

## CITY OF SPOKANE



### REGARDING CITY COUNCIL MEETINGS

City Council's standing committee meetings, Briefing Sessions, Legislative Sessions and study sessions are held in City Council Chambers – Lower Level of City Hall, 808 W. Spokane Falls Blvd.

City Council Members, City staff, presenters and members of the public have the option to participate virtually via WebEx during all meetings, with the exception of Executive Sessions which are closed to the public. Call in information for the December 2, 2024, meetings is below. All meetings will be streamed live on Channel 5 and online at <https://my.spokanecity.org/citycable5/live> and <https://www.facebook.com/spokanecitycouncil>.

#### **WebEx call in information for the week of December 2, 2024:**

3:30 p.m. Briefing Session: 1-408-418-9388; access code: 249 250 76017; password: 0320

6:00 p.m. Legislative Session: 1-408-418-9388; access code: 248 262 53970; password: 0320

Thursday Study Session: 1-408-418-9388; access code: 249 143 67432; password: 0320

#### **To participate in public comment (including Open Forum):**

Testimony sign-up is open beginning at 5:00 p.m. on Wednesday, November 27, 2024, and ending at 6:00 p.m. on Monday, December 2, 2024, via the online testimony sign-up form link which can be accessed by clicking <https://forms.gle/Vd7n381x3seaL1NW6> or in person outside council chambers beginning at 8:00 a.m. on December 2, 2024. You must sign up by 6:00 p.m. to be called on to testify. (If you are unable to access the form by clicking the hyperlink, please copy and paste the link address into your browser window.) Instructions for participation are provided on the form when you sign up.

The open forum is a limited public forum; all matters discussed in the open forum shall relate to the affairs of the City and not relating to the current or advance agendas, pending hearing items, or initiatives or referenda in a pending election. "Affairs of the city" shall include (i) matters within the legislative, fiscal or regulatory purview of the city, (ii) any ordinance, resolution or other official act adopted by the city council, (iii) any rule adopted by the city, (iv) the delivery of city services and operation of city departments, (v) any act of members of the city council, the mayor or members of the administration, or (vi) any other matter deemed by the council president to fall within the affairs of the city, which determination may be overridden by majority vote of the council members present. Individuals speaking during the open forum shall address their comments to the council president and shall maintain decorum as laid out in Rule 2.15 (Participation by Members of the Public in Council Meetings).



**CITY COUNCIL MEETINGS  
RULES – PUBLIC DECORUM**

**Strict adherence to the following rules of decorum by the public will be observed and adhered to during City Council meetings, including open forum, public comment period on legislative items, and Council deliberations:**

- 1. No Clapping!**
- 2. No Cheering!**
- 3. No Booing!**
- 4. No public outbursts!**
- 5. Two-minute time limit for comments made during open forum, and three-minute time limit on public testimony regarding legislative items!**

**In addition, please silence your cell phones when entering the Council Chambers!**

Further, keep the following City Council Rules in mind:

**Rule 2.2 OPEN FORUM**

- A. After the conclusion of all legislative business, the council shall recess briefly and then convene for an open forum, unless a majority of council members vote otherwise. The open forum shall have twenty (20) spaces available. The individuals assigned to the twenty (20) spaces available will be chosen at random, with preference given to individuals who have not spoken at open forum during that calendar month. The council shall conclude open forum after twenty (20) speakers unless a majority of council members vote to allow additional speakers. The city clerk and other staff shall not be required to remain in attendance during the open forum. Nothing in this Rule 2.2 shall be deemed to require open forum or the legislative session to continue after 10:00 p.m., or to require open forum during a council “Town Hall” meeting contrary to Rule 2.14.F.
- B. Members of the public can sign up for open forum beginning no later than 5:00 p.m. on the Friday immediately preceding the legislative session and ending at 6:00 p.m. on the date of the meeting via the virtual testimony form linked in the meeting packet or in person outside council chambers beginning at 8:00 a.m. on the day of the legislative session. Speakers must sign themselves in using a name. Members of the public who are unable to sign up during the sign-up period or who attempt to sign up late will be added to the list of speakers at the discretion of the chair, or their designee. The order of the speakers will be determined at the discretion of the chair, taking into account any special accommodations for persons of limited English proficiency as provided in Rule 2.2.F below. Each speaker shall be limited to no more than two (2) minutes unless a majority of the council members in attendance vote on an alternate time limit.
- C. No action, other than a statement of council members’ intent to address the matter in the future, points of order, or points of information will be taken by council members during an open forum.
- D. The open forum is a limited public forum and all matters discussed in the open forum shall relate to the affairs of the city. “Affairs of the city” shall include (i) matters within the legislative, fiscal or regulatory purview of the city, (ii) any ordinance, resolution or other official act adopted by the city council, (iii) any rule adopted by the city, (iv) the delivery of city services and operation of city departments, (v) any act of members of the city council, the mayor or members of the administration, or (vi) any other matter deemed by the council president to fall within the affairs of the city, which determination may be overridden by majority vote of the council members present. Absent permission of the chair, no person shall be permitted to speak in open forum regarding items on that week’s current agenda or the next week’s advanced agenda, pending hearing items, or initiatives or referenda in a pending election. Legal or personal matters between private parties that do not impact the governance of the City of Spokane are not a permissible topic of open forum testimony.
- E. No person shall be permitted to display visual information during open forum, including but not limited to presentations, videos, or other media; however, members of the public may share this information with the council by emailing them at [citycouncil2@spokanecity.org](mailto:citycouncil2@spokanecity.org). Individuals speaking during open forum shall address their comments to the council president, and speakers as well as members of the audience shall comply with Rule 2.15 (Participation by Members of the Public in Council Meetings).
- F. Participation of individuals with limited English language proficiency in open forum shall be accommodated to the extent set forth in Rule 2.15.J.

**Rule 2.7 SERVICE ANIMALS AT CITY COUNCIL MEETINGS**

- A. For purposes of these Rules, only dogs that are individually trained to do work or perform tasks for a person with a disability are recognized as service animals. Dogs or other animals whose sole function is to provide comfort or emotional support do not qualify as service animals under these Rules. Service animals are permitted to accompany people with disabilities in City Council meetings, as well as all areas where members of the public are allowed to go.

- B. Service animals must, at all times while present in a City Council meeting, be harnessed, leashed, or tethered, unless these devices interfere with the service animal's work or the individual's disability prevents using these devices, in which case, the individual must maintain control of the animal through voice, signal, or other effective controls.

## **Rule 2.15 PARTICIPATION OF MEMBERS OF THE PUBLIC IN COUNCIL MEETINGS**

The council encourages public participation in the legislative process. Council meetings shall be conducted in a manner that provides the opportunity for all attendees to hear, see and participate in the proceedings to the extent provided in these Rules and applicable city, state, and federal law. Speech or conduct that disrupts, disturbs, or otherwise impedes the orderly conduct of any council meeting is prohibited. In addition to these general principles governing public participation, the following specific rules apply:

- A. Members of the public may address the council regarding the following items during the council's legislative session: the consent agenda as a whole, all first reading ordinances together (with the exception of first reading ordinances associated with hearings, which shall be taken separately), final readings of regular and special budget ordinances, emergency ordinances, hearing items, special considerations, and other items before the city council requiring council action, except those that are adjudicatory or solely administrative in nature. This rule shall not limit the public's right to speak on issues that are not part of the current or advanced agendas during open forum.
- B. No member of the public may speak without first being recognized for that purpose by the chair. Except for named parties to an adjudicative hearing, a person may be required to sign a sign-up sheet and provide their city of residence as a condition of recognition. Council members must be recognized by the chair for the purpose of obtaining the floor.
- C. Each person speaking in a public council meeting shall verbally identify themselves by name, city of residence, and, if appropriate, representative capacity.
- D. Each speaker shall follow all written and verbal instructions so that verbal remarks are electronically recorded, and documents submitted for the record are identified and marked by the clerk.
- E. Those who wish to provide commentary but do not wish to give verbal comments at the podium may provide written comments to the council via letter or electronic mail.
- F. No person shall be permitted to conduct demonstrations, display banners, hold signs, applaud or boo speakers, use profanity, vulgar language or obscene speech, yell or make comments that attack or verbally insult any individual, or engage in other such disorderly conduct that disrupts, disturbs, or otherwise impedes the orderly conduct of the proceedings.
- G. Standing is permitted so long as doing so maintains compliance with applicable fire codes and the Americans with Disability Act (ADA), does not interfere with reserved seating areas, and does not impede access to entrances and exits to the Council Chambers, aisles, or pathways inside the Council Chambers. Attendees shall be mindful not to obstruct the views of others in Council Chambers when standing.
- H. A speaker asserting a statement of fact may be asked by a council member to document and identify the sources of the factual datum being asserted.
- I. When addressing the council, members of the public shall direct all remarks to the council president, shall refrain from remarks directed personally to any council member or any other individual, and shall confine remarks to the matters that are specifically before the council at that time.
- J. City employees or city officials (including members of city boards and commissions) may participate in public comment, including open forum, providing they are in compliance with the City of Spokane Code of Ethics and they do the following:
  - 1. Announce at the beginning of their testimony that they are there in their personal capacity or their capacity as a member of a relevant board, commission, committee or community group;
  - 2. Protect confidential information, including, but not limited to, confidential financial information and attorney-client communications;
  - 3. Do not use, or be perceived to use, city funds, including giving testimony during paid work time or while in uniform; or city property, including using a city-issued computer or cell phone, in giving testimony.
- K. When any person, including members of the public, city staff, and others, are addressing the council, council members shall observe the same decorum and process as the rules require among the members *inter se*. That is, a council member shall not engage the person addressing the council in colloquy but shall speak only when granted the floor by the council president. All persons and/or council members shall not interrupt one another. The duty of mutual respect and avoiding unlawful harassment set forth in Rule 1.2 and the rules governing debate set forth in *Robert's Rules of Order, Newly Revised*, shall extend to all speakers before the city council. The city council's policy advisor and/or a city attorney shall, with the assistance of council staff, assist the council president to ensure that all individuals desiring to speak shall be identified,

appropriately recognized, and provided the opportunity to speak. All persons attending city council meetings or city council sponsored meetings shall refrain from harassing other attendees or risk being removed and/or prohibited from attending future meetings.

- L. The city council intends to fully comply with chapter 18.11 SMC, Language Access in Municipal Proceedings. Rules regarding participation of individuals in council proceedings, including legislative sessions and open forum, shall be deemed amended to conform to any Language Access Plan adopted by the council pursuant to SMC 18.11.030. Except as otherwise provided in an adopted Language Access Plan, individuals with limited English language proficiency are encouraged to contact the council office director at least five (5) days prior to a scheduled legislative session for assistance with the signing up to testify or to arrange translation or interpretation assistance.
- M. City council legislative sessions are regularly video and audio recorded and available online (<https://vimeo.com/spokanecitycouncil>). Members of the public may also photograph or film council proceedings so long as doing so maintains compliance with applicable fire codes and the Americans with Disability Act (ADA), does not interfere with reserved seating areas, and does not impede access to entrances and exits to the Council Chambers, aisles, or pathways inside the Council Chambers. Attendees shall be mindful not to obstruct the views of others in Council Chambers when photographing or recording. No flash photography or other lighting is permitted.
- N. RCW 42.17A.555 generally prohibits the use of city facilities for electioneering. Therefore, no person may use the council meeting or facilities for the purpose of assisting a campaign for election of any person to any office, or for the promotion of or opposition to any ballot proposition. In this context, the term “facilities” includes council chambers, the council gallery and the speaking opportunities available through the public comment and open forum procedures set forth in these rules.

#### **Rule 2.16 PUBLIC TESTIMONY REGARDING LEGISLATIVE AGENDA ITEMS – TIME LIMITS**

- A. Members of the public can sign up to give testimony beginning no later than 5:00 p.m. on the Friday immediately preceding the legislative session and ending at 6:00 p.m. on the date of the meeting via the online testimony sign-up form linked in the meeting packet or in person outside council chambers beginning at 8:00 a.m. on the day of the legislative session. Speakers must sign in using a name. Members of the public who are unable to sign up during the sign-up period or who attempt to sign up late will not be added to the list of speakers. The order of the speakers shall be determined at the discretion of the chair.
- B. The city council shall take public testimony on all matters included on its legislative agenda as described at Rule 2.15(A), with those exceptions stated in Rule 2.16(B). Public testimony shall be limited to the final council action, except that public testimony shall be allowed at the first reading of ordinances. Public testimony shall be limited to three (3) minutes per speaker. The chair, absent a majority vote of the council, has the authority to lower the three (3) minutes per speaker time limit by announcing the new, lower time limit at the legislative session. The chair may allow additional time if the speaker is asked to respond to questions from the council. Public testimony and consideration of an item may be extended to a subsequent meeting by a majority vote of the council. Testimony on a legislative item deferred to a future date certain shall be taken on the future date, unless testimony on the date of deferral is allowed by the Council President.
- C. No public testimony shall be taken on oral amendments to consent or legislative agenda items, votes to override a mayoral veto, or solely procedural, parliamentary, or administrative matters of the council.
- D. Public testimony will be taken on consent and legislative items that are moved to council’s regular briefing session or study session unless a majority of council votes otherwise during the meeting in which the items are moved.
- E. For legislative or hearing items that may affect an identifiable individual, association, or group, the following procedure may be implemented at the discretion of the council president:
  - 1. Following an assessment by the chair of factors such as complexity of the issue(s), the apparent number of people indicating a desire to testify, representation by designated spokespersons, etc., the chair shall, in the absence of objection by the majority of the council present, impose the following procedural time limitations for taking public testimony regarding legislative matters:
    - a. There shall be up to fifteen (15) minutes for staff, board, or commission presentation of background information, if any.
    - b. The designated representative of the proponents of the issue shall speak first and may include within their presentation the testimony of expert witnesses, visual displays, and any other reasonable methods of presenting the case. Up to thirty (30) minutes may be granted for the proponent’s presentation. If there be more than one designated representative, they shall allocate the allotted time between or among themselves.
    - c. Following the presentation of the proponents of the issue, three (3) minutes shall be granted for any other person not associated with the designated representative of the proponents who wishes to

Speak on behalf of the proponent's position.

- d. The designated representative, if any, of the opponents of the issue shall speak following the presentation of the testimony of expert witnesses, visual displays, and any other reasonable methods of presenting the case. The designated representative(s) of the opponents shall have the same amount of time which was allotted to the proponents.
  - e. Following the presentation by the opponents of the issue, three (3) minutes shall be granted for any other person not associated with the designated representative of the opponents who wishes to speak on behalf of the opponents' position.
  - f. Up to ten (10) minutes of rebuttal time may be granted to the designated representative for each side, the proponents speaking first, the opponents speaking second.
2. In the event the party or parties representing one side of an issue has a designated representative and the other side does not, the chair shall publicly ask the unrepresented side if they wish to designate one or more persons to utilize the time allotted for the designated representative. If no such designation is made, each person wishing to speak on behalf of the unrepresented side shall be granted three (3) minutes to present their position, and no additional compensating time shall be allowed due to the fact that the side has no designated representative.
  3. In the event there appears to be more than two groups wishing to advocate their distinct positions on a specific issue, the chair may grant the same procedural and time allowances to each group or groups, as stated previously.
  4. In the event that the side for which individuals wish to speak is not identified, those wishing to give testimony shall be granted three (3) minutes to present their position after all sides have made their initial presentations and before each side's rebuttal period.
- F. The time taken for staff or council member questions and responses thereto shall be in addition to the time allotted for any individual or designated representative's testimony.
  - G. No person shall be permitted to display visual information during their testimony, including but not limited to presentations, videos, or other media; however, members of the public may share this information with the council by emailing them at [citycouncil2spokanecity.org](mailto:citycouncil2spokanecity.org).
  - H. In addition to in-person or remote verbal testimony, testimony may also be submitted by mail to City Council Office, Spokane City Hall, 808 W. Spokane Falls Blvd., Spokane, WA, 99201, by email to all council members, or via the contact form on the council's website.<sup>1</sup>

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<sup>1</sup> <https://my.spokanecity.org/citycouncil/members/>

# THE CITY OF SPOKANE



## ADVANCE COUNCIL AGENDA

MEETING OF MONDAY, DECEMBER 2, 2024

### **MISSION STATEMENT**

**TO DELIVER EFFICIENT AND EFFECTIVE SERVICES  
THAT FACILITATE ECONOMIC OPPORTUNITY  
AND ENHANCE QUALITY OF LIFE.**

**MAYOR LISA BROWN**

**COUNCIL PRESIDENT BETSY WILKERSON**

**COUNCIL MEMBER JONATHAN BINGLE**

**COUNCIL MEMBER MICHAEL CATHCART**

**COUNCIL MEMBER PAUL DILLON**

**COUNCIL MEMBER KITTY KLITZKE**

**COUNCIL MEMBER LILI NAVARRETE**

**COUNCIL MEMBER ZACK ZAPPONE**

**CITY COUNCIL CHAMBERS  
CITY HALL**

**808 W. SPOKANE FALLS BLVD.  
SPOKANE, WA 99201**



## **LAND ACKNOWLEDGEMENT**

We acknowledge that we are on the unceded land of the Spokane people. And that these lands were once the major trading center for the Spokanes as they shared this place and welcomed other area tribes through their relations, history, trade, and ceremony. We also want to acknowledge that the land holds the spirit of the place, through its knowledge, culture, and all the original peoples Since Time Immemorial.

As we take a moment to consider the impacts of colonization may we also acknowledge the strengths and resiliency of the Spokanes and their relatives. As we work together making decisions that benefit all, may we do so as one heart, one mind, and one spirit.

We are grateful to be on the shared lands of the Spokane people and ask for the support of their ancestors and all relations. We ask that you recognize these injustices that forever changed the lives of the Spokane people and all their relatives.

We agree to work together to stop all acts of continued injustices towards Native Americans and all our relatives. It is time for reconciliation. We must act upon the truths and take actions that will create restorative justice for all people.

Adopted by Spokane City Council on the 22nd day of March, 2021  
*via Resolution 2021-0019*

## BRIEFING AND LEGISLATIVE SESSIONS

The Briefing Session is open to the public, but will be a workshop meeting. Discussion will be limited to Council Members and appropriate Staff and Counsel. The Legislative Session is also open to the public and public comment will be taken on Legislative Session items, except those that are adjudicatory or solely administrative in nature. Following the conclusion of the Legislative Agenda, an Open Forum will be held unless a majority of Council Members vote otherwise. Please see additional Open Forum information that appears at the end of the City Council agenda.

SPOKANE CITY COUNCIL BRIEFING SESSIONS (BEGINNING AT 3:30 P.M. EACH MONDAY) AND LEGISLATIVE SESSIONS (BEGINNING AT 6:00 P.M. EACH MONDAY) ARE BROADCAST LIVE ON CITY CABLE CHANNEL FIVE AND STREAMED LIVE ON THE CHANNEL FIVE WEBSITE. THE SESSIONS ARE REPLAYED ON CHANNEL FIVE ON THURSDAYS AT 6:00 P.M. AND FRIDAYS AT 10:00 A.M.

### ADDRESSING THE COUNCIL

- No member of the public may speak without first being recognized for that purpose by the Chair. Except for named parties to an adjudicative hearing, a person may be required to sign a sign-up sheet and provide their city of residence as a condition of recognition. Council Members must be recognized by the chair for the purpose of obtaining the floor.
- Each person speaking at the public microphone shall verbally identify themselves by name, city of residency and, if appropriate, representative capacity.
- Each speaker shall follow all written and verbal instructions so that verbal remarks are electronically recorded, and documents submitted for the record are identified and marked by the Clerk. (If you are submitting letters or documents to the Council Members, please provide a minimum of ten copies via the City Clerk. The City Clerk is responsible for officially filing and distributing your submittal.)
- In order that evidence and expressions of opinion be included in the record and that decorum befitting a deliberative process be maintained, no modes of expression including but not limited to demonstrations, banners, signs, applause, profanity, vulgar language, or personal insults will be permitted. To prevent disruption of council meetings and visual obstruction of proceedings, members of the audience shall remain seated during council meetings.
- A speaker asserting a statement of fact may be asked to document and identify the source of the factual datum being asserted.
- When addressing the Council, members of the public shall direct all remarks to the Council President, and shall confine their remarks to the matters that are specifically before the Council at that time or, if speaking during Open Forum, shall confine their remarks to affairs of the city.
- City staff may participate in public comment, including open forum, providing they are in compliance with the City of Spokane Code of Ethics and they follow the steps outlined in the City Council Rules of Procedure.

**SPEAKING TIME LIMITS:** Unless the time limit is adjusted by a majority vote of the Council, each person addressing the Council shall be limited to a two-minute speaking time during Open Forum and a three-minute speaking time for other matters. The chair may allow additional time if the speaker is asked to respond to questions from the Council. Public testimony and consideration of an item may be extended to a subsequent meeting by a majority vote of the Council. Note: No public testimony shall be taken on amendments to consent or legislative agenda items, or solely procedural, parliamentary, or administrative matters of the Council, including veto overrides.

**CITY COUNCIL AGENDA:** The City Council Advance and Current Agendas may be obtained prior to Council Meetings by accessing the City's website at <https://my.spokanecity.org/citycouncil/documents/>.

# **BRIEFING SESSION**

(3:30 p.m.)

(Council Chambers Lower Level of City Hall)

(No Public Testimony Taken)

**ROLL CALL OF COUNCIL**

**INTERVIEWS OF NOMINEES TO BOARDS AND COMMISSIONS**

**COUNCIL OR STAFF REPORTS OF MATTERS OF INTEREST**

**ADVANCE AGENDA REVIEW (Staff or Council Member briefings and discussion)**

**APPROVAL BY MOTION OF THE ADVANCE AGENDA**

**CURRENT AGENDA REVIEW (Presentation of any new background information and discussion of any adjustments)**

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# **EXECUTIVE SESSION**

(Closed Session of Council)

(Executive Session may be held or reconvened during the 6:00 p.m. Legislative Session)

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# **LEGISLATIVE SESSION**

(6:00 P.M.)

(Council Reconvenes in Council Chamber)

**PLEDGE OF ALLEGIANCE**

**WORDS OF INSPIRATION AND SPECIAL INTRODUCTIONS**

**ROLL CALL OF COUNCIL**

**PROCLAMATIONS AND SALUTATIONS**

**REPORTS FROM COMMUNITY ORGANIZATIONS**

**ANNOUNCEMENTS**

(Announcements regarding Changes to the City Council Agenda)

# NO BOARDS AND COMMISSIONS APPOINTMENTS

## CONSENT AGENDA

The consent agenda consists of purchases and contracts for supplies and services provided to the city, as well as other agreements that arise (such as settlement or union agreements), and weekly claims and payments of previously approved obligations and biweekly payroll claims against the city. Any agreement over \$50,000 must be approved by the city council. Typically, the funding to pay for these agreements has already been approved by the city council through the annual budget ordinance, or through a separate special budget ordinance. If the contract requires a new allocation of funds, that fact usually will be indicated in the summary of the contract in the consent agenda.

Unless a council member requests that an item be considered separately, the council approves the consent agenda as a whole in a single vote. Note: The consent agenda is no longer read in full by the city clerk. The public is welcome to testify on matters listed in the consent agenda, but individual testimony is limited to three minutes for the entire consent agenda.

### REPORTS, CONTRACTS AND CLAIMS

### RECOMMENDATION

- |    |   |                |                              |
|----|---|----------------|------------------------------|
| 1. | Purchase from Western States Equipment of 2024 Caterpillar 305 mini excavator for the Water Department—\$91,051.46 (incl. tax). (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)<br><b>Rick Giddings</b>  | Approve        | OPR 2024-1038                |
| 2. | Value Blanket with Univar Solutions USA LLC, Inc. (Kent, WA) for as-needed purchase of sodium hydroxide solution for the Riverside Park Water Reclamation Facility from January 1, 2025, to December 31, 2030—\$172,995 (plus tax). (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)<br><b>Kyle Arrington</b> | Approve        | OPR 2024-1039<br>RFQ 6251-24 |
| 3. | Purchase from Ferguson Waterworks (Spokane) of Cla-Valve parts for repair and maintenance of pressure reducing valves installed in the City of Spokane Water System—\$135,742.06 (incl. tax). (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)<br><b>Loren Searl</b>  | Approve<br>All | OPR 2024-1040<br>RFQ 6267-24 |
| 4. | Purchase from GMCO Corporation (Spokane) of liquid deicer for the Streets Department from July 1, 2024,   | Approve        | OPR 2024-1042                |

through August 10, 2028—not to exceed \$1,500,000 annually. (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

**Clint Harris**

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|--------------------|---|---------|-------------------------------|
| 5.                 | Value Blanket Renewal 3 of 4 with Cabot Norit Activated Carbon (Marshall, TX) for the as-needed purchase of activated carbon for use at the Waste to Energy Facility from January 1, 2025, through December 31, 2025—annual cost not to exceed \$105,000 (plus tax). (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke) | Approve | OPR 2022-0007<br>RFQ 5541-21  |
| <b>David Paine</b> |   |         |                               |
| 6.                 | Contract Renewal 2 of 3 with Anatek Labs, Inc. (Spokane) for as-needed analytical testing services for the Waste to Energy Facility and landfills from November 1, 2024, through October 31, 2025—annual cost not to exceed \$50,000 (plus tax). (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)                     | Approve | OPR 2021-0601<br>RFP 5480-21  |
| <b>David Paine</b> |   |         |                               |
| 7.                 | Contract Renewal 3 of 4 with Hydrotech Generator Repair Plus, Inc. dba Hydraulics Plus (Spokane Valley, WA) for the offsite rebuild of cylinders from January 1, 2025, through December 31, 2025—total cost not to exceed \$100,000 (plus tax). (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)                      | Approve | OPR 2021-0786<br>IRFP 5525-21 |
| <b>David Paine</b> |   |         |                               |
| 8.                 | Contract Renewal 2 of 4 with Deeco, Inc. (Raleigh, NC) for air emissions compliance testing at the Waste to Energy Facility from January 1, 2025, through December 31, 2025—total cost not to exceed \$145,000 (plus tax). (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)   | Approve | OPR 2022-0709<br>IRFP 5616-22 |
| <b>David Paine</b> |   |         |                               |
| 9.                 | Five-year Contract with K&N Electric Motors, Inc. (Spokane Valley, WA) for as-needed offsite motor reconditioning from January 1, 2025, through December 31, 2029—total cost not to exceed \$245,000 (plus tax) (\$49,000 annually). (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)                                 | Approve | OPR 2024-1043<br>RFP 6187-24  |
| <b>David Paine</b> |   |         |                               |
| 10.                | Five-year Contract with Online Cleaning (Marysville, CA) for boiler blast cleaning services from January 1, 2025, through December 31, 2029—total cost not to exceed \$1,775,000 (plus tax) (approximately \$355,000  | Approve | OPR 2024-1044<br>ITB 6173-24  |



annually). (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)

**David Paine**

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|--|---------|------------------------------|
| 11. Five-year Contract with Pro Dynamic Solutions, LLC (Spokane) for as-needed, offsite rebuild of gear boxes for the Waste to Energy Facility from January 1, 2025, through December 31, 2029—total cost of \$245,000 (plus tax) (approximately \$49,000 annually). (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)  | Approve | OPR 2024-1045<br>ITB 6443-24 |
| 12. Five-year Contract with Wear-Tek, Inc. (Spokane) for as-needed grate block cleaning services at the Waste to Energy Facility from January 1, 2025, through December 31, 2029—total cost not to exceed \$210,000 (plus tax) (approximately \$42,000 annually). (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)   | Approve | OPR 2024-1046<br>RFP 6193-24 |
| 13. Contract with Atlas Copco, LLC (Arlington, WA) for the as-needed rental of compressors for the Waste to Energy Facility from January 1, 2025, through December 31, 2025—total cost not to exceed \$150,000 (plus tax). (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)  | Approve | OPR 2024-1047<br>RFQ 6261-24 |
| 14. Historic Preservation Interlocal Agreement with Spokane County from January 1, 2025, through December 31, 2029—Annual Revenue Amounts: \$50,000 for 2025, \$51,250 for 2026, \$52,531 for 2027, \$53,844 for 2028, and \$55,190 for 2029. (Deferred from November 25, 2024, Agenda, during the November 18, 2024, 3:30 p.m. Briefing Session) (Council Sponsors: Council Members Bingle, Zappone, and Klitzke) | Approve | OPR 2024-1005                |
| 15. Interlocal Agreement Extension with Spokane County Treasurer for processing payments of utility bills through December 31, 2025—estimated cost \$65,000. (Council Sponsors: Council Members Bingle, Zappone, and Klitzke)  | Approve | OPR 2018-0556                |
| 16. Amendment to the Parametrix, Inc. (Spokane) consultant agreement for further design of the Fish Lake Trail Connection Phase 2 through December 31, 2025—increase of \$40,000. (Council Sponsors: Council Members Bingle, Zappone, and Klitzke)   | Approve | OPR 2024-0322<br>ENG 2023106 |

**Dan Buller**

- |     |   |                                    |               |
|-----|---|------------------------------------|---------------|
| 17. | Report of the Mayor of pending:   | Approve &<br>Authorize<br>Payments |               |
|     | a. Claims and payments of previously approved obligations, including those of Parks and Library, through _____, 2024, total \$_____, with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$_____. |                                    | CPR 2024-0002 |
|     | b. Payroll claims of previously approved obligations through _____, 2024: \$_____.  |                                    | CPR 2024-0003 |
| 18. | a. City Council Meeting Minutes: _____, 2024.   | Approve All                        | CPR 2024-0013 |
|     | b. City Council Standing Committee Meeting Minutes: _____, 2024.  |                                    |               |

## LEGISLATIVE AGENDA

### NO SPECIAL BUDGET ORDINANCES

### NO EMERGENCY ORDINANCES

### RESOLUTIONS & FINAL READING ORDINANCES

(Require Four Affirmative, Recorded Roll Call Votes)

- |               |  |
|---------------|--|
| RES 2024-0111 | In support of an amendment of state law to enhance protection of consumers from fraud via virtual currency kiosks. (Council Sponsors: Council Members Dillon and Navarrete)<br><b>Council Member Dillon</b>  |
| RES 2024-0112 | Supporting the delay of the Department of Natural Resources land exchange of the Thorpe Road Property in Spokane’s Latah Valley. (Council Sponsors: Council Members Dillon, Navarrete, and Klitzke)<br><b>Council Member Dillon</b>                        |
| RES 2024-0113 | Regarding General Facilities Charges annual increase for 2025 as required by Spokane Municipal Code (SMC) section 13.03.0734 and 13.04.0244. (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)<br><b>Marcia Davis</b> |

- RES 2024-0114** Requesting the Spokane County Auditor remove Proposition No. 1, the City’s proposed property tax levy measure for park improvements, from the February 11, 2025 special election ballot. (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)  
**Garrett Jones**
- ORD C36120** Vacating the east 55 feet of Adams Street from the south line of Third Avenue to the north line of I-90, together with the alley between Third Avenue and I-90, from the east line of Adams Street to the west line of Jefferson Street. (Deferred from October 21, 2024, Agenda) (First Reading held October 25, 2021) (Council Sponsors: Council Members Zappone and Klitzke)  
**Eldon Brown**
- ORD C36609 to  
ORD C36614** (To be considered under Hearings Items H3.a. through H3.f.)
- ORD C36615** Changing the zone from Office (O) to Office Retail (OR) for property located at 727 West Francis Avenue in the City and County of Spokane, State of Washington, by amending the Official Zoning Map. (Council Sponsors: Council Members Bingle, Zappone, and Klitzke)  
**Donna deBit**
- ORD C36616** (To be considered under Hearings Item H1.c.)
- ORD C36617** (To be considered under Hearings Item H2.c.)

## **FIRST READING ORDINANCES**

- ORD C36618** Relating to Business Activities Subject to Tax; amending Section 08.10.030 of the Spokane Municipal Code. (Council Sponsors: Council President Wilkerson and Council Members Bingle and Klitzke)  
**Matt Boston**
- ORD C36619** Relating to fees and charges amending Chapter 08.02 and Chapter 13.04 of the Spokane Municipal Code. Specifically amending Section 08.02.0220 Sidewalk Cafes, Section 08.02.0235 Parklets and Streateries, Section 08.02.030 Boiler Code, Section 08.02.031 Building Code, Section 08.02.032 Electrical Code, Section 08.02.033 Elevator Code, Section 08.02.035 Mechanical Code, Section 08.02.036 Plumbing Code, Section 08.02.037 Sewer Code, Section 08.02.0371 Water Code, Section 08.02.038 Shorelines Management, Section 08.02.039 Special Inspections and Other Fees, Section 08.02.060 Building Code, Section 08.02.061 Environmental Policy, Section 08.02.064 Plats, Section 08.02.065 Streets and Airspace, Section 08.02.0655 Private Construction Plan Review and Inspection, Section 08.02.066 Zoning, Section 08.02.0665 Design Review, Section 08.02.067 Existing Building and Conservation Code, Section 08.02.069 Comprehensive Plan and Land Use Code Amendments, Section 08.02.0696 Concurrency Inquiry Application Fee, Section 08.02.085 Historic Preservation, Section 08.02.087 Appeals, Section 08.02.089 Special Permits For Oversize Or Overweight Movements, Section 08.02.0204 Building Contractors and Workers, Section 13.04.2026 Small Taps and Meters – Additional,

Section 13.04.2028 Large Taps and Meters, setting an effective date, and other matters properly related thereto. (Council Sponsors: Council President Wilkerson and Council Member Zappone)  
**Tami Palmquist**

FURTHER ACTION DEFERRED

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## NO SPECIAL CONSIDERATIONS

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## HEARINGS

- |     |  |                             |            |
|-----|--|-----------------------------|------------|
| H1. | a. 2025 Downtown Business Improvement District (BID) Management Plan.  | Accept                      | ORD C36616 |
|     | b. Hearing on the 2025 assessments and assessment roll for the Downtown Parking and Business Improvement Area.   | Hold Hrg. & then Close Hrg. | ORD C36616 |
|     | c. Hearing on Final Reading Ordinance C36616 approving and confirming the 2025 Assessments and Assessment Roll for the Downtown Parking and Business Improvement Area, prepared under Ordinance C32923 as codified and amended in Chapter 4.31C SMC. | Pass Upon Roll Call Vote    | ORD C36616 |
- (Council Sponsors: Council Members Bingle, Zappone, and Klitzke)  
**Amanda Beck**
- |     |  |                             |            |
|-----|--|-----------------------------|------------|
| H2. | a. 2025 East Sprague Parking and Business Improvement Area (PBIA) Management Plan.   | Accept                      | ORD C36617 |
|     | b. Hearing on the 2025 assessments and assessment roll for the East Sprague Parking and Business Improvement Area.   | Hold Hrg. & then Close Hrg. | ORD C36617 |
|     | c. Hearing on Final Reading Ordinance C36617 approving and confirming the 2025 Assessments and Assessment Roll for the East Sprague Parking and Business Improvement Area, prepared under Ordinance C35377 as codified and amended in Chapter 4.31C SMC. | Pass Upon Roll Call Vote    | ORD C36617 |

(Council Sponsors: Council Members Bingle, Zappone, and Klitzke) **Amanda Beck**

- H3. Hearings on Comprehensive Plan Amendments (Final Reading Ordinances C36609 thru C36614) (Council Sponsors: Council Members Zappone, Bingle, and Klitzke):
- Hold Hrgs/  
Close Hrgs
- a. Final Reading Ordinance C36609 relating to application file Z23-474COMP amending Map LU 1, Land Use Plan Map, of the City’s Comprehensive Plan from “Neighborhood Mini Center” and “Residential Low” to “Neighborhood Mini Center” and “Office” for approximately 1.5 acres in the Chief Garry Park Neighborhood; and amending the Zoning Map from “Neighborhood Retail, 35-foot height limit (NR-35)” and “R1” to “Neighborhood Retail, 40-foot height limit (NR-40) and “Office Retail, 40-foot height limit (OR-40).” (By a vote of 9 to 0, the Plan Commission recommends approval.) (Mission & Sinto)  
**Brandon Whitmarsh**
- Pass upon  
Roll Call  
Vote
- ORD C36609
- b. Final Reading Ordinance C36610 relating to application file Z23-476COMP amending Map LU 1, Land Use Plan Map, of the City’s Comprehensive Plan from “Neighborhood Retail,” “Residential Low,” “Office,” and “Conservation Open Space” to “General Commercial” for approximately 3.9 acres in the West Hills Neighborhood; and amending the Zoning Map from “Neighborhood Retail, 35-foot height limit (NR-35),” “R1,” and “Office, 35-foot height limit (O-35)” to “Community Business, 55-foot height limit (CB-55).” (By a vote of 9 to 0, the Plan Commission recommends approval.) (Eighth Avenue)  
**Brandon Whitmarsh**
- Pass upon  
Roll Call  
Vote
- ORD C36610
- c. Final Reading Ordinance C36611 relating to application file Z23-477COMP amending Map LU 1, Land Use Plan Map, of the City’s Comprehensive Plan from “Residential Low” to “General Commercial” for approximately 0.84 acres in the West Hills Neighborhood; and amending the Zoning Map from “R1” to “General Commercial, 75-foot height limit (GC-75)”. (By a vote of 9 to 0, the Plan Commission recommends approval.) (Rustle & Bemis)  
**Kevin Freibott**
- Pass Upon  
Roll Call  
Vote
- ORD C36611
- d. Final Reading Ordinance C36612 relating to application file Z23-478COMP amending Map LU 1, Land Use Plan Map, of the City’s Comprehensive Plan from “Residential Low” to “General Commercial” and “Office” for approximately 5.2
- Pass Upon  
Roll Call  
Vote
- ORD C36612



acres in the West Hills Neighborhood; and amending the Zoning Map from “R1” to “General Commercial, 75-foot height limit (GC-75) and “Office Retail, 55-foot height limit (OR-55).” (By a vote of 8 to 1, the Plan Commission recommends approval.) (Assembly & Bemis)

**Kevin Freibott**

- e. Final Reading Ordinance C36613 relating to application file Z23-479COMP amending Map LU 1, Land Use Plan Map, of the City’s Comprehensive Plan from “Residential Low” to “General Commercial,” “Residential Moderate,” and “Potential Open Space” for approximately 33 acres in the Balboa/South Indian Trail Neighborhood; and amending the Zoning Map from “R1” to “Community Business, 55-foot height limit (CB-55),” Residential Multifamily (RMF),” and “R1.” (By a vote of 8 to 0, with one abstention, the Plan Commission recommends approval.) (Indian Trail)

Pass Upon  
Roll Call  
Vote

ORD C36613

**Kevin Freibott**

- f. Final Reading Ordinance C36614 relating to proposal file Z24-105COMP amending Map LU 1, Land Use Plan Map, of the City’s Comprehensive Plan from “Residential Low,” “Residential Moderate,” “Institutional,” “General Commercial,” “Center and Corridor Transition Area,” and “Center and Corridor Core Area” to “Residential Moderate,” “Residential High,” “Institutional,” and “Center and Corridor Core Area” for approximately 361 acres, consisting of 604 parcels, in the South Logan Study Area, as defined by the South Logan TOD Plan (RES 2024-0015); and amending the Zoning Map from “R1,” “R2,” “Residential Multifamily (RMF),” “Residential High Density, 55-foot height limit (RDH-55),” “Office Retail, 55-foot height limit (OR-55),” “General Commercial, 150-foot height limit (GC-150),” “Context Area 1/2/3/4” (Hamilton Form-based Code), and “Centers and Corridors, District Center (CC1-DC)” to “Residential Multifamily, 40-foot height limit (RMF-40),” “Residential High Density, 55-foot height limit (RHD-55),” “Residential High Density, 75-foot height limit (RHD-75),” “Context Area 1 (CA1)” (Hamilton Form-based Code), and “Centers and Corridors, Employment Center (CC1-EC).” (By a vote of 9 to 0, the Plan Commission recommends approval.) (South Logan TOD Plan Implementation)

Pass Upon  
Roll Call  
Vote

ORD C36614

**KayCee Downey**

- H4. Continuation of Hearing on 2025-2026 Proposed Biennium Budget (continued from November 25, 2024, Agenda). **Hold Hrg. / Close Hrg. FIN 2024-0001**  
**Jessica Stratton**
- 

## OPEN FORUM

At the conclusion of legislative business, the Council shall recess briefly and then hold an open public comment period for up to 20 (twenty) speakers, unless a majority of council members vote otherwise. Each speaker is limited to no more than two minutes. In order to participate in Open Forum, you must sign up beginning at 5:00 p.m. on the Friday immediately preceding the legislative session and ending at 6:00 p.m. on the date of the meeting via the virtual testimony form linked in the meeting packet (<https://my.spokanecity.org/citycouncil/documents/>) or in person outside council chambers beginning at 8:00 a.m. on the day of the legislative session. The virtual sign-up form can also be found here: <https://forms.gle/Vd7n381x3seaL1NW6>. (If you are unable to access the form by clicking the hyperlink, please copy and paste the link address into your browser window.) Speakers must sign themselves in using a name. The individuals assigned to the twenty (20) spaces available will be chosen at random, with preference given to individuals who have not spoken at open forum during that calendar month. Instructions for virtual participation are provided on the form when you sign up. The Open Forum is a limited public forum; all matters discussed in the open forum shall relate to the affairs of the City other than items appearing on the Current or Advance Agendas, pending hearing items, and initiatives or referenda in a pending election. Individuals speaking during the open forum shall address their comments to the Council President and shall not use profanity, engage in obscene speech, or make personal comment or verbal insults about any individual.

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## Motion to Approve Advance Agenda for December 2, 2024 (per Council Rule 2.1.B)

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## ADJOURNMENT

The December 2, 2024, Regular Legislative Session of the City Council is adjourned to December 9, 2024.

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**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 Risk Management at 509.625.6221, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or [mlowmaster@spokanecity.org](mailto:mlowmaster@spokanecity.org). Persons who are deaf or hard of hearing may contact Risk Management through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.



**NOTES**



**Agenda Sheet for City Council:**

**Committee:** PIES **Date:** 11/18/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/20/2024

**Clerk's File #** OPR 2024-1038

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/02/2024

<b>Submitting Dept</b>	FLEET SERVICES	<b>Bid #</b>	SOURCEWELL
------------------------	----------------	--------------	------------

<b>Contact Name/Phone</b>	RICK GIDDINGS 625-7706	<b>Requisition #</b>	RE# 20588
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<b>Contact E-Mail</b>	RGIDDINGS@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Purchase w/o Contract		
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<b>Council Sponsor(s)</b>	BWILKERSON JBINGLE KKLITZKE		
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<b>Agenda Item Name</b>	5100 - PURCHASE OF CAT 305 MINI EXCAVATOR FOR WATER DEPT		
-------------------------	--	--	--

**Agenda Wording**

Fleet would like to purchase a 2024 Caterpillar 305 Mini Excavator from Western States Equipment for the Water Department using a Sourcewell Contract. Total cost including sales tax is \$91,051.46.

**Summary (Background)**

Fleet would like to purchase a 2024 Caterpillar 305 Mini Excavator from Western States Equipment for the Water Department using a Sourcewell Contract. Total cost including sales tax is \$91,051.46. This unit will allow the department to complete work efficiently in smaller spaces with less site remediation.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost	\$ \$91,051.46
------------	----------------

Current Year Cost	\$ \$91,051.46
-------------------	----------------

Subsequent Year(s) Cost	\$ 0
-------------------------	------

**Narrative**

The Water Department selected this machine based on function, availability and cost. Utilizing a Sourcewell contract meets all City competitive purchasing requirements.

**Amount**

**Budget Account**

Expense	\$ 91,051.46	# 4100-42490-94340-56401-11084
Select	\$	#
Select	\$	#
Select	\$	#
	\$	#
	\$	#





## Council Briefing Paper

### Public Infrastructure, Environment & Sustainability Committee

<b>Committee Date</b>	October 21, 2024
<b>Submitting Department</b>	Fleet Services
<b>Contact Name</b>	Rick Giddings
<b>Contact Email &amp; Phone</b>	<a href="mailto:rgiddings@spokanecity.org">rgiddings@spokanecity.org</a> 509-625-7706
<b>Council Sponsor(s)</b>	Wilkerson, Bingle, Klitzke
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	5100 – Purchase of Mini Excavator for Waste to Energy
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	Fleet Services would like to purchase a John Deere 85P Tier Excavator equipped with a waste grapple, 18” bucket and thumb for the Waste to Energy facility from Pape Machinery using a SourceWell contract. This will replace a costly rental unit that the department has been testing. Total cost including sales tax is \$171,671.04.
*use the Fiscal Impact box below for relevant financial information	
<b>Fiscal Impact</b>	
<b>Approved in current year budget?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Total Cost: <u>\$171,671.04</u> Current year cost: \$171,671.04 Subsequent year(s) cost: \$0	
<b>Narrative:</b> <u>Quotes were solicited from 3 qualified dealers. Pape was awarded the sale based on unit capability, quality, dealer service, and cost.</u>	
<b>Funding Source</b> <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring <input type="checkbox"/> N/A Specify funding source: Program revenue Is this funding source sustainable for future years, months, etc? Yes	
<b>Expense Occurrence</b> <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring <input type="checkbox"/> N/A  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
<ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? None Identified.</li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? Data will not be collected.</li> <li>• How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution? Fleet Services collects lifecycle data for future evaluation.</li> </ul>	

**COUNCIL RULES – ATTACHMENT B 1 (STANDARD BRIEFING PAPER)**

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

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not. No Subcommittee for this topic.

Quote Id: 31526013

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Prepared For:  
**CITY OF SPOKANE - SPOKANE**



Prepared By: **PETER VAN VOORHIS**

Pape Machinery, Inc.  
6210 W Rowand Road  
Spokane, WA 99224

Tel: 509-838-5252

Fax: 509-558-2485

Email: [pvanvoorhis@papemachinery.com](mailto:pvanvoorhis@papemachinery.com)

**Quote Summary**

**Prepared For:**  
 CITY OF SPOKANE - SPOKANE  
 WA

**Prepared By:**  
 PETER VAN VOORHIS  
 Pape Machinery, Inc.  
 6210 W Rowand Road  
 Spokane, WA 99224  
 Phone: 509-838-5252  
 pvanvoorhis@papemachinery.com

*This sale is subject to Papé's Terms and Conditions of Sale effective on the date hereof, which are incorporated in full by this reference. The Terms and Conditions of Sale are available at [www.pape.com/terms](http://www.pape.com/terms), and will also be sent by mail or e-mail to the purchaser upon request.*

**Quote Id:** 31526013  
**Created On:** 19 August 2024  
**Last Modified On:** 23 September 2024  
**Expiration Date:** 18 September 2024

<b>Equipment Summary</b>	<b>Selling Price</b>	<b>Qty</b>	<b>Extended</b>
JOHN DEERE 85 P-Tier Excavator Sourcewell Contract #011723-JDC 33% With Waste Grapple	\$ 157,742.74 X	1 =	\$ 157,742.74
<b>Equipment Total</b>			<b>\$ 157,742.74</b>

<b>Quote Summary</b>	
Equipment Total	\$ 157,742.74
SubTotal	\$ 157,742.74
Sales Tax - (8.90%)	\$ 13,928.30
Total	\$ 171,671.04
Down Payment	(0.00)
Rental Applied	(0.00)
<b>Balance Due</b>	<b>\$ 171,671.04</b>

Salesperson : X \_\_\_\_\_

Accepted By : X \_\_\_\_\_

# Selling Equipment

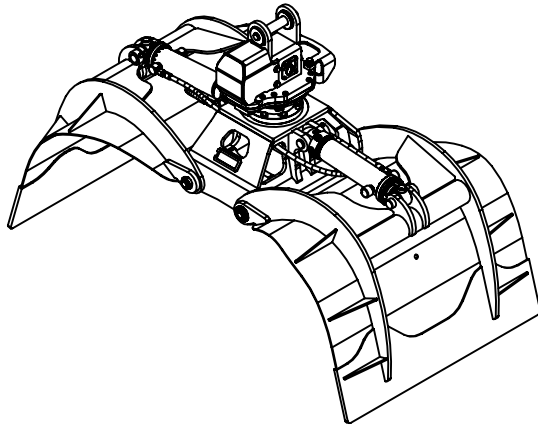

**MACHINERY**

Quote Id: 31526013

## JOHN DEERE 85 P-Tier Excavator Sourcewell Contract #011723-JDC 33% With Waste Grapple

**Hours:**
**Stock Number:**

Code	Description	Qty
8230FF	85 P EXCAVATOR BASE MACHINE	1
<b>Standard Options - Per Unit</b>		
0202	Destination Code - United States	1
0259	English Customer Delivery Packet	1
0403	Configuration 3	1
<b>Dealer Attachments</b>		
	18" HD Dig Bkt w/Pins-PSM	1
	Hyd PGQC-PSM WL I-Lock (NI)	1
	PSM Hyd Prog Link Thumb-Pin Grabber (NI)	1
	Rotobec 110WG Waste & Recycling Grapple w/RT-222 Rotator and Male Quick adapter plate	1
<b>Other Charges</b>		
	Install-HPGQC	1
	Install-Thumb	1
	After Sales 500 Hour Service	1
	Freight and Delivery	1
	Setup	1
	Install-Arm Aux Line Combo Conv, (HKX)	1
	Rotobech install	1

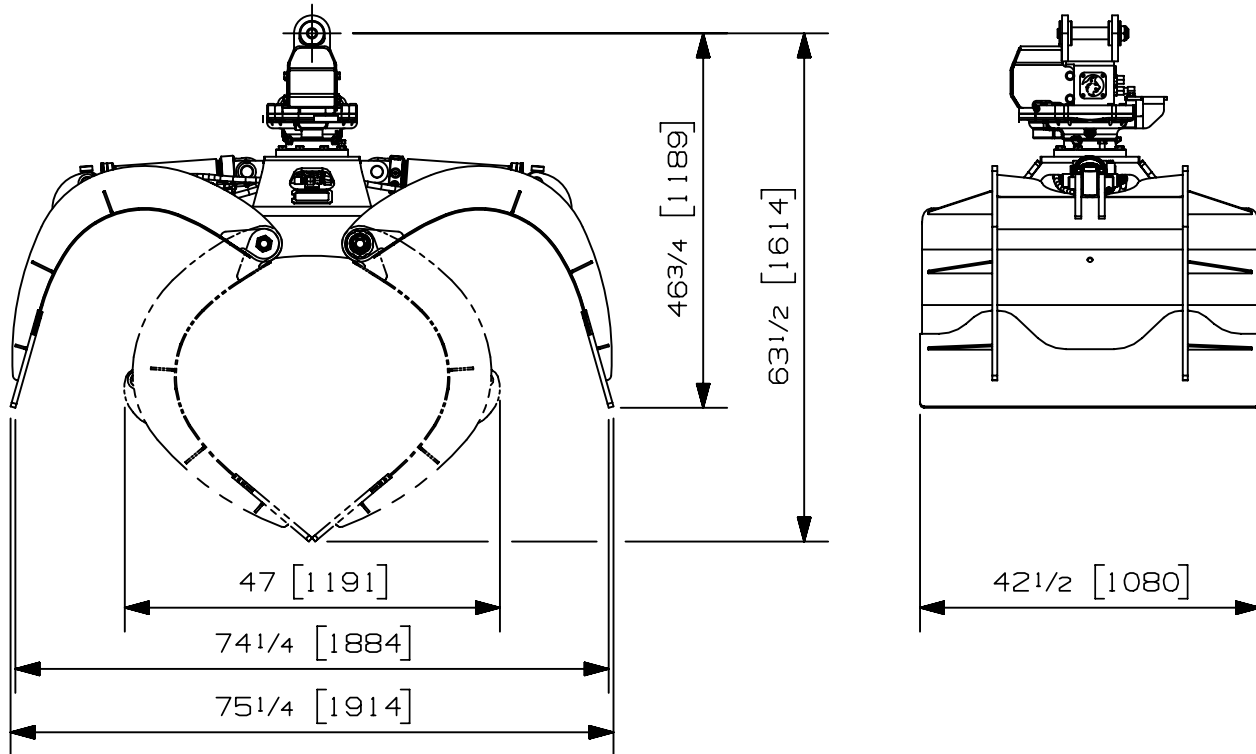


Max load:	- lb	- kg
Volume:	1.10 y <sup>3</sup>	.84 m <sup>3</sup>
Area tip to tip:	5.75 ft <sup>2</sup>	.53 m <sup>2</sup>
Rotator lifting capacity:	22000 lb	9979 kg
Torque at relief pressure:	10700 lb-in 913 psi	1209 Nm 63 bars
Weight:	1195 lb	542 kg

Rotator	Maximum pressure: 5000 psi    345 bars	Recommended flow: 10 gpm    38 l/min
Rotator recommended flow will produce a maximum speed of 30 rpm		

Cylinder	Diameter	Recommended pressure	Pressure range	Flow range	Lock valves
Standard	3 " (76 mm)	3250 psi (224 bars)	2500 - 4000 psi (172-276 bars)	10 - 15 gpm (38-57 l/min.)	No

Grapple cylinder maximum flow will theoretically produce a complete grapple open/close cycle in 4 seconds.



- Options:
- Holding valve
  - 
  - 
  -

web site: [www.rotobec.com](http://www.rotobec.com)

email: [rotobec@rotobec.com](mailto:rotobec@rotobec.com)

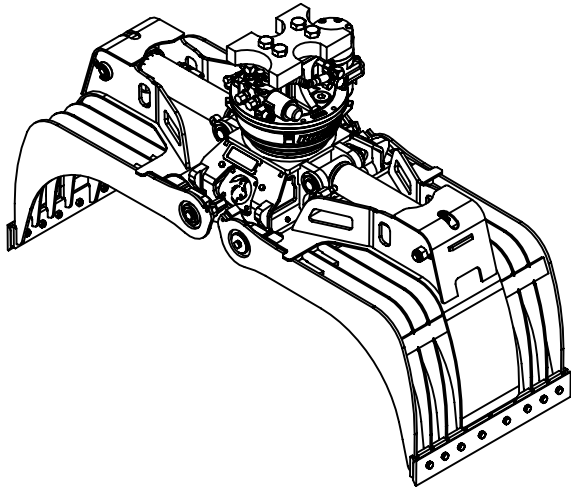
**Rotobec Inc.:** Head office serving OEM's and Eastern Canada    Ph: (418) 383-3002 Fax: (418) 383-5334  
**Rotobec West:** Branch serving Western Canada and Western USA    Ph: (250) 765-1161 Fax: (250) 765-0035  
**Rotobec USA:** Branch serving Eastern and Central USA    Ph: (603) 444-2103 Fax: (603) 444-0327

We reserve the right to change specifications and to improve our products without notice or obligation.

07011-5399  
10/11/2022 J-M.L.



## Mini Power Attachment PC025T RGP-252

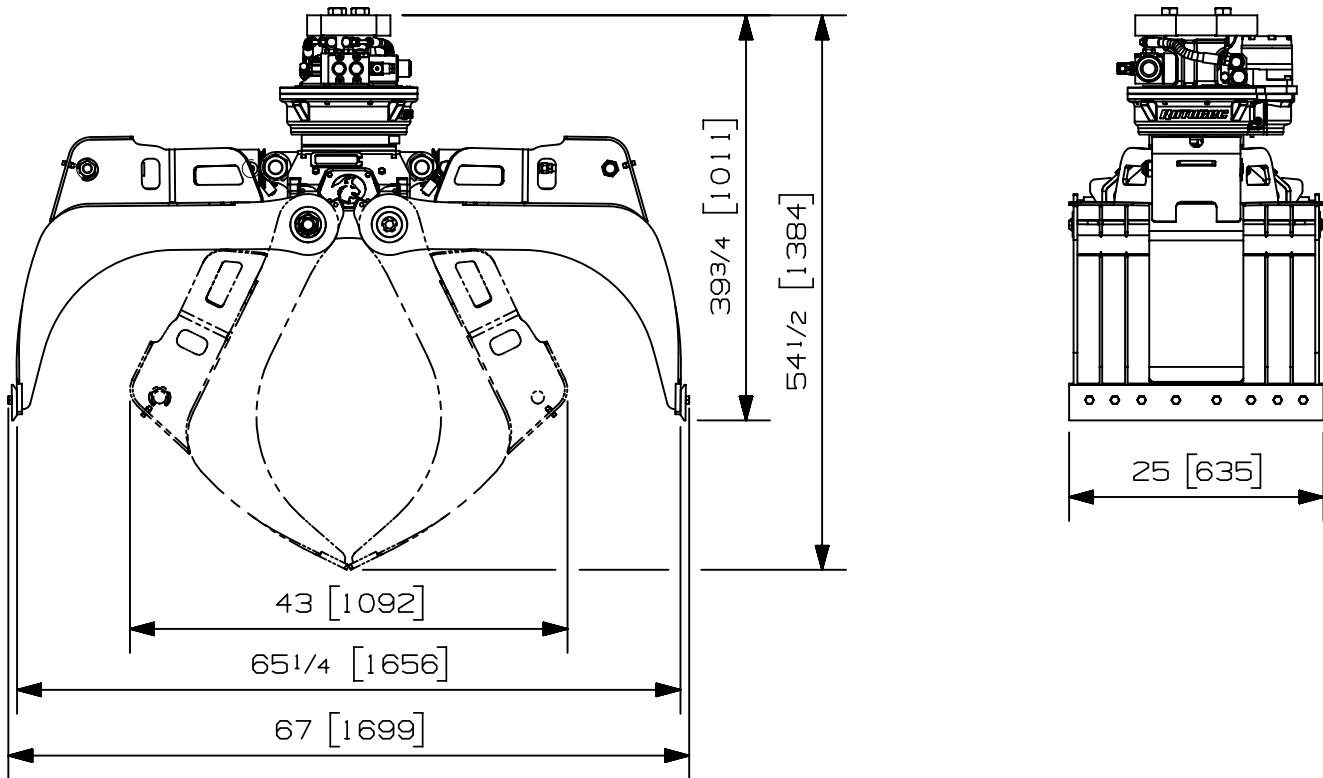


Max load:	- lb	- kg
Volume:	.31 y <sup>3</sup>	.24 m <sup>3</sup>
Area tip to tip:	2.80 ft <sup>2</sup>	.26 m <sup>2</sup>
Rotator lifting capacity:	25000 lb	11340 kg
Torque at relief pressure:	15720 lb-in 913 psi	1776 Nm 63 bars
Weight:	1070 lb	485 kg

Rotator	Maximum pressure: 4200 psi    290 bars	Recommended flow: 10 gpm    38 l/min
Rotator recommended flow will produce a maximum speed of 21 rpm		

Cylinder	Diameter	Recommended pressure	Pressure range	Flow range	Lock valves
Standard	3 " (76 mm)	3700 psi (255 bars)	3200 - 4200 psi (221-290 bars)	9 - 13 gpm (34-49 l/min.)	No

Grapple cylinder maximum flow will theoretically produce a complete grapple open/close cycle in 4 seconds.



Options:

- See also RGP-252 Option for more options
- 
- 
- 

web site: [www.rotobec.com](http://www.rotobec.com)

email: [rotobec@rotobec.com](mailto:rotobec@rotobec.com)

**Rotobec Inc.:** Head office serving OEM's and Eastern Canada

Ph: (418) 383-3002 Fax: (418) 383-5334

**Rotobec West:** Branch serving Western Canada and Western USA

Ph: (250) 765-1161 Fax: (250) 765-0035

**Rotobec USA:** Branch serving Eastern and Central USA

Ph: (603) 444-2103 Fax: (603) 444-0327



**Agenda Sheet for City Council:**

**Committee:** PIES **Date:** 11/18/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/20/2024

**Clerk's File #** OPR 2024-1039

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/02/2024

<b>Submitting Dept</b>	WASTEWATER MANAGEMENT	<b>Bid #</b>	RFQ 6251-24
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<b>Contact Name/Phone</b>	KYLE 625-4647	<b>Requisition #</b>	VALUE BLANKET
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<b>Contact E-Mail</b>	KARRINGTON@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Purchase w/o Contract		
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<b>Council Sponsor(s)</b>	BWILKERSON JBINGLE KKLITZKE		
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<b>Agenda Item Name</b>	4320 VALUE BLANKET TO SUPPLY SODIUM HYDROXIDE SOLUTION		
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**Agenda Wording**

RFQ 6251-24 was issued to procure this product on an as needed basis. The contract shall be with Univar Solutions USA LLC, Inc. for a five-year period beginning January 1, 2025 and terminating on December 31,2030. Total cost of contract \$172,995.00

**Summary (Background)**

Sodium hydroxide solution is used in the membrane filtration process. It is one of the chemicals that are used as part of the cleaning cycle. This is to keep the membranes clean and fully functional. Hydroxide is also used in the neutralization of the membrane waste (everything that the membrane filters out) that is discharged back to the beginning of the plant. Without this the membranes would not run as efficiently, and the membrane waste could cause an upset to the treatment process.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost	\$ 172,995.00
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Current Year Cost	\$ 0
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Subsequent Year(s) Cost	\$ 34,599.00
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**Narrative**

Five-year period beginning approximately January 1, 2025, and terminating December 31, 2030.

**Amount**

**Budget Account**

Expense	\$ 172,995.00	# 4320.43260.35148.53203
Select	\$	#
Select	\$	#
Select	\$	#
	\$	#
	\$	#



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

**Dept Head**

GENNETT, RAYLENE

**Division Director**

FEIST, MARLENE

**Accounting Manager**

ALBIN-MOORE, ANGELA

**Legal**

SCHOEDEL, ELIZABETH

**For the Mayor**

PICCOLO, MIKE

**Additional Approvals**

**PURCHASING**

NECHANICKY, JASON

**Distribution List**

hbarnhart@spokanecity.org

kkeck@spokanecity.org

mmurray@spokanecity.org

Tax & Licenses

tlester@spokanecity.org

rpwrfaccounting@spokanecity.org

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Committee Date</b>	November 18, 2024
<b>Submitting Department</b>	Wastewater Management/RPWRP
<b>Contact Name</b>	Kyle Arrington
<b>Contact Email &amp; Phone</b>	<a href="mailto:karrington@spokanecity.org">karrington@spokanecity.org</a>
<b>Council Sponsor(s)</b>	CP Wilkerson, CM Bingle, CM Klitzke
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Consent to award five (5) year value blanket contract to supply Sodium Hydroxide Solution.
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>RFQ 6251-24 was issued to enable us to procure this necessary product on an as needed basis.</p> <p>Sodium hydroxide solution is used in the membrane filtration process. It is one of the chemicals that are used as part of the cleaning cycle. This is to keep the membranes clean and fully functional. Hydroxide is also used in the neutralization of the membrane waste (everything that the membrane filters out) that is discharged back to the beginning of the plant.</p> <p>Without this the membranes would not run as efficiently, and the membrane waste could cause an upset to the treatment process.</p> <p>The contract shall be with to Univar Solutions USA LLC, Inc. for a five-year period beginning approximately January 1, 2025, and terminating December 31, 2030</p>
<b>Fiscal Impact</b> <b>Approved in current year budget?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Total Cost: <u>\$172,995.00</u> Current year cost: 0 Subsequent year(s) cost: \$34,599.00 per year prior to taxes  <b>Narrative:</b> <u>Operating need from our department chemical budget</u>  <b>Funding Source</b> <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring <input type="checkbox"/> N/A Specify funding source: Program revenue Is this funding source sustainable for future years, months, etc? Yes, for 5 years  <b>Expense Occurrence</b> <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring <input type="checkbox"/> N/A  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities?              Public works services and projects are designed to serve all citizens and businesses. We strive to offer a consistent level of service to all, to distribute public investment throughout the community and to respond to gaps in services identified in various City plans.</li> </ul>	

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

N/A

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

Public Works follows the City's established procurement and public works bidding regulations and policies to bring items forward, and then uses contract management best practices to ensure desired outcomes and regulatory compliance.

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

This work is consistent with annual budget strategies to limit costs and approved projects in the 6-year CIP.

### **Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.

RFQ #6251-24

Sodium Hydroxide Solution 25% As Needed

Description	UOM	Quantity	Pencco, Inc.	Univar
Sodium Hydroxide 25%	Gallon	30,000.00	\$0.00	\$34,299.00
Additional Freight cost per Emergency Delivery ONLY	EA	1	\$0.00	\$300.00
			\$0.00	\$34,599.00
9% Sales Tax			\$0.00	\$3,113.91
Total			\$0.00	\$37,712.91

Brenntag Pacific	Northstar Chemical, Inc
\$46,371.00	\$56,400.00
\$700.00	\$600.00
\$47,071.00	\$57,000.00
\$4,236.39	\$5,130.00
\$51,307.39	\$62,130.00





< Business Lookup

**License Information:**

[New search](#) [Back to results](#)

<b>Entity name:</b>	UNIVAR SOLUTIONS USA LLC
<b>Business name:</b>	UNIVAR SOLUTIONS USA INC.
<b>Entity type:</b>	<a href="#">Limited Liability Company</a>
<b>UBI #:</b>	601-007-463
<b>Business ID:</b>	001
<b>Location ID:</b>	0009
<b>Location:</b>	Active
<b>Location address:</b>	6308 E SHARP AVE SPOKANE WA 99212-1274
<b>Mailing address:</b>	3075 HIGHLAND PKWY STE 200 DOWNERS GROVE IL 60515-5560
<b>Excise tax and reseller permit status:</b>	<a href="#">Click here</a>
<b>Secretary of State status:</b>	<a href="#">Click here</a>

**Governing People** May include governing people not registered with Secretary of State



## Governing people

## Title

COLIN, ALEXA

MALIK, MURTAZA

ONIBOKUN, JUMOKE

RITZENTHALER, BRIAN

RODEMEYER, JOSEPH

## Registered Trade Names

### Registered trade names

### Status

### First issued

UNIVAR SOLUTIONS USA

Active

Mar-20-2019

VAN WATERS & ROGERS

Active

Mar-22-2002

[View Additional Locations](#)

The Business Lookup information is updated nightly. Search date and time: 10/15/2024 11:05:00 AM

[Contact us](#)

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# CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)  
06/06/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Aon Risk Services Central, Inc. Philadelphia PA Office 100 North 18th Street 15th Floor Philadelphia PA 19103 USA	<b>CONTACT NAME:</b> PHONE (A/C. No. Ext): (866) 283-7122      FAX (A/C. No.): 800-363-0105		
	<b>E-MAIL ADDRESS:</b>		
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>	
<b>INSURED</b> Univar Solutions USA LLC 3075 Highland Parkway Suite 200 Downer's Grove IL 60515 USA	INSURER A: Illinois Union Insurance Company		27960
	INSURER B: ACE American Insurance Company		22667
	INSURER C: ACE Fire Underwriters Insurance Co.		20702
	INSURER D: Indemnity Insurance Co of North America		43575
	INSURER E:		
	INSURER F:		

<b>COVERAGES</b>	<b>CERTIFICATE NUMBER: 570106222479</b>	<b>REVISION NUMBER:</b>
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THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. Limits shown are as requested

INSR LTR	TYPE OF INSURANCE	ADDD INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			XSLG47311172 SIR applies per policy terms & conditions	06/07/2024	06/01/2025	EACH OCCURRENCE \$3,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$3,000,000 MED EXP (Any one person) Excluded PERSONAL & ADV INJURY \$3,000,000 GENERAL AGGREGATE \$3,000,000 PRODUCTS - COMP/OP AGG \$3,000,000
B	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			ISA H10704741 Commercial Auto	06/07/2024	06/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$5,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$5,000,000			XCEG27380566011	06/07/2024	06/01/2025	EACH OCCURRENCE \$4,000,000 AGGREGATE \$4,000,000
D	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			WLRC70303772 AOS SCFC70303735 WI	06/07/2024	06/01/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE-EA EMPLOYEE \$1,000,000 E.L. DISEASE-POLICY LIMIT \$1,000,000
A	<b>Environmental Site Liability</b>			PPLG71507944002 Pollution-ClaimsMade Form SIR applies per policy terms & conditions	06/01/2022	06/01/2025	Aggregate \$16,000,000 Ea Condition \$1,000,000 SIR \$1,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
RE: Supply Sodium Hydroide Solution, 25%, to City of Spokane, Riverside Park Water Reclamation Facility. City of Spokane, its officers and employees are included as Additional Insured in accordance with the policy provisions of the General Liability, Automobile Liability and Truckers Liability policies. A waiver of Subrogation is granted in favor of Certificate Holder in accordance with the policy provisions of the General Liability, Automobile Liability, Truckers Liability and Workers' Compensation policies. Should General Liability, Automobile Liability and Truckers Liability policies be cancelled before the expiration date thereof, the policy provisions of each policy will govern how notice of cancellation may be delivered to certificate holders in accordance with the policy provisions of each policy.

### CERTIFICATE HOLDER

### CANCELLATION

City of Spokane Attn: Heather Barnhart 808 W. Spokane Falls Blvd. 4th Floor City Hall Spokane WA 99201 USA	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  <b>AUTHORIZED REPRESENTATIVE</b>  
--	--

Holder Identifier :

Certificate No : 570106222479





# ADDITIONAL REMARKS SCHEDULE

AGENCY Aon Risk Services Central, Inc.		NAMED INSURED Univar Solutions USA LLC	
POLICY NUMBER See Certificate Number: 570106222479			
CARRIER See Certificate Number: 570106222479	NAIC CODE	EFFECTIVE DATE:	

**ADDITIONAL REMARKS**

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,  
FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance**

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER	
INSURER	
INSURER	
INSURER	

**ADDITIONAL POLICIES** If a policy below does not include limit information, refer to the corresponding policy on the ACORD certificate form for policy limits.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
	AUTOMOBILE LIABILITY							
B				MMT H10704856 Truckers Liability	06/07/2024	06/01/2025	Combined Single Limi	\$5,000,000
	WORKERS COMPENSATION							
B		N/A		WCUC70303735 Excess WC--CA OH OR,WA SIR applies per policy terms & conditions	06/07/2024	06/01/2025		
	OTHER							
	Claims Made Form							

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **WRONG DELIVERY OF LIQUID PRODUCTS**

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM  
MOTOR CARRIER COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

**Covered Autos Liability Coverage** is changed by adding the following exclusion:

This insurance does not apply to:

"Bodily injury" or "property damage" resulting from the delivery of any liquid into the wrong receptacle or to the wrong address, or from the delivery of one liquid for another, if the "bodily injury" or "property damage" occurs after delivery has been completed.

Delivery is considered completed even if further service or maintenance work, or correction, repair or replacement is required because of wrong delivery.

## WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS

Named Insured Univar Solutions Inc.			Endorsement Number 31
Policy Symbol MMT	Policy Number H10704856	Policy Period 06/07/2024 TO 06/01/2025	Effective Date of Endorsement
Issued By (Name of Insurance Company) ACE American Insurance Company			

Insert the policy number. The remainder of the information is to be completed only when this endorsement is issued subsequent to the preparation of the policy.

### THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**This Endorsement modifies insurance provided under the following:**

**BUSINESS AUTO COVERAGE FORM  
MOTOR CARRIERS COVERAGE FORM  
AUTO DEALERS COVERAGE FORM**

We waive any right of recovery we may have against the person or organization shown in the Schedule below because of payments we make for injury or damage arising out of the use of a covered auto. The waiver applies only to the person or organization shown in the SCHEDULE.

#### SCHEDULE

Any person or organization against whom you have agreed to waive your right of recovery in a written contract, provided such contract was executed prior to the date of loss.

---

Authorized Representative

**SIGNATURES**

Named Insured Univar Solutions Inc.			Endorsement Number 5
Policy Symbol MMT	Policy Number H10704856	Policy Period 06/07/2024 TO 06/01/2025	Effective Date of Endorsement
Issued By (Name of Insurance Company) ACE American Insurance Company			

THE ONLY COMPANY APPLICABLE TO THIS POLICY IS THE COMPANY NAMED ON THE FIRST PAGE OF THE DECLARATIONS.

By signing and delivering the policy to you, we state that it is a valid contract.

- INDEMNITY INSURANCE COMPANY OF NORTH AMERICA** (A stock company)
- BANKERS STANDARD INSURANCE COMPANY** (A stock company)
- ACE AMERICAN INSURANCE COMPANY** (A stock company)
- ACE PROPERTY AND CASUALTY INSURANCE COMPANY** (A stock company)
- INSURANCE COMPANY OF NORTH AMERICA** (A stock company)
- PACIFIC EMPLOYERS INSURANCE COMPANY** (A stock company)
- ACE FIRE UNDERWRITERS INSURANCE COMPANY** (A stock company)
- WESTCHESTER FIRE INSURANCE COMPANY** (A stock company)

436 Walnut Street, P.O. Box 1000, Philadelphia, Pennsylvania 19106-3703



BRANDON PEENE, Secretary



JOHN J. LUPICA, President

\_\_\_\_\_  
Authorized Representative



**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **POLLUTION LIABILITY – BROADENED COVERAGE FOR COVERED AUTOS – BUSINESS AUTO AND MOTOR CARRIER COVERAGE FORMS**

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM  
MOTOR CARRIER COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

**A. Covered Autos Liability Coverage** is changed as follows:

1. Paragraph **a.** of the **Pollution** Exclusion applies only to liability assumed under a contract or agreement.
2. With respect to the coverage afforded by Paragraph **A.1.** above, Exclusion **B.6. Care, Custody Or Control** does not apply.

**B. Changes In Definitions**

For the purposes of this endorsement, Paragraph **D.** of the **Definitions** Section is replaced by the following:

- D.** "Covered pollution cost or expense" means any cost or expense arising out of:
1. Any request, demand, order or statutory or regulatory requirement that any "insured" or others test for, monitor, clean up, remove, contain, treat, detoxify or neutralize, or in any way respond to, or assess the effects of "pollutants"; or
  2. Any claim or "suit" by or on behalf of a governmental authority for damages because of testing for, monitoring, cleaning up, removing, containing, treating, detoxifying or neutralizing, or in any way responding to or assessing the effects of "pollutants".

"Covered pollution cost or expense" does not include any cost or expense arising out of the actual, alleged or threatened discharge, dispersal, seepage, migration, release or escape of "pollutants":

- a. Before the "pollutants" or any property in which the "pollutants" are contained are moved from the place where they are accepted by the "insured" for movement into or onto the covered "auto"; or
- b. After the "pollutants" or any property in which the "pollutants" are contained are moved from the covered "auto" to the place where they are finally delivered, disposed of or abandoned by the "insured".

Paragraphs **a.** and **b.** above do not apply to "accidents" that occur away from premises owned by or rented to an "insured" with respect to "pollutants" not in or upon a covered "auto" if:

- (1) The "pollutants" or any property in which the "pollutants" are contained are upset, overturned or damaged as a result of the maintenance or use of a covered "auto"; and
- (2) The discharge, dispersal, seepage, migration, release or escape of the "pollutants" is caused directly by such upset, overturn or damage.

**NON-CONTRIBUTORY ENDORSEMENT FOR ADDITIONAL INSURED**

Named Insured Univar Solutions Inc.			Endorsement Number 14
Policy Symbol MMT	Policy Number H10704856	Policy Period 06/07/2024 TO 06/01/2025	Effective Date of Endorsement
Issued By (Name of Insurance Company) ACE American Insurance Company			

Insert the policy number. The remainder of the information is to be completed only when this endorsement is issued subsequent to the preparation of the policy.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**BUSINESS AUTO COVERAGE FORM  
MOTOR CARRIER COVERAGE FORM  
AUTO DEALERS COVERAGE FORM**

**Schedule**

Organization

Additional Insured Endorsement

Any additional insured with whom you have agreed to provide such non-contributory insurance, pursuant to and as required under a written contract executed prior to the date of loss.

*(If no information is filled in, the schedule shall read: "All persons or entities added as additional insureds through an endorsement with the term "Additional Insured" in the title)*

For organizations that are listed in the Schedule above that are also an Additional Insured under an endorsement attached to this policy, the following is added to the Other Insurance Condition under General Conditions:

If other insurance is available to an insured we cover under any of the endorsements listed or described above (the "Additional Insured") for a loss we cover under this policy, this insurance will apply to such loss on a primary basis and we will not seek contribution from the other insurance available to the Additional Insured.

\_\_\_\_\_  
Authorized Representative

USDOT Number: \_\_\_\_\_ Date Received: \_\_\_\_\_

Please note, the expiration date as stated on this form relates to the process for renewing the Information Collection Request for this form with the Office of Management and Budget. This requirement to collect information as requested on this form does not expire. For questions, please contact the Office of Registration and Safety Information, Registration, Licensing, and Insurance Division.

A Federal Agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a current valid OMB Control Number. The OMB Control Number for this information collection is 2126-0008. Public reporting for this collection of information is estimated to be approximately 2 minutes per response, including the time for reviewing instructions, gathering the data needed, and completing and reviewing the collection of information. All responses to this collection of information are mandatory. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, Federal Motor Carrier Safety Administration, MC-RRA, Washington, D.C. 20590.



United States Department of Transportation  
Federal Motor Carrier Safety Administration

## Endorsement for Motor Carrier Policies of Insurance for Public Liability under Sections 29 and 30 of the Motor Carrier Act of 1980

# FORM MCS-90

Issued to Univar Solutions USA LLC of IL  
(Motor Carrier name) (Motor Carrier state or province)

Dated at Wilmington, DE 19803 on this 10th day of June, 2024

Amending Policy Number: MMT H10704856 Effective Date: 06/07/2024

Name of Insurance Company: ACE American Insurance Company

Countersigned by: Robert Rossow  
(authorized company representative)

The policy to which this endorsement is attached provides primary or excess insurance, as indicated for the limits shown (check only one):

- This insurance is primary and the company shall not be liable for amounts in excess of \$ 5,000,000 for each accident.
- This insurance is excess and the company shall not be liable for amounts in excess of \$ \_\_\_\_\_ for each accident in excess of the underlying limit of \$ \_\_\_\_\_ for each accident.

Whenever required by the Federal Motor Carrier Safety Administration (FMCSA), the company agrees to furnish the FMCSA a duplicate of said policy and all its endorsements. The company also agrees, upon telephone request by an authorized representative of the FMCSA, to verify that the policy is in force as of a particular date. The telephone number to call is: 215-640-4555.

Cancellation of this endorsement may be effected by the company or the insured by giving (1) thirty-five (35) days notice in writing to the other party (said 35 days notice to commence from the date the notice is mailed, proof of mailing shall be sufficient proof of notice), and (2) if the insured is subject to the FMCSA's registration requirements under [49 U.S.C. 13901](#), by providing thirty (30) days notice to the FMCSA (said 30 days notice to commence from the date the notice is received by the FMCSA at its office in Washington, DC).

Filings must be transmitted online via the Internet at <https://portal.fmcsa.dot.gov/UrsRegistrationWizard/>.

(continued on next page)

## DEFINITIONS AS USED IN THIS ENDORSEMENT

**Accident** includes continuous or repeated exposure to conditions or which results in bodily injury, property damage, or environmental damage which the insured neither expected nor intended.

**Motor Vehicle** means a land vehicle, machine, truck, tractor, trailer, or semitrailer propelled or drawn by mechanical power and used on a highway for transporting property, or any combination thereof.

**Bodily Injury** means injury to the body, sickness, or disease to any person, including death resulting from any of these.

**Property Damage** means damage to or loss of use of tangible property.

**Environmental Restoration** means restitution for the loss, damage, or destruction of natural resources arising out of the accidental discharge, dispersal, release or escape into or upon the land, atmosphere, watercourse, or body of water, of any commodity transported by a motor carrier. This shall include the cost of removal and the cost of necessary measures taken to minimize or mitigate damage to human health, the natural environment, fish, shellfish, and wildlife.

**Public Liability** means liability for bodily injury, property damage, and environmental restoration.

The insurance policy to which this endorsement is attached provides automobile liability insurance and is amended to assure compliance by the insured, within the limits stated herein, as a motor carrier of property, with Sections 29 and 30 of the Motor Carrier Act of 1980 and the rules and regulations of the Federal Motor Carrier Safety Administration (FMCSA).

In consideration of the premium stated in the policy to which this endorsement is attached, the insurer (the company) agrees to pay, within the limits of liability described herein, any final judgment recovered against the insured for public liability resulting from negligence in the operation, maintenance or use of motor vehicles subject to the financial responsibility requirements of Sections 29 and 30 of the Motor Carrier Act of 1980 regardless of whether or not each motor vehicle is specifically described in the policy and whether or not such negligence occurs on any route or in any territory authorized to be served by the insured or elsewhere. Such insurance as is afforded, for public liability, does not apply to injury to or death of the insured's employees while engaged in the course of their employment, or property transported by the insured, designated as cargo. It is understood and agreed that no condition, provision, stipulation, or limitation contained in the policy, this endorsement, or any other endorsement thereon,

or violation thereof, shall relieve the company from liability or from the payment of any final judgment, within the limits of liability herein described, irrespective of the financial condition, insolvency or bankruptcy of the insured. However, all terms, conditions, and limitations in the policy to which the endorsement is attached shall remain in full force and effect as binding between the insured and the company. The insured agrees to reimburse the company for any payment made by the company on account of any accident, claim, or suit involving a breach of the terms of the policy, and for any payment that the company would not have been obligated to make under the provisions of the policy except for the agreement contained in this endorsement.

It is further understood and agreed that, upon failure of the company to pay any final judgment recovered against the insured as provided herein, the judgment creditor may maintain an action in any court of competent jurisdiction against the company to compel such payment.

The limits of the company's liability for the amounts prescribed in this endorsement apply separately to each accident and any payment under the policy because of anyone accident shall not operate to reduce the liability of the company for the payment of final judgments resulting from any other accident.

(continued on next page)

## SCHEDULE OF LIMITS — PUBLIC LIABILITY

Type of carriage	Commodity transported	January 1, 1985
(1) For-hire (in interstate or foreign commerce, with a gross vehicle weight rating of 10,001 or more pounds).	Property (nonhazardous)	\$750,000
(2) For-hire and Private (in interstate, foreign, or intrastate commerce, with a gross vehicle weight rating of 10,001 or more pounds).	Hazardous substances, as defined in <a href="#">49 CFR 171.8</a> , transported in cargo tanks, portable tanks, or hopper-type vehicles with capacities in excess of 3,500 water gallons; or in bulk Division 1.1, 1.2, and 1.3 materials, Division 2.3, Hazard Zone A, or Division 6.1, Packing Group I, Hazard Zone A material; in bulk Division 2.1 or 2.2; or highway route controlled quantities of a Class 7 material, as defined in <a href="#">49 CFR 173.403</a> .	\$5,000,000
(3) For-hire and Private (in interstate or foreign commerce, in any quantity; or in intrastate commerce, in bulk only; with a gross vehicle weight rating of 10,001 or more pounds).	Oil listed in <a href="#">49 CFR 172.101</a> ; hazardous waste, hazardous materials, and hazardous substances defined in <a href="#">49 CFR 171.8</a> and listed in <a href="#">49 CFR 172.101</a> , but not mentioned in (2) above or (4) below.	\$1,000,000
(4) For-hire and Private (In interstate or foreign commerce, with a gross vehicle weight rating of less than 10,001 pounds).	Any quantity of Division 1.1, 1.2, or 1.3 material; any quantity of a Division 2.3, Hazard Zone A, or Division 6.1, Packing Group I, Hazard Zone A material; or highway route controlled quantities of a Class 7 material as defined in <a href="#">49 CFR 173.403</a> .	\$5,000,000

\*The schedule of limits shown does not provide coverage. The limits shown in the schedule are for information purposes only.

## NOTICE TO OTHERS ENDORSEMENT – SCHEDULE

Named Insured Univar Solutions Inc.			Endorsement Number 16
Policy Symbol MMT	Policy Number H10704856	Policy Period 06/07/2024 TO 06/01/2025	Effective Date of Endorsement
Issued By (Name of Insurance Company) ACE American Insurance Company			

Insert the policy number. The remainder of the information is to be completed only when this endorsement is issued subsequent to the preparation of the policy.

### THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

- A.** If we cancel the Policy prior to its expiration date by notice to you or the first Named insured for any reason other than nonpayment of premium, we will endeavor, as set out below, to send written notice of cancellation, via such electronic or other form of notification as we determine, to the persons or organizations listed in the schedule that you or your representative provide or have provided to us (the "Schedule"). You or your representative must provide us with the physical and/or e-mail address of such persons or organizations, and we will utilize such e-mail address or physical address that you or your representative provided to us on such Schedule.
- B.** The Schedule must be initially provided to us within 15 days after:
  - i. The beginning of the Policy period, if this endorsement is effective as of such date; or
  - ii. This endorsement has been added to the Policy, if this endorsement is effective after the Policy period commences.
- C.** The Schedule must be in an electronic format that is acceptable to us; and must be accurate.
- D.** Our delivery of the notification as described in Paragraph **A.** of this endorsement will be based on the most recent Schedule in our records as of the date the notice of cancellation is mailed or delivered to the first Named Insured.
- E.** We will endeavor to send or deliver such notice to the e-mail address or physical address corresponding to each person or organization indicated in the Schedule at least 30 days prior to the cancellation date applicable to the Policy.
- F.** The notice referenced in this endorsement is intended only to be a courtesy notification to the person(s) or organization(s) named in the Schedule in the event of a pending cancellation of coverage. We have no legal obligation of any kind to any such person(s) or organization(s). Our failure to provide advance notification of cancellation to the person(s) or organization(s) shown in the Schedule shall impose no obligation or liability of any kind upon us, our agents or representatives, will not extend any Policy cancellation date and will not negate any cancellation of the Policy.
- G.** We are not responsible for verifying any information provided to us in any Schedule, nor are we responsible for any incorrect information that you or your representative provide to us. If you or your representative does not provide us with a Schedule, we have no responsibility for taking any action under this endorsement. In addition, if neither you nor your representative provides us with e-mail and physical address information with respect to a particular person or organization, then we shall have no responsibility for taking action with regard to such person or entity under this endorsement.
- H.** We may arrange with your representative to send such notice in the event of any such cancellation.
- I.** You will cooperate with us in providing the Schedule, or in causing your representative to provide the Schedule.
- J.** This endorsement does not apply in the event that you cancel the Policy.

All other terms and conditions of the Policy remain unchanged.

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Authorized Representative



**Agenda Sheet for City Council:**

**Committee:** PIES **Date:** 11/18/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/20/2024

**Clerk's File #** OPR 2024-1040

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/02/2024

**Submitting Dept** WATER & HYDROELECTRIC SERVICES

**Bid #** RFQ 6267-24

**Contact Name/Phone** LOREN SEARL 509-625-7821

**Requisition #** 20607

**Contact E-Mail** LSEARL@SPOKANECITY.ORG

**Agenda Item Type** Purchase w/o Contract

**Council Sponsor(s)** BWILKERSON JBINGLE KKLITZKE

**Agenda Item Name** 4100 CLA-VALVE CONTROL PARTS ORDER

**Agenda Wording**

Purchase from Ferguson Waterworks of Cla-Valve parts for Repair and Maintenance of Pressure Reducing Valves installed in City of Spokane Water System.

**Summary (Background)**

City of Spokane water department has installed Cla-Valve's for over 30 years in the city's system. Currently we have over 100 PRV Cla-Valves in the system. Buying Cla-Valve parts for repair and maintenance offsets the cost of replacing the Cla-Valves with another manufacturer.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$ 135,742.06

Current Year Cost \$ 135,742.06

Subsequent Year(s) Cost \$ Zero

**Narrative**

Reliability of Cla-Valves over other manufacturers have proven cost effective, in both low maintenance, and longevity.

**Amount**

**Budget Account**

Revenue \$ 135,742.06 # 4100 42440 34148 53210 99999

Select \$ #

Select \$ #

Select \$ #

\$ #

\$ #





## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Committee Date</b>	11-18-24
<b>Submitting Department</b>	Water & Hydroelectric Services
<b>Contact Name</b>	Loren Searl
<b>Contact Email &amp; Phone</b>	<a href="mailto:lsearl@spokanecity.org">lsearl@spokanecity.org</a> 509-625-7821
<b>Council Sponsor(s)</b>	Wilkerson, Bingle, Klitzke
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	4100 Cla-Valve Control Parts Order
<b>Proposed Council Action</b>	<input type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	<p>City of Spokane water department has installed Cla-Valve's for over 30 years in the city's system. Currently we have over 100 PRV Cla-Valves in the system. Buying Cla-Valve parts for repair and maintenance offsets the cost of replacing the Cla-Valves with another manufacturer.</p> <p>*use the Fiscal Impact box below for relevant financial information</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$135,742.06</u></p> <p>    Current year cost: 135,742.06</p> <p>    Subsequent year(s) cost: Zero</p> <p><b>Narrative: Reliability of Cla-Valves over other manufactures have proven cost effective, in both low maintenance, and longevity.</b></p> <p><b>Funding Source</b>            <input checked="" type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Program revenue</p> <p>Is this funding source sustainable for future years, months, etc? 4100-42440-34148-53210-99999</p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts (If N/A, please give a brief description as to why)</b></p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? Public works services and projects are designed to serve all citizens and businesses. We strive to offer a consistent level of service to all, to distribute public investment throughout the community and to respond to gaps in services identified in various City plans. We recognize the need to maintain affordability and predictability for utility customers and we are committed to delivering work that is both financially and environmentally responsible. This project is specifically designed to assist low-income residents get caught up on their City utility bills.</li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? N/A</li> </ul>	

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

Public Works follows the City's established procurement and public works bidding regulations and policies to bring items forward, and then uses contract management best practices to ensure desired outcomes and regulatory compliance.

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

This work is consistent with annual budget strategies to limit costs and approved projects in the 6-year CIP.

### **Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.

RFQ 6267-24					
<b>Cla-Val control valve Parts order</b>					
<b>Reference Number</b>	<b>Description</b>	<b>UOM</b>	<b>QTY</b>	<b>Ferguson Waterworks</b>	<b>Consolidated Supply Co.</b>
<b>Business days ARO:</b>				<b>28</b>	<b>15</b>
1. REBUILD ASSEMBLIES	2" Rebuild Assemblies Part #21176618H	Each	5	\$2,508.00	\$2,616.65
2. REBUILD ASSEMBLIES	3" Rebuild Assembly Part #21176620D	Each	4	\$4,502.80	\$4,697.76
3. REBUILD ASSEMBLIES	4" Rebuild Assembly Part# 21176621C	Each	3	\$3,834.00	\$3,999.99
4. REBUILD ASSEMBLIES	6" Rebuild Assembly Part# 21176622B	Each	6	\$12,090.00	\$12,613.32
5. REBUILD ASSEMBLIES	8" Rebuild Assembly Part# 21176623A	Each	3	\$9,965.25	\$10,396.68
6. REBUILD ASSEMBLIES	10" Rebuild Assembly Part# 21176624K	Each	4	\$38,343.40	\$41,871.12
7. REPAIR KITS	2" Repair Kits Part# 21176608K	Each	11	\$2,179.10	\$2,273.37
8. REPAIR KITS	3" Repair Kits Part# 21176604D	Each	8	\$1,942.40	\$2,026.64
9. REPAIR KITS	4" Repair Kits Part# 21176605C	Each	6	\$2,294.10	\$2,393.34
10. REPAIR KITS	6" Repair Kits Part# 21176606B	Each	13	\$7,005.70	\$7,308.86
11. REPAIR KITS	8" Repair Kits Part# 21176607A	Each	6	\$4,530.60	\$4,726.68
12. REPAIR KITS	10" Repair Kits Part# 21176610F	Each	8	\$9,235.60	\$9,635.52
13. REPAIR KITS	12" Repair Kits Part# 21176611E	Each	2	\$2,852.00	\$2,975.56
14	6" Pump Control Repair Kit Part# 20957465F	Each	5	\$2,060.75	\$2,150.00
15	3/8" CRD 30-300 PSI Part# 7194304H	Each	10	\$4,164.00	\$4,344.40
16	1/2" CRL-60 Part# 20840401A	Each	10	\$6,539.00	\$6,822.20
17	CRD SPRING, 15-75 PSI RANGE Part# 71884B	Each	20	\$1,000.00	\$1,044.40

18	CRD SPRING, 30-300 PSI RANGE Part# 71885J	Each	20	\$1,065.00	\$1,111.20	
19	3/8" CV FLOW CONTROL (NO PART#)	Each	10	\$4,270.00	\$4,455.60	
20	6" POSITION INDICATOR X101 Part# 9710002J	Each	5	\$1,017.00	\$1,061.10	
21	8" POSITION INDICATOR X101 Part#C8581F	Each	2	\$504.80	\$526.66	
22	10" POSITION INDICATOR X101 Part# C9187A	Each	2	\$602.80	\$628.88	
23	"Y" STRAINER Part# X42N-2	Each	2	\$511.20	\$533.34	
24	"Y" STRAINER Part# X42N-3	Each	2	\$568.70	\$593.34	
25	"Y" STRAINER Part# X43	Each	2	\$215.10	\$224.44	
26	"Y" STRAINER Part# X44A	Each	2	\$732.70	\$764.44	
				Subtotal	\$124,534.00	\$131,795.49
				Tax 9%	\$11,208.06	\$11,861.59
				Total	\$135,742.06	\$143,657.08

## Bid Response Summary

**Bid Number** RFQ 6267-24  
**Bid Title** Cla-Val control valve parts order  
**Due Date** Tuesday, November 5, 2024 1:00:00 PM [(UTC-08:00) Pacific Time (US & Canada)]  
**Bid Status** Closed to Bidding  
**Company** Ferguson Waterworks  
**Submitted By** Brandon Cushing - Monday, November 4, 2024 8:50:22 AM [(UTC-08:00) Pacific Time (US & Canada)]  
 brandon.cushing@ferguson.com 15094300757

**Comments**

**Question Responses**

Group	Reference Number	Question	Response
Contact			
	1	Indicate the appropriate point of contact (phone number and email) regarding this quote and placement of order if awarded. If these actions will not be managed by the same person, explicitly specify all relevant contacts.	BRANDON CUSHING 509-430-0757 BRANDON.CUSHING@FERGUSON.COM KAIA HAMRICK - ORDER PLACEMENT CONTACT 360-252-2983 KAIA.HAMRICK@FERGUSON.COM
Order Placement/Approval			
	1	This purchase is subject to City Council approval. Approval is anticipated early in early December 2024. The City assumes no obligation to purchase until the purchase is approved by Council and a City purchase order is issued.	Understood and Agreed
Award of Contract			
	1	Award of contract or purchase, when made, will be to the Bidder whose Quote/Bid is the most favorable to the Purchaser, taking into consideration price and the other evaluation factors. INTERLOCAL AND STATE CONTRACTS WHERE APPLICABLE WILL BE CONSIDERED AS A QUOTE/BID. Any order resulting from award will be submitted by Purchasing. Unsuccessful Bidders will not automatically be notified of Quote/Bid results.	I agree and acknowledge
General			
	1	Acceptable product makes/models, where specified, must be adhered to. In the absence of specified acceptable products, the listed technical specifications in each product category represent the minimum qualifications for acceptable product. The make/model of products bid may be required at bid submission; if so, the field will be indicated required on the 'Pricing' tab.	Understood and Agreed

	3	Quoted lead times will be considered in award determinations for each category and may supersede lowest unit cost. Where lead times are the same or similar, the lowest responsive, responsible bidder shall prevail.	Understood and Agreed
Product - CLA-VAL Control parts			
	1 REBUILD ASSEMBLIES	Rebuild Assemblies sizes 2"-10"	Understood and Agreed
	2 REPAIR KITS	Repair Kits sizes 2" to 12", shall be stainless steel	Understood and Agreed
	3	Additional Parts - Y Strainers, Position indicators, CV flow Control, CRD Springs, CRL-60, CRD 30-300 PSI, Pump control repair Kit.	Understood and Agreed
	3.1	Y-Strainer X44A is 3/8", bronze with stainless steel screen.	I acknowledge
	3.2	Acknowledge that you have read through the Cla-val strainer document in the documents tab, for X44A Y-Strainer	I acknowledge
	4	Delivery time shall be a consideration of awarding this contract. Supplier agrees to deliver release orders in full to the City's warehouse within the specified number of business days ARO (actual number of days must be specified to be determined 'responsive' to this request). This timeline shall be held standard throughout the term of any resulting value blanket and will be used by City personnel to plan restocking orders. If quoting different lead times, please clearly indicate:	28
Delivery			
	1	All freight expenses shall be the responsibility of the winning supplier. Unit pricing on this quote is understood to include delivery to the FOB point.	Understood and Agreed
	2	All product shall be ordered/delivered FOB: Destination to 914 E. North Foothills Dr. Spokane, WA 99207.	Understood and Agreed
	3	Partial deliveries shall be accepted and any delivery delays must be communicated to the City employee who placed the order *before* the anticipated delivery date. Supplier is responsible for ensuring all deliveries meet promised timelines and for any resulting expenses, such as expedited freight costs.	Understood and Agreed

4	Individual items are to be packaged in separate boxes clearly marked as to the type and quantity of enclosed item. Boxed items are to be delivered on pallets.	Understood and Agreed
5	Whenever possible, product shall be delivered on Tuesdays, Wednesdays, or Thursdays. When delivery dates are specified, the supplier shall make every possible effort to deliver on the requested date or at least on the preferred delivery days in the same week. If product with a specific delivery date will be delayed more than one (1) week, supplier shall be responsible for communicating an updated delivery date to the Purchaser.	Understood and Agreed
6	The Purchaser's Warehouse is open for deliveries between the hours of 8:00am and 3:00pm on all regular business days (closed weekends).	Understood and Agreed
7	All orders must be completed and delivered in full by June 2025.	Yes
Additional Items		
1	The City of Spokane reserves the right to purchase additional items at the quoted price. Supplier agrees to sell at the same price, terms, and conditions.	Yes
Payment Terms		
1	Supplier agrees payment shall be made via direct deposit/ACH (except as provided by state law or if paid by credit card) according to net30 terms after receipt of goods ordered. A completed ACH application is required (if not already on file) before a City order will be issued. If the City objects to all or any portion of an invoice, it shall notify the supplier and reserve the right to pay only that portion of the invoice not in dispute. In that event, all parties shall immediately make every effort to settle the disputed amount.	Understood and Agreed
2	Supplier agrees to accept Visa credit card payment at no additional fee.	Yes
Sales Tax		
1	The City of Spokane is not a tax exempt entity and is therefore obligated to pay sales tax under Washington State law. Sales tax should not be included in respondent's pricing. All submissions shall be tabulated with the applicable sales tax rate whether that tax shall be charged through the supplier or paid by the City as use tax.	Understood and Agreed



Proprietary  
Information/Public  
Disclosure

1

Materials submitted in response to this competitive procurement shall become the property of the City. All received Proposals shall remain confidential until the award of contract recommendation has been filed with the applicable Council Committee or the City Clerk for City Council action. Thereafter, the Proposals shall be deemed public records as defined in RCW 42.56, "Public Records." Any information in the Proposal that the Proposer desires to claim as proprietary and thus exempt from disclosure under the provisions of existing state law, shall be clearly designated. Each page claimed to be exempt from disclosure must be clearly identified by the word "Confidential" printed on it. Marking the entire Proposal exempt from disclosure will not be honored. The City will consider a Proposer's request for exemption from disclosure; however, the City will make a decision predicated upon state law and regulations. If any information is marked as proprietary in the Proposal, it will not be made available until the affected Proposer has been given an opportunity to seek a court injunction against the requested disclosure.

I acknowledge and agree

Interlocal Purchase  
Agreements

1

The City of Spokane has entered into Interlocal Purchase Agreements with other public agencies pursuant to chapter 39.34 RCW. In submitting a response, the Proposer agrees to provide its services to other public agencies at the same contracted price, terms and conditions it is providing to the City of Spokane, contingent upon the Firm's review and approval at the time of a requested contract. . The Firm's right to refuse to enter into a contract with another public agency at the time of request shall be absolute.

I acknowledge and agree

Business Registration  
Requirement

1	<p>Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained and being the holder of a valid annual business registration or temporary business registration as provided in this chapter. The supplier shall be responsible for contacting the State of Washington Business License Services at <a href="http://bls.dor.wa.gov">http://bls.dor.wa.gov</a> or 1-800-451-7985 to obtain a business registration. If the supplier does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at 509-625-6070 to request an exemption status determination.</p>	Understood and Agreed
2	Supplier's Business Registration No.	FERGUEI976RW
Polychlorinated Biphenyls (PCBs)		
1	<p>In accordance with SMC 7.06.172(A), respondent certifies the products quoted and to be supplied (to include product packaging) do not contain polychlorinated biphenyls (PCBs). Moreover and consistent with SMC 7.06.172(B), the City of Spokane, at its sole discretion, may require (at no cost to the City) the apparent successful respondent to provide testing data (prior to contract execution or issue of purchase order) from an accredited laboratory or testing facility documenting the proposed products and or product packaging polychlorinated biphenyl levels.</p>	Understood and Agreed
2	As far as you know, has this product type been tested for PCBs by a WA State accredited lab using EPA Method 1668c (or equivalent as updated)?	Yes
3	If so, were PCBs found at a measurable level?	No
4	As far as you know, has this actual product been tested for PCBs by a WA State accredited lab using EPA Method 1668 (or equivalent as updated)?	Yes
5	If so, note from whom the results can be obtained.	
6	Do you have reason to believe the product contains measurable levels of PCBs?	No
7	Do you have reason to believe the product packaging contains measurable levels of PCBs?	No
Terms & Conditions		

1	Submission of a bid constitutes acceptance of the Terms & Conditions of this request in accordance with the document so named in the 'Documents' tab.	Understood and Agreed
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### Pricing Responses

Group	Reference Number	Description	Type	Unit Of Measure	Quantity	Unit Price	Ext Base Price	Comment	Make/Model
Product - CLA- VAL Control parts									
	1. REBUILD ASSEMBLIES	2" Rebuild Assemblies Part #21176618H	Base	Each	5.00	\$501.60	\$2,508.00		CLAVAL/21176618H
	2. REBUILD ASSEMBLIES	3" Rebuild Assembly Part #21176620D	Base	Each	4.00	\$1,125.70	\$4,502.80		CLAVAL/21176620D
	3. REBUILD ASSEMBLIES	4" Rebuild Assembly Part# 21176621C	Base	Each	3.00	\$1,278.00	\$3,834.00		
	4. REBUILD ASSEMBLIES	6" Rebuild Assembly Part# 21176622B	Base	Each	6.00	\$2,015.00	\$12,090.00		
	5. REBUILD ASSEMBLIES	8" Rebuild Assembly Part# 21176623A	Base	Each	3.00	\$3,321.75	\$9,965.25		
	6. REBUILD ASSEMBLIES	10" Rebuild Assembly Part# 21176624K	Base	Each	4.00	\$9,585.85	\$38,343.40		
	7. REPAIR KITS	2" Repair Kits Part# 21176608K	Base	Each	11.00	\$198.10	\$2,179.10		
	8. REPAIR KITS	3" Repair Kits Part# 21176604D	Base	Each	8.00	\$242.80	\$1,942.40		
	9. REPAIR KITS	4" Repair Kits Part# 21176605C	Base	Each	6.00	\$382.35	\$2,294.10		
	10. REPAIR KITS	6" Repair Kits Part# 21176606B	Base	Each	13.00	\$538.90	\$7,005.70		
	11. REPAIR KITS	8" Repair Kits Part# 21176607A	Base	Each	6.00	\$755.10	\$4,530.60		
	12. REPAIR KITS	10" Repair Kits Part# 21176610F	Base	Each	8.00	\$1,154.45	\$9,235.60		

13. REPAIR KITS	12" Repair Kits Part# 21176611E	Base	Each	2.00	\$1,426.00	\$2,852.00
14.	6" Pump Control Repair Kit Part# 20957465F	Base	Each	5.00	\$412.15	\$2,060.75
15.	3/8" CRD 30-300 PSI Part# 7194304H	Base	Each	10.00	\$416.40	\$4,164.00
16.	1/2" CRL-60 Part# 20840401A	Base	Each	10.00	\$653.90	\$6,539.00
17.	CRD SPRING, 15-75 PSI RANGE Part# 71884B	Base	Each	20.00	\$50.00	\$1,000.00
18.	CRD SPRING, 30-300 PSI RANGE Part# 71885J	Base	Each	20.00	\$53.25	\$1,065.00
19.	3/8" CV FLOW CONTROL (NO PART#)	Base	Each	10.00	\$427.00	\$4,270.00
20.	6" POSITION INDICATOR X101 Part# 9710002J	Base	Each	5.00	\$203.40	\$1,017.00
21.	8" POSITION INDICATOR X101 Part#C8581F	Base	Each	2.00	\$252.40	\$504.80
22.	10" POSITION INDICATOR X101 Part# C9187A	Base	Each	2.00	\$301.40	\$602.80
23.	"Y" STRAINER Part# X42N-2	Base	Each	2.00	\$255.60	\$511.20
24.	"Y" STRAINER Part# X42N-3	Base	Each	2.00	\$284.35	\$568.70
25.	"Y" STRAINER Part# X43	Base	Each	2.00	\$107.55	\$215.10

26.	"Y" STRAINER Part# X44A	Base	Each	2.00	\$366.35	\$732.70
<b>Total Base Bid</b>		\$124,534.00				

**Agenda Sheet for City Council:****Committee:** PIES **Date:** 11/18/2024**Committee Agenda type:** Consent**Date Rec'd**

11/20/2024

**Clerk's File #**

OPR 2024-1042

**Cross Ref #****Project #****Council Meeting Date:** 12/02/2024**Submitting Dept**

STREETS

**Bid #****Contact Name/Phone**

CLINT HARRIS 625-7744

**Requisition #****Contact E-Mail**

CEHARRIS@SPOKANECITY.ORG

**Agenda Item Type**

Purchase w/o Contract

**Council Sponsor(s)**

BWILKERSON JBINGLE KKLITZKE

**Agenda Item Name**

1100 - STREETS LIQUID DEICER

**Agenda Wording**

The Street Department is seeking approval to renew a contract for liquid deicer at a cost not to exceed \$1.5 million annually.

**Summary (Background)**

This contract, awarded via bid (ITB #6057-24) to GMCO Corporation, effective July 1st, 2024, and expire August 10th, 2028. This product is purchased off the State Contract #11021 and is used in the winter months to aid in road deicing.

Lease? NO Grant related? NO Public Works? YES

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$ 1,500,000.00

Current Year Cost \$ 1,500,000.00

Subsequent Year(s) Cost \$ 1,500,000.00

**Narrative****Amount****Budget Account**

Expense \$ 1,500,000.00

# 1100-21800-42660-53210-99999

Select \$

#

Select \$

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Select \$

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\$

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\$

#



## Committee Briefing Paper

### Public Infrastructure, Environment & Sustainability Committee

<b>Committee Date</b>	11/18/2024
<b>Submitting Department</b>	Streets
<b>Contact Name</b>	Clint Harris
<b>Contact Email &amp; Phone</b>	<a href="mailto:ceharris@spokanecity.org">ceharris@spokanecity.org</a> 625-7744
<b>Council Sponsor(s)</b>	Wilkerson, Bingle, Klitzke
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	1100 – Streets Liquid Deicer
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>The Street Department is seeking approval to renew a contract for liquid deicer at a cost not to exceed \$1.5 million annually.</p> <p>This contract, awarded via bid (ITB #6057-24) to GMCO Corporation, effective July 1<sup>st</sup>, 2024, and expire August 10<sup>th</sup>, 2028. This product is purchased off the State Contract #11021 and is used in the winter months to aid in road deicing.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$1,500,000.00</u></p> <p>    Current year cost: \$1,500,000.00</p> <p>    Subsequent year(s) cost: \$1,500,000/year for each extension year</p> <p><b>Narrative:</b> Please provide financial due diligence review, as applicable, such as number and type of positions, grant match requirements, summary type details (personnel, maintenance and supplies, capital, revenue), impact on rates, fees, or future shared revenue</p> <p><b>Funding Source</b>            <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Program revenue</p> <p>Is this funding source sustainable for future years, months, etc? Yes</p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts</b> (If N/A, please give a brief description as to why)</p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? <u>N/A, product will be used to maintain roadways across the city.</u></li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? <u>N/A, product will be used to maintain roadways across the city.</u></li> </ul>	



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

N/A, product will be used to maintain roadways across the city.

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

N/A, product will be used to maintain roadways across the city.

### **Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.

Subcommittee review not necessary.

State of Washington Contracts & Procurement Division Department of Enterprise Services P.O. Box 41411 Olympia, WA 98504-1411	<b>CONTRACT AMENDMENT</b>	
	Contract No.:	11021
GMCO Corporation PO BOX 1480 Rifle, CO 81650	Amendment No.:	6
	Effective Date:	07-01-2024

**SIXTH AMENDMENT**  
**TO**  
**CONTRACT NO. 11021**  
**SNOW & ICE CONTROL PRODUCTS**

This Sixth Amendment (“Amendment”) to Contract No. 11021 is made and entered into by and between the State of Washington acting by and through the Department of Enterprise Services, a Washington State governmental agency (“Enterprise Services”) and GMCO Corporation, a Colorado Corporation (“Contractor”) and is dated and effective as of July 1, 2024.

**RECITALS**

- A. Enterprise Services and Contractor (collectively the “Parties”) entered into that certain Contract No. 11021 dated effective as of August 1, 2022 (“Contract”).
- B. The Parties previously amended the Contract as follows:
  - i. Amendment 1 effective October 3, 2022 (establishing 80/120 commitments for 2022-2023 winter season);
  - ii. Amendment 2 effective October 1, 2023 (economic price adjustment);
  - iii. Amendment 3 effective November 15, 2023 (establishing 80/120 commitments for 2023-2024 winter season);
  - iv. Amendment 4 effective November 15, 2023 (product add);
  - v. Amendment 5 effective April 15, 2024 (update economic price adjustment and insurance requirements provisions, update the 80/120 Annual Purchase Volume Commitment form and provision, and add Nondiscrimination provision).
- C. The parties now desire to amend the Contract to revise the Economic Adjustment requirements, the 80/120 Annual Purchase Volume Commitment provision (and provide for and attach an 80/120 Annual Purchase Volume Commitment Form for Purchasers to utilize at their discretion), and the Insurance Requirements, and to add a new Nondiscrimination provision required by Washington state law.
- D. The amendment set forth herein is within the scope of the Contract.
- E. The Parties now desire to amend the Contract as follows:
  - i. Perform an annual economic price adjustment;

- ii. Extend the term of the Contract twelve (12) months;
- iii. Revise the sales reporting requirements;
- iv. Update the QPL hyperlink.

## **AGREEMENT**

**NOW THEREFORE**, in consideration of the mutual covenants and agreements set forth herein, the Parties hereby agree to amend the Contract, as previously amended, as follows:

1. **TERM.** In accordance with provision 1. "Term," the Term is extended for twelve (12) months, ending August 1, 2025.
2. **ECONOMIC ADJUSTMENT.** Pursuant to section 3.3 of the Contract, the pricing for the goods is hereby amended by deleting the existing *Exhibit B – Prices for Goods* (dated April 1, 2024) in its entirety and inserting the attached *Exhibit B – Prices for Goods* (dated July 1, 2024). These prices include the agreed economic adjustment from Bureau of Labor and Statistics (BLS) index/indices: PPI series WPU6130271; PPI series PCU32518032518P; PPI series PCU482---482; PPI series PCU484---484, and PPI series PCU483111483111. Price adjustments are based on individual contractor weighted adjustments. There are multiple final negotiated weighted adjustments for the categories.
3. **ANNUAL MASTER CONTRACT SALES REPORT.** Section 12.3 of the Contract (Annual Master Contract Sales Report) is hereby amended by deleting the existing Section 12.3 in its entirety and inserting the following in lieu thereof:

12.3. **ANNUAL CONTRACT SALES REPORT.** Contractor shall provide to Enterprise Services a detailed Annual Contract Sales Report. Such Report shall include, at a minimum, the following:

- DES Contract #11021
- The product purchased (including, as applicable, item number or other identifier)
- Purchaser's Delivery Region, Maintenance Area, Specific location
- Date Ordered
- Delivery Option (3 Day, 7 Day, 30 Day delivery)
- Items and volumes purchased by Purchaser
- Date Delivered to Purchaser's location
- Invoice/Contract price
- Annual total volume sales


This Report must be provided in an electronic format that can be read by Microsoft (MS) Excel. Such Report is due within thirty (30) calendar days of the annual anniversary of the effective date of this Contract.

4. **MONTHLY CONTRACT ACTIVITY REPORTS.** Section 12.4 of the Contract (Monthly Contract Activity Reports) is hereby deleted in its entirety.

5. The embedded hyper link to the Clear Roads Qualified Products List (QPL) is not working, accordingly, to provide the correct hyperlink, Section 1, Section 4.18, and Exhibit A is amended by deleting the existing hyper link in its entirety and replacing it with the following (to provide the correct hyperlink): new hyperlink <https://www.clearroads.org/qualified-product-list/> for the latest Clear Roads Qualified Products List (QPL).
6. NO CHANGE OTHER THAN AMENDMENT. Except as amended herein, the Contract is unaffected and remains in full force and effect.
7. INTEGRATED AGREEMENT; MODIFICATION. This Amendment constitutes the entire agreement and understanding of the Parties with respect to the subject matter and supersedes all prior negotiations and representations. In the event of any conflict between this Amendment and the Contract or any earlier amendment, this Amendment shall control and govern. This Amendment may not be modified except in writing signed by the Parties.
8. AUTHORITY. Each party to this Amendment, and each individual signing on behalf of each party, hereby represents and warrants to the other that it has full power and authority to enter into this Amendment and that its execution, delivery, and performance of this Amendment has been fully authorized and approved, and that no further approvals or consents are required to bind such party.
9. ELECTRONIC SIGNATURES. An electronic signature or electronic record of this Amendment or any other ancillary agreement shall be deemed to have the same legal effect as delivery of an original executed copy of this Amendment or such other ancillary agreement for all purposes.
10. COUNTERPARTS. This Amendment may be executed in one or more counterparts, each of which shall be deemed an original, and all of which counterparts together shall constitute the same instrument which may be sufficiently evidenced by one counterpart. Execution of this Amendment at different times and places by the parties shall not affect the validity thereof so long as all the parties hereto execute a counterpart of this Amendment.

EXECUTED AND EFFECTIVE as of the day and date first above written.

**GMCO CORPORATION**  
**A COLORADO CORPORATION**

By:   
 Name: Rob Greene  
 Title: Director of Sales  
 Date: June 27, 2024

**STATE OF WASHINGTON**  
**DEPARTMENT OF ENTERPRISE SERVICES**

By: Theresa Jensen Digitally signed by Theresa Jensen  
Date: 2024.06.27 16:17:55 -07'00'  
 Name: Theresa Jensen  
 Title: Procurement Supervisor  
 Date: June 27, 2024

PRICES FOR GOODS  
 DATED JULY 1, 2024

**Category 1**  
**Corrosion Inhibited Liquid Magnesium Chloride**

Concentration:	30%
Product:	Torch Cl
Drop Shipment:	\$150.00

**WSDOT Region 1 Northwest**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$272.72	\$267.72
Maintenance Area 2	\$266.02	\$261.02
Maintenance Area 3	\$257.06	\$252.06
Maintenance Area 4	\$248.00	\$243.00
Maintenance Area 5	\$251.30	\$246.30

**WSDOT Region 2 North Central**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$239.69	\$234.69
Maintenance Area 2	\$237.59	\$232.59
Maintenance Area 3	\$235.70	\$230.70

**WSDOT Region 4 Southwest**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$266.48	\$261.48
Maintenance Area 2	\$243.92	\$238.92
Maintenance Area 3	\$266.34	\$261.34
Maintenance Area 4	\$237.15	\$232.15

**WSDOT Region 5 South Central**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$232.71	\$227.71
Maintenance Area 2	\$230.69	\$225.69
Maintenance Area 3	\$231.76	\$226.76
Maintenance Area 4	\$236.06	\$231.06

**WSDOT Region 6 Eastern**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$207.89	\$202.80
Maintenance Area 2	\$207.39	\$202.39
Maintenance Area 3	\$208.62	\$203.62
Maintenance Area 4	\$212.76	\$207.76

**Category 1**  
**Corrosion Inhibited Liquid Magnesium Chloride**

Concentration:	30%
Product:	Torch LT
Drop Shipment:	\$150.00

**WSDOT Region 1 Northwest**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$298.57	\$293.57
Maintenance Area 2	\$288.10	\$283.10
Maintenance Area 3	\$278.58	\$273.58
Maintenance Area 4	\$268.97	\$263.97
Maintenance Area 5	\$272.47	\$267.47

**WSDOT Region 2 North Central**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$260.19	\$255.19
Maintenance Area 2	\$257.97	\$252.97
Maintenance Area 3	\$256.07	\$251.07

**WSDOT Region 4 Southwest**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$299.65	\$294.65
Maintenance Area 2	\$264.62	\$259.62
Maintenance Area 3	\$288.45	\$283.45
Maintenance Area 4	\$257.43	\$252.43

**WSDOT Region 5 South Central**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$252.71	\$247.71
Maintenance Area 2	\$250.57	\$245.57
Maintenance Area 3	\$251.75	\$246.75
Maintenance Area 4	\$256.39	\$251.39

**WSDOT Region 6 Eastern**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$236.67	\$231.67
Maintenance Area 2	\$238.64	\$233.64
Maintenance Area 3	\$237.48	\$232.48
Maintenance Area 4	\$244.68	\$239.68

State of Washington Contracts & Procurement Division Department of Enterprise Services P.O. Box 41411 Olympia, WA 98504-1411	<b>CONTRACT AMENDMENT</b>	
	Contract No.:	11021
GMCO Corporation PO BOX 1480 Rifle, CO 81650	Amendment No.:	5
	Effective Date:	04-15-2024

**FIFTH AMENDMENT**  
**TO**  
**CONTRACT NO. 11021**  
**SNOW & ICE CONTROL PRODUCTS**

This Fifth Amendment (“Amendment”) to Contract No. 11021 is made and entered into by and between the State of Washington acting by and through the Department of Enterprise Services, a Washington State governmental agency (“Enterprise Services”) and GMCO Corporation, a Colorado Corporation (“Contractor”) and is dated and effective as of April 15, 2024.

**RECITALS**

- A. Enterprise Services and Contractor (collectively the “Parties”) entered into that certain Contract No. 11021 dated effective as of August 1, 2022 (“Contract”).
- B. The Parties previously amended the Contract as follows:
  - i. Amendment 1 effective October 3, 2022 (establishing 80/120 commitments for 2022-2023 winter season);
  - ii. Amendment 2 effective October 1, 2023 (economic price adjustment);
  - iii. Amendment 3 effective November 15, 2023 (establishing 80/120 commitments for 2023-2024 winter season);
  - iv. Amendment 4 effective November 15, 2023 (product add);
- C. The parties now desire to amend the Contract to revise the Economic Adjustment requirements, the 80/120 Annual Purchase Volume Commitment provision (and provide for and attach an 80/120 Annual Purchase Volume Commitment Form for Purchasers to utilize at their discretion), and the Insurance Requirements, and to add a new Nondiscrimination provision required by Washington state law.
- D. The amendment set forth herein is within the scope of the Contract.
- E. The Parties now desire to amend the Contract as set forth herein.

**AGREEMENT**

**NOW THEREFORE**, in consideration of the mutual covenants and agreements set forth herein, the Parties hereby agree to amend the Contract, as previously amended, as follows:

1. ECONOMIC ADJUSTMENT. Section 3.2 of the Contract, beginning with the paragraph titled Economic Adjustment to the end of such Section 3.2 is hereby amended by deleting such provisions in their entirety and inserting the following in lieu thereof:

ECONOMIC PRICE ADJUSTMENT. Prices as set forth in *Exhibit B – Prices for Goods*, may be adjusted as set forth herein.

- (a) Price Adjustment for PPI Changes. Beginning April 1, 2024, and annually thereafter, Contractor may request an economic price adjustment (EPA) to prices incorporated by reference as set forth in *Exhibit B – Prices For Goods*. Requests for EPA must be requested in writing and emailed to the Enterprise Service’s Contract Administrator and received by Enterprise Services between April 1st and April 30th of each year. Contractor’s EPA request cannot exceed the annual average percentage changes in the United States Department of Labor, Bureau of Labor and Statistics (BLS) Producer Price Indices (PPI) as set forth in the formula below. Once Contractor’s timely EPA request is received, Enterprise Services will analyze the PPI data to determine the appropriate EPA. Contract prices, as adjusted by an EPA shall be effective thereafter, beginning July 1st; *Provided*, however, that the parties must timely execute a contract amendment to incorporate such price adjustments. If Contractor does not timely submit an EPA request to Enterprise Services, there shall be no EPA allowed on the Contract for that the applicable period, and the following year the EPA shall not be retroactive nor cumulative to account for unrequested EPAs. Enterprise Services shall have the right to review PPI data annually and, if such PPI data reflects a substantial decrease in the annual average PPI, the parties shall amend the Contract to decrease the Contract prices accordingly.

The economic price adjustment shall be calculated as follows:

$$\text{New Price} = \text{Old Price} + (\text{Old Price} \times ((\text{Current Period Index} - \text{Base Period Index}) / \text{Base Period Index}))$$

The “Current Period Index” is the average of the most recent twelve months of BLS Index values, and the “Base Period Index” is the average of the twelve months of BLS Index values prior to the Current Period Index.

PPI values, including those that are preliminary at the time of the request, will be utilized in the analysis.

CATEGORY	PPI NAME	PPI CODE	PERCENTAGE
Rock Salt	PPI Commodity data for Chemicals and allied products-Rock salt, not seasonally adjusted	WPU06130271	
Chemical Manufacturing	PPI Industry data for Other basic inorganic chemical manufacturing – Primary products, not seasonally adjusted	PCU32518032518P	38%



CATEGORY	PPI NAME	PPI CODE	PERCENTAGE
Rail Transportation	PPI industry sub-sector data for Rail transportation, not seasonally adjusted	PCU482---482---	29%
Truck Transportation	PPI industry sub-sector data for Truck transportation, not seasonally adjusted	PCU484---484---	33%
Deep Sea Transportation	PPI industry data for Deep Sea Freight Transportation, not seasonally adjusted	PCU483111483111	

(b) Price Adjustment for Diesel Fuel Surcharges or Credit to the Purchaser (“Costs”). Beginning April 1, 2024, as set forth in this section, for each invoice, Contractor, as appropriate based on diesel fuel cost changes, shall:

- Include a diesel fuel surcharge to the Purchaser (in the event of an increase in diesel fuel costs resulting in an adjustment);
- Include an invoice credit to the Purchaser (in the event of a decrease in diesel fuel costs resulting in an adjustment); or
- State that there is no applicable diesel fuel surcharge or invoice credit (in the event that diesel fuel costs are unchanged, or the change is insufficient to result in an adjustment).

Price adjustments for diesel fuel costs shall be determined and calculated as follows:

- Baseline Diesel Fuel Cost. The parties shall utilize a baseline price for diesel fuel, which shall be the contract average rack price per gallon for ultra-low #2 diesel fuel (ULSD #2 Clear) for Spokane, Washington for March 20, 2024 as reported by the Oil Price Information Service (OPIS) in the OPIS Report subscribed to and received by Enterprise Services.
- Determining Diesel Fuel Cost Changes. The Contract Administrator shall verify and record the OPIS pricing for March 20, 2024 (the baseline price) and, during the remainder of the Contract, for the 20th of each month (or nearest business day). Enterprise Services shall calculate and determine whether diesel fuel cost have increased, decreased, or remained the same and post the relevant data to the Enterprise Services’ contract webpage.
- Diesel Fuel Cost Adjustments. The Parties agree that, notwithstanding diesel fuel price changes, there shall be no diesel fuel price adjustment unless the price change (whether an increase or a decrease) is five percent (5%)

or more from the Baseline Diesel Fuel Price, this change would be reflected in a Diesel Fuel Cost adjustment. If, however, the price change increase or decrease is less than five percent (5%), there shall not be a Diesel Fuel Cost adjustment. The diesel fuel price adjustment shall be \$0.01 per mile for every \$0.05 change in diesel fuel price and shall be applied to the established miles between points in the Purchase Order. Mileage shall be disclosed on each invoice and may be verified by the Purchaser prior to acceptance of a Diesel Fuel Costs.

*Example 1 (OPIS Increase):*

- Baseline price of diesel fuel is \$3.00/gallon.
- OPIS reports the new diesel fuel price is \$3.15/gallon.
- The price change is \$0.15/gallon  $\$3.15$  (new price per gallon) -  $\$3.00$  (baseline price per gallon) =  $\$0.15$  (price change per gallon).
- The price change is five percent (5%)  $\$3.15$  (new price per gallon) -  $\$3.00$  (baseline price per gallon) =  $\$0.15$  (price change), and  $\$.15$  (price change) /  $\$3.00$  (baseline price per gallon) = .05, which is five percent (5%) or more, which is the threshold for a diesel fuel price adjustment).
- Accordingly, Contractor may include a Diesel Fuel Surcharge of \$0.03/mile (which is the \$0.01/per mile for every \$0.05 change in the diesel fuel price and here there is a \$0.15 change and  $\$0.15/\$0.05 = 3$ ).
- If Contractor's mileage for Purchaser is 100 miles round trip, Contractor may include a Diesel Fuel Surcharge of \$3.00 [ $\$0.03/\text{mile} \times 100 \text{ miles} = \$3.00$ ].

*Example 2 (OPIS Decrease):*

- Baseline price of diesel fuel is \$3.00/gallon.
- OPIS reports the new diesel fuel price is \$2.70/gallon.
- The price change is ten percent (10%) [ $\$3.00$  (baseline price per gallon) -  $\$2.70$  (new price per gallon) =  $\$0.30$  (price change), and  $\$3.00$  (baseline price)/ $\$0.30$  (price change) = 10 percent], which is five percent (5%) or more, which is the threshold for a diesel fuel price adjustment).
- Contractor must credit \$0.06/mile (which is the \$0.01/per mile for every \$0.05 change in the

diesel fuel price and here there is a \$0.30 change and  $\$0.30/\$0.05 = 6$ ).

- If Contractor's mileage for Purchaser is 100 miles round trip, Contractor must include a Diesel Fuel Credit to Purchaser in the amount of \$6.00.
- Effective date of price adjustment for diesel fuel costs. Price adjustments for diesel fuel costs, if applicable, shall be effective on the first day of the subsequent month. The parties understand and agree that such adjustments shall be considered an administrative action and shall not require an amendment to this Contract.

Contractor will invoice a separate line item indicating diesel fuel credit and mileage. If the fuel price returns to the baseline, surcharges may no longer be charged.

2. **80 / 120 VOLUME COMMITMENTS.** Section 9 of the Contract is hereby amended by deleting the existing Section 9 in its entirety and inserting the following in lieu thereof:

**9. 80/120 ANNUAL PURCHASE VOLUME COMMITMENTS.**

- 9.1 **80/120 ANNUAL PURCHASE VOLUME COMMITMENT.** Pursuant to this Contract, Contractor shall enable Purchasers to Participate, subject to the terms and conditions set forth herein, in an '80/120 Annual Purchase Volume Commitment' program. Such 80/120 Annual Purchase Volume Commitment requires Purchaser to notify Contractor of its intended annual purchase target volume and requires Purchaser to guarantee to Contractor that Purchaser shall pay for 80% of such target volume regardless of whether Purchaser's actual orders reach 80% of the target volume. Similarly, Contractor guarantees to Purchaser that, if requested by Purchaser, Contractor shall deliver to Purchaser up to 120% of such target volume within the agreed upon time period.
- 9.2 **PURCHASER OPTION TO PARTICIPATE.** Purchasers, optionally at their discretion, shall have the right, on an annual basis, to participate in an 80/120 Annual Purchase Volume Commitment for the products identified below subject to the following:
  - (a) To participate in an 80/120 Annual Purchase Volume Commitment, Purchaser timely must submit to Contractor the 80/120 Annual Purchase Volume Commitment Form no later than August 31st;
  - (b) Purchaser's 80/120 Annual Purchase Volume Commitment Form must state a 'target volume' representing 100% of Purchaser's estimated aggregate need, by included product, for such snow and ice control products for the coming snow season. The aggregate volume commitments total shall include the products purchased between July 1st of the current year and June 30th of the following year.

- (c) Contractor shall sign Purchaser's 80/120 Annual Volume Commitment Form and return the same to Purchaser no later than September 15th of each year.
  - (d) Pursuant to the 80/120 Annual Purchase Volume Commitment, Purchaser guarantees to Contractor that Purchaser shall pay for 80% of Purchaser's stated target volume regardless of whether Purchaser's actual orders reach 80% of such target volume.
  - (e) Pursuant to the 80/120 Annual Purchase Volume Commitment, Contractor guarantees to Purchaser that, if requested by Purchaser, Contractor shall deliver to Purchaser up to 120% of Purchaser's target volume within the agreed upon time period.
- 9.3 SNOW & ICE PRODUCTS INCLUDED IN THE 80/120 ANNUAL PURCHASE VOLUME COMMITMENT. Contractor shall allow Purchasers to include each of the following products in an 80/120 Annual Purchase Volume Commitment:
- Category 1: Corrosion Inhibited Liquid Magnesium Chloride;
  - Category 2: Corrosion Inhibited Liquid Calcium Chloride;
  - Category 4C: Corrosion Inhibited Solid Sodium Chloride - Grade 2;
  - Category 8A-R: Standard Gradation Road Salt; and
  - Category 8B: Standard Gradation Road Salt, Insoluble Material.

3. NONDISCRIMINATION. The following provision is added as a new Section 19.24 to the Contract:

19.24. NONDISCRIMINATION.

- (a) Nondiscrimination Requirement. During the term of this Contract, Contractor, including any subcontractor, shall not discriminate on the bases enumerated at RCW 49.60.530(3). In addition, Contractor, including any subcontractor, shall give written notice of this nondiscrimination requirement to any labor organizations with which Contractor, or subcontractor, has a collective bargaining or other agreement.
- (b) Obligation to Cooperate. Contractor, including any subcontractor, shall cooperate and comply with any Washington state agency investigation regarding any allegation that Contractor, including any subcontractor, has engaged in discrimination prohibited by this Contract pursuant to RCW 49.60.530(3).
- (c) Default. Notwithstanding any provision to the contrary, Enterprise Services may suspend Contractor, including any subcontractor, upon notice of a failure to participate and cooperate with any state agency investigation into alleged discrimination prohibited by this Contract, pursuant to RCW 49.60.530(3). Any such suspension will remain in place until Enterprise Services receives notification that Contractor, including any subcontractor, is cooperating with the investigating state agency. In the event Contractor, or subcontractor, is determined to have engaged in discrimination identified at RCW 49.60.530(3), Enterprise Services may terminate this Contract in whole or in part, and Contractor, subcontractor, or both, may be referred for debarment as provided in

RCW 39.26.200. Contractor or subcontractor may be given a reasonable time in which to cure this noncompliance, including implementing conditions consistent with any court-ordered injunctive relief or settlement agreement.

(d) Remedies for Breach. Notwithstanding any provision to the contrary, in the event of Contract termination or suspension for engaging in discrimination, Contractor, subcontractor, or both, shall be liable for contract damages as authorized by law including, but not limited to, any cost difference between the original Contract and the replacement or cover contract and all administrative costs directly related to the replacement contract, which damages are distinct from any penalties imposed under Chapter 49.60, RCW. Enterprise Services and/or Purchasers shall have the right to deduct from any monies due to Contractor or subcontractor, or that thereafter become due, an amount for damages Contractor or subcontractor will owe Enterprise Services and/or Purchasers for default under this provision.

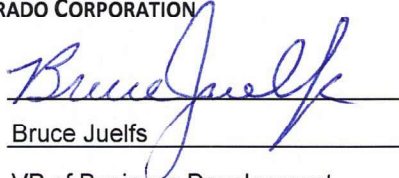
4. INSURANCE REQUIREMENTS. The Contract is hereby amended by deleting the existing **Exhibit C – Insurance Requirements** in its entirety and inserting the attached **Exhibit C – Insurance Requirements** (dated April 15, 2024). As of the effective date of this Amendment, any reference to **Exhibit C – Insurance Requirements** shall be deemed to be a reference to the attached **Exhibit C – Insurance Requirements** (dated April 15, 2024).
5. NO CHANGE OTHER THAN AMENDMENT. Except as amended herein, the Contract is unaffected and remains in full force and effect.
6. INTEGRATED AGREEMENT; MODIFICATION. This Amendment constitutes the entire agreement and understanding of the Parties with respect to the subject matter and supersedes all prior negotiations and representations. In the event of any conflict between this Amendment and the Contract or any earlier amendment, this Amendment shall control and govern. This Amendment may not be modified except in writing signed by the Parties.
7. AUTHORITY. Each party to this Amendment, and each individual signing on behalf of each party, hereby represents and warrants to the other that it has full power and authority to enter into this Amendment and that its execution, delivery, and performance of this Amendment has been fully authorized and approved, and that no further approvals or consents are required to bind such party.
8. ELECTRONIC SIGNATURES. An electronic signature or electronic record of this Amendment or any other ancillary agreement shall be deemed to have the same legal effect as delivery of an original executed copy of this Amendment or such other ancillary agreement for all purposes.

9. COUNTERPARTS. This Amendment may be executed in one or more counterparts, each of which shall be deemed an original, and all of which counterparts together shall constitute the same instrument which may be sufficiently evidenced by one counterpart. Execution of this Amendment at different times and places by the parties shall not affect the validity thereof so long as all the parties hereto execute a counterpart of this Amendment.

EXECUTED AND EFFECTIVE as of the day and date first above written.

**GMCO CORPORATION**  
**A COLORADO CORPORATION**

By: \_\_\_\_\_



Name: Bruce Juelfs

Title: VP of Business Development

Date: April 11, 2024

**STATE OF WASHINGTON**  
**DEPARTMENT OF ENTERPRISE SERVICES**

By: \_\_\_\_\_

**Theresa Jensen** Digitally signed by Theresa Jensen  
Date: 2024.04.12 05:57:25 -07'00'

Name: Theresa Jensen

Title: Procurement Supervisor

Date: April 12, 2024

**INSURANCE REQUIREMENTS  
DATED APRIL 15, 2024**

1. **INSURANCE OBLIGATION.** During the Term of this Contract, Contractor shall possess and maintain in full force and effect, at Contractor's sole expense, the following insurance coverages:
  - a. **COMMERCIAL GENERAL LIABILITY INSURANCE.** Commercial general liability insurance covering bodily injury, property damage, products/completed operations, personal injury, and advertising injury liability on an 'occurrence form' that shall be no less comprehensive and no more restrictive than the coverage provided by Insurance Services Office (ISO) under the most recent version of form CG 00 01 in the amount of not less than \$2,000,000 per occurrence and \$4,000,000 general aggregate. This coverage shall include blanket contractual liability coverage. This coverage shall include a cross-liability clause or separation of insured condition.
  - b. **WORKERS' COMPENSATION INSURANCE.** Contractor shall comply with applicable Workers' Compensation or Industrial Accident insurance providing benefits as required by law.
  - c. **EMPLOYERS' LIABILITY (STOP GAP) INSURANCE.** Employers' liability insurance with limits not less than \$1,000,000 each accident for bodily injury by accident, \$1,000,000 each employee for bodily injury by disease, and \$1,000,000 bodily injury by disease policy limit.
  - d. **COMMERCIAL AUTOMOBILE LIABILITY INSURANCE.** (If applicable, as set forth below) Commercial automobile liability insurance covering the ownership, maintenance, and/or use of all owned/leased, non-owned, and hired vehicles used in the performance of the Contract, with limits of not less than \$5,000,000 per accident, with a combined single limit for bodily injury and property damage liability. Coverage shall be provided on Insurance Services Office (ISO) form number CA 00 01 or an equivalent. If pollutants are to be transported, MCS 90 and CA 9948 (in transit pollution risks coverage) endorsements are required unless in-transit pollution risk is covered under a pollution liability insurance policy.
  - e. **POLLUTION LIABILITY INSURANCE.** (If applicable, as set forth below) Pollution Liability applicable to the work being performed, with a limit no less than \$2,000,000 per claim or occurrence and \$5,000,000 aggregate per policy period of one year. The Pollution Liability policy shall be endorsed to include pollution coverage while in transit, covering materials to be transported by Contractor pursuant to the Contract.
  - f. **TRANSPORTATION POLLUTION LIABILITY COVERAGE.** (If applicable, as set forth below) Transportation pollution liability insurance in an amount not less than \$2,000,000 per occurrence and \$5,000,000 aggregate.

Contractor must have either a Transportation Pollution Liability Insurance, or as an alternative have a Commercial Automobile Liability or Pollution Liability policy as long as such policy is endorsed to include any pollution related claim or occurrence when the Goods are in transit to the Purchasers. If the Contractor uses a third-party commercial transportation provider to deliver all Goods to the Purchasers under this Contract, and such provider has the pollution related coverages as required above, the Contractor does not need to have their own the pollution insurance coverages.

The required limits can be satisfied by any combination of primary, umbrella, or excess policy. The insurance coverage limits set forth herein are the minimum. Contractor's insurance coverage shall be no less than the minimum amounts specified. Coverage in the amounts of these minimum limits, however, shall not be construed to relieve Contractor from liability in excess of such limits. Contractor waives all rights against the State of Washington for the recovery of damages to the extent such damages are covered by any insurance required herein.

2. **INSURANCE CARRIER RATING.** Coverages provided by Contractor must be underwritten by an insurance company deemed acceptable to the State of Washington's Office of Risk Management. Insurance coverage shall be provided by companies authorized to do business within the State of Washington and rated A- Class VII or better in the most recently published edition of Best's Insurance Rating. Enterprise Services reserves the right to reject all or any insurance carrier(s) with an unacceptable financial rating.

3. **ADDITIONAL INSURED.** Commercial General Liability, Commercial Automobile Liability, and Pollution Liability Insurance shall include the State of Washington and all authorized Purchasers (and their agents, officers, and employees) as Additional Insureds evidenced by copy of the Additional Insured Endorsement attached to the Certificate of Insurance on such insurance policies.

4. **CERTIFICATE OF INSURANCE.** Contractor shall furnish to Enterprise Services, as evidence of the insurance coverage required by this Contract, a certificate of insurance satisfactory to Enterprise Services that insurance, in the above-stated kinds and minimum amounts, has been secured. In addition, no less than ten (10) calendar days prior to coverage expiration, Contractor shall furnish to Enterprise Services an updated or renewed certificate of insurance, satisfactory to Enterprise Services, that insurance, in the above-stated kinds and minimum amounts, has been secured. Failure to maintain or provide proof of insurance, as required, will result in contract cancellation. **All policies and certificates of insurance shall include the Contract number stated on the cover of this Contract.** All certificates of Insurance and any related insurance documents shall be delivered to Enterprise Services by email to the email address set forth below or to such other address or email address as Enterprise Services may specify in writing:

[descontractsteamcedar@des.wa.gov](mailto:descontractsteamcedar@des.wa.gov)

**Email**      *Note:* The Email Subject line must state:  
Contract Insurance Certificate – Statewide Contract No. 11021 – Snow & Ice Control Products

5. **PRIMARY COVERAGE.** Contractor's insurance shall apply as primary and shall not seek contribution from any insurance or self-insurance maintained by, or provided to, the additional insureds listed above including, at a minimum, the State of Washington and/or any Purchaser. All insurance or self-insurance of the State of Washington and/or Purchasers shall be excess of any insurance provided by Contractor or subcontractors.

6. **SUBCONTRACTORS.** Contractor shall include all subcontractors as insureds under all required insurance policies. Alternatively, prior to utilizing any subcontractor, Contractor shall cause any such subcontractor to provide insurance that complies with all applicable requirements of the insurance set forth herein and shall furnish separate Certificates of Insurance and endorsements for each subcontractor. Each subcontractor must comply fully with all insurance requirements stated herein. Failure of any subcontractor to comply with insurance requirements does not limit Contractor's liability or responsibility.



7. **WAIVER OF SUBROGATION.** Contractor waives all rights of subrogation against the State of Washington and any Purchaser for the recovery of damages to the extent such damages are or would be covered by the insurance specified herein.
8. **NOTICE OF CHANGE OR CANCELLATION.** There shall be no cancellation, material change, exhaustion of aggregate limits, or intent not to renew insurance coverage, either in whole or in part, without at least sixty (60) calendar days prior written Legal Notice by Contractor to Enterprise Services. Failure to provide such notice, as required, shall constitute default by Contractor. Any such written notice shall include the Contract number stated on the cover of this Contract.
9. **EXTENDED REPORTING PERIOD.** If any required insurance coverage is on a claims-made basis (rather than occurrence), Contractor shall maintain such coverage for a period of no less than three (3) years following expiration or termination of the Contract. \* \* \* END OF INSURANCE REQUIREMENTS \* \* \*

PRICES FOR GOODS  
DATED APRIL 15, 2024

**Category 1**  
**Corrosion Inhibited Liquid Magnesium Chloride**

Concentration:	30%
Product:	Torch CI
Drop Shipment:	\$150.00

**WSDOT Region 1 Northwest**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$ 259.50	\$ 254.50
Maintenance Area 2	\$ 252.64	\$ 247.64
Maintenance Area 3	\$ 243.68	\$ 238.68
Maintenance Area 4	\$ 234.63	\$ 229.63
Maintenance Area 5	\$ 237.92	\$ 232.92

**WSDOT Region 2 North Central**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$ 226.53	\$ 221.53
Maintenance Area 2	\$ 224.46	\$ 219.46
Maintenance Area 3	\$ 222.97	\$ 217.97

**WSDOT Region 4 Southwest**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$ 253.10	\$ 248.10
Maintenance Area 2	\$ 230.54	\$ 225.54
Maintenance Area 3	\$ 252.96	\$ 247.96
Maintenance Area 4	\$ 223.77	\$ 218.77

**WSDOT Region 5 South Central**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$ 219.33	\$ 214.33
Maintenance Area 2	\$ 217.31	\$ 212.31
Maintenance Area 3	\$ 218.55	\$ 213.55
Maintenance Area 4	\$ 223.12	\$ 218.12

**WSDOT Region 6 Eastern**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$ 195.73	\$ 190.73
Maintenance Area 2	\$ 195.37	\$ 190.37
Maintenance Area 3	\$ 196.47	\$ 191.47
Maintenance Area 4	\$ 200.74	\$ 195.74

**Category 1  
Corrosion Inhibited Liquid Magnesium Chloride**

Concentration:	30%
Product:	Torch LT
Drop Shipment:	\$150.00

**WSDOT Region 1 Northwest**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$ 284.10	\$ 279.10
Maintenance Area 2	\$ 273.63	\$ 268.63
Maintenance Area 3	\$ 264.11	\$ 259.11
Maintenance Area 4	\$ 254.49	\$ 249.49
Maintenance Area 5	\$ 257.99	\$ 252.99

**WSDOT Region 2 North Central**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$ 246.19	\$ 241.19
Maintenance Area 2	\$ 244.03	\$ 239.03
Maintenance Area 3	\$ 243.02	\$ 238.02

**WSDOT Region 4 Southwest**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$ 284.61	\$ 279.61
Maintenance Area 2	\$ 250.15	\$ 245.15
Maintenance Area 3	\$ 273.97	\$ 268.97
Maintenance Area 4	\$ 242.96	\$ 237.96

**WSDOT Region 5 South Central**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$ 238.24	\$ 233.24
Maintenance Area 2	\$ 236.09	\$ 231.09
Maintenance Area 3	\$ 237.63	\$ 232.63
Maintenance Area 4	\$ 242.87	\$ 237.87

**WSDOT Region 6 Eastern**

<b>Order/Delivery Area</b>	<b>3 Days</b>	<b>7 Days</b>
Maintenance Area 1	\$ 223.62	\$ 218.62
Maintenance Area 2	\$ 225.59	\$ 220.59
Maintenance Area 3	\$ 224.43	\$ 219.43
Maintenance Area 4	\$ 231.63	\$ 226.63

State of Washington Contracts & Procurement Division Department of Enterprise Services P.O. Box 41411 Olympia, WA 98504-1411	<b>CONTRACT AMENDMENT</b>	
	Contract No.:	11021
GMCO Corporation P.O. Box 1480 Rifle, Co 81650	Amendment No.:	4
	Effective Date:	11-15-2023

**FOURTH AMENDMENT  
TO  
CONTRACT NO. 11021  
SNOW & ICE CONTROL PRODUCTS**

This Fourth Amendment ("Amendment") to Contract No. 11021 is made and entered into by and between the State of Washington acting by and through the Department of Enterprise Services, a Washington State governmental agency ("Enterprise Services") and GMCO Corporation, a Colorado corporation ("Contractor") and is dated and effective as of November 15, 2023.

R E C I T A L S

- A. Enterprise Services and Contractor (collectively the "Parties") entered into that certain Contract No. 11021 dated effective as of August 1, 2022 ("Contract").
- B. The Parties previously amended the Contract October 3, 2022 to reflect order commitments for 80/120 for the winter 2022-2023 season, and on October 1, 2023 for an economic price increase, and on October 15, 2023 to reflect order commitments for 80/120 for the 2023-2024 winter season.
- C. The Parties now desire to add a new product to Exhibit B.
- D. The amendment set forth herein is within the scope of the Contract.

A G R E E M E N T

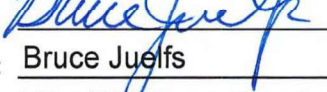
NOW THEREFORE, in consideration of the mutual covenants and agreements set forth herein, the Parties hereby agree to amend the Contract, as previously amended, as follows:

1. EXHIBIT B – NEW PRODUCT **Exhibit B – Prices** of the Contract is hereby amended by deleting the existing *Exhibit B - Prices* in its entirety and inserting the attached **Exhibit B - Prices** (dated 11/15/23) adding product Torch LT to Category 1. As of the effective date of this Amendment, any reference to **Exhibit B - Prices** shall be deemed to be a reference to the attached **Exhibit B - Price** (dated 11/15/23).
2. NO CHANGE OTHER THAN AMENDMENT. Except as amended herein, the Contract is unaffected and remains in full force and effect.

3. INTEGRATED AGREEMENT; MODIFICATION. This Amendment constitutes the entire agreement and understanding of the Parties with respect to the subject matter and supersedes all prior negotiations and representations. In the event of any conflict between this Amendment and the Contract or any earlier amendment, this Amendment shall control and govern. This Amendment may not be modified except in writing signed by the Parties.
4. AUTHORITY. Each party to this Amendment, and each individual signing on behalf of each party, hereby represents and warrants to the other that it has full power and authority to enter into this Amendment and that its execution, delivery, and performance of this Amendment has been fully authorized and approved, and that no further approvals or consents are required to bind such party.
5. ELECTRONIC SIGNATURES. An electronic signature of this Amendment or any other ancillary agreement shall be deemed to have the same legal effect as delivery of an original executed copy of this Amendment or such other ancillary agreement for all purposes.
6. COUNTERPARTS. This Amendment may be executed in one or more counterparts, each of which shall be deemed an original, and all of which counterparts together shall constitute the same instrument which may be sufficiently evidenced by one counterpart. Execution of this Amendment at different times and places by the parties shall not affect the validity thereof so long as all the parties hereto execute a counterpart of this Amendment.

EXECUTED AND EFFECTIVE as of the day and date first above written.

**GMCO CORPORATION,  
A COLORADO CORPORATION**

By:   
 Name: Bruce Juelfs  
 Title: VP of Business Development  
 Date: February 12, 2024

**STATE OF WASHINGTON  
DEPARTMENT OF ENTERPRISE SERVICES**

By: Theresa Jensen Digitally signed by Theresa Jensen  
Date: 2024.02.12 17:02:45 -08'00'  
 Name: Theresa Jensen  
 Title: Procurement Supervisor  
 Date: February 12, 2024



Prices for Goods

**Category 1  
Corrosion Inhibited Liquid Magnesium Chloride**

Concentration:	30%
Product:	Torch CI
Drop Shipment:	\$150.00

**WSDOT Region 1 Northwest**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$ 259.50	\$ 254.50
Maintenance Area 2	\$ 252.64	\$ 247.64
Maintenance Area 3	\$ 243.68	\$ 238.68
Maintenance Area 4	\$ 234.63	\$ 229.63
Maintenance Area 5	\$ 237.92	\$ 232.92

**WSDOT Region 2 North Central**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$ 226.53	\$ 221.53
Maintenance Area 2	\$ 224.46	\$ 219.46
Maintenance Area 3	\$ 222.97	\$ 217.97

**WSDOT Region 4 Southwest**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$ 253.10	\$ 248.10
Maintenance Area 2	\$ 230.54	\$ 225.54
Maintenance Area 3	\$ 252.96	\$ 247.96
Maintenance Area 4	\$ 223.77	\$ 218.77

**WSDOT Region 5 South Central**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$ 219.33	\$ 214.33
Maintenance Area 2	\$ 217.31	\$ 212.31
Maintenance Area 3	\$ 218.55	\$ 213.55
Maintenance Area 4	\$ 223.12	\$ 218.12

**WSDOT Region 6 Eastern**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$ 195.73	\$ 190.73
Maintenance Area 2	\$ 195.37	\$ 190.37
Maintenance Area 3	\$ 196.47	\$ 191.47
Maintenance Area 4	\$ 200.74	\$ 195.74

**Category 1  
Corrosion Inhibited Liquid Magnesium Chloride**

Concentration:	30%
Product:	Torch LT
Drop Shipment:	\$150.00

**WSDOT Region 1 Northwest**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$ 284.10	\$ 279.10
Maintenance Area 2	\$ 273.63	\$ 268.63
Maintenance Area 3	\$ 264.11	\$ 259.11
Maintenance Area 4	\$ 254.49	\$ 249.49
Maintenance Area 5	\$ 257.99	\$ 252.99

**WSDOT Region 2 North Central**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$ 246.19	\$ 241.19
Maintenance Area 2	\$ 244.03	\$ 239.03
Maintenance Area 3	\$ 243.02	\$ 238.02

**WSDOT Region 4 Southwest**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$ 284.61	\$ 279.61
Maintenance Area 2	\$ 250.15	\$ 245.15
Maintenance Area 3	\$ 273.97	\$ 268.97
Maintenance Area 4	\$ 242.96	\$ 237.96

**WSDOT Region 5 South Central**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$ 238.24	\$ 233.24
Maintenance Area 2	\$ 236.09	\$ 231.09
Maintenance Area 3	\$ 237.63	\$ 232.63
Maintenance Area 4	\$ 242.87	\$ 237.87



### WSDOT Region 6 Eastern

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$ 223.62	\$ 218.62
Maintenance Area 2	\$ 225.59	\$ 220.59
Maintenance Area 3	\$ 224.43	\$ 219.43
Maintenance Area 4	\$ 231.63	\$ 226.63

State of Washington Contracts & Procurement Division – Internal Contracts Department of Enterprise Services P.O. Box 41411 Olympia, WA 98504-1411	<b>CONTRACT AMENDMENT</b>	
	Contract No.:	11021
GMCO Corporation P.O. Box 1480 228 Powerline Road Rifle, CO 81650	Amendment No.:	3
	Effective Date:	11/15/23

**THIRD AMENDMENT  
TO  
CONTRACT NO. 11021  
SNOW & ICE CONTROL PRODUCTS**

This Third Amendment (“Amendment”) to Contract No. 11021 is made and entered into by and between the State of Washington acting by and through the Department of Enterprise Services, a Washington State governmental agency (“Enterprise Services”) and GMCO Corporation, a Colorado corporation (“Contractor”) and is dated and effective as of November 15, 2023.

R E C I T A L S

- A. Enterprise Services and Contractor (collectively the “Parties”) entered that certain Contract No. 11021 dated effective as of August 1, 2022 (“Contract”).
- B. The Parties previously amended the Contract by instrument titled First Amendment to Contract (dated October 3, 2022) to reflect order commitments for 80/120 for the winter 2022-2023 season; and by instrument titled Second Amendment to Contract (dated October 1, 2023) for an economic price adjustment.
- C. The Parties now desire to amend the Contract to reflect order commitments for 80/120 for the winter 2023-2024 season.
- D. The amendment set forth herein is within the scope of the Contract.

A G R E E M E N T

NOW THEREFORE, in consideration of the mutual covenants and agreements set forth herein, the Parties hereby agree to amend the Contract, as previously amended, as follows:

- 1. 80/120 VOLUME COMMITMENTS. The parties agree that these are the original target commitments for the 2023/2024 winter maintenance season for WSDOT Regions and Political Subdivisions.

Space intentionally left blank.

**GMCO**

**Category 1: Corrosion Inhibited Liquid Magnesium Chloride**


Region	Customer	80%	Target (100%)	120%	Unit of Measurement	Product
Southwest	WSDOT	299	374	449	Tons	Torch CL
South Central	WSDOT	1760	2220	2640	Tons	Torch CL
Eastern	WSDOT	960	3774	4529	Tons	Torch CL
Northwest	City of Renton	6400	8000	9600	Gallons	Torch CL

- 2. NO CHANGE OTHER THAN AMENDMENT. Except as amended herein, the Contract is unaffected and remains in full force and effect.
- 3. INTEGRATED AGREEMENT; MODIFICATION. This Amendment constitutes the entire agreement and understanding of the Parties with respect to the subject matter and supersedes all prior negotiations and representations. In the event of any conflict between this Amendment and the Contract or any earlier amendment, this Amendment shall control and govern. This Amendment may not be modified except in writing signed by the Parties.
- 4. AUTHORITY. Each party to this Amendment, and each individual signing on behalf of each party, hereby represents and warrants to the other that it has full power and authority to enter into this Amendment and that its execution, delivery, and performance of this Amendment has been fully authorized and approved, and that no further approvals or consents are required to bind such party.
- 5. ELECTRONIC SIGNATURES. An electronic signature of this Amendment or any other ancillary agreement shall be deemed to have the same legal effect as delivery of an original executed copy of this Amendment or such other ancillary agreement for all purposes.
- 6. COUNTERPARTS. This Amendment may be executed in one or more counterparts, each of which shall be deemed an original, and all of which counterparts together shall constitute the same instrument which may be sufficiently evidenced by one counterpart. Execution of this Amendment at different times and places by the parties shall not affect the validity thereof so long as all the parties hereto execute a counterpart of this Amendment.

EXECUTED AND EFFECTIVE as of the day and date first above written.

**GMCO CORPORATION**  
**A COLORADO CORPORATION**

**STATE OF WASHINGTON**  
**DEPARTMENT OF ENTERPRISE SERVICES**

By:   
Name: Bruce Juelfs  
Title: VP of Business Development  
Date: November 30, 2023

By: Theresa Jensen Digitally signed by Theresa Jensen  
Date: 2024.02.14 06:40:35 -08'00'  
Name: **THERESA JENSEN**  
Title: **PROCUREMENT SUPERVISOR**  
Date: **FEBRUARY 13, 2024**

State of Washington Contracts & Procurement Division Department of Enterprise Services P.O. Box 41411 Olympia, WA 98504-1411	<b>CONTRACT AMENDMENT</b>	
	Contract No.:	11021
GMCO Corporation P.O. Box 1480 Rifle, Co 81650	Amendment No.:	2
	Effective Date:	10-1-2023

**SECOND AMENDMENT  
TO  
CONTRACT NO. 11021  
SNOW & ICE CONTROL PRODUCTS**

This Second Amendment ("Amendment") to Contract No. 11021 is made and entered into by and between the State of Washington acting by and through the Department of Enterprise Services, a Washington State governmental agency ("Enterprise Services") and GMCO Corporation, a Colorado corporation ("Contractor") and is dated and effective as of October 1, 2023.

RECITALS

- A. Enterprise Services and Contractor (collectively the "Parties") entered into that certain Contract No. 11021 dated effective as of August 1, 2022 ("Contract").
- B. The Parties previously amended the Contract October 3, 2022 to reflect order commitments for 80/120 for the winter 2022-2023 season.
- C. The Parties now desire to amend the Contract to update pricing.
- D. The amendment set forth herein is within the scope of the Contract.

AGREEMENT

NOW THEREFORE, in consideration of the mutual covenants and agreements set forth herein, the Parties hereby agree to amend the Contract, as previously amended, as follows:


1. ECONOMIC PRICE ADJUSTMENT. Pursuant to section 3.3 of the contract, the pricing for the goods/services is hereby amended by deleting the existing Exhibit B –Prices for Goods in its entirety and inserting the attached Exhibit B – Prices for Goods October 1, 2023. These prices include the agreed economic adjustment from Bureau of Labor and Statistics (BLS) index/indices: 3.60% PPI series WPU6130271; 19.26% PPI series PCU325180325180p; 6.84% PPI series PCU482482; 5.43% PPI series PCU484484; 20.70% PPI series PCU483111483111. Increases are based on individual vendor weighted adjustments per contractual agreements. The final negotiated weighted adjustment for this vendor is 11.28%. The contract pricing for the goods is hereby amended by deleting the existing Exhibit B – Prices for Goods in its entirety and inserting the attached Exhibit B – Prices for Goods October 1, 2023.



2. **NO CHANGE OTHER THAN AMENDMENT.** Except as amended herein, the Contract is unaffected and remains in full force and effect.
3. **INTEGRATED AGREEMENT; MODIFICATION.** This Amendment constitutes the entire agreement and understanding of the Parties with respect to the subject matter and supersedes all prior negotiations and representations. In the event of any conflict between this Amendment and the Contract or any earlier amendment, this Amendment shall control and govern. This Amendment may not be modified except in writing signed by the Parties.
4. **AUTHORITY.** Each party to this Amendment, and each individual signing on behalf of each party, hereby represents and warrants to the other that it has full power and authority to enter into this Amendment and that its execution, delivery, and performance of this Amendment has been fully authorized and approved, and that no further approvals or consents are required to bind such party.
5. **ELECTRONIC SIGNATURES.** An electronic signature of this Amendment or any other ancillary agreement shall be deemed to have the same legal effect as delivery of an original executed copy of this Amendment or such other ancillary agreement for all purposes.
6. **COUNTERPARTS.** This Amendment may be executed in one or more counterparts, each of which shall be deemed an original, and all of which counterparts together shall constitute the same instrument which may be sufficiently evidenced by one counterpart. Execution of this Amendment at different times and places by the parties shall not affect the validity thereof so long as all the parties hereto execute a counterpart of this Amendment.

EXECUTED AND EFFECTIVE as of the day and date first above written.

**GMCO CORPORATION,  
A COLORADO CORPORATION**

By:   
 Name: Bruce Juefs  
 Title: VP of Business Development  
 Date: September 29, 2023

**STATE OF WASHINGTON  
DEPARTMENT OF ENTERPRISE SERVICES**

By: Theresa Jensen Digitally signed by Theresa Jensen  
Date: 2023.10.10 12:42:20 -0700  
 Name: Theresa Jensen  
 Title: Procurement Supervisor  
 Date: 10/10/2023

Prices for Goods

**Category 1**  
**Corrosion Inhibited Liquid Magnesium Chloride**

Concentration:	30%
Product:	Torch CI
Drop Shipment:	\$150.00

**WSDOT Region 1 Northwest**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$ 259.50	\$ 254.50
Maintenance Area 2	\$ 252.64	\$ 247.64
Maintenance Area 3	\$ 243.68	\$ 238.68
Maintenance Area 4	\$ 234.63	\$ 229.63
Maintenance Area 5	\$ 237.92	\$ 232.92

**WSDOT Region 2 North Central**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$ 226.53	\$ 221.53
Maintenance Area 2	\$ 224.46	\$ 219.46
Maintenance Area 3	\$ 222.97	\$ 217.97

**WSDOT Region 4 Southwest**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$ 253.10	\$ 248.10
Maintenance Area 2	\$ 230.54	\$ 225.54
Maintenance Area 3	\$ 252.96	\$ 247.96
Maintenance Area 4	\$ 223.77	\$ 218.77

**WSDOT Region 5 South Central**

Order/Delivery Area	3 Days	7 Days
Maintenance Area 1	\$ 219.33	\$ 214.33
Maintenance Area 2	\$ 217.31	\$ 212.31
Maintenance Area 3	\$ 218.55	\$ 213.55

Maintenance Area 4	\$	223.12	\$	218.12
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**WSDOT Region 6 Eastern**

Order/Delivery Area		3 Days		7 Days
Maintenance Area 1	\$	195.73	\$	190.73
Maintenance Area 2	\$	195.37	\$	190.37
Maintenance Area 3	\$	196.47	\$	191.47
Maintenance Area 4	\$	200.74	\$	195.74

State of Washington Contracts & Procurement Division Department of Enterprise Services P.O. Box 41411 Olympia, WA 98504-1411	<b>CONTRACT AMENDMENT</b>	
	Contract No.:	11021
GMCO Corporation P.O. Box 1480 Rifle, Co 81650	Amendment No.:	1
	Effective Date:	10-3-2022

**FIRST AMENDMENT  
TO  
STATEWIDE CONTRACT NO. 11021  
SNOW & ICE CONTROL PRODUCTS**

This First Amendment ("Amendment") to Contract No. 11021 is made and entered into by and between the State of Washington acting by and through the Department of Enterprise Services, a Washington State governmental agency ("State") and GMCO Corporation, a Corporation ("Contractor") and is dated as of October 3rd, 2022.

**RECITALS**

- A. State and Contractor (collectively the "Parties") entered into that certain Contract No. 11021 for Snow and Ice Control Products dated effective as of August 1, 2022 ("Contract").
- B. The Parties have not previously amended the Contract.
- C. The amendment set forth herein is within the scope of the Contract.
- D. The Parties now desire to amend the Contract as set forth herein.

**AGREEMENT**

NOW THEREFORE, in consideration of the mutual covenants and agreements set forth herein, the Parties hereby agree to amend the Contract, as previously amended, as follows:

- 1. TOPIC. 80/120 Target Commitments. The parties agree that these are the original target commitments for the 2022/2023 winter maintenance season for WSDOT Regions and Political Subdivisions:

**WSDOT**

Category 1: Magnesium						
Region	Customer	80%	Target (100%)	120%	Unit of Measure	Product
Southwest	WSDOT	307	384	460	Tons	Torch CI
South Central	WSDOT	1,576	1,970	2,364	Tons	Torch CI
Eastern	WSDOT	960	1,200	1,440	Tons	Torch CI



Political Subdivisions

Category 1: Magnesium						
Region	Customer	80%	Target (100%)	120%	Unit of Measure	Product
Northwest	City of Renton	5600	6720	7000	Gallons	Torch CI

2. NO CHANGE OTHER THAN AMENDMENT. Except as amended herein, the Contract is unaffected and remains in full force and effect.
3. INTEGRATED AGREEMENT; MODIFICATION. This Amendment constitutes the entire agreement and understanding of the Parties with respect to the subject matter and supersedes all prior negotiations and representations. In the event of any conflict between this Amendment and the Contract or any earlier amendment, this Amendment shall control and govern. This Amendment may not be modified except in writing signed by the Parties.
4. AUTHORITY. Each party to this Amendment, and each individual signing on behalf of each party, hereby represents and warrants to the other that it has full power and authority to enter into this Amendment and that its execution, delivery, and performance of this Amendment has been fully authorized and approved, and that no further approvals or consents are required to bind such party.
5. ELECTRONIC SIGNATURES. An electronic signature or electronic record of this Amendment or any other ancillary agreement shall be deemed to have the same legal effect as delivery of an original executed copy of this Amendment or such other ancillary agreement for all purposes.
6. COUNTERPARTS. This Amendment may be executed in one or more counterparts, each of which shall be deemed an original, and all of which counterparts together shall constitute the same instrument which may be sufficiently evidenced by one counterpart. Execution of this Amendment at different times and places by the parties shall not affect the validity thereof so long as all the parties hereto execute a counterpart of this Amendment.

EXECUTED AND EFFECTIVE as of the day and date first above written.

**GMCO CORPORATION**  
A CORPORATION

By: 

Name: Jeremy Henderson

Title: President

Date: October 4, 2022

**STATE OF WASHINGTON**  
**DEPARTMENT OF ENTERPRISE SERVICES**

By: 

Name: Alex Kenesson

Title: Procurement Supervisor

Date: 10/21/2022

Pricing Eff. 08/01/2024

DES Statewide Contract No. 11021 - Snow & Ice Control Products					
Mag Chloride Based Liquids					
Category 1 Corrosion Inhibited Liquid Magnesium Chloride (80/120)					
CONTRACTOR(S)					
GMCO					
	Ordering Contact	Ordering Contact	Bruce Juelfs #970-541-8834		
	Ordering E-Mail	Ordering E-Mail	<a href="mailto:bjuelfs@gmccorp.com">bjuelfs@gmccorp.com</a>		
	Small Business	Small Business	n/a		
	Concentration	Concentration	30%	Concentration	30%
	Product	Product	Torch CI	Product	Torch LT
	Drop Shipment	Drop Shipment	\$150.00	Drop Shipment	\$150.00
REGION		3 DAY PRICE	7 DAY PRICE	3 DAY PRICE	7 DAY PRICE
Region 1 Northwest	Maintenance Area 1	\$272.72	\$267.72	\$298.57	\$293.57
	Maintenance Area 2	\$266.02	\$261.02	\$288.10	\$283.10
	Maintenance Area 3	\$257.06	\$252.06	\$278.58	\$273.58
	Maintenance Area 4	\$248.00	\$243.00	\$268.97	\$263.97
	Maintenance Area 5	\$251.30	\$246.30	\$272.47	\$267.47
Region 2 North Central	Maintenance Area 1	\$239.69	\$234.69	\$260.19	\$255.19
	Maintenance Area 2	\$237.59	\$232.59	\$257.97	\$252.97
	Maintenance Area 3	\$235.70	\$230.70	\$256.07	\$251.07
Region 3 Olympic	Maintenance Area 1				
	Maintenance Area 2				
	Maintenance Area 3				
	Maintenance Area 4				
Region 4 SouthWest	Maintenance Area 1	\$266.48	\$261.48	\$299.65	\$294.65
	Maintenance Area 2	\$243.92	\$238.92	\$264.62	\$259.62
	Maintenance Area 3	\$266.34	\$261.34	\$288.45	\$283.45
	Maintenance Area 4	\$237.15	\$232.15	\$257.43	\$252.43
Region 5 South Central	Maintenance Area 1	\$232.71	\$227.71	\$252.71	\$247.71
	Maintenance Area 2	\$230.69	\$225.69	\$250.57	\$245.57
	Maintenance Area 3	\$231.76	\$226.76	\$251.75	\$246.75
	Maintenance Area 4	\$236.06	\$231.06	\$256.39	\$251.39
Region 6 Eastern	Maintenance Area 1	\$207.89	\$202.80	\$236.67	\$231.67
	Maintenance Area 2	\$207.39	\$202.39	\$238.64	\$233.64
	Maintenance Area 3	\$208.62	\$203.62	\$237.48	\$232.48
	Maintenance Area 4	\$212.76	\$207.76	\$244.68	\$239.68



## < Business Lookup

### License Information:

[New search](#) [Back to results](#)

<b>Entity name:</b>	GMCO CORPORATION
<b>Business name:</b>	GMCO CORPORATION
<b>Entity type:</b>	<a href="#">Profit Corporation</a>
<b>UBI #:</b>	604-540-279
<b>Business ID:</b>	001
<b>Location ID:</b>	0001
<b>Location:</b>	Active
<b>Location address:</b>	4723 N REBECCA ST SPOKANE WA 99217-6747
<b>Mailing address:</b>	PO BOX 1480 RIFLE CO 81650-1480



**Excise tax and reseller permit status:**

[Click here](#)

**Secretary of State status:**

[Click here](#)

## Endorsements

Endorsements held at this lo	License #	Count	Details	Status	Expiration da	First issuance
Union Gap General Business - Non-Resident				Active	Sep-30-2025	Apr-06-2023
Spokane General Business				Active	Sep-30-2025	Sep-17-2020
Colville General Business - Non-Resident				Active	Sep-30-2025	Jun-03-2022
Yakima General Business - Non-Resident	BLS200996			Active	Sep-30-2025	Sep-17-2020

## Governing People May include governing people not registered with Secretary of State

Governing people	Title
HENDERSON, JEREMY	

The Business Lookup information is updated nightly. Search date and time:  
10/14/2024 12:32:18 PM



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**Agenda Sheet for City Council:**

**Committee:** PIES **Date:** 11/18/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/20/2024

**Clerk's File #** OPR 2022-0007

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/02/2024

<b>Submitting Dept</b>	SOLID WASTE DISPOSAL	<b>Bid #</b>	RFQ 5541-21
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<b>Contact Name/Phone</b>	DAVID PAINE 625-6878	<b>Requisition #</b>	VB 301297
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<b>Contact E-Mail</b>	DPAINE@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Purchase w/o Contract		
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<b>Council Sponsor(s)</b>	BWILKERSON JBINGLE KKLITZKE		
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<b>Agenda Item Name</b>	4490 VALUE BLANKET RENEWAL FOR THE PURCHASE OF ACTIVATED CARBON		
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**Agenda Wording**

Value blanket renewal 3 of 4 with Cabot Norit Activated Carbon (Marshall, TX) for the as-needed purchase of activated carbon for use at the Waste to Energy Facility from Jan 1, 2025-Dec 31, 2025 with an annual cost not to exceed \$105,000.00 plus tax.

**Summary (Background)**

Activated carbon is required in the operation of the Waste to Energy Facility to comply with its Title V Air Operating Permit. On Nov 16, 2021 bidding closed on RFQ 5541-21 to procure the needed carbon for the Facility. Cabot Norit was the low cost bidder of the two responses received and awarded a one year value blanket with the possibility of four (4) additional one-year renewals. This will be the third renewal. Pricing will increase from \$1.19/lb to \$1.22/lb.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost	\$ 105,000.00 +tax
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Current Year Cost	\$ 105,000.00 +tax
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Subsequent Year(s) Cost	\$
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**Narrative**

This is a routine lab and chemical supplies expense that was planned for in the Solid Waste Disposal budget.

**Amount**

**Budget Account**

Expense	\$ 105,000.00	# 4490-44100-37148-53203
Select	\$	#
Select	\$	#
Select	\$	#
	\$	#
	\$	#



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

<b><u>Dept Head</u></b>	AVERYT, CHRIS
<b><u>Division Director</u></b>	FEIST, MARLENE
<b><u>Accounting Manager</u></b>	ALBIN-MOORE, ANGELA
<b><u>Legal</u></b>	SCHOEDEL, ELIZABETH
<b><u>For the Mayor</u></b>	PICCOLO, MIKE

**Additional Approvals**

<b><u>PURCHASING</u></b>	NECHANICKY, JASON

**Distribution List**

	mdorgan@spokanecity.org
jsalstrom@spokanecity.org	tprince@spokanecity.org
rrinderle@spokanecity.org	

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Committee Date</b>	October 21, 2024
<b>Submitting Department</b>	Solid Waste Disposal
<b>Contact Name</b>	David Paine
<b>Contact Email &amp; Phone</b>	<a href="mailto:dpaine@spokanecity.org">dpaine@spokanecity.org</a> , 509-625-6878
<b>Council Sponsor(s)</b>	Wilkerson, Bingle, Klitzke
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Value blanket renewal for the purchase of activated carbon at the Waste to Energy Facility.
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>Activated Carbon is required in the operation of the Waste to Energy Facility. The Air Operating Permit for the facility requires that the pollution control equipment reduces mercury, dioxins and furans that could potentially be released into the atmosphere. Activated Carbon injected into the flue gas aids in this reduction and is required to maintain compliance with Title V of the Air Operating Permit.</p> <p>On November 16, 2021 bidding closed on RFQ 5541-21 to procure activated carbon for use at the facility. Two bids were received and Cabot Norit Activated Carbon (Marshall, TX) was selected as the lowest cost bidder.</p> <p>The initial term of the value blanket was for one (1) year with the possibility of four (4) one-year renewals; from January 1, 2022 through December 31, 2022. This will be the third renewal, from January 1, 2025 through December 31, 2025 with an anticipated cost not to exceed \$105,000.00 plus tax.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$105,000.00</u></p> <p style="padding-left: 20px;">Current year cost: \$105,000.00</p> <p style="padding-left: 20px;">Subsequent year(s) cost:</p> <p><b>Narrative:</b> <u>This is a routine lab and chemical supplies expense that was planned for in the Solid Waste Disposal budget.</u></p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Program revenue</p> <p>Is this funding source sustainable for future years, months, etc? Yes</p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts (If N/A, please give a brief description as to why)</b></p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities?</li> </ul>	



Public works services and projects are designed to serve all citizens and businesses. We strive to offer a consistent level of service to all, to distribute public investment throughout the community and to respond to gaps in services identified in various City plans.

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

N/A

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

Public Works follows the City's established procurement and public works bidding regulations and policies to bring items forward, and then uses contract management best practices to ensure desired outcomes and regulatory compliance.

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

This work is consistent with annual budget strategies to limit costs and approved projects in the 6-year CIP.

#### **Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.

Not applicable



CITY OF SPOKANE - WTEF  
 2900 S GEIGER BLVD  
 SPOKANE, WA 99224-5400  
 PHONE 509 625 6527

Value Blanket VB-301297	Base Year	1st Option Renewal	2nd Option Renewal	3rd Option Renewal
	VB-301297-000	VB-302197-001	VB-302197-002	VB-302197-003
	Valid 1-1-2022 - 12-31-2022	Valid 1-1-2023 Through 12-31-2023	Valid 1-1-2024 Through 12-31-2024	Valid 1-1-2025 Through 12-31-2025
Item	Unit Price 900 Pound Bag	Unit Price 900 Pound Bag	Unit Price 900 Pound Bag	Unit Price 900 Pound Bag
	Minimum qty per order 20 Bags	Minimum qty per order 20 Bags	Minimum qty per order 20 Bags	Minimum qty per order 20 Bags
Activated Powder Carbon Unit Price per 900 pound Bag, inclusive of carbon, shall be inclusive of: Spec'd Carbon, Spec'd Bag, and all freight and transportation cost, providing FOB Destination Delivery to: Spokane Solid Waste Disposal, Attn: Warehouse, 2900 S Geiger Blvd Spokane, WA 99224-5400. Minimum Qty Per Order is 20 Bags.	\$1026 Unit Price Per 900 lb. inclusive of freight cost (Unit Price \$1.14 per pound)	\$1071 Unit Price Per 900 lb. inclusive of freight cost (Unit Price \$1.19 per pound)	\$1071 Unit Price Per 900 lb. inclusive of freight cost (Unit Price \$1.19 per pound)	\$1098 Unit Price Per 900 lb. inclusive of freight cost (Unit Price \$1.22 per pound)
<b>Cabot Norit Americas Inc</b>	Base Year Pricing was per Cabot Norit Americas' response to RFQ 5541-22	NAME		Craig Giles
Phone 970 214 9518		SIGNATURE		See Mr. Giles attached 10-25-24 4 email
CRAIG GILES		DATE		
<a href="mailto:Craig.Giles@norit.com">Craig.Giles@norit.com</a>				



**Agenda Sheet for City Council:**

**Committee:** PIES **Date:** 11/18/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/20/2024

**Clerk's File #** OPR 2021-0601

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/02/2024

<b>Submitting Dept</b>	SOLID WASTE DISPOSAL	<b>Bid #</b>	RFP 5480-21
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<b>Contact Name/Phone</b>	DAVID PAINE 625-6878	<b>Requisition #</b>	CR 26919
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<b>Contact E-Mail</b>	DPAINE@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	BWILKERSON JBINGLE KKLITZKE		
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<b>Agenda Item Name</b>	4490 CONTRACT RENEWAL FOR ANALYTICAL TESTING SERVICES		
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**Agenda Wording**

Contract renewal 2 of 3 with Anatek Labs, Inc. (Spokane, WA) for as-needed analytical testing services for the Waste to Energy Facility and Landfills from Nov. 1, 2024 through Oct. 31, 2025 with an annual cost not to exceed \$50,000.00 plus tax.

**Summary (Background)**

Testing of groundwater, leachate and other various items is a requirement for operation of the City's Waste to Energy Facility and Landfills. In July of 2021, based on their response to RFP 5480-21, Anatek Labs, Inc. was awarded a two-year contract for these services, with the option of three (3) additional one-year renewals. The initial contract was for \$90,000.00. This will be the second renewal.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost	\$ 50,000.00
------------	--------------

Current Year Cost	\$ 50,000.00
-------------------	--------------

Subsequent Year(s) Cost	\$
-------------------------	----

**Narrative**

This is a required environmental testing services that was planned for in the Solid Waste Disposal budget.

**Amount**

**Budget Account**

Expense	\$ 12,000.00	# 4530-45600-53748-54201
Expense	\$ 16,000.00	# 4530-44800-53748-54201
Expense	\$ 21,000.00	# 4530-44850-53748-54201
Expense	\$ 1,000.00	# 4490-44100-37148-54201
	\$	#
	\$	#



## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Committee Date</b>	November 18, 2024
<b>Submitting Department</b>	Solid Waste Disposal
<b>Contact Name</b>	David Paine
<b>Contact Email &amp; Phone</b>	<a href="mailto:dpaine@spokanecity.org">dpaine@spokanecity.org</a> , 509-625-6878
<b>Council Sponsor(s)</b>	Wilkerson, Bingle, Klitzke
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Contract renewal for analytical services for groundwater, leachate and other samples for the Waste to Energy and Landfills.
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>Testing of groundwater, leachate and other various items is a requirement for operation of the City's Waste to Energy Facility and Landfills. In July of 2021, based on their response to RFP 5480-21, Anatek Labs, Inc. was awarded a two-year contract for these services, with the option of three (3) one-year renewals.</p> <p>The initial contract award was for two years and allowed for three additional one-year renewals. This will be the second of the allowed renewals from Nov. 1, 2024 through Oct. 31, 2025 with an estimated amount not to exceed \$50,000.00.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$50,000.00</u></p> <p>    Current year cost: \$50,000.00</p> <p>    Subsequent year(s) cost: \$50,000.00</p> <p><b>Narrative:</b> <u>This is a required environmental testing service that was planned for in the Solid Waste Disposal budget.</u></p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Program revenue</p> <p>Is this funding source sustainable for future years, months, etc? Yes</p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts (If N/A, please give a brief description as to why)</b></p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? Public works services and projects are designed to serve all citizens and businesses. We strive to offer a consistent level of service to all, to distribute public investment throughout the community and to respond to gaps in services identified in various City plans.</li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? N/A</li> </ul>	

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

Public Works follows the City's established procurement and public works bidding regulations and policies to bring items forward, and then uses contract management best practices to ensure desired outcomes and regulatory compliance.

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

This work is consistent with annual budget strategies to limit costs and approved projects in the 6-year CIP.

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.

Not applicable



**City of Spokane**  
**CONTRACT RENEWAL #2 of 3**  
**Title: ANALYTICAL SERVICES**

This Contract Renewal is made and entered into by and between the **City of Spokane** as (“City”), a Washington municipal corporation, and **Anatek Labs, Inc.**, whose address is 504 East Sprague Avenue, Spokane, Washington 99202 as (“Company”), individually hereafter referenced as a “Party”, and together as the “Parties”.

*WHEREAS, the parties entered into a Contract wherein the Company agreed to provide As-Needed Analytical Services for Groundwater, Leachate, and Other Samples; and*

*WHEREAS, the original Contract provided for three (3) one-year (1) renewals with this being the second renewal; and*

*-- NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:*

**1. CONTRACT DOCUMENTS.**

The original Contract, dated September 13, 2023, any previous amendments, renewals and / or extensions / thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.

**2. EFFECTIVE DATE.**

This Contract Renewal shall become effective on November 1, 2024 and shall end October 31, 2025.

**3. COMPENSATION.**

The City shall pay an estimated maximum annual cost not to exceed **FIFTY THOUSAND AND 00/100 (\$50,000.00)** plus sales tax if applicable, for everything furnished and done under this Contract Renewal. This is the maximum amount to be paid under this Renewal, and shall not be exceeded without the prior written authorization of the City, memorialized with the same formality as the original Contract and this Renewal document.

**4. DEBARMENT AND SUSPENSION.**

The Contractor has provided its certification that it is in compliance with and shall not contract with individuals or organizations which are debarred, suspended, or otherwise excluded from or ineligible from participation in Federal Assistance Programs under Executive Order 12549 and “Debarment and Suspension”, codified at 29 CFR part 98.

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the parties have executed this Contract Renewal by having legally-binding representatives affix their signatures below.

**ANATEK LABS, INC.**

**CITY OF SPOKANE**

By \_\_\_\_\_  
Signature Date

By \_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

Attest:

Approved as to form:

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

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

**Attachments that are part of this Agreement:**

N/A  
Certificate of Debarment

U2024-108



**ATTACHMENT A**

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,  
INELIGIBILITY AND VOLUNTARY EXCLUSION**

1. The undersigned (i.e., signatory for the Subrecipient / Contractor / Consultant) certifies, to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - b. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
  - c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
  - d. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.
  
2. The undersigned agrees by signing this contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
  
3. The undersigned further agrees by signing this contract that it will include the following clause, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

1. The lower tier contractor certified, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
  
  2. Where the lower tier contractor is unable to certify to any of the statements in this contract, such contractor shall attach an explanation to this contract.
4. I understand that a false statement of this certification may be grounds for termination of the contract.

_____ Name of Subrecipient / Contractor / Consultant (Type or Print)	_____ Program Title (Type or Print)
_____ Name of Certifying Official (Type or Print)	_____ Signature
_____ Title of Certifying Official (Type or Print)	_____ Date (Type or Print)



**WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT**

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

**Schedule**

Any person or organization as required by written contract

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.  
**(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)**

Endorsement Effective	7/1/2022	Policy No.	KWC1289928	Endorsement No.	0
Insured	Anatek Labs, Inc.			Premium \$	4,446
Insurance Company	AmTrust Insurance Company				

Countersigned by \_\_\_\_\_

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## COMMERCIAL AUTO ELITE EXTENSION

This endorsement modifies insurance provided under the following:

### BUSINESS AUTO COVERAGE FORM

The BUSINESS AUTO COVERAGE FORM is amended to include the following clarifications and extensions of coverage. With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

#### A. TEMPORARY SUBSTITUTE AUTO PHYSICAL DAMAGE

**Section I – Covered Autos** Paragraph **C. Certain Trailers, Mobile Equipment, and Temporary Substitute Autos** is amended by adding the following:

If **Physical Damage Coverage** is provided by this coverage form for an "auto" you own, the **Physical Damage Coverages** provided for that owned "auto" are extended to any "auto" you do not own while used with the permission of its owner as a temporary substitute for the covered "auto" you own that is out of service because of breakdown, repair, servicing, "loss" or destruction.

The coverage provided is the same as the coverage provided for the vehicle being replaced.

#### B. AUTOMATIC ADDITIONAL INSUREDS

The **Who Is An Insured** provision under **Covered Autos Liability Coverage** is changed to include the following as an "insured":

1. Where Required by a Contract or Agreement the following is added:

The **Who Is An Insured** provision contained in the **Business Auto Coverage Form** is amended to add the following:

Any person or organization whom you become obligated to include as an additional insured under this policy, as a result of any contract or agreement you enter into which requires you to furnish insurance to that person or organization of the type provided by this policy, but only with respect to liability covered by the terms of this policy, arising out of the use of a covered "auto" you own, hire or borrow and resulting from the acts or omissions by you, any of your "employees" or agents. The insurance provided herein will not exceed:

- (1) The coverage and/or limits of this policy, or
- (2) The coverage and/or limits required by said contract or agreement,

whichever is less.

#### C. EMPLOYEES AS INSUREDS

The following is added to the **Section II – Covered Autos Liability Coverage**, Paragraph **A.1. Who Is An Insured** provision:

Any "employee" of yours is an "insured" while using a covered "auto" you don't own, hire or borrow in your business or your personal affairs.

#### D. EMPLOYEE HIRED AUTOS

##### 1. Changes In Covered Autos Liability Coverage

The following is added to the **Who Is An Insured** provision:

An "employee" of yours is an "insured" while operating an "auto" hired or rented under a contract or agreement in an "employee's" name, with your permission, while performing duties related to the conduct of your business.

##### 2. Changes In General Conditions

Paragraph **5.b.** of the **Other Insurance Condition** in the Business Auto Coverage Form is replaced by the following:

For Hired Auto Physical Damage Coverage, the following are deemed to be covered "autos" you own:

- a. Any covered "auto" you lease, hire, rent or borrow; and
- b. Any covered "auto" hired or rented by your "employee" under a contract in an "employee's" name, with your permission, while performing duties related to the conduct of your business.

However, any "auto" that is leased, hired, rented or borrowed with a driver is not a covered "auto".

#### E. NEWLY FORMED OR ACQUIRED ORGANIZATIONS

**Section II – Covered Autos Liability Coverage, A.1. Who Is An Insured** is amended by adding the following:

Any organization which you acquire or form after the effective date of this policy in which you maintain ownership or majority interest. However:

- (1) Coverage under this provision is afforded only up to 180 days after you acquire or form the organization, or to the end of the policy period, whichever is earlier.
- (2) Any organization you acquire or form will not be considered an "insured" if:
  - (a) The organization is a partnership or a joint venture; or
  - (b) That organization is covered under other similar insurance.
- (3) Coverage under this provision does not apply to any claim for "bodily injury" or "property damage" resulting from an "accident" that occurred before you formed or acquired the organization.

#### F. SUBSIDIARIES AS INSURED

**Section II – Covered Autos Liability Coverage, A.1. Who Is An Insured** is amended by adding the following:

Any legally incorporated subsidiary in which you own more than 50% of the voting stock on the effective date of this policy. However, "insured" does not include any subsidiary that is an "insured" under any other automobile liability policy or was an "insured" under such a policy but for termination of that policy or the exhaustion of the policy's limits of liability.

#### G. SUPPLEMENTARY PAYMENTS

**Section II – Covered Autos Liability Coverage, A.2.a. Coverage Extensions, Supplementary Payments (2) and (4)** are replaced by the following:

- (2) Up to \$5,000 for cost of bail bonds (including bonds for related traffic law violations) required because of an "accident" we cover. We do not have to furnish these bonds.
- (4) All reasonable expenses incurred by the "insured" at our request, including actual loss of earnings up to \$500 a day because of time off from work.

#### H. FELLOW EMPLOYEE COVERAGE

In those jurisdictions where, by law, fellow employees are not entitled to the protection afforded to the employer by workers compensation exclusivity rule, or similar protection. The following provision is added:

Subparagraph 5. of Paragraph B. Exclusions in **Section II – Covered Autos Liability Coverage** does not apply if the "bodily injury" results from the use of a covered "auto" you own or hire.

#### I. TOWING

**Section III – Physical Damage Coverage, A.2. Towing** is replaced with the following:

We will pay for towing and labor costs incurred, subject to the following:

- a. Up to \$100 each time a covered "auto" of the private passenger type is disabled; or
- b. Up to \$500 each time a covered "auto" other than the private passenger type is disabled.

However, the labor must be performed at the place of disablement.

#### J. LOCKSMITH SERVICES

**Section III – Physical Damage Coverage, A.4. Coverage Extensions** is amended by adding the following:

We will pay up to \$250 per occurrence for necessary locksmith services for keys locked inside a covered private passenger "auto". The deductible is waived for these services.

#### K. TRANSPORTATION EXPENSES

**Section III – Physical Damage Coverage, A.4. Coverage Extensions Subparagraph a. Transportation Expenses** is replaced by the following:

- (1) We will pay up to \$75 per day to a maximum of \$2,500 for temporary transportation expense incurred by you because of the total theft of a covered "auto" of the private passenger type. We will pay only for those covered "autos" for which you carry either Comprehensive or Specified Cause Of Loss Coverage. We will pay for temporary transportation expenses incurred during the period beginning 48 hours after the theft and ending, regardless of the policy's expirations, when the covered "auto" is returned to use or we pay for its "loss".
- (2) If the temporary transportation expenses you incur arise from your rental of an "auto" of the private passenger type, the most we will pay is the amount it costs to rent an "auto" of the private passenger type which is of the same like kind and quality as the stolen covered "auto".

#### L. AUDIO, VISUAL, AND DATA ELECTRONIC EQUIPMENT COVERAGE ADDED LIMITS

**Audio, Visual, And Data Electronic Equipment Coverage** Added Limits of \$5,000 Per "Loss" are in addition to the sublimit in Paragraph C.1.b. of the **Limits Of Insurance** provision under **Section III – Physical Damage Coverage**.

#### M. HIRED AUTO PHYSICAL DAMAGE

**Section III – Physical Damage Coverage, A.4. Coverage Extensions** is amended by adding the following:

If hired "autos" are covered "autos" for Liability Coverage, and if Comprehensive, Specified Causes of Loss, or Collision coverage is provided for any "auto" you own, then the Physical Damage coverages provided are extended to "autos" you hire, subject to the following limit and deductible:

- (1) The most we will pay for loss to any hired "auto" is the lesser of Actual Cash Value or Cost of Repair, minus the deductible.
- (2) The deductible will be equal to the largest deductible applicable to any owned "auto" for that coverage. No deductible applies to "loss" caused by fire or lightning.
- (3) Subject to the above limit and deductible provisions, we will provide coverage equal to the broadest coverage applicable to any covered "auto" you own.

We will pay up to \$1,000, in addition to the limit above, for loss of use of a hired auto to a leasing or rental concern for a monetary loss sustained, provided it results from an "accident" for which you are legally liable.

However, any "auto" that is leased, hired, rented or borrowed with a driver is not a covered "auto".

#### **N. AUTO LOAN OR LEASE COVERAGE**

**Section III – Physical Damage Coverage Paragraph A.4. Coverage Extensions** is amended by the addition of the following:

In the event of a total "loss" to a covered "auto" which is covered under this policy for Comprehensive, Specified Cause of Loss, or Collision coverage, we will pay any unpaid amount due, including up to a maximum of \$500 for early termination fees or penalties, on the lease or loan for a covered "auto", less:

1. The amount paid under the **Physical Damage Coverage Section** of the policy; and
2. Any:
  - a. Overdue lease/loan payments at the time of the "loss";
  - b. Financial penalties imposed under a lease for excessive use, abnormal wear and tear or high mileage;
  - c. Security deposits not returned by the lessor;
  - d. Costs for extended warranties, Credit Life Insurance, Health, Accident or Disability Insurance purchased with the loan or lease; and
  - e. Carry-over balances from previous loans or leases.

Coverage does not apply to any unpaid amount due on a loan for which the covered "auto" is not the sole collateral.

#### **O. PERSONAL PROPERTY OF OTHERS**

**Section III – Physical Damage Coverage, A.4. Coverage Extensions** is amended by adding the following:

We will pay up to \$500 for loss to personal property of others in or on your covered "auto."

This coverage applies only in the event of "loss" to your covered "auto" caused by fire, lightning, explosion, theft, mischief or vandalism, the covered "auto's" collision with another object, or the covered "auto's" overturn.

No deductibles apply to this coverage.

#### **P. PERSONAL EFFECTS COVERAGE**

**Section III – Physical Damage Coverage, A.4. Coverage Extensions** is amended by adding the following:

We will pay up to \$500 for "loss" to your personal effects not otherwise covered in the policy or, if you are an individual, the personal effects of a family member, that is in the covered auto at the time of the "loss".

For the purposes of this extension personal effects means tangible property that is worn or carried by an insured including portable audio, visual, or electronic devices. Personal effects does not include tools, jewelry, guns, money and securities, or musical instruments

#### **Q. EXTRA EXPENSE FOR STOLEN AUTO**

**Section III – Physical Damage Coverage, A.4. Coverage Extensions** is amended by adding the following:

We will pay up to \$1,000 for the expense incurred returning a stolen covered "auto" to you because of the total theft of such covered "auto". Coverage applies only to those covered "autos" for which you carry Comprehensive or Specified Causes Of Loss Coverage.

#### **R. RENTAL REIMBURSEMENT**

**Section III – Physical Damage Coverage, A.4. Coverage Extensions** is amended by adding the following:

1. This coverage applies only to a covered "auto" for which **Physical Damage Coverage** is provided on this policy.
2. We will pay for rental reimbursement expenses incurred by you for the rental of an "auto" because of "loss" to a covered "auto". Payment applies in addition to the otherwise applicable amount of each coverage you have on a covered "auto". No deductibles apply to this coverage.
3. We will pay only for those expenses incurred during the policy period beginning 24 hours after the "loss" and ending, regardless of the policy's expiration, with the lesser of the following number of days.

- a. The number of days reasonably required to repair or replace the covered "auto". If "loss" is caused by theft, this number of days is added to the number of days it takes to locate the covered "auto" and return it to you; or

- b. 30 days.

4. Our payment is limited to the lesser of the following amounts:

- a. Necessary and actual expenses incurred; or

- b. \$75 per day, subject to a \$2,250 limit.

5. This coverage does not apply while there are spare or reserve "autos" available to you for your operations.

6. If "loss" results from the total theft of a covered "auto" of the private passenger type, we will pay under this coverage only that amount of your rental reimbursement expenses which is not already provided for under the Physical Damage – Transportation Expense Coverage Extension included in this endorsement.

7. Coverage provided by this extension is excess over any other collectible insurance and/or endorsement to this policy.

#### **S. AIRBAG COVERAGE**

**Section III – Physical Damage Coverage, B.3.a. Exclusions** is amended by adding the following:

If you have purchased Comprehensive or Collision Coverage under this policy, the exclusion relating to mechanical breakdown does not apply to the accidental discharge of an airbag.

#### **T. NEW VEHICLE REPLACEMENT COST**

The following is added to Paragraph **C. Limit Of Insurance** of **Section III – Physical Damage Coverage**

In the event of a total "loss" to your new covered auto of the private passenger type or vehicle having a gross vehicle weight of 20,000 pounds or less, to which this coverage applies, we will pay at your option:

- a. The verifiable new vehicle purchase price you paid for your damaged vehicle, not including any insurance or warranties.

- b. The purchase price, as negotiated by us, of a new vehicle of the same make, model, and equipment, or most similar model available, not including any furnishings, parts, or equipment not installed by the manufacturer or their dealership.

- c. The market value of your damaged vehicle, not including any furnishings, parts, or equipment not installed by the manufacturer or their dealership.

We will not pay for initiation or set up costs associated with a loans or leases.

For the purposes of this coverage extension a new covered auto is defined as an "auto" of which you are the original owner that has not been previously titled which you purchased less than 180 days prior to the date of loss.

#### **U. LOSS TO TWO OR MORE COVERED AUTOS FROM ONE ACCIDENT**

**Section III – Physical Damage Coverage, D. Deductible** is amended by adding the following:

If a Comprehensive, Specified Causes of Loss or Collision Coverage "loss" from one "accident" involves two or more covered "autos", only the highest deductible applicable to those coverages will be applied to the "accident".

If the application of the highest deductible is less favorable or more restrictive to the insured than the separate deductibles as applied in the standard form, the standard deductibles will apply.

This provision only applies if you carry Comprehensive, Collision or Specified Causes of Loss Coverage for those vehicles, and does not extend coverage to any covered "autos" for which you do not carry such coverage.

#### **V. WAIVER OF DEDUCTIBLE – GLASS REPAIR OR REPLACEMENT**

**Section III – Physical Damage Coverage, D. Deductible** is amended by adding the following:

If a Comprehensive Coverage deductible is shown in the Declarations it does not apply to the cost of repairing or replacing damaged glass.

#### **W. DUTIES IN THE EVENT OF ACCIDENT, CLAIM, SUIT, OR LOSS**

**Section IV – Business Auto Conditions, A.2. Duties In The Event Of Accident, Claim, Suit Or Loss** is amended by adding the following:

Your obligation to notify us promptly of an "accident", claim, "suit" or "loss" is satisfied if you send us the required notice as soon as practicable after your Insurance Administrator or anyone else designated by you to be responsible for insurance matters is notified, or in any manner made aware, of an "accident", claim, "suit" or "loss".

#### **X. WAIVER OF TRANSFER OF RIGHTS OF RECOVERY**

Subparagraph **5.** of Paragraph **A. Loss Conditions** of **Section IV – Business Auto Conditions** is deleted in its entirety and replaced with the following.

#### **Transfer Of Rights Of Recovery Against Others To Us**

If any person or organization to or for whom we make payment under this Coverage Form has rights to recover damages from another, those rights are transferred to us. That person or organization must do everything necessary to secure our rights and must do nothing after "accident" or "loss" to impair them.

However, we waive any right of recovery we may have against any person, or organization with whom you have a written contract, agreement or permit executed prior to the "loss" that requires a waiver of recovery for payments made for damages arising out of your operations done under contract with such person or organization.

**Y. UNINTENTIONAL FAILURE TO DISCLOSE EXPOSURES**

**Section IV – Business Auto Conditions, B.2. Concealment, Misrepresentation, Or Fraud** is amended by adding the following:

If you unintentionally fail to disclose any exposures existing at the inception date of this policy, we will not deny coverage under this Coverage Form solely because of such failure to disclose. However, this provision does not affect our right to collect additional premium or exercise our right of cancellation or non-renewal.

**Z. MENTAL ANGUISH**

**Section V – Definitions, C.** is replaced by the following:

“Bodily injury” means bodily injury, sickness or disease sustained by a person, including mental anguish or death resulting from bodily injury, sickness or disease.

**AA. LIBERALIZATION**

If we revise this endorsement to provide greater coverage without additional premium charge, we will automatically provide the additional coverage to all endorsement holders as of the day the revision is effective in your state.



**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
CONTRACTORS POLLUTION LIABILITY COVERAGE PART

### **SCHEDULE**

<b>Name Of Additional Insured Person(s) or Organization(s)</b>
Blanket when specifically required in a written contract with the named insured.

**SECTION III – WHO IS AN INSURED** within the Common Provisions is amended to include as an additional insured the person(s) or organization(s) indicated in the Schedule shown above, but only with respect to liability caused, in whole or in part, by “your work” for that insured which is performed by you or by those acting on your behalf.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

## NOTICE OF CANCELLATION – CERTIFICATE HOLDER(S)

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
CONTRACTORS POLLUTION LIABILITY COVERAGE PART  
ERRORS AND OMISSIONS LIABILITY COVERAGE PART  
THIRD PARTY POLLUTION LIABILITY COVERAGE PART  
ONSITE CLEANUP COVERAGE PART

### SCHEDULE

<b>Certificate Holder(s)</b>
City of Spokane 808 W. Spokane Falls Boulevard Spokane, WA 99201

Under the Common Provisions, **SECTION VI – COMMON CONDITIONS, item 2. Cancellation And Nonrenewal** is amended by the addition of the following:

If we cancel this Policy before the expiration date thereof, we will mail a 60 days written notice (ten (10) days for non-payment of premium) to the Certificate Holder(s) indicated in the Schedule shown above.

ALL OTHER TERMS AND CONDITIONS OF THE POLICY REMAIN UNCHANGED.



< Business Lookup

License Information:

[New search](#) [Back to results](#)

**Entity name:** ANATEK LABS, INC.

**Business name:** ANATEK LABS, INC.

**Entity type:** [Profit Corporation](#)

**UBI #:** 601-768-854

**Business ID:** 001

**Location ID:** 0001

**Location:** Active

**Location address:** 504 E SPRAGUE AVE  
SPOKANE WA 99202-1508

**Mailing address:** 504 E SPRAGUE AVE  
SPOKANE WA 99202-1508

**Excise tax and reseller permit status:** [Click here](#)

**Secretary of State status:** [Click here](#)

Endorsements

Endorsements held at this location	License #	Count	Details	Status	Expiration date	First issuance date
<a href="#">Spokane General Business</a>	T12023452BUS			Active	Jan-31-2025	Oct-15-2012

Governing People May include governing people not registered with Secretary of State

Governing people	Title
PEARSON, MICHAEL	
SATTLER, KATHLEEN	

[View Additional Locations](#)

The Business Lookup information is updated nightly. Search date and time: 10/15/2024 8:10:22 AM

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**Agenda Sheet for City Council:**

**Committee:** PIES **Date:** 11/18/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/20/2024

**Clerk's File #** OPR 2021-0786

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/02/2024

<b>Submitting Dept</b>	SOLID WASTE DISPOSAL	<b>Bid #</b>	IRFP 5525-21
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<b>Contact Name/Phone</b>	DAVID PAINE 625-6878	<b>Requisition #</b>	CR 26925
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<b>Contact E-Mail</b>	DPAINE@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	BWILKERSON JBINGLE KKLITZKE		
---------------------------	-----------------------------	--	--

<b>Agenda Item Name</b>	4490 CONTRACT RENEWAL FOR OFFSITE REBUILD OF HYDRAULIC/PNEUMATIC		
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**Agenda Wording**

Contract renewal 3 of 4 with Hydrotech Generator Repair Plus, Inc. dba Hydraulics Plus (Spokane Valley, WA) for the offsite rebuild of cylinders from Jan 1, 2025-Dec 31, 2025 and a total cost not to exceed \$100,000.00 plus tax.

**Summary (Background)**

The Waste to Energy Facility uses various hydraulic and pneumatic cylinders throughout. Rebuilding these cylinders with OEM parts extends their life and is more cost effective than purchasing all new cylinders. On Oct 18, 2021, bidding closed on IRFP 5525-21 for the offsite rebuild of these cylinders and Hydraulics Plus was the only respondent. The resulting contract was for one year with the option of four additional one-year renewals. This will be the third renewal. Rates to remain unchanged.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost	\$ 100,000.00
------------	---------------

Current Year Cost	\$ 100,000.00
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Subsequent Year(s) Cost	\$
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**Narrative**

This is a routine repair and maintenance service expense that was planned for in the Solid Waste Disposal budget.

**Amount**

**Budget Account**

Expense	\$ 100,000.00	# 4490-44100-37148-54803-34002
Select	\$	#
Select	\$	#
Select	\$	#
	\$	#
	\$	#



# Continuation of Wording, Summary, Approvals, and Distribution

## Agenda Wording

## Summary (Background)

### **Approvals**

<b><u>Dept Head</u></b>	AVERYT, CHRIS	<b><u>Additional Approvals</u></b>	
<b><u>Division Director</u></b>	FEIST, MARLENE	<b><u>PURCHASING</u></b>	NECHANICKY, JASON
<b><u>Accounting Manager</u></b>	ALBIN-MOORE, ANGELA		
<b><u>Legal</u></b>	HARRINGTON,		
<b><u>For the Mayor</u></b>	PICCOLO, MIKE		

### **Distribution List**

Loretta Roberts, lroberts@hydraulicsplusinc.com	mdorgan@spokanecity.org
jsalstrom@spokanecity.org	tprince@spokanecity.org
rrinderle@spokanecity.org	

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Committee Date</b>	November 18, 2024
<b>Submitting Department</b>	Solid Waste Disposal
<b>Contact Name</b>	David Paine
<b>Contact Email &amp; Phone</b>	<a href="mailto:dpaine@spokanecity.org">dpaine@spokanecity.org</a> , 509-625-6878
<b>Council Sponsor(s)</b>	Wilkerson, Bingle, Klitzke
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Contract renewal for offsite rebuild of hydraulic and pneumatic cylinders for the Waste to Energy Facility.
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>The Waste to Energy Facility uses various hydraulic and pneumatic cylinders throughout. Rebuilding these cylinders with OEM parts extends their life and is more cost effective than purchasing all new cylinders.</p> <p>On Oct. 18, 2021, bidding closed on IRFP 5525-21 for the offsite rebuild of hydraulic and pneumatic cylinders using OEM parts and Hydrotech Generator Repair Plus, Inc., dba Hydraulics Plus, of Spokane Valley, WA, was the only response received. The initial contract award was for one year, spanning from Jan. 1, 2022 to Dec. 31, 2022, with the option of four (4) additional one-year renewals. This will be the third renewal and will span from Jan. 1, 2025 through Dec. 31, 2025 with a total annual cost not to exceed \$100,000.00 plus tax. Rates are to remain unchanged.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$100,000.00</u></p> <p>    Current year cost: \$100,000.00</p> <p>    Subsequent year(s) cost:</p> <p><b>Narrative:</b> <u>This is a routine repair and maintenance service expense that was planned for in the Solid Waste Disposal budget.</u></p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Program revenue</p> <p>Is this funding source sustainable for future years, months, etc? Yes</p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts (If N/A, please give a brief description as to why)</b></p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? Public works services and projects are designed to serve all citizens and businesses. We strive to offer a consistent level of service to all, to distribute public investment throughout the community and to respond to gaps in services identified in various City plans.</li> </ul>	

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

N/A

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

Public Works follows the City's established procurement and public works bidding regulations and policies to bring items forward, and then uses contract management best practices to ensure desired outcomes and regulatory compliance.

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

This work is consistent with annual budget strategies to limit costs and approved projects in the 6-year CIP.

### **Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.

Not applicable



**City of Spokane**  
**CONTRACT RENEWAL #3 of 4**  
**Title: OFF SITE REBUILD OF HYDRAULIC  
AND PNEUMATIC CYLINDERS**

This Contract Renewal is made and entered into by and between the **CITY OF SPOKANE** as ("City"), a Washington municipal corporation, and **HYDROTECH GENERATOR REPAIR PLUS, INC. dba HYDRAULICS PLUS, INC.**, whose address is 5570 East Broadway Avenue, Spokane, Washington 99212 as ("Contractor"), individually hereafter referenced as a "Party", and together as the "Parties".

*WHEREAS, the parties entered into a Contract wherein the Company agreed to provide Off Site Rebuild Of Hydraulic and Pneumatic Cylinders with OEM Parts Only; and*

*WHEREAS, the initial Contract provided for four (4) additional one (1) year renewals, with this being the third of those renewals.*

*-- NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:*

**1. CONTRACT DOCUMENTS.**

The original Contract, dated December 9, 2021, any previous amendments, renewals and / or extensions / thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.

**2. EFFECTIVE DATE.**

This Contract Renewal shall become effective on January 1, 2025, and shall end December 31, 2025.

**3. COMPENSATION.**

The City shall pay an estimated maximum annual cost not to exceed **ONE HUNDRED THOUSAND AND 00/100 (\$100,000.00), plus applicable sales tax**, for everything furnished and done under this Contract Renewal. This is the maximum amount to be paid under this Renewal, and shall not be exceeded without the prior written authorization of the City, memorialized with the same formality as the original Contract and this Renewal document.

**4. DEBARMENT AND SUSPENSION.**

The Contractor has provided its certification that it is in compliance with and shall not contract with individuals or organizations which are debarred, suspended, or otherwise excluded from or ineligible from participation in Federal Assistance Programs under Executive Order 12549 and "Debarment and Suspension", codified at 29 CFR part 98 (see Exhibit A).



IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the parties have executed this Contract Renewal by having legally-binding representatives affix their signatures below.

**HYDROTECH GENERATOR REPAIR PLUS, INC. dba HYDRAULICS PLUS, INC**

**CITY OF SPOKANE**

By \_\_\_\_\_  
Signature Date

By \_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

Attest:

Approved as to form:

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

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

**Attachments that are part of this Agreement:**

Exhibit A – Certificate of Debarment

Exhibit B – Company’s Third Option Renewal Pricing dated November 3, 2024

24-240

**EXHIBIT A**

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,  
INELIGIBILITY AND VOLUNTARY EXCLUSION**


1. The undersigned (i.e., signatory for the Subrecipient / Contractor / Consultant) certifies, to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - b. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
  - c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
  - d. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.
  
2. The undersigned agrees by signing this contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
  
3. The undersigned further agrees by signing this contract that it will include the following clause, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

1. The lower tier contractor certifies, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
  
  2. Where the lower tier contractor is unable to certify to any of the statements in this contract, such contractor shall attach an explanation to this contract.
4. I understand that a false statement of this certification may be grounds for termination of the contract.

<hr/> Name of Subrecipient / Contractor / Consultant (Type or Print)	<hr/> Program Title (Type or Print)
<hr/> Name of Certifying Official (Type or Print)	<hr/> Signature
<hr/> Title of Certifying Official (Type or Print)	<hr/> Date (Type or Print)

**EXHIBIT B**

 <b>CITY OF SPOKANE - WTEF</b> 2900 S GEIGER BLVD Spokane, Washington 99224 PHONE: 509.625.6527	<b>Base Year Pricing</b> 1/1/2022 Through 12/31/2022	<b>1st Opt Renewal Pricing</b> 1/1/2023 Through 12/31/2023	<b>2nd Opt Renewal Pricing</b> 1/1/2024 Through 12/31/2024	<b>3rd Opt Renewal Pricing</b> 1/1/2025 Through 12/31/2025
	<b>OPR 2021-0786 PRICING</b>			
Off Site Cylinder Rebuilds	Total Cost Per Service	Total Cost Per Service	Total Cost Per Service	Total Cost Per Service
Hourly Rate	\$85.00	\$85.00	\$85.00	\$ <u>85.00</u>
Percentage of Increase On Parts (Percentage Markup will remain unchanged throughout the life of the contract)	20%	20%	20%	20%
Re-Chroming cost per square inch	\$0.78	\$0.78	\$0.78	\$ <u>0.78</u>
<i>Should additional cylinders, other than the current brands and types listed on Cylinder List, need to be rebuilt proposal shall include:</i>				
Hourly Rate	\$85.00	\$85.00	\$85.00	\$ <u>85.00</u>
Percentage of Increase On Parts (Percentage Markup will remain unchanged throughout the life of the contract)	20%	20%	20%	20%
Hydrotech dba Hydraulics Plus	Base Year Pricing was per Hydraulics Plus Response to IRFP 5525-21	Name <u>Loretta Roberts</u>		Date <u>11/05/24</u>
Ms. Loretta Roberts		Signature <u>Loretta Roberts</u>		
<a href="mailto:lroberts@hydraulicsplus.com">lroberts@hydraulicsplus.com</a> Phone 509 536 9464				



< Business Lookup

License Information:

[New search](#) [Back to results](#)

**Entity name:** HYDRO-TECH GENERATOR REPAIR PLUS, INC.

**Business name:** HYDRO-TECH GENERATOR REPAIR PLUS, INC.

**Entity type:** [Profit Corporation](#)

**UBI #:** 601-983-496

**Business ID:** 001

**Location ID:** 0001

**Location:** Active

**Location address:** 5507 E BROADWAY AVE  
SPOKANE VALLEY WA 99212-0909

**Mailing address:** 5507 E BROADWAY AVE  
SPOKANE VALLEY WA 99212-0909

**Excise tax and reseller permit status:** [Click here](#)

**Secretary of State status:** [Click here](#)

Endorsements

Endorsements held at this location	License #	Count	Details	Status	Expiration date	First issuance date
<a href="#">Spokane General Business - Non-Resident</a>				Active	Sep-30-2025	Jan-17-2017
<a href="#">Spokane Valley General Business</a>				Active	Sep-30-2025	Mar-22-2007

Governing People May include governing people not registered with Secretary of State

Governing people	Title
ROBERTS, LORETTA	

Registered Trade Names

Registered trade names	Status	First issued
HYDRAULICS PLUS INC	Active	Oct-25-2017
HYDRO-TECH GENERATOR REPAIR PLUS, INC.	Active	Jan-21-2000

The Business Lookup information is updated nightly. Search date and time: 11/5/2024 12:38:30 PM

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**Agenda Sheet for City Council:**

**Committee:** PIES **Date:** 11/18/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/20/2024

**Clerk's File #** OPR 2022-0709

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/02/2024

<b>Submitting Dept</b>	SOLID WASTE DISPOSAL	<b>Bid #</b>	IRFP 5616-22
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<b>Contact Name/Phone</b>	DAVID PAINE 625-6878	<b>Requisition #</b>	CR 26920
---------------------------	----------------------	----------------------	----------

<b>Contact E-Mail</b>	DPAINE@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	BWILKERSON JBINGLE KKLITZKE		
---------------------------	-----------------------------	--	--

<b>Agenda Item Name</b>	4490 CONTRACT RENEWAL FOR AIR EMISSIONS COMPLIANCE TESTING		
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**Agenda Wording**

Contract renewal 2 of 4 with Deeco, Inc. (Raleigh, NC) for air emissions compliance testing at the Waste to Energy Facility from Jan 1, 2025-Dec 31, 2025 and a total cost not to exceed \$145,000.00 plus tax.

**Summary (Background)**

Annual emissions testing, including the annual Relative Accuracy Test Audit (RATA) of the continuous emissions monitoring system is required by the operating permits for the Waste to Energy Facility. In 2022, based on their response to IRFP 5616-22, Deeco, Inc. was awarded a one year contract for this testing with the possibility of four (4) additional one-year renewals. This will be the second renewal.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost	\$ 145,000.00
------------	---------------

Current Year Cost	\$ 145,000.00
-------------------	---------------

Subsequent Year(s) Cost	\$
-------------------------	----

**Narrative**

This is an annually required professional services expense that was planned for in the Solid Waste Disposal budget.

**Amount**

**Budget Account**

Expense	\$ 145,000.00	# 4490-44100-37148-54940
Select	\$	#
Select	\$	#
Select	\$	#
	\$	#
	\$	#



## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Committee Date</b>	November 18, 2024
<b>Submitting Department</b>	Solid Waste Disposal
<b>Contact Name</b>	David Paine
<b>Contact Email &amp; Phone</b>	<a href="mailto:dpaine@spokanecity.org">dpaine@spokanecity.org</a> , 509-625-6878
<b>Council Sponsor(s)</b>	Wilkerson, Bingle, Klitzke
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Contract renewal for air quality emissions testing at the Waste to Energy Facility
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>Annual emissions testing, including the annual Relative Accuracy Test Audit (RATA) of the continuous emissions monitoring system, is required by the operating permits for the Waste to Energy Facility.</p> <p>On July 29, 2022, bidding closed on IRFP #5616-22 for these testing services. Two responses were received; DEECO, Inc. (Raleigh, NC) and Alliance Tech Group (Salt Lake City, UT). DEECO, Inc. was determined to be the most qualified and most cost effective respondent. The contract award was for one year with the option of four (4) one-year renewals from January 1, 2023 through December 31, 2023 with a total cost not to exceed \$135,278.00. This will be the second renewal from January 1, 2025 through December 31, 2025 with a total cost not to exceed \$145,000.00 plus tax.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$145,000.00</u></p> <p>    Current year cost: \$145,000.00</p> <p>    Subsequent year(s) cost:</p> <p><b>Narrative:</b> <u>This is an annually required professional services expense that was planned for in the Solid Waste Disposal budget.</u></p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Program revenue</p> <p>Is this funding source sustainable for future years, months, etc? Yes</p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts (If N/A, please give a brief description as to why)</b></p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? Public works services and projects are designed to serve all citizens and businesses. We strive to offer a consistent level of service to all, to distribute public investment throughout the community and to respond to gaps in services identified in various City plans.</li> </ul>	



- How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?  
N/A
- How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?  
Public Works follows the City's established procurement and public works bidding regulations and policies to bring items forward, and then uses contract management best practices to ensure desired outcomes and regulatory compliance.
- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?  
This work is consistent with annual budget strategies to limit costs and approved projects in the 6-year CIP.

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.

Not applicable



**City of Spokane**  
**CONTRACT RENEWAL 2 of 4**  
Title: **AIR EMISSIONS COMPLIANCE  
TEST PROGRAM**

This Contract Renewal is made and entered into by and between the **CITY OF SPOKANE** as (“City”), a Washington municipal corporation, and **DEECO, INC.**, whose address is 3404 Lake Woodard Road, Raleigh, North Carolina 27604 as (“Consultant”), individually hereafter referenced as a “Party”, and together as the “Parties”.

*WHEREAS, the parties entered into a Contract wherein the Consultant agreed conduct the Air Emissions Compliance Test Program at the Spokane Waste-to-Energy Facility, in accordance with IRFP 5616-22; and*

*WHEREAS, the original Contract provided for four (4) one-year (1) renewals with this being the second of those renewals; and*

*NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:*

**1. CONTRACT DOCUMENTS.**

The Contract, dated October 12, 2022 and October 13, 2022, any previous amendments, addendums and / or extensions / renewals thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.

**2. EFFECTIVE TERM.**

This Contract Renewal shall become effective on January 1, 2025, and shall run through December 31, 2025.

**3. COMPENSATION.**

The City shall pay a maximum amount not to exceed **ONE HUNDRED FORTY-FIVE THOUSAND AND NO/100 DOLLARS (\$145,000.00)** plus applicable tax, in accordance with Consultant’s Cost Proposal attached hereto, for everything furnished and done under this Contract Renewal. This is the maximum amount to be paid under this Renewal and shall not be exceeded without the prior written authorization of the City, memorialized with the same formality as the original Contract and this document.

**4. DEBARMENT AND SUSPENSION.**

The Consultant has provided its certification that it is in compliance with and shall not contract with individuals or organizations which are debarred, suspended, or otherwise excluded from or

ineligible from participation in Federal Assistance Programs under Executive Order 12549 and “Debarment and Suspension”, codified at 29 CFR part 98.

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the parties have executed this Contract Renewal by having legally-binding representatives affix their signatures below.

**DEECO, INC.**

**CITY OF SPOKANE**

By \_\_\_\_\_  
Signature Date

By \_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

Attest:

Approved as to form:

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

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

**Attachments that are part of this Agreement:**

- Certificate of Debarment
- Consultant’s Cost Proposal dated October 4, 2024

**ATTACHMENT  
CERTIFICATION REGARDING DEBARMENT, SUSPENSION,  
INELIGIBILITY AND VOLUNTARY EXCLUSION**

1. The undersigned (i.e., signatory for the Subrecipient / Contractor / Consultant) certifies, to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - b. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
  - c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
  - d. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.
  
2. The undersigned agrees by signing this contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
  
3. The undersigned further agrees by signing this contract that it will include the following clause, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

1. The lower tier contractor certified, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
  
  2. Where the lower tier contractor is unable to certify to any of the statements in this contract, such contractor shall attach an explanation to this contract.
4. I understand that a false statement of this certification may be grounds for termination of the contract.

<hr/> Name of Subrecipient / Contractor / Consultant (Type or Print)	<hr/> Program Title (Type or Print)
<hr/> Name of Certifying Official (Type or Print)	<hr/> Signature
<hr/> Title of Certifying Official (Type or Print)	<hr/> Date (Type or Print)

### COST PROPOSAL

The Overall Project Costs for Compliance Testing Program (Tasks 1, 2, 3, 4, 5, and 6) are presented in Table 1. The overall costs for Task 2 are presented in Table 2 and the breakdown of the analytical costs is presented in Table 3. **These costs are effective from 1/1/2025 through 8/31/2025. All field staff will be DEECO employees.** The schedule with number of employees is shown in Table 4.

DEECO standard costs are presented in Table 5. The delay rate will be \$75.00 per man hour plus per diem (\$230/day/man) and \$8,200 for an eight (8) hr day with per diem and equipment charges.

**TABLE 1  
 OVERALL PROJECT COSTS FOR TASKS 1, 2, 3, 4, 5, AND 6**

Task No.	Scope of Work	Costs
1	Develop Protocol	\$0
2	Compliance test conducted on all both boilers in accordance with the requirements under 40 CFR 60.58b and 40 CFR 60.38b and 2024 report format (Dioxin, PAH, & PCB on only one Unit)	\$109,680  (Subtract \$8,190)
3	Sampling and Analytical Clarifications	N/A
4	RATA on both units including test report	\$16,100
5*	Acquisition and Analysis of Audit Samples Method 23** Method 8 (1 req'd) Method 13B (1 req'd) Method 26 (1 req'd) Method 29 for 8 Metals (2 req'd) Method 29 for Mercury (2 req'd)	N/A \$218 \$278 \$273 \$895 \$806
6	Compliance Test Report (See Table 2 and 3 for details)	\$2,850
Total	Total of Tasks 1, 2, 3, 4, 5, and 6 with all options (Dioxin, PAH, & PCB on only one Unit)	<b>\$131,100</b> (Subtract \$8,190)

\* Per EPA's EMC website, at the time of this writing, two or more Approved Audit Sample providers do not exist. Prices are based on the best available information at the time of this writing. All are billed at cost.

\*\*Not available at the time of this writing, but will be ordered and billed at cost for acquisition and analysis if available 60 days prior to compliance testing.

**TABLE 2  
 PROJECT COST BREAKDOWN FOR TASK 2**

<b>Task</b>	<b>Comments</b>	<b>Cost</b>
Mobilization/Demobilization	Preparation and calibrations	\$3,185
Travel	Travel to and from Site	\$25,035
Stack Sampling	Testing with a staff of 10	\$47,125
Analytical Costs From Table 3	Stack Samples	\$34,335
<b>Total Costs for Sampling and Analytical Program</b>		<b>\$109,680</b>

**TABLE 3  
 ANALYTICAL COST BREAKDOWN FOR TASK 2**

<b>Type of Sample</b>	<b>Parameter</b>	<b>Cost per Sample</b>	<b>No. of Samples</b>	<b>Total Cost</b>
Stack Gases	Particulate* (incl Condensables)	\$285	7 (6 runs, plus RB)	\$1,995
	HF and Cr <sup>+6</sup> *	\$260	8 (6 runs, plus RB & FB)	\$2,080
	NH <sub>3</sub> *	\$185 (all fractions)	7 (6 runs, plus RB) (3 fractions/run)	\$1,295
	HCl* (Inlet)	\$60	7 (6 runs, plus RB)	\$420
	HCl* (Outlet)	\$60	6 (3 fractions/run)	\$1,080
	H <sub>2</sub> SO <sub>4</sub> *	\$95	7 (6 runs, plus RB)	\$665
	Metals*	\$235	10 (8 runs, plus RB & FB)	\$2,350
	Mercury* (Inlet/Outlet)	\$275	18 (16 runs, plus RB & FB)	\$4,950
	PCDD/PCDF**	\$1,100	7	\$7,700
	PAHs**	\$700	7	\$4,900
PCBs**	\$800	7	\$5,600	
XAD-2 Traps**	\$130	10	\$1,300	
<b>Total 2024 Anticipated Analytical Costs</b>				<b>\$34,335</b>

\* - Analyses performed by Element One

\*\* - Analyses performed by SGS North America (formerly Analytical Perspectives)

**TABLE 4  
 COMPLIANCE TESTING DAILY (DATES TBD) SCHEDULE FOR TASKS 2 AND 4**

SAMPLING LOCATION	TEST PARAMETER	SAMPLING METHOD	NUMBER OF RUNS	Hrs on-site No. of Staff
<b>DAY 1 (Sunday) - Setup Equipment on Unit 2 for Compliance Test and Unit 1 for RATA</b>				
<b>DAY 2 (Monday) - Unit 2 Boiler Exit and FF Outlet Compliance and Unit 1 RATA</b>				
Unit 1 Boiler Exit	Mercury	EPA Method 29	3	10 hrs 10 Staff
Unit 1 FF Outlet	Metals incl. Mercury	EPA Method 29	3	
	Particulate/PM <sub>10</sub>	EPA Method 5/202 <sub>wet</sub>	3	
	Opacity	COMS	3	
Unit 2 FF Outlet	RATA	See Table below		
<b>DAY 3 (Tuesday) - Unit 1 Boiler Exit and FF Outlet for Compliance and Unit 2 for RATA</b>				
Unit 1 FF Outlet	RATA	See Table below		
Unit 2 Boiler Exit	Mercury	EPA Method 29	1	10 hrs 10 Staff
	HCl	EPA Method 26A	3	
Unit 2 FF Outlet	Metals incl. Mercury	EPA Method 29	1	
	HCl and Ammonia	EPA Method 26A	3	
	PCDD/PCDF/PAH/PCB	EPA M 23/CARB 428/429	2	
<b>DAY 4 (Wednesday) - Units 1 and 2 Boiler Exit and FF Outlet</b>				
Unit 2 Boiler Exit	Mercury	EPA Method 29	3	10 hrs 10 Staff
Unit 2 FF Outlet	Metals incl. Mercury	EPA Method 29	3	
	Particulate/PM <sub>10</sub>	EPA Method 5/202 <sub>wet</sub>	3	
	Opacity	COMS	3	
	PCDD/PCDF/PAH/PCB	EPA M 23/CARB 428/429	1	
Unit 1 FF Outlet	HF and Cr <sup>+6</sup>	EPA Method 13B/306	3	
	Sulfuric Acid	EPA Method 8	3	
	Non-Methane Hydrocarbons	EPA Method 25A	3	
Facility Ash Handling System	Fugitive Emissions	EPA Method 22	3	
<b>DAY 5 (Thursday) - Units 1 and 2 Boiler Exit and FF Outlet</b>				
Unit 1 Boiler Exit	HCl	EPA Method 26A	3	10 hrs 10 Staff
	Mercury	EPA Method 29	1	
Unit 1 FF Outlet	HCl and Ammonia	EPA Method 26A	3	
	Metals incl. Mercury	EPA Method 29	1	
Unit 2 FF Outlet	HF and Cr <sup>+6</sup>	EPA Method 13B/306	3	
	Sulfuric Acid	EPA Method 8	3	
	Non-Methane Hydrocarbons	EPA Method 25A	3	
<b>DAY 6 (Friday) - Contingency</b>				

**RATA Schedule**

<b>Day 1 (Monday) - Unit 1</b>				
Unit 1 - Boiler Exit	Oxygen	M 3A and PS 3	9 - 12, ≥30 min	10 hours
	Sulfur Dioxide	M 6C and PS 2	9 - 12, ≥30 min	
Unit 1 - FF Outlet	Oxygen	M 3A and PS3	9 - 12, ≥30 min	
	Nitrogen Oxides & Sulfur Dioxide	M 6C, 7E and PS 2	9 - 12, ≥30 min	
	Carbon Monoxide	M 10 and PS 4A	9 - 12, ≥30 min	
<b>Day 2 (Tuesday) - Unit 2</b>				
Unit 2 - Boiler Exit	Oxygen	M 3A and PS 3	9 - 12, ≥30 min	10 hours
	Sulfur Dioxide	M 6C and PS 2	9 - 12, ≥30 min	
Unit 2 - FF Outlet	Oxygen	M 3A and PS3	9 - 12, ≥30 min	
	Nitrogen Oxides & Sulfur Dioxide	M 6C, 7E and PS 2	9 - 12, ≥30 min	
	Carbon Monoxide	M 10 and PS 4A	9 - 12, ≥30 min	

**TABLE 5**  
**BILLING INFORMATION FOR EMISSION TESTING - JANUARY, 2025**

1. Hourly Time Charge Rates

<u>Classification</u>	<u>Rate/Hour</u>
Program Director (Marc Hamilton, Scott Steinsberger)	\$115.00
Sr. Projects Managers (Lee Cecchi)	\$100.00
Senior Project Managers	\$90.00
Field Team Leaders	\$75.00
Chemists	\$75.00
Junior Professionals	\$65.00
Senior Technician	\$65.00
Technicians	\$60.00

2. Time Charging

The above rates represent all of DEECO's direct salary costs, overhead, and profit. These rates are subject to periodic adjustment for merit and cost of living increases. The time charges for services performed will be the actual number of hours worked. Travel time shall be considered as work time. Time in excess of 8 hours per day will be billed at the same rate shown above. No extra rate for overtime is charged.

3. Travel, Subsistence and Other Direct Costs

Travel and subsistence expenses, materials and supplies, and out-of-pocket expenses are bill to the Client at cost. Meal per diem is \$55.00 per day. Lodging costs are variable depending on location.

4. Charges for Automobile, Trucks & Vans

<b>Vehicle Type</b>	<b>Daily Charge</b>	<b>Mileage Charge</b>
Vans	\$50.00	\$1.00 per mile
Trucks/Trailers	\$50.00	\$1.00 per mile
CEM Trailer (less than 3 monitors)	\$250.00	\$1.00 per mile
CEM Trailer (each additional monitor)	\$150.00	
Heat-traced Sample Line	\$100.00	
Method 5-type Sample Trains	\$100.00	
Modified Method 5-type Sample Trains	\$150.00	
GC/FID/ECD/TCD/FPD	\$250.00	
FTIR	\$2,000	
Extra FTIR	\$2,000	

Daily charges includes gasoline, maintenance, and insurance. Personal car mileage will be charged at the existing approved IRS rate. Travel days are charged at half of the daily charge for CEM Trailers.





DEECINC-01

MKADZ

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/6/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


<b>PRODUCER</b> Rogers Services Inc/ Rogers Insurance Agency 512 W Williams Street Apex, NC 27502	<b>CONTACT NAME:</b> Melissa Kadzielawski <b>PHONE (A/C, No, Ext):</b> (919) 362-8310 <b>FAX (A/C, No):</b> (919) 362-4101 <b>E-MAIL ADDRESS:</b> melissa@rogersinc.net	
	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A :</b> Markel American Insurance Company <b>28932</b> <b>INSURER B :</b> Twin City Fire Insurance Company <b>29459</b> <b>INSURER C :</b> Evanston Insurance Company <b>35378</b> <b>INSURER D :</b> Hartford Multiple Companies <b>14397</b> <b>INSURER E :</b> Starstone National Insurance Company <b>25496</b> <b>INSURER F :</b>	<b>NAIC #</b>
<b>INSURED</b>  Deeco, Inc. PO Box 4159 Cary, NC 27519		

**COVERAGES**      **CERTIFICATE NUMBER:**      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			MKLV2ENV104054	3/10/2024	3/10/2025	EACH OCCURRENCE \$ <b>1,000,000</b> DAMAGE TO RENTED PREMISES (Ea occurrence) \$ <b>100,000</b> MED EXP (Any one person) \$ <b>10,000</b> PERSONAL & ADV INJURY \$ <b>1,000,000</b> GENERAL AGGREGATE \$ <b>2,000,000</b> PRODUCTS - COMP/OP AGG \$ <b>2,000,000</b> <b>Pollution</b> \$ <b>1,000,000</b>
B	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			22UENAE8077	3/10/2024	3/10/2025	COMBINED SINGLE LIMIT (Ea accident) \$ <b>1,000,000</b> BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ <b>10,000</b>			MKLV2EFX101293	3/10/2024	3/10/2025	EACH OCCURRENCE \$ <b>8,000,000</b> AGGREGATE \$ <b>8,000,000</b> <b>General Aggrega</b> \$
D	<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)    Y/N <input type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below			22WEAC9NK3	3/10/2024	3/10/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ <b>1,000,000</b> E.L. DISEASE - EA EMPLOYEE \$ <b>1,000,000</b> E.L. DISEASE - POLICY LIMIT \$ <b>1,000,000</b>
E	<b>Commercial Umbrella</b>			P89792241AEM	3/10/2024	3/10/2025	<b>2,000,000</b>
A	<b>Professional Liabi.</b>			MKLV2ENV104054	3/10/2024	3/10/2025	<b>1,000,000</b>

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
City of Spokane is included as Additional Insured on the General Liability and Automobile Liability policies for work performed by the named insured and where required by written contract. Coverage is provided on a primary and non contributory basis. Waiver of Subrogation applies in favor of Arkema Inc., its subsidiaries and affiliates, directors and officers, and employees on the General Liability, Automobile Liability, Excess/Umbrella Liability and Workers Compensation where required by written contract. Excess Liability is follow form.

<b>CERTIFICATE HOLDER</b>  City of Spokane ATTN: Purchasing Division 4th Floor - City Hall 808 W Spokane Blvd Spokane, WA 99201	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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< Business Lookup

### License Information:

[New search](#) [Back to results](#)

**Entity name:** DEECO INC

**Business name:** DEECO INC

**Entity type:** [Corporation](#)

**UBI #:** 603-237-573

**Business ID:** 001

**Location ID:** 0001

**Location:** Active

**Location address:** 3404 LAKE WOODARD DR  
RALEIGH NC 27604-3854

**Mailing address:** 3404 LAKE WOODARD DR  
RALEIGH NC 27604-3854

**Excise tax and reseller permit status:** [Click here](#)

**Secretary of State status:** [Click here](#)

### Endorsements

Endorsements held at this location	License #	Count	Details	Status	Expiration date	First issuance date
<a href="#">Spokane General Business - Non-Resident</a>	T12032625BUS			Active	Apr-30-2025	Oct-15-2012

### Registered Trade Names

Registered trade names	Status	First issued
DEECO INC	Active	Apr-09-2020

The Business Lookup information is updated nightly. Search date and time: 7/15/2024 7:32:40 AM

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**Agenda Sheet for City Council:**

**Committee:** PIES **Date:** 11/18/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/20/2024

**Clerk's File #** OPR 2024-1043

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/02/2024

<b>Submitting Dept</b>	SOLID WASTE DISPOSAL	<b>Bid #</b>	RFP 6187-24
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<b>Contact Name/Phone</b>	DAVID PAINE 625-6878	<b>Requisition #</b>	CR 26921
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<b>Contact E-Mail</b>	DPAINE@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	BWILKERSON JBINGLE KKLITZKE		
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<b>Agenda Item Name</b>	4490 CONTRACT FOR AS-NEEDED MOTOR RECONDITIONING		
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**Agenda Wording**

Five year contract award to K&N Electric Motors, Inc. (Spokane Valley, WA) for as-needed offsite motor reconditioning from Jan 1, 2025-Dec 31, 2029 and a total cost not to exceed \$245,000.00 plus tax (\$49K annually).

**Summary (Background)**

The Waste to Energy Facility utilizes many different types of motors in various applications that require periodic maintenance, repairs and reconditioning. On Sep 30, 2024 bidding closed on RFP 6187-24 for these as-needed services. Two responses were received and K&N Electric Motors, Inc. was the low cost bidder. The contract award will be for five years.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost	\$ \$245,000.00
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Current Year Cost	\$ \$49,000.00
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Subsequent Year(s) Cost	\$ \$49,000.00
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**Narrative**

This is a routine repair and maintenance service expense that was planned for in the Solid Waste Disposal budget. This contract is in place as a mechanism to avoid emergency spending in the event of a failure and will only be used on an as-needed basis.

**Amount**

**Budget Account**

Expense	\$ 245,000.00	# 4490-44100-37148-54803-34002
Select	\$	#
Select	\$	#
Select	\$	#
	\$	#
	\$	#



## Continuation of Wording, Summary, Approvals, and Distribution

### Agenda Wording

### Summary (Background)

#### **Approvals**

<u>Dept Head</u>		<u>Additional Approvals</u>	
	AVERYT, CHRIS	<u>PURCHASING</u>	NECHANICKY, JASON
<u>Division Director</u>	FEIST, MARLENE		
<u>Accounting Manager</u>	ALBIN-MOORE, ANGELA		
<u>Legal</u>	SCHOEDEL, ELIZABETH		
<u>For the Mayor</u>	PICCOLO, MIKE		

#### **Distribution List**

Janet Schmidkofer, jans@knelectric.com	mdorgan@spokanecity.org
jsalstrom@spokanecity.org	tprince@spokanecity.org
rrinderle@spokanecity.org	

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Committee Date</b>	November 18, 2024
<b>Submitting Department</b>	Solid Waste Disposal
<b>Contact Name</b>	David Paine
<b>Contact Email &amp; Phone</b>	<a href="mailto:dpaine@spokanecity.org">dpaine@spokanecity.org</a> , 509-625-6878
<b>Council Sponsor(s)</b>	Wilkerson, Bingle, Klitzke
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Five-year contract award for as-needed off-site motor reconditioning for the Waste to Energy Facility.
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>The Waste to Energy Facility utilizes many different types of motors in various applications. These motors need periodic maintenance, repairs and reconditioning in order to provide continued operation. On September 30, 2024, bidding closed on RFP 6187-24 for the as-needed offsite motor reconditioning services on the various motors the facility utilizes.</p> <p>Two responses were received and K&amp;N Electric Motors, Inc. (Spokane Valley, WA) was the low cost bidder. The contract award would be for five years, from Jan. 1, 2025 through Dec. 31, 2029 with a total cost not to exceed \$245,000.00, plus tax. The anticipated annual spend is \$49,000.00 plus tax.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$245,000.00</u></p> <p style="padding-left: 20px;">Current year cost: \$49,000.00</p> <p style="padding-left: 20px;">Subsequent year(s) cost: \$49,000.00</p> <p><b>Narrative:</b> <u>This is a routine repair and maintenance service expense that was planned for in the Solid Waste Disposal budget. This contract is in place as a mechanism to avoid emergency spending in the event of a failure and will only be used on an as-needed basis.</u></p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Program revenue</p> <p>Is this funding source sustainable for future years, months, etc? Yes</p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts (If N/A, please give a brief description as to why)</b></p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? Public works services and projects are designed to serve all citizens and businesses. We strive to offer a consistent level of service to all, to distribute public investment throughout the community and to respond to gaps in services identified in various City plans.</li> </ul>	

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

N/A

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

Public Works follows the City's established procurement and public works bidding regulations and policies to bring items forward, and then uses contract management best practices to ensure desired outcomes and regulatory compliance.

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

This work is consistent with annual budget strategies to limit costs and approved projects in the 6-year CIP.

### **Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.

Not applicable



**City of Spokane**  
**PERSONAL SERVICES AGREEMENT**  
**Title: AS-NEED OFFSITE MOTOR RECONDITIONING**

This Agreement is made and entered into by and between the **CITY OF SPOKANE** as (“City”), a Washington municipal corporation, and **K & N, an Impel Company**, whose address is 415 North Fancher Road, Spokane Valley, Washington 99212 as (“Company”), individually hereafter referenced as a “Party”, and together as the “Parties”.

*WHEREAS, the purpose of this Agreement is to provide As-Needed Offsite Motor Reconditioning for the Waste to Energy Facility; and*

*WHEREAS, the Company was selected through RFP 6187-24 issued by the City.*

*NOW, THEREFORE, in consideration of the terms, conditions, covenants and performance of the Scope of Work contained herein, the City and Company mutually agree as follows:*

**1. TERM OF AGREEMENT.**

The term of this Agreement begins on January 1, 2025, and shall run through December 31, 2029, unless amended by written agreement or terminated earlier under the provisions. The total Contract period shall not exceed five (5) years.

**2. TIME OF BEGINNING AND COMPLETION.**

The Company shall begin the work outlined in the “Scope of Work” (“Work”) on the beginning date, above. The City will acknowledge in writing when the Work is complete. Time limits established under this Agreement shall not be extended because of delays for which the Company is responsible, but may be extended by the City, in writing, for the City’s convenience or conditions beyond the Company’s control.

**3. SCOPE OF WORK.**

The General Scope of Work for this Agreement is described in K & N, an Impel Company, - RFP 6187-24 Bid Response Summary dated September 30, 2024, which is attached as **Exhibit B** and made a part of this Agreement. In the event of a conflict or discrepancy in the Agreement documents, this City Personal Services Agreement controls.

The Work is subject to City review and approval. The Company shall confer with the City periodically, and prepare and present information and materials (e.g. detailed outline of completed Work) requested by the City to determine the adequacy of the Work or Company’s progress.

**4. COMPENSATION / PAYMENT.**

Total compensation for Company’s services under this Agreement shall not exceed **TWO HUNDRED**

**FORTY-FIVE THOUSAND AND NO/100 DOLLARS (\$245,000.00)**, plus sales tax if applicable, for everything furnished and done under this Agreement.

The Company shall submit its applications for payment to Spokane Solid Waste Disposal, 2900 South Geiger Blvd, Spokane, Washington, 99224. **Payment will be made via direct deposit/ACH** within thirty (30) days after receipt of the Company's application except as provided by state law. If the City objects to all or any portion of the invoice, it shall notify the Company and reserves the right to only pay that portion of the invoice not in dispute. In that event, the parties shall immediately make every effort to settle the disputed amount

**5. TAXES, FEES AND LICENSES.**

- A. Company shall pay and maintain in current status, all necessary licenses, fees, assessments, permit charges, etc. necessary to conduct the work included under this Agreement. It is the Company's sole responsibility to monitor and determine changes or the enactment of any subsequent requirements for said fees, assessments, or changes and to immediately comply.
- B. The cost of any permits, licenses, fees, etc. arising as a result of the projects included in this Agreement shall be included in the project budgets.

**6. CITY OF SPOKANE BUSINESS LICENSE.**

Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained a valid annual business registration. The Company shall be responsible for contacting the State of Washington Business License Services at [www.dor.wa.gov](http://www.dor.wa.gov) or 360-705-6741 to obtain a business registration. If the Company does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at (509) 625-6070 to request an exemption status determination.

**Subcontractor:** Subcontractor expenses will be reimbursed at the actual cost incurred and may not include a markup. Copies of all Subcontractor invoices that are rebilled to the City are required.

**7. SOCIAL EQUITY REQUIREMENTS / NON-DISCRIMINATION.**

No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Agreement because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Company agrees to comply with, and to require that all subcontractors comply with, federal, state and local nondiscrimination laws, including but not limited to: the Civil Rights Act of 1964, the Rehabilitation Act of 1973, the Age Discrimination in Employment Act, and the American's With Disabilities Act, to the extent those laws are applicable.

**8. INDEMNIFICATION.**

The Company shall defend, indemnify, and hold the City and its officers and employees harmless from all claims, demands, or suits at law or equity asserted by third parties for bodily injury (including death) and/or property damage which arise from the Company's negligence or willful misconduct under this Agreement, including attorneys' fees and litigation costs; provided that nothing herein shall require a Company to indemnify the City against and hold harmless the City from claims, demands or suits based solely upon the negligence of the City, its agents, officers, and employees. If a claim or suit is caused by or results from the concurrent negligence of the Company's agents or employees and the City, its agents, officers and employees, this indemnity provision shall be valid and enforceable to the extent of the negligence of the Company, its agents or employees. The Company specifically assumes liability and agrees to defend, indemnity, and hold the City harmless for actions



brought by the Company's own employees against the City and, solely for the purpose of this indemnification and defense, the Company specifically waives any immunity under the Washington State industrial insurance law, or Title 51 RCW. The Company recognizes that this waiver was specifically entered into pursuant to the provisions of RCW 4.24.115 and was the subject of mutual negotiation. The indemnity and agreement to defend and hold the City harmless provided for in this section shall survive any termination or expiration of this agreement.

## **9. INSURANCE.**

During the period of the Agreement, the Company shall maintain in force at its own expense, each insurance noted below with companies or through sources approved by the State Insurance Commissioner pursuant to Title 48 RCW:

A. **Worker's Compensation Insurance** in compliance with RCW 51.12.020, which requires subject employers to provide workers' compensation coverage for all their subject workers and Employer's Liability Insurance in the amount of \$1,000,000;

B. **General Liability Insurance** on an occurrence basis, with a combined single limit of not less than \$1,000,000 each occurrence for bodily injury and property damage. It shall include contractual liability coverage for the indemnity provided under this agreement. It shall provide that the City, its officers and employees are additional insureds but only with respect to the Company's services to be provided under this Agreement;

i. Acceptable supplementary Umbrella coverage in combination with Commercial General Liability policy shall be a minimum of \$2M in order to meet the minimum insurance coverages required under this contract; and

C. **Automobile Liability Insurance** with a combined single limit, or the equivalent of not less than \$1,000,000 each accident for bodily injury and property damage, including coverage for owned, hired and non-owned vehicles.

D. **Pollution Legal Liability Insurance** with a minimum coverage for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence and \$3,000,000 aggregate. Pollution Liability covers sums the Operator is legally obligated to pay as a result of emission, discharge, release or escape of any contaminants, irritants, or pollutants in or on land, the atmosphere, or any water course of body of water, provided this results in environmental damage.

There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without sixty (60) days written notice from the Company or its insurer(s) to the City. As evidence of the insurance coverage(s) required by this Agreement, the Company shall furnish acceptable Certificates Of Insurance (COI) to the City at the time it returns this signed Agreement. The certificate shall specify the City of Spokane as "Additional Insured" specifically for Company's services under this Agreement, as well as all of the parties who are additional insureds, and include applicable policy endorsements, the sixty (60) day cancellation clause, and the deduction or retention level. The Company shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

## **10. DEBARMENT AND SUSPENSION.**

The Company has provided its certification that it is in compliance with and shall not contract with individuals or organizations which are debarred, suspended, or otherwise excluded from or ineligible from participation in Federal Assistance Programs under Executive Order 12549 and "Debarment and Suspension", codified at 29 CFR part 98 (see Exhibit A).

#### **11. AUDIT.**

The Company and its subcontractor shall maintain for a minimum of three (3) years following final payment all records related to its performance of the Agreement. The Company and its subcontractors shall provide access to authorized City representatives, at reasonable times and in a reasonable manner to inspect and copy any such record. In the event of conflict between this provision and related auditing provisions required under federal law applicable to the Agreement, the federal law shall prevail.

#### **12. KEY PERSONS.**

The Company shall not transfer or reassign any individual designated in this Agreement as essential to the Work, nor shall those key persons, or employees of Company identified as to be involved in the Project Work be replaced, removed or withdrawn from the Work without the express written consent of the City, which shall not be unreasonably withheld. If any such individual leaves the Company's employment, the Company shall present to the City one or more individuals with greater or equal qualifications as a replacement, subject to the City's approval, which shall not be unreasonably withheld. The City's approval does not release the Company from its obligations under this Agreement.

#### **13. ASSIGNMENT AND SUBCONTRACTING.**

The Company shall not assign or subcontract its obligations under this Agreement without the City's written consent, which may be granted or withheld in the City's sole discretion. Any subcontract made by the Company shall incorporate by reference this Agreement, except as otherwise provided. The Company shall ensure that all subcontractors comply with the obligations and requirements of the subcontract. The City's consent to any assignment or subcontract does not release the Company from liability or any obligation within this Agreement, whether before or after City consent, assignment or subcontract.

#### **14. TERMINATION.**

Either party may terminate this Agreement, with or without cause, by ten (10) days written notice to the other party. In the event of such termination, the City shall pay the Company for all work previously authorized and performed prior to the termination date.

#### **15. STANDARD OF PERFORMANCE.**

The standard of performance applicable to Company's services will be the degree of skill and diligence normally employed by professional Companies performing the same or similar services at the time the services under this Agreement are performed.

#### **16. OWNERSHIP AND USE OF RECORDS AND DOCUMENTS.**

Original documents, drawings, designs, reports, or any other records developed or created under this Agreement shall belong to and become the property of the City. All records submitted by the City to the Company shall be safeguarded by the Company. The Company shall make such data, documents and files available to the City upon the City's request. If the City's use of the Company's records or data is not related to this project, it shall be without liability or legal exposure to the Company.

Under Washington State Law (reference RCW Chapter 42.56, the *Public Records Act* [PRA]) all materials received or created by the City of Spokane are **public records** and are available to the public for viewing via the City Clerk's Records (online) or a valid Public Records Request (PRR).

**17. ANTI KICK-BACK.**

No officer or employee of the City of Spokane, having the power or duty to perform an official act or action related to this Agreement shall have or acquire any interest in the Agreement, or have solicited, accepted or granted a present or future gift, favor, service or other thing of value from or to any person involved in this Agreement.

**18. MISCELLANEOUS PROVISIONS.**

- A. **Amendments/Modifications:** This Agreement may be modified by the City in writing when necessary, and no modification or Amendment of this Agreement shall be effective unless signed by an authorized representative of each of the parties hereto.
- B. The Company, at no expense to the City, shall comply with all laws of the United States and Washington, the Charter and ordinances of the City of Spokane; and rules, regulations, orders and directives of their administrative agencies and officers. Without limiting the generality of this paragraph, the Company shall comply with the requirements of this Section.
- C. This Agreement shall be construed and interpreted under the laws of Washington. The venue of any action brought shall be in a court of competent jurisdiction, located in Spokane County, Washington.
- D. **Captions:** The titles of sections or subsections are for convenience only and do not define or limit the contents.
- E. **Severability:** If any term or provision is determined by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Agreement shall not be affected, and each term and provision shall be valid and enforceable to the fullest extent permitted by law.
- F. **Waiver:** No covenant, term or condition or the breach shall be deemed waived, except by written consent of the party against whom the waiver is claimed, and any waiver of the breach of any covenant, term or condition shall not be deemed a waiver of any preceding or succeeding breach of the same or any other covenant, term of condition. Neither the acceptance by the City of any performance by the Company after the time the same shall have become due nor payment to the Company for any portion of the Work shall constitute a waiver by the City of the breach or default of any covenant, term or condition unless otherwise expressly agreed to by the City in writing.
- G. **Entire Agreement:** This document along with any exhibits and all attachments, and subsequently issued addenda, comprises the entire agreement between the City and the Firm. If conflict occurs between Agreement documents and applicable laws, codes, ordinances or regulations, the most stringent or legally binding requirement shall govern and be considered a part of this Agreement to afford the City the maximum benefits.
- H. **No personal liability:** No officer, agent or authorized employee of the City shall be personally responsible for any liability arising under this Agreement, whether expressed or implied, nor for any statement or representation made or in any connection with this Agreement.

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the parties have executed this Agreement by having legally-binding representatives affix their signatures below.

**K & N, AN IMPEL COMPANY**

**CITY OF SPOKANE**

By \_\_\_\_\_  
Signature Date

By \_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

Attest:

Approved as to form:

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

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

**Attachments that are part of this Agreement:**

Exhibit A – Certificate Regarding debarment

Exhibit B – K & N, an Impel Company – RFP 6187-24 Bid Response Summary dated September 30, 2024.

24-222

**EXHIBIT A**

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,  
INELIGIBILITY AND VOLUNTARY EXCLUSION**

1. The undersigned (i.e., signatory for the Subrecipient / Contractor / Consultant) certifies, to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - b. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
  - c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
  - d. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.
  
2. The undersigned agrees by signing this contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
  
3. The undersigned further agrees by signing this contract that it will include the following clause, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

1. The lower tier contractor certified, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
  
2. Where the lower tier contractor is unable to certify to any of the statements in this contract, such contractor shall attach an explanation to this contract.
  
