



Spokane Design Review Board

Wednesday, August 12, 2020

5:30-8:00 PM

Teleconference

TIMES GIVEN ARE AN ESTIMATE AND ARE SUBJECT TO CHANGE

Board Briefing Session:

5:30 – 5:40	1) Call to Order	Chair
	2) Roll Call	Dean Gunderson
	3) Changes to the Agenda?	Chair
	4) Motion to Temporary Suspend Rules	Chair

Workshop:

5:40 – 7:30	5) Latah Glen PUD (Collaborative Workshop)	
	• Staff Report.....	15-20 m Taylor Berberich
	• Applicant Presentation.....	25 m
	• Public Comments and Board Q & A	20 m
	• Board Discussion and Motion(s).....	45 m

Board Business:

7:30 – 8:00	6) Approve the 7/22/2020 meeting minutes.	Chair
	7) Old Business	
	8) New Business	
	9) Chair Report	Chair
	10) Secretary Report	Dean Gunderson
	11) Other	
	12) Adjourn	

The next Design Review Board meeting is scheduled for Wednesday, August 26, 2020.

In order to comply with public health measures and Governor Inslee's *Stay Home, Stay Safe* order, the Design Review Board meeting will be held on-line

Members of the general public are encouraged to join the on-line meeting using the following information:

To participate via video follow the link on your computer (click on "Join meeting")

[Join meeting](#)

To participate by phone

Call: 1 (408) 418-9388

Enter: **146 347 4572** followed by # when prompted for a meeting number or access code. Enter # when prompted for an attendee ID

While the meeting begins at 5:30pm, you can join as early as 5:15pm on the date of the meeting.

Please note that public comments cannot be taken during the meeting, but the public is encouraged to continue to submit their comments or questions in writing to:

Dean Gunderson, Sr. Urban Designer
dgunderson@spokanecity.org

The audio proceedings of the Design Review Board meeting will be recorded, with digital copies made available upon request.

Meeting Process - Spokane Design Review Board

Call to Order

- Chair calls the meeting to order, noting the date and time of the meeting.
- Chair asks for roll call for attendance.
- Chair asks if there any changes to the agenda.
- Chair asks for motion to temporarily suspend the rules (see Agenda packet)

Board Workshop

- Chair announces the first project to be reviewed and notes the following: a) the Board will consider the design of the proposal as viewed from the surrounding public realm; b) the Board does not consider traffic impacts in the surrounding area or make recommendations on the appropriateness of a proposed land use; c) the Board will not consider un-permitted, possible surrounding development(s) except those which are contemplated under the Comprehensive Plan and Development Code; c) it is the applicant's responsibility to meet all applicable Code requirements regardless of what might be presented or discussed during workshops.
- Chair asks for a staff report.

Staff Report

- Staff report on the item, giving findings of fact. Presentation will be kept to 5-10 minutes.

Applicant Presentation

- Chair invites the applicant(s) to introduce the project team and make a 10-15 minute presentation on the project.

Public Comment *

** During the Stay Home, Stay Safe order, public comments are being accepted in writing.*

DRB Clarification

- Chair may request clarification on comments.

Design Review Board Discussion

- Chair will ask the applicants whether they wish to respond to any written public comments, after their response (if any) they are to return to their seats in the audience.
- The Chair will formally close public comments (unless motioned otherwise).
- Chair leads discussion amongst the DRB members regarding the staff topics for discussion, applicable design criteria, identification of key issues, and any proposed design departures.

Design Review Board Motions

- Chair asks whether the DRB is ready to make a motion.
- Upon hearing a motion, Chair asks for a second. Staff will record the motion in writing.
- Chair asks for discussion on the motion.
- Chair asks the applicant if they would like to respond to the motion.
- After discussion, Chair asks for a vote.

Design Review Board Follow-up

- Applicant is advised that they may stay or leave the meeting, and that the annotated & signed motion will be made available within five working days.
- Next agenda item announced.

Board Business

- Meeting Minutes - Chair asks for comments on the minutes of the last meeting; Asks for a motion to approve the minutes.
- Chair asks is there any old business? Any old business is discussed.
- Chair asks is there any new business? Any new business is discussed.
- Chair Report – Chair gives a report.
- Secretary Report – Sr. Urban Designer gives a report.

Other

- Chair asks board members if there is anything else.

Adjourn

- Chair asks for a motion to adjourn. After the motion is seconded, and approved by vote, Chair announces that the meeting is adjourned, noting the time of the adjournment.

LATAH GLEN PUD**1 - Program Review/Collaborative Workshop****Design Review Staff Report**

August 7, 2020

**Staff:**

Dean Gunderson, Senior Urban Designer

Taylor Berberich, Urban Designer

 Neighborhood & Planning Services
 808 W. Spokane Falls Blvd.
 Spokane, WA 99201
Applicants:
 William Nacimiento
 Laguna Canyon Group, LLC

 Agent:
 William Sinclair
 Storhaug Engineering
Design Review Board Authority**Spokane Municipal Code [Chapter 04.13](#) Design Review Board****A. Purpose.** The design review board is hereby established to:

1. improve communication and participation among developers, neighbors and the City early in the design and siting of new development subject to design review under the Spokane Municipal Code;
2. ensure that projects subject to design review under the Spokane Municipal Code are consistent with adopted design guidelines and help implement the City's Comprehensive Plan.
3. advocate for the aesthetic quality of Spokane's public realm;
4. encourage design and site planning that responds to context, enhances pedestrian characteristics, considers sustainable design practices, and helps make Spokane a desirable place to live, work and visit.
5. provide flexibility in the application of development standards as allowed through development standard departures; and
6. ensure that public facilities and projects within the City's right of way:
 - a. wisely allocate the City's resources,
 - b. serve as models of design quality

Under SMC [Section 17G.040.020](#) **Design Review Board Authority**, other developments or projects listed within the Unified Development Code that require design review, are subject to design review. More specifically, the following section of code specifies the requirement of the design review process for Planned Unit Developments as a requirement of the decision criteria.

[Section 17G.060.170\(4\)\(b\)](#) Decision Criteria | PUD and Plans-in-lieu

Architectural and Site Design.

The proposed development has completed the design review process and the design review committee/staff has found that the project demonstrates the use of innovative, aesthetic, and energy-efficient architectural and site design.

Recommendations of the Design Review Board must be consistent with regulatory requirements per [Section 17G.040.080](#) **Design Review Board**.

Recommendations.

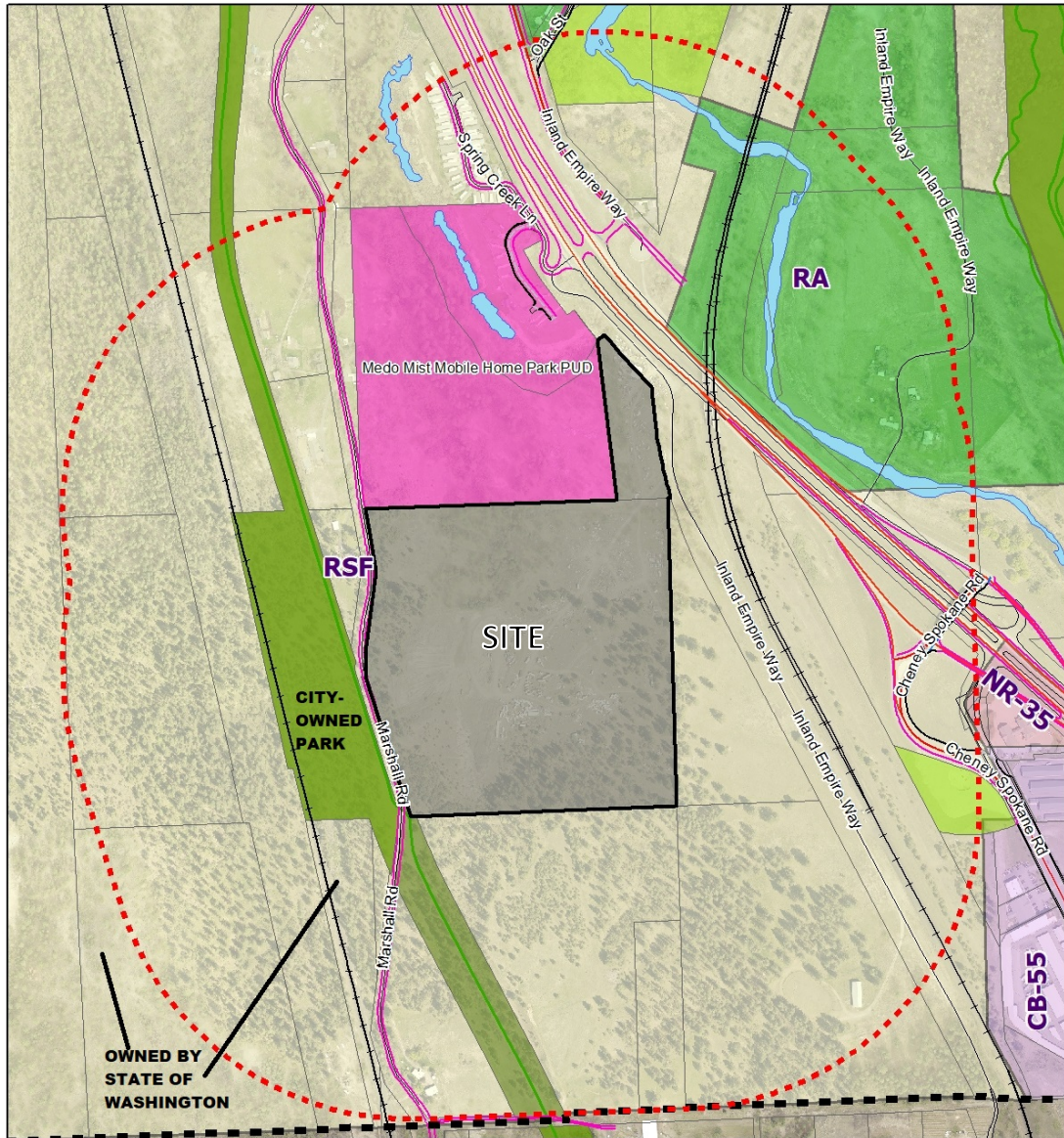
Recommendations of the Design Review Board will be forwarded to the Planning Director< Hearing Examiner, and the chair of the Latah/Hangman Neighborhood Council.

Project Description

Please see applicant's submittal information. It should be noted that the applicant is requesting a PUD approval (and therefor subjecting the development to design review) as the applicant is requesting

variances to several Street Design Standards. As such variances are not permitted under a Manufacture Home Park permit, the applicant is seeking approval of the development through the PUD process. As the site will not be subdivided, no plat application is being reviewed with this PUD application.

Location & Context



LATAH GLEN PUD- 1/4 MILE BUFFER

Legend

	City of Spokane		Trail
	Medo Mist MHP		Railroad
	1/4 Mile Radius		City Park
	Site		City Owned Property

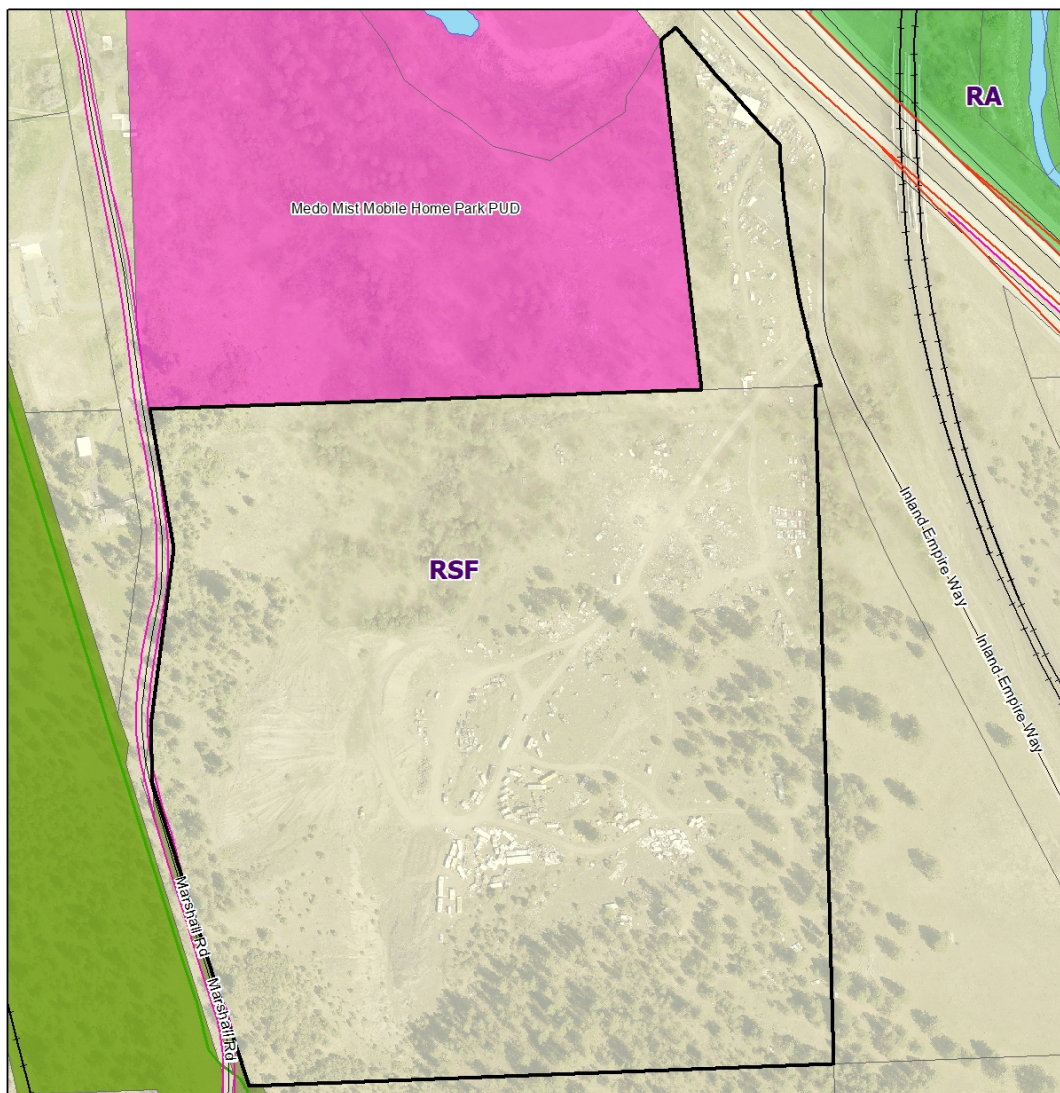
Zoning

	Community Business
	Neighborhood Retail
	Residential Agricultural
	Residential Single-Family

The Subject Site can be identified as parcel numbers 25364.0001 (the large main parcel) and 25361.0004 (the small parcel northeast of the main parcel) located on South Inland Empire Way in the Latah/Hangman Neighborhood Council. The parcel directly north contains the Medo-Mist Mobile Home

Park (approved as a Manufactured Home PUD in 2008). The Fish Lake Trail abuts the main parcel to the southwest. The Subject Site is zoned Residential Single Family (RSF) and is surrounded by RSF zoning. The BNSF Railroad does not directly border the site, but is near the east property line, and the Union Pacific Railroad is located near the western property line.

Character Assets



LATAH GLEN PUD- Site Context

Legend

 Medo-Mist MHP	Zoning
 Site	 Community Business
 Trail	 Neighborhood Retail
 Railroad	 Residential Agricultural
 City Park	 Residential Single-Family

The site has widely varying topography (with nearly 180' of elevation change) with intermittent stands of Ponderosa Pine. There is an existing pole building on the site that is used by the auto salvage business currently using the property. The site plan indicates this building will be removed, as well as all salvage

vehicles. The applicant is proposing that an unpaved portion of Marshall Road (along the western boundary of the site) will be utilized as secondary gated emergency vehicle access. The fully improved Fish Lake Trail is located within 35' of the Subject Site for nearly 700' of the site's western parcel line, with a trailhead connection intersecting Marshall Road near the site's southwest corner.

Regulatory Analysis

Zoning Code Requirements

The two parcels are zoned Residential Single Family (RSF). The applicant will be expected to meet zoning code requirements. Applicants should contact Current Planning Staff with any questions about these requirements.

Recommendations of the Design Review Board must be consistent with adopted regulations. The DRB may not waive any code requirements.

The PREDEV Report is attached to the end of this report.

Note that some additional discussions between the applicant and Development Services Center staff have occurred since the Pre-Development Meeting. The applicant's submittal for design review is the applicant's attempt to reflect these subsequent discussions.

The Urban Forestry Report is attached, following the PREDEV Report.

PUD Code Requirements

The applicant is seeking permission to develop the Subject Site as a Planned Unit Development (PUD) / Manufacture Home Park (MHP); which, if granted, will permit some flexibility in the development's design elements. This latitude is provided for in the following portions of development code:

Section 17G.070.010 Purpose

A. General Purpose.

The purpose of the planned unit development provisions are to encourage innovative planning and flexible design standards that results in more infill and mixed use development; economically diverse and affordable housing options; improved protection of open space and critical areas and transportation options and preserve the existing landscape and amenities that may not otherwise be protected through conventional development. These provisions provide:

1. **Flexibility.**
Provide a means for creating planned environments through the application of flexible standards, such as modifications to permitted uses and site development standards that facilitates development that is of a type, scale, orientation and design that maintains or improves the character, economic development and aesthetic quality and livability of the neighborhood.
2. **Efficiency.**
Design that facilitates the efficient use of land, urban infill, transportation alternatives that promotes pedestrian, bicyclist and public transit and encourages energy conservation.
3. **Affordable Housing.**
Flexible design standards that encourage affordable housing in all types of neighborhoods that is in an environment that is safe, clean and healthy. This is accomplished through the provision of flexibility in utility design standards, road design standards, site development standards, zoning density and permitted uses.
4. **Diverse Housing.**
Promote urban infill and a wide range of housing types and housing diversity to meet the social, economic and functional needs of our community in all areas of the City.
5. **Open Space.**
To acquire, operate, enhance and protect a diverse system of parks, trails, view sheds,

corridors, parkways, urban forests, recreational, cultural, historic and open space areas for the enjoyment and enrichment of all.

6. Economic Feasibility.
Increase economic feasibility and encourage revitalization and investment by fostering the efficient arrangement of land use allowing flexible site circulation and road standards; and allowing flexibility in utility design.
7. Resource Preservation.
Preserve critical areas and agriculture through the use of a planning procedure that can tailor the type and design of a development to a particular site.

Section 17G.070.100-150 Design Standards

Section 17G.070.120 Significant Features

Section 17G.070.125 Site Preparation

Section 17G.070.130 Landscaping

Section 17G.070.135 Compatibility with Surrounding Areas

Section 17G.070.140 Community Environment

Section 17G.070.145 Circulation

Section 17G.070.150 Lighting

Manufactured Home Parks Code Requirements

Chapter 17C.345 Manufactured Homes and Mobile Home Parks

Section 17C.345.120 Development Standards for Mobile Home Parks

A. Uses.

1. Manufactured homes or mobile homes, on a condominium basis, or on leased lots.
2. Accessory buildings, such as laundry, grounds maintenance shop, recreation, restroom and swimming pool.
3. Motor homes, recreational or camping vehicles and trailers are not permitted.

B. Lot Area.

A park must have a minimum area of ten acres.

C. Setbacks.

1. All manufactured homes, and extensions thereof, accessory structures and other buildings must be set back on a leased lot as follows:
 - a. Twenty feet from the boundary of the park.
 - b. Twenty feet from a public street.
 - c. Ten feet from an interior private or public street, walking or parking area; and
 - d. Ten feet from any other manufactured home.

D. Open Space.

At least fifteen percent of the gross site area must be in open space or recreational areas available for use by all residents. Parking, driving and setback areas and areas less than five thousand square feet do not count as required open space.

