Spokane Design Review Board

Wednesday, March 13, 2024
5:30-7:00 PM
Tribal Conference Room
Hybrid Meeting – Teleconference and In-person

TIMES GIVEN ARE AN ESTIMATE AND ARE SUBJECT TO CHANGE

Board Briefing Session:

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

Workshop:

5:40 – 6:45	4) Spokane County Operations Complex – Collaborative Workshop • Staff Report Presentation • Applicant Presentation • Public Comments • Board Discussion	Dean Gunderson

Board Business:

6:45 – 7:00	5) Approve Minutes from January 17, 2024 6) Old Business 7) New Business 8) Chair Report 9) Secretary Report 10) Other 11) Adjourn	Chair Chair Dean Gunderson

The next Design Review Board meeting is scheduled for Wednesday, March 27, 2024**.**

The password for City of Spokane Guest Wireless access has been changed:
Username: COS Guest
Password: K8vCr44y

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The

Tribal Conference Room in the first-floor lobby of City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible. Individuals requesting reasonable accommodations or further information may call, write, or email Risk Management at 509.625.6221, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or mlowmaster@spokanecity.org. Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

The Design Review Board meeting will be held in a hybrid format

Participants are able to join the meeting in-person in the Tribal Conference Room (City Hall, First Floor Lobby), or join the meeting on-line using the following information:

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

Join Meeting

Microsoft Teams meeting

Join on your computer, mobile app or room device
Click here to join the meeting
Meeting ID: 233 982 494 251
Passcode: BJ9rBC
Download Teams | Join on the web
Join with a video conferencing device
cityofspokane@m.webex.com
Video Conference ID: 111 363 682 6
Alternate VTC instructions
Or call in (audio only)
+1 323-618-1887,,872398035# United States, Los Angeles
Phone Conference ID: 872 398 035#
Find a local number | Reset PIN
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While the meeting begins at 5:30pm, you can join as early as 5:15pm on the date of the meeting.

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

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

  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.

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.

Design Review Board – Meeting Minutes

January 17, 2024
Hybrid City Hall Tribal Room/Teams
Meeting called to order at 5:30 PM by Mark Brower

Attendance:

- *Board Members Present:* Mark Brower (Chair), Chuck Horgan (Vice-Chair & Arts Commission Liaison), Chad Schmidt, Ryan Brodwater, Grant Keller, Drew Kleman
- *Board Members Not Present: Bob Scarfo*
- *Quorum Present:* Yes
- *Staff Members Present:* Dean Gunderson, Ryan Benzie, Tim Thompson

Changes to Agenda:

- None

Workshop:

1. **Recommendation Workshop for The Falls Tower**
   - Staff Report: Dean Gunderson
   - Applicant Presentation: John Eckert, Pat Logan, Owen Turnbull, Mark Woerman (CollinsWoerman) & Wes Southwick (LB Stone Properties)
   - Questions asked and answered
   - Public comments were solicited, public comment period was closed
   - Discussion ensued

Chuck Horgan made a motion to approve the recommendations as read, Ryan Brodwater seconded. Motion passed unanimously.

Board Business:

Approval of Minutes: Drew Kleman made a motion to approve the minutes from the October 25, 2023 meeting approved; Chad Schmidt seconded. Motion passed unanimously.

Vice Chair Election:

- Drew Kleman elected unanimously as Vice Chair of the Design Review Board.

Old Business:

- None

New Business:

- None

Chair Report – Mark Brower

- None

Secretary Report – Dean Gunderson

- Dean reported that there is an uptick in interest in Design Review. The majority of project applications are small and subject to administrative review. Dean provided a summary of recent applications that have been received.
- Dean provided an update on the status of stock house plans.

Meeting Adjourned at 7:45 PM

Next Design Review Board Meeting scheduled for Wednesday, February 14, 2024

Spokane County Operations Campus

1 - Program Review/Collaborative Workshop

Design Review Staff Report March 8, 2024

Staff:
Dean Gunderson
Senior Urban Designer
Taylor Berberich
Urban Designer
Planning and Economic Development
808 W. Spokane Falls Blvd.
Spokane, WA 99201

Applicants:
Owner:
Spokane County / Public Works
1026 W Broadway
Spokane, WA 99260

Agent:
Integrus Architecture
10 S Ceder Street
Spokane, WA 99201
Attn: Brian Piippo

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When a Design Review application is received, city staff evaluate the project for compliance with all applicable regulatory documents. Should staff see a potential concern that falls within the purview of the Design Review Board, staff then present the Design Review Board with Topics for Consideration. The purpose of these discussion points is to call attention to potential concerns and should not be viewed as required changes to the project.

Project Description

Please see applicant's submittal information for a detailed project explanation. In summary, the applicant is proposing redeveloping two County-owned parcels and building various improvements. This development will include the demolition of all structures on the parcels, including the removal of one modular office structure that is partially located on one of the parcels. The scope of the new work will include two new buildings (a 16,000 square foot office building and an 11,500 square foot storage building) and new surface lot improvements (including various employee parking, work vehicle storage parking, and several outdoor storage areas). The streetscape frontages along both Walnut and Cedar Streets will also be reconstructed.

Location & Context

The Subject Site is composed of two County-owned parcels, a 1.05 acre parcel addressed 1303 N Cedar Street (parcel number 25131.2409) and a 1.65 acre parcel addressed 1323 N Cedar Street (parcel number 25131.2428). The Subject Site is bounded by a stub of N Walnut Street (to the west), W Sharp Avenue (to the south), and N Cedar Street (to the east). Both parcels share property boundaries with several other County-owned parcels (to the west and north).

The Subject Site is located within the Light Industrial zone and shares no adjacencies to either residential or commercial zones. This Light Industrial zone is the closest located industrial zone to the City of Spokane's downtown, and as such supports a number of industries and agency operations most closely affiliated with Downtown-related functions. This includes the Spokane Transit Authority's bus barn and maintenance structures – one of which is located immediately across N Cedar Street from the Subject Site. Spokane County also operates a number of operations in the vicinity.

The local context does contain some existing single- and multi-family uses located along W Sharpe Avenue west of the Subject Site, these are nonconforming conditions in the Light Industrial zone. To the west & northwest of the northernmost parcel of the Site, are two County-owned parcel supporting various street maintenance vehicles – a use that will continue to operate as an extension of the Subject Site's operations after redevelopment and will have at-grade, un-fenced access to the Site. To the north of the northernmost parcel of the Site, are two existing County-owned parcels, which will not have access to the Site.

The Subject Site is located in the West Central Neighborhood. As far back as the 1986 West Central Neighborhood Plan, this area was identified as a Mixed-Use/Office/Light Industrial enclave and was zoned for Light Industrial uses. This use's history dates back to the presence of the former Seattle Lake Shore & Eastern Rail Road, whose rail tracks ran east/west along the Subject Site's northernmost boundary. These tracks were laid within the former Sinto Avenue right-of-way, which was vacated in 1992. Other than specific reference to a need to contain adverse impacts to the areas surrounding this industrial area, through the provision of perimeter screening and minimizing traffic impacts by limiting auto access/egress, there are few references to this area. In the 38-year-old Neighborhood Plan, there was a design concept that explored the option of a bicycle/pedestrian "greenbelt" along the former railroad tracks – but this design concept has not been pursued by the neighborhood or the city.

There are no local or national Historic Districts within a 5-minute walk of the Subject Site. There are five historic resources located with the 5-minute walk, though these are at the perimeter of the pedestrian shed – south of Boone Avenue, fronting Monroe Street, west of Ash Street, and along Mission Avenue.

Cedar Street supports an important designated north/south Bike Friendly Route connecting the residential neighborhood north of the Subject Site, extending from Northwest Boulevard south to the Centennial Trail. The next closest bike routes are located 2-3 blocks to the west (along the Maple/Ash couplet) and 5-6 blocks to the east (along Lincoln/Post).

The closest mass transit accommodations are located along Boone Avenue (one block to the south), Maple Street (one block to the west), and Maxwell Avenue (one block to the north). The STA routes on the thoroughfares are the inbound & outbound Route 22 (NW Boulevard), Route 23 (Maple/Ash), and Route 36 (North Central). All; these routes operate on staggard 30-minute head times. From the Subject Site, STA bus stops are located 1 block northwest (SEC of Maple & Maxwell), 1 block southwest

(intersection of Booke & Maple), and 1-1/2 blocks southeast (on Boone past the intersection of Boone & Adams).

The most recent contextual addition near the Subject Site was the construction of the STA maintenance facility located across Cedar Street. This project was reviewed by Design Review in 2017, and due to the preponderance of driveway curb cuts and overhead doors facing Cedar that project was obligated to address certain design standards (which the project, due to its Light Industrial zoning, would normally have been exempt). These included additional façade articulation requirements for the building, and streetscape improvements along Cedar, Sinto, and a portion of Jefferson. The streetscape improvement included new sidewalks (separate along Sinto and Jefferson), curb cuts, and street trees where no utility or curb cut conflicts existed.

The general composition of the Light Industrial zoned area has seen a consolidation of land ownership over the years and a dispersed level of on-site activity. This has contributed to a less than ideal level of day-to-day observational capacity in the area, leading to certain issues related to poorer than necessary CPTED performance.

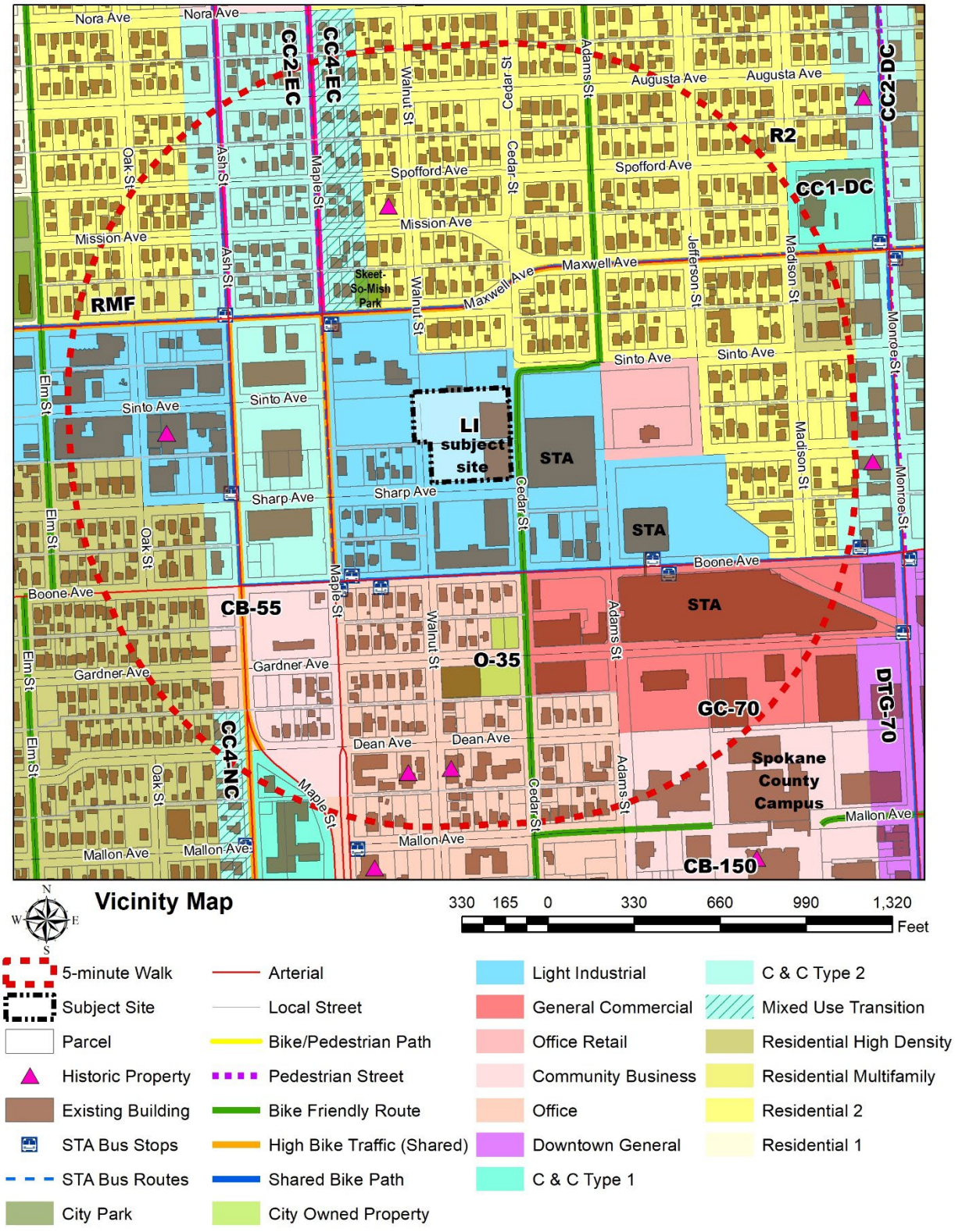


Figure 1. Vicinity Map indicating 5'-minute walk radius, transit, street classifications, and zoning information

Character Assets

The general character of the area surrounding the Subject Site, is predominantly Light Industrial.

The area north of the Site is approximately 25'-30' above the average finish grade of the Site, with vehicular, bicycle, and pedestrian access occurring along Cedar Street via a narrow portion of Sinto Avenue. This upper area is predominately residential in nature.

West of the Subject Site along Sharp Avenue, a 1-block long section of existing Single- and Multi-family residential uses still exist. This portion of Sharp Avenue has separated sidewalks with landscape buffer strips, though the street trees along this block are planted behind the separated sidewalk. The portion of Sharp Avenue immediately adjacent to the Subject Site has Spokane County property ownership on both sides of the right-of-way, with attached sidewalks and well-maintained landscaped frontages along with a number of mature street trees. The street trees along the portion of Sharp Avenue are a mix of Red Maples and Crimson King Norway Maples with calipers ranging from 13" to 16" and canopy heights of 25' to 40'.

The portion of the Sharp/Sinto alleyway, Sinto Avenue, and Walnut Street rights-of-way traversing the Subject Site were vacated in 1992 (C-30502). A 22" diameter public sewer main rests within an easement running along the former Sharp/Sinto alleyway.