4. I understand that a false statement of this certification may be grounds for termination of the contract.

Name of Subrecipient / Contractor / Consultant (Type or Print)	Program Title (Type or Print)
Name of Certifying Official (Type or Print)	Signature
Title of Certifying Official (Type or Print)	Date (Type or Print)

**EXHIBIT B**

**Bid Response Summary**

**Bid Number** RFP 6187-24  
**Bid Title** Offsite Motor Reconditioning, As Needed  
**Due Date** Monday, September 30, 2024 1:00:00 PM [(UTC-08:00) Pacific Time (US & Canada)]  
**Bid Status** Closed to Bidding  
**Company** K&N Electric Motors, Inc.  
**Submitted By** Janet Schmidkofer - Monday, September 9, 2024 9:41:21 AM [(UTC-08:00) Pacific Time (US & Canada)]  
 jans@knelectric.com 5098388000

**Comments****Question Responses**

Group	Reference Number	Question	Response
BACKGROUND			
	1	The City of Spokane Waste-to-Energy Facility (COS WTE) is located at 2900 S. Geiger Boulevard in Spokane. The COS WTE works under aggressive deadlines and schedules that require suppliers to provide high service levels. The COS WTE is soliciting proposals for Offsite Motor Reconditioning, as needed with a company established and experienced in providing such services.	Acknowledged
SUBMISSIONS OF PROPOSALS			
	1	Bid Responses shall be submitted electronically through the City of Spokane's bidding portal: <a href="https://spokane.procureware.com">https://spokane.procureware.com</a> on or before the Due Date and time. Hard, e-mailed or faxed copies and/or late bids shall not be accepted.	Acknowledged
	2	The City of Spokane is not responsible for bids electronically submitted late. It is the responsibility of the Bidder to be sure the bids are electronically submitted sufficiently ahead of time to be received no later than Bid Due Date and stated time.	Acknowledged
	3	All communication between the Bidder and the City upon receipt of this bid shall be via the "Clarification Tab" within ProcureWare. Any other communication will be considered unofficial and non-binding on the City	Acknowledged
	4	Failure by the Proposer to comply with any part of the RFP may result in rejection of the Proposal as non-responsive. The City also reserves the right, however, at its sole discretion to waive minor administrative irregularities	Acknowledged
	5	This RFP does not obligate the City to contract for services specified herein.	Acknowledged

6	The City also reserves the right to cancel or reissue the RFP in whole or in part, prior to final award of a contract.	Acknowledged
PERIOD OF PERFORMANCE		
1	PERIOD OF PERFORMANCE: Upon City Council approval, the proposed contract is estimated to begin January 1, 2025 going through December 31, 2029. The total contract period not to exceed five (5) years.	I agree and I acknowledge
SCOPE OF SERVICES		
1	COS WTEF seeks offsite motor reconditioning, as needed.	Acknowledged
2	Vendor will be responsible for the furnishing of all labor, supervision, materials, tools, transportation, and other items of work and costs necessary for the proper performance and completion of the described Work. The apparent silence or omission as to any detail of any Work to be done or materials to be furnished and required for the proper performance of the Work, shall be regarded as meaning that the best general practice is to prevail, and that material and workmanship of the best quality are to be used, and interpretation of the scope of work shall be made upon this basis.	I agree and I acknowledge
3	Annual reconditioning quantity requirements listed on on Pricing Form are estimates only and are not guaranteed, as needed reconditioning requirements may be more or less. Payment will only be made for actual services requested, performed, and accepted.	I agree and I acknowledge
4	Awarded Vendor will pick-up motor(s) from COS WTE Warehouse to be reconditioned.	I agree and I acknowledge
5	Awarded Vendor will delivered reconditioned motor(s) to COS WTE Warehouse.	I agree and I acknowledge
6	Awarded Vendor will conduct initial inspection of Motor(s) to be reconditioned.	I agree and I acknowledge
7	Awarded Vendor will provide WTEF a detailed itemized breakout of services and parts required for reconditioning of motor(s) obtaining WTEF's approval prior to reconditioning. Breakout should include Vendor's percentage markup for parts and materials. COS WTEF would review breakout to make an determination if it would be more cost effective to repair or to procure a new motor.	I agree and I acknowledge
8	Proposer can perform recondition of motors manufactured by, but not limited to: Baldor, General Kinematics, Magnetek Motors, Marathon Bluemax, Toshiba, Magnetek, Reliance, and Siemens.	I agree and I acknowledge



8.1	Proposer can Recondition: Manufacturer: Baldor, Mounting: Vertical, INS: CL:B, Frame: 56CZY, ENCL: TENV, Volts: 460, Amps: 8, Hertz: 60, Phase: 3, RPM: 1200, Horsepower 33, SER FACTOR: 1.00, CAT NO: 1189, SPEC #: 35K649Y325, TEMP RISE: 40, DESIGN: B	I agree and I acknowledge
8.2	Proposer can Recondition: Manufacturer: General Kinematics, Model: BZ08375, Serial Number: 10-04-26-15 (Or Different), Type: CJ156, Mounting: Horizontal, INS CL: F, Frame: 326YZ, ENCL: TENV, Volts: 460, Amps: 27.5, Hertz: 60, Phase: 3, RPM: 720, Horsepower 15, SER FACTOR: 1.00, CAT NO: 8-961924-40, TEMP RISE: 40, DESIGN: B	I agree and I acknowledge
8.3	Proposer can Recondition: Manufacturer: Magnetek Motors, Model: 449THTS18034AA W, Serial Number: WAA118299 (Or Different), Type: TTS, Mounting: Rigid, INS CL: H1, Frame: 447/449TZ, ENCL: TENV, Volts: 460, Amps: 198, Hertz: 60, Phase: 3, RPM: 1792, Horsepower 175, SER FACTOR: 1.00, TEMP RISE: 75C, DESIGN: Continuous Duty	I agree and I acknowledge
8.4	Proposer can Recondition: Manufacturer: Toshiba, Model: SD-10011282, Serial Number: 180921105 (Or Different), Type: IKKH EQPIII Brake, Mounting: Horizontal, INS CL: F, Frame: 254TCZ, ENCL: TENV, Volts: 460, Amps: 9.2, Hertz: 60, Phase: 3, Phase: 3, RPM: 1800, Horsepower 7.5, SER FACTOR: 1.15, Prod #: 29159823, TEMP RISE: 105C, DESIGN: Premium Efficiency	I agree and I acknowledge
8.5	Proposer can Recondition: Manufacturer: Toshiba, Model: SD-10011283, Serial Number: 180921312 (Or Different), Type: TKKH EQPIII Brake, Mounting: Horizontal, INS CL: F, Frame: 286TCZ, ENCL: TENV, Volts: 460, Amps: 18, Hertz: 60, Phase: 3, RPM: 1800, Horsepower 15, SER FACTOR: 1.15, Prod #: 2011041, TEMP RISE: 105C, DESIGN: Premium Efficiency	I agree and I acknowledge
8.6	Proposer can Recondition: Manufacturer: Marathon Bluemax, Model: TVM286THTNA18552AAL, Serial Number: M60024809-1-11/20-01 (Or Different), Type: TTS, Mounting: C-Face-Rigid, INS CL: F1, Frame: 286TCZ, ENCL: TENV, Volts: 460, Amps: 37, Amps: 37, Hertz: 60, Phase: 3, RPM: 1772, Horsepower 30, SER FACTOR: 1.00, TEMP RISE: 105C, DESIGN: Severe Duty	I agree and I acknowledge
8.7	Proposer can Recondition: Manufacturer: Magnetek, Model: 967924BZ00375, Type: CJ158, Mounting: Horizontal, INS CL:F, Frame: 326YZ, ENCL: TENV, Volts: 230/460, Amps: 53/26.5, Phase: 3, RPM: 720, Horsepower 15	I agree and I acknowledge

8.8	Proposer can Recondition: Manufacturer: Magnetek, Model: 41148RE, Type: CJ15B, Mounting: Horizontal, Frame: 326, ENCL: TENV, Volts: 230/460, Amps: 53 / 26.5, Hertz: 60, Phase: 3, RPM: 720, Horsepower: 15	I agree and I acknowledge
8.9	Bidder Can Recondition: Manufacturer: Reliance, Serial Number 01MAN9990 (Or Different), Type: P, Mounting: Horizontal, INS CL:F, Frame: 449TS, ENCL: TEFC, Volts: 460, Amps: 374, Hertz: 60, Phase: 3, RPM: 3600, Horsepower 350	I agree and I acknowledge
8.10	Proposer can Recondition: Manufacturer: Reliance, Serial Number: 1YAB57961A6 (Or Different), Type: P, Model: Shaker Duty, Mounting: Horizontal , INS: CL:F, Frame: 184TCZ, ENCL: TENV, Volts: 230/460, Amps: 4.4 / 2.2, Hertz: 60, Style: 1.15, Phase: 3, RPM: 1800, Horsepower 1.5, TEMP RISE: 40 Degrees Celsius, DESIGN: Y	I agree and I acknowledge
8.11	Proposer can Recondition: Manufacturer: SIEMENS, Serial Number: K92 (Or Different), Type: RGZFS, Mounting: Horizontal, INS: CL:F, Frame: 44TSD, ENCL: TEFC, Volts: 460, Amps: 230/85, Hertz: 60, Phase: 3, RPM: 1800/900, Horsepower: 200/50, SER FACTOR: 1.15, TEMP RISE: 40	I agree and I acknowledge
9	Proposer must provide "Percentage Off" the overall-inclusive-cost-incurred for reconditioning of any motor types not currently listed, but realized later at a later point in time may need to be reconditioned	I agree and I acknowledge
GUARANTY		
1	Awarded Vendor shall guarantee all work, labor and materials for one (1) year following final acceptance of the Work. If any unsatisfactory condition or defect develops within that time, the Vendor shall immediately place the Work in a satisfactory condition, and further repair all damage caused by the condition or defect at its sole expense. This guarantee shall not apply all Work, which has been abused or neglected by the City.	I agree and I acknowledge
ACCEPTANCE PERIOD		
1	Proposals shall remain in effect for a minimum of ninety (90) calendar days from the Bid Due Date for receipt of Proposals for acceptance by the City.	I agree and I acknowledge
RESPONSIVENESS		
1	Failure by the Proposer to comply with any part of the RFP may result in rejection of the Proposal as non-responsive. The City also reserves the right, however, at its sole discretion to waive minor administrative irregularities.	I agree and I acknowledge
COSTS TO PROPOSE		

1	The City will not be liable for any costs incurred by the Proposer in preparation of a Proposal submitted in response to this RFP, conduct of a presentation, or any other activities related to responding to this RFP.	Acknowledged
ADDENDA		
1	Proposer acknowledges receipt of _____ addenda and agrees that their requirements have been included in this bid proposal.	0
EVALUATION PROCEDURE		
1	Responsive Proposals will be evaluated based on the requirements stated in this solicitation. The evaluation process is designed to award this procurement not necessarily to the Vendor of least cost, but rather to the Vendor whose Proposal best meets the requirements of this RFP. The City, at its sole discretion, may elect to select the top-scoring firms as finalists for an oral presentation. The RFP Coordinator may contact the Proposer for clarification of any portion of the Proposer's Proposal.	Acknowledged
ACCEPTANCE / REJECTION OF PROPOSALS		
1	Contract award, if made, will be to the Proposer submitting the most favorable Proposal. The City reserves the right at its sole discretion to reject any and all Proposals received without penalty and to not issue a contract from this RFP.	Acknowledged
2	The City also reserves the right, however, at its sole discretion to waive minor administrative irregularities.	Acknowledged
PREPARATION OF PROPOSAL		
1	The Major Sections of the Proposal Submitted Proposals submitted shall include: (1) Letter of Submittal; (2) Technical Proposal; (3) Mangement Proposal; (4) Cost Proposal (Pricing Form)	Acknowledged

2	<p>LETTER OF SUBMITTAL: To be considered a responsible bidder must provide the Letter of Submittal shall be signed and dated by a person authorized to legally bind the Firm to a contractual relationship, e.g., the president or executive director if a corporation, the managing partner if a partnership, or the proprietor if a sole proprietorship. Along with introductory remarks, the Letter of Submittal is to include the following information about the Firm and any proposed subcontractors: (1) Name, address, principal place of business, telephone number, and fax number/e-mail address of legal entity or individual with whom contract would be written. (2) Legal status of the Firm (sole proprietorship, partnership, corporation, etc.). (3) Location of the facility from which the Firm would operate. (4) Identify any current or former City employees employed by or on the Firm's governing board as of the date of the Proposal or during the previous twelve (12) months. (5) Acknowledgement that the Firm will comply with all terms and conditions set forth in the Request for Qualifications and Proposals, unless otherwise agreed by the City.</p>	Letter of Submittal.docx
2.1	<p>Proposer agrees and acknowledges compliance with Terms and Conditions as set forth in RFP document so named in the 'Documents' tab. If selected response was "AGREED WITH EXCEPTION(S) IDENTIFIED" include requested exception in proposal submittal on separate page and title as "Exception to Terms and Conditions". The City will consider and determine if exception will be accepted.</p>	Agree and Acknowledged
2.1.1	<p>Upload Exception to Terms and Conditions here, if applicable.</p>	
2.1.2	<p>ELIGIBILITY FOR CITY CONTRACTS: Section 18.09.050 of the Spokane Municipal Code states that the recipient of a City contract, award or purchase order shall certify that it is not knowingly or intentionally a nuclear weapons producer. The Proposer certifies that his/her firm is not a nuclear weapons producer.</p>	I Certify
2.2	<p>Upload LETTER OF SUBMITTAL</p>	Letter of Submittal.docx

3	<p>TECHNICAL PROPOSAL: To be considered a responsible bidder's Technical Proposal shall contain a comprehensive description of services including the following elements: 1. SERVICE APPROACH / METHODOLOGY – Include a complete description of the Vendor's proposed approach and methodology for the services. 2. WORK PLAN – Include the proposed tasks, activities, etc. necessary to accomplish the scope of the services. Convey sufficient detail to show the Vendor's knowledge of the subjects and skills necessary to successfully complete the services. Include any required involvement of City staff. The Vendor may also present any creative approaches that might be appropriate and may provide any pertinent supporting documentation. 3. PROJECT SCHEDULE. 4. PROJECT DELIVERABLES.</p>	Acknowledged
3.1	Upload Technical Proposal	RFP 6187-24 Technical.docx
4	<p>MANAGEMENT PROPOSAL: To be considered a responsible bidder's Management Proposal shall contain a comprehensive description of the following elements: 1. TEAM STRUCTURE / INTERNAL CONTROLS - Provide a description of the proposed team structure. Include who within the firm will have prime responsibility and final authority for the work. 2. STAFF QUALIFICATIONS / EXPERIENCE – Identify staff who will be assigned to the potential contract, indicating their responsibilities and qualifications, and include the amount of time each will be assigned to the project. Identify staff who will be assigned to the potential contract, indicating their responsibilities and qualifications, and include the amount of time each will be assigned to the project. 3. EXPERIENCE OF THE FIRM - Indicate the experience the Vendor has in the area of the proposed contract work. 4. REFERENCES - List names, addresses, telephone numbers, and fax numbers/e-mail addresses of three (3) business references for whom work has been accomplished and briefly describe the type of service provided. The Vendor shall grant permission to the City to contact the references. Do not include current City staff as references. The City may evaluate references at the City's discretion.</p>	Acknowledged
4.1	Upload Mangementl Proposal	Statement of Qualifications- Managment proposal_2024.pdf

5	COST PROPOSAL: The fee shall include all costs required to perform the services necessary to accomplish the objectives of the contract. Identify all costs including expenses to be charged for performing the services. List staff costs and any expenses necessary to accomplish the tasks and produce the deliverables under the contract. Vendors are required to collect and pay Washington state sales tax, if applicable.	Acknowledged
5.1	PICK UP POINT: Spokane Solid Waste Disposal, Waste To Energy Facility, WAREHOUSE, 2900 S Geiger Blvd, Spokane WA 9922. No freight allowed; responsibility of the winning vendor.	I agree and I acknowledge
5.2	DELIVERY POINT: DELIVERY - F.O.B. Delivery Point: Spokane Solid Waste Disposal, Waste To Energy Facility, WAREHOUSE, 2900 S Geiger Blvd, Spokane WA 9922. No freight cost allowed; responsibility of the winning vendor.	I agree and I acknowledge
5.3	INCOMING-PARTS' FREIGHT COST TO BE INVOICED AT COST; NO MARK-UP ALLOWED. Freight cost incurred for incoming parts needed for rebuild shall be invoiced at cost; no mark-up allowed on freight allowed.	I agree and I acknowledge
5.4	Sales Tax: Supplier acknowledges the City of Spokane is not a tax exempt entity and is therefore obligated to pay sales tax under Washington State law. Therefore, Suppliers should ensure sales tax is include as a separate line item on invoice(s)	Acknowledged
5.5	Percentage Markup for Parts and Materials: Proposer's Percentage Markup above Vendor's Cost for Parts and Material to perform reconditioning of motors. Percentage Markup will remain unchanged through out the five-year contract period. Enter Percentage Markup here:	25
5.6	Percentage Off: Proposer's "Percentage Off" the overall-inclusive-cost-incurred for reconditioning of any motor types not currently listed, but realized later at a later point in time may need to be reconditioned. Percentage Off will remain unchanged through out the five-year contract period. Enter Percentage Off here:	10% off parts and materials
5.7	Cost Proposal: Proposer has completed Pricing Form.	I agree and I acknowledge
ADDITIONAL DOCUMENTS VENDOR WOULD LIKE TO UPLOAD		
1	If you have additional information/documents to submit, upload them here.	
2	If you have additional information/documents to submit, upload them here.	

3	If you have additional information/documents to submit, upload them here.
4	If you have additional information/documents to submit, upload them here.
<p>PROPRIETARY INFORMATION/PUBLIC DISCLOSURE</p>	
1	<p>Materials submitted in response to this competitive procurement shall become the property of the City. All received Proposals shall remain confidential until the award of contract recommendation has been filed with the applicable Council Committee or the City Clerk for City Council action. Thereafter, the Proposals shall be deemed public records as defined in RCW 42.56, "Public Records." Any information in the Proposal that the Proposer desires to claim as proprietary and thus exempt from disclosure under the provisions of existing state law, shall be clearly designated. Each page claimed to be exempt from disclosure must be clearly identified by the word "Confidential" printed on it. Marking the entire Proposal exempt from disclosure will not be honored. The City will consider a Proposer's request for exemption from disclosure; however, the City will make a decision predicated upon state law and regulations. If any information is marked as proprietary in the Proposal, it will not be made available until the affected Proposer has been given an opportunity to seek a court injunction against the requested disclosure.</p>
<p>OWNERSHIP OF DOCUMENTS</p>	
<p> </p>	

Acknowledged

1	<p>Any and all data, reports, analyses, documents, photographs, pamphlets, plans, specifications, surveys, films or any other material created, prepared, produced, constructed, assembled, made, performed or otherwise produced by the Firm or the Firm's subcontractors or consultants for delivery to the City under this Agreement shall be the sole and absolute property of the City. Such property shall constitute "work made for hire" as defined by U.S. Copyright Act of 1976, 17 U.S.C. § 101, and the ownership of the copyright and any other intellectual property rights in such property shall vest in the City at the time of its creation. Ownership of the intellectual property includes the right to copyright, patent, and register, and the ability to transfer these rights. Material which the Firm uses to perform this Agreement, but is not created, prepared, constructed, assembled, made, performed or otherwise produced for, or paid for, by the City is owned by the Firm and is not "work made for hire" within the terms of this Agreement.</p>	Acknowledged
<p>CITY OF SPOKANE BUSINESS REGISTRATION REQUIREMENT</p>		
1	<p>Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained a valid annual business registration. The Bidder shall be responsible for contacting the State of Washington Business License Services at <a href="http://bls.dor.wa.gov">http://bls.dor.wa.gov</a> or 1-360-705-6741 to obtain a business registration. If the Bidder does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at (509) 625-6070 to request an exemption status determination.</p>	Acknowledged
2	City of Spokane Business Registration Number	604795744
<p>PAYMENT REQUIREMENTS</p>		
1	<p>Supplier acknowledges that payment shall be made via direct deposit/ACH (except as provided by state law) after receipt of the goods/services ordered. A completed ACH application is required before a City order will be issued. If the City objects to all or any portion of an invoice, it shall notify the supplier and reserve the right to pay only that portion of the invoice not in dispute. In that event, all parties shall immediately make every effort to settle the disputed amount.</p>	I agree and I acknowledge



2	<p>INVOICING: Invoice must be submitted to Spokane Solid Waste Disposal within 30 days of performing the work. • Invoices shall include the location and type of services performed, detailed hours and rate per hour, and COS WTE contact that approved services. • Invoices shall reference and list OPR #2024-XXXX. • Payment of invoices shall be contingent upon receipt of sufficient detail to permit identification of the services performed and compliance with contract conditions. Original invoices are required and shall not be approved for payment until all services per request have been satisfactorily performed. Invoices shall be emailed to mdorgan@spokanecity.org.</p>	I agree and I acknowledge
3	<p>INVOICING Percentage Mark Up Any invoice containing a line item in which Vendor's percentage mark has been applied, the Vendor is required to state on the invoice the actual cost the Vendor had incurred prior to Vendor's percentage markup above cost being applied, to equate to amount being invoice. The City reserves the right to request copies of any invoices that the Vendor had received to verify Vendor's cost incurred, prior to Vendor's mark-up being applied.</p>	I agree and I acknowledge
PRICE ESCALATION		
1	<p>Price increases will not be considered before the end of the first 12 months of the Contract.</p>	I agree and I acknowledge
2	<p>Adjustments to pricing after contract commencement date, shall not produce a higher profit margin than that on the original contract, clearly identify the items impacted by the increase, and be accompanied by documentation acceptable to Spokane City sufficient to justify the requested increase. Spokane City will be the sole judge as to the acceptability of sources.</p>	I agree and I acknowledge
3	<p>A written request for a price adjustment will be submitted a minimum of sixty (60) calendar days in advance of a proposed effective date</p>	I agree and I acknowledge
4	<p>An approved price increase will become effective after the approval of the increase.</p>	I agree and I acknowledge
5	<p>Approved price adjustments shall remain unchanged for at least 12 months thereafter unless due to extraordinary circumstances as documented by the Contractor and concurred with by the City</p>	I agree and I acknowledge
6	<p>Approved price changes will be put into effect through the use of a change order to the Agreement. Price changes will not be retroactive</p>	I agree and I acknowledge
7	<p>Retroactive price increase adjustments will not be considered</p>	I agree and I acknowledge

8	Failure to reach agreement on a request for an increase in price(s) can, at the sole option of the City, result in the termination of the Agreement for cause.	I agree and I acknowledge
<b>PRICE DECREASES</b>		
1	During the term of the contract, should the Vendor realize any declines at the manufacturer’s level, or cost reductions, or enter into pricing agreements with other customers providing greater benefits or lower pricing, The Vendor shall immediately request that an amendment to the contract to provide similar pricing to the City, if the contract with other customers offers similar usage quantities, and similar conditions impacting pricing. The Vendor shall immediately notify the City of any such contracts entered into by the Vendor. Price decreases may be considered and implemented at any time upon mutual consent of the parties.	I agree and I acknowledge
<b>EVALUATION WEIGHTING AND SCORING</b>		
1	The following weighting and points will be assigned to the Proposal for evaluation purposes: Technical Proposal – 30%; Management Proposal – 30%; Cost Proposal – 40%.	Acknowledged
2	Technical Proposal – 30% ; Possible 60 points. Project Approach/Methodology 20 Points (Maximum); Quality of Work Plan 20 Points (Maximum) ; Project Schedule 10 Points (Maximum); Project Deliverables 10 Points (Maxium)	Acknowledged
3	Management Proposal – 30% ; Possible 60 points: Team Structure 10 Points (Maximum); Internal Controls 15 Points (Maximum); Staff Qualifications/Experience 15 Points (Maximum); Experience of the Firm 20 Points (Maximum)	Acknowledged
4	Cost Proposal – 40% Possible 80 Points. Cost Comparison: 75 Points (Maximum); Cost comparison, for the purpose of comparing bids on a uniform basis, we will using the combined total cost of Pricing Form. Percentage Markup: 5 Points (Maximum); Percentage Markup above Vendor's Cost for Parts and Material to perform rebuild comparison, we will be using stated markup percentage stated in Section 5.5 of Preparation of Proposal.	Acknowledged
<b>MOST FAVORABLE TERMS</b>		

1	The City reserves the right to make an award without further discussion of the Proposal submitted. Therefore, the Proposal should be submitted initially with the most favorable terms that can be proposed. There will be no best and final offer procedure. The City reserves the right to contact a Proposer for clarification of its Proposal.	Acknowledged
2	The Proposer should be prepared to accept this RFP for incorporation into a contract resulting from this RFP. Contract negotiations may incorporate some or all of the Proposal.	Acknowledged
<b>BIDDER INFORMATION</b>		
1	Please provide Individual's Name, Company Name, Address, Email Address & Phone Number for individual/company submitting proposal.	Janet Schmidkofer K&N, an impel co. 415 Fancher Rd Spokane Valley, WA. 99212 jans@knelectric.com 509-838-8000
2	State Person, Phone Number, and Email Address to be contacted by the City regarding RFP.	Tim Murcar 509-838-8000 tmurcar@knelectric.com
3	Provide the name, phone number, and email address for the person in your Company that would potentially sign a contract through the DocuSign process used by the City.	Janet Schmidkofer 509-838-8000 jans@knelectric.com
4	Successful Proposal will designate a representative who will be available during regular City business hours to serve as a primary contact for the City in the implementation of this service agreement. Enter representative's name, phone number, and Email Address.	Tim Murcar 509-838-8000 tmurcar@knelectric.com
<b>ADDITIONAL INFORMATION</b>		
#1	If you have additional information/documents to submit, upload them here.	
#2	If you have additional information/documents to submit, upload them here.	
#3	If you have additional information/documents to submit, upload them here.	
#4	If you have additional information/documents to submit, upload them here.	

**Pricing Responses**

Group	Reference Number	Description	Type	Unit Of Measure	Quantity	Unit Price	Ext Base Price	Comment

Annual Estimated quantities are for the purpose of comparing bids on a uniform basis. Payment will be made only for quantities actually ordered, delivered and accepted, whether greater or less than the stated amounts.

1	Base Cost For Initial Inspection of: Manufacturer: Baldor, Mounting: Vertical, INS: CL:B, Frame: 56CYZ, ENCL: TENV, Volts: 460, Amps: 8, Hertz: 60, Phase: 3, RPM: 1200, Horsepower 33, SER FACTOR: 1.00, CAT NO: 1189, SPEC #: 35K649Y325, TEMP RISE: 40, DESIGN: B "ESTIMATED ANNUAL QTY 1 MORE OR LESS"	Base	EACH	1.00	\$585.00	\$585.00	Five Hundred Eighty Five dollars
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<p>2</p>	<p>Base Cost for Inspection of: Manufacturer: General Kinematics, Model: BZ08375, Serial Number: 10-04-26-15 (Or Different), Type: CJ156, Mounting: Horizontal, INS CL: F, Frame: 326YZ, ENCL: TENV, Volts: 460, Amps: 27.5, Hertz: 60, Phase: 3, RPM: 720, Horsepower 15, SER FACTOR: 1.00, CAT NO: 8-961924-40, TEMP RISE: 40, DESIGN: B "ESTIMATED ANNUAL QTY 1 MORE OR LESS"</p>	<p>Base</p>	<p>EACH</p>	<p>1.00</p>	<p>\$877.50</p>	<p>\$877.50</p>	<p>Eight Hundred Seventy Seven dollars and 50 cents</p>
<p>3</p>	<p>Base Cost For Initial Inspection of: Manufacturer: Magnetek Motors, Model: 449THTS18034AA W, Serial Number: WAA118299 (Or Different), Type: TTS, Mounting: Rigid, INS CL: H1, Frame: 447/449TZ, ENCL: TENV, Volts: 460, Amps: 198, Hertz: 60, Phase: 3, RPM: 1792, Horsepower 175, SER FACTOR: 1.00, TEMP RISE: 75C, DESIGN: Continuous Duty "ESTIMATED ANNUAL QTY 1 MORE OR LESS"</p>	<p>Base</p>	<p>EACH</p>	<p>1.00</p>	<p>\$975.00</p>	<p>\$975.00</p>	<p>Nine Hundred Seventy Five dollars</p>
Empty row for procurement details							

4	<p>Base Cost For Initial Inspection of:                  Manufacturer: Toshiba,                  Model: SD-10011282,                  Serial Number: 180921105                  (Or Different), Type: IKKH                  EQPIII Brake, Mounting:                  Horizontal, INS CL: F,                  Frame: 254TCZ, ENCL:                  TENV, Volts: 460, Amps:                  9.2, Hertz: 60, Phase: 3,                  Phase: 3, RPM: 1800,                  Horsepower 7.5, SER                  FACTOR: 1.15, Prod #:                  29159823, TEMP RISE:                  105C, DESIGN: Premium                  Efficiency "ESTIMATED                  ANNUAL QTY 1 MORE                  OR LESS"</p>	Base	EACH	1.00	\$390.00	\$390.00	Three Hundred Ninety Dollars
5	<p>Base Cost For Initial Inspection of:                  Manufacturer: Toshiba,                  Model: SD-10011283,                  Serial Number: 180921312                  (Or Different), Type: TKKH                  EQPIII Brake, Mounting:                  Horizontal, INS CL: F,                  Frame: 286TCZ, ENCL:                  TENV, Volts: 460, Amps:                  18, Hertz: 60, Phase: 3,                  RPM: 1800, Horsepower                  15, SER FACTOR: 1.15,                  Prod #: 2011041, TEMP                  RISE: 105C, DESIGN:                  Premium Efficiency                  "ESTIMATED ANNUAL                  QTY 1 MORE OR LESS"</p>	Base	EACH	1.00	\$877.50	\$877.50	Eight Hundred Seventy Seven dollars and 50 cents

<p>6</p>	<p>Base Cost For Initial Inspection of:                  Manufacturer: Marathon Bluemax, Model: TVM286THTNA18552AAL, Serial Number: M60024809-1-11/20-01 (Or Different), Type: TTS, Mounting: C-Face-Rigid, INS CL: F1, Frame: 286TCZ, ENCL: TENV, Volts: 460, Amps: 37, Amps: 37, Hertz: 60, Phase: 3, RPM: 1772, Horsepower 30, SER FACTOR: 1.00, TEMP RISE: 105C, DESIGN: Severe Duty "ESTIMATED ANNUAL QTY 1 MORE OR LESS"</p>	<p>Base</p>	<p>EACH</p>	<p>1.00</p>	<p>\$683.00</p>	<p>\$683.00</p>	<p>Six Hundred Eight Three dollars</p>
<p>7</p>	<p>Base Cost for Inspection of: Manufacturer: Magnetek, Model: 967924BZ00375, Type: CJ158, Mounting: Horizontal, INS CL:F, Frame: 326YZ, ENCL: TENV, Volts: 230/460, Amps: 53/26.5, Phase: 3, RPM: 720, Horsepower 15 "ESTIMATED ANNUAL QTY 1 MORE OR LESS"</p>	<p>Base</p>	<p>EACH</p>	<p>1.00</p>	<p>\$878.00</p>	<p>\$878.00</p>	<p>Eight Hundred Seventy Eight dollars</p>
<p>8</p>	<p>Base Cost for Inspection of: Manufacturer: Magnetek, Model: 41148RE, Type: CJ15B, Mounting: Horizontal, Frame: 326, ENCL: TENV, Volts: 230/460, Amps: 53 / 26.5, Hertz: 60, Phase: 3, RPM: 720, Horsepower: 15 "ESTIMATED ANNUAL QTY 1 MORE OR LESS"</p>	<p>Base</p>	<p>EACH</p>	<p>1.00</p>	<p>\$878.00</p>	<p>\$878.00</p>	<p>Eight Hundred Seventy Eight dollars</p>
Empty row for procurement details							

9	Base Cost for Inspection of: Manufacturer: Reliance, Serial Number 01MAN9990 (Or Different), Type: P, Mounting: Horizontal, INS CL:F, Frame: 449TS, ENCL: TEFC, Volts: 460, Amps: 374, Hertz: 60, Phase: 3, RPM: 3600, Horsepower 350 "ESTIMATED ANNUAL QTY 1 MORE OR LESS"	Base	EACH	1.00	\$975.00	\$975.00	Nine hundred Seventy Five dollars
10	Base Cost for Inspection of: Manufacturer: Reliance, Serial Number: 1YAB57961A6 (Or Different), Type: P, Model: Shaker Duty, Mounting: Horizontal , INS: CL:F, Frame: 184TCZ, ENCL: TENV, Volts: 230/460, Amps: 4.4 / 2.2, Hertz: 60, Style: 1.15, Phase: 3, RPM: 1800, Horsepower 1.5, TEMP RISE: 40 Degrees Celsius, DESIGN: Y "ESTIMATED ANNUAL QTY 1 MORE OR LESS"	Base	EACH	1.00	\$488.00	\$488.00	Four Hundred Eighty Eight
11	Base Cost for Inspection of: Manufacturer: SIEMENS, Serial Number: K92 (Or Different), Type: RGZFSD, Mounting: Horizontal, INS: CL:F, Frame: 44TSD, ENCL: TEFC, Volts: 460, Amps: 230/85, Hertz: 60, Phase: 3, RPM: 1800/900, Horsepower: 200/50, SER FACTOR: 1.15, TEMP RISE: 40 "ESTIMATED ANNUAL QTY 1 MORE OR LESS"	Base	EACH	1.00	\$975.00	\$975.00	Nine Hundred Seventy Five dollars
12	Bidder's Hourly Labor Rate Valid Thru 12/31/2025 "ESTIMATED ANNUAL HOURS 350 MORE OR LESS"	Base	HR	350.00	\$195.00	\$68,250.00	One Hundred Ninety Five
<b>Total Base Bid</b>		\$76,832.00					



**Corporate Headquarters**

415 N. Fancher Rd  
Spokane Valley, WA 99212  
(509) 838-8000  
sales@knelectric.com

**Central Washington**

9933 Kinder Rd NE  
Moses Lake, WA 98837  
(509) 765-3399  
jlong@knelectric.com

**Western Montana**

Missoula, MT 59808  
(406) 750-0663  
dsmith@knelectric.com

September 9, 2024

City of Spokane Waste to Energy

2900 Geiger Blvd,

RE: RFP 6187-24, Off site Motor Reconditioning

To Whom it may concern,

Thank you for this opportunity to be of service. K&N has been servicing electric motors and generators since 1946. Throughout that period of time we have maintained many municipal and governmental contracts, including the City of Spokane. We are ANSI/EASA AR100 and EASA accredited. We have invested in state of the art test equipment, such as our "Baker" AWA and Explore dynamic tester, We have a very comprehensive quality control process that produces the best outcome for our customers. We also have one of the largest machine shops in the Northwest, which includes 40 ton crane capacity to easily handle the heaviest components safely.

**FIRM LEGAL STATUS AND BUSINESS INFORMATION**

Company Name: K&N, and Impel Company  
Address: 415 N. Fancher Road  
Spokane Valley, WA. 99212  
Company Phone: 509-838-8000  
Fax: 509-838-4435  
Email: [sales@knelectric.com](mailto:sales@knelectric.com)  
Legal Status: S-Corporation  
Facility Address: Same as above

K&N has no current or former City employees employed by or on K&N's governing Board.

K&N acknowledges and accepts the terms and conditions set forth in the Request for Qualifications Proposals.

Sincerely,

A handwritten signature in black ink, appearing to read 'Janet Schmidlkofer'. The signature is fluid and cursive, with the first name 'Janet' being the most prominent.

Janet Schmidlkofer  
General Manager



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## Technical Proposal

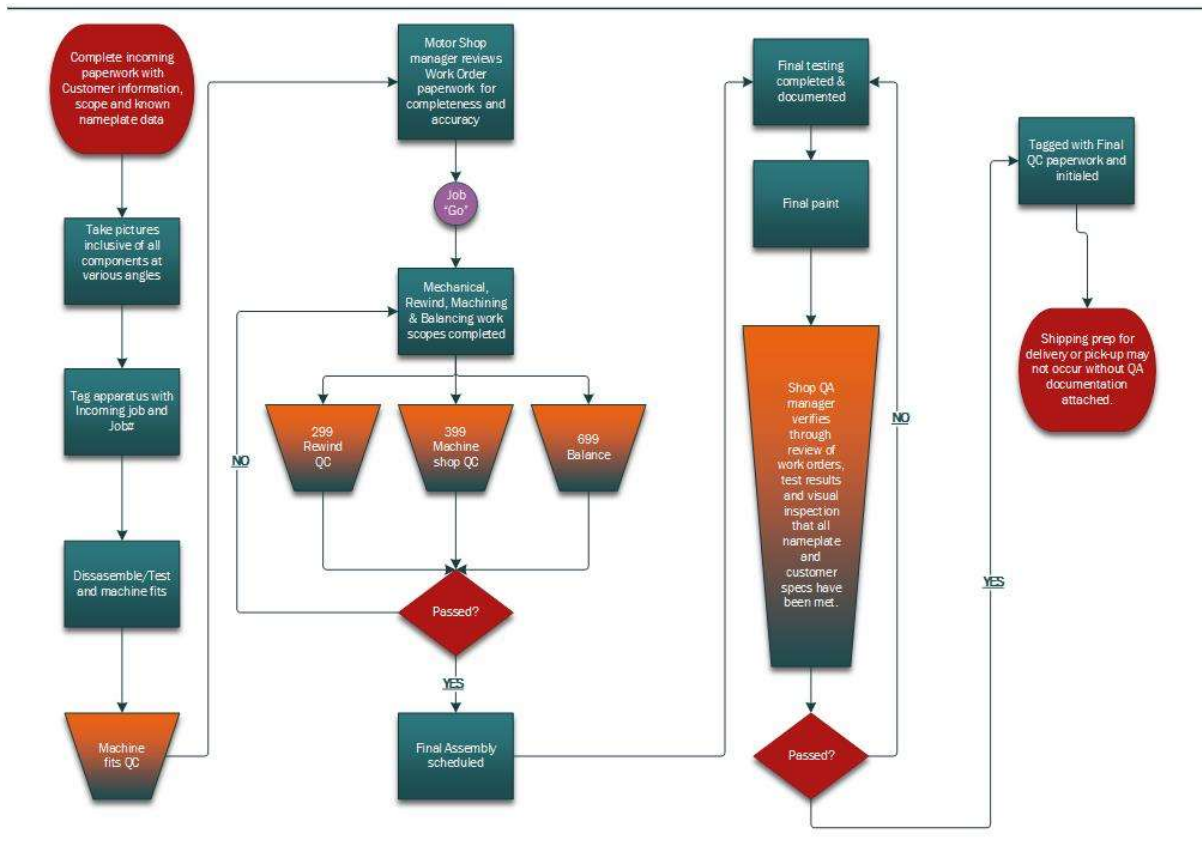
Bid Number: RFP 6187-24

Title: Offsite Motor Reconditioning, As Needed Annual Requirement

K&N's service approach and methodology is based on being an accredited service center complying with ANSI/EASA AR100. K&N's accreditation assures the methodology employed during the repair of electric motors maintains motor efficiency and reliability. Attached is a sample audit form used by the independent third party auditor. Additionally, since 2008 we have been Green Motor Practices Group certified.

Our work plan is demonstrated through the following flow chart. This illustrates how customer product is moved within our facility. We have several stop points that ensure reliable and repeatable quality production is maintained.

K&N Motor Shop QC/QA Process





When a motor is received at K&N we begin the process with writing up the customer product with notations regarding reason piece of equipment is being serviced. All ancillary parts are noted and photos are taken from all angles of the equipment. After entering the motor into the K&N computer system the paperwork and the motor is sent to the shop floor and a technician is assigned to begin work on it. The motor is test run if condition allows. As the motor is disassembled the technician notes the general condition of the motor and the windings. In process photos are taken throughout the process of repair by all shop personnel. This data is noted on the motors work order. After disassembly the motor is sent to the machine shop for fits to be checked and recorded. Any machine fits that are out of tolerance are noted for repair. Having the inspection process completed the work order is turned into the shop foreman and he develops a work scope for repair. The work scope is then given to the Customer Relations Manager who creates a quotation to provide to the customer. Once the customer agrees to the repair pricing, separate work packets are provided to the shop foreman to give to each of the shop leads. From there, tasks will be assigned to shop technicians for the specific jobs, e.g. rewind, machine work, balancing, cleaning, and mechanical. Once all of the tasks are completed and the motor is assembled and final testing, to include bearing temperature tests, the job goes to the Quality Control Manager. He is tasked with reviewing all of the documents and inspecting the motor as completed. He then tags the motor as complete and it is ready to be returned to the customer.

City personnel requirements would include, initiating K&N contact to pick up any equipment for repair and providing any required documentation, to include reason for inspection. In addition, city personnel would provide approval of repair pricing. On site city personnel requirements, loading and unloading of equipment at city site.

Scheduling of repairs is based on customer needs at the time of failure. One week turnaround is standard for inspection and quoting. If expedited repair is required this time frame may be modified to fit the needs of the City.



an *impel* company

**Est. 1946**

# Statement of Qualifications 2024

**K&N Spokane location**  
415 N. Fancher Road  
Spokane Valley, WA 99212  
(509) 838-8000

[knelectric.com](http://knelectric.com)



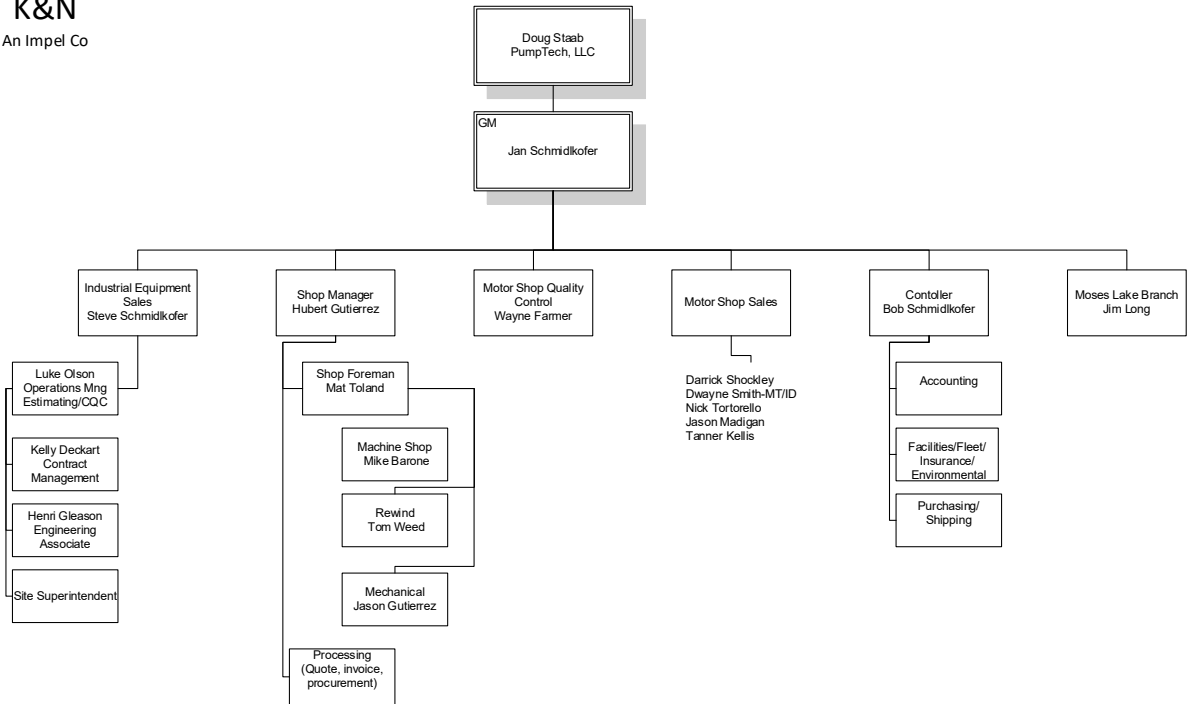
## **Mission Statement**

*To be innovative problem-solvers dedicated to providing the service and repair required to keep our industrial customers profitable, productive and on schedule.*



## K&N Production Organizational Chart

K&N  
An Impel Co



Details for each of K&N's service team members is found under "Key Personnel Qualification"



## Facilities and Capacities: Spokane Valley

Our Spokane Valley headquarters location includes motor shop, fabrication, manufacturing, UL508A panel shop, storage, administration, engineering, and sales.

### *Spokane Location & Contact:*

Business Address:	Shop and Headquarters: 415 North Fancher Road Warehouse: 5818 E. Broadway Ave	
City, State, Zip:	Spokane Valley, WA 99212	
Telephone:	509-838-8000 / 509-535-8751	Fax: 509-838-4435 / 509-534-2936
After Hours:	509-535-8752	
Billing Address	PO Box 303 Spokane WA. 99210	

Spokane Facility Overview (Sq. ft.)		
	Rewind	7,600
	Machining	5,900
	Mechanical	9,550
	Storing/Staging	11,000
	Panel	2,400
	Fabrication	7,200
	Office	7,600
	Other	6,750
<b>Warehouse 1</b>	Storage/Staging	20,000
<b>Warehouse 2</b>	Storage	8,700
<b>Warehouse 3</b>	Storage	5,000
<b>TOTAL</b>		<b>91,700</b>

Spokane # Personnel Overview	
Mechanical	7
Winding	4
Machining	4
Fabrication/Manufacturing	2
Contract Management	1
Administrative/Sales/Support	10
Project Management	1





Spokane Equipment Overview	
<b>Electrical testing</b>	Note: K&N maintains an annual calibration Program
<i>Load Testing</i>	
-type of dynamometer	A W FRICTION / Schenk Dynabar
- HP capability/speed/voltage (ac-dc)	600HP / 1200 HP 1800rpm
<i>Vibration Instrumentation</i>	
- type and capability	IRD 246
	2EA CSI 2120 ANALIZERS
	ULTRA SPEC VIB ANAL,FLD BAL& ALIGN.
<i>Balancing stand</i>	
-type and capability	RAYDINE – 5000# / IRD – 25,000#
-soft or hard	SOFT / SOFT
-max safe speed/wt	1000 / 1000
<i>Surge tester/AWA</i>	
-type and capability	BAKER ST 1125 X 2 EA AWAIV-12
-Capabilities	12,000 VOLT PI, DC HIPOT, STEP VOLTAGE, POLARIZATION INDEX, WINDING RESISTANCE, INSULATION RESISTANCE
<i>Hi pot tester</i>	
-type and capability	ASSOCIATED RESEARCH 15KV DC
-type and capability	HYPOTRONICS 60KV DC
<i>Core loss tester</i>	
-type and capability	McGRAW 2000HP / LEXICO/PHENIX CL60B 2500HP
-special features	DUAL TAP / DUAL TAP
<i>Meggars</i>	
-type and capability	2500VDC BIDDLE
-type and capability	VARIOUS 12 EA.



Other	
-type and capability	BAKER EXPLORER SERIES II - Power Condition, Motor Performance & load
-type and capability	BPK – SHAFT VOLTAGE DETECTION
-type and capability	MULTIAMP BREAKER TESTER
-type and capability	RELAY TESTER
<b>Winding Area</b>	
Coil winding machine	
- type and capacity	POTTER RAYFIELD AUTO STOP SAMATIC AUTO-WINDER (random)
	POTTER RAYFIELD W/O AUTO STOP
	BANDING LATHE AND TRANSFORMER WINDING LATHE SAMATIC AUTO-WINDER (field coil)
Taping machines	3 Units
Tig welding	3 Units
Bake Oven	3 Units
- sizes	11' x 7' x 8' / 5' x 11' x 8 / 6' x 14' x 8'
- chart recorder	Y
-air permitting	SRCAA
Burn-Out Ovens	
-sizes	10' x 10' x 12'   7' x 6' x 6'
-chart recorded	Y / Y
-air permitting	Y SRCAA
Varnish/VPI Systems	
-VPI tank sizes	10' x 10'   5' x 6'
-resin type Epoxy   Water base epoxy	Von Roll 74035   Ranbar U2002AQ
-Varnish tank sizes	9' x 15'   4' x 4' x 5' with a 5' well



Mechanical	
<i>Lathes</i>	
-lathe sizes (length x swing)	27' X 93"   9' X 28"   14' X 24"   36' X 80"   46' X 42" (maximum tolerances within .001 at 40' length)
-micrometers	DIGITAL READ-OUT THRU 42" MANUAL READ-OUT THRU 60"
Other Equipment	
-Milling Machines	3 Total: Largest = 8"x48"
-Planer Mill	Gray X, Y Spindles 30HP -DRO 4' x 11'
-Induction heater	MILLER PROHEAT 35 INDUCTION HEATER
- Vert Boring Bar table sz	52"
- Metallizing - powder	EUTECTIC / CHRONOTRON
- Welding	Tig   Mig   Rod   Track   Water-Cooled
- Keyseater	Mfg: CLIMAX
-Plasma Cutter	Mfg:
-Undercutter	Mfg: Martindale
-Power Banding	Glass and Wire
-Sleeve Bearing	Puddle   Rebabbit   Spin Cast
-Drill Press	8'SWING
-Horizontal Press	300 Ton   100 Ton
-Vertical Press	60 Ton
Cleaning	



-Steam Booth	14'X7'
- High pressure cleaner	HOTSY WITH STEAM / LANDA
-Permitting	SCAPCA
-Grit Blaster	SAND 3'X3'   BEAD 18"X18" & 4' x 4'
Material Handling	Note: Cranes have annual OSHA inspections
-Vehicles	Lift trucks (up to 18,000 lb), Fleet Trucks
-Overhead Cranes	(2) 20 Ton [40T with spreader beam]   (11) 2 Ton   (2) 5 Ton   (4) 3 Ton
-Jib Crane	2 Ton   1 Ton

<b>Service &amp; Market Information</b>	
Specialty Motor/Generator Repair	Cranes and Specialty Manufacturing
Submersible pump motors	Bridge crane rehab (50 – 600 Ton)
Servo motors	Gantry crane rehab
Mine motors	Semi-gantry crane rehabilitation
Synchronous motors/Generators	Custom hoist drums (up to 40')
Generators	Trash rakes (hydro)
Blowers/Centrifuges	Screen Cleaners
Hydro Power Generators & Exciters	
Transformers Testing & Repair	
Protective Relay Testing & Repair	
Advance Winding Analyzer (AWA)	
Thermography - Infrared Scanning	
Circuit Breaker Testing	

Cranes and Specialty Manufacturing
Bridge crane rehab (50 – 600 Ton)
Gantry crane rehab
Semi-gantry crane rehabilitation
Custom hoist drums (up to 40')
Trash rakes (hydro)
Screen Cleaners



## Key Personnel Qualifications: Spokane Valley

### **Motor Shop**

#### **Mike Barone – Machine Shop Lead**

Mike began his electric motor Machinist career at K&N in 1997 after 12 years of helicopter and auto mechanic experience. Today Mike possesses a comprehensive knowledge of apparatus remanufacturing and service including motors, pumps, generators, fans, explosion-proof and marine propulsion equipment. He is trained in precision measurements and certified in bearing installation. Mike completed 4 years of field service work including on-site milling, trim balancing, line-boring, laser alignment and electrical apparatus testing. Mike excels at crafting solutions for unique issues, allowing K&N to continue to meet our customers' unique needs.

#### **Hubert Gutierrez – Shop Manager**

Hubert joined the K&N team as Shop Foreman in 2014. Hubert has worked in the electrical motor service and repair industry for over 33 years and has over 13 years supervisory experience. Hubert earned his Vibration analyst Level I certification with Technical Associates of Charlotte P.C. in 2011 and he is familiar with a wide range of vibration equipment and software as well as dynamic balancing processes and equipment. Hubert is proficient with the Baker AWA and PdMA MCE Predictive Maintenance equipment. Hubert is also proficient with medium and large horsepower three phase motor and synchronous motor repair. He has over 20 years of experience working on DC motors in shop and in the field in both industrial and marine environments and over time has developed a thorough knowledge of DC theory. He is an expert in troubleshooting and determining root cause failure. Hubert has an additional role as a project manager due to our extensive experience with large motor repair.

#### **Jason Gutierrez – Mechanic Lead**

Jason started work at K&N in 2015 as a mechanic. Jason was a quick study and thrived in his position first becoming proficient at the balance stand and then continuing his education by attending a vibration certification course. He passed that course and is considered a Level I certified vibration technician. He has a knack for mentoring and is well organized leading to his promotion to mechanic lead in our motor shop in 2023.

#### **Mat Toland – Shop Foreman**

Mat first joined the K&N team in 2012 and quickly demonstrated his unwavering commitment to quality workmanship and superior customer service. As the “next generation” of K&N leadership, Mat has a genuine passion for learning and training. He started in the shipping/Receiving department quickly proving his passion for quality service. Mat transferred into the mechanical department in March of 2012 and has progressed as both a leader and a mechanic ever since. He has over fourteen years' experience in industrial settings. He has attended numerous EASA training courses including Root Cause Failure analysis,



DC motor theory and large AC repair.

### **Tom Weed – Rewind Lead**

Tom has been an electric motor winder since 1996 and a K&N winder since 2000. In total, Tom has over 43 years' experience in industrial work including all aspects of metal fabrication as well as certification in several welding applications especially Tig, brazing and soldering. He started as an apprentice winder at K&N and graduated to Journeyman winder in 2004. Tom is proficient in many types of winding applications including random wound, mush wound, form wound, medium and high voltage work and field poles. He brings his ability for problem-solving and attention to detail to every job. Tom was promoted to the position of K&N's Winding Dept. Supervisor in 2010 and continues to this day.

### **Quality Control**

#### **Wayne Farmer**

Wayne began his employment with K&N in 1986 after completing welding school at Spokane Community College. He worked as a welder and over time moved into the position of motor mechanic; however, Wayne quickly expanded his skillset to include machining, planning, job scheduling and estimating. Demonstrating high competencies in repair, manufacturing and leadership, he earned several promotions including 6 years as the Motor Shop Foreman, 10 years as the Manufacturing Supervisor, moving into the role of Manufacturing Foreman. Wayne currently serves as K&N's quality Assurance Manager inspecting all repairs, reviewing required specifications, and communicating with the repair team prior to delivery or customer pick-up.

### **Sales & Service**

#### **Jason Madigan**

Jason has been working for K&N since early 2024. He is new to electric motors but his industrial sales career goes back for 15 years.

#### **Tim Murcar**

Tim began his employment with K&N in 2002, Project Managing a job for the US Coast Guard. His diverse employment background includes District Sales Management, selling wholesale electrical parts to electrical distributors and as Manufacturer's Representative for Elliot-Magnetek, marketing their back-up and prime generators throughout an extensive territory of the western US, to include Washington, Alaska, California, and Arizona. While at K&N Tim has worked his way up through the company, learning all aspects of motor repair and motor repair pricing which led to his current role as Customer Relations Manager. Tim maintains constant direct communication with the shop foreman and the sales department to ensure that the customer gets the best product at the best price.

#### **Nick Tortorello**



Nick has over 38 years of experience in the Industrial Sales business. He graduated from Eastern Washington University with a bachelor's degree in science in 1984. He then began his career in the industrial sales field when he accepted an inside sales position with Bearings, Inc. (AIT). As he continued to develop his talent for quickly resolving complex industrial problems, Nick accepted a position at Motion Industries as an Outside Salesman where he continued to expand his industrial experience. He joined K&N Electric Motors, Inc. in 1998 as one of their Outside Sales staff and his territory consisted of Eastern Washington, Northern Idaho, Central and Western Montana. After 20+ years as an Industrial Sales Representative for K&N Electric Motors, Inc. Nick's expansive knowledge and experience is now a resource to our customers as well as our outside sales team through his position in Inside Industrial Sales support.

#### **Darrick Shockley**

Darrick joined K&N in 2008 and has excelled in a variety of key roles throughout his time with the company. He served five years as the Warehouse Supervisor, five years as a Purchasing Agent, and has spent the past four years serving in a key role as a Sales Associate. Darrick's exposure to many complex internal and external processes has positioned him to excel in problem solving, collaboration, and customer service. His value for excellence drives his personal commitment to continuously grow in knowledge and expertise, the benefit of which is felt by every one of his customers.

#### **Dwayne Smith**

Dwayne first joined K&N in 2000 as a machinist in the electric motor repair department during which Dwayne increased his knowledge of print drawing and reading, manual lathe and milling operations,. Dwayne gained considerable experience in DC armatures; commutator repair and testing and became highly proficient in rotor and armature balancing. Dwayne moved into K&N's Predictive Maintenance Department for 5 years where he performed customer on-site motor change-outs, balancing, and laser alignment. Dwayne's family life took him away from K&N for 5 years during which time he worked as a tire-shop manager, and at the Calumet refinery. Dwayne returned home to Missoula as K&N's shop supervisor and quickly moved into the position of Branch Manager. Dwayne's broad experience in electric motors, customer service and field work has made him a perfect fit for our Western Montana sales position.

#### ***Past Performance/Projects***

K&N Electric Motors has been rebuilding and remanufacturing electric motors for over 70 years.



K&N is the service shop of choice for many Northwest agriculture companies. We provide annual reconditioning, emergency repair and offer annual predictive maintenance options. Over the last twenty-five years, we have been a leader in the Northwest for rebuilding and rewinding Synchronous machines of all sizes and types. From 250 HP to 35,000 HP, both horizontal and vertical, motors and generators are rebuilt to original specifications or upgraded to new performance levels. Our test capability is unparalleled and includes the “Baker AWA” (Advanced Winding Analyzer). The following is a partial list of customers and equipment that we have provided to show our compliance with your requirements.

### Project Summary

Sunheaven Farms Casey Smith 541-720-2358	Annual recondition of various size Vertical pump motors, turbines and split case pumps
Carma Irrigation Steve Carma 509-832-3216	Annual recondition of Vertical pump motors and turbines
Grand Coulee Dam, WA IDIQ Contract NO.170R1720D002 Paula Gross 509-633-6132	Various Synchronous Motors and Generators
I.E.P. Shirene Young 509-924-1911	4ea. 35,000 H.P. Synchronous Refiner Drive Motors
Kaiser Aluminum Rick Halverson 509-927-5141	Various Large Mill, DC & Synchronous Drive Motors
Kalen Electric Mark Kalen 541-554-4455	Various Large Synchronous Drive Motors
Avista Dave Schwall 509-495-2330	Various Synchronous Generators
Energy N.W. Brandon Slack 509-372-5673	Synchronous Hydro Generator





Phillips 66 Refinery  
Billings, MT.  
Pete Larson

On-Site & In House Synchronous Repairs,  
Various Synchronous Motors

Wash. State Ferries  
Mark Voiland  
206-515-3933

DC motor & Control Repair, DC Propulsion Rewind/Repair

US Silver  
Bill Maple  
208-661-3190

AC, DC, Synchronous repair

Packaging Corp of America  
David Yablick  
509-545-3328

AC & DC motor repair



**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**BLANKET ADDITIONAL INSURED**  
**(Includes Products-Completed Operations If Required By Contract)**

This endorsement modifies insurance provided under the following:  
 COMMERCIAL GENERAL LIABILITY COVERAGE PART

**PROVISIONS**

The following is added to **SECTION II – WHO IS AN INSURED**:

Any person or organization that you agree in a written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only:

- a. With respect to liability for "bodily injury" or "property damage" that occurs, or for "personal injury" caused by an offense that is committed, subsequent to the signing of that contract or agreement and while that part of the contract or agreement is in effect; and
- b. If, and only to the extent that, such injury or damage is caused by acts or omissions of you or your subcontractor in the performance of "your work" to which the written contract or agreement applies. Such person or organization does not qualify as an additional insured with respect to the independent acts or omissions of such person or organization.

The insurance provided to such additional insured is subject to the following provisions:

- a. If the Limits of Insurance of this Coverage Part shown in the Declarations exceed the minimum limits required by the written contract or agreement, the insurance provided to the additional insured will be limited to such minimum required limits. For the purposes of determining whether this limitation applies, the minimum limits required by the written contract or agreement will be considered to include the minimum limits of any Umbrella or Excess liability coverage required for the additional insured by that written contract or agreement. This provision will not increase the limits of insurance described in Section III – Limits Of Insurance.
- b. The insurance provided to such additional insured does not apply to:

- (1) Any "bodily injury", "property damage" or "personal injury" arising out of the providing, or failure to provide, any professional architectural, engineering or surveying services, including:

- (a) The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders or change orders, or the preparing, approving, or failing to prepare or approve, drawings and specifications; and
- (b) Supervisory, inspection, architectural or engineering activities.

- (2) Any "bodily injury" or "property damage" caused by "your work" and included in the "products-completed operations hazard" unless the written contract or agreement specifically requires you to provide such coverage for that additional insured during the policy period.

- c. The additional insured must comply with the following duties:

- (1) Give us written notice as soon as practicable of an "occurrence" or an offense which may result in a claim. To the extent possible, such notice should include:

- (a) How, when and where the "occurrence" or offense took place;
- (b) The names and addresses of any injured persons and witnesses; and
- (c) The nature and location of any injury or damage arising out of the "occurrence" or offense.

- (2) If a claim is made or "suit" is brought against the additional insured:

## COMMERCIAL GENERAL LIABILITY

- (a) Immediately record the specifics of the claim or "suit" and the date received; and
  - (b) Notify us as soon as practicable and see to it that we receive written notice of the claim or "suit" as soon as practicable.
- (3) Immediately send us copies of all legal papers received in connection with the claim or "suit", cooperate with us in the investigation or settlement of the claim or defense against the "suit", and otherwise comply with all policy conditions.
- (4) Tender the defense and indemnity of any claim or "suit" to any provider of other insurance which would cover such additional insured for a loss we cover. However, this condition does not affect whether the insurance provided to such additional insured is primary to other insurance available to such additional insured which covers that person or organization as a named insured as described in Paragraph 4., Other Insurance, of Section IV – Commercial General Liability Conditions.



< Business Lookup

**License Information:**

[New search](#) [Back to results](#)

**Entity name:** PUMPTECH, LLC  
**Business name:** K&N, AN IMPEL COMPANY  
**Entity type:** [Limited Liability Company](#)  
**UBI #:** 604-795-744  
**Business ID:** 001  
**Location ID:** 0003  
**Location:** Active  
**Location address:** 415 N FANCHER RD  
 SPOKANE VALLEY WA 99212-1059  
**Mailing address:** 12020 SE 32ND ST  
 STE 2  
 BELLEVUE WA 98005-4135

**Excise tax and reseller permit status:** [Click here](#)

**Secretary of State status:** [Click here](#)

**Endorsements**

Endorsements held at this location	License #	Count	Details	Status	Expiration date	First issuance date
<a href="#">Spokane General Business - Non-Resident</a>				Active	Sep-30-2025	Sep-30-2024
<a href="#">Spokane Valley General Business</a>				Active	Feb-28-2025	Feb-07-2024

**Governing People** May include governing people not registered with Secretary of State

Governing people	Title
STAAB, DOUG	

**Registered Trade Names**

Registered trade names	Status	First issued
ALASKA ROTEQ, AN IMPEL COMPANY	Active	Jan-24-2024
ALPHA SOUTHWEST, AN IMPEL COMPANY	Active	Jul-25-2023
FROST ENGINEERING, A DIVISION OF PUMPTECH LLC	Active	Jun-23-2022
K&N, AN IMPEL COMPANY	Active	Nov-06-2023
PIPESTONE EQUIPMENT, AN IMPEL COMPANY	Active	Jul-25-2023
PUMPTECH INTEGRATION	Active	Feb-21-2024
PUMPTECH LLC, INSTRUMENTATION	Active	Jan-24-2024
PUMPTECH LLC, INTEGRATION	Active	Jan-24-2024
PUMPTECH, LLC	Active	Sep-23-2021

[View Additional Locations](#)

The Business Lookup information is updated nightly. Search date and time: 10/17/2024 9:30:45 AM



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**Agenda Sheet for City Council:**

**Committee:** PIES **Date:** 11/18/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/20/2024

**Clerk's File #** OPR 2024-1044

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/02/2024

<b>Submitting Dept</b>	SOLID WASTE DISPOSAL	<b>Bid #</b>	ITB 6173-24
------------------------	----------------------	--------------	-------------

<b>Contact Name/Phone</b>	DAVID PAINE 625-6878	<b>Requisition #</b>	CR 26922
---------------------------	----------------------	----------------------	----------

<b>Contact E-Mail</b>	DPAINE@SPOKANECITY.ORG		
-----------------------	------------------------	--	--

<b>Agenda Item Type</b>	Contract Item		
-------------------------	---------------	--	--

<b>Council Sponsor(s)</b>	BWILKERSON JBINGLE KKLITZKE		
---------------------------	-----------------------------	--	--

<b>Agenda Item Name</b>	4490 CONTRACT FOR BOILER BLAST CLEANING SERVICES		
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**Agenda Wording**

Five year contract award to Online Cleaning (Marysville, CA) for boiler blast cleaning services from Jan 1, 2025-Dec 31, 2029 and a total cost not to exceed \$1,775,000.00 plus tax (approx. \$355K annually).

**Summary (Background)**

Prior to maintenance outages, precision blasting with explosives is done in the boilers to facilitate more efficient cleaning and repairs. On Oct. 7, 2024, bidding closed on ITB 6173-24 for these blasting services and Online Cleaning Services, LLC (Marysville, CA) was the only respondent. The resulting contract would be for five years.

Lease? NO Grant related? NO Public Works? YES

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost	\$ 1,775,000.00
------------	-----------------

Current Year Cost	\$ 355,000.00
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Subsequent Year(s) Cost	\$ 355,000.00
-------------------------	---------------

**Narrative**

This is a routine repair and maintenance services expense that was planned for in the Solid Waste Disposal budget.

**Amount**

**Budget Account**

Expense	\$ 1,775,000.00	# 4490-44100-37148-54803-34002
Select	\$	#
Select	\$	#
Select	\$	#
	\$	#
	\$	#



# Continuation of Wording, Summary, Approvals, and Distribution

## Agenda Wording

## Summary (Background)

### **Approvals**

<b><u>Dept Head</u></b>	AVERYT, CHRIS
<b><u>Division Director</u></b>	FEIST, MARLENE
<b><u>Accounting Manager</u></b>	ALBIN-MOORE, ANGELA
<b><u>Legal</u></b>	SCHOEDEL, ELIZABETH
<b><u>For the Mayor</u></b>	PICCOLO, MIKE

### **Additional Approvals**

<b><u>PURCHASING</u></b>	NECHANICKY, JASON

### **Distribution List**

Kim Ontiveros, admin@onlinecleaningservices.com	mdorgan@spokanecity.org
jsalstrom@spokanecity.org	tprince@spokanecity.org
rrinderle@spokanecity.org	



## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Committee Date</b>	November 18, 2024
<b>Submitting Department</b>	Solid Waste Disposal
<b>Contact Name</b>	David Paine
<b>Contact Email &amp; Phone</b>	<a href="mailto:dpaine@spokanecity.org">dpaine@spokanecity.org</a> , 509-625-6878
<b>Council Sponsor(s)</b>	Wilkerson, Bingle, Klitzke
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Contract award for boiler blasting services at the Waste to Energy Facility
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	<p>Prior to maintenance outages, precision blasting with explosives is done in the boilers to facilitate more efficient cleaning and repairs.</p> <p>*use the Fiscal Impact box below for relevant financial information</p> <p>On Oct. 7, 2024, bidding closed on ITB 6173-24 for these blasting services and Online Cleaning Services, LLC (Marysville, CA) was the only respondent. The contract award would be for five years from Jan. 1, 2025 though Dec. 31, 2029 with a total cost not to exceed \$1,775,000.00 plus tax (approx. \$355k annually).</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$1,775,000.00</u></p> <p>    Current year cost: \$355,000.00</p> <p>    Subsequent year(s) cost: \$355,000.00</p> <p><b>Narrative:</b> <u>This is a routine repair and maintenance service expense that was planned for in the Solid Waste Disposal budget.</u></p> <p><b>Funding Source</b>            <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Program revenue</p> <p>Is this funding source sustainable for future years, months, etc? Yes</p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts (If N/A, please give a brief description as to why)</b></p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? Public works services and projects are designed to serve all citizens and businesses. We strive to offer a consistent level of service to all, to distribute public investment throughout the community and to respond to gaps in services identified in various City plans.</li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? N/A</li> </ul>	

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

Public Works follows the City's established procurement and public works bidding regulations and policies to bring items forward, and then uses contract management best practices to ensure desired outcomes and regulatory compliance.

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

This work is consistent with annual budget strategies to limit costs and approved projects in the 6-year CIP.

### **Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.

Not applicable

### Bid Response Summary

**Bid Number** ITB 6173-24  
**Bid Title** Boiler Blasting Cleaning Services; Prevailing Wage  
**Due Date** Monday, October 7, 2024 1:00:00 PM [(UTC-08:00) Pacific Time (US & Canada)]  
**Bid Status** Closed to Bidding  
**Company** Online Cleaning Services LLC  
**Submitted By** Rudy Steur - Thursday, October 3, 2024 9:52:03 AM [(UTC-08:00) Pacific Time (US & Canada)]  
 rsteur@onlinecleaningservices.com

**Comments**

**Question Responses**

Group	Reference Number	Question	Response
CONTACT INFORMATION			
	1	List the following information for the person submitting this response: Company Name, Name, Address, Telephone Number & e-mail address:	Rudy Steur 2689 Hwy 20 Marysville, CA 95901 250-486-4966 rsteur@onlinecleaningservices.com
	2	Provide the name, phone number, and email address for the person in your Company that would potentially sign a contract through the DocuSign process used by the City	Kim Ontiveros 530-741-0873 opt1 admin@onlinecleaningservices.com
TECHNICAL GROUP			
	1	Bidder acknowledges it has read and understands ITB 6173-24 Boiler Blast Cleaning Services Bid.	Acknowledge
	2	How Many Addenda Do You Acknowledge Receipt Of? Please Enter Number. If none were issued enter "0".	1
	3	Please Complete and Upload "Bid Proposal" Pages #13 – 17 of ITB 6173-24. Upload Here.	Spokane Bid Document.pdf

<p>4.</p>	<p>The bid shall be accompanied by a copy of bid bond/bid security payable to the order of the City of Spokane, in an amount of not less than five percent (5%) of the total bid amount. Bid bond must be by a surety company authorized to do business as a surety in Washington State. As soon as the bid prices have been compared, the City will release the bid security of all except the three (3) lowest responsible bidders. When the service agreement is signed and returned with required insurance, with executed payment and performance bonds, the other bid security will be released. If the bidder is awarded the contract and fails to enter into a service contract and fails to provide proof of insurance within the required time period, the bid security shall be forfeited to the City of Spokane. Please upload your bid bond here or bid "will be" considered non-responsive. (blank form available under the 'Documents' tab).In addition to the bid deposit types included in this section, a bidder may have on file with the City Clerk an annual bid bond approved by the City Attorney.</p>	<p>Acknowledge</p>
<p>4.1</p>	<p>Please Complete and Upload "Bid Bond Form" – Page 18 of ITB 6173-24. Upload Here</p>	<p>Spokane Bid Bond 2024-1007.pdf</p>
<p>4.2</p>	<p>Payment and Performance bonds are not required. Statutory retainage is not required.</p>	<p>Acknowledge</p>
<p>5</p>	<p>Please Complete and Upload "Subcontractor List" – Page 19 of ITB 6173-24. Upload Here</p>	<p>Spokane Sub List.pdf</p>
<p>6</p>	<p>Please Complete and Upload "Supplemental Bidder Responsibility Criteria Form With Work Experience Form" Pages #22 – 27 of ITB 6173-24. Upload Here</p>	<p>Spokane Supplement and Experience.pdf</p>
Empty row for additional items		

6.1	Should Bidder not have provided 'Supplemental Bidder Responsibility Criteria Form With Work Experience Form" above, Bidder acknowledges after bid opening and prior to award, the apparent low bidder, or contacted bidders, shall complete, sign and submit this form with attached documentation within twenty four (24) hours of notification.	Acknowledge
7	Bidder acknowledges there may be a need for unscheduled, emergency off-line blast cleaning service of the Lower Furnace bullnose or Expeller Dropchute should an "expeller-arch" be incurred, in which case response time for off-line blast cleaning services is time critical and crews should be on-site within 12 hours or less of notification.	Acknowledge
8	Acknowledge that that you have read and understand Liquidate Damages of the bid.	I acknowledge and agree
8.1	EXCEPTION: If you took exception to above, upload document explain here what you are taking exception to.	
<b>TERMS AND CONDITIONS</b>		
1	Bidder accepts the Terms and Conditions of this ITB in accordance with the document so named in the 'Documents' tab. Should Bidder have selected "No" to acceptance of Terms and Conditions as set forth in ITB document so named in the 'Documents' tab, Bidder must submit requested exceptions document with its Bid. The City will consider and determine if exception will be accepted.	Yes
1.1	EXCEPTION: If you took exception to above, upload here.	Spokane Exception Response.pdf
2	ELIGIBILITY FOR CITY CONTRACTS: Section 18.09.050 of the Spokane Municipal Code states that the recipient of a City contract, award or purchase order shall certify that it is not knowingly or intentionally a nuclear weapons producer. The Bidder certifies that his/her firm is not a nuclear weapons producer.	I Certify

ADDITIONAL DOCUMENTS BIDDER WOULD LIKE TO UPLOAD		
1	<p>ADDITIONAL DOCUMENTS BIDDER WOULD LIKE TO UPLOAD: Should Bidder Want To Upload Any Additional Document(s) Please Do So Here.</p> <p>***Please Note: Should Bidder Want To Add More Than One Document, ensure all documents are combined into a single document prior to uploading as bidder would only be able to upload one document here.</p>	Spokane Addendum 2.pdf
2	<p>ADDITIONAL DOCUMENTS BIDDER WOULD LIKE TO UPLOAD: Should Bidder Want To Upload Any Additional Document(s) Please Do So Here.</p> <p>***Please Note: Should Bidder Want To Add More Than One Document, ensure all documents are combined into a single document prior to uploading as bidder would only be able to upload one document here.</p>	Addendum #1.pdf
3	<p>ADDITIONAL DOCUMENTS BIDDER WOULD LIKE TO UPLOAD: Should Bidder Want To Upload Any Additional Document(s) Please Do So Here.</p> <p>***Please Note: Should Bidder Want To Add More Than One Document, ensure all documents are combined into a single document prior to uploading as bidder would only be able to upload one document here..</p>	
4	<p>ADDITIONAL DOCUMENTS BIDDER WOULD LIKE TO UPLOAD: Should Bidder Want To Upload Any Additional Document(s) Please Do So Here.</p> <p>***Please Note: Should Bidder Want To Add More Than One Document, ensure all documents are combined into a single document prior to uploading as bidder would only be able to upload one document here.</p>	

**Pricing Responses**

Group	Reference Number	Description	Type	Unit Of Measure	Quantity	Unit Price	Ext Base Price	Comment
COST PER SERVICE								

<p>OVERALL EXTENDED TOTAL COST COLD IRON BLASTING</p>	<p>Enter Overall Extended Total Cost Cold Iron      Base   ea                    1.00   \$56,967.76   \$56,967.76 Blasting, from Page 13 of Bid Proposal.</p>
<p>OVERALL EXTENDED TOTAL COST NON-COLD IRON (Both Boilers)</p>	<p>Enter Overall Extended Total Cost Non-Cold Iron Requirements:   Base   EA                    1.00   \$56,967.76   \$56,967.76 (Both Boilers), from Page 14 of Bid Proposal.</p>
<p>OVERALL EXTENDED TOTAL COST FOR NON- COLD IRON (Single Boiler)</p>	<p>Enter Overall Extended Total Cost Non-Cold Iron Requirements:   Base   EA                    1.00   \$27,230.38   \$27,230.38 (Single Boiler), from Page 14 of Bid Proposal.</p>
<p>OVERALL EXTENDED TOTAL COST INTERMEDIATE ON-LINE BLAST CLEANING BOTH BOILERS NON COLD IRON</p>	<p>Enter Overall Extended Total Cost Intermediate On-line Blast Cleaning Both      Base   EA                    1.00   \$41,550.80   \$41,550.80 Boilers Non Cold Iron Requirement, from Page 15 of Bid Proposal.</p>
<p>OVERALL EXTENDED COST EXPELLER DROPCHUTE OFF-LINE BLAST CLEANING REQUIREMENT AFFECTED BOLIER</p>	<p>Enter Overall Extended Total Cost Expeller Dropchute Off-line Blast Cleaning      Base   EA                    1.00   \$10,224.20   \$10,224.20 Requirement Affected Boiler, from Page 15 of Bid Proposal.</p>
<p><b>Total Base Bid      \$192,940.90</b></p>	

**Addendum 2**  
**9/30/2024**

**ITB 6173-24**

**Boiler Blasting Cleaning Services; Prevailing Wage**

**PLEASE NOTE: A SIGNED COPY OF THIS ADDENDUM SHOULD BE SUBMITTED WITH YOUR BID, OR THE BID MAY BE CONSIDERED NON-RESPONSIVE.**

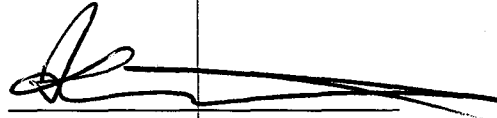
Addendum 2 make the following changes:

- 1) Bid Due Date Change To 10/7/2024, 1:00PM, from 9/30/2024, 1:00PM
- 2) Any reference to "Payment and Performance Bonds are hereby removed, as Payment and Performance Bonds are not required. (Vendor is still required to provide Bid Bond/Bid Security).

The undersigned acknowledges receipt of this Addendum.

Online Cleaning Services

Company

A handwritten signature in black ink, consisting of a stylized initial 'A' followed by a long horizontal stroke.

Signature



**Addendum 1**  
**9/17/2024**

ITB 6173-24

**Boiler Blasting Cleaning Services; Prevailing Wage**

**PLEASE NOTE: A SIGNED COPY OF THIS ADDENDUM SHOULD BE SUBMITTED WITH YOUR BID, OR THE BID MAY BE CONSIDERED NON-RESPONSIVE.**

Addendum 1 provides questions and responses that were asked during the Mandatory Pre-Bid Conference that was held Monday, September 16, 2024, at 10:00 am., at the Waste to Energy Facility (WTEF) Admin Offices, 2900 S Geiger Blvd., Spokane WA. This meeting was MANDATORY ONLY for those companies who have not previously performed Boiler Blasting Cleaning Services at the City of Spokane Waste to Energy Facility.

Addendum also provides a copy of the sign-in sheet pertaining to Mandatory Pre-bid.

QUESTIONS, The following questions were asked:

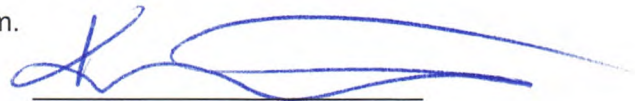
1) Question: Is this work for sandblasting or hydro blasting?

Response: No, this is for explosive blasting the boilers and equipment with TNT, both offline and online cleaning.

Rick Rinderle  
Procurement Specialist


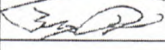
The undersigned acknowledges receipt of this Addendum.

Online Cleaning Services



Company

Signature

ITB 6173-24, Boiler Blasting Cleaning Services; Prevailing Wage			
MANDATORY PRE-BID CONFERENCE. A MANDATORY pre-bid conference held Monday, September 16, 2024 at 10:00 am., at the Waste to Energy Facility (WTEF) Admin Offices, 2900 S Geiger Blvd., Spokane WA. <b><u>This meeting was MANDATORY ONLY for those companies who have not previously performed Boiler Blast Cleaning Services at the City of Spokane Waste to Energy Facility.</u></b>			
Company Name	Individual's Printed Name	Signature	Email address
LSR MOBILE BLASTING	ANDREW LARRABEE		ANDREW@LSRMOBILEBLASTING.COM
COUWITZ Clean Support	TRACY DOWEN		TRACY@CPS-SPECO-COM

This Page (Page #18) Must Be Completed and Uploaded into Procurement via The Question Tab and corresponding question #4.

BID BOND

We, Online Cleaning Services LLC as Principal,  
and Lexon Insurance Company as Surety,  
are held and firmly bound unto the CITY OF SPOKANE, a Washington State municipal  
corporation, in the penal sum of FIVE PERCENT (5%) OF THE TOTAL AMOUNT BID, for the  
payment of which we jointly and severally bind ourselves, and our legal representatives and  
successors.

THE CONDITIONS OF THE OBLIGATION are that if the City of Spokane shall make  
timely award to the Principal for the

Boiler Blast Cleaning Services

according to the terms of the bid made by the Principal; and the Principal shall, within the  
specified time, enter into a contract with the City of Spokane and furnish bond(s) acceptable to  
the City, if required, then this obligation shall be null and void; otherwise it shall remain in full  
force and effect; but in no event will the surety's liability exceed this bond's face amount.

SIGNED AND SEALED on October 7, 2024

AS PRINCIPAL

Online Cleaning Services LLC

By: [Signature]

Title: OFFICE MANAGER

A valid POWER OF  
ATTORNEY must  
accompany this bond.

Lexon Insurance Company

AS SURETY

By: [Signature]  
Sydney Schmidt, Attorney-in-Fact



835 N. Post Street, Suite 203  
Spokane, Washington 99201

Address

(509) 747-3121

Phone

Attorney in Fact



KNOW ALL BY THESE PRESENTS, that Endurance Assurance Corporation, a Delaware corporation ('EAC'), Endurance American Insurance Company, a Delaware corporation ('EAIC'), Lexon Insurance Company, a Texas corporation ('LIC'), and/or Bond Safeguard Insurance Company, a South Dakota corporation ('BSIC'), each, a "Company" and collectively, "Sompo International," do hereby constitute and appoint: Daniel J. Stowe, Chris Larson, Travis Long, Sydney Schmidt, Shelby Groth, Kirsten Jordan as true and lawful Attorney(s)-In-Fact to make, execute, seal, and deliver for, and on its behalf as surety or co-surety; bonds and undertakings given for any and all purposes, also to execute and deliver on its behalf as aforesaid renewals, extensions, agreements, waivers, consents or stipulations relating to such bonds or undertakings provided, however, that no single bond or undertaking so made, executed and delivered shall obligate the Company for any portion of the penal sum thereof in excess of the sum of One Hundred Million (\$100,000,000.00)

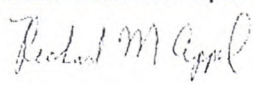
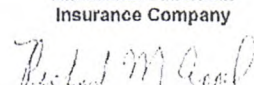
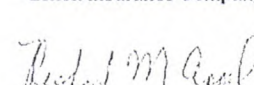
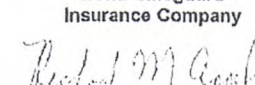
Such bonds and undertakings for said purposes, when duly executed by said attorney(s)-in-fact, shall be binding upon the Company as fully and to the same extent as if signed by the President of the Company under its corporate seal attested by its Corporate Secretary.

This appointment is made under and by authority of certain resolutions adopted by the board of directors of each Company by unanimous written consent effective the 30th day of March, 2023 for BSIC and LIC and the 17th day of May, 2023 for EAC and EAIC, a copy of which appears below under the heading entitled "Certificate".

This Power of Attorney is signed and sealed by facsimile under and by authority of the following resolution adopted by the board of directors of each Company by unanimous written consent effective the 30th day of March, 2023 for BSIC and LIC and the 17th day of May, 2023 for EAC and EAIC and said resolution has not since been revoked, amended or repealed:

RESOLVED, that the signature of an individual named above and the seal of the Company may be affixed to any such power of attorney or any certificate relating thereto by facsimile, and any such power of attorney or certificate bearing such facsimile signature or seal shall be valid and binding upon the Company in the future with respect to any bond or undertaking to which it is attached.

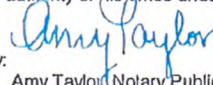
IN WITNESS WHEREOF, each Company has caused this instrument to be signed by the following officers, and its corporate seal to be affixed this 25th day of May, 2023.

<p><b>Endurance Assurance Corporation</b></p>  <p>By: Richard Appel; SVP &amp; Senior Counsel</p>	<p><b>Endurance American Insurance Company</b></p>  <p>By: Richard Appel; SVP &amp; Senior Counsel</p>	<p><b>Lexon Insurance Company</b></p>  <p>By: Richard Appel; SVP &amp; Senior Counsel</p>	<p><b>Bond Safeguard Insurance Company</b></p>  <p>By: Richard Appel; SVP &amp; Senior Counsel</p>
--	---	---	---



**ACKNOWLEDGEMENT**

On this 25th day of May, 2023, before me, personally came the above signatories known to me, who being duly sworn, did depose and say that he/she/they is an officer of each of the Companies; and that he executed said instrument on behalf of each Company by authority of his office under the by-laws of each Company.

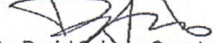
By:   
Amy Taylor, Notary Public – My Commission Expires 3/9/27



**CERTIFICATE**

- I, the undersigned Officer of each Company, DO HEREBY CERTIFY that:
1. That the original power of attorney of which the foregoing is a copy was duly executed on behalf of each Company and has not since been revoked, amended or modified; that the undersigned has compared the foregoing copy thereof with the original power of attorney, and that the same is a true and correct copy of the original power of attorney and of the whole thereof;
  2. The following are resolutions which were adopted by the board of directors of each Company by unanimous written consent effective the 30th day of March, 2023 for BSIC and LIC and the 17th day of May, 2023 for EAC and EAIC and said resolutions have not since been revoked, amended or modified:  
"RESOLVED, that each of the individuals named below is authorized to make, execute, seal and deliver for and on behalf of the Company any and all bonds, undertakings or obligations in surety or co-surety with others: RICHARD M. APPEL, MATTHEW E. CURRAN, MARGARET HYLAND, SHARON L. SIMS, CHRISTOPHER L. SPARRO, and be it further  
RESOLVED, that each of the individuals named above is authorized to appoint attorneys-in-fact for the purpose of making, executing, sealing and delivering bonds, undertakings or obligations in surety or co-surety for and on behalf of the Company."
  3. The undersigned further certifies that the above resolutions are true and correct copies of the resolutions as so recorded and of the whole thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal this 7th day of October, 2024

By:   
By: Daniel S. Lurie, Secretary

**NOTICE: U. S. TREASURY DEPARTMENT'S OFFICE OF FOREIGN ASSETS CONTROL (OFAC)**

No coverage is provided by this Notice nor can it be construed to replace any provisions of any surety bond or other surety coverage provided. This Notice provides information concerning possible impact on your surety coverage due to directives issued by OFAC. Please read this Notice carefully. The Office of Foreign Assets Control (OFAC) administers and enforces sanctions policy, based on Presidential declarations of "national emergency". OFAC has identified and listed numerous foreign agents, front organizations, terrorists, terrorist organizations, and narcotics traffickers as "Specially Designated Nationals and Blocked Persons". This list can be located on the United States Treasury's website – <https://www.treasury.gov/resource-center/sanctions/SDN-List>. In accordance with OFAC regulations, if it is determined that you or any other person or entity claiming the benefits of any coverage has violated U.S. sanctions law or is a Specially Designated National and Blocked Person, as identified by OFAC, any coverage will be considered a blocked or frozen contract and all provisions of any coverage provided are immediately subject to OFAC. When a surety bond or other form of surety coverage is considered to be such a blocked or frozen contract, no payments nor premium refunds may be made without authorization from OFAC. Other limitations on the premiums and payments may also apply. Any reproductions are void.



A division of HUB International

835 N. Post Street • Suite 203  
Spokane, Washington 99201  
Toll-free: 844-319-2901

hubinternational.com

Date: 09/30/2024

Bid Date: 10/07/2024

Client: Online Cleaning Services LLC

Approved: X

Conditions:

Not Approved:

Project Description/Obligee:  
City of Spokane  
Boiler Blast Cleaning Services

Low Bidder:	_____	Bid Amount:	_____
2 <sup>nd</sup> Bidder:	_____	Bid Amount:	_____
3 <sup>rd</sup> Bidder:	_____	Bid Amount:	_____
Your bid, if not above:	_____		
Number of Bidders:	_____		
Engineer's Estimate:	_____		
Comments:	_____		

Thank you for sending me the bid results as soon as they are available.

*Sydney Schmidt*

Sydney Schmidt  
Surety Assistant Account Manager  
sydney.schmidt@hubinternational.com



These Next Five Pages (Pages #13 – 17) Comprising Bid Proposal Must Be Completed and Uploaded Into Procurement Via The Question Tab and corresponding question #3.

### BID PROPOSAL

PROJECT: # ITB 6173-24 Boiler Blast Cleaning Services

#### BIDDER'S DECLARATION.

The undersigned bidder certifies that it has examined the site, read and understands the specifications for the above project, and agrees to comply with all applicable federal, state and local laws and regulations. The bidder is advised that by signature of this bid proposal it has acknowledged all bid requirements and signed all certificates contained herein. Bid prices should have incorporated all travel, lodging cost per <https://www.gsa.gov/travel/plan-book/gsa-lodging>, per diem per <https://www.gsa.gov/travel/plan-book/per-diem-rates>.

#### BID OFFER.

The price(s) listed in this bid proposal is tendered as an offer to furnish all labor, materials, equipment and supervision required to complete the proposed project in strict accordance with the contract documents. The bidder proposes to do the services at the following price:

January 1, 2025 Through December 31, 2025:

#### Cold Iron Blasting Service Requirement:

FIRST BOILER:

1. Labor Cost On-line/Off-line Blast Cleaning

(Estimated 1.5 Shifts of 12 hrs On-line Cleaning; 4 number of people)

(Estimated 1 Shifts of 6 hrs Off-line Cleaning; 4 number of people)

Hrly Rates \$ 500 Total Estimated # Hours 24 Total Labor \$ 12000.00

2. Bill of Material On-line Plus Cost	\$ <u>6960</u>
3. Bill of Material Off-line Plus Cost	\$ <u>972</u>
4. Mob and Demob	\$ <u>3800</u>
5. Per Diem Total	\$ <u>2400</u>
6. Applicable Sales Tax – 9%	\$ <u>2351.88</u>

Extended Total for First Boiler \$ 28483.88

SECOND BOILER:

1. Labor Cost On-line/Off-line Blast Cleaning

(Estimated 1.5 Shifts of 12 hrs On-line Cleaning; 4 number of people)

(Estimated 1 Shifts of 6 hrs Off-line Cleaning; 4 number of people)

Hrly Rates \$ 500 Total Estimated # Hours 24 Total Labor \$ 12000.00

2. Bill of Material On-line Plus Cost	\$ <u>6960</u>
3. Bill of Material Off-line Plus Cost	\$ <u>972</u>
4. Mob and Demob	\$ <u>3800</u>
5. Per Diem Total	\$ <u>2400</u>
6. Applicable Sales Tax – 9%	\$ <u>2351.88</u>

Extended Total for Second Boiler \$ 28483.88

=====

**OVERALL EXTENDED TOTAL COST COLD IRON BLASTING: \$ 56967.76**

**(Also enter this total in Procurement Pricing Question 1)**

**Non-Cold Iron Requirements: (Both Boilers)**

1. Labor Cost On-line Blast Cleaning Both Boilers/Off-line Blast Cleaning One Boiler  
(Estimated 3 Shifts of 12 hrs On-line Cleaning; 4 number of people)  
(Estimated 1 Shifts of 6 hrs Off-line Cleaning; 4 number of people)

Hrly Rates \$ 500 Total Estimated # Hours 42 Total Labor \$ 21000.00

2. Bill of Material On-line Plus Cost	\$ <u>13920.00</u>
3. Bill of Material Off-line Plus Cost	\$ <u>972.00</u>
4. Mob and Demob	\$ <u>3800.00</u>
5. Per Diem Total	\$ <u>3200.00</u>
6. Applicable Sales Tax - 9%	\$ <u>3860.28</u>

Extended Total for First Boiler \$ 46752.28

1. Labor Cost Off-line Blast Cleaning Other Boiler  
(Estimated 1 Shifts of 6 hrs Off-line Cleaning; 4 number of people)

Hrly Rates \$ 500 Total Estimated # Hours 6 Total Labor \$ 3000.00

2. Bill of Material On-line Plus Cost	\$ <u>N/A</u>
3. Bill of Material Off-line Plus Cost	\$ <u>972.00</u>
4. Mob and Demob	\$ <u>3800.00</u>
5. Per Diem Total	\$ <u>1600.00</u>
6. Applicable Sales Tax - 9%	\$ <u>843.48</u>

Extended Total \$ 10215.48

=====

**OVERALL EXTENDED TOTAL COST NON-COLD IRON (Both Boilers): \$ 56967.76**  
**(Also enter this total in Procurement Pricing Question 2)**

**Non-Cold Iron Requirements: (Single Boiler)**

1. Labor Cost On-line Blast Cleaning/Off-line Blast Cleaning One Boiler  
**SINGLE BOILER:**  
(Estimated 1.5 Shifts of 12 hrs On-line Cleaning; 4 number of people)  
(Estimated 1 Shifts of 6 hrs Off-line Cleaning; 4 number of people)

Hrly Rates \$ 500 Total Estimated # Hours 24 Total Labor \$ 10800.00

2. Bill of Material On-line Plus Cost	\$ <u>7010.00</u>
3. Bill of Material Off-line Plus Cost	\$ <u>972.00</u>
4. Mob and Demob	\$ <u>3800.00</u>
5. Per Diem Total	\$ <u>2400.00</u>
6. Applicable Sales Tax - 9%	\$ <u>2248.38</u>

=====

**OVERALL EXTENDED TOTAL COST FOR NON-COLD IRON (Single Boiler) \$ 27230.38**  
**(Also enter this total in Procurement Pricing Question 3)**



**Intermediate On-line Blast Cleaning Both Boilers Non Cold Iron Requirement:**

1. Labor Cost On-line Blast Cleaning Both Boilers  
(Estimated 3 Shifts of 12 hrs On-line Cleaning; 4 number of people)

Hrly Rates \$ 500- Total Estimated # Hours 36 Total Labor \$ 18000.00

2. Bill of Material On-line Plus Cost	\$ <u>13920.00</u>
3. Mob and Demob	\$ <u>3800.00</u>
4. Per Diem Total	\$ <u>2400.00</u>
5. Applicable Sales Tax – 9%	\$ <u>3430.80</u>

=====

**OVERALL EXTENDED TOTAL COST INTERMEDIATE ON-LINE BLAST CLEANING BOTH BOILERS NON COLD IRON \$ 41550.80**

**(Also enter this total in Procurement Pricing Question 4)**

**Expeller Dropchute Off-line Blast Cleaning Requirement Affected Boiler:**

1. Labor Cost  
(Estimated 1 Shifts of 8 hrs Online Cleaning; 2 number of people)

Hrly Rates \$ 420- Total Estimated # Hours 8 Total Labor \$ 3360.00

2. Bill of Material Online Plus Cost	\$ <u>2320.00</u>
3. Mob and Demob	\$ <u>2900.00</u>
4. Per Diem Total	\$ <u>800.00</u>
5. Applicable Sales Tax -9%	\$ <u>844.20</u>
6. Estimated response time to WTE with required blasting supplies:	<u>6-12 Hours</u>

=====

**OVERALL EXTENDED COST EXPELLER DROPCHUTE OFF-LINE BLAST CLEANING REQUIREMENT AFFECTED BOLIER: \$ 10224.20**

**(Also enter this total in Procurement Pricing Question 5)**

**ADDENDA.**

The undersigned acknowledges receipt of addenda number(s) ITB6173-24 and agrees that their requirements have been included in this bid proposal.

**PERIOD OF PERFORMANCE.**

The bidder agrees the period of performance of any contract resulting from this ITB is tentatively scheduled to begin on or about January 1, 2025, and to end on December 31, 2029.

**LIQUIDATED DAMAGES.**

In the event the bidder is awarded the contract and fails to complete the work within the time limit or any agreed upon time extensions, liquidated damages shall be paid to the City of Spokane in the amount of Ten thousand Dollars (\$10,000.00) per working day until the work is satisfactorily completed.

**BIDDER RESPONSIBILITY.**

Washington State Contractor's Registration No. ONLINC5874DK  
(must be in effect at time of bid submittal)

U.B.I. Number 602-784-832

Washington Employment Security Department Number 000-392838-00.4

Washington Excise Tax Registration Number 602784 832-001-0002

City of Spokane Business License Number 602-784-832  
(The successful bidder and all subcontractors shall be licensed or have applied for a license to do business in the City of Spokane prior to proceeding with the proposed project.)


**BID SECURITY.**

A bid security in the amount of FIVE PERCENT (5%) of the total project bid as indicated above, is attached to this bid proposal. If the bidder is awarded the contract and fails to enter into a construction contract and/or furnish payment / performance bond(s) and proof of insurance within the required time period, the bid security shall be forfeited to the City of Spokane.

**NON-COLLUSION.**

The undersigned authorized representative of the undersigned firm, being first sworn on oath, certifies that the firm has not, directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the project for which this bid proposal is submitted.

Name of Bidder: Online Cleaning Services

  
Signature of Bidder's Authorized Representative

OFFICE MANAGER  
Title

2689 Hwy 20 Marysville, CA  
Address 95901



530-741-0873 opt. 1  
Phone

**IF INDIVIDUAL**

Signed and Sworn To (or Affirmed) Before Me On \_\_\_\_\_  
date

(Seal Or Stamp) \_\_\_\_\_  
Signature of Notary Public

My appointment expires \_\_\_\_\_

**IF PARTNERSHIP**

I certify that I know or have satisfactory evidence that the above named person signed this bid proposal, on oath stated that he/she was authorized to sign it and acknowledged it as the partner(s) of the bidder, a partnership, to be the free and voluntary act of such party for the uses and purposes herein mentioned.

Signed and Sworn To (or Affirmed) Before Me On \_\_\_\_\_  
date

(Seal Or Stamp) \_\_\_\_\_  
See the attached GA Notary Certificate  
Signature of Notary Public

My appointment expires \_\_\_\_\_

**IF CORPORATION**

I certify that I know or have satisfactory evidence that the above named person signed this bid proposal, on oath stated that he/she was authorized to sign it and acknowledged it as the representative of the bidder, a corporation, to be the free and voluntary act of such party for the uses and purposes herein mentioned.

Signed and Sworn To (or Affirmed) Before Me On \_\_\_\_\_  
date

(Seal Or Stamp) \_\_\_\_\_  
Signature of Notary Public

My appointment expires \_\_\_\_\_

# JURAT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of Yuba

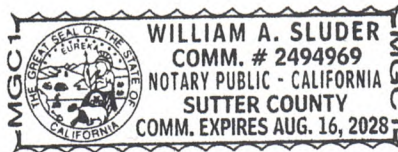
Subscribed and sworn to (or affirmed) before me on this 27<sup>th</sup> day of September,  
2024 by Kimberly Ontiveros

proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.



Signature

(Seal)



## OPTIONAL INFORMATION

### DESCRIPTION OF THE ATTACHED DOCUMENT

Invitation to Bid

(Title or description of attached document)

(Title or description of attached document continued)

Number of Pages 17 Document Date 9-27-24

Additional information

## INSTRUCTIONS

The wording of all Jurats completed in California after January 1, 2015 must be in the form as set forth within this Jurat. There are no exceptions. If a Jurat to be completed does not follow this form, the notary must correct the verbiage by using a jurat stamp containing the correct wording or attaching a separate jurat form such as this one which does contain the proper wording. In addition, the notary must require an oath or affirmation from the document signer regarding the truthfulness of the contents of the document. The document must be signed AFTER the oath or affirmation. If the document was previously signed, it must be re-signed in front of the notary public during the jurat process.

- State and county information must be the state and county where the document signer(s) personally appeared before the notary public.
- Date of notarization must be the date the signer(s) personally appeared which must also be the same date the jurat process is completed.
- Print the name(s) of the document signer(s) who personally appear at the time of notarization.
- Signature of the notary public must match the signature on file with the office of the county clerk.
- The notary seal impression must be clear and photographically reproducible. Impression must not cover text or lines. If seal impression smudges, re-seal if a sufficient area permits, otherwise complete a different jurat form.
  - ❖ Additional information is not required but could help to ensure this jurat is not misused or attached to a different document.
  - ❖ Indicate title or type of attached document, number of pages and date.
- Securely attach this document to the signed document with a staple.

Next Six Pages (Pages #22 – 27, plus as needed) Completed and Uploaded Into Procureware Via The Question Tab and corresponding question #6, else provide within 24 hours after notification.



## City of Spokane, Washington Supplemental Bidder Responsibility Criteria

Should Bidders not have shall completed, sign and submit this form with attachments with Bid, then after bid opening and prior to award, the apparent low bidder, or those bidder contacted, shall complete, sign and submit this form with attachments to the City (See instructions at the end of this form). The form shall be submitted within twenty four (24) hours after the notification, unless a different time and date is required by the specifications or otherwise mutually agreed upon.	
Project Name Boiler Blast Cleaning Services	
Project # ITB 6173-24	
<b>Part A: General Company Information</b>	
Company Name <u>Online Cleaning Services</u>	
Address <u>2689 Hwy 20 Marysville, CA 95901</u>	
Contact Name and Title <u>Rudy Steur - owner</u>	
Contact Phone <u>250-486-4966</u>	Contact E-mail <u>Rsteur@onlinecleaningservices.com</u>
Years in business as a Prime Contractor <u>17</u>	Years in business as a sub-contractor <u>—</u>
Years in business under present Name <u>17</u>	
List any former company names under which the company, its owners, and/or its principals has operated in the past five (5) years <u>NONE</u>	
Explain reason for name change(s) in the past five (5) years <u>N/A</u>	
<b>Part B: Work Experience</b>	
If the request for bids has project specific criteria, including work experience, list at least the requested number of projects completed within the required time frame on the attached Project Experience form which are similar in type, size and scope of work required for this project	
<u>HAVE BEEN SERVING YOUR BOILERS SINCE 2007</u>	
<b>Part C: Performance Evaluation</b>	
Under past or present names does the bidder have a history of receiving “deficient” or “inadequate” evaluations on two (2) or more contracts from the City or other municipalities or another governmental agency on a public works project within the last five (5) years?	
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
If “Yes” attach a separate, signed / dated statement listing the projects and an explanation.	
<b>Part D: Record of Debarment / Disqualification</b>	
Has the bidder (including the primary contractor, any firm with which any of the primary contractor’s owners, officers, or partners was associated) been debarred, disqualified, removed or has been otherwise	

prevented from bidding on, or completing any governmental agency or public works projects, including debarment by the federal, state or other municipal government during the last five (5) years?
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If "Yes", attach a separate signed / dated statement listing any debarments, disqualifications, removal, etc. from any governmental public works project and the basis for the action.
<b>Part E: Safety</b>
In the last five (5) years, has the bidder received willful or repeat violations of safety or health regulations by the OSHA or other agencies responsible for safety oversight? The Contractor shall submit safety records for the past three (3) years including OSHA 300A logs, recordable incidents, lost time accident statistics, EMR rating, OSHA type violations and NAICS code. The Contractor shall submit a list of any work activities previously performed at the City of Spokane WTEF. It is expected the contractor will have an EMR rating <1, OSHA recordable rate below industry average and no OSHA Violations for the past 3 years.
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If "Yes," attach a separate signed /dated statement describing each willful or repeat violation, including information about the dates and nature of the violations, the project on which the citation(s) was or were issued, the amount of penalty paid, if any. If the citation was appealed and a decision has been issued, state the case number and the date of the decision.
<b>Part F: Environmental</b>
In the last five (5) years, has the bidder received serious citations from government environmental enforcement agencies on projects for which the bidder was the contractor?
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If "Yes," attach a separate signed / dated statement describing each serious citation, including information about the dates of the citations, the nature of the violation, the project on which the citation(s) was or were issued, the amount of penalty paid, if any. If the citation was appealed and a decision has been issued, state the case number and the date of the decision.
<b>Part G: Discrimination</b>
Has the bidder or any of its owners, officers or partners been found guilty of violating or failing to comply with discrimination laws in contracting, employment or provision of public services?
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If "Yes", attach a separate signed / dated statement identifying the type of violation, who was involved, the name of the public agency, year of the investigation, the resolution in court or administrative process, and the grounds for the findings.
<b>Part H. Prevailing Wage</b>
In the last five (5) years, has the bidder received prevailing wage violations as determined by the applicable state or federal government agency monitoring prevailing and/or Davis Bacon wage compliance?
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If "Yes," attach a separate signed/dated statement listing the prevailing wage violations, along with an explanation of each violation and how it was resolved. The City shall evaluate these explanations and



the resolution of each violation to determine whether the violations demonstrate a pattern of failure to pay prevailing wages to workers unless there are extenuating circumstances acceptable to the City.

**Part I. Claims Against Retainage and Bonds**

Does the bidder have a record of multiple claims filed against the retainage or payment bonds for public works projects during the previous three (3) years?

Yes  No

If "Yes", attach a separate signed / dated statement listing the claims filed against the retainage and/or payment bond for any completed public works projects and include for each project a written explanation of the circumstances surrounding the claim and the ultimate resolution of the claim. The City shall evaluate the statement to determine if it demonstrates a lack of effective management by the bidder of making timely and appropriate payments, unless there are extenuating circumstances acceptable to the City in its sole discretion.

**Part J. Termination for Cause**

Has the bidder had any public works contract terminated for cause by any government agency during the previous five (5) years?

Yes  No

If "Yes", attach a separate signed / dated statement listing each contract terminated, the government agency terminating the contract and the circumstances involving the termination for cause. The City will determine if there are extenuating circumstances acceptable to the City in its sole discretion.

**Part K: Litigation**

Has the bidder been involved in lawsuits (or arbitrations for those instances where arbitration is completed in lieu of a lawsuit) with judgments entered against the bidder for failure to meet terms on contracts in the previous five (5) years?

Yes  No

If "Yes", attach a list of lawsuits and/or arbitrations with judgments / arbitration awards entered against the bidder along with a written explanation of the circumstances surrounding each lawsuit and/or arbitration. The City will evaluate the explanations to determine whether the lawsuits and/or arbitrations demonstrate a pattern of failing to meeting terms of conditions of contracts, unless there are extenuating circumstances acceptable to the City in its sole discretion.

**Part L: Delinquent State Taxes**

Does the bidder owe delinquent taxes to the Washington State Department of Revenue without a payment plan approved by the Department before the date of contract award?

Yes  No

If "Yes", attach a separate signed / dated statement describing the circumstances and stating that the bidder is not on the Washington State Department of Revenue's "Delinquent Taxpayer List".

**Part M: Subcontractor Responsibility**

Does the bidder's standard subcontract form include the subcontractor language required by RCW 39.06.020? Does the bidder have an established procedure which it uses to validate the responsibility of each of its subcontractor? Does the subcontract form require that each of the bidder's subcontractors have and document a similar procedure for sub-tier subcontractors?

Yes  No **N/A**

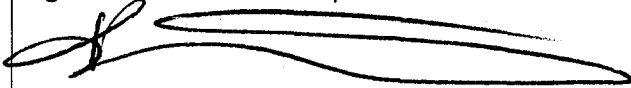
If "Yes" or "No", provide a copy of its standard subcontract form and a copy of the procedures used to validate the responsibility of subcontractors.

**Signature**

The undersigned certifies that the information and data contained herein is correct and complete. Failure to disclose information or submitting false or misleading information may result in rejection of my bid, revocation of award, contract termination, or may impact my firm's ability to bid on future projects by the City of Spokane.

Signature of Authorized Representative

Date



9-27-2024

Printed Name of Authorized Representative

Title

Kim Ontiveros

OFFICE MANAGER

Attachment to Supplemental Bidder Responsibility Criteria

Work Experience Form

Please complete one form per project and include the minimum number of projects (and forms) as requested. You may include any additional work experience you deem relevant in determining bidder responsibility. Please be sure to provide a thorough description of the work in order to demonstrate how your firm meets any required experience detailed in the specifications. You may attach additional documentation if needed.

PROJECT DETAIL			
Bidder's Company Name <i>Online Cleaning Services</i>		Bidders Contact Name & Phone Number <i>Rudy Steur 250-486-4966</i>	
Project Name <i>Boiler Blast Cleaning Services</i>		Project Contract Number <i>PW ITB 5096-19</i>	
Project Owner <i>City of Spokane</i>		Project Location <i>2900 S. Geiger Blvd Spokane, WA 99224-5100</i>	
Project Owner Contact Name & Title <i>Rick Rinderle - Procurement Spl.</i>		Owner's Telephone Number <i>509-625-6527</i>	
Notice to Proceed Date <i>3/17/2020</i>	Final Completion Date <i>12/31/2024</i>	Awarded Contract Value <i>\$1.5M</i>	Final Contract Price <i>TBD</i>
Prime Contractor Name (If Not Bidder) <i>_____</i>		Contractor Contact Name & Phone Number (If Not Bidder) <i>_____</i>	
Brief Project Description <i>Boiler Blast Cleaning</i>			
Brief Summary Of Technical Work Completed By Bidder, Including Any Relevant Details To Demonstrate Similar Experience And Any Required Experience Detailed In the Specifications <i>Currently Servicing the Cities Boilers by Blasting Cleaning.</i>			

This Page (Page #19) Must Be Completed and Uploaded Into Procurement Via The Question Tab and corresponding question #5.

# SUBCONTRACTOR LIST

## City of Spokane Project Name: ITB 6173-24, Boiler Blast Cleaning Services – Prevailing Wages.

This form is to be submitted with the Bid Proposal, or within one (1) hour after the published bid submittal time, unless bidder had submitted it with its bid response.

### RCW 39.30.060 (as amended) states:

“Every invitation to bid on a prime contract that is expected to cost one million dollars or more for the construction, alteration, or repair of any public building or public work ... shall require each prime contract bidder to submit as part of the bid, or within one (1) hour after the published bid submittal time, the names of the subcontractors with whom the bidder, if awarded the contract, will subcontract for performance of the work of: electrical as described in chapter 19.28 RCW, or to name itself for the work.

**The prime contract bidder shall not list more than one (1) subcontractor for each category of work identified, unless subcontractors vary with bid alternates, in which case the prime contract bidder must indicate which subcontractor will be used for which alternate. Failure of the prime contract bidder to submit as part of the bid the names of such subcontractors or to name itself to perform such work or the naming of two or more subcontractors to perform the same work shall render the prime contract bidder's bid nonresponsive and, therefore, void.”** (emphasis added)

NONE

Subcontractor Named (List prime contract bidder if prime contract bidder intends to self-perform the work): \_\_\_\_\_

Work to be performed: \_\_\_\_\_

Subcontractor Named: (List prime contract bidder if prime contract bidder intends to self-perform the work)) \_\_\_\_\_

Work to be performed: \_\_\_\_\_

Subcontractor Named (List prime contract bidder if prime contract bidder intends to self-perform the work): \_\_\_\_\_

Work to be performed: \_\_\_\_\_

Subcontractor Named (List prime contract bidder if prime contract bidder intends to self-perform the work): \_\_\_\_\_

Work to be performed: \_\_\_\_\_

Subcontractor Named (List prime contract bidder if prime contract bidder intends to self-perform the work): \_\_\_\_\_

Work to be performed: \_\_\_\_\_





# Online Cleaning Services

*Your partner in explosive cleaning and industrial services*

2689 Highway 20  
Marysville, CA 95901

(530) 741-0873 Office

October 7, 2024

RE: ITB 6173-24

City of Spokane,

We accept the terms and conditions of this ITB. We take no exceptions to this ITB.

If you have any questions, please contact me at the number below.

Thank you,

**KIM ONTIVEROS**  
Office Manager  
530-741-0873 option 1



**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – OWNERS, LESSEES OR  
 CONTRACTORS – SCHEDULED PERSON OR  
 ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
All Persons or Organizations for which coverage is required by contract or agreement.	
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

**A. Section II – Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

**B.** With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – STATE OR GOVERNMENTAL  
AGENCY OR SUBDIVISION OR POLITICAL  
SUBDIVISION – PERMITS OR AUTHORIZATIONS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

**SCHEDULE**

**State Or Governmental Agency Or Subdivision Or Political Subdivision:**

All Persons or Organizations for which coverage is required by contract or agreement.

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

**A. Section II – Who Is An Insured** is amended to include as an additional insured any state or governmental agency or subdivision or political subdivision shown in the Schedule, subject to the following provisions:

1. This insurance applies only with respect to operations performed by you or on your behalf for which the state or governmental agency or subdivision or political subdivision has issued a permit or authorization.

However:

- a. The insurance afforded to such additional insured only applies to the extent permitted by law; and
- b. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

2. This insurance does not apply to:

- a. "Bodily injury", "property damage" or "personal and advertising injury" arising out of operations performed for the federal government, state or municipality; or
- b. "Bodily injury" or "property damage" included within the "products-completed operations hazard".

- B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.

Effective Date: 01/01/2024  
Insured Name: Online Cleaning Services, LLC  
POLICY NUMBER: GL80359917

COMMERCIAL GENERAL LIABILITY  
CG 24 04B 12 19

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

## **WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US (WAIVER OF SUBROGATION)**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART  
ELECTRONIC DATA LIABILITY COVERAGE PART  
LIQUOR LIABILITY COVERAGE PART  
POLLUTION LIABILITY COVERAGE PART DESIGNATED SITES  
POLLUTION LIABILITY LIMITED COVERAGE PART DESIGNATED SITES  
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART  
RAILROAD PROTECTIVE LIABILITY COVERAGE PART  
UNDERGROUND STORAGE TANK POLICY DESIGNATED TANKS

### **SCHEDULE**

**Name Of Person(s) Or Organization(s):**

All Persons or Organizations for which coverage is required by contract or agreement.

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph 8. **Transfer Of Rights Of Recovery Against Others To Us** of Section IV – Conditions:

We waive any right of recovery against the person(s) or organization(s) shown in the Schedule above because of payments we make under this Coverage Part. Such waiver by us applies only to the extent that the insured has waived its right of recovery against such person(s) or organization(s) prior to loss. This endorsement applies only to the person(s) or organization(s) shown in the Schedule above.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**PRIMARY AND NONCONTRIBUTORY –  
OTHER INSURANCE CONDITION**

This endorsement modifies insurance provided under the following:

AUTO DEALERS COVERAGE FORM  
BUSINESS AUTO COVERAGE FORM  
MOTOR CARRIER COVERAGE FORM

With respect to coverage provided by this endorsement, the provisions of the Coverage Form apply unless modified by the endorsement.

<p><b>Named Insured:</b> Online Cleaning Services, LLC</p> <p><b>Endorsement Effective Date:</b> 01/01/2024</p>
---

**SCHEDULE**

<p><b>Name(s) Of Person(s) Or Organization(s):</b> All persons or organizations for which coverage is required by contract or agreement.</p>
--

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

**A.** The following is added to the **Other Insurance Condition** in the Business Auto Coverage Form and the **Other Insurance – Primary And Excess Insurance Provisions** in the Motor Carrier Coverage Form and supersedes any provision to the contrary:

This Coverage Form's Covered Autos Liability Coverage is primary to and will not seek contribution from any other insurance available to an "insured" under your policy provided that:

1. Such "insured" is a Named Insured under such other insurance; and
2. You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to such "insured".

**B.** The following is added to the **Other Insurance Condition** in the Auto Dealers Coverage Form and supersedes any provision to the contrary:

This Coverage Form's Covered Autos Liability Coverage and General Liability Coverages are primary to and will not seek contribution from any other insurance available to an "insured" under your policy provided that:

1. Such "insured" is a Named Insured under such other insurance; and
2. You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to such "insured".



< Business Lookup

### License Information:

[New search](#) [Back to results](#)

**Entity name:** ONLINE CLEANING SERVICES, LLC

**Business name:** ONLINE CLEANING SERVICE,LLC

**Entity type:** [Limited Liability Company](#)

**UBI #:** 602-784-832

**Business ID:** 001

**Location ID:** 0002

**Location:** Active

**Location address:** 2689 HWY 20  
MARYSVILLE CA 95901-9439

**Mailing address:** 2689 HWY 20  
MARYSVILLE CA 95901-9439

**Excise tax and reseller permit status:** [Click here](#)

**Secretary of State status:** [Click here](#)

### Endorsements

Endorsements held at this location	License #	Count	Details	Status	Expiration date	First issuance date
<a href="#">Spokane General Business - Non-Resident</a>				Active	Feb-28-2025	Dec-20-2016

### Governing People May include governing people not registered with Secretary of State

Governing people	Title
MESSER, RANDY LEE	
ONTIVEROS, KIM KAY	Manager

### Registered Trade Names

Registered trade names	Status	First issued
ONLINE CLEANING SERVICES LLC	Active	Jan-18-2022

The Business Lookup information is updated nightly. Search date and time: 10/15/2024 8:25:49 AM

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**Agenda Sheet for City Council:**

**Committee:** PIES **Date:** 11/18/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/20/2024

**Clerk's File #** OPR 2024-1045

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/02/2024

<b>Submitting Dept</b>	SOLID WASTE DISPOSAL	<b>Bid #</b>	RFP 6443-24
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<b>Contact Name/Phone</b>	DAVID PAINE 625-6878	<b>Requisition #</b>	CR 26926
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<b>Contact E-Mail</b>	DPAINE@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	BWILKERSON JBINGLE KKLITZKE		
---------------------------	-----------------------------	--	--

<b>Agenda Item Name</b>	4490 CONTRACT FOR OFFSITE GEAR BOX REBUILDS		
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**Agenda Wording**

Five year contract award to Pro Dynamic Solutions, LLC (Spokane, WA) for as-needed, offsite rebuild of gear boxes for the Waste to Energy Facility from Jan 1, 2025-Dec 31, 2029 and a total cost of \$245,000.00 plus tax (approx. \$49K annually).

**Summary (Background)**

Gear boxes are used in much of the Waste to Energy Facility's equipment. As they wear from continued use, they often need repaired and or rebuilt. On Sep. 30, 2024, bidding closed on RFP 6043-24 for the offsite, as-needed, rebuild of gear boxes. Two responses were received and Pro Dynamic Solutions, LLC (Spokane, WA) was selected. The contract award would be for five years.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost	\$ 245,000.00
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Current Year Cost	\$ 49,000.00
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Subsequent Year(s) Cost	\$ 49,000.00
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**Narrative**

This is a routine repair and maintenance expense that was planned for in the Solid Waste Disposal budget. This contract is in place as a mechanism to avoid emergency spending in the event of a failure and will only be used on an as-needed basis.

**Amount**

**Budget Account**

Expense	\$ 245,000.00	# 4490-44100-37148-54803-34002
Select	\$	#
Select	\$	#
Select	\$	#
	\$	#
	\$	#





## Continuation of Wording, Summary, Approvals, and Distribution

### Agenda Wording

### Summary (Background)

#### **Approvals**

##### Dept Head

AVERYT, CHRIS

##### Division Director

FEIST, MARLENE

##### Accounting Manager

ALBIN-MOORE, ANGELA

##### Legal

HARRINGTON,

##### For the Mayor

PICCOLO, MIKE

#### **Additional Approvals**

##### PURCHASING

NECHANICKY, JASON

#### **Distribution List**

Vasily Znovets, Vas@proynamicsolution.com

mdorgan@spokanecity.org

jsalstrom@spokanecity.org

tprince@spokanecity.org

rrinderle@spokanecity.org

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Committee Date</b>	November 18, 2024
<b>Submitting Department</b>	Solid Waste Disposal
<b>Contact Name</b>	David Paine
<b>Contact Email &amp; Phone</b>	<a href="mailto:dpaine@spokanecity.org">dpaine@spokanecity.org</a> , 509-625-6878
<b>Council Sponsor(s)</b>	Wilkerson, Bingle, Klitzke
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Contract for offsite gear box rebuilds as needed for the Waste to Energy Facility.
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	<p>Gear boxes are used in much of the Waste to Energy Facility's equipment. As they wear from continued use, they often need repaired and or rebuilt.</p> <p>*use the Fiscal Impact box below for relevant financial information</p> <p>On Sep. 30, 2024, bidding closed on RFP 6043-24 for the offsite, as-needed, rebuild of gear boxes. Two responses were received and Pro Dynamic Solutions, LLC (Spokane, WA) was selected. The contract award would be for five years beginning Jan. 1, 2025 and running through Dec. 31, 2029 with a total cost not to exceed \$245,000.00 plus tax (approx. \$49K annually).</p>
<b>Fiscal Impact</b>	
<b>Approved in current year budget?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Total Cost: <u>\$245,000.00 plus tax</u> Current year cost: \$49,000.00 Subsequent year(s) cost: \$49,000.00	
<b>Narrative:</b> <u>This is a routine repair and maintenance expense that was planned for in the Solid Waste Disposal budget. This contract is in place as a mechanism to avoid emergency spending in the event of a failure and will only be used on an as-needed basis.</u>	
<b>Funding Source</b> <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring <input type="checkbox"/> N/A Specify funding source: Program revenue Is this funding source sustainable for future years, months, etc? Yes	
<b>Expense Occurrence</b> <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring <input type="checkbox"/> N/A  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
<ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? Public works services and projects are designed to serve all citizens and businesses. We strive to offer a consistent level of service to all, to distribute public investment throughout the community and to respond to gaps in services identified in various City plans.</li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? N/A</li> </ul>	

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

Public Works follows the City's established procurement and public works bidding regulations and policies to bring items forward, and then uses contract management best practices to ensure desired outcomes and regulatory compliance.

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

This work is consistent with annual budget strategies to limit costs and approved projects in the 6-year CIP.

### **Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.

Not applicable



**City of Spokane**  
**PERSONAL SERVICES AGREEMENT**  
**Title: OFFSITE GEARBOX REBUILDS**

This Agreement is made and entered into by and between the **CITY OF SPOKANE** as (“City”), a Washington municipal corporation, and **PRO DYNAMIC SOLUTIONS, LLC.**, whose address is 24810 East Wellesley Avenue, Spokane, Washington 99027 as (“Company”), individually hereafter referenced as a “Party”, and together as the “Parties”.

*WHEREAS, the purpose of this Agreement is to provide As-Needed Offsite Gearbox Rebuilds for the Waste to Energy Facility; and*

*WHEREAS, the Company was selected through RFP 6443-24 issued by the City.*

*NOW, THEREFORE, in consideration of the terms, conditions, covenants and performance of the Scope of Work contained herein, the City and Company mutually agree as follows:*

**1. TERM OF AGREEMENT.**

The term of this Agreement begins on January 1, 2025, and shall run through December 31, 2029, unless amended by written agreement or terminated earlier under the provisions.

**2. TIME OF BEGINNING AND COMPLETION.**

The Company shall begin the work outlined in the “Scope of Work” (“Work”) on the beginning date, above. The City will acknowledge in writing when the Work is complete. Time limits established under this Agreement shall not be extended because of delays for which the Company is responsible, but may be extended by the City, in writing, for the City’s convenience or conditions beyond the Company’s control.

**3. SCOPE OF WORK.**

The General Scope of Work for this Agreement is described in Pro Dynamic Solutions, LLC., - RFP 6443-24 Bid Response Summary dated September 30, 2024, which is attached as **Exhibit B** and made a part of this Agreement. In the event of a conflict or discrepancy in the Agreement documents, this City Personal Services Agreement controls.

The Work is subject to City review and approval. The Company shall confer with the City periodically, and prepare and present information and materials (e.g. detailed outline of completed Work) requested by the City to determine the adequacy of the Work or Company’s progress.

**4. COMPENSATION / PAYMENT.**

Total compensation for Company’s services under this Agreement shall not exceed **TWO HUNDRED FORTY-FIVE THOUSAND AND NO/100 DOLLARS (\$245,000.00)**, plus sales tax if applicable, for

everything furnished and done under this Agreement.

The Company shall submit its applications for payment to Spokane Solid Waste Disposal, 2900 South Geiger Blvd, Spokane, Washington, 99224. **Payment will be made via direct deposit/ACH** within thirty (30) days after receipt of the Company's application except as provided by state law. If the City objects to all or any portion of the invoice, it shall notify the Company and reserves the right to only pay that portion of the invoice not in dispute. In that event, the parties shall immediately make every effort to settle the disputed amount

**5. TAXES, FEES AND LICENSES.**

- A. Company shall pay and maintain in current status, all necessary licenses, fees, assessments, permit charges, etc. necessary to conduct the work included under this Agreement. It is the Company's sole responsibility to monitor and determine changes or the enactment of any subsequent requirements for said fees, assessments, or changes and to immediately comply.
- B. The cost of any permits, licenses, fees, etc. arising as a result of the projects included in this Agreement shall be included in the project budgets.

**6. CITY OF SPOKANE BUSINESS LICENSE.**

Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained a valid annual business registration. The Company shall be responsible for contacting the State of Washington Business License Services at [www.dor.wa.gov](http://www.dor.wa.gov) or 360-705-6741 to obtain a business registration. If the Company does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at (509) 625-6070 to request an exemption status determination.

**Subcontractor:** Subcontractor expenses will be reimbursed at the actual cost incurred and may not include a markup. Copies of all Subcontractor invoices that are rebilled to the City are required.

**7. SOCIAL EQUITY REQUIREMENTS / NON-DISCRIMINATION.**

No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Agreement because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Company agrees to comply with, and to require that all subcontractors comply with, federal, state and local nondiscrimination laws, including but not limited to: the Civil Rights Act of 1964, the Rehabilitation Act of 1973, the Age Discrimination in Employment Act, and the American's With Disabilities Act, to the extent those laws are applicable.

**8. INDEMNIFICATION.**

The Company shall defend, indemnify, and hold the City and its officers and employees harmless from all claims, demands, or suits at law or equity asserted by third parties for bodily injury (including death) and/or property damage which arise from the Company's negligence or willful misconduct under this Agreement, including attorneys' fees and litigation costs; provided that nothing herein shall require a Company to indemnify the City against and hold harmless the City from claims, demands or suits based solely upon the negligence of the City, its agents, officers, and employees. If a claim or suit is caused by or results from the concurrent negligence of the Company's agents or employees and the City, its agents, officers and employees, this indemnity provision shall be valid and enforceable to the extent of the negligence of the Company, its agents or employees. The Company specifically assumes liability and agrees to defend, indemnity, and hold the City harmless for actions brought by the Company's own employees against the City and, solely for the purpose of this

indemnification and defense, the Company specifically waives any immunity under the Washington State industrial insurance law, or Title 51 RCW. The Company recognizes that this waiver was specifically entered into pursuant to the provisions of RCW 4.24.115 and was the subject of mutual negotiation. The indemnity and agreement to defend and hold the City harmless provided for in this section shall survive any termination or expiration of this agreement.

## **9. INSURANCE.**

During the period of the Agreement, the Company shall maintain in force at its own expense, each insurance noted below with companies or through sources approved by the State Insurance Commissioner pursuant to Title 48 RCW:

A. **Worker's Compensation Insurance** in compliance with RCW 51.12.020, which requires subject employers to provide workers' compensation coverage for all their subject workers and Employer's Liability Insurance in the amount of \$1,000,000;

B. **General Liability Insurance** on an occurrence basis, with a combined single limit of not less than \$1,000,000 each occurrence for bodily injury and property damage. It shall include contractual liability coverage for the indemnity provided under this agreement. It shall provide that the City, its officers and employees are additional insureds but only with respect to the Company's services to be provided under this Agreement;

i. Acceptable supplementary Umbrella coverage in combination with Commercial General Liability policy shall be a minimum of \$2M in order to meet the minimum insurance coverages required under this contract; and

C. **Automobile Liability Insurance** with a combined single limit, or the equivalent of not less than \$1,000,000 each accident for bodily injury and property damage, including coverage for owned, hired and non-owned vehicles.

There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without sixty (60) days written notice from the Company or its insurer(s) to the City. As evidence of the insurance coverage(s) required by this Agreement, the Company shall furnish acceptable Certificates Of Insurance (COI) to the City at the time it returns this signed Agreement. The certificate shall specify the City of Spokane as "Additional Insured" specifically for Company's services under this Agreement, as well as all of the parties who are additional insureds, and include applicable policy endorsements, the sixty (60) day cancellation clause, and the deduction or retention level. The Company shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

## **10. DEBARMENT AND SUSPENSION.**

The Company has provided its certification that it is in compliance with and shall not contract with individuals or organizations which are debarred, suspended, or otherwise excluded from or ineligible from participation in Federal Assistance Programs under Executive Order 12549 and "Debarment and Suspension", codified at 29 CFR part 98 (see Exhibit A).

## **11. AUDIT.**

The Company and its subcontractor shall maintain for a minimum of three (3) years following final payment all records related to its performance of the Agreement. The Company and its subcontractors shall provide access to authorized City representatives, at reasonable times and in a reasonable manner to inspect and copy any such record. In the event of conflict between this

provision and related auditing provisions required under federal law applicable to the Agreement, the federal law shall prevail.

**12. KEY PERSONS.**

The Company shall not transfer or reassign any individual designated in this Agreement as essential to the Work, nor shall those key persons, or employees of Company identified as to be involved in the Project Work be replaced, removed or withdrawn from the Work without the express written consent of the City, which shall not be unreasonably withheld. If any such individual leaves the Company's employment, the Company shall present to the City one or more individuals with greater or equal qualifications as a replacement, subject to the City's approval, which shall not be unreasonably withheld. The City's approval does not release the Company from its obligations under this Agreement.

**13. ASSIGNMENT AND SUBCONTRACTING.**

The Company shall not assign or subcontract its obligations under this Agreement without the City's written consent, which may be granted or withheld in the City's sole discretion. Any subcontract made by the Company shall incorporate by reference this Agreement, except as otherwise provided. The Company shall ensure that all subcontractors comply with the obligations and requirements of the subcontract. The City's consent to any assignment or subcontract does not release the Company from liability or any obligation within this Agreement, whether before or after City consent, assignment or subcontract.

**14. TERMINATION.**

Either party may terminate this Agreement, with or without cause, by ten (10) days written notice to the other party. In the event of such termination, the City shall pay the Company for all work previously authorized and performed prior to the termination date.

**15. STANDARD OF PERFORMANCE.**

The standard of performance applicable to Company's services will be the degree of skill and diligence normally employed by professional Companies performing the same or similar services at the time the services under this Agreement are performed.

**16. OWNERSHIP AND USE OF RECORDS AND DOCUMENTS.**

Original documents, drawings, designs, reports, or any other records developed or created under this Agreement shall belong to and become the property of the City. All records submitted by the City to the Company shall be safeguarded by the Company. The Company shall make such data, documents and files available to the City upon the City's request. If the City's use of the Company's records or data is not related to this project, it shall be without liability or legal exposure to the Company.

Under Washington State Law (reference RCW Chapter 42.56, the *Public Records Act* [PRA]) all materials received or created by the City of Spokane are **public records** and are available to the public for viewing via the City Clerk's Records (online) or a valid Public Records Request (PRR).

**17. ANTI KICK-BACK.**

No officer or employee of the City of Spokane, having the power or duty to perform an official act or action related to this Agreement shall have or acquire any interest in the Agreement, or have solicited, accepted or granted a present or future gift, favor, service or other thing of value from or to any person involved in this Agreement.

**18. MISCELLANEOUS PROVISIONS.**

- A. **Amendments/Modifications:** This Agreement may be modified by the City in writing when necessary, and no modification or Amendment of this Agreement shall be effective unless signed by an authorized representative of each of the parties hereto.
- B. The Company, at no expense to the City, shall comply with all laws of the United States and Washington, the Charter and ordinances of the City of Spokane; and rules, regulations, orders and directives of their administrative agencies and officers. Without limiting the generality of this paragraph, the Company shall comply with the requirements of this Section.
- C. This Agreement shall be construed and interpreted under the laws of Washington. The venue of any action brought shall be in a court of competent jurisdiction, located in Spokane County, Washington.
- D. **Captions:** The titles of sections or subsections are for convenience only and do not define or limit the contents.
- E. **Severability:** If any term or provision is determined by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Agreement shall not be affected, and each term and provision shall be valid and enforceable to the fullest extent permitted by law.
- F. **Waiver:** No covenant, term or condition or the breach shall be deemed waived, except by written consent of the party against whom the waiver is claimed, and any waiver of the breach of any covenant, term or condition shall not be deemed a waiver of any preceding or succeeding breach of the same or any other covenant, term of condition. Neither the acceptance by the City of any performance by the Company after the time the same shall have become due nor payment to the Company for any portion of the Work shall constitute a waiver by the City of the breach or default of any covenant, term or condition unless otherwise expressly agreed to by the City in writing.
- G. **Entire Agreement:** This document along with any exhibits and all attachments, and subsequently issued addenda, comprises the entire agreement between the City and the Firm. If conflict occurs between Agreement documents and applicable laws, codes, ordinances or regulations, the most stringent or legally binding requirement shall govern and be considered a part of this Agreement to afford the City the maximum benefits.
- H. **No personal liability:** No officer, agent or authorized employee of the City shall be personally responsible for any liability arising under this Agreement, whether expressed or implied, nor for any statement or representation made or in any connection with this Agreement.

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the parties have executed this Agreement by having legally-binding representatives affix their signatures below.

**PRO DYNAMIC SOLUTIONS, LLC.**

**CITY OF SPOKANE**

By \_\_\_\_\_  
Signature Date

By \_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title



Attest:

Approved as to form:

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

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

**Attachments that are part of this Agreement:**

Exhibit A – Certificate Regarding debarment

Exhibit B – PRO DYNAMIC SOLUTIONS, LLC. – Bid Response Summary dated September 30, 2024.

24-218

**EXHIBIT A**

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,  
INELIGIBILITY AND VOLUNTARY EXCLUSION**

1. The undersigned (i.e., signatory for the Subrecipient / Contractor / Consultant) certifies, to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - b. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
  - c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
  - d. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.
  
2. The undersigned agrees by signing this contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
  
3. The undersigned further agrees by signing this contract that it will include the following clause, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

1. The lower tier contractor certified, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
  
2. Where the lower tier contractor is unable to certify to any of the statements in this contract, such contractor shall attach an explanation to this contract.
  
4. I understand that a false statement of this certification may be grounds for termination of the contract.

Name of Subrecipient / Contractor / Consultant (Type or Print)	Program Title (Type or Print)
Name of Certifying Official (Type or Print)	Signature
Title of Certifying Official (Type or Print)	Date (Type or Print)

**EXHIBIT B**



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT NAME:	
	PHONE (A/C, No. Ext):	FAX (A/C, No):
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED	INSURER A :	
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

**COVERAGES**

CERTIFICATE NUMBER:


REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y / N <input type="checkbox"/> N / A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER****CANCELLATION**

	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  Curtis Luken

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AGENCY CUSTOMER ID: \_\_\_\_\_

LOC #: \_\_\_\_\_



## ADDITIONAL REMARKS SCHEDULE

Page \_\_\_\_ of \_\_\_\_

AGENCY		NAMED INSURED	
POLICY NUMBER			
CARRIER	NAIC CODE		
		EFFECTIVE DATE:	

### ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,  
FORM NUMBER: \_\_\_\_\_ FORM TITLE: \_\_\_\_\_



< Business Lookup

### License Information:

[New search](#) [Back to results](#)

**Entity name:** PRO DYNAMIC SOLUTIONS LLC

**Business name:** PRO DYNAMIC SOLUTIONS LLC

**Entity type:** [Limited Liability Company](#)

**UBI #:** 604-165-580

**Business ID:** 001

**Location ID:** 0001

**Location:** Active

**Location address:** 220 S LONG RD  
SPOKANE VALLEY WA 99016-9723

**Mailing address:** 220 S LONG RD  
SPOKANE VALLEY WA 99016-9723

**Excise tax and reseller permit status:** [Click here](#)

**Secretary of State status:** [Click here](#)

### Endorsements

Endorsements held	License #	Count	Details	Status	Expiration	First issue
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Endorsements held	License #	Count	Details	Status	Expiration	First issue
Spokane Valley General Business				Active	Oct-31-2024	Feb-05-2024

## Governing People May include governing people not registered with Secretary of State

Governing people	Title
ZNOVETS, OLGA	
ZNOVETS, VASILY	

## Registered Trade Names

Registered trade names	Status	First issued
PRO DYNAMIC SOLUTIONS	Active	Oct-28-2019

The Business Lookup information is updated nightly. Search date and time: 11/8/2024 1:07:10 PM

[Contact us](#)

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**Agenda Sheet for City Council:**

**Committee:** PIES **Date:** 11/18/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/20/2024

**Clerk's File #** OPR 2024-1046

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/02/2024

<b>Submitting Dept</b>	SOLID WASTE DISPOSAL	<b>Bid #</b>	RFP 6193-24
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<b>Contact Name/Phone</b>	DAVID PAINE 625-6878	<b>Requisition #</b>	CR 26923
---------------------------	----------------------	----------------------	----------

<b>Contact E-Mail</b>	DPAINE@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	BWILKERSON JBINGLE KKLITZKE		
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<b>Agenda Item Name</b>	4490 CONTRACT FOR GRATE BLOCK CLEANING SERVICES		
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**Agenda Wording**

Five year contract award to Wear-Tek, Inc. (Spokane, WA) for as-needed grate block cleaning services at the Waste to Energy Facility from Jan 1, 2025-Dec 31, 2029 and a total cost not to exceed \$210,000.00 plus tax (approx. 42K annually).

**Summary (Background)**

Grate blocks are utilized in the two boilers at the Waste to Energy Facility to transport waste through the furnace while it is incinerated. They require periodic cleaning and inspection. Blocks that are found to be serviceable are cleaned and put back into use. Blocks that are beyond their useful life are sold as scrap. On Sep. 30, 2024 bidding closed on RFP 6193-24 for this grate block cleaning service. Wear-Tek, Inc. was the only respondent. The contract award would be for five years.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost	\$ 210,000.00
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Current Year Cost	\$ 42,000.00
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Subsequent Year(s) Cost	\$ 42,000.00
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**Narrative**

This is a routine repair and maintenance service expense that was planned for in the Solid Waste Disposal budget.

**Amount**

**Budget Account**

Expense	\$ 210,000.00	# 4490-44100-37148-54803-34002
Select	\$	#
Select	\$	#
Select	\$	#
	\$	#
	\$	#





**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

<b><u>Dept Head</u></b>	AVERYT, CHRIS
<b><u>Division Director</u></b>	FEIST, MARLENE
<b><u>Accounting Manager</u></b>	ALBIN-MOORE, ANGELA
<b><u>Legal</u></b>	HARRINGTON,
<b><u>For the Mayor</u></b>	PICCOLO, MIKE

**Additional Approvals**

<b><u>PURCHASING</u></b>	NECHANICKY, JASON

**Distribution List**

Mike Summers, msummers@wear-tek.com	mdorgan@spokanecity.org
jsalstrom@spokanecity.org	tprince@spokanecity.org
rrinderle@spokanecity.org	

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Committee Date</b>	November 18, 2024
<b>Submitting Department</b>	Solid Waste Disposal
<b>Contact Name</b>	David Paine
<b>Contact Email &amp; Phone</b>	<a href="mailto:dpaine@spokanecity.org">dpaine@spokanecity.org</a> , 509-625-6878
<b>Council Sponsor(s)</b>	Wilkerson, Bingle, Klitzke
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Contract award for as needed grate block cleaning for the Waste to Energy Facility
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>Grate blocks are utilized in the two boilers at the Waste to Energy Facility to transport waste through the furnace while it is incinerated. Due to the high temperatures and continuous use, these blocks need removed from service for inspection and cleaning. Blocks that are found to be serviceable after inspection are cleaned and put back into use. Blocks that are beyond their useful life are sold as scrap.</p> <p>On Sep. 30, 2024 bidding closed on RFP 6193-24 for this grate block cleaning service. Wear-Tek, Inc. (Spokane, WA) was the only respondent. The contract award would be for five years from Jan. 1, 2025 through Dec. 31, 2029 with a total cost not to exceed \$210,000.00 plus tax (approx. \$42K annually). Some of the cost of this contract is offset by the sale of unusable grate blocks as scrap.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>Click or tap here to enter text.</u></p> <p>Current year cost:</p> <p>Subsequent year(s) cost:</p> <p><b>Narrative:</b> <u>This is a routine repair and maintenance service expense that was planned for in the Solid Waste Disposal budget.</u></p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Program revenue</p> <p>Is this funding source sustainable for future years, months, etc? Yes</p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.) Will produce revenue from blocks that are sold as scrap.</p>	
<p><b>Operations Impacts</b> (If N/A, please give a brief description as to why)</p> <ul style="list-style-type: none"> <li>What impacts would the proposal have on historically excluded communities? Public works services and projects are designed to serve all citizens and businesses. We strive to offer a consistent level of service to all, to distribute public investment throughout the community and to respond to gaps in services identified in various City plans.</li> </ul>	

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

N/A

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

Public Works follows the City's established procurement and public works bidding regulations and policies to bring items forward, and then uses contract management best practices to ensure desired outcomes and regulatory compliance.

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

This work is consistent with annual budget strategies to limit costs and approved projects in the 6-year CIP.

#### **Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.

Not applicable



**City of Spokane**  
**PERSONAL SERVICES AGREEMENT**  
**Title: AS-NEEDED CLEANING OF GRATE BLOCK CASTINGS**

This Agreement is made and entered into by and between the **CITY OF SPOKANE** as (“City”), a Washington municipal corporation, and **WEAR-TEK, INC.**, whose address is 8021 West Highway 2, Spokane, Washington 99224 as (“Company”), individually hereafter referenced as a “Party”, and together as the “Parties”.

*WHEREAS, the purpose of this Agreement is to provide 24-hour Turnaround Cleaning of Grate Block Castings and Containment and Return of Any Removed Materials for the Waste to Energy Facility; and*

*WHEREAS, the Company was selected through RFP 6193-24 issued by the City.*

*NOW, THEREFORE, in consideration of the terms, conditions, covenants and performance of the Scope of Work contained herein, the City and Company mutually agree as follows:*

**1. TERM OF AGREEMENT.**

The term of this Agreement begins on January 1, 2025, and shall run through December 31, 2029, unless amended by written agreement or terminated earlier under the provisions. The total Contract period shall not exceed five (5) years.

**2. TIME OF BEGINNING AND COMPLETION.**

The Company shall begin the work outlined in the “Scope of Work” (“Work”) on the beginning date, above. The City will acknowledge in writing when the Work is complete. Time limits established under this Agreement shall not be extended because of delays for which the Company is responsible, but may be extended by the City, in writing, for the City’s convenience or conditions beyond the Company’s control.

**3. SCOPE OF WORK.**

The General Scope of Work for this Agreement is described in Wear-Tek, Inc., - RFP 6193-24 Bid Response Summary dated October 1, 2024, which is attached as **Exhibit B** and made a part of this Agreement. In the event of a conflict or discrepancy in the Agreement documents, this City Personal Services Agreement controls.

The Work is subject to City review and approval. The Company shall confer with the City periodically, and prepare and present information and materials (e.g. detailed outline of completed Work) requested by the City to determine the adequacy of the Work or Company’s progress.

**4. COMPENSATION / PAYMENT.**

Total compensation for Company’s services under this Agreement shall not exceed **TWO HUNDRED**

**TEN THOUSAND AND NO/100 DOLLARS (\$210,000.00)**, plus sales tax if applicable, for everything furnished and done under this Agreement.

The Company shall submit its applications for payment to Spokane Solid Waste Disposal, 2900 South Geiger Blvd, Spokane, Washington, 99224. **Payment will be made via direct deposit/ACH** within thirty (30) days after receipt of the Company's application except as provided by state law. If the City objects to all or any portion of the invoice, it shall notify the Company and reserves the right to only pay that portion of the invoice not in dispute. In that event, the parties shall immediately make every effort to settle the disputed amount

#### **5. TAXES, FEES AND LICENSES.**

- A. Company shall pay and maintain in current status, all necessary licenses, fees, assessments, permit charges, etc. necessary to conduct the work included under this Agreement. It is the Company's sole responsibility to monitor and determine changes or the enactment of any subsequent requirements for said fees, assessments, or changes and to immediately comply.
- B. The cost of any permits, licenses, fees, etc. arising as a result of the projects included in this Agreement shall be included in the project budgets.

#### **6. CITY OF SPOKANE BUSINESS LICENSE.**

Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained a valid annual business registration. The Company shall be responsible for contacting the State of Washington Business License Services at [www.dor.wa.gov](http://www.dor.wa.gov) or 360-705-6741 to obtain a business registration. If the Company does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at (509) 625-6070 to request an exemption status determination.

**Subcontractor:** Subcontractor expenses will be reimbursed at the actual cost incurred and may not include a markup. Copies of all Subcontractor invoices that are rebilled to the City are required.

#### **7. SOCIAL EQUITY REQUIREMENTS / NON-DISCRIMINATION.**

No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Agreement because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Company agrees to comply with, and to require that all subcontractors comply with, federal, state and local nondiscrimination laws, including but not limited to: the Civil Rights Act of 1964, the Rehabilitation Act of 1973, the Age Discrimination in Employment Act, and the American's With Disabilities Act, to the extent those laws are applicable.

#### **8. INDEMNIFICATION.**

The Company shall defend, indemnify, and hold the City and its officers and employees harmless from all claims, demands, or suits at law or equity asserted by third parties for bodily injury (including death) and/or property damage which arise from the Company's negligence or willful misconduct under this Agreement, including attorneys' fees and litigation costs; provided that nothing herein shall require a Company to indemnify the City against and hold harmless the City from claims, demands or suits based solely upon the negligence of the City, its agents, officers, and employees. If a claim or suit is caused by or results from the concurrent negligence of the Company's agents or employees and the City, its agents, officers and employees, this indemnity provision shall be valid and enforceable to the extent of the negligence of the Company, its agents or employees. The Company specifically assumes liability and agrees to defend, indemnity, and hold the City harmless for actions

brought by the Company's own employees against the City and, solely for the purpose of this indemnification and defense, the Company specifically waives any immunity under the Washington State industrial insurance law, or Title 51 RCW. The Company recognizes that this waiver was specifically entered into pursuant to the provisions of RCW 4.24.115 and was the subject of mutual negotiation. The indemnity and agreement to defend and hold the City harmless provided for in this section shall survive any termination or expiration of this agreement.

## **9. INSURANCE.**

During the period of the Agreement, the Company shall maintain in force at its own expense, each insurance noted below with companies or through sources approved by the State Insurance Commissioner pursuant to Title 48 RCW:

A. **Worker's Compensation Insurance** in compliance with RCW 51.12.020, which requires subject employers to provide workers' compensation coverage for all their subject workers and Employer's Liability Insurance in the amount of \$1,000,000;

B. **General Liability Insurance** on an occurrence basis, with a combined single limit of not less than \$1,000,000 each occurrence for bodily injury and property damage. It shall include contractual liability coverage for the indemnity provided under this agreement. It shall provide that the City, its officers and employees are additional insureds but only with respect to the Company's services to be provided under this Agreement;

i. Acceptable supplementary Umbrella coverage in combination with Commercial General Liability policy shall be a minimum of \$2M in order to meet the minimum insurance coverages required under this contract; and

C. **Automobile Liability Insurance** with a combined single limit, or the equivalent of not less than \$1,000,000 each accident for bodily injury and property damage, including coverage for owned, hired and non-owned vehicles.

D. **Pollution Legal Liability Insurance** with a minimum coverage for Bodily Injury and Property Damage of not less than \$1,000,000 per occurrence and \$3,000,000 aggregate. Pollution Liability covers sums the Operator is legally obligated to pay as a result of emission, discharge, release or escape of any contaminants, irritants, or pollutants in or on land, the atmosphere, or any water course of body of water, provided this results in environmental damage.

There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without sixty (60) days written notice from the Company or its insurer(s) to the City. As evidence of the insurance coverage(s) required by this Agreement, the Company shall furnish acceptable Certificates Of Insurance (COI) to the City at the time it returns this signed Agreement. The certificate shall specify the City of Spokane as "Additional Insured" specifically for Company's services under this Agreement, as well as all of the parties who are additional insureds, and include applicable policy endorsements, the sixty (60) day cancellation clause, and the deduction or retention level. The Company shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

## **10. DEBARMENT AND SUSPENSION.**

The Company has provided its certification that it is in compliance with and shall not contract with individuals or organizations which are debarred, suspended, or otherwise excluded from or ineligible from participation in Federal Assistance Programs under Executive Order 12549 and "Debarment and Suspension", codified at 29 CFR part 98 (see Exhibit A).

#### **11. AUDIT.**

The Company and its subcontractor shall maintain for a minimum of three (3) years following final payment all records related to its performance of the Agreement. The Company and its subcontractors shall provide access to authorized City representatives, at reasonable times and in a reasonable manner to inspect and copy any such record. In the event of conflict between this provision and related auditing provisions required under federal law applicable to the Agreement, the federal law shall prevail.

#### **12. KEY PERSONS.**

The Company shall not transfer or reassign any individual designated in this Agreement as essential to the Work, nor shall those key persons, or employees of Company identified as to be involved in the Project Work be replaced, removed or withdrawn from the Work without the express written consent of the City, which shall not be unreasonably withheld. If any such individual leaves the Company's employment, the Company shall present to the City one or more individuals with greater or equal qualifications as a replacement, subject to the City's approval, which shall not be unreasonably withheld. The City's approval does not release the Company from its obligations under this Agreement.

#### **13. ASSIGNMENT AND SUBCONTRACTING.**

The Company shall not assign or subcontract its obligations under this Agreement without the City's written consent, which may be granted or withheld in the City's sole discretion. Any subcontract made by the Company shall incorporate by reference this Agreement, except as otherwise provided. The Company shall ensure that all subcontractors comply with the obligations and requirements of the subcontract. The City's consent to any assignment or subcontract does not release the Company from liability or any obligation within this Agreement, whether before or after City consent, assignment or subcontract.

#### **14. TERMINATION.**

Either party may terminate this Agreement, with or without cause, by ten (10) days written notice to the other party. In the event of such termination, the City shall pay the Company for all work previously authorized and performed prior to the termination date.

#### **15. STANDARD OF PERFORMANCE.**

The standard of performance applicable to Company's services will be the degree of skill and diligence normally employed by professional Companies performing the same or similar services at the time the services under this Agreement are performed.

#### **16. OWNERSHIP AND USE OF RECORDS AND DOCUMENTS.**

Original documents, drawings, designs, reports, or any other records developed or created under this Agreement shall belong to and become the property of the City. All records submitted by the City to the Company shall be safeguarded by the Company. The Company shall make such data, documents and files available to the City upon the City's request. If the City's use of the Company's records or data is not related to this project, it shall be without liability or legal exposure to the Company.

Under Washington State Law (reference RCW Chapter 42.56, the *Public Records Act* [PRA]) all materials received or created by the City of Spokane are **public records** and are available to the public for viewing via the City Clerk's Records (online) or a valid Public Records Request (PRR).

**17. ANTI KICK-BACK.**

No officer or employee of the City of Spokane, having the power or duty to perform an official act or action related to this Agreement shall have or acquire any interest in the Agreement, or have solicited, accepted or granted a present or future gift, favor, service or other thing of value from or to any person involved in this Agreement.

**18. MISCELLANEOUS PROVISIONS.**

- A. **Amendments/Modifications:** This Agreement may be modified by the City in writing when necessary, and no modification or Amendment of this Agreement shall be effective unless signed by an authorized representative of each of the parties hereto.
- B. The Company, at no expense to the City, shall comply with all laws of the United States and Washington, the Charter and ordinances of the City of Spokane; and rules, regulations, orders and directives of their administrative agencies and officers. Without limiting the generality of this paragraph, the Company shall comply with the requirements of this Section.
- C. This Agreement shall be construed and interpreted under the laws of Washington. The venue of any action brought shall be in a court of competent jurisdiction, located in Spokane County, Washington.
- D. **Captions:** The titles of sections or subsections are for convenience only and do not define or limit the contents.
- E. **Severability:** If any term or provision is determined by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Agreement shall not be affected, and each term and provision shall be valid and enforceable to the fullest extent permitted by law.
- F. **Waiver:** No covenant, term or condition or the breach shall be deemed waived, except by written consent of the party against whom the waiver is claimed, and any waiver of the breach of any covenant, term or condition shall not be deemed a waiver of any preceding or succeeding breach of the same or any other covenant, term of condition. Neither the acceptance by the City of any performance by the Company after the time the same shall have become due nor payment to the Company for any portion of the Work shall constitute a waiver by the City of the breach or default of any covenant, term or condition unless otherwise expressly agreed to by the City in writing.
- G. **Entire Agreement:** This document along with any exhibits and all attachments, and subsequently issued addenda, comprises the entire agreement between the City and the Firm. If conflict occurs between Agreement documents and applicable laws, codes, ordinances or regulations, the most stringent or legally binding requirement shall govern and be considered a part of this Agreement to afford the City the maximum benefits.
- H. **No personal liability:** No officer, agent or authorized employee of the City shall be personally responsible for any liability arising under this Agreement, whether expressed or implied, nor for any statement or representation made or in any connection with this Agreement.

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the parties have executed this Agreement by having legally-binding representatives affix their signatures below.

**WEAR-TEK, INC.**

**CITY OF SPOKANE**

By \_\_\_\_\_  
Signature Date

By \_\_\_\_\_  
Signature Date



\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

Attest:

Approved as to form:

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

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

**Attachments that are part of this Agreement:**

Exhibit A – Certificate Regarding debarment

Exhibit B – Wear-Tek, Inc - RFP 6193-24 Bid Response Summary dated October 1, 2024.

24-223

**EXHIBIT A**

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,  
INELIGIBILITY AND VOLUNTARY EXCLUSION**

1. The undersigned (i.e., signatory for the Subrecipient / Contractor / Consultant) certifies, to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - b. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
  - c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
  - d. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.
  
2. The undersigned agrees by signing this contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
  
3. The undersigned further agrees by signing this contract that it will include the following clause, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

1. The lower tier contractor certified, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
  
2. Where the lower tier contractor is unable to certify to any of the statements in this contract, such contractor shall attach an explanation to this contract.
  
4. I understand that a false statement of this certification may be grounds for termination of the contract.

Name of Subrecipient / Contractor / Consultant (Type or Print)	Program Title (Type or Print)
Name of Certifying Official (Type or Print)	Signature
Title of Certifying Official (Type or Print)	Date (Type or Print)

**EXHIBIT B**

### Bid Response Summary

**Bid Number** RFP 6193-24  
**Bid Title** 24-Hour Turnaround Cleaning of Grate Block Castings And Containment And Return Of Any Removed Materials  
**Due Date** Monday, September 30, 2024 1:00:00 PM [(UTC-08:00) Pacific Time (US & Canada)]  
**Bid Status** Closed to Bidding  
**Company** Wear-Tek, Inc.  
**Submitted By** Michael Summers - Wednesday, August 21, 2024 2:28:50 PM [(UTC-08:00) Pacific Time (US & Canada)]  
 msummers@wear-tek.com 5097474139  
**Comments**

#### Question Responses

Group	Reference Number	Question	Response
BACKGROUND			
	1	BACKGROUND. The City of Spokane Waste-to-Energy Facility (WTE) is located at 2900 S. Geiger Boulevard in Spokane, (adjacent to the Spokane International Airport). WTE operates a 24-hour/365 day per year environment and works under aggressive deadlines and schedules that require suppliers to provide high service levels. The WTE Facility is soliciting proposals for 24-Hour turnaround cleaning of grate block castings and containment and return of any removed materials, as needed with a company established and experienced in providing such services.	Acknowledged
	2	The WTEF utilizes two Babcock and Wilcox refuse fired boiler units each operating at 850 psig 825 F producing up to 114000 lbs/hr of steam per hour. The flue gas flows up from the furnace and thru a 33 pendant wide 20 tube deep super heater before entering a long flow generating bank. From the generator the flue gas flows thru a two unit Kentube horizontal tube economizer. Upon exiting the economizer the gas then flows down thru a seven story high spray dyer absorber before entering the fabric filter bag houses.	Acknowledged

3	<p>Historically, based on annual tonnage of Municipal Solid Waste (MSW) received at the WTEF, the WTEF conducts two scheduled maintenance-related outages per calendar year, of which one, or both, may be a Cold Iron outage.. A Cold Iron outage is normally a period of 5-12 days in which both boilers end up being taken off-line. A Non-Cold Iron outage is normally a period of 7-10 days in which one boiler remains on-line while the other boiler is taken off-line to be serviced for maintenance and then brought back on-line, at which time the other boiler is then taken off-line to be serviced for maintenance and then brought back on line. Should there be a shift in the annual MSW tonnage received; the WTEF may opt to schedule maintenance of one boiler at a time. Typically, outages occur the first week in May and November, but is subject to change.</p>	Acknowledged
4	<p>Casting cleaning services normally coincide with maintenance-related outages services. Grate blocks are removed from boiler(s) during maintenance-related services throughout the day on one day and are needed to be reinstalled during the next day; therefore it is imperative vendor shall provide 24 hour turnaround time; vendor may be required to make multiple pickups throughout the day as grate blocks become available upon being removed from boiler(s).</p>	Acknowledged
4.1	<p>An annual overall estimated quantity of grate castings that could require cleaning during a 12-month period based on maintenance-related outages occurring at various times during a 12-month period is a combined total of 1,000 more or less.</p>	
<p><b>SUBMISSIONS OF PROPOSALS</b></p>		
1	<p>Bid Responses shall be submitted electronically through the City of Spokane’s bidding portal: <a href="https://spokane.procurement.com">https://spokane.procurement.com</a> on or before the Due Date and time. Hard, e-mailed or faxed copies and/or late bids shall not be accepted.</p>	Acknowledged
2	<p>The City of Spokane is not responsible for bids electronically submitted late. It is the responsibility of the Bidder to be sure the bids are electronically submitted sufficiently ahead of time to be received no later than Bid Due Date.</p>	Acknowledged
3	<p>All communication between the Bidder and the City upon receipt of this bid shall be via the “Clarification Tab” within ProcureWare. Any other communication will be considered unofficial and non-binding on the City</p>	Acknowledged
4	<p>Failure by the Proposer to comply with any part of the RFP may result in rejection of the Proposal as non-responsive. The City also reserves the right, however, at its sole discretion to waive minor administrative irregularities</p>	Acknowledged

5	This RFP does not obligate the City to contract for services specified herein.	Acknowledged
6	The City also reserves the right to cancel or reissue the RFP in whole or in part, prior to final award of a contract.	Acknowledged
PERIOD OF PERFORMANCE		
1	PERIOD OF PERFORMANCE: Upon City Council approval, the proposed contract is estimated to begin January 1, 2025 going through December 31, 2029. The total contract period not to exceed five (5) years.	I agree and I acknowledge
SCOPE OF SERVICES		
1	Unless otherwise stated, the Contractor will be responsible for the furnishing of all labor, supervision, materials, tools, transportation, and other items of work and costs necessary for the proper performance and completion of the described Work. The apparent silence or omission as to any detail of any Work to be done or materials to be furnished and required for the proper performance of the Work, shall be regarded as meaning that the best general practice is to prevail, and that material and workmanship of the best quality are to be used, and interpretation of the scope of work shall be made upon this basis.	I agree and I acknowledge
2	Quantities are estimates only and are not to be construed as firm or guaranteed. Quantities, when used, are estimates only and are given for the purpose of comparing bids on a uniform basis. Quantities shall be bid on a more or less basis. Actual quantities may be more or less. Payment will only be made for actual services requested, performed, and accepted.	I agree and I acknowledge
3	Provide 24-hour turnaround cleaning of grate block castings, containing and returning any removed materials to include dust collector bag. Vendor shall upon notification from WTEF pickup palletized casting from the shipping and receiving section of the WTEF to enable the return of the cleaned casting, and contained removed material, within with 24 hours. Vendor may be required to make multiple picks-up throughout day as grate blocks become available upon being removed from boilers.	I agree and I acknowledge
4	Casting cleaning services normally coincide with maintenance-related outages services. Grate blocks are removed from boiler(s) during maintenance-related services throughout the day on one day and are needed to be reinstalled during the next day; therefore it is imperative vendor shall provide 24 hour turnaround time; vendor may be required to make multiple pickups throughout the day as grate blocks become available upon being removed from boiler(s).	I agree and I acknowledge

5	To ensure clear communication Vendor shall be in communication with WTEF Maintenance Manager at least one month prior to each scheduled outage date to ensure a clear communication as to actual calendar dates when cleaning services can be expected.	I agree and I acknowledge
6	Generic dimensions of fabricated gate block castings are approximately Length 21", Width 4", Height 5 3/4". Material is GX-80 (Pyro 7)	I agree and I acknowledge
7	Services shall include but not limited to: Pick up palletized Grate Blocks from WTE	I agree and I acknowledge
7.1	Services shall include but not limited to:-Clean Grate Block Castings utilizing appropriate equipment such as, shot blaster, chipping hammers, shot blasting and right angle grinders.	I agree and I acknowledge
7.2	Services shall include but not limited to: -Remove material from internal cavity and grind off protrusions	I agree and I acknowledge
7.3	Services shall include but not limited to: -Installing a new bag on Vendor's dust collector servicing the shot blaster prior to processing the Grate Blocks and then place any materials removed from the chipping operations in the bag. Bag with its contents shall be returned with the cleaned Grate Blocks for proper disposal.	I agree and I acknowledge
7.4	Services shall include but not limited to: -Repackage and return, within 24 hours or less.	I agree and I acknowledge
8	Any grate blocks that were cleaned and are not able to be put back in service and need to be scrapped, the awarded vendor shall provide an itemized Scrap Ticket depicting total pounds of scrap material, and the cost to be paid per scrap pound.	I agree and I acknowledge
8.1	Vendor must issue a check for scrap; not a credit memo.	I agree and I acknowledge
8.2	Make Check Payable To: City of Spokane Solid Waste Disposal.	I agree and I acknowledge
8.3	Send Check To: City of Spokane / Attn: Accounting/John Salstrom / 808 W Spokane Falls Blvd Spokane WA 99201	I agree and I acknowledge
8.4	Vendor must state Contract Number in remarks section of check.	I agree and I acknowledge
8.5	Vendor must ensure copy of Scrap Ticket accompanies Check.	I agree and I acknowledge
9	Vendor must ensure copy of Scrap Ticket accompanies the delivery of Clean Grate Block Casting.	I agree and I acknowledge
ACCEPTANCE PERIOD		
1	Proposals shall remain in effect for a minimum of ninety (90) calendar days from the due date for receipt of Proposals for acceptance by the City.	I agree and I acknowledge
RESPONSIVENESS		

1	Failure by the Proposer to comply with any part of the RFP may result in rejection of the Proposal as non-responsive. The City also reserves the right, however, at its sole discretion to waive minor administrative irregularities.	I agree and I acknowledge
<b>COSTS TO PROPOSE</b>		
1	The City will not be liable for any costs incurred by the Proposer in preparation of a Proposal submitted in response to this RFP, conduct of a presentation, or any other activities related to responding to this RFP.	I agree and I acknowledge
<b>EVALUATION PROCEDURE</b>		
1	Responsive Proposals will be evaluated based on the requirements stated in this solicitation. The evaluation process is designed to award this procurement not necessarily to the Vendor of least cost, but rather to the Vendor whose Proposal best meets the requirements of this RFP. The City, at its sole discretion, may elect to select the top-scoring firms as finalists for an oral presentation. COS WTE may contact the Proposer for clarification of any portion of the Proposer’s Proposal.	I agree and I acknowledge
<b>EVALUATION WEIGHTING AND SCORING</b>		
1	The following weighting and points will be assigned to the Proposal for evaluation purposes: Technical Proposal – 30%; Management Proposal – 30%; Cost Proposal – 40%.	Acknowledged
2	Technical Proposal – 30% ; Possible 60 points. Project Approach/Methodology 20 Points (Maximum); Quality of Work Plan 20 Points (Maximum) ; Project Schedule 10 Points (Maximum); Project Deliverables 10 Points (Maximum)	Acknowledged
3	Management Proposal – 30% ; Possible 60 points: Team Structure 10 Points (Maximum); Internal Controls 15 Points (Maximum); Staff Qualifications/Experience 15 Points (Maximum); Experience of the Firm 20 Points (Maximum)	Acknowledged
4	Cost Proposal – 40% Possible 80 Points. Cost Comparison: 75 Points (Maximum); Cost comparison, for the purpose of comparing bids on a uniform basis, we will using Proposer’s all-inclusive, total-cost-per-grate casting, that takes into account all cost the could be incurred to adhere to requirements and specification of RFP 6193-24. Scrap Per Pound: 5 Points (Maximum); Scrap Per Pound comparison, we will be comparing Proposer’s price paid per pound for scrap.	Acknowledged
<b>ACCEPTANCE / REJECTION OF PROPOSALS</b>		



1	Contract award, if made, will be to the Proposer submitting the most favorable Proposal. The City reserves the right at its sole discretion to reject any and all Proposals received without penalty and to not issue a contract from this RFP.	I agree and I acknowledge
PREPARATION OF PROPOSAL		
1	The Major Sections of the Proposal Submitted Proposals submitted shall include: (1) Letter of Submittal; (2) Technical Proposal; (3) Management Proposal; (4) Cost Proposal	Acknowledged
2	LETTER OF SUBMITTAL: To be considered a responsible bidder must provide the Letter of Submittal shall be signed and dated by a person authorized to legally bind the Vendor to a contractual relationship, e.g., the president or executive director if a corporation, the managing partner if a partnership, or the proprietor if a sole proprietorship. Along with introductory remarks, the Letter of Submittal is to include the following information about the Firm and any proposed subcontractors: (1) Name, address, principal place of business, telephone number, and fax number/e-mail address of legal entity or individual with whom contract would be written. (2) Legal status of the Firm (sole proprietorship, partnership, corporation, etc.). (3) Location of the facility from which the Firm would operate. (4) Identify any current or former City employees employed by or on the Firm's governing board as of the date of the Proposal or during the previous twelve (12) months. (5) Acknowledgement that the Firm will comply with all terms and conditions set forth in the Request for Qualifications and Proposals, unless otherwise agreed by the City.	Acknowledged
2.1	Proposer agrees and acknowledges compliance with Terms and Conditions as set forth in RFP document so named in the 'Documents' tab. If selected response was "Agreed with Exceptions Identified" include requested exception in proposal submittal on separate page and title as "Exception to Terms and Conditions". The City will consider and determine if exception will be accepted.	I Agreed and Acknowledge
2.1.1	Upload Exception to Terms and Conditions here, if applicable.	
2.1.2	ELIGIBILITY FOR CITY CONTRACTS: Section 18.09.050 of the Spokane Municipal Code states that the recipient of a City contract, award or purchase order shall certify that it is not knowingly or intentionally a nuclear weapons producer. The Proposer certifies that his/her firm is not a nuclear weapons producer.	I certify
2.2	Upload LETTER OF SUBMITTAL	Letter of Submittal_8-21-2024.pdf

3	<p>TECHNICAL PROPOSAL: To be considered a responsible proposer's Technical Proposal shall contain a comprehensive description of services including the following elements: 1. SERVICE APPROACH / METHODOLOGY – Include a complete description of the Vendor's proposed approach and methodology for the services. 2. WORK PLAN – Include the proposed tasks, activities, etc. necessary to accomplish the scope of the services. Convey sufficient detail to show the Vendor's knowledge of the subjects and skills necessary to successfully complete the services. Include any required involvement of City staff. The Vendor may also present any creative approaches that might be appropriate and may provide any pertinent supporting documentation. 3. PROJECT SCHEDULE. 4. PROJECT DELIVERABLES.</p>	Acknowledged
3.1	Upload Technical Proposal	Technical Proposal_8-21-2024.pdf
4	<p>MANAGEMENT PROPOSAL: To be considered a responsible proposer's Management Proposal shall contain a comprehensive description of the following elements: 1. TEAM STRUCTURE / INTERNAL CONTROLS - Provide a description of the proposed team structure. Include who within the firm will have prime responsibility and final authority for the work. 2. STAFF QUALIFICATIONS / EXPERIENCE – Identify staff who will be assigned to the potential contract, indicating their responsibilities and qualifications, and include the amount of time each will be assigned to the project. Identify staff who will be assigned to the potential contract, indicating their responsibilities and qualifications, and include the amount of time each will be assigned to the project. 3. EXPERIENCE OF THE FIRM - Indicate the experience the Vendor has in the area of the proposed contract work. 4. REFERENCES - List names, addresses, telephone numbers, and fax numbers/e-mail addresses of three (3) business references for whom work has been accomplished and briefly describe the type of service provided. The Vendor shall grant permission to the City to contact the references. Do not include current City staff as references. The City may evaluate references at the City's discretion.</p>	Acknowledged
4.1	Upload Management Proposal	Management Proposal_8-21-2024.pdf

5	COST PROPOSAL: The fee shall include all costs required to perform the services necessary to accomplish the objectives of the contract. Identify all costs including expenses to be charged for performing the services. List staff costs and any expenses necessary to accomplish the tasks and produce the deliverables under the contract. Vendors are required to collect and pay Washington state sales tax, if applicable.	Acknowledged
5.1	PICK UP POINT: Spokane Solid Waste Disposal, Waste To Energy Facility, WAREHOUSE, 2900 S Geiger Blvd, Spokane WA 9922. No freight allowed; responsibility of the awarded vendor.	I agree and I acknowledge
5.2	DELIVERY POINT: DELIVERY - F.O.B. Delivery Point: Spokane Solid Waste Disposal, Waste To Energy Facility, WAREHOUSE, 2900 S Geiger Blvd, Spokane WA 9922. No freight cost allowed; responsibility of the awarded vendor.	I agree and I acknowledge
5.3	Proposer understands that all FREIGHT TRANSPORTATION CHARGES are the responsibility of the awarded vendor.	I agree and I acknowledge
5.4	Sales Tax: Supplier acknowledges the City of Spokane is not a tax exempt entity and is therefore obligated to pay sales tax under Washington State law. Therefore, Vendor, should ensure sales tax is include as a separate line item on invoice(s)	I agree and I acknowledge
5.5	Proposer has read RFP 6193-24 and understands all requirements and specification and proposes to do the described work.	I agree and I acknowledge
5.5.1	Cost Proposal shall Proposer's all-inclusive, total-cost-per grate casting. Proposal's all-inclusive total cost per grate casting shall take into account all cost the could be incurred to adhere to requirements and specification of RFP 6193-24.	I agree and I acknowledge
5.5.2	Cost Proposal shall state Unit-Price-Per-Pound Vendor will pay for scrap.	I agree and I acknowledge
5.6	Upload Cost Proposal	Cost Proposal_8-21-2024.pdf
ADDENDA		
1	Bidder acknowledges receipt of ____ addenda and agrees that their requirements have been included in this bid proposal.	Yes
ADDITIONAL DOCUMENTS VENDOR WOULD LIKE TO UPLOAD		
1	VENDOR MAY UPLOAD ANY ADDITIONAL DOCUMENTS HERE	
2	VENDOR MAY UPLOAD ANY ADDITIONAL DOCUMENTS HERE	
3	VENDOR MAY UPLOAD ANY ADDITIONAL DOCUMENTS HERE	

<p>PROPRIETARY INFORMATION/PUBLIC DISCLOSURE</p>	<p>1</p> <p>Materials submitted in response to this competitive procurement shall become the property of the City. All received Proposals shall remain confidential until the award of contract recommendation has been filed with the applicable Council Committee or the City Clerk for City Council action. Thereafter, the Proposals shall be deemed public records as defined in RCW 42.56, "Public Records." Any information in the Proposal that the Proposer desires to claim as proprietary and thus exempt from disclosure under the provisions of existing state law, shall be clearly designated. Each page claimed to be exempt from disclosure must be clearly identified by the word "Confidential" printed on it. Marking the entire Proposal exempt from disclosure will not be honored. The City will consider a Proposer's request for exemption from disclosure; however, the City will make a decision predicated upon state law and regulations. If any information is marked as proprietary in the Proposal, it will not be made available until the affected Proposer has been given an opportunity to seek a court injunction against the requested disclosure.</p>	<p>Acknowledged</p>
<p>OWNERSHIP OF DOCUMENTS</p>	<p>1</p> <p>Any and all data, reports, analyses, documents, photographs, pamphlets, plans, specifications, surveys, films or any other material created, prepared, produced, constructed, assembled, made, performed or otherwise produced by the Firm or the Firm's subcontractors or consultants for delivery to the City under this Agreement shall be the sole and absolute property of the City. Such property shall constitute "work made for hire" as defined by U.S. Copyright Act of 1976, 17 U.S.C. § 101, and the ownership of the copyright and any other intellectual property rights in such property shall vest in the City at the time of its creation. Ownership of the intellectual property includes the right to copyright, patent, and register, and the ability to transfer these rights. Material which the Firm uses to perform this Agreement, but is not created, prepared, constructed, assembled, made, performed or otherwise produced for, or paid for, by the City is owned by the Firm and is not "work made for hire" within the terms of this Agreement.</p>	<p>Acknowledged</p>
<p>CITY OF SPOKANE BUSINESS REGISTRATION REQUIREMENT</p>		

1	Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained a valid annual business registration. The Bidder shall be responsible for contacting the State of Washington Business License Services at <a href="http://bls.dor.wa.gov">http://bls.dor.wa.gov</a> or 1-360-705-6741 to obtain a business registration. If the Bidder does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at (509) 625-6070 to request an exemption status determination.	Acknowledged
2	City of Spokane Business Registration Number	T12112911BUS
<b>PAYMENT REQUIREMENTS</b>		
1	Payment shall be made via direct deposit/ACH (except as provided by state law) after receipt of the goods/services ordered. A completed ACH application is required before a City order will be issued. If the City objects to all or any portion of an invoice, it shall notify the supplier and reserve the right to pay only that portion of the invoice not in dispute. In that event, all parties shall immediately make every effort to settle the disputed amount.	I agree and I acknowledge
2	INVOICING Invoice must be submitted to Spokane Solid Waste Disposal within 30 days of performing the work. • Invoices shall reference the invoice number and total quantities of casting cleaned, and COS WTE contact that approved services. • Invoices shall reference and list OPR #2024-XXXX. • Payment of invoices shall be contingent upon receipt of sufficient detail to permit identification of the services performed and compliance with contract conditions. Original invoices are required and shall not be approved for payment until all services per request have been satisfactorily performed. Invoices shall be emailed to <a href="mailto:mdorgan@spokanecity.org">mdorgan@spokanecity.org</a> .	
<b>PRICE ESCALATION</b>		
1	Price increases will not be considered before the end of the first 12 months of the Contract.	I agree and I acknowledge
2	Adjustments to pricing after contract commencement date, shall not produce a higher profit margin than that on the original contract, clearly identify the items impacted by the increase, and be accompanied by documentation acceptable to Spokane City sufficient to justify the requested increase. Spokane City will be the sole judge as to the acceptability of sources.	I agree and I acknowledge
3	A written request for a price adjustment will be submitted approximately sixty (60) calendar days in advance of a proposed effective date, or unless mutually agreed upon by vendor and City.	I agree and I acknowledge
4	An approved price increase will become effective after the approval of the increase.	I agree and I acknowledge

5	Approved price adjustments shall remain unchanged for at least 12 months thereafter unless due to extraordinary circumstances as documented by the Contractor and concurred with by the City.	I agree and I acknowledge
6	Approved price changes will be put into effect through the use of a change order to the Agreement. Price changes will not be retroactive	I agree and I acknowledge
7	Retroactive price increase adjustments will not be considered	I agree and I acknowledge
8	Failure to reach agreement on a request for an increase in price(s) can, at the sole option of the City, result in the termination of the Agreement for cause.	I agree and I acknowledge
<b>PRICE DECREASES</b>		
1	During the term of the contract, should the Contractor realize any declines at the manufacturer's level, or cost reductions, or enter into pricing agreements with other customers providing greater benefits or lower pricing, The Contractor shall immediately request that an amendment to the Contract to provide similar pricing to the City, if the contract with other customers offers similar usage quantities, and similar conditions impacting pricing. The Contractor shall immediately notify the City of any such contracts entered into by the Contractor. Price decreases may be considered and implemented at any time upon mutual consent of the parties	I agree and I acknowledge
<b>MOST FAVORABLE TERMS</b>		
1	The City reserves the right to make an award without further discussion of the Proposal submitted. Therefore, the Proposal should be submitted initially with the most favorable terms that can be proposed. There will be no best and final offer procedure. The City reserves the right to contact a Proposer for clarification of its Proposal.	I agree and I acknowledge
2	The Proposer should be prepared to accept this RFP for incorporation into a contract resulting from this RFP.	I agree and I acknowledge
<b>BIDDER INFORMATION</b>		
1	Please provide Individual's Name, Company Name, Address, Email Address & Phone Number for individual/company submitting proposal.	Mike Summers Wear-Tek, Inc. 8021 W Hwy 2 Spokane WA 99224 msummers@wear- tek.com 509-747- 4139
2	State Person, Phone Number, and Email Address to be contacted by the City regarding RFP.	Mike Summers 509- 747-4139 msummers@wear- tek.com

3	Provide the name, phone number, and email address for the person in your Company that would potentially sign a contract through the DocuSign process used by the City.	Mike Summers 509-747-4139 msummers@wear-tek.com
4	Successful Proposal will designate a representative who will be available during regular City business hours to serve as a primary contact for the City in the implementation of this service agreement. Enter representative's name, phone number, and Email Address.	Mike Summers 509-747-4139 msummers@wear-tek.com



Wear-Tek, Inc. - 8021 W Hwy 2 - Spokane, WA. 99224  
Phone: 509-747-4139 - Fax: 509-747-4113 - wear-tek.com

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Letter of Submittal: RFP 6193-24

Dated 8/21/2024

Wear-Tek, Inc.  
8021 W Hwy 2  
Spokane, WA. 99224  
Office: 509-747-4137  
Fax: 509-747-7113  
Email: msummers@wear-tek.com

Proposal for:

24-hour turnaround cleaning of grate block casting and containment and return any removed materials.

Wear-Tek agrees to comply with the terms as noted on the Question Response portion of the RFP 6193-24, section 2.2, bid package on the [spokane.procureware.com](http://spokane.procureware.com) site.

Submitted by:

Mike Summers  
General Manager

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Wear-Tek, Inc. - 8021 W Hwy 2 - Spokane, WA. 99224  
Phone: 509-747-4139 - Fax: 509-747-4113 - wear-tek.com

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Technical Proposal: RFP 6193-24 Section 3.1

Dated 8/21/2024

Wear-Tek, Inc.  
8021 W Hwy 2  
Spokane, WA. 99224  
Office: 509-747-4137  
Fax: 509-747-7113  
Email: msummers@wear-tek.com

Technical Proposal for:

24-hour turnaround cleaning of grate block casting and containment and return any removed materials.

Wear-Tek to provide...

- Pickup and delivery of grate castings from WTEF on Geiger Blvd.
- Clean castings with chipping hammers as needed.
- Clean all castings using shot blast machine.
- Grind, as needed, any portion of the casting that has a protrusion.
- Return any dust or debris collected during the cleaning process.

Submitted by:

Mike Summers  
General Manager

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Wear-Tek, Inc. - 8021 W Hwy 2 - Spokane, WA. 99224  
Phone: 509-747-4139 - Fax: 509-747-4113 - wear-tek.com

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Management Proposal: RFP 6163-24 Section 4.1

Dated 08/21/2024

Wear-Tek, Inc.  
8021 W Hwy 2  
Spokane, WA. 99224  
Office: 509-747-4137  
Fax: 509-747-7113  
Email: msummers@wear-tek.com

Management Proposal for:

24-hour turnaround cleaning of grate block casting and containment and return any removed materials.

Wear-Tek management structure:

Plant manager: Jake Reynolds, 16 years' experience.  
Production manager: Jesse Jester, 14 years' experience.

As a foundry, Wear-Tek has 24 plus years of experience in the manufacture of castings as well as the cleaning and grinding of castings. Wear-Tek has provided this service to the WTEF for the last 17 + years.

The production manager would coordinate with shipping and receiving as to when a load of castings would arrive, he would then schedule the work to be done and what shift would be used in order to complete the work in the agreed time frame.

Submitted by:

Mike Summers  
General Manager

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Wear-Tek, Inc. - 8021 W Hwy 2 - Spokane, WA. 99224  
Phone: 509-747-4139 - Fax: 509-747-4113 - wear-tek.com

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Cost Proposal: RFP 6193-24 Section 5.6

Dated 8/21/2024

Wear-Tek, Inc.  
8021 W Hwy 2  
Spokane, WA. 99224  
Office: 509-747-4137  
Fax: 509-747-7113  
Email: msummers@wear-tek.com

Cost Proposal for:

24-hour turnaround cleaning of grate block casting and containment and return any removed materials.

Wear-Tek to include in price...

Pickup and delivery of grate castings from WTEF, 2900 S Geiger Blvd.  
Clean castings with chipping hammers as needed.  
Clean all castings using shot blast machine.  
Grind, as needed, any portion of the casting that has a protrusion.  
Return any dust or debris collected during the cleaning process.  
Purchase scrap castings at \$0.15/lb.

Total cost per cleaning grate casting based on above definitions, \$34.50 each.

Submitted by:

Mike Summers  
General Manager

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To Whom it May Concern:

Attached please find the requested certificate. To comply with green standards, Alliant will no longer be mailing out hard copies of certificates.

Please provide Amber Comfort [Amber.Comfort@Alliant.com](mailto:Amber.Comfort@Alliant.com) with an email address to send certificates to moving forward.

Thank you.



< Business Lookup

### License Information:

[New search](#) [Back to results](#)

**Entity name:** WEAR-TEK, INC.

**Business name:** WEAR-TEK

**Entity type:** [Profit Corporation](#)

**UBI #:** 600-174-486

**Business ID:** 001

**Location ID:** 0001

**Location:** Active

**Location address:** 8021 W SUNSET HWY  
SPOKANE WA 99224-9019

**Mailing address:** 8021 W SUNSET HWY  
SPOKANE WA 99224-9019

**Excise tax and reseller permit status:** [Click here](#)

**Secretary of State status:** [Click here](#)

### Endorsements

Endorsements held at this location	License #	Count	Details	Status	Expiration date	First issuance date
<a href="#">Spokane General Business</a>	T12112911BUS			Active	Oct-31-2025	Oct-15-2012

### Governing People May include governing people not registered with Secretary of State

Governing people	Title
BAILEY, JEFFREY	
GREEN, RHONDA	
MICHAEL, SUMMERS T	
REYNOLDS, JACOB S	
REYNOLDS, WILLIAM	
UNDERHILL, ROBERT	

### Registered Trade Names

Registered trade names	Status	First issued
WEAR-TEK	Active	Feb-13-2002

The Business Lookup information is updated nightly. Search date and time: 10/16/2024 10:46:27 AM

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**Agenda Sheet for City Council:**

**Committee:** PIES **Date:** 11/18/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/20/2024

**Clerk's File #** OPR 2024-1047

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/02/2024

<b>Submitting Dept</b>	SOLID WASTE DISPOSAL	<b>Bid #</b>	RFQ 6261-24
------------------------	----------------------	--------------	-------------

<b>Contact Name/Phone</b>	DAVID PAINE 625-6878	<b>Requisition #</b>	CR 26924
---------------------------	----------------------	----------------------	----------

<b>Contact E-Mail</b>	DPAINE@SPOKANECITY.ORG		
-----------------------	------------------------	--	--

<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	BWILKERSON JBINGLE KKLITZKE		
---------------------------	-----------------------------	--	--

<b>Agenda Item Name</b>	4490 CONTRACT FOR COMPRESSOR RENTALS		
-------------------------	--------------------------------------	--	--

**Agenda Wording**

Contract with Atlas Copco, LLC (Arlington, WA) for the as-needed rental of compressors for the Waste to Energy Facility from Jan 1, 2025-Dec 31, 2025 and a total cost not to exceed \$150,000.00 plus tax.

**Summary (Background)**

Compressor rentals are required for the Waste to Energy Facility to support maintenance operations during scheduled/unscheduled outages, as well as support operations in the event of a compressor failure. RFQ 6261-24 was issued for these rental services and closed to bidding on Oct 30, 2024. Atlas Copco Rental, LLC was the only response received. The initial contract award will be for one year with the option of four (4) additional one-year renewals.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost	\$ 150,000.00
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Current Year Cost	\$ 150,000.00
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Subsequent Year(s) Cost	\$
-------------------------	----

**Narrative**

This is a routine repair and maintenance rental service expense that was planned for in the Solid Waste Disposal budget.

**Amount**

**Budget Account**

Expense	\$ 150,000.00	# 4490-44100-37148-54501-34002
Select	\$	#
Select	\$	#
Select	\$	#
	\$	#
	\$	#





## Continuation of Wording, Summary, Approvals, and Distribution

### Agenda Wording

### Summary (Background)

#### **Approvals**

##### Dept Head

AVERYT, CHRIS

##### Division Director

FEIST, MARLENE

##### Accounting Manager

ALBIN-MOORE, ANGELA

##### Legal

HARRINGTON,

##### For the Mayor

PICCOLO, MIKE

#### **Additional Approvals**

##### PURCHASING

NECHANICKY, JASON

#### **Distribution List**

Hiram Perez, hiram.perez@atlascoopco.com

mdorgan@spokanecity.org

jsalstrom@spokanecity.org

tprince@spokanecity.org

rrinderle@spokanecity.org

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Committee Date</b>	November 18, 2024
<b>Submitting Department</b>	Solid Waste Disposal
<b>Contact Name</b>	David Paine
<b>Contact Email &amp; Phone</b>	<a href="mailto:dpaine@spokanecity.org">dpaine@spokanecity.org</a> , 509-625-6878
<b>Council Sponsor(s)</b>	Wilkerson, Bingle, Klitzke
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Contract award for compressor rentals at the Waste to Energy Facility
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>Compressor rentals are required for the Waste to Energy Facility to support maintenance operations during scheduled/unscheduled outages, as well as support operations in the event of a compressor failure. RFQ 6261-24 was issued for these rental services and closed to bidding on October 30, 2024. Atlas Copco Rental, LLC (Arlington, WA) was the only response received and was determined to be a responsive and responsible bidder.</p> <p>The initial contract award will be for one year, from January 1, 2025 thru December 31, 2025 with the option of four (4) additional one-year renewals and a total cost not to exceed \$150,000.00 plus tax.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$150,000.00</u></p> <p>    Current year cost: \$150,000.00</p> <p>    Subsequent year(s) cost:</p> <p><b>Narrative:</b> <u>This is a routing repair and maintenance rental expense that was planned for in the Solid Waste Disposal budget.</u></p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Program revenue</p> <p>Is this funding source sustainable for future years, months, etc? Yes</p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts</b> (If N/A, please give a brief description as to why)</p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? Public works services and projects are designed to serve all citizens and businesses. We strive to offer a consistent level of service to all, to distribute public investment throughout the community and to respond to gaps in services identified in various City plans.</li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?</li> </ul>	

N/A

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

Public Works follows the City's established procurement and public works bidding regulations and policies to bring items forward, and then uses contract management best practices to ensure desired outcomes and regulatory compliance.

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

This work is consistent with annual budget strategies to limit costs and approved projects in the 6-year CIP.

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.

Not applicable



**CITY OF SPOKANE**  
**PURCHASED SERVICE CONTRACT**  
Title: **AS-NEEDED COMPRESOR RENTAL**

This Contract is made and entered into by and between the **CITY OF SPOKANE** as (“City”), a Washington municipal corporation, and **ATLAS COPCO RENTAL, LLC.**, whose address is 18930 66<sup>th</sup> Avenue NE, Arlington, Washington 98223-8702 as (“Company”), individually hereafter referenced as a “Party”, and together as the “Parties”.

*WHEREAS, the purpose of this Agreement is to provide As Needed Rentals (delivery and pickup and service if needed) of Diesel Operated: 100% Oil Free Compressor, Dryer, Associated Hoses and Fittings on Flad Bed Trailer for the Waste to Energy Facility; and*

*WHEREAS, the Company was selected through RFQ 6261-24 issued by the City.*

*NOW, THEREFORE, in consideration of the terms, conditions, covenants and performance of the Scope of Work contained herein, the City and Company mutually agree as follows:*

**1. PERFORMANCE/SCOPE OF WORK.**

The Company will do all work, furnish all labor, materials, tools, equipment, transportation, supplies, supervision, organization and other items of work and costs necessary for the proper execution and completion of the work described in the specifications entitled Rental: 100% Oil Free Compressor, Dryer, Associated Hoses and Fittings on Flad Bed Trailer, RFQ 6261-24, and Company’s Response to RFQ which is attached as Exhibit B. In the event of a conflict or discrepancy in the Contract documents, this City Purchased Service Contract controls.

**2. TERM OF CONTRACT.**

The term of this Contract begins on January 1, 2025, and shall run through December 31, 2025, unless amended by written agreement or terminated earlier under the provisions.

**3. TERMINATION.**

Either party may terminate this Contract, with or without cause, by ten (10) days written notice to the other party. In the event of such termination, the City shall pay the Company for all work previously authorized and performed prior to the termination date.

**4. COMPENSATION / PAYMENT.**

Total compensation for Company’s services annually under this Contract shall not exceed **ONE HUNDRED FIFTY THOUSAND AND NO/100 DOLLARS (\$150,000.00)**, plus sales tax if applicable, in accordance with Company’s Cost Proposal as set forth in Exhibit B, unless modified by a written amendment to this Contract. This is the maximum amount to be paid under this

Contract for the work described in Section 1 above and shall not be exceeded without the prior written authorization of the City in the form of an executed amendment to this Contract.

The Company shall submit its applications for payment to Spokane Solid Waste Disposal, 2900 South Geiger Blvd, Spokane, Washington, 99224. **Payment will be made via direct deposit/ACH** within thirty (30) days after receipt of the Company's application except as provided by state law. If the City objects to all or any portion of the invoice, it shall notify the Company and reserves the right to only pay that portion of the invoice not in dispute. In that event, the parties shall immediately make every effort to settle the disputed amount.

## **5. INSURANCE.**

During the period of the Contract, the Company shall maintain in force at its own expense, each insurance noted below with companies or through sources approved by the State Insurance Commissioner pursuant to RCW 48:

A. Worker's Compensation Insurance in compliance with RCW 51.12.020, which requires subject employers to provide workers' compensation coverage for all their subject workers and Employer's Liability Insurance in the amount of \$1,000,000;

B. General Liability Insurance on an occurrence basis, with a combined single limit of not less than \$1,000,000 each occurrence for bodily injury and property damage. It shall include contractual liability coverage for the indemnity provided under this Contract. It shall provide that the City, its officers and employees are additional insureds but only with respect to the Company's services to be provided under this Contract;

i Acceptable supplementary Umbrella coverage in combination with Commercial General Liability policy shall be a minimum of \$2,000,000 order to meet the minimum insurance coverages required under this contract;

C. Automobile Liability Insurance with a combined single limit, or the equivalent of not less than \$1,000,000 each accident for bodily injury and property damage, including coverage for owned, hired and non-owned vehicles; and

D. Property Insurance if materials and supplies are furnished by the Company. The amount of the insurance coverage shall be the value of the materials and supplies of the completed value of improvement. Hazard or XCU (explosion, collapse, underground) insurance should be provided if any hazard exists.

There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without thirty (30) days written notice from the Company or its insurer(s) to the City. As evidence of the insurance coverage(s) required by this Contract, the Company shall furnish acceptable Certificates of Insurance (COI) to the City at the time it returns this signed Contract. **The certificate shall specify the City of Spokane as "Additional Insured"** specifically for Company's services under this Contract, as well as all of the parties who are additional insureds, and include applicable policy endorsements, the thirty (30) day cancellation clause, and the deduction or retention level. The Company shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

## **6. INDEMNIFICATION.**

The Company shall defend, indemnify, and hold the City and its officers and employees harmless from all claims, demands, or suits at law or equity asserted by third parties for bodily injury

(including death) and/or property damage which arise from the Company's negligence or willful misconduct under this Contract, including attorneys' fees and litigation costs; provided that nothing herein shall require a Company to indemnify the City against and hold harmless the City from claims, demands or suits based solely upon the negligence of the City, its agents, officers, and employees. If a claim or suit is caused by or results from the concurrent negligence of the Company's agents or employees and the City, its agents, officers and employees, this indemnity provision shall be valid and enforceable to the extent of the negligence of the Company, its agents or employees. The Company specifically assumes liability and agrees to defend, indemnify, and hold the City harmless for actions brought by the Company's own employees against the City and, solely for the purpose of this indemnification and defense, the Company specifically waives any immunity under the Washington State industrial insurance law, or Title 51 RCW. The Company recognizes that this waiver was specifically entered into pursuant to the provisions of RCW 4.24.115 and was the subject of mutual negotiation. The indemnity and agreement to defend and hold the City harmless provided for in this section shall survive any termination or expiration of this Contract.

**7. TAXES, FEES AND LICENSES.**

A. Company shall pay and maintain in current status, all necessary licenses, fees, assessments, permit charges, etc. necessary to conduct the work included under this Contract. It is the Company's sole responsibility to monitor and determine changes or the enactment of any subsequent requirements for said fees, assessments, or changes and to immediately comply.

B. The cost of any permits, licenses, fees, etc. arising as a result of the projects included in this Contract shall be included in the project budgets.

**8. CITY OF SPOKANE BUSINESS LICENSE.**

Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained a valid annual business registration. The Company shall be responsible for contacting the State of Washington Business License Services at [www.dor.wa.gov](http://www.dor.wa.gov) or 360-705-6741 to obtain a business registration. If the Company does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at (509) 625-6070 to request an exemption status determination.

**9. SOCIAL EQUITY REQUIREMENTS / NON-DISCRIMINATION.**

No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Company because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Company agrees to comply with, and to require that all subcontractors comply with, federal, state and local nondiscrimination laws, including but not limited to: the Civil Rights Act of 1964, the Rehabilitation Act of 1973, the Age Discrimination in Employment Act, and the American's With Disabilities Act, to the extent those laws are applicable.

**10. DEBARMENT AND SUSPENSION.**

The Company has provided its certification that it is in compliance with and shall not contract with individuals or organizations which are debarred, suspended, or otherwise excluded from or ineligible from participation in Federal Assistance Programs under Executive Order 12549 and "Debarment and Suspension", codified at 29 CFR part 98.

**11. AUDIT.**

The Company and its sub-contractor shall maintain for a minimum of three (3) years following final payment all records related to its performance of the Contract. The Company and its sub-contractors shall provide access to authorized City representatives, at reasonable times and in a reasonable manner to inspect and copy any such record. In the event of conflict between this provision and related auditing provisions required under federal law applicable to the Contract, the federal law shall prevail.

**12. ASSIGNMENT AND SUBCONTRACTING.**

The Company shall not assign or subcontract its obligations under this Contract without the City's written consent, which may be granted or withheld in the City's sole discretion. Any subcontract made by the Company shall incorporate by reference this Contract, except as otherwise provided. The Company shall ensure that all subcontractors comply with the obligations and requirements of the subcontract. The City's consent to any assignment or subcontract does not release the Company from liability or any obligation within this Contract, whether before or after City consent, assignment or subcontract.

**13. STANDARD OF PERFORMANCE.**

The standard of performance applicable to Company's services will be the degree of skill and diligence normally employed by professional company performing the same or similar services at the time the services under this Contract are performed.

**14. OWNERSHIP AND USE OF RECORDS AND DOCUMENTS.**

Original documents, drawings, designs, reports, or any other records developed or created under this Contract shall belong to and become the property of the City. All records submitted by the City to the Company shall be safeguarded by the Company. The Company shall make such data, documents and files available to the City upon the City's request. If the City's use of the Company's records or data is not related to this project, it shall be without liability or legal exposure to the Company.

Under Washington State Law (reference RCW Chapter 42.56, the *Public Records Act* [PRA]) all materials received or created by the City of Spokane are **public records** and are available to the public for viewing via the City Clerk's Records (online) or a valid Public Records Request (PRR).

**15. ANTI KICK-BACK.**

No officer or employee of the City of Spokane, having the power or duty to perform an official act or action related to this Contract shall have or acquire any interest in the Contract, or have solicited, accepted or granted a present or future gift, favor, service or other thing of value from or to any person involved in this Contract.

**16. MISCELLANEOUS PROVISIONS.**

A. **Amendments/Modifications:** This Contract may be modified by the City in writing when necessary, and no modification or Amendment of this Contract shall be effective unless signed by an authorized representative of each of the parties hereto.

B. The Company, at no expense to the City, shall comply with all laws of the United States and Washington, the Charter and ordinances of the City of Spokane; and rules, regulations, orders and directives of their administrative agencies and officers. Without limiting the generality of this paragraph, the Company shall comply with the requirements of this Section.

C. This Contract shall be construed and interpreted under the laws of Washington. The venue of any action brought shall be in a court of competent jurisdiction, located in Spokane County, Washington.

D. **Captions:** The titles of sections or subsections are for convenience only and do not define or limit the contents.

E. **Severability:** If any term or provision is determined by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Contract shall not be affected, and each term and provision shall be valid and enforceable to the fullest extent permitted by law.

F. **Waiver:** No covenant, term or condition or the breach shall be deemed waived, except by written consent of the party against whom the waiver is claimed, and any waiver of the breach of any covenant, term or condition shall not be deemed a waiver of any preceding or succeeding breach of the same or any other covenant, term of condition. Neither the acceptance by the City of any performance by the Company after the time the same shall have become due nor payment to the Company for any portion of the Work shall constitute a waiver by the City of the breach or default of any covenant, term or condition unless otherwise expressly agreed to by the City in writing.

G. **Entire Contract:** This document along with any exhibits and all attachments, and subsequently issued addenda, comprises the entire Contract between the City and the Company. If conflict occurs between Contract documents and applicable laws, codes, ordinances or regulations, the most stringent or legally binding requirement shall govern and be considered a part of this Contract to afford the City the maximum benefits.

H. **No personal liability:** No officer, agent or authorized employee of the City shall be personally responsible for any liability arising under this Contract, whether expressed or implied, nor for any statement or representation made or in any connection with this Contract.

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the parties have executed this Contract by having legally-binding representatives affix their signatures below.

**ATLAS COPCO RENTAL, LLC.**

**CITY OF SPOKANE**

By \_\_\_\_\_  
Signature                      Date

By \_\_\_\_\_  
Signature                      Date

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Type or Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title



Attest:

Approved as to form:

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

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

**Attachments that are part of this Contract:**

Exhibit A – Certification of Debarment

Exhibit B - Company's Response to RFQ 6261 dated October 29, 2024.

24-241

**EXHIBIT A**

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,  
INELIGIBILITY AND VOLUNTARY EXCLUSION**

1. The undersigned (i.e., signatory for the Subrecipient / Contractor / Consultant) certifies, to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - b. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
  - c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
  - d. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.

2. The undersigned agrees by signing this contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.

3. The undersigned further agrees by signing this contract that it will include the following clause, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

**Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions**

1. The lower tier contractor certified, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
2. Where the lower tier contractor is unable to certify to any of the statements in this contract, such contractor shall attach an explanation to this contract.

4. I understand that a false statement of this certification may be grounds for termination of the contract.

<hr/> <b>Name of Subrecipient / Contractor / Consultant (Type or Print)</b>	<hr/> <b>Program Title (Type or Print)</b>
<hr/> <b>Name of Certifying Official (Type or Print)</b>	<hr/> <b>Signature</b>
<hr/> <b>Title of Certifying Official (Type or Print)</b>	<hr/> <b>Date (Type or Print)</b>

**EXHIBIT B**

**Bid Response Summary**

**Bid Number** RFQ 6261-24 (Re-bid)  
**Bid Title** Rental: 100% Oil Free Compressor, Dryer, Associated Hoses and Fittings on Flat Bed Trailer  
**Due Date** Wednesday, October 30, 2024 9:00:00 PM [(UTC-08:00) Pacific Time (US & Canada)]  
**Bid Status** Open for Bidding  
**Company** Atlas Copco Rental, LLC  
**Submitted By** Guillermo Garza - Wednesday, October 16, 2024 12:51:36 PM [(UTC-08:00) Pacific Time (US & Canada)]  
 guillermo.garza@atlascopco.com 303 222 5384  
**Comments**

**Question Responses**

Group	Reference Number	Question	Response
BACKGROUND AND PURPOSE			
	#1	The City of Spokane, Solid Waste Disposal, Waste To Energy Facility (COS WTE), is located at 2900 S. Geiger Blvd, Spokane WA 99224-5400. COS WTEF operates a 24-hour/365 day per year environment and works under aggressive deadlines and schedules that require vendors to provide high service levels. COS WTEF is initiating this Request For Quotes (RFQ) to solicit bids from firms interested in providing as-needed rentals (delivery/pickup and service if needed) of diesel operated: 100% Oil Free Compressor, Dryer, Air Receiver Tank, and Associated Hoses and Fittings on Flat Bed Trailer, in support of COS WTEF planned maintenance outages. It is imperative equipment is operational as malfunction of equipment will result in COS WTEF contactors not being able to adhere to schedule resulting in delays and incurred cost.	I agree and I acknowledge
SUBMISSION OF QUOTES			
	#1	Bid Responses shall be submitted electronically through the City of Spokane's bidding portal: <a href="https://spokane.procureware.com">https://spokane.procureware.com</a> on or before the Due Date and time mentioned above. Hard, e-mailed or faxed copies and/or late bids shall not be accepted.	Acknowledge

<p>#2</p>	<p>The City of Spokane is not responsible for bids electronically submitted late. It is the responsibility of the Bidder to be sure the bids are electronically submitted sufficiently ahead of time to be received no later than 9:00 a.m. Pacific Local Time, on the bid due date.</p>	<p>Acknowledge</p>
<p>#3</p>	<p>All communication between the Bidder and the City upon receipt of this bid shall be via the "Clarification Tab" within ProcureWare. Any other communication will be considered unofficial and non-binding on the City of Spokane.</p>	<p>Acknowledge</p>
<p>INTERPRETATION</p>		
<p>#1</p>	<p>If the Bidder discovers any errors, discrepancies, or omissions in the Bid specifications, or has any questions about the specifications, the Bidder must notify Purchasing in writing. Any addenda issued by the Purchaser will be incorporated into the contract or purchase order.</p>	<p>I agree and I acknowledge</p>
<p>WITHDRAWAL OF QUOTES</p>		
<p>#1</p>	<p>Bidders may make written request to Purchasing for withdrawal of a Quote prior to the scheduled Bid Due Date. Unless otherwise specified, no Quotes may be withdrawn for a minimum of ninety (90) calendar days after the bid due date.</p>	<p>I agree and I acknowledge</p>
<p>EVALUATIONS OF QUOTES</p>		
Empty section for Evaluations of Quotes		

<p>#1</p>	<p>Evaluation of Quotes Shall be based upon the following criteria, where applicable: A. The price, including sales tax and the effect of discounts. Price may be determined total cost quoting. B. The quality of the items quoted, their conformity to specifications and the purpose for which they are required. C. The Bidder's ability to provide prompt and efficient service and/or delivery. D. The character, integrity, reputation, judgment, experience and efficiency of the Bidder. E. The quality of performance of previous contracts or services. F. The previous and existing compliance by the Bidder with the laws relating to the contract or services. G. Uniformity or interchangeability. H. The energy efficiency of the product throughout its life. J. Any other information having a bearing on the decision to award the contract.</p>	<p>Acknowledged</p>
-----------	---	---------------------

QUOTING ERRORS

<p>#1</p>	<p>Unit pricing will prevail in the circumstance of unit and extension pricing discrepancies. When, after the opening and tabulation of Bids, a Bidder claims error, and requests to be relieved of award, he will be required to promptly present certified work sheets. The City will review the work sheets and if the City is convinced, by clear and convincing evidence, that an honest, mathematically excusable error or critical omission of costs has been made, the Bidder may be relieved of it Quote.</p>	<p>I agree and I acknowledge</p>
-----------	--	----------------------------------

REJECTION OF QUOTES

<p>#1</p>	<p>The City reserves the right to reject any or all Bids; to waive minor deviations from the specifications, to waive any informality in bids received, whenever it is in the City's best interest, and to accept or reject all or part of this Bid at prices shown.</p>	<p>I agree and I acknowledge</p>
-----------	--	----------------------------------

AWARD OF CONTRACT

<p>#1</p>	<p>Award of contract, when made, will be to the Bidder whose Bid is the most favorable to the City, taking into consideration price and the other evaluation factors. STATE CONTRACTS WHERE APPLICABLE WILL BE CONSIDERED AS A BID. The City Council shall make the award of contract. Unsuccessful Bidders will not automatically be notified of Bid results.</p>	<p>I agree and I acknowledge</p>
-----------	--	----------------------------------

PAYMENT

<p>#1</p>	<p>Award of contract, when made Payment will be made via direct deposit/ACH after receipt of the Contractor's application except as provided by state law. If the City objects to all or any portion of the invoice, it shall notify the Contractor and reserves the right to only pay that portion of the invoice not in dispute. In that event, the parties shall immediately make every effort to settle the disputed amount. Payment would only be made for actual items rented per current unit contract pricing.</p>	<p>I agree and I acknowledge</p>
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INVOICING

<p>#1</p>	<p>Invoices must be submitted to Spokane Solid Waste Disposal within 30 days after rental period. • All Invoices shall include type of rental items and quantities provided, total rental period, and applicable unit pricing per contract. • Invoices shall reference and list OPR #2024-XXXX. • Payment of invoices shall be contingent upon receipt of sufficient detail to permit identification of the rented items provided and compliance with contract conditions. Original invoices are required and shall not be approved for payment until all required and needed information has been provided. .Invoices shall be emailed to mdorgan@spokanecity.org.</p>	<p>I agree and I acknowledge</p>
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TERMS AND CONDITIONS

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#1	Bidder acknowledges that they have read and understand the Terms and Conditions Document in the "Documents" tab. If answer is "I don't agree and I don't acknowledge", include requested exception in proposal submittal on separate page and title as "Exception to Terms and Conditions". The City will consider and determine if exception will be accepted.	I don't agree and I don't acknowledge
#2	EXCEPTION: If you took exception above, upload here.	T&Cs Atlas Copco Rental LLC.pdf
#3	ELIGIBILITY FOR CITY CONTRACTS: Section 18.09.050 of the Spokane Municipal Code states that the recipient of a City contract, award or purchase order shall certify that it is not knowingly or intentionally a nuclear weapons producer. The Bidder certifies that his/her firm is not a nuclear weapons producer.	I certify
<b>BIDDER INFORMATION</b>		
#1	Please indicate the appropriate point of contact (including phone number and email) regarding this Bid and placement of orders if awarded. If these actions will not be managed by the same person, please explicitly specify all relevant contacts.	Rafael Garcia - Customer Service Manager NW (360) 899-2389 rafael.garciam@atlascope.com
#2	Provide the name, phone number, and email address for the person in your Company that would potentially sign a contract through the DocuSign process used by the City.	Hiram Perez - VP Business Controller 281-542-2583 hiram.perez@atlascope.com
#3	References are to be included with Bid Proposal forms. Bidder shall furnish names, addresses, telephone numbers, and email addresses of representatives of at least three companies/municipalities which have been continually using the product being bid for at least two years. If no references are completely applicable, provide two references which most nearly apply. References must be located in similar climates. Upload cover letter document.	We cannot provide any information from our customers because of the confidential / non-disclosure agreements with them, but we've rented to City of Spokane in the past.
#4	Bidders must submit cover letters stating qualifications for supplying specified items with the City of Spokane. Upload cover letter document.	Cover Letter Atlas Copco Rental.pdf



CITY OF SPOKANE  
 BUSINESS  
 REGISTRATION  
 REQUIREMENT

#1

Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained and being the holder of a valid annual business registration or temporary business registration as provided in this chapter. The supplier shall be responsible for contacting the State of Washington Business License Services at <http://bls.dor.wa.gov> or 1-360-705-6741 to obtain a business registration. If the supplier does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at 509-625-6070 to request an exemption status determination.

I agree and I acknowledge

#2

City of Spokane Business Registration Number

602634720-001-0003

PROPRIETARY  
 INFORMATION/PUBLIC  
 DISCLOSURE

	<p>PROPRIETARY LANGUAGE:                  Materials submitted in response to this competitive procurement shall become the property of the City. All received Proposals shall remain confidential until the award of contract recommendation has been filed with the applicable Council Committee or the City Clerk for City Council action. Thereafter, the Proposals shall be deemed public records as defined in RCW 42.56, "Public Records." Any information in the Proposal that the Proposer desires to claim as proprietary and thus exempt from disclosure under the provisions of existing state law, shall be clearly designated. Each page claimed to be exempt from disclosure must be clearly identified by the word "Confidential" printed on it. Marking the entire Proposal exempt from disclosure will not be honored. The City will consider a Proposer's request for exemption from disclosure; however, the City will make a decision predicated upon state law and regulations. If any information is marked as proprietary in the Proposal, it will not be made available until the affected Proposer has been given an opportunity to seek a court injunction against the requested disclosure</p>	<p>#1 I agree and I acknowledge</p>
<p>BIDDER PREQUALIFICATION</p>		
	<p>Prior to award of contract or purchase, Bidders shall be required to submit evidence of sufficient facilities, equipment, experience and financial ability to insure completion of the work, unless waived by the COS WTEF.</p>	<p>#1 I agree and I acknowledge</p>
<p>INSURANCE COVERAGE</p>		
	<p>INSURANCE. During the period of the Agreement, the Company shall maintain in force at its own expense, each insurance noted below with companies or through sources approved by the State Insurance Commissioner pursuant to Title 48 RCW:</p>	<p>#1 I agree and I acknowledge</p>

<p>#2</p>	<p>A. Worker's Compensation Insurance in compliance with RCW 51.12.020, which requires subject employers to provide workers' compensation coverage for all their subject workers and Employer's Liability Insurance in the amount of \$1,000,000.</p>	<p>I agree and I acknowledge</p>
<p>#3</p>	<p>B. General Liability Insurance on an occurrence basis, with a combined single limit of not less than \$1,000,000 each occurrence for bodily injury and property damage. It shall include contractual liability coverage for the indemnity provided under this Agreement. It shall provide that the City, its officers and employees are additional insureds but only with respect to the Company's services to be provided under this Agreement. i. Acceptable supplementary Umbrella insurance coverage combined with Company's General Liability insurance policy must be a minimum of \$1,000,000, in order to meet the insurance coverage limits required in this Agreement; and</p>	<p>I agree and I acknowledge</p>
<p>#4</p>	<p>C. Automobile Liability Insurance with a combined single limit, or the equivalent of not less than \$1,000,000 each accident for bodily injury and property damage, including coverage for owned, hired and non-owned vehicles.</p>	<p>I agree and I acknowledge</p>
Empty row for additional items		

<p>#5</p>	<p>There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without thirty (30) days written notice from the Company or its insurer(s) to the City. As evidence of the insurance coverage(s) required by this Agreement, the Company shall furnish acceptable Certificates of Insurance (COI) upon request by the City. The certificate shall specify the City of Spokane as "Additional Insured" specifically for Company's services under this Agreement, as well as all of the parties who are additional insureds, and include applicable policy endorsements, the thirty (30) day cancellation clause, and the deduction or retention level. The Company shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.</p>	<p>I agree and I acknowledge</p>
<p>ADDITIONAL ITEMS</p>		
<p>#1</p>	<p>The City of Spokane reserves the right to rent additional items at the quoted price. Supplier agrees to rent at the same price, terms and conditions.</p>	<p>Yes</p>
<p>INTERLOCAL PURCHASE AGREEMENTS</p>		
<p>#1</p>	<p>The City of Spokane has entered into Interlocal Purchase Agreements with other public Agencies pursuant to chapter 39.34 RCW. In submitting a response, the Proposer agrees to provide its services to other public Agencies at the same contracted price, terms and conditions it is providing to the City of Spokane, contingent upon the Firm's review and approval at the time of a requested contract. The Firm's right to refuse to enter into a contract with another public Agency at the time of request shall be absolute.</p>	<p>Yes</p>
<p>MINORITY BUSINESS ENTERPRISE</p>		
Empty section		

#1	Vendor (is ____, is not ____) a Minority Business Enterprise. A Minority Business Enterprise is defined as a "business, privately or publicly owned, at least 51% of which is owned by minority group members." For purpose of this definition, minority group members are Blacks, Hispanics, Asian Americans, American Indian or Alaskan Natives, or Women.	Is Not
SMALL BUSINESS		
#1	Vendor (is ____, is not ____) a small business concern. (A small business concern for the purpose of government procurement is a concern, including its affiliates, which is independently owned and operated, is not dominant in the field of operations in which it is bidding on government contracts, and can further qualify under the criteria concerning number of employees, average annual receipts, or other criteria as prescribed by the Small Business Administration).	Is Not
NON-COLLUSION		
#1	The Bidder certifies that his/her firm has not entered into any agreement of any nature whatsoever to fix, maintain, increase or reduce the prices or competition regarding the items covered by this RFQ	Certifies No Agreement Was Entered
ACCEPTANCE PERIOD		
#1	Bids must provide a minimum of ninety (90) days for acceptance by the City from the bid due date.	I agree and I acknowledge
CONTRACT PERIOD		
#1	The initial contract shall be for one year (1) year period beginning approximately January 1, 2025 through December 31, 2025.	I agree and I acknowledge
RENEWAL		
#1	Contract renewals or extensions shall be initiated at the discretion of the City and subject to mutual agreement. Resulting contract may be extended for four (4) additional one-year contract periods with the total contract period not to exceed five (5) years. Price increases must be submitted to the City for approval. The City may require backup documentation for such price increase.	I agree and I acknowledge

GENERAL INSTRUCTIONS		
#1	The Items to be furnished by the Bidder must be of the latest possible production.	I agree and I acknowledge
#2	Time is of the essence in the performance of this contract.	I agree and I acknowledge
#3	Successful bidder will designate a representative who will be available during regular City business hours to serve as a primary contact for the City in the implementation of this supply agreement and if any issues arise regarding rental products.	I agree and I acknowledge
#4	The City of Spokane reserves the right to accept or reject any variance from the published specifications and to award the Quote in a manner that is most advantageous to the continued efficient operation of the City.	I agree and I acknowledge
#5	The City reserves the right to accept or reject any part of or all Quotes and to accept the Quote deemed to be in the best interest of the City.	I agree and I acknowledge
#6	The City of Spokane reserves the option of awarding this purchase by item grouping or by any manner most advantageous for the City.	I agree and I acknowledge
#7	Bidder should be aware that Quotes may be rejected if all questions are not completely and correctly answered.	I agree and I acknowledge
SPECIAL INSTRUCTIONS - GENERAL		
#1	The COS WTE operates a 24-hour/365 day per year environment and works under aggressive deadlines and schedules that require suppliers to provide high service levels. Vendor must supply 24/7 contact information for troubleshooting and be able to provide a service technician within 8 hours to address any equipment failures.	I agree and I acknowledge

#2	The COS WTE normally performs two scheduled maintenance-related outages per calendar year, normally in the months of May and November. The average need for rental items is 7-14 days; regardless of outage type. A Cold Iron outage is normally a period of 12 days in which both boilers end up being taken off line. A Non-Cold Iron outage is normally a period of 7 days in which one boiler remains on line while the other boiler is taken off-line to be serviced for maintenance and then brought back on-line, at which time the other boiler is then taken off-line to be serviced maintenance and then be brought back on line.	I agree and I acknowledge
#3	If the product differs from the provisions contained herein, these differences must be explained in detail.	I agree and I acknowledge
#4	The omission of any standard feature described herein shall not void the bidder's responsibility to furnish a complete unit with all standard equipment of the manufacturer's latest model and design.	I agree and I acknowledge
#5	Federal and State laws governing this product and its final certification must be satisfied.	I agree and I acknowledge
#6	It shall be the Vendor's responsibility to conform to all Federal Standards for certification.	I agree and I acknowledge
#7	Delivery time shall be a consideration of awarding this contract. Therefore the City requests a completed delivery date as soon as possible after receipt any order placed against the resulting Contract award.	I agree and I acknowledge
#8	Any technical specifications and general provisions listed are the minimum acceptable requirements and failure to comply may be used as a basis for rejection of the RFQ.	I agree and I acknowledge
SPECIAL INSTRUCTIONS - SERVICE SCHEDULE		

#1	<p>To ensure clear communication Vendor shall be in communication with WTEF Maintenance Planner (Maintenance Supervisor as an alternate) at least one month prior to each of the two scheduled outage dates to ensure a clear communication as to actual calendar dates "and" time when rental items are to be delivered to WTEF; which are normally one day prior to the outage start date with an arrival time to WTEF around noon with enough diesel fuel to enable WTEF to conduct a test of the unit to ensure it is operational. The delivery day is to be considered a travel day and the rental period is to start the day after delivery to WTEF. The vendor shall provide point of contact and response time to enable servicing of equipment should equipment malfunction during rental period. Vendor shall also provide phone number to be called to stop the rental clock upon being called and to coordinate pickup of items.</p>	I agree and I acknowledge
#2	<p>Units are normally operated 24 hours a day for approximately seven-fourteen days per outage</p>	I agree and I acknowledge
#3	<p>WTEF Spokane reserves the right to change the dates of the work scope as needed</p>	I agree and I acknowledge
#4	<p>Vendors found to have "overstated" the true ability of their product shall reimburse the City for all costs incurred. These costs shall also include legal, rentals, travel, etc.</p>	I agree and I acknowledge
#5	<p>Any references herein to a particular make or model number are intended not to be restrictive, but to set forth an acceptable level of quality and design.</p>	I agree and I acknowledge
<p><b>TECHNICAL SPECIFICATIONS</b></p>		
#1	<p>The Vendor must be able to service any items rented by the City. Vendor shall provide 24/7 contact for troubleshooting during rental period and supply a repair technician within 8 hours of any equipment failure.</p>	I don't agree and I don't acknowledge
#1.1	<p>Successful bidder shall furnish warranty:</p>	<p>In case of a failure, we will do all in our hands to troubleshoot as soon as possible, our response to troubleshooting and warranty are explained in our T&amp;Cs, uploaded here on Section "Terms &amp; Conditions" clause # 2.</p>



#2	The awarded vendor would be responsible for providing the following items per a coordinated rental period:	Yes
#2.1	100% Oil Free Compressor PTS1600 or equivalent; Tier 4 Compliant. Performance: FAD - 1600 CFM @ 100PSIG. FAD - 1300 CFM @ 150 PSIG. Qty 1	I agree and I acknowledge
#2.2	100% Oil Free Dryer; 1600CFM. 150PSIG Rated Pressure. Qty 1	I agree and I acknowledge
#2.3	100% Oil Free 1000 Gal Air Receiver Tank. Min Rated Pressure 150PSIG. Qty 1	I agree and I acknowledge
#2.4	100% Oil Free 3"x 25' 100% Oil Free Air Hose. Estimated Qty 2 to 3	I agree and I acknowledge
#2.5	100% Oil Free 3" x 50' 100% Oil Free Air Hose. Estimated Qty 2 to 5	I agree and I acknowledge
#2.6	100% Oil Free GDB38 Double Spud Fitting of 3 inch. Qty 1	I agree and I acknowledge
#2.7	100% Oil Free GB38 Single Spud Fitting of 3 inch. Qty 1.	I agree and I acknowledge
#2.8	100% Oil Free Fitting T-Fitting with Isolation Valve. Qty 1.	I agree and I acknowledge
#2.9	Flat Bed Trailer 48'; standard. Qty 1	I agree and I acknowledge
#2.10	Vendor shall ensure the provided items are equipped with 110 volt engine block heaters for compressor warmth and 110 volt drain heaters on air dryer to prevent freeze up during operations in inclement weather. If "or equivalent" items are quoted, the vendor must provide documentation supporting items are equal.	I don't agree and I don't acknowledge
#2.11	Items Shall Be Configured on flatbed trailer from front of trailer to rear of trailer in the following order: Oil Free Air Compressor; 25' Air Hose; Air Dryer; 25' Air Hose; 1000 Gallon Air Receiver; 50' Air Hose*; GDB38 Fitting Double Spud Fitting; 50' Foot Air Hose*; GDB38 Fitting; *T Fitting with Isolation Valve it to go in the center of the last two hoses.	I agree and I acknowledge

<p>#2.12</p>	<p>If additional hoses required, configuration order on flatbed trailer from front of trailer to rear of trailer should be: Oil Free Air Compressor; 25' Air Hose; 25' Air Hose; 25' Air Hose; 50' Air Hose*; 50' Air Hose*; 50' Air Hose*; 50' Air Hose*; 50' Air Hose*; GDB38 Fitting; GDB38 Fitting Double Spud Fitting; Air Dryer; 1000 Gallon Air Receiver; *T Fitting with Isolation Valve it to go in the center of the last two hoses.</p>	<p>I agree and I acknowledge</p>
<p>#2.13</p>	<p>DELIVERY - F.O.B. Delivery Point : Spokane Solid Waste Disposal, Waste To Energy, 2900 S Geiger Blvd, Street, Spokane WA 99224.</p>	<p>I agree and I acknowledge</p>
<p>#2.14</p>	<p>PICK-UP FROM: FOB Delivery Point : Spokane Solid Waste Disposal, Waste To Energy, 2900 S Geiger Blvd, Street, Spokane WA 99224.</p>	<p>I agree and I acknowledge</p>
<p>#3</p>	<p>If "or equivalent" items are quoted, the vendor must provide documentation supporting.                  ***Please Note: Should Bidder Want To Add More Than One Document, ensure all documents are combined into a single document prior to uploading as bidder would only be able to upload one document here. The City will make final determination if rental products quote are equivalent and will be approved.</p>	<p>3421508_COMP_PTS1600T4F_OF_150PSI_USM_ENGLISH.pdf</p>
<p>#4</p>	<p>If "or equivalent" items are quoted, the vendor must provide documentation supporting.                  ***Please Note: Should Bidder Want To Add More Than One Document, ensure all documents are combined into a single document prior to uploading as bidder would only be able to upload one document here. The City will make final determination if rental products quote are equivalent and will be approved.</p>	<p>3434150_DRYER_AC_OF_1600CFM_150PSI_USM_ENGLISH.pdf</p>
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<p>#5</p>	<p>If "or equivalent" items are quoted, the vendor must provide documentation supporting.                  ***Please Note: Should Bidder Want To Add More Than One Document, ensure all documents are combined into a single document prior to uploading as bidder would only be able to upload one document here. The City will make final determination if rental products quote are equivalent and will be approved.</p>	<p>2024 License - WA - Spokane - Atlas Copco Rental LLC - 602634720-001-0003.pdf</p>
<p>#6</p>	<p>If "or equivalent" items are quoted, the vendor must provide documentation supporting.                  ***Please Note: Should Bidder Want To Add More Than One Document, ensure all documents are combined into a single document prior to uploading as bidder would only be able to upload one document here. The City will make final determination if rental products quote are equivalent and will be approved.</p>	
<p>ORIGINAL PRODUCT/EQUIPMENT MANUFACTURER</p>		
<p>#1</p>	<p>State name(s) and address(es) of Original Equipment Manufacturer (OEM) and distributors (if applicable) to be used in the production and delivery of rental products.</p>	<p>Atlas Copco Group (Sweden) Atlas Copco Rental LLC (USA) Atlas Copco Power Technique (Belgium) Atlas Copco Compressors (Belgium)</p>
<p>PCB CERTIFICATION</p>		
<p>#1</p>	<p>In accordance with SMC 7.06.172(A), the Bidder certifies that the products bid and to be supplied (to include product packaging) do not contain polychlorinated biphenyls (PCB's). Moreover and consistent with SMC 7.06.172(B), the City of Spokane, at its sole discretion, may require (at no cost to the City) the apparent successful bidder to provide testing data (prior to contract execution or issue of purchase order) from an accredited laboratory or testing facility documenting the proposed products and or product packaging polychlorinated biphenyl levels.</p>	<p>Yes</p>
<p>#2</p>	<p>As far as you know has this type product been tested for PCBs by a WA State accredited lab using EPA Method 1668c (or equivalent as updated)?</p>	<p>Don't Know</p>

#3	If so were PCBs found at a measurable level?	Don't Know
#4	As far as you know has this actual product been tested for PCBs by a WA State accredited lab using EPA Method 1668 (or equivalent as updated)?	Don't Know
#5	If so attach the results or note from whom the results can be obtained.	
#6	Do you have reason to believe the product contains measureable levels of PCBs?	No
#7	Do you have reason to believe the product packaging contains measurable levels of PCBs?	No
DELIVERY DEFAULT		
#1	The acceptance of late performance by the City shall not waive the right to claim damage for such breach nor constitute a waiver of the requirements for the timely performance of any obligations remaining to be performed by Vendor.	I don't agree and I don't acknowledge
#2	When rental items are not delivered within the terms and time frame established by the contract, City may procure comparable rentals from another source and Vendor will be required to pay any differences in cost.	I don't agree and I don't acknowledge
PRICING		
#1	Quantities when stated are estimates only and are not to be construed as firm or guaranteed. Quantities, when used, are estimates only and are given for the purpose of comparing bids on a uniform basis. Quantities shall be bid on a more or less basis. Actual quantities may be more or less.	I agree and I acknowledge
#2	The winning Vendor shall receive a Contract. As-needed rentals would be placed against the Contract throughout contract term, and any renewals. The City shall issue payment per each rental incurred based on the actual length of rental period and the actual quantities of item types rented based on current agreed unit pricing.	I agree and I acknowledge

#3	SALES TAX The City will apply applicable tax to Bidder's response when tabulating bids. Vendor acknowledges the City of Spokane is not a tax exempt entity and is therefore obligated to pay sales tax under Washington State law. Therefore, all submissions will be tabulated with the applicable sales tax rate whether that tax shall be charged through the supplier or paid by the City as use tax.	I agree and I acknowledge
#4	UNIT PRICE Should not include tax.	I agree and I acknowledge
#5	NON-ESCALATION: The Vendor's prices shall be firm throughout the first year of the contract period, 1/1/2025 through 12/31/2025, with NO provision for price increases unless specific provisions are proposed and agreed upon at time of contract renewal(s).	I agree and I acknowledge
#5.1	PRICING ADJUSTMENTS: Pricing can be requested on the anniversary of the award with justification.	I agree and I acknowledge
#5.1.1	Any proposed price increases must be fully documented and justified by the Vendor clearly identify the items impacted by the increase and be accompanied by documentation acceptable to Spokane City sufficient to justify the requested increase. The United States published indices such as the Producer Price Index (PPI), or other government data, may be referenced to help substantiate the Vendor's documentation.	I agree and I acknowledge
#5.1.2	All price adjustments must be agreed on by both parties. Vendor must request pricing adjustment in writing and cannot be applied retroactively to orders already placed with the Vendor. Price increases must apply to all or broad classes of customers and shall in no way single out the City of Spokane.	I agree and I acknowledge
#5.1.3	Adjustments to pricing shall be to not produce a higher profit margin.	I agree and I acknowledge
#5.1.4	Failure to reach agreement on a request for an increase in price(s) can, at the sole option of the City, result in the termination of the Agreement for cause.	Acknowledged

<p>#6</p>	<p>PRICING PAGE: Download "PRICING SHEET" From The Bids Documents Tab, Complete And Upload Here. Bidder must complete form to be considered a responsible bidder.</p>	<p>Pricing Page RFQ 6046-24.pdf</p>
<p>ADDITIONAL DOCUMENTS BIDDER WOULD LIKE TO UPLOAD</p>		
<p>#1</p>	<p>Should Bidder Want To Upload Upload Any Additional Document(s) Please Do So Here. ***Please Note: Should Bidder Want To Add More Than One Document, ensure all documents are combined into a single document prior to uploading as bidder would only be able to upload one document here.</p>	<p>2024 License - WA - Spokane - Atlas Copco Rental LLC - 602634720-001-0003.pdf</p>
<p>#2</p>	<p>Should Bidder Want To Upload Upload Any Additional Document(s) Please Do So Here. ***Please Note: Should Bidder Want To Add More Than One Document, ensure all documents are combined into a single document prior to uploading as bidder would only be able to upload one document here.</p>	
<p>#3</p>	<p>Should Bidder Want To Upload Upload Any Additional Document(s) Please Do So Here. ***Please Note: Should Bidder Want To Add More Than One Document, ensure all documents are combined into a single document prior to uploading as bidder would only be able to upload one document here.</p>	
<p>#4</p>	<p>Should Bidder Want To Upload Upload Any Additional Document(s) Please Do So Here. ***Please Note: Should Bidder Want To Add More Than One Document, ensure all documents are combined into a single document prior to uploading as bidder would only be able to upload one document here.</p>	

**PRICING PAGE (Must Be Submitted With Bid)**

RFQ 6064-24 Rental: 100% Oil Free Compressor, Dryer, Associated Hoses and Fittings on Flat Bed Trailer

Quantities on the pricing page are estimates only and are not to be construed as firm or guaranteed. Quantities, when used, are estimates only and are given for the purpose of comparing bids on a uniform basis. Quantities shall be bid on a more or less basis.

The City shall issue payment per each rental incurred based on the actual length of rental period and the actual quantities of item types rented based on current agreed unit pricing.

The Vendor's prices shall be firm throughout the contract period with NO provision for price increases unless specific provisions are proposed and agreed upon at time of contract renewal(s).

Qty	Items (Diesel Operated)	Min	Day	Week	4 Week
1	Equipment Trailer	\$ 381.00	\$ 381.00	\$ 989.00	\$ 2,670.00
1	Fuel Tank Double Wall 550 Gallon	\$ 193.00	\$ 193.00	\$ 500.00	\$ 1,350.00
1	Environmental Recover Fee	\$ 10.00	\$ 10.00	\$ 25.00	\$ 45.00

Qty	Items (Diesel Operated)	Per Rental								
1	Estimated Delivery Cost Per Rental	\$ 3,500.00								
1	Estimated Pick-up Cost Per Rental	\$ 3,500.00								

Qty	Items (Diesel Operated)	Day			Week			4 Week (Rate to be used for invoicing when most cost effective based on actual rental period incurred)		
		Single Shift	Double Shift	Unlimited	Single Shift	Double Shift	Unlimited	Single Shift	Double Shift	Unlimited
		8 Hrs. per day	16 Hrs. per day	> 16 Hrs. per day	40 Hrs. Wk.	80 Hrs. Wk.	> 80 Hrs. Wk.	160 Hrs. per Month	320 Hrs. per Month	> 320 Hrs. per Month
1	100% Oil Free Compressor PTS 961 or Equivalent; Tier 3 Compliant. If quoting equivalent ensure spec sheet was attached.	\$ 2,600.00	\$ 4,160.00	\$ 5,460	\$ 6,650.00	\$ 10,640.00	\$ 13,965.00	\$ 18,200.00	\$ 21,112.00	\$ 38,220.00
1	100% Oil Free Air Dryer 1600CFM. If quoting equivalent ensure spec sheet was attached.	\$ 941.00	\$ 941.00	\$ 941.00	\$ 2,445.00	\$ 2,445.00	\$ 2,445.00	\$ 6,600.00	\$ 6,600.00	\$ 6,600.00
1	Fuel Tank Double Wall 550 Gallon	\$ 193.00	\$ 193.00	\$ 193.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 1,350.00	\$ 1,350.00	\$ 1,350.00
1	100% Oil Free 1000 Gal Air Receiver Tank	\$ 350.00	\$ 350.00	\$ 350.00	\$ 820.00	\$ 820.00	\$ 820.00	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00
1	100% Oil Free 3" x 25' Air Hose	\$ 65.00	\$ 65.00	\$ 65.00	\$ 170.00	\$ 170.00	\$ 170.00	\$ 460.00	\$ 460.00	\$ 460.00
1	100% Oil Free 3" x 50' Air Hose	\$ 120.00	\$ 120.00	\$ 120.00	\$ 310.00	\$ 310.00	\$ 310.00	\$ 760.00	\$ 760.00	\$ 760.00
1	100% Oil Free GDB38 Fitting Double Spud Fitting	\$ 10.00	\$ 10.00	\$ 10.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 80.00	\$ 80.00	\$ 80.00
1	100% Oil Free GDB38 Single Spud Fitting	\$ 10.00	\$ 10.00	\$ 10.00	\$ 30.00	\$ 30.00	\$ 30.00	\$ 80.00	\$ 80.00	\$ 80.00
1	T Fitting w/Isolation Valve	\$ 20.00	\$ 20.00	\$ 20.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 140.00	\$ 140.00	\$ 140.00



**Atlas Copco Rental LLC**  
**Commercial Terms & Conditions**

**1. Quote Validity:** This quote expires in 30 days.

**2. Payment Terms:** Net 30 days from date of invoice.

**3. Transport:** Not included, unless specified above. Excess driver unloading and loading wait time charges may occur. If Atlas Copco Rental has to mobilize compressors from another site, we will require a purchase order. If the job is cancelled, all mobilization charges incurred shall be invoiced against the purchase order. Equipment reservations are subject to receipt of written order confirmation and Equipment availability upon receipt of order.

**4. Taxes & Fees:** Taxes are not included in any price or rate.

**5. On-site Services:** Not included, unless specified above. Upon request, Atlas Copco Rental can supply a fully trained service technician, mechanic, on-site operator, or electrician to maintain and/or service the leased equipment. Travel, lodging, and per diem costs will be billed as per specified above. Atlas Copco Rental shall need assistance from our Customer to ensure that our personnel are oriented with job-specific safety induction training, and able to bring their service trucks on site to perform services and repairs in a timely and efficient manner. The service technician will check the site and ensure the rental unit is properly and safely installed. If any of the following conditions are not met including: unit must be properly leveled on solid ground, all access points are easily accessible, all supply utilities are properly connected, boiler filled to proper operating level, pilot fuel source available, stub exhaust stack installed, all vents and air intakes unobstructed, blowdown piped to a point of safe discharge, site prepared to receive full-steam load; start-up maybe delayed or have to be rescheduled. All hourly rates are subject to a four (4) hour minimum.

**6. Boiler Start-up Services:** The Advanced and Standard Set-up Services include the following: setting combustion on primary fuel, verifying operation of all system components (boiler safety devices, operating controls BMS/CCS, fuel handling devices, feedwater equipment, water treatment equipment), preparing unit to export steam/hot water, and training site operators on standard operating practices. Atlas Copco Rental will not directly cause unit to export steam/hot water to a Customer's system, under any circumstance. Onsite boiler operators are solely responsible for steam/hot water once it leaves the rental unit and for operation and maintenance of the unit as detailed in the terms and conditions. A detailed service report will be provided once the start-up is complete. The report will include all items performed during start-up, including performance at all set points. Operator training logs will be kept and provided. All boilers, including rental boilers, require an operating certificate issued by a National Board certified boiler inspector. These certificates need to be renewed on an annual basis. Atlas Copco Rental provides additional Open, Clean, and Close (OCC) services to prepare the unit for inspection in compliance with National Board and ASME standards. Customer is responsible for coordinating the jurisdictional boiler inspection, including scheduling and payment.

**7. Billing Periods:** The daily rate will cover a 1 to 3 day rental period. After 3 days, the weekly rate will apply. The weekly rate will cover a minimum 7 day rental period. After 3 weeks, the monthly rate will apply. The monthly rate will cover a minimum 28 day rental period. Additional shift usage rates may apply on some Equipment based on hours of operation. Some specialized Equipment may have different minimum rental requirements. Refer to rental rates exhibit for details. For steam boiler and centrifugal equipment, rental rate is for unlimited usage. Rental month is twenty-eight (28) consecutive days. Minimum rental period is one (1) month. Unit is billed on a monthly basis only. No partial month rates apply to this rental.

**8. Overtime Charges:** For all Equipment which have meters to record hours of operation, the basic daily, weekly, 4-week rental entitles Customer to a maximum of one-shift use based on an 8-hour day, 40-hour week, 160 hours for 4 weeks. In the event that Equipment is used longer than the above-specified time for any period, rental charges shall be payable as follows:(a) the rate for a particular day on a daily rental where usage is between 8 to 16 hours, the rental rate shall be 1.6 x the daily rate for diesel and 1.4 x the daily rate for electric, and the daily rate where usage is in excess of 16 hours, the rental rate shall be 2.1 x the daily rate for diesel and 1.4 x the daily rate for electric; (b) the rate for a calendar week on a weekly rental where usage is between 40 to 80 hours, the rental rate shall be 1.6 x the weekly rate for diesel and 1.4 x the weekly rate for electric, and the weekly rate where usage is in excess of 80 hours, the rental rate shall be 2.1 x the weekly rate for diesel and 1.4 x the weekly rate for electric; (c) the rate for a 4 week period on a 4 week rental rate where usage is between 160 to 320 hours, the rental rate shall be 1.6 x the monthly rate for diesel and 1.4 x the monthly rate for electric, and the rate for a 4 week period on a 4 week rental rate where usage is in excess of 320 hours, the rental rate shall be 2.1 x the monthly rate for diesel and 1.4 x the monthly rate for electric.

**9. Refueling:** Diesel compressors will be delivered with 3/4 of a tank of #2 diesel fuel on board and must be returned with 3/4 of a tank of #2 diesel fuel or the Customer will be charged a refueling charge of \$ per gallon. Tier 4 Final diesel driven compressors take a special additive called DEF (Diesel Exhaust Fluid). The Customer is responsible to supply and add DEF when needed. If the DEF level drops past a certain point, the compressor will shut down. DEF should be available through local fuel or lubricants providers. When the Equipment is returned, in addition to the being returned 3/4 full of #2 diesel, DEF must also be filled to 100% capacity or the Customer will be charged a refueling charge \$ per gallon. Atlas Copco Rental offers a turn-key fuel solution whereby we will take over the responsibility of fueling our compressors. Please contact us for a quotation on this service. For boiler equipment, units will be delivered dry including the boiler, piping, feedwater tank, water treatment, and oil tank.

**10. Winter Conditions:** During cold weather conditions, it is imperative that the dryer either be located inside a heated building, or near a heat source to prevent the condensate drains from freezing. Failure to ensure this may result in damage to the dryer. During cold weather conditions, it is imperative that both heater plugs are plugged in at all times. Each heater requires a 15 amp 120 Volt breaker (2 circuit breakers per compressor). Additionally, we recommend that the Customer place skirting around the base (bottom of compressor to ground) of the compressor and put a heat source under it to prevent condensate drain from freezing.

**11. Service and Customer Responsibility:**

- (a) The Customer is responsible to supply and hookup any electrical power and discharge air as may be required to operate the equipment.
- (b) The Customer is responsible to keep the Equipment in a clean condition and free of any corrosive contaminants that may be found on their site as a direct or indirect result of the operation. All Equipment must be placed on a stable, hard level ground.
- (c) Site conditions, cooling water requirements, electrical requirements, and discharge air requirements will all be confirmed with the Customer by an Atlas Copco Rental specialist, prior to shipping. The Customer is responsible for checking and filling the fluid levels including oil on all machines.

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(d) For centrifugal compressors, Atlas Copco Rental will supply a fully trained service technician to commission and decommission the centrifugal compressor on Customer's site. There will be a minimum of 3 days for set up and 3 days for teardown. Our service technician rates, travel, and per diem costs will be as per specified above. The Customer is responsible to provide a crane for the loading and unloading. The Customer is responsible to supply the cooling water supply and return at the rated flow. If cooling water is not available, a portable system can be supplied by Atlas Copco Rental, upon request, with additional charges.

(e) For nitrogen generators, Atlas Copco Rental will supply a fully trained service technician to commission and decommission the nitrogen generator on Customer's site. There will be a minimum of 1 day for set up and 1 day for teardown. Our service technician rates, travel, and per diem costs will be as per specified above.

(f) For Air Compressor Rentals, Customer will, at Customer's expense, perform daily observations of the oil level, Diesel Exhaust Fluid ("DEF") level, where applicable, and the fuel level and add oil, DEF and fuel of the specified and approved types as necessary to maintain the oil, DEF and fuel levels within the proper ranges.

**12. General Terms & Conditions:** The attached General Terms and Conditions for the rental of the Equipment of Atlas Copco Rental LLC, are an integral part of the offer and will be applied.

**13. Remittance:**

**Mail Address:**

Atlas Copco Rental LLC  
Dept. 3243, PO Box 123243  
Dallas, TX 75312

**Courier Address:**

Atlas Copco Rental LLC,  
Box No. 893243  
1501 North Plano Rd, Suite 100  
Richardson, TX 75081

**Wire Transfer:**

Nordea Bank Finland – New York Branch  
1211 Ave of the Americas, 23rd Floor  
SWIFT: NDEAUS3N  
ABA Routing #: 026010786

**Final Beneficiary:**

Atlas Copco Rental  
2300 East Thirteenth Street  
Deer Park, TX 77536  
Account #: 8905413001

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**Atlas Copco Rental LLC**  
**General Rental Terms and Conditions**

**1. General.** As used herein, "Atlas Copco Rental" means Atlas Copco Rental LLC. "Customer" means the entity renting any compressor and/or other equipment (collectively "Equipment") from Atlas Copco Rental. This Rental Terms and Conditions document is hereinafter referred to as these "Rental Terms". **ATLAS COPCO RENTAL'S RENTAL OF EQUIPMENT TO CUSTOMER IS EXPRESSLY CONDITIONED ON CUSTOMER'S ASSENT TO THESE RENTAL TERMS. ANY CUSTOMER TERMS OR CONDITIONS THAT ADD TO, VARY FROM, OR CONFLICT WITH THESE RENTAL TERMS ARE HEREBY EXPRESSLY OBJECTED TO.** Any order to rent Equipment from Atlas Copco Rental shall constitute Customer's assent to these Rental Terms and/or any commercial terms contained in Atlas Copco Rental's quotation relating to the Equipment. In the event, a separate written agreement covering rental terms and conditions has been negotiated and agreed to in writing by authorized representatives of Atlas Copco Rental and Customer and such agreement is applicable to the particular rental, it shall take precedence (to the extent of inconsistencies) and these Rental Terms will be supplemental to such agreement. Quotations may be withdrawn by Atlas Copco Rental at any time before the receipt of Customer's acceptance.

**2. Rental Period.** Unless agreed otherwise in writing, the rental period will begin on the date of pick up by Customer or shipment of the Equipment from Atlas Copco Rental's facility and, unless sooner terminated as provided below, will continue in full force and effect for the minimum rental commitment period identified by Atlas Copco Rental in its written quotation or until the Equipment is returned at Atlas Copco Rental's facility during Atlas Copco Rental's normal business hours, whichever occurs later (the "Rental Period"). A daily rental is twenty-four (24) hours. A weekly rental is seven (7) consecutive days. A monthly rental is twenty-eight (28) consecutive days.

**3. Delivery and Return of Equipment.** Unless otherwise agreed in writing, Customer will: (a) be responsible for all freight-related costs in both directions, (b) unload the Equipment from the carrier and install the Equipment, (c) un-install and load the Equipment onto the carrier, (d) bear the risk of loss of Equipment during shipping and transportation, and (e) pay any and all applicable government fees and other ancillary charges related to transportation/delivery. Unless otherwise agreed in writing, Atlas Copco Rental will select the carrier of the Equipment in both directions. Customer must contact Atlas Copco Rental to request pick-up/return of the Equipment. In the event Customer returns the Equipment with less fuel than when the Equipment was delivered to Customer, Atlas Copco Rental may charge a refueling fee. In the event the Equipment is not returned in a reasonably clean condition, Atlas Copco Rental may charge a cleaning fee.

**4. Force Majeure.** If Atlas Copco Rental is not able to perform or is delayed due to any cause beyond its reasonable control (including but not limited to acts of God, strike or other concerted action of workmen, act or omission of any governmental authority, act of war or terrorism, an act of the public enemy, embargo, delays of carriers, or delays by Atlas Copco Rental's usual suppliers), the time of performance will be extended by the amount of time reasonably sufficient to make up for the delay.

**5. Limitation of Liability.** **UNDER NO CIRCUMSTANCES SHALL ATLAS COPCO RENTAL BE LIABLE FOR ANY CONSEQUENTIAL, INDIRECT, INCIDENTAL, OR SPECIAL DAMAGES (INCLUDING, BUT NOT LIMITED TO, LOSS OF PROFITS OR REVENUE, LOSS OF USE OF EQUIPMENT OR SERVICES, DOWNTIME COSTS, AND DELAY COSTS), EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES OR IF SUCH DAMAGES ARE FORESEEABLE. ATLAS COPCO RENTAL'S LIABILITY TO CUSTOMER UNDER ANY THEORY OF RECOVERY (ARISING FROM OR RELATED TO THE RENTAL, THE EQUIPMENT, THE SERVICE, AND/OR THE CONTRACT, INCLUDING, BUT NOT LIMITED TO, BREACH THEREOF) SHALL BE LIMITED TO THE AMOUNT OF MONEY RECEIVED BY ATLAS COPCO RENTAL FROM CUSTOMER FOR THE RENTAL OF THE PARTICULAR EQUIPMENT/SERVICE GIVING RISE TO THE CLAIM.** For purposes of this Section, the term "Atlas Copco Rental" means Atlas Copco Rental LLC, its affiliates, suppliers, and subcontractors, and their respective employees/agents.

**6. Warranty.** Customer acknowledges that the rented Equipment is in a **USED CONDITION**. Atlas Copco Rental warrants that the Equipment is delivered in a mechanically operable condition, and any services performed by Atlas Copco Rental will be performed in a workmanlike manner. If Equipment or services do not meet the above-stated warranties, Customer will promptly during the rental period notify Atlas Copco Rental in writing and Atlas Copco Rental will, at Atlas Copco Rental's option, replace or repair the defective Equipment and re-perform the defective portion of service. At Atlas Copco Rental's sole discretion, Atlas Copco Rental may provide a pro-rata refund in lieu of such repair or replacement or re-performance of service.

**THE ABOVE-STATED WARRANTIES ARE EXCLUSIVE AND IN LIEU OF ALL OTHER WARRANTIES (WRITTEN, ORAL, IMPLIED, OR OTHERWISE). ALL OTHER WARRANTIES, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTY OF MERCHANTABILITY AND ANY IMPLIED WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE ARE HEREBY EXPRESSLY DISCLAIMED.** Correction of non-conformities as provided above set forth the exclusive remedies with respect to the quality of or any defect in any Equipment or service.

**7. Customer Insurance Obligations - Commercial General Liability insurance, etc.** Customer shall at all times during the rental period, at its expense, have and maintain: (a) Commercial General Liability insurance in an amount not less than \$2,000,000 each occurrence for bodily injury and property damage; (b) Automobile Liability insurance in an amount of \$2,000,000 combined single limit each occurrence; (c) Worker's Compensation insurance in accordance with applicable statutory law; (d) Employer's Liability insurance in an amount not less than \$1,000,000 for bodily injury each accident or disease.

For each insurance policy, the insurer shall be a reputable insurance company and the coverage shall be primary, and non-contributory. In the event of a loss, Customer shall cooperate with Atlas Copco Rental and Customer's insurer in the investigation, prosecution and defense of any claim or suit and shall do nothing to impair or invalidate the applicable coverage. Customer's insurance obligations do not limit its ultimate liability under these Rental Terms.

**8. Customer Insurance Obligations - Insurance for the Equipment.** In addition to the insurance coverages stated above in Section 7, Customer

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shall at its expense insure the Equipment throughout the Rental Period with a reputable insurance company in an amount not less than the retail replacement value of the Equipment, which shall be determined by Atlas Copco Rental. At the time of rental, Customer must provide to Atlas Copco Rental a certificate of insurance evidencing insurance coverage for the Equipment and naming Atlas Copco Rental LLC as a loss payee and additional insured on said certificate. The coverage of the insurance shall include losses caused by theft, vandalism, fire, weather, Acts of God, acts or omissions of Customer, its employees or agents or third parties, contamination by radioactive substances, and other risk of loss customarily insured against in a commercial property loss policy. Coverage shall be primary and non-contributory. In the event of a loss, Customer shall cooperate with Atlas Copco Rental and Customer's insurer in the investigation, prosecution and defense of any claim or suit and shall do nothing to impair or invalidate the applicable coverage. Customer's insurance obligations do not limit its ultimate liability under these Rental Terms. If Customer fails to provide the above-stated certificate of insurance for the Equipment at the time of rental, Customer will be charged for the Reduced Risk of Equipment Loss Option ("RRELO") in accordance with Section 9 below.

**9. REDUCED RISK OF EQUIPMENT LOSS OPTION ("RRELO").** IF CUSTOMER FAILS TO PROVIDE THE ABOVE-STATED CERTIFICATE OF INSURANCE FOR THE EQUIPMENT AT THE TIME OF RENTAL, CUSTOMER WILL BE DEEMED TO HAVE ELECTED THE RRELO AND AGREES TO PAY THE ADDITIONAL CHARGES FOR THE RRELO IN ACCORDANCE WITH THIS SECTION. THE RRELO CHARGES WILL BE CHARGED ON THE RENTAL INVOICES. THE TOTAL CHARGES FOR THE RRELO WILL BE EQUAL TO FOURTEEN PERCENT (14%) OF THE TOTAL RENTAL CHARGES. CUSTOMER IS FULLY RESPONSIBLE FOR THE LOSS OF OR DAMAGE TO THE EQUIPMENT SUBJECT TO THE TERMS AND CONDITIONS OF THE RRELO PLAN. For further information on the RRELO plan, please visit the RRELO plan: <http://www.atlascopco.com/en-us/rental/terms-and-conditions>.

**10. Cancellation.** Atlas Copco Rental shall reserve the right to charge Customer for costs incurred for Customer's Equipment rental plus one week of rent if Customer cancels its order prior to the start of the Rental Period.

**11. Rental Rates; Payment; Fees.** The rental rates are indicated by Atlas Copco Rental in its written quotation. Unless otherwise agreed to in writing, if Atlas Copco Rental provides any service, service charges will apply. Any objections and disputes regarding invoices shall be made by the Customer within two (2) weeks of receipt of the invoice. Customer shall pay any undisputed invoices amounts Net 30 days after Atlas Copco Rental's invoice date, unless otherwise agreed in writing. Amounts past due will bear interest at a monthly rate of 1.5% (18% per annum) or the rate allowed by law, whichever is lower. Customer will pay all costs and expenses, including reasonable attorney's fees, incurred by Atlas Copco Rental in collecting overdue amounts from Customer. At Atlas Copco Rental's discretion and subject to availability of Equipment, Equipment may be substituted for similar Equipment at the same price agreed upon on the Quotation/Rental Order.

In the event Atlas Copco Rental's Equipment is not allowed into Customer's site during an agreed time for any reason beyond Atlas Copco Rental's control, Customer shall pay any expenses incurred by Atlas Copco Rental for wait time plus five percent (5%). It is expressly agreed that the rental rates are subject to a price escalation. Atlas Copco Rental shall provide Customer with thirty (30) day's written notice prior to any price escalation, which shall take effect on Customer's next billing cycle.

