

THE CITY OF SPOKANE CITY COUNCIL URBAN EXPERIENCE COMMITTEE



AGENDA FOR 12:00 P.M. MONDAY, MARCH 10, 2025

The Spokane City Council's Urban Experience Committee meeting will be held at **12:00 PM March 10, 2025**, in City Council Chambers, located on the lower level of City Hall at 808 W. Spokane Falls Blvd. The meeting can also be accessed live at <https://my.spokanecity.org/citycable5/live/> and <https://www.facebook.com/spokanecitycouncil> or by calling 1-408-418-9388 and entering the access code #2496 058 1441; meeting password 0320.

The meeting will be conducted in a standing committee format. Because a quorum of the City Council may be present, the standing committee meeting will be conducted as a committee of the whole council. The Urban Experience Committee meeting is regularly held every 2nd Monday of each month at 12:00 p.m. unless otherwise posted.

The meeting will be open to the public both virtually and in person, with the possibility of moving or reconvening into executive session only with members of the City Council and appropriate staff. No legislative action will be taken.

Public testimony will be taken on the committee's agenda. Use the following link to sign up to speak for 2 min on any and all items on this month's agenda:

<https://forms.gle/jXDGewSg79FzxieL9>

UPDATED AGENDA

I. Call To Order

II. Discussion Items

1. DSP STANDING REPORT - ASHELY BLAKE (15 minutes)
2. 0650 - 2025-26 PLAN COMMISSION WORK PROGRAM - SPENCER GARDNER (5 minutes)
3. LAND CAPACITY DISCUSSION - CITY STAFF AND LOCAL DEVELOPERS (45 minutes)
4. 0450- NORTHEAST COMMUNITY CENTER PRESENTATION - SARA CLEMENTS-SAMPSON (20 minutes)
5. 4700 - MONTHLY PERMIT REPORT - TAMI PALMQUIST (10 minutes)
6. 4700 – DSC FEE AMENDMENTS - TAMI PALMQUIST (5 minutes)
7. 4700 – VACATION OF LATAH PLACE BETWEEN INLAND EMPIRE AND THE RAILROAD - ELDON BROWN (5 minutes)
8. 4700 - STREET VACATION OF LATAH PLACE BETWEEN INLAND EMPIRE & THE RAILROAD - ELDON BROWN (10 minutes)
9. CHHS QUARTERLY REPORT ON HHOS - ARIELLE ANDERSON (30 minutes)
10. STANDING BOARD, COMMISSION, COMMITTEE, AND STAFF REPORTS - ROUNDTABLE (10 minutes)

III. Consent Items

1. 0750 – MFTE CONDITIONAL AGREEMENT FOR 3123 E 10TH AVE (COMMUNITY AND ECONOMIC DEVELOPMENT)
2. 0750 – MFTE CONDITIONAL AGREEMENT FOR 3155 E 10TH AVE (COMMUNITY AND ECONOMIC DEVELOPMENT)

IV. Public Testimony

V. Executive Session

Executive Session may be held or reconvened during any Urban Experience Committee meeting.

VI. Adjournment

VII. Next Meeting

Next Urban Experience Committee

The next meeting will be held at the regular date and time of **12:00 PM. April 14, 2025.**

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 Spokane City Council Chamber in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or 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.

**Agenda Sheet for City Council:****Committee:** Urban Experience **Date:** 03/10/2025**Committee Agenda type:** Discussion**Date Rec'd**

3/5/2025

Clerk's File #

RES 2025-0022

Cross Ref #**Project #****Council Meeting Date:** 03/31/2025**Submitting Dept**

PLANNING & ECONOMIC

Bid #**Contact Name/Phone**

SPENCER 509-625-6097

Requisition #**Contact E-Mail**

SGARDNER@SPOKANECITY.ORG

Agenda Item Type

Resolutions

Council Sponsor(s)

KKLITZKE

Sponsoring at Administrators Request

NO

Lease? NO**Grant Related?** NO**Public Works?** NO**Agenda Item Name**

0650 - 2025-26 PLAN COMMISSION WORK PROGRAM

Agenda Wording

0650 2025-26 Plan Commission Work Program

Summary (Background)

City Council regularly approves updates to the Work Plan to provide direction to the Plan Commission on work items that should be addressed by the work of Plan Commission. Items on the Work Plan include the annual Comprehensive Plan Work Program, as well as additional studies and code amendments.

What impacts would the proposal have on historically excluded communities?

N/A

How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

N/A

How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?

N/A

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

The municipal code requires that Council adopt a work program for Plan Commission on a regular basis.

Council Subcommittee Review

Fiscal Impact	
Approved in Current Year Budget?	N/A
Total Cost	\$
Current Year Cost	\$
Subsequent Year(s) Cost	\$
<u>Narrative</u>	
Amount	Budget Account
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Funding Source	N/A
Funding Source Type	Select
Is this funding source sustainable for future years, months, etc?	
Expense Occurrence	N/A
Other budget impacts (revenue generating, match requirements, etc.)	
Approvals	
Dept Head	GARDNER, SPENCER
Division Director	GARDNER, SPENCER
Accounting Manager	ZOLLINGER, NICHOLAS
Legal	SCHOEDEL, ELIZABETH
For the Mayor	PICCOLO, MIKE
Distribution List	
	sgardner@spokanecity.org
smacdonald@spokanecity.org	eking@spokanecity.org

RESOLUTION NO. 2025-0022

A RESOLUTION establishing the Plan Commission Work Program for 2025/2026

WHEREAS, pursuant to SMC 4.12.080, the City Council adopts by resolution an annual work program, which assigns certain policy and planning issues for consideration by the Plan Commission; and

WHEREAS, SMC 4.12.080 requires that the Plan Commission shall, when requested by City Council resolution, solicit information and comment from the public about planning goals and policies or plans for the City, and report to the City Council its recommendations and a summary and analysis of the comments received from the public; and

WHEREAS, the City Council and the Plan Commission met on 23 October, 2024 to review and discuss the proposed Plan Commission 2025/2026 Work Program;

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby adopts the Plan Commission 2025/2026 Work Program as set forth in Attachment A and approves of the work program for assigned policy and planning issues for consideration by the Plan Commission for 2025/2026.

BE IT ALSO RESOLVED that the City Council recognizes that work assignments can change throughout the year and, therefore, calls upon the President of the Plan Commission, the Planning Director, and the City Council liaison to the Plan Commission to coordinate the implementation of the work program.

Passed by the City Council this ____ day of _____, 2025.

City Clerk

Approved as to form:

Assistant City Attorney

Attachment A 2025-26 Plan Commission Work Program Priorities		
Project Name	Start/Status	Plan Commission Review
State-mandated development code and comp plan updates		
HB 1110 follow-up work	Ongoing	Ongoing
HB 1337 ADU updates	Q4-2024	TBD
HB 1220 (see housing availability item in Comp Plan below)	N/A	N/A
HB 1293 Design standards updates	Q1-2025	2025-2026
HB 1181 (see Climate Planning item in Comp Plan below)	N/A	N/A
Off-Premises Signs	TBD	TBD
Off-Premises Alcohol Outlets	TBD	TBD
Shoreline Master Program - Vegetation (Donna)	Q2-2024	Q3-2024
2026 Comprehensive Plan update		
Levels of service / Capital Facilities Planning	In progress	2025-2026
Study of housing availability at various income levels	In progress	2025-2026
Climate planning	In Progress	2025-2026
Development of growth alternatives/EIS process	In Progress	2025-2026
Home-based occupation update	Periodic update	2025-2026
Expand legacy business rules to allow for expansion	Periodic update	2025-2026
Critical areas	Periodic update	2025-2026
Neighborhood mixed use	Periodic update	2025-2026
Downtown height limits	In Progress	2025-2026
Tree canopy (street trees and tree protection)	TBD	TBD
Paper Cuts	Ongoing	Ongoing
Pacific Avenue Greenway	In Progress	Q1-2025
Subarea planning		
5th Avenue subarea plan	In Progress	2025
Latah TIF and subarea plan	Q1-2025	2025
Hillyard subarea plan	In Progress	Q1-2025
West Central Infrastructure Planning and Design	In progress	N/A
Division Corridor T.O.D. Study (incl. North Town)	In Progress	TBD
20 Year - Water Capital Facilities Element Update	TBD	TBD
20 Year - Sewer Capital Facilities Element Update	TBD	TBD
Neighborhood Plans		
Minnehaha, Shiloh Hills, Balboa / S. Indian Trail	TBD	TBD
2025-26 Mandated / Annual Projects		
6-Year Transportation Program Update - Consistency Review	In Progress	Q3-2024
6-Year City-Wide Capital Program Update - Consistency Review	In Progress	Q3-2024
2025 Annual Comp Plan Amendments	Suspended	Suspended
2026 Annual Comp Plan Amendments	Suspended	Suspended
Notes:		
Spokane County Urban Growth Area Mandatory Review - 2025		
WA State Periodic Comprehensive Plan Update - June, 2026		
Next WA State Shoreline Program Update - June, 2030		

**Agenda Sheet for City Council:****Committee:** Urban Experience **Date:** 03/10/2025**Committee Agenda type:** Information Only**Date Rec'd**

2/27/2025

Clerk's File #**Cross Ref #****Project #****Council Meeting Date:****Submitting Dept**

NEIGHBORHOOD, HOUSING &

Bid #**Contact Name/Phone**

SARA 509-507-0611

Requisition #**Contact E-Mail**

SCLEMENTSSAMPSON@SPOKANECIT

Agenda Item Type

Information Only - Committee

Council Sponsor(s)

JBINGLE ZZAPPONE LNAVARRETE

Sponsoring at Administrators Request

NO

Lease? NO**Grant Related?** NO**Public Works?****Agenda Item Name**

0450- NORTHEAST COMMUNITY CENTER PRESENTATION

Agenda Wording

Knowing that community centers play an invaluable role in our community, the City is improving channels for partnership, clarity of impact of services, and ways to support addressing community needs. In the community center one-year contracts, they are to present to council two times. This will be the opportunity for NECC to present to council about their impact in the community and how they are working with the City to establish improved communications, partnership, and contracts.

Summary (Background)

A portion of funding is used for annual capital projects, routine equipment maintenance and major system upgrades/repairs; limited operational expenses including electric, gas, water, sewer and garbage, and minimal consumable janitorial supplies and general facility maintenance. Most funding is coming from outside grants and revenue. The City operations funding is critical to fill gaps not allowed by other funding sources.

What impacts would the proposal have on historically excluded communities?

This presentation can highlight how NECC is addressing the needs of historically excluded communities.

How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

This presentation can highlight how NECC is addressing the needs of historically excluded communities.

How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?

Presentations, tours, and financial reports.

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

Community centers' plans can help address the Neighborhood Master Plans for their respective neighborhoods as people utilize various programs within the Center.

Council Subcommittee Review

Their contract states they are to present to Council twice this year.

Fiscal Impact	
Approved in Current Year Budget? YES	
Total Cost	\$ 150,000
Current Year Cost	\$ 150,000
Subsequent Year(s) Cost	\$
<u>Narrative</u>	
Amount	Budget Account
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Funding Source	Recurring
Funding Source Type	Reallocation
Is this funding source sustainable for future years, months, etc?	
Expense Occurrence	Recurring
Other budget impacts (revenue generating, match requirements, etc.)	
Approvals	Additional Approvals
<u>Dept Head</u>	
<u>Division Director</u>	
<u>Accounting Manager</u>	
<u>Legal</u>	
<u>For the Mayor</u>	
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sclementssampson@spokanecity.org	

**Agenda Sheet for City Council:****Committee:** Urban Experience **Date:** 03/10/2025**Committee Agenda type:** Information Only**Date Rec'd**

1/24/2025

Clerk's File #**Cross Ref #****Project #****Council Meeting Date:****Submitting Dept**

DEVELOPMENT SERVICES CENTER

Bid #**Contact Name/Phone**

TAMI 6157

Requisition #**Contact E-Mail**

TPALMQUIST@SPOKANECITY.ORG

Agenda Item Type

Information Only - Committee

Council Sponsor(s)

JBINGLE LNAVARRETE

Sponsoring at Administrators Request

NO

Lease? NO**Grant Related?** NO**Public Works?****Agenda Item Name**

4700 - MONTHLY PERMIT REPORT

Agenda Wording

Presentation of current permit information for Development Services Center

Summary (Background)

Presentation of current permit information for Development Services Center, including: (All stats are year-to-date through the end of the prior month.) - Total Building Permits Issued - Total Residential Units Issued Multi-Family Housing Units Single-Family Residences Duplexes ADUs - Housing in the Pipeline In Plan Review Scheduled for Pre-Development Multi-Family Tax Exemption Conditional Contracts - Largest Construction Valuation Projects This Year

What impacts would the proposal have on historically excluded communities?

