



Spokane Plan Commission Agenda

Wednesday, March 13, 2024

2:00 PM

Hybrid - Council Briefing Center / Webex
808 W Spokane Falls Blvd, Spokane, WA 99201

Virtual Meeting Link - See Below For Information

TIMES GIVEN ARE AN ESTIMATE AND ARE SUBJECT TO CHANGE

Public Comment Period:

3 minutes each Citizens are invited to address the Plan Commission on any topic not on the agenda.

Commission Briefing Session:

2:00 – 2:20	1. Approve 2/28/2024 meeting minutes	All
	2. City Council Report	CM Kitty Klitzke
	3. Community Assembly Liaison Report	Mary Winkes
	4. President Report	Greg Francis
	5. Transportation Sub-Committee Report	Clifford Winger
	6. Secretary Report	Spencer Gardner
	7. Approval of current agenda	

Workshops:

2:00 – 2:20	1. Meeting Briefing	Plan Commission
2:20 – 2:35	2. Plan Commission Rules of Procedure	Spencer Gardner
2:35 – 3:15	3. South Logan TOD Implementation Review	KayCee Downey
3:15 – 3:45	4. DivisionConnects/STA 2035 Plan	Karl Otterstrom
3:45 – 4:00	5. Transition to Chambers	

Hearing:

4:00 - 6:00	Paper Cuts Q1 2024 Proposed amendments to: Paper Cuts Q1 2024 Proposed amendments to: SMC 17A.020.020 , SMC 17A.020.030 , SMC 17A.020.080 , SMC 17C.120.110 , SMC 17C.190.450 , SMC 17C.200.050 , SMC 17D.010.020 , SMC 17G.020.040 , SMC 17G.061.320 , SMC 17G.070.030 , SMC 17H.010.130 , SMC 17C.122.070 , SMC 17C.122T.001 , SMC 17G.061.010	Jackie Churchill
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Adjournment: The next PC meeting will be held on Wednesday, March 27, 2024

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 Council Briefing Center in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and also is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) through the meeting organizer. 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 Risk Management through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

Plan Commission Meeting Information

Wednesday, March 13, 2024

Plan Commission will be held in a hybrid in-person / virtual format. Members of the public are welcome to attend in person at City Hall or online using the following information.

Meeting Password: PlanCommission	Join Webex Meeting Online: JOIN MEETING Tap to join from a mobile device (attendees only) +1-408-418-9388,,1462059622## United States Toll Join by phone +1-408-418-9388 United States Toll
Meeting Number (access code): 146 205 9622	Global call-in numbers: https://spokanecity.webex.com/spokanecity/j.php?MTID=mfee079ed306aae0479e5bb4a317fe6c0 Join from a video system or application: Dial 1462059622@spokanecity.webex.com You can also dial 173.243.2.68 and enter your meeting number.

How to participate in virtual public testimony:

Sign up to give testimony by clicking on the button below. This will take you to an online google form where you can select the hearing item on which you wish to give testimony.

[SIGN UP](#)

The form will be **open until 1:00 p.m.** on March 13, 2024. Hearings begin at 4:00 p.m. When it is your turn to testify, Plan Commission President will call your name and you can begin your testimony. You will have 3 minutes to speak.

Please note that public comments will be taken during the meeting, but the public is encouraged to continue to submit their comments or questions in writing to:

plancommission@spokanecity.org

The audio proceedings of the Plan Commission meetings will be recorded, with digital copies made available upon request.

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Plan Commission & Committees

Upcoming Agenda Items

March 27, Plan Commission (90 minutes available) Hybrid		
Housing Work Group		
1:00 – 1:30	Canceled	
Workshop		
Time	Item	Presenter
2:00 – 4:00	Plan Commission Retreat in Hillyard – NO HEARINGS	Spencer Gardner

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Spokane Plan Commission - Draft Minutes

Wednesday, February 28, 2024

Webex Teleconference

Meeting Minutes: Plan Commission Workshop called to order at 2:00 pm by Greg Francis

Attendance for Plan Commission Workshop:

- Board Members Present: Greg Francis (President), Ryan Patterson (Vice President), Clifford Winger, Tim Williams, Carole Shook, Kris Neely, Todd Beyreuther
- Board Members Not Present: Jesse Bank, Michael Baker
- Non-Voting Members Present: *None*
- Non-Voting Members Not present: Mary Winkes (Community Assembly Liaison), Council Member Kitty Klitzke
- *Quorum Present: Yes*
- Staff Members Present: Spencer Gardner, Angie McCall, Ryan Benzie, Kevin Freibott, James Richman, Tim Thompson, Jackie Churchill, Della Mutungi, Marlene Feist

Public Comment: Citizens are invited to address the Plan Commission on any topic not on the agenda. 3 Minutes each.

- Paul Kropp asked when the commission will entertain public comment on its rules if and when it might do so. Attorney James Richman stated that the procedures are an internal matter and therefore there is no public comment. Director Gardner stated that any written public comments (including Mr. Kropp's) have been distributed to the Plan Commission. In addition, any future written public comments will be distributed to the Plan Commission.

Minutes: Minutes from 2/14/2024 approved unanimously.

Briefing Session:

1. **City Council Liaison Report - CM Kitty Klitzke**
 - *None - Absent*
2. **Community Assembly Liaison Report - Mary Winkes**
 - *None - Absent*
3. **Commission President Report - Greg Francis**
 - President Greg Francis did not have a report at this time but deferred to Todd Beyreuther to report on what is happening legislatively. Todd relayed that the TOD bill has apparently died and the Neighborhood Café is coming back to the floor and supposedly being restored back to the House bill or with amendments being brought back to preemptive. He also stated that 2071 went through which was important for the Building Code Council to bring the residential code up to six units. They are going to push the six-story, single stair, with their hopes of capturing most of this bill at the same time.
4. **Transportation Subcommittee Report - Clifford Winger**
 - Cliff Winger did not have a report as the PCTS did not meet. The next meeting will be on March 5, 2024.
5. **Secretary Report - Spencer Gardner**
 - Spencer Gardner reported that on March 27th which is the next scheduled Plan Commission meeting in March, will be held off-site as a sort of retreat. We will be meeting in various locations in Hillyard with tentatively starting at the Northeast Community Center. The focus will be on the Hillyard Neighborhood Plan and the work that is going on there.

Current Agenda: The current agenda was approved unanimously.

Workshop(s):

- **Paper Cuts Q1 2024**

Proposed Amendments to:

SMC 17A.020.020, SMC 17A.020.030, SMC 17A.020.080, SMC 17C.120.110, SMC 17C.190.450, SMC 17C.200.050, SMC 17D.010.020, SMC 17G.020.040, SMC 17G.061.320, SMC 17G.070.030, SMC 17H.010.130, SMC 17C.122.070, SMC 17C.122T.001, SMC 17G.061.010

- Presentation provided by staff member Jackie Churchill.
- Questions asked and answered.
- Discussion ensued.

- **Plan Commission Rules of Procedure**

- Presentation provided by Spencer Gardner.
- Questions asked and answered.
- Discussion ensued.

Workshop Adjourned at 4:03 PM.

Next regularly scheduled Plan Commission Meeting is on Wednesday, March 13, 2024

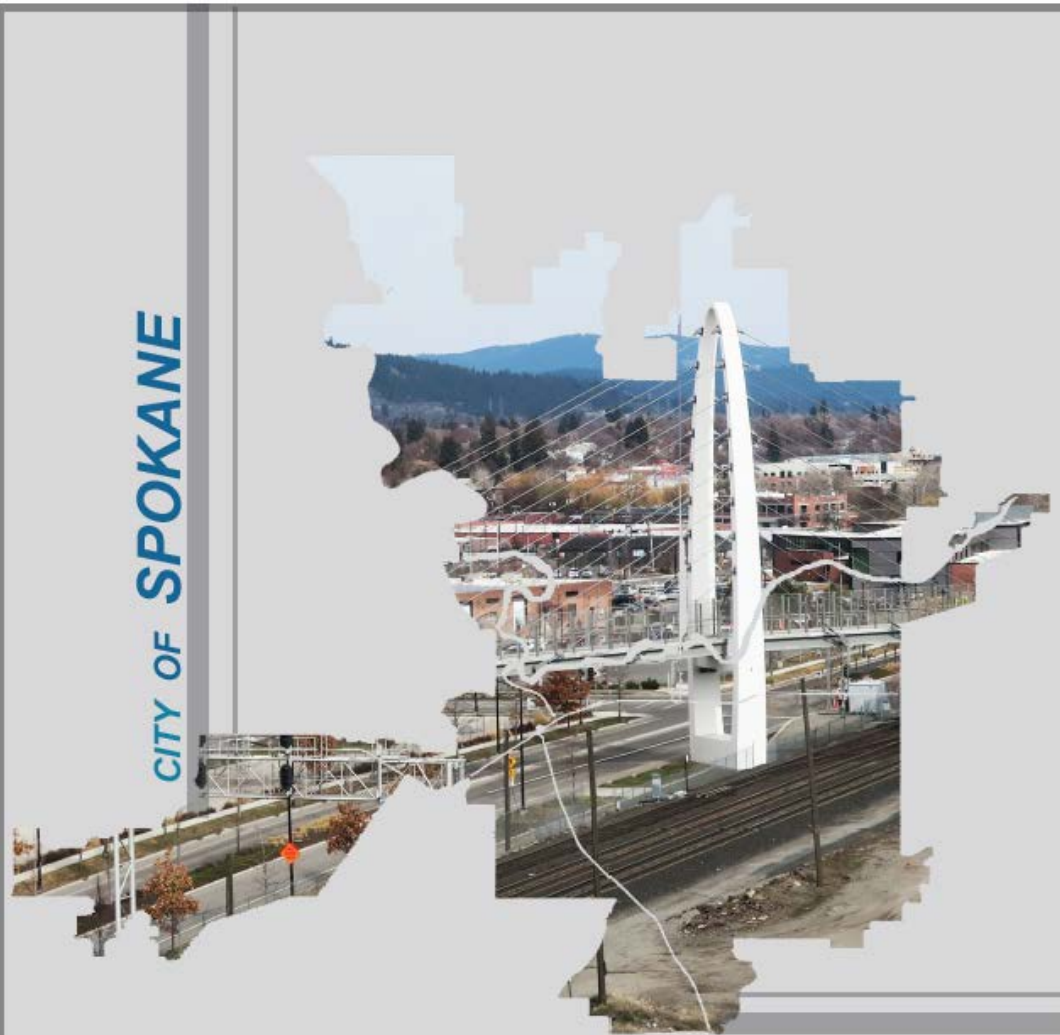
Spokane Plan Commission - PCTS

Kick-off / Introduction –
6-year Street Program
Update – 2025-2030
March 5, 2024

Kevin Picanco, P.E.

Principal Engineer

Integrated Capital Management



2025-2030
Six Year Comprehensive
Street Program

Today's Discussion

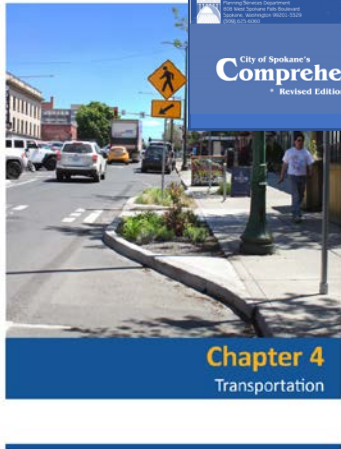
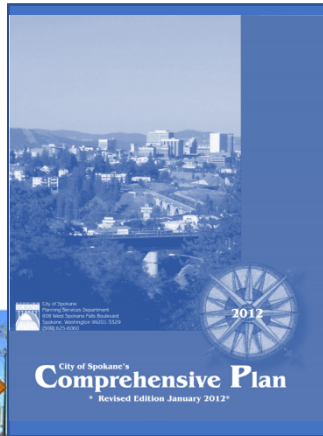
- Program Overview / Schedule
- Completed Projects
- New Projects Added to the Program
- Comp Plan Consistency Review
 - No Action Today
- Next Steps



The City of Choice

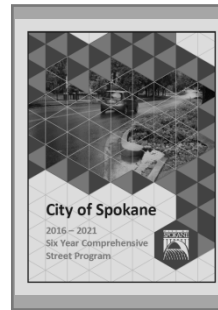
Role of the 6-Year Program

Comp Plan

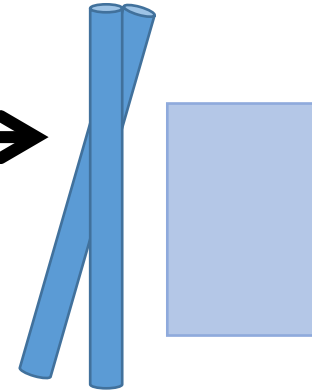


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6 Year



Design &
Construction



- Mandatory annual update. Adoption required by July 1 of each year by State law.

- ✓ New projects coming in
- ✓ Completed projects coming out
- ✓ Content updates

Schedule / Next Steps – *Subject to Change*

- Jan 26 – Council Study Session – Intro
- Feb 14 – Plan Commission Intro
- Feb 29 – Council Study Session #2
- **Mar 5 – PCTS Workshop – Comp Plan Consistency Review**
- **Apr 2 – PCTS Workshop - Consistency Review - Recommendation**
- Apr 10 – Plan Comm. Consistency Review Workshop
- Apr 15 or May 20 – PIES - Draft Program
- May 8 – Plan Comm. Consistency Review & Hearing
- June 3 – Council Briefing – Present Draft Program
- June 17 – Council Hearing for Approval
- Early July – Submit Adopted program to WSDOT and SRTC



Completed Capital Projects - Removed from Program

- Driscoll/Alberta/Cochran Sidewalk
- South Gorge Trail Connection
- Division St. Pedestrian Hybrid Beacons *
- TJ Meenach Drive
- Maple St. Bridge Deck Rehabilitation
- Maple/Ash Chip Seal – NW Blvd. to Rowan *
- Haven St. Grind & Overlay – Market to Market *
- Haven St. Sidewalk – Heroy to Rockwell *

* Project bid and contract awarded in 2023,
construction in 2024.



New Project Summary

- 9 New Projects Added to the Program - Preliminary
 - 7 New Grant Awards - \$22M+

New Projects from Reconstruction Matrix?

- No Additional Full Reconstruction Projects Proposed Due to Funding Constraints



New Projects Added to the Program

- Safe Streets for Spokane – (*SS4A Fed grant*)
- Bridge Deck Preservation Bundle
Green/Freya/Havana (*WSDOT Local Bridge Program-Fed grant*)
- Wellesley Ave. Chip Seal (*SRTC Preservation – Fed grant*)
- Washington/Stevens St.- 9th to 3rd G&O (*SRTC Preservation–Fed grant*)
- 3rd Ave. – Monroe to Division G&O (*SRTC Preservation–Fed grant*)
- 3rd Ave. – Walnut to Stevens & Stevens St. – 8th to 3rd G&O
(*NHS Asset Management WSDOT/Fed*)
- Sprague Ave. – Freya to Havana & Alki/Broadway – Freya to Havana G&O (*NHS Asset Management WSDOT/Fed*)



New Projects Added to the Program (con't)

- 16th / 17th / Grandview
- Rockwood Blvd. - Grand to Cowley

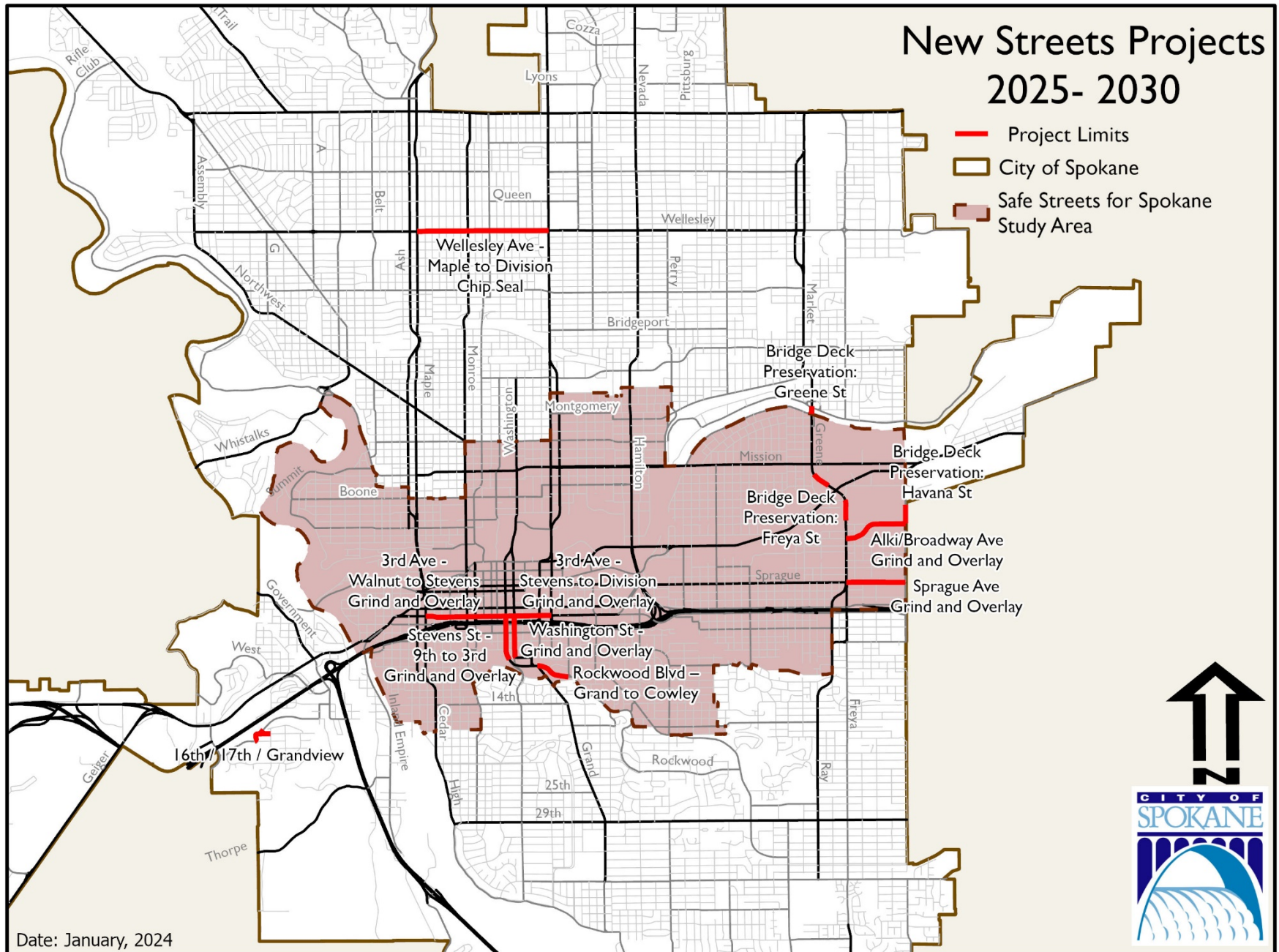
Honorable Mention

- North Hillyard Sidewalk Infill



STREET PROGRAM RECONCILIATION SHEET							
(Comparing 2025-30 against 2024-29 6yr. Program)							
New Projects Added to Six-Year Program (2025-2030)							
Section/ Funds/ CN Year	Project Name	Project Description	Purpose Statement	Project Phase Fully Funded			Cost Estimate
				Planning	Design	Constr.	
<i>Pedestrian & Bikeways</i> 2025 - 2027	Safe Streets for Spokane	Bike and Pedestrian improvements in the downtown core, North Bank, West Central, Logan and East Central neighborhoods. Work includes, bike lanes, bike/ped crossing improvements, sidewalk infill, stairwell replacement and related safety improvements.	Improve bike and pedestrian safety. Address gaps in the active transportation network. Improve access to transit.	Yes	Yes	Yes	\$12.0M
<i>Bridge</i> 2026	Bridge Deck Preservation Bundle - Greene, Freya (x2), Havana	Bridge deck surface rehabilitation and preservation.	Bridge deck mainteance and preservation to protect the bridge structure, extend bridge life and delay need for more costly rehabilitation.	n/a	Yes	Yes	\$4.7M
<i>Capital Improvements</i> 2025	Wellesley Ave. Chip Seal - Maple to Division.	Pavement preservation via chip seal coat.	Preserve and extned the life of the pavement surface.	n/a	Yes	Yes	\$600 k
<i>Capital Improvements</i> 2025 / 26	Washington / Stevens - 9th to 3rd Grind & Overlay	Pavement rehabilitation and preservation. Asphalt grind and overlay, pavement repair and ADA ramps.	Rehabilitate the asphalt pavement surface and extend the life of the pavement structural section.	n/a	Yes	Yes	\$2.0M
<i>Capital Improvements</i> 2025 / 26	3rd Ave. - Monroe to Division Grind & Overlay	Pavement rehabilitation and preservation. Asphalt grind and overlay, pavement repair and ADA ramps.	Rehabilitate the asphalt pavement surface and extend the life of the pavement structural section.	n/a	Yes	Yes	\$1.7M
<i>Capital Improvements</i> 2025 / 26	3rd Ave. - Walnut to Stevens; Stevens St. - 8th Ave. to 3rd Ave. Grind & Overlay	Pavement rehabilitation and preservation. Asphalt grind and overlay, pavement repair and ADA ramps.	Rehabilitate the asphalt pavement surface and extend the life of the pavement structural section.	n/a	Yes	Yes	\$3.7M
<i>Capital Improvements</i> 2026	Sprague Ave. - Freya to Havan; Alki/Broadway - Freya to Havana Grind & Overlay	Pavement rehabilitation and preservation. Asphalt grind and overlay, pavement repair and ADA ramps.	Rehabilitate the asphalt pavement surface and extend the life of the pavement structural section.	n/a	Yes	Yes	\$3.8M
<i>Capital Improvements</i> 2026	Grandview / 16th / 17th	Street realignment and reconstruction. Integrated project with planned water and wastewater improvements.	Realign the Grandview / 16th / 17th Ave. corrdiro for improved alignment and to meet City standards.	n/a	Yes	Yes	\$900 k
<i>Capital Improvements</i> 2026	Rockwood Blvd. - Grand to Cowley Grind & Overlay	Pavement rehabilitation. Asphalt grind and overlay, pavement repair and ADA ramps. Integrated project with planned water line improvements.	Rehabilitate the asphalt pavement surface and extend the life of the pavement structural section.	n/a	Yes	Yes	\$1.53M
Honorable Mention							
Section	Project Name	Comment	Status				
<i>Pedestrian & Bikeways</i> 2025/26	North Hillyard Sidewalk Infill	Sidewalk infill. Central Ave. to Francis Ave. and Lacey St. to Haven St. Funded through the TIB-Sidewalk program.	Fully funded; design to begin 2024/25. Construction in 2025 or 2026.	n/a	Yes	Yes	\$900k
Projects Completed or Removed from Six-Year Program							
Section	Project Name	Comment	Status				
<i>Bridge</i>	Maple St. Bridge Deck Rehab		Completed in 2023				
<i>Capital Improvements</i>	TJ Meenach Dr.		Completed in 2023				
<i>Capital Improvements</i>	Maple / Ash Chip Seal - NW Blvd. to Rowan		Complete in 2024				
<i>Capital Improvements</i>	Haven St. Grind & Overlay		Complete in 2024				
<i>Pedestrian & Bikeways</i>	Driscoll/Alberta/Cochrane Sidewalk		Complete in 2024				
<i>Pedestrian & Bikeways</i>	South Gorge Trail Connection		Complete in 2024				
<i>Pedestrian & Bikeways</i>	Division St. Ped Hybrid Beacon		Complete in 2024				
<i>Pedestrian & Bikeways</i>	Haven St. Sidewalk - Heroy to Rockwell		Complete in 2024				

