

Staff Amendments List

Item	Code section	Proposed change (highlighted text shows divergence from original proposal)	Rationale
1	33.140.050	<i>Replace reference to the old neighborhood contact section (33.700.025) with a reference to the new Neighborhood Contact chapter (33.705.020.A).</i>	Correction
2	33.218.015.D.3. Neighborhood Contact letters.	<i>Delete subsection 33.218.015.D.3 referring to the neighborhood contact requirement.</i>	Correction
3	33.705.020.A.2. And 33.705.020.B.2.	<p><i>Combine A.2. and A.2.a, and re-letter A.2.b through f to be A.2.a through e. Do the same for B.2. and B.2.a through f</i></p> <p>2. Sign. The applicant must post at least one sign on the proposed development site at least 35 days, but not more than one year, before applying for a land use review or building permit.</p> <p>[Reletter b through f to be a through e]</p>	<p>Correction to specify who is responsible for posting the sign. This revision makes it clear that it is the applicant who posts the sign.</p>
4	33.705.020.A.2.b And 33.705.020.B.2.b	<p><i>Replace the phrase “construction begins” with phrase “a building permit is issued” and ensure that the sign is removed when a land use hearing notice is posted on the site.</i></p> <p>b. The required signs must remain on the site until a building permit is issued or one year has passed since the application that triggers the sign requirement was submitted, whichever is less, except that the required signs must be removed from the site when required posting for a land use review occurs.</p>	<p>Defining when “construction begins” is difficult and could be discretionary. Replacing it with the issuance of the building permit which is not discretionary and is more specific.</p> <p>Removal of signs when a hearing is posted reduces potential confusion about the processes.</p>

5	33.705.020.A.2.e (3)	<p><i>Add the word “neighborhood” between “district” and “coalition”</i></p> <p><u>(3) The name, telephone number and email address of the district neighborhood coalition that includes the site</u></p>	Correction to make the term consistent with the rest of the code.
6	33.705.020.A	<p><i>Add requirements for application</i></p> <p><u>3. Required information. The following information must be submitted as part of the application for a land use review or building permit:</u></p> <p><u>a. A copy of the email or letter that was sent as required by Paragraph A.1.;</u></p> <p><u>b. A list of the email or postal addresses to which the email or letter required by Paragraph A.1.was sent;</u></p> <p><u>c. A photograph of the sign required by Paragraph A.2. posted on the site;</u></p> <p><u>d. A signed statement certifying that the required email or letter was sent, and the required signs were posted, at least 35 days, but not more than one year, before applying for a land use review or building permit.</u></p>	Clarifies what BDS staff will expect to receive at the point of application.
7	33.705.020.B.3	<p><i>Add “and school district”</i></p> <p><u>3. Meeting. The applicant must schedule and attend one public meeting. Notes from the meeting and an explanation of any changes made to the proposal as a result of comments received at the public meeting must be emailed or mailed to the neighborhood association, district neighborhood coalition, business association and school district before an application for a land use review or building permit can be accepted.</u></p>	Correction maintaining consistency with rest of requirement.

8	33.705.020.B	<p><i>Add requirements for application</i></p> <p>4. <u>Required information. The following information must be submitted as part of the application for a land use review or building permit:</u></p> <p>a. <u>A copy of the email or letter that was sent as required by Paragraph B.1.;</u></p> <p>b. <u>A list of the email or postal addresses to which the email or letter required by Paragraph B.1.was sent;</u></p> <p>c. <u>A photograph of the sign required by Paragraph B.2. posted on the site;</u></p> <p>d. <u>A copy of the notes from the meeting and an explanation of any changes made to the proposal as a result of comments received at the public meeting required by Paragraph B.3;</u></p> <p>e. <u>A signed statement certifying:</u></p> <p>(1) <u>That the required email or letter was sent at least 35 days, but not more than one year, before applying for the land use review or building permit;</u></p> <p>(2) <u>That the required signs were posted at least 35 days, but not more than one year, before applying for the land use review or building permit;</u></p> <p>(3) <u>That the required meeting was held at least 14 days before applying for the land use review or building permit, and at least 14 days after sending the email or letter and posting the required signs; and</u></p>	<p>As above, clarifies what BDS staff will expect to receive at the point of application.</p>
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		<u>(4) That the notes from the required public meeting were emailed or mailed to the neighborhood association, district neighborhood coalition, business association and school district prior to applying for the land use review or building permit.</u>	
9	33.705.020.2.f(4)	Insert the word “written” between “A” and “summary”	Clarifies in what format the summary should be provided, consistent with other similar code requirements.
10	33.705.020.B.3.b	Delete the second b. “Be held in a location where there is an accessible route from outside the building to the space where the meeting will be held.”	Enforcing this would be very difficult, so BDS would prefer to have it removed.
11	33.730.014.B.1 & 2 33.730.015.B.1 & 2	Delete the word “outreach” from the first sentence.	Correction maintaining consistency with rest of requirement.
12	33.730.025.B.1	To be consistent with related language elsewhere in the code: <ul style="list-style-type: none"> ▪ Delete the term “outreach” from the first sentence. ▪ Replace “Neighborhood contact notification and sign” with “Neighborhood Contact I” in the first sentence. 	Correction maintaining consistency with rest of requirement.
13	33.730.030.B.1.b 33.730.030.B.2.b	Replace last sentence with “If the proposed development has already met the neighborhood contact requirements as part of a building permit process, it is exempt from the neighborhood contact requirements.”	Correction maintaining consistency with rest of requirement.