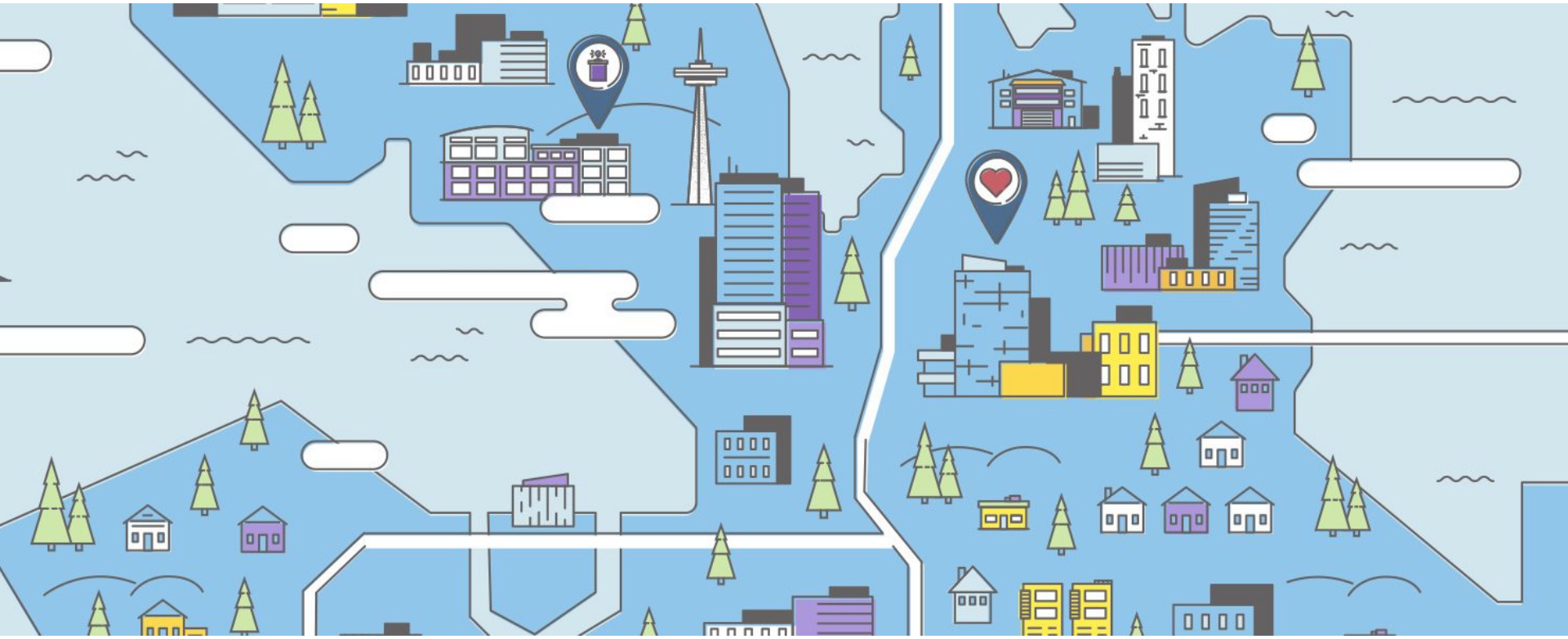
Upcoming Changes to Design Review:
Early Community Outreach



Seattle Department of Construction & Inspections

Seattle Neighborhoods

City Council
Planning, Land Use, and Zoning Committee
June 20, 2018

Today

- Summary of Changes
- Early Community Outreach
  - New Director's Rule
  - New Webpage with Resources
  - Upcoming Info Sessions