E. Density.

The density minimum is four units per acres to a maximum density of ten units per acre.

F. Buffer Strips.

A twenty foot strip around the boundary of the manufactured home park or manufactured home subdivision must be landscaped to provide a visual screen. All open spaces and other unimproved areas must be suitably landscaped. All landscaping must be maintained and furnished with an automatic sprinkler system.

G. Landscaping Areas.

Requirements for landscaping are stated in [chapter 17C.200 SMC](#), Landscaping and Screening.

H. Signs.

One freestanding identification sign may be erected along each major approach to the park so long as such sign:

- a. does not exceed an area of fifteen square feet;
- b. does not exceed twenty feet in height;
- c. sets back from the street at least twenty feet; and
- d. is of low-intensity illumination and not flashing or animated.

I. Parking.

Paved off street parking must be provided at the ratio of one and one half space per manufactured home. At least one space must be at the manufactured home or mobile home stand. Other spaces may be in a common parking area so long as each space is within two hundred feet of the manufactured home or mobile home stand to which it relates.

J. Pedestrian Access.

There must be a paved or graveled system of walkways, which gives safe and convenient access to every manufactured home and all common facilities. Sidewalks developed in conjunction with public or private streets may meet this requirement.

K. Utilities.

The park must be connected to the city water and sewer systems, individual on-site wells and septic tanks are not allowed. Utility lines are required to be under ground.

L. Streets.

Each lease lot, space or unit must be adjacent to a public or private street. Both public and private streets are approved by the director of engineering services and are required to meet the requirements of [chapter 17G.010 SMC](#). Deviations to the public or private street standards, curbing, sidewalks, lighting, pedestrian buffer strips and other street standards are not permitted through a mobile home park approval.

M. Installation.

Each manufactured home or mobile home must be securely installed upon a stand and must be skirted to conceal the undercarriage.

N. Accessory Structures.

Requirements for accessory structures are stated in [SMC 17C.110.225](#), Accessory Structures.

City of Spokane Comprehensive Plan

[Comprehensive Plan link](#)

Urban Design Staff finds the following chapters and goals from the Spokane Comprehensive Plan relevant to the project and/or within the project's potential to implement:

Chapter 3: Land Use

LU 1 CITYWIDE LAND USE

LU 1.16 Mobile Home Parks: Designate appropriate areas for the preservation of mobile and manufactured home parks.

LU 2 PUBLIC REALM ENHANCEMENT

LU 2.1 Public Realm Features: Encourage features that improve the appearance of development, paying attention to how projects function to encourage social interaction and relate to and enhance the surrounding urban and natural environment.

LU 5 DEVELOPMENT CHARACTER

LU 5.1 Built and Natural Environment: Ensure that developments are sensitive to the built and natural environment (for example, air and water quality, noise, traffic congestion, and public utilities and services), by providing adequate impact mitigation to maintain and enhance quality of life.

LU 5.2 Environmental Quality Enhancement: Encourage site locations and design features that enhance environmental quality and compatibility with surrounding land uses.

LU 5.3 Off-Site Impacts: Ensure that off-street parking, access, and loading facilities do not adversely impact the surrounding area.

LU 6 ADEQUATE PUBLIC LANDS AND FACILITIES

LU 6.9 Facility Compatibility with Neighborhood: Ensure the utilization of architectural and site designs of essential public facilities that are compatible with the surrounding area.

Chapter 4: Transportation

TR GOAL B: PROVIDE TRANSPORTATION CHOICES

TR GOAL C: ACCOMMODATE ACCESS TO DAILY NEEDS AND PRIORITY DESTINATIONS

TR 1 Transportation Network For All Users: Design the transportation system to provide a complete transportation network for all users, maximizing innovation, access, choice, and options throughout the four seasons. Users include pedestrians, bicyclists, transit riders, and persons of all abilities, as well as freight, emergency vehicles, and motor vehicle drivers. Guidelines identified in the Complete Streets Ordinance and other adopted plans and ordinances direct that roads and pathways will be designed, operated, and maintained to accommodate and promote safe and convenient travel for all users while acknowledging that not all streets must provide the same type of travel experience. All streets must meet mandated accessibility standards. The network for each mode is outlined in the Master Bike Plan, Pedestrian Master Plan, Spokane Transit's Comprehensive Plan, and the Arterial Street map.

TR 14 Traffic Calming: Use context-sensitive traffic calming measures in neighborhoods to maintain acceptable speeds, manage cut-through traffic, and improve neighborhood safety to reduce traffic impacts and improve quality of life.

Chapter 8: Urban Design & Historic Preservation

DP 1.3 Significant Views and Vistas: Identify and maintain significant views, vistas, and viewpoints, and protect them by establishing appropriate development regulations for nearby undeveloped properties.

DP 2 URBAN DESIGN

DP 2.5 Character of the Public Realm: Enhance the livability of Spokane by preserving the city's historic character and building a legacy of quality new public and private development that further enriches the public realm.

DP 2.6 Building and Site Design: Ensure that a particular development is thoughtful in design, improves the quality and characteristics of the immediate neighborhood, responds to the site's unique features - including topography, hydrology, and microclimate - and considers intensity of use.

DP 2.15 Urban Trees and Landscape Areas: Maintain, improve, and increase the number of street trees and planted areas in the urban environment.

DP 2.21 Lighting: Maximize the potential for lighting to create the desired character in individual areas while controlling display, flood and direct lighting installations so as to not directly and unintentionally illuminate, or create glare visible from adjacent properties, residential zones or public right-of-way.

Chapter 9: Natural Environment

NE 4.3 Impervious Surface Reduction: Continue efforts to reduce the rate of impervious surface expansion in the community.

NE 5 CLEAN AIR

NE 5.5 Vegetation: Plant and preserve vegetation that benefits local air quality.

NE 12 URBAN FOREST

NE 12.1 Street Trees: Plant trees along all streets.

NE 13 CONNECTIVITY

NE 13.1 Walkway and Bicycle Path System: Identify, prioritize, and connect places in the city with a walkway or bicycle path system.

NE 13.2 Walkway and Bicycle Path Design: Design walkways and bicycle paths based on qualities that make them safe, functional, and separated from automobile traffic where possible.

NE 13.3 Year-Round Use: Build and maintain portions of the walkway and bicycle path systems that can be used year-round.

NE 15 NATURAL AESTHETICS

NE 15.1 Protection of Natural Aesthetics: Protect and enhance nature views, natural aesthetics, sacred areas, and historic sites within the growing urban setting.

NE 15.2 Natural Aesthetic Links: Link local nature views, natural aesthetics, sacred areas, and historic sites with the trail and path system of the city.

Chapter 10: Social Health

SH 3 ARTS AND CULTURAL ENRICHMENT

SH 3.4 One Percent for Arts: Encourage private developers to incorporate an arts presence into buildings and other permanent structures with a value of over \$25,000 by allocating one percent of their project's budget for this purpose.

Chapter 11: Neighborhoods

N 2 NEIGHBORHOOD DEVELOPMENT

N 2.1 Neighborhood Quality of Life: Ensure that neighborhoods continue to offer residents transportation and living options, safe streets, quality schools, public services, and cultural, social, and recreational opportunities in order to sustain and enhance the vitality, diversity, and quality of life within neighborhoods.

N 2.4 Neighborhood Improvement: Encourage revitalization and improvement programs to conserve and upgrade existing properties and buildings.

N 2.5 Neighborhood Arts: Devote space in all neighborhoods for public art, including sculptures, murals, special sites, and facilities.

N 4 TRAFFIC AND CIRCULATION

N 4.5 Multimodal Transportation: Promote a variety of transportation options to reduce automobile dependency and neighborhood traffic.

N 4.6 Pedestrian and Bicycle Connections: Establish a continuous pedestrian and bicycle network within and between all neighborhoods.

N 4.7 Pedestrian Design: Design neighborhoods for pedestrians.

N 4.9 Pedestrian Safety: Design neighborhoods for pedestrian safety.

Topics for Discussion

The following Topics for Discussion are broken into two categories for ease of consideration. The first set of topics address the Design Review Board's role in determining whether the proposed development achieves "innovative, aesthetic, and energy-efficient architectural and site design" per [SMC 17G.060.170.D.4\(b\)](#).

The second set of topics deal mostly with the various Design Standards for both Planned Unit Developments and Manufactured Home Parks. The focus in these topics rests on the possibility that Design Departures may be sought by the applicant for some of the (R) requirements or (P) presumptions per [SMC 17G.030](#). The applicant may already be aware of some of these criteria and intends to address these as the development's design evolves, with solutions provided in the subsequent Recommendation Meeting(s) submission. There are some overlaps between the two categories of topics.

Note: If any Design Departures are contemplated by the applicant these should be proposed with sufficient time to ensure that the Design Review Board's findings meeting on the request can coincide with the project's public Recommendation Meeting(s).

Applicant's responses to the Topics are in **blue**, any staff additional comments are italicized and are in **green**.

Innovative, Aesthetic, and Energy-efficient Architectural and Site Design

1. Is there an opportunity to increase pedestrian and bicycle connectivity for future residents to the Fish Lake Trail? While this may address the pedestrian circulation connectivity requirement (R) in [SMC 17G.070.145.B.1 Circulation](#) this topic mostly deals with innovation and energy-efficiency as Fish Lake Trail is a Class 1 Shared Use Path within the City and offers the potential for access to alternative transportation residents.

Applicant's response: The Concept Site Plan depicts pedestrian access to the Marshall Road public right-of-way. A resident may use this public right-of-way to access the Fish Lake Trail and other interconnected public rights-of-way as desired. For community security and privacy, it's our preference to avoid direct connection.

2. The applicant is required to depict a higher level of aesthetic performance for a PUD than would be obtained with a typical residential development. What additional aesthetic contributions are proposed for the homes – beyond those already required of such structures located in a Manufactured Home Park? Are there additional architectural features that could be provided to meet a PUD's aesthetic demands (e.g., larger covered front porches)?

Applicant's response: We have proposed homes with high aesthetic contribution as these are equivalent to site built homes in design incorporating porches and design features. Given that, pricing is also very important as we are striving for affordability. Therefore, we've struck a balance between aesthetics and price. Also, these are home concepts and homeowners will have a choice of which home to buy. We are not planning to restrict buyers in selecting their homes.

Staff comment: *It should be noted that the applicant is choosing to submit the development to the higher aesthetic standards of a Planned Unit Development. Such aesthetic performance criteria are not relative to what might be expected in a Manufactured Home Park, or attenuated based on unit cost.*

3. The applicant is required to depict a greater level of energy-efficiency performance for a PUD than in a typical residential development. What additional energy efficient attributes are proposed for the manufactured homes and site development – beyond those already required by compliance with the Energy Code? Previous PUD applicants have proposed photovoltaic energized street lights, and "solar-ready" structures.

Applicant's response: The manufactured homes have a small footprint and will have significantly lower energy consumption than the typical single-family home. We support solar power where feasible and allowed and are committed to supplementing the park power demand with solar including site lighting and the clubhouse.

Staff comment: The energy-efficiency performance for structures in a PUD are in comparison to identically-sized structures constructed outside of a PUD. That is, similarly sized homes outside a PUD would not have a higher energy-efficiency obligation beyond that required by the energy code.

4. The applicant is required to depict a greater level of innovation for a PUD than would be obtained with a conventional residential development. As the development layout poses significant grade changes and stormwater management will offer a unique set of challenges, what innovative stormwater techniques is the applicant proposing (e.g., permeable pavement, stormwater swales and weirs adjacent to the roadways, Spokanescape landscaping in common areas, etc.)? Such innovative improvements may also help the project comply with the requirements (R) and presumptions (P) of [SMC 17G.070.125.B Site Preparation](#).

Applicant's comment: The stormwater facilities on the project site will be designed per the Spokane Regional Stormwater Manual (SRSM). The majority of the site will have stormwater collected via catch basins and pipes, which will carry the stormwater to the treatment swales as shown on the conceptual stormwater plan. Treatment swales are placed throughout the site, favoring areas with slopes that are conducive to swale grading. Low Impact Development stormwater features may be used, where appropriate.

Design Criteria

5. Although Spokane Transit Authority (STA) does not currently provide bus service along Highway 195, because the development is proposed as a 55+ community is there an opportunity to provide adequate on-street queuing for shuttle buses near the Community Center? Would a bench or shelter be a community benefit? ([SMC 17G.070.145.B.6 Circulation](#), [SMC 17G.070.010.A.2 Purpose, and Efficiency](#), [SMC 17G.070.115.B.3 Plan and Code Conformance](#))

Applicant's response: The majority of folks needing pick up service need to be picked up at their front door.

Staff comment: It should be noted that the need to accommodate alternative transportation in the PUD are code-mandated obligations. Paratransit and other such senior service shuttles available throughout the city that provide door-to-door transport are not a means for a PUD applicant to demonstrate how the development's site design will accommodate alternative transportation.

6. The layout of proposed development depicts considerable cuts & fills with the potential of impacting the site's "significant features" (as defined in [SMC 17G.070.120.B Significant Features](#)). What appropriate mitigation is proposed for these impacts? Is there additional information (if any) that could be submitted by the applicant in the Recommendation Meeting submission packet to address this design criteria?

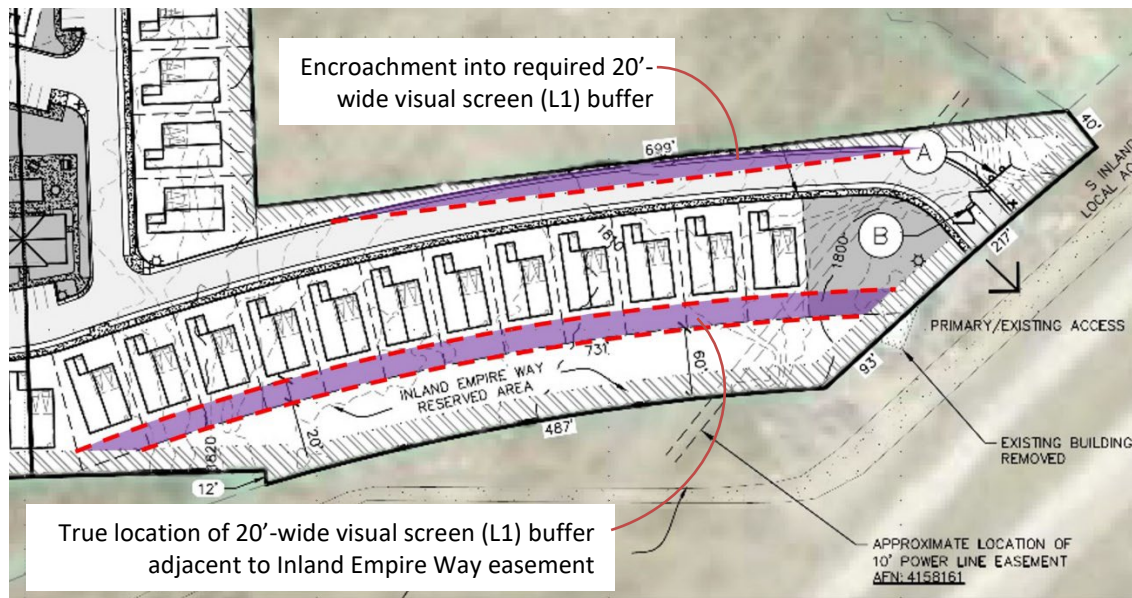
Applicant's response: Grading is needed for the road to access a buildable area near Marshall Road and provides pedestrian and emergency access for the community to the Marshall Road public ROW that does not currently exist. We understand the design proposed to be in an area of lower significance that will limit impacts to significant site features such as mature trees and other existing vegetation with associated existing topography around the property boundary. The project otherwise has been planned to minimize grading.

Private Roads are proposed to service and front the living units in the PUD. Some of the benefits of the private roads include a smaller impervious area footprint and the ability to more closely follow the existing contours to minimize large cuts and fills.

Staff comment: It should be noted that the conservation of existing topography is only one of the "significant features" listed in the code. The range of features to be preserved or whose impact will receive appropriate mitigation are, "areas that are geologically hazardous, wetlands, recharge the aquifer, conserve wildlife habitat or prone to flooding" (Design Standard B.2) – this obligation is a requirement (R).

7. The proposed entrance drive to the PUD/MHP encroaches on the required 20'-wide visual screen landscape buffer (L1) surrounding the Manufacture Home Park per [SMC 17C.345.120.F Buffer Strips](#).

Other than entrance drives that run perpendicular to such a buffer, paved streets are not permitted within the buffer. What opportunities are there to comply with the buffer requirement? (see figure)



Applicant's response: The Inland Empire Way 'Reserved Area' was requested by the City for potential extension of the Inland Empire Way ROW, however, expansion of Inland Empire Way is not a certainty at this time. The adjacent land is currently vacant and would be required to provide a 20' set back. Should the City prefer, we can move our entry road east to provide the 20' but will be unable to provide future open area for Inland Empire Way ROW extension.

Staff comment: The proposed future extension of Inland Empire Way (IEW) is depicted by the applicant as a means to demonstrated the development's compliance with the PUD requirement (R) found in [SMC 17G.070.145.B.2 Circulation](#) and the non-discretionary Street Development Standards found in [SMC 17H.010.030.F Street Layout Design](#). The encroachment of the development's access drive into the 20'-wide visual screen landscape buffer is not driven by the requirement for the IEW extension. There are a number of ways to depict the access drive while continuing to preserve the IEW extension.

8. The development's layout of the homes on the lease areas is not consistent with the applicant's proposed floor plans and site-built garage configurations. Would there be value in the applicant providing the specific home type and garage configuration on the lease areas in the Recommendation Meeting submission packet to ensure that all development and design standards are being addressed?

Applicant's response: The floor plans and graphics depict the developer's vision for the aesthetic of the homes and are not final. It is noted on the plans that actual units may vary and that the garages would be set back to accommodate driveways, more in-line with the typical lease space layout.

We may wish to include small/medium/large lease spaces where a variety of potential homes could fit on the spaces, if they meet minimum aesthetic requirements not unlike the samples provided.

9. It should be noted that the disbursed small parking areas throughout the proposed development would need to comply with the screening and shading requirements (R) in [SMC 17G.070.130.B.3 & 4 Landscaping](#). How is the applicant proposing to meet the 75% shading of the paved parking surfaces in these disbursed parking areas?

Applicant's response: A landscape plan will be prepared as part of the PUD/CUP application to address this; we envision deciduous trees will be planted to provide the needed shade at the parking locations in question.



Planning and Development
www.spokanecity.org

Pre-Development Conference Notes

Project Name: 3504 S Inland Empire Way Community Park

To: William Nascimento
Laguna Canyon Group
6914 S Pheasant Ridge Dr
Spokane, WA 99214
william@lagunacg.com

Phone: 949-357-9015

From: Melissa Owen, Facilitator

Phone: 509-625-6063

Project Name: 3504 S Inland Empire Way Community Park

Permit No.: B19M0123PDEV

Site Address: 3504 S Inland Empire Way

Parcel No.: 25364.0001 & 25364.0004

Meeting Date: Thursday, December 05, 2019

Thank you for attending a Pre-Development meeting with the City of Spokane. Below are notes summarizing the information that was presented to you at your meeting on Thursday, December 5, 2019. These notes are broken down into three sections:

- Section 1: This section describes those proposed items specific to the building improvements with directives for code compliance addressed by the Building and Fire Departments as well as Spokane Regional Health District when warranted.
- Section 2: This section describes all issues outside of the building within the property boundaries including landscaping, parking requirements and accessibility, utilities, traffic, and refuse addressed by Planning, Engineering, Traffic, and Solid Waste Departments.
- Section 3: This section contains information for permit submittal, our intake process, and general information.

Please be advised that these notes are non-binding and do not constitute permit review or approval. The comments were generated based on current development standards and information provided by the applicant; therefore, they are subject to change. Comments on critical items will be highlighted in **bold** text.

