SB-5290						
Bill pg #	**Bill line #**	**Topic per RZC**	**Bill Excerpt**	**Primary Portion Amended and Relevant Code Portions**	**Relevant Process / Performance Improvement Plans**	**Additional Notes (Story)**
2	5	Permits (TIs, etc) involving Building Code	5 3) A local government must exclude project permits for interior alterations from site plan review, provided that the interior 6alterations do not result in the following: 7(a) Additional sleeping quarters or bedrooms; 8(b) Nonconformity with federal emergency management agency 9substantial improvement thresholds; or 10(c) Increase the total square footage or valuation of the 11structure thereby requiring upgraded fire access or fire suppression 12systems. 13(4) Nothing in this section exempts interior alterations from 14otherwise applicable building, plumbing, mechanical, or electrical 15codes.	**21.76.020 Overview of the Development Process** 21.76.010 User Guide 21.76.090 Post-Approval Actions 21.34.020 (Lighting) Applicability		SB-5290 is not intended to modify the process or timeframes related to tenant improvements -- modifications to building interiors such as for new commercial/retail tenants. When these improvements involve more than just the interior. An application limited to modification or replacement of a sign appears to be within the scope of "interior alteration" unless other improvements such as to the site are involved.
2	16	Permits (TIs, etc) involving Building Code	16(5) For purposes of this section, "interior alterations" include 17construction activities that do not modify the existing site layout 18or its current use and involve no exterior work adding to the 19building footprint.			
4	33	Definition	(1) "Closed record appeal" means an administrative appeal on the 34 record to **a local government body or officer, including the** **35 legislative body,** following an open record hearing on a project 36 permit application when the appeal is on the record with no or 37 limited new evidence or information allowed to be submitted and only appeal argument allowed.38 39 (2) "Local government" means a county, city, or town.	**21.78 Definitions**		
5	1	Definition	1 (3) "Open record hearing" means **a hearing, conducted by a single** **2 hearing body or officer authorized by the local government to conduct** **3 such hearings, that creates the local government's record through** **4 testimony and submission of evidence and information,** under 5 procedures prescribed by the local government by ordinance or 6 resolution. An open record hearing may be held prior to a local 7 government's decision on a project permit to be known as an "open 8 record predecision hearing." An open record hearing may be held on an 9 appeal, to be known as an "open record appeal hearing," if no open 10 record predecision hearing has been held on the project permit.	**21.78 Definitions**		These two definitions provide clarification and are proposed for consistency via cross-references from RZC 21.76.
5	11	Definition	11 (4) "Project permit" or "project permit application" means any land use or environmental permit or license required from a local 12government for a project action, including but not limited to 13((building permits,)) subdivisions, binding site plans, planned unit 14developments, conditional uses, shoreline substantial development 15permits, site plan review, permits or approvals required by critical 16area ordinances, site-specific rezones ((authorized by a 17comprehensive plan or subarea plan)) which do not require a 18comprehensive plan amendment, but excluding the adoption or amendment 19of a comprehensive plan, subarea plan, or development regulations 20except as otherwise specifically included in this subsection.	**21.78 Definitions**		This definition provides an important clarification for "project permit". It relates directly to Section 7 of the bill -- the scope of the required changes to streamline local governments' permit review procedures. While this definition is consistent with the city's existing protocols, a definition is proposed to be included in RZC 21.78, ensuring consistency with the state mandates and terminology and for consistency with neighboring local governments as well as King County.
5	1	Definition	22 (5) "Public meeting" means an informal meeting, hearing, 23 workshop, or other public gathering of people to obtain comments from 24 the public or other agencies on a proposed project permit prior to 25 the local government's decision. A public meeting may include, but is 26 not limited to, a design review or architectural control board 27 meeting, a special review district or community council meeting, or a 28 scoping meeting on a draft environmental impact statement. A public 29 meeting does not include an open record hearing. The proceedings at a 30 public meeting may be recorded and a report or recommendation may be 31 included in the local government's project permit application file.	**21.78 Definitions**		This definition is not necessary for amendment to the RZC as it is currently defined and coordinates with relevant portions of the Comprehensive Plan and Zoning Code.

