

STANDING COMMITTEE MINUTES
City of Spokane
Urban Experience Committee
01/08/2018 - FINAL

Attendance

Council President Ben Stuckart, Council Member Mumm, Council Member Karen Stratton, Council Member Laurie Kinnear, Council Member Kate Burke, Council Member Mike Fagan, Council Member Breean Beggs, Mayor David Condon, Gavin Cooley, Hannalee Allers, Nathen Calene, Anna Everano, Jacob Fraley, Jacqui Halvorson, Brian McClatchey, Adam McDaniel, Skyler Oberst, Heather Trautman, James Sakamoto, Rick Romero, Dan Buller, Mike Taylor, Ed Lukas, Kara Heatherly, Marcia Davis, Inga Note, Chris Cavanaugh, Andrew Warlock, Boris Borisov, Leroy Eadie, Jason Sandobal, Scott Simmons, Lisa Key, Kandace Watkins, Rae-Lynn Barden

Non-City Employees: Mike Lassiter – STA, Andrew Rowles – DSP, Toby Hatley, Lars Gilbert

Approval of Minutes:

The meeting minutes for December were approved.

Agenda Items:

1. Minor Roadway Widening during 2019 Indian Trail Street Maintenance Project – Inga Note

Inga Note, Integrated Capital, briefed the Committee regarding this item. There were questions regarding where the widening would occur and if the project had addressed the issue of getting out of Indian Trail onto Francis Avenue in the morning commute. There is a right of way that also needs to be bought to replace the storm water facility. Discussion ensued. Please see attached briefing paper.

2. Infill Code Revisions – Nathan Gwinn

Nathan Gwinn, Planning Services, briefed the Committee regarding this item. Council President would like any changes made to the document to the Council by next week so that they can discuss changes before the Council Meeting on January 29th. Discussion ensued. Please see attached briefing paper.

3. Parking Structures Discussion – CP Ben Stuckart

Council President Stuckart briefed the Committee regarding this item. In current conditions, more downtown employees want covered parking rather than surface parking lots. There is evidence that shows we are losing businesses coming to downtown because of lack of parking. Vacancy in the core is at 18%. There are many surface lots that could be looked at to develop parking structures, a few are

publicly owned, but the majority are privately owned. There needs to be a systems approach to the parking problem. How do we get employees into the core – Public Transit through the Park, private parking structures, public parking structures, right of way types of parking? The Committee would like to see a committee built that would meet once a month regarding the parking situation that we have downtown.

4. Public Development Authority – CP Ben Stuckart

Council President Stuckart briefed the Committee regarding this item. Please see attached briefing paper.

5. Otis Hotel of Citywide Significance – Andrew Warlock

This item was placed on the consent agendas and pushed forward.

6. Sign Code Amendment Ordinance – Lisa Key

Lisa Key, Director of Planning Services, briefed the Committee regarding this item. Please see attached briefing paper.

7. West Plains PDA – Boris Borisov

Boris Borisov, Planning Services, briefed the Committee regarding this item. Please see attached presentation.

8. DSP/BID – Mark Richards

Mark Richards, DSP, briefed the Committee regarding this item. Please see attached presentation.

9. Economic Update – Gavin Cooley

Gavin Cooley, Chief Financial Officer, briefed the Committee regarding this item. Please see attached presentation.

Council President is going to bring forward that the Urban Experience Committee Meeting be held twice a month. The 2nd Monday at 1:15 p.m. and the 4th Monday at 10:15 a.m. Other Council Members would prefer just a special meeting called if needed instead of scheduling two meetings per month.

Consent Items:

All consent items except for Minor Roadway Widening during 2019 Indian Trail Street Maintenance Project and Infill Code Revisions were approved and moved forward. The two topics mentioned previously were moved to the Agenda Item portion of the meeting.

Executive Session:

There was no Executive Session at this meeting.

Adjournment

The meeting was adjourned at 3:00 p.m.

Prepared by:

Laura Williams

Approved by:

Chair

For further information contact: Laura Williams, 625-6585



Infill Code Revisions

December 14, 2017

City Council Study Session

SpokaneCity.org/projects > Infill Housing/Infill Development





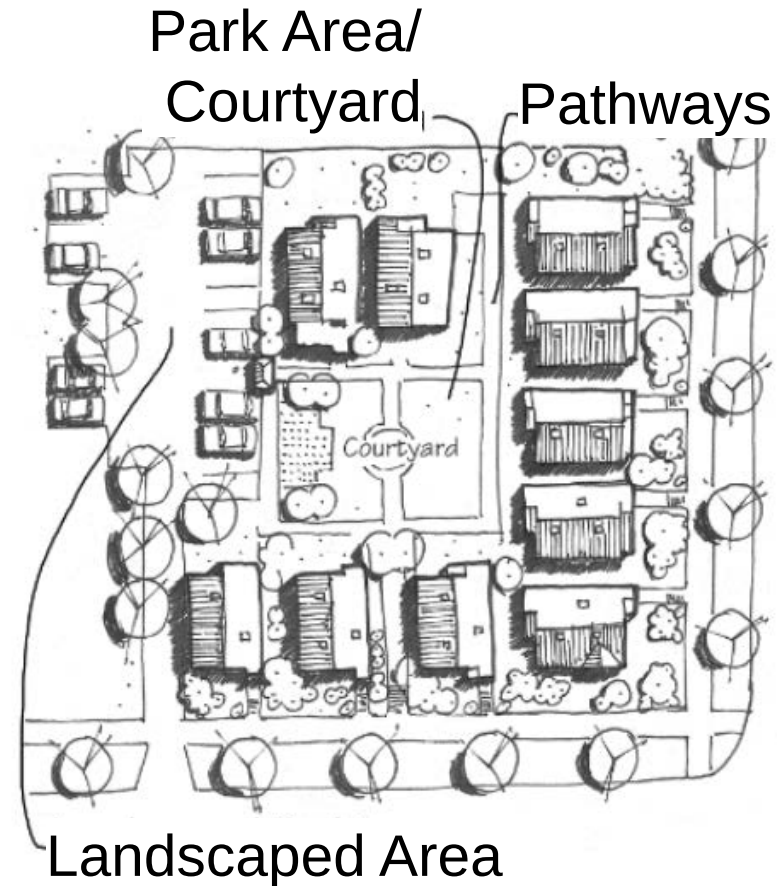
Proposed Outcomes

- Create opportunities to realize densities envisioned in Comprehensive Plan
 - Promoting more efficient use of land
- Streamline the process for infill development
- Expand opportunities for homeownership
- Make infill more compatible with surrounding neighborhoods



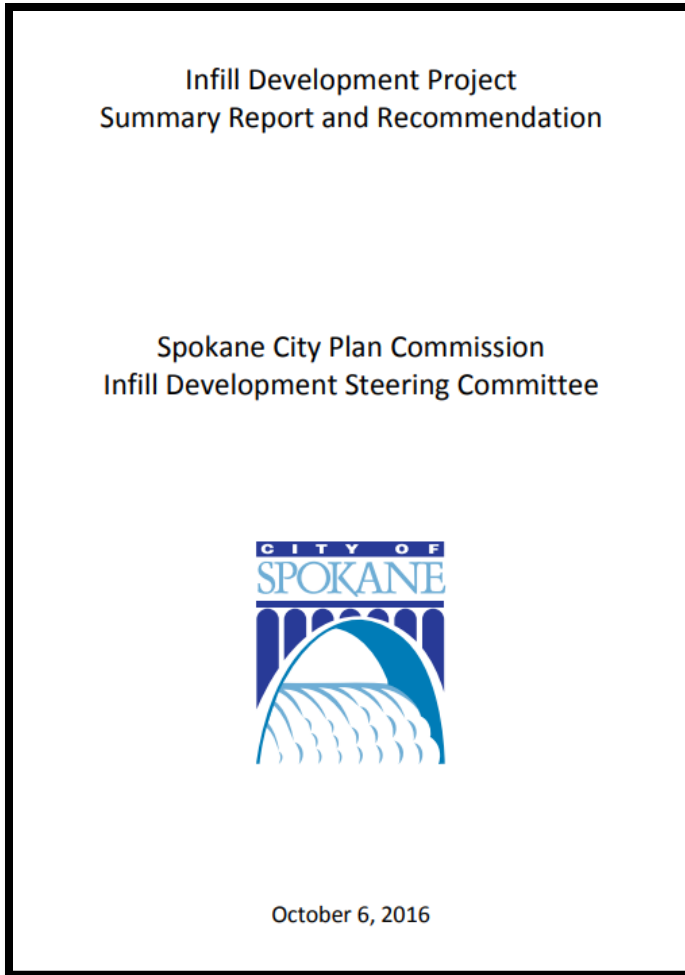
Adopted Policy

- Comprehensive Plan
 - Single-family residential areas
 - 4 to 10 units per acre
 - Additional housing types by alt. processes
 - Design new construction to create a positive perception of Spokane
 - Density bonus for higher level design (cottage housing only in this ord.)





Background



- 2016 Infill Committee Recommendation
 - Some smaller lot sizes
 - Allow more single-family units without rezone
 - Larger cottage housing units, mixed housing types
 - Effective transitions/buffers

SpokaneCity.org/projects > Infill Housing/Infill Development



Public Outreach Process

- Plan Commission workshops
 - Project updates, March and July, 2017
 - Cottage Housing/Pocket Residential, September, October, November, 2017
- November open house events
 - West Central Community Center
 - Facebook Live online open house
- Plan Commission public hearing
 - December 13, 2017
- City Council public hearing
 - January 2018 (tentative)



Infill Code Revisions

Compact Lot Standards

SMC 17C.110.200
17C.110.209

Pocket Residential Development

17C.110.360

Cottage Housing

17C.110.350

Alternative Residential Subdivisions

17G.080.065



Compact Lot Standards

Applicability: SMC 17C.110.209

Standards: SMC 17C.110.200

Table 17C.110-3

- Lot size reduced
 - No change to density of overall development
- Unique development standards
- Within $\frac{1}{4}$ mile of Center and Corridor and transitional sites
- Currently RSF-C requires a rezone



Compact Lot Standards

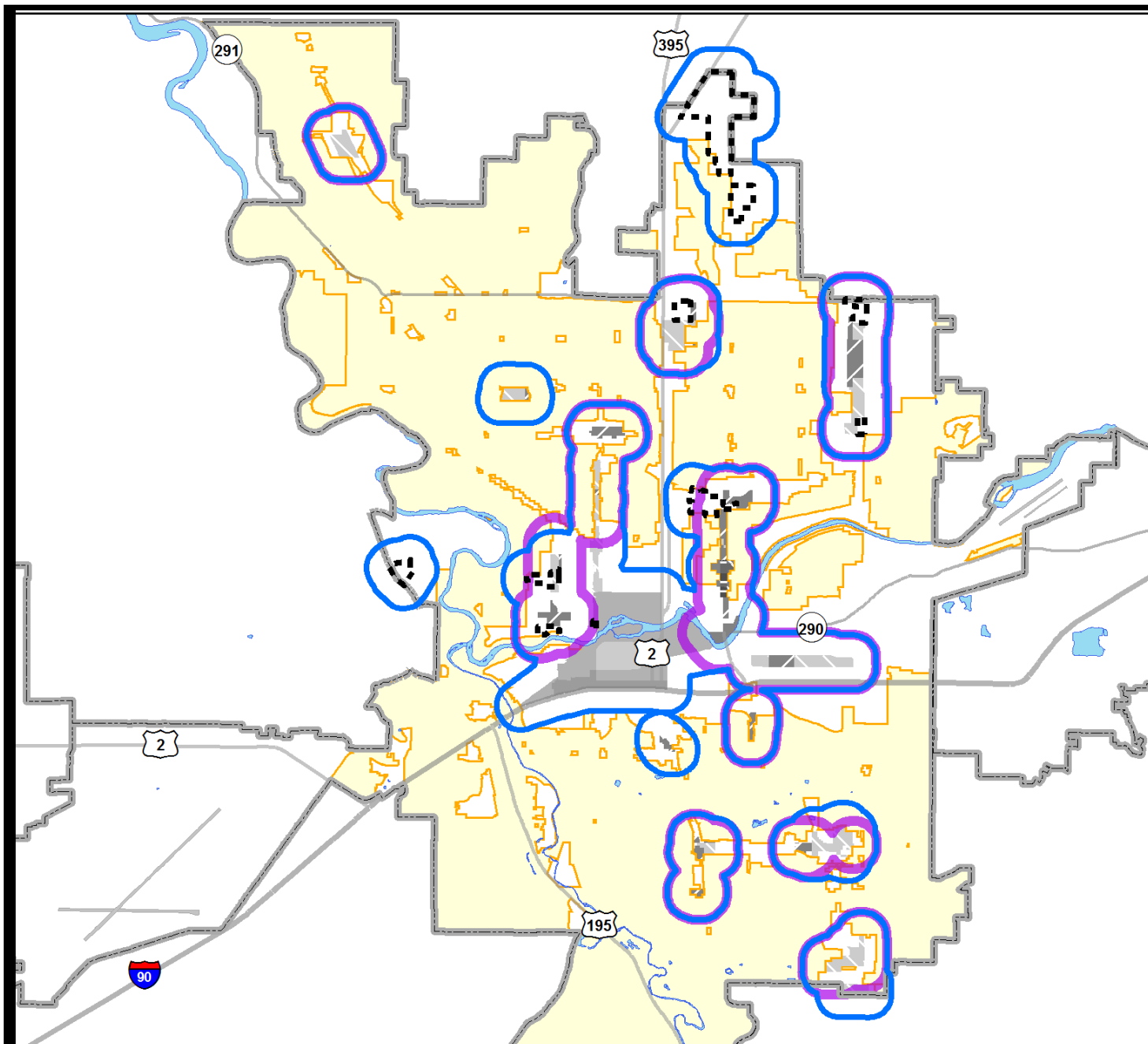
- Allowed housing types stay the same
 - RSF zone:
 - Detached single-family residence or 2 attached single-family residences on separate lots
 - Only 1 single-family residence per lot

Applicability: SMC 17C.110.209

Standards: SMC 17C.110.200

Table 17C.110-3



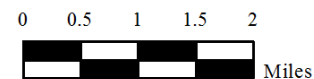


Compact Lot Area Alternatives

Distance from CC zones + CC3 overlays, Compared with CC Core

Legend

-  Center 1/4mi Buffer
-  CC3
-  Municipal Boundaries
-  1/4_Mi_CC_Core
-  RSF zone
-  CC/DT zones



DRAFT



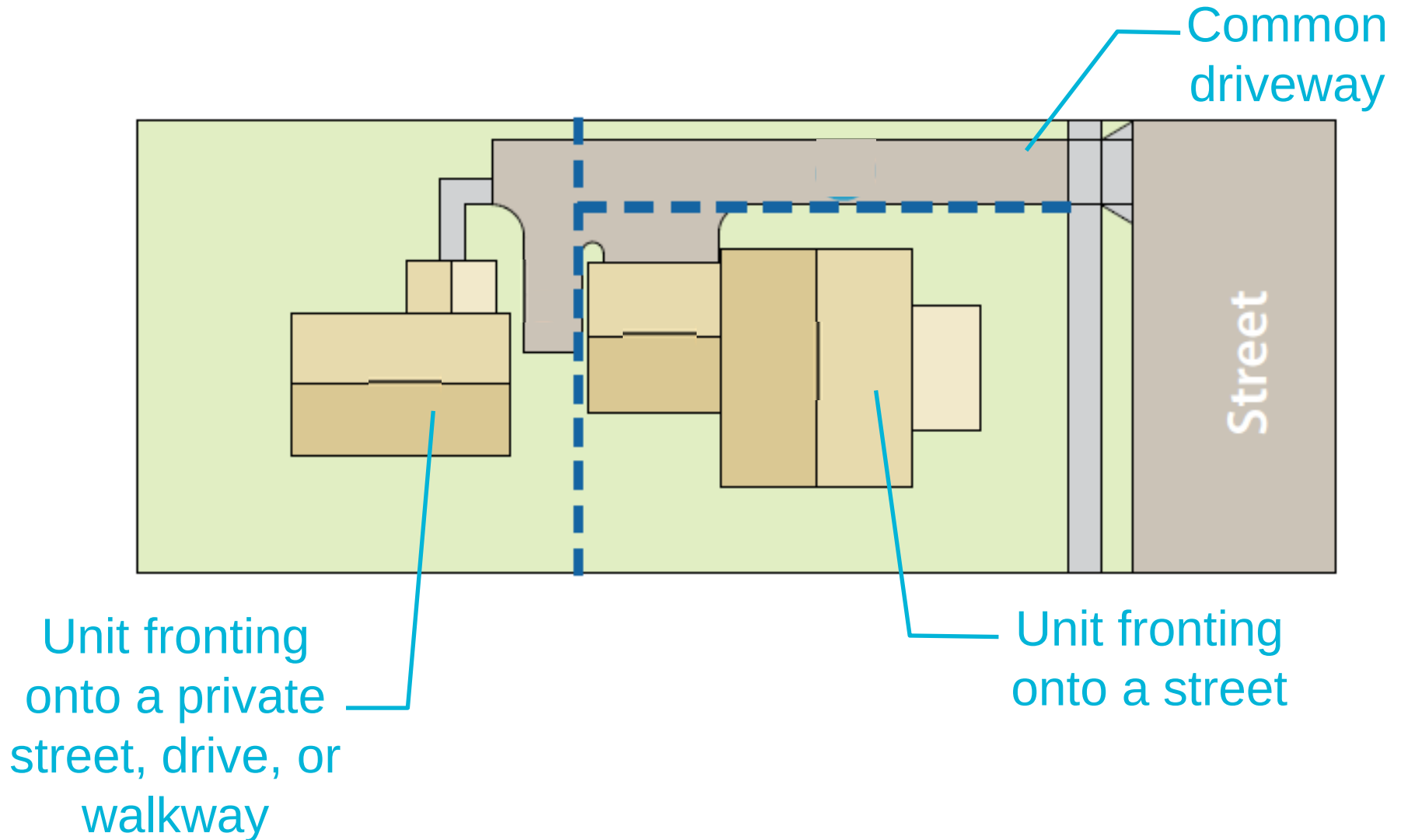
Pocket Residential Development

SMC 17C.110.360

- Proposed amendment to allow in RSF zone
 - 1 home per lot (Subdivision likely required)
- Only parent site must have street frontage
- Enhanced design standards to ensure compatibility with neighborhood
- Companion amendment to driveway standards



Pocket Residential Development





Infill Code Revisions

Compact Lot Standards

- SMC 17C.110.200
- 17C.110.209

Pocket Residential Development

- 17C.110.360

Cottage Housing

- 17C.110.350

Alternative Residential Subdivisions

- 17G.080.065

SpokaneCity.org/projects > Infill Housing/Infill Development



Cottage Housing

SMC 17C.110.350

Key changes:

- Allow subdivision
- New housing types
 - Attached unit homes (2 units)
 - Carriage units (located above a garage structure)
- Increase unit floor area
- Increase height, setback
- Enhanced design standards to improve compatibility



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Cottage Housing - Outdoor Areas

SMC 17C.110.350

- Common Open Space
 - Increase minimum from 250 to 300 sq. ft./unit
- Private Open Space
 - Reduce minimum from 250 to 200 sq. ft./unit
- Setbacks
 - Reduce side setback; increase rear setback



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Cottage Housing - Density Bonus

SMC 17C.110.350

- Base: 20 percent above zone
 - RSF zone: 12 housing units per acre
- **New Provision:** Tiny houses: 40 percent above zone
 - RSF zone: 14 housing units per acre
 - All units 500 sq. ft. or less
 - Shared community building



Cottage Housing - Maximum Unit Floor Area

SMC 17C.110.350

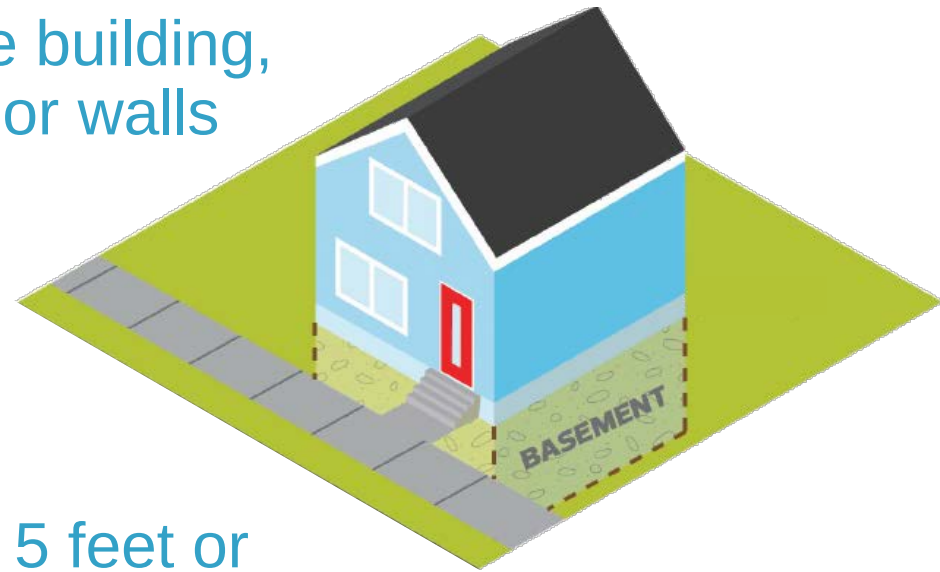
	Current	Proposed	
Max. Density:	20% Bonus	20% Bonus	40% Bonus
Cottage	• 1,000 sq. ft. • First floor: 50% of units = 650 sq. ft.	• 1,200 sq. ft. • First floor: 100% of units = 1,000 sq. ft.	• 500 sq. ft. (all types of units)
Attached Unit (new)	N/A	• 2,000 sq. ft. total including both units	
Carriage Unit (new)	N/A	• 800 sq. ft. above 1,500 sq. ft. garage	



Cottage Housing - Floor Area

SMC 17C.110.350

- Affects number of people in a development
- Floor area includes:
 - Above-ground area of the building, measured from the exterior walls
- Does **not** include:
 - Basements (**new**)
 - Bay windows
 - Stairways (**new**)
 - Space with ceiling height 5 feet or less (reduced from 6 feet)
 - Attached garages without living space, up to 400 sq. ft. (**new**)





Parking

- Requirements
 - Same as for other development
 - Cottage: Slight increase for 3+ bedrooms
 - Reduction procedure related to proximity to transit, etc.
- Attached garage options and carriage house provisions



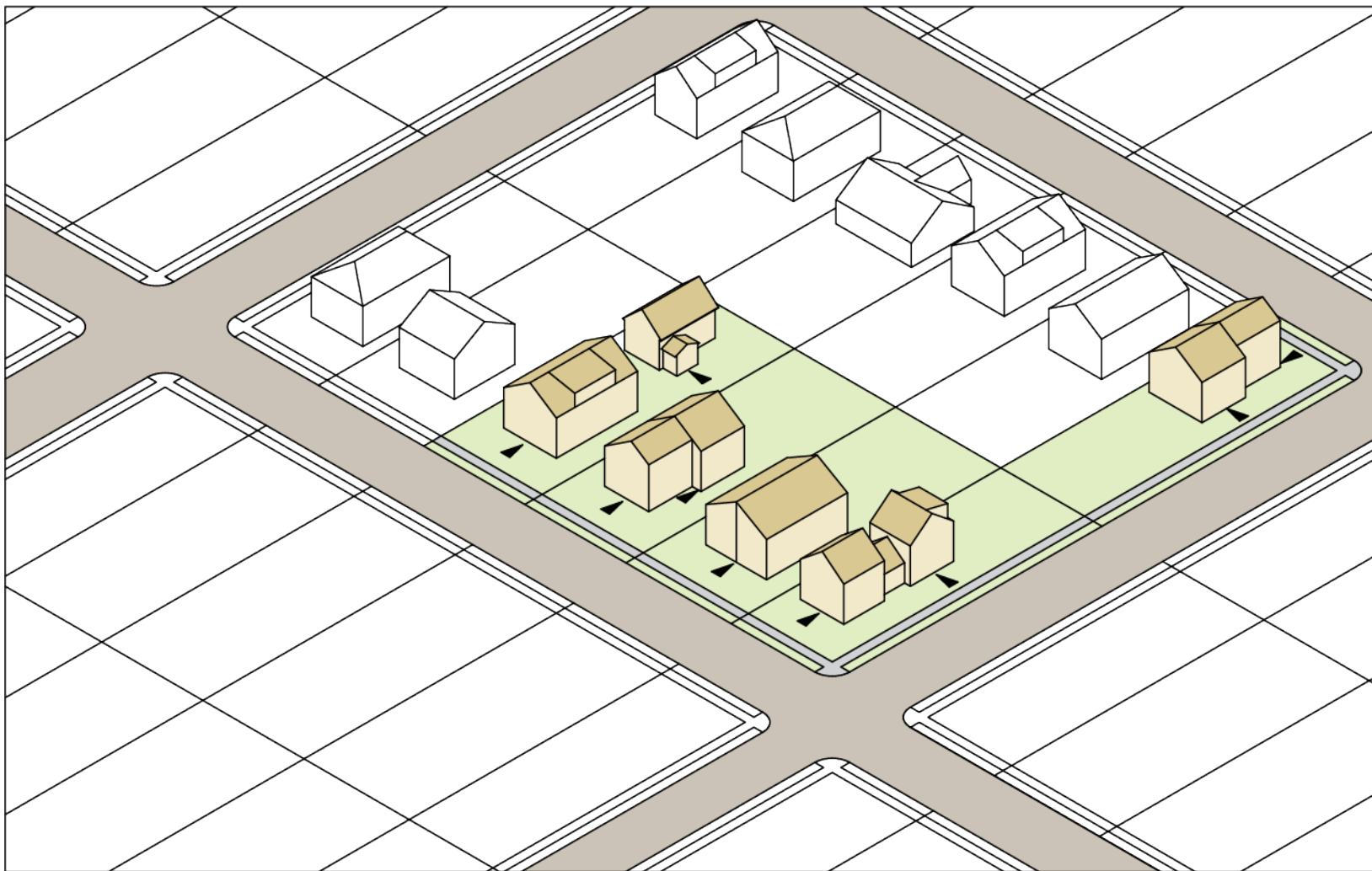
Cottage Housing - Standards

SMC 17C.110.350

- Height
 - Roof height: 30 feet (min. 6:12 slope)
 - Wall height: 20 feet
- Chain link fencing - exterior
- Design standards and guidelines
 - Aligned with other sections
 - Intended to protect character of established single-family areas



Infill Design Guidelines





Alternative Residential Subdivisions

- Rename from “*unit lot subdivisions*”
- Allow new development:
First subdivide, then build
- Align with pocket residential

SMC 17G.080.065



Public sidewalk



Internal sidewalk



Infill Code Revisions

Compact Lot Standards

- SMC 17C.110.200
- 17C.110.209

Pocket Residential Development

- 17C.110.360

Cottage Housing

- 17C.110.350

Alternative Residential Subdivisions

- 17G.080.065

SpokaneCity.org/projects > Infill Housing/Infill Development



Questions



Danielson Grove, Kirkland, WA

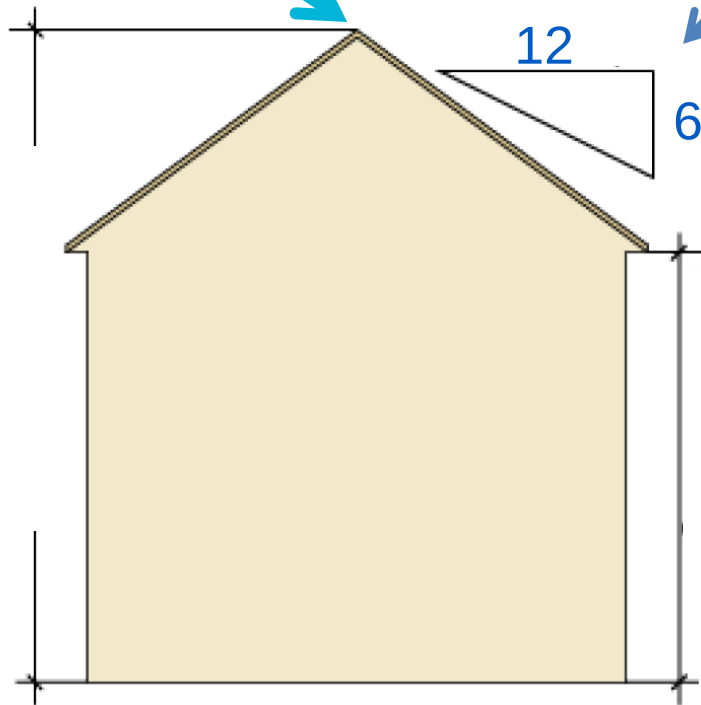
BONUS SLIDES



Cottage Housing - Height

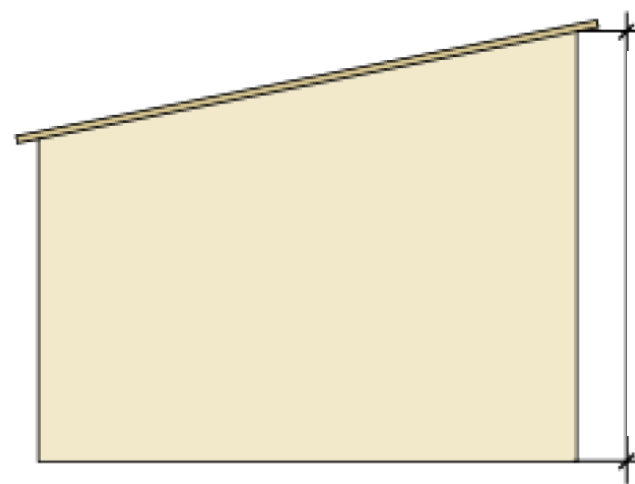
Max. Height of
Roof Ridge:

~~25~~ 30 ft.



Pitched Roof

Roof above 20 ft.
requires min.
6:12 slope



Shed-type Roof

Max. Wall
Height:
~~18~~ 20 ft.





Cottage Housing Site Development Standards - SMC 17C.110.350(D)

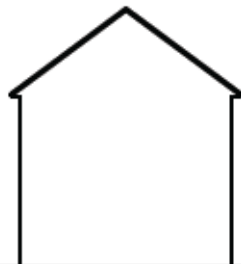
8. Fences.

- a. All fences on the interior of the development shall be no more than thirty-six inches in height.
- b. Fences along the exterior property lines are subject to the fence requirements of SMC 17C.110.230.
- c. Chain link ~~fences shall~~ fencing is not ~~be~~ allowed that is visible from and/or adjacent to the external project boundary. Chain link fencing must be painted or vinyl coated and all part must be a uniform dark matte color such as black or other dark color.

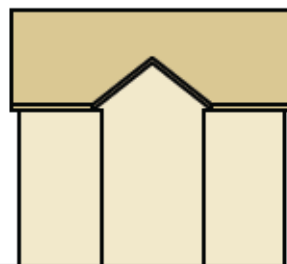


Infill Design Guidelines

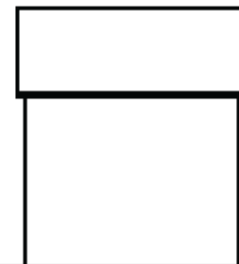
Peak Roof



Peak Roof



Peak Roof



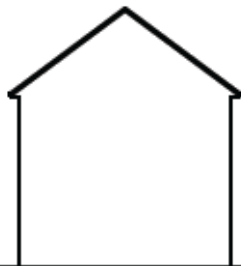
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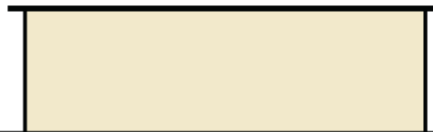
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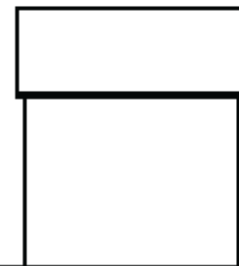
Peak Roof



Flat Roof



Peak Roof



Form:



Scale:



ISSUES AND CONCERNS

COTTAGE HOUSING, POCKET RESIDENTIAL, COMPACT LOT STANDARDS

Shared Concerns

- **Affordability.** To keep housing affordable in Spokane for every income level, housing development must keep pace with the growing population and be located near existing services. Additional housing in appropriate locations saves costs, increases travel options, and supports local businesses.
- **More efficient use of land.** Allowing infill development creates opportunities to address a growing housing shortage.
- **More housing choices.** Having more housing options available benefits the community and families as they grow and change. People will be able to find larger and smaller housing options within their own neighborhoods.
- **More efficient provision of services.** Allowing for development in close proximity to services decreases transportation demand, response time for police, fire and EMS, and infrastructure requirements for water, sewer, thus saving taxpayer dollars.

Frequent Issues and Questions

1. How do these code amendments impact neighborhood character?

- Design guidelines address the development's site arrangement, scale, building materials, landscaping, open spaces, and relationship to the street. They are the primary tool to ensure proposals are compatible in character with adjacent development.
- The proposed code amendments enhance the design guidelines for streamlined implementation and improved compatibility with the neighborhood (setbacks, development perimeter).
- In all cases, the housing types are limited to single-family or attached housing forms as already permitted within the RSF zone. The proposed amendments would allow for single-family ownership.
- In all cases where additional lots and cottage housing units are created, the neighborhood will be notified and the community will have the opportunity to comment to make new development well-designed and compatible.

2. What are parking requirements?

- Compact lots and pocket residential require the same minimum parking as other residential development: 1 space per unit plus 1 additional space for each bedroom after 3.

- The draft regulations increase parking minimum requirements for cottage housing units that have more than 2 bedrooms. There is no maximum for residential development.
- Existing code allows that if parallel parking is allowed on-street, each 20 linear feet of frontage adjacent to the parcel on the same side of the street reduces the required number by 1 space.

3. How large can homes be?

- All types of development are limited by lot coverage limitations of the zone.
- Maximum floor area for compact lots and pocket residential is the same as for most other types of development. No minimum floor area is specified for any type of development under the draft regulations.
- Cottage home size limits are proposed to be increased, from 1,000 to 1,200 square feet, and basements and attached garages will be removed from the calculation, providing additional floor area.
- Cottage housing has a slight bonus density (20-40% proposed); smaller living space per unit helps limit the number of occupants to offset the greater number of dwellings.
- The creation of smaller housing units may also assist with long-term affordability.

4. How will this change density?

- For compact lots and pocket residential, development is limited to the number of homes envisioned by the comprehensive plan.
- For cottage housing, while a 20 percent density bonus is allowed, with a proposed bonus of 40 percent if all units are less than 500 square feet, the development cannot exceed coverage limits. While smaller lots are permitted, the proposed amendment actually increases required common open space per unit.

5. How can I find out more?

- Contact [Nathan Gwinn](#) at 509-625-6893 or visit the project webpage: SpokaneCity.org/projects > Infill Housing Strategies/Infill Development

BRIEFING PAPER
City of Spokane
4100 Water & Hydroelectric Services
Urban Experience Committee
January 8, 2018

Subject

Site Lease Acknowledgement (SLA) contract amendment with American Tower Asset Sub, LLC (Woburn, MA) resulting in net annual base revenue of \$21,610.80.

Background

This amendment relates to Sprint telecommunications service in the Spokane area and shall have an initial term of five (5) years commencing on 1 May 2015. The SLA shall automatically renew for two (2) additional and successive five (5) year terms unless either party notifies the other in writing of its election not to renew at least one hundred twenty (120) days prior to the expiration of the current term. Rent shall increase three and a half percent (3.5%) over the rent paid during the previous year and on an annual basis thereafter.

The site location is as follows:

Parcel# 26344.0016 Riverside Park, WA – Albi Stadium

Impact

This agreement shall support telecommunications service for the citizens of Spokane and generate budgetary funds for City of Spokane Asset Management.

Action

Recommend approval.

Funding

All revenue from this agreement shall go to the Asset Management budget.

Sign Code Update

City Council Hearing

February 5, 2018

Project Background

- Two sets of proposed changes
 - Updates to SMC 17C.240 – Signs
 - Housekeeping updates to three other SMC sections related to signage standards
 - SMC 17A.020 – Definitions
 - SMC 17C.340 – Home Occupations
 - SMC 17C.370 - Existing Neighborhood Commercial Structures in Residential Zones

Project Background

- Updates to SMC 17C.240-Signs
- Limited Project Scope
 - Content Neutrality
 - Respond to City Council Moratorium
 - Staff Recommendations

Content Neutrality

- U.S. Supreme Court Decision
 - Reed v. Town of Gilbert (2015)
- Need to Read
- Focused on:
 - Intent and purpose statements
 - Exemptions and prohibitions
 - Temporary sign categories

Council Moratorium

- Emergency Ordinance 35490
 - Passed April 10, 2017
 - Extended October 9, 2017
 - Expires April 10, 2018
- Moratorium on the relocation of off-premise signs into areas having a Center and Corridor zoning designation or located in an historic district
- SMC 17C.240.250 (B)(2) Public Works Exception – allows existing billboards to relocate to accommodate a public works project

Staff Recommendations

- Nine docketed changes
 1. [SMC 17C.240.140 \(E & G\) – Sign Face Area](#)
 2. [SMC 17C.240.230 - Table 17C.240-2](#)
 3. [SMC 17C.240.240 \(G\)\(2\)– Grand Opening Displays](#)
 4. SMC 17C.240.240 (H)– Directional Signs
 5. SMC 17C.240.240 (J) - Electronic Message Center Signs, Table 17C.240-4
 6. SMC 17C.240.240 (D)– Signs Attached to Buildings or Structures
 7. SMC 17C.240.250 – Off Premises Signs
 8. SMC 17C.240.250 – Off Premises Signs
 9. [SMC 17C.240.290 – Bonus Allowance for Outstanding Design](#)
- Reorganization of sections

Proposed Changes

- Edits for grammar, organization and clarity
- Addition of intent statement*
- Rewrite of purpose statement*
- Addition of a definitions section
- Updated list of exemptions and prohibitions*
- Clarification on measuring sign face area*

Proposed Changes

- Reorganization of 17C.240.240 – Additional Standards in all Zones
 - Section 17C.240.240 Sign Placement and Location Restrictions
 - Section 17C.240.241 Building Mounted Wall Signs
 - Section 17C.240.242 Roof Mounted Signs
 - Section 17C.240.243 Freestanding Signs
 - Section 17C.240.244 Temporary Signs
 - Section 17C.240.245 Sandwich Board Signs
 - Section 17C.240.246 Community Banners
 - Section 17C.240.247 Electronic Message Centers

Proposed Changes

- “Rooftop” and “pitched roof” signs were combined into “roof mounted signs”
- Directional signs are allowed to use 25% of the sign area for a logo, image, or other copy
- Temporary sign categories were eliminated
 - New definition of temporary sign focusing on materials rather than time limitations
 - Regulations will be based on the property’s zoning category rather than sign type
 - Definition of abandoned temporary sign and language requiring their removal

Proposed Changes

- Sandwich board signs
 - Moved into a separate section
 - Expanded eligibility beyond businesses
 - Eliminated requirement to notify the City
 - Changed placement distance from entrance to building or location
- Community Banners
 - Moved into a separate section
 - Eliminated requirement that they be reviewed by the arts commission was removed

Proposed Changes

- Electronic Message Center Signs
 - Removed flashing sign column
 - Flashing signs are prohibited under 17C.240.070
 - Clarified EMC's not allowed in downtown zones
 - Supported by Downtown Plan
 - Clarified procedure for measuring brightness

Proposed Changes

- Off Premises Signs
 - Clarified which off-premises signs qualify as non conforming
 - Replaced outdoor advertising display with off-premises sign
 - Clarified the meaning of roadway
 - Restricted relocation of billboards to sites that:
 - Do not have center or corridor, Neighborhood Retail, or residential zoning designation
 - Are not located in an historic district
- Bonus Allowance for Outstanding Design section was replaced with Exception section

Updated Graphics

Primary Building Wall

FIGURE 1:
Primary and Secondary Building Walls

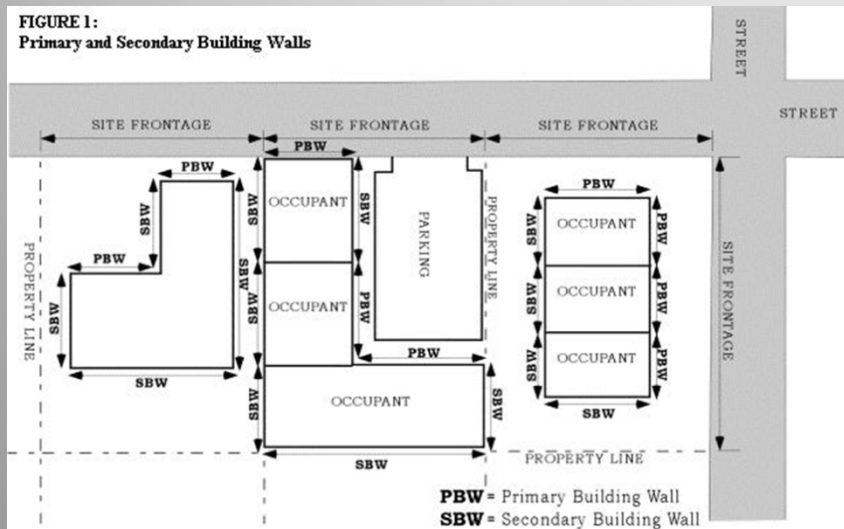
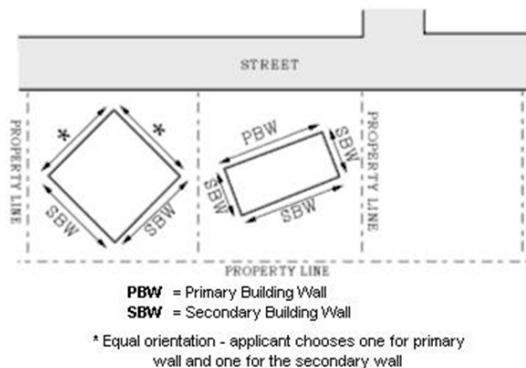
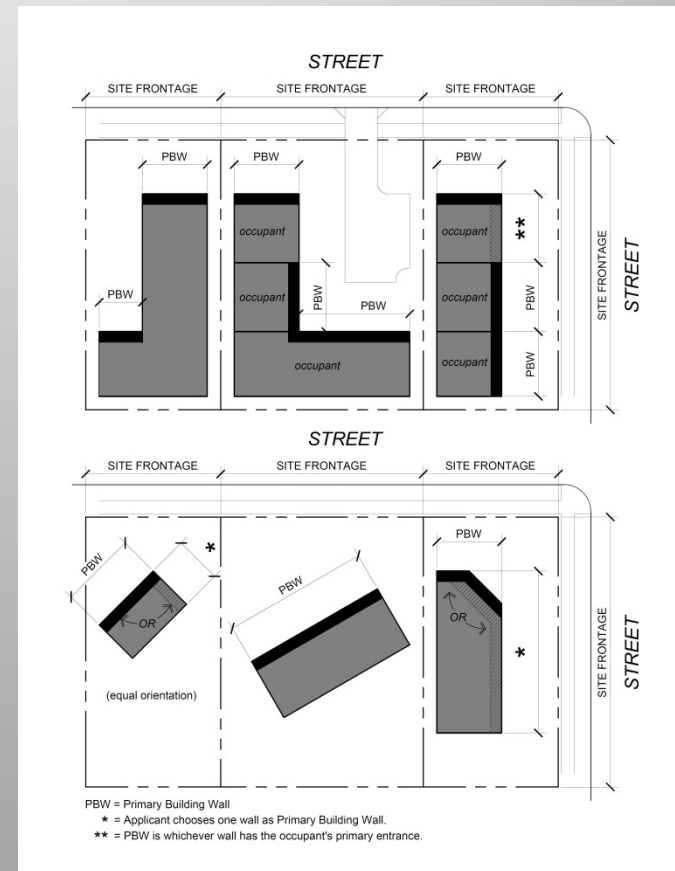


FIGURE 8a
Building Wall Orientation



Primary Building Wall



Updated Graphics

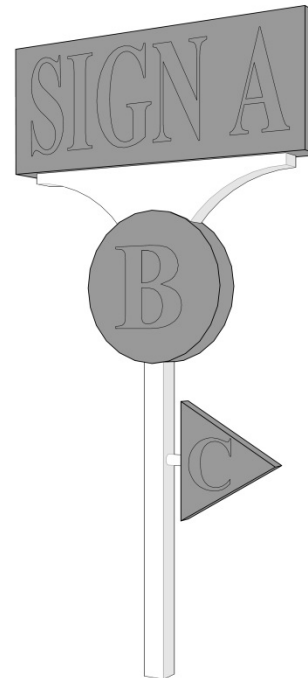
Multiple Cabinets

FIGURE 4
Sign Face Measurements



$$\text{Sign Face Area} = [D][E] + [F][G] + [H][I]$$

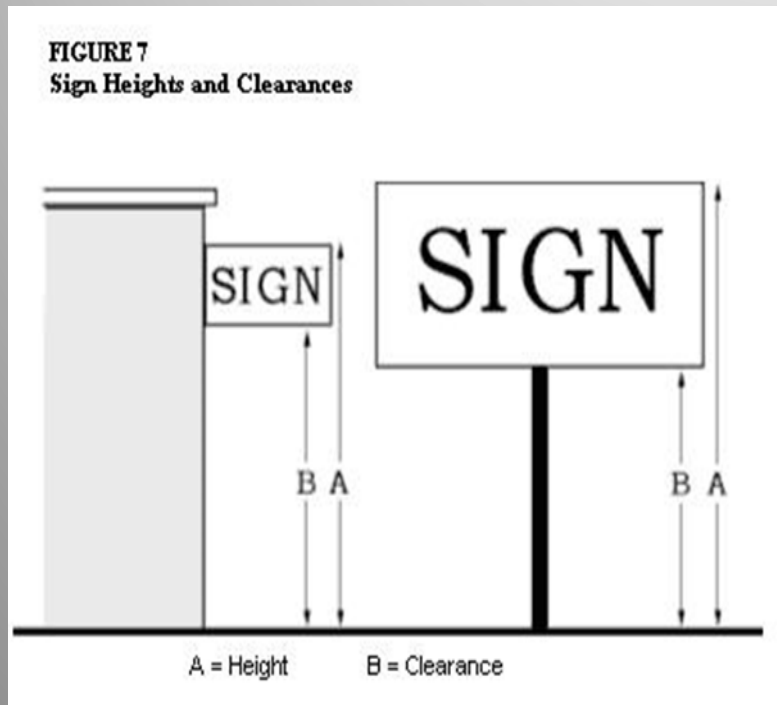
Multiple Cabinets



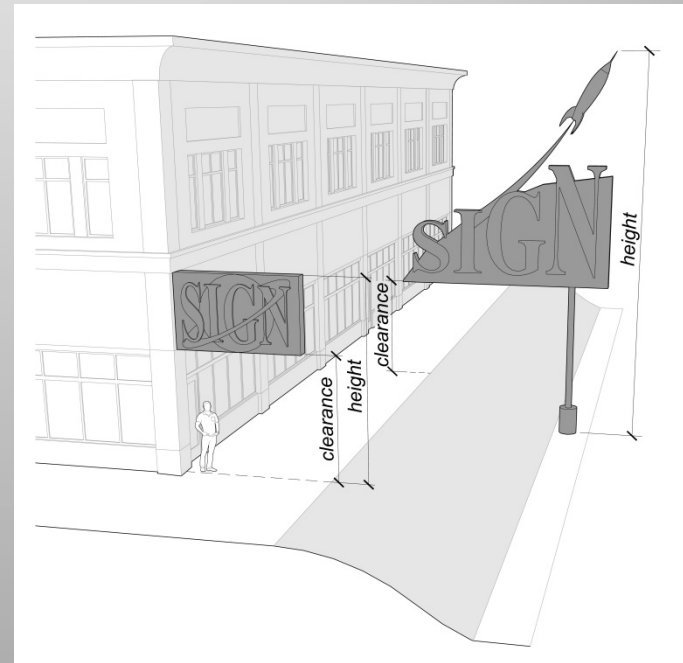
$$\begin{aligned} &(\text{Area of Cabinet A}) + \\ &(\text{Area of Cabinet B}) + \\ &(\text{Area of Cabinet C}) = \\ &\text{Sign Area} \end{aligned}$$

Updated Graphics

Sign Heights and Clearances



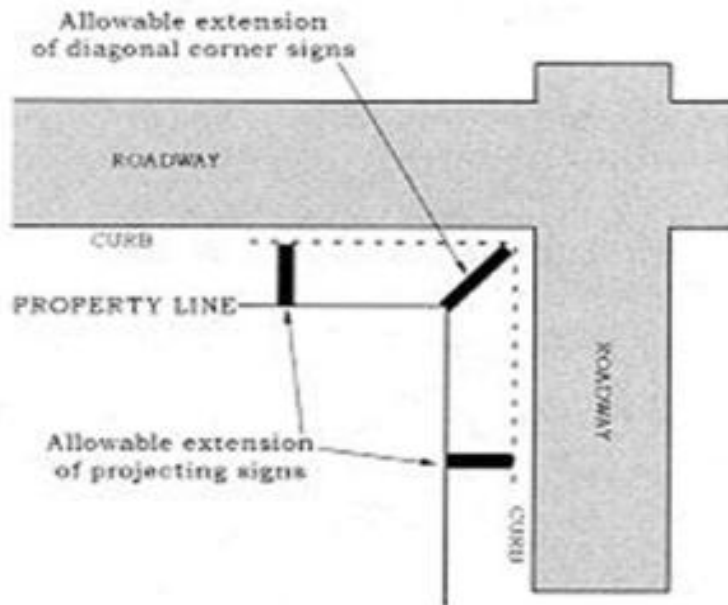
Sign Heights and Clearances



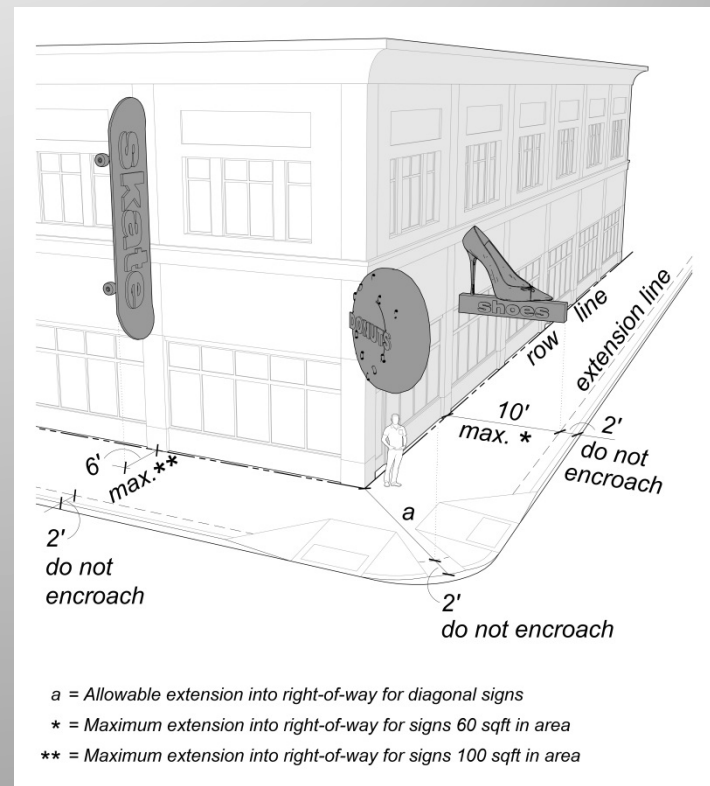
Updated Graphics

Diagonal Corner Signs

FIGURE 9
Diagonal Corner Signs

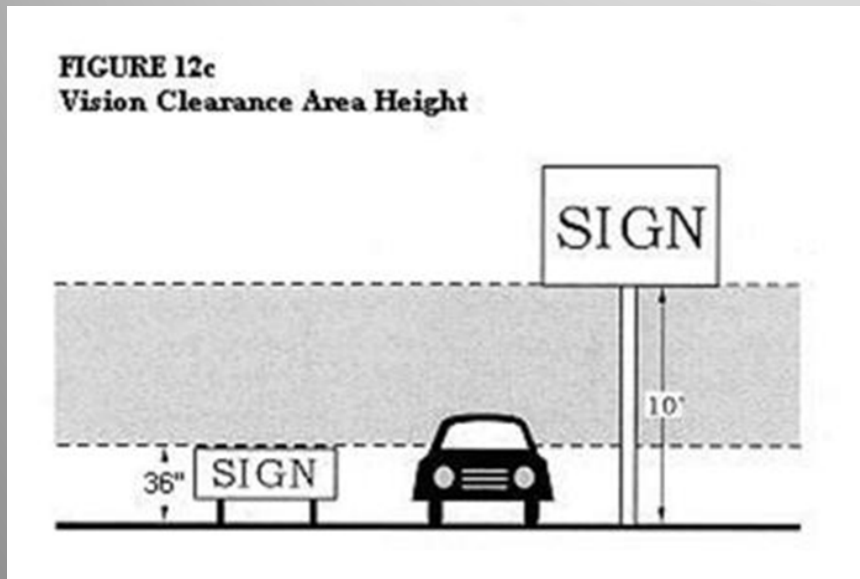


Signs Extending into the Right-of-Way

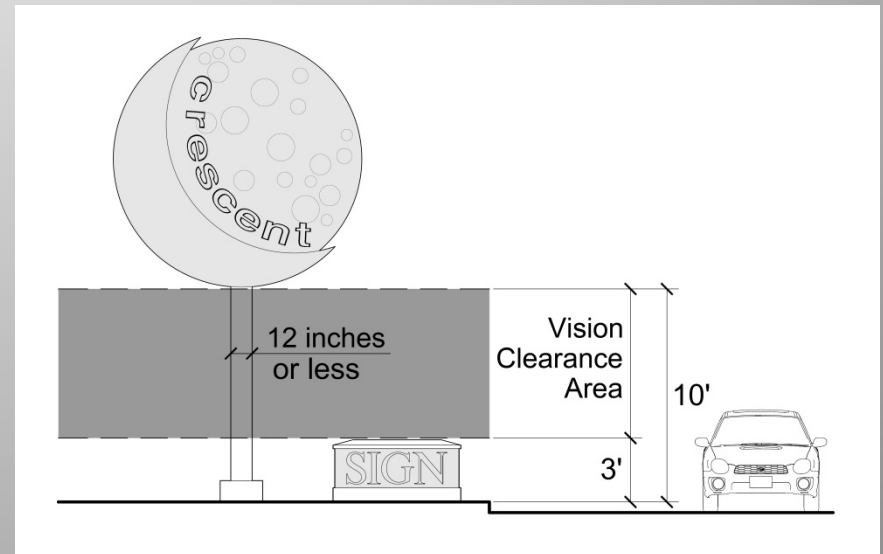


Updated Graphics

Vision Clearance Area

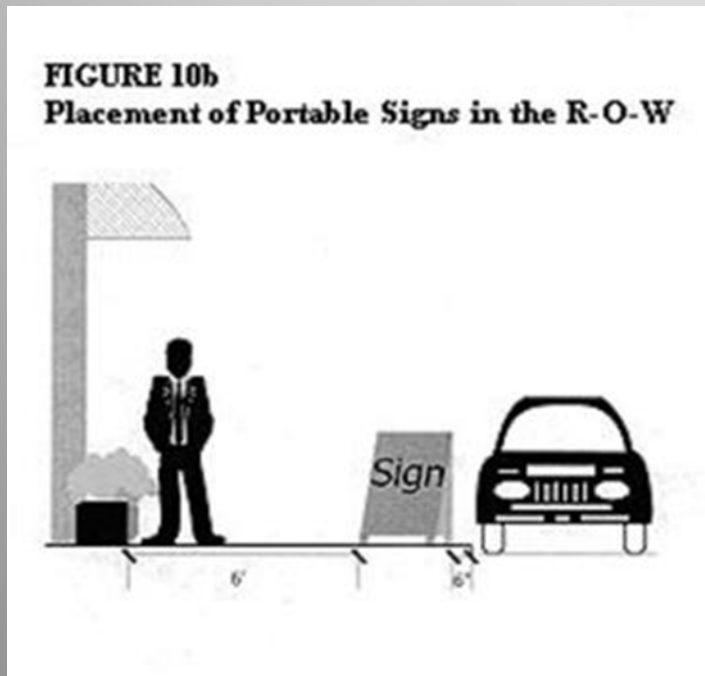


Vertical Clear View Zone

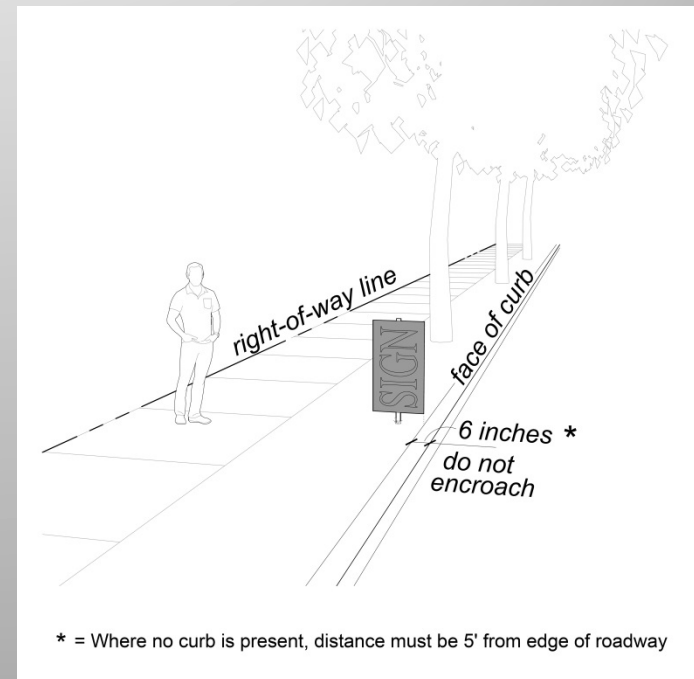


Updated Graphics

Placement of Portable Signs

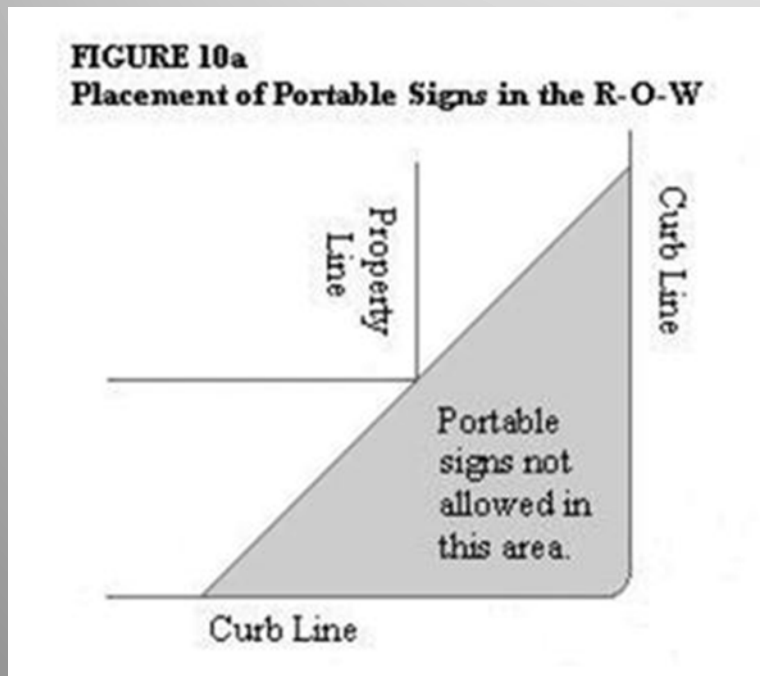


Placement of Temporary Signs

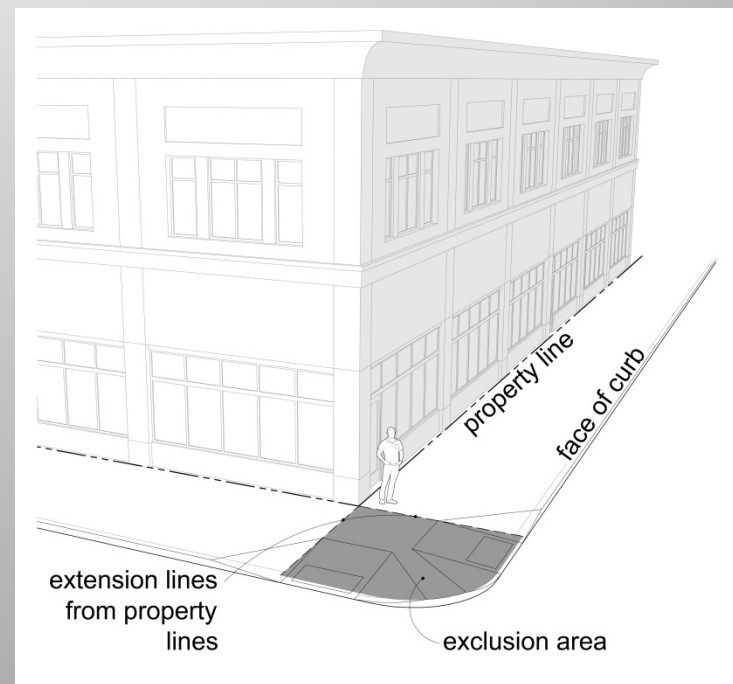


Updated Graphics

Placement of Portable Signs in the R-O-W



Exclusion Area



Plan Commission Changes

- 17C.240.250(B)(2)(d)
 - The ~~outdoor advertising display~~ off-premise sign shall be relocated along the same roadway it was removed from in the geographical vicinity and shall comply with the Scenic Vistas Act of 1971 (chapter 47.42 RCW and chapter 468-66 WAC) if located along a state highway. For purposes of this provision, “the same roadway” shall be construed to incorporate any parallel streets that function together with the actual street as a couplet.

Post Plan Commission Hearing Changes

- Section 17C.240.220 Standards in Residential Zones
 - Changed table title to include all residential and CA4 zones
 - Changed provision B. Sign Features to include all residential zones
 - Modified table to direct users to 17C.345.120 for signage standards related to mobile home parks

Post Plan Commission Hearing Changes

- Section 17C.240.230 Standards in Commercial and Industrial Zones
 - Added CA zones
 - Added a footnote directing people to 17C.350 for signage standards related to mini-storage facilities
- Section 17C.240.247 Electronic Message Center Signs
 - Added CA zones

Post Plan Commission Hearing Changes

- Section 17C.240.070 (G) Prohibitions
 - Changed the term “permanent” to “off-premises”
- Section 17C.240.240 Sign Placement and Location Restrictions
 - Included language that allows abandoned and other prohibited signs located in the ROW to be removed by public works without notice

Project Background

- Housekeeping updates
 - SMC 17A.020 – Definitions
 - Incorporates sign related definitions into the sign code chapter and provides a reference in the definitions chapter
 - SMC 17C.340 – Home Occupations
 - Replaces existing signage standard with a reference to the sign code chapter
 - SMC 17C.370 - Existing Neighborhood Commercial Structures in Residential Zones
 - Updates the existing reference from CC4 signage standards to those for commercial uses in residential zones.

Definitions

- 17A.020
- The current organization of sign related definitions can be confusing
 - Monument sign is listed under 17A.020.130 “M” Definitions
 - Flashing sign is listed under 17A.020.190 “S” Definitions as Sign – Flashing Sign
- All sign related definitions will be incorporated into the sign chapter and a link to that definition will be in 17A.020

Home Occupations

17C.340.110 Development Standards

- E. ~~There is no commercial advertising, except that there may be one non-illuminated sign, up to three square foot in area, bearing the name and occupation of the occupant, placed flat against the building~~
- E. The sign standards are stated in chapter 17C.240 SMC, Signs.

Section 17C.240.260 Additional Standards for Specific Uses

- C. Home Occupations.

Sites with home occupations must meet the sign regulations for household living.

Existing Neighborhood Commercial Structures

- SMC 17C.370.030(F)(11) specifies that existing neighborhood commercial structures in residential zones shall follow the signage standards for CC4 zones
- The signage standards in SMC 17C.240.150, Table 17C.240-1 ~~for the CC4 zones~~ shall apply.
~~Temporary outdoor signage is prohibited except that one sandwich board sign is permitted.~~ If ~~the~~ a sandwich board sign is erected in the public right-of-way it must be consistent with SMC 17C.240.~~240~~245.

Existing Neighborhood Commercial Structures

CC4 Signage Standards

- 1 sign attached to a building per site
- 1 monument sign per building.
 - Not allowed if there is wall or projecting sign
- 5 ft. height limit
- Allowed sign types: Fascia, Awning, Marquee, Pitched Roof, Painted Wall, Projecting, Freestanding

Residential Standards

- 1 sign per building
- 10 ft. height limit
- Allowed sign types: Fascia, Painted Wall, Freestanding

Public Outreach

- Work Group
 - Members included: Community Assembly Rep, Plan Commission Rep, Real Estate Rep, Sign Code Industry Rep, Staff
- Met four times July-August
- Agenda Topics Included
 - Purpose and Intent Statement
 - Prohibitions and Exemptions
 - Off-Premises Signs
 - Bonus Allowance for Outstanding Design
 - Temporary Signs
 - Current Planning Changes

Public Outreach

- Project webpage - July
- Work group – July-August
- Billboard focus group – September 5
- Website
 - Blog
 - Virtual Open House - September 12-14
 - Chat with a planner - September 12 & 14
 - Facebook Live - September 13
- Newspaper article
- Community Assembly Land Use Committee presentation – September 21
- Plan Commission Public Hearings on October 11, 2017 and December 13, 2017

Available off-street parking as of August 16, 2017: 176 available spaces for lease



 - Parking leases available  - Parking facility wait-listed/full/tenants only

	Facility Name	Rate/mo	Spaces Available
1	Library Garage	\$147	12
2	RPS Garage	\$175	Wait listed
3	Parkrite Lot	\$120	4
4	Liberty Building lot	\$120	5
5	Grand Hotel Garage	\$140*	75
6	Parkade	\$130	20
7	618 W Riverside Garage	\$175	Tenants only
8	SRBC Garage	\$125	Wait listed
9	Rookery Block lot	\$160	20
10	WTB Building Garage	\$129	Tenants only
11	Bank of America Building Garage	\$145	Tenants only
12	City Ramp	\$120	Full
13	Davenport Hotel Garage	\$140	Wait listed
14	Steam Plant lot	\$151	40
15	Wells-Fargo Building Garage	TBD	Tenants only

* Groups of 20 or more can be negotiated for lower rate.

Available off-street parking as of January 5, 2018: 211 available spaces for lease



	Facility Name	Rate/month	Spaces Available
1	Library Garage	\$187	5
2	RPS Garage	\$175	Wait listed
3	Parkrite Lot	\$134	Wait listed
4	Liberty Building lot	\$135	Wait listed
5	Grand Hotel Garage	\$140*	150
6	Parkade	\$150	Wait listed
7	618 W Riverside Garage	\$175	Tenants only
8	SRBC Garage	\$125	Wait listed
9	Rookery Block lot	\$170	20
10	WTB Bldg. Garage	\$129	Tenants only
11	Bank of America Bldg Garage	\$145	Tenants only
12	City Ramp	\$120	Full
13	Davenport Hotel Garage	\$140	Wait listed
14	Steam Plant lot	\$140	Wait listed
15	Wells-Fargo Building Garage	\$150	Tenants only
16	Main Ave lot	\$134	10
17	US Bank bldg. lot	-	Daily parking
18	Dania furniture lot	\$177	Full
19	Hutton bldg. lot	\$163	8
20	Stevens lot	\$100	18

* Groups of 20 or more can be negotiated for lower rate.

How have other regional cities addressed downtown parking deficits?



Missoula Parking Commission (MPC)



Central City Development Corporation (CCDC), Boise



City of Coeur d'Alene

MPC: Operates 3 garages, 3 parking lots, and on-street parking,
CCDC: Operates 7 garages
City of CdA: Operates 1 garage with 1 in development

- Leases available
- Like a utility, they were built to foster economic development, rather for than profitability
- Funded from tax increment finance
- Facilitate POV access to downtown core

Briefing Paper

Public Infrastructure, Environment, and Sustainability

Division & Department:	Business and Neighborhood Services – Neighborhood Services, Code Enforcement and Parking Services
Subject:	Downtown Parking Plan and Strategy
Date:	12-21-17
Author (email & phone):	Heather Trautman, htrautman@spokanecity.org , 625-6854
City Council Sponsor:	N/A
Executive Sponsor:	Jonathan Mallahan or Heather Trautman
Committee(s) Impacted:	Urban Development
Type of Agenda item:	X Consent ☐ Discussion ☐ Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	Shaping Spokane Policies: ED 1.1 Economic Development Programs Support and participate in regional economic development planning with the public and private sectors. ED 1.3 Economic Development Progress Work with regional jurisdictions, community economic development organizations, the educational community, the business sector, neighborhood organizations, and citizens to periodically review the city's economic vitality and revise plans as needed. ED 6.1 Infrastructure Projects Promote infrastructure projects that enhance the city's quality of life and business climate. ED 6.2 Public Investment in Designated Areas Use capital facility funds to promote economic vitality in those areas designated for economic development or mixed-use. TR GOAL B: PROVIDE TRANSPORTATION CHOICES Meet mobility needs by providing facilities for transportation options – including walking, bicycling, public transportation, private vehicles, and other choices. TR GOAL C: ACCOMMODATE ACCESS TO DAILY NEEDS AND PRIORITY DESTINATIONS Promote land use patterns and construct transportation facilities and other urban features that advance Spokane's quality of life. TR GOAL D: PROMOTE ECONOMIC OPPORTUNITY Implement projects that support and facilitate economic vitality and opportunity in support of the city's land use plan objectives. TR GOAL F: ENHANCE PUBLIC HEALTH & SAFETY Promote healthy communities by providing and maintaining a safe transportation system with viable active mode options that provides for the needs of all travelers, particularly the most vulnerable users. TR 18 Parking Develop and administer vehicle parking policies that appropriately manage the demand for parking based upon the urban context desired. ED 2.4 Mixed-Use Support mixed-use development that brings employment, shopping, and residential activities into shared locations that stimulate opportunities for economic activity.
Strategic Initiative:	Growth Targeted Areas- Invest in business centers and key neighborhoods for local and regional growth.
Deadline:	January 10, 2018 for Council Consent Agenda submission
Outcome: (deliverables, delivery duties, milestones to meet)	Contract for professional services to develop a 6-year parking and strategy plan for on-street parking in the Downtown.
Background/History:	Proposed contract award to Nelson Nygard for the Downtown Parking and

Strategy Plan for \$187,636.00 as the lowest bid for RFP #4389-17.

Executive Summary:

- *Comprehensive plan for the Downtown parking system and the development of 6-year strategy for management of the parking system.*
- *RFP Scope and consultant selection included participation by the City of Spokane PAC (Parking Advisory Committee) and DSP (Downtown Spokane Partnership)*
- *RFP #4389-17 with two responsive bids – Rick Williams Parking Consultants and Nelson Nygard. Nelson Nygard was lowest bidder and recommended by the RFP Committee for the contract award*
- *The Parking Plan and Strategy will be completed in twelve months and include: on-street and off-street inventory of parking; rate structure, time stays, special parking zones (commercial, pick/drop off), multi-model systems and impacts, ADA compliance; zoning code assessment and land use analysis; technology analysis; parking operations, enforcement and IT; public participation plan survey, open house, focus groups, stakeholder interviews; parking utilization and turnover; growth scenarios and user profiles; management strategies; financial analysis; implementation plan and strategies including funding and phasing; and data will include GIS based mapping of facilities.*

Budget Impact:

Approved in current year budget? ☐ Yes X No – Encumbered from 2017 Funds

Annual/Reoccurring expenditure? ☐ Yes X No

If new, specify funding source:

Other budget impacts: (revenue generating, match requirements, etc.)

Operations Impact:

Consistent with current operations/policy? X Yes ☐ No

Requires change in current operations/policy? ☐ Yes X No

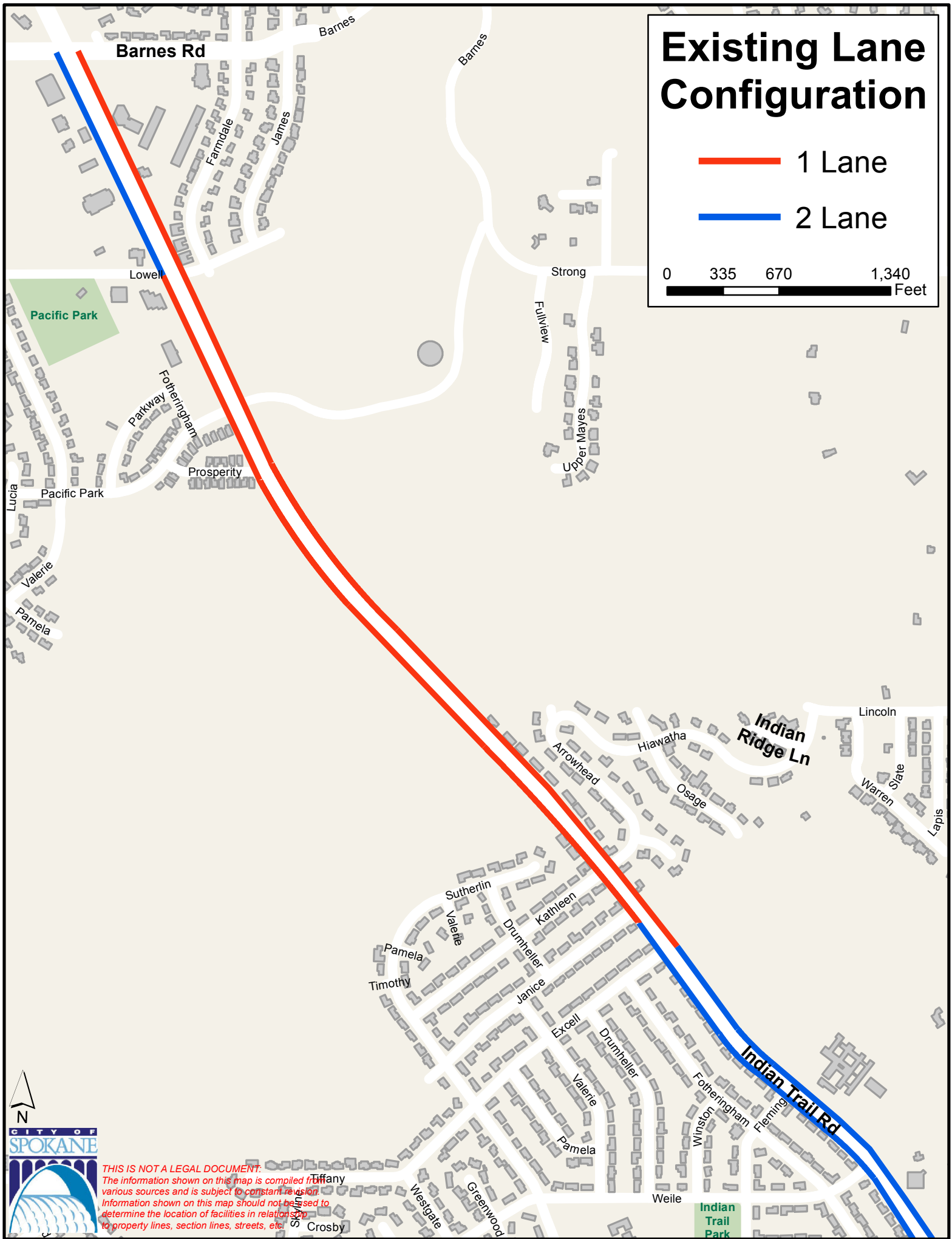
Specify changes required:

Known challenges/barriers:

Existing Lane Configuration

- 1 Lane
- 2 Lane

0 335 670 1,340 Feet



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.

Briefing Paper Urban Experience

Division & Department:	Public Works, Engineering Services
Subject:	On Call Geotechnical Engineering Consultants
Date:	1-8-18
Author (email & phone):	Dan Buller (dbuller@spokanecity.org , 625-6391)
City Council Sponsor:	
Executive Sponsor:	Scott Simmons
Committee(s) Impacted:	Urban Experience
Type of Agenda item:	☒ Consent ☐ Discussion ☐ Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	
Strategic Initiative:	
Deadline:	
Outcome: (deliverables, delivery duties, milestones to meet)	Award to consultant
Background/History: Engineering Services has “on-call” agreements with various engineering firms for specialized engineering services (structural, geotech, surveying, etc.) associated with various city public works projects as needed. Those firms are selected on the basis of qualifications as required by RCW 39. These agreements generally last from 2-3 years after which time Engineering Services re-advertises a “request for qualifications”, a process that we just went through in November, 2017 for geotechnical engineers and surveyors.	
Executive Summary: • Three firms submitted statements of qualifications in response to our request for qualifications • A review committee ranked the firms by qualifications as required by RCW 39 • Two firms were selected: Budinger & Associates (of Spokane) and GeoEngineers (of Spokane) • Budinger & Associates was ranked #1. Engineering Services proposes a \$1.2M contract with Budinger over two years with an optional 3rd year. This amount is based on a forecast of geotechnical needs over the next 2-3 years. • GeoEngineers was ranked #2. Engineering Services proposes a \$400,000 contract with GeoEngineers over two years with an optional 3rd year. This amount is based on a forecast of geotechnical needs over the next 2-3 years. • Costs incurred under the proposed contracts are paid as part of each public works project for which the consultant is used.	
Budget Impact: Approved in current year budget? ☒ Yes ☐ No Annual/Reoccurring expenditure? ☐ Yes ☒ No If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.)	
Operations Impact: Consistent with current operations/policy? ☒ Yes ☐ No Requires change in current operations/policy? ☐ Yes ☐ No Specify changes required: Known challenges/barriers:	

Briefing Paper

Urban Development Committee

Division & Department:	Public Works, Integrated Capital Management
Subject:	Next Level of Treatment – GMP 5, Contract Amendment OPR 2015-0834
Date:	12/11/17 – For Committee Review 1/8/18
Author (email & phone):	Lonnie Moon x4661
City Council Sponsor:	Breann Beggs
Executive Sponsor:	Scott Simmons
Committee(s) Impacted:	N/A – Typical review through PIES committee
Type of Agenda item:	☒ Consent ☐ Discussion ☐ Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	This contract amendment is for work that is in accordance with the Cleaner River Faster initiative. Project is in the Citywide Capital Plan.
Strategic Initiative:	Cleaner River Faster
Deadline:	N/A
Outcome: (deliverables, delivery duties, milestones to meet)	See contract documents attached. This GMP component is for excavation, shoring, dewatering, and base slab concrete.

Background/History:

Following the Value Engineering and Constructability Review of Phase 1 of the NLT Program, it was determined to be in the City of Spokane and the region's best interests to spread the project by advancing those components which could be accelerated; and deferring those components that were appropriate for later construction. This strategy is benefitting the NLT project by mitigating severe on-site congestion from multiple contracts in 2017 and 2018. It is also mitigating the regional demand on local resources for concrete supply; apprentice candidates; and contractor availability. Leveling the NLT packages facilitates more competition; and more competitive bidding.

GMP Amendment #5 is the first component for construction of Phase 2 work. Work in this package includes shoring, dewatering, excavation, and construction of the 4-foot base slab of the 1 acre Membrane Facility.

GMPs to date are:

Pre-Construction, was finalized on 6/8/2016 for \$2,597,471

GMP #2, was finalized on 7/27/2016 for \$13,442,406

GMP #3, was finalized on 7/27/2016 for \$25,273,493

GMP #4, was finalized on 6/14/2017 for \$43,779,131

GMP #5, for \$12,130,677 will be finalized upon passage of this Amendment

- Upon passage of this Amendment, the total contract value to date will be \$97,223,178

All of these component costs are as anticipated in the NLT, TMDL, and Integrated Clean Water Plan budgets, to date.

This is the fifth AIA 133-2009 Exhibit A Amendment following Council's approval of MWH-Slayden JV's Base Services and Preconstruction Services Contract.

Executive Summary:

This is GMP Component 5 of the Next Level of Treatment contract with MWH Constructors. There are an anticipated 7 total components expected to be under contract by September of 2018, at which point the project GMP will be established. The project is currently tracking on schedule and on budget. This work has been expected in the original scope of the contract, initially executed for Preconstruction services in October of 2015.

This package includes:

- *Excavation*
- *Shoring*
- *Dewatering*
- *Base Slab Concrete*
- *See attached contract documents for more detail.*

Requested Action:

1. Approve the scope of services outlined in AIA Document A133-2009 Exhibit A (GMP #5) in the amount of **\$9,859,421** plus Allowances of \$749,418 and Sales Tax of \$ 944,187 (totaling **\$11,553,026**) with MWH Constructors & Slayden Construction Group, a Joint Venture (MWH-Slayden JV) of Bellevue Washington.
2. Approving the City of Spokane Administrative Reserve of 5%, or **\$577,651**, for a total budget commitment of **\$12,130,677**, to be committed from the budget code 4340-43387-94000-56501-14322.