New Projects Added to the 6-year Streets Program



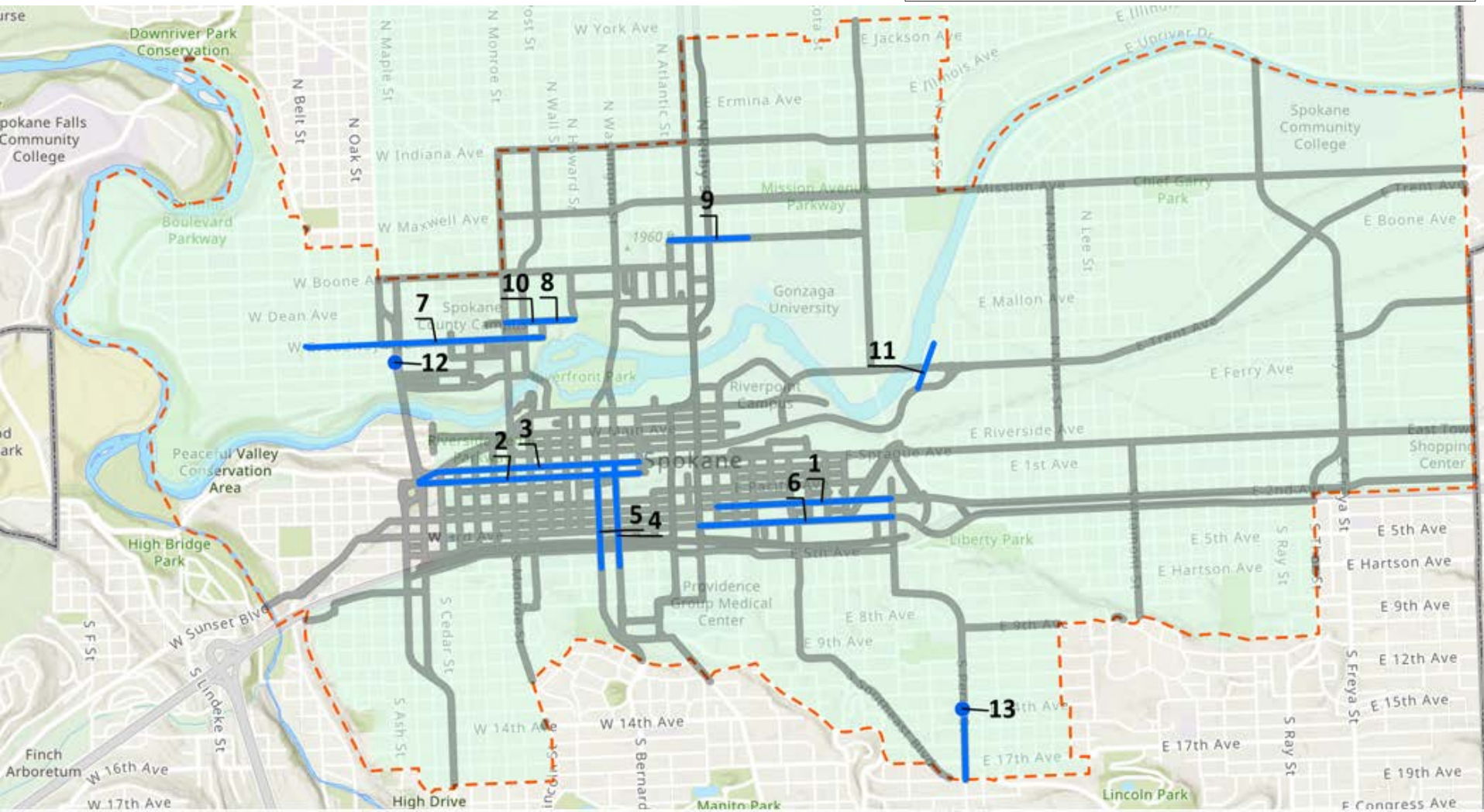
Safe Streets for Spokane

Total Project Cost: \$12.0 M

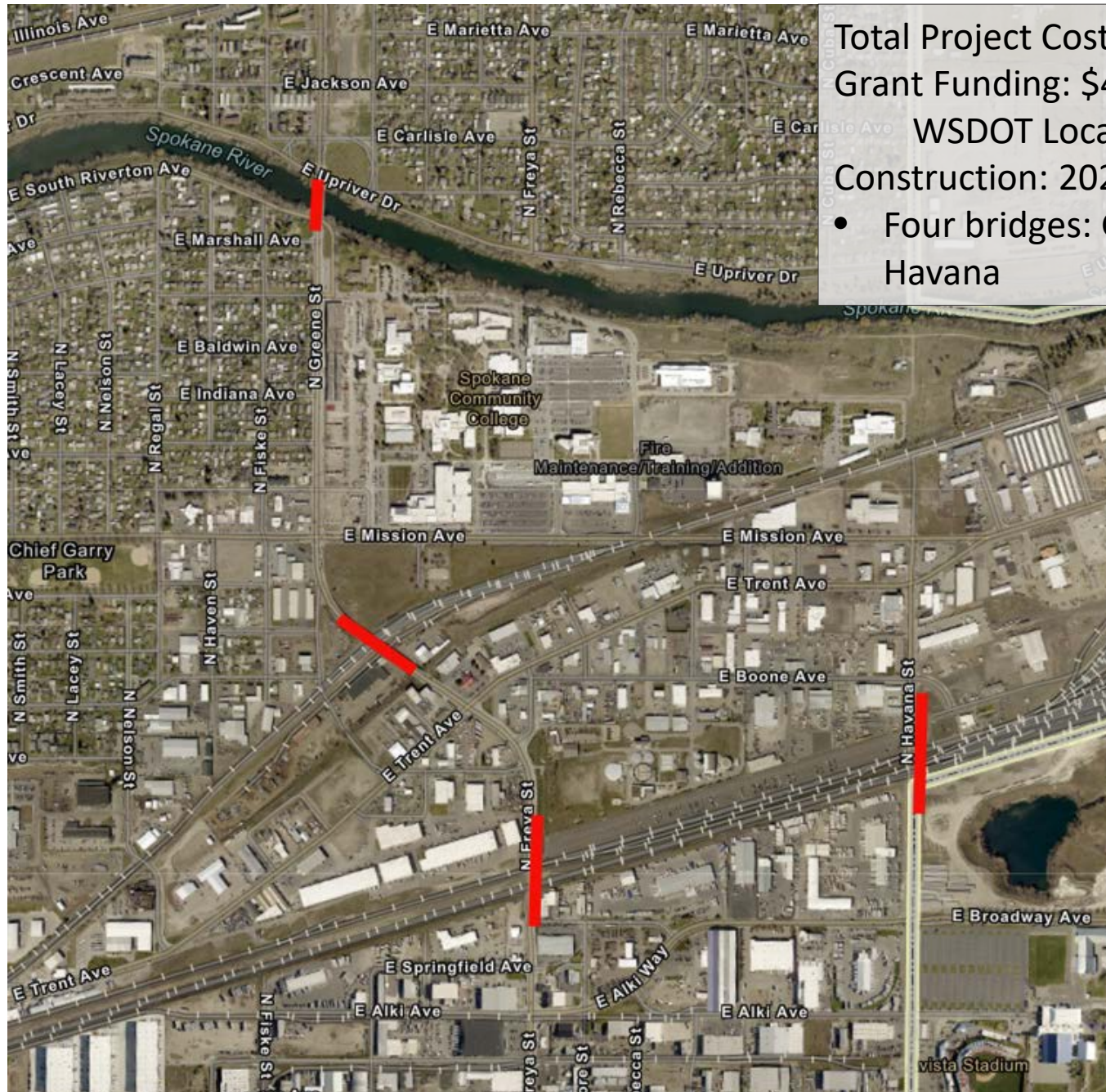
Grant Funding: \$9.6 M

Safe Streets for All Grant - Fed
Construction: 2026-2027

- Multiple Const packages
- Additional scoping to occur



Bridge Deck Preservation Bundle



Total Project Cost: \$4.7 M

Grant Funding: \$4.7 M

WSDOT Local Bridge Program- Fed

Construction: 2026

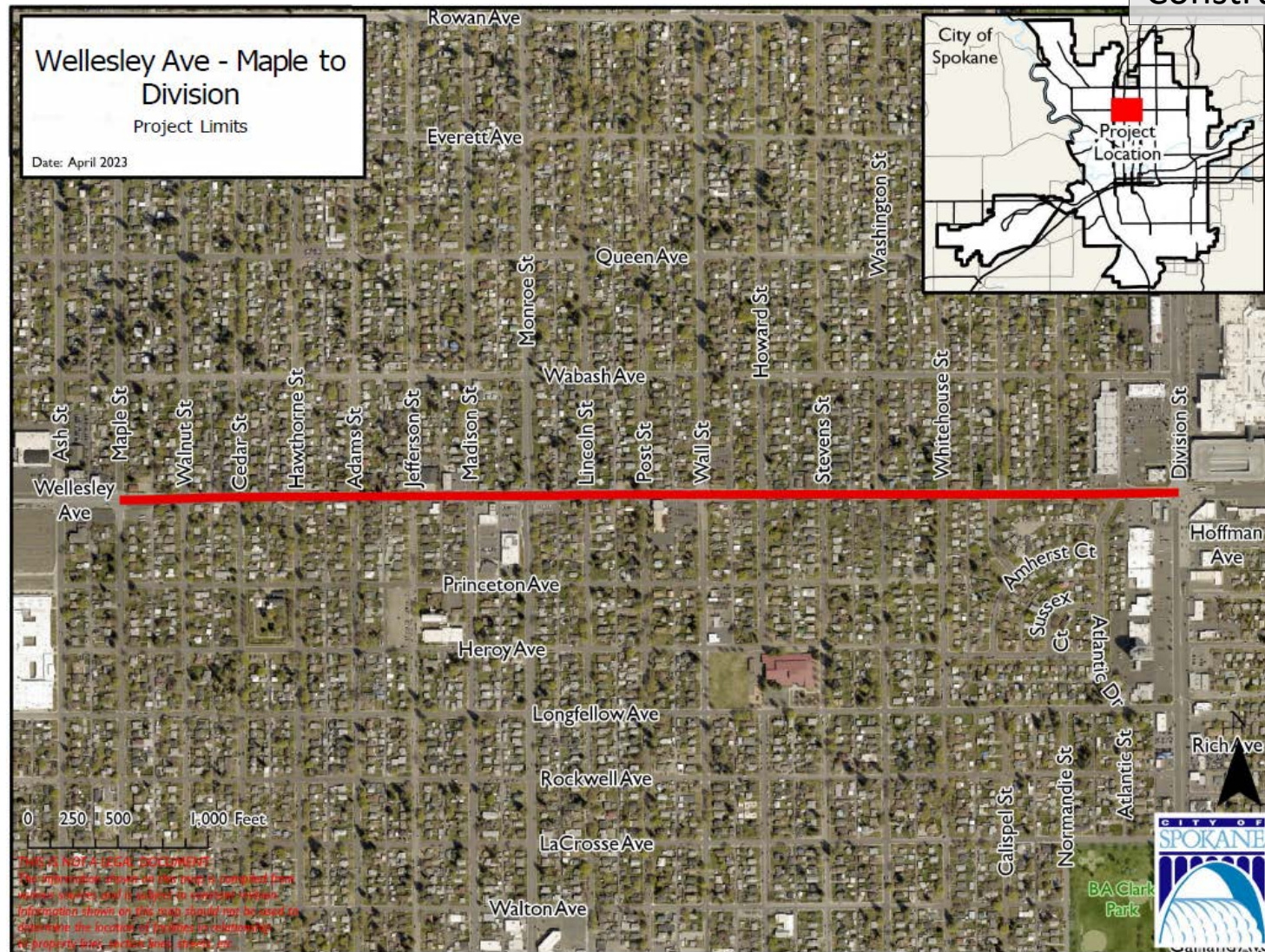
- Four bridges: Greene, Freya x2, Havana

Wellesley Ave. Chip Seal – Maple to Division

Total Project Cost: \$577,000
Grant Funding: \$433,000
SRTC Preservation - Fed
Construction: 2025

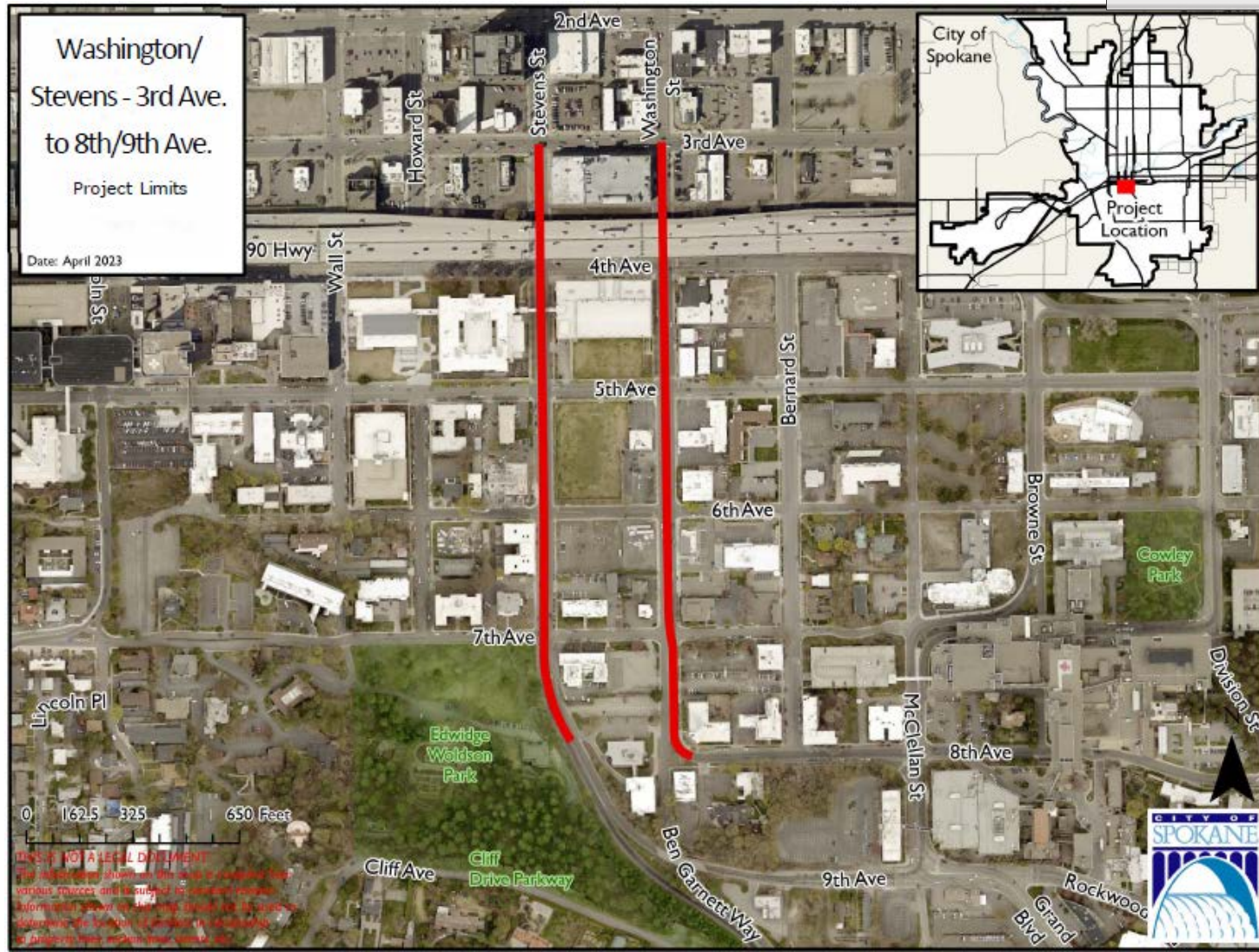
Wellesley Ave - Maple to Division Project Limits

Date: April 2023



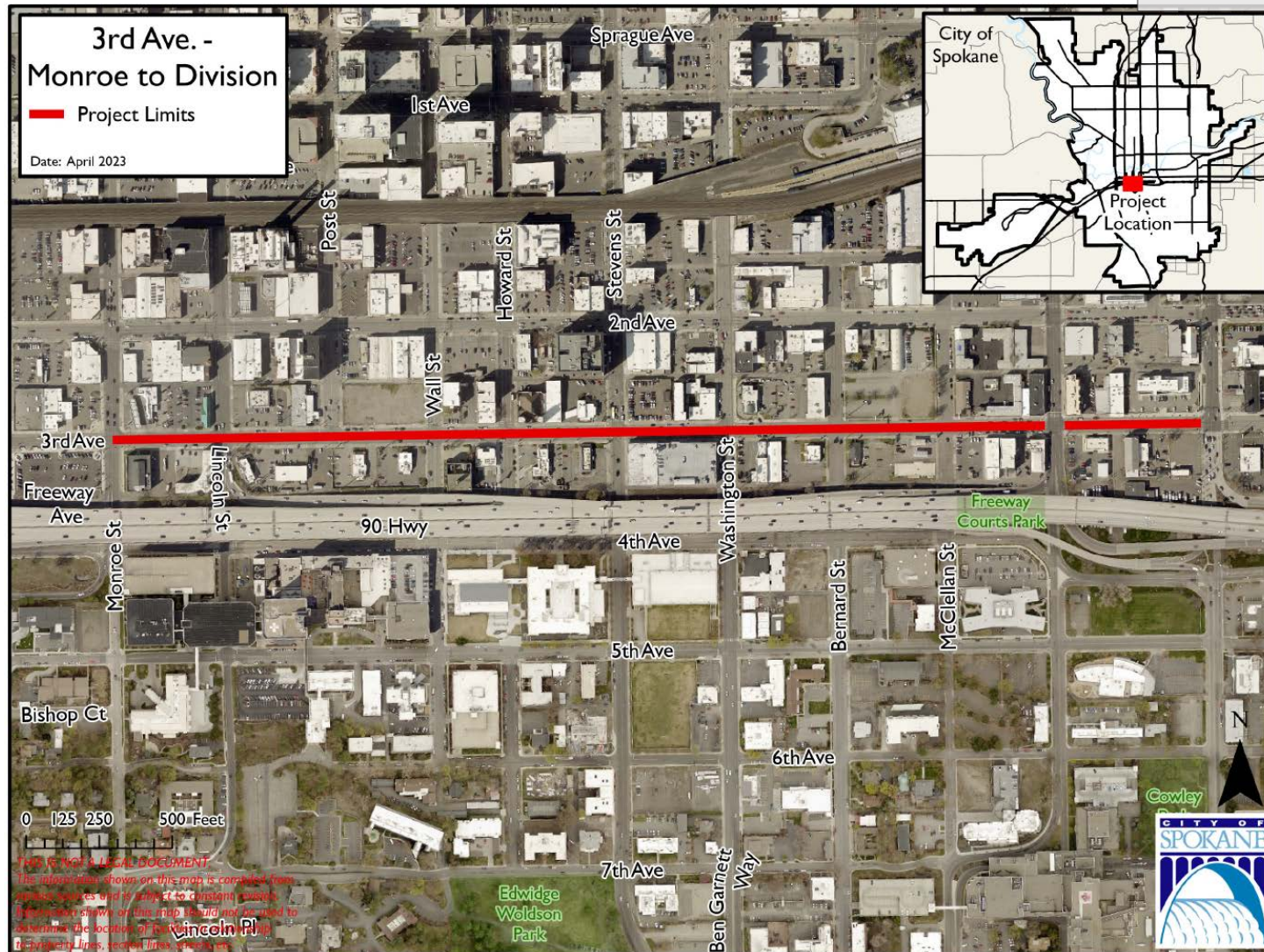
Washington/Stevens – 9th to 3rd Grind & Overlay

Total Project Cost: \$2.0M
Grant Funding: \$1.5M
SRTC Preservation - Fed
Construction: 2025 or 26



3rd Ave. – Monroe to Division Grind & Overlay

Total Project Cost: \$1.65M
Grant Funding: \$1.1M
SRTC Preservation - Fed
Construction: 2025 or 26



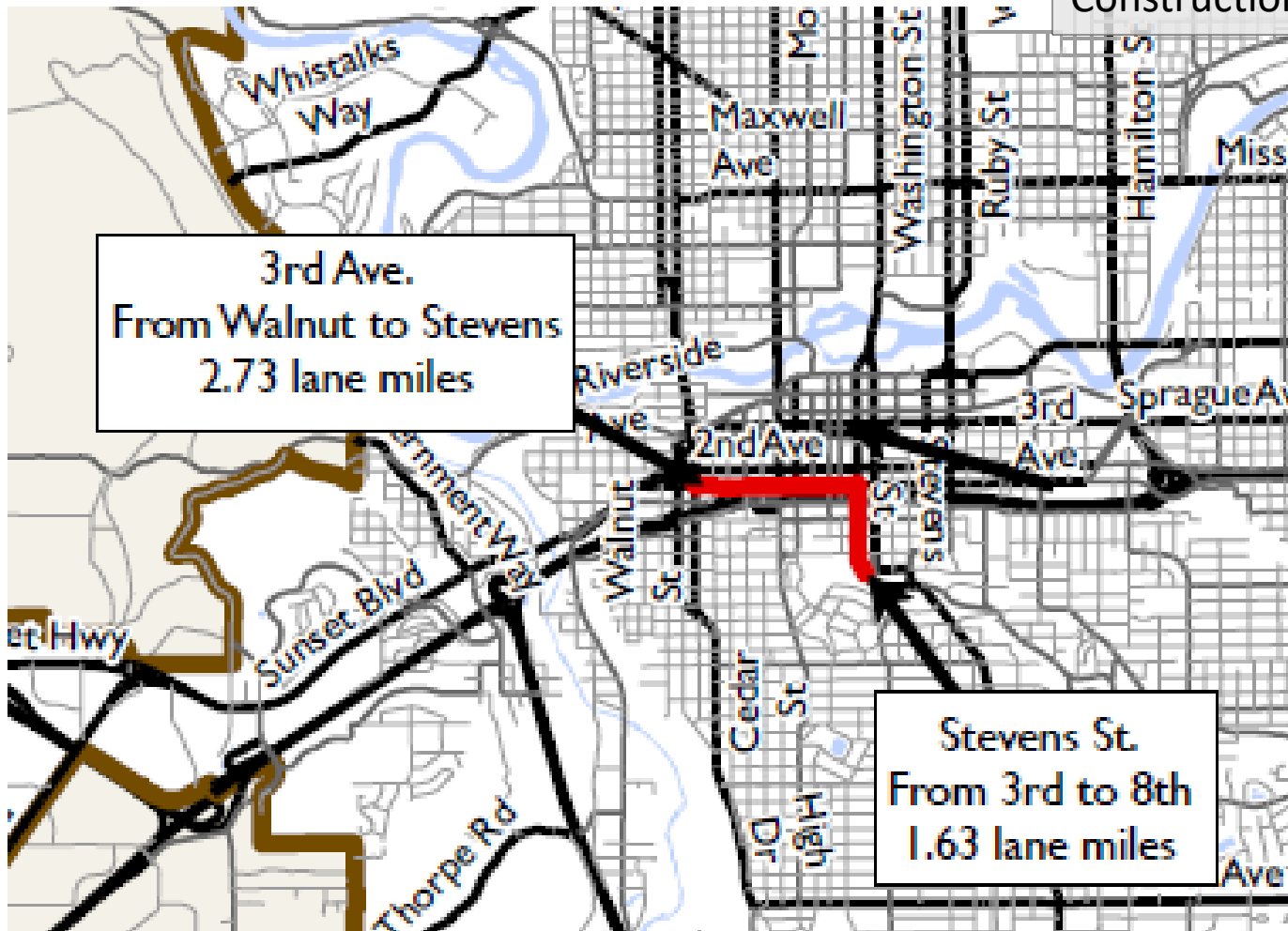
3rd Ave. – Walnut to Stevens & Stevens St. – 3rd Ave. to 8th Ave. Grind & Overlay

Total Project Cost: \$3.7M

Grant Funding: \$3.1M

NHS Asset Mang. - WSDOT/Fed

Construction: 2025 or 26



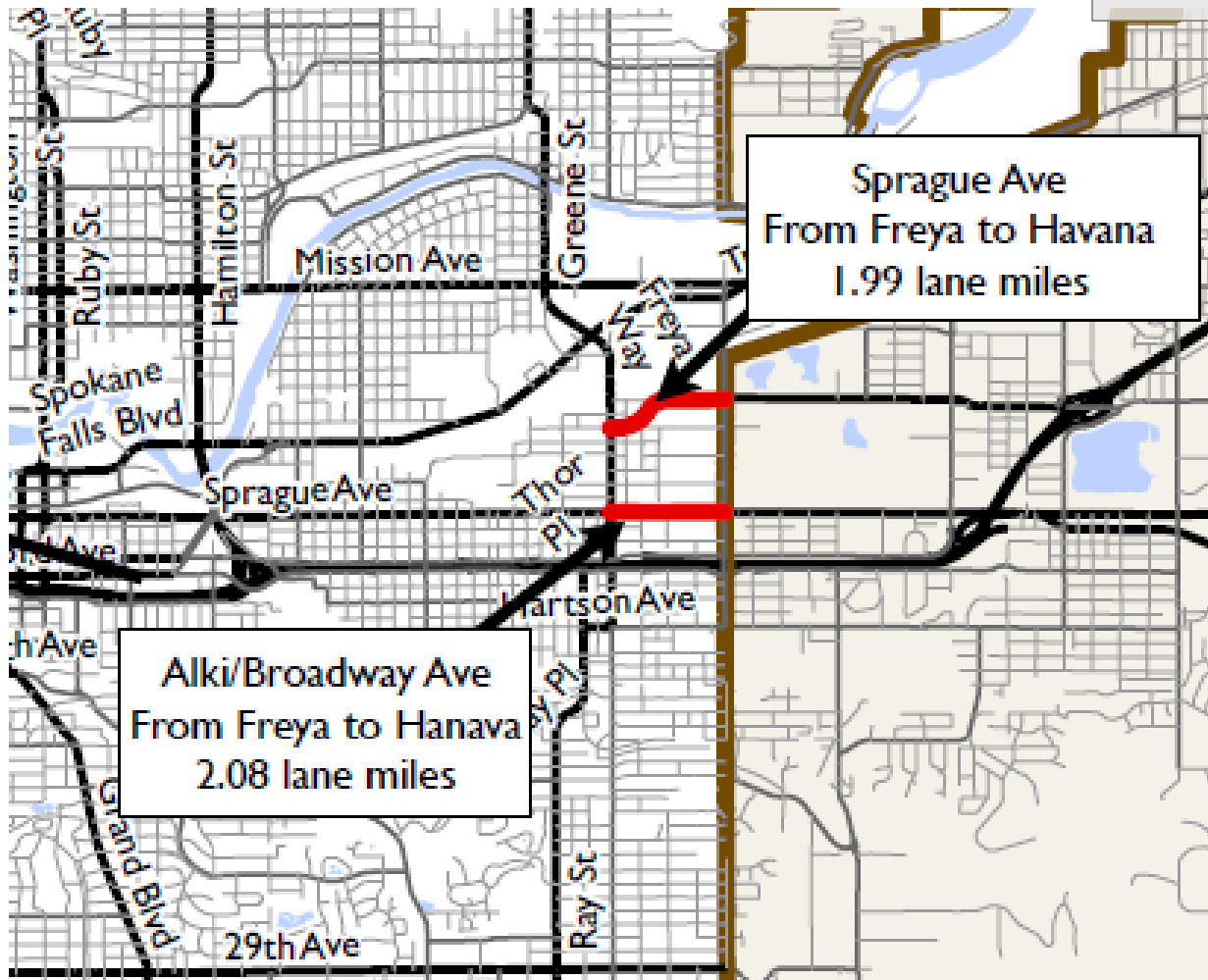
Sprague Ave. – Freya to Havana & Alki/Broadway – Freya to Havana Grind & Overlay

Total Project Cost: \$3.8M

Grant Funding: \$3.2M

NHS Asset Mang. - WSDOT/Fed

Construction: 2025 or 26



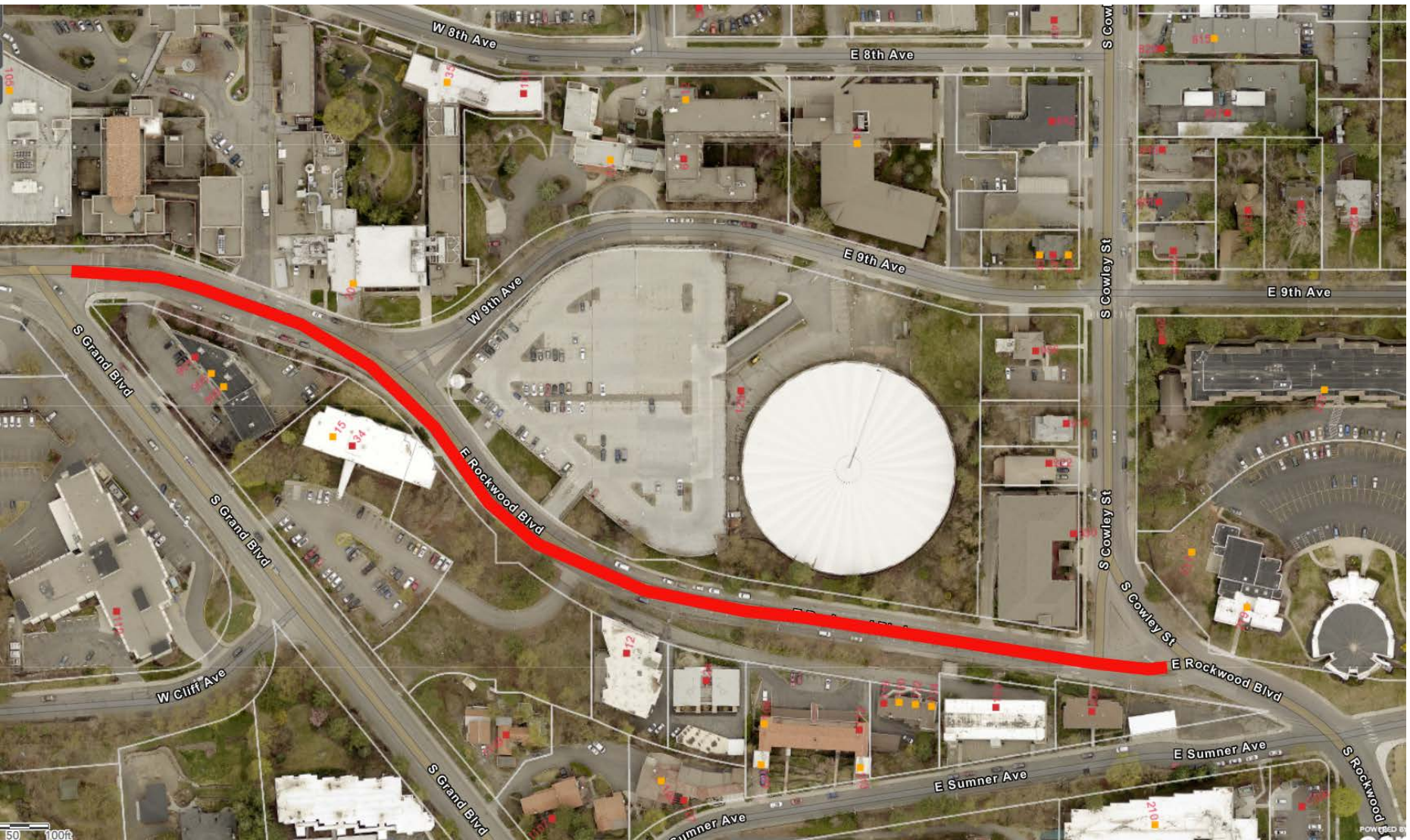
Grandview / 16th / 17th

Total Project Cost: \$900,000
Developer Contribution: \$250,000
Integrated Project w/ City Utilities
Construction: 2026