**12. Taxes.** Taxes are not included in any price or rate unless the price or rate specifically lists the tax as a line item. Customer is responsible for all applicable taxes (except any taxes on Atlas Copco Rental's income) and governmental fees. If sales tax, use tax, or other taxes in addition to any listed specifically as part of the stated price or rate are imposed on Atlas Copco Rental, Customer agrees to pay them or reimburse Atlas Copco Rental.

**13. Environmental Fees.** An environmental fee will be charged on all equipment containing fuel, oil, refrigerant, or other fluids, liquids, or gases that could have an environmental impact. Atlas Copco Rental charges an Environmental Fee in connection with the rental of certain machines. The Environmental Fee is not collected on behalf of any government agency. The Environmental Fee has been established by Atlas Copco Rental to offset its direct and indirect environmental-related expenses. The Environmental Fee (if any) shall be charged as follows: (a) Daily rentals: \$10 per day (per machine); (b) Weekly rentals: \$25 per week (per machine); (c) Monthly rentals: \$45 per month (per machine). These fee amounts are subject to change.

**14. Use and Maintenance/Access.** Customer will perform routine maintenance on the Equipment in compliance with Atlas Copco Rental's instructions, except for any specific maintenance that Atlas Copco Rental has agreed to perform in writing. Additional maintenance-related Customer responsibilities are set forth in Atlas Copco Rental's written quotation. Unless expressly agreed otherwise by Atlas Copco Rental, Customer may not perform Equipment repairs. Unless otherwise agreed upon in writing, Customer shall not make any alterations, additions, or improvements to the Equipment without Atlas Copco Rental's prior written consent. Customer may not install, store, operate, use, or maintain the Equipment improperly or in violation of any applicable law or regulation. Only properly trained authorized individuals, who are not under the influence of drugs or alcohol or otherwise impaired, may use, operate, and maintain the Equipment. Should the Equipment become unsafe, malfunction, or require repair, Customer must immediately cease the use and notify Atlas Copco Rental. Customer shall provide Atlas Copco Rental with necessary access to the Equipment to perform required maintenance and/or to swap out the Equipment for proscribed service. **IN THE EVENT CUSTOMER FAILS TO COMPLY WITH THE PROVISIONS OF THIS SECTION, CUSTOMER AGREES TO INDEMNIFY AND HOLD ATLAS COPCO RENTAL HARMLESS FROM AND AGAINST ANY AND ALL LIABILITY, LOSS, EXPENSES, AND DAMAGES ARISING FROM THE FAILURE AND TO REIMBURSE ATLAS COPCO RENTAL FOR ANY COSTS INCURRED TO REMEDY THE CONSEQUENCES OF SUCH FAILURE.**

**15. Site Safety.** Atlas Copco Rental and Customer acknowledge that if Atlas Copco Rental will be on Customer's site, each party will comply with all applicable Federal, State, and local health or safety laws and regulations. If Customer requests that Atlas Copco Rental comply with Customer's on-site health/safety programs or procedures, Atlas Copco Rental will comply with those safety programs or procedures that have been provided in advance with reasonable opportunity to review to the extent applicable to the scope of service.

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Neither party's safety-related obligations nor responsibilities under any law or regulation (including OSHA) will be transferred, in whole or in part, to the other party.

**16. Ownership of Equipment.** Customer acknowledges that the Equipment is the property of Atlas Copco Rental. Customer may not sub-rent, loan, assign, alter, or dispose of the Equipment. Customer may not tamper with, cover, remove, or deface any serial number, plate or marking (including but not limited to any Atlas Copco Rental logo) on the Equipment. The Equipment is, and will at all times remain, personal property regardless of its use or manner of attachment to any personal or real property. Customer will keep the Equipment free and clear of all liens, levies, and encumbrances. Atlas Copco Rental may, upon reasonable notice, inspect the Equipment during regular business hours.

**17. Remote Monitoring.** Atlas Copco Rental may install remote data monitoring devices for the Equipment, and/or use the Equipment's existing remote data monitoring devices (if any). Atlas Copco Rental (and/or certain authorized Atlas Copco Rental contractors) may at any time (but shall not be obligated to) monitor, access, view, and/or use the data for the purposes of monitoring the location of the Equipment, helping determine the condition and status of the Equipment, helping service scheduling, and/or potentially increasing overall customer service. Atlas Copco Rental shall use commercially reasonable efforts to prevent unauthorized disclosure of the data. Atlas Copco Rental reserves the right to terminate, suspend, and/or modify the remote monitoring at any time in whole or in part. Any remote monitoring is provided "AS IS" and "AS AVAILABLE", with no warranty of any kind. **ATLAS COPCO RENTAL HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES (EXPRESS, IMPLIED, AND OTHERWISE) RELATING TO REMOTE MONITORING, INCLUDING BUT NOT LIMITED TO WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE AND WARRANTIES OF MERCHANTABILITY.**

Without limiting the generality of the foregoing, Atlas Copco Rental hereby expressly disclaims all warranties regarding the reliability, accuracy, functionality, completeness, up-time, security, timeliness, and/or performance including but not limited with respect to any remote monitoring and/or any related software, hardware, technology, data, transmission, network, and application.

**18. Risk of Loss.** Customer shall bear the expense and responsibility for all risk of loss to the Equipment, at all times, including but not limited to, for unloading and reloading the Equipment at Customer's receiving point, during the Rental Period, and while in the Customer's care, custody, and control. Customer is solely responsible for and agrees to pay Atlas Copco Rental the full replacement value for replacing and/or repairing damage to the Equipment from any cause whatsoever, and further agrees to pay Atlas Copco Rental all expenses for loss of use (calculated at the relevant rental rate), claim administration fees, diminishment in value, towing, storage, or impound fees, and costs incurred by Atlas Copco Rental to recover the Equipment and establish damages, regardless of fault or negligence of the Customer or any person, and regardless if damages are the result of an Act of God. Quoted Transportation rates are best estimates and are subject to change. In addition, in the event of contamination by of the Equipment by a radioactive substance or any other substance which results in a full or partial loss of use of the Equipment, or, where applicable, if the Customer is unable to produce a certification that the Equipment is not contaminated, Customer shall be responsible for the full replacement value of the Equipment. Notwithstanding the foregoing, the Customer is not responsible for damage or loss to the Equipment to the extent that the same is caused by (a) a latent defect in the Equipment, (b) failure of Atlas Copco Rental to properly perform its agreed-upon maintenance on the Equipment, or (c) any act or omission of Atlas Copco Rental.

**19. Notice of Damage, Loss or Accident.** Accidents, loss, theft, damage or failure of the Equipment must be reported immediately by telephone and within 24 hours in writing to the Atlas Copco Rental facility where the Equipment was rented and to the public authorities (where required by law or by Atlas Copco Rental). Customer and its employees or agents must provide Atlas Copco Rental and the public authorities with complete information and assistance in the investigation and prosecution of any matter arising from the accident, loss, theft or damage, including the immediate delivery of every process, pleading or paper relating to any claims, suits and proceedings, and must cooperate with Atlas Copco Rental in all manners connected with any claims or suits. Customer shall be liable to Atlas Copco Rental for all loss or damage to the Equipment, while it is in the possession of Customer. Atlas Copco Rental will not waive any claim for loss or damage to the Equipment inherent in the use of the Equipment or resulting from intentional abuse or misuse of the Equipment by the Customer.

**20. Location of the Equipment.** Customer may not move the Equipment from Customer's address or location indicated in the rental agreement without prior written notice to Atlas Copco Rental. In no event may Customer move the Equipment outside the United States.

**21. Default.** Customer will be in default if Customer: (a) fails to pay any rent when due, (b) breaches any material term of these Rental Terms, (c) becomes insolvent or ceases doing business, or is designated as the debtor in a petition for bankruptcy filed by or against Customer, or (d) defaults on any other agreement with Atlas Copco Rental. In the event of Customer's default, Atlas Copco Rental may peaceably enter Customer's premises without legal process or liability to render the Equipment inoperable or remove the Equipment. Atlas Copco Rental may also terminate the rental agreement without notice to Customer and without prejudice to any other claims Atlas Copco Rental might have against Customer, and Customer will remain liable for any loss or damage to the Equipment notwithstanding the termination. Customer agrees to pay Atlas Copco Rental all monies due for the remainder of the rental term as liquidated damages and not as a penalty. Atlas Copco Rental's remedies provided herein are not exclusive but are cumulative to all other remedies existing by law and/or in equity.

**22. Intellectual Property.** No patents, copyrights, trademarks, or other intellectual property is being sold, assigned, or otherwise transferred to Customer. No drawings, designs, specifications, or anything else provided by Atlas Copco Rental will be deemed to be "work made for hire" as that term is used under the U.S. Copyright Act.

**23. Confidentiality.** In connection with the rental and/or performance hereunder, Atlas Copco Rental and Customer (as to information disclosed, the "Disclosing Party") may each disclose Confidential Information to the other party hereto (the "Receiving Party"). "Confidential Information" shall mean all information related to the business, products, or services of the Disclosing Party that is not generally known to the public, provided that the obligations of this paragraph shall not apply as to any portion of the Confidential Information which: (a) is or becomes

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generally available to the public other than as a result of disclosure by the Receiving Party, its representatives or its affiliates, or (b) has been or is subsequently independently developed by the Receiving Party, its representatives or affiliates, without reference to the Confidential Information, or (c) is required to be disclosed by law or valid legal process provided that the Receiving Party who intends to make such disclosure shall promptly notify the Disclosing Party in advance of such disclosure and reasonably cooperate in attempts to maintain the confidentiality of the Confidential Information. The Receiving Party agrees, except as otherwise required by law: (a) to use the Confidential Information only as authorized in these Rental Terms or as otherwise authorized in writing by the Disclosing Party to the Receiving Party, and (b) to take reasonable measures to prevent disclosure of the Confidential Information. Upon the Disclosing Party's request, the Receiving Party shall destroy or return to the Disclosing Party all copies of Confidential Information. If either party or any of their respective affiliates or representatives is required or requested by subpoena, interrogatories, or similar legal process to disclose any Confidential Information, such party agrees to provide the Disclosing Party with prompt written notice of such request, so that the Disclosing Party may seek an appropriate protective order or waive compliance by the Receiving Party with the provisions herein. This Section 23 survives any expiration/termination of the contract.

**24. Indemnity.** Customer shall indemnify, defend and hold Atlas Copco Rental harmless against all claims, losses, damages, actions, fines, penalties, costs, expenses, and liabilities of any nature whatsoever, including but not limited to negligence, bodily injury, death, tort, and strict liability, including but not limited to, attorney's fees, court costs, other costs of suit, loss profit, business interruption or other special or consequential damages, arising out of, relating to, or resulting from the Customer's use, operation and/or transportation of the Equipment or arising out of or in connection with the negligence or willful misconduct by Customer during the Rental Period, except to the extent caused solely by Atlas Copco Rental's gross negligence or intentional and willful misconduct. Customer's obligations contained in this Section shall not be limited by any insurance required of Customer. The duty to indemnify will continue in full force and effect notwithstanding the expiration or the early termination of the Agreement.

**25. Trade Compliance.** Any quotation is legally binding upon Atlas Copco Rental only after Customer has placed an order and received a written acceptance from Atlas Copco Rental. Atlas Copco Rental reserves the right to withdraw the quotation at any point in time.

By placing the order, Customer certifies that the items ordered will not be used for any purpose connected with chemical, biological or nuclear weapons, nor missiles capable of delivering such weapons, nor any other purpose prohibited by applicable law. Customer also confirms that the items ordered will not be sold or transferred, directly or indirectly, to Iran, North Korea, Syria, Russia, Belarus, Crimea or any contested region of Ukraine or Russia.

Furthermore, Customer certifies that customer will comply with applicable local and international foreign trade and customs requirements, as well as any embargos and other trade sanctions (collectively "Foreign Trade Obligations").

Customer will immediately notify Atlas Copco Rental in writing of any breach of this statement.

Atlas Copco Rental shall not be obligated to fulfill a binding order or agreement or any part thereof or related to it, nor liable for its non-fulfillment, if such fulfillment is prevented by any impediments arising out of Foreign Trade Obligations. Atlas Copco Rental also retains the right to terminate a binding order or agreement or any part thereof or related to it, with immediate effect and without prior notice, if fulfillment is prevented by any impediments arising out of any Foreign Trade Obligations.

Customer shall indemnify Atlas Copco Rental for any direct or indirect damages arising in consequence of any breach of this statement.

#### **26. Miscellaneous**

**26.1 THESE RENTAL TERMS CONTAIN THE ENTIRE AGREEMENT BETWEEN ATLAS COPCO RENTAL AND CUSTOMER WITH RESPECT TO THE TERMS AND CONDITIONS AND SUPERSEDE ANY PRIOR OR CONTEMPORANEOUS NEGOTIATIONS, COMMUNICATIONS, AND ORAL OR WRITTEN STATEMENTS REGARDING THIS SUBJECT MATTER.**

**26.2** This agreement cannot be superseded, amended, or modified except by an agreement signed by representatives of each party. In no event will any Customer-issued boilerplate/pre-printed purchase order or document be considered a negotiated agreement regardless of whether it is signed by Atlas Copco Rental.

**26.3** Neither party may assign or transfer the rental agreement in whole or in part without the prior written consent of the other party (which consent shall not be unreasonably withheld); any purported assignment in violation of this sentence will be void. Irrespective of the foregoing, Atlas Copco Rental may, without consent, assign the rental agreement to any of its affiliates and may use sub-contractors.

**26.4** The provisions of these Rental Terms are severable, and the invalidity or unenforceability of any provision hereof shall not affect the validity or enforceability of any other provision. In addition, if any provision of these Rental Terms (or portion thereof) is determined by a court to be unenforceable as drafted, the parties acknowledge that it is their intention that such provision (or portion thereof) shall be construed in a manner designed to effectuate the purposes of such provision to the maximum extent enforceable under applicable law.

**26.5** Neither party's failure to enforce, nor its waiver of a breach of, any provision contained in these Rental Terms shall constitute a waiver of any other breach or of such provision.

**26.6** All headings, captions, and numbering in these Rental Terms are for convenience of reference only and shall not be used to interpret any meaning of any terms or conditions.

**26.7** The validity, performance, and all other matters relating to the interpretation and effect of these Rental Terms, or the Agreement will be governed by the laws of the U.S. State in which Atlas Copco Rental's applicable rental facility is located (without regard to any conflict of laws principles).

**26.8** The parties are independent contractors under this agreement and no other relationship is intended including, without limitation, any partnership, franchise, joint venture, agency, employer/employee, fiduciary, master/servant relationship, or any other special relationship.

---

#### **Atlas Copco Rental North America**

Atlas Copco Rental  
10525 Havana Court  
Brighton, CO 80601

Telephone: (720) 418-1675  
Toll-free: 1(800) 736-8267  
<http://www.atlascopcorental.com>

**26.9** All rights and obligations contained in these Rental Terms, which by their nature or effect are required or intended to be kept, observed, or performed after the termination or expiration of the order/contract will survive and remain binding upon and for the benefit of the parties, their successors, and permitted assigns.

**26.10** The parties expressly, voluntarily, and unequivocally waive any right they may have to a jury trial and agree that all disputes, claims, and counterclaims relating to or arising from these Rental Terms shall be litigated or otherwise resolved without a jury.

**26.11** Customer shall reimburse Atlas Copco Rental for all charges, costs, expenses, and attorneys' fees incurred by Atlas Copco Rental: (a) in defending or protecting its interests in the Equipment; (b) in the execution, delivery, administration, amendment, and enforcement of these Rental Terms or the collection of any installment of rent under these Rental Terms; and (c) in any lawsuit or other legal proceeding to which these Rental Terms gives rise, including, but not limited to, actions in tort.

For Customers renting any steam Equipment, the following supplemental terms shall apply in addition to the Rental Terms. In the event of any inconsistency between the Rental Terms and the following terms, the steam Equipment terms below will control:

**1. Rental Period:** Rental rates are for unlimited usage. A rental month is twenty-eight (28) consecutive days. The minimum Rental Period shall be one (1) month. The Equipment shall be billed on a monthly basis only and no partial month rates shall apply.

**2. Additional Fees:** Unless otherwise agreed in writing, rental rate does not include installation, start-up, repair, or maintenance of Equipment. Customer shall be solely responsible for the interconnection of the Equipment with its existing facilities and the supply of all utilities, and any permits required for the installation and operation of the Equipment.

**3. Start-Up:** Cost for the start-up of Equipment is not included in rental rates. Customer may choose to start-up the Equipment at its own risk. However, any Equipment with a capacity greater than 10k pph requires start-up by Atlas Copco Rental or the limited Equipment warranty is null and void.

**4. Inspection and Acceptance:** Customer shall inspect the Equipment within five (5) days after delivery. Customer shall notify Atlas Copco Rental in writing within that period of any defects or other objections to the Equipment. If such notice is not provided, Customer will be conclusively presumed to have accepted the Equipment in good condition and repair.

**5. Waterside Scale and Corrosion:** Customer agrees to maintain sufficient and adequate boiler feedwater treatment and chemical control to prevent the formation of waterside scale and corrosion to the Equipment. Such treatment must be approved by Atlas Copco Rental in writing and/or Atlas Copco Rental shall receive a water sample for testing from Customer. Atlas Copco Rental shall have the right to inspect the Equipment for scale and/or corrosion during the Rental Period. If removal/treatment is necessary due to waterside scale and corrosion, it must be removed/treated at Customer's sole cost. Rent shall continue to be payable notwithstanding Atlas Copco Rental's exercise of its rights hereunder.

**6. Surrender of Equipment:** Customer, at the end of the Rental Period, agrees to completely drain and disconnect the Equipment unless otherwise agreed in writing.

**7. Damage to Returned Equipment:** Equipment will be inspected for damages, including scale and/or corrosion upon return to Atlas Copco Rental. If Customer damages the Equipment in any way during the Rental Period, Customer will be liable for the cost of the damage plus the prorated daily rental rate as direct damages for each day that the Equipment is undergoing repair and is unavailable for rental by Atlas Copco Rental. In the event of any damage or loss to the Equipment or any part thereof, caused by Customer or while in Customer's care and irrespective of payment from any insurance coverage maintained by the Customer, but applying full credit thereof, Customer shall pay the Stipulated Equipment Loss Value to Atlas Copco Rental upon receipt of invoice for such loss if the cost to place the Equipment in as good repair, condition, and working order as when received by the Customer exceeds one-half of the amount allocated in Agreement to the boiler.

**8. Property Owner Consent:** In the event that Customer is utilizing the Equipment on premises owned by others, Customer must obtain permission from the property owner to have said Equipment installed on the premises and it is recommended that Customer obtain the property owner's written consent for such use.

**9. Limited Equipment Warranty:** Any steam Equipment shall carry the following exclusive warranty: Atlas Copco Rental warrants that the Equipment is in good physical and mechanical condition and of the size, type, and capacity selected by Customer. Such warranty shall be in effect for six (6) months from the date the Equipment arrives at Customer's location. If Equipment does not meet the above-stated warranties, Customer shall promptly, during the warranty period, notify Atlas Copco Rental in writing and Atlas Copco Rental shall furnish replacement parts for any part that fails due to a manufacturing defect under normal use and maintenance for installation by an employee of Atlas Copco Rental or by an Atlas Copco Rental certified third-party contractor without charge to Customer for the parts only. Customer shall be responsible for shipping and handling charges for replacement parts. If, in Atlas Copco Rental's sole discretion, the Equipment is determined to be beyond repair, Atlas Copco Rental shall replace the Equipment within a reasonable time. Customer's only remedy during the time it takes to replace the Equipment shall be a credit of any Equipment rental fees for the period of time Customer did not have the Equipment due to replacement time. Any replacement Equipment provided shall be at Customer's sole cost and expense including, but not limited to, all shipping, removal, and installation costs and expenses. This limited Equipment warranty expressly excludes the effects of normal wear and tear, any labor costs, shipping and freight expenses, consumable items, and boiler refractory. Atlas Copco Rental's liability under this limited Equipment warranty shall cease if any maintenance, repairs, or replacement parts are provided for the Equipment by a third party not approved by Atlas Copco Rental and if any replacement or modification, tampering, or manipulation of the Equipment is made by Customer. Further, this limited Equipment warranty shall cease unless the Customer has operated and maintained the Equipment in strict compliance with the operating instructions and manuals, if any, provided with the Equipment.

**THE ABOVE-STATED WARRANTIES ARE EXCLUSIVE AND IN LIEU OF ALL OTHER WARRANTIES (WRITTEN, ORAL, IMPLIED, OR OTHERWISE),**

**Atlas Copco Rental North America**

Atlas Copco Rental  
10525 Havana Court  
Brighton, CO 80601

Telephone: (720) 418-1675  
Toll-free: 1(800) 736-8267  
<http://www.atlascopcorental.com>



**INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTY OF MERCHANTABILITY AND ANY IMPLIED WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE WHICH ARE HEREBY EXPRESSLY DISCLAIMED.**

Customer shall at all times cause the Equipment to be operated strictly in accordance with the manufacturer's and Atlas Copco Rental's instructions and manuals provided to Customer at the time of delivery and standard industry practice, by competent, qualified, and licensed (as applicable) personnel and in strict compliance with all governmental requirements. Customer shall be responsible for ascertaining that the Equipment is installed and operated in accordance with all code requirements and other federal, state, and local applicable laws, rules, regulations, and ordinances. Customer shall keep the Equipment in good repair and operating condition and return it in the same clean condition in which it was received, allowing only for reasonable wear and tear. Customer is fully responsible for inspecting the Equipment on a regular basis, regardless of if the Equipment includes Boiler Logix, and agrees to inform Atlas Copco Rental immediately of any known or suspected problems. Customer agrees to not make any modifications to the Equipment nor the programs in Boiler Logix without Atlas Copco Rental's direction and consent or such acts will void the Limited Equipment Warranty. Customer shall pay all expenses of operating, maintaining, and repairing the Equipment. In the event that the Equipment is stored outdoors, the Customer shall provide adequate protection from the elements.

Customer assumes all risks of all nature associated with the use and operation of the Equipment during the period of the Lease.

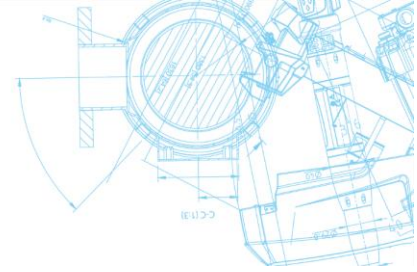
**Atlas Copco Rental North America**

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Brighton, CO 80601

Telephone: (720) 418-1675  
Toll-free: 1(800) 736-8267  
<http://www.atlascopcorental.com>

# PTS1600T4F OF 150PSI

100% Oil-Free Air Compressor  
(Diesel-Driven)



## General Specification

Capacity (@ 100psi)	1600 cfm / 45.3 m <sup>3</sup> per min
Pressure range	8 ~ 150 psig / 0.5 ~ 10.3 barg
Overall length	569 cm / 17 ft 8 in
Overall width	221 cm / 7 ft 3 in
Overall height	236 cm / 7 ft 9 in
Shipping weight (wet)	8260 kg / 18210 lb
Fuel tank capacity	158 gal / 600 liters
Fuel consumed @100% Load	21.2 gph / 80.2 lph
DEF tank capacity	67 gal / 255 liters
DEF consumption	5%
Sound pressure level	LPA: 114 dB(A) @ 23 ft / 7 m

## Features

- Risk free = 100% oil free
- TUV-certified ISO 8573-1 Class 0
- Engine over speed protection
- Automatic fire suppression system
- Integrated after-cooler
- Easy to transport and hookup
- Easy onsite maneuver (wheels)
- Superior engine OEM
- Auto-start
- iAccess, remote monitoring

## Optional Accessories

### Air Dryers

Eliminates condensation

### Nitrogen Generator

Produces on-site nitrogen gas from 95% to 99.5% purity

### Air Accessories

- Air receivers
- Air heaters
- After-coolers
- Filters
- Hoses
- Manifolds

### Miscellaneous

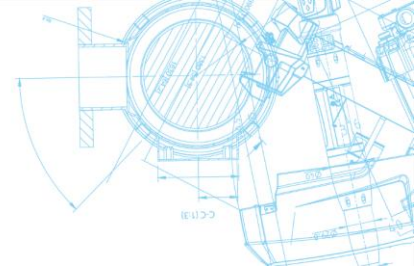
- Trailers
- Fuel tanks
- Operators
- Hot air





# DRYER-AC OF 1600CFM 150PSI

100% Oil-Free Air Dryer



## General Specification

Capacity	1600 cfm / 45.3 m <sup>3</sup> per min @100 psig
Minimum pressure	70 psig / 4.8 barg
Maximum pressure	150 psig / 10.3 bar
Dimensions (L x W x H)	8 ft x 6 ft 5 in x 8 ft 3 in / 244 x 196 x 252 cm
Minimum - Maximum inlet air temperature	7.5°F - 250°F / -13.6°C - 121°C
Aftercooler fan motor	Air driven
Shipping weight (wet)	5,000 lb / 2,268 kg
Electrical Input	120V, 1 PH, 60 Hz
In / out connections	3 in NPT (M)
Dew Point	-40 to -100°F / -40 to -73°C

## Features

Eliminates 99% of water condensation
Low pressure dewpoint
Fully integrated piping system
Specifically sized for rental oil-free compressors
Easy to transport and hookup
Forklift slots

## Optional Accessories

### Air Accessories

Air receivers  
After-coolers  
Hoses  
Manifolds

### Miscellaneous

Electrical cable  
Operator

*Atlas Copco*

Atlas Copco  
Rental

Customer: *City of Spokane*





**City of Spokane,**

Thank you for considering Atlas Copco Rental for your upcoming project.

Atlas Copco Rental is a worldwide leading provider of oil-free electric and diesel air compressors, dryers, nitrogen, steam boilers, and hot water rental equipment. We are committed to your sustainable productivity with our total solution capabilities, 24/7 service, state-of-the-art fleet and logistics management.

Our expert rental team can help you with equipment selection and setup configuration for your specific project. Our operations team will work with you to provide service and support to your project location. Regardless of project scale, you can rely on our large fleet size and network centers across North America to assist you with your project needs.

We are also pleased to announce that all of our 100% Oil-free air compressors have received the ISO 8573-1 Class Zero Certification. This is an independently lab tested classification, guaranteeing no oil in the air. Atlas Copco Rental has been granted triple certification to ISO 9001:2015, ISO 14001:2015 and ISO 45001:2018 for Quality, Environmental and Occupational Health & Safety Management by Lloyd's Register Quality Assurance (LRQA). This shows our commitment to the quality of our services, our care for the environmental impact of our operations and the health of our employees and customers.

We are pleased to submit the following proposal on Atlas Copco Rental's solutions for your consideration.

Yours sincerely,  
Guillermo Garza Oliver  
District Manager

---

**Atlas Copco Rental North America**

Atlas Copco Rental  
10525 Havana Court  
Brighton, CO 80601

Telephone: +1 7204181675  
Toll-free: 1(800) 736-8267  
<http://www.atlascopcorental.com>





STATE OF WASHINGTON

# BUSINESS LICENSE

Limited Liability Company

ATLAS COPCO RENTAL LLC  
18930 66TH AVE NE  
ARLINGTON WA 98223-8702

TAX REGISTRATION - ACTIVE

CITY/COUNTY ENDORSEMENTS:

SPOKANE GENERAL BUSINESS - NON-RESIDENT - ACTIVE  
ARLINGTON GENERAL BUSINESS #1022 - ACTIVE

REGISTERED TRADE NAMES:

ATLAS COPCO RENTAL LLC

Issue Date: May 10, 2024

Unified Business ID #: 602634720

Business ID #: 001

Location: 0003

Expires: May 31, 2025

This document lists the registrations, endorsements, and licenses authorized for the business named above. By accepting this document, the licensee certifies the information on the application was complete, true, and accurate to the best of his or her knowledge, and that business will be conducted in compliance with all applicable Washington state, county, and city regulations.

Director, Department of Revenue

UBI: 602634720 001 0003

ATLAS COPCO RENTAL LLC  
18930 66TH AVE NE  
ARLINGTON WA 98223-8702

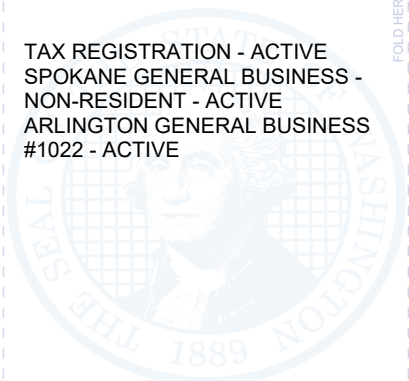
FOLD HERE

TAX REGISTRATION - ACTIVE  
SPOKANE GENERAL BUSINESS -  
NON-RESIDENT - ACTIVE  
ARLINGTON GENERAL BUSINESS  
#1022 - ACTIVE

STATE OF WASHINGTON

FOLD HERE

Expires: May 31, 2025



Director, Department of Revenue

## IMPORTANT!

### PLEASE READ THE FOLLOWING INFORMATION CAREFULLY BEFORE POSTING THIS LICENSE

#### General Information

Post this Business License in a visible location at your place of business.

If you were issued a Business License previously, **destroy the old one and post this one in its place.**

Login to My DOR at [dor.wa.gov](http://dor.wa.gov) if you need to make changes to your business name, location, mailing address, telephone number, or business ownership.

Telephone: 360-705-6741

#### Endorsements

All endorsements should be renewed by the expiration date that appears on the front of this license to avoid any late fees.

If there is no expiration date, the endorsements remain active as long as you continue required reporting. Tax Registration, Unemployment Insurance, and Industrial Insurance endorsements require you to submit periodic reports. Each agency will send you the necessary reporting forms and instructions.

For assistance or to request this document in an alternate format, visit <http://business.wa.gov/BLS> or call (360) 705-6741. Teletype (TTY) users may use the Washington Relay Service by calling 711.

BLS-700-107 (07/27/20)



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/21/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> MARSH USA, LLC. 1166 Avenue of the Americas New York, NY 10036 Attn: AtlasCopco.CertRequest@marsh.com	<b>CONTACT NAME:</b> _____ <b>PHONE (A/C, No, Ext):</b> _____ <b>E-MAIL ADDRESS:</b> _____ <b>FAX (A/C, No):</b> _____													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Zurich American Insurance Company</td> <td>16535</td> </tr> <tr> <td>INSURER B : Liberty Mutual Fire Insurance Company</td> <td>23035</td> </tr> <tr> <td>INSURER C : N/A</td> <td>N/A</td> </tr> <tr> <td>INSURER D : N/A</td> <td>N/A</td> </tr> <tr> <td>INSURER E : N/A</td> <td>N/A</td> </tr> <tr> <td>INSURER F : LM Insurance Corporation</td> <td>33600</td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Zurich American Insurance Company	16535	INSURER B : Liberty Mutual Fire Insurance Company	23035	INSURER C : N/A	N/A	INSURER D : N/A	N/A	INSURER E : N/A	N/A	INSURER F : LM Insurance Corporation
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CN102545447-ALL-GAWP-24-25      N/A      NO      ComLL														
<b>INSURED</b> Atlas Copco Compressors LLC 300 Technology Center Way, Suite 550 Rock Hill, SC 29730														

**COVERAGES**      **CERTIFICATE NUMBER:** NYC-011535576-06      **REVISION NUMBER:** 19

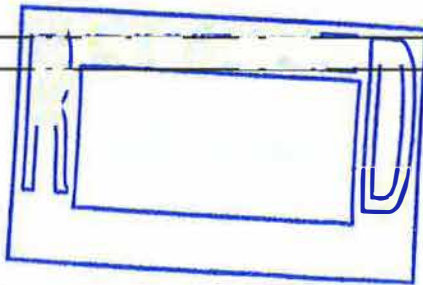
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: _____			GLO4967599-00	06/01/2024	06/01/2025	EACH OCCURRENCE \$ 5,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 5,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 5,000,000 \$
B	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			AS2-631-004250-424	06/01/2024	06/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED \$      RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
F	<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N	WA5-63D-004250-404 (AOS) WC5-631-004250-394 (WI)	06/01/2024 06/01/2024	06/01/2025 06/01/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 City of Spokane Solid Waste, its officers, and employees and the Architect are included as additional insured (except workers' compensation) where required by written contract as respects agreement with the Name Insured. Contractual Liability is included in General Liability subject to policy terms and conditions.

**CERTIFICATE HOLDER**

City of Spokane Solid Waste  
 2900 S. Geiger Blvd.  
 Spokane, WA 99224

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Marsh USA LLC*

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< Business Lookup

### License Information:

[New search](#) [Back to results](#)

**Entity name:** ATLAS COPCO RENTAL LLC

**Business name:** ATLAS COPCO RENTAL LLC

**Entity type:** [Limited Liability Company](#)

**UBI #:** 602-634-720

**Business ID:** 001

**Location ID:** 0003

**Location:** Active

**Location address:** 18930 66TH AVE NE  
ARLINGTON WA 98223-8702

**Mailing address:** 120 S CENTRAL AVE  
STE 350  
CLAYTON MO 63105-1705

**Excise tax and reseller permit status:** [Click here](#)

**Secretary of State status:** [Click here](#)

### Endorsements

Endorsements held at this location	License #	Count	Details	Status	Expiration date	First issuance date
<a href="#">Arlington General Business</a>	1022			Active	May-31-2025	May-01-2014
<a href="#">Spokane General Business - Non-Resident</a>				Active	May-31-2025	Oct-23-2014

### Governing People May include governing people not registered with Secretary of State

Governing people	Title
ATLAS COPCO NORTH AMERICA INC	

### Registered Trade Names

Registered trade names	Status	First issued
ATLAS COPCO RENTAL LLC	Active	Jun-20-2017

[View Additional Locations](#)

The Business Lookup information is updated nightly. Search date and time: 11/6/2024 11:29:08 AM

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**Agenda Sheet for City Council:**

**Committee:** Urban Experience **Date:** 11/11/2024

**Committee Agenda type:** Discussion

**Date Rec'd** 11/13/2024

**Clerk's File #** OPR 2024-1005

**Cross Ref #**

**Project #**

**Council Meeting Date:** 11/25/2024

<b>Submitting Dept</b>	HISTORIC PRESERVATION	<b>Bid #</b>	
------------------------	-----------------------	--------------	--

<b>Contact Name/Phone</b>	MEGAN 6543	<b>Requisition #</b>	
---------------------------	------------	----------------------	--

<b>Contact E-Mail</b>	MDUVALL@SPOKANECITY.ORG		
-----------------------	-------------------------	--	--

<b>Agenda Item Type</b>	Contract Item		
-------------------------	---------------	--	--

<b>Council Sponsor(s)</b>	JBINGLE ZZAPPONE KKLITZKE		
---------------------------	---------------------------	--	--

<b>Agenda Item Name</b>	0470 - INTERLOCAL AGREEMENT BETWEEN CITY OF SPOKANE AND SPOKANE		
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**Agenda Wording**

Preservation services have been a partnership between the City and County since the 1980s. This is a continuation of previous ILAs between the City of Spokane and Spokane County for preservation services. The agreement provides \$50,000 for 2025 and

**Summary (Background)**

Background/History: The Historic Preservation Office has been a joint City/County entity since its inception in the early 1980s. The Historic Preservation Office staffs the Spokane City/County Historic Landmarks Commission and provides staffing services to the County for historic preservation objectives. This is a continuation of previous ILAs between the City of Spokane and Spokane County for preservation services. The agreement provides \$50,000 for 2025 and increases by 2.5% each year

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$ 0

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

This is a revenue generating Interlocal Agreement between the City and County to staff the County's Historic Preservation Program. Our current annual allocation from the County is \$40,000 per year.

<b>Amount</b>	<b>Budget Account</b>
Revenue \$ 50,000 annually with 2.5% increase	# 0470 53610 99999 33772
Select \$	#
Select \$	#
Select \$	#
Select \$	#
Select \$	#





**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

and increases by 2.5% each year through 2030.

**Summary (Background)**

through 2030. This agreement would expand the period to 5 years from the current 3 years. The ILA is making its way through the Board of County Commissioners concurrently with the City's process, so funding amounts may change on the final contract.

**Approvals**

<b>Dept Head</b>	DUVALL, MEGAN
<b>Division Director</b>	MACDONALD, STEVEN
<b>Accounting Manager</b>	ORLOB, KIMBERLY
<b>Legal</b>	SCHOEDEL, ELIZABETH
<b>For the Mayor</b>	PICCOLO, MIKE

**Additional Approvals**


**Distribution List**

	mduvall@spokanecity.org
smacdonald@spokanecity.org	akiehn@spokanecity.org
klouden@spokanecity.org	korlob@spokanecity.org

## Committee Agenda Sheet

### Urban Experience Committee

<b>Committee Date</b>	11/11/24
<b>Submitting Department</b>	0470 – Historic Preservation
<b>Contact Name</b>	Megan Duvall
<b>Contact Email &amp; Phone</b>	<a href="mailto:mduvall@spokanecity.org">mduvall@spokanecity.org</a> ; 509-625-6543
<b>Council Sponsor(s)</b>	CM Zappone; CM Bingle; CM Klitzke
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested: 5 minutes
<b>Agenda Item Name</b>	Interlocal Agreement between City of Spokane and Spokane County for Preservation Services
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	<p><u>Background/History:</u> The Historic Preservation Office has been a joint City County entity since its inception in the early 1980s. The Historic Preservation Office staffs the Spokane City County Historic Landmarks Commission and provides staffing services to the County for historic preservation objectives. This is a continuation of previous ILAs between the City of Spokane and Spokane County for preservation services. The agreement provides \$50,000 for 2025 and increases by 2.5% each year through 2030. This agreement would expand the period to 5 years from the current 3 years. The ILA is making its way through the Board of County Commissioners concurrently with the City’s process, so funding amounts may change on the final contract.</p>
<p><b>*use the Fiscal Impact box below for relevant financial information</b></p>	
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$0</u></p> <p>    Current year cost:</p> <p>    Subsequent year(s) cost:</p>	
<p><b>Narrative:</b> <u>This is a revenue generating Interlocal Agreement between the City and County to staff the County’s Historic Preservation Program. Our current annual allocation from the County is \$40,000 per year.</u></p>	
<p><b>Funding Source</b>            <input type="checkbox"/> One-time    <input checked="" type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: Select Funding Source*</p> <p>Is this funding source sustainable for future years, months, etc? Yes, this would be a 5-year agreement</p>	
<p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.) This allows the Historic Preservation Office to pursue interlocal agreements with small cities in Spokane County, list properties in unincorporated county on the Spokane Register of Historic Places, and offer incentives to property owners who make significant improvements to those properties.</p>	
<p><b>Operations Impacts (If N/A, please give a brief description as to why)</b></p>	
<p>What impacts would the proposal have on historically excluded communities?</p>	

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

That specific data is not something that is collected by the Historic Preservation Department.

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

The Historic Preservation Office's primary responsibility is to protect historic properties and neighborhoods in Spokane and Spokane County. The more properties that are listed on the Spokane Register, the more ability we have to offer incentives that help keep those properties viable and in use. As we list additional properties, we increase our ability to protect Spokane's historic resources.

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

This is exclusively a contract to provide services to the unincorporated County and small communities.

**HISTORIC PRESERVATION INTERLOCAL AGREEMENT  
(January 1, 2025-December 31, 2029)**

**THIS AGREEMENT**, made and entered into by and between the **City of Spokane**, a Washington State municipal corporation, whose business address is 808 West Spokane Falls Boulevard, Spokane, Washington, 99201, hereinafter referred to as “CITY”, and the **County of Spokane**, a political subdivision of the State of Washington, having offices for the transaction of business at 1116 West Broadway Avenue, Spokane, Washington, 99260, hereinafter referred to as “COUNTY,” jointly hereinafter referred to as the "PARTIES."

**WITNESSETH:**

**WHEREAS**, it is the public policy of the federal government and state government to promote the designation, preservation, protection, enhancement and perpetuation of those structures, sites, districts, buildings, and objects which reflect outstanding elements of historic, archeological, architectural or cultural heritage for the enrichment of the citizens; and

**WHEREAS**, the City and County by joint resolution have created the Historic Landmarks Commission, which is responsible for the stewardship of historic properties in the City of Spokane, unincorporated areas of the County, and incorporated towns upon their request; and

**WHEREAS**, the purpose of this agreement is to continue the relationship between the City and the County in order to provide for historic preservation.

**NOW THEREFORE** the PARTIES agree as follows:

**SECTION NO. 1: PURPOSE**

The purpose of this Agreement is to set forth the PARTIES’ understanding of the terms and conditions under which the CITY through its Department of Historic Preservation will provide historic preservation services.

**SECTION NO. 2: SCOPE OF SERVICES**

Historic preservation services are outlined in the “Scope of Services” attached hereto as Attachment “A” and incorporated herein by reference. They include:

- Identifying and monitoring historic resources
- Providing community services
- Maintaining “certified status”

The scope of services and goals associated with each identified service will be revisited annually and modified as needed through mutual consent.

### **SECTION NO. 3: DURATION**

This Agreement shall be effective January 1, 2025 and run through December 31, 2029 unless terminated earlier by the PARTIES.

### **SECTION NO. 4: COMPENSATION/FINANCING**

The COUNTY'S funding toward the City Department of Historic Preservation and Landmarks Commission under this Agreement is as follows: January 1, 2025 to December 31, 2025 FIFTY THOUSAND DOLLARS (\$50,000), January 1, 2026 to December 31, 2026 FIFTY-ONE THOUSAND TWO HUNDRED AND FIFTY DOLLARS (\$51,250), and January 1, 2027 to December 31, 2027 FIFTY-TWO THOUSAND FIVE HUNDRED AND THIRTY ONE DOLLARS (\$52,531), January 1, 2028 to December 31, 2028, FIFTY-THREE THOUSAND EIGHT-HUNDRED FORTY FOUR DOLLARS (\$53,844), and January 1, 2029 to December 31, 2029, FIFTY-FIVE THOUSAND ONE HUNDRED AND NINETY DOLLARS (\$55,190) This amount may be reviewed annually and modified only by mutual agreement of the PARTIES.

### **SECTION NO. 5: PAYMENT**

Under this Agreement, the COUNTY shall pay the CITY FIFTY THOUSAND DOLLARS (\$50,000) in calendar year 2025 payable in equal semi-annual installments of TWENTY FIVE THOUSAND DOLLARS (\$25,000). In calendar year January 1, 2026 to December 31, 2026 FIFTY-ONE THOUSAND TWO HUNDRED AND FIFTY DOLLARS (\$51,250) payable in equal semi-annual installments of TWENTY FIVE THOUSAND SIX HUNDRED AND TWENTY FIVE DOLLARS (\$25,650). In calendar year January 1, 2027 to December 31, 2027 FIFTY-TWO THOUSAND FIVE HUNDRED AND THIRTY ONE (\$52,531) payable in equal semi-annual installments of TWENTY-SIX THOUSAND TWO HUNDRED SIXTY-FIVE DOLLARS (\$26,265.50). In calendar year January 1, 2028 to December 31, 2028, FIFTY-THREE THOUSAND EIGHT-HUNDRED FORTY FOUR DOLLARS (\$53,844) payable in equal semi-annual installments of TWENTY-SIX THOUSAND NINE HUNDRED TWENTY TWO DOLLARS (\$26,922). In calendar year January 1, 2029 to December 31, 2029, FIFTY-FIVE THOUSAND ONE HUNDRED AND NINETY DOLLARS (\$55,190) payable in equal semi-annual installments of TWENTY-SEVEN THOUSAND FIVE HUNDRED NINETY-FIVE DOLLARS (\$27,595).

The first semi-annual installment shall be due on or after July 1<sup>st</sup> of each of the set forth calendar years. The second semi-annual installment shall be due on or after December 31<sup>st</sup> of each of the set forth calendar years. The CITY shall bill the COUNTY for its second semi-annual installment no later than January 15<sup>th</sup> of the following year.

The CITY shall make a request for payment to the County's representative with payment due within thirty (30) days after receipt of the CITY's request. At the sole option of the CITY, a penalty may be assessed on any late payment by the County based on lost interest earnings had the payment been timely paid and invested in the City Treasurer's Investment Pool.

The Historic Preservation Office will provide an annual report of activities as outlined in Attachment "A."

**SECTION NO. 6: ADMINISTRATION**

- A. The City of Spokane Community and Economic Development Director shall be in charge of administering this Agreement and ensuring that payment is made to the CITY for the purpose of financing, in part, the operations of historic preservation. The CITY Treasurer may, in the exercise of his/her reasonable discretion, establish a special fund for the purpose of holding, investing, receiving, and disbursing the payment(s) pursuant to this Agreement.
  
- B. In the event of a vacancy in the position of Historic Preservation Officer, the Landmarks Commission will conduct a search and recommend to the Mayor and Board of County Commissioners for their joint designation, the employment of an individual qualified to be Historic Preservation Officer (hereinafter "HPO"). The duties, functions, and location of any HPO will be under the control and authority of the City of Spokane Community and Economic Development Director.

**SECTION NO. 7: NOTICE**

All notices or other communications given hereunder shall be deemed given on: (i) the day the notices or other communications are received when sent by personal delivery; or (ii) the third day following the day on which the notice or communication has been mailed by certified mail delivery, receipt requested and postage prepaid addressed to the party at the address set forth below, or at such other address as the PARTIES shall from time-to-time designate by notice in writing:

COUNTY: County Grants Administrator  
1116 West Broadway  
Spokane, Washington 99260

CITY: City of Spokane Mayor or his/her authorized representative  
City Hall  
808 West Spokane Falls Boulevard  
Spokane, Washington 99201

**SECTION NO. 8: LIABILITY**

The COUNTY shall indemnify, defend and hold harmless the CITY, its officers and employees from all claims, demands, or suits in law or equity arising from the COUNTY's intentional or negligent acts or breach of its obligations under the agreement. The COUNTY's duty to indemnify shall not apply to loss or liability caused by the intentional or negligent acts of the CITY, its officers and employees.

The CITY shall indemnify, defend and hold harmless the COUNTY, its officers and employees from all claims, demands, or suits in law or equity arising from the CITY's intentional or

negligent acts or breach of its obligations under the agreement. The CITY's duty to indemnify shall not apply to loss or liability caused by the intentional or negligent acts of the COUNTY, its officers and employees.

If the comparative negligence of the PARTIES and their officers and employees is a cause of such damage or injury, the liability, loss, cost, or expense shall be shared between the PARTIES in proportion to their relative degree of negligence and the right of indemnity shall apply to such proportion.

Where an officer or employee of a Party is acting under the direction and control of the other Party, the Party directing and controlling the officer or employee in the activity and/or omission giving rise to liability shall accept all liability for the other Party's officer or employee's negligence.

Each Party's duty to indemnify shall survive the termination or expiration of the agreement. Each Party waives, with respect to the other Party only, its immunity under RCW Title 51, Industrial Insurance. The PARTIES specifically negotiated this provision.

#### **SECTION NO. 9: RELATIONSHIP OF THE PARTIES**

The PARTIES intend that an independent contractor relationship will be created by this Agreement. No agent, employee, servant or representative of the COUNTY shall be deemed to be an employee, agent, servant or representative of the CITY for any purpose. Likewise, no agent, employee, servant or representative of the CITY shall be deemed to be an employee, agent, servant or representative of the COUNTY for any purpose.

#### **SECTION NO. 10: AMENDMENTS**

This Agreement shall not limit the ability of the CITY and the COUNTY to enter into subsequent agreements to further the purposes of this Agreement.

#### **SECTION NO. 11: COMPLIANCE WITH LAWS**

The PARTIES shall comply with all applicable federal, state, and local laws and regulations.

#### **SECTION NO. 12: ASSIGNMENTS**

This Agreement is binding on the PARTIES and their heirs, successors, and assigns. No party may assign, transfer or subcontract its interest, in whole or in part, without the other PARTIES' prior written consent.

#### **SECTION NO. 13: SEVERABILITY**

If any parts, terms or provisions of this Agreement are held by the courts to be illegal, the validity of the remaining portions or provisions shall not be affected and the rights and obligations of the PARTIES shall not be affected in regard to the remainder of the Agreement. If

it should appear that any part, term or provision of this Agreement is in conflict with any statutory provision of the State of Washington, then the part, term or provision thereof that may be in conflict shall be deemed inoperative and null and void insofar as it may be in conflict therewith and this Agreement shall be deemed to modify or conform to such statutory provision.

**SECTION NO. 14: COUNTERPARTS**

This Agreement may be executed in any number of counterparts, each of which, when so executed and delivered, shall be an original, but such counterparts shall together constitute but one and the same.

**SECTION NO. 15: VENUE STIPULATION**

This Agreement has been and shall be construed as having been made and delivered within the State of Washington and it is mutually understood and agreed by each party that this Agreement shall be governed by the laws of the State of Washington both as to interpretation and performance. Any action at law, suit in equity or judicial proceeding for the enforcement of this Agreement, or any provision hereto, shall be instituted only in courts of competent jurisdiction within Spokane County, Washington.

**SECTION NO. 16: TERMINATION**

Any party may terminate this Agreement by sixty (60) days written notice to the other party. In the event of such termination, the CITY shall prorata refund to the COUNTY any prepaid compensation. The ownership of all property and equipment utilized by any party to meet its obligations under the terms of this Agreement shall remain with such party.

**SECTION NO. 17: HEADINGS**

The section headings appearing in this Agreement have been inserted solely for the purpose of convenience and ready reference. In no way do they purport to, and shall not be deemed to define, limit or extend the scope or intent of the sections to which they pertain.

**SECTION NO. 18: ALL WRITINGS CONTAINED HEREIN/BINDING EFFECT**

This Agreement contains terms and conditions agreed upon by the PARTIES. The PARTIES agree that there are no other understandings, oral or otherwise, regarding the subject matter of this Agreement. No changes or additions to this Agreement shall be valid or binding upon the PARTIES unless such change or addition is in writing, executed by the PARTIES.

**SECTION NO. 19: AUDIT/RECORDS**

The CITY shall maintain for a minimum of three (3) years following final payment all records related to its performance of the Agreement. The CITY shall provide access to authorized CITY and COUNTY representatives, including the CITY Auditor, at reasonable times and in a reasonable manner to inspect and copy any such record. In the event of conflict between this



provision and related auditing provisions required under federal law applicable to the Agreement, the federal law shall prevail.

#### **SECTION NO. 20: PARTIES REPRESENTATIVES**

The COUNTY hereby appoints and the CITY hereby accepts the COUNTY'S Grants Administrator or her designee, as the COUNTY'S liaison for the purpose of administering this Agreement. CITY hereby appoints and COUNTY hereby accepts CITY'S Director, Community and Economic Development Director or his/her designee, as CITY'S liaison for the purpose of administering this Agreement.

#### **SECTION NO. 21: NO THIRD PARTY BENEFICIARIES**

Nothing in this Agreement is intended to give, or shall give, whether directly or indirectly, any benefit or right, greater than that enjoyed by the general public, to third persons.

#### **SECTION NO. 22: SURVIVAL**

Without being exclusive, Sections 8 and 15 of this Agreement shall survive any termination, expiration or determination of invalidity of this Agreement in whole or in part. Any other Sections of this Agreement which, by their sense and context, are intended to survive shall also survive.

#### **SECTION NO. 23: PUBLICATION**

CITY agrees that any publications (written or visual), excluding press releases, issued by the CITY describing Services funded in whole or in part with COUNTY funds under this Agreement and referencing any other funding agencies by name or logo shall also include the COUNTY's name or logo.

#### **SECTION NO. 24: RCW 39.34 REQUIRED CLAUSES**

- A. **Purposes:** See Section No. 1 above.
- B. **Duration:** See Section No. 3 above.
- C. **Separate Legal Entity:** This Agreement does not create, nor seek to create, a separate legal entity pursuant to RCW 39.34.030. It is the intent of the parties that the City's Department of Historic Preservation provide historic preservation activities in the City and County as previously set forth in ordinances of the City (see chapters 4.35 and 17D.100 of Spokane Municipal Code) and ordinances or resolutions of the COUNTY.
- D. **Responsibilities of the Parties:** See provisions above.
- E. **Agreement to be Filed:** The CITY shall file this Agreement with its City Clerk.

The COUNTY shall file this Agreement with its County Auditor or will place the Agreement on its website.

- F. **Financing:** Each Party shall be responsible for the financing of its contractual obligations under its normal budgetary process.
- G. **Termination:** See Section No. 16 above. The City Department of Historic Preservation shall be allowed to acquire, hold, and dispose of real and personal property pursuant to City ordinance and State law.

**IN WITNESS WHEREOF**, the PARTIES have caused this Agreement to be executed on date and year opposite their respective signatures.

DATED: \_\_\_\_\_

CITY OF SPOKANE

By: \_\_\_\_\_

Title: \_\_\_\_\_

ATTEST:

APPROVED AS TO FORM:

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

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

DATED: \_\_\_\_\_

BOARD OF COUNTY COMMISSIONERS OF SPOKANE COUNTY, WASHINGTON

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MARY L. KUNEY, Chair

ATTEST:

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JOSH KERNS, Vice Chair

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Ginna Vasquez  
Clerk of the Board

---

AL FRENCH, Commissioner

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AMBER WALDREF, Commissioner

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CHRIS JORDAN, Commissioner

**ATTACHMENT “A”**  
**Scope of Work**  
**January 1, 2025-December 31, 2029**  
**Historic Preservation Interlocal Agreement Services**

**Identification and Monitoring of Historic Resources**

- **Goal:** The City will oversee the responsibilities of historic preservation in unincorporated Spokane County.
- **Goal:** The City will oversee the responsibilities of historic preservation within cities within Spokane County having a population of less than 5000 when authorized by the County.
- **Goal:** Continue to maintain a computerized historic property inventory database of all county properties (benefits city/county department and citizens).

**Maintain “Certified” Status**

- **Goal:** Carry out duties as Certified Local Government; fulfilling program obligations, which allow “Established” status and eligibility for grants.
- **Goal:** Process applications for Spokane and National Register status for Spokane County properties.
- **Goal:** Monitor activity on Spokane Register listings in Spokane County per recorded Management Agreement contracts and the provisions of Chapter 1.48 (Historic Landmarks Commission) of the Spokane County Code.
- **Goal:** Maintain Special Valuation program, monitoring County properties in the program.
- **Goal:** Review proposed renovation work on County Courthouse, in compliance with Spokane Register contract.

**Community Services**

- **Goal:** Encourage the use and redevelopment of historic properties in Spokane County by offering technical assistance and promotion of historic preservation incentives such as Special Tax Valuation to property owners.



**Agenda Sheet for City Council:**

**Committee:** PIES **Date:** 11/18/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/20/2024

**Clerk's File #** OPR 2018-0556

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/02/2024

<b>Submitting Dept</b>	PUBLIC WORKS	<b>Bid #</b>	
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<b>Contact Name/Phone</b>	CORIN MORSE 509-625-6855	<b>Requisition #</b>	
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<b>Contact E-Mail</b>	CMORSE@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	BWILKERSON JBINGLE KKLITZKE		
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<b>Agenda Item Name</b>	5200 - PAYMENT PROCESSING SERVICES SPOKANE COUNTY EXTENSION		
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**Agenda Wording**

Interlocal Agreement Extension with Spokane County Treasurer for processing payments of utility bills.

**Summary (Background)**

The City of Spokane entered into a partnership with the Spokane County Treasurer's Office to process Utility Billing payments that are in the form of a check. This extension would add three additional years through 2027.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$

Current Year Cost \$ 65,000.00

Subsequent Year(s) Cost \$ 65,000.00

**Narrative**

The continued partnership with the Spokane County Treasurer provides for business continuity and resiliency. The County uses industry standard equipment, zero unexpected lapses in processing over the past three years and robust daily reports.

**Amount**

**Budget Account**

Expense	\$ 65,000.00	# 5200-30210-38141-54261-99999
Select	\$	#
Select	\$	#
Select	\$	#
	\$	#
	\$	#



## Continuation of Wording, Summary, Approvals, and Distribution

### Agenda Wording

### Summary (Background)

#### **Approvals**

##### Dept Head

FEIST, MARLENE

##### Division Director

FEIST, MARLENE

##### Accounting Manager

ALBIN-MOORE, ANGELA

##### Legal

SCHOEDEL, ELIZABETH

##### For the Mayor

PICCOLO, MIKE

#### **Additional Approvals**

#### **Distribution List**

ddaniels@spokanecity.org

tax&licenses@spokanecity.org

publicworksaccounting@spokanecity.org

cmorse@spokanecity.org

mmarroquin@spokanecity.org

## Committee Briefing Paper

### Public Infrastructure, Environment & Sustainability Committee

<b>Committee Date</b>	11/18/2024
<b>Submitting Department</b>	Public Works and Utilities
<b>Contact Name</b>	Corin Morse
<b>Contact Email &amp; Phone</b>	<a href="mailto:cmorse@spokanecity.org">cmorse@spokanecity.org</a> 625-6855
<b>Council Sponsor(s)</b>	Wilkerson, Bingle, Klitzke
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Interlocal Agreement Extension with Spokane County Treasurer for processing payments of utility bills.
<b>Proposed Council Action</b>	<input type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<ul style="list-style-type: none"> <li>The City partnered with the Spokane County Treasurer's Office to process Utility Billing payments that are in the form of a check.</li> <li>The Interlocal Agreement, OPR 2018-0556, began 10/5/2018 through 12/31/2021 and was extended with an expiration of 12/31/2024.</li> <li>This extension would add one additional year through 2025.</li> <li>While check payments generally have decreased, the City still regularly receives checks from some customers who prefer not to use electronic payment forms. Additionally, some bill pay services send payments to the City in the form of checks.</li> <li>Utility Billing will continue work toward greater paperless billing during the duration of this extension. Currently 51% of our customers are on paperless billing.</li> <li>The total estimated cost per year is \$65,000, including processing, maintenance and software updates.</li> </ul>
<b>Fiscal Impact</b> <b>Approved in current year budget?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Total Cost: <a href="#">Click or tap here to enter text.</a> Current year cost: \$65,000.00 Subsequent year(s) cost: \$65,000.00  <b>Narrative:</b> The continued partnership with the Spokane County Treasurer provides for business continuity and resiliency. The County uses industry standard equipment, zero unexpected lapses in processing over the past three years and robust daily reports to Utility Billing and City Treasury.  The request is to extend the expiration of Interlocal Agreement OPR 2018-0556 from 12/31/2024 to 12/31/2025.  <b>Funding Source</b> <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring <input type="checkbox"/> N/A Specify funding source: Select Funding Source* Is this funding source sustainable for future years, months, etc? Yes  <b>Expense Occurrence</b> <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Recurring <input type="checkbox"/> N/A Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts</b> (If N/A, please give a brief description as to why): N/A	

- This will continue to be seamless to the customer, with payments sent to the City, then processed at the County.
- No impact any City staff. Internal staff will continue to sort, print stubs and batch for the courier to deliver to the County daily.

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.





**City of Spokane**  
**INTERLOCAL AGREEMENT EXTENSION**  
  
Title: **Interlocal Agreement between the City of Spokane and the Spokane County Treasurer For Payment Processing Services for the City Public Works Division**

This Interlocal Agreement Amendment / Extension is made and entered into by and between the **City of Spokane** ("City"), a Washington municipal corporation, and **Spokane County and the Spokane County Treasurer** ("County"), a political subdivision of the State of Washington, whose address is 1116 West Broadway Avenue, Spokane, Washington 99260, individually hereafter referenced as a "County", and together as the "Parties".

*WHEREAS, the Parties entered into that certain "Interlocal Agreement Between the City of Spokane and Spokane County" on October 1, 2018 (the "Interlocal Agreement"), a copy of which is attached hereto as Exhibit "A", wherein Spokane County Treasurer will provide staff, equipment, and facilities to process check payments for the City of Spokane Public Works Division; and*

*WHEREAS, a change or revision of the Work has been requested, and the parties wish to extend the term of the Interlocal Agreement an additional three (3) years, thus the original Interlocal Agreements needs to be formally Extended by this written document; and*

*NOW, THEREFORE, in consideration of these terms, the Parties mutually agree as follows:*

**1. INCORPORATION BY REFERENCE.**

The Interlocal Agreement, dated October 5, 2018, is hereby incorporated by reference into this Interlocal Agreement Extension as though written in full and shall remain in full force and effect except as provided herein.

**2. EFFECTIVE DATE.**

This Interlocal Agreement Extension shall become effective on January 1, 2025.

**3. EXTENSION.**

The Interlocal Agreement is hereby extended and shall run through December 31, 2025.

Section 3: Reimbursement of Costs:

Based on the current utility check payment volumes, anticipated staffing level and work load the estimated average monthly cost to CITY is \$3,500 or an estimated 0.20 per payment processed. Since this is based upon actual labor usage, and since other direct costs, allocated departmental costs, and the COUNTY's indirect allocated costs are not included, actual amounts may vary. Each month, the CITY will be provided an itemized invoice of charges for payment to the COUNTY for services rendered.

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the Parties have executed this Interlocal Agreement Extension by having legally-binding representatives affix their signatures below.

APPROVED by the City of Spokane on \_\_\_\_\_, 2024.

**CITY OF SPOKANE**

By: \_\_\_\_\_

Its: \_\_\_\_\_

Attest:

Approved as to form:

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

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

APPROVED by the County of Spokane, Spokane County Treasurer, on  
\_\_\_\_\_ 2024

**BOARD OF COUNTY COMMISSIONERS**

\_\_\_\_\_  
Josh Kerns, Chair

\_\_\_\_\_  
Mary L. Kuney, Vice-Chair

\_\_\_\_\_  
Al French, Commissioner

Attest:

Approved as to form:

\_\_\_\_\_  
Ginna Vasquez  
Clerk of the Board

\_\_\_\_\_  
Deputy Civil Prosecuting Attorney

2021-107



**Agenda Sheet for City Council:**

**Committee:** PIES **Date:** 11/18/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/20/2024

**Clerk's File #** OPR 2024-0322

**Cross Ref #**

**Project #** 2023106

**Council Meeting Date:** 12/02/2024

<b>Submitting Dept</b>	ENGINEERING SERVICES	<b>Bid #</b>	
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<b>Contact Name/Phone</b>	DAN BULLER 625-639	<b>Requisition #</b>	CR #26859
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<b>Contact E-Mail</b>	DBULLER@SPOKANECITY.ORG		
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<b>Agenda Item Type</b>	Contract Item		
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<b>Council Sponsor(s)</b>	BWILKERSON JBINGLE KKLITZKE		
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<b>Agenda Item Name</b>	0370 – AMENDMENT FISH LAKE TRAIL PHASE 1 DESIGN (2023106)		
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**Agenda Wording**

Amendment to the Parametrix, Inc., (Spokane, WA) consultant agreement for further design of the Fish Lake Trail Connection Phase 2.

**Summary (Background)**

Engineering Services is requesting an increase in design contract for Fish Lake Tr Ph 1 in the amount of \$40,000 to be added to the \$353,358 contract with Parametrix. This additional amount is for traffic counting and management, a subconsultant to acquire additional property to avoid the need to replace a far more expensive traffic signal, and for a consultant to conduct a cultural resources review of the project that was not previously believed to be necessary.

Lease? NO Grant related? YES Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost	\$ 40,000.00
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Current Year Cost	\$ 20,000.00
-------------------	--------------

Subsequent Year(s) Cost	\$ 20,000.00
-------------------------	--------------

**Narrative**

**Amount**

**Budget Account**

Expense	\$ 40,000.00	# 3200-95164-95100-56501-86135
Select	\$	#
Select	\$	#
Select	\$	#
	\$	#
	\$	#



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

<b><u>Dept Head</u></b>	BULLER, DAN
<b><u>Division Director</u></b>	FEIST, MARLENE
<b><u>Accounting Manager</u></b>	ORLOB, KIMBERLY
<b><u>Legal</u></b>	HARRINGTON,
<b><u>For the Mayor</u></b>	SCOTT, ALEXANDER

**Additional Approvals**

<b><u>ACCOUNTING -</u></b>	MURRAY, MICHELLE
<b><u>PURCHASING</u></b>	PRINCE, THEA

**Distribution List**

Roger Flint rflint@parametrix.com	jrhall@spokanecity.org
Tax&licenses@spokanecity.org	khanley@parametrix.com
eraea@spokanecity.org	publicworksaccounting@spokanecity.org
dbuller@spokanecity.org	Jradams@spokanecity.org
pyoung@spokanecity.org	

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Committee Date</b>	11-18-24
<b>Submitting Department</b>	Engineering Services
<b>Contact Name</b>	Dan Buller
<b>Contact Email &amp; Phone</b>	<a href="mailto:dbuller@spokanecity.org">dbuller@spokanecity.org</a> , 625-6391
<b>Council Sponsor(s)</b>	Wilkerson, Bingle, Klitzke
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Fish Lake Tr. Ph 1 Design Contract Amendment
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<ul style="list-style-type: none"> <li>• Engineering Services is requesting an increase in design contract for Fish Lake Tr Ph 1 in the amount of \$40,000 to be added to the \$353,358 contract with Parametrix.</li> <li>• This additional amount is for the following tasks:               <ul style="list-style-type: none"> <li>○ Approx. \$24,000 for a subconsultant to acquire additional property to avoid the need to replace a far more expensive traffic signal</li> <li>○ Approx. \$10,000 for a consultant to conduct a cultural resources review of the project that was not previously believed to be necessary</li> <li>○ Approx. \$6,000 in traffic counting and management of the above two consultants.</li> </ul> </li> <li>• This project (design and construction) is paid with approximately 60% grant funding, 35% arterial street funding and 5% impact fees and is slated for 2025 construction.</li> </ul>
<b>Fiscal Impact</b> <b>Approved in current year budget?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Total Cost: <u>\$40,000</u> Current year cost: \$20,000 Subsequent year(s) cost: \$20,000  <b>Narrative:</b> Please provide financial due diligence review, as applicable, such as number and type of positions, grant match requirements, summary type details (personnel, maintenance and supplies, capital, revenue), impact on rates, fees, or future shared revenue  <b>Funding Source</b> <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring <input type="checkbox"/> N/A Specify funding source: Select Funding Source* Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a>  <b>Expense Occurrence</b> <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring <input type="checkbox"/> N/A  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities?</li> </ul>	

Public works services and projects are designed to serve all citizens and businesses. We strive to offer a consistent level of service to all, to distribute public investment throughout the community and to respond to gaps in services identified in various City plans.

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

N/A

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

Public Works follows the City's established procurement and public works bidding regulations and policies to bring items forward, and then uses contract management best practices to ensure desired outcomes and regulatory compliance.

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

This work is consistent with annual budget strategies to limit costs and approved projects in the 6-year CIP.

#### **Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.









<b>Supplemental Agreement Number</b> <u>1</u>		Organization and Address	
Original Agreement Number OPR 2024-0322		Parametrix, Inc. 835 N. Post Street STE. 201 Spokane, WA 99201	
Project Number 2023106		Execution Date 5/1/2024	Completion Date 12/31/2025
Project Title Fish Lake Trail Connection to Centennial Trail Phase 1		New Maximum Amount Payable \$428,693.80	
Description of Work An amendment is needed to increase the monetary amount to the design contract for purchase of additional property, a cultural resource review that was not previously believed to be necessary, and additional traffic counting.			

The Local Agency of City of Spokane Engineering Services  
desires to supplement the agreement entered in to with Parametrix, Inc.  
and executed on 5/1/2024 and identified as Agreement No. OPR 2024-0322

All provisions in the basic agreement remain in effect except as expressly modified by this supplement.  
The changes to the agreement are described as follows:

**I**

Section 1, SCOPE OF WORK, is hereby changed to read:  
As described in the attached scope of work for additional design dated September 27, 2024.

**II**

Section IV, TIME FOR BEGINNING AND COMPLETION, is amended to change the number of calendar days for completion of the work to read: N/A

**III**

Section V, PAYMENT, shall be amended as follows:  
The Master Agreement amount will be increased by \$40,000.00 to allow Parametrix, Inc. to perform additional design for the project.

as set forth in the attached Exhibit A, and by this reference made a part of this supplement.  
If you concur with this supplement and agree to the changes as stated above, please sign in the Appropriate spaces below and return to this office for final action.

By: \_\_\_\_\_ By: \_\_\_\_\_

\_\_\_\_\_  
Consultant Signature

\_\_\_\_\_  
Approving Authority Signature

\_\_\_\_\_  
Date

**Exhibit "A"**  
**Summary of Payments**

	Basic Agreement	Supplement #1	Total
Direct Salary Cost			
Overhead (Including Payroll Additives)			
Direct Non-Salary Costs			
Fixed Fee			
Total			

# Exhibit A Scope of Work

**Project:** Fish Lake Trail – Phase 1  
Amendment #1  
**Owner:** City of Spokane Project No. 2023106  
**Consultant:** Parametrix Inc.

## **General Description**

The Owner’s objective in this Amendment is for the Consultant to provide additional services including right of way acquisition, traffic count data collection and cultural resource report updates in support of the Fish Lake Trail Phase 1 project.

During design, it was noted that additional right of way would be required to avoid replacing existing signal infrastructure to construct the proposed improvements. The Consultant has engaged with a right of way acquisition subconsultant to provide this additional service. Also, the predesign project did not complete the coordination with the reviewing agency for their cultural resources inventory (CRI). The City has provided this CRI to the reviewing agency and received comments. The Consultant has engaged with the original cultural resources subconsultant to update the CRI to comply with the requirements of the regulatory agencies. Lastly, the City has requested additional traffic speed and count information to support the design of the project, and the Consultant has engaged with another subconsultant to provide these services.

## **Schedule**

The project schedule presented in the original scope of work will need to be updated based on the added services and permitting and review timelines.

## **Project Scope**

The Consultant shall provide the following services for the Fish Lake Trail – Phase 1 project:

### **1. RIGHT OF WAY ACQUISITION**

**1.1 Right-of-Way Acquisition:** See attached scope and fee from CommonStreet Consulting. Consultant shall prepare a clear, simple exhibit map showing the property the City would like to acquire for use in negotiations with the Owner. Upon successful conclusion of negotiations, Consultant shall provide a legal description and finalize the exhibit map (we have assumed this will require up to 4 title reports, legal descriptions and exhibit maps). The City will then use the prepared information in conjunction with the ROW subconsultant to prepare the ROW acquisition. Consultant’s support of this effort was included in the original scope of work, but we’ve added in some additional budget for coordinating directly with CommonStreet Consulting.

### **2. TRAFFIC DATA COLLECTION**

**2.1 Traffic Data Collection:** See attached Estimate from Quality Counts. Consultant will coordinate with data collection subconsultant to gather traffic data at W Hartson Ave and S

Government Way and at W 5<sup>th</sup> Ave and S Government Way. The data will be provided to the City for record keeping purposes.

### **3. CULTURAL RESOURCES INVENTORY UPDATE**

**3.1 Cultural Resources Inventory Update:** See attached scope and fee from Historical Research Associates. Consultant will coordinate with HRA to complete the required updates and filings for the regulatory requirements.

### **DESIGN CRITERIA**

To the extent feasible, the design will be developed in accordance with the following:

1. City of Spokane Design Standards, Feb 2007, including Amendment No. 2 dated September 2010 and edits to Chapter 3 dated Nov., 2020.
2. City of Spokane Standard Plans.
3. City of Spokane General Special Provisions (latest version).
4. Spokane Regional Stormwater Manual, April 2008.
5. Manual on Uniform Traffic Control Devices (MUTCD), 11<sup>th</sup> edition.
6. A Policy on Geometric Design of Highways and Streets. (AASHTO "Green Book")
7. WSDOT Standard Specifications for Road and Bridge Construction. (2025 version)
8. WSDOT Design Manual, Oct. 2023.
9. Public Right of Way Accessibility Guidelines, Aug. 2023.

### **DOCUMENTS TO BE FURNISHED BY THE CONSULTANT**

Consultant shall furnish the following documents, exhibits, or presentations for the work covered by this Agreement. All such material used in the project shall become and remain the property of the City:

1. Right of way Acquisition backup (PDF) by CommonStreet
2. Traffic Count Data in tabulated form (PDF) by Quality Counts
3. Cultural Resources Inventory Update TM (PDF) by Historical Research Associates

### **EXTRA SERVICES:**

In addition to the foregoing specific services, the following special services may be added upon written agreement of the parties by executing an Amendment to this Agreement:

1. Redesigns ordered by the City after final plans have been accepted.
2. Special Inspections not specifically described above.
3. Biological Assessment.
4. Structural engineering (including retaining walls) outside of those identified in the previous scope of work.
5. Title Company, Utility Company, agency and processing fees.
6. Environmental studies or reports not specifically described above.
7. Construction staking.
8. Construction management and inspection services.

### **ASSUMPTIONS:**

The following assumptions were used when preparing this scope of work:

1. The consultants fees for this amendment are intended for managing the subconsultant unless specifically noted above.

CONSULTANT LABOR COSTS

Owner: City of Spokane  
 Project Title: Fish Lake Trail Connection to Centennial- Phase 1 Amendment #1 City Project #2023106

Date Prepared: 10/15/2024  
 Parametrix Project No:

		Parametrix, Inc.								Totals		
PROFESSIONAL CLASSIFICATION		Princ	PM	DPM	PE2	SM	SUR3	SUR3	ADMIN	LABOR HOURS	EXPENSES	INDIVIDUAL PHASE COST
RATE BASED ON MULTIPLIER		KJ	YH	TJ	AG	JNM	DAN	MCW	DF			
		2.97	\$224.53	\$230.29	\$135.22	\$105.11	\$198.19	\$105.17	\$108.26	\$106.89		
TASK NO.	TASK DESCRIPTION											
1.0	RIGHT OF WAY ACQUISITION											
1.1	RIGHT OF WAY ACQUISITION		2		4					2	8	\$ 1,204
SUBTOTAL TASK 1			2	0	4	0	0	0	0	2	8	\$ - \$ 1,204
2.0	TRAFFIC DATA COLLECTION											
2.1	TRAFFIC DATA COLLECTION				2					2	4	\$ 484
SUBTOTAL TASK 2			0	0	2	0	0	0	0	2	4	\$ - \$ 484
3.0	CULTURAL RESOURCES INVENTORY UPDATE											
3.1	CULTURAL RESOURCES INVENTORY UPDATE		4		8					2	14	\$ 2,194
SUBTOTAL TASK 3			4	0	8	0	0	0	0	2	14	\$ - \$ 2,194
<b>TOTAL</b>			<b>6</b>	<b>0</b>	<b>14</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>26</b>	<b>\$ - \$ 3,882</b>



Parametrix Design	\$ 3,882
CommonStreet	\$ 23,714
Quality Counts	\$ 1,220
Historical Research Associates	\$ 10,004
<b>Total:</b>	<b>\$ 38,819</b>



Parametrix  
Attn: Tom Jordan, P.E.  
835 N Post St.  
Spokane, WA. 99201

## Re: Request for Real Estate Services for Fish Lake Trail Phase 1

Dear Mr. Jordan,

On behalf of the team at Commonstreet Consulting, LLC. we are pleased to provide our professional services to support Parametrix with real estate services to execute the Fish Lake Trail Phase 1 Project for the City of Spokane. Morgan Bishop will be your main contact. He has extensive experience in acquiring right of way per WSDOT/FHWA standards. Commonstreet is prepared to initiate the project immediately upon the issuance of Notice to Proceed.

### SCOPE OF WORK

Commonstreet Consulting understands that the client is anticipating the following real estate services and right of way acquisition tasks need to be performed for three parcels with two (2) ownerships. Commonstreet's Project Manager, Morgan Bishop, will enable the client's project goals by managing these services from start to finish. Commonstreet will provide the following;

#### Project Management

- Prepare for and lead monthly Right of Way Task Force Meetings.
- Respond to inquiries and needs identified by Agency and/or Project Stakeholders.
- Provide written and oral status updates on parcel acquisitions.
- Provide oversight to all aspects of the right of way program including title, negotiations, closing preparations and certification tasks.
- Coordinate with WSDOT Local Programs, if necessary, in establishing project set-up and certification expectations.
- Develop and execute right of way program in compliance with Uniform Act and Federal Funding requirements.
- Maintain quality control/quality assurance protocols in the execution of the right of way task.
- Coordinate appraisal, and appraisal review tasks.
- Prepare Project Funding Estimate (PFE), if needed.
- Coordinate with WSDOT property management for surplus/disposal of WSDOT property.

#### Title and Documents Preparations

- Create state and federal compliant project files for each parcel requiring property rights.
- Review title reports for each parcel and recommend which exceptions should be acquired subject to or cleared.
- Request new and/or updates to existing title commitments.
- Once a parcel's title interest has been reviewed, identify method of clearance per Agency direction.
- Prepare documents needed to clear liens or encumbrances.
- Prepare offer Letters and all documents needed to convey temporary and/or permanent property interests.

#### Negotiations

- Review appraisal/valuation reports for each affected parcel, review design elements with design team.
- Make at least (3) meaningful contacts in attempt to reach property owners for settlement, preferably in person.
- Negotiate settlements on compensation and conveyance documents terms.

- As needed, prepare Administrative Justifications compliant with Agency requirements.
- Facilitate execution of offer package/conveyance documents, deliver executed offer package to Agency for payment processing and recording.

### **Project Close-Out and Certification**

- Submit completed acquisition files to WSDOT Local Area Coordinator (LAC) for review and approval, if necessary.
- Address issues and concerns raised by LAC, if needed.
- Facilitate completion of Certification Approval, provide to Agency.
- Prepare finalized acquisition files (electronic and/or hard copy) to Agency.

### **Appraisal Coordination**

- Coordinate appraisal task and any subconsultants, as necessary; providing all documentation required to complete appraisal reports and integrate findings into offer packages.
- Review appraisal/valuation and appraisal review reports for each affected parcel.
- Review design elements with design team.

### **ASSUMPTIONS**

- Client to provide legal descriptions of areas to be acquired.
- Client to provide right of way maps or exhibits.
- Client or agency to provide title reports.
- Escrow, recording fees and related costs will be paid for directly by the Agency.
- Partial and/or permanent rights will be required for three (3) parcels.
- All recording and payment processing will be completed by Agency staff.
- Assumes 2 Administrative Offer Summaries (AOS). Appraisal fees are based on fee schedule of available appraisers at the time of the assignment.
- Assumes no relocation.

### **Deliverables**

- When/if property owners agree to settlement, executed offer packages.
- Completed acquisition files that adhere to Federal standards for certification.



<p><b>PARCEL Fee and Temp Easement Acquisition 25234.1004 Sunset West, LLC</b>  <b>Project Management</b>          Prepare for and lead monthly Right of Way Task Force Meetings. Respond to inquiries and needs identified by Agency and/or Project Stakeholders. Provide written and oral status updates on parcel acquisitions. Provide oversight to all aspects of the right of way program including title, negotiations, relocations, closing preparations and certification tasks. Coordinate with WSDOT Local Programs in establishing project set-up and certification expectations, if needed. Develop and execute right of way program in compliance with Uniform Act and Federal requirements. Maintain quality control/quality assurance protocols in the execution of the right of way task. Coordinate valuation tasks. Prepare Project Funding Estimate (PFE), if needed.</p>	Acquisition Project Manager @ 185.81 @ 15 hours	\$2,787.15
<p><b>Title Review and Conveyance Documents Drafts</b>          Create state and federal compliant project files for each parcel requiring property rights. Review title reports for each parcel and recommend which exceptions should be acquired subject to or cleared. Request new and/or updates to existing title commitments through the Client. Once a parcel's title interest has been reviewed, identify method of clearance per Agency direction. Prepare documents needed to clear liens or encumbrances. Prepare offer Letters and all documents needed to convey temporary and/or permanent property interests.</p>	Senior ROW Technician @ \$131.03 @ 7 hours	\$917.21
<p><b>Appraisal and Appraisal Review Coordination</b>          Tasks include coordinating valuation task and any subconsultants, as necessary; providing all documentation required to complete report and integrating findings into offer packages. Review valuation reports for each affected parcel, review design elements with design team.</p>	*Administrative Offer Summary	\$3,000.00
<p><b>Negotiations, Administrative Settlements, and QA/QC</b>          Review appraisal/valuation reports for each affected parcel, review design elements with design team. Make at least (3) meaningful contacts in attempt to reach property owners for settlement, preferably in person. Negotiate settlements on compensation and conveyance documents terms. As needed, prepare Administrative Justifications compliant with Agency and Federal requirements. Facilitate execution of offer package/conveyance documents, deliver executed offer package to Agency for payment processing and recording.</p>	Right of way agent @ \$90.00 @ 45 hours	\$4,050.00
<p><b>Sr. Project Control Specialist</b>          File set up, document control.</p>	Project Control Specialist @ \$104.40 @ 10 hours.	\$1,044.00
<p><b>Subtotal</b></p>		<p><b>\$11,798.36</b></p>
<p><b>ODC's</b>          Mileage: @ 50 miles @ \$0.67          Mailings: Standard USPS or UPS mailing of documents as needed.</p>		<p>\$33.50          \$25.00</p>

\*Assumes valuation will be eligible for an AOS. If determined an appraisal is required scope will be revised to include appraisal and appraisal review per federal requirements.

<p><b>PARCEL Temp Easement Acquisition 25243.1103 and 25234.1006 Dignity Housing, LLC</b></p> <p><b>Project Management</b></p> <p>Prepare for and lead monthly Right of Way Task Force Meetings. Respond to inquiries and needs identified by Agency and/or Project Stakeholders. Provide written and oral status updates on parcel acquisitions. Provide oversight to all aspects of the right of way program including title, negotiations, relocations, closing preparations and certification tasks. Coordinate with WSDOT Local Programs in establishing project set-up and certification expectations, if needed. Develop and execute right of way program in compliance with Uniform Act and Federal requirements. Maintain quality control/quality assurance protocols in the execution of the right of way task. Coordinate valuation tasks. Prepare Project Funding Estimate (PFE), if needed.</p>	<p>Acquisition Project Manager @ 185.81 @ 10 hours</p>	<p>\$1,858.10</p>
<p><b>Title Review and Conveyance Documents Drafts</b></p> <p>Create state and federal compliant project files for each parcel requiring property rights. Review title reports for each parcel and recommend which exceptions should be acquired subject to or cleared. Request new and/or updates to existing title commitments through the Client. Once a parcel's title interest has been reviewed, identify method of clearance per Agency direction. Prepare documents needed to clear liens or encumbrances. Prepare offer Letters and all documents needed to convey temporary and/or permanent property interests.</p>	<p>Senior ROW Technician @ \$131.03 @ 5 hours</p>	<p>\$655.15</p>
<p><b>Appraisal and Appraisal Review Coordination</b></p> <p>Tasks include coordinating valuation task and any subconsultants, as necessary; providing all documentation required to complete report and integrating findings into offer packages. Review valuation reports for each affected parcel, review design elements with design team.</p>	<p>*Administrative Offer Summary</p>	<p>\$3,000.00</p>
<p><b>Negotiations, Administrative Settlements, and QA/QC</b></p> <p>Review appraisal/valuation reports for each affected parcel, review design elements with design team. Make at least (3) meaningful contacts in attempt to reach property owners for settlement, preferably in person. Negotiate settlements on compensation and conveyance documents terms. As needed, prepare Administrative Justifications compliant with Agency and Federal requirements. Facilitate execution of offer package/conveyance documents, deliver executed offer package to Agency for payment processing and recording.</p>	<p>Right of way agent @ \$90.00 @ 35 hours</p>	<p>\$3,150.00</p>
<p><b>Sr. Project Control Specialist</b></p> <p>File set up, document control.</p>	<p>Project Control Specialist @ \$104.40 @ 8 hours.</p>	<p>\$835.20</p>
<p><b>Subtotal</b></p>		<p>\$9,498.45</p>
<p><b>ODC's</b></p> <p>Mileage: @ 50 miles @ \$0.67</p> <p>Mailings: Standard USPS or UPS mailing of documents as needed.</p>		<p>\$33.50 \$25.00</p>
<p><b>Total</b></p>		<p>\$9,556.95</p>

\*Assumes valuation will be eligible for an AOS. If determined an appraisal is required scope will be revised to include appraisal and appraisal review per federal requirements.

<p><b>Total fees by parcel</b></p>	
<p>PARCEL FEE/TE Acquisition 25234.1004 Sunset West, LLC</p>	<p>\$11,856.86</p>
<p>PARCEL TE Acquisition 25243.1103 and 25234.1006 Dignity Housing, LLC</p>	<p>\$9,556.95</p>
<p><b>Total</b></p>	
<p><b>\$21,413.81</b></p>	

# ESTIMATE



WCM:WA

BILL TO : Parametrix  
835 N Post, Suite 201  
Spokane, WA 99201  
(509) 328-3371

CLIENT PROJECT # :

ESTIMATE DATE : 9/27/2024

ORDER DATE : 9/24/2024

ORDER No	PROJECT NAME	PAYMENT TERMS	ORDER BY
167769	Fish Lake Trail Phase 1	PWP	Tom Jordan

QTY	DESCRIPTION	RATE	TOTAL
1	<b>4+ Lanes-Speed, Volume</b>	\$440.00	\$440.00
	1 Location(s) for time period(s): 1 Days (Speed, Volume)		
	-S Government Wy btwn W Hartson Ave (west) and W Hartson Ave (east), Spokane, WA		
1	<b>-Survey Count-Pedestrian Crossing Count</b>	\$780.00	\$780.00
	1 Location(s) for time period(s): 24Hr. 12:00 AM -- 12:00 AM-(Midweek)		
	-Government Way at West Hartson Avenue, Spokane, WA		
		<b>TOTAL</b>	<b>\$1,220.00</b>

Balances unpaid by end of Payment term (listed above) will be charged 1.5% interest per month

Quality Counts, LLC  
15615 SW 74th Ave #100  
Tigard, OR 97224  
(877) 580-2212  
qualitycounts.net



# Scope of Work: Fish Lake Trail Project - Phase 1

---

Historical Research Associates, Inc. (HRA), is pleased to submit the following scope of work (SOW) and cost proposal to Parametrix to provide cultural resources investigations in support of Phase 1 of the Fish Lake Trail Project [the project]. The project is being conducted by the City of Spokane (City) and is on public land within Spokane, Washington. The project will use Federal Highway Administration (FHWA) funds, making it subject to Section 106 of the National Historic Preservation Act (NHPA) and its implementing regulations (36 CFR Part 800). HRA conducted the initial cultural resources survey for the Fish Lake Trail project in 2018, but the report was not submitted to the Washington Department of Archaeology and Historic Preservation (DAHP) until September 2024. Edits are needed to the report, and Parametrix has asked HRA to split the report into two documents (Phase 1 and Phase 2). Under this scope, HRA will revise the report and tailor it to Phase 1 of the Fish Lake Trail Project. Phase 2 work will occur under a separate SOW and cost proposal. Phase 1 of the project will extend the Fish Lake Trail from the existing trailhead along Lindeke-Government Way to approximately 5th Avenue. It will also build the connection from Thorpe Road up to the trail.

The following details the tasks, assumptions, and schedule based on HRA's current understanding of the project.

## Task 1. Project Management

Project management include those items necessary for completion of tasks such as project setup and closeout, internal and client planning meetings and communications, review of invoicing, and updates on progress to the client. HRA values open communication with our clients, which is essential to establishing and meeting expectations throughout a project.

## Task 2. Background Research

Background research will be limited and include only review of the State Historic Preservation Office (SHPO) site and survey databases to determine if any newly recorded resources or cultural resource surveys have been recorded within 1 mi of the project area since the original report was drafted.

HRA staff will not review historic General Land Office (GLO), U.S. Geological Survey (USGS), and Sanborn maps; Tax Assessor data; soils and wetland data; and any other pertinent literature, records, documents, maps, and reports related to the project area's natural and cultural history – and assumes that the previous research conducted in 2018 will be sufficient for the new report.

## Task 3. Reporting

Using portions of the previous draft report, HRA will prepare a cultural resources technical report tailored to Phase 1 of the Fish Lake Trail Project that meets SHPO standards and guidelines and incorporates the results of the previously conducted archaeological and architectural surveys. Minimally, the report will include a SHPO coversheet, management summary, introduction and project description, cultural and environmental context, background research, methods, results of the field investigations, conclusions and recommendations, and an assessment of project effects on historic properties (to the extent possible). The report will also include National Register of Historic Places (NRHP) eligibility recommendations for each resource (eligible, not eligible, or, for resources with limited available data, unevaluated), recommendations for further work (if any), resource forms (as needed), and appropriate maps, figures, and photographs.

An electronic draft of the report will be submitted in both Word (.docx) and Adobe (.pdf) format to the client for review and comment. Following one round of review by the client, HRA will make any necessary revisions to the draft and provide a final report in electronic (.pdf) format. At the request of the client, HRA can submit the final report to SHPO, appropriate Tribes, and/or other consulting parties as appropriate.

### Deliverables

HRA will submit electronic versions of the draft report for review, one in Word (.docx) and one in Adobe (.pdf) format. Upon receipt of one set of combined comments, HRA will provide one (1) electronic (.pdf) copy of the final documents, inclusive of all appropriate SHPO data (report cover sheet, GIS shapefiles, and resource forms).

**Final Deliverables:** 1 electronic copy in Adobe (.pdf) format  
1 SHPO cover sheet in Adobe (.pdf) format  
GIS shapefiles for SHPO submission

## Schedule

HRA will begin background research and revising the report within two weeks of receipt of a fully executed contract (i.e., notice to proceed [NTP]). A draft report will be completed within six weeks of NTP. HRA will submit the final technical report within two weeks of receiving comments on the draft.

# Cost and Assumptions

HRA's total cost for tasks outlined in this scope of work (SOW) is \$10,004, to be billed on a time and materials basis.

HRA's cost proposal is made with the following assumptions in mind, deviations from which may require a scope or cost modification:

- No archaeological or architectural surveys or fieldwork will be conducted.
- The project will be completed prior to July 1, 2025. If the project extends beyond this, additional funding will be required to account for WSDOT approved rate changes.
- This cost estimate and schedule is valid for up to 30 days. Any delays in accepting the bid and executing a contract could result in changes to the cost estimate and schedule.
- HRA's investigations do not include identifying Traditional Cultural Properties (TCPs), Traditional Cultural Landscapes, and/or Historic Properties of Religious and Cultural Significance (HPRCST).
- There will be no in-person or virtual meetings with Tribes or SHPO.
- Any of HRA's communication or meetings with Tribe does not constitute consultation under 36 CFR Part 800; consultation is the responsibility of the lead agency.

# HISTORICAL RESEARCH ASSOCIATES, INC

## Cost Estimate

### Fish Lake Trial Project - Phase 1

<b>Labor Category</b>	<b>Rate</b>	<b>Task 1</b>		<b>Task 2</b>		<b>Task 3</b>		<b>PROJECT TOTAL</b>	
		<b>Project Administration</b>		<b>Background Research</b>		<b>Reporting</b>			
		Hours	Total	Hours	Total	Hours	Total	Hours	Total
Transportation Planning Specialist 5 - E Ragsdale	\$186.95	1	\$187					1	\$187
Transportation Planning Specialist 3 - K Derr	\$145.65	5	\$728	1	\$146	12	\$1,748	18	\$2,622
Transportation Planning Specialist 3 - C Beckner	\$145.65					2	\$291	2	\$291
Transportation Engineer 2 - F Haney	\$127.55			4	\$510	24	\$3,061	28	\$3,571
Transportation Engineer 2 - G Frazier	\$127.55			2	\$255	4	\$510	6	\$765
Transportation Engineer 2 - K Burk-Hise	\$127.55			2	\$255	4	\$510	6	\$765
Administrative Assistant 5 - M Stoll	\$102.66	4	\$411					4	\$411
Administrative Assistant 5 - D Vogel	\$102.66					4	\$411	4	\$411
Administrative Assistant 3 - J Frank	\$86.59					4	\$346	4	\$346
Administrative Assistant 3 - C Chatlain	\$86.59	2	\$173					2	\$173
IT Specialist 3 - D Muir	\$136.91	2	\$274					2	\$274
Transportation Planning Specialist 5 - B Bowden	\$186.95	1	\$187					1	\$187
<b>Labor Subtotal</b>		15	<b>\$1,960</b>	9	<b>\$1,166</b>	54	<b>\$6,878</b>	78	<b>\$10,004</b>
<b>Reimbursable Expense</b>	<b>Rate</b>	<b>Units</b>	<b>Total</b>	<b>Units</b>	<b>Total</b>	<b>Units</b>	<b>Total</b>	<b>Units</b>	<b>Total</b>
<b>Direct Subtotal</b>									
<b>TASK TOTAL</b>			<b>\$1,960</b>		<b>\$1,166</b>		<b>\$6,878</b>		<b>\$10,004</b>

Estimates are good for up to 90 days. Rates are subject to change annually (or sooner if inflation requires it).

Direct Costs are estimates.

\*Per diem will be paid according to IRS regulations.

Fiscal review:



Clark Chatlain

Submitted by:



Kelly Derr

**Project Total**

**\$10,004**

Submitted on

October 8, 2024



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/24/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> AssuredPartners Design Professionals Insurance Services, LLC 3697 Mt. Diablo Blvd Suite 230 Lafayette CA 94549  License#: 6003745 PARAINC-01	<b>CONTACT NAME:</b> Jennifer Aguirre <b>PHONE (A/C. No. Ext):</b> (510) 465-3090 <b>FAX (A/C. No):</b> <b>E-MAIL ADDRESS:</b> DesignProCerts@AssuredPartners.com													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: Valley Forge Insurance Company</td> <td>20508</td> </tr> <tr> <td>INSURER B: Continental Insurance Company</td> <td>35289</td> </tr> <tr> <td>INSURER C: XL Specialty Insurance Company</td> <td>37885</td> </tr> <tr> <td>INSURER D: National Fire Insurance of Hartford</td> <td>20478</td> </tr> <tr> <td>INSURER E: Continental Casualty Company</td> <td>20443</td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Valley Forge Insurance Company	20508	INSURER B: Continental Insurance Company	35289	INSURER C: XL Specialty Insurance Company	37885	INSURER D: National Fire Insurance of Hartford	20478	INSURER E: Continental Casualty Company	20443	INSURER F:
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INSURER F:														

**COVERAGES** **CERTIFICATE NUMBER: 170722657** **REVISION NUMBER:**


THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
D	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual Liab <input checked="" type="checkbox"/> XCU Included GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: WA Stop Gap/EL	Y	Y	6050531366	11/1/2024	11/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 WA Stop Gap \$ 1,000,000
E	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	6050531352	11/1/2024	11/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0			6050531433	11/1/2024	11/1/2025	EACH OCCURRENCE \$ 15,000,000 AGGREGATE \$ 15,000,000 \$
A D	<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	6050531383 6050531402	11/1/2024 11/1/2024	11/1/2025 11/1/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER WA STOP GAP E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liability Claims Made Pollution Liability Included		Y	DPR5035932	11/1/2024	11/1/2025	Per Claim \$2,000,000 Annual Aggregate \$2,000,000 Retroactive Date 01/01/1969

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 Umbrella Liability policy is a follow-form to underlying General Liability/Auto Liability/Employers Liability.  
 Project Name: City of Spokane 2021-2022 On-Call Services --

City of Spokane, its officers and employees are named as Additional Insured on General Liability and Auto Liability, per policy forms, with respect to the operations of the Named Insured as required by written contract or agreement.

**CERTIFICATE HOLDER** **CANCELLATION 30 Day Notice of Cancellation**

City of Spokane Attn: Dan Buller 808 W. Spokane Falls Blvd. Spokane WA 99201	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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**Blanket Additional Insured - Owners, Lessees or Contractors - with Products-Completed Operations Coverage Endorsement**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

It is understood and agreed as follows:

**I. WHO IS AN INSURED** is amended to include as an **Insured** any person or organization whom you are required by **written contract** to add as an additional insured on this **coverage part**, but only with respect to liability for **bodily injury, property damage or personal and advertising injury** caused in whole or in part by your acts or omissions, or the acts or omissions of those acting on your behalf:

**A.** in the performance of your ongoing operations subject to such **written contract**; or

**B.** in the performance of **your work** subject to such **written contract**, but only with respect to **bodily injury or property damage** included in the **products-completed operations hazard**, and only if:

1. the **written contract** requires you to provide the additional insured such coverage; and
2. this **coverage part** provides such coverage.

**II.** But if the **written contract** requires:

**A.** additional insured coverage under the 11-85 edition, 10-93 edition, or 10-01 edition of CG2010, or under the 10-01 edition of CG2037; or

**B.** additional insured coverage with "arising out of" language; or

**C.** additional insured coverage to the greatest extent permissible by law;

then paragraph **I.** above is deleted in its entirety and replaced by the following:

**WHO IS AN INSURED** is amended to include as an **Insured** any person or organization whom you are required by **written contract** to add as an additional insured on this **coverage part**, but only with respect to liability for **bodily injury, property damage or personal and advertising injury** arising out of **your work** that is subject to such **written contract**.

**III.** Subject always to the terms and conditions of this policy, including the limits of insurance, the Insurer will not provide such additional insured with:

**A.** coverage broader than required by the **written contract**; or

**B.** a higher limit of insurance than required by the **written contract**.

**IV.** The insurance granted by this endorsement to the additional insured does not apply to **bodily injury, property damage, or personal and advertising injury** arising out of:

**A.** the rendering of, or the failure to render, any professional architectural, engineering, or surveying services, including:

1. the preparing, approving, or failing to prepare or approve maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; and
2. supervisory, inspection, architectural or engineering activities; or

**B.** any premises or work for which the additional insured is specifically listed as an additional insured on another endorsement attached to this **coverage part**.

**V.** Under **COMMERCIAL GENERAL LIABILITY CONDITIONS**, the Condition entitled **Other Insurance** is amended to add the following, which supersedes any provision to the contrary in this Condition or elsewhere in this **coverage part**:

CNA75079XX (10-16)

Page 1 of 2

Nat'l Fire Ins Co of Hartford

Insured Name: PARAMETRIX, INC.

Policy No: 6050531366

Endorsement No: 15



**Blanket Additional Insured - Owners, Lessees or Contractors - with Products-Completed Operations Coverage Endorsement****Primary and Noncontributory Insurance**

With respect to other insurance available to the additional insured under which the additional insured is a named insured, this insurance is primary to and will not seek contribution from such other insurance, provided that a **written contract** requires the insurance provided by this policy to be:

1. primary and non-contributing with other insurance available to the additional insured; or
2. primary and to not seek contribution from any other insurance available to the additional insured.

But except as specified above, this insurance will be excess of all other insurance available to the additional insured.

**VI. Solely with respect to the insurance granted by this endorsement, the section entitled COMMERCIAL GENERAL LIABILITY CONDITIONS is amended as follows:**

The Condition entitled **Duties In The Event of Occurrence, Offense, Claim or Suit** is amended with the addition of the following:

Any additional insured pursuant to this endorsement will as soon as practicable:

1. give the Insurer written notice of any **claim**, or any **occurrence** or offense which may result in a **claim**;
2. send the Insurer copies of all legal papers received, and otherwise cooperate with the Insurer in the investigation, defense, or settlement of the **claim**; and
3. make available any other insurance, and tender the defense and indemnity of any **claim** to any other insurer or self-insurer, whose policy or program applies to a loss that the Insurer covers under this **coverage part**. However, if the **written contract** requires this insurance to be primary and non-contributory, this paragraph 3. does not apply to insurance on which the additional insured is a named insured.

The Insurer has no duty to defend or indemnify an additional insured under this endorsement until the Insurer receives written notice of a **claim** from the additional insured.

**VII. Solely with respect to the insurance granted by this endorsement, the section entitled DEFINITIONS is amended to add the following definition:**

**Written contract** means a written contract or written agreement that requires you to make a person or organization an additional insured on this **coverage part**, provided the contract or agreement:

- A. is currently in effect or becomes effective during the term of this policy; and
- B. was executed prior to:
  1. the **bodily injury** or **property damage**; or
  2. the offense that caused the **personal and advertising injury**;for which the additional insured seeks coverage.

Any coverage granted by this endorsement shall apply solely to the extent permissible by law.

All other terms and conditions of the Policy remain unchanged.

This endorsement, which forms a part of and is for attachment to the Policy issued by the designated Insurers, takes effect on the effective date of said Policy at the hour stated in said Policy, unless another effective date is shown below, and expires concurrently with said Policy.



Waiver of Transfer of Rights of Recovery Against Others to the Insurer Endorsement

This endorsement modifies insurance provided under the following:

- COMMERCIAL GENERAL LIABILITY COVERAGE PART
- PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE
<b>Name Of Person Or Organization:</b>
ANY PERSON OR ORGANIZATION WHOM THE NAMED INSURED HAS AGREED IN WRITING IN A CONTRACT OR AGREEMENT TO WAIVE SUCH RIGHTS OF RECOVERY, BUT ONLY IF SUCH CONTRACT OR AGREEMENT:
1. IS IN EFFECT OR BECOMES EFFECTIVE DURING THE TERM OF THIS COVERAGE PART; AND 2. WAS EXECUTED PRIOR TO THE BODILY INJURY, PROPERTY DAMAGE OR PERSONAL AND ADVERTISING INJURY GIVING RISE TO THE CLAIM.

(Information required to complete this Schedule, if not shown above, will be shown in the Declarations.)

Under **COMMERCIAL GENERAL LIABILITY CONDITIONS**, it is understood and agreed that the condition entitled **Transfer Of Rights Of Recovery Against Others To Us** is amended by the addition of the following:

With respect to the person or organization shown in the Schedule above, the Insurer waives any right of recovery the Insurer may have against such person or organization because of payments the Insurer makes for injury or damage arising out of the **Named Insured's** ongoing operations or **your work** included in the **products-completed operations hazard**.

All other terms and conditions of the Policy remain unchanged.

This endorsement, which forms a part of and is for attachment to the Policy issued by the designated Insurers, takes effect on the effective date of said Policy at the hour stated in said Policy, unless another effective date is shown below, and expires concurrently with said Policy.

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CONTRACTORS EXTENDED COVERAGE ENDORSEMENT - BUSINESS AUTO PLUS

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

**I. LIABILITY COVERAGE**

**A. Who Is An Insured**

The following is added to **Section II, Paragraph A.1., Who Is An Insured:**

1. a. Any incorporated entity of which the Named Insured owns a majority of the voting stock on the date of inception of this Coverage Form; provided that,
  - b. The insurance afforded by this provision **A.1.** does not apply to any such entity that is an **insured** under any other liability "policy" providing **auto** coverage.
2. Any organization you newly acquire or form, other than a limited liability company, partnership or joint venture, and over which you maintain majority ownership interest.

The insurance afforded by this provision **A.2.:**

- a. Is effective on the acquisition or formation date, and is afforded only until the end of the policy period of this Coverage Form, or the next anniversary of its inception date, whichever is earlier.
- b. Does not apply to:
  - (1) **Bodily injury** or **property damage** caused by an **accident** that occurred before you acquired or formed the organization; or
  - (2) Any such organization that is an **insured** under any other liability "policy" providing **auto** coverage.
3. Any person or organization that you are required by a written contract to name as an additional insured is an **insured** but only with respect to their legal liability for acts or omissions of a person, who qualifies as an **insured** under **SECTION II – WHO IS AN INSURED** and for whom Liability Coverage is afforded under this policy. If required by written contract, this insurance will be primary and non-contributory to insurance on which the additional insured is a Named Insured.
4. An **employee** of yours is an **insured** while operating an **auto** hired or rented under a contract or agreement in that **employee's** name, with your permission, while performing duties related to the conduct of your business.

"Policy", as used in this provision **A. Who Is An Insured**, includes those policies that were in force on the inception date of this Coverage Form but:

1. Which are no longer in force; or
2. Whose limits have been exhausted.

**B. Bail Bonds and Loss of Earnings**

**Section II, Paragraphs A.2. (2) and A.2. (4)** are revised as follows:

1. In **a.(2)**, the limit for the cost of bail bonds is changed from \$2,000 to \$5,000; and
2. In **a.(4)**, the limit for the loss of earnings is changed from \$250 to \$500 a day.



**C. Fellow Employee**

**Section II, Paragraph B.5** does not apply.

Such coverage as is afforded by this provision C. is excess over any other collectible insurance.

**II. PHYSICAL DAMAGE COVERAGE**

**A. Glass Breakage – Hitting A Bird Or Animal – Falling Objects Or Missiles**

The following is added to **Section III, Paragraph A.3.:**

With respect to any covered **auto**, any deductible shown in the Declarations will not apply to glass breakage if such glass is repaired, in a manner acceptable to us, rather than replaced.

**B. Transportation Expenses**

**Section III, Paragraph A.4.a.** is revised, with respect to transportation expense incurred by you, to provide:

- a. \$60 per day, in lieu of \$20; subject to
- b. \$1,800 maximum, in lieu of \$600.

**C. Loss of Use Expenses**

**Section III, Paragraph A.4.b.** is revised, with respect to loss of use expenses incurred by you, to provide:

- a. \$1,000 maximum, in lieu of \$600.

**D. Hired "Autos"**

The following is added to **Section III. Paragraph A.:**

**5. Hired "Autos"**

If Physical Damage coverage is provided under this policy, and such coverage does not extend to Hired Autos, then Physical Damage coverage is extended to:

- a. Any covered **auto** you lease, hire, rent or borrow without a driver; and
- b. Any covered **auto** hired or rented by your **employee** without a driver, under a contract in that individual **employee's** name, with your permission, while performing duties related to the conduct of your business.
- c. The most we will pay for any one **accident** or **loss** is the actual cash value, cost of repair, cost of replacement or \$75,000, whichever is less, minus a \$500 deductible for each covered auto. No deductible applies to **loss** caused by fire or lightning.
- d. The physical damage coverage as is provided by this provision is equal to the physical damage coverage(s) provided on your owned **autos**.
- e. Such physical damage coverage for hired **autos** will:
  - (1) Include loss of use, provided it is the consequence of an **accident** for which the Named Insured is legally liable, and as a result of which a monetary loss is sustained by the leasing or rental concern.
  - (2) Such coverage as is provided by this provision will be subject to a limit of \$750 per **accident**.

**E. Airbag Coverage**

The following is added to **Section III, Paragraph B.3.:**

The accidental discharge of an airbag shall not be considered mechanical breakdown.



**F. Electronic Equipment**

**Section III, Paragraphs B.4.c and B.4.d.** are deleted and replaced by the following:

- c. Physical Damage Coverage on a covered **auto** also applies to **loss** to any permanently installed electronic equipment including its antennas and other accessories
- d. A \$100 per occurrence deductible applies to the coverage provided by this provision.

**G. Diminution In Value**

The following is added to **Section III, Paragraph B.6.:**

Subject to the following, the **diminution in value** exclusion does not apply to:

- a. Any covered **auto** of the private passenger type you lease, hire, rent or borrow, without a driver for a period of 30 days or less, while performing duties related to the conduct of your business; and
- b. Any covered **auto** of the private passenger type hired or rented by your **employee** without a driver for a period of 30 days or less, under a contract in that individual **employee's** name, with your permission, while performing duties related to the conduct of your business.
- c. Such coverage as is provided by this provision is limited to a **diminution in value** loss arising directly out of accidental damage and not as a result of the failure to make repairs; faulty or incomplete maintenance or repairs; or the installation of substandard parts.
- d. The most we will pay for **loss** to a covered **auto** in any one accident is the lesser of:
  - (1) \$5,000; or
  - (2) 20% of the **auto's** actual cash value (ACV).

**III. Drive Other Car Coverage – Executive Officers**

The following is added to **Sections II and III:**

- 1. Any **auto** you don't own, hire or borrow is a covered **auto** for Liability Coverage while being used by, and for Physical Damage Coverage while in the care, custody or control of, any of your "executive officers", except:
  - a. An **auto** owned by that "executive officer" or a member of that person's household; or
  - b. An **auto** used by that "executive officer" while working in a business of selling, servicing, repairing or parking **autos**.

Such Liability and/or Physical Damage Coverage as is afforded by this provision.

- (1) Equal to the greatest of those coverages afforded any covered **auto**; and
- (2) Excess over any other collectible insurance.

- 2. For purposes of this provision, "executive officer" means a person holding any of the officer positions created by your charter, constitution, by-laws or any other similar governing document, and, while a resident of the same household, includes that person's spouse.

Such "executive officers" are **insureds** while using a covered **auto** described in this provision.

**IV. BUSINESS AUTO CONDITIONS**

**A. Duties In The Event Of Accident, Claim, Suit Or Loss**

The following is added to **Section IV, Paragraph A.2.a.:**



- (4) Your **employees** may know of an **accident** or **loss**. This will not mean that you have such knowledge, unless such **accident** or **loss** is known to you or if you are not an individual, to any of your executive officers or partners or your insurance manager.

The following is added to **Section IV, Paragraph A.2.b.:**

- (6) Your **employees** may know of documents received concerning a claim or **suit**. This will not mean that you have such knowledge, unless receipt of such documents is known to you or if you are not an individual, to any of your executive officers or partners or your insurance manager.

**B. Transfer Of Rights Of Recovery Against Others To Us**

The following is added to **Section IV, Paragraph A.5. Transfer Of Rights Of Recovery Against Others To Us:**

We waive any right of recovery we may have, because of payments we make for injury or damage, against any person or organization for whom or which you are required by written contract or agreement to obtain this waiver from us.

This injury or damage must arise out of your activities under a contract with that person or organization.

You must agree to that requirement prior to an **accident** or **loss**.

**C. Concealment, Misrepresentation or Fraud**

The following is added to **Section IV, Paragraph B.2.:**

Your failure to disclose all hazards existing on the date of inception of this Coverage Form shall not prejudice you with respect to the coverage afforded provided such failure or omission is not intentional.

**D. Other Insurance**

The following is added to **Section IV, Paragraph B.5.:**

Regardless of the provisions of Paragraphs **5.a.** and **5.d.** above, the coverage provided by this policy shall be on a primary non-contributory basis. This provision is applicable only when required by a written contract.

That written contract must have been entered into prior to **Accident** or **Loss**.

**E. Policy Period, Coverage Territory**

**Section IV, Paragraph B. 7.(5).(a).** is revised to provide:

- a. 45 days of coverage in lieu of 30 days.

**V. DEFINITIONS**

**Section V. paragraph C.** is deleted and replaced by the following:

**Bodily injury** means bodily injury, sickness or disease sustained by a person, including mental anguish, mental injury or death resulting from any of these.



WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule.

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

Schedule

Any Person or Organization on whose behalf you are required to obtain this waiver of our right to recover from under a written contract or agreement.

The premium charge for the endorsement is reflected in the Schedule of Operations.

All other terms and conditions of the policy remain unchanged.

This endorsement, which forms a part of and is for attachment to the policy issued by the designated Insurers, takes effect on the Policy Effective Date of said policy at the hour stated in said policy, unless another effective date (the Endorsement Effective Date) is shown below, and expires concurrently with said policy unless another expiration date is shown below.





BLANKET WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS

This endorsement changes the policy to which it is attached.

It is agreed that **Part One - Workers' Compensation Insurance G. Recovery From Others** and **Part Two - Employers' Liability Insurance H. Recovery From Others** are amended by adding the following:

We will not enforce our right to recover against persons or organizations. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

**PREMIUM CHARGE** - Refer to the Schedule of Operations

The charge will be an amount to which you and we agree that is a percentage of the total standard premium for California exposure. The amount is 2%.

All other terms and conditions of the policy remain unchanged.

This endorsement, which forms a part of and is for attachment to the policy issued by the designated Insurers, takes effect on the Policy Effective Date of said policy at the hour stated in said policy, unless another effective date (the Endorsement Effective Date) is shown below, and expires concurrently with said policy unless another expiration date is shown below.

Form No: G-19160-B (11-1997)

Endorsement Effective Date:

Endorsement Expiration Date:

Policy No: WC 6 50531383 Policy

Endorsement No: 2; Page: 1 of 1

Underwriting Company: American Casualty Company of Reading, Pennsylvania, 151 N Franklin St,  
Chicago, IL 60606



< **Business Lookup**

### License Information:

[New search](#) [Back to results](#)

**Entity name:** PARAMETRIX, INC.

**Business name:** PARAMETRIX INC

**Entity type:** [Profit Corporation](#)

**UBI #:** 600-135-349

**Business ID:** 001

**Location ID:** 0006

**Location:** Active

**Location address:** 835 N. POST STREET, SUITE 201  
BLDG 201  
SPOKANE WA 99201

**Mailing address:** PARAMETRIX INC  
1019 39TH AVE SE SUITE 100  
PUYALLUP WA 98374



**Excise tax and reseller permit status:**

[Click here](#)

**Secretary of State status:**

[Click here](#)

## Endorsements

Endorsements held at this lo	License #	Count	Details	Status	Expiration da	First issuance
Spokane General Business				Active	Apr-30-2025	Dec-18-2018

## Governing People May include governing people not registered with Secretary of State

Governing people	Title
DIEMER, BRENT	
FLINT, ROGER	
WILLIS, JOHN	

## Registered Trade Names

Registered trade names	Status	First issued
PARAMETRIX INC	Active	Dec-18-2018
PARAMETRIX, INC	Active	Dec-30-2021



**Registered trade names**

**Status**

**First issued**

PARAMETRIX, INC.

Active

Sep-16-1986

[View Additional Locations](#)

The Business Lookup information is updated nightly. Search date and time:  
10/30/2024 11:29:08 AM

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**Agenda Sheet for City Council:**

**Committee:** PIES **Date:** 11/18/2024

**Committee Agenda type:** Discussion

**Date Rec'd**

11/20/2024

**Clerk's File #**

RES 2024-0111

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/02/2024

**Submitting Dept**

CITY COUNCIL

**Bid #**

**Contact Name/Phone**

GINNY RAMOS 6714

**Requisition #**

**Contact E-Mail**

VRAMOS@SPOKANECITY.ORG

**Agenda Item Type**

Resolutions

**Council Sponsor(s)**

PDILLON LNAVARRETE

**Agenda Item Name**

0320 - SUPPORTING ENHANCED FRAUD PROTECTION AT VIRTUAL CURRENCY

**Agenda Wording**

A Resolution in support of an amendment of state law to enhance protection of consumers from fraud via virtual currency kiosks.

**Summary (Background)**

A resolution in support of a state law change that would enhance protection for consumers from fraud via virtual currency kiosks. There is increasing fraud involving victims who are induced into purchasing virtual currency and open themselves to theft of the purchase by fraud rings. The proposed legislation includes adding limitations to the amount able to be withdrawn, associated fees, and disclosures.

Lease? NO

Grant related? NO

Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost

\$

Current Year Cost

\$

Subsequent Year(s) Cost

\$

**Narrative**

**Amount**

**Budget Account**

Neutral

\$

#

Select

\$

#

Select

\$

#

Select

\$

#

\$

#

\$

#



## Committee Briefing Paper

### Public Infrastructure, Environment & Sustainability Committee

<b>Committee Date</b>	11/18/24
<b>Submitting Department</b>	City Council
<b>Contact Name</b>	Viriginia Ramos
<b>Contact Email &amp; Phone</b>	<a href="mailto:vramos@spokanecity.org">vramos@spokanecity.org</a> (509) 625-6714
<b>Council Sponsor(s)</b>	CM Dillon, CM Navarrete
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested: 5
<b>Agenda Item Name</b>	Resolution in support of an amendment to state law to enhance protection of consumers from fraud via virtual currency kiosks.
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>A resolution in support of a state law change that would enhance protection for consumers from fraud via virtual currency kiosks. There is increasing fraud involving victims who are induced into purchasing virtual currency and open themselves to theft of the purchase by fraud rings. The proposed legislation includes adding limitations to the amount able to be withdrawn, associated fees, and disclosures.</p> <p><b>Emergency Clause:</b> No</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A</p> <p>Total Cost: <a href="#">Click or tap here to enter text.</a></p> <p>    Current year cost: Unknown</p> <p>    Subsequent year(s) cost:</p> <p><b>Narrative: No financial, maintenance or fee requirements.</b></p> <p><b>Funding Source</b>            <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Specify funding source: <a href="#">Select Funding Source*</a></p> <p>Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a></p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.) <b>None</b></p>	
<p><b>Operations Impacts (If N/A, please give a brief description as to why)</b></p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? <b>None known or identified.</b></li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? <b>N/A</b></li> </ul>	

- How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution? **N/A**
- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?

The proposed state legislation would protect elderly and vulnerable adults from fraud and exploitation.



## RESOLUTION NO. 2024-0111

**A Resolution in support of an amendment of state law to enhance protection of consumers from fraud via virtual currency kiosks.**

**WHEREAS**, cryptocurrency is a type of digital currency that is used electronically through a phone, computer or a cryptocurrency ATM; and

**WHEREAS**, cryptocurrency is stored in a digital wallet, which can be located online, on a computer or on an external hard drive, and consists of a long string of numbers and letters; and

**WHEREAS**, cryptocurrency accounts are not insured by the United States Government, and therefore, the government has no established legal mechanism to assist consumers who have been victimized by criminals and bad actors; and

**WHEREAS**, criminals and bad actors have been utilizing cryptocurrency transactions to coerce money from vulnerable and elderly victims, often through dishonest means involving fake investment opportunities, impersonation, blackmail, or love interest requests; and

**WHEREAS**, cryptocurrency fraud schemes are initiated when criminals or bad actors contact victims on social media or dating application sites, build rapport and gain trust, and thereby lure victims into sending cryptocurrency funds to an unknown destination or recipient; and

**WHEREAS**, once consumers are enticed to send funds via cryptocurrency by unlawful or deceptive means, it is nearly impossible to recover those funds; and

**WHEREAS**, in 2023 reports of imposter scams in Washington State to the Federal Trade Commission were the highest rate per million in population than any other state reporting imposter scams.

**NOW, THEREFORE, BE IT RESOLVED** the Spokane City Council supports amendment of state law to enhance protection of consumers of virtual currency kiosks from fraud.

**ADOPTED** by the City Council this \_\_\_\_ day of \_\_\_\_\_, 2024.

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

Approved as to form:

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

**Agenda Sheet for City Council:****Committee:** PIES **Date:** 11/18/2024**Committee Agenda type:** Discussion**Date Rec'd**

11/20/2024

**Clerk's File #**

RES 2024-0112

**Cross Ref #****Project #****Council Meeting Date:** 12/02/2024**Submitting Dept**

CITY COUNCIL

**Bid #****Contact Name/Phone**

GINNY RAMOS 6714

**Requisition #****Contact E-Mail**

VRAMOS@SPOKANECITY.ORG

**Agenda Item Type**

Resolutions

**Council Sponsor(s)**

PDILLON LNAVARRETE KKLITZKE

**Agenda Item Name**

0320 - RESOLUTION SUPPORTING DELAY OF THORPE ROAD PROPERTY

**Agenda Wording**

A Resolution supporting the delay of the Department of Natural Resources land exchange of the Thorpe Road Property in Spokane's Latah Valley.

**Summary (Background)**

This resolution requests that the Department of Natural Resources delay the exchange of the Thorpe Road Property for 180 days to allow for concerned citizens, organizations and tribal communities to have their voices heard regarding the land exchange.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost \$

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative****Amount****Budget Account**

Neutral \$ #

Select \$ #

Select \$ #

Select \$ #

\$ #

\$ #



## Committee Briefing Paper

### Public Infrastructure, Environment & Sustainability Committee

<b>Committee Date</b>	11/18/24
<b>Submitting Department</b>	City Council
<b>Contact Name</b>	Virginia Ramos
<b>Contact Email &amp; Phone</b>	vramos@spokanecity.org
<b>Council Sponsor(s)</b>	CM's Dillon, Navarrete, and Klitzke
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested: 5
<b>Agenda Item Name</b>	Resolution Supporting Delay of Thorpe Road Property Exchange
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	<p>This resolution requests that the Department of Natural Resources delay the exchange of the Thorpe Road Property for 180 days to allow for concerned citizens, organizations and tribal communities to have their voices heard regarding the land exchange.</p>
<p>*use the Fiscal Impact box below for relevant financial information</p>	
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A</p> <p>Total Cost: <a href="#">Click or tap here to enter text.</a></p> <p>    Current year cost:</p> <p>    Subsequent year(s) cost:</p>	
<p><b>Narrative:</b> Please provide financial due diligence review, as applicable, such as number and type of positions, grant match requirements, summary type details (personnel, maintenance and supplies, capital, revenue), impact on rates, fees, or future shared revenue</p>	
<p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Specify funding source: Select Funding Source*</p> <p>Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a></p>	
<p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts</b> (If N/A, please give a brief description as to why)</p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? N/A</li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?</li> </ul>	

N/A

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

N/A

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

N/A

### **Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.

Supporting a delay on the exchange of the Thorpe Property is not related to equity or housing.

**RESOLUTION NO. 2024-0112**

A Resolution supporting the delay of the Department of Natural Resources land exchange of the Thorpe Road Property in Spokane’s Latah Valley.

**WHEREAS**, the Washington State Department of Natural Resources (“Department”) currently owns over 160-acres located on Thorpe Road (“Thorpe Road Property”) within the City of Spokane, District 2, and is marketing the land for transfer under the exchange of state lands program authorized under RCW 79.17.010; and

**WHEREAS**, the Thorpe Road Property is potentially going to be transferred via land exchange to private developers by the Department of Natural Resources; and

**WHEREAS**, the exchange of the Thorpe Road Property and potential development of the land, will have implications affecting many interested communities as it has significant support to remain a conservation area; and

**WHEREAS**, during the 2024 Washington State Legislation session, the City Of Spokane applied for the Thorpe Road Property to be part of the Trust Land Transfer (TLT) program because of the ecological value and public benefits; and

**WHEREAS**, the Spokane City Council has received comments from concerned citizens, organizations and tribal communities regarding the exchange of the Thorpe Road Property, and there are concerns their voices have not been heard during the Department’s process for vetting the transfer of the property; and

**WHEREAS**, the Spokane City Council believes that community comment on any exchange of public natural resource property should be properly vetted by all interested parties, including organizations, individuals and tribal communities.

**NOW, THEREFORE, BE IT RESOLVED**, the Spokane City Council requests that Washington Department of Natural Resources delay the sale or transfer of the Thorpe Road property for 180 days to provide an opportunity for various organizations and tribal communities to weigh in on the sale/transfer.

Adopted by the City Council this \_\_\_\_ day of \_\_\_\_\_, 2024.

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

Approved as to form:

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



**Agenda Sheet for City Council:**

**Committee:** PIES **Date:** 11/18/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/20/2024

**Clerk's File #** RES 2024-0113

**Cross Ref #** ORD C36461

**Project #**

**Council Meeting Date:** 12/02/2024

<b>Submitting Dept</b>	INTEGRATED CAPITAL	<b>Bid #</b>	
------------------------	--------------------	--------------	--

<b>Contact Name/Phone</b>	MARCIA DAVIS 509.625.6398	<b>Requisition #</b>	
---------------------------	---------------------------	----------------------	--

<b>Contact E-Mail</b>	MDAVIS@SPOKANECITY.ORG		
-----------------------	------------------------	--	--

<b>Agenda Item Type</b>	Resolutions		
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<b>Council Sponsor(s)</b>	BWILKERSON JBINGLE KKLITZKE		
---------------------------	-----------------------------	--	--

<b>Agenda Item Name</b>	0450 - ANNUAL INCREASE FOR GENERAL FACILITIES CHARGES		
-------------------------	---	--	--

**Agenda Wording**

Annual increase for water and wastewater General Facilities Charges (GFC).

**Summary (Background)**

The General Facility Charges (GFC) Ordinances for water and wastewater provide for an annual increase to be generated from an analytical analysis based on the ENR index calculated by City Staff each October. The analytical analysis has now been completed for cost increases in 2025. The SMC states that the City will publish an update of GFC rates by January 1 of each year. Attached are a resolution to approve the increase and supporting data in the analytical analysis.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost	\$
------------	----

Current Year Cost	\$
-------------------	----

Subsequent Year(s) Cost	\$
-------------------------	----

**Narrative**

General facilities charges are intended to defray the costs created by new system demands.

**Amount**

**Budget Account**

Revenue	\$ Various	# Various
Select	\$	#
Select	\$	#
Select	\$	#
	\$	#
	\$	#





## Continuation of Wording, Summary, Approvals, and Distribution

### Agenda Wording

### Summary (Background)

#### **Approvals**

##### Dept Head

DAVIS, MARCIA

##### Division Director

FEIST, MARLENE

##### Accounting Manager

ALBIN-MOORE, ANGELA

##### Legal

SCHOEDEL, ELIZABETH

##### For the Mayor

PICCOLO, MIKE

#### **Additional Approvals**

#### **Distribution List**

eraea@spokanecity.org

ddaniels@spokanecity.org

icmaccounting@spokanecity.org

mdavis@spokanecity.org

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Committee Date</b>	November 18, 2024
<b>Submitting Department</b>	ICM
<b>Contact Name</b>	Marcia Davis
<b>Contact Email &amp; Phone</b>	<a href="mailto:mdavis@spokanecity.org">mdavis@spokanecity.org</a> & 509.625.6398
<b>Council Sponsor(s)</b>	CP Wilkerson, CM Bingle, CM Klitzke
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion Time Requested:
<b>Agenda Item Name</b>	Annual increase for General Facilities Charges
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>The General Facility Charges (GFC) Ordinances for water (SMC 13.04.2042) and wastewater (SMC 13.03.0732) provide for an annual increase to be generated from an analytical analysis based on Engineering News-Record Index (ENR) calculated by City Staff each October. The analytical analysis has now been completed for cost increases in 2025.</p> <p>The SMC further states that the City will publish an update of GFC rates by January 1 of each year. Attached are a resolution to approve the increase and supporting data in the analytical analysis. The updated GFC rates will be published on the City's <a href="#">webpage for GFCs</a>.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A</p> <p>Total Cost: <small>Click or tap here to enter text.</small></p> <p>Current year cost:</p> <p>Subsequent year(s) cost:</p> <p><b>Narrative:</b> <u>General facilities charges are intended to defray the costs created by new system demands.</u></p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Specify funding source: Select Funding Source*</p> <p>Is this funding source sustainable for future years, months, etc? <small>Click or tap here to enter text.</small></p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts (If N/A, please give a brief description as to why)</b></p> <ul style="list-style-type: none"> <li>What impacts would the proposal have on historically excluded communities?</li> </ul> <p>Public works services and projects are designed to serve all citizens and businesses. We strive to offer a consistent level of service to all, to distribute public investment throughout the community and to respond to gaps in services identified in various City plans.</p>	

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

N/A

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

Public Works follows the City's established procurement and public works bidding regulations and policies to bring items forward, and then uses contract management best practices to ensure desired outcomes and regulatory compliance.

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

This work is consistent with annual budget strategies to limit costs and approved projects in the 6-year CIP.

#### **Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.

N/A

**RESOLUTION**

A resolution regarding General Facilities Charges annual increase for 2025 as required by Spokane Municipal Code (SMC) section 13.03.0734 and 13.04.0244.

WHEREAS, the Spokane Municipal Code (SMC) Sections 13.04.2044 and 13.03.0734 provide for General Facilities Charges (GFC) to be updated annually based on the Engineering News Record Index (ENR) calculated by city staff to occur each January 1st; and

WHEREAS, city staff have reviewed the ENR from October 2023 to October 2024 and conducted an analytical analysis to calculate the GFC rate for 2025, as contained in Attachment "A"; and

WHEREAS, the 2025 GFC charges shall be amended effective January 1, 2025, as reflected in Attachment "B"; and

-- NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SPOKANE that the City Council hereby approves the amendment of the General Facilities Charges annual increase as contained in Attachment "B".

ADOPTED by City Council this \_\_\_\_ day of November 2024.

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

Approved as to form:

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

ATTACHMENT "A"

Analytical Analysis for Annual Rate Increases for General Facility Charges (GFC)

## ATTACHMENT "B"

### 2025 General Facility Charges

The 2025 ENR Adjusted rates will go into effect January 1, 2025. The 2026 ENR Adjusted Rates are only representative, and the actual rate will be published prior to January 1, 2026. The 2026 Rate will be updated in with the ENR CCI increase from October 2024 to October 2025 to account for 2025 inflation rate.

<b>Wastewater General Facilities Charge Updated for 2025</b>		
Meter Size	City-Wide Calculated Charge	
	2025	2026
5/8"	\$2,367	\$4,733
3/4"	\$5,611	\$7,100
1"	\$7,977	\$11,833
1.5"	\$17,661	\$23,667
2"	\$24,762	\$37,867
3"	\$52,123	\$82,834
4"	\$87,481	\$142,002
6"	\$190,033	\$319,503
8" *Based on needed flowrates	To be Calculated	
10" *Based on needed flowrates	To be Calculated	

**Table 6:** Sewer GFC Updated Rates

<b>Water General Facilities Charge Updated for 2025</b>		
Meter Size	City-Wide Calculated Charge	
	2025	2026
5/8"	\$1,683	\$3,366
3/4"	\$3,582	\$5,049
1"	\$5,266	\$8,415
1.5"	\$11,408	\$16,831
2"	\$16,458	\$26,930
3"	\$34,952	\$58,909
4"	\$58,958	\$100,988
6"	\$129,160	\$227,222
8" *Based on needed flowrates	To be Calculated	
10" *Based on needed flowrates	To be Calculated	

**Table 7:** Water GFC Update Rates

DATE: October 28, 2024

TO: **Marcia Davis** | Integrated Capital Management

FROM: **Adam Rhoades** | Integrated Capital Management

RE: Analytical Analysis for Annual Rate Increases for General Facility Charges (GFCs)



## Summary

The purpose of this memorandum is to provide updated 2025 rates and representative 2026 rates for General Facilities Charges (GFCs) based on the Engineering News Record (ENR) Construction Cost Index (CCI). Ordinance C36361 [reference 4], Spokane Municipal Code 13.03.0732 (Sewer) [reference 1] and 13.04.2042 (Water) [reference 2], require an annual adjustment to the values based on ENR CCI. The 2024 October index value was 13,632.23, representing an 0.99 percent increase over the 2023 October index value of 13,497.97. This 0.99 percent increase will be applied to current GFC rates published in 2024 [reference 5] to establish the 2025 rate and a representative 2026 rate for Water and Wastewater. 2025 rates will go into effect January 1, 2025, and be updated on the City website [reference 5]. The 2026 rates are only representative, and the actual rate will be published prior to January 1, 2026.

## Background

Ordinance C36361 [reference 4] updated the City's General Facilities Charges (GFCs) for sewer and water was passed by Spokane City Council on November 20, 2023. The GFC Schedule for both water and wastewater was implemented over a 3-year period, with rates calculated for 2024, 2025, and 2026. The ordinance provided representative rates in 2023 dollars that would be updated with the Engineering News Record (ENR) Construction Cost Index (CCI) to account for inflation. These rates were update based on the 2022 to 2023 ENR CCI increase and the 2024 adjusted rates were posted on the City website [reference 5]. Spokane Municipal Code 13.03.0732 (Sewer) [reference 1] and 13.04.2042 (Water) [reference 2] directs an analytical analysis method for the annual increase to be:

- based on the Engineering News-Record Index (ENR)
- calculated by City Staff
- from the ENR of October to October for the previous year
- added to the previous year's GFC rates, and
- the new GFC rates are to be published by January 1<sup>st</sup>

## 2024 GFC Rates

The GFC rates calculated for 2024 Water and Wastewater are shown on the City's website, as listed in reference 5. The 2024 GFC rates went into effect March 5, 2024. The 2025 and 2026 rates are only representative values that have accounted for the 2023 ENR CCI increase in inflation. The 2025 and 2026 rates will be annually adjusted based on the ENR index. These rates are shown in Tables 1 and 2 below.



## Water GFC Rates

Meter Size	City-Wide Calculated Charge		
	2024	2025	2026
5/8"	\$834	\$1,667	\$3,333
3/4"	\$2,821	\$3,547	\$5,000
1	\$3,655	\$5,214	\$8,333
1.5	\$8,611	\$11,296	\$16,666
2	\$11,112	\$16,297	\$26,666
3	\$22,748	\$34,609	\$58,332
4	\$37,572	\$58,380	\$99,998
6	\$79,343	\$127,894	\$224,995
8 *Based on needed flowrates	To be calculated		
10 *Based on needed flowrates	To be calculated		

**Table 1: 2024 Water GFC Rates**

## Wastewater GFC Rates

Meter Size	City-Wide Calculated Charge		
	2024	2025	2026
5/8"	\$1,172	\$2,344	\$4,687
3/4"	\$4,819	\$5,556	\$7,030
1	\$5,991	\$7,899	\$11,717
1.5	\$14,515	\$17,488	\$23,435
2	\$18,029	\$24,519	\$37,496
3	\$36,407	\$51,612	\$82,022
4	\$59,632	\$86,624	\$140,610
6	\$124,069	\$188,170	\$316,371
8 *Based on needed flowrates	To be calculated		
10 *Based on needed flowrates	To be calculated		

**Table 2: 2024 Sewer GFC Rates**

## Annual inflation analytical analysis for 2025

This annual increase is based on data gathered from CCI table on the ENR website listed in reference 3. The values from October 2023 and October 2024 CCI are used to calculate the inflation percentage. The inflation percent is rounded to the second decimal place based on the value of the third decimal place following these rules: if the third decimal place is within the ranges 0-5 then the value in the second decimal place is kept the same; if the value in the third decimal place is within the ranges 6-9 then the second decimal place is increase by 1. The 2024 October index value was 13,632.23, representing an 0.99 percent increase over the 2023 October index value of 13,497.97. This is shown below in Table 3 and Equation 1.





Year - Month	ENR Index (CCI)	Change
2023 - Oct	13497.97	
2024 - Oct	13632.23	0.99%

**Table 3:** ENR CCI 2023 to 2024

$$\frac{(Current\ CCI\ (2024)) - (Previous\ CCI\ (2023))}{(Previous\ CCI\ (2023))} \times 100 = Inflation\ Rate\ \% = Rounded\ \%$$

$$\frac{(13632.23) - (13497.97)}{(13497.97)} \times 100 = 0.994668087\% = 0.99\%$$

**Equation 1:** ENR CCI Inflation Rate

This 0.99% increase was applied directly to the Water and Wastewater GFCs rates for the years 2025 and 2026. Tables 4 and 5 reflect the GFC rates published in 2024 and the ENR Adjusted Rate. The “2025 Rate” and “2026 Rate” shown below were the representative rates published in 2024 and were only representative of the 2023 ENR CCI increase; the link to access this information is provided below in reference 5. The “2025 ENR Adjusted Rate” and “2026 ENR Adjusted Rate” are calculated by applying a 0.99% increase to the “2025 Rate” and “2026 Rate” that were published in 2024. The adjusted rates are rounded to a whole dollar amount following these rules, if the first decimal place is within the ranges 0-5 then the value of the dollar amount is kept the same, if the value of the first decimal place is within the ranges 6-9 then the dollar amount will be increase by 1. An example calculation is shown below in Equation 2.

$$2025\ Rate\ (\$) \times ENR\ CCI\ Inflation\ Rate = 2025\ ENR\ Adjusted\ (\$) = Rounded\ (\$)$$

$$\$1,667 \times 1.0099 = \$1,683.5 = \$1,683$$

**Equation 2:** Example Calculation (Water 5/8” Meter Size)

Water General Facilities Charge Annual Increase				
Meter Size	2025 Rate (Published in 2024)	2025 ENR Adjusted Rate	2026 Rate (Published in 2024)	2026 ENR Adjusted Rate
5/8"	\$1,667	\$1,683	\$3,333	\$3,366
3/4"	\$3,547	\$3,582	\$5,000	\$5,049
1"	\$5,214	\$5,266	\$8,333	\$8,415
1.5"	\$11,296	\$11,408	\$16,666	\$16,831
2"	\$16,297	\$16,458	\$26,666	\$26,930
3"	\$34,609	\$34,952	\$58,332	\$58,909
4"	\$58,380	\$58,958	\$99,998	\$100,988
6"	\$127,894	\$129,160	\$224,995	\$227,222
8"	To be Calculated		To be Calculated	
10"	To be Calculated		To be Calculated	

**Table 4:** Rates with ENR GFCs Update for Water



<b>Wastewater General Facilities Charge</b>				
<b>Meter Size</b>	<b>2025 Rate (Published in 2024)</b>	<b>2025 ENR Adjusted Rate</b>	<b>2026 Rate (Published in 2024)</b>	<b>2026 ENR Adjusted Rate</b>
5/8"	\$2,344	\$2,367	\$4,687	\$4,733
3/4"	\$5,556	\$5,611	\$7,030	\$7,100
1"	\$7,899	\$7,977	\$11,717	\$11,833
1.5"	\$17,488	\$17,661	\$23,435	\$23,667
2"	\$24,519	\$24,762	\$37,496	\$37,867
3"	\$51,612	\$52,123	\$82,022	\$82,834
4"	\$86,624	\$87,481	\$140,610	\$142,002
6"	\$188,170	\$190,033	\$316,371	\$319,503
8"	To be Calculated		To be Calculated	
10"	To be Calculated		To be Calculated	

**Table 5:** Rates with ENR GFCs Update for Wastewater



## References:

### Sewer GFCs

- [1] - SMC 13.03.0732 - [Spokane Municipal Code - Section 13.03.0732: Wastewater General Facilities Charge \(GFC\) – Schedule of Charges \(spokanecity.org\)](#)

### Water GFCs

- [2] - SMC 13.04.2042 - [Spokane Municipal Code - Section 13.04.2042: Water General Facilities Charge – Schedule of Charges \(spokanecity.org\)](#)

### ENR CCI

- [3] - [Construction Cost Index History - As of October 2024 | Engineering News-Record \(enr.com\)](#)

### Ordinance

- [4] - [ADOPTED General Facilities Charge Fees Ordinance and Fee Schedule – Nov. 20, 2023 \(spokanecity.org\)](#)

### GFC

- [5] - [General Facilities Charges - City of Spokane, Washington \(spokanecity.org\)](#)



**Agenda Sheet for City Council:****Committee:** PIES **Date:** 11/18/2024**Committee Agenda type:** Discussion**Date Rec'd**

11/20/2024

**Clerk's File #**

RES 2024-0114

**Cross Ref #****Project #****Council Meeting Date:** 12/02/2024**Submitting Dept**

PARKS &amp; RECREATION

**Bid #****Contact Name/Phone**

GARRETT 509.363.5462

**Requisition #****Contact E-Mail**

GJONES@SPOKANECITY.ORG

**Agenda Item Type**

Resolutions

**Council Sponsor(s)**

BWILKERSON JBINGLE KKLITZKE

**Agenda Item Name**

1400 CITYWIDE PARK IMPROVEMENT PROGRAM BALLOT RESOLUTION

**Agenda Wording**

This resolution indefinitely defers the citywide park improvement and safety levy currently on the February 2025 to allow for a partnership with Spokane Public Schools for a citywide neighborhood investment.

**Summary (Background)**

This resolution indefinitely defers the citywide park improvement and safety levy currently on the February 2025 to allow for a partnership with Spokane Public Schools for a citywide neighborhood investment.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? NO

Total Cost \$ 225M over 20 years

Current Year Cost \$ N/A

Subsequent Year(s) Cost \$ +/- \$11M annually for 20 years

**Narrative**

Removes request for single year levy lid lift, 20 year duration from the February 2025 ballot.

**Amount****Budget Account**

Select	\$	#
Select	\$	#
Select	\$	#
Select	\$	#
	\$	#
	\$	#



## Continuation of Wording, Summary, Approvals, and Distribution

### Agenda Wording

### Summary (Background)

#### **Approvals**

##### Dept Head

CONLEY, JASON K.

##### Division Director

JONES, GARRETT

##### Accounting Manager

BUSTOS, KIM

##### Legal

SCHOEDEL, ELIZABETH

##### For the Mayor

PICCOLO, MIKE

#### **Additional Approvals**

#### **Distribution List**

gjones@spokanecity.org

nhamad@spokanecity.org

amcdaniel@spokanecity.org

## Committee Briefing Paper

### Public Safety & Community Health Committee

<b>Committee Date</b>	November 18, 2024
<b>Submitting Department</b>	Parks and Recreation
<b>Contact Name</b>	Garrett Jones
<b>Contact Email &amp; Phone</b>	<a href="mailto:gjones@spokanecity.org">gjones@spokanecity.org</a>   509.363.5462
<b>Council Sponsor(s)</b>	Betsy Wilkerson & Zack Zappone
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested: 10 minutes
<b>Agenda Item Name</b>	CITYWIDE PARK IMPROVEMENT PROGRAM BALLOT RESOLUTION
<b>Proposed Council Action</b>	<input type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	This resolution indefinitely defers the citywide park improvement and safety levy currently on the February 2025 to allow for a partnership with Spokane Public Schools for a citywide neighborhood investment.
*use the Fiscal Impact box below for relevant financial information	
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No    <input type="checkbox"/> N/A</p> <p>Total Cost: <u>\$225m OVER 20 YEARS</u></p> <p>    Current year cost: N/A</p> <p>    Subsequent year(s) cost: +/- \$11M annually for 20 years</p> <p><b>Narrative:</b> <span style="color: yellow;">█</span> <u>Removes request for single year levy lid lift, 20 year duration from the February 2025 ballot.</u></p> <p><b>Funding Source</b>    <input checked="" type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Specify funding source: Taxes</p> <p>Is this funding source sustainable for future years, months, etc? Si</p> <p><b>Expense Occurrence</b>    <input checked="" type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p> <p>Parks and Recreation budget will continue to be insufficient to meet system maintenance and repair needs until additional funding is secured in the future.</p>	
<p><b>Operations Impacts</b> (If N/A, please give a brief description as to why)</p> <p>What impacts would the proposal have on historically excluded communities?</p> <p>Parks and recreation will not be able to fund significant investment in park maintenance, repair and replacement within socially vulnerable &amp; geographically underserved communities until additional funding is secured.</p> <ul style="list-style-type: none"> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?</li> <li>• N/A</li> </ul>	

- How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?
- N/A
- Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?
- Ballot measure is heavily supported by city policy and various city planning documents. Removal of the measure allows for strategic partnership with Spokane Public Schools for a future measure to meet these goals.

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not.

## RESOLUTION NO. 2024-0114

A resolution requesting the Spokane County Auditor remove Proposition No. 1, the City's proposed property tax levy measure for park improvements, from the February 11, 2025 special election ballot.

WHEREAS, the City of Spokane, Washington ("City") is a first-class city duly organized and existing by virtue of the Constitution and laws of the state of Washington and its city charter; and

WHEREAS, the City has authority to enact a regular annual property tax levy and such other levies as may be approved by the electorate of the City, subject to applicable limitations, as required by law; and

WHEREAS, pursuant to Section 84 of the City Charter, the City Council of its motion may submit to popular vote for adoption or rejection at any election any proposed ordinance or measure; and,

WHEREAS, on December 4, 2023, the City Council adopted Resolution 2023-0095, requesting the Spokane County Auditor place Proposition No. 1, a property tax levy to support park improvements, before the voters of Spokane via a special election on August 6, 2024; and

WHEREAS, on April 29, 2024, the City Council adopted Resolution 2024-0043, requesting the Spokane County Auditor remove Proposition No. 1 from the August 6, 2024 special election ballot and instead schedule Proposition No. 1 for consideration by the voters on special election ballot for February 11, 2025; and

WHEREAS, the Spokane Park Board by resolution has requested City Council remove Proposition No.1 from the special election scheduled for February 11, 2025, setting forth in its reasons for indefinite deferral of the measure; and

WHEREAS, further deferral of Proposition No.1 will allow the Spokane Park Board to continue discussions with Spokane Public Schools regarding partnerships that enhance the community value of proposed community investments and programs that are expected to be funded by a future property tax levy.

NOW, THEREFORE, BE IT RESOLVED, by the Spokane City Council that:

**Section 1.** The Spokane County Auditor is hereby requested to remove City of Spokane Proposition No. 1 from the scheduled special election on February 11, 2025.



**Section 2.** The Spokane Park Board is requested to timely advise the City Council, by resolution, of its desire for a special property tax levy consistent with the timelines for submission and scheduling of ballot measures set forth in RCW 29A.04.330 and in the manner established by the Spokane County Auditor.

**Section 3.** This resolution shall take effect and be in full force immediately upon its passage.

ADOPTED by the City Council this \_\_\_\_\_ day of December, 2024.

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

Approved as to form:

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



**Agenda Sheet for City Council:**

**Committee:** Urban Experience **Date:** 06/10/2024

**Committee Agenda type:** Discussion

**Date Rec'd**

6/11/2024

**Clerk's File #**

ORD C36120

**Cross Ref #**

**Project #**

**Council Meeting Date:** 06/24/2024

**Submitting Dept**

DEVELOPMENT SERVICES CENTER

**Bid #**

**Contact Name/Phone**

ELDON BROWN 509-625-6305

**Requisition #**

**Contact E-Mail**

EBROWN@SPOKANECITY.ORG

**Agenda Item Type**

Final Reading Ordinance

**Council Sponsor(s)**

ZZAPPONE KKLITZKE

**Agenda Item Name**

FINALIZING VACATION ORDINANCE C-36120

**Agenda Wording**

Proposing to send to City Council for final reading of the ordinance.

**Summary (Background)**

On October 25, 2021, right-of-way vacation ordinance C-36120 for the VOA Hope House passed (subject to conditions) and the ordinance was read for the first time. Since that time, the applicant has come to an agreement with the adjoining neighbors regarding how striping, signing, and parking will be accomplished and enforced along the west curblineline of Adams St.

Lease? NO

Grant related? NO

Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost \$

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

**Amount**

**Budget Account**

Select	\$	#
Select	\$	#
Select	\$	#
Select	\$	#
	\$	#
	\$	#



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

**Dept Head**

PALMQUIST, TAMI

**Division Director**

MACDONALD, STEVEN

**Accounting Manager**

ORLOB, KIMBERLY

**Legal**

SCHOEDEL, ELIZABETH

**For the Mayor**

PICCOLO, MIKE

**Additional Approvals**

**Distribution List**

smacdonald@spokanecity.org

tpalmquist@spokanecity.org

ebrown@spokanecity.org

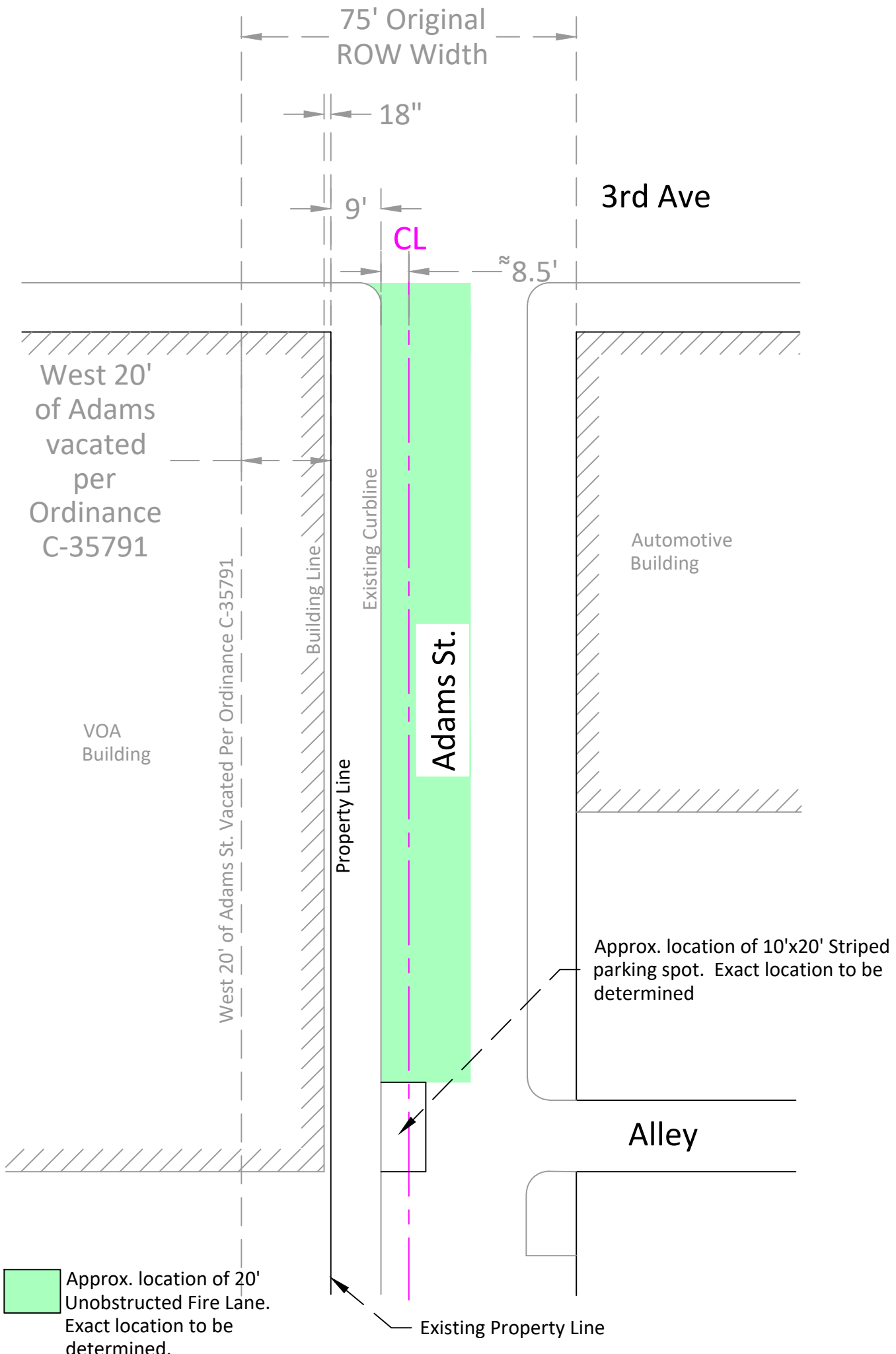
edjohnson@spokanecity.org

kkuchlenz@spokanecity.org

erivera@spokanecity.org


## Committee Agenda Sheet [Urban Experience Committee]

<b>Submitting Department</b>	Development Services
<b>Contact Name &amp; Phone</b>	Eldon Brown – 509-625-6305
<b>Contact Email</b>	<a href="mailto:ebrown@spokanecity.org">ebrown@spokanecity.org</a>
<b>Council Sponsor(s)</b>	TBD
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested: <u>10 Mins</u>
<b>Agenda Item Name</b>	Finalizing Vacation Ordinance C-36120
<b>Summary (Background)</b>	<p>On October 25, 2021, right-of-way vacation ordinance C-36120 for the VOA Hope House passed (subject to conditions) and the ordinance was read for the first time.</p> <p>Since that time, the applicant has come to an agreement with the adjoining neighbors regarding how striping, signing, and parking will be accomplished and enforced along the west curblineline of Adams St.</p>
<b>Proposed Council Action &amp; Date:</b>	Proposing to send to City Council for final reading of the ordinance.
<b>Fiscal Impact:</b> Total Cost: Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  Funding Source <input type="checkbox"/> One-time <input type="checkbox"/> Recurring Specify funding source:  Expense Occurrence <input type="checkbox"/> One-time <input type="checkbox"/> Recurring  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts</b>	
What impacts would the proposal have on historically excluded communities? NA	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? NA	
How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution? NA	
Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others? NA	



Approx. location of 20' Unobstructed Fire Lane. Exact location to be determined.

**TRANSMITTAL OF FIRST READING ORDINANCE**

DATE: November 17, 2021

TO: Erik Johnson  
Engineering Services

Clerk's File No.  
ORD C36120

FROM: Terri Pfister, City Clerk

RE: Vacation of Adams Street from the south line of Third Avenue

---

Attached is a copy of Ordinance C36120 for the vacation of:

**the east 55 feet of Adams Street from the south line of Third Avenue to the north line of I-90, together with the alley between Third Avenue and I-90, from the east line of Adams Street to the west line of Jefferson Street.**

This ordinance was read for the first time on October 25, 2021, and will be read for the final time when the necessary conditions have been met and this transmittal, signed and dated by the Engineering Services Director, is returned to the City Clerk's Office.

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

11/17/2021  
\_\_\_\_\_  
Date

-----  
Precedent conditions have been met and Ordinance C36120 is hereby returned for Final Reading.

  
\_\_\_\_\_  
Principal Engineer – Developer Services

Dated: 6/13/24  
\_\_\_\_\_



OFFICE OF THE CITY CLERK  
808 W. SPOKANE FALLS BLVD.  
SPOKANE, WASHINGTON 99201-3342  
509.625.6350

October 25, 2021

City Clerk File No.:  
ORD C36120

COUNCIL ACTION MEMORANDUM


RE: HEARING ON THE VACATION OF ADAMS STREET AND THE NEARBY ALLEY BETWEEN THIRD, I-90, ADAMS, AND JEFFERSON, AS REQUESTED BY THE VOLUNTEERS OF AMERICA HOPE HOUSE

During its 6:00 p.m. Legislative Session held virtually Monday, October 25, 2021, the Spokane City Council held a hearing on the above-described vacation. Subsequent to a presentation by Eldon Brown of Developer Services, public testimony, and Council commentary, the following action was taken:

**Upon Unanimous Roll Call Vote**, the City Council **approved, subject to conditions** (in the Street Vacation Report dated August 26, 2021), the vacation of Adams Street and the nearby alley between Third, I-90, Adams, and Jefferson.

**Ayes:** Beggs, Burke, Cathcart, Kinnear, Mumm, Stratton, and Wilkerson  
**Nays:** None  
**Abstain:** None  
**Absent:** None

In conjunction with the hearing, Ordinance C36120—vacating the east 55 feet of Adams Street from the south line of 3<sup>rd</sup> Avenue to the north line of I-90, together with the alley between 3<sup>rd</sup> Avenue and I-90, from the east line of Adams Street to the west line of Jefferson Street—was read for the first time, with further action deferred.

  
\_\_\_\_\_  
Terri L. Pfister, MMC  
Spokane City Clerk



**Agenda Sheet for City Council Meeting of:**  
10/25/2021

<b>Date Rec'd</b>	10/13/2021
<b>Clerk's File #</b>	ORD C36120
<b>Renews #</b>	

<b>Submitting Dept</b>	DSC, CODE ENFORCEMENT &	<b>Cross Ref #</b>	
<b>Contact Name/Phone</b>	ELDON BROWN 6305	<b>Project #</b>	
<b>Contact E-Mail</b>	EBROWN@SPOKANECITY.ORG	<b>Bid #</b>	
<b>Agenda Item Type</b>	First Reading Ordinance	<b>Requisition #</b>	
<b>Agenda Item Name</b>	4700 - STREET VACATION OF ADAMS ST. AND THE ALLEY BETWEEN 3RD, I-90,		

**Agenda Wording**

Vacation of Street Vacation of Adams St. and the nearby alley between 3rd, I-90, Adams, and Jefferson, as requested by the VOA Hope House

**Summary (Background)**

At its legislative session held on September 20, 2021, the City Council set a hearing on the above vacation for October 25, 2021. Staff has solicited responses from all concerned parties.

Lease? NO Grant related? NO Public Works? NO  
**Fiscal Impact** **Budget Account**

Neutral	\$	#
Select	\$	#
Select	\$	#
Select	\$	#

<b>Approvals</b>		<b>Council Notifications</b>	
<b>Dept Head</b>	BECKER, KRIS	<b>Study Session\Other</b>	PIES - 08/23/2021
<b>Division Director</b>	BECKER, KRIS	<b>Council Sponsor</b>	CM Lori Kinnear
<b>Finance</b>	ORLOB, KIMBERLY	<b>Distribution List</b>	
<b>Legal</b>	RICHMAN, JAMES	edjohnson@spokanecity.org	
<b>For the Mayor</b>	ORMSBY, MICHAEL	ebrown@spokanecity.org	
<b>Additional Approvals</b>		kbecker@spokanecity.org	
<b>Purchasing</b>		rbenzie@spokanecity.org	

FIRST READING OF THE ABOVE  
ORDINANCE HELD ON  
10/25/2021  
AND FURTHER ACTION WAS DEFERRED  
  
CITY CLERK



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

## ORDINANCE NO. C36120

An ordinance vacating the east 55 feet of Adams Street from the south line of 3<sup>rd</sup> Avenue to the north line of I-90, Together with the alley between 3<sup>rd</sup> Avenue and I-90, from the east line of Adams Street to the west line of Jefferson Street.

WHEREAS, pursuant to Chapter 35.79 RCW, the City may initiate by resolution the vacation of any street or portion thereof when it is in the public interest; and

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

The City of Spokane does ordain:

Section 1. That the east 55 feet of Adams Street, from the south line of 3<sup>rd</sup> Avenue to the north line of I-90, Together with the alley between 3<sup>rd</sup> Avenue and I-90, from the east line of Adams Street to the west line of Jefferson Street is hereby vacated. Parcel number not assigned.

Section 2. An easement is reserved and retained over and through the east 55 feet of Adams Street between the south line of 3<sup>rd</sup> Avenue and the north line of I-90 for the utility services of Verizon/MCI Metro, Zayo Communications, WSDOT, and the City of Spokane to protect existing and future utilities.

Section 3. An easement is reserved and retained over and through the alley between 3<sup>rd</sup> Avenue and I-90, from the west line of Jefferson Street to the east line of Adams Street and the alley's extension across Adams Street to the west line of Adams Street, for the utility services of Avista, Comcast, Lumen/CenturyLink, Verizon/MCIMetro, Zayo Communications, WSDOT, and the City of Spokane to protect existing and future utilities.

Passed the City Council \_\_\_\_\_

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

Attest: \_\_\_\_\_  
City Clerk

Approved as to Form:

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

\_\_\_\_\_  
Mayor

Date: \_\_\_\_\_


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

# Proposed Vacation



**Right-of-way Description:**  
Adams St. between 3rd and I-90, along with the alley  
between 3rd and I-90, from Adams to Jefferson

### Legend

 Proposed Vacation





**CITY OF SPOKANE  
DEVELOPMENT SERVICES**

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

**STREET VACATION REPORT**  
August 26, 2021

**LOCATION:** Adams between the south line of 3<sup>rd</sup> and I90 EXCEPT the west 20 feet TOGETHER with the alley between 3<sup>rd</sup> and I-90, from Adams to Jefferson.

**PROPONENT:** Silverstar Automotive & Hope House Development.

**PURPOSE:** To control access and aid in security.

**HEARING:** October 18, 2021

**REPORTS:**

**AVISTA UTILITIES**

Adams St. – No Comments

Alleyway - Avista has gas, transmission, and distribution lines in the requested vacated area and would like an easement reserved over the entire area.

**COMCAST**

Adams St. - Comcast has reviewed the vacation request. Enclosed is a Comcast system map showing Coax and Fiber crossing Adams St in the Alley South of 3<sup>rd</sup>. Due to this we can't approve this vacation without having access to our plant.



Adams St. – No Comments  
Alleyway - A 12-inch sewer is located here. An easement will be required providing access. Not sure if the storm pipe is also at this location, but if it is, it will need to be part of the easement.

**FIRE DEPARTMENT**

Adams St. – No Comments  
Alleyway - We have determined that this vacation does not appear to negatively affect or change our access.

**NEIGHBORHOOD SERVICES**

Adams St. – No Comments  
Alleyway – No Comments

**INLAND POWER**

Adams St. – Inland Power & Light Co has no utility facilities within the proposed area.  
Alleyway - Inland Power has no facilities within this area.

**VERIZON**

Adams St. – Verizon/MCIMetro currently has aerial fiber in this location and we do not wish to vacate any easement we currently have  
Alleyway – We have a very large fiber that Avista has already approved to place on their new poles in that area. I'm assuming the pole lead is staying?

**PARKS DEPARTMENT**

Adams St. – No Comments  
Alleyway – No Comments

**ZAYO COMMUNICATIONS**

Adams St. – Zayo has facilities on the poles with the Avista power in the proposed ROW vacation area. We would need to retain some access and utility easement along the current path.  
Alleyway - Zayo has no objection and or comment on the vacation request of alley-Adams-Jefferson.

**PLANNING & DEVELOPMENT – PLANNING**

Adams St. – Planning wise, Council will just need to determine if this vacation facilitates a public benefit. Although this street dead ends and provides very little public benefit as it is now.

Section 17C.124.035 Characteristics of Downtown Complete Street Designations

The downtown zones are complemented by the complete streets designations map (described in detail in the downtown plan) that further guides public and private development within the downtown. The different complete streets designations set different street standards and desired amenities based upon the intended use and desired qualities of the street. The complete streets designations are depicted on Map 5.1 "Streetscape Improvements" in the downtown plan and zoning layer. Right-of-ways found on the complete streets map shall not be vacated as the space is needed to incorporate the elements described in the complete street designation; provided, upon a finding that a vacation is needed in order to accommodate a public use, the City Council may approve a request to vacate such right-of-ways or portions thereof. Curb to property line and the sidewalk width shall not be reduced in order to allow for future complete street elements. The complete streets designation types are summarized below:

When we met with WSDOT there was concerns with access and our utilities.

Alleyway – No concerns

**POLICE DEPARTMENT**

Adams St. – No Comments  
Alleyway – No Comments

**SOLID WASTE MANAGEMENT**

Adams St. – No Comments  
Alleyway – No Comments

**STREET DEPARTMENT**

Adams St. - We do not have comments on the current proposal, but would like to remind that we have a comment regarding the pending proposal to vacate the alley between Adams and Jefferson. See below.

The Signal and Lighting section of the Street Department has conduit run on the west side of Jefferson St, Third Ave. to Freeway Ave North, which crosses the alley. This conduit contains fiber optic cable. Because of this



- conduit run, the Street Department does not support the vacation of this alley.
- Alleyway – The Signal and Lighting section of the Street Department has conduit run on the west side of Jefferson St. Third Ave to Freeway Ave North which crosses the alley. This conduit contains Fiber Optic cable. Because of this conduit run, the Street Department does not support the Vacation of this alley.

### **WASTEWATER MANAGEMENT**

- Adams St. – No Comments
- Alleyway – This is the third vacation request for this area. The first was made on Nov 6th, 2018 with our response on Nov 8th, 2018 which was for all of Adams from 3<sup>rd</sup> to 4<sup>th</sup> and the entire alley from Cedar to Jefferson. That was modified in the request we received on March 5<sup>th</sup>, 2019 (response on March 6<sup>th</sup>) that encompassed the alley from Cedar to Adams and the west half of Adams. Now this third request for the alley that was left out of the March revision.

### **We still strongly recommend denying this vacation request.**

There is a city 12" sewer main, a city 12" storm main and a 27" WSDOT storm main in or near that alley.

With regards to the storm lines. The city line takes drainage from Lincoln and Monroe south as far as 17<sup>th</sup> and is an overflow for the pond at Monroe and 4<sup>th</sup>. The WSDOT main handles the majority of storm runoff from I-90 west of Division. As I stated before these would have to have a minimum 30' no build easement centered on the mains. WSDOT would have to be consulted as well to see if their requirements are met as far as easements for their line.

The sewer main is 12" diameter 12'-13' deep. We would typically require a minimum 30' easement around this as well, but the alley is only 16' wide and we already have buildings and footings uncomfortably close to that main (at 1217 W. 3<sup>rd</sup>). Complicating matters are the fact that there are a number of other utilities, including electricity and power poles and a gas main (possibly others) in that same alley. All of that means a big problem if any repair is ever required for that sanitary main.



If this is vacated we would also require any construction around that main to include replacement of the entire sewer main to minimize (but not eliminate) the chances of us having to dig in that area in the future.

When all of that is done we would still require a full width, full access easement for the alley from Adams to Jefferson which means no construction or structures in the alley and no fences or gates blocking access to the easement. In all cases where we are requesting an easement it should extend to the full 30' centered on each main at any location there is not already a structure built. This would extend into what is currently private property north of the alley.

Any and all new storm and sanitary construction, including but not limited to storm inlets and mains, sanitary mains and any service connections, should be done by the property owner and would all have to be subject to inspection and acceptance by Wastewater Management Dept.

**WSDOT**  
Adams St.

– Thank you for the opportunity to review the above proposed vacation. In reviewing this vacation, WSDOT is concerned that if approved it would limit or prohibit our access to the I-90 right of way. WSDOT currently uses Adams Street as a means to reach our I-90 right of way where we have electrical components, water lines, and storm drains. Maintaining clear access to our right of way is important to WSDOT which is provided by Adams Street. Consequently, WSDOT is opposed to this vacation as it would cut off access to our right of way. Please let me know if you should have any questions on this matter

Alleyway

– Thank you for the opportunity to review the above requested vacation. In reviewing this proposed vacation the Washington State Department of Transportation (WSDOT) is opposed to the vacation for the following reasons:

WSDOT currently utilizes this alley to access our I-90 westbound off ramp. Our maintenance forces use this property to reach up to the ramp for electrical and other maintenance items.

1. WSDOT has electrical service cabinets located at ground level attached to the ramp which are accessed from the alley.
2. The alley is part of the local roadway network that could be utilized to relieve traffic on the adjacent east-west streets.

**WATER DEPARTMENT**

- Adams St. – No Comments  
Alleyway – Water does not appear to have any facilities in the proposed vacation limits.

**BICYCLE ADVISORY BOARD**

- Adams St. – No Comments  
Alleyway – No Comments

**RECOMMENDATION:** That a vacating ordinance be prepared subject to the following conditions:

1. An easement, as requested by Verizon/MCI Metro, Zayo Communications, WSDOT, and the City of Spokane shall be retained across the east 55 feet of Adams Street to protect existing and future utilities.
2. An easement, as requested by Avista Utilities, Comcast, CenturyLink/Lumen, Verizon/MCI Metro, WSDOT, and the City of Spokane shall be retained across the alley and the alley's extension across the east 55 feet of Adams St. to protect existing and future utilities.
3. In order for Silverstar Automotive (1227 W 3<sup>rd</sup>) to continue operating the existing business, an agreement will need to be established with the VOA that would prohibit parking on the west side of Adams St.
4. The applicant is requesting that City Council waive the requirement to pay the assessed value. If City Council does not waive the fee, the proponent shall pay to the City of Spokane the assessed valuation for the vacated land as defined by the latest information from the County Assessor's Office. This is calculated to be \$346,860.25 and is to be deposited to Budget Account #3200 49199 99999 39510.

*Erin W. Dunn*

**Agenda Sheet for City Council:****Committee:** Urban Experience **Date:** 11/11/2024**Committee Agenda type:** Consent**Date Rec'd**

11/13/2024

**Clerk's File #**

ORD C36615

**Cross Ref #****Project #****Council Meeting Date:** 11/25/2024**Submitting Dept**

DEVELOPMENT SERVICES CENTER

**Bid #****Contact Name/Phone**

DONNA DEBIT 6637

**Requisition #****Contact E-Mail**

DDEBIT@SPOKANECITY.ORG

**Agenda Item Type**

First Reading Ordinance

**Council Sponsor(s)**

JBINGLE ZZAPPONE KKLITZKE

**Agenda Item Name**

DSC - 4700 727 W FRANCIS REZONE – OFFICE (O) TO OFFICE RETAIL (OR)

**Agenda Wording**

On September 5, 2024, the City's Hearing Examiner approved file no. Z24-320REZN to rezone the site located at 727 W Francis Avenue, parcel no. 36312.0101 from Office (O) to Office Retail (OR). The land use designation is to remain 'Office'.

**Summary (Background)**

On September 5, 2024 the City's Hearing Examiner approved file no. Z24-320REZN to rezone the site located at 727 W Francis Avenue, parcel no. 36312.0101 from Office (O) to Office Retail (OR). The land use designation is to remain 'Office'.

Lease? NO

Grant related? NO

Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost

\$

Current Year Cost

\$

Subsequent Year(s) Cost

\$

**Narrative****Amount****Budget Account**

Neutral

\$

#

Select

\$

#

Select

\$

#

Select

\$

#

\$

#

\$

#



## Continuation of Wording, Summary, Approvals, and Distribution

### Agenda Wording

### Summary (Background)

#### **Approvals**

##### Dept Head

PALMQUIST, TAMI

##### Division Director

MACDONALD, STEVEN

##### Accounting Manager

ORLOB, KIMBERLY

##### Legal

KAPAUN, MEGAN

##### For the Mayor

PICCOLO, MIKE

#### **Additional Approvals**

#### **Distribution List**

ddebit@spokanecity.org

tpalmquist@spokanecity.org

akiehn@spokanecity.org

## Committee Agenda Sheet

### Urban Experience Committee

<b>Committee Date</b>	
<b>Submitting Department</b>	DSC
<b>Contact Name</b>	Donna deBit
<b>Contact Email &amp; Phone</b>	<a href="mailto:ddebit@spokanecity.org">ddebit@spokanecity.org</a> – 509.625.6637
<b>Council Sponsor(s)</b>	<u>CM Klitzke, Zappone, Bingle</u>
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	727 W Francis Rezone – Office (O) to Office Retail (OR)
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<i>On September 5, 2024 the City’s Hearing Examiner approved file no. Z24-320REZN to rezone the site located at 727 W Francis Avenue, parcel no. 36312.0101 from Office (O) to Office Retail (OR). The land use designation is to remain ‘Office’.</i>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A</p> <p>Total Cost: <u>Click or tap here to enter text.</u></p> <p>    Current year cost:</p> <p>    Subsequent year(s) cost:</p> <p><b>Narrative:</b> Please provide financial due diligence review, as applicable, such as number and type of positions, grant match requirements, summary type details (personnel, maintenance and supplies, capital, revenue), impact on rates, fees, or future shared revenue</p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Specify funding source: <u>Select Funding Source*</u></p> <p>Is this funding source sustainable for future years, months, etc? <u>Click or tap here to enter text.</u></p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<b>Operations Impacts</b> (If N/A, please give a brief description as to why) <i>N/A, this is a procedural change to the city’s zoning map.</i>	
What impacts would the proposal have on historically excluded communities? <u>N/A</u>	

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

N/A

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

N/A

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

*The proposed action would be consistent with the goals and policies of the Comprehensive Plan as noted in the Hearing Examiner's decision dated 9/5/24. In addition, this action is allowed per the Spokane Municipal code (SMC) 17G.061.310 Land Use Application Procedures Decision Criteria; 17G.061.101-1 Land Use Application Tables.*

**ORDINANCE NO. C36615**

An Ordinance changing the zone from Office (O) to Office Retail (OR) for property located at 727 W Francis Avenue in the City and County of Spokane, State of Washington, by amending the Official Zoning Map.

**WHEREAS**, the Hearing Examiner held a public hearing on this matter on September 5<sup>th</sup>, 2024 on the request of the owner of certain property zoned Office, and generally located to the south of the Francis Ave. and Post St. intersection in the City and County of Spokane, State of Washington, and on September 5<sup>th</sup>, 2024 recommended approval of said zone change for said property subject to conditions; and

**WHEREAS**, this designation is not a major action significantly affecting the quality of the environment; and

**WHEREAS**, the City Council, upon public hearing, adopts the Findings, Conclusions, and Decision of the Hearing Examiner, dated September 5<sup>th</sup>, 2024 and further determines that this rezone furthers the accomplishment of the Land Use Element of the Comprehensive Plan, encourages orderly development of a type and at a time that enhances the neighborhood, and does not produce adverse effects on the local environment; NOW, THEREFORE - - -

The City of Spokane does ordain that the Director of Planning Services be directed to change the Official Zoning Map adopted by Spokane Municipal Code Section 17A.040.020, so as to designate the properties described as:

**WALL STREET ADDITION LOTS 1-2, BLOCK 1**

in the County of Spokane, State of Washington, with an Office Retail Zone.

Passed the City Council \_\_\_\_\_

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

Attest: \_\_\_\_\_  
City Clerk

Approved as to Form:

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

---

Effective Date



**CITY OF SPOKANE HEARING EXAMINER**

**Re:** Application by Land Use Solutions and Entitlement for a zone change from Office (O-35) to Office Retail (OR-35) ) FINDINGS, CONCLUSIONS, AND DECISION ) FILE NO. Z24-320REZN )

**SUMMARY OF PROPOSAL AND DECISION**

**Proposal:** The Applicant, Land Use Solutions and Entitlement, is requesting a zone change from Office (O-35) to Office Retail (OR-35). This rezone would allow a future retail use. This application is being processed as Type III application.

**Decision:** The rezone application is APPROVED, subject to conditions.

**FINDINGS OF FACT**  
**BACKGROUND INFORMATION**

**Applicant:** Land Use Solutions and Entitlement  
c/o Dwight Hume  
9101 N. Mt. View Lane  
Spokane, WA 99218

**Owner:** Dave Black Properties, LLC  
801 W Riverside Avenue, Suite 300  
Spokane, WA 99201

**Property Location:** The subject property is located at 727 W Francis Avenue (Parcel No. 36312.0101).

**Zoning:** The parcel is zoned Office (O-35).

**Comprehensive Plan (CP) Map Designation:** Office.

**Site Description:** The subject property is located on the south side of Francis Ave., between N. Post St. and N. Wall St. The existing building on site has operated as an office building since 1991. There is existing accessory parking on site that serves the building.

**Surrounding Conditions and Uses:** Office (O-35) zoning surrounds the site in all directions. There is single-family zoning to the south, two lots down. Land Use to the north is General Commercial, to the east, west, and south is Office,

**PROCEDURAL INFORMATION**

**Authorizing Ordinances:** Spokane Municipal Code (SMC) 17G.061.310 Land Use Application Procedures Decision Criteria; 17G.061.101-1 Land Use Application Tables.

**Notice of Community Meeting:** Mailed: May 30, 2024  
Posted: May 30, 2024

**Notice of Application/Public Hearing:** Mailed: August 5, 2024  
Posted: August 5, 2024

**Community Meeting:** June 13, 2024

**Site Visit:** September 5, 2024

**Public Hearing Date:** September 5, 2024

**State Environmental Policy Act (SEPA):** A Determination of Nonsignificance (DNS) was issued by the City of Spokane on August 19, 2024. See Exhibit 4. Any appeal of the DNS was due on September 2, 2024. No appeal was filed.

**Testimony:**

Donna deBit, Senior Planner  
City of Spokane Planning & Development  
808 West Spokane Falls Boulevard  
Spokane, WA 99201

Dwight Hume  
Land Use Solutions and Entitlement  
9101 N. Mt. View Lane  
Spokane, WA 99218

**Exhibits:**

Staff Report, dated 8/27/24, including the following exhibits:

1. Application Materials, including:  
General Application, pp.1-2  
Rezone Application Supplement, pp. 3-4  
Notification Map Application, p. 5-7
2. Notice of Application & Public Hearing Materials, including:  
Notice of Application & Public Hearing Instructions, pp. 1-2  
Notice of Application and Public Hearing, pp. 3-4  
Title Company Certification and Applicant Certification, p. 5  
Address List and Notification Map, pp. 6-9
3. Request for Agency Comments, including comments from:  
Spokane Fire Department  
Avista Corporation  
Washington State Department of Ecology  
City of Spokane Engineering  
Spokane Tribe of Indians
4. August 19, 2024, DNS for Z24-320RZN and SEPA Checklist
5. Community Meeting materials, including:  
Community Meeting Instructions, pp. 1-2  
Notice of Community Meeting for June 13, 2024, pp. 3-4  
Community Meeting Minutes, p. 5  
Attendee List, p. 6
6. Noticing Affidavits
7. Staff Presentation
8. Applicant Presentation

## **FINDINGS AND CONCLUSIONS**

Rezoning applications are Type III applications that must satisfy the criteria set forth in SMC Section 17G.061.310. See SMC 17G.061.310(C)(1)-(5); see also Table 17G.061.010-1 (stating that zone reclassifications are Type III decisions). The Hearing Examiner has reviewed the proposed rezoning and the evidence of record with regard to the application and makes the following findings and conclusions:

1. *The proposal is allowed under the provisions of the land use codes. SMC 17G.061.310(C)(1).*

A request for a zone reclassification is allowed and is processed as a Type III decision. See SMC Table 17G.061.010-1. The Applicant seeks to change the zoning of its property from O-35 to OR-35. The land proposed for reclassification is designated as Office. See Staff Report, p. 1. Additionally, SMC 17G.020.020A states "A proposal for a site-specific rezoning that would implement the comprehensive plan and land use plan map (and therefore does not require [comprehensive] plan modification) is quasi-judicial and may be considered at any time." See *id.* As the subject property is currently designated Office, no CP amendment is required.

SMC 17C.120.030(B) describes the OR zone intent is "to be a higher intensity office zone that allows for larger scale offices and supporting retail and service uses. The size of retail uses is limited to reduce detrimental impacts on nearby residential uses and to assure that the commercial uses are supporting rather than primary uses." See *id.*

While the code (SMC 17C.120.030B) specifically mentions areas such as Downtown and the North Bank as areas where Office Retail is located, it also addresses that the Office Retail zone applies to sites that are already developed with more intense retail and service uses. See Staff Report, p. 3. Francis Avenue is located north of the site and is designated as a state highway. *Id.* The sites along the portion of Francis Avenue that runs east of Ash Street, are all zoned a commercial category and are currently a variety of office and retail uses. *Id.* The code does not prohibit the OR zone from being established in other locations that are not zoned Downtown, and there are other examples of that along Francis Avenue. *Id.*

The Hearing Examiner concludes that the proposal is allowed under the provisions of the land use code and is consistent with the Office designation of the site, negating any need for a CP amendment. As a result, this proposal to rezone the site from O to OR is allowed under the land use codes. This criterion is satisfied.

2. *The proposal is consistent with the comprehensive plan designation and goals, objectives, and policies for the property. SMC 17G.061.310(C)(2).*

Of critical importance to this request, is the fact that this parcel is designated Office in the CP. See Staff Report, p. 1. Beyond the proposed land use designation, Staff have identified several CP Goals and Policies that support this application. See Staff Report, pp. 3-4. For example, Goal LU 3, Efficient Land Use, promotes the efficient use of land through concentrating residential density in proximity to retail businesses, public services, places of work, and transportation systems. See CP, p. 3-18. Policy LU 1.5 states that office uses are encouraged along the south side of Francis Avenue between Cannon Street and Market Street. See CP, pp. 3-10 and 3-11. Policy ED 3.1 encourages economic growth by supporting the formation, retention, expansion, and recruitment of businesses. See CP, p. 7-9. Additionally, ED 3.2, 3.5, and 3.6 encourage economic diversity, support of locally owned businesses, and expanded opportunities. See CP, pp. 7-9 and 7-10.

The comprehensive plan's land use designation for this property is "Office". Both Office and Office Retail are zones that implement this land use designation. Staff finds the rezone is consistent with the comprehensive plan designation for this property.

The Hearing Examiner concludes that the proposed rezone is consistent with the designation, goals, objectives, and policies of the CP. Therefore, this criterion for approval of the rezone is satisfied.

3. *The proposal meets the concurrency requirements of chapter 17D.010 SMC. SMC 17G.061.310(C)(3).*

The application was circulated on June 28, 2024, among all City departments and outside agencies with jurisdiction. See Staff Report p 4. Staff received five comments, two from City of Spokane Departments and three from outside agencies. The comments did not indicate that concurrency could not be met. See *id.*

The Hearing Examiner concludes that the project satisfies the concurrency requirements of the SMC. Therefore, this criterion for approval of the rezone is satisfied.

4. *If approval of a site plan is required, the property is suitable for the proposed use and site plan considering the physical characteristics of the property, including but not limited to size, shape, location, topography, soils, slope, drainage characteristics, the existence of ground or surface water and the existence of natural, historic or cultural features. SMC 17G.061.310(C)(4).*

This is a non-project application; therefore, no development proposals or site plans are prepared at this time, and any detailed analysis of the suitability of the property will have to wait until a specific development proposal is submitted to the city's Development Services Center. See Staff Report, p. 4. In the application materials, if the rezone is approved, the applicant does indicate the desired use at the site is a coffee house. The retail use would operate within the existing footprint of the building. Even so, given the relatively small size of the parcel and existing structure, the extent and intensity of development and use of the property will be limited by these factors. As such, any proposed use allowable by the ability to perform retail uses will be limited and therefore suitable for the location and proximity of residential properties.

The Hearing Examiner concludes that there is nothing about the size, shape, topography, or location that makes the site unsuitable for future uses allowed in the OR zone. Therefore, this criterion for a rezone is satisfied.

5. *The proposal will not have a significant adverse impact on the environment or the surrounding properties, and if necessary conditions can be placed on the proposal to avoid significant effect or interference with the use of neighboring property or the surrounding area, considering the design and intensity of the proposed use. See SMC 17G.061.310(C)(5).*

An Environmental Checklist was reviewed and routed by the City of Spokane as a non-project SEPA action. See Exhibit 4. A DNS was issued after using the optional DNS process in Section 197-11-355 Washington Administrative Code (WAC) on August 19, 2024. *Id.* In the future, if the owner proposes development that exceeds the SEPA thresholds (per Section 17E.050.070 Flexible Thresholds for Categorical Exemptions) then that development will be required to complete SEPA specific to that development. See Staff Report, p. 4.

Any development on the parcels referenced above would be required to be reviewed by the Spokane Development Services Department to ensure they are meeting all required development standards. *Id.* These standards include, but are not limited to, land use standards (landscaping, screening, and design), engineering standards, utility standards, and building standards. *Id.* In the OR zone, retail uses are limited in size (3,000 square feet of floor area) to reduce detrimental impacts on nearby residential uses and to assure that the commercial uses are supporting rather than primary uses. *Id.*

For the foregoing reasons, the Hearing Examiner concludes that the project will not have significant impacts on the environment or surrounding properties that cannot be adequately addressed through mitigation. Therefore, this criterion for approval of the rezone is satisfied.

### **DECISION**

Based on the findings and conclusions above, it is the decision of the Hearing Examiner to approve the proposed Rezone subject to the following conditions:

1. This application is for a rezone to change the parcel identified in the application from Office (O-35) to Office Retail (OR).
2. Adhere to any additional performance and development standards documented in comment or required by City of Spokane, Spokane County Washington State, and any Federal agency.
3. If any artifacts or human remains are found upon excavation, The Spokane Tribe of Indians and the City of Spokane shall be immediately notified and the work in the immediate area cease. Pursuant to RCW 27.53.060 it is unlawful to destroy any historic or prehistoric archaeological resources. RCW 27.44 and RCW 27.53.060 require that a person obtain a permit from the Washington State Department of Archaeology & Historic Preservation before excavating, removing or altering Native American human remains or archaeological resources in Washington.
4. If development occurs, the project will be developed in substantial conformance with SMC 17C.120.500, Land Use Standards, Commercial Zones, Commercial Design Standards, to maintain compatibility with, and limit the negative impacts on surrounding areas.

SIGNED this 5<sup>th</sup> day of September 2024.



---

Karl J. Granrath  
City of Spokane Hearing Examiner

## **NOTICE OF RIGHT TO APPEAL**






Appeals of decisions by the Hearing Examiner are governed by Spokane Municipal Code 17G.061.340 and 17G.050.

Decisions of the Hearing Examiner regarding rezones are final. They may be appealed to the City Council. All appeals must be filed with the Planning Department within fourteen (14) calendar days of the date of the decision. The date of the decision is the 5<sup>th</sup> day of September 2024. **THE DATE OF THE LAST DAY TO APPEAL IS THE 26<sup>th</sup> DAY OF SEPTEMBER 2024, AT 5:00 P.M.**

In addition to paying the appeal fee to appeal the decision, the ordinance requires payment of a transcript fee to the City of Spokane to cover the costs of preparing a verbatim transcript and otherwise preparing a full record for the City Council.

# Existing City Zoning

## Description

-  Office
-  Office Retail
-  Residential 1
-  Proposal Site
-  Parcel

Parcel Rezone Proposal  
727 W Francis Ave  
Parcel # 36312.0101

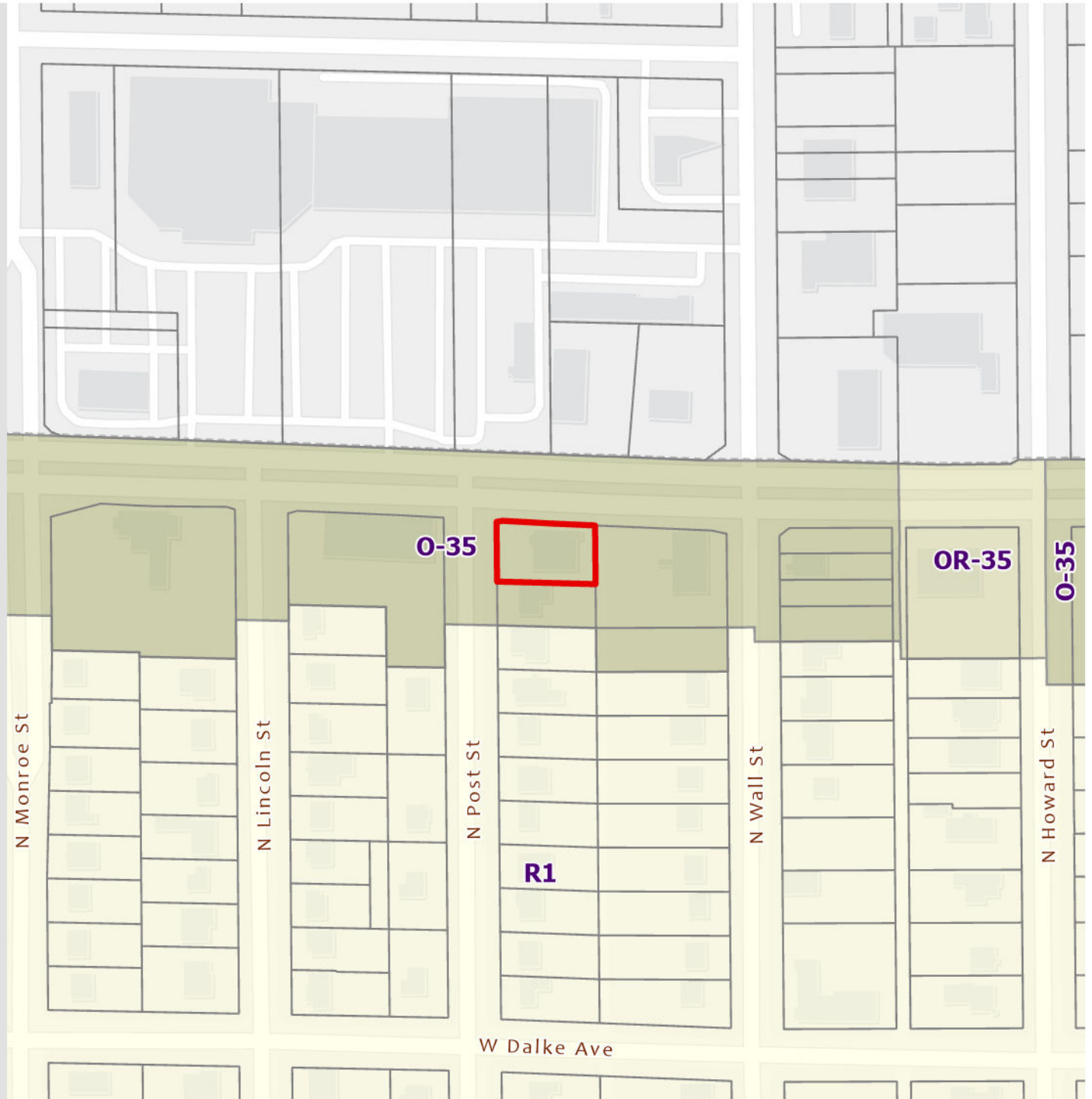


Scale: 1:2,000







10/8/2024

**THIS IS NOT A LEGAL DOCUMENT:**  
The information shown on this map is compiled from various sources and is subject to constant revision. Information shown on this map should not be used to determine the location of facilities in relationship to property lines, section lines, streets, etc.



# Proposed City Zoning

-  Office
-  Office Retail
-  Proposal Site
-  Parcel

Parcel Rezone Proposal  
727 W Francis Ave  
Parcel # 36312.0101

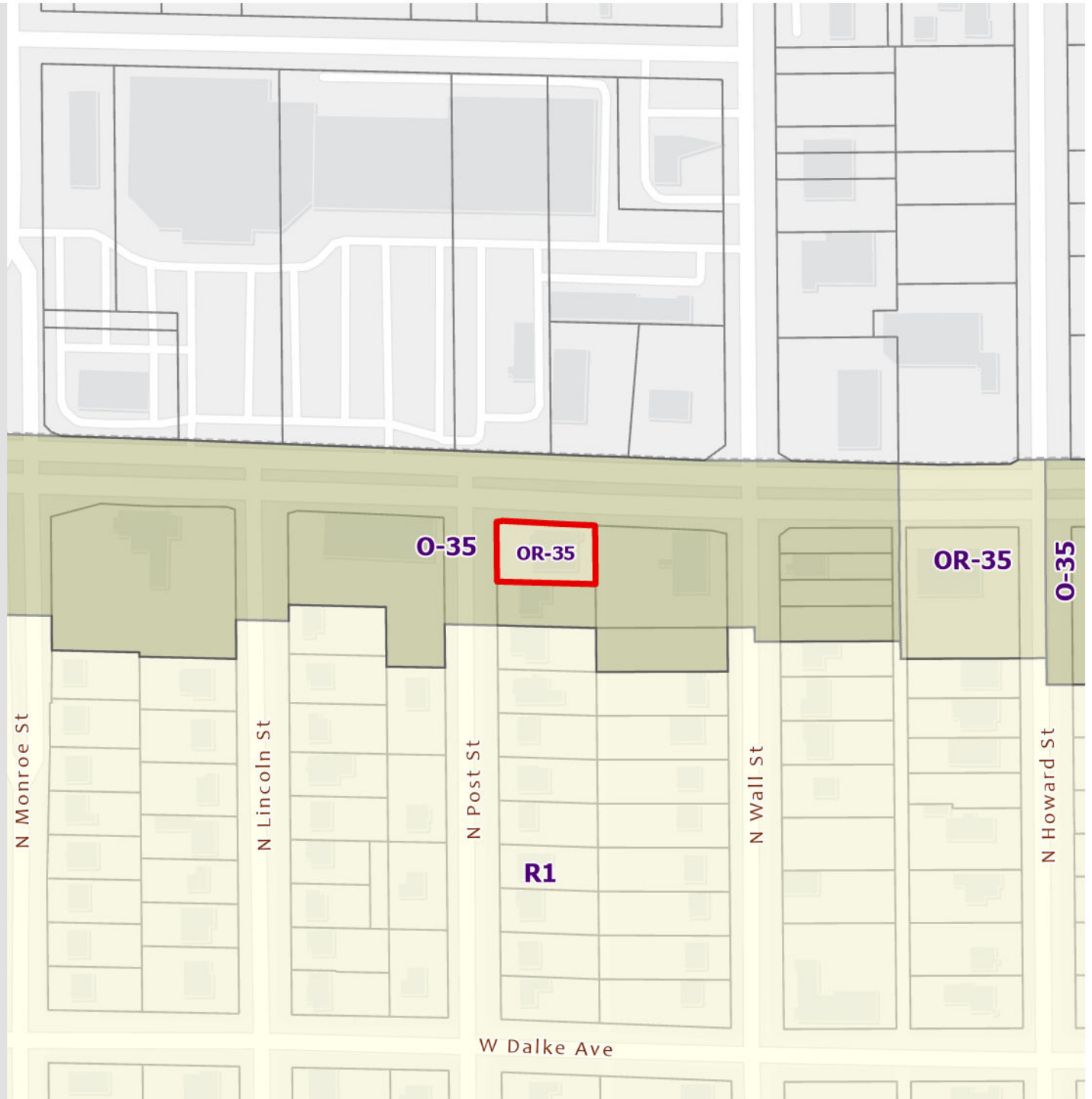


Scale: 1:2,000



10/8/2024

**THIS IS NOT A LEGAL DOCUMENT:**  
The information shown on this map is compiled from various sources and is subject to constant revision. Information shown on this map should not be used to determine the location of facilities in relationship to property lines, section lines, streets, etc.







**Agenda Sheet for City Council:**

**Committee:** PIES **Date:** 11/18/2024

**Committee Agenda type:** Discussion

**Date Rec'd** 11/20/2024

**Clerk's File #** ORD C36618

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/02/2024

**Submitting Dept** MAYOR

**Bid #**

**Contact Name/Phone** MATT BOSTON 6820

**Requisition #**

**Contact E-Mail** MBOSTON@SPOKANECITY.ORG

**Agenda Item Type** First Reading Ordinance

**Council Sponsor(s)** BWILKERSON JBINGLE KKLITZKE

**Agenda Item Name** ORDINANCE RELATING TO BUSINESS ACTIVITIES SUBJECT TO TAX

**Agenda Wording**

This ordinance removes a December 31, 2024, expiration date on a 1% utility tax increase and maintains the current 21% gross receipts tax on solid waste collections, wastewater and treatment and selling or furnishing of water for hire.

**Summary (Background)**

In 2023, the Woodward Administration proposed a 1% utility tax increase with a provision to expire the increase on December 31, 2024. The City Council unanimously adopted this proposal in Ordinance C36468. This one-time funding source was used to temporarily reduce the budget gap and to pay for ongoing costs in the General Fund. The December 31, 2024, expiration date in SMC 08.10.030D will impact the General Fund.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost \$

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

**Amount**

**Budget Account**

Select	\$	#
Select	\$	#
Select	\$	#
Select	\$	#
	\$	#
	\$	#



## Continuation of Wording, Summary, Approvals, and Distribution

### Agenda Wording

### Summary (Background)

#### **Approvals**

##### Dept Head

SCOTT, ALEXANDER

##### Division Director

##### Accounting Manager

BUSTOS, KIM

##### Legal

SCHOEDEL, ELIZABETH

##### For the Mayor

PICCOLO, MIKE

#### **Additional Approvals**

#### **Distribution List**

mboston@spokanecity.org

amcdaniel@spokanecity.org

aalbinmoore@spokanecity.org

kyoung@spokanecity.org

jsalstrom@spokanecity.org

## Committee Agenda Sheet

### Public Infrastructure, Environment & Sustainability Committee

<b>Committee Date</b>	November 18, 2024
<b>Submitting Department</b>	Finance
<b>Contact Name</b>	Matt Boston
<b>Contact Email &amp; Phone</b>	mboston@spokanecity.org
<b>Council Sponsor(s)</b>	<u>Wilkerson, Bingle, Klitzke</u>
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested 5 minutes
<b>Agenda Item Name</b>	Ordinance relating to Business Activities Subject to Tax
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	<p>In 2023, the Woodward Administration proposed a 1% utility tax increase with a provision to expire the increase on December 31, 2024. The City Council unanimously adopted this proposal in Ordinance C36468. This one-time funding source was used to temporarily reduce the budget gap and to pay for ongoing costs in the General Fund. The December 31, 2024, expiration date in SMC 08.10.030D will impact the General Fund.</p> <p>This ordinance removes the December 31, 2024, expiration date and maintains the current 21% gross receipts tax on solid waste collection services, public wastewater and treatment system operations, and the selling or furnishing water for hire.</p>
<b>Fiscal Impact</b>	<p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A</p> <p>Total Cost: <a href="#">Click or tap here to enter text.</a></p> <p>Current year cost: \$</p> <p>Subsequent year(s) cost:</p> <p><b>Narrative:</b> Please provide financial due diligence review, as applicable, such as number and type of positions, grant match requirements, summary type details (personnel, maintenance and supplies, capital, revenue), impact on rates, fees, or future shared revenue</p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Specify funding source: Reallocation</p> <p>Is this funding source sustainable for future years, months, etc?</p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?	N/A
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?	N/A

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

N/A

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

N/A

ORDINANCE NO. C36618

An ordinance relating to Business Activities Subject to Tax; amending Section 08.10.030 of the Spokane Municipal Code.

**NOW, THEREFORE**, the City of Spokane does ordain:

**Section 1.** That Section 08.10.030 of Chapter 08.10 of the Spokane Municipal Code is amended to read follows:

**Section 08.10.030 Business Activities Subject to Tax – Amounts ((– Effective 1/1/2024 to 12/31/2024))**

- A. There is levied upon and shall be collected from all persons engaging in the following utility business activities a utility gross receipts tax or license fee measured by multiplying the rate specified times the gross income as follows:
1. Selling, wheeling, or furnishing electric light or power: Six percent of gross income.
  2. Selling, brokering, or furnishing natural or manufactured gas for hire: Six percent of gross income.
  3. Providing solid waste collection service: Twenty-One percent of gross income.
  4. Operating a public wastewater collection and treatment system: Twenty-One percent of gross income.
  5. Providing telegraph service: Three and one-half percent of gross income.
  6. Engaging in the telephone business: Six percent.
    - a. This percentage is taken of gross revenues derived from engaging in the telephone business in the City of Spokane, including one hundred percent of the total gross revenues derived from intrastate toll telephone services so long as the tax is not imposed on that portion of network telephone service, as defined in RCW 82.04.065, which represents charges to another telecommunications company, as defined in RCW 80.04.010, for connecting fees, switching charges or carrier access charges relating to intrastate toll telephone service, or for access to, or charges for interstate services, or charges for network telephone service that is purchased for the purpose of resale.

- b. With respect to any rate affecting cellular taxation, subject also to RCW 35.21.870, no change in the tax rate affects business activities occurring before the effective date of the change, and no change will take effect sooner than sixty days following enactment of any amendatory ordinance.
  - c. In the case of cellular telephone service, when the service is provided to a customer roaming outside his normal use cellular network area, gross income for taxation purposes is determined consistent with the taxpayer's accounting system to the location of the originating cell site of the call, or to the location of the main cellular switching office that switched the call.
  - d. In the case of cellular telephone service, payments by a customer for the telephone service for telephones without a fixed location shall be allocated among taxing jurisdictions to the location of the customer's principal service address for the period during which the tax applies. There is a presumption that the service address a customer supplies to the taxpayer is accurate and current, unless the taxpayer has knowledge or reason to know the contrary.
  - e. If there is a dispute between the City of Spokane and another Washington city imposing a municipal telephone utility tax on cellular service of the same nature as imposed by this chapter, which dispute is limited only to the question of the correct allocation of municipal telephone taxes as between the City of Spokane and some other Washington city, the taxpayer may obtain exoneration from further tax liability, interest, and penalties due and owing to the City of Spokane with respect to the transactions under dispute by tendering the total amount of tax claimed due by the City of Spokane into an escrow account with the City treasurer or as established hereafter by appropriate interlocal agreements under the administrative sponsorship of the Association of Washington Cities. Under these arrangements, the taxpayer remains responsible to adjust its billing records promptly upon notification under procedures sanctioned through the Association of Washington Cities of the resolution of any dispute encompassed within the terms of this paragraph.
7. Selling or furnishing water for hire: Twenty-One percent of gross income.
8. Providing cable, telecommunications, or similar type service to the public, which involves the use of the right-of-way for the installation of wires, cables, fixtures, or other equipment, where not otherwise addressed in this section or prohibited by law: Six percent of gross income.

B. Subsections (A)(3), (A)(4), and (A)(7) of this section include, so far as permitted by law, the City of Spokane, and the fee or tax imposed applies to the specified business of the entire City service area, except that subsection (A)(3) of this section does not apply to operations or functions undertaken by the City occurring outside the City of Spokane and undertaken by the City as manager of a joint project pursuant to interlocal cooperation agreement.

C. The taxes imposed in subsections A (1), (2), (3), (5), (6), and (8) do not apply to amounts derived from utility business activities otherwise taxable arising from providing service to customers at locations operated or managed by an airport board pursuant to interlocal agreement arising under the authority of chapter 14.08 RCW, where such locations have been annexed to the City, said annexation taking effect on or after January 1, 2012; provided further, this exclusion does not apply to revenues derived from customers operating municipal solid waste disposal facilities or revenues otherwise taxable from municipal solid waste disposal facility operations.

~~((D. The increased taxes imposed in sections (A)(3), (A)(4), and (A)(7) of this section are temporary increases from January 1, 2024 through December 31, 2024, after which said increases in sections (A)(3), (A)(4), and (A)(7) of this section shall revert to a total tax of twenty (20%) percent, effective January 1, 2025.))~~

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

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

Attest:

Approved as to form:

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

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

\_\_\_\_\_

\_\_\_\_\_

Mayor

Date

---

Effective Date





**Agenda Sheet for City Council:**

**Committee:** Urban Experience **Date:** 12/09/2024

**Committee Agenda type:** Discussion

**Date Rec'd** 11/22/2024

**Clerk's File #** ORD C36619

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/02/2024

**Submitting Dept** DEVELOPMENT SERVICES CENTER

**Bid #**

**Contact Name/Phone** TAMI 6157

**Requisition #**

**Contact E-Mail** TPALMQUIST@SPOKANECITY.ORG

**Agenda Item Type** First Reading Ordinance

**Council Sponsor(s)** BWILKERSON ZZAPPONE

**Agenda Item Name** 4700 - DSC FEE STUDY

**Agenda Wording**

The DSC is responsible for providing coordinated, fast, and predictable review and inspection services for building, permitting, construction and development activities. The last fee study was completed in 2007 with fees being adopted in 2008.

**Summary (Background)**

The DSC has selected FCS Group to provide professional services for the development of a full cost allocation plan and a comprehensive fee study for our development related services.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

**Amount**

**Budget Account**

Select \$ #

Select \$ #

Select \$ #

Select \$ #

\$ #

\$ #



## Continuation of Wording, Summary, Approvals, and Distribution

### Agenda Wording

### Summary (Background)

<b>Approvals</b>		<b>Additional Approvals</b>	
<u>Dept Head</u>	PALMQUIST, TAMI		
<u>Division Director</u>			
<u>Accounting Manager</u>			
<u>Legal</u>	SCHOEDEL, ELIZABETH		
<u>For the Mayor</u>			

### **Distribution List**

	tpalmquist@spokanecity.org
smacdonald@spokanecity.org	akiehn@spokanecity.org

## Committee Agenda Sheet

### Study Session

<b>Submitting Department</b>	DSC
<b>Contact Name</b>	Tami Palmquist
<b>Contact Email &amp; Phone</b>	<a href="mailto:tpalmquist@spokanecity.org">tpalmquist@spokanecity.org</a> 625-6157
<b>Council Sponsor(s)</b>	CM Bingle, CM Zappone, CM Klitzke
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested: 90
<b>Agenda Item Name</b>	DSC Fee Study
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>The DSC is responsible for providing coordinated, fast, and predictable review and inspection services for building, permitting, construction and development activities. The last fee study was completed in 2007 with fees being adopted in 2008. Fees have not been increased since this time.</p> <p>The DSC has selected FCS Group to provide professional services for the development of a full cost allocation plan and a comprehensive fee study for our development related services.</p>
<b>Proposed Council Action</b>	Approval and adoption of new fees for development related services.
<b>Fiscal Impact</b>	
Total Cost: <u>Contract with FCS group was included in budget.</u>	
Approved in current year budget? <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	
Funding Source <input type="checkbox"/> One-time <input type="checkbox"/> Recurring	
Specify funding source: DSC Enterprise Budget	
Expense Occurrence <input type="checkbox"/> One-time <input type="checkbox"/> Recurring	
Other budget impacts: (revenue generating, match requirements, etc.) This is a revenue generating item for the DSC, with minor amendments also planned for Historic Preservation.	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities? Building permit fees would be applied consistently to the entire City.	
How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? This level of data will not be collected through the fee study.	
How will data be collected regarding the effectiveness of this program, policy or product to ensure it is the right solution? The scope of services within the contract will include outreach to local developers and a customer service questionnaire.	
Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others? Charging adequate fees will ensure that the DSC is able to deliver services at the level citizens expect and deserve.	

ORDINANCE NO C36619

An Ordinance relating to fees and charges amending Chapter 08.02 and Chapter 13.04 of the Spokane Municipal Code. Specifically amending Section 08.02.0220 Sidewalk Cafes, Section 08.02.0235 Parklets and Streateries, Section 08.02.030 Boiler Code, Section 08.02.031 Building Code, Section 08.02.032 Electrical Code, Section 08.02.033 Elevator Code, Section 08.02.035 Mechanical Code, Section 08.02.036 Plumbing Code, Section 08.02.037 Sewer Code, Section 08.02.0371 Water Code, Section 08.02.038 Shorelines Management, Section 08.02.039 Special Inspections and Other Fees, Section 08.02.060 Building Code, Section 08.02.061 Environmental Policy, Section 08.02.064 Plats, Section 08.02.065 Streets and Airspace, Section 08.02.0655 Private Construction Plan Review and Inspection, Section 08.02.066 Zoning, Section 08.02.0665 Design Review, Section 08.02.067 Existing Building and Conservation Code, Section 08.02.069 Comprehensive Plan and Land Use Code Amendments, Section 08.02.0696 Concurrency Inquiry Application Fee, Section 08.02.085 Historic Preservation, Section 08.02.087 Appeals, Section 08.02.089 Special Permits For Oversize Or Overweight Movements, Section 08.02.0204 Building Contractors and Workers, Section 13.04.2026 Small Taps and Meters – Additional, Section 13.04.2028 Large Taps and Meters, setting an effective date, and other matters properly related thereto.

The City of Spokane does hereby ordain:

Section 1. That SMC section 08.02.0204 is amended to read as follows:

08.02.0204 Building Contractors and Workers

A. Fees are provided in the Development Fee Schedule.

~~((A. Blasting.~~

- ~~1. The fee for a blaster's license is twenty five dollars per year.~~
- ~~2. The fee for a blasting permit is one hundred dollars for each job.~~
- ~~3. The fee for a transportation permit required by SMC 10.29.010(D) is sixty-five dollars per year.~~

~~B. Boilers and Pressure Vessels.~~

- ~~1. The examination fee is twenty four dollars.~~
- ~~2. The annual license fees are:
  - ~~a. Fireman: Twenty four dollars;~~
  - ~~b. Third class engineer: Thirty dollars;~~
  - ~~c. Second class engineer: Thirty six dollars;~~
  - ~~d. First class engineer: Forty eight dollars;~~
  - ~~e. Boiler inspector: No charge.~~~~

~~C. Mechanics.~~

- ~~1. The examination fee for all mechanic licenses is twenty four dollars.~~

2. ~~The annual license fees are:~~
  - a. ~~Gas heating mechanic I: Thirty-six dollars;~~
  - b. ~~Gas heating mechanic II: Forty-eight dollars;~~
  - c. ~~Apprentice heating mechanic: Twenty-four dollars;~~
  - d. ~~Oil burner installer or servicer: Thirty-six dollars;~~
  - e. ~~Oil inspector, gas inspector I or gas inspector II: No charge.~~

~~(D)~~B. Expiration of Licenses and Renewal.

Any license ~~(, the license fee for which)~~ that has not been paid before its expiration date ~~(;)~~ is void.

1. A void license may be renewed at any time up to ~~((one-year))~~ nine months past the expiration date.
2. After being void for ~~((one-year))~~ nine months, the license may not be renewed: The test for the license must be taken and passed and a new license obtained.

Section 2. That SMC section 08.02.0220 is amended to read as follows:

08.02.0220 Sidewalk Cafes

~~((A. An annual fee of one hundred dollars shall be paid for operation of a sidewalk café as long as the original approved site plan is implemented. Modifications of the sidewalk café which extend beyond the original approved plan shall require a new review and a review fee of two hundred fifty dollars.~~

~~B. The application fee for a new sidewalk café is fifty dollars.~~

~~C. The review fee for a new sidewalk café is three hundred dollars.)~~

All fees for sidewalk cafes are provided in the Development Fee Schedule.

Section 3. That SMC section 08.02.0235 is amended to read as follows:

08.02.0235 Parklets and Streateries

~~((A. An annual license fee of one hundred dollars (\$100) shall be paid for operation of a parklet or streatery, as the same are defined in SMC 10.55, as long as the original approved site plan is implemented. Modifications of an approved parklet or streatery license application which extend beyond the original approved plan shall require a new review and a review fee of two hundred fifty dollars (\$250).~~

~~B. The application fee for a license for a new parklet or streatery is fifty dollars (\$50).~~

~~C. The review fee for an application for a new parklet or streatery license is three hundred dollars (\$300).~~

- ~~D. License applicants shall post a refundable cash bond to secure removal of the parklet or streatory, at the time of application, in the amount of one thousand dollars (\$1,000).~~
- ~~E. Parking meter revenue loss mitigation.~~
- ~~1. Streatory license applications in locations requiring removal of parking meters shall be subject to the following fees:
    - ~~a. 2-hour meter zone: \$2.09 per square foot per month~~
    - ~~b. 4-hour and all-day meter zones: \$2.09 per square foot per month~~
    - ~~c. Time-restricted free parking: \$1.05 per square foot per month~~
    - ~~d. Meter removal and replacement fee: \$80.~~~~
  - ~~2. Parklet license applications in locations requiring removal of parking meters shall be subject to the following fees:
    - ~~a. 2-hour meter zone: \$1.05 per square foot per month~~
    - ~~b. 4-hour and all-day meter zones: \$1.05 per square foot per month~~
    - ~~c. Meter removal and replacement fee: \$80.)~~~~
- ~~A. Application, review, and annual license fees are provided in the Development Fee Schedule.~~
- ~~B. Parking meter revenue loss mitigation fees are also provided in the Development Fee Schedule.~~
- ~~((F))C. In addition to the annual fee, the city shall collect from the license applicant and remit to the state department of revenue the required state leasehold excise tax, as prescribed in chapter 82.29A, RCW.~~

Section 4. That SMC section 08.02.030 is amended to read as follows:

08.02.030 Boiler Code

- ~~((A. Permit fees for new installations are:~~
- ~~1. Low pressure and hot water boiler:
    - ~~a. Under five hundred thousand BTU: One hundred fifty dollars each;~~
    - ~~b. From five hundred thousand to under two million BTU: Two hundred fifty dollars each;~~
    - ~~c. Two million BTU and above: Four hundred dollars each.~~~~
  - ~~2. Power boiler:
    - ~~a. Under one million BTU: Four hundred dollars each;~~
    - ~~b. From one to under five million BTU: Eight hundred dollars each;~~
    - ~~c. Five million BTU and above: Eight hundred twenty dollars plus twenty dollars per million BTU over five million, to a maximum fee of one thousand five hundred dollars each.~~~~
  - ~~3. Electric boiler under two hundred fifty kilowatts: Two hundred dollars each.~~
  - ~~4. Unfired pressure vessel: Eighty dollars each.~~

~~5. When more than one pressure vessel is to be installed at the same time: The full fee is charged for the boiler with the highest fee and one-half the normal fee is charged for each of the others.~~

~~B. Inspection fees are:~~

~~1. Low pressure steam and hot water boiler:~~

~~a. Under two million BTU: Eighty dollars biennially each;~~

~~b. Two million BTU or over: One hundred dollars biennially each.~~

~~2. Power boiler:~~

~~a. Under one million BTU: Eighty dollars annually each;~~

~~b. From one to under five million BTU: One hundred dollars annually each;~~

~~c. Five million BTU and over: One hundred twenty dollars annually each.~~

~~3. Electric boiler under two hundred fifty kilowatts: Eighty dollars annually each.~~

~~4. Unfired pressure vessel: Forty dollars each, biennially.~~

~~5. Hydrostatic pressure test: One hundred twenty dollars each.~~

~~6. Repair: Seventy-five dollars per hour or fraction of an hour.))~~

~~A. Permit fees for new installations are provided in the Development Fee Schedule.~~

~~B. Permit fees for operating permits and inspections are provided in the Development Fee Schedule.~~

~~((C. The fee for an operating permit based on insurance company inspection is one-half the inspection fee.~~

~~D. Multiple Boilers.~~

~~If more than one boiler or pressure vessel is inspected on the same site, at the same time, by the city inspector, full fee is charged for one, and one-half fee for all others.~~

~~E. In addition to the above fees, the processing fee for each permit is twenty-five dollars.~~

~~F. Reinspections.~~

~~The fee for reinspections for work that was not ready, or corrections previously identified but remain uncorrected, or site not accessible is seventy-five dollars per incident.~~

~~G. Inspections Outside Normal Inspector Working Hours.~~

~~The fee for inspections outside normal inspector working hours is seventy-five dollars per hour or fraction of an hour. A minimum of two hours is payable at the time the request is made and before an inspection can be scheduled.))~~

~~H. Work Done Without Permit/Investigation Fees.~~

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

- ~~1. twice the inspection fee, or~~
- ~~2. the permit fee plus one hundred fifty dollars;~~

~~must be paid prior to the issuance of the permit(s).))~~

Section 5. That SMC section 08.02.0031 is amended to read as follows:

#### 08.02.031 Building Code

##### A. Building Permit.

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

##### VALUE OF WORK

(in dollars)

##### FEE

(in dollars)

~~1 – ((500))~~ 2,000

~~((28.00))~~ 73.00

~~((501 – 2,000~~

~~28.00 plus 3.00 for each 100 over 500))~~

2,001 - 25,000

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

25,001 - 50,000

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

50,001 - 100,000

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

100,001 - 500,000

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

500,001 - 1,000,000

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

1,000,001 - 99,999,999

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

##### B. Valuation.

1. The value of construction for purposes of calculating the amount of the fee is determined by using the:
  - a. most current building valuation data from the International Code Council (ICC) as published and updated by the ICC twice annually;  
or
  - b. ~~((contract))~~ total construction valuation, whichever is greater. The total construction valuation shall include the total value of all



construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems, and any other permanent equipment.

2. "Gross area" when used in conjunction with the ICC building valuation data to determine valuation of a project is the total area of all floors, measured from the exterior face, outside dimension, or exterior column line of a building, including basements and balconies but excluding unexcavated areas.
3. The fee is based on the highest type of construction to which a proposed structure most nearly conforms, as determined by the building official.
4. For roofing permits, the value is determined to be:
  - a. ~~((one))~~ two hundred fifty dollars per square for recovering roofs;
  - b. ~~((two))~~ three hundred fifty dollars per square for roofing projects when existing layers of roofing are torn off and a new layer is installed;
  - c. ~~((two))~~ four hundred ~~((fifteen))~~ dollars per square for roofing projects when existing layers of roofing are torn off, new sheeting is installed, and a new layer of roof is installed;
  - d. or the contract valuation if it is greater.

C. Building Plan Review.

1. Fees are provided in the Development Fee Schedule  
~~((1. Plan review fees are sixty five percent of the building permit fee as calculated from the table rounded up to the next whole dollar amount for:~~
  - a. ~~all commercial building permits;~~
  - b. ~~all industrial building permits;~~
  - c. ~~all mixed use building permits; and~~
  - d. ~~new multi-family residences with three or more units.~~
2. ~~Plan review fees are one hundred and twenty-five percent of the building permit fee as calculated from the table for fast track projects.~~
3. ~~Plan review fees are ((twenty-five)) fifty percent of the building permit fee as calculated from the table rounded up to the next whole dollar amount for new:~~
  - a. ~~single-family residences; ((and))~~
  - b. ~~accessory dwelling units that are accessory to single-family residences; and~~
  - ~~((b))~~ c. duplexes.
- ~~((4. Plan review fees are twenty five dollars for:~~
  - a. ~~new buildings that are accessory structures for single-family residences and duplexes to include garages, pole buildings, greenhouses, sheds that require a permit, etc.; and~~
  - b. ~~additions to existing single family residences and duplexes to include living space, garages, sunrooms, decks, etc.~~

- ~~5. Plan review fees for additional review required by changes, additions, or revisions to plans are seventy-five dollars per hour or fraction thereof.))~~
- ~~6. The building official may elect to assess plan review for remodeling single family residences and duplexes when required. This amount will not be higher than the twenty-five percent of the building fee as calculated in the table rounded to the nearest whole dollar charged on a new single-family residence or duplex.))~~

D. Demolition

~~((Demolition permit fees are:~~

- ~~1. Single family residence, duplex and accessory structures: Thirty-five dollars each.~~
- ~~2. Other structures: Thirty-five dollars for every thousand square feet, to a maximum fee of three hundred fifty dollars.~~
- ~~3. The processing fee is twenty-five dollars.~~
- ~~4. For historic landmarks and contributing buildings within an historic district or located within the Downtown Boundary Area: five hundred dollars.))~~

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

~~((5))2. All demolition permit fees provided in the Development Fee Schedule received by the city are to be deposited in the historic preservation incentives fund established by SMC 07.08.152.~~

E. Fencing.

~~((1. The permit fee is twenty dollars per one hundred linear feet, or fraction thereof.))~~

~~((2. The processing fee and review fee is twenty-five dollars.))~~

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

F. Grading.

~~((1. Grading permit fees are as follow:~~

~~VOLUME~~

~~(in cubic yards)~~

~~FEE~~

~~(in dollars)~~

~~100 or less~~

~~28.00~~

~~100—1,000~~

~~28.00 plus 12.00 for each 100 over 100~~

~~1,001—10,000~~

~~136.00 plus 10.00 for each 1,000 over 1,000~~

~~10,001—100,000~~

~~226.00 plus 45.00 for each 10,000 over 10,000~~

~~100,001 and more~~

~~631.0 plus 25.00 for each 10,000 over 100,000~~

~~2. Grading plan review fees are as follow:~~

~~VOLUME~~

~~(in cubic yards)~~

~~FEE~~

~~(in dollars)~~

~~50 or less~~

~~None~~

~~51—100~~

~~20.00~~

~~101—1,000~~

~~25.00~~

~~1,001—10,000~~

~~35.00~~

~~10,001—100,000~~

~~35.00 plus 17.00 for each 10,000 over 10,000~~

~~100,001—200,000~~

~~188.00 plus 10.00 for each 10,000 over 100,000~~

~~200,001 and more~~

~~288.0 plus 5.00 for each 10,000 over 200,000))~~

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

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

3. Failure to obtain a grading permit is a class one infraction under SMC 1.05.150.

~~((4. The processing fee is twenty five dollars.))~~

G. Sign Permits.

~~((1. Sign permit fees are:~~

~~a. thirty dollars for each wall sign, projecting sign and incidental sign;  
or~~

~~b. seventy five dollars for each pole sign, including billboards and off-premises signs.~~

~~2. The building services plan review fee is fifty dollars and is in addition to the sign permit fee for pole signs in excess of one hundred square feet or more than thirty feet high.~~

~~3. The planning services review fee is fifty dollars for all signs.~~

~~4. The processing fee is twenty five dollars.))~~

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

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

H. Factory-built Housing.

1. The installation fee for factory-built housing is ~~((fifty dollars per section))~~ provided in the Development Fee Schedule.

2. A foundation or basement requires a separate building permit.
  3. Decks, carports and garages require a separate building permit.
  4. The development services review fee is ~~((fifty dollars))~~ provided in the Development Fee Schedule.  
~~((5. The processing fee is twenty five dollars.))~~
- I. Manufactured (Mobile) Home.
1. The installation fee for a manufactured (mobile) home is ~~((fifty dollars per section))~~ provided in the Development Fee Schedule.
  2. A basement requires a separate building permit.
  3. Decks, carports and garages require a separate building permit.
  4. The development services review fee is ~~((fifty dollars))~~ provided in the Development Fee Schedule.  
~~((5. The processing fee is twenty five dollars.))~~
- J. Temporary Structures.
- ~~((Permit fees for temporary structures are:~~
- ~~1. One hundred dollars for the first one hundred eighty days; and~~
  - ~~2. Five hundred dollars for the second one hundred eighty days.~~
  - ~~3. No third session will be allowed.~~
  - ~~4. The development services review fee is fifty dollars.~~
  - ~~5. The processing fee is twenty five dollars.))~~
1. Permit fees are provided in the Development Fee Schedule.
  2. Review fees are provided in the Development Fee Schedule.
  3. No third session will be permitted.
- K. Relocation.
- ~~((1. The fee for a building relocation inspection for bond determination is seventy five dollars.~~
- ~~2. The development services review fee is fifty dollars.~~
  - ~~3. The processing fee is twenty five dollars.))~~
1. Inspection fees for bond determination are provided in the Development Fee Schedule.
  2. Review fees are provided in the Development Fee Schedule.
- ~~((4))~~3. Any repairs or alterations required for relocation are handled by various building permits and the fees for such building permits are in addition to the relocation permit fee.
- L. Early Start and Fast Track Approval.  
The fee for an early start or fast track building permit approval is twenty-five percent of the building permit fee rounded to the next whole dollar amount and is in addition to ~~((any))~~ all ~~((required))~~ applicable fees.
- M. Certificate of Occupancy.
1. There is no separate fee for the issuance of a certificate of occupancy following final inspection ~~((under))~~ of a permit ~~((so long as the fee for the permit is at least fifty dollars))~~; otherwise, the minimum fee for a building

permit and certificate of occupancy is provided in the Development Fee Schedule ((fifty dollars)) plus a ((twenty-five dollar)) processing fee.

2. The fees for the issuance of a certificate of occupancy not resulting from work done under permit are as provided in SMC 8.02.060.
3. The building official will assess a fee not to exceed one hundred percent of the building permit fee for the issuance or extension of any temporary certificate of occupancy. The minimum fee will be:
  - a. ((two hundred twenty-five)) five-hundred and twenty dollars plus a ((twenty-five dollar)) processing fee when the building permit fee exceeds this amount;
  - b. equal to the amount of the building permit fee when the building permit fee is less than ((two hundred fifty)) five-hundred and twenty dollars.

N. Swimming Pools.

~~((1.—The building and plumbing permit fee for a swimming pool is:~~

~~a.—seventy-five dollars for those accessory to a single-family residence; and~~

~~b.—one hundred dollars for all others.~~

~~2.—The planning services review fee is twenty-five dollars.~~

~~3.—The processing fee is twenty-five dollars.)~~

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

2. ((Planning Services)) Review fees are provided in the Development Fee Schedule.

~~((4))~~3. Mechanical, electrical and fence permits are additional.

O. Parking Lot and Site Work Permits.

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

P. Reinspections.

~~((The fee for reinspections for work that was not ready, or corrections previously identified but remain uncorrected, or site not accessible is seventy-five dollars per incident.))~~

Reinspection fees are provided in the Development Fee Schedule.

Q. Inspections Outside Normal Inspector Working Hours.

~~((The fee for inspections outside normal inspector working hours is seventy-five dollars per hour or fraction of an hour. A minimum of two hours is payable at the time the request is made and before an inspection can be scheduled.))~~

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

R. Work Done Without a Permit/Investigation Fees.

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

1. twice the inspection fee, or

2. the permit fee plus ~~((one))~~ three hundred ~~((fifty))~~ dollars, must be paid prior to the issuance of the permit(s).

S. Safety Inspections.

~~((The fees for safety inspections are:~~

- ~~1. Commercial Buildings: Seventy-five dollars per hour or fraction of an hour with a prepaid minimum of one hundred fifty dollars.~~
- ~~2. Single-family Residence – Electrical only: Seventy-five dollars.~~
- ~~3. Single-family Residence – Two or more trade categories: One hundred fifty dollars.~~
- ~~4. Two-family Residence: One hundred seventy-five dollars.~~
- ~~5. Multifamily – Three to six units: Two hundred fifty dollars.~~
- ~~6. Multifamily – Seven to fifty units: Two hundred fifty dollars plus twenty-five dollars for each unit over six.~~
- ~~7. Multifamily – Over fifty units: One thousand three hundred fifty dollars plus ten dollars for every unit over fifty.~~
- ~~8. Electrical Service Reconnect – Residence: Twenty-five dollars~~
- ~~9. Electrical Service Reconnect – Commercial: Fifty dollars~~
- ~~10. Processing fee: Twenty-five dollars.))~~

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

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

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

Processing fees are provided in the Development Fee Schedule.

U. Expired Permits Over Six Months.

1. Building Permits.

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

2. Plumbing Permits.
    - a. No inspections: A full new permit for all fixtures is required.
    - b. Partial inspections approved: If water tests, top outs and ground plumbing have been approved, then twenty-five percent of the original itemized permit fees plus new processing fee.
  3. Mechanical Permits.
    - a. No inspections: A full new permit is required.
    - b. Partial inspections: If all rough-in inspections and air tests have been approved, then twenty-five percent of the original permit fee plus new processing fee.
  4. Electrical Permit.
    - a. No inspections: A full new permit is required.
    - b. Partial inspections: If all rough-in inspections and service inspections have been approved, then twenty-five percent of the original fees plus new processing fee.
- V. Processing Fee.  
In addition to all of the fees identified in SMC 8.02.031, the processing fee for each permit is ~~((twenty-five dollars))~~ as provided in the Development Fee Schedule, unless specifically stated otherwise.
- W. Solar Permits.
- ~~((1. For single-family residence, duplex, and associated accessory structure installations and modifications eligible for review under the adopted International Residential Codes.~~
- ~~a. Plan Review: seventy-five dollars~~
  - ~~b. SFRD Inspection Fee: one hundred fifty dollars~~
  - ~~c. Electrical Service Fee: assessed in accordance with SMC 08.02.032(C)(2).~~
- ~~2. For all other installations and alterations.~~
- ~~a. Plan Review Fee: sixty-five percent of the MFCOM Inspection Fee.~~
  - ~~b. MFCOM Inspection Fee: calculated based on the table included in Section 08.02.031(A).~~
  - ~~c. Electrical Service Fee: assessed in accordance with SMC 08.02.032(C)(2).~~
- ~~3. Additional electrical fees in accordance with SMC 08.02.032.~~
- ~~4. Energy Storage Systems: fifty dollars.)~~
1. Solar permit fees are provided in the Development Fee Schedule.
  2. Additional electrical fees are as provided in SMC 08.02.032.

Section 6. That SMC section 08.02.032 is amended to read as follows:

08.02.032 Electrical Code

- A. Electrical inspection fees for new construction are based upon the area of the building(~~(-as follows:)). Fees are provided in the Development Fee Schedule.~~  
~~((1. Up to five thousand square feet: Four dollars per hundred square feet, or fraction thereof.~~  
~~2. Five thousand one to twenty thousand square feet: Two hundred dollars, plus two dollars per one hundred square feet, or fraction thereof.~~  
~~3. Over twenty thousand square feet: Five hundred dollars, plus one dollar per hundred square feet, or fraction thereof.))~~
- B. Electrical inspection fees for alteration, repair or addition in existing buildings including finishing of tenant spaces are based on the number of circuits. The fee is ~~((five dollars for each circuit))~~ provided in the Development Fee Schedule.  
~~((C. There are separate other inspection fees in addition to those listed above:~~  
~~1. Light standard: Seven dollars each.~~  
~~2. Services, whether new, alteration or addition:~~  
~~a. Six hundred volts or less:~~  
~~i. One to two hundred amps: Forty dollars.~~  
~~ii. Two hundred one to four hundred amps: Fifty dollars.~~  
~~iii. Four hundred one to six hundred amps: Sixty dollars.~~  
~~iv. Six hundred one to eight hundred amps: Seventy dollars.~~  
~~v. Eight hundred one to one thousand amps: Eighty dollars.~~  
~~vi. Over one thousand amps: Eighty dollars plus five dollars for every one hundred amps, or fraction thereof, over one thousand.~~  
~~b. Over six hundred volts:~~  
~~i. One to two hundred amps: Seventy dollars.~~  
~~ii. Two hundred one to four hundred amps: Eighty dollars.~~  
~~iii. Four hundred one to six hundred amps: Ninety dollars.~~  
~~iv. Six hundred one to eight hundred amps: One hundred dollars.~~  
~~v. Eight hundred one to one thousand amps: One hundred ten dollars.~~  
~~vi. Over one thousand amps: One hundred ten dollars plus five dollars for every one hundred amps, or fraction thereof, over one thousand.~~  
~~3. Alarm and control circuits: Ten dollars per zone.~~  
~~4. Temporary service for construction wiring: Twenty dollars each.~~  
~~5. Transformers: Thirty dollars plus ten dollars for every two hundred amps, or fraction thereof. No fee is charged for class 2 transformers for control or signal circuits.~~  
~~6. Generators (emergency, standby and resource recovery): Thirty dollars plus ten dollars for every two hundred amps, or fraction thereof, based on the amperage of the generator. Generators of fifty kilowatt or less are considered equivalent to a two hundred amp service.~~



- ~~7. Feeders: Fifteen dollars.~~
- ~~8. Ground Work Ground Ufers: Twenty-five dollars per inspection or inspector visit is the minimum fee. Extensive ground work may be charged at an hourly rate of seventy-five dollars per hour.~~
- ~~9. Special fees: A firm, corporation or other entity which has a regularly employed maintenance staff may choose to purchase an annual electrical work permit rather than a work permit for each installation or alteration in accordance with this paragraph. The following fee will entitle the purchaser to the number of inspections shown for a one-year period after the date of purchase of an electrical work permit:~~
- ~~a. One to three plant electricians: One thousand five hundred dollars for twelve inspections.~~
  - ~~b. Four to six plant electricians: Three thousand dollars for twenty-four inspections.~~
  - ~~c. Seven to twelve plant electricians: Four thousand five hundred dollars for thirty-six inspections.~~
  - ~~d. Thirteen or more plant electricians: Six thousand dollars for fifty-two inspections.))~~

~~C. There are separate inspection fees in addition to the general inspection fees listed above. Fees are provided in the Development Fee Schedule.~~

~~D. The processing fee is twenty-five dollars.~~

~~E. The permit fee is the sum of the processing fee, plus the inspection fee. The minimum permit fee is forty dollars.))~~

~~((F))D. Reinspections.~~

~~((The fee for reinspections for work that was not ready, or corrections previously identified but remain uncorrected, or site not accessible is seventy-five dollars per incident.))~~

~~Reinspection fees are provided in the Development Fee Schedule.~~

~~((G))E. Inspections Outside Normal Inspector Working Hours.~~

~~((The fee for inspections outside normal inspector working hours is seventy-five dollars per hour or fraction of an hour. A minimum of two hours is payable at the time the request is made and before an inspection can be scheduled.))~~

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

~~((H))F. Work Done Without Permit/Investigation Fees.~~

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

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

Section 7. That SMC section 08.02.033 is amended to read as follows:

## 08.02.033 Elevator Code

- ~~((A. New Installation Permit Fees — permit fee includes one new installation inspection.~~
- ~~1. Elevators, Escalators, and Moving Walks.
    - ~~a. Valuation of one dollar to five thousand dollars: Two hundred fifty dollars.~~
    - ~~b. Valuation over five thousand dollars: Two hundred fifty dollars plus four dollars for each one thousand dollars in valuation over five thousand dollars.~~~~
  - ~~2. Stair climbers, platform lifts: Eighty eight dollars (Plan Review Fees not required.)~~
  - ~~3. Dumbwaiters, material lifts: One hundred seventy seven dollars.~~
  - ~~4. Temporary Personnel Hoist (construction lift): Two hundred fifty dollars (includes initial semiannual operating permit).~~
- ~~B. Annual Operating Permit Fees.~~
- ~~1. Hydraulic elevators: One hundred seventy seven dollars plus twenty two dollars each additional stop over two.~~
  - ~~2. Cable elevators: Three hundred fifty three dollars plus twenty two dollars each additional stop over two.~~
  - ~~3. Escalators and Moving Walks: Three hundred fifty three dollars.~~
  - ~~4. Dumbwaiters, platform lifts, stair climbers, material lifts: Eighty eight dollars.~~
- ~~C. Alterations /Repairs/Modernizations/Permit Fees — All Conveyances.~~
- ~~1. Valuation of one dollar to five thousand dollars: Two hundred fifty dollars.~~
  - ~~2. Valuation over five thousand dollars: Permit fee is two hundred fifty dollars plus four dollars for each one thousand dollars in valuation over five thousand dollars.~~
- ~~D. In addition to the above fees, the processing fee for each permit is twenty five dollars.~~
- ~~E. Reinspections.~~
- ~~The fee for reinspections for work that was not ready, or corrections previously identified, or site not accessible is:~~
- ~~1. Hydraulic elevators: Eighty eight dollars plus twenty two dollars per stop over two.~~
  - ~~2. Electric elevators: One hundred seventy seven dollars plus twenty two dollars per stop over two.~~
  - ~~3. All others: Seventy five dollars.~~
- ~~F. Inspections Outside Normal Inspector Working Hours.~~
- ~~The fee for inspections outside normal inspector working hours is three hundred fifty three dollars and is payable at the time the request is made and before an inspection can be scheduled.~~
- ~~G. Work Done Without Permit Fees.~~

~~Where work has commenced without first obtaining the required permit(s), a "work without permit penalty fee" equal to the required permit fee will be added to the permit application and must be paid prior to the issuance of the permit(s).~~

~~H. Uncorrected Deficiencies.~~

~~The fee for operating a conveyance with uncorrected deficiencies is one hundred seventy-seven dollars. Fees will be assessed at the following intervals from the date of inspection:~~

- ~~1. Ninety days,~~
- ~~2. One hundred twenty days, and~~
- ~~3. One hundred fifty days.~~

~~I. Document replacement fee: Twenty-five dollars.~~

~~J. Temporary Personnel Hoist (construction lift) semiannual inspection and operator's permit renewal.~~

~~Following a successful semi-annual inspection, temporary personnel hoists are eligible for a renewal of a semi-annual operator's permit.~~

- ~~1. Semiannual inspections or jump inspection: One hundred seventy-seven dollars.~~
- ~~2. Semiannual Operating Permit: One hundred seventy-seven dollars.~~

~~K. Temporary operating permit fee: One hundred dollars plus fifteen dollars per stop over two.~~

~~L. Plans review fees for new installations, major alterations: Eighty-eight dollars.~~

~~M. Variance request fees with site visit: One hundred seventy-seven dollars plus eighty-eight dollars per hour after two hours.~~

~~N. Variance request fees via desk evaluation only and not requiring a site visit: Eighty-eight dollars.~~

~~O. Technical advice site visit fee: One hundred seventy-seven dollars plus eighty-eight dollars per hour after two hours.~~

~~P. Decommissioning of conveyance fee: One hundred seventy-seven dollars.~~

~~Q. Re-commissioning fee of conveyance fee: One hundred seventy-seven dollars plus eighty-eight dollars per hour after two hours.~~

~~R. Operating a Conveyance without an Operator's Permit.~~

- ~~1. Failure to renew an operator's permit within thirty days of due date: A penalty fee of one hundred sixty-four dollars will be added to the operating permit fee and paid prior to issuing an operator's permit.~~
- ~~2. If an operator's permit has lapsed one hundred twenty days or more, a conveyance may be removed from service by the inspector.~~

~~S. Annual Fee Adjustment.~~

~~Effective January 1, 2012, and the first of January of each year thereafter, the various elevator code fees set forth above shall be adjusted by the City of Spokane building official for an amount equal to the consumer price index adjustment of the previous July-July U.S. All City Average (CPI-U and CPI-W). The newly determined amount shall be rounded up to the nearest dollar. In addition, the adjusted fees shall be presented to the city council for approval and~~

~~a copy of the approved fees filed with the city clerk and city building official before becoming effective.))~~

- ~~A. Elevator permit and inspection fees, including for annual operating permits are provided in the Development Fee Schedule.~~
- ~~B. Reinspection fees for work that was not ready, for corrections previously identified, or for an inaccessible site are provided in the Development Fee Schedule.~~
- ~~C. Fees for work done without a permit are provided in the Development Fee Schedule and shall be paid prior to the issuance of the permit(s).~~

Section 8. That SMC section 08.02.035 is amended to read as follows:

#### 08.02.035 Mechanical Code

- ~~((A. Mechanical inspection fees are:~~
- ~~1. Air handler, ten thousand CFM: Fifteen dollars.~~
  - ~~2. Clothes dryer: Thirteen dollars.~~
  - ~~3. Ductwork system, per zone: Thirteen dollars.~~
  - ~~4. Evaporative coolers: Thirteen dollars.~~
  - ~~5. Gas log: Thirteen dollars.~~
  - ~~6. Gas piping:
    - ~~a. One to four outlets: Twelve dollars;~~
    - ~~b. Five or more outlets: Three dollars each.~~~~
  - ~~7. Gas water heater: Thirteen dollars.~~
  - ~~8. Heat pump and air conditioner:
    - ~~a. Up to three tons: Fifteen dollars;~~
    - ~~b. Three to fifteen tons: Twenty-five dollars;~~
    - ~~c. Fifteen to thirty tons: Thirty dollars;~~
    - ~~d. Thirty to fifty tons: Forty-five dollars;~~
    - ~~e. Over fifty tons: Seventy-five dollars.~~~~
  - ~~9. Heating equipment:
    - ~~a. Less than one hundred thousand BTU: Fifteen dollars;~~
    - ~~b. More than one hundred thousand BTU: Twenty dollars.~~~~
  - ~~10. Hood:
    - ~~a. Type I (per twelve feet or twelve-foot portion of hood): Sixty-five dollars;~~
    - ~~b. Type II: Thirteen dollars.~~~~
  - ~~11. Hydronic piping:
    - ~~a. One to four outlets: Twelve dollars;~~
    - ~~b. Five or more outlets: Three dollars per outlet.~~~~
  - ~~12. Miscellaneous (items not covered elsewhere): Thirteen dollars.~~
  - ~~13. Propane tanks: Thirteen dollars.~~
  - ~~14. Range: Thirteen dollars.~~
  - ~~15. Refrigeration unit:~~

- a. ~~One to one hundred thousand BTU (not air conditioning or heat pump): Fifteen dollars;~~
  - b. ~~One hundred thousand to five hundred thousand BTU: Twenty-five dollars;~~
  - c. ~~Five hundred thousand to one million BTU: Thirty dollars;~~
  - d. ~~One million to one million seven hundred fifty thousand BTU: Forty-five dollars;~~
  - e. ~~Over one million seven hundred fifty thousand BTU: Seventy-five dollars.~~
16. ~~Unlisted gas appliance:~~
- a. ~~Up to four hundred thousand BTU: Seventy-five dollars;~~
  - b. ~~Over four hundred thousand BTU: One hundred twenty-five dollars.~~
17. ~~Used appliance:~~
- a. ~~Up to hundred thousand BTU: Seventy-five dollars;~~
  - b. ~~Over four hundred thousand BTU: One hundred twenty-five dollars.~~
18. ~~Ventilating fans: Thirteen dollars.~~
19. ~~Wood stove or insert: Twenty-five dollars fifty cents.~~
- B. ~~The processing fee is twenty-five dollars.~~
- C. ~~The permit fee is the sum of the processing fee and the inspection fee. The minimum permit fee is forty dollars.~~
- D. ~~Reinspections.~~  
~~The fee for reinspections for work that was not ready, or corrections previously identified but remain uncorrected, or site not accessible is seventy-five dollars per incident.~~
- E. ~~Inspections Outside Normal Inspector Working Hours.~~  
~~The fee for inspections outside normal inspector working hours is seventy-five dollars per hour or fraction of an hour. A minimum of two hours is payable at the time the request is made and before an inspection can be scheduled.~~
- F. ~~Unauthorized Work Done Without Permit or by Unlicensed Person Investigation Fees.~~  
~~Where work has commenced without first obtaining the required permit(s) or where work was performed by a person without a heating mechanics license pursuant to SMC 10.29.030, an unauthorized work fee shall be imposed in the amount of one hundred fifty dollars. The unauthorized work investigation fee may be assessed against the person performing the work without a license or against the employer or contractor directing the work who failed to obtain the required permit.))~~
- A. Mechanical inspection fees are provided in the Development Fee Schedule.
- B. Reinspection fees for work that was not ready, for corrections previously identified, or for an inaccessible site are provided in the Development Fee Schedule.
- C. Where work has commenced without first obtaining the required permit(s) or where work was performed by a person without a heating mechanics license pursuant to SMC 10.29.030, an unauthorized work fee shall be imposed in the amount in the

Development Fee Schedule. The unauthorized work investigation fee may be assessed against the person performing the work without a license or against the employer or contractor directing the work who failed to obtain the required permit.

D. Processing fees are provided in the Development Fee Schedule.

Section 9. That SMC section 08.02.036 is amended to read as follows:

#### 08.02.036 Plumbing Code

- ~~((A. Plumbing inspection fees are:~~
- ~~1. Bar sink: Eleven dollars.~~
  - ~~2. Bathtub: Eleven dollars.~~
  - ~~3. Clothes washer: Eleven dollars.~~
  - ~~4. Dishwasher: Eleven dollars.~~
  - ~~5. Drinking fountain: Eleven dollars.~~
  - ~~6. Electric water heater: Eleven dollars.~~
  - ~~7. Floor drain: Eleven dollars.~~
  - ~~8. Floor sink: Eleven dollars.~~
  - ~~9. Garbage disposal: Eleven dollars.~~
  - ~~10. Kitchen sink: Eleven dollars.~~
  - ~~11. Lawn sprinkler (with one backflow device): Eleven dollars.~~
  - ~~12. Medical gas outlet, each station: Eleven dollars.~~
  - ~~13. Miscellaneous: Eleven dollars.~~
  - ~~14. Sewage ejector: Eleven dollars.~~
  - ~~15. Shower: Eleven dollars.~~
  - ~~16. Sink: Eleven dollars.~~
  - ~~17. Toilet: Eleven dollars.~~
  - ~~18. Urinal: Eleven dollars.~~
  - ~~19. Utility sink: Eleven dollars.~~
  - ~~20. Vacuum breaker/backflow device: Eleven dollars.~~
  - ~~21. Water softener: Eleven dollars.~~
- ~~B. The processing fee is twenty-five dollars.~~
- ~~C. The permit fee is the sum of the processing fee plus the inspection fees. The minimum permit fee is forty dollars.~~
- ~~D. Reinspections.~~  
~~The fee for reinspections for work that was not ready, or corrections previously identified but remain uncorrected, or site not accessible is seventy-five dollars per incident.~~
- ~~E. Inspections Outside Normal Inspector Working Hours.~~  
~~The fee for inspections outside normal inspector working hours is seventy-five dollars per hour or fraction of an hour. A minimum of two hours is payable at the time the request is made and before an inspection can be scheduled.~~

~~F. Work Done Without Permit/Investigation Fees.~~

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

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

~~A. Plumbing inspection fees are provided in the Development Fee Schedule.~~

~~B. Reinspection fees for work that was not ready, for corrections previously identified, or for an inaccessible site are provided in the Development Fee Schedule.~~

~~C. Processing fees are provided in the Development Fee Schedule.~~

Section 10. That SMC section 08.02.037 is amended to read as follows:

08.02.037 Sewer Code

- A. The fee for a side sewer permit is in two parts:
  1. Permit application: ~~((Forty))~~ Sixty-five dollars.
  2. Permit inspection: One hundred fifty dollars.
- B. The fee for a sewer tapping permit is one hundred dollars.
- C. Fees herein do not include local improvement districts, general facilities charges or other applicable fees or charges.
- D. The fee for reinspection is fifty dollars.

Section 11. That SMC section 08.02.0371 is amended to read as follows:

08.02.0371 Water Code

The fee for a water tapping permit application is ~~((forty))~~ sixty-five dollars. The fee for a water meter application fee is ~~((forty))~~ sixty-five dollars, except if these two applications are made together, only one ~~((forty))~~ sixty-five dollar fee is assessed.

Section 12. That SMC section 08.02.038 is amended to read as follows:

08.02.038 Shorelines Management

- A. The application fees for ~~((new))~~ Shoreline projects are provided in the Development Fee Schedule ((as follows

~~PROJECT VALUATION~~

~~FEE~~

~~\$2,500 - \$10,000~~

~~\$1,020~~

~~\$10,001 - \$50,000~~

~~\$1,420  
\$50,001—\$250,000  
\$2,700  
\$250,001—\$1,000,000  
\$5,400  
Over \$1,000,000  
\$6,750 plus 0.1% of project value  
For Variance Add  
\$2,160  
For Conditional Use Add  
\$1,860~~

- ~~B. The fee for presubmittal review is five hundred fifty five dollars.~~
- ~~C. The fee for a shoreline exemption is five hundred fifty five dollars.~~
- ~~D. The fee for a permit amendment is eighty percent of the fee under this schedule.~~
- ~~E. The fee should accompany the formal application for a permit or amendment.)~~

Section 13. That SMC section 08.02.039 is amended to read as follows:

#### 08.02.039 Special Inspections and Other Fees

- A. The fee for re-inspection as provided in the adopted codes, to be billed to each permittee, is ~~((seventy five dollars))~~ provided in the Development Fee Schedule.
- B. The fee for inspection by any building services department personnel outside normal working hours is ~~((seventy five dollars per hour or fraction of an hour))~~ provided in the Development Fee Schedule. A minimum of two hours is payable at the time the request is made.
- C. The fee for investigation of work done without a permit is ~~((:))~~ provided in the Development Fee Schedule.  
~~((1. double the inspection fee, or  
2. the permit fee plus one hundred fifty dollars,  
whichever is greater.))~~
- D. The minimum fee for any permit or inspection not otherwise provided for is ~~((forty dollars))~~ provided in the Development Fee Schedule.
- E. Refund of Fees.
  - 1. All requests for refunds must be in writing to the building official.
  - 2. Refunds of permit and inspection fees will be granted only if the:
    - a. work described on the permit was not done and no inspections or site visits were made, or
    - b. permit was a duplicate of an already issued permit, or
    - c. permit was issued in error by the department.
  - 3. The following fees are not refundable:
    - a. Plan review fees.



- b. Application fees, to include processing fees and the state building code fee.
- F. ~~((No more than twenty-five dollars is charged for the))~~ The processing fee for each printed permit is provided in the Development Fee Schedule.
- G. The fee for doing research of files and codes or preparing reports is ~~((sixty dollars per hour))~~ provided in the Development Fee Schedule with a one-hour minimum, plus actual copying or printing expense.
- H. The fee to recommence suspended or abandoned work under an extended permit is provided in SMC 08.02.031(U).

Section 14. That SMC section 08.02.060 is amended to read as follows:

#### 08.02.060 Building Code

The fee for a certificate of occupancy is provided in the Development Fee Schedule.~~((: A. fifty dollars when the requirement arises from a change in occupancy not involving work requiring a permit; or B. twenty dollars for a home occupation, plus seventy five dollars if an inspection is required; C. twenty five dollars for the processing fee.))~~

Section 15. That SMC section 08.02.061 is amended to read as follows:

#### 08.02.061 Environmental Policy

~~((Whenever the City is lead agency under the Washington State Environmental Policy Act (SEPA), the responsible official collects from applicants the following fees:))~~

~~A. Whenever the City is lead agency under the Washington State Environmental Policy Act (SEPA), the responsible official collects fees as provided in the Development Fee Schedule.~~

~~((A. Initial review of completed environmental checklist: Two hundred fifty dollars.~~

~~B. When a threshold determination results in a mitigated determination of nonsignificance: One hundred sixty five dollars.))~~

~~((C))~~B.When a threshold determination results in a declaration of significance, a fee will be charged for the actual cost associated with:

1. scoping,
2. production of a draft environmental impact statement or draft supplemental environmental impact statement,
3. review and addressing comments on draft statements,
4. conducting public hearings on draft statements,
5. production of a final environmental impact statement or final supplemental environmental impact statement, and

6. any miscellaneous operations performed in conjunction with the aforementioned functions is recovered from the applicant, costs are based on an hourly rate for the persons performing the work, including salary, personnel benefits and overhead, as well as the actual cost of large expenditure items such as printing and mailing. Before any work begins, the applicant makes a deposit of not less than two thousand four hundred fifty dollars, against which administrative and other costs are charged. As the deposit is depleted, the applicant makes additional deposits as requested by the planning director. Production of the statement is suspended in the event additional moneys are not deposited upon request.
- D. The full cost of all public notices is borne by the applicant.
- E. The full cost of reproducing an environmental document is recovered from the party requesting such document as provided in SMC 8.02.011.

Section 16. That SMC section 08.02.064 is amended to read as follows:

#### 08.02.064 Plats

~~((The fees for approvals under the subdivision code are:))~~

~~A. Fees are provided in the Development Fee Schedule.~~

~~((A. Long Plat Extension, Phasing, Vacation, Final or Alteration.~~

- ~~1. For a one-year extension of time on a preliminary long plat approval: Five hundred fifty dollars.~~
- ~~2. For phasing of an approved preliminary plat: Five hundred fifty dollars.~~
- ~~3. For vacation of an approved plat: Four hundred ninety dollars.~~
- ~~4. For a final long plat: Two thousand twenty five dollars plus twenty five dollars per lot.~~
- ~~5. For alteration of an approved preliminary or final long plat: Eighty percent of the plat fee under this schedule.~~

~~B. Short Plat Extension, Phasing, Vacation, Final or Alteration.~~

- ~~1. For a one-year extension of time on a preliminary short plat approval: Five hundred fifty dollars.~~
- ~~2. For phasing of an approved preliminary short plat: Five hundred fifty dollars.~~
- ~~3. For vacation of an approved plat: Four hundred ninety dollars.~~
- ~~4. For a final short plat except short plats with minor engineering review: A filing fee of one thousand eight hundred twenty dollars plus thirty dollars per lot.~~
- ~~5. For a final short plat with minor engineering review: A filing fee of three hundred fifty dollars plus thirty dollars per lot.~~
- ~~6. For alteration of an approved preliminary or final short plat: Eighty percent of the plat fee under this schedule.~~

- ~~C. Binding Site Plan Extension, Final or Alteration.~~
- ~~1. For a one-year extension of time on a preliminary binding site plan approval: Five hundred fifty dollars.~~
  - ~~2. For a final binding site plan: Two thousand nine hundred seventy dollars plus thirty dollars for each additional acre.~~
  - ~~3. For alteration of an approved preliminary or final binding site plan: Eighty percent of the binding site plan fee under this schedule, plus the cost of publishing the notice of hearing in the newspaper.~~
- ~~D. Boundary Line Adjustment.~~  
For a boundary line adjustment, a filing fee of three hundred fifty dollars.
- ~~E. Street Name Change.~~  
For changing the name of an existing dedicated street: One thousand three hundred fifty-five dollars.
- ~~F. Other Matters.~~
- ~~1. For any other matter not listed above that requires a public hearing before the hearing examiner: One thousand eight hundred ninety-five dollars.~~
  - ~~2. A fee of eighty-five dollars per hour may be charged to cover the cost of a particular planning staff service for the applicant that greatly exceeds the above fees or is not covered by the fees listed above.))~~
- B. A fee may be charged as provided in the Development Fee Schedule to cover the cost of a particular planning staff service for the applicant that greatly exceeds the above fees or is not covered by the fees listed above.