How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

Council Subcommittee Review

Fiscal Impact	
Approved in Current Year Budget?	N/A
Total Cost	\$
Current Year Cost	\$
Subsequent Year(s) Cost	\$
<u>Narrative</u>	
Amount	Budget Account
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Funding Source	N/A
Funding Source Type	Select
Is this funding source sustainable for future years, months, etc?	
Expense Occurrence	N/A
Other budget impacts (revenue generating, match requirements, etc.)	
Approvals	Additional Approvals
<u>Dept Head</u>	
<u>Division Director</u>	
<u>Accounting Manager</u>	
<u>Legal</u>	
<u>For the Mayor</u>	
Distribution List	
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**Agenda Sheet for City Council:****Committee:** Urban Experience **Date:** 03/10/2025**Committee Agenda type:** Discussion**Date Rec'd**

2/26/2025

Clerk's File #

ORD C36657

Cross Ref #**Project #****Council Meeting Date:** 03/31/2025**Submitting Dept**

DEVELOPMENT SERVICES CENTER

Bid #**Contact Name/Phone**

TAMI 6157

Requisition #**Contact E-Mail**

TPALMQUIST@SPOKANECITY.ORG

Agenda Item Type

First Reading Ordinance

Council Sponsor(s)

JBINGLE KKLITZKE

Sponsoring at Administrators Request

NO

Lease? NO**Grant Related?** NO**Public Works?** NO**Agenda Item Name**

4700 – DSC FEE AMENDMENTS

Agenda Wording

An Ordinance relating to fees and charges amending Chapter 08.02 of the Spokane Municipal Code. Specifically amending Section 08.02.031 Building Code, Section 08.02.039 Special Inspections and Other Fees, the Development Fee Schedule and the Historic Preservation Fee Schedule

Summary (Background)

City Council approved the new fee schedules for the DSC and Historic Preservation on December 9, 2024. After implementation it was made apparent that a couple fees were too high, there needed to be clarifying language added for units of measurement and some fees should have been combined for ease of use.

What impacts would the proposal have on historically excluded communities?

How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?

Subsequent review of development fees will occur on a more regular basis.

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

Council Subcommittee Review

Fiscal Impact	
Approved in Current Year Budget?	N/A
Total Cost	\$
Current Year Cost	\$
Subsequent Year(s) Cost	\$
<u>Narrative</u>	
Amount	Budget Account
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Funding Source	N/A
Funding Source Type	Select
Is this funding source sustainable for future years, months, etc?	
Expense Occurrence	
Other budget impacts (revenue generating, match requirements, etc.)	
Approvals	
Dept Head	PALMQUIST, TAMI
Division Director	MACDONALD, STEVEN
Accounting Manager	
Legal	SCHOEDEL, ELIZABETH
For the Mayor	
Distribution List	
	tpalmquist@spokanecity.org
smacdonald@spokanecity.org	akiehn@spokanecity.org

ORDINANCE NO C36657

An Ordinance relating to fees and charges amending Chapter 08.02 of the Spokane Municipal Code. Specifically amending Section 08.02.031 Building Code, Section 08.02.039 Special Inspections and Other Fees, the Development Fee Schedule and the Historic Preservation Fee Schedule and setting an effective date, and other matters properly related thereto.

The City of Spokane does hereby ordain:

Section 1. That SMC section 08.02.031 is amended to read as follows:

Section 08.02.031 Building Code

A. Building Permit.

Building permit fees are based on the value of the work to be done as follows:

VALUE OF WORK

(in dollars)

FEE

(in dollars)

1 – 2,000

73.00

2,001 - 25,000

73.00 plus 13.00 for each 1,000 over 2,000

25,001 - 50,000

372.00 plus 10.00 for each 1,000 over 25,000

50,001 - 100,000

622.00 plus 7.00 for each 1,000 over 50,000

100,001 - 500,000

972.00 plus 5.00 for each 1,000 over 100,000

500,001 - 1,000,000

2,972.00 plus 4.00 for each 1,000 over 500,000

1,000,001 - 99,999,999

4,972.00 plus 3.00 for each 1,000 over 1,000,000

B. Valuation.

1. The value of construction for purposes of calculating the amount of the fee is determined by using the:

- a. most current building valuation data from the International Code Council (ICC) as published and updated by the ICC twice annually;
or

- b. total construction valuation, whichever is greater. The total construction valuation shall include the total value of all construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems, and any other permanent equipment.
2. "Gross area" when used in conjunction with the ICC building valuation data to determine valuation of a project is the total area of all floors, measured from the exterior face, outside dimension, or exterior column line of a building, including basements and balconies but excluding unexcavated areas.
3. The fee is based on the highest type of construction to which a proposed structure most nearly conforms, as determined by the building official.
4. For roofing permits, the value is determined to be:
 - a. two hundred fifty dollars per square for recovering roofs;
 - b. three hundred fifty dollars per square for roofing projects when existing layers of roofing are torn off and a new layer is installed;
 - c. four hundred dollars per square for roofing projects when existing layers of roofing are torn off, new sheeting is installed, and a new layer of roof is installed;
 - d. or the contract valuation if it is greater.

C. Building Plan Review.

1. Fees are provided in the Development Fee Schedule

D. Demolition

1. Permit fees are provided in the Development Fee Schedule.
2. All demolition permit fees provided in the Development Fee Schedule received by the city are to be deposited in the historic preservation incentives fund established by [SMC 07.08.152](#).

E. Fencing.

Permit fees are provided in the Development Fee Schedule.

F. Grading.

1. Permit fees are provided in the Development Fee Schedule.
2. Plan review fees are provided in the Development Fee Schedule.
3. Failure to obtain a grading permit is a class one infraction under [SMC 1.05.150](#).

G. Sign Permits.

1. Permit fees are provided in the Development Fee Schedule.
2. Plan review fees are provided in the Development Fee Schedule.

H. Factory-built Housing.

1. The installation fee for factory-built housing is provided in the Development Fee Schedule.
2. A foundation or basement requires a separate building permit.
3. Decks, carports and garages require a separate building permit.
4. The development services review fee is provided in the Development Fee Schedule.

I. Manufactured (Mobile) Home.

1. The installation fee for a manufactured (mobile) home is provided in the Development Fee Schedule.
2. A basement requires a separate building permit.
3. Decks, carports and garages require a separate building permit.
4. The development services review fee is provided in the Development Fee Schedule.

J. Temporary Structures.

1. Permit fees are provided in the Development Fee Schedule.
2. Review fees are provided in the Development Fee Schedule.
3. No third session will be permitted.

K. Relocation.

~~((1. Inspection fees for bond determination are provided in the Development Fee Schedule.~~

~~2. Review))~~ 1. Relocation determination fees are provided in the Development Fee Schedule.

~~((3.))~~ 2. Any repairs or alterations required for relocation are handled by various building permits and the fees for such building permits are in addition to the relocation permit fee.

L. Early Start and Fast Track Approval.

The fee for an early start or fast track building permit approval is twenty-five percent of the building permit fee rounded to the next whole dollar amount and is in addition to all other applicable fees.

M. Certificate of Occupancy.

1. There is no separate fee for the issuance of a certificate of occupancy following final inspection of a permit; otherwise, the minimum fee for a building permit and certificate of occupancy is provided in the Development Fee Schedule plus a processing fee.
2. The fees for the issuance of a certificate of occupancy not resulting from work done under permit are as provided in [SMC 8.02.060](#).
3. The building official will assess a fee not to exceed one hundred percent of the building permit fee for the issuance or extension of any temporary certificate of occupancy. ~~((The minimum fee))~~ Temporary certificate of occupancy issuance and extension fees will be the lesser of:
 - a. ~~the fee amounts provided in the Development Fee Schedule ((five-hundred and twenty dollars))~~ plus a processing fee ~~((when the building permit fee exceeds this amount))~~;
 - b. ~~((equal to the))~~ an amount equal to ~~((of))~~ the building permit fee plus a processing fee ~~((when the building permit fee is less than five-hundred and twenty dollars))~~.

N. Swimming Pools.

1. Permit fees are provided in the Development Fee Schedule.

2. Review fees are provided in the Development Fee Schedule.
3. Mechanical, electrical and fence permits are additional.

O. Parking Lot and Site Work Permits.

The fee for a site work permit is charged in accordance with the fee table in subsection (A) of this section.

P. Reinspections.

Reinspection fees are provided in the Development Fee Schedule.

Q. Inspections Outside Normal Inspector Working Hours.

Fees for inspections outside normal inspector working hours are provided in the Development Fee Schedule.

R. Work Done Without a Permit/Investigation Fees.

Where work has commenced without first obtaining the required permit(s), a work without permit fee equivalent to the greater of:

1. twice the inspection fee, or
2. the permit fee plus three hundred dollars, must be paid prior to the issuance of the permit(s).

S. Safety Inspections.

1. Safety inspection fees are provided in the Development Fee Schedule.

T. Recording Fee Use of Public Right-of-way and Large Accessory Building Agreement.

The property owner shall be charged a pass-through fee equal to the amount assessed by Spokane County when erecting a fence, retaining wall or other structure in a public right-of-way. This is a recording fee for the acknowledged agreement whereby the property owner covenants to remove the encroachment upon notice by the City. An additional processing fee is required when a permit is not issued in conjunction with the recording. Processing fees are provided in the Development Fee Schedule.

U. Expired Permits ~~((Over Six Months))~~.

1. Building Permits.

- a. No inspections have been made: Permits require full resubmittal, and if a commercial project, plan review. Original valuation shall be contained in description of new permit.
- b. Footings and foundations only have been inspected and approved: Minimum of seventy-five percent of the original assessed permit fee plus new processing fees. Original valuation shall be contained in description of new permit.
- c. All rough-in inspections approved: Minimum of twenty-five percent of original permit fee plus new processing fees. Original valuation shall be contained in description of new permit.
- d. Additional work done not on original permit: New valuation shall be calculated based upon either square footage if new construction, or valuation if remodel.

2. Plumbing Permits.

- a. No inspections: A full new permit for all fixtures is required.
- b. Partial inspections approved: If water tests, top outs and ground plumbing have been approved, then twenty-five percent of the original itemized permit fees plus new processing fee.

3. Mechanical Permits.

- a. No inspections: A full new permit is required.
- b. Partial inspections: If all rough-in inspections and air tests have been approved, then twenty-five percent of the original permit fee plus new processing fee.

4. Electrical Permit.

- a. No inspections: A full new permit is required.
- b. Partial inspections: If all rough-in inspections and service inspections have been approved, then twenty-five percent of the original fees plus new processing fee.

V. Processing Fee.

In addition to all of the fees identified in [SMC 8.02.031](#), the processing fee for each permit is as provided in the Development Fee Schedule, unless specifically stated otherwise.

W. Solar Permits.

1. Solar permit fees are provided in the Development Fee Schedule.
2. Additional electrical fees are as provided in [SMC 08.02.032](#).