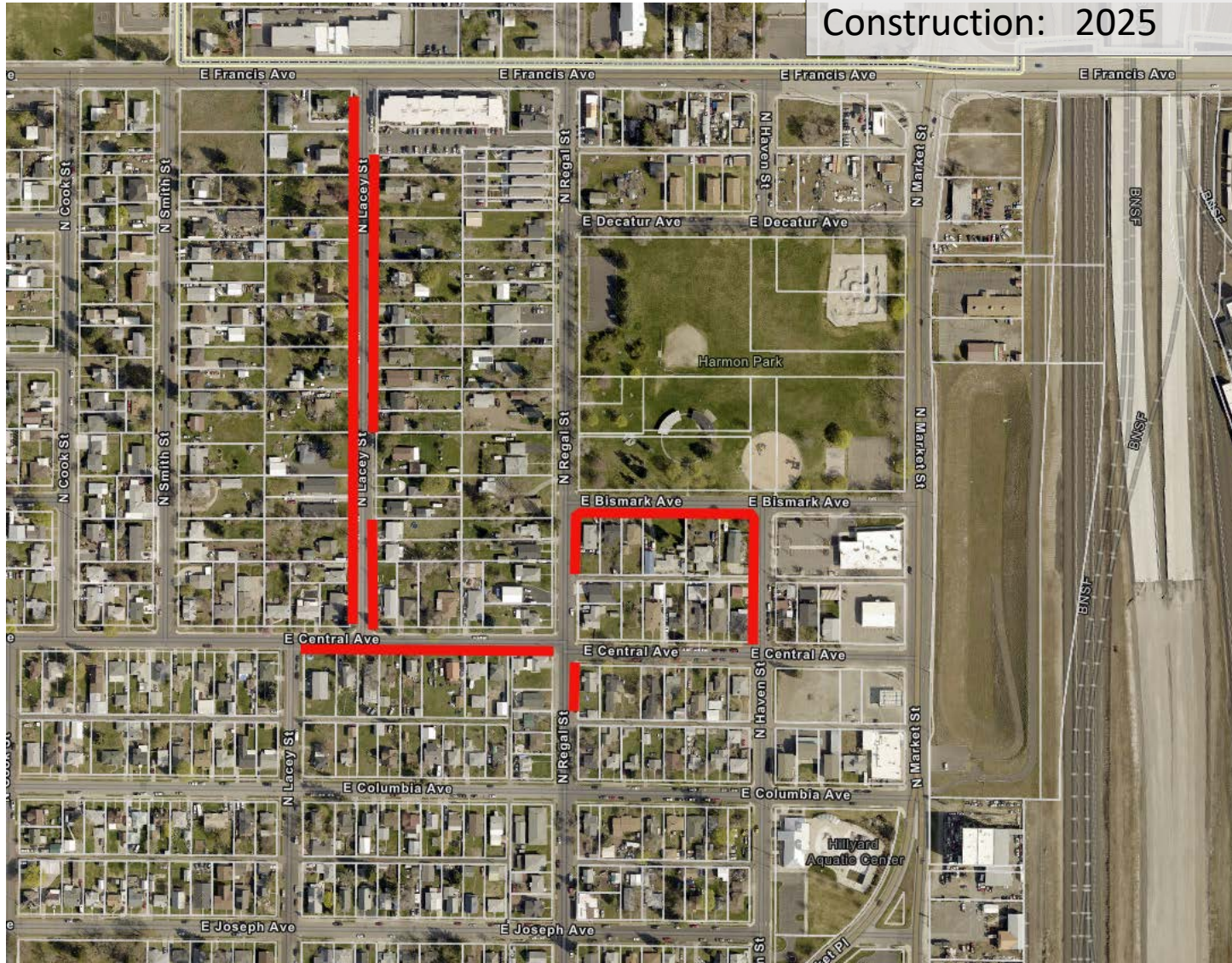
Rockwood Blvd – Grand to Cowley

Total Project Cost: ~\$600,000
Integrated Project – City Utilities
Construction: 2026



Honorable Mention: North Hillyard Sidewalk

Total Project Cost: ~\$900,000
TBD Sidewalk Program
Construction: 2025



Project Updates

- Existing Projects in 6-year Streets Program
- Grant Funding Award in 2023
- Projects Will Advance – Planning/Design in 2024/25

- Millwood Trail (SRTC Grant)
- Riverside – Monroe to Wall (TIB Grant)
- Fish Lake – Cent Trail Connection Ph 1 (SRTC Grant)
- Fish Lake – Cent Trail Connection Ph2 (SRTC Grant – design only)



STREET PROGRAM RECONCILIATION SHEET New Projects Added to Six-Year Program (2025-2030)	Transportation Network for All Users Transportation Supporting Land Use Transportation Level of Service Transportation Demand Management Strategies Active Transportation Commercial Center Access Neighborhood Access Moving Freight Promote Economic Opportunity Transportation System Efficiency & Innovation Transit Operational Efficiency Prioritize and Integrate Investments Infrastructure Design Traffic Calming Activation Right-Of-Way Maintenance Paving Existing Unpaved Streets Parking Plan Collaboratively Bicycle/Pedestrian Coordination Safe & Healthy Community Education & Promotion Campaigns Law Enforcement & Emergency Management Effective and Enhanced Public Outreach																						
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
Comprehensive Plan Chapter 4 Policies TR:																							
Safe Streets for Spokane	X			X	X					X			X	X	X				X	X			X
Bridge Deck Preservation Bundle - Greene, Freya (x2), Havana						X	X	X		X						X			X				X
Wellesley Ave. Chip Seal - Maple to Division.	X	X			X	X	X	X		X						X			X	X			X
Washington / Stevens - 9th to 3rd Grind & Overlay	X	X			X	X	X	X		X						X			X	X			X
3rd Ave. - Monroe to Division Grind & Overlay	X	X			X	X	X	X		X						X			X	X			X
3rd Ave. - Walnut to Stevens; Stevens St. - 8th Ave. to 3rd Ave. Grind & Overlay	X	X			X	X	X	X		X						X			X	X			X
Sprague Ave. - Freya to Havan; Alki/Broadway - Freya to Havana Grind & Overlay	X	X			X	X	X	X		X						X			X	X			X
Grandview / 16th / 17th	X	X			X		X			X		X	X						X	X			X
Rockwood Blvd. - Grand to Cowley Grind & Overlay	X	X			X	X	X			X		X	X			X			X	X			X
North Hillyard Sidewalk Infill	X			X	X					X				X	X				X	X			X

TR 1 Transportation Network For All Users

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

TR 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.

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 10 Transportation System Efficiency & Innovation

Develop and manage the transportation system to function as efficiently as possible while exploring innovative opportunities and technologies.

TR 12 Prioritize & Integrate Investments

Prioritize investments based on the adopted goals and priorities outlined in the comprehensive plan.

TR 13 Infrastructure Design

Maintain and follow design guidelines (including national guidelines such as MUTCD, NACTO, AASHTO) reflecting best practices that provide for a connected infrastructure designed for our climate and potential emergency management needs, and respecting the local context. Local context may guide signage and elements such as traffic calming, street furniture, bicycle parking, and community spaces. Accessibility guidelines and emergency management needs will be maintained.

TR 3 Transportation Level-Of-Service (LOS)

Set and maintain transportation level of service standards that align desired growth patterns with optimal choices of transportation modes.

TR 4 Transportation Demand Management Strategies (TDM)

Evaluate TDM strategies to optimize transportation options within the context of Complete Streets. Use TDM strategies to gain efficiencies in the transportation system to reduce demand for auto travel.

TR 5 Active Transportation

Identify high-priority active transportation projects to carry on completion/upgrades to the active transportation network.

TR 7 Neighborhood Access

Require developments to have open, accessible, internal multi-modal transportation connections to adjacent properties and streets on all sides.

TR 9 Promote Economic Opportunity

Focus on providing efficient and affordable multi-modal access to jobs, education, and workforce training to promote economic opportunity in the city's designated growth areas, develop "Great Streets" that enhance commerce and attract jobs.

TR 11 Transit Operational Efficiency

Support efficient transit operations through street and transit stop designs on transit priority streets that comply with standards and include transit-supportive elements, such as shelters, lighting, and schedule information. Assist in implementing the STA Comprehensive Plan.

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 17 Paving Existing Unpaved Streets

Identify and prioritize resources for paving existing dirt and gravel streets and alleyways to reduce air pollution and prioritize infill and economic development.

TR 19 Plan Collaboratively

Work with partner agencies to achieve a regional transportation plan that meets the goals and requirements of the Growth Management Act (GMA) but also reflects the visions and values of the City of Spokane.

TR 20 Bicycle/Pedestrian Coordination

Coordinate bicycle and pedestrian planning to ensure that projects are developed to meet the safety and access needs of all users.

TR 22 Law Enforcement & Emergency Management

Partner with other agencies to bolster enforcement efforts to protect the safety of all users, particularly the most vulnerable, while identifying and addressing emergency management needs

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.

TR 18 Parking

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

TR 21 Safe & Healthy Community Education & Promotion Campaigns

Promote healthy communities by providing a transportation system that protects and improves environmental quality and partner with other agencies to implement innovative and effective measures to improve safety that combine engineering, education, evaluation, and enforcement.

TR 23 Effective and Enhanced Public Outreach

Assess the effect of potential transportation projects on gathering places or destinations such as schools, community centers, businesses, neighborhoods, and other community bodies by consulting with stakeholders and leaders that represent them. These effects are to be mitigated as possible in collaboration with stakeholders.

What's Next ?

- **April 2nd - PCTS Workshop - Consistency Review**
 - **Recommendation to Plan Comm**
- **April 10th – Plan Comm. Consistency Review Workshop**
 - Review Projects for Comp Plan Consistency
- **May 8th – Plan Comm. Consistency Review & Hearing**
 - Review Projects for Comp Plan Consistency
 - Resolution and Recommendation to Council



Questions for Today?



The City of Choice



Street Department

2023 Summer Work



City of Spokane
Street Department

City of Spokane Street Department Facts

750 Lane Miles of
Arterials

1463 Lane Miles of
Residential

2213 Total Lane Miles

66 Bridges
Inspected/Maintained
by City Crews

91,042 Signs at 20,000
locations

844 (average) New
signs installed annually

270 Signalized
Intersections

2300 roadway lights
maintained by City
Crews

Street Department 2023 Stats

Grinding YTD - 119,585 square yards

Paving YTD – 141,593 square yards

Sweeping YTD – 5,063 lane miles

Local Access Crack Seal YTD – 165,381 linear feet

Arterial Crack Seal YTD – 413,333 linear feet

Longline Striping YTD – 1,726,767 linear feet



2023 Highlights

2023 Arterial Maintenance Projects

[illegible]

2023 Highlights

(Continued)

Completed Project Examples “A St”



2023 Highlights

(Continued)

Completed Project Examples “Lyons St”



2023 Highlights

(Continued)

Completed Project Examples “Eagle Ridge Bl”



2023 Highlights

(Continued)

Completed Project Examples “Inland Empire Wy”



2023 Highlights Additional Projects

- Cascade Way – Grind/Overlay
- Magnesium Road – Skin patch paving
- 2nd Avenue – Skin patch paving
- Monroe Street – Skin patch paving
- Thor/Freya Intersections – Skin patch paving
- Grand Blvd – Skin patch paving and mudboil repairs
- S. Cedar – Skin patch paving and mudboil repairs

Utility Paving

S Freya Water Main Break – Paving Freya 12th to 13th

S Regal Water Main Break – Paving Regal 3rd to 5th



2023 Business Grind/Overlay Projects

Participated in the Selection

8th – McClellan to Cowley - Completed

Springfield – Napa to Trent – Completed

Cataldo – Washington to Division - Completed

Florida – Wellesley to Francis - Completed

Gardner – Maple to Monroe - Completed

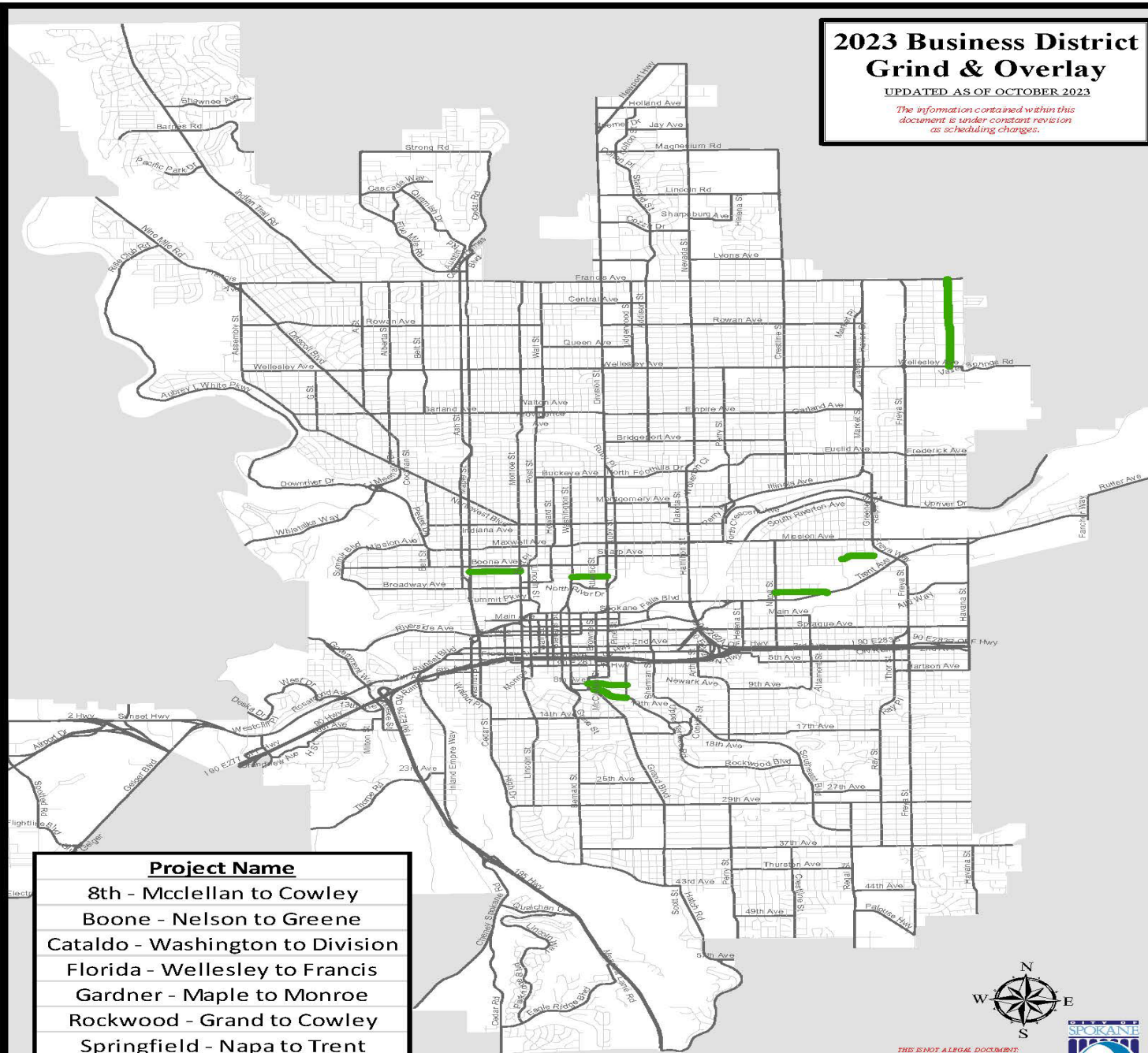
Rockwood – Grand to Cowley - 2024

Boone – Nelson to Greene – 2024

2023 Business District Grind & Overlay

UPDATED AS OF OCTOBER 2023

The information contained within this document is under constant revision as scheduling changes.



Project Name

8th - McClellan to Cowley
Boone - Nelson to Greene
Cataldo - Washington to Division
Florida - Wellesley to Francis
Gardner - Maple to Monroe
Rockwood - Grand to Cowley
Springfield - Napa to Trent

Printed: 10/4/2023

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The information shown on this map is compiled from various sources and is subject to constant revision. Information shown on this map should not be used to determine the location of facilities, in relationship to property lines, section lines, etc.



Arterial Street Project Selection

Selection tool considers:

- Pavement Condition value of section
- Age of section
- Traffic count of section
- Is the section on a Bus Route
- Is the section on a Truck Route
- Is the section on a Bike Route
- Was the section rebuilt as part of 10yr bond project

2024 Planned Projects

2024 Arterial Maintenance Projects

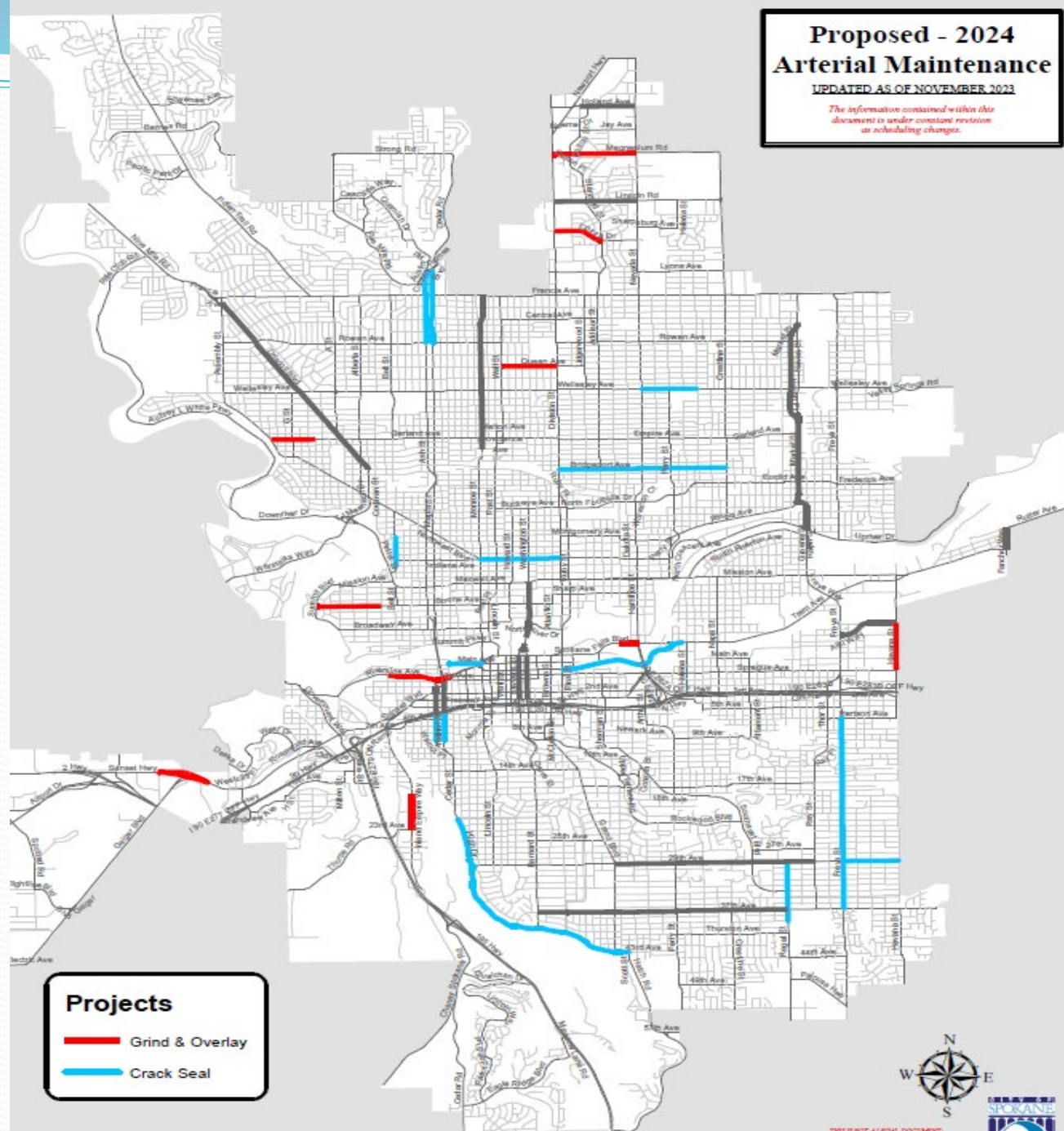
<u>Work Type</u>	<u>Project Name</u>	<u>Area (Yds.)</u>	<u>Segment Miles</u>	<u>Lane Miles</u>	<u>PCI</u>	<u>AVG ADT</u>	<u>Matrix</u>	<u>District</u>	<u>Cost</u>
Grind	Spokane Falls - Bridge End to Hamilton	5,488	0.2	0.9	73.5	9,582	4.2	1 - NE	\$153,664
Grind	Magnesium - Division to Nevada	18,754	0.7	1.7	53.0	6,174	4.0	1 - NE	\$525,118
Grind	Riverside - Bridge End to Cedar	1,756	0.1	0.1	60.0	2,799	3.4	1 - NE	\$49,177
Grind	Cozza - Division to Standard	13,228	0.5	1.2	50.8	2,188	3.0	1 - NE	\$370,378
Grind	Sunset Hy - Lewis to Royal	18,784	0.9	1.9	79.8	7,182	4.4	2 - S	\$525,955
Grind	Havana - Sprague to Broadway	13,963	0.5	2.0	48.3	6,577	3.5	2 - S	\$390,955
Grind	Inland Empire - 23rd to Bridge	8,547	0.4	0.7	62.0	1,741	3.0	2 - S	\$239,307
Grind	Riverside - Hemlock to Bridge End	10,547	0.5	0.9	60.8	2,643	3.5	3 - NW	\$302,503
Grind	Garland - Northwest to D	9,218	0.4	0.8	69.7	1,060	3.4	3 - NW	\$258,098
Grind	Boone - Summit to Nettleton	13,520	0.6	1.2	63.0	3,468	3.2	3 - NW	\$378,560
Grind	Queen - Wall to Division	9,627	0.5	1.1	62.3	3,472	3.1	3 - NW	\$269,547
	<u>Total Area:</u>	123,431							
<u>Crack Seal Projects:</u>									\$500,000
<u>Arterial Curb Ramp Projects:</u>									\$1,000,000
<u>Arterial Total:</u>									\$4,963,261

2024 Planned Projects

Proposed - 2024 Arterial Maintenance

UPDATED AS OF NOVEMBER 2023

The information contained within this document is under constant revision as scheduling changes.



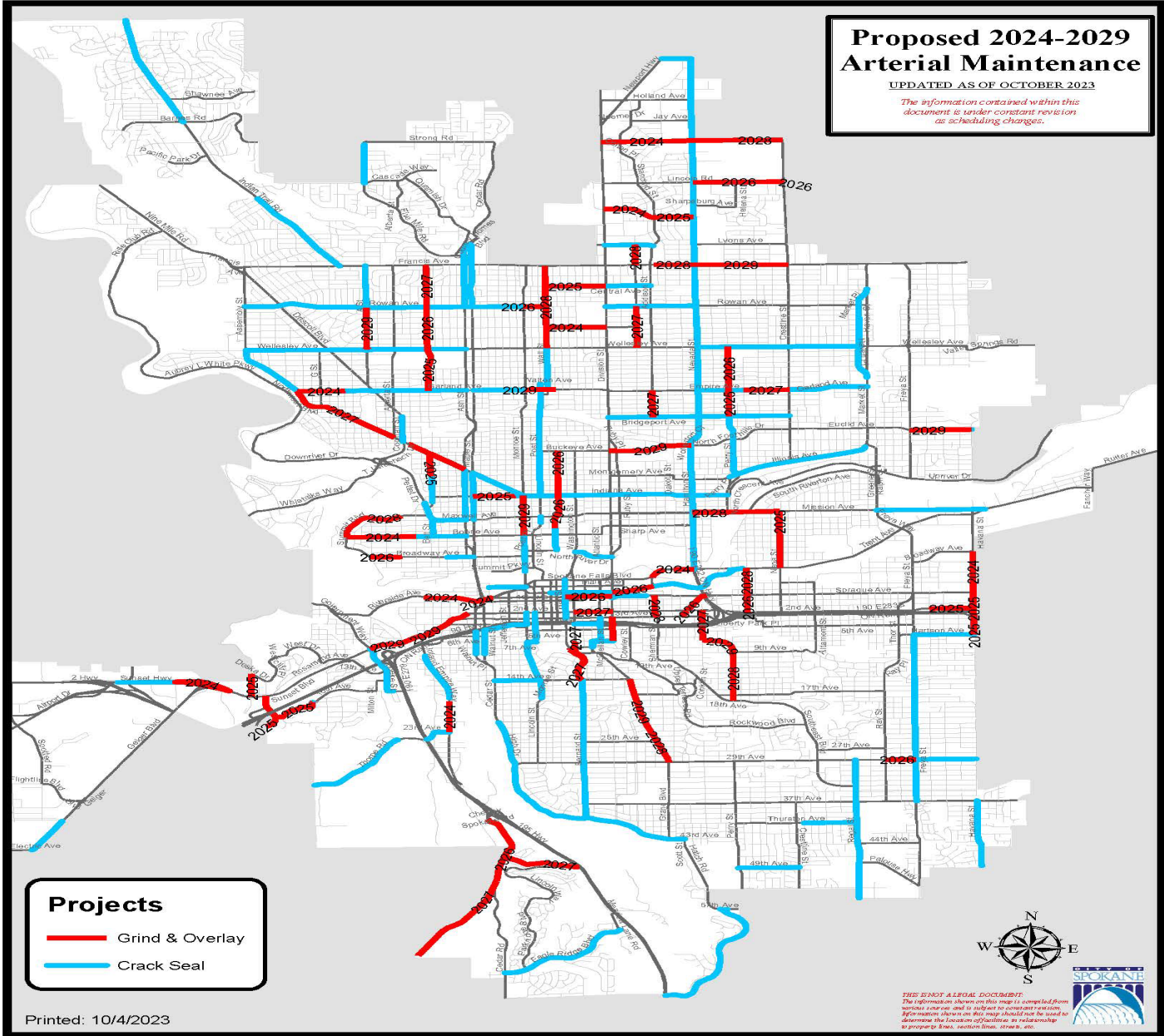
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Proposed 2024-2029 Arterial Maintenance

UPDATED AS OF OCTOBER 2023
The information contained within this document is under constant revision as scheduling changes.



Projects

- Grind & Overlay
- Crack Seal

Printed: 10/4/2023

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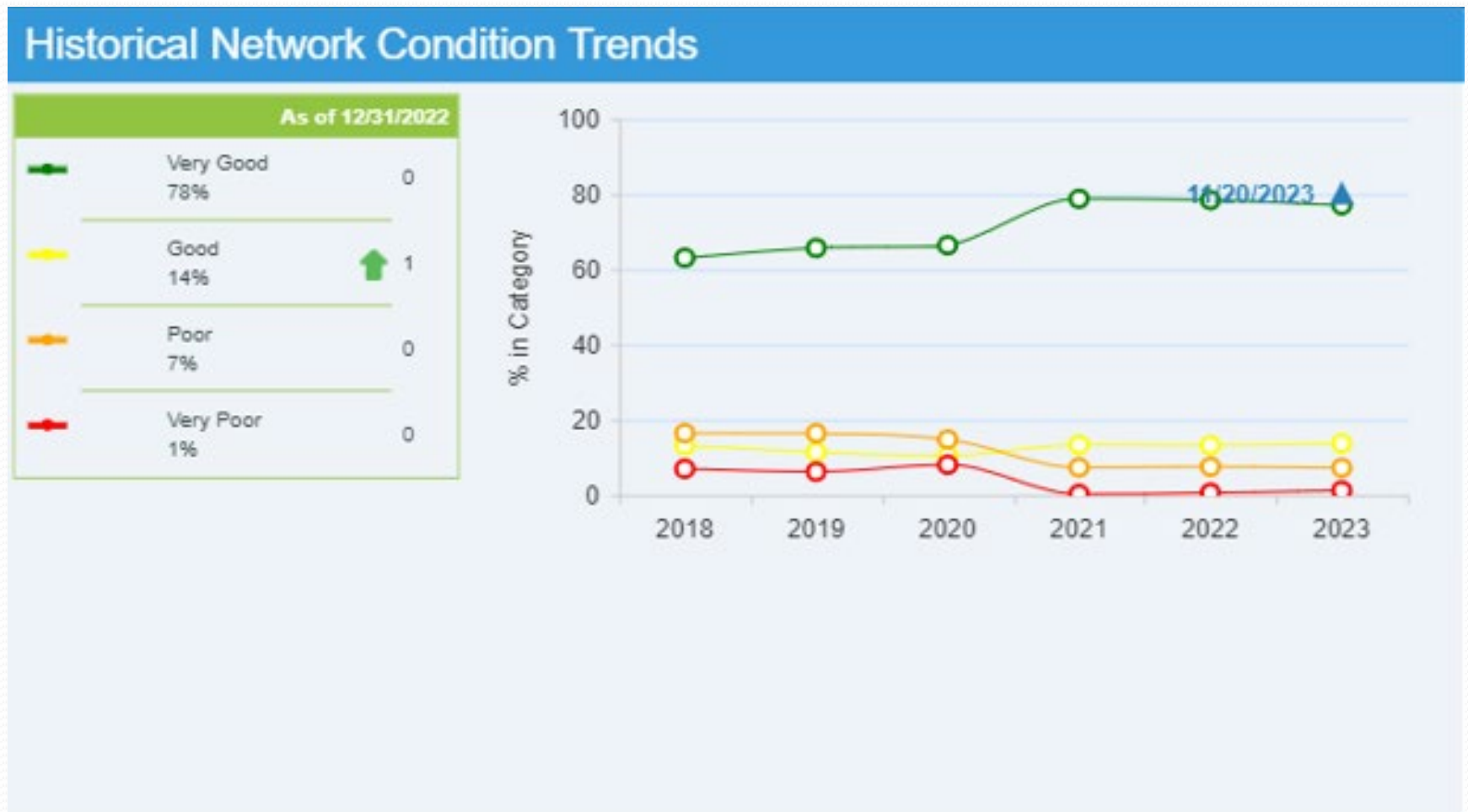
2023 Filled
Potholes

Legend
• 2023 Potholes

Arterial PCI Ratings by Class



Historical PCI Trending



2024-2029 Planned Maintenance Breakdown

<u>Arterial Street Maintenance Grind & Overlay Yearly Cost</u>			
<u>Year</u>	<u>1 - NE</u>	<u>2 - S</u>	<u>3 - NW</u>
2023 (Actual)	\$955,935	\$912,521	\$1,031,872
2024 (Estimated)	\$1,098,337	\$1,156,216	\$1,208,707
2025 (Estimated)	\$1,077,907	\$1,162,112	\$1,074,002
2026 (Estimated)	\$1,246,849	\$995,157	\$1,089,433
2027 (Estimated)	\$1,096,688	\$958,070	\$1,287,490
2028 (Estimated)	\$1,059,290	\$1,144,251	\$1,364,238
2029 (Estimated)	\$1,333,998	\$1,083,740	\$1,256,015
Total:	\$6,913,069	\$6,499,547	\$7,279,885
% of Total \$:	33%	31%	35%
AVG PCI:	82.7	82.4	83.2
% of Total Ln Mi:	37%	34%	29%
% of Arterial VMT:	39%	29%	32%

Challenges

- Increased congestion and traffic flows
- Utilities cutting into streets
- Resources – Labor, Contractors and Materials
- Technology
- Funding to keep up with inflation
- Repairing streets that need rebuilds

QUESTIONS?