Section 17. That SMC section 08.02.065 is amended to read as follows:

#### 08.02.065 Streets and Airspace

- ~~((A. The fees in connection with skywalks are:~~
- ~~1. Seven thousand one hundred sixty dollars for the application to the hearing examiner.~~
  - ~~2. Three hundred thirty-five dollars for annual inspection; and~~
  - ~~3. Two thousand two hundred ninety dollars for renewal if the renewal is sought within twenty years from date of issuance of the permit.~~
- ~~For the use of public airspace other than pedestrian skywalk, the fee will be as provided in the agreement.~~
- ~~B. [Deleted]~~
- ~~C. The fee for a street address assignment as provided in SMC 17D.050A.100 is ten dollars. The fee for a street address change is twenty-five dollars.~~
- ~~D. The street obstruction permit fees are as follows. All fees are minimum charges for time periods stated or portions of said time periods:~~
- ~~1. when the public way is obstructed by a dumpster or a temporary storage unit the fee is one hundred dollars per fifteen-day period.~~

- ~~2. for long-term obstruction (longer than twenty-one days) in the central business district or other congested area the fee is twenty cents per square foot of public right-of-way obstructed for each month period. The director of engineering services may adjust these boundaries in the interests of the public health, safety, and convenience, considering the need to promote traffic flows and convenience in administrative enforcement needs.~~
- ~~3. for an obstruction not provided for in subsections (1) or (2) of this section, the fees are stated below:
  - ~~a. When the public way is excavated for:
    - ~~i. the first three working days: One hundred dollars;~~
    - ~~ii. each additional three working day period: Forty dollars.~~~~
  - ~~b. When no excavation for:
    - ~~i. the first three days: Twenty-five dollars per day;~~
    - ~~ii. each additional three day period: Forty dollars.~~~~
  - ~~c. Master annual permit fee set by the Development Services Center manager based on a reasonable estimate of the expense to the City of providing permit services. Permit fees are payable at least quarterly. If a master annual permit fee is revoked, the party may apply for a refund of unused permit fees;~~~~
- ~~4. a revenue loss affected by an obstruction of the public right-of-way shall be equivalent to the maximum daily rate for each space obstructed in the Paid Parking Zone (defined in SMC 16A.04.100). Current Paid Parking Zone rates can be found on the City's website (SMC 08.02.083(C)(8));~~
- ~~5. a charge of five hundred dollars is levied whenever a person:
  - ~~a. does work without a required permit; or~~
  - ~~b. exempt from the requirement for a permit fails to give notice as required by SMC 12.02.0740(B);~~~~
- ~~6. a charge of two hundred fifty dollars is levied whenever a permittee does work beyond the scope of the permit;~~
- ~~7. no fee is charged for street obstruction permits for activities done by or under contract for the City.~~
- ~~E. The review fee for a traffic control plan is fifty dollars.~~
- ~~F. The fee for a building moving permit is one hundred dollars, which shall be waived for the moving of a building which is an historic landmark or a contributing building located within an historic district.~~
- ~~G. The annual permit fee for applicators of road oil or other dust palliatives to public ways and places of public travel or resort is one hundred dollars. A contractor must notify the department of engineering services in accordance with SMC 12.02.0740(B).~~
- ~~H. Street vacation application fee is four hundred dollars.~~
- ~~I. The fees for approach permits are:
  - ~~1. For a commercial driveway: Thirty dollars; and~~~~

- ~~2. For a residential driveway: Twenty dollars.))~~
- A. Fees are provided in the Development Fee Schedule.
- B. Street Obstruction Permits.
1. The director of engineering services may adjust the boundaries where a long-term obstruction is considered to be in a congested area in the interests of the public health, safety, and convenience, considering the need to promote traffic flows and convenience in administrative enforcement needs.
  2. The Director of the Development Services Center may set a master annual obstruction permit fee based on a reasonable estimate of the expense to the City of providing permit services. Permit fees are payable at least quarterly. If a master annual permit fee is revoked, the party may apply for a refund of unused permit fees;
  3. No obstruction fee is charged for street obstruction permits for activities done by or under contract for the City.
- C. The fee for a building moving permit shall be waived for the moving of a building which is an historic landmark or a contributing building located within an historic district.
- D. A contractor shall notify the department of engineering services for application of road oil or other dust palliatives to public ways and places of public travel or resort in accordance with SMC 12.02.0740(B).

Section 18. That SMC section 08.02.0655 is amended to read as follows:

08.02.0655 Private Construction Plan Review and Inspection

- A. Except for stormwater systems, the charges by the department of engineering services for private construction plan review are an amount based on the value of the work, as shown in the following table:

VALUE OF WORK	
(in dollars)	FEE (in dollars)
1 - 10,000	300
10,001 - 50,000	300 plus 15 for each 1,000 over 10,000
50,001 - 100,000	900 plus 13 for each 1,000 over 50,000
100,001 - 500,000	1,550 plus 10.50 for each 1,000 over 100,000
500,001 - 1,000,000	5,750 plus 9.50 for each 1,000 over 500,000
Over 1,000,000	10,500 plus 8.75 for each 1,000 over 1,000,000

- B. The fee for additional review required by excessive changes, additions or revisions is ~~((sixty dollars per hour))~~ billed at the City of Spokane hourly rate found in the Development Fee Schedule.
- C. For plan review of on-site sewer and water systems that are not associated with a City building permit (i.e. projects located outside the City limits but within the City's sewer and/or water service area) the review fees are:
1. Two hundred fifty dollars for review of an on-site water system; and
  2. Two hundred fifty dollars for review of an on-site sanitary sewer system.
- D. Stormwater Review Fees.
1. Standard Stormwater Systems.  
Stormwater systems with simple analysis using rational method with all drainage disposed of using swales and drywells only; complexity of analysis limited to use of bowstring calculation of individual swales with outflow limited to drywells (i.e., no routing analysis); no off-site drainage entering or exiting the site.
    - a. Less than ten lots: Four hundred dollars plus ten dollars per lot.
    - b. Between ten lots and one hundred lots: Five hundred dollars plus ten dollars per lot.
    - c. Greater than one hundred lots: Seven hundred fifty dollars plus ten dollars per lot.
    - d. For plan review of on-site stormwater systems not associated with a City building permit the review fees are:
      - i. Two hundred fifty dollars for review of an on-site system for a project site two acres or less; and
      - ii. Five hundred dollars for review of an on-site system for a project site greater than two acres.
  2. Complex Stormwater Systems.  
Stormwater systems requiring complex routing and analysis, or situated on slopes ten percent or greater, or receiving off-site drainage.
    - a. Less than ten lots: Five hundred dollars plus ten dollars per lot.
    - b. Between ten lots and one hundred lots: Seven hundred fifty dollars plus fifteen dollars per lot.
    - c. Greater than one hundred lots: One thousand dollars plus fifteen dollars per lot.
    - d. For plan review of on-site stormwater systems not associated with a City building permit the review fees are:
      - i. Five hundred dollars for review of an on-site system for a project site two acres or less; and
      - ii. One thousand dollars for review of an on-site system for a project site greater than two acres.
  3. Storm Sewers.

Review fees for public or private storm sewers to be constructed in easements or City street rights-of-way are determined in accordance with subsection (A)(1) of this section.

4. Waivers or Variances.

Additional charge for requested variances or waivers for inadequate “208” swale volumes or nonstandard drainage facilities or special conditions will be billed at ~~((a rate of sixty dollars per hour))~~ the City of Spokane hourly rate found in the Development Fee Schedule.

- E. The plan review fee for a site development permit is two hundred fifty dollars.
- F. The review fee for a traffic impact analysis is two hundred dollars.
- G. The review fee of five hundred eighty-five dollars shall be paid to the water and hydroelectric department for review of a hydraulic analysis.)
- H. The charges by the department of engineering services for private construction inspection are an amount based on the value of the work, as shown in the following table:

VALUE OF WORK

(in dollars) FEE (in dollars)

1 - 5,000	500
5,001 - 10,000	1,000
10,001 - 50,000	1,000 plus 25 for each 1,000 over 10,000
50,001 - 100,000	2,000 plus 20 for each 1,000 over 50,000
100,001 - 500,000	3,000 plus 15 for each 1,000 over 100,000
500,001 - 1,000,000	9,000 plus 10 for each 1,000 over 500,000
Over 1,000,000	14,000 plus 5 for each 1,000 over 1,000,000

- I. Non-typical specialty projects (unusual projects involving specific conditions not typically encountered) will be billed on an hourly basis. The customer may request a written estimate in advance. When the director determines hourly billing should apply, such billings will include hours for the work, additional inspections and overtime inspection at the ~~((following rates:))~~ rates provided in the Development Fee Schedule.

~~1. Forty dollars per hour for inspection.~~

~~2. Sixty dollars per hour for overtime inspection.~~

~~3. One hundred twenty dollars per hour for a survey crew; and~~

~~4. One hundred eighty dollars per hour overtime for a survey crew.)~~

Section 19. That SMC section 08.02.066 is amended to read as follows:

08.02.066 Zoning

Unless an action is initiated by the city council, the fees for approvals under the zoning code are ~~((:))~~ as provided in the Development Fee Schedule.



- ~~((A. Staff preparation of a notification district map and associated documents: One hundred fifty dollars.~~
- ~~B. Type I application: One thousand eighty-five dollars. In the case of building and construction permit applications, the fee is based on Article III of this chapter.~~
- ~~C. Type II application, except preliminary short plats with minor engineering review: Four thousand three hundred twenty-five dollars plus sixty dollars per each additional acre.~~
- ~~D. Type II application for preliminary short plats with minor engineering review: One thousand eighty-five dollars.~~
- ~~E. Type III application: Four thousand five hundred ninety dollars plus one hundred ten dollars per each additional acre.~~
- ~~F. Site plan review and/or modification: Eight hundred fifteen dollars plus five hundred fifty dollars per each additional increment of ten acres of site or portion thereof.~~
- ~~G. Optional consolidated project review: Four thousand three hundred twenty-five dollars plus two hundred fifteen dollars for each additional acre.~~
- ~~H. Planned unit development bonus density or final planned unit development:~~
- ~~1. Bonus density: Additional eight hundred eighty dollars if bonus density is sought.~~
  - ~~2. Final planned unit development: Three thousand two hundred ninety-five dollars.~~
- ~~I. Any temporary use permit: Six hundred seventy-five dollars.~~
- ~~J. Floodplain development permit: Nine hundred dollars plus fifty-five dollars per each additional acre.~~
- ~~K. Establishment of a front yard setback that is more or less than the depth required by the zoning code: Eight hundred ten dollars.~~
- ~~L. Accessory dwelling unit permit: Six hundred fifty-five dollars.~~
- ~~M. Formal written interpretation of the zoning code: Five hundred eighty dollars.~~
- ~~N. Any other matter not listed above that requires a public hearing before the hearing examiner: One thousand eight hundred ninety-five dollars.~~
- ~~O. A fee of eighty-five dollars per hour may be charged to cover the cost of a particular planning staff service for the applicant that greatly exceeds the above fee or is not covered by the fees listed above.~~
- ~~P. Short Term Rental Permit — In residential zones: Two hundred dollars. The annual renewal for a short-term rental unit in a residential zone is one hundred dollars.~~
- ~~Q. Short Term Rental Permit — In all other zones: three hundred dollars. The annual renewal for a short-term rental unit in zones, except residential, is one hundred fifty dollars.))~~

Section 20. That SMC section 08.02.0665 is amended to read as follows:

08.02.0665 Design Review



When design review is required or conducted under the provisions of chapter 4.13 SMC or chapter 17G.040 SMC, fees shall be as ~~((follows:))~~ provided in the Development Fee Schedule.

~~((A.— Design review conducted by the urban design staff: Six hundred dollars.~~

~~B.— Design review conducted by the design review board: One thousand two hundred seventy-five dollars.))~~

Section 21. That SMC section 08.02.067 is amended to read as follows:

08.02.067 Existing Building and Conservation Code

A. Fees are provided in the Development Fee Schedule.

~~((A))~~B. General.

There may be charged against the owner and assessed against the land of a boarded-up, substandard, unfit, abandoned, or otherwise a nuisance building all costs and expenses incurred by the City in administration and enforcement of this code.

~~((B))~~C. Boarding and Securing.

Cost incurred by the City for the securing and/or boarding of an unfit, substandard, or abandoned building and charged against the property are separate from the annual hearing processing fee and the annual property monitoring fee. These costs are nonrefundable.

~~((C))~~D. Property Monitoring.

If the building official orders the monitoring of any boarded, unfit, substandard, or abandoned building, an annual property monitoring fee ~~((of three hundred dollars))~~ shall be charged against the property.

~~((C))~~E. Annual Hearing Processing Fee.

1. The annual hearing processing fee applies to properties the building official determines are substandard, unfit, or abandoned building(s) during the hearing required under SMC 17F.070.440. The fee covers the costs of administration, notices, inspections, and the hearing process and other lienable functions within the meaning of RCW 35.80.030(1)(h).
2. A property that has been placed on the building official's review agenda and has been determined under SMC 17F.070.440 to be substandard, unfit, or abandoned shall be charged an annual fee ~~((of one thousand five hundred dollars))~~. A new fee will be assessed the beginning of each twelve-month period the building remains substandard, unfit, or abandoned as determined by the building official at a public hearing.
3. Up to five hundred dollars of the annual fee may be refunded if the property is repaired and removed from the building official process within one year from the first hearing. The building official or his designee is

authorized to officially remove a property from the building official process and authorize the refund, or release of a lien, of a portion of the fee.

- a. A building may be removed from the building official process when conditions are corrected and the building is no longer determined to be substandard, unfit, or abandoned.
4. The annual hearing processing fee is lienable under SMC 17F.070.500.
5. If the hearing processing fee has been recorded as a lien against the property, and no payments have been received by the City, the refunded portion of the fee shall be reflected as a reduction in the lien amount.

Section 22. That SMC section 08.02.069 is amended to read as follows:

#### 08.02.069 Comprehensive Plan and Land Use Code Amendments

- ~~((A. A threshold review fee of five hundred dollars shall be charged for applications submitted pursuant to SMC 17G.020.010(G)(3) and shall be credited to the full application fee pursuant to SMC 17G.020.010(G)(4)(e).~~
- ~~B. The fee for a proposal to change the comprehensive plan, map or text, or other land use codes, is five thousand dollars plus one thousand seventy five dollars per each additional increment of ten acres of site for comprehensive plan map changes plus the cost of publishing the notice of hearing in the newspaper.~~
- ~~C. A fee of eighty five dollars per hour may be charged to cover a particular planning staff service for the applicant that greatly exceeds the above fees or is not covered by the fees listed above.~~
- ~~D. For a formal written interpretation of the comprehensive plan: One thousand seventy five dollars.))~~
- A. Fees are provided in the Development Fee Schedule.
- B. The threshold review fee shall be credited to the full application fee pursuant to SMC 17G.020.050(B)(5).
- C. The hourly fee provided in the Development Fee Schedule may be charged to cover a particular planning staff service for the applicant that greatly exceeds the above fees or is not covered by the fees listed above.

Section 23. That SMC section 08.02.0696 is amended to read as follows:

#### 08.02.0696 Concurrency Inquiry Application Fee

A fee ~~((of two hundred dollars))~~ shall be charged for each concurrency inquiry application requested pursuant to SMC 11.21.030(D). The fee is provided in the Development Fee Schedule.

Section 24. That SMC section 08.02.087 is amended to read as follows:

08.02.087 Appeals

~~((A. Appeal of an administrative decision to the hearing examiner: Two hundred fifty dollars.~~

~~1. Exception.~~

~~The appeal of a determination of a junk vehicle: Two hundred dollars.~~

~~B. Appeal of a hearing examiner decision to city council: Five hundred dollars.))~~

~~A. Fees are provided in the Development Fee Schedule.~~

~~((C))~~ B. The party appealing a matter must pay the actual cost of preparation of any record and transcript. The actual cost includes the wages and benefits of the persons involved in preparation of the documents.

~~((D. Except as otherwise provided, the fee for filing an appeal or request for reconsideration is one hundred fifty dollars.))~~

Section 25. That SMC section 08.02.089 is amended to read as follows:

08.02.089 Special Permits For Oversize Or Overweight Movements

~~((The fees for special permits for oversize or overweight movements are:~~

~~A. Oversize load — fifty dollars for thirty days.~~

~~B. Overweight load — seventy five dollars for thirty days on a specified route.~~

~~C. Superload — seventy five dollars per single trip))~~

~~Fees are provided in the Development Fee Schedule.~~

Section 26. That SMC section 13.04.2026 is amended to read as follows:

13.04.2026 Small Taps and Meters – Additional

A. The fees associated with small taps and meters are set annually in accordance with City of Spokane Public Rule 4100-20-02 Water and Hydroelectric Department Fee Schedule.

B. All new One-inch and Three-quarter inch residential meters will be installed in a meter box within three feet of property line or in a dedicated utility easement. The meter and box will be sold as one unit.

C. In addition to costs contained herein and in the Public Rule there is a ~~((forty dollars (\$40.00)))~~ processing fee for staff costs provided in the Development Fee Schedule.

- D. Permit shall be valid for twelve months after which it will expire and a new permit will be required.

Section 27. That SMC section 13.04.2028 is amended to read as follows:

#### 13.04.2028 Large Taps and Meters

- A. The fees associated with large taps and meters are set annually in accordance with City of Spokane Public Rule 4100-20-02 Water and Hydroelectric Department Fee Schedule.
- B. In addition to costs contained herein and in the Public Rule there is a ~~((forty dollars (\$40.00)))~~ processing fee for staff costs provided in the Development Fee Schedule.
- C. Permit shall be valid for twelve months after which it will expire and a new permit will be required.

Section 28. That SMC section 13.02.0224 is amended to read as follows:

#### 13.02.0224 Abatement of Public Nuisance

- A. Failure of an owner or occupant of any occupied premises to receive weekly solid waste collection service is declared to be a public nuisance, as a condition tending to promote the breeding of vermin and spread of disease.
- B. Notwithstanding any other provision of this chapter, and in addition thereto, the maintenance of any condition upon premises creating or tending to create a risk to the public health or safety, specifically including but not limited to the accumulation of solid waste, including garbage, refuse, or any malodorous, unhealthful, flammable, or putrescent materials on premises shall constitute a public nuisance and, in the discretion of the fire inspector, building official, code enforcement official, health officer, or director shall be susceptible to abatement by the City, with or without prior notice, at the expense and liability of the premises owner and/or the person causing or maintaining the same.
- C. Costs of abatement of any nuisance as above defined are declared to be part of municipal solid waste collection and disposal service which may be billed as a utility service to the premises where the condition arose or exists. This section shall not limit the City or premises owners rights to seek recovery against other responsible persons.
- D. The costs of abatement by the City include, but are not limited to, personnel and equipment costs, both direct and indirect, costs incurred in documenting the

violation; hauling, transportation, and disposal expenses; filing fees; and actual expenses and costs of the City in preparing notices, specifications, and contracts, and in accomplishing and/or contracting and inspecting the work; the costs of any required printing or mailing; and any others costs to provide collection and disposal service.

1. Notice of Violation – Service Charge.

Failure to remedy a nuisance condition listed under this chapter that results in abatement by the City after a notice of violation has been provided will result in an ~~((eighty-five-dollar))~~ two-hundred-and-fifty-dollar fee to defray administration costs related to providing solid waste collection and disposal services.

2. Abatement – Minimum Service Charge.

The required number of personnel for an abatement will be at the discretion of the director or code enforcement supervisor, and will be billed at a half-hour minimum for travel to the premises and abatement of the nuisance. In addition, time required to transport and dispose of abated materials will be based on a half-hour minimum. Additional time will be billed at quarter hour increments.

a. For travel time and abatement labor charges, the service charge will be billed at a half hour minimum.

i. Service charge for one half-hour under this section: ~~((One hundred thirty-six dollars six cents.))~~ Two hundred thirty-two dollars seventy-one cents

ii. Service charge for each additional quarter-hour: ~~((Sixty-eight dollars three cents.))~~ One hundred sixteen dollars thirty-six cents

iii. Service charge for each additional personnel will be billed:

A. ~~((sixty-one dollars nine cents per hour))~~ ninety-seven and eighty-three cents per hour for a Laborer I and one hundred nineteen dollars thirty-seven cents per hour for a Laborer II, or

B. ~~((thirty-dollars fifty-five cents per half-hour))~~ forty-eight dollars ninety-two cents per half-hour for a Laborer I and fifty-nine dollars sixty-nine cents for a Laborer II, or

C. ~~((fifteen-dollars twenty-seven cents per quarter-hour))~~ twenty-four dollars forty-six cents per quarter-hour for

a Laborer I and twenty-nine dollars eighty-four cents for a Laborer II.

- b. For transporting solid waste to the proper disposal facility; the service charge will be billed at a half-hour minimum.
  - i. Service charge for one-half hour under this section: ~~((Sixty-two dollars ninety-five cents.))~~ One hundred eight dollars sixty cents.
  - ii. Service charge for each additional quarter-hour: ~~((Thirty-one dollars forty-seven cents.))~~ One hundred eight dollars sixty cents.
- c. In addition to the labor and equipment charges, there is added to this section a charge for waste disposal: Waste disposal rates pursuant to [SMC 13.02.0528\(C\)](#).

Section 29. That SMC section 08.02.085 is amended to read as follows:

[08.02.085](#) Historic Preservation

The fees for the services of the historic landmarks commission and historic preservation office are found in the Development Fee Schedule:

~~((A. Nomination to the Local Register of Historic Places.~~

- ~~1. Fifty dollars for residential property; and~~
- ~~2. One hundred dollars for all other property.~~

~~B. Design Review/Certificate of Appropriateness.~~

- ~~1. Twenty-five dollars for staff review of the application; and~~
- ~~2. Seventy-five for commission review.~~
- ~~3. One hundred fifty dollars for work done without a certificate of appropriateness (in addition to regular fees).~~

~~C. Activities to ensure compliance with the federal guidelines for cultural resource management under Section 106 of the 1966 Historic Preservation Act, as amended: Fifty dollars.~~

~~D. Application for Special Valuation Tax Abatement.~~

- ~~1. One hundred fifty dollars for residential property; and~~
- ~~2. Two hundred fifty dollars for commercial property less than one million dollars value of the rehabilitation at the time of filing the special valuation application with the Landmarks Commission.~~
- ~~3. Five hundred for commercial property one million dollars to five million dollars of value of the rehabilitation at the time of filing the special valuation application with the Landmarks Commission.~~
- ~~4. One thousand dollars for commercial property of five million one dollars or more of value of the rehabilitation at the time of filing the special valuation application with the Landmarks Commission.~~

~~E. Application and liaison activities for investment tax credit technical assistance, based on the value of the rehabilitation work, as follows:~~

- ~~1. Fifty thousand dollars or less: One hundred twenty-five dollars.~~
- ~~2. Over fifty thousand dollars but not over one hundred thousand dollars: Two hundred fifty dollars.~~
- ~~3. Over one hundred thousand dollars but not over two million dollars: Five hundred dollars.~~
- ~~4. Over two million dollars but not over five million dollars: One thousand dollars; and~~
- ~~5. Over five million dollars: One thousand five hundred dollars.))~~

Section 30:

Effective January 1, 2026, and the first of January of each year thereafter, the various development fees set forth above in the Development Fee Schedule shall be adjusted by the City of Spokane building official for an amount equal to the consumer price index adjustment of the previous July - July U.S. All City Average (CCI). The newly determined amount shall be rounded up to the nearest dollar. In addition, the adjusted fees shall be presented to the city council for approval and a copy of the approved fees filed with the city clerk and city building official before becoming effective.

Section 31:

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

constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

Section 32:

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

Section 33:

Effective Date. This ordinance shall become effective upon passage and approval on February 1, 2025.

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

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

Attest:

Approved as to form:

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

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

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



# **Development Services Center Cost of Service & Fee Analysis**

## **Appendix**

# Appendix A: Building Fee Schedule

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#	Division	Fee Schedule Description	Current Rate (2024)	Proposed Rate (2024)
1		<b>Blasting Licenses and Permits</b>		
2				
3	DSC - Building	Blaster's License	\$25.00	\$55.00
4	DSC - Building	Blasting Permit	\$100.00	\$275.00
5	DSC - Building	Blasting Transportation Permit	\$65.00	\$65.00
6				
7		<b>Boiler License Fees</b>		
8	DSC - Building	Boiler Exam Fee	\$24.00	\$110.00
9	DSC - Building	Fireman Boiler License	\$24.00	\$55.00
10	DSC - Building	3rd Class Engineer	\$30.00	\$55.00
11	DSC - Building	2nd Class Engineer	\$36.00	\$55.00
12	DSC - Building	1st Class Engineer	\$48.00	\$55.00
13	DSC - Building	Boiler Inspector	No Charge	No Charge
14				
15		<b>Gas Heating Mechanic Fees</b>		
16	DSC - Building	Gas Heating Mechanic Exam Fee	\$24.00	\$110.00
17	DSC - Building	Gas Heating Mechanic I	\$36.00	\$55.00
18	DSC - Building	Gas Heating Mechanic II	\$48.00	\$55.00
19	DSC - Building	Apprentice Heating Mechanic	\$24.00	\$55.00
20	DSC - Building	Oil Burner Servicer/Installer	\$36.00	\$55.00
21	DSC - Building	Oil, Gas I, or Gas II Inspector	No Charge	No Charge
22				
23		<b>Boiler Installation Inspection Fees</b>		
24	DSC - Building	Low Pressure & Hot Water Boiler < 500,000 BTUs	\$150.00	\$175.00
25	DSC - Building	LP & HWB 500,000 to < 2,000,000 BTUs	\$250.00	\$300.00
26	DSC - Building	LP & HWB 2,000,000 BTUs and greater	\$400.00	\$450.00
27	DSC - Building	Power Boilers < 1,000,000 BTUs	\$400.00	\$450.00
28	DSC - Building	Power Boilers from 1,000,000 to < 5,000,000 BTUs	\$800.00	\$850.00
29	DSC - Building	Power Boilers 5,000,000 BTUs and greater - Base	\$800.00	\$850.00
30	DSC - Building	Power Boilers 5,000,000 BTUs and greater -Additional Charge per million BTUs	\$20.00	\$25.00
31	DSC - Building	Electric Boiler < 250 kw	\$200.00	\$250.00
32	DSC - Building	Unfired Pressure Vessel	\$80.00	\$95.00
33				
34		<b>Boiler Operating Permit &amp; Accessory Fees</b>		
35	DSC - Building	Boilers - Base Operating Permit Fee	\$80.00	\$98.00
36	DSC - Building	Boilers - per Vessel	\$100.00	\$35.00
37	DSC - Building	Power Boilers < 1,000,000 BTUs - Annual - [FEE CONSOLIDATED]	\$80.00	N/A
38	DSC - Building	Power Boilers from 1,000,000 to < 5,000,000 BTUs - Annual - [FEE CONSOLIDATED]	\$100.00	N/A
39	DSC - Building	Power Boilers 5,000,000 BTUs and greater - Annual - [FEE CONSOLIDATED]	\$120.00	N/A
40	DSC - Building	Electric Boiler < 250 kw - Annual - [FEE CONSOLIDATED]	\$80.00	N/A
41	DSC - Building	Unfired Pressure Vessel - Biennial - [FEE CONSOLIDATED]	\$40.00	N/A
42	DSC - Building	Hydrostatic Pressure Test	\$120.00	\$145.00
43	DSC - Building	Repair Inspections - Hourly	\$75.00	\$114.00 per hour
44	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
45	DSC - Building	Reinspection Fee - [RELOCATED TO SHARED FEES]	\$75.00	N/A
46	DSC - Building	Inspection Outside Normal Working Hours (2-hr minimum) - [RELOCATED TO SHARED FEES]	\$75.00	N/A
47	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	2x the Inspection Fee(s)	N/A
48	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	\$150.00	N/A
49				
50		<b>Building Permit Fees</b>		
51	DSC - Building	\$1 - \$2,000 Job Value Fee - Base	\$28.00	\$73.00
52	DSC - Building	\$501 - \$2,000 Job Value Fee - Base - [FEE CONSOLIDATED]	\$28.00	N/A
53	DSC - Building	\$501 - \$2,000 Job Value Fee - Variable - [FEE CONSOLIDATED]	\$3.00	N/A
54	DSC - Building	\$2,001 - \$25,000 Job Value Fee - Base	\$73.00	\$73.00
55	DSC - Building	\$2,001 - \$25,000 Job Value Fee - Variable	\$13.00	\$13.00
56	DSC - Building	\$25,001 - \$50,000 Job Value Fee - Base	\$372.00	\$372.00
57	DSC - Building	\$25,001 - \$50,000 Job Value Fee - Variable	\$10.00	\$10.00
58	DSC - Building	\$50,001 - \$100,000 Job Value Fee - Base	\$622.00	\$622.00
59	DSC - Building	\$50,001 - \$100,000 Job Value Fee - Variable	\$7.00	\$7.00
60	DSC - Building	\$100,001 - \$500,000 Job Value Fee - Base	\$972.00	\$972.00
61	DSC - Building	\$100,001 - \$500,000 Job Value Fee - Variable	\$5.00	\$5.00
62	DSC - Building	\$500,001 - \$1,000,000 Job Value Fee - Base	\$2,972.00	\$2,972.00
63	DSC - Building	\$500,001 - \$1,000,000 Job Value Fee - Variable	\$4.00	\$4.00
64	DSC - Building	Over \$1,000,000 Job Value Fee - Base	\$4,972.00	\$4,972.00
65	DSC - Building	Over \$1,000,000 Job Value Fee - Variable	\$3.00	\$3.00
66	DSC - Building	Plan Review for Commercial & Multi-Family over 2 units	65% of job value fee	65% of job value fee
67	DSC - Building	Fast Track Plan Review Fee	125% of Building Fee	125% of Building Fee
68	DSC - Building	Plan Review for New Single-Family Residences, Accessory Dwelling Units, & Duplexes	50% of Building Fee	50% of Building Fee
69	DSC - Building	Plan Review for SFR & Duplex Accessory Structures & Additions	25% of Building Fee	25% of Building Fee
70	DSC - Building	Revision Review Fee - Hourly	\$75 per hour	\$114.00 per hour
71	DSC - Building	Plan Review for SFR & Duplex Accessory Structure Remodels	25% of Building Fee	25% of Building Fee
72	DSC - Building	Demolition of SFR, Duplex, or Accessory Structure	\$35.00	\$45.00
73	DSC - Building	Demolition of Other Structures - Per 1,000 Sq Ft - [MAXIMUM \$450]	\$35.00	\$45.00
74	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
75	DSC - Building	Demolition of historic landmarks, historic district contributing buildings, and "Downtown" buildings - [FEE CONSOLIDATED]	\$500.00	N/A
76	DSC - Building	Fence Permit Fee	\$20.00	\$20.00
77	DSC - Building	Fence Processing and Review Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
78	DSC - Building	100 cubic yards or less of Grading or Fill - [FEE CONSOLIDATED]	\$28.00	N/A
79	DSC - Building	101 - 1,000 cubic yards of Grading or Fill - Base - [FEE CONSOLIDATED]	\$28.00	N/A
80	DSC - Building	101 - 1,000 cubic yards of Grading or Fill -Variable - [FEE CONSOLIDATED]	\$12.00	N/A
81	DSC - Building	10,000 cubic yards or less of Grading or Fill - Base	\$136.00	\$145.00
82	DSC - Building	1,001 - 10,000 cubic yards of Grading or Fill - Variable - [FEE CONSOLIDATED]	\$10.00	N/A
83	DSC - Building	10,000 cubic yards or more of Grading or Fill - Base	\$226.00	\$145.00
84	DSC - Building	10,000 cubic yards or more of Grading or Fill - Variable	\$45.00	\$30.00
85	DSC - Building	100,001 and more cubic yards of Grading or Fill - Base - [FEE CONSOLIDATED]	\$631.00	N/A
86	DSC - Building	100,001 and more cubic yards of Grading or Fill - Variable - [FEE CONSOLIDATED]	\$25.00	N/A
87	DSC - Building	Plan Review for 1,000 cubic yards or less	\$20.00	\$75.00
88	DSC - Building	Plan Review for 51 - 100 cubic yards - [FEE CONSOLIDATED]	\$20.00	N/A
89	DSC - Building	Plan Review for 101 - 1,000 cubic yards - [FEE CONSOLIDATED]	\$25.00	N/A
90	DSC - Building	Plan Review for 1,001 - 10,000 - [FEE CONSOLIDATED]	\$35.00	N/A
91	DSC - Building	Plan Review for 1,001 - 100,000 cubic yards - Base	\$35.00	\$190.00
92	DSC - Building	Plan Review for each 10,000 cubic yards over 100,000 - Variable	\$17.00	\$10.00
93	DSC - Building	Plan Review for 100,001 - 200,000 - Base - [FEE CONSOLIDATED]	\$188.00	N/A
94	DSC - Building	Plan Review for 100,001 - 200,000 - Variable - [FEE CONSOLIDATED]	\$10.00	N/A
95	DSC - Building	Plan Review for 200,001 and more cubic yards - Base - [FEE CONSOLIDATED]	\$288.00	N/A
96	DSC - Building	Plan Review for 200,001 and more cubic yards - Variable - [FEE CONSOLIDATED]	\$5.00	N/A

97	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
98	DSC - Building	Wall, Projecting, and Incidental Sign Permit Fee - Per Sign	\$30.00	\$47.00
99	DSC - Building	Pole, Billboard, and Off-Premises Sign Permit Fee - Per Sign	\$75.00	\$117.00
100	DSC - Building	Building Services Review Fee for Pole Signs with area over 100 sq ft or over 30 ft high - [FEE CONSOLIDATED]	\$50.00	N/A
101	DSC - Building	Sign Review Fee	\$50.00	\$135.00
102	DSC - Building	Sign Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
103	DSC - Building	Factory Built Housing - Per Section	\$50.00	\$75.00
104	DSC - Building	Development Services Review Fee	\$50.00	\$135.00
105	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
106	DSC - Building	Manufactured (Mobile) Home - Per Section	\$50.00	\$75.00
107	DSC - Building	Development Services Review Fee	\$50.00	\$135.00
108	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
109	DSC - Building	Temporary Structures - 1st 180 days	\$100.00	\$250.00
110	DSC - Building	Temporary Structures - 2nd 180 days	\$500.00	\$550.00
111	DSC - Building	Development Services Review Fee	\$50.00	\$135.00
112	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
113	DSC - Building	Relocation Inspection for Bond Determination - [FEE ELIMINATED]	\$75.00	N/A
114	DSC - Building	Relocation Determination Fee	\$50.00	\$75.00
115	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
116	DSC - Building	Early Start and Fast Track Approval	25% Additional fee	25% Additional fee
117	DSC - Building	Temporary Certificate of Occupancy Issuance or Extension	\$250.00	\$520.00
118	DSC - Building	Swimming Pool Permit Fee (when accessory to SFR or Duplex)	\$75.00	\$95.00
119	DSC - Building	Swimming Pool Permit Fee (for all others)	\$100.00	\$215.00
120	DSC - Building	Development Services Review Fee	\$25.00	\$25.00
121	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
122	DSC - Building	Reinspection Fee - [RELOCATED TO SHARED FEES]	\$75.00	N/A
123	DSC - Building	Inspection Outside Normal Working Hours (2-hr minimum) - [RELOCATED TO SHARED FEES]	\$75.00	N/A
124	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	2x the Inspection Fee(s)	N/A
125	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	\$150.00	N/A
126	DSC - Building	Safety Inspection - Commercial Building - Per hour (2-hr minimum)	\$75.00	\$114.00 per hour
127	DSC - Building	Safety Inspection - SFR, Electrical Only	\$75.00	\$95.00
128	DSC - Building	Safety Inspection - SFR, 2 or more categories	\$100.00	\$190.00
129	DSC - Building	Safety Inspection - Duplex	\$175.00	\$245.00
130	DSC - Building	Safety Inspection - Multi-Family 3 to 6 units	\$250.00	\$315.00
131	DSC - Building	Safety Inspection - Multi-Family over 6 units - Base	\$250.00	\$315.00
132	DSC - Building	Safety Inspection - Multi-Family over 6 units - Variable	\$25.00	\$35.00
133	DSC - Building	Safety Inspection - Multi-Family over 50 units - Base - [FEE CONSOLIDATED]	\$1,350.00	N/A
134	DSC - Building	Safety Inspection - Multi-Family over 50 units - Variable - [FEE CONSOLIDATED]	\$10.00	N/A
135	DSC - Building	Electrical Service Reconnect - Residence	\$25.00	\$50.00
136	DSC - Building	Electrical Service Reconnect - Commercial	\$50.00	\$110.00
137	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
138	DSC - Building	Recording Fee	What County Charges	What County Charges
139	DSC - Building	Recording Fee - No Permit - [RELOCATED TO SHARED FEES]	\$25.00	N/A
140	DSC - Building	Expired Building Permit Renewal when No Inspections	100 percent	100 percent
141	DSC - Building	Expired Building Permit Renewal when Foundation Approved	75 percent	75 percent
142	DSC - Building	Expired Building Permit Renewal when All Rough-ins Approved	25 percent	25 percent
143	DSC - Building	Expired Building Permit Renewal with Additional Work	Job Value Fee	Job Value Fee
144	DSC - Building	Expired Plumbing Permit Renewal when No Inspections	100 percent	100 percent
145	DSC - Building	Expired Plumbing Permit Renewal when Top Outs Approved	25 percent	25 percent
146	DSC - Building	Expired Mechanical Permit Renewal when No Inspections	100 percent	100 percent
147	DSC - Building	Expired Mechanical Permit Renewal when Rough-Ins Approved	25 percent	25 percent
148	DSC - Building	Expired Electrical Permit Renewal when No Inspections	100 percent	100 percent
149	DSC - Building	Expired Electrical Permit Renewal when Rough-Ins/Service Approved	25 percent	25 percent
150	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
151				
152		<b>Electrical Permit Fees</b>		
153	DSC - Building	New Square Footage up to 5000 sq ft - Variable per 100 sq ft	\$4.00	\$5.00
154	DSC - Building	New Square Footage over 5,000 sq ft - Base	\$200.00	\$250.00
155	DSC - Building	New Square Footage over 5,000 sq ft - Variable per 100 sq. ft.	\$2.00	\$3.00
156	DSC - Building	New Square Footage over 20,000 sq ft - Base - [FEE CONSOLIDATED]	\$500.00	N/A
157	DSC - Building	New Square Footage over 20,000 sq ft - Variable per 100 sq ft - [FEE CONSOLIDATED]	\$1.00	N/A
158	DSC - Building	Alterations/Wiring of Existing Space	\$5.00	\$7.00
159	DSC - Building	Light Standard	\$7.00	\$10.00
160	DSC - Building	Service, 1-200 Amps	\$40.00	\$50.00
161	DSC - Building	Service, 201-400 Amps	\$50.00	\$62.00
162	DSC - Building	Service, 401-600 Amps	\$60.00	\$75.00
163	DSC - Building	Service, 601-800 Amps	\$70.00	\$87.00
164	DSC - Building	Service, 801-1,000 Amps	\$80.00	\$100.00
165	DSC - Building	Service, Over 1,000 Amps - Base	\$80.00	\$100.00
166	DSC - Building	Service, Over 1,000 Amps - Variable	\$5.00	\$7.00
167	DSC - Building	Service, Over 600V, 1-200 Amps - [FEE CONSOLIDATED]	\$70.00	N/A
168	DSC - Building	Service, Over 600V, Surcharge	\$80.00	\$60.00
169	DSC - Building	Service, Over 600V, 401-600 Amps - [FEE CONSOLIDATED]	\$90.00	N/A
170	DSC - Building	Service, Over 600V, 601-800 Amps - [FEE CONSOLIDATED]	\$100.00	N/A
171	DSC - Building	Service, Over 600V, 801-1,000 Amps - [FEE CONSOLIDATED]	\$110.00	N/A
172	DSC - Building	Service, Over 600V, Over 1,000 Amps - Base - [FEE CONSOLIDATED]	\$110.00	N/A
173	DSC - Building	Service, Over 600V, Over 1,000 Amps - Variable - [FEE CONSOLIDATED]	\$5.00	N/A
174	DSC - Building	Alarms, Telecommunications, and Control Circuits other low-voltage systems (per 2,500 sq. ft.)	\$10.00	\$15.00
175	DSC - Building	Temporary Service and Load Test	\$20.00	\$45.00
176	DSC - Building	Transformer - Base	\$30.00	\$40.00
177	DSC - Building	Transformer - Variable	\$10.00	\$12.00
178	DSC - Building	Generator (emergency, standby, and resource recovery) - Base	\$30.00	\$40.00
179	DSC - Building	Generator (emergency, standby, and resource recovery) - Variable	\$10.00	\$12.00
180	DSC - Building	Feeder	\$15.00	\$20.00
181	DSC - Building	Ground Work-Ground Ufer	\$25.00	\$30.00
182	DSC - Building	Extensive Ground Work	\$75.00	\$105.00
183	DSC - Building	Annual Electrical Permit, 12 Inspections/1 - 3 Electricians	\$1,500.00	\$2,300.00
184	DSC - Building	Annual Electrical Permit, 24 Inspections/4 - 6 Electricians	\$3,000.00	\$4,600.00
185	DSC - Building	Annual Electrical Permit, 36 Inspections/7 - 12 Electricians	\$4,500.00	\$6,900.00
186	DSC - Building	Annual Electrical Permit, 52 Inspections/13+ Electricians	\$6,000.00	\$8,200.00
187	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
188	DSC - Building	Minimum Sum of Combined Fees, Processing + Inspection Fees - [FEE ELIMINATED]	\$40.00	N/A
189	DSC - Building	Reinspection Fee - [RELOCATED TO SHARED FEES]	\$75.00	N/A
190	DSC - Building	Inspection Outside Normal Working Hours (2-hr minimum) - [RELOCATED TO SHARED FEES]	\$75.00	N/A
191	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	2x the Inspection Fee(s)	N/A
192	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	\$150.00	N/A
193				
194		<b>Elevator Permit Fees</b>		
195	DSC - Building	Install: Elevator, Escalator, or Moving Walk \$5,000 Value or Less	\$250.00	\$250.00



196	DSC - Building	Install: Elevator, Escalator, or Moving Walk Install > \$5,000 Value - Base	\$250.00	\$250.00
197	DSC - Building	Install: Elevator, Escalator, or Moving Walk Install > \$5,000 Value -Variable	\$4.00	\$4.00
198	DSC - Building	Install: Stair Climber or Plan Form Lift	\$80.00	\$80.00
199	DSC - Building	Install: Dumbwaiter or Material Lift	\$170.00	\$170.00
200	DSC - Building	Install: Temporary Personnel Hoist (Construction Lift)	\$250.00	\$350.00
201	DSC - Building	Operating Permit: Hydraulic Elevator - Annual, Base	\$177.00	\$177.00
202	DSC - Building	Operating Permit: Hydraulic Elevator - Annual, Variable	\$22.00	\$22.00
203	DSC - Building	Operating Permit: Cable Elevator - Annual, Base	\$353.00	\$353.00
204	DSC - Building	Operating Permit: Cable Elevator - Annual, Variable	\$22.00	\$22.00
205	DSC - Building	Operating Permit: Escalator or Moving Walk	\$353.00	\$353.00
206	DSC - Building	Operating Permit: Dumbwaiter, Platform/Material Lift, or Stair Climber	\$88.00	\$88.00
207	DSC - Building	Alteration or Repair: \$5,000 Value or Less	\$250.00	\$250.00
208	DSC - Building	Alteration or Repair: > \$5,000 Value - Base	\$250.00	\$250.00
209	DSC - Building	Alteration or Repair: > \$5,000 Value - Variable	\$4.00	\$4.00
210	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
211	DSC - Building	Elevator Reinspection: Hourly	\$88.00	\$114.00 per hour
212	DSC - Building	Elevator Reinspection: Hydraulic - Variable - [FEE CONSOLIDATED]	\$22.00	N/A
213	DSC - Building	Elevator Reinspection: Electric - Base - [FEE CONSOLIDATED]	\$177.00	N/A
214	DSC - Building	Elevator Reinspection: Electric - Variable - [FEE CONSOLIDATED]	\$22.00	N/A
215	DSC - Building	Elevator Reinspection: Other Conveyance Types - [FEE CONSOLIDATED]	\$75.00	N/A
216	DSC - Building	Elevator Inspections Outside Normal Inspector Working Hours - [RELOCATED TO SHARED FEES]	\$355.00	N/A
217	DSC - Building	Elevator Work Without Permit Fee - [RELOCATED TO SHARED FEES]	Equal to Permit Fee	N/A
218	DSC - Building	Uncorrected Deficiencies (assessed at 90, 120, and 150 days)	\$177.00	\$177.00
219	DSC - Building	Document Replacement Fee	\$25.00	\$65.00
220	DSC - Building	Temp Hoist: Semi-Annual or Jump Inspection	\$177.00	\$177.00
221	DSC - Building	Temp Hoist: Semi-Annual Operating Permit	\$177.00	\$177.00
222	DSC - Building	Temporary Operating Permit Fee - Base	\$115.00	\$115.00
223	DSC - Building	Temporary Operating Permit Fee - Variable	\$15.00	\$15.00
224	DSC - Building	Plan Review for Installs and Major Alterations	\$88.00	\$88.00
225	DSC - Building	Variance Request w/ Site Visit - Base	\$177.00	\$177.00
226	DSC - Building	Variance Request w/ Site Visit - Variable	\$88.00	\$88.00
227	DSC - Building	Variance Request via Desk Evaluation (w/o site visit)	\$88.00	\$88.00
228	DSC - Building	Technical Advise Site Visit Fee - Base	\$177.00	\$177.00
229	DSC - Building	Technical Advise Site Visit Fee - Variable	\$88.00	\$88.00
230	DSC - Building	Decommissioning Conveyance Fee	\$177.00	\$177.00
231	DSC - Building	Re-Commissioning Conveyance Fee - Base	\$177.00	\$177.00
232	DSC - Building	Re-Commissioning Conveyance Fee - Variable	\$88.00	\$88.00
233	DSC - Building	Operating a Conveyance w/o Permit: 30 Day Penalty Fee	\$164.00	\$164.00
234				
235		<b>Mechanical Permit Fees</b>		
236	DSC - Building	Air Handler (per 10,000 cfm or fraction of)	\$15.00	\$17.00
237	DSC - Building	Clothes Dryer (Gas)	\$13.00	\$15.00
238	DSC - Building	Ductwork System	\$13.00	\$15.00
239	DSC - Building	Evaporative Cooler	\$13.00	\$15.00
240	DSC - Building	Gas Log	\$13.00	\$15.00
241	DSC - Building	Gas Piping: 1-4 outlets - [FEE CONSOLIDATED]	\$12.00	N/A
242	DSC - Building	Gas Piping: per outlet	\$3.00	\$4.00
243	DSC - Building	Gas Water Heater	\$13.00	\$15.00
244	DSC - Building	Heat Pump and A/C: 0 to 15 tons	\$15.00	\$23.00
245	DSC - Building	Heat Pump and A/C: 15 to 50 tons	\$25.00	\$45.00
246	DSC - Building	Heat Pump and A/C: 15 to 30 tons - [FEE CONSOLIDATED]	\$30.00	N/A
247	DSC - Building	Heat Pump and A/C: 30 to 50 tons - [FEE CONSOLIDATED]	\$45.00	N/A
248	DSC - Building	Heat Pump and A/C: Over 50 tons	\$75.00	\$75.00
249	DSC - Building	Heating Equipment: Less than 100,000 BTUs	\$15.00	\$17.00
250	DSC - Building	Heating Equipment: More than 100,000 BTUs	\$20.00	\$25.00
251	DSC - Building	Hood: Type I (per 12 ft or 12 ft portion of hood)	\$65.00	\$70.00
252	DSC - Building	Hood: Type II	\$13.00	\$15.00
253	DSC - Building	Electric Water Heater - [FEE RELOCATED]	\$12.00	N/A
254	DSC - Building	Hydronic Piping: per outlet	\$3.00	\$4.00
255	DSC - Building	Miscellaneous (items not covered elsewhere)	\$13.00	\$15.00
256	DSC - Building	Propane Tanks	\$13.00	\$15.00
257	DSC - Building	Range (Gas)	\$13.00	\$15.00
258	DSC - Building	Refrigeration Unit: 1-100,000 BTUs - [FEE CONSOLIDATED]	\$15.00	N/A
259	DSC - Building	Refrigeration Unit: 1 - 500,000 BTUs	\$25.00	\$25.00
260	DSC - Building	Refrigeration Unit: 500,000 - 1,000,000 BTUs - [FEE CONSOLIDATED]	\$30.00	N/A
261	DSC - Building	Refrigeration Unit: 500,000 - 1,750,000 BTUs	\$45.00	\$45.00
262	DSC - Building	Refrigeration Unit: Over 1,750,000 BTUs	\$75.00	\$75.00
263	DSC - Building	Unlisted Gas Appliance: Up to 400,000 BTUs	\$75.00	\$75.00
264	DSC - Building	Unlisted Gas Appliance: Over 400,000 BTUs	\$125.00	\$125.00
265	DSC - Building	Used Appliance: Up to 400,000 BTUs	\$75.00	\$75.00
266	DSC - Building	Used Appliance: Over 400,000 BTUs	\$125.00	\$125.00
267	DSC - Building	Vent Fans	\$13.00	\$15.00
268	DSC - Building	Wood Stove or Insert	\$25.00	\$40.00
269	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
270	DSC - Building	Minimum Sum of Combined Fees, Processing + Inspection Fees - [FEE ELIMINATED]	\$40.00	N/A
271	DSC - Building	Reinspection Fee - [RELOCATED TO SHARED FEES]	\$75.00	N/A
272	DSC - Building	Inspection Outside Normal Working Hours (2-hr minimum) - [RELOCATED TO SHARED FEES]	\$75.00	N/A
273	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	2x the Inspection Fee(s)	N/A
274	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	\$150.00	N/A
275				
276		<b>Plumbing Permit Fees</b>		
277	DSC - Building	Bar Sink	\$11.00	\$15.00
278	DSC - Building	Bathtub	\$11.00	\$15.00
279	DSC - Building	Clothes Washer	\$11.00	\$15.00
280	DSC - Building	Dishwasher	\$11.00	\$15.00
281	DSC - Building	Drinking Fountain	\$11.00	\$15.00
282	DSC - Building	Electric Water Heater - [FEE RELOCATED]	\$11.00	N/A
283	DSC - Building	Floor Drain	\$11.00	\$15.00
284	DSC - Building	Floor Sink	\$11.00	\$15.00
285	DSC - Building	Garbage Disposal	\$11.00	\$15.00
286	DSC - Building	Kitchen Sink	\$11.00	\$15.00
287	DSC - Building	Lawn Sprinkler (with 1 backflow device)	\$11.00	\$15.00
288	DSC - Building	Medical Gas Outlet	\$11.00	\$15.00
289	DSC - Building	Miscellaneous (items not covered elsewhere)	\$11.00	\$15.00
290	DSC - Building	Sewage Ejector	\$11.00	\$15.00
291	DSC - Building	Shower	\$11.00	\$15.00
292	DSC - Building	Sink	\$11.00	\$15.00
293	DSC - Building	Toilet	\$11.00	\$15.00
294	DSC - Building	Urinal	\$11.00	\$15.00

295	DSC - Building	Utility Sink	\$11.00	\$15.00
296	DSC - Building	Vacuum Breaker/Backflow Device	\$11.00	\$15.00
297	DSC - Building	Water Softener	\$11.00	\$15.00
298	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
299	DSC - Building	Minimum Sum of Combined Fees, Processing + Inspection Fees - [FEE ELIMINATED]	\$40.00	N/A
300	DSC - Building	Reinspection Fee - [RELOCATED TO SHARED FEES]	\$75.00	N/A
301	DSC - Building	Inspection Outside Normal Working Hours (2-hr minimum) - [RELOCATED TO SHARED FEES]	\$75.00	N/A
302	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	2x the Inspection Fee(s)	N/A
303	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	\$150.00	N/A
304				
305		<b>Special Inspection and Other Fees</b>		
306	DSC - Building	Reinspection Fee - [RELOCATED TO SHARED FEES]	\$75.00	N/A
307	DSC - Building	Inspection Outside Normal Working Hours (2-hr minimum) - [RELOCATED TO SHARED FEES]	\$75.00	N/A
308	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	2x the Inspection Fee(s)	N/A
309	DSC - Building	Work Done Without Permit/Investigative Fees - Greater Of: - [RELOCATED TO SHARED FEES]	\$150.00	N/A
310	DSC - Building	Minimum Sum of Combined Fees, Processing + Inspection Fees - [FEE ELIMINATED]	\$40.00	N/A
311	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
312	DSC - Building	Research & Report Fees - [FEE ELIMINATED]	\$60.00	N/A
313				
314		<b>Certificate of Occupancy Fees</b>		
315	DSC - Building	For Change of Occupancy when no work required	\$50.00	\$90.00
316	DSC - Building	For Home Occupation - Base - [FEE ELIMINATED]	\$20.00	N/A
317	DSC - Building	For Home Occupation - Variable - [FEE ELIMINATED]	\$75.00	N/A
318	DSC - Building	Processing Fee - [RELOCATED TO SHARED FEES]	\$25.00	N/A
319				
320		<b>Code Enforcement: Existing Building and Conservation Code Fees</b>		
321	DSC - Building	General: Bill equal to all costs and expenses incurred by City	Cost Incurred	Cost Incurred
322	DSC - Building	Boarding and Securing	Cost Incurred	Cost Incurred
323	DSC - Building	Property Monitoring	\$300.00	\$300.00
324	DSC - Building	Annual Hearing Processing Fee - First Year	\$1,500.00	\$2,000.00
325	DSC - Building	Annual Hearing Processing Fee - Each Subsequent Year - [FEE CREATED]	NEW FEE	\$5,000.00
326				
327		<b>Code Enforcement: Obstruction From Vegetation and Debris Fees</b>		
328	DSC - Building	Vegetation and Debris Abatement	Cost Incurred	Cost Incurred
329	DSC - Building	Vegetation and Debris Abatement Surcharge	\$85.00	\$250.00
330				
331		<b>Code Enforcement: Existing Building and Conservation Code Fees</b>		
332	DSC - Building	Annual Foreclosure Property Registration Fee	\$350.00	\$350.00
333				
334		<b>Appeal Fees</b>		
335	DSC - Building	Appeal of Administrative Decision to Hearing Examiner	\$250.00	\$350.00
336	DSC - Building	Exception: Junk Vehicle Determination Appeal	\$200.00	\$200.00
337	DSC - Building	Appeal of Hearing Examiner Decision to City Council	\$500.00	\$700.00
338	DSC - Building	Appeal Preparation Fee	Actual Cost	Actual Cost
339	DSC - Building	Appeal Filing Fee (except as otherwise provided)	\$150.00	\$250.00
340				
341		<b>Multi-Family Housing Property Tax Incentive Program</b>		
342	DSC - Building	Multi-Family Tax Exemption (MFTE) Application	\$1,000.00	\$1,000.00
343	DSC - Building	MFTE Extension Application	\$1,000.00	\$1,000.00
344	DSC - Building	MFTE Final Certificate	\$2,000.00	\$2,000.00
345	DSC - Building	MFTE Final Certificate Conversion from 12 to 8 year	\$500.00	\$500.00
346				
347		<b>Solar Fees</b>		
348	DSC - Building	SFR-Duplex Solar Plan Review Fee (DSC)	\$75.00	\$75.00
349	DSC - Building	SFR-Duplex Solar Inspection Fee (DSC)	\$150.00	\$150.00
350	DSC - Building	MFCOM Solar Plan Review Fee (DSC)	65% of Job Value Fee	65% of Job Value Fee
351	DSC - Building	MFCOM Solar Inspection Fee (DSC)	Job Value Based	Job Value Based
352	DSC - Building	Electrical Service Fee assessed in accordance with the Electrical Fee Schedule	See Electric Schedule	See Electric Schedule
353	DSC - Building	Addition electrical fees assessed as applicable to the scope of work.	See Electric Schedule	See Electric Schedule
354	DSC - Building	Fire Review and Inspection Fees assessed in accordance with the Fire Codes	See Fire Code	See Fire Code
355				
356		<b>Demolition Review Fees:</b>		
357	DSC - Building	Under 4,000 sq feet:	NEW FEE	\$150.00
358	DSC - Building	4,001-10,000 sq feet:	NEW FEE	\$250.00
359	DSC - Building	10,001-25,000 sq feet:	NEW FEE	\$500.00
360	DSC - Building	Over 25,001 sq feet:	NEW FEE	\$1,000.00
361				
362	DSC - Building	For properties that must be deconstructed according to SMC 15.06 (HP capped at \$1,500, including th	NEW FEE	,500 in combination w/ above fees
363				

## **Appendix B: Planning Fee Schedule**

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#	Division	Fee Schedule Description	Current Rate (2024)	Proposed Rate (2024)
1				
2		<b>Shorelines Management</b>		
3	DSC - Planning	\$2,500 - \$10,000 Project Value Fee	\$1,020.00	\$1,200.00
4	DSC - Planning	\$10,001 - \$50,000 Project Value Fee	\$1,420.00	\$1,600.00
5	DSC - Planning	\$50,001 - \$250,000 Project Value Fee	\$2,700.00	\$3,000.00
6	DSC - Planning	\$250,001 - \$1,000,000 Project Value Fee	\$5,400.00	\$5,800.00
7	DSC - Planning	Over \$1,000,000 Project Value Fee - Base	\$6,750.00	\$7,000.00
8	DSC - Planning	Over \$1,000,000 Project Value Fee - Variable	0.1% of project valuation	0.1% of project valuation
9	DSC - Planning	Variance Fee	\$2,160.00	\$2,300.00
10	DSC - Planning	Conditional Use Fee	\$1,860.00	\$2,000.00
11	DSC - Planning	Pre-Submittal Review	\$555.00	\$600.00
12	DSC - Planning	Shoreline Exemption Fee	\$555.00	\$600.00
13	DSC - Planning	Permit Amendment Fee	80% of fee in this schedule	80% of fee in this schedule
14				
15		<b>State Environmental Policy Act (SEPA)</b>		
16	DSC - Planning	SEPA Environmental Checklist Initial Review	\$250.00	\$500.00
17	DSC - Planning	Threshold Determination of MDNS	\$165.00	\$325.00
18	DSC - Planning	Threshold Determination Resulting in Declaration of Significance	Actual Cost	Actual Cost
19	DSC - Planning	Threshold Determination Resulting in Declaration of Significance - Deposit	\$2,450.00	\$3,250.00
20	DSC - Planning	Public Notice	Actual Cost	Actual Cost
21	DSC - Planning	Environmental Document Reproduction	Actual Cost	Actual Cost
22				
23		<b>Plats</b>		
24	DSC - Planning	Long Plat: One-Year Extension of Preliminary Approval	\$550.00	\$500.00
25	DSC - Planning	Long Plat: Phasing of Approved Preliminary Plat	\$500.00	\$600.00
26	DSC - Planning	Long Plat: Vacation	\$490.00	\$800.00
27	DSC - Planning	Final Long Plat - Base	\$2,025.00	\$3,305.00
28	DSC - Planning	Final Long Plat - Additional fee per lot	\$25.00	\$30.00
29	DSC - Planning	Long Plat: Alteration of Approved Preliminary or Final Long Plat	80% of fee in this schedule	80% of fee in this schedule
30	DSC - Planning	Short Plat: One-Year Extension One-Year Extension of Preliminary Approval	\$550.00	\$500.00
31	DSC - Planning	Short Plat: Phasing of Approved Preliminary Plat	\$500.00	\$600.00
32	DSC - Planning	Short Plat: Vacation	\$490.00	\$800.00
33	DSC - Planning	Final Short Plat Filing Fee	\$1,820.00	\$2,271.00
34	DSC - Planning	Final Short Plat Filing Fee - Additional fee per lot	\$30.00	\$30.00
35	DSC - Planning	Final Short Plat Filing Fee with Minor Engineering Review	\$350.00	\$350.00
36	DSC - Planning	Final Short Plat Filing Fee with Minor Engineering Review - Additional fee per lot	\$30.00	\$30.00
37	DSC - Planning	Short Plat: Alteration of Approved Preliminary or Final Short Plat	80% of fee in this schedule	80% of fee in this schedule
38	DSC - Planning	Binding Site Plan: One-Year Extension of Preliminary Approval	\$550.00	\$500.00
39	DSC - Planning	Final Binding Site Plan	\$2,970.00	\$2,970.00
40	DSC - Planning	Final Binding Site Plan - fee per additional acre	\$30.00	\$30.00
41	DSC - Planning	Binding Site Plan: Alteration of Approved Preliminary or Final	80% of fee in this schedule	80% of fee in this schedule
42	DSC - Planning	Boundary Line Adjustment Filing Fee	\$350.00	\$370.00
43	DSC - Planning	Street Name Change	\$1,355.00	\$2,994.00
44	DSC - Planning	Public Hearing for Other Matters	\$1,895.00	\$1,895.00
45	DSC - Planning	Use of Planning Staff Not Covered by Plat Fees	\$85.00	\$132.00 per hour
46				
47		<b>Zoning</b>		
48	DSC - Planning	Staff Preparation of Notification Map and Associated Documents	\$150.00	\$207.00
49	DSC - Planning	Type I Application	\$1,085.00	\$1,085.00
50	DSC - Planning	Type II Application	\$4,325.00	\$4,325.00
51	DSC - Planning	Type II Application - per additional acre	\$60.00	\$60.00
52	DSC - Planning	Type II Application with Minor Engineering Review	\$1,085.00	\$1,085.00
53	DSC - Planning	Type III Application	\$4,590.00	\$4,590.00
54	DSC - Planning	Type III Application - per additional acre	\$215.00	\$215.00
55	DSC - Planning	Site Plan Review and/or Modification	\$815.00	\$815.00
56	DSC - Planning	Site Plan Review and/or Modification - per additional 10 acres	\$550.00	\$550.00
57	DSC - Planning	Optional Consolidated Project Review - [FEE ELIMINATED]	\$4,325.00	N/A
58	DSC - Planning	Optional Consolidated Project Review - per additional acre - [FEE ELIMINATED]	\$215.00	N/A
59	DSC - Planning	Planned Unit Development (PUD) Bonus Density	\$880.00	\$880.00
60	DSC - Planning	Final PUD	\$3,295.00	\$3,295.00
61	DSC - Planning	Temporary Use Permit	\$675.00	\$675.00
62	DSC - Planning	Floodplain Development Permit	\$900.00	\$1,139.00
63	DSC - Planning	Floodplain Development Permit -per additional acre	\$55.00	\$55.00
64	DSC - Planning	Front Yard Setback Establishment Different Than Zoning Code	\$810.00	\$810.00
65	DSC - Planning	Accessory Dwelling Unit (ADU) - [FEE CONSOLIDATED]	\$655.00	N/A
66	DSC - Planning	Formal Written Interpretation of Zoning Code	\$580.00	\$727.00
67	DSC - Planning	Public Hearing for Other Matters	\$1,895.00	\$1,895.00
68	DSC - Planning	Use of Planning Staff Not Covered by Above Fees - Hourly	\$85.00	\$132.00 per hour
69	DSC - Planning	Short Term Rental Permit - In Residential Zones - [FEE RELOCATED]	\$200.00	N/A
70	DSC - Planning	Short Term Rental Renewal - In Residential Zones - Annually - [FEE RELOCATED]	\$100.00	N/A
71	DSC - Planning	Short Term Rental Permit - In All Other Zones - [FEE RELOCATED]	\$300.00	N/A
72	DSC - Planning	Short Term Rental Renewal - In All Other Zones - Annual - [FEE RELOCATED]	\$150.00	N/A
73				
74		<b>Design Review</b>		
75	DSC - Planning	Design Review by Urban Design Staff	\$600.00	\$600.00
76	DSC - Planning	Design Review by Design Review Board	\$1,275.00	\$1,275.00
77				
78	DSC - Planning	<b>Comprehensive Plan and Land Use Code Amendments</b>		
79	DSC - Planning	Threshold Review Fee	\$500.00	\$500.00
80	DSC - Planning	Comp Plan, Map, Text, or other Land Use Code Amendment - Base	\$5,000.00	\$7,000.00
81	DSC - Planning	Comp Plan, Map, Text, or other Land Use Code Amendment - Variable per additional 10 acres	\$1,075.00	\$1,075.00
82	DSC - Planning	Use of Planning Staff Not Covered by Above Fees	\$85.00	\$132.00 per hour
83	DSC - Planning	Formal Written Interpretation of Comp Plan	\$1,075.00	\$1,075.00
84				
85		<b>Concurrency Inquiry Application</b>		
86	DSC - Planning	Concurrency Inquiry Application	\$200.00	\$200.00
87				
88		<b>Short Term Rental License Fee</b>		
89	DSC - Planning	Platform Booking Fee - per night (paid quarterly) - [FEE ELIMINATED]	\$4.00	N/A
90	DSC - Planning	Registration for STR - Residential Zone - Application	NEW FEE	\$200.00
91	DSC - Planning	Registration for STR - Residential Zone - Renewal	NEW FEE	\$100.00
92	DSC - Planning	Registration for STR - Other Zone - Application	NEW FEE	\$300.00
93	DSC - Planning	Registration for STR - Other Zone - Renewal	NEW FEE	\$100.00
94				
95		<b>Shared Fees</b>		
96	DSC	Processing Fee	\$25.00	\$65.00



97	DSC	Re-Inspection Fee	\$75.00	\$150.00
98	DSC	Work Beyond Scope of Permit - [FEE CREATED]	NEW FEE	\$150.00
99	DSC	Work Done Without Permit/Investigative Fees - Greater Of:	2x the Inspection Fee(s)	2x the Inspection Fee(s)
100	DSC	Work Done Without Permit/Investigative Fees - Greater Of:	\$150.00	\$300.00
101	DSC	Inspection Outside Normal Working Hours (2-hr minimum)	\$75/hr	\$115.00 per hour
102	DSC	Additional, Excessive, Phased Reviews	50% Original Review Fee	50% Original Review Fee
103	DSC	Additional, Excessive, Phased Inspections - [FEE CREATED]	NEW FEE	\$105.00
104	DSC	Trade Review (2-hr minimum)	\$75/hr	\$115.00 per hour
105				
106		<b>New Fees</b>		
107	DSC	Credit Card Surcharge/Convenience Fee	NEW FEE	3.00%
108	DSC	Refund Administration Fee - Plan Review and Processing Fees are non-refundable, no refunds of less	NEW FEE	N/A
109	DSC	Stock Plan Review Fee	NEW FEE	25% of Job Value Fee
110	DSC	Reduced Plan Review Fee	NEW FEE	25% of Job Value Fee
111	DSC	State Building Code Fee	NEW FEE	State Determines
112	DSC	Adult Family Home Inspection	NEW FEE	\$245.00
113	DSC	Demolition of Accessory Structures - (i.e. -garages + propose use for Swimming Pools)	NEW FEE	\$35.00
114	DSC	Permit or Application Extension Fee	NEW FEE	\$45.00
115	DSC	Electrical Permit: Load Test Fee	NEW FEE	\$45.00
116	DSC	Zoning Verification Letter	NEW FEE	\$132.00 per hour
117				

## **Appendix C: Engineering Fee Schedule**

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#	Division	Fee Schedule Description	Current Rate (2024)	Proposed Rate (2024)
1				
2		<b>Sidewalk Café Fees</b>		
3	DSC - Engineering	Sidewalk Café Annual Fee	\$100.00	\$150.00
4	DSC - Engineering	Site Modification Review Fee	\$250.00	\$275.00
5	DSC - Engineering	Application Fee - [RELOCATED TO SHARED FEES]	\$50.00	N/A
6	DSC - Engineering	Initial Review Fee	\$300.00	\$300.00
7				
8		<b>Parklets and Streateries</b>		
9	DSC - Engineering	Annual License Fee	\$100.00	\$150.00
10	DSC - Engineering	Site Modification Review Fee	\$250.00	\$300.00
11	DSC - Engineering	Application Fee - [RELOCATED TO SHARED FEES]	\$50.00	N/A
12	DSC - Engineering	Initial Review Fee	\$300.00	\$300.00
13	DSC - Engineering	Refundable Cash Bond	\$1,000.00	\$1,000.00
14	DSC - Engineering	2-hour zone per square foot per month	\$2.09	\$3.04
15	DSC - Engineering	4-hour and all-day zones per square foot per month	\$2.09	\$2.05
16	DSC - Engineering	Time-restricted fee parking	\$1.05	\$1.05
17	DSC - Engineering	Devise removal and replacement fee - Single Space Meter	\$80.00	\$60.00
18	DSC - Engineering	Devise removal and replacement fee - Dual Space Meter	\$80.00	\$120.00
19	DSC - Engineering	Devise removal and replacement fee - Kiosk	\$80.00	\$500.00
20	DSC - Engineering	Meter Removal and Replacement Fee - [FEE CONSOLIDATED]	\$80.00	N/A
21				
22		<b>Sewer Code Fees</b>		
23	DSC - Engineering	Side Sewer Application Fee - [RELOCATED TO SHARED FEES]	\$40.00	N/A
24	DSC - Engineering	Side Sewer Inspection Fee	\$150.00	\$150.00
25	DSC - Engineering	Sewer Tap	\$100.00	\$100.00
26	DSC - Engineering	Reinspection Fee	\$50.00	\$50.00
27				
28		<b>Water Code Fees</b>		
29	DSC - Engineering	Water Tap Application Fee - [RELOCATED TO SHARED FEES]	\$40.00	N/A
30	DSC - Engineering	Water Meter Application Fee - [RELOCATED TO SHARED FEES]	\$40.00	N/A
31				
32		<b>Small Taps and Meters--Additional</b>		
33	DSC - Engineering	Water Tap & Meter Processing Fee - [RELOCATED TO SHARED FEES]	\$40.00	N/A
34				
35		<b>Large Taps and Meters</b>		
36	DSC - Engineering	Water Tap & Meter Processing Fee - [RELOCATED TO SHARED FEES]	\$40.00	N/A
37				
38		<b>Streets and Airspace Fees</b>		
39	DSC - Engineering	Skywalk Application to Hearing Examiner	\$7,160.00	\$7,160.00
40	DSC - Engineering	Skywalk Annual Inspection	\$335.00	\$588.00
41	DSC - Engineering	Skywalk Renewal (within 20 years of permit issuance)	\$2,290.00	\$2,290.00
42	DSC - Engineering	Street Address Assignment	\$10.00	\$15.00
43	DSC - Engineering	Street Address Change	\$20.00	\$61.00
44	DSC - Engineering	ROW Obstruction: Dumpster or Temp Storage Unit (Pod)	\$100.00	\$150.00
45	DSC - Engineering	ROW Obstruction: Long-term (more than 20 days)	\$0.20	\$0.30
46	DSC - Engineering	ROW Obstruction: With Excavation 1-3 Days	\$100.00	\$150.00
47	DSC - Engineering	ROW Obstruction: With Excavation Each Additional Day	\$40.00	\$25.00
48	DSC - Engineering	ROW Obstruction: No Excavation 1-3 Days	\$20.00	\$40.00
49	DSC - Engineering	ROW Obstruction: No Excavation Each Additional Day	\$40.00	\$20.00
50	DSC - Engineering	Master Annual Permit	Expense based	Expense based
51	DSC - Engineering	Parking Meter Obstruction - [FEE RELOCATED]	Parking Fee	Parking Fee
52	DSC - Engineering	Obstruction W/O Permit or Exempt Notification	\$500.00	\$500.00
53	DSC - Engineering	Work Beyond Scope of Permit	\$250.00	\$250.00
54	DSC - Engineering	No Fee For Activities Done Under City Contract	\$0.00	\$0.00
55	DSC - Engineering	Traffic Control Plan Review Fee	\$50.00	\$78.00
56	DSC - Engineering	Building Move Permit	\$100.00	\$172.00
57	DSC - Engineering	Road Oiling (and other dust palliatives)	\$100.00	\$156.00
58	DSC - Engineering	Street Vacation Application Fee	\$400.00	\$623.00
59	DSC - Engineering	Approach Permit: Commercial	\$30.00	\$52.00
60	DSC - Engineering	Approach Permit: Residential Driveway	\$20.00	\$31.00
61				
62	DSC	IT Plan Review for Fiber - [FEE CREATED]	NEW FEE	\$95.00
63				
64		<b>Private Construction Plan Review and Inspection</b>		
65		<u>Plan Review Fee Table:</u>		
66	DSC - Engineering	\$1 - \$10,000 Job Value Fee	\$300.00	\$300.00
67	DSC - Engineering	\$10,001 - \$50,000 Job Value Fee - Base	\$300.00	\$300.00
68	DSC - Engineering	\$10,001 - \$50,000 Job Value Fee - Variable	\$15.00	\$15.00
69	DSC - Engineering	\$50,001 - \$100,000 Job Value Fee - Base	\$900.00	\$900.00
70	DSC - Engineering	\$50,001 - \$100,000 Job Value Fee - Variable	\$13.00	\$13.00
71	DSC - Engineering	\$100,001 - \$500,000 Job Value Fee - Base	\$1,550.00	\$1,550.00
72	DSC - Engineering	\$100,001 - \$500,000 Job Value Fee - Variable	\$10.50	\$10.50
73	DSC - Engineering	\$500,001 - \$1,000,000 Job Value Fee - Base	\$5,750.00	\$5,750.00
74	DSC - Engineering	\$500,001 - \$1,000,000 Job Value Fee - Variable	\$9.50	\$9.50
75	DSC - Engineering	Over \$1,000,000 Job Value Fee - Base	\$10,500.00	\$10,500.00
76	DSC - Engineering	Over \$1,000,000 Job Value Fee - Variable	\$8.75	\$8.75
77	DSC - Engineering	Additional Review (for excessive plan changes)	\$60 per hour	\$115.00 per hour
78	DSC - Engineering	On-Site Water Systems Review Fee - outside City limits or no bldg permit	\$250.00	\$250.00
79	DSC - Engineering	On-Site Sanitary Sewer Systems Review - outside City limits or no bldg permit	\$250.00	\$250.00
80	DSC - Engineering	Standard (Simple) Stormwater Systems Review: Under 10 lots - Base	\$400.00	\$400.00
81	DSC - Engineering	Standard (Simple) Stormwater Systems Review: Under 10 lots - Variable	\$10.00	\$10.00
82	DSC - Engineering	Standard (Simple) Stormwater Systems Review: 10 - 100 lots - Base	\$500.00	\$500.00
83	DSC - Engineering	Standard (Simple) Stormwater Systems Review: 10 - 100 lots - Variable	\$10.00	\$10.00
84	DSC - Engineering	Standard (Simple) Stormwater Systems Review: Over 100 lots - Base	\$700.00	\$700.00
85	DSC - Engineering	Standard (Simple) Stormwater Systems Review: Over 100 lots - Variable	\$10.00	\$10.00
86	DSC - Engineering	Stormwater Review Fee Up to 2 acres - outside City limits or no bldg permit	\$250.00	\$250.00
87	DSC - Engineering	Stormwater Review Fee Over 2 acres - outside City limits or no bldg permit	\$500.00	\$500.00
88	DSC - Engineering	Complex Stormwater Systems Review: Under 10 lots - Base	\$500.00	\$500.00
89	DSC - Engineering	Complex Stormwater Systems Review: Under 10 lots - Variable	\$10.00	\$10.00
90	DSC - Engineering	Complex Stormwater Systems Review: 10 - 100 lots - Base	\$750.00	\$750.00
91	DSC - Engineering	Complex Stormwater Systems Review: 10 - 100 lots - Variable	\$15.00	\$15.00
92	DSC - Engineering	Complex Stormwater Systems Review: Over 100 lots - Base	\$1,000.00	\$1,000.00
93	DSC - Engineering	Complex Stormwater Systems Review: Over 100 lots - Variable	\$15.00	\$15.00
94	DSC - Engineering	Stormwater Review Fee Up to 2 acres - outside City limits or no bldg permit	\$500.00	\$500.00
95	DSC - Engineering	Stormwater Review Fee Over 2 acres - outside City limits or no bldg permit	\$1,000.00	\$1,000.00
96	DSC - Engineering	Storm Sewer Review - in accordance with subsection (A) above.	No Charge	No Charge

97	DSC - Engineering	Waiver or Variance Review	\$60.00	\$115.00 per hour
98	DSC - Engineering	Site Development Plan Review	\$250.00	\$250.00
99	DSC - Engineering	Traffic Impact Analysis Review Fee	\$200.00	\$200.00
100	DSC - Engineering	Hydraulic Analysis Review Fee	\$580.00	\$580.00
101				
102		<u>Inspection Fee Table:</u>		
103	DSC - Engineering	\$1 - \$5,000 Job Value Fee	\$500.00	\$500.00
104	DSC - Engineering	\$5,001 - \$10,000 Job Value Fee	\$1,000.00	\$1,000.00
105	DSC - Engineering	\$10,001 - \$50,000 Job Value Fee - Base	\$1,000.00	\$1,000.00
106	DSC - Engineering	\$10,001 - \$50,000 Job Value Fee - Variable	\$25.00	\$25.00
107	DSC - Engineering	\$50,001 - \$100,000 Job Value Fee - Base	\$2,000.00	\$2,000.00
108	DSC - Engineering	\$50,001 - \$100,000 Job Value Fee - Variable	\$20.00	\$20.00
109	DSC - Engineering	\$100,001 - \$500,000 Job Value Fee - Base	\$3,000.00	\$3,000.00
110	DSC - Engineering	\$100,001 - \$500,000 Job Value Fee - Variable	\$15.00	\$15.00
111	DSC - Engineering	\$500,001 - \$1,000,000 Job Value Fee - Base	\$9,000.00	\$9,000.00
112	DSC - Engineering	\$500,001 - \$1,000,000 Job Value Fee - Variable	\$10.00	\$10.00
113	DSC - Engineering	Over \$1,000,000 Job Value Fee - Base	\$14,000.00	\$14,000.00
114	DSC - Engineering	Over \$1,000,000 Job Value Fee - Variable	\$5.00	\$5.00
115	DSC - Engineering	Non-Typical, Specialty Project Inspection	\$40.00	\$115.00 per hour
116	DSC - Engineering	Non-Typical, Specialty Project Overtime Inspection	1.5x the Inspection Fee(s)	1.5x the Inspection Fee(s)
117	DSC - Engineering	Non-Typical, Specialty Project Survey Crew Inspection	\$120.00	\$115.00 per hour
118	DSC - Engineering	Non-Typical, Specialty Project Survey Crew Overtime Inspection	1.5x the Inspection Fee(s)	1.5x the Inspection Fee(s)
119				
120		<u>Oversize or Overweight Movements</u>		
121	DSC - Engineering	Oversize Load - Per 30 Days or fraction of	\$50.00	\$78.00
122	DSC - Engineering	Overweight Load (on specified route) - Per 30 Days or fraction of	\$75.00	\$117.00
123	DSC - Engineering	Superload - Per Trip	\$75.00	\$117.00
124				

## **Appendix D: Fee Survey**

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Planning Fee Comparison	Spokane	Spokane County	Spokane Valley	Vancouver, WA	Tacoma
Final Short Plat Filing Fee (without engineering review)	\$1,820.00	\$2,222.16	\$1,406.00	\$6,272.00	\$3,500.00
Boundary Line Adjustment - Filing Fee	\$350.00	N/A	\$270.00	N/A	N/A
Shoreline Conditional Use Fee	\$1,860.00	\$4,197.43	\$1,731.00	\$1,798.00	\$6,240.00
Residential Short Term Rental Permit	\$200.00	N/A	N/A	Business License	Business License
Non-Res Short Term Rental Permit	\$300.00	N/A	N/A	Business License	Business License

Planning Fee Comparison	Spokane	Seattle	Boise	Post Falls
Final Short Plat Filing Fee Without Engineering Review	\$1,820.00	\$4,930.00	\$315.00	\$600.00
Boundary Line Adjustment Filing Fee	\$350.00	\$394.00	\$242.55	N/A
Shoreline Conditional Use Fee	\$1,860.00	\$4,930.00	\$1,370.25	\$750.00
Residential Short Term Rental Permit	\$200.00	\$110.00	\$81.50	\$81.50
Non-Res Short Term Rental Permit	\$300.00	\$110.00	\$81.50	\$81.50

Building Fee Comparison	Valuation	Spokane	Spokane County	Spokane Valley	Vancouver, WA	Tacoma
New Large Commercial Building	\$ 63,309,560	\$ 191,901	N/A	\$ 201,884	\$ 258,285	\$ 541,771
Including Review Fee		\$ 316,636	N/A	\$ 333,108	\$ 426,171	\$ 893,923
New Commercial Building	\$ 5,370,000	\$ 18,082	N/A	\$ 19,374	\$ 24,789	\$ 49,285
Including Review Fee		\$ 29,835	N/A	\$ 31,968	\$ 40,901	\$ 81,320
New Commercial Building	\$ 1,654,943	\$ 6,937	N/A	\$ 7,672	\$ 9,817	\$ 17,707
Including Review Fee		\$ 11,446	N/A	\$ 12,659	\$ 16,198	\$ 29,217
New Residential Building	\$ 625,771	\$ 3,475	N/A	\$ 3,831	\$ 4,900	\$ 8,408
Including Review Fee		\$ 4,344	N/A	\$ 5,364	\$ 8,085	\$ 12,191
New Residential Building	\$ 368,642	\$ 2,315	N/A	\$ 2,498	\$ 3,194	\$ 5,652
Including Review Fee		\$ 2,894	N/A	\$ 3,497	\$ 5,269	\$ 8,196
Residential Building Addition	\$ 71,846	\$ 840	N/A	\$ 797	\$ 1,107	\$ 1,738
Including Review Fee		\$ 1,051	N/A	\$ 1,115	\$ 1,827	\$ 2,520

Building Fee Comparison	Spokane	Seattle	Boise	Post Falls
New Large Commercial Building	\$ 191,901	\$ 190,831	\$ 327,707	\$ 201,884
Including Review Fee	\$ 316,636	\$ 381,662	\$ 540,716	\$ 333,108
New Commercial Building	\$ 18,082	\$ 23,667	\$ 28,159	\$ 19,374
Including Review Fee	\$ 29,835	\$ 47,334	\$ 46,462	\$ 31,968
New Commercial Building	\$ 6,937	\$ 9,168	\$ 8,952	\$ 7,672
Including Review Fee	\$ 11,446	\$ 18,336	\$ 14,771	\$ 12,659
New Residential Building	\$ 3,475	\$ 4,186	\$ 3,631	\$ 3,831
Including Review Fee	\$ 4,344	\$ 8,372	\$ 4,358	\$ 4,789
New Residential Building	\$ 2,315	\$ 2,867	\$ 2,302	\$ 2,498
Including Review Fee	\$ 2,894	\$ 5,735	\$ 2,762	\$ 3,123
Residential Building Addition	\$ 840	\$ 882	\$ 734	\$ 797
Including Review Fee	\$ 1,051	\$ 1,764	\$ 881	\$ 996

Additional Fee Comparison	Spokane	Spokane County	Spokane Valley	Vancouver, WA	Tacoma
Technology Surcharge	0.00%	0.00%	0.00%	0.00%	5.00%
Credit Card Transaction Fees	0.00%	0.00%	2.50%	0.00%	0.00%
Processing Fee	\$25.00	\$68.00	\$66.00	\$31.00	Included in Base

Additional Fee Comparison	Spokane	Seattle	Boise	Post Falls
Technology Surcharge	0.00%	5.00%	0.00%	0.00%
Credit Card Transaction Fees	0.00%	0.00%	0.00%	0.00%
Processing Fee	\$25.00	Included in Base	\$35.00	\$35.00

## **Appendix E: Technology Surcharge**

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**To:** Tami Palmquist, Director of Development Services Center

**Date:** 08/22/2024

**From:** Shivani Lal, Project Manager  
Evan Coughlan, and Devin Tryon, Sr. Analysts

**CC:** Angie Sanchez, Principal

**RE** Technology Surcharge Memorandum

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## Introduction

In 2023, the City of Spokane engaged FCS GROUP to conduct a comprehensive study on development service fees. The study included an in-depth analysis of the concept of a technology surcharge, a review of best practices from other organizations, and projections of potential revenues that various technology surcharge thresholds could generate for the City.

This memorandum summarizes FCS GROUP's understanding of the concept of a Technology Surcharge, as well as our research on other jurisdictions and revenue estimates pertain to the City's potential decision to subsidize technology-adjacent costs through the establishment of a technology surcharge.

## Concept of a Technology Surcharge

A technology surcharge is typically collected by cities as a percentage of a permit fee within the city's development fee schedule. The purpose of this surcharge is to provide the necessary funds to maintain the technology-dependent service levels required by a city's community development department. This surcharge helps ensure the sustainability and efficiency of various technological services crucial to city operations.

Examples of services supported by the technology surcharge include the provision of an online permit portal for customers, which allows for convenient submission and tracking of permit applications, and the management of permit workflows and fee payments, which streamlines administrative processes and improves service delivery. These technological solutions are vital for maintaining transparency, accessibility, and efficiency in handling development permits.

When establishing a technology surcharge, cities typically consider two main cost centers: the ongoing annual maintenance and licensing expenses of the technology used, and the eventual replacement of technology systems. Ongoing maintenance and licensing costs cover regular updates, technical support, and security enhancements necessary to keep the systems operational and secure. The eventual replacement costs account for the need to upgrade or replace technology systems as they become outdated or reach the end of their useful life.

Annual revenues generated from the technology surcharge, after covering maintenance costs, are allocated into a reserve fund specifically designated for future capital replacement expenses. This ensures that when the technology systems need to be replaced, the funds are readily available, preventing any disruption in service levels. The reserve fund is strictly used for replacing technology essential to maintaining the desired service standards set by the city's community development department.

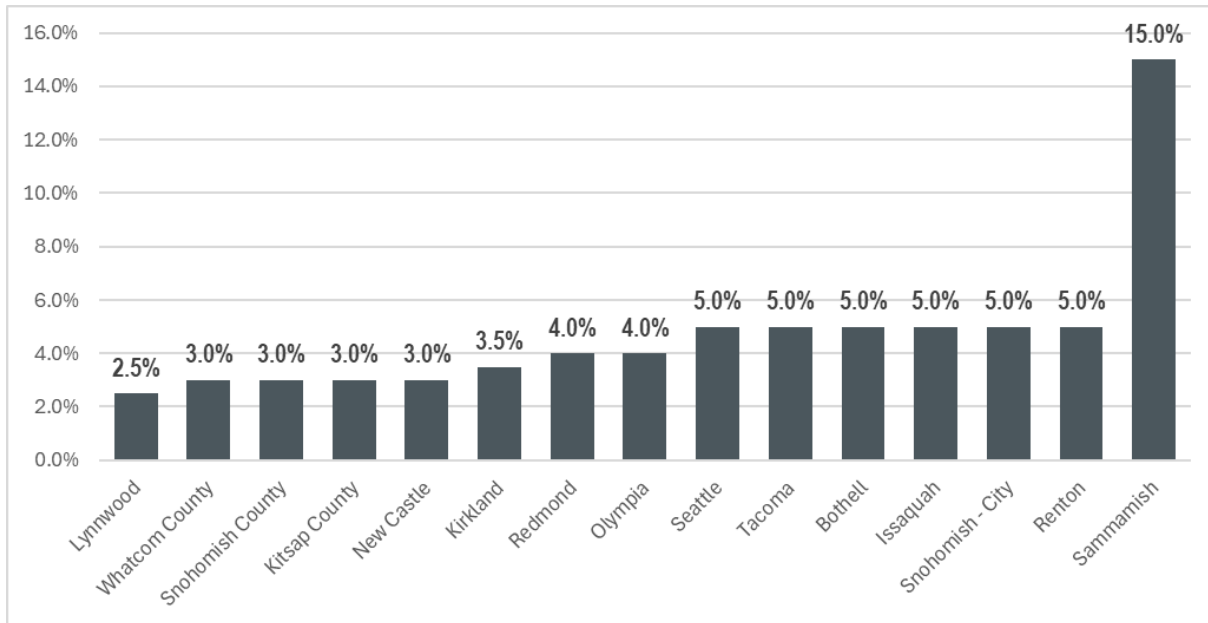
Regular monitoring of the reserve fund and the technology surcharge is crucial to ensure that the funds are being used appropriately and that the surcharge rate remains sufficient to cover both current and future technology costs. This proactive financial management helps cities avoid budget shortfalls and ensures continuous improvement and adaptation of technological services to meet evolving needs.

## Practices of Other Organizations

In conducting its research, FCS GROUP surveyed the technology surcharge practices across fifteen local jurisdictions. The findings revealed a notable variance in surcharge rates, ranging from a minimum of 2.5 percent to a maximum of 15.0 percent. Among these rates, the most frequently observed percentages were 3.0 percent and 5.0 percent. For further details and a comprehensive breakdown of the surveyed data, please refer to **Exhibit 1** below.



**Exhibit 1: Technology Surcharge Interjurisdictional Survey**



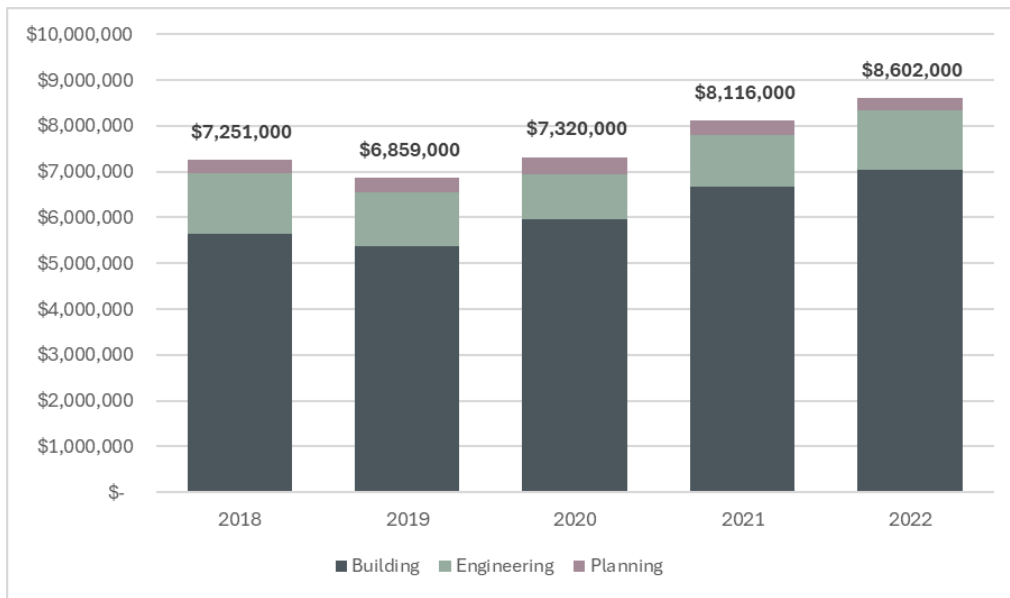
Depending on the technology costs and policy decisions made by the surveyed jurisdictions, the reserves established by this surcharge may serve different purposes. In some cases, these reserves are sufficient to fully fund the replacement of outdated technology systems, ensuring a seamless transition and continuous service provision. In other instances, the reserves may be used to subsidize the fiscal impact of technology replacement, reducing the financial burden on the city's general budget. This approach allows jurisdictions to strategically manage their financial resources while maintaining the necessary technological infrastructure to support their community development activities.

## Projected Revenue from Technology Surcharge

Development permit fees include charges collected in relation to Building, Engineering, and Planning for the review and inspection of new developments and the redevelopment of existing infrastructure. These fees apply to a wide range of projects, from the construction of new homes and office buildings to the renovation and improvement of existing structures, such as installing a new roof or upgrading electrical systems. These fees ensure that all construction activities comply with local building codes, safety standards, and zoning regulations, thereby promoting safe and sustainable development within the community.

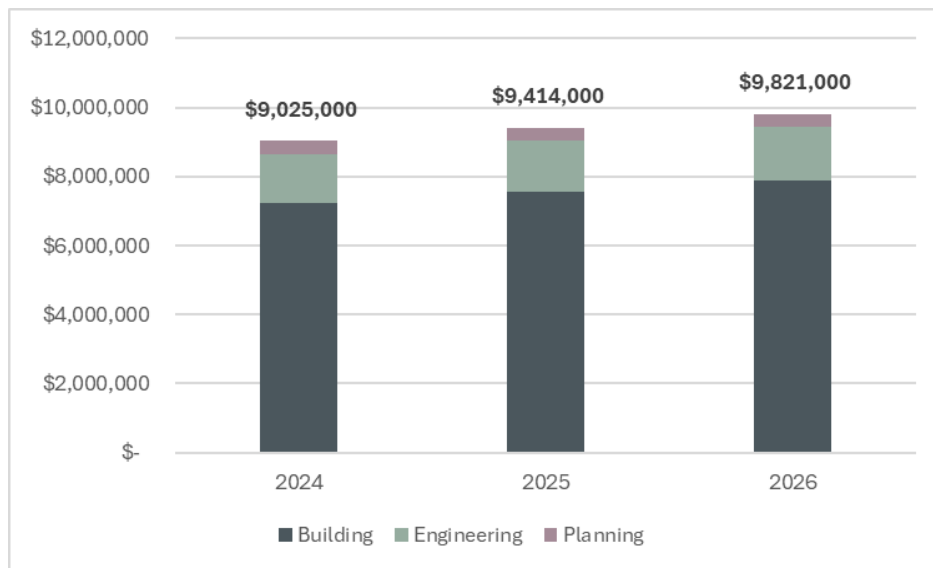
Based on historical permit data provided by the City, development fees have shown significant variation over recent years. In 2018, the total fees collected amounted to \$7.2 million, while in 2022, this figure increased to \$8.6 million. This fluctuation reflects changes in development activity, economic conditions, and possibly adjustments in fee schedules over the years. For a detailed breakdown of these figures and their implications, please refer to **Exhibit 2**.

**Exhibit 2: Historical Permit Fee Revenues**



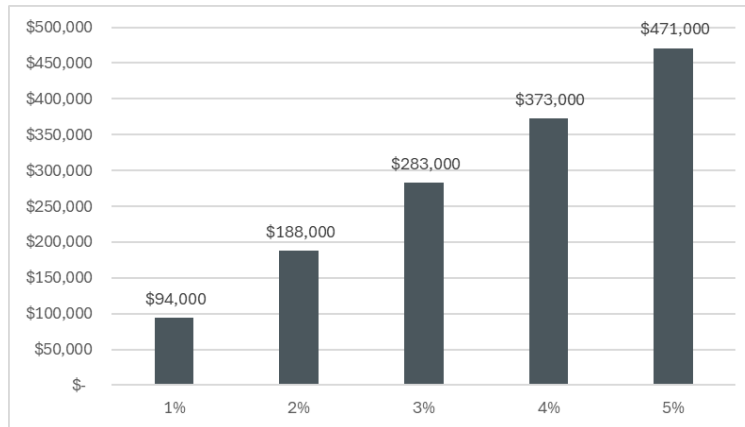
Based on the analysis completed during the City’s on-going engagement with FCS GROUP, **Exhibit 3** below shows the forecasted future permit fee revenues should the city implement recommendations provided regarding permit fee revenues. These forecasted revenues are used as the basis for the average expected revenue should the city wish to establish a technology surcharge at differing levels.

**Exhibit 3: Forecasted Permit Fee Revenues – After Adjustments**



Using the forecasted revenue from FCS GROUP’s active Development Fee Study with the City as shown above in **Exhibit 3**, the City can expect approximately \$94,000 on average in revenue from each additional percent of a technology surcharge during the 2024-2026 forecast period.

**Exhibit 4: Technology Surcharge Revenue at different levels.**



Most typically, as seen in the interjurisdictional survey above, these surcharges are set between the range of 3 percent to 5 percent on average. The City could expect about \$283,000 on average for a 3 percent surcharge over the period of 2024 to 2026 and \$471,000 on average for a 5 percent surcharge respectively, as shown in **Exhibit 4** above.

## Estimated Costs of Replacement

The City recently evaluated alternative information technology systems to manage the Development Services Center’s permitting processes and fee collection from applicants. The current permitting system, Accela, is being phased out. From the competitive request for proposal process, the City had selected three finalists: Davenport Group, MaintStar, and Tyler Technologies. The cost estimates from these three finalists for the replacement are detailed in **Exhibit 5** below. Ultimately the City chose to award the contract to the Davenport Group.

**Exhibit 5: RFP Permitting System Cost Estimates Provided By The City**

RFP Option	Implementation Costs	Year 1 O&M	Year 2 O&M	Year 3 O&M	Year 4 O&M	Year 5 O&M	TOTAL
<b>Davenport Group</b>	\$879,500	\$160,000	\$166,400	\$173,056	\$179,978	\$187,177	<b>\$1,746,111</b>
<b>MaintStar</b>	\$82,100	\$264,000	\$243,500	\$253,500	\$266,200	\$279,550	<b>\$1,388,850</b>
<b>Tyler Technology</b>	\$744,500	\$680,564	\$680,564	\$680,564	\$680,564	\$680,564	<b>\$4,147,320</b>

## Summary

The City is currently in the process of gathering information regarding technology surcharges used at other jurisdictions along with evaluating the costs associated with implementing new information technology systems. This information will be used to guide the policy decision on implementing a technology surcharge, including determining the appropriate rate to charge. If a technology surcharge is established, it is important to frequently monitor the revenue received and the level of reserves accumulated to ensure there is adequate funding to achieve the City’s policy goals associated with the surcharge.

Due to the cyclical nature of Community Development revenues and the policies established regarding recoverable costs, it is important to note that a technology surcharge and its resulting reserves may not always be fully adequate to cover the cost basis for maintaining the City’s desired level of service from technology investments. Depending on the maintenance and replacement costs associated with the City’s RFP decisions, as seen in **Exhibit 5**, the City may choose to have the technology surcharge fully cover the costs of providing technology services, or partially cover the costs with the remainder subsidized from other sources.

## **Appendix F: Stakeholder Interviews (Exigy)**

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702 Spring Street, #W812  
Seattle, WA 98104  
(360) 975-9466

## **FCS Group/City of Spokane Development Services Fee Study**

### **Stakeholder Interview Report**

#### **Executive Summary**

EXIGY Consulting conducted eight stakeholder interviews during March-April 2024 as part of the City of Spokane's Development Services Fee Study by FCS Group. The eight stakeholders were comprised of builders, developers, and professional services providers such as planners and architects representing single family residential, middle housing, multi-family residential, mixed use, and commercial development types.

Some principal impressions and themes from the interviews included:

- All stakeholders indicated the City of Spokane's building and planning fees are competitive locally (Spokane County, City of Spokane Valley, Northern Idaho, Tri-Cities area) and are significantly lower than other comparable and larger regional metros (Seattle, Portland, Boise, Phoenix) where they indicated having experience
- All stakeholders brought up the City's recent increase in General Facilities Charges as a negative because of the abrupt and substantial nature of the increase in fees; stakeholders recognized the fee increases were justified and likely long overdue, however they felt these should have been socialized and implemented over a longer period of time so as to allow for better adjustment to the financial impacts, and also cautioned the City should consider the cumulative impacts of all development-related entitlement fees and charges on the costs of housing
- All stakeholders stated a high level of satisfaction working with DSC personnel; where frustrations were expressed by stakeholders concerning customer service these were directed at review process structures/procedures and how these functions are divided between building and planning (DSC), and engineering and utilities (public works), with some stakeholders perceiving a disconnection between the different departments' approaches to the same case/project
- The customer user experience with the City's building and development technology is positive for residential developers, however commercial

- developers expressed frustrations with the lack of technical functionality compared to other similarly sized and larger jurisdictions/markets where they develop commercial projects, in particular fully electronic submittals
- Stakeholders were divided on how the City should recover the cost of technology, with four saying it should be included in the base fee, three saying it should be assessed through a separate charge, and one stating no preference; none of the stakeholders were enthusiastic about any increases in fees, however there was recognition expressed that fee increases were likely justified and overdue; All stakeholders stated the City needs to present its value proposition clearly and directly to justify fee increases

Areas of improvement/best practice implementation based on stakeholder interview feedback:

- Work to improve case management approach, especially integration of development engineering and utilities department reviews
  - Ensure first round of comments are comprehensive and consolidated
  - Ensure subsequent comment rounds are consistent with prior reviews
- Holistic policy implementation approach to assure all related functions and departments are aligned with broad policy goals and objectives
  - Middle housing initiatives (zoning code changes incentivize development, but engineering and utilities policies impede ability for projects to attain scale economies)
  - Use case studies and benchmarking to assess impact of proposed increases in fees and charges to overall project (residential, commercial)
- Review fees and charges on regular intervals to keep pace with rising costs and needed investments in resources, technology, and infrastructure as well as to smooth the impact of cost increases over time

## Background and Approach

In October 2023, the City of Spokane contracted with FCS Group of Redmond, WA to conduct a periodic fee study of the City's Development Services functional area, encompassing building, current planning, and development engineering. Part of the scope of work included a task comprised of conducting interviews with Development Services stakeholders. EXIGY Consulting was contracted by FCS Group to work directly with the City of Spokane to develop a scope and plan for this task and to conduct the interviews.

EXIGY worked with Development Services representatives to identify objectives of the stakeholder interview task, develop interview questions to guide discussion with stakeholders, and identify appropriate stakeholders to accomplish the objectives. The main objectives identified were:

- Determine interviewee's baseline level of engagement and satisfaction with Development Services processes and fees
- Solicit feedback from interviewee regarding potential changes to fee structure and how these would be received
- Discuss technology investments and how best to pay for them

EXIGY and FCS Group developed the following interview questions/discussion guide with City staff:

### Orienting Participants

The City has contracted with FCS Group to assist in its periodic review of the development fee schedule and related processes and is seeking your input as a stakeholder. The information you offer will provide valuable insights into customer satisfaction, identify areas for improvement, and help the City make informed decisions about future fee structure and process changes. All information will be reported to the City in aggregate with no direct attribution to any specific participant in the interviews.

### Baseline/current state assessment

How satisfied are you with the current permitting processes and fees charged by the City of Spokane?

What aspects of the current fee system and permitting processes do you find either beneficial, challenging, or unclear?

Are there projects or situations where you feel the current fee structure and permitting processes are burdensome or unfair?

What unintended consequences or challenges arising from the current fee structure and permitting processes have you observed that the City may not be aware of?

Recent code changes provide for greater residential development density in some zones of the City. Have these changes prompted you to engage in new or different development activity than previously? What impact have the City's fees had on those decisions?

#### Scoping potential changes to fee structure

How do the City's permit fees and processes compare to those in neighboring jurisdictions or similar cities? What areas do you see for improvement or adjustment?

How satisfied are you with how transparently permit fees are calculated and allocated? What if any improvements would you suggest?

What factors should be considered when determining building permit fees? (e.g., project size, complexity, type)

Are there alternative fee structures, models, or processes used in other jurisdictions you feel could be beneficial if adopted by the City of Spokane?

Are there any additional services or features you would like to see included in the current fee structure? (i.e. ~ expedited or priority plan review)

#### Technology fee

How important is it for the City to invest in upgrading its technology to enhance permitting process efficiency?

Would you prefer the associated costs be covered by an increase in the current permit fees or through a separate surcharge/technology fee to pay for associated hardware and software systems?

If a separate fee were introduced, would you prefer it to be: (1) a flat fee, (2) a fee varying based on permit type or complexity, or (3) a percentage surcharge across all permit types assessed on the base fees for individual permit types?

#### Conclusion

Are there any other comments you would like to add?



As this project proceeds, would you be willing to be contacted by the City for follow-up questions and additional information?

Development Services staff sought to obtain perspectives of stakeholders representing a variety of development types and activities in the City of Spokane. These included builders, developers, general contractors, and professional services providers/applicant representatives engaged in building and land development types such as: custom home building, production home building/single family subdivisions, middle housing (attached single family/townhomes), multi family residential (apartments and mixed use), commercial, and light industrial. The following stakeholders agreed to participate and were generous with both their time and perspectives:

Drew Kleman, Press Architecture

Vadim Smelik, Kodiak General

Randy Palazzo, Urban Empire Homes

Brent Parrish, Lennar Homes

Andrew Zinniger, Lennar Homes

Chris Olson, Olson Projects Architects

Evan Verduin, Trek Architecture

Jordan Tampien, JORDAN@4DEGREES.COM

Jim Frank, Greenstone Homes

The City of Spokane Development Services, FCS Group, and EXIGY Consulting express appreciation for the insights offered by these stakeholders. Each stakeholder indicated continuing interest in this process, offering to be available for follow up and further involvement.

### **Level of Satisfaction with Permitting Processes and Fees**

Stakeholders indicated comparative jurisdictional experience with development activity in: Boise, ID; Phoenix, AZ; Denver, CO; Portland, OR; Seattle, WA; throughout Montana; Spokane area (Spokane Valley, WA; Spokane County, WA; Northern Idaho). One national single-family homebuilder also participated.

*Stakeholder Commentary Specific to Processes:*

Processes are generally viewed as fair and comparatively/commendably fast with few exceptions (occasional project with added complexity or relatively rare human error/oversight in the review/approvals process). Stakeholders acknowledged turnaround times are increasing (mostly for labor turnover/retention reasons and unfilled positions) but still comparatively better (one cited turnaround used to be 5 weeks and has increased to 6-8 weeks).

With respect to the process for commercial development, stakeholders would like to see similar process efficiency improvements as exist for residential projects, primarily in terms of fully electronic plan submission rather than waiting for the City to send an FTP link. Interviewees pointed out hurdles and unclear communication of expectations, especially with respect to completeness determinations where there is a perception of differing acceptance criteria across reviewers. One interviewee indicated the different reviewers at the City have different “top ten reasons submittals are not accepted for review,” but that these reasons are not consistent across the group of reviewers. It was also noted that the City’s systems for payment of review fees for commercial projects require the applicant or their representative to notify the City when fees have been paid and review may commence. This has created delays when, for example, an applicant paid the fees directly and did not notify their representative (architect or consultant) of payment and the initiation of review was delayed.

Interviewees expressed perspectives on the practice of holding predevelopment meetings. Most found these meetings to be helpful in establishing expectations and gaining greater clarity and certainty with respect to the review process and expectations. Stakeholders shared:

*“The pre-development meeting is a great process, and communication with the City is good as an application moves from intake through the review process. Sometimes there are fights over code flexibility with projects involving older building types. City staff are really helpful. I’ve been involved in lots of processes with the City from comp plan changes to other land use and development applications and am very happy with how things work at Spokane.”*

*“Preapplication conferences with the City of Spokane are beneficial compared to other jurisdictions – a step above. These are helpful to preemptively ask specific building and land use questions. Staff have been great to work with and are very helpful: it is clear they want to see projects be successful.”*

Most stated finding information on fees was clear and simple, and the materials provided at predevelopment meetings were easy to understand. A small number of interviewees expressed frustrations with finding utilities connection fees, stating all

related fees for a project should be presented in a single location. For its part the City is continually working on improving and refining pre-development processes, looking to improve the level of service and responsiveness, the quality of the review comments, and meeting customers where they are at with respect to the individual customer's levels of experience and sophistication with development processes. FCS Group is producing a fee schedule as part of this project that will enable all development related fees to reside in a single location.

With respect to review comments, stakeholders expressed some concerns. One interviewee stated that the content of the review comments on similar types of projects are inconsistent from project to project. Multiple stakeholders stated plan check comments are not comprehensive and that new issues are raised on successive rounds, resulting in delays of ten business days each time. They feel minor issues should be resolved without resetting the ten-day clock, and that in some cases applicants are being asked for items already submitted during the short plat process. They feel lack of development engineering consistency and support is what's not working in the process. Another stated that the conflict between departments is evident in the process as issues arise in the third and fourth rounds of comments.

Conflicts and lack of coordination between departments arises on occasion, and most recently with the implementation of new zoning codes related to middle housing initiatives. While planning and zoning policies were changed to align with the middle housing initiative and the related code changes were enthusiastically welcomed by stakeholders (roughly half of whom shifted development activity into this development type), other related functional areas to the review process are not aligned. Stakeholders offered examples of middle housing projects where development standards applied by engineering, utilities, streets, forestry, and fire are limiting with respect to the ability of such projects to gain adequate economies of scale. An example cited by one interviewee was how planning eliminated parking minimums, but engineering then required alley improvements.

Interviewees suggested the City undertake a more comprehensive review of development standards and policies for middle housing to identify where these may be at cross purposes impeding the effectiveness of the City's middle housing planning and zoning policies to deliver intended outcomes. Interviewees further suggested the City study the cumulative impact of all fees required to deliver a project and the impact on housing affordability goals. One interviewee cited difficulties with the lot subdivision process for development of attached single family dwellings, adding this will result in creation of more rental units rather than home ownership.

The national production homebuilder interviewed offered some comments on their experience in Spokane and observations of best practices in other areas where they do business. They are new to the Spokane market and have hundreds of home sites across

multiple projects in some stage of review or construction. They state with their large volumes they sense they are overloading the City at times. They offered that, while fees should be competitive and reasonable, they are much more interested in reducing the time to get from beginning to end on a project, especially in a market with a short building season. They suggested the following practices based on their experiences in other markets:

- Express plan review – in Southern Nevada they pay a premium to get a one-week review time
- Ability to submit building plans for review prior to final plat recording – their goal is begin foundation work upon recording and eliminate the delay between recording and building permit issuance
- Suggested City consider self-certification programs practiced in jurisdictions in Arizona and Southern Nevada
- For production developments using a fixed set of plans with little variation minimize the amount of review required/reduce or eliminate repetitive review of same plans
- Consider long term maintenance impacts, for example with respect to where water and sewer stubs are placed and the placement of street trees

The City has indicated its intent to add engineering personnel to relieve process bottlenecks and other under-resourced areas of development review. Implementation and ongoing management of new and additional initiatives to reduce the time to provide development review and approval will require additional City staff in all disciplines. Development stakeholders recognize these investments will increase operational costs but can be justified on the basis of increased levels of service, better responsiveness, and improved turnaround times on development review ultimately providing a time and therefore cost savings to development stakeholders.

*Stakeholder Commentary Specific to Fees:*

Stakeholders understand that fees must cover costs of the development services department and that fees are rising everywhere as costs rise. The City of Spokane's fees are viewed as fair and comparatively lower cost than other jurisdictions, and particularly Western Washington jurisdictions by roughly 15% to 20% according to one stakeholder.

Nearly all stakeholders were satisfied with the way fees are calculated, fee transparency, and how to locate fees. All suggested development of a fee estimating tool that comprehensively considers project fees, including all impact fees and utilities connection charges, that can reside in a single, easy to locate online location.

The recently increased General Facilities Charges (GFCs) were frequently mentioned by stakeholders. They acknowledged that GFCs had not increased for a long period of time even as infrastructure costs over the same period rose substantially. One stakeholder mentioned policies focused on keeping GFCs low in the downtown area and other areas of the City where systems are already developed to incentivize development within the City and to minimize sprawl.

Commenting generally on fee increases (GFCs or otherwise), stakeholders encouraged the City to provide as much advance notice of fee increases as possible and to be particularly clear on the specific amounts of the increases and when they become effective. This helps to avoid financial “surprises”/unanticipatedly high costs that can jeopardize projects. Stakeholders asked for the City to develop estimation tools to use when budgeting for projects as this aids in decision making without having to repeatedly query the City, and to look for ways to clearly present all development related fee information in one location. Stakeholders likewise ask that expected fees/charges be communicated at preapplication conferences wherever possible rather than at a later, uncertain date.

One stakeholder commented on how some utilities connection fees impeded the ability of middle housing projects to attain scale and result in better housing affordability. They stated that water connection fees seem high relative to the pipe diameter versus the unit count yield, giving an example of a four-plex versus a 24-unit apartment building.

Stakeholders expressed a high level of satisfaction with the structure of Spokane’s fee schedule relative to other jurisdictions. In terms of factors to consider when determining building permit fees, stakeholders offered the following responses:

- How often inspectors have to be on the job
- The level of effort on the part of the City to intake an application (time and cost for the City to perform completeness determination, respond to questions, etc.)
- Project size, complexity and type – scale based on ERUs (equivalent residential units); water and sewer fees need to be changed as smaller projects are lumped in with much larger building types
- Building/project valuation; IBC building valuation tables
- Fee needs to reflect the level of work to adjudicate permit, but at the same time the City needs to work to reduce costs by simplifying processes and becoming more efficient
- Square footage/building size, number of units – more units in a smaller area should receive a discount for higher density (scalability of an efficiency unit versus single family home)

Nearly all stakeholders expressed an interest in a priority plan review/expedited review service offering being added to the City’s fee schedule. In addition to concerns for

equity, some indicated if everyone opts for expedited service the City wouldn't have the capacity to respond to the volume. Two interviewees suggested the option to pay for a third-party plan review instead (a service the City of Coeur d'Alene offers) or alternatively to pay for City staff overtime for expedited review. One stakeholder was opposed to fee for expedited service indicating better process efficiencies should be found instead.

*Stakeholder Commentary Regarding Technology and Related Costs:*

Stakeholders expressed broad support for improvements in technology and passing along the costs, offering the following caveats and suggestions:

- The City must make the clear business case for technology investments and expected improvements/results to development stakeholders
- The technology selected should enable more efficient processes, information accessibility, and applicant self-service
- Maintain human interaction, availability, and level of service
- Ensure technology doesn't place additional burden on applicant
- Use a system such as Bluebeam to digitize plan review comments
- Ensure fee payments are fully integrated for all project types
- See Shoreline WA, Kirkland WA, Mill Creek WA, and Gresham OR as examples of using tech where information submittal, following progress, and communicating comments are easy
- Improve document management and delivery; unlock PDF document of approved plans so applicant can parcel out pages to different contractors

When asked if technology investments should be paid for by an increase in the base fee or through a separate charge, the group of stakeholders were evenly split. The rationale behind support for an increase in the base fee is that technology is simply a cost of the Development Services business and it is presumed that technology costs are likely to increase over time as are other costs of doing business. Those advocating a separate charge preferred the transparency that approach affords.

When asked to assume a separate charge or fee to cover technology would be introduced, and whether stakeholders preferred the charge or fee to be a flat fee, a variable fee (based on permit type or complexity), or a percentage surcharge, responses of stakeholders were:

- Three insisted it be included in the base fee rather than a separate charge and offered nothing further
- Three preferred a flat fee but wanted to see how that would look practically

- One preferred a percentage surcharge as it better reflects a distribution of the technology cost by project complexity and use of review resources
- One stated no preference

## Conclusion

In soliciting concluding comments, a couple of stakeholders offered the following:

*“I have heard some developers and other groups speak about Spokane building and permit process as challenging, but I haven’t seen that. I’ve seen the City step up, ask questions early on, and be helpful as a partner in the development process. The City may need to do outreach to groups that view the City as challenging to work with.”*

*“It’s great to work with the City of Spokane! I expect challenges with growth and scale. The department heads are helpful in getting involved to resolve issues. The City wants development and density and it shows in how they conduct business.”*

For its part the City’s Development Services Center is aware of the issues stakeholders have raised, recognizes their importance to stakeholders, and is affirmed in ongoing improvement efforts, especially the replacement of the permit system and related process improvements and enablements.

# **Appendix G: Economic Development Incentives (Exigy)**

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## **FCS Group/City of Spokane Development Services Fee Study**

### **Memorandum: Economic Development Incentives Review**

As part of the City of Spokane's Development Services Fee Study conducted by FCS Group, EXIGY Consulting was asked to review the City's regime of economic development incentives. This review was conducted through interviews with City staff and development stakeholders, and by reviewing information provided by the City on its economic development web pages.

The City currently utilizes a variety of economic development incentives. These take the form of land use policies, tax exemptions, and in some cases financial grants and incentives to attract development types which address the City's housing and employment goals. Existing programs include:

- Multi-Family Tax Exemption (or MFTE) – an affordable housing development incentive
- Parking 2 People – an incentive to convert underutilized parking lots into development of affordable housing units
- Historic Preservation – tax credits and grants to improve and preserve designated historic buildings
- Single-Family and Detached Accessory Dwelling Unit (or ADU) Tax Exemption – three-year property tax exemption on value of improvements
- New Market Tax Credits (or NMTC) – a federal program using tax credits as incentives for development in 34 distressed Census Tracts in the City
- Opportunity Zones – a federal program providing for preferential tax treatment of new development in economically-distressed areas; Spokane has 11 Census Tracts designated as Opportunity Zones
- Brownfields – a program using state and federal revolving loan funds to reclaim and redevelop sites formerly used for commercial and industrial activity which may be subject to pollution or contamination
- Clean Buildings Act – an energy utility administered, state-backed program providing energy management assistance to businesses
- IRS Small Business Tax Deduction for Fire Sprinklers – IRS code enabling the write-off of up-front costs to install or replace fire suppression systems up to \$1.04 million

- Spokane Foreign Trade Zone (or FTZ) – a federal program providing exemption from Customs entry procedures, duties, and federal excise taxes for storage, assembly, manufacturing and processing activities in Spokane’s three FTZs
- Spokane County’s Commercial Property Assessed Clean Energy + Resiliency (C-PACER) Program – a financing tool for certain commercial and multi-family property capital projects
- Community Housing and Human Services Department (CHHS) Incentives – Federal Housing and Urban Development programs such as Community Development Block Grants (CDBG) to provide basic housing and support services for vulnerable populations

In accordance with policies and initiatives related to affordable housing goals, the City has engaged in a variety of strategies to create incentives and reduce barriers for developers to build more affordable housing units. The City recently changed its zoning code to allow for middle housing development (single-family attached dwellings, townhomes) on existing single-family lots up to a medium level of density and reduced or eliminated on-site parking requirements subject to proximity to transit and other local factors.

The City used part of its allotment of American Rescue Plan Act (ARPA) funds to enhance its MFTE program by waiving fees (and using federal funds to reimburse the Development Services Center for the waived fees) for building, application review, and land use fees up to \$150,000 per project. Provided funding were available, the City would look to waive in part or whole General Facilities Charges (GFCs) for MFTE projects. The City also uses fee waivers periodically combined with other incentives like tax-increment financing and public development authority areas for certain development types. With respect to MFTE projects, existing systems don’t provide for easy discernment of qualifying affordable housing projects, making program administration challenging and inefficient.

Spokane has a technology hub designation related to aerospace manufacturing focused on building and development in the West Plains area of the City. This hub is a collaboration with Gonzaga University, who serves as the applicant representing the aerospace manufacturing consortium. The focus of the hub is to increase global competitiveness in the production of microplastic panels and related equipment, materials, technology, and workforce development. The City provides expedited plan review for any tenant improvement applications.

Development stakeholders offered constructive feedback on how incentives impact their investment decisions.

- Incentives such as MFTE and Parking 2 People combined with zoning code changes allowing for greater density are effective in generating additional affordable housing units
- Reducing process time (and therefore cost) is a critical area of concern to development stakeholders; providing a fee-based expedited review service along with continued investment in systems, technology, processes and personnel to improve efficiency and ease of transaction with City constitutes a significant development incentive; development stakeholders typically stated something approximating “time equals money plus interest”
- Middle housing initiatives prompting recent zoning code changes to increase single-family density was a welcomed change; stakeholders indicated a desire to see this taken further through review across functional areas (utilities and streets) to identify requirements that inhibit project scale and feasibility; review of off-street parking and alley improvement requirements was likewise suggested
- Stakeholders also recommended use of preapproved building plans for repetitive types of single family detached and attached construction to expedite review timelines

Regular consultation at the policy level should be given with respect to fee reductions, waivers, subsidies, and other discounts for building and development fees and charges as well as impact fees, General Facilities Charges, connection fees, and other jurisdictional costs added to projects. These should be reviewed through the lens of cumulative financial impact and benchmarked with comparable and neighboring jurisdictions. This is especially critical for specific development types identified as high priorities for the City: affordable housing, middle housing, targeted employment types and traded sectors, and intentional investment in geographic areas/disadvantaged Census Tracts.

We acknowledge the contributions of time, information, and perspective of City staff (Tami Palmquist, Amanda Beck, and Teri Stripes) as well as the development stakeholders who participated in interviews for the Development Services Fee Study.

## **Appendix H: Process Review & Best Practices (Exigy)**

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## **FCS Group/City of Spokane Development Services Fee Study**

### **Memorandum: Process Review and Best Practices**

As part of the City of Spokane's Development Services Fee Study conducted by FCS Group, EXIGY Consulting was asked to review the City's development review processes and make recommendations for improvement based on industry best practices. This review was conducted through interviews with City staff and development stakeholders and through application of consultants' expertise and experience having performed similar analyses in other jurisdictions in Washington.

As documented in the Stakeholder Interview Report, the City's Development Services Center and its staff are highly regarded for their responsive, helpful approach to customers. Spokane's DSC is viewed favorably to comparably-sized jurisdictions in other regions, with better service and responsiveness and much more economical fees and turnaround times for development review. Regionally the City is on par and competitive with neighboring jurisdictions in the Tri-Cities area, Spokane County, and Northern Idaho.

Interviews with development stakeholders and discussions with staff generated recommendations in the following four areas:

#### Predevelopment

- Predevelopment Meetings – provide applicants with as much complete information as is reasonably possible at predevelopment conferences, including an estimate of all fees and charges related to the anticipated development/project and preliminary estimates of the time required to review the anticipated application and render a decision
- Develop an online fee/cost estimating tool so prospective applicants preparing project budgets can estimate the cost of land use/development review fees, building and plan review fees, utilities connection charges, impact fees, system development charges, and general facilities charges

#### Development Review

- Improve case management approach, particularly coordination and integration of development review activities performed by the Engineering and Utilities Departments

- Ensure first round of development review comments are comprehensive and consolidated; institute quality controls to ensure subsequent rounds of development review comments are consistent with prior reviews (applicant responses to prior round comments are integrated; avoiding introducing new information requests or requirements; assure information requests are non-duplicative)

#### Policy initiative implementation

- Use a holistic approach to policy development and implementation, ensuring all related functions and departments are aligned with the broad policy goals and objectives (relevant policies and processes for planning, building, engineering, utilities, streets, fire, etc. affecting a policy are examined to reduce and/or eliminate conflicts)
- Holistically examine middle housing initiatives to resolve areas of conflict (recent zoning code changes to increase densities incentivize development, however engineering, utilities, and streets policies and requirements impede ability for projects to attain economies of scale)

#### Establishing and implementing fees and charges

- Use case studies and benchmarking to assess impact of proposed increases in fees and charges to overall project (residential, commercial); for example, consider fiscal impacts to typical residential and commercial development types, and benchmark against similar developments in comparable and neighboring jurisdictions
- Review fees and charges on regular intervals to keep pace with rising costs and needed investments in resources, technology, and infrastructure as well as to smooth the impact of cost increases over time

In discussions with DSC staff they indicated awareness of these areas of improvement, and noted many of the process improvements will be enabled by the new permitting system, while implementing other improvements will require additional staff resources and capacity.

## **Appendix I: Staffing Model (Exigy)**

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## FCS Group/City of Spokane Development Services Fee Study

### Technical Memorandum: Staffing Model

As part of the City of Spokane's Development Services Fee Study conducted by FCS Group, EXIGY Consulting was asked to review the City's staffing level for development review processes. To do this, a mathematical model was developed to estimate labor hour demand based on the City's Development Services Center (DSC) business volumes and compare this to available labor hours/staffing capacity based on 2023 staffing levels. The model is then used to derive recommendations for staffing levels.

#### Data Sources

Extract of 2013-2023 DSC permit activity by division

Estimated level of effort by permit type

Available staff labor hours (2023) by position compiled by FCS Group

#### Model Specification and Procedure

##### Calculating Labor Demand

1. Compile count of permits by type and division per year using a pivot table
2. Generate averages for most recent three years, five years, and for the entire data set
3. Multiply: average permit count by type (3-year, 5-year, data set), by estimated level of effort by type of permit to generate the gross hours by division for each permit type (Some permit types are only processed by a division/functional area a fraction of the time. In these cases a multiplicative constant is introduced. For example, for permit type "commercial building remodel" planning division typically reviews these 14% of the time and engineering division reviews these 8% of the time.)
4. Sum the gross hours by division for all permit types for the 3-year, 5-year, and full data set averages.

##### Calculating Labor Supply

1. Using the available staff labor hours (2023) by position compiled by FCS Group, classify each position by division/functional area (building, planning, engineering)



2. Derive the sum of available fee time hours by division. For sensitivity testing also derive the sum of total labor hours by division.

**Calculating Surplus/Deficit in Labor Supply**

1. Subtract average hours of labor demand by division from available fee time hours by division.
2. Show numerical surplus/deficit and derive percentage.

**Potential Sources of Error**

1. Variations in naming conventions – permit type referred to by varying wording in permitting system, level of effort/time study, and fee schedule
2. Time studies used in lieu of system-generated time tracking data due to limitations of City’s permit system; recency bias in deriving estimates of level of effort
3. Averaging - generalization and homogenization of level of effort required to process permit cases of a single permit type loses the perspective of complexity, range, and variability within that permit type
4. Duplicate entries – current permitting system records separate transaction entries for different activities against a unique permit case ID (plan review fees, impact fees, etc.); it is anticipated a new permitting system will have improved report production capabilities to easily extract management data
5. Estimates used to model available labor hours by division and possible misclassification of positions as available for fee time hours

**Results of Analysis**

	<b>PLAN</b>	<b>ENG</b>	<b>BLDG</b>
<b>Available Labor Hours (2023)</b>	<b>11066</b>	<b>13935</b>	<b>61925</b>
Avg Labor Demand 2021-2023	11896.56 -830.56 -8%	52955.73 -39020.73 -280%	144170.74 -82245.74 -133%
Avg Labor Demand 2019-2023	13008.85 -1942.85 -18%	70381.58 -56446.58 -405%	158966.24 -97041.24 -157%
Avg Labor Demand 2013-2023	12914.98 -1848.98 -17%	90578.60 -76643.60 -550%	169263.23 -107338.23 -173%

**Discussion**

The results of the data analysis point to deficiencies in staffing capacity/available labor hours in all divisions processing development review and building at the City of Spokane.

This validates and confirms information from interviews with City staff and development stakeholders. Because of potential sources of error in the data used in the model, the specific degree to which available labor hours should be increased to more closely approximate the demand signal is not completely clear. What is clear is that an increase is necessary and warranted, and is consistently evident over the 11-year set of data analyzed.

Constructing a model to rationalize the demand signal from development activity with available capacity at the City to adjudicate development applications is an achievement in and of itself. The predictive and analytical power of the model will improve substantially with the implementation of a new permitting system which affords more rigorous level of effort data collection and management reporting. While the efforts to construct the model and the results it yielded are insightful, feedback from staff and stakeholders strongly indicates the need for additional staff absent the model analysis.

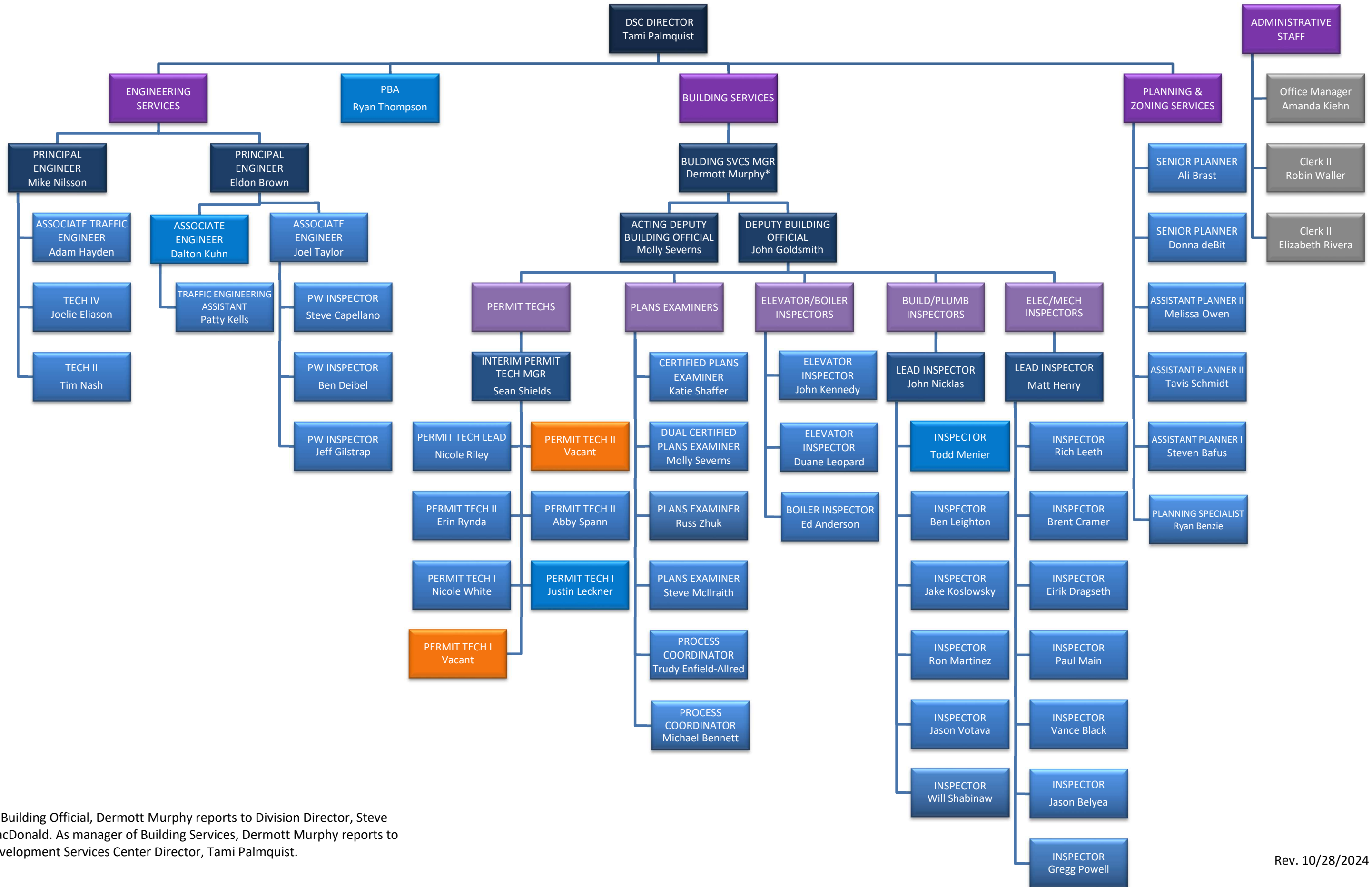
As cities develop, easier and less complex areas tend to develop first followed by more challenging areas and parcels later. The increasing challenges and complexities are primarily due to site constraints and characteristics not present on easier-to-develop parcels: steep slopes, environmentally sensitive areas like shorelines and wetlands, redevelopment to more intensive uses and related infrastructure gaps/capacity constraints with transportation and utilities, brownfields, etc. With respect to level of effort required to review and process development permit applications, this means over time the need to increase available labor hour capacity can be expected to increase.

Depending on what time period is considered as the demand signal, the analytical results indicate the planning division needs approximately one to two additional positions, while the building and engineering divisions need to multiply in size entirely by a factor of more than five times in the case of the engineering division using 2013-2023 data.

**Appendix J: City of Spokane Organizational Chart (DSC 2024)**

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# Development Services Center October 2024

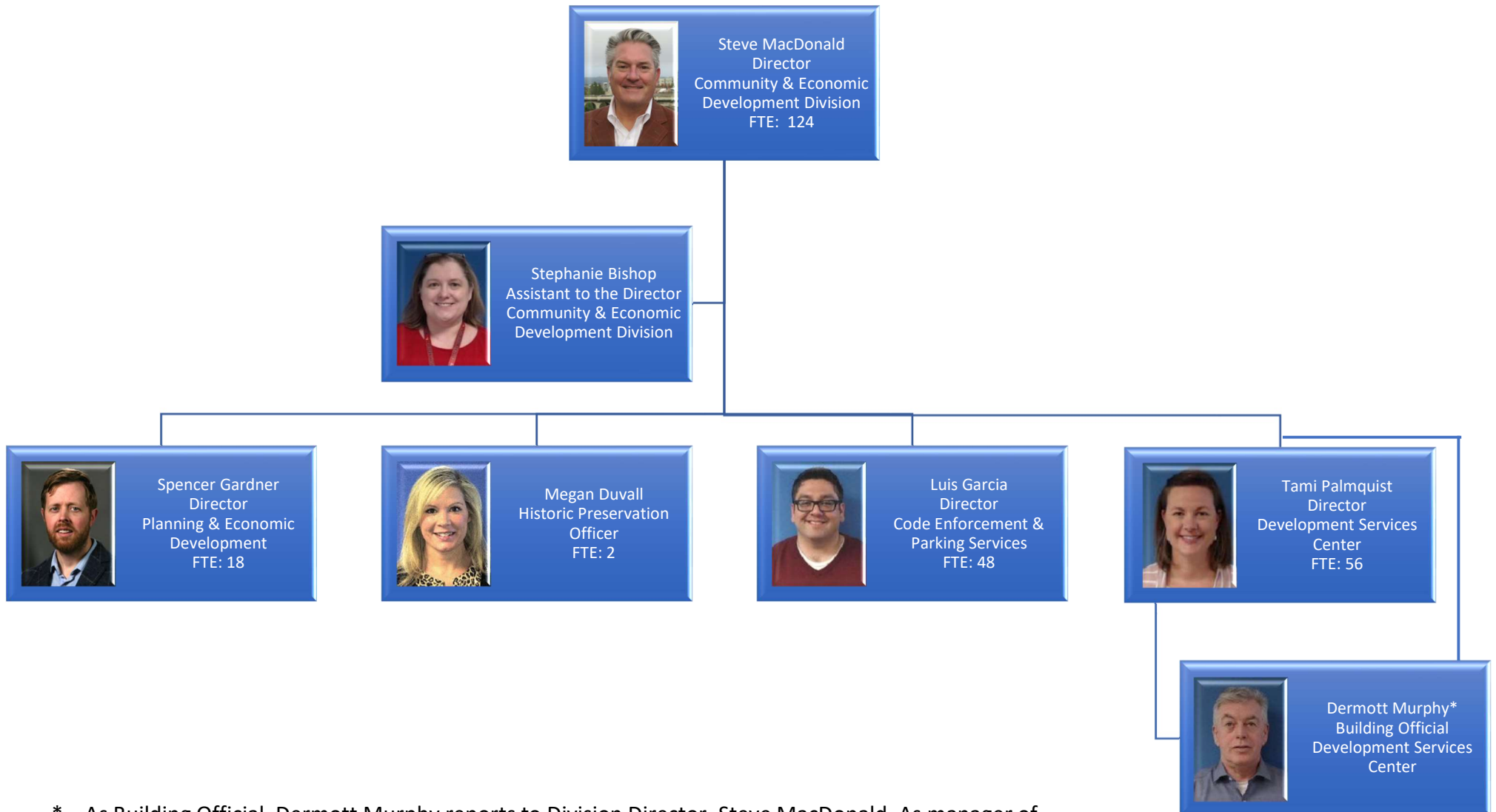


\* As Building Official, Dermott Murphy reports to Division Director, Steve MacDonald. As manager of Building Services, Dermott Murphy reports to Development Services Center Director, Tami Palmquist.

**Appendix K: City of Spokane Organizational Chart (CED 2024)**

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# COMMUNITY AND ECONOMIC DEVELOPMENT DIVISION



\* As Building Official, Dermott Murphy reports to Division Director, Steve MacDonald. As manager of Building Services, Dermott Murphy reports to Development Services Center Director, Tami Palmquist.

Section	Development Fee Schedule	Current (Adopted)
	<b><u>Blasting Licenses and Permits</u></b>	
DSC - Building	Blaster's License	\$25.00
DSC - Building	Blasting Permit	\$100.00
DSC - Building	Blasting Transportation Permit	\$65.00
	<b><u>Boiler License Fees</u></b>	
DSC - Building	Boiler Exam Fee	\$24.00
DSC - Building	Fireman Boiler License	\$24.00
DSC - Building	3rd Class Engineer	\$30.00
DSC - Building	2nd Class Engineer	\$36.00
DSC - Building	1st Class Engineer	\$48.00
DSC - Building	Boiler Inspector	No Charge
	<b><u>Gas Heating Mechanic Fees</u></b>	
DSC - Building	Gas Heating Mechanic Exam Fee	\$24.00
DSC - Building	Gas Heating Mechanic I	\$36.00
DSC - Building	Gas Heating Mechanic II	\$48.00
DSC - Building	Apprentice Heating Mechanic	\$24.00
DSC - Building	Oil Burner Servicer/Installer	\$36.00
DSC - Building	Oil, Gas I, or Gas II Inspector	No Charge
	<b><u>Boiler Installation Inspection Fees</u></b>	
DSC - Building	Low Pressure & Hot Water Boiler < 500,000 BTUs	\$150.00
DSC - Building	LP & HWB 500,000 to < 2,000,000 BTUs	\$250.00
DSC - Building	LP & HWB 2,000,000 BTUs and greater	\$400.00
DSC - Building	Power Boilers < 1,000,000 BTUs	\$400.00
DSC - Building	Power Boilers from 1,000,000 to < 5,000,000 BTUs	\$800.00
DSC - Building	Power Boilers 5,000,000 BTUs and greater - Base	\$800.00
DSC - Building	Power Boilers 5,000,000 BTUs and greater -Additional Charge per million BTUs	\$20.00
DSC - Building	Electric Boiler < 250 kw	\$200.00
DSC - Building	Unfired Pressure Vessel	\$80.00
	<b><u>Boiler Operating Permit &amp; Accessory Fees</u></b>	
DSC - Building	Boilers - Base Operating Permit Fee	\$80.00
DSC - Building	Boilers - per Vessel	\$100.00
DSC - Building	Hydrostatic Pressure Test	\$120.00
DSC - Building	Repair Inspections - Hourly	\$75.00
	<b><u>Building Permit Fees</u></b>	
DSC - Building	\$1 - \$2,000 Job Value Fee - Base	\$28.00
DSC - Building	\$2,001 - \$25,000 Job Value Fee - Base	\$73.00
DSC - Building	\$2,001 - \$25,000 Job Value Fee - Variable	\$13.00
DSC - Building	\$25,001 - \$50,000 Job Value Fee - Base	\$372.00
DSC - Building	\$25,001 - \$50,000 Job Value Fee - Variable	\$10.00
DSC - Building	\$50,001 - \$100,000 Job Value Fee - Base	\$622.00
DSC - Building	\$50,001 - \$100,000 Job Value Fee - Variable	\$7.00
DSC - Building	\$100,001 - \$500,000 Job Value Fee - Base	\$972.00
DSC - Building	\$100,001 - \$500,000 Job Value Fee - Variable	\$5.00
DSC - Building	\$500,001 - \$1,000,000 Job Value Fee - Base	\$2,972.00
DSC - Building	\$500,001 - \$1,000,000 Job Value Fee - Variable	\$4.00
DSC - Building	Over \$1,000,000 Job Value Fee - Base	\$4,972.00
DSC - Building	Over \$1,000,000 Job Value Fee - Variable	\$3.00
DSC - Building	Plan Review for Commercial & Multi-Family over 2 units	65% of job value fee
DSC - Building	Fast Track Plan Review Fee	125% of Building Fee
DSC - Building	Plan Review for New Single-Family Residences, Accessory Dwelling Units, & Duplexes	50% of Building Fee
DSC - Building	Plan Review for SFR & Duplex Accessory Structures & Additions	25% of Building Fee
DSC - Building	Revision Review Fee - Hourly	\$75 per hour
DSC - Building	Plan Review for SFR & Duplex Accessory Structure Remodels	25% of Building Fee
DSC - Building	Demolition of SFR, Duplex, or Accessory Structure	\$35.00
DSC - Building	Demolition of Other Structures - Per 1,000 Sq Ft - [MAXIMUM \$450]	\$35.00
DSC - Building	Fence Permit Fee	\$20.00
DSC - Building	10,000 cubic yards or less of Grading or Fill - Base	\$136.00
DSC - Building	10,000 cubic yards or more of Grading or Fill - Base	\$226.00
DSC - Building	10,000 cubic yards or more of Grading or Fill - Variable	\$45.00
DSC - Building	Plan Review for 1,000 cubic yards or less	\$20.00
DSC - Building	Plan Review for 1,001 - 100,000 cubic yards - Base	\$35.00
DSC - Building	Plan Review for each 10,000 cubic yards over 100,000 - Variable	\$17.00
DSC - Building	Wall, Projecting, and Incidental Sign Permit Fee - Per Sign	\$30.00
DSC - Building	Pole, Billboard, and Off-Premises Sign Permit Fee - Per Sign	\$75.00
DSC - Building	Sign Review Fee	\$50.00
DSC - Building	Factory Built Housing - Per Section	\$50.00
DSC - Building	Development Services Review Fee	\$50.00
DSC - Building	Manufactured (Mobile) Home - Per Section	\$50.00
DSC - Building	Development Services Review Fee	\$50.00
DSC - Building	Temporary Structures - 1st 180 days	\$100.00
DSC - Building	Temporary Structures - 2nd 180 days	\$500.00
DSC - Building	Development Services Review Fee	\$50.00
DSC - Building	Relocation Determination Fee	\$50.00
DSC - Building	Early Start and Fast Track Approval	25% Additional fee
DSC - Building	Temporary Certificate of Occupancy Issuance or Extension	\$250.00
DSC - Building	Swimming Pool Permit Fee (when accessory to SFR or Duplex)	\$75.00
DSC - Building	Swimming Pool Permit Fee (for all others)	\$100.00
DSC - Building	Development Services Review Fee	\$25.00
DSC - Building	Safety Inspection - Commercial Building - Per hour (2-hr minimum)	\$75.00
DSC - Building	Safety Inspection - SFR, Electrical Only	\$75.00
DSC - Building	Safety Inspection - SFR, 2 or more categories	\$100.00
DSC - Building	Safety Inspection - Duplex	\$175.00
DSC - Building	Safety Inspection - Multi-Family 3 to 6 units	\$250.00
DSC - Building	Safety Inspection - Multi-Family over 6 units - Base	\$250.00
DSC - Building	Safety Inspection - Multi-Family over 6 units - Variable	\$25.00
DSC - Building	Electrical Service Reconnect - Residence	\$25.00

Proposed Fee
\$55.00
\$275.00
\$65.00
\$110.00
\$55.00
\$55.00
\$55.00
\$55.00
\$55.00
\$110.00
\$55.00
\$55.00
\$55.00
\$55.00
\$55.00
\$175.00
\$300.00
\$450.00
\$450.00
\$850.00
\$850.00
\$25.00
\$250.00
\$95.00
\$98.00
\$35.00
\$145.00
\$114.00
\$73.00
\$73.00
\$13.00
\$372.00
\$10.00
\$622.00
\$7.00
\$972.00
\$5.00
\$2,972.00
\$4.00
\$4,972.00
\$3.00
65% of job value fee
125% of Building Fee
50% of Building Fee
25% of Building Fee
\$114.00
25% of Building Fee
\$45.00
\$45.00
\$20.00
\$145.00
\$145.00
\$30.00
\$75.00
\$190.00
\$10.00
\$47.00
\$117.00
\$135.00
\$75.00
\$135.00
\$75.00
\$135.00
\$250.00
\$550.00
\$135.00
\$75.00
25% Additional fee
\$520.00
\$95.00
\$215.00
\$25.00
\$114.00
\$95.00
\$190.00
\$245.00
\$315.00
\$315.00
\$35.00
\$50.00



DSC - Building	Electrical Service Reconnect - Commercial	\$50.00
DSC - Building	Recording Fee	What County Charges
DSC - Building	Expired Building Permit Renewal when No Inspections	100 percent
DSC - Building	Expired Building Permit Renewal when Foundation Approved	75 percent
DSC - Building	Expired Building Permit Renewal when All Rough-ins Approved	25 percent
DSC - Building	Expired Building Permit Renewal with Additional Work	Job Value Fee
DSC - Building	Expired Plumbing Permit Renewal when No Inspections	100 percent
DSC - Building	Expired Plumbing Permit Renewal when Top Outs Approved	25 percent
DSC - Building	Expired Mechanical Permit Renewal when No Inspections	100 percent
DSC - Building	Expired Mechanical Permit Renewal when Rough-Ins Approved	25 percent
DSC - Building	Expired Electrical Permit Renewal when No Inspections	100 percent
DSC - Building	Expired Electrical Permit Renewal when Rough-Ins/Service Approved	25 percent
<b>Electrical Permit Fees</b>		
DSC - Building	New Square Footage up to 5000 sq ft - Variable per 100 sq ft	\$4.00
DSC - Building	New Square Footage over 5,000 sq ft - Base	\$200.00
DSC - Building	New Square Footage over 5,000 sq ft - Variable per 100 sq. ft.	\$2.00
DSC - Building	Alterations/Wiring of Existing Space	\$5.00
DSC - Building	Light Standard	\$7.00
DSC - Building	Service, 1-200 Amps	\$40.00
DSC - Building	Service, 201-400 Amps	\$50.00
DSC - Building	Service, 401-600 Amps	\$60.00
DSC - Building	Service, 601-800 Amps	\$70.00
DSC - Building	Service, 801-1,000 Amps	\$80.00
DSC - Building	Service, Over 1,000 Amps - Base	\$80.00
DSC - Building	Service, Over 1,000 Amps - Variable	\$5.00
DSC - Building	Service, Over 600V, Surcharge	\$80.00
DSC - Building	Alarms, Telecommunications, and Control Circuits other low-voltage systems (per 2,500 sq. ft.)	\$10.00
DSC - Building	Temporary Service and Load Test	\$20.00
DSC - Building	Transformer - Base	\$30.00
DSC - Building	Transformer - Variable	\$10.00
DSC - Building	Generator (emergency, standby, and resource recovery) - Base	\$30.00
DSC - Building	Generator (emergency, standby, and resource recovery) - Variable	\$10.00
DSC - Building	Feeder	\$15.00
DSC - Building	Ground Work-Ground Ufer	\$25.00
DSC - Building	Extensive Ground Work	\$75.00
DSC - Building	Annual Electrical Permit, 12 Inspections/1 - 3 Electricians	\$1,500.00
DSC - Building	Annual Electrical Permit, 24 Inspections/4 -6 Electricians	\$3,000.00
DSC - Building	Annual Electrical Permit, 36 Inspections/7 - 12 Electricians	\$4,500.00
DSC - Building	Annual Electrical Permit, 52 Inspections/13+ Electricians	\$6,000.00
<b>Elevator Permit Fees</b>		
DSC - Building	Install: Elevator, Escalator, or Moving Walk \$5,000 Value or Less	\$250.00
DSC - Building	Install: Elevator, Escalator, or Moving Walk Install > \$5,000 Value - Base	\$250.00
DSC - Building	Install: Elevator, Escalator, or Moving Walk Install > \$5,000 Value -Variable	\$4.00
DSC - Building	Install: Stair Climber or Plan Form Lift	\$80.00
DSC - Building	Install: Dumbwaiter or Material Lift	\$170.00
DSC - Building	Install: Temporary Personnel Hoist (Construction Lift)	\$250.00
DSC - Building	Operating Permit: Hydraulic Elevator - Annual, Base	\$177.00
DSC - Building	Operating Permit: Hydraulic Elevator - Annual, Variable	\$22.00
DSC - Building	Operating Permit: Cable Elevator - Annual, Base	\$353.00
DSC - Building	Operating Permit: Cable Elevator - Annual, Variable	\$22.00
DSC - Building	Operating Permit: Escalator or Moving Walk	\$353.00
DSC - Building	Operating Permit: Dumbwaiter, Platform/Material Lift, or Stair Climber	\$88.00
DSC - Building	Alteration or Repair: \$5,000 Value or Less	\$250.00
DSC - Building	Alteration or Repair: > \$5,000 Value - Base	\$250.00
DSC - Building	Alteration or Repair: > \$5,000 Value - Variable	\$4.00
DSC - Building	Elevator Reinspection: Hourly	\$88.00
DSC - Building	Uncorrected Deficiencies (assessed at 90, 120, and 150 days)	\$177.00
DSC - Building	Document Replacement Fee	\$25.00
DSC - Building	Temp Hoist: Semi-Annual or Jump Inspection	\$177.00
DSC - Building	Temp Hoist: Semi-Annual Operating Permit	\$177.00
DSC - Building	Temporary Operating Permit Fee - Base	\$115.00
DSC - Building	Temporary Operating Permit Fee - Variable	\$15.00
DSC - Building	Plan Review for Installs and Major Alterations	\$88.00
DSC - Building	Variance Request w/ Site Visit - Base	\$177.00
DSC - Building	Variance Request w/ Site Visit - Variable	\$88.00
DSC - Building	Variance Request via Desk Evaluation (w/o site visit)	\$88.00
DSC - Building	Technical Advise Site Visit Fee - Base	\$177.00
DSC - Building	Technical Advise Site Visit Fee - Variable	\$88.00
DSC - Building	Decommissioning Conveyance Fee	\$177.00
DSC - Building	Re-Commissioning Conveyance Fee - Base	\$177.00
DSC - Building	Re-Commissioning Conveyance Fee - Variable	\$88.00
DSC - Building	Operating a Conveyance w/o Permit: 30 Day Penalty Fee	\$164.00
<b>Mechanical Permit Fees</b>		
DSC - Building	Air Handler (per 10,000 cfm or fraction of)	\$15.00
DSC - Building	Clothes Dryer (Gas)	\$13.00
DSC - Building	Ductwork System	\$13.00
DSC - Building	Evaporative Cooler	\$13.00
DSC - Building	Gas Log	\$13.00
DSC - Building	Gas Piping: per outlet	\$3.00
DSC - Building	Gas Water Heater	\$13.00
DSC - Building	Heat Pump and A/C: 0 to 15 tons	\$15.00
DSC - Building	Heat Pump and A/C: 15 to 50 tons	\$25.00
DSC - Building	Heat Pump and A/C: Over 50 tons	\$75.00
DSC - Building	Heating Equipment: Less than 100,000 BTUs	\$15.00
DSC - Building	Heating Equipment: More than 100,000 BTUs	\$20.00
DSC - Building	Hood: Type I (per 12 ft or 12 ft portion of hood)	\$65.00
DSC - Building	Hood: Type II	\$13.00
DSC - Building	Hydronic Piping: per outlet	\$3.00
DSC - Building	Miscellaneous (items not covered elsewhere)	\$13.00
DSC - Building	Propane Tanks	\$13.00
DSC - Building	Range (Gas)	\$13.00
DSC - Building	Refrigeration Unit: 1 - 500,000 BTUs	\$25.00
DSC - Building	Refrigeration Unit: 500,000 - 1,750,000 BTUs	\$45.00
DSC - Building	Refrigeration Unit: Over 1,750,000 BTUs	\$75.00
DSC - Building	Unlisted Gas Appliance: Up to 400,000 BTUs	\$75.00
DSC - Building	Unlisted Gas Appliance: Over 400,000 BTUs	\$125.00
DSC - Building	Used Appliance: Up to 400,000 BTUs	\$75.00

\$110.00  
What County Charges  
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75 percent  
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Job Value Fee  
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DSC - Building	Used Appliance: Over 400,000 BTUs	\$125.00
DSC - Building	Vent Fans	\$13.00
DSC - Building	Wood Stove or Insert	\$25.00
<b><u>Plumbing Permit Fees</u></b>		
DSC - Building	Bar Sink	\$11.00
DSC - Building	Bathtub	\$11.00
DSC - Building	Clothes Washer	\$11.00
DSC - Building	Dishwasher	\$11.00
DSC - Building	Drinking Fountain	\$11.00
DSC - Building	Floor Drain	\$11.00
DSC - Building	Floor Sink	\$11.00
DSC - Building	Garbage Disposal	\$11.00
DSC - Building	Kitchen Sink	\$11.00
DSC - Building	Lawn Sprinkler (with 1 backflow device)	\$11.00
DSC - Building	Medical Gas Outlet	\$11.00
DSC - Building	Miscellaneous (items not covered elsewhere)	\$11.00
DSC - Building	Sewage Ejector	\$11.00
DSC - Building	Shower	\$11.00
DSC - Building	Sink	\$11.00
DSC - Building	Toilet	\$11.00
DSC - Building	Urinal	\$11.00
DSC - Building	Utility Sink	\$11.00
DSC - Building	Vacuum Breaker/Backflow Device	\$11.00
DSC - Building	Water Softener	\$11.00
<b><u>Certificate of Occupancy Fees</u></b>		
DSC - Building	For Change of Occupancy when no work required	\$50.00
<b><u>Code Enforcement: Existing Building and Conservation Code Fees</u></b>		
DSC - Building	General: Bill equal to all costs and expenses incurred by City	Cost Incurred
DSC - Building	Boarding and Securing	Cost Incurred
DSC - Building	Property Monitoring	\$300.00
DSC - Building	Annual Hearing Processing Fee - First Year	\$1,500.00
DSC - Building	Annual Hearing Processing Fee - Each Subsequent Year - [FEE CREATED]	NEW FEE
<b><u>Code Enforcement: Obstruction From Vegetation and Debris Fees</u></b>		
DSC - Building	Vegetation and Debris Abatement	Cost Incurred
DSC - Building	Vegetation and Debris Abatement Surcharge	\$85.00
<b><u>Code Enforcement: Existing Building and Conservation Code Fees</u></b>		
DSC - Building	Annual Foreclosure Property Registration Fee	\$350.00
<b><u>Sidewalk Café Fees</u></b>		
DSC - Engineering	Sidewalk Café Annual Fee	\$100.00
DSC - Engineering	Site Modification Review Fee	\$250.00
DSC - Engineering	Initial Review Fee	\$300.00
<b><u>Parklets and Streateries</u></b>		
DSC - Engineering	Annual License Fee	\$100.00
DSC - Engineering	Site Modification Review Fee	\$250.00
DSC - Engineering	Initial Review Fee	\$300.00
DSC - Engineering	Refundable Cash Bond	\$1,000.00
DSC - Engineering	2-hour zone per square foot per month	\$2.09
DSC - Engineering	4-hour and all-day zones per square foot per month	\$2.09
DSC - Engineering	Time-restricted fee parking	\$1.05
DSC - Engineering	Devise removal and replacement fee - Single Space Meter	\$80.00
DSC - Engineering	Devise removal and replacement fee - Dual Space Meter	\$80.00
DSC - Engineering	Devise removal and replacement fee - Kiosk	\$80.00
<b><u>Sewer Code Fees</u></b>		
DSC - Engineering	Side Sewer Inspection Fee	\$150.00
DSC - Engineering	Sewer Tap	\$100.00
DSC - Engineering	Reinspection Fee	\$50.00
<b><u>Streets and Airspace Fees</u></b>		
DSC - Engineering	Skywalk Application to Hearing Examiner	\$7,160.00
DSC - Engineering	Skywalk Annual Inspection	\$335.00
DSC - Engineering	Skywalk Renewal (within 20 years of permit issuance)	\$2,290.00
DSC - Engineering	Street Address Assignment	\$10.00
DSC - Engineering	Street Address Change	\$20.00
DSC - Engineering	ROW Obstruction: Dumpster or Temp Storage Unit (Pod)	\$100.00
DSC - Engineering	ROW Obstruction: Long-term (more than 20 days)	\$0.20
DSC - Engineering	ROW Obstruction: With Excavation 1-3 Days	\$100.00
DSC - Engineering	ROW Obstruction: With Excavation Each Additional Day	\$40.00
DSC - Engineering	ROW Obstruction: No Excavation 1-3 Days	\$20.00
DSC - Engineering	ROW Obstruction: No Excavation Each Additional Day	\$40.00
DSC - Engineering	Master Annual Permit	Expense based
DSC - Engineering	Obstruction W/O Permit or Exempt Notification	\$500.00
DSC - Engineering	Work Beyond Scope of Permit	\$250.00
DSC - Engineering	No Fee For Activities Done Under City Contract	\$0.00
DSC - Engineering	Traffic Control Plan Review Fee	\$50.00
DSC - Engineering	Building Move Permit	\$100.00
DSC - Engineering	Road Oiling (and other dust palliatives)	\$100.00
DSC - Engineering	Street Vacation Application Fee	\$400.00
DSC - Engineering	Approach Permit: Commercial	\$30.00
DSC - Engineering	Approach Permit: Residential Driveway	\$20.00
IT	IT Plan Review for Fiber - [FEE CREATED]	NEW FEE
<b><u>Private Construction Plan Review and Inspection</u></b>		
<b><u>Plan Review Fee Table:</u></b>		
DSC - Engineering	\$1 - \$10,000 Job Value Fee	\$300.00
DSC - Engineering	\$10,001 - \$50,000 Job Value Fee - Base	\$300.00
DSC - Engineering	\$10,001 - \$50,000 Job Value Fee - Variable	\$15.00
DSC - Engineering	\$50,001 - \$100,000 Job Value Fee - Base	\$900.00
DSC - Engineering	\$50,001 - \$100,000 Job Value Fee - Variable	\$13.00
DSC - Engineering	\$100,001 - \$500,000 Job Value Fee - Base	\$1,550.00

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Cost Incurred  
Cost Incurred  
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\$2,000.00  
\$5,000.00

Cost Incurred  
\$250.00

\$350.00

\$150.00  
\$275.00  
\$300.00

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\$300.00  
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\$1,000.00  
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\$60.00  
\$120.00  
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\$2,290.00  
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\$61.00  
\$150.00  
\$0.20  
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Expense based  
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\$172.00  
\$156.00  
\$623.00  
\$52.00  
\$31.00

\$95.00

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\$300.00  
\$15.00  
\$900.00  
\$13.00  
\$1,550.00



DSC - Engineering	\$100,001 - \$500,000 Job Value Fee - Variable	\$10.50
DSC - Engineering	\$500,001 - \$1,000,000 Job Value Fee - Base	\$5,750.00
DSC - Engineering	\$500,001 - \$1,000,000 Job Value Fee - Variable	\$9.50
DSC - Engineering	Over \$1,000,000 Job Value Fee - Base	\$10,500.00
DSC - Engineering	Over \$1,000,000 Job Value Fee - Variable	\$8.75
DSC - Engineering	Additional Review (for excessive plan changes)	\$60 per hour
DSC - Engineering	On-Site Water Systems Review Fee - outside City limits or no bldg permit	\$250.00
DSC - Engineering	On-Site Sanitary Sewer Systems Review - outside City limits or no bldg permit	\$250.00
DSC - Engineering	Standard (Simple) Stormwater Systems Review: Under 10 lots - Base	\$400.00
DSC - Engineering	Standard (Simple) Stormwater Systems Review: Under 10 lots - Variable	\$10.00
DSC - Engineering	Standard (Simple) Stormwater Systems Review: 10 - 100 lots - Base	\$500.00
DSC - Engineering	Standard (Simple) Stormwater Systems Review: 10 - 100 lots - Variable	\$10.00
DSC - Engineering	Standard (Simple) Stormwater Systems Review: Over 100 lots - Base	\$700.00
DSC - Engineering	Standard (Simple) Stormwater Systems Review: Over 100 lots - Variable	\$10.00
DSC - Engineering	Stormwater Review Fee Up to 2 acres - outside City limits or no bldg permit	\$250.00
DSC - Engineering	Stormwater Review Fee Over 2 acres - outside City limits or no bldg permit	\$500.00
DSC - Engineering	Complex Stormwater Systems Review: Under 10 lots - Base	\$500.00
DSC - Engineering	Complex Stormwater Systems Review: Under 10 lots - Variable	\$10.00
DSC - Engineering	Complex Stormwater Systems Review: 10 - 100 lots - Base	\$750.00
DSC - Engineering	Complex Stormwater Systems Review: 10 - 100 lots - Variable	\$15.00
DSC - Engineering	Complex Stormwater Systems Review: Over 100 lots - Base	\$1,000.00
DSC - Engineering	Complex Stormwater Systems Review: Over 100 lots - Variable	\$15.00
DSC - Engineering	Stormwater Review Fee Up to 2 acres - outside City limits or no bldg permit	\$500.00
DSC - Engineering	Stormwater Review Fee Over 2 acres - outside City limits or no bldg permit	\$1,000.00
DSC - Engineering	Storm Sewer Review - in accordance with subsection (A) above.	No Charge
DSC - Engineering	Waiver or Variance Review	\$60.00
DSC - Engineering	Site Development Plan Review	\$250.00
DSC - Engineering	Traffic Impact Analysis Review Fee	\$200.00
DSC - Engineering	Hydraulic Analysis Review Fee	\$580.00
<b>Inspection Fee Table:</b>		
DSC - Engineering	\$1 - \$5,000 Job Value Fee	\$500.00
DSC - Engineering	\$5,001 - \$10,000 Job Value Fee	\$1,000.00
DSC - Engineering	\$10,001 - \$50,000 Job Value Fee - Base	\$1,000.00
DSC - Engineering	\$10,001 - \$50,000 Job Value Fee - Variable	\$25.00
DSC - Engineering	\$50,001 - \$100,000 Job Value Fee - Base	\$2,000.00
DSC - Engineering	\$50,001 - \$100,000 Job Value Fee - Variable	\$20.00
DSC - Engineering	\$100,001 - \$500,000 Job Value Fee - Base	\$3,000.00
DSC - Engineering	\$100,001 - \$500,000 Job Value Fee - Variable	\$15.00
DSC - Engineering	\$500,001 - \$1,000,000 Job Value Fee - Base	\$9,000.00
DSC - Engineering	\$500,001 - \$1,000,000 Job Value Fee - Variable	\$10.00
DSC - Engineering	Over \$1,000,000 Job Value Fee - Base	\$14,000.00
DSC - Engineering	Over \$1,000,000 Job Value Fee - Variable	\$5.00
DSC - Engineering	Non-Typical, Specialty Project Inspection	\$40.00
DSC - Engineering	Non-Typical, Specialty Project Overtime Inspection	1.5x the Inspection Fee(s)
DSC - Engineering	Non-Typical, Specialty Project Survey Crew Inspection	\$120.00
DSC - Engineering	Non-Typical, Specialty Project Survey Crew Overtime Inspection	1.5x the Inspection Fee(s)
<b>Oversize or Overweight Movements</b>		
DSC - Engineering	Oversize Load - Per 30 Days or fraction of	\$50.00
DSC - Engineering	Overweight Load (on specified route) - Per 30 Days or fraction of	\$75.00
DSC - Engineering	Superload - Per Trip	\$75.00
<b>Appeal Fees</b>		
DSC - Building	Appeal of Administrative Decision to Hearing Examiner	\$250.00
DSC - Building	Exception: Junk Vehicle Determination Appeal	\$200.00
DSC - Building	Appeal of Hearing Examiner Decision to City Council	\$500.00
DSC - Building	Appeal Preparation Fee	Actual Cost
DSC - Building	Appeal Filing Fee (except as otherwise provided)	\$150.00
<b>Multi-Family Housing Property Tax Incentive Program</b>		
DSC - Building	Multi-Family Tax Exemption (MFTE) Application	\$1,000.00
DSC - Building	MFTE Extension Application	\$1,000.00
DSC - Building	MFTE Final Certificate	\$2,000.00
DSC - Building	MFTE Final Certificate Conversion from 12 to 8 year	\$500.00
<b>Shorelines Management</b>		
DSC - Planning	\$2,500 - \$10,000 Project Value Fee	\$1,020.00
DSC - Planning	\$10,001 - \$50,000 Project Value Fee	\$1,420.00
DSC - Planning	\$50,001 - \$250,000 Project Value Fee	\$2,700.00
DSC - Planning	\$250,001 - \$1,000,000 Project Value Fee	\$5,400.00
DSC - Planning	Over \$1,000,000 Project Value Fee - Base	\$6,750.00
DSC - Planning	Over \$1,000,000 Project Value Fee - Variable	0.1% of project valuation
DSC - Planning	Variance Fee	\$2,160.00
DSC - Planning	Conditional Use Fee	\$1,860.00
DSC - Planning	Pre-Submittal Review	\$555.00
DSC - Planning	Shoreline Exemption Fee	\$555.00
DSC - Planning	Permit Amendment Fee	80% of fee in this schedule
<b>State Environmental Policy Act (SEPA)</b>		
DSC - Planning	SEPA Environmental Checklist Initial Review	\$250.00
DSC - Planning	Threshold Determination of MDNS	\$165.00
DSC - Planning	Threshold Determination Resulting in Declaration of Significance	Actual Cost
DSC - Planning	Threshold Determination Resulting in Declaration of Significance - Deposit	\$2,450.00
DSC - Planning	Public Notice	Actual Cost
DSC - Planning	Environmental Document Reproduction	Actual Cost
<b>Plats</b>		
DSC - Planning	Long Plat: One-Year Extension of Preliminary Approval	\$550.00
DSC - Planning	Long Plat: Phasing of Approved Preliminary Plat	\$500.00
DSC - Planning	Long Plat: Vacation	\$490.00
DSC - Planning	Final Long Plat - Base	\$2,025.00
DSC - Planning	Final Long Plat - Additional fee per lot	\$25.00
DSC - Planning	Long Plat: Alteration of Approved Preliminary or Final Long Plat	80% of fee in this schedule
DSC - Planning	Short Plat: One-Year Extension One-Year Extension of Preliminary Approval	\$550.00
DSC - Planning	Short Plat: Phasing of Approved Preliminary Plat	\$500.00
DSC - Planning	Short Plat: Vacation	\$490.00
DSC - Planning	Final Short Plat Filing Fee	\$1,820.00
DSC - Planning	Final Short Plat Filing Fee - Additional fee per lot	\$30.00
DSC - Planning	Final Short Plat Filing Fee with Minor Engineering Review	\$350.00

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 \$2,271.00  
 \$30.00  
 \$350.00

DSC - Planning	Final Short Plat Filing Fee with Minor Engineering Review - Additional fee per lot	\$30.00
DSC - Planning	Short Plat: Alteration of Approved Preliminary or Final Short Plat	80% of fee in this schedule
DSC - Planning	Binding Site Plan: One-Year Extension of Preliminary Approval	\$550.00
DSC - Planning	Final Binding Site Plan	\$2,970.00
DSC - Planning	Final Binding Site Plan - fee per additional acre	\$30.00
DSC - Planning	Binding Site Plan: Alteration of Approved Preliminary or Final	80% of fee in this schedule
DSC - Planning	Boundary Line Adjustment Filing Fee	\$350.00
DSC - Planning	Street Name Change	\$1,355.00
DSC - Planning	Public Hearing for Other Matters	\$1,895.00
DSC - Planning	Use of Planning Staff Not Covered by Plat Fees	\$85.00
<b>Zoning</b>		
DSC - Planning	Staff Preparation of Notification Map and Associated Documents	\$150.00
DSC - Planning	Type I Application	\$1,085.00
DSC - Planning	Type II Application	\$4,325.00
DSC - Planning	Type II Application - per additional acre	\$60.00
DSC - Planning	Type II Application with Minor Engineering Review	\$1,085.00
DSC - Planning	Type III Application	\$4,590.00
DSC - Planning	Type III Application - per additional acre	\$215.00
DSC - Planning	Site Plan Review and/or Modification	\$815.00
DSC - Planning	Site Plan Review and/or Modification - per additional 10 acres	\$550.00
DSC - Planning	Planned Unit Development (PUD) Bonus Density	\$880.00
DSC - Planning	Final PUD	\$3,295.00
DSC - Planning	Temporary Use Permit	\$675.00
DSC - Planning	Floodplain Development Permit	\$900.00
DSC - Planning	Floodplain Development Permit -per additional acre	\$55.00
DSC - Planning	Front Yard Setback Establishment Different Than Zoning Code	\$810.00
DSC - Planning	Formal Written Interpretation of Zoning Code	\$580.00
DSC - Planning	Public Hearing for Other Matters	\$1,895.00
DSC - Planning	Use of Planning Staff Not Covered by Above Fees - Hourly	\$85.00
<b>Design Review</b>		
DSC - Planning	Design Review by Urban Design Staff	\$600.00
DSC - Planning	Design Review by Design Review Board	\$1,275.00
<b>Comprehensive Plan and Land Use Code Amendments</b>		
DSC - Planning	Threshold Review Fee	\$500.00
DSC - Planning	Comp Plan, Map, Text, or other Land Use Code Amendment - Base	\$5,000.00
DSC - Planning	Comp Plan, Map, Text, or other Land Use Code Amendment - Variable per additional 10 acres	\$1,075.00
DSC - Planning	Use of Planning Staff Not Covered by Above Fees	\$85.00
DSC - Planning	Formal Written Interpretation of Comp Plan	\$1,075.00
<b>Concurrency Inquiry Application</b>		
DSC - Planning	Concurrency Inquiry Application	\$200.00
<b>Short Term Rental License Fee</b>		
DSC - Planning	Registration for STR - Residential Zone - Application	\$200.00
DSC - Planning	Registration for STR - Residential Zone - Renewal	\$100.00
DSC - Planning	Registration for STR - Other Zone - Application	\$300.00
DSC - Planning	Registration for STR - Other Zone - Renewal	\$100.00
<b>Solar Fees</b>		
DSC - Building	SFR-Duplex Solar Plan Review Fee (DSC)	\$75.00
DSC - Building	SFR-Duplex Solar Inspection Fee (DSC)	\$150.00
DSC - Building	MFCOM Solar Plan Review Fee (DSC)	65% of Job Value Fee
DSC - Building	MFCOM Solar Inspection Fee (DSC)	Job Value Based
DSC - Building	Electrical Service Fee assessed in accordance with the Electrical Fee Schedule	See Electric Schedule
DSC - Building	Addition electrical fees assessed as applicable to the scope of work.	See Electric Schedule
DSC - Building	Fire Review and Inspection Fees assessed in accordance with the Fire Codes	See Fire Code
<b>Shared Fees</b>		
Summary (NO INPUT)	Processing Fee	\$25.00
Summary (NO INPUT)	Re-Inspection Fee	\$75.00
Summary (NO INPUT)	Work Beyond Scope of Permit - [FEE CREATED]	NEW FEE
Summary (NO INPUT)	Work Done Without Permit/Investigative Fees - Greater Of:	2x the Inspection Fee(s)
Summary (NO INPUT)	Work Done Without Permit/Investigative Fees - Greater Of:	\$150.00
Summary (NO INPUT)	Inspection Outside Normal Working Hours (2-hr minimum)	\$75/hr
Summary (NO INPUT)	Additional, Excessive, Phased Reviews	50% Original Review Fee
Summary (NO INPUT)	Additional, Excessive, Phased Inspections - [FEE CREATED]	NEW FEE
Summary (NO INPUT)	Trade Review (2-hr minimum)	\$75/hr
<b>New Fees</b>		
Summary (NO INPUT)	Credit Card Surcharge/Convenience Fee	NEW FEE
Summary (NO INPUT)	Refund Administration Fee - Plan Review and Processing Fees are non-refundable, no refunds of less than \$30 unless City error.	NEW FEE
Summary (NO INPUT)	Stock Plan Review Fee	NEW FEE
Summary (NO INPUT)	Reduced Plan Review Fee	NEW FEE
Summary (NO INPUT)	State Building Code Fee	NEW FEE
Summary (NO INPUT)	Adult Family Home Inspection	NEW FEE
Summary (NO INPUT)	Demolition of Accessory Structures - (i.e. -garages + propose use for Swimming Pools)	NEW FEE
Summary (NO INPUT)	Permit or Application Extension Fee	NEW FEE
Summary (NO INPUT)	Electrical Permit: Load Test	NEW FEE
DSC - Planning	Zoning Verification Letter	NEW FEE
<b>Spokane Register of Historic Places Nomination Fees:</b>		
Historic Preservation	Residential Property:	\$50.00
Historic Preservation	Commercial Property:	\$100.00
Spokane County Auditor	All nominated properties must also pay the Auditor's Filing Fee:	\$303.50
<b>Special Valuation Tax Incentive Fees:</b>		
Historic Preservation	Residential Property:	\$150.00
Historic Preservation	Commercial Property (based on cost of rehab):	
Historic Preservation	Less than \$1M	\$250.00
Historic Preservation	\$1M to \$5M	\$500.00
Historic Preservation	Over \$5M	\$1,000.00
Spokane County Auditor	All properties receiving Special Valuation must also pay the Auditor's Filing Fee:	\$303.50
<b>Design Review of Historic Properties</b>		
Historic Preservation	<i>Spokane Register of Historic Places Individually Listed:</i>	
Historic Preservation	<b>Residential</b> - Administrative	\$25.00

\$30.00  
80% of fee in this schedule  
\$500.00  
\$2,970.00  
\$30.00  
80% of fee in this schedule  
\$370.00  
\$2,994.00  
\$1,895.00  
\$132.00

\$207.00  
\$1,085.00  
\$4,325.00  
\$60.00  
\$1,085.00  
\$4,590.00  
\$215.00  
\$815.00  
\$550.00  
\$880.00  
\$3,295.00  
\$675.00  
\$1,139.00  
\$55.00  
\$810.00  
\$727.00  
\$1,895.00  
\$132.00

\$600.00  
\$1,275.00

\$500.00  
\$7,000.00  
\$1,075.00  
\$132.00  
\$1,075.00

\$200.00

\$200.00  
\$100.00  
\$300.00  
\$100.00

\$75.00  
\$150.00  
65% of Job Value Fee  
Job Value Based  
See Electric Schedule  
See Electric Schedule  
See Fire Code

\$65.00  
\$150.00  
\$150.00  
2x the Inspection Fee(s)  
\$300.00  
\$115.00  
50% Original Review Fee  
\$105.00  
\$115.00

2.99%  
N/A  
25% of Job Value Fee  
25% of Job Value Fee  
State Determines  
\$245.00  
\$35.00  
\$45.00  
\$45.00  
\$132.00

\$50.00  
\$100.00  
\$303.50

\$150.00

\$350.00  
\$1,000.00  
\$1,500.00  
\$303.50

\$75.00



Historic Preservation	<b>Residential</b> - Full Landmarks Commission	\$75.00
Historic Preservation	<b>Commercial</b> - Administrative	\$25.00
	<b>Commercial</b> - Full Landmarks (based on project cost)	
	<b>Project cost:</b>	
Historic Preservation	\$0-99,999	\$75.00
Historic Preservation	\$100,000-\$499,999	\$75.00
Historic Preservation	\$500,000 - \$999,999	\$75.00
Historic Preservation	\$1M-\$2M	\$75.00
Historic Preservation	Over \$2M	\$75.00
	<i>Spokane Register of Historic Places</i> <b>District</b> Property:	
Historic Preservation	<b>District</b> Property - Administrative	\$25.00
Historic Preservation	<b>District</b> Property - Full Landmarks Commission:	\$75.00
	<b>Retroactive Design Review (work done without a Certificate of Appropriateness):</b>	
Historic Preservation	Residential:	\$150.00
Historic Preservation	Commercial:	\$150.00
	<b>Demolition Review Fees (to determine historically eligible properties (SMC 17D.100.230)) or those listed on the Spokane Register or within a Spokane Register Historic District:</b>	
Historic Preservation	under 4000 sq feet:	\$0.00
Historic Preservation	4001-10,000 sq feet:	\$0.00
Historic Preservation	10,001-25,000 sq feet:	\$0.00
Historic Preservation	Over 25,001 sq feet:	\$0.00
Historic Preservation	<b>For properties that must be deconstructed according to SMC 15.06, HP fee will be capped at \$1500 total including the above fees</b>	
Historic Preservation	<b>Historic Plaque Purchase:</b>	\$250.00

\$250.00

\$175.00

\$250.00

\$500.00

\$1,000.00

\$2,000.00

\$3000 max

\$75.00

\$250.00

\$250.00

\$250.00

\$150.00

\$250.00

\$500.00

\$1,000.00

\$1500 total in combination with  
fees above

\$250.00

**Agenda Sheet for City Council:****Committee:** Urban Experience **Date:** 10/14/2024**Committee Agenda type:** Consent**Date Rec'd**

10/14/2024

**Clerk's File #**

ORD C36616

**Cross Ref #****Project #****Council Meeting Date:** 12/02/2024**Submitting Dept**

PLANNING &amp; ECONOMIC

**Bid #****Contact Name/Phone**

AMANDA BECK 6414

**Requisition #****Contact E-Mail**

ABECK@SPOKANECITY.ORG

**Agenda Item Type**

Final Reading Ordinance

**Council Sponsor(s)**

JBINGLE ZZAPPONE KKLITZKE

**Agenda Item Name**

0650 - 2025 SPECIAL ASSESSMENT HEARING FOR DOWNTOWN PBIA

**Agenda Wording**

An ordinance approving and confirming the 2025 assessments and assessment roll for the Downtown Spokane Parking and Business Improvement Area

**Summary (Background)**

The Downtown Spokane Business Improvement District (Downtown BID) collects an annual assessment from business and property owners within the district to provide funding for programs and services. The Downtown Spokane Partnership (DSP) administers and operates these programs through a contract with the City of Spokane. As part of the annual process their annual management plan and proposed budget is reviewed and approved concurrently with the assessment roll.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost \$

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

The City collects the annual assessment on behalf of the ratepayers; DSP provides services in line with the budget and management plan approved by City Council, and then invoices the City to pay for those services. There are limited direct costs as our

**Amount****Budget Account**

Select \$ #

Select \$ #

Select \$ #

Select \$ #

\$ #

\$ #



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

<b><u>Dept Head</u></b>	GARDNER, SPENCER
<b><u>Division Director</u></b>	GARDNER, SPENCER
<b><u>Accounting Manager</u></b>	ORLOB, KIMBERLY
<b><u>Legal</u></b>	SCHOEDEL, ELIZABETH
<b><u>For the Mayor</u></b>	PICCOLO, MIKE

**Additional Approvals**


**Distribution List**

	tstripes@spokanecity.org
lbeattie@spokanecity.org	ECameron@downtownspokane.
BIDinfo@downtownspokane.org	akiehn@spokanecity.org
abeck@spokanecity.org	amcall@spokanecity.org
sgardner@spokanecity.org	smacdonald@spokanecity.org

## Committee Agenda Sheet

### Urban Experience Committee

<b>Committee Date</b>	October 14, 2024
<b>Submitting Department</b>	Planning and Economic Development
<b>Contact Name</b>	Amanda Beck
<b>Contact Email &amp; Phone</b>	<a href="mailto:abeck@spokanecity.org">abeck@spokanecity.org</a> ; x6414
<b>Council Sponsor(s)</b>	CMs Zappone, Bingle, and Klitzke
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	2025 Special Assessment Hearing for Downtown PBI
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	<p>The Downtown Spokane Business Improvement District (Downtown BID) collects an annual assessment from business and property owners within the district to provide funding for programs and services. The Downtown Spokane Partnership (DSP) administers and operates these programs through a contract with the City of Spokane. As part of the annual process their annual management plan and proposed budget is reviewed and approved concurrently with the assessment roll.</p> <p>Per the annual assessment process set forth in Chapter 04.31 SMC:</p> <ul style="list-style-type: none"> <li>• The Draft Assessment Roll will be made available for public viewing through the City Clerk’s Office on November 2, 2024;</li> <li>• A mailed notice to property owners identified on the assessment roll will be mailed fifteen days prior to the public hearing to vote on the assessment roll;</li> <li>• RES 2024-0086 set the Assessment Roll hearing date;</li> <li>• City Council will hold a <b>public hearing on December 2, 2024</b>, and then vote on the 2025 assessment roll for the Downtown PBI;</li> <li>• At the public hearing City Council will also vote on the proposed 2025 management plan and budget for the services to be provided by DSP in service of the ratepayers;</li> <li>• Assessments are due January 31, 2025 (either in full or half, with the remainder being due June 30, 2025).</li> </ul>
<b>Fiscal Impact</b>	
<b>Approved in current year budget?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A Total Cost: <u>No direct costs are associated with this action</u> Current year cost: Subsequent year(s) cost:	
<b>Narrative:</b> <u>The City collects the annual assessment on behalf of the ratepayers; DSP provides services in line with the budget and management plan approved by City Council, and then invoices the City to pay for those services. There are limited direct costs as our economic development partner conducts the work on behalf of the City.</u>	
<b>Funding Source</b> <input type="checkbox"/> One-time <input type="checkbox"/> Recurring <input checked="" type="checkbox"/> N/A Specify funding source: Program revenue	

Is this funding source sustainable for future years, months, etc? Yes, a PBIA is set up to fund specific services for its geographic area above and beyond the baseline services provided by the City.

**Expense Occurrence**     One-time     Recurring     N/A

Other budget impacts:

**Operations Impacts** (If N/A, please give a brief description as to why)

What impacts would the proposal have on historically excluded communities?

In administering the BID contract, the Downtown Spokane Partnership is tasked with assisting existing and potential businesses that want to be located with the Downtown BID, and this can include women and minority owned businesses that benefit from an entity that manages district-wide marketing and events to attract customers that support local Spokane businesses. Ratepayer Board positions are designated by geography, business, and property type to ensure that a variety of interests are well represented and guide decision making for the BID. This includes utilizing the Security Ambassadors to complete additional vehicle and e-bike patrols to monitor for possible mobility issues so that business owners, employees, and visitors are better able to access downtown.

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

DSP, the BID contract manager, completes an annual management plan as part of the annual special assessment process, which includes information on how the BID serves rate payers. No specific information is broken down by racial, gender identity, or other metrics at this time. Feedback from ratepayers to the Downtown BID Ratepayer Board is one avenue through which both the City and DSP knows if ratepayers believe they are receiving services commensurate with the collected special assessment.

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

Hosted events, grants to new businesses, and response calls from Clean & Green and the Security Ambassadors teams, which are detailed in the BID management plan, provide data for effectiveness of the Downtown BID. The ability to maintain, or expand, services as funded through the special assessments would be a positive indicator that the BID is self-sufficient and appropriately servicing ratepayers.

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

Programs administered by the DSP support several strategies in the recently updated [Spokane Downtown Plan](#), such as energize streets and alleys that are activated for pedestrians (Live by Five, 509 Day, Welcome Back to Downtown) and supporting existing and emerging businesses downtown (Strategy LWP2.3). The Downtown BID aligns with the vision and values of Comprehensive Plan Chapter 7, [Economic Development](#), and policy ED 1.2. This resolution sets the hearing for the ordinance that confirms and approves the special assessment for 2024, thereby ensuring the Downtown BID has the funds to provide ratepayer services established in their contract which supports economic development focused specifically on downtown, a cultural and commercial regional hub.

## ORDINANCE NO. C36616

AN ORDINANCE APPROVING AND CONFIRMING THE 2025 ASSESSMENTS AND ASSESSMENT ROLL FOR THE DOWNTOWN SPOKANE PARKING AND BUSINESS IMPROVEMENT AREA, PREPARED UNDER ORDINANCE C32923 AS CODIFIED AND AMENDED IN CHAPTER 04.31 SMC.

WHEREAS, on September 23, 2024, the Spokane City Council passed Resolution 2024–0086 which provided notice and set a date for hearing on the assessments to be levied under the above identified ordinance; and

WHEREAS, pursuant to Resolution 2024–0086, a public hearing was held on December 2, 2024 to take public testimony regarding the assessments and assessment roll for the Downtown Spokane Parking and Business Improvement Area; and

WHEREAS, the assessment roles have been on file in the Office of the City Clerk for public review and inspection; and

WHEREAS, the City Council, through this ordinance, intends to levy assessments in the Downtown Spokane Business Improvement District to provide programs and services, which will specifically benefit the businesses and properties in the District; and

THE CITY OF SPOKANE DOES ORDAIN:

Section 1. The 2025 assessments and the assessment roll of the Downtown Spokane Parking and Business Improvement Area, established under Ordinance C32923, as codified and amended in Chapter 04.31 SMC, are hereby approved and confirmed. The assessments and assessment roll are attached hereto, available in the Office of the City Clerk and City Treasurer.

Section 2. Each of the businesses, as described in RCW 35.87A.020, lots, tracts, and parcels of land and other property, including improvements thereon, multi-family residential, mixed-use projects as described in RCW 35.87A.020(4), hotels, motels, government, and others, shown upon said rolls are hereby declared to be specially benefited by the programs authorized in Ordinance C32923, as amended, in at least the amount levied against the same. The method of assessment is based upon the Special Assessment Formula in Appendix A.

Section 3. Pursuant to SMC 04.31.100, the projects, programs, activities and budget for the 2025 Downtown Parking and Business Improvement Area as presented to the City Council are hereby approved and may be revised by the City Council pursuant to a subsequent motion.

Section 4. The City Clerk is hereby directed to certify and transmit the assessment roll to the City Treasurer for collection, pursuant to City Ordinance and state law.

Section 5. That the assessments shown in the roll on file in the Office of the City Clerk are due on January 31, 2025. The ratepayer may elect to make payments in two installments with the first half of the assessment due and payable on the 31<sup>st</sup> day of January, 2025, and the second half of the assessment due and payable on the 31<sup>st</sup> day of July, 2025. Prior to the due date, ratepayers shall be sent a bill stating the amount of the assessment due and payable. If the assessment is not paid within thirty (30) days after its due date, a delinquency charge shall be added in the amount of ten percent (10%) of the assessment, not to exceed one hundred dollars (\$100) in addition to the processing fee. All assessments, or part thereof, shall also bear interest at the rate of twelve percent (12%) per annum, or part thereof, of delinquency. Within thirty (30) days of the due date(s), the City Treasurer or his/her designee shall send a late notice of the unpaid assessment including the assessment of appropriate interest, penalty and fees. Interest, penalties and other fees will be collected on any unpaid balance or portions thereof from the date the account became due.

Any ratepayer, aggrieved by the amount of an assessment or delinquency charge, shall request, within sixty (60) days of the assessment or charge, a meeting and/or hearing before the Ratepayer Board, and, if not satisfied with the decision of the Ratepayer Board, appeal within ten (10) days from the date of the decision, the matter de novo, to the City's Hearing Examiner, in the manner provided for in the City's Municipal Code. Failure to request a hearing shall result in a waiver of the right to challenge the assessment.

Section 6. This ordinance shall take effect and be in full force from and after the date of its passage.



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

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

Attest:

Approved as to form:

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

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

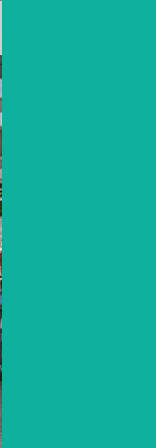
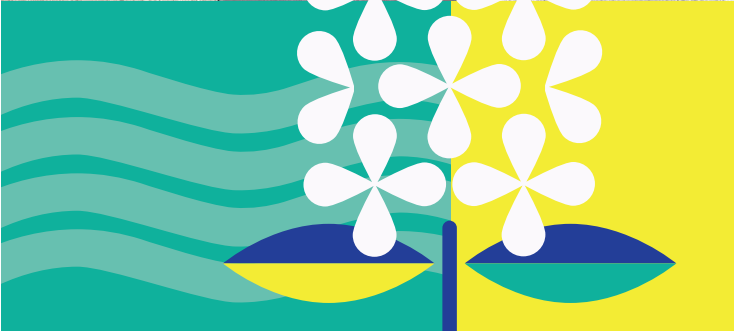
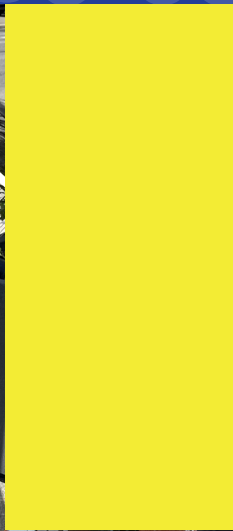
\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

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

downtown spokane business improvement district  
**2025 MANAGEMENT PLAN**

PREPARED BY THE DOWNTOWN SPOKANE PARTNERSHIP

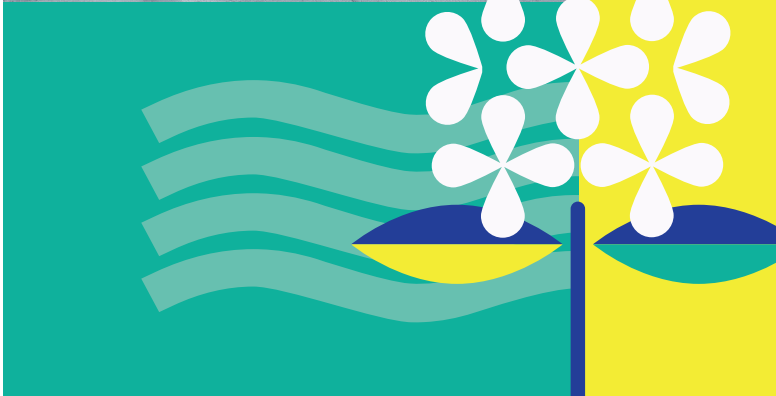


**DOWNTOWN  
SPOKANE**  
PARTNERSHIP



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- page 5** 2024 Overview
- page 6** 2025 Workplan
- page 9** 2025 Budget Goals
- page 10** 2025 Assessment Roll



818 W Riverside Ave, Ste 120  
Spokane, WA 99201

509.456.0580  
downtownspokane.org



# DOWNTOWN SPOKANE BUSINESS IMPROVEMENT DISTRICT INFORMATION

When business and property owners pool assessments, the collective impact exceeds that of any single entity. Annual Ratepayer assessments provide stable funding for community priorities and services, benefiting all Ratepayers in the four zones of the BID. Combined with private investments, grants, and contributions from the DSP, the BID enhances economic vitality and beautification, fostering livability and community in downtown Spokane.

The BID prioritizes key areas that support a thriving downtown for businesses, employees, residents, shoppers, and visitors. Like other BIDs nationwide, assessments fund programs that improve safety, cleanliness, activity, promotions, and business retention and recruitment.

## safe & clean

DSP Ambassadors work 7 days a week providing security and hospitality services to assist employees, residents and visitors while the Clean Team keeps sidewalks clean and clear, remove garbage and graffiti and maintain planters throughout downtown.

## economic vitality

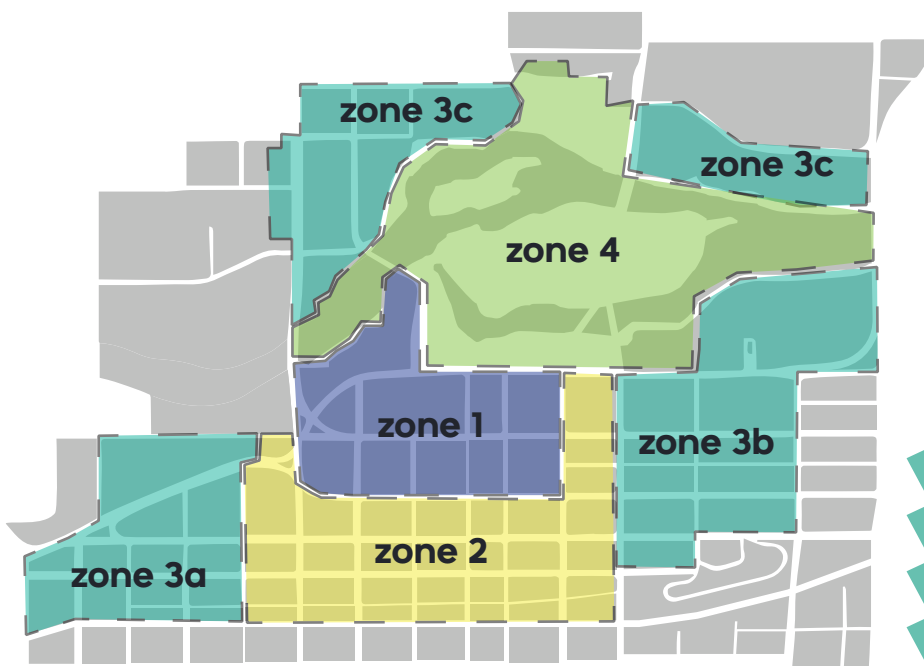
Business support is key to economic vitality. The BID aids ground-floor and skywalk retailers, engages office employees, and fosters investment to boost downtown tenancy. Additionally, the BID manages ParkSpokane programs to enhance parking options.

## marketing, activation & events

The BID promotes local businesses, leads cooperative marketing campaigns and supports activations and events to boost shopping, dining, and entertainment options that energize downtown, promote activity and support a vibrant place.

## special projects & administration

The BID supports mobility, urban planning and enhancements from art to lighting and other beautification initiatives that improve the public spaces of downtown while working closely with local municipalities to support downtown vitality.



## 2024 RATEPAYER ADVISORY BOARD

**chair** | Bryn West, *Professional 1/*  
*Property Management, Cowles Co.*

**vice chair** | Andrew Leeper, *Zone 2,*  
*ALSC Architects*

**treasurer** | Doug Kapelke, *Zone 3B,*  
*STCU*

**secretary** | Jessica Atkinson, *Small*  
*Retail, Sweet Frostings*

**legal** | Tanya Lawless, *Professional 3/*  
*Legal, Kutak Rock LLP*

**past chair** | Jack Johnson, *Residential,*  
*809 Condos*

Bobby Enslow, *Zone 1, Indaba Coffee*

Terra Coulter, *Zone 3A, Studio One*

Nick Czaplak, *Zone 3C, Stone Group*

Jon Moog, *Zone 4, Riverfront Park*

Jack Schneider, *Professional 2/*  
*Engineering, NAC Architecture*

Carrie Kennedy, *Professional 4/*  
*Accounting, Moss Adams*

Clayton McFarland, *Large Business,*  
*Goodale & Barbieri*

Wendy Goshey, *Large Retail, Nordstrom*

Council Member Jonathan Bingle, *City of*  
*Spokane*

Mark Anderson, *School District 81,*  
*Spokane Public Schools*

Guy Ottersen, *Nonprofit, Canopy Credit*  
*Union*

Mark Howard, *Residential, Railroad*  
*Condos*

Capt. Steve Wohl, *Safety/Ex-Officio,*  
*Spokane Police Dept.*

*Members of the Ratepayer Advisory*  
*Board are confirmed annually in February.*

# ASSESSMENT POLICIES

1. Assessments are based upon four zones. Within each zone, the city will levy and collect special assessments at different rates based on the entity being a tenant or property. A map of the benefit zones can be found at: <https://downtownspokane.org/bid-assessment-guide>.
2. Each property, including its tenants, shall be assessed under both the tenant and property owner formulas.
3. No historic tax credit or other exemptions that would decrease the assessed value of land or improvements will be used to calculate the annual property assessment.
4. A minimum assessment of \$112.86 is levied for each eligible tenant and/or property parcel within the BID. Square footage may be combined for office or retail tenants occupying multiple spaces in one building to meet the minimum.
5. Public parks will be assessed for both property and tenancy at one rate per number of acres.
6. Hotels and motels will be assessed for both property and tenancy at one rate per number of rooms.
7. All parking that is open and accessible to the public, including hotel lots and garages, for which a fee is charged, shall be assessed on the same basis as commercial parking. For purposes of this assessment, commercial parking is defined as a parking space that is open and accessible to the public for which a charge is assessed for the privilege of parking a vehicle in the parking space for a set time.
8. The property taxpayer shall be responsible for apartment assessments.

# 2025 SPECIAL ASSESSMENTS

Chapter 4.31 of the Spokane Municipal Code (SMC), as originally adopted in Ordinance No. C-32923 and as subsequently amended by the City Council, provides for the levy of special assessments upon businesses and properties within the area designated as the Downtown Business Improvement District (BID). The City of Spokane will levy and collect special assessments on an annual basis within the BID from tenants and property owners according to the following assessment formula.

## I. TENANT ASSESSMENT FORMULA

All tenant assessments are based upon square footage of space per lease except where noted. There is an annual minimum assessment of \$112.86 per tenant.

Type of Tenant	Zone 1	Zone 2	Zone 3	Zone 4
Retail Tenants -Ground floor and skywalk	\$0.34	\$0.19	\$0.16	-0-
Office Tenants -Ground floor and skywalk	\$0.19	\$0.18	\$0.15	-0-
Office and Retail Tenants -Upper floors and basement	\$0.15	\$0.14	\$0.12	-0-
Manufacturing Tenants	\$0.15	\$0.14	\$0.12	-0-
Commercial Parking -per space assessment	\$4.68	\$3.90	\$3.12	-0-
Commercial Theaters -per seat assessment	\$3.90	\$2.97	\$2.50	-0-
Apartments -per unit assessment	\$6.25	\$5.46	\$4.68	-0-

## II. PROPERTY OWNER ASSESSMENT FORMULA

Property owner assessments are based upon current values for land plus improvements, no exemptions, and are calculated at a rate per \$1,000 of total assessed value. Each property, including its tenants, shall be assessed under both the tenant and property owner formulas. There is an annual minimum assessment of \$112.86 per property parcel.

Type of Owner	Zone 1	Zone 2	Zone 3	Zone 4
Private Property	\$1.13	\$1.13	\$0.72	-0-
Government	\$0.82	\$0.82	\$0.62	-0-
Residential/Condominiums -per unit assessment	\$0.62 up to a max of \$220.59	\$0.62 up to a max of \$220.59	\$0.41 up to a max of \$220.59	-0-
Public Facilities District	\$0.32	\$0.32	\$0.32	-0-

Combined Tenant/Owner	Zone 1	Zone 2	Zone 3	Zone 4
Hotels and Motels -per room assessment	\$31.21	\$31.21	\$31.21	-0-

## III. GOVERNMENT PARK PROPERTY ASSESSMENT FORMULA

Type	Zone 4
Public Parks -per acre assessment	\$186.71

## IV. GENERAL EXEMPTIONS

The following will be exempt from special assessments, but may choose to voluntarily pay an assessment to receive BID services:

1. Tenants and property owners recognized under Section 501(c)(3) of the Internal Revenue Code as a tax exempt non-profit charitable organization.
2. Government agencies exempt from taxation pursuant to state or federal law.
3. Organizations conducting business in the BID less than 30 days per year.

## 2024 YEAR IN REVIEW

BID assessments collectively fund supplemental services and improvements within the defined BID service area, enhancing—not replacing—existing municipal services. Guided by the BID Ratepayer Advisory Board and feedback from BID Ratepayers, BID programs and services are consistently evaluated and adjusted to meet downtown Spokane's evolving needs.

### IN 2024, ASSESSMENTS SUPPORTED

#### keeping downtown safe and clean

- Security & Hospitality Ambassadors provided uniformed presence seven days a week, addressing over 6,000 citizen assists, calls for service, and contacts with merchants and businesses.
- Supplemental private security patrols were extended during evenings in the busy holiday shopping and summer seasons.
- Hosted de-escalation training workshops for businesses and their employees.
- Security & Clean Team Ambassadors collected over 2,000 bags of trash, removed more than 2,000 graffiti tags, and maintained 190 garden planters and 58 hanging baskets.
- Downtown railroad viaducts and sidewalks were regularly swept, power-washed, sanitized, and snow was removed from crosswalk ramps in winter.
- Supported the Spokane Treatment and Recovery Services (STARS) Car50 program for immediate transport for those seeking substance use treatment.
- Supported the replacement of 80 street trees across the BID.

#### enhancing economic vitality

- Maintained and promoted the BID's online business directory, parking information, and event listings on DowntownSpokane.org.
- Supported new business openings with ribbon cuttings, grand openings, and ongoing promotion of events and specials for existing businesses.
- Awarded over \$20,000 in Small Business Façade Improvement Grants, coaching commercial property and business owners on exterior improvements.
- Grew the "Spokane is Downtown" marketing campaign, highlighting BID small businesses monthly, including the 2nd annual "Best in BID" awards in local publications.
- Distributed an economic snapshot of downtown Spokane, featuring data, editorial profiles, and an updated development map.
- Expanded "Back to Downtown" marketing to engage employees and customers in supporting downtown businesses
- Coordinated parking validation (EasyPark, PremierPark) and promotional parking programs (ShuttlePark) in support of the new Downtown/North Bank STA shuttle launch.

#### expanding programming, events, and place activation

- Partnered with Expo+50 to elevate and activate Downtown.
- Hosted events and activations focused on building a resident and employee community to boost foot traffic, including the re-branded First Fridays, Fall Fest, Holiday Sidewalks, and downtown block parties.
- Supported Spokane Arts in mural repair and new public art installations within the BID.
- Installed new overhead lighting and nearly 100 decorative lights in trees throughout Downtown to enhance its appeal and walkability.
- Supported the development of underused properties for creative housing solutions.
- Organized workshops in partnership with collaborators to offer resources and share best practices with local businesses.
- Invested in enhanced holiday lighting and decorations in the shopping core to establish downtown as a premier holiday destination, complemented by festive events and promotions.

January through September 2024

Power washed  
**25 miles**  
of sidewalk



**2,343** bags of trash  
and **3,791** cardboard  
boxes collected



**6,303** What's Happening eNews  
subscribers. **26%** increase in 2024



Responded to  
**3,404** emergency calls

**2,924** contacts  
with businesses  
and citizens



learn more







## 2025 WORKPLAN

The 2025 BID Management Plan and budget were developed with the BID Ratepayer Advisory Board (RAB) to support a thriving downtown for all. The plan aligns work areas with the strategic planning recommendations issued by Progressive Urban Management Associates (P.U.M.A.) last year to focus the BID's resources to support areas most important to BID Ratepayers.

The 2025 Management Plan blends local needs with national best practices to focus on providing enhanced security, maintenance, beautification, business support services and residential amenities that support a vibrant and vital downtown. Amid rising costs and decreasing assessments, supplemental investment from the Downtown Spokane Partnership (DSP) leverages sponsorships, grants and partnerships to ensure sustained service levels across the BID.

### safe & clean spaces

- Continue daily uniformed staffing levels for Security & Hospitality Ambassadors and Clean Team Ambassadors throughout the BID.
- Implement optimal staffing levels and routes for security patrols, with evaluation of expanded and emphasis patrols when necessary to enhance the feeling of safety downtown.
- Contract with private security to supplement patrols in retail and hospitality areas seasonally.
- Increase Ratepayer contacts and proactive security checks with ongoing CPTED evaluations and Ratepayer education opportunities to increase use of available rebates.
- Remove graffiti, sweep and power wash, remove litter/debris, maintain planters and tree lights, and perform general cleanup work as well as shoveling snow and seasonal activities.
- Continue training and education program for Ambassadors inclusive of crisis intervention, de-escalation techniques, security and personal safety best practices, medical emergency response, etc.
- Improve centralized electronic reporting for Ambassadors and Clean Team to track and report activities, address service requests and identify trends.
- Continue to collaborate and communicate with SPD and private security entities in the BID, including convening the Downtown Security Collaborative.
- Continue to increase coordination with city departments to enhance BID services and improve pedestrian-level infrastructure, including preservation, replacement and maintenance of streetlights, tree canopy, trash cans, etc.
- Continue to partner with Urban Forestry, property owners and building managers to improve street tree health and maintenance, and replacement when necessary.
- Promote 3-1-1 and crime reporting.
- Maintain and expand coordinated communications with service and housing providers to support navigation to housing and services for unhoused populations in the BID.





**“we're committed to staying downtown. we think it's a good central location to be around our clients and other law firms, and we really wanted to stay in the central business district.”**

*~BID Ratepayer Zone 1*

**economic vitality & marketing**

- Continue regular electronic updates to ratepayers, sharing important information, announcements, resources and insights.
- Enhance digital presence of downtown Spokane, including an online events calendar and business directory.
- Increase positive messaging about downtown targeting Ratepayers, workers, and visitors.
- Focus on business retention with assistance to existing businesses in accessing resources and helpful information while elevating awareness of local businesses through storytelling and social media.
- Promote retail and hospitality businesses with robust marketing campaigns designed to increase foot traffic and raise downtown Spokane's visibility, especially during the holiday season.
- Boost downtown employee engagement to support retail and hospitality and cultivate advocates for the downtown community.
- Support downtown brokers and property owners to fill vacant spaces and encourage business growth among historically marginalized communities.
- Review and recommend policies, regulations and projects to support the economic health of downtown with a focus on strategic development of underutilized properties and increased residential density.
- Promote greater use of parking and transportation options, including ParkSpokane, City Line, Downtown/North Bank Shuttle and ShuttlePark to simplify access downtown while leveraging EasyPark validation programs to incentivize retail and recreational activities in the core.
- Share up-to-date market information on downtown Spokane with new materials that communicate trends and information about investment activity, residential density, visitor traffic, business growth, demographics and more.
- Focus on building and deepening relationships with other civic organizations, cultural associations and private entities.

**“i was always impressed by the work done by the bid especially for the modest assessment that was charged.”**

*~BID Ratepayer Zone 3C*





## activation & enhancement of public spaces

- Support a robust, collaborative, and accessible event ecosystem in collaboration with event planners and city departments to encourage and promote events and complementary programming.
- Provide navigation support for event producers with information on permitting and processes to remove some of the uncertainty when hosting events downtown.
- Support programming and activation to improve underutilized public spaces.
- Partner with community organizations on initiatives that emphasize art in public places by artists who are people of color, women and/or historically marginalized communities.
- Implement aesthetic improvements to enhance landscaping, lighting and decorative programs that make Downtown more inviting, attractive and walkable.
- Continue to evaluate beautification and landscaping programs to enhance pedestrian experience while increasing sustainability.
- Encourage infrastructure in downtown development to support activation and programming.

“spokane has made significant progress towards reactivating downtown in the last decade.”

~*BID Ratepayer Zone 2*

## management & administration

- Convene and administer an annual meeting of all ratepayers in February 2025.
- Maintain database of business and property ownership information for the purposes of City of Spokane's billing and collecting special assessments.
- Provide staff assistance to the BID Ratepayer Advisory Board to facilitate annual applications and elections, and meetings.
- Develop the annual workplan and operating budget for the BID utilizing feedback from BID Board.
- Execute a robust annualized ratepayer survey to gauge priorities.
- Maintain BID financial accounts, including liquidity, solvency and compliance with GAAP, RCW 35.87A.010, Spokane Municipal Code 04.31.030, and BID Board designated 17% risk operating reserve.
- Deliver an independent audit report of expenditures.

# 2025 BUDGET

## BUDGET GOALS

- Maintain BID services, with focus on safe and clean programs.
- Support business retention and efforts to reduce storefront vacancy.
- Activate and enhance public spaces with programming and events
- Continue to strategically invest budget reserves while adhering to operating reserve targets.

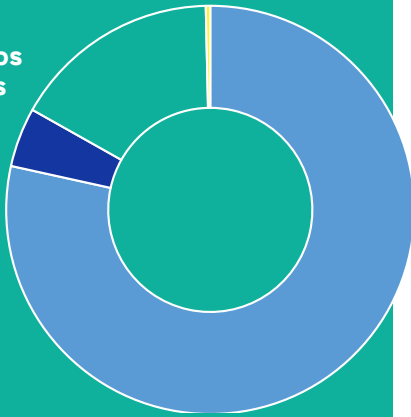
## BUDGET INCOME

bid assessment 78%

security & maintenance supplement 5%

grants, sponsorships & programs 16%

other .1%



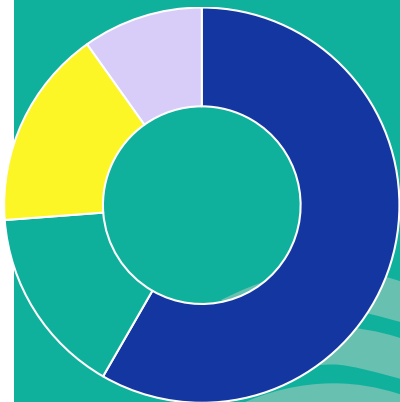
## BUDGET EXPENSES

clean and safe 59%

economic vitality 16%

programming & place enhancement 16%

special projects management & administration 9%



DOWNTOWN BUSINESS IMPROVEMENT DISTRICT (BID)		Projection
<b>REVENUE</b>		
<b>ASSESSMENTS &amp; SUPPLEMENTAL REVENUE</b>		
2025 Assessments		1,753,933
Uncollected Assesments		(87,697)
CPTED Rebates		(2,445)
Prior Assessment Collections		6,000
BID Security & Maintenance Supplement		100,000
Grants, Sponsorships & Programs		57,000
Other Programs - Contracts		294,000
Additional Revenue		7,500
<b>TOTAL REVENUE</b>		<b>2,128,291</b>
<b>EXPENDITURES</b>		
<b>CLEAN &amp; SAFE</b>		
Common Areas Services Expenses		99,300
SODO Contract: Expenses		47,000
Social Service Programs		50,000
Greenscape & Lighting Maintenance		30,000
District Management System		4,000
Salaries, Benefits & Taxes		1,048,645
SODO Contract: Salaries		75,000
Rent, Storage, Fees		59,220
Insurance, Legal & Accounting		23,550
<b>TOTAL</b>		<b>1,436,715</b>
<b>ECONOMIC VITALITY</b>		
Advertising Campaigns		19,000
Business Support Programs		60,000
Wayfinding & Park Spokane		33,500
Marketing & Promotions Campaigns		27,000
Website + Media		60,000
Salaries, Benefits & Taxes		157,953
Rent, Storage, Fees		15,821
Insurance, Legal & Accounting		5,000
<b>TOTAL</b>		<b>378,274</b>
<b>PROGRAMMING &amp; PLACE ENHANCEMENT</b>		
Events & Programming		55,000
Place Enhancement Projects		121,000
Salaries, Benefits & Taxes		206,386
Rent, Storage, Fees		9,795
Insurance, Legal & Accounting		7,205
<b>TOTAL</b>		<b>399,386</b>
<b>SPECIAL PROJECTS, MANGEMENT &amp; ADMINISTRATION</b>		
Administration & Strategic Projects		62,000
Database		1,000
BID Annual Meeting/RAB Meetings		2,500
Salaries, Benefits & Taxes		136,200
Rent, Storage, Fees		8,443
Insurance, Legal & Accounting		13,475
<b>TOTAL</b>		<b>223,618</b>
<b>TOTAL EXPENDITURES</b>		<b>2,437,993</b>

	FY2025
PROJECTED 2024 ENDING BALANCE	406,424
OPERATING RESERVE	329,289
CAPITAL INVESTMENT BOARD DESIGNATION RESERVE	10,600
REMAINING WAYFINDING BOARD DESIGNATION	15,850
2025 UNRESTRICTED FUNDS SURPLUS/(DEFECIT)	40,180
PROJECTED 2025 ENDING BALANCE	395,919

# Downtown Spokane Improvement District 2025 Property Assessment Roll



Parcel #	Zone	Owner Name	Property Address	Type	County Land Value	Structure Value	Total Value	CPTED Rebate	Assessment
25241.0101	3A	INTEGRUS SPOKANE, LLC	10 S CEDAR ST	Private Property	\$1,492,190	\$1,437,600	\$2,929,790	\$0	\$2,104.18
25241.1201	3A	GRAND COULEE BUILDING LLC	106 S CEDAR ST	Private Property	\$272,110	\$4,489,390	\$4,761,500	\$0	\$3,419.71
25241.1202	3A	PARTS WHOLESALERS, INC.	1405 W 1ST AVE	Private Property	\$112,950	\$0	\$112,950	\$0	\$112.86
25241.1203	3A	PARTS WHOLESALERS, INC.	1411 W 1ST AVE	Private Property	\$141,300	\$0	\$141,300	\$0	\$112.86
25241.1204	3A	PARTS WHOLESALERS, INC.	1423 W 1ST AVE	Private Property	\$282,600	\$544,600	\$827,200	\$0	\$594.10
25241.1205	3A	PARTS WHOLESALERS INC	120 S CEDAR ST	Private Property	\$526,500	\$714,600	\$1,241,100	\$0	\$891.36
35181.0003	3C	FED CREDIT UN	601 W MALLON AVE	Private Property	\$669,200	\$2,623,400	\$3,292,600	\$0	\$2,364.75
35181.0032	4	CITY OF SPOKANE	832 N HOWARD ST	Public Parks	114987sqft	2.63973829a		\$0	\$492.87
35181.0042	3C	BUSINESS BUILDING LLC	607 W MALLON AVE	Private Property	\$248,640	\$0	\$248,640	\$0	\$178.57
35182.4304	3C	WONDER SPOKANE LLC	835 N POST ST	Private Property	\$526,000	\$19,091,900	\$19,617,900	\$0	\$14,089.58
35182.4305	3C	WONDER SPOKANE LLC	803 W MALLON	Private Property	\$132,600	\$1,037,300	\$1,169,900	\$0	\$840.22
35182.4401	3C	NORTH LINCOLN, LLC	815 N LINCOLN ST	Private Property	\$144,000	\$0	\$144,000	\$0	\$112.86
35182.4405	3C	TEN TALENTS, LLC	802 N MONROE ST	Private Property	\$540,000	\$3,016,500	\$3,556,500	\$0	\$2,554.28
35182.4406	3C	HUNTER, MIKAYLA L / KYLE D	912 W BROADWAY AVE	Private Property	\$151,200	\$5,000	\$156,200	\$0	\$112.86
35182.4407	3C	NORTH LINCOLN LLC	902 W BROADWAY AVE	Private Property	\$93,600	\$1,500	\$95,100	\$0	\$112.86
35182.4408	3C	NORTH LINCOLN LLC	904 W BROADWAY AVE	Private Property	\$93,600	\$1,500	\$95,100	\$0	\$112.86
35182.4410	3C	SPOKANE, CITY OF	824 N MONROE ST	Government	\$194,400	\$1,307,600	\$1,502,000	\$0	\$924.63
35182.4901	3	JONES, WILLIAM G & ANN T	820 N Post St #101	Residential	\$172,520	\$1,007,100	\$1,179,620	\$0	\$220.59
35182.4902	3	MUNCH LIVING TRUST, W JAMES & VICTORIA E	820 N Post St #102	Residential	\$197,790	\$1,262,800	\$1,460,590	\$0	\$220.59
35182.4903	3	SWARTZ REVOCABLE TRUST	820 N Post St #103	Residential	\$199,880	\$1,331,200	\$1,531,080	\$0	\$220.59
35182.4904	3	BRETT, ROBERT A & CATHLEEN	820 N Post St #104	Residential	\$153,330	\$1,062,800	\$1,216,130	\$0	\$220.59
35182.4905	3	EHRENBERG, THOMAS A & LINDA L	820 N Post St #105	Residential	\$204,060	\$1,357,800	\$1,561,860	\$0	\$220.59
35182.4906	3	MONSON, DONALD L & DEANNA M	820 N Post St #106	Residential	\$199,880	\$1,339,000	\$1,538,880	\$0	\$220.59
35182.4907	3	LILLIE, GERALD C & REGINA M	820 N Post St #201	Residential	\$170,430	\$1,138,100	\$1,308,530	\$0	\$220.59
35182.4908	3	VAUGHN, CYRUS & JANET	820 N Post St #202	Residential	\$397,670	\$2,513,200	\$2,910,870	\$0	\$220.59
35182.4910	3	CUNNINGHAM, DARCY S/EDWARDS, MARK W	820 N Post St #204	Residential	\$153,330	\$1,062,800	\$1,216,130	\$0	\$220.59
35182.4911	3	STONE, BRYAN P & CHERYL A	820 N Post St #205	Residential	\$204,060	\$1,357,800	\$1,561,860	\$0	\$220.59
35182.4912	3	UMBDENSTOCK, RICHARD J & BARBARA J	820 N Post St #206	Residential	\$197,790	\$1,345,200	\$1,542,990	\$0	\$220.59
35182.4913	3	STANDAL, JEFFERY A & PATRICIA M	820 N Post St #301	Residential	\$171,190	\$1,169,500	\$1,340,690	\$0	\$220.59
35182.4914	3	STANDAL, JEFFERY A & PATRICIA M	820 N Post St #302	Residential	\$197,790	\$1,308,900	\$1,506,690	\$0	\$220.59

# Downtown Spokane Improvement District 2025 Property Assessment Roll



35182.4915	3	HENNEBERRY, MICHAEL O & CATHRYN A	820 N Post St #303	Residential	\$199,880	\$1,331,200	\$1,531,080	\$0	\$220.59
35182.4916	3	TVEDTEN, CLIFF	820 N Post St #304	Residential	\$153,330	\$1,069,200	\$1,222,530	\$0	\$220.59
35182.4917	3	SHERIDAN LIVING TRUST	820 N Post St #2646	Residential	\$204,060	\$1,358,300	\$1,562,360	\$0	\$220.59
35182.4918	3	WAYSON REVOCABLE LIVING TRUST	820 N Post St #306	Residential	\$197,790	\$1,345,200	\$1,542,990	\$0	\$220.59
35182.4919	3	BLOOM, HELGA	820 N Post St #401	Residential	\$171,190	\$1,169,500	\$1,340,690	\$0	\$220.59
35182.4920	3	PUGEL, MATTHEW S & DELIGHT E	820 N Post St #402	Residential	\$197,790	\$1,318,400	\$1,516,190	\$0	\$220.59
35182.4921	3	NUGENT MARITAL TRUST	820 N Post St #403	Residential	\$199,880	\$1,319,900	\$1,519,780	\$0	\$220.59
35182.4922	3	REILLY REVOCABLE TRUST, D MICHAEL & PETREA M	820 N Post St #404	Residential	\$153,330	\$1,053,200	\$1,206,530	\$0	\$220.59
35182.4923	3	SHEEHAN, JAMES L/ALBERTS, MARY A	820 N Post St #405	Residential	\$204,060	\$1,364,700	\$1,568,760	\$0	\$220.59
35182.4924	3	HALBICH LIVING TRUST	820 N Post St #406	Residential	\$197,790	\$1,338,800	\$1,536,590	\$0	\$220.59
35182.4925	3	LAWSON, WILLIAM J & CAROL K	820 N Post St #501	Residential	\$242,440	\$1,759,800	\$2,002,240	\$0	\$220.59
35182.4926	3	GUMP, TIMOTHY K & REBECCA L	820 N Post St #502	Residential	\$242,440	\$1,579,400	\$1,821,840	\$0	\$220.59
35182.4927	3	POST STREET CONDO, LLC	820 N Post St #503	Residential	\$243,770	\$1,588,300	\$1,832,070	\$0	\$220.59
35182.4928	3	MURPHY FAMILY TRUST	820 N Post St #504	Residential	\$288,990	\$1,858,900	\$2,147,890	\$0	\$220.59
35182.4929	3	DAVIES, RICH & KIRSTIN	820 N Post St #601	Residential	\$310,840	\$2,001,500	\$2,312,340	\$0	\$220.59
35182.4930	3	BRETT 1989 REVOCABLE TRUST	820 N Post St #602	Residential	\$314,260	\$1,991,200	\$2,305,460	\$0	\$220.59
35182.4931	3	BARBIERI, DONALD K/SMITH, SHARON K	820 N Post St #603	Residential	\$355,300	\$2,111,700	\$2,467,000	\$0	\$220.59
35182.4932	3	ROBINSON IRREVOCABLE TRUST II	820 N Post St #604 6D	Residential	\$349,220	\$2,194,600	\$2,543,820	\$0	\$220.59
35183.0003	3	MAD ANTHONY'S INC	520 N LINCOLN ST	Private Property	\$2,606,250	\$810,600	\$3,416,850	\$0	\$2,453.98
35183.0023	3	LOW FAMILY TRUST	625 N MONROE ST	Private Property	\$177,450	\$124,900	\$302,350	\$0	\$217.15
35183.0033	3	FALLS, LLC	630 N LINCOLN ST	Private Property	\$961,890	\$0	\$961,890	\$0	\$690.83
35183.0034	3C	FALLS, LLC	829 W BROADWAY AVE	Private Property	\$2,376,190	\$0	\$2,376,190	\$0	\$1,706.58
35183.0057	4	SPOKANE, CITY OF	418 N MONROE ST	Public Parks	32938sqft	0.75615243a		\$0	\$141.18
35183.0062	1	SPOKANE PUBLIC LIBRARY	906 W MAIN AVE	Exempt	\$3,415,580	\$20,437,900	\$23,853,480	\$0	\$0.00
35183.0063	4	SPOKANE, CITY OF	UNKNOWN	Public Parks	5297sqft	0.1216024a		\$0	\$112.86
35183.0065	4	SPOKANE, CITY OF	730 N POST ST	Public Parks	14453sqft	0.33179522a		\$0	\$112.86
35183.0092	2	SPOKANE CLUB	1002 W MAIN AVE	Private Property	\$1,611,290	\$1,177,800	\$2,789,090	\$0	\$3,147.77
35183.0095	3	SCHMELZER, ALLEN D & JERI ANN	609 N MONROE ST	Private Property	\$443,610	\$0	\$443,610	\$0	\$318.60
35183.0301	1	WALL STREET LLC	221 N WALL ST	Private Property	\$1,595,600	\$8,747,500	\$10,343,100	\$0	\$11,673.22
35183.0308	1	ROBERTS/BOTZ/SCHOEDEL/ETAL	708 W MAIN AVE	Private Property	\$569,840	\$803,500	\$1,373,340	\$0	\$1,549.95
35183.0310	1	702, LLC	207 N WALL ST	Private Property	\$169,040	\$2,240,500	\$2,409,540	\$0	\$2,719.41
35183.0311	1	702, LLC	702 W MAIN AVE	Private Property	\$150,080	\$0	\$150,080	\$0	\$169.38
35183.0320	1	RIVER PARK SQUARE LLC	777 W MAIN AVE	Private Property	\$0	\$11,433,500	\$11,433,500	\$0	\$12,903.85
35183.0321	1	RIVER PARK SQUARE, LLC	808 W MAIN AVE	Private Property	\$0	\$34,022,200	\$34,022,200	\$0	\$38,397.45
35183.0322	1	RIVER PARK SQUARE, LLC	825 W MAIN AVE	Private Property	\$0	\$12,430,100	\$12,430,100	\$0	\$14,028.61



# Downtown Spokane Improvement District 2025 Property Assessment Roll



35183.0324	1	RIVER PARK SQUARE, LLC	808 W MAIN AVE	Private Property	\$11,617,580	\$0	\$11,617,580	\$0	\$13,111.60
35183.0325	1	RIVER PARK SQUARE LLC	706 W MAIN AVE	Private Property	\$387,520	\$1,632,700	\$2,020,220	\$0	\$2,280.02
35183.0405	1	MZB, LLC	110 N POST ST	Private Property	\$264,600	\$819,200	\$1,083,800	\$0	\$1,223.18
35183.0406	1	GVD COMMERCIAL PROPERTIES, INC	726 W RIVERSIDE AVE	Private Property	\$641,250	\$1,665,500	\$2,306,750	\$0	\$2,603.40
35183.0407	1	HRUSKA PROPERTIES LLC	718 W RIVERSIDE AVE	Private Property	\$599,700	\$1,963,300	\$2,563,000	\$0	\$2,892.60
35183.0408	1	ALEXANDER GOODS DEPOT, LLC	710 W RIVERSIDE AVE	Private Property	\$1,498,880	\$3,656,400	\$5,155,280	\$0	\$5,818.25
35183.0507	2	PEYTON PROJECT, LLC	10 N POST ST	Private Property	\$1,216,960	\$9,770,600	\$10,987,560	\$0	\$12,400.56
35183.0508	2	SPOKANE TRANSIT AUTHORITY	701 W RIVERSIDE AVE	Government	\$2,820,640	\$11,445,300	\$14,265,940	\$0	\$11,709.48
35183.0607	2	HARE & GRIFFITHS LLC	825 W RIVERSIDE AVE	Private Property	\$506,250	\$667,000	\$1,173,250	\$0	\$1,324.13
35183.0608	2	DIAMOND PARKING INC	822 W SPRAGUE AVE	Private Property	\$495,000	\$4,478,800	\$4,973,800	\$0	\$5,613.43
35183.0609	2	MYSTERY BUILDING LLC	816 W SPRAGUE AVE	Private Property	\$247,500	\$1,240,500	\$1,488,000	\$0	\$1,679.36
35183.0614	2	DVP LUSSO HOLDINGS, LLC	1 N POST ST	Hotels & Motels	\$540,000	\$4,664,600	\$5,204,600	\$0	\$0.00
35183.0615	2	RIVERSIDE AND POST LLC	801 W RIVERSIDE AVE	Private Property	\$1,621,200	\$3,689,000	\$5,310,200	\$0	\$5,993.09
35183.0616	2	GENESEE BLOCK LLC	821 W RIVERSIDE AVE	Private Property	\$326,250	\$668,250	\$994,500	\$0	\$1,122.39
35183.0705	1	LINCOLN PLAZA LLC	818 W RIVERSIDE AVE	Private Property	\$2,285,280	\$12,000,500	\$14,285,780	\$0	\$16,122.93
35183.0708	1	GRANT BUILDING LLC	802 W RIVERSIDE AVE	Private Property	\$1,147,360	\$4,573,400	\$5,720,760	\$0	\$6,456.45
35183.0901	2	BULLCO CO	901 W RIVERSIDE AVE	Private Property	\$630,000	\$1,742,500	\$2,372,500	\$0	\$2,677.60
35183.0904	2	COWLES REAL ESTATE COMPANY	999 W RIVERSIDE AVE	Private Property	\$446,600	\$4,208,100	\$4,654,700	\$0	\$5,253.29
35183.0905	2	COWLES REAL ESTATE CO	926 W SPRAGUE AVE	Private Property	\$495,000	\$7,134,200	\$7,629,200	\$0	\$8,610.32
35183.0906	2	COWLES REAL ESTATE COMPANY	914 W SPRAGUE AVE	Private Property	\$378,000	\$21,400	\$399,400	\$0	\$450.76
35183.0907	2	HARE & GRIFFITHS	912 W SPRAGUE AVE	Private Property	\$126,000	\$408,300	\$534,300	\$0	\$603.01
35183.0908	2	HARE & GRIFFITHS LLC	908 W SPRAGUE AVE	Private Property	\$504,000	\$329,600	\$833,600	\$0	\$940.80
35183.0909	2	COWLES REAL ESTATE COMPANY	925 W RIVERSIDE AVE	Private Property	\$983,850	\$8,574,200	\$9,558,050	\$0	\$10,787.22
35183.1014	2	COWLES REAL ESTATE COMPANY	1023 W RIVERSIDE AVE	Private Property	\$657,000	\$566,600	\$1,223,600	\$0	\$1,380.95
35183.1017	2	COWLES REAL ESTATE COMPANY	1 N MONROE ST	Private Property	\$2,598,670	\$13,943,300	\$16,541,970	\$0	\$18,669.27
35183.1101	3	CATHEDRAL OF OUR LADY OF LOURDES-SPOKANE	1115 W RIVERSIDE AVE	Exempt	\$1,630,720	\$3,948,700	\$5,579,420	\$0	\$0.00
35183.1106	3	CATHEDRAL OF OUR LADY OF LOURDES-SPOKANE	15 N MADISON ST	Exempt	\$112,000	\$409,000	\$521,000	\$0	\$0.00

# Downtown Spokane Improvement District

## 2025 Property Assessment Roll



35183.1109	3	NEW CATHEDRAL PLAZA LLC	1120 W SPRAGUE AVE	Exempt	\$585,000	\$21,064,500	\$21,649,500	\$0	\$0.00
35183.1110	3	COWLES REAL ESTATE CO	1102 W SPRAGUE AVE	Private Property	\$555,000	\$2,781,300	\$3,336,300	\$0	\$2,396.13
35183.1204	3	SAN MARCO 40, LLC	1218 W SPRAGUE AVE	Private Property	\$150,000	\$2,100	\$152,100	\$0	\$112.86
35183.1205	3	EDWIDGE APTS, LLC	1227 W RIVERSIDE AVE	Private Property	\$132,720	\$1,442,680	\$1,575,400	\$0	\$1,131.45
35183.1206	3	SAN MARCO 40, LLC	1222 W SPRAGUE AVE	Private Property	\$120,000	\$1,700	\$121,700	\$0	\$112.86
35183.1207	3	SAN MARCO 40, LLC	1230 W SPRAGUE AVE	Private Property	\$505,090	\$4,374,910	\$4,880,000	\$0	\$3,504.82
35183.1208	3	MYRTLE 21 LLC	1214 W SPRAGUE AVE	Private Property	\$154,000	\$1,696,600	\$1,850,600	\$0	\$1,329.10
35183.1211	3	CAFERRO, RONALD & THERESA	1219 W RIVERSIDE AVE	Residential	\$100,240	\$1,827,600	\$1,927,840	\$0	\$220.59
35183.1212	3	1221 W RIVERSIDE LLC	1221 W RIVERSIDE AVE	Residential	\$100,240	\$1,020,600	\$1,120,840	\$0	\$220.59
35183.1213	3	ANDERSON, RONALD D	1223 W RIVERSIDE AVE	Residential	\$100,240	\$1,577,900	\$1,678,140	\$0	\$220.59
35183.1214	3	FLEMING, KARL N & SUZANNE W	1225 W RIVERSIDE AVE	Residential	\$100,240	\$1,079,800	\$1,180,040	\$0	\$220.59
35183.1215	3	DIXON II, HAL R & VICKI M	1209 W RIVERSIDE AVE	Residential	\$100,240	\$825,200	\$925,440	\$0	\$220.59
35183.1216	3	CALLANT, GRANT & SHANNON	1211 W RIVERSIDE AVE	Residential	\$100,240	\$850,400	\$950,640	\$0	\$220.59
35183.1217	3	NOSBAUM, LEROY & BRENDA	1215 W RIVERSIDE AVE	Residential	\$100,240	\$1,254,200	\$1,354,440	\$0	\$220.59
35183.1224	3	1203 PROPERTIES, LLP	1203 W RIVERSIDE AVE	Private Property	\$262,980	\$3,108,800	\$3,371,780	\$0	\$2,421.61
35183.1225	3	1203 PROPERTIES, LLP	1202 W SPRAGUE AVE	Private Property	\$291,000	\$4,100	\$295,100	\$0	\$211.94
35183.1301	3	MILFORDS BUILDING LLC	719 N MONROE ST	Private Property	\$280,800	\$842,500	\$1,123,300	\$0	\$806.75
35183.1303	3	PEAK HOMES, LLC	701 N MONROE ST	Private Property	\$420,000	\$2,301,200	\$2,721,200	\$0	\$1,954.37
35183.1404	3	921 WEST BROADWAY, LLC	921 W BROADWAY AVE	Private Property	\$144,000	\$1,022,400	\$1,166,400	\$0	\$837.71
35183.1405	3	PIONEER HUMAN SERVICES	925 W BROADWAY AVE	Private Property	\$288,000	\$2,067,900	\$2,355,900	\$0	\$1,692.01
35183.1406	3	LAWRENCE B STONE PROPERTIES #711 LLC	711 N LINCOLN ST	Private Property	\$180,000	\$100,800	\$280,800	\$0	\$201.67
35183.1408	3	LINC LOFTS, LLC	714 N MONROE ST	Private Property	\$144,000	\$2,000	\$146,000	\$0	\$112.86
35183.1409	3	SHOFAR ENTERPRISES, LLC	712 N MONROE ST	Private Property	\$120,000	\$182,500	\$302,500	\$0	\$217.26

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35183.1410	3	TEC INVESTMENTS, LLC	706 N MONROE ST	Private Property	\$222,000	\$863,800	\$1,085,800	\$0	\$779.82
35183.1411	3	KLEIN GRIFFITH PROPERTIES GROUP, LLC	628 N MONROE ST	Private Property	\$162,000	\$690,600	\$852,600	\$0	\$612.34
35183.1414	3	DIAMOND PARKING INC.	605 N LINCOLN ST	Private Property	\$306,000	\$8,200	\$314,200	\$0	\$225.66
35183.1418	3	DIAMOND PARKING INC.	UNKNOWN	Private Property	\$162,000	\$4,400	\$166,400	\$0	\$119.51
35183.1422	3	SPOKANE, CITY OF	514 N MONROE ST	Government	\$126,000	\$0	\$126,000	\$0	\$112.86
35183.1423	3	SPOKANE, CITY OF	504 N MONROE ST	Government	\$180,000	\$0	\$180,000	\$0	\$112.86
35183.1427	3	GARRAS, BILLY J	601 N LINCOLN ST	Private Property	\$216,000	\$0	\$216,000	\$0	\$155.13
35183.1428	3	DIAMOND PARKING INC.	610 N MONROE ST	Private Property	\$297,000	\$8,000	\$305,000	\$0	\$219.05
35183.1429	3	LAWRENCE B STONE PROPERTIES #711 LLC	UNKNOWN	Private Property	\$180,000	\$0	\$180,000	\$0	\$129.28
35183.1431	3	MAD ANTHONYS INC	625 N LINCOLN ST	Private Property	\$450,000	\$0	\$450,000	\$0	\$323.19
35183.1432	3	LAWRENCE B STONE PROPERTIES #901 LLC	901 W BROADWAY AVE	Private Property	\$216,000	\$605,600	\$821,600	\$0	\$590.07
35183.1433	3	LAWRENCE B STONE PROPERTIES #901 LLC	909 W BROADWAY AVE	Private Property	\$216,000	\$3,100	\$219,100	\$0	\$157.36
35183.1434	3	SPOKANE, CITY OF	517 N LINCOLN ST	Government	\$900,000	\$0	\$900,000	\$0	\$554.04
35183.1435	3	SPOKANE, CITY OF	521 N LINCOLN ST	Government	\$18,000	\$0	\$18,000	\$0	\$112.86
35183.1436	3	GARRAS, BILLY J	602 N MONROE ST	Private Property	\$468,000	\$453,700	\$921,700	\$0	\$661.96
35183.1437	3	SPOKANE, CITY OF	519 N LINCOLN ST	Government	\$252,000	\$0	\$252,000	\$0	\$155.13
35183.1438	3	NORTH FALLS LLC	618 N MONROE ST	Private Property	\$405,120	\$176,100	\$581,220	\$0	\$417.43
35183.1439	3	ISLAND OFFICE PLAZA	915 W BROADWAY AVE	Private Property	\$216,000	\$721,600	\$937,600	\$0	\$673.38
35183.1501	1	SPOKANE, CITY OF	808 W SPOKANE FALLS BLVD	Government	\$2,329,000	\$19,060,000	\$21,389,000	\$0	\$17,556.09
35183.1511	1	CITY OF SPOKANE	321 N POST	Government	\$2,369,970	\$1,048,100	\$3,418,070	\$0	\$2,805.55
35183.1512	1	CITY OF SPOKANE	930 W SPOKANE FALLS BLVD	Government	\$2,575,240	\$0	\$2,575,240	\$0	\$2,113.76
35183.1513	1	CITY OF SPOKANE	930 W SPOKANE FALLS BLVD	Government	\$15,510	\$0	\$15,510	\$0	\$112.86
35183.2207	3	MHC2 INVESTMENTS, LLC	1225 W MAIN AVE	Private Property	\$60,000	\$800	\$60,800	\$0	\$112.86
35183.2208	3	MHC2 INVESTMENTS, LLC	1229 W MAIN AVE	Private Property	\$60,000	\$800	\$60,800	\$0	\$112.86
35183.2209	3	MHC2 INVESTMENTS, LLC	1227 W MAIN AVE	Private Property	\$69,750	\$1,000	\$70,750	\$0	\$112.86
35183.2210	3	MHC2 INVESTMENTS, LLC	1213 W MAIN AVE	Private Property	\$134,820	\$1,900	\$136,720	\$0	\$112.86
35183.2211	3	MHC2 INVESTMENTS, LLC	1223 W MAIN AVE	Private Property	\$159,930	\$2,200	\$162,130	\$0	\$116.44
35183.2212	3	MHC2 INVESTMENTS, LLC	1209 W MAIN AVE	Private Property	\$259,860	\$3,500	\$263,360	\$0	\$189.15
35183.2222	3	MHC2 INVESTMENTS, LLC	1212 W RIVERSIDE AVE	Private Property	\$286,500	\$3,000	\$289,500	\$0	\$207.92
35183.2223	3	MHC2 INVESTMENTS, LLC	1208 W RIVERSIDE AVE	Private Property	\$283,500	\$3,100	\$286,600	\$0	\$205.84
35183.2224	3	MHC2 INVESTMENTS, LLC	UNKNOWN	Private Property	\$216,000	\$2,800	\$218,800	\$0	\$157.14
35183.2225	3	WARRENS WORLD LLC	UNKNOWN	Private Property	\$135,000	\$0	\$135,000	\$0	\$112.86

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35183.2229	3	MHC2 INVESTMENTS, LLC	1110 W RIVERSIDE AVE	Private Property	\$769,800	\$781,700	\$1,551,500	\$0	\$1,114.29
35183.2230	3	PHILANTHROPY CENTER, LLC	1020 W RIVERSIDE AVE	Exempt	\$231,810	\$746,900	\$978,710	\$0	\$0.00
35183.2231	2	SPOKANE CITY CLUB	1002 W RIVERSIDE AVE	Private Property	\$444,390	\$2,364,600	\$2,808,990	\$0	\$3,170.23
35183.2233	3	MHC2 INVESTMENTS, LLC	1220 W RIVERSIDE AVE	Private Property	\$239,850	\$2,400	\$242,250	\$0	\$173.98
35183.2234	3	RIVERFALLS TOWER DEVELOPMENT CO.	1224 W RIVERSIDE AVE	Private Property	\$910,520	\$18,299,580	\$19,210,100	\$0	\$13,796.69
35183.2235	3	WARRENS WORLD LLC	112 N WRIGHT ST	Private Property	\$15,750	\$0	\$15,750	\$0	\$112.86
35183.2236	3	WEST 1124 RIVERSIDE, LLC	1204 W RIVERSIDE AVE	Private Property	\$885,900	\$235,500	\$1,121,400	\$0	\$805.39
35183.2238	3	WEST 1124 RIVERSIDE, LLC	1124 W RIVERSIDE AVE	Private Property	\$549,600	\$4,329,000	\$4,878,600	\$0	\$3,503.81
35183.2239	3	WEST 1116 RIVERSIDE AVE, LLC	1116 W RIVERSIDE AVE	Private Property	\$480,000	\$3,496,600	\$3,976,600	\$0	\$2,855.99
35183.2241	3	WARRENS WORLD LLC	124 N WRIGHT ST	Private Property	\$580,860	\$0	\$580,860	\$0	\$417.17
35183.2243	3	WARRENS WORLD LLC	UNKNOWN	Private Property	\$341,980	\$0	\$341,980	\$0	\$245.61
35183.2308	2	USA	904 W RIVERSIDE AVE	Exempt	\$2,481,830	\$12,077,100	\$14,558,930	\$0	\$0.00
35183.2309	2	USA	920 W RIVERSIDE AVE	Exempt	\$3,960,380	\$24,781,800	\$28,742,180	\$0	\$0.00
35183.2501	1	CPC DEVELOPMENT COMPANY	825 W MAIN AVE UNIT A	Private Property	\$849,620	\$600,400	\$1,450,020	\$0	\$1,636.49
35183.2502	1	CPC DEVELOPMENT COMPANY	825 W MAIN AVE UNIT B	Private Property	\$849,620	\$2,488,300	\$3,337,920	\$0	\$3,767.18
35183.2503	1	CPC DEVELOPMENT COMPANY	825 W MAIN AVE UNIT C	Private Property	\$849,620	\$2,049,800	\$2,899,420	\$0	\$3,272.29
35183.2601	1	MICIAK, RONALD & DEBORAH	809 W MAIN AVE UNIT 201	Residential	\$87,680	\$823,400	\$911,080	\$0	\$220.59
35183.2602	1	MSB KENNEDY LIVING TRUST	809 W MAIN AVE UNIT 202	Residential	\$90,650	\$1,491,700	\$1,582,350	\$0	\$220.59
35183.2603	1	OVERSTREET, RONALD P JR & AUDREY D	809 W MAIN AVE UNIT 203	Residential	\$85,400	\$1,152,700	\$1,238,100	\$0	\$220.59
35183.2604	1	BRANNON, JEFFREY G & TONI M	809 W MAIN AVE UNIT 204	Residential	\$96,430	\$1,047,000	\$1,143,430	\$0	\$220.59
35183.2605	1	LEE, JOHN W & JANELLE L	809 W MAIN AVE	Residential	\$101,500	\$1,264,600	\$1,366,100	\$0	\$220.59
35183.2606	1	JACKSON LIVING TRUST, STEPHEN AND LODI	809 W MAIN AVE UNIT 206	Residential	\$91,000	\$1,251,800	\$1,342,800	\$0	\$220.59
35183.2607	1	KNOX REVOCABLE TRUST	809 W MAIN AVE UNIT 301	Residential	\$111,130	\$2,013,400	\$2,124,530	\$0	\$220.59



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35183.2608	1	PRUSSACK, CHARLES N & SUSAN L MARCUSON-	809 W MAIN AVE UNIT 302	Residential	\$106,580	\$644,800	\$751,380	\$0	\$220.59
35183.2609	1	&KLOTH, INC	809 W MAIN AVE UNIT 303	Residential	\$103,080	\$1,620,300	\$1,723,380	\$0	\$220.59
35183.2610	1	SELECT CREDIT AND LEASING, LLC	809 W MAIN AVE UNIT 304	Residential	\$92,750	\$1,241,900	\$1,334,650	\$0	\$220.59
35183.2611	1	REDMOND, PAUL A	809 W MAIN AVE UNIT 305-6	Residential	\$126,180	\$1,258,100	\$1,384,280	\$0	\$220.59
35183.2612	1	THOMAS, JEFFREY P & REGINA K	809 W MAIN AVE UNIT 307	Residential	\$63,000	\$748,300	\$811,300	\$0	\$220.59
35183.2613	1	KAYA, HAKAN & HULYA	809 W MAIN AVE UNIT 308	Residential	\$91,880	\$1,033,700	\$1,125,580	\$0	\$220.59
35183.2614	1	BLAKE, KRISTIANNE & JOHN C	809 W MAIN AVE UNIT 309	Residential	\$84,350	\$881,200	\$965,550	\$0	\$220.59
35183.2615	1	ELSE, AUSTIN & SHANNON	809 W MAIN AVE UNIT 310	Residential	\$80,330	\$810,900	\$891,230	\$0	\$220.59
35183.2616	1	WANG, LIHUA	809 W MAIN AVE UNIT 311	Residential	\$105,180	\$1,122,200	\$1,227,380	\$0	\$220.59
35183.2617	1	THOMAS JR, TED R & NOREEN C	809 W MAIN AVE UNIT 312	Residential	\$121,980	\$1,267,100	\$1,389,080	\$0	\$220.59
35183.2618	1	JOHNSON, JACK W	809 W MAIN AVE UNIT 313	Residential	\$121,450	\$1,271,100	\$1,392,550	\$0	\$220.59
35183.2619	1	JOHN & RITA SANTILLANES, LLC	809 W MAIN AVE UNIT 314	Residential	\$115,500	\$1,259,500	\$1,375,000	\$0	\$220.59
35183.2620	1	ROSS, JACQUELINE A	809 W MAIN AVE UNIT 315	Residential	\$45,450	\$1,309,600	\$1,355,050	\$0	\$220.59
35183.3301	1	FLT CRESCENT LLC	719 W MAIN AVE UNIT 1	Private Property	\$234,980	\$2,367,200	\$2,602,180	\$0	\$2,936.82
35183.3302	1	FPA CRESCENT ASSOCIATES	719 W MAIN AVE UNIT 22	Private Property	\$252,680	\$2,461,600	\$2,714,280	\$0	\$3,063.34
35183.3303	1	FPA CRESCENT ASSOCIATES	719 W MAIN AVE UNIT 3	Private Property	\$1,728,830	\$11,476,000	\$13,204,830	\$0	\$14,902.97
35184.0001	3	SPOKANE PUBLIC FACILITIES DISTRICT	334 W SPOKANE FALLS BLVD	PFD	\$11,035,380	\$29,113,900	\$40,149,280	\$0	\$12,769.88
35184.0002	3	SPOKANE PUBLIC FACILITIES DISTRICT	UNKNOWN	PFD	\$1,032,140	\$0	\$1,032,140	\$0	\$328.28
35184.0025	3	DVP CENTENNIAL HOLDINGS, LLC	201 W NORTH RIVER DR	Private Property	\$1,408,770	\$19,900	\$1,428,670	\$0	\$1,026.07
35184.0026	3	AVISTA CORPORATION	UNKNOWN	Private Property	\$135,610	\$0	\$135,610	\$0	\$112.86
35184.0027	3	AVISTA CORPORATION	UNKNOWN	Private Property	\$546,100	\$0	\$546,100	\$0	\$392.21
35184.0065	3	SPOKANE, CITY OF	UNKNOWN	Government	\$2,401,700	\$0	\$2,401,700	\$0	\$1,478.49
35184.0069	4	CITY OF SPOKANE	507 N HOWARD ST	Public Parks	35600sqft	0.81726354a		\$0	\$152.59

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35184.0083	3	SPOKANE PUBLIC FACILITIES DISTRICT	332 N SPOKANE FALLS CT	PFD	\$1,833,420	\$0	\$1,833,420	\$0	\$583.14
35184.0088	3	ICP SPOKANE II, LLC	201 W NORTH RIVER DR	Private Property	\$2,299,950	\$16,439,300	\$18,739,250	\$0	\$13,458.53
35184.0091	3	RIVEREDGE, LLC	101 W NORTH RIVER DR	Private Property	\$1,801,860	\$1,983,700	\$3,785,560	\$0	\$2,718.79
35184.0092	3	BANEY MARITAL TRUST	115 W NORTH RIVER DR	Hotels & Motels	\$1,683,360	\$11,432,900	\$13,116,260	\$0	\$0.00
35184.0093	3	DR SPOKANE CITY CENTER LLC	322 N SPOKANE FALLS CT	Hotels & Motels	\$4,660,660	\$21,330,700	\$25,991,360	\$0	\$0.00
35184.0407	3	SPOKANE PUBLIC FACILITIES DISTRICT	UNKNOWN	PFD	\$434,690	\$0	\$434,690	\$0	\$138.26
35184.0605	3	T & A PROPERTY HOLDINGS LLC	220 W MAIN AVE	Private Property	\$553,800	\$1,070,800	\$1,624,600	\$0	\$1,166.79
35184.0606	3	WINTER, BRIAN L & BRUCE L	231 W SPOKANE FALLS BLVD	Private Property	\$369,200	\$3,000	\$372,200	\$0	\$267.31
35184.0614	3	FOUNDRY UNITED, LLC	244 W MAIN AVE	Private Property	\$420,890	\$2,424,200	\$2,845,090	\$0	\$2,043.34
35184.0615	3	WINTER, BRIAN L & BRUCE L	241 W MAIN AVE	Private Property	\$161,200	\$1,300	\$162,500	\$0	\$116.71
35184.0616	3	WINTER, BRIAN L & BRUCE L	236 W MAIN AVE	Private Property	\$208,000	\$1,700	\$209,700	\$0	\$150.61
35184.0617	3	WINTER, BRIAN L & BRUCE L	232 W MAIN AVE	Private Property	\$369,200	\$3,000	\$372,200	\$0	\$267.31
35184.0618	3	WINTER, BRIAN L & BRUCE L	228 W MAIN AVE	Private Property	\$369,200	\$3,000	\$372,200	\$0	\$267.31
35184.0620	3	WINTER, BRIAN L & BRUCE L	224 W MAIN AVE	Private Property	\$184,600	\$1,500	\$186,100	\$0	\$133.66
35184.0624	3	WINTER, BRIAN L & BRUCE L	237 W SPOKANE FALLS BLVD	Private Property	\$369,200	\$3,000	\$372,200	\$0	\$267.31
35184.0627	3	PARK TOWER SENIOR HOUSING LP	217 W SPOKANE FALLS BLVD	Exempt	\$1,476,800	\$18,305,600	\$19,782,400	\$0	\$0.00
35184.0628	3	SPOKANE SCHOOL DISTRICT #81	200 N BERNARD ST	Government	\$841,780	\$8,928,800	\$9,770,580	\$0	\$6,014.77
35184.0629	3	SPOPRO LLC	245 W SPOKANE FALLS BLVD	Private Property	\$420,890	\$515,000	\$935,890	\$0	\$672.16
35184.0631	3	WESTERN MINE SERVICES	207 W SPOKANE FALLS BLVD	Private Property	\$738,350	\$553,900	\$1,292,250	\$0	\$928.09
35184.0632	3	WESTERN MINE SERVICES	210 W MAIN AVE	Private Property	\$1,107,600	\$25,700	\$1,133,300	\$0	\$813.94
35184.0633	3	FRUCI FAMILY LLC	259 W SPOKANE FALLS BLVD	Private Property	\$874,150	\$3,222,600	\$4,096,750	\$0	\$2,942.29
35184.0801	3	301 MAIN AVE, LLC	301 W MAIN AVE	Private Property	\$284,000	\$2,246,500	\$2,530,500	\$0	\$1,817.41
35184.0802	3	JRD PARKING, LLC	307 W MAIN AVE	Private Property	\$369,200	\$3,000	\$372,200	\$0	\$267.31
35184.0803	3	COLONIAL CITY	111 N BERNARD ST	Private Property	\$282,880	\$2,903,920	\$3,186,800	\$0	\$2,288.76
35184.0804	3	314 RIVERSIDE, LLC	310 W RIVERSIDE AVE	Private Property	\$449,230	\$31,300	\$480,530	\$0	\$345.12
35184.0903	3	ALBISU, CRUZ	209 W MAIN AVE	Private Property	\$369,200	\$103,500	\$472,700	\$0	\$339.49
35184.0904	3	ALBISU, CRUZ	215 W MAIN AVE	Private Property	\$369,200	\$16,000	\$385,200	\$0	\$276.65
35184.0908	3	WOODHEAD PROPERTIES LLC	239 W MAIN AVE	Private Property	\$369,200	\$1,109,700	\$1,478,900	\$0	\$1,062.15