SB-5290						
Bill pg #	**Bill line #**	**Topic per RZC**	**Bill Excerpt**	**Primary Portion Amended and Relevant Code Portions**	**Relevant Process / Performance Improvement Plans**	**Additional Notes (Story)**
5	34	Time and Notice	(1)(a) Within ((twenty-eight)) 28 days after receiving a project 34permit application, a local government planning pursuant to RCW 36.70A.040 shall ((mail or)) provide ((in person)) a written 36determination to the applicant((, stating)).	**21.76.040 Time Frames for Review** 21.76.080 Notices	This section is included in the Process Improvement Plan. Working to streamline the City's current process of "Completeness Check" - the process of submitting "In-Complete" with the customer; and then Re-Reviewing once the Applicant resubmits.	These clarifications, introduced by Section 6 of 5290, require modifications to the city's project permit application. The application must include procedural requirements the allow staff to determine application completeness or incompleteness. This is the first step involved in permit review, allowing the applicant to confirm that they have submitted all necessary materials for the project permit reviewers to review and provide specific response to the applicant regarding code conformance -- the step that follows in permit project review sequence.
5	38	Notice	37(b) The written determination must state either: 39(((a))) (i) That the application is complete; or (((b))) (ii) That the application is incomplete and that the 1procedural submission requirements of the local government have not 2been met. The determination shall outline what is necessary to make 3the application procedurally complete.			
6	5	Calendar Day	5(c) The number of days shall be calculated by counting every calendar day.			
6	7	Notice	7(d) To the extent known by the local government, the local government shall identify other agencies of local, state, or federal 8governments that may have jurisdiction over some aspect of the 9application.			
6	11	Completeness	11 (2) A project permit application is complete for purposes of this section when it meets the procedural submission requirements of the 12local government, as outlined on the 15project permit application. Additional information or studies may be 16required or project modifications may be undertaken subsequent to the 17procedural review of the application by the local government. The 18determination of completeness shall not preclude the local government 19from requesting additional information **or studies either at the time** **20of the notice of completeness or subsequently if new information is** **21required or substantial changes in the proposed action occur.** 22However, if the procedural submission requirements, as outlined on 23the project permit application have been provided, the need for 24additional information or studies may not preclude a completeness 25determination.			Project locations are unique and on occassion, additional information becomes necessary for the city to complete its review of a project permit application. This provision ensures the ability for the city to request the relevant, additional information.
6	27	Consolidation and Notice	27(3) The determination of completeness may include or be combined 27with the following ((as optional information)): 28 (a) A preliminary determination of those development regulations 29that will be used for project mitigation; 30 (b) A preliminary determination of consistency, as provided under 31RCW 36.70B.040; ((or)) 32 (c) Other information the local government chooses to include; or 33(d) The notice of application pursuant to the requirements in RCW 36.70B.110.	**21.76.040 Time Frames for Review** 21.76.030 Application Requirements		In addition to studies and the city's need for additional information, as described above, some projects may receive preliminary determinations and other information that can be provided concurrently with the notice of completeness.
6	36	Completeness and Time	36 (4)(a) An application shall be deemed procedurally complete on the 29th day after receiving a project permit application under this 37section if the local government does not provide a written 38determination to the applicant that the application is procedurally 39incomplete as provided in subsection (1)(b)(ii) of this section. When the local government does not provide a written determination, they 1may still seek additional information or studies as provided for in 2subsection (2) of this section. 3 (b) Within ((fourteen)) 14 days after an applicant has submitted 4to a local government additional information identified by the local 5government as being necessary for a complete application, the local 6government shall notify the applicant whether the application is 7complete or what additional information is necessary. 8(c) The notice of application shall be provided within 14 days 9after the determination of completeness pursuant to RCW 36.70B.110.			The written notice of completeness is due to the applicant within 28 days after receiving a project permit applicant. If the city does not meet this timeline, the project shall default to a complete status on the 29th day. And, when additional information is determined to be needed, the city must notify the applicant regarding completeness within 14 days after the additional information was submitted.

