



The Latimore Company, LLC

2x6LU Working Group

“The LU Part”

Friday October 11, 2024



Goal for this Session: Cycle 2 and the “LU Part”

- Cycle 2
 - Intake screening just like Cycle 1 with its own Day 1
 - The info request, vetted during the internal meeting for clarity and consistency, is the checklist for Cycle 2 intake screening
 - Recommend the info request require a narrative that explains how each comment was addressed
 - We can consider formatting standards (like clouding) to distinguish net change
 - The same triage lead-time as Cycle 1 to complete 2nd Cycle intake screening
 - Cycle 2 starts when all reviewers are good
 - If omissions, the applicant resolves and schedules a new Cycle 2 Day 1. Optional Intake meeting.
 - 2nd submittal tends be prompt and similar in configuration since it’s more fully vetted up front to meet first cycle completeness standards
 - Radical differences from Cycle 1 can create a need for 3rd review if 2nd review has any RTNDs
 - May want to call for an Intake meeting when 2nd cycle submittal is substantially different
- Cycle 2 review, like Cycle 1 review, flows to the project lead (the planner)



Cycle Workflow → Flows to the Planner

- Division results flow to the Planner (the project lead, who pulls it all together)
 - To achieve best flow, division reviews complete before Planning starts
 - So, propose DE, BFS, Health, and PW reviews complete by end of Week 4
- Then the Planning review begins at the start of Week 5
 - Average Planning 2nd review in 2023 was 21 hrs
 - Planning/Zoning, Environmental, and SEPA steps. The staff report and decision steps come later.
 - P-PLAT Planning review in 2023 was 26 hrs (larger review example)
 - ~21-26 hours = 50-65% target review for a week
 - Balance of the 100% for completeness, meetings, pre-apps, lobby, etc.
 - We gain efficiencies from completeness rigor and defragmentation. Actual effort should be less.
- Is a sustained 50ish% target review goal feasible for Planning?
- Equates to essentially one 2x6LU cycle per T21 planner per week
 - This also sets Day 1 appointment slot availability

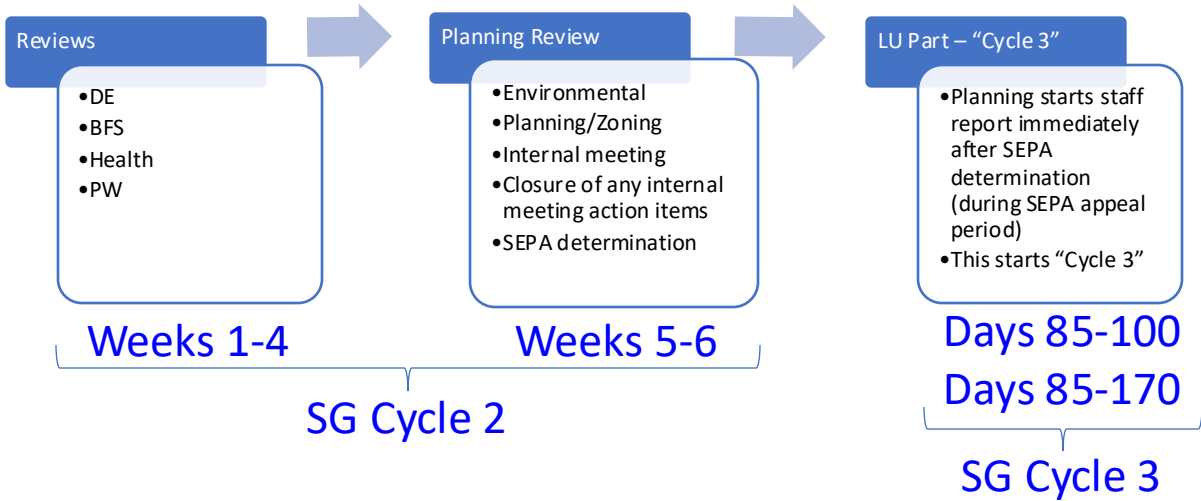


Closing Cycle 2

- At the end of planning review, the planner and planning supervisor hold the internal meeting
 - They pull in specific reviewers to help sort out any unclear/unexpected conditions/notes
 - Any action items are taken
- The 2x6 Administrator drives action items to closure during Week 6
- The SEPA notice is released on Day 84 (ending Cycle 2)