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35184.0911	3	DAVIS TERRA FIRMA LLC	256 W RIVERSIDE AVE	Private Property	\$790,090	\$139,800	\$929,890	\$0	\$667.85
35184.0919	3	LI, GANG/SHAO, LOO JIN	230 W RIVERSIDE AVE	Private Property	\$568,000	\$638,800	\$1,206,800	\$0	\$866.72
35184.0920	3	221 WEST MAIN OFFICE BUILDING L.L.C.	221 W MAIN	Private Property	\$553,800	\$391,000	\$944,800	\$0	\$678.56
35184.0921	3	WEST MAIN OFFICE BUILDING LLC	225 W MAIN AVE	Private Property	\$553,800	\$391,000	\$944,800	\$0	\$678.56
35184.0922	3	SCHMIDT 245 MAIN LLC	245 W MAIN AVE	Private Property	\$477,120	\$5,685,080	\$6,162,200	\$0	\$4,425.69
35184.0923	3	SPOKANE SCHOOL DISTRICT #81	247 W MAIN AVE	Government	\$793,000	\$6,500	\$799,500	\$0	\$492.17
35184.0925	3	UNIVERSITY DISTRICT PUBLIC DEVELOPMENT AUTHORITY	207 W MAIN AVE	Exempt	\$369,200	\$0	\$369,200	\$0	\$0.00
35184.0926	3	UNIVERSITY DISTRICT PUBLIC DEVELOPMENT AUTHORITY	201 W MAIN AVE	Exempt	\$369,200	\$341,300	\$710,500	\$0	\$0.00
35184.0927	3	RIVERSIDE AND BROWNE INVESTMENT LLC	206 W RIVERSIDE AVE	Private Property	\$568,000	\$0	\$568,000	\$0	\$407.94
35184.0928	3	RIVERSIDE AND BROWNE INVESTMENT LLC	206 W RIVERSIDE AVE	Private Property	\$568,000	\$24,451,100	\$25,019,100	\$0	\$17,968.72
35184.1201	3	201 RIVERSIDE, LLC	201 W RIVERSIDE AVE	Private Property	\$222,300	\$755,200	\$977,500	\$0	\$702.04
35184.1202	3	ALGER BRISTOL & LOT 82, LLC	203 W RIVERSIDE AVE	Private Property	\$95,000	\$1,000	\$96,000	\$0	\$112.86
35184.1203	3	ALGER BRISTOL & LOT 82 LLC	210 W SPRAGUE AVE	Private Property	\$336,000	\$1,324,600	\$1,660,600	\$0	\$1,192.64
35184.1204	3	ALGER BRISTOL & LOT 82, LLC	209 W RIVERSIDE AVE	Private Property	\$114,000	\$1,200	\$115,200	\$0	\$112.86
35184.1205	3	ALGER BRISTOL & LOT 82, LLC	211 W RIVERSIDE AVE	Private Property	\$358,000	\$3,800	\$361,800	\$0	\$259.84
35184.1206	3	ALGER BRISTOL & LOT 82, LLC	215 W RIVERSIDE AVE	Private Property	\$358,000	\$3,800	\$361,800	\$0	\$259.84
35184.1207	3	STUDIO 24 LLC	221 W RIVERSIDE AVE	Private Property	\$180,000	\$1,621,400	\$1,801,400	\$0	\$1,293.77
35184.1208	3	ALGER BRISTOL & LOT 82, LLC	224 W SPRAGUE AVE	Private Property	\$178,000	\$1,500	\$179,500	\$0	\$128.92
35184.1210	3	BEAR & HALE, LLC	232 W SPRAGUE AVE	Private Property	\$358,000	\$1,059,200	\$1,417,200	\$0	\$1,017.83
35184.1211	3	DIAMOND PARKING, INC.	237 W RIVERSIDE AVE	Private Property	\$108,000	\$788,900	\$896,900	\$0	\$644.15
35184.1212	3	WOLFE, JASON D	236 W SPRAGUE AVE	Private Property	\$594,360	\$2,207,700	\$2,802,060	\$0	\$2,012.44
35184.1213	3	JRD PARKING, LLC	239 W RIVERSIDE AVE	Private Property	\$372,480	\$3,000	\$375,480	\$0	\$269.67
35184.1214	3	JRD PARKING, LLC	8 N BERNARD ST	Private Property	\$1,028,560	\$8,400	\$1,036,960	\$0	\$744.74
35184.1215	3	BICKETT LLC	225 W RIVERSIDE AVE	Private Property	\$161,760	\$1,104,640	\$1,266,400	\$0	\$909.53
35184.1216	3	RICHMOND & BICKETT LLC	228 W SPRAGUE AVE	Private Property	\$198,920	\$783,480	\$982,400	\$0	\$705.56

# Downtown Spokane Improvement District 2025 Property Assessment Roll



35184.1302	3	GB DOW INVESTMENTS, LLC	301 W RIVERSIDE AVE	Private Property	\$250,000	\$2,100	\$252,100	\$0	\$181.06
35184.1307	3	GB DOW INVESTMENTS, LLC	311 W RIVERSIDE AVE	Private Property	\$320,000	\$1,694,300	\$2,014,300	\$0	\$1,446.67
35184.1802	1	WRAIGHT LLC	223 N HOWARD ST	Private Property	\$852,320	\$2,485,400	\$3,337,720	\$0	\$3,766.95
35184.1806	1	I O O F	618 W MAIN AVE	Private Property	\$847,360	\$19,723,600	\$20,570,960	\$0	\$23,216.39
35184.1807	1	600 MAIN INC	608 W MAIN AVE	Private Property	\$1,289,280	\$32,276,520	\$33,565,800	\$0	\$37,882.36
35184.1808	1	WHEATLAND BANK	222 N WALL ST	Private Property	\$1,284,400	\$4,412,400	\$5,696,800	\$0	\$6,429.41
35184.1903	1	CDA PLAZA, LP	228 N HOWARD ST	Private Property	\$801,840	\$8,101,160	\$8,903,000	\$0	\$10,047.93
35184.1904	1	HOWARD PARTNERS LLC/GERRYS TREE & NURSERY INC	218 N HOWARD ST	Private Property	\$577,200	\$1,561,100	\$2,138,300	\$0	\$2,413.29
35184.1905	1	SPOKANE FALLS PROPERTY, LLC	206 N HOWARD ST	Private Property	\$1,088,480	\$2,932,700	\$4,021,180	\$0	\$4,538.30
35184.1906	1	SPOKANE FALLS PROPERTY, LLC	520 W MAIN AVE	Private Property	\$1,088,480	\$709,400	\$1,797,880	\$0	\$2,029.09
35184.1907	1	SPOKANE FALLS PARKING, LLC	508 W MAIN AVE	Private Property	\$1,451,280	\$10,100	\$1,461,380	\$0	\$1,649.31
35184.1908	1	SPOKANE FALLS PARKING, LLC	503 W SPOKANE FALLS BLVD	Private Property	\$2,249,200	\$21,900	\$2,271,100	\$0	\$2,563.16
35184.2001	2	PAC OPERATING CO	217 N WASHINGTON ST	Private Property	\$362,080	\$5,400	\$367,480	\$0	\$414.74
35184.2002	2	JOHN HIEBER JR FAMILY LLC	405 W SPOKANE FALLS BLVD	Private Property	\$1,086,240	\$16,300	\$1,102,540	\$0	\$1,244.33
35184.2003	2	JOHN HIEBER JR FAMILY LLC	413 W SPOKANE FALLS BLVD	Private Property	\$724,080	\$10,900	\$734,980	\$0	\$829.50
35184.2004	2	PAC OPERATING CO	419 W SPOKANE FALLS BLVD	Private Property	\$361,200	\$5,400	\$366,600	\$0	\$413.74
35184.2005	2	PAC OPERATING CO	423 W SPOKANE FALLS BLVD	Private Property	\$832,000	\$12,600	\$844,600	\$0	\$953.22
35184.2006	2	PAC OPERATING CO	218 N STEVENS ST	Private Property	\$254,960	\$2,900	\$257,860	\$0	\$291.02
35184.2007	2	PAC OPERATING CO	430 W MAIN AVE	Private Property	\$345,600	\$282,800	\$628,400	\$0	\$709.21
35184.2008	2	JOHN HIEBER JR FAMILY LLC	208 N STEVENS ST	Private Property	\$508,640	\$7,700	\$516,340	\$0	\$582.74
35184.2009	2	PAC OPERATING CO	426 W MAIN AVE	Private Property	\$231,520	\$3,000	\$234,520	\$0	\$264.68
35184.2010	2	PAC OPERATING CO	420 W MAIN AVE	Private Property	\$264,480	\$3,600	\$268,080	\$0	\$302.56
35184.2011	2	PAC OPERATING CO	UNKNOWN	Private Property	\$1,040	\$0	\$1,040	\$0	\$112.86
35184.2012	2	PAC OPERATING CO	418 W MAIN AVE	Private Property	\$844,400	\$12,800	\$857,200	\$0	\$967.44
35184.2013	2	LIBERTY BUILDING LLC	404 W MAIN AVE	Private Property	\$1,423,680	\$5,478,300	\$6,901,980	\$0	\$7,789.57
35184.2114	3	DVP GRAND HOLDINGS, LLC	333 W SPOKANE FALLS BLVD	Hotels & Motels	\$4,806,480	\$73,268,300	\$78,074,780	\$0	\$0.00
35184.2201	3	314 RIVERSIDE, LLC	317 W MAIN AVE	Private Property	\$483,810	\$4,900	\$488,710	\$0	\$350.99
35184.2202	3	DIAMOND PARKING INC	319 W MAIN AVE	Private Property	\$443,610	\$4,500	\$448,110	\$0	\$321.83
35184.2203	3	DIAMOND PARKING	329 W MAIN AVE	Private Property	\$443,720	\$4,500	\$448,220	\$0	\$321.91
35184.2204	3	Z.H. INVESTMENTS, LLC	331 W MAIN AVE	Private Property	\$221,880	\$224,700	\$446,580	\$321	\$0.00
35184.2205	3	KELLOGG, RICHARD E & SUSAN E	126 N WASHINGTON ST	Private Property	\$455,160	\$476,700	\$931,860	\$0	\$669.26

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35184.2206	3	DIAMOND PARKING	116 N WASHINGTON ST	Private Property	\$210,600	\$1,700	\$212,300	\$0	\$152.47
35184.2207	3	LEGION, LLC	108 N WASHINGTON ST	Private Property	\$443,870	\$6,082,000	\$6,525,870	\$0	\$4,686.88
35184.2208	3	LEGION, LLC	332 W RIVERSIDE AVE	Private Property	\$221,880	\$5,200	\$227,080	\$0	\$163.09
35184.2209	3	LEGION, LLC	334 W RIVERSIDE AVE	Private Property	\$221,880	\$5,200	\$227,080	\$0	\$163.09
35184.2210	3	ROBERTS/BOTZ/SCHOEDEL/ETAL	324 W RIVERSIDE AVE	Private Property	\$443,720	\$10,300	\$454,020	\$0	\$326.08
35184.2211	3	314 RIVERSIDE, LLC	320 W RIVERSIDE AVE	Private Property	\$443,610	\$1,696,900	\$2,140,510	\$0	\$1,537.31
35184.2212	3	314 RIVERSIDE, LLC	314 W RIVERSIDE AVE	Private Property	\$508,660	\$3,257,200	\$3,765,860	\$0	\$2,704.64
35184.2301	2	405 MAIN LLC	405 W MAIN AVE	Private Property	\$405,530	\$464,600	\$870,130	\$0	\$982.03
35184.2302	2	SPOKANE JOCKEY CLUB PARTNERS LLC	115 N WASHINGTON ST	Private Property	\$235,730	\$1,020,500	\$1,256,230	\$0	\$1,417.78
35184.2303	2	407 WEST MAIN, LLC	407 W MAIN AVE	Private Property	\$299,320	\$439,800	\$739,120	\$0	\$834.17
35184.2308	2	1889 MONTANA BUILDING, LLC	427 W MAIN AVE	Private Property	\$210,350	\$1,124,300	\$1,334,650	\$0	\$1,506.29
35184.2309	2	BESPIN HOLDINGS LLC	118 N STEVENS ST	Private Property	\$191,100	\$608,900	\$800,000	\$0	\$902.88
35184.2310	2	BURLESON ROAD INVESTMENTS, LLC	422 W RIVERSIDE AVE	Private Property	\$1,069,280	\$19,699,100	\$20,768,380	\$0	\$23,439.19
35184.2311	2	BURLESON ROAD INVESTMENTS, LLC	416 W RIVERSIDE AVE	Private Property	\$509,290	\$95,800	\$605,090	\$0	\$682.90
35184.2315	2	BURLESON ROAD INVESTMENTS, LLC	428 W RIVERSIDE AVE	Private Property	\$1,528,030	\$128,400	\$1,656,430	\$0	\$1,869.45
35184.2317	2	PBB INVESTMENTS, LLC	421 W MAIN AVE	Private Property	\$1,008,490	\$1,508,200	\$2,516,690	\$0	\$2,840.34
35184.2407	1	JIM WANTS A NORMAL COMPANY NAME, LLC	522 W RIVERSIDE AVE	Private Property	\$1,020,300	\$3,408,800	\$4,429,100	\$0	\$4,998.68
35184.2408	1	518 W RIVERSIDE PARTNERS LLC	518 W RIVERSIDE AVE	Private Property	\$340,050	\$1,587,300	\$1,927,350	\$0	\$2,175.21
35184.2409	1	SAPPHIRE 50 LLC	516 W RIVERSIDE AVE	Private Property	\$339,980	\$493,600	\$833,580	\$0	\$940.78
35184.2412	1	GT MUKILTEO LLC	511 W MAIN AVE	Private Property	\$204,000	\$0	\$204,000	\$0	\$230.23
35184.2416	1	GT MUKILTEO LLC	511 W MAIN AVE	Private Property	\$3,625,950	\$6,410,800	\$10,036,750	\$0	\$11,327.48
35184.2417	1	1953 BOX, LLC	502 W RIVERSIDE AVE	Private Property	\$691,280	\$1,148,900	\$1,840,180	\$0	\$2,079.40
35184.2418	1	SURE WOULD, LLC	508 W RIVERSIDE AVE	Private Property	\$1,012,280	\$4,512,500	\$5,524,780	\$0	\$6,235.27
35184.2501	1	MPL HOLDINGS, LLC	117 N HOWARD ST	Private Property	\$103,500	\$578,100	\$681,600	\$277	\$491.88
35184.2511	1	WALL CHELAN LLC	120 N WALL ST	Private Property	\$375,360	\$6,421,040	\$6,796,400	\$0	\$7,670.42
35184.2513	1	STG MAIN, LLC	601 W MAIN AVE	Private Property	\$1,437,980	\$10,687,020	\$12,125,000	\$0	\$13,684.28

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35184.2514	1	BKWSPOKANE, LLC	618 W RIVERSIDE AVE	Private Property	\$1,895,850	\$5,384,000	\$7,279,850	\$0	\$8,216.04
35184.2620	2	REDSTONE SPOKANE I LLC	601 W RIVERSIDE AVE	Private Property	\$4,110,380	\$38,904,000	\$43,014,380	\$0	\$48,546.03
35184.2701	2	FERNWELL ASSOCIATES INC	505 W RIVERSIDE AVE	Private Property	\$631,610	\$3,691,400	\$4,323,010	\$0	\$4,878.95
35184.2703	2	JJM PROPERTIES	509 W RIVERSIDE AVE	Private Property	\$422,450	\$9,200	\$431,650	\$0	\$487.16
35184.2705	2	JJM PROPERTIES	516 W SPRAGUE AVE	Private Property	\$167,720	\$3,900	\$171,620	\$0	\$193.69
35184.2706	2	RIVERSIDE CENTRE LLC	518 W SPRAGUE AVE	Private Property	\$1,105,860	\$25,700	\$1,131,560	\$0	\$1,277.08
35184.2707	2	RIVERSIDE CENTRE LLC	2 N HOWARD ST	Private Property	\$377,020	\$9,300	\$386,320	\$0	\$436.00
35184.2708	2	JJM PROPERTIES	502 W SPRAGUE AVE	Private Property	\$688,310	\$16,400	\$704,710	\$0	\$795.34
35184.2709	2	JJM PROPERTIES	514 W SPRAGUE AVE	Private Property	\$149,730	\$3,500	\$153,230	\$0	\$172.94
35184.2710	1	JJM PROPERTIES	517 W RIVERSIDE AVE	Private Property	\$210,770	\$4,600	\$215,370	\$0	\$243.07
35184.2802	2	ARMSTRONG BUILDING CONFIDENTIAL REV TRUS	402 W SPRAGUE AVE	Private Property	\$803,640	\$1,000,200	\$1,803,840	\$0	\$2,035.81
35184.2803	2	OLD NAT BK TRUST	416 W SPRAGUE AVE	Private Property	\$287,760	\$5,700	\$293,460	\$0	\$331.20
35184.2805	2	DIAMOND PARK INC	422 W SPRAGUE AVE	Private Property	\$431,880	\$21,300	\$453,180	\$0	\$511.46
35184.2806	2	DIAMOND PLAZA LLC	421 W RIVERSIDE AVE	Private Property	\$1,989,680	\$12,663,400	\$14,653,080	\$0	\$16,537.47
35184.2903	3	ERLING EIDE REV TRUST	319 W RIVERSIDE AVE	Private Property	\$558,690	\$1,486,300	\$2,044,990	\$0	\$1,468.71
35184.2904	3	SEAPEAEM, LLC	326 W SPRAGUE AVE	Private Property	\$558,790	\$4,500	\$563,290	\$0	\$404.55
35184.2905	3	331-335 W RIVERSIDE AVE, LLC	331 W RIVERSIDE AVE	Private Property	\$280,800	\$2,300	\$283,100	\$0	\$203.32
35184.2906	3	JOEL & JON DIAMOND, LLC	330 W SPRAGUE AVE	Private Property	\$278,100	\$2,300	\$280,400	\$0	\$201.38
35184.2907	3	DIAMOND PARK INC	4 N WASHINGTON ST	Private Property	\$559,000	\$4,500	\$563,500	\$0	\$404.71
35184.2910	3	MORGAN BUILDING, LLC	315 W RIVERSIDE AVE UNIT 001	Exempt	\$100	\$0	\$100	\$0	\$0.00
35184.2911	3	WOO CREW LLC	315 W RIVERSIDE AVE UNIT 100	Private Property	\$82,980	\$766,200	\$849,180	\$0	\$609.88
35184.2912	3	BDH MORGAN PARTNERS LLC	315 W RIVERSIDE AVE UNIT 200	Private Property	\$91,310	\$889,600	\$980,910	\$0	\$704.49
35184.2913	3	312 MORGAN BUILDING, LLC	315 W RIVERSIDE AVE UNIT 2-312	Private Property	\$38,790	\$370,900	\$409,690	\$0	\$294.24
35184.2914	3	SPERO LAW FIRM, PLLC	315 W RIVERSIDE AVE UNIT 2-316	Private Property	\$18,610	\$202,400	\$221,010	\$0	\$158.73
35184.2917	3	PLAGMAN, SCOTT A/ENGSTROM, KARIN E	315 W RIVERSIDE AVE UNIT 406	Residential	\$76,020	\$323,200	\$399,220	\$0	\$163.84



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35184.2918	3	ENGSTROM, KARIN / PLAGMAN, SCOTT	315 W RIVERSIDE AVE UNIT 407	Residential	\$59,500	\$254,500	\$314,000	\$0	\$128.87
35184.2919	3	BLAND, LETICIA	315 W RIVERSIDE AVE UNIT 501	Residential	\$57,680	\$248,500	\$306,180	\$0	\$125.66
35184.2920	3	OVERBAY, SHANNON R DARRELL M	315 W RIVERSIDE AVE UNIT 502	Residential	\$81,480	\$335,700	\$417,180	\$0	\$171.21
35184.2921	3	KOESTER, JESSE R	315 W RIVERSIDE AVE UNIT 503	Residential	\$66,500	\$273,000	\$339,500	\$0	\$139.33
35184.2922	3	M & K COX FAMILY TRUST	315 W RIVERSIDE AVE UNIT 504	Residential	\$71,400	\$287,400	\$358,800	\$0	\$147.25
35184.2923	3	OAKS & KC LLC	315 W RIVERSIDE AVE UNIT 505	Residential	\$57,120	\$235,500	\$292,620	\$0	\$120.09
35184.2924	3	HEMINGWAY, LINDA K	315 W RIVERSIDE AVE UNIT 506	Residential	\$82,740	\$334,300	\$417,040	\$0	\$171.15
35184.2925	3	EMRY, CONNIE	315 W RIVERSIDE AVE UNIT 507	Residential	\$60,620	\$257,600	\$318,220	\$0	\$130.60
35184.2926	3	JORDAN, BRUCE G & TAMA A	315 W RIVERSIDE AVE UNIT 601	Residential	\$105,000	\$446,400	\$551,400	\$0	\$220.59
35184.2927	3	KOEMPEL-THOMAS, BEATRICE	315 W RIVERSIDE AVE UNIT 602	Residential	\$45,220	\$213,700	\$258,920	\$0	\$112.86
35184.2928	3	KOEMPEL-THOMAS, BEATRICE	315 W RIVERSIDE AVE UNIT 603	Residential	\$57,680	\$245,000	\$302,680	\$0	\$124.22
35184.2929	3	JONES LIVING TRUST	315 W RIVERSIDE AVE UNIT 604	Residential	\$71,680	\$287,600	\$359,280	\$0	\$147.45
35184.2930	3	KLAMPER, ERIC	315 W RIVERSIDE AVE UNIT 605	Residential	\$66,780	\$268,600	\$335,380	\$0	\$137.64
35184.2931	3	WENDLING, LYLE R & KATHLEEN A	315 W RIVERSIDE AVE UNIT 606	Residential	\$68,460	\$274,900	\$343,360	\$0	\$140.91
35184.2932	3	DAHL, MICHELLE LEE	315 W RIVERSIDE AVE UNIT 607	Residential	\$60,620	\$242,900	\$303,520	\$0	\$124.56
35184.2934	3	STALWICK, JENNIFER A & HOWIE	315 W RIVERSIDE AVE UNIT 301	Residential	\$52,780	\$237,100	\$289,880	\$0	\$118.97
35184.2935	3	MCKENZIE, THOMAS & SHANNON	315 W RIVERSIDE AVE UNIT 302	Residential	\$83,020	\$351,800	\$434,820	\$0	\$178.45
35184.2936	3	PAULSEN, LYNN	315 W RIVERSIDE AVE UNIT 303	Residential	\$69,580	\$295,000	\$364,580	\$0	\$149.62
35184.2937	3	ZAPPONE, LYNDA S	315 W RIVERSIDE AVE UNIT 304	Residential	\$78,400	\$332,800	\$411,200	\$0	\$168.76
35184.2938	3	REICHERSAMER, KALE	315 W RIVERSIDE AVE UNIT 305	Residential	\$58,380	\$247,400	\$305,780	\$0	\$125.49
35184.2939	3	ANDERSON, JULIE ANN/DEMAKIS, GEORGE JOHN	315 W RIVERSIDE AVE UNIT 306	Residential	\$79,800	\$343,000	\$422,800	\$0	\$173.52

# Downtown Spokane Improvement District 2025 Property Assessment Roll



35184.2940	3	LAWSON, BARRY K/ADKINSON, HEATHER J	315 W RIVERSIDE AVE UNIT 307	Residential	\$52,780	\$224,300	\$277,080	\$0	\$113.71
35184.2941	3	HARPER, JAMES W	315 W RIVERSIDE AVE UNIT 401	Residential	\$58,660	\$248,500	\$307,160	\$0	\$126.06
35184.2942	3	ROSEMAN-HANAUER, ANDREW	315 W RIVERSIDE AVE UNIT 402	Residential	\$82,740	\$312,200	\$394,940	\$0	\$162.08
35184.2943	3	DI BERNARDO, JOANNE S	315 W RIVERSIDE AVE UNIT 403	Residential	\$67,620	\$286,200	\$353,820	\$0	\$145.21
35184.2944	3	MILLER, TODD R/PINEDA, ROWENA E	315 W RIVERSIDE AVE UNIT 404	Residential	\$78,400	\$332,000	\$410,400	\$0	\$168.43
35184.2945	3	AHERN/ROBINSON LLC	315 W RIVERSIDE AVE UNIT 405	Residential	\$60,060	\$255,300	\$315,360	\$0	\$129.42
35184.2946	3	JOHN, JARROD	315 W RIVERSIDE AVE UNIT 101	Residential	\$184,520	\$420,700	\$605,220	\$0	\$220.59
35184.2947	3	JOHN, JARROD	315 W RIVERSIDE AVE UNIT 102	Residential	\$78,400	\$91,500	\$169,900	\$0	\$112.86
35184.3001	3	SPOKANE PUBLIC FACILITIES DISTRICT	UNKNOWN	PFD	\$3,018,700	\$2,252,800	\$5,271,500	\$0	\$1,676.65
35184.3002	3	DR SPOKANE CITY CENTER LLC	UNKNOWN	Private Property	\$3,018,700	\$5,567,400	\$8,586,100	\$0	\$6,166.54
35184.3003	3	SPOKANE PUBLIC FACILITIES DISTRICT	40 W SPOKANE FALLS BLVD	PFD	\$3,018,750	\$61,864,900	\$64,883,650	\$0	\$20,636.89
35184.3101	3	DELANEY GROUP, LLC	242 W RIVERSIDE AVE UNIT 1	Exempt	\$137,070	\$517,600	\$654,670	\$0	\$0.00
35184.3102	3	DELANEY GROUP, LLC	242 W RIVERSIDE AVE UNIT 2	Exempt	\$137,070	\$517,600	\$654,670	\$0	\$0.00
35184.3103	3	DELANEY GROUP, LLC	242 W RIVERSIDE AVE UNIT 3	Exempt	\$137,070	\$517,600	\$654,670	\$0	\$0.00
35184.3104	3	DELANEY GROUP, LLC	242 W RIVERSIDE AVE UNIT 4	Exempt	\$137,070	\$517,600	\$654,670	\$0	\$0.00
35184.3105	3	DELANEY GROUP, LLC	242 W RIVERSIDE AVE UNIT 5	Exempt	\$137,070	\$517,600	\$654,670	\$0	\$0.00
35184.3106	3	DELANEY GROUP, LLC	242 W RIVERSIDE AVE UNIT 6	Exempt	\$137,070	\$517,600	\$654,670	\$0	\$0.00
35184.3107	3	DELANEY GROUP, LLC	242 W RIVERSIDE AVE UNIT 7	Exempt	\$136,130	\$517,600	\$653,730	\$0	\$0.00
35184.3201	2	THE 415 MAIN PROJECT, LLC	415 W Main Ave #CU B	Private Property	\$107,040	\$56,900	\$163,940	\$0	\$185.02
35184.3202	2	THE 415 MAIN PROJECT, LLC	415 W Main Ave #CU 100	Private Property	\$49,980	\$152,900	\$202,880	\$0	\$228.97
35184.3203	2	THE 415 MAIN PROJECT, LLC	415 W Main Ave #CU 101	Private Property	\$114,190	\$314,000	\$428,190	\$0	\$483.26



# Downtown Spokane Improvement District 2025 Property Assessment Roll



35184.3204	2	THE 415 MAIN PROJECT, LLC	415 W Main Ave #CU 102	Private Property	\$161,590	\$287,600	\$449,190	\$0	\$506.96
35184.3205	2	415 LOFTS LLC	415 W Main Ave #CU 200	Private Property	\$164,160	\$124,000	\$288,160	\$0	\$325.22
35184.3206	2	415 LOFTS LLC	415 W Main Ave #CU 300	Private Property	\$157,010	\$67,000	\$224,010	\$0	\$252.82
35184.3301	3	DVP GRAND HOLDINGS, LLC	334 W MAIN AVE UNIT 1	Private Property	\$0	\$6,372,200	\$6,372,200	\$0	\$4,576.51
35184.3302	3	SPOKANE PUBLIC FACILITIES DISTRICT	334 W MAIN AVE UNIT 2	PFD	\$3,136,440	\$3,326,700	\$6,463,140	\$0	\$2,055.67
35185.0024	3	DVP CENTENNIAL HOLDINGS, LLC	303 W NORTH RIVER DR	Hotels & Motels	\$6,607,350	\$25,574,900	\$32,182,250	\$0	\$0.00
35185.0041	4	SPOKANE, CITY OF	610 W SPOKANE FALLS BLVD	Public Parks	1860066sqft	42.70123967a		\$0	\$7,972.75
35185.0076	4	SPOKANE, CITY OF	UNKNOWN	Public Parks	95910sqft	2.2017906a		\$0	\$411.10
35185.0077	4	SPOKANE, CITY OF	797 N WASHINGTON ST	Public Parks	187346sqft	4.30087236a		\$0	\$803.02
35185.4901	3	MORCA INVESTMENTS CO	621 W Mallon Ave #101	Private Property	\$111,180	\$502,300	\$613,480	\$0	\$440.60
35185.4908	3	LFG HOLDINGS, LLC	621 W Mallon Ave #503	Private Property	\$9,050	\$57,600	\$66,650	\$0	\$112.86
35185.4909	3	LFG HOLDINGS, LLC	621 W Mallon Ave #505	Private Property	\$11,780	\$54,400	\$66,180	\$0	\$112.86
35185.4910	3	MAYKEN SPOKANE, LLC	621 W Mallon Ave #507	Private Property	\$8,910	\$42,600	\$51,510	\$0	\$112.86
35185.4911	3	WJL, LLC	621 W Mallon Ave #509	Private Property	\$52,430	\$181,800	\$234,230	\$0	\$168.22
35185.4912	3	MAYKEN SPOKANE, LLC	621 W Mallon Ave #515	Private Property	\$12,650	\$55,100	\$67,750	\$0	\$112.86
35185.4913	3	JACKSON, CASEY	621 W Mallon Ave #600	Private Property	\$83,160	\$136,800	\$219,960	\$0	\$157.98
35185.4914	3	HARLAND, BRADLEY D & JODI L	621 W Mallon Ave #601	Private Property	\$20,970	\$150,000	\$170,970	\$0	\$122.79
35185.4915	3	WJL LLC	621 W Mallon Ave #603	Private Property	\$26,870	\$218,400	\$245,270	\$0	\$176.15
35185.4916	3	HARLAND, BRADLEY D & JODI L	621 W Mallon Ave #606	Private Property	\$14,940	\$113,800	\$128,740	\$0	\$112.86
35185.4917	3	WJL LLC	621 W Mallon Ave #607	Private Property	\$25,850	\$142,800	\$168,650	\$0	\$121.12
35185.4918	3	AXTELL LAW OFFICE PLLC	621 W Mallon Ave #608	Private Property	\$22,260	\$126,100	\$148,360	\$0	\$112.86

# Downtown Spokane Improvement District 2025 Property Assessment Roll



35185.4919	3	SAIZ REAL ESTATE LLC	621 W Mallon Ave #609	Private Property	\$9,920	\$53,100	\$63,020	\$0	\$112.86
35185.4920	3	SAIZ REAL ESTATE LLC	621 W Mallon Ave #610	Private Property	\$9,480	\$54,500	\$63,980	\$0	\$112.86
35185.4921	3	FLOUR MILL BLDG CONDO ASSOC	621 W Mallon Ave #21	Private Property	\$0	\$29,600	\$29,600	\$0	\$112.86
35185.4923	3	MORCA INVESTMENTS CO	621 W Mallon Ave #100	Private Property	\$10,050	\$48,300	\$58,350	\$0	\$112.86
35185.4924	3	LFG HOLDINGS, LLC	621 W Mallon Ave #501	Private Property	\$3,890	\$27,500	\$31,390	\$0	\$112.86
35185.4925	3	LFG HOLDINGS, LLC	621 W Mallon Ave #502	Private Property	\$5,030	\$32,500	\$37,530	\$0	\$112.86
35185.4926	3	MAYKEN SPOKANE, LLC	621 W Mallon Ave #514	Private Property	\$10,340	\$47,500	\$57,840	\$0	\$112.86
35185.4927	3	MORCA INVESTMENTS CO	621 W Mallon Ave #102	Private Property	\$100	\$59,200	\$59,300	\$0	\$112.86
35185.4928	3	MORCA INVESTMENTS CO	621 W Mallon Ave #234	Private Property	\$987,650	\$4,210,800	\$5,198,450	\$0	\$3,733.53
35191.1907	2	HOWSER, KENNETH M/HOWSER CREDIT SHELTER TRUST	607 W SPRAGUE AVE	Private Property	\$345,600	\$0	\$345,600	\$0	\$390.04
35191.2001	2	SYMONS BLOCK LLC	9 S HOWARD ST	Private Property	\$1,162,500	\$2,026,400	\$3,188,900	\$0	\$3,598.99
35191.2005	2	WEOWNITALL CORP, INC	501 W SPRAGUE AVE UNIT A	Private Property	\$127,560	\$73,800	\$201,360	\$0	\$227.25
35191.2006	2	WEOWNITALL CORP, INC	501 W SPRAGUE AVE UNIT B	Private Property	\$155,080	\$89,900	\$244,980	\$0	\$276.48
35191.2007	2	WEOWNITALL CORP, INC	501 W SPRAGUE AVE UNIT C	Private Property	\$157,090	\$90,900	\$247,990	\$0	\$279.88
35191.2008	2	WEOWNITALL CORP, INC	501 W SPRAGUE AVE UNIT D	Private Property	\$125,980	\$73,000	\$198,980	\$0	\$224.57
35191.2009	2	WEOWNITALL CORP, INC	501 W SPRAGUE AVE	Private Property	\$0	\$5,000	\$5,000	\$0	\$112.86
35191.2101	2	B & H ENTERPRISES, LLC NUMBER 1	425 W SPRAGUE AVE	Private Property	\$799,500	\$1,100,600	\$1,900,100	\$0	\$2,144.45
35191.2102	2	B & H ENTERPRISES, LLC NUMBER 1	415 W SPRAGUE AVE	Private Property	\$240,000	\$917,500	\$1,157,500	\$0	\$1,306.35
35191.2103	2	B & H ENTERPRISES, LLC NUMBER 1	418 W 1ST AVE	Private Property	\$97,500	\$187,300	\$284,800	\$0	\$321.43
35191.2104	2	DIAMOND PARKING INC	401 W SPRAGUE AVE	Private Property	\$1,209,000	\$9,800	\$1,218,800	\$0	\$1,375.54
35191.2202	3	SPOKANE TEACHERS CREDIT UNION	333 W SPRAGUE AVE	Private Property	\$806,000	\$726,100	\$1,532,100	\$0	\$1,100.35
35191.2203	3	SDS WENATCHEE, LLC	319 W SPRAGUE AVE	Private Property	\$201,500	\$187,100	\$388,600	\$0	\$279.09
35191.2205	3	SDS WENATCHEE, LLC	315 W SPRAGUE AVE	Private Property	\$321,780	\$192,200	\$513,980	\$0	\$369.14

# Downtown Spokane Improvement District 2025 Property Assessment Roll



35191.2207	3	DIAMOND FAMILY INVESTMENTS, LLC	309 W SPRAGUE AVE	Private Property	\$208,000	\$1,700	\$209,700	\$0	\$150.61
35191.2208	3	LORRAINE, LLC	308 W 1ST AVE	Private Property	\$195,000	\$1,081,800	\$1,276,800	\$0	\$917.00
35191.2211	3	SPOKANE TEACHERS CREDIT UNION	314 W 1ST AVE	Private Property	\$484,220	\$3,900	\$488,120	\$0	\$350.57
35191.2212	3	SPOKANE PARKING LOT LLC	303 W SPRAGUE AVE	Private Property	\$567,160	\$4,600	\$571,760	\$0	\$410.64
35191.2301	2	STEWART BUILDING LLC	427 W 1ST AVE	Private Property	\$153,450	\$375,200	\$528,650	\$0	\$596.63
35191.2302	2	HOLLANDIA PROPERTIES LLC	101 S STEVENS ST	Private Property	\$156,780	\$804,000	\$960,780	\$0	\$1,084.34
35191.2305	2	WHARTON LOFTS, LLC	411 W 1ST AVE	Private Property	\$204,680	\$740,020	\$944,700	\$0	\$1,066.19
35191.2310	2	BULLOCK PROPERTY MANAGEMENT, LLC	423 W 1st Ave #100	Residential	\$20,030	\$197,100	\$217,130	\$0	\$133.67
35191.2311	2	LEA, SCOTT KIRK ISAAC & MEGAN ARIE	423 W 1st Ave #110	Residential	\$46,980	\$508,600	\$555,580	\$0	\$220.59
35191.2312	2	MOUND HARDWARE	423 W 1st Ave #210	Residential	\$46,620	\$66,000	\$112,620	\$0	\$112.86
35191.2313	2	MOUND HARDWARE	423 W 1st Ave #220	Residential	\$96,460	\$115,100	\$211,560	\$0	\$130.24
35191.2314	2	MOUND HARDWARE	423 W 1st Ave #230	Residential	\$45,500	\$54,100	\$99,600	\$0	\$112.86
35191.2315	2	MOUND HARDWARE	423 W 1st Ave #240	Residential	\$81,760	\$97,400	\$179,160	\$0	\$112.86
35191.2316	2	SCRIMGEOUR, JULIE	423 W 1st Ave #B1	Residential	\$23,660	\$288,900	\$312,560	\$0	\$192.41
35191.2317	2	LOUIE, ANDY W	423 W 1st Ave #B2	Residential	\$22,120	\$32,900	\$55,020	\$0	\$112.86
35191.2318	2	417 W FIRST LLC	417 W 1st Ave #1A	Residential	\$110,040	\$236,000	\$346,040	\$0	\$213.02
35191.2319	2	BARRIENTOS, ALEJANDRO	417 W 1st Ave #1B	Residential	\$116,620	\$330,100	\$446,720	\$0	\$220.59
35191.2320	2	BARRIENTOS, ALEJANDRO/BARRIENTOS, MARIO	417 W 1st Ave #1C	Residential	\$52,780	\$298,300	\$351,080	\$0	\$216.12
35191.2321	2	MAIN, PAUL & RENEE	417 W 1st Ave #1D	Residential	\$63,000	\$370,900	\$433,900	\$0	\$220.59
35191.2322	2	SAMTO INVESTMENTS	417 W 1st Ave #250	Residential	\$154,280	\$163,800	\$318,080	\$0	\$195.81
35191.2323	2	MOUND HARDWARE	417 W 1st Ave #2A	Residential	\$78,680	\$114,600	\$193,280	\$0	\$118.98
35191.2324	2	MOUND HARDWARE	417 W 1st Ave #2B	Residential	\$54,180	\$79,000	\$133,180	\$0	\$112.86
35191.2325	2	ATCHISON, RON & JANET	417 W 1st Ave #3A	Residential	\$52,500	\$163,000	\$215,500	\$0	\$132.66
35191.2326	2	MOUND HARDWARE	417 W 1st Ave #3B	Residential	\$58,940	\$84,900	\$143,840	\$0	\$112.86
35191.2327	2	PETERSON, PETER	417 W 1st Ave #3C	Residential	\$73,220	\$222,800	\$296,020	\$0	\$182.23
35191.2328	2	MOUND HARDWARE	417 W 1st Ave #3D	Residential	\$64,680	\$94,100	\$158,780	\$0	\$112.86
35191.2329	2	MOUND HARDWARE	417 W 1st Ave #3E	Residential	\$61,880	\$90,400	\$152,280	\$0	\$112.86
35191.2331	2	ELSOM, SAM E & FRANCES J	423 W 1st Ave #120	Residential	\$89,460	\$305,500	\$394,960	\$0	\$220.59
35191.2340	2	PLAN B OFFICE LLC	401 W 1st Ave #A	Residential	\$46,260	\$419,300	\$465,560	\$0	\$220.59
35191.2341	2	PLAN B OFFICE LLC	401 W 1st Ave #B	Residential	\$46,260	\$433,300	\$479,560	\$0	\$220.59
35191.2342	2	EAKINS, LARON J & CAMI JO	401 W 1st Ave #1	Residential	\$143,920	\$355,600	\$499,520	\$0	\$220.59
35191.2343	2	DWYER, MICHAEL P	401 W 1st Ave #2	Residential	\$143,920	\$329,300	\$473,220	\$0	\$220.59
35191.2344	2	PETOSA, JOHN FW & KRISTIN D	401 W 1st Ave #3	Residential	\$143,920	\$700,500	\$844,420	\$0	\$220.59
35191.2345	2	PEREZ, KYLE	401 W 1st Ave #4	Residential	\$143,920	\$343,400	\$487,320	\$0	\$220.59
35191.2346	2	LUCAS, PETER M /CHASE, MARCIE	401 W 1st Ave #5	Residential	\$143,920	\$385,000	\$528,920	\$0	\$220.59
35191.2347	2	401 W 1ST AVE, LLC	401 W 1st Ave #6	Residential	\$143,920	\$321,500	\$465,420	\$0	\$220.59
35191.2348	2	MCANALLY, PAUL & KATHRYN	401 W 1st Ave #7	Residential	\$143,920	\$185,600	\$329,520	\$0	\$202.85

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35191.2401	2	BLACK ENTERPRISES	107 S HOWARD ST	Private Property	\$585,360	\$7,353,400	\$7,938,760	\$0	\$8,959.68
35191.2403	2	WASHINGTON TRUST BANK	501 W 1ST AVE	Private Property	\$1,487,620	\$1,137,200	\$2,624,820	\$0	\$2,962.37
35191.2505	2	WASHINGTON TRUST BANK	601 W 1ST AVE	Private Property	\$585,840	\$3,395,700	\$3,981,540	\$0	\$4,493.57
35191.2506	2	WASHINGTON TRUST BANK	601 W 1ST AVE	Private Property	\$858,620	\$21,791,300	\$22,649,920	\$0	\$25,562.70
35191.5511	2	EVERGREEN PARKING & WAREHOUSE, LLC	119 S STEVENS ST	Private Property	\$994,500	\$1,766,100	\$2,760,600	\$0	\$3,115.61
35191.5521	2	KEMESA LLC	119 S HOWARD ST	Private Property	\$504,810	\$1,751,400	\$2,256,210	\$0	\$2,546.36
35191.5523	2	WASHINGTON TRUST BANK	124 S STEVENS ST	Private Property	\$349,860	\$4,900	\$354,760	\$0	\$400.38
35191.5524	2	WASHINGTON TRUST BANK	118 S STEVENS ST	Private Property	\$259,860	\$3,700	\$263,560	\$0	\$297.45
35191.5525	2	ONE TWO THREE WALL LLC	121 S WALL ST	Private Property	\$151,380	\$190,700	\$342,080	\$0	\$386.07
35191.5526	2	1TWO3 WALL STREET LLC	123 S WALL ST	Private Property	\$258,690	\$869,400	\$1,128,090	\$0	\$1,273.16
35191.6201	3	SPOKANE TEACHERS CREDIT UNION	9 S Washington Ave #B1	Private Property	\$18,570	\$88,900	\$107,470	\$0	\$112.86
35191.6202	3	2B PROPERTIES, LLC	9 S Washington Ave #101	Private Property	\$16,810	\$419,700	\$436,510	\$0	\$313.50
35191.6203	3	SPOKANE TEACHERS CREDIT UNION	9 S Washington Ave #105	Private Property	\$4,930	\$95,100	\$100,030	\$0	\$112.86
35191.6204	3	SPOKANE TEACHERS CREDIT UNION	9 S Washington Ave #107	Private Property	\$3,650	\$74,000	\$77,650	\$0	\$112.86
35191.6205	3	SPOKANE TEACHERS CREDIT UNION	9 S Washington Ave #111	Private Property	\$10,960	\$175,700	\$186,660	\$0	\$134.06
35191.6206	3	SPOKANE TEACHERS CREDIT UNION	9 S Washington Ave #115	Private Property	\$16,020	\$257,600	\$273,620	\$0	\$196.51
35191.6207	3	SPOKANE TEACHERS CREDIT UNION	9 S Washington Ave #120	Private Property	\$3,520	\$72,400	\$75,920	\$0	\$112.86
35191.6208	3	2B PROPERTIES, LLC	9 S Washington Ave #121	Private Property	\$2,820	\$58,400	\$61,220	\$0	\$112.86
35191.6209	3	SPOKANE TEACHERS CREDIT UNION	9 S Washington Ave #200	Private Property	\$72,380	\$1,105,700	\$1,178,080	\$0	\$846.10
35191.6210	3	SPOKANE TEACHERS CREDIT UNION	9 S Washington Ave #300	Private Property	\$72,380	\$1,105,700	\$1,178,080	\$0	\$846.10
35191.6211	3	SPOKANE TEACHERS CREDIT UNION	9 S Washington Ave #400	Private Property	\$72,380	\$1,105,700	\$1,178,080	\$0	\$846.10
35191.6212	3	SPOKANE TEACHERS CREDIT UNION	9 S Washington Ave #500	Private Property	\$72,380	\$1,105,700	\$1,178,080	\$0	\$846.10
35191.6213	3	AM & M HOLDING CO, LLC	9 S Washington Ave #600	Private Property	\$72,380	\$1,105,700	\$1,178,080	\$0	\$846.10
35191.6214	3	SPOKANE TEACHERS CREDIT UNION	9 S Washington Ave #700	Private Property	\$72,380	\$1,105,700	\$1,178,080	\$0	\$846.10
35191.7001	2	RIDPATH CLUB APARTMENTS LLC	502 W 1st Ave #1	Private Property	\$17,300	\$314,900	\$332,200	\$0	\$374.92
35191.7002	2	RIDPATH CLUB APARTMENTS LLC	502 W 1st Ave #2	Private Property	\$232,600	\$4,253,300	\$4,485,900	\$0	\$5,062.79
35191.7003	2	RIDPATH CLUB APARTMENTS LLC	502 W 1st Ave #3	Private Property	\$12,600	\$230,200	\$242,800	\$0	\$274.02

# Downtown Spokane Improvement District

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35191.7004	2	RIDPATH CLUB APARTMENTS LLC	502 W 1st Ave #4	Private Property	\$3,500	\$63,600	\$67,100	\$0	\$112.86
35191.7005	2	RIDPATH CLUB APARTMENTS LLC	502 W 1st Ave #5	Private Property	\$9,320	\$100	\$9,420	\$0	\$112.86
35191.7101	2	CAO, VAN T & LE, TRANG T	514 W 1st Ave #1	Private Property	\$10,880	\$76,600	\$87,480	\$0	\$112.86
35191.7102	2	CAO, VAN T & LE, TRANG T	514 W 1st Ave #2	Private Property	\$9,640	\$70,800	\$80,440	\$0	\$112.86
35191.7103	2	RIDPATH CLUB APARTMENTS LLC	514 W 1st Ave #3	Private Property	\$4,080	\$18,000	\$22,080	\$0	\$112.86
35191.7104	2	RIDPATH PENTHOUSE, LLC	514 W 1st Ave #4	Private Property	\$9,440	\$251,000	\$260,440	\$0	\$293.93
35191.7105	2	RIDPATH PENTHOUSE, LLC	514 W 1st Ave #5	Private Property	\$4,280	\$134,500	\$138,780	\$0	\$156.63
35191.7106	2	RIDPATH PENTHOUSE, LLC	514 W 1st Ave #6	Private Property	\$4,040	\$126,800	\$130,840	\$0	\$147.67
35191.7107	2	RIDPATH PENTHOUSE, LLC	514 W 1st Ave #7	Private Property	\$5,560	\$174,500	\$180,060	\$0	\$203.22
35191.7108	2	RIDPATH PENTHOUSE, LLC	514 W 1st Ave #8	Private Property	\$5,560	\$174,500	\$180,060	\$0	\$203.22
35191.7109	2	RIDPATH PENTHOUSE, LLC	514 W 1st Ave #9	Private Property	\$2,920	\$91,600	\$94,520	\$0	\$112.86
35191.7110	2	RIDPATH PENTHOUSE, LLC	514 W 1st Ave #10	Private Property	\$7,880	\$683,400	\$691,280	\$0	\$780.18
35191.7111	2	RIDPATH PENTHOUSE, LLC	514 W 1st Ave #11	Exempt	\$100	\$0	\$100	\$0	\$0.00
35191.7112	2	RIDPATH PENTHOUSE, LLC	514 W 1st Ave #12	Exempt	\$100	\$0	\$100	\$0	\$0.00
35191.7113	2	RIDPATH PENTHOUSE, LLC	514 W 1st Ave #13	Exempt	\$100	\$0	\$100	\$0	\$0.00
35191.7114	2	RIDPATH PENTHOUSE, LLC	514 W 1st Ave #14	Private Property	\$4,360	\$101,500	\$105,860	\$0	\$119.47
35191.7115	2	RIDPATH PENTHOUSE, LLC	514 W 1st Ave #15	Private Property	\$19,560	\$430,100	\$449,660	\$0	\$507.49
35191.7116	2	RIDPATH PENTHOUSE, LLC	514 W 1st Ave #16	Private Property	\$6,400	\$100	\$6,500	\$0	\$112.86
35191.7117	2	RIDPATH CLUB APARTMENTS LLC	514 W 1st Ave #17	Exempt	\$480	\$100	\$580	\$0	\$0.00
35191.7120	2	RIDPATH CLUB APARTMENTS LLC	514 W 1st Ave #18	Private Property	\$497,200	\$22,757,200	\$23,254,400	\$0	\$26,244.92
35191.7121	2	RIDPATH CLUB APARTMENTS LLC	514 W 1st Ave #19	Private Property	\$28,520	\$146,100	\$174,620	\$0	\$197.08
35192.0101	3	BUENA VISTA SPOKANE LLC	5 S CEDAR ST	Private Property	\$178,250	\$2,182,250	\$2,360,500	\$0	\$1,695.31
35192.0102	3	BUENA VISTA SPOKANE LLC	11 S CEDAR ST	Private Property	\$178,250	\$1,804,550	\$1,982,800	\$0	\$1,424.05
35192.0107	3	CITY OF SPOKANE	10 S ADAMS ST	Government	\$806,000	\$0	\$806,000	\$0	\$496.17
35192.0112	3	WATTS PROJECT LLC	1318 W 1ST AVE	Private Property	\$806,000	\$994,200	\$1,800,200	\$0	\$1,292.90
35192.0205	3	KHQ INC	1201 W SPRAGUE	Private Property	\$0	\$5,997,500	\$5,997,500	\$0	\$4,307.40
35192.0206	3	COWLES PUBLISHING CO	1228 W 1ST ST	Private Property	\$1,395,000	\$0	\$1,395,000	\$0	\$1,001.89
35192.0301	3	COWLES REAL ESTATE COMPANY	1125 W SPRAGUE AVE	Private Property	\$697,500	\$306,900	\$1,004,400	\$0	\$721.36
35192.0302	3	COWLES REAL ESTATE COMPANY	1103 W SPRAGUE AVE	Private Property	\$348,750	\$303,300	\$652,050	\$0	\$468.30
35192.0303	3	COWLES REAL ESTATE COMPANY	1108 W 1ST AVE	Private Property	\$348,750	\$6,000	\$354,750	\$0	\$254.78
35192.0401	2	NEW FOX THEATER LLC	1025 W Sprague Ave	Exempt	\$403,000	\$4,100	\$407,100	\$0	\$0.00
35192.0404	2	NEW FOX THEATER LLC	1001 W SPRAGUE AVE	Exempt	\$2,015,000	\$3,473,500	\$5,488,500	\$0	\$0.00
35192.0507	2	GVD COMMERCIAL PROPERTIES INC	901 W SPRAGUE AVE	Private Property	\$442,000	\$554,300	\$996,300	\$0	\$1,124.42
35192.0508	2	WESTERN UNITED LIFE ASSURANCE COMPANY	902 W 1ST AVE	Private Property	\$367,500	\$1,687,400	\$2,054,900	\$0	\$2,319.16
35192.0509	2	WESTERN UNITED LIFE ASSURANCE COMPANY	929 W SPRAGUE AVE	Private Property	\$1,612,000	\$4,288,200	\$5,900,200	\$0	\$6,658.97



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35192.0603	2	DVP HISTORIC HOLDINGS, LLC	10 S POST ST	Hotels & Motels	\$2,790,000	\$41,248,100	\$44,038,100	\$0	\$0.00
35192.0708	2	WASH TRUST BANK	717 W SPRAGUE AVE	Private Property	\$2,433,370	\$20,260,500	\$22,693,870	\$0	\$25,612.30
35192.0803	2	PYROTEK INC	705 W 1ST AVE	Private Property	\$886,180	\$4,436,200	\$5,322,380	\$0	\$6,006.84
35192.0804	2	DVP TOWER HOLDINGS, LLC	111 S POST ST	Hotels & Motels	\$1,161,640	\$36,951,800	\$38,113,440	\$0	\$0.00
35192.0901	2	CITYCENTER, LLC	827 W 1ST AVE STE 315	Private Property	\$605,120	\$1,510,700	\$2,115,820	\$0	\$2,387.91
35192.0902	2	CITYCENTER, LLC	819 W 1ST AVE	Private Property	\$201,710	\$0	\$201,710	\$0	\$227.65
35192.0903	2	51-02302, LLC	817 W 1ST AVE	Private Property	\$504,090	\$10,700	\$514,790	\$0	\$580.99
35192.0907	2	DVP TOWER HOLDINGS, LLC	813 W 1ST AVE	Private Property	\$938,300	\$5,419,400	\$6,357,700	\$0	\$7,175.30
35192.1001	2	BARNETT PROPERTY INVESTMENTS, LLC	927 W 1ST AVE	Private Property	\$233,040	\$3,300	\$236,340	\$0	\$266.73
35192.1002	2	BARNETT PROPERTY INVESTMENTS, LLC	923 W 1ST AVE	Private Property	\$233,010	\$24,300	\$257,310	\$0	\$290.40
35192.1003	2	BARNETT PROPERTY INVESTMENTS, LLC	917 W 1ST AVE	Private Property	\$232,980	\$465,400	\$698,380	\$0	\$788.19
35192.1004	2	BARNETT PROPERTY INVESTMENTS, LLC	911 W 1ST AVE	Private Property	\$232,950	\$415,700	\$648,650	\$0	\$732.07
35192.1005	2	GVD COMMERCIAL PROPERTIES INC	909 W 1ST AVE	Private Property	\$116,460	\$994,700	\$1,111,160	\$0	\$1,254.06
35192.1006	2	GVD COMMERCIAL PROPERTIES, INC	901 W 1ST AVE	Exempt	\$349,290	\$1,155,600	\$1,504,890	\$0	\$0.00
35192.1101	2	NEW MADISON, LLC	1021 W 1ST AVE	Private Property	\$451,120	\$5,622,100	\$6,073,220	\$0	\$6,854.24
35192.1102	2	GVD PARTNERS, LP	1017 W 1ST AVE	Private Property	\$233,280	\$1,168,500	\$1,401,780	\$0	\$1,582.05
35192.1103	2	GVD PARTNERS, LP	1011 W 1ST AVE	Private Property	\$233,250	\$4,000,000	\$4,233,250	\$0	\$4,777.65
35192.1104	2	GVD HOSPITALITY MANAGEMENT SERVICES	1001 W 1ST AVE	Hotels & Motels	\$466,380	\$4,082,000	\$4,548,380	\$0	\$0.00
35192.1201	3	KERRY LEASE & ASSOCIATES ETAL	115 S JEFFERSON ST	Private Property	\$225,820	\$781,000	\$1,006,820	\$0	\$723.10
35192.1202	3	KERRY LEASE & ASSOCIATES ETAL	1121 W 1ST AVE	Private Property	\$225,790	\$810,200	\$1,035,990	\$0	\$744.05
35192.1204	3	TWAIN GL XXVI, LLC	110 S MADISON ST	Hotels & Motels	\$451,390	\$0	\$451,390	\$0	\$0.00
35192.1209	3	1111 WEST 1ST LLC	1111 W 1ST AVE	Private Property	\$348,000	\$2,616,200	\$2,964,200	\$0	\$2,128.89
35192.1210	3	TWAIN GL XXVI, LLC	1118 W RAILROAD ALLEY AVE	Private Property	\$103,500	\$1,500	\$105,000	\$0	\$112.86
35192.1301	3	ADAMS PROJECT LLC	1229 W 1ST AVE	Private Property	\$226,110	\$4,469,190	\$4,695,300	\$0	\$3,372.16
35192.1302	3	MIKALSON, JOFREDA H	1223 W 1ST AVE	Private Property	\$233,880	\$3,800	\$237,680	\$0	\$170.70
35192.1303	3	MIKALSON, JOFREDA H	1217 W 1ST AVE	Private Property	\$233,850	\$788,200	\$1,022,050	\$0	\$734.04
35192.1304	3	1209 First B3SMD LLC	1209 W 1ST AVE	Private Property	\$467,580	\$547,500	\$1,015,080	\$0	\$729.03
35192.1305	3	SPOKANE HOUSING AUTHORITY	108 S JEFFERSON ST	Exempt	\$218,150	\$4,218,250	\$4,436,400	\$0	\$0.00
35192.1401	3	ELDRIDGE BUILDING LLC	1319 W 1ST AVE	Private Property	\$498,360	\$2,128,200	\$2,626,560	\$0	\$1,886.40
35192.1426	3	ELDRIDGE BUILDING LLC	1313 W 1ST AVE	Private Property	\$254,520	\$6,300	\$260,820	\$0	\$187.32
35192.1427	3	1ST AVENUE CHELAN, LLC	1307 W 1ST AVE	Private Property	\$520,320	\$11,149,680	\$11,670,000	\$0	\$8,381.39
35192.5302	2	GVD COMMERCIAL PROPERTIES, INC	123 S POST ST	Hotels & Motels	\$546,780	\$2,125,700	\$2,672,480	\$0	\$0.00

# Downtown Spokane Improvement District 2025 Property Assessment Roll



35192.5322	2	CHANDLER BUILDERS, LLC	118 S LINCOLN ST	Private Property	\$219,570	\$597,500	\$817,070	\$0	\$922.15
35192.5323	2	JP SPOKANE VI, LLC	122 S LINCOLN ST	Private Property	\$104,730	\$340,500	\$445,230	\$0	\$502.49
35192.5324	2	121 MONROE, LLC	121 S MONROE ST	Private Property	\$545,490	\$32,100	\$577,590	\$0	\$651.87
35192.5327	3	PACIFIC PAK	124 S JEFFERSON ST	Private Property	\$165,000	\$114,700	\$279,700	\$0	\$200.88
35192.5328	3	PACIFIC PAK	1212 W RAILROAD AVE	Private Property	\$165,000	\$73,300	\$238,300	\$0	\$171.15
35192.5329	3	PACIFIC PAK	1216 W RAILROAD AVE	Private Property	\$165,000	\$140,400	\$305,400	\$0	\$219.34
35192.5330	2	TWIN STACKS INC	121 S LINCOLN ST	Private Property	\$478,350	\$14,500	\$492,850	\$0	\$556.23
35192.5331	2	TWIN STACKS INC	126 S POST ST	Private Property	\$479,700	\$14,500	\$494,200	\$0	\$557.75
35192.5333	3	BARTON PROPERTIES LLC	119 S JEFFERSON ST	Private Property	\$897,680	\$783,000	\$1,680,680	\$0	\$1,207.06
35192.5336	2	WALL STREET STORAGE, LLC	124 S WALL ST	Private Property	\$353,500	\$2,346,500	\$2,700,000	\$0	\$3,047.22
35192.5337	3	ELDRIDGE BUILDING LLC	123 S CEDAR ST	Private Property	\$339,000	\$4,800	\$343,800	\$0	\$246.92
35192.5338	3	REES CREDIT SHELTER TRUST	1221 W RAILROAD ALLEY AVE UNIT 1	Residential	\$76,160	\$403,100	\$479,260	\$197	\$0.00
35192.5339	3	WILLIAMS, MEGAN E / EVERETT, BRENDA A	1221 W RAILROAD ALLEY AVE UNIT 2	Residential	\$76,160	\$295,400	\$371,560	\$152	\$0.00
35192.5340	3	HATLEY, TOBBY W/ HATLEY, F W & J L	1221 W RAILROAD ALLEY AVE UNIT 3	Residential	\$76,160	\$308,900	\$385,060	\$158	\$0.00
35192.5341	3	ELIGSEN, RICHARD & MICHELLE	1221 W RAILROAD ALLEY AVE UNIT 4	Residential	\$76,160	\$493,300	\$569,460	\$221	\$0.00
35192.5342	3	SCOGGINS, ROBERT M & MAREN W	1221 W RAILROAD ALLEY AVE UNIT 5	Residential	\$76,160	\$295,300	\$371,460	\$152	\$0.00
35192.5343	3	CASSIDA, BRENDAN W	1221 W RAILROAD ALLEY AVE UNIT 6	Residential	\$76,160	\$274,200	\$350,360	\$144	\$0.00
35192.5344	3	BOARDMAN, MARY LYNN	1222 W RAILROAD ALLEY AVE UNIT 7	Residential	\$76,160	\$238,700	\$314,860	\$129	\$0.00
35192.5345	3	SHORT, BRYAN C	1222 W RAILROAD ALLEY AVE UNIT 8	Residential	\$76,160	\$386,200	\$462,360	\$190	\$0.00
35192.5346	3	SWEENEY, MORGAN	1222 W RAILROAD ALLEY AVE UNIT 9	Residential	\$76,160	\$416,000	\$492,160	\$202	\$0.00
35192.5347	3	DAVIS, PAUL M & LESLIE S	1222 W RAILROAD ALLEY AVE UNIT 10	Residential	\$76,160	\$568,400	\$644,560	\$221	\$0.00
35192.5348	3	DEARDEN, BRYAN & MICHELLE	1222 W RAILROAD ALLEY AVE UNIT 11	Residential	\$76,160	\$277,200	\$353,360	\$145	\$0.00
35192.5350	2	GVD PARTNERS, LP	121 S MADISON ST	Private Property	\$191,340	\$10,600	\$201,940	\$0	\$227.91
35192.5354	2	ELECTRIC & RAILSIDE LLC	122 S MONROE ST	Private Property	\$232,350	\$969,100	\$1,201,450	\$0	\$1,355.96
35192.5355	2	GVD PARTNERS, LP	1020 W RAILROAD AVE	Private Property	\$210,570	\$12,500	\$223,070	\$0	\$251.76
35192.5357	2	ELECTRIC & RAILSIDE LLC	1012 W RAILROAD AVE	Private Property	\$149,870	\$540,430	\$690,300	\$0	\$779.07
35192.5358	3	1ST AVENUE CHELAN, LLC	116 S ADAMS ST	Private Property	\$454,200	\$37,300	\$491,500	\$0	\$353.00

# Downtown Spokane Improvement District 2025 Property Assessment Roll



35192.5901	3	KOLVA, HARRY J / SULIVAN PATRICIA J	115 S ADAMS ST UNIT 201	Residential	\$51,170	\$566,300	\$617,470	\$0	\$220.59
35192.5902	3	KOLVA-SULLIVAN, L.L.C.	115 S ADAMS ST UNIT 202	Residential	\$51,170	\$243,100	\$294,270	\$0	\$120.77
35192.5903	3	LEWIS, SCOTT L & JANINE L	115 S ADAMS ST UNIT 203	Residential	\$51,170	\$294,600	\$345,770	\$0	\$141.90
35192.5904	3	KOLVA-SULLIVAN, L.L.C.	115 S ADAMS ST UNIT 204	Residential	\$51,170	\$363,400	\$414,570	\$0	\$170.14
35192.5905	3	ARCHIE BRAY FOUNDATION	115 S ADAMS ST UNIT 5	Residential	\$51,170	\$367,500	\$418,670	\$0	\$171.82
35192.5906	3	KOLVA-SULLIVAN, L.L.C.	115 S ADAMS ST UNIT 6	Residential	\$51,170	\$287,400	\$338,570	\$0	\$138.95
35192.5907	3	KOLVA-SULLIVAN, L.L.C.	115 S ADAMS ST UNIT A	Residential	\$39,810	\$44,000	\$83,810	\$0	\$112.86
35192.5908	3	KOLVA-SULLIVAN, L.L.C.	115 S ADAMS ST UNIT B	Residential	\$39,810	\$79,800	\$119,610	\$0	\$112.86
35192.6001	2	FLANIGAN INVESTMENTS LLC	1016 W RAILROAD AVE UNIT 101	Residential	\$96,200	\$284,200	\$380,400	\$0	\$220.59
35192.6002	2	HOWARD, MARK A	1016 W RAILROAD AVE UNIT 201	Residential	\$69,400	\$333,400	\$402,800	\$0	\$220.59
35192.6003	2	LONGMEIER, BRUCE	1016 W RAILROAD AVE UNIT 202	Residential	\$69,400	\$362,100	\$431,500	\$0	\$220.59
35192.6004	2	PIQUE, HALSTON B/PIQUE, DWYANE B & CINDY	1016 W RAILROAD AVE UNIT 203	Residential	\$69,400	\$318,500	\$387,900	\$0	\$220.59
35192.6005	2	SAILER, RICHARD/FUJIMAKI, JOYCE R	1016 W RAILROAD AVE UNIT 204	Residential	\$69,400	\$362,200	\$431,600	\$0	\$220.59
35192.6006	2	FENSTER, TRUDI KAY & LARRY LEE	1016 W RAILROAD AVE UNIT 301	Residential	\$69,400	\$223,500	\$292,900	\$0	\$180.31
35192.6007	2	HEIMBIGNER, JACOB J / HASWELL, KELLY M	1016 W RAILROAD AVE UNIT 302	Residential	\$69,400	\$278,700	\$348,100	\$0	\$214.29
35192.6008	2	STEWART, JESSICA M	1016 W RAILROAD AVE UNIT 303	Residential	\$69,400	\$218,600	\$288,000	\$0	\$177.29
35192.6009	2	SIDLES, KENNETH & MICHELLE	1016 W RAILROAD AVE UNIT 304	Residential	\$69,400	\$279,100	\$348,500	\$0	\$214.54
35192.6010	2	LOCKETT, MACK	1016 W RAILROAD AVE UNIT 401	Residential	\$69,400	\$212,700	\$282,100	\$0	\$173.66
35192.6011	2	STEELE, JEFF B & CAROLINE L	1016 W RAILROAD AVE UNIT 402	Residential	\$69,400	\$283,000	\$352,400	\$0	\$216.94
35192.6012	2	HANNIGAN, CHRISTOPHER & SARA A	1016 W RAILROAD AVE UNIT 403	Residential	\$69,400	\$221,400	\$290,800	\$0	\$179.02
35192.6013	2	HALL, JOSHUA K & KATE A	1016 W RAILROAD AVE UNIT 404	Residential	\$69,400	\$283,000	\$352,400	\$0	\$216.94



**Downtown Spokane Improvement District  
2025 Property Assessment Roll**



35192.6014	2	ANDREWS, JASON J & JENNIFER B	1016 W RAILROAD AVE UNIT 501	Residential	\$69,400	\$445,600	\$515,000	\$0	\$220.59
35192.6015	2	BENJAMIN MILBRATH REVOCABLE LIVING TRUST	1016 W RAILROAD AVE UNIT 502	Residential	\$69,400	\$458,900	\$528,300	\$0	\$220.59
									\$1,048,669.60

# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
12	2	ALSC Architects	203 N Washington St	#400	Office Upper	14707		\$2,058.98
14	3C	Tegria	111 W North River Dr	#206	Office Upper	5009		\$601.08
17	2	Ampco Parking	Spokane Falls Blvd & Stevens St		Commercial Parking	151		\$588.90
18	3B	Diamond Parking	311 W Main Ave		Commercial Parking	101		\$315.12
20	2	Elkay Interior Systems	421 W Riverside Ave	#902	Office Upper	1218		\$170.52
25	3B	Express Employment Professionals	331 W Main Ave		Office Ground	1200	\$180.00	\$0.00
25	3B	Express Employment Professionals	331 W Main Ave		Office Upper	276	\$33.12	\$0.00
29	2	Auntie's Bookstore	402 W Main Ave	#101	Retail Ground	8159		\$1,550.21
30	3A	Automotive Jobber Supply	125 S Walnut St		Retail Ground	900		\$144.00
30	3A	Automotive Jobber Supply	125 S Walnut St		Office Ground	16000		\$2,400.00
38	2	Federal Defenders	601 W Riverside Ave	#900	Exempt	15846		\$0.00
41	2	Nudo	818 W Sprague Ave		Retail Ground	1887		\$358.53
43	3C	Queen of Sheba	621 W Mallon Ave	#426	Retail Ground	1009		\$161.44
49	1	Pandora Ventures, LLC	808 W Main Ave	#237	Retail Skywalk	1843		\$626.62
55	3C	A&A Construction	621 W Mallon Ave	#509	Office Upper	2257		\$270.84
57	2	Daily Grind Downtown	421 W Riverside Ave	#207	Retail Skywalk	840		\$159.60
59	2	Nectar Catering and Events	120 N Stevens St		Retail Basement	2700		\$378.00
59	2	Fete - A Nectar Co	120 N Stevens St		Retail Ground	2700		\$513.00
61	3A	Buena Vista 41, LLC	11 S Cedar St		Apartments	41		\$191.88
62	2	Trek Architecture	122 S Monroe St	#204	Office Upper	693		\$112.86
63	1	Anthropologie	885 W Main Ave		Retail Ground	12000		\$4,080.00
64	3B	NW Investment Advisors	9 S Washington St	#210	Office Upper	1400		\$168.00
68	2	First Interstate Bank	421 W Riverside Ave	#1100	Office Upper	21366		\$2,991.24
73	2	Levy Law Firm PLLC	421 W Riverside Ave	#381	Office Upper	305		\$112.86
77	3B	Billie Tyler Therapy	9 S Washington St	#420	Office Upper	980		\$117.60
78	2	PacificSource	601 W Riverside Ave	#120	Office Ground	2420		\$435.60
83	2	Rainbow Connection Daycare	621 W Sprague Ave		Office Ground	6128		\$1,103.04
91	2	Satellite Diner and Lounge	425 W Sprague Ave		Retail Ground	4400		\$836.00
92	2	Spokane City Ramp LLC	430 W 1st Ave		Commercial Parking	225		\$877.50
96	3C	Clinkerdagger	621 W Mallon Ave	#404	Retail Ground	8262		\$1,321.92
99	2	MW Consulting Engineers	601 W 1st Ave	#1300	Office Upper	9242		\$1,293.88
100	1	Couer d'Alene Plaza Apartments	228 N Howard St	#300	Apartments	64		\$400.00

# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
101	1	Witherspoon, Brajcich & McPhee	601 W Main Ave	#1400	Office Upper	12059		\$1,808.85
109	2	New York Life Insurance	601 W Riverside Ave	#1600	Office Upper	10308		\$1,443.12
110	3C	The Kitchen Engine	621 W Mallon Ave	#422	Retail Upper	600		\$72.00
114	2	Jacobs	999 W Riverside Ave	#500	Office Upper	6222		\$871.08
115	2	Terra Blanca Winery	926 W Sprague Ave	#100	Retail Ground	1737		\$330.03
117	2	Cowles Publishing Co - Parking	1010 W Sprague Ave		Commercial Parking	276		\$1,076.40
118	3C	AristaPoint	621 W Mallon Ave	#301	Retail Upper	1279		\$153.48
123	3C	Clinkerdagger	621 W Mallon Ave	#401	Retail Ground	707		\$113.12
125	2	CliftonLarsonAllen LLP	601 W Riverside Ave	#1950	Office Upper	10339		\$1,447.46
129	1	Innovia Foundation	818 W Riverside Ave	#650	Exempt	9844		\$0.00
130	1	Knapton Development LLC	530 W Main Ave	#321	Office Upper	1200		\$180.00
131	1	BDO USA LLP	221 N Wall St	#400	Office Upper	9209		\$1,381.35
133	1	RBC Wealth Management	601 W Main Ave	#1215	Office Upper	5290		\$793.50
136	2	Action Coach	421 W Riverside Ave	#1015	Office Upper	714		\$112.86
137	3B	Dania Furniture	319 W Riverside Ave		Retail Ground	55000		\$8,800.00
138	1	Wheatland Bank	222 N Wall St	#300	Office Upper	11714		\$1,757.10
149	3C	WIPFLI LLP	201 W North River Dr	#400	Office Upper	10080		\$1,209.60
152	1	Delay, Curran, Thompson & Pontarolo	601 W Main Ave	#1212	Office Upper	2936		\$440.40
155	2	GVD Commercial Properties	909 W 1st Ave	#B	Office Upper	2000		\$280.00
158	3C	The Car Park	621 W Mallon Ave		Commercial Parking	211		\$658.32
159	3B	Diamond Parking 2220	235 W Spokane Falls Blvd		Commercial Parking	190		\$592.80
160	3A	NAC Architecture - Parking	1208 W Sprague Ave		Commercial Parking	42		\$131.04
161	2	Steamplant Parking	126 S Post St		Commercial Parking	150		\$585.00
164	3C	Diamond Parking	709/711 N Lincoln St		Commercial Parking	28		\$112.86
169	1	Purgatory Craft Beer & Whiskey	524 W Main Ave		Retail Ground	2048		\$696.32
172	1	Johnson's Custom Jewelry Inc.	516 W Riverside Ave		Retail Ground	3400		\$1,156.00
179	2	Johnson Law Firm (also 220)	421 W Riverside Ave	#216	Office Upper	2400		\$336.00
180	2	Spokane Hoopfest Association	421 W Riverside Ave	#115	Office Ground	2695		\$485.10
182	2	Roen Associates Inc	121 S Wall St		Office Upper	3435		\$480.90
184	2	Murraysmith Inc	421 W Riverside Ave	#762	Office Upper	2589		\$362.46
190	2	Charles Reininger Winery	822 W Sprague Ave	#102	Retail Ground	800		\$152.00

# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
192	2	KPFF Engineering	421 W Riverside Ave	#524	Office Upper	2889		\$404.46
194	3C	Dresden Apartments	707 N Monroe St		Apartments	28		\$131.04
195	2	Patrick Downey Attorney at Law	421 W Riverside Ave	#275B	Office Upper	190		\$112.86
196	2	Madeleine's	415 W Main Ave	#103	Retail Ground	3046		\$578.74
202	3B	STCU - Investment Services	9 S Washington St	#105	Office Ground	900		\$135.00
203	3A	Myrtle Apartments	1214 W Sprague Ave		Apartments	18		\$112.86
206	3C	Cedar Coffee	701 N Monroe St		Retail Ground	1208		\$193.28
210	2	The Mango Tree	401 W Main Ave		Retail Ground	5400		\$1,026.00
212	3B	Anastasi Moore & Martin LLC	9 S Washington St	#600	Office Upper	8600		\$1,032.00
214	2	Ericksons Eyes	421 W Riverside Ave	#770	Office Upper	1293		\$181.02
215	2	WEB Properties	421 W Riverside Ave	#660	Office Upper	1965		\$275.10
220	2	Wellness Therapies LLC	421 W Riverside Ave	#1600	Office Upper	5583		\$781.62
221	2	Europa Restaurant & Bakery	125 S Wall St		Retail Ground	6742		\$1,280.98
223	1	Evans, Craven & Lackie PS	818 W Riverside Ave	#250	Office Upper	10664		\$1,599.60
225	3A	San Marco 40, LLC - Parking	1218 W Sprague Ave		Commercial Parking	25		\$112.86
228	3B	The Eye Care Team	126 N Washington St	#A	Retail Ground	4500		\$720.00
235	1	MacDonald-Miller	818 W Riverside Ave	#100	Office Ground	2700		\$513.00
236	2	Paulsen Center Management / West & V	421 W Riverside Ave	#204	Office Skywalk	1421		\$255.78
240	3A	Pacific Northwest Behavior	1209 W 1st Ave		Office Ground	3600		\$540.00
244	2	Northwest Hydraulic Consultants	505 W Riverside Ave	#530	Office Upper	2999		\$419.86
245	2	Parents Defense Counsel	505 W Riverside Ave	#600	Office Upper	7176		\$1,004.64
248	3C	McGann Corp (Arby's)	201 W North River Dr	#360	Office Upper	1228		\$147.36
250	3A	Rocket Bakery	1325 W 1st Ave	#101	Retail Ground	2500		\$400.00
251	3A	Dellwo Roberts & Scanlon PS	1124 W Riverside Ave	#310	Office Upper	1870		\$224.40
261	2	Spokane Symphony/Fox Theatre	1005 W Sprague Ave		Exempt	5000		\$0.00
265	3B	Riverfront Park Travel Apartments	218 N Bernard St		Apartments	27		\$126.36
270	3C	Sarah Mackenzie Media	201 W North River Dr	#370	Office Upper	605		\$112.86
281	3C	Golden Rule Brake Service	625 N Monroe St		Retail Ground	1856		\$296.96
282	3C	Turner, Stoeve & Gagliardi PS	201 W North River Dr	#190	Office Ground	3012		\$451.80
283	3C	Centennial Hotel	303 W North River Dr		Hotels & Motels	402		\$12,546.42
286	2	Goodyear Shoe Repair	414 W Sprague Ave		Retail Ground	840		\$159.60

# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
289	2	Thunder Pie Pizza	816 W Sprague Ave		Retail Ground	2000		\$380.00
291	2	Terrence Dunne CPA	421 W Riverside Ave	#610	Office Upper	1279		\$179.06
292	1	Goodale & Barbieri Company	818 W Riverside Ave	#300	Office Upper	5827		\$874.05
295	2	Chicken-N-Mo: Southern Style Cookin'	414 1/2 W Sprague Ave		Retail Ground	789		\$149.91
297	3A	Carnegie Nail Design	1317 W 1st Ave		Retail Ground	501		\$112.86
299	2	Mikes Mobile Shoe Shine	421 W Riverside Ave	#203	Retail Skywalk	322		\$112.86
301	2	Echo Boutique	1033 W 1st Ave		Retail Ground	1940		\$368.60
305	2	Downtown Grocery III	501 W Sprague Ave		Retail Ground	2000		\$380.00
308	2	The Check Point NW	2 N Post St	#2	Retail Ground	572		\$112.86
310	1	Entropy	101 N Stevens St		Office Ground	928		\$176.32
312	3B	High Nooner	237 W Riverside Ave		Retail Ground	2500		\$400.00
314	3C	The Kitchen Engine	621 W Mallon Ave	#419	Retail Upper	1088		\$130.56
316	3A	Do It With Soul	112 S Cedar St		Retail Ground	1800		\$288.00
320	1	Coffman Engineers	221 N Wall St	#500	Office Upper	19374		\$2,906.10
328	2	Kintyre Ink Tattoo	123 S Wall St		Office Upper	1711		\$239.54
330	2	First Interstate Bank	421 W Riverside Ave	#113	Retail Ground	16672		\$3,167.68
331	3A	Spokane County	1124 W Riverside Ave	#400	Exempt	3332		\$0.00
332	3A	Lady LLC	111 S Adams St	#101	Retail Ground	610		\$112.86
334	3A	Integrus Architecture	10 S Cedar St		Office Upper	7510		\$901.20
334	3A	Integrus Architecture	10 S Cedar St		Office Ground	8333		\$1,249.95
346	3B	CMC Tire Inc	9 S Washington St	#301	Office Upper	2937		\$352.44
347	2	Daley Management	421 W Riverside Ave	#470	Office Upper	700		\$112.86
355	2	Jimmy Z's Gastropub & Red Room Lounge	521 W Sprague Ave		Retail Ground	5639		\$1,071.41
364	2	Hotel Lusso	808 W Sprague Ave		Hotels & Motels	48		\$1,498.08
374	3C	Manpower LLC	201 W North River Dr	#210	Office Upper	1502		\$180.24
376	2	Kershaw's Inc.	119 S Howard St		Office Upper	10000		\$1,400.00
376	2	Kershaw's Inc.	119 S Howard St		Office Ground	10000		\$1,800.00
378	1	Kiemle & Hagood Company	601 W Main Ave	#400	Office Upper	12059		\$1,808.85
381	2	United Tile	421 W Riverside Ave	#300	Office Upper	934		\$130.76
382	2	Spokane Small Business Benefits	421 W Riverside Ave	#725	Office Upper	729		\$112.86
384	2	Lucky's Irish Pub	408 W Sprague Ave		Retail Ground	1250		\$237.50

# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
387	3A	Break Through Inc	1124 W Riverside Ave	#200	Office Upper	1462		\$175.44
390	3A	Elevar	1407 W 1st Ave		Retail Ground	1496		\$239.36
396	3C	Indy's Barbershop	711 N Monroe St		Retail Ground	1200		\$192.00
399	1	Malsam Tsang Structural Engineering	707 W Main Ave	#B9	Office Skywalk	1280		\$243.20
400	2	State Rep. Marcus Ricelli #317	421 W Riverside Ave	#317	Exempt	370		\$0.00
401	3B	Italian Kitchen	113 N Bernard St		Retail Ground	2200		\$352.00
403	2	Lukins & Annis Law Offices	717 W Sprague Ave	#1600	Office Upper	11560		\$1,618.40
412	1	Rocket Bakery	207 N Wall St		Retail Ground	250		\$112.86
415	2	Heartbreaker Tattoo and Artist Co-op	830 W Sprague Ave	#104	Retail Ground	2047		\$388.93
416	3C	Marguerite's Nail Boutique	621 W Mallon Ave	#417	Retail Ground	610		\$112.86
419	2	Law Offices of J. Scott Miller	421 W Riverside Ave	#711	Office Upper	690		\$112.86
424	2	Humble Abode Brewing	926 W Sprague Ave	#101	Retail Ground	3550		\$674.50
426	2	24 Taps	825 W Riverside Ave		Retail Ground	4775		\$907.25
427	2	Moss Adams LLP	601 W Riverside Ave	#1800	Office Upper	15157		\$2,121.98
428	3C	Mercer Global Advisors Inc	201 W North River Dr	#380	Office Upper	2819		\$338.28
435	3B	Lutheran Community Services Northwest	1 N Browne St		Exempt	1800		\$0.00
436	2	HMA	601 W 1st Ave	#1000	Office Upper	9205		\$1,288.70
437	1	CollinsWoerman	502 W Riverside Ave	#200	Office Upper	2815		\$422.25
439	3C	Spokane Home Care Services	201 W North River Dr	#335	Office Upper	5945		\$713.40
446	2	Buffalo Exchange	407 W Main Ave		Retail Ground	4000		\$760.00
447	2	Transcend Executive Group	905 W Riverside Ave	#311	Office Upper	2187		\$306.18
450	3C	Metro Eclectic	604 N Monroe St		Retail Ground	9000		\$1,440.00
451	1	Umpqua Bank	707 W Main Ave	#A2	Retail Ground	2856		\$971.04
452	3C	A&A Construction	621 W Mallon Ave	#603	Office Upper	1156		\$138.72
453	3B	Jumping Jackalope Axe Throwing	226 W Riverside Ave		Retail Ground	3500		\$560.00
454	3A	Motion Auto Supply	120 S Cedar St		Retail Ground	1500		\$240.00
463	2	Skewers Middle Eastern Street Food	1007 W 1st Ave		Retail Ground	1200		\$228.00
465	3B	Boiada Brazilian Grill	245 W Spokane Falls Blvd		Retail Ground	7200		\$1,152.00
469	3A	Edwidge Apartments	1227 W Riverside Dr		Apartments	15		\$112.86
473	2	Heartbreaker Studio	429 W 1st Ave		Retail Ground	800		\$152.00
475	2	Riverside Law Group	905 W Riverside Ave	#208	Office Upper	2387		\$334.18

# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
477	3B	West Riverside Apartments	221 W Riverside Ave		Apartments	24		\$112.86
478	2	New Madison Apartments	1029 W 1st Ave		Apartments	68		\$371.28
479	1	Hill International	818 W Riverside Ave	#400	Office Upper	3680		\$552.00
480	2	Cochinito Taqueria	10 N Post St	#14	Retail Ground	4780		\$908.20
482	1	Nordstrom	828 W Main Ave		Retail Upper	43000		\$6,450.00
482	1	Nordstrom	828 W Main Ave		Retail Ground	43000		\$14,620.00
482	1	Nordstrom	828 W Main Ave		Retail Skywalk	43000		\$14,620.00
494	3A	NAC Architecture	1203 W Riverside Dr		Office Ground	2685		\$402.75
494	3A	NAC Architecture	1203 W Riverside Dr		Office Upper	6704		\$804.48
495	2	Rey-Bear McLaughlin LLP	421 W Riverside Ave	#1004	Office Upper	1095		\$153.30
496	1	O'Doherty's Irish Grille	525 W Spokane Falls Blvd		Retail Ground	4000		\$1,360.00
500	1	Tavolata	221 N Wall St	#112	Retail Ground	8676		\$2,949.84
506	3B	Spokane Comedy Club	315 W Sprague Ave		Retail Ground	6000		\$960.00
510	2	The Parlour	401 W Riverside Ave	#101	Retail Ground	1965		\$373.35
515	3C	IFIOC	621 W Mallon Ave	#600	Office Upper	3578		\$429.36
517	2	Ignitum	601 W Riverside Ave	#1700	Office Upper	11215		\$1,570.10
518	2	Paine Hamblen PS	717 W Sprague Ave	#1200	Office Upper	7297		\$1,021.58
523	3B	Park Tower Apartments	217 W Spokane Falls Blvd		Apartments	185		\$865.80
524	1	Parkade Investors LLC	511 W Main Ave		Commercial Parking	944		\$4,417.92
525	1	Parkrite #1	Main Ave & Stevens St		Commercial Parking	144		\$673.92
527	3A	Pass Word Inc	1303 W 1st Ave	#200	Office Upper	3000		\$360.00
531	1	ESDI Corp	707 W Main Ave	#B1	Office Skywalk	13326		\$2,531.94
532	2	Best Law, PLLC	905 W Riverside Ave	#406	Office Upper	738		\$103.32
533	3C	Dave Christy Insurance	621 W Mallon Ave	#306	Office Upper	1833		\$219.96
535	1	T-Mobile	707 W Main Ave	#A4	Retail Ground	2070		\$703.80
537	2	Hahn Law	421 W Riverside Ave	#717	Office Upper	791		\$112.86
538	1	MacDonald-Miller Facility	818 W Riverside Ave	#350	Office Upper	3543		\$531.45
545	3B	Signia Capital	9 S Washington St	#520	Office Upper	325		\$112.86
549	3C	Century 21	101 W North River Dr		Office Ground	9234		\$1,385.10
554	2	UBS Financial Services	601 W Riverside Ave	#1200	Office Upper	9681		\$1,355.34
556	3C	Teleport Vintage + Co	917 W Broadway Ave		Retail Ground	289		\$112.86



# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
557	2	PM Jacoy	402 W Sprague Ave		Retail Ground	2000		\$380.00
558	3B	CMC Tire Inc	9 S Washington St	#201	Office Upper	1865		\$223.80
559	3C	The Kitchen Engine	621 W Mallon Ave	#416	Retail Upper	5414		\$649.68
560	2	Lee & Hayes PLLC	601 W Riverside Ave	#1400	Office Upper	15855		\$2,219.70
571	2	Ellen M. Hendrick PLLC	905 W Riverside Ave	#601	Office Upper	1131		\$158.34
578	2	Greater Spokane Incorporated	801 W Riverside Ave	#200	Office Upper	8200		\$1,148.00
586	3C	Iron & Gold Tattoo	705 N Monroe St		Retail Ground	1482		\$237.12
590	3A	Riverfalls Tower Apartments	1224 W Riverside Ave		Apartments	99		\$463.32
591	1	Riverpark Square Parking Garage	814 W Main Ave		Commercial Parking	1350		\$6,318.00
592	2	Anchored Art	421 W Riverside Ave	#108A	Retail Ground	2757		\$523.83
594	3C	Lembeck Appraisal & Consulting	201 W North River Dr	#305	Office Upper	2711		\$325.32
595	2	Sharp Appraisal	421 W Riverside Ave	#1009/#10	Office Upper	1111		\$155.54
596	2	Hayward Law	905 W Riverside Ave	#505	Office Upper	248		\$112.86
597	1	Alliant Insurance Services	818 W Riverside Ave	#700	Office Upper	11064		\$1,659.60
600	1	Purgatory	520 W Main Ave		Retail Ground	4800		\$1,632.00
601	2	Neato Burrito	827 W 1st Ave	#123	Retail Ground	2255		\$428.45
604	3C	Law Offices of D.C. Cronin	724 N Monroe St		Office Ground	2000		\$300.00
613	3A	San Marco 40, LLC	1229 W Riverside Dr		Apartments	40		\$187.20
615	2	Casey Law Office PS	421 W Riverside Ave	#1030	Office Upper	1970		\$275.80
619	2	The Legal Hill & Reid Legal Office	421 W Riverside Ave	#812	Office Upper	1364		\$190.96
620	2	Bank of America	601 W Riverside Ave		Office Ground	28192		\$5,074.56
624	1	D. A. Davidson	601 W Main Ave	#1300	Office Upper	9000		\$1,350.00
626	2	Marken Law Group	905 W Riverside Ave	#603	Office Upper	265		\$112.86
629	3A	Grand Coulee Apartments	106 S Cedar St		Apartments	20		\$112.86
632	1	Inland Wellness	510 W Riverside Ave	#206	Office Upper	2007		\$301.05
635	2	The Monterey Café	9 N Washington St		Retail Ground	800		\$152.00
643	3A	Parkview West Apartments	1309 W 1st Ave		Apartments	51		\$238.68
644	2	Chair Six Financial Planning PLLC	905 W Riverside Ave	#201	Office Upper	563		\$112.86
646	2	Central Court Reporting & Video	421 W Riverside Ave	#1010	Office Upper	940		\$131.60
650	2	Solitude Barber	9 S Howard St		Retail Ground	680		\$129.20
651	2	Prime Real Estate Group	417 W 1st Ave	#1A	Office Ground	1300		\$234.00



# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
653	3A	POP Balloon Bar	1319 W 1st Ave		Retail Ground	1850		\$296.00
654	1	USL Spokane - Main Office	530 W Main Ave	#201	Retail Upper	2220		\$333.00
656	3B	Metropolitan Apartments	111 N Bernard St		Apartments	31		\$145.08
658	3B	Minuteman Press	256 W Riverside Ave		Office Ground	5000		\$750.00
661	2	Pure Salon & Spa	423 W 1st Ave	#100	Retail Ground	790		\$150.10
664	1	GreyStar	510 W Riverside Ave	#200	Office Upper	2647		\$397.05
670	1	Downtown Spokane Partnership	818 W Riverside Ave	#120	Office Ground	3400		\$646.00
672	1	Soulful Soups and Spirits	117 N Howard St	#100	Retail Ground	1200		\$408.00
679	1	4AM	808 W Main Ave	#209	Retail Skywalk	1458		\$112.86
681	2	Steam Plant Hotel	123 S Post St		Hotels & Motels	44		\$1,373.24
682	2	Propaganda Creative	123 S Wall St		Office Upper	7250		\$1,015.00
685	3B	Hale Lofts	227 W Riverside Ave		Apartments	12		\$112.86
686	1	The North Face	706 W Main Ave	#125	Retail Ground	4482		\$1,523.88
689	3A	Jessica Halliday	1325 W 1st Ave	#316	Retail Upper	235		\$112.86
692	2	The Missing Piece Tattoo	410 W Sprague Ave		Retail Ground	1250		\$237.50
695	3B	The Onion Bar & Grill	302 W Riverside Ave		Retail Ground	4500		\$720.00
696	2	Conlin, Maloney & Miller	421 W Riverside Ave	#911	Office Upper	1152		\$161.28
697	2	Randall Danskin	601 W 1st Ave	#800	Office Upper	9205		\$1,288.70
698	3C	Tobacco World	621 W Mallon Ave	#406	Retail Ground	757		\$121.12
700	2	Hotel Ruby	901 W 1st Ave		Hotels & Motels	36		\$1,123.56
703	2	Michael Building Apartments	826 W Sprague Ave		Apartments	18		\$112.86
706	1	Crafted Beauty (RMB Holdings)	510 W Riverside Ave	#100	Retail Ground	5788		\$1,967.92
708	2	Brews Brothers Espresso Lounge	734 W Sprague Ave	#134	Retail Ground	1026		\$194.94
709	3A	Studio One Hair & Body Salon	1311 W Sprague Ave		Retail Ground	1500		\$240.00
723	1	KSB Litigations PS	510 W Riverside Ave	#300	Office Upper	4536		\$680.40
724	2	US Bank of Washington	422 W Riverside Ave	#100	Office Ground	17718		\$3,189.24
727	3C	Coeur d'Alene	111 W North River Dr	#100	Exempt	3224		\$0.00
728	1	CenturyLink	601 W Main Ave	#500	Office Upper	5147		\$772.05
729	1	Wells St. John	601 W Main Ave	#600	Office Upper	3041		\$456.15
731	3C	Varela & Associates	601 W Mallon Ave	#A	Office Ground	1350		\$202.50
736	1	JP Morgan Chase Bank	601 W Main Ave	#100	Office Ground	6408		\$1,217.52

# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
742	2	Gilbert Law Firm PS	421 W Riverside Ave	#1400	Office Upper	3450		\$483.00
743	2	Washington Trust Bank	717 W Sprague Ave	#104	Office Ground	573		\$103.14
743	2	Washington Trust Bank	717 W Sprague Ave	#S010-S04	Office Upper	1254		\$175.56
743	2	Washington Trust Bank	717 W Sprague Ave	#101	Office Ground	3917		\$705.06
743	2	Washington Trust Bank	717 W Sprague Ave	#100	Retail Ground	4379		\$832.01
743	2	Washington Trust Bank	717 W Sprague Ave	#102	Office Ground	7128		\$1,283.04
743	2	Washington Trust Bank	717 W Sprague Ave	#110	Office Ground	8069		\$1,452.42
743	2	Washington Trust Bank	717 W Sprague Ave	#109	Office Ground	10440		\$1,879.20
745	3C	Waddell & Reed	201 W North River Dr	#500	Office Upper	2136		\$256.32
748	3A	Brick West Brewing Co	1318 W 1st Ave		Retail Ground	6600		\$1,056.00
751	3A	Elizabeth Bowers Bay Street Photo	1325 W 1st Ave	#300	Office Upper	388		\$112.86
752	1	Burlwood Wealth	601 W Main Ave	#820	Office Upper	1761		\$264.15
754	2	Ridpath Club Apartments	515 W Sprague Ave		Apartments	206		\$1,124.76
758	1	Devfusion	502 W Riverside Ave	#103	Office Ground	2413		\$458.47
764	2	Winston & Cashatt PS	601 W Riverside Ave	#1900	Office Upper	3862		\$540.68
771	2	Joseph L. Schmitz	422 W Riverside Ave	#1407	Office Upper	2613		\$365.82
773	3C	Wonders of the World	621 W Mallon Ave	#412	Retail Ground	3035		\$485.60
777	2	People's Waffle	15 S Howard St		Retail Ground	1754		\$333.26
778	2	Emma Rue's	17 S Howard St		Retail Ground	1754		\$333.26
1009	1	Richards Merrill Wealth Management	618 W Main Ave	#201	Office Upper	4900		\$735.00
1156	1	Wheatland Bank	222 N Wall St	#101	Office Ground	2743		\$521.17
1161	2	Diamond Parking	416 W Riverside Ave		Commercial Parking	33		\$128.70
1162	2	Diamond Parking	331 W Riverside Ave		Commercial Parking	56		\$218.40
1163	2	Diamond Parking	422 W Sprague Ave		Commercial Parking	25		\$112.86
1165	2	Mootsy's Tavern	406 W Sprague Ave		Retail Ground	1436		\$272.84
1166	1	Dunn & Black PS	111 N Post St	#300	Office Upper	8595		\$1,289.25
1170	3C	XS Wholesales Jewelers	621 W Mallon Ave	#307	Retail Ground	1296		\$207.36
1171	3C	Chateau Rive	621 W Mallon Ave	#308	Retail Ground	878		\$140.48
1180	2	Cutting Edge Communications	422 W Riverside Ave	#1508/150	Office Upper	447		\$62.58
1190	1	Mizuna Restaurant & Wine Bar	214 N Howard St		Retail Ground	4000		\$1,360.00
1194	2	Joe's Mini Market	701 W Riverside Ave	#D	Retail Ground	772		\$146.68

# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
1198	1	Fellowship Financial Planning	502 W Riverside Ave	#203	Retail Skywalk	950		\$323.00
1199	1	Carhartt	530 W Main Ave		Retail Ground	3600		\$1,224.00
1204	1	Spokane Exercise Equipment	511 W Main Ave		Retail Ground	8800		\$2,992.00
1209	2	Subway	701 W Riverside Ave	#A1	Retail Ground	820		\$155.80
1212	2	Brews Brothers Bistro	601 W 1st Ave		Retail Ground	1000		\$190.00
1217	3C	FinnBoy Records, Books & Curio	620 N Monroe St		Retail Ground	3750		\$600.00
1218	3C	Alexander York - The Salon & Barbershop	618 N Monroe St		Retail Ground	1225		\$196.00
1220	1	Urban Outfitters #1026	702 W Main Ave	#100	Retail Ground	5088		\$1,729.92
1223	2	Bruttles Gourmet Candy	828 W Sprague Ave	#103	Retail Ground	1362		\$258.78
1227	1	PAE/Luma	530 W Main Ave	#202	Office Upper	1900		\$285.00
1231	1	Atticus Coffee and Gifts	222 N Howard St		Retail Ground	2950		\$1,003.00
1232	3A	Andy's Bar	1401 W 1st Ave		Retail Ground	834		\$133.44
1233	3A	Spokane Bicycle Repair	1405 W 1st Ave		Retail Ground	4077		\$652.32
1236	2	Lilac City Lofts	415 W Sprague Ave		Hotels & Motels	4		\$124.84
1250	1	Behavioral Health Practice Services	221 N Wall St	#202	Office Upper	5342		\$801.30
1277	2	Argia North America / Group Argia	422 W Riverside Ave	#324	Office Upper	702		\$112.86
1282	2	Verizon Communications	422 W Riverside Ave	#615	Office Upper	1234		\$172.76
1285	2	Tierpoint	422 W Riverside Ave	#816	Office Upper	429		\$112.86
1290	2	Neutron LLC	422 W Riverside Ave	#1401	Office Upper	988		\$138.32
1292	2	CenturyLink	422 W Riverside Ave	#1503	Office Upper	662		\$92.68
1293	2	Light Speed Networks	422 W Riverside Ave	#328	Office Upper	435		\$112.86
1294	2	Verizon Wireless Corp Office	422 W Riverside Ave	#1513	Office Upper	564		\$112.86
1299	2	Gordon Rees Scully Mansukhani	421 W Riverside Ave	#1555	Office Upper	1561		\$218.54
1301	2	Paulsen Business Center (USPS)	421 W Riverside Ave	#103	Office Ground	653		\$117.54
1304	2	Teneff Jewellery	421 W Riverside Ave	#280	Office Skywalk	2635		\$474.30
1307	2	Premier 1031	421 W Riverside Ave	#461	Office Upper	1382		\$193.48
1310	2	HSSA of Spokane County	421 W Riverside Ave	#661	Exempt	610		\$0.00
1312	2	Neil Humphries Law Office	421 W Riverside Ave	#704	Office Upper	1064		\$148.96
1313	2	Law Office of Jacqueline Porter	421 W Riverside Ave	#707	Office Upper	1116		\$156.24
1314	2	Floyd & Kane PLLC	421 W Riverside Ave	#670	Office Upper	637		\$112.86
1316	2	Douglas Kenoyer	421 W Riverside Ave	#802	Office Upper	1057		\$147.98

# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
1317	2	Kauffman & Associates	421 W Riverside Ave	#450	Office Upper	2622		\$367.08
1318	2	Sodemann Document Services Inc	421 W Riverside Ave	#868	Office Upper	2177		\$304.78
1320	2	Gobel Law Office PLLC	421 W Riverside Ave	#908	Office Upper	1059		\$148.26
1321	2	Stevens Clay PS	421 W Riverside Ave	#1575	Office Upper	3571		\$499.94
1323	2	Weathers & Associates	421 W Riverside Ave	#1081	Office Upper	1335		\$186.90
1329	2	SPARK Financial	421 W Riverside Ave	#407	Office Upper	467		\$112.86
1330	2	Resolved Counseling	421 W Riverside Ave	#460	Office Upper	497		\$112.86
1332	2	Shaw Contract	421 W Riverside Ave	#468	Office Upper	708		\$112.86
1336	2	Rich Lewis	421 W Riverside Ave	#512	Office Upper	658		\$112.86
1341	2	Roginski & Strine	421 W Riverside Ave	#516	Office Upper	964		\$134.96
1342	2	Anchored Art	421 W Riverside Ave	#702	Retail Upper	877		\$122.78
1343	2	Cynthia Schwartz PS	421 W Riverside Ave	#720	Office Upper	1246		\$174.44
1344	2	ReachBio Research Labs	421 W Riverside Ave	#763	Office Upper	867		\$121.38
1348	2	Northwest Law	421 W Riverside Ave	#308	Office Upper	1035		\$144.90
1349	2	Parke Gordon LLC	421 W Riverside Ave	#515	Office Upper	1164		\$162.96
1351	2	Sharp Appraisal	421 W Riverside Ave	#1006	Office Upper	390		\$54.60
1353	2	Vorpahl Wing Securities	421 W Riverside Ave	#1020	Office Upper	4110		\$575.40
1356	2	Diamond Parking Services LLC	421 W Riverside Ave	#1250	Office Upper	2979		\$417.06
1358	2	Ruby Moon Healing LLC	7 S Howard St	#216	Office Upper	359		\$112.86
1359	2	Symons Hotel	7 S Howard St		Hotels & Motels	9		\$280.89
1363	2	Symons Apartments	7 S Howard St	3rd & 4th	Apartments	14		\$112.86
1367	2	Van Valkenberg James	421 W Riverside Ave	#602	Office Upper	639		\$89.46
1370	2	Kindnss	522 W 1st Ave		Office Upper	1385		\$193.90
1375	1	Fellowship Financial Planning	502 W Riverside Ave	#201	Office Upper	1891		\$283.65
1377	2	Johnson Law Firm (also 216)	421 W Riverside Ave	#220	Office Upper	3452		\$483.28
1381	3C	Comcast Effectv	621 W Mallon Ave	#200	Office Upper	5743		\$689.16
1384	3C	Loran Graham Co	621 W Mallon Ave	#505	Office Upper	504		\$56.43
1386	3C	PNWFL Spokane PLLC	621 W Mallon Ave	#309	Office Ground	6145		\$921.75
1410	1	RBC Wealth Management	601 W Main Ave	#1214	Office Upper	3296		\$494.40
1412	2	Counseling Centers of Spokane	422 W Riverside Ave	#518	Office Upper	4654		\$651.56
1413	2	James Spurgetis	422 W Riverside Ave	#620	Office Upper	3425		\$479.50

# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
1418	2	Richter Wimberley PS	422 W Riverside Ave	#1300	Office Upper	4204		\$588.56
1424	2	Schoedel & Schoedel CPA's PLLC	422 W Riverside Ave	#1420	Office Upper	4752		\$665.28
1426	2	Redstone Spokane I - Conference Room	601 W Riverside Ave	#206	Office Upper	536		\$112.86
1446	2	Wells Fargo Corporate Properties	601 W 1st Ave	#700	Office Upper	9205		\$1,288.70
1448	2	Clearwater Paper Corp	601 W Riverside Ave	#1000	Office Upper	15856		\$2,219.84
1451	1	Kutak Rock LLP	510 W Riverside Ave	#800	Office Upper	4536		\$680.40
1492	3B	Studio+Architects	9 S Washington St	#518	Office Upper	1400		\$168.00
1493	3B	4th Ave Capital	9 S Washington St	#515	Office Upper	2500		\$300.00
1498	2	The Bagel Authority	903 W Riverside Ave	#102	Retail Ground	1416		\$269.04
1500	2	Community Frameworks	907 W Riverside Ave	#103	Exempt	2715		\$0.00
1502	2	Horizon Housing Alliance	905 W Riverside Ave	#202	Office Upper	483		\$112.86
1503	2	Amanda Keeley Photography	905 W Riverside Ave	#316	Office Upper	385		\$112.86
1505	2	Conservation NW	905 W Riverside Ave	#301	Exempt	595		\$0.00
1506	2	Amber Fino Photography	905 W Riverside Ave	#401	Office Upper	590		\$112.86
1507	2	Facets of the Heart	905 W Riverside Ave	#416	Office Upper	892		\$124.88
1508	2	Best Law, PLLC	905 W Riverside Ave	#409	Office Upper	1592		\$222.88
1509	2	ECW Beauty	905 W Riverside Ave	#501	Office Upper	1044		\$146.16
1511	2	Design West Architects	905 W Riverside Ave	#605	Office Upper	2529		\$354.06
1512	2	Aquatic Resource Consulting	905 W Riverside Ave	#503	Office Upper	240		\$112.86
1513	2	The Brow Atelier	905 W Riverside Ave	#516	Office Upper	1045		\$146.30
1522	1	Craig Clifford	818 W Riverside Ave	#660	Office Upper	1160		\$174.00
1523	2	Wooden City Spokane	819 W Riverside Ave		Retail Ground	3600		\$684.00
1524	2	Wooden City Spokane - Basement	821 W Riverside Ave		Office Basement	3175		\$444.50
1525	1	Budget Estate Planning	818 W Riverside Ave	#415	Office Upper	901		\$135.15
1526	1	Premier Partners Wealth Management	818 W Riverside Ave	#425	Office Upper	1426		\$213.90
1529	3C	CMG Mortgage Inc.	201 W North River Dr	#600	Office Upper	4906		\$588.72
1531	3C	Corvel Healthcare Corp	201 W North River Dr	#375	Office Upper	923		\$112.86
1535	2	The Wave Island Sports Grill & Sushi Bar	523 W 1st Ave		Retail Ground	4872		\$925.68
1536	2	Redstone Spokane I - Amenity Room	601 W Riverside Ave	#204	Office Upper	1326		\$185.64
1537	2	Cross Country Mortgage LLC	601 W Riverside Ave	#1310	Office Upper	1017		\$142.38
1540	3B	Sweet Frostings (Office)	9 S Washington St	#522	Office Upper	550		\$66.00

# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
1541	2	Roberts Freebourn PLLC	120 N Stevens St	#300	Office Upper	3000		\$420.00
1542	2	Dr. Matt Bahr - Gonzaga University	125 S Stevens St	#301	Office Upper	4871		\$681.94
1543	2	Serenity Insurance	125 S Stevens St	#401	Office Upper	4871		\$681.94
1544	2	Serenity Insurance	125 S Stevens St	#501	Office Upper	4871		\$681.94
1754	2	Tamarack Public House	912 W Sprague Ave		Retail Ground	3800		\$722.00
1758	2	The Woodshop LLC	122 S Monroe St	#C	Office Ground	2407		\$433.26
1762	2	Haley & Aldrich Inc	505 W Riverside Ave	#450	Office Upper	4037		\$565.18
1767	2	Gordan, Tilden, Thomas & Cordell	421 W Riverside Ave	#614	Office Upper	1328		\$185.92
1770	2	Williams Kastner & Gibbs	601 W Riverside Ave	#800	Office Upper	5037		\$705.18
1777	2	Uncle's Games	404 W Main Ave	#102	Retail Ground	1802		\$342.38
1778	2	Gander & Ryegrass	404 W Main Ave	#103	Retail Ground	2762		\$524.78
1779	2	Liberty Building Office	203 N Washington St	#202	Office Upper	485		\$112.86
1781	2	Pottery Place Plus	203 N Washington St	#104	Retail Ground	1490		\$283.10
1789	1	Jimmy John's Gourmet Sandwiches	601 W Main Ave	#102	Retail Ground	1550		\$527.00
1793	1	First Choice Health Network	221 N Wall St	#310	Office Upper	5935		\$890.25
1796	1	Fusion Architecture PLLC	221 N Wall St	#345	Office Upper	1062		\$159.30
1805	2	Daily Grind Downtown (Office)	421 W Riverside Ave	#260	Office Upper	423		\$112.86
1807	2	Law Office of Heather Hoover PLLC	421 W Riverside Ave	#421	Office Upper	2797		\$391.58
1817	1	Numerica Credit Union	502 W Riverside Ave	#100	Office Ground	2815		\$534.85
1833	1	Apple Inc	710 W Main Ave	#123	Retail Ground	7059		\$2,400.06
1835	2	Wall Street Storage	124 S Wall St		Manufacturing	35264		\$4,936.96
1838	3B	Medical Consultants Network	9 S Washington St	#315	Office Upper	2600		\$312.00
1839	1	Boo Radley's	232 N Howard St		Retail Ground	1673		\$568.82
1842	1	Steelhead Bar & Grille	218 N Howard St		Retail Ground	2800		\$952.00
1843	2	Macaulay & Associates	421 W Riverside Ave	#1700	Office Upper	2320		\$324.80
1845	2	Chronicle Building Apartments	926 W Sprague Ave		Apartments	40		\$218.40
1847	3A	Parks Medical Corporation	1325 W 1st Ave	#306	Office Upper	2494		\$299.28
1848	3C	Mayken Spokane, LLC	621 W Mallon Ave	#507	Office Upper	1366		\$163.92
1849	1	Petunia & Loomis	224 N Howard St		Retail Ground	2200		\$748.00
1860	3A	Kieley Fox LMP	1325 W 1st Ave	#309	Office Upper	170		\$112.86
1861	3A	Paper Tiger Photography	1325 W 1st Ave	#310	Office Upper	380		\$112.86



# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
1862	3A	McMillen Engineering	1325 W 1st Ave	#304	Office Upper	1780		\$213.60
1864	3A	Darin Winkler	1325 W 1st Ave	#318	Office Upper	330		\$112.86
1868	3C	Spokane Regional Sports Commission	201 W North River Dr	#130	Office Ground	2876		\$431.40
1869	3C	180 Chiropractic Wellness LLC	201 W North River Dr	#170	Retail Ground	949		\$151.84
1871	2	Riverside Law Group	905 W Riverside Ave	#204	Office Upper	442		\$61.88
1873	2	Vexing Media	905 W Riverside Ave	#610	Office Upper	1353		\$189.42
1875	3C	Kayleen Michelle Photography & Design	921 W Broadway Ave	#204	Office Upper	500		\$112.86
1878	3C	Law Offices of Christian J Phelps	921 W Broadway Ave	#201	Office Upper	498		\$112.86
1880	3B	Gamers Arcade Bar	321 W Sprague Ave		Retail Ground	1094		\$175.04
1883	3C	Mark R Iverson PS	921 W Broadway Ave	#305	Office Upper	1150		\$138.00
1892	3C	USA - Army Recruiting Office	111 W North River Dr	#202	Exempt	1748		\$0.00
1912	1	Davido Consulting Group	601 W Main Ave	#617	Office Upper	1582		\$237.30
1947	3B	STCU Hutton Branch	9 S Washington St	#101	Retail Ground	2300		\$368.00
1951	3B	STCU	9 S Washington St	#501	Office Upper	2185		\$262.20
1987	1	The Chaos Coordinator (Small Biz Shopp	808 W Main Ave	#015	Retail Basement	16400		\$2,460.00
1993	2	Echo Annex	1025 W 1st Ave		Retail Ground	715		\$135.85
1997	2	Black Realty Management / Black Comm	801 W Riverside Ave	#300	Office Upper	8200		\$1,148.00
1998	2	Black Realty Management / Black Comm	801 W Riverside Ave	#510	Office Upper	1909		\$267.26
2002	2	Sushi.com	430 W Main Ave		Retail Ground	4700		\$893.00
2034	3C	Edwin D. Robins, M.D., P.S.	201 W North River Dr	#100	Office Ground	5557		\$833.55
2039	2	Luvera Law Firm	421 W Riverside Ave	#1060	Office Upper	3131		\$438.34
2041	2	Morgan Stanley	717 W Sprague Ave	#500	Office Upper	11048		\$1,546.72
2060	3B	Doubletree by Hilton Hotel	322 N Spokane Falls Ct		Hotels & Motels	367		\$11,454.07
2062	3B	Doubletree by Hilton Hotel - Parking	334 W Spokane Falls Blvd		Commercial Parking	285		\$889.20
2063	3B	Public Facilities District - Parking	334 W Spokane Falls Blvd		Commercial Parking	139		\$433.68
2078	2	Counseling Centers of Spokane	422 W Riverside Ave	#500	Office Upper	1270		\$177.80
2091	1	Allen Fischer PLLC	510 W Riverside Ave	#600	Office Upper	4535		\$680.25
2101	3C	On Broadway Salon & Spa	915 W Broadway Ave		Retail Ground	3000		\$480.00
2109	3C	Terrain Gallery / The Center for Childre	628 N Monroe St		Exempt	2400		\$0.00
2110	2	Litho Art Printers Inc	118 S Lincoln St		Manufacturing	7000		\$980.00
2112	2	Washington Trust Bank	601 W 1st Ave	#1200	Office Upper	9205		\$1,288.70

# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
2135	2	Visionary Communications Inc	118 N Stevens St		Office Ground	647		\$116.46
2135	2	Visionary Communications Inc	118 N Stevens St		Office Basement	2007		\$280.98
2135	2	Visionary Communications Inc	118 N Stevens St		Office Upper	4027		\$563.78
2145	2	Bliss Hair Studio	421 W Riverside Ave	#106	Retail Ground	1139		\$216.41
2148	1	Ridler Piano Bar	718 W Riverside Ave		Retail Ground	3152		\$1,071.68
2149	1	Downtown Spokane Police Precinct	111 N Wall St	Floor 1 -#1	Exempt	7968		\$0.00
2151	3C	Shawn O'Donnell's American Grill	719 N Monroe St		Retail Ground	7110		\$1,137.60
2152	1	Bruchi's	707 W Main Ave	#A1	Retail Ground	1803		\$613.02
2154	1	International Raw Materials Ltd	221 N Wall St	#320	Office Upper	3450		\$517.50
2156	2	Garland Resale Boutique	11 S Howard St		Retail Ground	1208		\$229.52
2160	2	Tony Roslund Photography + Motion	421 W Riverside Ave	#105	Retail Ground	1600		\$304.00
2161	1	Starbuck's Coffee, #3269	721 W Main Ave		Retail Ground	1680		\$571.20
2163	1	Apple, Inc.	221 N Wall St	#127	Retail Ground	2704		\$919.36
2168	3C	Canopy Credit Union	601 W Mallon Ave		Office Ground	12828		\$1,924.20
2180	1	Chico's	808 W Main Ave	#101	Retail Ground	3729		\$1,267.86
2182	1	Ben Bridge Jeweler	808 W Main Ave	#103	Retail Ground	1475		\$501.50
2183	1	MacDaddy's	808 W Main Ave	#106	Retail Ground	7088		\$2,409.92
2185	1	Williams-Sonoma	818 W Main Ave	#110	Retail Ground	4699		\$1,597.66
2186	1	Pete and Belle's, LLC	808 W Main Ave	#147	Retail Ground	345		\$117.30
2187	1	Bath & Body Works	808 W Main Ave	#203	Retail Skywalk	2400		\$816.00
2188	1	GAP/Gap Kids	808 W Main Ave	#231	Retail Skywalk	8790		\$2,988.60
2189	1	AMC Theatres Riverpark Square 20	808 W Main Ave	#334	Theaters	1586		\$6,185.40
2190	1	Anderson & Co	814 W Main Ave	#111	Retail Ground	3835		\$1,303.90
2200	2	Contract Design	1 N Monroe St	#203	Office Upper	1600		\$224.00
2202	2	Dry Fly Distilling	1021 W Riverside Ave		Manufacturing	16390		\$2,294.60
2203	1	Red Robin Gourmet Burgers and Brews	725 W Main Ave		Retail Ground	8632		\$2,934.88
2216	2	Synergy Group	421 W Riverside Ave	#904	Office Upper	352		\$112.86
2217	2	Spokane Regional Transportation Council	421 W Riverside Ave	#500	Exempt	4200		\$0.00
2221	2	Richter Wimberley PS	422 W Riverside Ave	#308	Office Upper	382		\$53.48
2222	2	Zayo Bandwidth NW	422 W Riverside Ave	#317	Office Upper	396		\$112.86
2223	2	Cutting Edge Communications	422 W Riverside Ave	#516	Office Upper	1380		\$193.20



# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
2228	1	Lincoln Parking Garage	818 W Riverside Ave		Commercial Parking	260		\$1,216.80
3781	1	Sephora	808 W Main Ave	#233	Retail Skywalk	3788		\$1,287.92
3787	1	Shiki Hibachi Sushi, Inc	808 W Main Ave	#105	Retail Ground	5600		\$1,904.00
3793	1	Go Wireless (Verizon)	808 W Main Ave	#212	Retail Skywalk	2891		\$982.94
3794	1	Banana Republic	722 W Main Ave	#115	Retail Ground	6519		\$2,216.46
3795	1	Twigs Bistro & Martini Bar	808 W Main Ave	#322	Retail Skywalk	6563		\$2,231.42
3796	1	Pottery Barn	718 W Main Ave	#119	Retail Ground	9625		\$3,272.50
3797	1	Lego Brand Retail, Inc	714 W Main Ave	#121	Retail Ground	7016		\$2,385.44
3804	3B	WEST MAIN OFFICE BUILDING LLC	225 W Main Ave		Commercial Parking	70		\$218.40
3805	3B	Diamond Parking	247 W Main Ave		Commercial Parking	48		\$149.76
3806	2	Ampco Parking	418 W Main Ave		Commercial Parking	60		\$234.00
3808	2	Diamond Parking	Sprague Ave & Washington St		Commercial Parking	54		\$210.60
3810	3B	STCU - Parking	333 W Sprague Ave		Commercial Parking	100		\$312.00
3811	2	Berserk Bar	125 S Stevens St	#101	Retail Ground	2556		\$485.64
3812	2	Barnett Properties	923 W 1st Ave		Commercial Parking	50		\$195.00
3813	2	Design for the PPL	125 S Stevens St	#201	Office Upper	4871		\$681.94
3823	3B	Chili's Bar & Grill	207 W Spokane Falls Blvd		Retail Ground	5417		\$866.72
3825	3A	Pistole Lifestyle & Skate	108 S Cedar St		Retail Ground	559		\$112.86
3828	3B	The Original Pancake House	245 W Main Ave		Retail Ground	5700		\$912.00
3830	2	Konica Minolta Business Solutions USA	601 W Riverside Ave	#431	Office Upper	1938		\$271.32
3832	1	WildLands	510 W Riverside Ave	#106	Office Ground	2851		\$541.69
3834	2	CenturyLink	422 W Riverside Ave	#1510	Office Upper	215		\$30.10
3839	2	Zayo Bandwidth NW	422 W Riverside Ave	#325	Office Upper	1565		\$219.10
3840	2	Zayo Bandwidth NW	422 W Riverside Ave	#326	Office Upper	781		\$112.86
3841	2	MCI Worldcom	422 W Riverside Ave	#1415	Office Upper	1334		\$186.76
3842	2	RSN Wireless LLC	422 W Riverside Ave	#1414	Office Upper	400		\$112.86
3844	3B	FedEx Office Print & Ship Center	259 W Spokane Falls Blvd		Retail Ground	4953		\$792.48
3847	2	Thomas Consulting	905 W Riverside Ave	#407	Office Upper	434		\$112.86
3878	2	Locust Cider & Brewing	421 W Main Ave	#100	Retail Ground	3727		\$708.13
3880	1	Indaba Coffee Roasters	518 W Riverside Ave		Retail Ground	1200		\$408.00
3882	2	Mystery Lofts	820 W Sprague Ave		Apartments	4		\$112.86

# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
3931	1	Piskel Yahne Kovarik, PLLC	618 W Main Ave	#207	Office Skywalk	9050		\$1,719.50
4109	1	Fan Suite	808 W Main Ave	#301	Retail Upper	1060		\$159.00
4110	1	Panda Express	808 W Main Ave	#FC-4	Retail Upper	798		\$119.70
4111	1	Aveda	808 W Main Ave	#211	Retail Skywalk	1000		\$340.00
4113	1	Soma Intimates	808 W Main Ave	#108	Retail Ground	2452		\$833.68
4116	2	Whistle Punk	122 S Monroe St	#A	Retail Ground	1226		\$232.94
4127	2	Greater Spokane Incorporated	801 W Riverside Ave	#100	Office Ground	8200		\$1,476.00
4129	2	Clearwater Paper Corp	601 W Riverside Ave	#1100	Office Upper	15856		\$2,219.84
4133	1	Alliant Insurance Services	818 W Riverside Ave	#800	Office Upper	11064		\$1,659.60
4134	1	Tempur Retail Stores, LLC	808 W Main Ave	#104	Retail Ground	3200		\$1,088.00
4137	1	Thomas Hammer Coffee	601 W Main Ave	#101	Retail Ground	1333		\$453.22
4138	2	Charles Reininger Winery	824 W Sprague Ave	#101	Retail Ground	1543		\$293.17
4141	3C	Aspen Personnel	621 W Mallon Ave	#609	Retail Upper	838		\$112.86
4142	3B	WA Federation of State Employees	225 W Main Ave	#100	Office Ground	3000		\$450.00
4143	3B	Hawkins Edwards	225 W Main Ave	#200	Office Upper	3000		\$360.00
4144	3B	Forster Financial	221 W Main Ave	#100	Retail Ground	3000		\$480.00
4145	3B	Waymaker Wealth Advisors	221 W Main Ave	#200	Office Upper	3000		\$360.00
4183	3A	KHQ Inc	1201 W Sprague Ave		Office Upper	21329		\$2,559.48
4183	3A	KHQ Inc	1201 W Sprague Ave		Office Ground	34245		\$5,136.75
4184	2	Mark Prothero	421 W Riverside Ave	#304	Office Upper	791		\$112.86
4185	3A	Cowles Publishing Parking Garage	1102 W Sprague Ave		Commercial Parking	210		\$655.20
4186	3C	Oxford Suites Downtown	115 W North River Dr		Hotels & Motels	125		\$3,901.25
4189	2	Black Realty Management / Black Comm	801 W Riverside Ave	#400	Office Upper	5200		\$728.00
4194	3A	IRE LLC	110 S Cedar St		Retail Ground	1301		\$208.16
4198	3B	Seven2 and 14Four	244 W Main Ave		Office Upper	9000		\$1,080.00
4198	3B	Seven2 and 14Four	244 W Main Ave		Office Ground	9000		\$1,350.00
4200	2	John O'Neill	827 W 1st Ave	#210	Office Upper	299		\$112.86
4203	2	Siegfried & Jensen	827 W 1st Ave	#319	Office Upper	282		\$112.86
4204	2	JB Inland NW LLC	801 W Riverside Ave	#512	Office Upper	2567		\$359.38
4210	3C	A&A Construction	621 W Mallon Ave	#607	Office Upper	1110		\$133.20
4214	2	Heritage Bar & Kitchen	122 S Monroe St		Retail Ground	1380		\$262.20

# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
4220	2	The Jewel Box Salon	827 W 1st Ave	#101	Retail Ground	1200		\$228.00
4221	2	Davenport Hotel	10 S Post St		Hotels & Motels	284		\$8,863.64
4223	2	Gilded Unicorn	110 S Monroe St		Retail Ground	2100		\$399.00
4228	2	Emporium	10 S Post St		Retail Ground	300		\$57.00
4229	2	LPL Financial	111 S Post St	#2295	Office Upper	560		\$112.86
4230	2	The BIG TABLE	827 W 1st Ave	#117	Exempt	337		\$0.00
4231	2	The BIG TABLE	827 W 1st Ave	#118	Exempt	1700		\$0.00
4235	2	Allied Fire Protection	827 W 1st Ave	#316	Office Upper	290		\$112.86
4241	1	EAM Investors, Inc.	601 W Main Ave	#802	Office Upper	1351		\$202.65
4246	1	Leland's Barbershop	808 W Main Ave	#243	Retail Skywalk	680		\$231.20
4251	3A	Fringe & Fray	1325 W 1st Ave	#102	Retail Ground	1800		\$288.00
4255	2	Denim Salon	827 W 1st Ave	#307	Retail Upper	594		\$112.86
4259	1	French Toast	808 W Main Ave	#307	Retail Upper	1827		\$274.05
4284	2	Svennungsen Law Office	905 W Riverside Ave	#504	Office Upper	445		\$112.86
4286	2	Ace Furniture / Bolton Bradford LLC	905 W Riverside Ave	#203	Office Upper	195		\$112.86
4291	2	Downtown Quick Stop	10 N Post St	#102	Retail Ground	1353		\$257.07
4301	2	Specialty Training	421 W Riverside Ave	#252	Retail Upper	4578		\$640.92
4306	2	Carlisle + Byers PLLC	421 W Riverside Ave	#319	Office Upper	2300		\$322.00
4308	2	DiNenna & Associates	421 W Riverside Ave	#400	Office Upper	1861		\$260.54
4311	2	Cougar Crest Estate Winery	8 N Post St	#6	Retail Ground	1260		\$239.40
4347	1	USL Spokane - Technical Staff	530 W Main Ave	#200	Office Upper	1315		\$197.25
4349	3C	Cashmere	621 W Mallon Ave	#303/304	Retail Upper	1851		\$222.12
4350	3C	Chateau Rive	621 W Mallon Ave	#100	Retail Ground	5215		\$834.40
4352	2	Owen Vanderbrug	421 W Riverside Ave	#416	Office Upper	921		\$128.94
4360	3C	T's Lounge	703 N Monroe St	#A	Retail Ground	970		\$155.20
4367	2	Metro PCS (HK Telecom Inc)	701 W Riverside Ave	#C	Retail Ground	682		\$129.58
4368	1	Banner Bank	802 W Riverside Ave	#100	Retail Ground	14633		\$4,975.22
4371	1	Lovesac	808 W Main Ave	#216	Retail Skywalk	1783		\$606.22
4372	1	Subway	808 W Main Ave	#FC-2	Retail Upper	636		\$112.86
4373	1	J Jill	808 W Main Ave	#107	Retail Ground	3000		\$1,020.00
4379	1	Lincoln Barber Shop	601 W Main Ave	#209	Retail Skywalk	663		\$225.42

# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
4391	2	PUD Dist #1 of Pend Oreille County	422 W Riverside Ave	#1511	Office Upper	150		\$112.86
4392	2	Schoedel & Schoedel CPA's PLLC	422 W Riverside Ave	#1524	Office Upper	1012		\$141.68
4394	3A	Resource Synergy	1325 W 1st Ave	#203	Office Upper	1500		\$180.00
4395	2	Bone-a-Fide Beauty	827 W 1st Ave	#320	Office Upper	562		\$112.86
4396	2	SkinWorks Spokane	827 W 1st Ave	#310	Retail Upper	297		\$112.86
4397	2	The BIG TABLE	827 W 1st Ave	#424	Exempt	2207		\$0.00
4398	3A	Place Landscape Architecture	1325 W 1st Ave	#204	Office Upper	885		\$112.86
4399	3A	DMC Properties	1325 W 1st Ave	#210	Office Upper	1173		\$140.76
4400	2	Lobby Bar	10 S Post St		Retail Ground	250		\$47.50
4402	3C	Sayre Sayre & Fossum	201 W North River Dr	#460	Office Upper	2989		\$358.68
4403	3C	Zenith American Solutions	201 W North River Dr	#450	Office Upper	3286		\$394.32
4404	2	Garden Party	107 S Madison St		Retail Ground	1893		\$359.67
4406	1	Oil & Vinegar	808 W Main Ave	#201	Retail Skywalk	1193		\$178.95
4408	2	Satori Dance & Wellness	122 S Monroe St	#D	Retail Ground	1685		\$320.15
4411	3B	Washington Policy Center	9 S Washington St	#212	Office Upper	800		\$112.86
4412	1	Lumen Public School	726 W Riverside Ave		Exempt	1375		\$0.00
4413	1	Lumen Public School	726 W Riverside Ave		Exempt	2767		\$0.00
4414	1	Lumen Public School	722 W Riverside Ave		Exempt	3000		\$0.00
4415	1	Bistango Martini Lounge	108 N Post St		Retail Ground	996		\$338.64
4417	3B	Imortel Spa and Agility Massage	227 W Riverside Ave	#A	Retail Ground	1200		\$192.00
4422	2	Montvale Hotel	1005 W 1st Ave		Hotels & Motels	36		\$1,123.56
4423	1	Ben & Jerry's Scoop Shop	808 W Main Ave	#FC-10	Retail Upper	326		\$112.86
4424	3C	Edward D. Jones & Co LP	201 W North River Dr	#440	Office Upper	991		\$118.92
4428	3A	Trackside Studio Ceramic Art Gallery	115 S Adams St	#B	Retail Ground	800		\$128.00
4429	3A	Julie Elaine	115 S Adams St	#6	Retail Ground	750		\$120.00
4431	3B	Sweet Frostings	9 S Washington St	#111/115	Retail Ground	3674		\$587.84
4433	3B	Spokane Coin Exchange	108 N Washington St	#103	Retail Ground	842		\$134.72
4434	3B	Confluence Law	108 N Washington St	#421/422	Office Upper	501		\$112.86
4436	1	STCU Downtown Branch	207 N Wall St	#101	Retail Skywalk	750		\$255.00
4436	1	STCU Downtown Branch	207 N Wall St	#101	Retail Ground	1650		\$561.00
4440	3B	Sirinya's Thai Restaurant & Lounge	230 W Riverside Ave		Retail Ground	3234		\$517.44

# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
4443	3B	The House of Pop	227 W Riverside Ave	#C	Retail Ground	732		\$117.12
4446	2	The District Bar	916 W 1st Ave		Retail Ground	5775		\$1,097.25
4447	3B	Sherwood Apartments	123 N Bernard St		Apartments	33		\$154.44
4450	1	Pendleton	808 W Main Ave	#218	Retail Skywalk	4000		\$1,360.00
4451	3C	Anthony's Homeport at Spokane Falls	510 N Lincoln St		Retail Upper	2038		\$244.56
4451	3C	Anthony's Homeport at Spokane Falls	510 N Lincoln St		Retail Ground	8632		\$1,381.12
4463	1	Polka Dot Pottery	808 W Main Ave	#225	Retail Skywalk	1768		\$601.12
4464	1	Slagle Group, LLC	808 W Main Ave	#FC-5	Retail Upper	784		\$117.60
4465	1	Tea's Co	808 W Main Ave	#222	Retail Skywalk	344		\$116.96
4475	3B	Lutheran Community Services Northwest	210 W Sprague Ave		Exempt	22393		\$0.00
4478	1	Franchise Super Fiesta LLC	808 W Main Ave	#FC-6	Retail Upper	571		\$112.86
4479	3C	Spokane Home Care Services	111 W North River Dr	#204	Office Upper	4490		\$538.80
4492	2	Wholesail Networks LLC	422 W Riverside Ave	#1504	Office Upper	1088		\$152.32
4494	2	Zayo Bandwidth NW	422 W Riverside Ave	#616	Office Upper	506		\$112.86
4497	3B	Moon Wild Studios	108 N Washington St	#415/416	Office Upper	405		\$112.86
4498	3B	SCJ Alliance	108 N Washington St	#300	Office Upper	3035		\$364.20
4503	2	FanGamer LLC	827 W 1st Ave	#416	Office Upper	291		\$112.86
4505	2	Taylor & Matthew Feric	827 W 1st Ave	#423	Office Upper	270		\$112.86
4509	3A	Chris Bradley	1325 W 1st Ave	#216	Office Upper	243		\$112.86
4510	3A	Bill Powers & Greg Johnson	1325 W 1st Ave	#218	Office Upper	245		\$112.86
4511	3A	Associates for Health and Wellness	1325 W 1st Ave	#226	Office Upper	1375		\$165.00
4515	1	Lululemon	707 W Main Ave	#A6	Retail Ground	3812		\$1,296.08
4517	3C	Stifel, Nicolaus & Company Inc	201 W North River Dr	#200	Office Upper	7525		\$903.00
4518	3C	Mindful Support Services	201 W North River Dr	#301	Office Upper	4742		\$569.04
4520	3C	Transcanada	201 W North River Dr	#505	Office Upper	6822		\$818.64
4521	2	LOF Massage LLC	421 W Riverside Ave	#254	Retail Upper	310		\$112.86
4522	2	Landau Associates Inc	421 W Riverside Ave	#256	Office Upper	800		\$112.86
4529	3B	Inspire Insurance	308 W 1st Ave	#210	Office Upper	150		\$112.86
4532	3B	Tod Russell Construction	308 W 1st Ave	#309	Office Upper	200		\$112.86
4541	2	Jade A PNW Bar	920 W 1st Ave		Retail Ground	980		\$186.20
4542	2	General Services Administration	801 W Riverside Ave	#444	Exempt	3000		\$0.00

# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
4543	2	Brito-Melo Counseling PLLC	905 W Riverside Ave	#408	Office Upper	505		\$112.86
4545	1	Armitage & Thompson PLLC	220 W Main Ave		Office Ground	1531		\$290.89
4546	3B	Lord Stanley's	108 N Washington St	#101/102	Retail Ground	2474		\$395.84
4550	3C	Christy Branson, Artist	626 N Monroe St		Retail Ground	1225		\$196.00
4552	3B	SDS Realty	108 N Washington St	#600	Office Upper	3409		\$409.08
4553	3B	SCJ Alliance	108 N Washington St	#302	Office Upper	1776		\$213.12
4554	3B	KS Lawyers, PLLC	108 N Washington St	#201	Office Upper	3890		\$466.80
4555	3B	Eowen S Rosentrater Law Office	108 N Washington St	#402/403	Office Upper	537		\$64.44
4556	3B	Dermatherapie Skin Spa	108 N Washington St	#202	Retail Upper	1256		\$150.72
4563	3C	John Rovtar Design Studio	921 W Broadway Ave	#203	Office Upper	750		\$112.86
4564	3C	INW Property Pros LLC	921 W Broadway Ave	#205A	Office Upper	500		\$112.86
4567	3C	Law Offices of Peter March	921 W Broadway Ave	#201	Office Upper	498		\$112.86
4570	1	Francesca's Operations Inc	808 W Main Ave	#245	Retail Skywalk	1208		\$410.72
4573	3B	Vickerman Investment Advisors	108 N Washington St	#603	Office Upper	3625		\$435.00
4575	3B	MSI Engineers Inc	108 N Washington St	#505	Office Upper	6728		\$807.36
4576	3B	Depth Psychology Services	108 N Washington St	#407/408	Office Upper	409		\$112.86
4587	2	The Knitting Factory	919 W Sprague Ave		Retail Ground	6573		\$1,248.87
4593	2	Metropolitan Apartments	908 W 1st Ave		Apartments	18		\$112.86
4599	2	Western United Life Assurance Company	926 W 1st Ave		Commercial Parking	60		\$234.00
4603	2	Office of Chapter 13 Trustee	801 W Riverside Ave	#515	Office Upper	3724		\$521.36
4605	2	Wood Insurance Network Group	421 W Riverside Ave	#668	Office Upper	338		\$112.86
4607	2	ZBA Architecture P.S.	421 W Riverside Ave	#860	Office Upper	2611		\$365.54
4609	2	Law Offices of Maris Baltins	7 S Howard St	#220	Office Upper	1807		\$252.98
4610	2	The Anam Cara Healing Center	7 S Howard St	#210	Retail Upper	2228		\$311.92
4611	2	Basalt Counseling Services	7 S Howard St	#214	Office Upper	405		\$112.86
4612	2	Robert Rowley PS	7 S Howard St	#218	Office Upper	697		\$112.86
4614	2	Spokane Legal Copy	7 S Howard St	#224	Office Upper	741		\$112.86
4618	2	KSBN Radio	7 S Howard St	#430	Office Upper	484		\$112.86
4619	3B	Lutheran Community Services Northwest	9 N Browne St		Exempt	2500		\$0.00
4620	3B	TMI Salon	15 N Browne St		Retail Ground	500		\$112.86
4623	2	Star Touch Broadband Services	422 W Riverside Ave	#1521	Office Upper	317		\$112.86



# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
4624	2	Northwest Access Services	422 W Riverside Ave	#1520	Office Upper	285		\$112.86
4626	2	Joseph L. Schmitz	422 W Riverside Ave	#1522	Office Upper	270		\$37.80
4631	2	Tempus Cellars	8 N Post St	#8	Retail Ground	1344		\$255.36
4636	3B	Bardic Brewing	201 W Riverside Ave	#101	Retail Ground	1400		\$224.00
4638	3B	nyne Bar & Bistro	232 W Sprague Ave		Retail Ground	4293		\$686.88
4639	2	Robert Half	601 W Riverside Ave	#600	Office Upper	10291		\$1,440.74
4648	2	Law Office of Julie Watts PLLC	505 W Riverside Ave	#210	Office Upper	2109		\$295.26
4649	2	Washington Trust Bank	601 W 1st Ave	#1102	Office Upper	6136		\$859.04
4655	1	Muv Fitness	809 W Main Ave	#212	Retail Skywalk	20390		\$6,932.60
4659	2	Twenty-Seven Heaven	105 S Madison St		Office Ground	1976		\$355.68
4660	3C	The Kitchen Engine	621 W Mallon Ave	#300	Office Upper	664		\$79.68
4661	3C	The Kitchen Engine	621 W Mallon Ave	#302	Retail Upper	680		\$81.60
4662	3C	Chan's Noodle House	621 W Mallon Ave	#305	Retail Ground	678		\$112.86
4665	3C	Loran Graham Co	621 W Mallon Ave	#503	Office Upper	389		\$46.68
4668	2	Prep and Prime Beauty	827 W 1st Ave	#420	Office Upper	588		\$112.86
4669	3B	DH Communications	315 W Riverside Ave	#200	Office Upper	5484		\$658.08
4670	1	P.F. Chang's China Bistro	801 W Main Ave		Retail Ground	8133		\$2,765.22
4673	1	Wheatland Bank	222 N Wall St	#402	Office Upper	2286		\$342.90
4676	2	Department of Services for the Blind	421 W Riverside Ave	#830	Exempt	2840		\$0.00
4680	3B	Spokane Preservation	108 N Washington St	#419	Retail Upper	118		\$112.86
4689	1	Egnyte	530 W Main Ave	#204/#304	Office Upper	8551		\$1,282.65
4692	2	Olin Bittner PsyD	905 W Riverside Ave	#506	Office Upper	508		\$112.86
4704	2	Washington Trust Bank	601 W 1st Ave	#500	Office Upper	9205		\$1,288.70
4780	2	The Marjorie Apartments	107 S Howard St		Apartments	50		\$273.00
4789	3A	Better Directions Counseling	1124 W Riverside Ave	#LL2	Office Upper	1475		\$177.00
4792	2	RW Baird	601 W Riverside Ave	#1710	Office Upper	3758		\$526.12
4793	2	ABM Parking	601 W Riverside Ave	#420	Office Upper	1267		\$177.38
4794	2	Role Play at the Olson Agency	601 W Riverside Ave	#850	Office Upper	2236		\$313.04
4802	2	Galloway Architecture	905 W Riverside Ave	#210	Office Upper	430		\$112.86
4803	2	AT&T	905 W Riverside Ave	#214A	Office Upper	386		\$112.86
4805	2	A Spiritual Space LLC	905 W Riverside Ave	#302	Office Upper	488		\$112.86

# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
4807	2	Sarah Shears	905 W Riverside Ave	#304	Office Upper	445		\$112.86
4809	2	Cameron Sutherland PLLC	905 W Riverside Ave	#404	Office Upper	1151		\$161.14
4811	3B	LoLo's Boutique	108 N Washington St	#104	Retail Ground	1041		\$166.56
4815	3B	Mandy Ranae Fit	108 N Washington St	#B10	Retail Basement	1300		\$156.00
4820	1	The House of Brunch, LLC	818 W Riverside Ave	#A	Retail Ground	4040		\$1,373.60
4821	1	Evans, Craven & Lackie PS	818 W Riverside Ave	#200	Office Upper	1181		\$177.15
4825	1	Body By Michelle	221 N Wall St	#220	Retail Upper	3403		\$510.45
4835	3B	The House of Pop	227 W Riverside Ave	#B	Retail Ground	1200		\$192.00
4837	2	Standish Sanders	827 W 1st Ave	#422	Office Upper	284		\$112.86
4838	2	Karla Greer	827 W 1st Ave	#322	Office Upper	285		\$112.86
4839	2	AIA Spokane	827 W 1st Ave	#323	Office Upper	342		\$112.86
4842	2	Skewers Middle Eastern Street Food	1009 W 1st Ave		Retail Ground	2280		\$433.20
4843	2	Simple Wildflower	112 S Monroe St		Office Ground	636		\$114.48
4873	1	Registered Agents Inc	522 W Riverside Ave	#420	Office Upper	1504		\$225.60
4958	1	Etter, McMahon, Lamberson, Van Wert	618 W Riverside Ave	#210	Office Upper	7751		\$1,162.65
4959	1	Foster Pepper PLLC	618 W Riverside Ave	#300	Office Upper	15370		\$2,305.50
5033	1	MOD Pizza	707 W Main Ave	#A12	Retail Ground	2376		\$807.84
5034	2	Western United Life Assurance Compan	929 W Sprague Ave		Office Basement	4950		\$693.00
5034	2	Western United Life Assurance Compan	929 W Sprague Ave		Office Upper	10878		\$1,522.92
5034	2	Western United Life Assurance Compan	929 W Sprague Ave		Office Ground	8824		\$1,588.32
5035	2	Law Office of Stacie Bain	421 W Riverside Ave	#618	Office Upper	510		\$112.86
5038	2	Potlatch Corporation	601 W 1st Ave	#1500	Office Upper	9205		\$1,288.70
5039	2	Potlatch Corporation	601 W 1st Ave	#1101	Office Upper	3069		\$429.66
5048	1	The Melting Pot	707 W Main Ave	#C1	Retail Skywalk	5610		\$1,907.40
5054	3B	Shasta Hankins Makeup Artist	201 W Riverside Ave	#301	Retail Upper	1053		\$126.36
5057	3B	First Avenue Therapy	308 W 1st Ave	#308	Office Upper	120		\$112.86
5058	3B	Law Office of Grant Riva	308 W 1st Ave	#207	Office Upper	150		\$112.86
5061	3B	Blitz Beauty	308 W 1st Ave	#211	Retail Upper	200		\$112.86
5065	2	Brock Law Firm	111 S Post St	#2275	Office Upper	1883		\$263.62
5066	2	MB Generational Wealth	111 S Post St	#2250	Office Upper	1326		\$185.64
5067	2	Brock Law Firm	111 S Post St	#2280	Office Upper	1883		\$263.62



# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
5068	2	Altmeyer Financial Investments	111 S Post St	#2285	Office Upper	1066		\$149.24
5069	2	Altmeyer Financial Group	111 S Post St	#2240	Office Upper	1240		\$173.60
5071	3A	Caliber Collision	119 S Jefferson St		Manufacturing	27000		\$3,240.00
5072	3A	Pacific Pak	124 S Jefferson St		Manufacturing	21677		\$2,601.24
5073	3A	Spokane Boxing Gym	115 S Jefferson St		Manufacturing	8250		\$990.00
5074	2	Ignitium	601 W Riverside Ave	#1550	Office Upper	2569		\$359.66
5076	3A	Steadfast Supported Living	1124 W Riverside Ave	#215	Office Upper	1050		\$126.00
5077	3C	Loran Graham Co	621 W Mallon Ave	#501	Office Upper	381		\$56.43
5078	3C	A&A Construction	621 W Mallon Ave	#601	Office Upper	1546		\$185.52
5080	3C	Zigler Family Law PLLC	201 W North River Dr	#502	Office Upper	1031		\$123.72
5081	3C	Kirlan Venture Capital	201 W North River Dr	#515	Office Upper	1130		\$135.60
5083	3C	Benefit Plans Admin. Services	201 W North River Dr	#610	Office Upper	2517		\$302.04
5084	3C	USI Insurance Services LLC	201 W North River Dr	#615	Office Upper	3832		\$459.84
5085	3C	Parks Associates PLC	201 W North River Dr	#625	Office Upper	1537		\$184.44
5101	3B	Ruins	225 W Riverside Ave	#A	Retail Ground	2080		\$332.80
5103	3B	Hunt	225 W Riverside Ave	#C	Retail Basement	1860		\$223.20
5107	2	Reidt Pharmacy Corporation	601 W Riverside Ave	#140	Retail Ground	2245		\$426.55
5108	2	Elite Training & Wellness	601 W Riverside Ave	#B2	Retail Basement	2054		\$287.56
5109	1	SRM Development LLC	111 N Post St	#200	Office Upper	10759		\$1,613.85
5128	3B	SpaBlue in the City	216 N Bernard St		Retail Ground	1789		\$286.24
5133	3A	Vision Casting Financials	1124 W Riverside Ave	#305	Office Upper	520		\$112.86
5140	1	Registered Agents Inc	522 W Riverside Ave	#300	Office Upper	4524		\$678.60
5141	2	Elzey Starry LLC	111 S Post St	#2270	Office Upper	1172		\$164.08
5148	3A	Lucky Leaf Co	1111 W 1st Ave	#A	Retail Ground	1844		\$295.04
5151	1	Crouse Family Law	601 W Main Ave	#1100	Office Upper	11300		\$1,695.00
5155	2	Merit Financial Advisors	111 S Post St	#2260	Office Upper	1974		\$276.36
5166	1	ABTS Global/TRVST	120 N Wall St	#100	Basement Retail	3470		\$520.50
5168	1	Method Juice Café	718 W Riverside Ave	#A	Retail Ground	796		\$270.64
5178	2	Kelsey Martell	827 W 1st Ave	#415	Office Upper	290		\$112.86
5179	3A	The Grain Shed	111 S Cedar St		Retail Ground	900		\$144.00
5209	1	Umpqua Bank	111 N Wall St	Floor 2 - #	Office Skywalk	18500		\$3,515.00

# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
5219	1	Chapter & Verse	111 N Post St	#400	Office Upper	7042		\$1,056.30
5232	2	VBFA, Inc	905 W Riverside Ave	#214	Office Upper	265		\$112.86
5237	2	Law Office of Barrett J Scudder PS	827 W 1st Ave	#318	Office Upper	290		\$112.86
5240	1	URSunglasses	808 W Main Ave	#2F	Retail Skywalk	50		\$112.86
5276	3A	Lee Law Office PS	1124 W Riverside Ave	#300	Office Upper	1181		\$141.72
5277	3B	Josefine's Salon Concepts LLC	312 W 1st Ave		Retail Ground	1100		\$176.00
5280	2	Shell Energy North America - Oil Compa	601 W 1st Ave	#1700	Office Upper	8505		\$1,190.70
5282	3B	Zuri Skin Spa	108 N Washington St	#203	Office Upper	2115		\$253.80
5284	3A	Life Lab	1325 W 1st Ave	#314	Office Upper	303		\$112.86
5285	3A	Jamie Seiler LMP	1325 W 1st Ave	#200	Retail Upper	1094		\$131.28
5289	1	Charles Schwab	818 W Riverside Ave	#150	Office Ground	3718		\$706.42
5290	1	Spokane Symphony Administrative Offic	818 W Riverside Ave	#MEZ	Exempt	2632		\$0.00
5291	2	The Advisors Insurance Agency	601 W Riverside Ave	#230	Office Upper	856		\$119.84
5302	2	Douglas Eden, PS	717 W Sprague Ave	#1500	Office Upper	11130		\$1,558.20
5304	2	Washington Trust Bank	717 W Sprague Ave	#1166	Office Upper	3701		\$518.14
5305	1	Lumen Public School	720 W Riverside Ave		Exempt	1725		\$0.00
5306	1	Registered Agents Inc	522 W Riverside Ave	#800	Office Upper	4524		\$678.60
5308	3C	T's Lounge	703 N Monroe St	#B	Retail Ground	430		\$112.86
5319	1	Paper Nerd (J&K Lara LLC)	808 W Main Ave	#303	Retail Upper	2260		\$339.00
5320	2	Northwest Open Access Network	422 W Riverside Ave	#503	Office Upper	720		\$112.86
5326	3C	The Giving Tree Wellness PLLC	921 W Broadway Ave	#304	Office Upper	850		\$112.86
5329	1	Kutak Rock LLP	510 W Riverside Ave	#700	Office Upper	4536		\$680.40
5331	3A	Little Bird Psychotherapy	1325 W 1st Ave	#202	Office Upper	535		\$112.86
5333	1	Registered Agents Inc	522 W Riverside Ave	#600	Office Upper	4524		\$678.60
5335	2	PEER Spokane	425 W 1st Ave		Exempt	1271		\$0.00
5336	2	Embers of Empowerment	421 W Riverside Ave	#312	Office Upper	624		\$112.86
5337	2	PEER Spokane	427 W 1st Ave		Exempt	2951		\$0.00
5338	1	Kiemle & Hagood Company	601 W Main Ave	#210	Office Upper	6267		\$940.05
5339	1	Lumen High School	718 W Riverside Ave	#200	Exempt	6861		\$0.00
5340	3B	Serein	201 W Riverside Ave	#202	Retail Upper	1200		\$144.00
5343	3B	Infinity Fitness	201 W Riverside Ave	#203	Retail Upper	1400		\$168.00

# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
5345	1	AHBL, Inc	601 W Main Ave	#305	Office Upper	3474		\$521.10
5347	1	Insangu LLC	601 W Main Ave	#818	Office Upper	1551		\$232.65
5349	1	Bennett, Biegelow and Leedom	601 W Main Ave	#700	Office Upper	3034		\$455.10
5351	2	Mr. Tux	904 W 1st Ave		Retail Ground	3568		\$677.92
5352	3C	CC Services	201 W North River Dr	#605	Office Upper	4446		\$533.52
5353	1	Glow Children Early Learning Center	718 W Riverside Ave	#300	Exempt	6861		\$0.00
5361	2	Davenport Tower	111 S Post St		Hotels & Motels	328		\$10,236.88
5363	3B	Dan Murphy Advisors	9 S Washington St	#211	Office Upper	700		\$112.86
5364	3B	GLR Engineers PLLC	9 S Washington St	#213	Office Upper	1926		\$231.12
5365	3B	4th Ave Capital	9 S Washington St	#505	Office Upper	638		\$76.56
5368	3B	STCU - Commercial Lending	9 S Washington St	#700	Office Upper	8600		\$1,032.00
5370	3A	Lindsey Paxton Law Office	1325 W 1st Ave	#201B	Office Upper	314		\$112.86
5371	3A	Roche Accounting	1325 W 1st Ave	#201C	Office Upper	214		\$112.86
5374	2	Clearwater Paper Corp	601 W Riverside Ave	#1210	Office Upper	6175		\$864.50
5375	2	SolarAI	601 W Riverside Ave	#1620	Office Upper	2683		\$375.62
5376	2	Ignitium	601 W Riverside Ave	#1740	Office Upper	864		\$120.96
5418	3C	Axtell Law Office PLLC	621 W Mallon Ave	#608	Office Upper	960		\$115.20
5421	2	Spokane Real Estate Professionals	203 N Washington St	#204	Office Upper	1666		\$233.24
5427	2	Liberty Business Center	203 N Washington St	#200	Office Upper	3222		\$451.08
5428	3B	Dig Studio	108 N Washington St	#411/412	Retail Upper	374		\$112.86
5434	3B	First Interstate Center for Arts	334 W Spokane Falls Blvd		Exempt	0		\$0.00
5436	2	Downtown Quick Stop	721 W Riverside Ave	#16	Retail Ground	1824		\$346.56
5441	2	Thomas Hammer Coffee	717 W Sprague Ave		Retail Ground	270		\$112.86
5442	1	Athleta	808 W Main Ave	#235	Retail Skywalk	3744		\$1,272.96
5443	3B	Albert Building Apartments	237 W Riverside Ave		Apartments	4		\$112.86
5448	2	Best Law, PLLC	905 W Riverside Ave	#414	Office Upper	245		\$34.30
5449	2	Vanity Makeup and Skin	421 W Riverside Ave	#820	Office Upper	1360		\$190.40
5450	2	Arnold Financial Group	421 W Riverside Ave	#970	Office Upper	892		\$124.88
5451	3C	Edward D. Jones & Co	111 W North River Dr	#201	Office Upper	1544		\$185.28
5452	2	The Fix	404 W Main Ave	#M101	Retail Upper	380		\$112.86
5453	2	MMEC	1 N Monroe St	#200	Office Ground	3639		\$655.02

# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
5480	3A	Riverside Place	1110 W Riverside Ave		Retail Upper	21200		\$2,544.00
5480	3A	Riverside Place	1110 W Riverside Ave		Retail Upper	21200		\$2,544.00
5480	3A	Riverside Place	1110 W Riverside Ave		Retail Ground	21200		\$3,392.00
5481	2	Jaazz Hairdressing Group	421 W Main Ave	#102	Retail Ground	2629		\$499.51
5482	2	Wanderlust Delicato	421 W Main Ave	#103	Retail Ground	2485		\$472.15
5483	1	Whiz Kids (J&K Lara LLC)	808 W Main Ave	#320	Retail Upper	4375		\$656.25
5490	2	Regus	601 W 1st Ave	#1400	Office Upper	9205		\$1,288.70
5491	1	Le Verre Wine & Libations	210 N Howard St		Retail Ground	900		\$306.00
5493	1	Lumen High School	718 W Riverside Ave	#B	Exempt	1689		\$0.00
5495	3B	Davenport Grand Hotel	333 W Spokane Falls Blvd		Hotels & Motels	716		\$22,346.36
5496	2	Star Financial	421 W Riverside Ave	#340	Office Upper	1911		\$267.54
5498	2	Barrister Winery Tasting Room	203 N Washington St	#100	Retail Ground	480		\$112.86
5499	2	Lavish Salon	1021 W 1st Ave		Retail Ground	1857		\$352.83
5500	2	Pyrotek Inc	705 W 1st Ave		Office Ground	13402		\$2,412.36
5500	2	Pyrotek Inc	705 W 1st Ave		Office Upper	40206		\$5,628.84
5501	3B	Davenport Grand Hotel Parking Garage	334 W Main Ave	#1	Commercial Parking	570		\$1,778.40
5502	2	The Volstead Act	12 N Post St	#12	Retail Ground	1215		\$230.85
5503	3B	Public Facilities District - Parking	334 W Main Ave	#2	Commercial Parking	356		\$1,110.72
5504	2	The Wolff Company	717 W Sprague Ave	#802	Office Upper	3861		\$540.54
5505	3A	McMillen Engineering	1325 W 1st Ave	#303	Office Upper	2497		\$299.64
5507	2	Rosie's	909 W 1st Ave	#A	Retail Ground	3000		\$570.00
5508	2	The Phoenix Café	415 W Main Ave	#101	Retail Ground	942		\$178.98
5510	1	Spokane Public Library	906 W Main Ave		Exempt	16000		\$0.00
5512	2	Eide Bailly LLP	999 W Riverside Ave	#200	Office Upper	16726		\$2,341.64
5513	2	JUB Engineers	999 W Riverside Ave	7th Flr	Office Upper	6485		\$907.90
5514	2	Montvale Event Center	1017 W 1st Ave		Retail Upper	3378		\$472.92
5514	2	Montvale Event Center	1017 W 1st Ave		Retail Upper	5878		\$822.92
5514	2	Montvale Event Center	1017 W 1st Ave		Retail Ground	5241		\$995.79
5518	2	Cowles Publishing - Editorial	999 W Riverside Ave	#400	Office Upper	16521		\$2,312.94
5519	2	Cowles Publishing - IT	999 W Riverside Ave	#515	Office Upper	4955		\$693.70
5521	3C	Native Gaming LLC	921 W Broadway Ave	#101	Office Upper	2500		\$300.00

# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
5522	3C	Farrell Law Office	921 W Broadway Ave	#301	Office Upper	850		\$112.86
5523	2	Merit Financial Advisors	111 S Post St	#2282	Office Upper	1066		\$149.24
5524	2	Northwest Planning Inc	1 N Monroe St	#202	Office Upper	1467		\$205.38
5525	2	Cowles Company - Corporate	999 W Riverside Ave	#600	Office Upper	9538		\$1,335.32
5527	2	Cowles Publishing - Circulation & Adver	999 W Riverside Ave	#510	Office Upper	4500		\$630.00
5528	2	River Park Square Management	999 W Riverside Ave	#6th Flr	Office Upper	3222		\$451.08
5529	2	Centennial Real Estate	999 W Riverside Ave	#6th Flr	Office Upper	7394		\$1,035.16
5531	1	GESA Credit Union	618 W Riverside Ave	#101	Retail Ground	7592		\$2,581.28
5532	3B	Cease & Desist Book Club	108 N Washington St	#100	Retail Ground	1187		\$189.92
5533	1	Free People	865 W Main Ave		Retail Ground	4504		\$1,531.36
5535	2	One Tree Hard Cider	111 S Madison St		Retail Ground	2250		\$427.50
5538	2	Anfisa Skin LLC	1024 W Railroad Alley		Retail Ground	1810		\$343.90
5540	2	Durkin's Liquor Bar	415 W Main Ave	#102	Retail Ground	3818		\$725.42
5551	2	Veritas Legal Services	421 W Riverside Ave	#511	Office Upper	865		\$113.86
5571	3A	Spokane Ballet Studio	112 S Adams St		Retail Ground	3000		\$480.00
5573	3A	Summerfield Management	1124 W Riverside Ave	#325	Office Upper	1000		\$120.00
5577	2	Paciolan, LLC	421 W Main Ave	#200	Office Upper	3262		\$456.68
5578	3B	The Bickett Apartments	225 W Riverside Ave		Apartments	8		\$112.86
5581	3B	The Space	201 W Riverside Ave	#302	Retail Upper	900		\$108.00
5582	2	Eide Bailly LLP	999 W Riverside Ave	#101	Office Ground	7510		\$1,351.80
5589	2	Legacy Capital Management Inc	421 W Riverside Ave	#1450	Office Upper	1665		\$233.10
5590	2	Giving Back Packs	827 W 1st Ave	#220	Exempt	1176		\$0.00
5591	2	Wildflower	827 W 1st Ave	#218	Retail Upper	288		\$112.86
5593	2	Wiley's Bistro	421 W Main Ave	#104	Retail Ground	2776		\$527.44
5596	2	Maplewood Software	421 W Main Ave	#201	Office Upper	5485		\$767.90
5597	2	1st Ave Coffee	1011 W 1st Ave		Retail Ground	3000		\$570.00
5598	3B	The Space	201 W Riverside Ave	#303	Retail Upper	900		\$108.00
5600	2	Blvd Coffee	601 W Riverside Ave	#A	Retail Ground	210		\$112.86
5601	1	Urban Outfitters #1026	702 W Main Ave	#200	Retail Skywalk	4011		\$1,363.74
5602	1	Cowles Ventures, LLC	809 W Main Ave	#100	Office Ground	5448		\$1,035.12
5603	1	Lush Handmade Cosmetics LLC	875 W Main Ave		Retail Ground	1912		\$650.08

# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
5612	2	Winston & Cashatt PS	601 W Riverside Ave	#2000	Office Upper	12814		\$1,793.96
5613	2	Lee & Hayes PLLC	601 W Riverside Ave	#1300	Office Upper	11275		\$1,578.50
5615	2	Rice, Miller, Fergus	1011 W 1st Ave	#B	Retail Ground	2085		\$396.15
5616	2	Revival Tea Company	415 W Main Ave	CUB	Retail Basement	1800		\$252.00
5619	2	Nina Cherie Couture	827 W 1st Ave	#107/#115	Retail Ground	1194		\$226.86
5620	2	Breeze Kenny	601 W Riverside Ave	#B2	Retail Basement	2054		\$287.56
5621	2	Intentional Hypnosis LLC	827 W 1st Ave	#203	Retail Upper	288		\$112.86
5631	1	312 Productions	510 W Riverside Ave	#500	Office Upper	4536		\$680.40
5632	3A	River City Brewing	121 S Cedar St		Retail Ground	3204		\$512.64
5633	3C	CCB-NWC, LLC	201 W North River Dr	#110	Office Ground	3751		\$562.65
5634	2	Lush Salon	122 S Monroe St	#202	Retail Upper	1470		\$205.80
5639	2	Tina Weaver	905 W Riverside Ave	#305	Office Upper	240		\$112.86
5649	2	Selkirk Wealth Advisors	203 N Washington St	#203	Office Upper	1033		\$144.62
5660	3C	Clinkerdagger	621 W Mallon Ave	#201	Retail Ground	407		\$65.12
5664	3B	House Representative Jeff Holy	9 S Washington St	#302	Exempt	500		\$0.00
5673	3C	Vista Title & Escrow	201 W North River Dr	#205	Office Upper	7316		\$877.92
5678	2	Pondera Architecture	421 W Riverside Ave	#880	Office Upper	295		\$112.86
5698	2	Gold Reserve Inc	999 W Riverside Ave	#401	Office Upper	5100		\$714.00
5699	2	Centennial Real Estate Investments - Ex	999 W Riverside Ave	#6th Flr	Office Upper	3222		\$451.08
5709	1	M Apartments	612 W Main Ave	3rd-10th Fl	Apartments	114		\$712.50
5710	1	Nike Factory Store - Spokane	618 W Main Ave	#103	Retail Ground	12186		\$4,143.24
5714	2	Zayo Bandwidth NW	422 W Riverside Ave	#1501	Office Upper	975		\$136.50
5725	2	US Bank of Washington	422 W Riverside Ave	#101B	Retail Ground	6294		\$1,195.86
5726	2	US Bank of Washington	422 W Riverside Ave	#200	Office Upper	14940		\$2,091.60
5727	2	US Bank of Washington	422 W Riverside Ave	#1200	Office Upper	11973		\$1,676.22
5732	1	Wheatland Bank	222 N Wall St	#100	Retail Ground	3852		\$1,309.68
5734	2	Paine Hamblen PS	717 W Sprague Ave	#1400	Office Upper	11130		\$1,558.20
5736	2	Washington Trust Bank	717 W Sprague Ave	#200	Office Upper	323		\$45.22
5737	2	Washington Trust Bank	717 W Sprague Ave	#400	Office Upper	2289		\$320.46
5738	2	Washington Trust Bank	717 W Sprague Ave	#600	Office Upper	11255		\$1,575.70
5739	2	Washington Trust Bank	717 W Sprague Ave	#700	Office Upper	11130		\$1,558.20



# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
5740	2	Washington Trust Bank	717 W Sprague Ave	#900	Office Upper	10308		\$1,443.12
5741	2	Washington Trust Bank	717 W Sprague Ave	#1000	Office Upper	10202		\$1,428.28
5742	2	Washington Trust Bank	717 W Sprague Ave	#1100	Office Upper	7412		\$1,037.68
5745	2	Potlatch Corporation	601 W 1st Ave	#1600	Office Upper	9205		\$1,288.70
5749	2	Friends of the Bing / Bing Crosby Theatre	901 W Sprague Ave		Exempt	756		\$0.00
5752	2	Davenport Hotel Parking Garage	813 W 1st Ave		Commercial Parking	700		\$2,730.00
5754	2	Bank of America Parking Garage	601 W Riverside Ave		Commercial Parking	392		\$1,528.80
5756	3B	Kung Fu Vapes	303 W Main Ave		Retail Ground	940		\$150.40
5758	1	Powers Stromberg Pension Consulting	111 N Post St	#301	Office Upper	2408		\$361.20
5762	2	Design for the PPL	125 S Stevens St	#102	Retail Ground	1035		\$196.65
5763	1	Ignyte Northwest	518 W Riverside Ave	#150	Office Upper	1000		\$150.00
5764	2	GLP Personal Injury Attorneys	115 N Washington St	#2nd Flr	Office Upper	1175		\$164.50
5766	3B	Manzanita House Spokane	201 W Main Ave		Exempt	2595		\$0.00
5767	3A	Empire Health Foundation Philanthropy	1020 W Riverside Ave		Exempt	7900		\$0.00
5768	2	The Spokane Club	1002 W Riverside Ave		Office Upper	4489		\$628.46
5770	3A	Cathedral of Our Lady of Lourdes	1115 W Riverside Ave		Exempt	26992		\$0.00
5772	3A	Kolva-Sullivan Gallery	115 S Adams St	#A	Retail Ground	654		\$112.86
5773	1	Arevo Health LLC	518 W Riverside Ave	#225	Office Ground	200		\$112.86
5774	1	Gantry Inc	518 W Riverside Ave	#205	Office Upper	300		\$112.86
5775	3C	Thompson Insurance & Financial Services	893 W Mallon Ave		Office Ground	725		\$112.86
5776	2	Eastern WA Attorney Services	421 W Riverside Ave	#772	Office Upper	435		\$60.90
5778	3C	Victory Burger (Koselig Kitchen)	835 N Post St		Retail Ground	500		\$112.86
5779	2	Opal Creek Captial	601 W Riverside Ave	#430	Office Upper	1498		\$209.72
5780	3C	Diamond Parking - Wonder Parking Garage	835 N Post St		Commercial Parking	396		\$1,235.52
5782	2	Smith + Malek	601 W Riverside Ave	#1320	Office Upper	3606		\$504.84
5799	2	Kristen Lukey	827 W 1st Ave	#411	Office Upper	288		\$112.86
5800	2	Curate the Firm	905 W Riverside Ave	#312	Office Upper	927		\$129.78
5802	3C	Guardian Mortgage	835 N Post St	#202	Office Upper	3229		\$387.48
5803	3B	STCU - Administration	9 S Washington St	#401	Office Upper	1250		\$150.00
5804	3B	Anastasi Moore & Martin LLC	9 S Washington St	#405	Office Upper	1650		\$198.00
5805	3C	HUB International	835 N Post St	#250A	Office Upper	1947		\$233.64

# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
5821	1	From Here	808 W Main Ave	#251	Retail Skywalk	4178		\$1,420.52
5823	1	Flatstick Pub Spokane	618 W Main Ave	#101	Retail Ground	9971		\$3,390.14
5830	2	Washington Trust Bank	601 W 1st Ave	#300	Office Upper	9443		\$1,322.02
5842	1	Morning Star Foundation	510 W Riverside Ave	#201	Exempt	2245		\$0.00
5844	3C	Parametrix	835 N Post St	#201	Office Upper	8151		\$978.12
5845	3C	HDR Engineering	835 N Post St	#101	Office Ground	10354		\$1,553.10
5846	3C	A Place for Rover	835 N Post St	#301	Office Upper	18566		\$2,227.92
5847	3C	Ten Capital Wealth Advisors	835 N Post St	#102	Office Ground	12049		\$1,807.35
5848	3C	HUB International	835 N Post St	#203	Office Upper	14540		\$1,744.80
5851	3C	Diamond Parking Services LLC	967 W Mallon Ave		Commercial Parking	31		\$112.86
5852	3C	Diamond Parking Services LLC	908 W Broadway Ave		Commercial Parking	51		\$159.12
5854	2	Kartchner Engineering	101 S Stevens St	#201	Office Upper	2000		\$280.00
5855	3B	Chili's Bar & Grill - Parking	207 W Spokane Falls Blvd		Commercial Parking	50		\$156.00
5856	3A	KHQ Inc - Parking	1201 W Sprague Ave		Commercial Parking	78		\$243.36
5858	3C	Uno Mas Taco Shop	835 N Post St		Retail Ground	500		\$112.86
5859	3C	David's Pizza	803 W Mallon Ave		Retail Ground	6000		\$960.00
5860	3A	Hotel Indigo	110 S Madison St		Hotels & Motels	112		\$3,495.52
5861	3A	Dona Magnolia	110 S Madison St		Retail Ground	5600		\$896.00
5863	3A	Big City Art Studio	1107 W 1st Ave		Retail Ground	1000		\$128.00
5864	1	USL Spokane - Ticketing	530 W Main Ave	#203	Retail Upper	1500		\$225.00
5865	3A	A Modern Plantsman	110 S Madison St	#A	Retail Ground	1400		\$224.00
5866	3B	Inked 222 Death (Auralite)	15 N Browne St	#103	Retail Ground	525		\$84.00
5867	3B	Inked 222 Death (Auralite)	201 W Riverside Ave	#102	Retail Ground	1400		\$224.00
5869	2	Northwest Equity Solutions Inc	601 W Riverside Ave	#280	Office Upper	1120		\$156.80
5870	2	JLL (Jones Lang LaSalle)	601 W Riverside Ave	#285	Office Upper	898		\$125.72
5871	2	CoBank	601 W Riverside Ave	#650	Office Upper	2930		\$410.20
5872	2	Olson Agency, dba Allstate Insurance	601 W Riverside Ave	#675	Office Upper	2406		\$336.84
5874	1	The CoolSuite	510 W Riverside Ave	#104	Retail Ground	6060		\$2,060.40
5875	2	Summit CPR Training	905 W Riverside Ave	#212	Office Upper	646		\$112.86
5876	1	Evergreen Elder Law	818 W Riverside Ave	#510	Office Upper	3681		\$552.15
5877	2	Feltman Ewing PS	421 W Riverside Ave	#1200	Office Upper	3317		\$464.38



# Downtown Spokane Improvement District 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
5878	3C	McMorris Therapy	201 W North River Dr	#518	Office Upper	1335		\$160.20
5879	3C	ESR Market Hall (Bosco)	835 N Post St		Retail Ground	500		\$112.86
5880	3B	The Warren Apartments	206 W Riverside Ave		Apartments	138		\$645.84
5881	2	Bristol George	505 W Riverside Ave	#215	Office Upper	959		\$134.26
5882	2	Waldo Law	505 W Riverside Ave	#200	Office Upper	2271		\$317.94
5883	2	FSI Engineering	505 W Riverside Ave	#440	Office Upper	1395		\$195.30
5887	3B	Dr. C Dental/Hans Solo Support Services	108 N Washington St	#305	Office Upper	1756		\$210.72
5888	3B	Eowen S Rosentrater Law Office	108 N Washington St	#404	Office Upper	261		\$31.32
5889	3B	Eowen S Rosentrater Law Office	108 N Washington St	#405	Office Upper	379		\$45.48
5890	3B	Harry Rosenkrantz	108 N Washington St	#409/410	Office Upper	351		\$112.86
5891	3B	Hannah Thomsen, LMP	108 N Washington St	#418	Office Upper	261		\$112.86
5892	3B	Blue Line-LordStanley	108 N Washington St	#B2	Office Basement	365		\$112.86
5893	3B	Andy Robideaux	108 N Washington St	#B3	Office Basement	575		\$112.86
5894	1	Gallagher Benefit Services	221 N Wall St	#200	Office Upper	5805		\$870.75
5895	1	Coffman Engineers	221 N Wall St	#610	Office Upper	8957		\$1,343.55
5896	2	League of Education Voters	827 W 1st Ave	#209	Office Upper	299		\$112.86
5897	2	The Car Park	827 W 1st Ave	#417	Office Upper	863		\$120.82
5898	2	Paukert & Troppman	421 W Riverside Ave	#520	Office Upper	1623		\$227.22
5899	2	Rushall, Reital & Randall	421 W Riverside Ave	#808	Office Upper	774		\$112.86
5900	3B	Cephei Consulting	108 N Washington St	#420	Office Upper	193		\$112.86
5903	2	GLP Personal Injury Attorneys	115 N Washington St	#3rd Flr	Office Upper	4405		\$616.70
5907	2	Garda CL West Inc	601 W Riverside Ave	#B100	Office Basement	4792		\$670.88
5909	2	Contract Design	1 N Monroe St	#101	Office Ground	8853		\$1,593.54
5910	1	Downtown Spokane Partnership	818 W Riverside Ave	#110	Office Ground	793		\$150.67
5911	2	Spokane Independent Metro Business A	7 S Howard St	#104	Exempt (Office Skywalk	93.5		\$0.00
5912	3C	The Kitchen Engine	621 W Mallon Ave	#416S	Retail Upper	357		\$42.84
5913	3C	Skullnah Legal	628 1/2 N Monroe St	#201B	Office Upper	229		\$37.62
5914	3C	Financial Services Department - Spokane	628 1/2 N Monroe St	#202	Office Upper	238		\$112.86
5915	3C	AWSP - Association of Washington Scho	628 1/2 N Monroe St	#203	Office Upper	231		\$112.86
5916	3C	Skullnah Legal	628 1/2 N Monroe St	#204	Office Upper	240		\$37.62
5917	3C	Skullnah Legal	628 1/2 N Monroe St	#205	Office Upper	253		\$37.62

# Downtown Spokane Improvement District

## 2025 Tenant Assessment Roll



ID #	Zone	Business Name	Full Address	Suite	Assessment Type	Units	CPTED	Assessment
5918	3C	Spokane Workers Cooperative	628 1/2 N Monroe St	#301	Office Upper	522.35		\$112.86
5919	3C	Coastal Bank	628 1/2 N Monroe St	#302	Office Upper	237.71		\$112.86
5920	3C	Treatment	628 1/2 N Monroe St	#303	Office Upper	221		\$112.86
5921	3C	Mint Interiors	628 1/2 N Monroe St	#304	Office Upper	240		\$112.86
5923	2	Bella Rosa Skin Academy	505 W Riverside Ave	#110	Retail Ground	1735		\$329.65
5924	2	X7 Media	421 W Riverside Ave	#1009	Office Upper	403		\$112.86
5926	2	Eastern WA Attorney Services	421 W Riverside Ave	#1005	Office Upper	638		\$89.32
5927	3B	AI Professionals	108 N Washington St	#406B	Office Upper	203		\$112.86
5931	2	Redstone Spokane I, LLC - Management	601 W Riverside Ave	#730	Office Upper	2084		\$291.76
5933	2	New American Funding	601 W Riverside Ave	#750	Office Upper	2023		\$283.22
5935	2	Swing Golf Lounge	601 W Riverside Ave	#110	Retail Ground	5793		\$1,100.67
5936	2	Mack Imes Brown PLLC	717 W Sprague Ave	#501	Office Upper	3591		\$502.74
5937	2	Genesee Block Residential Storage	821 W Riverside Ave		Office Basement	665		\$93.10
5938	2	Genesee Block Residential Apartments	819 1/2 W Riverside Ave		Apartments	4		\$21.84
5941	2	The Press Pickleball Club	1 N Monroe St		Retail Ground	10000		\$1,900.00
5958	2	Vital Movement Dance	7 S Howard St	#MEZZ	Office Upper	1000		\$140.00
5959	1	Spokane Public Library	907 W Main Ave	2nd Floor	Exempt	16000		\$0.00
5960	1	Spokane Public Library	908 W Main Ave	3rd Floor	Exempt	16000		\$0.00
5961	3C	Papini Law PLLC	921 W Broadway Ave	#205C	Office Upper	150		\$112.86
5963	2	Contract Design - Warehouse Space	1 N Monroe St	#100	Manufacturing	5553		\$777.42
5968	2	1910 Restaurant & Lounge	1002 W Riverside Ave		Retail Ground	4875		\$926.25
5971	2	Spokane Athletic Club - Daycare	1002 W Main Ave		Office Ground	2320		\$417.60
5972	2	Spokane Athletic Club - Pool	1002 W Main Ave		Basement Retail	7200		\$1,008.00
5973	2	Spokane Athletic Club - Gym	1002 W Main Ave		Basement Retail	5952		\$833.28
5974	2	Spokane Athletic Club - Workout Area	1002 W Main Ave		Upper Retail	10400		\$1,456.00
5975	2	Spokane Athletic Club - Café	1002 W Main Ave		Upper Retail	2275		\$318.50
5976	2	Spokane Athletic Club - Lockers	1002 W Main Ave		Upper Office	5472		\$766.08
5977	1	Downtown Spokane Partnership - Storage	601 W Main Ave	#B	Office Basement	700		\$112.86
5978	3C	The Jenkins Apartments	806 N Monroe		Apartments	10		\$112.86
5979	3C	Alpine Bakery	810 N Monroe		Retail Ground	1100		\$176.00
5980	3C	Birdie's Pie Shop	712 N Monroe St		Retail Ground	2320		\$371.20



















# DOWNTOWN SPOKANE BUSINESS IMPROVEMENT DISTRICT (BID)

## Special Assessment Matrix

### SPECIAL ASSESSMENTS

Chapter 4.31 of the Spokane Municipal Code (SMC), as originally adopted in Ordinance No. C-32923 and as subsequently amended by the City Council, provides for the levy of special assessments upon businesses and properties within the area designated as the Downtown Business Improvement District (BID). The City of Spokane will levy and collect special assessments on an annual basis within the BID from tenants and property owners according to the following assessment formula.

#### I. TENANT ASSESSMENT FORMULA

All tenant assessments are based upon square footage of space per lease except where noted. *There is an annual minimum assessment of \$112.86 per tenant.*

<b>Type of Tenant</b>	<b>Zone 1</b>	<b>Zone 2</b>	<b>Zone 3</b>	<b>Zone 4</b>
Retail Tenants -Ground floor and skywalk	\$0.34	\$0.19	\$0.16	-0-
Office Tenants -Ground floor and skywalk	\$0.19	\$0.18	\$0.15	-0-
Office and Retail Tenants -Upper floors and basement	\$0.15	\$0.14	\$0.12	-0-
Manufacturing Tenants	\$0.15	\$0.14	\$0.12	-0-
Commercial Parking -per space assessment	\$4.68	\$3.90	\$3.12	-0-
Commercial Theaters -per seat assessment	\$3.90	\$2.97	\$2.50	-0-
Apartments -per unit assessment	\$6.25	\$5.46	\$4.68	-0-

#### II. PROPERTY OWNER ASSESSMENT FORMULA

Property owner assessments are based upon current values for land plus improvements, no exemptions, and are calculated at a rate per \$1,000 of total assessed value. Each property, including its tenants, shall be assessed under both the tenant and property owner formulas. *There is an annual minimum assessment of \$112.86 per property parcel.*

<b>Type of Owner</b>	<b>Zone 1</b>	<b>Zone 2</b>	<b>Zone 3</b>	<b>Zone 4</b>
Private Property	\$1.13	\$1.13	\$0.72	-0-
Government	\$0.82	\$0.82	\$0.62	-0-
Residential/Condominiums -per unit assessment	\$0.62 up to a max of \$220.59	\$0.62 up to a max of \$220.59	\$0.41 up to a max of \$220.59	-0-
Public Facilities District	\$0.32	\$0.32	\$0.32	-0-

<b>Combined Tenant/Owner</b>	<b>Zone 1</b>	<b>Zone 2</b>	<b>Zone 3</b>	<b>Zone 4</b>
Hotels and Motels -per room assessment	\$31.21	\$31.21	\$31.21	-0-

#### III. GOVERNMENT PARK PROPERTY ASSESSMENT FORMULA

<b>Type</b>	<b>Zone 4</b>
Public Parks -per acre assessment	\$186.71

**Assessments are billed by and collected by the City of Spokane Treasury Services.**

For billing questions, contact the City of Spokane Taxes & Licenses department at [taxesandlicenses@spokanecity.org](mailto:taxesandlicenses@spokanecity.org).

## Appendix B – 2025

### IV. GENERAL EXEMPTIONS

The following will be exempt from special assessments, but may choose to voluntarily pay an assessment to receive BID services:

1. Tenants and property owners recognized under Section 501(c)(3) of the Internal Revenue Code as a tax exempt non-profit charitable organization.
2. Government agencies exempt from taxation pursuant to state or federal law.
3. Organizations conducting business in the BID less than 30 days per year.

### V. ASSESSMENT POLICIES

1. Assessments are based upon four zones. Within each zone, the city will levy and collect special assessments at different rates based on the entity being a tenant or property. A map of the benefit zones can be found at: <https://downtownspokane.org/bid-assessment-guide>.
2. Each property, including its tenants, shall be assessed under both the tenant and property owner formulas.
3. No historic tax credit or other exemptions that would decrease the assessed value of land or improvements will be used to calculate the annual property assessment.
4. A minimum assessment of \$112.86 is levied for each eligible tenant and/or property parcel within the BID. Square footage may be combined for office or retail tenants occupying multiple spaces in one building to meet the minimum.
5. Public parks will be assessed for both property and tenancy at one rate per number of acres.
6. Hotels and motels will be assessed for both property and tenancy at one rate per number of rooms.
7. All parking that is open and accessible to the public, including hotel lots and garages, for which a fee is charged, shall be assessed on the same basis as commercial parking. For purposes of this assessment, commercial parking is defined as a parking space that is open and accessible to the public for which a charge is assessed for the privilege of parking a vehicle in the parking space for a set time.
8. The property taxpayer shall be responsible for apartment assessments.

### VI. Assessment Rate Increases

Special assessments for all flat-fee assessments are adjusted based on the increase, if any, of the Consumer Price Index of the Western U.S. City Average for all urban consumers (CPI-U). The percentage increase in the assessment formula shall be computed as  $\frac{(\text{Ending CPI-U (current year)} - \text{Beginning CPI-U (Prior Year)})}{\text{Beginning CPI-U}} \times 100 = \text{Percentage Increase}$ .

### VII. DISPUTES

Most assessment questions are quickly resolved by the City of Spokane with support of the Downtown Spokane Partnership (DSP). If a satisfactory conclusion is not reached, a ratepayer aggrieved by the amount of an assessment shall request within sixty (60) days from the date of the assessment, a meeting and/or hearing before the BID Ratepayer Advisory Board. If not satisfied with the decision of the Ratepayer Advisory Board, appeal, within ten days from the date of the decision, the matter de novo, to the City hearing examiner in the manner provided for under the City's municipal code. An Assessment Resolution Policy, which fully outlines the appeal process, is available at the DSP office.

### ASSESSMENT GUIDELINES

The following guidelines are provided as a supplement to detail how the city will levy special assessments:

- Property owner is defined as the Owner for the parcel identified by the Spokane County Assessor's Office and tenant is defined by the name or organization on the lease agreement.
- A pro-rated assessment is not available to property owners, irrespective of whether a property is sold.
- Tenant assessment rates are annual and are based upon gross leasable space (including storage) except where noted.
- Manufacturing businesses should have their businesses classified, and assessments applied, consistent with other uses in the BID. Business classifications (i.e., office/manufacturing) should not be prorated for a single business operation. Per Section 4, Part E, "if multiple activities or uses are undertaken in a single business space, the predominant activity or usage shall determine the business classification." The predominant usage is that use that has the greatest proportional square footage of a building compared to other uses.
- A pro-rated assessment shall be available on request with proper documentation to tenants that close or move out of the BID area when a lease is terminated. The pro-rated assessment shall be assessed on request on a quarterly basis of three full months. For example, if a lease ends on Feb. 1, the tenant's pro-rated assessment will be Jan 1-Mar 30. Documentation of lease termination is required, this may include a letter from the property manager or owner, on letterhead, confirming the lease-end date.
- When a tenant moves within the district, that tenant will be responsible for the assessment based on their previous location until the change is made for the next year's assessment roll.
- A tenant that moves into the BID area may request a pro-rated voluntary assessment. The pro-rated assessment shall be assessed quarterly, beginning the first day of the next quarter. For example, if a lease initiates Jun. 1, the tenant's pro-rated assessment would be Jul 1-Dec 31.
- Emailing BIDinfo@downtownspokane.org with documentation is the quickest way to receive a pro-rated invoice for a tenant assessment. The DSP will work with the City of Spokane to expedite.

**Assessments are billed by and collected by the City of Spokane Treasury Services.**

For billing questions, contact the City of Spokane Taxes & Licenses department at [taxesandlicenses@spokanecity.org](mailto:taxesandlicenses@spokanecity.org).

## Appendix B – 2025

### Ratepayer Notices

The City of Spokane contracts with the DSP to maintain assessment rolls. Information is updated annually using information from the Spokane County Assessor's Office for property parcels. Tenant information is provided by property owners and/or managers. The assessment rolls utilize information provided on Oct. 1 of each year and are mailed on or around Dec. 31. There may be discrepancies that arise in tenant and property information that changes between Oct. 1 – Dec. 31. Ratepayers are advised to report any tenancy or business name changes directly to the DSP by email at [BIInfo@downtownspokane.org](mailto:BIInfo@downtownspokane.org) as soon as possible to keep records current.

### Invoice Management and Payment Deadlines

Annual BID invoices are mailed on or around Dec. 31 for the following calendar year. Payment is due on or before Jan. 31. If a ratepayer elects to pay the assessment in two installments, there will be a \$10.00 service charge levied on each installment and 12% interest charged on the balance.

- Unpaid assessments are notified by late notice in February with a March due date. This is the last chance to avoid penalty fees and accrued interest.
- For ratepayers that pay in two installments, the second invoice is sent in mid-June, with payment due by July 31.
- Final unpaid notices are sent at the beginning of October with notice that any unpaid assessment, along with penalty fees and/or accrued interest will be forwarded to third-party collections if unpaid on Oct. 31.
- Once invoices are forwarded to collections, ratepayers must work with the city's collections vendor to settle accounts.

### Address Updates

It is the responsibility of each ratepayer to notify the City of Spokane and the DSP of any changes to names or current mailing addresses to receive invoices in a timely manner.

- Mailing address updates can be made any time by emailing [BIInfo@downtownspokane.org](mailto:BIInfo@downtownspokane.org) and [taxesandlicenses@spokanecity.org](mailto:taxesandlicenses@spokanecity.org).
  - Updating your mailing address with the BID ensures that the change will be reflected in the subsequent assessment rolls and with the City of Spokane ensures that all mailings for the remainder of the year are sent to the correct address.
- Digital invoices can be requested from the City of Spokane by emailing [taxesandlicenses@spokanecity.org](mailto:taxesandlicenses@spokanecity.org).
- Ratepayers can view their current-year balance online at <https://my.spokanecity.org/account/sign-in/>.

For more information about the BID, including a longer FAQ visit: <https://downtownspokane.org/bid-assessment-guide>.

**Assessments are billed by and collected by the City of Spokane Treasury Services.**

For billing questions, contact the City of Spokane Taxes & Licenses department at [taxesandlicenses@spokanecity.org](mailto:taxesandlicenses@spokanecity.org).



**Agenda Sheet for City Council:**

**Committee:** Urban Experience **Date:** 10/14/2024

**Committee Agenda type:** Consent

**Date Rec'd** 10/14/2024

**Clerk's File #** ORD C36617

**Cross Ref #**

**Project #**

**Council Meeting Date:** 12/02/2024

**Submitting Dept** PLANNING & ECONOMIC

**Bid #**

**Contact Name/Phone** AMANDA BECK 6414

**Requisition #**

**Contact E-Mail** ABECK@SPOKANECITY.ORG

**Agenda Item Type** Final Reading Ordinance

**Council Sponsor(s)** JBINGLE ZZAPPONE KKLITZKE

**Agenda Item Name** 0650 - 2025 SPECIAL ASSESSMENT HEARING FOR EAST SPRAGUE PBIA

**Agenda Wording**

An ordinance approving and confirming the 2025 assessments and assessment roll for the East Sprague Parking and Business Improvement Area.

**Summary (Background)**

The East Sprague Business Improvement District (ESBID) collects an annual special assessment from property owners within the district to provide funding for programs and services, as outlined in Chapter 04.31C SMC. The East Sprague Business Association (ESBA) administers and operates these programs through a contract with the City of Spokane. As part of the annual process their annual management plan and proposed budget is reviewed and approved concurrently with the assessment roll.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost \$

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

The City collects the annual assessment on behalf of the ratepayers; ESBA provides services in line with the approved budget and management plan approved by City Council, and then invoices the City to pay for those services. There are limited direct costs

**Amount**

**Budget Account**

Select \$ #

Select \$ #

Select \$ #

Select \$ #

\$ #

\$ #



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

<b><u>Dept Head</u></b>	GARDNER, SPENCER
<b><u>Division Director</u></b>	GARDNER, SPENCER
<b><u>Accounting Manager</u></b>	ORLOB, KIMBERLY
<b><u>Legal</u></b>	SCHOEDEL, ELIZABETH
<b><u>For the Mayor</u></b>	PICCOLO, MIKE

**Additional Approvals**


**Distribution List**

	tstripes@spokanecity.org
lbeattie@spokanecity.org	laverne.esba@gmail.com
chrisv@communityframeworks.org	

## Committee Agenda Sheet

### Urban Experience Committee

<b>Committee Date</b>	October 14, 2024
<b>Submitting Department</b>	Planning and Economic Development
<b>Contact Name</b>	Amanda Beck
<b>Contact Email &amp; Phone</b>	<a href="mailto:abeck@spokanecity.org">abeck@spokanecity.org</a> ; x6414
<b>Council Sponsor(s)</b>	CMs Zappone, Bingle, and Klitzke
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	2025 Special Assessment Hearing for East Sprague PBI A
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	<p>The East Sprague Business Improvement District (ESBID) collects an annual special assessment from property owners within the district to provide funding for programs and services, as outlined in Chapter 04.31C SMC. The East Sprague Business Association (ESBA) administers and operates these programs through a contract with the City of Spokane. As part of the annual process their annual management plan and proposed budget is reviewed and approved concurrently with the assessment roll.</p> <p>Per the annual assessment process set forth in Chapter 04.31C SMC:</p> <ul style="list-style-type: none"> <li>• The Draft Assessment Roll will be made available for public viewing through the City Clerk’s Office on November 2, 2024;</li> <li>• A mailed notice to property owners identified on the assessment roll will be mailed fifteen days prior to the public hearing to vote on the assessment roll;</li> <li>• RES 2024-0087 set the Assessment Roll hearing date;</li> <li>• City Council will hold a <b>public hearing on December 2, 2024</b>, and then vote on the 2025 assessment roll for the East Sprague PBI A;</li> <li>• At the public hearing City Council will also vote on the proposed 2025 management plan and budget for the services to be provided by ESBA in service of the ratepayers;</li> <li>• Assessments are due January 31, 2025 (either in full or half, with the remainder being due June 30, 2025).</li> </ul>
<b>Fiscal Impact</b>	
<b>Approved in current year budget?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A Total Cost: <u>No direct costs are associated with this action</u> Current year cost: Subsequent year(s) cost:	
<b>Narrative:</b> <u>The City collects the annual assessment on behalf of the ratepayers; ESBA provides services in line with the approved budget and management plan approved by City Council, and then invoices the City to pay for those services. There are limited direct costs to the City as our economic development partner conducts the work on behalf of the City.</u>	
<b>Funding Source</b> <input type="checkbox"/> One-time <input type="checkbox"/> Recurring <input checked="" type="checkbox"/> N/A Specify funding source: Program revenue	

Is this funding source sustainable for future years, months, etc? Yes, a PBIA is set up to fund specific services for its geographic area above and beyond the baseline services provided by the City.

**Expense Occurrence**     One-time     Recurring     N/A

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

**Operations Impacts** (If N/A, please give a brief description as to why)

What impacts would the proposal have on historically excluded communities?

In administering the BID contract, ESBA is tasked with assisting existing and potential businesses that want to be located with the East Sprague BID, and this can include women and minority owned businesses that benefit from an entity that can manage district-wide marketing and events to attract customers that support local Spokane businesses.

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

ESBA, the BID contract manager, completes an annual management plan as part of the annual special assessment process, which includes information on how the BID serves rate payers. No specific information is broken down by racial, gender identity, or other metrics at this time. Feedback from ratepayers to the ESBA Ratepayer Board is one avenue through which both the City and ESBA knows if ratepayers believe they are receiving services commensurate with the collected special assessment.

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

Effectiveness of the proposed changes would be collected annually during the special assessment process, and as analyzed in the annual management plan ESBA completes as the BID contract manager. The ability to maintain, or expand, services as funded through the special assessments would be a positive indicator that the BID is self-sufficient.

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

The creation and continuation of the East Sprague BID achieves a large goal from the 2014 East Sprague Targeted Investment Pilot (TIP) Advisory Board's Implementation Plan, in alignment with the recommendations from the Smart Growth America technical assistance grant report on how to achieve an economically vibrant neighborhood through targeted public and private investments. This resolution sets the hearing for the ordinance that confirms and approves the special assessment for 2025, thereby ensuring the ESBA has the funds to provide ratepayer services established in their contract which supports economic development focused specifically on the East Sprague area, in alignment with the vision and values of Comprehensive Plan Chapter 7, [Economic Development](#), and policy ED 1.2.



## ORDINANCE NO. C36617

AN ORDINANCE APPROVING AND CONFIRMING THE 2025 ASSESSMENTS AND ASSESSMENT ROLL FOR THE EAST SPRAGUE PARKING AND BUSINESS IMPROVEMENT AREA, PREPARED UNDER ORDINANCE C35377 AS CODIFIED AND AMENDED IN CHAPTER 04.31C SMC.

WHEREAS, on September 23, 2024, the Spokane City Council passed Resolution 2024–0087, which provided notice and set a date for hearing on the assessments to be levied under the above identified ordinance; and

WHEREAS, pursuant to Resolution 2024–0087, a public hearing was held on December 2, 2024 to take public testimony regarding the assessments and assessment roll for the East Sprague Parking and Business Improvement Area; and

WHEREAS, the assessment roles have been on file in the Office of the City Clerk for public review and inspection; and

WHEREAS, the City Council, through this ordinance, intends to levy assessments in the East Sprague Business Improvement District to provide programs and services, which will specifically benefit the businesses and properties in the District; and

THE CITY OF SPOKANE DOES ORDAIN:

Section 1. The 2025 assessments and the assessment roll of the East Sprague Parking and Business Improvement Area, established under Ordinance C35377, as codified and amended in Chapter 04.31C SMC, are hereby approved and confirmed. The assessments and assessment roll are attached hereto, available in the Office of the City Clerk and City Treasurer.

Section 2. Each of the businesses, as described in RCW 35.87A.020, lots, tracts, and parcels of land and other property, including improvements thereon, multi-family residential, mixed-use projects as described in RCW 35.87A.020(4), hotels, motels, government, and others, shown upon said rolls are hereby declared to be specially benefited by the programs authorized in Ordinance C35377, as amended, in at least the amount levied against the same. The method of assessment is based upon the Special Assessment Formula in Appendix A.

Section 3. Pursuant to SMC 04.31C.100, the projects, programs, activities and budget for the 2025 East Sprague Parking and Business Improvement Area as presented to the City Council are hereby approved and may be revised by the City Council pursuant to a subsequent motion.

Section 4. The City Clerk is hereby directed to certify and transmit the assessment roll to the City Treasurer for collection, pursuant to City Ordinance and state law.

Section 5. That the assessments shown in the roll on file in the Office of the City Clerk are due on January 31, 2025. The ratepayer may elect to make payments in two installments with the first half of the assessment due and payable on the 31<sup>st</sup> day of January, 2025, and the second half of the assessment due and payable on the 31<sup>st</sup> day of July, 2025. Prior to the due date, ratepayers shall be sent a bill stating the amount of the assessment due and payable. If the assessment is not paid within thirty (30) days after its due date, a delinquency charge shall be added in the amount of ten percent (10%) of the assessment, not to exceed one hundred dollars (\$100) in addition to the processing fee. All assessments, or part thereof, shall also bear interest at the rate of twelve percent (12%) per annum, or part thereof, of delinquency. Within thirty (30) days of the due date(s), the City Treasurer or his/her designee shall send a late notice of the unpaid assessment including the assessment of appropriate interest, penalty and fees. Interest, penalties and other fees will be collected on any unpaid balance or portions thereof from the date the account became due.

Any ratepayer, aggrieved by the amount of an assessment or delinquency charge, shall request, within sixty (60) days of the assessment or charge, a meeting and/or hearing before the Ratepayer Board, and, if not satisfied with the decision of the Ratepayer Board, appeal within ten (10) days from the date of the decision, the matter de novo, to the City's Hearing Examiner, in the manner provided for in the City's Municipal Code. Failure to request a hearing shall result in a waiver of the right to challenge the assessment.

Section 6. This ordinance shall take effect and be in full force from and after the date of its passage.

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

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

Attest:

Approved as to form:

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

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

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

APPENDIX A – 2025 ESBID PBIA

EAST SPRAGUE BUSINESS IMPROVEMENT DISTRICT  
Special Assessment Matrix

Estimated Annual Revenue	% Assessment based on Land Square Footage (LSF)		% Assessment based on Taxable Assessed Value (TAV)	Total Parcels
<b>\$ 103,216.00</b>	75%		25%	237
Benefit Area	Minimums	Maximums	Rate per LSF	Rate per \$1,000 TAV
Zone 1: Center and Corridor (Commercial)	\$318.00	\$1,526.40	3.7 cents	60 cents
Zone 2: General Commercial	\$159.00	\$763.20	1.9 cents	30 cents
Zone 3: Industrial	\$82.68	\$381.60	0.8 cents	15 cents

2025 represents the tenth assessment year for the East Sprague BID since 2016. As per Section 04.31C.040(C)(3) of the Spokane Municipal Code, for subsequent years the assessment will continue on a three-year cycle and follow the inflationary change provided in SMC 04.31C.040(C)(2). The tenth year represents the start of a new three-year cycle and the assessments will be calculated utilizing the Spokane County Assessor’s 2024 property information.

Per SMC 04.31C.040(C)(2)(c), to account for inflation and maintain the equivalent buying power, the assessment rate on LSF will be increased by an Inflationary Factor. For 2025, the assessments will equal the “fourth year” (2024) multiplied by a CPI factor that is the percentage change in CPI between June 2016 and June 2024. The TAV rate will remain the same.

In 2022, City Council approved Ordinance C36255 to ensure that the annual assessment stays apace with inflation, which amended the assessment formula such that the minimum and maximum LSF amounts are adjusted annually in the same percentage and manner as determined by the Inflationary Factor.

The CPI for All Urban Consumers (CPI-U): West Region between June 2016 and June 2024 was 34.4 percent. Due to the CPI Factor change between June 2016 and June 2024, the East Sprague Ratepayer Advisory Board approved a 20.0 percent inflationary factor, rather than 34.4 percent, to ease the burden on East Sprague BID ratepayers. As such, only a 20 percent inflationary factor was applied for 2025 assessments.



# 2025 Management Plan

East Sprague Parking and Business Improvement Area (PBIA)



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# 2025 East Sprague PBIA Management Plan

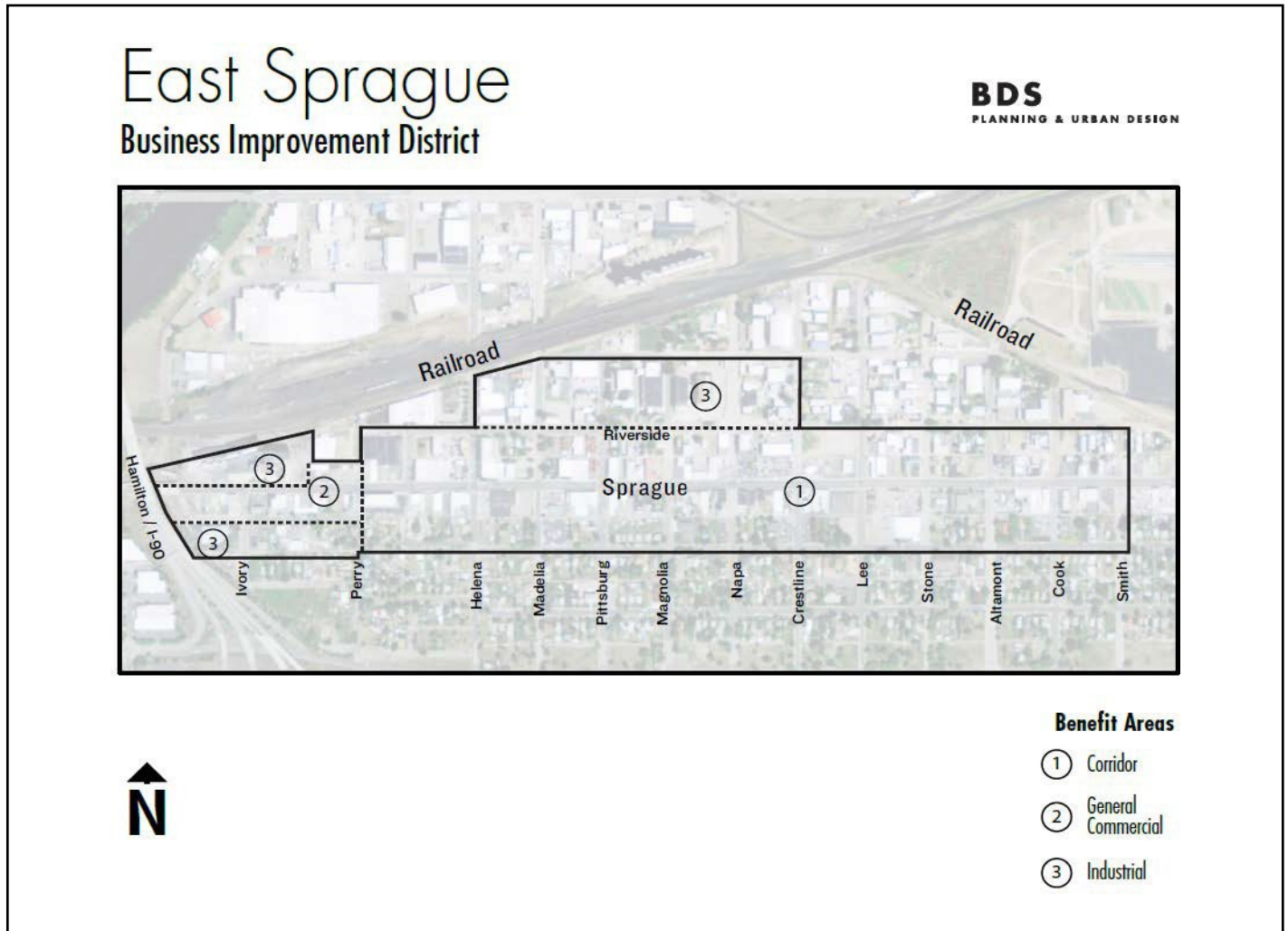
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## East Sprague PBIA Information

The Spokane City Council created the East Sprague Parking and Business Improvement Area (PBIA) in April 2016. This PBIA is authorized by Washington State law to aid economic development and neighborhood revitalization as well as Spokane Municipal Code SMC Chapter 4.31C.

The East Sprague BID includes 247 parcels in three benefit zones as represented in the map below.



The PBIA assessments continue to enhance the streetscape and surrounding area. The PBIA programs are: ► Clean and Green ► Safety and Security ► Marketing and Branding ► Neighborhood Beautification. These programs are critical in continuing the revitalization of the East Sprague business corridor and neighborhood. The PBIA encourages future investments by providing services to keep the district streets **clean, safe, attractive, and economically vibrant**.

The East Sprague PBIA Ratepayer Advisory Board and ESBA are sensitive to the needs of its varied ratepayers. The PBIA Ratepayer Advisory Board and ESBA carefully select service expansion or retraction to meet the changing demands of an East Sprague business corridor during its revitalization.



## Administration



The East Spokane Business Association (ESBA) is a 501 (c) 6 Private Non-profit Membership Organization. The City of Spokane hired ESBA to administer the East Sprague PBI. Under this agreement, ESBA oversees implementing enhanced public services within the PBI. The annual management plan includes the budget and supervises the PBI's day-to-day delivery program and various service elements.

### ESBA Board of Directors 2024



**Barbara Woodbridge**  
ESBA President  
WTB  
Branch Manager

**Wendy Fishburne**  
ESBA Vice President  
Licensed Marriage & Family Therapist

**George Demakis**  
ESBA Treasurer  
Scatco Corporate  
Accounts Manager

**Jake Swartz**  
ESBA Secretary  
Jones Double Reed  
Products Manager

**Jim Hanley**  
Board Member  
Tin Roof  
President

**Cyndi Fridge**  
Board Member  
BECU  
Branch Manager

**Franc Quinto**  
Board Member  
R.H. Cooke & Assoc.  
Operations  
Manager

**Krista Featherstone**  
Board Member  
Royal Upholstery  
Owner

**LaVerne Biel**  
ESBA/BID  
Executive Director

The PBI Ratepayer Advisory Board makes recommendations to ESBA for delivery of program services. ESBA's Board of Directors provides supplemental administration and management of the PBI program on behalf of the ratepayers at no cost to the PBI.

A ratepayer database maintains current ratepayer address and payment information. [PBI | Sprague Union District | Spokane, Washington](#)

PBI Ratepayers are notified 30 days in advance of the Annual Ratepayer Meeting which is held the third Wednesday of December. The meeting location is at: Sprague Union Terrace, 1420 E Sprague, Spokane, WA 99202 at no cost to the ratepayers. Monthly/Annual reports are provided to the City.

## PBIA Board of Directors 2024



**Chris Venne**  
PBIA President  
Community Frameworks

**Amy Vega**  
PBIA Vice President  
Vanessa Schupp

**Tresa Schmautz**  
PBIA Treasurer  
SDS Realty

**Dana Reinke**  
PBIA Secretary  
Creative Catch Studio

**Barbara Woodbridge**  
ESBA President  
Ex Officio  
WTB Bank

**Sam Mace**  
Board Member

**LaVerne Biel**  
ESBA/BID Executive Director

## East Sprague PBIA Ratepayer Advisory Board

The Ratepayer Advisory Board represents the interests of Ratepayers by:

- Establishing operating procedures
- Developing budgets
- Advising the City regarding assets maintenance
- Monitoring service deliveries
- Planning for the future of the PBIA in an advisory capacity
- Reviews all assessment issues and resolutions
- Establish Partnerships

The PBIA Ratepayer Advisory Board and ESBA Board meet regularly to discuss budget, management, and program delivery issues on behalf of the PBIA ratepayers.

Advisory Board positions are designated by zone (1-3) to ensure that the PBIA's interests are well represented.

### Committee Chairs:

Beautification – Amy Vega

Safety & Security – Darryl Reber

Branding & Marketing – Dana Reinke

Clean & Green – LaVerne Biel/Jim Hanley

## 2024 Revenue & Expense Information

### Revenue Collection

On September 17, 2022, the City of Spokane provided an online payment portal to improve Ratepayer payment processing access. That link is: <https://my.spokanecity.org/assessmentpayments/> The City and ESBA have worked on past due accounts from 2020 to present. Unpaid invoices have been turned over to collections. A payment tab has also been applied to our website.

<b>Ratepayer Participation 2024</b>	<b>Ratepayer Participation 2023</b>
95%	94%

### 2024 Expense vs Actual Summary as of 10/31/2024

	<b>Budgeted</b>	<b>Actual</b>
Administration	25%	27%
Clean and Green	32%	45%
District Beautification	13%	9%
Marketing and Branding	17%	17%
Safety & Security	13%	2%

## 2024 East Sprague PBI A Program Summary



<https://spragueuniondistrict.com/>

- **Clean and Green:**

The PBI A has removed over 6.7 tons of garbage through October 31, 2024. Our budget was impacted by increased litter and weekly trash bin collection.

Landscape maintenance, and weeding has been performed on a monthly (or ongoing) basis. Tree trimming was done to improve vehicle visibility and pedestrian safety. **\*\*ARPA money approved through Spokane City Council to replace eight garbage cans\*\***

- **District Beautification:**

The PBI A purchased 108 hanging flower baskets and worked with the City Water/Parks Department to ensure the health and well-being of the plants. The hanging plants were monitored weekly. U.S. Holiday and District flags were purchased and flown from May to November throughout the district. We met with Parks Department about plant and tree health, and remediation response timeframes.

- **Marketing and Branding:**

We anticipate spending our remaining Marketing and Branding budget for 2024 for the holiday season and website updates.

Facebook and website information is updated monthly. We implemented Constant Contact email component to publish district updates and events.

The PBI A assisted the Business District to implement three "On the Ave" events for 2024. **\*\*Partnership with Visit Spokane for Merry & Magical\*\*** **\*\*New Partnership with Happiness Laundry\*\***

- **Safety and Security:**

The PBI A has a sidewalk snow removal plan for pedestrian safety. This snow removal program goes into effect whenever the snow accumulates two inches or more.

The PBI A continues to experience unwanted camping under the viaducts which restrict pedestrian safety and encroaches on private property. This is an ongoing issue, and we continue to call 311 with these violations.

An online Graffiti removal Form is being used which allows ratepayers to notify the PBI A graffiti on their property. [PBI A Graffiti Property Abatement Form \(google.com\)](https://www.google.com) **\*\*Partnership with ESD101 for Graffiti Removal\*\***

## Scope of Services

### Work Revitalization Program and Service Level Agreement

The East Sprague PBIA works directly with the Planning and Economic Development Department and other appropriate Departments.

The East Sprague PBIA will work to find ways to implement its beautification program that may include, (but not limited to), wayfinding and commercial district signage, permitted street tree pruning and care, seasonal or holiday banners, decorative twinkle or holiday lighting, and hanging planters/pots of seasonal plantings.

All district beautification activities involves the installation of new permanent amenities (e.g. garbage cans, benches, and bike racks). The Association will notify the City of Spokane Planning and Economic Department to Administer the PBIA Administrating and Operations Agreement for the East Sprague PBIA. The City will be notified when affixed streetscape amenities suffer damage or need repairs, including:

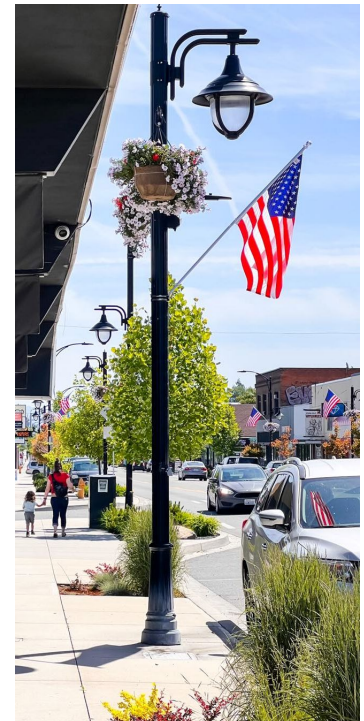
- District irrigation systems
- Trash cans
- Pedestrian or Streetlights
- Traffic signage
- Stormwater facilities: grates, trees, plant gardens, and/or other amenities installed or managed by the City Spokane.

The Planning and Economic Development Department will notify the appropriate Department of the damage or needs.

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*The purpose of the East Sprague PBIA is to improve East Spokane through services including clean & green, district beautification, branding & marketing, safety & security, and administration.*

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## PBIA Partners

The PBIA is collaborating with these Community Partners to provide quality services for our community, district, and ratepayers which enhances our commitment of service.



**ESD101 – Graffiti Removal Program**



**Visit Spokane – “Merry & Magical” Holiday lighting and advertising program**



**ESBA – Flags purchased for Avista Poles – (extending the flag program for the entire District)**



**Spokane City Council – \$14,000 ARPA money to replace eight garbage cans**



**Happy Laundry – Flag Cleaning and Restoration**



**Northwest Seed & Pet – Plants and watering**

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*“One finger cannot lift a pebble.” Hopi proverb*

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Our 2024 Events

- Three Events
- 30% Increase in foot traffic
- Sales increase (10% - 500%)
- 17 Shop Hop locations
- 22 Event Sponsors
- Media Coverage



# 2025 Revenue Budget

## Income Summary

The PBIA is funded by the annual assessments paid by the ratepayers within the East Sprague PBIA.



Per Zone	Revenue
Zone 1	\$92,560.37
Zone 2	\$4,518.13
Zone 3	\$6,455.50
	<b>\$103,534.00</b>

Rate Change Per Ordinance No. C36255 – Resolution No. 2022-0076 Passed by Spokane City Council

Benefit Area	Minimum (per parcel)	Maximum (per parcel)	Rate per Lot Square Foot	Rate per \$1,000 Total Assessed Value
Zone 1 Corridor Zoning	\$318	\$1,526.40	2.5 cents	+60 cents
Zone 2 General Commercial	\$159	\$763.20	1.3 cents	+30 cents
Zone 3 Industrial	\$82.68	\$381.60	0.6 cents	+15 cents



## 2025 Anticipated Revenue & Expense Information

### 2025 Budget Information (based on 93% of expected revenue)

Percentages	Budgeted	Dollar Amounts
Administration	32.4%	\$ 31,770
Clean and Green	32.16%	\$ 31,535
District Beautification	12.09%	\$11,855
Marketing and Branding	13.45%	\$13,188
Safety & Security	9.9%	\$9,707

### 2025 Goals:

- ❖ Update Website
- ❖ Update Hanging Basket watering system
- ❖ CSO Tank Event Space
- ❖ Increase Boundaries



2024 President – Barbara Woodbridge

#### ESBA Contact information:

EZBIZ.org  
East Spokane Business Association  
PO Box 4132, Spokane, WA 99220  
ESBA Executive Director: LaVerne  
Biel; email: [laverne.esba@gmail.com](mailto:laverne.esba@gmail.com)

PBIA 2025 Budget

East Sprague PBIA 2025 Budget																
	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Total	Budget	Difference	
Assessment Income			\$24,513.80			\$24,513.80			\$24,513.80			\$24,513.80	\$ 98,055.20			
Event Service Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Prior Year Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Uncategorized Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Total Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Gross Profit	\$ -	\$ -	\$ 24,513.80	\$ -	\$ -	\$ 24,513.80	\$ -	\$ -	\$ 24,513.80	\$ -	\$ -	\$ 24,513.80	\$ 98,055.20			
<b>EXPENSES</b>																
<b>ADMINISTRATION</b>																
Consultscape LLC	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	30000			
Meeting Room Rental	75	75	75	75	75	75	75	75	75	75	75	101.64	926.64			
Quickbooks (increased rates)	70.27	70.27	70.27	70.27	70.27	70.27	70.27	70.27	70.27	70.27	70.27	70.27	843.24			
Total Administration	\$2,645.27	\$2,645.27	\$2,645.27	\$2,645.27	\$2,645.27	\$2,645.27	\$2,645.27	\$2,645.27	\$2,645.27	\$2,645.27	\$2,645.27	\$2,671.91	31,769.88	31,769.88	(0.00)	
<b>CLEAN &amp; GREEN</b>																
Subcontractor + Supplies	2500	2500	2500	2500	2500	2500	2500	2500	2500	2500	2500	2500	30000			
Dump Fees (City of Spokane)	100	100	100	100	100	100	100	100	100	100	100	102.61	1202.61			
Misc												331.94	331.94			
Total Clean & Green	2600	2600	2600	2600	2600	2600	2600	2600	2600	2600	2600	2934.55	31,534.55	31,534.55	(0.00)	
<b>BRANDING+MARKETING</b>																
Social Media	250	250	250	250	250	250	250	250	250	250	250	250	3000			
Website Maintenance	125	125	125	125	125	125	125	125	125	125	125	125	1500			
Annual Mailer												1100	1100			
On the Ave "Events"				300							300	300	900			
General Marketing - Social Media Ads													0			
Holiday Decorations												500	1000			
Gateway Project (Flags + Maintenance)	588.42	1300											1888.42			
Flag Installation/Removal			650		750		750		750		750		3650			
Walking Map													0			
Flag Cleaning					50				50		50		150			
Total Branding+Marketing	963.42	1675	1025	675	1175	375	1125	375	1175	675	3075	875	13,188.42	13,188.42	(0.00)	
<b>BEAUTIFICATION</b>																
Flower Baskets					8000								8000			
East Sprague Planter Boxes				224.87	200								424.87			
Fertilizer					80								80			
Install/remove flowers					100								100			
Weeding				650		650		650		650	650		3250			
Total Beautification	0	0	0	874.87	8380	650	0	650	0	650	650	0	11,854.87	11,854.87	(0.00)	
<b>SAFETY &amp; SECURITY</b>																
Snowblowing/Sidewalk Sweeper	800	800	800	0	0	0	0	0	0	0	0	800	4100			
Fuel/Maintenance (Ventrac)	300	300	200									1500	2600			
Equipment Insurance	700												700			
Ice melt	750										557.46		1307.46			
Graffiti Removal	1000												1000			
Total Safety & Security	3550	1100	1000	0	0	0	0	0	0	0	2857.46	1200	9,707	9,707.46	(0.00)	
<b>MISC EXPENSES/CONTINGENCY</b>																
													0			
Total Misc	0	0	0	0	0	0	0	0	0	0	0	0	0	98,055.20	(98,055.20)	

City - BID Assets

<b>City Assets</b>											
Date Occurred or Noticed	Replace/Repair Description	Repair Cause	Additional Information	Incident Number	Incident Date	Location	Responsible Department	Date Reported	Person Contacted	Resolved	Date Resolved
2024	Hanging baskets	Lack of water			6/14/2024		Parks Dept	6/14/2024	Carl Strong	responded	6/14/2024
2024	Sidewalk Plantings	Lack of Water			8/2/2024	1700 E Sprague Block	Parks Dept	8/2/2024	Carl Strong	responded	8/2/2024
2024	Hanging baskets & ground plantings	Lack of Water	South side of street		8/9/2024	2000, 2100, 2200, 2300 Blocks	Parks Dept	8/9/2024	Carl Strong/Keri	responded	8/9/2024
<b>BID Assets</b>											
Date	Asset Description (drop down list)	Work Performed (drop down list)	Quantity	Date Resolved	Outstanding Items						
5/10/2024	Hanging Flower Basket	Installed	100								
7/5/2024	Sidewalk Planters	Installed	6								
	<b>2024 Physical Count</b>	<b>QTY</b>									
	Garbage Cans	16									
	Trees										
	Light Poles	50									

East Sprague Business Improvement District

2025 Assessment Roll

Parcel Number	Ratepayer Name	Site Address	Zone #	Benefit Zone	2025 Assessment
					Minimum/Maximum Zone 1= \$318/\$1,526.40 Zone 2= \$159/\$763.20 Zone 3= \$82.68/\$381.60
35163.2901	BREESNEE JR, JAMES M & KARLA L	134 N NAPA ST	3	Industrial	\$82.68
35163.2902	BREESNEE JR, JAMES M & KARLA L	130 N NAPA ST	3	Industrial	\$112.30
35163.2905	CK VENTURES, LLC	122 N NAPA ST	3	Industrial	\$173.54
35163.2907	CHAN, JOHNATHAN	108 N NAPA ST	3	Industrial	\$82.68
35163.2908	CHAN, JOHNATHAN	102 N NAPA ST	3	Industrial	\$82.68
35163.2912	GARBER, DAYLE & DESIREE	111 N CRESTLINE ST	3	Industrial	\$97.46
35163.2913	FAUSETT, EMILY ANN & HARLEY	115 N CRESTLINE ST	3	Industrial	\$88.80
35163.2914	PALMER, J / MANCINI-PALMER, E / PALMER K	119 N CRESTLINE ST	3	Industrial	\$95.49
35163.2915	QUIGLEY INVESTMENT CO/QUIGLEY, JOHN P	125 N CRESTLINE ST	3	Industrial	\$143.05
35163.2916	QUIGLEY INVESTMENT CO/QUIGLEY, JOHN P	129 N CRESTLINE ST	3	Industrial	\$142.54
35163.2917	GARBER, DAYLE	116 N NAPA ST	3	Industrial	\$183.21
35163.2919	JBLACK PROPERTIES, LLC	2025 E RIVERSIDE AVE	3	Industrial	\$189.37
35163.3001	MCKINLEY SCHOOL LLC	120 N MAGNOLIA ST	3	Industrial	\$381.60
35163.3101	DEXTER BEAN HOLDINGS LLC	130 N PITTSBURG ST	3	Industrial	\$82.68
35163.3106	TORMINOS PROPERTIES, LLC	114 N PITTSBURG ST	3	Industrial	\$97.59
35163.3107	VEGA PARTNERS LLC	108 N PITTSBURG ST	3	Industrial	\$82.68
35163.3108	VEGA PARTNERS LLC	1805 E RIVERSIDE AVE	3	Industrial	\$82.68
35163.3118	CMC PROPERTY INVESTMENTS	1817 E RIVERSIDE AVE	3	Industrial	\$82.68
35163.3120	DEXTER BEAN HOLDINGS LLC	115 N MAGNOLIA ST	3	Industrial	\$381.60
35163.3121	STANDAL INVESTMENTS, LLC	126 N PITTSBURG ST	3	Industrial	\$320.18
35163.3201	MADELIA LLC	134 N MADELIA ST	3	Industrial	\$121.51
35163.3202	MADELIA LLC	130 N MADELIA ST	3	Industrial	\$135.84
35163.3203	CARONE LLC	126 N MADELIA ST	3	Industrial	\$82.68
35163.3204	CARONE LLC	122 N MADELIA ST	3	Industrial	\$111.45
35163.3205	CARONE LLC	118 N MADELIA ST	3	Industrial	\$82.68
35163.3206	RIGG, RICKY A & QIN Z	114 N MADELIA ST	3	Industrial	\$82.68
35163.3207	RIGG, RICKY A & QIN Z	108 N MADELIA ST	3	Industrial	\$82.68
35163.3208	MADELIA PROPERTIES LLC	104 N MADELIA ST	3	Industrial	\$103.76
35163.3210	RIGG, RICKY A & QIN Z	1723 E RIVERSIDE AVE	3	Industrial	\$101.47
35163.3211	RIGG, RICKY A & QIN Z	107 N PITTSBURG ST	3	Industrial	\$82.68
35163.3212	RIGG, RICKY A & QIN Z	113 N PITTSBURG ST	3	Industrial	\$82.68
35163.3213	RIGG, RICKY A & QIN Z	115 N PITTSBURG ST	3	Industrial	\$82.68
35163.3214	PARKLANE LLC	121 N PITTSBURG ST	3	Industrial	\$82.68
35163.3215	PARX LLC	125 N PITTSBURG ST	3	Industrial	\$82.68
35163.3218	MCCALL, JAMES C & MARILYN B	129 N PITTSBURG ST	3	Industrial	\$250.02
35163.3301	MCLAUGHLIN, J D	122 N HELENA ST	3	Industrial	\$381.60
35163.3302	MCLAUGHLIN, J D	120 N HELENA ST	3	Industrial	\$82.68
35163.3303	TORMINO SASH INC	102 N HELENA ST	3	Industrial	\$82.68
35163.3304	TORMINO SASH INC	101 N MADELIA ST	3	Industrial	\$91.92

**East Sprague Business Improvement District**

**2025 Assessment Roll**

35163.3305	TORMINO SASH INC	105 N MADELIA ST	3	Industrial	\$150.47
35163.3306	MCLAUGHLIN, J D	129 N MADELIA ST	3	Industrial	\$112.49
35163.3602	COMMERCIAL TIRES, INC	Unassigned Address	1	Corridor	\$519.57
35163.3603	HCREF, INC	1407 E SPRAGUE AVE	1	Corridor	\$672.29
35163.3604	COMMERCIAL TIRES, INC	1402 E RIVERSIDE AVE	1	Corridor	\$778.42
35163.3605	COMMERCIAL TIRES, INC	25 N HOGAN ST	1	Corridor	\$1,526.40
35163.3701	GTG INVESTMENTS, LLC	1504 E RIVERSIDE AVE	1	Corridor	\$318.00
35163.3702	MARQUETTE GROUP PROPERTIES, LLC	1508 E RIVERSIDE AVE	1	Corridor	\$318.00
35163.3703	WYATT INVESTMENTS LLC	1514 E RIVERSIDE AVE	1	Corridor	\$513.84
35163.3704	EAST SPOKANE AVENUE LLC	1520 E RIVERSIDE AVE	1	Corridor	\$318.00
35163.3705	BARDEN, JEFFERY & JENNIFER	1524 E RIVERSIDE AVE	1	Corridor	\$385.54
35163.3706	TORMINO, JOHN JK	1528 E RIVERSIDE AVE	1	Corridor	\$318.00
35163.3707	ORCUTT, JAMES A & JODIE A	1521 E SPRAGUE AVE	1	Corridor	\$709.59
35163.3708	EAST SPOKANE AVENUE LLC	1517 E SPRAGUE AVE	1	Corridor	\$531.62
35163.3709	FAKE FROWNS LLC	1511 E SPRAGUE AVE	1	Corridor	\$507.36
35163.3710	MARQUETTE GROUP PROPERTIES, LLC	1507 E SPRAGUE AVE	1	Corridor	\$1,487.33
35163.3804	KALASTAR HOLDINGS, INC	1618 E Riverside Ave	1	Corridor	\$321.31
35163.3805	KALASTAR HOLDINGS, INC	1624 E RIVERSIDE AVE	1	Corridor	\$318.00
35163.3806	KALASTAR HOLDINGS, INC	1628 E RIVERSIDE AVE	1	Corridor	\$318.00
35163.3811	ROSS PRINTING CO	1611 E SPRAGUE AVE	1	Corridor	\$1,526.40
35163.3901	ACME TV HOME & OFFICE	1702 E RIVERSIDE AVE	1	Corridor	\$400.92
35163.3902	ACME ELECTRONICS SERVICES INC	1706 E RIVERSIDE AVE	1	Corridor	\$318.00
35163.3904	RIVERSIDE DEVELOPMENT LLC	1722 E RIVERSIDE AVE	1	Corridor	\$597.74
35163.3905	RIVERSIDE DEVELOPMENT LLC	1729 E SPRAGUE AVE	1	Corridor	\$359.23
35163.3906	HANLEY, JAMES L & SUSAN	1727 E SPRAGUE AVE	1	Corridor	\$517.34
35163.3907	ACME TV HOME & OFFICE	1717 E SPRAGUE AVE	1	Corridor	\$575.16
35163.3908	HANLEY, JAMES L & SUSAN	1715 E SPRAGUE AVE	1	Corridor	\$674.52
35163.3909	HANLEY, JAMES L & SUSAN M	1709 E SPRAGUE AVE	1	Corridor	\$359.23
35163.3910	ABC LOCKSMITH	1701 E SPRAGUE AVE	1	Corridor	\$378.60
35163.3913	RIVERSIDE DEVELOPMENT LLC	1712 E RIVERSIDE AVE	1	Corridor	\$684.93
35163.4001	ROGERS REVOCABLE TRUST	1802 E RIVERSIDE AVE	1	Corridor	\$318.00
35163.4002	ROGERS REVOCABLE TRUST	16 N PITTSBURG ST	1	Corridor	\$318.00
35163.4003	ROGERS REVOCABLE TRUST	1808 E RIVERSIDE AVE	1	Corridor	\$318.00
35163.4004	ROGERS REVOCABLE TRUST	1812 E RIVERSIDE AVE	1	Corridor	\$334.06
35163.4005	ROGERS REVOCABLE TRUST	1818 E RIVERSIDE AVE	1	Corridor	\$318.00
35163.4008	D & R SCHWARTZ HOLDINGS, LLC	15 N MAGNOLIA ST	1	Corridor	\$318.00
35163.4009	D & R SCHWARTZ HOLDINGS, LLC	1821 E SPRAGUE AVE	1	Corridor	\$781.80
35163.4010	RJJ PANSIE LLC	1817 E SPRAGUE AVE	1	Corridor	\$432.12
35163.4011	MCLENDON, WILLIAM / RICHARD	1811 E SPRAGUE AVE	1	Corridor	\$481.01
35163.4014	TYSON, GERALD R & PORNSUVAN	1801 E SPRAGUE AVE	1	Corridor	\$787.49
35163.4101	RANTZOW, CARL & ROSELIE	1902 E RIVERSIDE AVE	1	Corridor	\$318.00
35163.4102	RANTZOW, CARL O & ROSALIE	1910 E RIVERSIDE AVE	1	Corridor	\$419.38
35163.4103	RANTZOW, CARL O & ROSALIE	1912 E RIVERSIDE AVE	1	Corridor	\$318.00
35163.4104	RANTZOW, CARL & ROSELIE	1918 E RIVERSIDE AVE	1	Corridor	\$340.32

**East Sprague Business Improvement District**

**2025 Assessment Roll**

35163.4105	RANTZOW JR, CARL O & ROSELIE S	1924 E RIVERSIDE AVE	1	Corridor	\$318.00
35163.4106	S & M PROPERTIES LLC	21 N NAPA ST	1	Corridor	\$318.00
35163.4107	S & M PROPERTIES LLC	15 N NAPA ST	1	Corridor	\$318.00
35163.4108	SDS 9TEEN SPRAGUE DEVELOPMENT LLC	Unassigned Address	1	Corridor	\$336.72
35163.4109	SDS 9TEEN SPRAGUE DEVELOPMENT LLC	1919 E SPRAGUE AVE	1	Corridor	\$499.11
35163.4110	MAGERS, EDWIN P & NICOLE L	1911 E SPRAGUE AVE	1	Corridor	\$756.96
35163.4111	CCRC, LLC	1907 E SPRAGUE AVE	1	Corridor	\$829.68
35163.4207	HALL, DANA H	13 N CRESTLINE ST	1	Corridor	\$336.58
35163.4208	HALL, DANA H	2027 E SPRAGUE AVE	1	Corridor	\$337.37
35163.4209	FROELICH JR, WALTER & AUTUMN G	2019 E SPRAGUE AVE	1	Corridor	\$603.10
35163.4210	FROELICH JR, WALTER A & AUTUMN G	2003 E SPRAGUE AVE	1	Corridor	\$678.34
35163.4213	FROELICH JR, WALTER A & AUTUMN G	20 N NAPA ST	1	Corridor	\$545.37
35163.4214	INLAND NORTHWEST INVESTMENTS, LLC	2008 E RIVERSIDE AVE	1	Corridor	\$318.00
35163.4215	LEES GROUP LLC	2018 E RIVERSIDE AVE	1	Corridor	\$1,526.40
35164.2501	CITY OF SPOKANE	2504 E RIVERSIDE AVE	1	Corridor	\$318.00
35164.2502	CITY OF SPOKANE	2508 E RIVERSIDE AVE	1	Corridor	\$318.00
35164.2503	TORMINO, JOHN K	2512 E RIVERSIDE AVE	1	Corridor	\$383.66
35164.2504	GROSS, DAVID	2518 E RIVERSIDE AVE	1	Corridor	\$493.46
35164.2507	SCHULER, GORDAN	2529 E SPRAGUE AVE	1	Corridor	\$349.32
35164.2508	JACOBS, CYNTHIA	2523 E SPRAGUE AVE	1	Corridor	\$430.68
35164.2509	SPRAGUE E 2515, LLC	2515 E SPRAGUE AVE	1	Corridor	\$737.59
35164.2510	INLAND NORTHWEST INVESTMENTS, LLC	2503 E SPRAGUE AVE	1	Corridor	\$708.36
35164.2601	TEJ, LLC	20 N ALTAMONT ST	1	Corridor	\$318.00
35164.2602	CITY OF SPOKANE	2408 E RIVERSIDE AVE	1	Corridor	\$318.00
35164.2603	CITY OF SPOKANE	2410 E RIVERSIDE AVE	1	Corridor	\$318.00
35164.2604	CITY OF SPOKANE	2418 E RIVERSIDE AVE	1	Corridor	\$318.00
35164.2607	MARNEY FAMILY VENTURES LLC	2429 E SPRAGUE AVE	1	Corridor	\$444.72
35164.2608	WAITING, GREGORY C & CINDY A	2423 E SPRAGUE AVE	1	Corridor	\$401.66
35164.2609	CHIU, VAN	2417 E SPRAGUE AVE	1	Corridor	\$335.57
35164.2610	CHIU, VAN	2411 E SPRAGUE AVE	1	Corridor	\$343.85
35164.2611	TEJ, LLC	2407 E SPRAGUE AVE	1	Corridor	\$336.50
35164.2612	TEJ, LLC	2401 E SPRAGUE AVE	1	Corridor	\$494.14
35164.2615	CITY OF SPOKANE	2424 E RIVERSIDE AVE	1	Corridor	\$541.54
35164.2709	TEJ, LLC	2313 E SPRAGUE AVE	1	Corridor	\$335.57
35164.2712	TEJ, LLC	2329 E SPRAGUE AVE	1	Corridor	\$948.49
35164.2713	ONE SWEET WORLD, LLC	24 N STONE ST	1	Corridor	\$1,120.28
35164.2801	CHARON, EDGAR M & RACHEL D	2204 E RIVERSIDE AVE	1	Corridor	\$712.54
35164.2802	RIVERSIDE PARTNERS GROUP LLC	2214 E RIVERSIDE AVE	1	Corridor	\$616.51
35164.2803	RIVERSIDE PARTNERS GROUP LLC	2220 E RIVERSIDE AVE	1	Corridor	\$318.00
35164.2804	ROBERT & GEORGIA I TOMBARI LLC	2224 E RIVERSIDE AVE	1	Corridor	\$380.42
35164.2805	ROBERT & GEORGIA I TOMBARI LLC	2226 E RIVERSIDE AVE	1	Corridor	\$396.05
35164.2809	GREEN TURTLE INVESTMENTS, LLC	2217 E SPRAGUE AVE	1	Corridor	\$335.57
35164.2810	GREEN TURTLE INVESTMENTS, LLC	2213 E SPRAGUE AVE	1	Corridor	\$337.30
35164.2811	GREEN TURTLE INVESTMENTS, LLC	2211 E Sprague Ave	1	Corridor	\$585.12



**East Sprague Business Improvement District**

**2025 Assessment Roll**

35164.2812	NHUT, HAI HO & DIEM, CHAU BUI	2201 E SPRAGUE AVE	1	Corridor	\$489.07
35164.2813	KSA LLC	2223 E SPRAGUE AVE	1	Corridor	\$1,105.66
35164.2901	CITY OF SPOKANE	2102 E RIVERSIDE AVE	1	Corridor	\$318.00
35164.2902	CITY OF SPOKANE	2106 E RIVERSIDE AVE	1	Corridor	\$318.00
35164.2903	CITY OF SPOKANE	2108 E RIVERSIDE AVE	1	Corridor	\$318.00
35164.2904	CITY OF SPOKANE	2110 E RIVERSIDE AVE	1	Corridor	\$318.00
35164.2905	CITY OF SPOKANE	2118 E RIVERSIDE AVE	1	Corridor	\$318.00
35164.2906	CITY OF SPOKANE	2124 E RIVERSIDE AVE	1	Corridor	\$318.00
35164.2907	CITY OF SPOKANE	19 N LEE ST	1	Corridor	\$318.00
35164.2908	WEM, LLC	2125 E SPRAGUE AVE	1	Corridor	\$1,138.35
35164.2909	HALL, DANA H	2101 E SPRAGUE AVE	1	Corridor	\$1,002.20
35174.0543	CITY OF SPOKANE	Unassigned Address	3	Industrial	\$82.68
35174.0545	LINDAHL FAMILY NUMBER 5, LLC	Unassigned Address	3	Industrial	\$82.68
35174.0546	ADM MILLING CO	1211 E SPRAGUE AVE	3	Industrial	\$381.60
35174.0549	SPOKANE TOMORROW, LLC	1327 E SPRAGUE AVE	2	General Commercial	\$159.00
35174.0551	SPOKANE TOMORROW, LLC	1325 E SPRAGUE AVE	2	General Commercial	\$394.34
35174.0552	BEL AIR MOTEL, LLC	1303 E SPRAGUE AVE	2	General Commercial	\$343.43
35174.0553	BEL AIR MOTEL, LLC	1311 E SPRAGUE AVE	2	General Commercial	\$171.78
35201.3201	THISTLE DEW, LLC	1324 E SPRAGUE AVE	2	General Commercial	\$189.80
35201.3202	THISTLE DEW, LLC	1318 E SPRAGUE AVE	2	General Commercial	\$264.57
35201.3203	FABEL, RICHARD	1306 E SPRAGUE AVE	2	General Commercial	\$171.26
35201.3204	UNION GOSPEL MISSION ASSOC OF SPOKANE	1234 E SPRAGUE AVE	2	General Commercial	\$367.47
35201.3205	P & J PROPERTIES, L.L.C.	1226 E SPRAGUE AVE	2	General Commercial	\$159.00
35201.3206	P & J PROPERTIES, L.L.C.	1220 E SPRAGUE AVE	2	General Commercial	\$159.00
35201.3207	P & J PROPERTIES, L.L.C.	1218 E SPRAGUE AVE	2	General Commercial	\$159.00
35201.3208	P & J PROPERTIES, L.L.C.	1214 E SPRAGUE AVE	2	General Commercial	\$252.84
35201.3209	P & J PROPERTIES, L.L.C.	1202 E SPRAGUE AVE	2	General Commercial	\$526.06
35201.3303	CITY OF SPOKANE	1020 E SPRAGUE AVE	2	General Commercial	\$178.77
35201.3304	SAMCA, LLC	1118 E SPRAGUE AVE	2	General Commercial	\$562.46
35201.3305	SAMCA, LLC	1107 E 1ST AVE	2	General Commercial	\$459.35
35201.3420	RDO ENTERPRISES LLC	1120 E 1ST AVE	3	Industrial	\$381.60
35201.3506	J.G. FOX, INC.	1310 E 1ST AVE	3	Industrial	\$82.68
35201.3508	SWANBY, VICTOR S	1302 E 1ST AVE	3	Industrial	\$82.68
35201.3509	SWANBY, VICTOR S	1220 E 1ST AVE	3	Industrial	\$273.11
35201.3511	SWANBY, VICTOR S	1208 E 1ST AVE	3	Industrial	\$82.68
35201.3512	RHOADS, JEFFERY LEE	1202 E 1ST AVE	3	Industrial	\$115.62
35211.0106	SPOKANE MENTAL HEALTH ASSOC	2113 E 1ST AVE	1	Corridor	\$318.00
35211.0107	SPOKANE MENTAL HEALTH ASSOC	2117 E 1ST AVE	1	Corridor	\$947.69
35211.0108	SPOKANE MENTAL HEALTH ASSOC	2118 E SPRAGUE AVE	1	Corridor	\$947.69
35211.0201	LKB PROPERTIES LLC	2202 E SPRAGUE AVE	1	Corridor	\$664.45
35211.0208	LKB PROPERTIES LLC	2203 E 1ST AVE	1	Corridor	\$371.99
35211.0209	VANESSA BEHAN CRISIS NURSERY	2230 E SPRAGUE AVE	1	Corridor	\$1,526.40
35211.0309	MASSIE, MELISSA	2301 E 1ST AVE	1	Corridor	\$359.85
35211.0311	VANESSA BEHAN	2302 E SPRAGUE AVE	1	Corridor	\$638.24

East Sprague Business Improvement District

2025 Assessment Roll

35211.0312	VANESSA BEHAN	2330 E SPRAGUE AVE	1	Corridor	\$1,257.14
35211.0401	RLC GROUP, INC	5 S ALTAMONT ST	1	Corridor	\$399.82
35211.0402	RLC GROUP, INC	11 S ALTAMONT ST	1	Corridor	\$318.00
35211.0407	RLC GROUP, LLC	2429 E 1ST AVE	1	Corridor	\$352.07
35211.0408	RLC GROUP, LLC	2421 E 1ST AVE	1	Corridor	\$353.23
35211.0411	NAEGELI ENTERPRISES, LLC	25 S ALTAMONT ST	1	Corridor	\$968.58
35211.0412	RLC GROUP, INC	2410 E SPRAGUE AVE	1	Corridor	\$1,526.40
35211.0503	WOODHEAD REVOCABLE TRUST, JOHN & GLORIA	2512 E SPRAGUE AVE	1	Corridor	\$510.33
35211.0504	CONDON, BILL	2516 E SPRAGUE AVE	1	Corridor	\$522.93
35211.0505	CONDON, BILL	2516 E SPRAGUE AVE	1	Corridor	\$758.84
35211.0509	WOODHEAD REVOCABLE TRUST, JOHN & GLORIA	2511 E 1ST AVE	1	Corridor	\$359.85
35211.0510	RLC GROUP, LLC	2501 E 1ST AVE	1	Corridor	\$713.19
35211.0511	JAVA ASSOCIATES LLC	2502 E SPRAGUE AVE	1	Corridor	\$945.25
35212.0101	DULLANTY, RICHARD C/KENNEDY, KAY M/DULLANTY, ROBERT E/DULLANTY, EDWARD J	1602 E SPRAGUE AVE	1	Corridor	\$1,526.40
35212.0108	ROSS PRINTING	1603 E 1ST AVE	1	Corridor	\$336.67
35212.0201	1 SOUTH MADELIA , LLC	1 S MADELIA ST	1	Corridor	\$792.97
35212.0202	ROCKWOOD INVESTMENTS, LLC	1716 E SPRAGUE AVE	1	Corridor	\$452.34
35212.0203	COON, BARRY D	1720 E SPRAGUE AVE	1	Corridor	\$318.00
35212.0204	JDSC HOLDINGS LLC	1718 E SPRAGUE AVE	1	Corridor	\$366.87
35212.0205	1724 SPRAGUE LLC	1722 E SPRAGUE AVE	1	Corridor	\$638.24
35212.0206	1724 SPRAGUE LLC	1729 E 1ST AVE	1	Corridor	\$350.35
35212.0207	1724 SPRAGUE LLC	1723 E 1ST AVE	1	Corridor	\$350.35
35212.0211	1 SOUTH MADELIA , LLC	51 S MADELIA ST	1	Corridor	\$1,257.14
35212.0301	SEVEN TOO MANY 1802, LLC & UNION DISTRICT VENTURES 1802, LLC	1802 E SPRAGUE AVE	1	Corridor	\$941.54
35212.0304	GACK PROPERTIES, LLC	1812 E SPRAGUE AVE	1	Corridor	\$441.35
35212.0305	WINTERWOOD ENTERPRISES, LLC	1818 E SPRAGUE AVE	1	Corridor	\$661.03
35212.0306	IVORY WHITE PROPERTIES LLC	1822 E SPRAGUE AVE	1	Corridor	\$592.05
35212.0307	AA MAGNOLIA INVESTMENTS LLC	1826 E SPRAGUE AVE	1	Corridor	\$874.65
35212.0314	UNION DISTRICT VENTURES 19, LLC	19 S PITTSBURG ST	1	Corridor	\$318.00
35212.0315	UNION DISTRICT VENTURES 19, LLC	1801 E 1ST AVE	1	Corridor	\$318.00
35212.0316	UNION DISTRICT VENTURES 1806, LLC	1806 E SPRAGUE AVE	1	Corridor	\$318.00
35212.0317	PANTOJA, NIWAUNO & HEIDI	1810 E SPRAGUE AVE	1	Corridor	\$318.00
35212.0403	WEST SPANGLE LLC	1914 E SPRAGUE AVE	1	Corridor	\$510.80
35212.0404	CMA HOLDINGS LLC	1912 E SPRAGUE AVE	1	Corridor	\$339.15
35212.0405	SMITH, KATHERINE I	1916 E SPRAGUE AVE	1	Corridor	\$507.09
35212.0406	MACKLEMORE ON SPRAGUE LLC	1924 E SPRAGUE AVE	1	Corridor	\$409.53
35212.0407	MACKLEMORE ON SPRAGUE LLC	1926 E SPRAGUE AVE	1	Corridor	\$433.31
35212.0408	MACKLEMORE ON SPRAGUE LLC	14 S NAPA ST	1	Corridor	\$318.00
35212.0409	JOHNSON, MARK & SHARON	1927 E 1ST AVE	1	Corridor	\$447.47
35212.0412	SPOKANE, CITY OF	1913 E 1ST AVE	1	Corridor	\$318.00
35212.0413	SPOKANE, CITY OF	1903 E 1ST AVE	1	Corridor	\$638.24
35212.0415	CHRISTIAN HERALD FELLOWSHIP	1906 E SPRAGUE AVE	1	Corridor	\$318.00
35212.0416	TRUTH MINISTRIES OF SPOKANE	1910 E SPRAGUE AVE	1	Corridor	\$318.00
35212.0501	OVERHAUSER, DAN J & BRENDA K	2002 E SPRAGUE AVE	1	Corridor	\$504.35



**East Sprague Business Improvement District**

**2025 Assessment Roll**

35212.0502	BLALOCK, ALAN R & STEPHANIE K	2008 E SPRAGUE AVE	1	Corridor	\$484.34
35212.0503	PILASTRO LLC	2012 E SPRAGUE AVE	1	Corridor	\$352.85
35212.0504	SDS TWENTY16 LLC	2016 E SPRAGUE AVE	1	Corridor	\$455.11
35212.0505	CHIU, VAN QING/CHIU, PHONG	2022 E SPRAGUE AVE	1	Corridor	\$873.61
35212.0506	KEYSTONE UNLIMITED	2021 E 1ST AVE	1	Corridor	\$638.24
35212.0509	POWERS, WILLIAM D	2007 E 1ST AVE	1	Corridor	\$359.85
35212.0602	COMMUNITY MENTAL HEALTH CENTER	2107 E 1ST AVE	1	Corridor	\$348.97
35212.0603	SPOKANE COMM MENTAL HEALTH	2103 E 1ST AVE	1	Corridor	\$386.81
35212.1901	CLS COMMERCIAL, LLC	1528 E SPRAGUE AVE	1	Corridor	\$513.66
35212.1902	CLS COMMERCIAL, LLC	1522 E SPRAGUE AVE	1	Corridor	\$450.59
35212.1903	CLS COMMERCIAL, LLC	1518 E SPRAGUE AVE	1	Corridor	\$338.27
35212.1904	1514 SPRAGUE, LLC	1514 E SPRAGUE AVE	1	Corridor	\$450.08
35212.1905	1514 SPRAGUE, LLC	1508 E SPRAGUE AVE	1	Corridor	\$338.27
35212.1906	LIGHT FACTORY, LLC	1504 E SPRAGUE AVE	1	Corridor	\$382.04
35212.1907	SPRAGUE 1500 LLC	1502 5 E SPRAGUE AVE	1	Corridor	\$624.25
35212.1914	BOWMAN, ROBERT J	1411 E 1ST AVE	1	Corridor	\$318.00
35212.1916	TZ KIDS LLC	1423 E 1ST AVE	1	Corridor	\$321.17
35212.1917	TZ KIDS, LLC	1427 E 1ST AVE	1	Corridor	\$321.71
35212.1918	1514 SPRAGUE, LLC	1501 E 1ST AVE	1	Corridor	\$327.50
35212.1919	1514 SPRAGUE, LLC	1507 E 1ST AVE	1	Corridor	\$321.17
35212.1922	CES LLC	1521 E 1ST AVE	1	Corridor	\$321.17
35212.4806	INLAND EMPIRE RESIDENTIAL RESOURCES	1420 E SPRAGUE AVE	1	Corridor	\$1,392.53
35215.0616	SPOKANE MENTAL HEALTH ASSOC	2100 E SPRAGUE AVE	1	Corridor	\$947.69
<b>238 Parcels</b>					<b>\$103,534.00</b>



**Agenda Sheet for City Council:**

**Committee:** Urban Experience **Date:** 11/11/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/13/2024

**Clerk's File #** ORD C36609

**Cross Ref #**

**Project #**

**Council Meeting Date:** 11/25/2024

**Submitting Dept** PLANNING & ECONOMIC

**Bid #**

**Contact Name/Phone** BRANDON (509) 625 - 6846

**Requisition #**

**Contact E-Mail** BWHITMARSH@SPOKANECITY.ORG

**Agenda Item Type** First Reading Ordinance

**Council Sponsor(s)** ZZAPPONE JBINGLE KKLITZKE

**Agenda Item Name** 0650 - Z23-474COMP – MISSION & SINTO – COMPREHENSIVE PLAN

**Agenda Wording**

A city-sponsored proposal, Z23-474COMP, seeking to amend the Land Use Plan Map and Zoning Map for 1.5 acres in the Chief Garry Park Neighborhood. This proposal is being considered as part of the Annual Comprehensive Plan Amendment Work Program.

**Summary (Background)**

The proposal concerns 2002, 2012, 2018, and 2028 E Mission Ave and 2007 E Sinto Ave (Parcels 35162.0121, 35162.0122, 35162.0111, 35162.0105, and 35162.0110) in the Chief Garry Park Neighborhood. Application Z23-474COMP seeks to amend the Comprehensive Plan Land Use Plan Map from "Neighborhood Mini-Center" and "Residential Low" to "Neighborhood Mini-Center" and "Office" and amend the Zoning Map from "Neighborhood Retail, 35-foot height limit (NR-35)" and "R1" to "Neighborhood Retail,

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost \$

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

Processing of Comprehensive Plan Amendments utilizes existing staff time and resources. No additional costs are associated with the adoption of this proposal.

**Amount**

**Budget Account**

Neutral	\$	#
Select	\$	#
Select	\$	#
Select	\$	#
Select	\$	#
Select	\$	#



# Continuation of Wording, Summary, Approvals, and Distribution

## Agenda Wording

## Summary (Background)

, 40-foot height limit (NR-40)" and "Office Retail, 40-foot height limit (OR-40)." This Application is being considered concurrently with five others through the annual Comprehensive Plan Amendment cycle as required by the Growth Management Act. The application has fulfilled public participation and notification requirements. The Plan Commission held a Public Hearing on October 9, 2024, to consider this Application and recommended approval of the proposal. Please note that, per RES 2024-0029, this is a city-sponsored application.

### **Approvals**

<b><u>Dept Head</u></b>	GARDNER, SPENCER
<b><u>Division Director</u></b>	MACDONALD, STEVEN
<b><u>Accounting Manager</u></b>	ORLOB, KIMBERLY
<b><u>Legal</u></b>	SCHOEDEL, ELIZABETH
<b><u>For the Mayor</u></b>	PICCOLO, MIKE

### **Additional Approvals**


### **Distribution List**

	Bwhitmarsh@spokanecity.org
kfreibott@spokanecity.org	eking@spokanecity.org
sgardner@spokanecity.org	smacdonald@spokanecity.org

## Committee Agenda Sheet

### Urban Experience Committee

<b>Committee Date</b>	November 11, 2024
<b>Submitting Department</b>	Planning & Economic Development
<b>Contact Name</b>	Brandon Whitmarsh
<b>Contact Email &amp; Phone</b>	<a href="mailto:Bwhitmarsh@spokanecity.org">Bwhitmarsh@spokanecity.org</a> , (509) 625 - 6846
<b>Council Sponsor(s)</b>	<u>CM Zack Zappone, CM Jonathan Bingle, and CM Kitty Klitzke</u>
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Z23-474COMP – Mission & Sinto – Comprehensive Plan Amendment
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	<p>The proposal concerns 2002, 2012, 2018, and 2028 E Mission Ave and 2007 E Sinto Ave (Parcels 35162.0121, 35162.0122, 35162.0111, 35162.0105, and 35162.0110) in the Chief Garry Park Neighborhood.</p> <p>Application Z23-474COMP seeks to amend the Comprehensive Plan Land Use Plan Map from “Neighborhood Mini-Center” and “Residential Low” to “Neighborhood Mini-Center” and “Office” and amend the Zoning Map from “Neighborhood Retail, 35-foot height limit (NR-35)” and “R1” to “Neighborhood Retail, 40-foot height limit (NR-40)” and “Office Retail, 40-foot height limit (OR-40).”</p> <p>This Application is being considered concurrently with five others through the annual Comprehensive Plan Amendment cycle as required by the Growth Management Act. The application has fulfilled public participation and notification requirements. The Plan Commission held a Public Hearing on October 9, 2024, to consider this Application and recommended approval of the proposal.</p> <p>Please note that, per RES 2024-0029, this is a city-sponsored application.</p>
<b>Fiscal Impact</b>	
<b>Approved in current year budget?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A Total Cost: <a href="#">Click or tap here to enter text.</a> Current year cost: Subsequent year(s) cost:	
<b>Narrative:</b> <u>Processing of Comprehensive Plan Amendments utilizes existing staff time and resources. No additional costs are associated with the adoption of this proposal.</u>	
<b>Funding Source</b> <input type="checkbox"/> One-time <input type="checkbox"/> Recurring <input checked="" type="checkbox"/> N/A Specify funding source: Select Funding Source* Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a>	
<b>Expense Occurrence</b> <input type="checkbox"/> One-time <input type="checkbox"/> Recurring <input checked="" type="checkbox"/> N/A  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts</b> (If N/A, please give a brief description as to why)	

What impacts would the proposal have on historically excluded communities?