BRIEFING PAPER
City of Spokane
Plan Commission Workshop
March 13, 2024

Subject

Proposed updates to the Plan Commission Rules of Procedure.

Background

SMC 04.12.050(C) grants authority to Plan Commission to “adopt rules of procedure to accomplish its functions”. The Plan Commission periodically reviews its rules to make sure they’re consistent with state law and City code, and to reflect current conditions for carrying out its functions.

Summary of Draft Changes

The current draft is presented with redline proposed changes. The changes can be summarized as follows (Changes from the previous workshop are given in **bold**) (Rule numbers are given with existing numbering—proposed changes will result in new numbering):

- Clerical adjustments, such as standardizing capitalization of titles
 - Updates to reflect changes in technology, such as adding references to email
 - **Removing the requirement that the President must authorize virtual participation in Commission meetings and suggesting that in-person attendance is encouraged but not required**
 - Providing more detail around the Briefing portion of workshops and removing the setting of the next meeting’s agenda as a Briefing item
 - **Clarifying that joint City Council/Plan Commission meetings may be requested by the Commission, preferably on a semi-annual basis**
 - Updating Rule 4.3 to refer directly to SMC and RCW noticing requirements
 - Removing Rule 6.1.1, which was deemed unnecessary
 - Clarifying in Rule 6.1.2 that the requests for hearings are initiated by Plan Commission motions, not by requests from the public (public requests for action occur through the annual amendment process provided in 17G.020 and 17G.025)
 - Removing Rule 6.1.3, consistent with the proposed changes in Rule 6.1.2
 - **Adding a rule that amendments to a proposal should be submitted in writing to the Secretary at least four hours prior to a hearing**
 - Correcting the Title of Rule 8 to be consistent with the Table of Contents
 - **Adding rules to describe the duties and participation of liaisons, including clarification that liaisons do not vote or make motions**
 - Adding rules around communication of personal views, including guidance about references to Plan Commission membership in personal advocacy
 - Requiring the use of City-issued email for Plan Commission activity, consistent with adopted City policy
-

BRIEFING PAPER
City of Spokane
Plan Commission Workshop
March 13, 2024

Action

The current item is presented for discussion by Plan Commission members. If desired, these could be adopted during this workshop or at a later date.

CITY OF SPOKANE PLAN COMMISSION

RULES OF PROCEDURE

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CITY OF SPOKANE PLAN COMMISSION

RULES OF PROCEDURE

RULE 1 – GENERAL PRINCIPLES

Rule 1.1 PURPOSE

It is the purpose of the City of Spokane Plan Commission in adopting these rules to provide a method for the conduct of its affairs.—It is not intended that these rules confer upon any person who is not a member of the Commission any right to a particular procedure or affect the validity or legality of any Commission action.

Rule 1.2 DUTY OF MUTUAL RESPECT

It is the constant duty of each Commission member to maintain respect for each other, the City staff and the public.—Likewise, the Commission shall require corresponding respectful behavior from all persons who attend a meeting or hearing.

Rule 1.3 ROBERT’S RULES OF ORDER

Matters of procedure not otherwise provided for herein shall, insofar as practical, be determined by reference to Robert’s Rules of Order, Newly Revised.

Rule 1.4 SUSPENSIONS OR AMENDMENT

These rules, or any of them, may be temporarily suspended or amended by a majority of the Plan Commission vote at any regular meeting.

RULE 2 – MEETINGS

Rule 2.1 REGULAR MEETINGS

2.1.1 The Plan Commission holds regular meetings bi-monthly at 4¹² p.m. on the second and fourth Wednesday of each month, unless otherwise advertised.—Meetings are held at City Hall.—The place, date and hour of regular meetings may be changed by a majority vote of the Commission members, and may be changed by order of the ~~president~~President when expedient.

2.1.2 A regular meeting may be cancelled or rescheduled by the Commission at a prior meeting, or by the President, or by the Planning Director ~~of Planning Services~~ at any time, if no public hearings have been scheduled and advertised by notice.

2.1.3 Plan Commission meetings are open to the public in accordance with the requirements of Chapter 42.30 RCW (Open Meetings Act).

Rule 2.2 QUORUM

2.2.1 A quorum is a majority of the current membership of the Plan Commission and in no case shall a quorum be less than five. An abstention does not change or affect the count of Commission members present for a quorum; however, a disqualified member shall not be counted in determining whether a quorum exists.

2.2.2 In case there is no quorum present on a date set for a regular, continued or special meeting, the Commission members present or the ~~secretary~~Secretary may adjourn the meeting until a quorum can be obtained or may adjourn to their next regular meeting. Before such adjournment, to accommodate the public in attendance, said Commission members present may, as a committee, hear testimony on matters advertised for public hearing and cause the same to be recorded in the minutes to be considered by a quorum of the Commission at the meeting date to which the hearing shall be continued. Agenda items other than hearings may be considered and advisory direction given, subject to ratification by the Commission at its next regular meeting when a quorum is present.

2.2.3 ~~A Plan Commission members are encouraged but not required to attend meetings in person. Commission members~~ may participate ~~telephonically-virtually~~ in all or part of a Plan Commission meeting if: ~~(a) Prior approval is given by the president for good cause, whose approval shall not be unreasonably withheld;~~ ~~(b)~~ all persons participating in the meeting are able to hear each other at the same time, such as by the use of speaker phone: and ~~(c)~~ the member participating ~~telephonically-virtually~~ shall have reviewed all of the applicable material and participated in the relevant portion of the meeting related to the topic to which the member is voting on. ~~Any technical prohibitions or difficulties that prevent all parties present at the meeting from adequately communicating with one another will negate any authorization previously given by the president.~~

Rule 2.3 GENERAL ORDER OF BUSINESS FOR REGULAR MEETINGS

2.3.1 ~~Briefing.~~—A regular meeting may include a briefing session for purposes of the following:

- a. President's Report
- b. Committee Reports
- c. Liaison Reports
- d. Secretary's Report
- ~~a.~~ ~~/Director/Neighborhood and Council Liaison Report;~~
- ~~b-e.~~ Commission business;

- ~~e.f.~~ Approval of old minutes; and
- ~~d.g.~~ Review ~~today current~~ agenda; and
- ~~e.~~ Set next meeting's agenda.

2.3.2 Open Forum.—~~When all matters on the agenda have been acted on, a~~An allotment of meeting time, not to exceed thirty (30) minutes, will be devoted to public comment by citizens on matters not on the current or advance agenda.—If no one has signed up to speak at the open forum session, it will be dispensed with.

2.3.3 Adjourned Meetings.—Any meeting may be adjourned by majority vote or declaration by the ~~president~~President, to a specific place and time. Unless otherwise specified in the motion, the meeting will be adjourned to the place and time of the next regular meeting.—In the event any meeting is adjourned, all matters on the agenda not disposed of, or deferred to a specific meeting date, shall be continued to the next regular meeting.

2.3.4 Workshops.—Workshops are working sessions of the Plan Commission held to discuss items in preparation for public hearings. City staff facilitates the dialogue, provides information, composes working drafts and answers questions.—No public testimony is taken during workshops; ~~however p~~Members of the public~~ersons~~ may be invited to speak by the President when appropriate. When a member of the public is invited to speak on an item related to a private application, all known parties with an interest in the application shall be notified, as long as all known parties have been notified and included.

2.3.5 Special Meetings.—Special meetings may be called, cancelled or rescheduled by the ~~president~~President whenever he/she deems necessary, or in his/her absence by the ~~vice-Vice-president~~President, and shall be called by the ~~president~~President whenever four Commission members shall request it—. The place, date, and hour of special meetings shall be set by the ~~president~~President.—The Commission shall take no final action on matters not included in the notice of special meetings.—Any measure adopted by a majority vote at a special meeting shall have the same effect as if adopted at a regular meeting.

2.3.6 Collaborative Meetings.—The Plan Commission may request to meet with ~~shall meet quarterly for collaborative meetings with the City Council for collaborative meetings, preferably on a semi-annual basis.~~—~~The Plan Commission shall meet at least biannually for a collaborative meeting with other Planning Commissions within Spokane County to discuss goals for the region's growth.~~ Collaborative meetings are open to the public and require public notice.

2.3.7 Field Trips.—The Plan Commission may conduct field trips in order to make more fully informed recommendations. The ~~secretary~~Secretary shall prepare a tentative agenda and release notices prior to the trip. Interested persons may follow along and

observe field trips when practical. The Commission does not discuss the merits of public hearing items with citizens during field trips.—No Commission action is taken on any item requiring public hearing or testimony during field trips.—Commission members are encouraged to attend field trips as part of their meeting responsibility although no quorum is required to proceed.—Minutes need not be taken of field trips. The President may order a record of some discussion be entered in the minutes of the meeting with which the field trip corresponds ~~with or the meeting following the field trip.~~

RULE 3 – AGENDA

Rule 3.1 FUNCTIONS OF AGENDA

The agenda serves to introduce items to the Commission, to establish the order of business and to give notice to the public.—The notice of special meetings is the agenda for such meetings.

Rule 3.2 PREPARATION OF AGENDA

The agenda for all meetings of the Commission shall be prepared by the ~~secretary~~Secretary in the format prescribed by, and in coordination with, the ~~president~~President.

Rule 3.3 AGENDA APPROVAL

The final agenda is approved by the Plan Commission at the beginning of the meeting.—For good cause, an item not on the notice of tentative agenda may be added to the final agenda by the ~~president~~President or ~~secretary~~Secretary if not vetoed by majority vote of the members present.—No final action can be taken on an item added to the agenda until required notice has been met.

RULE 4 – TIME AND NOTICE

Rule 4.1 NOTICE BY AGENDA

Unless a law requires particular notice of a particular item, and except as provided below, the agenda is the only required notice.—A copy of the agenda ~~is mailed out two weeks (14 calendar days)~~is emailed out the week before in advance of the Plan Commission meetings to Commission members and other interested parties.

Rule 4.2 SPECIAL MEETINGS

Notice of every special meeting shall be given in writing to every Commission member, to the liaison(s), and to the City Attorney, and to all local news media representatives who have on file with the Secretary a request for such notices.—The notice shall be delivered by email,—personally, by mail, by facsimile or otherwise, so as to be received at least 24 hours before the meeting.—The notice shall state the place and time of the meeting and the business to be conducted.—The notice shall be posted on the City of Spokane's website, and shall also be prominently displayed at the main entrance of the Commission's principal meeting location, or the meeting site if not held at the Commission's principal meeting location. The Commission shall not make final disposition of any matter not included in the notice.

Rule 4.3 SPECIAL NOTICE

~~When the Plan Commission holds a hearing an additional notice is sent to the Spokesman Review, to be advertised 2 weeks in advance of the hearing. Notice of meetings is also posted on the City of Spokane Planning Services web site (www.spokaneplanning.org).~~ Notices of all meetings, whether regular or special, shall comply with the Spokane Municipal Code and applicable Washington State laws, including, but not necessarily limited to Chapter 36.70 RCW (Planning Enabling Act), Chapter 36.70A RCW (Growth Management Act), Chapter 43.21C RCW (State Environmental Policy Act), Chapter 58.17 RCW (Plats-Subdivisions-Dedications) and 42.30 RCW (Open Meetings Act).

RULE 5 – CONDUCT OF MEETINGS

Rule 5.1 THE CHAIR

5.1.1 The Commission President, or in his or her absence or incapacity the Vice-President, shall preside over meetings of the Commission and cause the business of the Commission to be transacted in accordance with these rules.—The President should be mindful that the meeting is being recorded and shall be responsible for informing speakers that their remarks are to be recorded.—The President may yield the Chair to a member of the Commission's choice to conduct a portion of a meeting.

5.1.2 The Chair shall determine all questions of procedure, subject to appeal, but shall liberally grant leave to the Planning ~~Services~~ Director, or a designated representative of the Planning ~~Services~~ Director, or City Attorney, to speak to the question.—A ruling of the Chair can be appealed, before the ruling is acted on, by announcing an appeal and by a second.—The Chair shall then state the question in terms of upholding the ruling and may state his or her reasons for the ruling.—Then the member appealing has the floor to open debate on the appeal.

5.1.3 The Chair may make or second any motion, and may present and discuss any matter as a member of the Commission, and shall be entitled to vote on all matters.

Rule 5.2 ORDER OF BUSINESS

5.2.1 General Order of Business.—See Rule 2.3.1 above.

5.2.2 Agenda.—Items shall be acted upon in the order in which they appear on the agenda, provided items may be taken out of order, combined, or separated by majority vote of the Commission or by declaration of the Chair.

5.2.3 Executive Session.—The business of an executive session is determined case by case within the restrictions of Chapter 42.30 RCW, known as the Open Public Meetings Act.

5.3 SPEAKING DURING COMMISSION MEETINGS

5.3.1 No one may speak without first being recognized for that purpose by the President.

5.3.2 Each ~~person~~member of the public speaking at a public hearing shall print his or her name and address on the sheet provided, and verbally identify him/herself by name, address and, if appropriate, representative capacity.

5.3.3 A speaker asserting a statement of fact may be asked to document and identify the source of the factual datum being asserted.

5.3.4 Each speaker shall follow all instructions from the ~~president~~President so that his/her remarks may be heard, understood and recorded.

5.3.5 In order that evidence and expressions of opinion be included in the record and that decorum befitting a deliberative process be maintained, no modes of expression not provided by these rules, such as demonstrations, banners, applause and the like will be permitted. In the event such disorders persist, the ~~president~~President may require the removal of the instigator(s), recess or adjourn the meeting.

5.3.6 Following an assessment by the President of factors such as complexity of issue, apparent number of people indicating a wish to testify, and the quantity of business on the agenda, the President shall, in the absence of objection by the majority of the Commission present, impose reasonable time limits for staff reports and designate representatives of proponents and opponents and impose reasonable procedural time limitations for the same.—Any other person, who wishes to speak for either side, shall be granted not less than three (3) minutes each.

5.3.7 In the event there appears to be more than two groups wishing to advocate distinct, different positions on a specific issue, the President may grant the same procedural and time allowances to each group or groups.

RULE 6 - HEARINGS

Rule 6.1 IN GENERAL

~~6.1.1 Any item on a Commission agenda may be the subject of a public hearing except matters discussed during an executive session or at a meeting in workshop format and except matters which have already been heard.~~

~~6.1.21 Hearings are may be initialed by a request in writing to the Commission or scheduled by the Secretary or called by motion of the Commission. Written requests may be filed with the secretary or the director of the department who will be processing the request.~~

~~6.1.3 The department or officer receiving the request for hearing shall arrange a tentative hearing date with the secretary, pursuant to Commission rules. When a department or officer is responsible for processing a petition, appeal or similar request pursuant to a prescribed procedure and these rules, and a question arises as to whether a person has complied fully with the procedure, the department or officer may, in lieu of completely processing the matter, report the question of the compliance to the Commission. The Commission shall decide whether any defect or irregularity shall be waived and the matter processed for hearing.~~

6.1.42 Where specific provision is made by statute, ordinance, or Commission order for time and manner of giving notice of hearing, the department processing the hearing item shall be responsible for securing a hearing date from the ~~secretary~~Secretary, sending required notices and reporting said notice at the Commission's hearing.

6.1.53 If a hearing is continued to a specified date, time, and place, no further notice of the continued hearing is required.—If continued indefinitely and without a specified date, notice of the continued hearing date, when set, shall be sent to the parties of record at the prior hearing and to the parties who have requested notice.

6.1.64 Notice of the meeting at which the Commission is to set a date of hearing need not be given.—An interested party may speak to the matter of setting a hearing date either in person at the meeting or by filing a letter with the ~~secretary~~Secretary prior to the meeting.—Comments must be confined solely to the setting of the date.

6.1.75 A motion on a hearing item is made after the close of testimony and Commission discussion.—If the motion is to continue the hearing or action to a later date,

the interested parties present shall be given opportunity to speak to the matter of the continued date.—Motions to continue shall clearly state whether continued with or without further public testimony, otherwise a continuation of a hearing shall be interpreted as reopening public testimony on the matter.

Rule 6.2 CONDUCTING A HEARING

6.2.1 The President opens the public hearing, reviews the agenda, and explains the process.

6.2.2 The Secretary or staff describes the matter under consideration. The staff answers any questions the Commission may have.

6.2.3 The President invites proponents, opponents and the public to offer testimony and evidence on the pending matter. The Commission may ask questions of any person at conclusion of their testimony but shall refrain from debating with the public or each other while testimony is being taken.

6.2.4 Following an assessment by the President of factors such as complexity of issue, apparent number of people indicating a wish to testify, and the quantity of business on the agenda, the President shall, in the absence of objection by the majority of the Commission present, (a) impose reasonable time limits for staff reports and (b) designate representatives of proponents and opponents and impose reasonable procedural time limitations for the same.—Any other person, who wishes to speak for either side, shall be granted not less than three (3) minutes each.

Rule 6.3 COMMENTS

6.3.1 All public comments to the Plan Commission shall be directed to the secretary~~Secretary~~ to be appropriately entered into the public record.~~This includes oral, written, and email comments.~~

6.3.2 The Plan Commission shall accept comments as part of the public hearing up to the date and time of the public hearing.

6.3.3 Comments should be dated, signed and contain correspondents printed name and address.

6.3.4 If a commission~~Commission~~ member personally receives written comments (including email ~~comments~~) or information from a citizen or group regarding an upcoming agenda item, they shall immediately email, mail, fax or in some other manner deliver that item, or a complete copy thereof, to the Plan Commission~~Secretary~~ for inclusion into the record of public testimony.

6.3.5 At the conclusion of a public hearing the Plan Commission may pass a motion to keep the record open for public comment until a specified date and time.

Rule 6.4 REASONS FOR DECISION

6.4.1 As a matter of policy, the Commission shall endeavor to have explanations of reasons occur during the discussions or debate prior to voting. When the matter is one for which a report has been made containing an explanation of reasons for recommended action, or when the motion includes a statement of reasons, it will be presumed that those members voting to recommend approval of matters set forth in the report or for the motion agree with and adopt the stated reasons in the absence of further explanation. When the motion is to recommend adoption of a formal written resolution or ordinance, the motion includes any statement of findings, policy, and reasons embodied within the document unless the document is amended.

6.4.2 It shall be the obligation of every Commission member participating in a hearing to be familiar with the facts in order to reach an informed, independent judgment. When a member discussing or voting on a matter was not present at the hearing, that member will have become familiarized with the report and record using the Secretary's minutes of the hearing.

Rule 6.5 WRITTEN DECISION

6.5.1 At the conclusion of a meeting or hearing where the Commission has voted upon a recommendation to the City Council, the Commission shall authorize the President to prepare and sign on the Commission's behalf a written decision that shall set forth the Commission's findings, conclusions and recommendations on the matter. Any dissenting Commission member may prepare a dissenting decision individually or together with other dissenting Commission members. The Planning Services Director shall assist in the preparation of the Commission's written decision.

6.5.2 The Secretary shall distribute copies of the written decision together with any dissenting decisions to the City Council, Commission members and interested parties.

RULE 7 - VOTING

7.1 All members (including the President) are voting members. Voting shall be by ayes and nays and is called for by the President. The President shall declare whether the motion carried or failed and what the vote count was. Any Commission member may explain the reasons for his/her vote as a matter of privilege. Minutes shall record the number of members for and against and the names of any members abstaining.

7.2 The Secretary records the specific wording of the motion in the minutes as it was proposed before the vote.

7.3 The Commission shall endeavor to give explanations of their reasons for support and non-support of an action during their discussion of the item or as part of the motion thereon.

7.4 As a courtesy to staff and other Commission members, potential amendments to a proposal should be provided in writing to the Secretary at least four hours prior to a hearing. The Secretary shall distribute proposed amendment language so received to all members of the Plan Commission prior to the start of the hearing.

RULE 8 – COMMISSION OFFICERS, ~~and~~ COMMITTEES, and LIAISONS

Rule 8.1 ELECTION OF OFFICERS

8.1.1 At the first regular meeting in January of each odd numbered year, the Commission shall elect a ~~president~~President and ~~vice-Vice-president~~President.

8.1.2 The ~~president~~President and ~~vice-Vice-president~~President shall hold their respective offices for a two-year term and until their successors are elected and qualified.

8.1.3 Nominations shall be made in writing to the Commission clerk, and circulated to all Commission members, prior to election meeting. ~~—~~ The candidate receiving a majority vote of a quorum of the Commission shall be declared elected.

Rule 8.2 DUTIES OF THE PRESIDENT

The duties and powers of the President include the following:

- A. To chair meetings.
- B. To see that the purpose and functions of the Commission are progressively achieved in an objective, efficient and expeditious manner.
- C. To preserve order and decorum and enforce the rules and regulations of the Commission, including adjournment of any meeting where, in his/her judgment, the order is such as to prevent a proper consideration of business.
- D. To present to the Commission such matters as, in his/her judgment, require attention.
- E. To call special meetings and briefings and to announce executive session of the Commission.

- F. To prescribe and change the order of business.—Prior to the time of the meeting, to approve, change, cancel or reschedule to another meeting, the hearings an business to the transacted at regular and special meetings of the Commission, provided the notice of business prepared by the ~~secretary~~Secretary shall be deemed approved by the ~~president~~President unless the ~~president~~President specifically orders otherwise.
- G. To set the place, date and time of special meetings.
- H. To change the place, date or time of a regular meeting where circumstances prevent or render impractical the regular schedule.
- I. To prepare and sign all official recommendations or documents on behalf of the Commission in accordance with and to report and explain the Commission's findings to the City Council. To represent the Commission in correspondence, meetings and news releases.
- J. To direct the ayes and nays to be taken in vote and entered on the record on any request before the Commission and to vote on all matters.
- K. To establish committees and designate committee members.
- L. To appoint a representative to represent the Plan Commission whenever appropriate.
- M. To delegate to the Vice—President and Secretary such portions of the ~~president~~President's responsibilities and authorities as deemed prudent.
- N. To rule on procedure where no direct rule has been adopted by the Commission. In doing so, the ~~president~~President shall be guided, when possible, by *Robert's Rule of Order, Newly Revised*.
- O. To notify the Mayor of any vacancy or pending vacancy on the Commission and consult with the Mayor on appointments of members to the Commission.

Rule 8.3 DUTIES OF THE VICE PRESIDENT

The Vice President shall act in the absence of the President.—All the duties of the office of the ~~president~~President shall be assigned to the ~~vice~~Vice-presidentPresident.

RULE 8.4 DUTIES OF THE SECRETARY

The ~~Director of Planning~~ Director Services or a designee serves as secretary to the Commission. The duties of the ~~secretary~~Secretary shall be as follows:

- A. To perform the duties required by law and these rules, and all duties properly devolving upon such officer or as may be assigned by the ~~president~~President or ~~commission~~Commission.
- B. To attend all meetings of the Commission and meetings of its committees when required.
- C. To act as the professional advisor to the Commission on all Planning matters and functions of the Commission, and participate in discussion of actions and motions before the Commission.
- D. Assure that the Comprehensive Plan and reports bearing the Commission's name are prepared in accordance with Commission policy.
- E. Direct staff to provide technical and administrative assistance to the Commission.
- F. To keep a true and accurate record in substance of the proceedings of the Commission, and to have charge and be custodian of all Commission books, documents, records, minutes and papers.
- G. To handle correspondence of the Commission, including responses to inquiries, providing notices of meetings and reporting findings of the Commission.
- H. To assist the President in any duties that she/he require and to act for the ~~president~~President when the ~~president~~President and ~~vice-Vice-president~~President are absent or unavailable.
- I. To prepare agenda, schedule business and distribute notices, as required by state law.

Rule 8.5 COMMITTEES

8.5.1 The President has the authority to create temporary committees of one or more members and to appoint members to such committees and appoint committee chairs, which may be charged with such duties as examination, investigation and inquiry into one or more subjects of interest to the Commission.

8.5.2 The Commission may assign one or more persons to sit with and participate in the proceedings of any committee of the Commission as deemed appropriate, to provide a specific expertise or viewpoint. The person will not be considered a member of the Commission and will have no authority to vote.

8.5.3 Committees should analyze issues, receive briefings, and formulate motions and/or recommendations for the full Commission to consider. Final decisions are made by the Commission.

8.5.4 No temporary committee shall have the power to bind the Commission to the endorsement of any Plan or program.

Rule 8.6 LIAISONS

8.6.1 Liaisons provide regular reports to the Commission and share information about Plan Commission business with their respective bodies.

8.6.2 Liaisons may participate in workshop discussion and in deliberations. Per SMC 04.12.040(C) liaisons do not vote or make motions.

Rule 8.67 REMOVAL

If any member of the Commission shall be absent from ~~commission~~Commission meetings for three (3) consecutive meetings or six (6) regularly scheduled meetings in any twelve-month period without adequate cause (of which the ~~president~~President shall be the judge), the ~~president~~President shall discuss these absences with the member. If the circumstances are expected to continue unimproved, the ~~president~~President shall report the matter to the Mayor in order that the Mayor may, if he or she so desires, declare said office vacant and nominate a successor for appointment by the City Council. Cause for the ~~president~~President to excuse any absence includes sickness, personal emergency or temporary and unavoidable conflict of employment. To have any absence excused, the member shall request an excuse of the ~~president~~President before or as soon as possible after the absence. The ~~president~~President shall report the excused absence to the ~~secretary~~Secretary.

RULE 9 - RECORDS, PUBLICATIONS AND REPORTS

9.1 The Secretary shall take and prepare official minutes of the meetings containing the actions of the Commission and a substantive account of the proceedings. A record of the Commission members present and absent shall be entered in the minutes of the meeting. Minutes shall be approved by the Commission, signed by the Secretary and placed on public record ~~in the office of the City Clerk~~on the City website.

9.2 Any documents, maps, charts or other material presented to the Plan Commission along with Plan Commission briefing packets shall be stored in the office of the ~~secretary~~Secretary and are public record.

9.3 Meeting of the Plan Commission shall be recorded and made public record. Recordings will not normally be transcribed, except by request of the City Council, President of the Commission, the City Attorney or Secretary.

RULE 10 - CODE OF CONDUCT

10.1 It is the constant duty of each Commission member to maintain respect for each other, the staff and the public. Likewise, the Commission shall require corresponding respectful behavior from all persons who attend a meeting.

10.2 It shall be the obligation of every Commission member forming Plan Commission recommendations to be familiar with the facts in order to reach an informed and independent judgment. To discuss or vote on a matter heard at a meeting from which a member was absent, said member shall have familiarized himself with the subject matter, using the file of record of the ~~secretary~~Secretary's minutes or the ~~tape recordings~~ of the ~~relevant workshops and~~ hearings. Such familiarization shall be confined to the official files and referenced documents.

10.3 General Communications

10.3.1 Except at public meetings of the Commission, its members do not discuss ~~the resolution of~~ specific cases scheduled or likely to come before the Commission with applicants, their representatives, proponents or opponents, or other public with direct interest. Questions of fact or clarification concerning these cases prior to hearing are normally to be addressed to the ~~secretary~~Secretary's office rather than to Commission members.

10.4

10.3.2 While any member has a right to express personal views and opinions pursuant to our Constitutional guarantees of freedom of speech, statements purporting to represent the view or pronouncements of the Commission or committees thereof shall not be made in advance of the Commission's final determination of the matter, except as directed or authorized by a majority of the entire Commission at any special or regular meeting or public hearing. The Commission shall appoint one of its members to issue such statements as the Commission deems necessary. This shall not prejudice the right of any dissenting members to express their minority position.