The buildings immediately to the south and east of the Subject Site are larger, high-bay industrial buildings generally constructed in durable concrete and/or masonry materials. The buildings to the west of the Site are 1- to 2-story wood framed structures, residential in character, generally addressing Sharpy Avenue – though the structure southwest of the Site (at the SWC of Walnut & Sharp) is a 2-story pre-fab metal building with no obvious primary entrance on either Walnut or Sharp.

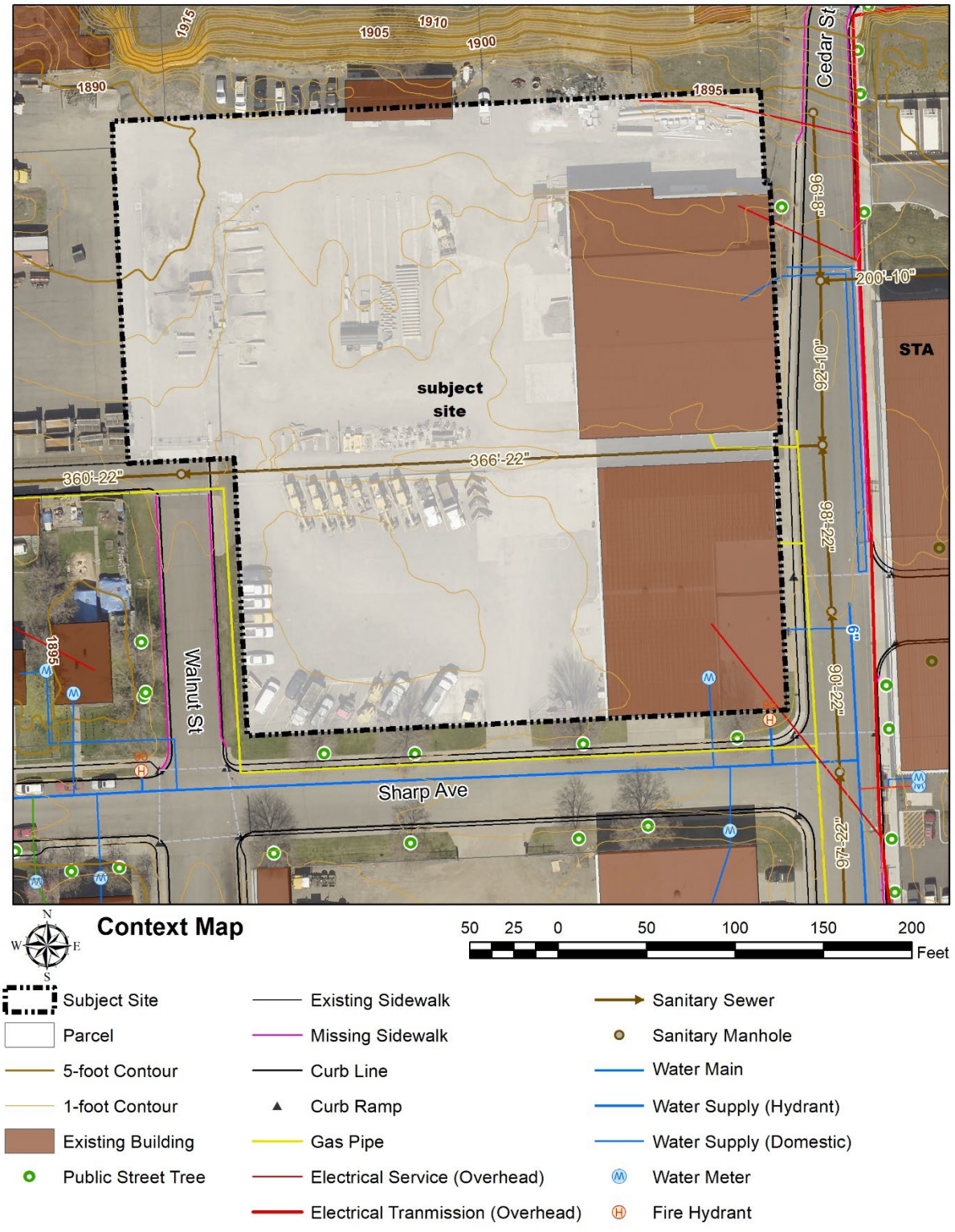


Figure 2. Urban Context Map indicating site grades, public utilities, and adjacent streetscapes

Topics for Consideration

The purpose of these discussion points is to call attention to potential concerns or design opportunities and should not be viewed as required changes to the project.

To address applicable Industrial Design Standards, Comprehensive Plan Policies, and Public Projects and Structures Design Guidelines listed in the staff report, staff would offer the following for consideration and discussion:

Streetscape Improvements

1. **The Applicant has indicated that the project could benefit from the construction of the new 5'-wide sidewalk along the Subject Site's Walnut Street frontage behind a 6'-wide continuous landscape strip. This would provide a more landscaped frontage for the new office building's Primary Entrance, while ensuring that the street frontage can support widest degree of possible uses on the Subject Site.**

   ***See Spokane Municipal Code**: 17C.130.230 Setbacks and Sidewalks, and 17H.010.180 Sidewalks, 17H.010.190.*

   ***See Spokane Comprehensive Plan Policies**: LU 2.1 Public Realm Features, LU 4.4 Connections, LU 5.1 Built and Natural Environment, LU 5.2 Environmental Quality Enhancement, LU 5.5 Compatible Development, TR 1 Transportation Network For All Users, TR 2 Transportation Supporting Land Use, TR 15 Activation, DP 2.3 Design Standards for Public Projects and Structures, DP 2.5 Character of the Public Realm, DP 2.6 Building and Site Design, DP 2.11 Improvements Program, and DP 2.12 Infill Development.*

   ***See Spokane Public Projects and Structures Design Guidelines:** A-1 360-Degree Design, A-3 Accommodate the Multi-modal Transportation Network, A-4 Design for Change, B-1 Provide Elements that Define the Place, B-3 Design for Personal Security, B-4 Universal Design, B-5 Provide Inviting and Usable Open Space, B-6 Enhance the Building and Site with Landscaping, C-2 Reinforce Primary Building Entries, C-3 Develop Pedestrian-Oriented Spaces Along Street Frontages, C-4 Provide High Quality Walkable Design for the Public Realm, D-1 Create Transitions in Bulk and Scale, D-2 Design a Well-Proportioned and Unified Building/Structure/Site, D-3 Maintain the Prevailing Street Edge, and E-1 Maximize Pedestrian Access to the Building and Site.*

2. **The new Street Trees along Walnut Street should be planted in the 6'-wide landscape strip located between the sidewalk and the street curb. Due to the presence of overhead power transmission lines, these Street Trees would be limited to Class I species.**

   ***See Spokane Municipal Code**: 17C.130.230 Setbacks and Sidewalks, 17C.200.050 Street Tree Requirements, 17H.010.180 Sidewalks, 17H.010.190, and 17H.010.270*

   ***See Spokane Comprehensive Plan Policies**: LU 2.1 Public Realm Features, LU 4.4 Connections, LU 5.1 Built and Natural Environment, LU 5.2 Environmental Quality Enhancement, LU 5.5 Compatible Development, TR 1 Transportation Network For All Users, TR 2 Transportation Supporting Land Use, TR 15 Activation, DP 2.3 Design Standards for Public Projects and Structures, DP 2.5 Character of the Public Realm, DP 2.6 Building and Site Design, DP 2.11 Improvements Program, and DP 2.12 Infill Development.*

   ***See Spokane Public Projects and Structures Design Guidelines:** A-1 360-Degree Design, A-3 Accommodate the Multi-modal Transportation Network, A-4 Design for Change, B-1 Provide Elements that Define the Place, B-3 Design for Personal Security, B-4 Universal Design, B-5 Provide Inviting and Usable Open Space, B-6 Enhance the Building and Site with Landscaping, C-2 Reinforce Primary Building Entries, C-3 Develop Pedestrian-Oriented Spaces Along Street Frontages, C-4 Provide High Quality Walkable Design for the Public Realm, D-1 Create Transitions in Bulk and Scale, D-2 Design a Well-Proportioned and Unified Building/Structure/Site, D-3 Maintain the Prevailing Street Edge, and E-1 Maximize Pedestrian Access to the Building and Site.*

3. **The Applicant must work with Urban Forestry to evaluate the health of the existing Street Trees located along the Subject Site's Sharp Ave. frontage. For the Street Trees intended to remain, proper protection should be put into place during construction and certified arborist should be retained to provide appropriate trimming to alleviate conflicts with the new buildings. All new Street Trees must be selected from the Class II category. If deemed appropriate, consideration should be given to selecting a tree species that matched the Street Trees remaining.**

   ***See Spokane Municipal Code**: 17C.130.230 Setbacks and Sidewalks, 17C.200.050 Street Tree Requirements, 17H.010.180 Sidewalks, 17H.010.190, and 17H.010.270*

   ***See Spokane Comprehensive Plan Policies**: LU 2.1 Public Realm Features, LU 4.4 Connections, LU 5.1 Built and Natural Environment, LU 5.2 Environmental Quality Enhancement, LU 5.5 Compatible Development, TR 1 Transportation Network For All Users, TR 2 Transportation Supporting Land Use, TR 15 Activation, DP 2.3 Design Standards for Public Projects and Structures, DP 2.5 Character of the Public Realm, DP 2.6 Building and Site Design, DP 2.11 Improvements Program, and DP 2.12 Infill Development.*

   ***See Spokane Public Projects and Structures Design Guidelines:** A-1 360-Degree Design, A-3 Accommodate the Multi-modal Transportation Network, A-4 Design for Change, B-1 Provide Elements that Define the Place, B-3 Design for Personal Security, B-4 Universal Design, B-5 Provide Inviting and Usable Open Space, B-6 Enhance the Building and Site with Landscaping, C-2 Reinforce Primary Building Entries, C-3 Develop Pedestrian-Oriented Spaces Along Street Frontages, C-4 Provide High Quality Walkable Design for the Public Realm, D-1 Create Transitions in Bulk and Scale, D-2 Design a Well-Proportioned and Unified Building/Structure/Site, D-3 Maintain the Prevailing Street Edge, and E-1 Maximize Pedestrian Access to the Building and Site.*

4. **As the multiple curb-cuts and broken sections of existing sidewalk along Cedar Street will need to be replaced, a new 5'-wide sidewalk along the Subject Site's Cedar Street frontage should be constructed behind a 6'-wide continuous landscape strip.**

   ***See Spokane Municipal Code**: 17C.130.230 Setbacks and Sidewalks, and 17H.010.180 Sidewalks, 17H.010.190.*

   ***See Spokane Comprehensive Plan Policies**: LU 2.1 Public Realm Features, LU 4.4 Connections, LU 5.1 Built and Natural Environment, LU 5.2 Environmental Quality Enhancement, LU 5.5 Compatible Development, TR 1 Transportation Network For All Users, TR 2 Transportation Supporting Land Use, TR 15 Activation, DP 2.3 Design Standards for Public Projects and Structures, DP 2.5 Character of the Public Realm, DP 2.6 Building and Site Design, DP 2.11 Improvements Program, and DP 2.12 Infill Development.*

   ***See Spokane Public Projects and Structures Design Guidelines:** A-1 360-Degree Design, A-3 Accommodate the Multi-modal Transportation Network, A-4 Design for Change, B-1 Provide Elements that Define the Place, B-3 Design for Personal Security, B-4 Universal Design, B-5 Provide Inviting and Usable Open Space, B-6 Enhance the Building and Site with Landscaping, C-2 Reinforce Primary Building Entries, C-3 Develop Pedestrian-Oriented Spaces Along Street Frontages, C-4 Provide High Quality Walkable Design for the Public Realm, D-1 Create Transitions in Bulk and Scale, D-2 Design a Well-Proportioned and Unified Building/Structure/Site, D-3 Maintain the Prevailing Street Edge, and E-1 Maximize Pedestrian Access to the Building and Site.*

5. **The new Street Trees along Cedar Street should be planted in the 6'-wide continuous landscape strip. All new Street Trees must be selected from the Class II category.**

   ***See Spokane Municipal Code**: 17C.130.230 Setbacks and Sidewalks, and 17H.010.180 Sidewalks, 17H.010.190.*

   ***See Spokane Comprehensive Plan Policies**: LU 2.1 Public Realm Features, LU 4.4 Connections, LU 5.1 Built and Natural Environment, LU 5.2 Environmental Quality Enhancement, LU 5.5 Compatible Development, TR 1 Transportation Network For All Users, TR 2 Transportation Supporting Land Use, TR 15 Activation, DP 2.3 Design Standards for Public Projects and Structures, DP 2.5 Character of the Public Realm, DP 2.6 Building and Site Design, DP 2.11 Improvements Program, and DP 2.12 Infill Development.*

   ***See Spokane Public Projects and Structures Design Guidelines:** A-1 360-Degree Design, A-3 Accommodate the Multi-modal Transportation Network, A-4 Design for Change, B-1 Provide Elements that Define the Place, B-3 Design for Personal Security, B-4 Universal Design, B-5 Provide Inviting and Usable Open Space, B-6 Enhance the Building and Site with Landscaping, C-2*

Reinforce Primary Building Entries, C-3 Develop Pedestrian-Oriented Spaces Along Street Frontages, C-4 Provide High Quality Walkable Design for the Public Realm, D-1 Create Transitions in Bulk and Scale, D-2 Design a Well-Proportioned and Unified Building/Structure/Site, D-3 Maintain the Prevailing Street Edge, and E-1 Maximize Pedestrian Access to the Building and Site.

