

SUMMARY and FISCAL NOTE

Department:	Dept. Contact:	CBO Contact:
Mayor's Office	Melissa Wilke, OPCD	Jennifer Breeze

1. BILL SUMMARY

Legislation Title: AN ORDINANCE relating to administration of the Major Institutions and Schools program; transferring administration of Major Institutions and Schools program from the Department of Neighborhoods to the Office of Planning and Community Development; amending Sections 23.69.032, 23.78.002, 23.78.006, 23.78.010, 23.78.012, 23.78.014, 23.79.004, and 23.79.006 of the Seattle Municipal Code.

Summary and Background of the Legislation: This legislation amends relevant sections of the Seattle Municipal Code to implement the transfer of the Major Institution Master Plans and Development Standard Departures for Public Schools program from the Department of Neighborhoods to the Office of Planning and Community Development. Specifically, the legislation replaces references to the Department of Neighborhoods with references to the Office of Planning and Community Development. The legislation does not make any substantive revisions to program requirements.

The transfer of associated budget and a position is included in the 2026 Proposed Budget.

2. CAPITAL IMPROVEMENT PROGRAM

Does this legislation create, fund, or amend a CIP Project? ☐ Yes ☒ No

3. SUMMARY OF FINANCIAL IMPLICATIONS

Does this legislation have financial impacts to the City? ☐ Yes ☒ No

3.d. Other Impacts

Does the legislation have other financial impacts to The City of Seattle, including direct or indirect, one-time or ongoing costs, that are not included in Sections 3.a through 3.c? If so, please describe these financial impacts.

No; there are no new one-time or ongoing costs as a result of the changes in this legislation. The Mayor's 2026 Proposed Budget includes a net-zero transfer of budget and position authority from the Department of Neighborhoods to the Office of Planning and Community Development (approximately \$184,000 annually and 1.0 FTE).

The transfer also includes an administrative change to the revenue collection function. The Office of Planning and Community Development will collect the revenues associated with this body of work.

If the legislation has costs, but they can be absorbed within existing operations, please describe how those costs can be absorbed. The description should clearly describe if the absorbed costs are achievable because the department had excess resources within their existing budget or if by absorbing these costs the department is deprioritizing other work that would have used these resources.

N/A

Please describe any financial costs or other impacts of *not* implementing the legislation.

There are no financial costs of not implementing the legislation. The Office of Planning and Community Development is well positioned to consider the needs of major institutions and schools to grow and change over time in the context of the City's Comprehensive Plan and its overarching policies for growth and development. The City will not leverage this expertise for the program if the legislation is not implemented.

Please describe how this legislation may affect any City departments other than the originating department.

The Department of Neighborhoods and the Office of Community and Planning Development have coordinated on this change and will continue partnering as this transition of this body of work is implemented in 2026.

4. OTHER IMPLICATIONS

a. Is a public hearing required for this legislation?

No

b. Is publication of notice with The Daily Journal of Commerce and/or The Seattle Times required for this legislation?

No

c. Does this legislation affect a piece of property?

No

d. Please describe any perceived implication for the principles of the Race and Social Justice Initiative.

i. How does this legislation impact vulnerable or historically disadvantaged communities? How did you arrive at this conclusion? In your response please consider impacts within City government (employees, internal programs) as well as in the broader community.

N/A

- ii. **Please attach any Racial Equity Toolkits or other racial equity analyses in the development and/or assessment of the legislation.**

N/A

- iii. **What is the Language Access Plan for any communications to the public?**

N/A

e. Climate Change Implications

- i. **Emissions: How is this legislation likely to increase or decrease carbon emissions in a material way? Please attach any studies or other materials that were used to inform this response.**

N/A

- ii. **Resiliency: Will the action(s) proposed by this legislation increase or decrease Seattle's resiliency (or ability to adapt) to climate change in a material way? If so, explain. If it is likely to decrease resiliency in a material way, describe what will or could be done to mitigate the effects.**

N/A

- f. **If this legislation includes a new initiative or a major programmatic expansion: What are the specific long-term and measurable goal(s) of the program? How will this legislation help achieve the program's desired goal(s)? What mechanisms will be used to measure progress towards meeting those goals?**

N/A

- g. **Does this legislation create a non-utility CIP project that involves a shared financial commitment with a non-City partner agency or organization?**

No.

5. ATTACHMENTS

Summary Attachments: None.