Section 2. That SMC section 08.02.039 is amended to read as follows:

08.02.039 Special Inspections and Other Fees

- A. The fee for re-inspection as provided in the adopted codes, to be billed to each permittee, is provided in the Development Fee Schedule.
- B. The fee for inspection by any building services department personnel outside normal working hours is provided in the Development Fee Schedule. A minimum of two hours is payable at the time the request is made.
- C. The fee for investigation of work done without a permit is provided in the Development Fee Schedule.
- D. The minimum fee for any permit or inspection not otherwise provided for is provided in the Development Fee Schedule.
- E. Refund of Fees.
 1. All requests for refunds must be in writing to the building official.
 - a. **Refundable amounts of less than \$30 are not eligible for reimbursement.**
 2. Refunds of permit and inspection fees will be granted only if the:
 - a. work described on the permit was not done and no inspections or site visits were made, or
 - b. permit was a duplicate of an already issued permit **in error**, or
 - c. permit was issued in error by the department.
 3. The following fees are not refundable:
 - a. Plan review fees **once any plan review work has begun.**
 - b. Application fees, to include processing fees and the ((state building code fee.
- F. The processing fee for each **((printed))** permit is provided in the Development Fee Schedule.
- G. The fee for doing research of files and codes or preparing reports is provided in the Development Fee Schedule with a one-hour minimum, plus actual copying or printing expense.
- H. The fee to recommence suspended or abandoned work under an extended permit is provided in SMC 08.02.031(U).

Section 3: 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.

PASSED by the City Council on _____

Council President

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

Mayor

Date

Effective Date

Historic Preservation Fee Schedule 2025

<u>Spokane Register of Historic Places Nomination Fees:</u>	
Residential Property:	\$50.00
Commercial Property:	\$100.00
All nominated properties must also pay the Auditor's Filing Fee	County Determined Fee
<u>Special Valuation Tax Incentive Fees:</u>	
Residential Property:	\$150.00
Commercial Property (based on cost of rehab):	
Less than \$1M	\$350.00
\$1M to \$5M	\$1,000.00
Over \$5M	\$1,500.00
All properties receiving Special Valuation must also pay the Auditor's Filing Fee	County Determined Fee
<u>Design Review of Historic Properties</u>	
<i>Spokane Register of Historic Places Individually Listed:</i>	
Residential - Administrative	\$75.00
Residential - Full Landmarks Commission	\$250.00
Commercial - Administrative	\$175.00
Commercial - Full Landmarks (based on project cost)	
Project cost:	
\$0-99,999	\$250.00
\$100,000 - \$499,999	\$500.00
\$500,000 - \$999,999	\$1,000.00
\$1,000,000 - \$2,000,000	\$2,000.00
Over \$2,000,000	\$3000 max
<i>Spokane Register of Historic Places District Property:</i>	
District Property - Administrative	\$75.00
District Property - Full Landmarks Commission	\$250.00
Retroactive Design Review for work done without a Certificate of Appropriateness	\$250.00
(((Retroactive Design Review (work done without a Certificate of Appropriateness):	
Residential	\$250.00
Commercial	\$250.00
<u>Demolition Review Fees</u> (((to determine historically eligible properties (SMC 17D.100.230)) or those listed on the Spokane Register or within a Spokane Register Historic District)):	
((under)) Up to 4000 sq feet:	\$150.00
4001-10,000 sq feet:	\$250.00
10,001-25,000 sq feet:	\$500.00
Over 25,000 0((4)) sq feet:	\$1,000.00

HP Deconstruction Fee - For properties that must be deconstructed according to SMC 15.06, ((HP)) this fee will be capped at \$1500 total including the above fees	\$1500 total in combination with fees above
<u>Historic Plaque Purchase:</u>	\$250.00

Development Fee Schedule 2025

Automatic Annual Adjustment

Effective January 1, 2026, and the first January of each year thereafter, the development fees shall be adjusted by the City of Spokane Building Official for an amount equal to the Consumer Price Index for West Urban Consumers (CPI) adjustment for the previous July-to-July U.S. All City Average (CPI-U and CPI-W). The adjusted fees shall include an upper limit based on the average CPI rate over the past three years. The newly determined amount shall be rounded up to the nearest dollar and shall not exceed the calculated upper limit "average percentage". In addition, the adjusted fees shall be presented to the city council for approval and a copy of the approved fees filed with the city clerk and city building official before becoming effective. No other fee schedules shall be affected by such automatic adjustments unless expressly noted.

Building permit fees shall not be included in the annual automatic adjustment because updates occur semi-annually through the International Code Council (ICC) published updates.

All hourly and other variable fees are based on the designated metric or fraction thereof.

<u>Development Fee Schedule</u>	<u>Fee Amount</u>
Shared Fees	
Processing/ Application Fee (except as otherwise identified)	\$65.00
Technology Fee	2.5%
Development Services Review Fee	\$115.00
Re-Inspection Fee	\$150.00
Work Beyond Scope of Permit	\$150.00
Work Done Without Permit/Investigative Fees - Greater Of:	2x the Inspection Fee(s) or \$300
Inspection Outside Normal Working Hours (2-hr minimum)	\$115 per hour
Additional, Excessive, Phased Reviews	50% Original Review Fee
Additional, Excessive, Phased Inspections	\$105.00
Trade Review (2-hr minimum)	\$115 per hour
Refund Administration Fee - Plan Review and Processing/ Application Fees are non-refundable, no refunds of less than \$30 unless City error.	N/A
State Building Code Fee	State Determined Fee
Permit or Application Extension Fee	\$45.00
Recording Fee	County Determined Fee
((Technology Fee	2.5%))
State Environmental Policy Act (SEPA)	
SEPA Environmental Checklist Initial Review	\$500.00
Threshold Determination of MDNS	\$325.00
Threshold Determination Resulting in Declaration of Significance	Actual Cost
Threshold Determination Resulting in Declaration of Significance - Deposit	\$3,250.00
Public Notice	Actual Cost
Environmental Document Reproduction	Actual Cost

Appeal Fees	
Appeal of Administrative Decision to Hearing Examiner	\$350.00
Exception: Junk Vehicle Determination Appeal	\$200.00
Appeal of Hearing Examiner Decision to City Council	\$700.00
Appeal Preparation Fee	Actual Cost
((Appeal Filing Fee (except as otherwise provided))) Request for Reconsideration	\$250.00
Blasting Licenses and Permits	
Blaster's License	\$55.00
Blasting Permit	\$275.00
Blasting Transportation Permit	\$65.00
Boiler and Gas Heating Mechanic License Fees	
((Boiler Exam)) License Application and Examination Fee	\$110.00
((Fireman Boiler License)) Annual License Fee	\$55.00
((3rd Class Engineer	\$55.00
2nd Class Engineer	\$55.00
1st Class Engineer	\$55.00
Boiler License)) Annual Inspector License Fee	\$55.00
((Gas Heating Mechanic Fees	
Gas Heating Mechanic Exam Fee	\$110.00
Gas Heating Mechanic I	\$55.00
Gas Heating Mechanic II	\$55.00
Apprentice Heating Mechanic	\$55.00
Oil Burner Servicer/Installer	\$55.00
Oil, Gas I, or Gas II Inspector	\$55.00
Boiler Installation Inspection Fees	
Low Pressure & Hot Water Boiler < 500,000 BTUs	\$157.00 ((\$175.00))
LP & HWB 500,000 to < 2,000,000 BTUs	\$265.00 ((\$300.00))
LP & HWB 2,000,000 BTUs and greater	\$425.00 ((\$450.00))
Power Boilers < 1,000,000 BTUs	\$425.00 ((\$450.00))
Power Boilers from 1,000,000 to < 5,000,000 BTUs	\$850.00
Power Boilers 5,000,000 BTUs and greater - Base	\$850.00
Power Boilers 5,000,000 BTUs and greater - Additional Charge per million BTUs	\$25.00
Electric Boiler < 250 kw	\$250.00
Unfired Pressure Vessel	\$80.00 ((\$95.00))
Boiler Operating Permit & Accessory Fees	
Boilers - Base City Inspected Operating Permit Fee	\$85.00 ((\$98.00))
Boilers - per Vessel	\$35.00
Hydrostatic Pressure Test	\$145.00
Repair Inspections - Hourly	\$115.00
Building Permit Fees	

\$1 - \$2,000 Job Value Fee - Base	\$73.00
\$2,001 - \$25,000 Job Value Fee - Base	\$73.00
\$2,001 - \$25,000 Job Value Fee - Variable per \$1000 over \$2000	\$13.00
\$25,001 - \$50,000 Job Value Fee - Base	\$372.00
\$25,001 - \$50,000 Job Value Fee - Variable per \$1000 over \$25,000	\$10.00
\$50,001 - \$100,000 Job Value Fee - Base	\$622.00
\$50,001 - \$100,000 Job Value Fee - Variable per \$1000 over \$50,000	\$7.00
\$100,001 - \$500,000 Job Value Fee - Base	\$972.00
\$100,001 - \$500,000 Job Value Fee - Variable per \$1000 over \$100,000	\$5.00
\$500,001 - \$1,000,000 Job Value Fee - Base	\$2,972.00
\$500,001 - \$1,000,000 Job Value Fee - Variable per \$1000 over \$500,000	\$4.00
Over \$1,000,000 Job Value Fee - Base	\$4,972.00
Over \$1,000,000 Job Value Fee - Variable per \$1000 over \$1,000,000	\$3.00
Plan Review for Commercial & Multi-Family over 2 units	65% of Job Value Fee
Fast Track Plan Review Fee	125% of Job Value Fee
Early Start and Fast Track Approval	25% Additional fee
Stock Plan Review Fee	25% of Job Value Fee
Reduced Plan Review Fee	25% of Job Value Fee
*Applications for successive identical buildings on a single site submitted simultaneously are eligible for the Reduced Plan Review Fee. In these instances, the full plan review fee applies to the first of the duplicate buildings.	
Plan Review for New Single-Family Residences (SFR), Accessory Dwelling Units, & Duplexes	50% of Job Value Fee
Plan Review for SFR & Duplex Accessory Structures & Additions	25% of Job Value Fee
Revision Review Fee - Hourly	\$115 per hour
Plan Review for SFR & Duplex Accessory Structure Remodels	25% of Job Value Fee
Demolition of SFR or Duplex	\$45.00
Demolition of Other Structures - Per 1,000 Sq Ft - [maximum fee ((MAXIMUM FEE)) \$450]	\$45.00
Demolition of Residential Accessory Structures - (i.e. -garages, pools)	\$35.00
*Additional fees may be required for historically eligible or listed properties in accordance with Historic Preservation's Fee Schedule	
Fence Permit Fee per 100 linear feet or fraction thereof	\$20.00
Grading Permit Fee for 10,000 cubic yards or less ((of Grading or Fill - Base))	\$145.00
((10,000 cubic yards or more of Grading or Fill - Base	(((\$145.00))
10,000 cubic yards or more of Grading or Fill - Variable over 10,000))	\$30.00
Grading Permit Fee for each additional 10,000 cubic yards or fraction thereof	
Grading Plan Review for 1,000 cubic yards or less	\$75.00
Grading Plan Review for 1,001 - 100,000 cubic yards ((-Base))	\$190.00
Grading Plan Review for each 10,000 cubic yards over 100,000 ((-Variable over 100,000))	\$10.00
Sign Permit Fee for Wall, Projecting, and Incidental Signs ((Permit Fee)) - Per Sign	\$47.00
Sign Permit Fee for Pole and Billboard ((, and Off-Premises Sign Permit Fee)) - Per Sign	\$117.00
Sign Review Fee	\$115.00
Factory Built Housing - Per Section	\$75.00

