



# Spokane Plan Commission Agenda

Regular Meeting  
Wednesday, April 23, 2025  
2:00 PM

Hybrid - Council Briefing Center / Microsoft Teams  
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. Roll Call	Planning Staff
	2. Approve <a href="#">4/9/2025</a> meeting minutes	All
	3. City Council Liaison Report	CM Kitty Klitzke
	4. Community Assembly Liaison Report	Mary Winkes
	5. President Report	Jesse Bank
	6. Secretary Report	Spencer Gardner
	7. Transportation Commission Liaison Report	Ryan Patterson
	8. Approval of current agenda	

## Workshops:

2:20 – 2:50	1. <a href="#">Excelsior Wellness Development Agreement</a>	Kevin Freibott
2:50 – 3:10	2. PlanSpokane Chapter Review Follow-Up	Kevin Freibott
3:10 – 3:20	3. <a href="#">ADU Updates (HB 1337) SMC 17C.300</a>	Tim Thompson
3:20 – 3:45	4. Discussion of Topics Plan Commission is Interested in Addressing During Comp Plan Update	Spencer Gardner

**Adjournment: The next regularly scheduled PC meeting will be Wednesday, May 14, 2025.**

\*Items denoted with an asterisk may include final action taken by the Commission. Written public comments will be accepted on these items up to one hour prior to the start of the meeting. Verbal testimony may also be accepted during the meeting.

**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 [mlovmaster@spokanecity.org](mailto:mlovmaster@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 & Committees

## Upcoming Agenda Items (All items are subject to change)

May 14, 2025 - Plan Commission (90 minutes available) Hybrid		
Workshop		
Time	Item	Presenter
2:00 – 2:20	Meeting Briefing	Plan Commission
2:20 – 3:20	PlanSpokane 2046: Summary of Visioning Engagement	Tirrell Black
3:20 – 3:45	Complete Streets Ordinance and Request for Hearing	Jon Snyder
3:45 – 4:00	Transition to Chambers	
Hearing Items		
4:00 - TBD	Six-Year Streets Capital Improvement Plan Update	Kevin Picanco
TBD	ADU Updates (HB 1337) SMC 17C.300	Tim Thompson

May 28, 2025 - Plan Commission (90 minutes available) Hybrid		
Workshop		
Time	Item	Presenter
2:00 – 2:20	Meeting Briefing	Plan Commission
2:20 - 3:20	PlanSpokane 2046: Chapter Review	Staff (Kevin & Tirrell coordinating)
3:20 – 3:45	Wrap-up on Excelsior DA and Request for Hearing	Kevin Freibott

June 11, 2025 - Plan Commission (90 minutes available) Hybrid		
Workshop		
Time	Item	Presenter
2:00 – 2:20	Meeting Briefing	Plan Commission
2:20 - 3:20	PlanSpokane 2046: Chapter Review	Staff (Kevin & Tirrell coordinating)
3:45 – 4:00	Transition to Chambers	

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# Fourth Wednesday - Plan Commission Meeting Information

Wednesday, April 23, 2025

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.

<p>Meeting ID: 224 747 524 410</p> <p>Passcode: 697m6DR7</p>	<p><b>Microsoft Teams</b></p> <p><b>Join on your computer, mobile app or room device</b></p> <p><a href="#">Click here to join the 4<sup>th</sup> Wednesday meeting</a></p> <p>Meeting ID: 224 747 524 410 Passcode: 697m6DR7</p> <p><a href="#">Download Teams</a>   <a href="#">Join on the web</a></p> <hr/> <p><b>Join with a video conferencing device</b></p> <p><a href="mailto:cityofspokane@m.webex.com">cityofspokane@m.webex.com</a></p> <p>Video Conference ID: 112 253 098 1 <a href="#">More info</a></p>
<p>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: <a href="mailto:plancommission@spokanecity.org">plancommission@spokanecity.org</a>. Written public comments will be accepted on these items up to one hour prior to the start of the meeting.</p>	
<p><b>The audio proceedings of the Plan Commission meetings will be recorded and are available online.</b></p>	

# Spokane Plan Commission - Draft Minutes

Wednesday, April 9, 2025

Hybrid Meeting in Council Briefing Center & Microsoft Teams Teleconference Combined with the Transportation Commission

Meeting Minutes: Plan Commission Workshop called to order at 2:02 pm by President Jesse Bank.

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

- None

## **Attendance for Plan Commission Workshop:**

- Plan Commission Members Present: Jesse Bank, Ryan Patterson, David Edwards, Sandra Neperud, Amber Lenhart, Jill Yotz, Tim Williams, Tyler Tamoush, Greg Francis, Carole Shook
- Plan Commission Members Not Present: None
- Plan Commission Quorum Present: Yes
- Non-Voting Plan Commission Members Present: Mary Winkes (Community Assembly Liaison)
- Non-Voting Plan Commission Members Not present: Kitty Klitzke (Council Member Liaison)
- Transportation Commission Members Present: Rhonda Young, Lauren Pangborn, Mike Bjordahl, Raychel Callary, Kaylee Jackman
- Transportation Commission Members Not Present: Grant Shipley, Dylan Jouliot, Joni Harris
- Transportation Commission Quorum Present: Yes
- Non-Voting Transportation Commission Liaisons Present: Plan Commission, CA, WSDOT, SRHD, STA, NEPDA
- Non-Voting Transportation Commission Liaisons Not Present: SRTC, PBIA East Sprague, DSP/Downtown PBIA, U-District, S3R3, SPS
- Staff Members Present: Tirrell Black, Angie McCall, Emily King, Kevin Picanco, Colin Quinn-Hurst, Jon Snyder, Tim Thompson, Brian Brisendine, Colin Quinn-Hurst, Abbey Martin, Sarah Sirott, Marcia Davis, Maren Murphy, Nicole White, Inga Note, Jackie Churchill, Kirstin Davis, Marcia Davis

**Minutes:** Minutes from 3/26/2025 approved.

## **Briefing Session:**

- **Community Assembly Liaison Report - Mary Winkes**
  - Mary let the commission know that the CA passed a resolution to send to City Council. At one point, they also said something about sending it to the Plan Commission, but she was not sent with that instruction. There is concern about the zero parking requirements around the city and issues coming up around the neighborhoods regarding this. The CA will be going to City Council to review that decision to see if something else may be done.
- **Commission President Report - Jesse Bank**
  - President Bank gave the floor to Commissioner Neperud. Today is Sandra's last meeting as she is moving out of the state of Washington.
- **Secretary Report - Tirrell Black in lieu of Spencer Gardner**
  - Tirrell stated that we have finished up our first round of engagement with Plan Spokane. Thanks to those who participated. We had 170 people in total for engagement. We had 4 open houses and one agency meeting. We now have a lot of data to go through and will hopefully put that out later this month.