*The proposal is a city-sponsored proposal to amend the land use and zoning map and is not directly related to historically excluded communities. However, the proposal will allow more flexibility in the use of the subject parcels, most of which are owned by Family Promise of Spokane, which could aid operations in support of families experiencing homelessness.*

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

*The proposal is a land use and zoning map change and does not guarantee future development of the subject properties. No data is directly collected or analyzed on the listed topics, however the Planning & Economic Development Department generally follows these proposals to track whether the subject properties develop in the future.*

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

*As stated above, the department generally tracks these proposals to see if they develop. Doing so allows for educated revisions to ensure the efficacy of the program if they are warranted.*

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

*This proposal is consistent with, and implements elements of, the Chief Garry Park Neighborhood Action Plan adopted by Council in 2017 (RES 2017-0056) as well as Comprehensive Plan Policies **LU 1.5 Office Uses**, **LU 1.7 Neighborhood Mini-Centers**, and **LU 4.6 Transit-Supported Development**. After reviewing the criteria set forth in SMC 17G.020.030, Plan Commission found the proposal consistent with the Comprehensive Plan and all applicable review criteria, voting to recommend City Council approval of the proposal.*

Ordinance No. C36609

AN ORDINANCE RELATING TO APPLICATION FILE Z23-474COMP AMENDING MAP LU 1, LAND USE PLAN MAP, OF THE CITY'S COMPREHENSIVE PLAN FROM "NEIGHBORHOOD MINI CENTER" AND "RESIDENTIAL LOW" TO "NEIGHBORHOOD MINI CENTER" AND "OFFICE" FOR APPROXIMATELY 1.5 ACRES IN THE CHIEF GARRY PARK NEIGHBORHOOD; AND AMENDING THE ZONING MAP FROM "NEIGHBORHOOD RETAIL, 35-FOOT HEIGHT LIMIT (NR-35)" AND "R1" TO "NEIGHBORHOOD RETAIL, 40-FOOT HEIGHT LIMIT(NR-40) AND "OFFICE RETAIL, 40-FOOT HEIGHT LIMIT (OR-40)."

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

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

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

WHEREAS, land use amendment application Z23-474COMP was submitted in a timely manner for review during the City's 2023/2024 Comprehensive Plan amendment cycle; and

WHEREAS, Application Z23-474COMP sought to amend the Land Use Plan Map of the City's Comprehensive Plan for 1.3 acres from "Neighborhood Mini-Center" and "Residential Low" to "Neighborhood Mini-Center" at 2002 E Mission Ave and from "Residential Low" to "Office" at 2012 and 2018 E. Mission Ave and 2007 E. Sinto Ave;

WHEREAS, the corresponding zoning designation requested was "Neighborhood Retail, 40-foot height limit (NR-40)" (2002 E Mission Ave) and "Office Retail, 40-foot height limit (OR-40)" (2012 and 2018 E. Mission Ave and 2007 E. Sinto Ave); and

WHEREAS, City Council adopted RES 2024-0029 on March 25,2024, including Application Z23-474COMP in the 2024 Comprehensive Plan Amendment Work Program, expanding the proposal to include consideration of 2028 E Mission Ave, and converting the Application to a city-sponsored proposal; and

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

WHEREAS, the Spokane Plan Commission held a workshop to study the application on June 26, 2024; and

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

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

WHEREAS, a staff report for Application Z23-474COMP reviewing all the criteria relevant to consideration of the application was published on September 20, 2024, and sent to all applicants, commenters, and the Plan Commission; and

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

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

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

WHEREAS, the Spokane Plan Commission found that Application Z23-474COMP is consistent with and implements the Comprehensive Plan; and

WHEREAS, the Spokane Plan Commission found that Application Z23-474COMP meets the final review criteria for Comprehensive Plan Amendments delineated in Spokane Municipal Code 17G.020.030; and

WHEREAS, the Spokane Plan Commission voted 9 to 0 to recommend approval of Application Z23-474COMP; and

WHEREAS, the City Council adopts the recitals set forth herein as its findings and conclusions in support of its adoption of this ordinance and further adopts the findings, conclusions, and recommendations from the Planning Services Staff Report and the City of Spokane Plan Commission for the same purposes.

NOW, THEREFORE, THE CITY OF SPOKANE DOES ORDAIN:

1. Approval of the Application. Application Z23-474COMP is approved.

2. Amendment of the Land Use Map. Comprehensive Plan Map LU 1, Land Use Plan Map, is amended from “Neighborhood Mini-Center” and “Residential Low” to “Neighborhood Mini-Center” and “Office” for 1.5 acres, as shown in Exhibit B.
3. Amendment of the Zoning Map. The City of Spokane Zoning Map is amended from “Neighborhood Retail, 35-foot height limit (NR-35)” and “R1” to “Neighborhood Retail, 40-foot height limit (NR-40)” and “Office Retail, 40-foot height limit (OR-40),” as shown in Exhibit C.

PASSED BY THE CITY COUNCIL ON \_\_\_\_\_, 2024.

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

Attest:

Approved as to form:

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

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

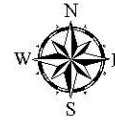
\_\_\_\_\_  
Effective Date



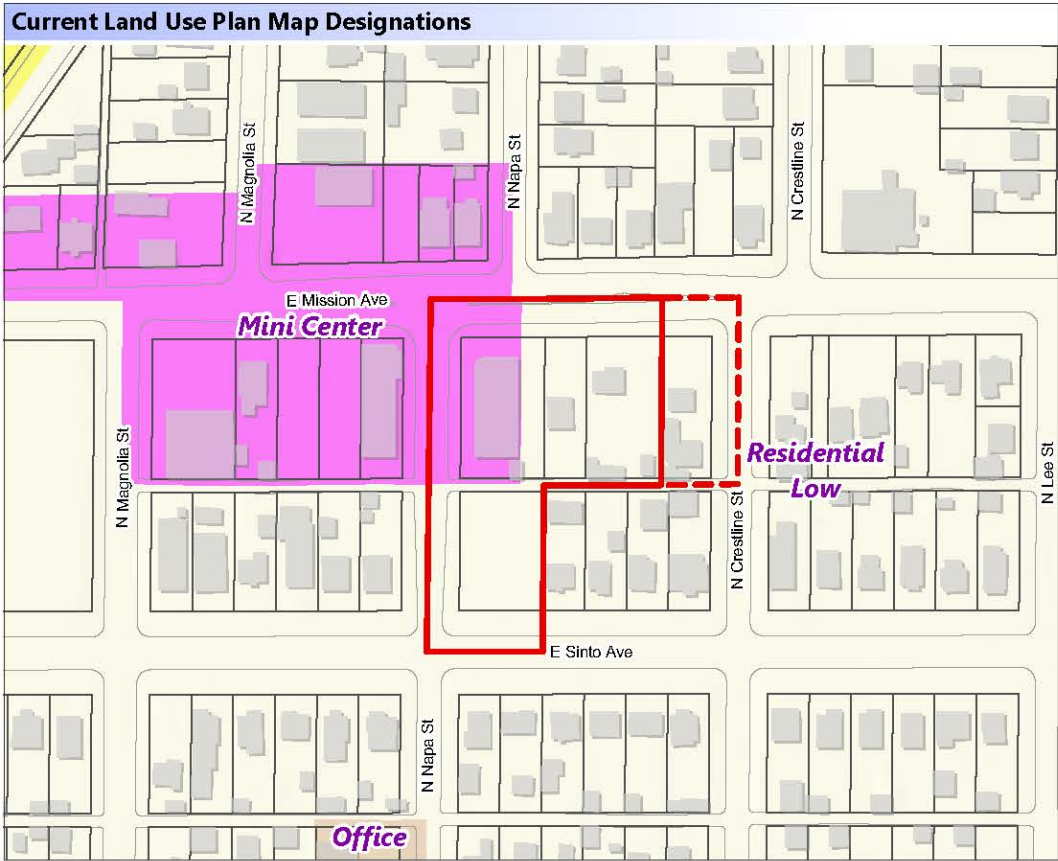


# Exhibit B: Land Use Plan Map Changes

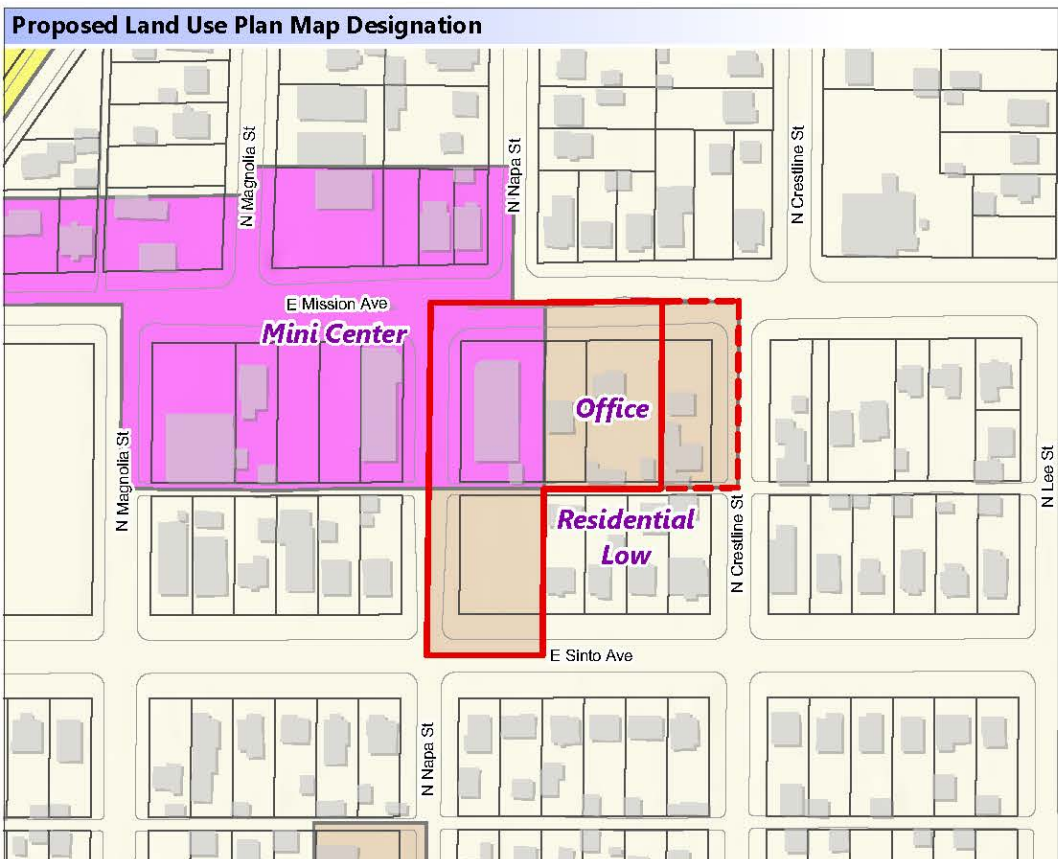
Department of Planning & Economic Development



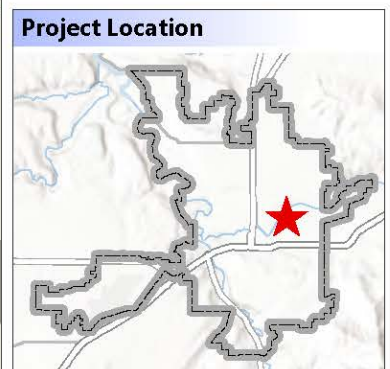
THIS IS NOT A LEGAL DOCUMENT  
The information shown on this map is compiled from various sources and is subject to constant revision. Information shown on this map should not be used to determine the location of facilities in relationship to property lines, section lines, streets, etc.



- Project Area
- Expanded Area
- Parcel
- Buildings
- Curb Line



- Applicant:** City of Spokane
- Parcels:** 35162.0105  
35162.0110  
35162.0111  
35162.0121  
35162.0122
- Size:** 1.5 acres  
(Size is Approximate)





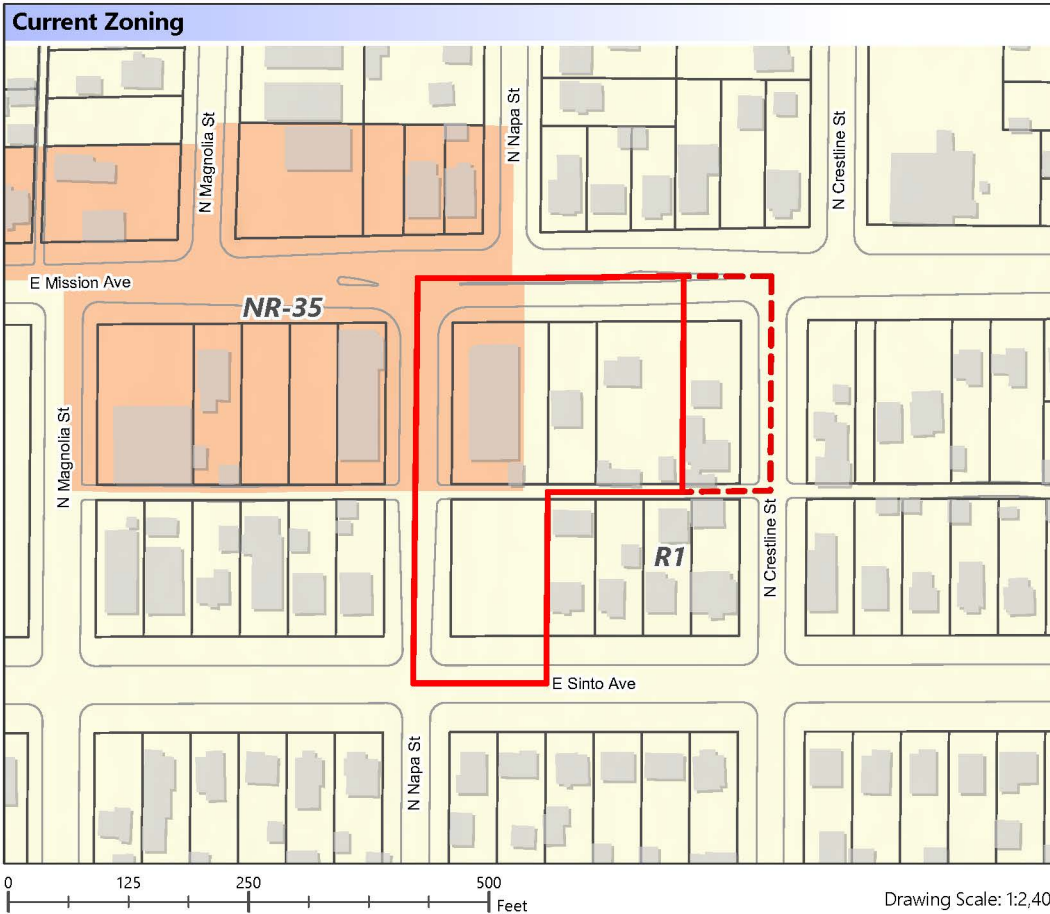
# Exhibit C: Zoning Changes

Department of Planning & Economic Development

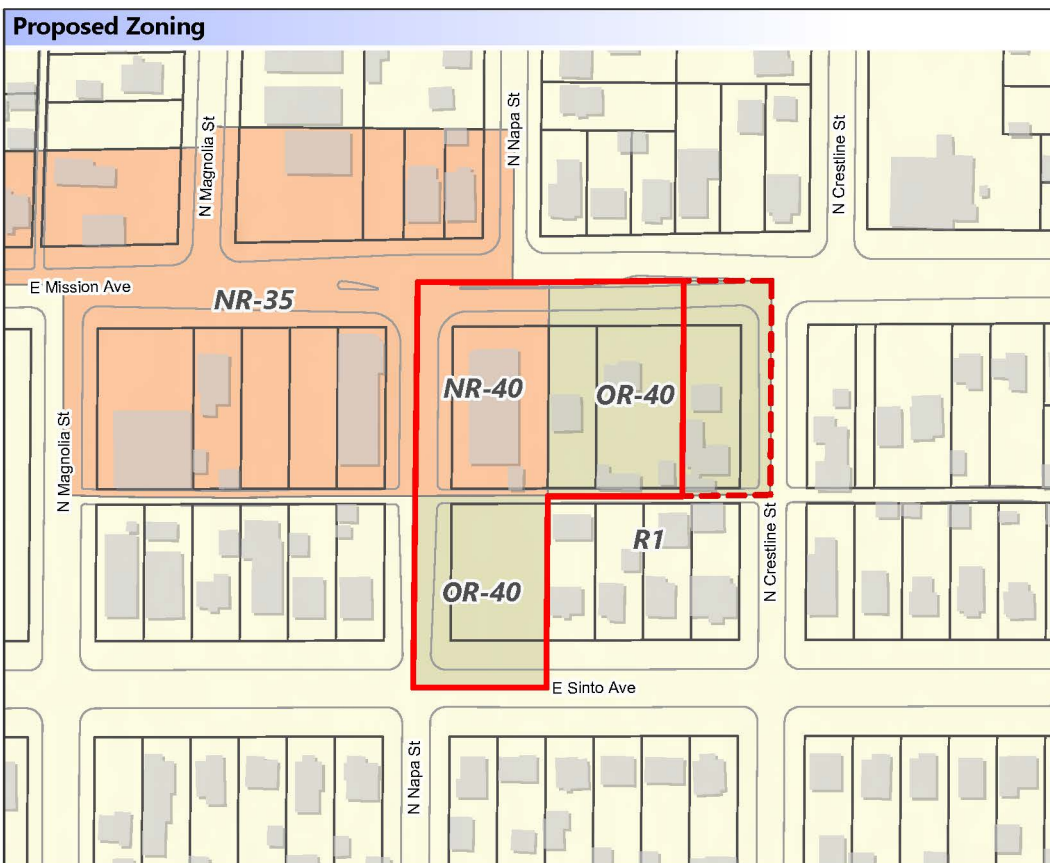


Draw Date: 3/27/2024

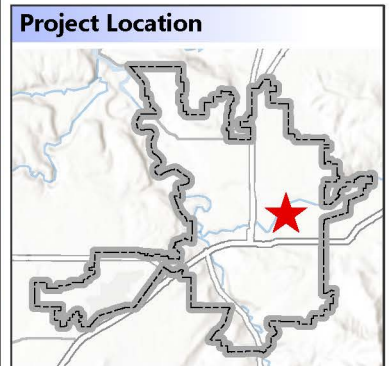
**THIS IS NOT A LEGAL DOCUMENT**  
The information shown on this map is compiled from various sources and is subject to constant revision. Information shown on this map should not be used to determine the location of facilities in relationship to property lines, section lines, streets, etc.



- Project Area
  - Expansion Area
  - Parcel
  - Buildings
  - Curb Line
- Zoning**
- Neighborhood Retail
  - Residential 1



**Applicant:** City of Spokane  
**Parcels:** 35162.0105  
 35162.0110  
 35162.0111  
 35162.0121  
 35162.0122  
**Size:** 1.5 acres  
 (Size is Approximate)





**PLAN COMMISSION FINDINGS OF FACT, CONCLUSIONS, AND  
RECOMMENDATIONS ON COMPREHENSIVE PLAN AMENDMENT  
FILE Z23-474COMP (MISSION & SINTO)**

**A Recommendation of the Spokane Plan Commission to the City Council to APPROVE the Comprehensive Plan Amendment application seeking to amend the land use plan map designation from “Neighborhood Mini-Center” and “Residential Low” to “Neighborhood Mini-Center” and “Office” for five parcels totaling 1.5 acres located at 2002, 2012, 2018, and 2028 E. Mission Ave and 2007 E. Sinto Ave. The zoning designation requested is Neighborhood Retail, 40-foot height limit (NR-40) and Office Retail, 40-foot height limit (OR-40).**

**FINDINGS OF FACT:**

- A. The City of Spokane adopted a Comprehensive Plan in May of 2001 that complies with the requirements of the Growth Management Act (“GMA”).
- B. Under GMA, comprehensive plans generally may be amended no more frequently than once a year, and all amendment proposals must be considered concurrently in order to evaluate for their cumulative effect.
- C. Amendment application Z23-474COMP (the “Application”) was submitted in a timely manner for review during the City’s 2023/2024 amendment cycle.
- D. The Application sought to amend the land use plan map designation for four parcels totaling 1.3 acres located at 2002, 2012, and 2018 E. Mission Ave and 2007 E. Sinto Ave, from “Neighborhood Mini-Center” and “Residential Low” to “Neighborhood Mini-Center” and “Office” with a corresponding change in zoning from “Neighborhood Retail, 35-foot height limit (NR-35)” and “R1” to “Neighborhood Retail, 40-foot height limit (NR-40)” and “Office Retail, 40-foot height limit (OR-40).”
- E. The subject properties are urban in development pattern and contain three single-unit homes, a parking lot, and a commercial building with the offices of Family Promise of Spokane.
- F. Annual amendment applications were subject to a threshold review process to determine whether the applications will be included in the City’s Annual Comprehensive Plan Amendment Work Program.
- G. On January 22, 2024, the City Council adopted Resolution RES 2024-0002 establishing the City Council members of the Ad Hoc City Council Threshold Committee.
- H. On February 9, 2024, an Ad Hoc City Council Threshold Committee reviewed the applications that had been submitted and forwarded its recommendation to City Council regarding the applications.

- I. On March 25, 2024, the City Council adopted Resolution RES 2024-0029 establishing the 2024 Comprehensive Plan Amendment Work Program, including the Application. RES 2024-0029 also converted the Application to a city-sponsored application and added 2028 E. Mission Ave for consideration as an expansion to the Application.
  - 1. 2028 E. Mission Ave was included to establish consistency in Land Use and Zoning along the block face on E. Mission Ave.
- J. Geographic expansion of applications for Comprehensive Plan Amendments by City Council is allowed within the Spokane Municipal Code (“SMC”) under Title 17G.020.025.A.1.a.
- K. On March 28, 2024, staff presented the 2023/2024 Comprehensive Plan Amendment Work Program to the Community Assembly Land Use Subcommittee on, including details regarding the Application, and provided information on the required process, upcoming Plan Commission Workshops, and how to submit comments.
- L. On May 7, 2024, staff requested comments from agencies, departments, and neighborhood councils. The comment period ended May 21, 2024. By the end of the comment period, comments were received from the Chief Garry Park Neighborhood Council, the Spokane Tribe, and Spokane Transit Authority.
- M. On June 10, 2024, a Notice of Application was mailed to all properties, owners, and taxpayers within a 400-foot radius of the subject parcels and any adjacent properties with the same ownership. Signs were also placed on the subject parcels in plain view of the public. Notice was published in the Spokesman Review on both June 10, 2024, and June 17, 2024.
- N. The Notice of Application initiated a 60-day public comment period from June 10, 2024, to August 9, 2024, during which no comments were received.
- O. No additional public comments on the Application were received by October 8, 2024, at 5pm.
- P. On June 26, 2024, the Spokane Plan Commission held a public workshop to study the Application.
- Q. On September 16, 2024, a State Environmental Policy Act (“SEPA”) Checklist and Determination of Non-Significance were issued for the Application. The deadline to appeal the SEPA determination was October 8, 2024. No comments on the SEPA determination were received.
- R. On September 17, 2024, the Washington State Department of Commerce and appropriate state agencies were given the required 60-day notice of intent to adopt before adoption of any proposed changes to the Comprehensive Plan.
- S. On September 20, 2024, staff published a report addressing SEPA and providing staff’s analysis of the merits of the Application, copies of which were circulated as prescribed by SMC 17G.020.060B.8. Staff’s analysis of the Application recommended approval of the Application.
- T. A Notice of SEPA Determination of Non-Significance and Plan Commission Hearing was published on September 25, 2024, in the Official Gazette and on September 25, 2024, and October 2, 2024, in the Spokesman Review.

- U. On September 25, 2024, a Notice of Public Hearing and SEPA Determination was posted on the subject parcels, City Hall, and the Central Library, as well as mailed to all property owners and taxpayers of record and occupants of addresses of property located within a four-hundred-foot radius of any portion of the boundary of the subject Properties.
- V. On October 9, 2024, the Plan Commission held a public hearing on the Application, including the taking of verbal testimony, closing the verbal and written record, conducting deliberation on the application, and voting to recommend the City Council Approve this application.
  - 1. No members of the public testified on this Application during the Plan Commission Hearing.
- W. As a result of the City's efforts, pursuant to the requirements of SMC 17G.020.070, the public has had extensive opportunities to participate throughout the process and persons desiring to comment were given an opportunity to do so.
- X. Except as may be otherwise indicated herein, the Plan Commission adopts the findings and analysis set forth in the Staff Report prepared for the Application (the "Staff Report").
- Y. The Plan Commission finds that the proposal meets the intent and requirements of the Comprehensive Plan, most specifically policies LU 1.7 Neighborhood Mini-Centers, LU 1.5 Office Uses, and LU 4.6 Transit-Supported Development.
- Z. The Plan Commission finds that the proposal meets the decision criteria established by SMC 17G.020.030, as described in the Staff Report.

**CONCLUSIONS:**

Based upon the application materials, staff analysis (which is hereby incorporated into these findings, conclusions, and recommendation), SEPA review, agency and public comments received, and public testimony presented regarding application File No. Z23-474COMP, the Plan Commission makes the following conclusions with respect to the review criteria outlined in SMC 17G.020.030:

- 1. The Application was submitted in a timely manner and added to the 2023/2024 Annual Comprehensive Plan Amendment Work Program, and the final review application was submitted as provided in SMC 17G.020.050(D).
- 2. Interested agencies and the public have had extensive opportunities to participate throughout the process and persons desiring to comment have been given that opportunity to comment.
- 3. The Application is consistent with the goals and purposes of GMA.
- 4. Any potential infrastructure implications associated with the Application will either be mitigated through projects reflected in the City's relevant six-year capital improvement plans or through enforcement of the City's development regulations at time of development.
- 5. As outlined in above in the Findings of Fact, the Application is internally consistent as it pertains to the Comprehensive Plan, as described in SMC 17G.020.030.E.



6. The Application is consistent with the Countywide Planning Policies for Spokane County, the comprehensive plans of neighboring jurisdictions, applicable capital facilities plans, the regional transportation plan, and official population growth forecasts.
7. The Application has been considered simultaneously with the other proposals included in the 2024 Annual Comprehensive Plan Amendment Work Program in order to evaluate the cumulative effect of all the proposals.
8. SEPA review was completed for the Application.
9. The Application will not adversely affect the City’s ability to provide the full range of urban public facilities and services citywide at the planned level of service, or consume public resources otherwise needed to support comprehensive plan implementation strategies.
10. The Application proposes a land use designation that is in conformance with the appropriate location criteria identified in the comprehensive plan (e.g., compatibility with neighboring land uses, proximity to arterials, etc.).
11. The proposed map amendment and site is suitable for the proposed designation.
12. The map amendment would implement applicable comprehensive plan policies better than the current map designation.

**RECOMMENDATIONS:**

In the matter of Z23-474COMP, a request by Joe Ader on behalf of Family Promise of Spokane, which was expanded and converted to a city-sponsored application during the docketing stage, to change the land use plan designation of 1.5 acres of land from “Neighborhood Mini-Center” and “Residential Low” to “Neighborhood Mini-Center” and “Office” “Neighborhood Retail, 35-foot height limit (NR-35)” and “R1” to “Neighborhood Retail, 40-foot height limit (NR-40)” and “Office Retail, 40-foot height limit (OR-40)”. Based upon the above listed findings and conclusions, by a vote of **9 to 0**, the Spokane Plan Commission recommends City Council **APPROVE** the requested amendment to the Land Use Plan Map of the City’s Comprehensive Plan with corresponding amendment to the City’s Zoning Map and authorizes the President to prepare and sign on the Commission’s behalf a written decision setting forth the Commission’s findings, conclusions, and recommendation on the application.

Greg Francis  
Greg Francis (Oct 22, 2024 15:03 PDT)

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**Greg Francis, President**  
Spokane Plan Commission  
Date: Oct 22, 2024







# PC Findings and Conclusions - Z23-474COMP

Final Audit Report

2024-10-22

Created:	2024-10-22
By:	Angela McCall (amccall@spokanecity.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAgC2Oef_FI24IERk3IfUCH-PxqnAvjb14

## "PC Findings and Conclusions - Z23-474COMP" History

-  Document created by Angela McCall (amccall@spokanecity.org)  
2024-10-22 - 5:14:47 PM GMT
-  Document emailed to gfrancis@spokanecity.org for signature  
2024-10-22 - 5:15:40 PM GMT
-  Email viewed by gfrancis@spokanecity.org  
2024-10-22 - 9:59:08 PM GMT
-  Signer gfrancis@spokanecity.org entered name at signing as Greg Francis  
2024-10-22 - 10:03:10 PM GMT
-  Document e-signed by Greg Francis (gfrancis@spokanecity.org)  
Signature Date: 2024-10-22 - 10:03:12 PM GMT - Time Source: server
-  Agreement completed.  
2024-10-22 - 10:03:12 PM GMT



## 2023/2024 Comprehensive Plan Amendments

# STAFF REPORT FOR FILE Z23-474COMP (MISSION & SINTO)

Department of Neighborhood and Planning Services

The following staff report concerns a proposed amendment to the City's current Comprehensive Plan. The proposal is to amend the land use plan map designation and zoning of one or more parcels in the City of Spokane. Amendments to the Comprehensive Plan are enabled by Spokane Municipal Code (SMC) 17G.020 and Revised Code of Washington (RCW) 36.70A.130.

## I. PROPERTY SUMMARY

<b>Parcel(s):</b>	35162.0110, 35162.0111, 35162.0121, & 35162.0122 (Original application) 35162.0105 (City expansion)
<b>Address(es):</b>	2002, 2012, and 2018 E. Mission Ave.; 2007 E. Sinto Ave. (Original application) 2028 E. Mission Ave (City expansion)
<b>Property Size:</b>	1.33 Acres (Original application) 0.23 Acres (City expansion)
<b>Legal Description:</b>	Multiple – see <b>Exhibit J</b>
<b>General Location:</b>	South of E Mission Ave between N Napa St and N Crestline St
<b>Current Use:</b>	Commercial building/emergency shelter (35162.0121), single-unit homes (35162.0122, 35162.0111, and 35162.0105), and a parking lot (35162.0110)

## II. APPLICANT SUMMARY

This application has two applicants—a private applicant and the City of Spokane itself. The following information regards the original private applicant:

<b>Applicant:</b>	Joe Ader, Family Promise of Spokane
<b>Property Owner:</b>	Family Promise of Spokane (35162.0110, 35162.0111, 35162.0121, and 35162.0122)

The private application was converted to a city-sponsored application by City Council, with a city-sponsored expansion. The representative below is acting for all portions of the application. The property information regards the one property added by the City:

<b>Representative:</b>	Brandon Whitmarsh, Planning & Economic Development, City of Spokane
<b>Expansion Property Owner:</b>	Kathleen Kendall (35162.0105)



### III. PROPOSAL SUMMARY

<b>Current Land Use Designation:</b>	Mini Center and Residential Low
<b>Proposed Land Use Designation:</b>	Mini Center and Office
<b>Current Zoning:</b>	Neighborhood Retail (NR-35) and R1
<b>Proposed Zoning:</b>	Neighborhood Retail (NR-40) and Office Retail (OR – 40)
<b>SEPA Status:</b>	A SEPA threshold determination of Non-Significance (DNS) was made on September 16, 2024. The appeal deadline is 5:00 PM on October 8, 2024.
<b>Plan Commission Hearing Date:</b>	October 9, 2024
<b>Staff Contact:</b>	Brandon Whitmarsh, Planner I, <a href="mailto:bwhitmarsh@spokanecity.org">bwhitmarsh@spokanecity.org</a>
<b>Staff Recommendation:</b>	<b>Approve</b>

### IV. BACKGROUND INFORMATION

- 1. General Proposal Description:** Pursuant to the procedures established by SMC 17G.020, enabled by RCW 36.70A.130, the applicant asked the City of Spokane to amend the land use plan map designation (Map LU-1 of the Comprehensive Plan) from Mini Center and Residential Low to Mini Center and Office and zoning designation (Official Zoning Map of the City of Spokane) from Neighborhood Retail (NR-35) and R1 to Neighborhood Retail (NR-40) and Office Retail (OR-40) for four parcels located in the Chief Garry Park Neighborhood.

While this proposal began as a private application submitted by Family Promise of Spokane (the property owner), City Council converted this application to a city-sponsored proposal at the same time they established the Comprehensive Plan Amendment Work Program for 2024. Accordingly, while this application includes an applicant and application materials (see **Exhibit F**), the proposal is now functionally a proposal of the City of Spokane.

Also during the threshold review process, City Council added one additional property to the proposal. The additional parcel is also designated Residential Low and zoned R1, consistent with the majority of the parcels from the original application. No specific development is proposed on the original properties or additional property at this time. Rather, City Council included it in the application to consider making the entire block face conform with similar land use designation and zoning.

- 2. Site Description and Physical Conditions:** The original application sites contain a commercial building, two single-unit dwellings, and a parking lot which are used collectively by the original applicant as an emergency shelter and office space. The lots are generally flat with vegetation consistent with urban residential development with a mix of trees, smaller vegetation, and lawns. The parcel added by City Council also contains a single-unit home on a flat lot with a large tree and a grass lawn.
- 3. Property Ownership:** The original proposal area is entirely owned by Family Promise of Spokane. The parcel added to the proposal by City Council is owned by Kathleen Kendall (35162.0105). City staff spoke with Ms. Kendall regarding her property's inclusion in the proposal. She was originally

supportive of the proposal, but has grown apprehensive, citing loss of privacy, property value impacts, and safety concerns, though no official public comment was received from Ms. Kendall on the proposal.

4. **Adjacent Property Improvements and Uses:** The proposal parcels are surrounded by existing development of the following nature:

Boundary	Land Use	Zone	Use
North	Residential Low and Mini Center	R1 and NR -35	Single-unit homes and a gas station
East	Residential Low	R1	Single-unit homes
South	Residential Low	R1	Single-unit homes
West	Residential Low and Mini Center	R1 and NR -35	Single-unit homes and a mini mart

For an aerial view, see **Exhibit A**.

5. **Street Class Designations:** E Mission Ave is classified as an Urban Principal Arterial. N Napa St, E Sinto Ave, and N Crestline St are all classified as Urban Local Access.
6. **Current Land Use Designation and History:** As shown in **Exhibit B**, the current land use plan map designation of the original application and expansion area includes Residential Low and Mini Center. The land use plan map designation has remained unchanged since the City's adoption of the Growth Management Act (GMA) compliant Comprehensive Plan in 2001.
7. **Proposed Land Use Designation:** As shown in **Exhibit B**, the proposal is to amend the land use plan map designation to Mini Center and Office. The only portion to be designated Mini Center is the remaining portion of parcel 35162.0121 that became split zoned as the result of a Boundary Line Adjustment in 2022 (Z21-109BLA), bringing the entire parcel into the same land use and zoning designation.
8. **Current Zoning and History:** As shown in **Exhibit C**, the current zoning of the original application parcels and expansion parcel is a mix of Neighborhood Retail (NR-35) and R1. The proposal parcels have been classified the same since the adoption of the current zoning map. The historical zoning, prior to 2006, is shown in the table below.

Year	Zone	Description
1958	Class I and Class III	Residential District and Local Business District zones.
1975	R2 and B1	Two-Family Residence and Local Business zones.
After 1975, Prior to 2006	R2 and NR	Two-Family Residence and neighborhood serving business zones.

9. **Proposed Zoning:** As shown in **Exhibit C**, the proposal seeks to amend the Neighborhood Retail (NR-35) zoning to Neighborhood Retail (NR-40), increasing the buildable height by five feet, and from R1

zoning to Office Retail (OR-40). The parcel with the proposed NR-40 zoning designation would ensure that the entire parcel has one zoning designation, eliminating it’s current split-zoned state.

**V. APPLICATION PROCESS AND PUBLIC COMMENT**

**1. Key Steps:** The application is being processed according to SMC 17G.060, including the following steps:

Application Submitted .....	October 31, 2023
Threshold Application Certified Complete .....	November 30, 2023
Council Threshold Subcommittee Established <sup>1</sup> .....	January 22, 2024
Council Threshold Subcommittee Met .....	February 9, 2024
Annual Work Program Set <sup>2</sup> .....	March 25, 2024
Agency/Department Comment Period Ended .....	May 21, 2024
Notice of Application Posted .....	June 10, 2024
Plan Commission Workshop .....	June 26, 2024
60-Day Public Comment Period Ended .....	August 9, 2024
SEPA Determination Issued .....	September 16, 2024
Notice of Public Hearing Posted .....	September 25, 2024
Plan Commission Hearing Date (Scheduled) .....	October 9, 2024

**2. Agency Comments Received:** During the agency comment period, comments were received from the Spokane Tribe regarding inadvertent discovery as well as STA regarding coordination of future construction on the site. A letter of support for the proposal was also received from the Chief Garry Park Neighborhood Council. Agency comments can be found in full in **Exhibit I**.

**3. Public Comments Received:** A Notice of Application was issued for the proposal on June 10, 2024, initiating a public comment period that ended August 9, 2024. No comments were received by the City during the public comment period.

**4. Public Workshop:** A public workshop with the Spokane Plan Commission was held on June 26, 2024, during which the particulars of the proposal were presented to the Plan Commission for their consideration and discussion. No public comment was taken.

**VI. APPLICATION REVIEW AND ANALYSIS**

**1. Guiding Principles:** SMC 17G.020.010 provides the following guiding principles for the annual comprehensive plan amendment process:

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<sup>1</sup>Spokane City Council Resolution 2024-0002

<sup>2</sup>Spokane City Council Resolution 2024-0029

- A. Keep the comprehensive plan alive and responsive to the community.
  - B. Provide for simultaneous review of proposals to allow for cumulative impact analysis of all applications on a City-wide basis and in conjunction with budget decisions.
  - C. Make map adjustments based on a foundation in policy language, consistently applying those concepts citywide.
  - D. Honor the community's long-term investment in the comprehensive plan, through public participation and neighborhood planning processes, by not making changes lightly.
  - E. Encourage development that will enable our whole community to prosper and reinforce our sense of place and feeling of community, in an ecologically, economically, and socially sustainable manner.
  - F. Amendments to the comprehensive plan must result in a net benefit to the general public.
2. **Review Criteria:** SMC 17G.020.030 provides a list of considerations that are to be used, as appropriate, by the applicant in developing an amendment proposal, by planning staff in analyzing a proposal, by the Plan Commission making a recommendation on a proposal, and by the City Council in making a decision on the proposal. Following each of the considerations is staff's analysis relative to the proposed amendment.
- A. **Regulatory Changes:** *Amendments to the comprehensive plan must be consistent with any recent state or federal legislative actions, or changes to state or federal regulations, such as changes to the Growth Management Act, or new environmental regulations.*

Staff Analysis: Staff reviewed and processed the proposed amendment under the most current regulations contained in the Growth Management Act, the Washington State Environmental Policy Act (SEPA), and the Spokane Municipal Code. Staff is unaware of any recent federal, state, or legislative actions with which the proposal would be in conflict, and no comments were received to this effect from any applicable agencies receiving notice of the proposal.

The proposal satisfies this criterion.

- B. **GMA:** *The change must be consistent with the goals and purposes of the State Growth Management Act.*

Staff Analysis: The Growth Management Act (GMA) details 13 goals to guide the development and adoption of comprehensive plans and development regulations (RCW 36.70A.020, "Planning Goals"), which guided the City's development of its own comprehensive plan and development regulations. No comments received or other evidence in the record indicates inconsistency between the proposed plan map amendment and the goals and purposes of the GMA.

The proposal satisfies this criterion.

- C. **Financing:** *In keeping with the GMA's requirement for plans to be supported by financing commitments, infrastructure implications of approved comprehensive plan amendments must be reflected in the relevant six-year capital improvement plan(s) approved in the same budget cycle.*

Staff Analysis: The City did not require, nor did any Agency or City Department comment request or require a traffic impact analysis for the proposal. The subject properties are already served by water, sewer, bus rapid transit service, and adjacent existing City streets. Any subsequent development of the site will be subject to a concurrency determination pursuant to SMC 17D.010.020. Accordingly, there are no known infrastructure implications of this proposal.

The proposal satisfies this criterion.

- D. Funding Shortfall:** *If funding shortfalls suggest the need to scale back on land use objectives and/or service level standards, those decisions must be made with public input as part of this process for amending the comprehensive plan and capital facilities program.*

Staff Analysis: No evidence of a potential funding shortfall from this proposal exists.

The proposal satisfies this criterion.

**E. Internal Consistency:**

1. *The requirement for internal consistency pertains to the comprehensive plan as it relates to all its supporting documents, such as the development regulations, capital facilities program, shoreline master program, downtown plan, critical area regulations, and any neighborhood planning documents adopted after 2001. In addition, amendments should strive to be consistent with the parks plan, and vice versa. For example, changes to the development regulations must be reflected in consistent adjustments to the goals or policies in the comprehensive plan. As appropriate, changes to the map or text of the comprehensive plan must also result in corresponding adjustments to the zoning map and implementation regulations in the Spokane Municipal Code.*

Staff Analysis: The proposal is internally consistent with applicable supporting documents of the Comprehensive Plan as follows:

- *Development Regulations.* As a non-project proposal, there are no specific plans for development of these sites. Additionally, any future development will be required to be consistent with the current development regulations at the time of application submittal. The proposal does not result in any non-conforming uses or development and staff finds no reason to indicate that the proposed Comprehensive Plan Land Use Plan Map and concurrent zone change would result in a property that cannot be reasonably developed in compliance with applicable regulations.
- *Capital Facilities Program.* As described in the staff analysis of Criterion C above, no additional infrastructure or capital expenditures by the City are anticipated for this non-project action, and it is not anticipated that the City's integrated Capital Facilities Program would be affected by the proposal.
- *Neighborhood Planning Documents Adopted after 2001.* As adopted by City Council in 2017 via Resolution 2017-0056, the Chief Garry Park neighborhood updated its 20-year vision with the Chief Garry Park Neighborhood Action Plan. Goal 1 of the Action Plan specifically identifies support for mixed use

development within the activity center at the intersection of Napa and Mission. The Action Plan also identifies support for the integration of transportation and supportive land uses surrounding City Line stations on Mission Ave. Finally, the plan identifies a category of priority projects focused on retail and activity centers like the intersection of Napa and Mission, calling out that expansion of mixed use in these areas may require changes to the Comprehensive Plan policies and City regulations. Accordingly, this proposal is consistent with, and works to implement, the Chief Garry Park Neighborhood Action Plan.

- *Miscellaneous Comprehensive Plan Goals and Policies.* Staff have compiled a list of Comprehensive Plan Goals and Policies which bear on the proposal in **Exhibit H** of this report. Further discussion of these policies is provided under section K.2 below.

The proposal satisfies this criterion.

2. *If a proposed amendment is significantly inconsistent with current policy within the comprehensive plan, an amendment proposal must also include wording that would realign the relevant parts of the comprehensive plan and its other supporting documents with the full range of changes implied by the proposal.*

Staff Analysis: The proposal is generally consistent with current comprehensive plan policies, as described in further detail in the staff analysis of Criterion K.2 below and other criteria in this report. Therefore, no amendment to policy wording is necessary.

The proposal satisfies this criterion.

- F. Regional Consistency:** *All changes to the comprehensive plan must be consistent with the countywide planning policies (CWPP), the comprehensive plans of neighboring jurisdictions, applicable capital facilities or special district plans, the regional transportation improvement plan, and official population growth forecasts.*

Staff Analysis: The proposed change in land use designation affects a relatively small area within an existing urbanized area, with no foreseeable implications to regional or inter-jurisdictional policy issues. No comments have been received from any agency, City department, or neighboring jurisdiction which would indicate that this proposal is not regionally consistent. Additionally, the proposal will expand mixed-use development capacity at a City Line station, supporting STA's investment in bus rapid transit service along E Mission Ave.

The proposal satisfies this criterion.

- G. Cumulative Effect:** *All amendments must be considered concurrently in order to evaluate their cumulative effect on the comprehensive plan text and map, development regulations, capital facilities program, neighborhood planning documents, adopted environmental policies and other relevant implementation measures.*

1. **Land Use Impacts:** *In addition, applications should be reviewed for their cumulative land use impacts. Where adverse environmental impacts are identified, mitigation requirements may be imposed as a part of the approval action.*

2. **Grouping:** *Proposals for area-wide rezones and/or site-specific land use plan map amendments may be evaluated by geographic sector and/or land use type in order to facilitate the assessment of their cumulative impacts.*

Staff Analysis: The City is concurrently reviewing this application and five other applications for Comprehensive Plan amendments as part of an annual plan amendment cycle. All six applications are for amendments to the land use plan map (LU-1) and concurrent rezones. When considered together, these various applications do not interact, nor do they augment or detract from each other. Thus, the cumulative effects of these various applications are minor.

The proposal satisfies this criterion.

**H. SEPA:** *SEPA<sup>3</sup> Review must be completed on all amendment proposals and is described in Chapter 17E.050.*

1. **Grouping:** *When possible, the SEPA review process should be combined for related land use types or affected geographic sectors to better evaluate the proposals' cumulative impacts. This combined review process results in a single threshold determination for those related proposals.*
2. **DS:** *If a determination of significance (DS) is made regarding any proposal, that application will be deferred for further consideration until the next applicable review cycle to allow adequate time for generating and processing the required environmental impact statement (EIS).*

Staff Analysis: The application is under review in accordance with the State Environmental Policy Act (SEPA), which requires that the potential for adverse environmental impacts resulting from a proposal be evaluated during the decision-making process. On the basis of the information contained in the environmental checklist (see **Exhibit G**), written comments from local and State departments and agencies concerned with land development within the City, and a review of other information available to the Director of Planning Services, a Determination of Non-Significance was issued on September 16, 2024 (**Exhibit H**).

The proposal satisfies this criterion.

**I. Adequate Public Facilities:** *The amendment must not adversely affect the City's ability to provide the full range of urban public facilities and services (as described in CFU 2.1 and CFU 2.2) citywide at the planned level of service, or consume public resources otherwise needed to support comprehensive plan implementation strategies.*

Staff Analysis: The proposal would change the land-use designation of a predominantly developed area served by public facilities and services. To ensure that this proposal would not adversely affect the provision of public facilities, either existing or planned, the proposal was routed to City departments for review early in the application process. No comments were

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<sup>3</sup> State Environmental Protection Act

received from those departments that adverse impacts on our systems or facilities would occur. Any subsequent development of the site will be subject to a concurrency determination pursuant to SMC 17D.010.020, thereby implementing the policy set forth in policy CFU 2.2.

The proposal satisfies this criterion.

- J. UGA:** *Amendments to the urban growth area boundary may only be proposed by the City Council or the mayor of Spokane and shall follow the procedures of the countywide planning policies for Spokane County.*

Staff Analysis: The proposal does not include an expansion to the UGA.

This criterion does not apply.

**K. Demonstration of Need:**

1. **Policy Adjustments:** *Proposed policy adjustments that are intended to be consistent with the comprehensive plan should be designed to provide correction or additional guidance so the community's original visions and values can better be achieved. The need for this type of adjustment might be supported by findings from feedback instruments related to monitoring and evaluating the implementation of the comprehensive plan.*

Staff Analysis: The proposal does not include a policy adjustment nor is one required.

This criterion does not apply.

2. **Map Changes:** *Changes to the land use plan map (and by extension, the zoning map) may only be approved if the proponent has demonstrated that all of the following are true:*
  - a. *The designation is in conformance with the appropriate location criteria identified in the comprehensive plan (e.g., compatibility with neighboring land uses, proximity to arterials, etc.);*

Staff Analysis: The proposal seeks to designate a few properties for possible future mixed-use development through the Mini-Center and Office Land Use Plan Map Designations. When considering the locational requirements of the Comprehensive Plan, there are three specific policies that guide this proposal: LU 1.7 Neighborhood Mini-Centers, LU 1.5 Office Uses, and LU 4.6 Transit-Supported Development.

Comprehensive Plan Policy LU 1.7, Neighborhood Mini-Centers, which guides the designation of Mini-Centers, states:

The Neighborhood Mini-Center designation recognizes the existence of small neighborhood-serving businesses in locations that are two to five acres in size that lie outside Centers and Corridors designated on the Land Use Plan Map... Consequently, the Mini-Center designation limits mixed-



use development to the boundaries of the existing Mini-Center designation.<sup>4</sup> (Full text in **Exhibit E**)

This policy articulates that the Mini-Center designation is intended to be applied to existing businesses at the time of the designation and is not intended to expand beyond the original designation extent. The parcel at the corner of E Mission Ave and N Napa St, which is home to the offices of Family Promise, is designated primarily Mini-Center with a sliver of the parcel designated Residential Low. The sliver of Residential Low is an artifact of a recent boundary line adjustment (Z21-109BLA), which expanded the parcel, but did not change the land use or zoning boundaries. With the existing neighborhood-serving commercial use on the property, the proposal aims to designate the remainder of the parcel as Mini-Center. This minimal expansion ensures consistency of land use and zoning designations for the parcel, while also respecting the intended extent of the Neighborhood Mini-Center designation when it was established.

Additionally, the proposal seeks to designate the remaining parcels as Office. Comprehensive Plan Policy LU 1.5, Office Uses, states that new Office uses should be directed toward Centers and Corridors.<sup>5</sup> However, the Policy does also recognize that the Office designation serves as a transitional land use between higher intensity commercial uses and residential uses.

The proposal area is situated between the more intense Mini-Center designation to the west and Residential Low areas to the east and south, offering an opportunity to use Office as a transitional land use and buffer the more intense uses of the Mini-Center. The Policy's discussion additionally states that "arterial frontages that are predominantly developed with single-family residences should not be disrupted with office use." While three of the properties included in this proposal have single-unit residences, it is also important to recognize the pattern of commercial uses present along E Mission Ave to the west of the proposal. With predominantly commercial frontage to the west of the proposal area, this proposal could be seen as an expansion of existing mixed-use development potential along E Mission Ave that is intended to be more compatible with the surrounding residential uses, rather than a 'disruption' of the residential uses.

Finally, the proposal relates to Policy LU 4.6, Transit-Supported Development. The City Line Bus Rapid Transit Line, which opened in the Summer of 2023, provides 7.5-minute peak time bus service along E Mission Ave. Policy LU 4.6, Transit-Supported Development, states:

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<sup>4</sup> Shaping Spokane, the Comprehensive Plan for the City of Spokane, page 3-12.

<sup>5</sup> Ibid., page 3-10.

Encourage transit-supported development, including a mix of employment, residential, and commercial uses, adjacent to high-performance transit stops.<sup>6</sup>

The City Line stations directly adjacent to the proposal area are served by the City's highest performance transit line in operation. Minimal expansion of Office uses onto a few parcels which contain single-unit homes opens the door to future development that could effectively contribute to transit ridership and the accessibility of goods and services for both residents of the proposal sites and the community as a whole.

Considering the policies above collectively, the proposal is in conformance with the locational requirements of the Comprehensive Plan.

**b.** *The map amendment or site is suitable for the proposed designation.*

Staff Analysis: The properties are flat and urban in current development pattern and exhibit adequate access to public services. The properties are situated on major arterials E Mission Ave and N Napa St with adjacent STA bus rapid transit service and have access to all major utilities. There is no indication that the proposal properties would not be able to support development under the proposed land use and zoning.

**c.** *The map amendment implements applicable comprehensive plan policies and subarea plans better than the current map designation.*

Staff Analysis: See the discussion under E.1 and K.2 above. This proposal serves to implement the envisioned expansion of mixed-use land use and zoning designations at the arterial intersection of E Mission Ave and N Napa St, which was called for in the recent Neighborhood Action Plan as a priority that would likely need a Comprehensive Plan Amendment to accomplish. This proposal also establishes a transition between the higher intensity commercial uses and residential uses along Mission Ave through the Office designation while recognizing STA's investment in the City Line and supporting transit ridership and access to goods and services.

As with most proposals, not every Comprehensive Plan Policy applies directly to the specifics of this proposal, but the intended outcomes of the Comprehensive Plan Policies and the goals outlined in the Chief Garry Park Neighborhood Action Plan, when viewed holistically, appear to be achieved with this proposal.

The proposal satisfies this criterion.

**3. Rezones, Land Use Plan Amendment:** *Corresponding rezones will be adopted concurrently with land use plan map amendments as a legislative action of the city council. If policy language changes have map implications, changes to the land use plan map and*

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<sup>6</sup> Ibid., page 3-28

*zoning map will be made accordingly for all affected sites upon adoption of the new policy language. This is done to ensure that the comprehensive plan remains internally consistent and to preserve consistency between the comprehensive plan and supporting development regulations.*

Staff Analysis: If this proposal is adopted by City Council, changes to the Land Use Plan Map in the Comprehensive Plan and the Zoning Map will occur concurrently, ensuring consistency between the Comprehensive Plan and applicable development regulations.

The proposal satisfies this criterion.

## VII. CONCLUSION

The proposal has been processed and considered according to the requirements of the Spokane Municipal Code. According to the information provided above and the whole of the administrative record, the proposal appears to meet the criteria for a comprehensive plan amendment as provided in SMC 17G.020.030.

Following the close of public testimony and deliberations regarding conclusions with respect to the review criteria and decision criteria detailed in SMC Chapter 17G.020, Plan Commission will need to make a recommendation to City Council for approval or denial of the requested amendment to the Land Use Plan map of the City's Comprehensive Plan.

## VIII. STAFF RECOMMENDATION

Staff recommends the Plan Commission and City Council **approve** the proposal.

## IX. LIST OF EXHIBITS

- A. Aerial Photos
- B. Existing and Proposed Land Use Plan Map
- C. Existing and Proposed Zoning Map
- D. Application Notification Area
- E. List of Relevant Comp Plan Policies
- F. Application Materials
- G. SEPA Checklist
- H. SEPA Determination of Non-Significance
- I. Agency Comments
- J. Legal Description of Proposal Area

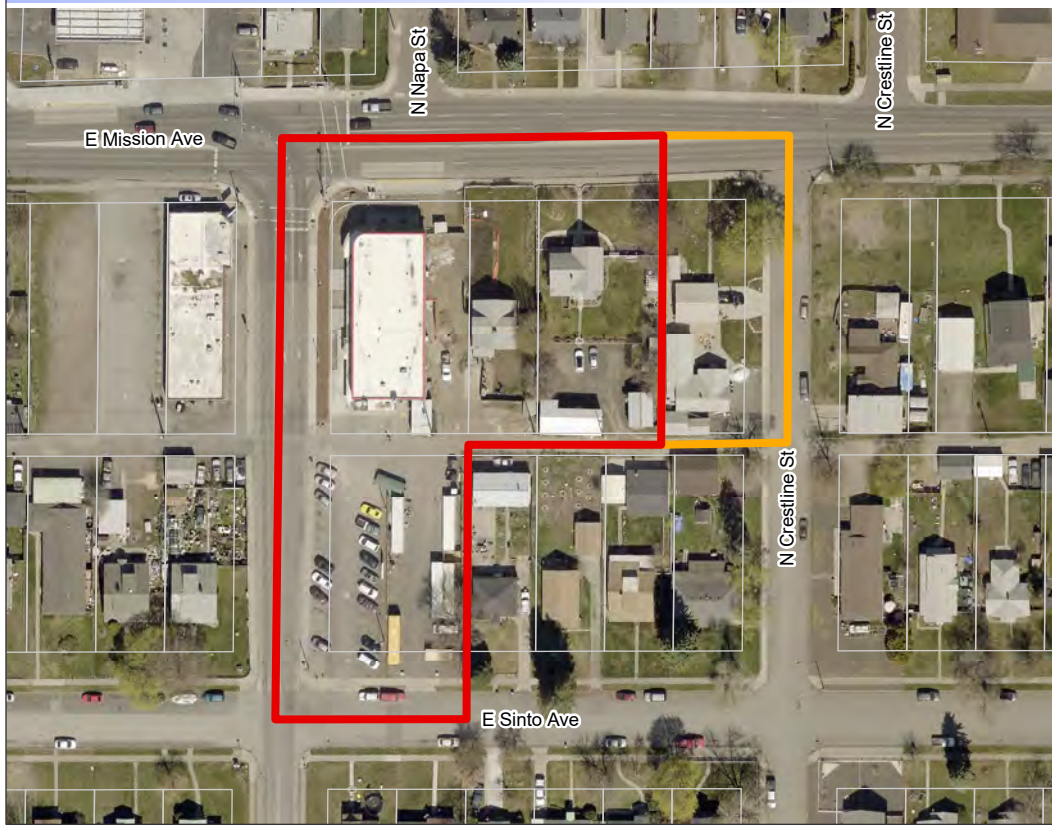




# Exhibit A: Aerial Photos



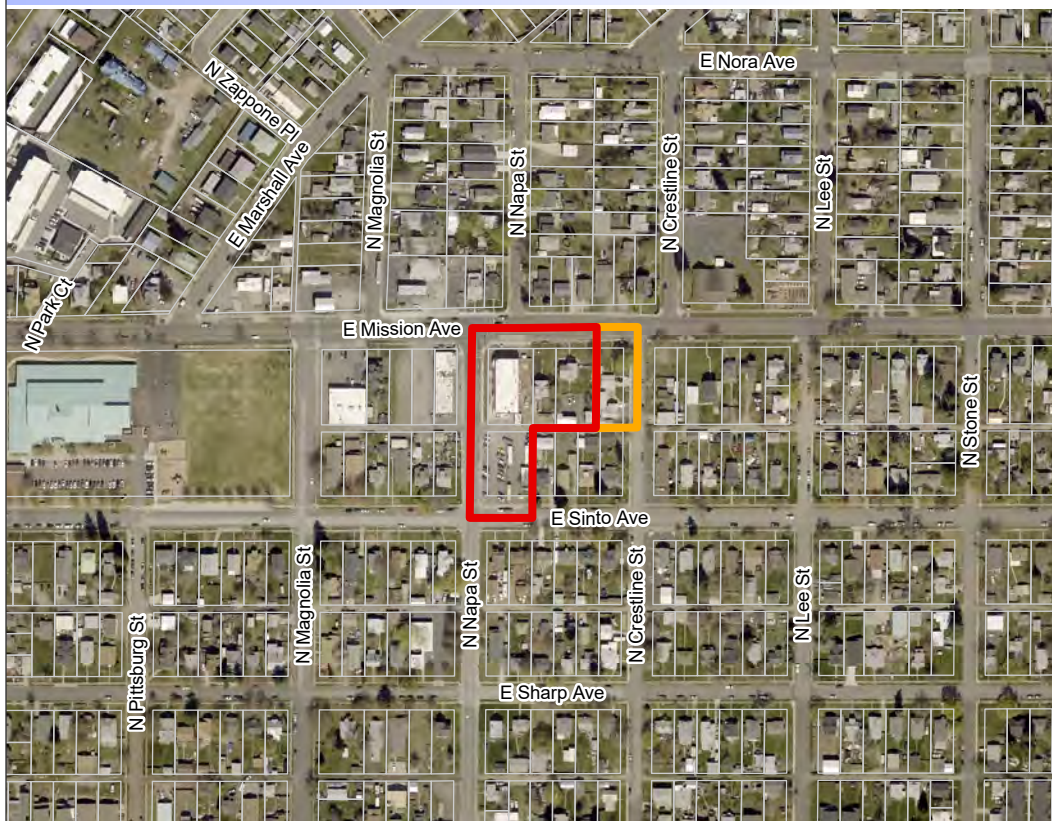
**THIS IS NOT A LEGAL DOCUMENT**  
The information shown on this map is compiled from various sources and is subject to constant revision. Information shown on this map should not be used to determine the location of facilities in relationship to property lines, section lines, streets, etc.

### Detailed Aerial Photo (2022)

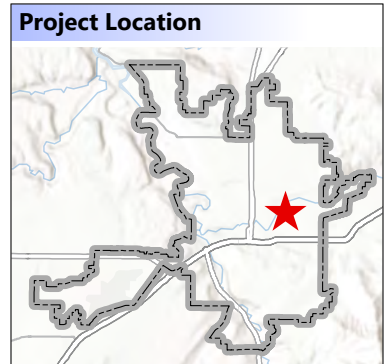


-  Proposal Area
-  City-Added Areas

### Wide Area Aerial Photo (2022)



**Applicant:** City of Spokane  
**Parcels:** 35162.0105  
 35162.0110  
 35162.0111  
 35162.0121  
 35162.0122  
**Size:** 1.5 acres  
 (Size is Approximate)







# Exhibit B: Land Use Plan Map Changes

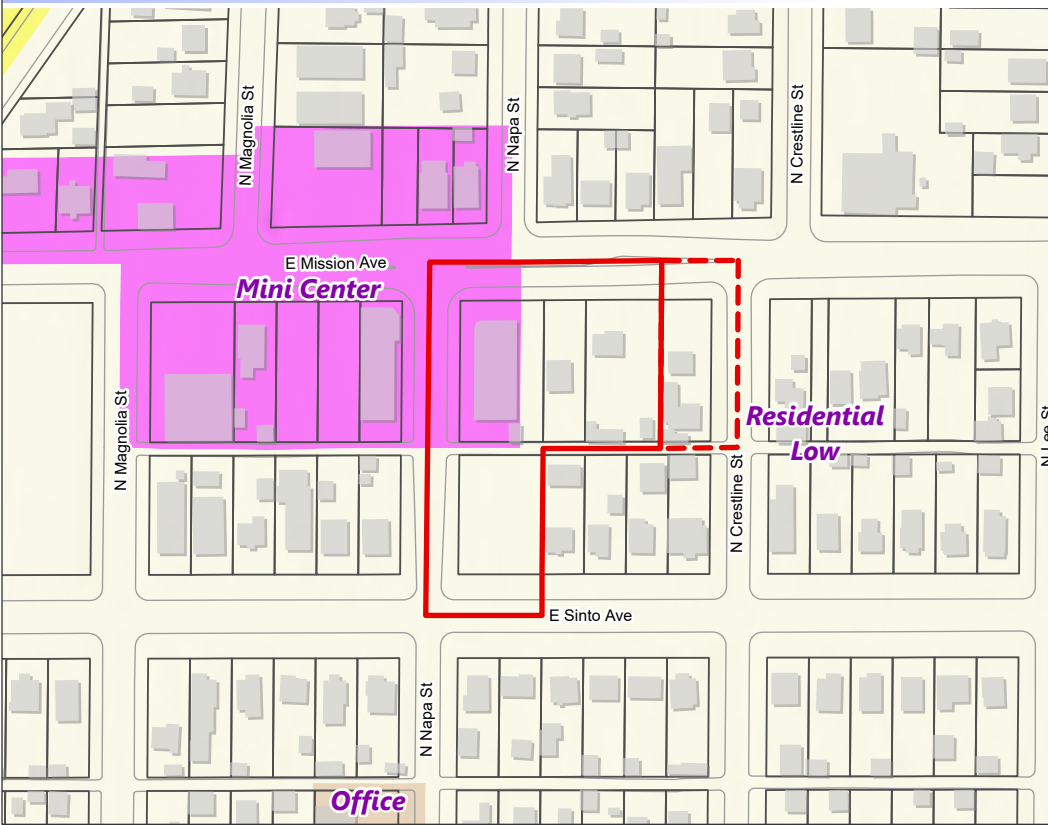
Department of Planning & Economic Development



Draw Date: 3/27/2024

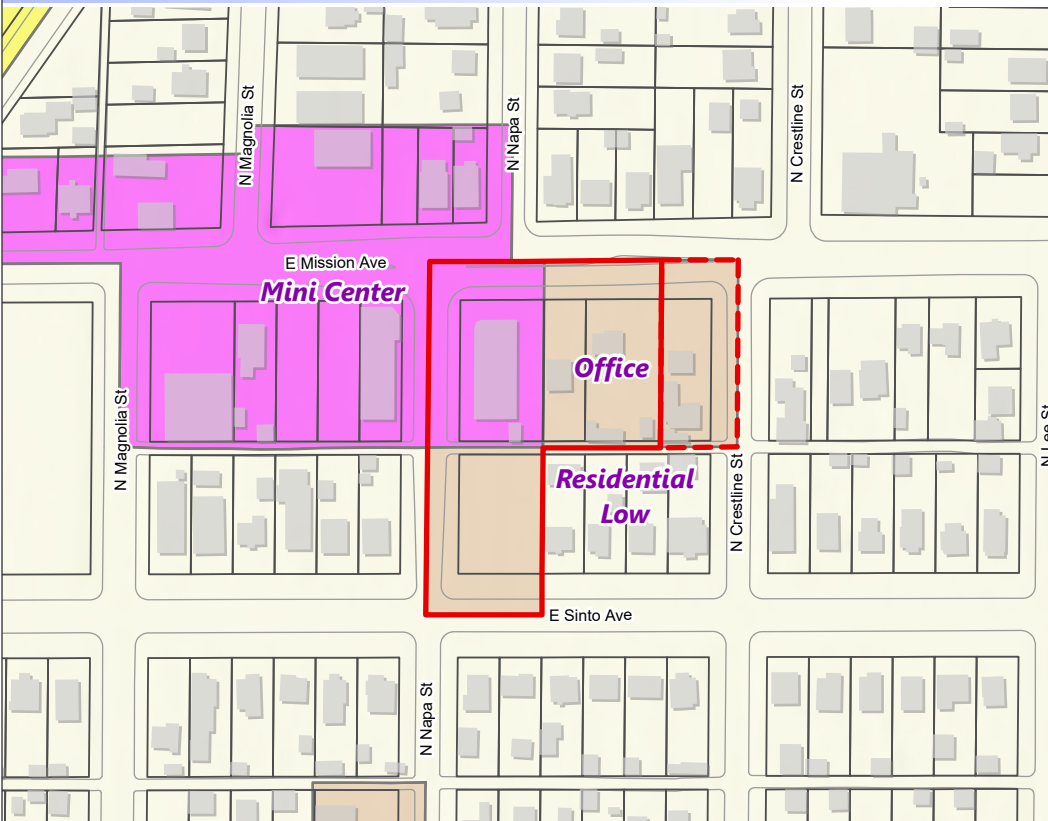
**THIS IS NOT A LEGAL DOCUMENT**  
The information shown on this map is compiled from various sources and is subject to constant revision. Information shown on this map should not be used to determine the location of facilities in relationship to property lines, section lines, streets, etc.

## Current Land Use Plan Map Designations

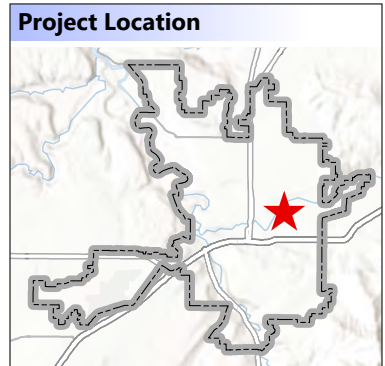


- Project Area
- Expanded Area
- Parcel
- Buildings
- Curb Line

## Proposed Land Use Plan Map Designation



**Applicant:** City of Spokane  
**Parcels:** 35162.0105  
 35162.0110  
 35162.0111  
 35162.0121  
 35162.0122  
**Size:** 1.5 acres  
 (Size is Approximate)





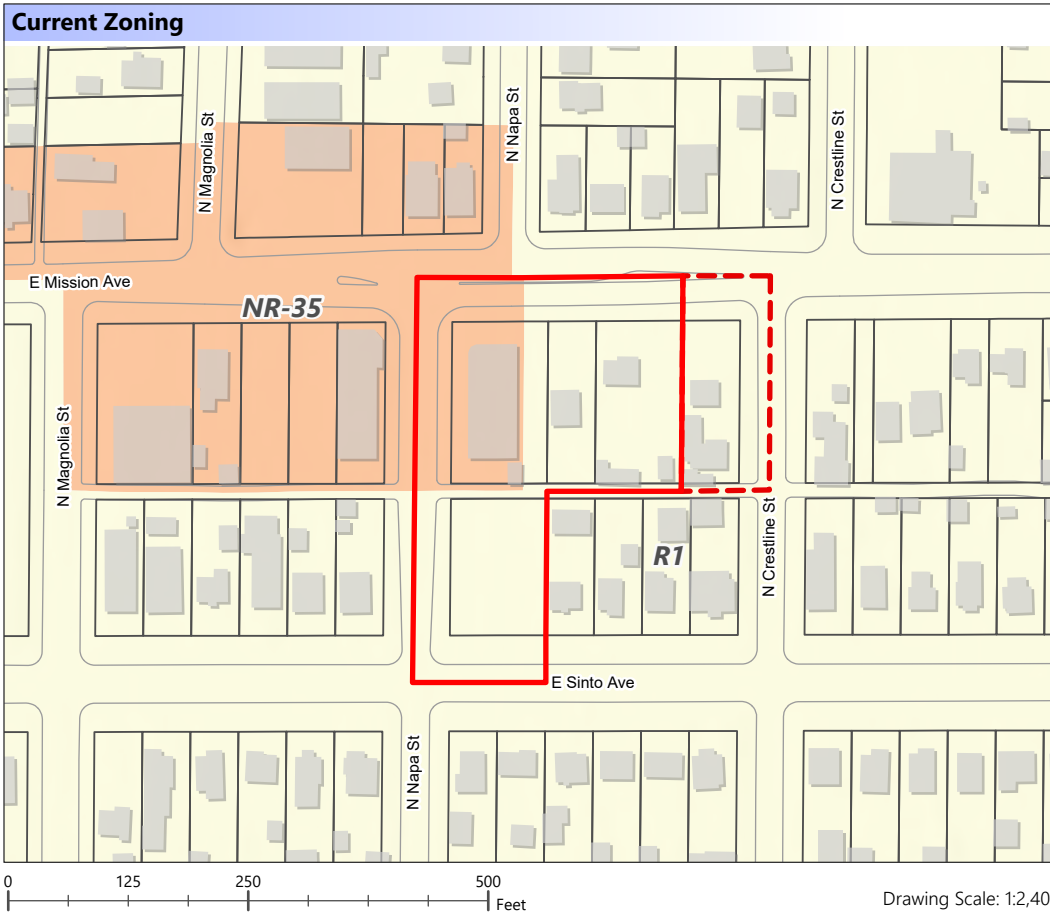
# Exhibit C: Zoning Changes

Department of Planning & Economic Development



Draw Date: 3/27/2024

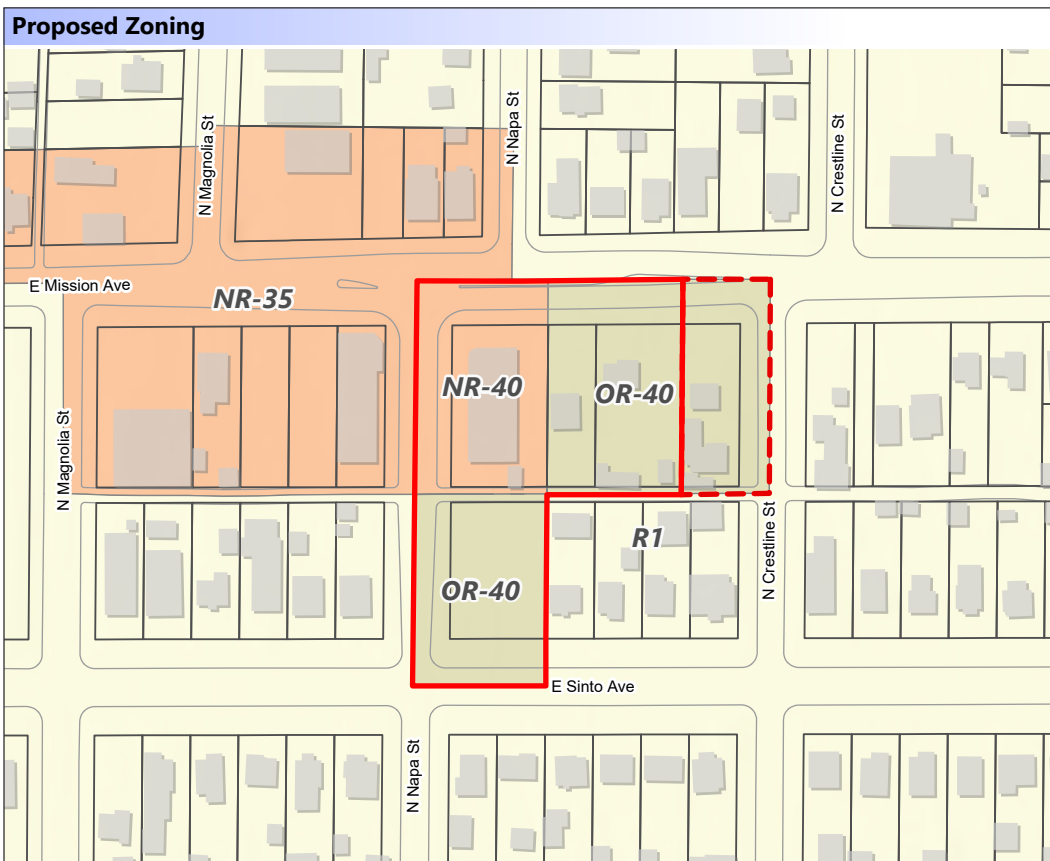
**THIS IS NOT A LEGAL DOCUMENT**  
The information shown on this map is compiled from various sources and is subject to constant revision. Information shown on this map should not be used to determine the location of facilities in relationship to property lines, section lines, streets, etc.



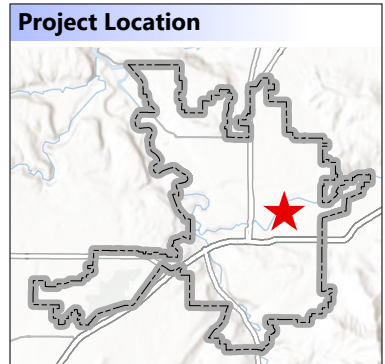
- Project Area
- Expansion Area
- Parcel
- Buildings
- Curb Line

### Zoning

- Neighborhood Retail
- Residential 1



**Applicant:** City of Spokane  
**Parcels:** 35162.0105  
 35162.0110  
 35162.0111  
 35162.0121  
 35162.0122  
**Size:** 1.5 acres  
 (Size is Approximate)



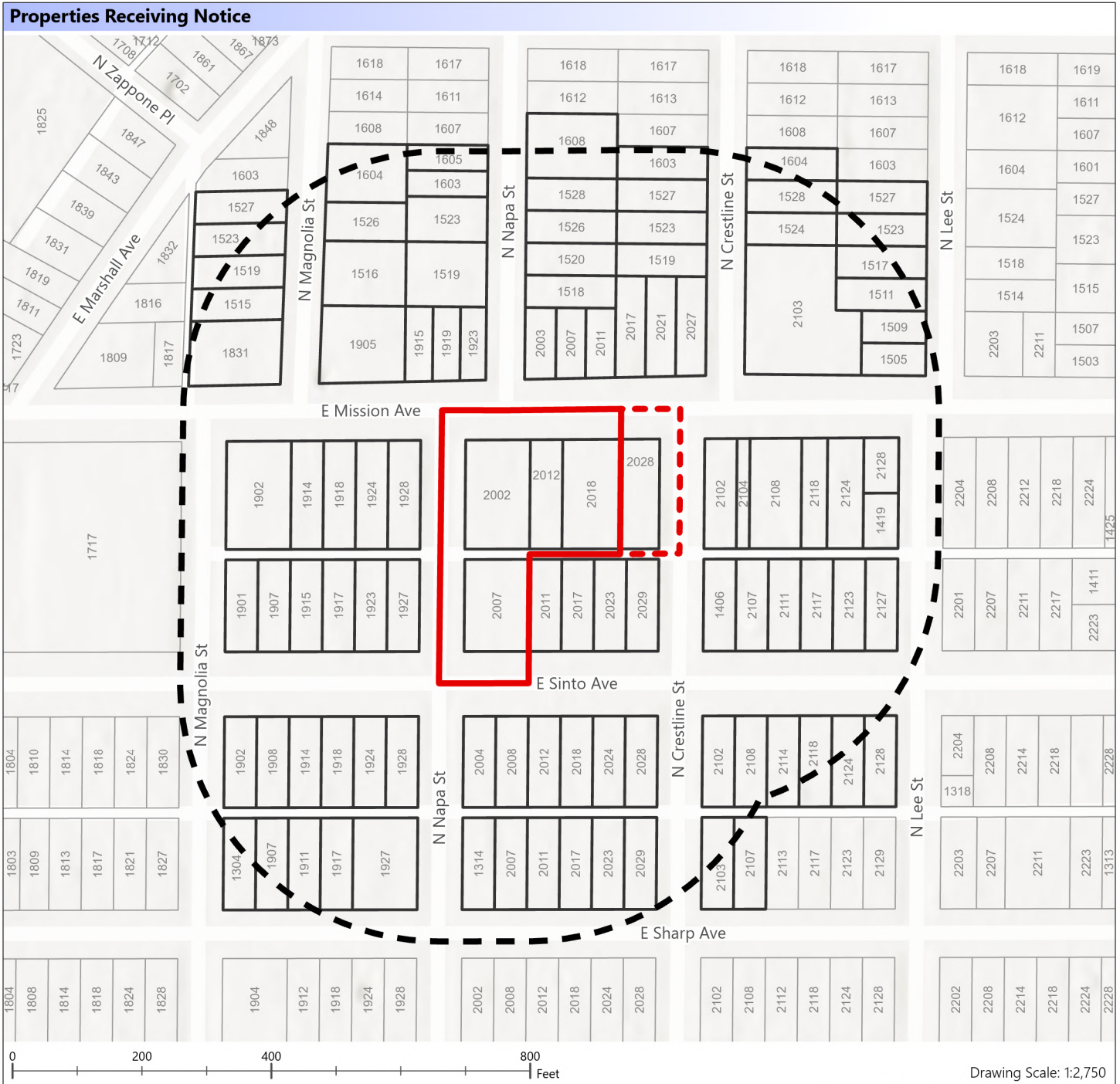


# Notification Map - Comprehensive Plan Amendment

Department of Planning & Economic Development



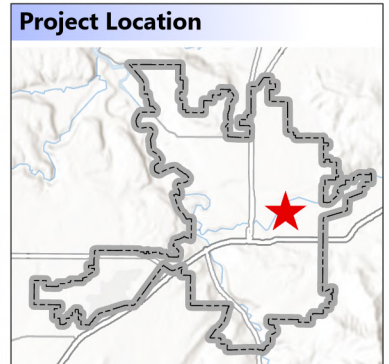
THIS IS NOT A LEGAL DOCUMENT  
The information shown on this map is compiled from various sources and is subject to constant revision. Information shown on this map should not be used to determine the location of facilities in relationship to property lines, section lines, streets, etc.



Drawing Scale: 1:2,750

**Applicant:** City of Spokane  
**Parcels:** 35162.0105, 35162.0110, 35162.0111, 35162.0121, 35162.0122  
**Size:** 1.5 acres (Size is Approximate)

- 400' Notification Area
- Proposal Area
- Also Under Consideration
- Parcels



**This Proposal Would:** Amend the Land Use Plan Map designation and Zoning for five (5) parcels in the Chief Garry Park Neighborhood. Parcels outlined in bold will receive notice of the proposal and the eventual Plan Commission hearing. Numbers indicate the parcel address.





## Comprehensive Plan Policies Related to the Proposal

The following goals and policies are taken directly from the Comprehensive Plan and comprise those goals and policies that staff feels bears most directly on the proposal. The entire Comprehensive Plan is available for review and consideration at [www.shapingspokane.org](http://www.shapingspokane.org) as well.

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### LU 1 CITYWIDE LAND USE

**Goal: Offer a harmonious blend of opportunities for living, working, recreation, education, shopping, and cultural activities by protecting natural amenities, providing coordinated, efficient, and cost effective public facilities and utility services, carefully managing both residential and non-residential development and design, and proactively reinforcing downtown Spokane’s role as a vibrant urban center.**

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#### LU 1.1 Neighborhoods

*Utilize the neighborhood concept as a unit of design for planning housing, transportation, services, and amenities.*

**Discussion:** Neighborhoods generally should have identifiable physical boundaries, such as principal arterial streets or other major natural or built features. Ideally, they should have a geographical area of approximately one square mile and a population of around 3,000 to 8,000 people. Many neighborhoods have a Neighborhood Center that is designated on the Land Use Plan Map. The Neighborhood Center, containing a mix of uses, is the most intensive activity area of the neighborhood. It includes higher density housing mixed with neighborhood-serving retail uses, transit stops, office space, and public or semi-public activities, such as parks, government buildings, and schools.

A variety of compatible housing types are allowed in a neighborhood. The housing assortment should include higher density residences developed in the form of small scale apartments, townhouses, duplexes, and rental units that are accessory to single-family homes, as well as detached single-family homes.

A coordinated system of open space, nature space, parks, and trails should be furnished with a neighborhood park within walking distance or a short transit ride of all residences. A readily accessible elementary school should be available for neighborhood children. Neighborhood streets should be narrow and tree-lined with pedestrian buffer strips (planting strips) and sidewalks. They should be generally laid out in a grid pattern that allows easy access within the neighborhood. Alleys are used to provide access to garages and the rear part of lots. Pedestrian amenities like bus shelters, benches, and fountains should be available at transit stops.



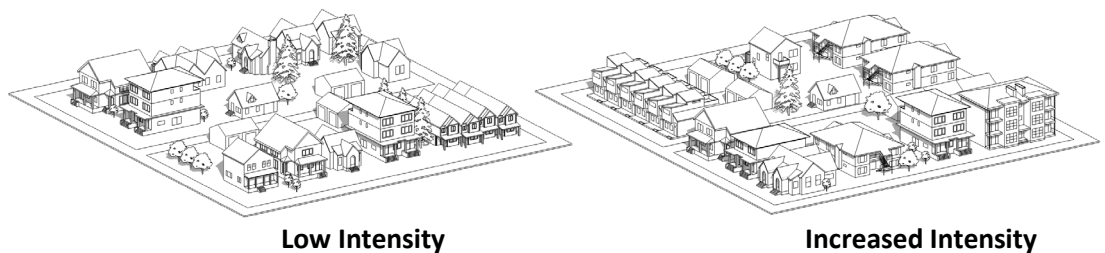
### LU 1.3 Lower Intensity Residential Areas

*Focus a range of lower intensity residential uses in every neighborhood while ensuring that new development complements existing development and the form and function of the area in which it is located.*

**Discussion:** The city’s residential neighborhoods are one of its most valuable assets. Diversity in both housing type and residents in these areas is essential for the wellbeing and health of the city’s neighborhoods. Lower intensity residential uses, from detached homes to middle housing types, are generally compatible with each other and can be incorporated effectively into all neighborhoods. Accordingly, some residential areas would benefit from slightly increased intensities of residential use (e.g., somewhat taller buildings, more lot coverage), dependent on the context and nature of the surrounding neighborhood. These areas of increased residential development should focus on those parts of the neighborhood where proximity to adequate transportation (such as frequent transit), parks, schools, shopping, and other services already exists and where conditions allow for accommodation of increased utility/service needs and other impacts such as parking or the need for public green space.

Complementary types of development should include places for neighborhood residents to walk to work, shop, eat, and recreate. Complementary uses include those serving daily needs of residents, including schools, places of worship, grocery stores, recreation facilities, and small-format retail and medical uses. Development of these uses in a manner that avoids negative impacts to surroundings is essential. Creative mechanisms, including design standards, must be implemented to address these impacts so that potential conflicts are avoided.

The following graphics are provided as a conceptual guide to different intensities envisioned by this policy. These are schematic representations of possible development intensities and are not intended to call for specific structure designs or architectural details.



For specific guidance as to the Land Use Plan Map designations guided by this policy—“Residential Low” and “Residential Plus”—see Section 3.4 below.

*Policy LU 1.3 amended by Ordinance C36414 on September 7, 2023.*

### LU 1.5 Office Uses

*Direct new office uses to Centers and Corridors designated on the Land Use Plan Map.*

**Discussion:** Office use of various types is an important component of a Center. Offices provide necessary services and employment opportunities for residents of a Center and the surrounding neighborhood. Office use in Centers may be in multi-story structures in the core area of the Center and transition to low-rise structures at the edge.

To ensure that the market for office use is directed to Centers, future office use is generally limited in other areas. The Office designations located outside Centers are generally confined to the boundaries of existing Office designations. Office use within these boundaries is allowed outside of a Center.

The Office designation is also located where it continues an existing office development trend and serves as a transitional land use between higher intensity commercial uses on one side of a principal arterial street and a lower density residential area on the opposite side of the street. Arterial frontages that are predominantly developed with single-family residences should not be disrupted with office use. For example, office use is encouraged in areas designated Office along the south side of Francis Avenue between Cannon Street and Market Street to a depth of not more than approximately 140 feet from Francis Avenue.

Drive-through facilities associated with offices such as drive-through banks should be allowed only along a principal arterial street subject to size limitations and design guidelines. Ingress and egress for office use should be from the arterial street. Uses such as freestanding sit-down restaurants or retail are appropriate only in the Office designation located in higher intensity office areas around downtown Spokane.

Residential uses are permitted in the form of single-family homes on individual lots, upper-floor apartments above offices, or other higher density residential uses.

## **LU 1.7      Neighborhood Mini-Centers**

*Create a Neighborhood Mini-Center wherever an existing Neighborhood Retail area is larger than two acres.*

**Discussion:** The Neighborhood Mini-Center designation recognizes the existence of small neighborhood-serving businesses in locations that are two to five acres in size that lie outside Centers and Corridors designated on the Land Use Plan Map. However, some designated Neighborhood Mini-Centers are over five acres in size because they are based on pre-existing zoning designations. Similar to Neighborhood Retail, the Neighborhood Mini-Center designation consists of small, freestanding businesses usually sited at the intersection of or along arterial streets. Another characteristic of this designation is the greatly restricted potential for redevelopment of the surrounding area to support a full Neighborhood Center. Consequently, the Mini-Center designation limits mixed-use development to the boundaries of the existing Mini-Center designation.

Mini-Center locations are encouraged to become small, mixed-use centers with higher density residential use as a major component. Residential use adds market demand for neighborhood business and enables enhanced transit service to these locations. Shared-use parking arrangements are encouraged to increase the development intensity of the site for both residential and commercial uses.

This designation allows the same uses as the Neighborhood Retail designation. No new drive-through facilities, including gas stations and similar auto-oriented uses, should be allowed except along principal arterial streets where they should be subject to size limitations and design guidelines. Buildings should be oriented to the street to encourage walking by providing easy pedestrian connections. Parking lots should not dominate the frontage and should be located behind or on the side of buildings.

New Mini-Center locations may be established through a neighborhood planning process. They should be separated by at least one-mile from other neighborhood serving business areas and should not exceed five acres in size. To provide convenient accessibility from the surrounding neighborhood, new Mini-Centers should be located at the intersection of arterial streets.

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## LU 4 TRANSPORTATION

**Goal: Promote a network of safe and cost effective transportation alternatives, including transit, carpooling, bicycling, pedestrian-oriented environments, and more efficient use of the automobile, to recognize the relationship between land use and transportation.**

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### LU 4.6 Transit-Supported Development

*Encourage transit-supported development, including a mix of employment, residential, and commercial uses, adjacent to high-performance transit stops.*

**Discussion:** People are more likely to take transit to meet their everyday travel needs when transit service is frequent, at least every 15 minutes. Mixed-use development in these areas will enable less reliance on automobiles for travel, reduce parking needs, and support robust transit ridership. Land use regulations and incentives will encourage this type of development along high-performance transit corridors.

Transit-supported development should be encouraged through the application of development incentives, enhanced design measures, streetscape standards, parking standards, and potential changes in density and use. Each of these measures should be developed through a sub-area planning (or similar) process as each high-performance transit line is planned and developed. These sub-area planning processes should include neighborhood and stakeholder involvement and public participation processes to ensure that site-specific and neighborhood-context issues are addressed and benefits are maximized.

*Policy LU 4.6 amended by Ordinance C35841 on January 17, 2020.*

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## LU 5 DEVELOPMENT CHARACTER

**Goal: Promote development in a manner that is attractive, complementary, and compatible with other land uses.**

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### LU 5.5 Compatible Development

*Ensure that infill and redevelopment projects are designed to be compatible with and complement surrounding uses and building types.*

**Discussion:** New infill development and redevelopment should be designed and planned to seek compatibility with its location. Consideration should be given to multiple scales of compatibility, from the site on which the use will be constructed to the wider area in which it will reside. New development or redevelopment should also seek to complement and enhance the existing neighborhood where possible by expanding the choices available in the area and improving the use and form of the area in which it is located. For example, middle housing types provide for increased diversity in scale and form

while also maintaining a high level of compatibility with existing residential neighborhoods, especially in those areas where only one housing type was previously available.

*Policy LU 5.5 amended by Ordinance C35841 on January 17, 2020.*

### 3.4 DESCRIPTION OF LAND USE DESIGNATIONS

The following land use plan map designations are necessary for development and growth in the city to achieve the vision and values discussed at the beginning of the chapter. These land use designations are shown on the following map, LU-1 Land Use Plan Map, which apply the requirements of land use and the goals and policies of the Comprehensive Plan to the physical environment, describing the types of development expected in each area. The overall strategy, as described above, is that development mass, height, and lot coverage be concentrated in focused growth areas (Centers and Corridors) while the remaining parts of the city remain occupied by lower intensity uses. Furthermore, future changes to the land use plan map should seek to achieve a transition between areas of lower and higher development mass and form and should avoid locations where the lowest intensity uses immediately transition to the highest intensity uses.

There is expected to be some variation in residential zones within each residential land use plan map designation. Contextual factors such as proximity to services, transportation options, and existing land use patterns should be considered when assigning a zoning category.

The land use designations and their general characteristics are as follows:

**Residential Low:** The Residential Low land use designation should focus on a range of housing choices built at the general scale and height of detached houses. This includes both detached and attached homes and housing categorized as middle housing (duplex, triplex, etc.). Combinations of these types should also be allowed, such as a duplex with an accessory dwelling unit. Other non-residential uses should be allowed conditionally, provided they integrate into the nature and context of the neighborhood. This would include uses such as schools, places of worship, grocery, small-format retail and medical services, and other resident serving uses.

Residential Low areas are appropriate in parts of the city where amenities and services are scaled for a lower level of development intensity.

**Office:** The Office designation usually indicates freestanding small office sites and larger sites with two or more buildings located along arterial streets or intersections or as a buffer adjacent to residential areas. Higher intensity office areas should be located around downtown Spokane.

**Neighborhood Mini-Center:** This designation allows the same uses as Neighborhood Retail. Higher density residential use is encouraged in these areas.

The Neighborhood Mini-Center designation recognizes the existence of small neighborhood-serving businesses in locations that are two to five acres in size that lie outside Centers and Corridors designated on the Land Use Plan Map. Similar to Neighborhood Retail, the Neighborhood Mini-Center designation consists of small, freestanding businesses usually sited at the intersection of or along arterial streets. Another characteristic of this designation is the greatly restricted potential for redevelopment of the surrounding area to support a full neighborhood center. Consequently, the Mini-Center designation limits mixed-use development to the boundaries of the existing Mini-Center designation.

Mini-Center locations are encouraged to become small, mixed-use centers with residential use as a major component. Residential use adds market demand for neighborhood business and enables enhanced transit service to these locations.



# General Application

Rev.20180104

## DESCRIPTION OF PROPOSAL

The proposed amendment will increase the allowable height of one parcel from 35 to 40 feet and will change land use and zoning designations for the adjacent parcels from Residential Low to Office and RSF to OR 40 respectively.

Address of Site Proposal (if not yet assigned, obtain address from Public Works before submitting application):

2002 E Mission Ave., 2007 E Sinto Ave., 2012 E Mission Ave., 2018 E Mission Ave.

## APPLICANT

Name: Family Promise of Spokane

Address: 2002 E Mission Ave Spokane WA 99202

Phone: 509-747-5487 Email: jaden@familypromiseofspokane.org

## PROPERTY OWNER

Name: Family Promise of Spokane

Address: 2002 E Mission Ave. Spokane WA 99202

Phone: 509-747-5487 Email: jaden@familypromiseofspokane.org

## AGENT

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Assessor's Parcel Numbers: 35162.0121, 35162.0110, 35162.0122, 35162.0111

Legal Description of Site: (See Legal Description Attached)

2 General Application

Size of Property: 54,838 Square Feet

List Specific Permits Requested in this Application: Comprehensive Plan Amendment

**SUBMITTED BY:**

Family Promise of Spokane

- Applicant
- Property Owner
- Property Purchaser
- Agent

In the case of discretionary permits (administrative, hearing examiner, landmarks commission or plan commission), if the applicant is not the property owner, the owner must provide the following acknowledgement:

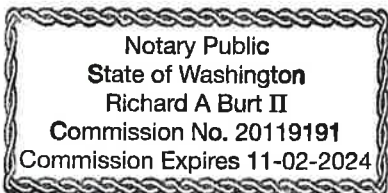
I, \_\_\_\_\_, owner of the above-described property, do hereby authorize \_\_\_\_\_ to represent me and my interests in all matters regarding this application.

**ACKNOWLEDGMENT**

STATE OF WASHINGTON )  
 ) ss.  
COUNTY OF SPOKANE )

On this 31<sup>st</sup> day of October, 2023, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared Joseph Ader to me known to be the individual that executed the foregoing instrument and acknowledged the said instrument to be free and his/her free and voluntary act and deed, for the uses and purposes therein mentioned.

Witness my hand and official seal hereto affixed the day and year first above written.



[Signature]  
Notary Public in and for the State of Washington, residing at  
Spokane

**General Application, completed and Signed:**

**Legal Descriptions:**

2002 E Mission Ave. Legal Descriptions:

Lot 1 and Lot 2, Block 81, AMENDED MAP OF SUBDIVISION OF SCHOOL SECTION 16, TOWNSHIP 25 NORTH, RANGE 43 EAST OF THE WILLAMETTE MERIDIAN, as per plat recorded in Volume D of Plats, Page 100, records of Spokane.

Situated in the City of Spokane, County of Spokane, State of Washington

Parcel Number: 35162.0121

2007 E Sinto Ave. Legal Description:

LOT 11 and LOT 12, Block 81, AMENDED MAP OF SUBDIVISION OF SCHOOL SECTION 16, TOWNSHIP 25 NORTH, RANGE 43 EAST OF THE WILLAMETTE MERIDIAN, as per plat recorded in Volume D of Plats, Page 100, records of Spokane.

Situated in the City of Spokane, County of Spokane, State of Washington

Parcel Number: 35162.0110

2012 E Mission Ave Legal Description:

LOT 3, BLOCK 81, AMENDED MAP OF SCHOOL SECTION 16, TOWNSHIP 25 NORTH, RANGE 43 EAST OF THE WILLAMETTE MERIDIAN, as per plat recorded in Volume D of Plats, Page 100;

Situated in the City of Spokane, County of Spokane, State of Washington

Parcel Number: 35162:0122

2018 E Mission Ave Legal Description:

Abbreviated Legal: L4 & ptn L5 B 81 Amend Sub of School Section 16-25-43

Parcel Number: 35162.0111



**Threshold Review Application for Comprehensive Plan Amendments**

Comprehensive Plan or Land Use Code Amendment Pre- Application: Attached

Comprehensive Plan or Land Use Code Amendment Application: Attached

## City of Spokane Comprehensive Plan Documents

### Property Addresses (Parcel #) & Summary of Change:

2002 E Mission Ave. (1420 N Napa St), (Parcel 35162.0121) = Increase Height from 35 to 40 ft

2012 E Mission Ave., (Parcel 35162.0122) = Change from R to OR-40

2018 E Mission Ave. (Parcel 35162.0111) = Change from R to OR-40

2007 E Sinto Ave. (Parcel 35162.0110) = Change from R to OR-40

### **Predevelopment Meeting Summary:**

On October 10th Joe Ader from Family Promise of Spokane met with Kevin Freibott and Brandon Whitmarsh with the City of Spokane to discuss comprehensive plan amendment options for Family Promise's properties along Mission and Napa. While Family Promise has not created a master plan for the site yet, they do know that they would like to have office space and a potential childcare and additional residential options on the site. During that discussion it was decided that the best option with the neighboring residential zoning would be to look at an Office Retail Comprehensive Plan Amendment as it would fit the best between neighborhood retail to the west and north and residential to the east and south of the properties.

### **Pre-application meeting correspondence with neighborhood council:**

On October 10th Joe Ader spoke with Colleen Gardner, the Non-Profit Liasson from the Chief Garry Park Neighborhood Council about the Comprehensive Plan Amendment. He then presented the Comprehensive Plan Amendment proposal at the Chief Garry Park Neighborhood Council meeting on Wednesday October 18th. The neighborhood plans on writing a letter of support for the Comprehensive Plan Amendment. See email attached.



# Comprehensive Plan or Land Use Code Amendment

Pre-Application

Rev.20180102

## DESCRIPTION OF THE PROPOSED AMENDMENT:

*(Please check the appropriate box(es))*

- |   |   |
|---|---|
| <input type="checkbox"/> Comprehensive Plan Text Change | <input checked="" type="checkbox"/> Land Use Designation Change |
| <input type="checkbox"/> Regulatory Code Text Change    | <input type="checkbox"/> Area-Wide Rezone                       |

**Please respond to these questions on a separate piece of paper. Incomplete answers may jeopardize your application's chances of being reviewed during this amendment cycle.**

### 1. General Questions *(for all proposals):*

- a. Summarize the general nature of the proposed amendment.
- b. Why do you feel this change is needed?
- c. In what way(s) is your proposal similar to or different from the fundamental concepts contained in the comprehensive plan?
- d. For text amendments: What goals, policies, regulations or other documents might be changed by your proposal?
- e. For map amendments:
  1. What is the current Land Use designation and zoning for each affected parcel?
  2. What is the requested Land Use designation and zoning for each affected parcel?
  3. Describe the land uses surrounding the proposed amendment site(s); e.g. land use type, vacant/occupied, etc.
- f. Do you know of any existing studies, plans or other documents that specifically relate to or support your proposal?
- g. Why did you decide to pursue a comprehensive plan amendment rather than address your concern through some other aspect of the Development Services department's work program (e.g. neighborhood planning, public input on new regulations, etc.)?
- h. Has there been a previous attempt to address this concern through a comprehensive plan amendment?
 

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
------------------------------	--
- i. If yes, please answer the following questions:
  1. When was the amendment proposal submitted?
  2. Was it submitted as a consistent amendment or an inconsistent amendment?
  3. What were the Plan Commission recommendation and City Council decision at that time?
  4. Describe any ways that this amendment proposal varies from the previously considered version.

## Comprehensive Plan or Land Use Code Amendment Pre-Application

Description of the Proposed Amendment:

- Land Use Designation Change

### 1. General Questions:

- a. Summarize the general nature of the proposed amendment.
  - i. The proposed amendment will increase the allowable height of one parcel from 35 to 40 feet and will change the land use and zoning designations of three adjacent properties from Residential Low to Office and RSF to OR 40.
- b. Why do you feel this change is needed?
  - i. The change will allow the property owner the option to add a third floor to the property at 2002 E Mission and include a slanted roof to allow for better drainage should they desire in the future.
  - ii. The zoning change on the three adjacent properties will bring the parking lot at 2007 E Sinto into conforming standards and will allow for the property owner the option to utilize the properties at 2012 and 2018 E Mission for office and/or childcare usages in the future, as well is bring the allowable maximum height into alignment with the adjacent property.
- c. In what way(s) is your proposal similar to or different from the fundamental concepts contained in the comprehensive plan?
  - i. This proposal is in alignment with the comprehensive plan which states, "the Office designation usually indicates freestanding small office sites and larger sites with two or more buildings located along arterial streets or intersections or as a buffer adjacent to residential areas." The proposed Office Retail usages are compatible and provide a buffer between residential and commercial land uses within a community.
  - ii. Additionally, the comprehensive plan calls for transportation oriented development. With the new Central City Bus line stop on the corner of Mission and Napa these proposed land uses encourage greater transportation oriented development within a two minute walk to the public transit stop.
- d. For text amendments: What goals, policies, regulations or other documents might be changed in the comprehensive plan?
  - i. N/A
- e. For Map Amendments:
  1. What is the current Land Use designation and zoning for each affected parcel?
    - Parcel 35162.0121 = Land Use: Mini Center, Zoning: NR-35
    - Parcel 35162.0110 = Land Use: Residential 4-10, Zoning: RSF
    - Parcel 35162.0122 = Land Use: Residential 4-10, Zoning: RSF
    - Parcel 35162.0111 = Land Use: Residential 4-10, Zoning: RSF
  2. What is the requested Land Use designation and zoning for each affected parcel?

- Parcel 35162.0121 = Land Use: Mini Center, Zoning: NR-40
- Parcel 35162.0110 = Land Use: Office, Zoning: OR-40
- Parcel 35162.0122 = Land Use: Office, Zoning: OR-40
- Parcel 35162.0111 = Land Use: Office, Zoning: OR-40

3. Describe the land uses surrounding the proposed amendment sites:

- To the North and West of Parcel 35162.0121 is Mini Center, with a zoning of NR-35. North are a gas station, two story residential home and a one story residential home. To the West is a convenience store.
- To the South and East of Parcels 35162.110, 35162.122, and 35162.0111 are residential land uses. Additionally, to the north across Mission Ave are residential uses.

- f. Do you know of Any existing studies, plans of other documents that specifically relate to of support your proposal?
  - i. No
- g. Why did you decide to pursue a comprehensive plan amendment rather than address your concern through some other aspect of the Development Services department's work program?
  - i. The Comprehensive Plan Amendment is the process designed to make changes in the land use and zoning map of a specific area.
- h. Has there been a previous attempt to address this concern through a comprehensive plan amendment?
  - i. No
- i. If yes, please answer the following questions: N/A



# Comprehensive Plan or Land Use Code Amendment

## Application

**DESCRIPTION OF THE PROPOSED AMENDMENT** Please check the appropriate box(es):

*(Inconsistent Amendments will only be processed every other year beginning in 2005.)*

- |   |   |
|---|---|
| <input type="checkbox"/> Comprehensive Plan Text Change | <input checked="" type="checkbox"/> Land Use Designation Change |
| <input type="checkbox"/> Regulatory Code Text Change    | <input type="checkbox"/> Area-wide Rezone                       |

**Please respond to these questions on a separate piece of paper. Incomplete answers may jeopardize your application's chances of being reviewed during this amendment cycle.**

**1. General Questions (for all proposals):**

- a. Describe the nature of the proposed amendment and explain why the change is necessary.
- b. How will the proposed change provide a substantial benefit to the public?
- c. Is this application consistent or inconsistent with the Comprehensive Plan goals, objectives and policies? Describe and attach a copy of any study, report or data, which has been developed that supports the proposed change and any relevant conclusions. If inconsistent please discuss how the analysis demonstrates that changed conditions have occurred which will necessitate a shift in goals and policies.
- d. Is this application consistent or inconsistent with the goals and policies of state and federal legislation, such as the Growth Management Act (GMA) or environmental regulations? If inconsistent, describe the changed community needs or priorities that justify such an amendment and provide supporting documents, reports or studies.
- e. Is this application consistent with the Countywide Planning Policies (CWPP), the comprehensive plans of neighboring jurisdictions, applicable capital facilities or special district plans, the Regional Transportation Improvement District, and official population growth forecasts? If inconsistent please describe the changed regional needs or priorities that justify such an amendment and provide supporting documents, reports or studies.
- f. Are there any infrastructure implications that will require financial commitments reflected in the Six-Year Capital Improvement Plan?
- g. Will this proposal require an amendment to any supporting documents, such as development regulations, Capital Facilities Program, Shoreline Master Program, Downtown Plan, critical areas regulations, any neighborhood planning documents adopted after 2001, or the Parks Plan? If yes, please describe and reference the specific portion of the affected plan, policy or regulation.
- h. If this proposal is to modify an Urban Growth Area (UGA) boundary, please provide a density and population growth trend analysis. Changes to the Urban Growth Area may occur only every five years and when the Board of County Commissioners (BoCC) reviews all UGA's countywide.

**2. For Text Amendments:**

- a. Please provide a detailed description and explanation of the proposed text amendment. Show proposed edits in "line in/line out" format, with text to be added indicated by underlining, and text to be deleted indicated with ~~strikeouts~~.
- b. Reference the name of the document as well as the title, chapter and number of the specific goal, policy or regulation proposed to be amended/added.

**3. For Map Change Proposals:**

- a. Attach a map of the proposed amendment site/area, showing all parcels and parcel numbers.
- b. What is the current land use designation?
- c. What is the requested land use designation?
- d. Describe the land uses surrounding the proposed amendment site (land use type, vacant/occupied, etc.)

## Comprehensive Plan or Land Use Code Amendment Application

Description of the Proposed Amendment:

- Land Use Designation Change

### 1. General Questions:

- a. Describe the nature of the proposed amendment and explain why the change is necessary.
  - i. The proposed amendment will increase the allowable height of 2002 E Mission from 35 feet to 40 feet and will change the land use designations and zoning of three adjacent properties from RSF to Office and from R to OR 40.
  - ii. The land use and zoning changes are in alignment with the Comprehensive plan to provide office space as a buffer between residential parcels and commercial properties in the neighborhood. Additionally, this change will bring the parking lot at 2007 E Sinto into conforming use with the land use and zoning maps. The change will give the property owner the option to utilize the properties at 2012 and 2018 E Mission for office, childcare, or housing usages in the future which could support the community services provided on the adjacent property. This change will bring the allowable maximum height into alignment with the adjacent property and follows a focus on transportation oriented development by placing these office uses within 150 feet of the new Central City Line bus stop, which will encourage greater public transit usage.
- b. How will the proposed change provide a substantial benefit to the public?
  - i. The changes will allow the property owner, Family Promise of Spokane, to create a hub for community services they offer to the children and families they serve. This change will allow the possibility of providing childcare options on site, as well as a community playground, office space and additional housing options. The proximity to public transit outside of the downtown core will best serve these families in need. Also, the upgrades to the properties will enhance the value of neighboring properties in the community.
- c. Is this application consistent or inconsistent with the Comprehensive Plan goals, objectives and policies?
  - i. This proposal is consistent with the comprehensive plan which states, "the Office designation usually indicates freestanding small office sites and larger sites with two or more buildings located along arterial streets or intersections or as a buffer adjacent to residential areas." The proposed Office land use and Office Retail zoning are compatible and provide a buffer between residential and commercial land uses within the neighborhood.



- ii. Additionally, the comprehensive plan calls for transportation oriented development. With the new Central City Bus Line stop on the corner of Mission and Napa these proposed land uses encourage greater transportation oriented development within 150 feet of a public transit stop, which should encourage greater public transit usage.
  - d. Is the application consistent or inconsistent with the goals and policies of state and federal legislation, such as the Growth Management Act (GMA) or environmental regulations?
    - i. The application is consistent with the goals and policies of state and federal legislation as it will encourage responsible high density infill development on existing developed properties compatible with surrounding land uses.
  - e. Is the application consistent with the Countywide Planning Policies (CWPP), the comprehensive plans of neighboring jurisdictions, applicable capital facilities or special district plans, the Regional Transportation Improvement District, and official population forecasts?
    - i. Yes
  - f. Are there any infrastructure implications that will require financial commitments reflected in the Six-Year Capital Improvement Plan?
    - i. No
  - g. Will this proposal require an amendment to any supporting documents, such as development regulations, Capital Facilities Program, Shoreline Master Program, Downtown Plan, critical areas regulations, any neighborhood planning documents adopted after 2001, or the Parks Plan?
    - i. No
  - h. If this proposal is to modify an Urban Growth Area (UGA) boundary, please provide a density and population growth trend analysis.
    - i. N/A
2. For Text Amendments: N/A
3. For Map Change Proposals:
- a. Attach a map of the proposed amendment site/are, showing all parcels and parcel numbers.
  - b. What is the current land use designation?
    - i. Parcel 35162.0121 = Land Use: Mini Center, Zoning: NR-35
    - ii. Parcel 35162.0110 = Land Use: Residential 4-10, Zoning: RSF
    - iii. Parcel 35162.0122 = Land Use: Residential 4-10, Zoning: RSF
    - iv. Parcel 35162.0111 = Land Use: Residential 4-10, Zoning: RSF
  - c. What is the requested land use designation?
    - i. Parcel 35162.0121 = Land Use: Mini Center, Zoning: NR-40
    - ii. Parcel 35162.0110 = Land Use: Office, Zoning: OR-40
    - iii. Parcel 35162.0122 = Land Use: Office, Zoning: OR-40
    - iv. Parcel 35162.0111 = Land Use: Office, Zoning: OR-40

- d. Describe the land uses surrounding the proposed amendment site.
  - i. To the North and West of Parcel 35162.0121 is Mini Center, with a zoning of NR-35. North are a gas station, two story residential home and a one story residential home. To the West is a convenience store.
  - ii. To the South and East of Parcels 35162.110, 35162.122, and 35162.0111 are residential land uses. Additionally, to the north across Mission Ave are residential uses.

- Environmental Checklist, if required under SMC Chapter 17E.050: Not Required at this time**
- Additional materials: None**
- For a Map amendment, (2) paper copies and one PDF (formatted for posting and emailing) of the site plan, drawn to a minimum scale of 1"=100', on a sheet no larger than 24"x36", which includes all of the following:**



# Notification Map Application

Rev.20180102

## DESCRIPTION OF PROPOSAL:

*The proposed amendment will increase the allowable height of one parcel from 35 to 40 feet and will change land use and zoning designations for three adjacent properties from Residential Low to Office and R5C to OM40 respectively.*

## ADDRESS SITE OF PROPOSAL: (if not assigned yet, obtain address from Public Works before submitting application)

*2002 E Mission Ave., 2007 E Sinto Ave., 2012 E Mission Ave., 2018 E Mission Ave*

## APPLICANT

Name: *Family Promise of Spokane*

Address: *2002 E Mission Ave. Spokane WA 99202*

Email Address: *509-747-5487* Phone: *jader@familypromiseofspokane.org*

## PROPERTY OWNER

Name: *Family Promise of Spokane*

Address: *2002 E Mission Ave. Spokane WA 99202*

Email Address: *509-747-5487* Phone: *jader@familypromiseofspokane.org*

## AGENT

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**ASSESSOR'S PARCEL NUMBERS:** 35162.0121, 35162.0110, 35162.0122, 35162.0111

**LEGAL DESCRIPTION OF SITE:** (See Legal Descriptions Attached)

**SIZE OF PROPERTY:** 54,838 Square feet

**LIST SPECIFIC PERMITS REQUESTED IN THIS APPLICATION:**

Comprehensive Plan Amendment

**DOES OWNER/APPLICANT OWN PROPERTY ADJACENT TO SUBJECT PROPERTY?** If yes, provide all parcel numbers.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

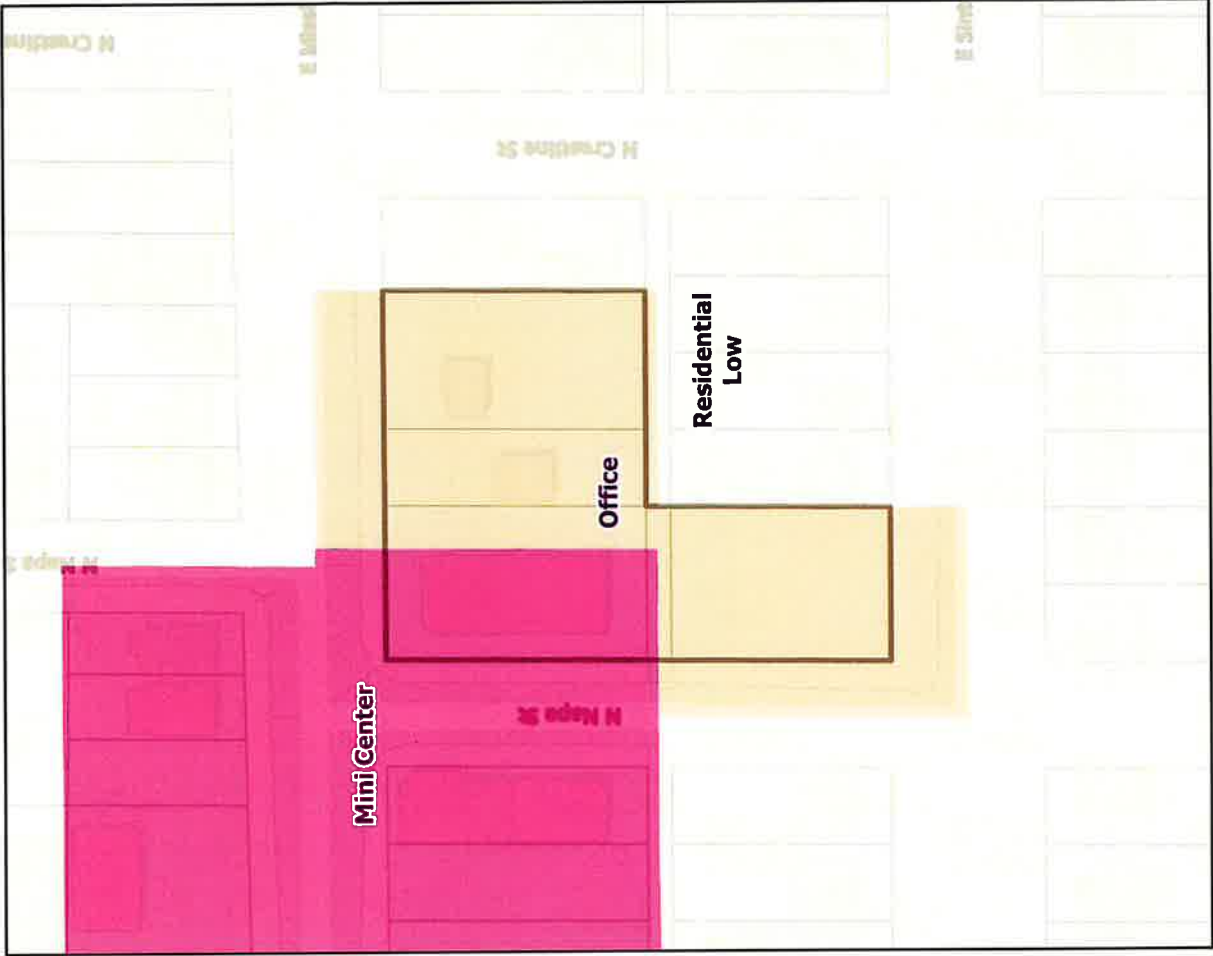
I acknowledge, as a part of this application, that I am responsible for all notification requirements as described in SMC 17G.060. for public hearing and community meeting. Copies of these instructions are available from the Development Services Department or on [www.spokaneplanning.org](http://www.spokaneplanning.org).

**SUBMITTED BY:**

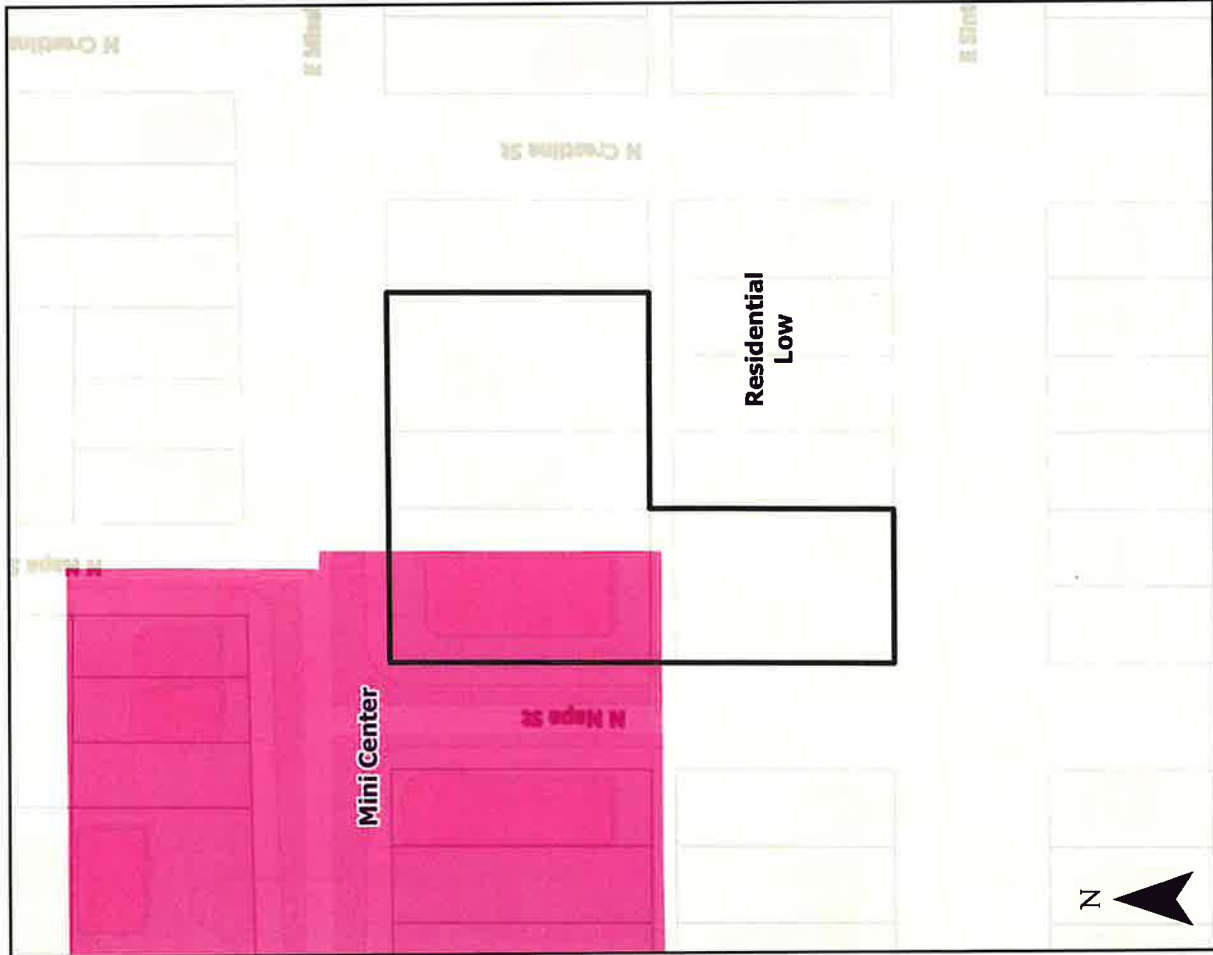
Family Promise of Spokane

- Applicant     Property Owner     Property Purchaser     Agent

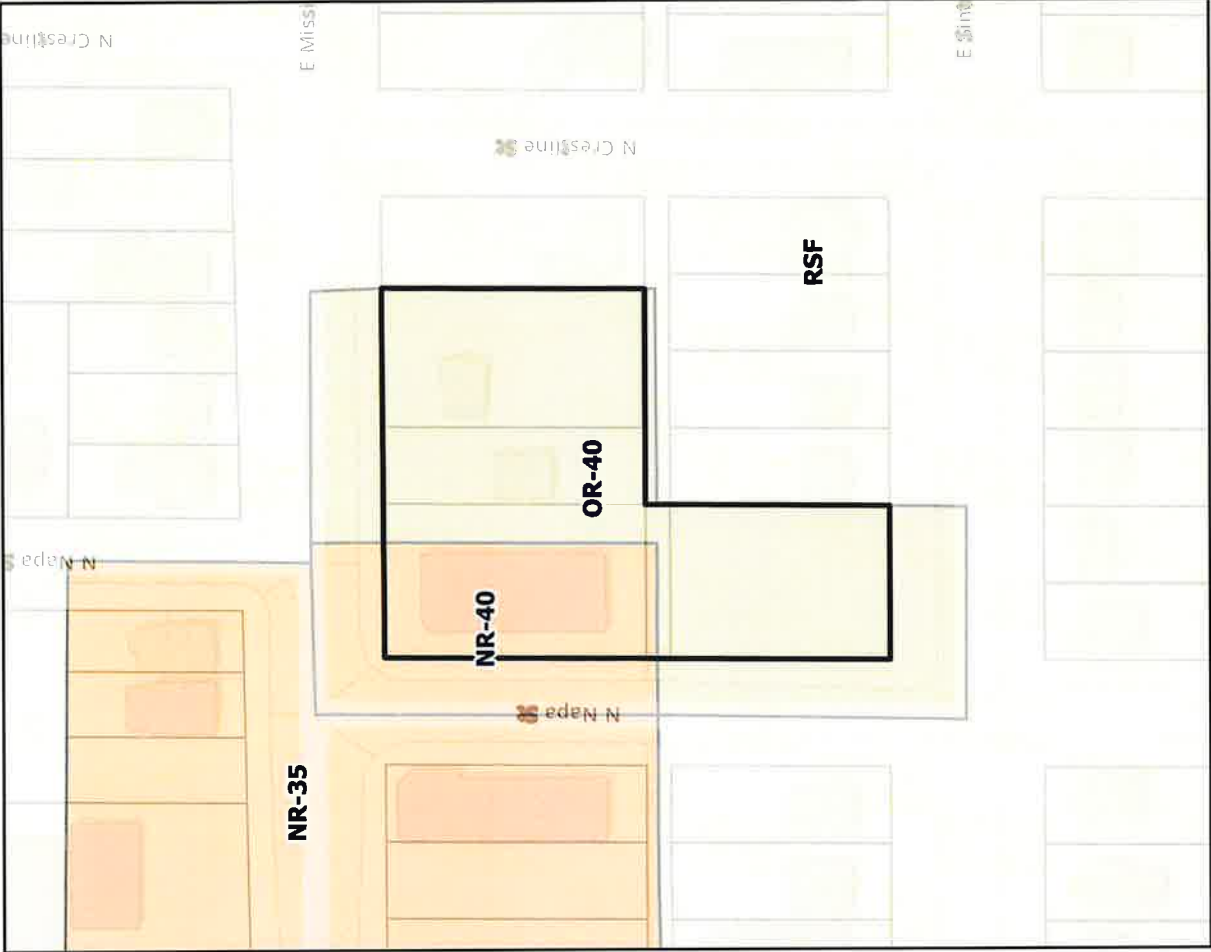
New Land Use



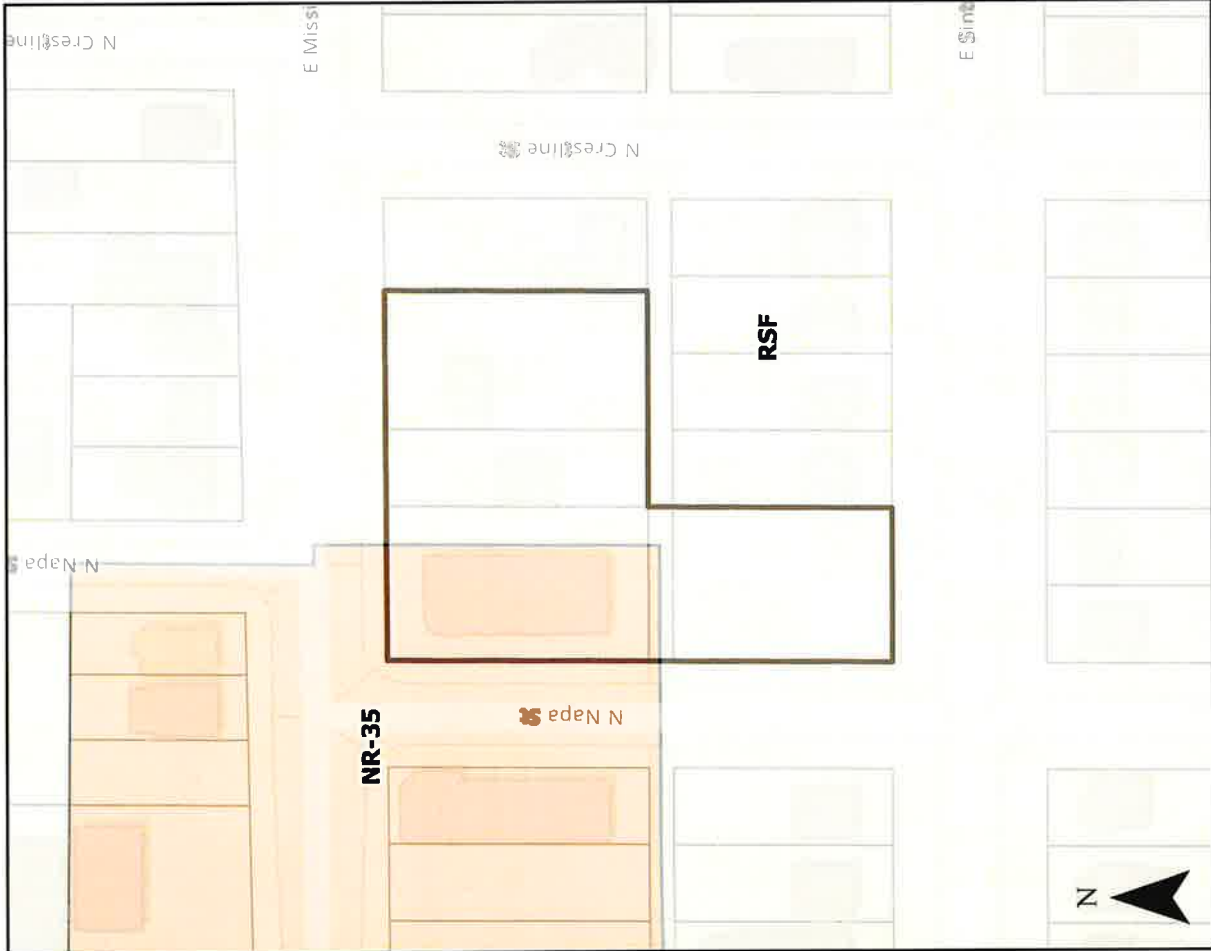
Existing Land Use



**New Zoning**



**Existing Zoning**



From: Joe Ader <jader@familypromiseofspokane.org>

Sent: Wednesday, November 15, 2023 6:57 PM

To: Whitmarsh, Brandon <bwhitmarsh@spokanecity.org>

Cc: Dianne Delorme <ddelorme@familypromiseofspokane.org>; Teddy Brinosa <tbrinosa@familypromiseofspokane.org>; Freibott, Kevin <kfreibott@spokanecity.org>

Subject: Re: Application File Z23-474COMP -- Mission & Sinto CPA

Importance: Low

Exhibit F, File Z23-474COMP

[CAUTION - EXTERNAL EMAIL - Verify Sender]

The entire parcel to be NR 40 please.

**Joe Ader**

Executive Director

Main Office: 509-747-5487

Work: 509-747-5487 Cell: 509-818-7587

[www.familypromiseofspokane.org](http://www.familypromiseofspokane.org)



Family Promise of Spokane is committed to equipping families and communities to end the cycle of homelessness.

Family Promise of Spokane does not discriminate on the basis of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation, including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities.

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On Wed, Nov 15, 2023 at 2:45 PM Whitmarsh, Brandon <bwhitmarsh@spokanecity.org> wrote:

Good afternoon Joe,

I have been reviewing your application for technical completeness and ran into a question. In looking at our land use and zoning maps, it looks like parcel 35162.0121 (2002 E Mission Ave) is zoned partially Neighborhood Retail(NR) and partially Residential Single Family(RSF). I wanted clarify whether you wanted the 40ft height to just be applied in the existing NR area and Office Retail applied on the eastern portion of the parcel or if you would like the entire parcel to be the NR-40 zoning.



Thank you,



Brandon Whitmarsh (he/him) | City of Spokane | Planner I | Planning & Economic Development

509.625.6846 | dept. 509.625.6500 | [bwhitmarsh@spokanecity.org](mailto:bwhitmarsh@spokanecity.org) | [spokanecity.org](http://spokanecity.org)





Joe Ader &lt;jader@familypromiseofspokane.org&gt;

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## October Chief Garry Park General Meeting

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Colleen Gardner &lt;kelcag72@gmail.com&gt;

Mon, Oct 30, 2023 at 12:51 PM

To: Joe Ader &lt;jader@familypromiseofspokane.org&gt;

Cc: Krista Anderson &lt;chiefgarryparknc@gmail.com&gt;, Luc Jasmin &lt;luc.jasmin@gmail.com&gt;

This message is to confirm that Joe Ader, the Executive Director of Family Promise spoke to me individually, as the liaison to the non-profits for Chief Garry Park and also did a presentation to the full neighborhood council at our monthly meeting held on Oct 18th, 2023., 6:30pm [1831 E Mission Ave, Spokane](#).

Mr. Ader presented the Comprehensive Plan Amendment to change zoning at [2012 E Mission](#), [2018 E Mission](#) and [2007 E Sinto](#) from Residential to Office Retail 40 and increase the height at [2002 E Mission](#) from 35 to 40 feet, which would allow us to potentially use the properties for office, childcare, or at some point in the future add a third story with a slanted roof to our property on Mission and Napa.

The neighborhood council agreed that they would discuss a letter in support of the changes.

Respectfully,

Colleen Gardner

Liaison to the non-profits Chief Garry Park

[Quoted text hidden]

**State Environmental Policy Act (SEPA)  
ENVIRONMENTAL CHECKLIST**File No. Z23-474COMP**PLEASE READ CAREFULLY BEFORE COMPLETING THE CHECKLIST!****Purpose of Checklist:**

The State Environmental Policy Act (SEPA) chapter 43.21C RCW, requires all governmental agencies to consider the environmental impacts of a proposal before making decisions. An Environmental Impact Statement (EIS) must be prepared for all proposals with probable significant adverse impacts on the quality of the environment. The purpose of this checklist is to provide information to help you and the agency identify impacts from your proposal (and to reduce or avoid impacts from the proposal, if it can be done) and to help the agency decide whether an EIS is required.

**Instructions for Applicants:**

This environmental checklist asks you to describe some basic information about your proposal. Governmental agencies use this checklist to determine whether the environmental impacts of your proposal are significant, requiring preparation of an EIS. Answer the questions briefly, with the most precise information known, or give the best description you can.

You must answer each question accurately and carefully, to the best of your knowledge. In most cases, you should be able to answer the questions from your own observations or project plans without the need to hire experts. If you really do not know the answer, or if a question does not apply to your proposal, write "do not know" or "does not apply." Complete answers to the questions now may avoid unnecessary delays later.

Some questions ask about governmental regulations, such as zoning, shoreline, and landmark designations. Answer these questions if you can. If you have problems, the governmental agencies can assist you.

The checklist questions apply to all parts of your proposal, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

**Use of checklist for nonproject proposals:**

Complete this checklist for nonproject proposals, even though questions may be answered "*does not apply.*"

IN ADDITION, complete the SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS (Part D).

For nonproject actions, the references in the checklist to the words "project," "applicant," and "property or site" should be read as "proposal," "proposer," and "affected geographic area," respectively.

**A. BACKGROUND**

1. Name of proposed project: Z23-474COMP – Mission & Sinto
2. Applicant: City of Spokane
3. Address: 808 W Spokane Falls Blvd  
 City/State/Zip: Spokane, WA, 99201 Phone: (509) 625 - 6500  
 Agent or Primary Contact: Brandon Whitmarsh, Planning and Economic Development Department  
 Address: 808 W Spokane Falls Blvd  
 City/State/Zip: Spokane, WA, 99201 Phone: (509) 625 - 6846  
 Location of Project: E Mission Ave to E Sinto Ave and N Napa St to N Crestline St  
 Address: 2002, 2012, 2018, and 2028 E Mission Ave and 2007 E Sinto Ave  
 Section: 16 Quarter: NW Township: 25N Range: 43E  
 Tax Parcel Number(s) 35162.0121, 35162.0122, 35162.0111, 35162.0105, and 35162.0110
4. Date checklist prepared: April 8, 2024
5. Agency requesting checklist: City of Spokane
6. Proposed timing or schedule (including phasing, if applicable): This proposal is one of a number of proposals being processed under the comprehensive plan amendment program. The applications are processed together and are currently anticipated to be at a City Council Hearing in November 2024. Once this non-project action is approved, the property owner could then develop under the new comprehensive plan designation and zoning categories of their properties, however such development is neither required nor approved by this comprehensive plan amendment.
7. a. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain. No specific plans are in place at this time, although the comprehensive plan amendment and concurrent rezone would allow for redevelopment of the proposal area to accommodate the growing need for emergency housing and supportive services for families experiencing homelessness.  
 b. Do you own or have options on land nearby or adjacent to this proposal? If yes, explain. Family Promise of Spokane does not own any property adjacent to or in the immediate vicinity of the proposal area.
8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal. No environmental information has been prepared or is planned to be prepared apart from this SEPA Checklist. If future actions on the site require environmental review, it will be done at the time of development, pursuant to existing Spokane Municipal Code requirements.

- 
9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain. None.
10. List any government approvals or permits that will be needed for your proposal, if known. No other government approvals or permits are needed for this non-project action except the approval of the comprehensive plan amendment and concurrent rezone by the Spokane City Council. Any future development of the proposal area would require a building permit.
11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. Family Promise of Spokane is a community organization working to end the cycle of homelessness by supporting homeless families through the provision of emergency housing, supportive services, and connection to permanent housing. The proposed comprehensive plan amendment and concurrent zoning changes are intended to provide long term flexibility for Family Promise of Spokane to expand their services on these properties, which will likely include some type of redevelopment. At this time, there are no known specifics about the scale or timeline of the development. Any development will be required to meet the uses allowed and site development standards in place at the time of application for the building permit(s). Generally, if the proposal were to be adopted by City Council, the uses in the proposal area could include, among others, emergency housing, retail, office, and childcare facilities.
12. Location of the proposal: Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit application related to this checklist. This non-project action proposal is located in the Chief Garry Park neighborhood of Spokane, Washington on five parcels, totaling approximately 1.5 acres. The proposal area includes 2002, 2012, 2018, and 2028 E Mission Ave as well as 2007 E Sinto Ave. The properties are bounded by E Mission Ave, E Sinto Ave, N Napa St, and N Crestline St. NW quarter of Section 16, Township 25N, Range 43E.

13. Does the proposed action lie within the Aquifer Sensitive Area (ASA)? The General Sewer Service Area? The Priority Sewer Service Area? The City of Spokane? (See: Spokane County's ASA Overlay Zone Atlas for boundaries.) The proposal is within the ASA, the General Sewer Service Area, and the City of Spokane.

14. The following questions supplement Part A.

a. Critical Aquifer Recharge Area (CARA) / Aquifer Sensitive Area (ASA)

(1) Describe any systems, other than those designed for the disposal of sanitary waste installed for the purpose of discharging fluids below the ground surface (includes systems such as those for the disposal of stormwater or drainage from floor drains). Describe the type of system, the amount of material to be disposed of through the system and the types of material likely to be disposed of (including materials which may enter the system inadvertently through spills or as a result of firefighting activities). Not applicable, this is a non-project action.

(2) Will any chemicals (especially organic solvents or petroleum fuels) be stored in aboveground or underground storage tanks? If so, what types and quantities of material will be stored? Not applicable, this is a non-project action.

(3) What protective measures will be taken to ensure that leaks or spills of any chemicals stored or used on site will not be allowed to percolate to groundwater. This includes measures to keep chemicals out of disposal systems. None. This is a non-project action.

(4) Will any chemicals be stored, handled or used on the site in a location where a spill or leak will drain to surface or groundwater or to a stormwater disposal system discharging to surface or groundwater? Not applicable, this is a non-project action.

b. Stormwater

(1) What are the depths on the site to groundwater and to bedrock (if known)? Unknown, this is a non-project action.

(2) Will stormwater be discharged into the ground? If so, describe any potential impacts. Not

applicable, this non-project action will not directly discharge stormwater.

## B. ENVIRONMENTAL ELEMENTS

### 1. Earth

a. General description of the site (check one):

Flat     Rolling     Hilly     Steep slopes     Mountainous

Other: \_\_\_\_\_

b. What is the steepest slope on the site (approximate percent slope)? This non-project action will not directly modify the topography of the proposal area.

c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils. The proposal area has Garrison Gravelly Loam soil with no agricultural significance. This non-project action will not directly result in the movement of any soils.

d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe. No known unstable soils.

e. Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill: Not applicable, this is a non-project action.

f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe. No construction will occur as part of this proposal. This is a non-project action.

g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt, or buildings)? Not applicable, this is a non-project action.

h. Proposed measures to reduce or control erosion or other impacts to the earth, if any: None.

### 2. Air

a. What type of emissions to the air would result from the proposal during construction, operation, and

maintenance when the project is completed? If any, generally describe and give approximate quantities if known. Not applicable, this is a non-project action.

- b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe. Not applicable, this is a non-project action.
- c. Proposed measures to reduce or control emissions or other impacts to air, if any: None.

### 3. Water

#### a. SURFACE WATER:

- (1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into. There are no surface waterbodies on or in the immediate vicinity of the proposal area.
- (2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans. This proposal is a non-project action and there are no surface waterbodies within 200 feet of the proposal area.
- (3) Estimate the amount of fill and dredge material that would be placed in or removed from the surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material. Not applicable, this is a non-project action.
- (4) Will the proposal require surface water withdrawals or diversions? If yes, give general description, purpose, and approximate quantities if known. None, this is a non-project action.
- (5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan. No.
- (6) Does the proposal involve any discharge of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge. Not applicable, this is a non-project action.

#### b. GROUNDWATER:

- (1) Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the

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well. Will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known. Not applicable, this is a non-project action. Furthermore, the City of Spokane does not permit new wells within City limits—all future projects would be required to be served by City water, as the site is now.

- (2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals...; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve. None, this is a non-project action. The City requires that all development connect to existing sewer service at the time of development or renovations of existing uses.

c. WATER RUNOFF (INCLUDING STORMWATER):

- (1) Describe the source of runoff (including stormwater) and method of collection and disposal if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe. Any stormwater generated by the site is currently collected by the City's stormwater drainage system, where it is then transmitted to the sewer treatment plant. Any new construction, if it were to occur, would be required to conform to the City's existing stormwater management requirements at time of development, including possible inclusion of features like retention ponds and filtration.

- (2) Could waste materials enter ground or surface waters? If so, generally describe. Not applicable, this is a non-project action.

- (3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe. No, this is a non-project action.

- d. PROPOSED MEASURES to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any. None.

**4. Plants**

- a. Check the type of vegetation found on the site:

Deciduous tree:  alder  maple  aspen

Other: coffee trees



Evergreen tree:  fir  cedar  pine

Other: \_\_\_\_\_

Shrubs  Grass  Pasture  Crop or grain

Orchards, vineyards or other permanent crops

Wet soil plants:  cattail  buttercup  bullrush  skunk cabbage

Other: \_\_\_\_\_

Water plants:  water lily  eelgrass  milfoil

Other: \_\_\_\_\_

Other types of vegetation: \_\_\_\_\_

b. What kind and amount of vegetation will be removed or altered? No vegetation would be removed as part of the non-project action.

c. List threatened and endangered species known to be on or near the site. No threatened or endangered plant species known to be on or near the proposal area.

d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any: Not applicable, this is a non-project action.

e. List all noxious weeds and invasive species known to be on or near the site. No noxious weeds or invasive species known to be on or near the proposal area.

## 5. Animals

a. Check and List any birds and other animals which have been observed on or near the site or are known to be on or near the site:

Birds:  hawk  heron  eagle  songbirds

Other: General small birds seen in urban areas.

Mammals:  deer  bear  elk  beaver

Other: \_\_\_\_\_

Fish:  bass  salmon  trout  herring  shellfish

Other: \_\_\_\_\_

Other (not listed in above categories): \_\_\_\_\_

- b. List any threatened or endangered animal species known to be on or near the site. No threatened or endangered species are known to be on or near the proposal area.
- c. Is the site part of a migration route? If so, explain. Not known, this is a non-project action.
- d. Proposed measures to preserve or enhance wildlife, if any: None. This is a non-project action.
- e. List any invasive animal species known to be on or near the site. No invasive animal species known to be on or near the proposal area.

## 6. Energy and natural resources

- a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc. Not applicable, this is a non-project action. Future development related to this proposal would likely have additional energy demands, but they are unknown at this time, nor is it known if they would exceed or reduce the current energy demands of the site.
- b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe. As part of the proposal, the maximum height on one parcel (35162.0121) would be increased to 40ft, 5 feet above the current maximum for that parcel. While this represents an increase in height, 40ft is consistent with the allowed height for all adjacent properties, aside from those separated from the proposal area by arterial streets. As such, the proposal is not expected to affect the use of solar energy by any adjacent parcels.
- c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any: None.

## 7. Environmental health

- a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste that could occur as a result of this proposal? If so, describe. None known, this is a non-project action.

- (1) Describe any known or possible contamination at the site from present or past uses. No known contamination on site from present or past uses.
- (2) Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity. None known, this is a non-project action.
- (3) Describe any toxic or hazardous chemicals/conditions that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project. Not applicable, this is a non-project action.
- (4) Describe special emergency services that might be required. None known. This is a non-project action.
- (5) Proposed measures to reduce or control environmental health hazards, if any: None.

## b. NOISE:

- (1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)? Typical urban noise sources, such as vehicle traffic. No significant or unusual noise is expected or known on the site.
- (2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site. Not applicable, this is a non-project action. Future development of the site could create construction noise on a short-term basis, but no long-term, operational noises are expected or known.
- (3) Proposed measure to reduce or control noise impacts, if any: None.

**8. Land and shoreline use**

- a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe. There are a number of uses within the proposal area. The commercial property at 2002 E Mission Ave currently operates as an emergency shelter with supportive services(Family Promise of Spokane). 2012 and 2018 E Mission Ave are single unit structures which are being used for emergency housing associated with Family Promise.

2024 E Mission Ave is an owner-occupied single unit home. 2027 E Sinto Ave is an unimproved parking lot used in association with the operations of Family Promise. This non-project action would allow for more intense development in the proposal area in the future, but is not anticipated to have any direct impact on the surrounding property uses.

- b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use? The non-project proposal area does not have working farmlands or forest and would not interfere with any long-term commercially significant agricultural land.
- 1) Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how: No. There are no such lands or operations within the project vicinity.
- c. Describe any structures on the site. The proposal area includes three detached single unit homes developed between 1905 and 1919 as well as a commercial building built in 1946.
- d. Will any structures be demolished? If so, which? Not applicable, this is a non-project action and is not anticipated to result in the demolition of any structures at this time.
- e. What is the current zoning classification of the site? A portion of parcel 35162.0121 is zoned Neighborhood Retail – 35 feet and the remainder of the proposal area is zoned R1.
- f. What is the current comprehensive plan designation of the site? A portion of parcel 35162.0121 is designated Mini Center, while the remainder of the proposal area is designated Residential Low.
- g. If applicable, what is the current shoreline master program designation of the site? Not applicable
- h. Has any part of the site been classified as a critical area by the city or the county? If so, specify. This proposal is located in the Aquifer Sensitive Area but is otherwise not designated as a critical area.

- i. Approximately how many people would reside or work in the completed project? Not applicable, this is a non-project action.
- j. Approximately how many people would the completed project displace? See the answer to question d above—this proposal would not directly result in any displacement of homes or people.
- k. Proposed measures to avoid or reduce displacement impacts, if any: None.
- l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any: None. This is a non-project action.
- m. Proposed measures to ensure the proposal is compatible with nearby agricultural and forest lands of long-term commercial significance, if any: None.

## 9. Housing

- a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing. Not applicable, this is a non-project action. Future development related to this proposal would likely be emergency housing for families experiencing homelessness. The number of units that may be developed in the future is unknown at this time.
- b. Approximately how many units, if any, would be eliminated? Indicate whether high-, middle- or low-income housing. Not applicable, this is a non-project action. A majority of the current structures are being used as emergency housing. Future development could result in the temporary loss of units, but as Family Promise has stated their intent to use these properties for such a use in the future, any loss of units would be mitigated by their replacement soon after. Regardless, as this project is a non-project action, direct loss of any units is not anticipated as a result of this proposal.
- c. Proposed measures to reduce or control housing impacts, if any: None at this time. If future development eliminated housing on the proposal site, it would likely be for the development of more housing and supportive services.

## 10. Aesthetics

- a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed? Not applicable, this is a non-project action.

b. What views in the immediate vicinity would be altered or obstructed? Not applicable, this is a non-project action.

c. Proposed measures to reduce or control aesthetic impacts, if any: None.

### 11. Light and Glare

a. What type of light or glare will the proposal produce? What time of day would it mainly occur? Not applicable, this is a non-project action.

b. Could light or glare from the finished project be a safety hazard or interfere with views? N/A, this is a non-project action.

c. What existing off-site sources of light or glare may affect your proposal? As the site is surrounded by existing single-family homes and minor commercial properties, no significant impacts from light onto the project site would occur.

d. Proposed measures to reduce or control light and glare impacts, if any: None

### 12. Recreation

a. What designated and informal recreational opportunities are in the immediate vicinity? There are no designated recreational facilities in the immediate vicinity of the proposal. Two blocks west of the proposal area, Steven Elementary provides informal recreational opportunities outside of school hours.

b. Would the proposed project displace any existing recreational uses? If so, describe. Not applicable, this is a non-project action.

c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any: None.

### 13. Historic and cultural preservation

a. Are there any buildings, structures, or sites, located on or near the sited that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers located on or near the site? If so, specifically describe. The structures at 2002, 2012, 2018, and 2028 E Mission are all older than 45 years, with dates of construction ranging from 1905 to 1946. None of the structures or sites within the proposal area are known to be listed on any registers, nor are there any known

intentions to list them.

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- b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources. No known resources on or near the proposal area. No studies have been conducted. This is a non-project action.
- c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archaeology and historic preservation, archaeological surveys, historic maps, GIS data, etc. This proposal will be reviewed by tribes and local, state, and federal agencies in the agency comment period associated with this environmental checklist. No other methods are planned for this non-project action.
- d. Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required. None.

#### 14. Transportation

- a. Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any. The proposal area is served by E Mission Ave, E Sinto Ave, N Napa St, and N Crestline St. As a non-project action, there are no access changes proposed for this area at this time.
- b. Is site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop? Spokane Transit Authority (STA) serves the proposal area with Route 1(City Line) bus rapid transit service along E Mission Ave and Route 14 service along N Napa St and E Mission Ave.
- c. How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate? Unknown. There are no current plans for development in relation to this non-project comprehensive plan amendment and concurrent rezone. Future development would be subject to the parking minimums and maximums in SMC 17C.230, which are associated with the zoning and proposed use at the time of building permit application.

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- d. Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private). Not applicable, this is a non-project action. Future development would be subject to the engineering requirements in place at the time of permit application.
- e. Will the project or proposal use (or occur in the immediate vicinity of) water, rail or air transportation? If so, generally describe. Not applicable, this is a non-project action.
- f. How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and non-passenger vehicles). What data or transportation models were used to make these estimates? This is a non-project action. No change in vehicular trips will occur directly related to this action. Future redevelopment of the site under the new zoning category could increase non-commercial vehicle traffic, although members of the community served at this site are more likely to use the bus rapid transit service available along E Mission Ave than others.
- (Note: to assist in review and if known, indicate vehicle trips during PM peak, AM Peak, and Weekday (24 hours).)*
- g. Will the proposal interfere with, affect, or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, general describe. Not applicable, this is a non-project action.
- h. Proposed measures to reduce or control transportation impacts, if any: None

**15. Public services**

- a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe. This is a non-project action. Future development in the proposal area could be more intense than the current development and could therefore require more public services. No specifics are known at this time.
- b. Proposed measures to reduce or control direct impacts on public services, if any: None.

**16. Utilities**

- a. Check utilities currently available at the site:

electricity

natural gas



water

refuse service

telephone

sanitary sewer

septic system

Other: \_\_\_\_\_

- b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed: Not applicable, this is a non-project action.

**C. SIGNATURE**

I, the undersigned, swear under penalty of perjury that the above responses are made truthfully and to the best of my knowledge. I also understand that, should there be any willful misrepresentation or willful lack of full disclosure on my part, the *agency* must withdraw any determination of Nonsignificance that it might issue in reliance upon this checklist.

Date: May 1, 2024 Signature: *Brandon Whitmarsh*

**Please Print or Type:**

Proponent: City of Spokane Address: 808 W Spokane Falls Blvd

Phone: (509) 625 - 6500 Spokane, WA 99201

Person completing form (if different from proponent): Brandon Whitmarsh, Planner I

Phone: (509) 625 - 6846 Address: 808 W Spokane Falls Blvd

Spokane, WA 99201

**FOR STAFF USE ONLY**

Staff member(s) reviewing checklist: Kevin Freibott, Senior Planner

Based on this staff review of the environmental checklist and other pertinent information, the staff concludes that:

- A. there are no probable significant adverse impacts and recommends a Determination of Nonsignificance.
- B. probable significant adverse environmental impacts do exist for the current proposal and recommends a Mitigated Determination of Nonsignificance with conditions.
- C. there are probable significant adverse environmental impacts and recommends a Determination of Significance.

**D. SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS**

*(Do not use this sheet for project actions)*

Because these questions are very general, it may be helpful to read them in conjunction with the list of elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise? This proposal would increase the allowed intensity of development, both in scale and in use than what is currently on the site. Future development under these designations could therefore be more intense than current conditions, increasing water use and discharge as well as traffic to the site which may increase noise. However, future uses would continue to be typically urban in nature, just as the site currently exhibits. Any overall increase in emissions or noise are expected to be minor when compared to the existing conditions. The redevelopment of the proposal area itself would also produce short-term noise impacts.

Proposed measures to avoid or reduce such increases are: None at this time. Development under the new regulations adopted by this non-project action would be required to follow all City requirements including managing all stormwater on site as well as providing an erosion and sediment control plan.

2. How would the proposal be likely to affect plants, animals, fish or marine life? This proposal would allow for more intense development of the proposal area. Redevelopment under these designations could reduce the open green space in the proposal area and remove trees. Removal of some landscaping on site could reduce the habitat of some urban animals, but only if future plans require it. Those impacts would be minor, however, as City standards for landscaping in new projects would still apply. As the city required stormwater to be treated onsite, no offsite impacts to fish or marine life are anticipated from the proposal or any possible subsequent actions.

Proposed measures to protect or conserve plants, animals, fish or marine life are: None.

3. How would the proposal be likely to deplete energy or natural resources? Future development under the new designations will likely include emergency housing and related supportive services. Energy and resource use would be highest during construction. Operation of the future facility would likely need more energy than existing development as it would be larger in scale. This comprehensive plan amendment and rezone would allow future development that is 40ft tall, which is consistent with the allowed height for residential development in the adjacent R1 zone. All other surrounding properties are separated from the proposal area by arterial streets. The consistency of height allowances and separation from adjacent parcels by arterial streets reduces the likelihood that future development would impact solar access for adjacent properties.

Proposed measures to protect or conserve energy and natural resources are: None.

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection, such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, flood plains or prime farmlands? This site is not currently farmland, nor a park or designated wilderness. The site is also over a quarter mile from the closest floodplain. No endangered species have been observed on or near the proposal area. Future development would be more intense than current development but remain urban in nature. No direct impacts to environmentally sensitive or protected areas are expected as part of the long-term development of the proposal area under the new regulations.

Proposed measures to protect such resources or to avoid or reduce impacts are: None.

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans? The use of the proposal areas is not intended to change with this non-project action or any future development associated with it. Redevelopment would be at a more intense scale than what is currently on site, but would provide the same housing and supportive services to the community. Additionally, the neighborhood council has written a letter of support for this non-project action and the long-term goals of Family Promise of Spokane.

Proposed measures to avoid or reduce shoreline and land use impacts are: None.

6. How would the proposal be likely to increase demands on transportation or public services and utilities? Future development possible under the proposed designations that would be adopted with

this proposal would allow more intense development in the proposal area, allowing Family Promise of Spokane to serve more families and provide more services to the homeless community. In serving more families, the redevelopment of the site would increase demand for transportation options and public services. Pursuant to standing Spokane Municipal Code standards, future development would be assessed at time of building permit application for its impact on the transportation system and networks.

Proposed measures to reduce or respond to such demand(s) are: None. The newly opened City Line Bus Rapid Transit route provides frequent transit throughout the week along E Mission Ave, with service at the proposal sites. Future development would benefit from this existing frequent transit service, which could reduce reliance on vehicular travel.

7. Identify, if possible, whether the proposal may conflict with local, state or federal laws or requirements for the protection of the environment. This non-project action is a comprehensive plan amendment, which is reviewed through the SEPA process. The Spokane Municipal Code is required to be consistent with state and federal laws. Any future development under the new regulations would be required to follow all applicable Spokane Municipal Code regulations adopted at the time of permit application. No aspect of the proposal or the potential redevelopment that could occur in the future after this proposal is known or suspected to conflict with state, local, or federal laws.

**NONPROJECT DETERMINATION OF NONSIGNIFICANCE**

**PROJECT:** File Z23-474COMP Mission & Sinto Comprehensive Plan Amendment

**PROponent:** City of Spokane

**DESCRIPTION OF PROPOSAL:** An amendment to the Land Use Plan Map (LU-1) of the Comprehensive Plan and attendant changes to the Official Zoning Map of the City of Spokane for 1.56 acres in the Chief Garry Park Neighborhood.

**LOCATION OF PROPOSAL, INCLUDING STREET ADDRESS, IF ANY:** Southeast of the intersection of E Mission Ave and N Napa St.

**LEAD AGENCY:** City of Spokane

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

[ ] There is no comment period for this DNS.

[ ] This DNS is issued after using the optional DNS process in section 197-11-355 WAC. There is no further comment period on the DNS.

[ X ] This DNS is issued under WAC 197-11-340(2); the lead agency will not act on this proposal for at least 14 days from the date of issuance (below). Comments regarding this DNS must be submitted no later than 5 p.m. on October 8, 2024 if they are intended to alter the DNS.

\*\*\*\*\*

**Responsible Official:** Spencer Gardner

**Position/Title:** Director, Planning Services **Phone:** (509) 625-6500

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

**Date Issued:** Sept 16, 2024 **Signature:**  \_\_\_\_\_

\*\*\*\*\*

# Exhibit I: Agency Comments

Chief Garry Park Neighborhood Council  
1831 E Mission Ave  
Spokane, WA 99202  
chiefgarryparknc@gmail.com]  
509-981-9219  
07/01/2024

Spokane City Plan Commission  
808 W. Spokane Falls Blvd.  
Spokane, WA 99201

Dear Members of the Spokane City Plan Commission,

I am writing on behalf of the Chief Garry Park Neighborhood Council to express our support for File #: Z23-474COMP, the Mission & Sinto Comprehensive Land Use Map Amendment Proposal. We believe that this proposed amendment aligns with our community's goals and will enhance the quality of life for our residents.

The Chief Garry Park neighborhood is committed to fostering a vibrant, sustainable, and inclusive community. The proposed land use change is an important step towards achieving this vision. By aligning the land use map to allow for Office use around a transit corridor, we can promote greater accessibility and mobility for our residents, thereby improving their daily lives and expanding economic opportunities.

The Chief Garry Park Neighborhood Council encourages support and approval of File #: Z23-474COMP. We are confident that this amendment will contribute positively to the long-term development of our area and help in building a more connected and prosperous Spokane.

Thank you for considering our perspective on this important matter. We look forward to seeing the positive impact this amendment will bring to our community.

Sincerely,

*Chief Garry Park Neighborhood Council*

**Whitmarsh, Brandon**

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**From:** Note, Inga  
**Sent:** Tuesday, May 7, 2024 4:40 PM  
**To:** Planning & Development Services Comp Plan  
**Subject:** RE: Request for Comments for Z23-474COMP (Mission & Sinto) - Comments DUE May 21, 2024

No concerns.

---

**From:** Benzie, Ryan <rbenzie@spokanecity.org>  
**Sent:** Tuesday, May 7, 2024 3:31 PM  
**To:** Abrahamson, Randy <randya@spokanetribe.com>; Development Services Center Addressing <eradsca@spokanecity.org>; Allenton, Steven <sallenton@spokanecity.org>; **Subject:** Request for Comments for Z23-474COMP (Mission & Sinto) - Comments DUE May 21, 2024

Good afternoon,

Please see the attached request for comments, SEPA checklist, and associated documents for the following project:

**Project Name:** Z23-474COMP (Mission & Sinto)

**Location:** SE of the intersection of E Mission Ave and N Napa St; NW 1/4, Section 16, Township 25N, Range 43E

Please direct any comments or questions to [compplan@spokanecity.org](mailto:compplan@spokanecity.org) by **May 21, 2024 at 5 PM.**

Thank you,



**Ryan Benzie** | Clerk III | Planning & Economic Development  
509.625.6863 | [my.spokanecity.org](http://my.spokanecity.org)







**Spokane Tribe of Indians**  
**Tribal Historic Preservation Office**  
P.O. Box 100 Wellpinit WA 99040

May 13, 2023

**To:** Ryan Benzie, Planner

**RE:** File Z23-474 Comp “Mission & Sinto”

Mr. Benzie,

Thank you for contacting the Tribe’s Historic Preservation Office. We appreciate the opportunity to provide a cultural consult for your project, the intent of this process is to preserve and protect all cultural resources whenever protection is feasible.

In response we concur with recommendations made that the city is requesting “residential low to general commercial and concurrent change of zoning from R1 to general commercial - 70 at this time I have no concern on code change, however if any ground disturbing activity there will be more consultation needed to complete this project.

However, if any artifacts or human remains are found upon inadvertent discovery, this office should be immediately notified and the work in the immediate area cease.

Should additional information become available or scope of work change our assessment may be revised.

Our tribe considers this a positive action that will assist us in protecting our shared heritage.

If question arise, contact my office at (509) 258 – 4222.

Sincerely,

Randy Abrahamson  
Tribal Historic Preservation Officer.  
Spokane Tribe of Indians

**Whitmarsh, Brandon**

---

**From:** Development Review <developmentreview@spokanetransit.com>  
**Sent:** Friday, May 17, 2024 11:40 AM  
**To:** Planning & Development Services Comp Plan; Planning & Development Services Comp Plan  
**Cc:** Poole, Emily; Redman, Drew  
**Subject:** RE: Request for Comments for Z23-474COMP (Mission & Sinto) - Comments DUE May 21, 2024

**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

Good morning,

Thank you for taking the time to receive and record this comment from Spokane Transit Authority (STA) regarding Z23-474COMP.

Please coordinate any future construction at this site with STA, as construction can impact our ability to operate safely there.

Please let me know if you have any questions or concerns, and thank you for working closely with STA.

Thanks,

**Randy Brown**

**Associate Transit Planner**

Office: (509) 344-2618

Email: [RBrown@spokanetransit.com](mailto:RBrown@spokanetransit.com)

[spokanetransit.com](http://spokanetransit.com)

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2023/2024 Comprehensive Plan Amendments

## EXHIBIT J: Z23-474COMP

Department of Planning & Economic Development

### Legal Descriptions of Affected Parcels:

**Parcel 1 (35162.0121):**

16-25-43: AGGREGATION "A"; SUB of SCHOOL SEC 16 ALL OF LOT 1 AND LOT 2, BLOCK 81.

**Parcel 2 (35162.0122):**

16-25-43: AGGREGATION "B"; SUB OF SCHOOL SEC ALL LOT 3 BLOCK 81.

**Parcel 3 (35162.0111):**

SUB OF SEC 16 LT 4 & W 40 FT OF LT 5 BLK 81

**Parcel 4 (35162.0105):**

SUB OF SEC 16 E10FT OF L5 &ALL L6 B81

**Parcel 5 (35162.0110):**

SUB OF SEC 16 L11-12B81



**Agenda Sheet for City Council:**

**Committee:** Urban Experience **Date:** 11/11/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/13/2024

**Clerk's File #** ORD C36610

**Cross Ref #**

**Project #**

**Council Meeting Date:** 11/25/2024

**Submitting Dept** PLANNING & ECONOMIC

**Bid #**

**Contact Name/Phone** BRANDON (509) 625 - 6846

**Requisition #**

**Contact E-Mail** BWHITMARSH@SPOKANECITY.ORG

**Agenda Item Type** First Reading Ordinance

**Council Sponsor(s)** ZZAPPONE JBINGLE KKLITZKE

**Agenda Item Name** 0650 - Z23-476COMP – EIGHTH AVE – COMPREHENSIVE PLAN AMENDMENT

**Agenda Wording**

Proposal Z23-476COMP seeks to amend the Land Use Plan Map and Zoning Map for 3.9 acres in the West Hills Neighborhood. This proposal is being considered as part of the Annual Comprehensive Plan Amendment Work Program.

**Summary (Background)**

The proposal concerns 2610, 2613, 2614, 2618, 2624, and 2628 W 8 Ave, parcel 25243.1309, and 2.8 acres of Right of Way (ROW) in the West Hills Neighborhood. Application Z23-476COMP seeks to amend the Comprehensive Plan Land Use Plan Map from "Neighborhood Retail", "Residential Low", "Office", and "Conservation Open Space" to "General Commercial" and amend the Zoning Map from "Neighborhood Retail, 35-foot height limit (NR-35)", "R1", and "Office, 35-foot height limit (O-35)" to

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost \$

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

Processing of Comprehensive Plan Amendments utilizes existing staff time and resources. No additional costs are associated with the adoption of this proposal.

**Amount**

**Budget Account**

Neutral	\$	#
Select	\$	#
Select	\$	#
Select	\$	#
Select	\$	#
Select	\$	#



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

"Community Business, 55-foot height limit (CB-55)." This Application is being considered concurrently with five others through the annual Comprehensive Plan Amendment cycle as required by the Growth Management Act. The application has fulfilled public participation and notification requirements. The Plan Commission held a Public Hearing on October 9, 2024, to consider this Application and recommended approval of the proposal.

**Approvals**

<b><u>Dept Head</u></b>	GARDNER, SPENCER
<b><u>Division Director</u></b>	MACDONALD, STEVEN
<b><u>Accounting Manager</u></b>	ORLOB, KIMBERLY
<b><u>Legal</u></b>	SCHOEDEL, ELIZABETH
<b><u>For the Mayor</u></b>	PICCOLO, MIKE

**Additional Approvals**


**Distribution List**

	Bwhitmarsh@spokanecity.org
kfreibott@spokanecity.org	eking@spokanecity.org
sgardner@spokanecity.org	smacdonald@spokanecity.org

## Committee Agenda Sheet

### Urban Experience Committee

<b>Committee Date</b>	November 11, 2024
<b>Submitting Department</b>	Planning & Economic Development
<b>Contact Name</b>	Brandon Whitmarsh
<b>Contact Email &amp; Phone</b>	<a href="mailto:Bwhitmarsh@spokanecity.org">Bwhitmarsh@spokanecity.org</a> , (509) 625 - 6846
<b>Council Sponsor(s)</b>	<u>CM Zack Zappone, CM Jonathan Bingle, and CM Kitty Klitzke</u>
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Z23-476COMP – Eighth Ave – Comprehensive Plan Amendment
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>The proposal concerns 2610, 2613, 2614, 2618, 2624, and 2628 W 8 Ave, parcel 25243.1309, and 2.8 acres of Right of Way (ROW) in the West Hills Neighborhood.</p> <p>Application Z23-476COMP seeks to amend the Comprehensive Plan Land Use Plan Map from “Neighborhood Retail”, “Residential Low”, “Office”, and “Conservation Open Space” to “General Commercial” and amend the Zoning Map from “Neighborhood Retail, 35-foot height limit (NR-35)”, “R1”, and “Office, 35-foot height limit (O-35)” to “Community Business, 55-foot height limit (CB-55).”</p> <p>This Application is being considered concurrently with five others through the annual Comprehensive Plan Amendment cycle as required by the Growth Management Act. The application has fulfilled public participation and notification requirements. The Plan Commission held a Public Hearing on October 9, 2024, to consider this Application and recommended approval of the proposal.</p>
<b>Fiscal Impact</b>	
<b>Approved in current year budget?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A Total Cost: <a href="#">Click or tap here to enter text.</a> Current year cost: Subsequent year(s) cost:	
<b>Narrative:</b> <u>Processing of Comprehensive Plan Amendments utilizes existing staff time and resources. No additional costs are associated with the adoption of this proposal.</u>	
<b>Funding Source</b> <input type="checkbox"/> One-time <input type="checkbox"/> Recurring <input checked="" type="checkbox"/> N/A Specify funding source: Select Funding Source* Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a>	
<b>Expense Occurrence</b> <input type="checkbox"/> One-time <input type="checkbox"/> Recurring <input checked="" type="checkbox"/> N/A  Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?	

The is a private proposal to amend the land use and zoning map and is not directly related to historically excluded communities.

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

The proposal is a land use and zoning map change and does not guarantee future development of the subject properties. No data is directly collected or analyzed on the listed topics, however the Planning & Economic Development Department generally follows these proposals to track whether the subject properties develop in the future.

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

As stated above, the department generally tracks these proposals to see if they develop. Doing so allows for educated revisions to ensure the efficacy of the program if they are warranted.

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

This proposal is consistent with Comprehensive Plan Policies **LU 1.8 General Commercial Uses**, **LU 4.6 Transit-Supported Development**, and **LU 6.2 Open Space**. After reviewing the criteria set forth in SMC 17G.020.030, Plan Commission found the proposal consistent with the Comprehensive Plan and all applicable review criteria, voting to recommend City Council approval, subject to a modification of the boundary of the ROW included in the proposal.

Ordinance No. C36610

AN ORDINANCE RELATING TO APPLICATION FILE Z23-476COMP AMENDING MAP LU 1, LAND USE PLAN MAP, OF THE CITY'S COMPREHENSIVE PLAN FROM "NEIGHBORHOOD RETAIL," "RESIDENTIAL LOW," "OFFICE," AND "CONSERVATION OPEN SPACE" TO "GENERAL COMMERCIAL" FOR APPROXIMATELY 3.9 ACRES IN THE WEST HILLS NEIGHBORHOOD; AND AMENDING THE ZONING MAP FROM "NEIGHBORHOOD RETAIL, 35-FOOT HEIGHT LIMIT (NR-35)," "R1," AND "OFFICE, 35-FOOT HEIGHT LIMIT (O-35)" TO "COMMUNITY BUSINESS, 55-FOOT HEIGHT LIMIT (CB-55)."

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

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

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

WHEREAS, land use amendment application Z23-476COMP was submitted in a timely manner for review during the City's 2023/2024 Comprehensive Plan amendment cycle; and

WHEREAS, Application Z23-476COMP sought to amend the Land Use Plan Map of the City's Comprehensive Plan for 0.6 acres from "Neighborhood Retail," "Residential Low," and "Office" to "General Commercial" at 2610 and 2613 W 8<sup>th</sup> Ave and Parcel 25243.1309;

WHEREAS, the corresponding zoning destination requested was "Community Business, 55-foot height limit (CB-55)"; and

WHEREAS, City Council adopted RES 2024-0029 on March 25, 2024, including Application Z23-476COMP in the 2024 Comprehensive Plan Amendment Work Program, expanding the proposal to the west to include consideration of 2614, 2618, 2624, and 2628 W 8<sup>th</sup> Ave, and expanding the proposal to the east to include consideration of 3.42 acres of Right of Way ("ROW");

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

WHEREAS, the Spokane Plan Commission held a workshop to study the application on June 26, 2024; and



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

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

WHEREAS, a staff report for Application Z23-476COMP reviewing all the criteria relevant to consideration of the application was published on September 20, 2024, and sent to all applicants, commenters, and the Plan Commission; and

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

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

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

WHEREAS, the Spokane Plan Commission found that Application Z23-476COMP is consistent with and implements the Comprehensive Plan; and

WHEREAS, the Spokane Plan Commission found that Application Z23-476COMP meets the final review criteria for Comprehensive Plan Amendments delineated in Spokane Municipal Code 17G.020.030; and

WHEREAS, the Spokane Plan Commission voted 9 to 0 to recommend approval of Application Z23-476COMP, conditioned upon their recommendation to reduce the area of ROW considered with the proposal from 3.4 to 2.8 acres; and

WHEREAS, the City Council adopts the recitals set forth herein as its findings and conclusions in support of its adoption of this ordinance and further adopts the findings, conclusions, and recommendations from the Planning Services Staff Report and the City of Spokane Plan Commission for the same purposes; --

NOW, THEREFORE, THE CITY OF SPOKANE DOES ORDAIN:

1. Approval of the Application. Application Z23-476COMP is approved.

2. Amendment of the Land Use Map. Comprehensive Plan Map LU 1, Land Use Plan Map, is amended from “Neighborhood Retail,” “Residential Low,” “Office,” and “Conservation Open Space” to “General Commercial” for 3.9 acres, as shown in Exhibit B.
  
3. Amendment of the Zoning Map. The City of Spokane Zoning Map is amended from “Neighborhood Retail, 35-foot height limit (NR-35),” “R1,” and “Office, 35-foot height limit (O-35)” to “Community Business, 55-foot height limit (CB-55)” as shown in Exhibit C.

PASSED BY THE CITY COUNCIL ON \_\_\_\_\_, 2024.

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

Attest:

Approved as to form:

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

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

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

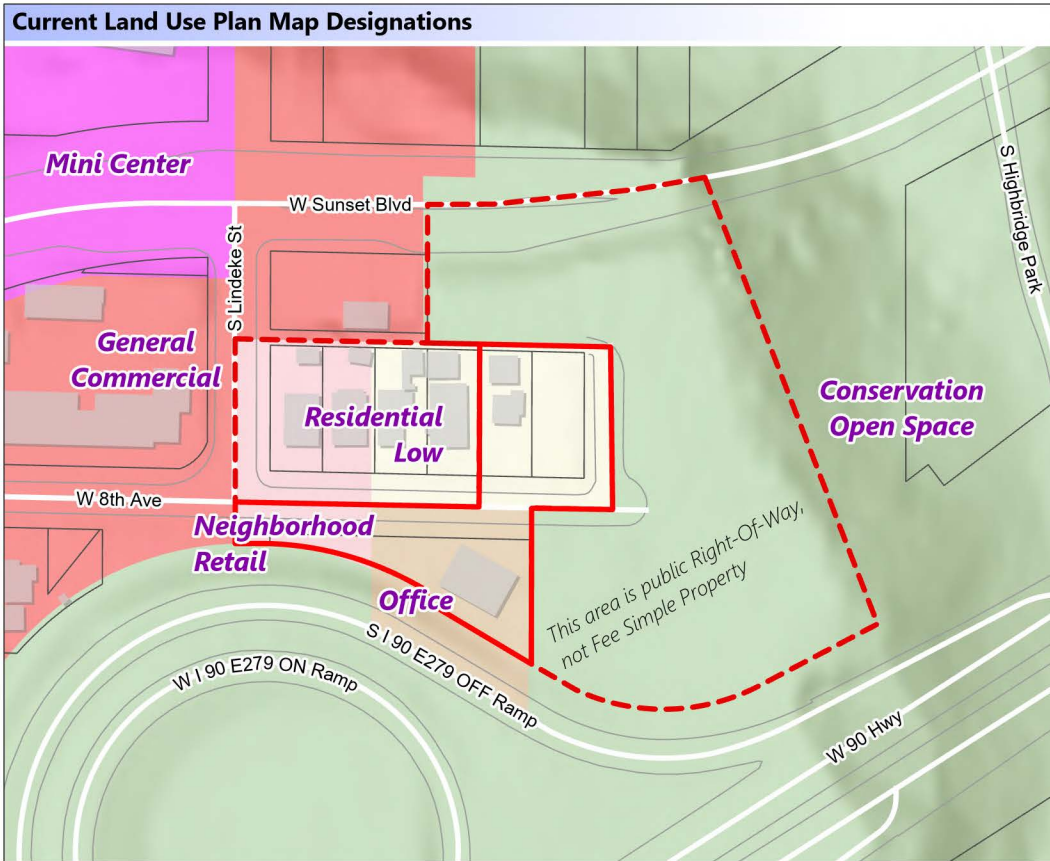


# Exhibit B: Land Use Plan Map Changes

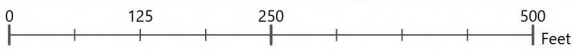
Department of Planning & Economic Development



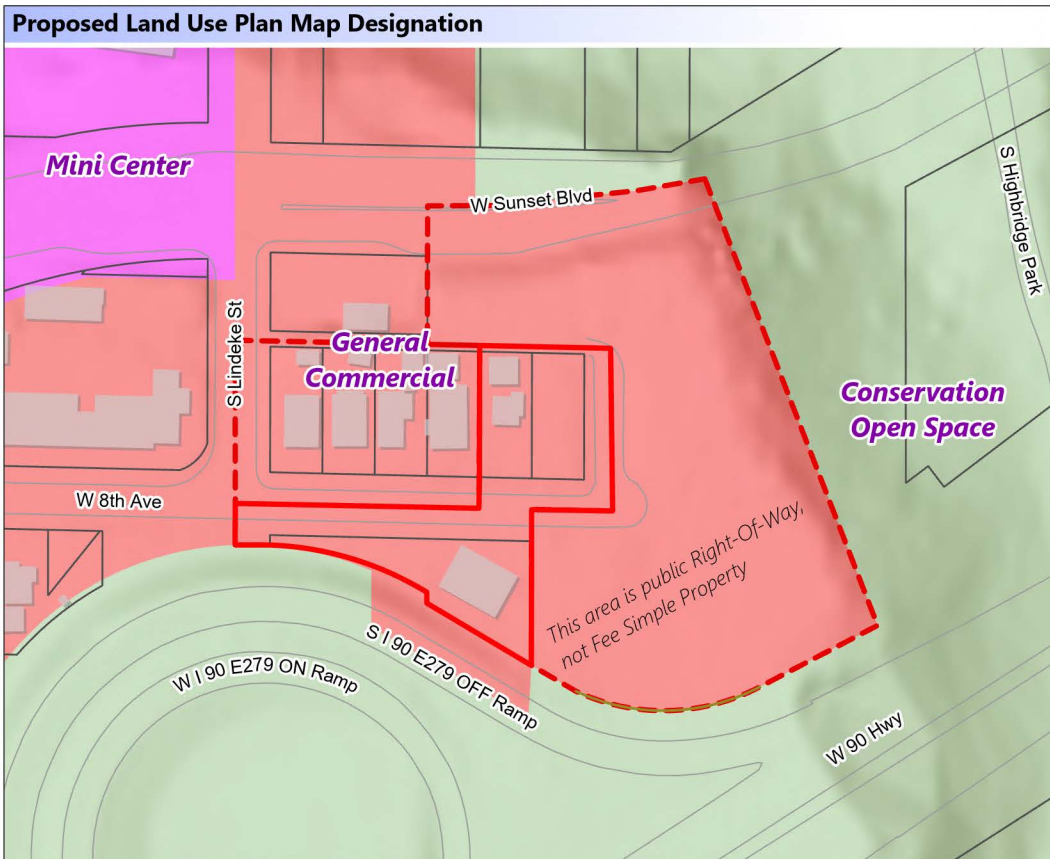
**THIS IS NOT A LEGAL DOCUMENT**  
The information shown on this map is compiled from various sources and is subject to constant revision. Information shown on this map should not be used to determine the location of facilities in relationship to property lines, section lines, streets, etc.



- Project Area
  - Expanded Area
  - Parcel
  - Buildings
  - Curb Line
- Land Use Plan Designation**
- Conservation Open Space
  - Residential Low
  - Office
  - Neighborhood Retail
  - Mini Center
  - General Commercial



Drawing Scale: 1:2,200



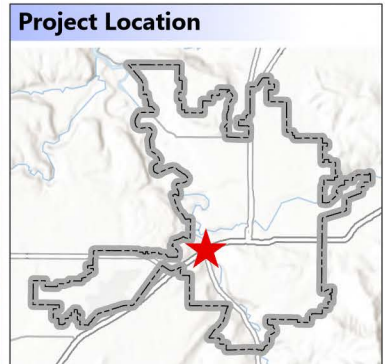
**Agent:** Storhaug Engineering

- Parcels:** 25243.1304  
25243.1305  
25243.1306  
25243.1307  
25243.1308  
25243.1309  
25243.1502

Right-Of-Way

**Size:** 1.1 acres plus  
2.8 acres right-of-way  
(Size is Approximate)

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





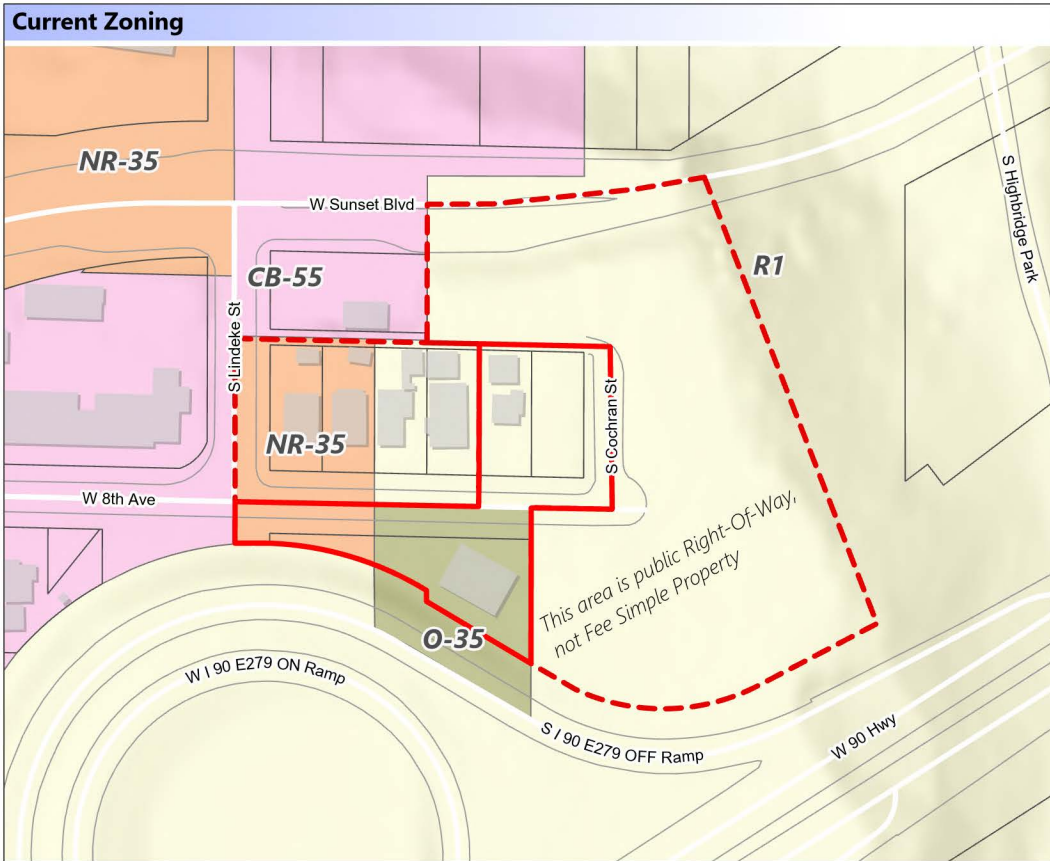


# Exhibit C: Zoning Changes

Department of Planning & Economic Development



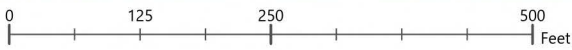
THIS IS NOT A LEGAL DOCUMENT  
The information shown on this map is compiled from various sources and is subject to constant revision. Information shown on this map should not be used to determine the location of facilities in relationship to property lines, section lines, streets, etc.



- Project Area
- Expansion Area
- Buildings
- Parcel
- Curb Line

### Zoning

- Community Business
- Neighborhood Retail
- Office
- Residential 1



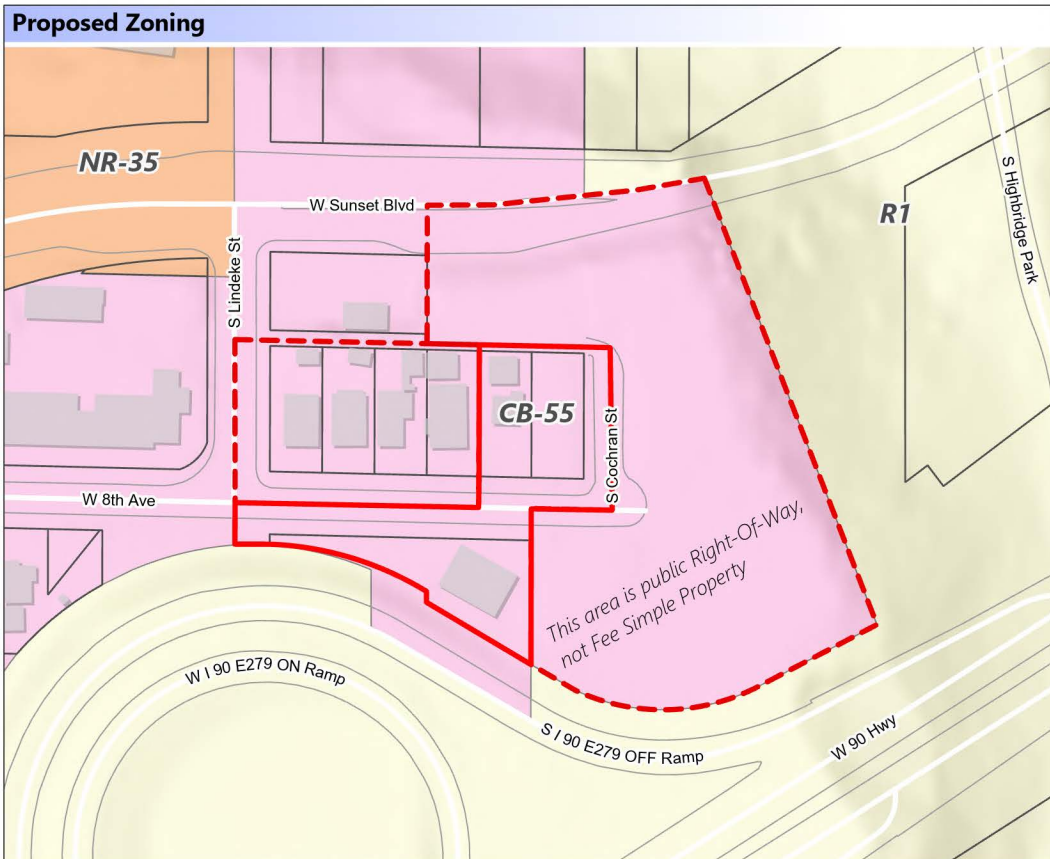
Drawing Scale: 1:2,200

**Agent:** Storhaug Engineering

- Parcels:** 25243.1304  
25243.1305  
25243.1306  
25243.1307  
25243.1308  
25243.1309  
25243.1502

Right-Of-Way

**Size:** 1.1 acres plus  
2.8 acres right-of-way  
(Size is Approximate)



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

### Project Location





**PLAN COMMISSION FINDINGS OF FACT, CONCLUSIONS, AND  
RECOMMENDATIONS ON COMPREHENSIVE PLAN AMENDMENT  
FILE Z23-476COMP (8<sup>TH</sup> AVENUE)**

**A Recommendation of the Spokane Plan Commission to the City Council to APPROVE the Comprehensive Plan Amendment application, subject to modification of the proposal relating to the boundary of the Right of Way (ROW) expansion, seeking to amend the land use plan map designation from “Office”, “Residential Low”, “Neighborhood Retail”, and “Conservation Open Space” to “General Commercial” for seven parcels and a portion of Public Right-of-Way (ROW) totaling 4.3 acres located at 2610, 2613, 2614, 2618, 2624, and 2628 W. 8th Ave, Parcel 25243.1309, and ROW to the east. The zoning designation requested is “Community Business, 55-foot height limit (CB-55).”**

**FINDINGS OF FACT:**

- A. The City of Spokane adopted a Comprehensive Plan in May of 2001 that complies with the requirements of the Growth Management Act (“GMA”).
- B. Under GMA, comprehensive plans generally may be amended no more frequently than once a year, and all amendment proposals must be considered concurrently in order to evaluate for their cumulative effect.
- C. Amendment application Z23-476COMP (the “Application”) was submitted in a timely manner for review during the City’s 2023/2024 amendment cycle.
- D. The Application sought to amend the land use plan map designation for three parcels totaling .6 acres located at 2610 and 2613 W 8<sup>th</sup> Ave and Parcel 25243.1309 from “Office,” “Residential Low,” and “Neighborhood Retail” to “General Commercial” with a corresponding change in zoning from “R1,” “Office, 35-foot height limit (O-35)”, and “Neighborhood Retail, 35-foot height limit (NR-35)” to “Community Business, 55-foot height limit (CB-55).”
- E. The subject properties contain five single-unit homes, the offices of Northwest renewables, a flat undeveloped lot, and vacant Right-of-Way (“ROW”) which slopes steeply down to Latah Creek and is partially under a rail viaduct.
- F. Annual amendment applications were subject to a threshold review process to determine whether the applications will be included in the City’s Annual Comprehensive Plan Amendment Work Program.
- G. On January 22, 2024, the City Council adopted Resolution RES 2024-0002 establishing the City Council members of the Ad Hoc City Council Threshold Committee.
- H. On February 9, 2024, an Ad Hoc City Council Threshold Committee reviewed the applications that had been submitted and forwarded its recommendation to City Council regarding the applications.

- I. On March 25, 2024, the City Council adopted Resolution RES 2024-0029 establishing the 2024 Comprehensive Plan Amendment Work Program, including the Application. At this time, the City Council included four additional properties, located at 2614, 2618, 2624, and 2628 W. 8th Ave, as well as 3.29 acres of ROW east of the Application for consideration as an expansion to the proposal, with a proposed land use of “General Commercial” and zoning of “Community Business, 55-foot height limit (CB-55).”
- J. Geographic expansion of applications for Comprehensive Plan Amendments by City Council is allowed within the Spokane Municipal Code (“SMC”) under Title 17G.020.025.A.1.a.
- K. On March 28, 2024, staff presented the 2023/2024 Comprehensive Plan Amendment Work Program to the Community Assembly Land Use Subcommittee on, including details regarding the Application, and provided information on the required process, upcoming Plan Commission Workshops, and how to submit comments.
- L. On May 7, 2024, staff requested comments from agencies, departments, and neighborhood councils. The comment period ended May 21, 2024. By the end of the comment period, one comment was received from the Spokane Tribe of Indians.
- M. On June 10, 2024, a Notice of Application was mailed to all properties, owners, and taxpayers within a 400-foot radius of the subject parcels and any adjacent properties with the same ownership. Signs were also placed on the subject parcels and ROW in plain view of the public. Notice was also published in the Spokesman Review on both June 10, 2024, and June 17, 2024.
- N. The Notice of Application initiated a 60-day public comment period from June 10, 2024, to August 9, 2024, during which no comments were received.
- O. No additional public comments on the Application were received by October 8, 2024, at 5pm.
- P. On June 26, 2024, the Spokane Plan Commission held a public workshop to study the Application.
- Q. On September 16, 2024, a State Environmental Policy Act (“SEPA”) Checklist and Determination of Non-Significance were issued for the Application. The deadline to appeal the SEPA determination was October 8, 2024. No comments on the SEPA determination were received.
- R. On September 17, 2024, the Washington State Department of Commerce and appropriate state agencies were given the required 60-day notice of intent to adopt before adoption of any proposed changes to the Comprehensive Plan.
- S. On September 20, 2024, staff published a report addressing SEPA and providing staff’s analysis of the merits of the Application, copies of which were circulated as prescribed by SMC 17G.020.060B.8. Staff’s analysis of the Application recommended approval of the private application and city sponsored expansion to the west and made no recommendation on the inclusion of the ROW expansion.
- T. A Notice of SEPA Determination of Non-Significance and Plan Commission Hearing was published on September 25, 2024, in the Official Gazette and on September 25, 2024, and October 2, 2024, in the Spokesman Review.

- U. On September 25, 2024, a Notice of Public Hearing and SEPA Determination was posted on the Properties and mailed to all property owners and taxpayers of record, as shown by the most recent Spokane County Assessor’s record, and occupants of addresses of property located within a four-hundred-foot radius of any portion of the boundary of the subject Properties.
- V. On October 9, 2024, the Plan Commission held a public hearing on the Application, including the taking of verbal testimony, closing the verbal and written record, conducting deliberation on the application, and voting to recommend the City Council Approve this application.
  - 1. The applicant presented images of the existing conditions in the area and provided additional context to the proposal.
  - 2. No members of the public testified on this Application during the Plan Commission Hearing.
- W. During deliberation, the Plan Commission voted 9 to 0 to condition their recommendation on amending the boundary of the ROW to be consistent with the maps shown at the hearing, reducing the area of ROW from 3.42 acres to 2.84 acres.
  - 1. The reduced area conforms to a request by the applicant.
  - 2. Plan Commission felt that the ROW involved, while currently designated for “Conservation Open Space,” had less conservation value than the slope down to Latah Creek, which would remain designated “Conservation Open Space” by reducing the size of the ROW area.
- X. As a result of the City’s efforts, pursuant to the requirements of SMC 17G.020.070, the public has had extensive opportunities to participate throughout the process and persons desiring to comment were given an opportunity to do so.
- Y. Except as may be otherwise indicated herein, the Plan Commission adopts the findings and analysis set forth in the Staff Report prepared for the Application (the “Staff Report”).
- Z. The Plan Commission finds that the proposal meets the intent and requirements of the Comprehensive Plan, most specifically the Policies LU 1.8, General Commercial Uses, LU 4.6 Transit Supported Development, and LU 6.2 Open Space.
- AA. The Plan Commission finds that the proposal meets the decision criteria established by SMC 17G.020.030, as described in the Staff Report.

**CONCLUSIONS:**

Based upon the application materials, staff analysis (which is hereby incorporated into these findings, conclusions, and recommendation), SEPA review, agency and public comments received, and public testimony presented regarding application File No. Z23-476COMP, the Plan Commission makes the following conclusions with respect to the review criteria outlined in SMC 17G.020.030:

- 1. The Application was submitted in a timely manner and added to the 2023/2024 Annual Comprehensive Plan Amendment Work Program, and the final review application was submitted as provided in SMC 17G.020.050(D).

2. Interested agencies and the public have had extensive opportunities to participate throughout the process and persons desiring to comment have been given that opportunity to comment.
3. The Application is consistent with the goals and purposes of GMA.
4. Any potential infrastructure implications associated with the Application will either be mitigated through projects reflected in the City's relevant six-year capital improvement plans or through enforcement of the City's development regulations at time of development.
5. As outlined in above in the Findings of Fact, the Application is internally consistent as it pertains to the Comprehensive Plan, as described in SMC 17G.020.030.E.
6. The Application is consistent with the Countywide Planning Policies for Spokane County, the comprehensive plans of neighboring jurisdictions, applicable capital facilities plans, the regional transportation plan, and official population growth forecasts.
7. The Application has been considered simultaneously with the other proposals included in the 2024 Annual Comprehensive Plan Amendment Work Program in order to evaluate the cumulative effect of all the proposals.
8. SEPA review was completed for the Application.
9. The Application will not adversely affect the City's ability to provide the full range of urban public facilities and services citywide at the planned level of service, or consume public resources otherwise needed to support comprehensive plan implementation strategies.
10. The Application proposes a land use designation that is in conformance with the appropriate location criteria identified in the comprehensive plan (e.g., compatibility with neighboring land uses, proximity to arterials, etc.).
11. The proposed map amendment and site is suitable for the proposed designation.
12. The map amendment would implement applicable comprehensive plan policies better than the current map designation.

#### **RECOMMENDATIONS:**

In the matter of Z23-476COMP, a request by Clifton Trimble of Storhaug Engineering on behalf of Harlan and Douglas Heise, and expanded by the City of Spokane, to change the land use plan designation of 4.3 acres of land from "Office", "Residential Low", "Neighborhood Retail", and "Conservation Open Space" to "General Commercial" with a corresponding change of the implementing zoning from "R1", "Office, 35-foot height limit (O-35)", and "Neighborhood Retail, 35-foot height limit (NR-35)" to "Community Business, 55-foot height limit (CB-55)". Based upon the above listed findings and conclusions, by a vote of **9 to 0**, the Spokane Plan Commission recommends City Council **APPROVE** the requested amendment to the Land Use Plan Map of the City's Comprehensive Plan with corresponding amendment to the City's Zoning Map, subject to the modification of the ROW boundary consistent with the attached amended map, and authorizes the President to prepare and sign on the Commission's behalf a written decision setting forth the Commission's findings, conclusions, and recommendation on the application.



Greg Francis  
Greg Francis (Oct 22, 2024 15:10 PDT)

---

**Greg Francis, President**  
Spokane Plan Commission  
Date: Oct 22, 2024







# PC Findings and Conclusions - Z23-476COMP

Final Audit Report

2024-10-22

Created:	2024-10-22
By:	Angela McCall (amccall@spokanecity.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAXjHtwZFbB-is_jxX-xKCecrxX9OZ3xt

## "PC Findings and Conclusions - Z23-476COMP" History

-  Document created by Angela McCall (amccall@spokanecity.org)  
2024-10-22 - 5:22:52 PM GMT
-  Document emailed to gfrancis@spokanecity.org for signature  
2024-10-22 - 5:23:18 PM GMT
-  Email viewed by gfrancis@spokanecity.org  
2024-10-22 - 10:08:45 PM GMT
-  Signer gfrancis@spokanecity.org entered name at signing as Greg Francis  
2024-10-22 - 10:10:02 PM GMT
-  Document e-signed by Greg Francis (gfrancis@spokanecity.org)  
Signature Date: 2024-10-22 - 10:10:04 PM GMT - Time Source: server
-  Agreement completed.  
2024-10-22 - 10:10:04 PM GMT


**2023/2024 Comprehensive Plan Amendments**
**STAFF REPORT FOR FILE Z23-476COMP (EIGHTH AVE)**

Department of Neighborhood and Planning Services

The following staff report concerns a proposed amendment to the City's current Comprehensive Plan. The proposal is to amend the land use plan map designation and zoning of one or more parcels in the City of Spokane. Amendments to the Comprehensive Plan are enabled by Spokane Municipal Code (SMC) 17G.020 and Revised Code of Washington (RCW) 36.70A.130.

**I. PROPERTY SUMMARY**

<b>Parcel(s):</b>	25243.1308, 25243.1309, and 25243.1502 (Private application) 25243.1304 thru 25243.1307 and public Rights of Way (ROW) east of the private application (City expansion)
<b>Address(es):</b>	2610 and 2613 W. 8th Ave (Private application) 2614, 2618, 2624, 2628 W. 8th Ave, and Right-of-Way east of private application (City expansion)
<b>Property Size:</b>	0.6 Acres (Private application) 3.7 Acres (City expansion)
<b>Legal Description:</b>	Multiple – see <b>Exhibit J</b>
<b>General Location:</b>	W. 8th Ave. east of S. Lindeke St.
<b>Current Use:</b>	Electrical Contractor Office/Storage (25243.1502), vacant (25243.1309 and ROW), and single-unit homes (25243.1304 thru .1308)

**II. APPLICANT SUMMARY**

This application has two applicants—a private applicant and the City of Spokane itself. The following information regards the original private applicant:

<b>Agent:</b>	Clifton Trimble, Storhaug Engineering
<b>Applicant:</b>	Northwest Renewables
<b>Property Owner:</b>	Douglass Heise and Harlan Heise

The following information regards the properties added by the City:

<b>Representative:</b>	Brandon Whitmarsh, Planning & Economic Development, City of Spokane
<b>Property Owners:</b>	Shane Younker (25243.1307), Joseph Kalvis (25243.1306), Cheryl Sykes (25243.1305), Linda Cunningham (25243.1304), Burlington Northern/Santa Fe (ROW), City of Spokane (ROW), and Washington State Department of Transportation (ROW).

### III. PROPOSAL SUMMARY

<b>Current Land Use Designation:</b>	Office, Residential Low, Neighborhood Retail, and Conservation Open Space
<b>Proposed Land Use Designation:</b>	General Commercial
<b>Current Zoning:</b>	R1, Office – 35, and Neighborhood Retail – 35
<b>Proposed Zoning:</b>	Community Business – 55
<b>SEPA Status:</b>	A SEPA threshold determination of Non-Significance (DNS) was made on September 16, 2024. The appeal deadline is 5:00 PM on October 8, 2024.
<b>Plan Commission Hearing Date:</b>	October 9, 2024
<b>Staff Contact:</b>	Brandon Whitmarsh, Planner I, <a href="mailto:bwhitmarsh@spokanecity.org">bwhitmarsh@spokanecity.org</a>
<b>Staff Recommendation:</b>	Private Application and City Expansion to the West: <b>Approve</b> City ROW Expansion: <b>No Recommendation</b>

### IV. BACKGROUND INFORMATION

- General Proposal Description:** Pursuant to the procedures established by SMC 17G.020, enabled by RCW 36.70A.130, the original applicant asked the City of Spokane to amend the land use plan map designation (Map LU-1 of the Comprehensive Plan) from Neighborhood Retail, Office, and Residential Low to General Commercial and the zoning designation (Official Zoning Map of the City of Spokane) from Neighborhood Retail (NR-35), Office (O-35), and R1 to Community Business (CB-55) for three parcels in the West Hills Neighborhood. The full application materials can be found in **Exhibit F**.

During the threshold review process, the City Council added four additional parcels and 3.2 acres of Right of Way (ROW) to the application. The ROW was included at the applicant's request and is currently designated Conservation Open Space and zoned R1. The four additional parcels were added by City Council to avoid an island of low intensity residential surrounded by commercial uses, ensuring the consistency of intensity of land use and zoning in the area. Two of the parcels are currently designated Residential Low and zoned R1 while the other two parcels are designated Neighborhood Retail and zoned Neighborhood Retail (NR-35). Under this proposal, all expansion parcels and the ROW would be designated General Commercial and zoned Community Business (CB-55), consistent with the private application. No specific development is proposed on any part of the concerned properties and ROW at this time.

- Site Description and Physical Conditions:** The original application sites contain a commercial building (used as the offices and warehouse space for Northwest Renewables), a single-unit dwelling, and a vacant lot. The lots are generally flat with limited landscaping and lawns, consistent with urban development. The expansion parcels include four additional single-unit homes with similar physical features. The expansion ROW is vacant and largely flat with some larger pine trees. There is a bluff on the eastern portion of the ROW which slopes steeply down to Latah Creek, a portion of which has a rail viaduct running over it. See **Exhibit A** for an aerial view of the proposal area.

- 3. Property Ownership:** The original proposal area is owned by Douglass Heise and Harlan Heise (25243.1308, 25243.1309, and 25243.1502). The expansion parcels are owned by Shane Younker (25243.1307), Joseph Kalvis (25243.1306), Cheryl Sykes (25243.1305), and Linda Cunningham (25243.1304). The expansion ROW has a mix of responsible agencies including Burlington Northern/Santa Fe Railroad (BNSF), the City of Spokane, and the Washington State Department of Transportation (WSDOT). City staff sent certified letters to each known owner and taxpayer of the concerned private properties. One property owner contacted staff regarding property tax implications but expressed no concerns over the change in designation of their property or surrounding properties. Communication with BNSF's real estate representative Tim Sharman from Jones Lang LaSalle Brokerage, Inc. did not indicate any concern for the proposal. As one of the agencies reviewing the proposal, WSDOT was informed of the possible comprehensive plan amendment and did not provide any comments on the proposal as of the date of this staff report.
- 4. Adjacent Property Improvements and Uses:** The proposal properties are surrounded by existing development of the following nature:

Boundary	Land Use	Zone	Use
North	General Commercial, Conservation Open Space	CB – 55, R1	Gas station/mini-mart, vacant, highway
East	Conservation Open Space	R1	Vacant, bluff to Latah Creek
South	Conservation Open Space	R1	I – 90 and connected on and off ramps, BNSF rail viaduct
West	General Commercial	CB – 55	Motel

- 5. Street Class Designations:** W 8<sup>th</sup> Ave, S Cochran St, and S Lindeke St are classified as Urban Local Access. W Sunset Blvd is classified as an Urban Principal Arterial.
- 6. Current Land Use Designation and History:** As shown in **Exhibit B**, the current land use plan map designations of the original application and expansion area include Office, Residential Low, Neighborhood Retail, and Conservation Open Space. These land use plan map designations have remained unchanged since the City's adoption of the Growth Management Act (GMA) compliant Comprehensive Plan in 2001.
- 7. Proposed Land Use Designation:** As shown in **Exhibit B**, the proposal is to amend the land use plan map designation for all parcels and the ROW to General Commercial.
- 8. Current Zoning and History:** As shown in **Exhibit C**, the current zoning of the original application parcels and expansion areas is a mix of R1, O-35, and NR-35. The proposal parcels have been classified the same since the adoption of the current zoning map. The historical zoning, prior to 2006, is shown in the table below.

Year	Zone	Description
1958	Class I and Class III	Residential District and Local Business District zones.
1975	R2 and B1	Two-Family Residence and Local Business zones.
After 1975, Prior to 2006	R1, NR, and O	One-Family Residence, neighborhood serving businesses, and office zones.

9. **Proposed Zoning:** As Shown in **Exhibit C**, the proposed zoning for all parcels and the ROW is Community Business – 55, consistent with zoning in the vicinity.

**V. APPLICATION PROCESS AND PUBLIC COMMENT**

1. **Key Steps:** The application is being processed according to SMC 17G.060, including the following steps:

- Application Submitted ..... October 31, 2023
- Threshold Application Certified Complete ..... November 30, 2023
- Council Threshold Subcommittee Established<sup>1</sup> ..... January 22, 2024
- Council Threshold Subcommittee Met ..... February 9, 2024
- Annual Work Program Set<sup>2</sup> ..... March 25, 2024
- Agency/Department Comment Period Ended ..... May 21, 2024
- Notice of Application Posted ..... June 10, 2024
- Plan Commission Workshop ..... June 26, 2024
- 60-Day Public Comment Period Ended ..... August 9, 2024
- SEPA Determination Issued ..... September 16, 2024
- Notice of Public Hearing Posted ..... September 25, 2024
- Plan Commission Hearing Date (Scheduled) ..... October 9, 2024

2. **Agency Comments Received:** During the agency comment period, the Spokane Tribe of Indians recommended a cultural resource survey and an Inadvertent Discovery Plan due to the high potential for historic cultural resources in the proposal area. No other comments were received for this proposal during the agency comment period. The Spokane Tribe’s comment can be found in **Exhibit I**.

3. **Public Comments Received:** A Notice of Application was issued for the proposal on June 10, 2024, initiating a public comment period that ended August 9, 2024. No comments were received by the City during the public comment period.

<sup>1</sup>Spokane City Council Resolution 2024-0002

<sup>2</sup>Spokane City Council Resolution 2024-0029

4. **Public Workshop:** A public workshop with the Spokane Plan Commission was held on June 26, 2024, during which the particulars of the proposal were presented to the Plan Commission for their consideration and discussion. No public comment was taken.

## VI. APPLICATION REVIEW AND ANALYSIS

1. **Guiding Principles:** SMC 17G.020.010 provides the following guiding principles for the annual comprehensive plan amendment process:

- A. Keep the comprehensive plan alive and responsive to the community.
- B. Provide for simultaneous review of proposals to allow for cumulative impact analysis of all applications on a City-wide basis and in conjunction with budget decisions.
- C. Make map adjustments based on a foundation in policy language, consistently applying those concepts citywide.
- D. Honor the community's long-term investment in the comprehensive plan, through public participation and neighborhood planning processes, by not making changes lightly.
- E. Encourage development that will enable our whole community to prosper and reinforce our sense of place and feeling of community, in an ecologically, economically, and socially sustainable manner.
- F. Amendments to the comprehensive plan must result in a net benefit to the general public.

2. **Review Criteria:** SMC 17G.020.030 provides a list of considerations that are to be used, as appropriate, by the applicant in developing an amendment proposal, by planning staff in analyzing a proposal, by the Plan Commission making a recommendation on a proposal, and by the City Council in making a decision on the proposal. Following each of the considerations is staff's analysis relative to the proposed amendment.

- A. **Regulatory Changes:** *Amendments to the comprehensive plan must be consistent with any recent state or federal legislative actions, or changes to state or federal regulations, such as changes to the Growth Management Act, or new environmental regulations.*

Staff Analysis: Staff reviewed and processed the proposed amendment under the most current regulations contained in the Growth Management Act, the Washington State Environmental Policy Act (SEPA), and the Spokane Municipal Code. Staff is unaware of any recent federal, state, or legislative actions with which the proposal would be in conflict, and no comments were received to this effect from any applicable agencies receiving notice of the proposal.

The proposal satisfies this criterion.

- B. **GMA:** *The change must be consistent with the goals and purposes of the State Growth Management Act.*

Staff Analysis: The Growth Management Act (GMA) details 13 goals to guide the development and adoption of comprehensive plans and development regulations (RCW 36.70A.020, "Planning Goals"), which guided the City's development of its own comprehensive plan and development

regulations. No comments received or other evidence in the record indicates inconsistency between the proposed plan map amendment and the goals and purposes of the GMA.

The proposal satisfies this criterion.

- C. Financing:** *In keeping with the GMA's requirement for plans to be supported by financing commitments, infrastructure implications of approved comprehensive plan amendments must be reflected in the relevant six-year capital improvement plan(s) approved in the same budget cycle.*

Staff Analysis: The City did not require, nor did any Agency or City Department comment request or require a traffic impact analysis or any other analysis for the proposal. The properties on S Lindeke St and W 8th Ave are already served by water, sewer, and existing City streets. Any subsequent development of the sites will be subject to a concurrency determination pursuant to SMC 17D.010.020. Accordingly, there are no known infrastructure implications of this proposal.

The proposal satisfies this criterion.

- D. Funding Shortfall:** *If funding shortfalls suggest the need to scale back on land use objectives and/or service level standards, those decisions must be made with public input as part of this process for amending the comprehensive plan and capital facilities program.*

Staff Analysis: No evidence of a potential funding shortfall from the proposal exists.

The proposal satisfies this criterion.

**E. Internal Consistency:**

- 1.** *The requirement for internal consistency pertains to the comprehensive plan as it relates to all its supporting documents, such as the development regulations, capital facilities program, shoreline master program, downtown plan, critical area regulations, and any neighborhood planning documents adopted after 2001. In addition, amendments should strive to be consistent with the parks plan, and vice versa. For example, changes to the development regulations must be reflected in consistent adjustments to the goals or policies in the comprehensive plan. As appropriate, changes to the map or text of the comprehensive plan must also result in corresponding adjustments to the zoning map and implementation regulations in the Spokane Municipal Code.*

Staff Analysis: The proposal is internally consistent with applicable supporting documents of the Comprehensive Plan as follows:

- *Development Regulations.* As a non-project proposal, there are no specific plans for development of these sites. Additionally, any future development will be required to be consistent with the current development regulations at the time of application submittal. The proposal does not result in any non-conforming uses or development and staff finds no reason to indicate that the proposed Comprehensive Plan Land Use Plan Map and concurrent zone change would result in a property that cannot be reasonably developed in compliance with applicable regulations.



- *Capital Facilities Program.* As described in the staff analysis of Criterion C above, no additional infrastructure or capital expenditures by the City are anticipated for this non-project action, and it is not anticipated that the City's integrated Capital Facilities Program would be affected by the proposal.
- *Neighborhood Planning Documents Adopted after 2001.* The West Hills neighborhood completed its initial neighborhood planning project in 2016. This planning effort was centered on the stretch of Fort George Wright Drive adjacent to the Spokane Falls Community College, far from the subject parcels, and would not affect or be affected by this proposal.
- *Miscellaneous Comprehensive Plan Goals and Policies.* Staff have compiled a list of Comprehensive Plan Goals and Policies which bear on the proposal in **Exhibit H** of this report. Further discussion of these policies is provided under section K.2 below.

The proposal satisfies this criterion.

2. *If a proposed amendment is significantly inconsistent with current policy within the comprehensive plan, an amendment proposal must also include wording that would realign the relevant parts of the comprehensive plan and its other supporting documents with the full range of changes implied by the proposal.*

Staff Analysis: The proposal is generally consistent with current comprehensive plan policies, as described in further detail in the staff analysis of Criterion K.2 below and other criteria in this report. Therefore, no amendment to policy wording is necessary.

The proposal satisfies this criterion.

- F. Regional Consistency:** *All changes to the comprehensive plan must be consistent with the countywide planning policies (CWPP), the comprehensive plans of neighboring jurisdictions, applicable capital facilities or special district plans, the regional transportation improvement plan, and official population growth forecasts.*

Staff Analysis: The proposed change in land use designations affects a relatively small area within an existing urbanized area, with no foreseeable implications to regional or inter-jurisdictional policy issues. No comments have been received from any agency, City department, or neighboring jurisdiction which would indicate that the proposal is not regionally consistent.

The proposal satisfies this criterion.

- G. Cumulative Effect:** *All amendments must be considered concurrently in order to evaluate their cumulative effect on the comprehensive plan text and map, development regulations, capital facilities program, neighborhood planning documents, adopted environmental policies and other relevant implementation measures.*

1. **Land Use Impacts:** *In addition, applications should be reviewed for their cumulative land use impacts. Where adverse environmental impacts are identified, mitigation requirements may be imposed as a part of the approval action.*

2. **Grouping:** *Proposals for area-wide rezones and/or site-specific land use plan map amendments may be evaluated by geographic sector and/or land use type in order to facilitate the assessment of their cumulative impacts.*

Staff Analysis: The City is concurrently reviewing this application and five other applications for Comprehensive Plan amendments as part of an annual plan amendment cycle. All six applications are for amendments to the land use plan map (LU-1) and concurrent rezones. When considered together, these various applications do not interact, nor do they augment or detract from each other. Thus, the cumulative effects of these various applications are minor.

The proposal satisfies this criterion.

**H. SEPA:** *SEPA<sup>3</sup> Review must be completed on all amendment proposals and is described in Chapter 17E.050.*

1. **Grouping:** *When possible, the SEPA review process should be combined for related land use types or affected geographic sectors to better evaluate the proposals' cumulative impacts. This combined review process results in a single threshold determination for those related proposals.*
2. **DS:** *If a determination of significance (DS) is made regarding any proposal, that application will be deferred for further consideration until the next applicable review cycle to allow adequate time for generating and processing the required environmental impact statement (EIS).*

Staff Analysis: The application is under review in accordance with the State Environmental Policy Act (SEPA), which requires that the potential for adverse environmental impacts resulting from a proposal be evaluated during the decision-making process. On the basis of the information contained in the environmental checklist (see **Exhibit G**), written comments from local and State departments and agencies concerned with land development within the City, and a review of other information available to the Director of Planning Services, a Determination of Non-Significance was issued on September 16, 2024.

The proposal satisfies this criterion.

**I. Adequate Public Facilities:** *The amendment must not adversely affect the City's ability to provide the full range of urban public facilities and services (as described in CFU 2.1 and CFU 2.2) citywide at the planned level of service, or consume public resources otherwise needed to support comprehensive plan implementation strategies.*

Staff Analysis: The proposal would change the land-use designation of an area largely designated for urban-scale development in the Comprehensive Plan and served by public facilities and services. The proposed City expansion into the right of way (ROW), which is currently designated Conservation Open Space, consists of the most significant increase in development capacity than

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<sup>3</sup> State Environmental Protection Act

what was previously planned for. To ensure that this proposal would not adversely affect the provision of public facilities, either existing or planned, the proposal was routed to City departments for review early in the application process. No comments were received from those departments that adverse impacts on our systems or facilities would occur. Any subsequent development of the site will be subject to a concurrency determination pursuant to SMC 17D.010.020, thereby implementing the policy set forth in policy CFU 2.2.

The proposal satisfies this criterion.

- J. UGA:** *Amendments to the urban growth area boundary may only be proposed by the City Council or the mayor of Spokane and shall follow the procedures of the countywide planning policies for Spokane County.*

Staff Analysis: The proposal does not include an expansion to the UGA.

This criterion does not apply.

**K. Demonstration of Need:**

- 1. Policy Adjustments:** *Proposed policy adjustments that are intended to be consistent with the comprehensive plan should be designed to provide correction or additional guidance so the community's original visions and values can better be achieved. The need for this type of adjustment might be supported by findings from feedback instruments related to monitoring and evaluating the implementation of the comprehensive plan.*

Staff Analysis: The proposal does not include a policy adjustment nor is one required.

This criterion does not apply.

- 2. Map Changes:** *Changes to the land use plan map (and by extension, the zoning map) may only be approved if the proponent has demonstrated that all of the following are true:*

- a.** The designation is in conformance with the appropriate location criteria identified in the comprehensive plan (e.g., compatibility with neighboring land uses, proximity to arterials, etc.);

Staff Analysis: Placement of the General Commercial Land Use Plan Map designation is primarily guided by Comprehensive Plan Policy LU 1.8, General Commercial Uses. Policy LU 1.8 states that General Commercial uses should be directed "to Centers and Corridors designated on the Land Use Plan Map."<sup>4</sup> LU 1.8 has an exception to this requirement, stating that "exceptions to the containment policy may be allowed for limited expansions adjacent to existing General Commercial areas located outside Centers and Corridors."<sup>5</sup> The policy then states that the following factors should be considered in these cases:

. . . maintaining the minimum depth from an arterial street necessary for the establishment or expansion of a general

<sup>4</sup> Shaping Spokane, the Comprehensive Plan for the City of Spokane, page 3-12.

<sup>5</sup> Ibid.

commercial neighborhood business; avoiding intrusion where incompatible into established neighborhoods; and implementing transitional land uses with the intent of protecting neighborhood character.<sup>6</sup> (Full text in **Exhibit E**)

Regarding the direction of General Commercial uses to Centers and Corridors, this proposal is not in a Center. However, there is a designated Neighborhood Mini-Center to the west of the proposal, at the intersection of W Sunset Blvd and S Government Way. The properties between the Mini-Center and the west boundary and a portion of the north boundary of the proposal are already designated General Commercial. Conversely, the remaining boundaries of the proposal are surrounded by the Conservation Open Space designation. Given the proximity to the Mini-Center and the existing adjacent General Commercial designations to the north and west, it would seem that Policy LU 1.8 is generally supportive of the designation of the private properties in this proposal.

Regarding minimum depth from an arterial, there is no discussion in the policy as to what depth is necessary or reasonable for the development of a commercial use, only that it be a consideration. This proposal would designate an area of general commercial that is a maximum depth of approximately 500 feet from the centerline of W Sunset Blvd. It is unlikely that the City of Spokane's portion of the right of way directly south of W Sunset Blvd will be used for commercial development, however the remaining right of way to the south could provide space for commercial uses. Furthermore, the southern boundary of the proposal is consistent with the extent of the General Commercial designation to the west as it follows the curve of the I 90 offramp.

Regarding intrusion into established neighborhoods, this proposal would designate five single unit homes as General Commercial. Two of the single unit homes are already designated Neighborhood Retail while the others are designated Residential Low and are surrounded by commercial uses to the north and west and office uses to the south. While the existing development may appear residential in nature, the Land Use Plan Map designation of the western two homes already envisions a more intense use long term. Additionally, the proposal is bounded by W Sunset Blvd to the north, the interchange of I 90 and US 195 to the south, General Commercial designations to the west, and a bluff leading down to Latah Creek to the east. Thus, this proposal represents the likely extent to which General Commercial, or development of any kind, could expand on the south side of W Sunset Blvd. When viewing this factor against consideration of long-term goals for this area (namely the establishment of a healthy Mini-Center), it would appear that commercial use in this area is warranted per the policy.

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<sup>6</sup> Ibid.

Regarding transitional uses, the proposal does not include the designation of transitional land uses between the General Commercial designation and surrounding uses. As stated under the considerations above, this proposal would designate the extent of developable land in this area as General Commercial. With General Commercial designations to the west and north and no residential land uses remaining in the vicinity, the inclusion of transitional land uses in the proposal is unnecessary.

**b. *The map amendment or site is suitable for the proposed designation.***

Staff Analysis: The parcels associated with this proposal are generally flat in nature, generally urban in development pattern, and have access to adequate public services. The proposal area is served by W Sunset Blvd, public transit, and all major utilities. There is no indication that the proposal properties would not be able to support development under the proposed land use and zoning. A large portion of the right of way is vacant and served with utilities found along 8<sup>th</sup> Ave, however, there is a bluff down to Latah Creek on the eastern portion of the right of way that has slopes exceeding 30%, which is considered a critical area. These slopes would likely not be suitable for any future development. If the City were to amend the land use plan map designation and zoning of this ROW, such a change could be limited to the portions west of the slope to accommodate this concern.

**c. *The map amendment implements applicable comprehensive plan policies and subarea plans better than the current map designation.***

Staff Analysis: See the discussion under K.2 above. While the location criteria presented by policy LU 1.8 must be considered, the Comprehensive Plan contains additional policy guidance that bears on the proposal.

West Sunset Highway/Blvd is a planned high-performance transit route and will eventually see an increase in public transportation service. As such, the expansion of General Commercial in the proposal area could be supported by LU 4.6, Transit-Supported Development, by allowing for the development of commercial and residential uses near more frequent transit, both supporting STAs investments in transit service while also providing additional access to residents and employees.

Additionally, since the ROW portion of the proposal is currently designated Conservation Open Space, Policy LU 6.2, Open Space, should be considered. The policy states that Conservation Open Space is intended to be publicly owned, undeveloped, and designated to remain in its natural state. The policy discussion also states that any improvements to these areas should be limited to conservation or recreation. The applicant has not shared intentions for specific development, conservation measures, or other actions that could affect the right of way, nor are they required to for this process. Furthermore, no agency (City, BNSF, WSDOT) would be required to grant the applicant such access. Regardless, when viewing the map change alone, there does not appear to be policy support

for the redesignation of the right of way from Conservation Open Space to General Commercial.

While the subject parcels would appear consistent with the location criteria in LU 1.8, when considering the ROW changes requested by the applicant, the relationship between the locational criteria of the Comprehensive Plan and the proposal remains unclear. Accordingly, staff cannot provide a determination as to whether the ROW portion of the proposal meets this criterion or not. Staff requests that Plan Commission provide input and a determination as to the proposal's relationship with Policies LU 1.8 and LU 6.2 when considering their recommendation on this project at the hearing stage.

Regardless, if Plan Commission and the City Council feels that there is sufficient policy support for the overall change, Staff recommends limiting the changes to the ROW to the area west of the crest of the slope leading down to the Latah River valley, to avoid indicating uses may be placed on steep slopes.

The private application and City sponsored expansion to the west satisfies the criterion. Staff expresses no opinion whether the ROW expansion to the east meets this criterion.

- 3. Rezones, Land Use Plan Amendment:** *Corresponding rezones will be adopted concurrently with land use plan map amendments as a legislative action of the city council. If policy language changes have map implications, changes to the land use plan map and zoning map will be made accordingly for all affected sites upon adoption of the new policy language. This is done to ensure that the comprehensive plan remains internally consistent and to preserve consistency between the comprehensive plan and supporting development regulations.*

Staff Analysis: If this proposal is adopted by City Council, changes to the Land Use Plan Map in the Comprehensive Plan and the Zoning Map will occur concurrently, ensuring consistency between the Comprehensive Plan and applicable development regulations.

The proposal satisfies this criterion.

## VII. CONCLUSION

The proposal has been processed and considered according to the requirements of the Spokane Municipal Code. According to the information provided above and the whole of the administrative record, the proposal appears to meet the criteria for a comprehensive plan amendment as provided in SMC 17G.020.030.

Following the close of public testimony and deliberations regarding conclusions with respect to the review criteria and decision criteria detailed in SMC Chapter 17G.020, Plan Commission will need to make a recommendation to City Council for approval or denial of the requested amendment to the Land Use Plan map of the City's Comprehensive Plan.

### **VIII. STAFF RECOMMENDATION**

Staff recommends the Plan Commission and City Council **approve** the proposal for the private application and city sponsored expansion properties to the west.

Staff has **no recommendation** for the city sponsored ROW expansion to the east.

### **IX. LIST OF EXHIBITS**

- A. Aerial Photos
- B. Existing and Proposed Land Use Plan Map
- C. Existing and Proposed Zoning Map
- D. Application Notification Area
- E. List of Relevant Comp Plan Policies
- F. Application Materials
- G. SEPA Checklist
- H. SEPA Determination of Non-Significance
- I. Agency Comments
- J. Legal Description of Proposal Area





# Exhibit A: Aerial Photos



**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.

### Detailed Aerial Photo (2022)



Proposal Area

Expansion Areas

### Wide Area Aerial Photo (2022)



**Agent:** Storhaug Engineering  
**Parcels:** 25243.1304  
25243.1305  
25243.1306  
25243.1307  
25243.1308  
25243.1309  
25243.1502  
Right-Of-Way  
**Size:** 1.1 acres plus  
3.2 acres right-of-way  
(Size is Approximate)

### Project Location





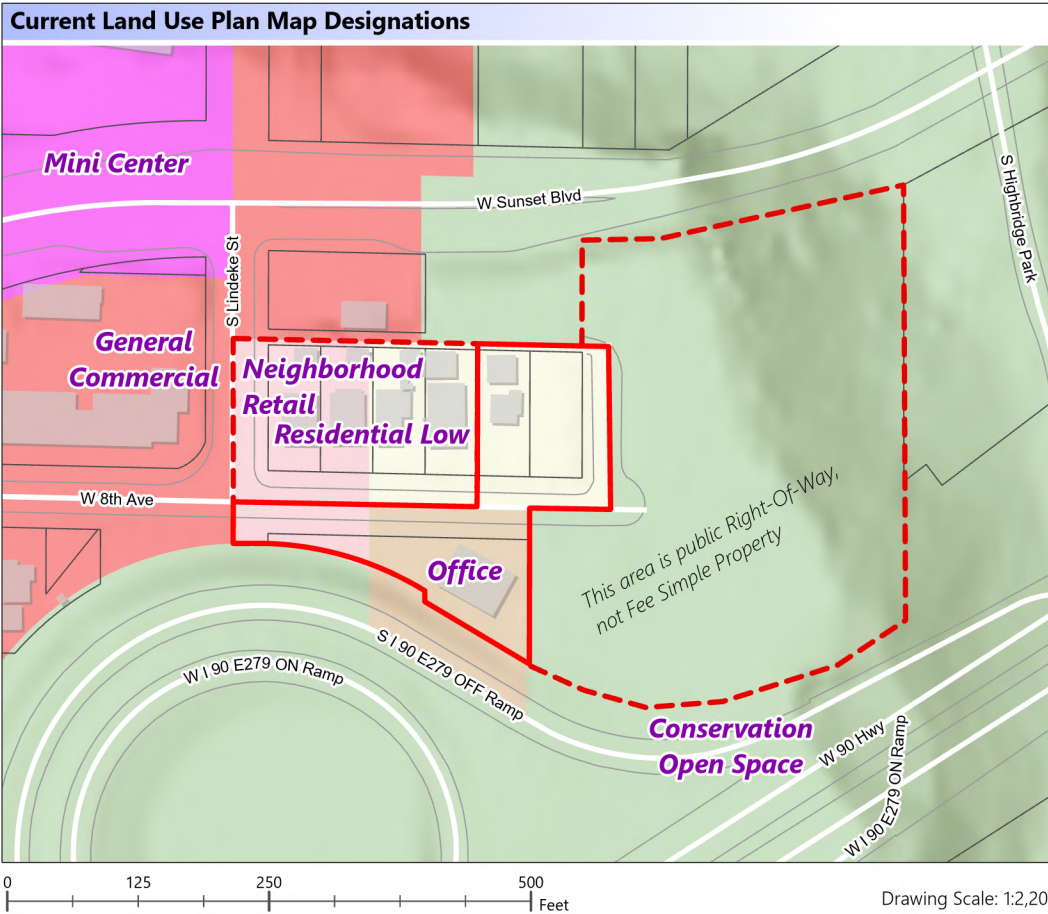


# Exhibit B: Land Use Plan Map Changes

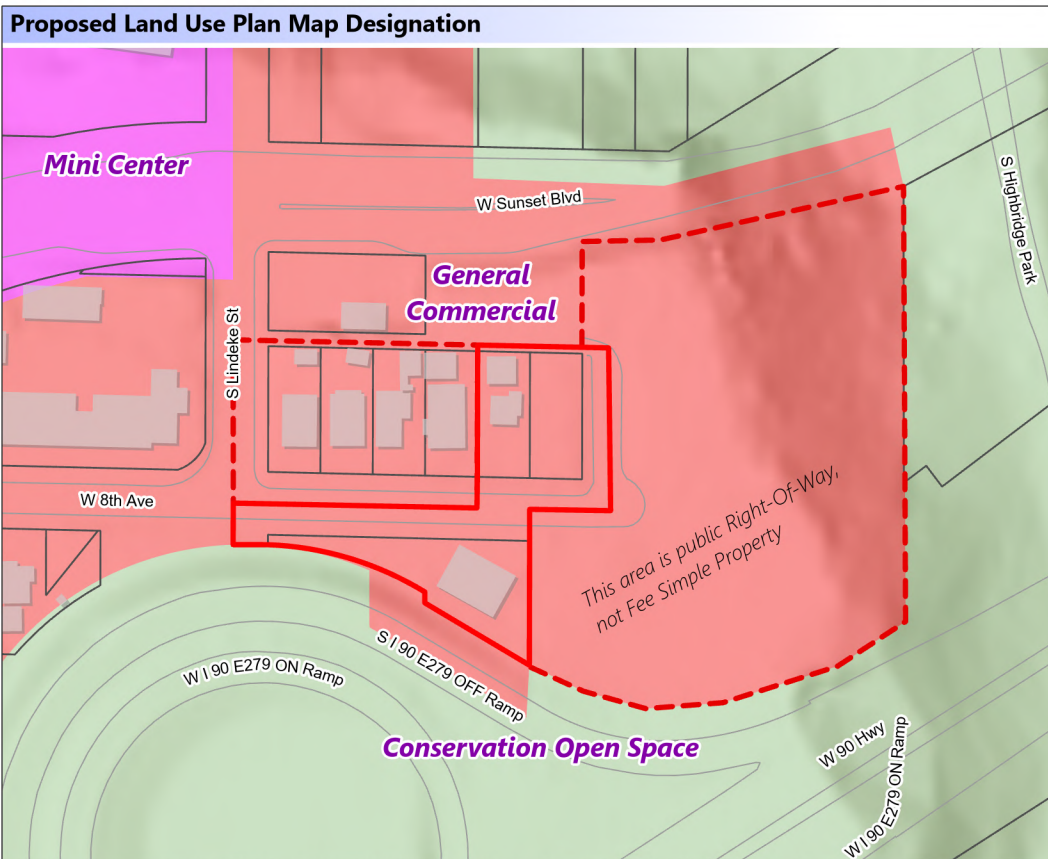
Department of Planning & Economic Development



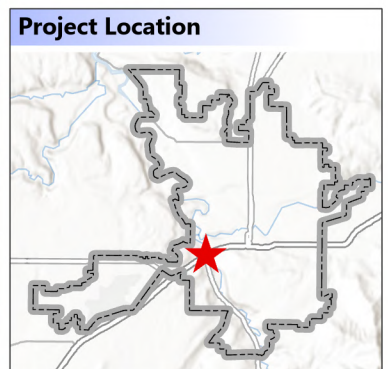
**THIS IS NOT A LEGAL DOCUMENT**  
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- Project Area
  - Expanded Area
  - Parcel
  - Buildings
  - Curb Line
- Land Use Plan Designation**
- Conservation Open Space
  - Residential Low
  - Office
  - Neighborhood Retail
  - Mini Center
  - General Commercial



- Agent:** Storhaug Engineering  
**Parcels:** 25243.1304  
 25243.1305  
 25243.1306  
 25243.1307  
 25243.1308  
 25243.1309  
 25243.1502  
 Right-Of-Way  
**Size:** 1.1 acres plus  
 3.2 acres right-of-way  
 (Size is Approximate)





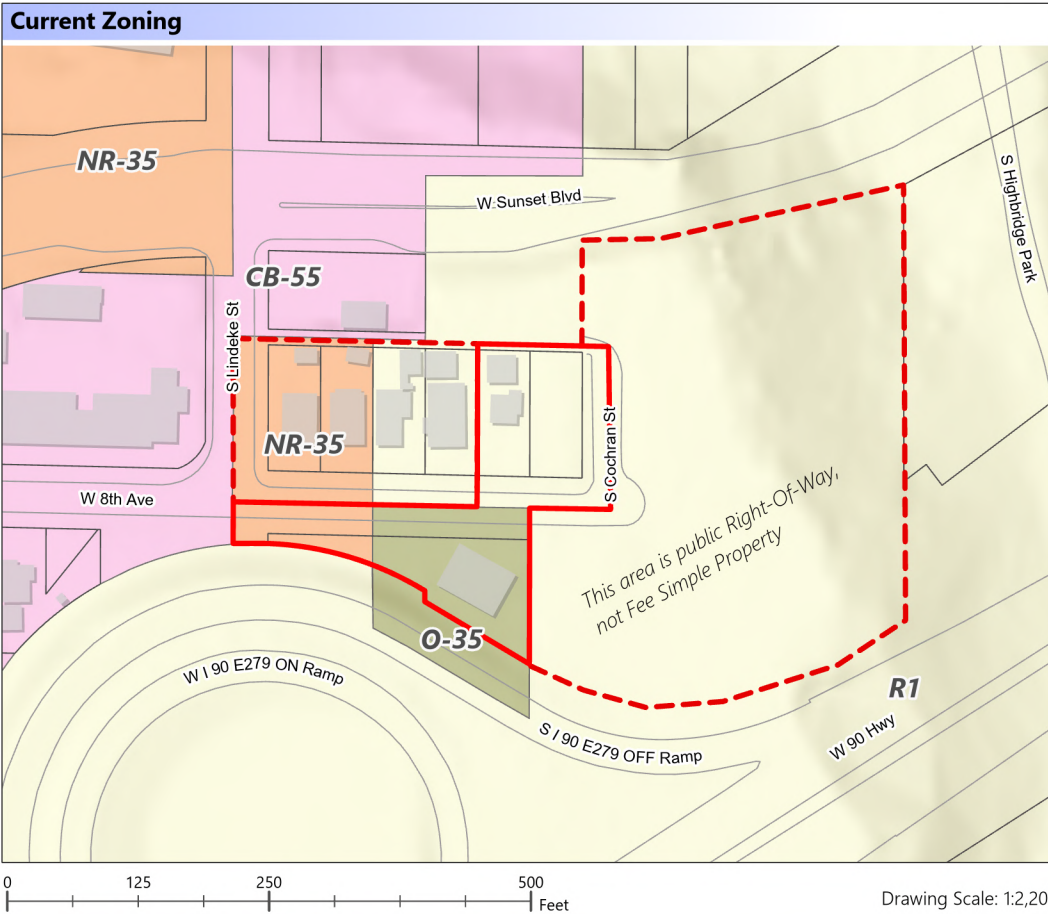


# Exhibit C: Zoning Changes

Department of Planning & Economic Development



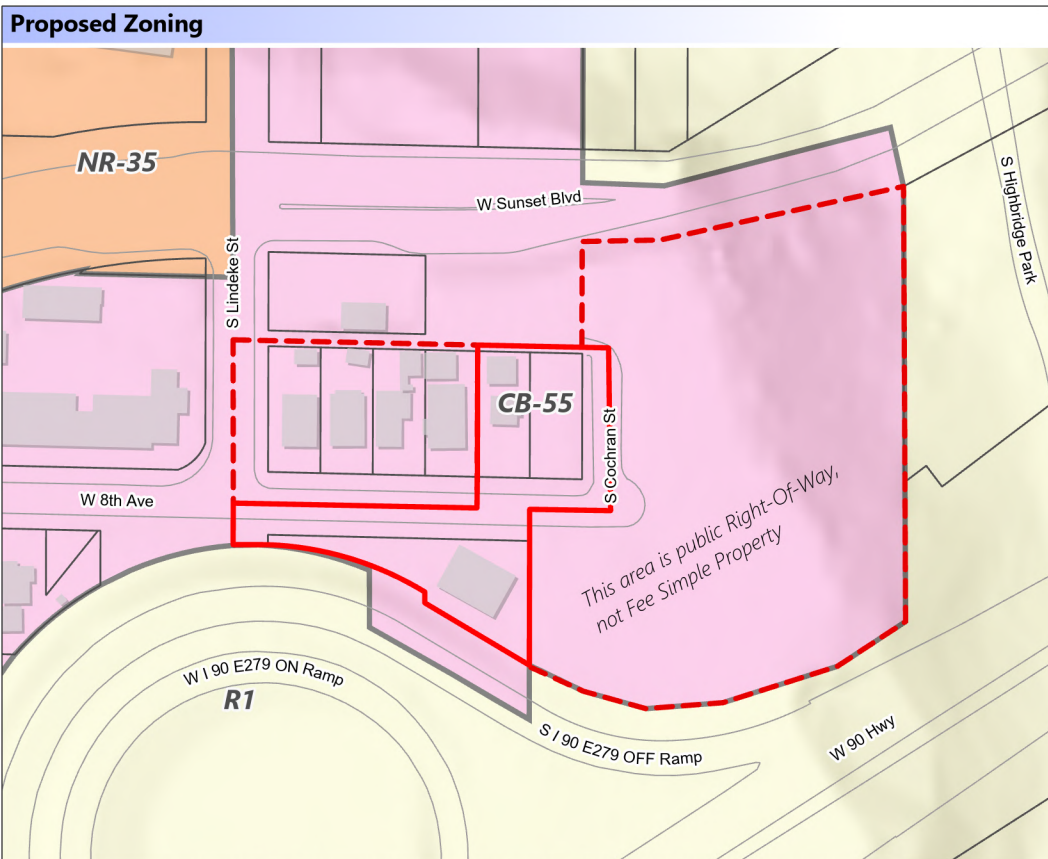
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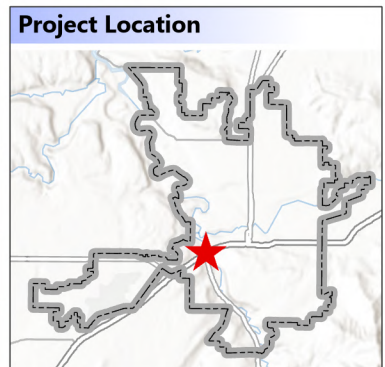
- Project Area
- Expansion Area
- Buildings
- Parcel
- Curb Line

### Zoning

- Community Business
- Neighborhood Retail
- Office
- Residential 1



- Agent:** Storhaug Engineering
- Parcels:** 25243.1304  
25243.1305  
25243.1306  
25243.1307  
25243.1308  
25243.1309  
25243.1502
- Right-Of-Way**
- Size:** 1.1 acres plus  
3.2 acres right-of-way  
(Size is Approximate)





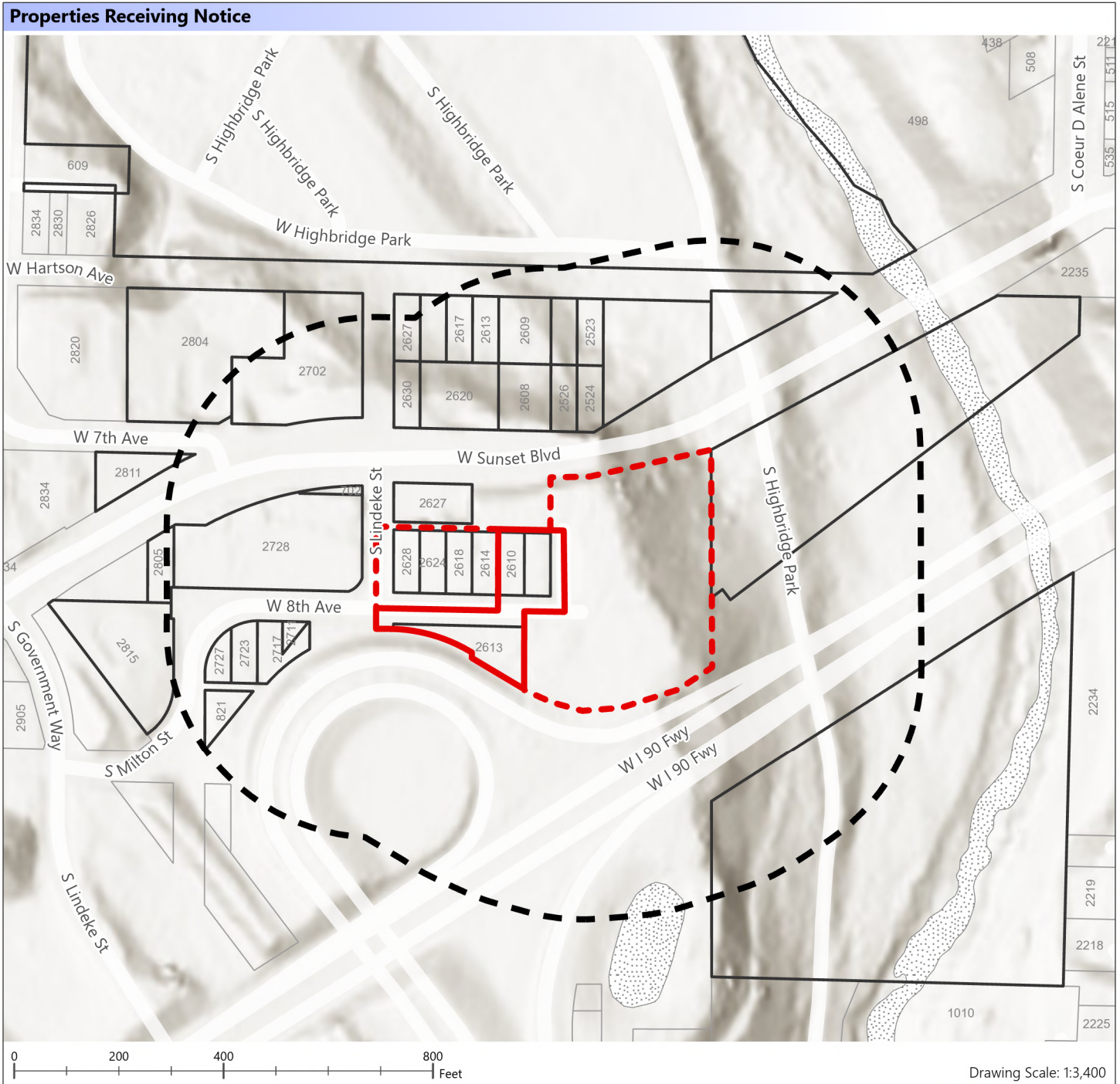


# Notification Map - Comprehensive Plan Amendment

Department of Planning & Economic Development

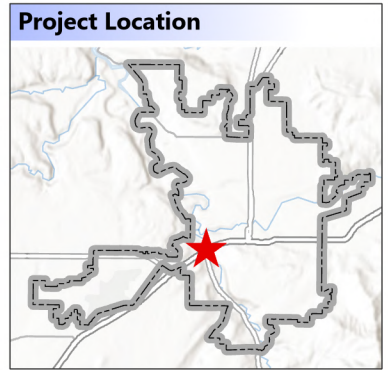


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The information shown on this map is compiled from various sources and is subject to constant revision. Information shown on this map should not be used to determine the location of facilities in relationship to property lines, section lines, streets,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



**Applicant:** Storhaug Engineering  
**Parcels:** 25243.1304, 25243.1305, 25243.1306, 25243.1307, 25243.1308, 25243.1309, 25243.1502, and Rights-of-Way (ROW)  
**Size:** 1.1 acres & 3.2 acres ROW (Size is Approximate)

- 400' Notification Area
- Original Proposal
- Also Under Consideration
- Parcels
- City Limits



**This Proposal Would:** Amend the Land Use Plan Map designation and Zoning for seven (7) parcels and some ROW in the West Hills Neighborhood. Parcels outlined in bold will receive notice of the proposal and the eventual Plan Commission hearing. Numbers indicate the parcel address.

Path: H:\Planning\Programs\_Long\_Range\GIS Mapping Program\Z23-042COMP Comp Plan Amendments 2023-2024 Cycle\Z23-042COMP Comp Plan Amendments 2023-2024 Cycle.aprx



## Comprehensive Plan Policies Related to the Proposal

The following goals and policies are taken directly from the Comprehensive Plan and comprise those goals and policies that staff feels bears most directly on the proposal. The entire Comprehensive Plan is available for review and consideration at [www.shapingspokane.org](http://www.shapingspokane.org) as well.

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### LU 1 CITYWIDE LAND USE

**Goal: Offer a harmonious blend of opportunities for living, working, recreation, education, shopping, and cultural activities by protecting natural amenities, providing coordinated, efficient, and cost effective public facilities and utility services, carefully managing both residential and non-residential development and design, and proactively reinforcing downtown Spokane’s role as a vibrant urban center.**

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#### LU 1.1 Neighborhoods

*Utilize the neighborhood concept as a unit of design for planning housing, transportation, services, and amenities.*

**Discussion:** Neighborhoods generally should have identifiable physical boundaries, such as principal arterial streets or other major natural or built features. Ideally, they should have a geographical area of approximately one square mile and a population of around 3,000 to 8,000 people. Many neighborhoods have a Neighborhood Center that is designated on the Land Use Plan Map. The Neighborhood Center, containing a mix of uses, is the most intensive activity area of the neighborhood. It includes higher density housing mixed with neighborhood-serving retail uses, transit stops, office space, and public or semi-public activities, such as parks, government buildings, and schools.

A variety of compatible housing types are allowed in a neighborhood. The housing assortment should include higher density residences developed in the form of small scale apartments, townhouses, duplexes, and rental units that are accessory to single-family homes, as well as detached single-family homes.

A coordinated system of open space, nature space, parks, and trails should be furnished with a neighborhood park within walking distance or a short transit ride of all residences. A readily accessible elementary school should be available for neighborhood children. Neighborhood streets should be narrow and tree-lined with pedestrian buffer strips (planting strips) and sidewalks. They should be generally laid out in a grid pattern that allows easy access within the neighborhood. Alleys are used to provide access to garages and the rear part of lots. Pedestrian amenities like bus shelters, benches, and fountains should be available at transit stops.

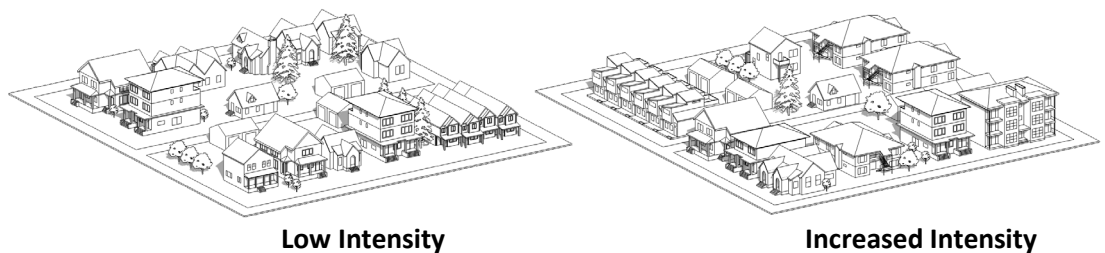
### LU 1.3 Lower Intensity Residential Areas

*Focus a range of lower intensity residential uses in every neighborhood while ensuring that new development complements existing development and the form and function of the area in which it is located.*

**Discussion:** The city’s residential neighborhoods are one of its most valuable assets. Diversity in both housing type and residents in these areas is essential for the wellbeing and health of the city’s neighborhoods. Lower intensity residential uses, from detached homes to middle housing types, are generally compatible with each other and can be incorporated effectively into all neighborhoods. Accordingly, some residential areas would benefit from slightly increased intensities of residential use (e.g., somewhat taller buildings, more lot coverage), dependent on the context and nature of the surrounding neighborhood. These areas of increased residential development should focus on those parts of the neighborhood where proximity to adequate transportation (such as frequent transit), parks, schools, shopping, and other services already exists and where conditions allow for accommodation of increased utility/service needs and other impacts such as parking or the need for public green space.

Complementary types of development should include places for neighborhood residents to walk to work, shop, eat, and recreate. Complementary uses include those serving daily needs of residents, including schools, places of worship, grocery stores, recreation facilities, and small-format retail and medical uses. Development of these uses in a manner that avoids negative impacts to surroundings is essential. Creative mechanisms, including design standards, must be implemented to address these impacts so that potential conflicts are avoided.

The following graphics are provided as a conceptual guide to different intensities envisioned by this policy. These are schematic representations of possible development intensities and are not intended to call for specific structure designs or architectural details.



For specific guidance as to the Land Use Plan Map designations guided by this policy—“Residential Low” and “Residential Plus”—see Section 3.4 below.

*Policy LU 1.3 amended by Ordinance C36414 on September 7, 2023.*

### LU 1.8 General Commercial Uses

*Direct new General Commercial uses to Centers and Corridors designated on the Land Use Plan Map.*

**Discussion:** General Commercial areas provide locations for a wide range of commercial uses. Typical development in these areas includes freestanding business sites and larger grouped businesses (shopping centers). Commercial uses that are auto-oriented and include outdoor sales and warehousing

are also allowed in this designation. Land designated for General Commercial use is usually located at the intersection of or in strips along principal arterial streets. In many areas such as along Northwest Boulevard, this designation is located near residential neighborhoods.

To address conflicts that may occur in these areas, zoning categories should be implemented that limit the range of uses, and site development standards should be adopted to minimize detrimental impacts on the residential area. New General Commercial areas should not be designated in locations outside Centers and Corridors. Existing commercial strips should be contained within their current boundaries with no further extension along arterial streets allowed.

However, recognizing existing investments, and given deference to existing land-use patterns, exceptions to the containment policy may be allowed for limited expansions adjacent to existing General Commercial areas located outside Centers and Corridors. The factors to consider in such adjacent expansions include: maintaining the minimum depth from an arterial street necessary for the establishment or expansion of a general commercial neighborhood business; avoiding intrusion where incompatible into established neighborhoods; and implementing transitional land uses with the intent of protecting neighborhood character.

Areas designated General Commercial within Centers and Corridors are encouraged to be developed in accordance with the policies for Centers and Corridors. Through a neighborhood planning process for the Center, these General Commercial areas will be designated in a land use category that is appropriate in the context of a Center and to meet the needs of the neighborhood.

Residential uses are permitted in these areas. Residences may be in the form of single-family homes on individual lots, upper-floor apartments above business establishments, or other higher density residential uses.

*Policy LU 1.8 amended by Ordinance C35842 on January 17, 2020.*

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## **LU 4 TRANSPORTATION**

**Goal: Promote a network of safe and cost effective transportation alternatives, including transit, carpooling, bicycling, pedestrian-oriented environments, and more efficient use of the automobile, to recognize the relationship between land use and transportation.**

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### **LU 4.6 Transit-Supported Development**

*Encourage transit-supported development, including a mix of employment, residential, and commercial uses, adjacent to high-performance transit stops.*

**Discussion:** People are more likely to take transit to meet their everyday travel needs when transit service is frequent, at least every 15 minutes. Mixed-use development in these areas will enable less reliance on automobiles for travel, reduce parking needs, and support robust transit ridership. Land use regulations and incentives will encourage this type of development along high-performance transit corridors.

Transit-supported development should be encouraged through the application of development incentives, enhanced design measures, streetscape standards, parking standards, and potential changes in density and use. Each of these measures should be developed through a sub-area planning (or



similar) process as each high-performance transit line is planned and developed. These sub-area planning processes should include neighborhood and stakeholder involvement and public participation processes to ensure that site-specific and neighborhood-context issues are addressed and benefits are maximized.

*Policy LU 4.6 amended by Ordinance C35841 on January 17, 2020.*

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## **LU 5 DEVELOPMENT CHARACTER**

**Goal: Promote development in a manner that is attractive, complementary, and compatible with other land uses.**

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### **LU 5.5 Compatible Development**

*Ensure that infill and redevelopment projects are designed to be compatible with and complement surrounding uses and building types.*

**Discussion:** New infill development and redevelopment should be designed and planned to seek compatibility with its location. Consideration should be given to multiple scales of compatibility, from the site on which the use will be constructed to the wider area in which it will reside. New development or redevelopment should also seek to complement and enhance the existing neighborhood where possible by expanding the choices available in the area and improving the use and form of the area in which it is located. For example, middle housing types provide for increased diversity in scale and form while also maintaining a high level of compatibility with existing residential neighborhoods, especially in those areas where only one housing type was previously available.

*Policy LU 5.5 amended by Ordinance C35841 on January 17, 2020.*

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## **LU 6 ADEQUATE PUBLIC LANDS AND FACILITIES**

**Goal: Ensure the provision and distribution of adequate, public lands and facilities throughout the city.**

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### **LU 6.2 Open Space**

*Identify, designate, prioritize, and seek funding for open space areas.*

**Discussion:** The open space land use map designation consists of three major categories:

**Conservation Open Space:** Conservation Open Space includes areas that are publicly owned, not developed, and designated to remain in a natural state. It is intended to protect areas with high scenic value, environmentally sensitive conditions, historic or cultural values, priority animal habitats, and/or passive recreational features. It is expected that improvements in these areas would be limited to those supporting preservation or some passive recreation activities, like soft trails and wildlife viewpoints.