Budget Impact:

Approved in current year budget? ☒ Yes ☐ No
Annual/Reoccurring expenditure? ☐ Yes ☒ No

If new, specify funding source: Additional funds allocated from 4340 and 4250, as per Capital Program
Other budget impacts: N/A

This will continue the construction phase of the NLT project. The project is on schedule and on budget. Contract Values added to the total program budget for this scope of work are as follows:

- Component Amendment Value to Contractor: \$11,553,026
- Administrative Reserve (5%): \$577,651
- Total Budget Impact: \$12,130,677

GMP Amendment # 5 SUMMARY		
Cost of Work Subcontracted		\$1,398,829
Cost of Work Self Performed		\$3,102,152
Cost of Work (Other)		\$1,865,784
plus Negotiated Support Services		\$1,668,304
plus Pro-rated Specified General Conditions		\$1,200,101
Subtotal to apply 3.65% GCCM Fee		\$9,235,170
GCCM Fee	3.65%	\$ 337,084
Subtotal with GCCM Fee		\$9,572,254
GCCM Contingency at 3% of COW	3.00%	\$ 287,168
Subtotal with GCCM Contingency		\$9,859,421
Allowances		\$ 749,418
Subtotal with Allowances		\$10,608,839
Washington State Sales Tax	8.90%	\$ 944,187
Total GMP Amendment # 5		\$11,553,026
Administrative Reserve of 5%	5.00%	\$ 577,651
Grand Total		\$12,130,677

Operations Impact:

Consistent with current operations/policy? ☒ Yes ☐ No

Requires change in current operations/policy? ☐ Yes ☒ No

Specify changes required: N/A

Known challenges/barriers: N/A

Briefing Paper

Urban Experience Committee

Division & Department:	Human Resources
Subject:	Additional funds to Attorney Greg Kane contract
Date:	January 4, 2018
Contact (email & phone):	Christine Cavanaugh, ccavanaugh@spokanecity.org ; 625-6383
City Council Sponsor:	
Executive Sponsor:	
Committee(s) Impacted:	Finance Committee
Type of Agenda item:	☒ Consent ☐ Discussion ☐ Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	Budget
Strategic Initiative:	Sustainable Resources
Deadline:	
Outcome: (deliverables, delivery duties, milestones to meet)	Effective representation of City interests in Workers Compensation claims being adjudicated.
Background/History: This is a request to add \$100,000 to the current contract with Attorney Greg Kane. At a Council briefing in February 2016 I requested funds I believed would be sufficient to close out the old Workers Compensation claims that had been mismanaged. As we have begun working through these claims EVERY claimant has retained counsel, which has driven the need to retain Mr. Kane more than was anticipated. At the time of the first briefing 11 of the 33 old claims had been resolved and closed. (Details Attached). Since that time another 9 claims have been resolved and closed. There are another 13 claims at different stages of adjudication. 11 of those 13 are near settlement and closure.	
Executive Summary: 20 of 33 old workers compensation claims have been closed since October 2014 - Exposure Estimate on those closed claims was \$5,598,843. The cost of the litigated issues was \$1,174,732; the attorney cost on those claims is \$144,097 - Exposure Estimate on the remaining 13 claims is \$3,988,000. - Retention of Mr. Kane in the ongoing adjudication will provide the continuity needed	
Budget Impact: Approved in current year budget? ☐ Yes ☐ No ☐ N/A Annual/Reoccurring expenditure? ☐ Yes ☐ No ☐ N/A If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.)	
Operations Impact: Consistent with current operations/policy? ☐ Yes ☐ No ☐ N/A	

Requires change in current operations/policy?

☐

Yes

☐

No

☐

N/A

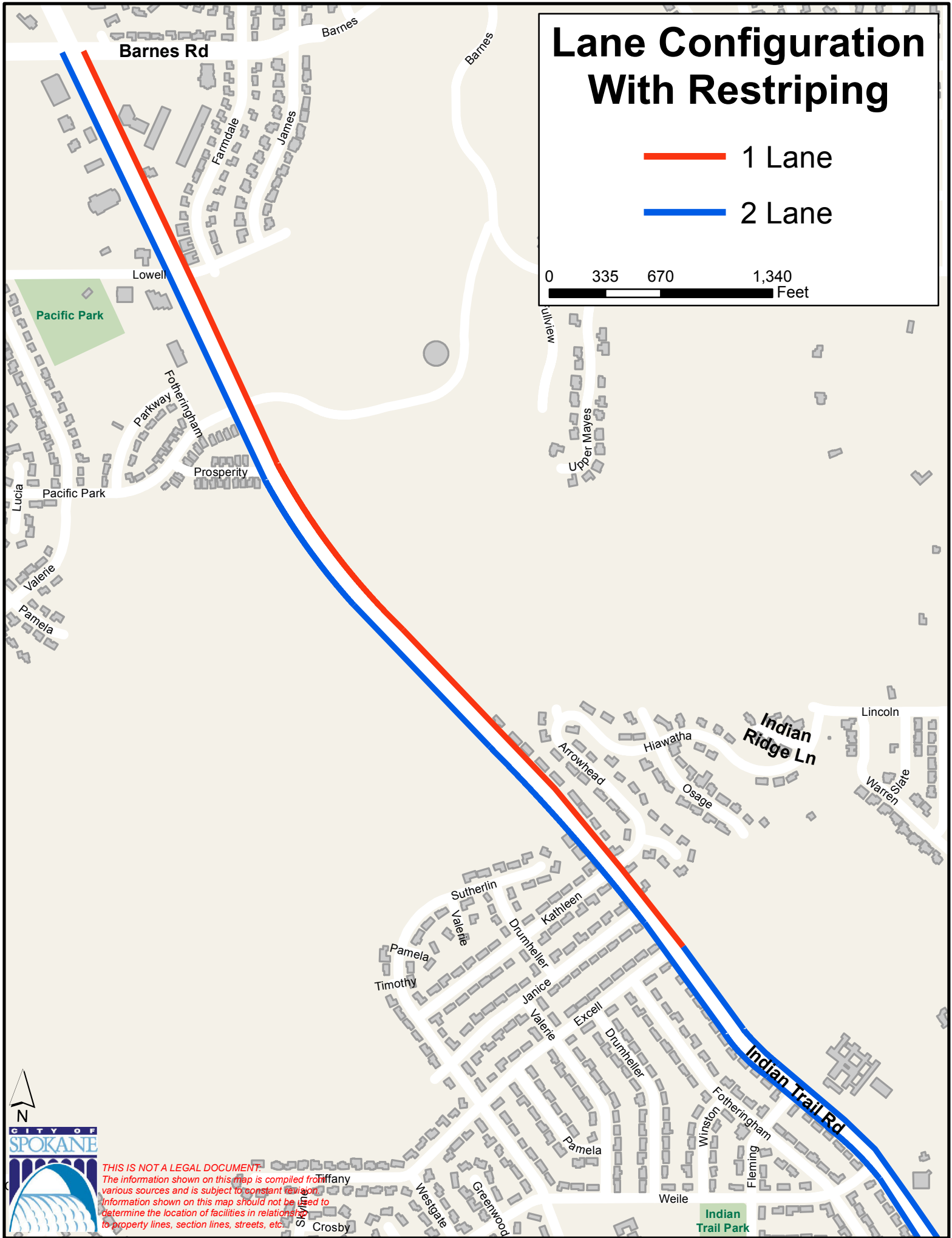
Specify changes required:

Known challenges/barriers:

Lane Configuration With Restriping

- 1 Lane
- 2 Lane

0 335 670 1,340 Feet



Briefing Paper

Public Infrastructure, Environment, and Sustainability

Division & Department:	Neighborhood and Business Services – Office of Neighborhood Services, Code Enforcement and Parking Services
Subject:	Mobile Pay by Phone Services and E-Permitting
Date:	12-21-17
Author (email & phone):	Heather Trautman, 625-6854, htrautman@spokanecity.org
City Council Sponsor:	
Executive Sponsor:	Jonathan Mallahan or Heather Trautman
Committee(s) Impacted:	Urban Development
Type of Agenda item:	X Consent ☐ Discussion ☐ Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	TR GOAL C: ACCOMMODATE ACCESS TO DAILY NEEDS AND PRIORITY DESTINATIONS Promote land use patterns and construct transportation facilities and other urban features that advance Spokane’s quality of life. TR GOAL D: PROMOTE ECONOMIC OPPORTUNITY Implement projects that support and facilitate economic vitality and opportunity in support of the city’s land use plan objectives. TR 12 Prioritize & Integrate Investments Prioritize investments based on the adopted goals and priorities outlined in the comprehensive plan. TR 18 Parking Develop and administer vehicle parking policies that appropriately manage the demand for parking based upon the urban context desired. ED 2.4 Mixed-Use Support mixed-use development that brings employment, shopping, and residential activities into shared locations that stimulate opportunities for economic activity.
Strategic Initiative:	Growth Targeted Areas- Invest in business centers and key neighborhoods for local and regional growth.
Deadline:	January 10, 2018 for Council Consent Agenda submission
Outcome: (deliverables, delivery duties, milestones to meet)	Contract for services to provide a mobile pay by phone platform allowing usage of all 3,600 meters through credit card payment and providing e-permits for the parking system.
Background/History: Proposed contract award to Passport Parking Services, LLC for providing mobile pay by phone services and e-permit system for on-street parking. The mobile pay by phone system was the lowest bid under RFP#4312-17 for an annual cost of \$24,200.00 in fees and would allow for an estimated \$300,000.00 in revenue to the parking system as credit card charges, and reduces the amount of coin needing to be collected from meters.	
Executive Summary: - Current agreement from April to present for mobile payment services for on-street parking was a pilot during the RFP process. Current usage is about 6% of the parking system utilizes mobile pay for parking. - RFP #4317-17 issued with 8 proposals received by the City of Spokane - Passport Parking, LLC was lowest bidder and met the City requirements including using the City’s merchant of record and providing gateway services which reduces the costs for the convenience of usage. Passport was recommended by the RFP Committee for the contract	

award.

- *Passport Parking is currently providing services under the Pilot program, there would not be any 'down' time for this contract to be implemented.*
- *Passport Parking provides additional programs including an e-permit paperless permit program for on-street parking that operates in conjunction with the mobile pay by phone system for an additional cost.*
- *The e-permit system decreases the cost to the Parking Program from \$12.50 per permit to \$.85 per permit per month(for the first 1,000) to go from an 'in-house' system to internet based. Currently 438 permits residential permits are issued per month by the City.*
- *The e-permit system creates additional customer convenience by allowing for the option of tenant application for permits (currently only landlords can apply for permits)*
- *The e-permit system creates additional convenience for customers by having the option for a employee/employer parking permits for on –street.*

Budget Impact:

Approved in current year budget? X Yes ☐ No

Annual/Reoccurring expenditure? X Yes ☐ No

If new, specify funding source:

Other budget impacts: (revenue generating, match requirements, etc.)

Operations Impact:

Consistent with current operations/policy? X Yes ☐ No

Requires change in current operations/policy? X Yes ☐ No

Specify changes required: Moving from city issues to paperless permits through the internet

Known challenges/barriers:

ORDINANCE NO. C1

An ordinance relating to sign standards amending SMC 17C.240.010, 17C.240.060, 17C.240.070, 17C.240.090, 17C.240.120, 17C.240.130, 17C.240.140, 17C.240.150, 17C.240.180, 17C.240.220, 17C.240.230, 17C.240.240, 17C.240.250, 17C.240.260, 17C.240.270, 17C.240.280; adopting new sections 17C.240.015, 17C.240.025, 17C.240.241, 17C.240.242, 17C.240.243, 17C.240.244, 17C.240.245, 17C.240.246, 17C.240.247, 17C.240.310 to chapter 17C.240; repealing SMC 17C.240.020, 17C.240.080, 17C.240.100, 17C.240.160, 17C.240.190, 17C.240.200, 17C.240.290, and 17C.240.300 to title 17C of the Spokane Municipal Code and setting and effective date.

WHEREAS, on April 10, 2017 the City Council adopted Ordinance No. C35490, imposing an immediate, six-month moratorium on the relocation of off-premises signs into areas of Spokane having a center and corridor zoning designation; setting a public hearing; and declaring an emergency; and

WHEREAS, on May 22, 2017 the City Council held a public hearing on Ordinance No. C35490, received a staff report, presentation by the proponents and opponents of the moratorium, heard public testimony, adopted findings of fact, extended the moratorium for a an additional six months and set an expiration date of November 22; and

WHEREAS, on October 9, 2017 the City Council adopted Ordinance No. C35555, heard public testimony, and extended the moratorium for an additional six months and set an expiration date of April 10, 2018; and

WHEREAS, during the moratorium, Planning Department staff conducted workshops with the Plan Commission and City Council to discuss revisions to the City's sign regulations to (i) address the concerns that prompted the Council's adoption of the moratorium and (ii) to meet the guidelines set forth in the U.S. Supreme Court's opinion in *Reed v. Gilbert*, 135 S. Ct. 2218, 192 L.Ed.2d 236 (2015) and other applicable law (the "Sign Code Update"); and

WHEREAS, during the moratorium, Planning Department staff also worked with a group of stakeholder to obtain technical and professional feedback on the proposed Sign Code Update. The group included representatives from the Community Assembly; the City Plan Commission; the Spokane Association of Realtors; and the sign code industry. The group prepared a recommendation and has had the opportunity to review and comment on the proposed Sign Code Update; and

WHEREAS, the Plan Commission held workshops on proposed Sign Code Update on June 14, 2017, September 13, 2017, and September 27, 2017, and a public hearing on October 11, 2017; and

WHEREAS, based on written and verbal testimony that is a part of the record and is summarized in the City Plan Commission Recommendation, Findings and Conclusions adopted on October 25, 2017, the Plan Commission unanimously recommended that the City Council adopt the proposed Sign Code Update; and

WHEREAS, on September 26, 2017, the responsible official issued a determination of non-significance (DNS) under SEPA (Chapter 43.21C RCW) relating to the Sign Code Update and notice of said DNS was published in the Spokesman Review on September 27, and October 4, 2017.

WHEREAS, the City complied with RCW 36.70A.370 in processing the Sign Code Update.

WHEREAS, in adopting the Sign Code Update, it is the intent of the City Council to make the City's sign regulations easier to understand and for the City to enforce; and

WHEREAS, the Sign Code Update will promote and accomplish the goals, policies and objectives of the City's Comprehensive Plan and Zoning Code; and

WHEREAS, the Sign Code Update provides minimum standards in order to safeguard life, health, property and public welfare, and promote traffic safety by following the established design standards, including quality of materials, construction, illumination, size, location and maintenance of sign and sign structures; and

WHEREAS, by adopting the Sign Code Update, the City Council intends to insure that the City's sign regulations recognize free speech rights by regulating signs in a content-neutral manner; and

WHEREAS, the standards in the Sign Code Update will promote the free flow of traffic and protect pedestrians and motorists from injury and property damage caused by, or which may be fully or partially attributable to, cluttered, distracting and/or illegible signage; and

WHEREAS, these standards protect the beauty of the City's built environment by encouraging signs that are compatible with the architectural style, characteristics and scale of the building to which it may be attached, and to encourage signs that are compatible with adjacent buildings and businesses; and

WHEREAS, these standards protect property values, the local economy, and the quality of life by preserving and enhancing the appearance of the streetscape; and

WHEREAS, these standards provide consistent sign design standards; and

WHEREAS, these standards encourage creative and innovative approaches to signage, and signs that are of a quality design, pleasing in appearance and are appropriate in size, materials and illumination to the surrounding neighborhood; and

WHEREAS, these standards provide an improved visual environment for the citizens of and visitors to the City; and

WHEREAS, these standards adopt clear, understandable regulations which enable the fair and consistent enforcement of this Chapter;

NOW, THEREFORE,

The City of Spokane does ordain:

Section 1. That SMC Section 17C.240.010 is amended to read as follows:

17C.240.010 ((Purpose)) Intent and Purpose

~~((These regulations balance the need to protect the public safety and welfare; the need for a well-maintained and attractive community; and the need for adequate identification, communication, and advertising. The regulations for signs have the following specific objectives:~~

- ~~A. To ensure that signs and awnings are designed, constructed, installed, and maintained according to minimum standards to safeguard life, health, property, and public welfare.~~
- ~~-~~
- ~~B. To allow and promote positive conditions for sign communication while at the same time avoiding nuisances to nearby properties.~~
- ~~-~~
- ~~C. To reflect and support the desired character and development patterns of the various zones, overlay zones, and promote an attractive environment.~~
- ~~-~~
- ~~D. To allow for adequate and effective signs in residential, commercial, and industrial zones while preventing signs from dominating the appearance of the area.~~
- ~~-~~
- ~~E. To ensure that the constitutionally guaranteed right of free speech is protected; and~~
- ~~-~~
- ~~F. To avoid the visual clutter that is potentially harmful to traffic and pedestrian safety, property values, business opportunities, and the community's appearance.~~

~~The regulations allow for a variety of sign types and sizes for a site. The provisions do not ensure or provide for every property or business owner's desired level of visibility for the signs. The sign standards are intended to allow signs to have adequate visibility from streets and rights of way that abut a site, but not necessarily to streets and rights of way farther away.))~~

- A. Signs have a strong visual impact on the character and quality of the community. As a prominent part of the scenery, they attract or repel the viewing public, affect the safety of vehicular traffic, and their suitability or appropriateness helps to set the tone for the neighborhood. The City relies upon its scenery and physical beauty to attract commerce, aesthetic considerations assume economic value. It is the intent of the City, through this Chapter, to protect and enhance the City's historic and residential character and its economic base through the provision of appropriate and aesthetic signage. In addition, it is the intent of the City to limit the size, type and location of signs in order to minimize their distracting effect on drivers and thereby improve traffic safety. The City seeks to balance the need for the protection of public health, safety, welfare and community aesthetics, with the desire to protect the freedom of speech, and prevent discrimination in the application of free speech principles and tenets through the use of content-neutral regulations.
- B. The purpose of this Chapter is to promote the public health, safety and welfare through a comprehensive system of reasonable, effective, consistent, content-neutral and nondiscriminatory sign standards and requirements. This Chapter has also been adopted to:
 - 1. Promote and accomplish the goals, policies and objectives of the City's Comprehensive Plan and Zoning Code;
 - 2. To provide minimum standards in order to safeguard life, health, property and public welfare, and promote traffic safety by following the established design standards,

- including quality of materials, construction, illumination, size, location and maintenance of sign and sign structures;
3. Recognize free speech rights by regulating signs in a content-neutral manner;
 4. Promote the free flow of traffic and protect pedestrians and motorists from injury and property damage caused by, or which may be fully or partially attributable to, cluttered, distracting and/or illegible signage;
 5. Protect the beauty of the City's built environment by encouraging signs that are compatible with the architectural style, characteristics and scale of the building to which it may be attached, and to encourage signs that are compatible with adjacent buildings and businesses;
 6. Protect property values, the local economy, and the quality of life by preserving and enhancing the appearance of the streetscape;
 7. Provide consistent sign design standards;
 8. Encourage creative and innovative approaches to signage, and signs that are of a quality design, pleasing in appearance and are appropriate in size, materials and illumination to the surrounding neighborhood;
 9. Provide an improved visual environment for the citizens of and visitors to the City; and
 10. Adopt clear, understandable regulations which enable the fair and consistent enforcement of this Chapter.

Section 2. That there is adopted a new section 17C.240.015 to chapter 17C.240 of the Spokane Municipal Code to read as follows:

Section 17C.240.015 Definitions

"A" Definitions

Abandoned Temporary Sign.

A temporary sign that, because of the passage of time, has faded, peeled, cracked or otherwise become deteriorated or dilapidated, or is no longer affixed to the ground, or is missing the sign face, or otherwise meets the definition of litter set forth in SMC 10.08.010.

Abandoned Sign Structure.

A sign structure where no sign has been in place for a continuous period of at least six months.

Alter

To change the copy, color, size, shape, illumination, position, location, construction or supporting structure of a sign, not including ordinary maintenance.

Animated Sign.

A sign that uses movement, by either natural or mechanical means, to depict action to create a special effect or scene.

"B" Definitions

Backed Sign.

A sign where the faces of the sign are parallel or within twenty degrees of parallel to each other.

Balloon Sign.

A sign that is blown up with air or gas.

Banner.

A sign made of fabric or other similar non-rigid material with no enclosing framework or electrical components that is supported or anchored on two or more edges or at all four corners. Banners also include non-rigid signs anchored along one edge, or two corners, with weights installed that reduce the reaction of the sign to wind.

"C" Definitions

Clear View Triangle.
See SMC 17A.020.030

Community Banner.

A temporary banner made of sturdy cloth or vinyl that is not commercial advertising that has the purpose of the promotion of a civic event, public service announcement, holiday decorations, or similar community and cultural interests and is placed on a structure located in the public right-of-way, subject to procedures authorized by city administrator.

Copy.

Letters, characters, illustrations, logos, graphics, symbols, writing, or any combination thereof designed to communicate information of any kind, or to advertise, announce or identify a person, entity, business, business product, or to advertise the sale, rental, or lease of premises.

"D" Definitions

Directional Sign.

A sign exclusively limited to guiding the circulation of motorists or pedestrians on the site.

Director

See SMC 17A.020.040

"E" Definitions

Electric Sign.

Any sign containing electrical wiring, lighting, or other electrical components, but not including signs illuminated by a detached exterior light source.

Electronic Message Center Sign.

An on-premises sign capable of displaying words, symbols, figures, or images that can be electronically or mechanically changed by remote or automatic means including signs using a video display method.

"F" Definitions

Facade.

See SMC 17A.020.060(A).

Fascia Sign.

A single-faced sign attached flush to a building or other structure or a sign consisting of light projected onto a building or other structure. Fascia signs do not include signs that are attached to or projected onto structures defined as sign structures by this chapter.

Flag.

A sign made of fabric or other similar non-rigid material supported or anchored along only one edge or supported or anchored at only two corners. If any dimension of the flag is more than three times

Comment [KL1]: At the Plan Commission hearing on the actual sign code amendments, the definition was for "façade" was included in this section. However, when drafting the amendments to SMC 17A in the sign-related code amendments, it was determined that this definition should stay in SMC 17A, with a reference in this section, as the definition for "façade" has broader applicability in the development code than just signs.

as long as any other dimension, it is classified and regulated as a banner regardless of how it is anchored or supported.

Flashing Sign.

- a. A pattern of changing light illumination where the sign illumination alternates suddenly between fully illuminated and fully non-illuminated in a strobe-like fashion for the purpose of drawing attention to the sign.
- b. Time and temperature signs are excluded from this definition.
- c. For the purpose of this title, electronic message centers consistent with the standards of SMC 17C.240.240 shall not be considered flashing signs

Freestanding Sign.

A sign on a frame, pole, or other support structure that is not attached to any building.

"I" Definitions

Illuminated Wall Highlights

See SMC 17A.020.090

Interpretive Signs.

A sign that identifies historic buildings or sites where important events occurred or which serve educational, cultural, historical, or scientific purposes.

"M" Definitions

Marquee Sign.

A sign incorporated into or attached to a marquee or permanent canopy.

Monument Sign.

A freestanding sign where the base of the sign structure is on the ground or a maximum of twelve inches above the lowest point of the ground adjacent to the sign. The width of the top of the sign structure can be no more than one hundred twenty percent of the width of the base.

MUTCD.

See SMC 17A.020.130

"N" Definitions

Nonconforming Sign.

A sign that was created and issued a permit in conformance with development regulations, but which subsequently, due to a change in the zone or land use regulations, is no longer in conformance with the current applicable development standards.

"O" Definitions

Off-premises Sign.

A sign relating, through its message and content, to a business activity, use, product, or service not available on the premises upon which the sign is erected.

"P" Definitions

Painted Wall Highlights.

Painted areas that highlight a building's architectural or structural features and that do not convey a message or image.

Painted Wall Sign.

A sign applied to a building wall with paint or a thin layer of vinyl, paper, or similar material adhered directly to the building surface and that has no sign structure.

Pedestrian-Scaled Signs

Permanent, first-floor, exterior signs designed and placed to address pedestrian traffic; may be mounted flush with or projecting from a column, building wall, awning or transom.

Permanent Sign.

Any sign not classified as a temporary sign.

Projecting Sign.

A sign attached to and projecting out from a building face or wall, generally at right angles to the building. Projecting signs include signs that are totally in the right-of-way, partially in the right-of-way, or fully on private property.

"R" Definitions

Right-of-way

See SMC 17A.020.180

Roadway

See SMC 17A.020.180

Roof Line.

The top edge of a roof or building parapet, whichever is higher, excluding any cupolas, chimneys, or other projections.

Roof mounted sign.

A sign which has a point of attachment to the roof or mansard of a building. Architectural projections, including mechanical equipment screens, above any parapet or roof line whose sole function is a background for signs shall be considered a sign structure. A sign on such an architectural projection shall be considered a roof sign.

"S" Definitions

Sandwich Board Sign.

A self-supporting A-shaped freestanding temporary sign with only two visible sides that are situated adjacent to a business, typically on a sidewalk.

Sign.

- d. Materials placed or constructed or light projected, but not including any lawful display of merchandise, that:
 - i. Conveys a message or image, and
 - ii. Is used to inform or attract the attention of the public
- e. Some examples of signs are materials or lights meeting the definition of the preceding sentence and which are commonly referred to as signs, placards, A-boards, posters, murals, diagrams, banners, flags, or projected slides, images, or holograms.

- f. The scope of the term sign does not depend on the content of the message or image conveyed.

Sign Face.

The portion of a sign which contains lettering, logo, trademark, or other graphic representations.
(See SMC 17C.240.110, Sign Face Area.)

Sign Maintenance.

Normal care needed to keep a sign functional, such as cleaning, painting, oiling, and changing of light bulbs.

Sign Repair.

Fixing or replacement of broken or worn parts. Replacement includes comparable materials only. Repairs may be made with the sign in position or with the sign removed.

Sign Structure.

A structure specifically intended for supporting or containing a sign.

Special Event Sign.

A temporary sign used to announce a circus, a carnival, festivals, or other similar events.

Structural Alteration.

1. Modification of a sign, sign structure, or awning that affects size, shape, height, or sign location.
2. Changes in structural materials; or
3. Replacement of electrical components with other than comparable materials.
4. The replacement of wood parts with metal parts, the replacement of incandescent bulbs with light emitting diodes (LED), or the addition of electronic elements to a non-electrified sign would all be structural alterations.
5. Structural alteration does not include ordinary maintenance or repair, repainting an existing sign surface, including changes of message or image, exchanging painted and pasted or glued materials on painted wall signs, or exchanging display panels of a sign through release and closing of clips or other brackets.

“T” Definitions

Temporary sign (which may include special event sign)

Any sign that is used temporarily and is not permanently mounted, painted or otherwise affixed, including any poster, banner, pennants, placard, stake sign or sign not placed in the ground with concrete or other means to provide permanent support, stability and rot prevention. Temporary signs do not include off-premise signs, as defined in this chapter. Temporary signs may only be made of non-durable materials including, but not limited to, paper, corrugated board, flexible, bendable or foldable plastics, foamcore board, vinyl canvas or vinyl mesh products of less than 20 oz. fabric, vinyl canvas and vinyl mesh products without polymeric plasticizers and signs painted or drawn with water soluble paints or chalks. Signs made of any other materials shall be considered permanent and are subject to the permanent sign regulations of this Chapter.

Section 3. That SMC Section 17C.240.020 entitled “Where These Regulations Apply” is repealed.

Section 4. That there is adopted a new section 17C.240.025 to chapter 17C.240 of the Spokane Municipal Code to read as follows:

Section 17C.240.025 Applicability and Interpretations

- A. This Chapter applies to all signs as defined in Section 17C.240.015 (Definitions), within the City which are visible or audible from any street, sidewalk or public place, regardless of the type or nature.
- B. This Chapter is not intended to, and shall not be interpreted to, restrict speech on the basis of its content, viewpoint, or message. Any classification of sign authorized in this chapter for commercial purposes shall be interpreted to also be permitted for non-commercial purposes. No part of this Chapter shall be construed to favor commercial speech over non-commercial speech. To the extent that any provision of this Chapter is ambiguous, the term shall be interpreted not to regulate speech on the basis of the content of the message.
- C. Substitution Clause.
Notwithstanding anything herein to the contrary, noncommercial copy may be substituted for commercial copy on any lawful sign structure.
- D. Severability
If a section, subsection, paragraph, sentence, clause, or phrase of this chapter is declared unconstitutional or invalid for any reason, the decision shall not affect the validity of the remaining portions of this chapter.

Section 5. That SMC Section 17C.240.060 is amended to read as follows:

Section 17C.240.060 Exemptions

The following signs ~~((do not require))~~ are exempt from a sign permit (unless otherwise noted)~~((,)).~~
~~((nor shall the area and number of such signs be included in the area and number of signs permitted for any site or use))~~ The area and number of such signs shall not be included in the area and number of signs permitted for any site or use, however, all other relevant requirements of this chapter shall apply. This shall not be construed as relieving the owner of the sign from the responsibility of its erection and maintenance and its compliance with the provisions of this chapter or any other law or ordinance.

- A. ~~((The flag, emblem, or insignia of a nation or other governmental unit or nonprofit organization subject to the guidelines concerning their use set forth by the government or organization which they represent.))~~ Flags. Any flags, provided that they conform to all provisions of this chapter for signs. Freestanding ((Flagpoles)) flagpoles require a ((sign))building permit for structural review.
- B. Memorial signs or tablets, names of buildings, stained glass windows, and dates of erection when cut into the surface or the facade of the building or when projecting not more than two inches.
- C. ~~((Traffic or other municipal signs, signs required by law or emergency, railroad crossing signs, legal notices, and any temporary signs as are authorized under policy approved by the city council.))~~ Governmental signs. Signs installed by the City, County, or a federal or State governmental agency for the protection of the public health, safety and general welfare, including, but not limited to, the following:
 - 1. Emergency and warning signs necessary for public safety or civil defense;
 - 2. Traffic and/or wayfinding signs erected and maintained by an authorized public agency;
 - 3. Signs required to be displayed by law;

4. Signs showing the location of public facilities including public and private hospitals and emergency medical services; and
 5. Any sign, posting, notice, or similar sign placed by or required by a governmental agency in carrying out its responsibility to protect the public health, safety and general welfare.
- D. Signs of public utility companies indicating danger or which serve as an aid to public safety or which show the location of underground facilities ~~((or of public telephones))~~.
- E. Flush-mounted wall signs, used to identify the name and address of the occupant for each dwelling provided the sign does not exceed two square feet in sign area.
- F. ~~((Signs located in the interior of any building or within an enclosed lobby or court of any building or group of buildings, which signs are designed and located to be viewed exclusively by patrons of such use or uses.))~~ Non-visible signs. Signs not visible beyond the boundaries of the lot or parcel upon which they are located, or from any public right-of-way. Such freestanding signs require a building permit for structural review.
- ~~((G. Decorations, such signs in the nature of a decoration, clearly incidental and customary and commonly associated with any national, local or religious holiday.))~~
- G. Changes to the face or copy of changeable copy signs, digital signs, electronic messaging signs, provided such changes do not change the material or appearance of the sign as originally permitted by the City.
- ~~((H. Painting, repainting, or cleaning of an advertising structure or the changing of the advertising copy of message thereon shall not be considered an erection or alteration which requires a sign permit unless a structural change is made.))~~
- H. The normal repair and maintenance, (painting, repainting, cleaning) of conforming or legal nonconforming signs that does not involve structural alteration of the sign or supporting structure.
- I. Sculptures, fountains, mosaics, murals, public art and design features which do not ~~((incorporate advertising or identification))~~ otherwise constitute a sign.
- J. "No trespassing," "no dumping," "no parking," "private" signs identifying essential public needs (i.e., restrooms, entrance, exit, telephone, etc.) and other informational warning signs, which shall not exceed three square feet in surface area.
- ~~((K. Directional signs erected by the City on arterial streets directing the public to public, civic, or nonprofit facilities. Such signs shall be erected at the discretion of the director of public works and shall be subject to City design guidelines. In addition, with the approval of the design review board, the director of public works may allow the erection of directional signs as are necessary to designate commercial areas or significant tourist sites within the City.))~~
- ~~((L.))~~ K. Publicly approved non-illuminated interpretive signs, or historical signs, or tablets displayed by a public, educational non-profit agency, or private development pursuant to ((SMC 17E.060.830 and SMC 17E.060.840)) SMC 17E.060.820 through SMC 17E.060.840, strictly for the purpose of informing or educating the public.
- ~~((M.))~~ L. Illuminated wall highlights that do not contain words, logos, or corporate images.

M. Interior signs. Signs or displays located entirely inside of a building and located at least three (3) feet away from transparent doors and windows.

N. Temporary signs (provided they comply with 17C.240.244, Temporary Signs).

Section 6. That SMC Section 17C.240.070 is amended to read as follows:

Section 17C.240.070 Prohibitions

The following are prohibited and existing ones must be removed:

- A. ~~((Signs containing strobe lights.))~~ Flashing signs or lights. A sign that contains an intermittent or flashing light source, or a sign that includes the illusion of intermittent or flashing light by means of animation, or an externally mounted intermittent light source, except as consistent with the standards contained in Table 17C.240-4.
- B. Abandoned signs and abandoned sign structures.
- C. Signs placed on or painted on a motor vehicle or trailer parked with the primary purpose of providing signs not otherwise allowed by the code.
- D. Permanent balloon signs.

~~((E. Temporary signs (except as provided for in SMC 17C.240.240(G), Temporary Signs).))~~

E. Hazardous signs. Any sign that is dangerous or confusing to motorists on the public right-of-way, including any sign which by its color, wording, design, location or illumination resembles, conflicts, imitates or interferes with the effectiveness of any official traffic control device or which otherwise impedes the safe and efficient flow of traffic.

~~F. Signs that imitate or resemble official traffic lights, signs or signals or signs that interfere with the effectiveness of any official traffic light, sign, or signal.))~~

~~((G.))~~E. Signs which are located upon or projecting over public streets, sidewalks, or rights of way except as provided for awnings and marquees in SMC 17F.040.140, ((and)) sandwich board signs in ((SMC 17C.240.240(G)(9) and)) SMC17C.240.220, signs extending into the right-of-way allowed in ((SMC 17C.240.240(G)) SMC17C.240.180(B), and temporary signs in SMC 17C.240.244 (E).

~~((H.))~~G. Off premises signs (except as ((provided for in SMC 17C.240.240(G), Temporary Signs, such as real estate signs and community banners; SMC 12.02.0755, Signs Permitted in Conjunction With Bus Bench Signs, and SMC 17C.240.250, Off premises Signs)) expressly allowed in other sections of this chapter). No off-premises sign shall be located on a vacant lot, parcel or easement. No off-premises sign shall be located on a lot, parcel or easement as the principal use of that lot, parcel or easement. Signs may only be established as an accessory use to a principally permitted use.

~~((I. Strings of banners, pennants, and other graffiti-like material with advertising copy except grand opening displays and special event signs as allowed in SMC 17C.240.240(G).))~~

~~((J-))~~H. Signs erected, constructed or structurally altered that are required to have a permit that were erected, constructed, or altered without a permit.

~~((K-))~~I. Except as otherwise allowed under this chapter or other ordinances, laws, or regulations of the City of Spokane, ((#)) it shall be unlawful for any person, except a public officer or employee in the performance of his public duty, to affix, post, paint, nail, fasten, place, or locate any sign, card, banner, handbill, poster, ((or advertising)) advertisement or notice of any kind, or cause the same to be done, ((upon public streets, highways, public right of way or any publicly owned or maintained property within the City of Spokane, or)) upon any City owned or maintained structure located in the public right of way, including but not limited to, any building, curbstone, traffic control device, street sign, utility pole, hydrant, fence, lamp post, guardrail, tree or shrubbery or any other structure situated within any such areas or to affix the same to a wire or appurtenance thereof((, except as may be authorized by the ordinances, laws, or regulations of the City of Spokane, the State of Washington or the United States)). City-owned or maintained structures include, but are not limited to, bridges, overpasses, street medians, retaining walls, fences, street furniture, and shelters, among other structures located upon public streets, highways, public right-of-way or other public property. ((The prohibition contained herein shall not apply to political campaign signs which are permitted pursuant to the regulations set forth in SMC 17C.240.240(C)(6).))

~~((L- Flashing signs.))~~

J. No sign may impede free ingress and egress from any door, window or exit way required by building and/or fire code regulations.

Section 7. That SMC Section 17C.240.080 entitled "General Rules for Reading and Applying the Code Language" is repealed.

Section 8. That SMC Section 17C.240.090 is amended to read as follows:

Section 17C.240.090 Sign Permit Required

A. Permit Requirements.

No sign governed by the provisions of this code shall be erected, structurally altered, or relocated by any person, firm, or corporation ~~((after the date of adoption of this code))~~ without a permit issued by the City ~~((with the exceptions as noted)))~~ unless an exemption applies under this chapter. No new permit is required for signs which have permits and which conform with the requirements of this code on the date of its adoption unless and until the sign is structurally altered or relocated.

B. Permit Applications.

Permit applications shall include a site plan that provides the following information:

1. The location of the affected lot, building(s), and sign(s).
2. The scale of the site plan.
3. A scaled-drawing of the proposed sign or sign revision, including size, height, copy, structural footing details, method of attachment, and illumination.
4. The location of all existing signs on the site including size and height.
5. For signs subject to spacing regulations, the location of neighboring signs on adjacent properties.
6. Tax parcel number or correct address where proposed sign will be located.

C. Fee Schedule.

Fees for sign permits are as provided by SMC 8.02.031(G).

Section 9. That SMC Section 17C.240.100 entitled "Applying the Code to Specific Situation" is repealed.

Section 10. That SMC Section 17C.240.120 is amended to read as follows:

Section 17C.240.120 Measurements

The standards contained in SMC 17C.240.130 through SMC 17C.240.180 address how the signs allowed in the various zoning categories are measured including sign area, height, and other parameters. These standards work in combination with the standards of SMC 17C.240.~~((190))~~210 through SMC 17C.240.~~((300))~~310 regarding allowed sign size, number, type, and other provisions.

Section 11. That SMC Section 17C.240.130 is amended to read as follows:

Section 17C.240.130 Primary Building Walls

The length of a primary building wall is derived for each tenant space's ground floor exterior wall (See Figure 1). When walls are not parallel to a street, they are assigned to the street frontage to which they are most oriented (~~See Figure ((8a))~~). When the primary entrance is located in a building wall that is adjacent to, at an angle from, and shorter than the street-facing wall, the primary building wall will be measured as a combination of the street wall and the wall containing the entrance. Where the angled wall is on the corner of the building between two street-facing walls, the applicant may choose which street facing wall to combine with the wall containing the entrance to be considered the primary building wall. The length of the primary building wall will be measured in a straight line parallel to the street-facing wall (~~See Figure ((8b))~~).

FIGURE 1:
Primary and Secondary Building Walls

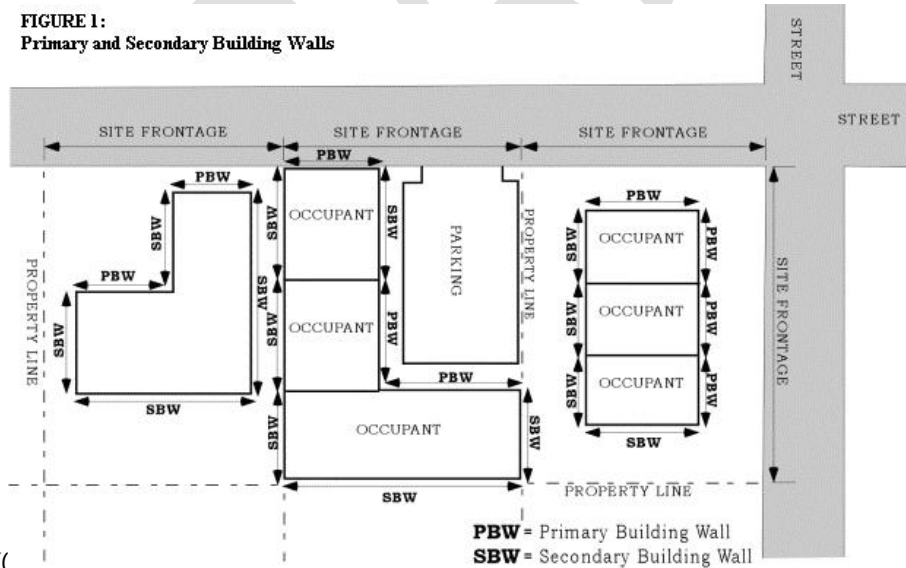
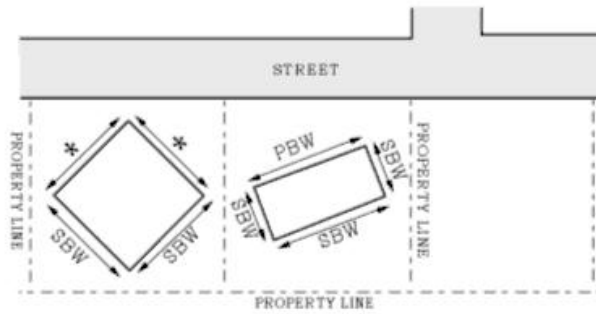


FIGURE 8a
Building Wall Orientation



PBW = Primary Building Wall
SBW = Secondary Building Wall

* Equal orientation - applicant chooses one for primary wall and one for the secondary wall

FIGURE 8b
Primary Building Wall - Angled Entrance

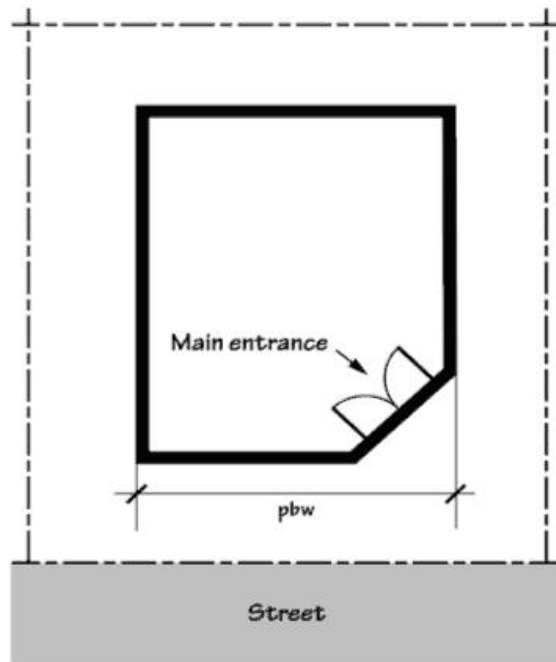
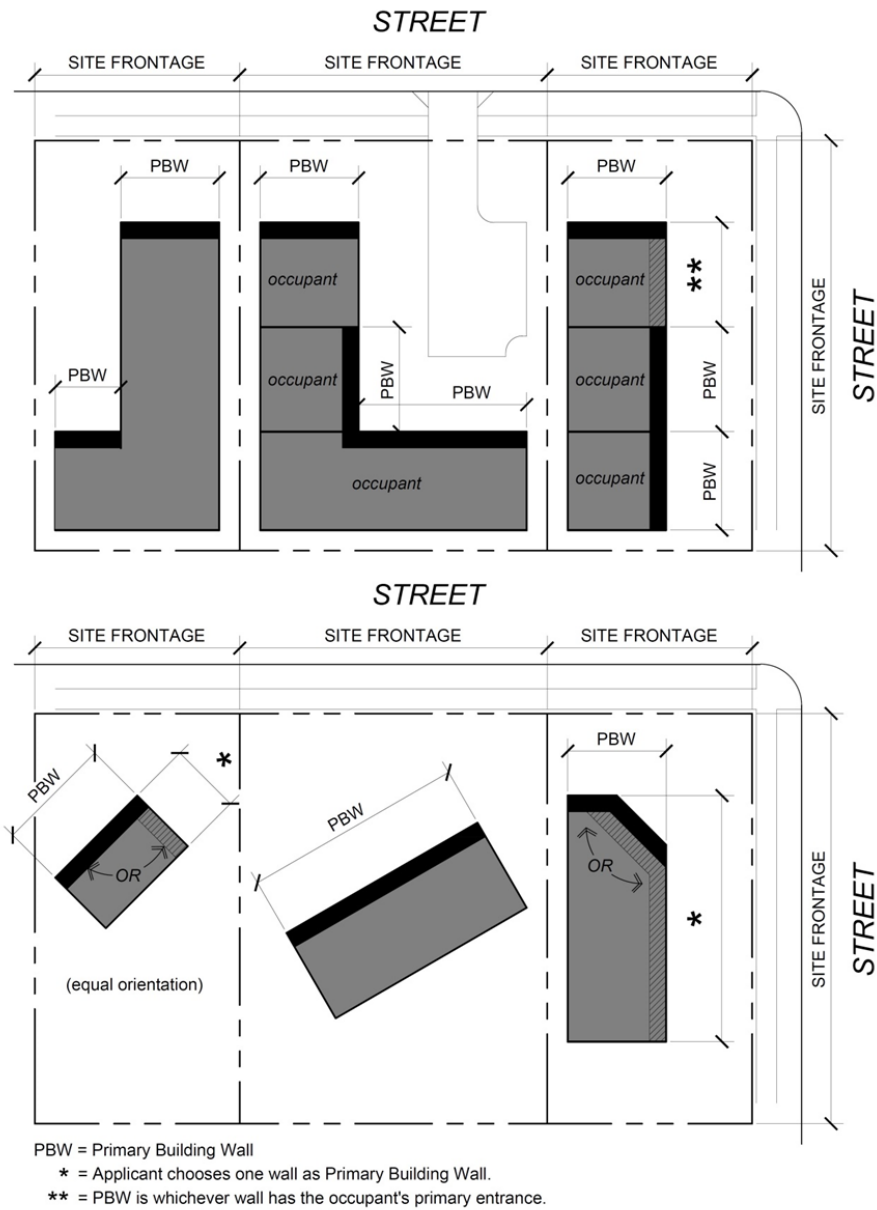


Figure 1
Primary and Secondary Building Wall



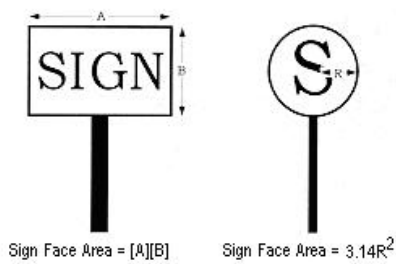
Section 11. That SMC Section 17C.240.140 is amended to read as follows:

Section 17C.240.140 Sign Face Area

A. Sign Cabinets.

The area of sign faces enclosed in frames or cabinets is determined based on the outer dimensions of the frame or cabinet surrounding the sign face (See Figure 2).

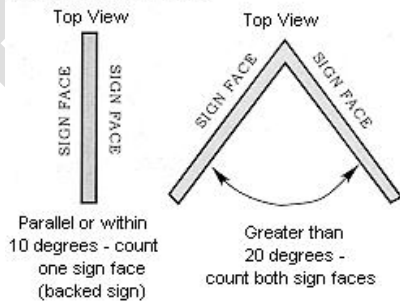
FIGURE 2
Sign Face Measurement



B. Backed Signs.

Only one side of a backed sign is counted in determining the area of sign faces. Where the two sides are not of equal size, the larger of the two sides is used for the determination of sign area (See Figure 3).

FIGURE 3
Sign Face Measurement



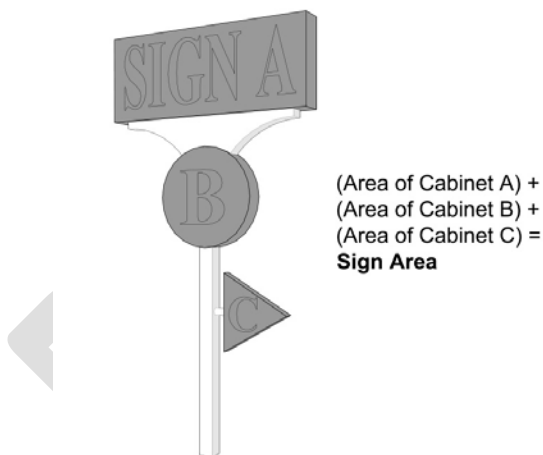
C. Multiple Cabinets.

For freestanding and projecting signs that contain multiple cabinets on one structure and oriented in the same direction, the modules together are counted as one sign face (See Figure 4).

FIGURE 4
Sign Face Measurements



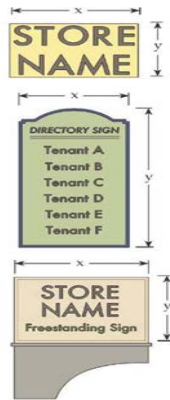
Figure 4
Multiple Cabinets



- D. Round Signs.
The maximum surface area visible at one time of a round, three dimensional, or three or more sided sign is counted to determine sign area.
- E. ((Signs On a Base Material.
~~When a sign is on a background panel and attached without a cabinet, such as a wood board or Plexiglas background panel, the dimensions of the background panel are to be used.))~~
Background panel or surface.
Sign copy mounted, affixed or painted on a background panel or surface distinctively painted, textured or constructed as a background for the sign copy, is measured as that

area contained within the smallest rectangle, parallelogram, triangle, or circle that will enclose the sign copy and the background, as shown in Figure 5.

Figure 5



F. ((Individual Elements-

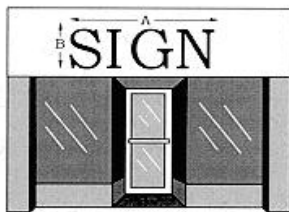
When signs are constructed of individual elements attached to a building wall, the sign area is determined by calculating the area of an imaginary rectangle drawn around the sign elements (See Figure 5). Sign elements will be measured as one unit when the distance between the elements is less than the dimension of the smallest element (See Figure 6-))

Individual letters or graphics.

Sign copy mounted as individual letters or graphics against a wall of a building or surface of another structure, that has not been painted, textured or otherwise altered to provide a distinctive background for the sign copy, is measured as the sum of the smallest square, rectangle, parallelogram, triangle or circle that will enclose each word, sentence and complete message, and each graphic in the sign.

((

FIGURE 5
Sign Face Measurements



Sign Face Area = [A][B]

))

Figure 6



Sign Face Area = (A)(B)

G. Painted Wall Signs.

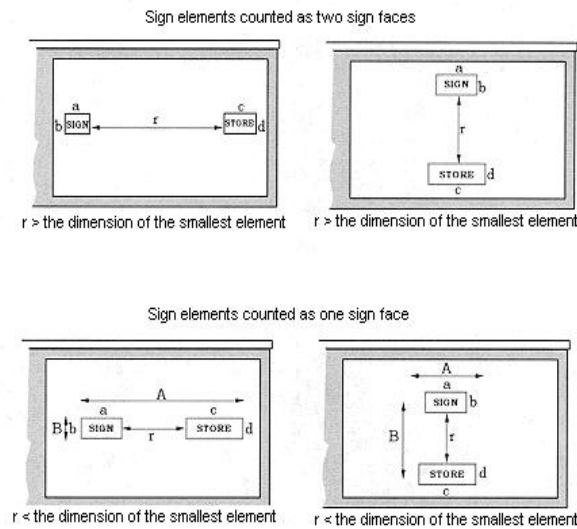
Painted wall signs are measured ~~((by drawing an imaginary rectangle around the edge of each of the sign elements. Sign elements will be measured as one unit when the distance between the elements is less than two times the length of each element (See Figure 6). Visible wall area includes windows and doors, but not openings such as loading entrances.))~~ as the sum of the smallest square, rectangle, parallelogram, triangle or circle that will enclose each word, sentence and complete message, and each graphic in the sign.

H. Awnings and Marquees.

When signs are incorporated into awnings, the sign area is determined by computing the area of an imaginary rectangle drawn around the sign face. When the ends of awnings or marquees are parallel and contain sign faces, only one side is counted in addition to the sign face area on the front.

((

FIGURE 6
Multiple Elements in a Painted Wall Sign or Fascia Sign



Section 11. That SMC Section 17C.240.150 is amended to read as follows:))

Section 17C.240.150 ((Height of Signs)) Sign Heights and Clearances

A. Height

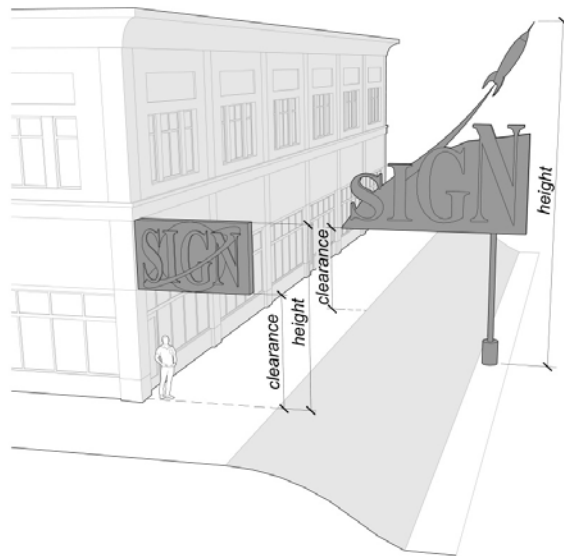
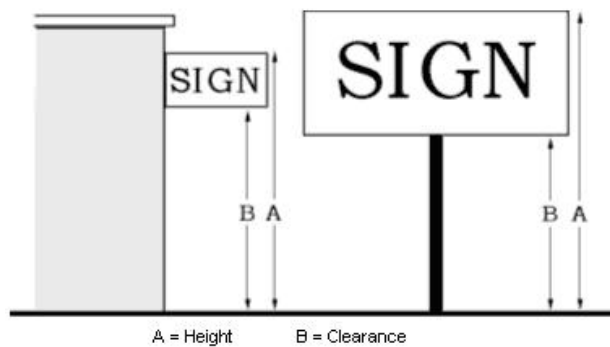
The overall height of a sign or sign structure is measured from the finish grade to the highest point of the sign or sign structure (See Figure 7).

B. Clearance

Clearances are measured from the highest point of the ground directly below the sign to the bottom of the sign structure enclosing the sign face (See Figure 7).

Figure 7
Sign Heights and Clearances

FIGURE 7
Sign Heights and Clearances



Section 12. That SMC Section 17C.240.160 entitled "Clearances" is repealed.

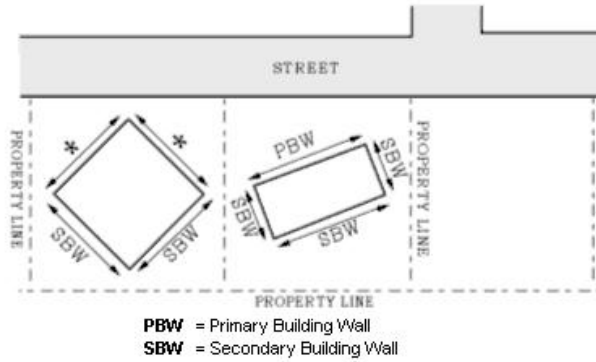
Section 13. That SMC Section 17C.240.180 is amended to read as follows:

Section 17C.240.180 Diagonal Corner Signs

Diagonal corner signs that face more than one street must be assigned to a street and building frontage by the applicant. The sign must meet all standards for the street and building frontage to which it is assigned ((See Figure (8))).

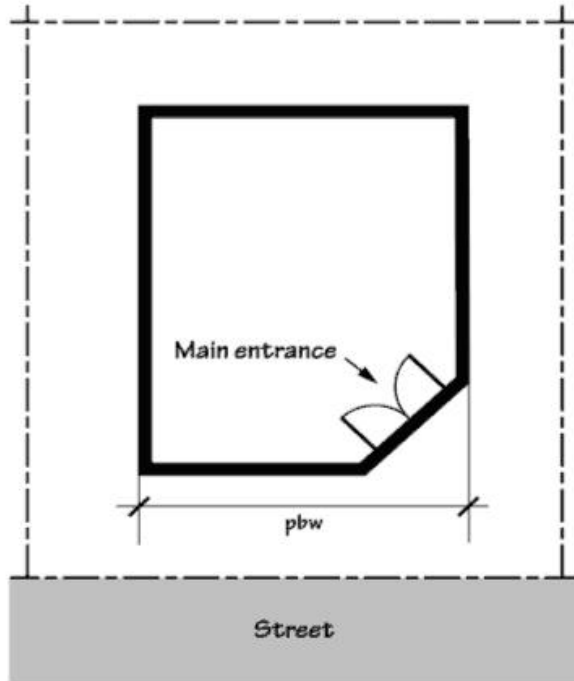
((

FIGURE 8a
Building Wall Orientation



* Equal orientation - applicant chooses one for primary wall and one for the secondary wall

FIGURE 8b
Primary Building Wall - Angled Entrance



Section 14. That SMC Section 17C.240.190 entitled "Sign Standards Purpose" is repealed.

Section 15. That SMC Section 17C.240.200 entitled "Official Zoning Maps" is repealed.

Section 16. That SMC Section 17C.240.220 is amended to read as follows:

Section 17C.240.220 Standards in the Residential Zones

A. General Standards.

~~((The standards for)) All permanent signs in ((the RA through RHD)) Residential zones ((are stated in)) must comply with the standards detailed in Table 17C.240-1. ((All signs must conform to the regulations of SMC 17C.240.240.))~~

~~((Table 17C.240-1 (See Linked Document)))~~

Table 17C.240-1. Standards for Permanent Signs in ((RA, RSF, RTF, RME, and RHD)) Residential and CA4 Zones [1]

Use Category/Structure Type [2]	Number of Signs	Max. Sign Face Area	Types of Signs Allowed	Maximum Sign Height	Additional Signs Allowed [3]
Residential Household Living/Houses, Duplexes, Attached Houses	1 per site	3 sq. ft.	Fascia, Painted Wall	Top of wall, or 10 ft. whichever is less	Directional Signs
			Freestanding	6 ft.	
Residential Household Living/Multi-family Residential Building, Group Living, Day Care, Nonresidential Category Uses Not Listed Below	1 per building	15 sq. ft.	Fascia, Painted Wall	Top of wall	Directional Signs
			Freestanding	10 ft.	
Subdivisions, PUDs, ((Mobile Home Parks,)) Agricultural Uses [4]	1 per entrance	32 sq. ft.	Monument	10 ft.	Directional Signs
Mobile Home Parks	The sign standards for mobile home parks are contained in <u>17C.345.120</u>				
Parks and Open Areas [5]	1 per street frontage	10 sq. ft.	Monument	10 ft.	Directional Signs
Colleges, Community Services, Medical Centers, Religious Institutions, Schools, Commercial Outdoor Recreation, Major Event Entertainments, Nonconforming Uses in Commercial and Industrial Use Categories, Uses in the Office Use Category Allowed as a Conditional Use in the RMF and RHD Zones	The sign standards of the NR zone apply. See SMC 17C.240.160.				

Notes:

[1] Temporary signs are regulated by SMC 17C.240.210, Temporary Signs.

[2] See Title 17C SMC, Uses, Use Categories, and Structure Types.

[3] These signs are allowed in addition to other signs when they meet the standards of SMC 17C.240.200(D).

[4] These signs are allowed in addition to those for individual buildings.

[5] Signs in, or adjacent to and facing, a sports field associated with Parks and Open Areas are subject to the standards of the NR zone. See SMC 17C.240.160.

B. Sign Features.

Signs in ~~((the RA, RSF, RMF, and RHD))~~ all residential zones, except for those subject to the NR zone sign standards, are subject to the standards of this subsection. Illuminated signs placed in windows are subject to these sign regulations. Extensions into the right-of-way are prohibited.

Section 17. That SMC Section 17C.240.230 is amended to read as follows:

Section 17C.240.230 Standards in the Commercial and Industrial Zones

General Standards and Sign Features.

~~((The standards for permanent signs and sign features in the Commercial and Industrial zones are stated in Tables 17C.240-2 and 17C.240-3. All signs must conform to the regulations of SMC 17C.240.240.))~~ All permanent signs in Commercial and Industrial zones must comply with the standards detailed in Tables 17C.240-2 and 17C.240-3.

Table 17C.240-2 Standards for Permanent Signs in Commercial, Center and Corridor, and Industrial Zones [1]					
	DTC, DTG, DTU, DTS, GC, LI & HI [8]	CC2 ((&)), CB, & CA3 [2][8]	O, OR, NR, NMU	CC1, CA1 & CA2 [2]	CC4 [2]
SIGNS ATTACHED TO BUILDINGS					
Size Allocation	1-1/2 sq. ft. per 1 ft. of primary building wall or 15 percent of the primary building wall, whichever is greater	1 sq. ft. per 1 ft. of primary building wall if a freestanding sign is also on the same street frontage, 1-1/2 sq. ft. per 1 ft. of primary building wall if there is no freestanding sign on the same street frontage	Same	Same	15 sq. ft.
Maximum Number	No limit within size allocation	Same	Same	Same	1

Maximum Area Per Sign	250 sq. ft. In the DT Zones, the maximum area per sign attached to a building is not limited	100 sq. ft.	50 sq. ft.	50 sq. ft.	15 sq. ft.
Minimum Guaranteed Sign Area for a Ground Floor Tenant Space	32 sq. ft.	Same	Same	Same	15 sq. ft.
TYPES ALLOWED					
Fascia, Awning, Marquee, ((Pitched Roof))Roof Mounted, Painted Wall	Yes	Yes	Yes	Yes	Yes
Projecting	Yes, but no projecting signs if a freestanding sign is also on the same street frontage	Same	Same	Same	Same
((Rooftop))	((Yes))	((No))	((No))	((No))	((No))
FREESTANDING SIGNS					
Maximum Number	1 per site or 1 per 300 ft. of arterial street frontage and 1 for each additional 300 ft. or fraction thereof [3]	1 per arterial street frontage	1 per arterial street frontage	1 monument sign per arterial street frontage	1 monument sign per building
When Not Allowed	Not Limited	Not allowed if there is already a projecting sign on the same site frontage, or if existing signs attached to buildings exceed the limit of 1 sq. ft. to 1 ft. of primary building wall	Same	Same	Not allowed if there is already a wall or projecting sign
Size Allocation for All Freestanding Signs	1 sq. ft. per 1 ft. of arterial street frontage Local street frontage can be	Same	Same	Same	15 sq. ft.

	used if there are not arterial site frontages				
Size Limit	250 sq. ft.	75 sq. ft. [5]	50 sq. ft. [5]	50 sq. ft.	15 sq. ft.
Maximum Height [6]	35 ft. (~~(H)~~) In the DTS zone, the maximum height is 60 ft.	20 ft.	20 ft.	5 ft.	5 ft.

ADDITIONAL SIGNS ALLOWED

Directional Signs, Temporary Signs [7]	See SMC 17C.240. ~~((240(H)))~~ 243(D) and SMC 17C.240. ~~((240(G)))~~ 244

Yes = Allowed No = Prohibited

Notes:

[1] Temporary signs are regulated under SMC 17C.240.~~((240))~~244(H), Temporary Signs.

[2] Signs in CC and CA zones are subject to the standards and guidelines contained in the Initial Design Standards and Guidelines for Centers and Corridors.

[3] On sites with frontages longer than 300 feet, sign area earned from the first 300 feet may not be used on the second sign. For example, a 350-foot street frontage may have a 200 sq. ft. and a 50 sq. ft. freestanding sign. Interstate freeways, United States highways, state routes that are not also City of Spokane Arterials are not considered arterial streets for purposes of this Title. Sites with frontage on more than one arterial are allowed a freestanding sign on each arterial. The size allocation for each freestanding sign shall be calculated independently using only the length of the arterial frontage adjacent to the freestanding sign. The square footage allowance for freestanding signs for one arterial shall not be transferred to other arterials.

[4] Where a site has no arterial street frontage, one freestanding sign is allowed.

[5] The maximum sign area may be an additional twenty-five square feet for each additional business on a site having more than one business, up to a maximum area of one hundred fifty square feet.

[6] This height limit is for the total height of the combined sign face and sign structure.

[7] These signs may be allowed in addition to signs attached to buildings and freestanding signs when they meet the standards of SMC 17C.240.~~((240(H)))~~243 (D) and SMC 17C.240.~~((240(G)))~~244.

[8] Signage standards for mini-storage facilities are listed in 17C.350. Mini-storage facilities are not permitted in the DTC or CA3 zone.

((

~~((Table 17C.240-3~~ Sign Features for All Signs in Tables 17C.240-1 and 17C.240-2		
	GC, CG2, Downtown, CB, LI & HI	O, OR, NR, NMU, CC1 & CC4
Electronic Message Center Sign Features	Yes [1]	Yes [1] Not Permitted in CC4 Zone
Lighting	Direct, Indirect, or Internal	Same
Maximum Distance Extending into ROW	See SMC 17C.240.240(C)	Same

Maximum Area Extending into ROW	See SMC 17C.240.240(G)	Same
Bonus Allowance for Outstanding Design	See SMC 17C.240.290	Same
Yes = Allowed — No = Prohibited Notes: [1] Electronic Message Center sign features are allowed in the GC, CC2, Downtown, CB, LI, HI O, OR, NR, NMU, & CC1 zones if they meet the standards of SMC 17C.240.240(J), Electronic Message Center Signs.))		

))

Table 17C.240-3 Sign Features for All Signs in Table 17C.240-2	
	GC, CC2, Downtown, CB, LI, HI, O, OR, NR, NMU, CC1 & CC4
Electronic Message Center Sign Features	Allowed [1][2]
Lighting	Direct, Indirect, or Internal
Maximum Distance Extending into ROW	See SMC 17C.240.220(E)
Maximum Area Extending into ROW	See SMC 17C.240.220(E)
Bonus Allowance for Outstanding Design	See SMC 17C.240.290
Notes: [1] Electronic Message Center sign features are allowed in the GC, CC2, Downtown, CB, LI, HI O, OR, NR, NMU, & CC1 zones if they meet the standards of SMC 17C.240.240 , Electronic Message Center Signs. [2] Electronic Message Center sign features are not allowed in the CC4 Zone	

Section 18. That SMC Section 17C.240.240 is amended to read as follows:

Section 17C.240.240 ((Additional Standards in All Zones)) Sign Placement and Location Restrictions

~~((A. Where These Regulations Apply.~~
~~These regulations apply to all signs regulated by this chapter.))~~

A. Sign Placement.

All signs and sign structures must be erected and attached totally within the site except when allowed to extend into the right-of-way by this chapter.

B. Signs Extending Into the Right-of-way.

The standards of this subsection apply to permanent signs that are erected on private property and that extend into the right-of-way ((and temporary signs that are in the right-of-way)).

1. Projecting Signs.

Projecting signs that extend into the right-of-way must meet the following standards:

- a. Distance Into the Right-of-way.
 - i. Where allowed, signs may extend into the right-of-way not more than ten feet or within two feet of the curbline, whichever is the smaller projection.
 - ii. Diagonal corner signs may extend into the right-of-way to a point that is determined by extending a line from the maximum points allowed for projecting signs on each street frontage (See Figure 8).

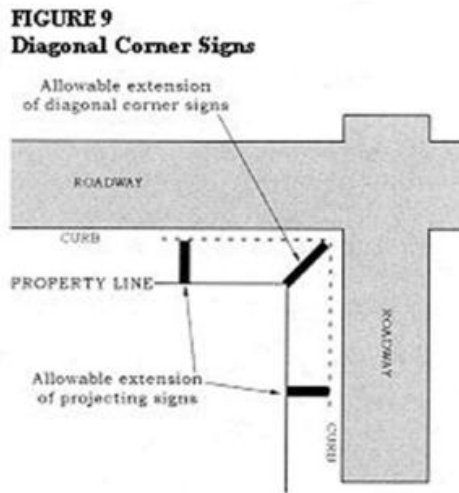
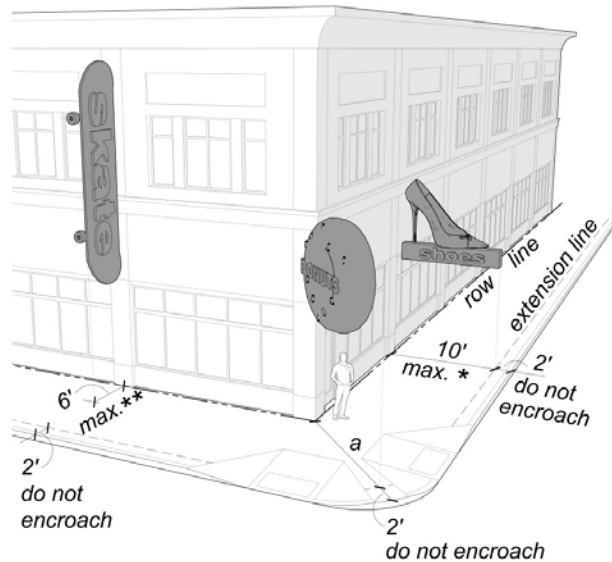


Figure 8
Signs Projecting into the Right of Way



a = Allowable extension into right-of-way for diagonal signs
*** = Maximum extension into right-of-way for signs 60 sqft in area
**** = Maximum extension into right-of-way for signs 100 sqft in area

- b. Maximum Sign Face Area In the Right-of-way.
 The area of a sign is limited by the amount the sign extends into the right-of-way, as follows:
 - i. A sign extending more than six feet cannot have a total area of projection in excess of sixty square feet; and
 - ii. A sign extending less than six feet may not exceed one hundred square feet in area.

- c. Blanketing.
 A projecting sign that extends into the right-of-way more than three feet may not be within twenty feet of another projecting or freestanding sign that extends more than three feet into the right-of-way if the new sign is within horizontal lines drawn from the top and bottom of the prior sign.

2. Awnings and Marquees.
 Awnings and marquees that contain signs may extend into the right-of-way the same distance as awnings and marquees that do not contain signs (See SMC 17F.040.140, Awnings).

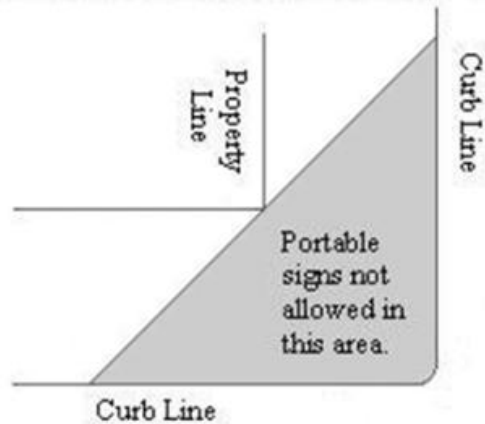
~~((3. Temporary Signs.~~

~~Temporary signs allowed to be placed in the right of way in SMC 17C.240.240(G) shall meet the following standards:~~

- ~~a. The sign is entirely outside the roadway.~~
- ~~b. The sign is no larger than nine square feet in size. The sign face is no wider than three feet and no taller than thirty-six inches.~~
- ~~c. The sign is entirely outside of the area of a right-of-way corner that is between the curb and the lines created by extending the property line to~~

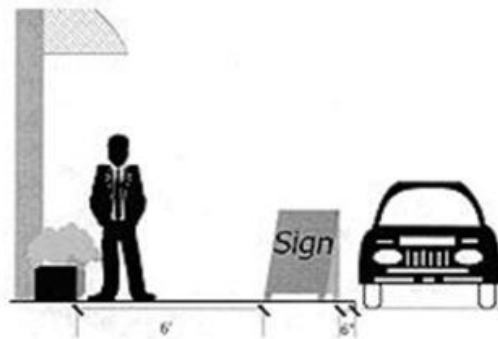
the curb face (See Figure 10a).

FIGURE 10a
Placement of Portable Signs in the R-O-W



- d. The sign is entirely outside the area of a sidewalk that is between the lines created by extending the edges of any curb ramp across the sidewalk to the property line.
- e. The sign is within six inches of the curb (See Figure 10b).

FIGURE 10b
Placement of Portable Signs in the R-O-W

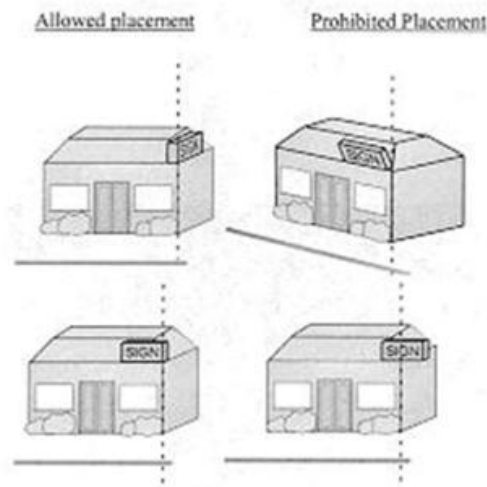


- f. The sign does not obstruct a continuous through pedestrian zone of at least six feet in width except in center and corridor zones, sandwich board signs which are located on the sidewalk shall be located in such a manner as to leave a pathway at least four feet wide that is free of obstructions.
- g. The sign does not obstruct pedestrian and wheelchair access from the sidewalk to any of the following:

- i. Transit stop areas.
 - ii. Designated disabled parking spaces.
 - iii. Disabled access ramps; or
 - iv. Building exits including fire escapes.
 - h. Physical Attachment to Public Property.
Except as allowed for community banners, temporary signs placed in the right of way must remain portable and may not be attached or anchored in any way to trees or to public property including utility or light poles, parking meters, the ground, or pavement.
 - i. Additional Placement Standards for Temporary Signs.
Temporary signs placed in the right of way must meet the following additional standards:
 - i. Where no curb exists, the sign must be placed outside the roadway at least five feet from the edge of the roadway. Temporary signs may not be placed in medians, traffic islands, or other areas within the roadway.
 - ii. Temporary signs must not be placed in parking spaces, pedestrian pathways, or bicycle paths.
 - 3. Removal of Signs.
The city engineer may require signs extending into the right of way to be modified or moved if streets are widened, or other improvements made in the right of way, which result in the creation of unsafe conditions. The modification or moving will be at the owner's expense. If a nonconforming sign is moved under this requirement, it may be re-erected on the site without being brought into conformance.
-
- B. Signs Attached to Buildings or Structures.
- 1. Placement.
Signs attached to buildings or structures that are based on the sign rights of a primary building wall may be placed on that primary building wall, on a secondary building wall, or on another structure. They may not be placed on another primary building wall.
 - 2. Awnings and Marquees.
Signs attached to an awning or marquee that extends into the right of way must comply with the pedestrian clearance and right of way extension standards of SMC 17F.040.140, Awnings.
 - 3. Fascia Signs.
 - a. Vertical Extensions.
Fascia signs may not extend more than six inches above the top of the building wall. Fascia signs attached to other structures may not extend above the top of the structure.
 - b. Horizontal Extensions.
A fascia sign may not extend more than eighteen inches out from the wall or structure to which it is attached. Fascia signs may not extend beyond the corner of buildings or other structures.
 - 4. Pitched Roof Signs.
 - a. Vertical Extensions.
The face of pitched roof signs may not extend more than six inches above the roofline.
 - b. Placement and Angle.
Pitched roof signs must be parallel to the building face. They may not

extend beyond the building wall (See Figure 11).

FIGURE 11
Pitched Roof Sign Placement



5. Projecting Signs.

a. Vertical extensions.

The face of a projecting sign may not extend more than six inches above the roof line.

b. Placement.

Projecting signs that extend over the right-of-way must meet the placement standards of SMC 17C.240.240(C), Signs Extending Into the Right-of-way.

G. Freestanding signs and monument signs.

1. Setbacks.

Freestanding signs are regulated as follows:

a. Residential Zones.

- i. In residential zones, freestanding signs are allowed in required setbacks; however, in required front setbacks, monument signs exceeding three and one-half feet tall shall be setback ten feet from the front property line, provided that the requirements of SMC 17C.240.240(F) are met.
- ii. Freestanding signs with structural supports less than two feet in width, with copy area placed at a height of seven feet or more above grade, may be located at the front property line, provided that the requirements of SMC 17C.240.240(F) are met.
- iii. Freestanding signs with structural supports of more than two feet shall be set back not less than ten feet from the front property line, provided that the requirements of SMC 17C.240.240(F) are met.

b. Commercial and Industrial Zones.

In O, OR, NR, NMU, CB, CC-2, GC, LI, and HI zones, freestanding signs are allowed in required setbacks for buildings and parking areas.

However, freestanding signs are prohibited in the setback between a property line abutting a residentially zoned site and the building line or parking area setback line.

2- Frontages-

Freestanding signs must be placed on arterial street frontages unless there are none. Freestanding signs that are allowed based on the length of one arterial street frontage may not be placed on another arterial street frontage. Frontage on a freeway is not considered arterial street frontage.

3- Extensions Into the Right of way-

Freestanding signs may project into the public right of way as follows:

- a. No more than ten feet beyond the property line; or
- b. Within two feet of the curblane, whichever is the smaller projection.
- c. The area of a sign is limited by the amount of projection beyond the property line, as follows:
 - i. A sign projecting more than six feet cannot have a total area of projection in excess of sixty square feet; and
 - ii. A sign projecting less than six feet may not exceed one hundred square feet in area.
- d. All supports of a freestanding sign must be on private property.))

C. Clearances.

1. ((Vision Clearance Areas.))Clear View Triangle

a. ((Vision Clearance Areas.

Vision clearance areas are triangular shaped areas located at the intersection of any combination of rights of way, alleys, or driveways. The sides of the triangle extend fifteen feet from the intersection of the vehicle travel areas (See Figures 12a and b). The height of the vision clearance area is from thirty six inches above the ground to ten feet above the ground immediately below the sign or awning (See Figure 12c.)) Subject to the authority of the traffic engineer to make adjustments and special requirements in particular cases, all signs and sign features within the Clear View Triangle defined in SMC 17A.020.030 shall be maintained to keep a vertical clear view zone between three and ten feet from ground immediately below the sign or awning (see Figure 9).

FIGURE 12a
Vision Clearance Area

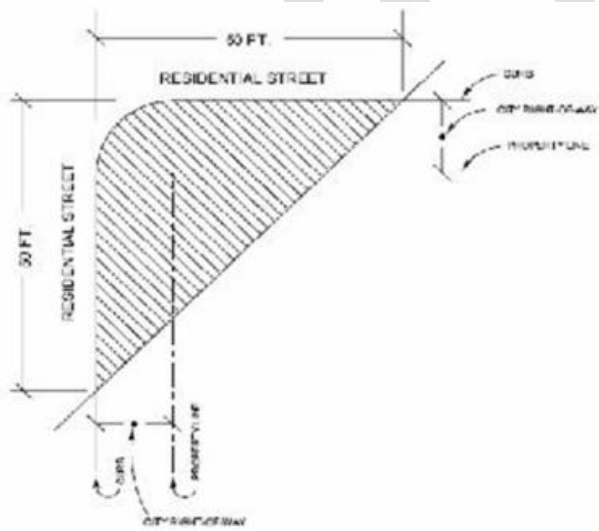
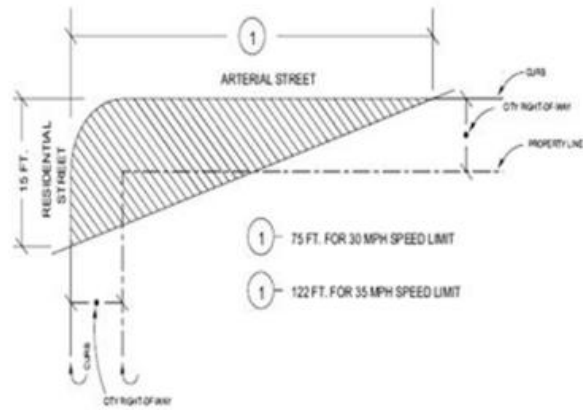


FIGURE 12b
Vision Clearance for Driveways

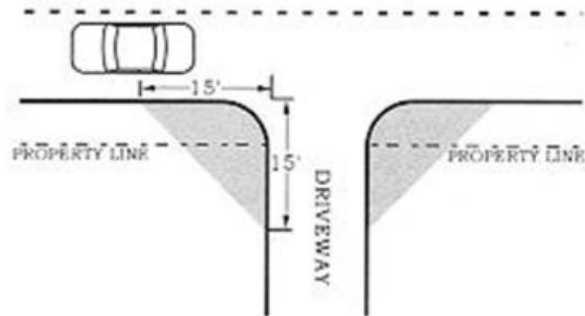


FIGURE 12c
Vision Clearance Area Height

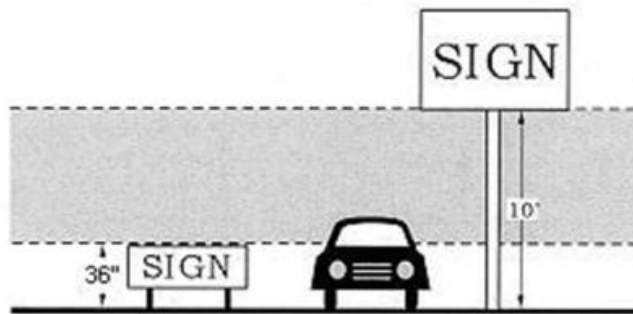
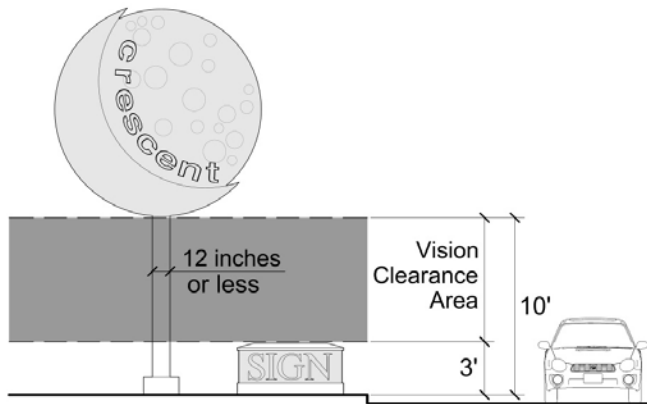


Figure 9
Vertical Clear View Zone



~~b. ((Signs in Vision Clearance Areas.))~~ Signs may not be located within a ~~((vision clearance area))~~ clear view triangle as defined in this paragraph. Support structures for a sign may only be located in a ~~((vision clearance area))~~ clear view triangle if the combined total width is twelve inches or less and the combined total depth is twelve inches or less.

