

Department of Planning and Development

D.M. Sugimura, Director

MEMORANDUM- LAND USE REFERRAL

DPD#: ADDRESS:

DATE: July 7, 2017

RE: Distribution of preliminary plans (SMC 23.22.024) related to the Preliminary Subdivision for the re-development of **Plat** of DPD No.

TO: Subdivision Reviewers (including all locations) may need to update

normal routing locations

- SDOT –Street Use (SMT 39-00): Elizabeth Sheldon: Ph: (206) 684-7945
 - -3 copies of plat
 - -copy of street improvement plans.
 - -copy of other improvements if applicable
- Fire, Rich Richardson (TM 02-04) (normal routing location Plans Routing bin)
- Public Utilities (SPU Water, Real Property), Audrey Hansen, (ST 49-00) c/o Joe Phan Plans Routing Water bin
- City Light Plan Review Team (SMT 3624) (normal routing location- inter office)
- Addressing Review, DPD- in house review
 -2 copies
- Zoning Review, DPD in house review
- Ordinance & Structural, DPD- in house review
- Drainage Review, DPD- in house review
- Department of Parks and Recreation, Terry Dunning (PK-01-01) inter-office
- City Clerk, Linda Diibon -MS: CH 03-10 (Notice language, GIS map, Hansen app, copy of plat)
- King County Metro-Transit Division, Gary Kriedt, (MS KSC-TR-0431),
 (201 S. Jackson St, Seattle, WA 98104-3856)- inter office
- Dept. of Public Health, (MLK-PH-1100) (ph): 206) 296-4792
 Receives Referral Michelle Pederson
 Address: 401 5th Ave., Ste. 1100 Seattle 98104
 Reviewer: Lee Dorigan (lee.dorigan@metrokc.gov) PH: 206.263.8494
- Office of Housing, Adrienne Quinn (ST-57-00) inter-office (206.615.1561) (206.615.1561) adrienne.quinn@seattle.gov

Please find the attached preliminary subdivision plans for ADDRESS (if reception has been confirmed another copy of the plat will not be attached). In an effort to complete the DPD Director's recommendation to the Hearing Examiner, please respond with comments, requests for clarifying information and requests for plan corrections with **in thirty (30)** days of the reception of the proposed plat. If we do not receive a response or an extension request **within 30 days**, we will presume your department does not have any comments. Thank you for your cooperation. **Regardless of comments or previous correspondence with the Land Use Planner, PLEASE SEND A CONFIRMATION EMAIL upon reception of this document and or the subdivision proposal using the information below**. Transmit any responses by mail or through an email attachment to:

Locations North of Ship Canal	Locations South of Ship Canal
Andrea Aldridge	Jessica Batterman
Department of Planning and Development	Department of Planning and Development
700 Fifth Ave, Suite 2000	700 Fifth Ave, Suite 2000
P O Box 34019	P O Box 34019
Seattle, WA 98124-4019	Seattle, WA 98124-4019
Mailstop SMT-19-19	Mailstop SMT-19-19
Seattle, WA 98104	Seattle, WA 98104
Tel: (206) 684-0802	Tel: (206) 684-8420
andrea.aldridge@seattle.gov	jessica.batterman@seattle.gov

SMC 23.22.024 Distribution of preliminary plans.

If the Director determines that the subdivider has met all the application requirements for the preliminary plat and that the preliminary plat contains sufficient elements and data to furnish a basis for its approval or disapproval, the Director shall affix a file number and date of receipt to the application and promptly forward three (3) copies of the plat and the subdivider's preliminary plans for streets and other improvements to the Director of Transportation.

The Director shall also forward a copy of the preliminary plat to each of the following:

- A. Director of Public Health;
- B. Superintendent of City Light;
- C. Director of Housing;
- D. Superintendent of Parks and Recreation;
- E. Director of Seattle Public Utilities;
- F. Chief, Fire Department;
- G. Metropolitan Services Department;

Who shall **review the preliminary plat and, within thirty (30) days,** furnish the Director with a report as to the effect of the proposed subdivision upon the public health, safety and general welfare, and containing their recommendations for approval or disapproval of the preliminary plat. The reports of the Director of Transportation and the Director of Seattle Public Utilities shall also include a recommendation as to the extent and type of improvements to be provided in dedicated areas and a preliminary estimate of the cost of these improvements.