## **3.4 DESCRIPTION OF LAND USE DESIGNATIONS**

The following land use plan map designations are necessary for development and growth in the city to achieve the vision and values discussed at the beginning of the chapter. These land use designations are shown on the following map, LU-1 Land Use Plan Map, which apply the requirements of land use and

the goals and policies of the Comprehensive Plan to the physical environment, describing the types of development expected in each area. The overall strategy, as described above, is that development mass, height, and lot coverage be concentrated in focused growth areas (Centers and Corridors) while the remaining parts of the city remain occupied by lower intensity uses. Furthermore, future changes to the land use plan map should seek to achieve a transition between areas of lower and higher development mass and form and should avoid locations where the lowest intensity uses immediately transition to the highest intensity uses.

There is expected to be some variation in residential zones within each residential land use plan map designation. Contextual factors such as proximity to services, transportation options, and existing land use patterns should be considered when assigning a zoning category.

The land use designations and their general characteristics are as follows:

**General Commercial:** The General Commercial designation includes a wide range of commercial uses. Everything from freestanding business sites or grouped businesses (shopping centers) to heavy commercial uses allowing outdoor sales and warehousing are allowed in this designation. Higher density residential use is also allowed. Commercial designated land is usually located at the intersection of or in strips along principal arterial streets. In locations where this designation is near residential areas, zoning categories should be implemented that limit the range of uses that may have detrimental impacts on the residential area. Existing commercial strips are contained at their current boundaries with no further expansion allowed.

**Residential Low:** The Residential Low land use designation should focus on a range of housing choices built at the general scale and height of detached houses. This includes both detached and attached homes and housing categorized as middle housing (duplex, triplex, etc.). Combinations of these types should also be allowed, such as a duplex with an accessory dwelling unit. Other non-residential uses should be allowed conditionally, provided they integrate into the nature and context of the neighborhood. This would include uses such as schools, places of worship, grocery, small-format retail and medical services, and other resident serving uses.

Residential Low areas are appropriate in parts of the city where amenities and services are scaled for a lower level of development intensity.

**Conservation Open Space:** The Conservation Open Space land use category includes areas that are publicly owned, not developed, and designated to remain in a natural state. The purpose of this category is to protect areas with high scenic value, environmentally sensitive conditions, historic or cultural values, priority animal habitat, and/or passive recreational features. It is expected that improvements would be limited to those supporting preservation or some passive recreation activities, like soft trails and wildlife viewpoints.





# General Application

Rev.20180104

## DESCRIPTION OF PROPOSAL

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Address of Site Proposal *(if not yet assigned, obtain address from Public Works before submitting application)*:

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## APPLICANT

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## PROPERTY OWNER

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## AGENT

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Assessor's Parcel Numbers: \_\_\_\_\_

Legal Description of Site: \_\_\_\_\_

2 General Application

Size of Property: Parcel is approx. .29 acres.

List Specific Permits Requested in this Application:

SUBMITTED BY:

Storhaug Engineering

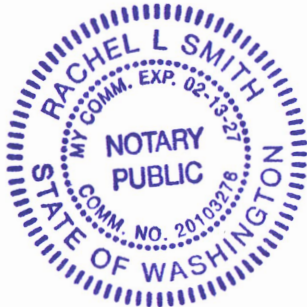
- Applicant Property Owner Property Purchaser Agent

In the case of discretionary permits (administrative, hearing examiner, landmarks commission or plan commission), if the applicant is not the property owner, the owner must provide the following acknowledgement:

I, HARLAN HEISE, owner of the above-described property, do hereby authorize Storhaug Engineering to represent me and my interests in all matters regarding this application.

[Signature]
ACKNOWLEDGMENT

STATE OF WASHINGTON )
) ss.
COUNTY OF SPOKANE )



On this 26th day of October, 2023, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared to me known to be the individual that executed the foregoing instrument and acknowledged the said instrument to be free and his/her free and voluntary act and deed, for the uses and purposes therein mentioned.

Witness my hand and official seal hereto affixed the day and year first above written.

[Signature]
Notary Public in and for the State of Washington, residing at Spokane County, WA



# General Application

Rev.20180104

## DESCRIPTION OF PROPOSAL

---

---

Address of Site Proposal *(if not yet assigned, obtain address from Public Works before submitting application)*:

---

## APPLICANT

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## PROPERTY OWNER

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## AGENT

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Assessor's Parcel Numbers: \_\_\_\_\_

Legal Description of Site: \_\_\_\_\_

2 General Application

Size of Property: Both parcels total approx. .28 acres

List Specific Permits Requested in this Application: \_\_\_\_\_

SUBMITTED BY:

Storhaug Engineering

- Applicant
- Property Owner
- Property Purchaser
- Agent

In the case of discretionary permits (administrative, hearing examiner, landmarks commission or plan commission), if the applicant is not the property owner, the owner must provide the following acknowledgement:

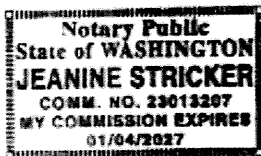
Douglas W. Heise  
Douglas W. Heise, owner of the above-described property, do hereby authorize Storhaug Engineering to represent me and my interests in all matters regarding this application.

ACKNOWLEDGMENT

STATE OF WASHINGTON )  
 ) ss.  
 COUNTY OF SPOKANE )

On this 26 day of October, 2023, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared Douglas Heise to me known to be the individual that executed the foregoing instrument and acknowledged the said instrument to be free and his/her free and voluntary act and deed, for the uses and purposes therein mentioned.

Witness my hand and official seal hereto affixed the day and year first above written.



Jeanine Stricker  
 Notary Public in and for the State of Washington, residing at  
Stevens County

## City of Spokane Comprehensive Plan Amendment

### Pre-Application Answers

#### Northwest Renewables, Storhaug Engineering Project 23-165

##### General Questions:

- a. Summarize the general nature of the proposed amendment.  
**The proposed change in Land Use from Residential Low, Office, and Neighborhood Retail to General Commercial is necessary to develop commercial uses on-site. The potential uses would be more compatible than the current designation given the physical realities of the site, which are not ideal for single-family dwellings (the existing office is compatible with the current and proposed designations). The physical realities include being nearby to a busy road (Sunset Hwy), a railway viaduct (BNSF), and an I-90 on/off-ramp. The proposed zoning would likely become CB-55 to match the adjacent commercial zone.**
  
- b. Why do you feel this change is needed?  
**The proposed change in Land Use from Residential Low, Office and Neighborhood Retail (split zoned parcel) to General Commercial is necessary to develop commercial uses on-site. The potential uses would be more compatible than the current designations given the physical realities of the site, which are not ideal for single-family dwellings or open space/public parks (the existing office is compatible with the current and proposed designations). The physical realities include being nearby to a busy road (Sunset Hwy), a railway viaduct (BNSF), and an I-90 on/off-ramp.**
  
- c. In what way(s) is your proposal similar to or different from the fundamental concepts contained in the comprehensive plan?  
**The City of Spokane Comprehensive Plan, amended September 7, 2023, LU 1.8 states that “land designated for General Commercial use is usually located at the intersection of or in strips along principal arterial streets”. Our project is directly against a Major Arterial, supporting these scenarios with the incentive that Sunset HWY is an existing commercial corridor with compatible zoning. This application is consistent with the Comprehensive Plan goals, objectives, and policies, specifically but not limited to:**

##### Chapter 3, Land Use

###### Vision:

- “Growth will be managed to allow a mix of land uses that fit, support, and enhance Spokane’s livability, protect the environment, sustain the downtown area, and broaden the economic base of the community.”

###### Values:

- “Celebrating the uniqueness of each neighborhood while allowing for growth and diversity everywhere;” and “Encouraging development in built areas while promoting complementary

changes in all parts of the city.”

**Goals & Policies:**

- LU 1.1 Neighborhoods, “Utilize the neighborhood concept as a unit of design for planning housing, transportation, services, and amenities.”
- LU 1.8 General Commercial Uses, “Direct new General Commercial uses to Centers and Corridors designated on the Land Use Plan Map.” (West Hills Mini-Center)
- LU 5.5 Compatible Development, “Ensure that infill and redevelopment projects are designed to be compatible with and complement surrounding uses and building types.”

The majority of the project site is designated as Conservation Open Space (LU 6.2), however, that is an inconsistent land use give the reality that this site has no park-like qualities other than a view of Latah Creek. It is vacant, directly adjacent to the highway, under a railroad viaduct, and is prone to vandalism, littering, camping, and other unwanted activities, which make it not ideal for a public park.

- d. For text amendments: What goals, policies, regulations or other documents might be changed by your proposal?

**N/A**

- e. For map amendments:

- a. What is the current Land Use designation and zoning for each affected parcel?

**Land Use: Residential Low, Office/Neighborhood Retail (split zoned parcel).**

**Zoning: RSF, Office, Neighborhood Retail**

- b. What is the requested Land Use designation and zoning for each affected parcel?

**Requested Land Use: General Commercial**

- c. **Requested Zoning: CB-55**

- d. Describe the land uses surrounding the proposed amendment site(s); e.g. land use type, vacant/occupied, etc.

**The subject site is surrounded by several land uses: Conservation Open Space, Office, Residential Low, Neighborhood Retail, General Commercial, and the W Sunset Blvd & S Government Way Mini Center. There is an existing single-family home with a garage and the Northwest Renewables office, but the rest of the site is vacant except for some pillars of the BNSF railway viaduct. The site is directly adjacent to I-90 and one of its on-off ramps and a cliff that drops down to Latah Creek. The beforementioned Mini Center has several commercial and residential uses.**

- f. Do you know of any existing studies, plans or other documents that specifically relate to or support your proposal?

**No.**

- g. Why did you decide to pursue a comprehensive plan amendment rather than address your concern through some other aspect of the Development Services department’s work program (e.g. neighborhood planning, public input on new regulations, etc.)?

**It is unlikely a variance will be granted for commercial uses in the exclusionary RSF zone. The comprehensive plan’s “Future Land Use Map” is usually directly tied to the zoning map**

**without much flexibility, so in most cases it is a requirement that we amend the comprehensive plan to subsequently amend the zoning map.**

- h. Has there been a previous attempt to address this concern through a comprehensive plan amendment?

**No. Question "i" will not be listed below.**

## City of Spokane Comprehensive Plan Amendment

### Application Answers

#### Northwest Renewables, Storhaug Engineering Project 23-165

##### General Questions:

- a. Describe the nature of the proposed amendment and explain why the change is necessary. **The proposed change in Land Use from Residential Low, Office, and Neighborhood Retail to General Commercial is necessary to develop commercial uses on-site. The potential uses would be more compatible than the current designations given the physical realities of the site, which are not ideal for single-family dwellings (the existing office is compatible with the current and proposed designations). The physical realities include being nearby to a busy road (Sunset Hwy), a railway viaduct (BNSF), and an I-90 on/off-ramp. The proposed zoning would likely become CB-55 to match the adjacent commercial zone.**

- b. How will the proposed change provide a substantial benefit to the public?  
**The vacant portions of the site are prone to vandalism, littering, camping, and other unwanted activities. Adding development potential to the land by changing the land use/zoning to be less restrictive could invite new businesses in the area and put more “eyes on the street” to potentially deter such behavior.**

**The proposal would expand the commercial corridor adjacent to Sunset HWY where the traffic, circulation, and compatible existing commercial uses are located. This is consistent with best management planning and land use practice, as well as those policies previously referenced in the City’s Comprehensive Plan.**

- c. Is this application consistent or inconsistent with the Comprehensive Plan goals, objectives and policies? Describe and attach a copy of any study, report or data, which has been developed that supports the proposed change and any relevant conclusions. If inconsistent please discuss how the analysis demonstrates that changed conditions have occurred which will necessitate a shift in goals and policies.

**This application is consistent with the Comprehensive Plan goals, objectives, and policies, specifically but not limited to:**

##### **Chapter 3, Land Use**

##### **Vision:**

**- “Growth will be managed to allow a mix of land uses that fit, support, and enhance Spokane’s livability, protect the environment, sustain the downtown area, and broaden the economic base of the community.”**

##### **Values:**



- “Celebrating the uniqueness of each neighborhood while allowing for growth and diversity everywhere;” and “Encouraging development in built areas while promoting complementary changes in all parts of the city.”

**Goals & Policies:**

- LU 1.1 Neighborhoods, “Utilize the neighborhood concept as a unit of design for planning housing, transportation, services, and amenities.”
- LU 1.8 General Commercial Uses, “Direct new General Commercial uses to Centers and Corridors designated on the Land Use Plan Map.” (West Hills Mini-Center)
- LU 5.5 Compatible Development, “Ensure that infill and redevelopment projects are designed to be compatible with and complement surrounding uses and building types.”

- d. Is this application consistent or inconsistent with the goals and policies of state and federal legislation, such as the Growth Management Act (GMA) or environmental regulations? If inconsistent, describe the changed community needs or priorities that justify such an amendment and provide supporting documents, reports or studies.

**Yes. Specifically, but not limited to:**

**RCW 36.70A.020**

- **1 Urban Growth.** Encourage development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner.

- **2 Reduce Sprawl.** Reduce the inappropriate conversion of undeveloped land into sprawling, low-density development.

- **5 Economic Development.** Encourage economic development throughout the state that is consistent with adopted comprehensive plans, promote economic opportunity for all citizens of this state, especially for unemployed and for disadvantaged persons, promote the retention and expansion of existing businesses and recruitment of new businesses, recognize regional differences impacting economic development opportunities, and encourage growth in areas experiencing insufficient economic growth, all within the capacities of the state's natural resources, public services, and public facilities.

Our project continues to link commercial use along the HWY, while keeping and promoting the live/work dynamic close to these residential uses. This relationship optimizes commute times - placing commercial near residential, in some areas, while buffering the residential use promoting safety as well as the ‘quaint’ residential feel advances efficient land use planning.

Under LU 4.1 ‘Land Use and Transportation’, it is noted that the Growth Management Act (GMA) intently focuses on the relationship between land use and transportation. This section of the Comp Plan, as it relates to the GMA, requires transportation that is consistent with the land use. Section LU 4.2 ‘*Land Uses That Support Travel Options and Active Transportation*’ supports a goal of promoting “*a compatible mix of housing and commercial uses in Neighborhood Centers, District Centers, Employment Centers, and Corridors*”. Our project, as previously presented, supports this programming.

- e. Is this application consistent with the Countywide Planning Policies (CWPP), the comprehensive plans of neighboring jurisdictions, applicable capital facilities or special district plans, the Regional Transportation Improvement District, and official population growth forecasts? If inconsistent please describe the changed regional needs or priorities that justify such an amendment and provide supporting documents, reports or studies.
- Though this project is a (minor) map amendment to the City of Spokane’s future land use map and not directly related to the CWPP, the comprehensive plans of neighboring jurisdictions, capital facilities or special district plans, the Regional Transportation Improvement District, and official population growth forecasts, it does run with Policy #3 in ‘Promotion of Contiguous and Orderly Development and Provision of Urban Services’**

***For Topic #3, Contiguous and Orderly Development and Provision of Urban Services:***

- ‘The GMA establishes a goal of encouraging development in urban areas where adequate public facilities and services exist or can efficiently be provided. Growth planning must ensure that needed facilities and services are adequate to serve new development without decreasing current service levels below locally established minimum standards’. We meet this policy by continuing infill where commercial uses are currently located (infill, not sprawl).
- ‘The GMA requires that adequate urban governmental services and public facilities be available at the time growth occurs, commonly known as concurrency’. Utilities (both water and sewer mains, as well as electric) are available at the site, as well as other business uses currently in operation.
- To address the Policies under Topic #3 – in general, this areas is served by a fire district, municipal water and sewer, and is served by a Major Arterial. These policies are underscored by the proposed linkage of compatible uses, as well as by placing neighborhoods and corridors near commercial uses.

LU 1.12 relates to ‘Public Facilities and Services’ and is noted in the Comp Plan to “ensure that public facilities and services systems are adequate to accommodate proposed development before permitting development to occur” – “Capital Facilities and Utilities, ensures that necessary public facilities and services are available at the time a development”. Our parcels are adjacent to and surrounded by existing Commercial and Community Business zoning, and has the infrastructure available to assume the proposed zoning designation (commercial). It fits like a glove in both compatibility and best planning practices. As stated in question D, above, LU section 4.1 Land Use and Transportation development works in concert towards reducing sprawl, traffic congestion, and air pollution. In this goal, transportation ‘must’

forecast future traffic capacity needs as the population grows. As Spokane's population increases, the gap between Airway Heights and West Spokane will become closer and denser (essentially bridged into one), with goods and services placed along Sunset HWY, at least in a perfect world... Which, is what this proposal aims at aligning with.

Sunset HWY is a designated tailor truck route with good access for commercial uses, with plans to improve sections on Sunset HWY in the 2023-2028 Six-Year Transportation Improvements Program. Our application doesn't propose increasing density, per say, but for background - according to US Census data, Spokane County's current population is approximately 560,000, and has grown by approximately 80,000 residents in the last decade. With the Seattle squeeze, and more people coming to Spokane from the west side of the State, Spokane will continue to grow rapidly in the next ten years. According to the Spokane Journal, "projections imply a gain of 40,000 to 50,000 residents in the county by 2030. That addition is comparable to the populations of cities the size of Wenatchee and East Wenatchee combined in the next eight years." This is only relevant in the fact that Sunset HWY will most likely continue to grow as a commercial corridor.

- f. Are there any infrastructure implications that will require financial commitments reflected in the Six-Year Capital Improvement Plan?

**Sunset HWY #0514 is slated for a scope of work to 'remove and scarify existing road. Ties to CRP' for the length of .11 mi in the '2023-2028 Six-Year Transportation Improvement Program 2023 Annual Construction Program'. We do not believe this would affect any aspect of our application; just a side note.**

- g. Will this proposal require an amendment to any supporting documents, such as development regulations, Capital Facilities Program, Shoreline Master Program, Downtown Plan, critical areas regulations, any neighborhood planning documents adopted after 2001, or the Parks Plan? If yes, please describe and reference the specific portion of the affected plan, policy or regulation.

**No.**

- h. If this proposal is to modify an Urban Growth Area (UGA) boundary, please provide a density and population growth trend analysis. Changes to the Urban Growth Area may occur only every five years and when the Board of County Commissioners (BOCC) reviews all UGA's countywide.

**N/A**

#### Map Change Proposals:

- a. Attach a map of the proposed amendment site/area, showing all parcel numbers.  
**See attached.**
- b. What is the current land use designation?  
**Residential Low and Office/Neighborhood Retail (split zoned parcel).**

- c. What is the requested land use designation?

**General Commercial.**

- d. Describe the land uses surrounding the proposed amendment site (land use type, vacant/occupied, etc.)

**The subject site is surrounded by several land uses: Conservation Open Space, Office, Residential Low, Neighborhood Retail, General Commercial, and the W Sunset Blvd & S Government Way Mini Center. There is an existing single-family home with a garage and the Northwest Renewables office, but the rest of the site is vacant except for some pillars of the BNSF railway viaduct. The site is directly adjacent to I-90 and one of its on-off ramps and a cliff that drops down to Latah Creek. The beforementioned Mini Center has several commercial and residential uses.**



# Notification Map Application

Rev.20180102

## DESCRIPTION OF PROPOSAL:

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## ADDRESS SITE OF PROPOSAL: (if not assigned yet, obtain address from Public Works before submitting application)

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## APPLICANT

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

## PROPERTY OWNER

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

## AGENT

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**ASSESSOR'S PARCEL NUMBERS:** \_\_\_\_\_

**LEGAL DESCRIPTION OF SITE:** \_\_\_\_\_

**SIZE OF PROPERTY:** \_\_\_\_\_

**LIST SPECIFIC PERMITS REQUESTED IN THIS APPLICATION:**

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**DOES OWNER/APPLICANT OWN PROPERTY ADJACENT TO SUBJECT PROPERTY?** If yes, provide all parcel numbers.

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I acknowledge, as a part of this application, that I am responsible for all notification requirements as described in SMC 17G.060. for public hearing and community meeting. Copies of these instructions are available from the Development Services Department or on [www.spokaneplanning.org](http://www.spokaneplanning.org).

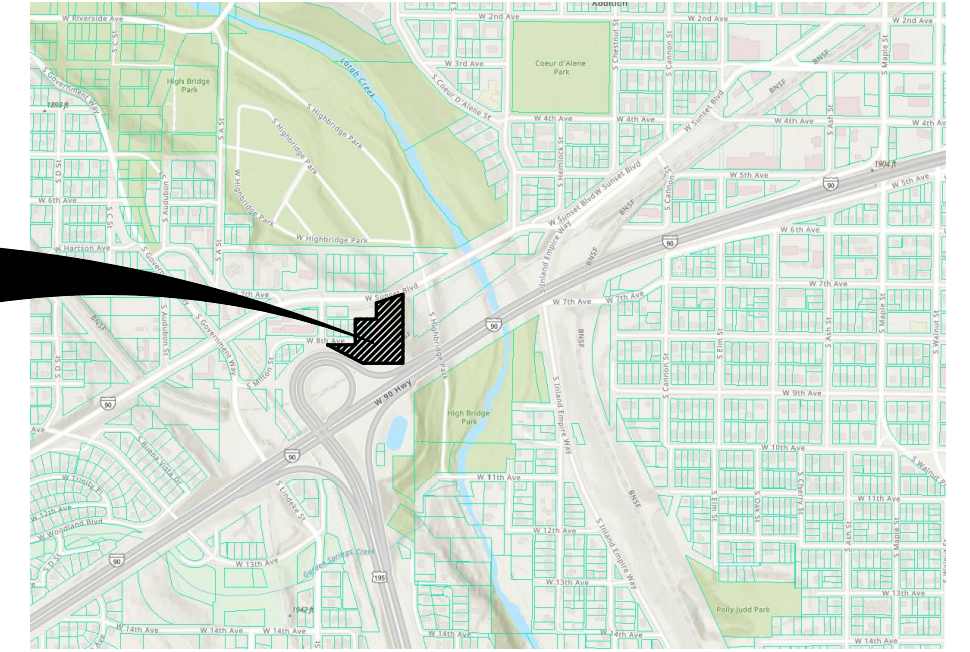
**SUBMITTED BY:**

---

Applicant     Property Owner     Property Purchaser     Agent



COMPREHENSIVE PLAN AMENDMENT  
**NW RENEWABLES CPA**  
 A PORTION OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER,  
 SECTION 24, TOWNSHIP 25 NORTH, RANGE 42 EAST, W.M.,  
 CITY OF SPOKANE, SPOKANE COUNTY, WASHINGTON



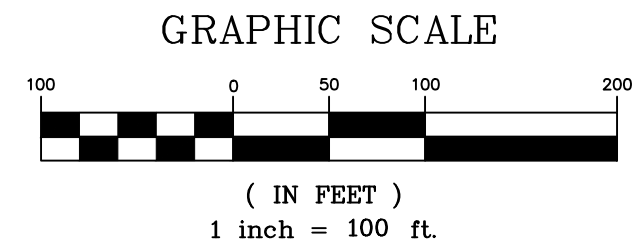
PROJECT AREA

VICINITY MAP

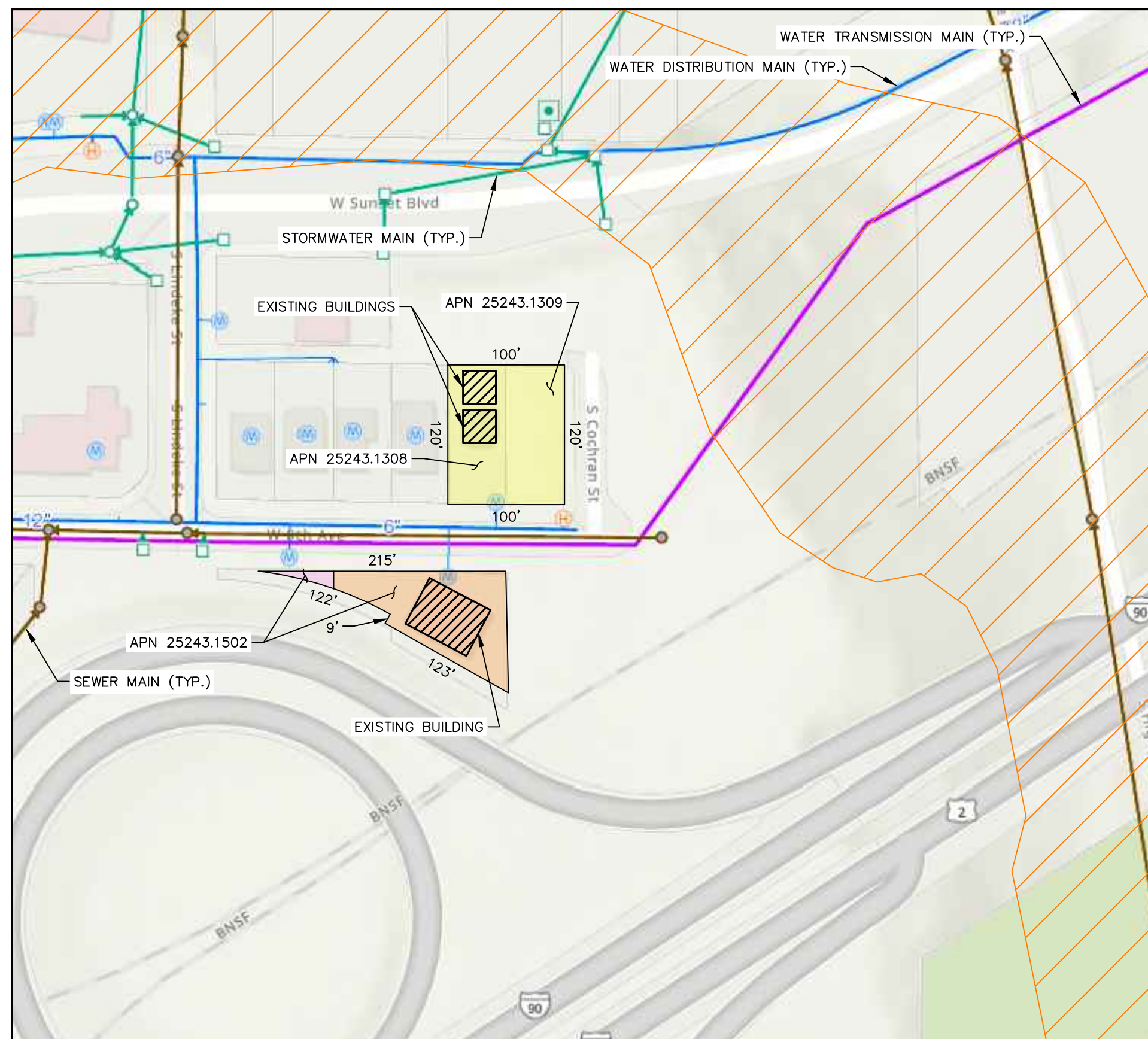
**PRELIMINARY**

**LEGEND**

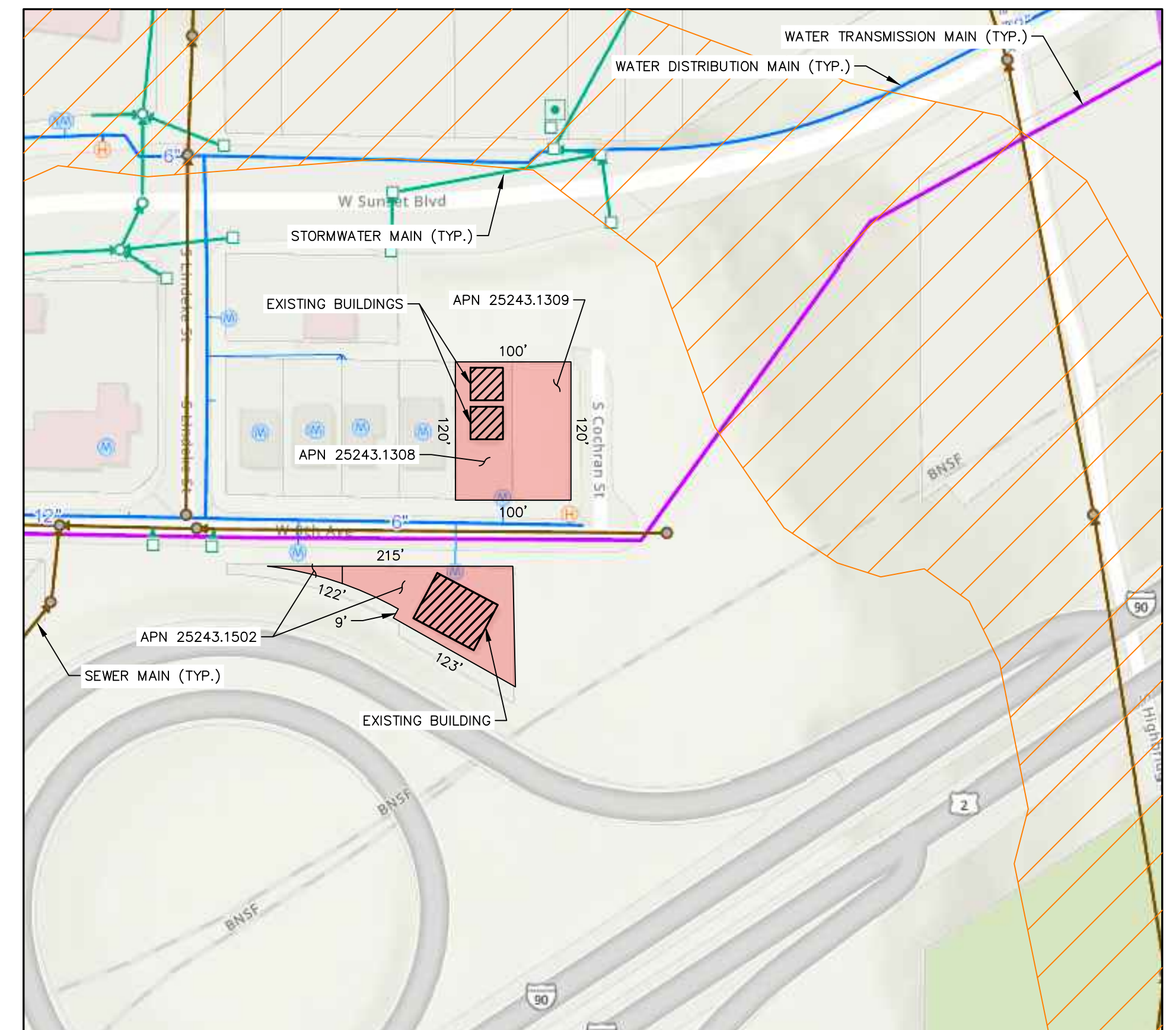
	RESIDENTIAL LOW
	OFFICE
	NEIGHBORHOOD RETAIL
	GENERAL COMMERCIAL
	ERODIBLE SOILS



EXISTING LAND USE DESIGNATION



PROPOSED LAND USE DESIGNATION

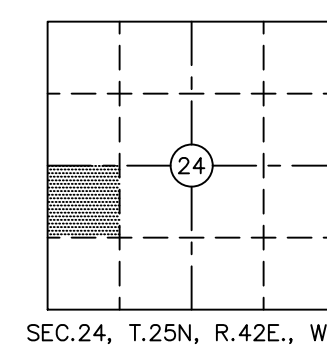


23-165-CPA.dwg EXHIBIT

**OWNERS**  
 DOUGLAS & HARLAN HEISE  
 2613 W 8TH AVE  
 SPOKANE, WA 99224  
 509-732-9255

**APPLICANT**  
 STORHAUG ENGINEERING  
 510 E THIRD AVE  
 SPOKANE, WA  
 509-242-1000

**NOTE**  
 INFORMATION SHOWN DOES NOT  
 REPRESENT A SURVEY. EXACT  
 LEGAL DESCRIPTION AND  
 BOUNDARY DIMENSIONS TBD.



**storhäug**  
 civil engineering planning  
 landscape architecture surveying

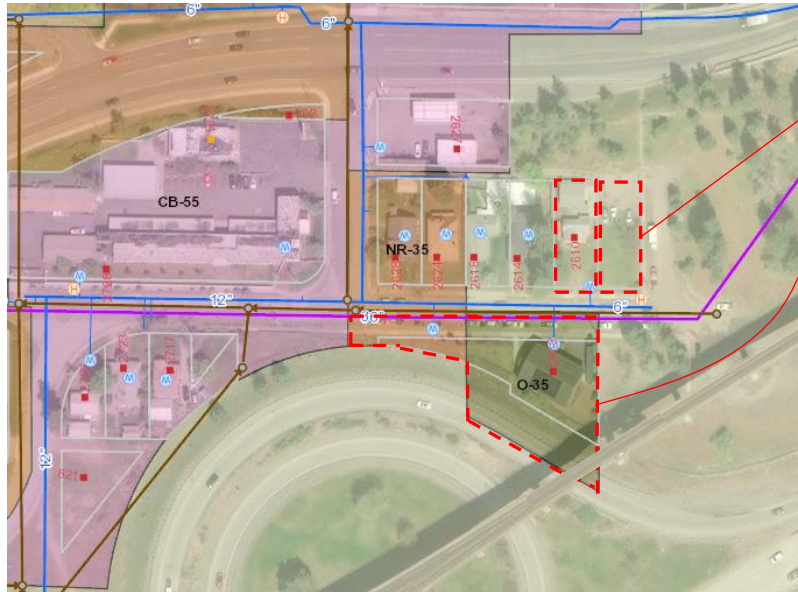
510 east third avenue | spokane, wa | 99202  
 509.242.1000 | www.storhaug.com

DATE 10/25/2023	SCALE 1" = 100'
FIELD BOOK N/A	DRAWN LJT
PROJECT NUMBER 23-165	DRAWING NO. 1 OF 1



# NW RENEWABLES REZONE EXHIBIT Exhibit F, File Z23-476COMP

## EXISTING ZONING: RSF & OFFICE

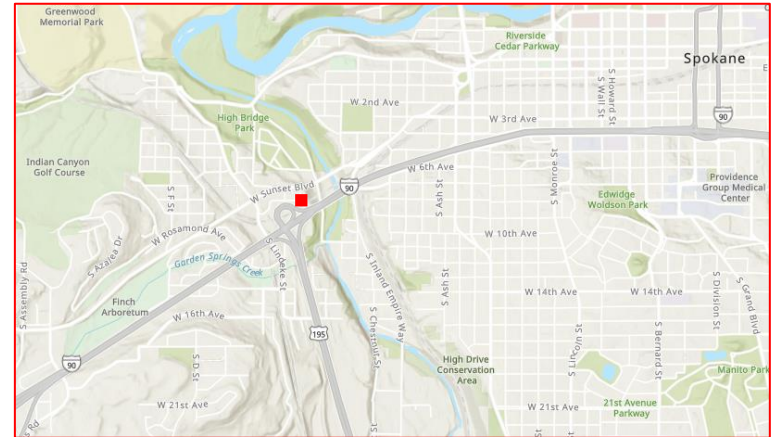


## SUBJECT PARCELS

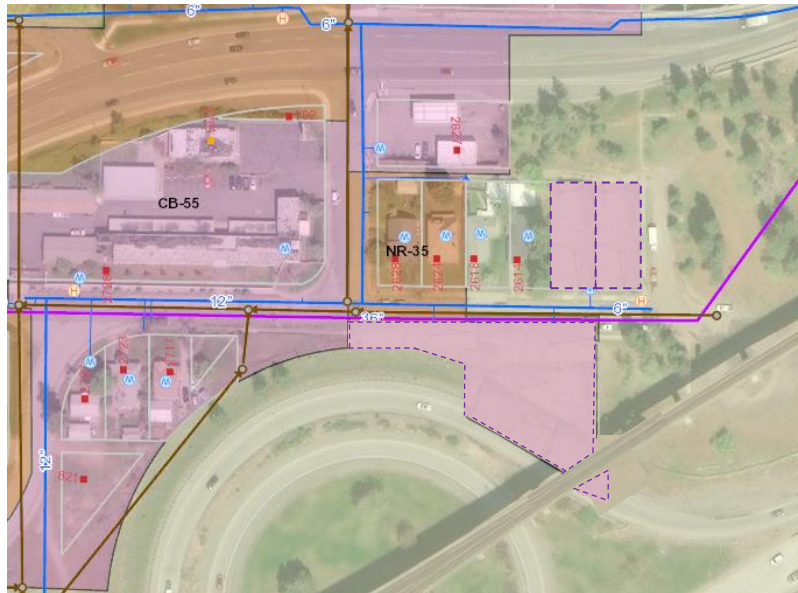
25243.1308 (.14 ACRES) & 25243.1309 (.14 ACRES) & 25243.1502 (.29 acres)

**ADDRESSES:** 2610 W 8TH AVE & 'Unassigned' & 2613 W 8TH AVE

## LOCATION MAP



## PROPOSED ZONING: CB-55



## LEGAL DESCRIPTION

WINONA ADD LTS 3 THRU 7 B7 LYG  
 NLY OF NLY LN OF SR 90 RAMP C &  
 24-25-42: WINONA (3103405) LOT 12 BLOCK 5  
 & WINONA ADD L11 B5

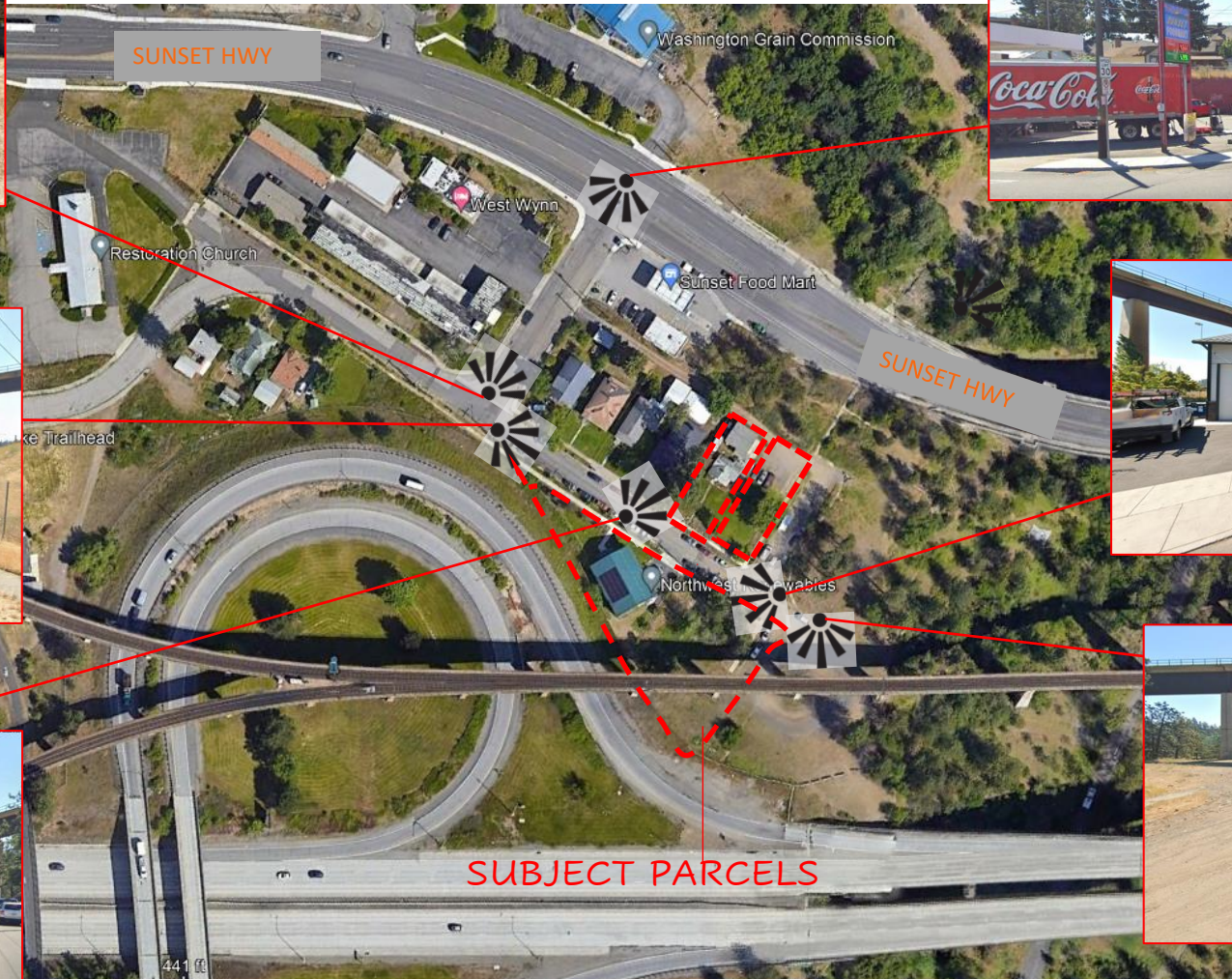
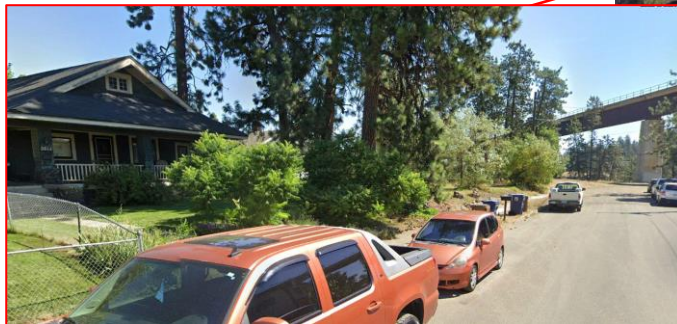
- RESIDENTIAL LOW
- NEIGHBORHOOD RETAIL
- OFFICE
- CB-55

**OWNERS**  
 Douglas & Harlen Heise  
 2613 W 8th Ave  
 Spokane, WA. 99224  
 (509) 723-9255

**APPLICANT**  
 Storhaug Engineering  
 510 E 3rd Ave.  
 Spokane, WA. 99202  
 (509) 242-1000



# SURROUNDING AREA GRAPHIC





## Liam Taylor

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**From:** Freibott, Kevin <kfreibott@spokanecity.org>  
**Sent:** Tuesday, August 22, 2023 5:00 PM  
**To:** Allen T Miller; gavin@northwestrenewables.com; Austin Storhaug; Harlan Heise; Schram, Mike L  
**Cc:** Whitmarsh, Brandon; Liam Taylor; Alex Durkin  
**Subject:** Today's Pre-Submission Meeting for Northwest Renewables  
**Attachments:** Spokane Municipal Code - Section 17C.190.310\_ Industrial Service.pdf; chapter-3-land-use-v8-2023-09-07.pdf

Thank you, everyone, for your time during today's pre-submission meeting. You have met that requirement for your potential application to amend the Comprehensive Plan.

Please find attached the application materials required for complete application for a Comprehensive Plan Amendment. All but the SEPA checklist will be required by October 31 to certify your application complete. We don't require the SEPA checklist until your application is selected to be part of the docket next year by City Council., but you're welcome to fill it out before then if you'd prefer. Please note that a threshold application fee of \$500 will also be required upon receipt of your application.

In addition, there is one additional item I didn't have time to get to today was the neighborhood notification component. As part of the application process we require that you reach out to the neighborhood council and office to present your project to them. Now, because some neighborhoods don't meet every month and because sometimes it can be hard to get on their agendas, we don't require that you have completed a presentation to the neighborhood before applying, you just have to include a copy of an email asking to present your proposal to them. Your project is located within the West Hills neighborhood ([their information can be found here](#)) but also within 600 feet of both the [Grandview/Thorpe](#) and [Latah/Hangman](#) neighborhoods. Under the SMC you'll need to offer to present to them as well.

Today we discussed the various policies that might affect your proposal, all within Chapter 3 of the Comprehensive Plan. Because Chapter 3 was just recently amended, I have also attached the most current version of that chapter for your reference and use (the online one is set to upload September 7). The recent changes don't affect the policies we discussed today, but I want you to have the correct version. The policies I suggested you review were:

- LU 1.6: Neighborhood Retail Use
- LU 1.7: Neighborhood Mini-Centers
- LU 1.8: General Commercial Uses
- LU 1.10: Industry

If you want to read through the other chapters of the Comprehensive Plan to find other policy support for your proposal, they can be found at [www.shapingspokane.org](http://www.shapingspokane.org).

We also discussed various options to consider for the ultimate zoning you will propose. You mentioned that you would be interested in using the property for some parking, possible future office uses, and outdoor materials storage. While parking and office uses are permitted in many different possible land use/zoning combinations, I do have some questions related to your proposed use of the property for outdoor material storage. As we discussed, the zoning code has some strong language against such uses in most commercial zones. Industrial uses can be allowed in commercial zones with some size limitations (and possibly a Conditional Use Permit) but outdoor storage isn't allowed at all for those uses. If your use is categorized as commercial rather than industrial, then some outdoor storage can be permitted in certain cases (outdoor storage by *commercial* uses is covered by [SMC 17C.120.270](#)).

The crux of the matter is whether your use is industrial or commercial. From our brief conversations I'm afraid they sound more like what our code defines as Industrial Service (see SMC 17C.190.310). I have attached that section of code

with some helpful highlights. The exception I highlighted is most interesting, in that certain industrial services can be considered commercial but only if they don't include outdoor storage. If you're curious about the other use categories, they can all be found in [SMC 17C.190](#).

To resolve this issue, I will speak to the Planning Director and Current Planning and see what we can find out. If you could provide me with a paragraph describing what the business does on the site, etc. that would be most helpful. If we can classify the business as commercial you can likely seek NR, NMU, CB, or GC zoning. To understand the differences of those I suggest you read SMC 17C.120 carefully. However, if we can only classify your operations as industrial, your only path forward would likely be to request light industrial land use and light industrial zoning (see Policy LU 1.10 in the comp plan).

I have some homework to do and I'm sure you have much to discuss, read, and consider. Please send me a concise description of the business operations and I'll see about getting some idea of possible zones/etc. you might consider. I will also continue looking into the limited info I have on the Right-of-Way issue. If you have any new information on that front I'd be happy to see it as well.

Thanks again for your time today and please feel free to reach out to me or my team with any questions. Cheers!

Kevin



**Kevin Freibott, MA ORGL** | Senior Planner | City of Spokane - Planning and Economic Development  
509.625-6184 | <mailto:kfreibott@spokanecity.org> | [spokanecity.org](http://spokanecity.org) | [spokaneplanning.org](http://spokaneplanning.org)



**Please note that my work schedule is currently 6:30 AM – 5:30 PM, Monday through Thursday**

**From:** Clifton Trimble

**Sent:** Thursday, October 26, 2023 2:04 PM

**To:** hagy\_w@icloud.com; mshkg@hotmail.com; pfbundy0@gmail.com; derek.zandt@gmail.com; grandviewthorpe@hotmail.com; grandviewthorpe@hotmail.com; molly.marshall475@gmail.com; lkhope@verizon.net; thomaspestrin@msn.com; bwilkerson@spokanecity.org

**Cc:** Freibott, Kevin <kfreibott@spokanecity.org>; Liam Taylor <liam.taylor@storhaug.com>; Jerry Storhaug <jerry.storhaug@storhaug.com>

**Subject:** 23-165 8th Street Comp Plan Amendment Application

Dear West Hills, Grandview/Thorpe, and Latah/Hangman neighborhoods -

My name is Clifton Trimble and I work for Storhaug Engineering. We are pursuing a comprehensive plan change on the attached parcels near S Lindeke St and 8<sup>th</sup> Ave (maps attached) from Residential Low, Office, and Neighborhood Retail to General Commercial (zoned Community Business (CB-55)). We believe these associated uses would be more compatible than the current designation given the physical realities of the site, as well as the parcel's proximity to Sunset HWY. I would be happy to meet and speak with you, if you would like. And/or, will provide you with more information as to the process unfolds with the City, and community.

Feel free to call with any questions.

I look forward to speaking with you, soon.

Best,

**Clifton Trimble, Planner 3**



civil engineering | planning  
landscape architecture | surveying  
510 east third avenue | spokane, wa 99202  
office. 509.242.1000 | [www.storhaug.com](http://www.storhaug.com)  
direct. 509.266.0029





## A Note for Reviewers of this SEPA Checklist from City of Spokane Staff

As you consider the following checklist, please keep in mind that this proposal is a “non-project action” under the State Environmental Policy Act (SEPA). The proposal under consideration is a change only to the Land Use Plan Map of the Comprehensive Plan and the Zoning Map of Spokane. Accordingly, the proposal would amend the types of development expected and allowed on the subject parcels, but no actual physical improvements are under consideration at this time. The City expects that, if these proposals are approved, the property owners will come forward in the future for approval of building permits and other permits for physical changes to the site. However, no such permits have been requested by the applicants at this time and no approval for construction or physical changes to the site is under consideration by the City.

As such, when the applicant’s answers to the following checklist items mention physical improvements (e.g., the number of dwelling units to be constructed) reviewers should understand that these physical developments are not required or permitted by the proposal. Rather, future applications will be necessary before any physical changes occur to the site. Furthermore, requirements in place for construction permits, such as concurrency of services, stormwater controls, and any possible environmental surveys or analyses for that construction, will be analyzed and actions required before any construction or grading permits are issued, commensurate with the requirements of SEPA and the City’s Municipal Code.

For information on what could be permitted on the site, as opposed to the specifics the applicant may have provided in the following pages, reviewers are encouraged to review Title 17 of the Spokane Municipal Code for details as to what kinds of construction are permitted in the proposed zone, as well as any requirements for further analysis and consideration that must occur before any future permits for physical construction will be issued. Title 17 of the Spokane Municipal Code can be found at the following site:

<https://my.spokanecity.org/smc/>

**Note from City of Spokane Staff:**

The proposal classified as File Z23-476COMP has been expanded by Spokane City Council, adding 4 parcels and a portion of Right of Way, totaling approximately 0.21 acres, to the project area.

The properties added to the proposal by City Council include:

Parcel	Address
25243.1304	2628 W 8 <sup>th</sup> Ave.
25243.1305	2624 W 8 <sup>th</sup> Ave.
25243.1306	2618 W 8 <sup>th</sup> Ave.
25243.1307	2614 W 8 <sup>th</sup> Ave.
Right of Way	Unassigned, East of Application (see attached map)

Where necessary, **boxes with red text** have been added to the SEPA Checklist to account for additional relevant information necessary for evaluating the environment impact of the expanded proposal. These additions have been inserted by City staff and concern only the expanded parcels listed above.

**State Environmental Policy Act (SEPA)  
ENVIRONMENTAL CHECKLIST**

File No.

**Z23-476COMP****PLEASE READ CAREFULLY BEFORE COMPLETING THE CHECKLIST!****Purpose of Checklist:**

The State Environmental Policy Act (SEPA) chapter 43.21C RCW, requires all governmental agencies to consider the environmental impacts of a proposal before making decisions. An Environmental Impact Statement (EIS) must be prepared for all proposals with probable significant adverse impacts on the quality of the environment. The purpose of this checklist is to provide information to help you and the agency identify impacts from your proposal (and to reduce or avoid impacts from the proposal, if it can be done) and to help the agency decide whether an EIS is required.

**Instructions for Applicants:**

This environmental checklist asks you to describe some basic information about your proposal. Governmental agencies use this checklist to determine whether the environmental impacts of your proposal are significant, requiring preparation of an EIS. Answer the questions briefly, with the most precise information known, or give the best description you can.

You must answer each question accurately and carefully, to the best of your knowledge. In most cases, you should be able to answer the questions from your own observations or project plans without the need to hire experts. If you really do not know the answer, or if a question does not apply to your proposal, write "do not know" or "does not apply." Complete answers to the questions now may avoid unnecessary delays later.

Some questions ask about governmental regulations, such as zoning, shoreline, and landmark designations. Answer these questions if you can. If you have problems, the governmental agencies can assist you.

The checklist questions apply to all parts of your proposal, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

**Use of checklist for nonproject proposals:**

Complete this checklist for nonproject proposals, even though questions may be answered "*does not apply*."

IN ADDITION, complete the SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS (Part D).

For nonproject actions, the references in the checklist to the words "project," "applicant," and "property or site" should be read as "proposal," "proposer," and "affected geographic area," respectively.

**A. BACKGROUND**

1. Name of proposed project: NW Renewables Comp Plan / Rezone
2. Applicant: Douglas & Harlen Heise / Storhaug Engineering
3. Address: Douglas & Harlen Heise 2613 W 8th Ave  
 City/State/Zip: Spokane, WA. 99224 Phone: 509-242-1000 (office)  
 Agent or Primary Contact: Clifton Trimble; Storhaug Engineering  
 Address: 510 E Third Ave  
 City/State/Zip: Spokane, WA. 99202 Phone: 509-266-0029 (direct)  
 Location of Project: 2610 W 8TH AVE / 2613 W 8th Ave, Spokane, WA 99224  
 Address: 2610 W 8TH AVE / 2613 W 8th Ave, Spokane, WA 99224  
 Section: 24 Quarter: \_\_\_\_\_ Township: 25 Range: 42E  
 Tax Parcel Number(s) 25243.1308 & 25243.1309 & 25243.1502

See earlier note for expanded property addresses and parcel numbers
4. Date checklist prepared: 3/19/2024
5. Agency requesting checklist: City of Spokane
6. Proposed timing or schedule (including phasing, if applicable): Rezone to be considered spring of 2024; if approved, future development/construction to be determined in terms of both scope and timeline.
7. a. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain. Not at this time; If Comp Plan Amendment and Rezone are approve, subsequent development will be reviewed under a seperate building permit process.
7. b. Do you own or have options on land nearby or adjacent to this proposal? If yes, explain. No. Just the parcels noted in this SEPA.
8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal. None known. See attached exhibits for environmental information.



9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain. Rezoning/CPA application associated with this SEPA.

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10. List any government approvals or permits that will be needed for your proposal, if known. Building permit approvals subsequent to the rezoning application/approval. Project scope, TBD.

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11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. Comp Plan map amendment of parcels 25243.1308 & 25243.1309 & 25243.1502 from Residential Low to General Commercial; Zoning requested to change from RSF to CB-55. Anticipated development may be a +/- 3,500 sf office building, subsequent to the rezone and Comp Plan Amendment.

Expansion ROW consistent with the application. Expansion parcels represent .55 acres of single unit homes with Neighborhood Retail land use and zoning. Proposal would change these parcels to General Commercial land use and CB - 55 zoning.

12. Location of the proposal: Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit application related to this checklist. 2610 W 8TH AVE / 2613 W 8th Ave, Spokane, WA 99224 (parcels 25243.1308 & 25243.1309 & 25243.1502)

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See note on page 2 for expanded property addresses and parcel numbers. Legal descriptions available upon request.

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13. Does the proposed action lie within the Aquifer Sensitive Area (ASA)? The General Sewer Service Area? The Priority Sewer Service Area? The City of Spokane? (See: Spokane County's ASA Overlay Zone Atlas for boundaries.) Yes to all four.

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14. The following questions supplement Part A.

a. Critical Aquifer Recharge Area (CARA) / Aquifer Sensitive Area (ASA)

(1) Describe any systems, other than those designed for the disposal of sanitary waste installed for the purpose of discharging fluids below the ground surface (includes systems such as those for the disposal of stormwater or drainage from floor drains). Describe the type of system, the amount of material to be disposed of through the system and the types of material likely to be disposed of (including materials which may enter the system inadvertently through spills or as a result of firefighting activities). Sanitary sewer will be disposed of into the City of Spokane sewer system. Stormwater will most likely be managed on site via swales and dry wells.

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(2) Will any chemicals (especially organic solvents or petroleum fuels) be stored in aboveground or underground storage tanks? If so, what types and quantities of material will be stored? No.

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(3) What protective measures will be taken to insure that leaks or spills of any chemicals stored or used on site will not be allowed to percolate to groundwater. This includes measures to keep chemicals out of disposal systems. None. N/A.

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(4) Will any chemicals be stored, handled or used on the site in a location where a spill or leak will drain to surface or groundwater or to a stormwater disposal system discharging to surface or groundwater? No.

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b. Stormwater

(1) What are the depths on the site to groundwater and to bedrock (if known)? Not known.  
See details RE soils info in Exhibit A, attached.

(2) Will stormwater be discharged into the ground? If so, describe any potential impacts. Most likely  
stormwater runoff from impervious surfaces (buildings, asphalt, pavement) will  
discharge into the ground via swales and drywells. An Erosion & Sediment Control  
(ESC) plan will also be included in civil submittal at the time of permitting for any development.

**B. ENVIRONMENTAL ELEMENTS**

**1. Earth**

a. General description of the site (check one):

- Flat    Rolling    Hilly    Steep slopes    Mountainous

Other: \_\_\_\_\_

b. What is the steepest slope on the site (approximate percent slope)? Very flat, less than an approx. 2%  
slope on site.

Expanded parcels are similarly flat to the applicant's. The eastern portion of the expansion ROW includes slopes down to Latah Creek that exceed 30%.

c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils. \_\_\_\_\_  
Please see attached Exhibit A:

Klickson-Speigle-Rock outcrop complex, 30 to 60 percent slopes 0.0 1.2%; Urban land-Northstar, disturbed complex, 3 to 8 percent slopes on 2.7 acres; 98.8%. Totals for Area of Interest 2.7, 100.0%

Expanded properties contain largely McB soil.

d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe. Not known. See Exhibit A for soils info.

The steep slopes on the eastern portion of the expansion ROW are identified as erodable soil.

e. Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill: N/A. Specific quantities are unknown at this time. The final grading plans will meet all permitting requirements at the time of development.

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f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe. During and post construction erosion is expected. An ESC plan that meets City of Spokane standards will be submitted and approved prior to construction. All permitting will be approved prior to development by the City of Spokane.

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g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt, or buildings)? N/A for this process. Project design still pending. TBD in the future.

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h. Proposed measures to reduce or control erosion or other impacts to the earth, if any: An ESC plan that meets City of Spokane standards will be submitted and approved prior to construction.

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**2. Air**

a. What type of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known. Dust emissions, vehicle emissions, and odors will be typical during construction, if rezone is approved. These emissions and odors will be typical of development for the expansion of the NW Renewables business. Any future construction on the site will comply with Spokane Regional Clear Air Agency requirements.

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b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe. None that are known.

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- c. Proposed measures to reduce or control emissions or other impacts to air, if any: None proposed at this time. Any and all control measures requested by the city will be completed prior to construction, and followed per City standards.
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**3. Water**

a. SURFACE WATER:

- (1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into. No.
- 
- 
- 
- 

- (2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans. No.
- 
- 
- 
- 

- (3) Estimate the amount of fill and dredge material that would be placed in or removed from the surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material. None.
- 
- 
- 
- 

- (4) Will the proposal require surface water withdrawals or diversions? If yes, give general description, purpose, and approximate quantities if known. No.
- 
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- 
-

(5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan. No.  
Per the attached Exhibit B, FIRMETTE, the site is not in any flood zone.

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(6) Does the proposal involve any discharge of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge. No.

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b. GROUNDWATER:

(1) Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known. No.

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(2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals...; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve. None. The project will be served by City sewer and water, and no storage of hazardous materials are proposed.

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c. WATER RUNOFF (INCLUDING STORMWATER):

(1) Describe the source of runoff (including stormwater) and method of collection and disposal if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe. Stormwater runoff from impervious surfaces (buildings, asphalt, pavement) will most likely be discharge into the ground via swales and drywells, and/or infiltration galleries at the time of development.

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(2) Could waste materials enter ground or surface waters? If so, generally describe. No, not expected - no waste materials are proposed to be stored on site, and the project will connect to city sewer.

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(3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe. Not anticipated. Drainage will be designed and approved prior to permitting meeting all City requirements prior to development. Final design will be submitted and approved prior to permitting and construction, meeting all City requirements prior to development.

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d. PROPOSED MEASURES to reduce or control surface, ground, and runoff water, and drainage patter impacts, if any. A drainage report/plan, and an ESC plan will be submitted to the City at the time of permitting. Erosion and stormwater will be controlled in accordance with applicable regulations at that time.

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**4. Plants**

a. Check the type of vegetation found on the site:

Deciduous tree:  alder  maple  aspen

Black Locust trees are also present

Other: None on site

Evergreen tree:  fir  cedar  pine

Other: None on site

Shrubs  Grass  Pasture  Crop or grain

Orchards, vineyards or other permanent crops

Wet soil plants:  cattail  buttercup  bullrush  skunk cabbage

Other: \_\_\_\_\_

Water plants:  water lily  eelgrass  milfoil

Other: \_\_\_\_\_

Other types of vegetation: \_\_\_\_\_

b. What kind and amount of vegetation will be removed or altered? Grass and a few trees exist on site.

Existing vegetation may be altered during the construction process for building footprints and parking areas.

TBD.

c. List threatened and endangered species known to be on or near the site. Exhibit C is a PHS (Priority Habitat Species) report, which lists 'occurrence' names and habit information.

See attached.

d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any: Existing landscaping & vegetation anticipated to be maintained where feasible.



e. List all noxious weeds and invasive species known to be on or near the site. None known.

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**5. Animals**

a. Check and List any birds and other animals which have been observed on or near the site or are known to be on or near the site:

Birds:  hawk  heron  eagle  songbirds

Other: \_\_\_\_\_

Mammals:  deer  bear  elk  beaver

Other: \_\_\_\_\_

Fish:  bass  salmon  trout  herring  shellfish

Other: \_\_\_\_\_

Other (not listed in above categories): \_\_\_\_\_

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b. List any threatened or endangered animal species known to be on or near the site.

None known. See exhibit C PHS (Priority Habitat Species) report, which lists 'occurrence' names and habit information.

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c. Is the site part of a migration route? If so, explain. Not known.

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d. Proposed measures to preserve or enhance wildlife, if any: Preservation of existing landscaping and vegetation where feasible.

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e. List any invasive animal species known to be on or near the site. None known. See exhibit C.

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**6. Energy and natural resources**

a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc. Future development may use electricity for lighting, cooking, mechanical operation, heating, and cooling. Natural gas may also be used for heating and cooking.

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b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe. Not anticipated.

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c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any: Future development will comply with applicable energy codes and regulations.

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**7. Environmental health**

a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste that could occur as a result of this proposal? If so, describe. No.

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Evaluation for  
Agency Use Only

(1) Describe any known or possible contamination at the site from present or past uses. None  
known.

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(2) Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity. None known.

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(3) Describe any toxic or hazardous chemicals/conditions that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project. None.

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(4) Describe special emergency services that might be required. Emergency services such as ambulance, fire, police, may be needed for the future development.

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(5) Proposed measures to reduce or control environmental health hazards, if any:  
Future development will comply with applicable regulations.

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b. NOISE:

(1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)? Noise from traffic and emergency services will be present but will not impact the project.

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(2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site. Short-term noise associated with construction activities will be mitigated by applicable noise ordinance that regulates the hours of operation to daytime. Long-term noise generated is anticipated by future traffic associated with development subsequent to the zone change, which will be mitigated by applicable noise ordinances.

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(3) Proposed measure to reduce or control noise impacts, if any: Future development is to comply with applicable noise ordinance requirements.

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**8. Land and shoreline use**

a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe. Parcel 25243.1502 is currently used as a commercial - parcel 25243.1309 is currently vacant, and parcel 25243.1308 has a single family home on site . The surrounding area is used as single family residential and commercial (neighborhood retail and community business)

The expansion parcels contain single unit homes and the ROW is vacant, aside from a rail viaduct. The inclusion of these parcels by the City is to ensure the similarly situated parcels are not surrounded by higher intensity land uses.

b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use? No.

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1) Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how: No.

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c. Describe any structures on the site. Single family home and commercial.

The expansion parcels contain four additional single unit homes and the expansion ROW is vacant, aside from a rail viaduct.

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d. Will any structures be demolished? If so, which? Yes, most likely a home. TBD.

While this is a non-project action, there is no indication that any structures would be demolished on the parcels included by the City.

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e. What is the current zoning classification of the site? R1 & neighborhood retail/office.

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f. What is the current comprehensive plan designation of the site? Office, Neighborhood Retail, and Residential low.

The expansion ROW is designated Conservation Open Space. The expansion parcels are Neighborhood Retail.

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g. If applicable, what is the current shoreline master program designation of the site? N/A

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h. Has any part of the site been classified as a critical area by the city or the county? If so, specify. \_\_\_  
No.

A portion of the ROW expansion includes steep slopes exceeding 30%

i. Approximately how many people would reside or work in the completed project? This is a project action  
from Residential (R1) zone to commercial (CB) zone. The CB zone allows for additional commercial uses. The ownership group  
believes that this rezone would allow for more space for their current employees. The long term use of this rezone may result  
in additional people working in the area.

This is a non-project action.

j. Approximately how many people would the completed project displace? One single family home.

This is a non-project action. There is no indication that the inclusion of the expansion parcels will add to this.

k. Proposed measures to avoid or reduce displacement impacts, if any: None at this time.

l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and  
plans, if any: Compliance with the goals and policies with the City's Comprehensive Plan, as  
well as existing surrounding zoning.

Inclusion of the expansion properties is intended to bring their land use and zoning into alignment with the surrounding  
properties, ensuring long term compatibility.

m. Proposed measures to ensure the proposal is compatible with nearby agricultural and forest lands  
of long-term commercial significance, if any: Not applicable as no such resources are located  
on or nearby the site.

**9. Housing**

a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing. Unknown. TBD

This is a non-project action. There is no indication from expansion property owners that the proposal would result in demolition or development.

b. Approximately how many units, if any, would be eliminated? Indicate whether high-, middle- or low-income housing. One single family home

c. Proposed measures to reduce or control housing impacts, if any: None.

**10. Aesthetics**

a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed? Any final design for the future use will meet all zoning performance standards at the time of final permitting.

b. What views in the immediate vicinity would be altered or obstructed? Typical view obstructions as a result of vertical construction as allowed by zoning/building code should be anticipate.  
No specific landmarks or view-sheds would be eclipsed as a result of this proposal.

c. Proposed measures to reduce or control aesthetic impacts, if any: None.

**11. Light and Glare**

- a. What type of light or glare will the proposal produce? What time of day would it mainly occur? \_\_\_\_  
Future development is anticipated to produce headlight and street light typical of  
development when dark, typically in the evening/nighttime.  
\_\_\_\_\_  
\_\_\_\_\_
  
- b. Could light or glare from the finished project be a safety hazard or interfere with views? No.  
\_\_\_\_\_  
\_\_\_\_\_
  
- c. What existing off-site sources of light or glare may affect your proposal? None.  
\_\_\_\_\_  
\_\_\_\_\_
  
- d. Proposed measures to reduce or control light and glare impacts, if any: The project will comply  
with applicable regulations to reduce or control light or glare impacts, at the time of development.  
\_\_\_\_\_  
\_\_\_\_\_

**12. Recreation**

- a. What designated and informal recreational opportunities are in the immediate vicinity? The  
site is one block from highbridge park, as well as close to Latah Creek at the bottom of the gorge.  
\_\_\_\_\_  
\_\_\_\_\_
  
- b. Would the proposed project displace any existing recreational uses? If so, describe. No.  
\_\_\_\_\_  
\_\_\_\_\_
  
- c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to  
be provided by the project or applicant, if any: None.  
\_\_\_\_\_  
\_\_\_\_\_



**13. Historic and cultural preservation**

- a. Are there any buildings, structures, or sites, located on or near the sited that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers located on or near the site? If so, specifically describe. None known.

Homes on parcels 25243.1304 -.1308 were developed between 1910 and 1913, but none are listed on historic registers.

- b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources. Unknown at this time. None shown on mapping.

- c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archaeology and historic preservation, archaeological surveys, historic maps, GIS data, etc. Via this process the Tribes and SHPO will be solicited for a response as to if archaeological or historic artifacts or patterns are present, or if further review is required. If artifacts are found during any part of construction, work will stop and the appropriate historical preservation office will be contacted. The extent of these measures will be determined by this SEPA.

- d. Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required See above answer.

**14. Transportation**

a. Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any. Vehicles will access off W 8th Ave via S Lindeke (each via W sunset BLVD)

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b. Is site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop The closest bus stops are one block away at Sunset @ Lindeke Stop ID: 2644 & Sunset @ Lindeke Stop ID: 2644

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The second stop at Sunset & Lindeke is Stop ID: 2154

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c. Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private). Any improvements associated with the surrounding road network will be assessed by the City Public Works Dept. All mitigative measures for local safety, circulation, and functionality will be met at the time of permitting, or as a condition of the rezone.

---

d. Will the project or proposal use (or occur in the immediate vicinity of) water, rail or air transportation? If so, generally describe. No. Is approximately 900' from Latah Creek.

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There is a rail viaduct over the ROW expansion.

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f. How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and non-passenger vehicles). What data or transportation models were used to make these estimates? Per the Institute of Transportation Engineers, "Trip Generation", 11th Edition, 2022, for an expansion of approx 3,500 sf, calculated under land use 712 - Small Office Building.  
The trips provided are as follows: Weekday trips = 16 trips, AM Peak Hour trips = 2, and the Ave Rate or PM Peak Hour = 2.  
This is based off 2 employees for potential future use. Currently, there are no plans to expand employees.

*(Note: to assist in review and if known, indicate vehicle trips during PM peak, AM Peak, and Weekday (24 hours).)* This is a non-project action, however, the higher intensity zoning could incur more vehicular trips long term if redevelopment of the expansion properties were to occur.

g. Will the proposal interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, general describe. No.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

h. Proposed measures to reduce or control transportation impacts, if any: None anticipated, for this process.  
Any traffic mitigation measures determined appropriate by the public works department will be complied with at the time of permitting. See above for PROJECTED trips on site.  
 \_\_\_\_\_  
 \_\_\_\_\_

**15. Public services**

a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe. The project will most likely result in an incremental increase in the need for public services, depending on the chosen scope of development. Impacts are anticipated to be partially offset by tax revenues generated by the project. ROW improvements will be met at the time of permitting.

b. Proposed measures to reduce or control direct impacts on public services, if any: The project will comply with applicable regulations to reduce or control impacts to public services.  
 \_\_\_\_\_  
 \_\_\_\_\_

**16. Utilities**

a. Check utilities currently available at the site:

- electricity
- natural gas
- water
- refuse service
- telephone
- sanitary sewer
- septic system

Other: \_\_\_\_\_  
\_\_\_\_\_

b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed: \_\_\_\_\_

Electricity and Natural Gas: Avista. Sewer, Water, and Refuse: City of Spokane. Telephone: \_\_\_\_\_  
Xfinity/Lumen.  
\_\_\_\_\_

**C. SIGNATURE**

I, the undersigned, swear under penalty of perjury that the above responses are made truthfully and to the best of my knowledge. I also understand that, should there be any willful misrepresentation or willful lack of full disclosure on my part, the agency must withdraw any determination of Nonsignificance that it might issue in reliance upon this checklist.

Date: 4-8-2024 Signature: Clifton Trimble  Digitally signed by Clifton Trimble  
Date: 2024.04.08 08:23:47 -07'00'

**Please Print or Type:**

Proponent: Clifton Trimble Address: 510 E Third Ave  
Phone: 509-266-0029 Spokane, WA. 99202

Person completing form (if different from proponent): \_\_\_\_\_

Phone: \_\_\_\_\_ Address: \_\_\_\_\_  
\_\_\_\_\_

<p><b>FOR STAFF USE ONLY</b></p> <p>Staff member(s) reviewing checklist: <u>Brandon Whitmarsh</u></p> <p>Based on this staff review of the environmental checklist and other pertinent information, the staff concludes that:</p> <p><input checked="" type="checkbox"/> A. there are no probable significant adverse impacts and recommends a Determination of Nonsignificance.</p> <p><input type="checkbox"/> B. probable significant adverse environmental impacts do exist for the current proposal and recommends a Mitigated Determination of Nonsignificance with conditions.</p> <p><input type="checkbox"/> C. there are probable significant adverse environmental impacts and recommends a Determination of Significance.</p>
---

**D. SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS****(Do not use this sheet for project actions)**

There are no known plans to redevelop the expansion properties.

Because these questions are very general, it may be helpful to read them in conjunction with the list of elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise? It is anticipated that storm-water and emissions will be consistent with typical commercial development over parcels 25243.1309 & 25243.1308. All development will meet City Code at the time of permitting. And, all storm-water will be managed on site to BMP's, per City code.

Proposed measures to avoid or reduce such increases are: An erosion and sediment control plan will be submitted at the time of permitting. And, all other requirements requested by public works and city planning and building departments will be met at the time of permitting.

2. How would the proposal be likely to affect plants, animals, fish or marine life? Most likely will not affect any wildlife or vegetation, as the area is developed and under a highway. The rezone is over established lots, one of which already has a home.

The expansion parcels are urban in nature and already developed. The majority of the expansion ROW with vegetation is on steeps sloped that will not be developed. The flat portion of the ROW with development potential is largely free of vegetation. Located between two highways and under a rail viaduct, the vacant ROW is also urban in nature.

Proposed measures to protect or conserve plants, animals, fish or marine life are: Where feasible, trees and vegetation will be preserved and maintained. However, the site is at the end of a cul-de-sac and most likely wouldn't affect plants or animals. Is also under a highway bridge. PHS report is attached, for reference.

3. How would the proposal be likely to deplete energy or natural resources? Upon build out, the project would most likely engage renewable energy resources such as solar design, solar installation, and/or ductless heating and cooling systems over approx 1/3 acre expansion.

Proposed measures to protect or conserve energy and natural resources are: Per above, MAY include solar and various other renewable energy resources, such as solar design, solar installation, and ductless heating and cooling systems, as well as other potential methods. TBD. Will be evaluated at permitting.

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection, such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, flood plains or prime farmlands? The land action is not anticipated to affect any sensitive areas or ecosystems. See the attached exhibits A, B, and C for a printout/reference of those items and resources.
- 
- 

Proposed measures to protect such resources or to avoid or reduce impacts are: \_\_\_\_\_  
Compliance with all permitting and Land Development Code regulations at the time of permitting development; compliance with all agency comments and conditions, etc.

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5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans? Most likely would not be considered applicable; the site/nearest parcel is approx. 900 ft from Latah Creek.
- 
- 

Proposed measures to avoid or reduce shoreline and land use impacts are: N/A. However, will comply with all applicable local and state requirements.

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6. How would the proposal be likely to increase demands on transportation or public services and utilities? Any commercial (Community Business) proposal over the 1/3 acres to be developed in future would have somewhat of an increase in traffic; see the Trip Generation Letter for details. Per this process, traffic mitigation will be solicited to the appropriate transportation departments and engineers, by the City.
- 
- 

Proposed measures to reduce or respond to such demand(s) are: \_\_\_\_\_  
Compliance with traffic mitigation measures, as determined by WSDOT and/or the City.

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7. Identify, if possible, whether the proposal may conflict with local, state or federal laws or requirements for the protection of the environment. Unknown, however not anticipated. In addition, all state and federal regulations will be complied with at the time of permitting, and via this process.
- 
-

C. SIGNATURE

I, the undersigned, swear under penalty of perjury that the above responses are made truthfully and to the best of my knowledge. I also understand that, should there be any willful misrepresentation or willful lack of full disclosure on my part, the agency may withdraw any Determination of Nonsignificance that it might issue in reliance upon this checklist.

Date: 4-8-2014 Signature: Clifton Trimble Digitally signed by Clifton Trimble  
Date: 2024.04.08 08:25:34 -07'00'

**Please Print or Type:**

Proponent: Clifton Trimble Address: 510 E Third Ave

Phone: 509-266-0029 Spokane, WA. 99202

Person completing form (if different from proponent): \_\_\_\_\_

Phone: \_\_\_\_\_ Address: \_\_\_\_\_

\_\_\_\_\_

**FOR STAFF USE ONLY**

Staff member(s) reviewing checklist: Brandon Whitmarsh

Based on this staff review of the environmental checklist and other pertinent information, the staff concludes that:

- A.  there are no probable significant adverse impacts and recommends a Determination of Nonsignificance.
- B.  probable significant adverse impacts do exist for the current proposal and recommends a Mitigated Determination of Nonsignificance with conditions.
- C.  there are probable significant adverse environmental impacts and recommends a Determination of Significance.

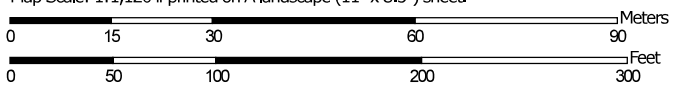


# EXHIBIT A

## Soil Map—Spokane County, Washington



Map Scale: 1:1,120 if printed on A landscape (11" x 8.5") sheet.



Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 11N WGS84




Natural Resources  
Conservation Service

Web Soil Survey  
National Cooperative Soil Survey

Soil Map—Spokane County, Washington

**MAP LEGEND**

**Area of Interest (AOI)**

 Area of Interest (AOI)




















**Soils**

 Soil Map Unit Polygons

 Soil Map Unit Lines

 Soil Map Unit Points

**Special Point Features**


-  Blowout
-  Borrow Pit
-  Clay Spot
-  Closed Depression
-  Gravel Pit
-  Gravelly Spot
-  Landfill
-  Lava Flow
-  Marsh or swamp
-  Mine or Quarry
-  Miscellaneous Water
-  Perennial Water
-  Rock Outcrop
-  Saline Spot
-  Sandy Spot
-  Severely Eroded Spot
-  Sinkhole
-  Slide or Slip
-  Sodic Spot

-  Spoil Area
-  Stony Spot
-  Very Stony Spot
-  Wet Spot
-  Other
-  Special Line Features

**Water Features**

 Streams and Canals

**Transportation**

-  Rails
-  Interstate Highways
-  US Routes
-  Major Roads
-  Local Roads

**Background**

 Aerial Photography

**MAP INFORMATION**

The soil surveys that comprise your AOI were mapped at 1:24,000.

**Warning:** Soil Map may not be valid at this scale.

Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service  
 Web Soil Survey URL:  
 Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Spokane County, Washington  
 Survey Area Data: Version 15, Aug 28, 2023

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: May 9, 2022—Aug 15, 2022

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

## Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
2046	Klickson-Speigle-Rock outcrop complex, 30 to 60 percent slopes	0.0	1.2%
7131	Urban land-Northstar, disturbed complex, 3 to 8 percent slopes	2.7	98.8%
<b>Totals for Area of Interest</b>		<b>2.7</b>	<b>100.0%</b>

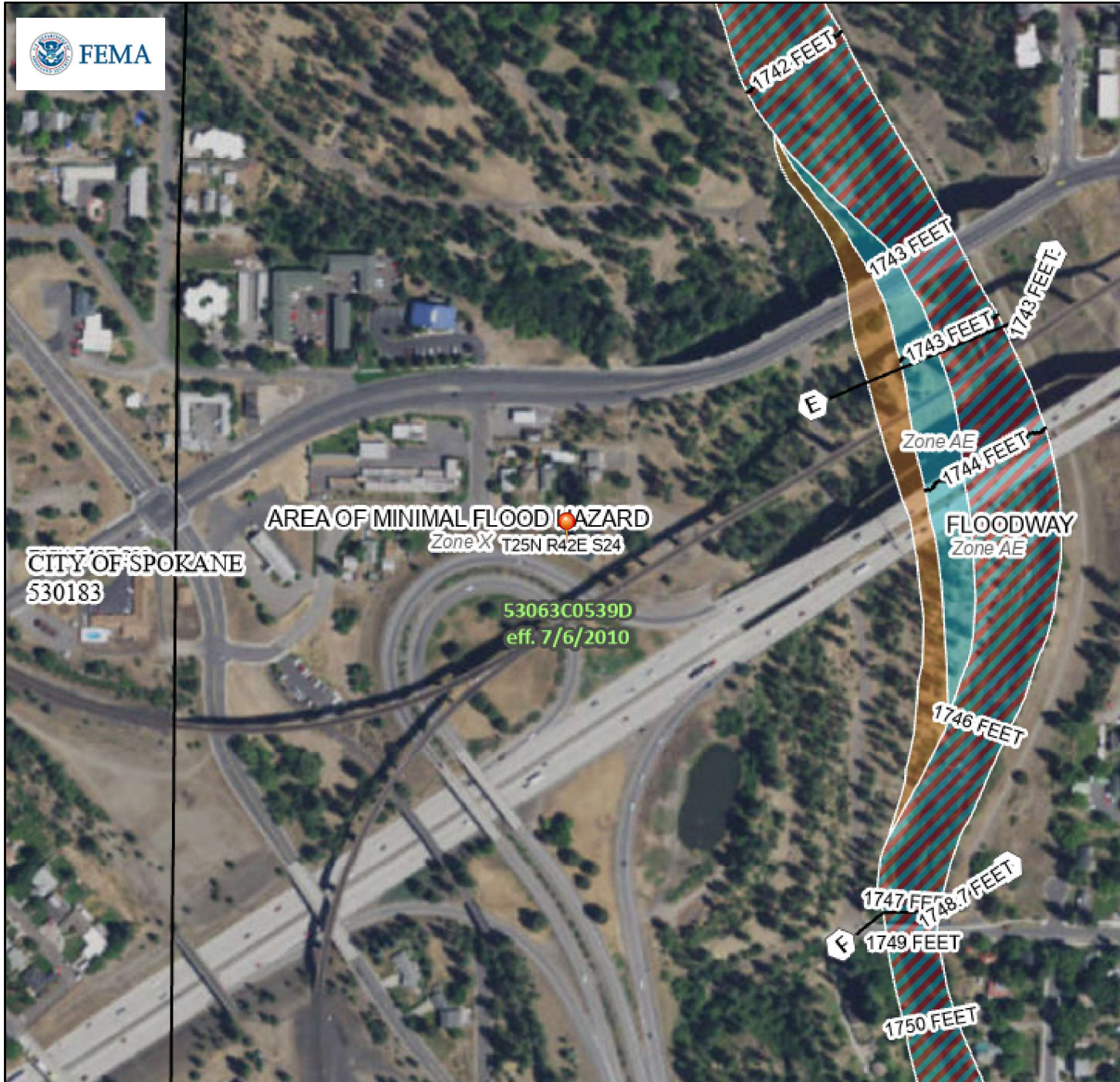


# National Flood Hazard Layer FIRMette

# EXHIBIT B

Exhibit G, File Z23-476COMP

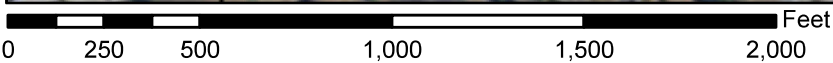
117°27'21"W 47°39'6"N



## Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

- |                                    |  |
|------------------------------------|--|
| <b>SPECIAL FLOOD HAZARD AREAS</b>  | Without Base Flood Elevation (BFE)<br><i>Zone A, V, A99</i>  |
|                                    | With BFE or Depth <i>Zone AE, AO, AH, VE, AR</i>   |
|                                    | Regulatory Floodway  |
| <b>OTHER AREAS OF FLOOD HAZARD</b> | 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile <i>Zone X</i> |
|                                    | Future Conditions 1% Annual Chance Flood Hazard <i>Zone X</i>  |
|                                    | Area with Reduced Flood Risk due to Levee. See Notes. <i>Zone X</i>  |
|                                    | Area with Flood Risk due to Levee <i>Zone D</i>  |
| <b>OTHER AREAS</b>                 | NO SCREEN Area of Minimal Flood Hazard <i>Zone X</i>   |
|                                    | Effective LOMRs  |
| <b>GENERAL STRUCTURES</b>          | Area of Undetermined Flood Hazard <i>Zone D</i>  |
|                                    | Channel, Culvert, or Storm Sewer   |
|                                    | Levee, Dike, or Floodwall  |
| <b>OTHER FEATURES</b>              | <b>B</b> 20.2 Cross Sections with 1% Annual Chance<br>17.5 Water Surface Elevation   |
|                                    | Coastal Transect   |
|                                    | Base Flood Elevation Line (BFE)  |
|                                    | Limit of Study   |
|                                    | Jurisdiction Boundary  |
|                                    | Coastal Transect Baseline  |
|                                    | Profile Baseline   |
|                                    | Hydrographic Feature   |
| <b>MAP PANELS</b>                  | Digital Data Available   |
|                                    | No Digital Data Available  |
|                                    | Unmapped   |
|                                    | The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.                                     |



1:6,000

117°26'43"W 47°38'41"N

Basemap Imagery Source: USGS National Map 2023

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 3/19/2024 at 5:02 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.



# Priority Habitats and Species on the Web

## EXHIBIT C



**Report Date: 03/19/2024**

### PHS Species/Habitats Overview:

Occurrence Name	Federal Status	State Status	Sensitive Location
Biodiversity Areas And Corridor	N/A	N/A	No
Mule deer	N/A	N/A	No
Big brown bat	N/A	N/A	Yes
Townsend's Big-eared Bat	N/A	Candidate	Yes

### PHS Species/Habitats Details:

Biodiversity Areas And Corridor	
Priority Area	Terrestrial Habitat
Site Name	LOWER HANGMAN CREEK
Accuracy	1/4 mile (Quarter Section)
Notes	BIODIVERSITY AREA THAT IS ASSOCIATED WITH UNKNOWN NUMBERS OF NESTING RED-TAILED HAWKS, WINTERING BALD EAGLES, NESTING WESTERN BLUEBIRDS. FURBEARER USE OF RIVER INCLUDES MINK, MUSKRAT, + BEAVER. BANK SWALLOW USE ON STEEP BANKS OF CREEK.
Source Record	903035
Source Dataset	PHSREGION
Source Name	DEMERS, DINAH WDW
Source Entity	WA Dept. of Fish and Wildlife
Federal Status	N/A
State Status	N/A
PHS Listing Status	PHS Listed Occurrence
Sensitive	N
SGCN	N
Display Resolution	AS MAPPED
Management Recommendations	<a href="http://wdfw.wa.gov/publications/pub.php?id=00023">http://wdfw.wa.gov/publications/pub.php?id=00023</a>
Geometry Type	Polygons



Mule deer	
Scientific Name	<i>Odocoileus hemionus hemionus</i>
Priority Area	Regular Concentration
Site Name	LINCOLN-SPOKANE MULE DEER HERD
Accuracy	1/4 mile (Quarter Section)
Notes	REGULAR CONCENTRATION IN WINTER TIME IN AREAS OF SHRUB. DEER ARE CONCENTRATED ON THE EDGE OF AG IN SHRUBS AND SPARCER TREED HABITAT. SOUTHERN EDGE OF LAKE ROOSEVELT AND LAKE SPOKANE. MORE COMMONLY UTILIZING WINTER WHEAT AREAS.
Source Record	920012
Source Dataset	PHSREGION
Source Name	ATAMIAN, MIKE
Source Entity	WA Dept. of Fish and Wildlife
Federal Status	N/A
State Status	N/A
PHS Listing Status	PHS LISTED OCCURRENCE
Sensitive	N
SGCN	N
Display Resolution	AS MAPPED
Management Recommendations	<a href="http://wdfw.wa.gov/publications/pub.php?id=00612">http://wdfw.wa.gov/publications/pub.php?id=00612</a>
Geometry Type	Polygons

Big brown bat	
Scientific Name	<i>Eptesicus fuscus</i>
Notes	This polygon mask represents one or more records of the above species or habitat occurrence. Contact PHS Data Release at <a href="mailto:phsproducts@dfw.wa.gov">phsproducts@dfw.wa.gov</a> for obtaining information about masked sensitive species and habitats.
PHS Listing Status	PHS Listed Occurrence
Sensitive	Y
Display Resolution	TOWNSHIP
ManagementRecommendations	<a href="http://wdfw.wa.gov/publications/pub.php?id=00605">http://wdfw.wa.gov/publications/pub.php?id=00605</a>

Townsend's Big-eared Bat	
Scientific Name	<i>Corynorhinus townsendii</i>
Notes	This polygon mask represents one or more records of the above species or habitat occurrence. Contact PHS Data Release at <a href="mailto:phsproducts@dfw.wa.gov">phsproducts@dfw.wa.gov</a> for obtaining information about masked sensitive species and habitats.
State Status	Candidate
PHS Listing Status	PHS Listed Occurrence
Sensitive	Y
SGCN	Y
Display Resolution	TOWNSHIP
ManagementRecommendations	<a href="http://wdfw.wa.gov/publications/pub.php?id=00027">http://wdfw.wa.gov/publications/pub.php?id=00027</a>

DISCLAIMER. This report includes information that the Washington Department of Fish and Wildlife (WDFW) maintains in a central computer database. It is not an attempt to provide you with an official agency response as to the impacts of your project on fish and wildlife. This information only documents the location of fish and wildlife resources to the best of our knowledge. It is not a complete inventory and it is important to note that fish and wildlife resources may occur in areas not currently known to WDFW biologists, or in areas for which comprehensive surveys have not been conducted. Site specific surveys are frequently necessary to rule out the presence of priority resources. Locations of fish and wildlife resources are subject to variation caused by disturbance, changes in season and weather, and other factors. WDFW does not recommend using reports more than six months old.





April 2, 2024

Attn: City of Spokane Traffic Engineering Manager  
 City of Spokane  
 808 W. Spokane Falls Blvd.  
 Spokane, WA 99201

RE: NW Renewables Rezone/Comp Plan Amendment Traffic Coordination  
 Storhaug Engineering Project #23-165

Dear City of Spokane Traffic Review,

This Trip Generation Letter is intended to predict the number of trips for the NW Renewables Rezone/Comp Plan Amendment proposal currently under review, which is referenced as City project 476-COMP. The rezone will be over three parcels: 25243.1502, 25243.1309, and 25243.1308. One parcel has an existing office space, one parcel has an existing single family residential home, and one parcel is vacant. The project is currently under review for a rezone from the Neighborhood Retail and R1 zoning designation to the CB (Community Business) zone (all three parcels to become CB-55). The intent of the rezone, for this proposal, would be to expand the current office use to the north of the existing office use (parcel 25243.1502), onto parcels 25243.1309, and 25243.1308. However, our proposal is only aimed at creating more space for the current use and employment base - the company is not wanting to hire more employees, but rather just to create more space for larger offices and nicer facilities for their current operation. For good measure, we are basing trips on 2 additional employees (rather than zero). Basing our proposal off square footage would not capture the intent of the proposal accurately. Thus, we opted to use employees. And, two employees for good measure. The trip generation characteristics were calculated from traffic studies compiled by the Institute of Transportation Engineers, "Trip Generation Manual", 11th Edition, 2022, for an expansion of approximately 3,500 sf (two employees for calculations), calculated under land use 712 - Small Office Building. The trips provided are as follows:

**EXISTING TRIPS ON SITE** (1 single family home)  
**ITE Land Use Category #210; 'Single Family Detached Housing'**

**WEEKDAY ADT:**

Average Rate: 9 (Total), 5 (Entry), 4 (Exit)  
 50% entering, 50% exiting

**AM PEAK HOUR BETWEEN 7 & 9 AM:**

Average Rate: 1 (Total), 0 (Entry), 1 (Exit)  
 25% entering, 75% exiting

**PM PEAK HOUR BETWEEN 4 & 6 AM:**

Average Rate: 1 (Total), 1 (Entry), 0 (Exit)  
 63% entering, 37% exiting

**PROPOSED TRIPS ON SITE** (based off 2 additional employees)  
**ITE Land Use Category #712; 'Small Office Building'**

**WEEKDAY ADT:**

Average Rate: 16 (Total), 8 (Entry), 8 (Exit)  
50% entering, 50% exiting.

**AM PEAK HOUR BETWEEN 7 & 9 AM:**

Average Rate: 2 (Total), 2 (Entry), 0 (Exit)  
85% entering, 15% exiting

**PM PEAK HOUR BETWEEN 4 & 6 AM:**

Average Rate: 2 (Total), 1 (Entry), 1 (Exit)  
33% entering, 67% exiting

**\*Trip Generation summary for NEW TRIPS**

**('existing' single family home subtracted from 'proposed' expanded commercial use):**

ADT Total: 7 (Total), 3 (Entry), 4 (Exit)

A.M. Peak Total: 1 (Total), 2 (Entry), 0 (Exit)

P.M. Peak Total: 2 (Total), 0 (Entry), 1 (Exit)

Written by: Clifton Trimble



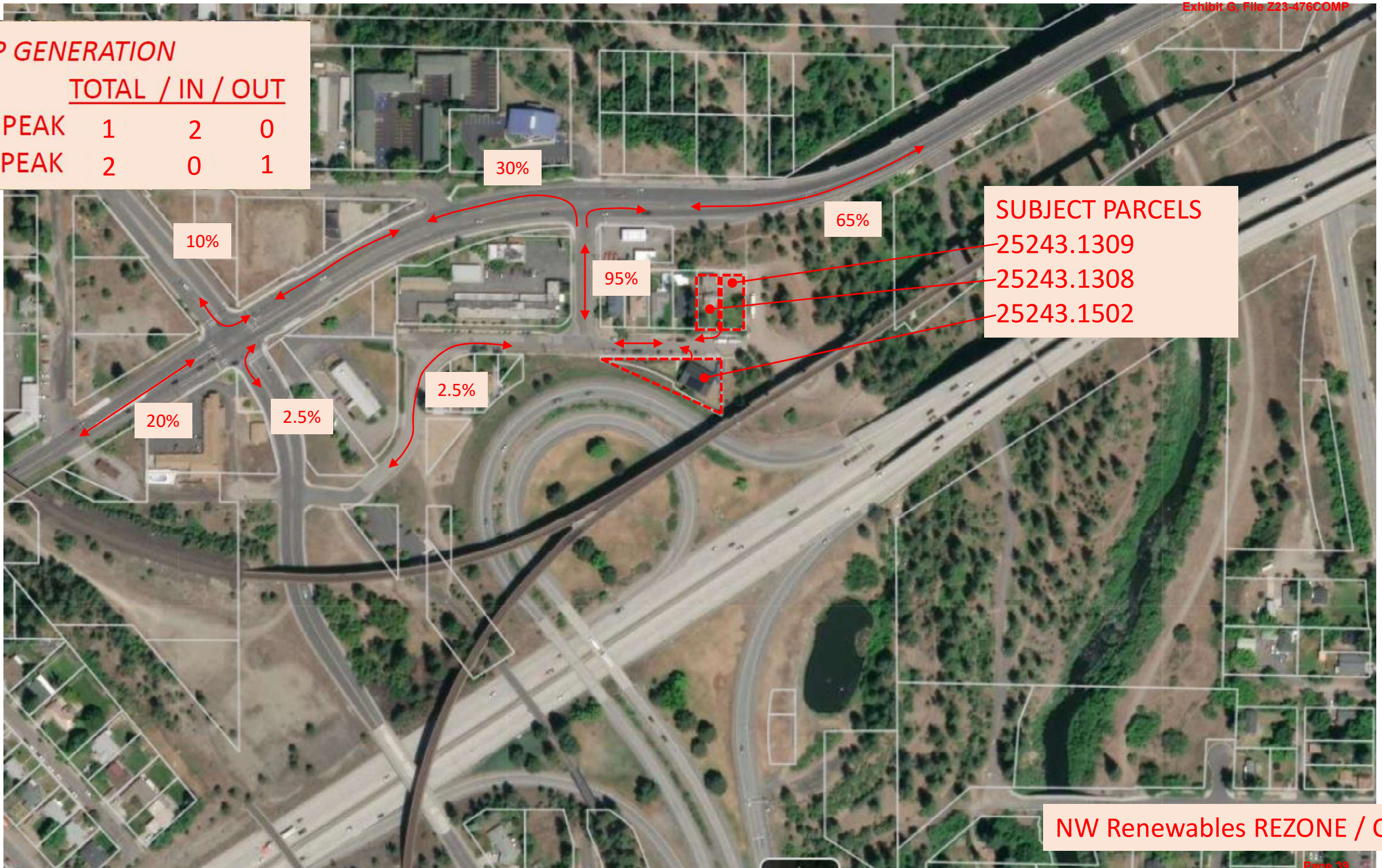
Reviewed by: Austin Storhaug, PE





**TRIP GENERATION**

	TOTAL	IN	OUT
AM PEAK	1	2	0
PM PEAK	2	0	1



**SUBJECT PARCELS**  
25243.1309  
25243.1308  
25243.1502

NW Renewables REZONE / CPA



### NONPROJECT DETERMINATION OF NONSIGNIFICANCE

**PROJECT:** File Z23-476COMP 8<sup>th</sup> Avenue Comprehensive Plan Amendment

**PROPONENT:** Douglas Heise, Harlan Heise, and the City of Spokane

**DESCRIPTION OF PROPOSAL:** An amendment to the Land Use Plan Map (LU-1) of the Comprehensive Plan and attendant changes to the Official Zoning Map of the City of Spokane for 4.3 acres in the West Hills Neighborhood.

**LOCATION OF PROPOSAL, INCLUDING STREET ADDRESS, IF ANY:** Southeast of the intersection of W Sunset Blvd and S Lindeke St.

**LEAD AGENCY:** City of Spokane

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

- There is no comment period for this DNS.
- This DNS is issued after using the optional DNS process in section WAC 197-11-355. There is no further comment period on the DNS.
- This DNS is issued under WAC 197-11-340(2); the lead agency will not act on this proposal for at least 14 days from the date of issuance (below). Comments regarding this DNS must be submitted no later than 5 p.m. on October 8, 2024 if they are intended to alter the DNS.

\*\*\*\*\*

**Responsible Official:** Spencer Gardner

**Position/Title:** Director, Planning Services **Phone:** (509) 625-6500

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

**Date Issued:** Sept 16, 2024 **Signature:** 

\*\*\*\*\*

# Exhibit I: Agency Comments

Whitmarsh, Brandon

---

**From:** Note, Inga  
**Sent:** Tuesday, May 7, 2024 4:41 PM  
**To:** Planning & Development Services Comp Plan  
**Subject:** RE: Request for Comments for Z23-476COMP (Eighth Avenue) - Comments DUE May 21, 2024

No concerns.

---

**From:** Benzie, Ryan <rbenzie@spokanecity.org>  
**Sent:** Tuesday, May 7, 2024 3:33 PM  
**To:** Abrahamson, Randy <randya@spokanetribe.com>; Development Services Center Addressing <eradsca@spokanecity.org>; Allenton, Steven <sallenton@spokanecity.org>; **Subject:** Request for Comments for Z23-476COMP (Eighth Avenue) - Comments DUE May 21, 2024

Good afternoon,

Please see the attached request for comments, SEPA checklist, and associated documents for the following project:

**Project Name:** Z23-476COMP (Eighth Avenue)

**Location:** W 8th Ave east of S Lindeke St; SW 1/4, Section 24, Township 25N, Range 42E

Please direct any comments or questions to [compplan@spokanecity.org](mailto:compplan@spokanecity.org) by **May 21, 2024 at 5 PM.**

Thank you,



**Ryan Benzie** | Clerk III | Planning & Economic Development  
509.625.6863 | [my.spokanecity.org](http://my.spokanecity.org)





**Spokane Tribe of Indians  
Tribal Historic Preservation Office**

P.O. Box 100 Wellpinit WA 99040

May 13, 2024

**To:** Ryan Benzie, Planner

**RE: Z23-476 Comp “Eight Avenue”**

Mr. Benzie,

Thank you for contacting the Tribe’s Historic Preservation Office, we appreciate the opportunity to provide a cultural consent for your project. The intent of this process is to preserve and protect all cultural resources whenever protection is feasible.

After archive research this area has a high potential for encountering historical resources, and the proposed ground disturbing actions would destroy any cultural resources present.

**Recommendation:** Cultural resource survey completed before any ground disturbing activity and Inadvertent Discovery Plan (IDP) implemented into the scope of work.

Once the survey is completed, we will do more mitigation of the outcome of the cultural survey.

However, if any artifacts or human remains are found upon excavation activity this office is to be notified and the immediate area cease. Should additional information become available, or scope of work change our assessment may be revised.

Again, thank you for this opportunity to comment and consider this a positive action that will assist us in protecting our shared heritage.

If questions arise, please contact me at (509) 258 – 4222.

Sincerely,

Randy Abrahamson  
Tribal Historic Preservation Officer



**2023/2024 Comprehensive Plan Amendments**

**EXHIBIT J: Z23-476COMP**

Department of Planning & Economic Development

## Legal Descriptions of Affected Parcels:

### APPLICANT PROPOSAL:

**Parcel 1 (25243.1502):**

WINONA ADD LTS 3 THRU 7 B7 LYG NLY OF NLY LN OF SR 90 RAMP C

**Parcel 2 (25243.1309):**

24-25-42: WINONA (3103405) LOT 12 BLOCK 5

**Parcel 3 (25243.1308):**

WINONA ADD L11 B5

**Rights of Way (Applicant Request):**

WINONA ADD FORMER LTS 1 THRU 9 B6 LYG NLY OF NLY LN OF SR 90 RAMP C AND FORMER LTS 1 AND 2 BLK 7 LYG NLY OF NLY LN OF SR 90 RAMP C

### CITY ADDITIONAL PROPOSAL:

**Parcel 4 (25243.1304):**

WINONA ADD L7 B5

**Parcel 5 (25243.1305):**

WINONA ADD L8 B5

**Parcel 6 (25243.1306):**

WINONA ADD L9 B5

**Parcel 7 (25243.1307):**

WINONA ADD L10 B5



**Agenda Sheet for City Council:**

**Committee:** Urban Experience **Date:** 11/11/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/13/2024

**Clerk's File #** ORD C36611

**Cross Ref #**

**Project #**

**Council Meeting Date:** 11/25/2024

**Submitting Dept** PLANNING & ECONOMIC

**Bid #**

**Contact Name/Phone** KEVIN (509) 625 - 6184

**Requisition #**

**Contact E-Mail** KFREIBOTT@SPOKANECITY.ORG

**Agenda Item Type** First Reading Ordinance

**Council Sponsor(s)** ZZAPPONE JBINGLE KKLITZKE

**Agenda Item Name** 0650 - Z23-477COMP – RUSTLE & BEMIS – COMPREHENSIVE PLAN

**Agenda Wording**

Proposal Z23-477COMP seeks to amend the Land Use Plan Map and Zoning Map for 0.84 acres in the West Hills Neighborhood. This proposal is being considered as part of the Annual Comprehensive Plan Amendment Work Program.

**Summary (Background)**

The proposal concerns 1603 S Bemis St. and 4302 W Sunset Blvd (Parcels 25262.0505 and 25262.0108) in the West Hills Neighborhood. Application Z23-477COMP seeks to amend the Comprehensive Plan Land Use Plan Map from "Residential Low" to "General Commercial" and amend the Zoning Map from "R1" to "General Commercial, 75-foot height limit (GC-75)." This Application is being considered concurrently with five others through the annual Comprehensive Plan Amendment cycle as required by the

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost \$

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

Processing of Comprehensive Plan Amendments utilizes existing staff time and resources. No additional costs are associated with the adoption of this proposal.

**Amount**

**Budget Account**

Neutral	\$	#
Select	\$	#
Select	\$	#
Select	\$	#
Select	\$	#
Select	\$	#





**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

Growth Management Act. The application has fulfilled public participation and notification requirements. The Plan Commission held a Public Hearing on October 9, 2024, to consider this Application and recommended approval of the proposal.

<b>Approvals</b>		<b>Additional Approvals</b>	
<b><u>Dept Head</u></b>	GARDNER, SPENCER		
<b><u>Division Director</u></b>	MACDONALD, STEVEN		
<b><u>Accounting Manager</u></b>	ORLOB, KIMBERLY		
<b><u>Legal</u></b>	SCHOEDEL, ELIZABETH		
<b><u>For the Mayor</u></b>	PICCOLO, MIKE		

**Distribution List**

	Kfreibott@spokanecity.org
bwhitmarsh@spokanecity.org	eking@spokanecity.org
sgardner@spokanecity.org	smacdonald@spokanecity.org

## Committee Agenda Sheet

### Urban Experience Committee

<b>Committee Date</b>	November 11, 2024
<b>Submitting Department</b>	Planning & Economic Development
<b>Contact Name</b>	Kevin Freibott
<b>Contact Email &amp; Phone</b>	<a href="mailto:kfreibott@spokanecity.org">kfreibott@spokanecity.org</a> , (509) 625 - 6184
<b>Council Sponsor(s)</b>	<u>CM Zack Zappone, CM Jonathan Bingle, and CM Kitty Klitzke</u>
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Z23-477COMP – Rustle & Bemis – Comprehensive Plan Amendment
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	<p>The proposal concerns 1603 S Bemis St. and 4302 W Sunset Blvd (Parcels 25262.0505 and 25262.0108) in the West Hills Neighborhood.</p> <p>*use the Fiscal Impact box below for relevant financial information</p> <p>Application Z23-477COMP seeks to amend the Comprehensive Plan Land Use Plan Map from “Residential Low” to “General Commercial” and amend the Zoning Map from “R1” to “General Commercial, 75-foot height limit (GC-75).”</p> <p>This Application is being considered concurrently with five others through the annual Comprehensive Plan Amendment cycle as required by the Growth Management Act. The application has fulfilled public participation and notification requirements. The Plan Commission held a Public Hearing on October 9, 2024, to consider this Application and recommended approval of the proposal.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A</p> <p>Total Cost: <a href="#">Click or tap here to enter text.</a></p> <p>    Current year cost:</p> <p>    Subsequent year(s) cost:</p> <p><b>Narrative:</b> <u>Processing of Comprehensive Plan Amendments utilizes existing staff time and resources. No additional costs are associated with the adoption of this proposal.</u></p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Specify funding source: Select Funding Source*</p> <p>Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a></p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?	
The is a private proposal to amend the land use and zoning map and is not directly related to historically excluded communities.	

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

The proposal is a land use and zoning map change and does not guarantee future development of the subject properties. No data is directly collected or analyzed on the listed topics, however the Planning & Economic Development Department generally follows these proposals to track whether the subject properties develop in the future.

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

As stated above, the department generally tracks these proposals to see if they develop. Doing so allows for educated revisions to ensure the efficacy of the program if they are warranted.

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

This proposal is consistent with Comprehensive Plan Policies **LU 1.8 General Commercial Uses**. After reviewing the criteria set forth in SMC 17G.020.030, Plan Commission found the proposal consistent with the Comprehensive Plan and all applicable review criteria, voting to recommend City Council approval of the proposal, subject to the modification of height from 70 to 75 feet.

Ordinance No. C36611

AN ORDINANCE RELATING TO APPLICATION FILE Z23-477COMP AMENDING MAP LU 1, LAND USE PLAN MAP, OF THE CITY'S COMPREHENSIVE PLAN FROM "RESIDENTIAL LOW" TO "GENERAL COMMERCIAL" FOR APPROXIMATELY 0.84 ACRES IN THE WEST HILLS NEIGHBORHOOD; AND AMENDING THE ZONING MAP FROM "R1" TO "GENERAL COMMERCIAL, 75-FOOT HEIGHT LIMIT (GC-75)".

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

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

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

WHEREAS, land use amendment application Z23-477COMP was submitted in a timely manner for review during the City's 2023/2024 Comprehensive Plan amendment cycle; and

WHEREAS, Application Z23-477COMP sought to amend the Land Use Plan Map of the City's Comprehensive Plan for 0.84 acres from "Residential Low" to "General Commercial" for 4302 W Sunset Blvd and 1603 S Bemis St; and

WHEREAS; the corresponding zoning destination requested was "General Commercial, 70-foot height limit (GC-70)"; and

WHEREAS, City Council adopted RES 2024-0029 on March 25, 2024, including Application Z23-477COMP in the 2024 Comprehensive Plan Amendment Work Program; and

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

WHEREAS, the Spokane Plan Commission held a workshop to study the application on July 10, 2024; and

WHEREAS, City Council adopted ORD C36555 on August 12, 2024, amending SMC 17C.122.220.B.1, establishing new maximum height options for commercial zones, following which the applicant requested that the City consider a maximum height of 75 feet for this proposal; and

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

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

WHEREAS, a staff report for Application Z23-477COMP reviewing all the criteria relevant to consideration of the application was published on September 20, 2024 and sent to all applicants, commenters, and the Plan Commission; and

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

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

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

WHEREAS, the Spokane Plan Commission found that Application Z23-477COMP is consistent with and implements the Comprehensive Plan; and

WHEREAS, the Spokane Plan Commission found that Application Z23-477COMP meets the final review criteria for Comprehensive Plan Amendments delineated in Spokane Municipal Code 17G.020.030; and

WHEREAS, the Spokane Plan Commission voted 9 to 0 to recommend approval of Application Z23-477COMP, conditioned upon their recommendation to amend the height maximum from 70 feet to 75 feet as requested by the applicant; and

WHEREAS, the City Council adopts the recitals set forth herein as its findings and conclusions in support of its adoption of this ordinance and further adopts the findings, conclusions, and recommendations from the Planning Services Staff Report and the City of Spokane Plan Commission for the same purposes; --

NOW, THEREFORE, THE CITY OF SPOKANE DOES ORDAIN:

1. Approval of the Application. Application Z23-477COMP is approved.

2. Amendment of the Land Use Map. Comprehensive Plan Map LU 1, Land Use Plan Map, is amended from “Residential Low” to “General Commercial” for 0.84 acres, as shown in Exhibit B.
3. Amendment of the Zoning Map. The City of Spokane Zoning Map is amended from “R1” to “General Commercial, 75-foot height limit (GC-75)” as shown in Exhibit C.

PASSED BY THE CITY COUNCIL ON \_\_\_\_\_, 2024.

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

Attest:

Approved as to form:

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

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

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

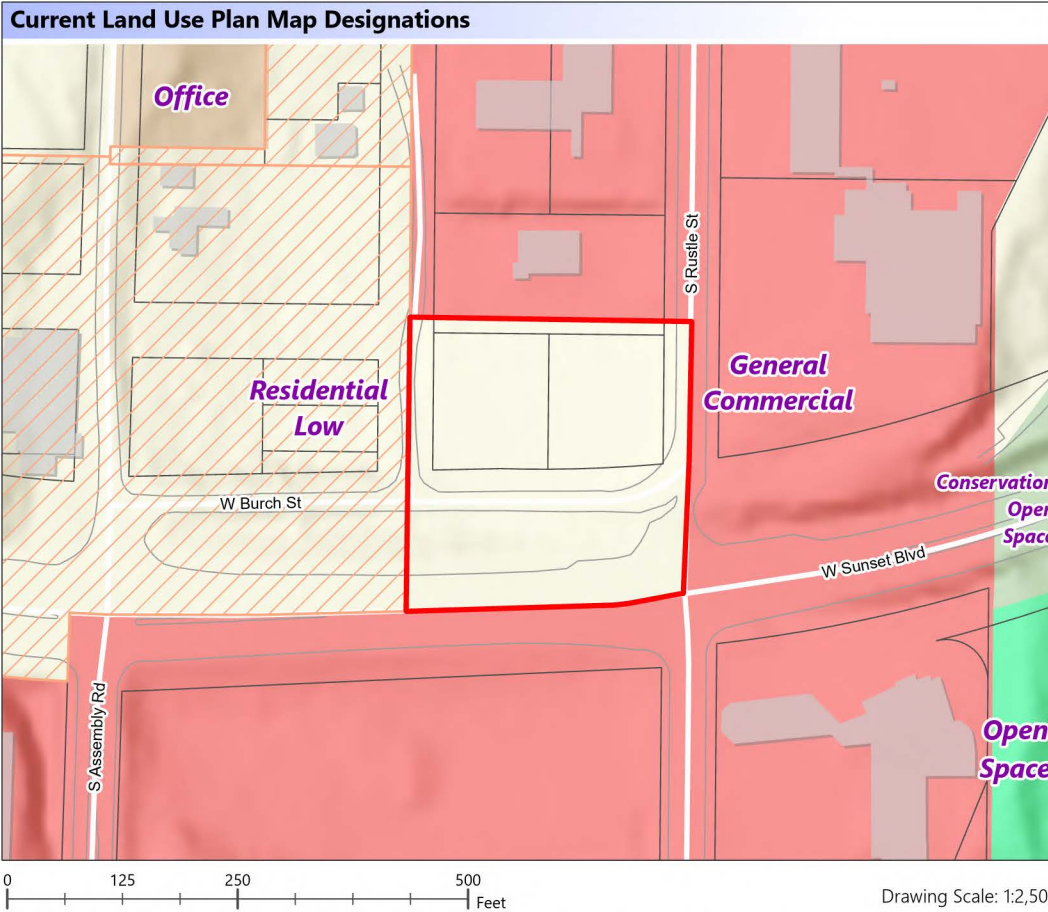


# Exhibit B: Land Use Plan Map Changes

Department of Planning & Economic Development



**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.



Z23-477COMP

Z23-478COMP

Parcel

Buildings

Curb Line

### Land Use Plan Designation

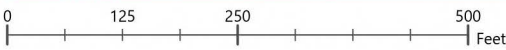
Conservation Open Space

Open Space

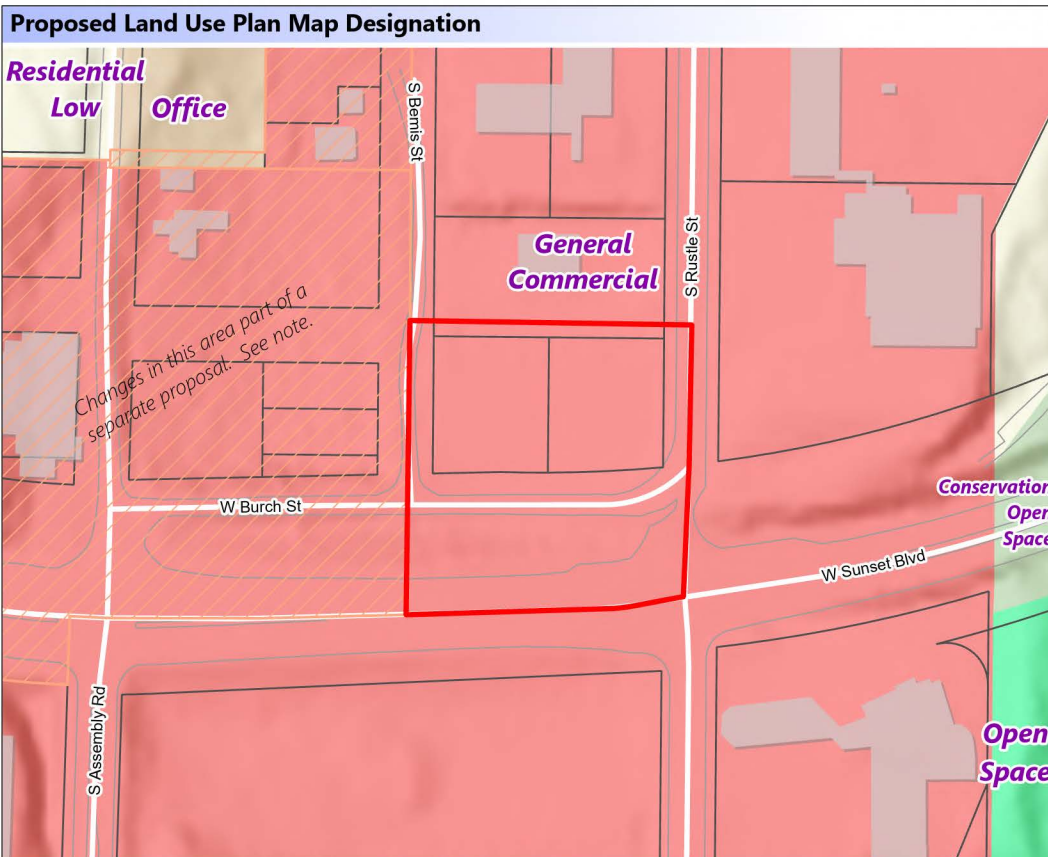
Residential Low

Office

General Commercial



Drawing Scale: 1:2,500



**Agent:** Storhaug Engineering

**Parcels:** 25262.0108

25262.0505

**Size:** 0.84 acres

(Size is Approximate)

**Note:** This application is located adjacent to another proposal by a another applicant. See **File Z23-478COMP** for details as to the adjacent application.





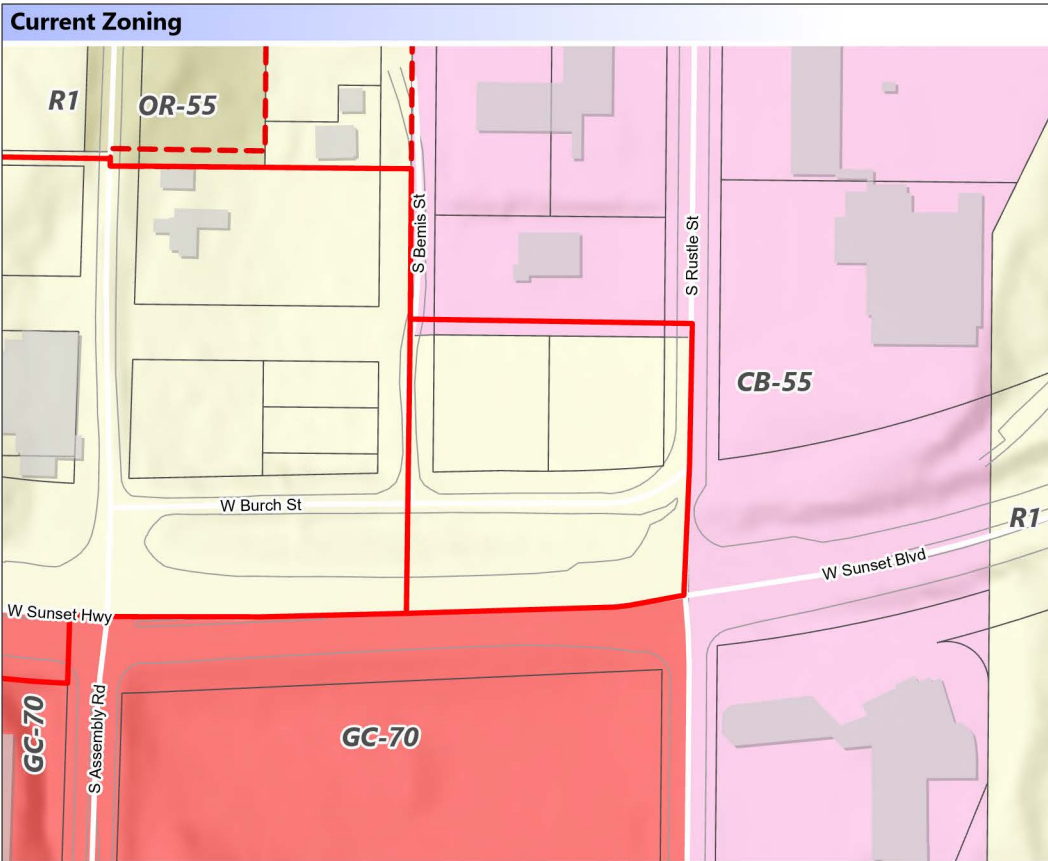


# Exhibit C: Zoning Changes

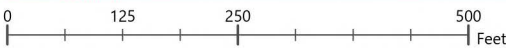
Department of Planning & Economic Development



**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.



- Project Area
  - Buildings
  - Parcel
  - Curb Line
- Zoning**
- Community Business
  - General Commercial
  - Office Retail
  - Residential 1

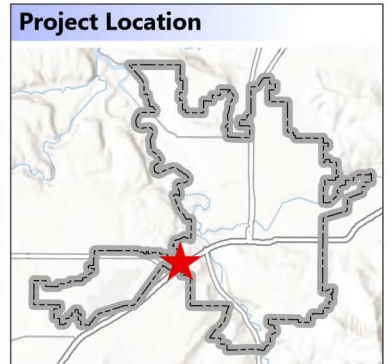
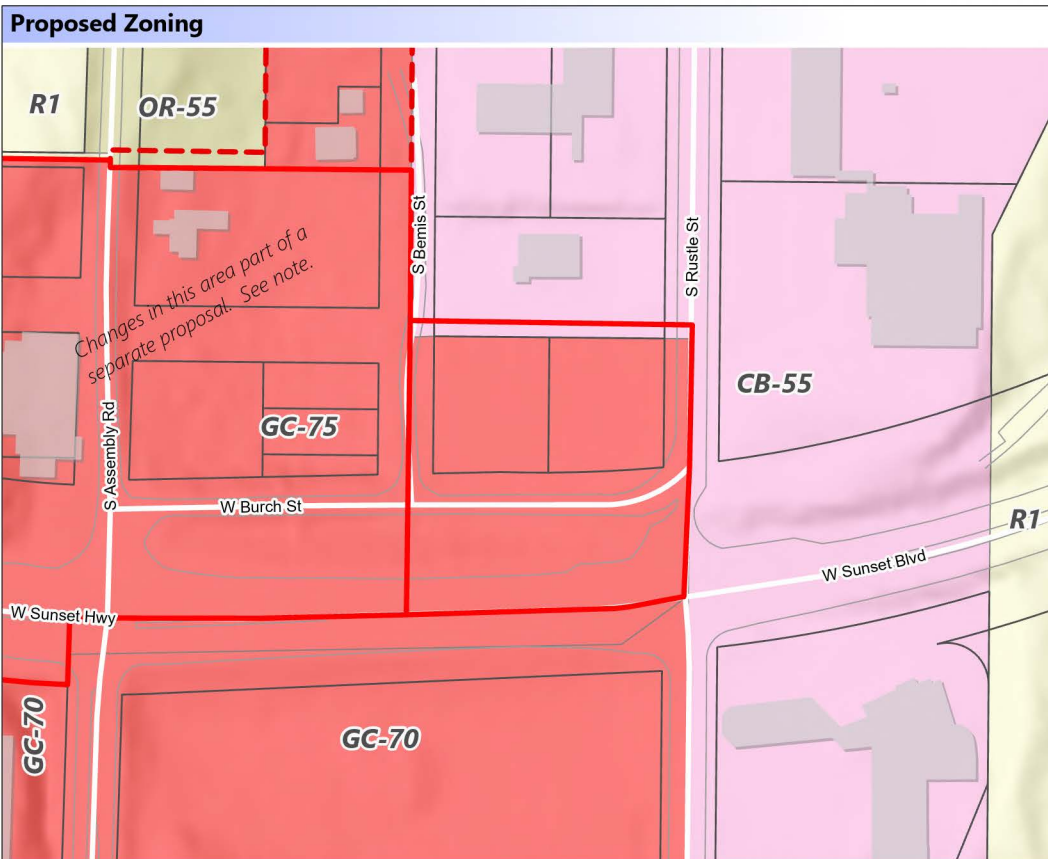


Drawing Scale: 1:2,500

**Agent:** Storhaug Engineering  
**Parcels:** 25262.0108  
 25262.0505  
**Size:** 0.84 acres  
 (Size is Approximate)

**Note:** This application is located adjacent to another proposal by a another applicant. See **File Z23-478COMP** for details as to the adjacent application.

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







**PLAN COMMISSION FINDINGS OF FACT, CONCLUSIONS, AND  
RECOMMENDATIONS ON COMPREHENSIVE PLAN AMENDMENT  
FILE Z23-477COMP (RUSTLE & BEMIS)**

**A Recommendation of the Spokane Plan Commission to the City Council to APPROVE the Comprehensive Plan Amendment application, subject to modification of the proposal relating to height, seeking to amend the land use plan map designation from “Residential Low” to “General Commercial” for two parcels totaling 0.84 acres located at 1603 S. Bemis St. and 4302 W. Sunset Blvd. The zoning designation requested is “General Commercial, 75-foot height limit (GC-75).”**

**FINDINGS OF FACT:**

- A. The City of Spokane adopted a Comprehensive Plan in May of 2001 that complies with the requirements of the Growth Management Act (“GMA”).
- B. Under GMA, comprehensive plans generally may be amended no more frequently than once a year, and all amendment proposals must be considered concurrently in order to evaluate for their cumulative effect.
- C. Amendment application Z23-477COMP (the “Application”) was submitted in a timely manner for review during the City’s 2023/2024 amendment cycle.
- D. The Application seeks to amend the land use plan map designation for two parcels totaling 0.84 acres located at 1603 S. Bemis St. and 4302 W. Sunset Blvd, from “Residential Low” to “General Commercial” with a corresponding change in zoning from “R1” to “General Commercial, 70-foot height limit (GC-70)”.
- E. The subject properties contain limited fencing and heavily deteriorated asphalt remaining from a parking lot no longer in use.
- F. Annual amendment applications were subject to a threshold review process to determine whether the applications will be included in the City’s Annual Comprehensive Plan Amendment Work Program.
- G. On January 22, 2024, the City Council adopted Resolution RES 2024-0002 establishing the City Council members of the Ad Hoc City Council Threshold Committee.
- H. On February 9, 2024, an Ad Hoc City Council Threshold Committee reviewed the applications that had been submitted and forwarded its recommendation to City Council regarding the applications.
- I. On March 25, 2024, the City Council adopted Resolution RES 2024-0029 establishing the 2024 Comprehensive Plan Amendment Work Program, including the Application in the Work Program.

- J. On March 28, 2024, staff presented the 2023/2024 Comprehensive Plan Amendment Work Program to the Community Assembly Land Use Subcommittee on, including details regarding the Application, and provided information on the required process, upcoming Plan Commission Workshops, and how to submit comments.
- K. On May 7, 2024, staff requested comments from agencies, departments, and neighborhood councils. The comment period ended May 21, 2024. By the end of the comment period, comments were received from the Spokane Tribe of Indians and Spokane Transit Authority.
- L. On June 10, 2024, a Notice of Application was mailed to all properties, owners, and taxpayers within a 400-foot radius of the subject parcels and any adjacent properties with the same ownership. Signs were also placed on the subject parcels in plain view of the public. The notice was also published in the Spokesman Review on both June 10, 2024, and June 17, 2024.
- M. The Notice of Application initiated a 60-day public comment period from June 10, 2024, to August 9, 2024, during which no comments were received.
- N. No additional public comments on the Application were received by October 8, 2024, at 5pm.
- O. On July 10, 2024, and July 24, 2024, the Spokane Plan Commission held public workshops to study the Application.
  - 1. During these workshops, Plan Commission discussed possible alternative height limits for the parcels as well as the possibility of zoning them “Community Business” instead of “General Commercial.”
- P. On September 16, 2024, a State Environmental Policy Act (“SEPA”) Checklist and Determination of Non-Significance were issued for the Application. The deadline to appeal the SEPA determination was October 8, 2024. No comments on the SEPA determination were received.
- Q. On September 17, 2024, the Washington State Department of Commerce and appropriate state agencies were given the required 60-day notice of intent to adopt before adoption of any proposed changes to the Comprehensive Plan.
- R. On September 20, 2024, staff published a report addressing SEPA and providing staff’s analysis of the merits of the Application, copies of which were circulated as prescribed by SMC 17G.020.060B.8. Staff’s analysis of the Application recommended approval of the Application.
- S. A Notice of SEPA Determination of Non-Significance and Plan Commission Hearing was published on September 25, 2024, in the Official Gazette and on September 25, 2024, and October 2, 2024, in the Spokesman Review.
- T. On September 25, 2024, a Notice of Public Hearing and SEPA Determination was posted on the Properties and mailed to all property owners and taxpayers of record, as shown by the most recent Spokane County Assessor’s record, and occupants of addresses of property located within a four-hundred-foot radius of any portion of the boundary of the subject Properties.
- U. On October 9, 2024, the Plan Commission held a public hearing on the Application, including the taking of verbal testimony, closing the verbal and written record, conducting deliberation on the application, and voting to recommend the City Council Approve this application.

1. No members of the public testified on this Application during the Plan Commission Hearing.
- V. During deliberation, the Plan Commission voted 9 to 0 to condition their recommendation on an amended height maximum for the subject properties from 70 to 75 feet. This was considered at the request of the applicant and conforms to amendments to SMC 17C.120.220.B.1 adopted by the City during the processing of the Application.
- W. As a result of the City's efforts, pursuant to the requirements of SMC 17G.020.070, the public has had extensive opportunities to participate throughout the process and persons desiring to comment were given an opportunity to do so.
- X. Except as may be otherwise indicated herein, the Plan Commission adopts the findings and analysis set forth in the Staff Report prepared for the Application (the "Staff Report").
- Y. The Plan Commission finds that the proposal meets the intent and requirements of the Comprehensive Plan, most specifically Policy Lu 1.8 General Commercial Uses.
- Z. The Plan Commission finds that the proposal meets the decision criteria established by SMC 17G.020.030, as described in the Staff Report.

#### **CONCLUSIONS:**

Based upon the application materials, staff analysis (which is hereby incorporated into these findings, conclusions, and recommendation), SEPA review, agency and public comments received, and public testimony presented regarding application File No. Z23-477COMP, the Plan Commission makes the following conclusions with respect to the review criteria outlined in SMC 17G.020.030:

1. The Application was submitted in a timely manner and added to the 2023/2024 Annual Comprehensive Plan Amendment Work Program, and the final review application was submitted as provided in SMC 17G.020.050(D).
2. Interested agencies and the public have had extensive opportunities to participate throughout the process and persons desiring to comment have been given that opportunity to comment.
3. The Application is consistent with the goals and purposes of GMA.
4. Any potential infrastructure implications associated with the Application will either be mitigated through projects reflected in the City's relevant six-year capital improvement plans or through enforcement of the City's development regulations at time of development.
5. As outlined in above in the Findings of Fact, the Application is internally consistent as it pertains to the Comprehensive Plan, as described in SMC 17G.020.030.E.
6. The Application is consistent with the Countywide Planning Policies for Spokane County, the comprehensive plans of neighboring jurisdictions, applicable capital facilities plans, the regional transportation plan, and official population growth forecasts.
7. The Application has been considered simultaneously with the other proposals included in the 2024 Annual Comprehensive Plan Amendment Work Program in order to evaluate the cumulative effect of all the proposals.

8. SEPA review was completed for the Application.
9. The Application will not adversely affect the City's ability to provide the full range of urban public facilities and services citywide at the planned level of service, or consume public resources otherwise needed to support comprehensive plan implementation strategies.
10. The Application proposes a land use designation that is in conformance with the appropriate location criteria identified in the comprehensive plan (e.g., compatibility with neighboring land uses, proximity to arterials, etc.).
11. The proposed map amendment and site is suitable for the proposed designation.
12. The map amendment would implement applicable comprehensive plan policies better than the current map designation.

**RECOMMENDATIONS:**

In the matter of Z23-477COMP, a request by Clifton Trimble of Storhaug Engineering on behalf of CV the James, LLC to change the land use plan designation of 0.84 acres of land from "Residential Low" to "General Commercial" with a corresponding change of the implementing zoning from "R1" to "General Commercial, 70-foot height limit (GC-70)". Based upon the above listed findings and conclusions, by a vote of **9 to 0**, the Spokane Plan Commission recommends City Council **APPROVE** the requested amendment to the Land Use Plan Map of the City's Comprehensive Plan with corresponding amendment to the City's Zoning Map, subject to the modification of the height limit from 70 feet to 75 feet, and authorizes the President to prepare and sign on the Commission's behalf a written decision setting forth the Commission's findings, conclusions, and recommendation on the application.

Greg Francis  
Greg Francis (Oct 22, 2024 15:08 PDT)

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**Greg Francis, President**  
Spokane Plan Commission  
Date: Oct 22, 2024







# PC Findings and Conclusions - Z23-477COMP

Final Audit Report

2024-10-22

Created:	2024-10-22
By:	Angela McCall (amccall@spokanecity.org)
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## "PC Findings and Conclusions - Z23-477COMP" History

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**2023/2024 Comprehensive Plan Amendments**
**STAFF REPORT FOR FILE Z23-477COMP (RUSTLE AND BEMIS)**

Department of Neighborhood and Planning Services

The following staff report concerns a proposed amendment to the City's current Comprehensive Plan. The proposal is to amend the land use plan map designation and zoning of one or more parcels in the City of Spokane. Amendments to the Comprehensive Plan are enabled by Spokane Municipal Code (SMC) 17G.020 and Revised Code of Washington (RCW) 36.70A.130.

**I. PROPERTY SUMMARY**

<b>Parcel(s):</b>	25262.0108 & 25262.0505
<b>Address(es):</b>	4302 W Sunset Blvd & 1603 S Bemis St
<b>Property Size:</b>	0.84 acres
<b>Legal Description:</b>	GARDEN SPRINGS L22 EXC HWY; ALL L23-24 B5 TOG W/ S1/2 OF VAC BURCH ST LYG N OF & ADJ TO SD LOT 24 -and- GARDEN SPRINGS ADD LT 1-3 BLK 5 EXC HWY; TOG W S1/2 VAC BURCH ST N OF AND ADJ
<b>General Location:</b>	NW of the corner of S Rustle St and W Burch St, just north of W Sunset Hwy
<b>Current Use:</b>	Vacant

**II. APPLICANT SUMMARY**

This application has two applicants—a private applicant and the City of Spokane itself. The following information regards the original private applicant:

<b>Agent:</b>	Clifton Trimble, Storhaug Engineering
<b>Applicant:</b>	Northwest Renewables
<b>Property Owner:</b>	CV the James LLC

**III. PROPOSAL SUMMARY**

<b>Current Land Use Designation:</b>	Residential Low
<b>Proposed Land Use Designation:</b>	General Commercial
<b>Current Zoning:</b>	R1
<b>Proposed Zoning:</b>	General Commercial (70' max height)
<b>SEPA Status:</b>	A SEPA threshold determination of Non-Significance (DNS) was made on September 16, 2024. The appeal deadline is 5:00 PM on October 8, 2024.

<b>Plan Commission Hearing Date:</b>	October 9, 2024
<b>Staff Contact:</b>	Kevin Freibott, Senior Planner, <a href="mailto:kfreibott@spokanecity.org">kfreibott@spokanecity.org</a>
<b>Staff Recommendation:</b>	<b>Approve</b>

#### IV. BACKGROUND INFORMATION

- General Proposal Description:** Pursuant to the procedures established by SMC 17G.020, enabled by RCW 36.70A.130, the original applicant asked the City of Spokane to amend the land use plan map designation (Map LU-1 of the Comprehensive Plan) from “Residential Low to General Commercial and zoning designation (Official Zoning Map of the City of Spokane) from R1 to General Commercial-70 for two parcels in the West Hills Neighborhood. No specific development is proposed on the properties at this time, though the applicant has stated their preference to develop the site with multi-family residential uses in the future.
- Site Description and Physical Conditions:** The site is currently vacant, exhibiting some severely eroded asphalt and some building materials left from the legal demolition of the previous car lot use on the site. The site is fenced with a low chain link fence but is otherwise unimproved. No frontage improvements (e.g. sidewalks) exist along the property edge.
- Property Ownership:** Both subject parcels are owned by CV The James, LLC, a registered Limited Liability Corporation.
- Adjacent Property Improvements and Uses:** The proposal is surrounded by existing development of the following nature:

Boundary	Land Use	Zone	Use
<b>North</b>	General Commercial	CB-55	Apartment building and a hotel.
<b>East</b>	General Commercial	CB-55	Commercial structure (photo processing/studio).
<b>South</b>	General Commercial	GC-70	Sunset Highway and then undeveloped land. Further south lies a large commercial operation (Uhaul)
<b>West</b>	Residential Low	R1	Vacant land, previously contained a single residential use but has since been demolished.

- Street Class Designations:** All streets adjacent to the subject parcels are designated “local.” Sunset Highway is designated as a Major Arterial. Similarly, S Rustle Street south of Sunset Highway is designated as a “minor arterial.”
- Current Land Use Designation and History:** As shown in **Exhibit B**, the subject parcels are currently designated for “Residential Low” in the Comprehensive Plan. While the name of that land use designation has changed from Residential 4-10 to its current name of Residential Low, the subject

parcels have been designated as the lowest level of residential intensity since the City’s adoption of the Growth Management Act (GMA) compliant Comprehensive Plan in 2001.

- 7. Proposed Land Use Designation:** As shown in **Exhibit B**, the proposal is to amend the land use plan map designation to “General Commercial.”
- 8. Current Zoning and History:** As shown in **Exhibit C**, the subject parcels are currently zoned R1, the lowest intensity residential zoning in the City. The subject parcels have been classified the same since the adoption of the current zoning map, except for the renaming of the “RSF” zone to “R1” in January 2024. The historical zoning, prior to 2006, is shown in the table below.

Year	Zone	Description
1958	N/A	These properties weren’t annexed until 1962
1975	R1	One-family residence zone
After 1975, Prior to 2006	R1	One-family residence zone

- 9. Proposed Zoning:** As Shown in **Exhibit C**, the proposed zoning for all parcels and the ROW is “General Commercial - 70.” During the Plan Commission workshop, the Plan Commission asked the applicant whether they would consider a different zoning of Community Business (CB).

When comparing General Commercial with Community Business, there are only a few key differences. Both zones allow the same primary uses, however the trigger for a Conditional Use Permit for industrial uses is smaller in Community Business (CUP is required when proposing industrial use over 20,000 square feet in Community Business rather than 50,000 square feet in General Commercial). Furthermore, the Floor Area Ratio (FAR) maximum in Community Business is smaller than in General Commercial (1.5 versus 2.5).

The applicant indicated in a following email that Community Business would be sufficient for their future concepts. Remaining zoning standards are identical between the two zones.

Also raised during the Plan Commission workshop is the issue of the height proposed by the applicant—70 feet. While processing this application the City separately proposed a suite of municipal code amendments resulting from the South Logan TOD Study<sup>1</sup>. These changes did not require a Comprehensive Plan Amendment and are thus part of a different program than the Comprehensive Plan Amendment process. One of the changes proposed by that project is to amend the choices of alternative maximum heights available in commercial zones. Essentially, SMC 17C.120.220.B.1 now allows 75 feet as a choice, rather than 70 feet. Those proposed changes to the SMC were adopted by City Council on August 13, 2024. The applicant in this proposal has been asked if they would like to amend their proposed maximum height to 75 feet and they have indicated that they would.

According to the above special conditions and Plan Commission discussion, the City is now being asked to approve a resulting zoning for this proposal of either GC-75 or CB-75. The additional five

<sup>1</sup> <https://my.spokanecity.org/projects/south-logan-transit-oriented-development-project/>



feet of height has been added to the maps in this case (see **Exhibit C**) but the zoning remains GC on the maps.

**V. APPLICATION PROCESS AND PUBLIC COMMENT**

**1. Key Steps:** The application is being processed according to SMC 17G.060, including the following steps:

Application Submitted .....	October 31, 2023
Threshold Application Certified Complete .....	November 30, 2023
Council Threshold Subcommittee Established <sup>2</sup> .....	January 22, 2024
Council Threshold Subcommittee Met .....	February 9, 2024
Annual Work Program Set <sup>3</sup> .....	March 25, 2024
Agency/Department Comment Period Ended .....	May 21, 2024
Notice of Application Posted .....	June 10, 2024
Plan Commission Workshop .....	June 26, 2024
60-Day Public Comment Period Ended .....	August 9, 2024
SEPA Determination Issued .....	September 16, 2024
Notice of Public Hearing Posted .....	September 25, 2024
Plan Commission Hearing Date (Scheduled) .....	October 9, 2024

**2. Agency Comments Received:** A Request for Comments was issued for this proposal on May 7, 2024 by sending it to local agencies, jurisdictions, City departments, and the neighborhood council in which the proposal is located. This request initiated an agency comment period that ended May 21, 2024. Three comments were received during the agency comment period, as follows:

- Integrated Capital Management Department: No concerns.
- Spokane Tribe: No concerns about the proposal, but requests consultation if any future ground-disturbing activities are proposed. Requested notification of any inadvertent discovery of human remains.
- Spokane Transit Authority: Supportive of increased density near high-performance transit corridors like Sunset Highway.

Copies of all agency comments received are included in this staff report as **Exhibit I**.

**3. Public Comments Received:** A Notice of Application was issued for the proposal on June 10, 2024, initiating a public comment period that ended August 9, 2024. No public comments were received on this proposal.

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<sup>2</sup>Spokane City Council Resolution 2024-0002

<sup>3</sup>Spokane City Council Resolution 2024-0029

4. **Public Workshop:** A public workshop with the Spokane Plan Commission was held on July 10, 2024, during which the particulars of the proposal were presented to the Plan Commission for their consideration and discussion. No public comment was taken per Plan Commission rules.

## VI. APPLICATION REVIEW AND ANALYSIS

1. **Guiding Principles:** SMC 17G.020.010 provides the following guiding principles for the annual comprehensive plan amendment process:

- A. Keep the comprehensive plan alive and responsive to the community.
- B. Provide for simultaneous review of proposals to allow for cumulative impact analysis of all applications on a City-wide basis and in conjunction with budget decisions.
- C. Make map adjustments based on a foundation in policy language, consistently applying those concepts citywide.
- D. Honor the community's long-term investment in the comprehensive plan, through public participation and neighborhood planning processes, by not making changes lightly.
- E. Encourage development that will enable our whole community to prosper and reinforce our sense of place and feeling of community, in an ecologically, economically, and socially sustainable manner.
- F. Amendments to the comprehensive plan must result in a net benefit to the general public.

2. **Review Criteria:** SMC 17G.020.030 provides a list of considerations that are to be used, as appropriate, by the applicant in developing an amendment proposal, by planning staff in analyzing a proposal, by the Plan Commission making a recommendation on a proposal, and by the City Council in making a decision on the proposal. Following each of the considerations is staff's analysis relative to the proposed amendment.

- A. **Regulatory Changes:** *Amendments to the comprehensive plan must be consistent with any recent state or federal legislative actions, or changes to state or federal regulations, such as changes to the Growth Management Act, or new environmental regulations.*

Staff Analysis: Staff reviewed and processed the proposed amendment under the most current regulations contained in the Growth Management Act, the Washington State Environmental Policy Act (SEPA), and the Spokane Municipal Code. Staff is unaware of any recent federal, state, or legislative actions with which the proposals would be in conflict, and no comments were received to this effect from any applicable agencies receiving notice of the proposal.

The proposal satisfies this criterion.

- B. **GMA:** *The change must be consistent with the goals and purposes of the State Growth Management Act.*

Staff Analysis: The Growth Management Act (GMA) details 13 goals to guide the development and adoption of comprehensive plans and development regulations (RCW 36.70A.020, "Planning Goals"), which guided the City's development of its own comprehensive plan and development

regulations. No comments received or other evidence in the record indicates inconsistency between the proposed plan map amendment and the goals and purposes of the GMA.

The proposal satisfies this criterion.

- C. Financing:** *In keeping with the GMA's requirement for plans to be supported by financing commitments, infrastructure implications of approved comprehensive plan amendments must be reflected in the relevant six-year capital improvement plan(s) approved in the same budget cycle.*

Staff Analysis: The City did not require, nor did any Agency or City Department comment request or require a traffic impact analysis for the proposal. The subject properties are already served by water, sewer, bus rapid transit service, and adjacent existing City streets. Additionally, any subsequent development of the site will be subject to a concurrency determination pursuant to SMC 17D.010.020.

The proposal satisfies this criterion.

- D. Funding Shortfall:** *If funding shortfalls suggest the need to scale back on land use objectives and/or service level standards, those decisions must be made with public input as part of this process for amending the comprehensive plan and capital facilities program.*

Staff Analysis: No evidence of a potential funding shortfall from this proposal exists.

The proposal satisfies this criterion.

**E. Internal Consistency:**

- 1.** *The requirement for internal consistency pertains to the comprehensive plan as it relates to all its supporting documents, such as the development regulations, capital facilities program, shoreline master program, downtown plan, critical area regulations, and any neighborhood planning documents adopted after 2001. In addition, amendments should strive to be consistent with the parks plan, and vice versa. For example, changes to the development regulations must be reflected in consistent adjustments to the goals or policies in the comprehensive plan. As appropriate, changes to the map or text of the comprehensive plan must also result in corresponding adjustments to the zoning map and implementation regulations in the Spokane Municipal Code.*

Staff Analysis: The proposal is internally consistent with applicable supporting documents of the Comprehensive Plan as follows:

- *Development Regulations.* As a non-project proposal, there are no specific plans for development of these sites. Additionally, any future development will be required to be consistent with the current development regulations at the time of application submittal. The proposal does not result in any non-conforming uses or development and staff finds no reason to indicate that the proposed Comprehensive Plan Land Use Plan Map and concurrent zone change would result in a property that cannot be reasonably developed in compliance with applicable regulations. In fact, the previous presence of a commercial structure

and use on the site reinforces the idea that this location can be developed according to the standards of the City's development regulations.

- *Capital Facilities Program.* As described in the staff analysis of Criterion C above, no additional infrastructure or capital expenditures by the City are anticipated for this non-project action, and it is not anticipated that the City's integrated Capital Facilities Program would be affected by the proposal.
- *Neighborhood Planning Documents Adopted after 2001.* The West Hills neighborhood completed its initial neighborhood planning project in 2016. This planning effort was centered on the stretch of Fort George Wright Drive adjacent to the Spokane Falls Community College, far from the subject parcels, and would not affect or be affected by this proposal.
- *Miscellaneous Comprehensive Plan Goals and Policies.* Staff have compiled a list of Comprehensive Plan Goals and Policies which bear on the proposal in **Exhibit E** of this report. Further discussion of these policies is provided under section K.2 below.

The proposal satisfies this criterion.

2. *If a proposed amendment is significantly inconsistent with current policy within the comprehensive plan, an amendment proposal must also include wording that would realign the relevant parts of the comprehensive plan and its other supporting documents with the full range of changes implied by the proposal.*

Staff Analysis: The proposal is generally consistent with current comprehensive plan policies, as described in further detail in the staff analysis of Criterion K.2 below and other criteria in this report. Therefore, no amendment to policy wording is necessary and this criterion does not apply to the subject proposals.

The proposal satisfies this criterion.

- F. **Regional Consistency:** *All changes to the comprehensive plan must be consistent with the countywide planning policies (CWPP), the comprehensive plans of neighboring jurisdictions, applicable capital facilities or special district plans, the regional transportation improvement plan, and official population growth forecasts.*

Staff Analysis: The proposed change in land use designations affects a relatively small area within an existing urbanized area with no foreseeable implications to regional or inter-jurisdictional policy issues. No comments have been received from any agency, City department, or neighboring jurisdiction which would indicate that this proposal is not regionally consistent.

The proposal satisfies this criterion.

- G. **Cumulative Effect:** *All amendments must be considered concurrently in order to evaluate their cumulative effect on the comprehensive plan text and map, development regulations, capital facilities program, neighborhood planning documents, adopted environmental policies and other relevant implementation measures.*

1. **Land Use Impacts:** *In addition, applications should be reviewed for their cumulative land use impacts. Where adverse environmental impacts are identified, mitigation requirements may be imposed as a part of the approval action.*
2. **Grouping:** *Proposals for area-wide rezones and/or site-specific land use plan map amendments may be evaluated by geographic sector and/or land use type in order to facilitate the assessment of their cumulative impacts.*

Staff Analysis: The City is concurrently reviewing this application and five other applications for Comprehensive Plan amendments as part of an annual plan amendment cycle. All six applications are for amendments to the land use plan map (LU-1) with attendant rezones. When considered together, these various applications do not interact, nor do they augment or detract from each other. Thus, the cumulative effects of these various applications are minor.

This proposal is located immediately adjacent to another, File Z23-478COMP. However, these two applications are separate proposals by different property owners and agents. They are both proposals for the same land use plan map designation and zoning. Accordingly, the two proposals' impacts would be identical in nature, differing only in magnitude due to the size difference between the proposals. When considering the impacts of each (e.g. traffic impacts), the City has considered their combined impact as well as their individual impacts. Regardless, neither proposal is expected to generate a significant cumulative impact to city systems, infrastructure, or the environment.

The proposal satisfies this criterion.

**H. SEPA:** *SEPA<sup>4</sup> Review must be completed on all amendment proposals and is described in Chapter 17E.050.*

1. **Grouping:** *When possible, the SEPA review process should be combined for related land use types or affected geographic sectors to better evaluate the proposals' cumulative impacts. This combined review process results in a single threshold determination for those related proposals.*
2. **DS:** *If a determination of significance (DS) is made regarding any proposal, that application will be deferred for further consideration until the next applicable review cycle to allow adequate time for generating and processing the required environmental impact statement (EIS).*

Staff Analysis: The application is under review in accordance with the State Environmental Policy Act (SEPA), which requires that the potential for adverse environmental impacts resulting from a proposal be evaluated during the decision-making process. On the basis of the information contained in the environmental checklist (see **Exhibit G**), written comments from local and State departments and agencies concerned with land development within the City, and a review of other information

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<sup>4</sup> State Environmental Protection Act

available to the Director of Planning Services, a Determination of Non-Significance was issued on September 16, 2024 (see **Exhibit H**).

The proposal satisfies this criterion.

- I. Adequate Public Facilities:** *The amendment must not adversely affect the City’s ability to provide the full range of urban public facilities and services (as described in CFU 2.1 and CFU 2.2) citywide at the planned level of service, or consume public resources otherwise needed to support comprehensive plan implementation strategies.*

Staff Analysis: The proposal represents a change in land use plan map designation and zoning for a location already described for urban-scale development in the Comprehensive Plan. The nature of that potential development would change (low intensity residential to commercial) but the result on public facilities still represents urban development with similar impacts to urban services. To ensure that this proposal would not adversely affect the provision of public facilities, either existing or planned, the proposal was routed to City departments for review early in the application process. No comments were received from those departments that adverse impacts on our systems or facilities would occur. No other evidence has been found to that effect either. Any subsequent development of the site will be subject to a concurrency determination pursuant to SMC 17D.010.020.

The proposal satisfies this criterion.

- J. UGA:** *Amendments to the urban growth area boundary may only be proposed by the City Council or the mayor of Spokane and shall follow the procedures of the countywide planning policies for Spokane County.*

Staff Analysis: The proposals do not include an expansion to the UGA.

This criterion does not apply.

**K. Demonstration of Need:**

- 1. Policy Adjustments:** *Proposed policy adjustments that are intended to be consistent with the comprehensive plan should be designed to provide correction or additional guidance so the community’s original visions and values can better be achieved. The need for this type of adjustment might be supported by findings from feedback instruments related to monitoring and evaluating the implementation of the comprehensive plan.*

Staff Analysis: The proposals do not include a policy adjustment.

This criterion does not apply.

- 2. Map Changes:** *Changes to the land use plan map (and by extension, the zoning map) may only be approved if the proponent has demonstrated that all of the following are true:*
- a.** *The designation is in conformance with the appropriate location criteria identified in the comprehensive plan (e.g., compatibility with neighboring land uses, proximity to arterials, etc.);*

Staff Analysis: The primary Comprehensive Plan policy that guides the location of General Commercial uses is LU 1.8, General Commercial Uses. LU 1.8 states that general commercial uses should be directed to “to Centers and Corridors designated on the Land Use Plan Map.”<sup>5</sup> This proposal is not located in or near a Center or Corridor. However, LU 1.8 also includes an exception to this requirement, stating that “exceptions to the containment policy may be allowed for limited expansions adjacent to existing General Commercial areas located outside Centers and Corridors.”<sup>6</sup> The policy then states that the following factors should be considered in these cases:

. . . maintaining the minimum depth from an arterial street necessary for the establishment or expansion of a general commercial neighborhood business; avoiding intrusion where incompatible into established neighborhoods; and implementing transitional land uses with the intent of protecting neighborhood character.<sup>7</sup>

While the proposal is located outside any designated Centers or Corridors, it is surrounded on three sides by existing General Commercial designations. Regarding depth from the arterial, the street alignment on the southern boundary of this site is problematic from a development perspective, as W Burch Street runs parallel to the arterial (Sunset Highway), making for a large distance between the arterial road surface and this proposal, more than 100 feet. If General Commercial uses are to be located on this site, their distance from the arterial would be naturally larger due to physical conditions outside the control of the applicant.

Regarding intrusion into incompatible neighborhoods, the existing neighborhood south, east, and north of this site has already developed with commercial uses. The addition of general commercial uses on the proposal site would not intrude into an existing residential neighborhood. Conversely, if the proposal site were to remain residential low, future development of this site with low intensity homes would place sensitive uses in an area functionally surrounded by much more intense use.

Regarding transitional uses, the proposal would not constitute a transitional use. However, as the site is surrounded on three side by designated General Commercial properties, a transition would seem superfluous in such a small area. Transitional uses would be more of a concern with the property to the west, however as that property is also seeking to amend their land use and zoning to Commercial, transitional land uses in that direction would likewise seem superfluous. If, however, this proposal was to be approved and the proposal to the west were *not* approved, that concern would be more valid. Because this

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<sup>5</sup> Shaping Spokane, the Comprehensive Plan for the City of Spokane, page 3-12.

<sup>6</sup> Ibid., page 3-13.

<sup>7</sup> Ibid.

proposal is a relatively small site, likely to develop with only one use rather than many, and because the existing S Bemis St to the west would provide sufficient buffer between commercial uses on this site and low-intensity residential use to the west.

Because this site is small and functionally surrounded by General Commercial uses, the compatibility issues raised by policy LU 1.8 would seem either moot or of low potential impact to adjacent sites. Accordingly, this proposal appears compatible with Comprehensive Plan location criteria.

- b. *The map amendment or site is suitable for the proposed designation.*

Staff Analysis:

- c. *The map amendment implements applicable comprehensive plan policies and subarea plans better than the current map designation.*

See the discussion under K.2 above. This site is relatively small and functionally surrounded by general-commercial-scale uses on three sides. Accordingly, development of low-intensity residential uses on this site would potentially conflict with the many stipulations in Comprehensive Plan policy that seeks to avoid conflicts between low-intensity uses like detached homes and higher intensity uses. In fact, as general commercial uses are seen generally as one of the highest intensity uses outside the downtown, placing low-intensity housing here would seem contrary to the policy framework and development guidelines provided by the Comprehensive Plan. This becomes even more significant if the Comprehensive Plan proposal to the west is approved (file Z23-478COMP). If that application was approved, this site would become surrounded on all side by much more intense development. Accordingly, the applicants proposal appears to better implement the overall development strategy and framework provided by the Comprehensive Plan.

Staff Analysis:

The proposals satisfy this criterion.

- 3. Rezones, Land Use Plan Amendment:** *Corresponding rezones will be adopted concurrently with land use plan map amendments as a legislative action of the city council. If policy language changes have map implications, changes to the land use plan map and zoning map will be made accordingly for all affected sites upon adoption of the new policy language. This is done to ensure that the comprehensive plan remains internally consistent and to preserve consistency between the comprehensive plan and supporting development regulations.*

Staff Analysis: If this proposal is adopted by City Council, changes will occur concurrently between the Land Use Plan Map in the Comprehensive Plan and the Zoning Map.

The proposal satisfies this criterion.



## VII. CONCLUSION

The proposal has been processed and considered according to the requirements of the Spokane Municipal Code. According to the information provided above and the whole of the administrative record, the proposal appears to meet the criteria for a comprehensive plan amendment as provided in SMC 17G.020.030.

Following the close of public testimony and deliberations regarding conclusions with respect to the review criteria and decision criteria detailed in SMC Chapter 17G.020, Plan Commission will need to make a recommendation to City Council for approval or denial of the requested amendment to the Land Use Plan map of the City's Comprehensive Plan.

## VIII. STAFF RECOMMENDATION

Staff recommends the Plan Commission and City Council **approve** the proposal.

## IX. LIST OF EXHIBITS

- A. Aerial Photos
- B. Existing and Proposed Land Use Plan Map
- C. Existing and Proposed Zoning Map
- D. Application Notification Area
- E. List of Relevant Comp Plan Policies
- F. Application Materials
- G. SEPA Checklist
- H. SEPA Determination of Non-Significance
- I. Agency Comments





# Exhibit A: Aerial Photos



**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.

### Detailed Aerial Photo (2022)



-  Z23-477COMP
-  Z23-478COMP

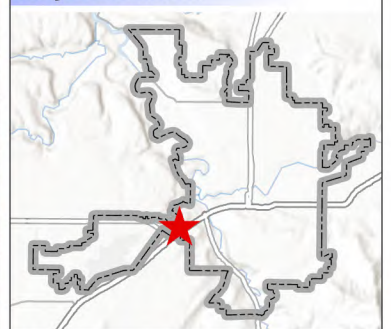
### Wide Area Aerial Photo (2022)



**Agent:** Storhaug Engineering  
**Parcels:** 25262.0108  
 25262.0505  
**Size:** 0.84 acres  
 (Size is Approximate)

**Note:** This application is located adjacent to another proposal by another applicant. See **File Z23-478COMP** for details as to the adjacent application.

### Project Location





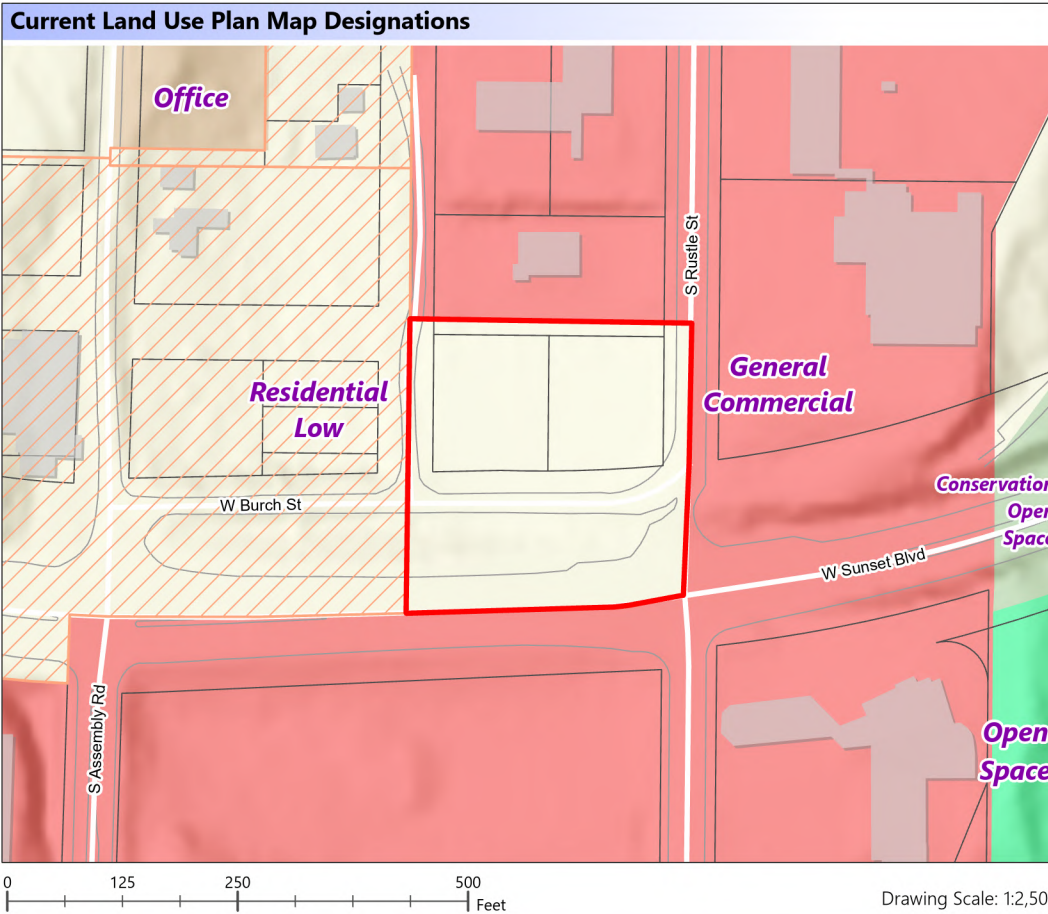


# Exhibit B: Land Use Plan Map Changes

Department of Planning & Economic Development

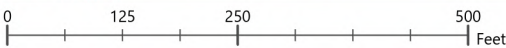


**THIS IS NOT A LEGAL DOCUMENT**  
The information shown on this map is compiled from various sources and is subject to constant revision. Information shown on this map should not be used to determine the location of facilities in relationship to property lines, section lines, streets, etc.

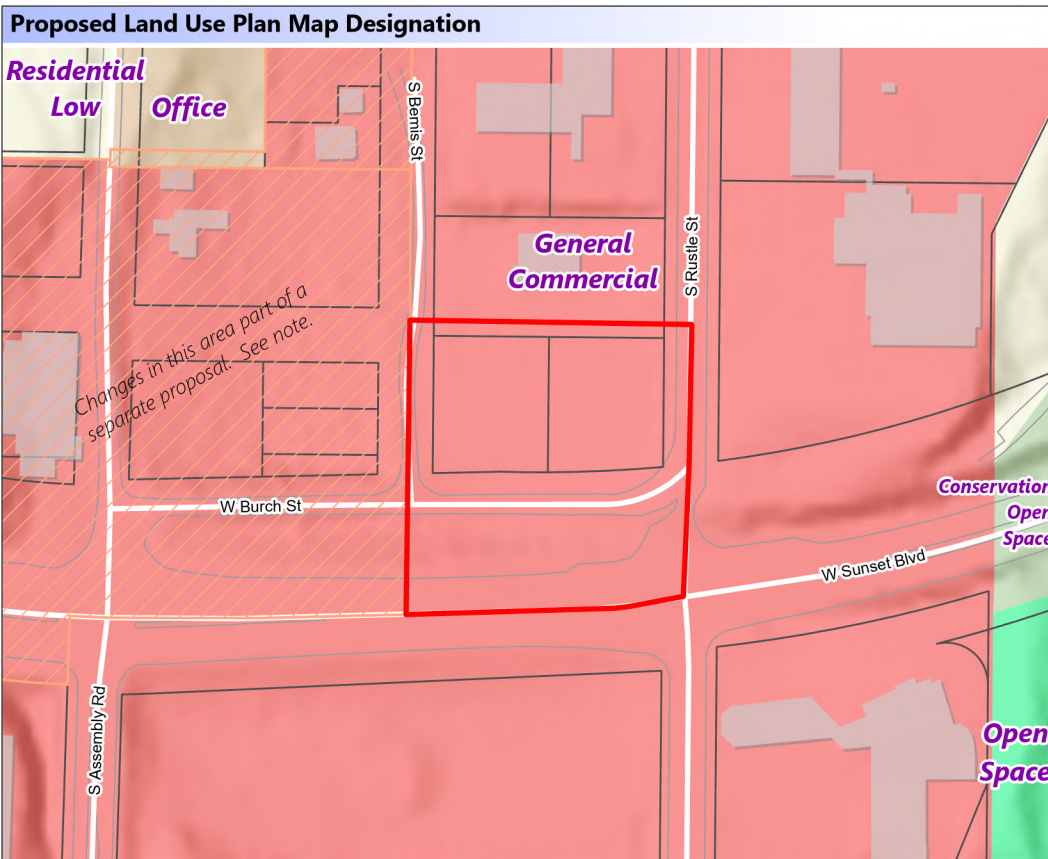


- Z23-477COMP
- Z23-478COMP
- Parcel
- Buildings
- Curb Line

- Land Use Plan Designation**
- Conservation Open Space
  - Open Space
  - Residential Low
  - Office
  - General Commercial

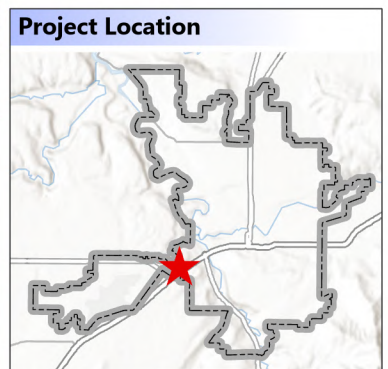


Drawing Scale: 1:2,500



**Agent:** Storhaug Engineering  
**Parcels:** 25262.0108  
 25262.0505  
**Size:** 0.84 acres  
 (Size is Approximate)

**Note:** This application is located adjacent to another proposal by a another applicant. See **File Z23-478COMP** for details as to the adjacent application.





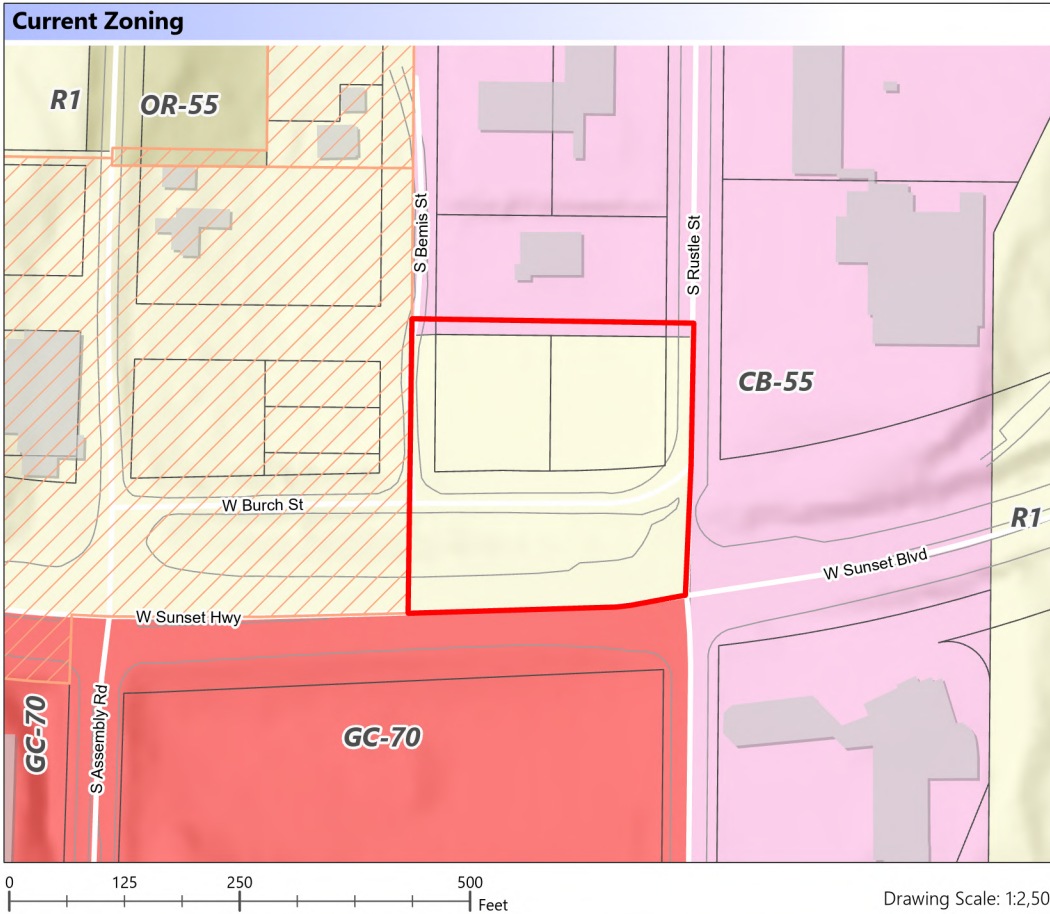


# Exhibit C: Zoning Changes

Department of Planning & Economic Development



**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.



Z23-477COMP

Z23-478COMP

Buildings

Parcel

Curb Line

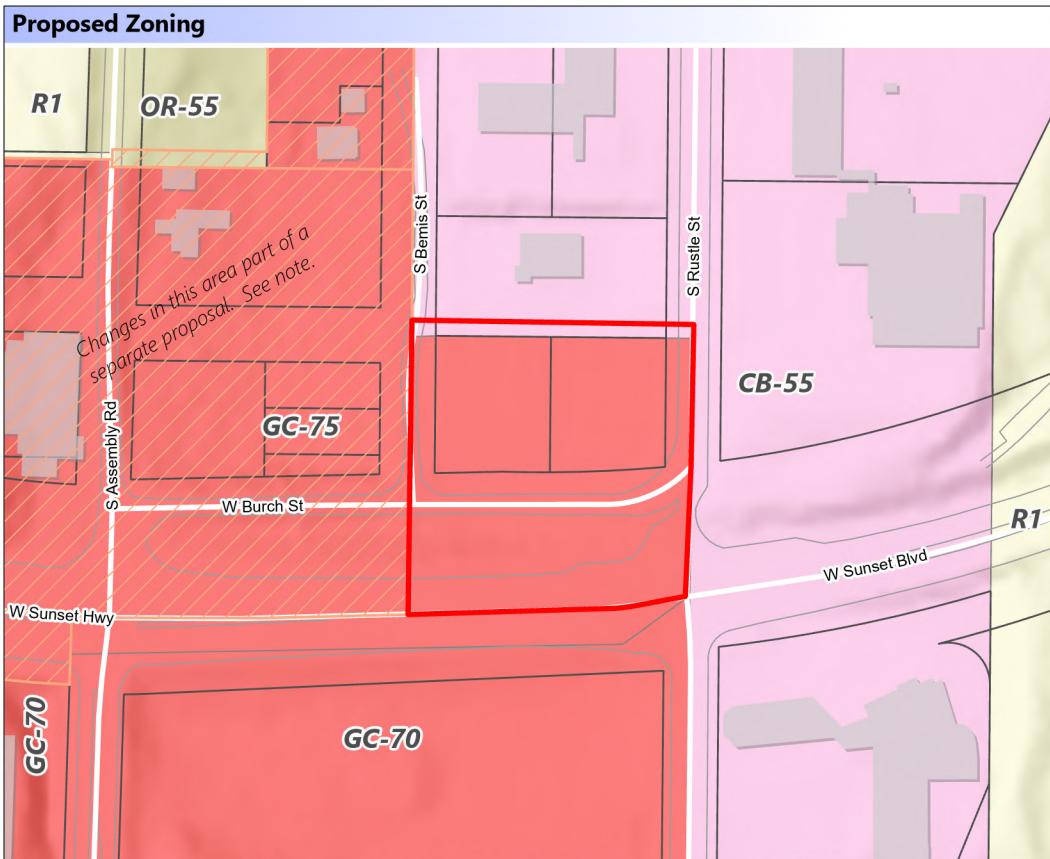
### Zoning

Community Business

General Commercial

Office Retail

Residential 1



**Agent:** Storhaug Engineering

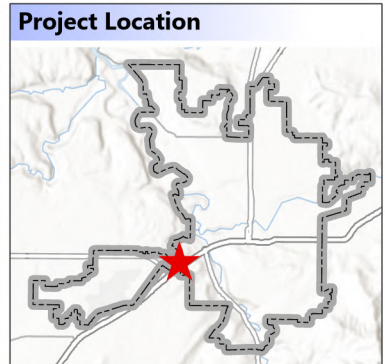
**Parcels:** 25262.0108

25262.0505

**Size:** 0.84 acres

(Size is Approximate)

**Note:** This application is located adjacent to another proposal by a another applicant. See **File Z23-478COMP** for details as to the adjacent application.









## Comprehensive Plan Policies Related to the Proposal

The following goals and policies are taken directly from the Comprehensive Plan and comprise those goals and policies that staff feels bears most directly on the proposal. The entire Comprehensive Plan is available for review and consideration at [www.shapingspokane.org](http://www.shapingspokane.org) as well.

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### LU 1 CITYWIDE LAND USE

**Goal: Offer a harmonious blend of opportunities for living, working, recreation, education, shopping, and cultural activities by protecting natural amenities, providing coordinated, efficient, and cost effective public facilities and utility services, carefully managing both residential and non-residential development and design, and proactively reinforcing downtown Spokane’s role as a vibrant urban center.**

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#### LU 1.1 Neighborhoods

*Utilize the neighborhood concept as a unit of design for planning housing, transportation, services, and amenities.*

**Discussion:** Neighborhoods generally should have identifiable physical boundaries, such as principal arterial streets or other major natural or built features. Ideally, they should have a geographical area of approximately one square mile and a population of around 3,000 to 8,000 people. Many neighborhoods have a Neighborhood Center that is designated on the Land Use Plan Map. The Neighborhood Center, containing a mix of uses, is the most intensive activity area of the neighborhood. It includes higher density housing mixed with neighborhood-serving retail uses, transit stops, office space, and public or semi-public activities, such as parks, government buildings, and schools.

A variety of compatible housing types are allowed in a neighborhood. The housing assortment should include higher density residences developed in the form of small scale apartments, townhouses, duplexes, and rental units that are accessory to single-family homes, as well as detached single-family homes.

A coordinated system of open space, nature space, parks, and trails should be furnished with a neighborhood park within walking distance or a short transit ride of all residences. A readily accessible elementary school should be available for neighborhood children. Neighborhood streets should be narrow and tree-lined with pedestrian buffer strips (planting strips) and sidewalks. They should be generally laid out in a grid pattern that allows easy access within the neighborhood. Alleys are used to provide access to garages and the rear part of lots. Pedestrian amenities like bus shelters, benches, and fountains should be available at transit stops.

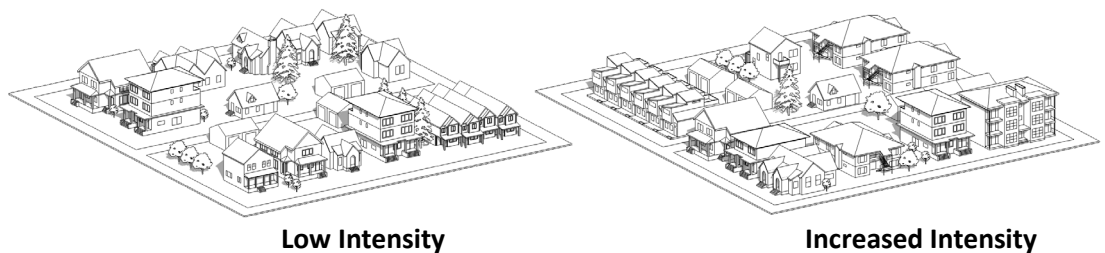
### LU 1.3 Lower Intensity Residential Areas

*Focus a range of lower intensity residential uses in every neighborhood while ensuring that new development complements existing development and the form and function of the area in which it is located.*

**Discussion:** The city’s residential neighborhoods are one of its most valuable assets. Diversity in both housing type and residents in these areas is essential for the wellbeing and health of the city’s neighborhoods. Lower intensity residential uses, from detached homes to middle housing types, are generally compatible with each other and can be incorporated effectively into all neighborhoods. Accordingly, some residential areas would benefit from slightly increased intensities of residential use (e.g., somewhat taller buildings, more lot coverage), dependent on the context and nature of the surrounding neighborhood. These areas of increased residential development should focus on those parts of the neighborhood where proximity to adequate transportation (such as frequent transit), parks, schools, shopping, and other services already exists and where conditions allow for accommodation of increased utility/service needs and other impacts such as parking or the need for public green space.

Complementary types of development should include places for neighborhood residents to walk to work, shop, eat, and recreate. Complementary uses include those serving daily needs of residents, including schools, places of worship, grocery stores, recreation facilities, and small-format retail and medical uses. Development of these uses in a manner that avoids negative impacts to surroundings is essential. Creative mechanisms, including design standards, must be implemented to address these impacts so that potential conflicts are avoided.

The following graphics are provided as a conceptual guide to different intensities envisioned by this policy. These are schematic representations of possible development intensities and are not intended to call for specific structure designs or architectural details.



For specific guidance as to the Land Use Plan Map designations guided by this policy—“Residential Low” and “Residential Plus”—see Section 3.4 below.

*Policy LU 1.3 amended by Ordinance C36414 on September 7, 2023.*

### LU 1.4 Higher Intensity Residential Areas

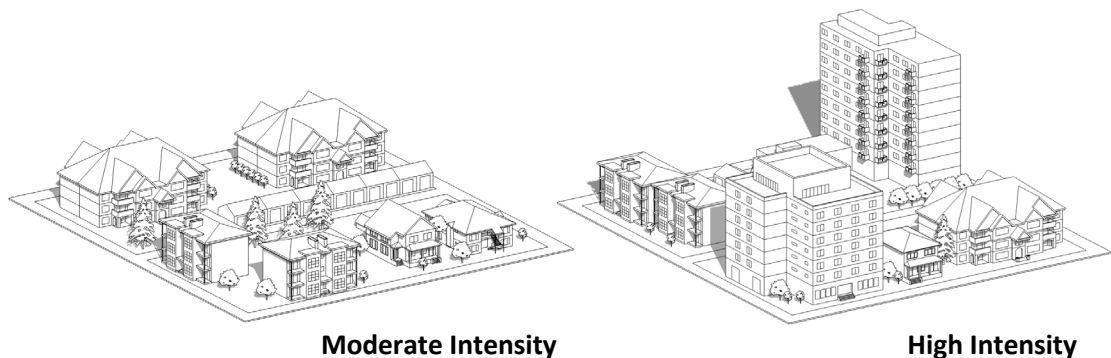
*Direct new higher intensity residential uses to areas in and around Centers and Corridors designated on the Land Use Plan Map and to areas where existing development intensity is already consistent with development of this type..*

**Discussion:** Higher intensity housing of various types is the critical component of a Center. Without substantially increasing population in a center’s immediate vicinity, there is insufficient market demand

for goods and services at a level to sustain more intense commercial development. Residential uses in and around Centers generally consist of multi-story condominiums and apartments. In some cases, smaller-scale residential development may be interspersed among those higher intensity uses, but generally uses of higher scale and height should predominate in these areas, especially as proximity to designated Centers or Corridors increases. Likewise, residential development should increase in height, mass, and lot coverage as properties are located closer to commercial areas or where employment is higher.

To ensure that the market for higher intensity residential use is directed to Centers, future housing of higher scale and form is generally limited in other areas. Whenever more intense residential uses are proposed outside the general vicinity of Centers and Corridors, topics such as the proximity of those areas to uses like commercial or downtown uses should be considered. Design and site requirements should be considered that minimize conflict between these areas and other uses.

The following graphics are provided as a conceptual guide to different intensities envisioned by this policy. These are schematic representations of possible development intensities and are not intended to call for specific structure designs or architectural details.



For specific guidance as to the two Land Use Plan Map designations guided by this policy—"Residential Moderate" and "Residential High"—see Section 3.4 below.

*Policy LU 1.4 amended by Ordinance C36414 on September 7, 2023.*

## **LU 1.8 General Commercial Uses**

*Direct new General Commercial uses to Centers and Corridors designated on the Land Use Plan Map.*

**Discussion:** General Commercial areas provide locations for a wide range of commercial uses. Typical development in these areas includes freestanding business sites and larger grouped businesses (shopping centers). Commercial uses that are auto-oriented and include outdoor sales and warehousing are also allowed in this designation. Land designated for General Commercial use is usually located at the intersection of or in strips along principal arterial streets. In many areas such as along Northwest Boulevard, this designation is located near residential neighborhoods.

To address conflicts that may occur in these areas, zoning categories should be implemented that limit the range of uses, and site development standards should be adopted to minimize detrimental impacts on the residential area. New General Commercial areas should not be designated in locations outside



Centers and Corridors. Existing commercial strips should be contained within their current boundaries with no further extension along arterial streets allowed.

However, recognizing existing investments, and given deference to existing land-use patterns, exceptions to the containment policy may be allowed for limited expansions adjacent to existing General Commercial areas located outside Centers and Corridors. The factors to consider in such adjacent expansions include: maintaining the minimum depth from an arterial street necessary for the establishment or expansion of a general commercial neighborhood business; avoiding intrusion where incompatible into established neighborhoods; and implementing transitional land uses with the intent of protecting neighborhood character.

Areas designated General Commercial within Centers and Corridors are encouraged to be developed in accordance with the policies for Centers and Corridors. Through a neighborhood planning process for the Center, these General Commercial areas will be designated in a land use category that is appropriate in the context of a Center and to meet the needs of the neighborhood.

Residential uses are permitted in these areas. Residences may be in the form of single-family homes on individual lots, upper-floor apartments above business establishments, or other higher density residential uses.

*Policy LU 1.8 amended by Ordinance C35842 on January 17, 2020.*

#### **LU 4.6 Transit-Supported Development**

*Encourage transit-supported development, including a mix of employment, residential, and commercial uses, adjacent to high-performance transit stops.*

**Discussion:** People are more likely to take transit to meet their everyday travel needs when transit service is frequent, at least every 15 minutes. Mixed-use development in these areas will enable less reliance on automobiles for travel, reduce parking needs, and support robust transit ridership. Land use regulations and incentives will encourage this type of development along high-performance transit corridors.

Transit-supported development should be encouraged through the application of development incentives, enhanced design measures, streetscape standards, parking standards, and potential changes in density and use. Each of these measures should be developed through a sub-area planning (or similar) process as each high-performance transit line is planned and developed. These sub-area planning processes should include neighborhood and stakeholder involvement and public participation processes to ensure that site-specific and neighborhood-context issues are addressed and benefits are maximized.

*Policy LU 4.6 amended by Ordinance C35841 on January 17, 2020.*

#### **LU 5.5 Compatible Development**

*Ensure that infill and redevelopment projects are designed to be compatible with and complement surrounding uses and building types.*

**Discussion:** New infill development and redevelopment should be designed and planned to seek compatibility with its location. Consideration should be given to multiple scales of compatibility, from

the site on which the use will be constructed to the wider area in which it will reside. New development or redevelopment should also seek to complement and enhance the existing neighborhood where possible by expanding the choices available in the area and improving the use and form of the area in which it is located. For example, middle housing types provide for increased diversity in scale and form while also maintaining a high level of compatibility with existing residential neighborhoods, especially in those areas where only one housing type was previously available.

*Policy LU 5.5 amended by Ordinance C35841 on January 17, 2020.*

### 3.4 DESCRIPTION OF LAND USE DESIGNATIONS

The following land use plan map designations are necessary for development and growth in the city to achieve the vision and values discussed at the beginning of the chapter. These land use designations are shown on the following map, LU-1 Land Use Plan Map, which apply the requirements of land use and the goals and policies of the Comprehensive Plan to the physical environment, describing the types of development expected in each area. The overall strategy, as described above, is that development mass, height, and lot coverage be concentrated in focused growth areas (Centers and Corridors) while the remaining parts of the city remain occupied by lower intensity uses. Furthermore, future changes to the land use plan map should seek to achieve a transition between areas of lower and higher development mass and form and should avoid locations where the lowest intensity uses immediately transition to the highest intensity uses.

There is expected to be some variation in residential zones within each residential land use plan map designation. Contextual factors such as proximity to services, transportation options, and existing land use patterns should be considered when assigning a zoning category.

The land use designations and their general characteristics are as follows:

**Residential Low:** The Residential Low land use designation should focus on a range of housing choices built at the general scale and height of detached houses. This includes both detached and attached homes and housing categorized as middle housing (duplex, triplex, etc.). Combinations of these types should also be allowed, such as a duplex with an accessory dwelling unit. Other non-residential uses should be allowed conditionally, provided they integrate into the nature and context of the neighborhood. This would include uses such as schools, places of worship, grocery, small-format retail and medical services, and other resident serving uses.

Residential Low areas are appropriate in parts of the city where amenities and services are scaled for a lower level of development intensity.

**Residential Plus:** Uses in the Increased Intensity Residential designation are largely similar in type to low intensity residential areas. However, the overall development scale of those uses should be slightly higher, including possible design allowances like increased lot coverage, height, and other similar design requirements. The intent of Increased Intensity Residential areas is to provide a gradual increase in intensity, height, and overall context as the lower intensity areas transition into the more intense uses found in Centers and Corridors or significant commercial areas.

Residential Plus areas are appropriate whenever predominately lower scale residential is located near or around more intense uses like commercial locations or designated Centers and Corridors. Factors to be

considered in designating such areas should include proximity to arterials and collectors, availability of transit, the nearness of more intense development, available capacity in systems and infrastructure, and any other factors that help ensure the proposed land use designation integrates well into the existing built environment.

Development allowed in these areas is expected to be larger in form (height, lot coverage, etc.) than those in the Low Intensity Residential areas, while still maintaining a high level of continuity and consistency between the two less intense residential areas.

**Residential Moderate:** Residential Moderate areas provide increased intensity of development more appropriate to areas in the vicinity of designated Centers and Corridors and those served by substantial commercial or employment opportunities. The typical type of residential development appropriate to this designation include larger apartment buildings while also including a mix of the lower intensity areas where warranted. Example apartment types include the three-floor walkup and traditional apartment complexes as well as larger townhome and condo complexes. If neighborhood serving uses are included, such as places of worship or community centers, those non-residential uses can be of a higher scale and intensity than those conditionally permitted in Low and Increased Intensity Residential areas.

Residential Moderate uses should be generally limited to within moderate walking distance of a Center, Corridor, or major employment/commercial area. Placement of Moderate Residential outside walking distance of these more intense areas is acceptable if sufficient rationale exists to place them further out—such as proximity to high-capacity or frequent transit service (aka Transit Oriented Development).

**Residential High:** The Residential High designation allows for the highest intensity of residential uses, including construction types found in the Moderate Intensity Residential designation but also including taller and more intense apartment complexes. High Intensity Residential areas are intended to focus residential intensity in the near vicinity of downtown and other Centers and Corridors in the city, where sufficient services and employment opportunities exist nearby. A focus on accessibility, walkability, and equitable housing provisions should be provided in this area, including incentives and other bonuses for more affordable/attainable units as these areas are also located near to services and essential facilities like frequent transit.

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## H 1 HOUSING CHOICE AND DIVERSITY

**Goal: Provide opportunities for a variety of housing types that is safe and affordable for all income levels to meet the diverse housing needs of current and future residents.**

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### H 1.4 Use of Existing Infrastructure

*Direct new residential development into areas where community and human public services and facilities are available.*

**Discussion:** Using existing services and infrastructure often reduces the cost of creating new housing. New construction that takes advantage of existing services and infrastructure conserves public resources that can then be redirected to other needs such as adding amenities to these projects.

## H 1.7 Socioeconomic Integration

*Promote socioeconomic integration throughout the city.*

**Discussion:** Socioeconomic integration includes people of all races, color, religion, sex, national origin, handicap, disability, economic status, familial status, age, sexual orientation, or other arbitrary factors. Often, housing affordability acts as a barrier to integration of all socioeconomic groups throughout the community.

## H 1.9 Mixed-Income Housing

*Encourage mixed-income developments throughout the city.*

**Discussion:** Mixed-income housing provides housing for people with a broad range of incomes on the same site, development, or immediate neighborhood. Mixed-income housing provides socio-economic diversity that enhances community stability and ensures that low-income households are not isolated in concentrations of poverty.

## H 1.11 Access to Transportation

*Encourage housing that provides easy access to public transit and other efficient modes of transportation.*

**Discussion:** Transportation is the second largest expenditure after housing and can range from 10 to 25 percent of household expenditures. Examining where housing is located and the associated transportation costs may provide a more realistic evaluation of housing affordability in the future.

## H 1.18 Distribution of Housing Options

*Promote a wide range of housing types and housing diversity to meet the needs of the diverse population and ensure that this housing is available throughout the community for people of all income levels and special needs.*

**Discussion:** A variety of housing types should be available in each neighborhood. Diversity includes styles, types, size, and cost of housing. Many different housing forms can exist in an area and still exhibit an aesthetic continuity. Development of a diversity of housing must take into account the context of the area and should result in an improvement to the existing surrounding neighborhood.

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## H 2 HOUSING QUALITY

**Goal: Improve the overall quality of the City of Spokane's housing.**

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## H 2.4 Linking Housing With Other Uses

*Ensure that plans provide increased physical connection between housing, employment, transportation, recreation, daily-needs services, and educational uses.*

**Discussion:** The location of housing in relation to other land uses is a part of what determines the quality of housing. The desirability and viability of housing changes for different segments of the community, based on an area's mix of land uses. As complementary land uses become spread further apart, transportation options decrease while transportation costs increase. These added transportation costs reduce the amount of household income available for housing and other household needs. This affects

lower-income households first. In urban areas, basic services, such as grocery stores, public transportation, and public parks, should be available within a mile walk of all housing.

### **DP 1.2 New Development in Established Neighborhoods**

*Encourage new development that is of a type, scale, orientation, and design that maintains or improves the character, aesthetic quality, and livability of the neighborhood.*

**Discussion:** New development should be compatible with the context of the area and result in an improvement to the surrounding neighborhood.

### **DP 2.12 Infill Development**

*Encourage infill construction and area redevelopment that complement and reinforce positive commercial and residential character.*

**Discussion:** Infill construction can benefit the community when done in a manner that improves and does not detract from the livability of the neighborhood and the desirable design character of the area.

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## **N 2 NEIGHBORHOOD DEVELOPMENT**

**Goal: Reinforce the stability and diversity of the city's neighborhoods in order to attract long-term residents and businesses and to ensure the city's residential quality, cultural opportunities, and economic vitality.**

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### **Policies**

#### **N 2.1 Neighborhood Quality of Life**

*Ensure that neighborhoods continue to offer residents transportation and living options, safe streets, quality schools, public services, and cultural, social, and recreational opportunities in order to sustain and enhance the vitality, diversity, and quality of life within neighborhoods.*

**Discussion:** Spokane enjoys a rich variety of living opportunities within its individual neighborhoods, each with its unique character. Maintaining and enhancing our neighborhood assets is key to providing stability within neighborhoods and Spokane citizens with a prolonged sense of pride.



# General Application

Rev.20180104

## DESCRIPTION OF PROPOSAL

The current land use designation for parcels 25262.0505 and 25262.0108 is Residential Low (zoned RSF). We are requesting a Comprehensive Plan Amendment for the Land Use to become General Commercial, with the zoning designation to become GC-70.

Address of Site Proposal (if not yet assigned, obtain address from Public Works before submitting application):

1603 S BEMIS ST & 4302 W SUNSET BLVD

## APPLICANT

Name: Storhaug Engineering

Address: 510 E Third Ave

Phone: 509-266-0029 Email: clifton.trimble@storhaug.com

## PROPERTY OWNER

Name: CV THE JAMES, LLC

Address: 111 SW 5TH AVE, SUITE 3800, PORTLAND, OR, 97204-3642

Phone: 206-390-6113 Email: tchang@tolovanagroup.com

## AGENT

Name:

Address:

Phone: Email:

Assessor's Parcel Numbers: 25262.0505 and 25262.0108

Legal Description of Site: GARDEN SPRINGS ADD LT 1-3 BLK 5 EXC HWY; TOG W S1/2 VAC BURCH ST N OF AND ADJ & GARDEN SPRINGS L22 EXC HWY;ALL L23-24 B5 TOG W/ S1/2 OF VAC BURCH ST LYG N OF & ADJ TO SD LOT 24

2 General Application

Size of Property: .83 (total of the two parcels)

List Specific Permits Requested in this Application: Approval of change of land use designation (Comp Plan Amendment)

SUBMITTED BY:

Applicant Property Owner Property Purchaser Agent

In the case of discretionary permits (administrative, hearing examiner, landmarks commission or plan commission), if the applicant is not the property owner, the owner must provide the following acknowledgement:

I, Sean Keys, owner of the above-described property, do hereby authorize Storhaug Engineering to represent me and my interests in all matters regarding this application.

ACKNOWLEDGMENT

STATE OF WASHINGTON Oregon ) ) ss. COUNTY OF SPOKANE Multnomah )

On this 27 day of October, 2023, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared Sean Keys to me known to be the individual that executed the foregoing instrument and acknowledged the said instrument to be free and his/her free and voluntary act and deed, for the uses and purposes therein mentioned.

Witness my hand and official seal hereto affixed the day and year first above written.



[Signature] Notary Public in and for the State of Oregon, residing at 732 NW 19th Ave, Portland, OR





# Comprehensive Plan or Land Use Code Amendment

Pre-Application

Rev.20180102

## DESCRIPTION OF THE PROPOSED AMENDMENT:

*(Please check the appropriate box(es))*

- |   |   |
|---|---|
| <input type="checkbox"/> Comprehensive Plan Text Change | <input checked="" type="checkbox"/> Land Use Designation Change |
| <input type="checkbox"/> Regulatory Code Text Change    | <input type="checkbox"/> Area-Wide Rezone                       |

**Please respond to these questions on a separate piece of paper. Incomplete answers may jeopardize your application's chances of being reviewed during this amendment cycle.**

### 1. General Questions *(for all proposals):*

- a. Summarize the general nature of the proposed amendment. ***See attached sheet***
- b. Why do you feel this change is needed? ***See attached sheet***
- c. In what way(s) is your proposal similar to or different from the fundamental concepts contained in the comprehensive plan? ***See attached sheet***
- d. For text amendments: What goals, policies, regulations or other documents might be changed by your proposal? ***See attached sheet***
- e. For map amendments: ***See attached sheet***
  1. What is the current Land Use designation and zoning for each affected parcel?
  2. What is the requested Land Use designation and zoning for each affected parcel?
  3. Describe the land uses surrounding the proposed amendment site(s); e.g. land use type, vacant/occupied, etc.
- f. Do you know of any existing studies, plans or other documents that specifically relate to or support your proposal? ***See attached sheet***
- g. Why did you decide to pursue a comprehensive plan amendment rather than address your concern through some other aspect of the Development Services department's work program (e.g. neighborhood planning, public input on new regulations, etc.)? ***See attached sheet***
- h. Has there been a previous attempt to address this concern through a comprehensive plan amendment?
 

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
------------------------------	--
- i. If yes, please answer the following questions: ***See attached sheet***
  1. When was the amendment proposal submitted?
  2. Was it submitted as a consistent amendment or an inconsistent amendment?
  3. What were the Plan Commission recommendation and City Council decision at that time?
  4. Describe any ways that this amendment proposal varies from the previously considered version.



## **Comprehensive Plan or Land Use Code Amendment (Pre-Application)**

### 1. General Questions (for all proposals):

a. Summarize the general nature of the proposed amendment.

**The nature of the proposal is for a Comprehensive Plan Change for the Land Use to become General Commercial, with the zoning designation to become GC-70 (also general commercial with a height limit of 70 ft (same as across the HWY from our parcel). This would expand and compliment with existing commercial corridor along Sunset HWY.**

b. Why do you feel this change is needed?

**The proposal is necessary for the property to be available for more of a diversity of uses, which is supported by and consistent with the existing commercial development along Sunset Hwy. As the parcel is immediately adjacent to Sunset HWY, a Major Arterial, this parcel would be more appropriately zoned commercial. Typically, single family residential is not found along Sunset HWY, and commercial uses are better suited that kind of traffic, noise exposure, circulation, etc., against a HWY/Major Arterial. Single Family Residential is better suited to be buffered for safety and comfort, inset within neighborhoods.**

c. In what way(s) is your proposal similar to or different from the fundamental concepts contained in the comprehensive plan?

**The City of Spokane Comprehensive Plan, amended September 7, 2023, LU 1.8 states that "land designated for General Commercial use is usually located at the intersection of or in strips along principal arterial streets". Our project is directly against a Major Arterial, supporting these scenarios with the incentive that Sunset HWY is an existing commercial corridor with compatible zoning. This strip is essentially the bridge between HWY 2 in Airway Heights and the commercial strip along Rosauers, the old Lucky You, and into the Spokane 3<sup>rd</sup> Ave commercial corridor where the Toyota and Honda Dealerships, etc. are located (as well as a myriad of other commercial goods and services).**

d. For text amendments: What goals, policies, regulations or other documents might be changed by your proposal? **N/A. We are not proposing a Text Amendment**

e. For map amendments:

**1. What is the current Land Use designation and zoning for each affected parcel? The current land use designation for parcels 25262.0505 and 25262.0108 is Residential Low**

**2. What is the requested Land Use designation and zoning for each affected parcel? The requested land use designation for parcels 25262.0505 and 25262.0108 is General Commercial.**

**3. Describe the land uses surrounding the proposed amendment site(s); e.g. land use type, vacant/occupied, etc.**

**The use to the immediate north of the subject parcels is a multifamily apartment building; further north is a motel six and another vacant motel building. Across the street on Rustle to the immediate east is a commercial printing studio, and across sunset HWY to the south are various commercially zoned uses such as Catholic Charities, storage facilities, Uhaul and Ardurra (transportation planning company), Hampton Inn, and the Sunset Point commercial business park.**

f. Do you know of any existing studies, plans or other documents that specifically relate to or support your proposal? **None specific. Our plan is based off the goals and policies of the City's Comprehensive Plan, compatibility and the current use of Sunset HWY as a commercial corridor.**

**g.** Why did you decide to pursue a comprehensive plan amendment rather than address your concern through some other aspect of the Development Services department's work program (e.g. neighborhood planning, public input on new regulations, etc.)? **This process was proposed by the City as the correct application/path.**

**h.** Has there been a previous attempt to address this concern through a comprehensive plan amendment? **Not to our knowledge.**

**i.** If yes, please answer the following questions: **N/A**

- 1.** When was the amendment proposal submitted? **(N/A)**
- 2.** Was it submitted as a consistent amendment or an inconsistent amendment? **(N/A)**
- 3.** What were the Plan Commission recommendation and City Council decision at that time? **(N/A)**
- 4.** Describe any ways that this amendment proposal varies from the previously considered version. **(N/A)**



**DESCRIPTION OF THE PROPOSED AMENDMENT** Please check the appropriate box(es):

*(Inconsistent Amendments will only be processed every other year beginning in 2005.)*

- |   |   |
|---|---|
| <input type="checkbox"/> Comprehensive Plan Text Change | <input checked="" type="checkbox"/> Land Use Designation Change |
| <input type="checkbox"/> Regulatory Code Text Change    | <input type="checkbox"/> Area-wide Rezone                       |

**Please respond to these questions on a separate piece of paper. Incomplete answers may jeopardize your application's chances of being reviewed during this amendment cycle.**

**1. General Questions (for all proposals):**

- a. Describe the nature of the proposed amendment and explain why the change is necessary.  
**See attached sheet**
- b. How will the proposed change provide a substantial benefit to the public? **See attached sheet**
- c. Is this application consistent or inconsistent with the Comprehensive Plan goals, objectives and policies? Describe and attach a copy of any study, report or data, which has been developed that supports the proposed change and any relevant conclusions. If inconsistent please discuss how the analysis demonstrates that changed conditions have occurred which will necessitate a shift in goals and policies. **See attached sheet**
- d. Is this application consistent or inconsistent with the goals and policies of state and federal legislation, such as the Growth Management Act (GMA) or environmental regulations? If inconsistent, describe the changed community needs or priorities that justify such an amendment and provide supporting documents, reports or studies. **See attached sheet**
- e. Is this application consistent with the Countywide Planning Policies (CWPP), the comprehensive plans of neighboring jurisdictions, applicable capital facilities or special district plans, the Regional Transportation Improvement District, and official population growth forecasts? If inconsistent please describe the changed regional needs or priorities that justify such an amendment and provide supporting documents, reports or studies. **See attached sheet**
- f. Are there any infrastructure implications that will require financial commitments reflected in the Six-Year Capital Improvement Plan. **See attached sheet**
- g. Will this proposal require an amendment to any supporting documents, such as development regulations, Capital Facilities Program, Shoreline Master Program, Downtown Plan, critical areas regulations, any neighborhood planning documents adopted after 2001, or the Parks Plan? If yes, please describe and reference the specific portion of the affected plan, policy or regulation.  
**See attached sheet**
- h. If this proposal is to modify an Urban Growth Area (UGA) boundary, please provide a density and population growth trend analysis. Changes to the Urban Growth Area may occur only every five years and when the Board of County Commissioners (BoCC) reviews all UGA's countywide. **See attached sheet (N/A)**

**2. For Text Amendments:**

- a. Please provide a detailed description and explanation of the proposed text amendment. Show proposed edits in "line in/line out" format, with text to be added indicated by underlining, and text to be deleted indicated with ~~strikeouts~~. **N/A**
- b. Reference the name of the document as well as the title, chapter and number of the specific goal, policy or regulation proposed to be amended/added. **N/A**

**3. For Map Change Proposals:**

- a. Attach a map of the proposed amendment site/area, showing all parcels and parcel numbers.
- b. What is the current land use designation?
- c. What is the requested land use designation?
- d. Describe the land uses surrounding the proposed amendment site (land use type, vacant/occupied, etc.)

**Included in Application; attached**

## **Comprehensive Plan or Land Use Code Amendment Application Answer Sheet**

### General Questions (for all proposals):

- a) Describe the nature of the proposed amendment and explain why the change is necessary.

The nature of the proposal is for a Comprehensive Plan Change for the Land Use to become General Commercial, with the zoning designation to become GC-70 (also general commercial with a height limit of 70 ft (same as across the HWY from our parcel). The proposal is necessary for the property to be available for more of a diversity of uses. As the parcel is immediately adjacent to Sunset HWY, a Major Arterial, this parcel would be more appropriately zoned commercial. Typically, single family residential is not found along Sunset HWY, and commercial uses are better suited that kind of traffic, noise exposure, circulation, etc., against a HWY/Major Arterial. Single Family Residential is better suited to be buffered for safety and comfort, inset within a neighborhood.

- b) How will the proposed change provide a substantial benefit to the public?

The proposal would expand the commercial corridor adjacent to Sunset HWY where the traffic, circulation, and compatible existing commercial uses are located. This is consistent with best management planning and land use practice, as well as those policies previously referenced in the City's Comprehensive Plan.

- c) Is this application consistent or inconsistent with the Comprehensive Plan goals, objectives and policies? Describe and attach a copy of any study, report or data, which has been developed that supports the proposed change and any relevant conclusions. If inconsistent, please discuss how the analysis demonstrates that changed conditions have occurred which will necessitate a shift in goals and policies.

The City of Spokane Comprehensive Plan, amended September 7, 2023, LU 1.8 General Commercial Uses supports our project in several areas. The Comp Plan states that "land designated for General Commercial use is usually located at the intersection of or in strips along principal arterial streets"; our project is directly against a Major Arterial, supporting this policy with the incentive that Sunset HWY is an existing commercial corridor with compatible zoning. This strip is the bridge between HWY 2 in Airway Heights and the Commercial strip along Rosauers, the old Lucky You, and into the Spokane 3<sup>rd</sup> Ave commercial corridor where the Toyota and Honda Dealerships, etc. are located.

- d) Is this application consistent or inconsistent with the goals and policies of state and federal legislation, such as the Growth Management Act (GMA) or environmental regulations? If inconsistent, describe the changed community needs or priorities that justify such an amendment and provide supporting documents, reports or studies.

The project is within the City's boundary and supports proper 'growth management'. Other tangentially related items might include the LU 4 TRANSPORTATION goal, which is referenced within the Comprehensive Plan as to "promote a network of safe and cost effective transportation alternatives, including transit, carpooling, bicycling, pedestrian-oriented environments, and more efficient use of the automobile, to recognize the relationship between land use and transportation". Inside the existing commercial strip along Sunset HWY, buffered to the periphery of the HWY is RSF, RMF, RDH (residential uses), as well as other commercial uses related to 'General Commercial', zoned as Commercial Business lining Sunset HWY. Our project continues to link commercial use along the HWY, while keeping and promoting the live/work dynamic close to these residential uses. This relationship optimizes commute times - placing commercial near residential, in some areas, while buffering the residential use promoting safety as well as the 'quaint' residential feel advances efficient land use planning. Under LU 4.1 'Land Use and Transportation', it is noted that the Growth Management Act (GMA) intently focuses on the relationship between land use and transportation. This section of the Comp Plan, as it relates to

the GMA, requires transportation that is consistent with the land use. Section LU 4.2 *'Land Uses That Support Travel Options and Active Transportation'* supports a goal of promoting *"a compatible mix of housing and commercial uses in Neighborhood Centers, District Centers, Employment Centers, and Corridors"*. Our project, as previously presented, supports this programming.

- e) Is this application consistent with the Countywide Planning Policies (CWPP), the comprehensive plans of neighboring jurisdictions, applicable capital facilities or special district plans, the Regional Transportation Improvement District, and official population growth forecasts? If inconsistent please describe the changed regional needs or priorities that justify such an amendment and provide supporting documents, reports or studies.

Though this project is a (minor) map amendment to the City of Spokane's future land use map and not directly related to the CWPP, the comprehensive plans of neighboring jurisdictions, capital facilities or special district plans, the Regional Transportation Improvement District, and official population growth forecasts, it does run with Policy #3 in *'Promotion of Contiguous and Orderly Development and Provision of Urban Services'*

*For Topic #3, Contiguous and Orderly Development and Provision of Urban Services:*

- *'The GMA establishes a goal of encouraging development in urban areas where adequate public facilities and services exist or can efficiently be provided. Growth planning must ensure that needed facilities and services are adequate to serve new development without decreasing current service levels below locally established minimum standards'. We meet this policy by continuing infill where commercial uses are currently located (infill, not sprawl).*
- *'The GMA requires that adequate urban governmental services and public facilities be available at the time growth occurs, commonly known as concurrency'. Utilities (both water and sewer mains, as well as electric) are available at the site, as well as other business uses currently in operation.*
- *To address the Policies under Topic #3 – in general, this areas is served by a fire district, municipal water and sewer, and is served by a Major Arterial. These policies are underscored by the proposed linkage of compatible uses, as well as by placing neighborhoods and corridors near commercial uses.*

LU 1.12 relates to *'Public Facilities and Services'* and is noted in the Comp Plan to *"ensure that public facilities and services systems are adequate to accommodate proposed development before permitting development to occur" – "Capital Facilities and Utilities, ensures that necessary public facilities and services are available at the time a development"*. Our parcels are adjacent to and surrounded by existing Commercial and Community Business zoning, and has the infrastructure available to assume the proposed zoning designation (commercial). It fits like a glove in both compatibility and best planning practices. As stated in question D, above, LU section 4.1 Land Use and Transportation development works in concert towards reducing sprawl, traffic congestion, and air pollution. In this goal, transportation *'must'* forecast future traffic capacity needs as the population grows. As Spokane's population increases, the gap between Airway Heights and West Spokane will become closer and denser (essentially bridged into one), with goods and services placed along Sunset HWY, at least in a perfect world... Which, is what this proposal aims at aligning with.

Sunset HWY is a designated tailor truck route with good access for commercial uses, with plans to improve sections on Sunset HWY in the 2023-2028 Six-Year Transportation Improvements Program. Our application doesn't propose increasing density, per say, but for background - according to US Census data, Spokane County's current population is approximately 560,000, and has grown by approximately 80,000 residents in the last decade. With the Seattle squeeze, and more people coming to Spokane

from the west side of the State, Spokane will continue to grow rapidly in the next ten years. According to the Spokane Journal, “projections imply a gain of 40,000 to 50,000 residents in the county by 2030. That addition is comparable to the populations of cities the size of Wenatchee and East Wenatchee combined in the next eight years.” This is only relevant in the fact that Sunset HWY will most likely continue to grow as a commercial corridor.

- f) Are there any infrastructure implications that will require financial commitments reflected in the Six-Year Capital Improvement Plan.

**Sunset HWY #0514 is slated for a scope of work to ‘remove and scarify existing road. Ties to CRP’ for the length of .11 mi in the ‘2023-2028 Six-Year Transportation Improvement Program 2023 Annual Construction Program’. We do not believe this would affect any aspect of our application; just a side note.**

- g) Will this proposal require an amendment to any supporting documents, such as development regulations, Capital Facilities Program, Shoreline Master Program, Downtown Plan, critical areas regulations, any neighborhood planning documents adopted after 2001, or the Parks Plan? If yes, please describe and reference the specific portion of the affected plan, policy or regulation.

**No. As we understand the process, our application would only require a comprehensive Plan Amendment to change to zoning form RSF to General Commercial (GC-70). It would not affect any master plan or capitol facilities plan, nor influence any critical areas.**

- h) If this proposal is to modify an Urban Growth Area (UGA) boundary, please provide a density and population growth trend analysis. Changes to the Urban Growth Area may occur only every five years and when the Board of County Commissioners (BOCC) reviews all UGA’s countywide.

**N/A; no proposed change to the UGA**

Map Change Proposals:

- a. Attach a map of the proposed amendment site/area, showing all parcel numbers.  
**See attached.**

What is the current land use designation?

**Residential Low**



# Notification Map Application

Rev.20180102

## DESCRIPTION OF PROPOSAL:

The current land use designation for parcels 25262.0505 and 25262.0108 is Residential Low (zoned RSF). We are requesting a Comprehensive Plan Amendment for the Land Use to become General Commercial, with the zoning designation to become GC-70

## ADDRESS SITE OF PROPOSAL: *(if not assigned yet, obtain address from Public Works before submitting application)*

1603 S BEMIS ST & 4302 W SUNSET BLVD

## APPLICANT

Name: Storhaug Engineering

Address: 510 E Third Ave

Email Address: clifton.trimble@storhaug.com Phone: 509-266-0029

## PROPERTY OWNER

Name: CV THE JAMES, LCC; Ted Chang

Address: 7683 SE 27th STE #297

Email Address: tchang@tolovanagroup.com Phone: 206-390-6113

## AGENT

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_



**ASSESSOR'S PARCEL NUMBERS:** 25262.0505 and 25262.0108

**LEGAL DESCRIPTION OF SITE:** GARDEN SPRINGS ADD LT 1-3 BLK 5 EXC HWY; TOG W  
S1/2 VAC BURCH ST N OF AND ADJ &  
GARDEN SPRINGS L22 EXC HWY; ALL L23-24 B5 TOG W/  
S1/2 OF VAC BURCH ST LYG N OF & ADJ TO SD LOT 24

**SIZE OF PROPERTY:** 25262.0505 = .42 acres & 25262.0108 = .41 acres

**LIST SPECIFIC PERMITS REQUESTED IN THIS APPLICATION:**

Comprehensive Plan designation approval as General Commercial.

**DOES OWNER/APPLICANT OWN PROPERTY ADJACENT TO SUBJECT PROPERTY?** If yes, provide all parcel numbers.

The owner has interest in the parcel to the immediate north and east of the subject parcel,  
known as parcel numbers 25262.0202 & 5262.0106 (in addition to the subject parcels).

I acknowledge, as a part of this application, that I am responsible for all notification requirements as described in SMC 17G.060. for public hearing and community meeting. Copies of these instructions are available from the Development Services Department or on [www.spokaneplanning.org](http://www.spokaneplanning.org).

**SUBMITTED BY:**

Applicant     Property Owner     Property Purchaser     Agent

# REZONE & COMPREHENSIVE PLAN LAND USE

Exhibit 5, File Z23-477COMP

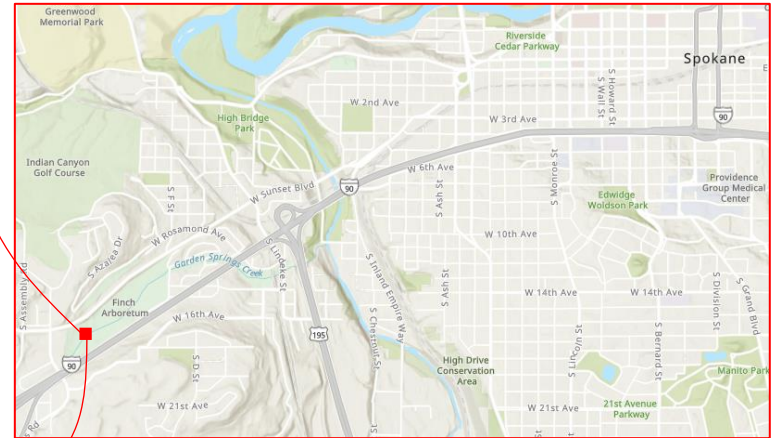
## EXISTING LAND USE: RESIDENTIAL LOW



### SUBJECT PARCELS

25262.0505 (.42 ACRES) & 25262.0108 (.41 ACRES)  
 (address: 1603 S BEMIS ST & 4302 W SUNSET BLVD)

### LOCATION MAP






## PROPOSED LAND USE: GENERAL COMMERCIAL



### LEGAL DESCRIPTION

GARDEN SPRINGS ADD LT 1-3  
 BLK 5 EXC HWY; TOG W S1/2 VAC  
 BURCH ST N OF AND ADJ & GARDEN  
 SPRINGS L22 EXC HWY; ALL L23-24 B5  
 TOG W/ OF VAC BURCH ST LYG N  
 OF & ADJ S1/2 TO SD LOT 24

-  OFFICE
-  RESIDENTIAL LOW
-  GENERAL COMMERCIAL

### OWNER

CV THE JAMES, LLC  
 7683 SE 27th STE #297  
 Mercer Island, WA. 98040

### APPLICANT

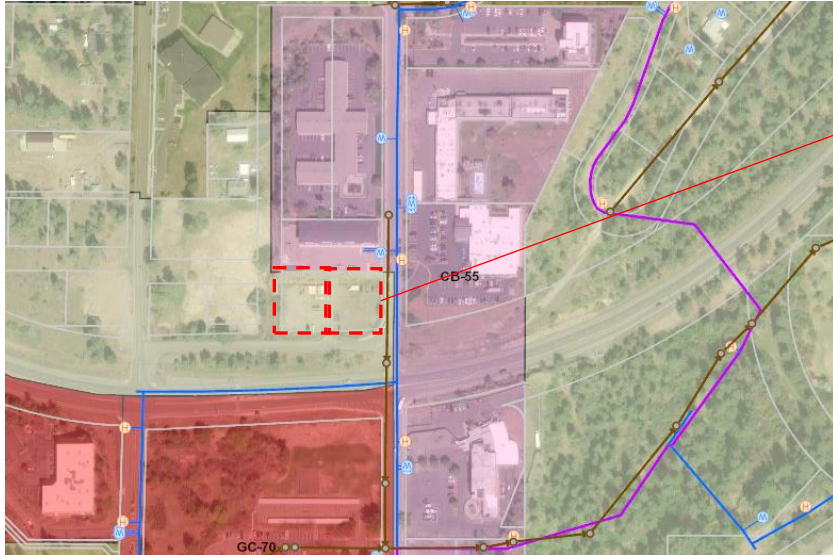
Storhaug Engineering  
 510 E 3rd Ave.  
 Spokane, WA. 99202  
 (509) 242-1000



# REZONE & COMPREHENSIVE PLAN AMENDMENT

Exhibit F File #23-177COMP

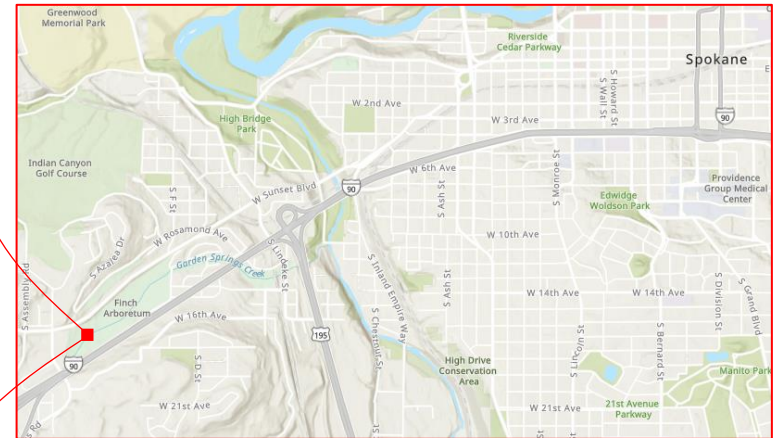
## EXISTING ZONING: RSF (RESIDENTIAL SINGLE FAMILY)



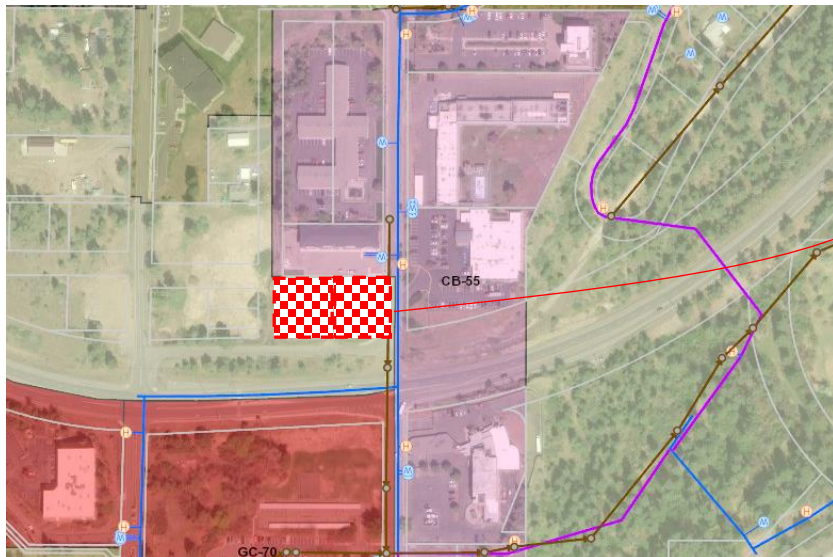
### SUBJECT PARCELS

25262.0505 (.42 ACRES) & 25262.0108 (.41 ACRES)  
 (address: 1603 S BEMIS ST & 4302 W SUNSET BLVD)

### LOCATION MAP



## PROPOSED ZONING: Commercial (GC-70)



### LEGAL DESCRIPTION

GARDEN SPRINGS ADD LT 1-3  
 BLK 5 EXC HWY; TOG W S1/2 VAC  
 BURCH ST N OF AND ADJ & GARDEN  
 SPRINGS L22 EXC HWY; ALL L23-24 B5  
 TOG W/ OF VAC BURCH ST LYQ N  
 OF & ADJ S1/2 TO SD LOT 24

-  **RSF**
-  **CB-55**
-  **GC-70**

### OWNER

CV THE JAMES, LLC  
 7683 SE 27th STE #297  
 Mercer Island, WA. 98040

### APPLICANT

Storhaug Engineering  
 510 E 3rd Ave.  
 Spokane, WA. 99202  
 (509) 242-1000



# RUSTLE ST. SURROUNDING AREA GRAPHIC





**From:** Clifton Trimble

**Sent:** Thursday, October 26, 2023 2:25 PM

**To:** 'pfbundy0@gmail.com' <pfbundy0@gmail.com>; 'mshkg@hotmail.com' <mshkg@hotmail.com>; mshkg@hotmail.com; derek.zandt@gmail.com

**Cc:** Jerry Storhaug <jerry.storhaug@storhaug.com>; Liam Taylor <liam.taylor@storhaug.com>; Freibott, Kevin <kfreibott@spokanecity.org>

**Subject:** 23-321 Rustle St Comp Plan Amendment

Dear West Hills Neighborhood Association,

My name is Clifton Trimble and I work for Storhaug Engineering. We are pursuing a comprehensive plan change on the attached parcels near Sunset HWY and Rustle St (maps attached) from Residential Low to Commercial. We believe this change in use will be more compatible with the surrounding parcels and those businesses in operation, as well as considering the parcel's proximity to Sunset HWY. I would be happy to meet and speak with you, if you would like, and will provide you with more information as we move forward in this process.

Feel free to call with any questions.

I look forward to speaking with you, soon.

Best,

**Clifton Trimble, Planner 3**



civil engineering | planning  
landscape architecture | surveying  
510 east third avenue | spokane, wa 99202  
office. 509.242.1000 | [www.storhaug.com](http://www.storhaug.com)  
direct. 509.266.0029





## A Note for Reviewers of this SEPA Checklist from City of Spokane Staff

As you consider the following checklist, please keep in mind that this proposal is a “non-project action” under the State Environmental Policy Act (SEPA). The proposal under consideration is a change only to the Land Use Plan Map of the Comprehensive Plan and the Zoning Map of Spokane. Accordingly, the proposal would amend the types of development expected and allowed on the subject parcels, but no actual physical improvements are under consideration at this time. The City expects that, if these proposals are approved, the property owners will come forward in the future for approval of building permits and other permits for physical changes to the site. However, no such permits have been requested by the applicants at this time and no approval for construction or physical changes to the site is under consideration by the City.

As such, when the applicant’s answers to the following checklist items mention physical improvements (e.g., the number of dwelling units to be constructed) reviewers should understand that these physical developments are not required or permitted by the proposal. Rather, future applications will be necessary before any physical changes occur to the site. Furthermore, requirements in place for construction permits, such as concurrency of services, stormwater controls, and any possible environmental surveys or analyses for that construction, will be analyzed and actions required before any construction or grading permits are issued, commensurate with the requirements of SEPA and the City’s Municipal Code.

For information on what could be permitted on the site, as opposed to the specifics the applicant may have provided in the following pages, reviewers are encouraged to review Title 17 of the Spokane Municipal Code for details as to what kinds of construction are permitted in the proposed zone, as well as any requirements for further analysis and consideration that must occur before any future permits for physical construction will be issued. Title 17 of the Spokane Municipal Code can be found at the following site:

<https://my.spokanecity.org/smc/>

**State Environmental Policy Act (SEPA)**  
**ENVIRONMENTAL CHECKLIST**  
File No. Z23-477COMP

**PLEASE READ CAREFULLY BEFORE COMPLETING THE CHECKLIST!**

**Purpose of Checklist:**

The State Environmental Policy Act (SEPA) chapter 43.21C RCW, requires all governmental agencies to consider the environmental impacts of a proposal before making decisions. An Environmental Impact Statement (EIS) must be prepared for all proposals with probable significant adverse impacts on the quality of the environment. The purpose of this checklist is to provide information to help you and the agency identify impacts from your proposal (and to reduce or avoid impacts from the proposal, if it can be done) and to help the agency decide whether an EIS is required.

**Instructions for Applicants:**

This environmental checklist asks you to describe some basic information about your proposal. Governmental agencies use this checklist to determine whether the environmental impacts of your proposal are significant, requiring preparation of an EIS. Answer the questions briefly, with the most precise information known, or give the best description you can.

You must answer each question accurately and carefully, to the best of your knowledge. In most cases, you should be able to answer the questions from your own observations or project plans without the need to hire experts. If you really do not know the answer, or if a question does not apply to your proposal, write "do not know" or "does not apply." Complete answers to the questions now may avoid unnecessary delays later.

Some questions ask about governmental regulations, such as zoning, shoreline, and landmark designations. Answer these questions if you can. If you have problems, the governmental agencies can assist you.

The checklist questions apply to all parts of your proposal, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

**Use of checklist for nonproject proposals:**

Complete this checklist for nonproject proposals, even though questions may be answered "*does not apply.*"

IN ADDITION, complete the SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS (Part D).

For nonproject actions, the references in the checklist to the words "project," "applicant," and "property or site" should be read as "proposal," "proposer," and "affected geographic area," respectively.

**A. BACKGROUND**

1. Name of proposed project: Bemis & Rustle Rezone / COMP Plan Amendment & Rezone
2. Applicant: Ted Change; CV the James / Storhaug Engineering
3. Address: 1603 S BEMIS ST & 4302 W SUNSET BLVD, Spokane, WA  
 City/State/Zip: Spokane, WA. 99224 Phone: 509-242-1000 (office)  
 Agent or Primary Contact: Clifton Trimble; Storhaug Engineering  
 Address: 510 E Third Ave  
 City/State/Zip: Spokane, WA. 99202 Phone: 509-266-0029 (direct)  
 Location of Project: Corner of Rustle & Sunset BLVD; 1603 S BEMIS ST & 4302 W SUNSET BLVD  
 Address: 1603 S BEMIS ST & 4302 W SUNSET BLVD, Spokane, WA  
 Section: 26 Quarter: NW Township: 25 Range: 42E  
 Tax Parcel Number(s) 25262.0505 & 25262.0108
4. Date checklist prepared: 3/21/2024
5. Agency requesting checklist: City of Spokane
6. Proposed timing or schedule (including phasing, if applicable): Rezone to be considered spring of 2024; if approved, future development/construction to be determined in terms of both scope and timeline.
7. a. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain. Not at this time; If Comp Plan Amendment and Rezone are approve, subsequent development will be reviewed under a seperate building permit process.
- b. Do you own or have options on land nearby or adjacent to this proposal? If yes, explain. CV The James also owns Parcel #25262.0106, addressed as 1503 S RUSTLE ST
8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal. None known. See attached exhibits for environmental information.



9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain. Rezoning/CPA application associated with this SEPA.

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10. List any government approvals or permits that will be needed for your proposal, if known. Building permit approvals subsequent to the rezoning application/approval. Project scope, TBD.

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11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. Comp Plan map amendment of parcels 25262.0505 & 25262.0108 from Residential Low to General Commercial; Zoning requested to change from R1 (Res Low) to General Commercial (GC-70). Subsequent development may be a +/- 32 unit multi-family development

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12. Location of the proposal: Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit application related to this checklist. 1603 S BEMIS ST & 4302 W SUNSET BLVD (parcels 25262.0505 & 25262.0108 )

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13. Does the proposed action lie within the Aquifer Sensitive Area (ASA)? The General Sewer Service Area? The Priority Sewer Service Area? The City of Spokane? (See: Spokane County's ASA Overlay Zone Atlas for boundaries.) Yes to all four.

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14. The following questions supplement Part A.

a. Critical Aquifer Recharge Area (CARA) / Aquifer Sensitive Area (ASA)

(1) Describe any systems, other than those designed for the disposal of sanitary waste installed for the purpose of discharging fluids below the ground surface (includes systems such as those for the disposal of stormwater or drainage from floor drains). Describe the type of system, the amount of material to be disposed of through the system and the types of material likely to be disposed of (including materials which may enter the system inadvertently through spills or as a result of firefighting activities). Sanitary sewer will be disposed of into the City of Spokane sewer system. Stormwater will most likely be managed on site via swales and dry wells.

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(2) Will any chemicals (especially organic solvents or petroleum fuels) be stored in aboveground or underground storage tanks? If so, what types and quantities of material will be stored? No.  
Not for this process.

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(3) What protective measures will be taken to insure that leaks or spills of any chemicals stored or used on site will not be allowed to percolate to groundwater. This includes measures to keep chemicals out of disposal systems. None. N/A.

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(4) Will any chemicals be stored, handled or used on the site in a location where a spill or leak will drain to surface or groundwater or to a stormwater disposal system discharging to surface or groundwater? No.

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b. Stormwater

(1) What are the depths on the site to groundwater and to bedrock (if known)? Not known.  
See details RE soils info in Exhibit A, attached.

(2) Will stormwater be discharged into the ground? If so, describe any potential impacts. Most likely,  
stormwater runoff from impervious surfaces (buildings, asphalt, pavement) will  
discharge into the ground via swales and drywells. An Erosion & Sediment Control  
(ESC) plan Will also be included in civil submittal, at the time of permitting for any development.

**B. ENVIRONMENTAL ELEMENTS**

**1. Earth**

a. General description of the site (check one):

- Flat    Rolling    Hilly    Steep slopes    Mountainous

Other: \_\_\_\_\_  
\_\_\_\_\_

b. What is the steepest slope on the site (approximate percent slope)? Very flat, less than an approx. 2 - 4%  
slope on site.

c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils. \_\_\_\_\_  
Please see attached Exhibit A:

Northstar-Rock outcrop-Rockly complex, 0 to 15 percent slopes on 0.1 acres; 6.4%; Urban land-Northstar,  
disturbed complex, 3 to 8 percent slopes, 1.3 acres, 93.6%. Totals for Area of Interest 1.4 100%

d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe. \_  
Not known. See Exhibit A for soils info. Site is also developed as a parking lot.

e. Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill: N/A. Specific quantities are unknown at this time. The final grading plans will meet all permitting requirements at the time of development.

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f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe. During and post construction erosion is expected. An ESC plan that meets City of Spokane standards will be submitted and approved prior to construction. All permitting will be approved prior to development by the City of Spokane.

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g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt, or buildings)? N/A for this process. Development design still pending. TBD in the future.

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h. Proposed measures to reduce or control erosion or other impacts to the earth, if any: An ESC plan that meets City of Spokane standards will be submitted and approved prior to construction.

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**2. Air**

a. What type of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known. Dust emissions, vehicle emissions, and odors will be typical during construction, if rezone if approved. Vehicle emissions and odors will be typical of development within that zoning district. Any future construction on the site will comply with Spokane Regional Clear Air Agency requirements.

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b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe. None that are known.

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- c. Proposed measures to reduce or control emissions or other impacts to air, if any: None proposed at this time. Any and all control measures requested by the city will be completed prior to construction, and followed per City standards.
- 
- 
- 

**3. Water**

a. SURFACE WATER:

- (1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into. No.
- 
- 
- 
- 

- (2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans. No.
- 
- 
- 
- 

- (3) Estimate the amount of fill and dredge material that would be placed in or removed from the surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material. None.
- 
- 
- 
- 

- (4) Will the proposal require surface water withdrawals or diversions? If yes, give general description, purpose, and approximate quantities if known. No.
- 
- 
- 
-

(5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan. No.  
Per the attached Exhibit B, FIRMETTE, the site is not in any flood zone.

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(6) Does the proposal involve any discharge of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge. No.

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b. GROUNDWATER:

(1) Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known. No.

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(2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals...; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve. None. The project will be served by City sewer and water, and no storage of hazardous materials are proposed.

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c. WATER RUNOFF (INCLUDING STORMWATER):

(1) Describe the source of runoff (including stormwater) and method of collection and disposal if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe. Stormwater runoff from impervious surfaces (buildings, asphalt, pavement) will most likely be discharge into the ground via swales and drywells, and/or other infiltration galleries at the time of development.

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(2) Could waste materials enter ground or surface waters? If so, generally describe. No, not expected - no waste materials are proposed to be stored on site, and the project will connect to city sewer.

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(3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe. Not anticipated. Drainage will be designed and approved prior to permitting meeting all City requirements prior to development. Final design will be submitted and approved prior to permitting and construction, meeting all City requirements prior to development.

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d. PROPOSED MEASURES to reduce or control surface, ground, and runoff water, and drainage patten impacts, if any. A drainage report/plan, and an ESC plan will be submitted to the City at the time of permitting. Erosion and stormwater will be controlled in accordance with applicable regulations at that time.

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**4. Plants**

a. Check the type of vegetation found on the site:

Deciduous tree:  alder  maple  aspen

Other: None on site - site is a parking lot/paved. no vegetation

Evergreen tree:  fir  cedar  pine

Other: None on site

Shrubs  Grass  Pasture  Crop or grain

Orchards, vineyards or other permanent crops

Wet soil plants:  cattail  buttercup  bullrush  skunk cabbage

Other: \_\_\_\_\_

Water plants:  water lily  eelgrass  milfoil

Other: \_\_\_\_\_

Other types of vegetation: \_\_\_\_\_

b. What kind and amount of vegetation will be removed or altered? None. N/A. None exist on site.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

c. List threatened and endangered species known to be on or near the site. Exhibit C is a PHS (Priority Habitat Species) report, which lists 'occurrence' names and habit information. See attached.

Occurrences include Townsend's Big-eared Bat, Big brown bat, Northwest white-tailed deer, Mule deer, and moose.

\_\_\_\_\_

d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any: N/A, site is broken asphalt. Landscaping will conform to zoning at the time of development.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



e. List all noxious weeds and invasive species known to be on or near the site. None known.  
See exhibit C (PHS Report).  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**5. Animals**

a. Check and List any birds and other animals which have been observed on or near the site or are known to be on or near the site:

Birds:  hawk    heron    eagle    songbirds

Other: \_\_\_\_\_

Mammals:  deer    bear    elk    beaver

Other: \_\_\_\_\_

Fish:  bass    salmon    trout    herring    shellfish

Other: \_\_\_\_\_

Other (not listed in above categories): \_\_\_\_\_  
\_\_\_\_\_

b. List any threatened or endangered animal species known to be on or near the site.  
None known. See exhibit C PHS (Priority Habitat Species) report, which lists 'occurrence' names and habit information.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

c. Is the site part of a migration route? If so, explain. Not known.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

d. Proposed measures to preserve or enhance wildlife, if any: None. N/A.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

e. List any invasive animal species known to be on or near the site. None known. See exhibit C.

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**6. Energy and natural resources**

a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc. Future development may use electricity for lighting, cooking, mechanical operation, heating, and cooling. Natural gas may also be used for heating and cooking.

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b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe. Not anticipated.

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c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any: Future development will comply with applicable energy codes and regulations.

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**7. Environmental health**

a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste that could occur as a result of this proposal? If so, describe. No.

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(1) Describe any known or possible contamination at the site from present or past uses. None  
known.

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(2) Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity. None known.

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(3) Describe any toxic or hazardous chemicals/conditions that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project. None.

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(4) Describe special emergency services that might be required. Emergency services such as ambulance, fire, police, may be needed for the future development.

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(5) Proposed measures to reduce or control environmental health hazards, if any:  
Future development will comply with applicable regulations.

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b. NOISE:

(1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)? Noise from traffic and emergency services will be present but will not impact the project.

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(2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site. Short-term noise associated with construction activities will be mitigated by applicable noise ordinance that regulates the hours of operation to daytime. Long-term noise generated is anticipated by future traffic associated with development subsequent to the zone change, which will be mitigated by applicable noise ordinances.

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(3) Proposed measure to reduce or control noise impacts, if any: Future development is to comply with applicable noise ordinance requirements.

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**8. Land and shoreline use**

a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe. The parcels are currently vacant with broken asphalt (abandoned parking lot). To the north is a multifamily development, as well as a motel - to the north of that is multifamily development. Accross the street to the east is a photography studio. To the south, across Sunset BLVD, is another motel.

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b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use? No.

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1) Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how: No.

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c. Describe any structures on the site. None.

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d. Will any structures be demolished? If so, which? None.

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e. What is the current zoning classification of the site? R1(Res Low)

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f. What is the current comprehensive plan designation of the site? Residential Low

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g. If applicable, what is the current shoreline master program designation of the site? N/A

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h. Has any part of the site been classified as a critical area by the city or the county? If so, specify. Not that we can find.

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i. Approximately how many people would reside or work in the completed project? None for this non project action. Could be up to 32 units, IF a multi-family project is done. TBD.

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j. Approximately how many people would the completed project displace? None.

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k. Proposed measures to avoid or reduce displacement impacts, if any: None at this time. N/A.

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l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any: Compliance with the goals and policies with the City's Comprehensive Plan, as well as existing surrounding zoning.

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m. Proposed measures to ensure the proposal is compatible with nearby agricultural and forest lands of long-term commercial significance, if any: Not applicable as no such resources are located on or nearby the site.

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**9. Housing**

a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing. Unknown. TBD. MAY be approx 32 dwelling units at the time of development.

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b. Approximately how many units, if any, would be eliminated? Indicate whether high-, middle- or low-income housing. 0

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c. Proposed measures to reduce or control housing impacts, if any: None.

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**10. Aesthetics**

a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed? Any final design for the future use will meet all zoning performance standards at the time of final permitting.

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b. What views in the immediate vicinity would be altered or obstructed? Typical view obstructions as a result of vertical construction as allowed by zoning/building code should be anticipate.

No specific landmarks or view-sheds would be eclipsed as a result of this proposal.

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c. Proposed measures to reduce or control aesthetic impacts, if any: None.

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**13. Historic and cultural preservation**

a. Are there any buildings, structures, or sites, located on or near the sited that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers located on or near the site? If so, specifically describe. No.

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b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources. Unknown at this time. None shown on mapping.

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c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archaeology and historic preservation, archaeological surveys, historic maps, GIS data, etc. Via this process the Tribes and SHPO will be solicited for a response as to if archaeological or historic artifacts or patterns are present, or if further review is required. If artifacts are found during any part of construction, work will stop and the appropriate historical preservation office will be contacted. The extent of these measures will be determined by this SEPA.

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d. Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required N/A. None - the project is over broken asphalt. Nothing affected.

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**14. Transportation**

a. Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any. Vehicles will access via W sunset BLVD, onto Rustle St (or Bemis).

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b. Is site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop The closest bus stops are one block away on Sunset @ Sunset / Rustle Stop ID: 2531 & Sunset @ Rustle Stop ID: 2643

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c. Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private). \_\_\_\_\_

Any improvements associated with the surrounding road network will be assessed by the City Public Works Dept. All mitigative measures for local safety, circulation, and functionality will be met at the time of permitting, or as a condition of the rezone.

d. Will the project or proposal use (or occur in the immediate vicinity of) water, rail or air transportation? If so, generally describe. \_\_\_\_\_

No.

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f. How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and non-passenger vehicles). What data or transportation models were used to make these estimates? Per the Institute of Transportation Engineers, "Trip Generation", 11th Edition, 2022, based on 32 units (projection), under land use 220 - Multifamily Housing (Low-rise) the projected weekday Ave Rate is: 216 (Total), 108 (Entry), 108 (Exit), AM Peak hour would be: 13 (Total), 3 (Entry), 10 (Exit) and the PM peak our would be Ave Rate would generate 17 (Total), 11 (Entry), 6 (Exit)

*(Note: to assist in review and if known, indicate vehicle trips during PM peak, AM Peak, and Weekday (24 hours).)*

g. Will the proposal interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, general describe. No.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

h. Proposed measures to reduce or control transportation impacts, if any: None anticipated, for this process. However, traffic mitigation measures determined appropriate by the public works department will be complied with at the time of permitting. See above for PROJECTED trips on site.

\_\_\_\_\_

**15. Public services**

a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe. The project will most likely result in an incremental increase in the need for public services, depending on the chosen scope of development. Impacts are anticipated to be partially offset by tax revenues generated by the project. ROW improvements will be met at the time of permitting.

b. Proposed measures to reduce or control direct impacts on public services, if any: The project will comply with applicable regulations to reduce or control impacts to public services.

\_\_\_\_\_  
\_\_\_\_\_

**16. Utilities**

a. Check utilities currently available at the site:

electricity

natural gas

water

refuse service

telephone

sanitary sewer

septic system

Other: \_\_\_\_\_  
\_\_\_\_\_

b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed: \_\_\_\_\_

Electricity and Natural Gas: Avista. Sewer, Water, and Refuse: City of Spokane. Telephone:  
Xfinity/Lumen.  
\_\_\_\_\_  
\_\_\_\_\_

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**C. SIGNATURE**

I, the undersigned, swear under penalty of perjury that the above responses are made truthfully and to the best of my knowledge. I also understand that, should there be any willful misrepresentation or willful lack of full disclosure on my part, the agency must withdraw any determination of Nonsignificance that it might issue in reliance upon this checklist.

Date: 4-8-2024 Signature: Clifton Trimble Digitally signed by Clifton Trimble  
Date: 2024.04.08 10:31:39 -07'00'

**Please Print or Type:**

Proponent: Clifton Trimble Address: 510 E Third Ave  
Phone: 509-266-0029 Spokane, WA. 99202

Person completing form (if different from proponent): \_\_\_\_\_

Phone: \_\_\_\_\_ Address: \_\_\_\_\_  
\_\_\_\_\_

<p><b>FOR STAFF USE ONLY</b></p> <p>Staff member(s) reviewing checklist: <u>Kevin Freibott, Senior Planner</u></p> <p>Based on this staff review of the environmental checklist and other pertinent information, the staff concludes that:</p> <p><input checked="" type="checkbox"/> A. there are no probable significant adverse impacts and recommends a Determination of Nonsignificance.</p> <p><input type="checkbox"/> B. probable significant adverse environmental impacts do exist for the current proposal and recommends a Mitigated Determination of Nonsignificance with conditions.</p> <p><input type="checkbox"/> C. there are probable significant adverse environmental impacts and recommends a Determination of Significance.</p>
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**D. SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS**

***(Do not use this sheet for project actions)***

Because these questions are very general, it may be helpful to read them in conjunction with the list of elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise? It is anticipated that storm-water and emissions will be consistent with typical commercial development over the parcels. All development will meet City Code at the time of permitting. And, all storm-water will be managed on site to BMP's, per City code.

Proposed measures to avoid or reduce such increases are: An erosion and sediment control plan will be submitted at the time of permitting. And, all other requirements requested by public works and city planning and building departments will be met at the time of permitting.

2. How would the proposal be likely to affect plants, animals, fish or marine life? Most likely will not affect any wildlife or vegetation, as the area is capped by broken asphalt.

Proposed measures to protect or conserve plants, animals, fish or marine life are: N/A. Is covered in asphalt.

3. How would the proposal be likely to deplete energy or natural resources? Upon build out, the project would comply with all state and local requirements, as well as City Land Dev. Code requirements

Proposed measures to protect or conserve energy and natural resources are: Per above, will be contemplated at the time of building permits.

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection, such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, flood plains or prime farmlands? The land action is not anticipated to affect any sensitive areas or ecosystems.

See the attached exhibits A, B, and C for a printout/reference of those items and resources.

Proposed measures to protect such resources or to avoid or reduce impacts are: \_\_\_\_\_

Compliance with all permitting and Land Development Code regulations at the time of permitting development; compliance with all agency comments and conditions, etc.

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans? The site is not within any shoreline jurisdictional area. Regarding land use, the the project vicinity is already identified for urban scale development by the comprehensive plan. While the proposal might increase...

Proposed measures to avoid or reduce shoreline and land use impacts are: Will comply will all applicable local and state requirements.

6. How would the proposal be likely to increase demands on transportation or public services and utilities? Any 'General Commercial' development in the future would have somewhat of an increase in traffic. Per this process, traffic impacts and mitigation will be solicited to the appropriate transportation departments and engineers by the City for comments.

Proposed measures to reduce or respond to such demand(s) are: \_\_\_\_\_  
Compliance with traffic mitigation measures, as determined by WSDOT and/or the City.

7. Identify, if possible, whether the proposal may conflict with local, state or federal laws or requirements for the protection of the environment. Unknown, however not anticipated.  
In addition, all state and federal regulations will be complied with at the time of permitting, and via this process.

*#5 Continued:* the overall scale and intensity of development on the site, such development would be consistent with existing development to the north and south of the site.

Evaluation for  
Agency Use Only

C. SIGNATURE

I, the undersigned, swear under penalty of perjury that the above responses are made truthfully and to the best of my knowledge. I also understand that, should there be any willful misrepresentation or willful lack of full disclosure on my part, the *agency* may withdraw any Determination of Nonsignificance that it might issue in reliance upon this checklist.

Date: 4-8-2024 Signature: Clifton Trimble Digitally signed by Clifton Trimble  
Date: 2024.04.08 10:35:40 -07'00'

**Please Print or Type:**

Proponent: Clifton Trimble Address: 510 E Third Ave

Phone: 509-266-0029 Spokane, WA. 99202

Person completing form (if different from proponent): \_\_\_\_\_

Phone: \_\_\_\_\_ Address: \_\_\_\_\_

**FOR STAFF USE ONLY**

Staff member(s) reviewing checklist: Kevin Freibott, Senior Planner

Based on this staff review of the environmental checklist and other pertinent information, the staff concludes that:

- A.  there are no probable significant adverse impacts and recommends a Determination of Nonsignificance.
- B.  probable significant adverse impacts do exist for the current proposal and recommends a Mitigated Determination of Nonsignificance with conditions.
- C.  there are probable significant adverse environmental impacts and recommends a Determination of Significance.



# EXHIBIT A

Soil Map—Spokane County, Washington  
(Soil Map (Exhibit A))

117° 28' 28" W 46° 38' 28" N 46° 38' 25" N 117° 28' 22" W



Soil Map may not be valid at this scale.

Map Scale: 1:521 if printed on A landscape (11" x 8.5") sheet.



Map projection: Web Mercator Corner coordinates: WGS84 Edge tics: UTM Zone 11N WGS84

## MAP LEGEND

**Area of Interest (AOI)**

- Area of Interest (AOI)

**Soils**

- Soil Map Unit Polygons
- Soil Map Unit Lines
- Soil Map Unit Points

**Special Point Features**

- Blowout
- Borrow Pit
- Clay Spot
- Closed Depression
- Gravel Pit
- Gravelly Spot
- Landfill
- Lava Flow
- Marsh or swamp
- Mine or Quarry
- Miscellaneous Water
- Perennial Water
- Rock Outcrop
- Saline Spot
- Sandy Spot
- Severely Eroded Spot
- Sinkhole
- Slide or Slip
- Sodic Spot

- Spoil Area
- Stony Spot
- Very Stony Spot
- Wet Spot
- Other
- Special Line Features

**Water Features**

- Streams and Canals

**Transportation**

- Rails
- Interstate Highways
- US Routes
- Major Roads
- Local Roads

**Background**

- Aerial Photography

## MAP INFORMATION

The soil surveys that comprise your AOI were mapped at 1:24,000.

**Warning:** Soil Map may not be valid at this scale.  
Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Please rely on the bar scale on each map sheet for map measurements.

Source of Map: Natural Resources Conservation Service  
Web Soil Survey URL:  
Coordinate System: Web Mercator (EPSG:3857)

Maps from the Web Soil Survey are based on the Web Mercator projection, which preserves direction and shape but distorts distance and area. A projection that preserves area, such as the Albers equal-area conic projection, should be used if more accurate calculations of distance or area are required.

This product is generated from the USDA-NRCS certified data as of the version date(s) listed below.

Soil Survey Area: Spokane County, Washington  
Survey Area Data: Version 15, Aug 28, 2023

Soil map units are labeled (as space allows) for map scales 1:50,000 or larger.

Date(s) aerial images were photographed: May 9, 2022—Aug 15, 2022

The orthophoto or other base map on which the soil lines were compiled and digitized probably differs from the background imagery displayed on these maps. As a result, some minor shifting of map unit boundaries may be evident.

## Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
3117	Northstar-Rock outcrop-Rockly complex, 0 to 15 percent slopes	0.1	6.4%
7131	Urban land-Northstar, disturbed complex, 3 to 8 percent slopes	1.3	93.6%
<b>Totals for Area of Interest</b>		<b>1.4</b>	<b>100.0%</b>



# National Flood Hazard Layer FIRMette

# EXHIBIT B

117°28'44"W 47°38'39"N



117°28'77"W 47°38'15"N

Basemap Imagery Source: USGS National Map 2023

## Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

### SPECIAL FLOOD HAZARD AREAS



Without Base Flood Elevation (BFE)  
Zone A, V, A99  
With BFE or Depth Zone AE, AO, AH, VE, AR  
Regulatory Floodway

### OTHER AREAS OF FLOOD HAZARD



0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X  
Future Conditions 1% Annual Chance Flood Hazard Zone X  
Area with Reduced Flood Risk due to Levee. See Notes. Zone X  
Area with Flood Risk due to Levee Zone D

### OTHER AREAS



NO SCREEN  
Effective LOMRS

### GENERAL STRUCTURES



Channel, Culvert, or Storm Sewer  
Levee, Dike, or Floodwall

### OTHER FEATURES



Cross Sections with 1% Annual Chance Water Surface Elevation  
Coastal Transect  
Base Flood Elevation Line (BFE)  
Limit of Study  
Jurisdiction Boundary  
Coastal Transect Baseline  
Profile Baseline  
Hydrographic Feature

### MAP PANELS



Digital Data Available  
No Digital Data Available  
Unmapped



The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 3/21/2024 at 7:40 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.

Exhibit G, File Z23-477COMP

# EXHIBIT C



## Priority Habitats and Species on the Web

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**Report Date: 03/21/2024**

**PHS Species/Habitats Overview:**

Occurrence Name	Federal Status		State Status		Sensitive Location	
Moose	N/A		N/A		No	
Mule deer	N/A		N/A		No	
Northwest white-tailed deer	N/A		N/A		No	
Big brown bat	N/A		N/A		Yes	
Townsend's Big-eared Bat	N/A		Candidate		Yes	

**PHS Species/Habitats Details:**

Moose	
Scientific Name	<i>Alces alces</i>
Priority Area	Regular Concentration
Site Name	SUNSET TOWER
Notes	MOOSE REGULAR CONCENTRATION. CALVING AREA. CONCENTRATIONS IN SUMMER AND FALL.
Source Record	913960
Source Dataset	PHSREGION
Source Name	MYERS, WOODY
Source Entity	WA Dept. of Fish and Wildlife
Federal Status	N/A
State Status	N/A
PHS Listing Status	PHS LISTED OCCURRENCE
Sensitive	N
SGCN	N
Display Resolution	AS MAPPED
ManagementRecommendations	<a href="http://wdfw.wa.gov/wlm/living/moose.htm">http://wdfw.wa.gov/wlm/living/moose.htm</a>
Geometry Type	Polygons



Mule deer	
Scientific Name	<i>Odocoileus hemionus hemionus</i>
Priority Area	Regular Concentration
Site Name	LINCOLN-SPOKANE MULE DEER HERD
Accuracy	1/4 mile (Quarter Section)
Notes	REGULAR CONCENTRATION IN WINTER TIME IN AREAS OF SHRUB. DEER ARE CONCENTRATED ON THE EDGE OF AG IN SHRUBS AND SPARCER TREED HABITAT. SOUTHERN EDGE OF LAKEROOSEVELT AND LAKE SPOKANE. MORE COMMONLY UTILIZING WINTER WHEAT AREAS.
Source Record	920012
Source Dataset	PHSREGION
Source Name	ATAMIAN, MIKE
Source Entity	WA Dept. of Fish and Wildlife
Federal Status	N/A
State Status	N/A
PHS Listing Status	PHS LISTED OCCURRENCE
Sensitive	N
SGCN	N
Display Resolution	AS MAPPED
Management Recommendations	<a href="http://wdfw.wa.gov/publications/pub.php?id=00612">http://wdfw.wa.gov/publications/pub.php?id=00612</a>
Geometry Type	Polygons

Northwest white-tailed deer	
Scientific Name	<i>Odocoileus virginianus ochrourus</i>
Priority Area	Regular Concentration
Site Name	LAKE ROOSEVELT WHITE -TAILED WINTER RANGE
Accuracy	1/4 mile (Quarter Section)
Notes	WINTER RANGE CONCENTRATIONS OF WHITE-TAILED DEER ALONG THE SOUTHERN SHORELINE OF LAKE ROOSEVELT AND LAKE SPOKANE. UTILIZING RIPARIAN AND WOODED AREAS NEXT TO AG LANDS.
Source Record	920017
Source Dataset	PHSREGION
Source Name	ATAMIAN, MIKE
Source Entity	WA Dept. of Fish and Wildlife
Federal Status	N/A
State Status	N/A
PHS Listing Status	PHS LISTED OCCURRENCE
Sensitive	N
SGCN	N
Display Resolution	AS MAPPED
Management Recommendations	<a href="http://wdfw.wa.gov/publications/pub.php?id=00612">http://wdfw.wa.gov/publications/pub.php?id=00612</a>
Geometry Type	Polygons

Big brown bat	
Scientific Name	<i>Eptesicus fuscus</i>
Notes	This polygon mask represents one or more records of the above species or habitat occurrence. Contact PHS Data Release at <a href="mailto:phsproducts@dfw.wa.gov">phsproducts@dfw.wa.gov</a> for obtaining information about masked sensitive species and habitats.
PHS Listing Status	PHS Listed Occurrence
Sensitive	Y
Display Resolution	TOWNSHIP
ManagementRecommendations	<a href="http://wdfw.wa.gov/publications/pub.php?id=00605">http://wdfw.wa.gov/publications/pub.php?id=00605</a>

Townsend's Big-eared Bat	
Scientific Name	<i>Corynorhinus townsendii</i>
Notes	This polygon mask represents one or more records of the above species or habitat occurrence. Contact PHS Data Release at <a href="mailto:phsproducts@dfw.wa.gov">phsproducts@dfw.wa.gov</a> for obtaining information about masked sensitive species and habitats.
State Status	Candidate
PHS Listing Status	PHS Listed Occurrence
Sensitive	Y
SGCN	Y
Display Resolution	TOWNSHIP
ManagementRecommendations	<a href="http://wdfw.wa.gov/publications/pub.php?id=00027">http://wdfw.wa.gov/publications/pub.php?id=00027</a>

DISCLAIMER. This report includes information that the Washington Department of Fish and Wildlife (WDFW) maintains in a central computer database. It is not an attempt to provide you with an official agency response as to the impacts of your project on fish and wildlife. This information only documents the location of fish and wildlife resources to the best of our knowledge. It is not a complete inventory and it is important to note that fish and wildlife resources may occur in areas not currently known to WDFW biologists, or in areas for which comprehensive surveys have not been conducted. Site specific surveys are frequently necessary to rule out the presence of priority resources. Locations of fish and wildlife resources are subject to variation caused by disturbance, changes in season and weather, and other factors. WDFW does not recommend using reports more than six months old.