SB-5290						
Bill pg #	**Bill line #**	**Topic per RZC**	**Bill Excerpt**	**Primary Portion Amended and Relevant Code Portions**	**Relevant Process / Performance Improvement Plans**	**Additional Notes (Story)**
	13	Development regulations establishing permit types, contents for completeness, timeframes, and procedures	11 Sec. 7. RCW 36.70B.080 and 2004 c 191 s 2 are each amended to read as follows:12 13 (1)(a) **Development regulations adopted pursuant to RCW 36.70A.040** **14 must establish and implement time periods for local government** **15 actions for each type of project permit application and provide** **16 timely and predictable procedures to determine whether a completed** **17 project permit application meets the requirements of those** **18 development regulations.** The time periods for local government 19 actions for each type of complete project permit application or 20 project type should not exceed those specified in this section. 24 (b) For project permits submitted after January 1, 2025, 25 the development regulations must, for each type of permit 26 application, specify the contents of a completed project permit 27 application necessary for the complete compliance with the time 28 periods and procedures.	Amendment per this requirement are listed above for update to 21.76.040 Time Frames for Review. Also relevant to updates in sections: 21.76.050 Permit Types and Procedures 21.76.060 Process Steps and Decision Criteria	This section is included in the Process Improvement Plan. Our focus is ensuring internal processes are streamlined to ensure we meet the timeframe requirements. Our Process / Performance Improvement Plan is also working to continuously improve on these timeframes, so we are not just halting improvement	Section 7 of 5290, revises the existing 120-day time period for project permit review, measured from the date an application is determined complete. The new default time periods listed in the Section 7 apply automatically if the local government does not adopt an ordinance setting or changing the time periods (by Jan. 1, 2025). The new time periods are described in more detail below.
7	29	Exclusions from permit types and timelines	29 (c) A jurisdiction may exclude certain permit types and 30 timelines for processing project permit applications as provided for 31 in RCW 36.70B.140.	No additional exclusions have been recommended during this first phase involving required amendments.		This provision allows local governments to propose permit types and timelines for exclusion from the new default time periods. The city does not currently propose any exemptions.
7	32	Completeness, Notice, and Time	32 (d) The time periods for local government action to issue a final 33 decision for each type of complete project permit application or 34 project type subject to this chapter should not exceed the following 35 time periods unless modified by the local government pursuant to this 36 section or RCW 36.70B.140: 37(i) For project permits which **do not require** public notice under 37RCW 36.70B.110, a local government must issue a final decision within 65 days of the determination of completeness under RCW 36.70B.070;			This provision sets forth the time periods for specific permit review. The first permit type involves projects that will not require a public notice. These are simpler modifications to a building or site and per the City structure, are categorically exempt from review under the State Environmental Policy Act (SEPA). These are reviewed administratively such as for a right-of-way use permit, sign permit, tree removal permit, or a building permit.
8	1	Time and Notice	(ii) For project permits which **require** public notice under RCW 136.70B.110, a local government must issue a final decision within 100 days of the determination of completeness under RCW 36.70B.070;		This section is included in the Process Improvement Plan. Our focus is ensuring internal processes are streamlined to ensure we meet the timeframe requirements.	This next permit type involves a public notice and are more complex in their scope than the type above. In this case, the Technical Committee provides the final decision on the project. Neighborhood meetings are also required for some of the permits within this category. Examples of these permits include a binding site plan, short plat, and site plan entitlement.
8	4	Completeness	4(iii) For project permits which **require** public notice under RCW 36.70B.110 and a public hearing, a local government must issue a 5final decision within 170 days of the determination of completeness 6under RCW 36.70B			The final permit type is the most complex of land use actions and includes both public notice and a public hearing. The Hearing Examiner or the City Council provides final decision. Neighborhood meetings are also required for some of the permits within this category. Examples of these permits include alteration of geologic hazard areas, conditional use permits, shoreline variance, master planned development, and essential public facility.

