

# SECTION 8.0300

## INSTITUTIONAL MASTER PLANS

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### General

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#### 8.0301 Purpose

The purpose of the Institutional Master Plan process is to promote and facilitate the coordinated development of certain institutional uses; parks; and public multi-use trails through adoption of institutional master plans. This will add long-term predictability concerning development of the institutional master plan areas for the applicants, surrounding neighborhoods and the entire community while allowing for periodic institutional master plan reviews. The Institutional Master Plan process also is intended to streamline and consolidate development review processes, often allowing for lower-level reviews for subsequent developments that are consistent with the institutional master plan.

#### 8.0302 Applicability

- A. The following uses are eligible to apply for an institutional master plan review: hospitals; colleges; high schools; religious institutions; public community and regional parks; and public paths with associated access points and trailheads. The uses must be the primary use on the site or sites. The Institutional Master Plan process is voluntary.
- B. Applications for an institutional master plan may be submitted by applicants described in **Section 11.0201(A)(1)** and may include lots not controlled by the institutional landowner if the lots are eligible to be included consistent with this section and the institution receives written permission from the property owners stating that they consent to be included in the institutional master plan.
- C. Except for public community parks, regional parks and public multi-use paths, minimum site size shall be:
  - 1. 10 acres for an institution on one site.
  - 2. 10 acres total and 5 acres per site for institutions on more than one site.

For the purposes of this section, “site” means all lots eligible to be included in the institutional master plan that are abutting, or lots that are adjacent and separated by any one of the following: public open space, waterways, utility corridors, or public rights of way.

- D. Except for public community and regional parks and public paths, non-abutting sites included in the institutional master plan must be within one-half mile of each other and fully contained within that one-half mile.

### 8.0303 Review of Institutional Master Plans

- A. Institutional master plans and modifications of approved institutional master plans shall be reviewed as specified in **Table 11.0204**.
- B. An Institutional Master Plan Limited Review shall be required for the first development application once 10 years have passed since the institutional master plan approval (or, if applicable, the final approval) was issued. The applicant shall file for a limited review concurrent with the first development review sought after 10 years has passed. This limited review shall be conducted as specified in **Table 11.0204**.
- C. Other reviews. The Institutional Master Plan review may integrate the following review processes:
  - 1. Determination of allowed uses; and
  - 2. Design review regarding relevant site design elements such as building footprints, landscape areas and parking lot areas. This shall not include building and landscape design; and
  - 3. Modifications and variances; and
  - 4. Modifications of conditions of approval on previously approved existing buildings that involve relevant use or site design elements; and
  - 5. Other reviews appropriate for the institutional master plan as determined by the Manager.Reviews that require City Council decisions shall receive those decisions separate from the institutional master plan review.
- D. Institutional master plans reviewed through this subsection shall be subject to the applicable requirements of **Appendix 5.000 - Public Facilities Standards**.
- E. An applicant may request concurrent review of an institutional master plan and subsequent development(s) that rely on the institutional master plan.
- F. Conditions of approval for existing developments that are within the institutional master plan boundary at the time of approval shall be incorporated into the institutional master plan approval, unless the conditions are superseded by the institutional master plan approval.
- G. Modifications of institutional master plans shall be reviewed as specified in **Table 11.0204**. An approved modification does not change the end date for the institutional master plan approval as described in **Section 8.0305**.
- H. If the institutional master plan approval includes conditions that affect the site design elements of the plan, the applicant shall within 120 days submit an application for an Institutional Master Plan Final that includes the compliance with any conditions requiring modifications to the institutional master plan. This final application shall include a narrative description of how the conditions are being met and any drawings or exhibits necessary to review the proposed implementation of the conditions. If site design elements change, a new site plan shall be submitted. The Institutional Master Plan Final shall be reviewed as specified in Table 11.0204. For an Institutional Master Plan Final, the 20-year approval period shall begin at the end of the Institutional Master Plan Final appeal period.

### 8.0304 Submittal Requirements

- A. An application for an institutional master plan shall provide facts and evidence sufficient to enable the approval authority to make a determination in compliance with the criteria set forth in this section, including submittal requirements requested on relevant submittal checklists maintained by the Manager. Submittals shall include but are not limited to relevant information related to uses; boundaries; a site

plan; a narrative description of the institutional master plan; proposed phasing; transportation and parking impacts and potential mitigation measures; and information about how the proposed uses and developments comply with Development Code standards. The submittal shall be highly visual.