Transition from Cycle 2 to "LU Part" (Cycle 3)



End of Cycle 2 is the SEPA determination

Proposed last steps of Cycle 2 (also includes admin worklist SEPA det step)

aka Internal meeting

The "LU Part" (aka Cycle 3) begins immediately on Day 84

Permit #: 24-04061 Alerts Status: PENDING INTAKE Contact: Fuhrer, Pat Site Address:
 Type: P PLAT Project Name: LIDEN LAND DEVELOPMENT - Preliminary 25 Lot Plat **NOIC Response Due 10/17/2024** Contractor:
 Display Worklist: Administrative Review Final
 Cycle Information
 Cycle Number: 1 Cycle State: Pending Cycle Start: 09/11/2024

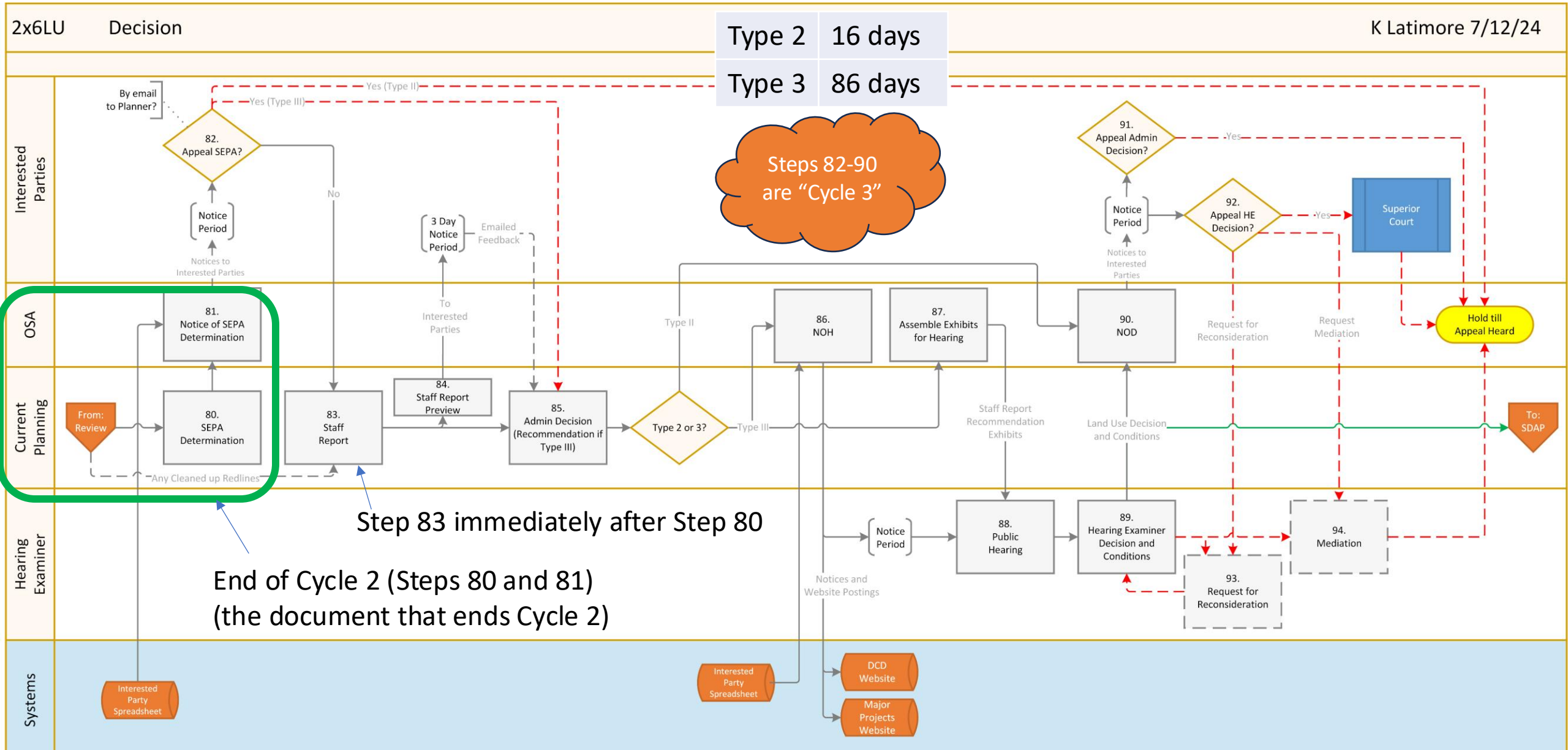
Act Req'd	Next Cycle	Appvd in Cycle	Name	Workflow Step Status	Status Date	StatusBy	Assigned	Due Date
✓	✓		TECH REVIEW	PEND	09/09/2024		LAND USE	10/26/2024
✓	✓		SURVEY-LS	PEND	09/09/2024		SURVEY	10/26/2024
✓	✓		PLANNING/ZONING	PEND	09/09/2024		LAND USE	10/26/2024
✓	✓		ENVIRONMENTAL	PEND	09/09/2024		ENVIRONMENTAL	10/26/2024
✓	✓		SEPA	PEND	09/09/2024		ENVIRONMENTAL	10/26/2024
✓	✓		SOLID WASTE	PEND	09/09/2024		ENGINEERING	10/26/2024
✓	✓		STORMWATER	PEND	09/09/2024		ENGINEERING	10/26/2024
✓	✓		TRAFFIC	PEND	09/09/2024		ENGINEERING	10/26/2024
✓	✓		FIRE MARSHAL	PEND	09/09/2024		FIRE MARSHAL	10/26/2024
✓	✓		HEALTH DISTRICT	PEND	09/09/2024		HEALTH DISTRICT	10/02/2024
✓	✓		PW-SEWER	PEND	09/09/2024		PW SEWER REVIEWER	10/11/2024
✓	✓		PW-NON MOTORIZED	PEND	09/09/2024		NON MOTORIZED	10/11/2024
✓	✓		PW-TRAFFIC	PEND	09/09/2024		PW TRAFFIC	10/23/2024
