

Summary of Proposed Ordinance relating to Permit Review Procedure Code Updates 2024

This summary fulfills Washington State Growth Management Act and King County Code (K.C.C.) 20.18.100 requirements for a “plain language summary.”

King County is updating some of its permit review procedures in response to Washington Senate Bill 5290, adopted in 2023. The bill amended the Local Project Review Act, RCW 36.70B, which sets requirements for local governments' permit review procedures. The proposed changes aim to bring King County's code standards in line with state law requirements. The draft proposed ordinance covers these code changes, along with other clarifications, technical adjustments, and administrative updates.

Ordinance Section	King County Code Section	Current Code	Proposed Change	Intent/Rationale
1	16.02.260	Lists the materials needed to make a building permit application complete.	This section of the local building adopts the procedures in K.C.C. 20.20.040, and also adopts the most recent version of the International Building Code (IBC) submittal requirements.	Updates the list of materials needed for an application that is deemed complete, consistent with the IBC and with K.C.C. 20.20.
2	New section	n/a	This section adopts the standards in the 2021 IBC Section 105.3.1. However, where the model code language reads "within a reasonable time after filing", the proposed ordinance instead refers to K.C.C. 20.20.	Updates the review timelines for permits so that they are consistent both with the IBC and with K.C.C. 20.20.
3	New section	n/a	Sets requirement for determining the value of work proposed in permit applications.	This code language comes from IBC Section 105.3.1.1 and is being added because the preceding section removes Section 105.3.1. This section adds back a subsection of the IBC that the County should keep.
4	16.02.280	Establishes standards for building permit applications.	No substantive change; reorganized to mirror International Building Code organization.	Reordering existing code sections in order to mirror the IBC.
5	20.20.020	Establishes 4 types of land use permit decisions, based on review process and decision authority, and lists the land use decisions that fall into each type.	Updates references to the “Dept. of Local Services” to read “Dept. of Local Service, Permitting Division”.	The Dept. of Local Service, Permitting Division is more precise and more accurately describes the division's role.
6	20.20.030	Describes when preapplication meetings are required	Removes the existing provision for "presubmittal project review". Eliminates the requirement for applicants to hold a preapplication meeting for projects requiring Type 2 and 3 decisions. Instead, this requirement will only apply to Type 4 decisions and projects subject to the North Highline urban design standards, which tend to be the most complex and therefore would benefit most	Presubmittal project review and preapplication meetings are proposed to be eliminated for more simple projects. This adjustment is intended to alleviate staff workload, enabling staff to concentrate on permit review and ensure compliance with SB 5290.

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			from preapplication meetings. Reducing the number of preapplication meetings will free up Permitting staff time to focus on permit review, supporting the need to meet the timelines set by SB 5290.	
7	New section	n/a	Add standards for application screening. This replaces the "notice of complete application" standards in K.C.C. 20.20.050, which is proposed for repeal.	This new section provides standards for the timing of application completeness screening, aligning with the new requirements of RCW 36.70B.070.
8	20.20.040	Lists the materials required to make a permit application complete.	Identifies when a site plan is not required to make an application complete. Requires that decisions for any underlying land use approvals be included with the application.	Updated to align with the new requirements of RCW 36.70B.140. Updated to align with the removal of the option for concurrent review of permits that ordinarily would be reviewed in sequence, for example, a zoning variance and a building permit.
9	20.20.060	Sets standards for notices of application: for which types of permit applications notice is required; how long public comment periods must be, and by which means notice must be distributed.	Removes requirement for notices of application to be published in a second newspaper in addition to the official county newspaper.	Publication of notice in a second newspaper typically extends review timelines because publication oftentimes only takes place a few times per month.
10	20.20.100	Sets maximum timelines for permit review. States which time periods are excluded from counting toward the maximum timeline. Identifies circumstances when these maximum timelines do not apply.	Replaces existing timelines for permit review and with those required by SB 5290/RCW 36.70B.080. Also aligns the methodology for counting review days with SB 5290. Adds definition for "substantial change".	Brings King County Code into alignment with the new requirements of RCW 36.70B. Exempts certain types of permit decision from the review timelines, within the allowances of state law, when outside agency review or quasi-judicial decisions are required. Defines "substantial change" to clarify when the need for a new application is triggered and therefore when the permit review clock restarts. This applies when a proposed scope of work changes to a degree that effectively requires review to start over.
11	21A.42.140	Amends permit review processes for proposed high schools.	Removes a reference to "road impact fees".	Removed because King County no longer has road impact fees.
12	20.20.050 20.20.080 21A.42.110	20.20.050 sets standards for providing notice of complete application. 20.20.080 sets standards for modifying permit applications.	All of these sections are proposed for repeal.	20.20.050 is proposed for repeal because this section discusses how applicants are notified whether their application is considered complete. This information is now covered in Section 7. Therefore this section is redundant. 20.20.080 is proposed for repeal because this section discusses standards for what is considered to be a

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		21A.42.110 sets standards for combined review of multiple application types.		<p>"substantial change" in an application, and when a new application is triggered. This information is now covered in 20.20.100.E.5, which makes this section redundant.</p> <p>21A.42.110 is proposed for repeal because it establishes standards for "combined review", or review of multiple permit types concurrently. This practice will make it more difficult for the county to achieve the permit review timelines required by SB 5290.</p>