- We also have established a Plan Commission Subcommittee. In your city email, there is a poll/survey if you could take that regarding Comp Plan group interests, dates, and times of availability. Also, for the Plan Commission Workshops there will be scheduled times beginning in May dedicated to the Comp Plan.
- **City Council Member Liaison - Kitty Klitzke**
  - CM Klitzke is absent therefore there is no report.

**Current Agenda:** The current agenda was approved unanimously.

**Workshop(s):**

- Comprehensive Plan Periodic Update – Transportation Visioning and Recent Policy Direction Review
  - Presentation provided by Colin Quinn-Hurst
  - Questions asked and answered.
  - Discussion ensued.
- Six-Year Streets Capital Improvement Plan Update
  - Presentation provided by Kevin Picanco.
  - Questions asked and answered.
  - Discussion ensued.
  - Requested action is to confirm the consistency and recommend to the Plan Commission. Vice-President Young took a motion to make this requested action as presented by staff. So moved by Commissioner Pangborn of the Transportation Commission. Seconded by Commissioner Bjordahl. No discussion. **Vote: 5-0-0. Motion passes unanimously.**
- Complete Streets Policy Update
  - Presentation provided by Jon Snyder.
  - Questions asked and answered.
  - Discussion ensued.

Workshops Adjourned at 3:54PM.

The next regularly scheduled Plan Commission meeting is scheduled for Wednesday, April 23, 2025.

April 16, 2025

President Bank and Plan Commissioners  
City of Spokane

**Re: April 23 Workshop on the Indian Trail Development Agreement**

Dear President Bank and Plan Commissioners,

As you may recall from our Comprehensive Plan Amendment program last year, the City approved the request by Excelsior Wellness for a comprehensive plan amendment on Indian Trail Rd in the Balboa/South Indian Trail neighborhood in December, provided they sign a Development Agreement with the City. The time has come to begin discussing this Development Agreement with the Plan Commission, in anticipation of a Plan Commission hearing later this year on the matter, following by City Council consideration of the agreement.

At your April 23 meeting I will be introducing the matter to the Plan Commission again, including background on the project, some general information on how Development Agreements are developed and processed, and some preliminary information on what the Development Agreement may require of the applicant.

In advance of that meeting, I recommend you familiarize yourself with the overall project and the requirements placed upon it by the City Council (at your recommendation). The project website will provide the relevant information regarding the Comprehensive Plan Amendment. It can be found at the following link:

**File Z23-479COMP** (Indian Trail):

[PROJECT WEBSITE HERE](#)

The final signed ordinance, including the language added by the City Council pertaining to the Development Agreement, can be found attached to this letter.

Lastly, you might find the Municipal Code section on Development Agreements informative. It can be accessed here:

**SMC 17A.060 Development Agreements:** <https://my.spokanecity.org/smc/?Chapter=17A.060>

We look forward to seeing everyone next week during the workshop. Please let me know if you have any questions at that time—we will be have more than one meeting on this topic certainly.

Sincerely,

Kevin Freibott, Senior Planner  
Planning & Economic Development  
[kfreibott@spokanecity.org](mailto:kfreibott@spokanecity.org)  
509-625-6184

Ordinance No. C36613

AN ORDINANCE RELATING TO APPLICATION FILE Z23-479COMP AMENDING MAP LU 1, LAND USE PLAN MAP, OF THE CITY'S COMPREHENSIVE PLAN FROM "RESIDENTIAL LOW" TO "GENERAL COMMERCIAL," "RESIDENTIAL MODERATE," AND "POTENTIAL OPEN SPACE" FOR APPROXIMATELY 33 ACRES IN THE BALBOA/SOUTH INDIAN TRAIL NEIGHBORHOOD; AND AMENDING THE ZONING MAP FROM "R1" TO "COMMUNITY BUSINESS, 55-FOOT HEIGHT LIMIT (CB-55)", RESIDENTIAL MULTIFAMILY (RMF)," AND "R1."

WHEREAS, the Washington State Legislature passed the Growth Management Act ("GMA") in 1990, requiring among other things, the development of a Comprehensive Plan (RCW 36.70A); and

WHEREAS, the City of Spokane adopted a Comprehensive Plan in May of 2001 that complies with the requirements of the Growth Management Act; and

WHEREAS, the Growth Management Act requires continuing review and evaluation of the Comprehensive Plan and contemplates an annual amendment process for incorporating necessary and appropriate revisions to the Comprehensive Plan; and

WHEREAS, land use amendment application Z23-479COMP was submitted in a timely manner for review during the City's 2023/2024 Comprehensive Plan amendment cycle; and

WHEREAS, Application Z23-479COMP sought to amend the Land Use Plan Map of the City's Comprehensive Plan for 32.05 acres from "Residential Low" to "Residential Moderate," "General Commercial," and "Conservation Open Space" for parcels 26262.0010, 26262.0018, 26262.0054, 26262.0055, and 26265.0048; and

WHEREAS, the corresponding zoning designation requested was "Residential Multifamily (RMF)" for the portions designated "Residential Moderate," "Community Business, 55-foot height limit (CB-55)" for the portions designated "General Commercial," and "R1" for the portions designated "Conservation Open Space" or "Residential Low"; and

WHEREAS, City Council adopted RES 2024-0029 on March 25, 2024, including Application Z23-479COMP in the 2024 Comprehensive Plan Amendment Work Program, and expanding the proposal to include consideration of portions of parcels 26261.3401, 26262.2620, and 26262.2621, totaling three additional acres; and

WHEREAS, staff requested comments from agencies and departments on May 7, 2024, and a public comment period ran from June 10, 2024 to August 9, 2024; and



WHEREAS, the Spokane Plan Commission held a workshop to study the application on July 24, 2024; and

WHEREAS, the Washington State Department of Commerce and appropriate state agencies were given the required 60-day notice before adoption of proposed changes to the Comprehensive Plan on September 17, 2024; and

WHEREAS, a State Environmental Policy Act (“SEPA”) Mitigated Determination of Non-Significance was issued on September 16, 2024, for the amendment to the Comprehensive Plan, the comment period for which ended on October 8, 2024; and

