



**STATEMENT OF INTENT**

Electing the Administrative Design Review Process for  
Mandatory Housing Affordability Performance Projects

Applicants with qualifying projects may elect to use the Administrative Design Review (ADR) process when they satisfy the Mandatory Housing Affordability (MHA) requirements in [SMC 23.58B](#) and [SMC 23.58C](#) through the performance option. A qualifying project would otherwise be subject to the Full Design Review process.

Prior to submitting this form, please contact your assigned Land Use Review planner to discuss your project and your intent to elect the ADR process for your project. Once you have made this election, you must continue to comply with your MHA requirements through the performance option in any subsequent building permit; you do not have the option to satisfy the MHA standards through the payment option without going back to the Full Design Review Board.

You must sign and upload this form to your project documents in order to elect the ADR process for your project. You may make this election before you submit your application for early design guidance (EDG), during your EDG review phase, or after you submit the MUP application. If we have already posted public notice for your project, your project will be re-noticed to reflect the change in design review process.

I, \_\_\_\_\_ (fill-in applicant name), have a project that has at least 35,000 square feet of gross floor area and according to Footnote 4, for Table A of [SMC 23.41.004](#), elect for my project to go through the Administrative Design Review process. I will satisfy the Mandatory Housing Affordability requirements for my project using the performance option and understand that I am not eligible to change my election between the performance and payment options for this project.

My SDCI record numbers for this project are as follows (complete as many as are known at the time of election)

EG Record # \_\_\_\_\_

LU Record # \_\_\_\_\_

CN or PH Record # \_\_\_\_\_

\_\_\_\_\_  
Signature of applicant

\_\_\_\_\_  
date of signature