below are for your consideration in addition to any other citations you find relevant in considering each application.

Address: 674 S. King St. – Milwaukee Hotel

Record #: DONH-COA-2003

Applicant Representatives: Vanessa Bell – Fulcrum

Proposed change of use from “retail” to “office” for the leasing company.

Additional details:

“Office” is not a preferred use within SMC 23.66.326 – Street-level uses. Office use is a preferred use above Street-level under SMC 23.66.328 – Uses above street level. Therefore, this application cannot be reviewed administratively.

Staff comments: It is the staff opinion that this use may be appropriate, since the proposed use is the onsite property manager and leasing company and accessory to the residential use. As with other ground-level spaces in the retail core, the transparency requirements under SMC 23.66.336 apply.

DRAFT MOTION

I move that the International Special Review District Board recommend approval of a Certificate of Approval for change of use to office for use by the building's property management company, per the submitted application materials.

The Board directs staff to prepare a written recommendation of approval, based on considering the application submittal and Board discussion at the March 24 2026 public meeting, and forward this written recommendation to the Department of Neighborhoods Director.

This action is based on the **following applicable sections of the International Special Review District Ordinance and relevant Standards:**

Seattle Municipal Code (SMC)

SMC 23.66.030 – Certificates of Approval – application, review and appeals

SMC 23.66.320 – Permitted uses

SMC 23.66.326 – Street-level uses

SMC 23.66.336 – Exterior building finishes

B. Asian Design Character District

4. Transparency Requirement