SB-5290						
Bill pg #	**Bill line #**	**Topic per RZC**	**Bill Excerpt**	**Primary Portion Amended and Relevant Code Portions**	**Relevant Process / Performance Improvement Plans**	**Additional Notes (Story)**
8	22	Completeness and Time	22 (g) The number of days an application is in review with the 23 county or city shall be calculated from the day completeness is 24 determined under RCW 36.70B.070 to the date a final decision is 25 issued on the project permit application. The number of days shall be 26 calculated by counting every calendar day and excluding the following 27 time periods: 28 (i) Any period between the day that the county or city has 29 notified the applicant, in writing, that additional information is 30 required to further process the application and the day when 31 responsive information is resubmitted by the applicant; 32 (ii) Any period after an applicant informs the local government, 33 in writing, that they would like to temporarily suspend review of the 34 project permit application until the time that the applicant notifies 35 the local government, in writing, that they would like to resume the 36 application. A local government may set conditions for the temporary 37 suspension of a permit application; and 38 (iii) Any period after an administrative appeal is filed until 39 the administrative appeal is resolved and any additional time period 40 provided by the administrative appeal has expired.	**21.76.040 Time Frames for Review**	Our Process / Performance Improvement Plan is also working to continuously improve on these timeframes, so we are not just halting improvement once we meet the Senate Bill 5290 limits.	
9	1	Time	1 (h) The time periods for a local government to process a permit 2 shall start over if an applicant proposes a change in use that adds 3 or removes commercial or residential elements from the original 4 application that would make the application fail to meet the 5 determination of procedural completeness for the new use, as required 6 by the local government under RCW 36.70B.070.		This section is included in the Process Improvement Plan. Our focus is ensuring internal processes are streamlined to ensure we meet the timeframe requirements. Our Process / Performance Improvement Plan is also working to continuously improve on these timeframes, so we are not just halting improvement once we meet the Senate Bill 5290 limits.	
9	7	Time	7 (i) If, at any time, an applicant informs the local government, 8 in writing, that the applicant would like to temporarily suspend the 9 review of the project for more than 60 days, or if an applicant is 10 not responsive for more than 60 consecutive days after the county or 11 city has notified the applicant, in writing, that additional 12 information is required to further process the application, an 13 additional 30 days may be added to the time periods for local 14 government action to issue a final decision for each type of project 15 permit that is subject to this chapter. Any written notice from the 16 local government to the applicant that additional information is 17 required to further process the application must include a notice 18 that nonresponsiveness for 60 consecutive days may result in 30 days 19 being added to the time for review. For the purposes of this 20 subsection, **"nonresponsiveness" means that an applicant is not making** **21 demonstrable progress on providing additional requested information** **22 to the local government, or that there is no ongoing communication** **23 from the applicant to the local government on the applicant's ability** **24 or willingness to provide the additional information.**	**21.76.040 Time Frames for Review** 21.78 Definitions		These provisions provide additional clarification to the way local governments calculate review time including the time during which the applicant is providing additional information or updating their submittal documents.

SB-5290						
Bill pg #	**Bill line #**	**Topic per RZC**	**Bill Excerpt**	**Primary Portion Amended and Relevant Code Portions**	**Relevant Process / Performance Improvement Plans**	**Additional Notes (Story)**
9	32	Fees	32 (l)(i) When permit time periods provided for in (d) of this 33 subsection, as may be amended by a local government, and as may be 34 extended as provided for in (i) of this subsection, are not met, a 35 portion of the permit fee must be refunded to the applicant as 36 provided in this subsection. A local government may provide for the 37 collection of only 80 percent of a permit fee initially, and for the 38 collection of the remaining balance if the permitting time periods 39 are met. The portion of the fee refunded for missing time periods 40 shall be: 1 (A) 10 percent if the final decision of the project permit 2 application was made after the applicable deadline but the period 3 from the passage of the deadline to the time of issuance of the final 4 decision did not exceed 20 percent of the original time period; or 5 (B) 20 percent if the period from the passage of the deadline to 6 the time of the issuance of the final decision exceeded 20 percent of 7 the original time period. 8 (ii) Except as provided in RCW 36.70B.160, the provisions in 9 subsection (l)(i) of this section are not applicable to cities and 10 counties which have implemented at least three of the options in RCW 11 36.70B.160(1) (a) through (j) at the time an application is deemed 12 procedurally complete.	This requirement has not been recommended for amendment during this first phase establishing required elements of the SB-5290. Please refer to the Process Improvement Plan, described in the column to the right.	This section is included in the Process Improvement Plan. We are working to ensure we have the technical ability to manage this change in how fees are collected, while also working to streamline processes so we avoid the need to refund.	This portion of Section 7 addresses the permit fee and related refund. A refund 10-20% of the permit fee is required, if the new time periods described above are not met. This portion of the bill also allows a local government to only collect 80% of a permit fee upon application, and the remainder only if time periods are met.
