



**City of Seattle**  
**Department of Construction and Inspections**  
**Engineering Services**

CHRIS DAVIDSON  
 2001 Western Avenue, Ste 200  
 Seattle, WA 98121

**Re: Project# 3020338**

**Correction Notice #1**

<b>Review Type</b>	POTECH	<b>Date</b>	July 28, 2016
<b>Project Address</b>	2925 E Madison St	<b>Contact Phone</b>	(206) 587-3797
<b>Contact Email</b>	cdavidson@studioms.com	<b>Contact Fax</b>	(206) 587-0588
<b>SDCI Reviewer</b>	Seth Amrhein	<b>Address</b>	Seattle Department of Construction and Inspections 700 5th Ave Suite 2000 PO Box 34019 Seattle, WA 98124-4019
<b>Reviewer Phone</b>	(206) 386-1981		
<b>Reviewer Fax</b>			
<b>Reviewer Email</b>	Seth.Amrhein@seattle.gov		
<b>Owner</b>	LEAP ASSOCIATES		

**Applicant Instructions**

Please see the attached flyer to learn "[How to Respond to a SDCI Correction Notice](#)".  
 If the 3-step process outlined in the aforementioned document is not followed, it is likely that there will be a delay in permit issuance and there is a potential for penalty fees.

**Codes Reviewed**

This project has been reviewed for conformance with the applicable development standards of the Land Use Code.

**Corrections**

- 1 Please provide more details to demonstrate that the 13 trees noted in the arborist report (page 1) cannot be retained due to the proposed upgrade of the East Dewey PI right-of-way. What work is proposed in the right-of-way and how will the tree specifically be impacted? Graphical illustrations of the needed upgrades and construction impacts to the trees would help support the assertion that these trees cannot be retained due to the road upgrade.
- 2 There are two clusters of trees along the north and south ends of the lot along Dewey PI E that seem like they could potentially constitute a "grove" of trees, as defined in SDCI Director's Rule 16-2008. Please have the arborist confirm that he has considered whether there are any "groves," which would be "exceptional trees," on the site, and provide details of any analysis performed to

make this determination. A graphical depiction on a site plan exhibit could be helpful to show how this analysis to identify any groves was completed.

- 3** The arborist report indicates at least one "exceptional tree" and other trees with trunk diameters in excess of 24 inches at 4.5 feet above ground will be removed for this proposal. Removal of any such trees is subject to the tree canopy replacement requirement under SMC 25.11.090. To show that this requirement will be met, we need a landscape plan that clearly shows replacement trees and supporting calculations showing that the canopy of the replacement trees will, upon their maturity, equal or exceed the canopy of "exceptional trees" and trees 24 inches or greater that will be removed.



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## Step 1: Wait for all reviews to be completed

- You may check the status of any review at the following link: <http://web6.seattle.gov/dpd/permitstatus>
- All reviews must be completed before the applicant can respond, upload, or submit any correction responses.
- **Electronic Plans:** We will send correction letters to the Seattle DCI Project Portal. We will notify the primary contact for the project when all reviews in the review cycle are complete.
- **Paper Plans:** We will notify the primary contact for the project by email or phone when all reviews in the review cycle are complete and plans are ready to be picked up. Once you have been notified, pick up the plans at Plans Routing in the Applicant Service Center.

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## Step 2: Make Corrections

**Provide a written response for each item on all correction notices. We will not accept corrected plans without written responses. Include the following information for each item:**

- Describe the change
- Say where the change can be found in the plan set
- If you have not made a requested change, give a code citation or provide calculations to explain why not
- Coordinate responses to correction items among all designers, architects, engineers, and owners
- If you make voluntary changes to your plans, describe the changes you have made in your response letter

### Correct your Plans:

- Cloud or circle all changes
- You may add new sheets to the plan set if you have new information to show

### For Electronic Plans:

- Always upload a complete plan set

### For Paper Plans:

#### If you replace sheets in the paper plan sets:

- Remove the old sheets, mark them as "VOID," and include them loose at the back of each plan set
- All original sheets and plan pages must be returned to Plans Routing in the Applicant Service Center
- Insert the new sheets and staple the plan sets

#### If you make changes to the original paper plan sheets:

- Make all changes with ink (preferably red, waterproof ink). Do not use pencil to make changes
- Do not tape or staple anything to the plan sets

**Platting Actions:** Provide new copies of the survey when responding to a correction notice for a shortplat, lot boundary adjustment, or other platting action. Provide the same number of copies that were required when you submitted the project.

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## Step 3: Submit Corrected Plans

### Electronic Plans:

Upload your corrected plan set and correction response letter through your Seattle DCI Project Portal.

### Paper Plans:

Return your corrected plans and your correction response letter to Plans Routing in the Applicant Services Center.

### If you don't follow these instructions:

- **Plans Routing may not accept your corrected plans**
- **We may be delayed in starting corrected plan review, which can delay permit issuance**
- **We may charge a penalty fee**