10.53.3 Commission members may speak as an individual member – reflect and inform about Commission positions and activities and on their own position - as long as it is clear whether such position is or is not a Commission position and clearly specifying they are speaking as an individual, or as an individual Plan

Commissioner articulating their own views and concerns.

10.3.4 When expressing personal views, Commission members do not include a reference to their Commission membership on letterhead, in a signature line, or in another way that could be construed as representing the Commission as a whole.

10.3.5 Pursuant to City administrative policy 5600-17-06, the City issues email accounts for purposes of conducting Commission business. Members limit usage of City-issued email to Plan Commission matters and do not use their City-issued email account to express personal views. Members use City-issued email and refrain from using personal email for all Commission business in order to ensure preservation of communications for compliance with the Public Records Act. Members who use personal email for Commission business risk subjecting their personal email to disclosure.

10.64 Ex Parte Communication

10.64.1 The Plan Commission desires to conduct all proceedings fairly, to create a record that includes all of the evidence upon which recommendations and decisions were made, and to prevent the appearance of undue influence on its recommendations and decisions. To this end, Plan Commission members whom experience ex-parte communication are encouraged to disclose the details of the communication at the Commission meeting after the introduction of the item related to of which the ex-parte communication pertained.

10.64.2 Plan Commission members may attend meetings held by applicants with adjacent property owners, however only in the capacity of an observer. If a Plan Commission member does decide to take part in discussions at said meeting, he/she shall disclose the nature of their participation to the Plan Commission prior to participating in a hearing or deliberations on a request.

10.75 Each Commission member decides which invitations to public and private functions can appropriately be accepted as a member of the Commission. A member must differentiate whether a stated action or comment is solely the member's or represents the official position of the Commission.

10.86 Commission members do not engage in any profitable employment or in any personal business transaction in which the fact of membership on the Commission or any knowledge of its actions unique to membership would be a qualification for such employment or a significant reason for the personal business transaction. Commission members are not to benefit in any financial way due to their Commission participation or confidential knowledge.

10.97 Commission members do not accept gifts from applicants, their representative, or other persons and institutions concerned with matters which have been or might come before the Commission. Well intended acceptance of such gifts could lead to misconceptions by prospective donors or the public.

10.108 Members of the Plan Commission shall fully comply with Chapter 42.23 RCW (Code of Ethics for Municipal Officers), Chapter 42.36 (Appearance of Fairness) (to the extent applicable to Commission business) and such other rules and regulations as may be adopted by the City Council (SMC [Chapter 01.04](#) Code of Ethics) regulating the conduct of any person holding appointive office within the City.

10.119 When a ~~commission~~Commission member concludes a matter before the ~~commission~~Commission involves a conflict of interest on the commissioner's part he/she should request permission to step down before the matter is heard, which request shall be granted by the ~~president~~President and recorded by the ~~secretary~~Secretary.—Where the ~~president~~President considers a conflict of interest to exist, before the matter is heard, a ~~commission~~Commission member may be asked to request disqualification.—If the ~~commission~~Commission member declines, the ~~president~~President will request that the member confer with legal counsel from the city legal staff.—If further action is still needed, this matter may be decided by a majority vote of the members, other than said ~~commission~~Commission member.—In cases where no conflict of interest exists, a ~~commission~~Commission member may occasionally choose to abstain from voting in accordance with the member's best judgment.

10.120 A Commission member shall disqualify him(her)self from participating in a hearing whenever bias, interest or other influences will prevent or appear to prevent him or her from exercising fair-minded, independent judgment on the facts and established policy. Disqualifying influences include prejudgment of the issues that cannot be swayed by the facts in evidence, a partiality or personal bias for or against a party, and a personal pecuniary interest in the subject matter.—Examples of disqualifying bias include a close personal, family or business relationship with a party, ownership of property the value of which might be affected by the decision, and a business or personal financial situation that might be affected by the decision.

10.131 Should a Commission member be aware of circumstances which might appear to disqualify him or her, he or she can either disqualify him(her)self or explain the circumstances before the hearing and let the rest of the Commission, by majority vote, decide whether he or she participate.—Should the Commission be aware of circumstances which might appear to disqualify a member, the Commission, may, by majority vote, disqualify the member.

10.142 It is in the public interest that, to the greatest extent possible, all members of the Commission should have an opportunity to be aware of and act upon the information

that is available to other members. Therefore, all members are encouraged to place upon the record of the Plan Commission the substance of all ex-parte contacts that have occurred during the time that a legislative matter has been introduced and is still before the Plan Commission for a decision.

10.143 Except for submitting a written dissenting opinion as provided under these rules of procedure, no Commission member shall work for the frustration or the overturn of any decision made by a majority of the Commission outside the framework of the Commission.

10.154 Except for submitting a written dissenting opinion as provided under these rules of procedure, no Commission member shall lobby City Council members for votes or actions that undermine the decisions of the Plan Commission.

RULE 11 – WORK PROGRAM

11.1 Commission work programs should be established consistent with the following:

11.1.1 City Charter Sections 126, 127, and 128, and Spokane Municipal Code Section 4.12.010, as amended from time to time by the Council, including such Commission initiatives as are authorized thereunder;

11.1.2 Such functions as are conferred or requested by the City Council by ordinance or resolution;

11.1.3 Such requests as are made by the Mayor;

11.1.4 Legislative mandates;

11.1.5 City Department work programs; and

11.1.6 Other agency work programs.

11.2 Commission work programs should be established on a 12-month basis and should anticipate when the Commission will be taking an action.—Work programs should indicate the amount of staff time allocated to each task.—A minimal amount of time will be reserved on the work program to respond to crisis issues, subject to the Commission's obligations under the Charter and Municipal Code.

11.3 The Commission should hold an annual retreat to orient new members, evaluate the Commission's performance, and adopt the next 12-month work program.

The above Rules of Procedure are hereby declared adopted at the meeting of this Commission held this [insert date here] 11 day of March, 2020, and all — previous Commission By-Laws, Rules of Procedure and Regulations in conflict herewith are hereby deemed void and repealed.

SPOKANE CITY PLAN COMMISSION

By: _____
President

Attest:

Approved as to form:

Secretary






Assistant City Attorney



BRIEFING PAPER
Spokane Plan Commission
South Logan TOD Implementation
March 13, 2024

After a 20-month planning process working with community members on the vision for the area, the South Logan Transit-Oriented Development (TOD) Plan and Final Environmental Impact Statement (FEIS) was [adopted by resolution on January 29, 2024](#) by City Council.

Following adoption, the South Logan TOD Project will transition to implementation to make reality the planned future for the area. Implementation will include citywide and area-specific changes.

PLANNED ACTION ORDINANCE	CITYWIDE DEVELOPMENT CODE UPDATE	HAMILTON FORM-BASED CODE	LAND USE & ZONE CHANGES	RESIDENTIAL DESIGN STANDARDS
2024 Q2-Q3	2024 Q2-Q3	2024 Q2-Q3	2024 Q4	TBD
				

At the March 13 Plan Commission Workshop, Planning staff will discuss the anticipated timeline and proposed amendments within this implementation plan. The amendments include:

- **Planned Action Ordinance.** Planned Actions allow local governments to review potential impacts of development in a defined geographic area during the planning stage, rather than the development review stage. The Planned Action Ordinance will allow development approved under the adopted Subarea Plan to use the existing FEIS and not have an additional State Environmental Policy Act (SEPA) review, streamlining the permit review process while ensuring potential impacts were appropriately evaluated.
- **Citywide Development Code Update.** Citywide Spokane Municipal Code (SMC) text amendments to the Center and Corridor and higher intensity residential zone code sections will ensure development in the South Logan area is compliant with the adopted Subarea Plan and FEIS.
- **Hamilton Form-Based Code.** An update to the Hamilton Form-Based Code (FBC) will ensure design and use requirements allow for the built environment envisioned by the South Logan TOD Plan.
- **Land Use and Zone Changes.** Land Use amendments and rezones are required to increase housing capacity and support commercial development as envisioned by the South Logan TOD Plan.



BRIEFING PAPER
Spokane Plan Commission
South Logan TOD Implementation
March 13, 2024

- **Residential Design Standards.** A deeper dive into the citywide residential design standards will verify whether changes are needed to meet the vision of the South Logan TOD Plan. Based on prior discussions around re-evaluating all design standards, Planning staff believes the conversation would require a robust citywide public process with more significant citywide implications that should not be included within a single subarea project. Until existing design standards are modified, new development must comply with the design standards currently in the SMC.

Next Steps: Following this discussion at Plan Commission, proposed SMC text amendments will be drafted, and feedback sought from the Plan Commission and members of the public. The Project Team is tentatively scheduled to present before Plan Commission again on April 24.

More information is available on the project website at:

<https://my.spokanecity.org/projects/south-logan-transit-oriented-development-project/>



STAFF REPORT

PLANNING AND ECONOMIC DEVELOPMENT SERVICES DEPARTMENT

To:	City Plan Commission	
Subject:	Paper Cuts Code Amendments	
Staff Contact:	Jackie Churchill Planner I jchurchill@spokanecity.org	Spencer Gardner Planning Director sgardner@spokanecity.org
Report Date:	March 6, 2024	
Hearing Date:	March 13, 2024	
Recommendation:	Approval	

I. SUMMARY

This proposal will amend sections 04.16.040 Membership; 17A.020.020 B Definitions; 17A.020.080 H Definitions; 17C.120.110 Limited Use Standards; 17C.122.070 Center and Corridor Allowed Uses; 17C.122T.001 Table 17C.122.070-1 Center and Corridor Allowed Uses; 17C.190.450 Medical Centers; 17C.200.050 Street Tree Requirements; 17D.010.020 Concurrency Test; 17D.010.030 Certificate of Capacity; 17D.075.180 Appendix A – Impact Fee Schedule; 17G.020.040 Amendment Frequency; 17G.061.010 Summary of Land Use Application Procedures; 17G.061.320 Notice of Decision; 17G.070.030 Development Standards; and 17H.010.120 Alleys; to make minor changes that clarify government process and procedures, align with legislative requirements, and/or make clerical corrections in the Spokane Municipal Code. The proposal also adds a new section, 17C.190.255 Public Parking Lot, creating a new use category description.

II. BACKGROUND

Paper Cuts Code Amendments are revisions to the Unified Development Code (UDC) identified by staff that clarify or make minor changes. These changes are intended to be minor in nature to improve the enforcement of development regulations that improve the quality of life for Spokane residents and improve processing of applications for the development community. Corrections and clarification of code will permit the Development Services Center to communicate development regulations more clearly to applicants.

III. PROCESS

DEVELOPMENT CODE AMENDMENT PROCEDURE

Article III Section 21, Amendments and Repeals, of the City of Spokane Charter provides for the ability of amendments of the Charter and Spokane Municipal Code through ordinances. Title 17 is known as the Unified Development Code (UDC) and is incorporated into the Spokane Municipal Code to implement the City's Comprehensive Plan, and by reference, the requirements of the Washington State Growth Management Act (GMA). Section [17G.025.010](#) establishes the procedure and decision criteria that the City uses to review and amend the UDC. The City may approve amendments to the UDC if it is found that a proposed amendment is consistent with the provisions of the Comprehensive Plan, and bears a substantial relation to public health, safety, welfare, and protection of the environment.

Role of the City Plan Commission

The proposed text amendments require a review process set forth in Section 17G.025.010(F) SMC. The Plan Commission is responsible for holding a public hearing and forwarding its findings, conclusions, and recommendations to the City Council. Utilizing the decision criteria in 17G.025 SMC, the Plan Commission may recommend approval, modification, or denial of the proposal.

The Plan Commission may incorporate the facts and findings of the staff report as the basis for its recommendation to the City Council or may modify the findings as necessary to support their final recommendation.

Role of City Council

The City Council will also conduct a review process considering the proposed text amendment, public comments and testimony, the staff report, and the Plan Commission’s recommendation. The final decision to approve, modify, or deny the proposed amendment rests with the City Council. Proposals adopted by ordinance after public hearings are official amendments to the Spokane Municipal Code.

COMMUNITY ENGAGEMENT

Plan Commission workshop	February 28, 2024
SEPA Determination of Non-significance issued	February 28, 2024
Plan Commission Public Hearing	March 13, 2024

SEPA REVIEW

As outlined in Section 17G.025.010 SMC, notices of proposals to amend the UDC are distributed and interested parties should be made aware of such proposals during the Plan Commission review, including the SEPA checklist and determination. Similarly, a public notice published in the *Spokesman-Review* fourteen days prior to the Plan Commission public hearing is required.

This proposal was properly noticed pursuant to Section 17G.025.010(E). See **Exhibit B** for the SEPA Determination of Non-significance issued on February 28, 2024 for the proposed code amendments.

COMMENTS RECEIVED

- No comments were received as of March 5, 2024. All comments received between March 6, 2024 and March 13, 2024 will be forwarded to the Plan Commission prior to their public hearing.

IV. ANALYSIS

PROPOSAL DESCRIPTION

Code amendments:

- 04.16.040 Membership:** Code amended to create a range of allowable ages for the youth member of the Bicycle Advisory Board.
- 17A.020.020 “B” Definitions: Building Coverage:** The code was amended to clarify which portions of a building contribute to building coverage.
- 17A.020.020 “B” Definitions: Building Footprint:** The code was amended to add a definition of building footprint.
- 17A.020.080 “H” Definitions: Households:** The code was amended to be consistent with RCW [84.14.010](#).
- 17C.120.110 Limited Use Standards:** The code was amended to clarify that commercial parking on surface lots is not permitted in the O and OR zones.
- 17C.122.070 Center and Corridor Zone Allowed Uses:** Table 17C.122.070-1 Center and Corridor Zone Allowed Uses was removed because it was a duplicate of Table 17C.122T.070-1. A reference was made to the updated table.
- 17C.122T.001 Table 17C.122.070-1 Center and Corridor Zone Allowed Uses:** The table was amended to amended to clarify Surface Lot Commercial Parking is not a permitted use in Center and Corridor Zones. It was also updated to clarify that Structured Commercial Parking is permitted in Center and Corridor Zoning.
- 17C.190.255 Public Parking Lot:** This code section was added to define the term “public parking lot”.
- 17C.190.450 Medical Centers:** The code was amended for consistency. Emergency medical care clinics have been reclassified as office to be consistent with Section 17C.190.250(C) Office.

- **17C.200.050 Street Tree Requirements:** Updated TABLE 17C.200.050-1 to conform with current city practices for the Individual Planting Area in the Downtown Zone.
- **17D.010.020 Concurrency Test:** The section was amended to clarify and explain the concurrency review process.
- **17D.010.030 Certificate of Capacity:** The section was amended to clarify how and when capacity is reserved for permitted development.
- **17D.075.180 Appendix A – Impact Fee Schedule:** The impact fee schedule was amended to include the latest data from the 11th edition of the Trip Generation Manual to include attached housing.
- **17G.020.040 Amendment Frequency:** Code amended to remove irrelevant information.
- **Section 17G.061.010 Summary of Land Use Application Procedures:** Table 17G.061.010-1 Summary Of Application Types And Requirements has been amended to correct the application type for building without a permit.
- **17G.061.320 Notice of Decision:** The language in section C has been amended for clarity and to fix grammatical errors.
- **17G.070.030 Development Standards:** Section F (1) Lot Size Transition has been removed to be consistent with the current development code.
- **17H.010.130 Alleys:** Section B language has been updated to clarify when parking spaces shall be accessed from the alley and section H has been updated to remove unnecessary language regarding fire access.

IMPLEMENTATION OF COMPREHENSIVE PLAN GOALS AND POLICIES

Section [17G.025.010](#) SMC establishes the review criteria for text amendments to the Unified Development Code. In order to approve a text amendment, City Council shall consider the findings and recommendations of the Plan Commission along with the approval criteria outlined in the Code. The applicable criteria are shown below in *bold and italic* with staff analysis following the complete list. Review of the Comprehensive Plan goals and policies indicates that the proposal meets the approval criteria for internal consistency set forth in SMC 17G.025.010(G).

17G.025.010(G) Approval criteria

1. The proposed amendment is consistent with the applicable provisions of the comprehensive plan.

Staff Analysis: The proposed amendments do not alter the outcomes of the Unified Development Code (UDC) and therefore remains consistent with the various comprehensive plan goals of managing land use in an efficient manner. Furthermore, clarifying or correcting errors in the UDC helps further goals of transparency in government.

2. The proposed amendment bears a substantial relation to public health, safety, welfare, and protection of the environment.

Staff Analysis: The purpose of development regulations in the UDC is to provide a vehicle to implement the City's comprehensive plan, and by reference, the requirements of the Washington State Growth Management Act (GMA). The UDC includes community goals that bears a substantial relation to public health, safety, welfare, and protection of the environment and the proposed amendments to clarify or correct errors to the code language help further implement those goals.

V. DISCUSSION

The proposed text amendments clarify and correct errors within the UDC ensuring that the implementation and enforcement of the development regulations are more straightforward for City staff. The amendments also provide clarity for applicants as to what is expected for land use and building applications.

VI. CONCLUSION

Based on the facts and findings presented herein, staff concludes that the requested text amendments to the Unified Development Code satisfy the applicable criteria for approval as set forth in SMC Section 17G.025.010. To comply with RCW 36.70A.370 the proposed text amendments have been evaluated to ensure proposed changes do not result in unconstitutional takings of private property.

VII. STAFF RECOMMENDATION

Following the close of public testimony and deliberation regarding conclusions with respect to the review criteria and decision criteria detailed in SMC 17G.025.010, Plan Commission will need to make a recommendation to City Council for approval or denial of the requested code amendments to the Unified Development Code.

Staff **recommends approval** of the requested text amendments to 17A.020.020 B Definitions; 17A.020.080 H Definitions; 17C.120.110 Limited Use Standards; 17C.122.070 Center and Corridor Allowed Uses; 17C.122T.001 Table 17C.122.070-1 Center and Corridor Allowed Uses; 17C.190.450 Medical Centers; 17C.200.050 Street Tree Requirements; 17D.010.020 Concurrency Test; 17D.010.030 Certificate of Capacity; 17D.075.180 Appendix A – Impact Fee Schedule; 17G.020.040 Amendment Frequency; 17G.061.010 Summary of Land Use Application Procedures; 17G.061.320 Notice of Decision; 17G.070.030 Development Standards; and 17H.010.120 Alleys; and new section, 17C.190.255 Public Parking Lot.

VIII. LIST OF EXHIBITS

- A. Proposed text amendments
- B. SEPA Determination of Non-significance

EXHIBIT A

Title 04 Administrative Agencies and Procedures

Chapter 04.16 Bicycle Advisory Board

Section 04.16.040 Membership

The bicycle advisory board has ten members appointed by the city council according to the procedures of [SMC 4.01.030](#). An eleventh member (~~(under)~~ between the ages of sixteen and twenty-two (eighteen)) may be appointed to the board.

Date Passed: Monday, August 31, 2009

Effective Date: Thursday, October 8, 2009

ORD C34474 Section 1

DRAFT

Title 17A Administration

Chapter 17A.020 Definitions

Section 17A.020.020 “B” Definitions

A. Backed Sign.

See [SMC 17C.240.015](#).

B. Balloon Sign.

See [SMC 17C.240.015](#).

C. Bank Carving.

The incorporation of masses of alluvium or other weak bank materials into a stream channel because of undermining, usually in high flow stages.

D. Bank Erosion.

The incorporation of masses of alluvium or other weak bank materials into a stream channel.

E. Bankfull Width.

1. For streams, the measurement of the lateral extent of the water surface elevation perpendicular to the channel at bankfull depth. In cases where multiple channels exist, bankfull width is the sum of the individual channel widths along the cross-section.
2. For lakes, ponds, and impoundments, line of mean high water.
3. For periodically inundated areas of associated wetlands, line of periodic inundation, which will be found by examining the edge of inundation to ascertain where the presence and action of waters are so common and usual, and so long continued in all ordinary years, as to mark upon the soil a character distinct from that of the abutting upland.

F. Banner.

See [SMC 17C.240.015](#).

G. Bas-relief.

Sculptural form in which shapes or figures are carved in a flat surface and project only slightly from the background.

H. Base Flood.

The flood having a one percent chance of being equaled or exceeded in any given year, also referred to as the “one hundred year flood.”

I. Base Flood Elevation (BFE)

The elevation to which floodwater is anticipated to rise during the base flood.

J. Basement.

The portion of a building having its floor sub-grade (below ground level) on all sides.

K. Bedrock.

Means a general term for rock, typically hard, consolidated geologic material that underlies soil or other unconsolidated, superficial material or is exposed at the surface.

L. Bee.

Any stage of development of the common domestic honeybee, *Apis mellifera* species.

M. Beekeeper.

A person owning, possession, or controlling one or more colonies of bees.

N. Best Available Science.

Current scientific information used in the process to designate, protect, or restore critical areas, which is derived from a valid scientific process.

O. Best Management Practices.

The utilization of methods, techniques, or products that have been demonstrated to be the most effective and reliable in minimizing environmental impacts.

P. Bicycle Facilities

Facilities designated for use by bicyclists and sometimes by other non-motorized users. The following types of bikeway facilities are identified and further defined in the Comprehensive Plan:

1. Bike-Friendly Route.
2. Shared lane.
3. Neighborhood Greenway.
4. Bicycle lane, both striped and physically protected.
5. Shared-use pathway.

Q. Binding Site Plan – Final.

A drawing to a scale which:

1. identifies and shows the areas and locations of all streets, roads, improvements, utilities, open spaces, and any other matters provided in [SMC 17G.080.060](#);
2. contains inscriptions or attachments setting forth such appropriate limitations and conditions for the use of the land; and
3. contains provisions making any development be in conformity with the site plan.
4. A binding site plan can only be used on property zoned commercial or industrial.

R. Binding Site Plan – Preliminary.

A neat and approximate drawing of a proposed binding site plan showing the general layout of streets, alleys, lots, blocks, and other elements required by this chapter. The preliminary binding site plan shall be the basis for the approval or disapproval of the general layout of a binding site plan.

S. Block.

A group of lots, tracts, or parcels within well-defined and fixed boundaries. Blocks shall be recognized as closed polygons, bordered by street right-of-way lines, addition lines, or a combination of the two, unless an alley is desired, in which case a block is comprised of two closed polygons bordered by street and alley right-of-way lines.

T. Block Frontage.

All of the property fronting on one side of a street that is between intersecting or intercepting streets, or that is between a street and a water feature, or end of a dead end street. An intercepting street determines only the boundary of the block frontage on the side of the street which it intercepts.

U. Board.

The board of county commissioners of Spokane County.

V. Boating Facilities.

Boating facilities include uses for boat or launch ramps. Boating facility use generally requires shoreline modification with impacts to the shoreline both waterward and landward of the ordinary high-water marks.

W. Boundary Line Adjustment.

A division made for the purpose of adjusting boundary lines which does not create any additional lot, tract, parcel, site, or division nor create any lot, tract, parcel, site, or division which contains insufficient area and dimension to meet minimum requirements for width and area for a building site.

X. Breakaway Wall.

A wall that is not part of the structural support of the building and is intended through its design and construction to collapse under specific lateral loading forces, without causing damage to the elevated portion of the building or supporting foundation system.

Y. Breezeway.

A breezeway is a roofed passageway joining two separate structures.

Z. Building.

1. A "building" is a structure, or part, used or intended for supporting or sheltering any use or occupancy.
2. The term includes "factory-built structure" and "mobile home."

3. "Building" does not include a recreational vehicle.
4. "Building" means a structure that has a roof and is enclosed on at least fifty percent of the area of its sides for purposes of administration of zoning provisions.

AA. Building Base.

The plinth or platform upon which a building wall appears to rest, helping establish pedestrian-scaled elements and aesthetically tying the building to the ground.

AB. Building Coverage.

~~((Building coverage is the total amount of ground area covered by a structure or structures.~~

- ~~1. For purposes of calculating building coverage, covered porches, covered decks, pergolas, trellis, or other feature covering a deck, patio or porch are considered structures and included in the building coverage calculations.~~
- ~~2. Building coverage also includes uncovered horizontal structures such as decks, stairways, and entry bridges that are more than forty two inches above grade.~~
- ~~3. The calculation of building coverage includes the measurements of structures from the exterior wall including protrusions such as bay windows, but does not include the eave overhang.))~~

1. Included Items.

Building coverage is the total amount of ground area covered by a structure or structures. Coverage includes both conditioned and unconditioned space and is measured from the exterior wall. The following features are included in the calculation of Building Coverage:

- a) Covered porches;
- b) Covered decks;
- c) Uncovered decks more than forty-two (42) inches above grade;
- d) Covered stairways;
- e) Uncovered stairways more than forty-two (42) inches above grade;
- f) Entry bridges more than forty-two (42) inches above grade;
- g) Pergolas;
- h) Trellises;
- i) Bay windows;
- j) Cantilevered extensions; and
- k) Eave overhangs exceeding twenty-four (24) inches.

2. Excluded Items.

- a) Eave overhangs of twenty-four (24) inches or less; and
- b) Uncovered decks, stairways, or entry bridges less than forty-two (42) inches above grade.

3. Eave Overhangs.

For eave overhangs that exceed twenty-four (24) inches, the entirety of the eave overhang shall be included in the calculation.

AC. Building Envelope.

The area of a lot that delineates where a building may be placed.

AD. Building Footprint

The Building Coverage attributable to an individual building.

~~((AD))~~ AE. Building Frontage.

The length of any side of a building which fronts on a public street, measured in a straight line parallel with the abutting street.

~~((AE))~~ AF. Building Official.

The officer or other designated authority charged with the administration and enforcement of the Building Code.

~~((AF))~~ AG. Build-to Line.

An alignment establishing a certain distance from the property line (street right-of-way line) along which the building is required to be built.

((~~AG~~)) AH. Bulkhead.

A solid or open pile wall erected generally parallel to and near the ordinary high-water mark for the purpose of protecting adjacent uplands from water or erosion. Bulkheads are considered a “hard” shoreline stabilization measure.

Date Passed: Monday, November 20, 2023

Effective Date: Monday, January 1, 2024

ORD C36459 Section 2

DRAFT

[Title 17A](#) Administration

[Chapter 17A.020](#) Definitions

[Section 17A.020.080](#) "H" Definitions

A. Habitat.

What plants and animals call "home" Habitat for a particular plant or animal consists of the elements it needs to survive. These elements may be tied to temperature, water, soil, sunlight, source of food, refuge from predators, place to reproduce and other living and non-living factors. (taken from department of fish and wildlife).

B. Habitat Blocks.

Sections of habitat, such as grasslands, forest lands, or riparian areas. These can be either adjacent to other sections, or blocks, of habitat or isolated within urban areas.

C. Habitat Conservation.

Protection or preservation of habitat by various means, such as regulation or acquisition.

D. Habitat Fragmentation.

The separation or breakup of a habitat area into smaller sections or habitat blocks by activities, such as development, logging, and agriculture, often resulting in degraded habitat due to blocked migration corridors and decreased access to water and feeding areas. It can also create isolated populations of wildlife and a decrease in their genetic diversity.

E. Habitat Management Plan.

A fish and wildlife management plan developed to preserve and protect the ecological conditions and habitat specific to a particular site or location. Habitat management plans incorporate best management practices.

F. Hazard Tree.

Any tree that is susceptible to immediate fall due to its condition (damaged, diseased, or dead) or other factors, and which, because of its location, is at risk of damaging permanent physical improvements to property or causing personal injury.

G. Hazardous Material.

Any liquid, solid, gas, or sludge, including any material, substance, product, commodity, or waste, regardless of quantity, that exhibits any of the physical, chemical or biological properties described in WAC 173-303-090 or WAC 173-303-100.

H. Hearing Officer.

1. A person or reviewing body appointed by the mayor to consider appeals under [SMC 17E.010.140](#).
2. The officer makes reasonable rules and procedures for the conduct of the hearings authorized hereunder.

I. Height.

The height of a building is as defined in the International Building Code, Sec. 502.1 as "building height," the vertical distance from grade plane to the average height of the highest roof surface. Building height for structures in the residential zones is referenced in [SMC 17C.110.215](#), Building Height.

J. High Quality Vegetative Buffer.

A wetland buffer comprised of multilevel dense native vegetation including shrubs.

K. Highest Adjacent Grade.

The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

L. Historic Landmark.

An historic site, object, building or structure designated pursuant to this chapter that serves as an example of the cultural, historical, architectural or archaeological development of Spokane and Spokane County.

M. Historic Preservation Officer (HPO).

The person charged with the daily operation of the historic preservation office and who:

1. under the administrative direction of the director of planning and economic development services, community and economic development, conducts the work program of the City/County historic preservation office; and
2. serves as the primary staff person for the City/County landmarks commission.