13	*3*	*Encouraged, varies*	*(1) Each local government is **encouraged** to adopt further project* *4 review and code provisions to provide prompt, coordinated review and* *5 ensure accountability to applicants and the public by:* *9 (a) Expediting review for project permit applications for* *10 projects that are consistent with adopted development regulations;* *11 (b) Imposing reasonable fees, consistent with RCW 82.02.020, on* *12 applicants for permits or other governmental approvals to cover the* *13 cost to the city, town, county, or other municipal corporation of* *14 processing applications, **inspecting and reviewing plans** , or preparing* *15 detailed statements required by chapter 43.21C RCW. The fees imposed* *16 may not include a fee for the cost of processing administrative* *17 appeals. Nothing in this subsection limits the ability of a county or* *18 city to impose a fee for the processing of administrative appeals as* *19 otherwise authorized by law;*	This optional section has not been recommended for amendment during this first phase establishing required elements of the SB-5290. Please refer to the Process Improvement Plan, described in the column to the right.	This section is included in the Process Improvement Plan. We are making good progress toward completing three (3) of these options before the end of 2024 - enabling the City of Redmond to gain the allowed fine exemptions.	
13	*20*	*Encouraged, varies*	*20 (c) Entering into an interlocal agreement with another* *21 jurisdiction to share permitting staff and resources;*			
13	*22*	*Encouraged, varies*	*22 (d) Maintaining and budgeting for on-call permitting assistance* *23 for when permit volumes or staffing levels change rapidly;*			
13	*24*	*Encouraged, varies*	*24 (e) Having new positions budgeted that are contingent on* *25 increased permit revenue;*			
13	*26*	*Encouraged, varies*	*26 (f) Adopting development regulations which only require public* *27 hearings for permit applications that are required to have a public* *28 hearing by statute;*			
13	*29*	*Encouraged, varies*	*29 (g) Adopting development regulations which make preapplication* *30 meetings optional rather than a requirement of permit application* *31 submittal;*			
13	*32*	*Encouraged, varies*	*32 (h) Adopting development regulations which make housing types an* *33 outright permitted use in all zones where the housing type is* *34 permitted;*			
13	*35*	*Encouraged, varies*	*35 (i) Adopting a program to allow for outside professionals with* *36 appropriate professional licenses to certify components of* *37 applications consistent with their license; or*			

SB-5290

Bill pg #	Bill line #	Topic per RZC	Bill Excerpt	Primary Portion Amended and Relevant Code Portions	Relevant Process / Performance Improvement Plans	Additional Notes (Story)
13	38	Encouraged, varies	*38 (j) Meeting with the applicant to attempt to resolve outstanding 39 issues during the review process. The meeting must be scheduled 40 within 14 days of a second request for corrections during permit 1 review. If the meeting cannot resolve the issues and a local 2 government proceeds with a third request for additional information 3 or corrections, the local government must approve or deny the 4 application upon receiving the additional information or corrections.*			Additional provisions are optional and through the adoption of three of more of these streamlining efforts, allows a local governments to bypass the refund provision listed above. These provisions are being analyzed for any possible implementation in coordination with the Process Improvement Plan.

HB-1293

Bill pg #	Bill line #	Topic per RZC	Bill Excerpt	Primary Portion Amended and Relevant Code Portions	Relevant Process / Performance Improvement Plans	
1	6	Design review	(1) For purposes of this section, "design review" means a 6 formally adopted local government process by which projects are 7 reviewed for compliance with design standards for the type of use 8 adopted through local ordinance	**21.76.020 Overview of the Development Process** RMC 4.23 Design Review Board		Provides a formal definition of design review. No amendment is proposed as design review is currently defined in RZC 21.58 Introducion.