2. Vehicle Area Clearances.

In areas outside of rights-of-way, when a sign or awning extends over where vehicles travel or are parked, the bottom of the structure must be at least fourteen feet above the ground. Vehicle areas include driveways, alleys, parking areas, and loading and maneuvering areas.

3. Pedestrian Area Clearances.

When a sign or awning extends over a sidewalk, walkway, or other space used by pedestrians, the bottom of the structure must be at least eight feet above the ground. Free-hanging valances made of fabric or other non-rigid material hung on signs, awnings, and marquees must be at least seven feet above of a sidewalk, walkway, or other space used by pedestrians.

~~((4. Clearances from Fire Escapes, Means of Egress, or Standpipes.~~

~~Signs, sign structures, and awnings are prohibited from being erected in any manner that interferes in any way with the free use of any fire escape, means of egress, or standpipe. Attaching signs, sign structures, or awnings to a fire escape is prohibited.~~

5. Obstruction of Windows and Ventilation.

~~Signs, sign structures and awnings are prohibited from being installed in any way that obstructs any building openings to such an extent that light, ventilation, or exhaust are reduced to a level below that required by the building code.))~~

4. Access to Signs.

Access clear of all obstructions must be provided to all signs.

((D. Temporary Signs.

The following signs are classified as temporary (non-permanent). Temporary signs are permitted subject to the applicable limitations.

4. Construction Signs.

No sign permit is required. Such signs may be placed on the property on which construction is occurring upon private property only and may be displayed only after a building permit is obtained and during the period of construction on the construction site. The applicable limits are as follows:

- a. In all zones other than single family residential zones, no construction sign shall exceed thirty two square feet in sign area or ten feet in height.
- b. In single family residential zones, no construction sign shall exceed fifteen square feet in sign area.

5. Grand Opening Displays.

No sign permit is required. Such signs may be placed upon the premises of the business only. Such temporary signs, posters, banners, strings of lights, clusters of flags, balloons, or other air or gas filled figures, and searchlights are permitted for a period of thirty days only to announce the opening of a completely new business. All such materials shall be removed immediately upon the expiration of seven days after the event's conclusion. Such displays are permitted only in districts where the business so advertised is allowed under district zoning regulations. Searchlights may be permitted by any business provided the beam of light does not flash against any building or does not sweep an arc of forty five percent from vertical. All banners must be legible, made of durable materials, and must be well maintained.

6. Special Event Signs.

No sign permit is required. Such temporary signs may be placed upon the premises of the business only and shall not be larger than twenty square feet. Said signs shall not be posted or attached to telephone poles, power poles, or other public utility facilities. Such signs may be displayed thirty days prior to an event and must be removed within seven days after the event's conclusion. The event committee for which the sign is displayed shall be responsible for its removal and subject to the penalties as provided in this code. Searchlights may be permitted by any business provided the beam of light does not flash against any building or does not sweep an arc of forty five percent from vertical. All banners must be legible, made of durable materials, and must be well maintained.

7. Balloon Signs.

No sign permit is required. Such signs may be placed upon the premises of the business only. One balloon sign is allowed per site for a maximum of one month at a showing twice per calendar year in the commercial and industrial zones. Temporary balloon signs may be located on a building rooftop. The vertical dimension of the balloon may not exceed twenty five feet.

8. Real Estate Signs.

No sign permit is required. Such signs may be placed upon private property only. All exterior real estate signs must be of wood or plastic or other durable material. The permitted signs, with applicable limits, are as follows:

- a. Residential "For Sale," "For Rent," and "Sold" Signs.
Such signs shall be limited to one sign per street frontage not to exceed five square feet in sign area, placed wholly on the property for sale or rent, and not to exceed a height of seven feet.
- b. Residential "Open House" Signs.
Such signs shall be limited to one sign per street frontage on the premises for sale and up to ten off premises signs spaced not closer than two hundred feet. Such signs are permitted only during daylight hours and

when the real estate professional or seller or an agent is in attendance at the property for sale. No such sign shall exceed five square feet in sign area.

e. Undeveloped Commercial and Industrial Property "For Sale or Rent" Signs.

One sign per street frontage advertising undeveloped commercial and industrial property for sale or rent. The sign shall not exceed thirty two square feet in sign area and ten feet in height.

d. Developed Commercial and Industrial Property "For Sale or Rent" Signs.

One sign per street frontage advertising a commercial or industrial building for rent or sale is permitted while the building is actually for rent or sale. If one face of the building is less than ten feet from the building line, the sign shall be placed on the building or in a window. The sign shall not exceed ten feet in height and, if free standing, shall be located more than fifteen feet from any abutting property line or a public right of way line. Said sign shall not exceed thirty two square feet in sign area.

e. Undeveloped Residential Property "For Sale" Signs.

One sign per street frontage advertising undeveloped residential property for sale is permitted not exceeding thirty two square feet in sign area. The sign must be placed more than thirty feet from the abutting owner's property line and may not exceed a height of ten feet.

f. Subdivisions approved after the effective date of this chapter are permitted one cluster of flagpoles (not to exceed five flagpoles) in front of sales offices to advertise the new development.

9. Political Campaign Signs.

All signs which are relating to promoting or publicizing the nomination or election of any individual for a public political office to be voted on in any primary, general or special election or advocating any ballot measure to be voted on in any primary, general or special election, hereinafter referred to as political campaign signs, are permitted subject to the following regulations:

a. Size of Signs.

Political campaign signs located on private property in a residential zone shall be limited to a maximum surface area of sixteen square feet. Political campaign signs located on private property in zones other than residential zones shall be limited to a maximum surface area of thirty-two square feet. Political campaign signs located in the public right of way as set forth in subsection c shall be limited to a maximum surface area of five square feet with a maximum height of five feet. The maximum square footage shall be based upon one side of the sign. Signs may be two-sided.

b. Signs on Private Property.

Political campaign signs may be erected upon any private property with the permission of the property owner, resident, or respective agent. In cases of vacant property, or where there is no occupied structure on the property, political signs may be placed thereon with the written consent of the property owner or his agent.

c. Political Campaign Signs on the Public Right of way.

Placement of political campaign signs on the public right of way must have the permission for such placement of the abutting property owner, resident or respective agent. For purposes of this section, the public right of way shall mean that portion of the public right of way located next to a street between the roadway and the adjacent private property open to the public for general pedestrian passage, including the buffer/planting strip. Political campaign signs may be posted preceding a primary, general or

special election within the public right-of-way only if the signs do not create a traffic obstruction or hazard or impair or impede pedestrian thoroughfares and comply with all requirements of this section. Political campaign signs located in the public right-of-way shall only be attached to a self-supporting wood stick(s), metal post, or other such devices, shall not be attached to any other structures and shall not be erected in any manner which would damage the surface infrastructure in which the sign is located.

d. Method of Display.

Political campaign signs authorized under this section shall not be displayed using digital, flashing, electronic, or solar technology unless specifically authorized by other provisions of the Spokane Municipal Code. Political campaign signs authorized under this section, either on private property or within the public right-of-way, are subject to all other regulations regarding temporary signs.

e. Unauthorized Signs on City Property.

Unauthorized signs of any nature located on City-owned or maintained property or on any portion of park property under the jurisdiction of the park board are prohibited and shall be immediately removed unless specifically authorized by law. City-owned or maintained property shall include all property held in the City's name or controlled by easement or other legal devices, including all portions of the public right-of-way. This prohibition shall not apply to political campaign signs located in the public right-of-way adjacent to vacant city-owned property.

f. Removal of Signs.

i. Political campaign signs on the public right-of-way as defined in this section or private property shall not be displayed after the date the election results have been certified for the election for which it was intended. In cases where a general election follows a primary election, those signs for candidates whose names will appear on the ballot in the general election may be displayed during the interim period and up to the date the general election results are certified. In all instances herein in which political campaign signs are required to be removed, or if the signs have become detached from their support device or damaged, it shall be the responsibility of the property owner or occupant, if the sign is located on private property, or the respective candidate, if the sign is located on the public right-of-way, to have the signs removed.

ii. Failure to remove political campaign signs located on the public right-of-way shall result in a one-time sign removal fee of twenty-five dollars per sign under fifteen square feet and fifty dollars for signs over fifteen square feet being assessed against the respective responsible campaign official. For the purpose of recovering the costs of removal there is a rebuttable presumption that the candidate seeking office or the sponsor of a ballot measure is the responsible campaign official who is responsible for the placement of a political campaign sign in the public right-of-way. Removal of signs located in the public right-of-way shall be under the direction of the director of public works and utilities or his or her designee.

iii. Failure to remove political campaign signs located on private property shall result in a civil infraction assessed pursuant to SMC 1.05.160 against the property owner or occupant for each sign. Each day shall be a separate violation. A notice to remove the sign shall be

- issued by the code enforcement department to the property owner and/or occupant prior to the issuance of a civil infraction pursuant to SMC 1.05.040.
- iv. The sign removal fee may be appealed to the hearing examiner within ten days of a letter assessing the fee. A civil infraction may be contested in the municipal court.
 - g. **Signs Related to Constitutionally Protected Free Speech.**
Signs expressing constitutionally protected free speech located on private property, including the public right of way adjacent to the private property, as defined in this section, unrelated to promoting or publicizing the nomination or election of any individual for a public political office or advocating any ballot measure to be voted on in any primary, general or special election shall not be subject to the time period for the removal of political campaign signs, but shall otherwise be subject to all other provisions of this section.
 - h. **Public Notice.**
Nothing in this chapter shall be construed to prohibit or modify the requirements for placement of public notices required by law.
 - i. **Exemption.**
Nothing in this chapter shall limit the promotion or publication of a political message by other means lawfully permitted under the City's sign code, chapter 17C.240 SMC.
 - j. **Permit or Permit Fees.**
There shall be no permit or fee requirement for political campaign signs erected under this section unless the sign is attached to a sign structure permitted under other provisions of the sign code that requires a permit and fee.
10. **Community Banners.**
Such signs may be permitted and extend into the public right of way by permission of the city administrator or appointed representative. Such signs may only be placed at City designated locations provided that the banner:
- a. is not commercial advertising but, rather, has as its principal purpose the promotion of a civic event, public service announcement, holiday decoration, or similar community interests;
 - b. has been approved by the arts commission;
 - c. complies with all applicable codes; and
 - d. does not, in the judgment of the street director, present a traffic hazard.
11. **Banners.**
See SMC 17C.240.240(G)(2) for grand opening displays and SMC 17C.240.240(G)(3) for special event signs.
12. **Sandwich Board Signs.**
Businesses will only be allowed a maximum of one sandwich board sign. These signs are subject to the following conditions:
- a. **Notification.**
Notification to the City is required prior to displaying a sandwich board sign. This notification shall include acknowledgement of the sandwich board sign requirements, list of materials used, and rendering of the sign, including the dimensions.
 - b. **Size.**
The area of the sign shall not exceed nine square feet per side in size and shall not exceed three feet in any dimension.
 - c. **Maintenance Standards.**
Signs shall be constructed out of materials able to withstand typical

northwest weather. Such materials may be metal, finished wood, chalkboard, whiteboard, or plastic; signs and copy shall be of professional quality. Owners of sandwich board signs shall be required to keep their signs in a legible, intact, and well-maintained manner.

d. Display Time.

Signs may only be displayed during business hours. If business hours continue past daylight hours, precautions should be taken to place the sign in a location where it is readily visible after dark. This shall not be construed to allow the wiring of a sign for lighting.

e. Location.

Signs may be located no further than twelve feet from the entrance to the business. Such signs shall not be placed in a location which is within the vision triangle or any location which will impede vehicular traffic. Further, such signs shall not be placed in a manner which will block or otherwise obstruct the safe use of sidewalks, building entrances or stairs by pedestrians, including pedestrians who are visually impaired or otherwise handicapped.

13. Garage Sale (Yard Sales, Moving Sales, Patio Sales).

No sign permit is required. Such sign shall be limited to one sign on the premises and ten off-premises signs. No such sign shall exceed four square feet in sign area. Signs shall not be posted or attached to telephone poles, power poles or other public utility facilities. The sign or signs may be displayed only during the sale and must be removed the day the sale ends. The person or persons for which the sign or signs are displayed shall be responsible for its removal and subject to the penalties as provided in this code.

14. Seasonal Sales.

No sign permit is required. Such temporary signs may be placed upon private property only. Vendors who receive a license as defined in chapter 8.01 SMC for seasonal or temporary sales activities (e.g. Christmas trees) are permitted one sign not to exceed twenty square feet in sign area. This sign shall be mounted to the booth or trailer used for temporary sales.

D. Directional Signs.

1. General Standards.

Directional signs that meet the standards of this subsection are allowed in all zones and are not counted in the total square footage of permanent signage allowed on the site. Adjustments or modifications to the standards of this subsection are prohibited.

2. Size.

Freestanding directional signs may be up to six square feet in area and forty two inches in height. Fascia directional signs may be up to six square feet in area and eight feet in height.

3. Sign Features.

Direct, internal or indirect lighting is allowed. Extensions into the right of way are prohibited.

4. Directional Signs that Do Not Meet the Standards of this Subsection.

Directional signs that do not meet the standards of this subsection must meet either the standards for signs attached to buildings or the standards for freestanding signs.

E. Permanent Banners.

1. General.

Banners used as permanent signs are allowed in all zones and will be included in

~~the total square footage of permanent signage allowed on the site. Temporary banners are regulated under subsection (C) above.~~

~~2. Standards.~~

~~Permanent banners are subject to the standards for either fascia signs or projecting signs depending on how the banner is supported or anchored.~~

~~F. Electronic Message Center Signs.~~

~~Electronic message center signs are permitted subject to the limitations in Table 17C.240.4.)~~

D. Removal of Signs.

1. The director of public works and utilities may require any legally permitted or legal non-conforming signs extending into the right-of-way to be modified or moved if streets are widened, or other improvements made in the right-of-way, which result in the creation of unsafe conditions. The modification or moving will be at the owner's expense. If a legal nonconforming sign is moved under this requirement, it may be re-erected on the site without being brought into conformance.
2. Abandoned signs and signs not explicitly allowed within the right-of-way shall be subject to immediate removal, under the authority of the director of public works or his/her designee.

Comment [RJ2]: Does this apply to off-premise signs?

Comment [MA3]: This section currently exists in 17C.240.240 (C)(4) and applies to signs extending into the R-O-W. I would interpret this to apply to signs attached to buildings that extend into the R-O-W.

Section 19. That there is adopted a new section 17C.240.241 to chapter 17C.240 of the Spokane Municipal Code to read as follows:

Section 17C.240.241 Building Mounted Wall Signs.

A. Placement.

Signs attached to buildings or structures that are based on the sign rights of a primary building wall may be placed on that primary building wall, on a secondary building wall, or on another structure. They may not be placed on another primary building wall.

B. Awnings and Marquees.

Signs attached to an awning or marquee that extends into the right-of-way must comply with the pedestrian clearance and right-of-way extension standards of [SMC 17F.040.140](#), Awnings

C. Fascia Signs.

1. Vertical Extensions.

Fascia signs may not extend more than six inches above the top of the building wall. Fascia signs attached to other structures may not extend above the top of the structure.

2. Horizontal Extensions.

A fascia sign may not extend more than eighteen inches out from the wall or structure to which it is attached. Fascia signs may not extend beyond the corner of buildings or other structures.

D. Projecting Signs.

1. Vertical extensions.

The face of a projecting sign may not extend more than six inches above the roof line.

2. Placement.

Projecting signs that extend over the right-of-way must meet the placement standards of [SMC 17C.240.170\(B\)](#), Signs Extending Into the Right-of-way.

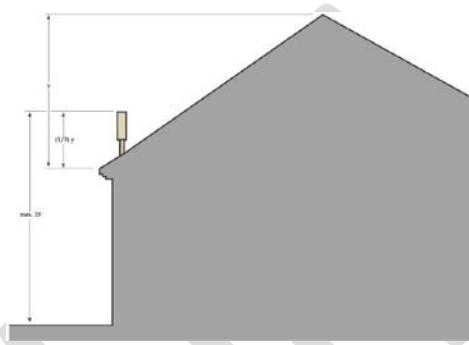
Section 20. That there is adopted a new section 17C.240.242 to chapter 17C.240 of the Spokane Municipal Code to read as follows:

Section 17C.240.242 Roof-Mounted Signs

A. No permit shall issue for a roof-mounted sign which does not comply with the following standards:

1. Number. No more than one (1) roof-mounted sign shall be allowed for each building.
2. Area. The area of the roof-mounted sign shall not exceed the total amount of wall sign area that would be allowed for the building or site on which the roof mounted sign is located.
3. Location. Allowed on the slope of peaked/sloped roof buildings only, and only on the lowest one-third (1/3) of the slope of the peaked roof. Roof-mounted signs shall be installed so that the structural supports of the sign are minimized. Angle irons, guy wires, braces or other secondary supports shall appear to be an integral part of the roof or roof-mounted sign.
4. Zone. Roof-mounted signs are permitted in nonresidential zones only.
5. Design. Roof-mounted signs may be non-illuminated, internally illuminated or indirectly illuminated, provided that the light is limited to the sign face only.

Figure 10
Roof Mounted Signs



Section 21. That there is adopted a new section 17C.240.243 to chapter 17C.240 of the Spokane Municipal Code to read as follows:

Section 17C.240.243 Freestanding Signs

A. Setbacks.

Freestanding signs are regulated as follows:

1. Residential Zones.

- a. In residential zones, freestanding signs are allowed in required setbacks; however, in required front setbacks, monument signs exceeding three and one-half feet tall shall be setback ten feet from the front property line, provided that the requirements of [SMC 17C.240.170\(C\)](#) are met.
- b. Freestanding signs with structural supports less than two feet in width, with copy area placed at a height of seven feet or more above grade, may be located at the front property line, provided that the requirements of [SMC 17C.240.170\(C\)](#) are met.

- c. Freestanding signs with structural supports of more than two feet shall be set back not less than ten feet from the front property line, provided that the requirements of [SMC 17C.240.170\(C\)](#) are met.
- 2. Commercial and Industrial Zones.
In O, OR, NR, NMU, CB, CC-2, GC, LI, and HI zones, freestanding signs are allowed in required setbacks for buildings and parking areas. However, freestanding signs are prohibited in the setback between a property line abutting a residentially zoned site and the building line or parking area setback line.
- B. Frontages.
Freestanding signs must be placed on arterial street frontages unless there are none. Freestanding signs that are allowed based on the length of one arterial street frontage may not be placed on another arterial street frontage. Frontage on a freeway is not considered arterial street frontage.
- C. Extensions Into the Right-of-way.
Freestanding signs may project into the public right-of-way as follows, provided they also meet the requirements of 17C.240.170(B):
 - 1. No more than ten feet beyond the property line; or
 - 2. Within two feet of the curbline, whichever is the smaller projection.
 - 3. The area of a sign is limited by the amount of projection beyond the property line, as follows:
 - a. A sign projecting more than six feet cannot have a total area of projection in excess of sixty square feet; and
 - b. A sign projecting less than six feet may not exceed one hundred square feet in area.
 - 4. All supports of a freestanding sign must be on private property.
- D. Directional Signs.
 - 1. General Standards.
Directional signs that meet the standards of this subsection are allowed in all zones and are not counted in the total square footage of permanent signage allowed on the site. Adjustments or modifications to the standards of this subsection are prohibited.
 - 2. Size.
Freestanding directional signs may be up to six square feet in area and forty two inches in height. Fascia directional signs may be up to six square feet in area and eight feet in height.
 - 3. Sign Features.
Direct, internal or indirect lighting is allowed. Extensions into the right-of-way are prohibited. Up to 25 percent of the area of the sign may contain a logo, image, or other copy.
 - 4. Directional Signs that Do Not Meet the Standards of this Subsection.
Directional signs that do not meet the standards of this subsection must meet either the standards for signs attached to buildings or the standards for freestanding signs.

Section 22. That there is adopted a new section 17C.240.244 to chapter 17C.240 of the Spokane Municipal Code to read as follows:

Section 17C 240.244 Temporary Signs

- A. No Permit required. No sign permit is required for temporary signs.
- B. Removal. Any abandoned temporary sign, or other temporary signs that are not explicitly allowed within the right-of-way shall be removed. Failure to remove such signs shall constitute a violation of this chapter.

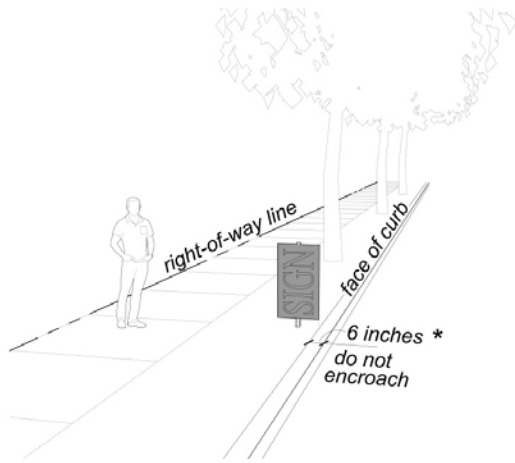
1. The director of public works and utilities shall have the authority to require the immediate removal of any abandoned temporary sign or other temporary signs not explicitly allowed in the public right-of-way.
 2. Authority over abandoned temporary signs in other locations is described in SMC 17C.240.050. The removal shall be at the cost of the sign and/or property owner.
- C. Materials. See the definition of "temporary sign" in Section 17C.240.015.
- D. City property (excluding City right-of-way). Temporary signs on City-owned property (excluding City right-of-way) are allowed only in conjunction with an approved Special Event permit.
- E. City Right-of-Way outside of the Roadway. Temporary signs allowed to be placed in the right-of-way shall meet the following standards:
1. The sign is entirely outside the roadway.
 2. The sign is no larger than the maximum allowed for a freestanding temporary sign in the zoning district.
 3. The sign is entirely outside of the area of a right-of-way corner that is between the curb and the lines created by extending the property line to the curb face (See Figure 11a).

Figure 11a
Exclusion Area



4. The sign is entirely outside the area of a sidewalk that is between the lines created by extending the edges of any curb ramp across the sidewalk to the property line.
5. The edge of the sign is within six inches of the curb (See Figure 11b).

Figure 11b
Temporary Signs in the Right of Way



* = Where no curb is present, distance must be 5' from edge of roadway

6. The sign does not obstruct a continuous through pedestrian zone of at least six feet in width.
 7. The sign does not obstruct pedestrian and wheelchair access from the sidewalk to any of the following:
 - a. Transit stop areas.
 - b. Designated disabled parking spaces.
 - c. Disabled access ramps; or
 - d. Building exits including fire escapes.
 8. Physical Attachment to Public Property.
See SMC 17C.240.070(I).
 9. Additional Placement Standards for Temporary Signs.
Temporary signs placed in the right-of-way must meet the following additional standards:
 - a. Where no curb exists, the sign must be placed outside the roadway at least five feet from the edge of the roadway. Temporary signs may not be placed in medians, traffic islands, or other areas within the roadway.
 - b. Temporary signs must not be placed in parking spaces, pedestrian pathways, or bicycle paths. Residential zones.
 - c. Temporary signs placed in the right-of-way must have the permission for such placement of the abutting property owner, resident, or respective agent. For purposes of this section, the public right-of-way shall mean that portion of the public right-of-way located next to a street between the roadway and the adjacent private property open to the public for general pedestrian passage, including the buffer/planting strip.
- F. Temporary signs may be placed on property residentially zoned in accordance with the requirements of this Section and the following:
1. Freestanding signs (includes post-mounted, stake and portable signs).
 - a. Single-family zones: Temporary free-standing signs shall not exceed four (4) square feet in size and five (5) feet in height, if the sign is post mounted on the ground, and not to exceed three (3) feet in height if the sign is stake-mounted or portable.

- b. Multi-family zones: Temporary free-standing signs shall not exceed six (6) square feet in size and five (5) feet in height if the sign is post mounted on the ground, and not to exceed three (3) feet in height if the sign is stake-mounted or portable.
 - 2. Surface-mounted signs. Limited to sites two (2) acres or larger:
 - a. Size. No larger than thirty-two (32) square feet.
 - b. Location. Must be flatly affixed to walls below the fascia or parapet line, or flatly affixed to on-site fences either facing or abutting the street, or facing inward to the subject site. Signs shall not be attached or tethered to other site improvements.
- G. Non-residential zones. Temporary signs are allowed on non-residentially zoned property in accordance with the requirements of this Section and the following:
 - 1. Freestanding signs (including post-mounted, stake and portable signs): Size/height. Limited to four (4) square feet and five (5) feet in height if the temporary sign is mounted in the ground, and not to exceed three (3) feet in height if the temporary sign is portable.
 - 2. Surface-mounted signs:
 - a. Size. Limited to thirty-two (32) square feet.
 - b. Location. Must be flatly affixed to walls below the fascia or parapet line, or flatly affixed to on-site fences either facing the abutting street, or facing inward to the subject site. Signs shall not be attached or tethered to other site improvements.

Section 23. That there is adopted a new section 17C.240.245 to chapter 17C.240 of the Spokane Municipal Code to read as follows:

Section 17C.240.245 Sandwich Board Signs

- A. Sandwich board signs shall be limited to one sign per address. These signs are subject to the following conditions:
 - 1. Size.

The area of the sign shall not exceed nine square feet per side in size and shall not exceed three feet in any dimension.
 - 2. Maintenance Standards.

Signs shall be constructed out of materials able to withstand typical northwest weather. Such materials may be metal, finished wood, chalkboard, whiteboard, or plastic; signs and copy shall be of professional quality. Owners of sandwich board signs shall be required to keep their signs in a legible, intact, and well-maintained manner.
 - 3. Display Time.

Signs may only be displayed during business or event hours. If business or event hours continue past daylight hours, precautions should be taken to place the sign in a location where it is readily visible after dark. This shall not be construed to allow the wiring of a sign for lighting.
 - 4. Location.

Signs may be located no further than twelve feet from the business, sponsoring establishment, or event location. Such signs shall not be placed in a location which is within the vision triangle or any location which will impede vehicular traffic. Further, such signs shall not be placed in a manner which will block or otherwise obstruct the safe use of sidewalks, building entrances or stairs by pedestrians, including pedestrians who are visually impaired or otherwise handicapped.

Section 24. That there is adopted a new section 17C.240.246 to chapter 17C.240 of the Spokane Municipal Code to read as follows:

Section 17C.240.246 Community Banners

A. Community Banners.

Such signs may be permitted and extend into the public right-of-way by permission of the city administrator or appointed representative. Such signs may only be placed at City-designated locations provided that the banner:

1. is not commercial advertising but, rather, has as its principal purpose the promotion of a civic event, public service announcement, holiday decoration, or similar community interests;
2. complies with all applicable codes and officially adopted city policies; and
3. does not, in the judgment of the street director, present a traffic hazard.

Section 25. That there is adopted a new section 17C.240.247 to chapter 17C.240 of the Spokane Municipal Code to read as follows:

Section 17C.240.247 Electronic Message Center Signs

A. Electronic Message Center Signs.

Electronic message center signs are permitted subject to the limitations in Table 17C.240-4.

Table 17C 240-4 Electronic Message Center Sign Features							
<u>Zoning Category</u>	<u>Maximum Allowed Sign Size by Zoning Designation: Freestanding/Wall</u>	<u>Electronic Message Center Sign Size</u>	<u>Hours of Operation</u>	<u>Brightness</u>	<u>Timing</u>	<u>Content</u>	<u>Signs Using Video Display Methods Permitted?</u>
<u>CC4</u>	<u>Wall: 15 sq. ft.</u> <u>Freestanding: 15 sq. ft.</u>	<u>Not Allowed</u>					
<u>All Residential & CA4</u>	<u>Residential Use: 15 sq. ft.</u> <u>Institutional Use: Wall: 50 sq. ft.</u> <u>Freestanding: 50 sq. ft.</u>	<u>Not allowed for residential use.</u> <u>Not greater than 50% of the allowed sign size for institutional uses.</u>	<u>Shall be turned off between the hours of 10 pm and 6 am</u>	<u>[1]</u>	<u>[2][3]</u>	<u>On premises advertising only</u>	<u>No</u>
<u>CC1, CA1 & CA2</u>	<u>Wall: 50 sq. ft.</u> <u>Freestanding: 50 sq. ft.</u>	<u>No greater than 50% maximum total allowable sign area</u>	<u>Not Limited</u>	<u>[1]</u>	<u>[2][3]</u>	<u>On premises advertising only</u>	<u>No</u>
<u>O, OR, NR [4], NMU</u>	<u>Wall: 50 sq. ft.</u> <u>Freestanding: 50 sq. ft.</u>	<u>No greater than 50% maximum total allowable sign area</u>	<u>Not Limited</u>	<u>[1]</u>	<u>[2][3]</u>	<u>On premises advertising only</u>	<u>No</u>
<u>CC2, CB, CA3</u>	<u>Wall: 100 sq. ft.</u> <u>Freestanding: 75 sq. ft.</u>	<u>No greater than 50% maximum total allowable sign area or 48 sq. feet. (the lesser of the two)</u>	<u>Not Limited</u>	<u>[1]</u>	<u>[2][3]</u>	<u>On premises advertising only</u>	<u>No</u>
<u>GC, LI, HI</u>	<u>Wall: 250 sq. ft.</u> <u>Freestanding: 250 sq. ft.</u>	<u>No greater than 50% maximum total allowable sign area or 48 sq. feet. (the lesser of the two)</u>	<u>Not Limited</u>	<u>[1]</u>	<u>[2][3]</u>	<u>On premises advertising only</u>	<u>Yes</u>
<u>DTC, DTG, DTU, DTS [5]</u>	<u>Wall: 250 sq. ft.</u> <u>Freestanding: 250 sq. ft.</u>	<u>Not Allowed</u>					

Notes:

[1] Brightness:

-Electronic message centers in all zones shall come equipped with an automatic dimming photocell, which automatically adjusts the display's brightness based on ambient light conditions.

-The brightness level in all zones shall not increase by more than 0.3 foot candles (or 3.23 lumens per square meter or lux) as measured using a foot candle meter at a pre-set distance.

-Brightness measurement process for electronic message centers shall be as follows:

a. At least 30 minutes past sunset, use a foot candle meter to record the ambient light reading for the area. This is done while the electronic message center is off or displaying all black copy.

b. The reading should be taken with the meter aimed directly at the electronic message center and measured from a distance of 100 feet.

c. Turn on the electronic message center to full white copy and take another reading.

d. If the difference between the readings is 0.3 foot candles or less, the brightness is properly adjusted.

-The owners of such signs shall include a signed letter accompanying their permit application, certifying that they will comply with the prescribed brightness limitations set by this ordinance.

[2] Timing: Electronic message centers shall display static images for not less than two seconds before transitioning to another static image. Transitions may utilize frame effects but flashing signs are prohibited.

[3] Duration: An animated sign or any portion of a sign that uses a video display method shall have a minimum duration of two seconds and a maximum duration of five seconds.

[4] NR Zone Limitation: In the NR Zone, electronic message centers are allowed only on sites that have frontage on a Minor or a Principal Arterial as designated on the Official Arterial Street Map, [SMC 12.08.040](#).

[5] Downtown Zone Prohibition: Electronic message centers are prohibited in all downtown zones. Existing electronic message center signs are nonconforming signs and are subject to the provisions of SMC 17C.240.280

Section 26. That SMC Section 17C.240.250 is amended to read as follows:

Section 17C.240.250 Off-premises Signs

- A. No new off-premises signs may be constructed, on any site.
- B. Off-premises signs now in existence in any zone, meeting the requirements of 17C.240.280, are ((declared)) considered nonconforming uses and may remain, subject to the following restrictions:
1. A nonconforming off-premises sign may not be increased in size or elevation, relocated to another site or to a new location on the same site or expanded, enlarged, or extended in any way, including, but not limited to, the addition of advertising faces or the addition of rotating faces with movable panels designed to create additional advertising, except as provided for in the public works exception below.
 2. Public Works Exception.
((An existing)) A legal, non-conforming off-premises sign that is allowed to remain in conformance with ((SMC 17C.240.250(B))) this section shall be allowed to be relocated if necessitated for the accomplishment of a governmental public works project. This relocation of these off-premises signs for public works projects shall be subject to the limitations in subsections (a) through ((e))f below:
 - a. No increase in square footage of ((outdoor advertising display)) off-premises sign copy shall be permitted. These signs shall be replaced at the same size they existed at immediately prior to relocation.
 - b. No additional ((outdoor advertising)) sign faces shall be added.
 - c. No increase in height of the existing ((outdoor advertising display)) off-premises sign shall be permitted except where needed to provide for minimum height clearance (from the ground to the bottom of the off-premises signs) to comply with roadway safety.
 - d. The ((outdoor advertising display)) off-premises sign shall be relocated along the same roadway it was removed from in the geographical vicinity and shall comply with the Scenic Vistas Act of 1971 (chapter 47.42 RCW and chapter 468-66 WAC) if located along a state highway. For purposes of this provision, the term "roadway" shall apply to both directions of a couplet.
 - e. The off-premise sign shall not be relocated to a site with a Residential, Neighborhood Retail, or Center and Corridor zoning designation including CA zones, or located within an historic district, regardless of the zoning or district of the original sign location.
 - ((e-))f. The relocation of the ((outdoor advertising)) off-premises sign shall be subject to all current City of Spokane rules, regulations, and procedures relating to the regulation and control of ((off-premises)) signs((-))excepting size, height, and off premise advertising limitations.

3. A nonconforming off-premises sign may not be structurally altered. Structural alterations mean alterations to, including replacement of, either the off-premises sign face, or the supporting structure. Normal maintenance and repair including painting, cleaning, or replacing damaged parts of the off-premises sign, shall not be considered a structural alteration.
4. Any nonconforming off-premises sign which deteriorates, is damaged or destroyed by fire, explosion, wind, act of nature, failure to maintain or other accidental means may be restored if the cost thereof does not exceed fifty percent of its replacement cost. Off-premises signs damaged in an amount in excess of fifty percent of replacement cost shall be removed.
5. All nonconforming off-premises signs shall be kept in good repair and maintained in a neat, clean, attractive and safe condition. Any work required to repair or maintain an off-premises sign shall be completed promptly so long as the off-premises sign is not structurally altered, and so long as the cost of such repair and/or maintenance does not exceed fifty percent of the cost of replacing the off-premise sign.

Section 27. That SMC Section 17C.240.260 is amended to read as follows:

Section 17C.240.260 Additional Standards for Specific Uses

- A. Bed and Breakfast Facilities.
Sites with bed and breakfast facilities must meet the sign regulations for household living.
- ~~((B. Temporary Activities.
Permanent signs associated with temporary activities are prohibited. All signs associated with a temporary activity must be removed when the activity ends.))~~
- B. Home Occupations.
Sites with home occupations must meet the sign regulations for household living.

Section 28. That SMC Section 17C.240.270 is amended to read as follows:

Section 17C.240.270 Additional Standards in ~~((Overlay Zones))~~ Shoreline Districts

- A. General Shoreline Regulations.
 1. In addition to any restrictions and conditions in this chapter, signs in the shoreline jurisdiction are subject to special regulations as set forth in SMC 17C.240.270(A) through SMC 17C.240.270(D). These special regulations address general shoreline sign requirements and those that are specific to shoreline districts as generally represented on the shoreline districts map.
 2. The following regulations apply in all shoreline districts:
 - a. No sign may front directly on the watercourse.
 - b. No sign may be located on the water side of a street parallel and adjacent to the watercourse or any place where it would impair a vista or visual access to the water.
 - c. Off-premises signs, permanent banners and roof signs are not allowed.

- d. In the shoreline natural environment or those areas identified under ~~((SMC 17E.060.630))~~ SMC 17E.060.020, Natural Land Forms, all signs may be prohibited at the discretion of the director, with exceptions made for wayfinding or interpretative signs giving directions to viewpoints or trails and signs describing special flora, fauna, or historical or cultural features.
- e. Directional and interpretive signs accessory to park uses shall be allowed within the shoreline buffer and may not exceed an area of twelve square feet or a height of nine feet.
- ~~((f. Directional signs may not exceed an area of twelve square feet or a height of nine feet.))~~
- f. Pursuant to ~~((SMC 17E.060.290(R)))~~ SMC 17E.060.280(R), required access signs that indicate the public's right of access and hours of access shall be installed and maintained by the property owner and shall not exceed an area of twelve square feet or a height of nine feet.
- g. Pre-existing signs are governed by the nonconforming use provisions of SMC 17C.240.280.

B. Upriver District.

- 1. Signs must be flat against the building or a variation of a flat sign, such as a "V" sign, and may not project more than eighteen inches into a required yard or public right-of-way.
- 2. No sign may exceed thirty-five feet in height above average grade along the front of the building.
- 3. Signs are subject to maximum area limitations based on lineal frontage and building size as follows:
 - a. One square foot of sign area is allowed for every lineal foot of street frontage, to a maximum sign area of twenty square feet.
 - b. On corner lots, additional signs up to one-half square foot in area are permitted for each lineal foot of frontage on the side street, to a maximum of twenty square feet of sign area.
 - c. The maximum sign area for a building over two stories is ten percent of the building facade on the principal street, to a maximum of sixty square feet.
- 4. Signs may be directly, internally, or indirectly illuminated but not animated, flashing, or rotating.
- 5. The illumination of a sign may not exceed the equivalent of:
 - a. eight hundred MA fluorescent lamps spaced on twelve-inch centers penetrating a three-sixteenths inch white Plexiglas facing, or

- b. sixty MA neon tubing in an individual letter with no more than three tubes per letter.

C. Downtown and Campus Districts.

1. Signs must be flat against the building, or a variation of a flat sign such as a "V" sign, and may not project more than eighteen inches into a required yard or public right-of-way.
2. No sign may exceed thirty-five feet in height above average grade along the front of the building.
3. Signs are subject to maximum area limitations based on lineal frontage and building size as follows:
 - a. One square foot of sign area is allowed for every lineal foot of street frontage, to a maximum sign area of fifty square feet.
 - b. Additional signs may be allowed up to one-half square foot in area for each lineal foot of frontage measured along the side street, to a maximum of fifty square feet of sign area.
 - c. The maximum sign area for a building over two stories is ten percent of the area of the building facade on the principal street, up to a maximum sign area of one hundred fifty square feet.
4. Signs may be directly, internally, or indirectly illuminated but not animated, flashing, or rotating.
5. The illumination of a sign may not exceed the equivalent of:
 - a. eight hundred MA fluorescent lamps spaced on eight-inch centers penetrating a three-sixteenth inch Plexiglas facing material, or
 - b. sixty MA neon tubing in an individual letter with no more than four tubes per letter.

D. Great Gorge Park, Downriver, and Latah Creek Districts.

1. No sign may be illuminated, animated, flashing, or rotating.
2. Up to two signs of an area of six square feet or less each may be used to advertise the sale of products raised or grown on the premises.
3. Any Peaceful Valley commercial area is governed by regulations of the Upriver District.

Section 29. That SMC Section 17C.240.280 is amended to read as follows:

Section 17C.240.280 Nonconforming Signs

- A. Any sign legally existing prior to August 5, 2009 that does not conform in use, location, height, or size with the regulations of the zone in which such sign is located shall be

considered nonconforming and may continue in such status until such time as it is removed by its owner.

B. Regulations that Apply to All Nonconforming Signs.

1. Sign maintenance, sign repair, and changing of permanent sign faces is allowed so long as structural alterations are not made and the sign is not increased in size. In the DTS zone, for existing signs that are sixty feet or more in height, the replacement of the sign cabinet with a sign cabinet of equal or smaller sign area is permitted if the sign height is not more than the existing sign.
2. Permanent signs and sign structures that are moved, replaced, or structurally altered must be brought into conformance with the sign regulations. However, nonconforming signs required to be moved because of public right-of-way improvements may be re-established (See SMC 17C.240.240(((C)(4)))D, Removal of Signs, and SMC 17C.240.250(B)(2), Public Works Exception.)
3. Nonconforming temporary signs must be removed.
4. Ownership.
The status of a nonconforming sign is not affected by changes in ownership.
5. Change to a Conforming Sign.
A nonconforming sign may be altered to become conforming or be replaced with a conforming sign by right. Once a sign is altered to conform or is replaced with a conforming sign, the nonconforming rights for that sign are lost and a nonconforming sign may not be re-established. Unless prohibited, proposed changes that are not in conformance are subject to the adjustment process.
6. Loss of Nonconforming Sign Status.
 - a. Discontinuance.
If there is no sign face in place on a sign structure or building wall for six continuous months, the nonconforming rights are lost and a nonconforming sign may not be re-established.
 - b. Destruction.
When a sign or sign structure is removed or intentionally destroyed, replacement signs and sign structures must comply with the current standards. However:
 - i. Repair and Maintenance.
A nonconforming sign or sign structure may be removed temporarily to perform sign maintenance or sign repair. In order to preserve the nonconforming sign status, the person removing the sign must inform the director, in writing, before the sign is removed. If the responsible party fails to inform the director, any re-erected sign will be considered a new sign.
 - ii. Unintentional Destruction.
When a sign or sign structure that has nonconforming elements is damaged or destroyed by fire, explosion, wind, act of nature, or other accidental means, it may be rebuilt to the same size and height using the same or similar materials, so long as the cost of

Comment [RJ4]: I thought we added some language to this to make it clear that we're not talking about damage caused by neglect or failure to maintain?

Comment [MA5]: There was language added to that effect in .250 as it relates to off-premises signs. These are the only changes I have in my drafts related to this section?

such repair and/or maintenance does not exceed fifty percent of the cost of replacing the non-conforming sign.

C. Documenting a Nonconforming Sign.

To document legal nonconforming status, the applicant must provide evidence to show that the sign was established prior to the effective date of this chapter or allowed when established, and that the sign has been maintained over time. If the applicant provides standard evidence from the lists below, the director will determine if the evidence is satisfactory.

1. Sign Established Before effective Date of this Chapter.

If the sign was established before the effective date of this chapter, the applicant must provide evidence to show that the sign was established before the effective date of this chapter. Standard evidence that the sign was established before the effective date of this chapter is a:

- a. building, zoning, sign, or development permit;
- b. date-stamped photograph of the sign at its current location.

2. Sign Maintained Over Time.

The applicant must provide evidence to show that the sign has been maintained over time. Standard evidence that the sign has been maintained over time is:

- a. utility bills;
- b. sign-specific property or income tax records;
- c. business licenses;
- d. listings in telephone, business, or Polk directories;
- e. advertisements in dated publications;
- f. building, sign, land use, or development permits; or
- g. records of sign lease agreements;
- h. tax returns or schedules.

Section 30. That SMC Section 17C.240.290 entitled "Bonus Allowance for Outstanding Design" is repealed.

Section 31. That SMC Section 17C.240.300 entitled "Construction Provisions and Traffic Engineer Review" is repealed.

Section 32. That there is adopted a new section 17C.240.310 to chapter 17C.240 of the Spokane Municipal Code to read as follows:

Section 17C.240.310 Exceptions

- A. Approval Required. An exception may be granted from the strict application of the regulations in this Chapter which apply to: (a) sign placement on a parcel or building

frontage; (b) sign area; or (3) sign height, as regulated in this Chapter. An exception may not be granted to allow any prohibited signs or prohibited sign features, as described in Section 17C.240.070, or for any other purpose not listed in this subsection. The exception procedure in this Section does not apply to any street Right-of-Way Use permit or Building permit.

- B. Need for Sign Permit, Consolidation of Processing. An application for an exception may be submitted before or concurrent with the associated sign permit application. No sign permit application requiring an exception for issuance will be processed without a sign exception application unless the applicant specifically requests that the application be processed without an exception.
- C. Review Procedures. The following steps shall be followed in the processing of sign exception applications:
 - 1. Determination of Complete Application (Section 17G.060.090)
 - 2. Notice of Decision (Section 17G.060.190)
 - 3. Appeals (Section 17G.060.210)
- D. Application Requirements. A complete sign exception application shall consist of the following:
 - 1. Application form. A completed sign exception application, including the applicant's name, address, phone number and e-mail address. If the applicant is not the property owner, then the property owner must be identified and the application must include an affidavit from the property owner, verifying that the property owner has given permission to the applicant for the submission of the sign exception application and for the installation/posting of the sign on the property owner's property.
 - 2. Sign Permit Application (all of the materials required by Section 17C.240.080 Sign Permit required). However, the applicant may submit an exception application without a sign permit application as provided in subsection B above.
 - 3. A narrative report which describes the requested exception in detail. The report shall identify all of the sections of this Chapter from which the applicant is requesting the exception, as well as the nature and extent of the exception (in size, area, location on the property, height).
 - 4. The narrative report shall also include the applicant's description of the manner in which the sign exception satisfies all of the exception criteria in subsection E below.
 - 5. Fees. Payment of the appropriate sign exception application fee.
- E. Exception Criteria for Approval. Sign exception applications shall be reviewed by the planning director to determine whether all of the following criteria are satisfied. In order to approve any sign exception, the director must make written findings to show that all of the following criteria have been met:
 - 1. The request for an exception is due to unusual conditions pertaining to sign visibility needs for a specific building or lot; and
 - 2. The sign will not create a hazard; and
 - 3. The sign will not violate any state statute or any City Code provision (other than the ones identified in this Chapter relating to signs); and

4. The sign will not negatively affect adjacent property; and
 5. The sign will be in keeping with the general character of the surrounding area and the granting of the exception would not result in an alteration of the essential character of the surrounding area; and
 6. The proposed exception is consistent with the purposes and intent of the Zoning Code and the purposes of this Chapter; and
 7. The exception is consistent with the City's Comprehensive Plan; and
 8. The applicant has established that there are practical difficulties in complying with the provision(s) of this Chapter and that the proposed sign is a reasonable use of the property. (Economic considerations alone do not constitute practical difficulties.); and
 9. The plight of the applicant is due to circumstances unique to the property, which were not created by the applicant or landowner; and
 10. The exception will not permit any sign type or use that is not allowed in the zoning district where the affected land is located, nor will it allow any sign or sign feature prohibited under Section 17C.240.070.
- F. First Amendment Exception. Where an applicant can demonstrate that the strict application of the regulations in this Chapter would violate his/her First Amendment rights, the City may grant an exception that does not conform to all of the exception criteria in subsection E above. However, the applicant shall submit an application which provides his/her response to each of the exception criteria in subsection E. The City need not make findings that all of the exception criteria have been satisfied, but if not all criteria have not been satisfied, the exception may only be granted to the extent reasonably necessary to protect the applicant's First Amendment rights. If a First Amendment exception is granted, it shall be treated as an approval of an exception for purposes of this Chapter.
- G. Notice of Final Decision. A Notice of Decision incorporating the decision on the exception application shall issue not more than 120 days after issuance of the Determination of Complete Application.
- H. Expiration of Exception. If the exception is approved, the sign identified in the exception must be installed within 180 days or the exception will expire. No sign may be erected if there is no sign permit for the sign, or if the exception or the sign permit has expired, even if the applicant has received associated building permits or street Right-of-Way Use permits, and the latter have not expired.

ADOPTED BY THE CITY COUNCIL ON **November 20, 2017.**

(Delivered to the Mayor on the ____ day of **November, 2017**)

Attest:

City Clerk

Mayor

Council President

Approved as to form:

Assistant City Attorney

Date

Effective Date

DRAFT

ORDINANCE NO. C2

An ordinance relating to sign standards amending SMC 17C.340.110, 17C.370.030, 17A.020.010, 17A.020.020, 17A.020.030, 17A.020.040, 17A.020.050, 17A.020.060, 17A.020.090, 17A.020.130, 17A.020.140, 17A.020.160, 17A.020.190 to title 17C of the Spokane Municipal Code and setting and effective date.

WHEREAS, on April 10, 2017 the City Council adopted Ordinance No. C35490, imposing an immediate, six-month moratorium on the relocation of off-premises signs into areas of Spokane having a center and corridor zoning designation; setting a public hearing; and declaring an emergency; and

WHEREAS, on May 22, 2017 the City Council held a public hearing on Ordinance No. C35490, received a staff report, presentation by the proponents and opponents of the moratorium, heard public testimony, adopted findings of fact, extended the moratorium for an additional six months and set an expiration date of November 22; and

WHEREAS, during the moratorium, Planning Department staff conducted workshops with the Plan Commission and City Council to discuss revisions to the City's sign regulations to (i) address the concerns that prompted the Council's adoption of the moratorium and (ii) to meet the guidelines set forth in the U.S. Supreme Court's opinion in *Reed v. Gilbert*, 135 S. Ct. 2218, 192 L.Ed.2d 236 (2015) and other applicable law (the "Sign Code Update"); and

WHEREAS, the Plan Commission held workshops on the proposed Sign Code Update on June 14, 2017, September 13, 2017, and September 27, 2017, and a public hearing on October 11, 2017; and

WHEREAS, based on written and verbal testimony that is a part of the record and is summarized in the City Plan Commission Recommendation, Findings and Conclusions adopted on October 25, 2017, the Plan Commission unanimously recommended that the City Council adopt the proposed Sign Code Update; and

WHEREAS, the changes proposed by the Sign Code Update necessitated changes to other sections of the Spokane Municipal Code for consistency and administrative purposes; and

WHEREAS, the Plan Commission held workshops on the proposed changes on October 25, 2017 and November 8, 2017 and a public hearing on December 13, 2017; and

WHEREAS, based on written and verbal testimony that is a part of the record and is summarized in the City Plan Commission Recommendation, Findings and Conclusions adopted on January 10, 2018, the Plan Commission unanimously recommended that the City Council adopt the proposed changes; and

WHEREAS, on November 14, 2017, the responsible official issued a determination of non-significance (DNS) under SEPA (Chapter 43.21C RCW) relating to the proposed changes

and notice of said DNS was published in the Spokesman Review on November 29, and December 6, 2017.

WHEREAS, the City complied with RCW 36.70A.370 in processing the Sign Code Update.

NOW, THEREFORE,

The City of Spokane does ordain:

Section 1. That SMC Section 17C.340.110 is amended to read as follows:

Section 17C.340.110 Development Standards

Structural alteration to accommodate the occupation is not permitted:

- A. unless required by code, a separate outside access to the area devoted to the occupation is not permitted;
- B. the occupation, including storage, does not occupy more than twenty-five percent of the residence's finished floor area, nor in any case more than two hundred square feet;
- C. the occupation does not occupy any accessory structure, including an attached garage;
- D. the number of persons engaged in the home occupation may not exceed two persons. This may consist of either one family member and one nonfamily member or two family members;
- E. ~~there is no commercial advertising, except that there may be one nonilluminated sign, up to three square foot in area, bearing the name and occupation of the occupant, placed flat against the building;~~ The sign standards are stated in chapter 17C.240 SMC, Signs;
- F. There is no window or outdoor display.
- G. Any stock of goods has been produced on the premises.
- H. No use is made of equipment or material that produces vibration, noise, dust, smoke, odor, or electrical interference to the detriment of surrounding residences.
- I. There are no deliveries or shipments to or from the premises of such quantities or frequency as would involve commercial motor vehicles or suggest a need for a customer parking area.
- J. The property shall retain its residential appearance and character.
- K. No commercial use of the streets shall be allowed as specified in [SMC 17C.319.100](#).

Section 2. That SMC Section 17C.370.030 is amended to read as follows:

Section 17C.370.030 Procedure

- A. Planning Director Administrative or Hearing Examiner Decision.
 - 1. Establishing a use under this chapter in an eligible structure requires following the same application and posting process as a Type II or III Conditional Use Process as provided in [chapter 17G.060 SMC](#). A Type III application is required for projects that have a floor area of three thousand square feet or more,

including building additions, and for any non-residential project on a site that does not have frontage on a designated arterial (principal, minor, or collector). For projects that do not exceed this threshold, a Type II conditional use permit application is required, except the planning director may require a Type II conditional use permit application be processed as a Type III application when the director issues written findings that the Type III process is in the public interest.

2. The planning director administrative decision or hearing examiner decision is only for the use approved through the process. If a proposed change of use for the site proposes other uses that are not within the use category description approved for the site, a new planning director administrative decision or hearing examiner decision is required to determine the requirements that the new use shall follow.
- B. The fee for the planning director administrative decision is the same as a Type I application. The fee for a Type III hearing examiner decision shall be the same as a Type III application.
- C. A predevelopment meeting as provided in [SMC 17G.060.040](#) is required before an application may be submitted.
- D. Decision criteria are found in [SMC 17G.060.170](#) and applications shall follow the same procedures for a Type II or III conditional use process, as may be applicable depending on the type of application reviewed.
- E. If the planning director or hearing examiner makes a determination with supporting findings that the benefits of the proposed use and improvements to the existing structure and the property on which the structure is located would mitigate potential negative impacts on the residential character of the area, then a planning director administrative decision or hearing examiner decision may be granted consistent with the following uses. The director or hearing examiner may make a determination with supporting findings that a proposed use is not permitted because the nature of the use would have negative impacts on the residential character of the area that cannot be mitigated with conditions of approval.
 1. Uses Not Allowed.
Sale or leasing of:
 - a. motorized consumer vehicles,
 - b. fire arms,
 - c. weapons,
 - d. marijuana.
 2. Uses Allowed:
 - a. Office uses found in [SMC 17C.190.250](#);
 - b. Retail sales and service uses found in [SMC 17C.190.270](#); and
 - c. Uses allowed within the RMF zone found in [SMC 17C.110.100](#).
- F. Development and operation standards in addition to the base zone:
 1. The structure on the site must have been originally legally built to accommodate a non-residential use and, at the time of application, its existing use must not be classified within the institutional use category as described in Article V of [chapter 17C.190 SMC](#), which may be converted under [SMC 17C.320.060](#).
 2. Reserved.
 3. The site must be located within the RA, RSF, RTF, RMF, or RHD zones.
 4. The site size may not be expanded and the uses approved under this section may not expand onto surrounding sites beyond the site area existing on July 26, 2012. Any expansion of existing structures is subject to the current applicable development standards, except structures larger than five thousand square feet

shall not be expanded. A planting of L2 see-through buffer as described by [SMC 17C.200.030](#) shall be required for any structural expansion or provision of additional off-street parking.

5. Parking and loading requirements are specific to the use authorized by the hearing examiner or director and shall follow the standards in [chapter 17C.230 SMC](#) Parking and Loading for a Neighborhood Retail Zone (NR).
 6. Business operation hours shall be determined by the hearing examiner or director. Operational hours for non-residential uses operating later than ten p.m. and earlier than five a.m. will need to demonstrate that all off-site impacts will be fully mitigated.
 7. Drive through facilities are prohibited.
 8. Outdoor storage is prohibited. Outdoor seating areas and daytime display of merchandise is allowed.
 9. Lighting shall be provided within parking lots and along pedestrian walkways. Lighting fixtures shall be limited to sixteen feet in height. All lighting shall be shielded from producing off-site glare.
 10. All exterior garbage cans, garbage collection areas, and recycling collection areas must be screened from the street and any adjacent properties. Trash receptacles for pedestrian use are exempt.
 11. The signage standards ~~((for the CC4 zones))~~ in [SMC 17C.240.150](#), [Table 17C.240-1](#) shall apply. ~~Temporary outdoor signage is prohibited except that one sandwich board sign is permitted.~~ If the a sandwich board sign is erected in the public right-of-way it must be consistent with ~~((SMC 17C.240.240))~~[SMC 17C.240.244](#).
- G. If the hearing examiner or planning director determines that proposed use is appropriate for the site, the hearing examiner or director may attach additional conditions to the decision that may include items such as:
1. Building and property improvements that must be completed prior to issuance of a certificate of occupancy.
 2. Conditions needed to mitigate off-site impacts consistent with [SMC 17C.220](#) Off-Site Impacts.
 3. Specific conditions under which the use may operate.
- H. Appeals.
- The decisions of the planning director may be appealed to the hearing examiner as provided for in [SMC 17G.060.210](#) and follow an appeal process consistent with a Type II Conditional Use Permit application. The decisions of the hearing examiner may be appealed to superior court as provided for in [SMC 17G.060.210](#).

Section 3. That SMC Section 17C.020.010 is amended to read as follows:

Section 17C.240.070 Prohibitions

[Section 17A.020.010](#) "A" Definitions

- A. Abandoned Sign Structure.
~~((A sign structure where no sign has been in place for a continuous period of at least six months.))~~[See SMC 17C.240.015.](#)
- B. Aboveground Storage Tank or AST.
Any one or connected combination of tanks that is used to contain an accumulation of liquid critical materials and the aggregate volume of which (including the volume of piping connected thereto) is more than sixty gallons and the entire exterior surface

area of the tank is above the ground and is able to be fully visually inspected. Tanks located in vaults or buildings that are to be visually inspected are considered to be aboveground tanks.

C. Accepted.

A project for which the required plans have been found to be technically adequate.

D. Accessory Dwelling Unit (ADU).

An accessory dwelling unit is a separate additional living unit, including separate kitchen, sleeping, and bathroom facilities, attached or detached from the primary residential unit, on a single-family lot. ADUs are known variously as:

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

E. Accessory Structure.

A structure of secondary importance or function on a site. In general, the primary use of the site is not carried on in an accessory structure.

1. Accessory structures may be attached or detached from the primary structure.
2. Examples of accessory structures include:
 - a. Garages,
 - b. Decks,
 - c. Fences,
 - d. Trellises,
 - e. Flagpoles,
 - f. Stairways,
 - g. Heat pumps,
 - h. Awnings, and
 - i. Other structures.
3. See also [SMC 17A.020.160](#) ("Primary Structure").

F. Accessory Use.

A use or activity which is a subordinate part of a primary use and which is clearly incidental to a primary use on a site.

G. Activity.

See Regulated Activity.

H. Administrative Decision.

A permit decision by an officer authorized by the local government. The decision may be for approval, denial, or approval with conditions and is subject to the applicable development standards of the land use codes or development codes.

I. Adult Bookstore or Adult Video Store.

1. A commercial establishment which, as one of its principal business activities, offers for sale or rental for any form of consideration any one or more of the following: books, magazines, periodicals or other printed matter, or photographs, films, motion pictures, video cassettes, compact discs, digital video discs, slides, or other visual representations which are characterized by their emphasis upon the display of "specified anatomical areas," as defined in [SMC 17A.020.190](#), or "specified sexual activities," as defined in [SMC 17A.020.190](#). A "principal business activity" exists where the commercial establishment meets any one or more of the following criteria:
 - a. At least thirty percent of the establishment's displayed merchandise consists of said items; or
 - b. At least thirty percent of the retail value (defined as the price charged to customers) of the establishment's displayed merchandise consists of said items; or

- c. At least thirty percent of the establishment's revenues derive from the sale or rental, for any form of consideration, of said items; or
 - d. The establishment maintains at least thirty percent of its floor space for the display, sale, and/or rental of said items (aisles and walkways used to access said items, as well as cashier stations where said items are rented or sold, shall be included in "floor space maintained for the display, sale, and/or rental of said items"); or
 - e. The establishment maintains at least five hundred square feet of its floor space for the display, sale, and/or rental of said items (aisles and walkways used to access said items, as well as cashier stations where said items are rented or sold, shall be included in "floor space maintained for the display, sale, and/or rental of said items"); or
 - f. The establishment regularly offers for sale or rental at least two thousand of said items; or
 - g. The establishment regularly features said items and regularly advertises itself or holds itself out, in any medium, by using "adult," "XXX," "sex," "erotic," or substantially similar language, as an establishment that caters to adult sexual interests.
- 2. For purposes of this definition, the term "floor space" means the space inside an establishment that is visible or accessible to patrons, excluding restrooms.
- J. Adult Business.
An "adult bookstore or adult video store," an "adult entertainment establishment," or a "sex paraphernalia store."
- K. Adult Entertainment Establishment.
 - 1. An "adult entertainment establishment" is an enclosed building, or any portion thereof, used for presenting performances, activities, or material relating to "specified sexual activities" as defined in [SMC 17A.020.190](#) or "specified anatomical areas" as defined in [SMC 17A.020.190](#) for observation by patrons therein.
 - 2. A motion picture theater is considered an adult entertainment establishment if the preponderance of the films presented is distinguished or characterized by an emphasis on the depicting or describing of "specified sexual activities" or "specified anatomical areas."
 - 3. A hotel or motel providing overnight accommodations is not considered an adult entertainment establishment merely because it provides adult closed circuit television programming in its rooms for its registered overnight guests.
- L. Adult Family Home.
A residential use as defined and licensed by the state of Washington in a dwelling unit.
- M. Agency or Agencies.
The adopting jurisdiction(s), depending on the context.
- N. Agricultural Activities.
 - 1. Pursuant to WAC 173-26-020(3)(a), agricultural uses and practices including, but not limited to:
 - a. Producing, breeding, or increasing agricultural products;
 - b. Rotating and changing agricultural crops;
 - c. Allowing land used for agricultural activities to lie fallow in which it is plowed and tilled but left unseeded;
 - d. Allowing land used for agricultural activities to lie dormant as a result of adverse agricultural market conditions;

- e. Allowing land used for agricultural activities to lie dormant because the land is enrolled in a local, state, or federal conservation program, or the land is subject to a conservation easement;
 - f. Conducting agricultural operations; maintaining, repairing, and replacing agricultural equipment;
 - g. Maintaining, repairing, and replacing agricultural facilities, provided that the replacement facility is not closer to the shoreline than the original facility; and
 - h. Maintaining agricultural lands under production or cultivation.
- 2. The City of Spokane shoreline master program defines agriculture activities as:
 - 1. Low-intensity agricultural use is defined as passive grazing and plant cultivation; or
 - 2. High-intensity agricultural use includes such activities as feedlots, feed mills, packing plants, agricultural processing plants or warehouse for the purpose of processing, packing, and storage of agricultural products.
- O. Agricultural Land.
Areas on which agricultural activities are conducted as of the date of adoption of the updated shoreline master program pursuant to the State shoreline guidelines as evidenced by aerial photography or other documentation. After the effective date of the SMP, land converted to agricultural use is subject to compliance with the requirements herein.
- P. AKART.
An acronym for “all known, available, and reasonable methods to control toxicants” as used in the sense of the state Water Pollution Control Act and RCW 90.48.520 thereof. AKART shall represent the most current methodology that can be reasonably required for preventing, controlling, or abating the pollutants associated with a discharge. The concept of AKART applies to both point and nonpoint sources of pollution.
- Q. Alkali Wetlands.
Alkali wetlands means wetlands characterized by the occurrence of shallow saline water. In eastern Washington, these wetlands contain surface water with specific conductance that exceeds three thousand micromhos/cm. They have unique plants and animals that are not found anywhere else in eastern Washington such as the alkali bee. Conditions within these wetlands cannot be easily reproduced through compensatory mitigation.
- R. Alley.
See “Public Way” ([SMC 17A.020.160](#)).
- S. Alteration.
A physical change to a structure or site.
 - 1. Alteration does not include normal maintenance and repair or total demolition.
 - 2. Alteration does include the following:
 - . Changes to the facade of a building.
 - a. Changes to the interior of a building.
 - b. Increases or decreases in floor area of a building; or
 - c. Changes to other structures on the site, or the development of new structures.
- T. Alteration of Plat, Short Plat, or Binding Site Plan.
The alteration of a previously recorded plat, short plat, binding site plan, or any portion thereof, that results in a change to conditions of approval or the deletion of existing lots or the change of plat or lot restrictions or dedications that are shown on

the recorded plat. An alteration does not include a boundary line adjustment subject to [SMC 17G.080.030](#).

U. Alternative or Post-incarceration Facility.

A group living use where the residents are on probation or parole.

V. [Deleted]

W. [Deleted]

X. [Deleted]

Y. [Deleted]

Z. API 653.

The American Petroleum Institute's standards for tank inspection, repair, alteration, and reconstruction.

AA. Appeal.

A request for review of the interpretation of any provision of [Title 17 SMC](#).

AB. Appeal – Standing For.

As provided under RCW 36.70C.060, persons who have standing are limited to the following:

1. The applicant and the owner of property to which the land use decision is directed; and
2. Another person aggrieved or adversely affected by the land use decision, or who would be aggrieved or adversely affected by a reversal or modification of the land use decision. A person is aggrieved or adversely affected within the meaning of this section only when all of the following conditions are present:
 - a. The land use decision has prejudiced or is likely to prejudice that person;
 - b. That person's asserted interests are among those that the local jurisdiction was required to consider when it made the land use decision;
 - c. A judgment in favor of that person would substantially eliminate or redress the prejudice to that person caused or likely to be caused by the land use decision; and
 - d. The petitioner has exhausted his or her administrative remedies to the extent required by law (RCW 36.70C.060).

AC. Applicant.

An application for a permit, certificate, or approval under the land use codes must be made by or on behalf of all owners of the land and improvements. "Owners" are all persons having a real property interest. Owners include:

1. Holder of fee title or a life estate;
2. Holder of purchaser's interest in a sale contract in good standing;
3. Holder of seller's interest in a sale contract in breach or in default;
4. Grantor of deed of trust;
5. Presumptively, a legal owner and a taxpayer of record;
6. Fiduciary representative of an owner;
7. Person having a right of possession or control; or
8. Any one of a number of co-owners, including joint, in common, by entireties, and spouses as to community property.

AD. Application – Complete.

An application that is both counter-complete and determined to be substantially complete as set forth in [SMC 17G.060.090](#).

AE. Aquaculture.

The farming or culture of food fish, shellfish, or other aquatic plants or animals in freshwater or saltwater areas, and may require development such as fish hatcheries, rearing pens and structures, and shellfish rafts, as well as use of natural spawning and rearing areas. Aquaculture does not include the harvest of free-swimming fish or the harvest of shellfish not artificially planted or maintained, including the harvest of wild stock geoducks on DNR-managed lands.

AF. Aquatic Life.

Shall mean all living organisms, whether flora or fauna, in or on water.

AG. Aquifer or Spokane Aquifer.

A subterranean body of flowing water, also known as the Spokane-Rathdrum Aquifer, that runs from Pend Oreille Lake to the Little Spokane River.

AH. Aquifer Sensitive Area (ASA).

That area or overlay zone from which runoff directly recharges the aquifer, including the surface over the aquifer itself and the hillside areas immediately adjacent to the aquifer. The area is shown in the map adopted as part of [SMC 17E.050.260](#).

AI. Aquifer Water Quality Indicators.

Common chemicals used for aquifer water quality screening. These are:

1. Calcium,
2. Magnesium,
3. Sodium,
4. Total hardness,
5. Chloride,
6. Nitrate-nitrogen, and
7. Phosphorus.

AJ. Archaeological Areas and Historical Sites.

Sites containing material evidence of past human life, such as structures and tools and/or cultural sites with past significant historical events. These sites are a nonrenewable resource and provided a critical educational link with the past.

AK. Architectural feature.

Ornamental or decorative feature attached to or protruding from an exterior wall or roof, including cornices, eaves, belt courses, sills, lintels, bay windows, chimneys, and decorative ornaments.

AL. Architectural Roof Structure.

Minor tower or turret extending from the cornice or main roof line of a building, typically highlighting a primary corner or building entry. For purposes of the FBC, such features may not be occupied.

1. Area of Shallow Flooding.
A designated AO or AH Zone on the Flood Insurance Rate Map (FIRM).
2. The base flood depths range from one to three feet.
3. A clearly defined channel does not exist.
4. The path of flooding is unpredictable and indeterminate.
5. Velocity flow may be evident.
6. AO is characterized as sheet flow and AH indicates ponding.

AM. Area of Shallow Flooding.

A designated AO or AH Zone on the Flood Insurance Rate Map (FIRM).

1. The base flood depths range from one to three feet.
2. A clearly defined channel does not exist.
3. The path of flooding is unpredictable and indeterminate.
4. Velocity flow may be evident.
5. AO is characterized as sheet flow and AH indicates ponding.

AN. Area of Special Flood Hazard.

The land in the floodplain within a community subject to a one percent or greater chance of flooding in any given year. Designation on maps always includes the letters A or V.

AO. Arterial.

See:

1. "Principal Arterials" – [SMC 17A.020.160](#),
2. "Minor Arterials" – [SMC 17A.020.130](#),
3. "Collector Arterial" – [SMC 17A.020.030](#), or
4. "Parkway" – [SMC 17A.020.160](#).

AP. Assisted Living Facility.

A multi-family residential use licensed by the state of Washington as a boarding home pursuant to chapter 18.20 RCW, for people who have either a need for assistance with activities of daily living (which are defined as eating, toileting, ambulation, transfer [e.g., moving from bed to chair or chair to bath], and bathing) or some form of cognitive impairment but who do not need the skilled critical care provided by nursing homes.

1. An "assisted living facility" contains multiple assisted living units.
2. An assisted living unit is a dwelling unit permitted only in an assisted living facility.

AQ. Attached Housing.

Two or more dwelling units that are single-family residences on individual lots attached by a common wall at a shared property line. These include:

1. Townhouses,
2. Row houses, and
3. Other similar structures

AR. Attached Structure.

Any structure that is attached by a common wall to a dwelling unit.

1. The common wall must be shared for at least fifty percent of the length of the side of the principal dwelling.
2. A breezeway is not considered a common wall.
3. Structures including garages, carports, and house additions attached to the principal dwelling unit with a breezeway are still detached structures for purposes of this chapter and its administration.

AS. Available Capacity.

Capacity for a concurrency facility that currently exists for use without requiring facility construction, expansion, or modification (RCW 76.70A.020).

AT. Average Grade Level.

Means the average of the natural or existing topography of the portion of the lot, parcel, or tract of real property on that part of the lot to be occupied by the building or structure as measured by averaging the elevations at the center of all exterior walls of the proposed structure.

AU. Awning

A roof-like cover, often made of fabric or metal, designed and intended for protection from the weather or as a decorative embellishment, and which projects from a wall or roof of a structure over a window, walk, or door.

Section 4. That SMC Section A.020.020 is amended to read as follows:

Section 17A.020.020 “B” Definitions

A. Backed Sign.

~~((A sign where the faces of the sign are parallel or within twenty degrees of parallel to each other.))~~ See SMC 17C.240.015.

B. Balloon Sign.

~~((A sign that is blown up with air or gas.))~~ See SMC 17C.240.015.

C. Bank Carving.

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

D. Bank Erosion.

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

E. Bankfull Width.

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

F. Banner.

~~((A sign made of fabric or other similar non-rigid material with no enclosing framework or electrical components that is supported or anchored on two or more edges or at all four corners. Banners also include non-rigid signs anchored along one edge, or two corners, with weights installed that reduce the reaction of the sign to wind. See also Flag.)) See SMC 17C.240.015.~~

G. Bas-relief

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

H. Base Flood.

1. The flood having a one percent chance of being equaled or exceeded in any given year, also referred to as the “one hundred year flood.”
2. Designation on maps always includes the letters A or V.

I. Basement.

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

J. Bedrock.

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

K. Bee.

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

L. Beekeeper.

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

M. Best Available Science.

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

N. Best Management Practices.

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

O. Bikeways/Pathways.

Facilities designated for use by commuters and recreational users on foot or bicycle. The following types of bikeway facilities are identified and further defined in the Spokane Regional Pedestrian/Bikeway Plan published by the Spokane Regional Transportation Council:

1. Residential bikeway.
2. Shared-use lane.
3. Paved shoulder.
4. Bicycle lane.
5. Shared-use pathway.

P. Binding Site Plan – Final.

A drawing to a scale which:

1. identifies and shows the areas and locations of all streets, roads, improvements, utilities, open spaces, and any other matters provided in [SMC 17G.080.060](#);
2. contains inscriptions or attachments setting forth such appropriate limitations and conditions for the use of the land; and

3. contains provisions making any development be in conformity with the site plan.
 4. A binding site plan can only be used on property zoned commercial or industrial.
- Q. Binding Site Plan – Preliminary.
- A neat and approximate drawing of a proposed binding site plan showing the general layout of streets, alleys, lots, blocks, and other elements required by this chapter. The preliminary binding site plan shall be the basis for the approval or disapproval of the general layout of a binding site plan.
- R. Block.
- A group of lots, tracts, or parcels within well-defined and fixed boundaries. Blocks shall be recognized as closed polygons, bordered by street right-of-way lines, addition lines, or a combination of the two, unless an alley is desired, in which case a block is comprised of two closed polygons bordered by street and alley right-of-way lines.
- S. Block Frontage.
- All of the property fronting on one side of a street that is between intersecting or intercepting streets, or that is between a street and a water feature, or end of a dead end street. An intercepting street determines only the boundary of the block frontage on the side of the street which it intercepts.
- T. Board.
- The board of county commissioners of Spokane County.
- U. Boating Facilities.
- Boating facilities include uses for boat or launch ramps. Boating facility use generally requires shoreline modification with impacts to the shoreline both waterward and landward of the ordinary high-water marks.
- V. Boundary Line Adjustment.
- A division made for the purpose of adjusting boundary lines which does not create any additional lot, tract, parcel, site, or division nor create any lot, tract, parcel, site, or division which contains insufficient area and dimension to meet minimum requirements for width and area for a building site.
- W. Breakaway Wall.
- A wall that is not part of the structural support of the building and is intended through its design and construction to collapse under specific lateral loading forces, without causing damage to the elevated portion of the building or supporting foundation system.
- X. Breezeway.
- A breezeway is a roofed passageway joining two separate structures.
- Y. Building.
1. A “building” is a structure, or part, used or intended for supporting or sheltering any use or occupancy.
 2. The term includes “factory-built structure” and “mobile home.”
 3. “Building” does not include a recreational vehicle.
 4. “Building” means a structure that has a roof and is enclosed on at least fifty percent of the area of its sides for purposes of administration of zoning provisions.

Z. Building Base

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

AA. Building Coverage.

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

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

AB. Building Envelope.

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

AC. Building Frontage.

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

AD. Build-to Line.

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

AE. Bulkhead.

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

Section 5. That SMC Section 17A.020.030 is amended to read as follows:

Section 17A.020.030 “C” Definitions

A. Candidate Species.

A species of fish or wildlife, which is being reviewed, for possible classification as threatened or endangered.

B. Carport.

A carport is a garage not entirely enclosed on all sides by sight-obscuring walls and/or doors.

C. Cellular Telecommunications Facility.

They consist of the equipment and structures involved in receiving telecommunication or radio signals from mobile radio communications sources and transmitting those signals to a central switching computer that connects the mobile unit with the land-based telephone lines.

D. Central Business District.

The general phrase “central business district” refers to the area designated on the

comprehensive plan as the “downtown” and includes all of the area encompassed by all of the downtown zoning categories combined.

E. Certificate of Appropriateness.

Written authorization issued by the commission or its designee permitting an alteration or significant change to the controlled features of a landmark or landmark site after its nomination has been approved by the commission.

F. Certificate of Capacity.

A document issued by the planning services department indicating the quantity of capacity for each concurrency facility that has been reserved for a specific development project on a specific property. The document may have conditions and an expiration date associated with it.

G. Certified Erosion and Sediment Control Lead (CESCL).

An individual who is knowledgeable in the principles and practices of erosion and sediment control. The CESCL shall have the skills to assess the:

1. site conditions and construction activities that could impact the quality of stormwater, and
2. effectiveness of erosion and sediment control measures used to control the quality of stormwater discharges.

The CESCL shall have current certification through an approved erosion and sediment control training program that meets the minimum training standards established by the Washington State department of ecology.

H. Change of Use.

For purposes of modification of a preliminary plat, “change of use” shall mean a change in the proposed use of lots (e.g., residential to commercial).

I. Channel Migration Zone (CMZ).

A corridor of variable width that includes the current river plus adjacent area through which the channel has migrated or is likely to migrate within a given timeframe, usually one hundred years.

J. Channelization.

The straightening, relocation, deepening, or lining of stream channels, including construction of continuous revetments or levees for the purpose of preventing gradual, natural meander progression.

K. City.

The City of Spokane, Washington.

L. Clear Street Width.

The width of a street from curb to curb minus the width of on-street parking lanes.

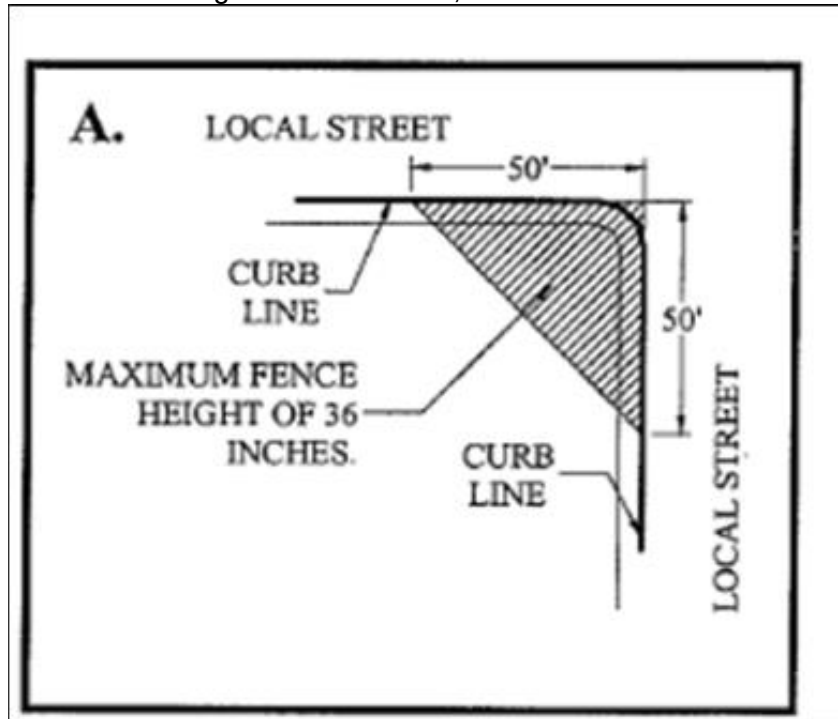
M. Clear Pedestrian Zone

Area reserved for pedestrian traffic; typically included herein as a portion of overall sidewalk width to be kept clear of obstructions to foot traffic.

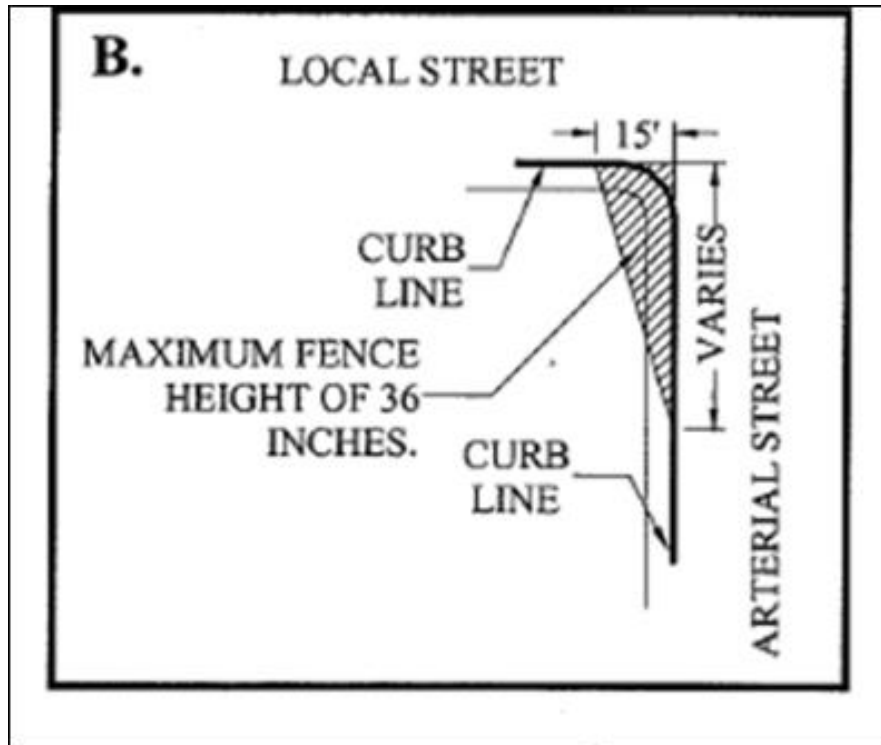
N. Clear View Triangle

A clear view maintained within a triangular space at the corner of a lot so that it does not obstruct the view of travelers upon the streets.