N. Historic Structure

For purposes of the floodplain regulations in [chapter 17E.030 SMC](#), any structure that is:

1. Listed individually in the National Register of Historic Places, as maintained by the Department of Interior, or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
2. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
3. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of Interior; or
4. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
 - a. By an approved state program as determined by the Secretary of the Interior, or
 - b. Directly by the Secretary of the Interior in states without approved programs.

O. Hive.

Any Langstroth type structure with movable-frames intended for the housing of a bee colony. A hive typically consists of a cover, honey supers, brood chambers and a bottom board.

P. Homeowners' Association.

Any combination or group of persons or any association, corporation or other entity that represents homeowners residing in a short subdivision, subdivision, or planned unit development. A homeowners' association shall be an entity legally created under the laws of the State of Washington.

Q. House.

A detached dwelling unit located on its own lot.

R. Household.

1. A household may be a single person, family, or unrelated persons living together, consistent with RCW 84.14.010.

((A housekeeping unit consisting of:

- ~~1. an individual;~~
- ~~2. two or more related persons as defined in [SMC 17A.020.180\(M\)](#);~~
- ~~3. a group of two or more disabled residents protected under the Federal Fair Housing Amendment Act of 1988;~~
- ~~4. adult family homes as defined under Washington State law; or~~
- ~~5. a group living arrangement where six or fewer residents receive support services such as counseling, foster care or medical supervision at the dwelling unit by resident or non-resident staff; and~~
- ~~6. up to six residents not related by blood or marriage who live together in a single-family dwelling, or in conjunction with any of the above individuals or groups, shall also be considered a household.~~
- ~~7. For purposes of this section, minors living with parent, legal custodian (including a foster parent), or legal guardian shall not be counted as part of the maximum number of residents.~~
- ~~8. Any limitation on the number of residents resulting from this definition shall not be applied in a manner inconsistent with the Fair Housing Amendment Act of 1988, 42 U.S.C. 360, et seq., the Washington law Against Discrimination, Chapter 49.60 RCW, and/or the Washington Housing Policy Act, RCW 46.63.220.))~~

S. Household Pet.

Any animal such as a cat, dog, rabbit, or bird (canary, parakeet, etc.), amphibian/reptile (turtle, lizard, etc.), rodent (rat, mouse, gerbil, etc.), or tropical fish that lives in or is kept within a residence or on a property contain the owner's residence. Young household pets under the age of four months are not included when counting household pets.

T. Hydraulic Project Approval (HPA).

A permit issued by the State department of fish and wildlife for modifications to waters of the State in accordance with RCW 77.55.

U. Hydric Soil.

Soil that is saturated, flooded, or ponded long enough during the growing season to develop anaerobic conditions in the upper part. The presence of hydric soil shall be determined following the methods described in the Field Indicators of Hydric Soils in the United States 6.0 or as amended.

V. Hydrophytic Vegetation.

Macrophytic plant life growing in water or on a substrate that is at least periodically deficient in oxygen as a result of excessive water content. The presence of hydrophytic vegetation shall be determined following the methods described in the Washington State Wetland Identification and Delineation Manual.

Date Passed: Monday, October 25, 2021

Effective Date: Thursday, December 2, 2021

ORD C36117 Section 5

DRAFT

Title 17C Land Use Standards

Chapter 17C.120 Commercial Zones

Section 17C.120.110 Limited Use Standards

The paragraphs listed below contain the limitations and correspond with the bracketed [] footnote numbers from [Table 17C.120-1](#).

1. Group Living.

This regulation applies to all parts of [Table 17C.120-1](#) that have a [1].

a. General Standards.

All group living uses except for alternative or post-incarceration facilities are allowed by right.

b. Alternative or Post Incarceration Facilities.

Group living uses which consist of alternative or post incarceration facilities are conditional uses.

2. Adult Business.

This regulation applies to all parts of [Table 17C.120-1](#) that have a [2].

Adult businesses are subject to the additional standards of chapter [17C.305 SMC](#).

3. Commercial Parking.

This regulation applies to all parts of [Table 17C.120-1](#) that have a [3]. In the O and OR zones, a commercial parking use provided within a building or parking structure is a conditional use. Commercial parking on surface lots is not permitted in the O and OR zones.

4. Drive-through Facility.

This regulation applies to all parts of [Table 17C.120-1](#) that have a [4]. In the O and OR zones, a drive-through facility is permitted only when associated with a drive-through bank. In addition, in the OR zone, for a florist use approved by a special permit, sales of non-alcoholic beverages, and sale of food items not prepared on site, including drive-through sales of such items are allowed as an accessory use at locations situated on principal arterials or a designated state route. Drive-through facilities are subject to the additional standards of [SMC 17C.120.290](#) and [SMC 17C.325](#).

5. Quick Vehicle Servicing.

This regulation applies to all parts of [Table 17C.120-1](#) that have a [5].

Quick vehicle servicing uses are permitted only on sites that have frontage

on a principal arterial street. Quick vehicle servicing uses are subject to the additional standards of [SMC 17C.120.290](#).

6. Retail Sales and Service Uses Size Limitation.

This regulation applies to all parts of [Table 17C.120-1](#) that have a [6]. Retail sales and services are limited in size in order to reduce their potential impacts on residential uses and to promote a relatively local market area. Retail sales and services uses are limited to the following:

- a. When retail sales and services uses are located within an office building, the retail sales and services may be larger than three thousand square feet, but may not exceed ten percent of the total floor area of the building exclusive of parking areas located within the structure.
- b. Uses not within an office building which are listed as sales-oriented under [SMC 17C.190.270\(C\)](#), retail sales and service, are limited to three thousand square feet of total floor area per site exclusive of parking areas located within a structure.
- c. Uses other than a hotel, motel, private club or lodge which are listed as personal service-oriented, entertainment-oriented or repair-oriented under [SMC 17C.190.270\(C\)](#), retail sales and service, that are larger than three thousand square feet are a conditional use. A hotel, motel, private club or lodge may be larger than three thousand square feet.

7. Required Residential Limitation.

This regulation applies to all parts of [Table 17C.120-1](#) that have a [7]. The limitations are stated in [SMC 17C.120.280](#).

8. Industrial Size Limitation.

This regulation applies to all parts of [Table 17C.120-1](#) that have a [8]. These types of uses are limited in size to assure that they will not dominate the commercial area and to limit their potential impacts on residential and commercial uses. In addition, if the planning and economic development services director determines that the proposed use will not be able to comply with the off-site impact standards of [chapter 17C.220 SMC](#), the planning and economic development services director may require documentation that the development will be modified to conform with the standards.

- a. Individual uses in the NR and NMU zones are limited to five thousand square feet of floor area per site exclusive of parking area.
- b. Individual uses in the CB zone that exceed twenty thousand square feet of floor area per site exclusive of parking area are a conditional use.

- c. Individual uses in the GC zone that exceed fifty thousand square feet of floor area per site exclusive of parking area are a conditional use.

9. Mini-storage Facilities Limitation.

This regulation applies to all parts of [Table 17C.120-1](#) that have an [9]. The limitations are stated with the special standards for these uses in chapter 17C.350 SMC, Mini-storage Facilities.

10. Outdoor Activity Limitation.

This regulation applies to all parts of [Table 17C.120-1](#) that have a [10]. Outdoor display, storage or use of industrial equipment, such as tools, equipment, vehicles, products, materials or other objects that are part of or used for the business operation is prohibited.

11. [Deleted]

12. [Deleted]

13. Mobile Food Vending.

This standard applies to all parts of [Table 17C.120-1](#) that have a [13]. All mobile food vendors shall have a valid mobile food vending license issued pursuant to [SMC 10.51.010](#) Mobile Food Vendors.

Date Passed: Monday, January 11, 2016

Effective Date: Wednesday, February 24, 2016

ORD C35346 Section 4

Title 17C Land Use Standards

Chapter 17C.122 Center and Corridor Zones

Section 17C.122.070 Center and Corridor Zone Allowed Uses

The uses allowed in the center and corridor zones are shown in ((Table 17C.122.070-1.)) Chapter 17C.122T Center and Corridor Zone Development Tables: Table 17C.122.070-1 Center and Corridor Zone Allowed Uses

TABLE 17C.122.070-1 CENTER AND CORRIDOR ZONE ALLOWED USES			
Use is: P — Permitted N — Not Permitted L — Allowed, but special limitations CU — Conditional use review required	CC Zone Type		
	Core Zones		Transition Zone
	CC1	CC2	CC4
Residential*	P	P	P
Hotels, including Bed and Breakfast Inns	P	P	N
Commercial, Financial, Retail, Personal Services (for neighborhood centers (NC) — See Note 1 below)	P[1]	P[1]	L[4]
Eating and Drinking Establishments (for neighborhood centers (NC) — See Note 2 below)	P[2]	P[2]	N
Restaurants without Cocktail Lounges	P	P	L[4]
Professional and Medical Offices	P	P	L[4]
Entertainment, Museum and Cultural	P	P	N
Government, Public Service or Utility Structures, Social Services and Education	P	P	P
Religious Institutions	P	P	P
Parks and Open Space	P	P	P
Structured Parking*	P	P	P
Public Parking Lot	P	P	N

Limited Industrial (if entirely within a building) (for neighborhood centers (NC) — See Note 3 below)	P[3]	P[3]	N
Heavy Industrial	N	N	N
Drive-through Businesses on Pedestrian Streets	N	N	N
Motor Vehicles Sales, Rental, Repair or Washing	N	P	N
Automotive Parts and Tires (with exterior storage or display)	N	P	N
Gasoline Sales (serving more than six vehicles)	N	P	N
Gasoline Sale (serving six vehicles or less)	P	P	P
Self-storage or Warehouse	N	P	N
Adult Business (subject to chapter 17C.305 SMC special provisions)	N	N	N
Winery and Microbreweries	P	P	N
Mobile Food Vending	P[5]	P[5]	P[5]
<p>* Uses especially encouraged through greater FAR and bonuses.</p> <p>Notes:</p> <p>[1] Retail uses having more than forty thousand gsf are not permitted in neighborhood centers designated by the comprehensive plan.</p> <p>[2] Eating and drinking establishments larger than five thousand gsf are not permitted in neighborhood centers designated by the comprehensive plan.</p> <p>[3] Limited industrial uses having more than twenty thousand gsf are not permitted in neighborhood centers designated by the comprehensive plan.</p> <p>[4] Residential uses are required to be mixed on the same parcel as proposed office and retail uses. Nonresidential uses are limited to three thousand square feet per parcel. In neighborhood centers, nonresidential uses are only allowed on parcels with frontage on an arterial street. Nonresidential uses in the CC4 zone are not allowed within sixty feet of a single-family and two-family residential zone or further than three hundred feet (neighborhood center only) from a CC core comprehensive plan designation.</p> <p>[5] All mobile food vendors shall have a valid mobile food vending license issued pursuant to SMC 10.51.010.</p>			

Date Passed: Monday, June 23, 2014

Effective Date: Friday, August 8, 2014

ORD C35098 Section 4

Title 17C Land Use Standards

Chapter 17C.122T Center and Corridor Zone Development Tables

Section 17C.122T.001 Table 17C.122.070-1 Center and Corridor Zone Allowed Uses

TABLE 17C.122.070-1 CENTER AND CORRIDOR ZONE ALLOWED USES			
Use is: P – Permitted N – Not Permitted L – Allowed, but special limitations CU – Conditional use review required	CC Zone Type		
	Core Zones		Transition Zone
	CC1	CC2	CC4
Residential*	P	P	P
Hotels, including Bed and Breakfast Inns	P	P	N
Commercial, Financial, Retail, Personal Services (for neighborhood centers (NC) – See Note 1 below)	P[1]	P[1]	L[4]
Eating and Drinking Establishments (for neighborhood centers (NC) – See Note 2 below)	P[2]	P[2]	N
Restaurants without Cocktail Lounges	P	P	L[4]
Professional and Medical Offices	P	P	L[4]
Entertainment, Museum and Cultural	P	P	N
Government, Public Service or Utility Structures, Social Services and Education	P	P	P
Religious Institutions	P	P	P
Parks and Open Space	P	P	P
<u>Surface Lot Commercial Parking</u>	<u>N</u>	<u>N</u>	<u>N</u>
Structured <u>Commercial</u> Parking*	P	P	P
Public Parking Lot	P	P	N
Limited Industrial (if entirely within a building) (for neighborhood centers (NC) – See Note 3 below)	P[3]	P[3]	N
Heavy Industrial	N	N	N
Drive-through Businesses on Pedestrian Streets	N	N	N

Motor Vehicles Sales, Rental, Repair or Washing	N	P	N
Automotive Parts and Tires (with exterior storage or display)	N	P	N
Gasoline Sales (serving more than six vehicles)	N	P	N
Gasoline Sale (serving six vehicles or less)	P	P	P
Self-storage or Warehouse	N	P	N
Adult Business (subject to chapter 17C.305 SMC special provisions)	N	N	N
Winery and Microbreweries	P	P	N
Mobile Food Vending	P[5]	P[5]	P[5]
<p>* Uses especially encouraged through greater FAR and bonuses.</p> <p>Notes:</p> <p>[1] Retail uses having more than forty thousand gsf are not permitted in neighborhood centers designated by the comprehensive plan.</p> <p>[2] Eating and drinking establishments larger than five thousand gsf are not permitted in neighborhood centers designated by the comprehensive plan.</p> <p>[3] Limited industrial uses having more than twenty thousand gsf are not permitted in neighborhood centers designated by the comprehensive plan.</p> <p>[4] Residential uses are required to be mixed on the same parcel as proposed office and retail uses. Nonresidential uses are limited to three thousand square feet per parcel. In neighborhood centers, nonresidential uses are only allowed on parcels with frontage on an arterial street. Nonresidential uses in the CC4 zone are not allowed within sixty feet of a single-family and two-family residential zone or further than three hundred feet (neighborhood center only) from a CC core comprehensive plan designation.</p> <p>[5] All mobile food vendors shall have a valid mobile food vending license issued pursuant to SMC 10.51.010.</p>			

Date Passed: Monday, June 23, 2014

Effective Date: Friday, August 8, 2014

ORD C35098

NEW SECTION

[Title 17C Land Use Standards](#)

[Chapter 17C.190 Use Category Descriptions](#)

Section 17C.190.255 Public Parking Lot

A. Characteristics.

A parking facility that is not accessory to another use and is owned, operated, or maintained by the City or some other public agency.

DRAFT

Title 17C Land Use Standards

Chapter 17C.190 Use Category Descriptions

Article V. Institutional Categories

Section 17C.190.450 Medical Centers

A. Characteristics.

Medical Centers includes uses providing medical or surgical care to patients and offering overnight care. Medical Centers tend to be on multiple blocks or in campus settings.

B. Accessory Uses.

Accessory uses include outpatient clinics, offices, laboratories, teaching facilities, meeting areas, cafeterias, parking, maintenance facilities and housing facilities for staff or trainees.

C. Examples.

Examples include hospitals and medical complexes that include hospitals.

D. Exceptions.

1. Uses that provide exclusive care and planned treatment or training for psychiatric, alcohol or drug problems, where patients are residents of the program, are classified in the Group Living category.
2. Medical clinics that provide care where patients are generally not kept overnight are classified as Office.
3. Emergency medical care clinics are classified as ~~((Retail Sales and Service))~~ Office.

Date Passed: Tuesday, May 31, 2005

Effective Date: Wednesday, July 6, 2005

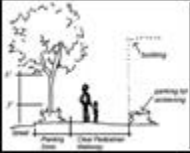
ORD C33636 Section 3

Title 17C Land Use Standards
Chapter 17C.200 Landscaping and Screening
Section 17C.200.050 Street Tree Requirements

A. Purpose.

To provide consistent street frontage character within the street right-of-way. The street tree standards also maintain and add to Spokane's tree canopy and enhance the overall appearance of commercial and neighborhood development. Trees are an integral aspect of the Spokane landscape and add to the livability of Spokane. They provide aesthetic and economic value to property owners and the community at large.

B. Street Tree Implementation.

1. Street trees are required along all city streets in downtown, commercial, center and corridor, industrial, residential and FBC zones.
2. Street trees shall be planted between the curb and the walking path of the sidewalk.
3. Street trees, tree grates and other landscaping shall be maintained and irrigated by the adjacent property owner. If the adjacent property owner fails to maintain the adjacent street trees and other landscaping, the City may perform the required tree and other landscaping work at the abutting property owner's expense as referenced in [SMC 12.02.0210\(B\)\(2\)](#).
4. If a street has a uniform planting of street trees or a distinctive species within the right-of-way, then new street trees should be of a similar form, character and planting pattern.
5. For a full list of approved trees in the city of Spokane, see the urban forestry program's approved street tree list. Species selection should be guided by individual site conditions including hydrology, soil, solar orientation, and physical constraints.

C. Planting Zones.

1. Provide continuous planting strips or individual planting areas per Table 17C.200.050-1, Tree Planting Dimensional Standards.

TABLE 17C.200.050-1**Tree Planting Dimensional Standards [1]**

ZONE	CONTINUOUS PLANTING STRIP (minimum width as measured from back of curb)	INDIVIDUAL PLANTING AREA (width as measured from back of curb)
Downtown	Individual Planting Areas (tree vaults) required [1]	4 ft. minimum (6) 8 ft. maximum [2]
CC	5 ft.	4 ft. minimum 6 ft. maximum [2]
FBC	Individual Planting Areas (tree vaults) required [1]	5 ft [2]
Commercial	5 ft.	4 ft. minimum 6 ft. maximum [2]
Industrial	6 ft.	Continuous Planting Strip required [3]
RA, RSF, RTF	6 ft.	Continuous Planting Strip required [3]
RMF, RHD	6 ft.	Continuous Planting Strip required [3]
School/Church Loading Zone	Not Applicable	4 ft. minimum 6 ft. maximum [2, 4]

Notes:

[1] Individual Planting Areas (tree vaults) are the standard for the Downtown and FBC Zones. Proposals for Continuous Planting Strips may be evaluated on a case by case basis.

[2] Un-compacted soils are necessary for street trees. Individual planting areas (or tree vaults) must be of a size to accommodate a minimum of 100 cubic feet of un-compacted soils per tree at a maximum depth of three feet. Refer to the Engineering Design Standards for examples of potential options in individual planting areas.

[3] Continuous Planting Strips are the standard for Industrial and Residential Zones. However, individual planting areas meeting the CC standard may be proposed and evaluated on a case by case basis in Industrial, RMF and RHD Zones.

[4] In all zones, within a school/church loading zone, street tree location may vary from the standard as long as street trees are located within the right-of-way.

[5] In all zones, when a continuous planting strip will double as a stormwater swale, the minimum width shall be 6.5 feet.

2. Continuous Planting Strips.

- a. Continuous planting strips may be planted with living ground cover or low plantings that are maintained at a height less than three (3) feet from ground level.

- b. When auto traffic is immediately adjacent to the curb, new street trees must be planted at least three (3) feet from the edge of the automobile travel way.



3. Individual Planting Areas.

- a. When an individual planting area is not symmetrical, the longer dimension shall run along the curb.

- b. Tree grates or plantings are acceptable. However, when there is on-street parking, a tree grate or a paved walk eighteen (18) inches wide behind the curb are encouraged to help avoid conflicts with car doors and foot traffic. The minimum clear pedestrian walking path as required for the zone shall be maintained.



Figure 1 Tree Grates

- c. Where tree grates are used, they shall be ADA accessible and have a similar size and material as tree grates found in adjacent developments. Where tree grates are used, tree guards are encouraged for tree protection.



Figure 2 Street Trees with plantings up to 3 ft.

- d. Un-compacted soils are necessary for street trees. A minimum of one hundred (100) cubic feet per tree at a maximum depth of three feet is required. See Engineering Design Standards for examples of potential options in individual planting areas and for retrofitting sidewalks.



Figure 3 Tree Grate with Tree Guard

D. Size Requirements for New Street Trees.

- 1. Street trees shall meet the most recent ANSI standards for a two-inch caliper tree at the time of planting



2. Larger shade trees with spreading canopies or branches are desirable where possible. Species of street trees within the public rights-of-way shall be approved by the City urban forester and reviewed by the director of engineering services.
 3. If overhead power lines are present, street trees shall be limited to a mature height of twenty-five (25) feet to avoid conflict with utility lines and maintenance crews.
- E. Spacing Requirements for Street Tree Spacing.
- The objective, when planting and maintaining street trees, is to create and maintain in a healthy condition a continuous tree canopy over the sidewalk.
1. Continuous planting strips.
Average spacing shall be twenty-five (25) feet for small and columnar trees and thirty (30) feet for canopy trees. The planning director may allow increased spacing for exceptionally large trees or upon the recommendation of the urban forester.
 2. Individual planting areas.
Average spacing for all tree sizes and types shall be twenty-five (25) feet. Trees planted adjacent to parallel parking stalls with meters may be spaced twenty (20) feet apart.
 3. Street tree plantings shall consider the location of existing utilities, lighting, driveways, business entrances and existing and proposed signs. See the Engineering Design Standards for required dimensions.

F. Clear View Zone.

Landscaped areas between the curb and sidewalk, as well as landscaped areas within the clear view triangle as defined in [SMC 17A.020.030](#) shall be maintained or plant material chosen to maintain a vertical clear view zone between three and eight feet from ground level.



Date Passed: Monday, November 30, 2020
Effective Date: Sunday, January 3, 2021
ORD C35984 Section 1

Section 17D.010.020 Concurrency ((Test)) Review

A. Application.

All development permit applications are subject to a concurrency test except those exempted in SMC 17D.010.030. If a concurrency test is conducted for the preliminary plat application, no concurrency test shall be required for the final plat application.

B. Procedures.

The concurrency ((test)) review will be performed in the processing of the development permit and conducted by the appropriate facility and service providers.

1. The planning and economic development services department shall provide the overall coordination of the concurrency test by notifying the facility and service providers of all applications (not including applications for building permits which shall be processed and coordinated by the building services department in a manner consistent with this chapter) requiring a concurrency test as set forth in subsection (A) of this section; notifying the facility and service providers of all exempted applications which use capacity as set forth in SMC 17G.060.090(C); notifying the applicant of the test results; notifying the facility and service providers of the final outcome (approval or denial) of the development permit; and notifying the facility and service providers of any expired development permits or discontinued certificates of capacity. Failure by the notified facility and service provider to respond shall be construed as a finding that concurrency is met.

2. All facility and service providers shall be responsible for maintaining and monitoring their available and planned capacity.

3. On an annual basis, the Integrated Capital Management Department should coordinate with facility and service providers to identify projects that may be needed in order to accommodate future development and should incorporate such projects in the annual update of the City's Capital Improvement Program.

~~((3. The facility and service providers shall be responsible for annually reporting to the planning and economic development services department the total available and planned capacity of their facility or service as of the end of each calendar year. Such reporting shall be made no later than July 1st for inclusion in the amendment process of the City of Spokane comprehensive plan.))~~

C. ((Test)) Review.

Development applications that would result in a reduction of a level of service below the minimum level of service standard cannot be approved. For public water, public wastewater (sewer and stormwater), solid waste disposal, and recycling, only available capacity will be used in the concurrency ~~((test))~~ review. For transportation, police protection, fire protection, schools, parks and recreation and libraries available and planned capacity will be used in conducting the concurrency ~~((test))~~ review.

1. If the capacity of concurrency facilities, either existing or as planned, is equal to or greater than the capacity required by the development permit to, the concurrency ~~((test))~~ review is ~~((passed))~~ satisfied. ~~((A certificate of capacity will be issued according to the provisions of SMC 17D.010.030.))~~
2. If the concurrency test is not passed, the applicant may accept a ninety-day reservation of concurrency facilities that exist and:
 - a. modify the application to reduce the need for concurrency facilities that do not exist;
 - b. demonstrate to the service provider's satisfaction that the development will have a lower need for capacity than usual and, therefore, capacity is adequate;
 - c. arrange with the service provider for the provision of the additional capacity of concurrency facilities required; or
 - d. appeal the results of the concurrency ~~((test))~~ review to the hearing examiner in accordance with the provisions of SMC 17D.010.050. The ninety-day reservation period is tolled from the date an appeal is filed until the date the hearing examiner signs his written opinion.

D. Concurrency Inquiry ~~((--Application))~~.

An inquiry may be made as to ~~((applicant may inquire))~~ whether or not capacity exists within concurrency facilities ~~((exist))~~ without an accompanying request for a development permit.

1. Fee.

As set forth in SMC 8.02.0696, a fee may be charged for such concurrency ~~((test))~~ review. Any available capacity cannot be reserved. ~~((A certificate of capacity will only be issued in conjunction with a development permit approval as outlined in SMC 17D.010.030.))~~

2. Capacity Letter.

Upon request, the Director of Engineering may issue a letter indicating whether capacity is available. Unless reserved through some other process or through a Development Agreement, such letter shall not be legally binding.

the applicant has accepted ((T)) the ninety-day reservation period.
~~((is tolled from the date an appeal is filed until the date the hearing examiner signs his written opinion.))~~

~~((D-))~~ C. Concurrency Inquiry ((--Application)).

An inquiry may be made as to ((applicant may inquire)) whether or not capacity exists within concurrency facilities ((exist)) without an accompanying request for a development permit. ~~((As set forth in [SMC 8.02.0696](#), a fee may be charged for such concurrency test. Any available capacity cannot be reserved. A certificate of capacity will only be issued in conjunction with a development permit approval as outlined in [SMC 17D.010.030](#).)~~

1. Fee.

As set forth in [SMC 8.02.0696](#), a fee may be charged for such concurrency ~~((test))~~ review. Any available capacity cannot be reserved.

2. Capacity Letter.

Upon request, the Director of Engineering may issue a letter indicating whether capacity is available. Unless reserved through some other process or through a Development Agreement, such letter shall not be legally binding.

Date Passed: Monday, November 26, 2007

Effective Date: Wednesday, January 2, 2008

ORD C34135 Section 8

Section 17D.010.030 ~~((Certificate of))~~ Reservation of Capacity

A. ~~((Issuance))~~ Reservation.

~~((A certificate of e))~~ Capacity shall be reserved for a specific development ~~((issued))~~ at the same time the development permit is issued and upon payment of any fee and/or performance of any condition required by a service provider.

1. ~~((A certificate of e))~~ Capacity shall be reserved ~~((apply))~~ only for ~~((to))~~ the specific land uses, densities, intensities and development project described in the application and development permit.
2. ~~((A certificate of e))~~ Capacity reserved for a specific development is not transferable to other land but may be transferred to new owners of the original land.

B. ~~((Life Span of Certificate))~~ Expiration.

~~((A certificate of e))~~ Capacity reserved for a specific development shall expire if the accompanying development permit expires or is revoked. ~~((A certificate of capacity may be extended according to the same terms and conditions as the accompanying development permit.))~~ If the development permit is granted an extension, the accompanying capacity shall continue to be reserved for the life of the permit ~~((so shall the certificate of capacity))~~.

C. Unused Capacity.

Any capacity that is not used because the ~~((developer decides not to develop or the))~~ accompanying development permit~~((s))~~ expires shall be returned to the pool of available capacity.

D. No Impact.

Development permits for development which creates no additional impacts on any concurrency facility are exempt from the requirements of this chapter. Such development includes, but is not limited to:

1. any addition to a residence or accessory structure with no change in use or increase in the number of dwelling units;
2. interior renovations with no change in use or increase in number of dwelling units;
3. interior completion of a structure for use(s) with the same or less intensity as the existing use or a previously approved use;
4. replacement structure with no change in use or increase in number of dwelling units;
5. temporary construction trailers;
6. driveway, resurfacing or parking lot paving;

7. re-roofing of structures;
8. demolitions.

E. Exempt Permits.

The following development permits are exempt from the requirements of this chapter:

1. Boundary line adjustment;
2. Final plats;
3. Temporary use permit;
4. Variance;
5. Waiver;
6. Shoreline substantial development permit/variance.

F. Application Filed Before Effective Date of Certificate of Capacity Ordinance.

Complete development permit applications that have been submitted before the effective date of the Certificate of Capacity ordinance (March 30, 2005) are exempt from the requirements of this chapter.

G. Pre-existing Use Rights.

Development permits that were issued before March 30, 2005 shall be considered to have capacity as long as the accompanying development permit is valid. If the accompanying development permit does not expire, capacity shall be considered to exist for three years after March 30, 2005.

H. Single-family Homes and Duplexes.

Building permits for a single-family home and/or a duplex are exempt from the requirements of this chapter.

I. Interior Renovations.

Interior renovations that only add one additional dwelling unit are exempt from the requirements of this chapter.

