

**Department of Community and Economic Development
Planning Division
ADMINISTRATIVE POLICY/CODE INTERPRETATION**

**MUNICIPAL
CODE SECTIONS:**

RMC 4-8-120C Land Use Permit Submittal Requirements

REFERENCE:

N/A

SUBJECT:

Planned Urban Development (PUD) Public Information Sign requirements

BACKGROUND:

Currently the installation of the public information sign and the submittal of the Affidavit of Posting are required at Final PUD application. This Code Interpretation modifies the Land Use Permit Submittal Requirements to require the installation of a public information sign and the submittal of the subsequent Affidavit of Posting as a submittal requirement for the Preliminary PUD application.

JUSTIFICATION:

Per RMC 4-8-080G a Preliminary Planned Urban Development application is processed as a Type III permit, which requires a 14 day public comment period and a public hearing before the Hearing Examiner. A Final PUD application is processed as a Type II permit, which requires a 14 day public comment period and is an administrative decision.

Currently, the submittal requirements for land use permits (RMC 4-8-120C) require to the submittal of 2 copies of an Affidavit of Installation of Public Information Sign with the submittal of an application for Final PUD. This appears to be an error. The installation of the public information sign should not occur with the application for Final PUD as the approval of the Preliminary PUD has already been granted. The public information sign should be installed prior to the submittal of an application for Preliminary PUD approval to provide ample notification to the public about the proposed PUD application and the opportunity for public comment early in the review process.

DECISION:

Amend the Land Use Permit Submittal Requirements to require the submittal of the Affidavit of Installation of Public Information Sign with the Preliminary PUD application and remove the Affidavit of Installation of Public Information Sign as a requirement for the submittal of the Final PUD application.

**ADMINISTRATOR
APPROVAL:**

C. E. "Chip" Vincent

DATE:

June 16, 2014

**APPEAL
PROCESS:**

To appeal this determination, a written appeal--accompanied by the required filing fee--must be filed with the City's Hearing Examiner (1055 South Grady Way, Renton, WA 98057, 425-430-6515) no more than 14 days from the date of this decision. Your submittal should explain the basis for the appeal. Section 4-8-110 of the Renton Municipal Code provides further information on the appeal process.

**CODE
AMENDMENTS
NEEDED TO
IMPLEMENT
DETERMINATIONS:**

4-8-120 SUBMITTAL REQUIREMENTS – SPECIFIC TO APPLICATION TYPE:

C.

LAND USE APPLICATIONS SUBMITTAL REQUIREMENTS	TYPE OF APPLICATION/PERMIT	PUD,	PUD,
		Preliminary	Final
10% Notice of Intent to Annex			
60% Petition to Annex			
Additional Animals Application Form			
Affidavit of Installation of Public Information Sign		2	2