Project Information:

- A. Project Description: 42 acre manufactured home park
- B. Scope and Size: The scope of work includes development of a site for a mobile home park with 237 lots for mobile homes and a clubhouse with a pool and spa. The construction type is assumed to be Type VB.
- C. Special Considerations: See memo from WSDOT
- D. Estimated Schedule: TBD-currently in due diligence phase for purchase of property under contract.

E. Estimated Construction Cost: TBD

Section 1 – Comments Specific to the Building

Dermott Murphy - Deputy Building Official (509-625-6142):

1. The Plan Review will reflect the extent and completeness of the submitted documents. **Attached** is a listing (by discipline) of the plans, specifications, and engineering details which should be submitted.

Melissa Owen - Assistant Planner (509-625-6063):

1. SEPA review will be required.
2. Manufactured home parks, among other type III applications require a community meeting prior to application submission. More information regarding community meetings are included in Section 2 below.
3. Residential private streets are allowed only in conjunction with an approved planned unit development, binding site plan, or mobile home park. **New private streets are allowed only when street connectivity is unachievable**, such as property that is isolated by topography or the configuration of existing lots and streets. More about private streets are found in 17H.010.090, Private Streets and Private Access.
4. As per 17C.345.120 Development Standards for Mobile Home Parks, both public and private streets are approved by the director of engineering services and are required to meet the requirements of chapter 17H.010 SMC.
 - a. The standard residential street includes a 60' ROW and a curb to curb paved width of 36'. If an alternate or narrower dimensions are desired, a variance will need to be approved prior to intake.
 - b. Deviation from the City' street standards, curbing, sidewalks, lighting, pedestrian buffer strips and other street standards are not permitted through a mobile home park approval. A public or private street or private access that does not conform to [chapter 17H.010 SMC](#), Street Development Standards, may be approved through a design variance request under [SMC 17H.010.020](#) – Design Variance Request.
5. As per 17H.010.120, On-Street Parking, new local access streets shall provide on-street parking on both sides of the street. **Parking may be omitted from one side of a residential street in the following situations: Hillside developments as described in SMC 17H.010.110 where lots are developed on only one side of the street.**
6. Please see memorandum from WSDOT attached to these predevelopment notes.

Dave Kokot – Fire Prevention Engineer (509-625-7056):

1. Construction and demolition shall be conducted in accordance with IFC Chapter 33 and NFPA 241.
2. The structures will not be required to be provided with fire sprinklers. (IFC 903)
3. The structures are not required to have a fire alarm system.
4. Smoke and carbon monoxide detection is required.
5. Address numbers or other approved signs are required to be provided on the building in a visible location (IFC 505).

Eric Meyer – Spokane Regional Health District (509-324-1582):

1. Please see attached letter.

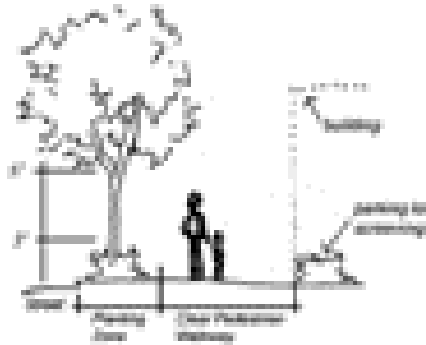
Section 2 – Comments Specific to the Site

Melissa Owen - Assistant Planner (509-625-6063):

1. Zoning: Residential Single-Family (RSF): Manufactured Home Parks are permitted in RSF zones.
2. Calculating Density – 17C.110.205(D).
Please review and update density calculations based on the below formula.
The calculation of density for a subdivision or residential development is net area, and is based on the total area of the subject property, less the area set aside for right-of-way and tracts of land dedicated for stormwater facilities. Land within a critical area (see definitions under [chapter 17A.020 SMC](#)) may be subtracted from the calculation of density. When the calculation of density results in a fraction, the density allowed is rounded down to the next whole number. For example, a calculation in which lot area, divided by minimum unit area equals 4.35 units, the number is rounded down to four units.
3. A Manufactured Home Park, Long Plat, and Planned Unit Development (PUD) overlay are Type III permits.
 - a. As mentioned above, Type III applications require a public meeting no more than 120 days prior to application for this plat. The notice and format of the meeting shall be in accordance with [chapter 17G.060 SMC](#). Table 17G.060-3 found in 17G.060T.003 will be helpful to understanding the type of notice required for the application types you may be submitting. In many cases the timing and noticing of various applications can be coordinated instead of completed separately.
 - b. Type III applications require a public hearing with the hearing examiner. The application will be processed pursuant to [chapter 17G.060 SMC](#).
4. Development Standards for Manufactured Home Parks are found in Section 17C.345.120.
 - a. Please note that a twenty foot strip around the boundary of the Manufactured Home Park or manufactured home subdivision must be landscaped to provide a visual screen. “Visual Screen” is described as an “L1” landscape type in 17C.200 (L1: Visual Screen).
L1 plantings are intended to provide a continuous visual screen between different types of uses. Plantings shall be selected to ensure residential privacy and screen views such as, but not limited to, area lighting, headlights, traffic, and service areas. The planting strip shall include shrubs that will provide a continuous screen at a minimum height of six feet within three years of planting. Trees shall be included as necessary to provide continuous canopy and shall be spaced at intervals resulting in touching of branches after ten years of normal growth.
5. A manufactured home park may be platted in accordance with the requirements for subdivisions as provided in [chapter 17G.080 SMC](#) (please see the long plat subsection of the code), remaining subject to the terms of chapter 17C.345.
 - a. Phasing – 17C.080.050(F).
A subdivision may be developed in phases. A master phasing plan should be submitted with the preliminary plat for approval by the hearing examiner. A preliminary plat that has received preliminary approval may be subsequently modified to be developed in phases, subject to approval of the director. The master phasing plan may be approved provided:

1. the phasing plan includes all land identified within the boundary of the plat;
 2. the sequence of the phased development is identified on the plan;
 3. each phase has reasonable public or private infrastructure to support the number of lots contained in that phase;
 4. each phase constitutes an independent planning unit with facilities, adequate circulation, and any requirements established for the entire plat;
 5. any un-finalized portion meets the minimum lot size of the underlying zone for the proposed use; and the director of engineering services approves the necessary documents so that all road improvement requirements are assured for that phase; and
 6. blocks are wholly contained within any individual phase.
6. More information on PUDs are found in 17G.070. PUDs are an overlay intended to produce a more desirable and economically efficient development that generally conforms to the policies of adopted plans and the purposes of the PUD section by allowing modifications of the development standards of the base zone (examples include lot dimensional and lot coverage standards).
- a. PUDs require that the project go through design review. Please contact Dean Gunderson for more information and guidance 509.625.6082 or dgunderson@spokanecity.org.
 - b. PUDs overlays are approved by the City Council following a hearing examiner decision regarding the PUD.
 - c. Please note that PUDs shall preserve native vegetation, and significant stands of existing mature trees.
 - d. Please refer to 17G.070 for more information on PUD Overlays.
7. Decision Criteria for land use applications are found in [17C.060.170](#).
8. As per 17H.010.220 – Driveways, garages and carport entrances must be set back at least twenty feet from the back of sidewalk. Garage setback requirements are also found in 17C.110 and include the following statements:
- a. Attached garage or carport entrance on a street is required to be setback twenty feet from the property line.
 - b. A detached accessory structure is not allowed in the front building setback. A detached accessory structure that has an entrance, which faces a street, is required to be setback twenty feet from the property line or from the back of the sidewalk, as stated in [Table 17C.110-3](#).
9. [Section 17C.110.410](#) Sidewalks
- A. Purpose.
To provide continuous, safe, and consistent pedestrian system with connectivity to the street right-of-way and the neighborhood.
 - B. Sidewalk Implementation.
 1. Sidewalks shall have the minimum dimension of five feet, even if part of the width is located on private property. This dimension shall be applied to the clear, unobstructed pathway between the planting zone for street trees per

[SMC 17C.200.050](#) and building facades or parking lot screening.



2. Sidewalks shall be continuous, without gaps between developments.
 3. Unless otherwise required or where larger plaza areas are provided, sidewalk paving materials shall be consistent with the street frontage improvements of adjacent developments.
 4. Sidewalks within the public right-of-way shall be concrete, standard sidewalk color and float finish.
 5. Pervious concrete may be used in the design and construction of sidewalks, where feasible.
10. Manufactured Home Parks, Open Space – 17C.345.120(D).
At least fifteen percent of the gross site area must be in open space or recreational areas available for use by all residents. Parking, driving and setback areas and areas less than five thousand square feet do not count as required open space.
11. Street Frontage - along all RA zones street trees are required as prescribed in [SMC 17C.200.050](#).
12. Parking Lot Landscaping 17C.200.040(F). Please also review 17C.200.040 (E)
- C. Parking, Outdoor Sales, and Outdoor Display Areas.
1. In residential zones, a six-foot wide planting area of L2 see-through buffer landscaping shall be provided between any parking lot and a street right-of-way. Living ground cover shall be used, with non-living materials (gravel, river rock, etc.) as accent only. In addition, earthen berms, trellises, low decorative masonry walls, raised masonry planters, or L1 visual screen landscaping shall be used to screen parking lots from adjacent streets and walkways (overall height including any plantings or structures shall not exceed three feet). Trees required as a part of the L2 landscape strip shall be located according to the standards for street trees in [SMC 17C.200.050](#), Street Tree Requirements.
 2. In residential zones all parking stalls shall be within sixty feet of a planted area with L3 open area landscaping. All individual planting areas within parking lots shall be at least one hundred fifty square feet in size.
13. Screening and Impact Abatement 17C.200.070. Screening and impact abatement is required where necessary to reduce the impact of service, storage, loading, and trash areas.
- A. In residential zones all garbage collection, dumpsters, recycling areas, loading, and outdoor storage or activity areas shall be screened from view of persons on adjacent properties and properties that are located across a street or alley. Screening may be accomplished by any one of the following techniques or their equivalent:
1. An L1 visual screen.
 2. A six-foot high solid masonry wall or sight-obscuring fence five feet inside the property line with an L2 see-through buffer between the fence and the property line.
 3. A five-foot tall earth berm planted with L3 open area landscaping.
 4. Storage areas are not allowed within fifteen feet of a street lot line; and

5. Screening shall comply with the clear view triangle requirements defined in [SMC 17C.110.230\(G\)](#) for Residential Zones, [SMC 17C.120.310\(E\)](#) for Commercial Zones, [SMC 17C.122.135\(E\)](#) for Center and Corridor Zones, [SMC 17C.124.310\(E\)](#) for Downtown Zones, and [SMC 17C.130.310\(E\)](#) for Industrial Zones. The director of engineering services may further limit the height of plantings, structures, and other site development features within the clear view triangle or may expand the size of the clear view triangle as conditions warrant.
14. Landscape Plans – 17C.200.020. For development of site, including planned unit developments, of more than seven thousand square feet of lot area, landscape plans shall be prepared and stamped by a licensed landscape architect, registered in the state of Washington. See 17C.200.020 for additional landscape plan requirements.
15. Please also note that a new “PLANT” ordinance just passed which supports the city’s goal of reaching 40% tree canopy coverage by the year 2030. This ordinance goes into effect on January 20, 2020 and includes an incentive program for retaining trees on privately developed property among other street tree related regulations. See new sections 17C.200.120/130/140/150 and new chapter 13.14 of the Spokane Municipal Code as of January 20th.
16. Fences require a separate permit.
17. Signs require a separate permit.
18. With regard to age restricted communities, the City of Spokane does not regulate age. You’ll want to review fair housing act requirements regarding age and other restrictions.
19. [Chapter 59.20 of the Revised Code of Washington](#) may also be a helpful resource. Chapter 59.20 applies to rental agreements regarding mobile home lots, cooperatives, or subdivisions.

Inga Note – Senior Engineer (509-625-6331)

1. Please work with WSDOT to address concerns at the I-90/195 NB to EB ramp.
2. As your plans progress, please consider how residents will access the Fish Lake Trail. If the plan is to gate the Marshall Road side, it should allow for bicycle traffic to pass through and travel the short distance down Marshall Road to the trail.
3. At some point Marshall Road will likely be paved. Please consider future modifications to any proposed gate at Marshall Road so that residents will have more options in driving routes in the future.
4. We will work with you and WSDOT in an effort to turn the short frontage road into a city street that runs through the northern end of parcel 25361.0004 and then continues south into the DNR property (rough alignment shown in orange). We do not believe the existing dirt road easement on railroad property allows for paving as a public roadway. Any public roadway alignment will also need to provide water and sewer connectivity southward to

the DNR parcels as there are no sewer or water utilities available in Marshall Road.



5. Additional connectivity and roadway improvement alternatives are likely as a result of the US 195 Hwy analysis. You may receive additional comments at the time of land use application based on this analysis.
6. Mist RV Park owns an adjacent parcel (3.5 acres) that could be developed. Access and utilities would need to come through parcel 25361.0004 as the terrain and the wetland preclude any access to Marshall Rd.



Joelie Eliason – Engineering Tech IV (509-625-6385):

1. The streets within the development will be considered private streets but must be designed and constructed to City of Spokane street standards. Cul-de-sacs must meet the minimum curb radii for fire department turn around access.
2. Adequate access and maneuvering for refuse/emergency vehicles is required per the City Standards and must be maintained during construction.
3. Maintain clear view at intersections, pedestrian ways, and driveways.
4. All parking and maneuvering areas are to be hard surfaced. All required parking, landscaping, and onsite stormwater designs must be within the property lines and not in the public right-of-way.
5. Please dimension the parking stalls, accessible stalls and access aisles, travel lanes, and driveway approaches on the site plan.
6. The parking stalls must be striped to current standards and for accessible barrier free parking spaces and aisles, must be shown and comply with the City of Spokane Standard Plan G-54 & G-80A. An accessible route of travel connecting to the nearest accessible building entrance is required with a marked accessible route of travel. All barrier free spaces and aisles need to be designed, drawn, referenced, and must be added as details on the plans per these standards. Note on the site plan the van accessible stalls and the sign locations. The access aisle for van accessibility must be eight feet wide.
 - a. Access aisles shall have a running slope greater than 1:12 and the cross slope shall not be steeper than 1:48.
 - b. An accessible route will need to be provided from the accessible entrance and ADA parking stall to the public right-of-way.
7. Any new or modified driveway access locations, if applicable, must be reviewed and approved by Traffic Engineering prior to permit issuance.
8. Confine illumination lighting to the site.
9. *"The City shall collect impact fees, based on the schedules in SMC 17D.075.180, or an independent fee calculation provided for in SMC17D.075.050, from any applicant seeking development approval from the City."* A transportation impact fee will be assessed for each dwelling in the South Service Area calculated at \$1,160.64/dwelling + \$50.00/dwelling admin fee with credit given for one existing dwelling at \$1,160.64 and a 2,000 sqft auto parts at \$2.48/sqft (based on the information submitted for the Pre-Development Conference and subject to change based on plans submitted for the building permit). This fee must be paid with the other permit fees prior to issuance of the building permit.
10. There is a 27-inch PVC sanitary sewer main located with the right-of-way of US 195 available for connection. The sanitary main is approximately fifteen feet deep.
11. The project property is located in an area identified as having steep slopes, erodible soils, hazardous geology, and a Revised Site Visit Program with the Washington State Department of Ecology. Development of the project property will require a Critical Areas Checklist to be completed and submitted at the time of application. Please review [SMC 17E.040](#) for more information.
12. Provide proposed street names for the development prior to submitting civil engineered plans. An addressing plan will need to be submitted and approved prior to applying for water and/or sewer tap permits. Street naming and addressing guidelines can be found in [SMC 17D.050A](#).
13. Sewer, water, stormwater, and streets are required to be designed by a Professional Engineer, licensed in the State of Washington, and submitted to City of Spokane Development Services for review and acceptance. Utilities and streets will be designed and constructed to the City of Spokane Standards.
14. The standard residential street includes a 60' ROW and a curb to curb paved width of 36'. If an alternate or narrower dimensions are desired, a variance will need to be approved prior to intake.

15. Swimming pool discharge is listed as a specific prohibited discharge to the public sewer system under SMC 13.03A.0201.B.14 although it is an allowable discharge to the stormwater system under the following condition:

SMC 17D.060.190.D.5. Swimming pool discharges are allowed if dechlorinated to a concentration of 0.1 ppm Cl or less, pH-adjusted and re-oxygenated if necessary, and volumetrically and velocity controlled to prevent resuspension of sediments.

15. The proposed project is not within the General Facility Charge (GFC) Waiver Zone, so GFCs will be assessed for this project for new sewer/water service connections. Information about General Facility Charges (GFCs) as well as a fee schedule can be found at:
<https://my.spokanecity.org/smc/?Section=13.03.0732> (sewer) and
<https://my.spokanecity.org/smc/?Section=13.04.2042> (water)

GFCs, taps and meter fees can be found at the following links:

[Section 13.04.2025](#) Water Tap and Meter Requirements and Fees

[Section 13.04.2026](#) Small Water Taps and Meters – Additional

[Section 13.04.2028](#) Large Water Taps and Meters

[Section 13.04.2042](#) Water General Facility Charges (GFCs)

[Section 08.02.037](#) Sewer Code (side sewer permit)

[Section 13.03.0732](#) Wastewater General Facility Charges (GFCs)

16. All storm water and surface drainage generated on-site must be disposed of on-site in accordance with *SMC 17D.060.140* “Storm water Facilities”. Stormwater requirements can be found in the Spokane Regional Stormwater Manual (SRSM) and City of Spokane Design Standards Section 6. In general, any new impervious surface will require a geotechnical site characterization (report) and drainage report/plan. Please include a detailed Site Plan or Civil Plans, which show and clearly delineate existing and proposed sewer, water, drainage structures, dry well types, swale bottom dimensions and areas, and property lines. Show proposed and existing pavement. Geotechnical reports, drainage reports, and civil plans must be stamped and signed by an engineer licensed in the State of Washington. **If a design variance is desired, it will need to be completed prior to intake.**
- a. The geotechnical report will need to evaluate slope stability, erodible soils, potential contamination areas of the site, etc., as well as suitability for stormwater disposal. The report will need to include recommendations to reduce risk from identified hazards.

17. Combining landscape and stormwater treatment areas per Washington State Department of Ecology (DOE) low impact development (LID) guidelines is allowed. The link to DOE LID resources can be found at:

<http://www.ecy.wa.gov/programs/wq/stormwater/municipal/LID/Resources.html>

18. Any drywells and subsurface drainage galleries (existing and proposed) for the site must be shown on the plans and registered with the Washington State Department of Ecology (DOE). Please send a copy of the completed registration form to the City of Spokane Development Services Center. See the following link at the Department of Ecology (DOE) website for information about the Underground Injection Control (UIC):

<https://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Underground-injection-control-program>

Note all new projects must submit a UIC registration to Ecology at least 60 days prior to commencing UIC well construction. Ecology’s approval of the registration

is required prior to construction of a new UIC well.

19. Most land-disturbing activities require an Erosion and Sediment Control (ESC) plan. Land-disturbing activities are activities that result in a change in existing soil cover (vegetative or non-vegetative) or site topography. Land-disturbing activities include, but are not limited to, demolition, construction, clearing and grubbing, grading, and logging. An ESC plan detailing how erosion and other adverse stormwater impacts from construction activities will be handled must be submitted to the Development Services Center for review and acceptance prior to construction of said phase. See Section 9 of the SRSM for ESC requirements and applicability. The following link provides information on ESC training and certification programs: <https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Certified-erosion-sediment-control>
20. Include a note stating that the Contractor is responsible for designating a location where concrete truck and equipment can be washed out. This area shall not be located near or draining into a storm drainage area, treatment area, or facility.
21. All cracked or broken curb and sidewalk will be repaired or replaced whether caused by construction or not and the following words must appear on the plan, "ALL BROKEN HEAVED OR SUNKEN SIDEWALK AND CURBS ADJACENT TO THE PROJECT WILL BE REPLACED OR REPAIRED" (SMC 12.01.010).