WHEREAS, a staff report for Application Z23-479COMP reviewing all the criteria relevant to consideration of the application was published on September 20, 2024, and sent to all applicants, commenters, and the Plan Commission; and

WHEREAS, notice of the SEPA Checklist and Determination and announcement of the Plan Commission Hearing for the application was published in the Spokesman-Review on September 25, 2024, and October 2, 2024; and

WHEREAS, Notice of Plan Commission Public Hearing and SEPA Determination was posted on the property and mailed to all property owners, occupants, and taxpayers of record, as shown in the most recent Spokane County Assessor’s record for all properties within 400 linear feet of any portion of the boundary of the subject properties, pursuant to Spokane Municipal Code 17G.020.070, on September 25, 2024; and

WHEREAS, the Spokane Plan Commission held a public hearing on October 9, 2024, including staff presentation, taking of public testimony, closing of the verbal and written public record, and deliberations; and

WHEREAS, the Spokane Plan Commission found that Application Z23-479COMP is consistent with and implements the Comprehensive Plan; and

WHEREAS, the Spokane Plan Commission found that Application Z23-479COMP meets the final review criteria for Comprehensive Plan Amendments delineated in Spokane Municipal Code 17G.020.030; and

WHEREAS, the Spokane Plan Commission voted 8 to 0, with one abstention, to recommend approval of Application Z23-479COMP, conditioned upon their recommendation to remove parcel 26261.3401 from the proposal, apply the “Potential Open Space” designation instead of the “Conservation Open Space” designation, and execute a development agreement; and

WHEREAS, the City Council adopts the recitals set forth herein as its findings and conclusions in support of its adoption of this ordinance and further adopts the findings,

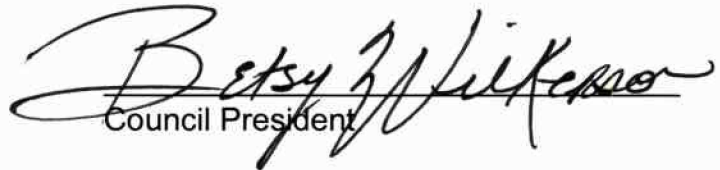
conclusions, and recommendations from the Planning Services Staff Report and the City of Spokane Plan Commission for the same purposes; --

NOW, THEREFORE, THE CITY OF SPOKANE DOES ORDAIN:

1. Approval of the Application. Application Z23-479COMP is approved.
2. Amendment of the Land Use Map. Comprehensive Plan Map LU 1, Land Use Plan Map, is amended from "Residential Low" to "Residential Moderate," "General Commercial," and "Potential Open Space" for approximately 33 acres, as shown in Exhibit B, subject to the owner(s) of the property entering into a binding development agreement with the City within one year of the effective date of this ordinance and prior to the approval of any development permits on the site.
3. Amendment of the Zoning Map. The City of Spokane Zoning Map is amended from "R1" to "Residential Multifamily (RMF)," and "Community Business, 55-foot height limit (CB-55)," as shown in Exhibit C, subject to the owner(s) of the property entering into a binding development agreement within one year of the effective date of this ordinance.
4. Approval Conditions for Development Agreement. The approval granted by this ordinance is conditioned upon the applicants entering into a binding development agreement that has been mutually executed between the City and the applicants and which is consistent with the requirements of Chapter 36.70B RCW and Spokane Municipal Code chapter 17A.060, sufficient to bind the applicants and applicants' successor(s) and assigns with respect to development of the property identified in Exhibits B and C and addressing the following:
  - a. Site plan.
  - b. Multimodal circulation plan.
  - c. Development details for the City of Spokane Integrated Capital Management Department.
  - d. Limitations on uses allowed in the commercial portions of the Application.
  - e. Emergency egress.
5. Expiration Date. The approvals granted by this ordinance shall expire and the Land Use Designation and Zoning Category shall revert to the original designations as stated in Sections 2 and 3 herein above if, within one (1) year from the effective date of this ordinance, the conditions set forth in Section 4 of this ordinance have not been satisfied.

6. This ordinance shall become effective thirty (30) days after its enactment; provided no development permits may be issued for the property until all conditions of approval have been satisfied including the mutual execution of a development agreement between the city and the applicants addressing the terms set forth in section 4 herein above and the approval of the same by the City Council by Ordinance or Resolution.

PASSED BY THE CITY COUNCIL ON December 2, 2024.

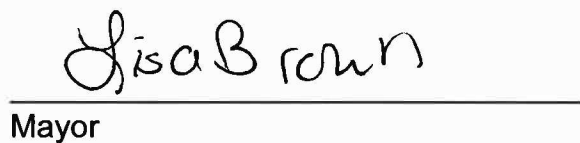
  
Council President

Attest:

Approved as to form:

  
City Clerk

  
Assistant City Attorney

  
Mayor

12/13/2024  
Date



1/12/2025  
Effective Date





# Exhibit B: Land Use Plan Map Changes

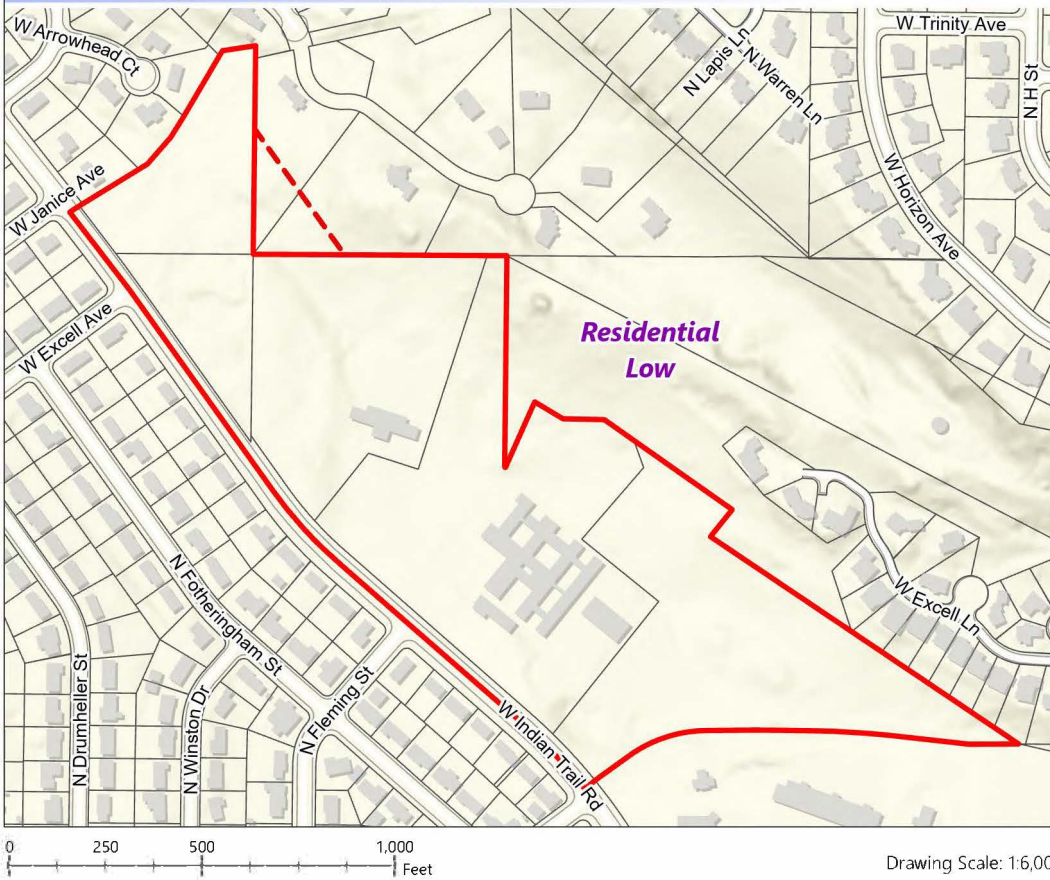
Department of Planning & Economic Development