J. Accessory Dwelling Units.

All accessory dwelling units, as defined in chapter 17C.300 SMC, are exempt from the requirements of this chapter.

K. Accounting for Capacity.

The capacity for development permits exempted under subsections (C), (D), (E), (F) and (G) of this section shall be taken into account.

[Title 17D](#) City-wide Standards

[Chapter 17D.075](#) Transportation Impact Fees

[Section 17D.075.180](#) Appendix A – Impact Fee Schedule

[Appendix A – Impact Fee Schedule](#)

Date Passed: Monday, March 13, 2023

Effective Date: Monday, March 13, 2023

ORD C36368 Section 3

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APPENDIX A



2024 Downtown District Transportation Impact Fee Schedule

Effective with Q1 2024 Code Update

Land Use	ITE Land Use Code	Unit of Measure	Fee per Unit
COST PER TRIP			
Residential			
Single Family Detached	210	dwelling	\$230.76
Single Family Attached (duplex, townhouse)	215	dwelling	\$139.93
Multi-Family 1-2 level	220	dwelling	\$125.20
Multi-Family 3-10 level	221	dwelling	\$95.74
ADU	-	dwelling	\$95.74
Multi Family Low-Income (1-2 level)	223	dwelling	\$112.92
Assisted Living	254	bed	\$46.83
Continuing Care Retirement Comm	255	dwelling	\$37.07
Nursing Home	620	bed	\$27.32
Commercial - Services			
Hotel (3 Levels or More)	310	room	\$164.64
Hotel/Motel	320	room	\$131.16
Movie Theater	444	sq ft/GFA	\$0.47
Health Club	492	sq ft/GFA	\$0.57
Day Care	565	sq ft/GFA	\$1.17
Bank	912	sq ft/GFA	\$1.27
Commercial - Institutional			
Elementary School	520	sq ft/GFA	\$0.13
Middle School	522	sq ft/GFA	\$0.09
High School	530	sq ft/GFA	\$0.11
University/College	550	ASF	\$0.14
Religious Institute	560	sq ft/GFA	\$0.12
Library	590	sq ft/GFA	\$0.77
Hospital	610	sq ft/GFA	\$0.26
Commercial - Administrative Office			
Veterinary Clinic	640	sq ft/GFA	\$1.07
General Office	710	sq ft/GFA	\$0.37
Medical Office / Clinic	720	sq ft/GFA	\$0.81
Office Park	750	sq ft/GFA	\$0.36

BASE RATE PER PM TRIP

\$210

Land Use	ITE Land Use Code	Unit of Measure	Fee per Unit
COST PER TRIP			
Commercial - Retail			
Free-Standing Discount Superstore	813	sq ft/GFA	\$0.38
Specialty Retail Center	826	sq ft/GLA	\$0.22
Hardware/Paint Store	816	sq ft/GFA	\$0.39
Nursery/Garden Center	817	sq ft/GFA	\$0.71
Shopping Center	820	sq ft/GLA	\$0.33
Car Sales - New/Used	841	sq ft/GFA	\$0.48
Tire Store	848	Service bay	\$427.83
Supermarket	850	sq ft/GFA	\$0.84
Convenience Market	851	sq ft/GFA	\$1.89
Pharmacy	881	sq ft/GFA	\$0.59
Furniture Store	890	sq ft/GFA	\$0.03
Quick Lubrication Vehicle Shop	941	Service Bay	\$696.93
Auto Parts & Service Center	943	sq ft/GFA	\$0.52
Service Station/Minimart/Carwash	853	VFP	\$720.22
Industrial			
Light Industry/High Technology	110	sq ft/GFA	\$0.31
Heavy Industrial	120	sq ft/GFA	\$0.21
Industrial Park	132	sq ft/GFA	\$0.27
Manufacturing	140	sq ft/GFA	\$0.23
Warehousing	150	sq ft/GFA	\$0.10
Mini-Storage	151	sq ft/GFA	\$0.05
Commercial - Restaurant			
Drinking Establishment	925	sq ft/GFA	\$0.96
Quality Restaurant	931	sq ft/GFA	\$0.92
High Turnover Restaurant	932	sq ft/GFA	\$0.93
Fast Casual	-	sq ft/GFA	\$1.55
Fast Food Restaurant	934	sq ft/GFA	\$2.29
Coffee Shop with Drive-Thru	937	sq ft/GFA	\$0.90

Notes:

Residential uses based on the Institute of Transportation Engineers (ITE) Trip Generation Manual, 11th Edition

Other uses based on the ITE Trip Generation Manual, 9th Edition

Definitions:

VFP- Vehicle Fueling Positions (Maximum number of vehicles that can be fueled simultaneously)

GFA= Gross Floor Area

Single Family Attached (duplex, townhouse) = dwelling units with a common wall between units. Units separated by a ceiling are multi-family.

ASF= Assignable Square Feet (aka Net Assignable Area): the sum of all areas on all floors of a building assigned to, or available for assignment to, an occupant or specific use. It can be subdivided into Classroom, labs, offices, study facilities, special use, general use, support, health care, residential and unclassified. Areas defined

Drinking Establishment = contains a bar, serves alcohol and food, may have TV screens, pool tables, and other entertainment. Restaurants that specialize in food but also have a bar are considered High-Turnover Restaurants.

Quality Restaurant = duration of stay > 1 hour, not a chain, serves dinner and sometimes lunch, patrons wait to be seated, order from menu, pay after (Ex. Clinkerdagger, Anthony's, Luna)

High-Turnover Restaurant = duration of stay approx. 1 hour, often a chain restaurant, may be open 24 hours, patrons wait to be seated, order from menu (Ex. Applebee's, Denny's, Buffalo Wild Wings, The Onion, Twigs)

Fast Casual Restaurant = duration of stay < 1 hour, patrons order at counter and eat in the restaurant. Food is typically made to order. Most do not have a drive-through. (Ex. Chipotle, Panera Bread, Five Guys, Qdoba, Mod Pizza).



2024 Northwest District Transportation Impact Fee Schedule

Effective with Q1 2024 Code Update

Land Use	ITE Land Use Code	Unit of Measure	Fee per Unit
COST PER TRIP			
Residential			
Single Family Detached	210	dwelling	\$846.85
Single Family Attached (duplex, townhouse)	215	dwelling	\$513.51
Multi-Family 1-2 level	220	dwelling	\$459.46
Multi-Family 3-10 level	221	dwelling	\$351.35
ADU	-	dwelling	\$351.35
Multi Family Low-Income (1-2 level)	223	dwelling	\$414.41
Assisted Living	254	bed	\$171.86
Continuing Care Retirement Comm	255	dwelling	\$136.06
Nursing Home	620	bed	\$100.25
Commercial - Services			
Hotel (3 Levels or More)	310	room	\$604.22
Hotel/Motel	320	room	\$481.33
Movie Theater	444	sq ft/GFA	\$1.74
Health Club	492	sq ft/GFA	\$2.10
Day Care	565	sq ft/GFA	\$4.28
Bank	912	sq ft/GFA	\$4.68
Commercial - Institutional			
Elementary School	520	sq ft/GFA	\$0.47
Middle School	522	sq ft/GFA	\$0.33
High School	530	sq ft/GFA	\$0.39
University/College	550	ASF	\$0.51
Religious Institute	560	sq ft/GFA	\$0.42
Library	590	sq ft/GFA	\$2.82
Hospital	610	sq ft/GFA	\$0.96
Commercial - Administrative Office			
Veterinary Clinic	640	sq ft/GFA	\$3.93
General Office	710	sq ft/GFA	\$1.34
Medical Office / Clinic	720	sq ft/GFA	\$2.97
Office Park	750	sq ft/GFA	\$1.33

BASE RATE PER PM TRIP

\$770

Land Use	ITE Land Use Code	Unit of Measure	Fee per Unit
COST PER TRIP			
Commercial - Retail			
Free-Standing Discount Superstore	813	sq ft/GFA	\$1.41
Specialty Retail Center	826	sq ft/GLA	\$0.80
Hardware/Paint Store	816	sq ft/GFA	\$1.43
Nursery/Garden Center	817	sq ft/GFA	\$2.62
Shopping Center	820	sq ft/GLA	\$1.20
Car Sales - New/Used	841	sq ft/GFA	\$1.78
Tire Store	848	Service bay	\$1,570.06
Supermarket	850	sq ft/GFA	\$3.07
Convenience Market	851	sq ft/GFA	\$6.94
Pharmacy	881	sq ft/GFA	\$2.17
Furniture Store	890	sq ft/GFA	\$0.12
Quick Lubrication Vehicle Shop	941	Service Bay	\$2,557.63
Auto Parts & Service Center	943	sq ft/GFA	\$1.92
Service Station/Minimart/Carwash	853	VFP	\$2,643.10
Industrial			
Light Industry/High Technology	110	sq ft/GFA	\$1.12
Heavy Industrial	120	sq ft/GFA	\$0.79
Industrial Park	132	sq ft/GFA	\$0.98
Manufacturing	140	sq ft/GFA	\$0.84
Warehousing	150	sq ft/GFA	\$0.37
Mini-Storage	151	sq ft/GFA	\$0.19
Commercial - Restaurant			
Drinking Establishment	925	sq ft/GFA	\$3.51
Quality Restaurant	931	sq ft/GFA	\$3.37
High Turnover Restaurant	932	sq ft/GFA	\$3.41
Fast Casual	-	sq ft/GFA	\$5.68
Fast Food Restaurant	934	sq ft/GFA	\$8.42
Coffee Shop with Drive-Thru	937	sq ft/GFA	\$3.30

Notes:

Residential uses based on the Institute of Transportation Engineers (ITE) Trip Generation Manual, 11th Edition

Other uses based on the ITE Trip Generation Manual, 9th Edition

Definitions:

VFP- Vehicle Fueling Positions (Maximum number of vehicles that can be fueled simultaneously)

GFA= Gross Floor Area

Single Family Attached (duplex, townhouse) = dwelling units with a common wall between units. Units separated by a ceiling are multi-family.

ASF= Assignable Square Feet (aka Net Assignable Area): the sum of all areas on all floors of a building assigned to, or available for assignment to, an occupant or specific use. It can be subdivided into Classroom, labs, offices, study facilities, special use, general use, support, health care, residential and unclassified. Areas defined

Drinking Establishment = contains a bar, serves alcohol and food, may have TV screens, pool tables, and other entertainment. Restaurants that specialize in food but also have a bar are considered High-Turnover Restaurants.

Quality Restaurant = duration of stay > 1 hour, not a chain, serves dinner and sometimes lunch, patrons wait to be seated, order from menu, pay after (Ex. Clinkerdagger, Anthony's, Luna)

High-Turnover Restaurant = duration of stay approx. 1 hour, often a chain restaurant, may be open 24 hours, patrons wait to be seated, order from menu (Ex. Applebee's, Denny's, Buffalo Wild Wings, The Onion, Twigs)

Fast Casual Restaurant = duration of stay < 1 hour, patrons order at counter and eat in the restaurant. Food is typically made to order. Most do not have a drive-through. (Ex. Chipotle, Panera Bread, Five Guys, Qdoba, Mod Pizza).



2024 South District Transportation Impact Fee Schedule

Effective with Q1 2024 Code Update

Land Use	ITE Land Use Code	Unit of Measure	Fee per Unit
COST PER TRIP			
Residential			
Single Family Detached	210	dwelling	\$2,866.08
Single Family Attached (duplex, townhouse)	215	dwelling	\$1,737.94
Multi-Family 1-2 level	220	dwelling	\$1,555.00
Multi-Family 3-10 level	221	dwelling	\$1,189.12
ADU	-	dwelling	\$1,189.12
Multi Family Low-Income (1-2 level)	223	dwelling	\$1,402.55
Assisted Living	254	bed	\$581.66
Continuing Care Retirement Comm	255	dwelling	\$460.48
Nursing Home	620	bed	\$339.30
Commercial - Services			
Hotel (3 Levels or More)	310	room	\$2,044.93
Hotel/Motel	320	room	\$1,629.01
Movie Theater	444	sq ft/GFA	\$5.90
Health Club	492	sq ft/GFA	\$7.11
Day Care	565	sq ft/GFA	\$14.47
Bank	912	sq ft/GFA	\$15.83
Commercial - Institutional			
Elementary School	520	sq ft/GFA	\$1.59
Middle School	522	sq ft/GFA	\$1.10
High School	530	sq ft/GFA	\$1.31
University/College	550	ASF	\$1.74
Religious Institute	560	sq ft/GFA	\$1.43
Library	590	sq ft/GFA	\$9.56
Hospital	610	sq ft/GFA	\$3.24
Commercial - Administrative Office			
Veterinary Clinic	640	sq ft/GFA	\$13.28
General Office	710	sq ft/GFA	\$4.54
Medical Office / Clinic	720	sq ft/GFA	\$10.05
Office Park	750	sq ft/GFA	\$4.51

BASE RATE PER PM TRIP

\$2,606

Land Use	ITE Land Use Code	Unit of Measure	Fee per Unit
COST PER TRIP			
Commercial - Retail			
Free-Standing Discount Superstore	813	sq ft/GFA	\$4.76
Specialty Retail Center	826	sq ft/GLA	\$2.72
Hardware/Paint Store	816	sq ft/GFA	\$4.86
Nursery/Garden Center	817	sq ft/GFA	\$8.86
Shopping Center	820	sq ft/GLA	\$4.06
Car Sales - New/Used	841	sq ft/GFA	\$6.01
Tire Store	848	Service bay	\$5,313.74
Supermarket	850	sq ft/GFA	\$10.38
Convenience Market	851	sq ft/GFA	\$23.49
Pharmacy	881	sq ft/GFA	\$7.36
Furniture Store	890	sq ft/GFA	\$0.40
Quick Lubrication Vehicle Shop	941	Service Bay	\$8,656.09
Auto Parts & Service Center	943	sq ft/GFA	\$6.51
Service Station/Minimart/Carwash	853	VFP	\$8,945.36
Industrial			
Light Industry/High Technology	110	sq ft/GFA	\$3.79
Heavy Industrial	120	sq ft/GFA	\$2.66
Industrial Park	132	sq ft/GFA	\$3.32
Manufacturing	140	sq ft/GFA	\$2.85
Warehousing	150	sq ft/GFA	\$1.25
Mini-Storage	151	sq ft/GFA	\$0.64
Commercial - Restaurant			
Drinking Establishment	925	sq ft/GFA	\$11.88
Quality Restaurant	931	sq ft/GFA	\$11.42
High Turnover Restaurant	932	sq ft/GFA	\$11.55
Fast Casual	-	sq ft/GFA	\$19.22
Fast Food Restaurant	934	sq ft/GFA	\$28.50
Coffee Shop with Drive-Thru	937	sq ft/GFA	\$11.15

Notes:

Residential uses based on the Institute of Transportation Engineers (ITE) Trip Generation Manual, 11th Edition

Other uses based on the ITE Trip Generation Manual, 9th Edition

Definitions:

VFP- Vehicle Fueling Positions (Maximum number of vehicles that can be fueled simultaneously)

GFA= Gross Floor Area

Single Family Attached (duplex, townhouse) = dwelling units with a common wall between units. Units separated by a ceiling are multi-family.

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Drinking Establishment = contains a bar, serves alcohol and food, may have TV screens, pool tables, and other entertainment. Restaurants that specialize in food but also have a bar are considered High-Turnover Restaurants.

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High-Turnover Restaurant = duration of stay approx. 1 hour, often a chain restaurant, may be open 24 hours, patrons wait to be seated, order from menu (Ex. Applebee's, Denny's, Buffalo Wild Wings, The Onion, Twigs)

Fast Casual Restaurant = duration of stay < 1 hour, patrons order at counter and eat in the restaurant. Food is typically made to order. Most do not have a drive-through. (Ex. Chipotle, Panera Bread, Five Guys, Qdoba, Mod Pizza).



2024 Northeast District Transportation Impact Fee Schedule

Effective with Q1 2024 Code Update

Land Use	ITE Land Use Code	Unit of Measure	Fee per Unit
COST PER TRIP			
Residential			
Single Family Detached	210	dwelling	\$707.17
Single Family Attached (duplex, townhouse)	215	dwelling	\$428.82
Multi-Family 1-2 level	220	dwelling	\$383.68
Multi-Family 3-10 level	221	dwelling	\$293.40
ADU	-	dwelling	\$293.40
Multi Family Low-Income (1-2 level)	223	dwelling	\$346.06
Assisted Living	254	bed	\$143.52
Continuing Care Retirement Comm	255	dwelling	\$113.62
Nursing Home	620	bed	\$83.72
Commercial - Services			
Hotel (3 Levels or More)	310	room	\$504.56
Hotel/Motel	320	room	\$401.94
Movie Theater	444	sq ft/GFA	\$1.46
Health Club	492	sq ft/GFA	\$1.75
Day Care	565	sq ft/GFA	\$3.57
Bank	912	sq ft/GFA	\$3.91
Commercial - Institutional			
Elementary School	520	sq ft/GFA	\$0.39
Middle School	522	sq ft/GFA	\$0.27
High School	530	sq ft/GFA	\$0.32
University/College	550	ASF	\$0.43
Religious Institute	560	sq ft/GFA	\$0.35
Library	590	sq ft/GFA	\$2.36
Hospital	610	sq ft/GFA	\$0.80
Commercial - Administrative Office			
Veterinary Clinic	640	sq ft/GFA	\$3.28
General Office	710	sq ft/GFA	\$1.12
Medical Office / Clinic	720	sq ft/GFA	\$2.48
Office Park	750	sq ft/GFA	\$1.11

BASE RATE PER PM TRIP**\$643**

Land Use	ITE Land Use Code	Unit of Measure	Fee per Unit
COST PER TRIP			
Commercial - Retail			
Free-Standing Discount Superstore	813	sq ft/GFA	\$1.17
Specialty Retail Center	826	sq ft/GLA	\$0.67
Hardware/Paint Store	816	sq ft/GFA	\$1.20
Nursery/Garden Center	817	sq ft/GFA	\$2.19
Shopping Center	820	sq ft/GLA	\$1.00
Car Sales - New/Used	841	sq ft/GFA	\$1.48
Tire Store	848	Service bay	\$1,311.10
Supermarket	850	sq ft/GFA	\$2.56
Convenience Market	851	sq ft/GFA	\$5.80
Pharmacy	881	sq ft/GFA	\$1.82
Furniture Store	890	sq ft/GFA	\$0.10
Quick Lubrication Vehicle Shop	941	Service Bay	\$2,135.79
Auto Parts & Service Center	943	sq ft/GFA	\$1.61
Service Station/Minimart/Carwash	853	VFP	\$2,207.16
Industrial			
Light Industry/High Technology	110	sq ft/GFA	\$0.94
Heavy Industrial	120	sq ft/GFA	\$0.66
Industrial Park	132	sq ft/GFA	\$0.82
Manufacturing	140	sq ft/GFA	\$0.70
Warehousing	150	sq ft/GFA	\$0.31
Mini-Storage	151	sq ft/GFA	\$0.16
Commercial - Restaurant			
Drinking Establishment	925	sq ft/GFA	\$2.93
Quality Restaurant	931	sq ft/GFA	\$2.82
High Turnover Restaurant	932	sq ft/GFA	\$2.85
Fast Casual	-	sq ft/GFA	\$4.74
Fast Food Restaurant	934	sq ft/GFA	\$7.03
Coffee Shop with Drive-Thru	937	sq ft/GFA	\$2.75

Notes:

Residential uses based on the Institute of Transportation Engineers (ITE) Trip Generation Manual, 11th Edition

Other uses based on the ITE Trip Generation Manual, 9th Edition

Definitions:

VFP- Vehicle Fueling Positions (Maximum number of vehicles that can be fueled simultaneously)

GFA= Gross Floor Area

Single Family Attached (duplex, townhouse) = dwelling units with a common wall between units. Units separated by a ceiling are multi-family.

ASF= Assignable Square Feet (aka Net Assignable Area): the sum of all areas on all floors of a building assigned to, or available for assignment to, an occupant or specific use. It can be subdivided into Classroom, labs, offices, study facilities, special use, general use, support, health care, residential and unclassified. Areas defined

Drinking Establishment = contains a bar, serves alcohol and food, may have TV screens, pool tables, and other entertainment. Restaurants that specialize in food but also have a bar are considered High-Turnover Restaurants.

Quality Restaurant = duration of stay > 1 hour, not a chain, serves dinner and sometimes lunch, patrons wait to be seated, order from menu, pay after (Ex. Clinkerdagger, Anthony's, Luna)

High-Turnover Restaurant = duration of stay approx. 1 hour, often a chain restaurant, may be open 24 hours, patrons wait to be seated, order from menu (Ex. Applebee's, Denny's, Buffalo Wild Wings, The Onion, Twigs)

Fast Casual Restaurant = duration of stay < 1 hour, patrons order at counter and eat in the restaurant. Food is typically made to order. Most do not have a drive-through. (Ex. Chipotle, Panera Bread, Five Guys, Qdoba, Mod Pizza).



2024 West Plains District Transportation Impact Fee Schedule

Effective with Q1 2024 Code Update

Land Use	ITE Land Use Code	Unit of Measure	Fee per Unit
COST PER TRIP			
Residential			
Single Family Detached	210	dwelling	\$4,124.25
Single Family Attached (duplex, townhouse)	215	dwelling	\$2,500.88
Multi-Family 1-2 level	220	dwelling	\$2,237.63
Multi-Family 3-10 level	221	dwelling	\$1,711.13
ADU	-	dwelling	\$1,711.13
Multi Family Low-Income (1-2 level)	223	dwelling	\$2,018.25
Assisted Living	254	bed	\$837.00
Continuing Care Retirement Comm	255	dwelling	\$662.63
Nursing Home	620	bed	\$488.25
Commercial - Services			
Hotel (3 Levels or More)	310	room	\$2,942.63
Hotel/Motel	320	room	\$2,344.13
Movie Theater	444	sq ft/GFA	\$8.49
Health Club	492	sq ft/GFA	\$10.23
Day Care	565	sq ft/GFA	\$20.82
Bank	912	sq ft/GFA	\$22.78
Commercial - Institutional			
Elementary School	520	sq ft/GFA	\$2.29
Middle School	522	sq ft/GFA	\$1.58
High School	530	sq ft/GFA	\$1.89
University/College	550	ASF	\$2.50
Religious Institute	560	sq ft/GFA	\$2.06
Library	590	sq ft/GFA	\$13.76
Hospital	610	sq ft/GFA	\$4.66
Commercial - Administrative Office			
Veterinary Clinic	640	sq ft/GFA	\$19.12
General Office	710	sq ft/GFA	\$6.54
Medical Office / Clinic	720	sq ft/GFA	\$14.46
Office Park	750	sq ft/GFA	\$6.49

BASE RATE PER PM TRIP

\$3,750

Land Use	ITE Land Use Code	Unit of Measure	Fee per Unit
COST PER TRIP			
Commercial - Retail			
Free-Standing Discount Superstore	813	sq ft/GFA	\$6.85
Specialty Retail Center	826	sq ft/GLA	\$3.91
Hardware/Paint Store	816	sq ft/GFA	\$6.99
Nursery/Garden Center	817	sq ft/GFA	\$12.75
Shopping Center	820	sq ft/GLA	\$5.84
Car Sales - New/Used	841	sq ft/GFA	\$8.65
Tire Store	848	Service bay	\$7,646.40
Supermarket	850	sq ft/GFA	\$14.93
Convenience Market	851	sq ft/GFA	\$33.80
Pharmacy	881	sq ft/GFA	\$10.59
Furniture Store	890	sq ft/GFA	\$0.58
Quick Lubrication Vehicle Shop	941	Service Bay	\$12,456.00
Auto Parts & Service Center	943	sq ft/GFA	\$9.37
Service Station/Minimart/Carwash	853	VFP	\$12,872.25
Industrial			
Light Industry/High Technology	110	sq ft/GFA	\$5.46
Heavy Industrial	120	sq ft/GFA	\$3.83
Industrial Park	132	sq ft/GFA	\$4.78
Manufacturing	140	sq ft/GFA	\$4.11
Warehousing	150	sq ft/GFA	\$1.80
Mini-Storage	151	sq ft/GFA	\$0.93
Commercial - Restaurant			
Drinking Establishment	925	sq ft/GFA	\$17.10
Quality Restaurant	931	sq ft/GFA	\$16.43
High Turnover Restaurant	932	sq ft/GFA	\$16.62
Fast Casual	-	sq ft/GFA	\$27.66
Fast Food Restaurant	934	sq ft/GFA	\$41.02
Coffee Shop with Drive-Thru	937	sq ft/GFA	\$16.05

Notes:

Residential uses based on the Institute of Transportation Engineers (ITE) Trip Generation Manual, 11th Edition

Other uses based on the ITE Trip Generation Manual, 9th Edition

Definitions:

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High-Turnover Restaurant = duration of stay approx. 1 hour, often a chain restaurant, may be open 24 hours, patrons wait to be seated, order from menu (Ex. Applebee's, Denny's, Buffalo Wild Wings, The Onion, Twigs)

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2024 Latah District Transportation Impact Fee Schedule

Effective with Q1 2024 Code Update

Land Use	ITE Land Use Code	Unit of Measure	Fee per Unit
COST PER TRIP			
Residential			
Single Family Detached	210	dwelling	\$7,293.87
Single Family Attached (duplex, townhouse)	215	dwelling	\$4,422.88
Multi-Family 1-2 level	220	dwelling	\$3,957.31
Multi-Family 3-10 level	221	dwelling	\$3,026.18
ADU	-	dwelling	\$3,026.18
Multi Family Low-Income (1-2 level)	223	dwelling	\$3,569.34
Assisted Living	254	bed	\$1,480.26
Continuing Care Retirement Comm	255	dwelling	\$1,171.87
Nursing Home	620	bed	\$863.49
Commercial - Services			
Hotel (3 Levels or More)	310	room	\$5,204.13
Hotel/Motel	320	room	\$4,145.66
Movie Theater	444	sq ft/GFA	\$15.01
Health Club	492	sq ft/GFA	\$18.08
Day Care	565	sq ft/GFA	\$36.83
Bank	912	sq ft/GFA	\$40.29
Commercial - Institutional			
Elementary School	520	sq ft/GFA	\$4.04
Middle School	522	sq ft/GFA	\$2.80
High School	530	sq ft/GFA	\$3.34
University/College	550	ASF	\$4.43
Religious Institute	560	sq ft/GFA	\$3.65
Library	590	sq ft/GFA	\$24.33
Hospital	610	sq ft/GFA	\$8.24
Commercial - Administrative Office			
Veterinary Clinic	640	sq ft/GFA	\$33.81
General Office	710	sq ft/GFA	\$11.56
Medical Office / Clinic	720	sq ft/GFA	\$25.57
Office Park	750	sq ft/GFA	\$11.48

BASE RATE PER PM TRIP		\$6,632	
Land Use	ITE Land Use Code	Unit of Measure	Fee per Unit
COST PER TRIP			
Commercial - Retail			
Free-Standing Discount Superstore	813	sq ft/GFA	\$12.12
Specialty Retail Center	826	sq ft/GLA	\$6.92
Hardware/Paint Store	816	sq ft/GFA	\$12.36
Nursery/Garden Center	817	sq ft/GFA	\$22.55
Shopping Center	820	sq ft/GLA	\$10.33
Car Sales - New/Used	841	sq ft/GFA	\$15.29
Tire Store	848	Service bay	\$13,522.91
Supermarket	850	sq ft/GFA	\$26.41
Convenience Market	851	sq ft/GFA	\$59.78
Pharmacy	881	sq ft/GFA	\$18.73
Furniture Store	890	sq ft/GFA	\$1.02
Quick Lubrication Vehicle Shop	941	Service Bay	\$22,028.85
Auto Parts & Service Center	943	sq ft/GFA	\$16.56
Service Station/Minimart/Carwash	853	VFP	\$22,765.00
Industrial			
Light Industry/High Technology	110	sq ft/GFA	\$9.65
Heavy Industrial	120	sq ft/GFA	\$6.76
Industrial Park	132	sq ft/GFA	\$8.46
Manufacturing	140	sq ft/GFA	\$7.26
Warehousing	150	sq ft/GFA	\$3.18
Mini-Storage	151	sq ft/GFA	\$1.64
Commercial - Restaurant			
Drinking Establishment	925	sq ft/GFA	\$30.23
Quality Restaurant	931	sq ft/GFA	\$29.06
High Turnover Restaurant	932	sq ft/GFA	\$29.40
Fast Casual	-	sq ft/GFA	\$48.92
Fast Food Restaurant	934	sq ft/GFA	\$72.54
Coffee Shop with Drive-Thru	937	sq ft/GFA	\$28.38

Notes:

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Definitions:

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Title 17G Administration and Procedures

Chapter 17G.020 Comprehensive Plan Amendment Procedure

Section 17G.020.040 Amendment Frequency

The comprehensive plan shall be subject to continuing review and evaluation by the City. Amendment to the comprehensive plan should not be considered more frequently than once a year, except as described in [RCW 36.70A.130](#) or in the following cases:

- A. Initial adoption of a specific/subarea plan that does not modify the comprehensive plan policies and designations applicable to the subarea ([RCW 36.70A.130\(2\)\(a\)\(i\)](#)). However, as anticipated by the comprehensive plan, redesignations are exempt that comply with and implement the comprehensive plan policies regarding designations created as a part of initial neighborhood and centers planning efforts through the neighborhood planning program.
- B. Adoption or amendment of the shoreline master program.
- C. Amendment of the capital facilities program portion of the comprehensive plan that occurs concurrently with the adoption or amendment of a City budget.
- D. Whenever an emergency exists. The plan commission will review a potential emergency situation, with advice from the city attorney's office, to determine if the situation does, in fact, necessitate an emergency comprehensive plan amendment. Findings must demonstrate a need of neighborhood or community-wide significance, and not a personal emergency on the part of a particular applicant or property owner. Potential emergency situations may involve official, legal or administrative actions, such as those to immediately avoid an imminent danger to public health and safety, prevent imminent danger to public or private property, prevent an imminent threat of serious environmental degradation or address the absence of adequate and available public facilities or services.
- E. Changes necessary to resolve an appeal of a comprehensive plan filed with a growth management hearings board or with the court.
- F. Changes necessary to address any recent state or federal legislative actions, or changes to state or federal regulations, such as changes to the Growth Management Act, or new environmental regulations.
- ~~((G. Changes to development regulations that are consistent with the comprehensive plan or are necessary to implement the comprehensive plan.))~~
- ~~((H.))~~ G. Technical corrections that would remove typographical errors or resolve a mapping error.
- ~~((H.))~~ H. Amendment to the Land Use Plan Map to accommodate an annexation into the city.