Landscape Buffers

6. **For the portion of the Subject Site located north of the new office building along Walnut Street, appropriate on-site Landscape Screening should be provided located in front of any new security fence. The planned Bridge Laydown area at this location would be classified as outdoor storage and would require appropriate Landscape Screening.**

   ***See Spokane Municipal Code**: 17C.130.250 Screening, and 17C.200.230 Landscape and Screening.*

   ***See Spokane Comprehensive Plan Policies**: LU 2.1 Public Realm Features, LU 4.4 Connections, LU 5.1 Built and Natural Environment, LU 5.2 Environmental Quality Enhancement, LU 5.5 Compatible Development, DP 2.3 Design Standards for Public Projects and Structures, DP 2.5 Character of the Public Realm, DP 2.6 Building and Site Design, DP 2.11 Improvements Program, and DP 2.12 Infill Development.*

   ***See Spokane Public Projects and Structures Design Guidelines:** B-1 Provide Elements that Define the Place, B-3 Design for Personal Security, B-5 Provide Inviting and Usable Open Space, B-6 Enhance the Building and Site with Landscaping, C-3 Develop Pedestrian-Oriented Spaces Along Street Frontages, C-4 Provide High Quality Walkable Design for the Public Realm, D-2 Design a Well-Proportioned and Unified Building/Structure/Site, and D-3 Maintain the Prevailing Street Edge.*

7. **For the portion of the Subject Site located between the two new buildings along Sharp Avenue, appropriate on-site Landscape Screening should be provided located in front of any new security fence and access gate.**

   ***See Spokane Municipal Code**: 17C.130.250 Screening, and 17C.200.230 Landscape and Screening.*

   ***See Spokane Comprehensive Plan Policies**: LU 2.1 Public Realm Features, LU 4.4 Connections, LU 5.1 Built and Natural Environment, LU 5.2 Environmental Quality Enhancement, LU 5.5 Compatible Development, DP 2.3 Design Standards for Public Projects and Structures, DP 2.5 Character of the Public Realm, DP 2.6 Building and Site Design, DP 2.11 Improvements Program, and DP 2.12 Infill Development.*

   ***See Spokane Public Projects and Structures Design Guidelines:** B-1 Provide Elements that Define the Place, B-3 Design for Personal Security, B-5 Provide Inviting and Usable Open Space, B-6 Enhance the Building and Site with Landscaping, C-3 Develop Pedestrian-Oriented Spaces Along Street Frontages, C-4 Provide High Quality Walkable Design for the Public Realm, D-2 Design a Well-Proportioned and Unified Building/Structure/Site, and D-3 Maintain the Prevailing Street Edge.*

8. **For the portion of the Subject Site located north of the new warehouse building along Cedar Street, appropriate on-site Landscape Screening should be provided located in front of any new security fence and access gate.**

   ***See Spokane Municipal Code**: 17C.130.250 Screening, and 17C.200.230 Landscape and Screening.*

   ***See Spokane Comprehensive Plan Policies**: LU 2.1 Public Realm Features, LU 4.4 Connections, LU 5.1 Built and Natural Environment, LU 5.2 Environmental Quality Enhancement, LU 5.5 Compatible Development, DP 2.3 Design Standards for Public Projects and Structures, DP 2.5 Character of the Public Realm, DP 2.6 Building and Site Design, DP 2.11 Improvements Program, and DP 2.12 Infill Development.*

   ***See Spokane Public Projects and Structures Design Guidelines:** B-1 Provide Elements that Define the Place, B-3 Design for Personal Security, B-5 Provide Inviting and Usable Open Space, B-6 Enhance the Building and Site with Landscaping, C-3 Develop Pedestrian-Oriented Spaces Along Street Frontages, C-4 Provide High Quality Walkable Design for the Public Realm, D-2 Design a Well-Proportioned and Unified Building/Structure/Site, and D-3 Maintain the Prevailing Street Edge.*

9. **For the portion of the Subject Site located along the northernmost parcel line, appropriate on-site Landscape Screening should be provided.**

   ***See Spokane Municipal Code**: 17C.130.250 Screening, and 17C.200.230 Landscape and Screening.*

   ***See Spokane Comprehensive Plan Policies**: LU 5.1 Built and Natural Environment, LU 5.5 Compatible Development, DP 2.3 Design Standards for Public Projects and Structures, DP 2.6 Building and Site Design, DP 2.11 Improvements Program, and DP 2.12 Infill Development.*

   ***See Spokane Public Projects and Structures Design Guidelines:** B-1 Provide Elements that Define the Place, B-3 Design for Personal Security, B-6 Enhance the Building and Site with Landscaping, and D-2 Design a Well-Proportioned and Unified Building/Structure/Site*

Pedestrian Access

10. **The applicant should consider installing the necessary curb-ramps for an unmarked pedestrian crossing north of the new curb cut for the Subject Site's drive access to the secure lot and south of the existing STA curb cut.**

    ***See Spokane Municipal Code**: 17C.130.230 Setbacks and Sidewalks, and 17H.010.180 Sidewalks, 17H.010.190 Pedestrian Buffer Strips, 17H.010.200 Curb Ramps, and 17H.010.210 Crosswalks.*

    ***See Spokane Comprehensive Plan Policies**: LU 2.1 Public Realm Features, LU 4.4 Connections, LU 5.1 Built and Natural Environment, LU 5.2 Environmental Quality Enhancement, LU 5.5 Compatible Development, TR 1 Transportation Network For All Users, TR 2 Transportation Supporting Land Use, TR 15 Activation, DP 2.3 Design Standards for Public Projects and Structures, DP 2.5 Character of the Public Realm, DP 2.6 Building and Site Design, DP 2.11 Improvements Program, and DP 2.12 Infill Development.*

    ***See Spokane Public Projects and Structures Design Guidelines**: A-1 360-Degree Design, A-3 Accommodate the Multi-modal Transportation Network, A-4 Design for Change, B-1 Provide Elements that Define the Place, B-3 Design for Personal Security, B-4 Universal Design, B-5 Provide Inviting and Usable Open Space, B-6 Enhance the Building and Site with Landscaping, C-2 Reinforce Primary Building Entries, C-3 Develop Pedestrian-Oriented Spaces Along Street Frontages, C-4 Provide High Quality Walkable Design for the Public Realm, D-1 Create Transitions in Bulk and Scale, D-2 Design a Well-Proportioned and Unified Building/Structure/Site, D-3 Maintain the Prevailing Street Edge, and E-1 Maximize Pedestrian Access to the Building and Site.*

11. **Support for elimination of sidewalk north of new crosswalk due to Sinto Ave. constraints. This will provide continuous pedestrian access along the Cedar/Sinto corridor.**

    ***See Spokane Municipal Code**: 17C.130.230 Setbacks and Sidewalks, and 17H.010.180(C) Sidewalks*

    ***See Spokane Comprehensive Plan Policies**: LU 2.1 Public Realm Features, LU 4.4 Connections, LU 5.1 Built and Natural Environment, LU 5.2 Environmental Quality Enhancement, LU 5.5 Compatible Development, TR 1 Transportation Network For All Users, TR 2 Transportation Supporting Land Use, TR 15 Activation, DP 2.3 Design Standards for Public Projects and Structures, DP 2.5 Character of the Public Realm, DP 2.6 Building and Site Design, DP 2.11 Improvements Program, and DP 2.12 Infill Development.*

    ***See Spokane Public Projects and Structures Design Guidelines:** A-3 Accommodate the Multi-modal Transportation Network, A-4 Design for Change, B-3 Design for Personal Security, B-4 Universal Design, B-5 Provide Inviting and Usable Open Space, C-3 Develop Pedestrian-Oriented Spaces Along Street Frontages, C-4 Provide High Quality Walkable Design for the Public Realm, D-3 Maintain the Prevailing Street Edge, and E-1 Maximize Pedestrian Access to the Building and Site.*

Stormwater

12. **The Applicant is encouraged to consider the Best Management Practices for stormwater treatment. Information about these practices can be found on the City's Green Infrastructure website and the City's Stormwater Best Management Practices website. More technical information contained on these websites can be found directly in both the**

City of Spokane's Regional Stormwater Manual and the Washington Department of Ecology's Stormwater Management Manual for Eastern Washington.

***See Spokane Municipal Code**: 17C.200.060 Stormwater Drainage, 17D.060 Stormwater Facilities, and 17D.060.300 Low Impact Development.*

***See Spokane Comprehensive Plan Policies**: LU 5.1 Built and Natural Environment, LU 5.2 Environmental Quality Enhancement, DP 2.3 Design Standards for Public Projects and Structures, DP 2.6 Building and Site Design, DP 2.11 Improvements Program, and DP 2.12 Infill Development.*

***See Spokane Public Projects and Structures Design Guidelines:** A-2 Provide a Sustainable Framework, A-4 Design for Change, B-6 Enhance the Building and Site with Landscaping, and E-4 Design Sustainable Parking.*

Regulatory Analysis

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**, all public projects or structures are subject to design review. 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.

Zoning Code Requirements

The Subject Site is zoned Light Industrial (LI). The applicant will be expected to meet all applicable 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. Please see the attached Pre-Development report.

Industrial Design Standards

Design standards in the code appear in the form of Requirements (R), Presumptions (P), and Considerations (C). Upon request of the applicant, the Board may offer some flexibility from certain eligible code "design standards" if the Board recommends that the proposed solution is equal or better than what is required while still meeting the purpose of the standard.

Section 17C.130.500 Design Standards Implementation:

The design standards and guidelines found in SMC 17C.130.510 through SMC 17C.130.540 follow SMC 17C.130.015 Design Standards Administration. All projects must address the pertinent design standards and guidelines. Design standards are in the form of Requirements (R), Presumptions (P), and Considerations (C). Regardless of which term is used, an applicant must address each guideline. An applicant may seek relief through chapter 17G.030 SMC, Design Departures, for those eligible standards and guidelines contained in the zoning code.

Per Table 17C.130.500-1 Industrial Zone Design Standards (found in SMC 17C.130.500), and as the Subject Site is not located adjacent to an Arterial nor abutting either a Commercial or Residential zone, none of the Industrial Design Standards apply to the development. The proposed uses on the Site are classified as Permitted uses.

Other Development Standards

The applicant will be expected to meet all applicable zoning code requirements for the proposed uses found in SMC 17C.130 Industrial Zones. Applicants should contact Current Planning Staff with any questions about these requirements.

Some of these development criteria also intersect considerations found in the Public Projects and Structures Design Guidelines which can be found in SMC 17G.040.020(A) Development and Applications Subject to Design Review. A brief list of these that may impact the Subject Site's development are listed below:

SMC 17C.130.060 Stormwater Drainage

This code regulated all on-site vegetated stormwater facilities.

SMC 17C.130.230 Setbacks and Sidewalks

This code will help guide the layout of sidewalks, and any potential impacts to building setbacks.

SMC 17C.130.240 Landscape Areas, SMC 17C.200 Landscape and Screening, and SMC 17C.130.270 Outdoor Activities

These codes will help understand the requirements for on-site landscaping and proper screening of outdoor activities (e.g., outdoor storage)

SMC 17C.130.250 Screening

This code regulates the unsightly features and outdoor storage areas.

SMC 17C.130.310 Fences

This code regulates the design and location of any fences on the Subject Site.

SMC 17C.130.340 Parking and Loading, and SMC 17C.230 Parking and Loading

These codes regulate the on-site parking and loading areas on the Subject Site.

SMC 17C.200.050 Street Tree Requirements

This code regulates the placement and species selection for all public Street Trees. The most current Approved Street Tree List adopted by the City of Spokane can be found, here.

City of Spokane Comprehensive Plan

Comprehensive Plan link

CHAPTER 3: LAND USE

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.

See Topic for Considerations 1 – 8, 10, and 11

LU 4 TRANSPORTATION

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.

See Topic for Considerations 1, 4, 10, and 11

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.

See Topic for Considerations 1 – 12

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

See Topic for Considerations 1 – 12

LU 5.5 Compatible Development: Ensure that infill and redevelopment projects are well-designed and compatible with surrounding uses and building types.

See Topic for Considerations 1 – 12

CHAPTER 4: TRANSPORTATION

TR GOAL A: PROMOTE A SENSE OF PLACE: Promote a sense of community and identity through the provision of context-sensitive transportation choices and transportation design features, recognizing that both profoundly affect the way people interact and experience the city.

See Topic for Considerations 1 – 11

TR GOAL B: PROVIDE TRANSPORTATION CHOICES: Meet mobility needs by providing facilities for transportation options – including walking, bicycling, public transportation, private vehicles, and other choices.

See Topic for Considerations 1, 4, 10, and 11

TR GOAL F: ENHANCE PUBLIC HEALTH & SAFETY: Promote healthy communities by providing and maintaining a safe transportation system with viable active mode options that provides for the needs of all travelers, particularly the most vulnerable users.

See Topic for Considerations 1, 4, 10, and 11

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.

See Topic for Considerations 1, 4, 10, and 11

TR 2 Transportation Supporting Land Use: Maintain an interconnected system of facilities that allows travel on multiple routes by multiple modes, balancing access, mobility and place-making functions with consideration and alignment with the existing and planned land use context of each corridor and major street segment.

See Topic for Considerations 1, 4, 10, and 11

TR 15 Activation: Build great streetscapes and activate public spaces in the right-of-way to promote economic vitality and a sense of place, with a focus on the designated Centers and Corridors identified in the Land Use chapter.

See Topic for Considerations 1 – 11

CHAPTER 8: URBAN DESIGN AND HISTORIC PRESERVATION

DP 2 URBAN DESIGN

DP 2.3 Design Standards for Public Projects and Structures: Design all public projects and structures to uphold the highest design standards and neighborhood compatibility.

See Topic for Considerations 1 – 12

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.

See Topic for Considerations 1 – 11

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.

See Topic for Considerations 1 – 12

DP 2.8 Design Review Process: Apply design guidelines through a review process that relies on the expertise of design professionals and other community representatives to achieve design performance that meets or exceeds citizens' quality of life expectations.

See Topic for Considerations 1 – 12

DP 2.11 Improvements Program: Facilitate improvements such as sidewalks, street improvements, street trees, sewers, and parks in neighborhoods and commercial areas designated for higher density development.

See Topic for Considerations 1 – 12

DP 2.12 Infill Development: Encourage infill construction and area redevelopment that complement and reinforce positive commercial and residential character.

See Topic for Considerations 1 – 11

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.

DP 3 PRESERVATION

DP 3.4 Reflect Spokane's Diversity: Encourage awareness and recognition of the many cultures that are an important and integral aspect of Spokane's heritage.

Public Projects and Structures Design Guidelines

Public Projects and Structures Design Guidelines link

Per SMC 17G.040.020.A the design review of all public projects and structures shall of conducted using the Public Projects and Structures Design Guidelines. While other adopted codes, plans, and policies listed in this staff report may be referenced during design review, the Design Guidelines are the primary tool utilized by urban design staff when conducting an Abbreviated Review.

A: Urban Design

A-1 360-Degree Design

The proposed addition appears to respond to many of the contextual elements found along the impacted street frontages.