Draw Date: 10/17/2024

**THIS IS NOT A LEGAL DOCUMENT**  
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, streets, etc.

## Current Land Use Plan Map Designations

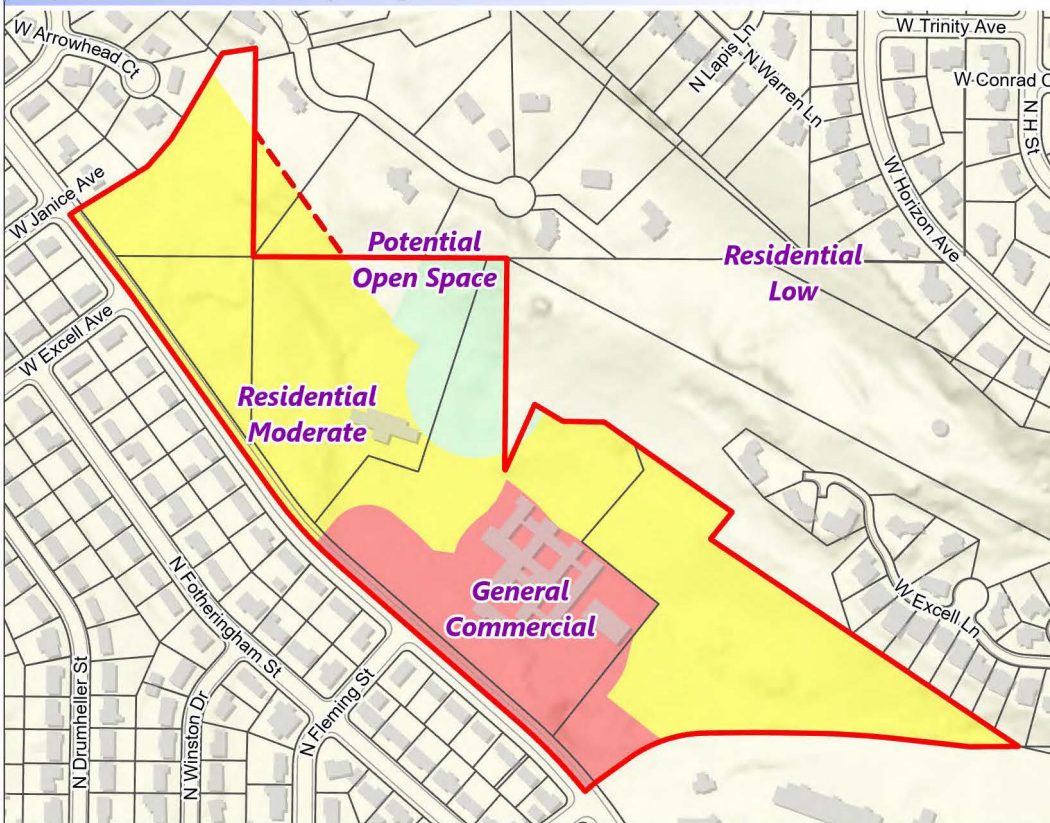


- Project Area
- Expanded Area
- Building
- Parcel
- Curb Line

## Land Use Plan Map Designation

- General Commercial
- Potential Open Space
- Residential Low
- Residential Moderate

## Proposed Land Use Plan Map Designation



**Agent:** Land Use Solutions & Entitlement

**Parcels:** 26262.0010  
26262.0018  
26262.0054  
26262.0055  
26262.2620  
26262.2621  
26265.0048

**Size:** 33 acres  
(Size is Approximate)

This exhibit has been updated according to the recommendation of the Spokane Plan Commission during their hearing on October 9, 2024.