1. A right isosceles triangle having sides of fifty feet measured along the curb line of each intersecting residential street; or

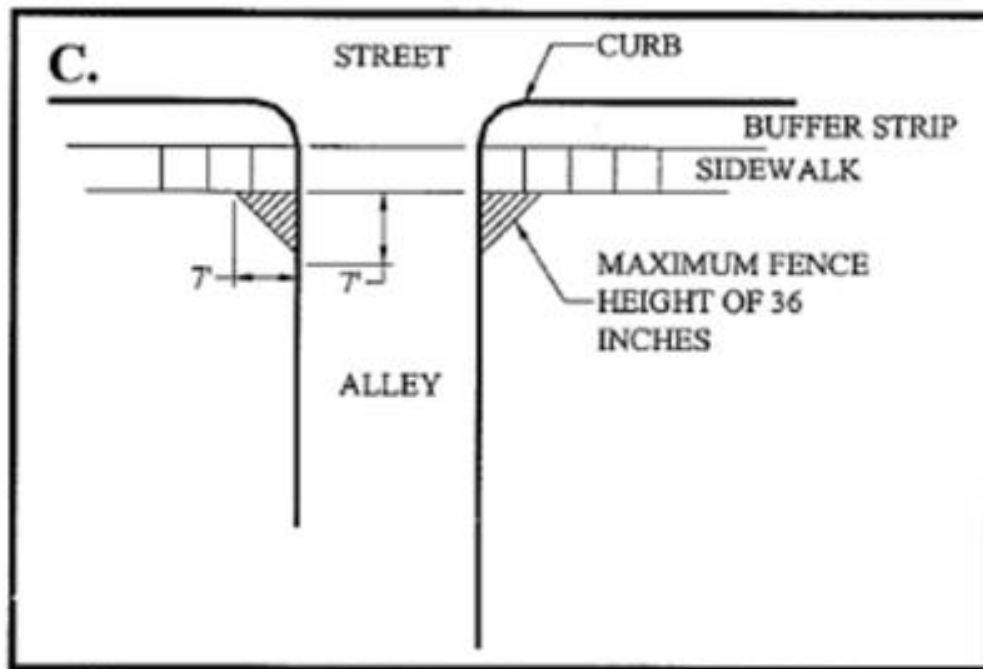


2. A right triangle having a fifteen-foot side measured along the curb line of the residential street and a seventy-five foot side along the curb line of the intersecting arterial street, except that when the arterial street has a speed limit of thirty-five miles per hour, the triangle has a side along such arterial of one hundred twenty-two feet; or



A right isosceles triangle having sides of seven feet measured along the right-of-way line of an alley and:

- a. the inside line of the sidewalk; or
- b. if there is no sidewalk, a line seven feet inside the curb line.



- O. Clear Zone.
An unobstructed, relatively flat area provided beyond the edge of the traveled way for the recovery of errant vehicles.
- P. Clearing.
The removal of vegetation or plant cover by manual, chemical, or mechanical means. Clearing includes, but is not limited to, actions such as cutting, felling, thinning, flooding, killing, poisoning, girdling, uprooting, or burning.
- Q. Cliffs.
 1. A type of habitat in the Washington department of fish and wildlife (WDFW) priority habitat and species system that is considered a priority due to its limited availability, unique species usage, and significance as breeding habitat. Cliffs are greater than twenty-five feet high and below five thousand feet elevation.
 2. A "cliff" is a steep slope of earth materials, or near vertical rock exposure. Cliffs are categorized as erosion landforms due to the processes of erosion and weathering that produce them. Structural cliffs may form as the result of fault displacement or the resistance of a cap rock to uniform downcutting. Erosional cliffs form along shorelines or valley walls where the most extensive erosion takes place at the base of the slope.
- R. Closed Record Appeal Hearing.
A hearing, conducted by a single hearing body or officer authorized to conduct such hearings, that relies on the existing record created during a quasi-judicial hearing on the application. No new testimony or submission of new evidence and information is allowed.
- S. Collector Arterial.
A relatively low speed street serving an individual neighborhood.
 1. Collector arterials are typically two-lane roads with on-street parking.
 2. Their function is to collect and distribute traffic from local access streets to principal and minor arterials.
- T. Co-location.
Is the locating of wireless communications equipment from more than one provider on one structure at one site.
- U. Colony.
A hive and its equipment and appurtenances, including one queen, bees, comb, honey, pollen, and brood.
- V. Commercial Driveway.
Any driveway access to a public street other than one serving a single-family or duplex residence on a single lot.
- W. Commercial Vehicle.
Any vehicle the principal use of which is the transportation of commodities, merchandise, produce, freight, animals, or passengers for hire.
- X. Commission – Historic Landmarks.
The City/County historic landmarks commission.

Y. Community Banner.

~~((A temporary banner made of sturdy cloth or vinyl that is not commercial advertising that has the purpose of the promotion of a civic event, public service announcement, holiday decorations, or similar community and cultural interests and is placed on a structure located in the public right-of-way, subject to procedures authorized by city administrator.))~~See SMC 17C.240.015.

Z. Community Meeting.

An informal meeting, workshop, or other public meeting to obtain comments from the public or other agencies on a proposed project permit prior to the submission of an application.

1. A community meeting is between an applicant and owners, residents of property in the immediate vicinity of the site of a proposed project, the public, and any registered neighborhood organization or community council responsible for the geographic area containing the site of the proposal, conducted prior to the submission of an application to the City of Spokane.
2. A community meeting does not constitute an open record hearing.
3. The proceedings at a community meeting may be recorded and a report or recommendation shall be included in the permit application file.

AA. Compensatory Mitigation.

Replacing project-induced wetland losses or impacts, and includes, but is not limited to, the following:

1. Restoration.
The manipulation of the physical, chemical, or biological characteristics of a site with the goal of returning natural or historic functions to a former or degraded wetland. For the purpose of tracking net gains in wetland acres, restoration is divided into re-establishment and rehabilitation.
2. Re-establishment.
The manipulation of the physical, chemical, or biological characteristics of a site with the goal of returning natural or historic functions to a former wetland. Re-establishment results in a gain in wetland acres (and functions). Activities could include removing fill material, plugging ditches, or breaking drain tiles.
3. Rehabilitation.
The manipulation of the physical, chemical, or biological characteristics of a site with the goal of repairing natural or historic functions of a degraded wetland. Rehabilitation results in a gain in wetland function but does not result in a gain in wetland acres. Activities could involve breaching a dike to reconnect wetlands to a floodplain or return tidal influence to a wetland.
4. Creation (Establishment).
The manipulations of the physical, chemical, or biological characteristics present to develop a wetland on an upland or deepwater site where a wetland did not previously exist. Establishment results in a gain in wetland acres. Activities typically involve excavation of upland soils to elevations that will produce a wetland hydroperiod, create hydric soils, and support the growth of hydrophytic plant species.
5. Enhancement.
The manipulation of the physical, chemical, or biological characteristics of a wetland site to heighten, intensify, or improve specific function(s) or to change the growth stage or composition of the vegetation present. Enhancement is

undertaken for specified purposes such as water quality improvement, flood water retention, or wildlife habitat. Enhancement results in a change in some wetland functions and can lead to a decline in other wetland functions, but does not result in a gain in wetland acres. Activities typically consist of planting vegetation, controlling non-native or invasive species, modifying site elevations or the proportion of open water to influence hydroperiods, or some combination of these activities.

6. Protection/Maintenance (Preservation).

Removing a threat to, or preventing the decline of, wetland conditions by an action in or near a wetland. This includes the purchase of land or easements, repairing water control structures or fences or structural protection such as repairing a barrier island. This term also includes activities commonly associated with the term preservation. Preservation does not result in a gain of wetland acres, may result in a gain in functions, and will be used only in exceptional circumstances.

AB. Comprehensive Plan.

The City of Spokane comprehensive plan, a document adopted pursuant to chapter 36.70A RCW providing land use designations, goals and policies regarding land use, housing, capital facilities, housing, transportation, and utilities.

AC. Conceptual Landscape Plan.

A scale drawing showing the same information as a general site plan plus the location, type, size, and width of landscape areas as required by the provisions of [chapter 17C.200 SMC](#).

1. The type of landscaping, L1, L2, or L3, is required to be labeled.
2. It is not a requirement to designate the scientific name of plant materials on the conceptual landscape plan.

AD. Concurrency Certificate.

A certificate or letter from a department or agency that is responsible for a determination of the adequacy of facilities to serve a proposed development, pursuant to [chapter 17D.010 SMC](#), Concurrency Certification.

AE. Concurrency Facilities.

Facilities for which concurrency is required in accordance with the provisions of this chapter. They are:

1. transportation,
2. public water,
3. fire protection,
4. police protection,
5. parks and recreation,
6. libraries,
7. solid waste disposal and recycling,
8. schools, and
9. public wastewater (sewer and stormwater).

AF. Concurrency Test.

The comparison of an applicant's impact on concurrency facilities to the available capacity for public water, public wastewater (sewer and stormwater), solid waste disposal and recycling, and planned capacity for transportation, fire protection, police protection, schools, parks and recreation, and libraries as required in [SMC 17D.010.020](#).

AG. Conditional Use Permit.

A "conditional use permit" and a "special permit" are the same type of permit application for purposes of administration of this title.

AH. Condominium.

Real property, portions of which are designated for separate ownership and the remainder of which is designated for common ownership solely by the owners of those portions. Real property is not a condominium unless the undivided interests in the common elements are vested in unit owners, and unless a declaration and a survey map and plans have been recorded pursuant to chapter 64.34 RCW.

AI. Confidential Shelter.

Shelters for victims of domestic violence, as defined and regulated in chapter 70.123 RCW and WAC 248-554. Such facilities are characterized by a need for confidentiality.

AJ. Congregate Residence.

A dwelling unit in which rooms or lodging, with or without meals, are provided for nine or more non-transient persons not constituting a single household, excluding single-family residences for which special or reasonable accommodation has been granted.

AK. Conservancy Environments.

Those areas designated as the most environmentally sensitive and requiring the most protection in the current shoreline master program or as hereafter amended.

AL. Container.

Any vessel of sixty gallons or less in capacity used for transporting or storing critical materials.

AM. Context Areas

Established by the Regulating Plan, Context Area designations describe and direct differing functions and features for areas within FBC limits, implementing community goals for the built environment.

AN. Conveyance.

In the context of [chapter 17D.090 SMC](#) or [chapter 17D.060 SMC](#), this term means a mechanism for transporting water from one point to another, including pipes, ditches, and channels.

AO. Conveyance System.

In the context of [chapter 17D.090 SMC](#) or [chapter 17D.060 SMC](#), this term means the drainage facilities and features, both natural and constructed, which collect, contain and provide for the flow of surface and stormwater from the highest points on the land down to receiving water. The natural elements of the conveyance system include swales and small drainage courses, streams, rivers, lakes, and wetlands. The constructed elements of the conveyance system include gutters, ditches, pipes, channels, and most flow control and water quality treatment facilities.

AP. Copy.

~~((Letters, characters, illustrations, logos, graphics, symbols, writing, or any combination thereof designed to communicate information of any kind, or to advertise, announce or identify a person, entity, business, business product, or to advertise the sale, rental, or lease of premises))~~ See SMC 17C.240.015.

AQ. Cottage Housing.

1. A grouping of individual structures where each structure contains one dwelling unit.
2. The land underneath the structures is not divided into separate lots.
3. A cottage housing development may contain no less than six and no more than twelve individual structures in addition to detached accessory buildings for storing vehicles. It may also include a community building, garden shed, or other facility for use of the residents.

AR. Council.

The city council of the City of Spokane.

AS. County.

Usually capitalized, means the entity of local government or, usually not capitalized, means the geographic area of the county, not including the territory of incorporated cities and towns.

AT. Covenants, Conditions, and Restrictions (CC&Rs).

A document setting forth the covenants, conditions, and restrictions applicable to a development, recorded with the Spokane County auditor and, typically, enforced by a property owner's association or other legal entity.

AU. Creep.

Slow, downslope movement of the layer of loose rock and soil resting on bedrock due to gravity.

AV. Critical Amount.

The quantity component of the definition of critical material.

AW. Critical Aquifer Recharge Areas (CARA).

Critical aquifer recharge areas (CARA) include locally identified aquifer sensitive areas (ASA) and wellhead protection areas.

AX. Critical Areas.

Any areas of frequent flooding, geologic hazard, fish and wildlife habitat, aquifer sensitive areas, or wetlands as defined under [chapter 17E.010 SMC](#), [chapter 17E.020 SMC](#), [chapter 17E.030 SMC](#), [chapter 17E.040 SMC](#), and [chapter 17E.070.SMC](#).

AY. Critical Facility.

A facility for which even a slight chance of flooding might be too great. Critical facilities include, but are not limited to:

1. schools;
2. nursing homes;
3. hospitals;
4. police;
5. fire;
6. emergency response installations; and
7. installations which produce, use, or store hazardous materials or hazardous waste.

AZ. Critical Material.

1. A compound or substance, or class thereof, designated by the division director of public works and utilities which, by intentional or accidental release into the aquifer or ASA, could result in the impairment of one or more of the beneficial uses of aquifer water and/or impair aquifer water quality indicator levels. Beneficial uses include, but are not limited to:
domestic and industrial water supply,
 - a. domestic and industrial water supply,
 - b. agricultural irrigation,
 - c. stock water, and
 - d. fish propagation.
 Used herein, the designation is distinguished from state or other designation.
2. A list of critical materials is contained in the Critical Materials Handbook, including any City modifications thereto.

BA. Critical Material Activity.

A land use or other activity designated by the manager of engineering services as involving or likely to involve critical materials.

A list of critical materials activities is contained in the Critical Materials Handbook.

A. Critical Materials Handbook.

The latest edition of a publication as approved and amended by the division director of public works and utilities from time to time to accomplish the purposes of this chapter.

1. The handbook is based on the original prepared by the Spokane water quality management program ("208") coordination office, with the assistance of its technical advisory committee. It is on file with the director of engineering services and available for public inspection and purchase.
2. The handbook, as approved and modified by the division director of public works and utilities, contains:
 - a. a critical materials list,
 - b. a critical materials activities list, and
 - c. other technical specifications and information.
3. The handbook is incorporated herein by reference. Its provisions are deemed regulations authorized hereunder and a mandatory part of this chapter.

BC. Critical Review.

The process of evaluating a land use permit request or other activity to determine whether critical materials or critical materials activities are involved and, if so, to determine what appropriate measures should be required for protection of the aquifer and/or implementation of the Spokane aquifer water quality management plan.

BD. Critical Review Action.

1. An action by a municipal official or body upon an application as follows:
 - a. Application for a building permit where plans and specifications are required, except for Group R and M occupancies ([SMC 17G.010.140](#) and [SMC 17G.010.150](#)).
 - b. Application for a shoreline substantial development permit ([SMC 17G.060.070\(B\)\(1\)](#)).
 - c. Application for a certificate of occupancy ([SMC 17G.010.170](#)).
 - d. Application for a variance or a certificate of compliance ([SMC 17G.060.070\(A\)](#) or [SMC 17G.060.070\(B\)\(1\)](#)).
 - e. Application for rezoning ([SMC 17G.060.070\(A\)](#)).
 - f. Application for conditional permit ([SMC 17G.060.070\(A\)](#)).
 - g. Application for a business license ([SMC 8.01.120](#)).
 - h. Application for a permit under the Fire Code ([SMC 17F.080.060](#)).
 - i. Application for a permit or approval requiring environmental review in an environmentally sensitive area ([SMC 17E.050.260](#)).
 - j. Application for connection to the City sewer or water system.
 - k. Application for construction or continuing use of an onsite sewage disposal system ([SMC 13.03.0149](#) and [SMC 13.03.0304](#)).
 - l. Application for sewer service with non-conforming or non-standard sewage ([SMC 13.03.0145](#), [SMC 13.03.0314](#), and [SMC 13.03.0324](#)).
 - m. Application involving a project identified in [SMC 17E.010.120](#).
 - n. Issuance or renewal of franchise; franchisee use of cathodic protection also requires approval or a franchise affecting the City water supply or water system.
 - o. Application for an underground storage tank permit ([SMC 17E.010.210](#)); and
 - p. Application for permit to install or retrofit aboveground storage tank(s) ([SMC 17E.010.060\(A\)](#) and [SMC 17E.010.400\(D\)](#)).
2. Where a particular municipal action is requested involving a land use installation or other activity, and where said action is not specified as a critical review action, the City official or body responsible for approval may, considering the objectives of this chapter, designate such as a critical review action and condition its approval upon compliance with the result thereof.

BE. Critical Review Applicant.

A person or entity seeking a critical review action.

BF. Critical Review Officer – Authority.

1. The building official or other official designated by the director of public works and utilities.
2. For matters relating to the fire code, the critical review officer is the fire official.
3. The critical review officer carries out and enforces the provisions of this chapter and may issue administrative and interpretive rulings.
4. The critical review officer imposes requirements based upon this chapter, regulations, and the critical materials handbook.
5. The officer may adopt or add to any requirement or grant specific exemptions, where deemed reasonably necessary, considering the purpose of this chapter

BG. Critical Review Statement.

A checklist, disclosure form, or part of an application for a critical review action, disclosing the result of critical review. Where not otherwise provided as part of the application process, the critical review officer may provide forms and a time and place to file the statement.

BH. Cumulative Impacts.

The combined, incremental effects of human activity on ecological or critical area functions and values. Cumulative impacts result when the effects of an action are added to or interact with other effects in a particular place and within a particular time. It is the combination of these effects, and any resulting environmental degradation, that should be the focus of cumulative impact analysis and changes to policies and permitting decisions.

BI. Curb Ramp.

A ramp constructed in the sidewalk to allow wheelchair access from the sidewalk to the street.

BJ. Cutbank.

The concave bank of a moving body of water that is maintained as a steep or even overhanging cliff by the actions of water at its base.

Section 6. That SMC Section 17A.020.040 is amended to read as follows:

Section 17A.020.040 “D” Definitions

A. Day.

A calendar day. A time period expressed in a number of days is computed by excluding the first day and including the last day. When an act to be done requires a City business day, and the last day by which the act may be done is not a City business day, then the last day to act is the following business day.

B. Debris Flow.

Slow moving, sediment gravity flow composed of large rock fragments and soil supported and carried by a mud-water mixture.

C. Debris Slide.

A shallow landslide within rock debris with the slide usually occurring within a relatively narrow zone.

- D. "Decibel (dB)" means the measure of sound pressure or intensity.
- E. Dedication.
The deliberate appropriation of land, or an easement therein, by its owner for any general and public uses, reserving to the owner no rights other than those that are compatible with the full exercise and enjoyment of the public uses for which the property has been devoted, and accepted for such use by or on behalf of the public. The intention to dedicate shall be evidenced by the owner by the presentment for filing of a final plat, short plat, or binding site plan showing the dedication thereon or by dedication deed to the City. The acceptance by the public shall be evidenced by the approval of such plat, short plat, binding site plan, or at the City's option, by the City recording such dedication deed with the Spokane County auditor.
- F. Degraded Wetland.
A wetland altered through impairment of some physical or chemical property which results in reduction of one or more wetland functions and values.
- G. Demolition or Partial Demolition.
The destruction, removal, or relocation, in whole or in part, of a building or structure or a significant feature of a building or structure that is of important historical character. Demolition (or partial demolition) does not include the removal of past additions for the express purpose of restoration of a structure to its historic appearance, form, or function. Demolition (or partial demolition) does not include the destruction or removal of portions of a building or structure that are not significant to defining its historic character. This exclusion is valid so long as the demolition is done as part of a design review application approved pursuant to [chapter 17C.040 SMC](#).
- H. Density.
The number of housing units per acre as permitted by the zoning code.
- I. Denuded.
Land that has had the natural vegetative cover or other cover removed leaving the soil exposed to mechanical and chemical weathering.
- J. Department.
Any of the departments of engineering services, planning services, fire department, or parks and recreation for which responsibility has been assigned by charter or code for administration.
- K. Design Departure.
Any change that is sought to modify or waive a design requirement (R) or waive a design presumption (P) contained within the design standards. The design departure process is found in [chapter 17G.030 SMC](#), Design Departures.
- L. Design Guidelines.
A set of design parameters for development which apply within a design district, sub-district, or overlay zone. The guidelines are adopted public statements of intent and are used to evaluate the acceptability of a project's design.
- M. Design Review Board.
The design review board is defined in [chapter 4.13 SMC](#). The design review board was

previously named design review committee. Any reference to design review committee is the same as a reference to the design review board.

N. Designation.

The declaration of a building, district, object, site, or structure as a landmark or historic district.

O. Desired Character.

The preferred and envisioned character (usually of an area) based on the purpose statement or character statement of the base zone, overlay zone, or plan district. It also includes the preferred and envisioned character based on any adopted subarea plans or design guidelines for an area.

P. Detailed Site Plan.

A general site plan to which the following detailed information has been added:

1. Natural vegetation, landscaping, and open spaces.
2. Ingress, egress, circulation, parking areas, and walkways.
3. Utility services.
4. Lighting.
5. Signs.
6. Flood plains, waterways, wetlands, and drainage.
7. Berms, buffers, and screening devices; and
8. Such other elements as required in this chapter.

Q. Developable Area.

Land outside of a critical area and associated buffer including wetlands, fish and wildlife habitat conservation areas, riparian habitat area, landslide areas, steep slope areas, floodplain, floodway, shallow flooding, channel migration zone, and associated buffers, or any other restricted area on a particular piece of property.

R. Development.

Any proposed land use, zoning, or rezoning, comprehensive plan amendment, annexation, subdivision, short subdivision, planned unit development, planned area development, conditional use permit, special use permit, shoreline development permit, or any other property development action permitted or regulated by the Spokane Municipal Code.

S. Development Activity – Floodplain.

Any manmade change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials located within the area of special flood hazard.

T. Development Approval.

Any recommendation or approval for development required or permitted by this code.

U. Development Codes.

The state-adopted codes, boiler and pressure vessel, building, electrical, elevator, fire, mechanical, plumbing, and related publications adopted by the City, along with other provisions of this code that relate to private access to, use and obstruction of public right-of-way, and engineering standards that relate to private construction of public

utilities and facilities.

V. Development Permit.

Any permit issued by the City authorizing construction, including a building permit, conditional use permit, substantial development permit, or other permit required by the City.

W. Dike.

An artificial embankment placed at a stream mouth or delta area to hold back sea water for purposes of creating and/or protecting arable land from flooding.

X. Direct Impact.

An impact upon public facilities that has been identified as a direct consequence or result of a proposed development.

Y. Directional.

Any of the four basic compass directions, abbreviated as follows: N, S, E, W, SE, NE, SW, NW shall also be considered as a directional. A directional is placed in front of the root roadway name.

Z. Directional Sign.

~~((A sign exclusively limited to guiding the circulation of motorists or pedestrians on the site.))~~ See SMC 17C.240.015.

AA. Director.

The administrative official of the department responsible for compliance with this code, the development codes, and the land use codes. These include the director of building services, director of engineering services, and the director of planning services.

AB. Discharge (n).

In the context of [chapter 17D.090 SMC](#) or [chapter 17D.060 SMC](#), this term means runoff, excluding offsite flows, leaving a proposed development through overland flow, built conveyance systems, or infiltration facilities.

AC. Discharge (v).

In the context of [chapter 17D.090 SMC](#) or [chapter 17D.060 SMC](#), this term means any disposal, injection, dumping, spilling, pumping, emitting, emptying, leaching, or placing of any material so that such material enters and exits from the MS4 or from any other publicly owned or operated drainage system that conveys storm water. The term includes other verb forms, where applicable.

AD. Discharger.

In the context of [chapter 17D.090 SMC](#) or [chapter 17D.060 SMC](#), this term means any person that discharges to the City's MS4 or any other publicly owned or operated drainage system that conveys, manages, or disposes of stormwater flows.

AE. District.

A geographically definable area, urban or rural, small or large, possessing a significant concentration, linkage, or continuity of buildings, objects, sites, and/or structures united

by past events or aesthetically by plan or physical development.

AF. Disturbance Area.

In the context of [chapter 17D.090 SMC](#) or [chapter 17D.060 SMC](#), this term means an area where soils are exposed or disturbed by development, both existing and proposed. The disturbance area includes staging and storage areas, structures, and areas needed for vehicle access and maneuvering.

AG. Dock.

All platform structures or anchored devices in or floating upon water bodies to provide moorage for pleasure craft or landing for water-dependent recreation.

AH. Documented Habitat.

Habitat classified by state or federal agencies as critical to the survival of endangered or threatened or sensitive animal, fish, or plant species.

AI. Domestic Animal.

1. Large Domestic Animals.

- a. Animals including, but not limited to, horses, donkeys, burros, llamas, alpacas, bovines, goats, sheep, swine, and other animals or livestock of similar size and type.
- b. Young of horses, mules, donkeys, burros, and llamas under one year in age.
- c. Bovines under ten months in age.
- d. Sheep, goats, and swine under three months in age are not included when counting large animals.

2. Small Domestic Animals.

- a. Fowl including, but not limited to, chickens, guinea hens, geese, ducks, turkeys, pigeons, and other fowl not listed or otherwise defined.
- b. Mink, chinchilla, nutria, gnawing animals in general, and other animals of similar size and type.
- c. Small livestock are defined as:
 1. swine- breeds include miniature Vietnamese, Chinese or oriental pot-bellied pigs (*sus scrofa vittatus*),
 2. other small pig breeds such as Kunekune, Choctaw, and Guinea hogs,
 3. all breeds of goats excluding mature large meat breeds such as Boers, and
 4. all breeds of sheep excluding mature large meat breeds such as Suffolk or Hampshire sheep.
 5. No horned rams shall be permitted as a small livestock.
 6. Under no circumstance shall a small livestock exceed thirty-six inches shoulder height or one hundred and fifty pounds in weight.
- d. Young small animals, livestock or fowl under three months in age are not included when counting small animal, livestock or fowl.

AJ. Drainage Ditch.

An artificially created watercourse constructed to drain surface or ground water. Ditches are graded (man-made), channels installed to collect and convey runoff from fields and roadways. Ditches may include irrigation ditches, waste ways, drains, outfalls,

operational spillways, channels, stormwater runoff facilities, or other wholly artificial watercourses, except those that directly result from the modification to a natural watercourse. Ditches channels that support fish are considered to be streams.

AK. Dredge Spoil.

The material removed by dredging.

AL. Dredging.

The removal, displacement, and disposal of unconsolidated earth material such as silt, sand, gravel, or other submerged material from the bottom of water bodies; maintenance dredging and other support activities are included in this definition.

AM. Drift Cell.

Or “drift sector” or “littoral cell” means a particular reach of marine shore in which littoral drift may occur without significant interruption and which contains any natural sources of such drift and also accretion shore forms created by such drift.

AN. Driveway.

An all-weather surface driveway structure as shown in the standard plans.

AO. Duplex.

A building that contains two primary dwelling units on one lot. The units must share a common wall or common floor/ceiling.

AP. Dwelling Unit.

A building, or a portion of a building, that has independent living facilities including provisions for sleeping, cooking, and sanitation, and that is designed for residential occupancy by a group of people. Buildings with more than one set of cooking facilities are considered to contain multiple dwelling units unless the additional cooking facilities are clearly accessory, such as an outdoor grill.

Section 7. That SMC Section 17A.020.050 is amended to read as follows:
[Section 17A.020.050](#) “E” Definitions

A. Early Notice.

The lead agency’s response to an applicant stating whether it considers issuance of a determination of significance likely for the applicant’s proposal (Mitigated Determination of Nonsignificance [DNS] procedures).

B. Easement.

A right granted by a property owner to specifically named parties or to the public for the use of certain land for specified purposes.

C. Ecological Functions.

Or “shoreline functions” means the work performed or role played by the physical, chemical, and biological processes that contribute to the maintenance of the aquatic and terrestrial environments that constitute the shoreline’s natural ecosystem. See WAC 173-26-201(2)(c).

- D. Eave
The lower border of a roof that overhangs the wall, typically associated with exposed sloped roof elements.
- E. Ecologically Intact Shorelines.
Those shoreline areas that retain the majority of their natural shoreline functions, as evidenced by the shoreline configuration and the presence of native vegetation. Generally, but not necessarily, ecologically intact shorelines are free of structural shoreline modifications, structures, and intensive human uses. In forested areas, they generally include native vegetation with diverse plant communities, multiple canopy layers, and the presence of large woody debris available for recruitment to adjacent water bodies. Recognizing that there is a continuum of ecological conditions ranging from near natural conditions to totally degraded and contaminated sites, this term is intended to delineate those shoreline areas that provide valuable functions for the larger aquatic and terrestrial environments which could be lost or significantly reduced by human development. Ecologically intact status of a shoreline is determined on a case-by-case basis.
- F. Economic Hardship.
An owner's inability to make reasonable economic use of a historic structure as determined pursuant to [SMC 17D.040.230](#).
- G. Ecosystem-wide Processes.
The suite of naturally occurring physical and geologic processes of erosion, transport, and deposition; and specific chemical processes that shape landforms within a specific shoreline ecosystem and determine both the types of habitat and the associated ecological functions.
- H. Electric Sign.
~~((Any sign containing electrical wiring, lighting, or other electrical components, but not including signs illuminated by a detached exterior light source.))~~See SMC 17C.240.015.
- I. Elevated Building.
For insurance purposes, a non-basement building which has its lowest elevated floor raised above ground level by foundation walls, shear walls, post, piers, pilings, or columns.
- J. Emergent Wetland.
A wetland with at least thirty percent of the surface area covered by erect, rooted, herbaceous wetland vegetation as the uppermost vegetative strata.
- K. Enclosed Roof Structure
Conditioned, occupiable structure extending beyond the roof line of a building; commonly termed a penthouse. For purposes of the HFBC, Enclosed Roof Structures must be set back from the parapet of a building to qualify for height limit exceptions.
- L. Endangered Species.
A wildlife species whose prospects for survival are in immediate danger because of a loss or change in habitat, exploitation, predation, competition, disease, disturbance, or contamination and that are designated as such by a governmental agency.

- M. Enhancement.
See "Compensatory Mitigation" ([SMC 17A.020.030](#)).
- N. Erosion.
The wearing away of the ground surface as a result of mass wasting or the movement of wind, water, soil, and/or ice.
- O. Essential Habitat.
Habitat necessary for the survival of federally listed threatened, endangered and sensitive species and state listed priority species.
- P. Ex Parte Communication.
Any oral or written communication made by any person, including a City employee or official, pertaining to a matter that is or will be within the jurisdiction of the hearing examiner made outside of a public record.
- Q. Existing Manufactured Home Park or Subdivision – Floodplain.
A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before July 1, 2004.
- R. Exotic.
Any species of plants or animals that are not indigenous and are foreign to the planning area.
- S. Expansion to an Existing Manufactured Home Park or Subdivision – Floodplain.
The preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed, including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads.
- T. Extirpation.
The local destruction of or extermination of a species.
- U. Extraordinary Hardship.
That the strict application of the provisions of this code and/or rules adopted to implement this code would prevent all economically viable use of the property.

Section 8. That SMC Section 17A.020.060 is amended to read as follows:

[Section 17A.020.060](#) "F" Definitions

- A. Facade.
All the wall planes of a structure as seen from one side or view. For example, the front facade of a building would include all of the wall area that would be shown on the front elevation of the building plans.
- B. Facade Easement.
A use interest, as opposed to an ownership interest, in the property of another. The easement is granted by the owner to the City or County and restricts the owner's exercise of the general and natural rights of the property on which the easement lies.

The purpose of the easement is the continued preservation of significant exterior features of a structure.

C. Facility and Service Provider.

The department, district, or agency responsible for providing the specific concurrency facility.

D. Factory-built Structure.

1. "Factory-built housing" is any structure designed primarily for human occupancy, other than a mobile home, the structure or any room of which is either entirely or substantially prefabricated or assembled at a place other than a building site.
2. "Factory-built commercial structure" is a structure designed or used for human habitation or human occupancy for industrial, educational, assembly, professional, or commercial purposes, the structure or any room of which is either entirely or substantially prefabricated or assembled at a place other than a building site.

E. Fair Market Value.

The open market bid price for conducting the work, using the equipment and facilities, and purchase of the goods, services, and materials necessary to accomplish the development. This would normally equate to the cost of hiring a contractor to undertake the development from start to finish, including the cost of labor, materials, equipment and facility usage, transportation and contractor overhead, and profit. The fair market value of the development shall include the fair market value of any donated, contributed, or found labor, equipment, or materials.

F. Fascia Sign.

~~((A single-faced sign attached flush to a building or other structure or a sign consisting of light projected onto a building or other structure. Fascia signs do not include signs that are attached to or projected onto structures defined as sign structures by this chapter.))~~ See SMC 17C.240.015.

G. Feasible (Shoreline Master Program).

1. For the purpose of the shoreline master program, means that an action, such as a development project, mitigation, or preservation requirement, meets all of the following conditions:
 - a. The action can be accomplished with technologies and methods that have been used in the past in similar circumstances, or studies or tests have demonstrated in similar circumstances that such approaches are currently available and likely to achieve the intended results;
 - b. The action provides a reasonable likelihood of achieving its intended purpose; and
 - c. The action does not physically preclude achieving the project's primary intended legal use.
2. In cases where these guidelines require certain actions, unless they are infeasible, the burden of proving infeasibility is on the applicant.
3. In determining an action's infeasibility, the reviewing agency may weigh the action's relative public costs and public benefits, considered in the short- and long-term time frames.

H. Feature.

To give special prominence to.

I. Feeder Bluff.

Or “erosional bluff” means any bluff (or cliff) experiencing periodic erosion from waves, sliding, or slumping, and/or whose eroded sand or gravel material is naturally transported (littoral drift) via a driftway to an accretion shoreform; these natural sources of beach material are limited and vital for the long-term stability of driftways and accretion shoreforms.

J. Fill.

The addition of soil, sand, rock, gravel, sediment, earth retaining structure, or other material to an area waterward of the ordinary high-water mark in wetlands, or on shorelands in a manner that raises the elevation or creates dry land.

K. Financial Guarantee.

A secure method, in a form and in an amount both of which are acceptable to the city attorney, providing for and securing to the City the actual construction and installation of any improvements required in connection with plat and/or building permit approval within a period specified by the City, and/or securing to the City the successful operation of the improvements for two years after the City’s final inspection and acceptance of such improvements. There are two types of financial guarantees under chapter [17D.020 SMC](#), Financial Guarantees: Performance guarantee and performance/warranty retainer.

L. Fish Habitat.

A complex of physical, chemical, and biological conditions that provide the life-supporting and reproductive needs of a species or life stage of fish. Although the habitat requirements of a species depend on its age and activity, the basic components of fish habitat in rivers, streams, ponds, lakes, estuaries, marine waters, and near-shore areas include, but are not limited to, the following:

1. Clean water and appropriate temperatures for spawning, rearing, and holding.
2. Adequate water depth and velocity for migrating, spawning, rearing, and holding, including off-channel habitat.
3. Abundance of bank and in-stream structures to provide hiding and resting areas and stabilize stream banks and beds.
4. Appropriate substrates for spawning and embryonic development. For stream- and lake-dwelling fishes, substrates range from sands and gravel to rooted vegetation or submerged rocks and logs. Generally, substrates must be relatively stable and free of silts or fine sand.
5. Presence of riparian vegetation as defined in this program. Riparian vegetation creates a transition zone, which provides shade and food sources of aquatic and terrestrial insects for fish.
6. Unimpeded passage (i.e., due to suitable gradient and lack of barriers) for upstream and downstream migrating juveniles and adults.

M. Flag.

~~((A sign made of fabric or other similar non-rigid material supported or anchored along only one edge or supported or anchored at only two corners. If any dimension of the flag is more than three times as long as any other dimension, it is classified and regulated as a banner regardless of how it is anchored or supported. See also “Banner.”))~~ See [SMC 17C.240.015](#).

- N. Float.
A floating platform similar to a dock that is anchored or attached to pilings.
- O. Flood Insurance Rate Map or FIRM.
The official map on which the Federal Insurance Administration has delineated both the areas of special flood hazards and the risk premium zones applicable to the City.
- P. Flood Insurance Study (FIS).
The official report provided by the Federal Insurance Administration that includes flood profiles, the Flood Boundary-Floodway Map, and the water surface elevation of the base flood.
- Q. Flood or Flooding.
A general and temporary condition of partial or complete inundation of normally dry land areas from:
1. The overflow of inland waters; or
 2. The unusual and rapid accumulation of runoff of surface waters from any source.
- R. Flood-proofing.
Structural provisions, changes, adjustments, or a combination thereof, to buildings, structures, and works in areas subject to flooding in order to reduce or eliminate the damages from flooding to such development and its contents, as well as related water supplies and utility facilities.
- S. Floodway.
The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one foot. As defined under Section 90.58.030 RCW, or as amended.
- T. Floor Area.
The total floor area of the portion of a building that is above ground. Floor area is measured from the exterior faces of a building or structure. Floor area does not include the following:
1. Areas where the elevation of the floor is four feet or more below the lowest elevation of an adjacent right-of way.
 2. Roof area, including roof top parking.
 3. Roof top mechanical equipment.
 4. Attic area with a ceiling height less than six feet nine inches.
 5. Porches, exterior balconies, or other similar areas, unless they are enclosed by walls that are more than forty-two inches in height, for fifty percent or more of their perimeter; and
 6. In residential zones, FAR does not include mechanical structures, uncovered horizontal structures, covered accessory structures, attached accessory structures (without living space), detached accessory structures (without living space).
- U. Floor Area Ratio (FAR).
The amount of floor area in relation to the amount of site area, expressed in square feet. For example, a floor area ratio of two to one means two square feet of floor area for every one square foot of site area.

- V. Focused Growth Area.
Includes mixed-use district centers, neighborhood centers, and employment centers.
- W. Frame Effect.
A visual effect on an electronic message sign applied to a single frame to transition from one message to the next. This term shall include, but not be limited to scrolling, fade, and dissolve. This term shall not include flashing.
- X. Freestanding Sign.
~~((A sign on a frame, pole, or other support structure that is not attached to any building.))~~ See SMC 17C.240.015
- Y. Frontage.
The full length of a plot of land or a building measured alongside the road on to which the plot or building fronts. In the case of contiguous buildings individual frontages are usually measured to the middle of any party wall.

Section 9. That SMC Section 17A.020.090 is amended to read as follows:

Section 17A.020.090 "I" Definitions

- A. Illegal Discharge.
Any direct or indirect non-storm water discharge to MS4.
- B. Illicit Connection(s).
Any man-made conveyance that is connected to the MS4 in violation of [chapter 17D.060 SMC](#).
- C. Illicit Discharge.
This term is covered in [SMC 17D.060.190](#).
- D. Illuminated Wall Highlights.
Lighted areas that highlight a building's architectural or structural features and that do not convey a message or image. Illuminated wall highlights can either be created by light projected onto a feature or highlighting a feature with neon tubing or other light fixture.
- E. Impact Fee.
A charge or fee assessed by the City which mitigates all or any portion of a direct impact.
- F. Impermeable Sediment.
Sediment restricting the flow of water.
- G. Impervious Surface
Ground surfaces and coverings composed of water-impenetrable materials such as asphalt, concrete, brick, stone and rooftops.
- H. Improvements.
Improvements require under conditions of approval such as streets, drainage facilities, and utilities.

- I. Incentives.
Such rights or privileges as may from time to time exist to compensate the owner for the imposition of controls on a designated district or landmark.
- J. In-ground Storage Tank (IST).
Any one or a connected combination of tanks that is used to contain an accumulation of liquid critical materials, the aggregate of which (including the volume of piping connected thereto) is more than sixty gallons that is situated to any degree within the ground, and the entire exterior surface of the tank cannot be fully visually inspected. The surface area of tank located above the ground will be treated as an aboveground storage tank (AST), and the area below the ground will be treated as an underground storage tank (UST).
- K. In-kind Compensation.
The restoration or replacement of a wetland with hydrogeomorphic characteristics closely approximating those of a specified wetland.
- L. Inner Gorge Slope.
Canyon walls created by a combination of stream downcutting/undercutting and mass wasting on the slope walls. Inner gorges may show evidence of recent movement, such as landslides, surface erosion, vertical tracks of disturbance vegetation, or areas that are concave in contour and/or profile. The steepness of inner gorges varies with the underlying materials. Slope gradients as gentle as about twenty-eight degrees (fifty-three percent) can be unstable in gorges, cut into incompetent bedrock, weathered materials or unconsolidated deposits. A minimum vertical height of ten feet is usually applied to distinguish between inner gorges and slightly incised streams. The top edge of an inner gorge is typically distinguished by a distinct break in slope. The upper boundary of an inner gorge is assumed to be a line along the first break in slope of at least ten degrees (seventeen percent).
- M. In-stream Structure.
A structure placed by humans within a stream or river waterward of the ordinary high-water mark that either causes or has the potential to cause water impoundment or the diversion, obstruction, or modification of water flow. In-stream structures may include those for hydroelectric generation, irrigation, water supply, flood control, transportation, utility service transmission, fish habitat enhancement, or other purpose.
- N. Infiltration.
The downward entry of water into the immediate surface of soil.
- O. Integral Curb and Gutter.
Concrete curb and gutter which is formed and placed as one unit.
- P. "Interior Noise Level" means the average level of sound expressed in decibels (dB) measured in any habitable room with exterior windows and doors closed.
- Q. Interpretive Signs.
~~((A sign that identifies historic buildings or sites where important events occurred or which serve educational, cultural, historical, or scientific purposes.))~~ See SMC 17C.240.015.

R. Interstitial Monitoring.

A method of leak detection based on determining if there has been a failure of one of the containment layers surrounding an interstitial space. Monitoring methods may include the:

1. detection of pressure changes within the space;
2. detection of vapors from the contained material within the space; or
3. physical detection of contained material, or water from outside the container, within the space.

S. Interstitial Space.

The volume between two separate layers of a secondary or multiple containment system. The space may be filled with air or other gas or it may be filled with a porous material.

T. Invasive Species.

A species that is:

1. non-native (or alien) to city of Spokane; and
2. whose introduction causes or is likely to cause economic or environmental harm, or harm to human health.

Invasive species can be plants, animals, and other organisms (e.g., microbes). Human actions are the primary means of invasive species introductions.

U. Isolated Wetlands.

Those wetlands which:

1. are outside of and not contiguous to any hundred-year floodplain of a lake, river, or stream; and
2. have no contiguous hydric soil or hydrophytic vegetation between the wetland and any waters of the United States.

Section 10. That SMC Section 17A.020.130 is amended to read as follows:

Section 17A.020.130 "M" Definitions

A. Main Assembly Area.

The principal room for persons gathering for religious services.

B. Maintenance.

Or "repair" means those usual activities required to prevent a decline, lapse, or cessation from a lawfully established condition or to restore the character, scope, size, and design of a serviceable area, structure, or land use to a state comparable to its previously authorized and undamaged condition. This does not include any activities that change the character, scope, or size of the original structure, facility, utility, or improved area beyond the original design.

C. Manufactured Home.

1. "Manufactured home" is a single-family dwelling unit constructed after June 15, 1976, built in accordance with department of housing and urban development Manufactured Home Construction and Safety Standards Act, which is a national, preemptive building code.

2. "Manufactured home accessory structure" is any attached or detached addition to a manufactured home, such as an awning, basement, carport, garage, porch, or storage structure, which is ordinarily appurtenant.
- D. Manufactured Home Park.
Two or more manufactured homes or mobile homes used as dwelling units on a single parcel or lot.
- E. Marquee Sign.
~~((A sign incorporated into or attached to a marquee or permanent canopy.))~~ See SMC 17C.240.015.
- F. Marsh.
A low, flat wetland area on which the vegetation consists mainly of herbaceous plants such as cattails, bulrushes, tules, sedges, skunk cabbage, or other hydrohytic plants. Shallow water usually stands on a marsh at least during part of the year.
- G. Mean Annual Flow.
The average flow of a river or stream (measured in cubic feet per second) from measurements taken throughout the year. If available, flow data for the previous ten years should be used in determining mean annual flow.
- H. Mining.
The extraction and removal of sand, gravel, minerals, or other naturally occurring material from the earth for economic use.
- I. Minor Arterials.
A two- to four-lane facility which collects and distributes traffic from principal arterials to collector arterials and local access streets.
- J. Mitigation – Mitigate.
An action which avoids a negative adverse impact and is reasonable and capable of being accomplished.
- K. Mitigation – Mitigation Sequencing.
The use of any or all of the following actions listed in descending order of preference:
1. Avoiding the impact altogether by not taking a certain action or parts of an action.
 2. Minimizing impacts by limiting the degree or magnitude of the action and its implementation, by using appropriate technology, or by taking affirmative steps to avoid or reduce impacts.
 3. Rectifying the impact by repairing, rehabilitating, or restoring the affected environment.
 4. Reducing or eliminating the impact over time by preservation and maintenance operations during the life of the action.
 5. Compensating for the impact by replacing, enhancing, or providing substitute resources or environments; or
 6. Monitoring the impact and the compensation project and taking appropriate corrective measures.
- Mitigation may include a combination of the above measures.

- L. Mobile Home.
A factory-built dwelling built prior to June 15, 1976, to standards other than the housing and urban development code, and acceptable under applicable state codes in effect at the time of construction or introduction of the home into the state. Mobile homes have not been built since introduction of the housing and urban development Manufactured Home Construction and Safety Standards Act.
- M. Mobile Home Park.
Any real property which is rented or held out for rent to others for the placement of two or more mobile homes, manufactured homes, or park models for the primary purpose of production of income, except where such real property is rented or held out for rent for seasonal recreational purpose only and is not intended for year-round occupancy.
- N. Modification to a Preliminary Plat, Short Plat, or Binding Site Plan.
A change, prior to recording, of an approved preliminary plat, preliminary short plat, or binding site plan that includes, but is not limited to, the addition of new lots or tracts, or a change of the boundaries or dimensions of lots or tracts.
- O. Modular Home.
A single-family dwelling unit (which may be in the form of a factory-built or manufactured housing permit as well as a standard building permit) constructed in a factory in accordance with International Building Code and bearing the appropriate gold insignia indicating such compliance. The term includes "pre-fabricated," "panelized," and "factory-built" units.
- P. Modulation.
A measured and proportioned inflection in a building's face. Articulation, modulation, and their interval create a sense of scale important to residential buildings.
- Q. Monitoring.
Periodic evaluation of a wetlands restoration, creation, or enhancement site or habitat management plan area to determine changes at the site, such as vegetation growth, hydrologic changes, soil development, and use of the site by birds and animals.
- R. Monument.
A physical survey monument as shown in the City's standard plans.
- S. Monument Sign.
~~((A freestanding sign where the base of the sign structure is on the ground or a maximum of twelve inches above the lowest point of the ground adjacent to the sign. The width of the top of the sign structure can be no more than one hundred twenty percent of the width of the base.))~~ See SMC 17C.240.015.
- T. Multi-family Residential Building.
A common wall dwelling or apartment house that consists of three or more dwelling units.
- U. Multiple Containment.
A means of spill or leak control involving a containment structure having one or more layers of material between the primary container and the environment.
1. Containment layers must be resistant to the material stored.

2. The volume within the containment system must be at least as large as the primary container.
3. Containment layers may be separated by an interstitial space.

V. Municipal Separate Storm Sewer System (MS4).

A conveyance, or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains):

1. owned or operated by a state, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to state law) having jurisdiction over disposal of wastes, stormwater, or other wastes, including special districts under state law such as sewer district, flood control district, or drainage district, designated and approved management agency under section 208 of the Clean Water Act that discharges to water of the United States;
2. designed or used for collecting or conveying stormwater;
3. which is not a combined sewer; and
4. which is not part of a publicly owned treatment works (POTW) as defined at 40 CFR (Code of Federal Regulation) 122.2.

W. MUTCD.

The U.S. department of transportation Manual on Uniform Traffic Control Devices.

Section 11. That SMC Section 17A.020.140 is amended to read as follows:

Section 17A.020.140 “N” Definitions

A. National Pollutant Discharge Elimination System (NPDES).

The national program for issuing, modifying, revoking, and reissuing, terminating, monitoring, and enforcing permits, and imposing and enforcing pretreatment requirements, under sections 307, 402, 318, and 405 of the Federal Clean Water Act, for the discharge of pollutants to surface waters of the state from point sources. These permits are referred to as NPDES permits and, in Washington State, are administered by the Washington State department of ecology.

B. National Register.

The register maintained pursuant to P.L. 89-655, 80 Stat. 915, as amended.

C. Native Plant Community.

The collective product of individual plants indigenous to a particular locale responding to shared habitats.

D. Native Vegetation.

Plant species, which are indigenous to the planning area.

E. Natural Location of Drainage Systems.

The location of those predominate channels, swales, and pre-existing and established systems as defined by the earliest documented topographic contours existing for the subject property, either from maps or photographs, site inspections or other appropriate means.

- F. New Construction – Floodplain.
Structures for which the date of complete application for permit commenced on or after July 1, 2004.
- G. New Manufactured Home Park or Subdivision – Floodplain.
A manufactured home park or subdivision for which a complete application, as defined by [SMC 17G.060.090](#), for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the effective date of the permit for the individual unit.
- H. NFPA 30.
The National Fire Prevention Association's flammable and combustible liquids code.
- I. "Noise level reduction (NLR)" means the amount of noise reduction required through construction and incorporation of sound reduction materials and design to reduce interior noise levels.
- J. "Noise reduction coefficient (NRC)" means the arithmetic average of the sound absorption coefficients of a material at 250, 500, 1,000, and 2,000 Hz.
- K. No Net Loss of Shoreline Ecological Functions.
A public policy goal that means the maintenance of the aggregate total of the City's shoreline ecological functions at its current level of environmental resource productivity. As a development and/or mitigation standard, no net loss requires that the impacts of a particular shoreline development and/or use, whether permitted or exempt, be identified and prevented or mitigated, such that it has no resulting adverse impacts on shoreline ecological functions or processes. Each project shall be evaluated based on its ability to meet the no net loss standard commensurate with its scale and character.
- L. Nominal Driveway Width.
The driveway width measured at the face of curb, from driveway joint to driveway joint, as shown in the standard plans.
- M. Nomination.
The process by which a building, district, object, site, or structure is recommended for placement on a register.
- N. Nonbuildable Tract.
Land reserved for specified uses including, but not limited to:
1. reserve tracts,
 2. recreation,
 3. open space,
 4. critical areas,
 5. surface water retention,
 6. utility facilities and access.
- Nonbuildable tracts are not considered lots or building sites.
- O. Nonconforming Development.
An element of a development, such as a setback, height, or parking area, that was created in conformance with development regulations but which subsequently, due to a

change in the zone or zoning regulations, is no longer in conformance with the current applicable development standards.

P. Nonconforming Sign.

~~((A sign that was created and issued a permit in conformance with development regulations, but which subsequently, due to a change in the zone or land use regulations, is no longer in conformance with the current applicable development standards.))~~ See SMC 17C.240.015.

Q. Nonconforming Situation.

A nonconforming residential density, nonconforming development or nonconforming use. A situation may be nonconforming in more than one aspect. For example, a site may contain a nonconforming use and also have some nonconforming development.

R. Nonconforming Use.

A use or the amount of floor area of a use that was allowed by right when established or a use that obtained a required land use approval when established, that is now prohibited in the zone due to a subsequent change in the zone or zoning regulations.

S. Non-water Oriented Uses.

A use that is not water-dependent, is not water-related, and is not water-enjoyment. Non-water oriented uses have little or no relationship to the shoreline and are not considered priority uses under the shoreline management act. Any use that does not meet the definition of water-dependent, water-related, or water-enjoyment is classified as non-water oriented.

T. Noxious Weeds.

Those plants which are non-native, highly destructive, and competitive as defined by chapter 17.10 RCW, or as amended.

U. Nursing Home.

A residence, licensed by the state, that provides full-time convalescent and/or chronic care for individuals who, by reason of chronic illness or infirmity, are unable to care for themselves.

1. No care for the acutely ill or surgical or obstetrical services shall be provided in such a residence.
2. This definition excludes hospitals or sanitariums.

Section 12. That SMC Section 17A.020.160 is amended to read as follows:

Section 17A.020.160 "P" Definitions

A. Painted Wall Highlights.

~~((Painted areas that highlight a building's architectural or structural features and that do not convey a message or image.))~~ See SMC 17C.240.015.

B. Painted Wall Sign.

~~((A sign applied to a building wall with paint or a thin layer of vinyl, paper, or similar material adhered directly to the building surface and that has no sign structure.))~~ See SMC 17C.240.015.

- C. Parcel.
See “Lot” ([SMC 17A.020.120](#)).
- D. Parkway.
 1. A street serving as a principal, minor, or collector arterial, typically with recreational or scenic opportunities.
 2. Parkways will often have landscaped medians.
- E. Party of Record.
Any person who has appeared at a hearing of the hearing examiner by presenting testimony or making written comment.
- F. Paved Area.
 1. An uncovered, hard-surfaced area or an area covered with a perforated hard surface (such as “Grasscrete”) that is able to withstand vehicular traffic or other heavy-impact uses.
 2. Graveled areas are not paved areas.
- G. Pedestrian Buffer Strips (PBS).
A hard-surfaced or planted area(s) between travel or parking lanes and sidewalks, also called planting strips. PBS improves safety by separating vehicles and pedestrians and provide space for drainage, street trees and snow storage.
- H. Pedestrian Path
A continuous, unobstructed, reasonably direct route between an on-site parking lot and a Primary Building Entry designed and suitable for pedestrian use. Minimum requirements for Pedestrian Paths are listed in Section 17C.123.040 of the FBC.
- I. Pedestrian-Scaled Fixtures (lighting)
Pole-mounted light fixtures placed and designed to illuminate foot-traffic areas including exterior lots, pathways or sidewalks. For purposes of the HFBC, Pedestrian-Scaled Fixtures are defined by height as measured from ground to bottom of shade or bulb.
- J. Pedestrian-Scaled Signs
~~((Permanent, first-floor, exterior signs designed and placed to address pedestrian traffic; may be mounted flush with or projecting from a column, building wall, awning or transom.))~~ See [SMC 17C.240.015](#).
- K. Pedestrian Street.
 1. A street designated on the official zoning map as a pedestrian street where development standards are required to promote a pedestrian friendly street. Pedestrian streets offer a pleasant and safe walking environment. Design features include minimal interruptions of the sidewalk by driveways, publicly usable site furnishing such as benches, tables, and bike racks, and visually interesting buildings close to the sidewalk.
- L. Performance Guarantee.
A “financial guarantee” providing for and securing to the City the actual construction and installation of the required improvements.

M. Performance/Warranty Retainer.

A “financial guarantee” both providing for and securing to the City the actual construction and installation of such improvements, and securing to the City the successful operation of the improvements for two years after the City’s final inspection and acceptance of the improvements.

N. Permanent Erosion and Sediment Control Measures.

A combination of plants, mulch, sod, matting, erosion control blankets, and permanent structures that will provide long-term soil stabilization.

O. Permanent Sign.

~~((Any sign not classified as a temporary sign.))~~ See SMC 17C.240.015.

P. Permanent Stabilization.

See Permanent Erosion and Sediment Control Measures.

Q. Permeable Sediment.

Sediment permitting the flow of water.

R. Person.

Any natural person, whether acting individually or in a representative capacity, partnership, joint venture, corporation, or other legal entity.

S. Pier.

Any platform structure, fill, or anchored device in or floating upon water bodies to provide moorage for watercraft engaged in commerce, including, but not limited to, wharves, mono-buoys, quays, ferry terminals, and fish weighing station.

~~((T. Pitched Roof Sign.~~

~~A sign attached to a roof with a pitch of one to four or greater and placed parallel to the building wall.))~~

~~((U.))~~ T. Planned Capacity.

For all capital facilities, except transportation, capacity for a concurrency facility that does not exist, but for which the necessary facility construction, expansion, or modification project is contained in the current adopted City of Spokane comprehensive plan, capital improvement program and scheduled to be completed within six years. (RCW 36.70A.020).

~~((V.))~~ U. Planned Capacity for Transportation Facilities.

Capacity for transportation facilities, including roads and transit, that does not exist, but where transportation improvements or strategies to accommodate the impacts of development are made concurrent with the development.

1. These strategies may include:

- a. increased public transportation service,
- b. ride sharing programs,
- c. demand management, and
- d. other transportation systems management strategies.

2. For transportation facilities, “concurrent with the development” shall mean that improvements or strategies are in place at the time of development, or that a

financial commitment is in place to complete the improvements or strategies within six years (RCW 36.70A.070(6)(b)).

~~((W.))~~ V. Planned Unit Development (PUD).

1. A planned unit development is a project permit for an overlay zone, approved by the hearing examiner, which does not fully comply with all of the development standards of the base zone in which it is located, but is approved based on superior or innovative design.
2. The City may permit a variety of types, design, and arrangement of structures and enable the coordination of project characteristics with features of a particular site in a manner consistent with the public health, safety, and welfare.

~~((X.))~~ W. Plans.

Planning documents, which are developed by the various departments of the City, pertaining to the orderly development of public facilities.

~~((Y.))~~ X. Planting Zone

Area for street trees, ground cover or other plantings; typically included herein as a portion of overall sidewalk width reserved for locating permanent trees and tree grates.

~~((Z.))~~ Y. Plat – Final.

A map or representation of a subdivision, showing thereon the division of a tract or parcel of land into lots, blocks, streets, alleys, or other divisions and dedications and containing all elements and requirements set forth in this chapter and chapter 58.17 RCW.

~~((AA.))~~ Z. Plat – Preliminary.

1. A neat and approximate drawing of a proposed subdivision showing the general layout of streets, alleys, lots, blocks, and other elements of a subdivision required by this chapter and chapter 58.17 RCW.
2. The preliminary plat shall be the basis for the approval or disapproval of the general layout of a subdivision.

~~((AB.))~~ AA. Plaza.

Areas generally open to the public on a controlled basis and used for passive recreational activities and relaxation.

Plazas are paved areas typically provided with amenities, such as seating, drinking, and ornamental fountains, art, trees, and landscaping, for use by pedestrians.

~~((AC.))~~ AB. Plinth

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

~~((AD.))~~ AC. Pollutant.

Any substance which is prohibited or limited by applicable laws or regulations, which is released or discharged in conjunction with development. Any substance that causes or contributes to violation of air, land, or water quality standards, released or discharged.

~~((AE.))~~ AD. Pollution.

Contamination, or other alteration of the physical, chemical, or biological properties of air, land, water or wetlands, or such discharge of any liquid, gaseous, solid, radioactive,

or other substance into air, land, water, or wetlands as will or is likely to cause a nuisance or render such air, land, water, or wetlands harmful, detrimental, or injurious to the public health, safety, or welfare, or to domestic, commercial, industrial, agricultural, recreational, or other legitimate beneficial uses, or to livestock, wildlife, fish, native vegetation, or other aquatic life.

((~~AF~~)) AE. Potential Geologically Hazardous Areas.

Areas designated on maps maintained in the City's planning services department. They are classified "potential" because they have not been confirmed by field investigation nor do they necessarily include the full extent of all geologically hazardous areas within the City. The maps are intended to alert property owners, purchasers, developers, etc., to the possible existence of significant geological hazards, which may warrant further geotechnical study.

((~~AG~~)) AF. Practicable Alternative.

An alternative that is available and capable of being carried out after taking into consideration cost, existing technology, and logistics in light of overall project purposes and having less impact to critical areas. It may involve using an alternative site in the general region that is available to the applicant and may feasibly be used to accomplish the project.

((~~AH~~)) AG. Predevelopment Meetings.

Meetings between City or agency staff and an applicant or their representatives prior to formal submission of a detailed application. They are intended to provide an overview of the regulatory requirements, application process, and procedural submission requirements.

((~~AI~~)) AH. Principal Buildings

Where multiple buildings occupy a single lot, those buildings that are associated with the prevailing use of that site.

((~~AJ~~)) AI. Primary Building Entry

Access or entrance of first rank, importance or value, visually associated with the prevailing ground-floor use of a building.

((~~AK~~)) AJ. Primary Building Walls.

Any exterior building wall that faces a street and contains a public entrance to the occupant's premises or tenant space. If an individual tenant space does not have a street facing wall, or does not have a street facing wall containing a public entrance, then the primary building wall for that individual tenant space is any wall containing a public entrance that faces a parking area on the site. (See Figure 1, [SMC 17C.240.130](#), Primary Building Walls)

((~~AL~~)) AK. Primary Container.

The container that is in direct contact with the material of concern during the course of normal transport, use, or storage.

((~~AM~~)) AL. Primary Drainage Basin.

The basin of the stream or tributary within which a project is proposed, not including basins of major tributaries. For the purpose of this regulation the primary drainage basin of:

1. Latah Creek is not a part of the primary drainage basin of the Spokane River,

2. Marshall Creek is not a part of the primary drainage basin of Latah Creek.

~~((AN.))~~ AM. Primary Structure.

1. A structure or combination of structures of chief importance or function on a site. In general, the primary use of the site is carried out in a primary structure.
2. The difference between a primary and accessory structure is determined by comparing the size, placement, similarity of design, use of common building materials, and the orientation of the structures on a site.

~~((AQ.))~~ AN. Primary Use.

1. An activity or combination of activities of chief importance on the site. One of the main purposes for which the land or structures are intended, designed or ordinarily used.
2. A site may have more than one primary use.

~~((AP.))~~ AO. Principal Arterials.

A four- to six-lane street serving as a primary facility for access between the central business district, major employment districts, and major shopping centers.

~~((AQ.))~~ AP. Priority Habitats.

Habitat areas determined by WDFW to have unique or significant value to many species and that meet one or more of the following criteria:

1. High wildlife density.
2. High species diversity.
3. Important wildlife breeding habitat.
4. Important wildlife seasonal ranges.
5. Important movement corridors.
6. Limited availability.
7. High vulnerability to habitat alteration.

~~((AR.))~~ AQ. Priority Species.

A wildlife species requiring protective measures for their perpetuation due to their population status, their sensitivity to habitat alteration, and/or their recreational importance.

~~((AS.))~~ AR. Private Street.

Roadway which is not controlled or maintained by a public authority, and which serve two or more properties.

~~((AT.))~~ AS. Project Permit or Project Permit Application.

Any land use or environmental permit or license required for a project action, including, but not limited to, building permits, short plats, subdivisions, binding site plans, planned unit developments, conditional uses, shoreline substantial development permits, site plan review, permits, or approvals required by the critical area ordinance, and site specific rezones authorized by a comprehensive plan or subarea plan, but excluding the adoption or amendment of a comprehensive plan, subarea plan, or development regulations, except as otherwise specifically identified under RCW 36.70B.140.

~~((AU.))~~ AT. Projecting Sign.

~~((A sign attached to and projecting out from a building face or wall, generally at right angles to the building. Projecting signs include signs that are totally in the right-of-way, partially in the right-of-way, or fully on private property.)) See SMC 17C.240.015.~~

~~((AV.))~~ AU. Protected Species.

A general classification of animals by WDFW that includes all those species not classified as listed, game, fur-bearing, or non-protected. This also includes all birds not classified as game or non-protected.

~~((AW.))~~ AV. Proximity.

That two or more properties are either adjacent or separated by a street or alley.

~~((AX.))~~ AW. Public Access.

The public's right to get to and use the City's public waters, the water/land interface and associated shoreline area. It includes physical access that is either lateral (areas paralleling the shore) or perpendicular (an easement or public corridor to the shore), and/or visual access facilitated by means such as scenic streets and overlooks, viewing towers, and other public sites or facilities.

~~((AY.))~~ AX. Public Facilities.

Any City-owned, operated, or contracted public facility or service in whole, or in part, whether existing or planned, including, but not limited to:

1. parks,
2. recreation facilities,
3. playgrounds,
4. streets,
5. transportation facilities,
6. open spaces,
7. fire facilities,
8. storm water drainage ponds, and
9. all such appurtenances and improvements.

~~((AZ.))~~ AX. Public Property.

Any City-owned real property, air space, or other interest in real estate, including streets, alleys, or other public rights-of-way, owned by or controlled by this municipality or any other governmental unit.

~~((BA.))~~ AZ. Public Way.

1. A dedicated "public way" is a tract of land:
 - a. conveyed or reserved by deed,
 - b. dedicated by plat, or
 - c. acquired by decree of court,
 - d. which has been accepted and dedicated by action of the city council to the public right-of-way and for secondary use as an easement for public utilities.
2. An "alley" is a public way, usually not exceeding sixteen feet in width, designed or intended to provide secondary access to abutting properties.

Section 13. That SMC Section 17A.020.180 is amended to read as follows:

Section 17A.020.180 "R" Definitions

A. RCW.

The Revised Code of Washington, as amended.

~~((B. Real Estate Sign.~~

~~A sign indicating that a property or any portion thereof is available for inspection, sale, lease, rent.))~~

~~((C.))~~ B. Reasonable Cause.

A reasonable basis to believe or suspect that there is storage, seepage, spillage, accumulation, or use of critical materials or the pursuit of critical materials activities at a site or premises.

~~((D.))~~ C. Reconsideration – Request For.

A request to the appeal body to consider again or reverse the decision on the permit application.

~~((E.))~~ D. Recreational Vehicle.

A vehicle, which is:

1. Built on a single chassis;
2. Four hundred square feet or less when measured at the largest horizontal projection;
3. Designed to be self-propelled or permanently towable by a light duty truck; and
4. Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

~~((F.))~~ E. Recycling Drop-off Center.

A facility for the drop-off and temporary holding of materials such as paper, cardboard, glass, metal, plastic, batteries, and motor oil.

1. Processing of materials is limited to glass breaking and separation.
2. Recycling materials are not sold to a recycling drop-off center.
3. A recycling drop-off center is intended for household or consumer use.
4. Use by commercial or industrial establishments is not included.
5. Unattended drop-off stations for single materials, such as newsprint, are also not included.

~~((G.))~~ F. Recycling Operation.

A use where one or more recycling materials are accumulated, stored, sorted, or processed.

1. A recycling operation may get recycling materials from drop-off centers, from a household or business pick-up operation, or from commercial or industrial uses.
2. Materials may be processed on site or accumulated in large quantities for eventual sale or transfer to other processors.
3. Recycling operation does not include the processing of yard debris or other decomposable material except for clean paper products.

~~((H.))~~ G. Redivision.

The redivision of a lot located within a previously recorded plat or short plat.

~~((I.))~~ H. Regional Shopping Mall – Enclosed.

A group of retail and other commercial establishments that is planned, developed, and managed as a single property, with on-site parking provided around the perimeter of the shopping center, and that is generally at least forty acres in size and flanked by two or more large “anchor” stores, such as department stores. The common walkway or “mall” is enclosed, climate-controlled and lighted, usually with an inward orientation of the stores facing the walkway.

~~((J.))~~ I. Registered Neighborhood Organization.

A community development block grant (CDBG) neighborhood steering committee, a neighborhood council, or other neighborhood or community group within the City that:

1. Represents a specifically designated geographic area;
2. Is governed by bylaws and has elected officers; and
3. Has registered as such with the City and is on the current list of registered neighborhood organizations.

~~((K.))~~ J. Regularly.

Occurring consistently and repeatedly on an ongoing basis.

~~((L.))~~ K. Regulated Substance.

A critical material as referred to in 42 U.S.C. 6991(2).

~~((M.))~~ L. Related Persons.

One or more persons related either by blood, marriage, adoption, or guardianship, and including foster children and exchange students; provided, however, any limitation on the number of residents resulting from this definition shall not be applied if it prohibits the City from making reasonable accommodations to disabled persons in order to afford such persons equal opportunity to use and enjoy a dwelling as required by the Fair Housing Amendment Act of 1988, 42 U.S.C. 3604(f)(3)(b) and the Washington Housing Policy Act, RCW 35.63.220.

~~((N.))~~ M. Repair (see also “Maintenance”).

An activity that restores the character, scope, size, and design of a serviceable area, structure, or land use to its previously authorized and undamaged condition. Activities that change the character, size, or scope of a project beyond the original design, and drain, dredge, fill, flood, or otherwise alter additional wetlands are not included in this definition.

~~((O.))~~ N. Reservoir.

A body of water collected and stored in an artificial pool that is intended for future use.

~~((P.))~~ O. Residential Zone.

Those zones from RA through RHD.

~~((Q.))~~ P. Responsible Party.

A person who is either:

1. The property owner or person authorized to act on the owner's behalf; or
2. Any person causing or contributing to a violation of this chapter.

~~((P-))~~ Q. Restoration.

See "Compensatory Mitigation" ([SMC 17A.020.030](#)).

~~((S-))~~ R. Revetment.

A sloped wall constructed of riprap or other suitable material placed on stream banks or other shorelines to slow down bank erosion and minimize lateral stream movement.

~~((T-))~~ S. Right-of-way.

A public or private area that allows for the passage of people or goods.

1. Right-of-way includes passageways such as:
 - a. freeways,
 - b. streets,
 - c. bike paths,
 - d. alleys, and
 - e. walkways.
2. A public right-of-way is a right-of-way that is dedicated or deeded to the public for public use and under the control of a public agency.

~~((U-))~~ T. Riparian.

1. Riparian habitat is defined as an area that contains elements of both aquatic and terrestrial ecosystems, which mutually influence each other.
2. It is the area where the vegetation, water tables, soils, microclimate, and wildlife inhabitants of terrestrial ecosystems are influenced by perennial or intermittent water, and the biological and physical properties of the adjacent aquatic ecosystems are influenced by adjacent vegetation, nutrient, and sediment loading, terrestrial wildlife, and organic debris from the land.
3. Riparian vegetation includes not only streamside vegetation that is dependent upon presence of water, but also on the upland vegetation that is part of the zone of influence in the riparian area.
4. Riparian habitats have high wildlife density and high species diversity. They serve as important wildlife breeding and seasonal ranges. They are important movement corridors and are highly vulnerable to habitat alteration.

~~((V-))~~ U. Riparian Habitat Area (RHA).

A defined area used to manage and buffer impacts to wildlife habitat and consists of landscape features that support fish and wildlife in areas near water bodies such as streams, rivers, wetlands and lakes.

~~((W-))~~ V. Riparian Wetland.

Wetlands located at the shore of a lake or river. The transitional area between aquatic and upland ecosystems that is identified by the presence of vegetation that requires or tolerates free or unbound water or conditions that are more moist than normally found in the area.

~~((X.))~~ W. Riprap.

A layer, facing, or protected mound of stones placed to prevent erosion, scour, or sloughing of a structure of embankment; also, the stone so used.

~~((Y.))~~ X. River Delta.

Those lands formed as an aggradational feature by stratified clay, silt, sand, and gravel deposited at the mouths of streams where they enter a quieter body of water. The upstream extent of a river delta is that limit where it no longer forms distributary channels.

~~((Z.))~~ Y. Riverine.

Situated alongside or associated with a river.

~~((AA.))~~ Z. Roadway.

1. Curbed roadways within the City limits and other urbanized areas are commonly and generically referred to as “streets.” Roadways outside the urban areas are most often not curbed, and are commonly and generically referred to as “roads.”
2. Within the context of this code, “roadway” refers to any traveled way, either public or private, that has been platted or otherwise specifically dedicated for the purpose of circulation and will require a name in accordance with chapter [17D.050A SMC](#).

~~((AB.))~~ AA. Roadway Name.

Roadway names consist of three parts:

1. Direction.
2. Root name; and
3. Suffix.

~~((AC.))~~ AB. Rock Shore.

Those shorelines whose bluffs and banks are typically composed of natural rock formations.

~~((AD.))~~ AC. Rockfall.

The falling of rocks from near vertical cliffs.

~~((AE.))~~ AD. Roof Line.

The top edge of a roof or building parapet, whichever is higher, excluding any cupolas, chimneys, or other projections.

~~((AF.))~~ AE. Roof Top Sign.

~~A sign on a roof that has a pitch of less than one to four.~~

~~((AG.))~~ AE. Root Name.

A maximum of two words, which are not considered part of the directional or suffix.

~~((AH.))~~ AF. Runoff.

Water that travels across the land surface, or laterally through the ground near the land surface, and discharges to water bodies either directly or through a collection and

conveyance system. It includes stormwater and water from other sources that travels across the land surface.

((AI.)) AG. Runoff and Infiltration Controls.

Measures adopted to prevent damage due to flooding and erosion problems.

Section 14. That SMC Section 17A.020.190 is amended to read as follows:

Section 17A.020.190 "S" Definitions

A. Salmonid.

Belonging to the family of Salmonidae, including the salmons, trouts, chars, and whitefishes.

B. Sandwich Board Sign.

~~((A self-supporting A-shaped freestanding temporary sign with only two visible sides that are situated adjacent to a business, typically on a sidewalk.))~~ See SMC 17C.240.015.

C. Scrub-shrub Wetland.

An area of vegetated wetland with at least thirty percent of its surface area covered by woody vegetation less than twenty feet in height at the uppermost strata.

D. Secondary Building Walls.

Exterior building walls that are not classified as primary building walls.

E. Secondary Containment.

A means of spill or leak containment involving a second barrier or tank constructed outside the primary container and capable of holding the contents of the primary container.

F. Sediment.

Mineral or organic matter deposited as a result of erosion.

G. Sedimentation.

The settling and accumulation of particles such as soil, sand, and gravel, suspended in water or in the air.

H. SEPA Rules.

Chapter 197-11 WAC adopted by the department of ecology.

I. Service Area.

A geographic area defined by the City, which encompasses public facilities that are part of a plan.

J. Serviceable.

Means presently useable.

K. Setback.

The minimum distance required between a specified object, such as a building and another point. Setbacks are usually measured from lot lines to a specified object. In addition, the following setbacks indicate where each setback is measured from:

1. "Front setback" means a setback that is measured from a front lot line.
2. "Rear setback" means a setback that is measured from a rear lot line.
3. "Side setback" means a setback that is measured from a side lot line.
4. "Street setback" means a setback that is measured from a street lot line.

L. Sex Paraphernalia Store.

A commercial establishment that regularly features sexual devices and regularly advertises or holds itself out, in any medium, as an establishment that caters to adult sexual interests. This definition shall not be construed to include:

1. Any pharmacy, drug store, medical clinic, any establishment primarily dedicated to providing medical or healthcare products or services; or
2. Any establishment located within an enclosed regional shopping mall.

M. Sexual Device.

Any three dimensional object designed for stimulation of the male or female human genitals, anus, buttocks, female breast, or for sadomasochistic use or abuse of oneself or others and shall include devices commonly known as dildos, vibrators, penis pumps, cock rings, anal beads, butt plugs, nipple clamps, and physical representations of the human genital organs. Nothing in this definition shall be construed to include devices primarily intended for protection against sexually transmitted diseases or for preventing pregnancy.

N. Shall.

Unless the context indicates otherwise, the term "shall" means:

1. In reference to the obligations imposed by this title upon owners or occupants of premises or their agents, a mandatory obligation to act, or when used with a negative term to refrain from acting, in compliance with this code at the risk of denial of approval or civil or criminal liability upon failure so to act, the term being synonymous with "must";
2. With respect to the functions of officers and agents of the City, a direction and authorization to act in the exercise of sound discretion; or
3. The future tense of the verb "to be."

O. Shallow Groundwater.

Naturally occurring water within an unconfined (water table) aquifer, partially confined aquifer or perched groundwater aquifer, and which is present at depth of fifteen feet or less below the ground surface, at any time, under natural conditions.

P. Shorelands.

Or "shoreline areas" or "shoreline jurisdiction" means all "shorelines of the state" and "shorelands" as defined in RCW 90.58.030. Those lands extending landward for two hundred feet in all directions as measured on a horizontal plane from the ordinary high-water mark; floodways and contiguous floodplain areas landward two hundred feet from such floodways; and all wetlands and river deltas associated with the streams, lakes,

and tidal waters which are subject to the provisions of the entire shoreline master program; the same to be designated as to location by the department of ecology.

Q. Shoreline and Ecosystems Enhancement Plan and Program.

See SMC 17E.020.090, Habitat Management Plans.

R. Shoreline Buffer.

1. A designated area adjacent to the ordinary high-water mark and running landward to a width as specified by this regulation intended for the protection or enhancement of the ecological function of the shoreline area.
2. The buffer will consist primarily of natural vegetation or planted vegetation which maintains or enhances the ecological functions of the shoreline area.
3. The term "buffer area" has the same meaning as "buffer."

S. Shoreline Enhancement.

Any alteration of the shoreline that improves the ecological function of the shoreline area or any aesthetic improvement that does not degrade the shoreline ecological function of the shoreline.

T. Shoreline Environment Designations.

The categories of shorelines established by local shoreline master programs in order to provide a uniform basis for applying policies and use regulations within distinctively different shoreline areas. The basic recommended system classifies shorelines into four distinct environments (natural, conservancy, rural, and urban). See WAC 173-16-040(4).

U. Shoreline Habitat and Natural Systems Enhancement Projects.

1. Shoreline habitat and natural systems enhancement projects include those activities proposed and conducted specifically for the purpose of establishing, restoring, or enhancing habitat for propriety species in shorelines.
2. Provided that the primary purpose of such actions is clearly restoration of the natural character and ecological functions of the shoreline, projects may include shoreline modification actions such as:
3. Modification of vegetation,
4. Removal of nonnative or invasive plants,
5. Shoreline stabilization, dredging, and filling.

V. Shoreline Jurisdiction.

See "Shorelands."

W. Shoreline Letter of Exemption.

Authorization from the City which establishes that an activity is exempt from shoreline substantial development permit requirements under SMC 17E.060.300 and WAC 173-14-040, but subject to regulations of the Act and the entire shoreline master program.

X. Shoreline Master Program.

1. The comprehensive use plan for a described area, and the use regulations together with maps, diagrams, charts, or other descriptive material and text, a statement of desired goals, and standards developed in accordance with the policies enunciated in RCW 90.58.020.
2. For the City of Spokane, the shoreline master program includes the:
 - a. Shoreline Goals and Policies (Comprehensive Plan Chapter 14),

- b. Shoreline Regulations (chapter 17E.060 SMC),
- c. City of Spokane Shoreline Restoration Plan (stand-alone document), and
- d. Shoreline Inventory and Analysis (Comprehensive Plan Volume III).

Y. Shoreline Mixed Use.

Combination of water-oriented and non-water oriented uses within the same structure or development area.

Z. Shoreline Modifications.

Those actions that modify the physical configuration or qualities of the shoreline area, usually through the construction of a physical element such as a dike, breakwater, pier, weir, dredged basin, fill, bulkhead, or other shoreline structure. They can include other actions, such as clearing, grading, or application of chemicals.

AA. Shoreline Protection.

1. Structural and nonstructural methods to control flooding or address erosion impacts to property and dwellings or other structures caused by natural processes, such as current, flood, wind, or wave action.
2. The terms "Shoreline protection measure" and this term have the same meaning.
3. Substantial enlargement of an existing shoreline protection improvement is regarded as new shoreline protection measure.

AB. Shoreline Recreational Development.

Recreational development includes commercial and public facilities designed and used to provide recreational opportunities to the public. Water-dependent, water-related and water-enjoyment recreational uses include river or stream swimming areas, boat launch ramps, fishing areas, boat or other watercraft rentals, and view platforms.

AC. Shoreline Restoration.

1. The re-establishment or upgrading of impaired ecological shoreline processes or functions. This may be accomplished through measures including, but not limited to, re-vegetation, removal of intrusive shoreline structures and removal or treatment of toxic materials.
2. Restoration does not imply a requirement for returning the shoreline area to aboriginal or pre-European settlement conditions.

AD. Shoreline Stabilization.

Structural or non-structural modifications to the existing shoreline intended to reduce or prevent erosion of uplands or beaches. They are generally located parallel to the shoreline at or near the ordinary high-water mark. Other construction classified as shore defense works include groins, jetties, and breakwaters, which are intended to influence wave action, currents, and/or the natural transport of sediments along the shoreline.

AE. Shoreline Structure.

A permanent or temporary edifice or building, or any piece of work artificially built or composed of parts joined together in some definite manner, whether installed on, above, or below the surface of the ground or water, except for vessels.

AF. Shorelines Hearings Board (SHB).

The shorelines hearings board is a quasi-judicial body with powers of de novo review authorized by chapter 90.58 RCW to adjudicate or determine the following matters:

1. Appeals from any person aggrieved by the granting, denying, or rescinding of a permit issued or penalties incurred pursuant to chapter 90.58 RCW.
2. Appeals of department rules, regulations, or guidelines; and
3. Appeals from department decisions to approve, reject, or modify a proposed master program or program amendment of local governments which are not planning under RCW 36.70A.040.

AG. Short Plat – Final.

The final drawing of the short subdivision and dedication, prepared for filing for record with the Spokane county auditor and containing all elements and requirements set forth in this chapter and chapter 58.17 RCW.

AH. Short Plat – Preliminary.

1. A neat and approximate drawing of a proposed short subdivision showing the general layout of streets, alleys, lots, blocks, and other elements of a short subdivision required by this title and chapter 58.17 RCW.
2. The preliminary short plat shall be the basis for the approval or disapproval of the general layout of a short subdivision.

AI. Short Subdivision.

A division or redivision of land into nine or fewer lots, tracts, parcels, or sites for the purpose of sale, lease, or transfer of ownership. (RCW 58.17.020(6)).

AJ. Sign.

~~((1. Materials placed or constructed or light projected, but not including any lawful display of merchandise, that:~~

- ~~1. Conveys a message or image, and~~
- ~~2. Is used to inform or attract the attention of the public~~
- ~~2. Some examples of signs are materials or lights meeting the definition of the preceding sentence and which are commonly referred to as signs, placards, A-boards, posters, murals, diagrams, banners, flags, or projected slides, images, or holograms.~~
- ~~3. The scope of the term sign does not depend on the content of the message or image conveyed.)) See SMC 17C.240.015.~~

AK. Sign – Animated Sign.