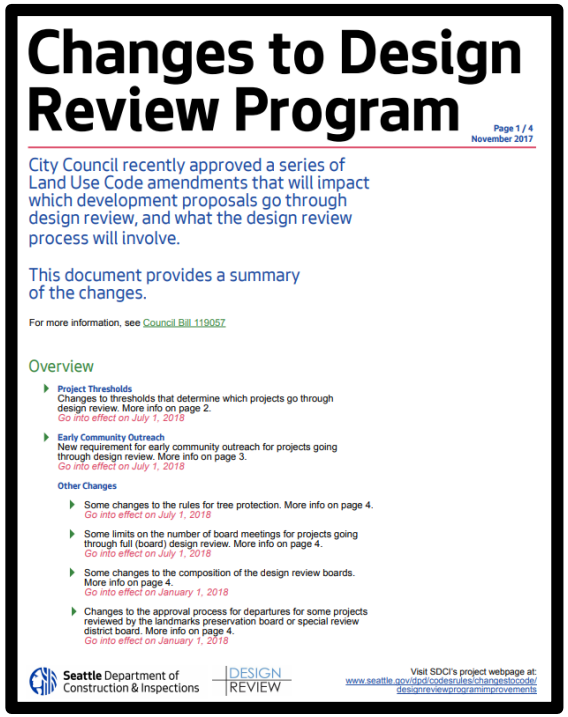
Upcoming Changes to Design Review

Changes to Design Review Program

- Ordinance 125429
- Adopted in October 2017

Starting on July 1:

- Modified Project Thresholds
- New Early Community Outreach
- New Central Area Board
- Other Process Changes



Changes to Design Review Program

Page 1 / 4
November 2017

City Council recently approved a series of Land Use Code amendments that will impact which development proposals go through design review, and what the design review process will involve.

This document provides a summary of the changes.

For more information, see Council Bill 119057

Overview

- **Project Thresholds**
  Changes to thresholds that determine which projects go through design review. More info on page 2.
  Go into effect on July 1, 2018
- **Early Community Outreach**
  New requirement for early community outreach for projects going through design review. More info on page 3.
  Go into effect on July 1, 2018
- **Other Changes**
  - Some changes to the rules for tree protection. More info on page 4.
    Go into effect on July 1, 2018
  - Some limits on the number of board meetings for projects going through full (board) design review. More info on page 4.
    Go into effect on July 1, 2018
  - Some changes to the composition of the design review boards. More info on page 4.
    Go into effect on January 1, 2018
  - Changes to the approval process for departures for some projects reviewed by the landmarks preservation board or special review district board. More info on page 4.
    Go into effect on January 1, 2018

Seattle Department of Construction & Inspections | DESIGN REVIEW

Visit SDCI's project webpage at:
www.seattle.gov/dpd/codesrules/changestocode/designreviewprogramimprovements

Available online

Upcoming Changes to Design Review

Goals of Design Review Legislation

- Improve consistency, predictability, and efficiency of program
- Support dialogue and communication
- Set clear expectations
- Further program's purpose of encouraging better design

Goals of new early community outreach

- Meaningful dialogue, broaden participation
- Improve understanding of local context, lead to better design
- Process is clear and predictable, provides structure but offers flexibility
- Allow Design Review meetings to focus on design
- Requires minimal resources (time and expenses)

Early Community Outreach

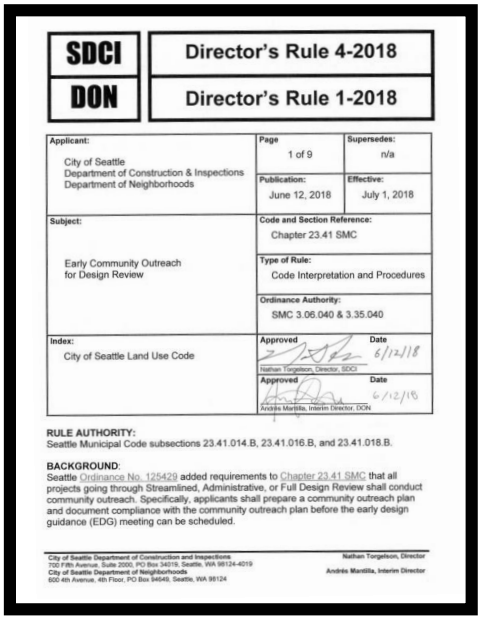
Ordinance

- Requires all projects going through Design Review to conduct community outreach before beginning Early Design Guidance
- Authorizes SDCI Director to create an administrative rule

(allows flexibility to adapt/refine/revise)

New Director's Rule (SDCI/DON)

- Staff Draft in August 2017
- Public Review Draft in May 2018
- Rule finalized on June 12, 2018
- Applies to projects that submit applications for EDG after July 1



SDCI Director's Rule 4-2018
DON Director's Rule 1-2018

Applicant: City of Seattle, Department of Construction & Inspections, Department of Neighborhoods
Page: 1 of 9
Supersedes: n/a
Publication: June 12, 2018
Effective: July 1, 2018
Subject: Early Community Outreach for Design Review
Code and Section Reference: Chapter 23.41 SMC
Type of Rule: Code Interpretation and Procedures
Ordinance Authority: SMC 3.06.040 & 3.35.040
Index: City of Seattle Land Use Code
Approved Date 6/12/18 — Nathan Torgelson, Director, SDCI
Approved Date 6/12/18 — Andrés Mantilla, Interim Director, DON

RULE AUTHORITY:
Seattle Municipal Code subsections 23.41.014.B, 23.41.016.B, and 23.41.018.B.