✓	✓		PW-ROW REVIEW	PEND	09/09/2024		ROW REVIEWER	10/23/2024
✓	✓		INFO REQUEST REVIEW	PEND	09/09/2024		QUALITY REVIEW	
✓	✓		STAFF REPORT	PEND	09/09/2024		LAND USE, HE CLERK	
✓	✓		PUBLIC HEARING	PEND	09/09/2024		HE CLERK	
✓	✓		DECISION	PEND	09/09/2024		HE CLERK	



Decision Phase – 2x6LU

K Latimore 7/12/24

Type 2	16 days
Type 3	86 days



Steps 82-90 are "Cycle 3"

Step 83 immediately after Step 80
End of Cycle 2 (Steps 80 and 81)
(the document that ends Cycle 2)



The “LU Part” – In Essence SmartGov Cycle 3

- The “LU part”
 - Propose we move immediately into “Cycle 3” ← let’s call this the “decision phase”
 - In SmartGov OSA ends Cycle 2 upon sending the SEPA notices and starts Cycle 3
 - Planning goes immediately into the staff report while it’s all fresh
 - SEPA appeal period runs in the background
 - 2023 average was 13 Planning hrs per decision (23 hrs per Type III)
 - Need to account for this time
 - Means somewhat less than one 2x6 cycle/T21 Planner/week, depending on efficiency improvement we realize from our completeness screening rigor and defragmentation
 - The decision
 - Discuss how we best accomplish the many hearing preparations for Type III
 - We have 86 days to work with on Type III for staff report and recommendation, preview, notices, hearing, and the examiner decision timeline
 - Advice from Amanda
 - Discuss how we best make Type II decisions (review with Scott?)
 - Type II is squeezed by 5290. Only 16 days for staff report, preview, decision and NOD.