## Project Location







# Exhibit C: Zoning Changes

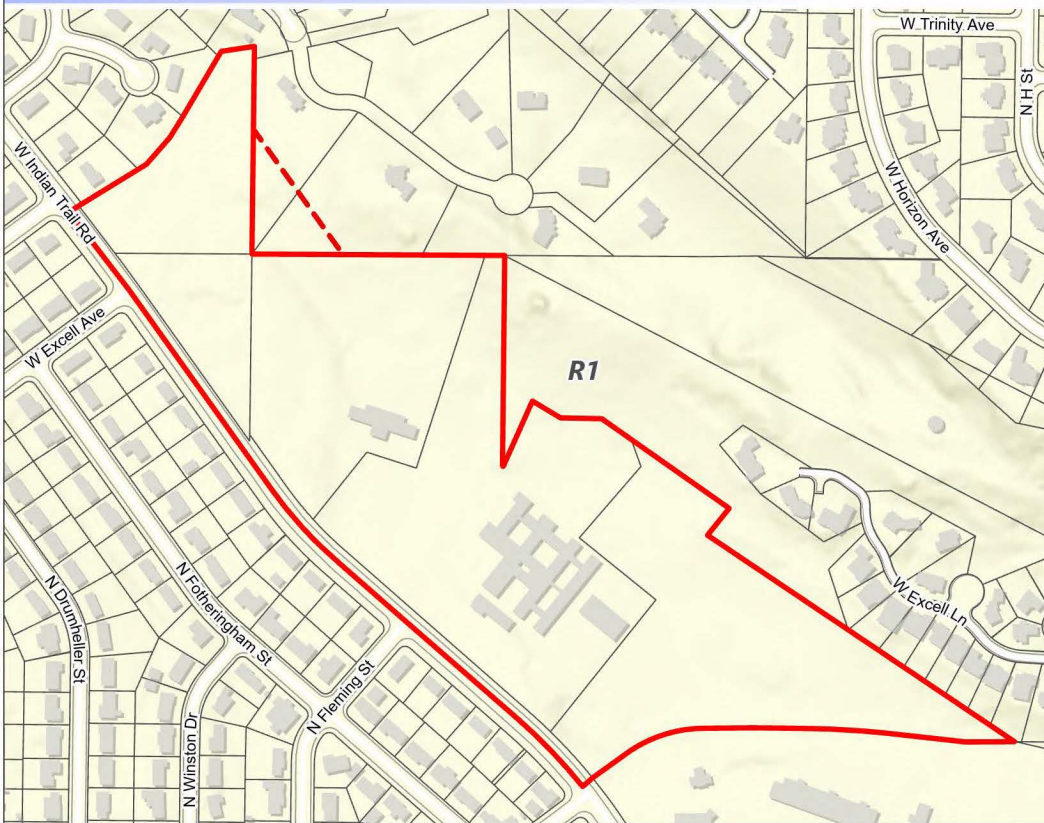
Department of Planning & Economic Development



Draw Date: 10/17/2024

THIS IS NOT A LEGAL DOCUMENT  
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, streets, etc.

## Current Zoning



0 300 600 1,200 Feet

Drawing Scale: 1:6,000

Project Area

Buildings

Parcel

Curb Line

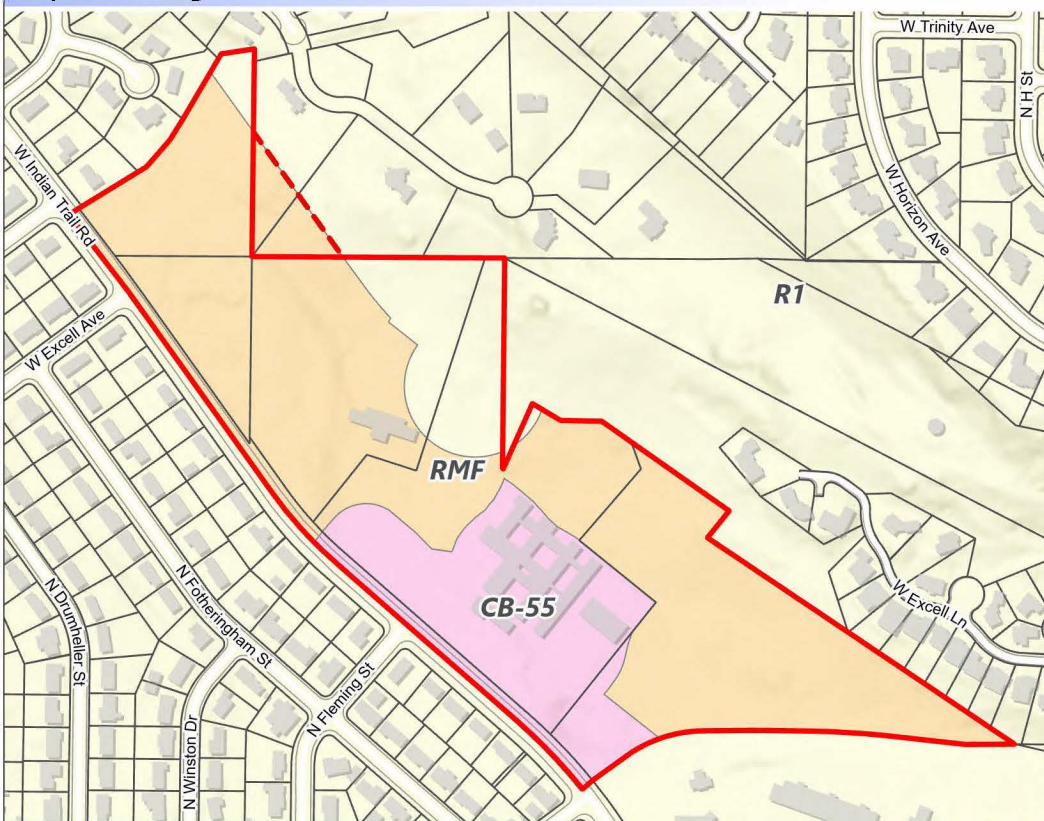
## Zoning

Community Business

Residential Multifamily

Residential 1

## Proposed Zoning



Path: H:\Planning\Programs\_Long\_Range\GIS Mapping Program\23-042COMP Comp Plan Amendments 2023-2024 Cycle\23-042COMP Comp Plan Amendments 2023-2024 Cycle.aprx

**Agent:** Land Use Solutions & Entitlement

**Parcels:** 26262.0010

26262.0018

26262.0054

26262.0055

26262.2620

26262.2621

26265.0048

**Size:** 33 acres

(Size is Approximate)

This exhibit has been updated according to the recommendation of the Spokane Plan Commission during their hearing on October 9, 2024.

## Project Location



**BRIEFING PAPER**  
**Spokane Plan Commission**  
**Accessory Dwelling Unit Code Amendment**  
**4/23/2025**

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**Subject:**

Amendment to the Spokane Municipal Code to update regulations pertaining to Accessory Dwelling Units (ADUs) in single-family residential zones.

**Background:**

An Accessory Dwelling Unit (ADU) is a small, self-contained residential unit located on the same lot as an existing single-family home. ADUs include all the basic facilities needed for independent living—such as a kitchen, sleeping area, and a bathroom—and are generally smaller and less prominent than the primary residence.

ADUs can take various forms, including:

- A converted portion of an existing home (e.g., basement or attic apartment),
- An addition to the primary residence with a separate entrance,
- A detached structure such as a garage conversion or standalone cottage.

Commonly referred to as "mother-in-law apartments" or "granny flats," ADUs are increasingly used to support multigenerational living, provide rental income opportunities, and offer more affordable housing options within existing neighborhoods.