BACKGROUND:
Seattle Ordinance No. 125429 added requirements to Chapter 23.41 SMC that all projects going through Streamlined, Administrative, or Full Design Review shall conduct community outreach. Specifically, applicants shall prepare a community outreach plan and document compliance with the community outreach plan before the early design guidance (EDG) meeting can be scheduled.

City of Seattle Department of Construction and Inspections, 700 Fifth Avenue, Suite 2000, PO Box 34019, Seattle, WA 98124-4019 — Nathan Torgelson, Director
City of Seattle Department of Neighborhoods, 600 4th Avenue, 4th Floor, PO Box 94649, Seattle, WA 98124 — Andrés Mantilla, Interim Director

Available online

Early Community Outreach: The Basics

Provides structure

- All projects must do printed, in-person, and digital outreach
- Must work with DON to customize outreach in “Equity Areas”
- DON administers, pass off to Design Review process
- Serves as baseline (many projects already go above and beyond)

Allows flexibility

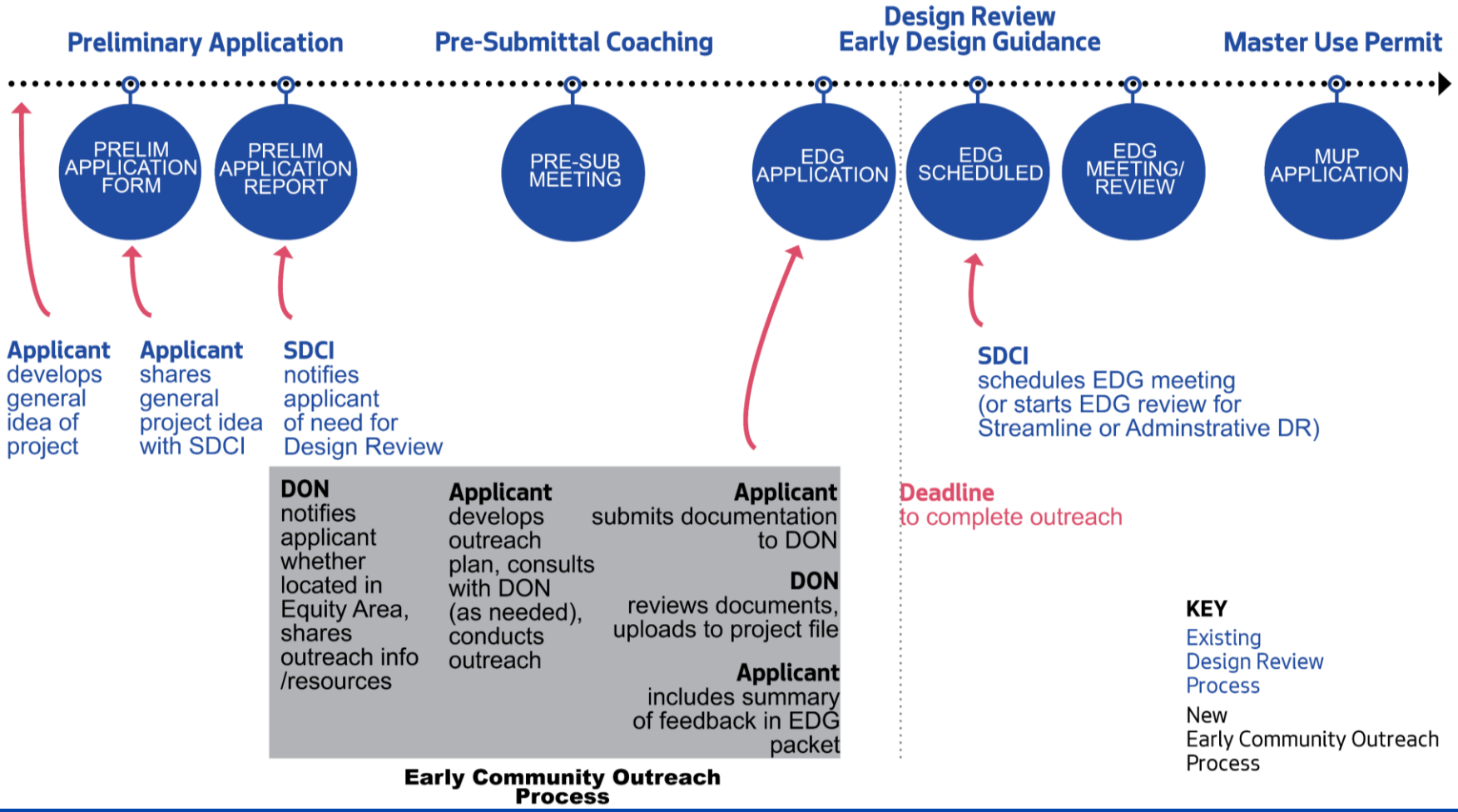
- Menu of options for different types of outreach
- Can be customized based on project size, location, etc.

