

## Changes to Decision Procedures for Land Use Permit Applications

(Based on Table in OMC 18.72.100)

	Director	SPRC	DRB	PC	HC	HE	Council	New Application Type	Changes to Decision Procedure
<b>ZONING</b>									
Conditional Use Permit	D	R				D		III	No change
Development Agreement, associated with a development permit application requiring Hearing Examiner review						R	D	IV	No change
Development Agreement, not associated with a development permit application requiring Hearing Examiner review							D	IV	No change
Interpretations	D					O		I	No change
Land Use Review	D <sup>1</sup>	R				O		II	No change
Small Lot Review	D					O		II	No change

	Director	SPRC	DRB	PC	HC	HE	Council	New Application Type	Changes to Decision Procedure
Townhouse (2 – 4 Units)	D					O		II	No change in procedure. Section 18.64.040 OMC on townhouse review procedures deleted because duplicative of subdivision procedures.
Townhouse (10 or more units)		R	R			D		III	Director recommendation added in Type III. Section 18.64.040 OMC on townhouse review procedures deleted because duplicative of subdivision procedures.
Townhouse Final (2-9)	D					O		I	No change in procedure. Section 18.64.040 OMC on townhouse review procedures deleted because duplicative of subdivision procedures.
Townhouse Final (10 or more)		R					D	I	Changed to Type I to match final plat procedures previously adopted by City Council.
Zoning Variance	R					D		III	No change.
Zone Map Change, without Plan Amendment	R					R	D	III	No change. City Council decision authority noted in Table 18.XX-2 (page 5 of draft ordinance)

	Director	SPRC	DRB	PC	HC	HE	Council	New Application Type	Changes to Decision Procedure
Zone Change, with Plan Amendment or Ordinance Text Amendment	R			R			D	IV	No change.
Home Occupation	D					O		I (if needed)	No permit required if meet standards. If determination needed as to whether meets standards, treated as a Development Regulation Interpretation.
Temporary Use Permit	D					O		I	No change.
SEPA exempt Building Permit	D					O			NA. Building permits not in scope of this land use review ordinance.
Parking or Fence Variance	D	R				O		I	No change.
Accessory Dwelling Unit	D					O		I (if needed)	No change. Building permit required; no land use review required if meet standards.
Short-Term Rental – Vacation Rental	D					O		I	No change.
Accessory Building	D					O		I (if needed)	No change. Building permit required; no land use review required if meet standards.

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Occupancy Permit	D					O			NA. Building permits not in scope of this land use review ordinance.
Sign Permit	D					O		I	No change.
Landscape Plan	D					O		I - III	No change. Reviewed as part of primary land use application.
Tree Plan	D					O		I - III	No change. Reviewed as part of primary land use application.
Historic Properties	D	R			R	O		I - III	No change. Reviewed as part of primary land use or building permit application.
<b>COMPREHENSIVE PLAN</b>									
Amendments (map, text)	R			R			D	IV	No change.
<b>DESIGN REVIEW</b>									
Detailed Review	D		R					I - III	No change. Reviewed as part of primary land use application.
major			O					I - III	No change. Reviewed as part of primary land use application.

	Director	SPRC	DRB	PC	HC	HE	Council	New Application Type	Changes to Decision Procedure
Concept Review	D	R	R			O		I - III	No change. Reviewed as part of primary land use application.
Signs (general)	D					O		I - III	No change. Reviewed as part of primary land use application.
Scenic Vistas	D	R	R			O		I - III	No change. Reviewed as part of primary land use application.
<b>ENVIRONMENTAL</b>									
Threshold Determination	D					O		I - IV	No change. Reviewed as part of primary land use application, unless exception applies.
Impact Statement Adequacy	D					O		I - IV	No change. Reviewed as part of primary land use application.
Reasonable Use Exception (RUE)	R					D		II - III	Clarified that RUE decision is based on the primary land use application.
SEPA Mitigating Conditions	D					O		I - IV	No change. Reviewed as part of primary land use application.
Shoreline Substantial Development Permit	D	R						II	No change in procedure. Clarified existing code reference in 18.82.120 OMC to 'shoreline development permits', which did not differentiate between shoreline substantial

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									development permits and shoreline conditional use permits.
Shoreline Conditional Use Permit		R				D		III	No change.
Shoreline Variance		R				D		III	No change.
Shoreline Permit Revision or Exemption	D					O		II	No change in procedure. Clarified existing code reference in 18.82.120 OMC to 'shoreline development permits', which did not differentiate between shoreline substantial development permits and shoreline conditional use permits.
<b>SUBDIVISION</b>									
Boundary Line Adjustment (including lot consolidation)	D					O		I	No change.
Preliminary Plat, Long	R					D		III	No change.
Preliminary Short, (2-9 lots)	D <sup>1</sup>					O		II	No change.
Final Short Plat	D					O		I	No change.
Final Long Plat	D					O		I	No change.

	Director	SPRC	DRB	PC	HC	HE	Council	New Application Type	Changes to Decision Procedure
Master Plan Approval	R		R			R	D	III	No change. City Council decision authority noted in Table 18.XX-2 (page 5 of draft ordinance)
MPD Project Approval		R	R			D		III	No change.
Preliminary PRD		R				R	D	III	No change. City Council decision authority noted in Table 18.XX-2 (page 5 of draft ordinance)
Final PRD		R					D	I - II	No change. Approval procedures are same as final plat or binding site plan.
Time Extensions	D					O		I	No change.

<sup>1</sup> Except when the Director refers the project for a public hearing before the Hearing Examiner pursuant to OMC [18.60.080](#) or [17.32.130\(A\)\(4\)](#).

**KEY:**

Director = Community Planning and Development Director or designee

SPRC = Site Plan Review Committee

DRB = Design Review Board

PC = Planning Commission

**KEY:**

HC = Heritage Commission

HE = Hearing Examiner

Council = City Council

R = Recommendation to Higher Review Authority

D = Decision

O = Open Record Appeal Hearing

C = Closed Record Appeal Hearing

[NOTE: City Council decisions may be appealed to Superior Court, except comprehensive plan decisions, which may be appealed to the State Growth Management Hearings Board.]