**Statutory Requirements for ADUs in Washington State**

As of July 2023, House Bill 1337 (codified in RCW 36.70A.680 and 36.70A.681) mandates that local governments planning under the Growth Management Act (GMA) must update their regulations to comply with new statewide ADU requirements within six months of their periodic update due date. The requirements include:

- **Minimum Allowance:** At least two ADUs per lot must be permitted in urban growth areas, in addition to the principal unit. ADUs may be attached, detached, or a combination, and conversion of existing structures (e.g., garages) must be allowed.
- **Size Standards:** ADUs cannot be required to be smaller than 1,000 gross square feet.
- **Dimensional Standards:** Local regulations may not impose setback, yard coverage, tree retention, or door location restrictions more stringent than those for the principal unit.
- **Street Improvements:** Street improvements may not be required as a condition for ADU approval.
- **Owner Occupancy:** Owner occupancy requirements for either the main residence or ADUs are prohibited.

**BRIEFING PAPER**  
**Spokane Plan Commission**  
**Accessory Dwelling Unit Code Amendment**  
**4/23/2025**

- 
- **Condominium Sales:** ADUs may be sold or conveyed independently as condominiums, even if originally built as an ADU.
  - **Design Review:** Aesthetic or design requirements for ADUs cannot be more restrictive than for principal units.
  - **Parking Requirements:** On-site parking restrictions apply, and none may be required for ADUs within a half mile of a major transit stop.
  - **Impact Fees:** Impact fees for ADUs are capped at 50% of those assessed to the principal unit.
  - **Common Interest Communities:** New CC&Rs may not prohibit ADUs; existing CC&Rs are unaffected.

This proposed code amendment aims to align Spokane's municipal regulations with the new state standards while expanding ADU opportunities to address housing needs.

The City received a Middle Housing Grant from the Washington State Department of Commerce to complete the necessary code amendments. To be eligible for the remaining reimbursement of \$18,750, the City must adopt the ordinance by June 15, 2025. This code amendment is a required deliverable under the terms of the grant.

**Next Steps:**

The purpose of this workshop item is to request the project be scheduled for a hearing on May 14, 2025.

**Attachments:**

- Draft Code Amendment

ORDINANCE NO \_\_\_\_\_

An Ordinance amending Title 17 of the Spokane Municipal Code to update regulations governing accessory dwelling units (ADU's) in accordance with House Bill 1337. Specifically amending Section 17A.020.010 "A" Definitions, Chapter 17C.300 Accessory Dwelling Units, Section 17C.230.130 Parking Exceptions, Section 17H.010.040 Initiation of Street Improvement Projects, setting an effective date, and other matters properly related thereto.

**WHEREAS** the City of Spokane adopted a Comprehensive Plan in May of 2001 that complies with the requirements of the Growth Management Act (GMA) as set forth in RCW 36.70A; and,

**WHEREAS** the Comprehensive Plan includes policies which encourage more compact development, including accessory dwelling units, specifically Policy LU 3.6. Additionally, Housing Policies H 1.19 and H 1.20 encourage accessory dwelling units for senior housing and as an ancillary use to single-family homes in all designated residential areas as an affordable housing option.

**WHEREAS**, the State Legislature passed House Bill 1337 relating to expanding housing options by easing barriers to the construction and use of accessory dwelling units; amending RCW 36.70A.696, 43.21C.495, and 36.70A.280; adding new sections to chapter 36.70A RCW; adding a new section to chapter 64.34 RCW; adding a new section to chapter 64.32 RCW; adding a new section to chapter 64.38 RCW; adding a new section to chapter 64.90 RCW; creating a new section; and repealing RCW 35.63.210, 35A.63.230, 36.70A.400, 36.70.677, and 43.63A.215.

**WHEREAS**, compliance with House Bill 1337 is a requirement on the Periodic Update Checklist for Fully-Planning Cities and advances our work on the required Periodic Update to the Comprehensive Plan 2026 and the required development code amendments.

**WHEREAS**, the City has complied with the amendments to RCW 36.70A.696, 43.21C.495, 36.70A.280; 36.70A, 64.34, 64.32, 64.38; and 64.90 in the adoption of this Ordinance,

**WHEREAS**, a SEPA Categorical Exemption WAC 197-11-800(19) applies to SMC Section 17A.020.010 "A" Definitions, Chapter 17C.300 Accessory Dwelling Units, Section 17C.230.130 Parking Exceptions, and Section 17H.010.040 Initiation of Street Improvement Projects.

**WHEREAS**, prior to the Plan Commission public hearing a legal notice was published in the Spokesman Review on MONTH DAY, 2025, and MONTH DAY, 2025; and,

**WHEREAS**, on MONTH DAY, 2025, the Plan Commission held a public hearing on the proposed amendments. XX testimony was heard; and,



**WHEREAS**, the City Council adopts the recitals set forth herein as its findings and conclusions in support of the adoption of this ordinance and further adopts the findings, conclusions, and recommendations from the Planning and Economic Development Staff Report (exhibit A) and the City of Spokane Plan Commission Findings of Fact, Conclusions, and Recommendations (Exhibit B) for the same purposes; and

Now, Therefore, the City of Spokane does hereby ordain as follows:

**Section 1.** Section 17A.020.010(D.) “A” Definitions is amended to read as follows:

D. Accessory Dwelling Unit (ADU).

An accessory dwelling unit, which may be attached or detached, is a separate additional living unit, including separate kitchen, sleeping, and bathroom facilities, attached or detached from the primary residential structure(s), on a residential lot.

ADUs are known variously as:

1. “Mother-in-law apartments,”
2. “Accessory apartments,” or
3. “Second units.”

**Section 2.** Chapter 17C.300 Accessory Dwelling Units is amended to read as follows:

Section 17C.300.010 Purpose

This chapter establishes the standards for the location and development of accessory dwelling units in residential zones. The purpose of accessory dwelling units is to create new housing units that complement the principal dwellings on the properties on which they are located. They can increase the housing stock of existing neighborhoods in a manner that is less intense than alternatives. Accessory dwelling units allow more efficient use of existing housing stock and infrastructure and provide a mix of housing that responds to changing family needs and smaller households. They provide a means for residents, particularly seniors, single parents, and families with grown children, to remain in their homes and neighborhoods, and obtain extra income, security, companionship and services; and provide a broader range of accessible and more affordable housing.

Section 17C.300.100 General Regulations

A. Where the Regulations Apply.

Attached and detached accessory dwelling units are permitted in the RA through RHD zones, including planned unit developments, subject to the limitations of subsection (B) of this section.