Dave Kokot – Fire Prevention Engineer (509-625-7056):

1. An approximate site fire flow (obtained from IFC Table B105.1 and Table C105.1) is 1,000 GPM with or without automatic sprinklers throughout and requires one fire hydrant.
2. There is one existing fire hydrant in the area that partially meets the code requirements for this project. Additional fire hydrants are required.
3. Site fire flow will be required to be maintained or provided during construction.
4. Fire hydrant spacing shall not be more than 500 feet (along an acceptable path of travel), within 500 feet of the property line for non-sprinklered buildings and 750 feet of the property line for fire sprinklered buildings (SMC 17F.080.030).
5. For International Residential Code buildings, fire hydrants are required within 600 feet of all points around the building (IFC 507.5.1, exception 1). For single family residential infill projects in existing developed areas, fire hydrants are allowed to be within 500 feet of the property line along an acceptable path of travel (SMC 17F.080.321).
6. Fire Department approved all-weather access must be provided to within 150 feet of any point around the outside of a building (IFC 503.1.1). For fully sprinklered buildings, this is extended to 165 feet (IFC 503.1.1, exception 1). Dead-end roads longer than 150 feet need approved fire apparatus turn-arounds (IFC 503.2.5). Fire apparatus turning radius is 50 feet external, 28 feet internal (SMC 17F.080.030.D.3). Minimum height clearance is 13 feet-6 inches (IFC 503.2.1). Fire lanes will have a maximum slope of 10 percent (based on IFC 503.2.7).
7. Minimum width for fire access is 20 feet, unobstructed (IFC 503.2.1). Buildings exceeding 30 feet in height and will be required to have a Fire Aerial Access lane of 26 feet wide along at least one side of each building (IFC D105.2). The fire aerial lane is required to be a minimum of 15' and a maximum of 30' from the building along the full length of the side of the building.
8. Single family and duplex residential developments that exceed 30 dwelling units on any single road are required to have a second fire access road (IFC D107.1).
9. The proposal does not appear to meet the requirements for fire access as required in the Fire Code.

10. Fire access will be maintained during construction. The fire lanes will be maintained with an all-weather surface (IFC 3310.1).
11. The installation of security gates or barriers (including islands) on fire access roads shall be approved by the Fire Department (IFC 503.6). If access to the site is required to comply with the distances around the building, at least one access gate will be setback a minimum of 48' from the edge of pavement. Gate openings will be a minimum of 14' wide, and open gates will not obstruct access to structures.

Mathias Bauman – Water Department (509-625-7953):

1. Our records show a possible well at 3500 S Marshall Rd. Typically, wells are decommissioned, unless strict cross-connection requirements are followed.
2. There is an eight-inch cast iron water distribution main in S Inland Empire Way, which lies within Hwy 195 Right of Way, available for the project. Hwy 195 ROW will require DOT permission for access to our water main.
3. The City of Spokane Water Dept. does not allow water services to cross over property lines; therefore, the parcels must be aggregated.
4. A hydraulic model must be performed to prove that the design meets minimum standards and to show how this projects effects our water system.
5. The City of Spokane Water Department Cross Connection Control and Backflow program rules and regulations shall be followed in accordance with Washington Administrative Code (WAC 246-290-490) and the City of Spokane Municipal Code 13.04.0814.
6. This parcel falls outside of our General Facilities Connection Waiver zone, therefore, General Facilities Charges will apply if new water taps are made. See Section 13.04.2042 in the Spokane Municipal Code.
7. Calculated static water pressure is approximately 130 psi at the surrounding hydrants. Pressures exceeding 80 psi require a pressure reducing valve to be installed.
8. A utility site plan illustrating new water lines and/or services to be installed shall detail the location of new tap(s) and meter(s) prepared by a Professional Engineer licensed in the State of Washington. Water Department plan reviewers and inspectors will ensure that any new water line(s) and Service line(s) needing backflow assemblies are installed in accordance with applicable rules and regulations. Water Department Water Service Inspectors, (north side) Harry Ward (509) 625-7845, (south side) Ryan Penaluna (509) 625-7844 will review submitted plans and inspect on-site construction. Water Department Cross Connection Control Specialists, Donovan Aurand (509) 625-7968 and Lance Hudkins (509) 625-7967, will review any backflow assemblies where required.
9. Taps and meters can be purchased at Developer Services Center, located on third floor of City Hall -Spokane. Size of service(s) shall comply with International Plumbing Code. Tap, meter, and connection fees will comply with section 13.04 of SMC. Tapping of the water main and installation of new meters shall be done by City forces. All excavation and restoration is the owner's responsibility. All trenches and/or excavations must comply with current W.A.C. #296-155 part N. No City of Spokane employee will be permitted into any trench and/or excavation without proper shoring or sloping, no exceptions. Please see Water Department Rules and Regulations for information about tap and meter sizes and sewer/water separation requirements.

Rick Hughes – Solid Waste (509-625-7871):

1. The plan would be approved for residential carts as long as each unit has a garage. If there are no garages commercial enclosures and containers would be required. Solid Waste access requirements will be met when Fire Department access is approved.

Becky Phillips – Urban Forestry (509-363-5495):

1. Please see attached letter.

Section 3 – General Information and Submittal Requirements

1. Site plan requirements are as shown on the attached “Commercial Building Permit Plan Checklist”. For the permit intake submittal, please provide three (3) **Full Building Plan Sets** and an electronic copy of the **Site Sets**. **Full Building Plan Sets** shall include all plans created for this project: cover sheet, architectural, structural, plumbing, mechanical, electrical, civil engineered plans, landscaping and irrigation drawings. **Site Sets** shall include: cover sheet, overall site plan (either architectural or civil engineered), all civil engineering plans, landscaping and irrigation plans, and building elevations. Plans are required to be stamped and sealed by an architect, landscape architect, or engineer licensed to do business within the State of Washington. All reports and supporting documentation noted in departmental comments will also be required for the permit intake submittal (i.e. NREC, drainage report, geotechnical site characterization, etc.)
2. Please provide an electronic copy of site plans showing dimensions, **property lines, and City Limits**, relative topography, all on-street signs and street markings, any new and existing frontage improvements, all structures, on-street storm drainage facilities, sidewalks, curbs, parking calculations and dimensions, dimension existing roadway, new and existing driveways and their locations, and other relative information. Show all existing topography in the public right-of-way such as street signs, water valves, hydrants, etc. All required landscaping must be within the property lines and not in the public right-of-way.
3. An Intake Meeting handout was provided to you in your packet at the Pre-Development meeting. Please call (509) 625-6300 to schedule an Intake Meeting to submit plans for a new commercial/industrial building, an addition to an existing building, a change-of-use, or a parking lot. Appointments must be made at least 24 hours in advance and can be scheduled for Monday through Thursday.
4. Please provide a complete set of plans to Spokane Regional Health District if food and/or beverage handling business is planned.
5. If you would like a full Certificate of Occupancy on any portion of the permit prior to completion of the other phases, it is required to file separate permits for each phase. An additional \$250 fee will be assessed for a Temporary Certificate of Occupancy and/or a Temporary Certificate of Occupancy extension per SMC 8.02.031M.
6. For additional forms and information, see my.spokanecity.org.



PRE-DEVELOPMENT NOTES

Date Delivered: December 20, 2019

**PROJECT: 3504 S Inland Empire Way Community Park B19M0123PDEV
3504 S Inland Empire Way (Parcels 25364.0001 & 25364.0004)**

To: William Nascimento, Laguna Canyon Group
Cc: Dermott Murphy, Deputy Building Official, City of Spokane
Tami Palmquist, Associate Planner, City of Spokane

Dear Mr. Nascimento,

I am enclosing a packet of information from Urban Forestry that will be beneficial to you should you decide to proceed with plans to develop the above property.

There are trees along the right of way on Marshall Road that are street trees, although they have not been added to our Tree Inventory as of this date. Please install Tree Protection fencing along your property boundary adjacent to Marshall Road to protect the trees in the right of way from construction activities. I am including the City of Spokane Tree Protection Specifications and Detail. Please include these documents on your demo and civil plans so the contractors are aware of this requirement. Please also call out the trees on the demo plans that are to be protected. I am enclosing a map of the area for your convenience. If you get a hold of me after the property has been surveyed, I can visit the site and add the trees in the right of way to our Street Tree Inventory.

I am not sure yet if we will require the installation of new street trees in the right of way along Inland Empire Way. That will depend on future plans from WSDOT and city planners to mitigate traffic in the area. I will hopefully be able to address this when you submit your plans for review.

Any planting of street trees does require a licensed certified arborist and a separate Street Tree Permit, so I am including a list of city approved arborists for your convenience. The arborist you choose will be familiar with the Street Tree permitting process.

You will also be required to install landscaping on the interior of your property, including trees. While a licensed certified arborist is not required to plant interior trees, the planting standards are the same as street trees, so I recommend you have a certified arborist plant the interior trees as well. All trees on site will be inspected to ensure they are planted correctly before a Certificate of Occupancy is issued.

Please also consider tree placement and business signage to prevent visibility issues as the trees mature. This will lessen tree maintenance in the future.

Please let me know if I can be of any assistance to you.

Respectfully,

Becky Phillips
Urban Forestry Specialist
City of Spokane



PRE-DEVELOPMENT PACKET

Date Delivered: December 20, 2019

**PROJECT: 3504 S Inland Empire Way Community Park B19M0123PDEV
3504 S Inland Empire Way (Parcels 25364.0001 & 25364.0004)**

To: William Nascimento, Laguna Canyon Group
Cc: Dermott Murphy, Deputy Building Official, City of Spokane
Tami Palmquist, Associate Planner, City of Spokane

Dear Mr. Nascimento,

The purpose of this Pre-Development Packet is to provide general information needed to meet Street Tree requirements in the City of Spokane. If the project includes planting, pruning (crown or roots), protecting or removing street trees then the information in this packet will assist you in meeting the requirements and avoiding delays in your project.

Urban Forestry also performs final landscape inspections for the interior of the property during the Certificate of Occupancy review. This includes making sure the landscape matches the approved design, and that design elements are installed in accordance with City of Spokane Municipal Codes. A licensed certified arborist is only required for the planting of street/public trees, but the planting standards and specifications are the same for interior trees, so please use the V-101 & V-102 as planting standards for all trees and shrubs on this site.

The documents included in this packet are as follows:

- Certified & Licensed Arborists in the City of Spokane
- Tree and Shrub Planting Details Diagram
- A Clear View: Vegetation & Traffic Safety Diagram
- Existing Sidewalk Retrofit Diagram
- Tree Protection Details Diagram
- Tree Protection Specifications

In addition, the documents below may be helpful to you as well and can be found at the corresponding websites:

Street Tree Permit Application available online at www.aca.spokanepermits.org

Approved Street Tree List available online at www.spokaneurbanforestry.org

Please pay particular attention to the following as these are the most common concerns:

1. Please use the City's standard tree and shrub planting details V-101 & V-102 (Attached)
2. No tree shall be planted within fifteen (15) feet of any driveway, alley, streetlight, utility pole, non-safety street sign (ex. parking, street name) or fire hydrant. No tree shall be planted within twenty (20) feet of a critical street safety sign (stop, yield, or pedestrian crossing). The potential placement

of street signs, street lights and utility poles shall be evaluated to lessen the conflict with the growth of existing street trees.

3. Any substitutions or revisions to the final approved plant schedule and planting plan must have written approval from Urban Forestry and the Landscape Architect prior to installation.
4. Please have a licensed Certified Arborist from the attached list submit a complete Street Tree Permit Application 10 days prior to tree work for this project.

The documents provided are also available on our website: www.spokaneurbanforestry.org or if you have any questions please contact Katie Kosanke at 509.363.5495 or kkosanke@spokanecity.org. Our intent is to provide guidance and assistance early in this process to ensure your project is successful; please do not hesitate to contact us.

Respectfully,

Katie Kosanke
Urban Forester, City of Spokane

Install Tree Protection Fencing Per City of Spokane Specifications
to protect right of way trees from construction activities

Marshall Rd

Inland Empire Way



Certified & Licensed Arborists in the City of Spokane

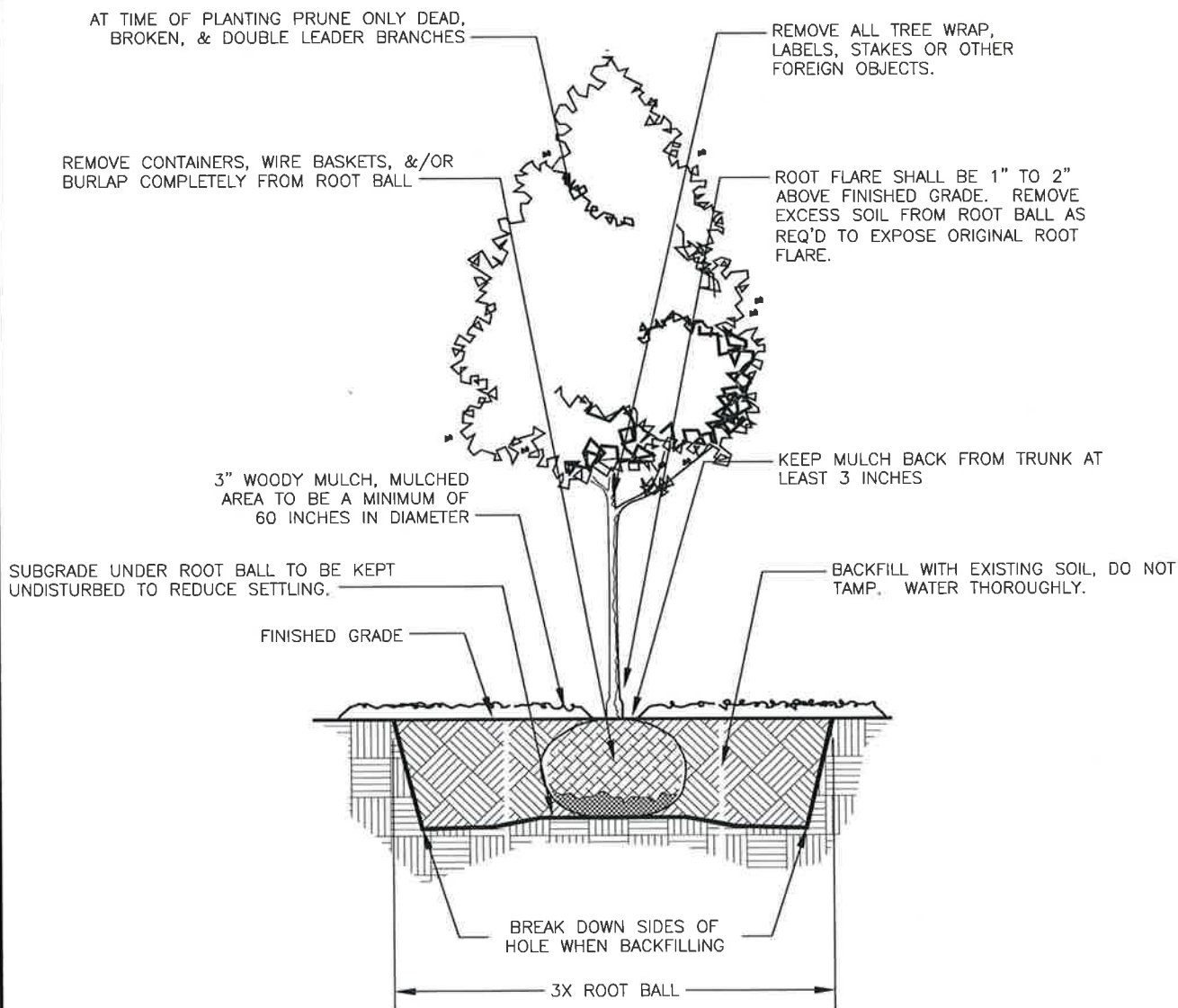
www.spokaneurbanforestry.org

Company Name	Phone	Email/Website
F A Bartlett Tree Expert Company	509-892-0110	shogan@bartlett.com
Spokane Tree Pro	509-998-2771	spokanetreepro@gmail.com
C & C Yard Care Inc*	509-482-0303	chrisc@candcyardcare.com
Budget Arbor & Logging LLC	509-458-0838	mike@budget-arbor.com
Senske Services	509-891-6629	sjones@senske.com
All Seasons Tree Service	208-660-7461	office@allseasonstreeservice.contractors
Sam's Tree & Landscape LLC	509-467-3801	sam@samsapes.net
Skyline Tree Service LLC	509-496-9793	crendall1@hotmail.com
Heindl Tree Care Inc*	509-475-9135	arborpaul@hotmail.com
Spirit Pruners LLC*	509-979-3496	k@spiritpruners.com
Clearwater Summit Group Inc	509-482-2722	rnee@clearwatersummitgroup.com
Aardvark Tree Service	509-891-7650	aardvarktree@live.com
Community Forestry Consultants Inc*	509-954-6454	cfconsults@comcast.net
Land Expressions	509-466-6683	frontdesk@landexpressions.com
Little Tree Inland Northwest LLC	509-212-4972	clarkrjacob@gmail.com
Dan Dengler	970-401-0412	dandenglerlongboards@yahoo.com
Affordable Arborist Tree Care Inc	509-879-0577	sandnessmerret@gmail.com
Don Taylor Tree Services Inc	208-640-1951	don@dontaylortreeservice.com
Palms Tree Service & Landscaping	509-939-0460	darrenpalmer1@gmail.com
Frontier Tree Service	509-487-8733	frontiertreeservicespokane@gmail.com
Tall Tree Service	509-747-8733	talltreeservice@gmail.com
Treescapes Inc	509-922-8733	treescapes@roadrunner.com
ABC Consulting Arborists LLC	509-953-0293	daniel@abcarborist.com
A1 Tree Service*	509-623-0344	a1stumpremovalspokane@gmail.com
Bluebird Tree Care Inc*	208-651-3959	benlarsontree@gmail.com
Miller Tree Care LLC	509-981-4208	millertreecarellc@gmail.com
Deep Roots Garden & Landscaping	509-216-4835	christopher.re78@gmail.com
Greenleaf Landscaping Inc	509-536-2885	melanie@greenleafwa.com
Selkirk Landscape Services	509-536-1919	selkirklandscape@gmail.com

*Currently qualified to provide Risk Assessments

~as of December 2019

808 W. Spokane Falls Blvd., Spokane, Washington 99201-3317
Ph.: 509.363.5495 • FAX: 509.625.6205



NOTES:

1. TREES BURIED TOO DEEP, OR WITHOUT EXPOSING ROOT FLARE WILL BE REJECTED & SHALL BE REMOVED & REPLANTED AT PROPER DEPTH.
2. ALL 'ADVENTITIOUS ROOTS' AND 'SUCKERS' SHALL BE PRUNED AWAY PRIOR TO PLANTING.
3. DEVIATIONS FROM THIS DETAIL SHALL ONLY BE ALLOWED WITH PERMISSION FROM THE CITY ARBORIST.
4. TREES NOT PLANTED IN CONFORMITY WITH THIS DETAIL WILL BE REJECTED BY THE CITY ARBORIST. REPLACEMENT OF REJECTED TREES WILL BE DONE AT THE CONTRACTOR'S EXPENSE & NOT BY THE CITY OF SPOKANE.
5. LOCATIONS OF TREES TO MEET THE REQUIREMENTS OF DESIGN STANDARDS 3.5-2. ≥ 15 FT FROM DRIVEWAYS, ≥ 10 FT FROM DRAINAGE INLETS, ≥ 20 FT FROM DRYWELLS, NOT OBSTRUCT TRAFFIC SIGNS OR SIGHT TRIANGLES, AND 15 FT FROM UNDERGROUND UTILITIES
6. AFTER PLANTING, IF TREES ARE UNSTABLE, STAKING MAY BE USED BUT ONLY AS NECESSARY. AT 6 MONTHS, ALL STAKING MATERIAL SHALL BE REMOVED. IF TREE IS STILL UNSTABLE, AFTER 6 MONTHS, TREE MAY NEED TO BE REPLACED.