See Topic for Considerations 1 – 11

A-2 Provide a Sustainable Framework

The proposed addition's design appears to incorporate some elements of sustainable development.

See Topic for Considerations 2, 3, 5 – 12

A-3 Accommodate the Multi-modal Transportation Network

The proposed project's sidewalk improvements along Walnut and Cedar Streets, as addressed through the Topics for Consideration, would be consistent with the applicable development standards, guidelines, and policies supporting the City's multi-modal transportation network.

See Topic for Considerations 1, 4, 10, and 11

A-4 Design for Change

The proposed project is designed to be flexible enough to respond to future changes in use, lifestyle, and demography in the Industrial zone.

B: Public Amenities

B-1 Provide Elements that Define the Place

The proposed project's single story high-bay structures and adjacent site development appears to extend the context of the surrounding development. To the extent that Industrial zones support place-making, the development appears to meet expectations.

See Topic for Considerations 1 – 11

B-2 Provide Context-Sensitive Signage and Lighting

The signage and lighting has not yet been addressed in the submittal, as such is not required during the Step 1 Collaborative Workshop phase of design review. More detailed information about site lighting and any proposed signage would be provided in the Step 2 Recommendation Meeting phase of design review.

B-3 Design for Personal Security

The Applicant's desire to consolidate a number of distributed County Operation activities into this development is, itself, a desire to utilize the four principles of Crime Prevention for Environmental Design (CEPTD) – those being: natural surveillance, access control, territorial enforcement, and space management. The Applicant hopes that this new development will address some CPTED issues throughout adjacent County-owned parcels.

See Topic for Considerations 1 – 11

B-4 Universal Design
The layout of the proposed development and its relationship to the surrounding public realm accommodations appear to provide an overall barrier-free, ergonomic, and accessible extension of the public realm. The consolidation/elimination of multiple curb-cuts along Cedar Street, the construction/re-construction of separated sidewalks, and the elimination of multi curb-cuts along Cedar Street to accommodate the new Warehouse, reduce potential barriers along these frontages. The proposed new pedestrian crosswalk across Cedar Street, would greatly improve the accessibility of the public realm.

See Topic for Considerations 1 – 11

B-5 Provide Inviting and Usable Open Space
The proposed design, with the separated sidewalks and landscape strips with Street Trees, provides open space that is generally visually pleasing, safe, and healthful.

See Topic for Considerations 1 – 11

B-6 Enhance the Building and Site with Landscaping
At this stage of design, the general composition of the hard- and landscape design does appear to generally enhance an improved enhancement of the landscaping for the proposed buildings and site.

See Topic for Considerations 1 – 9, and 12

C: Pedestrian Environment

C-1 Design Façades at Many Scale
At this stage of design, the general composition single-story high-bay buildings does appear to afford a human scaled set of façades. The proposed office oriented toward the nearby residential used along Sharp and Walnut is a good gesture, as the architectural features, fenestration pattern, and material composition would be sympathetic to the architecture of the surrounding neighborhood context and refer to the human activities fronting the Subject Site.

C-2 Reinforce Primary Building Entries
The new office building's Primary Entry is bracketed by the proposed offset along a central corridor, permitting increased articulation and landscaping to emphasize the entrance promoting pedestrian comfort and orientation.

See Topic for Considerations 1 and 2

C-3 Develop Pedestrian-Oriented Spaces Along Street Frontages
This will be largely achieved through the construction/re-construction of the separated sidewalks with landscape strips.

See Topic for Considerations 1 – 11

C-4 Provide High Quality Walkable Design for the Public Realm
In general, the proposed design continues the existing level of walkable elements in the public realm.

See Topic for Considerations 1 – 11

C-5 Provide Appropriate Weather Protection
Consideration should be given to providing some type of weather protection at the Primary Entrance to the new office building, facing Walnut Street.

C-6 Enhance Alleyways

Not Applicable to this site.

D: Architectural Expression

D-1 Create Transitions in Bulk and Scale
At this stage of design, with the separated sidewalks with landscape strips (and Street Trees), the proposal would provide adequate bulk and scale transitions.

See Topic for Considerations 1 – 9

D-2 Design a Well-Proportioned and Unified Building/Structure/Site
At this stage of design, with the separated sidewalks with landscape strips (and Street Trees), the proposal appears to be well-proportioned and presents a unified building/structure/site.

See Topic for Considerations 1 – 9

D-3 Maintain the Prevailing Street Edge
The proposed placement of the new buildings along the three street frontages, appears to maintain the prevailing street edge.

See Topic for Considerations 1 – 9

D-4 Design with a Legible Parti
Through the design evolution, the Applicant has indicated a consistent effort to use the new structures to shield the public realm from the equipment and outdoor storage activities on the site. The derived “Little Ed” composition holds true to this compositional parti and demonstrates a desire to add to the quality of the into the surrounding neighborhood context and street edge. The parti is clearly legible and helped guide the applicant through the various design iterations.

D-5 Enhance the Skyline
While this guideline is normally applied to the upper constructed elements of a building, and how they may contribute to a larger regional context, the proposed development holds true to the predominant skyline of the Light Industrial area.

E: Access & Screening

E-1 Maximize Pedestrian Access to the Building and Site
The layout of the proposed development and its relationship to the surrounding public realm accommodations appear to provide good pedestrian access across the public realm. The consolidation/elimination of multiple curb-cuts along Cedar Street, the construction/re-construction of separated sidewalks, and the elimination of multiple curb-cuts along Cedar Street to accommodate the new Warehouse, improve pedestrian access along these frontages. The proposed new pedestrian crosswalk across Cedar Street, would greatly improve the accessibility of the public realm.

See Topic for Considerations 1 – 11

E-2 Minimize the Impact of Parking Facilities Along Street Frontages
Any proposed on-site parking would be screened from the street frontages, in a manner consistent with code.

See Topic for Considerations 1 – 9

E-3 Minimize the Presence of Service Areas
The proposed design should adequately screen service areas and mechanical equipment from the view of passersby, through the provision of required Landscaping types.

See Topic for Considerations 6 – 9

E-4 Design Sustainable Parking
The proposed site design includes a range of surface improvements, a mix of pervious swales and impervious vehicle and heavy equipment parking. Consideration should be given to using Best Management Practices found in both the 2019 Regional Stormwater Management Manual for Eastern Washington and the City of Spokane’s Regional Stormwater Manual.

See Topic for Considerations 12

Note

The recommendation of the Design Review Board does not alleviate any requirements that may be imposed on this project by other City Departments including the Current Planning Section of Planning and Development Services.

Policy Basis

Spokane Municipal Codes
City of Spokane Comprehensive Plan
Public Project Design Guidelines

Planning and Development
www.spokanecity.org

Pre-Development Conference Notes

Project Name: Spokane County Operations Building

To: Brian Piippo
Integrus Architecture
10 S Cedar St
Spokane, WA 99204
bpiippo@integrusarch.com

Phone: 509-838-8684

From: **Patty Kells**

Phone: 509-625-6447

Project Name: Spokane County Operations Building
Permit No.: B24M0007PDEV
Site Address: 1303 N Cedar St
Parcel No.: 25131.2409
Meeting Date: Thursday, January 25, 2024

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, January 25, 2024 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: Demolish two existing buildings and construct a new warehouse and operation building.
B. Scope and Size: 16,216sf building and an 11,480sf building, both structures are Type IIB construction..
C. Special Considerations: SEPA – Spokane County lead agency, demolition permits, Design Review
D. Estimated Schedule: Mid-March 2024 submittal for warehouse
E. Estimated Construction Cost: $15,000,000.00

Section 1 – Comments Specific to the Building

Molly Severns – Certified Plans Examiner (509-625-6992):

1. Projects accepted on or after March 15, 2024, will be governed by the 2021 editions of the building codes along with the 2017 A117.1 and 2020 NEC.
2. If intending to phase the construction or site development on this plan, please submit a detailed phasing plan identifying the components of the buildings and site that will be included in each phase as well as how occupant and construction access and separation will be maintained between phased areas.
3. An NREC review is required and must be completed prior to plan review acceptance. This is a third-party review of the energy uses of the building, and examines the building insulation (envelope), mechanical and lighting systems.
4. Special Inspections will be required. A completed Statement of Special Inspections form with contact information and certifications of individuals is required for permit issuance.
5. A separate permit application for each building structure, including the covered parking, will be required.
6. A Washington State Registered Architect is required to stamp and sign permit drawings for commercial buildings larger than 4000 square feet in area.
7. Mechanical, electrical, and plumbing plans are required and need to be designed by a licensed professional.
8. Structural plans are required and will need to be stamped by a licensed Washington State structural engineer. For the metal building, at a minimum, the foundation engineering must be submitted at intake and metal building engineering should be provided prior to permit issuance. PEMB engineering can be deferred upon request, but review will incur additional plan review fees if deferred.
9. The site and buildings must meet IBC Chapter 11 Accessibility provisions to include accessible routes to the public way, parking, and buildings and to all accessible portions of each building to include break rooms, restrooms, drinking fountains and public areas. Accessible parking must be located on the shortest accessible route of travel from parking to accessible entrances in each building.
10. Plumbing plans will need total fixture counts (for water supply sizing and DWV needs).
11. Mechanical plans will need to be designed to the IMC with some requirements designated in the Washington State commercial energy code provisions.
12. Electrical plans will need to include a one-line diagram for the site and building, panel schedules, electrical site plan and locations of meters and service panels at a minimum. Panel schedules need to show EV charging circuits and circuits for future EV charging capacity if EV is triggered or provided.
13. It sounds like one structure will be B occupancy and the second will be a storage warehouse. Code summary sheets should identify all occupancies/uses inside the building along with what types of items will be stored in the storage buildings.
14. A separate permit is required for storage building racking if installed.
15. Foundations are allowed to encroach into the right of way under limited circumstances as identified in IBC 3202.1.

Donna deBit – Senior Planner (509-625-6637):

1. Industrial Zones Design Standards can be found under SMC*17C.130.500-540.*

Justin Cravalho – Fire Prevention Engineer (509-625-7057):

1. Construction and demolition shall be conducted in accordance with IFC Chapter 33 and NFPA 241. If phasing of the work is proposed, floor plans showing each phase and how the work will be separated from building occupants (if occupied during construction).
2. The office building is not required to have fire sprinklers.
3. The office building is not required to have a fire alarm system.
4. The storage building is not required to have fire sprinklers unless high-piled storage or racking storage exceeding 12 feet in height are proposed.
5. The storage building is not required to have a fire alarm system.
6. Duct smoke detectors (if required) shall be wired to a supervisory zone only, not an alarm-initiating zone, as per Spokane Fire Department policy and as provided in the International Mechanical Code. The code requires duct detection only on return air.
7. The Fire Department requires annual operating permits for specific operations for buildings and sites in accordance with Section 105 of the Fire Code.
8. Fire extinguishers are required for A, B, E, F, H, I, M, R-1, R-2, R-3 and S occupancies in accordance with IFC 906 – Table 906.3(1).
9. Address numbers or other approved signs are required to be provided on the building in a visible location (IFC 505).
10. Key boxes or key switches approved by the Fire Department are required for gates or similar barriers (IFC 506.1.1).
11. A Fire Department key box is suggested for this building to facilitate easy access for emergency personnel. It is not required but recommended.
12. Critical materials are products that can contaminate the ground water of the aquifer. Critical materials can be hazardous or non-hazardous. An inventory of all critical materials is required to be submitted to the Building Department as part of the Building Permit Application (SMC 17G.010.150). A permit with the Fire Department may be required.
13. Secondary containment for critical materials may be required (depending upon the use/activity of the building) and could be as extensive as containment of the largest single storage container of critical materials and 20 minutes of fire sprinkler water (SMC 17E.010.095).
14. Where critical material containers have an individual capacity of more than 60 gallons, it is considered to be a tank (SMC 17E.010.210 and SMC 17E.010.420). A permit with the Fire Department is required.
15. Aboveground and underground fuel tanks are regulated and reviewed by the Spokane Fire Department. A separate permit application is required with the Fire Department for the tanks, piping, and dispensers. The installation will be in compliance with Spokane Municipal Code Section 17E.010 and the Fire Code and include appurtenances such as (but not limited to) spill containment, overfill protection, leak detection, and venting.

Kasey Wilberding – Spokane Regional Health District (509-324-1653):

No comments were made on this project.

Section 2 – Comments Specific to the Site

Molly Severns – Certified Plans Examiner (509-625-6992):

1. Separate demolition permits will be required to demolish existing structures on site, there is a 10-day waiting period prior to permit issuance. Applicant will need to coordinate with SRCAA as well.
2. A geotechnical engineering report will be required.
3. A dimensioned site plan with the distances between the buildings and adjacent property lines will be required. The minimum fire separation distance to achieve no fire resistance rating on

exterior walls is 10 feet. Fire separation is measured to the centerline of the public street.
   a. The eastern building may require a rated wall at the northern elevation if a BLA is not completed or if the wall is located less than 10 feet from the property line.
4. Electric vehicle charging stations are required for 10% of all parking spaces provided on site. 10% of accessible spaces must also be served. In addition, electrical room must be sized to accommodate EV charging for 20% of the parking spaces, and a raceway (conduit) must be installed to a pull box in the vicinity of future charging stations. See IBC Section 429, WA Amendments.

Donna deBit – Senior Planner (509-625-6637):

1. Storage/Office/warehouse uses are an allowed use in the LI zone.
2. **A BLA will be required to consolidate the two lots where work is proposed.**
3. **SEPA is required. Spokane County will most likely be lead agency.**
4. **Design Review is required and will need to be through the first meeting by the time you submit for building permit.**
5. Parking: *17C.230* (Note: Use Categories are described in 17C.190. updated parking calculations will need to be provided for the entire site).
   a. Please provide parking calculations based on the square footage of each use. If there is a shared campus parking agreement, please provide that information with the building permit submittal.
6. Landscaping & Sidewalks:
   a. Irrigation is required as per 17C.200.100.
   b. Please maintain the existing sidewalks along N Cedar St. and W. Sharp. New sidewalks along N Walnut will be required and can match the existing sidewalk along W. Sharp.
   c. Provide a six-foot wide planting area of L2 see-through buffer (three- to four-foot-tall shrubs) along N. Walnut, including street trees, inside the property line (if possible) per *17C.200.040 (A1a)*, and along N. Cedar where buildings are not built to the property line. Remaining setback areas shall be planted in L3.
7. Refuse: *17C.200.070*
   a. All exterior refuse (including garbage, recycling, and yard debris) receptacles and refuse collection areas must be screened from the street and any adjacent properties, by using one of the following methods:
      i. An L1 visual screen.
      ii. 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.
      iii. A five-foot tall earth berm planted with L3 open area landscaping.
      iv. Storage areas are not allowed within fifteen feet of a street lot line; and
      v. Screening shall comply with the clear view triangle requirements.