Updates since August 2017

- Weighted outreach methods
- Clarifications
- Project info on DON blog, events on DON calendar
- Privacy and Public Records

Early Community Outreach: Process

DON staff must verify that the outreach has occurred before the applicant may schedule their EDG meeting



Early Community Outreach Process

DON Website with Resources **Now online!**

Seattle.gov
Mayor Jenny A. Durkan

Search Menu

Seattle Department of Neighborhoods

Andrés Mantilla, Interim Director

/ Home / Outreach and Engagement / Early Community Outreach for Design Review

Programs & Services | Community Resource Hub | Funding Opportunities | Event Calendar | Outreach & Engagement

Blog

Early Community Outreach for Design Review

What is Early Community Outreach for Design Review?

This new requirement is for developers to begin conversation with community members before project designs are complete. Here we provide guidance about the process along with resources to implement it.

Early Community Outreach for Design Review: The Basics

Requirements for Early Community Outreach.
COMING SOON: Finalized Rule to be posted Monday, June 11.

What projects do early community outreach?
Find out if you project falls within the Design Review thresholds and needs to conduct early community outreach.

Design Review + Early Outreach Timeline
COMING SOON

Design Review Website
All you need to know about Design Review at Seattle Department of Construction and Inspections (SDCI)

Examples of Community Outreach Plans for Design Review
COMING SOON: Not sure which outreach strategies to use? Pick one of these options.

Frequently Asked Questions
Coming Soon

What is an Equity Area?
Find out how the City defines Equity Areas and see maps.

Project Blog
Find projects that are conducting early community outreach

Tell Us What You Think
COMING SOON: Take a short survey to give us feedback on the early outreach program.

Staff Contact:
DREarlyOutreach@seattle.gov

Planning Your Outreach and Engagement

Spacefinder
Find a convenient location for your event or meeting.

Community Connector
Find Community Organizations to foster meaningful outreach for your project

Early Outreach for Design Review Calendar
Post your project related event or meeting on this public calendar.

Neighborhood Snapshots
Find out more about the neighborhood where you are planning a project.

Outreach and Engagement Tips & Resources

Tips for Planning Successful Meetings
Find out how to prepare for and plan your neighborhood meeting.

Tips for Running Successful Meetings
Read about important points to keep in mind while facilitating community meetings.

Sample Meeting Agenda
Try this sample meeting agenda.

Sample Meeting Sign-in Sheet
Don't have a sign-in sheet? Customize this pre-made template.

Beginner's Guide to Social Media
Read this guide on using social media and find the right platform(s) for your group.

How to Make Documents Accessible
Find tips on creating accessible Word and PDF documents.

Interpreter and Translator Directory
Search this online directory for a spoken language interpreter, American Sign Language interpreter, or translator.

Strategies for Equitable Engagement
Find out what equitable engagement means and learn ways to encourage diverse participation in your neighborhood group.

Best practices for collecting information from the public
Learn best practices for protecting your privacy and the privacy of community members who provide feedback on your [...]

Survey Creation Tips for Developers
COMING SOON

Community Resource Hub
Find more City resources and tools to help you connect and engage with community.