~~((A sign that uses movement, by either natural or mechanical means, to depict action to create a special effect or scene.)) See SMC 17C.240.015.~~

AL. Sign – Electronic Message Center Sign.

~~((An on-premises sign capable of displaying words, symbols, figures, or images that can be electronically or mechanically changed by remote or automatic means including signs using a video display method.)) See SMC 17C.240.015.~~

AM. Sign Face.

~~((The portion of a sign which contains lettering, logo, trademark, or other graphic representations. (See SMC 17C.240.140, Sign Face Area.)) See SMC 17C.240.015.~~

AN. Sign – Flashing Sign.

~~((1. A pattern of changing light illumination where the sign illumination alternates suddenly between fully illuminated and fully non-illuminated in a strobe-like fashion for the purpose of drawing attention to the sign.
2. Time and temperature signs are excluded from this definition.
3. For the purpose of this title, electronic message centers consistent with the standards of SMC 17C.240.240(J) shall not be considered flashing signs.))~~ See SMC 17C.240.015.

AO. Sign Maintenance.

~~((Normal care needed to keep a sign functional, such as cleaning, painting, oiling, and changing of light bulbs.))~~ See SMC 17C.240.015.

AP. Sign – Off-premises.

~~((A sign relating, through its message and content, to a business activity, use, product, or service not available on the premises upon which the sign is erected.))~~ See SMC 17C.240.015.

AQ. Sign Repair.

~~((Fixing or replacement of broken or worn parts. Replacement includes comparable materials only. Repairs may be made with the sign in position or with the sign removed.))~~ See SMC 17C.240.015.

AR. Sign Structure.

~~((A structure specifically intended for supporting or containing a sign.))~~ See SMC 17C.240.015.

AS. Significant Vegetation Removal.

The removal or alteration of trees, shrubs, and/or ground cover by clearing, grading, cutting, burning, chemical means, or other activity that causes significant ecological impacts to functions provided by such vegetation.

1. The removal of invasive or noxious weeds does not constitute significant vegetation removal.
2. Tree pruning, not including tree topping, where it does not affect ecological functions, does not constitute significant vegetation removal.

AT. Single-family Residential Building.

A dwelling containing only one dwelling unit.

AU. Single-room Occupancy Housing (SRO).

A structure that provides living units that have separate sleeping areas and some combination of shared bath or toilet facilities.

1. The structure may or may not have separate or shared cooking facilities for the residents.
2. SRO includes structures commonly called residential hotels and rooming houses.

AV. Site.

Any parcel of land recognized by the Spokane County assessor's office for taxing purposes. A parcel may contain multiple lots.

AW. Site – Archaeological.

1. A place where a significant event or pattern of events occurred. It may be the:
 - a. Location of prehistoric or historic occupation or activities that may be marked by physical remains; or
 - b. Symbolic focus of a significant event or pattern of events that may not have been actively occupied.
2. A site may be the location of a ruined or now non-extant building or structure if the location itself possesses historic, cultural, or archaeological significance.

AX. Slump.

The intermittent movement (slip) of a mass of earth or rock along a curved plane.

AY. SMC.

The Spokane Municipal Code, as amended.

AZ. Soil.

The naturally occurring layers of mineral and organic matter deposits overlaying bedrock. It is the outer most layer of the Earth.

BA. Sound Contours.

A geographic interpolation of aviation noise contours as established by the 2010 Fairchild AFB Joint Land Use Study and placed on the official zoning map. When a property falls within more than one noise zone, the more restrictive noise zone requirements shall apply for the entire property.

BB. Sound Transmission Class (STC).

A single-number rating for describing sound transmission loss of a wall, partition, window or door.

BC. Special Drainage District (SDD).

An area associated with shallow groundwater, intermittent standing water, or steep slopes where infiltration of water and dispersion of water into the soils may be difficult or delayed, creating drainage or potential drainage problems. SDDs are designated in SMC 17D.060.130.

BD. Special Event Sign.

~~((A temporary sign used to announce a circus, a carnival, festivals, or other similar events.))~~ See SMC 17C.240.015.

BE. Species of Concern.

Species native to Washington State listed as state endangered, state threatened, state sensitive, or state candidate, as well as species listed or proposed for listing by the U.S. Fish and Wildlife Service or the National Marine Fisheries Service.

BF. Specified Anatomical Areas.

They are human:

1. Genitals, pubic region, buttock, and female breast below a point immediately above the top of the areola, when such areas are less than completely and opaquely covered;
2. Male genitals in a discernibly turgid state, even if completely and opaquely covered.

BG. Specified Sexual Activities.

Any of the following:

1. Human genitals in a state of sexual stimulation or arousal;
2. Acts of human masturbation, sexual intercourse, or sodomy; and
3. Fondling or other erotic touching of human genitals, pubic region, buttock, or female breast.

BH. Spokane Regional Stormwater Manual (SRSW).

A technical document establishing standards for stormwater design and management to protect water quality, natural drainage systems, and down-gradient properties as urban development occurs.

BI. Spokane Register of Historic Places.

The register maintained by the historic preservation office, which includes historic landmarks and districts in the City and County.

BJ. Sports Field.

An open area or stadium in which scheduled sports events occur on a regular basis. Sports events include both competitive and noncompetitive events such as track and field activities, soccer, baseball, or football games.

BK. Stabilization.

The process of establishing an enduring soil cover of vegetation or mulch or other ground cover and may be in combination with installation of temporary or permanent structures.

BL. Standard Plans.

Refers to the City of Spokane's standard plans.

BM. Standard References

Standard engineering and design references identified in SMC 17D.060.030.

BN. State Candidate Species.

Fish and wildlife species that WDFW will review for possible listing as state endangered, threatened, or sensitive.

BO. State Endangered Species.

Any wildlife species native to the State of Washington that is seriously threatened with extinction throughout all or a significant portion of its range within the state.

BP. State Register.

The register maintained pursuant to chapter 195, Laws of 1977, 1st ex. sess., section 6 (chapter 27.34 RCW).

BQ. State Sensitive Species.

Any wildlife species native to the State of Washington that is vulnerable or declining and is likely to become endangered or threatened throughout a significant portion of its range within the state without cooperative management or removal of threats.

BR. State Threatened Species.

Any wildlife species native to the State of Washington that is likely to become an endangered species within the foreseeable future throughout a significant portion of its range within the state without cooperative management or removal of threats.

BS. Stealth Facilities.

Any cellular telecommunications facility that is designed to blend into the surrounding environment. Examples of stealth facilities include:

1. Architecturally screened roof-mounted antennas;
2. Building-mounted antennas painted to match the existing structure;
3. Antennas integrated into architectural elements; and
4. Antenna structures designed to look like light poles, trees, clock towers, bell steeples, or flag poles.

BT. Stewardship.

Acting as supervisor or manager of the City and County's historic properties.

BU. Stormwater.

1. Any runoff flow occurring during or following any form of natural precipitation, and resulting from such precipitation, including snowmelt.
2. "Stormwater" further includes any locally accumulating ground or surface waters, even if not directly associated with natural precipitation events, where such waters contribute or have a potential to contribute to runoff onto the public right-of-way, public storm or sanitary sewers, or flooding or erosion on public or private property.

BV. Stormwater Management Program (SWMP).

A set of actions and activities designed to reduce the discharge of pollutants from the regulated MS4 to the maximum extent practicable and to protect water quality, and comprising the components listed in S5 or S6 of the Eastern Washington Phase II Municipal Permit (WAR04-6505) and any additional actions necessary to meet the requirements of applicable TMDLs.

BW. Story.

That portion of a building included between the upper surface of any floor and the upper surface of the floor next above, except:

1. The topmost story is that portion of a building included between the upper surface of the topmost floor and the ceiling or roof above;
2. That portion of a building between the eaves and the ridge, when over twenty feet in height, is considered a story;
3. That portion of a building below the eaves which exceeds fourteen feet in height is considered a story, each fourteen feet of height (or major part of fourteen feet) being an additional story; and
4. A basement or unused under-floor space is a story if the finished floor level directly above is either more than:
 - a. Six feet above grade for more than half of the total perimeter, or
 - b. Twelve feet above grade at any point.

BX. Stream.

A naturally occurring body of periodic or continuously flowing water where the:

1. Mean annual flow is greater than twenty cubic feet per second; and
2. Water is contained with a channel (WAC 173-22-030(8)).

BY. Street.

See "Public Way" (SMC 17A.020.160).

BZ. Street Classifications.

1. Arterial and local access streets are classified in section 4.5 of the comprehensive plan as follows:
 - a. Principal arterial.
 - b. Minor arterial.
 - c. Collector arterial.
 - d. Local access street.
 - e. Parkway.
2. Definitions of all of the above classifications are included herein. Private streets are not classified but are defined under SMC 17A.020.160, "P" Definitions.

CA. Street Frontage.

The lot line abutting a street.

CB. Strobe Light.

A lamp capable of producing an extremely short, brilliant burst of light.

CC. Structural Alteration.

~~((1. Modification of a sign, sign structure, or awning that affects size, shape, height, or sign location.~~

~~2. Changes in structural materials; or~~

~~3. Replacement of electrical components with other than comparable materials.~~

~~4. The replacement of wood parts with metal parts, the replacement of incandescent bulbs with light emitting diodes (LED), or the addition of electronic elements to a non-electrified sign would all be structural alterations.~~

~~5. Structural alteration does not include ordinary maintenance or repair, repainting an existing sign surface, including changes of message or image, exchanging painted and pasted or glued materials on painted wall signs, or exchanging display panels of a sign through release and closing of clips or other brackets.)) See SMC 17C.240.015.~~

CD. Structure.

Any object constructed in or on the ground, including a gas or liquid storage tank that is principally above ground.

1. Structure includes:
 - a. Buildings,
 - b. Decks,
 - c. Fences,
 - d. Towers,
 - e. Flag poles,

- f. Signs, and
 - g. Other similar objects.
- 2. Structure does not include paved areas or vegetative landscaping materials.

CE. Structure – Historic.

A work made up of interdependent and interrelated parts in a definite pattern of organization. Generally constructed by man, it is often an engineering project.

CF. Subdivision.

A division or redivision of land into ten or more lots, tracts, or parcels for the purpose of sale, lease, or transfer of ownership (RCW 58.17.020).

CG. Subject Property.

The site where an activity requiring a permit or approval under this code will occur.

CH. Sublevel Construction Controls.

Design and construction requirements provided in SMC 17F.100.090.

CI. Submerged Aquatic Beds.

Wildlife habitat area made up of those areas permanently under water, including the submerged beds of rivers and lakes and their aquatic plant life.

CJ. Substantial Damage – Floodplain.

Damage of any origin sustained by a structure whereby the cost of restoring the structure to its pre-existing condition would equal or exceed fifty percent of the assessed value of the structure before the damage occurred.

CK. Substantial Development.

For the shoreline master program, shall mean any development of which the total cost or fair market value exceeds the dollar amount set forth in RCW 90.58 and WAC 173-26 for any improvement of property in the shorelines of the state.

CL. Substantial Improvement – Floodplain.

1. Any repair, reconstruction, or improvement of a structure, the cost of which equals or exceeds fifty percent of the assessed value of the structure either:
 - a. Before the improvement or repair is started, or
 - b. If the structure has been damaged and is being restored, before the damage occurred.
2. For the purposes of this definition, “substantial improvement” is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure.
3. The term does not, however, include either any:
 - a. Project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions; or
 - b. Alteration of a structure listed on the National Register of Historic or State Inventory of Historic Places.

CM. Suffix.

Describes the roadway type and is located after the root roadway name (i.e., street, avenue, court, lane, way, etc.). The appropriate suffix shall be used in accordance with SMC 17D.050A.040(U).

ADOPTED BY THE CITY COUNCIL ON January xx , 2018.

(Delivered to the Mayor on the _____ day of January xx, 2018)

Council President

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

Mayor

Date

Effective Date

CITY OF SPOKANE PARKING STUDIES

Summary of Tasks

Task #	Downtown	Notes	University District	Notes
1.1	Kickoff Meeting	Take place on same visit	Kickoff Meeting	Take place on same visit
1.2	Project Management		Project Management	
2.1	PAC Meetings (2)	Reduced to 2 meetings	UDDA Board/City Meetings (2)	U-District via Skype
2.2	Stakeholder Interviews (6)/Focus Groups (2)	Take place on same visit as #1.1	Stakeholder Interviews (6)/Focus Groups (2)	Take place on same visit as #1.1
2.3	Online User Survey	No proposed changes as limited efficiencies to be gained from City partnering on survey development/analysis	Staff Meetings (4, includes 1.1 and 2.4)	Meetings via Skype or in-person as feasible
2.4	Community Workshop (1)	Costs reduced assuming that N\N plays a support role only	Presentations (2, includes 2.1 and 2.3)	U-District via Skype
2.5	Final Presentations (3)	3 presentations occur on same visit	N/A	
3.1	Data Collection Plan	Reduced to 7 a.m. - 10 p.m. and by ~20 blocks	Gather and Assess Existing Data	Study area reduced ¹
3.2	Parking Inventory	Reduced to 7 a.m. - 10 p.m. and by ~20 blocks	Develop Survey Methodology	Study area reduced (see footnote 1)
3.3	Parking Utilization + Turnover	Reduced to 7 a.m. - 10 p.m. and by ~20 blocks	Prepare Data Collection Templates	Study area reduced (see footnote 1)
3.4	N/A		Parking Inventory Database + Schema	Study area reduced (see footnote 1)
4.1	Parking System Performance and User Profile		Inventory of On-Street Parking	Study area reduced (see footnote 1)
4.2	Operations, Enforcement, IT Assessment		N/A	
4.3	Multimodal/Trip Reduction/ADA Systems Assessment		N/A	
4.4	Zoning Code Assessment		N/A	
5.1	Existing Land Use		Inventory of Off-Street	Study area reduced

¹ Study area reduced by five blocks west of Ruby Street and nine blocks north of Cataldo and east of Hamilton

DOWNTOWN AND UNIVERSITY DISTRICT PARKING STUDIES | WORK PLAN AND BUDGET
City of Spokane

Task #	Downtown	Notes	University District	Notes
	Database		Parking	(see footnote 1)
5.2	Future Development Scenarios		N/A	
5.3	Future Demand Analysis		N/A	
6.1	Best Practices and Peer Review		Analyze and Summarize Parking Inventory	Study area reduced (see footnote 1)
6.2	N/A		User Profile	
6.3	N/A		Issues and Opportunities	
7.1	Management Strategies		Draft/Final Report	
7.2	Zoning Code Strategies		N/A	
7.3	Multimodal and TDM Strategies		N/A	
8.1	Financial Analysis		N/A	
8.2	Implementation Plan		N/A	
9.1	Draft Plan		N/A	
9.2	Final Plan		N/A	

Budget Summary

Downtown - ORIGINAL

#	Task	Team Member			Total
		N\N	IDAX	DIXON	
1	Project Initiation and Management	\$8,510	\$0	\$495	\$9,005
2	Public Participation	\$22,360	\$0	\$1,440	\$23,800
3	Data Collection	\$1,800	\$76,140	\$0	\$77,940
4	Parking System Assessment	\$19,950	\$0	\$4,250	\$24,200
5	Parking and Land Use Analysis	\$9,710	\$0	\$0	\$9,710
6	Best Practices and Peer Review	\$3,390	\$0	\$0	\$3,390
7	Strategy Development	\$13,710	\$0	\$3,900	\$17,610
8	Implementation Plan and Financial Analysis	\$8,640	\$0	\$0	\$8,640
9	Draft and Final Plan	\$12,390	\$0	\$0	\$12,390
Sub-total		\$100,461	\$76,140	\$10,085	\$186,686
Direct Costs		\$6,150	\$3,000	\$1,360	\$10,510
TOTAL		\$106,611	\$79,140	\$11,445	\$197,196

Downtown - REVISED

#	Task	Team Member			Total
		N\N	IDAX	DIXON	
1	Project Initiation and Management	\$7,730	\$160	\$495	\$8,385
2	Public Participation	\$19,630	\$0	\$1,440	\$21,070
3	Data Collection	\$1,800	\$69,880	\$0	\$71,680
4	Parking System Assessment	\$19,580	\$0	\$4,250	\$23,830
5	Parking and Land Use Analysis	\$9,710	\$0	\$0	\$9,710
6	Best Practices and Peer Review	\$3,390	\$0	\$0	\$3,390
7	Strategy Development	\$13,710	\$0	\$3,900	\$17,610
8	Implementation Plan and Financial Analysis	\$8,640	\$0	\$0	\$8,640
9	Draft and Final Plan	\$12,390	\$0	\$0	\$12,390
Sub-total		\$96,581	\$70,040	\$10,085	\$176,706
Direct Costs		\$6,570	\$3,000	\$1,360	\$10,930
TOTAL		\$103,151	\$73,040	\$11,445	\$187,636

Downtown - DIFFERENCE

#	Task	Team Member			Total
		N\N	IDAX	DIXON	
1	Project Initiation and Management	-\$780	\$160	\$0	-\$620
2	Public Participation	-\$2,730	\$0	\$0	-\$2,730
3	Data Collection	\$0	-\$6,260	\$0	-\$6,260
4	Parking System Assessment	-\$370	\$0	\$0	-\$370
5	Parking and Land Use Analysis	\$0	\$0	\$0	\$0
6	Best Practices and Peer Review	\$0	\$0	\$0	\$0
7	Strategy Development	\$0	\$0	\$0	\$0
8	Implementation Plan and Financial Analysis	\$0	\$0	\$0	\$0
9	Draft and Final Plan	\$0	\$0	\$0	\$0
Sub-total		-\$3,879	-\$6,100	\$0	-\$9,979
Direct Costs		\$420	\$0	\$0	\$420
TOTAL		-\$3,459	-\$6,100	\$0	-\$9,559

DOWNTOWN AND UNIVERSITY DISTRICT PARKING STUDIES | WORK PLAN AND BUDGET
City of Spokane

University District - ORIGINAL

#	Task	Team Member		Total
		N\N	IDAX	
1	Project Initiation and Project Management	\$6,210	\$320	\$6,530
2	Public Participation	\$14,930	\$780	\$15,710
3	Data Collection Methodology	\$8,110	\$2,960	\$11,070
4	Inventory of On-Street Parking	\$0	\$11,325	\$11,325
5	Inventory of Off-Street Parking	\$0	\$10,025	\$10,025
6	Inventory Analysis and Summary	\$20,950	\$0	\$20,950
7	Final Report	\$6,830	\$0	\$6,830
	Sub-total	\$57,030	\$25,410	\$82,440
	Direct Costs	\$5,950	\$2,400	\$8,350
	Total	\$62,980	\$27,810	\$90,790

University District - REVISED

#	Task	Team Member		Total
		N\N	IDAX	
1	Project Initiation and Project Management	\$5,650	\$320	\$5,970
2	Public Participation	\$12,920	\$780	\$13,700
3	Data Collection Methodology	\$8,110	\$2,960	\$11,070
4	Inventory of On-Street Parking	\$0	\$10,790	\$10,790
5	Inventory of Off-Street Parking	\$0	\$9,850	\$9,850
6	Inventory Analysis and Summary	\$20,830	\$0	\$20,830
7	Final Report	\$6,110	\$0	\$6,110
	Sub-total	\$53,620	\$24,700	\$78,320
	Direct Costs	\$1,900	\$2,400	\$4,300
	Total	\$55,520	\$27,100	\$82,620

University District – DIFFERENCE

#	Task	Team Member		Total
		N\N	IDAX	
1	Project Initiation and Project Management	-\$560	\$0	-\$560
2	Public Participation	-\$2,010	\$0	-\$2,010
3	Data Collection Methodology	\$0	\$0	\$0
4	Inventory of On-Street Parking	\$0	-\$535	-\$535
5	Inventory of Off-Street Parking	\$0	-\$175	-\$175
6	Inventory Analysis and Summary	-\$120	\$0	-\$120
7	Final Report	-\$720	\$0	-\$720
	Sub-total	-\$3,410	-\$710	-\$4,120
	Direct Costs	-\$4,050	\$0	-\$4,050
	Total	-\$7,460	-\$710	-\$8,170

Downtown + University District

Project	Original	Revised	Difference
Downtown	\$197,196	\$187,636	-\$9,560
University District	\$90,790	\$82,620	-\$8,170
Total	\$287,986	\$259,816	-\$17,730

Downtown Study Work Plan

We will provide all interim and final work products in Word, PDF, GIS, and Excel formats, as appropriate. We will produce a single draft of all technical memoranda/deliverables and will incorporate feedback into a final version based on a single set of non-conflicting comments. All electronic files and GIS databases/shapefiles will be provided to the City.

TASK 1 PROJECT INITIATION AND PROJECT MANAGEMENT

1.1 Kickoff Meeting

Nelson\Nygaard will lead a kickoff meeting with City staff and the project team to confirm the project goals and refine the proposed work plan and schedule. The kickoff meeting will also be an opportunity to receive initial input on the data collection methodology and stakeholder involvement approach.

The kickoff meeting for the Downtown study will be coordinated with the University District kickoff meeting so that both meetings can be conducted on the same visit.

1.2 Project Management

Principal-in-Charge Terri O'Connor and Project Manager Phil Olmstead will provide oversight throughout the duration of the project. They will guarantee the City receives a quality product by assuring the project team adheres to the scope of work and is regularly informed of project status. They will also guarantee meeting materials and all deliverables are of the highest quality.

Nelson\Nygaard will also host bi-weekly conference calls with the project team to provide ongoing project updates, review project deliverables, and troubleshoot any project issues. Bi-weekly calls for the Downtown and University District studies will be coordinated to ensure project efficiencies.

Meetings: Kickoff Meeting
Bi-Weekly Conference Calls

Deliverables: Final Scope, Budget, and Schedule
Meeting Agendas and Notes

TASK 2 PUBLIC PARTICIPATION PLAN

Hearing from residents, employees, customers, students, visitors, employers, and others on the day-to-day and seasonal parking issues paints a more complete picture than parking inventory and demand data alone. Learning first-hand which parking elements work in downtown and which do not, what signage is confusing, or how people “game” the system can substantially aid in understanding issues and opportunities.

We propose the following public participation plan. It includes a multi-pronged approach to get the “story behind the story” of downtown parking. Ultimately, the outreach efforts will help our team: 1) truly understand the challenges and avenues for change; and 2) craft a plan supported by as many key stakeholders as possible. Our scope and budget assume that the City will be responsible for all meeting scheduling, logistics, A/V set up, and refreshments.

2.1 Parking Advisory Committee (PAC) Meetings

Nelson\Nygaard proposes to meet with the existing PAC up to two times for this project. Our experience with downtown parking studies tells us such advisory bodies can not only provide valuable insight into the

key issues and challenges, but are also crucial for developing community support for the recommendations and ensuring successful implementation. The existing PAC has intimate knowledge of downtown parking issues and should be involved with this study every step of the way to ensure continuity with past studies and ongoing efforts.

We propose to meet with the PAC up to two times at key milestones throughout the project, including: 1) review of existing conditions analysis and 2) review of draft plan.

2.2 *Stakeholder Interviews and Focus Groups*

Our team proposes to hold a series of individual/small group interviews (up to six) and focus groups (up to two) to capture a representative cross-section of perspectives in the downtown. Focused conversations and interviews allow us to probe more deeply than in a large group meeting, as well as solicit feedback beyond the “usual suspects.” We propose to conduct this task at the start of the project to document existing issues and opportunities. Potential participants would include representatives from some or all of the following:

- City Council and/or Commission members
- City staff, including planning, transportation, enforcement, and operations
- Parking Advisory Committee (PAC)
- Downtown Spokane Partnership
- Spokane BID
- Employers and employees
- Property owners
- Resident and neighborhood groups
- Spokane Transit Authority
- Transit, bicycle, and pedestrian advocacy groups
- Other stakeholders, as appropriate

Our scope and budget assume that the City will be responsible for stakeholder identification and securing participation. Our scope and budget assume that the interviews and focus groups will be coordinated with Task #1.1 so that meetings can occur during the same site visit.

2.3 *Online User Survey*

Most people do not have the time or desire to engage in the detailed process of a parking study. A simple, concise, and user-friendly survey is a cost-effective option to broaden and deepen user feedback. The survey is especially useful in understanding how different user groups utilize the parking system and where improvement is needed to meet the diverse parking needs.

Nelson\Nygaard has developed and executed dozens of such parking surveys in communities across the country. Our database of survey questions can be used to ensure accurate and meaningful responses, while allowing for questions to be tailored to the specific local context.

The online user survey would be accessible from the City’s website, local newspapers, stakeholder websites and/or email lists, or other resources. The survey can also be advertised via social media and more traditional methods, such as postcards or brochures (it is assumed that the City will be responsible for all applicable printing costs).

2.4 *Community Workshop*

Nelson\Nygaard will support City staff on one downtown community workshop. It is assumed that the parking study would be a portion of a larger workshop for the Downtown Plan. Nelson\Nygaard would provide materials for the workshop, such as maps, graphics, and/or presentation slides, to review key findings and solicit feedback on issues, opportunities, and potential strategies.

It is assumed that Nelson\Nygaard would attend the meeting in a support role and be available for community engagement, but would not be responsible for the presentation. It is assumed that the City will be responsible for all meeting logistics.

2.5 *Final Presentations*

Nelson\Nygaard will present the findings of the project at three meetings – Parking Advisory Committee, City Council/Staff, and one additional group to be identified by the City. The presentations will include a summary of all the work to date—project approach, methods, data analysis, key findings, and recommendations. It is assumed that presentations for each body will be coordinated so that meetings for each body can occur on the same site visit.

Meetings: PAC Meetings (2)
 Stakeholder Interviews (up to 6)
 Focus Groups (2)
 Materials for Downtown Community Workshop (1)
 Final Presentations (3)

Deliverables: Meeting Agendas, Presentation Materials, and Notes
 Online Survey Hosting + Analysis
 Technical Memorandum 1 – Stakeholder Interviews, Focus Groups, and Survey Findings
 (Draft + Final)

TASK 3 DATA COLLECTION

Data is essential for parking management. Without good data, it is impossible to know how the system is performing and where opportunities exist to improve management practices. Robust data is also crucial for community education. Data enables staff and decision-makers to move past perceptions about parking and make challenging, yet informed policy decisions.

Collecting data, however, requires a thoughtful and deliberate approach. The most successful projects take time to collect existing data sets, identify data gaps, and define a solid data collection plan. It is better to get it right, than move too quickly. We propose the following approach that will allow us to collect a robust, accurate, and timely set of data.

Data collection will occur within the proposed study area, excluding approximately 20 block faces and blocks near Riverfront Park and/or other locations as appropriate. The exact boundary of the study area will be confirmed with the City of Spokane prior to the start of data collection.

3.1 *Data Collection Plan*

The team will work with City staff and stakeholders to identify, collect, and review all relevant and available data, reports, and studies related to parking and relevant transportation programs in downtown Spokane, including, but not limited to:

- **Downtown studies and reports**, including previous parking studies and data files

- **Parking data**, available public and private parking inventory, regulations, and occupancy data by block and by garage/lot
- **Parking management practices**, enforcement protocols, revenues and expenses, technology framework, permit information, specialized parking arrangements (i.e., event, valet, resident permit parking, etc.), and parking signage location inventory and locations
- **Geographic Information Systems (GIS) files**

We will review all available data sets and identify key issues or gaps to inform the data collection tasks. A key focus of the data collection will be on availability and quality of data on private parking facilities. As described in Task 3.2 and 3.3, our scope and budget assumes that we will be provided all available private-sector inventory, regulation, and pricing data.

Nelson\Nygaard and IDAX will work with City staff to develop a survey methodology that will efficiently collect all requested data, as outlined in the RFP and identified in the tasks below. The survey methodology will:

1. Identify how each metric is being collected
2. Detail the procedure for measurement of each metric
3. Describe the database in which the metrics will be stored during the collection phase
4. Make adjustments to the study area, if any
5. Identify preferred dates and times for data collection

Following the approval of a survey methodology, IDAX will prepare data collection templates in collaboration with Nelson\Nygaard. Data collection templates will be reviewed by the City prior to data collection. Following the approval of the data collection templates, the project team will develop a parking data collection database schema that maximizes the data's compatibility with existing and future data.

3.2 *Parking Inventory*

On-street parking. IDAX will collect parking inventory information for all on-street spaces within the study area. The data collection will utilize existing GIS shapefiles and previous data sets to define the most cost-effective data collection routes that minimize unnecessary duplication of existing data sets. The following information will be collected and/or confirmed for all on-street spaces:

- Number and location of space by block face:
 - Passenger vehicles
 - Truck/commercial vehicle
 - Motorcycle
 - Bicycle
- Regulations and pricing by space, including: unrestricted, metered, time-restricted, commercial/passenger loading, disabled, permits, transit/police/special restriction, Park & Ride, other
- Technology and payment systems, if any

For block faces where parking spaces are not clearly marked, we will estimate the number of legal parking spaces in one of three ways: 1) if a block face is full or nearly fully occupied by vehicles, we will count/estimate the number of legally parked vehicles; 2) measure the length of parking zone on the block face via field survey or aerial image and divide by an assumed length for a legal parking space (typically 18-20 feet); or 3) use Google street view to estimate the number of spaces via parked vehicles.

Publicly owned/operated off-street parking. IDAX will collect and/or confirm parking inventory information for all publicly owned and operated off-street spaces within the study area. The data collection will utilize any existing GIS shapefiles and previous data sets to define the most cost-effective data collection routes that minimize unnecessary duplication of existing data sets. The following information will be collected and/or confirmed for all publicly owned/operated off-street spaces:

- Location/address and type of each facility
- Number of spaces by facility
 - Passenger vehicle
 - Truck/commercial vehicle
 - Motorcycle
 - Bicycle
- All regulations, restrictions, and pricing by space, by user, and by facility
- Access control and technology, if applicable

Privately owned/operated off-street parking. Per the guidance of the RFP (page 8), our budget and scope assumes that all available privately owned/operated off-street inventory information will be provided to the consultant team by the City in a “clean” GIS shapefile and/or Excel database in Task 3.1. Information will include all data as described above for public off-street parking.

It is assumed the City will be the single point of contact and obtain permission/access for the consultant team to conduct inventory counts in all identified off-street lots and garages as needed. The consultant team will assist the City with outreach to private operators/owners as feasible.

Our schedule assumes the inventory data collection (Task 3.1 and 3.2) will take approximately 2-3 weeks to complete. All collected data will be cleaned, processed, and transferred to an Excel database and GIS shapefiles for analysis and mapping in Task 4.1.

3.3 *Parking Utilization and Turnover*

IDAX will conduct a parking utilization study for all public and private on- and off-street spaces within the proposed study area, excluding approximately 20 block faces and blocks near Riverfront Park and/or other locations as appropriate. The exact boundary of the study area will be confirmed with the City of Spokane prior to the start of data collection.

We will collect utilization for a “typical” weekday and a “typical” Saturday from 7 a.m. to 10 p.m. Counts will be conducted every two hours to capture a demand profile throughout the day, but in a cost-effective manner.

Given the size of the study area and number of off-street facilities, it is likely that data collection will occur over multiple weekdays (Tuesday, Wednesday, and Thursday) within the same week or consecutive weeks, and up to three Saturdays on consecutive weekends. This approach allows us to use a smaller number of our best surveyors, as well as minimize the possible variation of demand on any given day due to some unforeseen reason. Specific dates and collection times will be determined in consultation with City staff.

We will also collect parking utilization data for one special event. In consultation with City staff we will identify the special event and then collect hourly utilization data during the event (up to six hours) and for one hour before and after the event (total of 8 hours). Data will be collected for all public and private on- and off-street facilities within a pre-determined boundary around the event representing a reasonable walking distance.

Finally, we propose to conduct a focused on-street duration/turnover study utilizing a sampling methodology to reduce costs, yet still capture key parking behavior data. Given the size of the study area,

we propose to collect duration/turnover for on-street spaces covering approximately 40-50 blockfaces within downtown. Duration/turnover counts would be conducted from 7 a.m. to 10 p.m. for both a weekday and weekend. Specific blockfaces would be determined with staff, but could be distributed across downtown to assess behavior in different areas or concentrated on a focused number of corridors.

It is assumed the City will obtain permission/access for the consultant team to conduct utilization counts in all identified off-street lots and garages as needed. The consultant team will assist the City with outreach to private operators/owners as feasible.

All data will be cleaned, processed, and transferred to an Excel database and GIS shapefiles for analysis and mapping in Task 3.4.

Deliverable: Inventory, Utilization, and Duration/Turnover Excel Database and GIS Shapefiles

TASK 4 PARKING SYSTEMS ASSESSMENT

4.1 *Parking System Performance and User Profile*

Parking utilization rates and patterns will be analyzed to assess the capacity of the existing supply to meet current demand. We recognize that parking demand and behavior can vary significantly across a downtown. Therefore, our analysis will evaluate parking demand as not only a comprehensive downtown system, but also by on-street vs. off-street, public vs. private, user group, and geography.

User-friendly and easily readable maps and charts will be created in GIS to represent the dynamics of the supply and demand relationship. Maps that show how demand varies throughout the day by individual block and lot/garage (“heat” maps) are particularly important when demonstrating the local parking demand profile, especially underutilized facilities during “peak” periods.

Our analysis will produce the following outputs:

- Summary tables and charts of surveyed on- and off-street parking inventory identifying:
 - Number and proportion of stalls by type
 - Regulations and pricing
 - Ownership/management
- Summary maps of on- and off-street parking location, type, regulation, ownership, and pricing
- Summary infographics that convey findings to key audiences
- Usage data including peak and pricing

Based on a review of the data and findings in Tasks 3.1-3.3, Nelson\Nygaard will develop a user profile for the downtown parking system and its various components. The inventory, regulatory, utilization, and turnover data will identify how many spaces are available to each unique user group and how they are being utilized. Data gathered from the online user survey (Task 2.3) can also be used to supplement this task.

4.2 *Operations, Enforcement, IT Assessment*

Through stakeholder interviews, a site visit, and review of existing data, DIXON Resources Unlimited will conduct an in-depth review of the current parking operations and existing technology systems. This existing conditions assessment will allow DIXON to establish a thorough understanding of the City’s current operational needs and define the parking operations and technology roadmap that will ensure a stable, efficient and manageable parking operation for the City that will allow patrons to efficiently locate and pay for available parking.

4.3 *Multimodal/Trip Reduction/ADA Systems Assessment*

Nelson\Nygaard will bring its abilities as a multimodal transportation firm to conduct a high-level assessment of the multimodal network in downtown Spokane during its field observations, with particular attention paid to how transit, biking, and walking support and interact with the parking system.

Every motorist is a pedestrian at some point during the trip, and a convenient, safe, and accessible street network is crucial to ensuring that people can easily utilize all of a district's parking facilities.

Nelson\Nygaard will specifically document issues and opportunities related to the following:

- Parking and multimodal wayfinding
- ADA access and compliance with federal requirements
- Bicycle parking facilities
- Pedestrian safety and comfort, especially linkages to key parking facilities
- Parking system integration and support of transit system investments, notably the Central City Line
- Potential circulation impacts of parking system changes
- Other trip reduction strategies, especially as they related to Washington's Commute Trip Reduction law

This task will also be informed by Nelson\Nygaard's previous and ongoing work on Comprehensive Plan and Street Design Guide. Nelson\Nygaard—and project team member Stephanie Wright—was a key part of the team for those efforts and will provide key insight to this task. This link provides a unique and significant opportunity to leverage and support each planning effort.

4.4 *Zoning Code Assessment*

Outdated or little known provisions of a city's municipal and/or zoning code can often inhibit desired developments and stymie economic growth. Revising development standards to set requirements that are more appropriate for the local context can often stimulate development and allow for better urban design. In addition, changes to code language can help foster shared parking arrangements, especially with private parking facilities. Nelson\Nygaard's expertise in parking code development will allow for a thorough review of the existing code. Coupled with a robust parking data set, we will identify key areas for further analysis and strategy development.

All data and key findings from Tasks 4.1-4.4 will be summarized in a Technical Memorandum.

Deliverable: Technical Memorandum 2 – Parking Systems Assessment (Draft + Final)

TASK 5 PARKING AND LAND USE ANALYSIS

Parking and land uses are not static. Spokane will grow and change over the coming six-year plan window. In order to be prepared for future growth, this plan will assess the parking system relative to defined growth scenarios. This task will allow the City and its downtown partners to estimate potential parking need, but in a way that maximizes the shared parking opportunities in downtown.

5.1 *Existing Land Use Database*

Using data provided by the City, Nelson\Nygaard will create a summary database of all land uses and their square footages within the study area using the most current land use data provided. It is assumed that the City will provide existing land use data in a excel database and/or GIS shapefile.

5.2 *Future Development Scenarios*

The team will work closely with City staff to identify and analyze new and expected downtown development. The budget assumes that the City will provide information related to the “development pipeline” of future, proposed, or ongoing development plans in such a way that Nelson\Nygaard can compile a database of future land uses by square footage. In addition, the City will provide all available assumptions about parking loss/additions.

Based on this information, the consultant team will collaborate with the City to develop two potential build-out scenarios (e.g., short- vs. long-term or “low growth” vs. “high growth”) by which to assess parking demand.

5.3 *Future Demand Analysis*

This work stems from data collection efforts in Tasks 2 and 3 and the development scenarios in Task 5.2, but takes the data one step further by relating it to surrounding land uses and to adjusted national standards in order to determine if parking supply is sufficient. This analysis will lead us to incorporate projections on future parking supply and demand based on changes in land use (i.e., potential development and build out of underutilized sites) in the study area. More specifically, this task will analyze:

- Expected parking demand based on downtown land uses relative to the Institute of Transportation Engineers and a local Spokane parking generation rate
- Observed parking demand relative to the Institute of Transportation Engineers and a local Spokane parking generation rate
- Shared use analysis (peaking by time of day)
- Ratio between parking spaces and built square footage, existing and future
- Potential impacts on parking demand from trip reduction strategies and multimodal investments
- Up to two model scenarios based on Task 5.2

Deliverable: Technical Memorandum 3 – Parking and Land Use Analysis (Draft + Final)

TASK 6 BEST PRACTICES AND PEER REVIEW

Based upon the issues and opportunities identified in Tasks 1-4, Nelson\Nygaard will conduct a best practices review of up to three (3) similar and/or “aspirational” downtowns to document what parking strategies have proven successful, emerging innovations in parking management, and how they can be applied to Spokane’s unique context. We will use our existing extensive research library to provide peer data on a variety of topics, including time limits, dynamic pricing strategies, unified technology platforms, enforcement approaches, public-private shared parking partnerships, ADA access, or other as needed.

Deliverables: Technical Memorandum 4 – Best Practices and Peer Review (Draft + Final)

TASK 7 STRATEGY DEVELOPMENT

Based on our findings in previous tasks, Nelson\Nygaard, in consultation with City staff and key stakeholders, will identify strategies that are most supportive of the ongoing vitality of downtown Spokane. Where strategies are already in place or currently underway, the approach will be to identify ways in which to improve existing practices.

All strategies will be developed and evaluated within the context of existing and ongoing planning efforts to ensure mutual compatibility over the six-year time frame, including: the Comprehensive Plan, Economic Development Strategy, Six-Year Capital Improvement Program, Unified Development Code, and Downtown Design Standards. Three basic areas of recommendations will be explored: management strategies, zoning code strategies, and multimodal and TDM strategies.

7.1 *Management Strategies*

A comprehensive set of strategies will seek to maximize the study area's current parking resources, balance the needs of all users, and emphasize cost-effective approaches. These strategies or suites of strategies will consider elements such as:

- **Pricing strategies**, including appropriate on- and off-street pricing, demand-based pricing and adjustment methodologies, long-term stay pricing, unbundling residential parking costs, parking cash out, leasing of private spaces, and graduated parking rates
- **Parking regulatory strategies**, including appropriate 6-year management boundary, parking time limits, loading zone regulations, reservation systems, permit/placard regulations, shared parking, residential permit programs, parking benefit districts, and policies on ADA parking
- **Optimization of existing supply and addition of supply**, through shared parking of private lots, reconfiguration of public lots, and on-street restriping (especially related to ADA compliance)
- **Future-proofing strategies**, allowing Spokane to flexibly respond to changing mobility trends, technology, and impacts to parking behavior. Key topics would include flexible curb space and loading for growing use of rideshare services, municipal budget impacts due to declining parking demand, and design policies to ensure that a 30-year parking investment is still relevant throughout its lifecycle.
- **New parking construction**, if determined to be needed and cost-effective
- **Enforcement policies**, including staffing needs, technology, routes, time of day and week policies, and violation fee structure
- **Advanced parking management technologies**, such as pricing via pay stations, electronic occupancy signs, cellphone-enabled occupancy, and payment information. DIXON will identify and analyze the feasibility of different parking management technologies and tools to maximize the utilization of both on- and off-street parking for downtown Spokane. Recommendations will include, but are not limited to, paid parking and technology solutions, wayfinding, permit programs, enforcement capabilities and operational practices. DIXON will provide an analysis of options and recommend improvements for implementation, including information on recent innovative technologies.
- **Communication and wayfinding strategies**, including district-wide communication and marketing strategy, and wayfinding
- **Operational and structural changes**, including administration and enforcement

7.2 *Zoning Code Strategies*

Any new or revised requirements will be clear and understandable, tailored to the specific land uses and market contexts of Spokane, while ensuring flexibility to respond to changing conditions over time. Potential areas of focus of the zoning code strategies include:

- Minimum and maximum parking requirements
- Mixed-use or shared parking requirements

- In-lieu parking fee strategies
- Development review standards
- Transportation demand management (TDM) requirements
- ADA and design standards
- Bicycle parking standards
- Residential permit programs
- Future-proofing parking via standards to better account for reduced demand due to shared mobility and AVs

7.3 *Multimodal and TDM Strategies*

Nelson\Nygaard is a true multimodal firm, unique in our ability to see how the larger transportation network and services impacts travel behavior and parking demand. We are leading experts in transit, bike, pedestrian, and demand management planning.

Nelson\Nygaard will develop a complementary set of multimodal and TDM recommendations, which will focus on helping to reduce parking demand, increase travel by transit, biking, and walking, and ensure that parking facilities can be easily accessed.

Examples include strategies to accommodate increasing demand for Uber and Lyft services, maximize transit access (especially in relation to the Central City Line), improved pedestrian comfort through lighting and streetscape enhancements, use of incentive-based programs to encourage employees not to drive, and implementation of sharing programs to maximize mobility and flexibility for those choosing not to drive.

Deliverable: Technical Memorandum 5 – Strategy Development (Draft + Final)

TASK 8 IMPLEMENTATION PLAN AND FINANCIAL ANALYSIS

8.1 *Financial Analysis*

Nelson\Nygaard will provide planning-level cost estimates to allow Spokane to effectively plan for implementation. Basic elements would include:

Cost Analysis

Nelson\Nygaard will develop a detailed cost breakdown of the preferred plan, including the following elements:

- Equipment/technology replacement cost and depreciation
- Third-party services and software licensing
- Operation and Maintenance
- Administration/Overhead
- Labor cost estimate (FTE)

Revenue Analysis

Nelson\Nygaard will develop a baseline 10-year revenue forecast from existing parking revenues and up to one additional revenue scenario based on the recommendations developed in the plan.

The scope and budget assume all background financial information related to the City's current parking operation will be provided by the City in order to make the most accurate estimates, including:

- Costs: overhead, debt financing, operations and maintenance, equipment (owned and leased), and software (owned and licensed)
- Revenues: user fees (monthly permits), parking citations, and other

Nelson\Nygaard requires a minimum of one year—but ideally up to three years—of the above cost and revenue data, to develop a robust baseline model, preferably in Excel or compatible format.

8.2 *Implementation Plan*

Nelson\Nygaard has demonstrated ability to move projects from the planning stage to on-the-ground implementation. To ensure that the project work is actually put to good use, the project team will develop a unique implementation program for Spokane. The program will be designed to identify key thresholds for action and specific steps for staff to take to move a recommendation forward. An easy reference matrix will be developed to document the implementation approach by strategy and by phase. Key elements of the implementation program will include:

- Phased program based on prioritization timeline, immediate, short-, and medium-term
- Cost estimates by strategy
- Potential funding strategies or financing approaches
- Use of pilot programs or trial projects

The implementation program will be included as part of the Draft and Final Plan (Task 9).

Deliverables: [Planning-level Cost Estimate \(Excel Table\)](#)
 [Technical Memorandum 6 – Financial Proforma Analysis](#)

TASK 9 DRAFT AND FINAL PLAN

Nelson\Nygaard will compile all data analysis and findings into a comprehensive Downtown Spokane Parking Plan. The Plan will document the project goals and objectives, study approach, data collection analysis and methodology, key data findings, and proposed strategies. The plan will be written in a concise and clear style that will incorporate appropriate visual graphics to ensure that it is an understandable document for staff, stakeholders, the public, and decision-makers.

9.1 *Draft Plan*

Nelson\Nygaard will submit a Draft Parking Plan for the project team's review.

9.2 *Final Plan*

The City's project manager will coordinate, compile, and consolidate comments from the project team into a single set of non-conflicting comments prior to transmitting the revisions to Nelson\Nygaard. Based on the single set of electronic comments from the City, we will revise and submit a Final Parking Plan.

Deliverable: [Draft + Final Downtown Spokane Parking Plan](#)

University District Work Plan

We will provide all interim work products in Word, PDF, GIS, and Excel formats. We will produce a single draft of all Technical Memoranda/Deliverables and will incorporate feedback into a final version of each Memoranda based on a single set of non-conflicting comments. All electronic files and GIS databases/shapefiles will be provided to the City.

TASK 1 PROJECT INITIATION AND PROJECT MANAGEMENT

1.1 *Kickoff Meeting*

Nelson\Nygaard will lead a kickoff meeting with the project team to confirm the project goals and refine the proposed work plan and schedule. The kickoff meeting will also be an opportunity to receive initial input on the available data and data collection methodology from City staff.

The kickoff meeting for the Downtown study will be coordinated with the University District kickoff meeting so that both meetings can be conducted on the same visit.

1.2 *Project Management*

Principal-in-Charge Terri O'Connor and Project Manager Phil Olmstead will provide oversight throughout the duration of the project. They will guarantee the City receives a quality product by assuring the project team adheres to the scope of work and is regularly informed of project status. They will also guarantee meeting materials and all deliverables are of the highest quality.

Nelson\Nygaard will also host bi-weekly conference calls with the project team to provide ongoing project updates, review project deliverables, and troubleshoot any project issues. Bi-weekly calls for the Downtown and University District studies will be coordinated to ensure project efficiencies.

Meetings: Kickoff Meeting
Bi-Weekly Conference Calls

Deliverables: Final Scope, Budget, and Schedule
Meeting Agendas and Notes

TASK 2 PUBLIC PARTICIPATION

Early and ongoing involvement from district stakeholders and the broader community will be essential to project success. With so many supportive, yet diverse user needs in the District, Nelson\Nygaard recognizes that data gathering and analysis will only reveal part of the parking story. Dialogue with key stakeholders will not only help to identify key data sets and appropriate data collection methods, but also provide a deeper understanding of the context for the current and future parking conditions. One-on-one and group conversations will establish a strong foundation for the study and guide its progress throughout.

Nelson\Nygaard is renowned for meeting facilitation. To the extent feasible, we will prioritize sessions that facilitate robust conversation. Interactive maps, activities, and presentations can help stimulate dialogue and reveal the key issues at hand.

Our scope and budget assume that the City will be responsible for all meeting scheduling, logistics, and refreshments.

2.1 *UDDA Board/City Meetings*

Nelson\Nygaard will lead a Skype meeting with the UDDA Board and/or City staff at the start of the project. The meeting will allow the consultant and project team to present the Board with an overview of the project goals, approach, work products, and schedule. More importantly, the meeting will provide a forum for information sharing and allow the consultant team to better understand the key parking issues and challenges. Finally, the meeting will include detailed discussions of available data, major data gaps, and approaches to data collection, analysis, and processing.

Nelson\Nygaard will also present to the UDDA Board and/or City Council via Skype at the conclusion of the project (same as Task #2.4). The presentation will include a summary of the project approach, methods, data analysis, and key findings.

2.2 *Stakeholder Interviews and Focus Groups*

Nelson\Nygaard will work with City staff and the UDDA Board to identify the appropriate project stakeholders. Although the details can be determined at the project start, the team proposes to hold a series of individual/small group interviews (up to six) and focus groups (up to two) to capture a representative cross-section of perspectives. Potential stakeholders include:

- City Council Members
- University partners - Community Colleges of Spokane, Eastern Washington University, Gonzaga University, University of Washington, Washington State University Health Sciences – Spokane, Whitworth University
- Property/business owners
- Employers and employees
- Students
- Developers
- Resident and neighborhood groups
- Other stakeholders, as appropriate

We propose to conduct this task at the start of the project to identify key data sets and gaps, as well as document existing issues and opportunities. Our scope and budget assume that the City will be responsible for stakeholder identification and securing participation. Our scope and budget assume that the interviews and focus groups will be coordinated with Task #1.1 so that meetings can occur during the same site visit. Nelson\Nygaard will summarize the stakeholder interviews and focus groups in a Technical Memorandum.

2.3 *Staff Meetings*

In addition to the kickoff meeting (Task #1.1) and final presentation (Task #2.4), the consultant team will meet with City staff twice at key milestones in the project. The meetings will summarize work to date, review project deliverables, and troubleshoot any project issues. Meetings will occur in-person or via Skype as feasible.

2.4 *Presentations*

Nelson\Nygaard will present the findings of the project at two meetings – one for City staff and one for the UDDA Board and/or City Council (via Skype). The presentations will include a summary of the project approach, methods, data analysis, and key findings.

Meetings:	UDDA Board Meetings (2, including final presentation; via Skype) Stakeholder Interviews (up to 6) Focus Groups (2) Staff Meetings (4, including kickoff meeting (Task #1.1) and final presentation) Presentations – City staff and UDDA Board (via Skype)
Deliverables:	Meeting Agendas, Presentation Materials, and Notes Technical Memorandum – Stakeholder Interviews and Focus Groups (Draft + Final)

TASK 3 DATA COLLECTION METHODOLOGY

A smart and well-crafted plan is essential for data collection. The most successful projects take the time to gather existing data sets, identify potential gaps, and develop a plan to gather the needed data. Proper planning ensures an accurate and cost-effective data collection approach, particularly by supporting consistent data collection efforts in the future. We propose the following to ensure a robust and accurate process.

The scope and budget assume a reduction in the size of the University District study area as proposed in the RFP – approximately five blocks west of Ruby Street and nine blocks north of Cataldo and east of Hamilton. The revised study area boundaries will be confirmed with the City prior to starting data collection.

3.1 *Gather and Assess Existing Data*

Nelson\Nygaard and IDAX will work with the City and key stakeholders to collect available parking and user data sets, including on- and off-street inventory, regulations and pricing, and ownership/management. We will also solicit data on any proposed changes to the parking supply throughout the district. In addition, we will solicit any available non-inventory data that would help illuminate how the system is being used, such as: population by user group, permit sales, mode split data, and available occupancy data.

Nelson\Nygaard has developed various techniques, such as simple online surveys, to help solicit and collect parking data from property owners and institutions. We can also facilitate data sharing via our secure, cloud-based file sharing software.

We will review the data for completeness and identify key gaps. Based on the availability and quality of existing data, we will revise the inventory methodology to ensure that all required information is collected.

3.2 *Develop Survey Methodology*

Nelson\Nygaard and IDAX will work with City staff to develop a survey methodology that will efficiently collect all requested data, as outlined in the RFP and identified in the tasks below. The survey methodology will:

1. Identify how each metric is being collected
2. Detail the procedure for measurement of each metric
3. Describe the database in which the metrics will be stored during the collection phase
4. Make adjustments to the study area, if any
5. Identify preferred dates and times for data collection

The survey methodology will be summarized in a Technical Memorandum.

3.3 *Prepare Data Collection Templates*

Following the approval of a survey methodology, IDAX will prepare data collection templates in collaboration with Nelson\Nygaard. Data collection templates will be reviewed by the City prior to data collection.

3.4 *Develop Parking Inventory Database and Schema*

Following the approval of the data collection templates, the project team will develop a parking data collection database schema that maximizes the data's compatibility with existing and future data. This includes the development of a parking inventory database that consistently identifies each on-street block face and off-street lot/garage. The database will also standardize all available data (i.e. regulations, pricing, ownership, etc.) provided to the team in a consistent format to synch up with new data collected and allow for consistent future collections.

Deliverables: Technical Memorandum – Survey Methodology (Draft + Final)
 Data Collection Templates
 Parking Inventory and Data Collection Database Schema

TASK 4 INVENTORY OF ON-STREET PARKING

IDAX will conduct an inventory of all paid and unpaid on-street parking spaces within the study area. The scope and budget assume a reduction in the size of the University District study area as proposed in the RFP – approximately five blocks west of Ruby Street and nine blocks north of Cataldo and east of Hamilton. The revised study area boundaries will be confirmed with the City prior to starting data collection.

IDAX will collect inventory data with field technicians using a mobile application called Kapturrit, in combination with Google Sheets. This tool allows for streamlined route design to minimize the number of surveyors needed. The tool also provides real-time data capture. As field technicians collect data, inventory information and spatial characteristic are uploaded to the database. Data quality can be monitored in real-time, and post-processing of data is extremely efficient. The following information will be collected for all on-street spaces:

- Number and location of space by block face
 - Passenger vehicle
 - Truck/commercial vehicle
 - Motorcycle
 - Bicycle
- Regulations and pricing by space, including:
 - Unrestricted
 - Metered
 - Time-restricted
 - Commercial/passenger loading
 - Disabled
 - Permits
 - Transit/police/special restriction
 - Park & Ride

- Other
- Location and type of regulatory signage by block face
- Technology systems, if any

For blockfaces where parking spaces are not clearly marked, we will estimate the number of legal parking spaces in one of three ways: 1) if a block face is full or nearly fully occupied by vehicles, we will count the number of legally parked vehicles; 2) measure the length of parking zone on the blockface via field survey or aerial image and divide by an assumed length for a parking spaces (typically 18-20 feet); or 3) use Google street view to estimate the number of spaces via parked vehicles.

Our schedule assumes that the data collection would occur approximately 2-3 weeks after contract approval. Our schedule assumes the inventory data collection (Task #4 and #5) will take approximately 2-3 weeks to complete and process. Our approach assumes we use a smaller number of our best technicians, as we find that this provide the most accurate data set.

All data will be cleaned, processed, and transferred to an Excel database and GIS shapefile for analysis and mapping in Task 6.

Deliverables: On-street Parking Data Collection Database and GIS Shapefiles

TASK 5 INVENTORY OF OFF-STREET PARKING

IDAX will conduct an inventory of public and private off-street lots and garages for which data is not currently available. The scope and budget assume a reduction in the size of the University District study area as proposed in the RFP – approximately five blocks west of Ruby Street and nine blocks north of Cataldo and east of Hamilton. The revised study area boundaries will be confirmed with the City prior to starting data collection.

As in Task #4, IDAX will collect inventory data with field technicians using Kapturrit, in combination with Google Sheets. The following information will be collected for all off-street spaces:

- Location/address and type of each facility
- Number of spaces by facility
 - Passenger vehicle
 - Truck/commercial vehicle
 - Motorcycle
 - Bicycle
- All regulations, restrictions, and pricing by space, by user, and by facility
- Access control and technology, if applicable

It is assumed the City will work with the consultant team to obtain permission/access to conduct inventory in all identified off-street lots and garages as needed. The consultant team will assist the City with outreach to private operators/owners as feasible.

Our schedule assumes that the data collection would occur approximately 2-3 weeks after contract approval. Our schedule assumes the inventory data collection (Task #4 and #5) will take approximately 2-3 weeks to complete and process. Our approach assumes we use a smaller number of our best technicians, as we find that this provide the most accurate data set.

All data will be cleaned, processed, and transferred to an Excel database and GIS shapefile for analysis and mapping in Task 6.

Deliverables: Off-street Parking Data Collection Database and GIS Shapefiles

TASK 6 INVENTORY ANALYSIS AND SUMMARY

6.1 *Analyze and Summarize Parking Inventory*

At the completion of Tasks #4 and #5, Nelson\Nygaard will analyze and summarize the data. Nelson\Nygaard has decades of experience turning parking data into simple yet informative visual summaries. With infographics, maps, tables, and charts, we can transform simple numbers into user-friendly information. Our analysis will produce the following outputs:

- Summary tables and charts of surveyed on- and off-street parking inventory identifying:
 - Number and proportion of stalls by type
 - Regulations and pricing
 - Ownership/management
- Summary maps of on- and off-street parking location, type, regulation, ownership, and pricing
- Summary tables and maps of future development projects and planned parking inventory changes
- Summary infographics that convey key findings to key audiences

6.2 *User Profile*

Based on available and collected data, Nelson\Nygaard will develop a user profile for the District's parking system and its various components. The inventory and regulatory information will identify how many spaces are available to each unique user group, such as student, faculty/staff, visitor, employee, resident, customer, and other as appropriate. Data provided in Task #3.1 regarding population by user group, mode split, and other parking information (i.e., permit sales) can also be used to supplement this task.

The user profile can be particularly helpful in identifying the current (in)efficiencies of the parking system as a shared and integrated resource, and set the stage for future phases of analysis and recommendations.

6.3 *Issues and Opportunities*

Based on a review of the data, Nelson\Nygaard will provide a brief summary of the key issues and opportunities. This summary will highlight areas for additional analysis and discussion during future phases of the parking work in the District. Key areas of focus will include:

- Parking management area boundaries
- Current and planned parking inventory
- Existing management and policy framework
- Potential impacts to/from other transportation investments, such as the City Center Line Transit Plan
- Future data needs and proposed approaches in future phases of work

Deliverables: Technical Memorandum – Inventory Analysis and Summary (Draft + Final)
Illustrator Map Layers and GIS Shapefiles

TASK 7 FINAL REPORT

Nelson\Nygaard will compile all data analysis and findings into a comprehensive University District Parking Inventory Report. The Plan will document the project goals and objectives, study approach, data collection analysis and methodology, and key data findings. The report will be written in a concise and clear style that will incorporate appropriate visual graphics to ensure that it is an understandable document for staff, stakeholders, the public, and decision-makers.

Nelson\Nygaard will submit a Draft Report for the project team's review. The City's project manager will coordinate, compile, and consolidate comments from the project team into a single set of non-conflicting comments prior to transmitting the revisions to Nelson\Nygaard. Based on the single set of electronic comments from the City, we will revise and submit a Final Report.

Deliverables: University District Parking Inventory Report (Draft + Final)

Briefing Paper Urban Experience

Division & Department:	Public Works, Engineering Services
Subject:	On Call Surveying Consultants
Date:	1-8-18
Author (email & phone):	Dan Buller (dbuller@spokanecity.org , 625-6391)
City Council Sponsor:	
Executive Sponsor:	Scott Simmons
Committee(s) Impacted:	Urban Experience
Type of Agenda item:	☒ Consent ☐ Discussion ☐ Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	
Strategic Initiative:	
Deadline:	
Outcome: (deliverables, delivery duties, milestones to meet)	Award to consultant
Background/History: Engineering Services has “on-call” agreements with various engineering firms for specialized engineering services (structural, geotech, surveying, etc.) associated with various city public works projects as needed. Those firms are selected on the basis of qualifications as required by RCW 39. These agreements generally last from 2-3 years after which time Engineering Services re-advertises a “request for qualifications”, a process that we just went through in November, 2017 for geotechnical engineers and surveyors.	
Executive Summary: • Seven firms submitted statements of qualifications in response to our request for qualifications • A review committee ranked the firms by qualifications as required by RCW 39 • Two firms were selected: Simpsons Engineers (of Spokane) and Coffman Engineers (of Spokane) • Simpson Engineers was ranked #1. Engineering Services proposes a \$150,000 contract with Simpson over two years with an optional 3rd year. This amount is based on a forecast of surveying needs over the next 2-3 years. • Coffman Engineers was ranked #2. Engineering Services proposes a \$100,000 contract with Coffman over two years with an optional 3rd year. This amount is based on a forecast of geotechnical needs over the next 2-3 years. • Costs incurred under the proposed contracts are paid as part of each public works project for which the consultant is used.	
Budget Impact: Approved in current year budget? ☒ Yes ☐ No Annual/Reoccurring expenditure? ☐ Yes ☒ No If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.)	
Operations Impact: Consistent with current operations/policy? ☒ Yes ☐ No Requires change in current operations/policy? ☐ Yes ☐ No Specify changes required: Known challenges/barriers:	

Briefing Paper

Public Infrastructure, Environment, and Sustainability

Division & Department:	Business and Neighborhood Services – Neighborhood Services, Code Enforcement and Parking Services
Subject:	U-District Parking Inventory
Date:	12-21-17
Author (email & phone):	Heather Trautman, htrautman@spokanecity.org , 625-6854
City Council Sponsor:	N/A
Executive Sponsor:	Jonathan Mallahan or Heather Trautman
Committee(s) Impacted:	Urban Development
Type of Agenda item:	X Consent ☐ Discussion ☐ Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	Shaping Spokane Policies: ED 1.1 Economic Development Programs Support and participate in regional economic development planning with the public and private sectors. ED 1.3 Economic Development Progress Work with regional jurisdictions, community economic development organizations, the educational community, the business sector, neighborhood organizations, and citizens to periodically review the city's economic vitality and revise plans as needed. ED 6.1 Infrastructure Projects Promote infrastructure projects that enhance the city's quality of life and business climate. ED 6.2 Public Investment in Designated Areas Use capital facility funds to promote economic vitality in those areas designated for economic development or mixed-use. TR GOAL B: PROVIDE TRANSPORTATION CHOICES Meet mobility needs by providing facilities for transportation options – including walking, bicycling, public transportation, private vehicles, and other choices. TR GOAL C: ACCOMMODATE ACCESS TO DAILY NEEDS AND PRIORITY DESTINATIONS Promote land use patterns and construct transportation facilities and other urban features that advance Spokane's quality of life. TR 18 Parking Develop and administer vehicle parking policies that appropriately manage the demand for parking based upon the urban context desired. ED 2.4 Mixed-Use Support mixed-use development that brings employment, shopping, and residential activities into shared locations that stimulate opportunities for economic activity.
Strategic Initiative:	Growth Targeted Areas- Invest in business centers and key neighborhoods for local and regional growth.
Deadline:	January 10, 2018 for Council Consent Agenda submission
Outcome: (deliverables, delivery duties, milestones to meet)	Contract for professional services to inventory on-street and off-street parking in the U-District and provided user profiles.
Background/History: Proposed contract award to Nelson Nygard for the University District Parking Inventory for \$82,620.00 as the lowest bid for RFP #4383-17.	

Executive Summary:

- *First of a two part analysis for the feasibility of creating a parking district in the University District area*
- *RFP Scope, area of study and consultant selection included participation by the UDDA (University District Development Authority)*
- *RFP #4383-17 issued for the Phase I Parking Inventory Study*
- *Two responsive bids – Walker Parking Consultants and Nelson Nygard. Nelson Nygard was lowest bidder and recommended by the RFP Committee for the contract award*
- *The Parking Inventory will be completed in six months and include: on-street and off-street inventory of parking; special parking zones, multi-modal spaces and services, current technology being utilized; public participation plan including focus groups, stakeholder interviews; user profile; and data will include GIS based mapping of facilities.*
- *MOU with UDDA will accompany the contract outlining participation in the elements of the inventory including obtaining the various universities parking information as well as providing recommendations on public outreach and coordination of the study with stakeholders.*

Budget Impact:

Approved in current year budget? ☐ Yes X No – Encumbered from 2017 Funds

Annual/Reoccurring expenditure? ☐ Yes X No

If new, specify funding source:

Other budget impacts: (revenue generating, match requirements, etc.)

Operations Impact:

Consistent with current operations/policy? X Yes ☐ No

Requires change in current operations/policy? ☐ Yes X No

Specify changes required:

Known challenges/barriers:

Briefing Paper

Urban Development Committee

Division & Department:	Integrated Capital Management
Subject:	Indian Trail Grind and Overlay
Date:	January 8 th , 2018
Author (email & phone):	Inga Note, inote@spokanecity.org x6331
City Council Sponsor:	TBD
Executive Sponsor:	TBD
Committee(s) Impacted:	PIES
Type of Agenda item:	☒ Consent ☐ Discussion ☐ Strategic Initiative
Alignment:	Comprehensive Plan, 6-year plan for grind and overlay project, Impact Fee project list for Indian Trail Widening
Strategic Initiative:	Improving Streets, Sustainable Practices, Safer Community
Deadline:	n/a
Outcome:	none

Background/History: The City has programmed a pavement maintenance project for 2018 to do a grind and overlay on Indian Trail Road from Kathleen Avenue to Barnes Road. As part of this project we would like to add some minor widening and restripe Indian Trail to provide two continuous southbound lanes from Barnes Road to Francis Ave (SR 291). The northbound direction would continue to neck-down from two lanes to one lane at Kathleen Avenue. This change is in response to the number of complaints staff has heard about morning congestion on Indian Trail Road.

Executive Summary:

This proposal would involve outreach with the North Indian Trail and Balboa/South Indian Trail Neighborhoods during the next couple of months. City staff is on the agenda for the January 9th meeting of North Indian Trail. The addition of the widening work would require a longer design time and would push the construction from 2018 to 2019. The funding for the widening would come out of Transportation Impact Fees for the Northwest District. The pavement section will not significantly deteriorate if we delay the work until 2019.

The widening and restriping will provide a near-term capacity improvement for the corridor. It should allow future development projects to move forward with less resistance from the neighborhood residents. The long term improvement to a 5-lane section will remain on the Transportation Impact Fee list as an eventual project.

Budget Impact:

Approved in current year budget? ☒ Yes ☐ No

Annual/Reoccurring expenditure? ☐ Yes ☒ No

If new, specify funding source:

Other budget impacts: (revenue generating, match requirements, etc.)

Operations Impact:

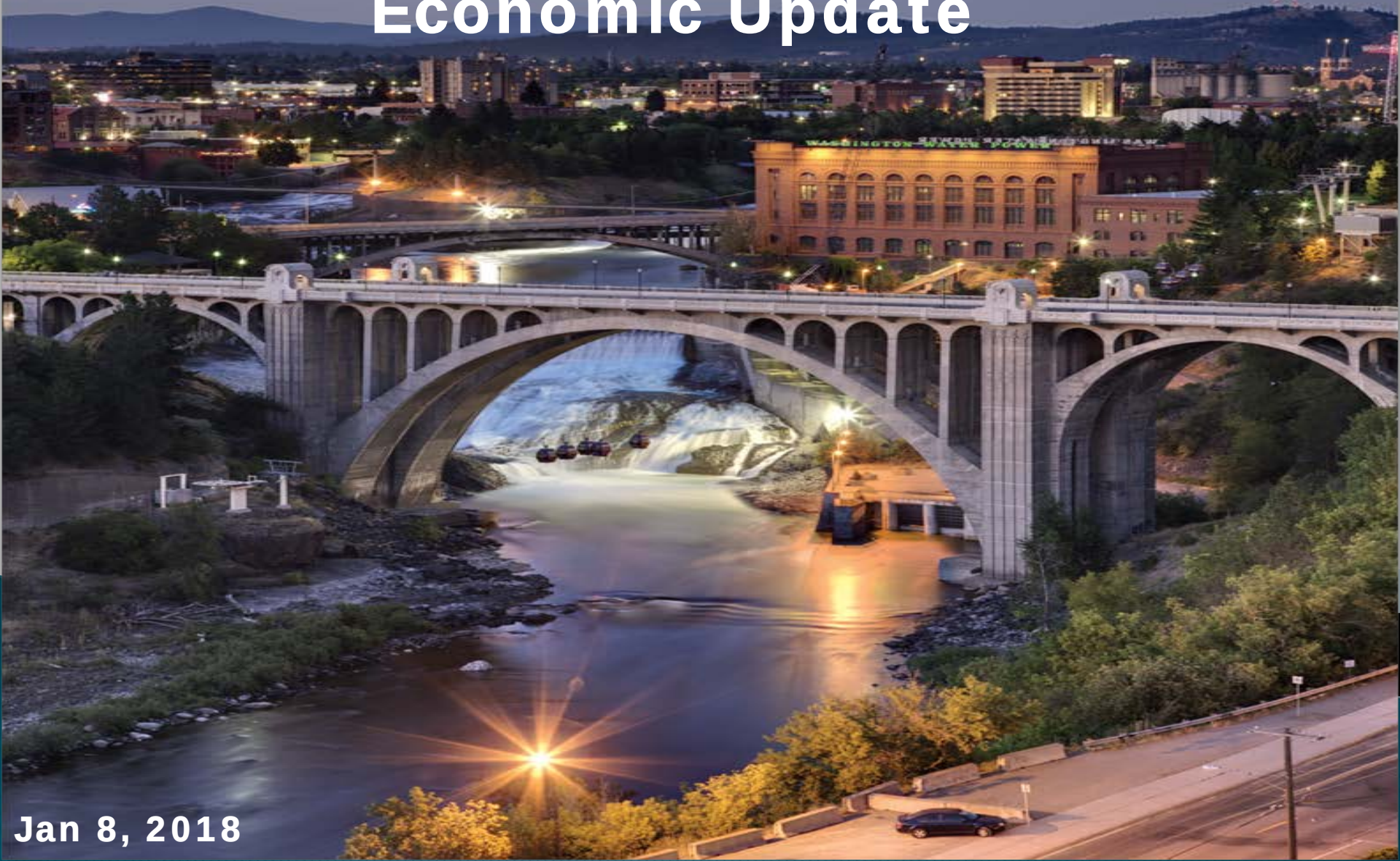
Consistent with current operations/policy? ☒ Yes ☐ No

Requires change in current operations/policy? ☐ Yes ☒ No

Specify changes required:

Known challenges/barriers: neighborhood concerns and involvement

City Council: Urban Experience Committee Economic Update

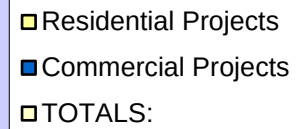
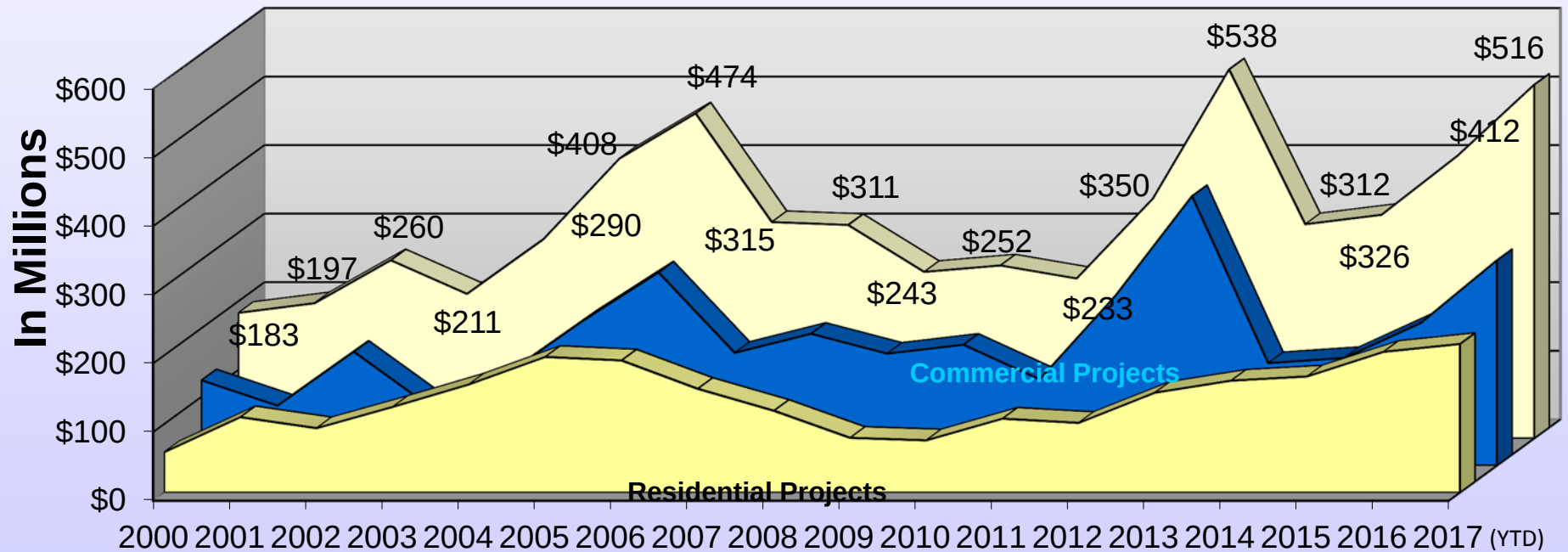


Jan 8, 2018

City of Spokane Permit Activity

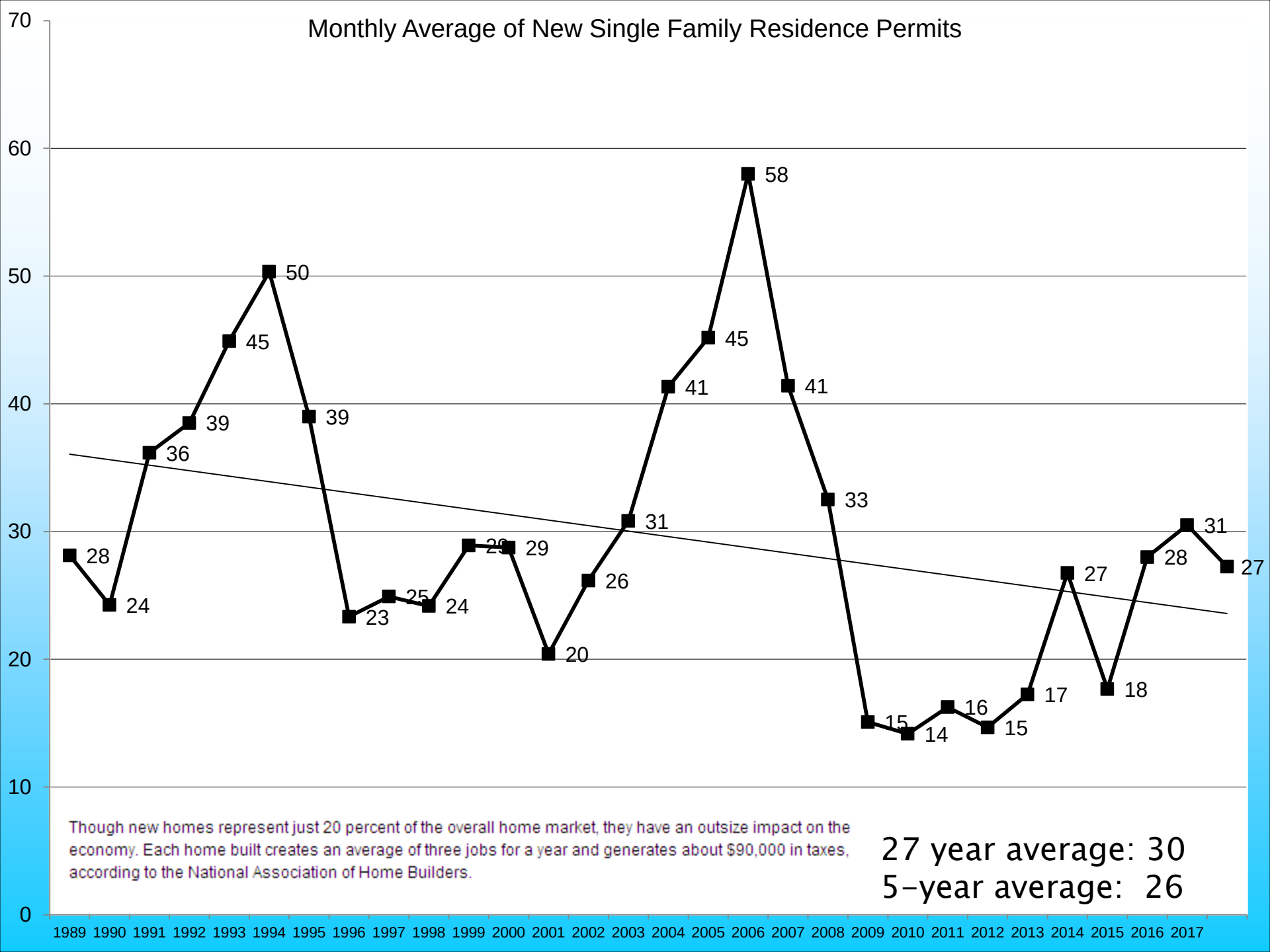
- ▶ **Total Permit Activity down 8% (vs. down 8% last month)**
 - 19,556 permits were issued in 2017 compared to 21,262 that were issued in 2016. Permit volume is up 14% over 2015.
- ▶ **New Single Family Residences down 11% (vs. down 10% last month)**
 - There were 327 SFR permits issued in 2017 and 366 permits issued in 2016. SFR permits are down 3% from 2015 when 336 permits were issued.
- ▶ **Construction Valuation up 24% (vs. up 20% last month)**
 - The valuation of permits issued in was \$515.6M, the valuation for permits issued in 2016 was \$412M. Valuations are up 58% from 2015.