Patty Kells – Traffic Engineering Assistant (509-625-6447):

1. If the two parcels are not aggregated, a mutual use agreement will be required for all shared uses such as access, parking, landscape, etc. between the two parcels and must be recorded on both parcels. The agreement should include operation and maintenance between parcels.
2. Credit can be given for seven spaces towards the required parking onsite with the improvements made to Cedar St staying 30 feet from the end of radii at the intersections, five feet from any driveway approach transition, and 15 feet on either side of any fire hydrant with spaces measuring 20 feet in length within your parcel limits. **These stalls are for credit only and cannot be permanently striped or designated for any use or persons.** This comment must be noted on the site plan.

3. Typical frontage improvements required along Cedar St are as shown on the site plan with integral sidewalk with street trees behind the walk, removal of existing driveway approaches, and the existing curb ramp at the corner must be removed and replaced to meet current ADA City Standards with a curb ramp required on either opposite corner. All right-of-way improvements must be designed by a professional engineer licensed in the State of WA per City Design Standards and Standard Plans. The Regional Pavement Cut Policy would need to be adhered to for any proposed cuts in the rights-of-way.
4. All parking and maneuvering areas must be hard surfaced. All required parking, landscaping and onsite stormwater designs must be within the property lines.
5. All proposed parking onsite must meet all current codes and requirements for parking and accessibility and must comply with the updated City of Spokane Standard Plan G-54 & G-80A attached for signing and striping. An accessible route of travel connecting the ADA stalls/aisles to the nearest accessible building entrances **and to the public sidewalk is required with a marked accessible route of travel.** This path of travel cannot be in conjunction with the driveway approaches. All barrier free spaces and aisles must be drawn and reference these standard plans and ***must be added as details on the plans***. Note on the site plan the van-accessible stall and the access aisle for van accessibility must be eight feet wide. Please note that it is now required to install a "No Parking Anytime" sign centered in the ADA aisle per Standard Plan G-80A. Please note both ADA sign locations on the site plan.
6. With the adoption of the bike parking standards now in effect, there must be a minimum five-foot unobstructed path of travel within the public sidewalks, so you'll need to be creative with the location of bike racks with bike extensions beyond the rack. Development projects that incorporate covered and lockable bicycle storage for at least fifty percent of their required **long term bicycle** parking shall qualify for a fee reduction of $1,000 per bike space. The bicycle storage area must be dedicated for that use only. See SMC 17C.230.200 for space requirements.
7. Please provide a dimensioned site plan to include the property lines, buildings and setbacks, and all site improvements. Please dimension the parking stalls, accessible stalls and access aisles, travel lanes and driveway approaches on the site plan.
8. Maintain clear view at intersections, alleys, and pedestrian ways. Please add the clear view triangle to all intersections in both directions on the site and landscaping plans to verify any conflicts.
9. Adequate access and maneuvering for refuse/emergency vehicles is required per the City Standards and must be maintained during construction.
10. Any proposed on-site lighting must be confined to the site and cannot overspill into the public rights-of-way.
11. Please add all existing street signage on the site and landscape plans to verify any conflicts.
12. Any proposed on-site lighting must be confined to the site and cannot overspill into the public rights-of-way.
13. A transportation impact fee will not be assessed for the removal and replaced of these buildings in-kind with credit given for the previous use.

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

1. Addressing of the buildings should reflect the most prominent entrance. If a Sharp Avenue address is more appropriate for the new building(s), please coordinate with our addressing team to update the address. The addressing team can be reached at addressing@spokanecity.org.
2. A portion of Cedar Street currently a Tier 3 roadway under and subject to the Spokane Regional Pavement Cut Policy.

3. Our records indicate there are multiple existing side sewer connections to the project properties, but they appear to be constructed of older material and are only four inches in diameter.
    a. Side sewer cards are attached but can also be viewed at https://sewerfinder.spokanecity.org/SideSewerSearch.
    b. New commercial side sewers shall be PVC a minimum six inches in diameter; shall have a minimum slope of two percent and 3.5 feet of cover where vehicular traffic passes over; two feet minimum in other areas. Sewer and Water service separation requirements are 18 inches minimum vertical, five feet minimum horizontal. Sewer cleanouts shall be installed at every 100 feet and every angle 45 degrees or greater. See the City of Spokane Design Standards Section 4 for additional information on Sewers. The sewer should be sized for the ultimate planned build-out.
    c. If floor drains are to be installed for in-building parking and connected to the sanitary sewer, an oil/water separator (OWS) will be required. The design for OWS can be found in the Uniform Plumbing Code. The Department of Ecology requirements for OWS, including grit retaining baffle (minimum 18-inches high for coalescing plate, 12 inches high for baffle type), must be followed. Please see https://www.spokanecounty.org/DocumentCenter/View/50484/Oil-Water-Separator-Sizing-Reference
4. Please provide a water and sewer study that shows average and peaking daily demands and required fire flow for the project. Specify where the sewer and water connections to the existing system are expected. This information is required to maximize development approval while tracking total existing system demands and future development planned system demands. Requirements can be found in the City of Spokane Design Standards. Possible solutions to reduce water demands include adding fire sprinklers to all proposed buildings and reducing outdoor irrigation needs by using xeriscaping or “Spokanescape” type landscapes. This provides a reduction in water use and the additional benefit of lower maintenance saving both time and money.
5. For new services or new upgrades to existing service from the City sewer system, a wastewater General Facility Charge (GFC) is assessed as provided based on the schedules in SMC 13.03.0734. The charge will be based on the water meter size that would otherwise be required for the facility without fire flow and/or irrigation flow.
    a. Upgrades are charged at the current difference between the old and new connection size charges.
6. Information regarding GFCs, including the most recent fee schedules, can be reviewed at SMC 13.03.0730, SMC 13.03.0732, and SMC 13.03.0734. The GFC rates are scheduled to increase March 5, 2024. The sewer GFC rates at the time of this meeting are as follows:

Water General Facility Charge Schedule – EFFECTIVE MARCH 5, 2024

Meter Size		City-Wide Calculated Charge 2024	City-Wide Calculated Charge 2025	City-Wide Calculated Charge 2026
5/8"		$814	$1,627	$3,254
3/4"		$2,754	$3,463	$4,881
1"		$3,568	$5,090	$8,135
1.5"		$8,406	$11,027	$16,269
2"		$10,847	$15,909	$26,031
3"		$22,206	$33,785	$56,943
4"		$36,677	$56,990	$97,617
6"		$77,454	$124,849	$219,638
8"	Based on needed flow rates	To be calc.	To be calc.	To be calc.
10"		To be calc.	To be calc.	To be calc.

City-Wide Calculated Charge is in effect March 5, 2024. Each subsequent year thereafter is effective January 1 through December 31. Each year after year 1, will be annually adjusted based on the Engineering News-Record Index pursuant to SMC 13.04.2042.

Numbers above are representative only. Actual numbers will be based on the ENR indexed for inflation annually.

7. All stormwater and surface drainage generated on-site must be disposed of on-site in accordance with SMC 17D.060.140 "Stormwater Facilities" as per the Project Engineer's recommendations. Locate stormwater requirements in the Spokane Regional Stormwater Manual (SRSM) and City of Spokane Design Standards Section 6. Generally, new developments, additions, plats and binding site plans, addition, or replacement of any impervious surface, manufactured or mobile home parks, will require a geotechnical site characterization (report) and drainage report/plan. **Please include a detailed Civil Plans which show and clearly delineate existing and proposed sewer, water, drainage structures, dry well types, swale bottom areas, and property lines**. Show proposed and existing pavement. The geotechnical report, drainage report, and civil plan must be stamped and signed by an engineer licensed in the State of Washington.
   a. The project site is located within a high Critical Aquifer Recharge Area and is considered to have high susceptibility for groundwater contamination.
   b. Combining landscape and stormwater treatment areas per Eastern Washington Low Impact Development (LID) Guidance Manual is allowed. The link to DOE LID resources can be found at: https://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Stormwater-permittee-guidance-resources/Low-Impact-Development-guidance
   c. 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.
8. 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.

9. **A construction stormwater general permit may need to be obtained from Ecology. See attached handout for additional information**.
   All sidewalks, curbs, and driveway approaches adjacent to the property will be reviewed at the end of the project when a Certificate of Occupancy is requested. If any are found to be broken, heaved, sunken, or missing, they must be repaired/replaced whether the damage was existing or caused by construction. If you would like a sidewalk inspection prior to requesting occupancy, please contact the City of Spokane (509) 625-6300 to arrange a site visit.

Justin Cravalho – Fire Prevention Engineer (509-625-7057):

1. An approximate site fire flow (obtained from IFC Table B105.1 and Table C105.1 using the total fire area and construction type) of the East building is 2,250 GPM without automatic sprinklers throughout and requires two fire hydrants. Site fire flow is 1,500 GPM with automatic sprinklers throughout and requires one fire hydrant.
2. An approximate site fire flow (obtained from IFC Table B105.1 and Table C105.1 using the total fire area and construction type) of the West building is 2,750 GPM without automatic sprinklers throughout and requires three fire hydrants. Site fire flow is 1,500 GPM with automatic sprinklers throughout and requires one fire hydrant.
3. There are five existing fire hydrants in the area that meet some or all of the code requirements for this project.
4. Site fire flow (fire hydrants) are required to be maintained or installed and approved prior to delivery of building construction materials to the site (IFC 3312.1).
5. Fire hydrant spacing for both residential and commercial buildings shall be no more than 500 feet apart (along an acceptable path of travel). Fire hydrants shall be 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) along an acceptable path of travel.
6. For commercial buildings, fire hydrants are required to be along an acceptable path of travel within 400 feet to all points around the building along an acceptable path of travel without fire sprinklers (IFC 507.5.1), and 600 feet for buildings fully protected with fire sprinklers (IFC 507.5.1, exception 2).
7. Fire Department approved all-weather access must be provided to within 200 feet of any point around the outside of a building (IFC 503.1.1). For fully sprinklered buildings, this is extended to 240 feet (IFC 503.1.1, exception 1). Dead-end roads longer than 150 feet need approved fire apparatus turnarounds (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). Minimum width for fire access is 20 feet, unobstructed (IFC 503.2.1). All weather surface roads are asphalt or concrete.
8. Fire aerial access lanes are limited to a maximum slope of 5%. Aerial access locations will be required to be shown on the plans.
9. Streets with a minimum clear width less than 26 feet are required to be provided with “No Parking” signs on both sides of the street. Streets with a width more than 26 feet to less than 32 feet shall be provided with “No Parking” signs on one side of the street. Signs shall be spaced 50 feet apart.

10. 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 full side of each building (IFC D105.2). The fire aerial lane is required to be a minimum of 15 feet and a maximum of 30 feet from the building along the full length of the side of the building.
11. Fire lanes (not including parking areas unless parking aisle is used for fire access) will be constructed and approved with an all-weather surface (IFC 3310.1) and provided prior to the delivery of building construction materials to the site. The Fire Department defines all-weather surface as asphalt or concrete.
12. The proposal appears to meet the requirements of the Fire Code for fire access.

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

1. Our records show an existing two-inch galvanized domestic water service and a ¾-inch domestic water service running to this parcel. Your engineer may determine that the existing services may need to be replaced or upsized to meet the needs of the project. All services need to meet current water department standards. If any existing services are not utilized, they must be disconnected at the main.
2. Each building served must have a separate connection and separate meter unless otherwise specifically authorized by the director.
3. A six-inch cast iron water distribution main in Sharp Ave and Cedar St are available for the project.
4. The City of Spokane Water Dept. does not allow water services to cross over property lines; therefore, the parcels must be aggregated, or separate services will be required.
5. A hydraulic model may be required to prove that the design meets minimum standards and to show how this project affects our water system.
6. 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.
7. General Facilities Charges will apply if new domestic or irrigation water taps are made. See Section 13.04.2042 in the Spokane Municipal Code.
8. Calculated static water pressure is approximately 90 psi at the surrounding hydrants. Pressures exceeding 80 psi require a pressure reducing valve to be installed.
9. 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 (509) 625-7845, South side (625-7844) will review submitted plans and inspect on-site construction. Water Department Cross Connection Control Specialists at (509) 625-7969, will review any backflow assemblies where required.
10. 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 are 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.

Kerry Deatrich – Solid Waste (509-625-7871):

1. Prior to construction of an enclosure, it is recommended to have Solid Waste approve the

angle of the enclosure. We're willing to have a truck on site if needed.
2. 50 feet of unobstructed access from the front of the enclosure & the width of the enclosure is required. Picture a rectangle 50 feet from the front, the width of the enclosure.
3. To have two commercial containers, the enclosure must be 20'W x 10'D (interior dimensions) with a clear width opening of 20 feet.
4. Containers must be placed on a hard surface of reinforced concrete or asphalt at least four inches thick. Use of asphalt is discouraged.
5. Each gate leaf must include a mechanical stop to hold the leaf in the open position.
6. Each gate leaf (when open) cannot block lanes of travel, Fire Lanes or ADA parking stalls or ADA aisles. Gates may need to open greater than 90 degrees for vehicle maneuvering.
7. Nothing may be stored in the enclosure (e.g., pallets, mattresses, grease containers).

General notes:
1. During construction a City of Spokane refuse container must be used for any putrescible waste generated.
2. Hauling for hire inside the City of Spokane is not allowed unless:
   a. The equipment being used to haul is owned and operated by the building/demolition permit holder and the employees of same company are doing the work. Material must be disposed of in a Spokane County approved disposal site.
   b. All of the material is being recycled at a recovery facility. No refuse is allowed in the container and must be separated at the source (job site).

Refer to Spokane Municipal Code https://my.spokanecity.org/smc/?Section=13.02.0204

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

No comments were made on this project.