Manufactured (Mobile) Home - Per Section	\$75.00
Temporary Structures - 1st 180 days	\$250.00
Temporary Structures - 2nd 180 days	\$550.00
Relocation Determination Fee	\$75.00
Swimming Pool Permit Fee (when accessory to SFR or Duplex)	\$95.00
Swimming Pool Permit Fee (for all others)	\$215.00
Adult Family Home Inspection	\$245.00
Family Home Child Care Capacity Inspection	\$245.00
Safety Inspection - Commercial Building - Per hour (2-hr minimum)	\$115 ((\$114)) per hour
Safety Inspection - SFR, Electrical Only	\$95.00
Safety Inspection - SFR, 2 or more categories	\$190.00
Safety Inspection - Duplex	\$245.00
Safety Inspection - Multi-Family 3 to 6 units	\$315.00
Safety Inspection - Multi-Family over 6 units - Base	\$315.00
Safety Inspection - Multi-Family over 6 units – Variable per unit over 6	\$35.00
Electrical Service Reconnect - Residence	\$40.00((\$50.00))
Electrical Service Reconnect - Commercial	\$95.00((\$110.00))
Expired Building Permit Renewal when No Inspections	100% of Permit Fee
Expired Building Permit Renewal when Foundation Approved	75% of Permit Fee
Expired Building Permit Renewal when All Rough-ins Approved	25% of Permit Fee
Expired Building Permit Renewal with Additional Work	Job Value Fee
Expired Plumbing Permit Renewal when No Inspections	100% of Permit Fee
Expired Plumbing Permit Renewal when Top Outs Approved	25% of Permit Fee
Expired Mechanical Permit Renewal when No Inspections	100% of Permit Fee
Expired Mechanical Permit Renewal when Rough-Ins Approved	25% of Permit Fee
Expired Electrical Permit Renewal when No Inspections	100% of Permit Fee
Expired Electrical Permit Renewal when Rough-Ins/Service Approved	25% of Permit Fee
<u>Certificate of Occupancy Fees</u>	
For Change of Occupancy when no work is required	\$90.00
Temporary Certificate of Occupancy Issuance (not to exceed 100% of the building permit fee)	\$500.00
Temporary Certificate of Occupancy Extension (not to exceed 100% of the building permit fee)	\$250.00
<u>Solar Fees</u>	
SFR-Duplex Solar Plan Review Fee (DSC)	\$75.00
SFR-Duplex Solar Inspection Fee (DSC)	\$150.00
MFCOM Solar Plan Review Fee (DSC)	65% of Job Value Fee
MFCOM Solar Inspection Fee (DSC)	Job Value Based
Electrical fees assessed as applicable to the scope of work	See Electrical Fees
Fire Review and Inspection Fees assessed in accordance with the Fire Codes	See Fire Code
<u>Electrical Permit Fees</u>	
New Square Footage up to 5000 sq ft - Variable per 100 sq ft	\$5.00
New Square Footage over 5,000 sq ft - Base	\$250.00
New Square Footage over 5,000 sq ft - Variable per 100 sq. ft.	\$3.00

Alterations/Wiring of Existing Space (per circuit)	\$7.00
Light Standard	\$10.00
Service, 1-200 Amps	\$50.00
Service, 201-400 Amps	\$62.00
Service, 401-600 Amps	\$75.00
Service, 601-800 Amps	\$87.00
Service, 801-1,000 Amps	\$100.00
Service, Over 1,000 Amps - Base	\$100.00
Service, Over 1,000 Amps - Variable per 100 Amps over 1,000 Amps	\$7.00
Service, Over 600V, Surcharge	\$60.00
Alarms, Telecommunications, and Control Circuits other low-voltage systems (per 2,500 sq. ft.)	\$15.00
Temporary Service ((and Load Test))	\$45.00
Transformer - Base	\$40.00
Transformer - Variable per 200 Amps or fraction thereof	\$12.00
Generator (emergency, standby, and resource recovery) - Base	\$40.00
Generator (emergency, standby, and resource recovery) - Variable per 200 Amps or fraction thereof	\$12.00
Note: Generators of 50 kW or less are considered equivalent to a 200 Amp service	NA
Feeder or Subpanel	\$20.00
Ground Work-Ground Ufer	\$30.00
Extensive Ground Work	\$105.00
Annual Electrical Permit, 12 Inspections/1 - 3 Electricians	\$2,300.00
Annual Electrical Permit, 24 Inspections/4 - 6 Electricians	\$4,600.00
Annual Electrical Permit, 36 Inspections/7 - 12 Electricians	\$6,900.00
Annual Electrical Permit, 52 Inspections/13+ Electricians	\$8,200.00
((Electrical Permit)) Load Test	\$45.00
Energy Storage Systems	\$50.00
<u>Elevator Permit Fees</u>	
Install: Elevator, Escalator, or Moving Walk \$5,000 Value or Less	\$250.00
Install: Elevator, Escalator, or Moving Walk Install > \$5,000 Value - Base	\$250.00
Install: Elevator, Escalator, or Moving Walk Install > \$5,000 Value – Variable per \$1,000 in valuation over \$5,000	\$4.00
Install: Stair Climber or Platform ((Plan-Form)) Lift	\$88.00
Install: Dumbwaiter or Material Lift	\$177.00
Install: Temporary Personnel Hoist (Construction Lift)	\$350.00
Operating Permit: Hydraulic Elevator - Annual, Base	\$177.00
Operating Permit: Hydraulic Elevator - Annual, Variable per stop over two	\$22.00
Operating Permit: Cable Elevator - Annual, Base	\$353.00
Operating Permit: Cable Elevator - Annual, Variable per stop over two	\$22.00
Operating Permit: Escalator or Moving Walk	\$353.00
Operating Permit: Dumbwaiter, Platform/Material Lift, or Stair Climber	\$88.00
Alteration or Repair: \$5,000 Value or Less	\$250.00
Alteration or Repair: > \$5,000 Value - Base	\$250.00
Alteration or Repair: > \$5,000 Value – Variable for each \$1,000 over \$5,000	\$4.00
Elevator Reinspection: Hourly	\$115.00

Uncorrected Deficiencies (assessed at 90, 120, and 150 days)	\$177.00
Document Replacement Fee	\$65.00
Temp Hoist: Semi-Annual or Jump Inspection	\$177.00
Temp Hoist: Semi-Annual Operating Permit	\$177.00
Temporary Operating Permit Fee - Base	\$115.00
Temporary Operating Permit Fee – Variable per stop over two	\$15.00
Plan Review for Installs and Major Alterations	\$115.00
Variance Request w/ Site Visit - Base	\$177.00
Variance Request w/ Site Visit - Variable	\$88.00
Variance Request via Desk Evaluation (w/o site visit)	\$88.00
Technical Advice Site Visit Fee - Base	\$177.00
Technical Advice Site Visit Fee – Variable per hour more than two	\$88.00
Decommissioning Conveyance Fee	\$177.00
Re-Commissioning Conveyance Fee - Base	\$177.00
Re-Commissioning Conveyance Fee – Variable per hour more than two	\$88.00
Operating a Conveyance w/o Permit: 30 Day Penalty Fee	\$164.00
<i>Conveyances in operation without a permit more than 120 days may be removed from service by the inspector</i>	
<u>Mechanical Permit Fees</u>	
Air Handler (per 10,000 cfm or fraction of)	\$17.00
Clothes Dryer (Gas)	\$15.00
Ductwork System	\$15.00
Evaporative Cooler	\$15.00
Gas Log	\$15.00
Gas Piping: per outlet	\$4.00
((Gas)) Water Heater	\$15.00
Hot Water Tank Heat Pump	\$15.00
Heat Pump, Compressor , or A/C: less than 15 tons	\$23.00
Heat Pump, Compressor , or A/C: 15 to 50 tons	\$45.00
Heat Pump, Compressor , or A/C: Over 50 tons	\$75.00
Heating Equipment: 1 to 100,000 BTUs or 32 kW	\$17.00
Heating Equipment: More than 100,000 BTUs or 32 kW	\$25.00
Hood: Type I (per 12 ft or 12 ft portion of hood)	\$70.00
Hood: Type II	\$15.00
Hydronic Piping: per outlet	\$4.00
Miscellaneous (items not covered elsewhere)	\$15.00
Propane Tanks	\$15.00
Range/ Cooking Equipment (Gas)	\$15.00
Refrigeration or Absorption ((Unit)) System : 1 - 500,000 BTUs	\$25.00
Refrigeration or Absorption ((Unit)) System : 500,00 ((0))1 - 1,750,000 BTUs	\$45.00
Refrigeration or Absorption ((Unit)) System : Over 1,750,000 BTUs	\$75.00
Unlisted ((Gas)) or Unused Appliance: Up to 400,000 BTUs	\$75.00
Unlisted ((Gas)) or Unused Appliance: Over 400,000 BTUs	\$125.00
((Used Appliance: Up to 400,000 BTUs	\$75.00
Used Appliance: Over 400,000 BTUs	\$125.00))
Vent Fans	\$10.00 (((\$15.00))

Wood/Pellet Stove or Insert	\$40.00
Electrical Disconnects/Reconnects for HVAC replacements and thermostat wiring are assessed at the "Alterations... per circuit" rate found within the Electrical Permit Fees.	
Plumbing Permit Fees	
Per Plumbing Fixture on a trap	\$13.00
*** Includes, but is not limited to, installs, relocations, replacements, and rough-ins of backflow devices, dishwashers, garbage disposals, drains, showers, sinks, toilets, tubs, water softeners, etc.	
((Bar Sink	\$15.00
Bathtub	\$15.00
Clothes Washer	\$15.00
Dishwasher	\$15.00
Drinking Fountain	\$15.00
Floor Drain	\$15.00
Floor Sink	\$15.00
Garbage Disposal	\$15.00
Kitchen Sink	\$15.00
Lawn Sprinkler (with 1 backflow device)	\$15.00))
Medical Gas Outlet	\$13.00 ((\$15.00))
((Miscellaneous (items not covered elsewhere)	\$15.00))
Sewage Ejector	\$13.00 ((\$15.00))
((Shower	\$15.00
Sink	\$15.00
Toilet	\$15.00
Urinal	\$15.00
Utility Sink	\$15.00))
Vacuum Breaker/Backflow Device	\$13.00 ((\$15.00))
((Water Softener	\$15.00))
Miscellaneous (plumbing not covered elsewhere)	\$13.00
Water Heaters are covered within Mechanical Permit Fees	
Code Enforcement: Existing Building and Conservation Code Fees	
General: Bill equal to all costs and expenses incurred by City	Cost Incurred
Boarding and Securing	Cost Incurred
Property Monitoring	\$300.00
Annual Hearing Processing Fee - First Year	\$2,000.00
Annual Hearing Processing Fee - Each Subsequent Year	\$5,000.00
Code Enforcement: Obstruction From Vegetation and Debris Fees	
Vegetation and Debris Abatement	Cost Incurred
Vegetation and Debris Abatement Surcharge	\$250.00
Code Enforcement: Existing Building and Conservation Code Fees	
Annual Foreclosure Property Registration Fee	\$350.00
Sidewalk Café Fees	

Sidewalk Café Annual Fee	\$150.00
Site Modification Review Fee	\$275.00
Initial Review Fee	\$300.00
<u>Parklets and Streeteries</u>	
Annual License Fee	\$150.00
Site Modification Review Fee	\$275.00 ((\$300.00))
Initial Review Fee	\$300.00
Refundable Cash Bond	\$1,000.00
2-hour zone per square foot per month	\$3.04
4-hour and all-day zones per square foot per month	\$2.05
Time-restricted fee parking	\$1.05
((Devise)) Device Removal and Replacement Fee - Single Space Meter	\$60.00
((Devise)) Device Removal and Replacement Fee - Dual Space Meter	\$120.00
((Devise)) Device Removal and Replacement Fee - Kiosk	\$500.00
<u>Streets and Airspace Fees</u>	
Skywalk Application to Hearing Examiner	\$7,160.00
Skywalk Annual Inspection	\$588.00
Skywalk Renewal (within 20 years of permit issuance)	\$2,290.00
Street Address Assignment	\$15.00
Street Address Change	\$61.00
ROW Obstruction: Dumpster or Temp Storage Unit (Pod) <u>per 15-day period</u>	\$150.00
ROW Obstruction: Long-term (more than 20 days) <u>per square foot per month</u>	\$0.20
ROW Obstruction: With Excavation 1-3 Days	\$150.00
ROW Obstruction: With Excavation Each Additional Day	\$25.00
ROW Obstruction: No Excavation 1-3 Days	\$40.00
ROW Obstruction: No Excavation Each Additional Day	\$20.00
Master Annual Permit	Expense based
Obstruction W/O Permit or Exempt Notification	\$500.00
Work Beyond Scope of Permit	\$250.00
No Fee for Activities Done Under City Contract	\$0.00
Traffic Control Plan Review Fee	\$78.00
Building Move Permit	\$172.00
Road Oiling (and other dust palliatives)	\$156.00
Street Vacation Application Fee	\$623.00
Approach Permit: Commercial	\$52.00
Approach Permit: Residential Driveway	\$31.00
IT Plan Review for Fiber Projects	\$95 per hour
<u>House Move Rescheduling Fee – This is an additional processing fee assessed for house moves that are rescheduled after arrangements for staff had already been made.</u>	<u>\$65.00</u>
<u>Oversize or Overweight Movements</u>	
Oversize Load - Per 30 Days or fraction of	\$78.00
Overweight Load (on specified route) - Per 30 Days or fraction of	\$117.00