- B. The applicant in the submittal shall identify which Development Code standards the application intends to comply with and include in the institutional master plan approval.
- C. The applicant shall provide conditions of approval related to site design for applicable, previously approved development permits within the institutional master plan boundary.

### **8.0305 Duration of Institutional Master Plan Approvals**

The Institutional Master Plan approval expires 20 years after the appeal period ends on its original approval, or if applicable, the appeal period ends on the Institutional Master Plan Final approval. After 20 years, subsequent development applications shall be reviewed under other applicable sections of the Development Code. Applicants also have the option of applying for another Institutional Master Plan approval if they remain eligible under Development Code provisions at that time.

### **8.0306 Review of Subsequent Developments**

- A. Subsequent developments shall be reviewed for their consistency with the approved mater plan and shall undergo all relevant reviews as listed in **Section 11.0204** of the Development Code, except reviews already completed as part of the institutional master plan approval. These reviews shall be for standards not already approved as part of the institutional master plan approval and shall use the latest Development Code standards, including applicable requirements of **Appendix 5.000 – Public Facilities Standards**. The review shall consider the latest standards related to natural resources, resource delineations and overlay districts, including but not limited to standards for Natural Resource Overlay and the Floodplain Overlay District.
- B. Subsequent development phases may be implemented in a different order than originally proposed in the institutional master plan phasing as long as the development remains in compliance with Development Code standards, such as those involving parking, landscape area required, stormwater treatment and similar standards.

## **Standards**

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### **8.0310 Approval Criteria**

Requests for institutional master plans will be approved if the review body finds that the applicant has shown that the following approval criteria are met:

- A. The institutional master plan demonstrates that the institutional master plan boundary is of a size and shape to accommodate: the proposed uses; all existing and proposed development; and related yards, setbacks, buffers, parking and other required elements (taking into account planned demolitions, if applicable); and
- B. The application meets applicable Development Code standards for all reviews being considered as part of the institutional master plan.

### **8.0311 Subsequent Development Consistency**

A subsequent development is not consistent with the institutional master plan if the development:

- A. Does not comply with conditions of approval, including conditions of approval related to **Section 8.0103**; or
- B. Would increase the institutional master plan boundary to add land not previously inside the boundary; or

- C. Would reduce the institutional master plan boundary in a way that affects a condition of approval or takes the site out of conformance, or further out of conformance, with a development standard; or
- D. Would add, remove or substantially change transportation access points; or
- E. Would substantially change the transportation circulation pattern within 50 feet of the institutional master plan boundary (and inside the boundary); or
- F. Would increase overall development floor area on the site more than 10 percent. For institutional master plans with more than one site, each site shall be considered individually; or
- G. Would increase floor area on any one building:
  1. By more than 5,000 square feet if the building was approved in the institutional master plan at 50,000 square feet or less; or
  2. By more than 10 percent if the building was approved in the institutional master plan at more than 50,000 square feet; or
- H. Would provide a number of parking spaces lower than the minimum required, higher than the maximum allowed or outside a range approved as part of the institutional master plan; or
- I. Includes uses not approved as part of the institutional master plan; or
- J. Includes any development not approved as part of the institutional master plan within 50 feet of the institutional master plan boundary or any development greater than 5,000 square feet that is 50 feet or more from the institutional master plan boundary.

### **8.0312 Institutional Master Plan Limited Review**

Institutional Master Plan Limited Reviews as described in **Section 8.0303(B)** shall provide a review of certain urban design standards to determine if significant changes to the Development Code have occurred since the institutional master plan was approved. The Manager may require changes to the institutional master plan and/or subsequent developments that rely on the institutional master plan to ensure conformance or increased conformance with the Development Code.

- A. The urban design review shall include applicable Development Code changes as determined by the Manager regarding:
  1. The amount of building frontage required on public streets; and
  2. The location of parking as it relates to whether it is in front of buildings along streets or to the side or rear of buildings; and
  3. Building orientation, such as whether entries or entry features must face streets; and
  4. Front or side setbacks facing streets; and
  5. Similar urban design elements that affect how the site or sites are experienced from the street.
- B. In determining whether to require changes to the institutional master plan and/or subsequent developments, the Manager shall consider whether:
  1. The benefit to the City's built environment outweighs the potential negative effects to the institutional master plan and/or subsequent developments and/or the operation of the institution, park or trail; and
  2. The changes substantially reduce negative effects on abutting or adjacent properties and/or substantially improve the urban design of the institutional master plan and/or subsequent developments along public rights of way.