Date Passed: Monday, August 21, 2017
Effective Date: Saturday, October 7, 2017
ORD C35536 Section 6

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Title 17G Administration and Procedures

Chapter 17G.061 Land Use Application Procedures

Section 17G.061.010 Summary of Land Use Application Procedures

Table 17G.061.010-1 summarizes the applications subject to this chapter. For any application type that is referenced in the land use codes, but not represented in Table 17G.061.010-1, the process shall be as identified in the application most closely associated with the application process definitions in [SMC 17G.061.100](#).

TABLE 17G.061.010-1 SUMMARY OF APPLICATION TYPES AND REQUIREMENTS								
	Application Type	Notice of Community Meeting	Notice of Application	Notice of Hearing	Notice Content	Review Official	City Council Review	Expiration of Permit
BUILDING AND CODE ENFORCEMENT								
Building Permit without SEPA	((Type I)) Excluded	-	-	-	-	Building Official	-	180 days
Building Permit with SEPA (Commercial/Industrial/Other)	Type I	-	Sign Posted Legal	-	-	Building Official	-	180 days
Demolition Permit without SEPA	Type I	-	- [2]	- [1]	-	Building Official	-	180 days
Demolition Permit with SEPA [2]	Type I	-	Sign Posted Legal	- [1]	-	Building Official	-	180 days

			Newspaper					
Fence Permit	Excluded	-	-	-	-	Building Official	-	180 days
Grading Permit without SEPA	Type I	-	Sign Posted Legal	-	-	Building Official	-	180 days
Grading Permit with SEPA	Type I	-	-	-	-	Building Official	-	180 days
Manufactured Home Permit	Excluded	-	-	-	-	Building Official	-	180 days
Sign Permit	Excluded	-	-	-	-	Building Official	-	180 days
Residential Building Permit	Excluded	-	-	-	-	Building Official	-	180 days
Remodel Permit	Excluded	-	-	-	-	Building Official	-	180 days
ENGINEERING SERVICES								
Address Permit	Excluded	-	-	-	-	Engineering Director	-	180 days
Approach Permit	Excluded	-	-	-	-	Engineering Director	-	180 days
Design Deviation – Street Design	Excluded	-	-	-	-	Engineering Director	-	180 days

Encroachment Permit	Excluded	-	-	-	-	Engineering Director	-	180 days
LID Formation	Excluded	-	-	-	-	Engineering Director	-	180 days
Obstruction Permit	Excluded	-	-	-	-	Engineering Director	-	180 days
Road Closure	Excluded	-	-	-	-	Engineering Director	-	180 days
Sidewalk Permit	Excluded	-	-	-	-	Engineering Director	-	180 days
Stormwater Design Acceptance	Excluded	-	-	-	-	Engineering Director	-	180 days
Street Vacation	Excluded	-	-	-	-	Engineering Director	-	180 days
PLANNING AND ECONOMIC DEVELOPMENT SERVICES								
Accessory Dwelling Unit (ADU)	Excluded	-	-	-	-	Planning Director	-	180 days
Administrative Exemptions	Excluded	-	-	-	-	Planning Director	-	180 days
Administrative Interpretations/Determinations	Excluded	-	-	-	-	Planning Director	-	180 days
Binding Site Plan (BSP) – Preliminary	Type II	-	Individual Sign Posted	-	Project name Proposed use	Planning Director	-	5 years

					Acreage # of lots			
Binding Site Plan (BSP) – Final	Exclude d	-	-	-	-	Planning Director	-	N/A
Boundary Line Adjustment (BLA)	Exclude d	-	-	-	-	Planning Director	-	N/A
Certificate of Compliance (CC) – Hearing Examiner	Type III	Individu al Sign Posted	Individual Sign Posted	Individual Sign Posted	Project name Propose d use	Hearing Examiner	-	N/A
Certificate of Compliance (CC) – Planning Director	Type II	-	Individual Sign Posted	-	Project name Propose d use	Planning Director	-	N/A
Conditional Use Permit (CUP) – Hearing Examiner	Type III	Individu al Sign Posted	Individual Sign Posted	Individual Sign Posted	Project name Propose d use	Hearing Examiner	-	3 years
Conditional Use Permit (CUP) – Planning Director [3]	Type II	-	Individual Sign Posted	-	Project name Propose d use	Planning Director	-	3 years
Floodplain Development with SEPA	Type I	Individu al Sign Posted	Individual Sign Posted	-	Propose d use	Planning Director	-	180 days

Floodplain Variance	Type III	Individual Sign Posted	Individual Sign Posted	Individual Sign Posted	Project name Proposed use	Hearing Examiner	-	3 years
Home Occupation	Excluded	-	-	-	-	Planning Director	-	N/A
Long Plat – Preliminary	Type III	Individual Sign Posted	Individual Sign Posted	Individual Sign Posted Newspaper	Project name Proposed use Acreage # of lots	Hearing Examiner	-	5 years
Long Plat – Final	Excluded	-	-	-	-	Planning Director	-	N/A
Planned Unit Development (PUD) – Preliminary	Type III	Individual Sign Posted	Individual Sign Posted	Individual Sign Posted	Project name Proposed use Acreage # of lots	Hearing Examiner	-	5 years [5]
Planned Unit Development (PUD) – Final	Excluded	-	-	-	-	Planning Director	Yes	N/A
Shoreline Exemption/Determination/Interpretation	Excluded	-	-	-	-	Planning Director	-	Must comply with WAC 173-27-90

Shoreline Substantial Development Permit (SDP)	Type II	Individual Sign Posted	-	-	Project name Proposed use	Planning Director	-	Must comply with WAC 173-27-90
Shoreline Variance	Type III	Individual Sign Posted	Individual Sign Posted	Individual Sign Posted	Project name Proposed use	Hearing Examiner	-	Must comply with WAC 173-27-90
Shoreline Conditional Use Permit (CUP)	Type III	Individual Sign Posted	Individual Sign Posted	Individual Sign Posted	Project name Proposed use	Hearing Examiner	-	Must comply with WAC 173-27-90
Short Plat – Preliminary with Standard Review and SEPA	Type II	-	Individual Sign Posted	-	Project name Proposed use Acreage # of lots	Planning Director	-	5 years
Short Plat – Preliminary with Standard Review and No SEPA	Type II	-	Individual Sign [4] Posted [4]	-	Project name Proposed use Acreage # of lots	Planning Director	-	5 years
Short Plat – Preliminary with Minor Review	Type II	-	-	-	-	Planning Director	-	5 years

Short Plat – Final	Excluded	-	-	-	-	Planning Director	-	N/A
Skywalk	Type III	Individual Sign Posted	Individual Sign Posted	Individual Sign Posted	-	Hearing Examiner	Yes	Up to 25 year agreement
Variance	Type III	Individual Sign Posted	Individual Sign Posted	Individual Sign Posted	Project name Proposed use Proposed standard	Hearing Examiner	-	3 years
Rezone	Type III	Individual Sign Posted	Individual Sign Posted	Individual Sign Posted	Project name Proposed use Proposed zone	Hearing Examiner	-	3 years

Footnotes

[1] Public Hearing is required if the structure is on the National Historic Register.

[2] Applications for demolition permits for the demolition of an entire building or structure shall, in addition to any applicable requirements under chapter 43.21C RCW, be subject to a ten-day review and comment period. This review and comment period shall run concurrently with any other applicable notice and comment period. Following receipt of such applications, copies shall be forwarded to the individual(s) designated pursuant to SMC 4.27.010(D) to receive written notice on behalf of the neighborhood council in which the building or structure is located, at the address for such neighborhood council designee(s) that is on file with the department. Any comments submitted to the department by the neighborhood council during this review and comment period shall be provided to the applicant prior to issuing the demolition permit.

[3] Conditional Use Permits required under SMC 17C.111.110, Limited Use Standards for Religious Institutions and Schools, will complete posted/individual notification requirements for a Community Meeting.

[4] Sign and posted notice not required for 2-4 lots per SMC 17G.080.040(D)

[5] If a PUD is approved together with a preliminary plat, the expiration date for the PUD shall be the same as the expiration date of the preliminary plat.

Date Passed: Monday, November 20, 2023

Effective Date: Monday, January 1, 2024

ORD C36459 Section 35

[Title 17G](#) Administration and Procedures

[Chapter 17G.061](#) Land Use Application Procedures

[Section 17G.061.320](#) Notice of Decision

- A. Decisions on Type I, II, and III project permit applications are made by the hearing examiner or director within ten days of the date the record is closed. The time for decision may be extended if the applicant agrees in writing. Subject to chapter 36.70B RCW, the time for decision may also be extended to allow time for additional public comment if the hearing examiner or director determines that notice was not properly mailed or posted; provided, a person is deemed to have received notice if that person appears at the hearing or submits timely written comments, even if notice was not properly mailed or posted. In making the decision, the hearing examiner or director may approve, approve with conditions, or deny the permit application. The decision is made in writing.
- B. Within seven days of making the decision, the hearing examiner or director causes notice of decision to be provided as follows:
 1. Written notice of decision is provided by the decision-maker concurrent to the decision.
 2. Notice of a decision denying a permit application is given to the applicant. A full copy of the decision and any conditions of approval accompanies the notice of the decision to the applicant.
 3. Notice of all other decisions is given to the applicant, all parties of record, and all persons who have requested to be given notice.
 4. Notice of decision for Type I permit applications shall be the permit. For Type II and III permit applications the decision includes the following information:
 - a. Location of the property.
 - b. Description of the proposed action.
 - c. Name, address, and office telephone number of the City official from whom additional information may be obtained.
 - d. Applicant name and number.
 - e. The decision made, including the environmental threshold determination.
 - f. A list of persons who testified in person or in writing, or a summary of such a list.
 - g. A list of exhibits or a summary of such a list.
 - h. A statement of the decision criteria governing the application.
 - i. A statement of the comprehensive plan policies governing the application.

- j. Findings of fact and conclusions relating the proposal to the decision criteria governing the application and which form the basis for the decision.
 - k. A statement that a full copy of the decision may be obtained from the designated official for the cost of reproduction.
 - l. The last date the decision may be appealed.
 - m. The place the appeal must be filed.
 - n. A statement of the fee to be charged for an appeal and the approximate cost to prepare any required transcripts.
 - o. A statement that the decision will be final unless appealed; and
 - p. The signature of the person making the decision.
- C. If the decision on a Type II or III project permit includes conditions of approval, a covenant must be recorded in the Spokane County auditor's office ~~((identifying))~~ which identifies the restrictions to use and to ~~((development of))~~ the property ~~((exist))~~. The covenant must be filed within the approval time limits of the permit or the approval becomes void. For rezones, the hearing examiner does not forward the rezone to the city council until the covenant has been filed.
- D. The decision for a shoreline substantial development permit, shoreline conditional use permit, or shoreline variance must contain a statement that construction pursuant to the permit shall not begin and is not authorized until twenty-one days from the "date of filing" by department of ecology as defined in RCW 90.58.140(6) and WAC 173-27-130, or until all review proceedings initiated within twenty-one days from the date of such filing have been terminated; except as provided in RCW 90.58.149(5)(a) and (b).
- E. Notice of decision for a shoreline substantial development permit, shoreline conditional use permit, or shoreline variance shall be submitted to the department of ecology along with a permit data sheet (Appendix A, WAC Chapter 173-27). For a shoreline conditional use permit or a shoreline variance, there is a thirty-day review by department of ecology. After this period, the department of ecology shall render and transmit to the City of Spokane and the applicant a final decision approving, approving with conditions, or disapproving the permit. The Planning Director shall provide notification within seven days of the department of ecology's final decision to those interested persons having requested notification.

Date Passed: Monday, November 20, 2023

Effective Date: Monday, January 1, 2024

ORD C36459 Section 35

Date Passed: Monday, September 24, 2012

Effective Date: Friday, November 2, 2012

ORD C34914 Section 2

Section 17G.070.030 Development Standards

A. Permitted Uses.

Any permitted or conditional use allowed in the base zoning districts of the subject property plus additional uses including the following:

1. In the RA, R1, and R2 zoning districts, an applicant with a planned unit development approval may develop the site to contain these additional uses:
 - a. Accessory uses directly serving the planned unit development only and which are customary or associated with, but clearly incidental to, the residential uses permitted in the zone including:
 - i. community building with indoor and/or outdoor recreation facilities;
 - ii. recreational vehicle and personal storage area;
 - iii. consolidated guest parking facilities.
2. In the RMF and RHD zoning districts, an applicant with a planned unit development approval may develop any uses permitted in the R1, R2, RMF and RHD zones together with these additional uses:
 - a. Retail sales and service uses and office uses are permitted subject to the following limitations:
 - i. The PUD site is larger than ten acres,
 - ii. Individual retail sales and service uses and office uses shall not exceed a floor area of three thousand square feet each and the site area developed with retail sales and service uses and office uses shall not exceed five percent of the total PUD site area.
 - iii. Sites developed with retail sales and service uses and office uses shall have frontage on a street that is designated as a collector or higher classified arterial.

- iv. The retail sales and service uses and office uses in the PUD shall not be permitted until sixty percent of the approved residential units are completed.
- v. An one hundred percent increase in the amount of retail sales and service uses and office uses is allowed when retail sales and service uses and office uses are physically built under residential uses in a mixed use building with ground floor retail sales and service uses and office uses.
- vi. Outdoor sales and display and outdoor storage areas are not permitted except outdoor seating is allowed for restaurants and cafes.

3. Commercial Zones.

PUDs are permitted in the commercial zones including center and corridor (CC) and the downtown (DT) zones.

4. Industrial Zones.

In the PI zones, an applicant with a planned unit development approval may develop the site to contain all of the uses permitted by right in the underlying zone and, in addition, up to fifty percent of the total gross floor area may be devoted to housing units provided these are built above the ground floor.

5. More Than One Base Zone.

When a site contains land that is in more than one zoning district, the allowed residential and conditional uses at the required minimum and maximum densities, if applicable, shall be proportionate to the land within the development site devoted to each zoning district.

B. Density.

1. Densities Required.

An applicant with a planned unit development approval shall develop the site subject to the minimum and maximum density provisions of the base zone, as contained in Title 17C SMC, except as provided in subsection (B)(2) of this section, plus a maximum of ten percent density bonus per the provisions below under SMC 17G.070.030(B)(5).

2. Density Exception.

For properties with a designated critical area or properties located in agricultural lands designation of the City's comprehensive plan, the minimum density requirement may be waived by the hearing examiner based on the following criteria:

- a. The development of the site with the critical area would not allow sufficient minimum lot size under the base zone requirements because critical area setbacks and buffers would reduce minimum lot sizes below those required by the base zone.
- b. The development of the site would require reducing buffers, setbacks or other dimensional modifications due to the location of designated critical areas; and
- c. The protection of the agricultural lands or critical area would be more effective by clustering the homes and structures to the minimum area necessary.

3. Calculating Density.

- a. The calculation of density for a planned unit development is the net area based on the total area of subject property less the area set aside for right-of-way, tracts of land reserved for private streets and dedicated tracts reserved for stormwater facilities. The calculation of density is rounded up to the next whole number.

5. Transfer of Development Rights.

- a. An applicant for a planned unit development may shift allowed residential densities to another site to protect and preserve designated critical areas and agricultural lands while providing the overall maximum density permitted by the underlying zoning district.

5. Density Bonuses.

- a. An applicant for a planned unit development may apply for a residential density bonus of ten percent above the maximum density allowed in the underlying base zone for developing affordable housing units that meet or exceed the HUD standards for affordable units.
- b. The density bonus may be granted based on a one percent ratio of bonus density for the project for each one percent of affordable housing that is provided.
- c. Affordable housing units are required to be dispersed throughout the project and shall not be congregated all in one building, when more than one building is proposed.

C. Dimensional Requirements of the Base Zone.

The dimensional requirements of the base zone standards apply to a PUD except as follows:

1. Lot Dimensional Standards.

- a. The minimum lot size, lot depth and lot width standards may be modified.
- b. The lot frontage requirements may be modified to allow the lots to be served by a private street or private access, rather than a public street as required under SMC 17C.111.200(F), provided that the director of engineering services has determined that private streets or private access can serve the subject lots in the planned unit development. A private street or private access that does not conform to chapter 17H.010 SMC, Street Development Standards, may be approved through a design variance request under SMC 17H.010.020.

2. Lot Coverage and FAR.

- a. The lot coverage by buildings and the floor area ratio (FAR) provisions may be modified.

3. Setbacks.

- a. Front and rear yard setbacks.
 - i. Front and rear yard setbacks for structures located within eighty feet of the perimeter of the project shall be the same as required by the base zone.
 - ii. Front and rear yard setbacks in the remainder of the project may be modified, except that a minimum front or rear yard setback of twenty feet is required for any garage or carport that opens facing a street or an alley.
 - iii. Above and below ground parking structures used in conjunction with a mixed use or multifamily residential project may modify front yard setbacks, if sufficient queuing to enter the structure is provided on-site.
- b. Side Yard Setbacks.
 - i. Side yard setbacks may be modified, except that a side yard setback of twenty feet is required for any garage or carport that opens facing a street.
 - ii. Above and below ground parking structures used in conjunction with a mixed use or multifamily residential project may modify side yard setbacks, if sufficient queuing to enter the structure is provided on-site.

4. Building Height.

Except as provided below, building height allowed in the base zone cannot be modified, waived or varied through the planned unit development process.

- a. Changes to the height limits in the underlying zone require a rezone processed concurrently with the planned unit development.
- b. In the RMF zone, the wall height for a mixed-use commercial building may be increased to thirty five feet. Such a building is exempt from the height transition requirements of SMC 17C.111.215(C)(3).

5. Off-street Parking.

The minimum number of off-street parking stalls may be modified based upon sufficient evidence that the occupancy of the project will not require the number of off-street parking stalls specified for that use under chapter 17C.230 SMC, Parking and Loading.

6. Signs.

The number, type and size of signs cannot be modified through a planned unit development.

7. Fencing.

Perimeter fencing for a planned unit development is permitted except the maximum height of fencing along a street frontage of the planned unit development may not exceed forty-two inches. When a fence is along a street frontage, usable pedestrian access shall be provided spaced a minimum of one every three hundred feet.

8. Gates.

If the director of engineering services approves of private streets in the planned unit development, based on the criteria of SMC 17H.010.090, gates may be permitted in a planned unit development.

9. Lot Access.

The alley access requirements of SMC 17C.111.335(B) apply to lots in a PUD. If a lot abuts a public alley, then vehicle access shall be from the alley.

D. Infrastructure.

All public or private streets, paving, curbs, sidewalks, utilities, stormwater, lights and similar facilities shall be developed according to City standards, unless specifically modified by the city engineer. Waivers, variances, or modifications to the private or public street standards, utilities, and other infrastructure through a planned unit development shall be approved by the city engineer. An approved design variance request form shall be submitted with the PUD application.

E. Common Open Space.

In exchange for the approval of more intense residential development, higher densities, smaller lots and relaxed development standards, the developer of a planned unit development is required to provide common open space for the active and passive recreational activities of residents, employees, and visitors. Such space shall be aggregated wherever feasible and shall consist of a combination of landscaped and hard-scaped areas. Such common open space shall include some combination of the following: plazas, arbors, sitting areas, picnic areas, playing fields and trails to accommodate a variety of active and passive activities and promote visual interest.

1. In planned unit developments, the following requirements shall apply:
 - a. At least ten percent of the gross area of the site must be devoted to such open space. Such space must be fully accessible to the residents, employees, visitors and/or other users of the site. Reduction of this standard in PUDs is prohibited and a variance cannot be sought to reduce this requirement.
 - b. Fenced yards associated with buildings immediately adjacent to designated open space, landscaping in parking lots, or fenced stormwater facilities shall not count toward the total open space requirement.
 - c. Environmentally-constrained land within the planned unit development, including wetlands, geologically hazardous areas, fish and wildlife habitats and frequently flooded areas may be used to meet up to fifty percent of the total requirement specified in subsection (E)(1)(a) above, provided that these areas are either accessible to pedestrians to the extent practical or are visually accessible from adjacent and adjoining common open space.
2. The common open space designated to meet this requirement shall be permanently maintained by and conveyed to one of the following:
 - a. A homeowners' or property owners' association as regulated by state law.
 - b. A public agency that agrees to maintain the common open space and any buildings, structures or improvements placed within it.

F. Subdivision.

When a planned unit development is combined with a division of land including a short plat, long plat or binding site plan, the requirements of chapter 17G.080 SMC are required to be met, including SMC 17C.111.200(C), along with the following:

~~((1. Lot Size Transition))~~

~~((Transition requirements for lot sizes in the RA and RI zones cannot be waived or modified through the planned unit development process))~~

~~((2.))~~ 1. Through lots.

Lots shall be configured in a way that development can be oriented toward streets to increase the safety and enjoyment of pedestrians and bicyclists. A new PUD/subdivisions shall not “turn its back” on a collector, minor or principal arterial street. Through lots are allowed only where both front lot lines are on local access streets. The minimum front lot line and minimum width standards apply to one frontage of the through lot.

Date Passed: Monday, November 20, 2023

Effective Date: Monday, January 1, 2024

ORD C36459 Section 36

DRAFT

[Title 17H](#) Engineering Standards

[Chapter 17H.010](#) Street Development Standards

[Section 17H.010.130](#) Alleys

- A. When constructed, alleys shall be provided at the rear or side of lots.
- B. Where alleys are existing, or provided in new ~~((developments))~~ subdivisions and short subdivisions, on-site parking spaces shall be accessed from the alley and not the street. Unless approved by director of engineering
- C. Dead-end alleys shall be avoided wherever possible, but if unavoidable, shall be designed with adequate turn-around facilities or alternative connections acceptable to the director of engineering services at the dead-end.
- D. All new alleys shall be constructed in conformance with the standard plans.
- E. Public alleys shall be located in public right-of-way. If public utilities are to be located in an alley, the alley must be located in public right-of-way.
- F. Private alleys may be located in a tract or on an easement. Tracts must be owned in common by the owners of the property served by the private alley or by a homeowner's association and must be designated on the plat as a special purpose tract. A maintenance agreement must be recorded with the Spokane county auditor that commits the owner(s) to maintain all elements of the private alley.
- G. New alleys shall have a paved width of at least twelve feet and a clear width of at least twenty feet. The twenty-foot width shall not be obstructed in any manner, including the parking of vehicles, fences or utility structures.
- ~~((H. Alleys that serve as a primary access or as a fire access must have a paved width of at least twenty feet. Unless specifically approved by the city fire department, alleys are not considered a fire access.))~~
- ~~((I.))~~ H. Stormwater from all new alleys must be collected and treated according to the city's stormwater guidelines.

Date Passed: Monday, May 15, 2006

Effective Date: Thursday, June 29, 2006

ORD C33838 Section 1

EXHIBIT B



NONPROJECT DETERMINATION OF NONSIGNIFICANCE

FILE NO(s): Dimensional Standards Amendment (non-project)

PROPONENT: City of Spokane

DESCRIPTION OF PROPOSAL: This proposal will amend sections 04.16.040 Membership; 17A.020.020 B Definitions; 17A.020.030 C Definitions; 17A.020.080 H Definitions; 17C.120.110 Limited Use Standards; 17C.122.070 Center and Corridor Allowed Uses; 17C.122T.001 Table 17C.122.070-1 Center and Corridor Allowed Uses; 17C.190.450 Medical Centers; 17C.200.050 Street Tree Requirements; 17D.010.020 Concurrency Test; 17D.010.030 Certificate of Capacity; 17D.075.180 Appendix A – Impact Fee Schedule; 17G.020.040 Amendment Frequency; 17G.061.010 Summary of Land Use Application Procedures; 17G.061.320 Notice of Decision; 17G.070.030 Development Standards; and 17H.010.120 Alleys; to make minor changes that clarify government process and procedures, align with legislative requirements, and/or make clerical corrections in the Spokane Municipal Code. The proposal also adds a new section, 17C.190.255 Public Parking Lot, creating a new use category description.

Draft text amendments are available on the project webpage <https://my.spokanecity.org/projects/paper-cuts-code-amendments/>.

LOCATION OF PROPOSAL, INCLUDING STREET ADDRESS, IF ANY: This proposal has a City-wide impact.

LEAD AGENCY: City of Spokane

DETERMINATION:

The lead agency for this proposal has determined that it does not have a probable significant adverse impact on the environment. An Environmental Impact Statement (EIS) is not required under RCW [43.21C.030\(2\)\(c\)](#). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public upon request.

- ☐ There is no comment period for this DNS.
- ☐ This DNS is issued after using the optional DNS process in section 197-11-355 WAC. There is no further comment period on the DNS.
- ☒ This DNS is issued under 197-11-340(2); the lead agency will not act on this proposal for at least 14 days from the date of issuance (below). **Comments regarding this DNS must be submitted no later than 4:00 p.m. on March 13, 2024 if they are intended to alter the DNS.**

Responsible Official: Spencer Gardner

Position/Title: Director, Planning Services

Address: 808 W. Spokane Falls Blvd., Spokane, WA 99201

Phone: 509-625-6097

Date Issued: February 28, 2024

Signature: 

APPEAL OF THIS DETERMINATION



After a determination has become final, appeal may be made to:

Responsible Official: City of Spokane Hearing Examiner

Address: 808 W. Spokane Falls Blvd., Spokane, WA 99201

Email: hearingexaminer@spokanecity.org

Phone: 509-625-6010

Deadline: 21 days from the date of the signed DNS

12:00 p.m. on September 20, 2023

The appeal must be on forms provided by the Responsible Official and make specific factual objections. Appeals must be accompanied by the appeal fee. Contact the Responsible Official for assistance with the specifics of a SEPA appeal.



DETERMINATION OF NONSIGNIFICANCE

Final Audit Report

2024-02-23

Created:	2024-02-23
By:	Jackie Churchill (jchurchill@spokanecity.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAwmyVYo--NHA029icixiwTSiKSOmGKov

"DETERMINATION OF NONSIGNIFICANCE" History

-  Document created by Jackie Churchill (jchurchill@spokanecity.org)
2024-02-23 - 8:51:45 PM GMT- IP address: 73.254.88.208
-  Document emailed to Spencer Gardner (sgardner@spokanecity.org) for signature
2024-02-23 - 8:51:51 PM GMT
-  Email viewed by Spencer Gardner (sgardner@spokanecity.org)
2024-02-23 - 8:52:04 PM GMT- IP address: 198.1.39.252
-  Document e-signed by Spencer Gardner (sgardner@spokanecity.org)
Signature Date: 2024-02-23 - 8:56:38 PM GMT - Time Source: server- IP address: 198.1.39.252
-  Agreement completed.
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