Section 3 – General Information and Submittal Requirements

1. Plan requirements are as shown on the attached "Commercial Application Submittal Requirements". For the permit intake submittal, please provide an electronic copy of the **All plan sets along with reports and supporting documents**. Plan sets shall include all plans created for this project: cover sheet, architectural, structural, plumbing, mechanical, electrical, civil engineered plans, landscaping, and irrigation drawings. 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, critical materials list, etc.). Please note that plans may be provided in multiple logically separated files to help manage files sizes as excessively large (i.e., separated by discipline, by building vs site, 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.

Design Review Board

Program Review / Collaborative Workshop

Spokane County Operations
February 2024

Spokane County
WASHINGTON

GARCO

INTEGRUS

TABLE OF CONTENTS

The Team

OWNER & OWNER'S

Spokane County
WASHINGTON

Hill International

ARCHITECTURAL TEAM & CONTRACTOR

INTEGRUS
A COLLABORATION OF YGH & INTEGRUS ARCHITECTURE

GARCO

MEP CONSULTANT & CIVIL ENGINEER AND LANDSCAPE ARCHITECT

MSI ENGINEERS

AHBL

Project Summary

PROJECT INFORMATION

OWNER
Spokane County

PROJECT ADDRESS
1303 North Cedar
Spokane, WA 99204

ARCHITECT
Integrus Architecture
10 South Cedar
Spokane, WA 99201

ZONING
LI - Light Industrial

LAND USE
Light Industrial

STATEMENT OF DEVELOPMENT OBJECTIVES

Spokane County's new operations center is intended to consolidate departments from multiple sites into a new, efficient, safe, and secure facility on the county's existing site at Walnut and Sharp. Three primary design solutions were considered to support the County's program requirements.

The first option dubbed "Big Ed" offered the advantage of all office, shop, and storage functions located under one roof. However the question was posed if there was a cheaper way to construct the storage spaces that didn't require the same cost per sf as the office functions. Based on the concerns expressed in "Big Ed," the second option or "Do Nothing" option was developed. This option is comprised of one 16,000sf office/shop building in the southwest corner of the site while all storage functions are housed in the existing building in the southeast corner. While this option offers additional storage space and a lower overall cost, the storage space is less usable because the existing walls cannot be changed due to code concerns. To address the concerns brought up in "Big Ed" and the additional information gained during the "Do Nothing" exploration, "Little Ed" was created. This option is comprised of two new buildings, an office/shop building in the southwest corner and a pre-engineered metal storage building in the southeast corner. "Little Ed" provided the most functional storage solution of the three options while still coming in under budget. This option was deemed the preferred option.

"Little Ed" is separated into two buildings, a 16,000 sf office building and 11,500 sf storage building. The office building houses spaces for the Bridge Crew, Signal and Sign shops, and office space for the Construction and Instruction group while the storage building houses semi-conditioned space for work vehicles and materials storage.

The office building is intended to encourage collaboration and efficiency between programs with work spaces connected by a common corridor. Program's north of the corridor include Bridge Crew and Signal and Sign Shop Spaces and program's south of the corridor include the training space, Construction and Survey office, as well as the Material testing group.

PROJECT GUIDING PRINCIPLES

Design a facility that prioritizes the PHYSICAL PROTECTION of its users and gives them the CONTROL to mitigate potential hazards

- Site lines
- Access Control
- Lighting

Design to support the current needs of users while remaining ADAPTABLE to future program changes without significant cost implications

- Plan for flexibility through identifying 'soft walls.'
- Preference for furniture solution over built-ins.
- Generalization over specialization of spaces.
- Planning for future flexibility of the site.

Create a workplace environment that instills PRIDE, encourages COLLABORATION, and improves EFFICIENCY

- Provide opportunities for cross-pollination.
- Provide both formal and informal collaboration spaces.
- Maintaining sound isolation where necessary.

CITY COMPREHENSIVE PLAN – HOW THE BUILDING RESPONDS

This Operations Center will embrace the guidelines of the City of Spokane's Comprehensive Plan. Relevant sections include:

- TR 8 Moving Freight

Identify a freight network that respects needs of businesses as well as neighborhoods. Maintain an appropriate arterial system map that designates a freight network that enhances freight mobility and operational efficiencies, and increases the city's economic health. The needs for delivery and collection of goods at businesses by truck should be incorporated into the freight network, and the national trend of increased deliveries to residences anticipated.

- 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.

- TR 16 Right-of-Way Maintenance

Keep facilities within the public rights-of-way well-maintained and clean year-round for the benefit of all while focusing on complete rehabilitation of streets on arterials, and maintenance work on both residential and arterial streets, using an integrated approach that incorporates all uses of the right of way to leverage dollars and gain greater community benefits.

- TR 18 Parking

Develop and administer vehicle parking policies that appropriately manage the demand for parking based upon the urban context desired.

- CFU 1.2 Operational Efficiency

Require the development of capital improvement projects that either improve the city's operational efficiency or reduce costs by increasing the capacity, use, and/or life expectancy of existing facilities.

- CFU 4.1 Compact Development

Promote compact areas of concentrated development in designated centers to facilitate economical and efficient provision of utilities, public facilities, and services.

- CFU 5.3 Stormwater

Implement a Stormwater Management Plan to reduce impacts from urban runoff.

- CFU 6.1 Community Revitalization

Provide capital facilities and utility services strategically in order to encourage and support the development of Centers and Corridors, especially in deteriorated areas of the city.

- 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.

- LU 5.3 Off-Site Impacts

Ensure that off-street parking, access, and loading facilities do not adversely impact the surrounding area.

- LU 5.5 Compatible Development

Ensure that infill and redevelopment projects are well-designed and compatible with surrounding uses and building types.

- 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.

- LU 10.2 Consistent Development Standards

Require utilities, roads, and services in the adjacent Urban Growth Area to be built to city standards.

Context Analysis

A CLOSER LOOK AT THE NEIGHBORHOOD

This building must fit into the neighborhood. In order to do that, analysis is key.

AERIAL VIEWS

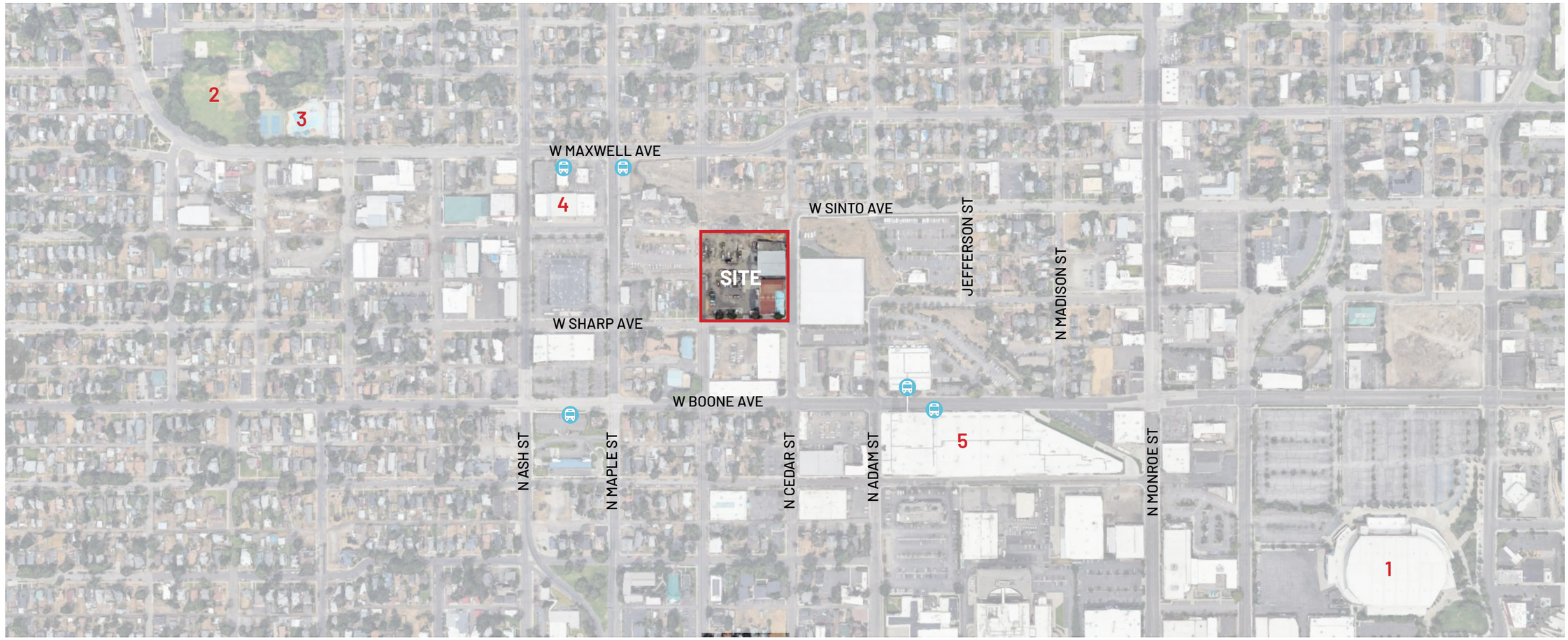
NORTH VIEW

EAST VIEW

SOUTH VIEW

WEST VIEW

VICINITY MAP



1 - SPOKANE AREA

2 - A.M. CANNON PARK

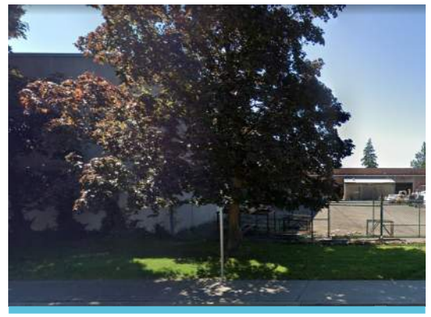
3 - A.M. CANNON AQUATIC CENTER

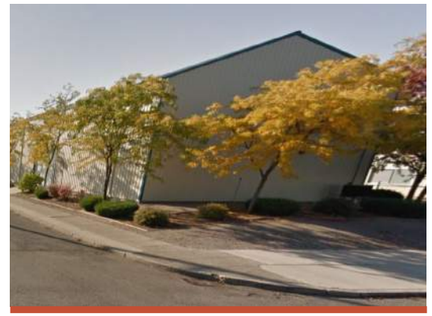
4 - GIRL SCOUTS OF EASTERN WASHINGTON

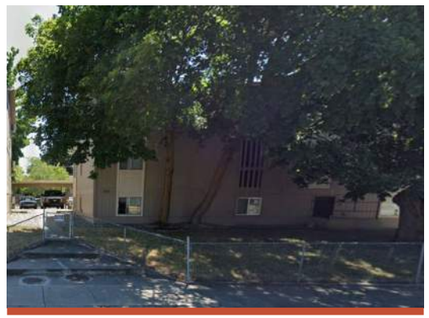
5 - SPOKANE TRANSIT - BOONE CAMPUS

SOUTH ALONG W SHARP AVE

KEY

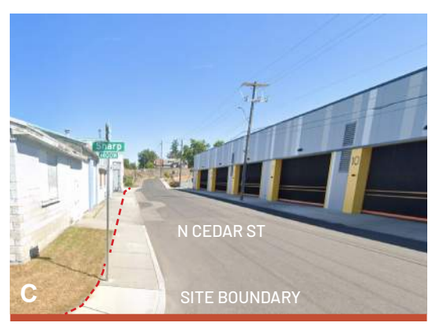




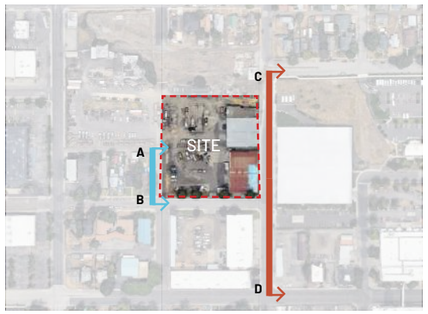


NORTH ALONG W SHARP AVE

KEY



EAST ALONG N WALNUT ST & N CEDAR ST



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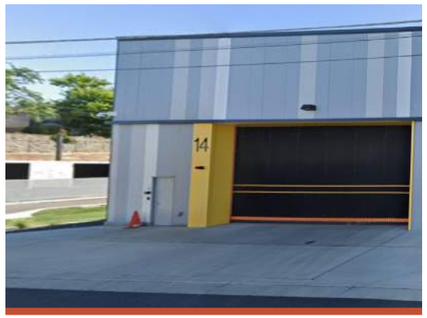
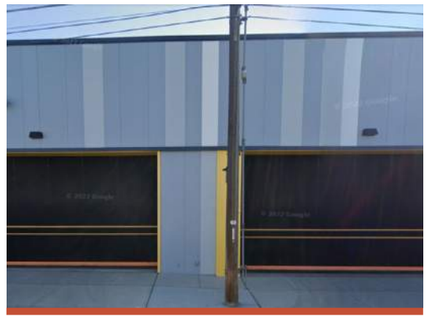
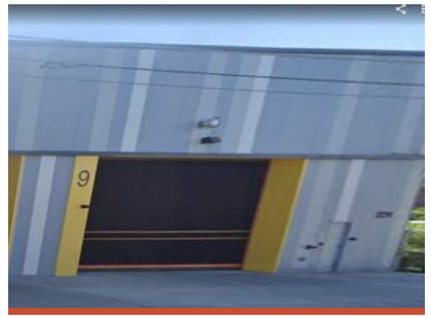
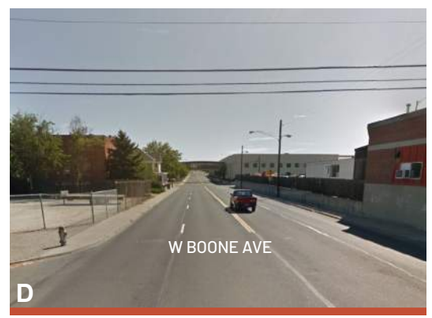








Site Analysis

LISTEN TO THE SITE

The project must consider the security and circulation of the site.