APPROVED BY

ENGINEERING OPERATIONS MANAGER

KYLE TWOHIG

PRINCIPAL ENGINEER, CONST.

KENNETH M. BROWN, P.E.

ADOPTED: 2/1986

REVISED: 05/2015

SUPERSEDES: 04/2012

CHECKED BY: SJS

SCALE: NTS

REVISED BY: MLD

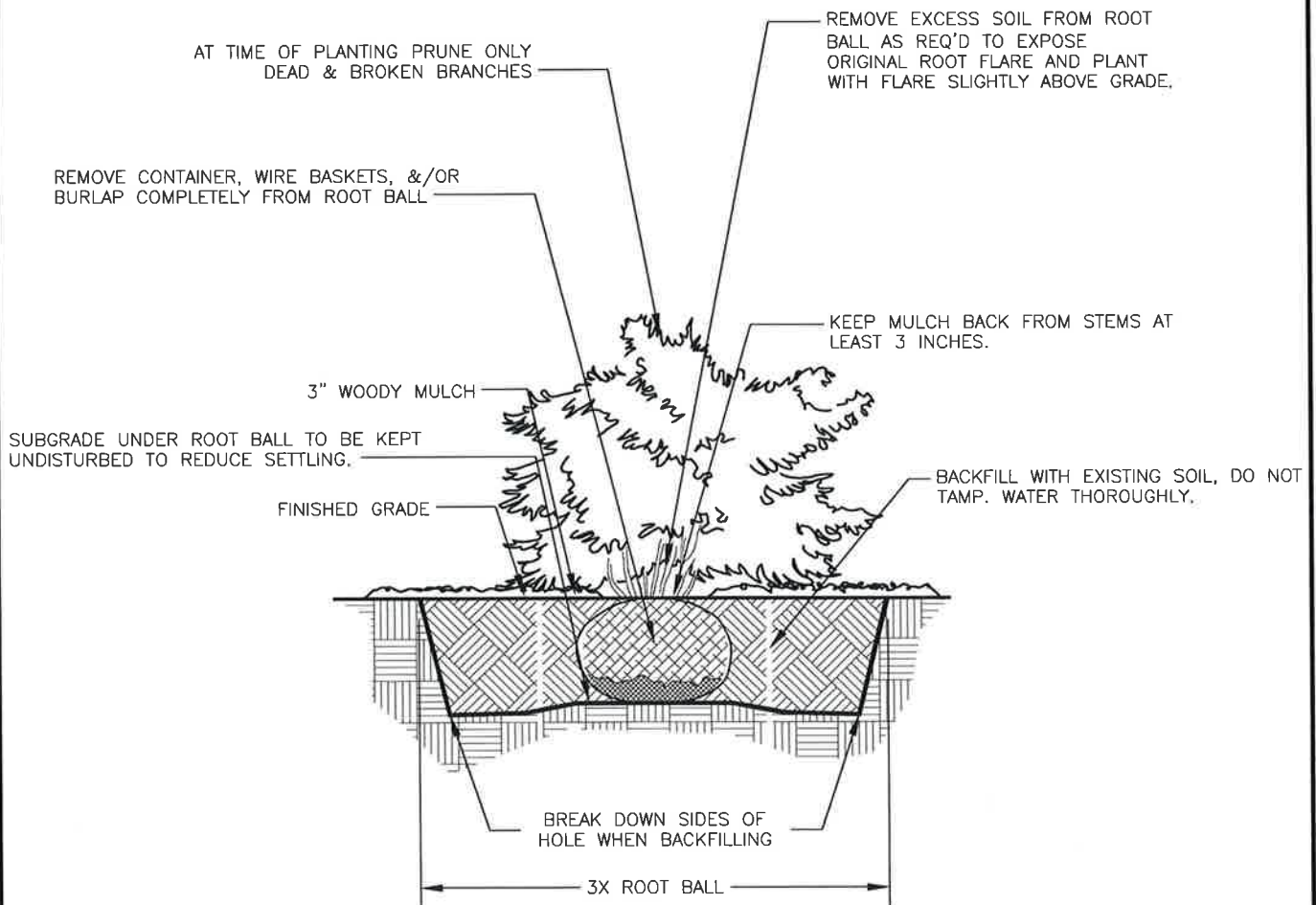


TREE PLANTING DETAILS

ALL TYPES, FORMS AND SPECIES

ENGINEERING SERVICES
CITY OF SPOKANE, WASHINGTON

STANDARD
PLAN No.
V-101



NOTES:

1. SHRUBS BURIED TOO DEEP, OR WITHOUT EXPOSING ROOT FLARE WILL BE REJECTED & SHALL BE REMOVED & REPLANTED AT PROPER DEPTH.
2. DEVIATIONS FROM THIS DETAIL SHALL ONLY BE ALLOWED WITH PERMISSION FROM THE CITY ARBORIST.
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SHRUB PLANTING DETAILS

ALL TYPES, FORMS AND SPECIES

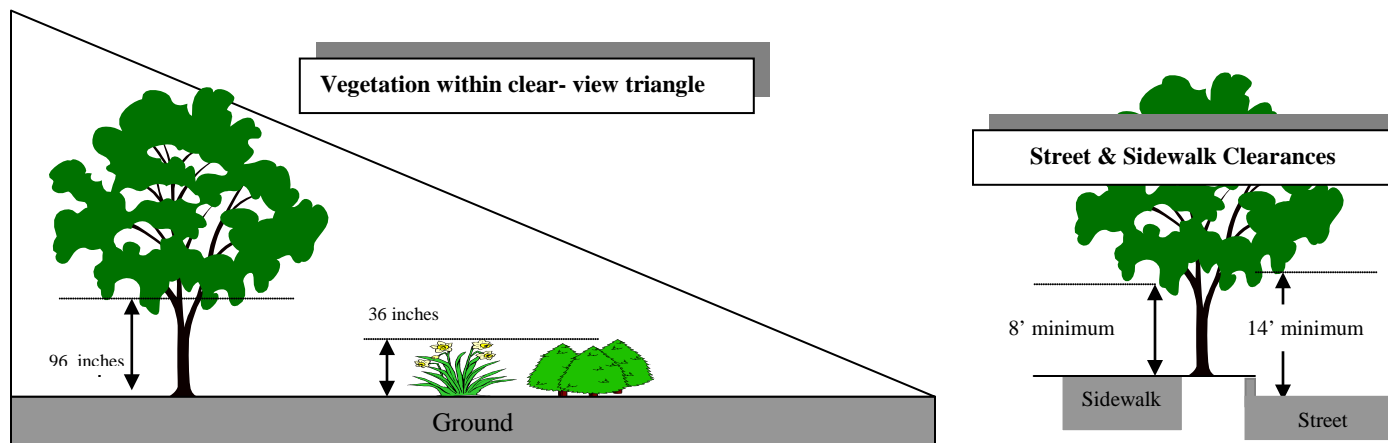
ENGINEERING SERVICES
CITY OF SPOKANE, WASHINGTON

STANDARD
PLAN No.
V-102

A CLEAR VIEW: VEGETATION & TRAFFIC SAFETY

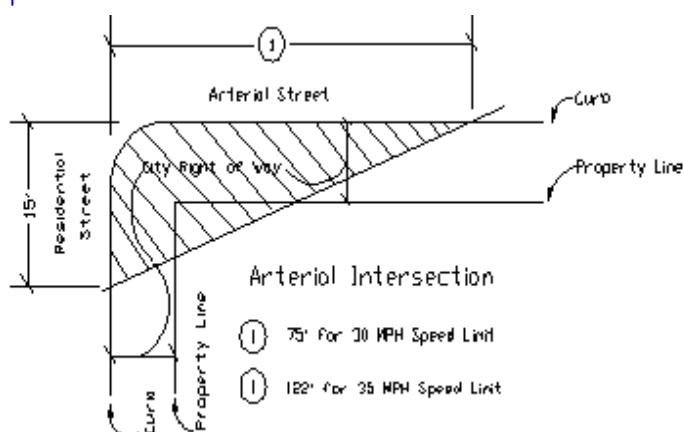
A way To Make Our Streets Safer:

Overgrown vegetation impedes the safe flow of traffic when it blocks our view of traffic signs, pedestrians and other vehicles. If vegetation is blocking visibility in the street or an intersection, it is your responsibility as the adjacent property owner or resident to trim the vegetation. Below are the City vegetation standards as they apply to visibility.

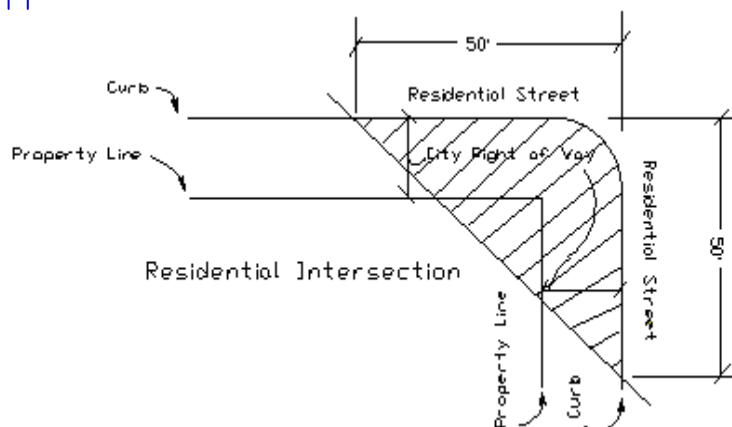


Types of Intersections (Diagonal Lines = Clear View Triangle):

Arterial Intersection

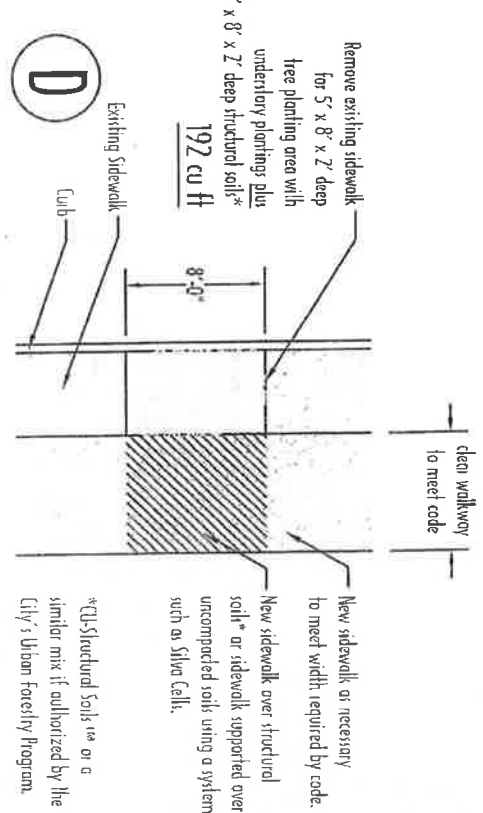
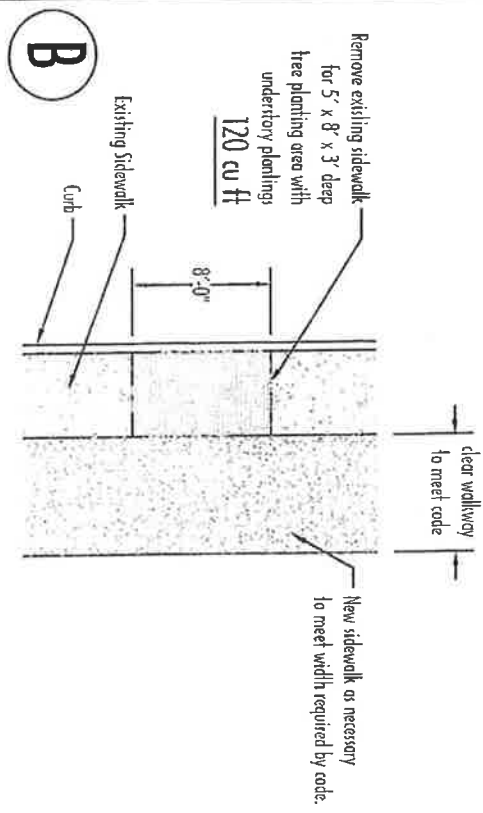
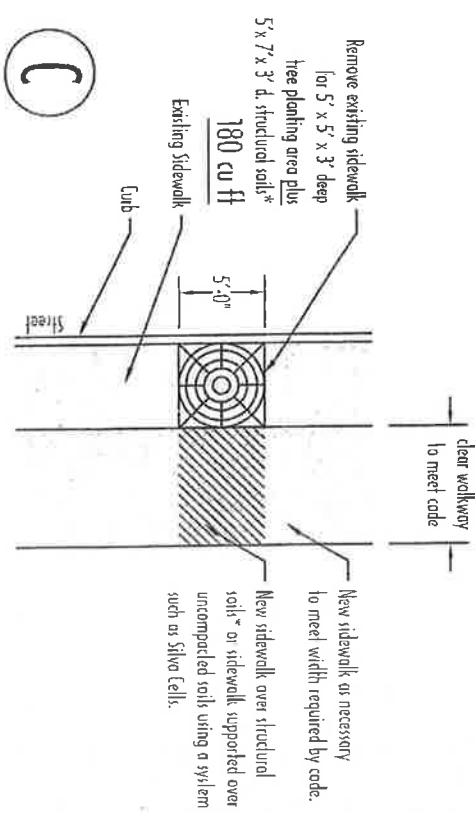
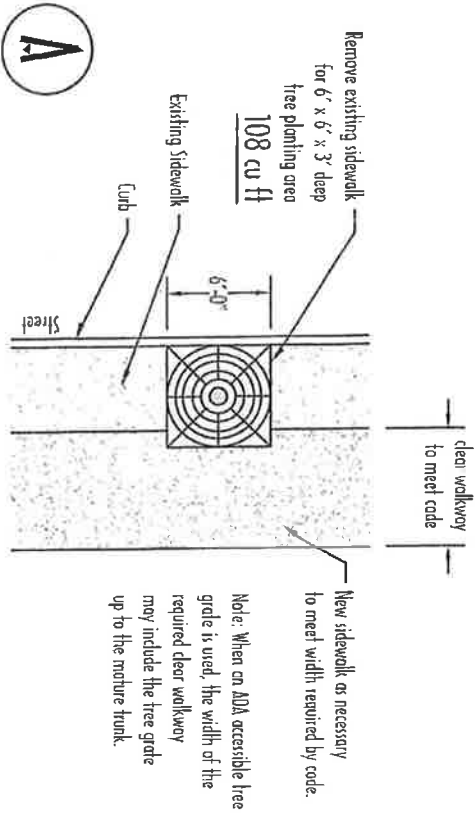


Residential Intersection



Visibility Standards:

	Description of Existing Vegetation	Vegetation Requirements	Reference in City Codes
1.	Shrubs/Hedge/Plants existing in Clear Triangle.	Trim Shrubs/Hedge/Plants to 36 inches in height.	17C.200.050
2.	Tree branches and any vegetation overhanging in Clear Triangle (no sidewalk).	Remove all tree limbs/vegetation existing from ground level to minimum height of 96 inches.	17C.200.050
3.	Tree branches and any vegetation overhanging sidewalk (in and outside Clear Triangle).	Remove all branches/vegetation existing from sidewalk level to minimum height of 8 feet.	12.02.0202
4.	Tree branches and any vegetation overhanging street (in and outside Clear Triangle).	Remove all branches/vegetation existing from street level to a minimum height of 14 feet.	12.02.0202



*CUL-Structural SoilsTM or a similar mix if authorized by the City's Urban Forestry Program.



Existing Sidewalk Retrofit - Possible options to provide 100 cu ft of uncompacted soil for street trees.

Soil is a key factor for tree health but in an urban setting it's almost impossible to provide ideal soil volumes. The City of Spokane highly encourages building permit applicants to consider providing as much uncompacted soil as possible for trees, and requires at least 100 cu ft (max. 3' depth may be factored into volume). A permit is necessary to plant a tree in the public right of way; please contact the Urban Forestry Program at 363-5470. Courtesy of the Urban Design Section of the Planning Services Department.

Crown drip line or other limit of Tree Protection area. See tree preservation plan for fence alignment.

Notes:

- 1- See specifications for additional tree protection requirements.
- 2- If there is no existing irrigation, see specifications for watering requirements.
- 3- No pruning shall be performed except by approved arborist.
- 4- No equipment shall operate inside the protective fencing including during fence installation and removal.
- 5- See site preparation plan for any modifications with the Tree Protection area.

8.5" x 11" sign laminated in plastic spaced every 50' along the fence.

4'-0"

KEEP OUT
TREE
PROTECTION
AREA

Tree Protection fence: High density polyethylene fencing with 3.5" x 1.5" openings; Color-orange. Steel posts installed at 8' o.c.

2" x 6' steel posts or approved equal.

5" thick layer of mulch.

Maintain existing grade with the tree protection fence unless otherwise indicated on the plans.

SECTION VIEW



TREE PROTECTION

URBAN TREE FOUNDATION © 2014
OPEN SOURCE FREE TO USE

Tree Protection Specifications for Development in the City of Spokane

1. General

The City of Spokane's Municipal Code requires that tree pruning, planting, or removal work within the public right-of-way and on public property must be performed by a person or entity with a commercial tree license. (SMC 10.25.010)

Additionally, all tree pruning (crown or root) and tree removal work must be performed by an International Society of Arboriculture (ISA) certified arborist or certified tree worker. Tree planting must be directly supervised by an ISA certified arborist or certified tree worker.

The term "Contracted Arborist" shall be used in the remainder of this document to refer to the licensed tree company.

All equipment to be used and all work to be performed must be in full compliance with the most current revision of the American National Standards Institute Z-133-2017, or as amended.

2. Tree Protection Zone (TPZ)

For the purpose of protecting trees in the right of way during development, the contractor/developer may install the TPZ in accordance with the standards below.

The tree protection zone (TPZ) will either be determined in the field by Urban Forestry staff or established by the Contracted Arborist for approval by Urban Forestry staff prior to any excavation or work by the following method. The minimum TPZ shall be equal to the Critical Root Zone (CRZ) as defined by the International Society of Arboriculture (ISA): an area equal to 1 foot radius from the base of the tree's trunk for each 1 inch of the tree's diameter at 4.5 feet above grade (referred to as diameter at breast height or dbh). TPZ modifications may be made due to construction objectives and site infrastructure only with prior authorization by Urban Forestry staff.

Mulch: The area within the TPZ shall be mulched with 1-2 inches of untreated wood chips, leaving a 1 foot radius from the trunk free of mulching materials, unless otherwise pre-approved by Urban Forestry staff.

Water: All trees designated for protection shall receive 5-10 gallons of water per caliper inch every seven days throughout the construction period. The amount and frequency of irrigation may be adjusted as needed due to temperature fluctuations and site conditions.





Temporary Fencing: Install temporary fencing, 3' tall minimum, orange plastic construction fencing per manufacturer's specifications, located as indicated or outside the TPZ of trees to protect remaining vegetation from construction damage. Fencing must be maintained at all times during construction. Alternative or modified fencing material may be permitted with prior authorization by Urban Forestry staff.

Removal of Hardscapes: Where equipment is necessary to remove hardscapes in proximity of a protected tree, construction personnel must exhibit due care to ensure no damage occurs to the existing roots. If roots are encountered in the demo area, consultation with Urban Forestry staff or a Contracted Arborist is required to determine best management practice to meet construction and tree preservation objectives.

Protect tree root systems from damage due to noxious materials caused by runoff or spillage while mixing, placing, or storing construction materials. Protect root systems from flooding, eroding, or excessive wetting caused by dewatering operations.

Do not store construction materials, debris, or excavated material within the TPZ of remaining trees. Do not permit vehicles or foot traffic within the TPZ; prevent soil compaction over root systems.