Superload - Per Trip	\$117.00
((Private Construction Plan Review and Inspection))	
((Engineering) Private Construction Plan Review Fee Table:	
\$1 - \$10,000 Job Value Fee	\$300.00
\$10,001 - \$50,000 Job Value Fee - Base	\$300.00
\$10,001 - \$50,000 Job Value Fee - Variable for each \$1,000 over \$10,000	\$15.00
\$50,001 - \$100,000 Job Value Fee - Base	\$900.00
\$50,001 - \$100,000 Job Value Fee - Variable for each \$1,000 over \$50,000	\$13.00
\$100,001 - \$500,000 Job Value Fee - Base	\$1,550.00
\$100,001 - \$500,000 Job Value Fee - Variable for each \$1,000 over \$100,000	\$10.50
\$500,001 - \$1,000,000 Job Value Fee - Base	\$5,750.00
\$500,001 - \$1,000,000 Job Value Fee - Variable for each \$1,000 over \$500,000	\$9.50
Over \$1,000,000 Job Value Fee - Base	\$10,500.00
Over \$1,000,000 Job Value Fee - Variable for each \$1,000 over \$1,000,000	\$8.75
Additional Review (for excessive plan changes)	\$115 per hour
On-Site Water Systems Review Fee - outside City limits or no bldg permit	\$250.00
On-Site Sanitary Sewer Systems Review - outside City limits or no bldg permit	\$250.00
Standard (Simple) Stormwater Systems Review: Under 10 lots - Base	\$400.00
Standard (Simple) Stormwater Systems Review: Under 10 lots - Variable per lot	\$10.00
Standard (Simple) Stormwater Systems Review: 10 - 100 lots - Base	\$500.00
Standard (Simple) Stormwater Systems Review: 10 - 100 lots - Variable per lot	\$10.00
Standard (Simple) Stormwater Systems Review: Over 100 lots - Base	\$700.00
Standard (Simple) Stormwater Systems Review: Over 100 lots - Variable per lot	\$10.00
Stormwater Review Fee Up to 2 acres - outside City limits or no bldg permit	\$250.00
Stormwater Review Fee Over 2 acres - outside City limits or no bldg permit	\$500.00
Complex Stormwater Systems Review: Under 10 lots - Base	\$500.00
Complex Stormwater Systems Review: Under 10 lots - Variable per lot	\$10.00
Complex Stormwater Systems Review: 10 - 100 lots - Base	\$750.00
Complex Stormwater Systems Review: 10 - 100 lots - Variable per lot	\$15.00
Complex Stormwater Systems Review: Over 100 lots - Base	\$1,000.00
Complex Stormwater Systems Review: Over 100 lots - Variable per lot	\$15.00
Stormwater Review Fee Up to 2 acres - outside City limits or no bldg permit	\$500.00
Stormwater Review Fee Over 2 acres - outside City limits or no bldg permit	\$1,000.00
Storm Sewer Review - in accordance with subsection (A) above.	No Charge
Waiver or Variance Review	\$115.00
Site Development Plan Review	\$250.00
Traffic Impact Analysis Review Fee	\$200.00
Hydraulic Analysis Review Fee	\$580.00
((Engineering) Private Construction Inspection Fee Table:	
\$1 - \$5,000 Job Value Fee	\$500.00
\$5,001 - \$10,000 Job Value Fee	\$1,000.00

\$10,001 - \$50,000 Job Value Fee - Base	\$1,000.00
\$10,001 - \$50,000 Job Value Fee - Variable for each \$1,000 over \$10,000	\$25.00
\$50,001 - \$100,000 Job Value Fee - Base	\$2,000.00
\$50,001 - \$100,000 Job Value Fee - Variable for each \$1,000 over \$50,000	\$20.00
\$100,001 - \$500,000 Job Value Fee - Base	\$3,000.00
\$100,001 - \$500,000 Job Value Fee - Variable for each \$1,000 over \$100,000	\$15.00
\$500,001 - \$1,000,000 Job Value Fee - Base	\$9,000.00
\$500,001 - \$1,000,000 Job Value Fee - Variable for each \$1,000 over \$500,000	\$10.00
Over \$1,000,000 Job Value Fee - Base	\$14,000.00
Over \$1,000,000 Job Value Fee - Variable for each \$1,000 over \$1,000,000	\$5.00
Non-Typical, Specialty Project Inspection	\$115.00
Non-Typical, Specialty Project Overtime Inspection	1.5x the Inspection Fee(s)
Non-Typical, Specialty Project Survey Crew Inspection	\$115.00
Non-Typical, Specialty Project Survey Crew Overtime Inspection	1.5x the Inspection Fee(s)
<u>Multi-Family Housing Property Tax Incentive Program</u>	
Multi-Family Tax Exemption (MFTE) Application	\$1,000.00
MFTE Extension Application	\$1,000.00
MFTE Final Certificate	\$2,000.00
MFTE Final Certificate Conversion from 12 to 8 year	\$500.00
<u>Shorelines Management</u>	
\$2,500 - \$10,000 Project Value Fee	\$1,200.00
\$10,001 - \$50,000 Project Value Fee	\$1,600.00
\$50,001 - \$250,000 Project Value Fee	\$3,000.00
\$250,001 - \$1,000,000 Project Value Fee	\$5,800.00
Over \$1,000,000 Project Value Fee - Base	\$7,000.00
Over \$1,000,000 Project Value Fee - Variable	0.1% of project valuation
Variance Fee	\$2,300.00
Conditional Use Fee	\$2,000.00
Pre-Submittal Review	\$600.00
Shoreline Exemption Fee	\$600.00
Permit Amendment Fee	80% of fee in this schedule
<u>Plats</u>	
Long Plat: One-Year Extension of Preliminary Approval	\$500.00
Long Plat: Phasing of Approved Preliminary Plat	\$600.00
Long Plat: Vacation	\$800.00
Final Long Plat - Base	\$3,305.00
Final Long Plat - Additional fee per lot	\$30.00
Long Plat: Alteration of Approved Preliminary or Final Long Plat	80% of fee in this schedule
Short Plat: One-Year Extension One-Year Extension of Preliminary Approval	\$500.00

Short Plat: Phasing of Approved Preliminary Plat	\$600.00
Short Plat: Vacation	\$800.00
Final Short Plat Filing Fee	\$2,271.00
Final Short Plat Filing Fee - Additional fee per lot	\$30.00
Final Short Plat Filing Fee with Minor Engineering Review	\$350.00
Final Short Plat Filing Fee with Minor Engineering Review - Additional fee per lot	\$30.00
Short Plat: Alteration of Approved Preliminary or Final Short Plat	80% of fee in this schedule
Binding Site Plan: One-Year Extension of Preliminary Approval	\$500.00
Final Binding Site Plan	\$2,970.00
Final Binding Site Plan - fee per additional acre	\$30.00
Binding Site Plan: Alteration of Approved Preliminary or Final	80% of fee in this schedule
Boundary Line Adjustment Filing Fee	\$370.00
Street Name Change	\$2,500.00
Public Hearing for Other Matters	\$1,895.00
Use of Planning Staff Not Covered by Plat Fees	\$115.00
Concurrency Inquiry Application	\$200.00
<u>Zoning</u>	
Staff Preparation of Notification Map and Associated Documents	\$207.00
Type I Application	\$1,085.00
Type II Application	\$4,325.00
Type II Application - per additional acre	\$60.00
Type II Application with Minor Engineering Review	\$1,085.00
Type III Application	\$4,590.00
Type III Application - per additional acre	\$215.00
Site Plan Review and/or Modification	\$815.00
Site Plan Review and/or Modification - per additional 10 acres	\$550.00
Planned Unit Development (PUD) Bonus Density	\$880.00
Final PUD	\$3,295.00
Temporary Use Permit	\$675.00
Floodplain Development Permit	\$1,139.00
Floodplain Development Permit -per additional acre	\$55.00
Formal Written Interpretation of Zoning Code	\$727.00
Public Hearing for Other Matters	\$1,895.00
Use of Planning Staff Not Covered by Above Fees - Hourly	\$115.00
Zoning Verification Letter	\$115.00
<u>Design Review</u>	
Design Review by Urban Design Staff	\$600.00
Design Review by Design Review Board	\$1,275.00
<u>Comprehensive Plan and Land Use Code Amendments</u>	
Threshold Review Fee	\$500.00
Comp Plan, Map, Text, or other Land Use Code Amendment - Base	\$7,000.00
Comp Plan, Map, Text, or other Land Use Code Amendment - Variable per additional 10 acres	\$1,075.00

Use of Planning Staff Not Covered by Above Fees	\$115.00
Formal Written Interpretation of Comp Plan	\$1,075.00
<u>Short Term Rental License Fee</u>	
Registration for STR - Residential Zone - Application	\$200.00
Registration for STR - Residential Zone - Renewal	\$100.00
Registration for STR - Other Zone - Application	\$300.00
Registration for STR - Other Zone - Renewal	\$150.00 ((\$100.00))

**Agenda Sheet for City Council:****Committee:** Urban Experience **Date:** 03/10/2025**Committee Agenda type:** Discussion**Date Rec'd**

2/27/2025

Clerk's File #

RES 2025-0021

Cross Ref #

ORD C36658

Project #**Council Meeting Date:** 03/31/2025**Submitting Dept**

DEVELOPMENT SERVICES CENTER

Bid #**Contact Name/Phone**

ELDON BROWN 6305

Requisition #**Contact E-Mail**

EBROWN@SPOKANECITY.ORG

Agenda Item Type

Resolutions

Council Sponsor(s)

JBINGLE KKLITZKE

Sponsoring at Administrators Request

NO

Lease? NO**Grant Related?** NO**Public Works?** YES**Agenda Item Name**

4700 – VACATION OF LATAH PLACE BETWEEN INLAND EMPIRE AND THE

Agenda Wording

Resolution to set a public hearing time for the right-of-way vacation application.

Summary (Background)

Adjacent property owners have applied to vacate a portion of an existing alleyway in order to accommodate future development. City staff has collected comments from franchised private utility companies and City departments. If City Council decides to vacate this alley, Engineering recommends that the alley be vacated subject to the conditions that are listed at the bottom of the Staff Report.

What impacts would the proposal have on historically excluded communities?

NA

How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

NA

How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?

NA

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

NA

Council Subcommittee Review

Fiscal Impact	
Approved in Current Year Budget?	
Total Cost	\$
Current Year Cost	\$
Subsequent Year(s) Cost	\$
<u>Narrative</u>	
Amount	Budget Account
Revenue \$ 8,155.70	# 3200-49199-99999-39510
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Funding Source	N/A
Funding Source Type	Select
Is this funding source sustainable for future years, months, etc?	
Expense Occurrence	One-Time
Other budget impacts (revenue generating, match requirements, etc.)	
Approvals	
Dept Head	MACDONALD, STEVEN
Division Director	MACDONALD, STEVEN
Accounting Manager	ZOLLINGER, NICHOLAS
Legal	SCHOEDEL, ELIZABETH
For the Mayor	PICCOLO, MIKE
Distribution List	
	ebrown@spokanecity.org
mnilsson@spokanecity.org	tpalmquist@spokanecity.org
edjohnson@spokanecity.org	akiehn@spokanecity.org

R E S O L U T I O N 2025-0021

WHEREAS, on May 19, 2024 the Spokane City Council received a petition for the vacation of Latah Place between Inland Empire Way and the Union Pacific Railroad, in the City of Spokane from owners having an interest in real estate abutting the above right-of-way; and

WHEREAS, it was determined that the petition was signed by the owners of more than two-thirds of the property abutting Latah Place between Inland Empire Way and the Union Pacific Railroad, in the City of Spokane; and

WHEREAS, the City Council desires to set a time and date through this resolution to hold a public hearing on the petition to vacate the above property in the City of Spokane;

NOW, THEREFORE,

The City Council does hereby resolve the following:

That hearing on the petition to vacate Latah Place between Inland Empire Way and the Union Pacific Railroad, in the City of Spokane will be held in front of the City Council at 6:00 P.M. or as soon thereafter as possible on April 28, 2025, and the City Clerk of the City of Spokane is instructed to proceed with all proper notice according to State law.