SITE ANALYSIS

LOOKING WEST

LOOKING NORTH

OUTDOOR STORAGE

EXISTING BUILDING - EAST SIDE

WEST ENTRY

NORTH-EAST SITE ENTRY

SITE ANALYSIS

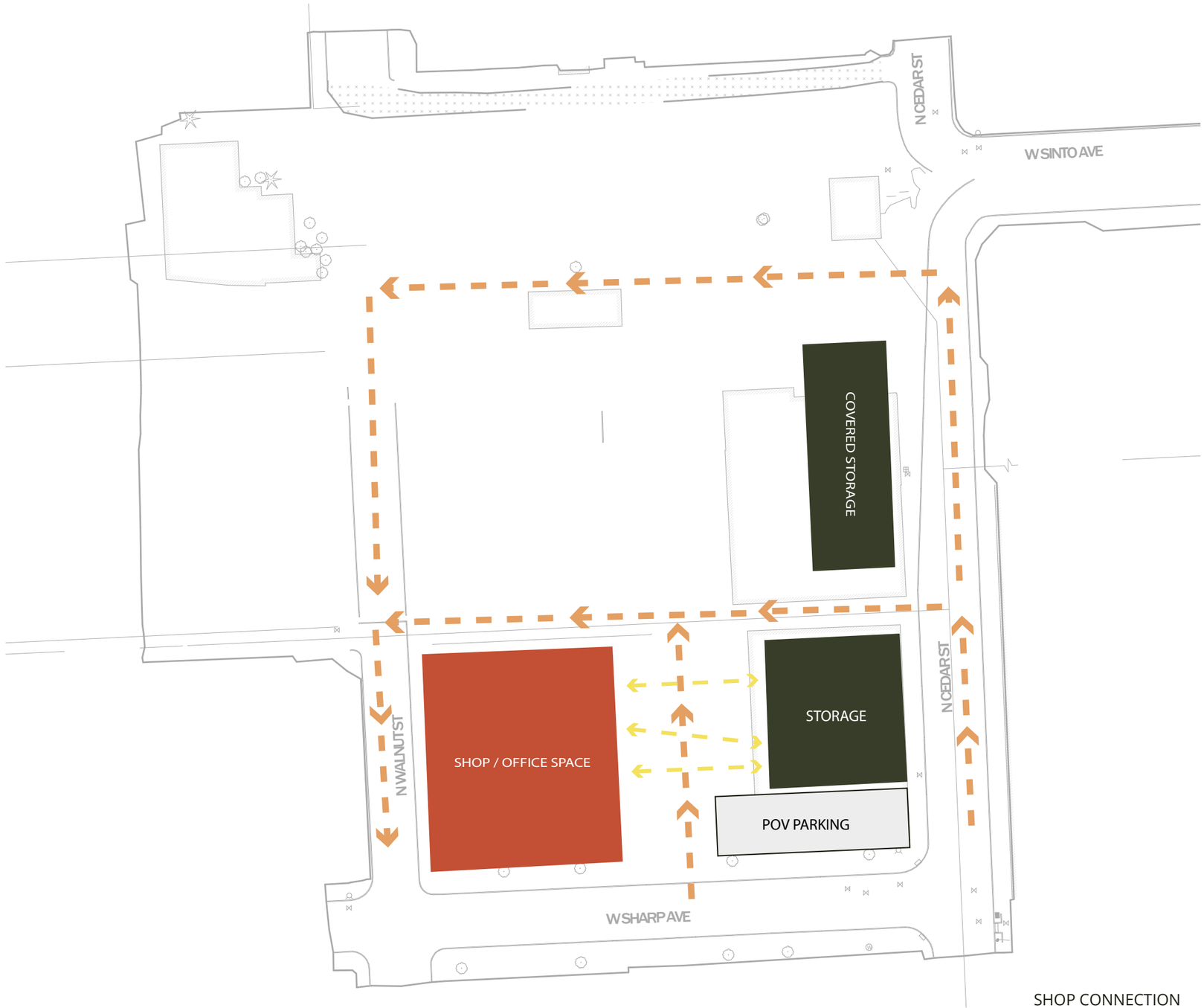
TRAFFIC - VEHICULAR

Road Closed to public via revoke-able license

TRAFFIC - PEDESTRIAN

VIEWS IN

GEOLOGY + EXISTING MATURE TREES



SHOP CONNECTION

EARLY SITE PLANNING

The initial site exploration was contained to the office and storage functions.

Considerations for locating the office and storage functions included entrance approach and access from Cedar and Walnut, staff access to exterior lay down space, access to stored materials and vehicular circulation.

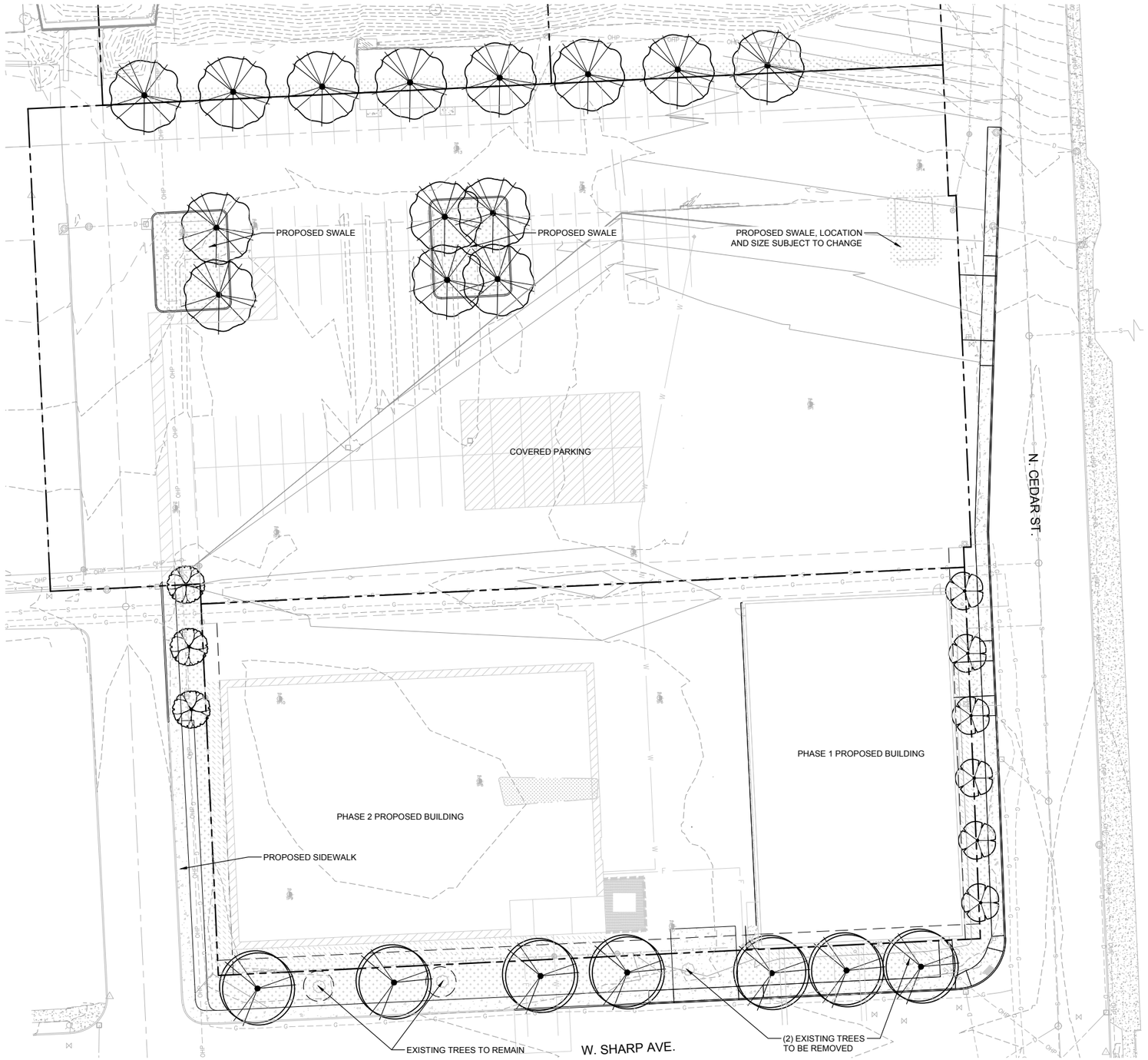
The sewer line running east/west and contaminated soils on the north side of the site also significantly impacted building size and location.

SITE PLAN

SITE APPROACH

The Spokane County Operations site is a flexible hub designed to seamlessly integrate a variety of essential services and functions for Spokane County. The site is organized to accommodate bridge crew fabrication shops, traffic signal shops, traffic signage shops, construction offices and materials testing labs, training activities, deliveries, and storage needs of Spokane County.

The key features of the site layout include covered and uncovered fleet parking areas, vehicle and pedestrian circulation, and storage areas to accommodate all current and future operations ensuring easy access for operational flexibility. A counterclockwise circulation pattern streamlines the logistics of the site by optimizing the flow of materials into and out of the site and reducing congestion. Service areas and delivery work areas provide dedicated spaces for each operational group on site and promotes efficiency and collaboration among the team members. Laydown areas are strategically located at the entrance to the site to facilitate organized unloading and storage of materials and equipment in a safe and flexible working environment. Separate parking and pedestrian pathways are provided for personal vehicles and foot traffic ensuring safety and convenience for staff on the site.



LANDSCAPE DATA TABLE

THE FOLLOWING TABLE IS PROVIDED FOR LANDSCAPE CALCULATIONS INDICATED IN THE CITY OF SPOKANE CODE 17C.200 LANDSCAPING AND SCREENING STANDARDS.

SITE ZONE:	LI: LIGHT INDUSTRIAL
SITE EXISTING USE:	COUNTY OPERATIONS SHOP AND YARD
SITE PROPOSED USE:	COUNTY OPERATIONS (NEW) SHOP AND YARD
ADJACENT ZONE:	LI: LIGHT INDUSTRIAL
ADJACENT USE:	LI: LIGHT INDUSTRIAL

REQUIRED LANDSCAPE BUFFERS

NORTH PROPERTY LINE: COUNTY PROPERTY

SOUTH PROPERTY LINE: 29TH AVE.

EAST PROPERTY LINE: NE, RSF: 8' WIDE, L1 BUFFER
SE, CC4: NO BUFFER

WEST PROPERTY LINE: CC4: NO BUFFER

STREET TREES: (SMC 17C.200.050) 2" CAL. @ 25' ON CENTER FOR SMALL TREES UNDER POWER LINES (MAX. HT. 25') AND COLUMNAR TREES. 30' FOR CANOPY TREES.

PARKING AREA LANDSCAPING (SMC 17C.200.040.F)

PARKING SPACES = 85
PARKING LOT TREES @ (1) PER 6 SPACES = 14
PARKING LOT TREES PROVIDED = 14

PARKING LOT BUFFER: N/A

CONCEPT PLANT SCHEDULE

CANOPY STREET TREE 25' AVERAGE SPACING	7
SMALL STREET TREE 25' AVERAGE SPACING (UNDER OVERHEAD POWER LINES)	3
PARKING AREA TREE ONE TREE PER (6) PARKING SPACES	14
COLUMNAR STREET TREES 25' AVERAGE SPACING	6
6' WIDE L2 SEE-THROUGH LANDSCAPE BUFFER	3,002 SF
L3 SITE LANDSCAPE	10,616 SF

N

HORIZONTAL SCALE
0 5 10 20
1" = 10 FEET

AHBL
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509.252.5019 TEL www.ahbl.com WEB

Project Title:

SPOKANE COUNTY P13430 PUBLIC WORKS OPERATIONS FACILITY

Client:

SPOKANE COUNTY
PUBLIC WORKS
1026 WEST BROADWAY AVE.
SPOKANE, WA 99260

Job No.

2230416.40

Issue Set & Date:

DRB
LANDSCAPE EXHIBIT
FEBRUARY 20, 2024

1 _____
2 _____
3 _____
4 _____

Revisions:

Sheet Title:

Designed by:	Drawn by:	Checked by:
KDA	KDA	KKC/CDA

Sheet No.

Concept

OPERATIONS CENTER

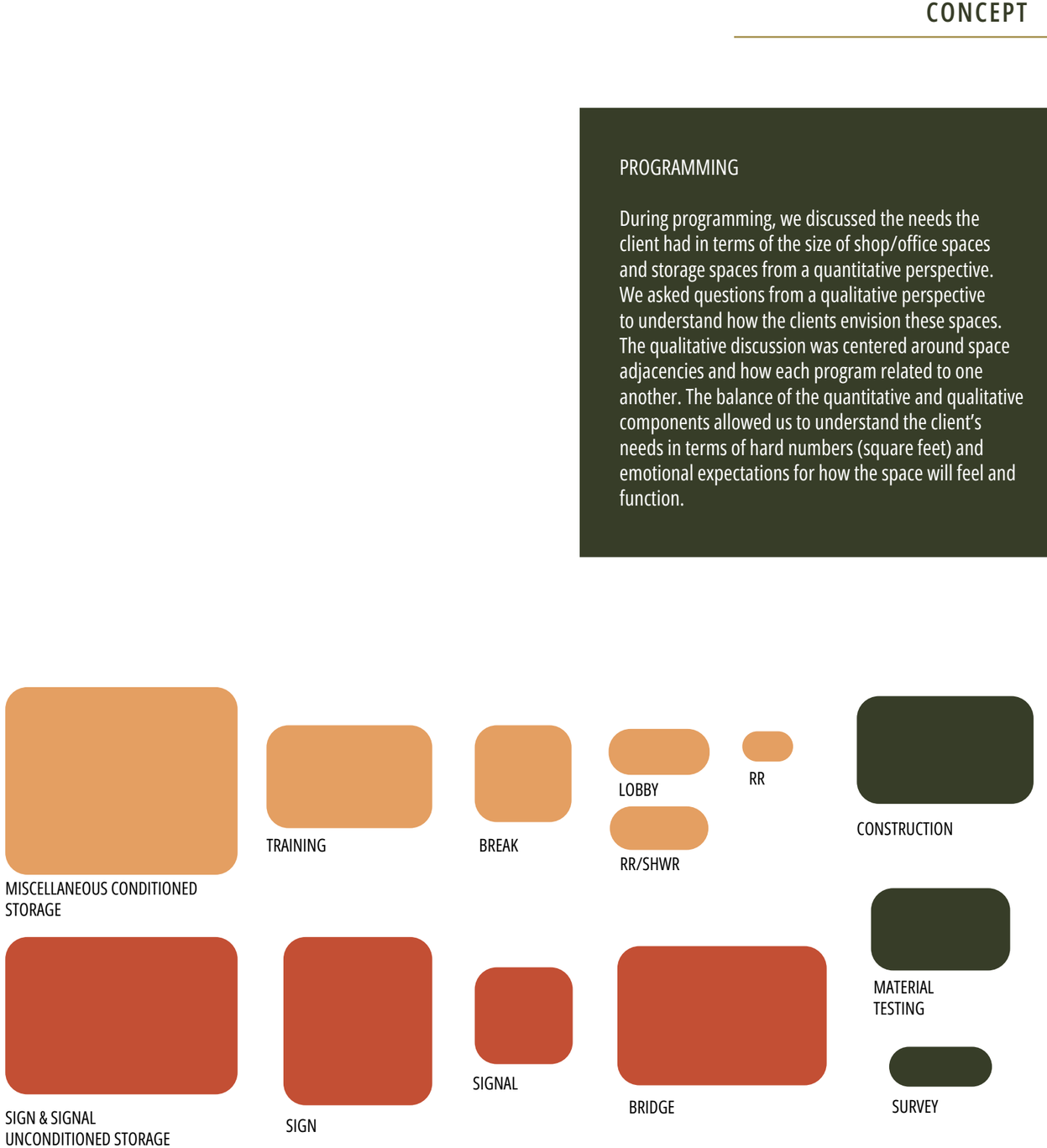
Numerous site layouts were studied with the county during predesign to understand the best ways to efficiently and effectively utilize the site. The existing buildings are situated on the east side of the asphalt and gravel lot which is flat but slopes upward toward the north end of the site. The new buildings will be positioned on the southeast and southwest corners of the site, creating a circulation path in between the two buildings out of the site. This position on the lot will ensure efficient flow of traffic in and out of the site while also encouraging a communicative relationship between the shop and storage programs.