B. Limitation.

Two ~~One~~ accessory dwelling units are ~~is~~ allowed per lot in the RA, R1, R2, RMF, and RHD zones subject to the development standards of the underlying zoning district.

C. ADU versus principal dwelling.

Section 17C.300.130(A)(1) SMC establishes the methods by which an ADU may be created. In cases where a proposed dwelling unit meets the definition and criteria of both an ADU and an additional principal dwelling (e.g., the second unit of a duplex or a second single-unit residential building on a lot), applicants may choose whether the proposed dwelling unit is permitted as an ADU or a principal dwelling.

#### Section 17C.300.110 Criteria

##### A. Maximum Size.

###### 1. Internal ADU.

~~Before the establishment of an internal ADU the floor area of the principal structure, excluding an attached garage, must be not less than eight hundred square feet.~~

a. The internal ADU shall contain no more than two bedrooms and the floor area of the internal ADU must be not more than one thousand (1,000) eight hundred square feet, excluding any related garage area

b. The conversion of an existing interior basement or attic space of a principal structure into an ADU may exceed the maximum floor area for an internal ADU specified in subsection (1)(a) of this subsection.

###### 2. Detached ADU.

a. The maximum detached ADU size is subject to building coverage per chapter 17C.300.130(B)(3) SMC and floor area ratio per subsection (3) of this subsection (A); and

b. A detached ADU shall not exceed one thousand (1,000) seventy-five percent of the floor area of the principal structure, or nine hundred seventy-five square feet of floor area, ~~whichever is greater.~~

c. The maximum detached ADU size is subject to the maximum building footprint standards for ADUs in Table 17C.111.205-2.

##### B. Occupancy for Short-Term Rentals.

Where a lot with an ADU also has a Short-Term Rental under chapter 17C.316 SMC, one of the dwelling units on the lot shall be occupied by one or more owners of the property as the owner's permanent and principal residence. The owner-occupant must occupy the owner-occupied dwelling unit for more than six months of each calendar year. The owner-occupant may not receive rent for the owner-occupied dwelling unit. If a complaint that an owner has violated these requirements is filed, the owner shall:

1. submit evidence to the director showing good cause, such as a job dislocation, sabbatical leave, education or illness, for waiver of this requirement for up to one year absence from the property. Upon such showing the director may waive the requirement;

2. re-occupy the structure; or

3. remove the accessory dwelling unit.

#### Section 17C.300.120 Application Procedures

##### A. Application.

Any property owner seeking to establish an ADU must obtain a building permit and a certificate of occupancy from the building services department.

## Section 17C.300.130 Development Standards

### A. Development Standards – Requirements for All Accessory Dwelling Units.

All accessory dwelling units must meet the following:

#### 1. Creation.

- a. An accessory dwelling unit may only be created through the following methods:
- b. Converting existing living area, attic, basement or garage.
- c. Adding floor area.
- d. Constructing a detached accessory dwelling unit on a site with an existing residential use.
- e. Constructing a residential use with an internal or detached accessory dwelling unit.
- f. In the R1, R2, RMF, or RHD zone, constructing an attached or detached accessory dwelling unit on a site with any existing or new principal structure (including non-residential uses or structures). Any structure shall comply with all applicable building, fire, and engineering standards

#### 2. Number of Residents.

The total number of individuals that reside in all units on the site may not exceed any lawful limits on occupant load per square foot or generally applicable health and safety provisions as established by applicable building or fire code, as provided in RCW 35.21.682.

#### ~~3. Location of Entrances for Internal ADUs.~~

~~Only one entrance may be located on the facade of the structure facing the street, unless the principal structure contained additional entrances before the accessory dwelling unit was created. An exception to this regulation is entrances that do not have access from the ground such as entrances from balconies or decks.~~

#### ~~4.3. Parking.~~

~~Parking requirements are provided in Table 17C.230.130-1.~~

~~a. Studio and one-bedroom ADUs require no additional parking.~~

~~b. Parking for Accessory Dwelling Units is provided in Table 17C.230.130-1 under Residential Household Living. For purposes of determining required parking, an Accessory Dwelling Unit is a full dwelling unit.~~

### B. Additional Development Standards for Detached ADUs.

#### 1. Setbacks.

Except for conversion of existing accessory structures, the accessory dwelling unit must be:

- a. as specified for setbacks in Table 17C.111.205-2 for accessory dwelling units ~~structures and~~.

#### 2. Height.

The maximum height allowed for a detached accessory dwelling unit is provided in Table 17C.111.205-2.

#### 3. Bulk Limitation.

The maximum building footprint for accessory dwelling units is provided in Table 17C.111.205-2. ~~The building coverage for the detached accessory dwelling unit may not be larger than the building coverage of the principal structure.~~

- ~~a. On lots five thousand five hundred square feet or larger, the combined building coverage of all detached accessory structures may not exceed fifteen percent of the total area of the site.~~
- ~~b. On lots smaller than five thousand five hundred square feet, the combined building coverage of all detached accessory structures may not exceed twenty percent of the total area of the site.~~
- 4. Conversion of Existing Detached Accessory Structures.
  - a. Conversion of an existing detached accessory structure that is in a front building setback required by Table 17C.111.205-2 is ~~not~~ allowed as provided. Conversion of an existing detached accessory structure that is in a rear or side building setback is allowed as provided by chapter 17C.111.235 SMC, Setbacks, and chapter 17C.111.240 SMC, Accessory Structures.
  - b. If the accessory dwelling unit is proposed for an existing detached accessory structure that meets any of the standards of subsections (B)(2) and (3) of this section, alterations that will move the structure out of conformance with the standards that are met are not allowed.
  - c. If the accessory dwelling unit is proposed as a conversion of an existing detached accessory structure or a portion of the building, and any floor area is added to the existing detached accessory structure to accommodate an ADU, then the entire structure must meet the underlying zoning development standards.
- C. Utilities and Addressing.

The ADU must utilize those municipal utilities and address established for the principal dwelling unit.
- D. Code Compliance.

The ADU must meet all technical code standards of this title including building, electrical, fire, and plumbing code requirements and permits.

#### Section 17C.300.140 ADU Expiration

- A. Transfer.

In the case where a lot with an ADU also has a Short-Term Rental under chapter 17C.316 SMC, an ADU permit is not transferable to any other property or any other person except to the new owner of the subject property when the property will be owner occupied.
- B. Expiration.