Yearly Construction Valuations

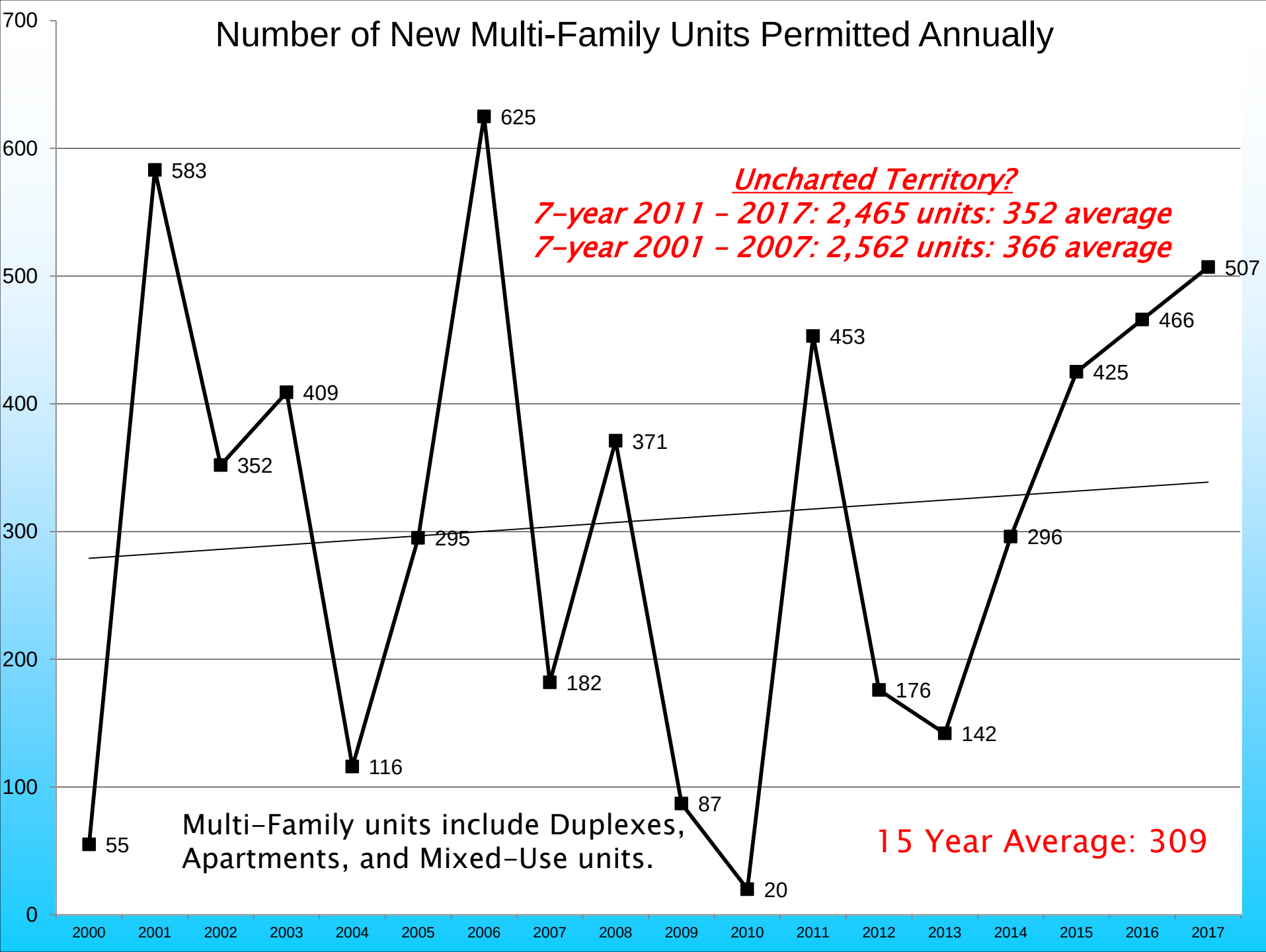


Construction Valuation Comparison of Publicly and Privately Funded Projects						
		Private	Public	Total	Public %	
In Millions of Dollars	2017	\$ 458	\$ 57	\$ 516	11%	
	2016	\$ 350	\$ 63	\$ 413	15%	
	2015	\$ 291	\$ 35	\$ 326	11%	
	2014	\$ 253	\$ 57	\$ 310	18%	
	2013	\$ 440	\$ 98	\$ 538	18%	
	2012	\$ 235	\$ 114	\$ 349	33%	
	2011	\$ 182	\$ 51	\$ 233	22%	
	2010	\$ 142	\$ 110	\$ 252	44%	
	2009	\$ 150	\$ 93	\$ 243	38%	
	2008	\$ 282	\$ 30	\$ 312	10%	
Averages:		\$ 278	\$ 71	\$ 349	20%	

Monthly Average of New Single Family Residence Permits



Number of New Multi-Family Units Permitted Annually



Construction Valuation Comparisons

	City	Valley	County	Total	City %

2017	\$ 515,642,426	\$ 273,460,000	\$ 309,626,794	\$ 1,098,729,220	47%

2016	\$ 412,764,824	\$ 262,450,000	\$ 272,716,073	\$ 947,930,897	44%

2015	\$ 325,863,780	\$ 98,180,000	\$ 256,109,833	\$ 680,153,613	48%

2014	\$ 312,104,458	\$ 111,876,535	\$ 225,905,141	\$ 649,886,134	48%

2013	\$ 534,607,011	\$ 173,820,000	\$ 317,800,000	\$ 1,026,227,011	52%

2012	\$ 349,474,428	\$ 111,594,294	\$ 221,030,312	\$ 682,099,034	51%

2011	\$ 233,012,833	\$ 65,378,378	\$ 245,839,900	\$ 544,231,111	43%

2010	\$ 252,003,323	\$ 86,463,600	\$ 186,776,741	\$ 525,243,664	48%

2009	\$ 242,594,589	105192518	\$ 178,725,029	\$ 526,512,136	46%

COMPARISON OF PROJECTS FROM 2017 & 2016

Largest Projects of 2017	Valuation		Valuation	Largest Projects of 2016
Myrtle Woldson Performing Arts Center	\$34,658,000	1	\$26,400,000	Salk School Replacement - Phase 2
UHS Behavioral Health	\$26,000,000	2	\$15,068,458	Highline Apartments
Copper River Apartments	\$27,397,406	3	\$13,282,949	Hampton Inn & Suites
Franklin Elementary TI & Addition	\$20,200,000	4	\$12,301,588	Palouse Trails Apartments
Macy's Shell	\$20,000,000	5	\$12,000,000	RPWRF NLT Project
Center for Athletic Achievement	\$18,000,000	6	\$11,499,999	North Central High School Addn
SFCC Gym Addition and Reno	\$13,200,000	7	\$8,100,000	GU Jesuit Residence Center
Riverview Lofts	\$11,783,348	8	\$8,000,000	St. Joseph's Care Center
Iron Bridge	\$11,751,170	9	\$5,167,307	Kendall Yards Elm Street Apts
Holy Names Haven	\$10,054,859	10	\$4,900,000	One South Madelia
	\$193,044,783		\$116,720,301	

COMPARISON OF PROJECTS ISSUED with PROJECTS IN PLAN REVIEW

Largest Projects of 2017	Valuation		Valuation	Largest Projects in Review
Myrtle Woldson Performing Arts Center	\$34,658,000	1	\$20,000,000	SCC Main Bldg - South Wing
UHS Behavioral Health	\$26,000,000	2	\$14,200,000	Shiloh Hills Elementary
Copper River Apartments	\$27,397,406	3	\$11,611,584	Avista Parking Garage
Franklin Elementary TI & Addition	\$20,200,000	4	\$6,500,000	Otis Hotel TI - Remodel Rooms
Macy's Shell	\$20,000,000	5	\$3,800,000	RFP - Howard Street Promenade
	\$128,255,406		\$56,111,584	

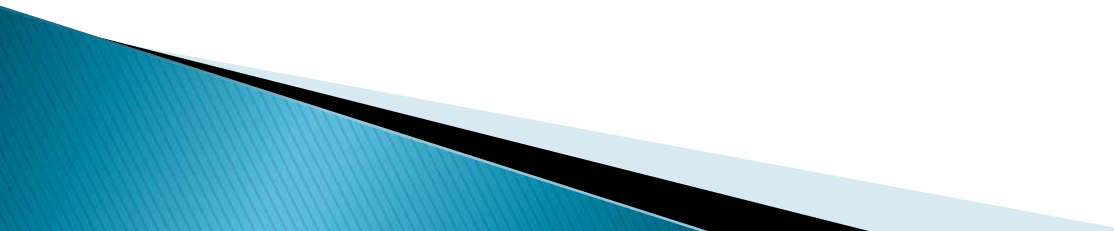
Proposed Projects:

The Falls	2020 Construction	\$60,000,000
Integrated Science & Engineering	Spring 2018	\$36,000,000
Touchmark Memory Care	Late 2018	\$15,000,000
Medical Professional Offices	Winter 2017	\$12,000,000
SIA Springhill	Spring 2019	\$10,000,000
6 th & Jefferson Condos	2018	\$6,300,000
1320 N. Ruby Student Housing	TBD	\$3,450,000
Cedar III Apartments	Fall 2017	\$3,000,000
Regal Commons – Phase II	Fall 2017	\$3,000,000
ESD 101 Conference Center	Winter 2018	\$2,500,000

Largest Projects Issued in 2017

- ▶ **Myrtle Woldson Performing Arts Center** – 211 E. Desmet – A new performing arts center with two floors, five levels, a 750 seat theater, and a rehearsal hall with 150 seats.
 - ▶ **UHS Behavioral Health** – 104 W. 5th Avenue – New 100 bed psychiatric hospital.
 - ▶ **Copper River Apartments** – 2911 Fort George Wright Dr. – New apartment project on Sisters of Holy Names property. 240 units in 10 buildings, a clubhouse, garages, carports, and associated buildings.
 - ▶ **Franklin Elementary Modernization and Addition** – 2627 E. 17th Avenue – Remodel of 1909 Building, Demolition of 1951 building addition and portable building. Construction of a 46,000 sf addition and expanded parking lot.
 - ▶ **Macy's Redevelopment Shell** – 608 W. Main – Core and shell to include building envelope and core structures surrounding stairs, elevators.
- 

Largest Projects Issued in 2017

- ▶ **Center for Athletic Achievement** – 702 E. Cataldo – New building construction and remodel of Martin Centre.
 - ▶ **SFCC Gymnasium Addition and Renovation** – 3410 W. Fort George Wright Dr. – Demolition of existing locker rooms/classrooms. Renovate existing competition gym and fitness center. Construct a new 2-story addition, approximately 24,000 sf.
 - ▶ **Riverview Lofts** – 1601 E. Mission – 80 Unit apartment project with 4 buildings, a clubhouse and garages.
 - ▶ **Iron Bridge IV Shell** – 731 N. Iron Bridge – Three story concrete tilt up with brick face.
 - ▶ **Holy Names Haven** – 1935 N. Holy Names Ct. – 76-units in 4 buildings with clubhouse, maintenance building, and associated site improvements.
- 

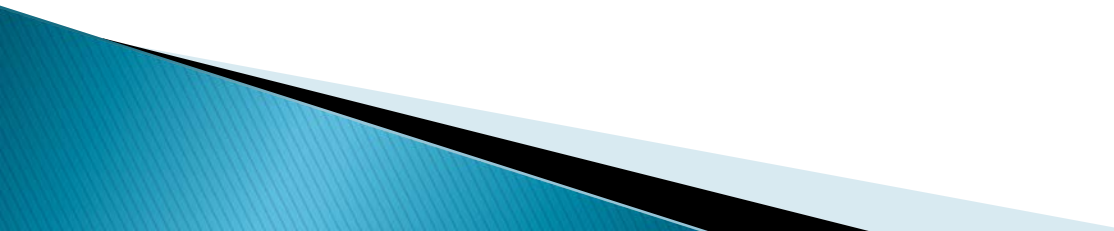
Largest Projects in Plan Review

- ▶ **SCC Main Building Renovation** – 1810 N. Greene St. – Partial renovation of the existing instructional spaces and a 6,000 sf addition.
- ▶ **Shiloh Hills Elementary School Addition and Modernization** – 505 E. Stonewall – 11,000 sf addition and modernization of existing elementary school including parking reconfiguration and site work
- ▶ **Avista Corporation Parking Garage – 1411 E. Mission Ave – New 500 stall parking garage (\$11.6M)**
- ▶ **Otis Hotel** – 110 S. Madison – Tenant improvement to remodel rooms, remove some walls to reduce the number of rooms from 41 to 29 per floor.
- ▶ **Riverfront Park – Howard Street Promenade – 507 N. Howard – Park improvements including civil, lighting and electrical, sidewalks, planting, and irrigation. (\$3.8m)**

Proposed Projects Descriptions

- ▶ **The Falls** – 829 W. Broadway – Mixed use building with retail, office, and residential (rent & condo). The scope of work is a structure with two 13 floor towers and a podium building over below grade parking.
- ▶ **Integrated Science and Engineering** – 502 E. Boone Ave – New mixed use university classroom and lab building with three levels.
- ▶ **Touchmark Memory Care** – 2929 S. Waterford Drive – New 12,000 sf resident/community use health and fitness center and a new two-story memory care building of approximately 63,000 sf. Site development is also included. (\$15m)
- ▶ **Medical Professional Offices** – 307 W. 4th Ave. – New medical office building with six floors and a parking garage with 3.5 floors and a basement.
- ▶ **SIA Springhill** – 9000 W. Airport Drive – New 4-story hotel and associated parking lot and site work. (\$10m)

Proposed Projects Descriptions

- ▶ **6th & Jefferson Condos** – 1128 W. 6th. – A new 36–42 unit condo building with 4 floors of residential over 2 floors of parking.
 - ▶ **1320 N. Ruby Student Housing** – 1320 N. Ruby – Five story multi-family/student housing, 20 units in one building over parking.
 - ▶ **Cedar III Apartments** – 6619 N. Cedar – 36–units in 3 buildings and associated site/drainage improvements.
 - ▶ **Regal Commons Phase II** – 5415 S. Regal – Phase 2 of the development includes 4 buildings including a grocery store, parking, and associated site improvement.
 - ▶ **ESD 101 Conference Center** – 4202 S. Regal Street – One story addition to an existing conference center building.
- 

LOCATION	Nov	Oct	Aug	July	June	May	April	March	Feb	Jan	Dec 16'	Nov	Oct
BENTON COUNTY	-15.6%	-12.8%	-3.5%	-7.9%	48.5%	7.2%	-2.0%	-4.2%	-16.4%	42.1%	18.9%	86.8%	17.4%
KENNEWICK	3.6%	8.0%	2.4%	-1.9%	0.2%	2.9%	-2.1%	-0.1%	-11.0%	-2.6%	-0.8%	4.4%	2.2%
CHELAN COUNTY	-23.5%	-14.8%	-13.6%	-3.1%	-18.4%	-23.9%	-30.5%	-36.3%	-21.1%	-17.8%	-14.1%	-1.3%	2.4%
WENATCHEE	13.9%	8.6%	2.9%	4.2%	12.4%	24.9%	14.3%	19.7%	10.7%	23.2%	9.0%	31.2%	3.2%
CLARK COUNTY	12.6%	6.9%	9.7%	7.7%	11.7%	17.3%	7.4%	6.4%	4.2%	8.0%	11.1%	7.3%	8.9%
VANCOUVER	19.2%	9.2%	3.9%	7.0%	5.4%	9.6%	7.6%	7.4%	2.1%	6.3%	4.1%	8.5%	0.2%
KING COUNTY	8.8%	7.4%	6.0%	4.4%	1.7%	-2.7%	-1.9%	3.0%	-0.5%	10.8%	-3.0%	2.3%	6.3%
BELLEVUE	7.1%	3.0%	5.9%	5.3%	3.6%	-3.4%	5.2%	13.7%	7.8%	5.8%	1.9%	-4.0%	2.3%
SEATTLE	9.7%	3.5%	4.8%	4.0%	4.8%	4.1%	1.5%	7.4%	5.5%	9.1%	3.7%	7.1%	5.9%
PIERCE COUNTY	12.3%	8.4%	10.1%	9.3%	9.9%	11.9%	4.1%	10.0%	1.7%	10.5%	7.8%	10.2%	4.5%
TACOMA	11.2%	8.5%	10.8%	10.2%	13.1%	5.9%	5.2%	7.7%	3.0%	20.0%	15.4%	14.6%	5.8%
SNOHOMISH COUNTY	8.1%	6.9%	5.1%	4.0%	6.0%	9.2%	3.5%	5.5%	5.1%	11.3%	5.3%	6.1%	2.1%
EVERETT	4.3%	5.2%	-0.1%	-4.2%	2.4%	2.4%	0.7%	-0.2%	-0.5%	3.0%	-1.3%	0.9%	-0.7%
SPOKANE - COUNTY	15.4%	10.3%	14.4%	16.6%	8.1%	12.0%	-0.2%	5.9%	-0.9%	2.6%	8.0%	9.2%	6.1%
SPOKANE - CITY	11.0%	7.4%	18.5%	10.3%	8.2%	10.2%	-1.9%	7.2%	-1.5%	8.2%	1.2%	7.8%	2.6%
SPOKANE VALLEY	7.1%	4.1%	7.1%	7.5%	8.9%	6.7%	-0.1%	5.9%	0.8%	4.0%	6.9%	15.5%	11.1%
WALLA WALLA COUNTY	11.7%	12.2%	49.6%	-10.6%	12.5%	71.2%	30.8%	5.4%	-15.4%	13.8%	23.1%	-6.1%	15.4%
WALLA WALLA	7.4%	1.1%	-2.3%	-1.9%	-6.1%	0.5%	-6.1%	-3.7%	4.1%	-7.0%	0.7%	1.1%	-1.2%
WHITMAN COUNTY	-2.4%	-7.3%	27.2%	6.4%	1.0%	11.2%	-3.0%	-3.2%	1.2%	6.4%	13.6%	-35.1%	22.1%
PULLMAN	-0.4%	5.9%	-4.7%	-2.2%	11.8%	5.5%	6.7%	20.1%	0.7%	34.3%	71.6%	36.8%	11.7%
YAKIMA COUNTY	3.4%	13.0%	4.6%	2.5%	1.6%	3.9%	-0.4%	2.7%	-12.7%	-7.9%	8.7%	14.8%	0.7%
YAKIMA	5.4%	3.8%	-1.7%	-1.8%	2.8%	7.7%	-8.3%	3.7%	-10.5%	-3.0%	0.2%	27.1%	2.6%
SUBTOTAL	8.9%	5.5%	6.4%	5.0%	6.0%	4.9%	1.5%	6.0%	5.7%	8.7%	4.0%	7.7%	4.8%
ALL OTHERS	6.5%	5.1%	4.4%	5.2%	6.2%	5.9%	1.1%	7.0%	4.2%	6.5%	2.3%	7.6%	7.5%
STATEWIDE	7.8%	5.3%	5.4%	5.1%	6.1%	5.4%	1.3%	6.5%	5.0%	7.7%	3.2%	7.7%	6.1%

General Fund – Revenues Through December 2017					
<u>Revenues//</u>	<u>Year-to-date</u>	<u>Budgeted YTD</u>	<u>Over / Under Budget</u>	<u>Variance Prior Month</u>	<u>Increase / (decrease)</u>
Sales Tax - General Fund Only	33,731,904	31,175,170	2,556,734	2,260,595	296,139
Admissions Tax	783,090	804,561	(21,472)	(22,694)	1,222
Private Utility Tax/Franchise Fees	25,629,043	25,198,407	430,636	492,175	(61,539)
Utility Tax - Water	7,614,192	7,647,868	(33,676)	(106,844)	73,167
Utility Tax - Sewer	15,597,419	16,292,898	(695,479)	(682,106)	(13,373)
Utility Tax - Solid Waste (Interfund)	8,273,071	8,182,716	90,355	48,797	41,558
Utility Tax – Stormwater	1,349,163	1,347,696	1,467	139	1,327
Utility Tax - IF Electric	379,746	375,964	3,781	(1,253)	5,034
Other Bus License/Permit Revenue	3,891,785	3,540,524	351,261	389,170	(37,909)
Interest Revenue	7,601,879	6,100,000	1,501,879	2,010,213	(508,333)
Traffic & Parking Violations	2,281,095	2,014,424	266,671	233,166	33,505
	-----	-----	-----	-----	-----
	107,132,386	102,680,229	4,452,157	4,621,358	(169,201)

Projection Through Year-end 2017

Gross Surplus / (Shortfall)			4,452,157
Incremental Variances to Year End:			
Sales Tax - General Fund Only			100,000
Utility Tax - Sewer / ICM			525,000
Other Bus License/Permit Revenue			
Traffic & Parking Violations			

Through Year-end 2017			5,027,157

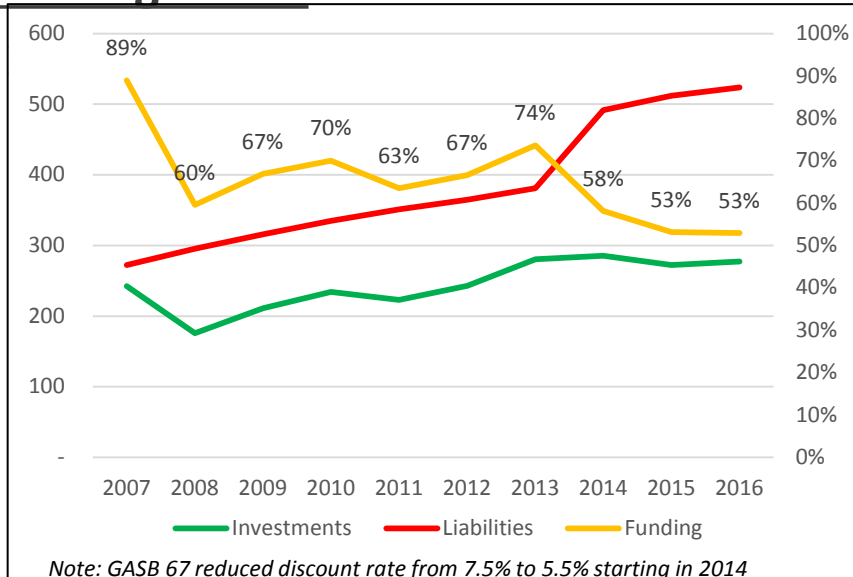
Year-end General Fund Balances

Reserves & Fund Balances	12/31/15	12/31/16	Goal / Actual (% of GF Exp)	Goal \$	Over/(Under) 12/31/16
<u>Reserves:</u>					
-Contingency	14,523,435	14,258,093	10% / 7.9%	18,146,670.8	(3,888,577.80)
-Revenue Stabilization	764,692	704,165	3.5% / .4%	6,351,334.8	(5,647,169.78)
Unassigned	19,967,263	19,049,125	N/A		
Non-spendable & Assigned	2,293,964	2,050,769	N/A		
Total	37,549,355	36,062,153	20% / 19.9%	36,293,341.6	(231,188.60)
'Checkbook Balance' (in 'Total' above)	5,090,781	6,189,324	VAR.	VAR.	VAR.

SERS Retirement Plan

Key Plan Metrics

Funding Status



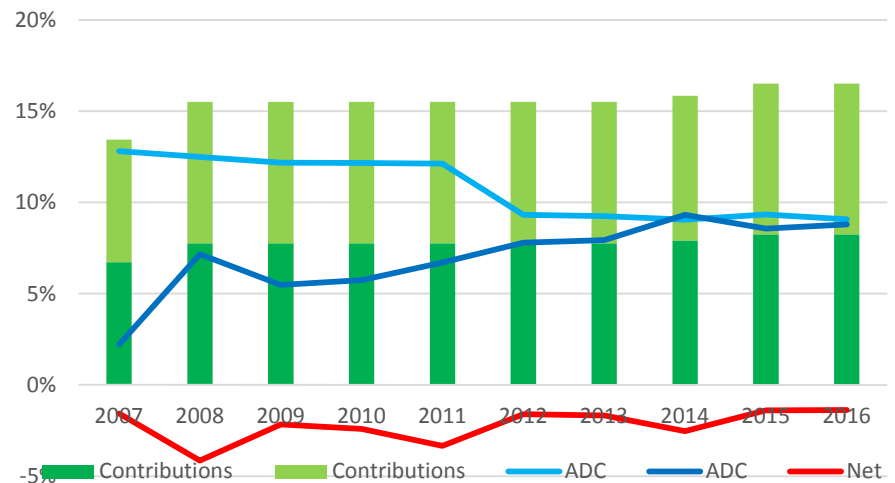
Plan Demographics

	Number			Dollars ('000s)		
	2016	2015	Change	2016	2015	Change
Active	1,460	1,424	2.5%	15,173	14,802	2.5%
Retired	1,342	1,300	3.2%	(25,738)	(23,959)	7.4%
Vested	109	97	12.4%	0	0	N/A
Total	2,911	2,821	3.2%	(10,565)	(9,157)	15.4%
Active Ratio	0.50	0.50		0.59	0.62	
Hurdle Rate				-3.8%	-3.4%	

Funding Status by Tier

	Members	Liability (\$Ms)	Liability/Member	Assets (\$Ms)	Funding
Retired/Vested	1,451	299,979	206,740	256,856	50.8%
Active 5/50	863	205,728	238,387		
Active Rule 75	337	16,118	47,829	18,372	114.0%
Active Rule 80	260	1,909	7,343	2,104	110.2%
Total	2,911	523,735	179,916	277,332	53.0%

Contribution History



Available off-street parking as of August 16, 2017: 176 available spaces for lease



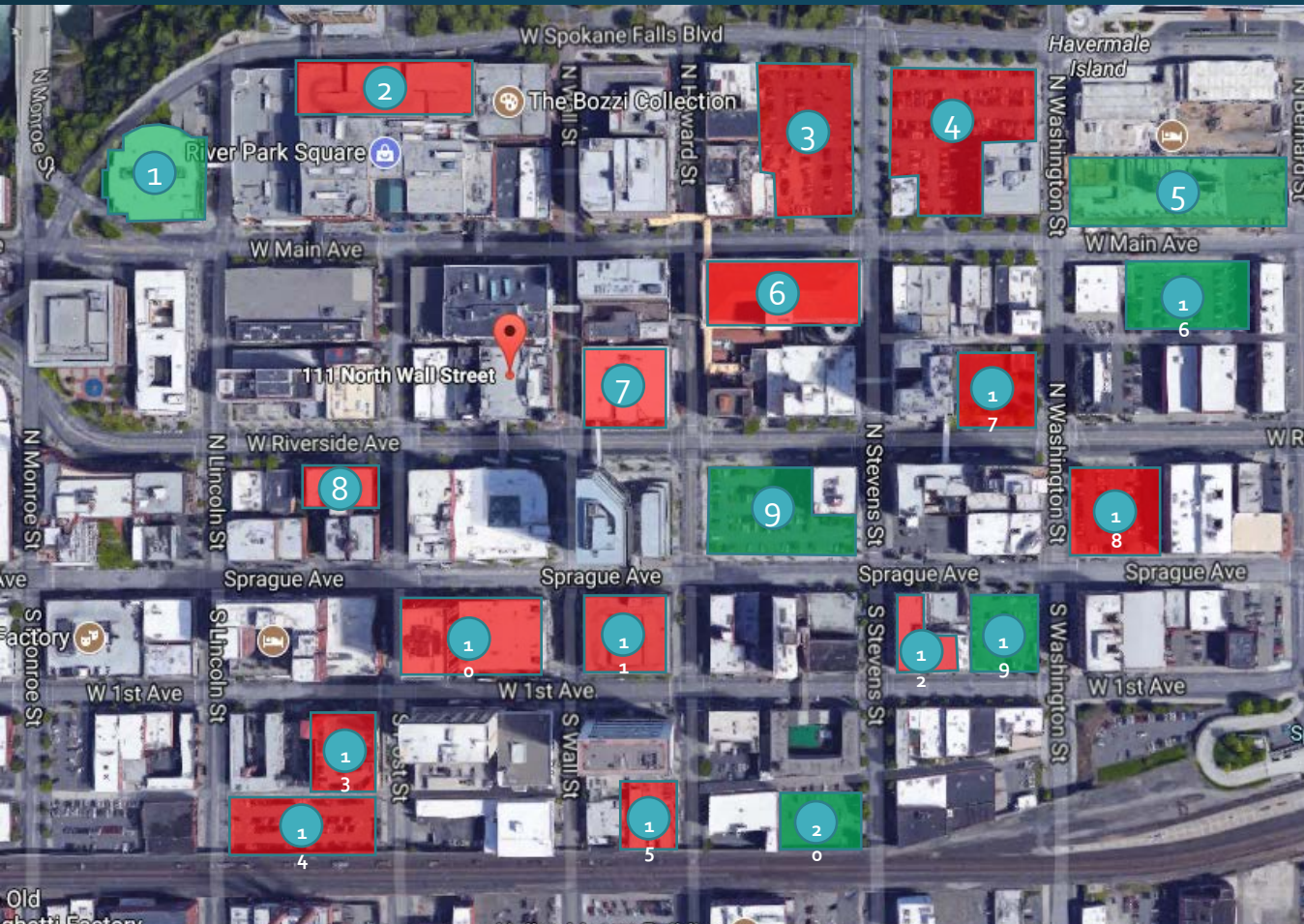
- Parking leases available

- Parking facility wait-listed/full/tenants only

	Facility Name	Rate/mo	Spaces Available
1	Library Garage	\$147	12
2	RPS Garage	\$175	Wait listed
3	Parkrite Lot	\$120	4
4	Liberty Building lot	\$120	5
5	Grand Hotel Garage	\$140*	75
6	Parkade	\$130	20
7	618 W Riverside Garage	\$175	Tenants only
8	SRBC Garage	\$125	Wait listed
9	Rookery Block lot	\$160	20
10	WTB Building Garage	\$129	Tenants only
11	Bank of America Building Garage	\$145	Tenants only
12	City Ramp	\$120	Full
13	Davenport Hotel Garage	\$140	Wait listed
14	Steam Plant lot	\$151	40
15	Wells-Fargo Building Garage	TBD	Tenants only

* Groups of 20 or more can be negotiated for lower rate.

Available off-street parking as of January 5, 2018: 211 available spaces for lease



■ - Parking leases available
 ■ - Parking facility wait-listed/full/tenants only

	Facility Name	Rate/month	Spaces Available
1	Library Garage	\$187	5
2	RPS Garage	\$175	Wait listed
3	Parkrite Lot	\$134	Wait listed
4	Liberty Building lot	\$135	Wait listed
5	Grand Hotel Garage	\$140*	150
6	Parkade	\$150	Wait listed
7	618 W Riverside Garage	\$175	Tenants only
8	SRBC Garage	\$125	Wait listed
9	Rookery Block lot	\$170	20
10	WTB Bldg. Garage	\$129	Tenants only
11	Bank of America Bldg Garage	\$145	Tenants only
12	City Ramp	\$120	Full
13	Davenport Hotel Garage	\$140	Wait listed
14	Steam Plant lot	\$140	Wait listed
15	Wells-Fargo Building Garage	\$150	Tenants only
16	Main Ave lot	\$134	10
17	US Bank bldg. lot	-	Daily parking
18	Dania furniture lot	\$177	Full
19	Hutton bldg. lot	\$163	8
20	Stevens lot	\$100	18

* Groups of 20 or more can be negotiated for lower rate.

How have other regional cities addressed downtown parking deficits?



Missoula Parking Commission (MPC)



City of Coeur d'Alene



Central City Development Corporation (CCDC), Boise

MPC: Operates 3 garages, 3 parking lots, and on-street parking,

CCDC: Operates 7 garages

City of CdA: Operates 1 garage with 1 in development

- Leases available
- Like a utility, they were built to foster economic development, rather than profitability
- Funded from tax increment finance
- Facilitate POV access to downtown core

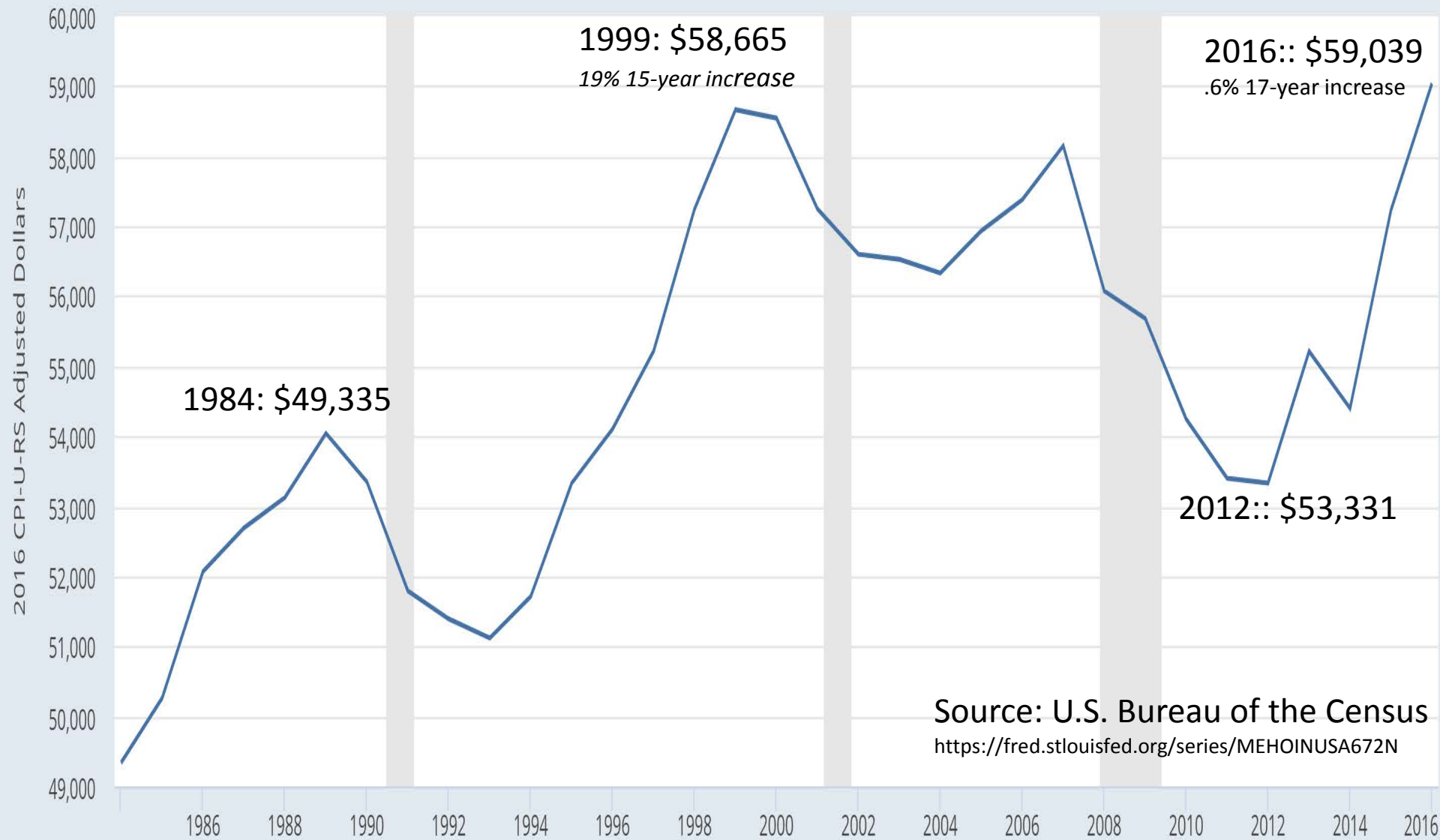
Umpqua – PDX Pine St. Market Concept Diagonal Parking



Mystery #1: Wages Stagnant

Real Median U.S. Household Income

2016 CPI-U-RS Adjusted Dollars



Mystery #2: Who killed inflation?

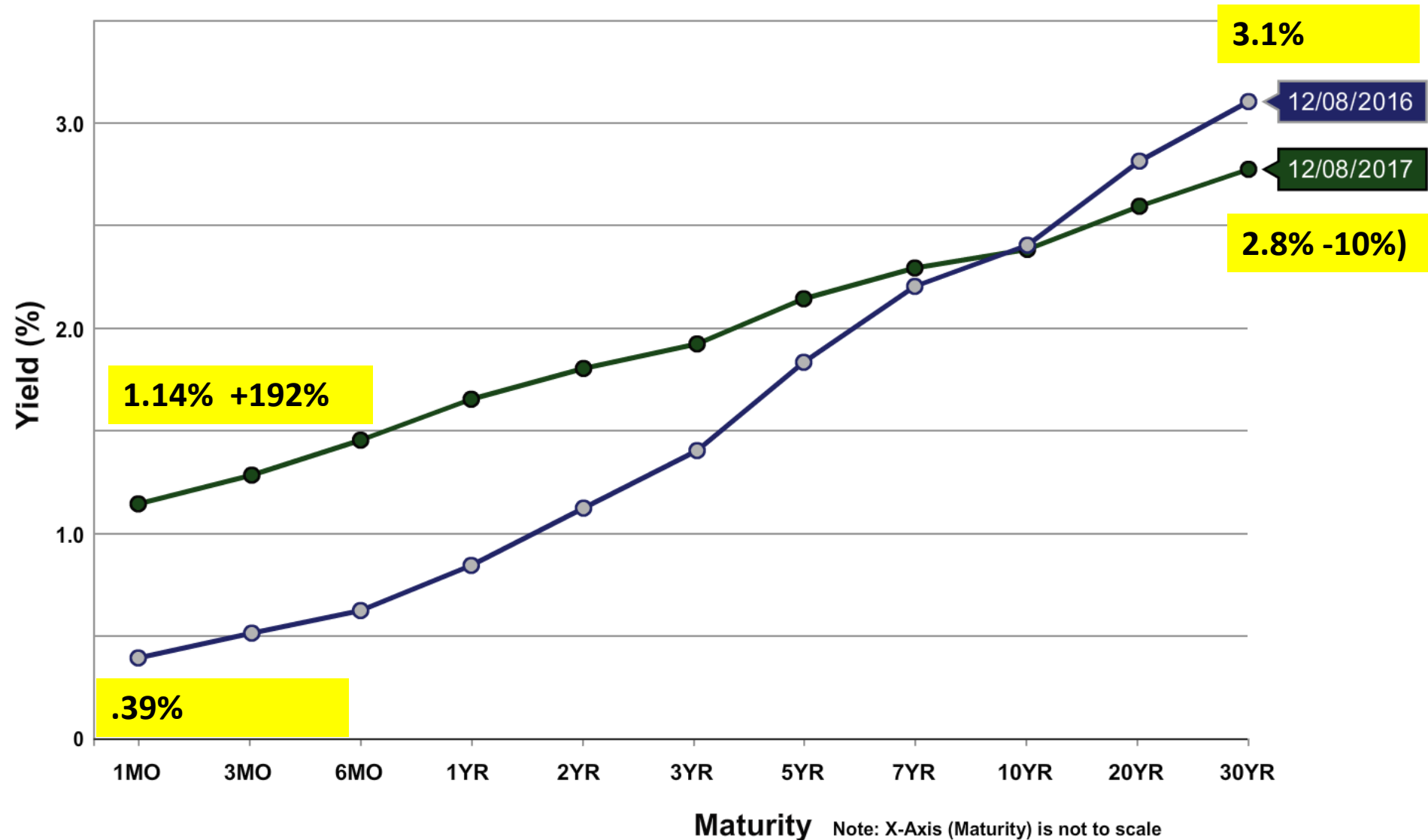
“It's the most puzzling problem in the U.S. economy today. Even Federal Reserve leaders are scratching their heads.”

--- CNNMoney 10/19/17

<http://sharepoint.spokanecity.org/sites/performanceasures/SitePages/Yield%20Curves.aspx>

Mystery #3 – The Yield Curve

Inverted on the Horizon?



Annual CPI vs. City Sales Tax Growth

12.0%

10.0%

8.0%

6.0%

4.0%

2.0%

0.0%

-2.0%

-4.0%

-6.0%

Sales Tax → Strong
Revenue Growth

CPI → Drives Wage
Growth

	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016*
Sales Tax	2.7%	1.4%	5.8%	5.1%	-0.2%	-1.2%	2.0%	3.6%	5.9%	10.0%	4.6%	-2.9%	-5.1%	-0.4%	-0.2%	5.3%	5.1%	7.2%	3.7%	5.2%
CPI	2.3%	1.6%	2.2%	3.4%	2.8%	1.6%	2.3%	2.7%	3.4%	3.2%	2.9%	3.8%	-0.4%	1.6%	3.2%	2.1%	1.5%	1.6%	0.1%	1.1%

Implications for Return of Structural Gap?

“At any point in time, we are only a bad decision or two away from seeing the return of the Structural Gap”

-- Some unnamed pessimist

Strategic Plan: Community Investment Plan Funding

One-time Revenues Review & Discussion



One Vision. One Plan.
One Voice.
Safer. Smarter. Healthier.

Spokane is a safe, diverse, resilient, sustainable, and growing city known for its natural beauty, economic prosperity, and exceptional quality of life for all.



Joint Administration-Council 6-Year Strategic Plan

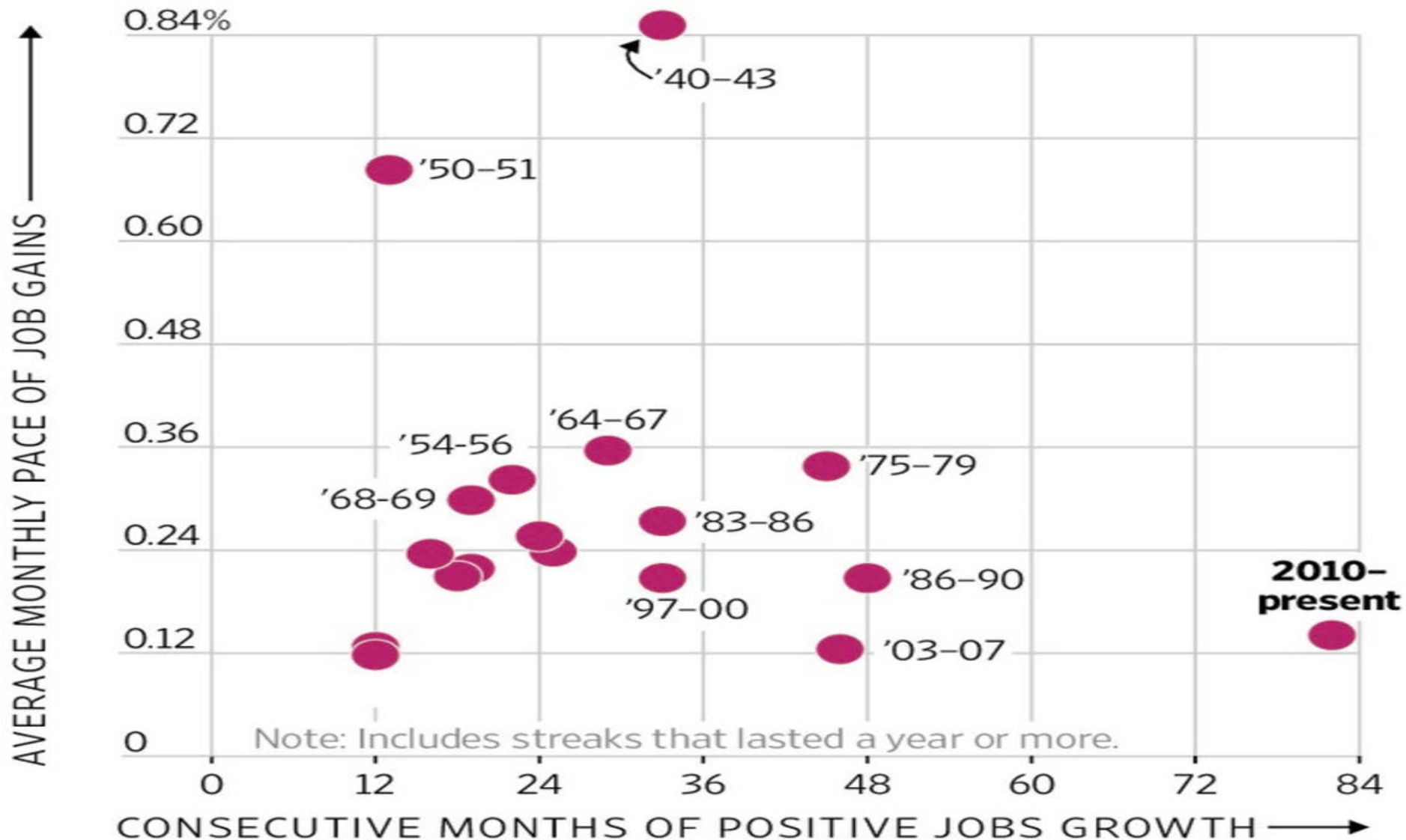


\$\$ How we got here



Longest Economic Recovery on Record

Jobs added for 84 consecutive months



The City has adhered to its Budget Principles

Budget Principles

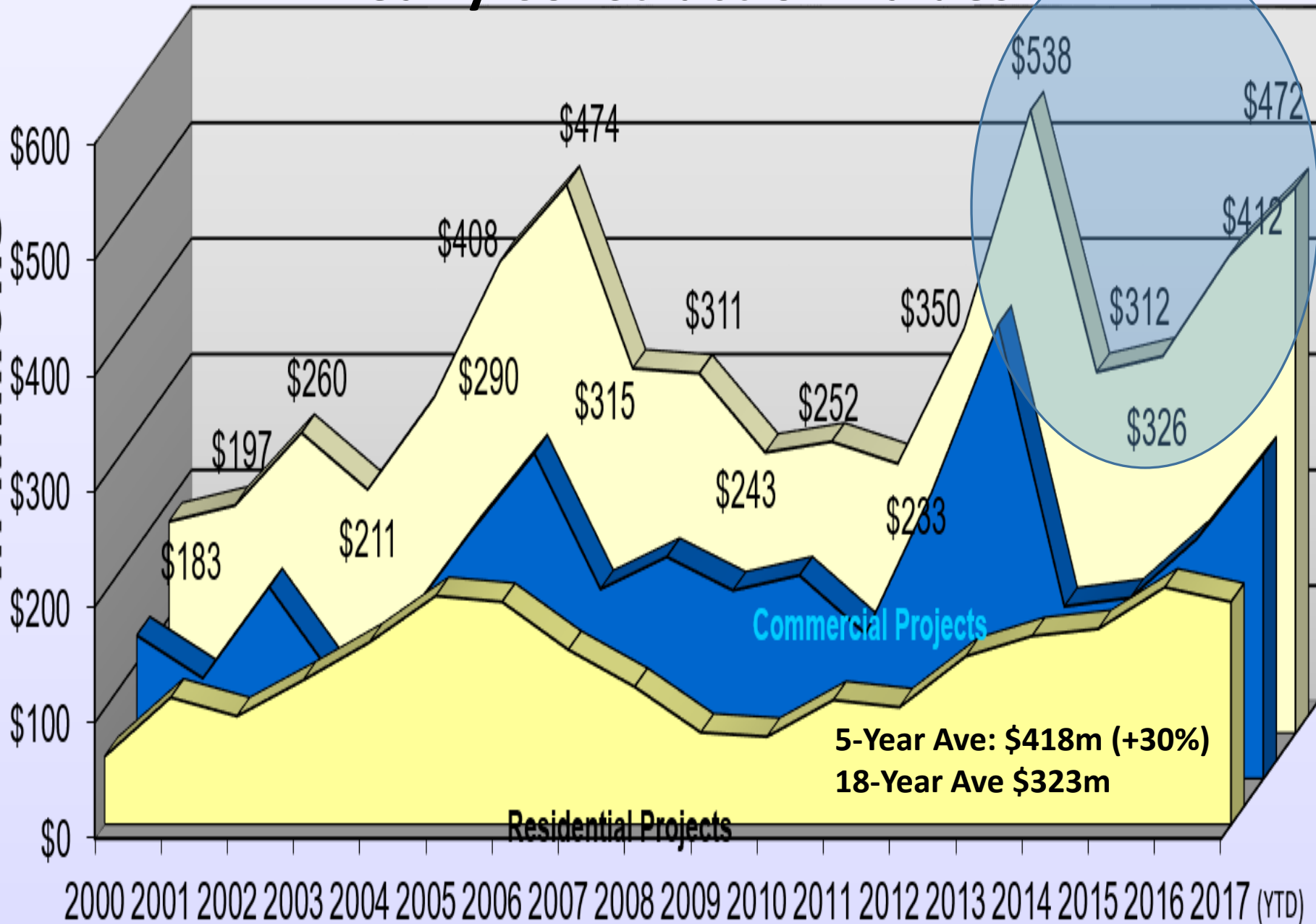
1. *Match current-year expenditures and revenues*
2. *Don't pay for ongoing expenses with one-time money*
 - *One-time \$ includes revenues above long-term averages*
 - *One-time \$ should be used for long-term investments*
3. *Maintain prudent budget reserves*
 - *Contingency Reserve Account: 10% Current*
 - *Revenue Stabilization Account: Pending*
4. *Maintain strict controls on hiring and spending*
5. *Fund the highest priority City services first – Priorities of Government*
6. *Six-year forecast and comprehensive capital planning model are foundation for all budget discussions*

*\$\$ Strong Economy =
Robust Activity =
Strong Revenue Growth*

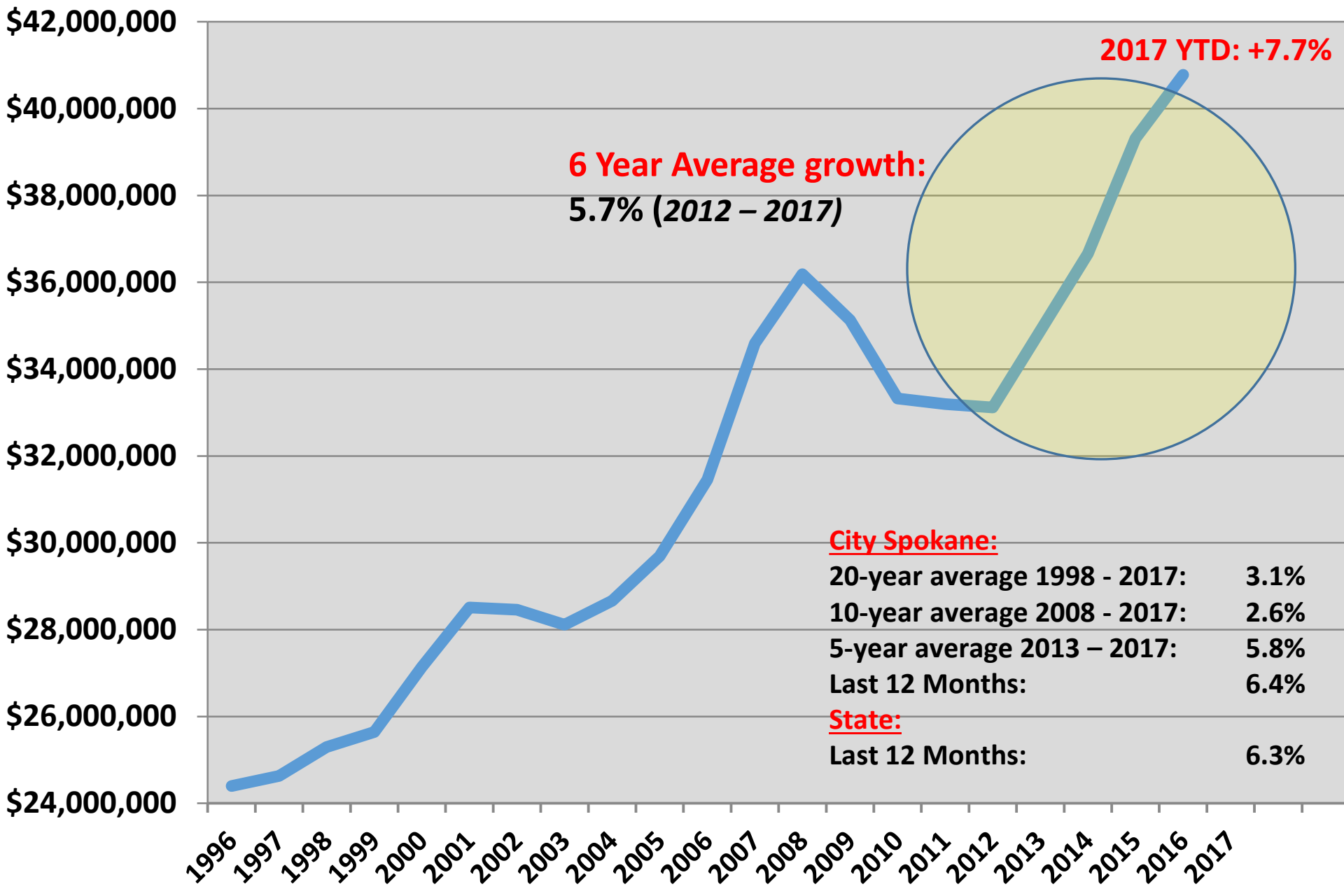


Yearly Construction Values

In Millions



Sales Tax History: Year-Over-Year Collections



General Fund – Revenues Through October 2017					
<u>Revenues//</u>	<u>Year-to-date</u>	<u>Budgeted YTD</u>	<u>Over / Under Budget</u>	<u>Variance Prior Month</u>	<u>Increase / (decrease)</u>
Sales Tax - General Fund Only	26,964,252	24,943,128	2,021,124	1,356,183	664,941
Admissions Tax	665,939	656,219	9,721	(27,857)	37,578
Private Utility Tax/Franchise Fees	21,376,774	20,912,070	464,704	512,786	(48,082)
Utility Tax - Water	5,994,556	6,100,065	(105,510)	(202,426)	96,916
Utility Tax - Sewer	12,635,524	13,019,906	(384,382)	(285,955)	(98,427)
Utility Tax - Solid Waste (Interfund)	6,658,265	6,656,998	1,267	11,732	(10,465)
Utility Tax – Stormwater	1,102,084	1,107,411	(5,327)	1,020	(6,347)
Utility Tax - IF Electric	299,328	306,470	(7,142)	(10,932)	3,791
Other Bus License/Permit Revenue	3,228,678	2,845,608	383,070	363,815	19,256
Interest Revenue	6,651,312	5,083,333	1,567,979	1,574,850	(6,871)
Traffic & Parking Violations	1,951,083	1,744,682	206,400	162,474	43,926
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	87,527,794	83,375,890	4,151,904	3,455,689	696,215

General Fund Projection

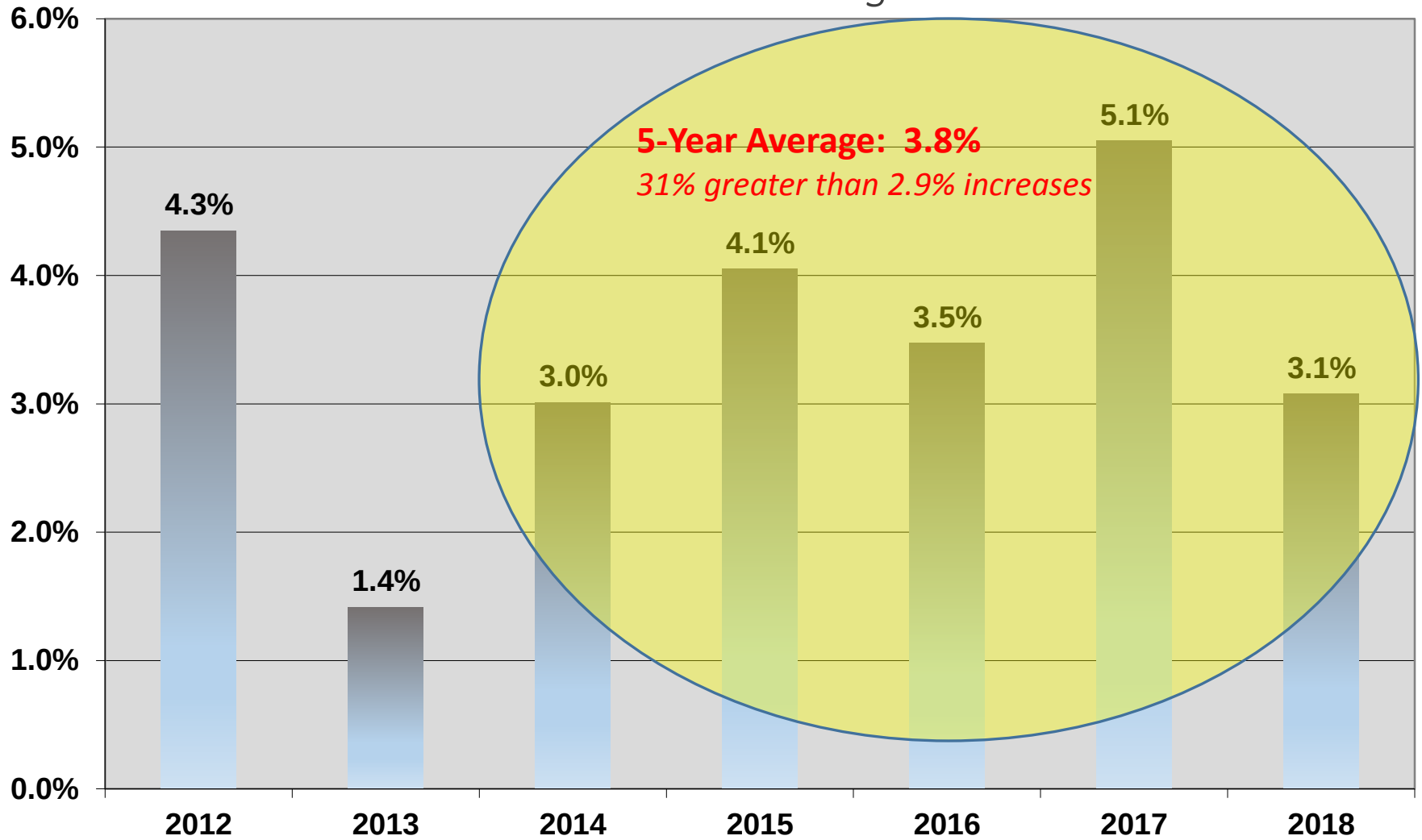
Through Year-end 2017

Gross Surplus / (Shortfall)			4,191,504
Incremental Variances to Year End:			
Sales Tax - General Fund Only			300,000
Utility Tax - Sewer / ICM			75,000
Other Bus License/Permit Revenue			75,000
Traffic & Parking Violations			50,000

Through Year-end 2017			4,651,904

Utility Tax Revenue – City Utilities

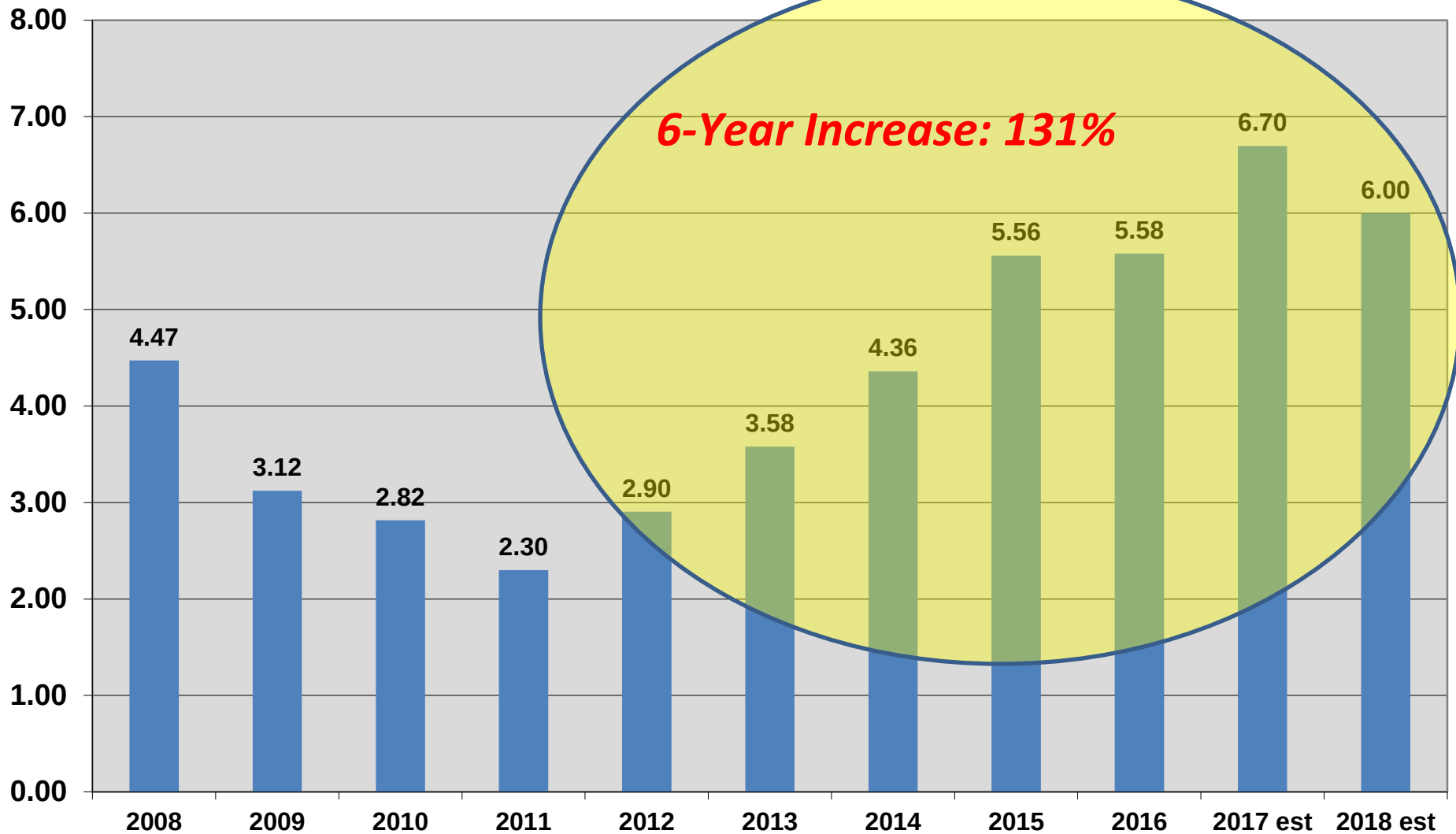
Year over Year % Change



2017 & 2018 are estimated amounts

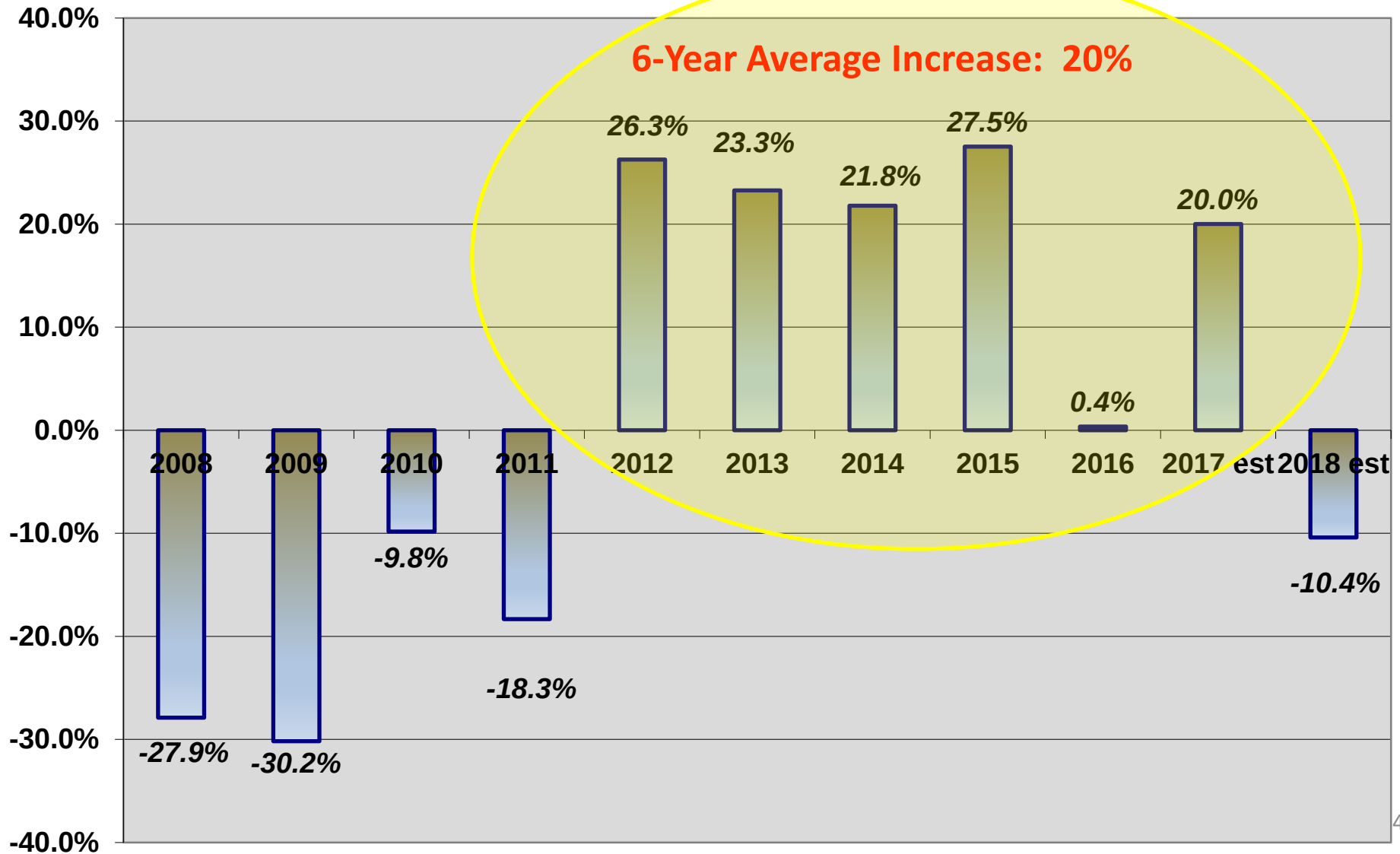
Real Estate Excise Tax Revenue

(in millions)



Real Estate Excise Tax

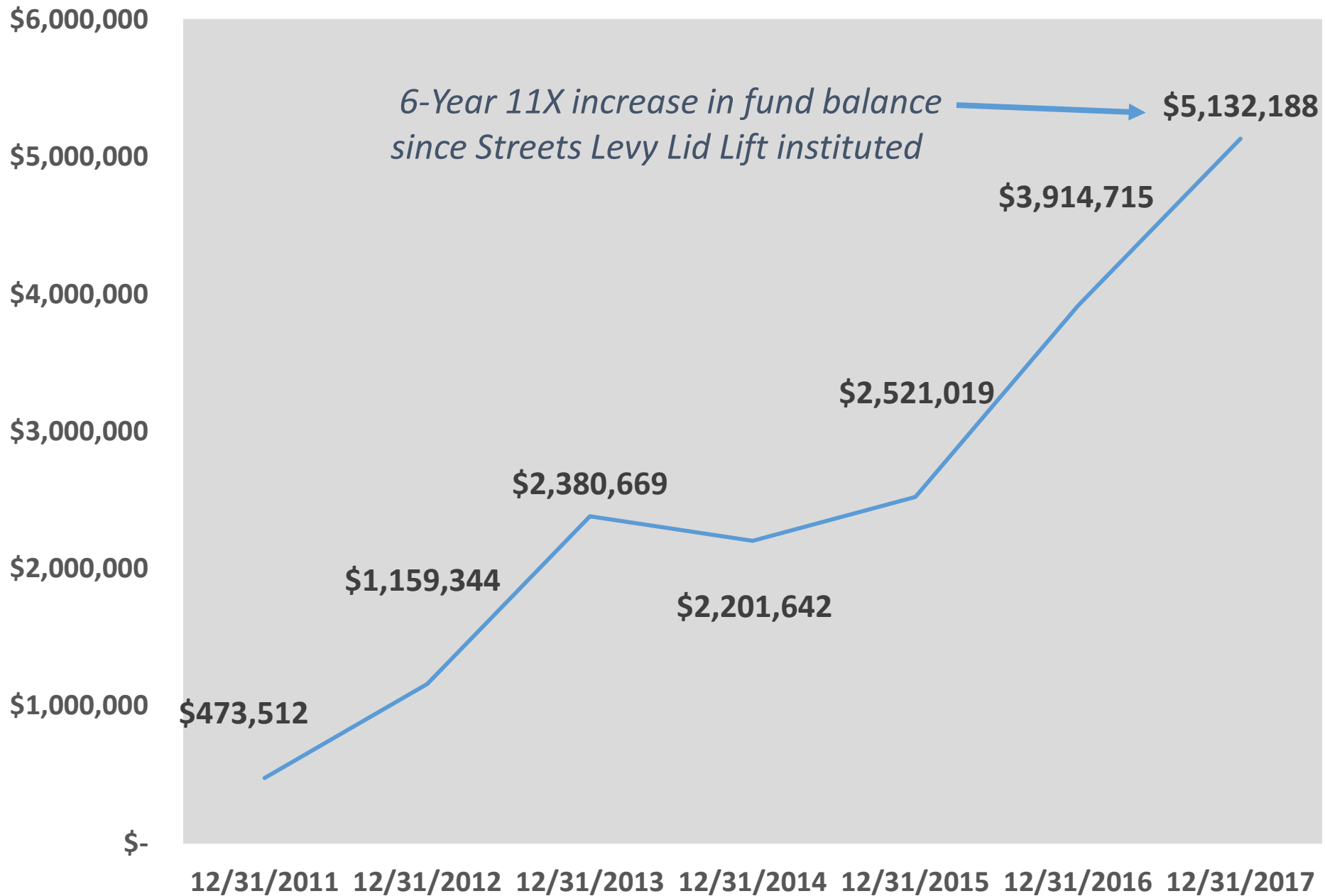
Annual Percent Changes



*\$\$ Where does that leave us
with Fund Balances &
Reserves?*



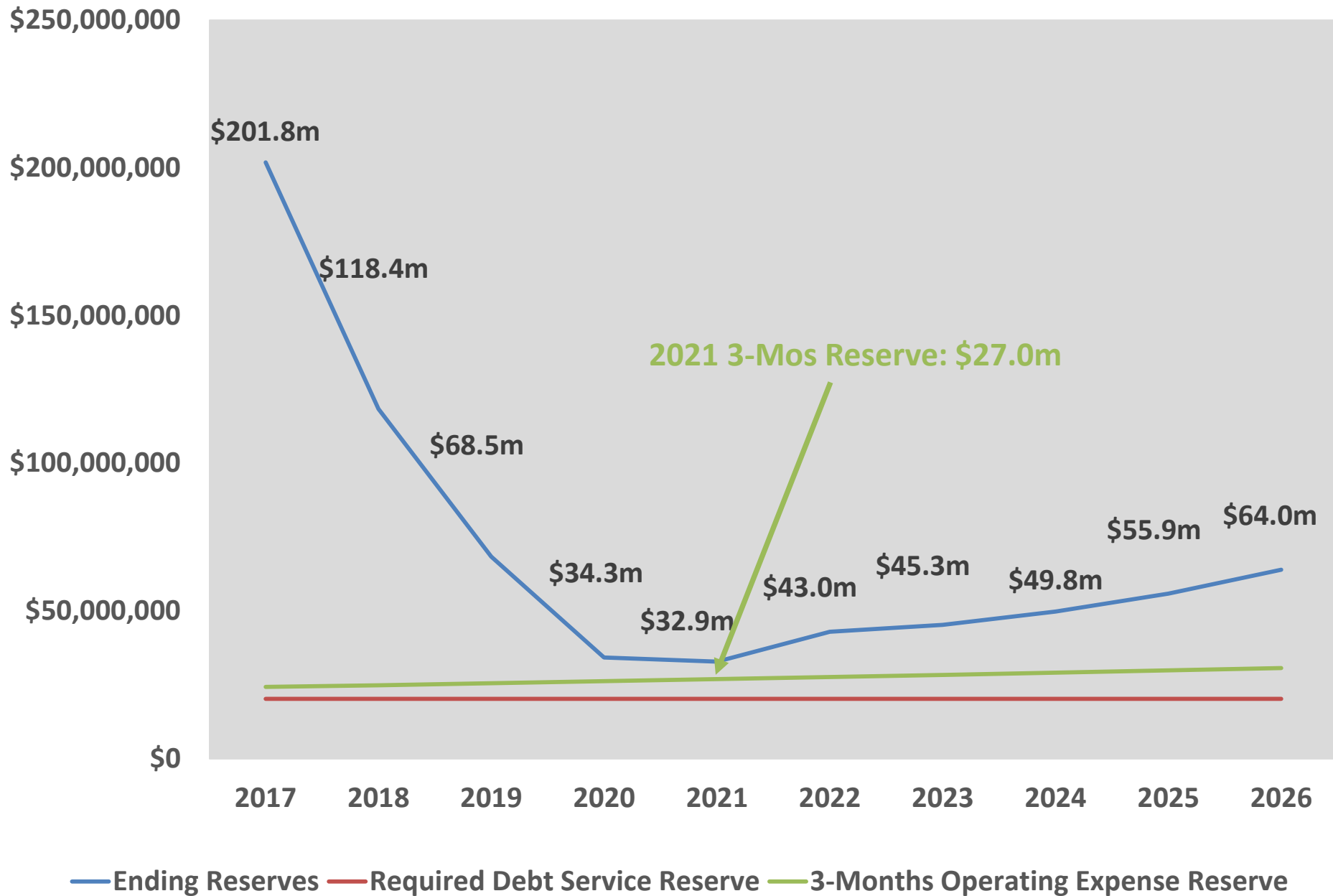
Developer Services Fund



Year-end General Fund Balances

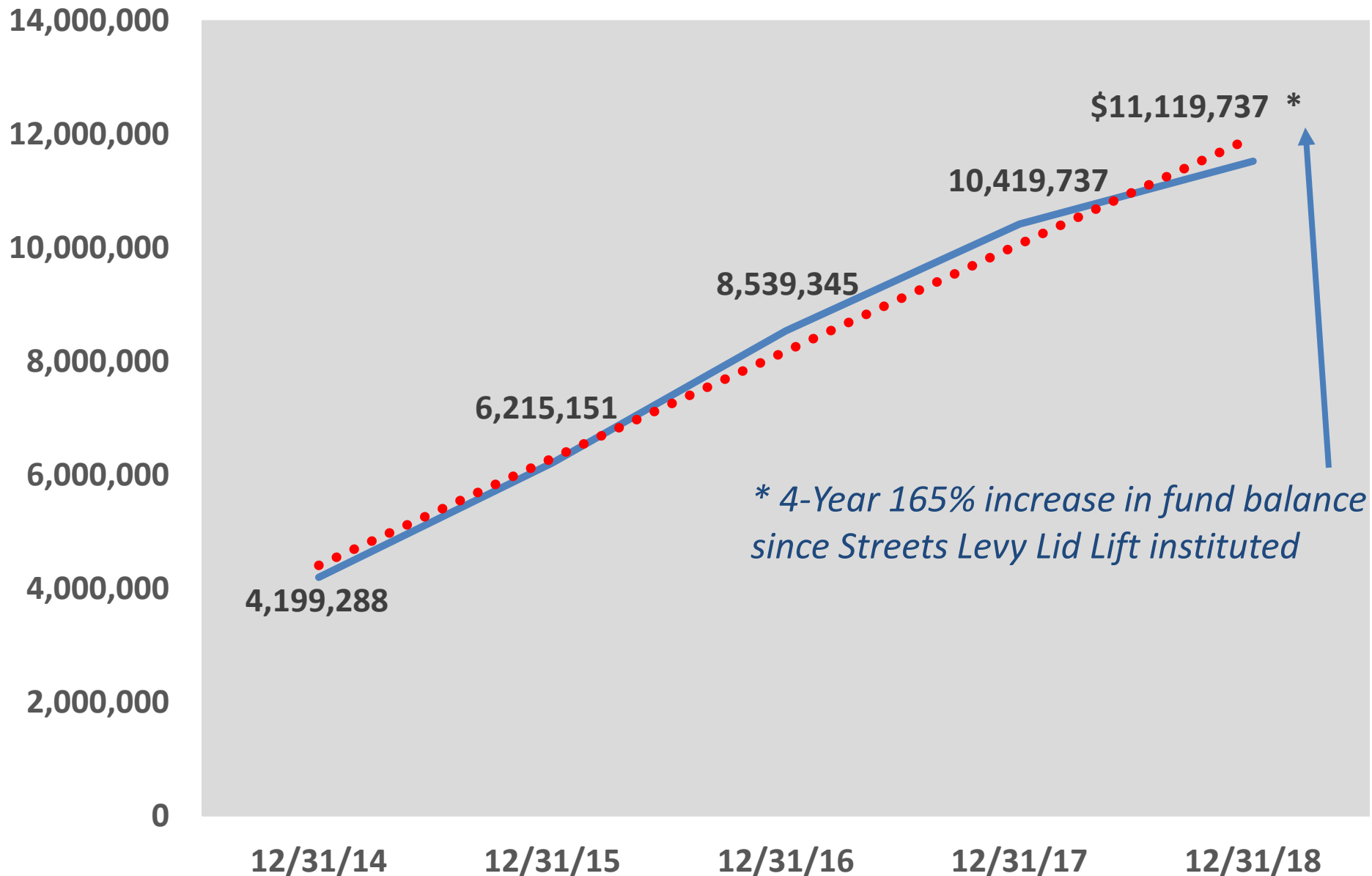
Reserves & Fund Balances	12/31/15	12/31/16	Goal / Actual (% of GF Exp)	Goal \$	Over/(Under) 12/31/16
<u>Reserves:</u>					
-Contingency	14,523,435	14,258,093	10% / 7.9%	18,146,670.8	(3,888,577.80)
-Revenue Stabilization	764,692	704,165	3.5% / .4%	6,351,334.8	(5,647,169.78)
Unassigned	19,967,263	19,049,125	N/A		
Non-spendable & Assigned	2,293,964	2,050,769	N/A		
Total	37,549,355	36,062,153	20% / 19.9%	36,293,341.6	(231,188.60)
'Checkbook Balance' (in 'Total' above)	5,090,781	6,189,324	VAR.	VAR.	VAR.