1	10	Development regulations	(2) Except as provided in subsection (3) of this section, 10 counties and cities planning under RCW 36.70A.040 may apply in any 11 design review process only clear and objective development 12 regulations governing the exterior design of new development. For 13 purposes of this section, a clear and objective development 14 regulation: 15 (a) Must include one or more ascertainable guideline, standard, 16 or criterion by which an applicant can determine whether a given 17 building design is permissible under that development regulation; and 18 (b) May not result in a reduction in density, height, bulk, or 19 scale below the generally applicable development regulations for a 20 development proposal in the applicable zone.	In progress with update to Downtown Design Standards, to also inform Centers design standards. Anticipated City Council review in Q1 2025.		This provision sets forth the clear and objective design standard lens through which staff are proposing amendments to urban and citywide design standards. Work is underway and anticipated for City Council's review in late 2025.
2	1	Landmarks and historic districts	(3) The provisions of subsection (2) of this section do not apply 1 to development regulations that apply only to designated landmarks or 2 historic districts established under a local preservation ordinance	**21.76.020 Overview of the Development Process**		Buildings and sites that have been designated as historic landmarks are exempt from the provisions of this bill. Sixteen buildings/sites have been designed within Redmond.
2	4	Concurrent review	(4) Any design review process must be conducted concurrently, or 4 otherwise logically integrated, with the consolidated review and 5 decision process for project permits set forth in RCW 36.70B.120(3), 6 and no design review process may include more than one public 7 meeting	**21.76.020 Overview of the Development Process RMC 4.23 Design Review Board**	Concurrent review procedures are being addressed with the Process Improvement Plan described above.	This provision mirrors the same provisions of 5290 for concurrent project and design review for efficiency and permit streamlining.
2	9	Adoption	A county or city must comply with the requirements of this 9 section beginning six months after its next periodic comprehensive 10 plan update required under RCW 36.70A.130	Operational requirement that is not recommended for codification.		While concurrence with 1293 is not required until six months after the periodic comprehensive plan update (Redmond 2050), bill 1293 has direct relevance to the requirements of 5290 and therefore is proposed to be considered by the City Council concurrently.
2	14	Coordinated with Middle Housing Amendments	(1) Each local government is encouraged to adopt further project 14 review provisions to provide prompt, coordinated, and objective 15 review and ensure accountability to applicants and the public, 16 including expedited review for project permit applications for 17 projects that are consistent with adopted development regulations or 18 that include dwelling units that are affordable to low-income or 19 moderate-income households and within the capacity of systemwide 20 infrastructure improvements.	Coordinated with Middle Housing Amendments	Similarly, this provision also relates to the Process Improvement Plan described above.	This provision relates to Middle Housing amendments and is not proposed as part of this series.

SB-5290						
Bill pg #	**Bill line #**	**Topic per RZC**	**Bill Excerpt**	**Primary Portion Amended and Relevant Code Portions**	**Relevant Process / Performance Improvement Plans**	**Additional Notes (Story)**
2 and 3	31	Coordinated with Middle Housing Amendments	(5) For the purposes of this section: 31 (a) A dwelling unit is affordable if it requires payment of 32 monthly housing costs, including utilities other than telephone, of 33 no more than 30 percent of the family's income. 34 (b) "Dwelling unit" means a residential living unit that provides 35 complete independent living facilities for one or more persons and 36 that includes permanent provisions for living, sleeping, eating, 37 cooking, and sanitation, and that is sold or rented separately from 38 other dwelling units. 1 unrelated persons living together whose adjusted income is less than 2 80 percent of the median family income, adjusted for household size, 3 for the county where the household is located, as reported by the 4 United States department of housing and urban development, or less 5 than 80 percent of the city's median income if the project is located 6 in the city, the city has median income of more than 20 percent above 7 the county median income, and the city has adopted an alternative 8 local median income. 9 (d) "Moderate-income household" means a single person, family, or 10 unrelated persons living together whose adjusted income is at or 11 below 120 percent of the median household income, adjusted for 12 household size, for the county where the household is located, as 13 reported by the United States department of housing and urban 14 development, or less than 120 percent of the city's median income if 15 the project is located in the city, the city has median income of 16 more than 20 percent above the county median income, and the city has 17 adopted an alternative local median income.	Coordinated with Middle Housing Amendments		This provision relates to Middle Housing amendments and is not proposed as part of this series.