July 15, 2020

Dave Gunderson
City of Spokane
808 W. Spokane Falls Blvd.
Spokane, WA 99201

RE: Latah Glen Residential Community – Project Summary for Design Review of a 42-Acre Manufactured Home Park – APNs: 25364.0001 & 25361.0004

Mr. Gunderson,

On 12/05/2019, we met with City of Spokane staff for a Pre-Development Conference about the subject project proposal (Pre-Dev No. B19M0123DEV) to build the Latah Glen Community Manufactured Home Park, on the referenced parcels in southwest Spokane; the project parcels are not intended to be subdivided, but are intended to be consolidated under one address with single ownership. This project would replace auto parts salvage activities on the subject parcels with approximately 157 affordable manufactured homes on leased spaces with access to a community clubhouse area complete with a pool, spa, putting green, and laundry facility.

The proposed project is proposed with private roads and private utilities. A 27-foot wide roadway is proposed with a narrower roadway with parking restricted to one side and an alternative sidewalk and comprehensive pathway system. Since this differs from City roadway development standards, staff comments included the need to pursue a Design Standard Variance from City of Spokane Residential Street Standards, per SMC 17H.010.020. With input from City staff, the Site Plan was updated, and a formal Design Variance Request has been made. Approval from The City of Spokane Engineering Department is anticipated during the week of July 17, 2020.

Staff also informed us that a variance to reduce the roadway width from standard is not approvable through the Manufactured Home Park (MHP) application process and requires a Planned Unit Development (PUD) application in addition to the MHP application. We understand that before a formal PUD application submittal can be made, we need to start the Design Review process.

In addition to this Project Summary, please see the attached Design Review Application and the required Context/Site Analysis, Concept Site Plan, and Concept Building Details that are intended to make a “Counter Complete” application to begin the Design Review process.

Project Summary *prompts* and **responses** are as follows:

1. *Statement of development objectives. For example, include building square footage and approximate number of residential units (if applicable).*

Latah Glen Residential Community is proposed as a 55-years-and-older gated manufactured home park, intended to increase low-maintenance, affordable housing options for the City of Spokane's elderly residents.

The Concept Site Plan includes 157 lease spaces with the most common lease space dimensions being 55 feet wide by 95 feet deep. While actual units will vary, three manufactured home models of different sizes and floor plans are shown in the Concept Building Details to represent the type of manufactured homes that are envisioned to be placed on the leased spaces. Units are anticipated to be approximately 1,340 SF, 1,460 SF, and 1,580 SF. All units will be required to have an attached 2-car garage that will be built on-site after the unit is installed; garages will be set back from the roadway to accommodate off-street parking on the driveway that will not obstruct the road or sidewalk in front of the lease space.

An approximately 1,700 SF clubhouse is proposed for community and management use. The clubhouse is proposed to include a leasing office, restrooms, a room for gatherings, and an exercise facility. The clubhouse is proposed to include a fenced outdoor patio with a pool, spa, and possible gas fire pit and/or barbeque(s).

An approximately 700 SF laundry building is planned in the vicinity of the clubhouse for community and management use.

Parking on the private roads will be restricted, per the anticipated Roadway Standards Design Variance approval and site management parking policy with enforcement by site management. On-street parking restrictions are offset by the availability of off-street garage and driveway parking on each lease space as well as the dedicated off-street parking spaces provided strategically throughout the development; ample off-street parking is proposed in the clubhouse vicinity in anticipation of the area attracting higher volume community use.

Please see the Concept Site Plan and Concept Building Details sheet for more information.

2. *Describe design goals, site opportunities and constraints, site character, architectural character, and how the project fits within the local context.*

Design goals:

- Meet or exceed minimum net density requirements for the site of 4 units per acre.
- Provide primary gated vehicle access from S Inland Empire Way.
- Provide emergency vehicle access from S. Marshall Road
- Provide vehicle and emergency vehicle access to/from all lease spaces.
- Include interconnected system of sidewalks along roads and pathways in common areas to provide safe pedestrian access to and from all lease spaces, off-street parking spaces, site amenities, and public rights-of-way at S Inland Empire Way and S Marshall Road.
- Preserve existing trees and vegetation where possible in lieu of a 20' perimeter landscape buffer.

Site Character, Opportunities and Constraints:

The neighborhood is isolated from the overall City roadway system by US 195 to the northeast, BNSF railroad Right-of-Way to the east southeast, and steep slopes along with significant surface waters to the west and north. Please see attached Proposed Site and Vicinity Exhibit (Exhibit 'A').

The BNSF Right-of-Way currently provides limited access for Dept. of Natural resources property south of the site via S inland Empire Way. The City sees an opportunity to extend Inland Empire Way to the south and has requested a dedication of 60 feet of frontage from the property to make a connection to the DNR property and avoid the BNSF Right-of-Way; this dedication is shown on the Concept Site Plan.

Approximately one third of the site consists of steep slopes, largely populated with trees and other vegetation. The slopes with vegetation naturally buffer the site from views from the DNR property to the south, from the west along much of the S Marshall Road frontage, and a portion of the RV Village property to the north. We see an opportunity to retain the existing topography and natural vegetation as a natural buffer in these areas.

Approximately two-thirds of the site contains low to moderate slopes suitable for building, some of it treed. Much of that area is littered with wrecked autos and RVs, used for parts salvage. The site is currently accessed via frontage on S Inland Empire Way, where there is an existing pole building shop/garage and an attached mobile home unit/office for the auto salvage business. We see an opportunity to provide affordable housing options for

the Spokane community and improve site aesthetics to be in-line with the existing neighborhood character.

There is a buildable area at the top of the steep slopes and adjacent to S Marshall Road in the northwest corner of the site that is currently inaccessible by automobile via the primary site access at S Inland Empire Way (Context/Site Analysis, Detail 'B'). We see an opportunity to grade in a roadway to access that area from below and provide an additional way for emergency vehicles to gain access to the entire site.

The Fish Lake Trail public right-of-way intersects the public right-of-way of S Marshall Road near the southwest corner of the site (Context/Site Analysis, Detail 'A'). We see an opportunity for community members to access these public rights-of-way as well as the S inland Empire Way public right-of-way via the interconnected system of sidewalks and pathways along with the emergency access grade noted at the west edge of the Concept Site Plan.

Architectural Character:

The proposed buildings have a craftsman architectural character and have asphalt shingle roofs with trim and siding options like fiber cement board, hardwood siding, engineered wood siding, masonry, stone, stucco, or vinyl siding backed with oriented strand board.

Please see the Concept Building Details sheets for more information. While these building

Neighborhood Character:

This isolated neighborhood has an established character which includes an existing mobile home park and a site that rents spaces for RVs/Tiny Homes. Both sites have roadways that deviate from City Design Standards; either they were developed with a narrower pavement section and/or they do not include sidewalks. The RV site includes an attached sidewalk on one side without planter strip or street trees, while the mobile home park includes a narrow private road without sidewalks and few street trees. Please see the attached Neighborhood Character Exhibit (Exhibit 'B')

The proposed project would replace the unsightly and incongruent character of the auto salvage yard with a use and character better suited to its local context.

3. *Note how the proposal addresses issues in the Comprehensive Plan and any other applicable design plans or guidelines; i.e., The Downtown Plan and Design Guidelines.*

The proposal addresses the following City of Spokane Comprehensive Plan elements, goals, and/or policies as follows:

LU1 – Citywide Land Use

Goal: Offer a harmonious blend of opportunities for living, working, recreation, education, shopping, and cultural activities by protecting natural amenities, providing coordinated, efficient, and cost-effective public facilities and utility services, carefully managing both residential and non-residential development and design, and proactively reinforcing downtown Spokane’s role as a vibrant urban center.

- **The project expands single-family living options in the City.**
- **The project preserves natural vegetation in the ample steep slope areas on site.**
- **The project will utilize and improve upon existing public infrastructure.**

LU 1.3 Single-Family Residential Areas

Protect the character of single-family residential neighborhoods by focusing higher intensity land uses in designated Centers and Corridors.

- **The project protects and improves upon the character of this isolated neighborhood by replacing auto salvage activities with a mobile home park that reflects the existing neighborhood aesthetic.**

LU 1.16 Mobile Home Parks

Designate appropriate areas for the preservation of mobile and manufactured home parks.

Discussion: Manufactured and/or mobile home parks provide affordable housing to many city residents. In many cases, they provide the opportunity of home ownership to households which cannot afford to purchase other types of housing. When existing manufactured home parks are redeveloped, many homeowners are unable to move their homes to other sites. Additionally, redeveloped mobile and manufactured home parks are generally not replaced by new parks within the city, resulting in a net loss of this type of housing.

- **The project expands on an important affordable living option within the City that is specifically acknowledged as being gentrified.**

LU2 – Public Realm Enhancement

LU 2.1 Public Realm Features

Encourage features that improve the appearance of development, paying attention to how projects function to encourage social interaction and relate to and enhance the surrounding urban and natural environment.

- **The project envisions newer generation manufactured home units with 2-car garages that appear more like a traditional single-family home than they once did.**
- **The project includes pedestrian connectivity and amenities that encourage social interaction.**

LU3 EFFICIENT LAND USE

Goal: Promote the efficient use of land by the use of incentives, density and mixed-use development in proximity to retail businesses, public services, places of work, and transportation systems.

- **The project meets minimum net density requirements for the Residential Single-Family Zone.**

LU 3.1 Coordinated and Efficient Land Use

Encourage coordinated and efficient growth and development through infrastructure financing and construction programs, tax and regulatory incentives, and by focusing growth in areas where adequate services and facilities exist or can be economically extended.

- **The project will help efficiently expand City infrastructure through dedication of the S Inland Empire Way ROW.**

LU 4.4 Connections

Form a well-connected network which provides safe, direct and convenient access for all users, including pedestrians, bicycles, and automobiles, through site design for new development and redevelopment.

- **The project includes a reserved area for potential dedication and expansion of the S Inland Empire Way ROW.**

LU 5 DEVELOPMENT CHARACTER

Goal: Promote development in a manner that is attractive, complementary, and compatible with other land uses.

- **The proposed project replaces an unsightly auto parts salvage yard with development that compliments the neighborhood character.**

LU 5.4 Natural Features and Habitat Protection

Ensure development is accomplished in a manner that protects significant natural features and wildlife habitat.

- **The proposed project retains steep slope, naturally treed areas in lieu of a built landscape buffer wherever possible.**

H 1 HOUSING CHOICE AND DIVERSITY

Goal: Provide opportunities for a variety of housing types that is safe and affordable for all income levels to meet the diverse housing needs of current and future residents.

- **The project represents an important affordable senior housing opportunity that increases housing diversity in the City of Spokane.**

4. *Describe any departures from design standards and note how the proposed alternatives are equal to or better than standard*

The only known variance from design standards proposed is the roadway section – see the Concept Site Plan. The section includes reduced roadway and ROW widths; the section has a sidewalk separated by a pedestrian buffer on one side of the road and a pathway in lieu of sidewalk and pedestrian buffer on the opposite side. This variance has been addressed with the City Engineering Department, who is anticipated to approve the variance after the Concept Site Plan and proposed roadway section was updated per City comments.

5. *Description of Design Evolution. Describe what design alternatives have been explored, why choices have been made, and any limiting factors. This description can be written and/or graphic.*

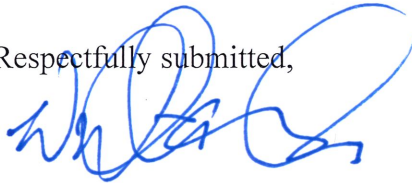
The design was initially proposed with the clubhouse area, 163 mobile home lease spaces, and roadways in the same general configuration to meet design

goals and take advantage of site opportunities. The roadways proposed were drawn narrower than they are now with an attached sidewalk on one side and did not include street trees, considered the industry standard with an intention to restrict on-street parking throughout the project. There was some pedestrian connectivity across blocks and the Inland Empire road frontage included more lease spaces than are currently shown.

City Pre-Development comments included concerns that each lease space did not have immediate access to a sidewalk and that sidewalks along roadways needed a pedestrian buffer. The Plan was updated to include the current, wider road section along with a more robust alternative pathway system that provides pedestrian access to/from all the lease spaces, amenities, and public rights-of-way.

The Plan has also evolved to include a 60-foot-wide reserved area for the potential extension of S Inland Empire Way. This has reduced the number of lease spaces the Site will accommodate to approximately 157, and still exceeds the minimum net density requirement of 4 units per acre.

Respectfully submitted,



William Sinclair, P.L.A.
Storhaug Engineering

CC: William Nascimento, Laguna Canyon Group, LLC, File

Proposed Site and Vicinity

Current Site Conditions

Google Aerial Retrieved 03.04.2020

EXHIBIT 'A'

FISH LAKE TRAIL

MARSHALL ROAD

STEEP SLOPES

PROPOSED SITE

SURFACE WATERS

MANUFACTURED HOME PARK

RV PARK

NEIGHBORHOOD ACCESS TO US 195

INLAND EMPIRE WAY

195

US 195

BNSF

CHENEY-SPOKANE EXIT

500 ft

Google Earth

© 2020 Google



Neighborhood Character

North of proposed project

EXHIBIT 'B'

- MANUFACTURED HOME PARK**
- APPROX. 24' PAVEMENT
 - NO SIDEWALK
 - NO PLANTER STRIP

- SPRING CREEK LANE**
- APPROX. 24'
 - NO SIDEWALKS

- RV PARK**
- APPROX. 28' PAVEMENT
 - SIDEWALK ON 1 SIDE
 - NO PLANTER STRIP

NEIGHBORHOOD ACCESS TO
US 195

INLAND EMPIRE WAY TO
SITE

CONTEXT/SITE ANALYSIS

LATAH GLEN RESIDENTIAL COMMUNITY

A PORTION OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER
AND THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER,
SECTION 36, TOWNSHIP 25 NORTH, RANGE 43 EAST, W.M., SPOKANE, WASHINGTON



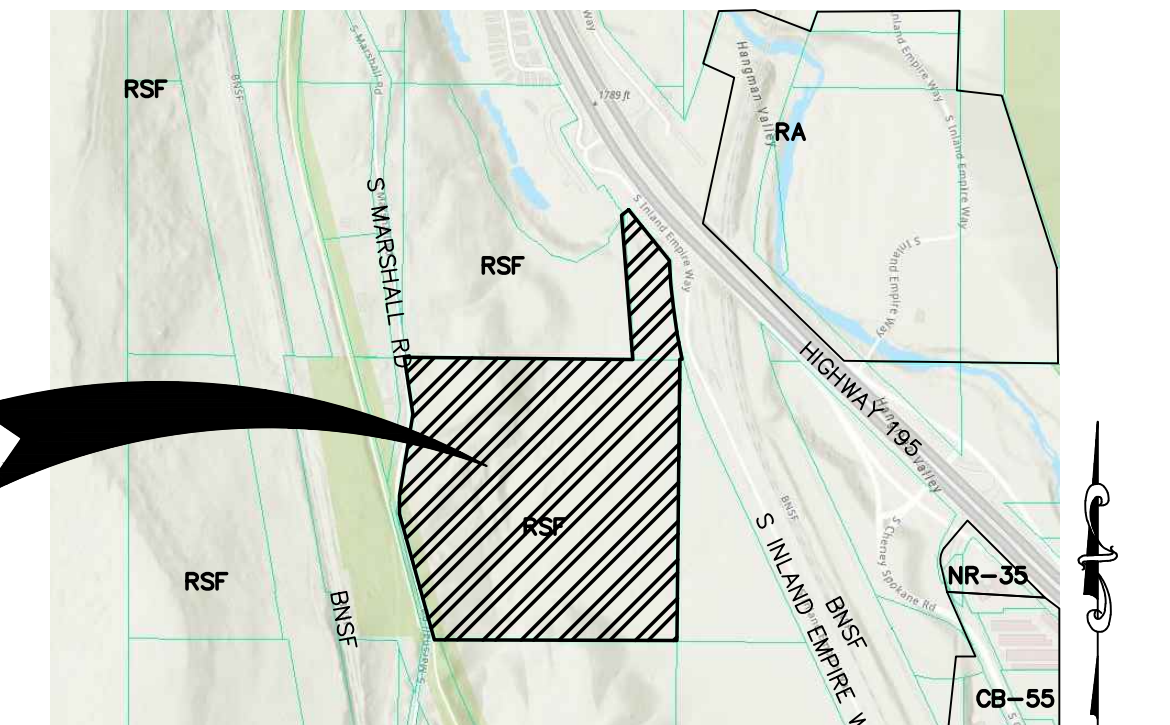
NOTES:

1. TOPOGRAPHICAL AND BOUNDARY INFORMATION SHOWN WAS OBTAINED FROM SPOKANE COUNTY PUBLIC INFORMATION AND DOES NOT REPRESENT ACTUAL SURVEY INFORMATION.
2. TOPOGRAPHICAL AND BOUNDARY INFORMATION SHOWN IS FOR CONCEPTUAL SITE PLANNING AND REVIEW ONLY.

