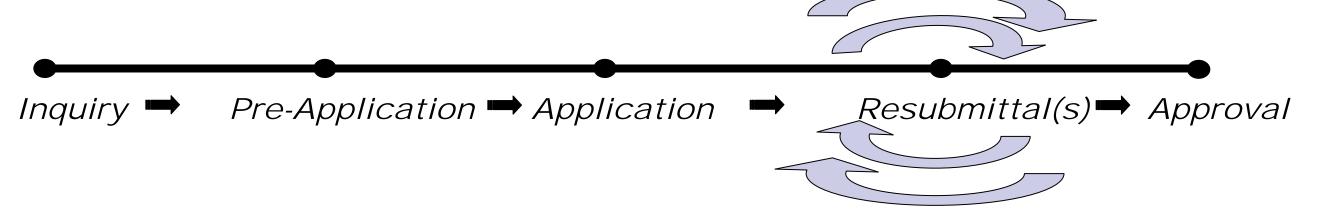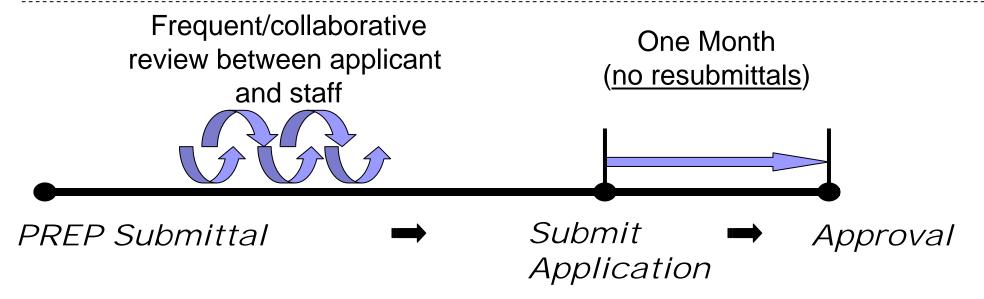# Standard Process Vs. PREP

Minimum Two Months Each Round
•Staff Review for Compliance
•Applicant Response

Inquiry ➡ *Pre-Application* ➡ *Application* ➡ *Resubmittal(s)* ➡ *Approval*

Frequent/collaborative
review between applicant
and staff

One Month
(no resubmittals)

PREP Submittal ➡ **Submit
Application** ➡ **Approval**

PREP Flow Chart

1. PREP SUBMITTAL

2. KICK OFF MEETING
takes place
no sooner than 5 business days
after receiving materials

3a. Development Team (applicant) and Review Staff (City) work one on one via e-mail, fax, meeting, etc. to get plan set/materials in approvable form.

3b. Development Team attends Pre-Application meetings with Design Review Board as necessary for Board to approve project (formal DRB approval occurs after complete application is submitted).

4. COORDINATION MEETING
Consolidated plans submitted at midpoint of review process to allow review of project in its entirety. Takes place no sooner than 5 days after submittal of plan set.

5. PRESUBMITTAL MEETING
Scheduled by Planning when plan set appears to be complete and code compliant. Purpose is to pre-screen application to ensure it is code compliant and there are no remaining code issues

5a. Plans not code compliant?

5b. Plans code compliant?

6. SUBMIT APPLICATION
Pay Fees, bypass standard completeness review

7. Approval or recommendation of approval at Technical Committee meeting subject to SEPA and Public Notice

8. Approval or recommendation of approval at Design Review Board meeting

APPROVAL ISSUED