SPOKANE COUNTY OPERATIONS - PROGRAM SPACE SUMMARY

SPACE ID	SPACE TITLE	TOTAL NET SQUARE FEET	Little Ed	
BRIDGE CREW				Break room?
	Office	200	169	Secure designated office space for supervisor and foreman.
	Crew Space	300	218	Space for Crew, 8-10 ppl, to meet in the mornings, neesd 1 computer station, bookshelves, whiteboard, TV/Monitor
	Shop	1,890	1,607	Workshop w/ adequate ventilation, electrical supply for assorted power tools, compressed air supply, lumber storage racks. Assembling area w/ tables and benches.
	Storage	0	1,600	need heated storage for paint, see common use
	Vehicle Storage	0	0	need heated storage for Vactor truck, see common use
	Paint Room	300	279	
		2,690	3,873	
ROAD MAINTENANCE				
	Office	0		Workstations for 3 crew members, meeting place for 3 crews
	Tool Shop	0		Dry indoor storage for small hand tools and signs, storage for 55-gallon solvents
		0		
SIGNAL SHOP				
	Open Office	700	864	Provide 84" monitor that can be used for future ITS monitoring, storage cabinets for small parts
	Coffe/Copy	90	0	Shared with Sign Shop
	Test Room	300	263	roll-up door to move signal cabinets in and out, needs sound isolation,
	Traffic	150	**152**	
	Storage Bay	1,350	**1,600**	interior UNCONDITIONED space, 1800sf of storage currenly
	Signal Bucket Truck Storage	0		See outdoor covered space
		2,590	2,879	
SIGN SHOP				
	Open Office / Layout Area	400	1,364	1 supervisor desk, space for morning meetings, counter for 8 staff w/ laptops, tables for sign assembly, sign roller table, compressed air needed
	Layout Area (see above)	900	0	
	Sign Storage	1,200	1,095	Conditioned space for blank sign storage, forklift accessible, need 14' OH door to outside and man door into layout area
	Copy Area	0	0	Shared with Signal Shop
	Dust Free Room	250	258	2 plotters, 2 computer stations, vinyl storage rack
	Traffic Counters Service Room	0	0	
	Striper Truck Bay (See common use)	0	0	heated, 14' OH door, catch basin in floor, hot water, sink, venitlation fan for running vehicle
	Storage Bay	2,000	**1,600**	Interior UNCONDITIONED space; 2 storage bays w/ 14' OH doors, crosswalk storage, 2000sf currently
		4,750	4,317	
CONSTRUCTION OFFICE				
	Office	1,200	**1,790**	3 manager desks, 9 employee desks, 10 hotelling stations for seasonal staff
	Copy/Library	150	**0**	
	Layout Area	150	0	large table w/ enough space to layout 4-6 full size drawing sets
	Small Conf Rm	180	**227**	needs video conferencing abilities
		1,680	2,017	
MATERIALS TESTING				ensure good sound isolation
	Private Office	150	**237**	Calibration activites to happen in private office, needs to be located away from nuclear guages
	Material Check-in	100	0	Counter to support (2-3) 100lb bags
	Processing/Testing	750	**1,127**	2 sinks with sediment traps, 4' man door to ext, OH door to accommodate forklift
	Nucelar Guage Room	100	125	locate away from people and 30' away from calibration room(verify acutaly distance requirments)
	Lab Trailer Storage (see common use)	0	0	~8'x15'
		1,100	1,489	
SURVEYING (part of construction office)				
	Office	200	0	Office area for 2, locker area for personnel and equipment
	Storage	150	**145**	
		350	145	
COMMON USE SPACES				
	Training Room	1,500	1,691	40-50 ppl w/ built-in screen / projector, audio system or big screeen TV's
	Trainig Office		128	
	Training Storage	120	**143**	sink and cabinets for event/facility prep and clean-up, storage for training equipment, props and
	Lunch/Break Room	900	0	
	Single Occupancy Restroom	80	0	
	Single Occupancy Restroom	80	0	
	Single Occupancy Shower / Toilet	100	90	
	Single Occupancy Shower / Toilet	100	0	
	Women's Restroom		191	
	Men's Restroom	200	**151**	
	Janitorial	120	38	
	Lobby	420	1,983	
	Elevator/Machine Room	0	0	
	Water, Fire Protection	120	**100**	
	Mech Room	300	180	
	Elec Room	300	180	
	IDF	0	**71**	
	Mezzanine for Parts/Records Storage	0	0	
	Msc. Conditioned Storage	4,000	4,000	Materials Testing Lab Trailer (~8'x15'), Sign (Striper truck, 50x40 (2000sf) for loading and storage), sweeper truck (stored elsewhere?), Bridge (Vactor Truck, Crane, Paint Storage)
	Additional Unconditioned Storage (New PEMB)	0	**2,404**	
		8,340	11,350	
OUTDOOR COVERED SPACE				
	Bridge Crew - Guard rail materials	3,000		Guard rail materials
	Sign / Signal Crews	2,000		Post and Used Sign Storage, 2700sf currently (does it all need to be covered?)
		5,000	0	
		21,500	26,070	
	70 % Bldg Efficiency	6,450	7,821	
		27,950	33,891	
	Outdoor Covered Storage	5,000	0	not included in building square footage

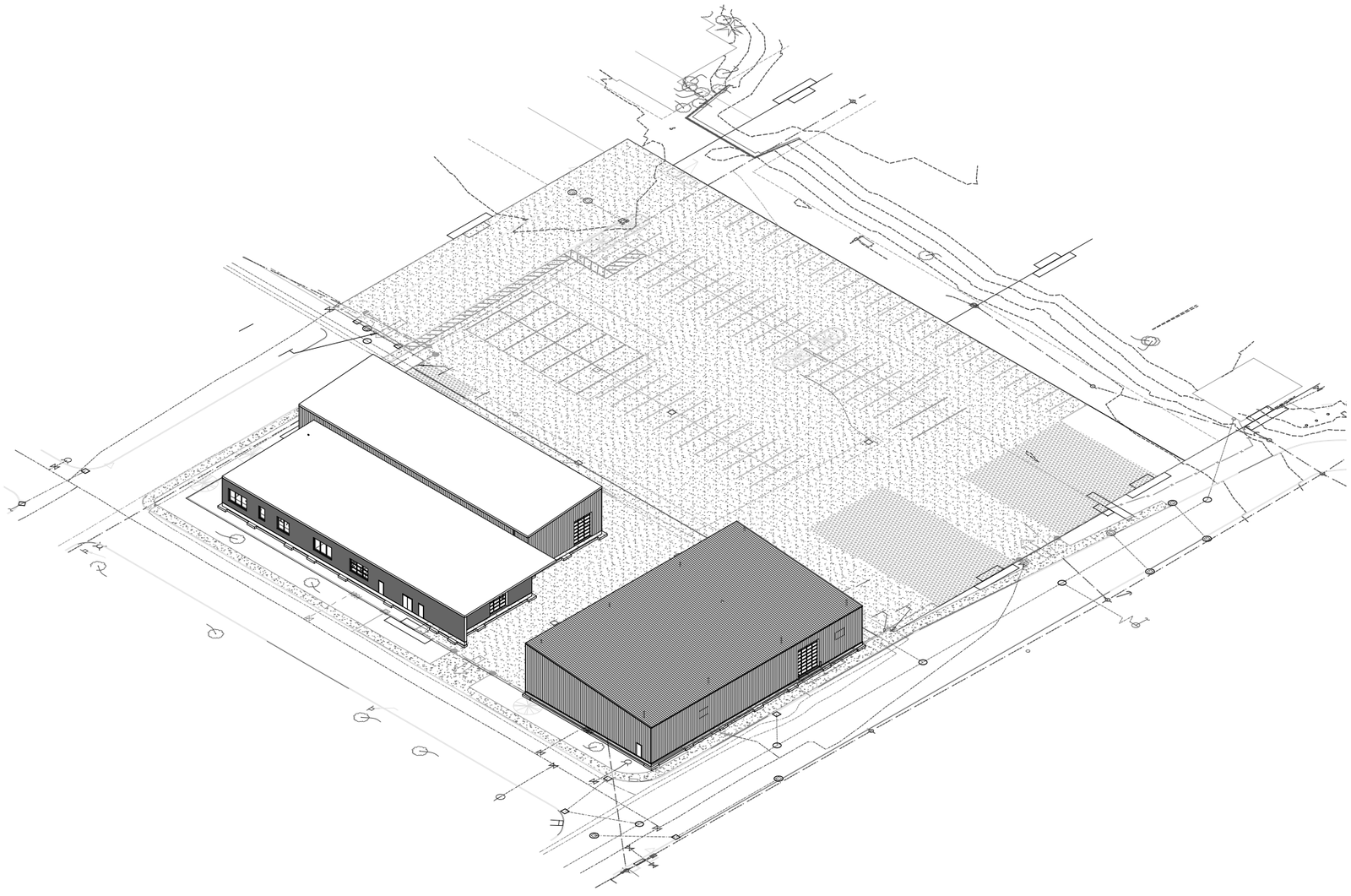
PROGRAMMING

During programming, we discussed the needs the client had in terms of the size of shop/office spaces and storage spaces from a quantitative perspective. We asked questions from a qualitative perspective to understand how the clients envision these spaces. The qualitative discussion was centered around space adjacencies and how each program related to one another. The balance of the quantitative and qualitative components allowed us to understand the client's needs in terms of hard numbers (square feet) and emotional expectations for how the space will feel and function.



PROGRAM SPACE LIST GRAPHIC BREAKDOWN

SE VIEW



MASSING

Storage:
Large open volume to provide for future flexibility

Office:
Individual office and shop spaces around a shared multi-use corridor

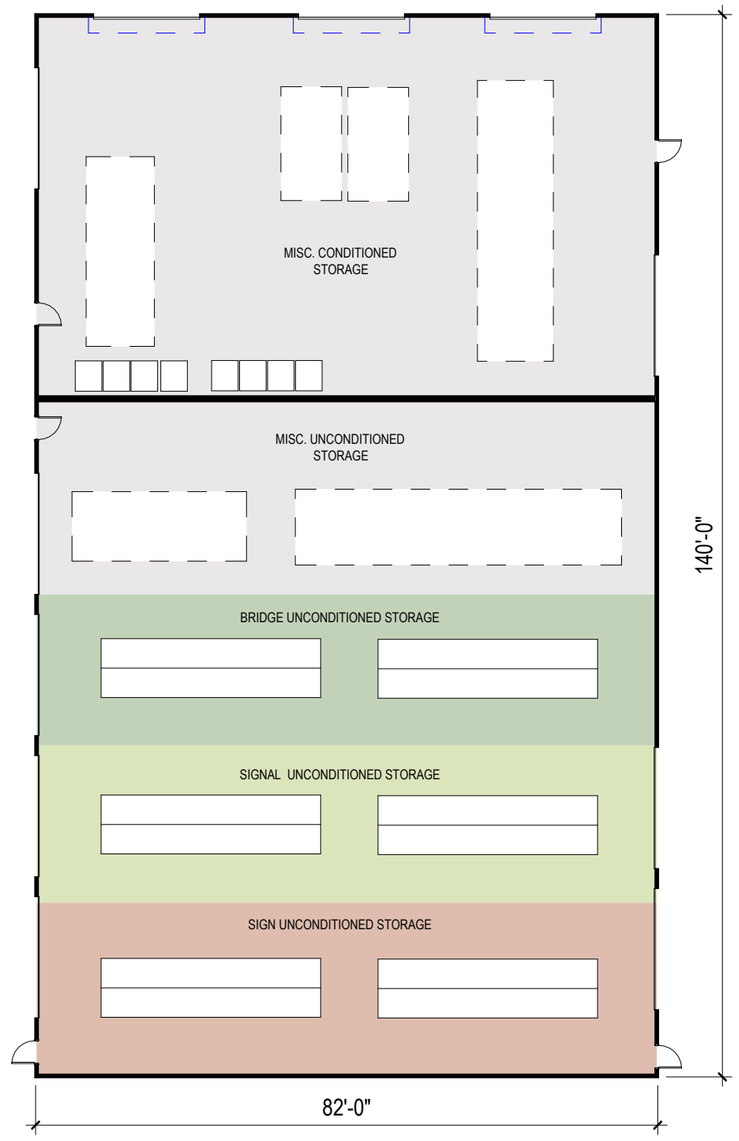
- Operational Efficiency
- Community Revitalization
- Collaboration

BUILDING PLAN

0 20' 40' 60'

SCALE : 1" = 20'-0"

OFFICE BUILDING - "LITTLE ED"



PEMB STORAGE BUILDING