ADOPTED by the Spokane City Council, this _____ day of _____, 2025.

City Clerk

Approved as to form:


Assistant City Attorney

P2403764VACA




Right-of-way Description:
Latah Place between the west line of the BNSF Railroad RW and the west line of Lot 3, Block 11 of the Plat of Cannon Hill Addition

Legend

 Proposed Vacation

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.



**Agenda Sheet for City Council:****Committee:** Urban Experience **Date:** 03/10/2025**Committee Agenda type:** Discussion**Date Rec'd**

2/27/2025

Clerk's File #

ORD C36658

Cross Ref #

RES 2025-0021

Project #**Council Meeting Date:** 04/28/2025**Submitting Dept**

DEVELOPMENT SERVICES CENTER

Bid #**Contact Name/Phone**

ELDON BROWN 6305

Requisition #**Contact E-Mail**

EBROWN@SPOKANECITY.ORG

Agenda Item Type

First Reading Ordinance

Council Sponsor(s)

JBINGLE KKLITZKE

Sponsoring at Administrators Request

NO

Lease? NO**Grant Related?** NO**Public Works?** YES**Agenda Item Name**

4700 - STREET VACATION OF LATAH PLACE BETWEEN INLAND EMPIRE & THE

Agenda Wording

Vacation of Latah Place between Inland Empire and the Railroad, requested by "owners having an interest in real estate abutting the above right-of-way"

Summary (Background)

Adjacent property owners have applied to vacate a portion of an existing alleyway in order to accommodate future development. City staff has collected comments from franchised private utility companies and City departments. If City Council decides to vacate this alley, Engineering recommends that the alley be vacated subject to the conditions that are listed at the bottom of the Staff Report.

What impacts would the proposal have on historically excluded communities?

NA

How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

NA

How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?

NA

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

NA

Council Subcommittee Review

Fiscal Impact	
Approved in Current Year Budget? N/A	
Total Cost	\$
Current Year Cost	\$
Subsequent Year(s) Cost	\$
<u>Narrative</u>	
Amount	Budget Account
Revenue \$ 8,155.70	# 3200-49199-99999-39510
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Funding Source	N/A
Funding Source Type	Select
Is this funding source sustainable for future years, months, etc?	
Expense Occurrence	One-Time
Other budget impacts (revenue generating, match requirements, etc.)	
Approvals	
Dept Head	PALMQUIST, TAMI
Division Director	MACDONALD, STEVEN
Accounting Manager	ZOLLINGER, NICHOLAS
Legal	SCHOEDEL, ELIZABETH
For the Mayor	PICCOLO, MIKE
Distribution List	
	ebrown@spokanecity.org
mnilsson@spokanecity.org	tpalmquist@spokanecity.org
edjohnson@spokanecity.org	akiehn@spokanecity.org

City of Spokane
Development Services Center
808 West Spokane Falls Blvd.
Spokane, WA 99201-3343
(509) 625-6300

ORDINANCE NO. C36658

An ordinance vacating Latah Place between Inland Empire Way and the Railroad,

WHEREAS, a petition for the vacation of Latah Place between Inland Empire Way and the Railroad, has been filed with the City Clerk representing 100% of the abutting property owners, and a hearing has been held on this petition before the City Council as provided by RCW 35.79; and

WHEREAS, the City Council has found that the public use, benefit and welfare will best be served by the vacation of said public way; -- NOW, THEREFORE,

The City of Spokane does ordain:

Section 1. That Latah Place, directly North of and adjacent to Lots 1-3, Block 11, of the plat of Cannon Hill Addition, and between Inland Empire Way and the Railroad, and located within the Northeast Quarter of Section 25, Township 25 North, Range 42 East, W.M., is hereby vacated. Parcel number not assigned.

Passed the City Council _____

Council President

Attest: _____
City Clerk

Approved as to Form:

Assistant City Attorney

Mayor

Date: _____

Effective Date: _____



**CITY OF SPOKANE
DEVELOPMENT SERVICES**

808 West Spokane Falls Blvd, Spokane WA 99201-3343
(509) 625-6300 FAX (509) 625-6822

**STREET VACATION REPORT
February 26, 2025**

LOCATION: A portion of Latah Place RW east of Inland Empire Way
PROPONENT: Timothy Cunningham
PURPOSE: Consolidate property for future development
HEARING: April 28, 2025
REPORTS:

PRIVATE UTILITY COMPANIES

AVISTA UTILITIES – No comments

COMCAST - No comments

EXTENET – No comments

FATBEAM FIBER – No comments

INLAND POWER – Inland Power has no facilities within the proposed vacation area.

INTERMOUNTAIN INFRASTRUCTURE GROUP – No comments

LIGHT SPEED NETWORKS – No comments

LUMEN – Lumen/CenturyLink has no facilities in the proposed vacation area and we are good to vacate.

PORT OF WHITMAN – No comments

TDS TELECOM - No comments

VERIZON/MCI Metro - No comments

YELLOWSTONE PIPELINE – No comments

WHOLESAIL NETWORKS – No comments

ZAYO COMMUNICATIONS – No comments

CITY DEPARTMENTS & E911

ADDRESSING - No comments

BICYCLE ADVISORY BOARD – No comments

DEVELOPER SERVICES – CURRENT PLANNING – Approval of the vacation will technically make parcel 25281.1101 landlocked but considering that this property owner also owns 25251.1102 and 25251.0908, they have an opportunity to provide access from public ROW. We recommend that all three parcels be aggregated if the vacation is approved. Also it seems they are aware, but just for documentation purposes – please note that the properties are in the shoreline jurisdiction, so subsequent development will be subject to shoreline regulations.

DEVELOPER SERVICES - TRAFFIC – No concerns

FIRE DEPARTMENT - No comments

INTEGRATED CAPITAL MANAGEMENT – No comments

NEIGHBORHOOD SERVICES – No comments

PARKS DEPARTMENT - No comments

PLANNING & ECONOMIC DEVELOPMENT – No comments

POLICE DEPARTMENT - No comments

SOLID WASTE MANAGEMENT – No comments

SPOKANE REGIONAL EMERGENCY COMMUNICATIONS – No comments

STREET DEPARTMENT - No comments

WASTEWATER MANAGEMENT – Wastewater Management has no sewer or storm assets in the proposed vacation area. Therefore, provided on site runoff is maintained and treated on site, we have no objection to this vacation.

WATER DEPARTMENT - No comments

RECOMMENDATION: That the petition be granted and a vacating ordinance be prepared subject to the following conditions:

1. The proponent shall pay to the City of Spokane the assessed valuation for the vacated land as defined by the latest information from the County Assessor's Office. This is calculated to be \$8,155.70 and is to be deposited to Budget Account #3200 49199 99999 39510.
2. After the right-of-way is vacated, all properties must be reconfigured so that no parcels are landlocked. All parcels must have frontage on a public right-of-way.
3. That the final reading of the vacation be held in abeyance until all of the above conditions are met and that the above conditions are met by **December 1, 2026**.

Eldon Brown, P.E.
Principal Engineer – Developer Services


A handwritten signature in black ink, appearing to read "Eldon W. Brown". The signature is written in a cursive, flowing style.

P2403764VACA




Right-of-way Description:
**Latah Place between the west line of the
BNSF Railroad RW and the west line of Lot
3, Block 11 of the Plat of Cannon Hill Addition**

Legend

 Proposed Vacation

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.



Urban Experience Committee Standing Reports & Updates:

- Housing Action Subcommittee
- Housing & Homelessness Initiative Manager
- Neighborhood Council Workgroup
- CHHS Board
- Community Assembly
- Human Rights Commission
- Plan Commission
- Downtown Spokane BID Board
- Downtown Spokane Partnership
- East Sprague BID Board
- GMA Steering Committee of Elected Officials
- Library Board
- Park Board & Park Board Executive Committee
- Priority Spokane
- Regional Homeless Authority
- Spokane Arts

**Agenda Sheet for City Council:****Committee:** Urban Experience **Date:** 03/10/2025**Committee Agenda type:** Consent**Date Rec'd**

2/20/2025

Clerk's File #

OPR 2025-0191

Cross Ref #**Project #****Council Meeting Date:** 03/31/2025**Submitting Dept**

COMMUNITY AND ECONOMIC

Bid #**Contact Name/Phone**

AMANDA BECK X6414

Requisition #**Contact E-Mail**

ABECK@SPOKANECITY.ORG

Agenda Item Type

Contract Item

Council Sponsor(s)

JBINGLE LNAVARRETE

Sponsoring at Administrators Request

NO

Lease? NO**Grant Related?** NO**Public Works?** NO**Agenda Item Name**

0750 – MFTE CONDITIONAL AGREEMENT FOR 3123 E 10TH AVE

Agenda Wording

Conditional Multifamily Tax Exemption contract with Craftsman Homes, for the property located at 3123 E 10th Ave, to create 4 dwelling units. Following construction the project intends to finalize under the 12yr exemption.

Summary (Background)

RCW 84.14 authorizes the New and Rehabilitated Multiple-Unit Dwellings in Urban Centers incentive, known as Multifamily Tax Exemption (MFTE) Program, to certify qualified properties for this residential property tax exemption. The City adopted this incentive in 2007 and SMC 08.15 outlines Spokane's MFTE Program and project eligibility requirements. Staff has determined that the Underhill Estates Lot 5 Fourplex conditional application meets the project eligibility requirements outlined in SMC 08.15.040, and is located in an adopted Residential Target Areas identified in SMC 08.15.030. The application proposes 4 new multifamily units on the property at 3123 E 10th Ave, within the East Central neighborhood (District 2). The property is zoned Residential 1 (R1), and the proposed use is allowed. Once the project is constructed, the applicant intends to finalize as a 12-year Affordable Exemption. This Conditional Agreement authorizes the City to enter into the Multiple Family Housing Property Tax Exemption Conditional Agreement, which will ultimately result in the issuance of a final certificate of tax exemption to be filed with the Spokane County Assessor's Office post construction.

What impacts would the proposal have on historically excluded communities?

The goal of the MFTE Program is to stimulate the construction of new multifamily housing and the rehabilitation of existing vacant or underutilized buildings, as well as increase the supply of mixed-income housing opportunities. Data on demographic metrics such as race, ethnicity, gender orientation, age, or religious affiliation are not tracked by this program, but the program specifically supports housing creation for residents whose income is between 80-115% Area Median Income.

How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

The Department of Commerce conducts annual audits of all jurisdictions with MFTE programs. The City collects annual reports for each property. For projects that finalized under the 12-year exemption, which requires income and rent restrictions, staff collect tenant income certifications as well. Annual reporting ensures projects maintain affordability compliance through the length of the exemption and that only income-qualifying tenants receive the benefit.

How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?

Excluding external factors such as raw land costs and current financing rates, staff monitor program efficiency through annual reporting compliance, the number of conditional and then finalized projects, and the need detailed by developers for such an incentive to make workforce housing projects financially feasible. Some of these metrics include the number of projects granted a final certificate, the total number of units created and the percentage of affordable units, as well as the type and size of units being constructed.