Approval of an ADU expires when the:

  - 1. accessory dwelling unit is altered and is thus no longer in conformance with the plans approved by the building services department; or
  - 2. property ceases to maintain the required off-street parking spaces for the accessory and principal dwelling units; or
  - 3. in the case where a lot with an ADU also has a Short-Term Rental under chapter 17C.316 SMC, legal titleholder of the property ceases to own and reside in either the principal or the accessory dwelling unit.

**Section 3:** Section 17C.230.130 Parking Exceptions is amended to read as follows:

## Section 17C.230.130 Parking Exceptions

- A. Parking is not required for commercial or institutional uses.
- B. The Planning Director may approve ratios that are higher than the maximum or lower than the minimum if sufficient factual data is provided to indicate that a different amount is appropriate. The applicant assumes the burden of proof. Approval of parking above the maximum shall be conditioned upon increasing the amount of required landscaping by thirty percent. Approval of parking below the minimum shall be conditioned upon the project contributing towards a pedestrian and transit supportive environment both next to the immediate site and in the surrounding area. When determining if a different amount of parking is appropriate, the Director shall consider the proximity of the site to frequent transit service, the intensity of the zoning designation of the site and surrounding sites, and the form of the proposed use.
- C. If property owners and businesses establish a parking management area program with shared parking agreements, the Planning Director may reduce or waive parking requirements.
- D. Existing legal nonconforming buildings that do not have adequate parking to meet the standards of this section are not required to provide off-street parking when remodeling which increases the amount of required parking occurs within the existing structure.
- E. Attached Housing.

The following exceptions apply only to attached housing (defined in SMC 17A.020.010) in the RMF and RHD zones. Distances are measured in a straight line between the zone/overlay boundary to the lot line of the site containing the development.

  - 1. On a lot at least partially within one thousand three hundred twenty feet of CC, CA, or DT zone or CC3 zoning overlay, the minimum number of off-street vehicle parking spaces required is fifty percent less than the minimum required for Residential Household Living in Table 17C.230.130-
  - 2. On a lot farther than one thousand three hundred twenty feet of a CC, CA, or DT zone or CC3 zoning overlay, the minimum number of off-street vehicle parking spaces required is thirty percent less than the minimum required for Residential Household Living in Table 17C.230.130-1.

~~F. Parking is not required for residential development on sites located within one-half mile of a transit stop.~~

**Section 4:** Section 17H.010.040 Initiation of Street Improvement Projects is amended to read as follows:

### Section 17H.010.040 Initiation of Street Improvement Projects

- A. Street improvements generally originate as part of the development review process. The need for street improvements is identified during one of the following processes:

1. Land use applications (zone change, platting).
  2. Building permit applications.
  3. Right-of-way improvement permit applications (sidewalk replacement, street improvements not part of another application).
- B. During the review, the effects the proposed development will have on traffic circulation, connectivity, parking and the use of public streets and rights-of-way are determined. The required improvements may include, but are not limited to:
1. new street construction;
  2. frontage improvements;
  3. sidewalks;
  4. street lights;
  5. traffic signals;
  6. signing;
  7. pavement markings;
  8. street trees; or
  9. pedestrian and bicycle facilities.
- C. Land Use Applications.
1. If the project is located on an unimproved right-of-way:
    - a. frontage improvements plus one twelve-foot driving lane on the opposite side of the street shall be constructed;
    - b. paved access to the nearest paved public street shall be provided; and
    - c. any traffic impacts identified in a traffic study, if required, shall be mitigated.
  2. Frontage improvements shall be constructed and traffic impacts identified in a traffic study, if required, shall be mitigated if the project is located on a partially improved right-of-way.
  3. Traffic impacts identified in a traffic study, if required, shall be mitigated if the project is located on a fully improved right-of-way.
  4. In all cases, new access locations shall be approved by the director of engineering services prior to construction.
- D. Residential Building Permits – Lots Platted Prior to May 15, 2006.
1. If the project is located on an unimproved or partially improved right-of-way:
    - a. the owner shall obtain from the director of engineering services and execute, as a condition of development, a paving waiver agreement for a local improvement district (LID) street paving assessment in accordance with SMC 17H.010.045; and
    - b. adequate emergency vehicle access in accordance with the International Fire Code must be provided to any facility, building or portion of a building hereafter constructed.
  2. No additional improvements are required for projects located on a fully improved right-of-way.
  3. An approach permit issued by the department of engineering services is required for the construction or modification of any driveway that is not shown on an approved street plan.
- E. Commercial Building Permits – Lots Platted Prior to May 15, 2006.
1. If the project is located on an unimproved right-of-way:



- a. the owner shall obtain from the director of engineering services and execute, as a condition of development, a paving waiver agreement for a local improvement district (LID) street paving assessment in accordance with SMC 17H.010.045;
    - b. emergency vehicle access shall be constructed in accordance with city standards and policies; and
    - c. traffic impacts identified in a traffic study, if required, shall be mitigated.
  2. Frontage improvements shall be constructed and traffic impacts identified in a traffic study, if required, shall be mitigated if the project is located on a partially improved right-of-way.
  3. Traffic impacts identified in a traffic study, if required, shall be mitigated if the project is located on a fully improved right-of-way.
  4. In all cases, new access locations shall be approved by the director of engineering services prior to construction.
- F. Residential and Commercial Building Permits – Lots Platted After May 15, 2006.
1. If the project is located on an unimproved or a partially improved right-of-way:
    - a. paved access to the nearest paved public street shall be provided;
      - i. Accessory dwelling units are exempt from this requirement.
    - b. frontage improvements shall be constructed; and
    - c. traffic impacts identified in a traffic study, if required, shall be mitigated.
  2. Traffic impacts identified in a traffic study, if required, shall be mitigated if the project is located on a fully improved right-of-way.
- G. Right-of-Way Improvement Permit Applications.  
Applications for improvements to the public right-of-way that are not part of another application shall be evaluated on a case-by-case basis.
- H. Where infill development occurs on partially constructed blocks, the proposed street improvements may match the existing street improvements.

**Section 5:** Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

**Section 6:** Clerical Errors. Upon approval by the city attorney, the city clerk is authorized to make necessary corrections to this ordinance, including scrivener's errors or clerical mistakes; references to other local, state, or federal laws, rules, or regulations; or numbering or referencing of ordinances or their sections and subsections.

**Section 7:** Effective Date. This ordinance shall become effective upon passage and approval on June 15, 2025.

PASSED by the City Council on \_\_\_\_\_

\_\_\_\_\_  
Council President

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Assistant City Attorney

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Effective Date

DRAFT