Water/Wastewater Reserves Projection



Real Estate Excise Tax Fund

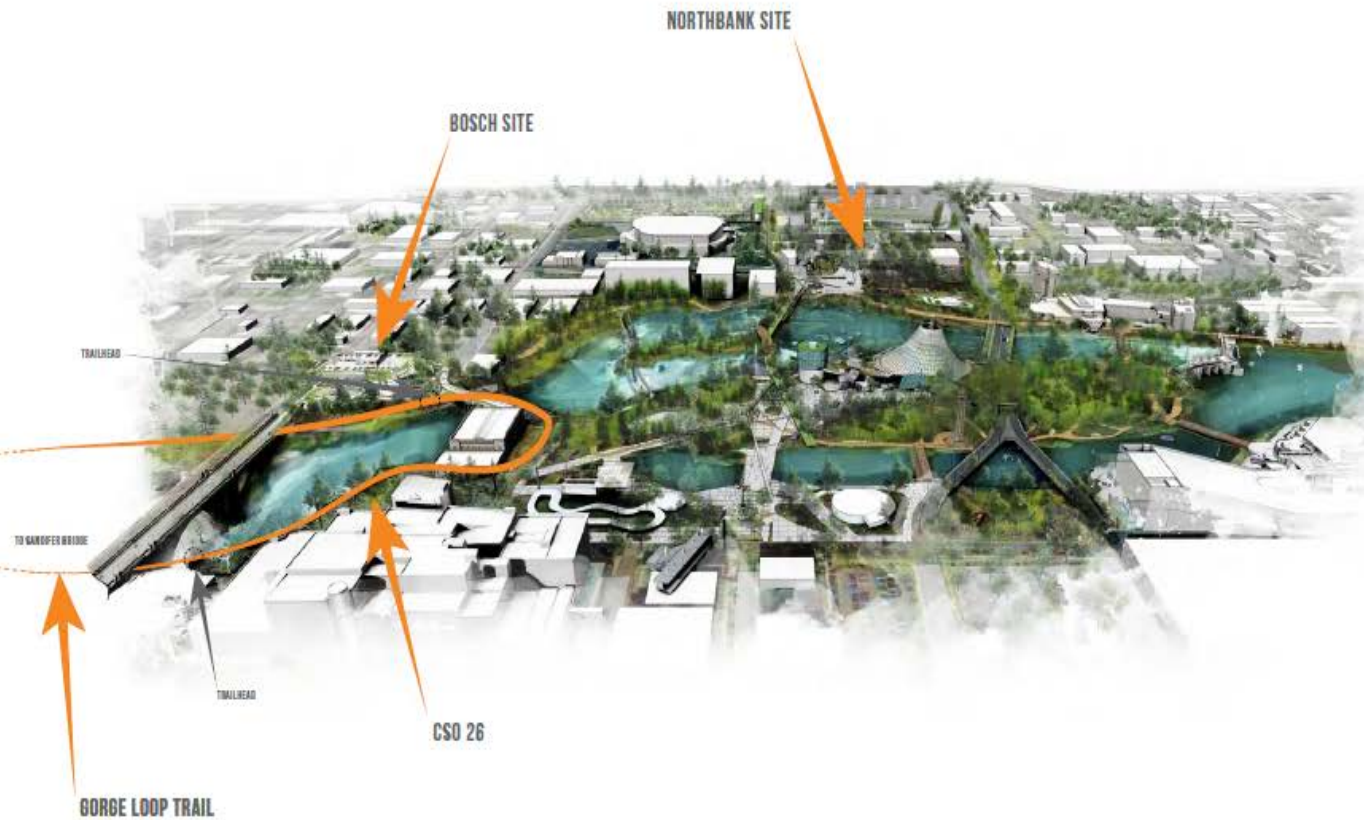
Fund Balance



Community Investment Plan

	REET Capital	Asset Mgmt Capital	Arterial Streets Capital	Development Services	Utility Strategic Investments	Surplus Property	Parks Investments	RPS Refinance	General Fund Carryforward	TOTALS
SOURCES OF FUNDING										
2017 REET Reserve Balance	10,000,000									10,000,000
1% Levy Financing + Match (Public Safety)		10,000,000								10,000,000
Arterial Streets Project Carryover			10,000,000							10,000,000
Development Services One-Time Reserve				1,000,000						1,000,000
Utility Investments					8,000,000					8,000,000
Sale of Surplus Property 2018 & 2019						4,000,000				4,000,000
Parks Strategic Investments							3,000,000			3,000,000
RPS Refinance 2017								1,900,000		1,900,000
General Fund Carryover 2017									4,000,000	4,000,000
TOTAL SOURCES	10,000,000	10,000,000	10,000,000	1,000,000	8,000,000	4,000,000	3,000,000	1,900,000	4,000,000	51,900,000
STRATEGIC INVESTMENTS										
INNOVATIVE INFRASTRUCTURE										
IMPROVING STREETS - Accelerate Grind/Overlay - Arterials			5,000,000							5,000,000
IMPROVING STREETS - Accelerate Residntl/Umimp Streets			2,000,000							2,000,000
TARGETED AREAS - PDA Street Investments			3,000,000							3,000,000
TARGETED AREAS - PDA Impact Fee Waiver				1,000,000						1,000,000
TARGETED AREAS - PDA Utility Investments					2,400,000					2,400,000
MAXIMIZE PUBLIC ASSETS - Urban Utility Installation Fund					500,000					500,000
SUSTAINABILITY - WaterSmart Conservation Investments					1,500,000		1,500,000*			3,000,000
URBAN EXPERIENCE										
RIVER CONNECTION - Trail/River Access Investments	3,000,000				600,000	2,000,000	1,500,000*			7,100,000
MAXIMIZE PUBLIC ASSETS - North Bank/Sportsplex	5,000,000									5,000,000
STRATEGIC INVESTMENT FUND - Projects of Citywide Significance								1,900,000		1,900,000
ARTS/CULTURE/DIVERSITY - Arts & Diversity Strategic Investments						1,000,000				1,000,000
PUBLIC AMENITIES - Library Pre-Design									500,000	500,000
SAFE & HEALTHY										
SAFER COMMUNITY - Vehicles & Equipment for Safer Community		10,000,000								10,000,000
HOUSING/VULNERABLE - Homeless Housing - 2018 & 2019	2,000,000									2,000,000
SAFER COMMUNITY - Clean & Safe Neighborhood Investments					1,400,000	1,000,000				2,400,000
VULNERABLE POPULATIONS - Utility Assistance Program					600,000					600,000
SUSTAINABLE RESOURCES										
SUSTAINABLE PRACTICES - Increase GF Reserve Balance									2,500,000	2,500,000
TARGETED AREAS/MARKETING SPOKANE - (See Attached)									1,000,000	1,000,000
SUSTAINABLE PRACTICES - Resiliency IT/Capital Investments					1,000,000					1,000,000
TOTAL STRATEGIC INVESTMENT PLAN	10,000,000	10,000,000	10,000,000	1,000,000	8,000,000	4,000,000	3,000,000	1,900,000	4,000,000	51,900,000

SPOKANE EXPERIENCE



--- End ---

Strategic Planning – Performance Measures

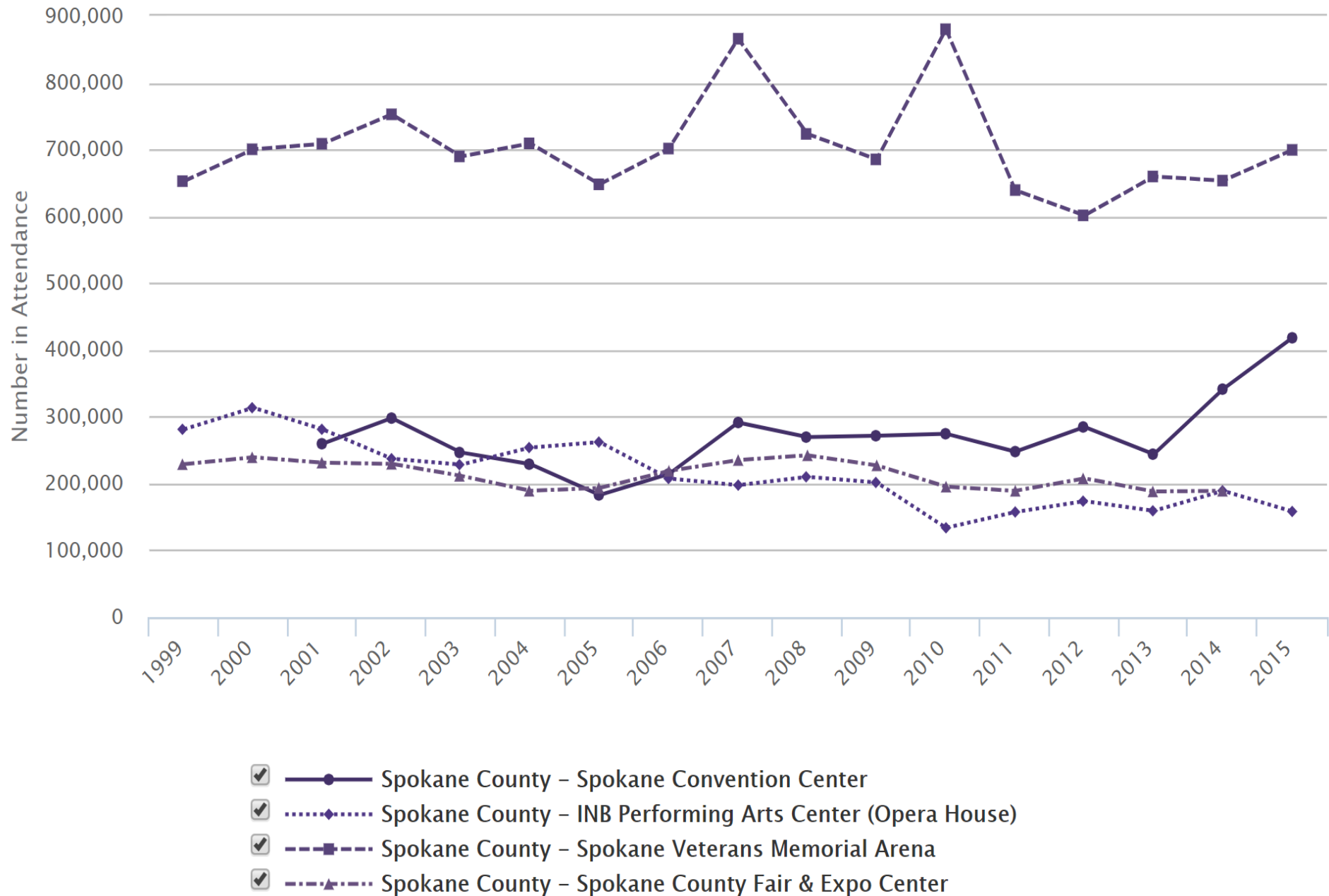
Urban Development-Related

- ➡ • Increased MHI
- ➡ • Increased property values
 - Safest city of like cities
- ➡ • Increased livable-wage jobs
 - Increased bond rating
- ➡ • Increased population growth
- ➡ • Increased social capital

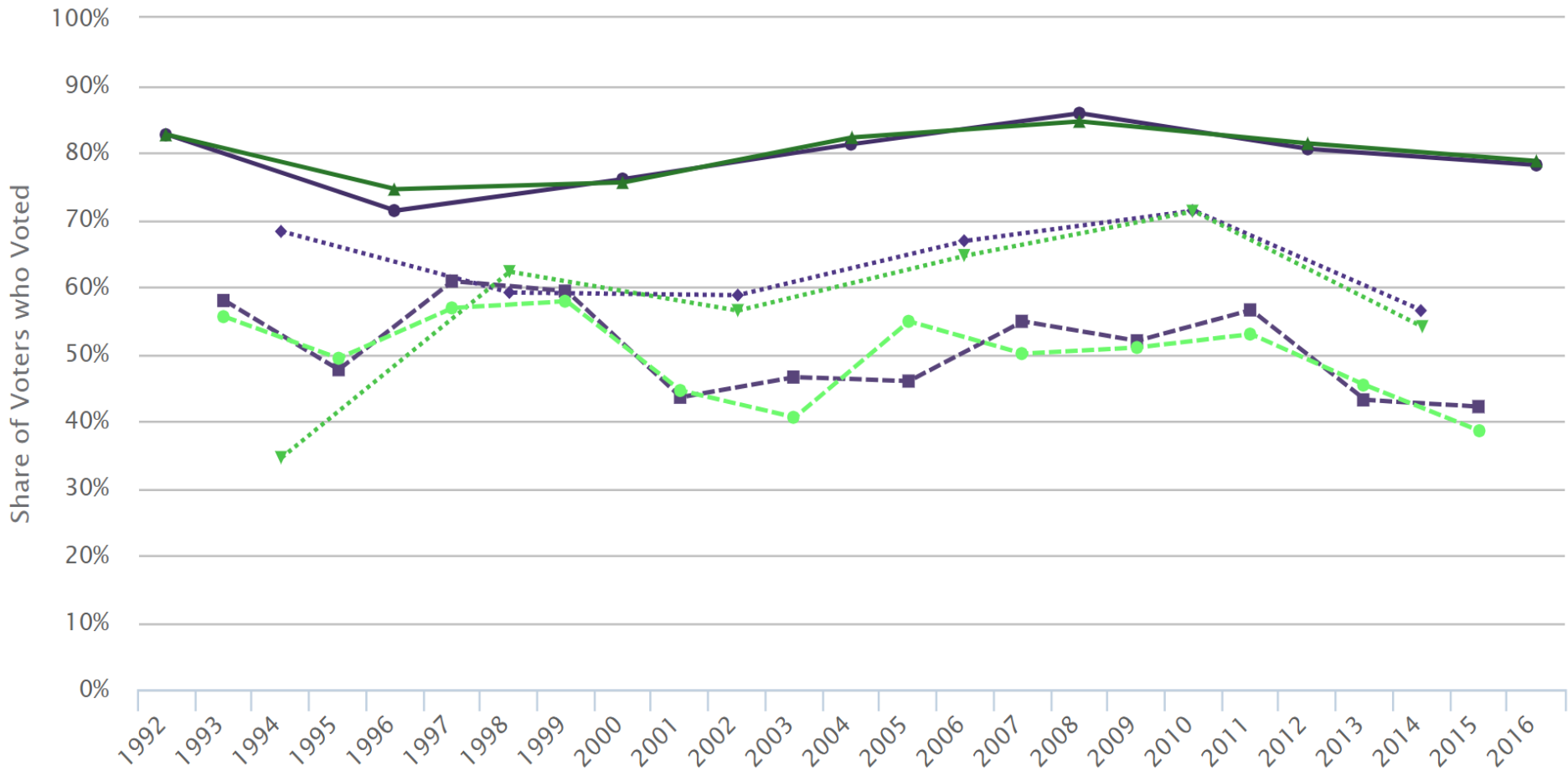
Urban Development Performance Measures:

'Social Capital'

1.3.1 Annual Attendance at Spokane Area Public Facilities

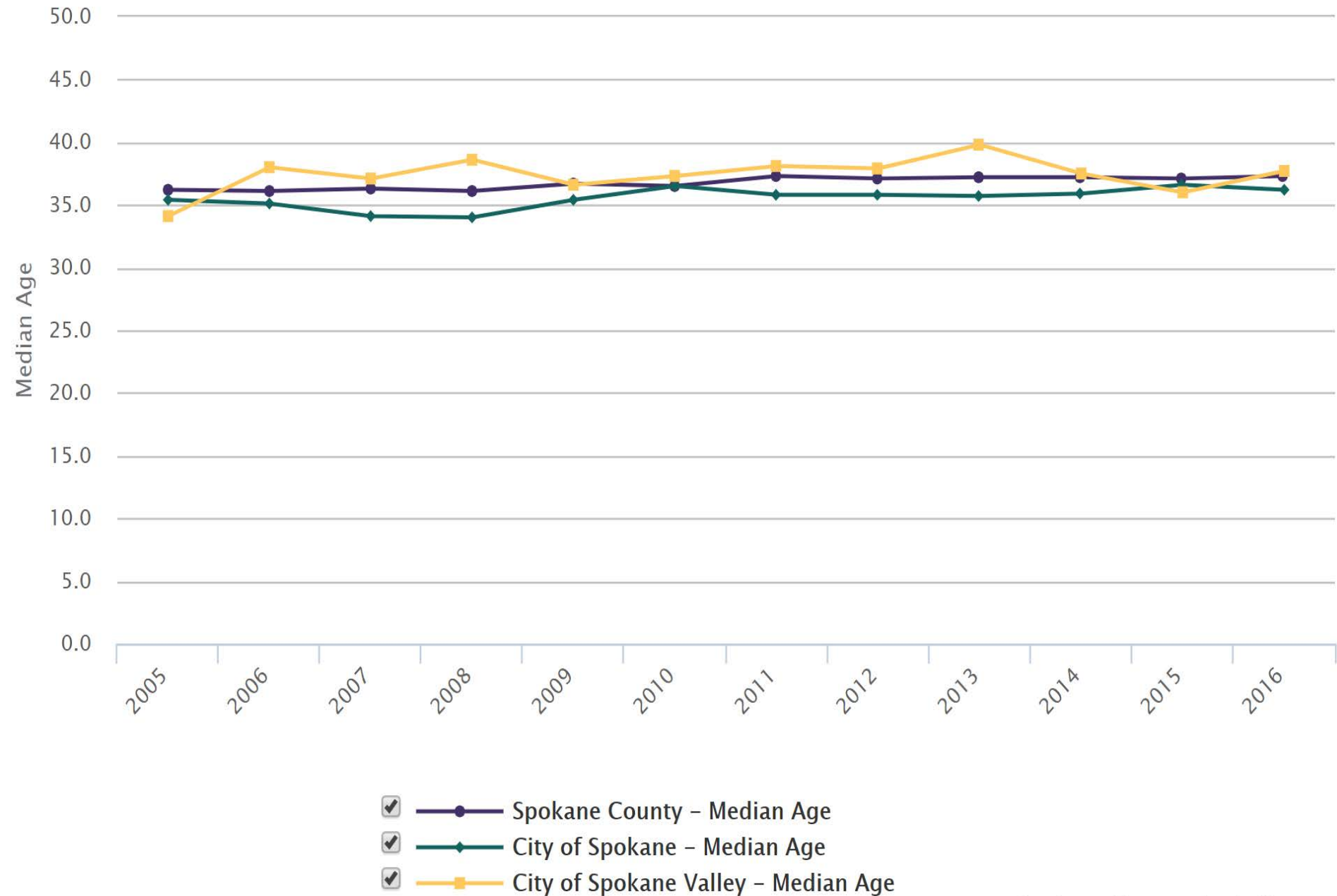


0.4.2 Share of Registered Voters Voting in November Elections

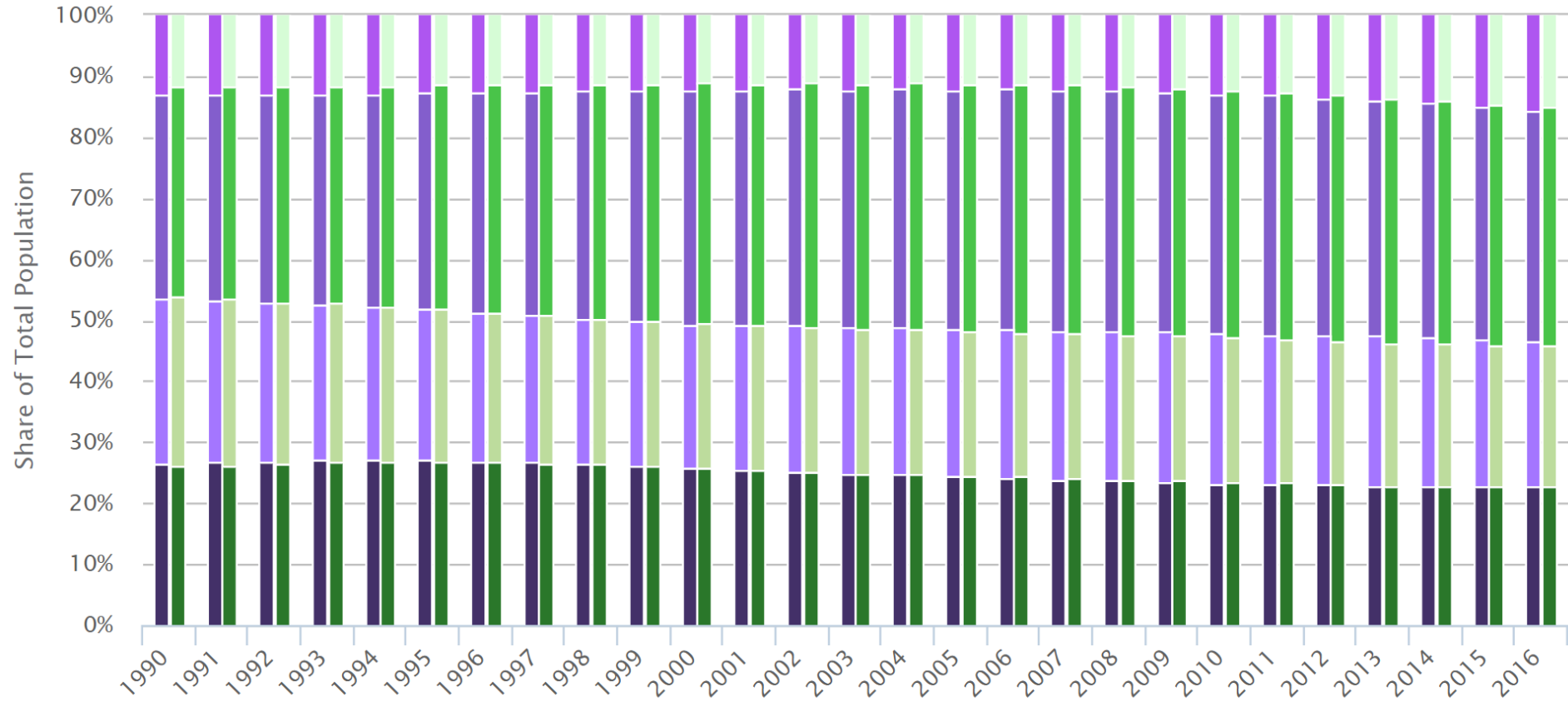


- ☑ —●— Spokane County – Presidential Election
- ☑ ...◆... Spokane County – Midterm Election
- ☑ -■- Spokane County – Off-year Election
- ☑ —▲— Washington State – Presidential Election
- ☑ ...▼... Washington State – Midterm Election
- ☑ -●- Washington State – Off-Year Election

0.1.2 Median Age of the Population



0.1.3 Share of Population by Age Groups



- ☑ Spokane County – 0–17
- ☑ Spokane County – 18–34
- ☑ Spokane County – 35–64
- ☑ Spokane County – 65 Years and Over
- ☑ Washington State – 0–17
- ☑ Washington State – 18–34
- ☑ Washington State – 35–64
- ☑ Washington State – 65 Years and Over

18-34:

Spokane County: 23.8%

Washington State: 23.2%

Spokane Named 7th Most Hip City in U.S.

1. Vancouver, Washington
2. Salt Lake City, Utah
3. Cincinnati, Ohio
4. Boise, Idaho
5. Richmond, Virginia
6. Tacoma, Washington
7. Spokane, Washington
8. Atlanta, Georgia
9. Grand Rapids, Michigan
10. Rochester, New York

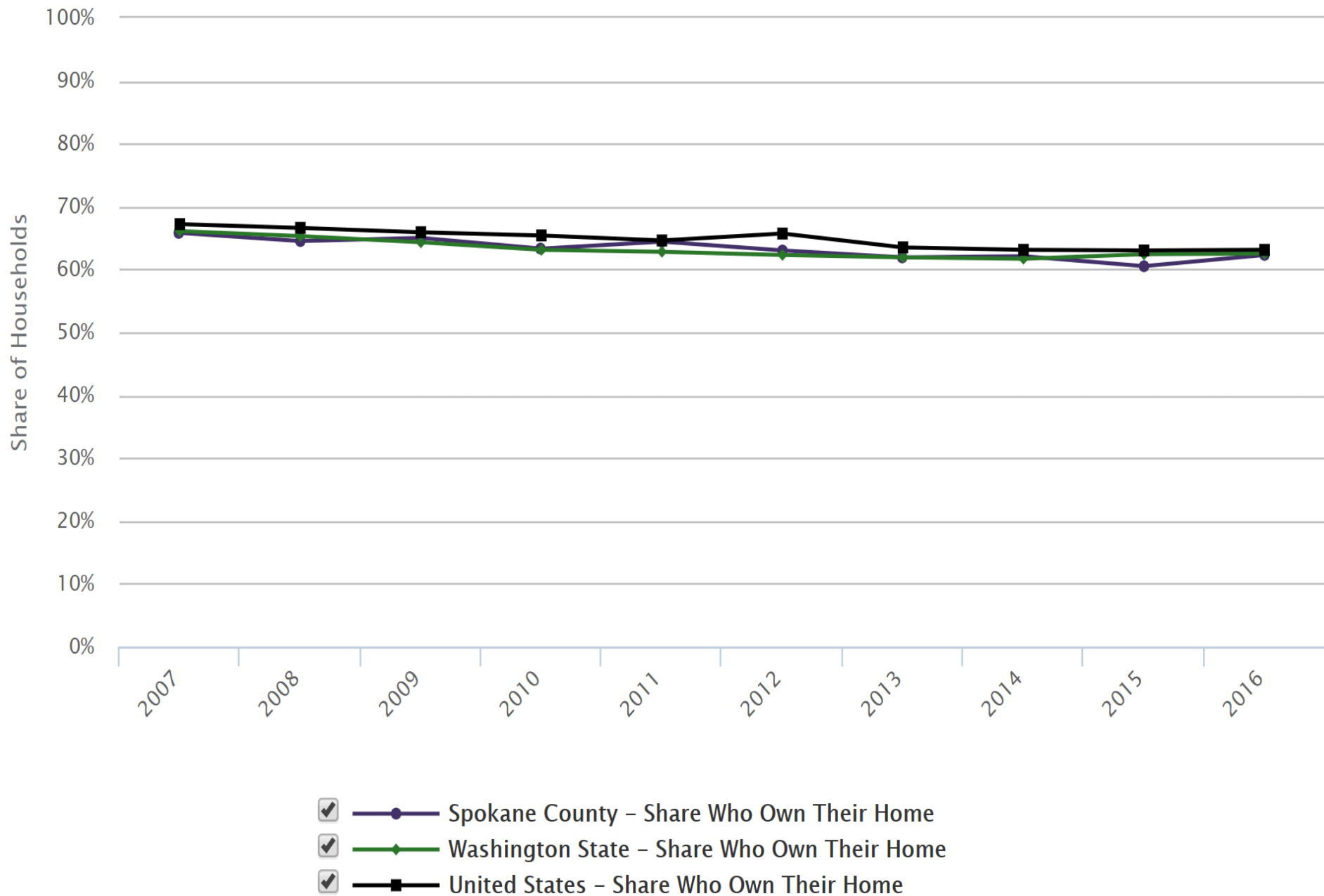
- The site ranked the cities based on the number of breweries, thrift stores, vegan restaurants, and tattoo studios per 100,000 city residents, as well as rent inflation in the last year.

- Hipster fashion, diet, and vanity were all taken into account as the 150 most populous American cities had their credentials tested. No editorialising here; just data. Pure, bohemian data.

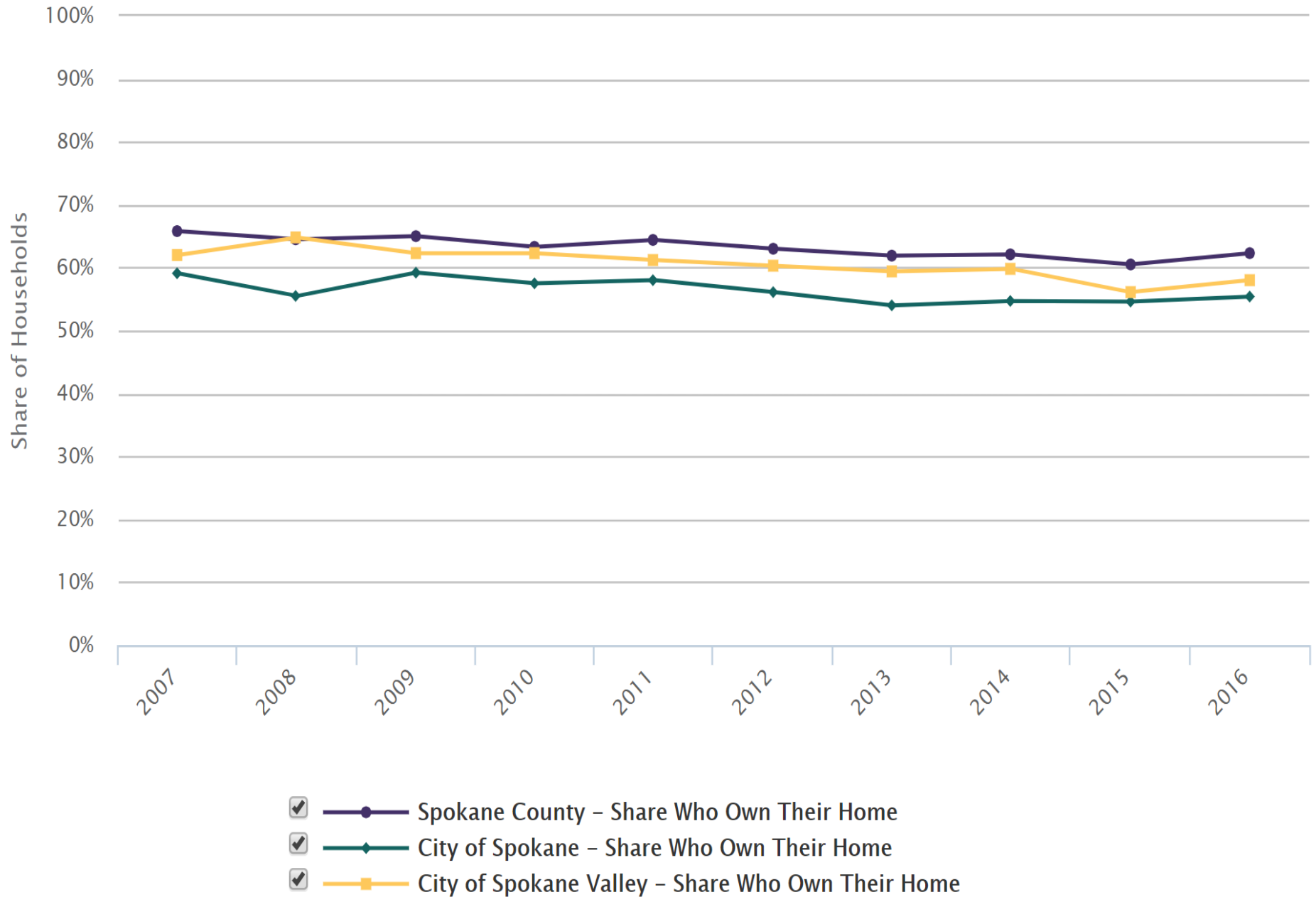
- Here's the lowdown on top hipster cities in the US. In brief, hipsters are a subculture of 20- to 30-somethings who position themselves as non-mainstream pioneers; free-thinkers and non-conformist conformists

- In brief, hipsters are a subculture of 20- to 30-somethings who position themselves as non-mainstream pioneers; free-thinkers and non-conformist conformists

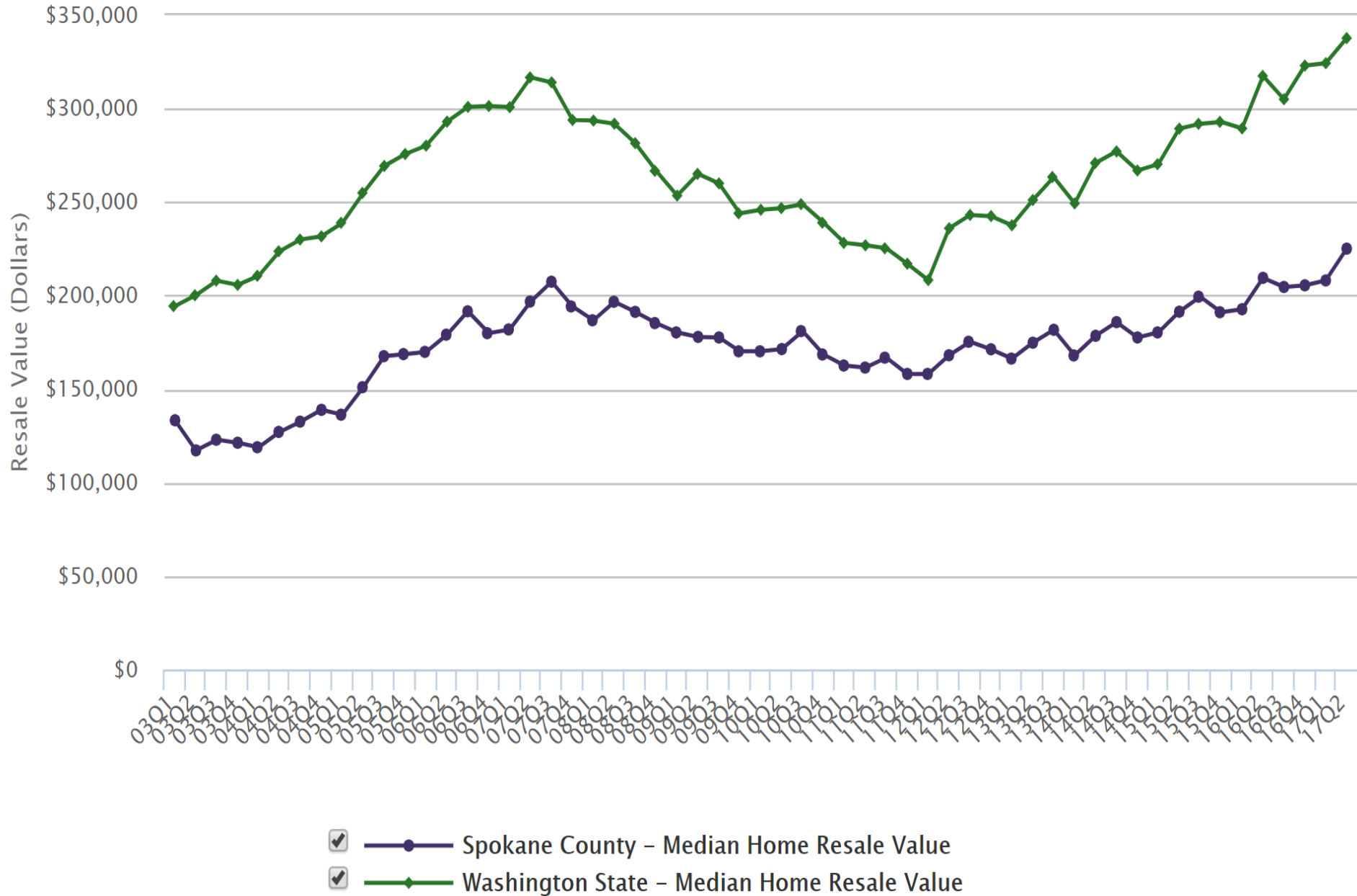
6.1.1 Share of Households Who Own Their Own Home



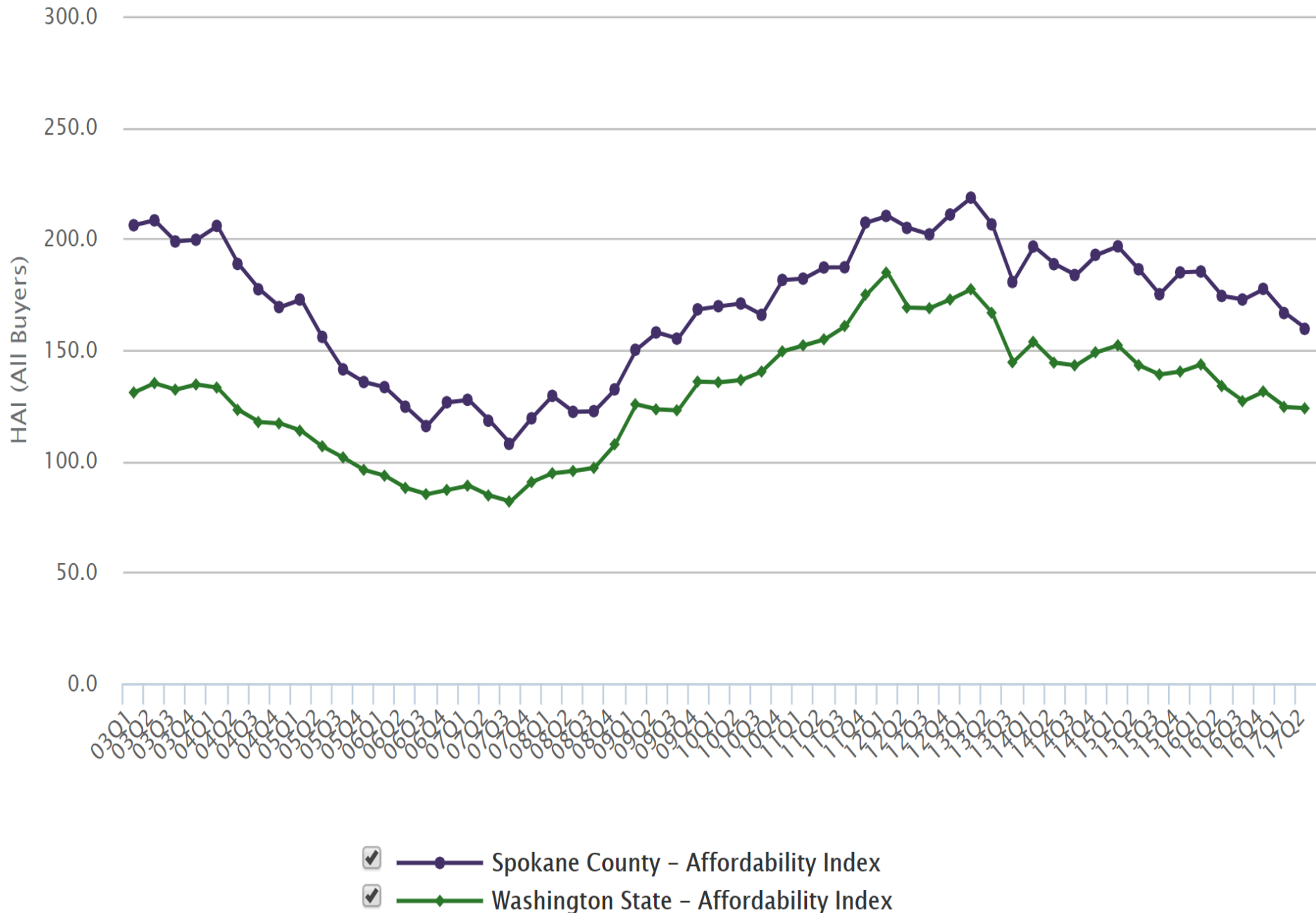
6.1.1 Share of Households Who Own Their Own Home



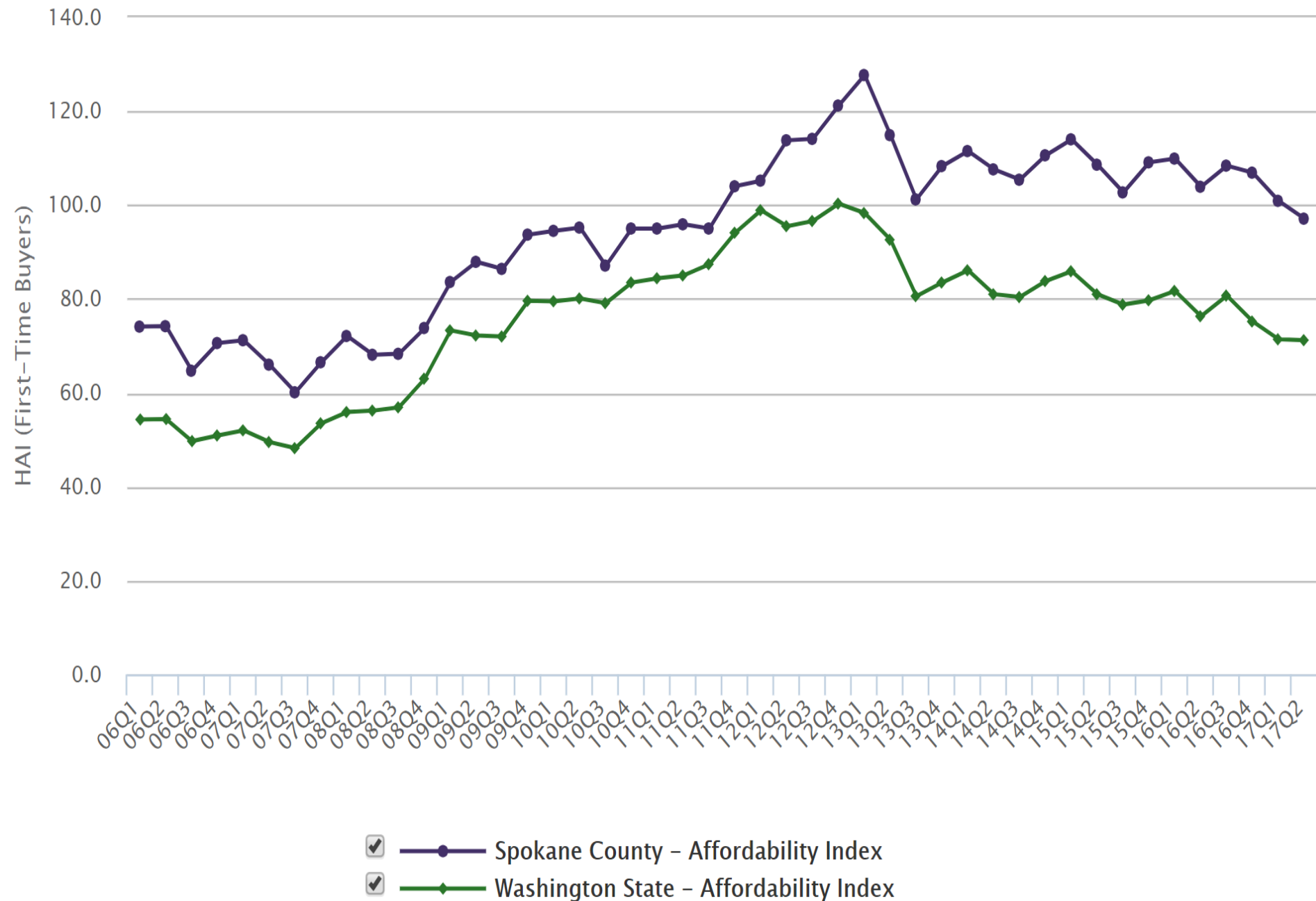
6.1.7 Median Home Resale Value



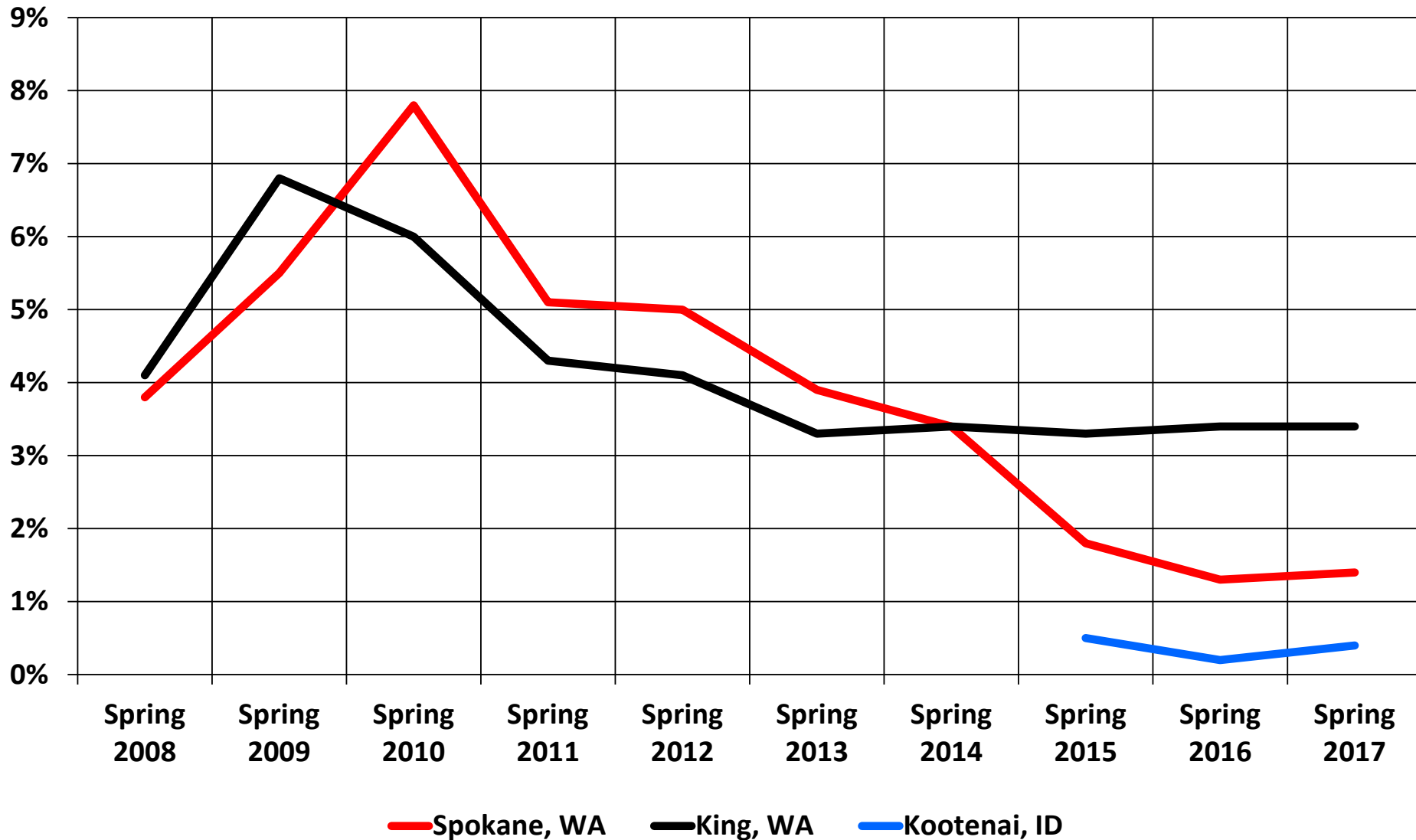
6.1.6 Housing Affordability Index for All Buyers



6.1.5 Housing Affordability Index for First-Time Homebuyers

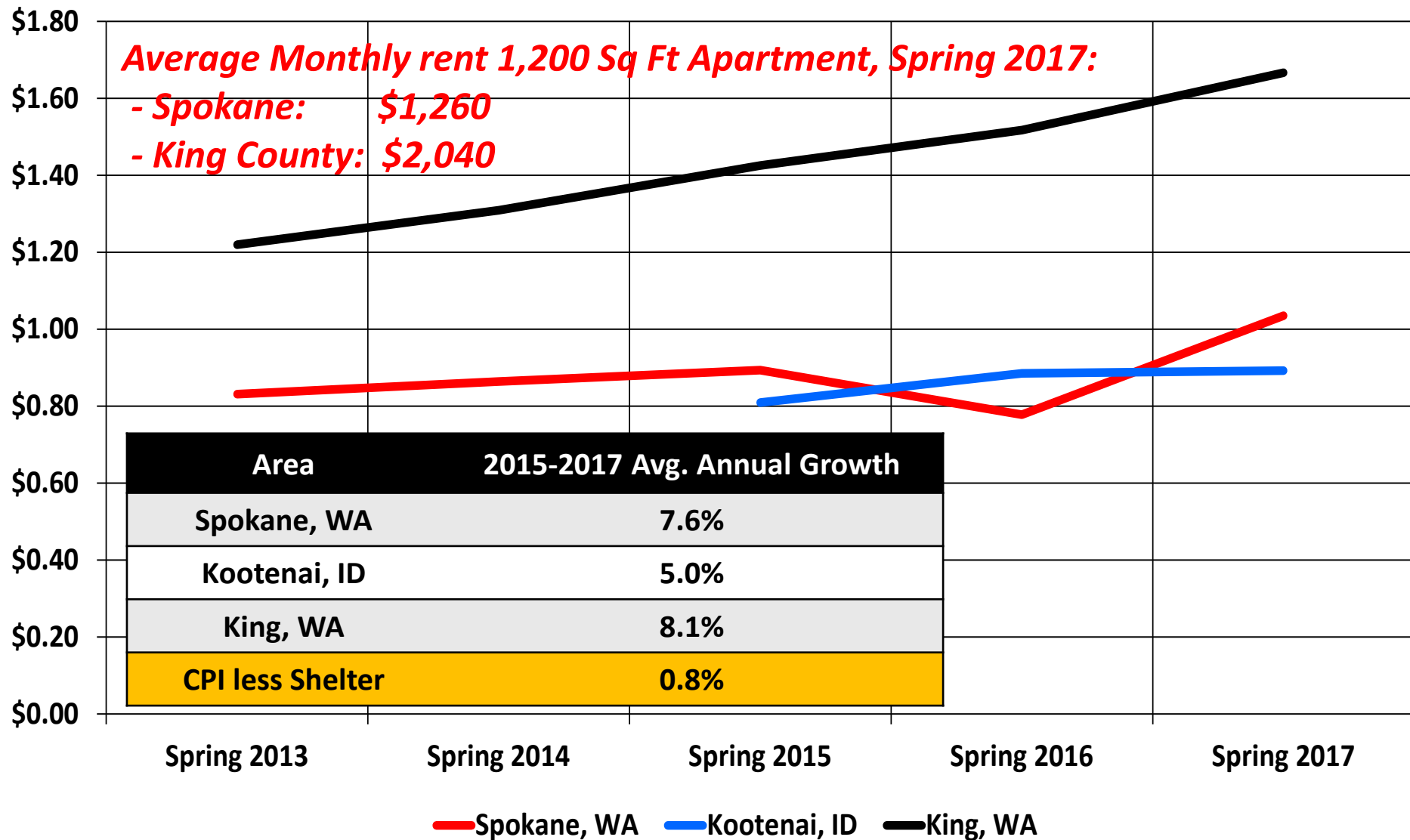


Apartment Vacancy Rates, 2008-2017

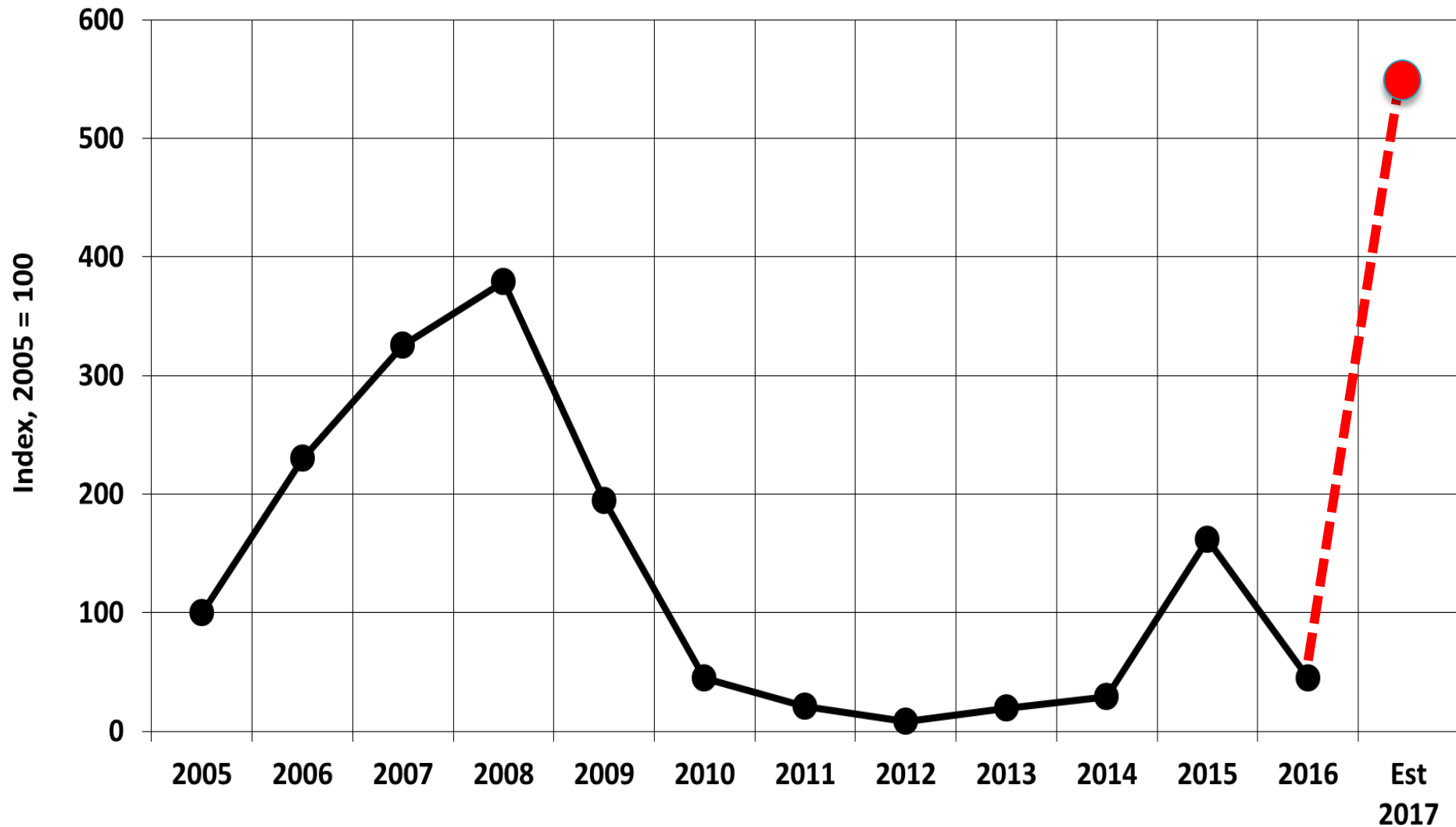


Source: Grant Forsyth, Avista Chief Economist; GSI Forecasting 11/8/17

Apartment Rent Per Sq. Foot, 2013-2017

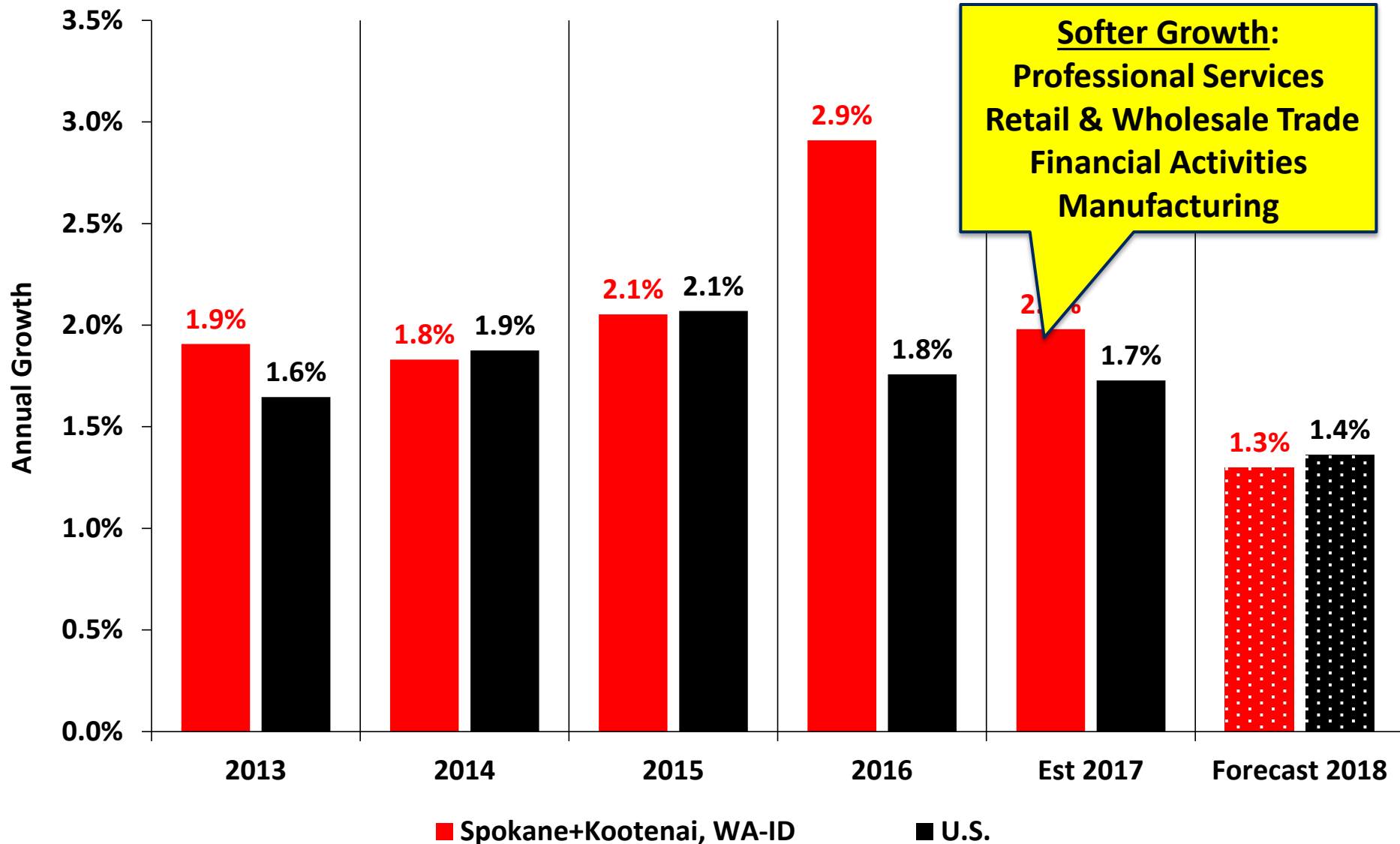


Inland Northwest Real Value of Storage Unit Permitting, 2005-2017

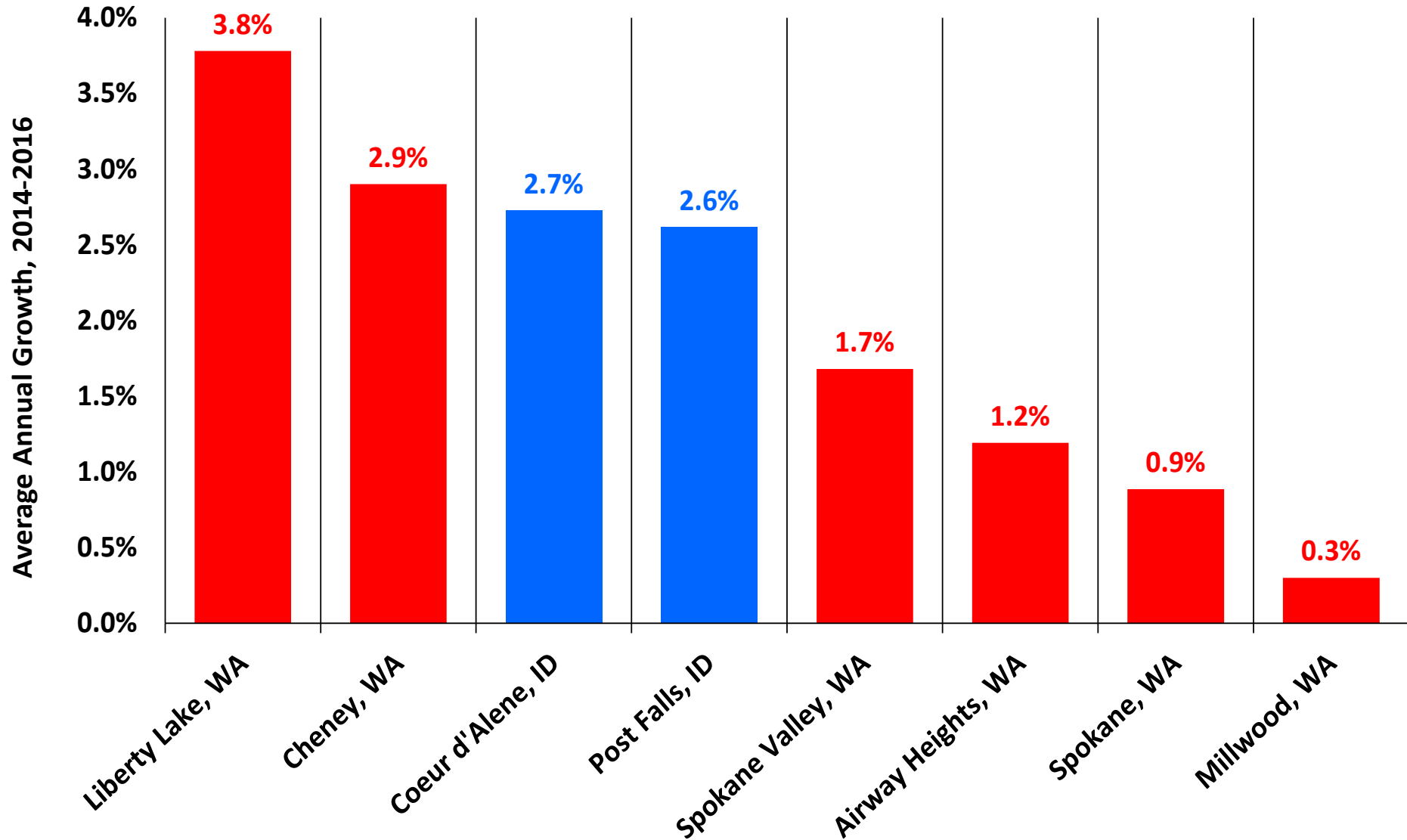


Source: Grant Forsyth, Avista Chief Economist; GSI Forecasting 11/8/17

Non-Farm Employment Growth, 2013-2018



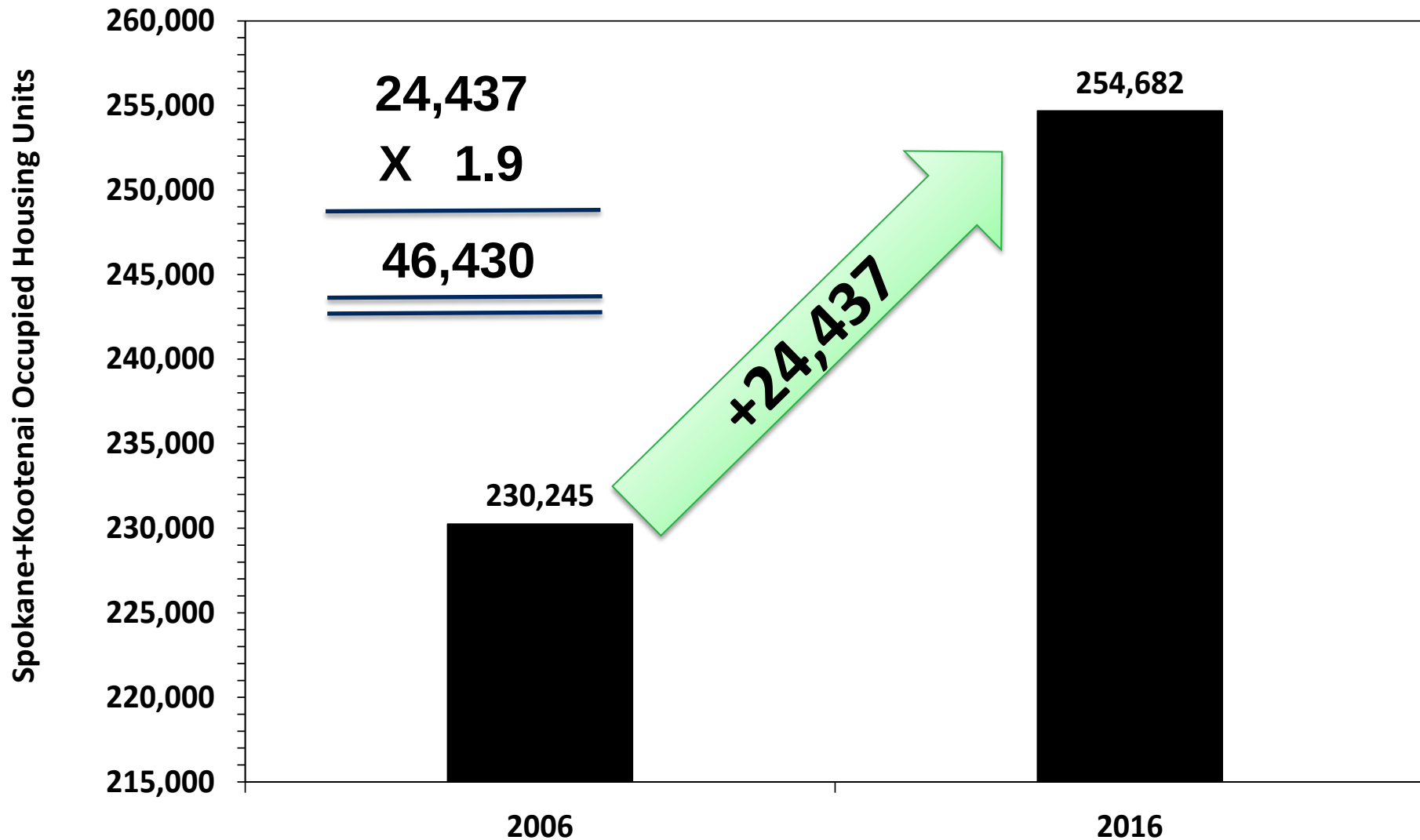
City Population Growth, Annual Average 2014-2016



Source: Grant Forsyth, Avista Chief Economist; GSI Forecasting 11/8/17

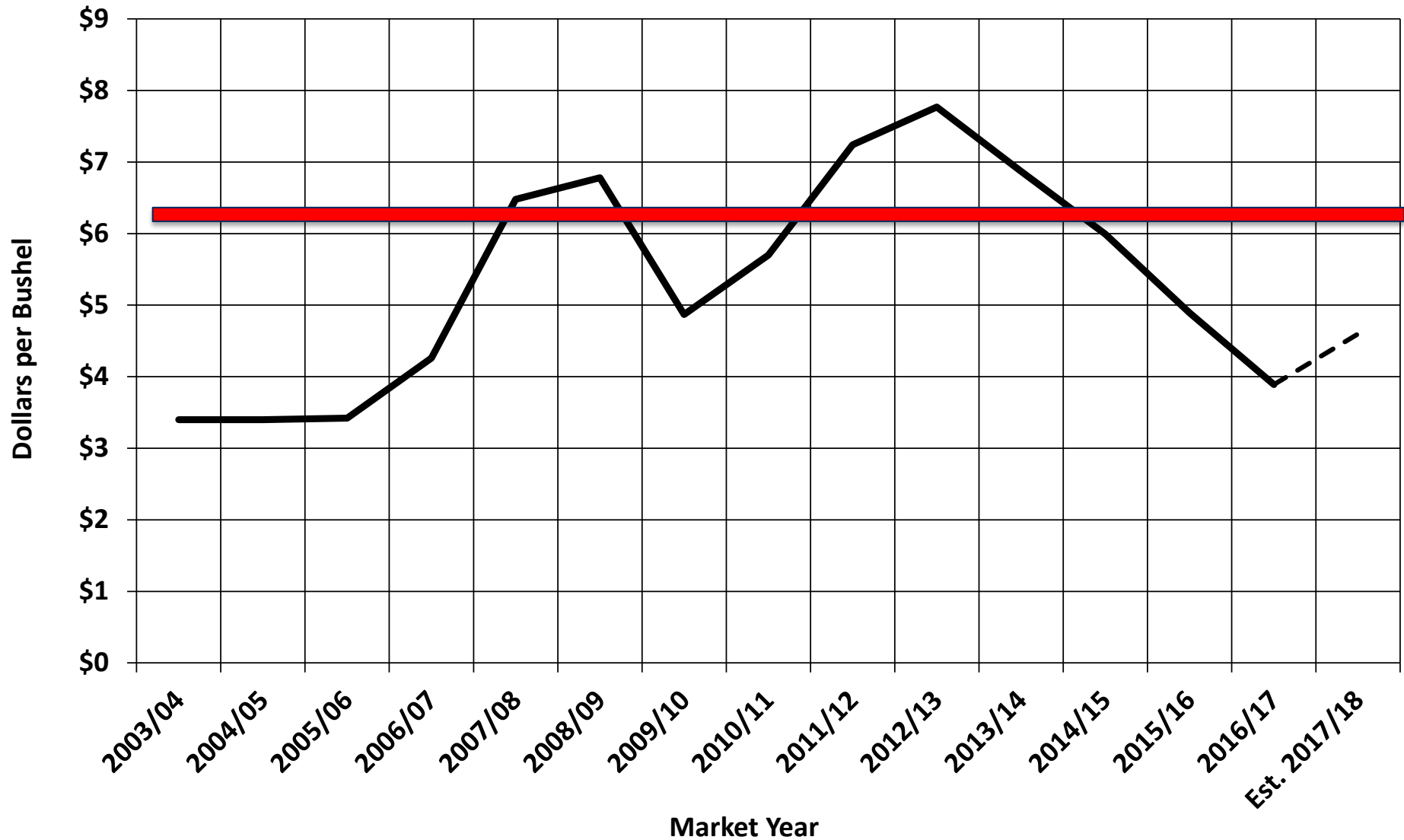
Source: U.S. Census and author's calculations.

Sneaky Growth: 2006-2016



Source: Grant Forsyth, Avista Chief Economist; GSI Forecasting 11/8/17

Wheat Prices, 2003-2017

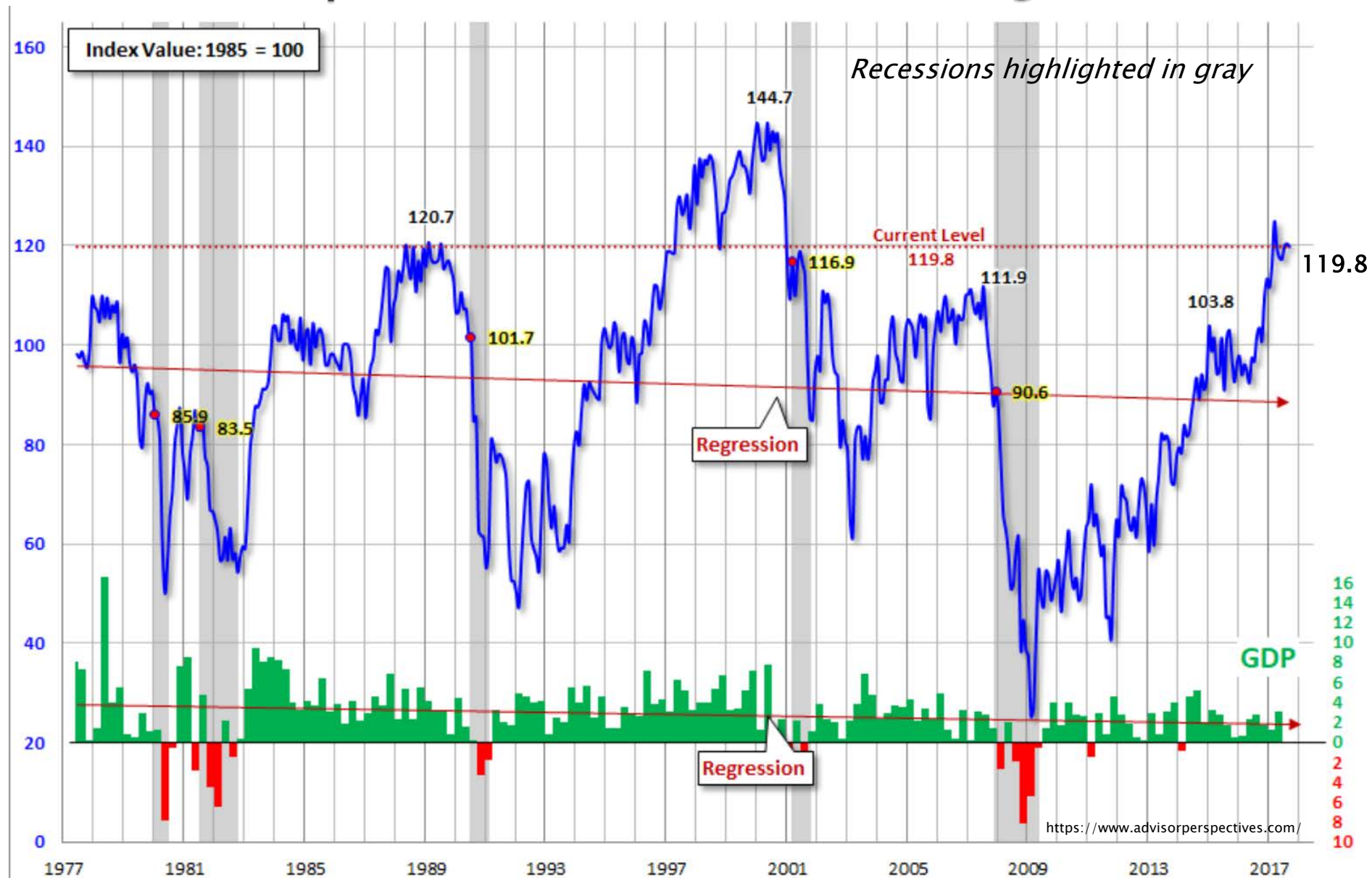


Source: USDA.

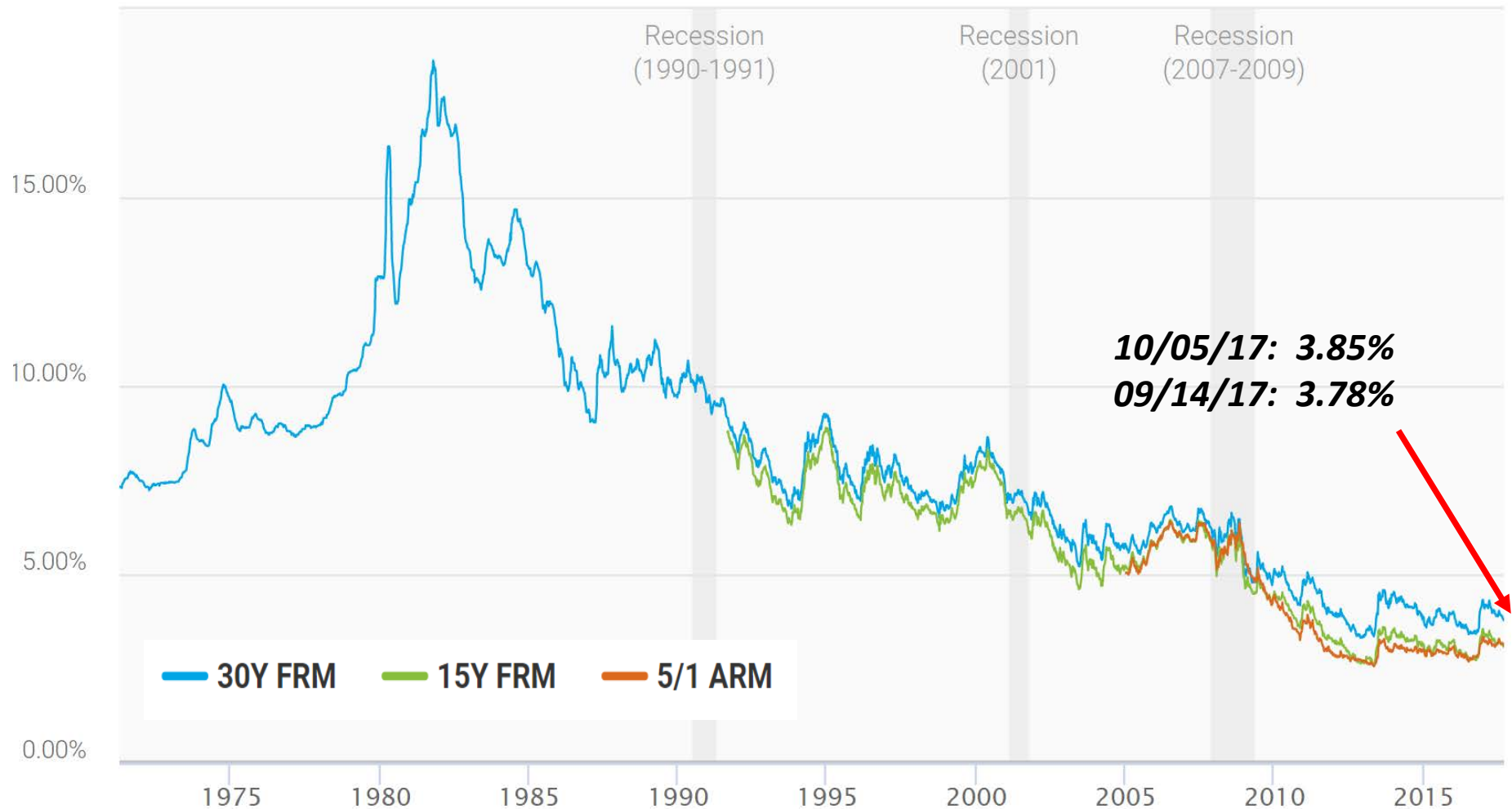
Source: Grant Forsyth, Avista Chief Economist; GSI Forecasting 11/8/17

Consumer Confidence Index:

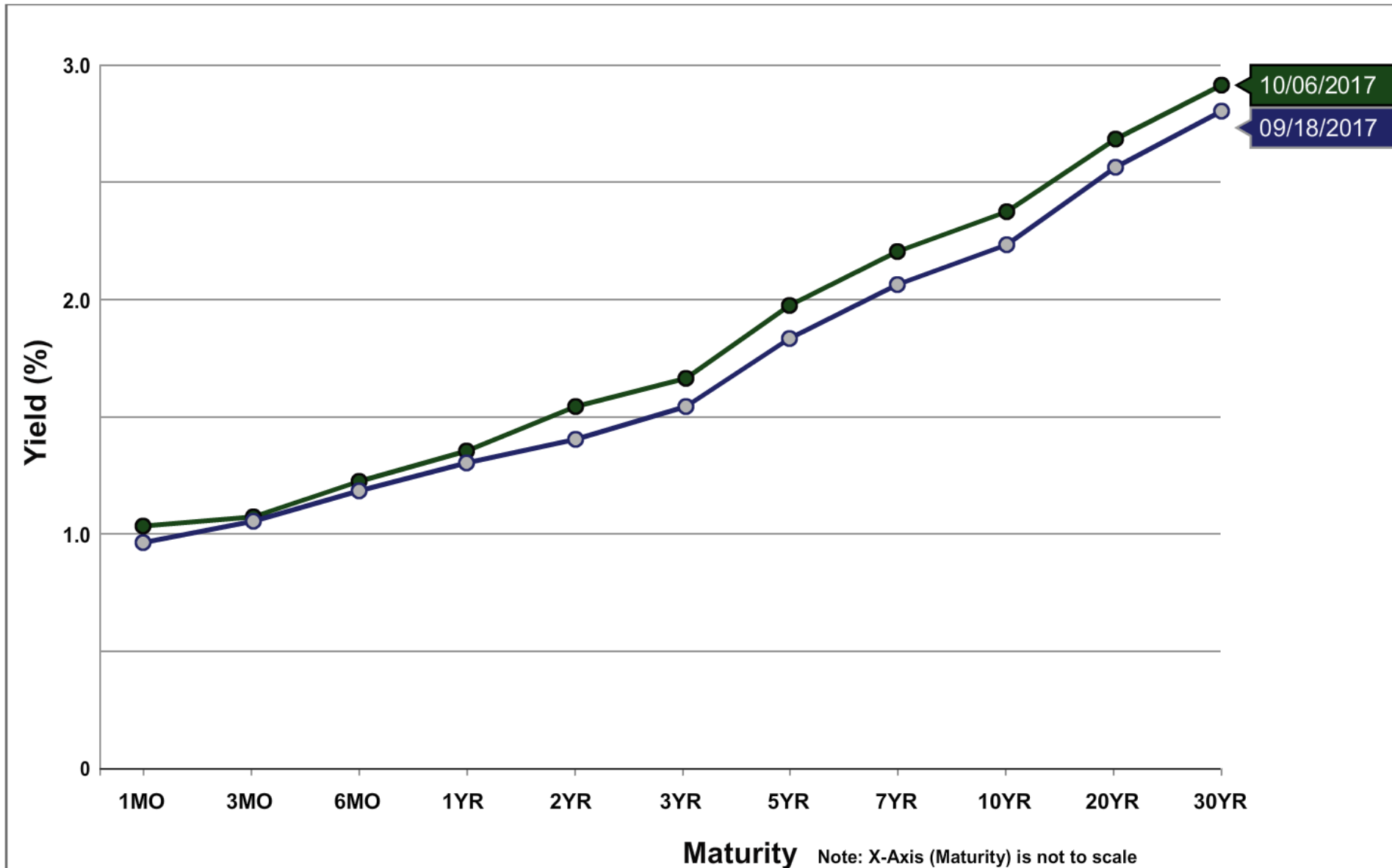
September: 119.8 (120.4 August)



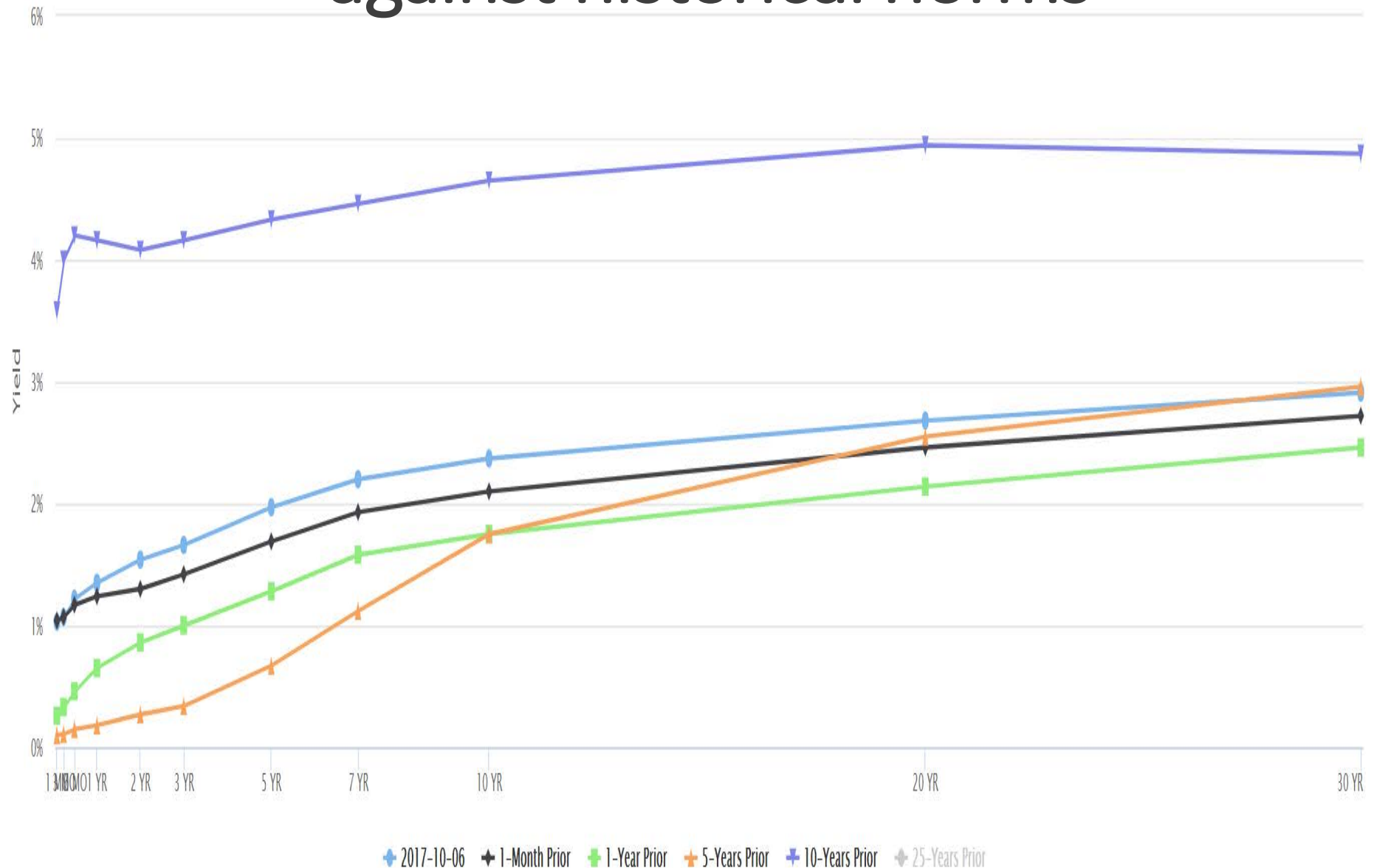
30-Year Fixed Mortgage Average: Nearly Steady at 3.85%



Yield Curve Review: Small Monthly Increase Indication for Continued Moderate Growth

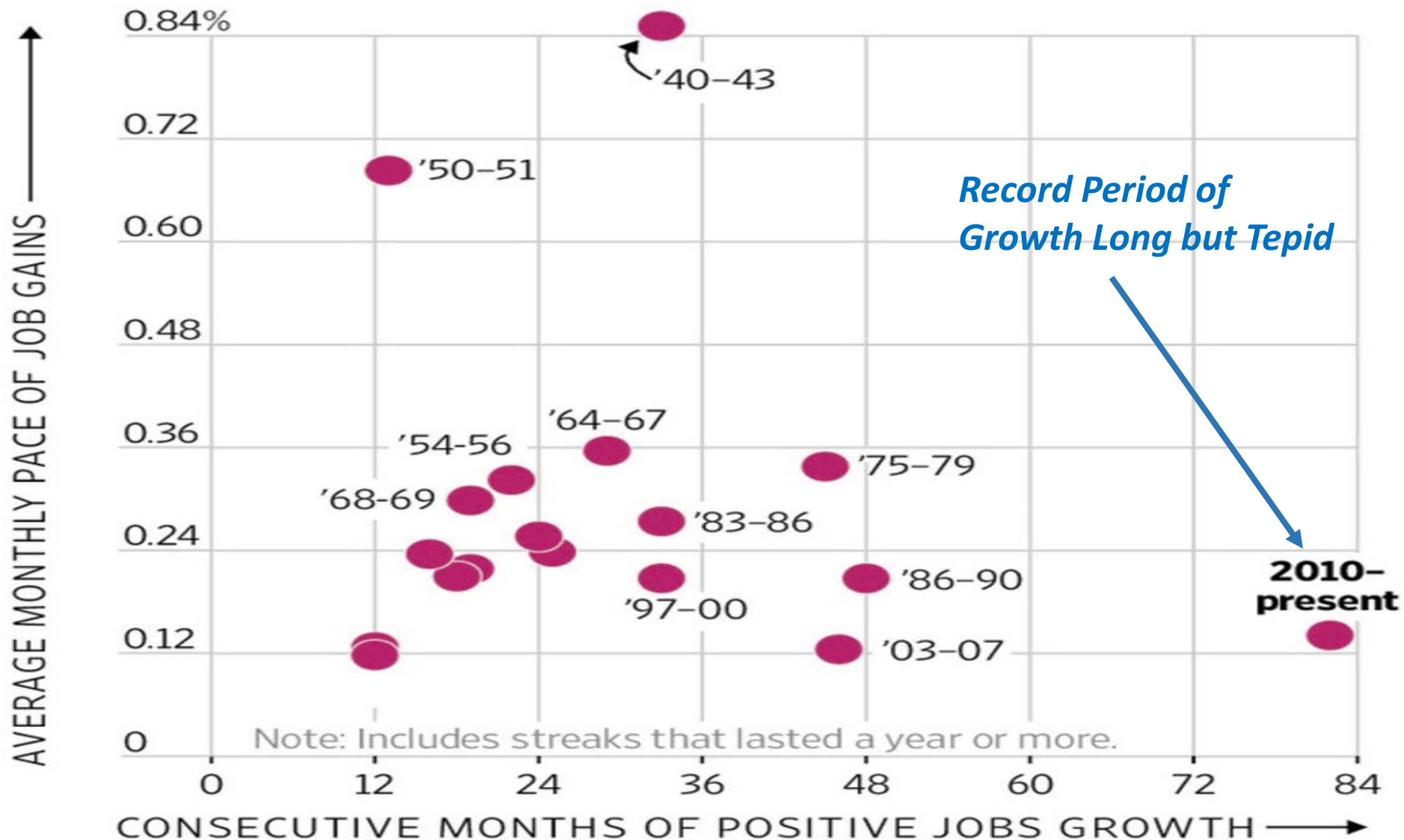


Yield curve increases of past year minor against historical norms



Slow But Sure Growth Has Kept Inflation Low

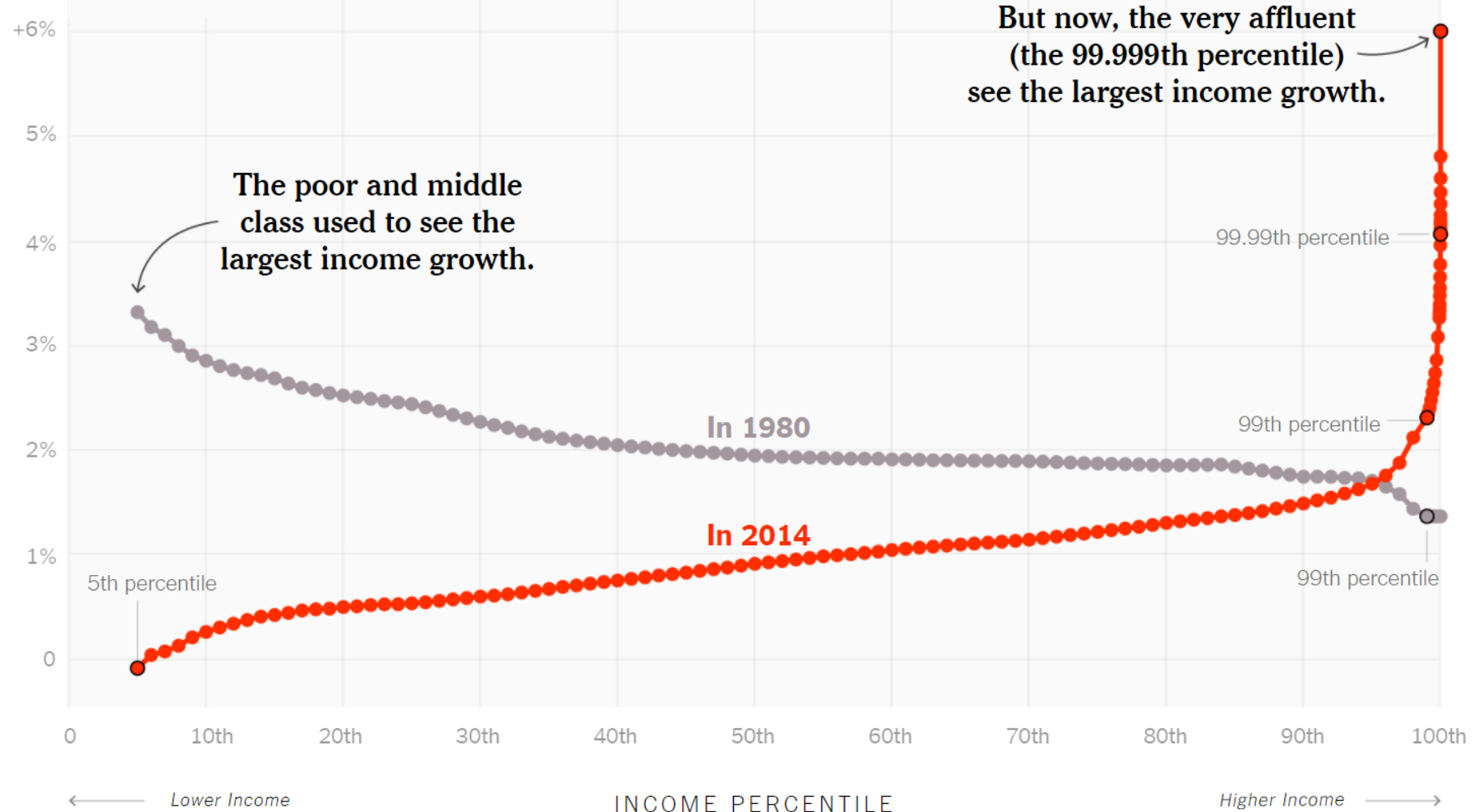
Implications for 'Structural Gap'?