DON Website: Basic Info

Director's Rule

Sample Community Outreach Plans

Use one of the six, or make up your own

Overview of Outreach Process

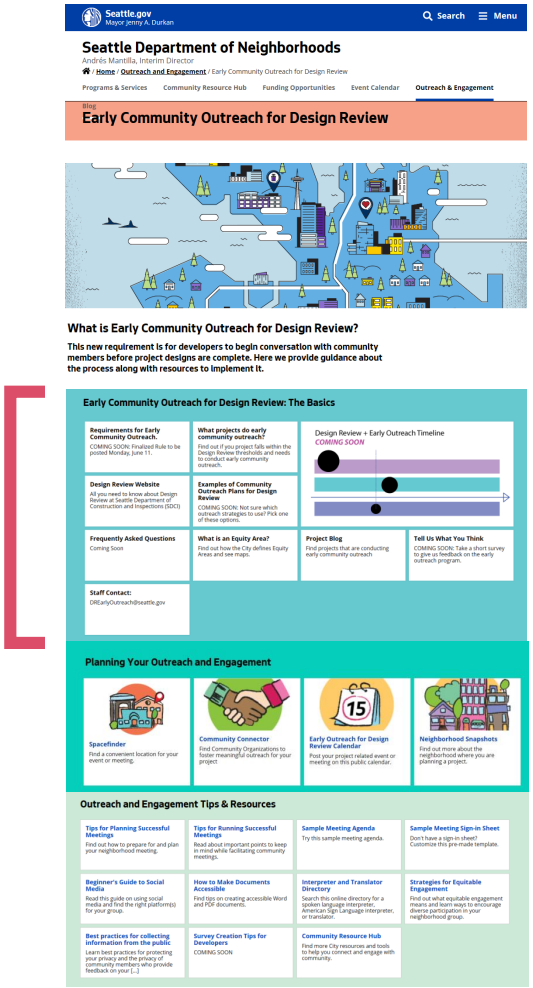
Project Blog

FAQs

What is an equity area?

How do I submit documentation?

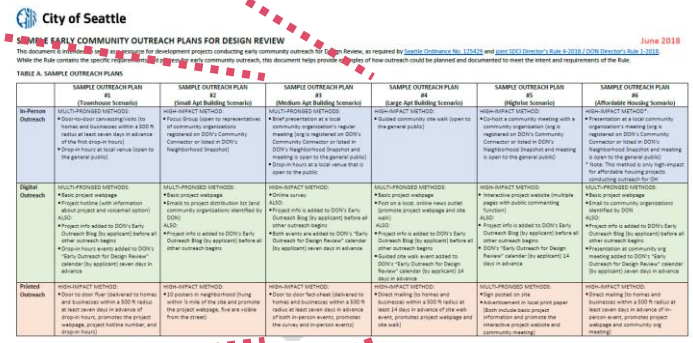
Evaluation Survey Coming Soon!



Sample Outreach Plans

Use one of ours or design your own

SAMPLE OUTREACH PLAN #3 (Medium Apt Building Scenario)
MULTI-PRONGED METHODS: • Brief presentation at a local community organization's regular meeting (org is registered on DON's Community Connector or listed in DON's Neighborhood Snapshot and meeting is open to the general public) • Drop-in hours at a local venue that is open to the public
HIGH-IMPACT METHOD: • Online survey ALSO: • Project info is added to DON's Early Outreach Blog (by applicant) before all other outreach begins • Both events are added to DON's "Early Outreach for Design Review" calendar (by applicant) seven days in advance
HIGH-IMPACT METHOD: • Door to door fact-sheet (delivered to homes and businesses within a 500 ft radius at least seven days in advance of both in-person events, promotes the survey and in-person events)


City of Seattle

SAMPLE EARLY COMMUNITY OUTREACH PLANS FOR DESIGN REVIEW

June 2018

Available online

SCENARIO FOR SAMPLE PLAN #3 (Medium Apartment Building)
Crown Hill Approx. 50,000 ft / 40-50 apartments 5 stories Corner of commercial arterial, bordering residential Mixed use, some live/work MFTE (affordable housing) component