LEGEND

- PROPOSED MANUFACTURED HOME PARK/PUD BOUNDARY
- EXISTING PROPERTY LINE
- MAJOR CONTOUR (10' C.I.)
- MINOR CONTOUR (2' C.I.)
- SLOPE DIRECTION AND GRADIENT
- EXISTING GRAVEL ROAD
- EXISTING ASPHALT ROAD
- VIEW DETAIL CALLOUT
- VIEW DETAIL NO.
- VIEW DIRECTION/ARC

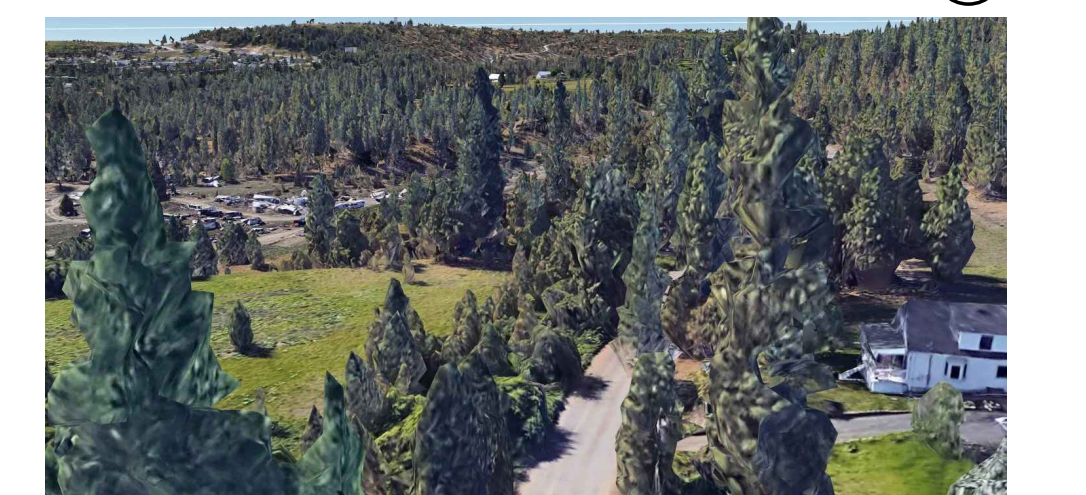
PROJECT AREA



VICINITY MAP
NTS



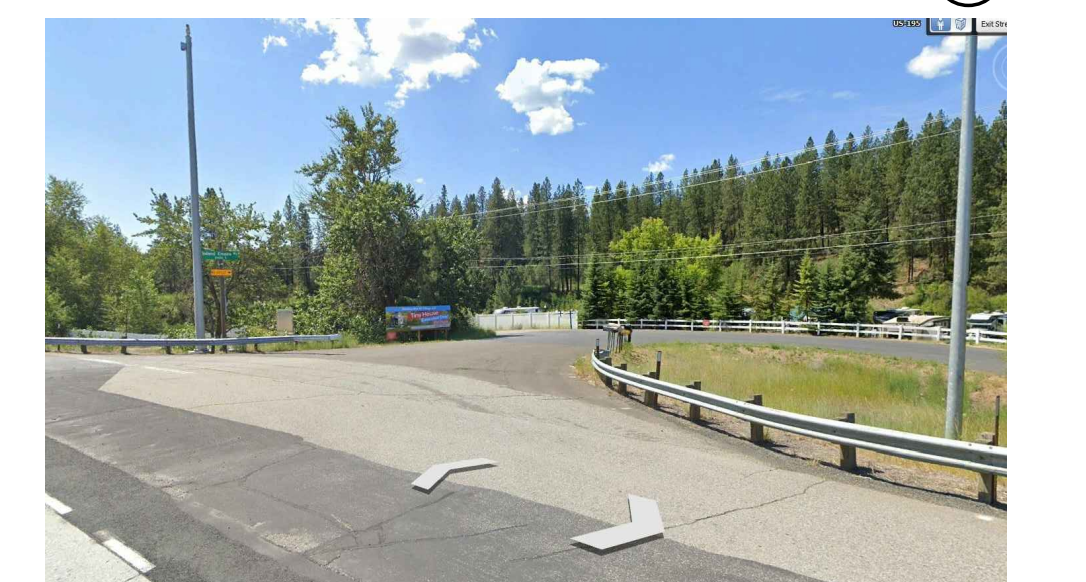
SOUTHWEST SITE FRONTAGE FROM MARSHALL ROAD



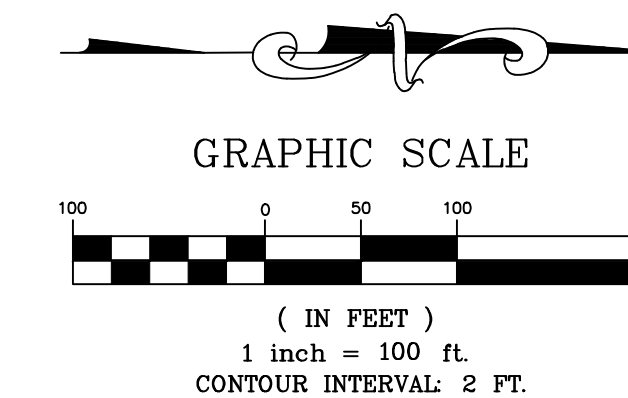
NORTHWEST SITE FRONTAGE FROM MARSHALL ROAD



SITE FRONTAGE FROM US 195 AT PRIMARY ACCESS



US 195 AT INLAND EMPIRE WAY



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DATE 07/15/2020	SCALE 1" = 100'
FIELD BOOK N/A	DRAWN JEW
PROJECT NUMBER 19-342	DRAWING NO. 1 OF 4

CONCEPT SITE PLAN

LATAH GLEN RESIDENTIAL COMMUNITY

A PORTION OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER
AND THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER,
SECTION 36, TOWNSHIP 25 NORTH, RANGE 43 EAST, W.M., SPOKANE, WASHINGTON

LEGEND

- PROPOSED PLAT/PUD BOUNDARY
- PROPOSED RIGHT OF WAY
- PROPOSED LEASE LINE
- BUILDING SETBACK
- PROPOSED ASPHALT ROADWAY
- PROPOSED CONCRETE SIDEWALK
- OPEN SPACE AREAS
- REQUIRED LANDSCAPE BUFFER
- PROPOSED STREET LIGHT

DATA TABLE

PARCEL NUMBERS
EXISTING STRUCTURES/USES

ZONING

SANITARY SEWER
WATER PURVEYOR
PROPOSED USE

BUILDING SETBACKS:

BOUNDARY OF PARK SETBACK
FRONT YARD SETBACK
SIDE YARD SETBACK

NUMBER OF PROPOSED UNITS
TOTAL AREA

NET AREA
PRIVATE ROAD AREA

OPEN SPACE & LANDSCAPED AREAS
NET DENSITY

NATURAL FEATURES

25364.0001 & 25361.0004
POLE BUILDING WITH ATTACHED MOBILE HOME TO BE
REMOVED/AUTO SALVAGE YARD
RESIDENTIAL SINGLE FAMILY
CITY OF SPOKANE
CITY OF SPOKANE
MANUFACTURED HOME PARK

20' MINIMUM
10' MINIMUM
10' MINIMUM FROM ANY OTHER HOME
157 UNITS
42.03 ACRES
34.99 ACRES
7.04 ACRES
14.92 ACRES
4.49 UNITS/ACRE
STEEP SLOPES WITH TREES AND OTHER VEGETATION

DEVELOPER

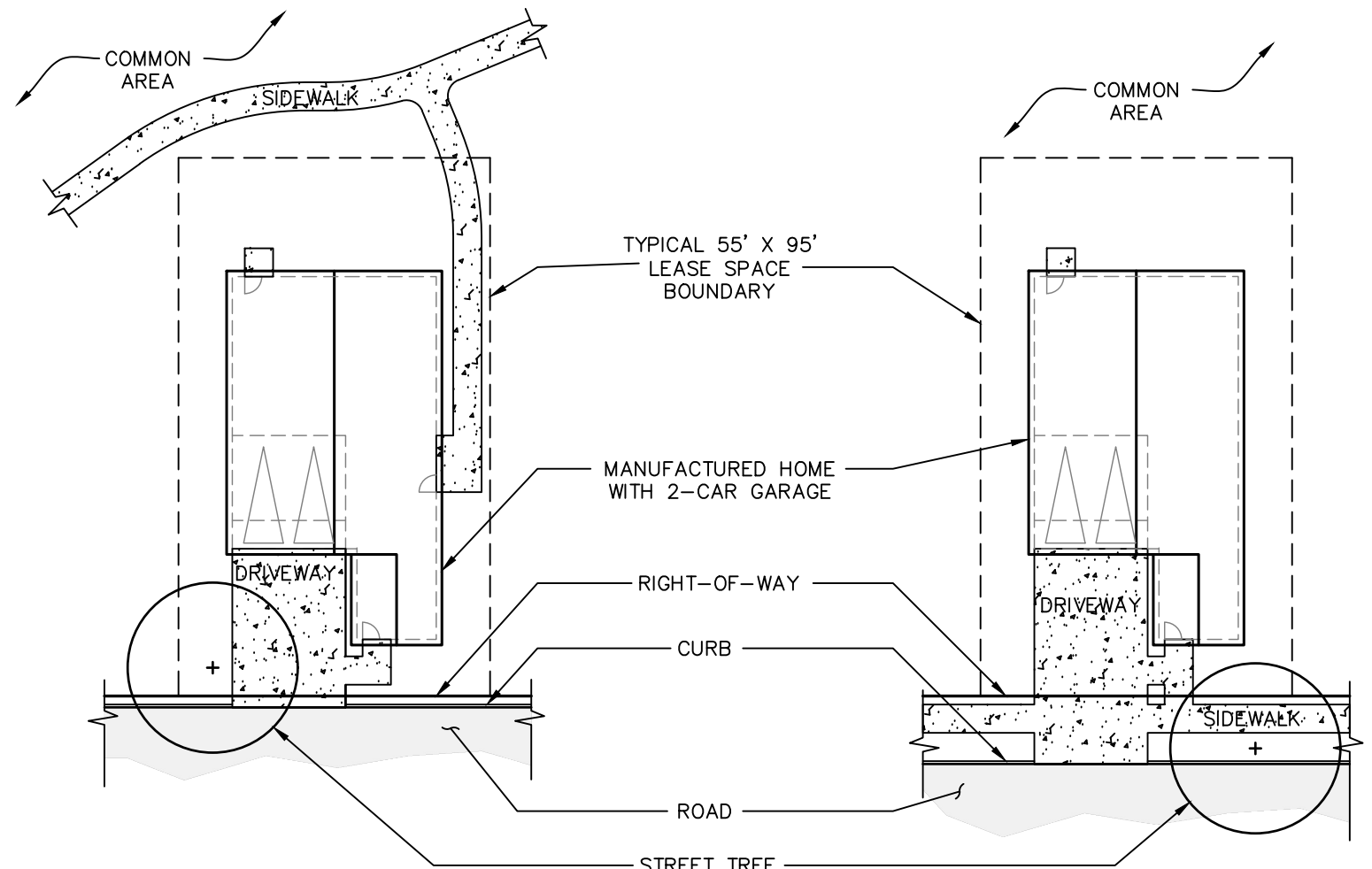
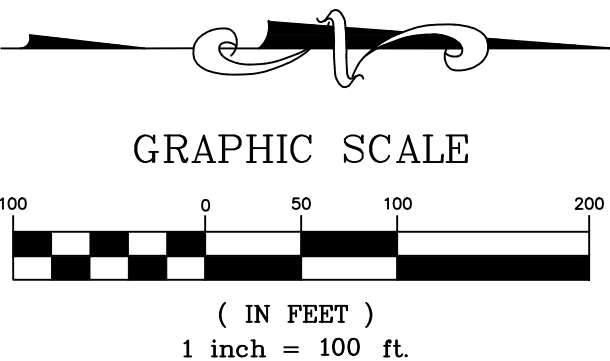
LAGUNA CANYON GROUP, LLC
10 SYCAMORE CANYON DR
DOVE CANYON, CALIFORNIA 92679
(949) 357-9015

OWNER

BETTIE SIMMONS
3504 S INLAND EMPIRE WAY
SPOKANE, WASHINGTON 99224

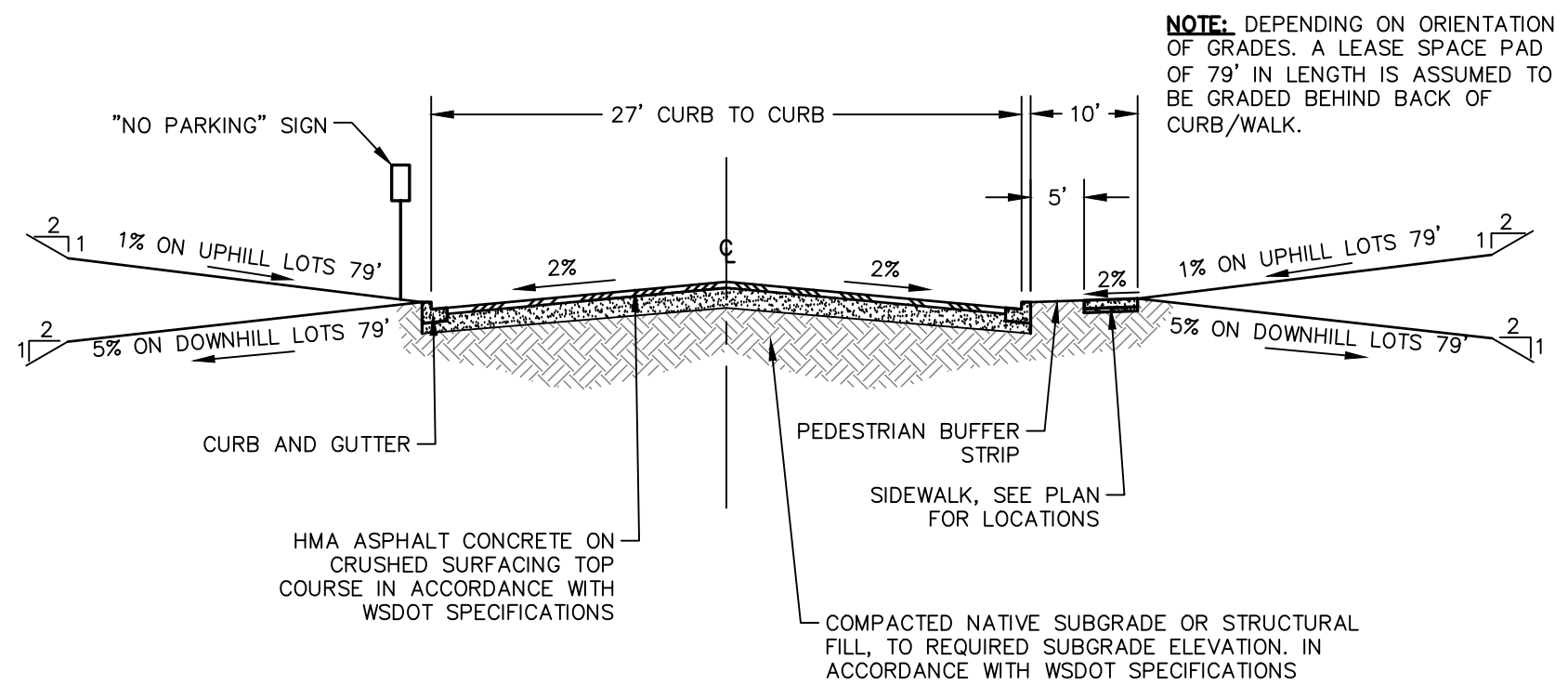
AGENT

STORHAUG ENGINEERING
510 EAST THIRD AVENUE
SPOKANE, WASHINGTON 99202
(509) 242-1000



TYPICAL LEASE SPACE
SIDEWALK IN COMMON AREA

TYPICAL LEASE SPACE
SIDEWALK AT ROAD



TYPICAL PRIVATE ROAD SECTION



CONCEPT IDENTITY SIGN CHARACTER

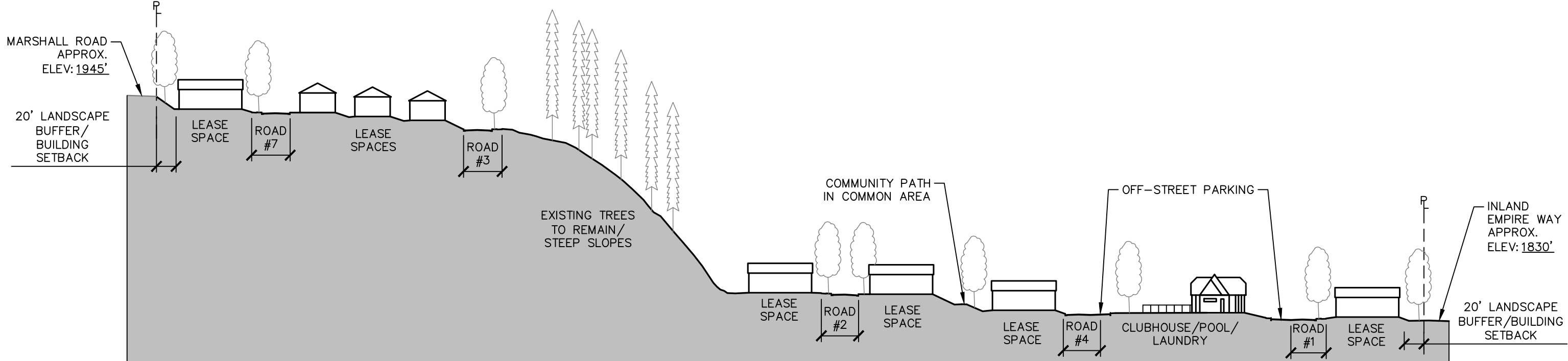


CONCEPT ENTRY GATE CHARACTER

SIGN NOTES:
AREA = 15' 5" MAX.
HEIGHT = 20' MAX.

ENTRY GATE NOTES:
EQUIPPED WITH KNOX
BOX FOR EMERGENCY
VEHICLE ACCESS.

HORIZONTAL SCALE: 1" = 100'
VERTICAL SCALE: 1" = 50'



A1 - A2 SECTION/ELEVATION

19-342 SITE PLAN EXHIBIT.dwg SITE PLAN

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DATE	07/15/2020	SCALE	1" = 100'
FIELD BOOK	N/A	DRAWN	JEV
PROJECT NUMBER	19-342	DRAWING NO.	2 OF 4

CONCEPT BUILDING DETAILS

LATAH GLEN RESIDENTIAL COMMUNITY

A PORTION OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER
AND THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER,
SECTION 36, TOWNSHIP 25 NORTH, RANGE 43 EAST, W.M., SPOKANE, WASHINGTON