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

Comprehensive Plan Policies: LU 1.4 Higher Density Residential Uses LU 3.5 Mix of Uses in Centers LU 4.2 Land Uses That Support Travel Options and Active Transportation LU 4.6 Transit-Supported Development H 1.9 Mixed-Income Housing H 1.4 Use of Existing Infrastructure H 1.10 Lower-Income Housing Development Incentives H 1.11 Access to Transportation H 1.18 Distribution of Housing Options ED 2.4 Mixed-Use ED 7.4 Tax Incentives for Land Improvement

Council Subcommittee Review

Fiscal Impact	
Approved in Current Year Budget?	N/A
Total Cost	\$
Current Year Cost	\$
Subsequent Year(s) Cost	\$
<u>Narrative</u>	
Once finalized, the Spokane County Assessor will defer collection of the residential property tax portion for the duration of the exemption, after which the new residential construction value will be added to the tax rolls.	
Amount	Budget Account
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Funding Source N/A	
Funding Source Type Select	
Is this funding source sustainable for future years, months, etc?	
Expense Occurrence	N/A
Other budget impacts (revenue generating, match requirements, etc.)	
Staff costs associated with this program are recouped by the application fees.	
Approvals	
Dept Head	MACDONALD, STEVEN
Division Director	MACDONALD, STEVEN
Accounting Manager	
Legal	SCHOEDEL, ELIZABETH
For the Mayor	
Distribution List	
Dennis Miller dennis.craftsmanhomes@gmail.com	smacdonald@spokanecity.org
sgardner@spokanecity.org	abeck@spokanecity.org
jchurchill@spokanecity.org	eking@spokanecity.org

MULTIPLE FAMILY HOUSING PROPERTY
TAX EXEMPTION CONDITIONAL AGREEMENT
OPR 2025-0191

THIS CONDITIONAL AGREEMENT is between the City of Spokane, a Washington State municipal corporation, as “City”, and CASCADE HOME BUILDER LLC, as “Owner/Taxpayer” whose business address is 12823 LOFT LAKE RD, SNOHOMISH, WA, 98296.

W I T N E S S E T H:

WHEREAS, the City has, pursuant to the authority granted to it by Chapter 84.14 RCW, designated various residential targeted areas for the provision of a limited property tax exemption for new and rehabilitated multiple family residential housing; and

WHEREAS, the City has, through Chapter 8.15 SMC, enacted a program whereby property owner/taxpayers may qualify for a Final Certificate of Tax Exemption which certifies to the Spokane County Assessor that the Owner/Taxpayer is eligible to receive the multiple family housing property tax exemption; and

WHEREAS, the Owner/Taxpayer is interested in receiving the multiple family property tax exemption for new multiple family residential housing units in a residential targeted area; and

WHEREAS, the Owner/Taxpayer has submitted to the City a complete conditional application form for no fewer than a total of four new multiple family permanent residential housing units to be constructed on property legally described as:

22-25-43 PTN OF SW 1/4: LOTS 8, 9, AND 10, BK 6, SUNSHINE ADD; EXCEPT THE E 21.73 FT OF SD LOT 10; AND EXCEPT THE N 17.40 FT OF SD LOTS 8, 9 AND 10

Assessor’s Parcel Number(s) **35223.1426**, commonly known as **3123 E 10TH AVE.**

WHEREAS, this property is located in the Spokane Targeted Investment Area and is eligible to seek a Final Certificate of Tax Exemption post construction under the **Twelve year Affordable Housing - with income and rent restrictions** as defined in SMC 08.15.090.

WHEREAS, the City has determined that the improvements will, if completed as proposed, satisfy the requirements for a Final Certificate of Tax Exemption; --

NOW, THEREFORE,

The City and the Owner/Taxpayer do mutually agree as follows:

1. The City agrees to issue the Owner/Taxpayer a Conditional Agreement subsequent to the City Council's approval of this agreement.

2. The project must comply with all applicable zoning requirements, land use requirements, design review recommendations and all building, fire, and housing code requirements contained in the Spokane Municipal Code at the time a complete application for a building permit is received. However, if the proposal includes rehabilitation or demolition in preparation for new construction, the residential portion of the building shall fail to comply with one or more standards of applicable building or housing codes, and the rehabilitation improvements shall achieve compliance with the applicable building and construction codes.

3. If the property proposed to be rehabilitated is not vacant, the Owner/Taxpayer shall provide each existing tenant with housing of comparable size, quality and price and a reasonable opportunity to relocate. At the time of an application for a Conditional Agreement, the applicant provided a letter attesting and documenting how the existing tenant(s) were/will be provided comparable housing and opportunities to relocate.

(a). The existing residential tenant(s) are to be provided housing of a comparable size and quality at a rent level meeting the Washington State definition of affordable to their income level. Specifically, RCW 84.14.010 defines "affordable housing" as residential housing that is rented by a person or household whose monthly housing costs, including utilities other than telephone, do not exceed thirty (30) percent of the household's monthly income. The duration of this requirement will be the length of the tenant's current lease plus one year.

4. The Owner/Taxpayer intends to construct on the site, approximately **4** new multiple family residential housing units substantially as described in their application filed with and approved by the City. In no event shall such construction provide fewer than a total of four multiple family permanent residential housing units.

5. The Owner/Taxpayer agrees to complete construction of the agreed-upon improvements within three years from the date the City issues this Conditional Agreement or within any extension granted by the City.

6. The Owner/Taxpayer agrees, upon completion of the improvements and upon issuance by the City of a temporary or permanent certificate of occupancy, to file an application for a Final Certificate of Tax Exemption with the City's Planning and Economic Development Department, which will require the following:

(a) a statement of the actual development cost of each multiple family housing unit, and the total expenditures made in the rehabilitation or construction of the entire property;

(b) a description of the completed work and a statement that the rehabilitation improvements or new construction of the Owner/Taxpayer's property qualifies the property for the exemption;

(c) a statement that the project meets the affordable housing requirements, if applicable; and

(d) a statement that the work was completed within the required three-year period or any authorized extension of the issuance of the conditional certificate of tax exemption.

7. The City agrees, conditioned on the Owner/Taxpayer's successful completion of the improvements in accordance with the terms of this Conditional Agreement and on the Owner/Taxpayer's filing of application for the Final Certificate of Exemption with the materials described in Paragraph 6 above, to file a Final Certificate of Tax Exemption with the Spokane County Assessor indicating that the Owner/Taxpayer is qualified for the limited tax exemption under Chapter 84.14 RCW.

8. The Owner/Taxpayer agrees that once a Final Certificate of Tax Exemption is issued, to comply with all Annual Reporting requirements set forth in SMC 8.15.100 and contained in the annual report form provided by the City. Thirteen (13) months following the first year of the exemption beginning and every year thereafter, the Owner/Taxpayer will complete and file the appropriate Annual Report required by the terms of their Final Certificate of Tax Exemption with the City's Planning and Economic Development Department. The Annual Report is a declaration verifying upon oath and indicating the following:

(a) a statement of occupancy, use of the property/unit, income and rents for qualifying 12-year and 20-year and vacancy of the multi-family units during the previous year;

(b) a certification that the property has not changed to a commercial use or been used as a transient (short-term rental) basis and, if applicable, that the property has been in compliance with the affordable housing income and rent requirements as described in SMC 8.15.090 since the date of the filing of the Final Certificate of Tax Exemption, and continues to be in compliance with this Agreement and the requirements of SMC Chapter 8.15;

(c) for affordable multi-family housing units, information providing the household income, rent and utility cost, of each qualifying as low and moderate-income, which shall be reported on a form provided by the City and signed by the tenants; and

(d) a description of any improvements or changes to the property made after the filing of the final certificate or last declaration.

9. The parties acknowledge that the units, including any owner-occupied units are to be used and occupied for multifamily permanent residential occupancy and use. The parties further acknowledge that the certificate of occupancy issued by the City is for multifamily residential units. The Owner/Taxpayer acknowledges and agrees that the units shall be used primarily for multi-family housing for permanent residential occupancy as defined in SMC 8.15.020 and RCW 84.14.010 and any business activities shall only be incidental and ancillary to the residential occupancy. Any units that are converted from multi-family housing for permanent residential occupancy shall be reported to the City of Spokane's Planning and Economic Development Department and the Spokane County Assessor's Office and removed from eligibility for the tax exemption within 60 days. If the removal of the ineligible unit or units causes the number of units to drop below the number of units required for tax exemption eligibility, the remaining units shall be removed from eligibility pursuant to state law.

10. To qualify for the twelve-year tax exemption, the Owner/Taxpayer will be required to rent or sell at least **twenty-five percent** of the multiple family housing units as affordable housing units to low and moderate-income households and will ensure that the units within the 12-yr program are dispersed throughout the building and distributed proportionally among the buildings; not be clustered in certain sections of the building or stacked; comparable to market-rate units in terms of unit size and leasing terms; and are comparable to market-rate units in terms of functionality and building amenities and access in addition to the other requirements set forth in the Agreement. The Owner/Taxpayer is further required to comply with the rental relocation assistance requirements set forth in RCW 84.14.020 (7) and (8) and in SMC 8.15.090 (D).

11. The Owner/Taxpayer will have the right to assign its rights under this Agreement. The Owner/Taxpayer agrees to notify the City promptly of any transfer of Owner/Taxpayer's ownership interest in the Site or in the improvements made to the Site under this Agreement.

12. The City reserves the right to cancel the Final Certificate of Tax Exemption should the Owner/Taxpayer, its successors and assigns, fail to comply with any of the terms and conditions of this Agreement or of SMC Chapter 8.15.

13. No modifications of this Conditional Agreement shall be made unless mutually agreed upon by the parties in writing.

14. The Owner/Taxpayer acknowledges its awareness of the potential tax liability involved if and when the property ceases to be eligible for the incentive provided pursuant to this agreement. Such liability may include additional real property tax, penalties and interest imposed pursuant to RCW 84.14.110. The Owner/Taxpayer further acknowledges its awareness and understanding of the process implemented by the Spokane County Assessor's Office for the appraisal and assessment of property taxes.

The Owner/Taxpayer agrees that the City is not responsible for the property value assessment imposed by Spokane County at any time during the exemption period.

15. In the event that any term or clause of this Conditional Agreement conflicts with applicable law, such conflict shall not affect other terms of this Agreement, which can be given effect without the conflicting term or clause, and to this end, the terms of this Conditional Agreement are declared to be severable.

16. The parties agree that this Conditional Agreement, requires the applicant to file an application for the Final Certificate of Tax Exemption post the construction of the multiple family residential housing units referenced above and that the Final Certificate of Tax Exemption shall be subject to the applicable provisions of Chapter 84.14 RCW and Chapter 8.15 SMC that exist at the time this agreement is signed by the parties. The parties may agree to amend this Conditional Agreement requirements as set forth when the applicant applies for the Final Certificate of Tax Exemption based upon applicable amendments and additions to Chapter 84.14 RCW or Chapter 8.15 SMC if the requirements change between the issuance of the Conditional Agreement and the Application for Final Tax Exemption has been submitted.

17. Nothing in this Agreement shall permit or be interpreted to permit either party to violate any provision of Chapter 84.14 RCW or Chapter 8.15 SMC

18 This Agreement is subject to approval by the City Council.

DATED this _____ day of _____, 2025

CITY OF SPOKANE

By: _____

City Administrator, Alex Scott

CASCADE HOME BUILDER LLC

By: _____

Its: _____

Attest:

City Clerk

Approved as to form:

City Attorney

**Agenda Sheet for City Council:****Committee:** Urban Experience **Date:** 03/10/2025**Committee Agenda type:** Consent**Date Rec'd**

2/20/2025

Clerk's File #

OPR 2025-0192

Cross Ref #**Project #****Council Meeting Date:** 03/31/2025**Submitting Dept**

COMMUNITY AND ECONOMIC

Bid #**Contact Name/Phone**

AMANDA BECK X6414

Requisition #**Contact E-Mail**

ABECK@SPOKANECITY.ORG

Agenda Item Type

Contract Item

Council Sponsor(s)

JBINGLE LNAVARRETE

Sponsoring at Administrators Request

NO

Lease? NO**Grant Related?** NO**Public Works?** NO**Agenda Item Name**

0750 – MFTE CONDITIONAL AGREEMENT FOR 3155 E 10TH AVE

Agenda Wording

Conditional Multifamily Tax Exemption contract with Craftsman Homes, for the property located at 3155 E 10th Ave, to create 4 dwelling units. Following construction the project intends to finalize under the 12yr exemption.