DON Website: Planning Resources

Neighborhood Snapshots

Demographics, meeting rooms, community groups, local plans/initiatives

Community Connector

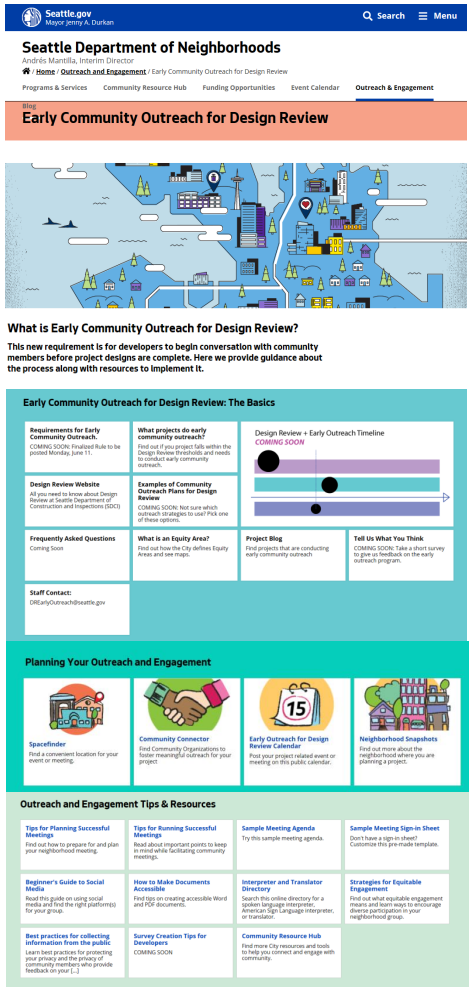
Find local community organizations

Early Outreach Event Calendar

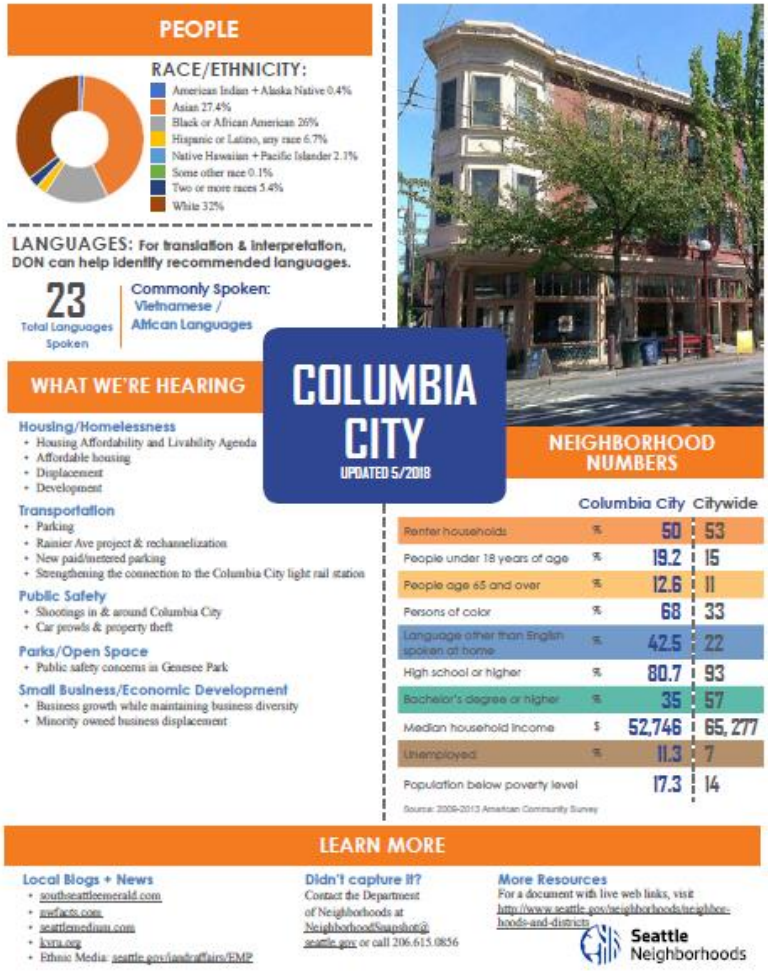
Post public in-person events here

Spacefinder

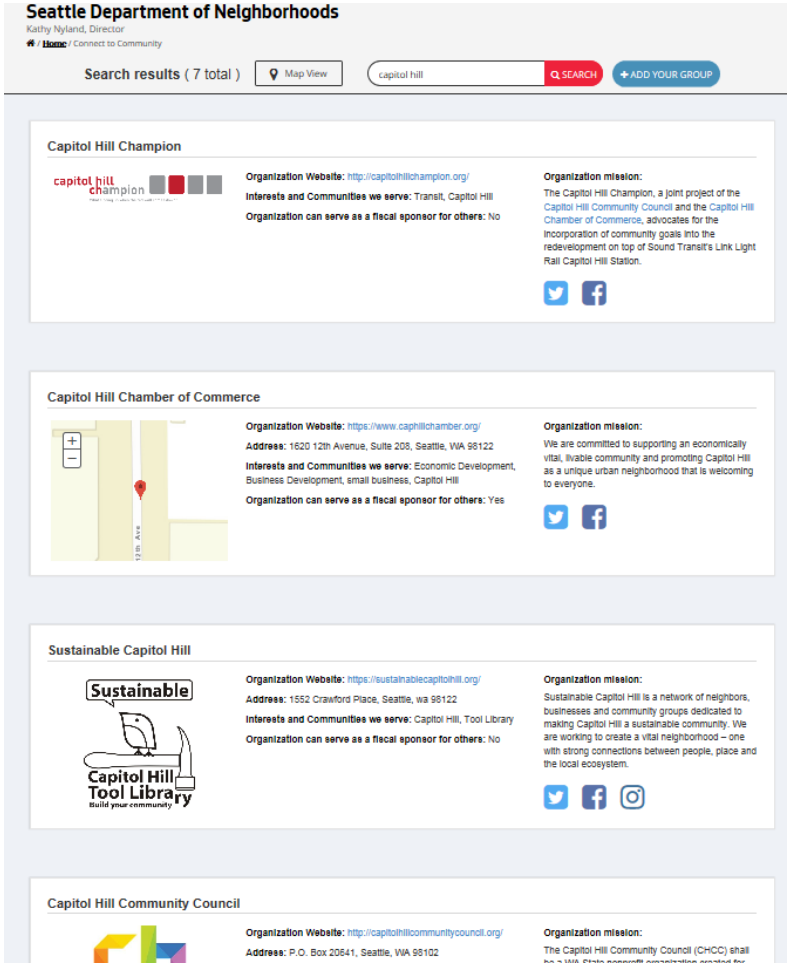
Find meeting rooms



Neighborhood Snapshot



Community Connector



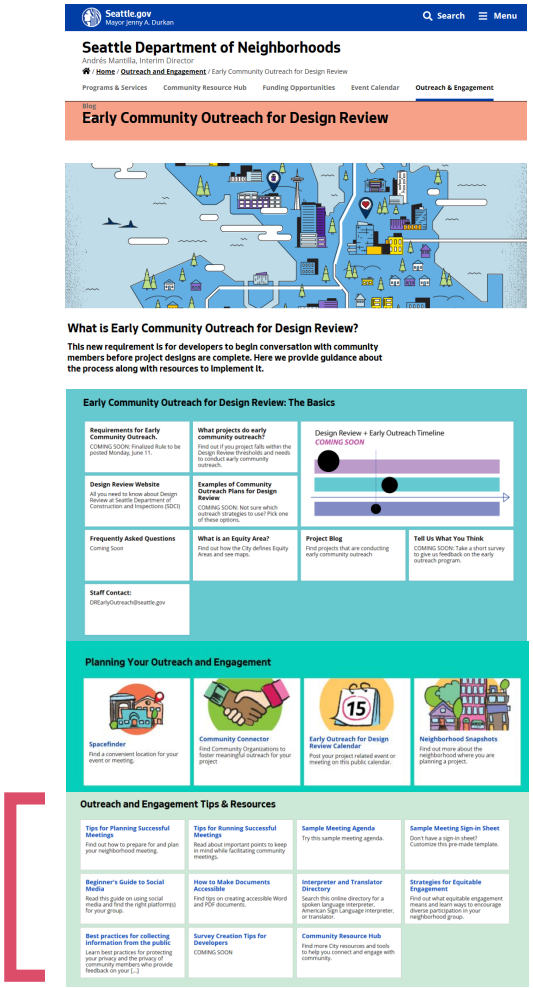
DON Website: Tips & Resources

Tips and Templates for Meetings

Interpreter & Translator Directory

Strategies for Equitable Engagement

Best Practices for collecting information from the public



More Information

Info Sessions for Developers

- Today, June 20, 4pm

  Seattle Municipal Tower (SMT) 19th Floor

Reddit "Ask Me Anything" Sessions

- July 10, 12-1pm
- August 14, 8-9am

Questions

Lisa Rutzick, SDCI

Design Review Program Manager

Lisa.Rutzick@seattle.gov

Danielle Friedman, DON

DREarlyOutreach@seattle.gov

www.seattle.gov/neighborhoods/outreach-and-engagement/design-review-for-early-outreach