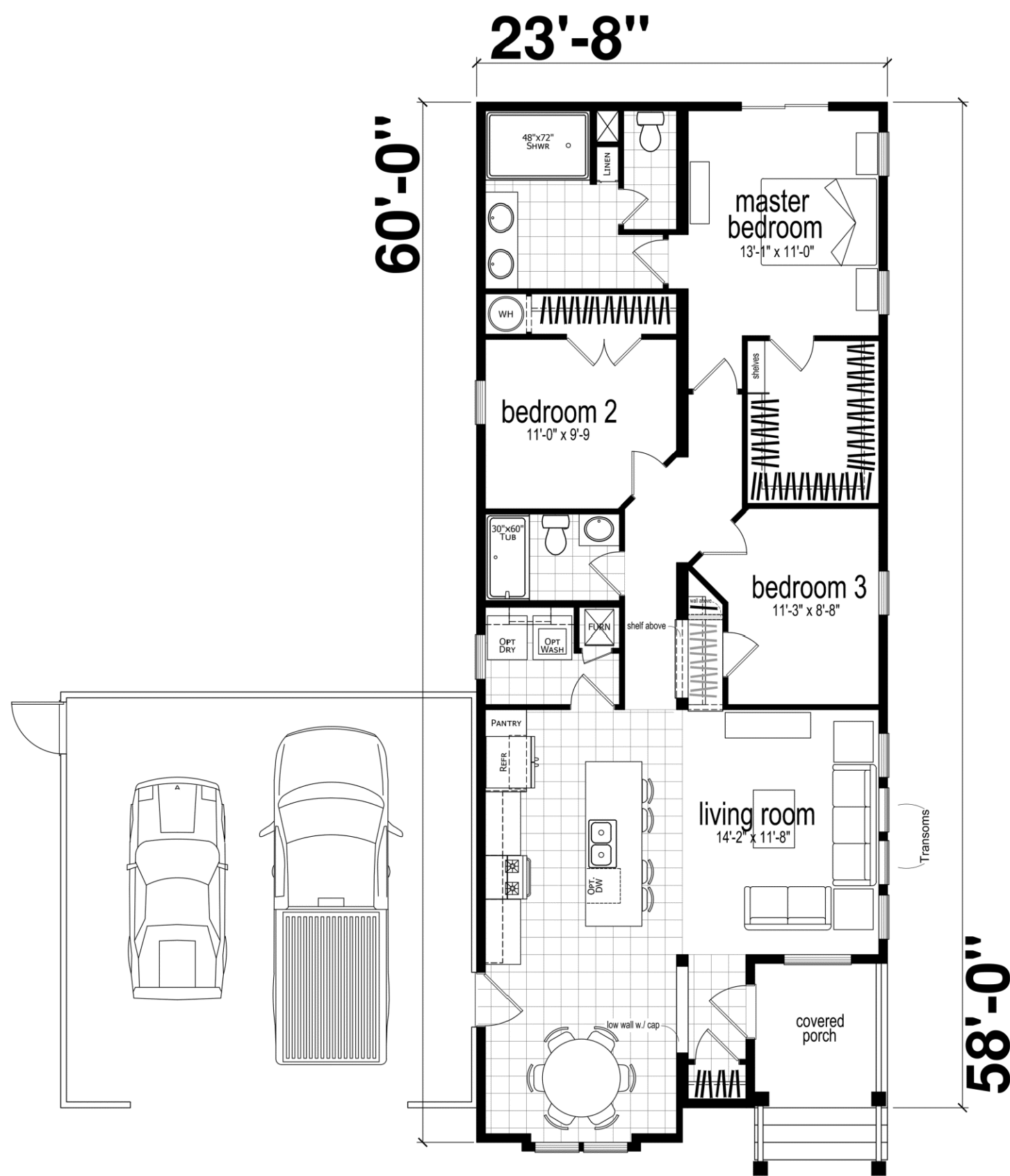
CONCEPT UNIT 'A' - CHARACTER



CONCEPT UNIT 'B' - CHARACTER



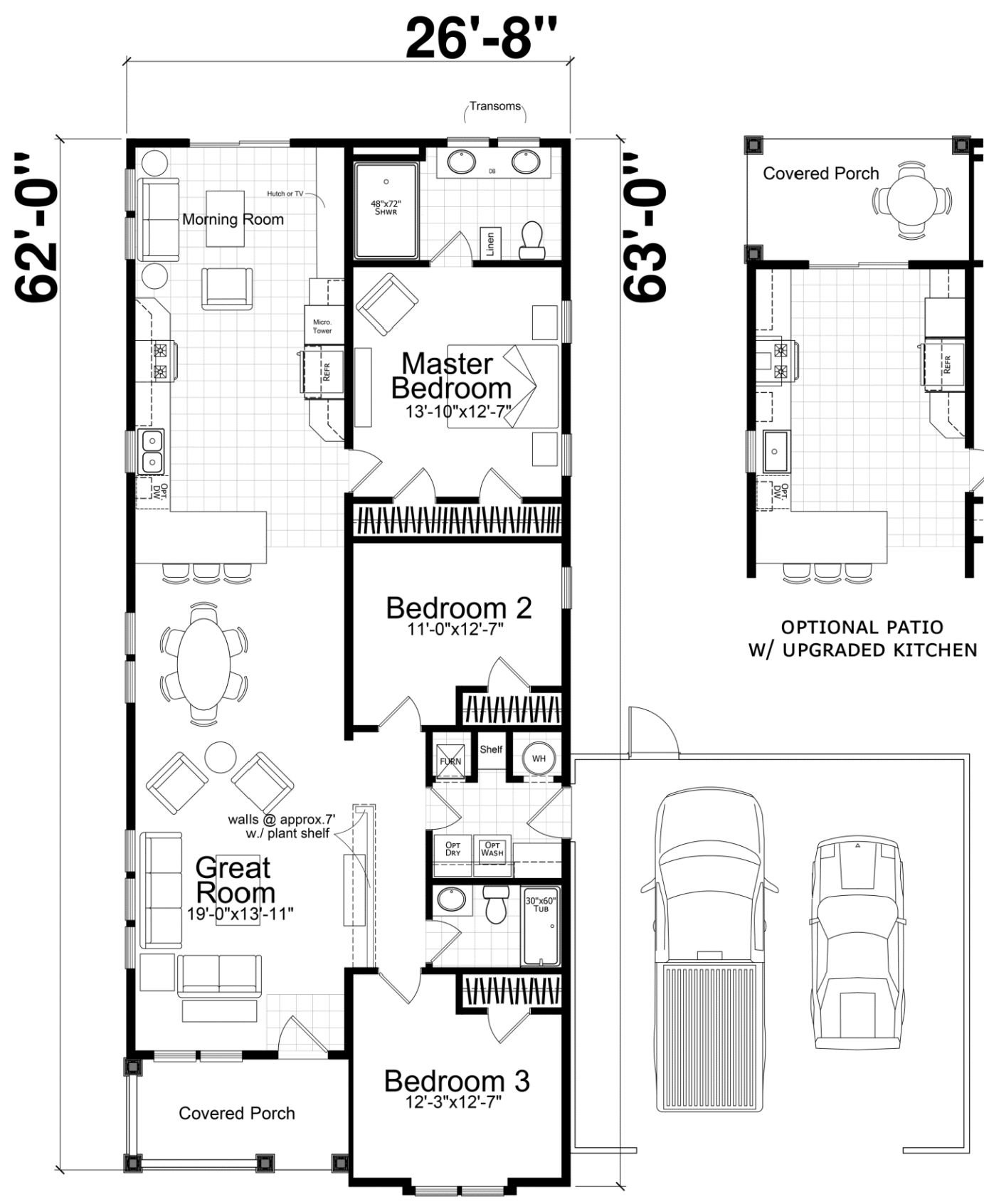
CONCEPT UNIT 'C' - CHARACTER



SHOWN W/ STANDARD ATTACHED GARAGE CONSTRUCTED BY OTHERS

CONCEPT UNIT 'A' - PLAN

CONCEPT UNIT 'A' - 1,336 SF

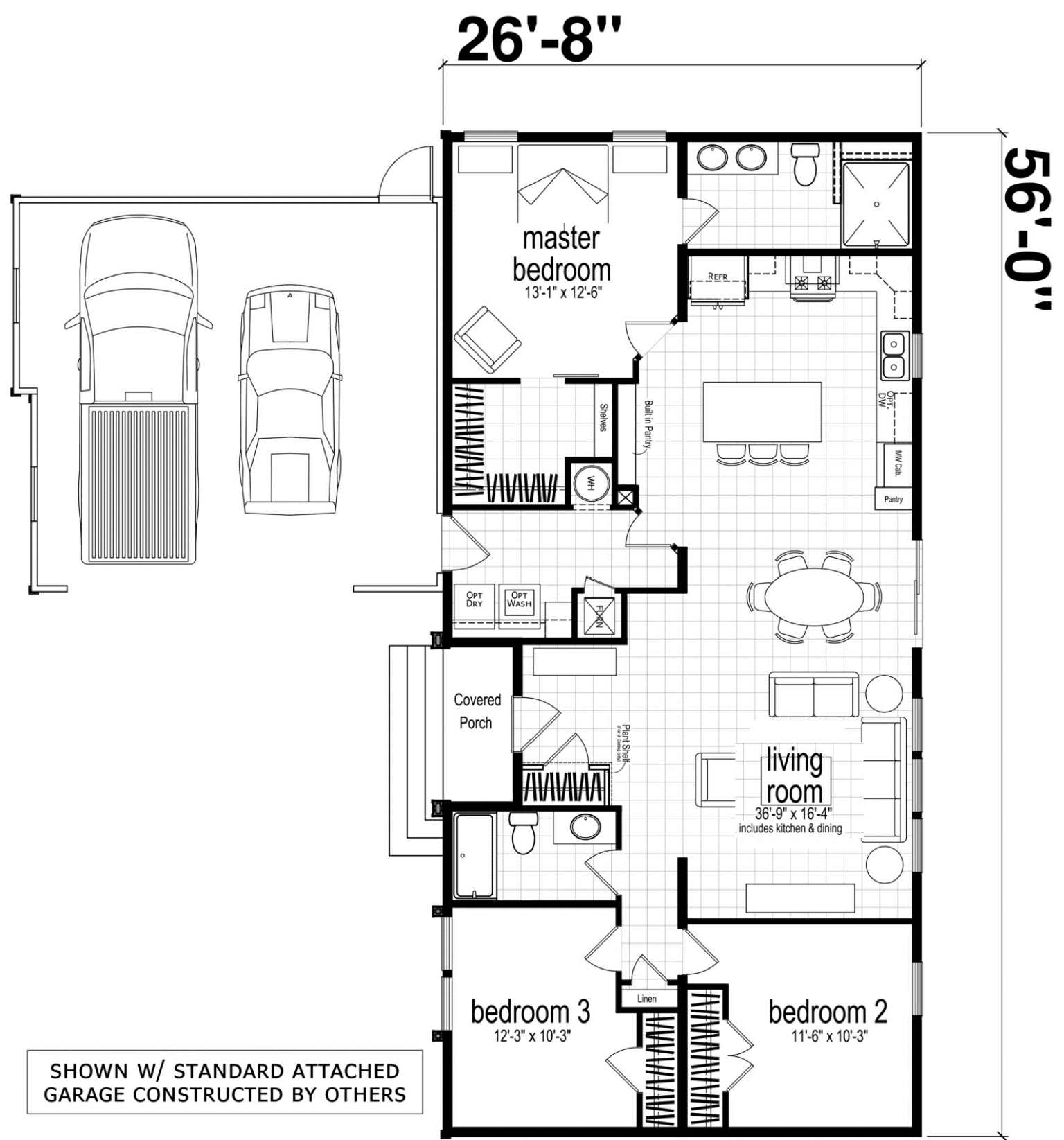


STANDARD: SHOWN W/ COVERED FRONT PORCH EXCEEDING 72 SQ. FT.

OPTION A: SHOWN W/ OPTIONAL ATTACHED SIDE GARAGE CONSTRUCTED BY OTHERS

CONCEPT UNIT 'B' - PLAN

CONCEPT UNIT 'B' - 1,580 SF



SHOWN W/ STANDARD ATTACHED GARAGE CONSTRUCTED BY OTHERS

CONCEPT UNIT 'C' - PLAN

CONCEPT UNIT 'C' - 1,459 SF

NOTE:
1. MANUFACTURED HOME UNITS SHOWN REPRESENT THE DEVELOPMENT VISION. ACTUAL UNITS MAY VARY.
2. GARAGE PLACEMENT WILL ACCOMMODATE OFF-STREET PARKING ON DRIVEWAY.



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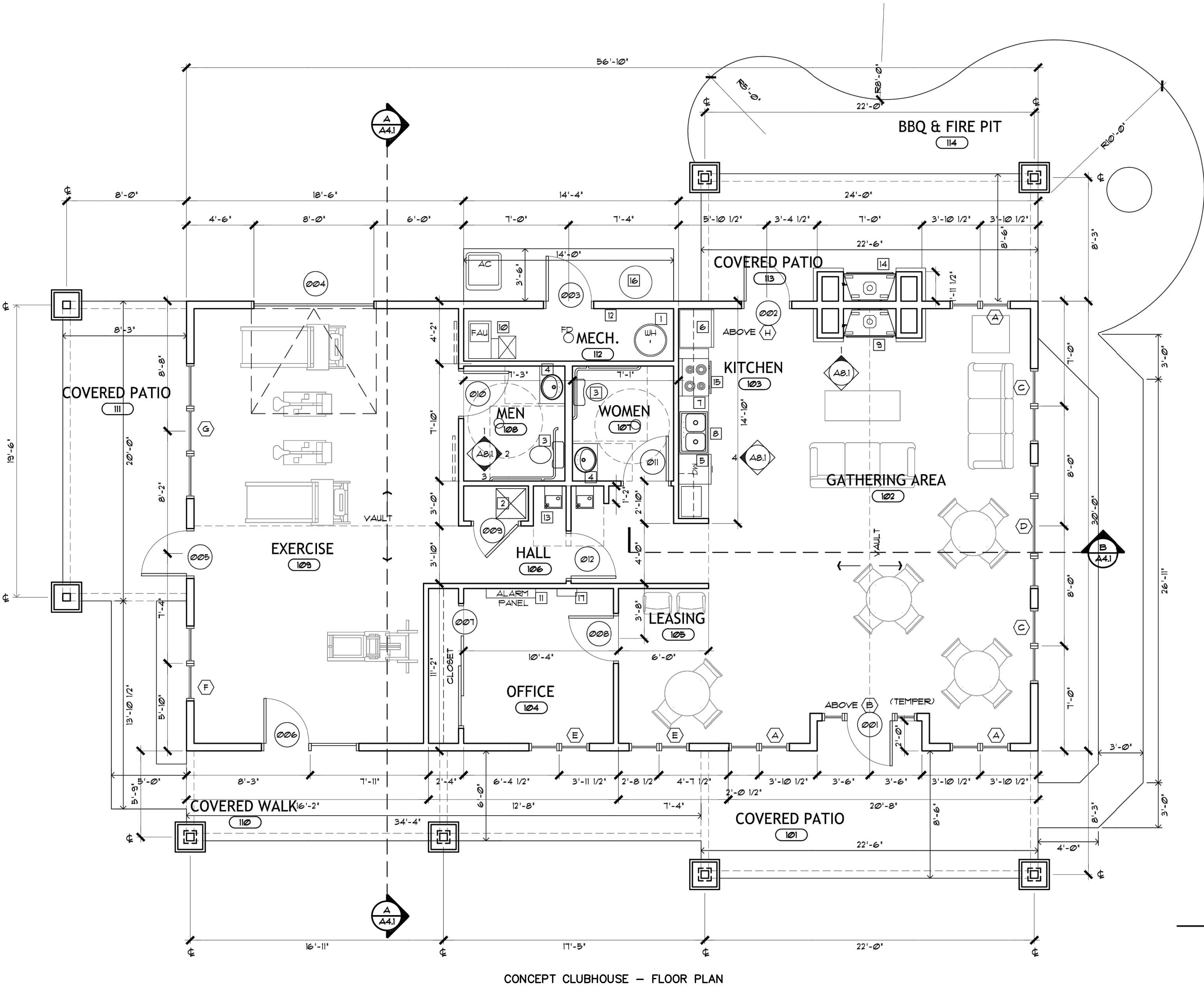
510 east third avenue | spokane, wa | 99202
p 509.242.1000 | f 509.242.1001

DATE 07/15/2020	SCALE N/A
FIELD BOOK N/A	DRAWN JEW
PROJECT NUMBER 19-342	DRAWING NO. 3 OF 4

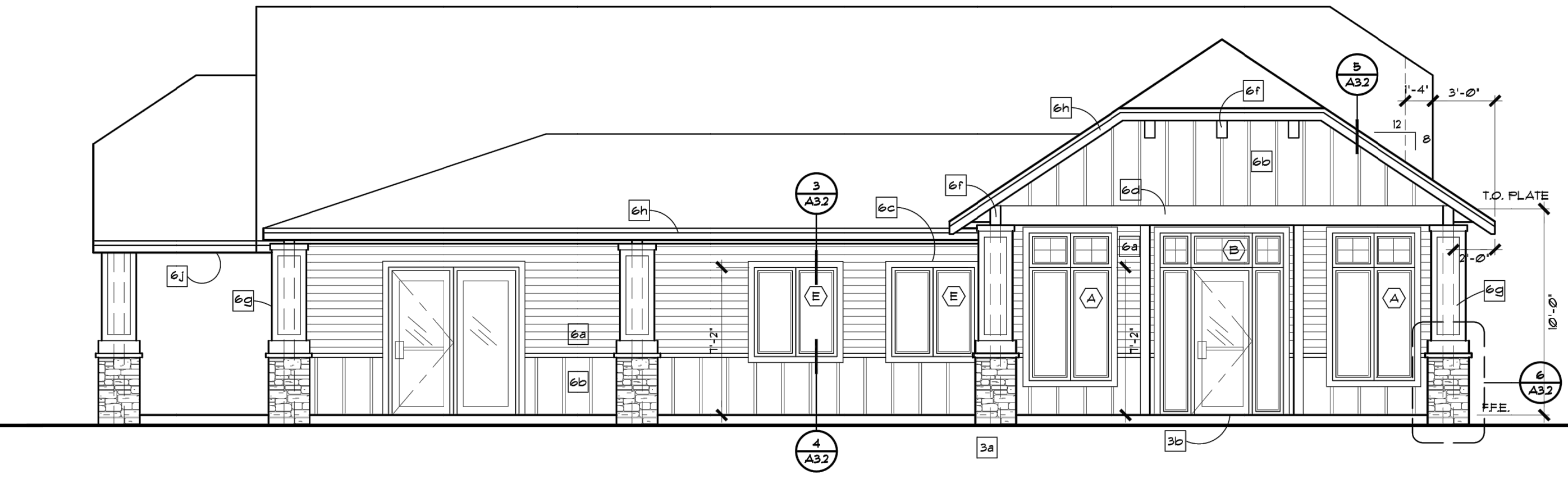
CONCEPT BUILDING DETAILS

LATAH GLEN RESIDENTIAL COMMUNITY

A PORTION OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER
AND THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER,
SECTION 36, TOWNSHIP 25 NORTH, RANGE 43 EAST, W.M., SPOKANE, WASHINGTON



CONCEPT CLUBHOUSE – FLOOR PLAN



Design Review Board - Meeting Minutes Draft

July 22, 2020

Online via WebEx

Meeting called to order at 5:34 PM by Kathy Lang

Attendance:

- *Board Members Present:* Drew Kleman, Chad Schmidt, Kathy Lang (Chair & CA Liaison), Ted Teske, Chuck Horgan (Arts Commission Liaison), Mark Brower (Vice-Chair), Grant Keller
- *Board Members Not Present:* Anne Hanenburg
- *Quorum Present:* Yes
- *Staff Members Present:* Dean Gunderson, Taylor Berberich, Stephanie Bishop

Kathy Lang moved for the suspension of certain meeting rules due to the COVID-19 teleconference; Chuck Horgan seconded. Motion Carried. (7-0)

Changes to Agenda:

- None

Workshops:

- U-Haul of East Town - Recommendation Meeting
- Staff Report: Taylor Berberich
- Applicant Presentation: Matthew Schaub
- Kathy Lang closed public comment
- Questions asked and answered
- Discussion ensued

Based on review of the materials submitted by the applicant and discussion during the July 22, 2020 Recommendation Meeting the Design Review Board recommends the approval of the project subject to the following conditions:

Site

1. The Applicant is encouraged to replace the trees that were removed along Sprague Avenue to provide relief and screening of the parking lot, while also mitigating the heat island affect generated from expansive areas of asphalt.

Please see the following Mini-Storage Design Considerations: 17C.350.040.C. Landscaping and Screening.

Please see the following Mini-Storage Design Guidelines: A.1 General Site Design and Context, C.1 General Landscape Design, C.2 Building and Site Enhancement, and C.3 Screening and Separation.

Please see the following Comprehensive Plan Goals and Policies: LU 5.1 Built and Natural Environment, DP 1.2 New Development in Established Neighborhoods, DP 2.6 Building and Site Design, and DP 2.15 Urban Trees and Landscape Areas.

2. In the interest of public safety, the Applicant is encouraged to reduce the number of Vanderwolfe pine, and to relocate them near the masonry wall rather than along the Pacific Avenue street frontage.

Please see the following Mini-Storage Design Considerations: 17C.350.040.C. Landscaping and Screening.

Please see the following Mini-Storage Design Guidelines: A.1 General Site Design and Context, C.1 General Landscape Design, C.2 Building and Site Enhancement, and C.3 Screening and Separation.

Please see the following Comprehensive Plan Goals and Policies: LU 5.1 Built and Natural Environment, DP 1.2 New Development in Established Neighborhoods, DP 2.6 Building and Site Design, and DP 2.15 Urban Trees and Landscape Areas.

Building

3. The Applicant shall explore the installation of non-commercial architectural graphics that are indicative of Spokane County and Inland Northwest region. The Design Review Board does not view these potential architectural graphics as signage subject to the sign code, but as a form of public art.

Please see the following Mini-Storage Design Considerations: 17C.350.040.A.2 Colors, 17C.350.040.A.3 Exterior Vertical Surfaces, and 17C.350.040.A.4 Unique Architectural Features.

Please see the following Mini-Storage Design Guidelines: B.1 General Design, Entries and Streetscape, and B.2 Building Proportions, Size & Scale.

Please see the following Comprehensive Plan Goals and Policies: DP 1.2 New Development in Established Neighborhoods, and DP 2.6 Building and Site Design.

Chuck Horgan moved to approve the recommendations as written; Ted Teske seconded. Motion carried unanimously. (7-0)

Board Business:

- **Approval of Minutes:** Minutes from the July 8, 2020 meeting approved unanimously.

Old Business:

- The Street Standards Ad Hoc Committee's recommendations were passed on to Inga Note.

New Business:

- None

Chair Report -

- None

Secretary Report - Dean Gunderson

- The August 12th meeting will be a collaborative workshop for the Latah Glen Manufactured Home PUD, south of Vinegar Flats on the west side of Hwy 195.
- Other upcoming projects:
 - The Brownstone Apartments at 3rd/Browne are working toward administrative review for some first-floor renovations.
 - The architecture firm for Northeast Middle School is working on their application packet and hope to have it submitted soon.
 - Riverside Commons at the NW corner of Browne/Riverside, which has already come in for a collaborative workshop, was sold to another developer. They are reconfiguring the site.
 - The architecture firm for the Radio Park Development (KXLY Phase 2) is working on their Recommendation Meeting submission and hope to have it submitted soon.

Meeting Adjourned at 6:34 PM

Next Design Review Board Meeting scheduled for Wednesday, August 12, 2020