

Graves, Natalie (Consultant)

From: Fendt, Kathy
Sent: Monday, November 13, 2006 9:24 AM
To: Stenberg, Kathryn
Subject: FW: permitting processes

As requested - a partial list of things a Letter of Intent could cover. Such a letter should be signed by the highest authority possible in a short time period (i.e. needs to happen immediately). The letter would not include details of how things would be resolved, but would identify the topics the parties intend to address. The Letter of Agreement should address both City/WSDOT and City inter-departmental agreements.

The types of items the Letter of Intent would address are: 1) specific staff positions and roles; 2) funding; 3) permit processes including use of performance standards, batching, the master use permit process and one City group to manage all project permits; 4) expectations for WSDOT's role in the event of permit appeals; and 5) pre-application processes and requirements.

Part of my recommendation to Sandy:

1. Take an interim step towards finalizing agreements (my understanding is that the City has been evaluating previous agreements, Sound Transit in particular, for use on this project).
 - a. Obtain documentation with the City (Letter of Intent) confirming agreements the City proposes to enter with WSDOT and the issues that they propose the agreements to cover. This would include City/WSDOT and inter-departmental agreements for the City; specific staff positions and roles; funding; permit processes, appeal processes, use of performance standards, pre-application processes and requirements, etc. Use of this type of document will help focus and move final discussions forward. Having a written record of intent will create a solid base from which to proceed, and documentation of City coordination processes is highly recommended at this time.
 - b. If the City is not willing to draft a letter of intent at this time, WSDOT should draft and initiate the discussion with them.

Please let me know if any questions.

Kathy Fendt
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Permitting Team
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