Summary (Background)

RCW 84.14 authorizes the New and Rehabilitated Multiple-Unit Dwellings in Urban Centers incentive, known as Multifamily Tax Exemption (MFTE) Program, to certify qualified properties for this residential property tax exemption. The City adopted this incentive in 2007 and SMC 08.15 outlines Spokane's MFTE Program and project eligibility requirements. Staff has determined that the Underhill Estates Lot 7 Fourplex conditional application meets the project eligibility requirements outlined in SMC 08.15.040, and is located in an adopted Residential Target Areas identified in SMC 08.15.030. The application proposes 4 new multifamily units on the property at 3155 E 10th Ave, within the East Central neighborhood (District 2). The property is zoned Residential 1 (R1), and the proposed use is allowed. Once the project is constructed, the applicant intends to finalize as a 12-year Affordable Exemption. This Conditional Agreement authorizes the City to enter into the Multiple Family Housing Property Tax Exemption Conditional Agreement, which will ultimately result in the issuance of a final certificate of tax exemption to be filed with the Spokane County Assessor's Office post construction.

What impacts would the proposal have on historically excluded communities?

The goal of the MFTE Program is to stimulate the construction of new multifamily housing and the rehabilitation of existing vacant or underutilized buildings, as well as increase the supply of mixed-income housing opportunities. Data on demographic metrics such as race, ethnicity, gender orientation, age, or religious affiliation are not tracked by this program, but the program specifically supports housing creation for residents whose income is between 80-115% Area Median Income.

How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?

The Department of Commerce conducts annual audits of all jurisdictions with MFTE programs. The City collects annual reports for each property. For projects that finalized under the 12-year exemption, which requires income and rent restrictions, staff collect tenant income certifications as well. Annual reporting ensures projects maintain affordability compliance through the length of the exemption and that only income-qualifying tenants receive the benefit.

How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?

Excluding external factors such as raw land costs and current financing rates, staff monitor program efficiency through annual reporting compliance, the number of conditional and then finalized projects, and the need detailed by developers for such an incentive to make workforce housing projects financially feasible. Some of these metrics include the number of projects granted a final certificate, the total number of units created and the percentage of affordable units, as well as the type and size of units being constructed.

Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

Comprehensive Plan Policies: LU 1.4 Higher Density Residential Uses LU 3.5 Mix of Uses in Centers LU 4.2 Land Uses That Support Travel Options and Active Transportation LU 4.6 Transit-Supported Development H 1.9 Mixed-Income Housing H 1.4 Use of Existing Infrastructure H 1.10 Lower-Income Housing Development Incentives H 1.11 Access to Transportation H 1.18 Distribution of Housing Options ED 2.4 Mixed-Use ED 7.4 Tax Incentives for Land Improvement

Council Subcommittee Review

Fiscal Impact	
Approved in Current Year Budget?	N/A
Total Cost	\$
Current Year Cost	\$
Subsequent Year(s) Cost	\$
<u>Narrative</u>	
Once finalized, the Spokane County Assessor will defer collection of the residential property tax portion for the duration of the exemption, after which the new residential construction value will be added to the tax rolls.	
Amount	Budget Account
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Funding Source N/A	
Funding Source Type	Select
Is this funding source sustainable for future years, months, etc?	
Expense Occurrence	N/A
Other budget impacts (revenue generating, match requirements, etc.)	
Staff costs associated with this program are recouped by the application fees.	
Approvals	
Dept Head	MACDONALD, STEVEN
Division Director	MACDONALD, STEVEN
Accounting Manager	
Legal	SCHOEDEL, ELIZABETH
For the Mayor	
Distribution List	
Dennis Miller dennis.craftsmanhomes@gmail.com	smacdonald@spokanecity.org
sgardner@spokanecity.org	abeck@spokanecity.org
jchurchill@spokanecity.org	eking@spokanecity.org

MULTIPLE FAMILY HOUSING PROPERTY
TAX EXEMPTION CONDITIONAL AGREEMENT
OPR 2025- #####

THIS CONDITIONAL AGREEMENT is between the City of Spokane, a Washington State municipal corporation, as “City”, and CASCADE HOME BUILDER LLC, as “Owner/Taxpayer” whose business address is 12823 LOFT LAKE RD, SNOHOMISH, WA, 98296.

W I T N E S S E T H:

WHEREAS, the City has, pursuant to the authority granted to it by Chapter 84.14 RCW, designated various residential targeted areas for the provision of a limited property tax exemption for new and rehabilitated multiple family residential housing; and

WHEREAS, the City has, through Chapter 8.15 SMC, enacted a program whereby property owner/taxpayers may qualify for a Final Certificate of Tax Exemption which certifies to the Spokane County Assessor that the Owner/Taxpayer is eligible to receive the multiple family housing property tax exemption; and

WHEREAS, the Owner/Taxpayer is interested in receiving the multiple family property tax exemption for new multiple family residential housing units in a residential targeted area; and

WHEREAS, the Owner/Taxpayer has submitted to the City a complete conditional application form for no fewer than a total of four new multiple family permanent residential housing units to be constructed on property legally described as:

22-25-43 PTN OF SW 1/4: LOTS 12 AND 13, BK 6, SUNSHINE ADD; TOGETHER WITH THE E 21.73 FT OF LOT 11, BK 6; EXCEPT THE E 31.72 FT OF SD LOT 13; AND EXCEPT THE N 17.40 FT OF SD LOTS 11, 12 AND 13

Assessor’s Parcel Number(s) **35223.1428**, commonly known as **3155 E 10TH AVE.**

WHEREAS, this property is located in the Spokane Targeted Investment Area and is eligible to seek a Final Certificate of Tax Exemption post construction under the **Twelve year Affordable Housing - with income and rent restrictions** as defined in SMC 08.15.090.

WHEREAS, the City has determined that the improvements will, if completed as proposed, satisfy the requirements for a Final Certificate of Tax Exemption; --

NOW, THEREFORE,

The City and the Owner/Taxpayer do mutually agree as follows:

1. The City agrees to issue the Owner/Taxpayer a Conditional Agreement subsequent to the City Council's approval of this agreement.

2. The project must comply with all applicable zoning requirements, land use requirements, design review recommendations and all building, fire, and housing code requirements contained in the Spokane Municipal Code at the time a complete application for a building permit is received. However, if the proposal includes rehabilitation or demolition in preparation for new construction, the residential portion of the building shall fail to comply with one or more standards of applicable building or housing codes, and the rehabilitation improvements shall achieve compliance with the applicable building and construction codes.

3. If the property proposed to be rehabilitated is not vacant, the Owner/Taxpayer shall provide each existing tenant with housing of comparable size, quality and price and a reasonable opportunity to relocate. At the time of an application for a Conditional Agreement, the applicant provided a letter attesting and documenting how the existing tenant(s) were/will be provided comparable housing and opportunities to relocate.

(a). The existing residential tenant(s) are to be provided housing of a comparable size and quality at a rent level meeting the Washington State definition of affordable to their income level. Specifically, RCW 84.14.010 defines "affordable housing" as residential housing that is rented by a person or household whose monthly housing costs, including utilities other than telephone, do not exceed thirty (30) percent of the household's monthly income. The duration of this requirement will be the length of the tenant's current lease plus one year.

4. The Owner/Taxpayer intends to construct on the site, approximately **4** new multiple family residential housing units substantially as described in their application filed with and approved by the City. In no event shall such construction provide fewer than a total of four multiple family permanent residential housing units.

5. The Owner/Taxpayer agrees to complete construction of the agreed-upon improvements within three years from the date the City issues this Conditional Agreement or within any extension granted by the City.

6. The Owner/Taxpayer agrees, upon completion of the improvements and upon issuance by the City of a temporary or permanent certificate of occupancy, to file an application for a Final Certificate of Tax Exemption with the City's Planning and Economic Development Department, which will require the following:

(a) a statement of the actual development cost of each multiple family housing unit, and the total expenditures made in the rehabilitation or construction of the entire property;

(b) a description of the completed work and a statement that the rehabilitation improvements or new construction of the Owner/Taxpayer's property qualifies the property for the exemption;

(c) a statement that the project meets the affordable housing requirements, if applicable; and

(d) a statement that the work was completed within the required three-year period or any authorized extension of the issuance of the conditional certificate of tax exemption.

7. The City agrees, conditioned on the Owner/Taxpayer's successful completion of the improvements in accordance with the terms of this Conditional Agreement and on the Owner/Taxpayer's filing of application for the Final Certificate of Exemption with the materials described in Paragraph 6 above, to file a Final Certificate of Tax Exemption with the Spokane County Assessor indicating that the Owner/Taxpayer is qualified for the limited tax exemption under Chapter 84.14 RCW.

8. The Owner/Taxpayer agrees that once a Final Certificate of Tax Exemption is issued, to comply with all Annual Reporting requirements set forth in SMC 8.15.100 and contained in the annual report form provided by the City. Thirteen (13) months following the first year of the exemption beginning and every year thereafter, the Owner/Taxpayer will complete and file the appropriate Annual Report required by the terms of their Final Certificate of Tax Exemption with the City's Planning and Economic Development Department. The Annual Report is a declaration verifying upon oath and indicating the following:

(a) a statement of occupancy, use of the property/unit, income and rents for qualifying 12-year and 20-year and vacancy of the multi-family units during the previous year;

(b) a certification that the property has not changed to a commercial use or been used as a transient (short-term rental) basis and, if applicable, that the property has been in compliance with the affordable housing income and rent requirements as described in SMC 8.15.090 since the date of the filing of the Final Certificate of Tax Exemption, and continues to be in compliance with this Agreement and the requirements of SMC Chapter 8.15;

(c) for affordable multi-family housing units, information providing the household income, rent and utility cost, of each qualifying as low and moderate-income, which shall be reported on a form provided by the City and signed by the tenants; and

(d) a description of any improvements or changes to the property made after the filing of the final certificate or last declaration.

9. The parties acknowledge that the units, including any owner-occupied units are to be used and occupied for multifamily permanent residential occupancy and use. The parties further acknowledge that the certificate of occupancy issued by the City is for multifamily residential units. The Owner/Taxpayer acknowledges and agrees that the units shall be used primarily for multi-family housing for permanent residential occupancy as defined in SMC 8.15.020 and RCW 84.14.010 and any business activities shall only be incidental and ancillary to the residential occupancy. Any units that are converted from multi-family housing for permanent residential occupancy shall be reported to the City of Spokane's Planning and Economic Development Department and the Spokane County Assessor's Office and removed from eligibility for the tax exemption within 60 days. If the removal of the ineligible unit or units causes the number of units to drop below the number of units required for tax exemption eligibility, the remaining units shall be removed from eligibility pursuant to state law.

10. To qualify for the twelve-year tax exemption, the Owner/Taxpayer will be required to rent or sell at least **twenty-five percent** of the multiple family housing units as affordable housing units to low and moderate-income households and will ensure that the units within the 12-yr program are dispersed throughout the building and distributed proportionally among the buildings; not be clustered in certain sections of the building or stacked; comparable to market-rate units in terms of unit size and leasing terms; and are comparable to market-rate units in terms of functionality and building amenities and access in addition to the other requirements set forth in the Agreement. The Owner/Taxpayer is further required to comply with the rental relocation assistance requirements set forth in RCW 84.14.020 (7) and (8) and in SMC 8.15.090 (D).

11. The Owner/Taxpayer will have the right to assign its rights under this Agreement. The Owner/Taxpayer agrees to notify the City promptly of any transfer of Owner/Taxpayer's ownership interest in the Site or in the improvements made to the Site under this Agreement.

12. The City reserves the right to cancel the Final Certificate of Tax Exemption should the Owner/Taxpayer, its successors and assigns, fail to comply with any of the terms and conditions of this Agreement or of SMC Chapter 8.15.

13. No modifications of this Conditional Agreement shall be made unless mutually agreed upon by the parties in writing.

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DATED this _____ day of _____, 2025

CITY OF SPOKANE

By: _____

City Administrator, Alex Scott

CASCADE HOME BUILDER LLC

By: _____

Its: _____

Attest:

City Clerk

Approved as to form:

City Attorney