



Neighborhood Contact Code Update

Hearing
8/14/2018

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What problems are we trying to solve?

- Reach of notice
- Consistency and predictability
 - process
 - thresholds

Key elements of proposal

- All projects in **most zones, creating >10,000 sq ft of new building**, trigger the requirement.
- Applicant **posts a sign** and sends an **informational email** or mail to NA, district coalition and BA.
- **If the project creates >25,000 sq ft of new building, applicant must ensure that project is presented at a public meeting.**

Comparison: Process

	Before 5/24/2018	Current	Proposed
Initial contact	Letter offering meeting with NA	Letter offering meeting with NA	<ul style="list-style-type: none"> • Letter summarizing project • Sign summarizing project
Recipients of contact	NA and DC	NA, DC, BA and school district	<ul style="list-style-type: none"> • Letter: NA, DC, BA and (for larger projects) school district • Sign: Anybody passing by
Method of initial contact	Certified mail	Certified mail	Email or mail

Comparison: Process

	Before 5/24/2018	Current	Proposed
Meeting responsibility	Neighborhood Association	Neighborhood Association	Applicant
Meeting timing	Up to 45 days after letter mailed	Up to 45 days after letter mailed	≥14 days after letter mailed AND ≥14 days before application submitted
Meeting consistency	Depends on NA interest and availability	Depends on NA interest and availability	Required

Comparison: Thresholds

	Before 5/24/2018	Current	Proposed
Development by right	<ul style="list-style-type: none"> In MD zones, adding ≥ 5 units In Division Main Street Corridor Overlay Zone, adding > 5000 sq ft 	<ul style="list-style-type: none"> In MD zones, adding ≥ 5 units In MU zones, adding ≥ 5 units or $\geq 10,000$ sq ft In CI zones, adding $\geq 10,000$ sq ft 	<ul style="list-style-type: none"> Sign: Adding $> 10,000$ sq ft Sign and meeting: Adding $> 25,000$ sq ft
Land use reviews	Land Divisions and Planned Developments processed through Type IIx or Type III procedure.	LDs and PDs processed through Type IIx or Type III procedure.	<ul style="list-style-type: none"> Sign: LDs and PDs creating ≥ 4 lots Sign and meeting: LDs and PDs creating ≥ 11 lots
Proposals in design-related review	<ul style="list-style-type: none"> Using Community Design Standards In some areas, adding $> 10,000$ sq ft or > 3 units 	<ul style="list-style-type: none"> Using Community Design Standards In some areas, adding $> 10,000$ sq ft or > 3 units 	No additional thresholds beyond base zone

**Neighborhood
Contact**

Building permit application
Permit information available online

**Neighborhood
Contact**

Type I or II LUR
Mailed notice,
comment period

**Building
permit
application**

**Neighborhood
Contact**

Type III LUR
Mailed notice, staff
report, public
hearing

**Building
permit
application**

Testimony

- The threshold for the **notice (letter and sign)** requirement:
 - is too high
 - should be triggered by projects that include size bonuses or adjustments
- The required notice should:
 - include information about massing and context
 - include information about parking
 - be made available to the general public through email subscription lists
 - be sent by certified mail

Testimony

- The threshold for the meeting requirement
 - is too high
 - is too low
 - is too high for some zones, and should be tailored to specific zones
 - should be lower for projects in d overlay
 - should have a middle range in which a meeting is offered to the NA if they want it
- The meeting should be
 - first offered to the NA under “right of first refusal”
 - required to be held outside of the NA meeting
 - required to be held at a NA meeting
 - more tightly constrained by limits on location and timing

Thank you!