Challenge:

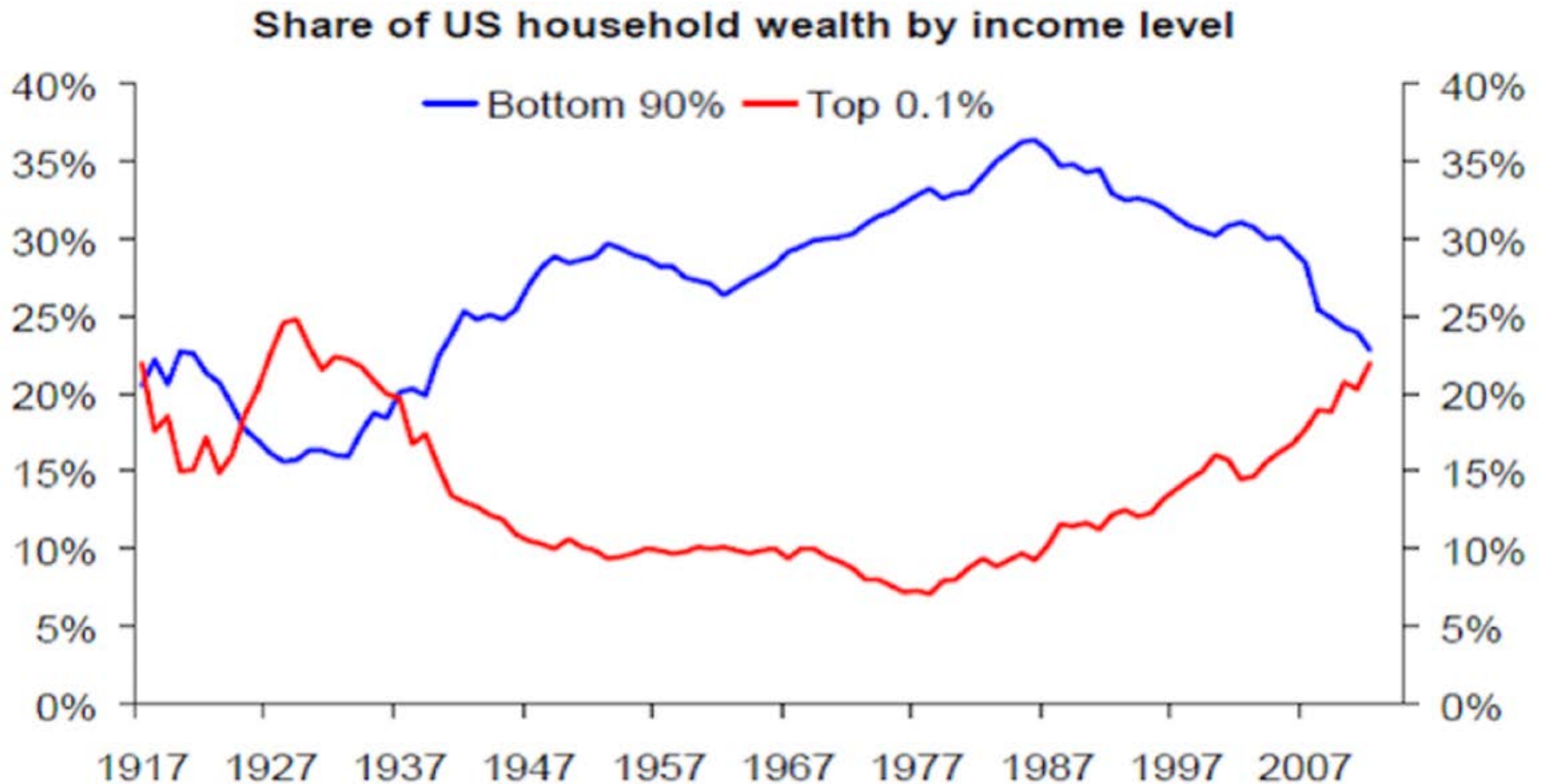
Anemic Income Growth for Bottom 90%

INCOME GROWTH
Over previous 34 years



Note: Inflation-adjusted annual average growth using income after taxes, transfers and non-cash benefits.

Challenge: Eroding Wealth for Bottom 90%



Note: Data estimated by Berkeley Professors Saez and Zucman using capitalized income tax returns, see also here: <http://gabriel-zucman.eu/uswealth/>

Source: Saez and Zucman, QJE May 2016, DB Global Markets Research



The Legislative Fix for McCleary

An Opportunity for Regional Collaboration?

McCleary

- M&O levies have long supplemented state school district funding
- In 2012, the state Supreme Court ruled the state was not meeting requirement to fund basic education
- A significant change was made this year

The Plan

2018: Raise state school levy mil rate from \$1.89 to \$2.70

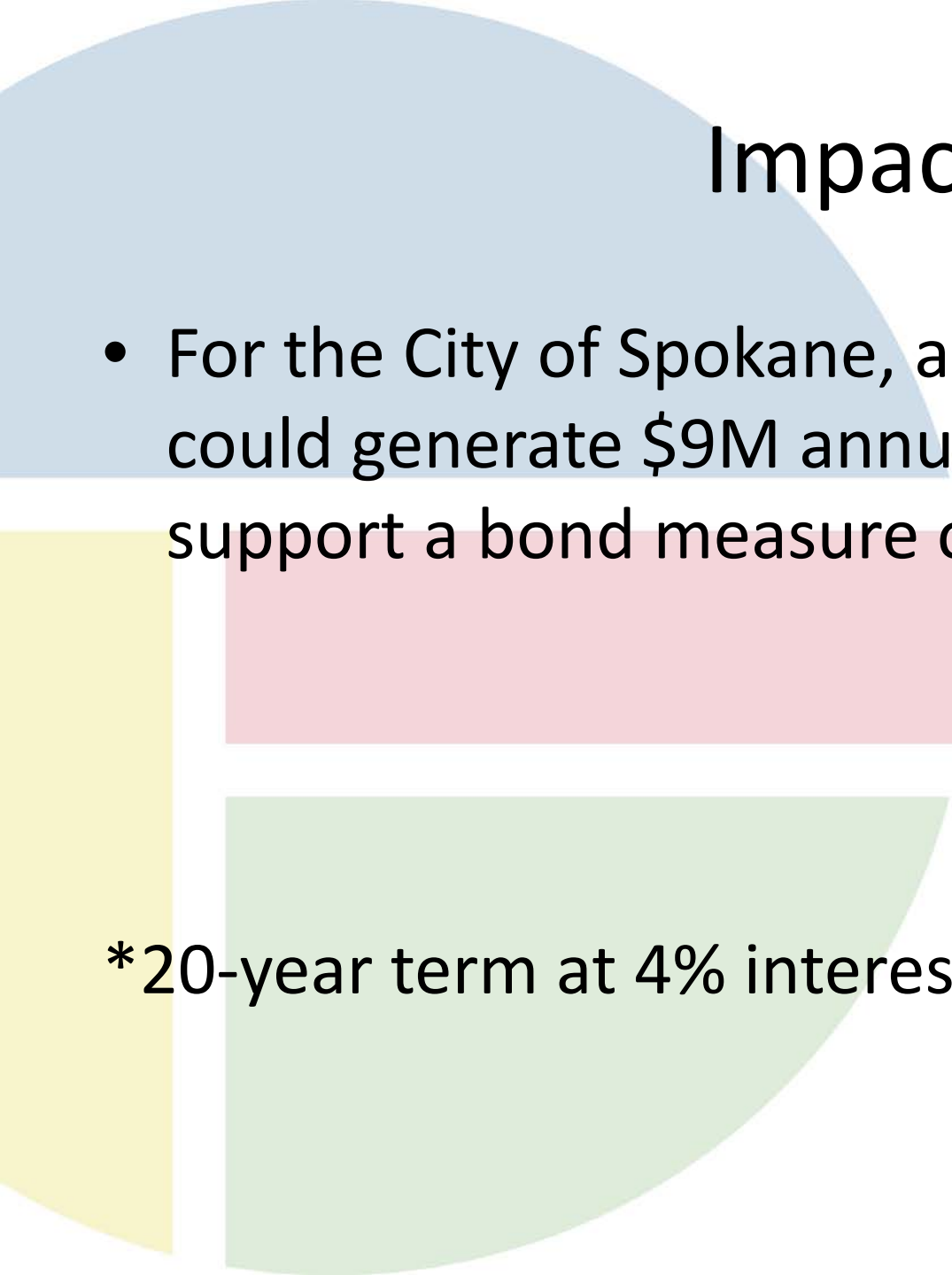
2019: Cap districts' M&O levies at \$1.50 and must be used for "enrichment"

- All districts will likely have a net increase in 2018...
- Capping will result in property within some districts experiencing a net 2019 decrease in taxes

Local Impacts

- State school levy is locally adjusted for each county's assessment practices
- The 2018 State levy in Spokane County will go from \$2.00 to \$2.86 (est.)
- M&O levies limited to “enrichment” starting 2019 and capped at a mil rate of \$1.50

District	2017 M&O Rate	Expected 2019 Opportunity
Tekoa #265	\$4.60	\$2.24
West Valley #363	\$4.44	\$2.08
Mead #354	\$4.01	\$1.65
Spokane #81	\$3.96	\$1.60
East Valley #361	\$3.71	\$1.35
Rosalia #320	\$3.41	\$1.05
Central Valley #356	\$3.40	\$1.04
Riverside #416	\$3.14	\$0.78
Nine Mile Falls #325	\$3.10	\$0.74
Cheney #360	\$2.90	\$0.54
Freeman #358	\$2.80	\$0.44
Reardan/Edwall #9	\$2.78	\$0.42
Liberty #362	\$2.69	\$0.33
Deer Park #414	\$2.41	\$0.05
St. John #322	\$2.19	(\$0.17)
Newport #56	\$2.12	(\$0.24)
Medical Lake #326	\$2.05	(\$0.31)
Great Northern #312	\$1.95	(\$0.41)
Orchard Prairie #123	\$1.15	(\$1.21)



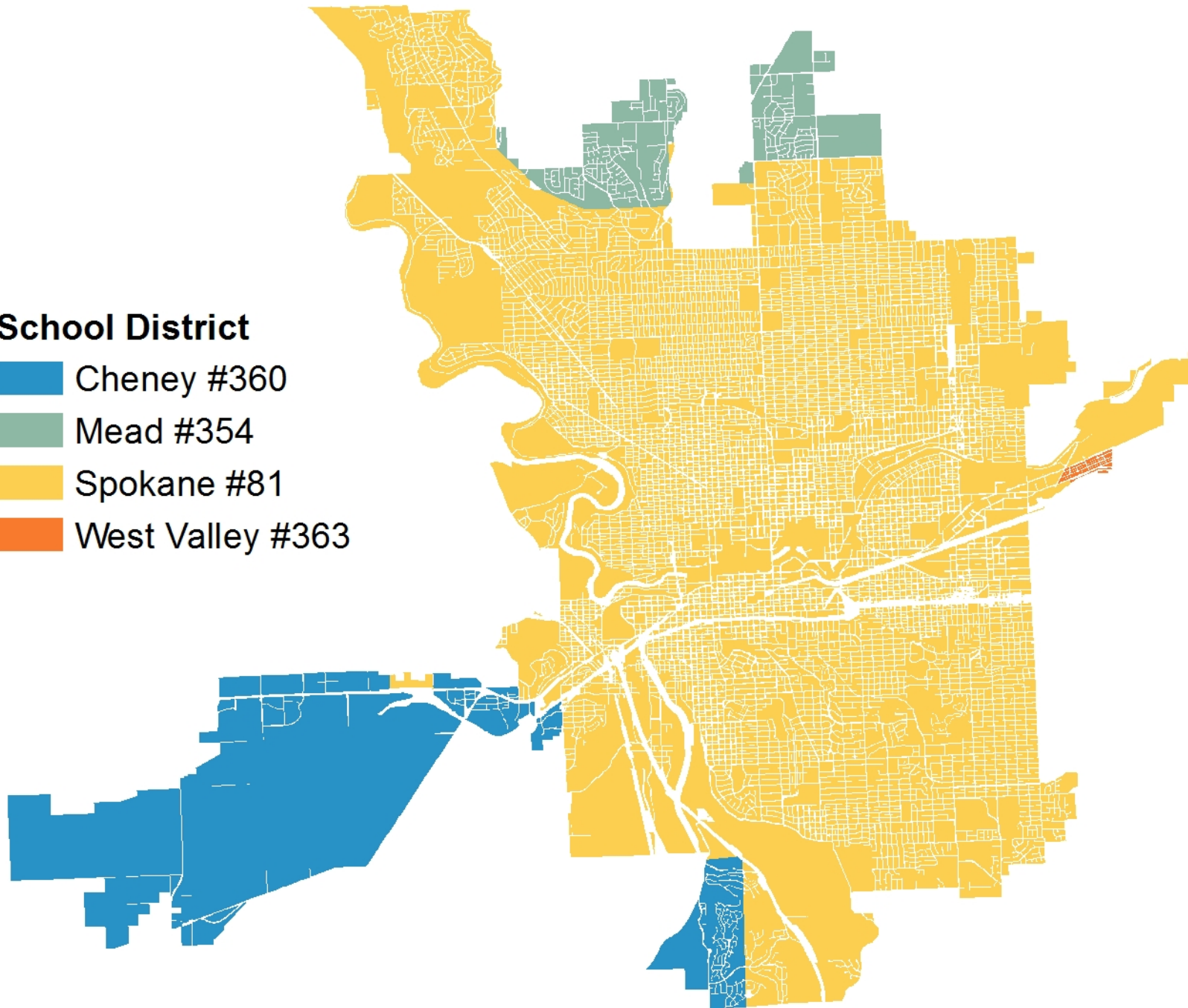
Impact

- For the City of Spokane, a mil rate of \$0.50 could generate \$9M annually. This could support a bond measure of \$125M*

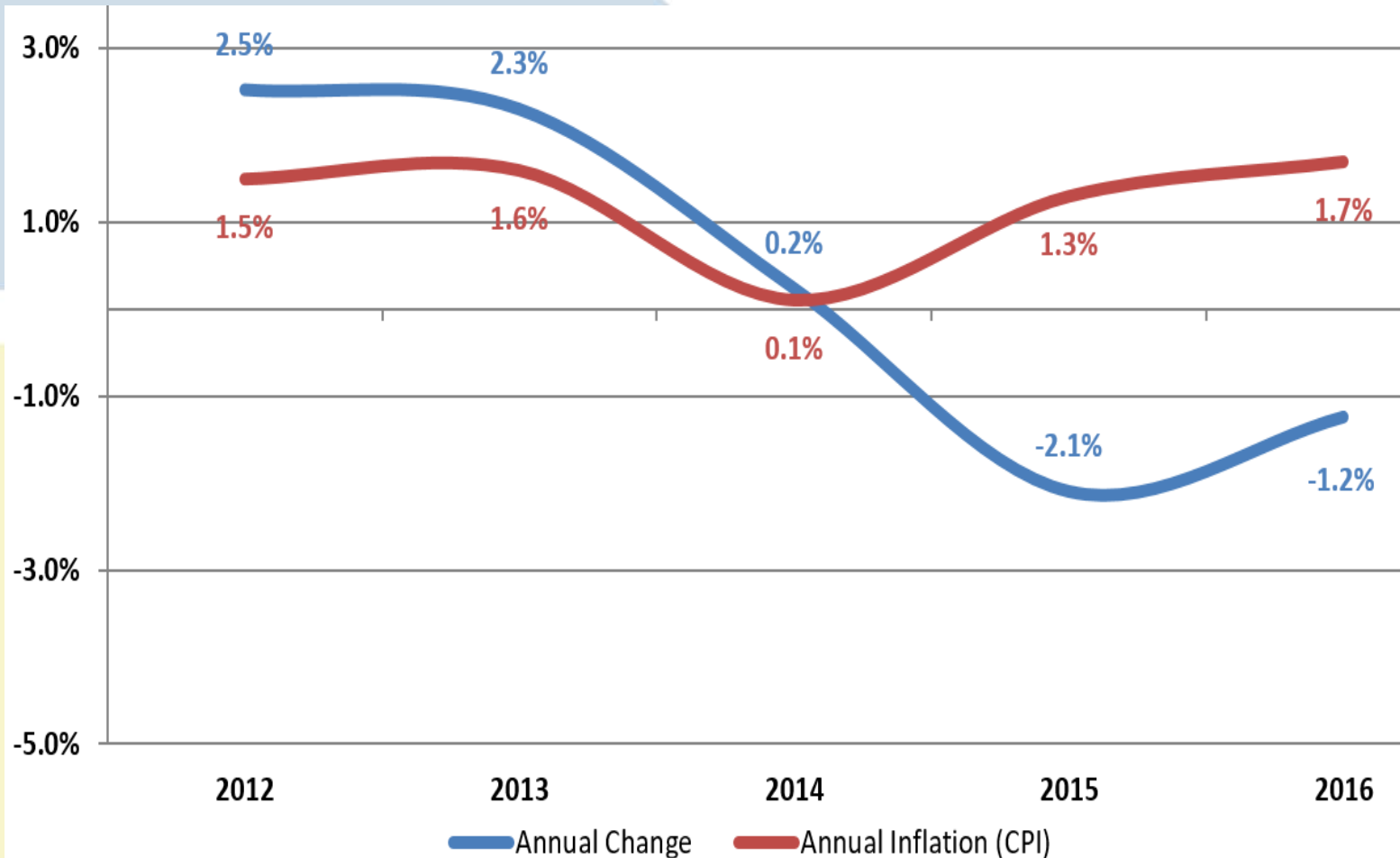
*20-year term at 4% interest.

School District

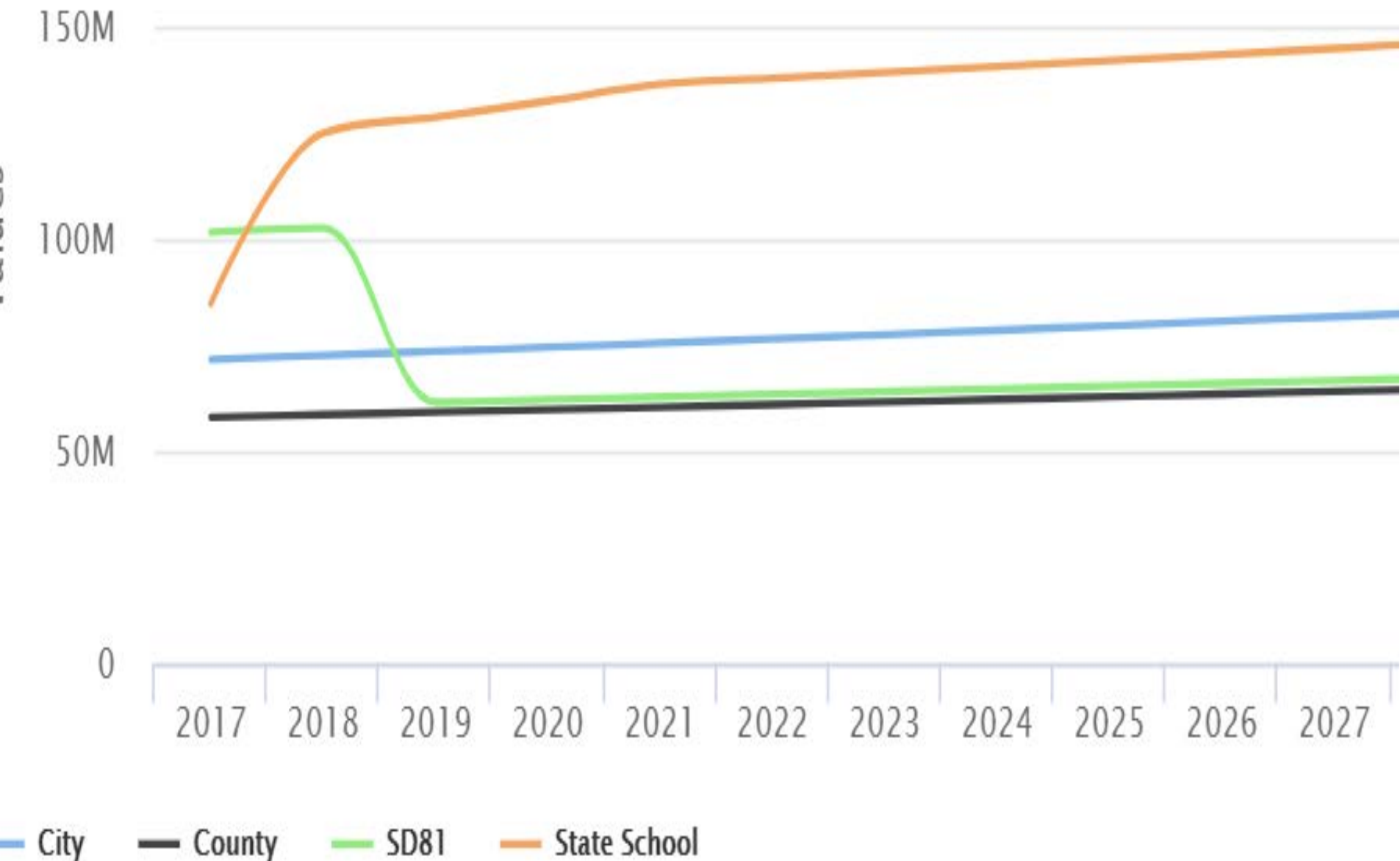
- Cheney #360
- Mead #354
- Spokane #81
- West Valley #363



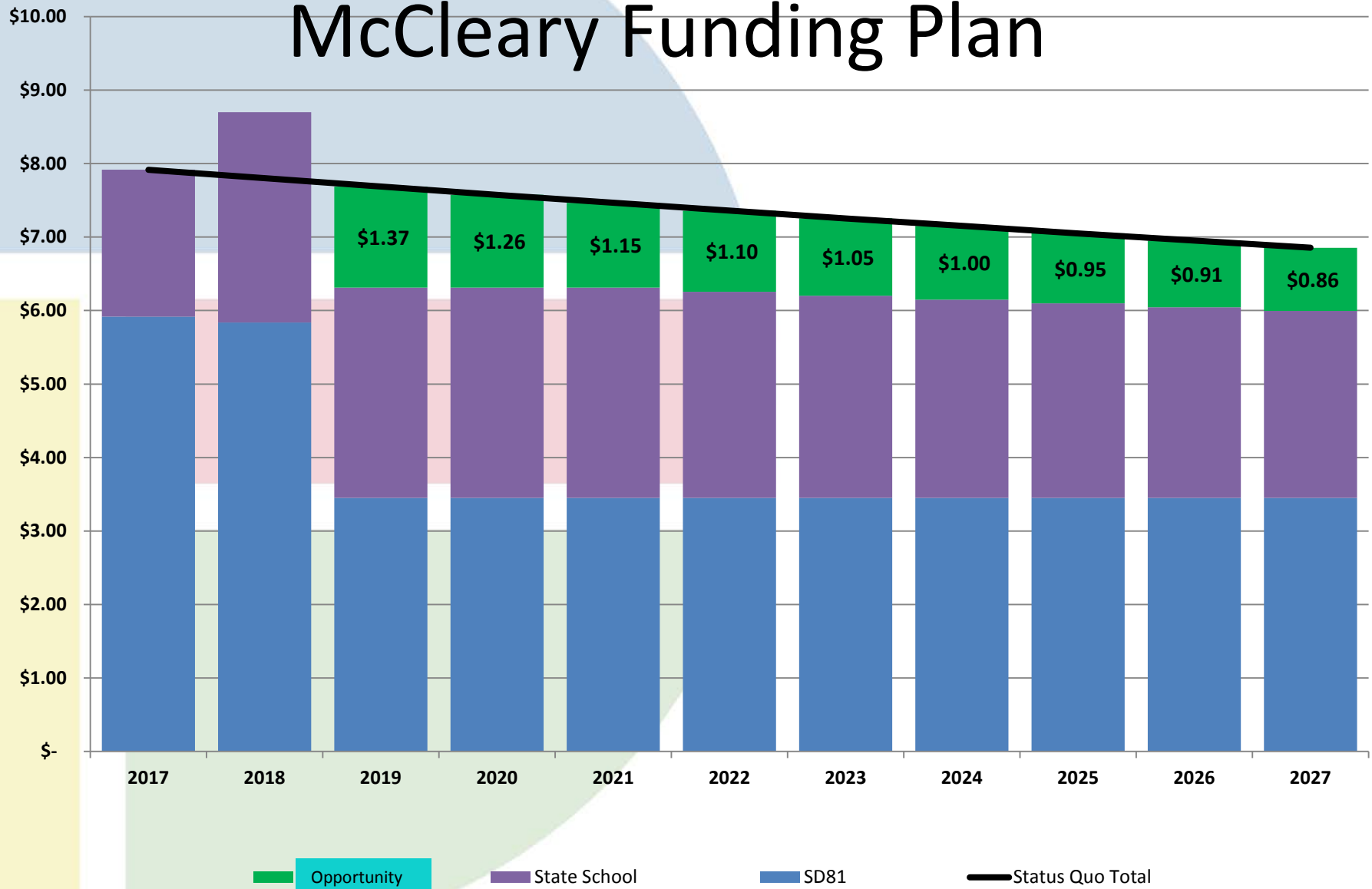
City's Change in Mil Rates vs. Inflation



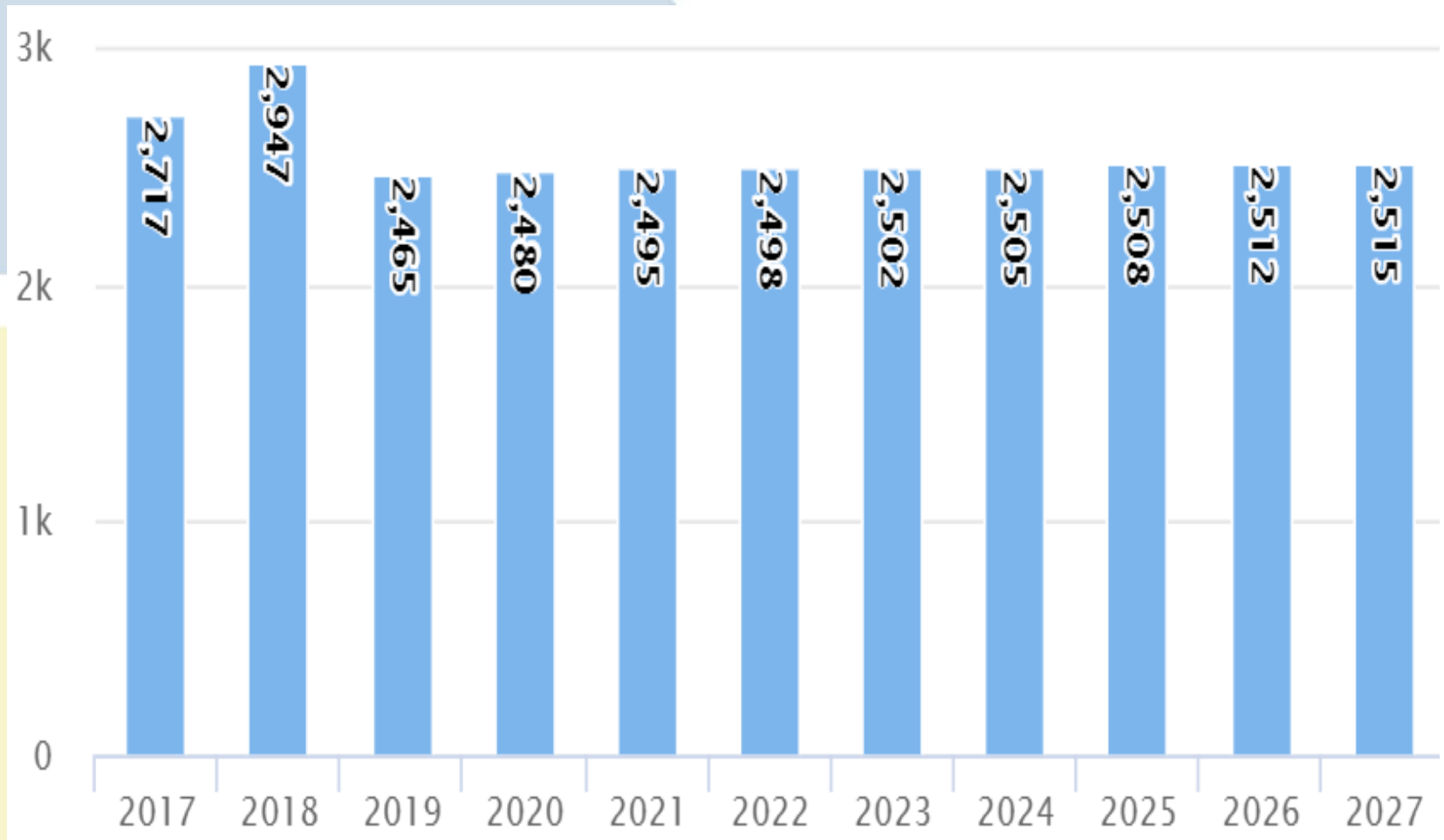
City's Projected Property Tax Levies



Mil Rate Opportunity from McCleary Funding Plan

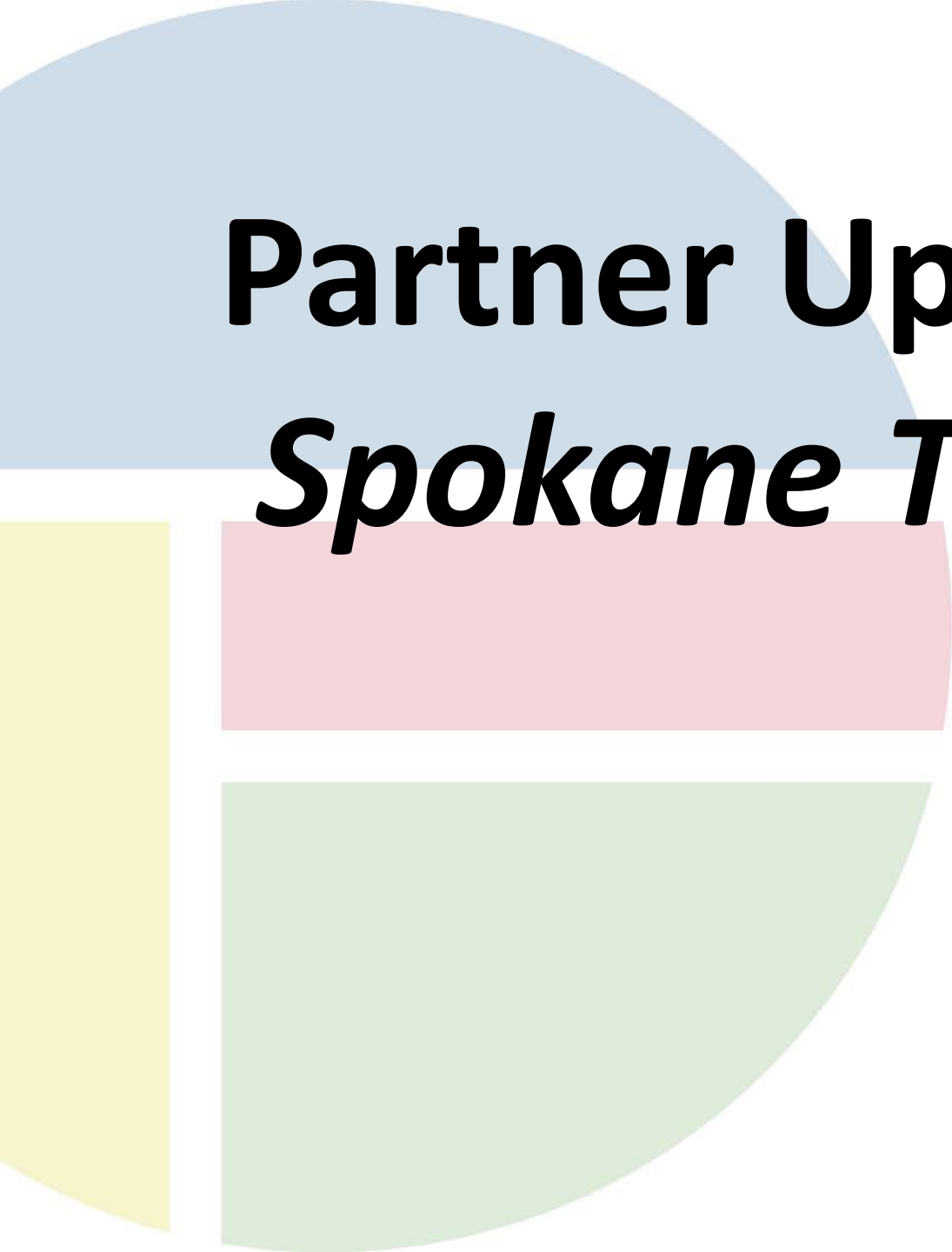


Projected Property Tax on \$200k Home



Summary

- By 2019, basic education will be adequately funded and districts can elect for local enhancement levies capped at \$1.50
- Certain jurisdictions will have an unprecedented opportunity to take advantage of created capacity to make investments, without raising taxes over the 2017 levels



Partner Updates: *Spokane Transit*



SPOKANE TRANSIT

Regional Partner in Transportation and Economic Development





ANSWERING THE REGION'S GROWING NEED

**CONNECT
PEOPLE TO
SERVICES**

**CONNECT
WORKERS TO
JOBS**

**PARTNER IN
ADVANCING
REGIONAL
ECONOMIC
DEVELOPMENT**

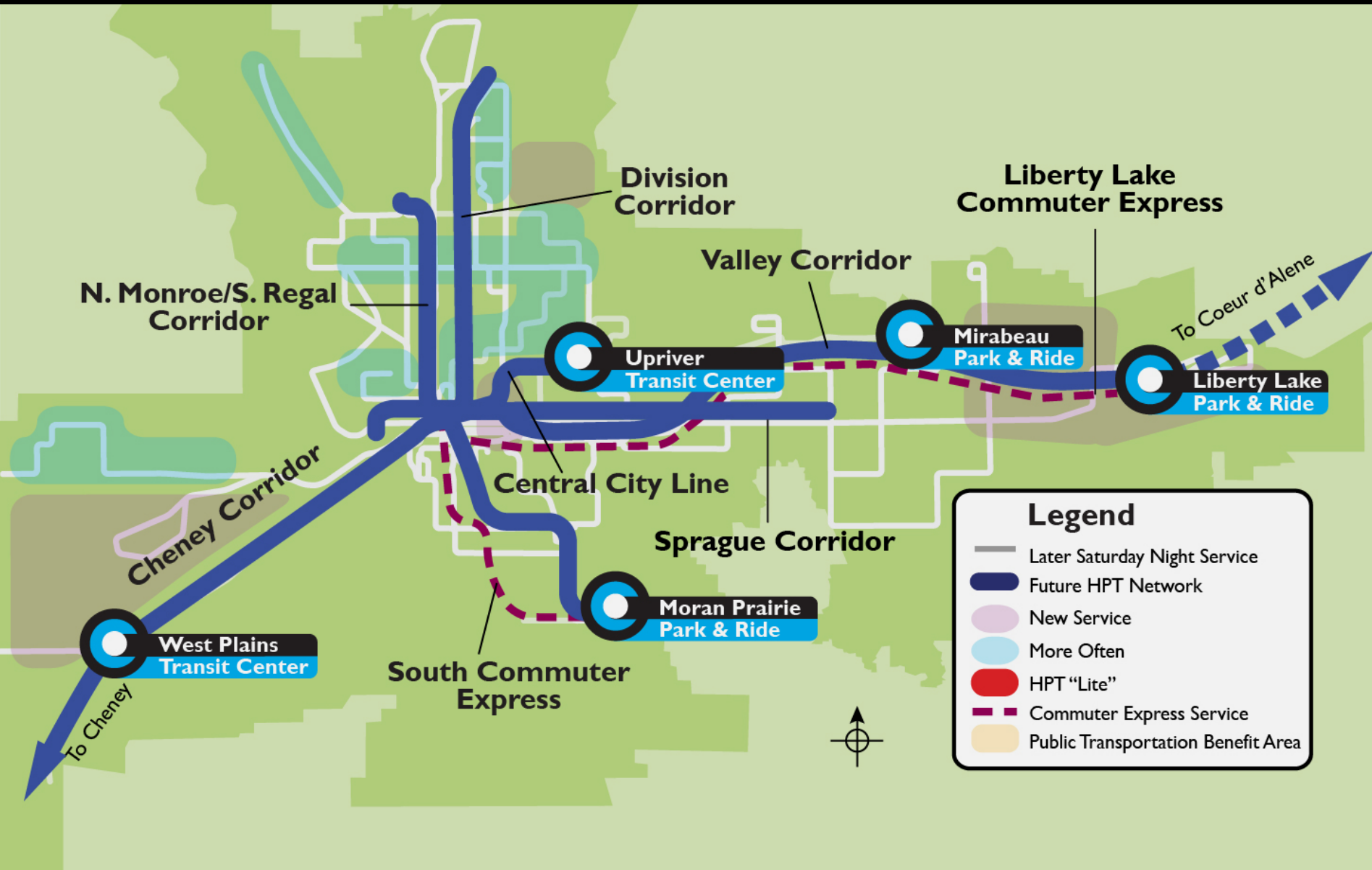
A woman with dark curly hair, wearing glasses and a black top, is looking up at a transit sign. Her right arm is raised, pointing towards the sign. The background is a blurred city street with buildings and other people.

STA MOVING FORWARD HIGHLIGHTS

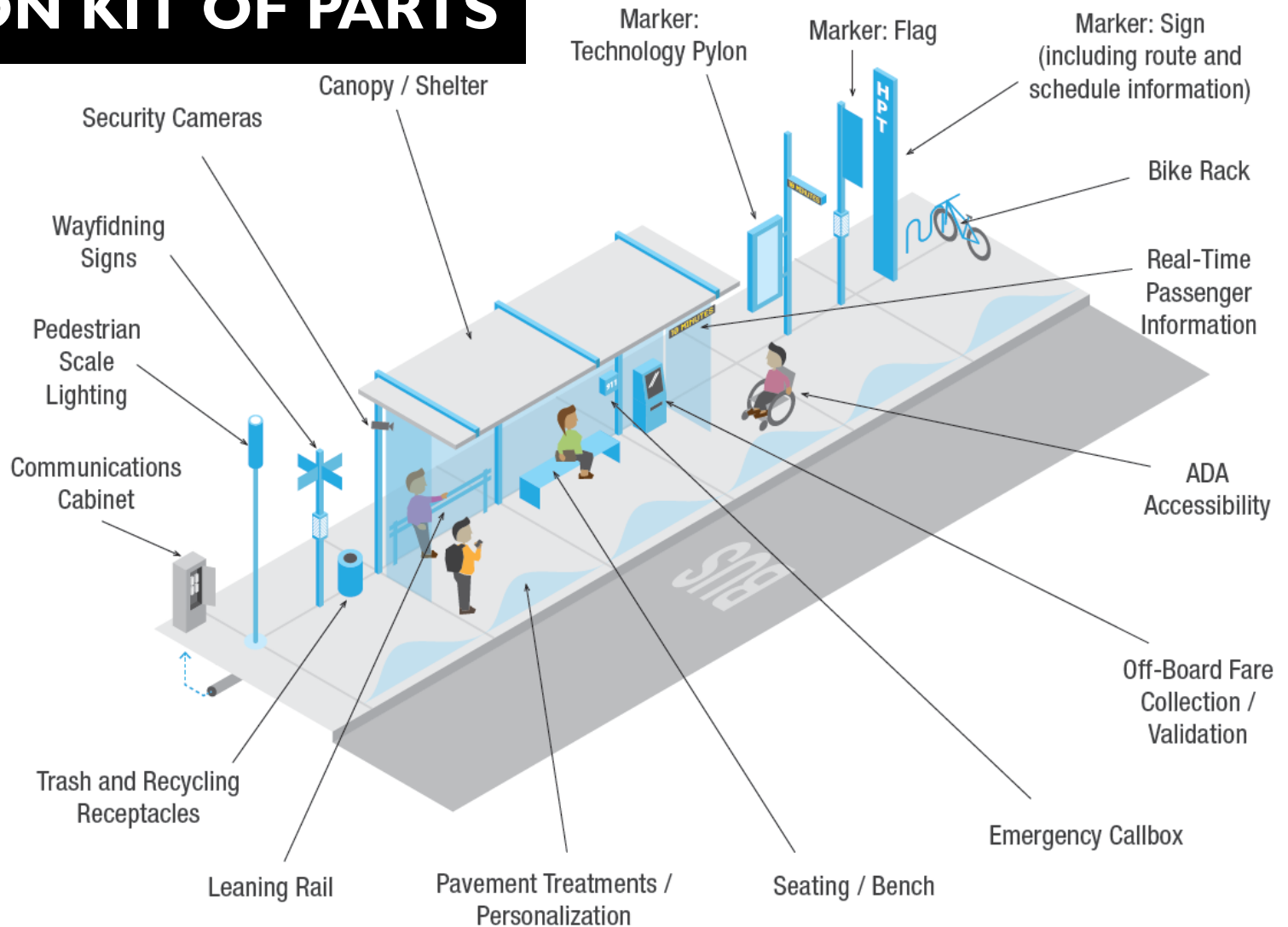
More than 25 projects will be completed, including:

- Extended Saturday evening bus service
- Direct bus service
- Non-stop bus service
- Corridor-based Bus Rapid Transit (Central City Line)
- Night and weekend bus service
- 4 new and expanded transit centers
- Bus and van replacements
- And more

CENTRAL CITY LINE – ESSENTIAL FOR THE ENTIRE PACKAGE OF INVESTMENTS

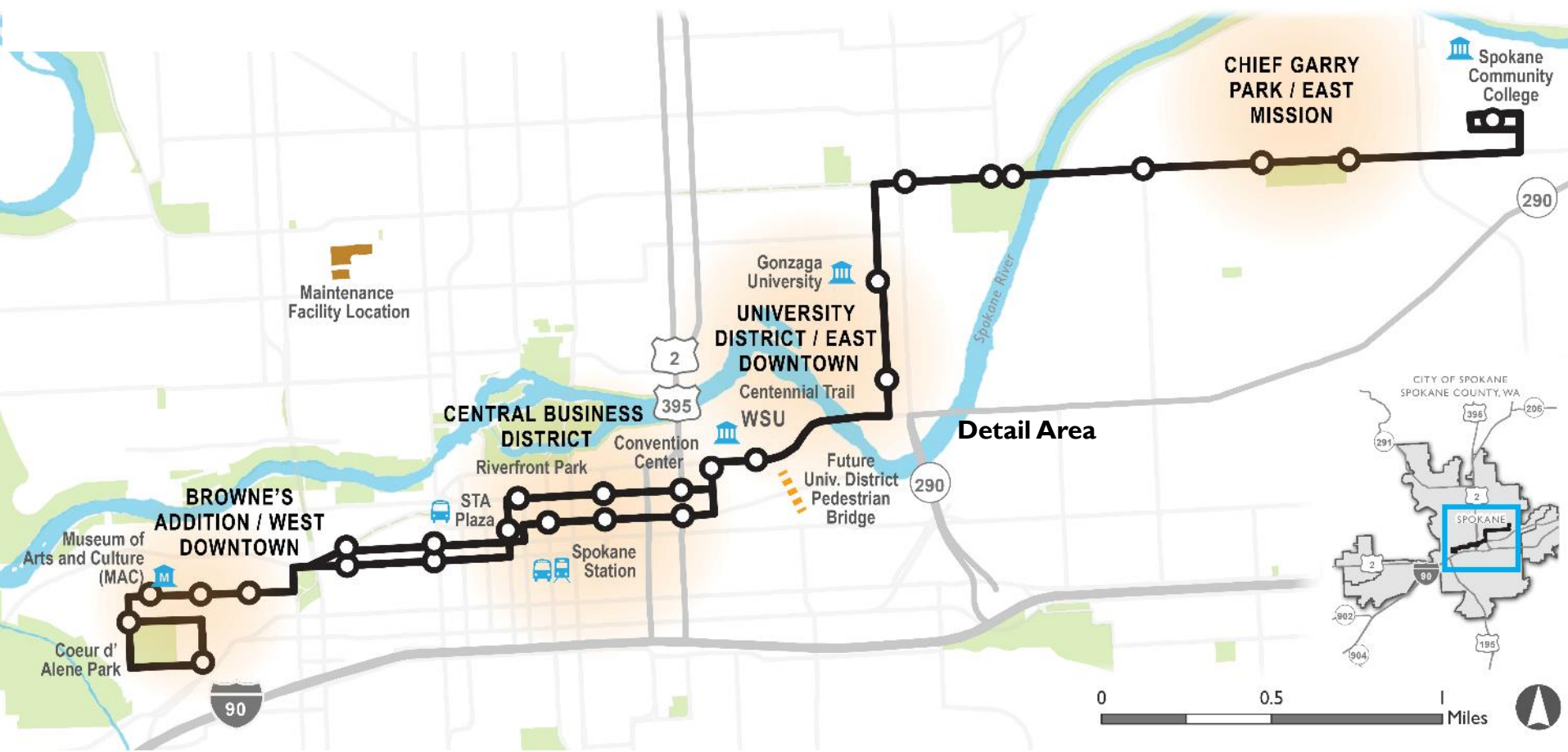


STATION KIT OF PARTS



NOTE: The above diagram is a schematic representation of the proposed amenities and does not depict the actual design of the station for each typology.

CENTRAL CITY LINE ROUTE



CENTRAL CITY LINE

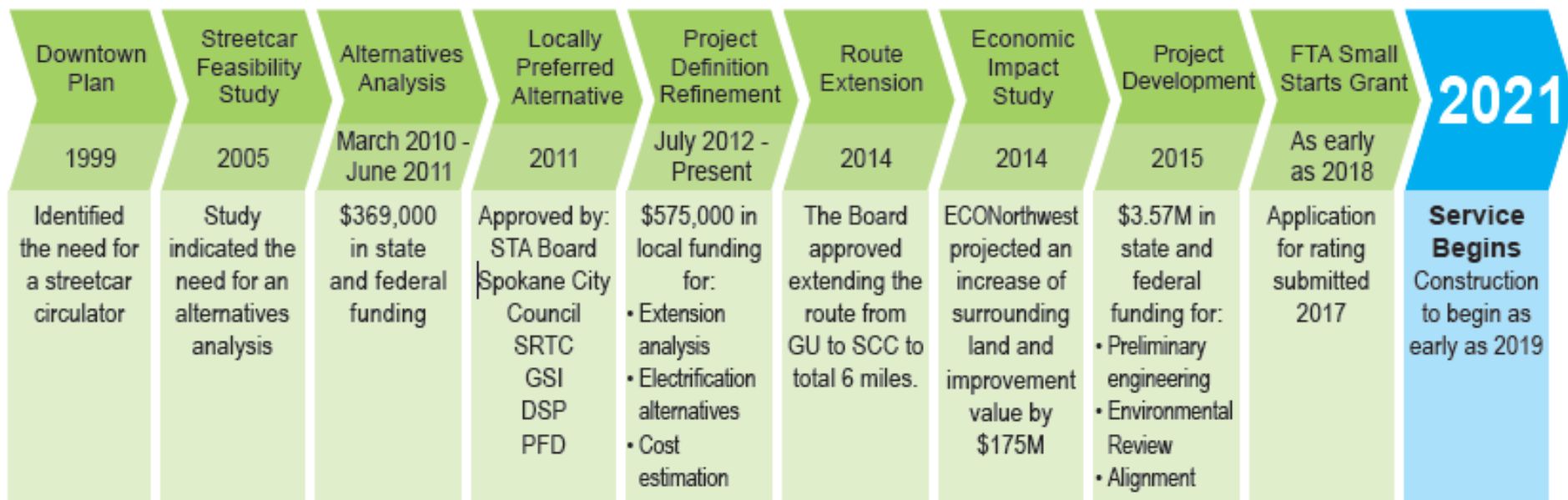
The Central City Line is a six mile Bus Rapid Transit route connecting Browne's Addition to Spokane Community College.



Image for illustrative purposes only

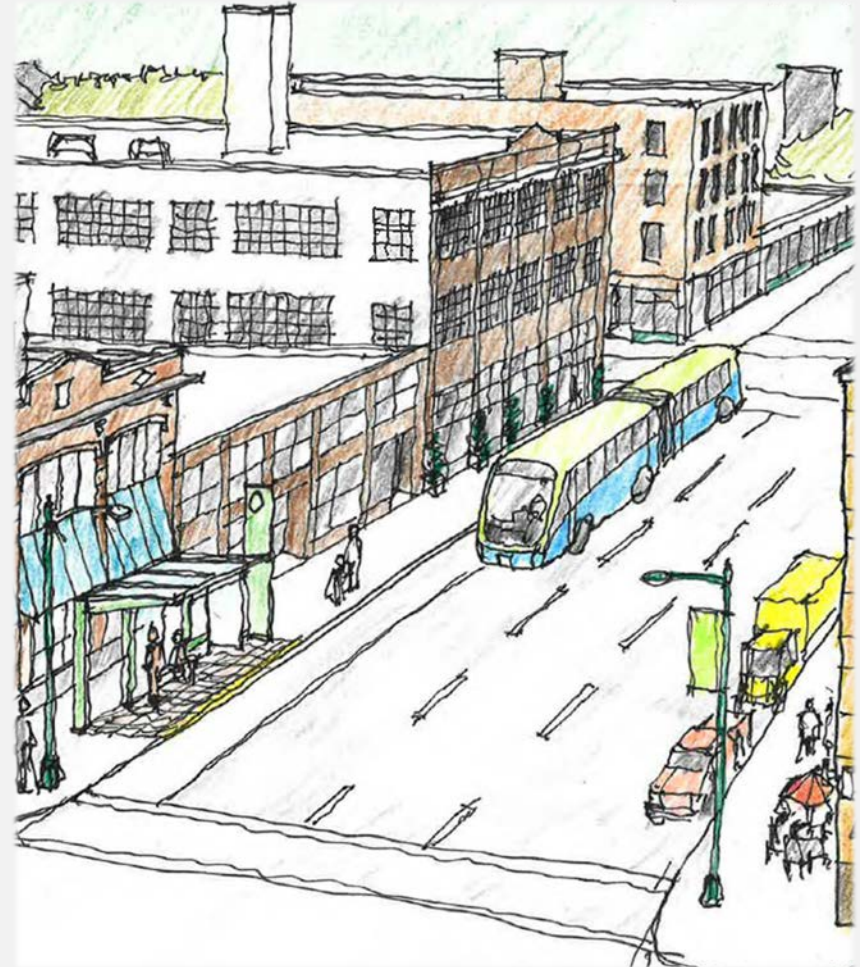
- A modern-style electric bus
- Over 1 million rides/year projected
- More frequent trips, pre-board ticketing, earlier and later service, level boarding, distinctive branding, transit signal priority
- Good for the environment

CENTRAL CITY LINE – PROJECT PHASES AND FUNDING RECEIVED



HIGH PERFORMANCE TRANSIT

- Combines infrastructure improvements with service improvements
- High Performance as judged by riders:
 - Frequent
 - Easy to use
 - Level boarding
 - Distinctive branding



Partners in improving multimodal transportation

- New shelters and station platforms enabled by Sprague Avenue TIP project
- Over 70,000 annual boardings will occur at improved stops
- Initial data suggests improved travel time for buses along corridor



New transit center supports job growth on West Plains



MOVING THE COMMUNITY FORWARD

URBAN EXPERIENCE COMMITTEE MEETING
AGENDA FOR
January 8, 2018
1:15 p.m. – City Council Briefing Center

The Spokane City Council's Urban Development Committee meeting will be held at **1:15 p.m. on January 8, 2018** in City Council Briefing Center –Lower Level City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington.

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 meeting will be open to the public, with the possibility of moving or reconvening into executive session only with the members of the City Council and the appropriate staff. No legislative action will be taken. No public testimony will be taken and discussion will be limited to appropriate officials and staff.

AGENDA

I. Call to Order

II. Approval of Minutes

III. Consent Items

- Minor Roadway Widening during 2019 Indian Trail Street Maintenance Project – Inga Note
- Downtown Parking Strategy Plan Contract – Heather Trautman
- U-District Parking Inventory Contract – Heather Trautman
- Mobile Pay by Phone and Permitting Contract – Heather Trautman
- Site Lease Acknowledgement contract amendment with American Tower Asset Sub, LLC – James Sakamoto
- GMP Amendment #5 to the NLT Contract – Kara Heatherly
- Infill Code Revisions – Nathan Gwinn
- On Call Surveying Consultants – Dan Buller
- On Call Geotechnical Engineering Consultants – Dan Buller
- Addition of Funds for Greg Kane Legal Contract for W/C – Chris Cavanaugh

IV. Discussion Items

A. Council Requests

- Parking Structures Discussion – Council President Stuckart (30 minutes)
- Public Development Authority
 1. PDA Strategic Investment (Streets & Utilities) Prioritization
 2. South University District Land

B. Staff Requests

- Otis Hotel Project of Citywide Significance – Andrew Worlock (5 minutes)
- Sign Code Amendment Ordinance – Lisa Key (could be a consent item if CP Stuckart is okay with that)

C. Business Reports

V. Strategic Plan Session

- A. Urban Development: Initiative & Project Updates:
- B. Urban Development: Partner Updates & Reporting
 - University District PDA – Lars Gilberts, CEO
 - West Plains PDA – Boris Borisov
 - DSP/BID – Mark Richards, CEO
- C. Urban Development Performance Measure Update - Cooley
- D. Economic Update - Cooley

VI. Adjournment:

Next Urban Development Committee meeting will be on Monday, February 12, 2018.

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 also is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) 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 Human Resources at 509.625.6363, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or msteinolfson@spokanecity.org. Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

Briefing Paper

Urban Development Committee

Division & Department:	Neighborhood & Business Services - Planning
Subject:	Infill Code Revisions - Cottage Housing, Pocket Residential
Date:	12/28/2017
Author (email & phone):	Nathan Gwinn ngwinn@spokanecity.org 625-6893
City Council Sponsor:	CP Stuckart
Executive Sponsor:	Lisa Key
Committee(s) Impacted:	Urban Development
Type of Agenda item:	☒ Consent ☐ Discussion ☐ Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	Comprehensive Plan Policies LU 2.1, 2.2, 3.1, 3.2, 3.6, 5.5, 7.1; TR 18; H 1.10, H 1.18; DP 2.12; and PRS 1.4 City Council Resolution No. 2016-94
Strategic Initiative:	Available Housing, Economic Growth, Grow Targeted Areas
Deadline:	
Outcome: (deliverables, delivery duties, milestones to meet)	Updated development code that will create opportunities to realize densities envisioned in Comprehensive Plan, streamline the process for infill development, expand opportunities for homeownership, and make infill more compatible with surrounding neighborhoods.
Background/History: - On November 21, 2016, City Council passed Res. 2016-94 recognizing the Infill Development Steering Committee Summary Report and Recommendation as a guide for future program development and potential regulatory implementation measures. - On June 30, 2017, City staff provided a progress update on implementation of the recommendations at a joint meeting of the steering committee and Mayor's Housing Quality Task Force. Subcommittee members stressed importance of the code revisions at the meeting. - From September through December 2017, the Planning Department and City Plan Commission prepared and revised draft regulations to implement the portions of the Steering Committee's report that recommended changing existing code provisions for infill development and cottage housing, pocket residential, and compact lot standards. - After a public hearing December 13, 2017, the Plan Commission voted 8-1 to recommend approval of draft regulations with a minor change to the proposal related to not requiring community buildings in certain types of cottage housing developments with smaller housing units. The Plan Commission's recommended draft and other information can be found on the project webpage: my.spokanecity.org/projects/infill-housing-strategies-infill-development/ - Staff briefed Council at study session on December 14, 2017, and subsequently met with individual Council Members who were not present at the study session.	
Executive Summary: - Amendments to the cottage housing, pocket residential, and compact lot standards were recommended by the infill development steering committee in 2016 as priority code revisions to allow additional infill development. The draft before the Council today includes amendments to Spokane Municipal Code Chapters 17A.020, 17C.110, 17C.230, and 17G.080. - The amendments enable some sites in the Residential Single-family (RSF) zone to be developed with additional units, by allowing different subdivision arrangements for new lots in smaller developments that allow frontage on shared driveways, or private access, rather than on a public street. However, the number of housing units per lot and density ranges permitted comply with the level designated by the Comprehensive Plan and its density bonus provisions.	

- *Changes to design standards and guidelines are proposed to make projects more responsive to surrounding development and to streamline their application in review of projects.*
- *The Development Services Center staff are working on standards for driveways, private access, and utilities to better accommodate this type of development.*

Budget Impact:

Approved in current year budget? ☐ Yes ☐ No

Annual/Reoccurring expenditure? ☐ Yes ☐ No

If new, specify funding source:

Other budget impacts: (revenue generating, match requirements, etc.)

Operations Impact:

Consistent with current operations/policy? ☒ Yes ☐ No

Requires change in current operations/policy? ☐ Yes ☒ No

Specify changes required:

Known challenges/barriers:

DRAFT

Briefing Paper

Urban Development Committee

Division & Department:	Planning and Development Department, NBS Division
Subject:	Otis Hotel Project of Citywide Significance Incentive Recommendation
Date:	January 8, 2018
Author (email & phone):	Andrew Worlock (aworlock@spokanecity.org ; 625-6991)
City Council Sponsor:	Ben Stuckart, Council President
Executive Sponsor:	Gavin Cooley, CFO
Committee(s) Impacted:	Urban Development
Type of Agenda item:	X Consent ☐ Discussion ☐ Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	The project is aligned to the Strategic Plan (Encouraging Private Investment: Partnering with large investors to support catalytic development projects); the City's adopted Economic Development Strategy (Council Resolutions 2015-0084 and 2015-0101) and the Projects of Citywide Significance Incentive Policy (Council Resolution 2016-0036; ADMIN 0650-16-02)
Strategic Initiative:	Economic Growth
Deadline:	NA
Outcome: (deliverables, delivery duties, milestones to meet)	Reimbursement agreement between City of Spokane and project sponsor to document the City's agreement to participate in the cost of financing public improvements and/or to waive or provide credits against certain development fees related to the Otis Hotel redevelopment. The cities' participation will encourage private investment in the project and result in both direct and indirect public benefits.
Background/History: The Otis Hotel is an historically significant five story brick building located in the West End area of Downtown Spokane at 110 S. Madison Street. Originally constructed in 1910 as a single room occupancy hotel, the building has been vacant for the last 10 years and has suffered from deferred maintenance and vandalism. The applicant, Curtis Rystadt (via 110 S. Madison Realty, LLC) acquired the property on June 27, 2017 and is renovating the building to establish a new 112 room boutique hotel with approximately 8,000 square feet of retail/service uses including a casual dining restaurant/brewpub. The project improvement costs are estimated to be \$7,000,000. The applicant is pursuing historic designation and is expected to utilize the local Historic Preservation Special Valuation incentive which could provide approximately \$760,300 of savings over the ten years the property will be enrolled in the program and receive the special valuation incentive. The project is also eligible for General Facility Charge (GFC) waivers and the Urban Utility Installation incentive and the applicant has been encouraged to pursue CDBG funding for economic development through the CHHS Department.	
Executive Summary: <i>The project has been evaluated in accordance with the Projects of Citywide Significance Incentive policy and has been found to be eligible for an incentive award based on the significant public benefits that will result from the project as outlined in the attached staff report.</i> <i>The Project Review Committee recommends the City participate in the cost of eligible public improvements related to the project in the amount of \$83,240. Funding will be provided from the Financial Partnership Portfolio Fund.</i> <i>A Reimbursement Agreement will be prepared to document the City's participation and will be brought forward to Council approval as a consent agenda item (contract) at a later date.</i>	
Budget Impact: \$83,240.00	

Approved in current year budget? ☒ Yes ☐ No
Annual/Reoccurring expenditure? ☐ Yes ☒ No
If new, specify funding source: Financial Partnership Portfolio Fund, SMC 07.08.150
Other budget impacts: (revenue generating, match requirements, etc.)

Operations Impact:

Consistent with current operations/policy? ☒ Yes ☐ No
Requires change in current operations/policy? ☐ Yes ☒ No

Specify changes required:

Known challenges/barriers:

Otis Hotel

PROJECT REVIEW COMMITTEE RECOMMENDATION

Evaluation Matrix Score: 57

Incentive Value: \$83,240

Pursuant to the Projects of Citywide Significance Incentive Policy, the Project Review Committee, hereby:

☒ Accepts and concurs with the staff recommendations, evaluation matrix score and determination of financial incentive value, and adopts these recommendations as our own findings for the reasons stated.

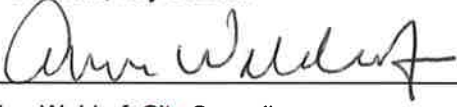
☐ Accepts and concurs with the staff recommendations, evaluation matrix score and determination of financial incentive value, and adopts these recommendations as our own findings for the reasons stated, with the following modifications:

Project Review Committee Members:


Ben Stuckart, City Council President

Date:

12/8/17


Amber Waldref, City Council

Date:

12/8/17


Rick Romero, Office of the Mayor

Date:

12/8/17


Jonathan Mallahan, Director
Neighborhood and Business Services Division

Date:

12/8/17

cc: Lisa Key, Director, Planning & Development
Applicant

Otis Hotel

Projects of Citywide Significance

Staff Report and Recommendation

December 3, 2017



Staff

Andrew Worlock
Planning & Development Services
Economic Development Section

Applicant

Curtis Rystadt
Hos and Boz, LLC
4426 SW Hillside Dr.
Portland, OR 97221

Introduction

The City of Spokane's Projects of Citywide Significance program is designed to help incent and encourage significant private development projects that add lasting value to the City and achieve measurable positive impacts by bringing new livable wage jobs, generating tax revenue, and advancing the community's visions. The program was created by Spokane City Council, Resolution 2015-0101 and follows the Projects of Citywide Significance Incentive Policy administrative procedures contained within City of Spokane Administrative Policy and Procedure, Admin 0650-16-02.

Project Description

The Otis Hotel is being redeveloped into a 112 room boutique hotel with approximately 8,000 square feet of retail/service uses on the main floor. Please see applicant's submittal information for more details.

Location & Context

The Otis Hotel Building is located in the West End area of Downtown Spokane at 110 S. Madison Street, the southwest corner of the Madison Street and 1st Avenue intersection. Originally built in 1910 as a single-room occupancy (SRO) hotel, the five story brick building is historically significant and is eligible for listing on the local and national historic registers. The building has been vacant for the last 10 years through which time it has suffered from long deferred maintenance, vandalism and continued deterioration problems. Through the 1990's, the West End of downtown had a reputation as unsafe, plagued by criminal activity mostly centered around alcohol, substance abuse and prostitution. While that reputation has largely fallen away with the reinvestment that has occurred in the area since then, the vacant Otis Hotel building anchors a small group of properties in the "West End" of downtown that have continued to languish while other properties in the area have been renovated and returned to productive use. Renovation of the Otis Hotel is seen as key to the continued revitalization of this area turning a blighted liability into an asset, providing jobs and increasing tax revenue.

Other Incentive Awards or Programs Available to the Project

The Otis Hotel, by virtue of its historic significance and location in Downtown Spokane Target Investment Area is eligible for and likely to receive City incentives in addition to the Projects of Citywide Incentive. The following provides a summary of these incentives. Where known, actual values are used. Otherwise staff has used the best available information to estimate the value of the incentives to the project.

- **Historic Preservation Special Valuation:** **\$760,300** (estimate)
10 year property tax abatement value based on value of qualified improvements. (For this project, the value is estimated @ 80% of \$7M improvements X 13.63/1000 levy rate X ten years).

If new connections are needed to City sewer or water mains, the project could also qualify for GFC waivers (waives system development charges for new sewer and water connections), Urban Utility Installation program (financial assistance for up to \$40K for new water or sewer service lines), and Historic Commercial Utility rate clarification policy (maintains commercial utility rate for buildings converted residential uses). The project is also eligible for CDBG funding assistance for infrastructure improvements (such as sidewalk repairs or similar improvements).

Financial Partnership Portfolio Evaluation Matrix

Project Based Incremental Revenue

This category measures the project's contribution to City revenue and potential return on investment. To receive any points in this category, a project must generate a three year total incremental revenue value of at least \$250,000. The three year total incremental revenue resulting from the project is estimated at \$232,403. Therefore, **0 points are awarded to the project in this category.**

Job Creation

The completed project is expected to create approximately 27 new positions, not including the retail or restaurant. Based on the wage information provided by the applicant in supplemental email, it is estimated that 30% of the jobs will pay more than 130% of median per capita income (equal or greater than \$31,200 annual salary or \$15/hour wages). Based on this, the job creation points (4 points for between 25 to 49 jobs) are multiplied by 3 (the living wage job creation multiplier when 20 – 39% of jobs meet the living wage standard) resulting in a **category score of 12 points.**

Comp Plan, Design and the Environment

The project qualifies under the following criteria:

• Transit Oriented Development	5 points
• Mixed Use Development	5 points
• Historic Preservation	5 points
• Adaptive Reuse	5 points
• Blight Removal	5 points

Total Category Score:

25 points

Industry Cluster Advancement

The proposed use is part of the tourism industry, an identified priority industry cluster. **The resulting category score is 10 points.**

Geographic Priority Areas

The project is located in the Downtown Target Incentive Area. **The resulting category score is 10 points.**

Special Considerations Bonus

None.

Total Project Matrix Score: 57 points.

Incentive Value Calculations

The project's total matrix score (57 points) and 3-year revenue return to the City (\$232,403) are used to calculate the incentive value for the project as shown in the Table II below. By scoring in the medium category (55 to 69 points) the project warrants a base incentive of **\$60,000** plus **10%** of the three year revenue (\$23,240) for a total incentive value of **\$83,240.**

Table II. Matrix Score

Values-Based Score	57
Revenue (3-Year)	\$ 232,403

Point Score:	Base Incentive	ROI Multiplier	ROI-Based Incentive	Total Incentive
85+	\$100,000	20%	\$46,481	\$146,481
70	\$80,000	15%	\$34,860	\$114,860
55	\$60,000	10%	\$23,240	\$83,240
40	\$40,000	5%	\$11,620	\$51,620
<40	\$0	0%	\$0	\$0

Recommendation

Staff finds that the project will provide significant public benefits as described in the application and supplemental materials and therefore as a project of Citywide Significance warrants the City's investment of \$83,240 towards public improvements pursuant to the Projects of Citywide Significance Incentive Policy.

Upon the Project Review Committee's final determination of project score and level of financial partnership eligibility, staff and the project proponent will prepare a development agreement setting forth the terms and conditions under which the financial incentive value will be applied to eligible public improvements costs related to the project.

The final development agreement will be forwarded to the Spokane City Council for approval and signature by the Mayor. The determination of financial incentive value and corresponding development agreement shall have no force or affect whatsoever unless and until the development agreement is approved by the Spokane City Council and signed by the Mayor.

Authority

**City of Spokane Administrative Policy and Procedure, Admin 0650-16-02
Projects of Citywide Significance Incentive Policy**

Section 5.0 Policy: Individual projects which include new investment and physical improvements to real property which equal or exceed \$5 million in value can provide significant City wide public benefits. Such public benefits include: bringing new living wage jobs to the community; generating new property, sales and utility tax revenues; improving the community through the advancement or implementation of existing community plans including the Comprehensive Plan and neighborhood plans; protecting or improving the environment and conserving natural and historic resources; advancing State and regional industry cluster growth and regional economic development plans; and investing in targeted investment areas such as downtown Spokane, identified centers and corridors and target investment areas identified in the City's Economic Development strategy. In order to provide for an equitable and transparent process for the use of financial incentives to encourage investments which provide significant public benefits to the City as described above, the Spokane City Council has adopted Resolution 2015-0101 which provides for an evaluation matrix allowing evaluation of a project's public benefits which are reasonably likely to accrue as a result of successful completion and intended operation of the project. The evaluation will be made using the standardized evaluation matrix attached as exhibit "A" hereto in accordance with the policies and procedures described herein.

Procedure

6.1 Application: Application for a financial incentive will be made on forms provided by the City of Spokane and shall contain all information and details required and necessary for a review of the project and evaluation of the public benefits associated thereto.

6.2 Determination of Qualification: Within 10 business days of receipt of a complete application, the Staff Technical Support Team will evaluate the application and make a determination that: the project is a qualified project with a public benefit and may be considered for a financial incentive; that additional information is needed to make the determination; or, that the project does not qualify for a financial incentive under this program. Such determination will be made in writing.

6.3 Evaluation of Qualified Projects: Qualified projects will be forwarded to the Project Review Committee for evaluation according to the evaluation matrix. The committee members will be provided copies of the application and any supplemental information provided by the applicant and a technical memorandum prepared by the Staff Technical Support Team. The report will include analysis of the project application and assessment of the public benefits that may result. Each project review committee member will use the application and technical memorandum to score the project against the evaluation matrix. The committee member's total scores will be summed and divided by the number of committee members providing a score to determine the project's average and final score.

6.4 Determination of Financial Incentive Value: The project's total score and other relevant data will be used to determine the financial incentive value based on the annually adopted project funding schedule and subject to availability of funds at the time of award. Determination of financial incentive value is not a guarantee of availability of funds or of an actual cash value of a project's eligible public improvement costs. Once a determination of financial incentive value is made, the determination and project score are final.

6.5 Development Agreement: Upon completion of the determination of financial incentive value, the project proponent and Staff Technical Support Team shall prepare a development agreement setting forth the terms and conditions under which the financial incentive value will be applied to eligible public improvements costs related to the project.

6.6 City Council Approval: The determination of financial incentive value and corresponding development agreement shall have no force or effect whatsoever unless and until the development agreement is approved by the Spokane City Council and signed by the Mayor.

Briefing Paper

Urban Development Committee

Division & Department:	Neighborhood & Business Services - Planning
Subject:	Sign Code Update and Sign Code Cleanup
Date:	January 8, 2018
Author (email & phone):	Amy Mullerleile (amullerleile@spokanecity.org ; 509-625-6194) Lisa Key (lkey@spokanecity.org ; 509-625-6187)
City Council Sponsor:	Amber Waldref
Executive Sponsor:	Lisa Key
Committee(s) Impacted:	Urban Development
Type of Agenda item:	☐ Consent ☒ Discussion ☐ Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	Comprehensive Plan Policy DP 2.17 Ordinance No. C35490 and C35555 U.S. Supreme Court Decision <i>Reed v. Gilbert</i> , 135 S. Ct. 2218, 192 L.Ed.2d 236 (2015)
Strategic Initiative:	
Deadline:	April 10, 2018
Outcome: (deliverables, delivery duties, milestones to meet)	Updated sign code that is compliant with federal law and consistent with current practices and other municipal code provisions.
Background/History: <i>Provide brief history e.g. this is the 3rd and final 5 year extension of the contract which was put in place in 2007.</i> - On April 10, 2017 City Council passed Ord. No. C35490 Imposing an immediate moratorium on the relocation of off-premises signs into areas having a center and corridor zoning designation or sites located in an historic district. - On May 22, 2017 a public hearing was held and the expiration was extended to November 22, 2017. - On October 9, 2017, the City Council passed Ord. No. C35555, extending the expiration of the moratorium to April 10, 2018. - In 2015 the U.S. Supreme Court issued a decision in the case of <i>Reed v. Town of Gilbert, AZ</i> providing new guidance on acceptable regulations on noncommercial signage. - City staff from the Development Services Center maintained a list of recommended updates and clarifications to the City's current sign code, in anticipation of the planned 2018 Sign Code amendment process, for ease of interpretation and administration of that code.	
Executive Summary: - In response to the events described above, planning and legal staff performed an audit on the existing sign code and presented proposed changes to a group of community stakeholders. - Over the course of 2 months the work group provided feedback on the proposed edits. - Additional outreach was conducted in the form of a website, digital open house, social media campaign, and outreach to targeted stakeholders. Several workshops were held with the City's Plan Commission. - The feedback received was incorporated into a draft that was presented to the Plan Commission and a public hearing was held on October 11. The Plan Commission unanimously recommended the adoption of the proposed changes by City Council. - Since the Plan Commission additional changes have been added to the draft as a result of	

feedback from the City Council and staff. Those changes are reflected in an errata table which has been attached.

- *As a result of the changes to the sign code there were other areas of the Spokane Municipal Code that needed to be updated to ensure consistency between chapters. These changes include incorporating sign specific definitions directly into the sign code chapter as well as correcting contradictory signage standards that currently exist for the same use.*
- *A public hearing was held on these housekeeping on December 13, 2017 and the Plan Commission unanimously recommended their adoption by City Council, with one minor recommended revision.*
- *Because these ordinances were heard by Plan Commission separately, we are bringing them forward to City Council as separate, but related ordinances.*

Budget Impact:

No budgetary impact

Approved in current year budget? ☒ Yes ☐ No

Annual/Reoccurring expenditure? ☐ Yes ☒ No

If new, specify funding source:

Other budget impacts: (revenue generating, match requirements, etc.)

Operations Impact:

Consistent with current operations/policy? ☒ Yes ☐ No

Requires change in current operations/policy? ☐ Yes ☒ No

Specify changes required:

Known challenges/barriers:

Briefing Paper

Urban Experience Committee

Division & Department:	Planning Services
Subject:	West Plains – Airport Area Public Development Authority (PDA) Update
Date:	January 8, 2018
Contact (email & phone):	Boris Borisov, bborisov@spokanecity.org , 625-6156
City Council Sponsor:	Ben Stuckart
Executive Sponsor:	Gavin Cooley
Committee(s) Impacted:	Urban Development
Type of Agenda item:	☐ Consent ☐ Discussion X Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	Strategic Key Advancement of: <u>Urban Experience – Strategies and Tactics:</u> • Grow targeted areas - Invest in key neighborhoods and business centers; especially PDA's • Marketing Spokane – Market Spokane's urban advantages and experiences to grow jobs and economic development • Public amenities - Invest in key public amenities and facilities • Regional collaboration – work collaboratively with regional partners <u>Innovative Infrastructure– Strategies and Tactics:</u> • Optimize public assets - Support smart use of public land and natural resources • Sustainability – Redefine sustainability and advance as a core principle • Resiliency - Promote resiliency and protect our natural environment, especially our water resources • Transportation Choices – Develop Spokane's transportation advantages • Affordable Services – Maintain affordable and predictable taxes and rates Strategic Outcomes: • Increased property values • Increased Livable wage jobs • Increase Social Capital • Increase Population Growth
Strategic Initiative:	Urban Experience, Innovative Infrastructure
Deadline:	Ongoing
Outcome: (deliverables, delivery duties, milestones to meet)	The WP-AA PDA will facilitate the acquisition, construction, development equipping, leasing, operation and maintenance of public benefit projects within the PDA boundaries.

Background/History: *The West Plains/Airport Area PDA is a partnership between the City of Spokane, Spokane County and Spokane International Airport. It includes the geographic areas of the airport plus some bordering property west, south and east of the airport. In total, the PDA encompasses 9,251 acres of public and private land. The PDA designation aligns resources and services to support targeted investments consistent with advancing the Airport Layout Plan and furthering aerospace supply-chain and other industrial development which are identified as areas for potential economic growth on the West Plains. The PDA is governed by a seven member Board.*

Executive Summary: This is an update on the activities/accomplishments of the WP-AA PDA from September 2017 – December 2017.

- Established meeting calendar
- Filled at-large board position vacancies (2 positions)
- Conducted Media Tour with Spokesman Review, Inlander and Journal of Business
- Developed Executive Director (ED) job description; currently advertising position
- Discussed several capital improvement projects and initiatives (once ED is hired a specific work program will be developed to guide these and other initiatives)
 - Transload Facility
 - Rail Extension Project
 - TIGER Grant Application
 - Stormwater Solutions
- Reviewed County and City Capital Projects within PDA Boundaries
- Developed and delivered site proposal to be included in GSI's Amazon HQ2 RFP response
- Actively working on several recruitment initiatives:
 - Boeing's New Midsize Airplane (NMA)
 - Fire Fighting Air Station
- Organizational Items: retained legal counsel, elected officers, opened bank account, collected partner financial contributions, explored office space and web domains

Budget Impact:

Approved in current year budget? X Yes ☐ No ☐ N/A
Annual/Reoccurring expenditure? X Yes ☐ No ☐ N/A - \$60,000 for three years
If new, specify funding source:
Other budget impacts: (revenue generating, match requirements, etc.)

Operations Impact:

Consistent with current operations/policy? X ☐ Yes ☐ No N/A
Requires change in current operations/policy? ☐ Yes X No ☐ N/A
Specify changes required:
Known challenges/barriers: