General Comments

Planning and Development
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The information contained within this document is intended to serve as a broad overview for the development and design standards which apply to most projects. Additional project-specific comments will be provided following your pre-development conference. Please note that these comments are not exhaustive, nor comprehensive and additional regulations may apply to your specific project(s).

Please be advised that these notes are non-binding and do not constitute permit review or approval. These comments are based on current development standards and are subject to change. Comments on critical items will be highlighted in **bold** text.

Building Comments (509-625-6114):

1. All project submittals shall be designed and regulated under the following codes:
   a. Washington State Codes and Amendments
   b. Spokane Municipal Code Construction Standards Title 17F
   c. 2021 ICC Code Suite: IBC, IRC, IFC, IMC, IFGC
   d. 2021 Washington State Energy Code
   e. 2021 UPC
   f. 2023 NEC
   g. 2017 A117.1 Standard for Accessibility
   h. Digital copies of these codes can be found at https://codes.iccsafe.org/codes/i-codes or Washington amended codes may be found here.
2. City of Spokane design criteria are identified in SMC 17F.040.105.
3. A building permit application is required for each project submittal. Separate building permit applications are required for each separate structure in multibuilding developments. Please visit the City of Spokane Development Services Center Commercial Permit Process website for permit applications and permit process information. All portions of the permit application must be completed, and the application signed at time of submittal.
4. A licensed Washington State contractor with a valid City Business license is required to be associated with all construction permits prior to permit issuance unless meeting a specific contractor exemption per RCW or SMC guidelines.
5. Where construction is anticipated to be performed in phases, a phasing plan will need to be submitted with the permit application material. Separate meetings may be scheduled prior to permit submittal to provide guidance on phasing operation allowances.
6. The full scope of a building project shall be reviewed under the building permit or project permit for a multi-building development. Once building permit or project permit approval is obtained, separate trade (mechanical, electrical, plumbing), solar, boiler, elevator, fence, sign, or associated permit applications may be submitted for issuance or additional plan review where required by associated permit type.
7. The building permit or project permit for a project shall include the job value for the full scope of work. Job value is defined as the cost of contractor bid, cost of materials and labor, or for an owner constructed project, the job value is defined as the 2x the cost of materials. Permit valuation tables and permit fee tables may be found here:
8. A full plan submittal is required for permitting. Plan submittal guides can be found here:
9. Construction plans are required to be designed and stamped by a licensed Washington State architect unless meeting a specific exemption identified in RCW 18.08.410. Construction plans must be drawn to scale and must provide sufficient detail to review and confirm all required code compliance regulations.
10. Mechanical, electrical, and plumbing plans or scoping plans are required at the time of permit submittal and depending on scope and complexity of the project may need to be designed by a licensed professional (Contractor, Architect, or Engineer).
11. Structural plans are required at time of permit submittal and depending on scope of project may need to be stamped by a licensed Washington State structural engineer in accordance with Chapter 16 of the IBC.

12. An architectural site plan is required for all construction projects that include a new building, building addition, site work, or the change of use of an existing building. The architectural site plan should include the location of all buildings on the project site/parcel along with building dimensions and fire separation distance dimensions for each building.
13. A geotechnical soils investigation report may be required per Chapter 18 of the IBC. A geotechnical investigation is also required where building on sites where native soils have been disturbed by previous building construction or demolition.
14. Third party Special Inspections will be required for project in accordance with Chapter 17 of the IBC. Where required a completed Special Inspections form is required prior to permit issuance.
15. All projects are required to comply with the Washington State Energy Code (WSEC) commercial or residential provisions as defined here. Full compliance documentation or a letter from a third-party review agent stating that energy code compliance review is under contract are required at the time of permit submittal.
    Where utilizing third-party review, a completed NREC disclosure form signed by the third party reviewing agent is required prior to permit issuance. The reviewing agent may be required to provide proof of current ICC Commercial Energy Plans Examiner (78) and Commercial Energy Inspector (77) or Commercial Energy Inspector/Plans Examiner with ASHRAE 90.1 (CE) Certificate.
    Construction plans should identify all required plan components needed to confirm energy code compliance.
16. The site and building must meet accessibility provisions of Chapter 11 of the IBC, Chapter 3 of the Existing Building Code and A117.1 Accessibility Standards. Construction plans shall contain sufficient detail to confirm all required accessibility compliance provisions.
17. EV charging is triggered with the construction of a new building and must meet the currently adopted provisions of WAC 51-50-0429. EV charging provisions are applied to all parking provided on site in conjunction with the construction of a new building.
    Construction plans should identify all required components needed to confirm EV charging system compliance.
18. SEPA environmental review may be triggered based on thresholds identified in SMC 17E.050.070. The SEPA application can be found here and if triggered must be submitted at the time of building permit submittal.
19. A separate Health Department review is required for building construction projects that have associated permit requirements through Spokane Regional Health Department. This includes food establishment permits, and commercial pool and spa facility permits.

Where triggered, it is the applicant's responsibility to submit their project to SRHD for permit review and approval. Verification of SRHD approval is required prior to building permit issuance.

20. Where fire resistance rated construction is required as part of the building design, confirmation of fire resistance rated construction components shall be provided in accordance with IBC Chapter 7 per one of the methods identified in IBC Section 703.2.

Planning Comments (509-625-6188):

1. Parking:
   a. Parking minimums do not apply within the City, however, any parking that is provided is required to meet all applicable standards found in SMC 17C.230. There are parking maximums that can be found in SMC 17C.230.120.
2. Landscaping:
   a. Landscaping is required in all zones. Site planting standards for specific zones can be found in SMC 17C.200.040.
   b. Irrigation requirements can be found in SMC 17C.200.100.
   c. A landscape plan is required for all projects providing new landscaping. If the site is larger than 7,000 square feet, the plan is required to be prepared and stamped by a licensed landscape architect, registered in the state of Washington.
   d. All perimeter and interior landscaped areas must have a continuous, cast-in-place, or extruded protective curb.
3. Refuse:
   a. In residential, commercial, center and corridor, downtown, light industrial, and planned industrial zones, all garbage collection, dumpsters, recycling areas, loading, and outdoor storage or activity areas (including but not limited to areas used to store raw materials, finished and partially finished products and wastes) shall be screened from view of persons on adjacent properties and properties that are located across a street or alley. (See development standards for mini-storage requirements.) Screening may be accomplished by any one of the following techniques or their equivalent:
      i. An L1 visual screen.
      ii. A six-foot high solid masonry wall or sight-obscuring fence five feet inside the property line with an L2 see-through buffer between the fence and the property line.
      iii. A five-foot tall earth berm planted with L3 open area landscaping.
      iv. Storage areas are not allowed within fifteen feet of a street lot line; and
      v. Screening shall comply with the clear view triangle requirements defined in SMC 17C.111.245(G) for Residential Zones, SMC 17C.120.310(E) for Commercial Zones, SMC 17C.122.135(E) for Center and Corridor Zones, SMC 17C.124.310(E) for Downtown Zones, and SMC 17C.130.310(E) for Industrial Zones. The director of engineering services may further limit the height of plantings, structures, and other site development features within the clear view triangle or may expand the size of the clear view triangle as conditions warrant.

Fire Comments (509-625-6186):

1. Townhouses with five or more dwelling units are required to be provided with residential fire sprinklers (NFPA 13D).
2. When required, NFPA 13D sprinklers are to be installed for single-family, duplexes, and townhouses.
3. When required, NFPA 13R sprinklers are to be installed for residential buildings up to and including four floors. Residential buildings exceeding four floors are required to be protected with NFPA 13 fire sprinklers.
4. When required, NFPA 13 sprinklers are to be installed for commercial buildings.
5. Where the highest occupied floor level is more than 30 feet above the lowest level of Fire Department access, Class I standpipes are required in each stairwell (IFC 905 amended by SMC 17F.080.030.B.11). Multiple standpipes in a building shall be connected to a common Fire Department connection (IFC 905 amended by SMC 17F.080.030.B.11) and no more than 150 feet from a fire hydrant along an acceptable path of travel (SMC 17F.080.310). A minimum of one outlet is required on the roof (IFC 905.4).
6. The standpipe outlet pressure at the roof manifold shall be at least 100 PSI provided by a building fire pump for buildings exceeding 55 feet in height above the lowest level of Fire Department access (IFC 905.2 amended with SMC 17F.080.480). The maximum capacity for fire supply is 100 PSI to a floor 55 feet above the lowest level of access, so an alternative power source would be required.
7. Buildings under construction that are required to have standpipes shall provide no less than one standpipe when the construction exceeds 40 feet. For buildings over 55 feet to occupied floors, standpipes are required to have the fire pump approved and operational prior to the construction of the floor that exceeds the 55 feet. Temporary pumps can be allowed with the approval of the Fire Code Official.
8. Fire sprinklers are required in all basements exceeding a gross area of one thousand five hundred square feet. Basements with a gross floor area of one thousand five hundred square feet or more and are provided with exits directly to the exterior at floor grade that are within travel distance of 75 feet of all points in the basement are not required to be provided with fire sprinklers. Basements can be separated with one hour fire rated construction so that the maximum combined total usable space is less than 1,500 square feet (17F.080.455). Maintenance access to the unoccupied space(s) is allowed by a 30-inch by 30-inch rated access panel. No storage is allowed in the unoccupied areas. Basements in buildings required to be provided with sprinklers will need to be sprinklered regardless of the size.
9. If a fire alarm system is required or provided, smoke detectors are required above the panel, power supplies, annunciator, and other panels associated with the fire alarm system.
10. If a fire sprinkler system is required or provided, central monitoring for the fire sprinkler system is required (IFC 903.4). At a minimum, there shall be a smoke detector, a manual pull station, and a notification device provided with the central monitoring fire alarm system (17F.080.110).
11. If the building exceeds 55 feet to the highest floor level from the lowest level of fire apparatus access, the building will need to meet the requirements of IFC Section 913.
12. If the building exceeds 75 feet to the highest floor level from the lowest level of fire apparatus access, the building will need to meet the requirements of IBC Section 403 and IFC Section 903.

13. For commercial residential buildings, smoke and carbon monoxide detection is required in sleeping areas. Note that low frequency alarm devices are required in all sleeping areas (including living rooms) as of March 15, 2024. Visual devices will need to be provided in all ADA A units and prewired for ADA B units.
14. For residential buildings, smoke and carbon monoxide alarms are required in sleeping areas.
15. Duct smoke detectors (if required) shall be wired to a supervisory zone only, not an alarm-initiating zone, as per Spokane Fire Department policy and as provided in the International Mechanical Code. The code requires duct detection only on return air.
16. The Fire Department requires annual operating permits for specific operations for buildings and sites in accordance with Section 105 of the Fire Code.
17. Where a commercial kitchen is provided with equipment that will produce grease vapors, a Class I kitchen hood is required and will be protected with a wet-chemical suppression system (IFC 606.2). In addition, a Class K fire extinguisher will be located no more than 30 feet from the area of grease cooking (IFC 906.1). The type of equipment that is considered to generate grease vapors is established by the International Mechanical Code.
18. Cannabis extraction will need to be reviewed and approved by the Fire Department when the medium of extraction used is flammable, combustible, or hazardous (CO2, butane, propane, for example).
19. Carbon dioxide systems are required to be reviewed and permitted with the Fire Department if the system has more than 100 pounds of CO2. A detection and alarm system may be required.
20. Fire extinguishers are required for A, B, E, F, H, I, M, R-1, R-2, R-3, and S occupancies in accordance with IFC 906 – Table 906.3(1).
21. Construction and demolition of the building shall be conducted in accordance with IFC Chapter 33 and NFPA 241. If phasing of the work is proposed, floor plans showing each phase, construction access points and paths. Plans showed the separation between the construction building occupant areas will be provided (if the building is occupied during construction). This requires an approved separation of one hour if one or both sides of the separate are not protected with fire sprinklers, and solid separation when both sides are protected with fire sprinklers. Plans will clearly show full-height physical separation and separate pathways for occupant ingress and egress without going through construction areas.
22. Address numbers or other approved signs are required to be provided on the building in a visible location (IFC 505).
23. If the building is equipped with a fire protection system, a Fire Department key box will be required (IFC 506).
24. If the building is not equipped with a fire protection system, a Fire Department key box is suggested for this building to facilitate easy access for emergency personnel. It is not required, but it is recommended.
25. Key boxes or key switches approved by the Fire Department are required for gates or similar barriers (IFC 506.1.1).
26. Critical materials are products that can contaminate the ground water of the aquifer. Critical materials can be hazardous or non-hazardous. An inventory of all critical materials is required to be submitted to the Building Department as part of the Building Permit Application (SMC 17G.010.150). A permit from the Fire Department may be required.

27. Secondary containment for critical materials may be required (depending upon the use/activity of the building) and could be as extensive as containment of the largest single storage container of critical materials and 20 minutes of fire sprinkler water (SMC 17E.010.095).
28. Where critical material containers have an individual capacity of more than 60 gallons, it is considered to be a tank (SMC 17E.010.210 and SMC 17E.010.420). A permit from the Fire Department is required.
29. Aboveground and underground fuel tanks are regulated and reviewed by the Spokane Fire Department. A separate permit application is required with the Fire Department for the tanks, piping, and dispensers. The installation will be in compliance with Spokane Municipal Code Section 17E.010 and the Fire Code and include appurtenances such as (but not limited to) spill containment, overfill protection, leak detection, and venting.
30. Where additional fire hydrants are required, they will need to be provided within 250 feet of all properties. This distance can be increased by 25% when the buildings are provided with NFPA 13R or NFPA 13R sprinklers. The distance can be increased by 50% when the buildings are provided with NFPA 13 sprinklers.
31. **Site fire flow (fire hydrants) is required to be maintained or installed and approved prior to delivery of building construction materials to the site (IFC 3312.1).**
32. Fire hydrant spacing for both residential and commercial buildings shall be no more than 500 feet apart (along an acceptable path of travel). Fire hydrants shall be within 500 feet of the property line for non-sprinklered buildings and 750 feet of the property line for fire sprinklered buildings (SMC 17F.080.030) along an acceptable path of travel from acceptable fire apparatus setup locations. Fire hydrants can be 1,000 feet apart in areas that are not developed, but additional fire hydrants will need to be provided when the site is developed.
33. For commercial buildings, fire hydrants are required to be along an acceptable path of travel within 400 feet from acceptable fire apparatus setup locations to all points around the building along an acceptable path of travel without fire sprinklers (IFC 507.5.1), and 600 feet for buildings fully protected with fire sprinklers (IFC 507.5.1, exception 2).
34. For International Residential Code buildings, fire hydrants are required within 600 feet of all points around the building from an acceptable fire apparatus setup location along an acceptable path of travel (IFC 507.5.1, exception 1).
35. Fire Department Connections for new fire sprinkler system installations shall be located no more than five hundred feet from a fire hydrant along an accessible path of travel unless approved by the Fire Code Official.
36. Fire Department Connections for new standpipes shall be located no more than one hundred feet from a fire hydrant along an accessible path of travel unless approved by the Fire Code Official.
37. Fire Department Connections will need to face or be visible from the street or from the main access road to the site.
38. Fire Department approved all-weather access must be provided to within 200 feet of any point around the outside of a building (IFC 503.1.1) along an acceptable path of travel from an approved fire apparatus setup location. For fully sprinklered buildings, this is extended to 240 feet (IFC 503.1.1, exception 1). Dead-end roads longer than 150 feet need approved fire apparatus turn-arounds (IFC 503.2.5). Fire apparatus turning radius is 50 feet external and 28 feet internal (SMC 17F.080.030.D.3).

Minimum height clearance is 13 feet-6 inches (IFC 503.2.1). Fire lanes will have a maximum slope of 10% (based on IFC 503.2.7). Minimum width for fire access is 20 feet, unobstructed (IFC 503.2.1). All weather surface roads are asphalt or concrete.

39. Fire aerial access lanes are limited to a maximum slope of 5%. Aerial access locations will be required to be shown on the plans.
40. Streets with a minimum clear width less than 26 feet are required to be provided with "No Parking" signs on both sides of the street. Streets with a width more than 26 feet to less than 32 feet shall be provided with "No Parking" signs on one side of the street. Spacing shall be in accordance with City Engineering standards.
41. Buildings exceeding 30 feet in height from grade plane to the eave of a pitched roof, intersection of the roof to the exterior wall, or the top of parapet walls, whichever is greater. will be required to have a fire aerial access lane of 26 feet wide along at least one full side of each building (IFC D105.2). The fire aerial lane is required to be a minimum of 15 feet and a maximum of 30 feet from the building along the full length of the side of the building. Where one full side cannot be met, a minimum of two aerial access points at least 50 feet apart can be considered.
42. Fire access for responders to the building and to all points around the building shall be a minimum of five feet clear width (four feet if the building has fire sprinklers). Where slopes require it, stairways will be required.
43. Single family and duplex residential developments that exceed 30 dwelling units on any single access road are required to have a second fire access road (IFC D107.1). Where all dwelling units are provided with fire sprinklers, the number of dwelling units on a single access road can exceed 30.
44. Multi-family developments with more than 200 dwelling units in which all structures are provided with automatic fire sprinklers are required to have a minimum of two fire access roads (IFC D106.1, exception). If all of the buildings in a multi-family development are not provided with fire sprinklers, the maximum number of dwelling units on a single fire access road is reduced to 100 (IFC D106.1).
45. Where more than one fire access road is required, the road access points will be separated by not less than one-half of the longest diagonal dimension of the site. Access roads from the site will need to have a compliant fire lane surface and width to accommodate fire apparatus to roads that meet the requirements for a fire access lane. Where allowed, the second access road can be obstructed by a gate that Is automatically operable to vehicles exiting the site with a Fire Department keybox to allow entry into the site.
46. Driveways used as fire lanes for single family and two-family dwellings that do not meet the required Fire Code distances to all points around the buildings can be reduced to an unobstructed width of 12 feet wide as long as there is a code compliant 50 feet radius turn-around cul-de-sac or approved hammerhead provided and maintained at all times.
47. **Fire lanes (not including parking areas unless parking aisle is used for fire access) will be constructed and approved with an all-weather surface (IFC 3311.1) and provided prior to the delivery of building construction materials to the site. The Fire Department defines all-weather surface as asphalt or concrete. If the project sitework is proposed to be phased, a plan will be required to be provided for each phase.** Phasing plans will need to be provided showing the access roads and fire hydrant locations for each phase.
48. The installation of security gates or barriers on fire access roads shall be approved by the Fire Department (IFC 503.6). If access to the site is required to comply with the

distances around the building, at least one access gate will be setback a minimum of 48 feet from the edge of pavement/curb line. Gate openings will be a minimum of 14 feet wide, and open gates will not obstruct access to structures.

49. Fire pits will be required to comply with IFC Section 308.1.10 (State amendment) to protect occupants from exposure to flames. The protective devices are required to be reviewed and approved by the Fire Department prior to use.

Traffic Comments (509-625-6089):

1. Some projects may require street or other frontage improvements based on the scope, existing conditions, and location of the project. See SMC 17H.010.040 for more information on triggers and requirements. All right-of-way improvements must be designed by a professional engineer licensed in the State of WA per City Design Standards and Standard Plans.
2. If on-site parking is present or proposed:
   a. All on-site parking and maneuvering areas must be hard surfaced and meet the development standards outlined in SMC 17C.230.140. Areas not properly surfaced for vehicular use must be blocked from vehicular access (fencing, landscaping, curbing, etc.) to discourage unauthorized use.
   b. It must comply with any applicable ADA standards. All accessible barrier free parking spaces and aisles must comply with the City of Spokane Standard Plan G-54 & G-80A for signing and striping. All barrier free spaces and aisles must be drawn and reference these standard plans and ***must be added as details on the plans***. An accessible route of travel **connecting to the nearest accessible entrances *and to the public sidewalk*** is required, with a marked accessible route of travel.
   c. Adding more impervious surface to your parcel may trigger additional stormwater considerations.
3. All provided on-site parking, landscaping, and on-site stormwater designs must be within the property lines and not in the public right-of-way.
4. A mutual use agreement is required for all shared uses such as access, parking, landscaping, stormwater designs, etc. to include operation and maintenance that must be recorded on all parcels sharing the uses.
5. Any work being performed in the right of way as part of a construction project will require a separate right-of-way obstruction permit.
6. Please provide a **dimensioned** site plan to include property lines, buildings and setbacks, utilities, and all site improvements including any adjacent right-of-way. Please dimension the parking stalls, accessible stalls and access aisles, travel lanes, and driveway approaches on the site plan.
7. Please add all existing and proposed street signage on the site and landscape plans to verify any conflicts. SMC 12.02.0203
8. Any new or modified driveway access locations must be reviewed and approved by City of Spokane. All unused driveway approaches must be removed and replaced with City Standard curb and sidewalks. SMC 17H.010.220
9. Adequate access and maneuvering for refuse/emergency vehicles is required per City Standards and must be maintained during construction.
10. Inland Northwest Regional Pavement Cut Policy will be applicable for any cuts needed in the public right-of-way. The current version of the policy is located here - https://my.spokanecity.org/business/bid-and-design/pavement-cut-policy/. A 'Pavement Age' layer is available on our public GIS map available here - http://maps.spokanecity.org/ to determine roadway tier.
11. Any on-site lighting must be confined to the site and must not spill into the public right-of-way.
12. Maintain clear view at intersections, alleys, and pedestrian ways. See SMC 17A.020.030 for definitions.

13. Per SMC 17D.075.040 - *"The City shall collect impact fees, based on the Impact Fee Schedule in SMC 17D.075.180 (updated annually) and Service Area Map in SMC 17D.075.190 or an independent fee calculation provided for in SMC 17D.075.050, from any applicant seeking development approval from the City."* Please detail all proposed and previous uses as well as any buildings being demolished based on the applicable unit of measure on the fee schedule, to calculate all impact fees and credits. The net fee is then assessed a 3% admin fee ($50 minimum - $1000 maximum). The Impact Fee must be paid with the other permit fees prior to issuance of the building permit.

Other Useful Links

- City of Spokane – Design Standards Chapter 3 – Streets, Alleys, Bikeways, and Sidewalks
- City of Spokane – Standard Plans Library
- Spokane Municipal Code – 17H.010 – Street Development Standards

Engineering Comments (509-625-6444):

1. Addressing for the project shall conform to SMC 17D.050A and be shown on the plans.
   a. Addressing of the building(s) shall reflect the most prominent entrance of the building.
   b. Addresses shall be displayed on all new and existing buildings as per SMC 17D.050A.140 – Display of Address
   c. If applicable, unit addresses need to be included on the plan and shall conform to SMC 17D.050A.120 – Multiple Units.
   d. If assistance for addressing is needed, please contact the Addressing Team at addressing@spokanecity.org. Please include a site and floor plans, if applicable, to facilitate a quality response.
2. Side sewer stubs shall be a minimum of four-inch diameter for single family residences and duplexes and six-inch diameter for all other uses including multi-family housing, have a minimum slope of 2%, 3.5 feet of cover where vehicular traffic passes over, and a minimum of two feet of cover in other areas. Sewer and Water service separation requirements are 18 inches minimum vertical, five (5) feet minimum horizontal. Sewer cleanouts shall be installed at every 100 feet and every angle 45 degrees or greater. See City of Spokane Design Standards Section 4 and the Side Sewer Installation Handbook for additional information on Sewers.
3. A water and sewer study that shows average and peaking daily demands and required fire flow for the project may be required. Specify where the sewer and water connections to the existing system are expected. This information is required to maximize development approval while tracking total existing system demands and future development planned system demands. Requirements can be found in the City of Spokane Design Standards. - Possible solutions to reduce water demands include adding fire sprinklers to all proposed buildings and reducing outdoor irrigation needs by using xeriscaping or “Spokanescape” type landscapes. This provides a reduction in water use and the additional benefit of lower maintenance saving both time and money.
4. If new services or upgrades are required for the water service line, a wastewater General Facility Charge (GFC) may be assessed as provided based on the schedules on the General Facilities Charges website. The charge will be based on the water meter size that would otherwise be required for the facility without fire flow and/or irrigation flow.
5. All stormwater and surface drainage generated on-site must be disposed of on-site in accordance with SMC 17D.060.140 “Stormwater Facilities” as per the Project Engineer’s recommendations. Locate stormwater requirements in the Spokane Regional Stormwater Manual (SRSM) and City of Spokane Design Standards Section 6. Generally, new developments, additions, plats and binding site plans, or replacement of any impervious surface, manufactured or mobile home parks, will require a geotechnical site characterization (report) and stormwater drainage report/plan. **When required, please include a detailed Civil Plans which show and clearly delineate existing and proposed sewer, water, drainage structures, dry well types, swale bottom areas, and property lines**. Show proposed and existing pavement. The geotechnical report, drainage report, and civil plan must be stamped and signed by an engineer licensed in the State of Washington.
   a. A stormwater drainage report plan and report meeting the requirements of the SRSM is required for projects proposing infiltration.

b. The project site is located within a Critical Aquifer Recharge Area and is considered to have susceptibility for groundwater contamination.
c. Combining landscape and stormwater treatment areas per Eastern Washington Low Impact Development (LID) Guidance Manual is allowed. The link to DOE LID resources can be found at: https://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Stormwater-permittee-guidance-resources/Low-Impact-Development-guidance
d. Any drywells and subsurface drainage galleries (existing and proposed) for the site must be shown on the plans and registered with the Washington State Department of Ecology (DOE). Please send a copy of the completed registration form to the City of Spokane Development Services Center. See the following link at the Department of Ecology (DOE) website for information about the Underground Injection Control (UIC): https://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Underground-injection-control-program, Note all new projects must submit a UIC registration to Ecology at least 60 days prior to commencing UIC well construction. Ecology's approval of the registration is required prior to construction of a new UIC well.

6. Most land-disturbing activities require an Erosion and Sediment Control (ESC) plan. Land-disturbing activities are activities that result in a change in existing soil cover (vegetative or non-vegetative) or site topography. Land-disturbing activities include, but are not limited to, demolition, construction, clearing and grubbing, grading, and logging. An ESC plan detailing how erosion and other adverse stormwater impacts from construction activities will be handled must be submitted to the Development Services Center for review and acceptance prior to construction of said phase. See Section 9 of the SRSM for ESC requirements and applicability. The following link provides information on ESC training and certification programs: https://ecology.wa.gov/Regulations-Permits/Permits-certifications/Certified-erosion-sediment-control.
7. A construction stormwater general permit may need to be obtained from Ecology. See State Construction Stormwater General Permit - City of Spokane handout for additional information.
8. Include a note stating the contractor is responsible for designating a location where concrete trucks and equipment can be washed out. This area shall not be located near or draining into a storm drainage area, treatment area, or facility.
9. All sidewalks, curbs, and driveway approaches adjacent to the property will be reviewed at the end of the project when a Certificate of Occupancy is requested. If any are found to be broken, heaved, sunken, or missing, they must be repaired/replaced whether the damage was existing or caused by construction. If you would like a sidewalk inspection prior to requesting occupancy, please contact the City of Spokane (509) 625-6300 to arrange a site visit.
10. Additional resources:
    a. https://maps.spokanecity.org
    b. https://sewerfinder.spokanecity.org
    c. Side Sewer Installation Handbook - Updated December 2021
    d. City of Spokane - Engineering Records Search

Water Comments (509-625-7953):

1. Meter sizing for all dwelling units shall be based on fixture unit counts, as addressed in the latest addition of the Uniform Plumbing Code, and/or through a hydraulic analysis submitted by the applicant's engineer for review and concurrence by City staff.
2. A hydraulic model may be required to prove that the design meets minimum standards and to show how this project affects our water system.
3. The City of Spokane Water Department Cross Connection Control and Backflow program rules and regulations shall be followed in accordance with Washington Administrative Code (WAC 246-290-490) and the City of Spokane Municipal Code 13.04.0814.
4. General Facilities Charges may apply if new domestic or irrigation water taps are made. See Section 13.04.2042 in the Spokane Municipal Code.
5. A utility site plan illustrating new water lines and/or services to be installed shall detail the location of new tap(s) and meter(s) prepared by a Professional Engineer licensed in the State of Washington. Water Department plan reviewers and inspectors will ensure that any new water line(s) and Service line(s) needing backflow assemblies are installed in accordance with applicable rules and regulations. Water Department Water Service Inspectors, North side (509) 625-7845, South side (509) 625-7844 will review submitted plans and inspect on-site construction. Water Department Cross Connection Control Specialists at (509) 625-7969, will review any backflow assemblies where required.
6. Taps and meters can be purchased at Developer Services Center, located on third floor of City Hall -Spokane. Size of service(s) shall comply with International Plumbing Code. Tap, meter, and connection fees will comply with section 13.04 of SMC. Tapping of the water main and installation of new meters shall be done by City forces. All excavation and restoration are the owner's responsibility. All trenches and/or excavations must comply with current WAC 296-155-part N. No City of Spokane employee will be permitted into any trench and/or excavation without proper shoring or sloping, no exceptions. Please see Water Department Rules and Regulations for information about tap and meter sizes and sewer/water separation requirements.

Solid Waste Comments (509-625-7871):

Commercial Enclosure Requirements

1. Must provide adequate foundation for collection vehicles. Collection vehicles weigh up to 30 tons. Refer to Spokane Municipal Code: https://my.spokanecity.org/smc/?Section=13.02.0346
2. Must provide year-round access to running water as well as a floor drain in the enclosure. Refer to SMC: https://my.spokanecity.org/smc/?Section=13.02.0346
3. 50 feet of unobstructed access from the front of the enclosure & the width of the enclosure is required. Picture a rectangle 50 feet from the front, the width of the enclosure. Additional room may be required to allow for vehicle maneuvering.
4. Due to changes in recycling collection, the option of having a separate five-foot opening for recycling is no longer available.
5. An enclosure for refuse only, must be 12 feet wide by 10 feet deep (interior dimensions) with a clear width opening of 12 feet.
6. An enclosure to include one commercial container for refuse and to include up to three–90-gallon recycling carts, must be 17 feet wide by 10 feet deep (interior dimensions) with a clear width opening of 17 feet. *This size of enclosure is not recommended as carts for recycling are collected once every other week.*
7. There are three options for enclosures with two commercial containers.
   a. An enclosure which is 20 feet wide by 10 feet deep (interior dimensions) with a clear width opening of 20 feet.
   b. An enclosure which is 25 feet wide by 10 feet deep (interior dimensions) with **TWO** clear width openings of 12 feet.
   c. Two separate enclosures which are 12 feet wide by 10 feet deep (interior dimensions) with a clear width opening of 12 feet.
8. Containers must be placed on a hard surface of reinforced concrete or asphalt at least four inches thick. Use of asphalt is discouraged.
9. Each gate leaf must include a mechanical stop to hold the leaf in the open position.
10. Each gate leaf (when open) cannot block lanes of travel, Fire Lanes or ADA parking stalls or ADA aisles. Gates may need to open greater than 90 degrees for vehicle maneuvering.
11. *Nothing may be stored in the enclosure (e.g., pallets, mattresses, waste oil containers).*

General notes:

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

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

Roll Off Enclosure Requirements.

1. Must provide adequate foundation for collection vehicles. Collection vehicles weigh up to 30 tons. Refer to Spokane Municipal Code 13.02.0346: https://my.spokanecity.org/smc/?Section=13.02.0346
2. Prior to construction of an enclosure, it is recommended to have Solid Waste approve the angle of the enclosure. We're willing to have a truck on site if needed.
3. 50 feet of unobstructed access from the front of the enclosure & the width of the enclosure is required. Picture a rectangle 50 feet from the front, the width of the enclosure. Additional room may be required to allow for vehicle maneuvering.
4. An enclosure for a roll-off container must have a minimum of a 13' clear width opening.
5. A city provided container requires a minimum depth is 25'. If you are purchasing a roll off compactor, the depth would depend on the size of the compactor you purchase (to include receiver box, compaction unit and/or loading chute).
6. A minimum of 30" of walking space must be provided on all sides.
7. Full length guide rails and a secure backstop is required. We can provide an example.
8. Each gate leaf must include a mechanical stop to hold the leaf in the open position.
9. Each gate leaf (when open) cannot block lanes of travel, Fire Lanes or ADA parking stalls or ADA aisles. Gates may need to open greater than 90 degrees for vehicle maneuvering.
10. Containers must be placed on a hard surface of reinforced concrete or asphalt at least 4 inches thick. Use of asphalt is discouraged.
11. Overhead obstructions must be a minimum of 25' high.

Refer to Spokane Municipal Code 13.02.0352:
https://my.spokanecity.org/smc/?Section=13.02.0352

General notes:

1 During construction/demolition a City of Spokane refuse container must be used for any putrescible waste generated.

2 Hauling for hire inside the City of Spokane is not allowed unless:

   a. The equipment being used to haul is owned and operated by the building/demolition permit holder and the employees of same company are doing the work. Material must be disposed of in a Spokane County approved disposal site.
   b. All of the material is being recycled at a recovery facility. No refuse is allowed in the container and must be separated at the source (job site).

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

Cart Notes
Residential cart service.

1. Carts must be ready for collection no later than 6:00am on collection day.
2. Carts must be removed from the collection area no later than 9:00pm on collection day.
3. Carts must be stored away from the collection area and screened from view.
4. A minimum of one-30-gallon refuse cart is required per unit. Units will need to share larger carts, as the Spokane Municipal Code allows a maximum of three-residential refuse carts per pickup location.

General notes:

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

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

Urban Forestry (509-343-5491):

New Street Trees:

1. Street trees are required along all public street frontages.
2. Street tree species must be chosen from the City's Approved Street Tree list which can be found at SpokaneUrbanForestry.org.
   a. Class I trees are only approved under high conduction powerlines with a spacing of 25 feet OC.
   b. Class II trees are required for planting areas which are between five feet and eight feet wide at a spacing of 30-35 feet OC.
   c. Class III trees are required in planting areas that are greater than eight feet wide with a spacing of 40-45 feet OC.
   d. Planting spacing distances may be adjusted due to mature crown width of tree(s) with Urban Forestry approval.
3. Any substitutions of street tree species require UF approval, and that of the project Landscape Architect prior to installation.
4. For street tree planting distances from existing or newly constructed infrastructure, please refer to the City of Spokane Design Standards 3.4-6 Roadside Plantings: https://static.spokanecity.org/documents/projects/street-design-standards-update/spokane-design-standards-v13-2020-11-03.pdf.
5. **A Commercial City Licensed certified arborist with a valid Tree Permit is required to perform all work on trees in the public right of way including removals, pruning (of crown and/or roots), and planting. List of arborists can be found at SpokaneUrbanForestry.org. Tree Permits are free.**
6. Street trees in continuous planting strips must have a tree well at the base that is free of turf and other vegetation (refer to V-101 planting detail).
7. Where street trees are planted in individual tree vaults/pits, each vault must hold a minimum of 100 cubic feet of uncompacted soils.
8. By ordinance, an in lieu of planting fee will be assessed per tree for frontages where existing or new site conditions prevent the planting of new trees as determined by Urban Forestry staff. All assessed fees must be paid prior to issuance of final CO.

Existing trees in the public right of way:

1. Existing trees in the public right of way which are in healthy (in fair to good condition) will require retention and protection.
   a. Protection consists of tree protection fencing per the City of Spokane Tree Protection Specifications. Fencing is to be installed prior to any demo/soil/grading/site work and must remain intact throughout all phases of demolition and construction. Urban Forestry staff will visit the site periodically to inspect fencing. If fencing is not intact, a stop work order may be issued.
   b. Include the City of Spokane Tree Protection Specifications and Detail on the civil/demo/grading plans. These documents can be found at Tree Protection Zone Specifications
2. Show all existing trees on your civil/demo/grading plans and designate as 'protect in place' or 'remove'.
3. Existing trees in the public right of way will only be approved for removal if they are in a state of decline, pose a threat to public safety, or city staff (UF) has determined the project cannot move forward if the tree(s) is retained. All developers are encouraged

to design the project with this in mind to preserve our existing urban tree canopy for the benefit of all citizens.

4. Existing trees will be inspected prior to issuance of final CO to ensure they have not sustained damage from construction activities/equipment and that they meet the city standard for clearance of eight feet over the sidewalk and 14 feet over the street.
5. To request removal, a City licensed tree service must submit a Tree Permit request for consideration.
6. If you are unsure if a tree is within the right of way, contact the Urban Forestry office to verify. The right of way varies from street to street, and often extends a great distance behind the curb.

Hardscapes & Tree Root Preservation

1. If hardscapes are being demolished and/or constructed within 10' feet of an existing right of way tree, root pruning by a city licensed certified arborist with a valid tree permit is required prior to any excavation work. This includes sidewalks, driveways, approaches, retaining walls, and any other hardscape feature.

Non-compliance:

1. The city may seek restitution at treble the appraised tree value for any right of way trees that are damaged due to construction activities or removed without Urban Forestry approval and/or the proper permits.
2. The general contractor is responsible to ensure the above requirements are met.

Landscape Drawings:

1. Include the appropriate clear view triangle on the landscape plans and place street trees to avoid obstruction of vision triangle. Spokane Municipal Code - Section 17A.020.030: "C" Definitions
2. Include the property lines and a scale on the landscape so plans can be reviewed electronically.
3. Please also consider tree placement and business/street signage to prevent visibility issues as the trees mature. This will lessen tree maintenance in the future.
4. Include V-101 street tree planting detail and V-102 shrub planting detail with landscape plan. standard-planting-diagram-2015-07-15.pdf
5. Any major changes to the landscape plan after plans are stamped requires a resubmittal of the landscape plans for review by the various departments prior to installation.

Private Tree Retention Incentive:

1. The City of Spokane has a Private Tree Retention Incentive that will allow a discount on your water meter. There are some requirements up front to receive that discount:
2. You will need to bring a city licensed certified arborist on board at the beginning of your project to assess the health of the tree(s) and measure the diameter, and tree protection fencing will need to be installed around the tree(s) prior to any site/soil/demo work. Fencing must be installed per the City of Spokane Tree Protection Specifications and Detail and must remain intact throughout all phases of demolition and construction. Urban Forestry staff will visit the site to inspect the fencing sporadically throughout the project.
3. You will also need to inform Planning and Urban Forestry at time of plan submittal that you will be taking advantage of the Incentive, and your plans must state the same, with

the tree(s) called out at ‘protect in place for Incentive’.

4. More information can be found at Spokane Municipal Code - Section 17C.200.150: Incentives