**NONPROJECT DETERMINATION OF NONSIGNIFICANCE**

**PROJECT:** File Z23-477COMP Bemis & Rustle Comprehensive Plan Amendment

**PROPONENT:** CV the James LLC

**DESCRIPTION OF PROPOSAL:** An amendment to the Land Use Plan Map (LU-1) of the Comprehensive Plan and attendant changes to the Official Zoning Map of the City of Spokane for 0.84 acres in the West Hills Neighborhood.

**LOCATION OF PROPOSAL, INCLUDING STREET ADDRESS, IF ANY:** Northwest of the intersection of S Rustle Street and W Burch St.

**LEAD AGENCY:** City of Spokane

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

- There is no comment period for this DNS.
- This DNS is issued after using the optional DNS process in section WAC 197-11-355. There is no further comment period on the DNS.
- This DNS is issued under WAC 197-11-340(2); the lead agency will not act on this proposal for at least 14 days from the date of issuance (below). Comments regarding this DNS must be submitted no later than 5 p.m. on October 8, 2024 if they are intended to alter the DNS.

\*\*\*\*\*

**Responsible Official:** Spencer Gardner

**Position/Title:** Director, Planning Services **Phone:** (509) 625-6500

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

**Date Issued:** Sept 16, 2024 **Signature:**  \_\_\_\_\_

\*\*\*\*\*

Whitmarsh, Brandon

---

**From:** Development Review <developmentreview@spokanetransit.com>  
**Sent:** Friday, May 17, 2024 12:42 PM  
**To:** Planning & Development Services Comp Plan  
**Subject:** RE: Request for Comments for Z23-477COMP (Rustle and Bemis) - Comments DUE May 21, 2024

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Good afternoon,

Thank you for taking the time to receive and record this comment for Z23-477COMP (Rustle and Bemis) from Spokane Transit Authority (STA). STA is supportive of the City's efforts to rezone land near transit service that adds more residential density. Denser, multi-family housing development generally supports increased transit ridership.

Additionally, STA has identified this section of Sunset Highway as a future High-Performance Transit (HPT) corridor. HPT investments support additional ridership by adding stop amenities and providing higher quality transit service (generally more frequent service with a longer span) in areas that warrant it.

Please coordinate any future construction at these sites with STA, as construction can impact our ability to operate safely there.

Please let me know if you have any questions or concerns, and thank you for working closely with STA.

Thanks,

**Randy Brown**

**Associate Transit Planner**

Office: (509) 344-2618

Email: [RBrown@spokanetransit.com](mailto:RBrown@spokanetransit.com)

[spokanetransit.com](http://spokanetransit.com)

[Sign up](#) for regular STA text and email updates

We are hiring - [Drive your career](#) at STA!





**Spokane Tribe of Indians**  
**Tribal Historic Preservation Office**  
P.O. Box 100 Wellpinit WA 99040

May 13, 2023

**To:** Ryan Benzie, Planner

**RE:** File Z23-477comp

Mr. Benzie,

Thank you for contacting the Tribe's Historic Preservation Office. We appreciate the opportunity to provide a cultural consult for your project, the intent of this process is to preserve and protect all cultural resources whenever protection is feasible.

In response we concur with recommendations made that the city is requesting "*residential low to general commercial and concurrent change of zoning from R1 to general commercial - 70*" at this time I have no concern on code change, however if any ground disturbing activity there will be more consultation needed to complete this project.

However, if any artifacts or human remains are found upon inadvertent discovery, this office should be immediately notified and the work in the immediate area cease.

Should additional information become available or scope of work change our assessment may be revised.

Our tribe considers this a positive action that will assist us in protecting our shared heritage.

If question arise, contact my office at (509) 258 – 4222.

Sincerely,

Randy Abrahamson  
Tribal Historic Preservation Officer.  
Spokane Tribe of Indians

**Whitmarsh, Brandon**

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**From:** Note, Inga  
**Sent:** Tuesday, May 7, 2024 4:38 PM  
**To:** Planning & Development Services Comp Plan  
**Subject:** RE: Request for Comments for Z23-477COMP (Rustle and Bemis) - Comments DUE May 21, 2024

No concerns on this one.

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**From:** Benzie, Ryan <rbenzie@spokanecity.org>  
**Sent:** Tuesday, May 7, 2024 3:32 PM  
**Subject:** Request for Comments for Z23-477COMP (Rustle and Bemis) - Comments DUE May 21, 2024

Good afternoon,

Please see the attached request for comments, SEPA checklist, and associated documents for the following project:

**Project Name:** Z23-477COMP (Rustle and Bemis)  
**Location:** W Burch St between S Bemis St and S Rustle St; NW 1/4, Section 26, Township 25N, Range 42E

Please direct any comments or questions to [compplan@spokanecity.org](mailto:compplan@spokanecity.org) by **May 21, 2024 at 5 PM.**

Thank you,



**Ryan Benzie** | Clerk III | Planning & Economic Development  
509.625.6863 | [my.spokanecity.org](http://my.spokanecity.org)



**Agenda Sheet for City Council:****Committee:** Urban Experience **Date:** 11/11/2024**Committee Agenda type:** Consent**Date Rec'd** 11/13/2024**Clerk's File #** ORD C36612**Cross Ref #****Project #****Council Meeting Date:** 11/25/2024**Submitting Dept** PLANNING & ECONOMIC**Bid #****Contact Name/Phone** KEVIN (509) 625 - 6184**Requisition #****Contact E-Mail** KFREIBOTT@SPOKANECITY.ORG**Agenda Item Type** First Reading Ordinance**Council Sponsor(s)** ZZAPPONE JBINGLE KKLITZKE**Agenda Item Name** 0650 - Z23-478COMP – ASSEMBLY & BEMIS – COMPREHENSIVE PLAN**Agenda Wording**

Proposal Z23-478COMP seeks to amend the Land Use Plan Map and Zoning Map for 5.2 acres in the West Hills Neighborhood. This proposal is being considered as part of the Annual Comprehensive Plan Amendment Work Program.

**Summary (Background)**

The proposal concerns parcels 25236.0305, 25236.0401 thru .0403, 25236.0405, 25271.0408, 25271.0501, 25271.0502, 25271.0504, 25262.0311 and 25262.0312, 25271.0403 thru .0407, and a portion of parcel 25236.0057 in the West Hills Neighborhood. Application Z23-478COMP seeks to amend the Comprehensive Plan Land Use Plan Map from "Residential Low" to "General Commercial" and "Office" and amend the Zoning Map from "R1" to "General Commercial, 75-foot height limit (GC-75)" and

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost \$

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

Processing of Comprehensive Plan Amendments utilizes existing staff time and resources. No additional costs are associated with the adoption of this proposal.

**Amount****Budget Account**

Neutral \$ #

Select \$ #

Select \$ #

Select \$ #

Select \$ #

Select \$ #





# Continuation of Wording, Summary, Approvals, and Distribution

## Agenda Wording

## Summary (Background)

"Office Retail, 55-foot height limit (OR-55)." This Application is being considered concurrently with five others through the annual Comprehensive Plan Amendment cycle as required by the Growth Management Act. The application has fulfilled public participation and notification requirements. The Plan Commission held a Public Hearing on October 9, 2024, to consider this Application and recommended approval of the proposal.

### **Approvals**

<b><u>Dept Head</u></b>	GARDNER, SPENCER
<b><u>Division Director</u></b>	GARDNER, SPENCER
<b><u>Accounting Manager</u></b>	ORLOB, KIMBERLY
<b><u>Legal</u></b>	KAPAUN, MEGAN
<b><u>For the Mayor</u></b>	PICCOLO, MIKE

### **Additional Approvals**


### **Distribution List**

	Kfreibott@spokanecity.org
bwhitmarsh@spokanecity.org	eking@spokanecity.org
sgardner@spokanecity.org	smacdonald@spokanecity.org

## Committee Agenda Sheet

### Urban Experience Committee

<b>Committee Date</b>	November 11, 2024
<b>Submitting Department</b>	Planning & Economic Development
<b>Contact Name</b>	Kevin Freibott
<b>Contact Email &amp; Phone</b>	<a href="mailto:kfreibott@spokanecity.org">kfreibott@spokanecity.org</a> , (509) 625 - 6184
<b>Council Sponsor(s)</b>	<u>CM Zack Zappone, CM Jonathan Bingle, and CM Kitty Klitzke</u>
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Z23-478COMP – Assembly & Bemis – Comprehensive Plan Amendment
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>The proposal concerns parcels 25236.0305, 25236.0401 thru .0403, 25236.0405, 25271.0408, 25271.0501, 25271.0502, 25271.0504, 25262.0311 and 25262.0312, 25271.0403 thru .0407, and a portion of parcel 25236.0057 in the West Hills Neighborhood.</p> <p>Application Z23-478COMP seeks to amend the Comprehensive Plan Land Use Plan Map from “Residential Low” to “General Commercial” and “Office” and amend the Zoning Map from “R1” to “General Commercial, 75-foot height limit (GC-75)” and “Office Retail, 55-foot height limit (OR-55).”</p> <p>This Application is being considered concurrently with five others through the annual Comprehensive Plan Amendment cycle as required by the Growth Management Act. The application has fulfilled public participation and notification requirements. The Plan Commission held a Public Hearing on October 9, 2024, to consider this Application and recommended approval of the proposal.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A</p> <p>Total Cost: <u>Click or tap here to enter text.</u></p> <p>    Current year cost:</p> <p>    Subsequent year(s) cost:</p> <p><b>Narrative:</b> <u>Processing of Comprehensive Plan Amendments utilizes existing staff time and resources. No additional costs are associated with the adoption of this proposal.</u></p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Specify funding source: Select Funding Source*</p> <p>Is this funding source sustainable for future years, months, etc? <u>Click or tap here to enter text.</u></p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?	

The is a private proposal to amend the land use and zoning map and is not directly related to historically excluded communities.

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

The proposal is a land use and zoning map change and does not guarantee future development of the subject properties. No data is directly collected or analyzed on the listed topics, however the Planning & Economic Development Department generally follows these proposals to track whether the subject properties develop in the future.

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

As stated above, the department generally tracks these proposals to see if they develop. Doing so allows for educated revisions to ensure the efficacy of the program if they are warranted.

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

This proposal is consistent with Comprehensive Plan Policies **LU 1.8 General Commercial Uses**. After reviewing the criteria set forth in SMC 17G.020.030, Plan Commission found the proposal consistent with the Comprehensive Plan and all applicable review criteria, voting to recommend City Council approval of the proposal, subject to the modification of height from 70 to 75 feet and the inclusion of all additional parcels requested by the applicant.

Ordinance No. C36612

AN ORDINANCE RELATING TO APPLICATION FILE Z23-478COMP AMENDING MAP LU 1, LAND USE PLAN MAP, OF THE CITY'S COMPREHENSIVE PLAN FROM "RESIDENTIAL LOW" TO "GENERAL COMMERCIAL" AND "OFFICE" FOR APPROXIMATELY 5.2 ACRES IN THE WEST HILLS NEIGHBORHOOD; AND AMENDING THE ZONING MAP FROM "R1" TO "GENERAL COMMERCIAL, 75-FOOT HEIGHT LIMIT (GC-75) AND "OFFICE RETAIL, 55-FOOT HEIGHT LIMIT (OR-55)."

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

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

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

WHEREAS, land use amendment application Z23-478COMP was submitted in a timely manner for review during the City's 2023/2024 Comprehensive Plan amendment cycle; and

WHEREAS, Application Z23-478COMP sought to amend the Land Use Plan Map of the City's Comprehensive Plan for 3.3 acres from "Residential Low" to "General Commercial" for parcels 25236.0305, 25236.0401 thru .0403, 25236.0405, 25271.0408, 25271.0501, 25271.0502, and 25271.0504; and

WHEREAS; the corresponding zoning destination requested was "General Commercial, 70-foot height limit (GC-70)"; and

WHEREAS, City Council adopted RES 2024-0029 on March 25, 2024, including Application Z23-478COMP in the 2024 Comprehensive Plan Amendment Work Program, and expanding the proposal to include consideration of parcels 25262.0311 and 25262.0312 and a portion of parcel 25236.0057, totaling 0.63 acres; and

WHEREAS, the applicant requested the City consider the inclusion of five additional parcels (25271.0403 thru .0407), totaling 1.3 acres, as an expansion to this proposal;

WHEREAS, the additional parcels (25271.0403 thru .0407) were subsequently included in all published materials including maps, noticing, and analysis; and

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

WHEREAS, the Spokane Plan Commission held a workshop to study the application on July 10, 2024; and

WHEREAS, City Council adopted ORD C36555 on August 12, 2024, amending SMC 17C.122.220.B.1, establishing new maximum height options for commercial zones, following which the applicant requested that the City consider a maximum height of 75 feet for this proposal; and

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

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

WHEREAS, a staff report for Application Z23-478COMP reviewing all the criteria relevant to consideration of the application was published on September 20, 2024, and sent to all applicants, commenters, and the Plan Commission; and

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

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

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

WHEREAS, the Spokane Plan Commission found that Application Z23-478COMP is consistent with and implements the Comprehensive Plan; and

WHEREAS, the Spokane Plan Commission found that Application Z23-478COMP meets the final review criteria for Comprehensive Plan Amendments delineated in Spokane Municipal Code 17G.020.030; and

WHEREAS, the Spokane Plan Commission voted 8 to 1 to recommend approval of Application Z23-478COMP, conditioned upon their recommendation to include the five parcels requested by the applicant and to amend the height maximum for the “General Commercial” zoned parcels from 70 feet to 75 feet; and

WHEREAS, the City Council adopts the recitals set forth herein as its findings and conclusions in support of its adoption of this ordinance and further adopts the findings, conclusions, and recommendations from the Planning Services Staff Report and the City of Spokane Plan Commission for the same purposes; --

NOW, THEREFORE, THE CITY OF SPOKANE DOES ORDAIN:

1. Approval of the Application. Application Z23-478COMP is approved.
2. Amendment of the Land Use Map. Comprehensive Plan Map LU 1, Land Use Plan Map, is amended from “Residential Low” to “General Commercial” and “Office” for 5.2 acres, as shown in Exhibit B.
3. Amendment of the Zoning Map. The City of Spokane Zoning Map is amended from “R1” to “General Commercial, 75-foot height limit (GC-75)” and “Office Retail, 55-foot height limit (OR-55),” as shown in Exhibit C.

PASSED BY THE CITY COUNCIL ON \_\_\_\_\_, 2024.

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

Attest:

Approved as to form:

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

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

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



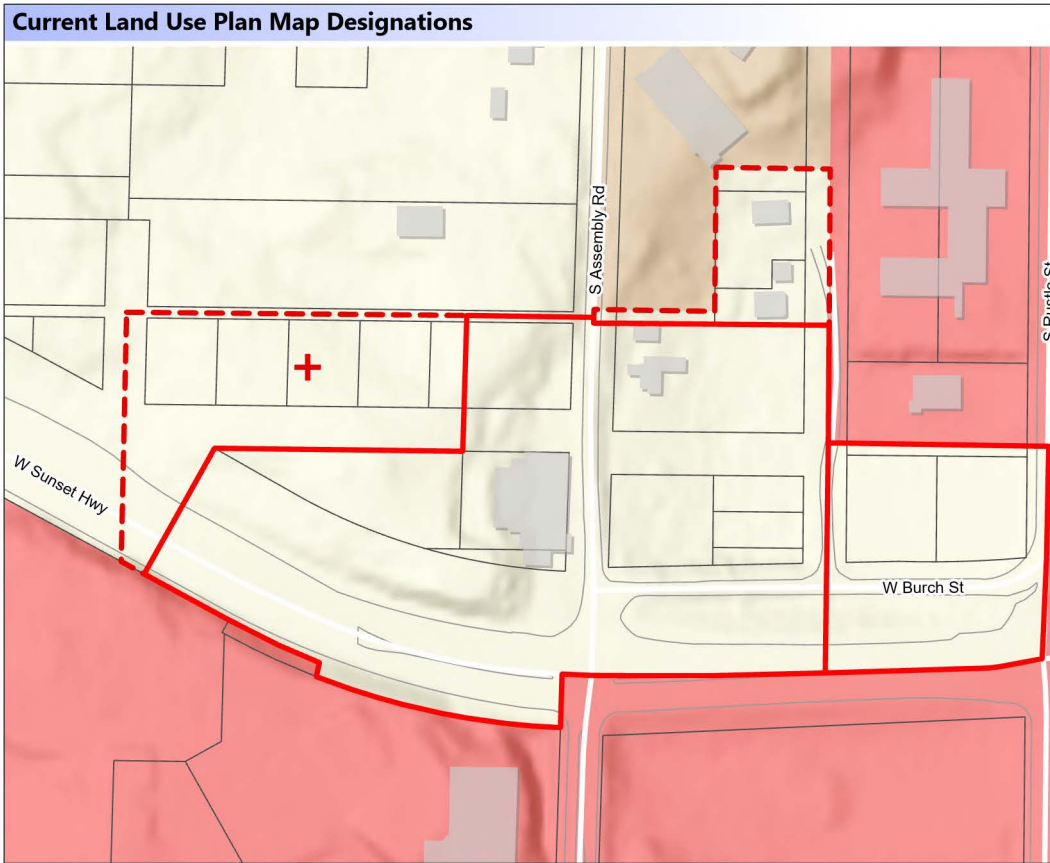
# Exhibit B: Land Use Plan Map Changes

Department of Planning & Economic Development



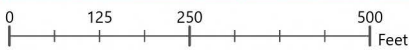
Draw Date: 4/8/2024

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

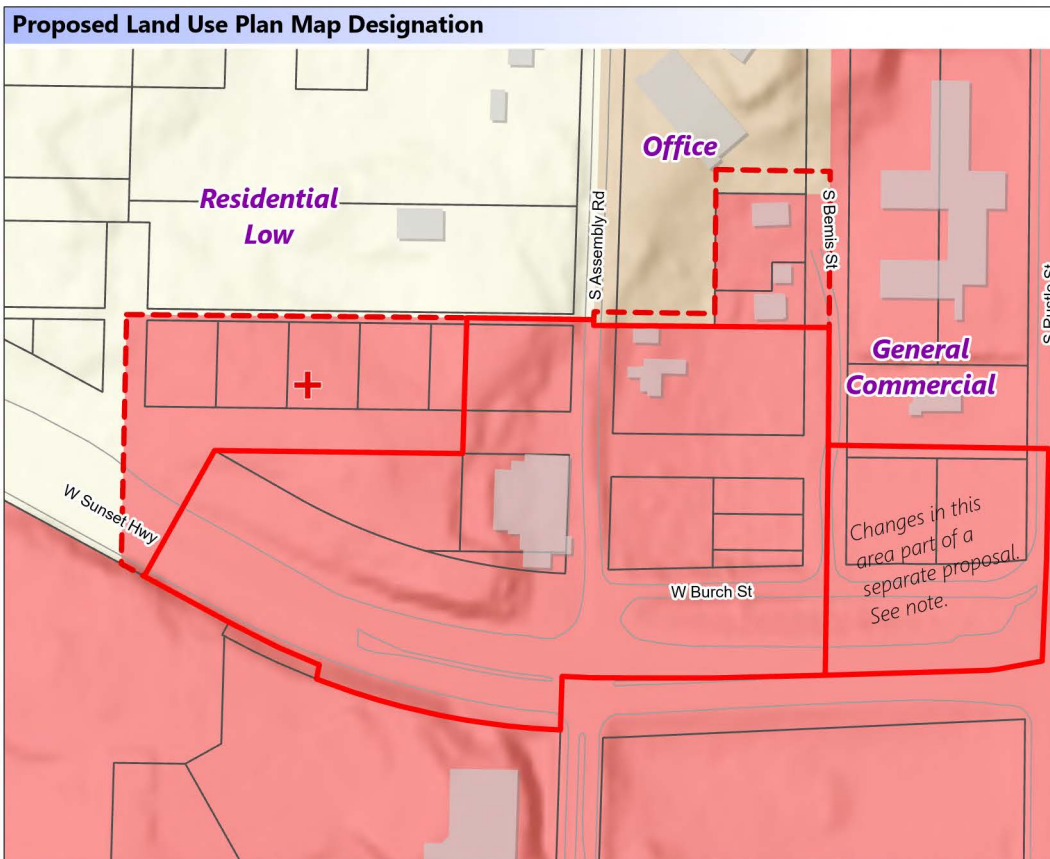


- Project Area
  - Expanded Area
  - Parcel
  - Buildings
  - Curb Line
- Land Use Plan Designation**
- Residential Low
  - Office
  - General Commercial

**+** This expansion area was requested by the applicant after docketing was complete--its inclusion is subject to Plan Commission/City Council approval.

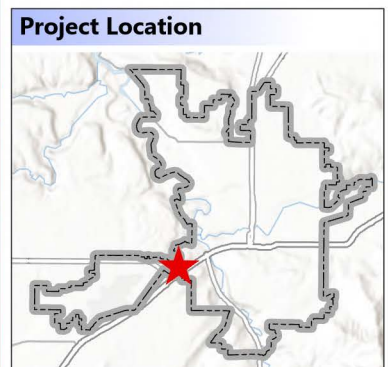


Drawing Scale: 1:3,200



- Agent:** Land Use Solutions & Entitlement
- Parcels:** 25236.0057 25271.0404  
25236.0305 25271.0405  
25236.0311 25271.0406  
25236.0312 25271.0407  
25236.0401 25271.0408  
25236.0402 25271.0501  
25236.0403 25271.0502  
25236.0405 25271.0504  
25271.0403
- Size:** 5.22 acres  
(Size is Approximate)

**Note:** This application is located adjacent to another proposal by a another applicant. See **File Z23-477COMP** for details as to the adjacent application.





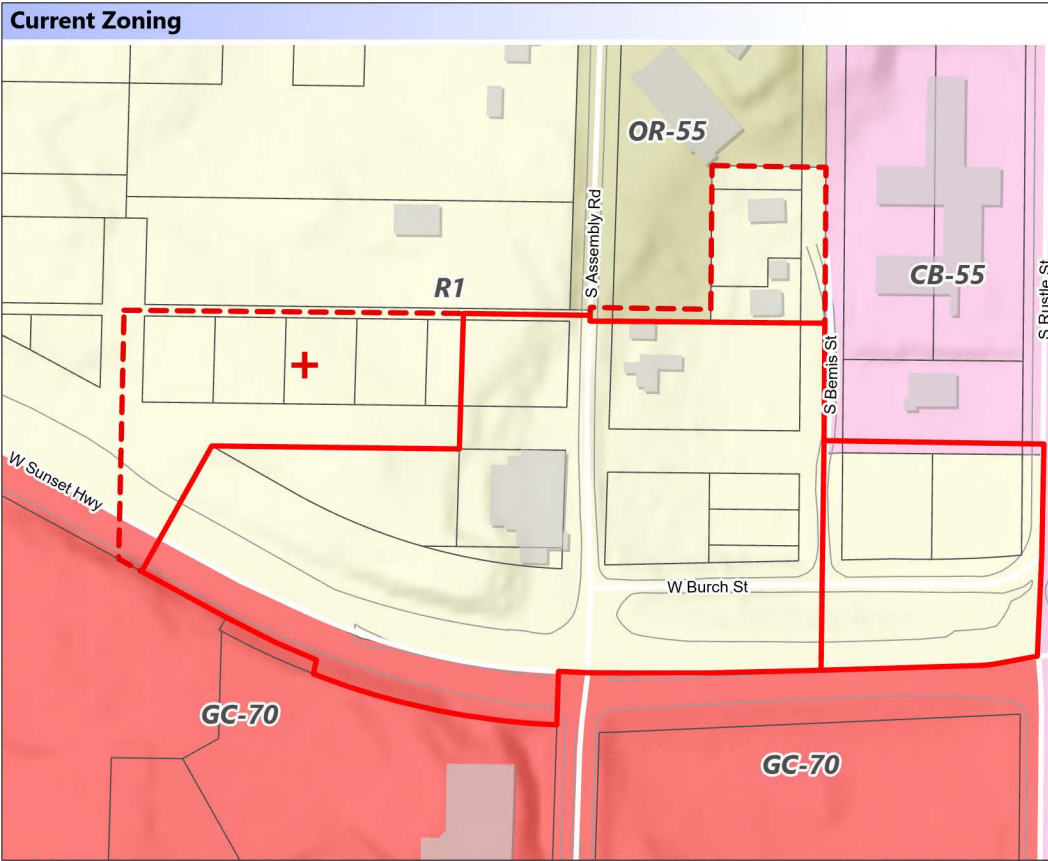


# Exhibit C: Zoning Changes

Department of Planning & Economic Development



**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.



- Project Area
  - Expansion Area
  - Buildings
  - Parcel
  - Curb Line
- Zoning**
- Community Business
  - General Commercial
  - Office Retail
  - Residential 1

**+** This expansion area was requested by the applicant after docketing was complete--its inclusion is subject to Plan Commission/City Council approval.

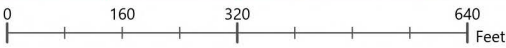
**Agent:** Land Use Solutions & Entitlement

- Parcels:** 25236.0057 25271.0404  
 25236.0305 25271.0405  
 25236.0311 25271.0406  
 25236.0312 25271.0407  
 25236.0401 25271.0408  
 25236.0402 25271.0501  
 25236.0403 25271.0502  
 25236.0405 25271.0504  
 25271.0403

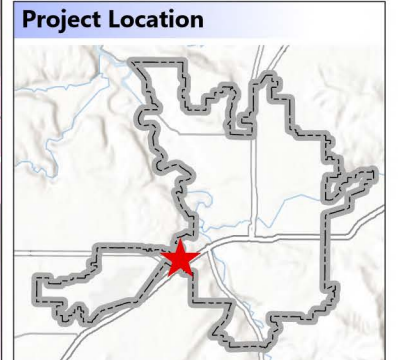
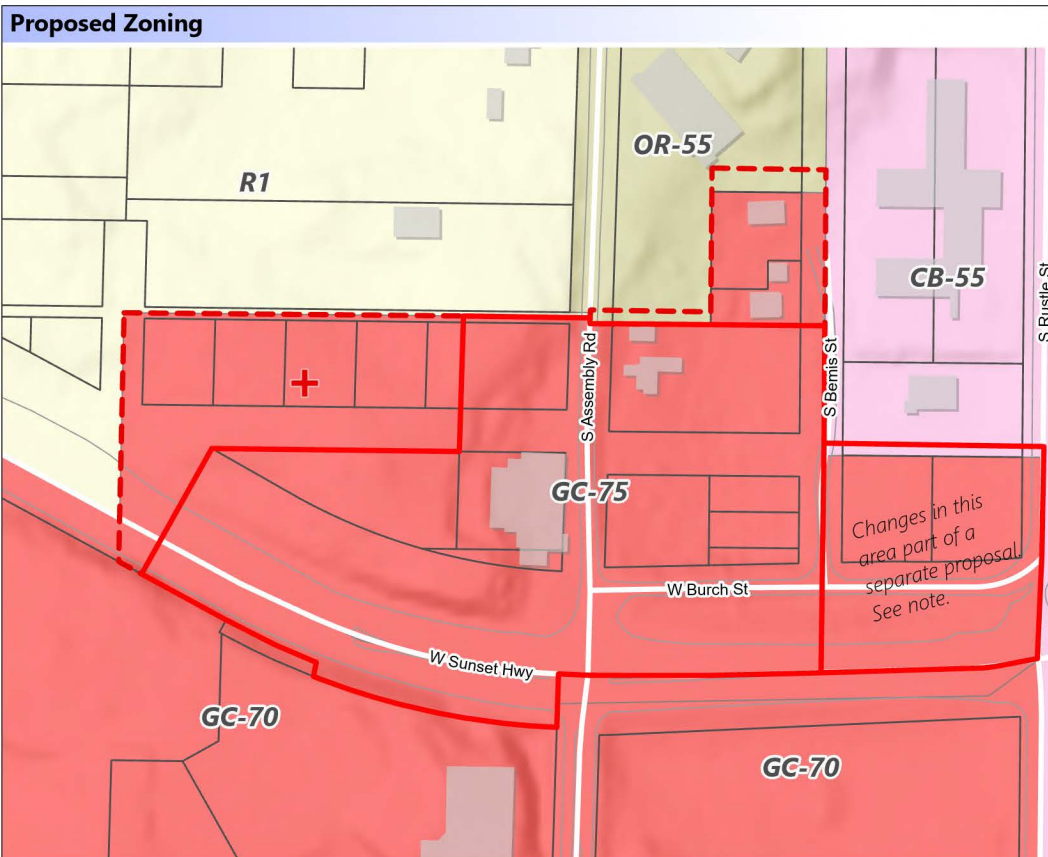
**Size:** 5.22 acres  
(Size is Approximate)

**Note:** This application is located adjacent to another proposal by a another applicant. See **File Z23-477COMP** for details as to the adjacent application.

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



Drawing Scale: 1:3,200







**PLAN COMMISSION FINDINGS OF FACT, CONCLUSIONS, AND  
RECOMMENDATIONS ON COMPREHENSIVE PLAN AMENDMENT  
FILE Z23-478COMP (ASSEMBLY & BEMIS)**

**A Recommendation of the Spokane Plan Commission to the City Council to APPROVE the Comprehensive Plan Amendment application, subject to modification of the proposal relating to height, seeking to amend the land use plan map designation from “Residential Low” to “General Commercial” and “Office” for all or portions of parcels 25236.0305, 25236.0401 thru .0403, 25236.0405, 25271.0403 thru .0408, 25271.0501, 25271.0502, 25271.0504, 25236.0057, 25262.0311, and 25262.0312 totaling 5.2 acres. The zoning designation proposed is “General Commercial, 75-foot height limit (GC-75)” and “Office Retail, 55-foot height limit (OR-55).”**

**FINDINGS OF FACT:**

- A. The City of Spokane adopted a Comprehensive Plan in May of 2001 that complies with the requirements of the Growth Management Act (“GMA”).
- B. Under GMA, comprehensive plans generally may be amended no more frequently than once a year, and all amendment proposals must be considered concurrently in order to evaluate for their cumulative effect.
- C. Amendment application Z23-478COMP (the “Application”) was submitted in a timely manner for review during the City’s 2023/2024 amendment cycle.
- D. The Application sought to amend the land use plan map designation for parcels 25236.0305, 25236.0401 thru .0403, 25236.0405, 25271.0408, 25271.0501, 25271.0502, and 25271.0504, totaling 3.3 acres, from “Residential Low” to “General Commercial” with a corresponding change in zoning from “R1” to “General Commercial, 70-foot height limit (GC-70).”
- E. The subject properties are primarily vacant with several rock outcroppings and sparse vegetation along with a single-unit home and a garage.
- F. Annual amendment applications were subject to a threshold review process to determine whether the applications will be included in the City’s Annual Comprehensive Plan Amendment Work Program.
- G. On January 22, 2024, the City Council adopted Resolution RES 2024-0002 establishing the City Council members of the Ad Hoc City Council Threshold Committee.
- H. On February 9, 2024, an Ad Hoc City Council Threshold Committee reviewed the applications that had been submitted and forwarded its recommendation to City Council regarding the applications.
- I. On March 25, 2024, the City Council adopted Resolution RES 2024-0029 establishing the 2024 Comprehensive Plan Amendment Work Program, including the Application. The City Council

included all of parcels 25262.0311 and 25262.0312 and a portion of parcel 25236.0057 as a 0.63-acre expansion for consideration along with this Application. Those parcels were included at City Council's behest in order to avoid leaving an island of Residential Low properties completely surrounded by General Commercial if this proposal were adopted.

- J. Geographic expansion of applications for Comprehensive Plan Amendments by City Council is allowed within the Spokane Municipal Code ("SMC") under Title 17G.020.025.A.1.a. After the Application was added to the Work Program, the applicant requested five additional parcels be considered for inclusion in the Application totaling 1.3 acres (Parcels 25271.0403 thru .0407). The additional parcels were included in all published maps, noticing, and analysis as well as discussed at the Plan Commission Workshop.
- K. On March 28, 2024, staff presented the 2023/2024 Comprehensive Plan Amendment Work Program to the Community Assembly Land Use Subcommittee on, including details regarding the Application, and provided information on the required process, upcoming Plan Commission Workshops, and how to submit comments.
- L. On May 7, 2024, staff requested comments from agencies, departments, and neighborhood councils. The comment period ended May 21, 2024. By the end of the comment period, comments were received from the Integrated Capital Management Department and Spokane Transit Authority.
- M. On June 10, 2024, a Notice of Application was mailed to all properties, owners, and taxpayers within a 400-foot radius of the subject parcels and any adjacent properties with the same ownership. Signs were also placed on the subject parcels in plain view of the public. Notice was also published in the Spokesman Review on both June 10, 2024, and June 17, 2024.
- N. The Notice of Application initiated a 60-day public comment period from June 10, 2024, to August 9, 2024, during which two comments were received (as included in the Staff Report).
- O. No additional public comments were received by October 8, 2024, at 5pm.
- P. On July 10, 2024, and July 24, 2024, the Spokane City Plan Commission held public workshops to study the Application.
  - 1. During these workshops, Plan Commission discussed possible alternative height limits for the parcels as well as the possibility of zoning them "Community Business" instead of "General Commercial."
- Q. On September 16, 2024, a State Environmental Policy Act ("SEPA") Checklist and Determination of Non-Significance were issued for the Application. The deadline to appeal the SEPA determination was October 8, 2024. No comments on the SEPA determination were received.
- R. On September 17, 2024, the Washington State Department of Commerce and appropriate state agencies were given the required 60-day notice of intent to adopt before adoption of any proposed changes to the Comprehensive Plan.
- S. On September 20, 2024, staff published a report addressing SEPA and providing staff's analysis of the merits of the Application, copies of which were circulated as prescribed by SMC

17G.020.060B.8. After analysis of the Application, Staff had no recommendation for the Application.

- T. A Notice of SEPA Determination of Non-Significance and Plan Commission Hearing was published on September 25, 2024, in the Official Gazette and on September 25, 2024, and October 2, 2024, in the Spokesman Review.
- U. On September 25, 2024, a Notice of Public Hearing and SEPA Determination was posted on the Properties and mailed to all property owners and taxpayers of record, as shown by the most recent Spokane County Assessor's record, and occupants of addresses of property located within a four-hundred-foot radius of any portion of the boundary of the subject Properties.
- V. On October 9, 2024, the Plan Commission held a public hearing on the Application, including the taking of verbal testimony, closing the verbal and written record, conducting deliberation on the application, and voting to recommend the City Council Approve this application, including all additional parcels requested by the applicant after docketing.
  - 1. One member of the public testified in support of the change but also encouraging considerations for sidewalks and accessibility at the development stage.
- W. During deliberation, the Plan Commission voted 9 to 0 to condition their recommendation on an amended height maximum for the subject properties from 70 to 75 feet. This was considered at the request of the applicant and conforms to amendments to SMC 17C.120.220.B.1 adopted by the City during the processing of the Application.
- X. Also during deliberation, Plan Commission requested a finding be added to the record that, while they recommend including the additional parcels requested after docketing by the applicant, they do not support future applicants expanding their applications similarly, outside the normal docketing process.
  - 1. Plan Commission accepts the additional parcels this time due to the fact that the requested parcels were included in all noticing and public outreach and because the City will not be accepting Comprehensive Plan Amendments applications for the following two years, representing significant delays for the property owners in this case if they are not included.
- Y. As a result of the City's efforts, pursuant to the requirements of SMC 17G.020.070, the public has had extensive opportunities to participate throughout the process and persons desiring to comment were given an opportunity to do so.
- Z. Except as may be otherwise indicated herein, the Plan Commission adopts the findings and analysis set forth in the Staff Report prepared for the Application (the "Staff Report").
- AA. The Plan Commission finds that the proposal meets the intent and requirements of the Comprehensive Plan, most specifically Policy LU 1.8, General Commercial Uses.
- BB. The Plan Commission finds that the proposal meets the decision criteria established by SMC 17G.020.030, as described in the Staff Report.

**CONCLUSIONS:**

Based upon the application materials, staff analysis (which is hereby incorporated into these findings, conclusions, and recommendation), SEPA review, agency and public comments received, and public testimony presented regarding application File No. Z23-478COMP, the Plan Commission makes the following conclusions with respect to the review criteria outlined in SMC 17G.020.030:

1. The Application was submitted in a timely manner and added to the 2023/2024 Annual Comprehensive Plan Amendment Work Program, and the final review application was submitted as provided in SMC 17G.020.050(D).
2. Interested agencies and the public have had extensive opportunities to participate throughout the process and persons desiring to comment have been given that opportunity to comment.
3. The Application is consistent with the goals and purposes of GMA.
4. Any potential infrastructure implications associated with the Application will either be mitigated through projects reflected in the City's relevant six-year capital improvement plans or through enforcement of the City's development regulations at time of development.
5. As outlined in above in the Findings of Fact, the Application is internally consistent as it pertains to the Comprehensive Plan, as described in SMC 17G.020.030.E.
6. The Application is consistent with the Countywide Planning Policies for Spokane County, the comprehensive plans of neighboring jurisdictions, applicable capital facilities plans, the regional transportation plan, and official population growth forecasts.
7. The Application has been considered simultaneously with the other proposals included in the 2024 Annual Comprehensive Plan Amendment Work Program in order to evaluate the cumulative effect of all the proposals.
8. SEPA review was completed for the Application.
9. The Application will not adversely affect the City's ability to provide the full range of urban public facilities and services citywide at the planned level of service, or consume public resources otherwise needed to support comprehensive plan implementation strategies.
10. The Application proposes a land use designation that is in conformance with the appropriate location criteria identified in the comprehensive plan (e.g., compatibility with neighboring land uses, proximity to arterials, etc.).
11. The proposed map amendment and site is suitable for the proposed designation.
12. The map amendment would implement applicable comprehensive plan policies better than the current map designation.

#### **RECOMMENDATIONS:**

In the matter of Z23-478COMP, a request by Dwight Hume of Land Use Solutions and Entitlement on behalf of WJL, LLC, and expanded by the City of Spokane, to change the land use plan designation of 5.2 acres of land from "Residential Low" to "General Commercial" and "Office" with a corresponding change of the implementing zoning from "R1" to "General Commercial, 70-foot height limit (GC-70)" and "Office Retail, 55-foot height limit (OR-55)". Based upon the above listed findings and conclusions, by a vote of **8**

**to 1**, the Spokane Plan Commission recommends City Council **APPROVE** the requested amendment to the Land Use Plan Map of the City's Comprehensive Plan with corresponding amendment to the City's Zoning Map, subject to the modification of the height limit from 70 feet to 75 feet, and authorizes the President to prepare and sign on the Commission's behalf a written decision setting forth the Commission's findings, conclusions, and recommendation on the application.

*Greg Francis*

[Greg Francis \(Oct 22, 2024 15:06 PDT\)](#)

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**Greg Francis, President**

Spokane Plan Commission

Date: Oct 22, 2024







# PC Findings and Conclusions - Z23-478COMP

Final Audit Report

2024-10-22

Created:	2024-10-22
By:	Angela McCall (amccall@spokanecity.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAGqW8fAtvCt3B6vNL855-4Uj3Og-GBOCa

## "PC Findings and Conclusions - Z23-478COMP" History

-  Document created by Angela McCall (amccall@spokanecity.org)  
2024-10-22 - 5:16:19 PM GMT
-  Document emailed to gfrancis@spokanecity.org for signature  
2024-10-22 - 5:16:42 PM GMT
-  Email viewed by gfrancis@spokanecity.org  
2024-10-22 - 10:04:23 PM GMT
-  Signer gfrancis@spokanecity.org entered name at signing as Greg Francis  
2024-10-22 - 10:06:33 PM GMT
-  Document e-signed by Greg Francis (gfrancis@spokanecity.org)  
Signature Date: 2024-10-22 - 10:06:35 PM GMT - Time Source: server
-  Agreement completed.  
2024-10-22 - 10:06:35 PM GMT



## 2023/2024 Comprehensive Plan Amendments

**STAFF REPORT FOR FILE Z23-478COMP (ASSEMBLY AND BEMIS)**

Department of Neighborhood and Planning Services

The following staff report concerns a proposed amendment to the City's current Comprehensive Plan. The proposal is to amend the land use plan map designation and zoning of one or more parcels in the City of Spokane. Amendments to the Comprehensive Plan are enabled by Spokane Municipal Code (SMC) 17G.020 and Revised Code of Washington (RCW) 36.70A.130.

**I. PROPERTY SUMMARY**

<b>Parcel(s):</b>	<i>Applicant Proposal:</i> 25236.0305, 25236.0311, 25236.0312, 25236.0401, 25236.0402, 25236.0403, 25236.0405, 25271.0403, 25271.0404, 25271.0405, 25271.0406, 25271.0407, 25271.0408, 25271.0501, 25271.0502, 25271.0504  <i>City Expanded Area:</i> 25236.0057, 25262.0311, and 25262.0312
<b>Address(es):</b>	1527 & 1606 S Assembly St, 1603 S Assembly Rd, and 1604, 1616, & 1622 S Bemis St
<b>Property Size:</b>	<i>Applicant Original Proposal:</i> 3.33 acres <i>City-Proposed Expanded Area:</i> 0.7 acres <i>Additional Applicant Request:</i> 1.26 acres
<b>Legal Description:</b>	See <b>Exhibit K</b>
<b>General Location:</b>	East and west sides of S Assembly Rd immediately north of W Sunset Hwy
<b>Current Use:</b>	Vacant

**II. APPLICANT SUMMARY**

This application has two applicants—a private applicant and the City of Spokane itself. The following information regards the original private applicant:

<b>Agent:</b>	Dwight Hume, Land Use Solutions & Entitlement
<b>Applicant:</b>	WJL, LLC
<b>Property Owner:</b>	WJL, LLC; Christine & Sandra Noltimier; Thomas & Kelle Vigeland

The following information regards the properties added by the City:

<b>Representative:</b>	Kevin Freibott, Planning & Economic Development, City of Spokane
<b>Property Owners:</b>	City View LLC; Rusland & Alyona Bak; and Justin & Deanna Pillow

### III. PROPOSAL SUMMARY

<b>Current Land Use Designation:</b>	Residential Low
<b>Proposed Land Use Designation:</b>	General Commercial & Office
<b>Current Zoning:</b>	R1
<b>Proposed Zoning:</b>	General Commercial (70' max height) & Office Retail (55' max height)
<b>SEPA Status:</b>	A SEPA threshold determination of Non-Significance (DNS) was made on September 16, 2024. The appeal deadline is 5:00 PM on October 8, 2024.
<b>Plan Commission Hearing Date:</b>	October 9, 2024
<b>Staff Contact:</b>	Kevin Freibott, Senior Planner, <a href="mailto:kfreibott@spokanecity.org">kfreibott@spokanecity.org</a>
<b>Staff Recommendation:</b>	<b>No Recommendation</b>

### IV. BACKGROUND INFORMATION

- General Proposal Description:** Pursuant to the procedures established by SMC 17G.020, enabled by RCW 36.70A.130, the applicant asked the City of Spokane to amend the land use plan map designation (Map LU-1 of the Comprehensive Plan) from “Residential Low” to “General Commercial” and zoning designation (Official Zoning Map of the City of Spokane) from “R1” to “General Commercial-70” for nine (9) parcels in the West Hills Neighborhood. No specific development is proposed on the properties at this time, though the applicant has stated their preference to develop the site with multi-family residential uses in the future.

During the threshold determination process and setting of the Work Program, City Council added two additional parcels and a portion of a third to the proposal. These are included to avoid creating an island of Residential Low properties surrounded by more intense land use plan map designations (General Commercial and Office) as well as to ensure that parcel 25236.0057 is no longer split-zoned. No actual development has been proposed for these three properties at this time--rather City Council included these parcels to ensure that the City’s land use plan map remains relatively consistent with the vision in the Comprehensive Plan.

Following the threshold process, the applicant secured ownership of an additional parcel adjacent to their original proposal. They have since requested that the City expand the application to include all the parcels between that parcel (25271.0403) and their original proposal. This would include their additional parcel plus four more of different ownership, for a total area of 1.26 acres. While there is no specific provision in the Spokane Municipal Code (SMC) for the addition of parcels by an applicant after the threshold determination stage, the SMC provides both Plan Commission and the City Council the opportunity to modify the proposal as a condition of their approval. In this case, to include these additional five (5) parcels, Plan Commission and/or City Council would need to condition their approval on the addition. If these properties were added to the proposal, the entire proposal would affect approximately 5.29 acres of the City.



Regarding the various additional areas in this application, reviewers should note there are three distinct portions of this proposal: (1) the original applicant's proposal, (2) the City's expansion, and (3) the additional parcels requested later by the applicant. The following figure gives a rule-of-thumb picture of those three parts.



2. **Site Description and Physical Conditions:** The applicant's parcels are currently vacant. Two parcels, those immediately adjacent to S Assembly Rd on the west side of that street, contain portions of severely eroded asphalt and scattered building materials remaining from legal demolition of a commercial greenhouse on the property. No other improvements were evident. The two entire parcels added by the City Council contain a single family home and an enclosed garage or pole barn. A small residential garage is located adjacent to the home as well. The portions of the apartment property to the north, a portion of which is included in this proposal, contain only landscaping and a rock retaining structure.
3. **Property Ownership:** Most of the subject parcels are owned by WJL, LLC, a registered an active limited liability corporation in Washington State. The remaining parcels are owned as follows:

Parcel 25236.0057: City View, LLC  
 Parcel 25262.0311: Rusland & Alyona Bak  
 Parcel 25262.0312: Justin & Deanna Pillow  
 Parcel 25271.0407: Thomas & Kelle Vigeland  
 Parcels 25271.0404 thru 28271.0406: Christine & Sandra Noltimier

The property manager for City View, LLC contacted staff by telephone and expressed no concerns about the inclusion of part of their property in the proposal. Attempts by City staff to contact the remaining owners (aside from WJL LLC and City View LLC) have not been successful.

4. **Adjacent Property Improvements and Uses:** The proposal is surrounded by existing development of the following nature:

Boundary	Land Use	Zone	Use
North	Residential Low & Office	R1 & O	Single-family residential use and an apartment complex.
East	General Commercial & Residential Low	CB-55 & R1	Hotel, Apartments, and vacant land.
South	General Commercial	GC-70	Sunset Highway and then commercial uses.
West	Residential Low	R1	Vacant land and a single home more than 500 feet to the west of the subject properties.

5. **Street Class Designations:** All streets adjacent to the subject parcels are designated “local.” Sunset Highway is designated as a Major Arterial. Assembly Rd continues south of Sunset Highway but remains a “local” street.
6. **Current Land Use Designation and History:** As shown in **Exhibit B**, the subject parcels are currently designated for “Residential Low” in the Comprehensive Plan. While the name of that land use designation has changed from Residential 4-10 to its current name of Residential Low, the subject parcels have been designated as the lowest level of residential intensity since the City’s adoption of the Growth Management Act (GMA) compliant Comprehensive Plan in 2001.
7. **Proposed Land Use Designation:** As shown in **Exhibit B**, the proposal is to amend the land use plan map designation to “General Commercial,” except for the parcel owned by City View LLC, containing the existing apartment complex. That parcel (25236.0057) would be designated Office, bringing the entire parcel into the same land use plan map designation.
8. **Current Zoning and History:** As shown in **Exhibit C**, the subject parcels are currently zoned R1, the lowest intensity residential zoning in the City. The subject parcels have been classified the same since the adoption of the current zoning map, except for the renaming of the “RSF” zone to “R1” in January 2024. The historical zoning, prior to 2006, is shown in the table below.

Year	Zone	Description
1958	N/A	Properties east of Assembly Rd weren’t annexed until 1962. Properties west of Assembly Rd were only added to the City in 2012
1975	R1	Properties east of Assembly Rd one: one-family residence zone.
After 1975, Prior to 2006	R1	Properties east of Assembly Rd only: one-family residence zone

9. **Proposed Zoning:** As Shown in **Exhibit C**, the proposed zoning for all parcels and the ROW is “General Commercial - 70” except for the parcel containing the existing apartment building (25236.0057) which is proposed for “Office Retail – 55” to match the zoning of the remainder of that parcel.

During the Plan Commission workshop, the Plan Commission asked the applicant whether they would consider a different zoning of Community Business (CB). When comparing General Commercial with Community Business, there are only a few key differences. Both zones allow the same primary uses, however the trigger for a Conditional Use Permit for industrial uses is smaller in Community Business (CUP is required when proposing industrial use over 20,000 square feet in Community Business rather than 50,000 square feet in General Commercial). Furthermore, the Floor Area Ratio (FAR) maximum in Community Business is smaller than in General Commercial (1.5 versus 2.5).

The applicant indicated in a following email that the applicant continues to request General Commercial zoning.

Plan Commission also raised the issue of the height proposed by the applicant—70 feet—during the workshop. While processing this application, the City separately proposed a suite of municipal code amendments resulting from the South Logan TOD Study<sup>1</sup>. These changes did not require a Comprehensive Plan Amendment and were thus part of a different program than the Comprehensive Plan Amendment process. One of the changes proposed by that project was to amend the choices of alternative maximum heights available in commercial zones. Those proposed changes to the SMC were adopted by City Council on August 12, 2024<sup>2</sup>. Essentially, as that proposal was approved, SMC 17C.120.220.B.1 now allows 75 feet as a choice, rather than 70 feet. Staff asked the applicant in this proposal if they would like to amend their proposed maximum height to 75 feet and they have indicated that they would.

According to the above special conditions and Plan Commission discussion, the City is now being asked to approve a resulting zoning for this proposal of GC-75. The additional five feet of height has been added to the maps in this case (see **Exhibit C**) but the zoning remains GC on the maps per the applicant's preference.

## V. APPLICATION PROCESS AND PUBLIC COMMENT

- Key Steps:** The application is being processed according to SMC 17G.060, including the following steps:

Application Submitted .....	October 31, 2023
Threshold Application Certified Complete .....	November 30, 2023
Council Threshold Subcommittee Established <sup>3</sup> .....	January 22, 2024
Council Threshold Subcommittee Met .....	February 9, 2024
Annual Work Program Set <sup>4</sup> .....	March 25, 2024
Agency/Department Comment Period Ended .....	May 21, 2024

<sup>1</sup> <https://my.spokanecity.org/projects/south-logan-transit-oriented-development-project/>

<sup>2</sup> Spokane Ordinance C36555, Adopted August 12, 2024

<sup>3</sup> Spokane City Council Resolution 2024-0002

<sup>4</sup> Spokane City Council Resolution 2024-0029

Notice of Application Posted .....	June 10, 2024
Plan Commission Workshop .....	June 26, 2024
60-Day Public Comment Period Ended .....	August 9, 2024
SEPA Determination Issued .....	September 16, 2024
Notice of Public Hearing Posted .....	September 25, 2024
Plan Commission Hearing Date (Scheduled) .....	October 9, 2024

**2. Agency Comments Received:** A Request for Comments was issued for this proposal on May 7, 2024 by sending it to local agencies, jurisdictions, City departments, and the neighborhood council in which the proposal is located. This request initiated an agency comment period that ended May 21, 2024. Two comments were received during the agency comment period, as follows:

- Integrated Capital Management (ICM) Department: ICM requested a traffic generation memo for the proposal. That memo was provided, and changes were requested by ICM, specifically as it relates to the need for a signal at Sunset Highway and Assembly Rd. ICM noted in their response to Planning staff that a signal has been planned for Sunset Highway and Assembly Road—this proposal in combination with any others may require that signal to be built, but that determination will be made at the building permit stage. Per the analysis provided by the applicant’s traffic engineer, the need for a new signal at Sunset Highway and Assembly would not be met, even if this application and File Z23-477COMP (adjacent to this proposal) were approved.
- Spokane Transit Authority: STA provided a letter supportive of increased density near high-performance transit corridors like Sunset Highway.

Copies of all agency comments received are included in this staff report as **Exhibit I**.

**3. Public Comments Received:** A Notice of Application was issued for the proposal on June 10, 2024, initiating a public comment period that ended August 9, 2024. Two emails were received by the City, as follows:

- Robert Peterson: Asked what would be constructed. City staff replied, stating there is no actual construction proposed at this time, only a land use plan map change and rezone.
- Steven Oliver: Mr. Oliver provided a detailed letter with multiple concerns. Responses to those concerns follow:
  - The commenter states that the historic transformation of this area from rural to multi-family residential has been “the will of the city planners” and developers but not the residents.

*Staff Response:* The proposal is a private application issued by the owner of the main properties involved. The City’s expanded area is intended to minimize the effects of these proposals on adjacent properties and, in the case of the apartment complex, to clean up zoning issues that resulted from mapping accuracy in the past. This proposal is not a part of any city plan or study.

- The commenter expresses concern over the lack of transition from intense use (general commercial) to low intensity residential. The commenter then requests that Plan Commission “make it easy/inexpensive” for adjacent property owners to likewise change to a more intense land use/zoning for their property.

*Staff Response:* The City’s municipal code provides a distinct process through which individual property owners can request a different Land Use Plan Map designation and zoning for their property. Contrary to the commenter’s request, staff cannot designate an ‘easier/less-expensive’ process by which a property owner can do that short of a municipal code amendment. However, the commenter’s wishes are noted and will be communicated to Plan Commission and City Council for consideration.

- The commenter asks about the impact of the proposal on the provision of water and sewer service.

*Staff Response:* The proposal was routed to the Water and Wastewater departments along with the five other proposals under consideration this year, including the application immediately adjacent to this one. Neither department communicated any concerns about water or sewer provision in this location. Furthermore, the general vicinity has been planned for urban scale development since it’s annexation in 1962 (east of Assembly) and 2012 (west of Assembly). Long range planning for service provisions has included the potential development of this area for some time.

It's important to note, as well, that SMC 17D.010.020 requires that prior to any future development of the site, adequate provision for sewer and water capacity be determined by the City.

Copies of all public comments received are included in this staff report as **Exhibit J**.

- 4. Public Workshop:** A public workshop with the Spokane Plan Commission was held on July 10, 2024, during which the particulars of the proposal were presented to the Plan Commission for their consideration and discussion. No public comment was taken per Plan Commission rules.

## **VI. APPLICATION REVIEW AND ANALYSIS**

- 1. Guiding Principles:** SMC 17G.020.010 provides the following guiding principles for the annual comprehensive plan amendment process:
  - A.** Keep the comprehensive plan alive and responsive to the community.
  - B.** Provide for simultaneous review of proposals to allow for cumulative impact analysis of all applications on a City-wide basis and in conjunction with budget decisions.
  - C.** Make map adjustments based on a foundation in policy language, consistently applying those concepts citywide.

- D. Honor the community’s long-term investment in the comprehensive plan, through public participation and neighborhood planning processes, by not making changes lightly.
  - E. Encourage development that will enable our whole community to prosper and reinforce our sense of place and feeling of community, in an ecologically, economically, and socially sustainable manner.
  - F. Amendments to the comprehensive plan must result in a net benefit to the general public.
2. **Review Criteria:** SMC 17G.020.030 provides a list of considerations that are to be used, as appropriate, by the applicant in developing an amendment proposal, by planning staff in analyzing a proposal, by the Plan Commission making a recommendation on a proposal, and by the City Council in making a decision on the proposal. Following each of the considerations is staff’s analysis relative to the proposed amendment.
- A. Regulatory Changes:** *Amendments to the comprehensive plan must be consistent with any recent state or federal legislative actions, or changes to state or federal regulations, such as changes to the Growth Management Act, or new environmental regulations.*

Staff Analysis: Staff reviewed and processed the proposed amendment under the most current regulations contained in the Growth Management Act, the Washington State Environmental Policy Act (SEPA), and the Spokane Municipal Code. Staff is unaware of any recent federal, state, or legislative actions with which the proposals would be in conflict, and no comments were received to this effect from any applicable agencies receiving notice of the proposal.

The proposal satisfies this criterion.

- B. GMA:** *The change must be consistent with the goals and purposes of the State Growth Management Act.*

Staff Analysis: The Growth Management Act (GMA) details 13 goals to guide the development and adoption of comprehensive plans and development regulations (RCW 36.70A.020, “Planning Goals”), which guided the City’s development of its own comprehensive plan and development regulations. No comments received or other evidence in the record indicates inconsistency between the proposed plan map amendment and the goals and purposes of the GMA.

The proposal satisfies this criterion.

- C. Financing:** *In keeping with the GMA’s requirement for plans to be supported by financing commitments, infrastructure implications of approved comprehensive plan amendments must be reflected in the relevant six-year capital improvement plan(s) approved in the same budget cycle.*

Staff Analysis: The ICM department requested and received a traffic generation memo for this proposal, but did not require a full Traffic Impact Analysis. A signal at Sunset Highway and Assembly Road is planned for some time in the future and the City has gone so far as to install the subsurface infrastructure necessary for the signal. However, at this time traffic has not increased to the point that the signal would be required, nor would the development anticipated by this proposal and the adjacent proposal (File Z23-477COMP). Furthermore, any future development

permits requested at this location will be routed to ICM to ensure that the warrants for that signal have not yet been met.

The subject properties are already served by water, sewer, bus service, and adjacent existing City streets. Additionally, any subsequent development of the site will be subject to a concurrency determination pursuant to SMC 17D.010.020.

The proposal satisfies this criterion.

- D. Funding Shortfall:** *If funding shortfalls suggest the need to scale back on land use objectives and/or service level standards, those decisions must be made with public input as part of this process for amending the comprehensive plan and capital facilities program.*

Staff Analysis: No evidence of a potential funding shortfall from this proposal exists. The potential future signal discussed under criterion C above is already part of the City's Traffic Impact Fee program, which will provide funding for that improvement when it is warranted.

The proposal satisfies this criterion.

**E. Internal Consistency:**

1. *The requirement for internal consistency pertains to the comprehensive plan as it relates to all its supporting documents, such as the development regulations, capital facilities program, shoreline master program, downtown plan, critical area regulations, and any neighborhood planning documents adopted after 2001. In addition, amendments should strive to be consistent with the parks plan, and vice versa. For example, changes to the development regulations must be reflected in consistent adjustments to the goals or policies in the comprehensive plan. As appropriate, changes to the map or text of the comprehensive plan must also result in corresponding adjustments to the zoning map and implementation regulations in the Spokane Municipal Code.*

Staff Analysis: The proposal is internally consistent with applicable supporting documents of the Comprehensive Plan as follows:

- *Development Regulations.* As a non-project proposal, there are no specific plans for development of these sites. Additionally, any future development will be required to be consistent with the current development regulations at the time of application submittal. The proposal does not result in any non-conforming uses or development and staff finds no reason to indicate that the proposed Comprehensive Plan Land Use Plan Map and concurrent zone change would result in a property that cannot be reasonably developed in compliance with applicable regulations. In fact, the previous presence of a commercial structure and uses on the site reinforces the idea that this location can be developed according to the standards of the City's development regulations.
- *Capital Facilities Program.* As described in the staff analysis of criterion C above, no additional infrastructure or capital expenditures by the City are anticipated for this non-project action, and it is not anticipated that the City's integrated Capital Facilities Program would be affected by the proposal.

- *Neighborhood Planning Documents Adopted after 2001.* The West Hills neighborhood completed its initial neighborhood planning project in 2016. This planning effort was centered on the stretch of Fort George Wright Drive adjacent to the Spokane Falls Community College, far from the subject parcels, and would not affect or be affected by this proposal.
- *Miscellaneous Comprehensive Plan Goals and Policies.* Staff have compiled a list of Comprehensive Plan Goals and Policies which bear on the proposal in **Exhibit E** of this report. Further discussion of these policies is provided under section K.2 below.

The proposal satisfies this criterion.

2. *If a proposed amendment is significantly inconsistent with current policy within the comprehensive plan, an amendment proposal must also include wording that would realign the relevant parts of the comprehensive plan and its other supporting documents with the full range of changes implied by the proposal.*

Staff Analysis: The proposal is generally consistent with current comprehensive plan policies, as described in further detail in the staff analysis of Criterion K.2 below and other criteria in this report. Therefore, no amendment to policy wording is necessary and this criterion does not apply to the subject proposals.

The proposal satisfies this criterion.

- F. Regional Consistency:** *All changes to the comprehensive plan must be consistent with the countywide planning policies (CWPP), the comprehensive plans of neighboring jurisdictions, applicable capital facilities or special district plans, the regional transportation improvement plan, and official population growth forecasts.*

Staff Analysis: The proposed change in land use designations affects a relatively small area within an existing urbanized area with no foreseeable implications to regional or inter-jurisdictional policy issues. No comments have been received from any agency, City department, or neighboring jurisdiction which would indicate that this proposal is not regionally consistent.

The proposal satisfies this criterion.

- G. Cumulative Effect:** *All amendments must be considered concurrently in order to evaluate their cumulative effect on the comprehensive plan text and map, development regulations, capital facilities program, neighborhood planning documents, adopted environmental policies and other relevant implementation measures.*

1. **Land Use Impacts:** *In addition, applications should be reviewed for their cumulative land use impacts. Where adverse environmental impacts are identified, mitigation requirements may be imposed as a part of the approval action.*
2. **Grouping:** *Proposals for area-wide rezones and/or site-specific land use plan map amendments may be evaluated by geographic sector and/or land use type in order to facilitate the assessment of their cumulative impacts.*



Staff Analysis: The City is concurrently reviewing this application and five other applications for Comprehensive Plan amendments as part of an annual plan amendment cycle. All six applications are for amendments to the land use plan map (LU-1) with attendant rezones. When considered together, these various applications do not interact, nor do they augment or detract from each other. Thus, the cumulative effects of these various applications are minor.

This proposal is located immediately adjacent to another, File Z23-477COMP. However, these two applications are separate proposals by different property owners and agents. They are both proposals for the same land use plan map designation and zoning. Accordingly, the two proposals' impacts would be identical in nature, differing only in magnitude due to the size difference between the proposals. When considering the impacts of each (e.g. traffic impacts), the City has considered their combined impact as well as their individual impacts. Regardless, neither proposal is expected to generate a significant cumulative impact to city systems, infrastructure, or the environment.

The proposal satisfies this criterion.

**H. SEPA:** *SEPA<sup>5</sup> Review must be completed on all amendment proposals and is described in Chapter 17E.050.*

1. **Grouping:** *When possible, the SEPA review process should be combined for related land use types or affected geographic sectors to better evaluate the proposals' cumulative impacts. This combined review process results in a single threshold determination for those related proposals.*
2. **DS:** *If a determination of significance (DS) is made regarding any proposal, that application will be deferred for further consideration until the next applicable review cycle to allow adequate time for generating and processing the required environmental impact statement (EIS).*

Staff Analysis: The application is under review in accordance with the State Environmental Policy Act (SEPA), which requires that the potential for adverse environmental impacts resulting from a proposal be evaluated during the decision-making process. On the basis of the information contained in the environmental checklist (see **Exhibit G**), written comments from local and State departments and agencies concerned with land development within the City, and a review of other information available to the Director of Planning Services, a Determination of Non-Significance was issued on September 16, 2024 (see **Exhibit H**).

The proposal satisfies this criterion.

**I. Adequate Public Facilities:** *The amendment must not adversely affect the City's ability to provide the full range of urban public facilities and services (as described in CFU 2.1 and CFU 2.2) citywide*

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<sup>5</sup> State Environmental Protection Act

*at the planned level of service, or consume public resources otherwise needed to support comprehensive plan implementation strategies.*

Staff Analysis: The proposal represents a change in land use plan map designation and zoning for a location already described for urban-scale development in the Comprehensive Plan. The nature of that potential development would change (low intensity residential to commercial) but the result on public facilities still represents urban development with similar impacts to urban services. To ensure that this proposal would not adversely affect the provision of public facilities, either existing or planned, the proposal was routed to City departments for review early in the application process. No comments were received from those departments stating adverse impacts on our systems or facilities would occur. No other evidence has been found to that effect either. Any subsequent development of the site will be subject to a concurrency determination pursuant to SMC 17D.010.020.

The proposal satisfies this criterion.

- J. UGA:** *Amendments to the urban growth area boundary may only be proposed by the City Council or the mayor of Spokane and shall follow the procedures of the countywide planning policies for Spokane County.*

Staff Analysis: The proposals do not include an expansion to the UGA.

This criterion does not apply.

**K. Demonstration of Need:**

- 1. Policy Adjustments:** *Proposed policy adjustments that are intended to be consistent with the comprehensive plan should be designed to provide correction or additional guidance so the community's original visions and values can better be achieved. The need for this type of adjustment might be supported by findings from feedback instruments related to monitoring and evaluating the implementation of the comprehensive plan.*

Staff Analysis: The proposals do not include a policy adjustment.

This criterion does not apply.

- 2. Map Changes:** *Changes to the land use plan map (and by extension, the zoning map) may only be approved if the proponent has demonstrated that all of the following are true:*

- a.** *The designation is in conformance with the appropriate location criteria identified in the comprehensive plan (e.g., compatibility with neighboring land uses, proximity to arterials, etc.);*

Staff Analysis: The primary Comprehensive Plan policy that guides the location of General Commercial uses is LU 1.8, General Commercial Uses. LU 1.8 states that general commercial uses should be directed to “to Centers and Corridors designated on the Land Use Plan Map.”<sup>6</sup> This proposal is not located in or near a Center or Corridor. However, LU 1.8 also includes an exception to this

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<sup>6</sup> Shaping Spokane, the Comprehensive Plan for the City of Spokane, page 3-12.

requirement, stating that “exceptions to the containment policy may be allowed for limited expansions adjacent to existing General Commercial areas located outside Centers and Corridors.”<sup>7</sup> The policy then states that the following factors should be considered in these cases:

. . . maintaining the minimum depth from an arterial street necessary for the establishment of a general commercial neighborhood business; avoiding intrusion where incompatible into established neighborhoods; and implementing transitional land uses with the intent of protecting neighborhood character.<sup>8</sup>

The proposal is located outside any designated Centers or Corridors. While it is adjacent to existing General Commercial designations to the south, all other boundaries are either Residential Low or Office. Regardless, this location is technically “adjacent to existing General Commercial areas.” Regarding depth from the arterial, if the additional properties requested by the applicant are considered, the proposal would create a new area of General Commercial that is a maximum 490 feet from the centerline of Sunset Highway. This distance reduces significantly westward from Assembly Rd, as Sunset Highway begins a sloping turn northward. The minimum distance from Sunset that this proposal represents is 280 feet. This depth is not a deliberate choice to ensure compatibility or function of the general commercial area, rather it represents the physical bounds of the property owned by the applicant. Furthermore, Policy LU 1.8 does not provide any guidance as to how much distance from an arterial is necessary, rather that the City merely “consider” the distance as a factor in the decision.

Regarding intrusion into incompatible neighborhoods and transitional uses, the existing area’s condition as almost entirely undeveloped should be taken into consideration. What development there is north of the proposal and west of Assembly Rd. is limited to rural scale, low-intensity residential uses that pre-date the inclusion of these properties in the City. The proposal would not provide any transitional land uses in this location.

Existing uses north of the proposal but east of Assembly are largely of a multi-family residential nature, serving as a transition between general commercial uses as proposed and more low-intensity residential further north.

Approval of this proposal as it stands would result in Residential Low areas being located immediately adjacent to General Commercial areas. Furthermore, if this proposal were adopted but the proposal immediately adjacent to the east were not approved, the result would be an island of low intensity residential uses

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<sup>7</sup> Ibid., page 3-13.

<sup>8</sup> Ibid.

completely surrounded by General Commercial uses. See the staff report for File Z23-478COMP for more on this potential impact.

Regardless, the applicant's proposal here does not include any transition between General Commercial and Residential Low found in properties north and west of this location. Similar to the intrusion question in previous paragraphs, policy LU 1.8 does not *require* transitional use, only that the City consider them as a factor when approving or denying such a request. The maximum number of existing homes that would be directly impacted by the placement of commercial uses adjacent to their properties is approximately three—the two single-family homes located north of the proposal and the one more than 500 feet to the west. However, the lands to the west and north remain designated for low intensity residential use so any new homes in these locations would also be potentially impacted by the proximity to general commercial uses on the applicant's property.

The policy language in LU 1.8 provides for the opportunity to place General Commercial land uses outside Centers and Corridors. While it includes certain topics to "consider," the policy does not provide specific guidance as to how those topics should inform the decision. Accordingly, staff cannot provide a determination as to whether the proposal meets this criterion or not. As such, staff requests that Plan Commission provide input and a determination as to the proposal's relationship with Policy LU 1.8 when considering their recommendation on this project at the hearing stage.

**b.** *The map amendment or site is suitable for the proposed designation.*

Staff Analysis: This location has been planned for urban-scale development since it was added to the City in 1962 and 2012. The relatively undeveloped state of these properties does not point to a condition that would prevent physical development on this site—in fact there has been development on some of the properties in the past, development that has since been demolished. Accordingly, there is no substantial sign that these properties cannot be developed in a manner proposed by the applicant.

**c.** *The map amendment implements applicable comprehensive plan policies and subarea plans better than the current map designation.*

Staff Analysis: See the discussion under K.2 above. While the relationship of this proposal with the location criteria in the Comprehensive Plan remains unclear, there are other factors in play. Firstly, the proposal is located along a principal arterial in an area of ongoing commercial development and use. While impacts to adjacent residential uses to the north and west should be considered, more intense development along arterials and future high-performance transit routes such as Sunset Highway are supported by the Comprehensive Plan (e.g policy LU 4.6, Transit Oriented Development) However, there remain multiple statements in the Comprehensive Plan that seek to maximize compatibility between new

development and existing uses (e.g. LU 5.5, Compatible Development). As such, the relationship of this proposal to the implementation of the overall Comprehensive Plan vision and strategy remains unclear.

Staff expresses no opinion whether the proposal meets this criterion.

- 3. Rezones, Land Use Plan Amendment:** *Corresponding rezones will be adopted concurrently with land use plan map amendments as a legislative action of the city council. If policy language changes have map implications, changes to the land use plan map and zoning map will be made accordingly for all affected sites upon adoption of the new policy language. This is done to ensure that the comprehensive plan remains internally consistent and to preserve consistency between the comprehensive plan and supporting development regulations.*

Staff Analysis: If this proposal is adopted by City Council, changes will occur concurrently between the Land Use Plan Map in the Comprehensive Plan and the Zoning Map.

The proposal satisfies this criterion.

## VII. CONCLUSION

The proposals have been processed and considered according to the requirements of the Spokane Municipal Code. Staff defers to the Plan Commission to make a determination at the time of the hearing as to the consistency of the original applicant's proposal with the final criteria for comprehensive plan amendments as provided in SMC 17G.020.030.

Following the close of public testimony and deliberations regarding conclusions with respect to the review criteria and decision criteria detailed in SMC Chapter 17G.020, Plan Commission will need to make a recommendation to City Council for approval or denial of the requested amendment to the Land Use Plan map of the City's Comprehensive Plan.

## VIII. STAFF RECOMMENDATION

Staff has **no recommendation** for the proposal.

## IX. LIST OF EXHIBITS

- A. Aerial Photos
- B. Existing and Proposed Land Use Plan Map
- C. Existing and Proposed Zoning Map
- D. Application Notification Area
- E. List of Relevant Comp Plan Policies
- F. Application Materials
- G. SEPA Checklist
- H. SEPA Determination of Non-Significance
- I. Agency Comments
- J. Public Comments
- K. Legal Descriptions of Affected Parcels



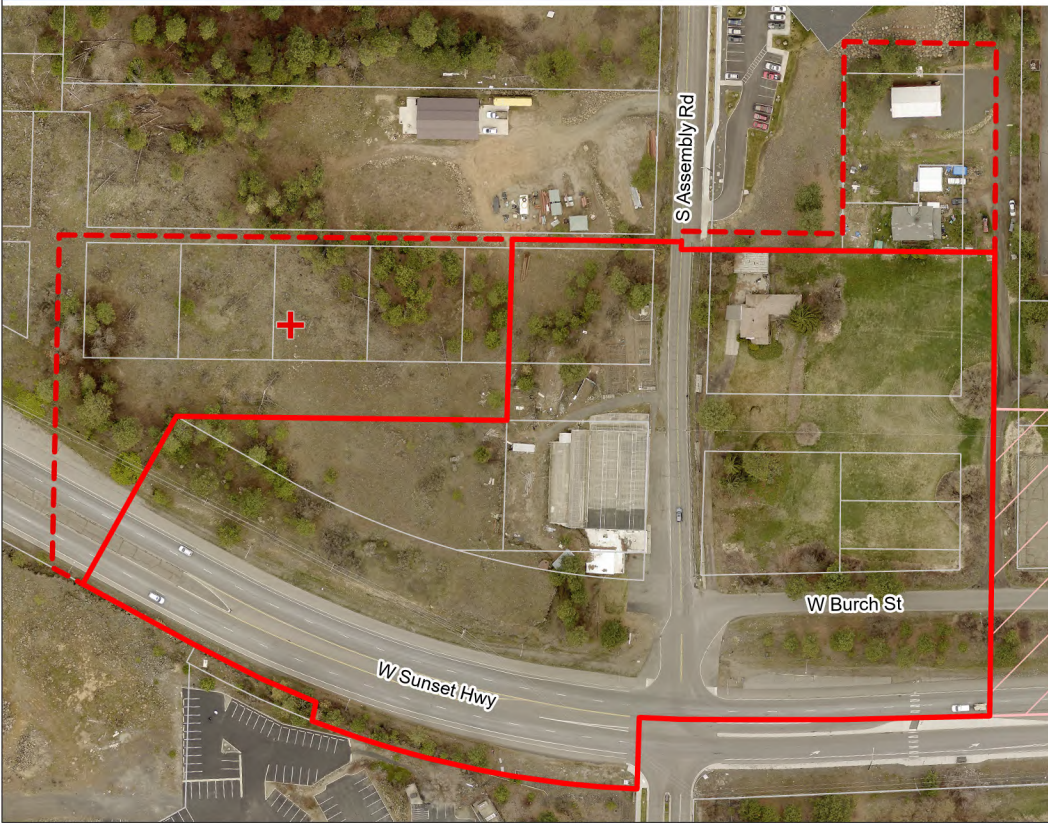


# Exhibit A: Aerial Photos



**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.

### Detailed Aerial Photo (2022)



-  Application Area
-  Other Application\*
-  Expansion Areas

**+** This expansion area was requested by the applicant after docketing was complete--its inclusion is subject to Plan Commission/City Council approval.

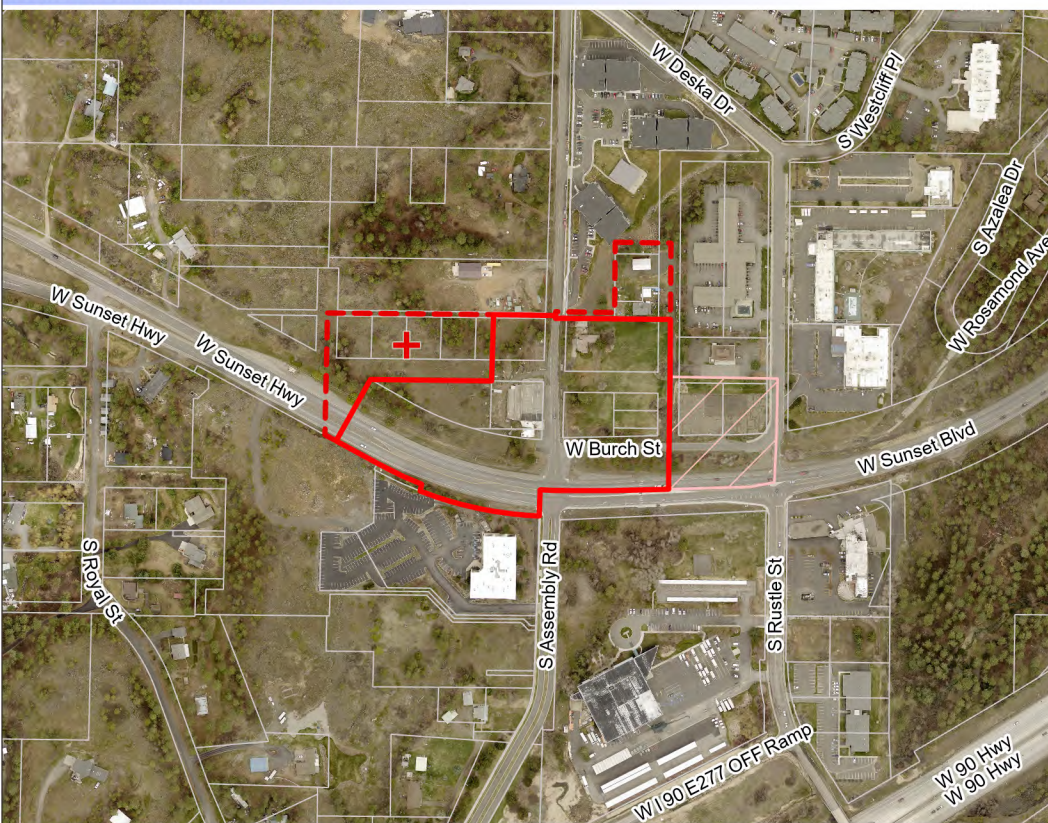
**Agent:** Land Use Solutions & Entitlement

- Parcels:** 25236.0057 25271.0404  
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 25236.0312 25271.0407  
 25236.0401 25271.0408  
 25236.0402 25271.0501  
 25236.0403 25271.0502  
 25236.0405 25271.0504  
 25271.0403

**Size:** 5.22 acres  
(Size is Approximate)

**Note:** This application is located adjacent to another proposal by a another applicant. See **File Z23-477COMP** for details as to the adjacent application.

### Wide Area Aerial Photo (2022)



### Project Location







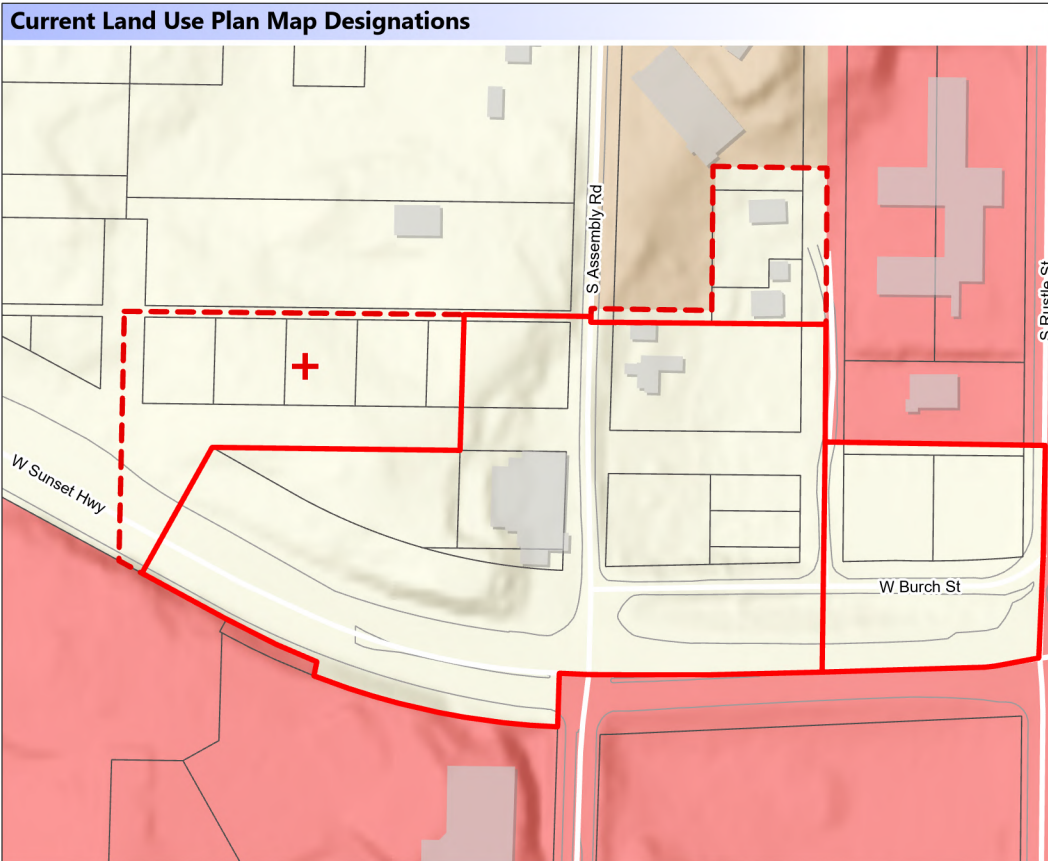
# Exhibit B: Land Use Plan Map Changes

Department of Planning & Economic Development



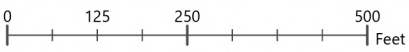
Draw Date: 4/8/2024

**THIS IS NOT A LEGAL DOCUMENT**  
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- Project Area
  - Expanded Area
  - Parcel
  - Buildings
  - Curb Line
- Land Use Plan Designation**
- Residential Low
  - Office
  - General Commercial

**+** This expansion area was requested by the applicant after docketing was complete--its inclusion is subject to Plan Commission/City Council approval.



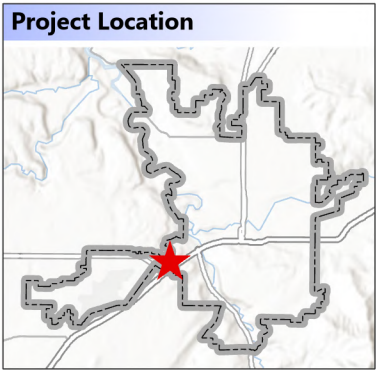
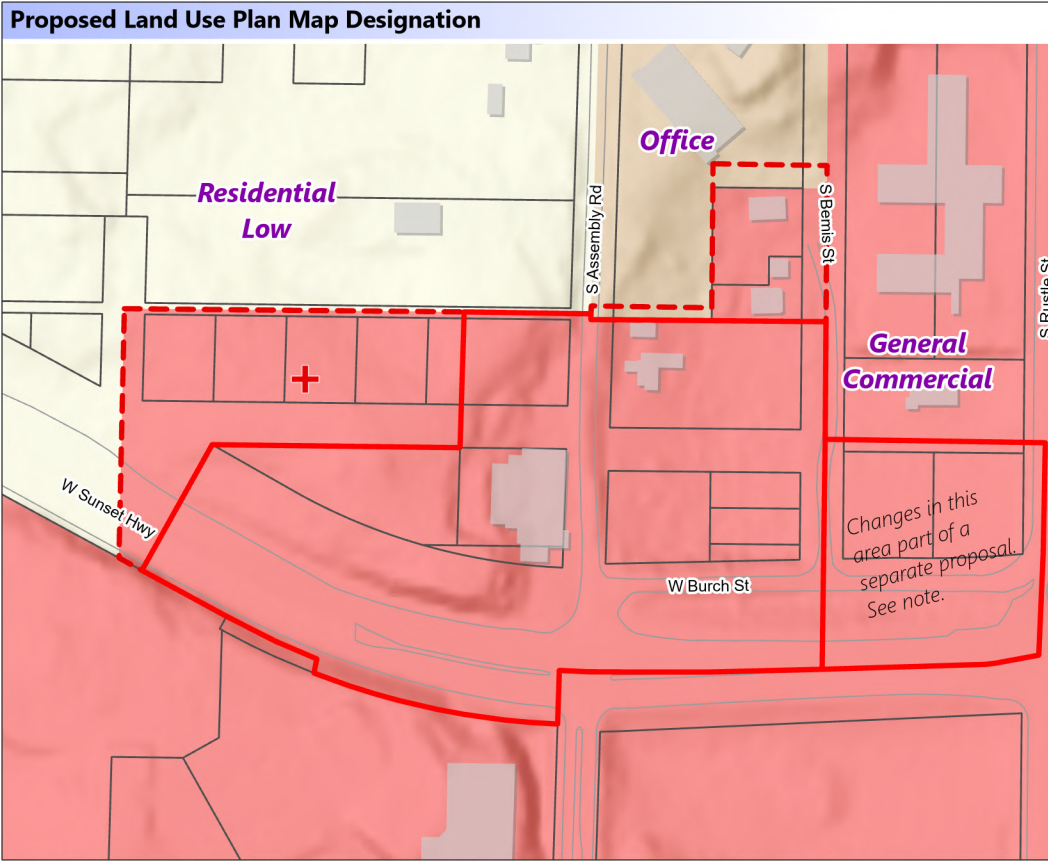
Drawing Scale: 1:3,200

**Agent:** Land Use Solutions & Entitlement

- Parcels:** 25236.0057 25271.0404  
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 25236.0401 25271.0408  
 25236.0402 25271.0501  
 25236.0403 25271.0502  
 25236.0405 25271.0504  
 25271.0403

**Size:** 5.22 acres  
(Size is Approximate)

**Note:** This application is located adjacent to another proposal by a another applicant. See **File Z23-477COMP** for details as to the adjacent application.





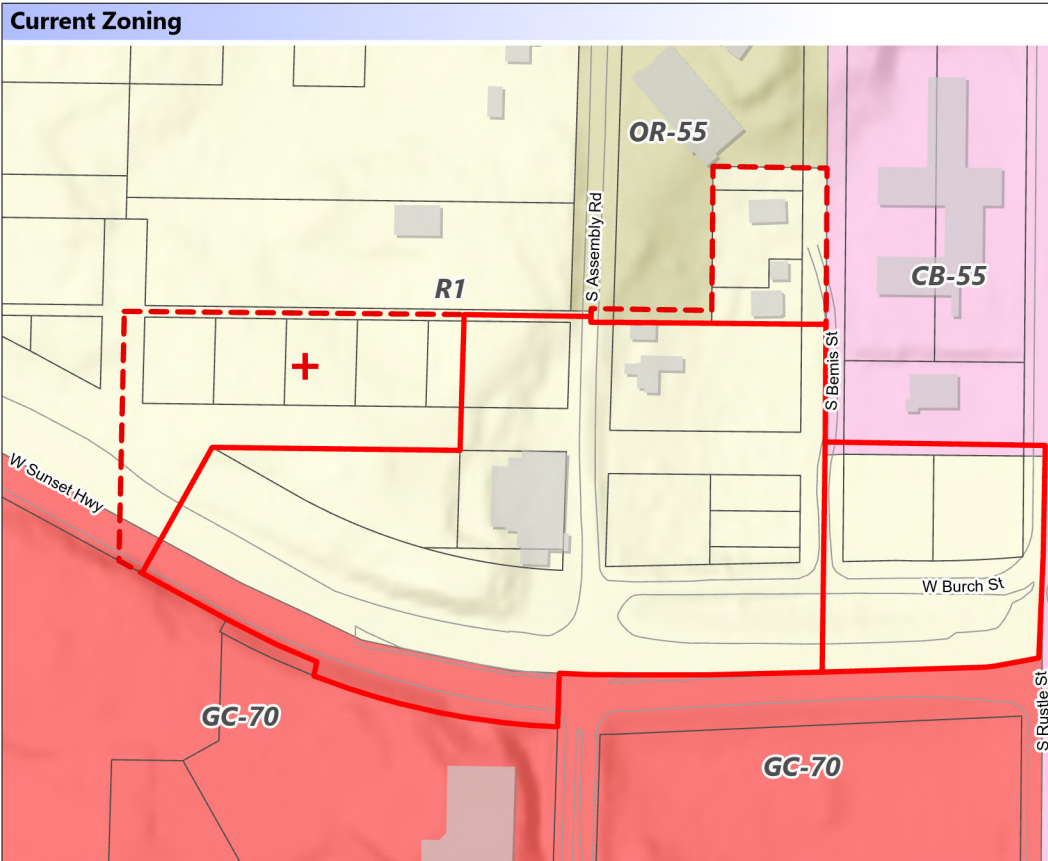


# Exhibit C: Zoning Changes

Department of Planning & Economic Development



**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.

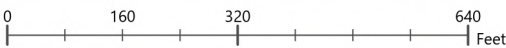


- Project Area
- Expansion Area
- Buildings
- Parcel
- Curb Line

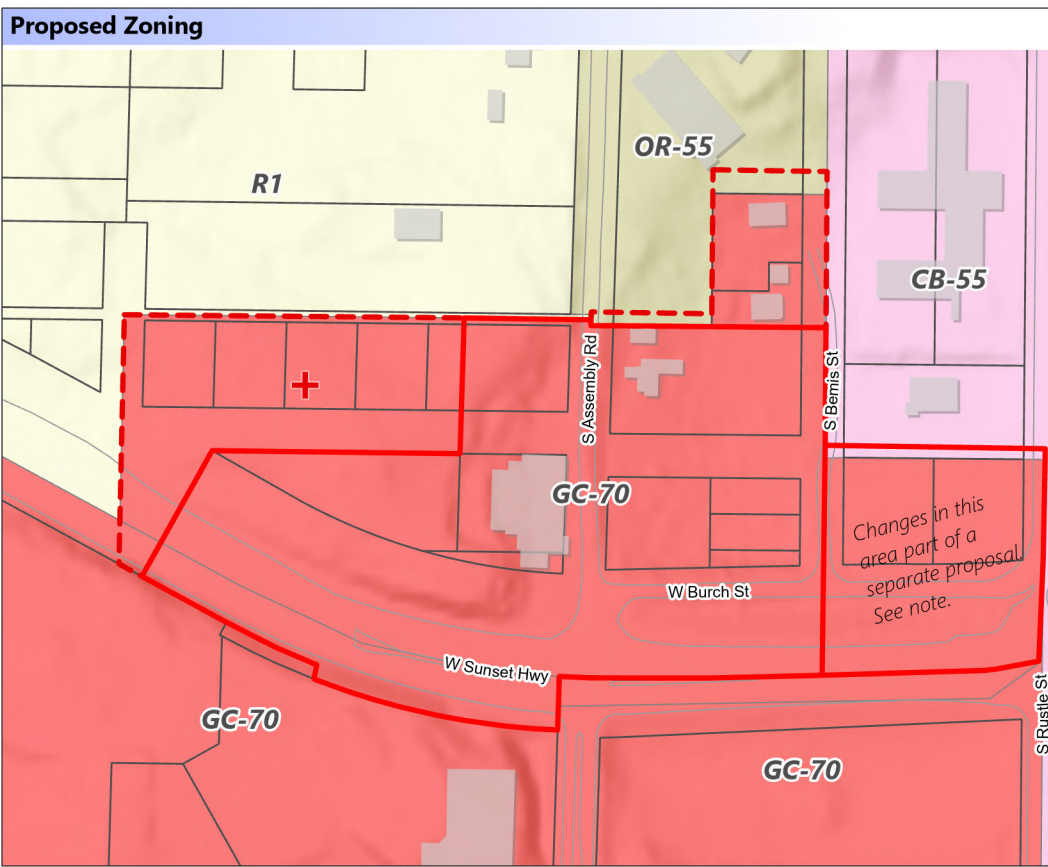
### Zoning

- Community Business
- General Commercial
- Office Retail
- Residential 1

**+** This expansion area was requested by the applicant after docketing was complete--its inclusion is subject to Plan Commission/City Council approval.



Drawing Scale: 1:3,200

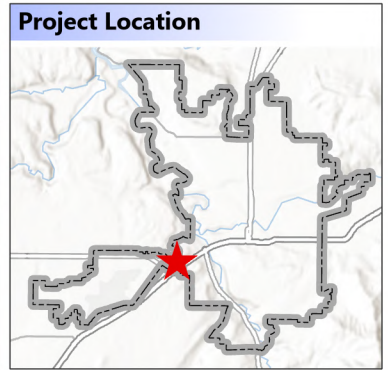


**Agent:** Land Use Solutions & Entitlement

- Parcels:** 25236.0057 25271.0404  
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 25236.0401 25271.0408  
 25236.0402 25271.0501  
 25236.0403 25271.0502  
 25236.0405 25271.0504  
 25271.0403

**Size:** 5.22 acres  
(Size is Approximate)

**Note:** This application is located adjacent to another proposal by a another applicant. See **File Z23-477COMP** for details as to the adjacent application.







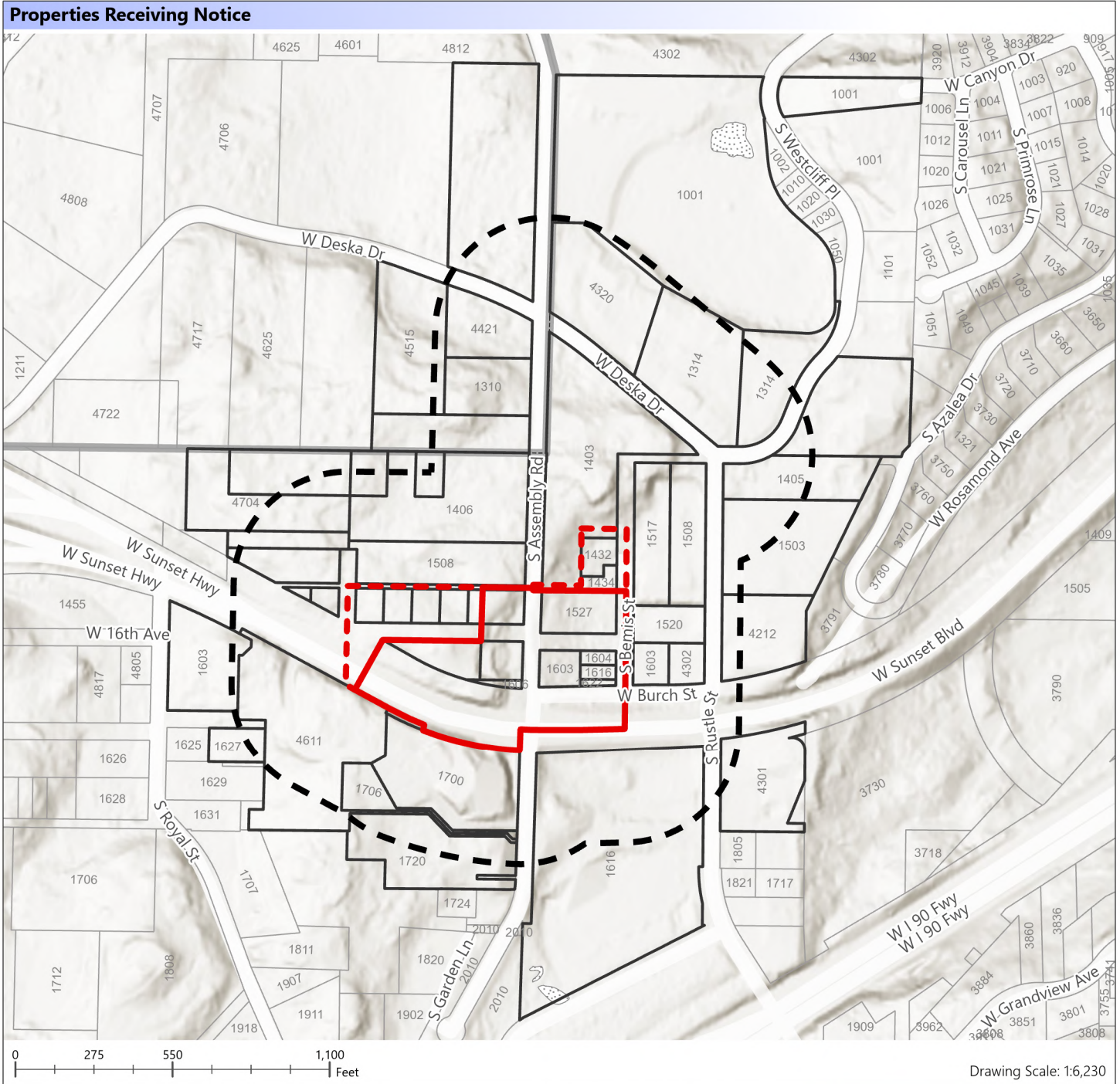
# Notification Map - Comprehensive Plan Amendment

Department of Planning & Economic Development

Draw Date: 5/30/2024

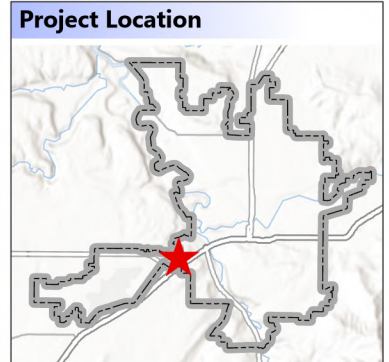


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The information shown on this map is compiled from various sources and is subject to constant revision. Information shown on this map should not be used to determine the location of facilities in relationship to property lines, section lines, streets,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



**Applicant:** Land Use Solutions & Entitlement  
**Parcels:** 25236.0057, 25271.0404, 25236.0305, 25271.0405, 25236.0311, 25271.0406, 25236.0312, 25271.0407, 25236.0401, 25271.0408, 25236.0402, 25271.0501, 25236.0403, 25271.0502, 25236.0405, 25271.0504, 25271.0403  
**Size:** 5.22 acres (Size is Approximate)

- 400' Notification Area
- Original Proposal
- Also Under Consideration
- Parcels
- City Limits



**This Proposal Would:** Amend the Land Use Plan Map designation and Zoning for 17 parcels in the West Hills Neighborhood. Parcels outlined in bold will receive notice of the proposal and the eventual Plan Commission hearing. Numbers indicate the parcel address.



## Comprehensive Plan Policies Related to the Proposal

The following goals and policies are taken directly from the Comprehensive Plan and comprise those goals and policies that staff feels bears most directly on the proposal. The entire Comprehensive Plan is available for review and consideration at [www.shapingspokane.org](http://www.shapingspokane.org) as well.

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### LU 1 CITYWIDE LAND USE

**Goal: Offer a harmonious blend of opportunities for living, working, recreation, education, shopping, and cultural activities by protecting natural amenities, providing coordinated, efficient, and cost effective public facilities and utility services, carefully managing both residential and non-residential development and design, and proactively reinforcing downtown Spokane’s role as a vibrant urban center.**

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#### LU 1.1 Neighborhoods

*Utilize the neighborhood concept as a unit of design for planning housing, transportation, services, and amenities.*

**Discussion:** Neighborhoods generally should have identifiable physical boundaries, such as principal arterial streets or other major natural or built features. Ideally, they should have a geographical area of approximately one square mile and a population of around 3,000 to 8,000 people. Many neighborhoods have a Neighborhood Center that is designated on the Land Use Plan Map. The Neighborhood Center, containing a mix of uses, is the most intensive activity area of the neighborhood. It includes higher density housing mixed with neighborhood-serving retail uses, transit stops, office space, and public or semi-public activities, such as parks, government buildings, and schools.

A variety of compatible housing types are allowed in a neighborhood. The housing assortment should include higher density residences developed in the form of small scale apartments, townhouses, duplexes, and rental units that are accessory to single-family homes, as well as detached single-family homes.

A coordinated system of open space, nature space, parks, and trails should be furnished with a neighborhood park within walking distance or a short transit ride of all residences. A readily accessible elementary school should be available for neighborhood children. Neighborhood streets should be narrow and tree-lined with pedestrian buffer strips (planting strips) and sidewalks. They should be generally laid out in a grid pattern that allows easy access within the neighborhood. Alleys are used to provide access to garages and the rear part of lots. Pedestrian amenities like bus shelters, benches, and fountains should be available at transit stops.

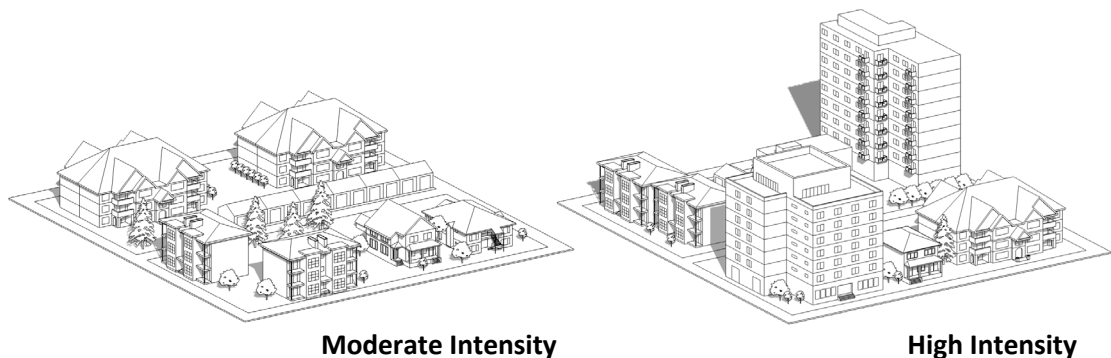




for goods and services at a level to sustain more intense commercial development. Residential uses in and around Centers generally consist of multi-story condominiums and apartments. In some cases, smaller-scale residential development may be interspersed among those higher intensity uses, but generally uses of higher scale and height should predominate in these areas, especially as proximity to designated Centers or Corridors increases. Likewise, residential development should increase in height, mass, and lot coverage as properties are located closer to commercial areas or where employment is higher.

To ensure that the market for higher intensity residential use is directed to Centers, future housing of higher scale and form is generally limited in other areas. Whenever more intense residential uses are proposed outside the general vicinity of Centers and Corridors, topics such as the proximity of those areas to uses like commercial or downtown uses should be considered. Design and site requirements should be considered that minimize conflict between these areas and other uses.

The following graphics are provided as a conceptual guide to different intensities envisioned by this policy. These are schematic representations of possible development intensities and are not intended to call for specific structure designs or architectural details.



For specific guidance as to the two Land Use Plan Map designations guided by this policy—"Residential Moderate" and "Residential High"—see Section 3.4 below.

*Policy LU 1.4 amended by Ordinance C36414 on September 7, 2023.*

## **LU 1.8 General Commercial Uses**

*Direct new General Commercial uses to Centers and Corridors designated on the Land Use Plan Map.*

**Discussion:** General Commercial areas provide locations for a wide range of commercial uses. Typical development in these areas includes freestanding business sites and larger grouped businesses (shopping centers). Commercial uses that are auto-oriented and include outdoor sales and warehousing are also allowed in this designation. Land designated for General Commercial use is usually located at the intersection of or in strips along principal arterial streets. In many areas such as along Northwest Boulevard, this designation is located near residential neighborhoods.

To address conflicts that may occur in these areas, zoning categories should be implemented that limit the range of uses, and site development standards should be adopted to minimize detrimental impacts on the residential area. New General Commercial areas should not be designated in locations outside

Centers and Corridors. Existing commercial strips should be contained within their current boundaries with no further extension along arterial streets allowed.

However, recognizing existing investments, and given deference to existing land-use patterns, exceptions to the containment policy may be allowed for limited expansions adjacent to existing General Commercial areas located outside Centers and Corridors. The factors to consider in such adjacent expansions include: maintaining the minimum depth from an arterial street necessary for the establishment or expansion of a general commercial neighborhood business; avoiding intrusion where incompatible into established neighborhoods; and implementing transitional land uses with the intent of protecting neighborhood character.

Areas designated General Commercial within Centers and Corridors are encouraged to be developed in accordance with the policies for Centers and Corridors. Through a neighborhood planning process for the Center, these General Commercial areas will be designated in a land use category that is appropriate in the context of a Center and to meet the needs of the neighborhood.

Residential uses are permitted in these areas. Residences may be in the form of single-family homes on individual lots, upper-floor apartments above business establishments, or other higher density residential uses.

*Policy LU 1.8 amended by Ordinance C35842 on January 17, 2020.*

#### **LU 4.6 Transit-Supported Development**

*Encourage transit-supported development, including a mix of employment, residential, and commercial uses, adjacent to high-performance transit stops.*

**Discussion:** People are more likely to take transit to meet their everyday travel needs when transit service is frequent, at least every 15 minutes. Mixed-use development in these areas will enable less reliance on automobiles for travel, reduce parking needs, and support robust transit ridership. Land use regulations and incentives will encourage this type of development along high-performance transit corridors.

Transit-supported development should be encouraged through the application of development incentives, enhanced design measures, streetscape standards, parking standards, and potential changes in density and use. Each of these measures should be developed through a sub-area planning (or similar) process as each high-performance transit line is planned and developed. These sub-area planning processes should include neighborhood and stakeholder involvement and public participation processes to ensure that site-specific and neighborhood-context issues are addressed and benefits are maximized.

*Policy LU 4.6 amended by Ordinance C35841 on January 17, 2020.*

#### **LU 5.5 Compatible Development**

*Ensure that infill and redevelopment projects are designed to be compatible with and complement surrounding uses and building types.*

**Discussion:** New infill development and redevelopment should be designed and planned to seek compatibility with its location. Consideration should be given to multiple scales of compatibility, from

the site on which the use will be constructed to the wider area in which it will reside. New development or redevelopment should also seek to complement and enhance the existing neighborhood where possible by expanding the choices available in the area and improving the use and form of the area in which it is located. For example, middle housing types provide for increased diversity in scale and form while also maintaining a high level of compatibility with existing residential neighborhoods, especially in those areas where only one housing type was previously available.

*Policy LU 5.5 amended by Ordinance C35841 on January 17, 2020.*

### 3.4 DESCRIPTION OF LAND USE DESIGNATIONS

The following land use plan map designations are necessary for development and growth in the city to achieve the vision and values discussed at the beginning of the chapter. These land use designations are shown on the following map, LU-1 Land Use Plan Map, which apply the requirements of land use and the goals and policies of the Comprehensive Plan to the physical environment, describing the types of development expected in each area. The overall strategy, as described above, is that development mass, height, and lot coverage be concentrated in focused growth areas (Centers and Corridors) while the remaining parts of the city remain occupied by lower intensity uses. Furthermore, future changes to the land use plan map should seek to achieve a transition between areas of lower and higher development mass and form and should avoid locations where the lowest intensity uses immediately transition to the highest intensity uses.

There is expected to be some variation in residential zones within each residential land use plan map designation. Contextual factors such as proximity to services, transportation options, and existing land use patterns should be considered when assigning a zoning category.

The land use designations and their general characteristics are as follows:

**Residential Low:** The Residential Low land use designation should focus on a range of housing choices built at the general scale and height of detached houses. This includes both detached and attached homes and housing categorized as middle housing (duplex, triplex, etc.). Combinations of these types should also be allowed, such as a duplex with an accessory dwelling unit. Other non-residential uses should be allowed conditionally, provided they integrate into the nature and context of the neighborhood. This would include uses such as schools, places of worship, grocery, small-format retail and medical services, and other resident serving uses.

Residential Low areas are appropriate in parts of the city where amenities and services are scaled for a lower level of development intensity.

**Residential Plus:** Uses in the Increased Intensity Residential designation are largely similar in type to low intensity residential areas. However, the overall development scale of those uses should be slightly higher, including possible design allowances like increased lot coverage, height, and other similar design requirements. The intent of Increased Intensity Residential areas is to provide a gradual increase in intensity, height, and overall context as the lower intensity areas transition into the more intense uses found in Centers and Corridors or significant commercial areas.

Residential Plus areas are appropriate whenever predominately lower scale residential is located near or around more intense uses like commercial locations or designated Centers and Corridors. Factors to be

considered in designating such areas should include proximity to arterials and collectors, availability of transit, the nearness of more intense development, available capacity in systems and infrastructure, and any other factors that help ensure the proposed land use designation integrates well into the existing built environment.

Development allowed in these areas is expected to be larger in form (height, lot coverage, etc.) than those in the Low Intensity Residential areas, while still maintaining a high level of continuity and consistency between the two less intense residential areas.

**Residential Moderate:** Residential Moderate areas provide increased intensity of development more appropriate to areas in the vicinity of designated Centers and Corridors and those served by substantial commercial or employment opportunities. The typical type of residential development appropriate to this designation include larger apartment buildings while also including a mix of the lower intensity areas where warranted. Example apartment types include the three-floor walkup and traditional apartment complexes as well as larger townhome and condo complexes. If neighborhood serving uses are included, such as places of worship or community centers, those non-residential uses can be of a higher scale and intensity than those conditionally permitted in Low and Increased Intensity Residential areas.

Residential Moderate uses should be generally limited to within moderate walking distance of a Center, Corridor, or major employment/commercial area. Placement of Moderate Residential outside walking distance of these more intense areas is acceptable if sufficient rationale exists to place them further out—such as proximity to high-capacity or frequent transit service (aka Transit Oriented Development).

**Residential High:** The Residential High designation allows for the highest intensity of residential uses, including construction types found in the Moderate Intensity Residential designation but also including taller and more intense apartment complexes. High Intensity Residential areas are intended to focus residential intensity in the near vicinity of downtown and other Centers and Corridors in the city, where sufficient services and employment opportunities exist nearby. A focus on accessibility, walkability, and equitable housing provisions should be provided in this area, including incentives and other bonuses for more affordable/attainable units as these areas are also located near to services and essential facilities like frequent transit.

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## H 1 HOUSING CHOICE AND DIVERSITY

**Goal: Provide opportunities for a variety of housing types that is safe and affordable for all income levels to meet the diverse housing needs of current and future residents.**

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### H 1.4 Use of Existing Infrastructure

*Direct new residential development into areas where community and human public services and facilities are available.*

**Discussion:** Using existing services and infrastructure often reduces the cost of creating new housing. New construction that takes advantage of existing services and infrastructure conserves public resources that can then be redirected to other needs such as adding amenities to these projects.

## H 1.7 Socioeconomic Integration

*Promote socioeconomic integration throughout the city.*

**Discussion:** Socioeconomic integration includes people of all races, color, religion, sex, national origin, handicap, disability, economic status, familial status, age, sexual orientation, or other arbitrary factors. Often, housing affordability acts as a barrier to integration of all socioeconomic groups throughout the community.

## H 1.9 Mixed-Income Housing

*Encourage mixed-income developments throughout the city.*

**Discussion:** Mixed-income housing provides housing for people with a broad range of incomes on the same site, development, or immediate neighborhood. Mixed-income housing provides socio-economic diversity that enhances community stability and ensures that low-income households are not isolated in concentrations of poverty.

## H 1.11 Access to Transportation

*Encourage housing that provides easy access to public transit and other efficient modes of transportation.*

**Discussion:** Transportation is the second largest expenditure after housing and can range from 10 to 25 percent of household expenditures. Examining where housing is located and the associated transportation costs may provide a more realistic evaluation of housing affordability in the future.

## H 1.18 Distribution of Housing Options

*Promote a wide range of housing types and housing diversity to meet the needs of the diverse population and ensure that this housing is available throughout the community for people of all income levels and special needs.*

**Discussion:** A variety of housing types should be available in each neighborhood. Diversity includes styles, types, size, and cost of housing. Many different housing forms can exist in an area and still exhibit an aesthetic continuity. Development of a diversity of housing must take into account the context of the area and should result in an improvement to the existing surrounding neighborhood.

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## H 2 HOUSING QUALITY

**Goal: Improve the overall quality of the City of Spokane's housing.**

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## H 2.4 Linking Housing With Other Uses

*Ensure that plans provide increased physical connection between housing, employment, transportation, recreation, daily-needs services, and educational uses.*

**Discussion:** The location of housing in relation to other land uses is a part of what determines the quality of housing. The desirability and viability of housing changes for different segments of the community, based on an area's mix of land uses. As complementary land uses become spread further apart, transportation options decrease while transportation costs increase. These added transportation costs reduce the amount of household income available for housing and other household needs. This affects



lower-income households first. In urban areas, basic services, such as grocery stores, public transportation, and public parks, should be available within a mile walk of all housing.

### **DP 1.2 New Development in Established Neighborhoods**

*Encourage new development that is of a type, scale, orientation, and design that maintains or improves the character, aesthetic quality, and livability of the neighborhood.*

**Discussion:** New development should be compatible with the context of the area and result in an improvement to the surrounding neighborhood.

### **DP 2.12 Infill Development**

*Encourage infill construction and area redevelopment that complement and reinforce positive commercial and residential character.*

**Discussion:** Infill construction can benefit the community when done in a manner that improves and does not detract from the livability of the neighborhood and the desirable design character of the area.

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## **N 2 NEIGHBORHOOD DEVELOPMENT**

**Goal: Reinforce the stability and diversity of the city's neighborhoods in order to attract long-term residents and businesses and to ensure the city's residential quality, cultural opportunities, and economic vitality.**

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### **Policies**

#### **N 2.1 Neighborhood Quality of Life**

*Ensure that neighborhoods continue to offer residents transportation and living options, safe streets, quality schools, public services, and cultural, social, and recreational opportunities in order to sustain and enhance the vitality, diversity, and quality of life within neighborhoods.*

**Discussion:** Spokane enjoys a rich variety of living opportunities within its individual neighborhoods, each with its unique character. Maintaining and enhancing our neighborhood assets is key to providing stability within neighborhoods and Spokane citizens with a prolonged sense of pride.

# City of Spokane

Planning Services  
Department



# General Application

**DESCRIPTION OF PROPOSAL:**

Comprehensive Plan Amendment and zone change from R 4-10 and RSF to GC and GC-70

**ADDRESS OF SITE OF PROPOSAL:** (if not assigned yet, obtain address from Public Works before submitting application)  
1604, 1616, 1622 S Bemis; 1527, 1603, 1606 S Assembly

**APPLICANT:**

**Name:** Land Use Solutions & Entitlement  
**Address:** 9101 N Mt. View Lane Spokane WA 99218  
**Phone (home):** 509-435-3108 **Phone (work):** Same  
**Email address:** dhume@spokane-landuse.com

**PROPERTY OWNER:**

**Name:** WJL, LLC C/O Adrian Lawson  
**Address:** 621 W Mallon Avenue Suite 509 Spokane WA 99201  
**Phone (home):** **Phone (work):** 509-710-8872  
**Email address:** adrian@aacdi.com

**AGENT:**

**Name:** Dwight Hume  
**Address:** 9101 N Mt. View Lane Spokane WA 99218  
**Phone (home):** **Phone (work):** 509-435-3108  
**Email address:** dhume@spokane-landuse.com

**ASSESSOR'S PARCEL NUMBERS:**

25262.0401, 0402, 0403, 0405; 25262.0305; 25271.0408; 25271.0501, 0502, 0504

**LEGAL DESCRIPTION OF SITE:**

See Attached

**SIZE OF PROPERTY:**

1.68 + 1.65 = 3.33 acres \* Does not include unbuilt streets

**LIST SPECIFIC PERMITS REQUESTED IN THIS APPLICATION:**

Comprehensive Plan Map amendment and zone change from R 4-10 and RSF to GC and GC-70



## Legal Description

Lots 10-15, Block 3 Garden Springs Addition; and

Lots 1-2 Block 4 Garden Springs Addition, and all that portion of Lot 3, Block 4, lying north of Sunset Hwy; together with, Lots 23-24 Block 4 and all that portion of Lot 22, Block 4, lying north of Sunset Hwy.

Together with:

Lots 22,23,24 Block 4 Argo Lilly Addition; and

Lots 1- 5 Block 5 Argo Lilly Addition, lying north of Sunset Hwy, together with vacated 16 ft. strip south of and adjacent thereto; and,

Lots 6-10, Block 5 Argo Lilly Addition, lying north of Sunset Highway; and

That portion of Lots 21,22,23,24, Block 5 Argo Lilly Addition, lying north of Sunset Highway.

End of Legal Description



**DESCRIPTION OF THE PROPOSED AMENDMENT** Please check the appropriate box(es):

- |   |   |
|---|---|
| <input type="checkbox"/> Comprehensive Plan Text Change | <input checked="" type="checkbox"/> Land Use Designation Change |
| <input type="checkbox"/> Regulatory Code Text Change    | <input type="checkbox"/> Area-wide Rezone                       |

**Please respond to these questions on a separate piece of paper. Incomplete answers may jeopardize your application's chances of being reviewed during this amendment cycle.**

1. Summarize the general nature of the proposed amendment.
2. Why do you feel this change is needed?
3. In what way(s) is your proposal similar to or different from the fundamental concepts contained in comprehensive plan?
4. For text amendments: What goals, policies, regulations or other documents might be changed by your proposal?
5. For map amendments:
  - a. What is the current Land Use designation and zoning for each affected parcel?
  - b. What is the requested Land Use designation and zoning for each affected parcel?
  - c. Describe the land uses surrounding the proposed amendment site(s); e.g., land use type, vacant/occupied, etc.
6. Do you know of any existing studies, plans or other documents that specifically relate to or support your proposal?
7. Why did you decide to pursue a comprehensive plan amendment rather than address your concern through some other aspect of the Planning Services department's work program (e.g., neighborhood planning, public input on new regulations, etc.)?
8. Has there been a previous attempt to address this concern through a comprehensive plan amendment?

Yes       No

If yes, please answer the following questions:

- a. When was the amendment proposal submitted?
- b. Was it submitted as a consistent amendment or an inconsistent amendment?
- c. What were the Plan Commission recommendation and City Council decision at that time?
- d. Describe any ways that this amendment proposal varies from the previously considered version.

## Comprehensive Plan Pre-Application Supplement

### General Questions:

- 1) Summarize the general nature of the proposed amendment.

*To change the current land use category from R 4-10 to GC on vacant land located both, east and west of Assembly at Sunset and lying along the north side of W. Burch St. and to request GC-70 zoning on all parcels.*

*The portion lying west of Assembly is the location of the former Sunset Florist and Greenhouse, now vacant and is four parcels totaling, 1.65 acres. The portion lying east of Assembly consists of 5 parcels and totals 1.68 acres.*

*Neither portion includes future vacated rights of way. Which the owner intends to include in the future development of these parcels.*

*The purpose of the GC-70 zone is to allow possible retail and high rise residential due to the variable terrain limiting development potential.*

- 2) Why do you feel this change is needed?

*The R 4-10 designation is no longer the highest and best use of the property. The easterly portion is designated General Commercial, as is th land located south of the subject across Sunset Highway. The area formerly used for Sunset Florist was never residential and adjoins the intersection of Assembly and Sunset with a high-rise office building at the SWC of said intersection. Rock outcroppings will remain undevelopable and serve as a buffer to the west.*

- 3) In what way(s) is your proposal like or different from the fundamental concepts contained in comprehensive plan?

*The request is like the fundamental concepts of the comprehensive plan, as evidenced by the existence of the GC designation to the NE, E, SE and, south. All of that, including the subject, being served by Sunset Highway. It should be noted that Burch Street serves as an E/W frontage road to the request lying east of Assembly. Nevertheless, the vacant land lying along the south side of Burch Street, is owned by the state and is part of the Sunset Highway rights-of-way. So, for all intents and purposes, the subject property fronts the Sunset Highway with approximately 275 ft. of frontage.*

- 4) For text amendments: What goals, policies, regulations or other documents might be changed by your proposal? *Not Applicable to this request.*

- 5) For map amendments:

- a. What is the current Land Use designation and zoning for each affected parcel?

*R-4-10 and RSF zone*

- b. What is the requested Land Use designation and zoning for each affected parcel?

*General Commercial and GC-70 zone*

- c. Describe the land uses surrounding the proposed amendment site(s); e.g., land use type, vacant/ occupied, etc.

*North West: Vacant and Storage Building*

*North: Apartments*

*West: Vacant*

*East Apartments, and Hotels.*

*South: U-Haul Storage and Rental, Hotel and Office.*

6) Do you know of any existing studies, plans or other documents that specifically relate to or support your proposal? *No plans would affect this proposal*

7) Why did you decide to pursue a comprehensive plan amendment rather than address your concern through some other aspect of the Planning Services department's work program (e.g., neighborhood planning, public input on new regulations, etc.)?

*The CPA is the only means of changing the zone from RSF to GC-70.*

8) Has there been a previous attempt to address this concern through a comprehensive plan amendment? *No.*





# Comprehensive Plan or Land Use Code Amendment

## Application

**DESCRIPTION OF THE PROPOSED AMENDMENT** Please check the appropriate box(es):

*(Inconsistent Amendments will only be processed every other year beginning in 2005.)*

- |   |   |
|---|---|
| <input type="checkbox"/> Comprehensive Plan Text Change | <input checked="" type="checkbox"/> Land Use Designation Change |
| <input type="checkbox"/> Regulatory Code Text Change    | <input type="checkbox"/> Area-wide Rezone                       |

**Please respond to these questions on a separate piece of paper. Incomplete answers may jeopardize your application's chances of being reviewed during this amendment cycle.**

**1. General Questions (for all proposals):**

- a. Describe the nature of the proposed amendment and explain why the change is necessary.
- b. How will the proposed change provide a substantial benefit to the public?
- c. Is this application consistent or inconsistent with the Comprehensive Plan goals, objectives and policies? Describe and attach a copy of any study, report or data, which has been developed that supports the proposed change and any relevant conclusions. If inconsistent please discuss how the analysis demonstrates that changed conditions have occurred which will necessitate a shift in goals and policies.
- d. Is this application consistent or inconsistent with the goals and policies of state and federal legislation, such as the Growth Management Act (GMA) or environmental regulations? If inconsistent, describe the changed community needs or priorities that justify such an amendment and provide supporting documents, reports or studies.
- e. Is this application consistent with the Countywide Planning Policies (CWPP), the comprehensive plans of neighboring jurisdictions, applicable capital facilities or special district plans, the Regional Transportation Improvement District, and official population growth forecasts? If inconsistent please describe the changed regional needs or priorities that justify such an amendment and provide supporting documents, reports or studies.
- f. Are there any infrastructure implications that will require financial commitments reflected in the Six-Year Capital Improvement Plan?
- g. Will this proposal require an amendment to any supporting documents, such as development regulations, Capital Facilities Program, Shoreline Master Program, Downtown Plan, critical areas regulations, any neighborhood planning documents adopted after 2001, or the Parks Plan? If yes, please describe and reference the specific portion of the affected plan, policy or regulation.
- h. If this proposal is to modify an Urban Growth Area (UGA) boundary, please provide a density and population growth trend analysis. Changes to the Urban Growth Area may occur only every five years and when the Board of County Commissioners (BoCC) reviews all UGA's countywide.



**2. For Text Amendments:**

- a. Please provide a detailed description and explanation of the proposed text amendment. Show proposed edits in "line in/line out" format, with text to be added indicated by underlining, and text to be deleted indicated with ~~strikeouts~~.
- b. Reference the name of the document as well as the title, chapter and number of the specific goal, policy or regulation proposed to be amended/added.

**3. For Map Change Proposals:**

- a. Attach a map of the proposed amendment site/area, showing all parcels and parcel numbers.
- b. What is the current land use designation? **R 4-10**
- c. What is the requested land use designation? **GC**
- d. Describe the land uses surrounding the proposed amendment site (land use type, vacant/occupied, etc.)

Existing: Vacant

North S/F, Storage, Apartments, and Hotel

East: Apartments and vacant

South: U Haul Catholic Charities, Office

West: Vacant and storage.

## Comprehensive Plan Application Supplement

### 1. General Questions:

- a) Describe the nature of the proposed amendment and explain why the change is necessary.

*The nature of the proposal is to change the designation from R 4 -10 to GC on approximately 3.3 acres located on both sides of Assembly at Sunset Hwy and/or Burch Street.*

*The subject property is within an area of General Commercial properties which have hotels, retail and or apartment uses. The highest and best use for this property is no longer R 4 -10 as evidenced by the vacancy and proximity to retail uses.*

- b) How will the proposed change provide a substantial benefit to the public?

*The proposed change to GC would allow some appropriate retail service to the nearby apartment tenants and add additional housing (apartments) to this area.*

- c) Is this application consistent or inconsistent with the Comprehensive Plan goals, objectives and policies? Describe and attach a copy of any study, report or data, which has been developed that supports the proposed change and any relevant conclusions. If inconsistent please discuss how the analysis demonstrates that changed conditions have occurred which will necessitate a shift in goals and policies.

*The request is consistent with LU 1.8 wherein, expansion of existing general commercial areas is allowed, when fronting an existing arterial and giving deference to existing land use patterns.*

*The subject request is vacant R-4-10 designated, but unused and vacant. It is surrounded by high density apartments, hotels, retail and office uses and fronts the Sunset Highway, with increasing traffic from continuous growth on the west plains.*

*This is clearly an in-fill with no impact to the surrounding land use pattern.*

- d) Is this application consistent or inconsistent with the goals and policies of state and federal legislation, such as the Growth Management Act (GMA) or environmental regulations? If inconsistent, describe the changed community needs or priorities that justify such an amendment and provide supporting documents, reports or studies.

*The request is consistent with applicable GMA regulations.*

- e) Is this application consistent with the Countywide Planning Policies (CWPP), the comprehensive plans of neighboring jurisdictions, applicable capital facilities or special district plans, the Regional Transportation Improvement District, and official population growth forecasts? If inconsistent please describe the changed regional needs or priorities that justify such an amendment and provide supporting documents, reports or studies.

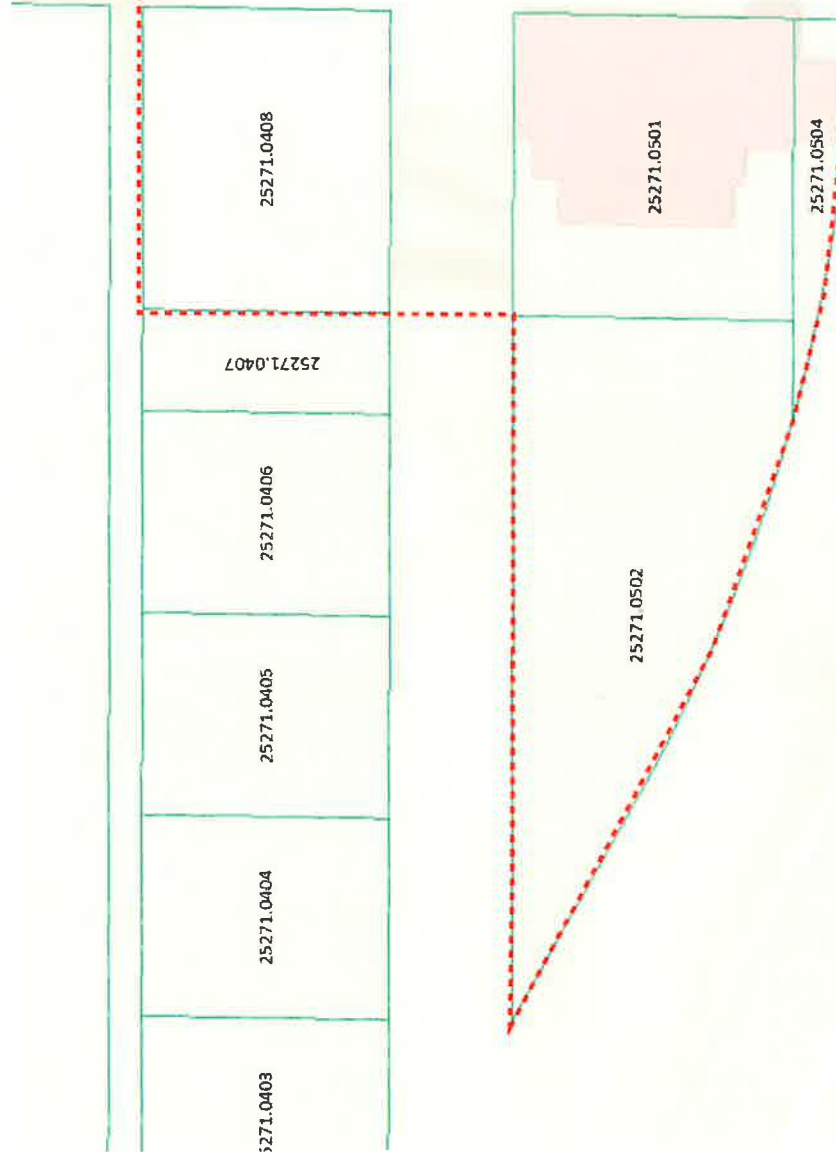
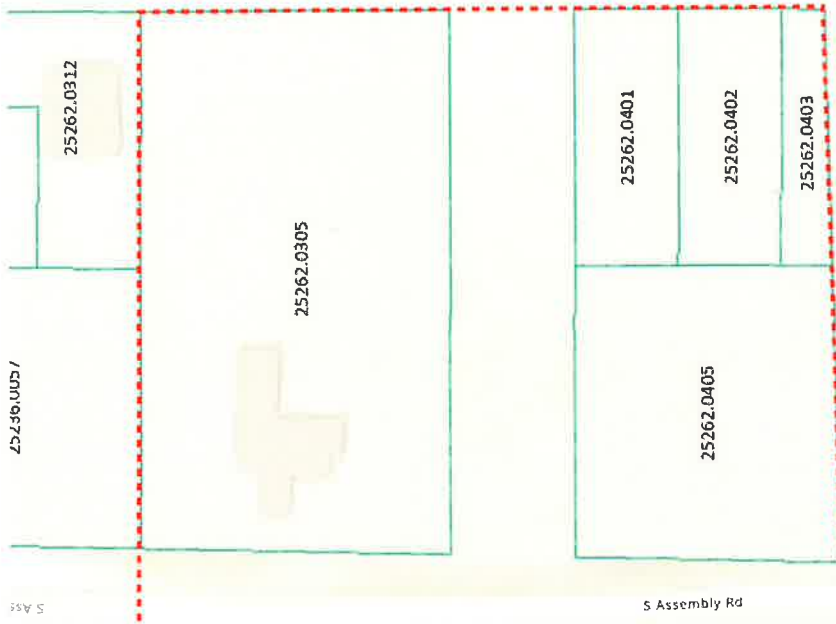
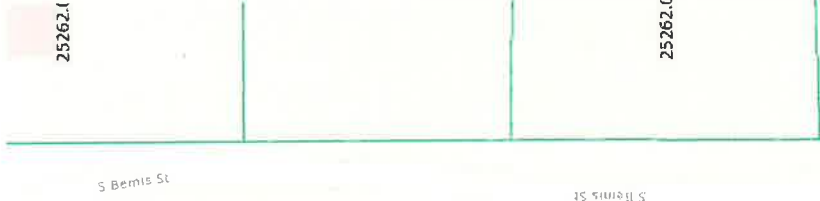
*The request is consistent with the CWPP. No neighboring jurisdictions are affected and SRTC will provide comments and conditions under formal review of this application. Similarly, an analysis of capital facility services will be provided during the review process.*

- f) Are there any infrastructure implications that will require financial commitments reflected in the Six-Year Capital Improvement Plan? *No new improvements are needed. Recent intersection and highway improvements were completed at Russel Rd and Sunset*
- g) Will this proposal require an amendment to any supporting documents, such as development regulations, Capital Facilities Program, Shoreline Master Program, Downtown Plan, critical areas regulations, any neighborhood planning documents adopted after 2001, or the Parks Plan? If yes, please describe and reference the specific portion of the affected plan, policy or regulations.

*The requested change from R 4-10 to GC will not affect any applicable development regulations and/or programs.*

- h) If this proposal is to modify an Urban Growth Area (UGA) boundary, please provide a density and population growth trend analysis. Changes to the Urban Growth Area may occur only every five years and when the Board of County Commissioners (BoCC) reviews all UGA's countywide.

*Does not apply to this request.*



City of  
Spokane



Planning Services  
Department

# Notification Map

## Application

**DESCRIPTION OF PROPOSAL:**

Comprehensive Plan Amendment from R 4-10 to GC

**ADDRESS OF SITE OF PROPOSAL:** (if not assigned yet, obtain address from Public Works before submitting application)

1604, 1616 and 1622 S Bemiss; 1527, 1603 and 1606 S Assembly

**APPLICANT:**

**Name:** Land Use Solutions & Entitlement c/o Dwight Hume

**Address:** 9101 N Mt' View Lane Spokane WA 99218

**Phone (home):** **Phone (work):** 509-435-3108

**Email address:** dhume@spokane-landuse.com

**PROPERTY OWNER:**

**Name:** WJL, LLC C/O Bill Lawson

**Address:** 621 W Mallon Avenue Suite 509 Spokane WA 99201

**Phone (home):** **Phone (work):** 509-710-8872

**Email address:** adrian@aacdi.com

**AGENT:**

**Name:** Land Use Solutions & Entitlement, Dwight J Hume

**Address:** 9101 N Mt. View Lane Spokane WA 99218

**Phone (home):** **Phone (work):** 509-435-3108

**Email address:** dhume@spokane-landuse.com

**ASSESSOR'S PARCEL NUMBERS:**

25262.0401, 0402, 0403, 0405, 25262.0305, 25271.0408, 25271.0501, 0502, 0504

**LEGAL DESCRIPTION OF SITE:**

See attached

**SIZE OF PROPERTY:**

3.33 acres

**LIST SPECIFIC PERMITS REQUESTED IN THIS APPLICATION:**

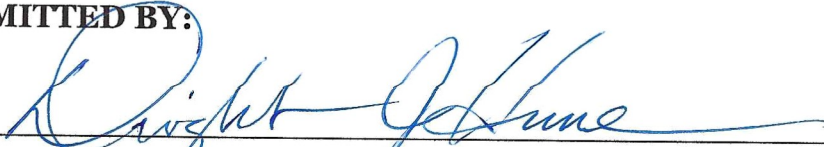
Comp Plan Map Amendment

**DOES OWNER/APPLICANT OWN PROPERTY ADJACENT TO SUBJECT PROPERTY?  
If yes, provide all parcel numbers.**

All property is listed above.

I acknowledge, as a part of this application, that I am responsible for all notification requirements as described in SMC 17G.060. for public hearing and community meeting. Copies of these instructions are available from the Planning Services Department or on [www.spokaneplanning.org](http://www.spokaneplanning.org).

**SUBMITTED BY:**



Applicant     Property Owner     Property Purchaser     Agent



## Legal Description

Lots 10-15, Block 3 Garden Springs Addition; and

Lots 1-2 Block 4 Garden Springs Addition, and all that portion of Lot 3, Block 4, lying north of Sunset Hwy; together with, Lots 23-24 Block 4 and all that portion of Lot 22, Block 4, lying north of Sunset Hwy.

Together with:

Lots 22,23,24 Block 4 Argo Lilly Addition; and

Lots 1- 5 Block 5 Argo Lilly Addition, lying north of Sunset Hwy, together with vacated 16 ft. strip south of and adjacent thereto; and,

Lots 6-10, Block 5 Argo Lilly Addition, lying north of Sunset Highway; and

That portion of Lots 21,22,23,24, Block 5 Argo Lilly Addition, lying north of Sunset Highway.

End of Legal Description







**dhume@spokane-landuse.com**

---

**From:** dhume@spokane-landuse.com  
**Sent:** Sunday, October 29, 2023 11:41 AM  
**To:** 'hagy\_w@icloud.com'  
**Subject:** Annual Amendment Request City of Spokane  
**Attachments:** City View Parcel Markup Lawson.pdf

William: I see that you are the current Chair of West Hills NC. The purpose of this email is to inform your neighborhood of a request to amend current vacant property, totaling 3.3 acres on a 50/50 split at Assembly and Sunset. It is the former Sunset Florist site and property located along Burch Street at Assembly on the east side of Assembly. My client is someone whom you would know, Bill Lawson, who is simply upgrading his investments, In this case it is currently RSF and he wishes to change that to GC-70 to enable possible high rise residential and maybe some retail to serve his residential tenants of this neighborhood in apartment projects that he has built and owns north of the subject. The reason he is doing GC-70 and not RHD, is because the limited site area and the rock terrain located along the west side. This zone would allow him to go higher and avoid the unbuildable portions. Currently he has no plans for construction immediately upon approval. More importantly, time needs to transpire to let the impacts of Catholic Charities settle down, if at all.

I have attached a parcel map of what is within this request. Let me know if you want me to attend a regular scheduled meeting of the WHNC. No hurry on that. The docketing review won't occur until late February or early March.

*Dwight J. Hume*

Land Use Solutions & Entitlement  
9101 N Mountain View Lane  
Spokane, WA 99218  
509-435-3108

**State Environmental Policy Act (SEPA)  
ENVIRONMENTAL CHECKLIST**File No. Z23-478COMP**PLEASE READ CAREFULLY BEFORE COMPLETING THE CHECKLIST!****Purpose of Checklist:**

The State Environmental Policy Act (SEPA) chapter 43.21C RCW, requires all governmental agencies to consider the environmental impacts of a proposal before making decisions. An Environmental Impact Statement (EIS) must be prepared for all proposals with probable significant adverse impacts on the quality of the environment. The purpose of this checklist is to provide information to help you and the agency identify impacts from your proposal (and to reduce or avoid impacts from the proposal, if it can be done) and to help the agency decide whether an EIS is required.

**Instructions for Applicants:**

This environmental checklist asks you to describe some basic information about your proposal. Governmental agencies use this checklist to determine whether the environmental impacts of your proposal are significant, requiring preparation of an EIS. Answer the questions briefly, with the most precise information known, or give the best description you can.

You must answer each question accurately and carefully, to the best of your knowledge. In most cases, you should be able to answer the questions from your own observations or project plans without the need to hire experts. If you really do not know the answer, or if a question does not apply to your proposal, write "do not know" or "does not apply." Complete answers to the questions now may avoid unnecessary delays later.

Some questions ask about governmental regulations, such as zoning, shoreline, and landmark designations. Answer these questions if you can. If you have problems, the governmental agencies can assist you.

The checklist questions apply to all parts of your proposal, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

**Use of checklist for nonproject proposals:**

Complete this checklist for nonproject proposals, even though questions may be answered "*does not apply.*"

IN ADDITION, complete the SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS (Part D).

For nonproject actions, the references in the checklist to the words "project," "applicant," and "property or site" should be read as "proposal," "proposer," and "affected geographic area," respectively.



## A Note for Reviewers of this SEPA Checklist from City of Spokane Staff

As you consider the following checklist, please keep in mind that this proposal is a “non-project action” under the State Environmental Policy Act (SEPA). The proposal under consideration is a change only to the Land Use Plan Map of the Comprehensive Plan and the Zoning Map of Spokane. Accordingly, the proposal would amend the types of development expected and allowed on the subject parcels, but no actual physical improvements are under consideration at this time. The City expects that, if these proposals are approved, the property owners will come forward in the future for approval of building permits and other permits for physical changes to the site. However, no such permits have been requested by the applicants at this time and no approval for construction or physical changes to the site is under consideration by the City.

As such, when the applicant’s answers to the following checklist items mention physical improvements (e.g., the number of dwelling units to be constructed) reviewers should understand that these physical developments are not required or permitted by the proposal. Rather, future applications will be necessary before any physical changes occur to the site. Furthermore, requirements in place for construction permits, such as concurrency of services, stormwater controls, and any possible environmental surveys or analyses for that construction, will be analyzed and actions required before any construction or grading permits are issued, commensurate with the requirements of SEPA and the City’s Municipal Code.

For information on what could be permitted on the site, as opposed to the specifics the applicant may have provided in the following pages, reviewers are encouraged to review Title 17 of the Spokane Municipal Code for details as to what kinds of construction are permitted in the proposed zone, as well as any requirements for further analysis and consideration that must occur before any future permits for physical construction will be issued. Title 17 of the Spokane Municipal Code can be found at the following site:

<https://my.spokanecity.org/smc/>

**Note from City of Spokane Staff:**

The proposal classified as File Z23-478COMP has been expanded by Spokane City Council, adding three parcels of approximately 0.66 acres to the project area.

The properties added to the proposal by City Council include:

Parcel	Address
25236.0057 (part of)	1403 S Assembly Road
25262.0311	1432 S Bemis Street
25262.0312	1434 S Bemis Street

Additionally, after the application was added to the docket by City Council, the applicant has requested that the city consider amending the proposal to include the following five parcels, totaling approximately 1.19 acres in size. The inclusion of these parcels is subject to approval/recommendation by the Spokane Plan Commission and Spokane City Council, but they are included in the SEPA checklist in case approval is granted.

Parcel	Address
25271.0403	No Address Assigned
25271.0404	No Address Assigned
25271.0405	No Address Assigned
25271.0406	No Address Assigned
25271.0407	No Address Assigned

Where necessary, **boxes with red text** have been added to the SEPA Checklist to account for additional relevant information necessary for evaluating the environment impact of the expanded proposal. These additions have been inserted by City staff.

**A. BACKGROUND**

1. Name of proposed project: City View II

2. Applicant: Land Use Solutions & Entitlement

3. Address: 9101 N Mt. View Lane

4. City/State/Zip: Spokane WA 99218 Phone: 509-435-3108

Agent or Primary Contact: Dwight Hume

Address: Same

City/State/Zip: Same Phone: same

Location of Project: NWC Assembly & Sunset and NEC Assembly & Birch

5. Address: Not assigned Section: 26 and 27

Quarter: NE and NW Township: 25 Range: 42

Tax Parcel Number(s) See attached Supplement

6. Date checklist prepared: 4-18-24

7. Agency requesting checklist: City of Spokane Planning

8. Proposed timing or schedule (including phasing, if applicable): Spring 2027

The entire project of 199 units will be under construction. A small 3000 sf, (or less) retail pad will be incorporated into the proposed building located at the NWC of Assembly and Sunset where the former Green House once served the neighborhood,

Note that the City-sponsored parcels are not expected to develop/redevelop in the near future, as there are no known plans by the owners to do so. This is solely a map change to resolve a land use inconsistency that would be left in the vicinity if the applicant's proposal were adopted.

9. a. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain. \_\_\_\_\_

Yes, the owner recently purchased Parcel 25271.0403 to include with the adjacent parcels lying south of said parcel. This would become additional on-site parking to the proposed units lying on the west side of Assembly.

b. Do you own or have options on land nearby or adjacent to this proposal? If yes, explain. \_\_\_\_\_

Parcel 25271,0403 was recently purchased by this owner. Four other parcels lie between this parcel and Parcel 25271.0408 that may or may not be purchased in the future for additional surface parking use.

10. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal. \_\_\_\_\_

This is an Non-Project Action (NPA). No environmental information is known relative to this property.

11. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain. \_\_\_\_\_

Yes, a proposed amendment to General Commercial and GC-70 zoning immediately east of this proposal between Bemis and Rustle along Birch St.

12. List any government approvals or permits that will be needed for your proposal, if known. \_\_\_\_\_  
Comprehensive Plan and Zone Change; Building Permits; Grading Permits; Road Vacations; and Road Work.

13. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. \_\_\_\_\_

Three separate apartment buildings, two being east of Assembly, and one being west of Assembly totalling 199 units. The westerly building may include a small 3000 sf retail space on the Assembly frontage.

14. Location of the proposal: Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit application related to this checklist. \_\_\_\_\_

The sites are located at the NWC of Assembly and Sunset and at the NEC of Assembly and Birch St.

15. Does the proposed action lie within the Aquifer Sensitive Area (ASA)? The General Sewer Service Area? The Priority Sewer Service Area? The City of Spokane? (See: Spokane County's ASA Overlay Zone Atlas for boundaries.) \_\_\_\_\_

The property is located within the ASA, PSSA and City of Spokane.



16. The following questions supplement Part A.

a. Critical Aquifer Recharge Area (CARA) / Aquifer Sensitive Area (ASA)

(1) Describe any systems, other than those designed for the disposal of sanitary waste installed for the purpose of discharging fluids below the ground surface (includes systems such as those for the disposal of stormwater or drainage from floor drains). Describe the type of system, the amount of material to be disposed of through the system and the types of material likely to be disposed of (including materials which may enter the system inadvertently through spills or as a result of firefighting activities).

\_\_\_\_\_

\_\_\_\_\_

This is an NPA. Sub-surface drainage will be addressed in the project level review. Similar residential uses surround the subject site. So no unforeseen issues should exist.

\_\_\_\_\_

\_\_\_\_\_

See the note on page 2 of this document for more information on "non-project actions" (NPA).

(2) Will any chemicals (especially organic solvents or petroleum fuels) be stored in aboveground or underground storage tanks? If so, what types and quantities of material will be stored? \_\_\_\_\_

\_\_\_\_\_

This is an NPA, however chemicals are not expected to be a part of these residential uses.

(3) What protective measures will be taken to ensure that leaks or spills of any chemicals stored or used on site will not be allowed to percolate to groundwater. This includes measures to keep chemicals out of disposal systems. \_\_\_\_\_

\_\_\_\_\_

This is an NPA, however, no protective measures are anticipated, but will be determined at specific project level review.

(4) Will any chemicals be stored, handled or used on the site in a location where a spill or leak will drain to surface or groundwater or to a stormwater disposal system discharging to surface or groundwater? \_\_\_\_\_

\_\_\_\_\_

See #3 above.



b. Stormwater

(1) What are the depths on the site to groundwater and to bedrock (if known)? \_\_\_\_\_

\_\_\_\_\_ This is an NPA, however, the sites have rock outcrops typical of the surrounding developed area. \_\_\_\_\_

(2) Will stormwater be discharged into the ground? If so, describe any potential impacts. \_\_\_\_\_

\_\_\_\_\_ This is an NPA, however, stormwater will be handles per approved standards of the City of Spokane. \_\_\_\_\_

**B. ENVIRONMENTAL ELEMENTS**

**1. Earth**

a. General description of the site (check one):

Flat    Rolling    Hilly    Steep slopes    Mountainous

Other: \_\_\_\_\_ The site includes large areas of flat land and some limited areas of steep slopes (exceeding 30 percent) \_\_\_\_\_

b. What is the steepest slope on the site (approximate percent slope)? \_\_\_\_\_

\_\_\_\_\_ This is an NPA, however, a steep slope of rock exist at the former green house site and the proposed apartment building will be built against it with upper level ground floor access from above.

Note that the on-site greenhouses were removed prior to the submittal of this application. The site is currently vacant.

c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any agricultural land of long- term commercial significance and whether the proposal results in removing any of these soils. \_\_\_\_\_

\_\_\_\_\_ This is an NPA, however, there are no agricultural soils on site. Other soil classifications will be addressed at the project specific review.

Parcels 25262.0401, .0402, .0403, .0405 contain Uhlig Silt Loam, which is classified as a prime agricultural soil. However, this parcel is not planned, zoned, or designated for agricultural uses. Similarly, there have never been any known agricultural uses or operations on these parcels. Additionally, the value of these soils in this location is reduced by the proximity of existing urban development and a major arterial. The future use of these parcels for agriculture is not expected.

d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe. \_\_\_\_\_

\_\_\_\_\_ No evidence of unstable soils on either site. \_\_\_\_\_

e. Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill: \_\_\_\_\_

This is an NPA, however, the extent of grading, filling and amount of such will be addressed at the project specific level.

f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe. \_\_\_\_\_

This is an NPA, however, see item "e" above.

g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt, or buildings)? \_\_\_\_\_

This is an NPA, however, the site should typically have 80% site coverage of building and parking.

h. Proposed measures to reduce or control erosion or other impacts to the earth, if any: \_\_\_\_\_

This is an NPA, however, storm drainage or erosion will be addressed at the project level of review.

**2. Air**

a. What type of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known. \_\_\_\_\_

This is an NPA, however, Dust from excavation and grading would occur during site preparation and construction. Quantities will be determined at the project specific submittal and review.

Any future grading would be subject to existing City of Spokane standards for dust remediation.

b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe. \_\_\_\_\_

There are no off-site odors or emissions affecting this property.

c. Proposed measures to reduce or control emissions or other impacts to air, if any: \_\_\_\_\_

This is an NPA, however, this will be addressed in the project level review.

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**3. Water**

a. SURFACE WATER:

(1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into. \_\_\_\_\_

This is an NPA, however, no water body or surface water exist on site.

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(2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters?

If yes, please describe and attach available plans. \_\_\_\_\_

Not Applicable

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(3) Estimate the amount of fill and dredge material that would be placed in or removed from the surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material. \_\_\_\_\_

Not Applicable

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(4) Will the proposal require surface water withdrawals or diversions? If yes, give general description, purpose, and approximate quantities if known. \_\_\_\_\_

Not Applicable

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(5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan. \_\_\_\_\_

Not within a flood plain

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(6) Does the proposal involve any discharge of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge. \_\_\_\_\_

No discharge to surface waters will occur.

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b. GROUNDWATER:

(1) Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known. \_\_\_\_\_

No groundwater disturbance is anticipated.

All parcels are within the City of Spokane Retail Water Service Area and thus any new development on these sites would be served with City water rather than any on-site wells.

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(2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals...; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve. \_\_\_\_\_

This is an NPA, however, no discharge of this type is anticipated from residential use.

All parcels lie within the City of Spokane sewer service area and would be required, upon development, to connect to City Sewer rather than use septic systems or on-site discharge.

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c. WATER RUNOFF (INCLUDING STORMWATER):

(1) Describe the source of runoff (including stormwater) and method of collection and disposal if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe. \_\_\_\_\_

\_\_\_\_\_ This is an NPA, however, this will be determined at time of project level review. \_\_\_\_\_

Any future development would be subject to existing City of Spokane requirements for stormwater management, subject to City review and approval.

(2) Could waste materials enter ground or surface waters? If so, generally describe. \_\_\_\_\_

\_\_\_\_\_ See C 1 above. \_\_\_\_\_

(3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe. \_\_\_\_\_

\_\_\_\_\_ This is an NPA, however, no drainage patterns will be affected. \_\_\_\_\_

d. PROPOSED MEASURES to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any. \_\_\_\_\_

\_\_\_\_\_ This is an NPA, however, this will be addressed if applicable under project level review. \_\_\_\_\_

**4. Plants**

a. Check the type of vegetation found on the site:

Deciduous tree:  alder  maple  aspen

Other: \_\_\_\_\_

Evergreen tree:  fir  cedar  pine

Other: \_\_\_\_\_

Shrubs  Grass  Pasture  Crop or grain

Orchards, vineyards or other permanent crops

Wet soil plants:  cattail  buttercup  bullrush  skunk cabbage

Other: \_\_\_\_\_

Water plants:  water lily  eelgrass  milfoil

Other: \_\_\_\_\_

Other types of vegetation: \_\_\_\_\_

b. What kind and amount of vegetation will be removed or altered? \_\_\_\_\_

This is an NPA, however, existing vegetation will be replaced by buildings and surface parking and access.  
The amount will be determined under a specific project review.

\_\_\_\_\_  
\_\_\_\_\_

c. List threatened and endangered species known to be on or near the site. \_\_\_\_\_

No known threatened species on site.

\_\_\_\_\_  
\_\_\_\_\_

d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any: \_\_\_\_\_

This is an NPA, however, to be determined at project level review. Landscaping will meet or exceed adopted City of Spokane development standards.

\_\_\_\_\_  
\_\_\_\_\_

e. List all noxious weeds and invasive species known to be on or near the site. \_\_\_\_\_

Unknown

**5. Animals**

a. Check and List any birds and other animals which have been observed on or near the site or are known to be on or near the site:

Birds:  hawk    heron    eagle    songbirds

Other: \_\_\_\_\_

Mammals:  deer    bear    elk    beaver

Other: \_\_\_\_\_

Fish:  bass    salmon    trout    herring    shellfish

Other: \_\_\_\_\_

Other (*not* listed in above categories): \_\_\_\_\_

b. List any threatened or endangered animal species known to be on or near the site.

None are known to be on site.

c. Is the site part of a migration route? If so, explain. \_\_\_\_\_

Not a migratory route.

d. Proposed measures to preserve or enhance wildlife, if any: \_\_\_\_\_

No measures being used to protect wildlife.

e. List any invasive animal species known to be on or near the site. \_\_\_\_\_

\_\_\_\_\_ This is an NPA, however, no invasive animal species exist on site or in the vicinity. \_\_\_\_\_

**6. Energy and natural resources**

a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc.

\_\_\_\_\_ This is an NPA, however, actual projects subsequently reviewed for construction will use electric and natural gas for energy needs. \_\_\_\_\_

b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe. \_\_\_\_\_

\_\_\_\_\_ This is an NPA, however, no impacts would occur for solar energy on adjacent properties. \_\_\_\_\_

c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any: \_\_\_\_\_

\_\_\_\_\_ This is an NPA, however, projects will comply with NW energy code standards. \_\_\_\_\_

**7. Environmental health**

a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste that could occur as a result of this proposal? If so, describe. \_\_\_\_\_

\_\_\_\_\_ This is an NPA, however, no exposure is foreseen from this land use. \_\_\_\_\_



(1) Describe any known or possible contamination at the site from present or past uses. \_\_\_\_\_

\_\_\_\_\_ This is an NPA, however, there may have been contamination from the former green house use and products sold or stored on site. This will be determined when a project is proposed on site. \_\_\_\_\_

(2) Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity. \_\_\_\_\_

\_\_\_\_\_ This is an NPA, however, no former contamination would prevent reuse of the site. \_\_\_\_\_

(3) Describe any toxic or hazardous chemicals/conditions that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project. \_\_\_\_\_

\_\_\_\_\_ This is an NPA, however, no toxic chemicals will be stored on site for residential land uses. \_\_\_\_\_

(4) Describe special emergency services that might be required. \_\_\_\_\_

\_\_\_\_\_ This is an NPA, however, no special emergency services are expected. \_\_\_\_\_

The parcels are located within an urbanized area and the service area for both Spokane Police and Fire.

(5) Proposed measures to reduce or control environmental health hazards, if any: \_\_\_\_\_

\_\_\_\_\_ No special preventive measures are needed. \_\_\_\_\_

b. NOISE:

(1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)? \_\_\_\_\_

\_\_\_\_\_ This is an NPA, however, noise within this area is not severe or adverse to the proposed land use. Noise sources are traffic and over-flight. \_\_\_\_\_

The sites are located approximately 0.8 miles from the centerline of runway 3/21 at Spokane International Airport and almost two miles straightline distance from the airport. While the entire area is subject to some noise from arriving and departing aircraft, the properties are distant enough from the airport that they lie outside any overlay zones where noise mitigation is necessary and required.

(2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site. \_\_\_\_\_

\_\_\_\_\_ This is an NPA, however, short-term would be construction and site preparation. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(3) Proposed measure to reduce or control noise impacts, if any: \_\_\_\_\_

\_\_\_\_\_ This is an NPA, however, noise from such activity can be limited in terms of days and hours of operation. \_\_\_\_\_

Future construction would be subject to City ordinances for noise and construction.

8. Land and shoreline use

a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe. \_\_\_\_\_

\_\_\_\_\_ The subject sites are vacant. Adjacent surroundings are residential, and commercial. \_\_\_\_\_

The greenhouses, as previously mentioned, were demolished under permit in 2022. Additionally, a single family residence appears on some aerial photos on parcel 25262.0305 but was similarly demolished under separate permit in 2022. Parcel 25262.0312 contains a single-family home that remains on site--as far as the City is aware the owner has no intent to redevelop at this time. Similarly, parcel 25262.0311 contains a pole barn/garage, expected to remain for the time being.

b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use? \_\_\_\_\_

\_\_\_\_\_ The sites have not been working farm land or forest lands. \_\_\_\_\_

The greenhouses on site, previously demolished, were used by a commercial florist operation and were classified as retail sales at the time.

This page was blank upon submittal by the applicant and represents a formatting error, not missing information.

Evaluation for Agency Use Only

1) Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how: \_\_\_\_\_

\_\_\_\_\_ This is an NPA, however, there are no nearby farms or forest activities. \_\_\_\_\_

Aerial photos from the 1950s show some limited agricultural operations south of Sunset Highway, though they have all ceased by the 2000s. Most were limited to haymaking.

c. Describe any structures on the site. \_\_\_\_\_

\_\_\_\_\_ This is an NPA, however, the sites are vacant. \_\_\_\_\_

As described previously, parcel 25262.0312 contains a single-family home that remains on site--as far as the City is aware the owner has no intent to redevelop at this time. Similarly, parcel 25262.0311 contains a pole barn/garage, expected to remain for the time being.

d. Will any structures be demolished? If so, which? \_\_\_\_\_

\_\_\_\_\_ Not applicable \_\_\_\_\_

e. What is the current zoning classification of the site? \_\_\_\_\_

\_\_\_\_\_ The sites are zoned RSF \_\_\_\_\_

f. What is the current comprehensive plan designation of the site? \_\_\_\_\_

\_\_\_\_\_ The sites are designated R-4 \_\_\_\_\_

Note, this is in error. The current Comprehensive Plan designation for all parcels is Residential Low.

g. If applicable, what is the current shoreline master program designation of the site? \_\_\_\_\_

\_\_\_\_\_ Not Applicable \_\_\_\_\_

h. Has any part of the site been classified as a critical area by the city or the county? If so, specify. \_\_\_\_\_

Neither site is classified as a critical area.

Many of the subject parcels contain limited areas of steep slopes.

i. Approximately how many people would reside or work in the completed project? \_\_\_\_\_

This is an NPA, however, approximately 300 people would reside on these sites.

The City is unaware of any plans by the expanded parcel owners to develop or redevelop their parcels at this time.

j. Approximately how many people would the completed project displace? \_\_\_\_\_

This is an NPA, however, no displacement would occur since the sites are vacant.

The expanded parcels contain a single home. While the City is unaware of any desire by the owner to sell or redevelop, any redevelopment of this parcel in the future would displace one residential unit.

k. Proposed measures to avoid or reduce displacement impacts, if any: \_\_\_\_\_

Not applicable

l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any: \_\_\_\_\_

This is an NPA, however, the proposed 199 apartment units will comply with applicable development standards adopted by the City of Spokane.

The docketing committee recommended inclusion of the expansion parcels primarily to avoid a small area of Residential Low completely surrounded by more intense uses (General Commercial). Accordingly, these parcels are included for consideration to avoid unintended land use impacts.

m. Proposed measures to ensure the proposal is compatible with nearby agricultural and forest lands of long-term commercial significance, if any: \_\_\_\_\_

Not applicable

9. Housing

a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing.

This is an NPA, however, this is limited to apartment units only.

The applicant has indicated their desire to construct 199 units. Any future construction on the expansion parcels is unknown at this time as these parcels are included to resolve land use mapping issues rather than to allow a known development.

b. Approximately how many units, if any, would be eliminated? Indicate whether high-, middle- or low-income housing.

This is an NPA, however, no housing units exist on these sites.

The expanded parcels contain a single home. While the City is unaware of any desire by the owner to sell or redevelop, any redevelopment of this parcel in the future could potentially eliminate one residential unit.

c. Proposed measures to reduce or control housing impacts, if any:

This is an NPA, however, per above, no measures are needed.

10. Aesthetics

a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed?

This is an NPA, however, the owner requested GC-70 zoning, to enable maximum utilization of these sites. The structures will approach the 70' height restriction due to underground parking, etc.

b. What views in the immediate vicinity would be altered or obstructed?

This is an NPA, however, views should not be affected due to surrounding urban improvements or variable terrain, limiting the view of proposed structures.

c. Proposed measures to reduce or control aesthetic impacts, if any:

This is an NPA, however, compliance with adopted development standards will ensure minimal aesthetic impacts.

There are no city-identified or protected viewsheds in this location.

**11. Light and Glare**

- a. What type of light or glare will the proposal produce? What time of day would it mainly occur? \_\_\_\_\_  
This is an NPA, however, this is a residential use and lighting would be interior and landscape lighting on site.  
\_\_\_\_\_  
\_\_\_\_\_
  
- b. Could light or glare from the finished project be a safety hazard or interfere with views? \_\_\_\_\_  
This is an NPA, however, no safety hazards are foreseen from this lighting pattern.  
\_\_\_\_\_  
\_\_\_\_\_
  
- c. What existing off-site sources of light or glare may affect your proposal? \_\_\_\_\_  
No off site light or glare would affect these sites.  
\_\_\_\_\_  
\_\_\_\_\_
  
- d. Proposed measures to reduce or control light and glare impacts, if any: \_\_\_\_\_  
This is an NPA, however, outdoor lighting would be down cast lighting.  
\_\_\_\_\_  
\_\_\_\_\_

**12. Recreation**

- a. What designated and informal recreational opportunities are in the immediate vicinity? \_\_\_\_\_  
Indian Canyon Golf Course is located north of the site and Finch Arboretum is located east of the site.  
\_\_\_\_\_  
\_\_\_\_\_
  
- b. Would the proposed project displace any existing recreational uses? If so, describe. \_\_\_\_\_  
This is an NPA, however, no recreational uses would be displaced.  
\_\_\_\_\_  
\_\_\_\_\_
  
- c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any: \_\_\_\_\_  
This is an NPA, however, no preventive measures are needed to avoid impacts to the above referenced recreation area.  
\_\_\_\_\_  
\_\_\_\_\_

**13. Historic and cultural preservation**

- a. Are there any buildings, structures, or sites, located on or near the sited that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers located on or near the site? If so, specifically describe. \_\_\_\_\_

\_\_\_\_\_ This is an NPA, however, no structures of historic preservation are located within or adjacent to this proposal. T

\_\_\_\_\_ The Spokane House, once considered a premier hotel overlooking downtown Spokane, exists nearby, but it has since been converted to temporary housing for the homeless.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources. \_\_\_\_\_

\_\_\_\_\_ This is an NPA, however, no known cultural artifacts are located on these sites.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Per existing Spokane Municipal Code requirements, future construction would be required to maintain and execute an accidental discovery plan, in the case that unknown cultural resources are uncovered during construction.

- c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archaeology and historic preservation, archaeological surveys, historic maps, GIS data, etc. \_\_\_\_\_

\_\_\_\_\_ This is an NPA, however, research will be done at the project level review.

\_\_\_\_\_  
\_\_\_\_\_

- d. Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required. \_\_\_\_\_

\_\_\_\_\_ This is an NPA, however, this would be determined at the project level review and approval.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**14. Transportation**

a. Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any. \_\_\_\_\_

Sunset Highway, Assembly and Burch St and Rustle.

b. Is site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop? \_\_\_\_\_

Public Transit is available at Rustle and Sunset.

c. How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate? This is an NPA, however, the project for 199 units will include more than the minimum required parking and will be reviewed for compliance at the time of project review.

d. Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private). \_\_\_\_\_

This is an NPA, however, the improvement to Assembly Road and Burch St are expected to be imposed after project review.

e. Will the project or proposal use (or occur in the immediate vicinity of) water, rail or air transportation? If so, generally describe. \_\_\_\_\_

This is an NPA, however, the future project will not affect rail or air, water or air traffic.

- f. How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and non-passenger vehicles). What data or transportation models were used to make these estimates? \_\_\_\_\_

The proposed project is 199 apartment units. At 6.74 VTD/Unit/199 = 1341 VTD. The underlying RSF zone allows 33 dwelling units and 333 VTD. Therefore, the net increase of VTD is 1009 VTD.

Note that the City is unaware of any desire or plans by the owners of the expansion parcels to redevelop their parcels.

(Note: to assist in review and if known, indicate vehicle trips during PM peak, AM Peak, and Weekday (24 hours).)

- g. Will the proposal interfere with, affect, or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, general describe. \_\_\_\_\_

This is an NPA, however, this will not affect agriculture or forest product transportation.

- h. Proposed measures to reduce or control transportation impacts, if any: \_\_\_\_\_

This is an NPA, however, this will be determined at time of project review and approval.

**15. Public services**

- a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe. \_\_\_\_\_

This is an NPA, however, there may be a need for increased public transit due to the increase of multifamily units to this area.

- b. Proposed measures to reduce or control direct impacts on public services, if any: \_\_\_\_\_

This is an NPA, however, these mitigations, if any, will be addressed under project review and approval.

**16. Utilities**

a. Check utilities currently available at the site:

- electricity
- natural gas
- water
- refuse service
- telephone
- sanitary sewer
- septic system

Other: \_\_\_\_\_  
\_\_\_\_\_

b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed: \_\_\_\_\_

This is an NPA, however, the above utilities and service are available and will be provided at developer expense, upon approval of the project.  
\_\_\_\_\_  
\_\_\_\_\_

**C. SIGNATURE**

I, the undersigned, swear under penalty of perjury that the above responses are made truthfully and to the best of my knowledge. I also understand that, should there be any willful misrepresentation or willful lack of full disclosure on my part, the agency must withdraw any determination of Nonsignificance that it might issue in reliance upon this checklist.

Date: 5/6/24 Signature: 

**Please Print or Type:**

Proponent: Dwight Hume Address: 9101 N Mt. View Lane

Phone: 509-435-3108 Spokane WA 99218

Person completing form (if different from proponent): Same

Phone: Same Address: Same

**FOR STAFF USE ONLY**

Staff member(s) reviewing checklist: Kevin Freibott, Senior Planner

Based on this staff review of the environmental checklist and other pertinent information, the staff concludes that:

- A. there are no probable significant adverse impacts and recommends a Determination of Nonsignificance.
- B. probable significant adverse environmental impacts do exist for the current proposal and recommends a Mitigated Determination of Nonsignificance with conditions.
- C. there are probable significant adverse environmental impacts and recommends a Determination of Significance.

**D. SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS**

*(Do not use this sheet for project actions)*

Because these questions are very general, it may be helpful to read them in conjunction with the list of elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

- 1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise? \_\_\_\_\_

The proposed projects would be 199 apartment units in three separate buildings with some retail on the ground floor at the former location of the Commercial Green House. Storm drainage controls would be imposed under future project specific review.

The proposal could result in more intense development in this location than currently described in the Land Use Plan Map. However, the entire area is already planned for urban-scale development and the proposed land use (General Commercial) is expected to generate similar emissions, limited and mitigated by existing Spokane Municipal Code requirements.

Proposed measures to avoid or reduce such increases are: \_\_\_\_\_

Compliance with applicable development standards concerning on site drainage.

- 2. How would the proposal be likely to affect plants, animals, fish or marine life? \_\_\_\_\_

The should be no impacts to plants and animals. Wildlife will continue to pass through adjacent low density areas.

Proposed measures to protect or conserve plants, animals, fish or marine life are: \_\_\_\_\_

No attempt will be made to preserve plants or animals.

- 3. How would the proposal be likely to deplete energy or natural resources? \_\_\_\_\_

The 199 units will require electrical service for heating and cooling.

Any urban development can increase the demand for electrical energy and natural resources. As the sites are currently vacant, save for a single home and a few garages, even development under the current Residential Low designation would require incrementally more electrical energy to serve development. However, nothing about the proposal or the expanded parcels is expected to require unusual amounts of electrical power, above and beyond any growth already planned for by the City and Avista.

Proposed measures to protect or conserve energy and natural resources are: \_\_\_\_\_

The use of electrical service will be within new construction in compliance with NWECA standards.

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Evaluation for  
Agency Use Only

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection, such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, flood plains or prime farmlands? \_\_\_\_\_

The site does not include environmentally sensitive areas.

Proposed measures to protect such resources or to avoid or reduce impacts are: \_\_\_\_\_

None

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans? \_\_\_\_\_

There are no shoreline jurisdictional areas.

Proposed measures to avoid or reduce shoreline and land use impacts are: \_\_\_\_\_

The intent of the applicant is to develop this property into apartment uses, similar to the adjoining projects owned and developed by the applicant.

6. How would the proposal be likely to increase demands on transportation or public services and utilities? \_\_\_\_\_

This location is designated in the comprehensive plan for urban development and any future development on this site following approval will remain urban in nature. As such, long range plans for such services are planned for this area.

Proposed measures to reduce or respond to such demand(s) are: \_\_\_\_\_

As stated above, improvements would be at the developers expense and pursuant to conditions imposed by reviewing agencies.

7. Identify, if possible, whether the proposal may conflict with local, state or federal laws or requirements for the protection of the environment. No impacts are foreseen.



C. SIGNATURE

I, the undersigned, swear under penalty of perjury that the above responses are made truthfully and to the best of my knowledge. I also understand that, should there be any willful misrepresentation or willful lack of full disclosure on my part, the agency may withdraw any Determination of Nonsignificance that it might issue in reliance upon this checklist.

Date: 5/6/24 Signature: [Handwritten Signature]

**Please Print or Type:**

Proponent: Dwight Hume Address: 9101 N Mt. View Lane

Phone: 5 0 9 - 4 3 5 - 3 1 0 8 Spokane WA 99218

Person completing form (if different from proponent): \_\_\_\_\_

Phone: \_\_\_\_\_ Address: \_\_\_\_\_

\_\_\_\_\_

<p><b>FOR STAFF USE ONLY</b></p> <p>Staff member(s) reviewing checklist: <u>Kevin Freibott, Senior Planner</u></p> <p>Based on this staff review of the environmental checklist and other pertinent information, the staff concludes that:</p> <p>A. <input checked="" type="checkbox"/> there are no probable significant adverse impacts and recommends a Determination of Nonsignificance.</p> <p>B. <input type="checkbox"/> probable significant adverse impacts do exist for the current proposal and recommends a Mitigated Determination of Nonsignificance with conditions.</p> <p>C. <input type="checkbox"/> there are probable significant adverse environmental impacts and recommends a Determination of Significance.</p>
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### NONPROJECT DETERMINATION OF NONSIGNIFICANCE

**PROJECT:** File Z23-478COMP Assembly & Bemis Comprehensive Plan Amendment

**PROPONENT:** WJL LLC & the City of Spokane

**DESCRIPTION OF PROPOSAL:** An amendment to the Land Use Plan Map (LU-1) of the Comprehensive Plan and attendant changes to the Official Zoning Map of the City of Spokane for 5.29 acres in the West Hills Neighborhood.

**LOCATION OF PROPOSAL, INCLUDING STREET ADDRESS, IF ANY:** North of W Burch St on both sides of S Assembly Rd.

**LEAD AGENCY:** City of Spokane

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

[ ] There is no comment period for this DNS.

[ ] This DNS is issued after using the optional DNS process in section WAC 197-11-355. There is no further comment period on the DNS.

[X] This DNS is issued under WAC 197-11-340(2); the lead agency will not act on this proposal for at least 14 days from the date of issuance (below). Comments regarding this DNS must be submitted no later than 5 p.m. on October 8, 2024 if they are intended to alter the DNS.

\*\*\*\*\*

**Responsible Official:** Spencer Gardner

**Position/Title:** Director, Planning Services **Phone:** (509) 625-6500

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

**Date Issued:** Sept 16, 2024 **Signature:**  \_\_\_\_\_

\*\*\*\*\*

# Exhibit I: Agency Comments

Whitmarsh, Brandon

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**From:** Note, Inga  
**Sent:** Tuesday, May 7, 2024 4:35 PM  
**To:** Planning & Development Services Comp Plan  
**Subject:** RE: Request for Comments for Z23-478COMP (Assembly and Bemis) - Comments DUE May 21, 2024

Please let the applicant know that a trip generation letter would be helpful on this one. We have planned long term for a signal at Sunset/Assembly. The conduits and junctions boxes are already there. This development may be large enough to trigger the installation.

---

**From:** Benzie, Ryan <rbenzie@spokanecity.org>  
**Sent:** Tuesday, May 7, 2024 3:35 PM  
**To:** Abrahamson, Randy <randya@spokanetribe.com>; Development Services Center Addressing <eradsca@spokanecity.org>; Allenton, Steven <sallenton@spokanecity.org>; **Subject:** Request for Comments for Z23-478COMP (Assembly and Bemis) - Comments DUE May 21, 2024

Good afternoon,

Please see the attached request for comments, SEPA checklist, and associated documents for the following project:

**Project Name:** Z23-478COMP (Assembly and Bemis)

**Location:** North of W Sunset Blvd at S Assembly Rd; NW 1/4, Section 26 and NE ¼, Section 27 of Township 25N, Range 42E

Please direct any comments or questions to [compplan@spokanecity.org](mailto:compplan@spokanecity.org) by **May 21, 2024 at 5 PM.**

Thank you,



**Ryan Benzie** | Clerk III | Planning & Economic Development  
509.625.6863 | [my.spokanecity.org](http://my.spokanecity.org)



**Whitmarsh, Brandon**

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**From:** Development Review <developmentreview@spokanetransit.com>  
**Sent:** Friday, May 17, 2024 11:29 AM  
**To:** Planning & Development Services Comp Plan; Planning & Development Services Comp Plan  
**Cc:** Redman, Drew; Poole, Emily  
**Subject:** RE: Request for Comments for Z23-478COMP (Assembly and Bemis) - Comments DUE May 21, 2024

**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

Good morning.

Thank you for taking the time to receive and record this comment for Z23-478COMP (Assembly and Bemis) from Spokane Transit Authority (STA). STA is supportive of the City's efforts to rezone land near transit service that adds more residential density. Denser, multi-family housing development generally supports increased transit ridership.

Additionally, STA has identified this section of Sunset Highway as a future High-Performance Transit (HPT) corridor. HPT investments support additional ridership by adding stop amenities and providing higher quality transit service (generally more frequent service with a longer span) in areas that warrant it.

Please coordinate any future construction at these sites with STA, as construction can impact our ability to operate safely there.

Please let me know if you have any questions or concerns, and thank you for working closely with STA.

Thanks,

**Randy Brown**

**Associate Transit Planner**

Office: (509) 344-2618

Email: [RBrown@spokanetransit.com](mailto:RBrown@spokanetransit.com)

[spokanetransit.com](http://spokanetransit.com)

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We are hiring - [Drive your career](#) at STA!



**Whitmarsh, Brandon**

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**From:** Freibott, Kevin  
**Sent:** Tuesday, June 11, 2024 10:15 AM  
**To:** rpeterson2039x@yahoo.com  
**Cc:** Whitmarsh, Brandon  
**Subject:** RE: Attn: Kevin Freibott

Good morning, Mr. Peterson. I appreciate you contacting us about the application on Assembly and Bemis (File Z23-478COMP). This is not an application for construction, rather it's a request to rezone the property from Residential 1 to General Commercial. Under the commercial zoning designation the applicant could build a number of things, from shops and stores to offices or housing. Housing could be individual homes or even apartments. The applicant has suggested they are looking to build apartments on the site, but that's not what the City is considering approving right now so we can't be sure. The Comprehensive Plan Amendment/Rezone is a first step—building permits and the like come later, if the Comp Plan amendment is approved.

I hope that helps. Let us know if you have more questions.

Thanks and have a great day!

Kevin Freibott



**Kevin Freibott, MA ORGL** | Senior Planner | City of Spokane - Planning and Economic Development  
509.625-6184 | <mailto:kfreibott@spokanecity.org> | [spokanecity.org](http://spokanecity.org) | [spokaneplanning.org](http://spokaneplanning.org)



**Please note that my work schedule is currently 6:30 AM – 5:30 PM, Monday through Thursday**

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**From:** rpeterson2039x@yahoo.com <rpeterson2039x@yahoo.com>  
**Sent:** Monday, June 10, 2024 7:06 PM  
**To:** Planning & Development Services Comp Plan <erapdsdp@spokanecity.org>  
**Subject:** Attn: Kevin Freibott

**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

I received a letter today from the city of Spokane regarding land north of West Sunset Blvd. at South Assembly Road.

However, I did not see specifically what is being built on the property. It used to be the Sunset Flower shop and a house across the street.

I was just curious what is being proposed at those sites.

Sincerely,

Robert Peterson  
4320 West Deska Drive #601  
Spokane, WA 99224

[Yahoo Mail: Search, Organize, Conquer](#)

July 3, 2024

Steve Oliver  
1406 S. Assembly St.  
Spokane, WA 99224

Planning Services Department  
Attn: Kevin Freibott, Senior Planner  
808 West Spokane Falls Boulevard  
Spokane, WA 99201-3333



Re: Request for Public Comments  
FILE NO. Z23-478COMP Assembly and Bemis  
Comprehensive Plan Use Map Amendment Proposal

Dear Mr. Freibott,

The proposal to change the use of seventeen parcels from R1 to General Commercial - 70 and Office Retail - 55, is a continuation of the transformation of the area in which my property is located from low density rural to multi-family and business development. These changes have largely been due to the will of the city planners and property developer(s), not the residents, who are few in number and influence.

My first reaction to the proposed changes is that there seems to be a direct transition from low density residential to commercial/office space—there is no buffer zone as is usual in such modifications to zoning policy. Therefore, since those opposing such changes are likely to be unsuccessful, I would propose that the planning commission consider making it easy/inexpensive for existing property owners impacted by these changes to change their zoning classification to something more compatible with the changing nature of the neighborhood. This would potentially would allow local property owners to create development that would be compatible with the changed nature of the neighborhood and would potentially create a buffer zone that is lacking in the current proposal.

Also, there is the matter of city water and sewer. This proposal is referred to as a non-project action, but it will have obvious implications for future projects, mainly by one developer. Local homeowners are all on wells at present. What implications do these zone changes have for our properties as to the availability of city water and sewer? This also affects our ability to develop our properties to conform to the new zoning reality. We should not be unnecessarily disadvantaged in developing our properties, especially since we had no active part in the change to the character of the neighborhood.

I look forward to my opportunity to make comments and to ask questions at an upcoming meeting of the planning commission, especially on the availability of zone changes for existing property owners.

Sincerely,

Steve Oliver  
(509)270-6478  
[eliot2046@gmail.com](mailto:eliot2046@gmail.com)

A handwritten signature in black ink, appearing to read "Steve Oliver".

/documents/correspondence



## Legal Descriptions of Affected Parcels:

### APPLICANT PROPOSAL:

**Parcel 1 (25262.0403):**

GARDEN SPRINGS EXC HWY L3 B4

**Parcel 2 (25262.0402):**

GARDEN SPRINGS L2 B4

**Parcel 3 (25262.0401):**

GARDEN SPRINGS L1 B4

**Parcel 4 (25262.0405):**

GARDEN SPRINGS EXC HWY L22-23-24 B4

**Parcel 5 (25262.0305):**

GARDEN SPRINGS L10TO15 B3

**Parcel 6 (25271.0504):**

ARGO&LILLY ADD EXC HWY L21TO24 B5 & VAC STP BEG NECOR B 5 THS ALG ELN OF BLK TO NLY LN OF SUNSET HWY TH E30FT TH NWLY TO POB EXC HWY

**Parcel 7 (25271.0501):**

ARGO&LILLY ADD L1-2-3B5 & 16FT VAC STP S OF&ADJ

**Parcel 8 (25271.0502):**

ARGO&LILLY ADD EXC HWY L4TO10 B5

**Parcel 9 (25271.0408):**

ARGO&LILLY ADD L22-23- 24 B4

### ADDITIONAL APPLICANT REQUEST:

**Parcel 10 (25271.0407):**

ARGO&LILLY ADD L21 B4

**Parcel 11 (25271.0406):**

ARGO&LILLY ADD L19-20 B4

**Parcel 12 (25271.0405):**

ARGO&LILLY ADD L17-18 B4

**Parcel 13 (25271.0404):**

ARGO&LILLY ADD L15-16 B4

**Parcel 14 (25271.0403):**

ARGO&LILLY ADD L13-14 B4



**CITY ADDITIONAL PROPOSAL:**

**Parcel 15 (25262.0312):**

26-25-42: GARDEN SPRINGS ADDITION, L9 B3 TOG W/ S PTN L8 B3 DAF: BEG AT SE COR L8; TH W ALG S BOUNDARY LN 46 FT; TH N40FT; TH E46FT; TH S40FT TO POB; PARCEL 'B' OF BLA Z13B0014BLA

**Parcel 16 (25262.0311):**

26-25-42: GARDEN SPRINGS ADDITION; S35FT OF L6 B3; ALL L7 B3; ALL L8 B3 EXC PTN DAF: BEG AT SE COR OF SAID L8; TH W ALG S BOUNDARY LN 46FT; TH N40FT; TH E46FT; TH S40FT TO POB; PARCEL 'A' OF BLA Z13B0014BLA

**Parcel 17 (25236.0057):**

23-25-42 PTN OF SW1/4 OF SW1/4 LYG SWLY OF DESKA DRIVE EXC RD & GARDEN SPRINGS ADD; LTS 1-5 AND NLY 15FT LT 6 AND LTS 16-24 BLK 3 TOG/W VAC WALLACE AVE PER ORD C-29567 EXC; W 2.5FT



**Agenda Sheet for City Council:**

**Committee:** Urban Experience **Date:** 11/11/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/13/2024

**Clerk's File #** ORD C36613

**Cross Ref #**

**Project #**

**Council Meeting Date:** 11/25/2024

**Submitting Dept** PLANNING & ECONOMIC

**Bid #**

**Contact Name/Phone** KEVIN (509) 625 - 6184

**Requisition #**

**Contact E-Mail** KFREIBOTT@SPOKANECITY.ORG

**Agenda Item Type** First Reading Ordinance

**Council Sponsor(s)** ZZAPPONE JBINGLE KKLITZKE

**Agenda Item Name** 0650 - Z23-479COMP – INDIAN TRAIL – COMPREHENSIVE PLAN AMENDMENT

**Agenda Wording**

Proposal Z23-479COMP seeks to amend the Land Use Plan Map and Zoning Map for 33 acres in the Balboa/South Indian Trail Neighborhood. This proposal is being considered as part of the Annual Comprehensive Plan Amendment Work Program.

**Summary (Background)**

The proposal concerns parcels 26262.0010, 26262.0018, 26262.0054, 26262.0055, and 26265.0048 as well as portions of parcels 26262.2620 and 26262.2621 in the Balboa/South Indian Trail Neighborhood. Application Z23-479COMP seeks to amend the Comprehensive Plan Land Use Plan Map from "Residential Low" to "Residential Moderate," "General Commercial," and "Potential Open Space" and amend the Zoning Map from "R1" to "Residential Multifamily (RMF)," "Community Business, 55-foot height limit (CB-55),"

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost \$

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

Processing of Comprehensive Plan Amendments utilizes existing staff time and resources. No additional costs are associated with the adoption of this proposal.

**Amount**

**Budget Account**

Neutral	\$	#
Select	\$	#
Select	\$	#
Select	\$	#
Select	\$	#
Select	\$	#



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

and "R1." This Application is being considered concurrently with five others through the annual Comprehensive Plan Amendment cycle as required by the Growth Management Act. The application has fulfilled public participation and notification requirements. The Plan Commission held a Public Hearing on October 9, 2024, to consider this Application and recommended approval of the proposal.

<b>Approvals</b>		<b>Additional Approvals</b>	
<b><u>Dept Head</u></b>	GARDNER, SPENCER		
<b><u>Division Director</u></b>	GARDNER, SPENCER		
<b><u>Accounting Manager</u></b>	ORLOB, KIMBERLY		
<b><u>Legal</u></b>	KAPAUN, MEGAN		
<b><u>For the Mayor</u></b>	PICCOLO, MIKE		

**Distribution List**

	Kfreibott@spokanecity.org
bwhitmarsh@spokanecity.org	eking@spokanecity.org
sgardner@spokanecity.org	smacdonald@spokanecity.org

## Committee Agenda Sheet

### Urban Experience Committee

<b>Committee Date</b>	November 11, 2024
<b>Submitting Department</b>	Planning & Economic Development
<b>Contact Name</b>	Kevin Freibott
<b>Contact Email &amp; Phone</b>	<a href="mailto:kfreibott@spokanecity.org">kfreibott@spokanecity.org</a> , (509) 625 - 6184
<b>Council Sponsor(s)</b>	<u>CM Zack Zappone, CM Jonathan Bingle, and CM Kitty Klitzke</u>
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Z23-479COMP – Indian Trail – Comprehensive Plan Amendment
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>The proposal concerns parcels 26262.0010, 26262.0018, 26262.0054, 26262.0055, and 26265.0048 as well as portions of parcels 26262.2620 and 26262.2621 in the Balboa/South Indian Trail Neighborhood.</p> <p>Application Z23-479COMP seeks to amend the Comprehensive Plan Land Use Plan Map from “Residential Low” to “Residential Moderate,” “General Commercial,” and “Potential Open Space” and amend the Zoning Map from “R1” to “Residential Multifamily (RMF),” “Community Business, 55-foot height limit (CB-55),” and “R1.”</p> <p>This Application is being considered concurrently with five others through the annual Comprehensive Plan Amendment cycle as required by the Growth Management Act. The application has fulfilled public participation and notification requirements. The Plan Commission held a Public Hearing on October 9, 2024, to consider this Application and recommended approval of the proposal.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A</p> <p>Total Cost: <u>Click or tap here to enter text.</u></p> <p>    Current year cost:</p> <p>    Subsequent year(s) cost:</p> <p><b>Narrative:</b> <u>Processing of Comprehensive Plan Amendments utilizes existing staff time and resources. No additional costs are associated with the adoption of this proposal.</u></p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Specify funding source: Select Funding Source*</p> <p>Is this funding source sustainable for future years, months, etc? <u>Click or tap here to enter text.</u></p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input checked="" type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<b>Operations Impacts (If N/A, please give a brief description as to why)</b>	
What impacts would the proposal have on historically excluded communities?	

The is a private proposal to amend the land use and zoning map and is not directly related to historically excluded communities.

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

The proposal is a land use and zoning map change and does not guarantee future development of the subject properties. No data is directly collected or analyzed on the listed topics, however the Planning & Economic Development Department generally follows these proposals to track whether the subject properties develop in the future.

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

As stated above, the department generally tracks these proposals to see if they develop. Doing so allows for educated revisions to ensure the efficacy of the program if they are warranted.

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

This proposal is consistent with Comprehensive Plan Policies **LU 1.4 Higher Intensity Residential Areas, LU 1.8 General Commercial Uses, and LU 6.2 Open Space**. After reviewing the criteria set forth in SMC 17G.020.030, Plan Commission found the proposal consistent with the Comprehensive Plan and all applicable review criteria, voting to recommend City Council approval of the proposal, subject to the execution of a development agreement.

Ordinance No. C36613

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

NOW, THEREFORE, THE CITY OF SPOKANE DOES ORDAIN:

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



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

PASSED BY THE CITY COUNCIL ON \_\_\_\_\_, 2024.

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

Attest:

Approved as to form:

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

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

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

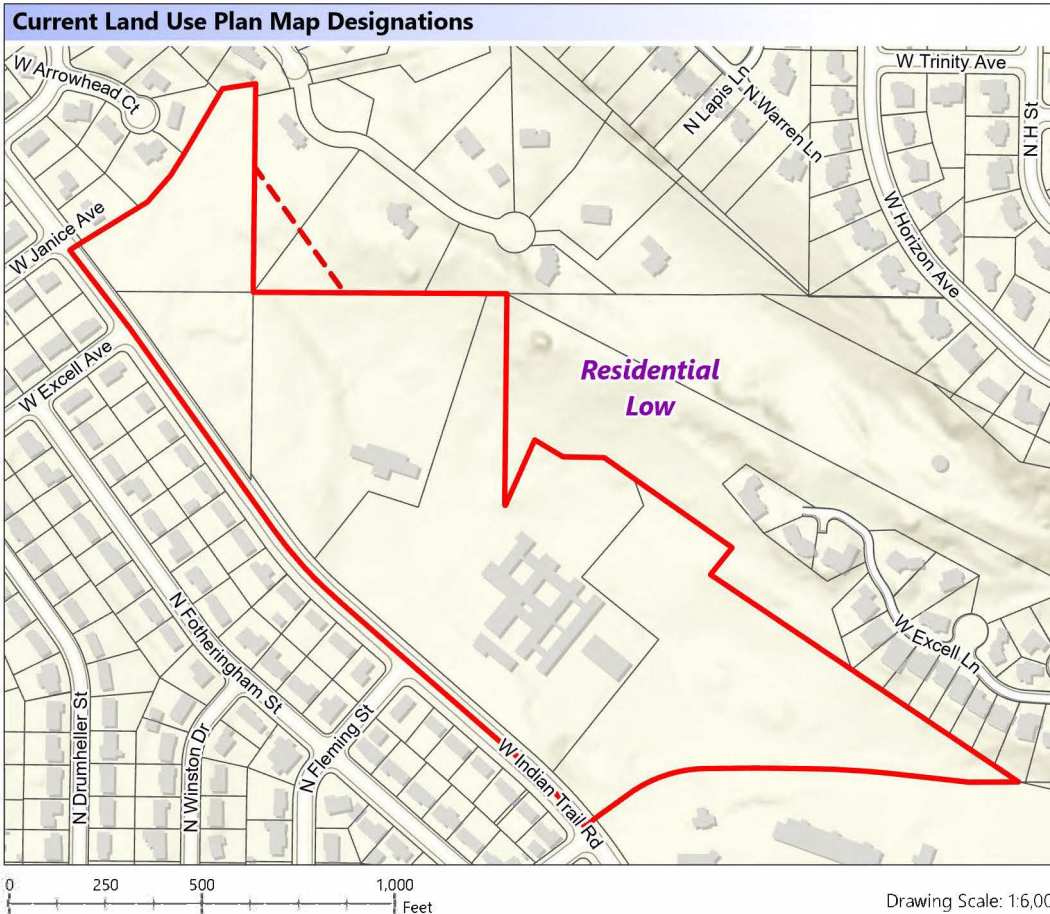


# Exhibit B: Land Use Plan Map Changes

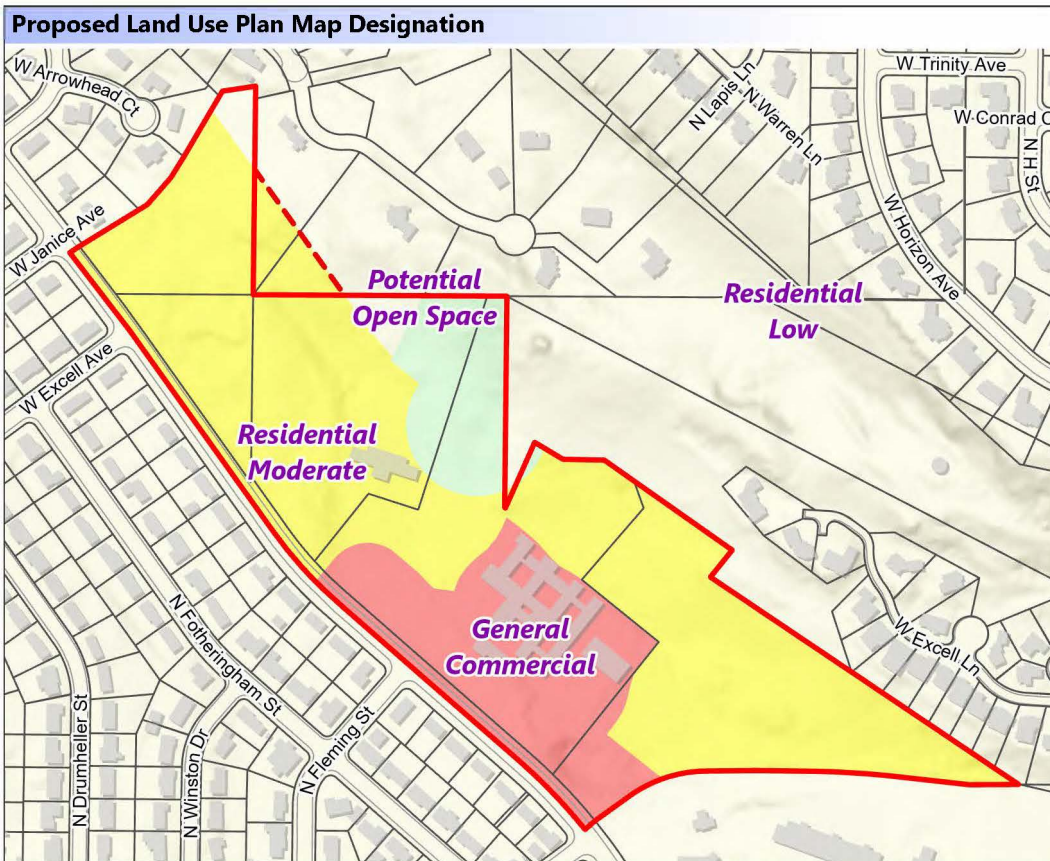
Department of Planning & Economic Development



**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.

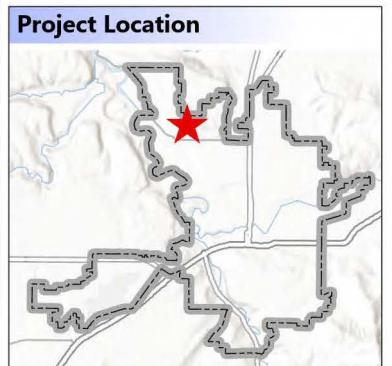


- Project Area
  - Expanded Area
  - Building
  - Parcel
  - Curb Line
- Land Use Plan Map Designation**
- General Commercial
  - Potential Open Space
  - Residential Low
  - Residential Moderate



- Agent:** Land Use Solutions & Entitlement
- Parcels:** 26262.0010  
26262.0018  
26262.0054  
26262.0055  
26262.2620  
26262.2621  
26265.0048
- Size:** 33 acres  
(Size is Approximate)

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







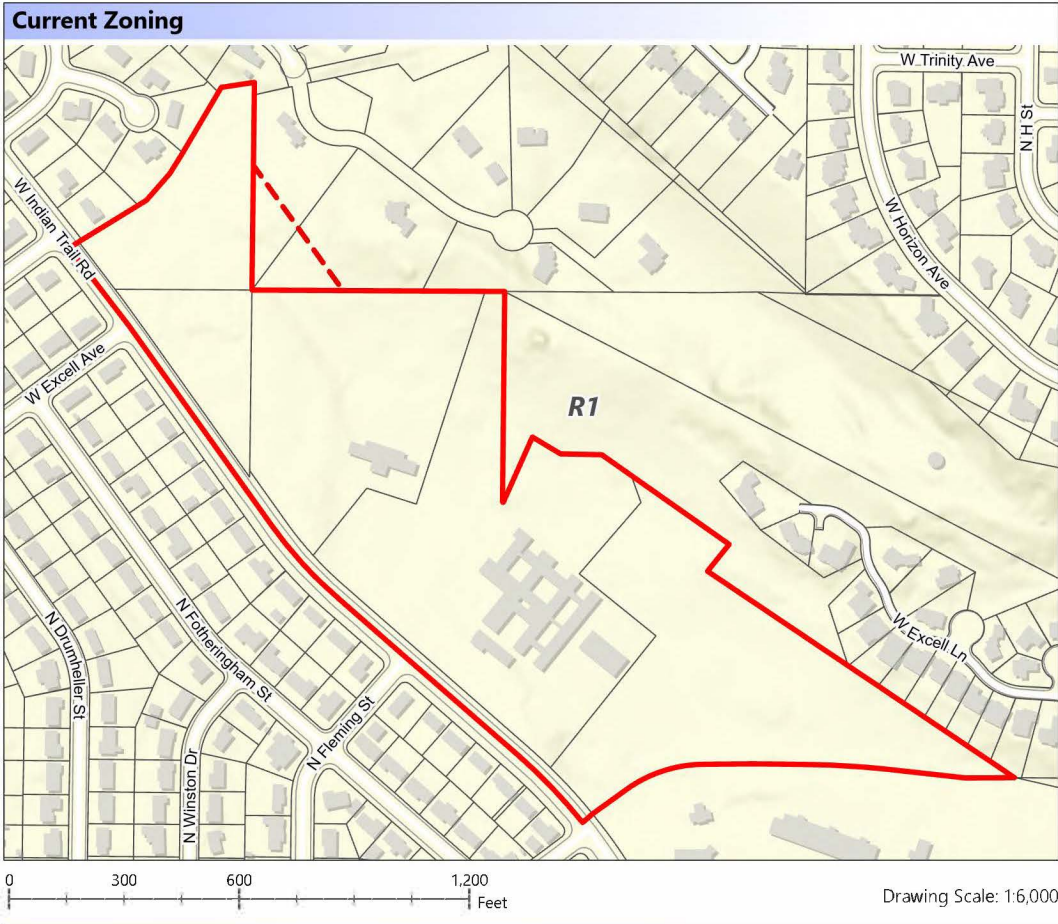
# Exhibit C: Zoning Changes

Department of Planning & Economic Development

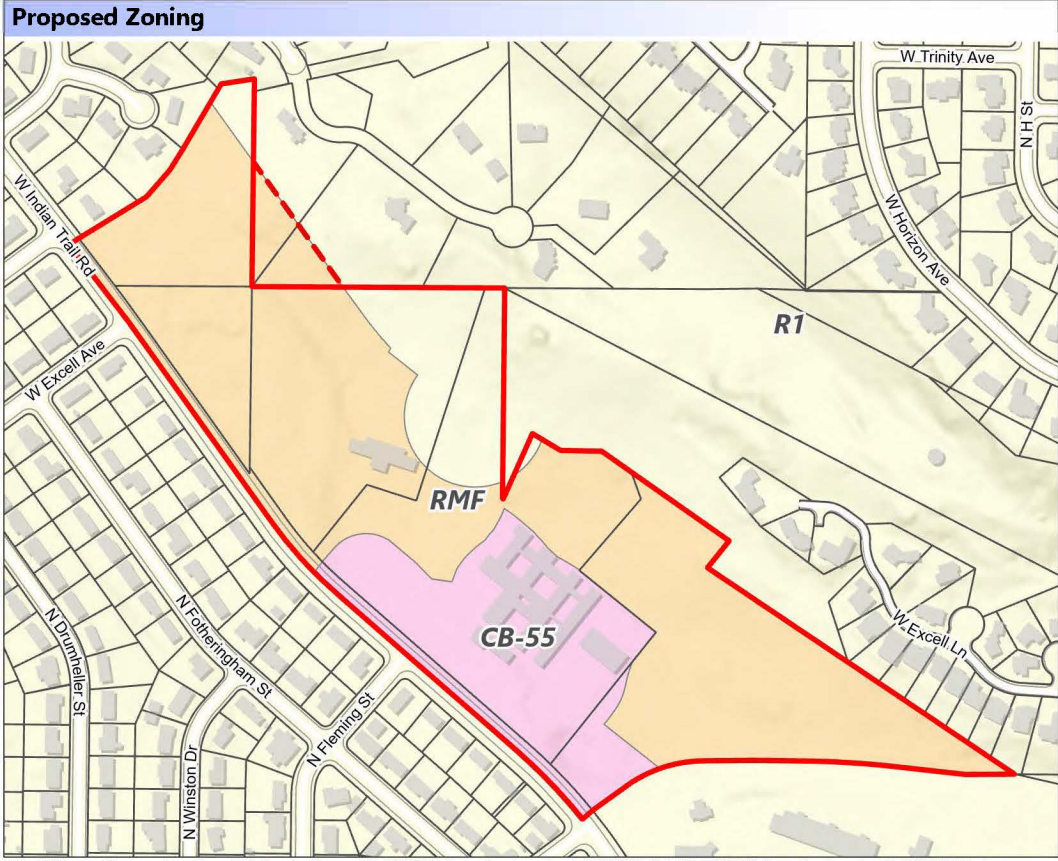


Draw Date: 10/17/2024

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



- Project Area
  - Buildings
  - Parcel
  - Curb Line
- Zoning**
- Community Business
  - Residential Multifamily
  - Residential 1

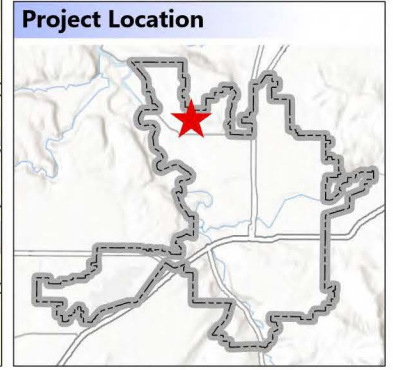


**Agent:** Land Use Solutions & Entitlement

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

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

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





**PLAN COMMISSION FINDINGS OF FACT, CONCLUSIONS, AND  
RECOMMENDATIONS ON COMPREHENSIVE PLAN AMENDMENT  
FILE Z23-479COMP (INDIAN TRAIL)**

**A Recommendation of the Spokane Plan Commission to the City Council to APPROVE the Comprehensive Plan Amendment application, subject to the completion of a development agreement, seeking to amend the land use plan map designation from “Residential Low” to “General Commercial,” “Potential Open Space,” and “Residential Moderate” for all or portions of parcels 26262.0010, 26262.0018, 26262.0054, 26262.0055, 26265.0048, 26262.2620, and 26262.2621 totaling 33.0 acres. The zoning designation requested is “R1,” “RMF,” and “Community Business, 55-foot height limit (CB-55).”**

**FINDINGS OF FACT:**

- A. The City of Spokane adopted a Comprehensive Plan in May of 2001 that complies with the requirements of the Growth Management Act (“GMA”).
- B. Under GMA, comprehensive plans generally may be amended no more frequently than once a year, and all amendment proposals must be considered concurrently in order to evaluate for their cumulative effect.
- C. Amendment application Z23-479COMP (the “Application”) was submitted in a timely manner for review during the City’s 2023/2024 amendment cycle.
- D. The Application seeks to amend the land use plan map designation of parcels 26262.0010, 26262.0018, 26262.0054, 26262.0055, and 26265.0048, totaling 32 acres, from “Residential Low” to “General Commercial,” “Conservation Open Space,” and “Residential Moderate” with a corresponding change in zoning from “R1” to “R1,” “RMF,” and “Community Business, 55-foot height limit (CB-55).”
- E. The subject properties contain a several structures remaining from a youth home and treatment center on the property as well as an outpatient treatment center and associated parking. The remainder of the properties are undeveloped, with a steep slope rising to the northeast towards the Five Mile bluff.
- F. Annual amendment applications were subject to a threshold review process to determine whether the applications will be included in the City’s Annual Comprehensive Plan Amendment Work Program.
- G. On January 22, 2024, the City Council adopted Resolution RES 2024-0002 establishing the City Council members of the Ad Hoc City Council Threshold Committee.
- H. On February 9, 2024, an Ad Hoc City Council Threshold Committee reviewed the applications that had been submitted and forwarded its recommendation to City Council regarding the applications.

- I. On March 25, 2024, the City Council adopted Resolution RES 2024-0029 establishing the 2024 Comprehensive Plan Amendment Work Program, including the Application. The City Council included three acres from portions of three additional parcels (26261.3401, 26262.2620, and 26262.2621) for consideration as city sponsored expansions to the Application.
  1. Parcels 26261.2620 and 26261.2621 were included in order to form a consistent depth from Indian Trail Road, while the portion of parcel 26261.3401 was included to consider expanding protection for a known historic resource on the applicant's property.
- J. Geographic expansion of applications for Comprehensive Plan Amendments by City Council is allowed within the Spokane Municipal Code ("SMC") under Title 17G.020.025.A.1.a.
- K. On March 28, 2024, staff presented the 2023/2024 Comprehensive Plan Amendment Work Program to the Community Assembly Land Use Subcommittee on, including details regarding the Application, and provided information on the required process, upcoming Plan Commission Workshops, and how to submit comments.
- L. On May 7, 2024, staff requested comments from agencies, departments, and neighborhood councils. The comment period ended May 21, 2024. By the end of the comment period, comments were received from the Integrated Capital Management Department, Spokane Tribe of Indians, and Spokane Transit Authority.
- M. On June 10, 2024, Notice of Application was mailed to all properties, owners, and taxpayers within a 400-foot radius of the subject Properties and any adjacent properties with the same ownership. Signs were also placed on the subject Properties in plain view of the public. The notice was also published in the Spokesman Review on both June 10, 2024, and June 17, 2024. The Notice of Application initiated a 60-day public comment period from June 10, 2024, to August 9, 2024, during which 22 comments were received, as included in the staff report.
  1. A total of 29 public comments were received by October 8, 2024, at 5pm. Comments received after the issuance of the staff report were provided to Plan Commission directly by City staff.
- N. On July 24, 2024, the Spokane Plan Commission held a public workshop to study the Application.
- O. On September 16, 2024, a State Environmental Policy Act ("SEPA") Checklist and Determination of Non-Significance were issued for the Application. The deadline to appeal the SEPA determination was October 8, 2024. No comments on the SEPA determination were received.
- P. On September 17, 2024, the Washington State Department of Commerce and appropriate state agencies were given the required 60-day notice of intent to adopt before adoption of any proposed changes to the Comprehensive Plan.
- Q. On September 20, 2024, staff published a report addressing SEPA and providing staff's analysis of the merits of the Application, copies of which were circulated as prescribed by SMC 17G.020.060B.8. Staff's analysis of the Application recommended approval of the Application, contingent upon the land use of "Potential Open Space" as opposed to "Conservation Open Space" as well as requirement for a development agreement that addresses the following suggested topics:

1. Site plan;
  2. Circulation plan;
  3. Development details for the City of Spokane Integrated Capital Management Department; and
  4. Limitations on uses allowed in the commercial portions of the Application.
- R. A Notice of SEPA Determination of Non-Significance and Plan Commission Hearing was published on September 25, 2024, in the Official Gazette and on September 25, 2024, and October 2, 2024, in the Spokesman Review.
- S. On September 25, 2024, a Notice of Public Hearing and SEPA Determination was posted on the subject parcels and mailed to all property owners and taxpayers of record, as shown by the most recent Spokane County Assessor’s record, and occupants of addresses of property located within a four-hundred-foot radius of any portion of the boundary of the subject Properties.
- T. On October 9, 2024, the Plan Commission held a public hearing on the Application, including the taking of verbal testimony, closing the verbal and written record, conducting deliberation on the application, and voting to recommend the City Council Approve this application.
1. Three members of the public testified in opposition citing concerns about neighborhood character, traffic on Indian Trail Rd, lack of clarity from Excelsior on their long-term intentions, and loss of wildlife habitat.
  2. During deliberation, the Plan Commission voted 9 to 0 to condition their recommendation on removal of the portion of parcel 26261.3401 that was added by City Council during docketing from the proposal (leaving its land use and zoning “as is”).
  3. During deliberation, the Plan Commission also voted 9 to 0 to condition their recommendation on applying the Potential Open Space Land Use Plan Map designation instead of the Conservation Open Space designation to the open space portion of the Application.
  4. During deliberation, the Plan Commission also voted 9 to 0 to condition their recommendation on the completion of a Development Agreement, pursuant to SMC 17A.060, that addresses the following:
    - i. Site plan;
    - ii. Multimodal circulation plan;
    - iii. Development details for the City of Spokane Integrated Capital Management Department;
    - iv. Limitations on uses allowed in the commercial portions of the Application; and
    - v. Emergency egress.



- U. As a result of the City's efforts, pursuant to the requirements of SMC 17G.020.070, the public has had extensive opportunities to participate throughout the process and persons desiring to comment were given an opportunity to do so.
- V. Except as may be otherwise indicated herein, the Plan Commission adopts the findings and analysis set forth in the Staff Report prepared for the Application (the "Staff Report").
- W. The Plan Commission finds that the proposal meets the intent and requirements of the Comprehensive Plan, most specifically Policies LU 1.4, Higher Intensity Residential Areas, LU 1.8, General Commercial Uses, and LU 6.2, Open Space.
- X. The Plan Commission finds that the proposal meets the decision criteria established by SMC 17G.020.030, as described in the Staff Report.

### **CONCLUSIONS:**

Based upon the application materials, staff analysis (which is hereby incorporated into these findings, conclusions, and recommendation), SEPA review, agency and public comments received, and public testimony presented regarding application File No. Z23-479COMP, the Plan Commission makes the following conclusions with respect to the review criteria outlined in SMC 17G.020.030:

1. The Application was submitted in a timely manner and added to the 2023/2024 Annual Comprehensive Plan Amendment Work Program, and the final review application was submitted as provided in SMC 17G.020.050(D).
2. Interested agencies and the public have had extensive opportunities to participate throughout the process and persons desiring to comment have been given that opportunity to comment.
3. The Application is consistent with the goals and purposes of GMA.
4. Any potential infrastructure implications associated with the Application will either be mitigated through projects reflected in the City's relevant six-year capital improvement plans or through enforcement of the City's development regulations at time of development.
5. As outlined in above in the Findings of Fact, the Application is internally consistent as it pertains to the Comprehensive Plan, as described in SMC 17G.020.030.E.
6. The Application is consistent with the Countywide Planning Policies for Spokane County, the comprehensive plans of neighboring jurisdictions, applicable capital facilities plans, the regional transportation plan, and official population growth forecasts.
7. The Application has been considered simultaneously with the other proposals included in the 2024 Annual Comprehensive Plan Amendment Work Program in order to evaluate the cumulative effect of all the proposals.
8. SEPA review was completed for the Application.
9. The Application will not adversely affect the City's ability to provide the full range of urban public facilities and services citywide at the planned level of service, or consume public resources otherwise needed to support comprehensive plan implementation strategies.

10. The Application proposes a land use designation that is in conformance with the appropriate location criteria identified in the comprehensive plan (e.g., compatibility with neighboring land uses, proximity to arterials, etc.).
11. The proposed map amendment and site is suitable for the proposed designation.
12. The map amendment would implement applicable comprehensive plan policies better than the current map designation.

**RECOMMENDATIONS:**

In the matter of Z23-479COMP, a request by Dwight Hume of Land Use Solutions and Entitlement on behalf of Excelsior Wellness, and expanded by the City of Spokane, to change the land use plan designation of 35.1 acres of land from “Residential Low” to “General Commercial”, “Conservation Open Space”, and “Residential Moderate” with a corresponding change of the implementing zoning from “R1” to “R1”, “RMF”, and “Community Business, 55-foot height limit (CB-55)”. Based upon the above listed findings and conclusions, by a vote of **8 to 0, with one abstention**, the Spokane Plan Commission recommends City Council **APPROVE** the requested amendment to the Land Use Plan Map of the City’s Comprehensive Plan with corresponding amendment to the City’s Zoning Map, subject to the removal of parcel 26261.3401, a change to the Potential Open Space designation, and the adoption of a development agreement between the City and the applicant, and authorizes the President to prepare and sign on the Commission’s behalf a written decision setting forth the Commission’s findings, conclusions, and recommendation on the application.

*Greg Francis*  
Greg Francis (Oct 22, 2024 15:12 PDT)

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**Greg Francis, President**  
Spokane Plan Commission  
Date: Oct 22, 2024









# PC Findings and Conclusions - Z23-479COMP

Final Audit Report

2024-10-22

Created:	2024-10-22
By:	Angela McCall (amccall@spokanecity.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAxOv6ilLHwbyHTOdw7PRSXsa2rJ7laf0d

## "PC Findings and Conclusions - Z23-479COMP" History

-  Document created by Angela McCall (amccall@spokanecity.org)  
2024-10-22 - 5:23:43 PM GMT
-  Document emailed to gfrancis@spokanecity.org for signature  
2024-10-22 - 5:23:57 PM GMT
-  Email viewed by gfrancis@spokanecity.org  
2024-10-22 - 10:10:18 PM GMT
-  Signer gfrancis@spokanecity.org entered name at signing as Greg Francis  
2024-10-22 - 10:12:49 PM GMT
-  Document e-signed by Greg Francis (gfrancis@spokanecity.org)  
Signature Date: 2024-10-22 - 10:12:51 PM GMT - Time Source: server
-  Agreement completed.  
2024-10-22 - 10:12:51 PM GMT


**2023/2024 Comprehensive Plan Amendments**
**STAFF REPORT FOR FILE Z23-479COMP (INDIAN TRAIL)**

Department of Neighborhood and Planning Services

The following staff report concerns a proposed amendment to the City's current Comprehensive Plan. The proposal is to amend the land use plan map designation and zoning of one or more parcels in the City of Spokane. Amendments to the Comprehensive Plan are enabled by Spokane Municipal Code (SMC) 17G.020 and Revised Code of Washington (RCW) 36.70A.130.

**I. PROPERTY SUMMARY**

<b>Parcel(s):</b>	<i>Applicant Proposal:</i> 26262.0010, 26262.0018, 25262.0054, 26262.0055, & 26265.0048  <i>City Expanded Area:</i> 25261.3401 (partial), 25262.2620 (partial), & 25262.2621 (partial)
<b>Address(es):</b>	<i>Applicant Proposal:</i> 3754, 3910, & 4110 W Indian Trail Road  <i>City Expanded Area:</i> 3925 & 4041 W Osage Way
<b>Property Size:</b>	<i>Applicant Original Proposal:</i> 32.1 acres <i>City-Proposed Expanded Area:</i> 3.0 acres
<b>Legal Description:</b>	See <b>Exhibit K</b>
<b>General Location:</b>	Northeast of W Indian Trail Road between W Janice Ave and W Weile Ave
<b>Current Use:</b>	Multiple healthcare structures, a gym, pool, and parking lots as well as large amount of vacant/undeveloped land.

**II. APPLICANT SUMMARY**

This application has two applicants—a private applicant and the City of Spokane itself. The following information regards the original private applicant:

<b>Agent:</b>	Dwight Hume, Land Use Solutions & Entitlement
<b>Applicant:</b>	Excelsior Wellness
<b>Property Owner:</b>	Excelsior Wellness

The following information regards the properties added by the City:

<b>Representative:</b>	Kevin Freibott, Planning & Economic Development, City of Spokane
<b>Property Owners:</b>	Brian & Emily Walters, Scott Tetz & Kelsey Martell, and the Hillside Park Owners Association

### III. PROPOSAL SUMMARY

<b>Current Land Use Designation:</b>	Residential Low
<b>Proposed Land Use Designation:</b>	General Commercial, Residential Moderate, Residential Low, and Conservation Open Space
<b>Current Zoning:</b>	R1
<b>Proposed Zoning:</b>	Community Business (55' maximum height), Residential Multi-Family, and R1
<b>SEPA Status:</b>	A SEPA threshold determination of Mitigated Non-Significance (MDNS) was made on September 16, 2024. The appeal deadline is 5:00 PM on October 8, 2024.
<b>Plan Commission Hearing Date:</b>	October 9, 2024
<b>Staff Contact:</b>	Kevin Freibott, Senior Planner, <a href="mailto:kfreibott@spokanecity.org">kfreibott@spokanecity.org</a>
<b>Staff Recommendation:</b>	<b>No Recommendation</b>

### IV. BACKGROUND INFORMATION

- General Proposal Description:** Pursuant to the procedures established by SMC 17G.020, enabled by RCW 36.70A.130, the applicant asked the City of Spokane to amend the land use plan map designation (Map LU-1 of the Comprehensive Plan) from “Residential Low” to “General Commercial”, “Residential Moderate”, “Residential Low” and “Conservation Open Space” and zoning designation (Official Zoning Map of the City of Spokane) from “R1” to “Community Business 55”, “Residential Multi-Family”, and “R1” for five (5) parcels in the Balboa/South Indian Trail Neighborhood. No specific development is proposed on the properties at this time, though the applicant has stated their preference to develop the site with a range of housing and commercial uses in the future.

During the threshold determination process and setting of the Work Program, City Council added portions of three additional parcels to the proposal. Portions of two parcels containing single-unit homes (26262.2620 and 26262.2621) were included to create a somewhat consistent depth of moderate-intensity use from W Indian Trail Rd. The third parcel (26261.3401), in part, was included to create a more cohesive shape for the Conservation Open Space portion—a result of past platting on the site and not the fault of either property owner. These additional areas added approximately 3.0 acres to the proposal for a total of 35.1 acres.

- Site Description and Physical Conditions:** The applicant’s parcels contain several structures remaining from a youth home and treatment center on the property as well as other attendant buildings and an outpatient treatment center. Various parking areas and driveways remain on the site as well. However, the majority of the applicant’s parcels are vacant and have never been developed. The northeastern third of the properties contain a steep slope rising to the northeast towards the Five Mile bluff.

The two additional parcels on Osage Way contain a single-unit home each and a small area of landscaping. The portions of those parcels included by the City in this proposal are undeveloped and exist at a much lower grade than the homes themselves. The easternmost of those two parcels does include a recently installed chain-link fence but the westernmost parcel is currently unfenced. The portion of the property owned by the Hillside Park Owners Association is likewise undeveloped and unfenced.

- 3. Property Ownership:** The original applicant’s properties are all owned by Excelsior Wellness. As for the parcels added to the proposal by City Council, the ownership is as follows:

Parcel 26262.2620: Scott Tetz & Kelsey Martell (0.44 acres)  
 Parcel 26262.2621: Brian & Emily Walters (0.44 acres)  
 Parcel 26261.3401: Hillside Park Owners Association (2.12 acres)

Regarding the portion owned by Hillside Park Owners Association, this property was platted under a Planned Unit Development (PUD) approved by the City of Spokane in 1998 (File Z9600025PP/PUD).

- 4. Adjacent Property Improvements and Uses:** The proposal is surrounded by existing development of the following nature:

Boundary	Land Use	Zone	Use
North	Residential Low	R1	Single-unit homes and neighborhood streets.
East	Residential Low	R1	Single-unit homes and neighborhood streets, some open/undeveloped areas.
South	Residential Low	R1	Single-unit homes and neighborhood streets as well as a church and private school complex.
West	Residential Low	R1	Single-unit homes and neighborhood streets.

- 5. Street Class Designations:** W Indian Trail Rd is designated as a Major Arterial. All remaining nearby streets are designated as “local” streets.
- 6. Current Land Use Designation and History:** As shown in **Exhibit B**, the subject parcels are currently designated for Residential Low in the Comprehensive Plan. While the name of that land use designation has changed from Residential 4-10 to its current name of Residential Low, the subject parcels have been designated as the lowest level of residential intensity since the City’s adoption of the Growth Management Act (GMA) compliant Comprehensive Plan in 2001.
- 7. Proposed Land Use Designation:** As shown in **Exhibit B**, the proposal is to amend the land use plan map designation to designate approximately 6.9 acres “General Commercial,” 21.5 acres as “Residential Moderate”, 2.9 acres as “Conservation Open Space”, and leave the remaining 0.8 acres as “Residential Low.”

Regarding the parcels added by City Council, the two northernmost parcels would be designated “Residential Moderate,” an area of approximately 0.9 acres. The third additional parcel, the easternmost addition, would be designated “Conservation Open Space,” totaling approximately 2.1 acres.

During the Plan Commission workshop, staff provided a comparison of different open space land use plan map designations, as described in Chapter 3 of the Comprehensive Plan. In summary, “Conservation Open Space” is described in the Comprehensive Plan as publicly owned, undeveloped, and designated to stay in its natural state. However, “Potential Open Space” is described as being privately held, undeveloped, and intended for future conservation. Staff felt at the time that “Potential Open Space” would be a better designation for this area in the proposal. Plan Commission appeared to agree—though such a change would have to be requested at the Hearing stage (see Section VI.2.K below for more detail).

In addition, staff provided an analysis of the parcel owned by Hillside Park Owners Association. Hillside Park Owners Association’s property was platted in 1998 following an application and pre-plat in 1996 (File Z9600025PP/PUD). As a condition of the Hearing Examiner’s decision at the time, development of the property owned by Hillside Park Owners was conditioned to be “developed substantially in accordance with the preliminary PUD development plan of Hillside Park PUD, which is submitted and in the record as Exhibit #2F.” That exhibit shows the overall platting plan for the project, which designates the large portion of the property that abuts the Excelsior Wellness property as “common area.” In the dedications of the plat, the conditions state “no portion of [the common area] may be used for any residential structure or transferred as a lot to be used for any residential structure, but must be left in open space for the common use . . . and be held in common ownership by the Hillside Park Owners Association.”<sup>1</sup> Accordingly, the Covenants, Conditions, and Restrictions of the Hillside Park Owners Association conform to the same restriction. Considering the existing limitations on the property, staff feels this portion of the parcel is already sufficiently protected from incursion by development or other uses that might impact the intent and function of the applicant’s open space area. As such, it is the recommendation of staff that the Plan Commission consider conditioning any recommendation for this proposal to exclude any changes to the Hillside Park Owners Association property. In other words, that portion of parcel added to the application by City Council should remain as-is, with no change to its land use plan map designation.

- 8. Current Zoning and History:** As shown in **Exhibit C**, the subject parcels are currently zoned R1, the lowest intensity residential zoning in the City. The subject parcels have been classified the same since the adoption of the current zoning map, except for the renaming of the “RSF” zone to “R1” in January 2024. The historical zoning, prior to 2006, is shown in the table below.

Year	Zone	Description
1958	N/A	These properties were not yet annexed to the City.
1975	R1	One-family residence zone.
After 1975, Prior to 2006	R1	One-family residence zone

<sup>1</sup> Hillside Park Planned Unit Development, Final PUD Plat, page 1, November 1997, page 1, Dedications.

- 9. Proposed Zoning:** As Shown in **Exhibit C**, 6.9 acres of the applicant’s property would be zoned Community Business – 50, 21.5 acres would be zoned Residential Multi-Family (RMF), and the remainder of their properties would remain zoned for R1. Note that while approximately 2.9 acres of the site would be designated on the Land Use Plan Map as Conservation Open Space, there is no corresponding zoning district for that land use plan map designation. Accordingly, the Conservation Open Space portion would remain zoned as Residential 1 (R1).

As there is no dedicated zoning district for open space in the City, the portion of the adjacent parcel 26261.3401, the parcel owned by Hillside Park Owners Association, would be remain zoned as R1. Those portions of the other two parcels added to the proposal by City Council, parcels 25262.2620 and 25262.2621, would be rezoned RMF under this proposal.

**V. APPLICATION PROCESS AND PUBLIC COMMENT**

- 1. Key Steps:** The application is being processed according to SMC 17G.060, including the following steps:

Application Submitted .....	October 31, 2023
Threshold Application Certified Complete .....	November 30, 2023
Council Threshold Subcommittee Established <sup>2</sup> .....	January 22, 2024
Council Threshold Subcommittee Met .....	February 9, 2024
Annual Work Program Set <sup>3</sup> .....	March 25, 2024
Agency/Department Comment Period Ended .....	May 21, 2024
Notice of Application Posted .....	June 10, 2024
Plan Commission Workshop .....	July 24, 2024
60-Day Public Comment Period Ended .....	August 9, 2024
SEPA Determination Issued .....	September 16, 2024
Notice of Public Hearing Posted .....	September 25, 2024
Plan Commission Hearing Date (Scheduled) .....	October 9, 2024

- 2. Agency Comments Received:** A Request for Comments was issued for this proposal on May 7, 2024 by sending it to local agencies, jurisdictions, City departments, and the neighborhood council in which the proposal is located. This request initiated an agency comment period that ended May 21, 2024. Three comments were received during the agency comment period, as follows:

- Integrated Capital Management (ICM) Department: ICM requested a traffic generation memo for the proposal. That memo was provided and ICM had no further requests of the applicant. ICM staff then requested that the City condition the project to provide a site plan prior to approval of any building permits so that impacts to W Indian Trail Rd, specifically as

<sup>2</sup>Spokane City Council Resolution 2024-0002

<sup>3</sup>Spokane City Council Resolution 2024-0029

they relate to a possible future signal to access the site, are evaluated prior to any construction. That condition has been made a mitigation measure on the project SEPA determination (see section VI.2.H below for more detail, as well as **Exhibit H**).

- **Spokane Tribe of Indians:** The tribe provided a few questions to be answered at the development stage, including the amount of vegetation to be removed/replaced, cultural clearance of staging, and the need to prepare construction crews for inadvertent discovery of cultural artifacts on site. Those requirements are functions of a future building permit, if one is applied for by the applicant following adoption of this proposal. At this time no actual construction is proposed for the project, thus these requirements have not been applied to the land use and zoning changes proposed here. It is important to note that the Tribe is consulted when building permits are processed at the City, so they will have the opportunity to analyze this project when and if it comes to construction. Furthermore, the SMC already requires that projects have an inadvertent discovery plan, which typically includes education for crews working on site and pre-planned procedures to follow in the event that cultural resources are discovered.
- **Spokane Transit Authority:** STA provided a letter supportive of increased density near existing transit routes and requesting that the City coordinate with STA on future construction applications on this site. STA is one of the many agencies notified whenever the City considers a land use or development proposal, thus they will be consulted as requested.

Copies of all agency comments received are included in this staff report as **Exhibit I**.

3. **Public Comments Received:** A Notice of Application was issued for the proposal on June 10, 2024, initiating a public comment period that ended August 9, 2024. The City received numerous comment letters from the public both before and during the public comment period. Due to the large number of responses, staff has cataloged those comments and responses in the attached **Exhibit J**.
4. **Public Workshop:** A public workshop with the Spokane Plan Commission was held on July 24, 2024, during which the particulars of the proposal were presented to the Plan Commission for their consideration and discussion. During that hearing staff discussed their recommendation that the Hillside Park property be excluded from the application as well as the land use plan map designation for the open space portion of the proposal. No public comment was taken during the workshop per Plan Commission rules.

## VI. APPLICATION REVIEW AND ANALYSIS

1. **Guiding Principles:** SMC 17G.020.010 provides the following guiding principles for the annual comprehensive plan amendment process:
  - A. Keep the comprehensive plan alive and responsive to the community.
  - B. Provide for simultaneous review of proposals to allow for cumulative impact analysis of all applications on a City-wide basis and in conjunction with budget decisions.

- C. Make map adjustments based on a foundation in policy language, consistently applying those concepts citywide.
  - D. Honor the community's long-term investment in the comprehensive plan, through public participation and neighborhood planning processes, by not making changes lightly.
  - E. Encourage development that will enable our whole community to prosper and reinforce our sense of place and feeling of community, in an ecologically, economically, and socially sustainable manner.
  - F. Amendments to the comprehensive plan must result in a net benefit to the general public.
2. **Review Criteria:** SMC 17G.020.030 provides a list of considerations that are to be used, as appropriate, by the applicant in developing an amendment proposal, by planning staff in analyzing a proposal, by the Plan Commission making a recommendation on a proposal, and by the City Council in making a decision on the proposal. Following each of the considerations is staff's analysis relative to the proposed amendment.
- A. Regulatory Changes:** *Amendments to the comprehensive plan must be consistent with any recent state or federal legislative actions, or changes to state or federal regulations, such as changes to the Growth Management Act, or new environmental regulations.*

Staff Analysis: Staff reviewed and processed the proposed amendment under the most current regulations contained in the Growth Management Act, the Washington State Environmental Policy Act (SEPA), and the Spokane Municipal Code. Staff is unaware of any recent federal, state, or legislative actions with which the proposals would be in conflict, and no comments were received to this effect from any applicable agencies receiving notice of the proposal.

The proposal satisfies this criterion.

- B. GMA:** *The change must be consistent with the goals and purposes of the State Growth Management Act.*

Staff Analysis: The Growth Management Act (GMA) details 13 goals to guide the development and adoption of comprehensive plans and development regulations (RCW 36.70A.020, "Planning Goals"), which guided the City's development of its own comprehensive plan and development regulations. No comments received or other evidence in the record indicates inconsistency between the proposed plan map amendment and the goals and purposes of the GMA.

The proposal satisfies this criterion.

- C. Financing:** *In keeping with the GMA's requirement for plans to be supported by financing commitments, infrastructure implications of approved comprehensive plan amendments must be reflected in the relevant six-year capital improvement plan(s) approved in the same budget cycle.*

Staff Analysis: The ICM department requested and received a traffic generation memo for this proposal, but did not require a full Traffic Impact Analysis. While the proposal would not by itself meet the requirements for a future signal on Indian Trail Rd, one may be required as development progresses in order to provide safe access to the site. To this end a mitigation measure has been included in the attached SEPA determination that requires the approval of a Development



Agreement prior to any development on site, so that any additional infrastructure needed to access the project can be determined and funding secured.

The subject properties are already served by water, sewer, bus service, and adjacent existing City streets. Additionally, any subsequent development of the site will be subject to a concurrency determination pursuant to SMC 17D.010.020.

The proposal satisfies this criterion.

- D. Funding Shortfall:** *If funding shortfalls suggest the need to scale back on land use objectives and/or service level standards, those decisions must be made with public input as part of this process for amending the comprehensive plan and capital facilities program.*

Staff Analysis: No evidence of a potential funding shortfall from this proposal exists.

The proposal satisfies this criterion.

**E. Internal Consistency:**

1. *The requirement for internal consistency pertains to the comprehensive plan as it relates to all its supporting documents, such as the development regulations, capital facilities program, shoreline master program, downtown plan, critical area regulations, and any neighborhood planning documents adopted after 2001. In addition, amendments should strive to be consistent with the parks plan, and vice versa. For example, changes to the development regulations must be reflected in consistent adjustments to the goals or policies in the comprehensive plan. As appropriate, changes to the map or text of the comprehensive plan must also result in corresponding adjustments to the zoning map and implementation regulations in the Spokane Municipal Code.*

Staff Analysis: The proposal is internally consistent with applicable supporting documents of the Comprehensive Plan as follows:

- *Development Regulations.* As a non-project proposal, there are no specific plans for development of these sites. Additionally, any future development will be required to be consistent with the current development regulations at the time of application submittal. The proposal does not result in any non-conforming uses or development and staff finds no reason to indicate that the proposed Comprehensive Plan Land Use Plan Map and concurrent zone change would result in a property that cannot be reasonably developed in compliance with applicable regulations. In fact, the presence of structures and uses on the site reinforces the idea that this location can be developed according to the standards of the City's development regulations.
- *Capital Facilities Program.* As described in the staff analysis of criterion C above, no additional infrastructure or capital expenditures by the City are anticipated for this non-project action, and it is not anticipated that the City's integrated Capital Facilities Program would be affected by the proposal.

- *Neighborhood Planning Documents Adopted after 2001.* The Balboa/South Indian Trail neighborhood has not completed a neighborhood planning process.
- *Miscellaneous Comprehensive Plan Goals and Policies.* Staff have compiled a list of Comprehensive Plan Goals and Policies which bear on the proposal in **Exhibit E** of this report. Further discussion of these policies is provided under section K.2 below.

The proposal satisfies this criterion.

2. *If a proposed amendment is significantly inconsistent with current policy within the comprehensive plan, an amendment proposal must also include wording that would realign the relevant parts of the comprehensive plan and its other supporting documents with the full range of changes implied by the proposal.*

Staff Analysis: The proposal's consistency with the goals and policies of the Comprehensive Plan is complex and undetermined. See criterion K below for an in-depth discussion of this. Accordingly, staff cannot provide an opinion on this criterion and defers to Plan Commission for that determination when making their final recommendations on the proposal.

Staff expresses no opinion whether the proposal meets this criterion.

- F. Regional Consistency:** *All changes to the comprehensive plan must be consistent with the countywide planning policies (CWPP), the comprehensive plans of neighboring jurisdictions, applicable capital facilities or special district plans, the regional transportation improvement plan, and official population growth forecasts.*

Staff Analysis: The proposed change in land use designations affects a moderately small area within an existing urbanized area with no foreseeable implications to regional or inter-jurisdictional policy issues. No comments have been received from any agency, City department, or neighboring jurisdiction which would indicate that this proposal is not regionally consistent.

The proposal satisfies this criterion.

- G. Cumulative Effect:** *All amendments must be considered concurrently in order to evaluate their cumulative effect on the comprehensive plan text and map, development regulations, capital facilities program, neighborhood planning documents, adopted environmental policies and other relevant implementation measures.*

1. **Land Use Impacts:** *In addition, applications should be reviewed for their cumulative land use impacts. Where adverse environmental impacts are identified, mitigation requirements may be imposed as a part of the approval action.*
2. **Grouping:** *Proposals for area-wide rezones and/or site-specific land use plan map amendments may be evaluated by geographic sector and/or land use type in order to facilitate the assessment of their cumulative impacts.*

Staff Analysis: The City is concurrently reviewing this application and five other applications for Comprehensive Plan amendments as part of an annual plan amendment

cycle. All six proposals are for amendments to the land use plan map (LU-1) with attendant rezones. When considered together, these various applications do not interact, nor do they augment or detract from each other. Thus, the cumulative effects of these various applications are minor.

The proposal satisfies this criterion.

**H. SEPA:** *SEPA<sup>4</sup> Review must be completed on all amendment proposals and is described in Chapter 17E.050.*

1. **Grouping:** *When possible, the SEPA review process should be combined for related land use types or affected geographic sectors to better evaluate the proposals' cumulative impacts. This combined review process results in a single threshold determination for those related proposals.*
2. **DS:** *If a determination of significance (DS) is made regarding any proposal, that application will be deferred for further consideration until the next applicable review cycle to allow adequate time for generating and processing the required environmental impact statement (EIS).*

Staff Analysis: The application is under review in accordance with the State Environmental Policy Act (SEPA), which requires that the potential for adverse environmental impacts resulting from a proposal be evaluated during the decision-making process. On the basis of the information contained in the environmental checklist (see **Exhibit G**), written comments from local and State departments and agencies concerned with land development within the City, and a review of other information available to the Director of Planning Services, a Mitigated Determination of Non-Significance was issued on September 16, attached as **Exhibit H**.

The proposal satisfies this criterion.

1. **Adequate Public Facilities:** *The amendment must not adversely affect the City's ability to provide the full range of urban public facilities and services (as described in CFU 2.1 and CFU 2.2) citywide at the planned level of service, or consume public resources otherwise needed to support comprehensive plan implementation strategies.*

Staff Analysis: The proposal represents a change in land use plan map designation and zoning for a location already described for urban-scale development in the Comprehensive Plan. The nature of that potential development would change (low intensity residential to moderate intensity residential and some commercial) but the result on public facilities still represents urban development with similar impacts to urban services. To ensure that this proposal would not adversely affect the provision of public facilities, either existing or planned, the proposal was routed to City departments for review early in the application process. Only the ICM department has identified a potential impact related to access onto Indian Trail Rd. A mitigation measure has been included in the MDNS for this project accordingly. No other evidence has been found that

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<sup>4</sup> State Environmental Protection Act

would indicate a shortage in any public facility or infrastructure. Any subsequent development of the site will be subject to a concurrency determination pursuant to SMC 17D.010.020.

The proposal satisfies this criterion.

- J. **UGA:** *Amendments to the urban growth area boundary may only be proposed by the City Council or the mayor of Spokane and shall follow the procedures of the countywide planning policies for Spokane County.*

Staff Analysis: The proposal does not include an expansion to the UGA, as the site is already located within the City and Urban Growth Area.

This criterion does not apply.

K. **Demonstration of Need:**

1. **Policy Adjustments:** *Proposed policy adjustments that are intended to be consistent with the comprehensive plan should be designed to provide correction or additional guidance so the community's original visions and values can better be achieved. The need for this type of adjustment might be supported by findings from feedback instruments related to monitoring and evaluating the implementation of the comprehensive plan.*

Staff Analysis: The proposal does not include a policy adjustment.

This criterion does not apply.

2. **Map Changes:** *Changes to the land use plan map (and by extension, the zoning map) may only be approved if the proponent has demonstrated that all of the following are true:*

- a. *The designation is in conformance with the appropriate location criteria identified in the comprehensive plan (e.g., compatibility with neighboring land uses, proximity to arterials, etc.);*

Staff Analysis: The primary Comprehensive Plan policy that guides the location of General Commercial uses is LU 1.8, General Commercial Uses. LU 1.8 states that general commercial uses should be directed to “to Centers and Corridors designated on the Land Use Plan Map.”<sup>5</sup> This proposal is not located in or near a Center or Corridor. However, LU 1.8 also includes an exception to this requirement, stating that “exceptions to the containment policy may be allowed for limited expansions adjacent to existing General Commercial areas located outside Centers and Corridors.”<sup>6</sup> The policy then states that the following factors should be considered in these cases:

. . . maintaining the minimum depth from an arterial street necessary for the establishment of a general commercial neighborhood business; avoiding intrusion where incompatible

<sup>5</sup> Shaping Spokane, the Comprehensive Plan for the City of Spokane, page 3-12.

<sup>6</sup> Ibid., page 3-13.

into established neighborhoods; and implementing transitional land uses with the intent of protecting neighborhood character.<sup>7</sup>

The proposal is located outside any designated Centers or Corridors. Likewise, it is not located adjacent to any General Commercial areas, being entirely surrounded by Residential Low uses. The nearest commercial use is the small shopping center approximately 0.35 miles to the southeast along Indian Trail Rd. A second shopping center is found to the northwest, approximately 0.91 miles distant.

Regarding depth from the arterial, the deepest the proposed commercial uses would be from the street is 427 feet. This distance represents the depth from the street to the rear side of the existing non-residential uses on the site. Policy LU 1.8 does not provide any guidance as to how much distance from an arterial is necessary, rather that the City merely “consider” the distance as a factor in the decision.

Regarding intrusion into incompatible neighborhoods and transitional uses, the placement of general commercial land uses within an established single-unit residential neighborhood could be problematic. In this regard, policy LU 1.8 includes a stipulation that transitional land uses be considered, to create a buffer of sorts between the commercial use and more sensitive uses like low-intensity residential. In the case of this proposal, the commercial land use would be wrapped by moderate-intensity residential uses to the north and southeast. Where more intense residential uses are not to be implemented to the east, a large open space area is proposed. However, no buffer would exist between the commercial uses and adjacent low-intensity residential uses to the southwest across W Indian Trail Road.

Regarding the Residential Moderate portions of the proposal, those uses are guided by policy LU 1.4, Higher Intensity Residential Areas. This policy states that new higher intensity uses should be located “in and around Centers and Corridors” and where existing development already conforms to this type. The subject parcels are neither near a Center or Corridor, nor is there any other multi-family residential uses in the proximity. The policy does make some allowance for placing higher intensity uses outside Centers and Corridors but says that proximity to commercial or downtown uses should be considered. In this case, the only commercial uses nearby are in the small shopping area approximately 0.35 miles southeast. Regardless, the applicant has indicated that the commercial uses they propose on the site would accommodate this need for nearby services.

Regarding the open space portion of the proposal, the primary policy guiding open space designations is Policy LU 6.2, Open Space. That policy provides for three types of open space: Conservation Open Space, Potential Open Space, and

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<sup>7</sup> Ibid.

Open Space. The applicant has proposed Conservation Open Space for a portion of their property. However, the policy goes on to state that Conservation Open Space should be publicly owned, undeveloped, and designated to remain in its natural state. This is neither publicly owned land, nor is the applicant seeking for a public entity to purchase and manage the site. When defining Potential Open Space, conversely, the policy allows for it to be privately held and intended for conservation. This portion of the site appears to better match the guidance for Potential Open Space rather than Conservation Open Space.

According to the above analysis, this proposal might conflict with the location policies in the Comprehensive Plan in certain ways. These potential conflicts raise the following questions:

- Whether General Commercial uses are appropriate, given the impacts to adjacent low-intensity residential uses;
- Whether the commercial opportunities granted by the small shopping center to the southeast plus any to be developed on site are sufficient to place Residential Moderate uses on the site; and
- Whether Potential Open Space is a better designation for the site than Conservation Open Space.

Accordingly, staff cannot provide a determination as to whether the proposal meets this criterion or not. Staff requests that Plan Commission provide input and a determination as to the proposal's relationship with Policies LU 1.8, LU 1.4, and LU 6.2 when considering their recommendation on this project at the hearing stage.

**b. *The map amendment or site is suitable for the proposed designation.***

Staff Analysis: This location has been planned for urban-scale development since it was added to the City in 1956 and 1966. The relatively undeveloped state of these properties does not point to a condition that would prevent physical development on this site—in fact there has been development on some of the properties in the past. Accordingly, there is no substantial sign that these properties cannot be developed in a manner proposed by the applicant. Some portions are too steep and contain large boulders or other impediments, but the applicant has requested open space designations for most of this area. Furthermore, any future grading or building permits are required by the SMC to demonstrate that they can be developed safely.

**c. *The map amendment implements applicable comprehensive plan policies and subarea plans better than the current map designation.***

Staff Analysis: See the discussion under K.2 above. While the relationship of this proposal with the location criteria in the Comprehensive Plan remains unclear, there are other factors at play. As this proposal would, if approved, place higher

intensity residential and commercial uses in an existing low intensity residential neighborhood, there are arguments in the Comprehensive Plan for such an action, outside the location criteria.

The vision and values section of Chapter 3, Land Use, provides for the general vision to be implemented by the various policies in the Chapter. Two statements in that section appear supportive of the proposal, as follows:

- Developing and maintaining access to amenities, services, education, and employment for people of all ages and abilities in all parts of the city;
- Celebrating the uniqueness of each neighborhood while allowing for growth and diversity everywhere;<sup>8</sup>

The area in which the proposal is located is almost devoid of any use but single-family residential use. There are no other housing types in the vicinity and only very limited commercial/service opportunities save for almost a mile northwest in the North Indian Trail neighborhood and some distance southeast. This area is largely homogenous, contrary to the vision and values' call for diversity.

A few policies in Chapter 3 call for greater diversity in neighborhoods, including LU 1.1, Neighborhoods, which states that neighborhoods should include a "housing assortment" or different types, along with a neighborhood center where retail and services is clustered. Balboa/North Indian Trail has only one Center, a currently "unplanned" District Center far east of the project site on Maple/Ash. Policy LU 1.3, Lower Intensity Residential Areas, also gives some support for commercial/service opportunities even in lower intensity residential neighborhoods, stating "complementary types of development should include places for neighborhood residents to walk to work, shop, eat, and recreate."

Conversely, the Comprehensive Plan also includes a few statements and policies that would seem contrary to the proposal. First among these is the concept of Centers and Corridors, codified throughout Chapter 3 but primarily through Goal LU 3, Efficient Land Use, and its attendant policies. One type of Center, the Neighborhood Center, could accomplish some of the same goals as the proposal. Per Policy LU 3.2, a Neighborhood Center contains neighborhood-scale commercial and mixed-use areas along principal arterials intended to provide services to people living both in and outside the surrounding neighborhood. However, to establish a Center in this location would require a multi-year Sub Area Plan, not a Comprehensive Plan Amendment (per Policies LU 3.3 and LU 3.4). Coupled with the fact that the City is currently facing a major periodic update of its Comprehensive Plan in 2025 and 2026, time required to designate and plan a Neighborhood Center in this location could be significant.

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<sup>8</sup> Chapter 3, Shaping Spokane, the Spokane Comprehensive Plan, p. 3-5

The Vision and Values section of Chapter 3 includes statements that development should be encouraged in built areas, but also should be complementary to the existing area. Policy LU 1.1, mentioned previously, also states that Neighborhood Centers are where higher density housing should be centered. Finally, Policy LU 5.5 states that new development should seek to be “compatible with and complement surrounding uses and building types.”

The relationship of this proposal with the vision and development strategy in the Comprehensive Plan is complex and unclear. There appear to be multiple statements in support of such a proposal and multiple statements in conflict with it. As such, the relationship of this proposal to the implementation of the overall Comprehensive Plan vision and strategy remains unclear.

Staff expresses no opinion whether the proposal meets this criterion.

- 3. Rezones, Land Use Plan Amendment:** *Corresponding rezones will be adopted concurrently with land use plan map amendments as a legislative action of the city council. If policy language changes have map implications, changes to the land use plan map and zoning map will be made accordingly for all affected sites upon adoption of the new policy language. This is done to ensure that the comprehensive plan remains internally consistent and to preserve consistency between the comprehensive plan and supporting development regulations.*

Staff Analysis: If this proposal is adopted by City Council, changes will occur concurrently between the Land Use Plan Map in the Comprehensive Plan and the Zoning Map.

The proposal satisfies this criterion.

## VII. CONCLUSION

The proposal has been processed and considered according to the requirements of the Spokane Municipal Code. Staff defers to the Plan Commission to make a determination at the time of the hearing as to the consistency of the original applicant’s proposal with the final criteria for comprehensive plan amendments as provided in SMC 17G.020.030.

Following the close of public testimony and deliberations regarding conclusions with respect to the review criteria and decision criteria detailed in SMC Chapter 17G.020, Plan Commission will need to make a recommendation to City Council for approval or denial of the requested amendment to the Land Use Plan map of the City’s Comprehensive Plan.

## VIII. STAFF RECOMMENDATION

Staff has **no recommendation** for the proposal as it stands. However, Plan Commission could consider conditioning their recommendation on this proposal such that a Development Agreement between the City and the applicant be completed and adopted prior to any Comprehensive Plan Amendment taking effect, such that the following topics are addressed:

- A site plan indicating approximate uses and building footprints;



- On-site circulation and access plans that show how vehicles and non-vehicular transportation will access the site;
- Sufficient detail as to allow the Integrated Capital Management department to analyze and determine what, if any, additional infrastructure would be required on site (e.g. a new signal on W Indian Trail Rd).; and
- Limitations or design requirements for commercial uses on site that intend to lessen the effect of those commercial uses on adjacent existing low-intensity residential uses.

Negotiation and preparation of this Development Agreement could be done in consultation with ICM and STA staff as well, to meet the conditions of the MNDS and the comment received from STA.

The requirement that a Development Agreement be prepared and approved by City Council, one that considers and addresses the topics above, could be sufficient to allow Plan Commission and ultimately City Council to find that this proposal meets the decision criteria in SMC 17G.020.030. Such an agreement would be prepared and adopted by City Council *after* the consideration of the Comprehensive Plan Amendment. Accordingly, the map changes proposed by this Comprehensive Plan Amendment would not take effect until the Development Agreement is adopted by City Council, expected sometime in the future.

In addition to a Development Agreement, staff recommends that the portion of the proposal affecting parcel 26261.3401 be removed from the proposed changes and remain as currently described in the Land Use Plan Map and the City's Zoning Map.

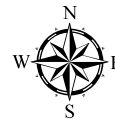
## **IX. LIST OF EXHIBITS**

- A. Aerial Photos
- B. Existing and Proposed Land Use Plan Map
- C. Existing and Proposed Zoning Map
- D. Application Notification Area
- E. List of Relevant Comp Plan Policies
- F. Application Materials
- G. SEPA Checklist
- H. SEPA Determination of Non-Significance
- I. Agency Comments
- J. Public Comments
- K. Legal Descriptions of Affected Parcels



# Exhibit A: Aerial Photos

Department of Planning & Economic Development



Draw Date: 3/27/2024

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



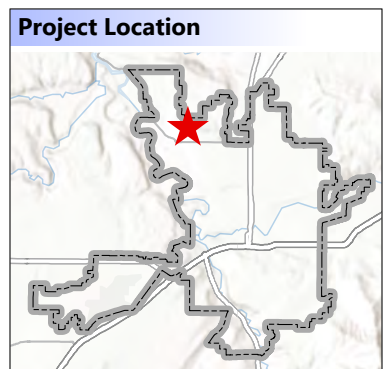
- Z23-479COMP
- City-Added Areas



**Agent:** Land Use Solutions & Entitlement

**Parcels:** 26261.3401  
26262.0010  
26262.0018  
26262.0054  
26262.0055  
26265.0048

**Size:** 35.1 acres  
(Size is Approximate)







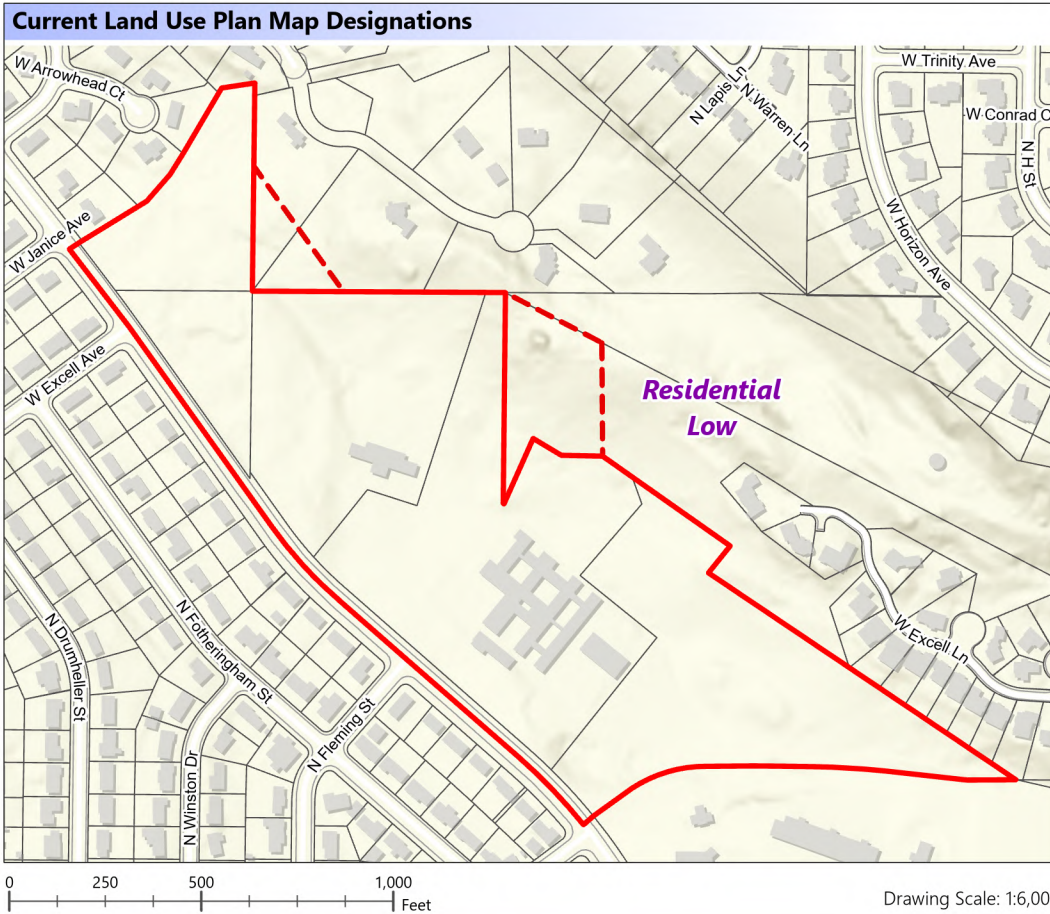
# Exhibit B: Land Use Plan Map Changes

Department of Planning & Economic Development

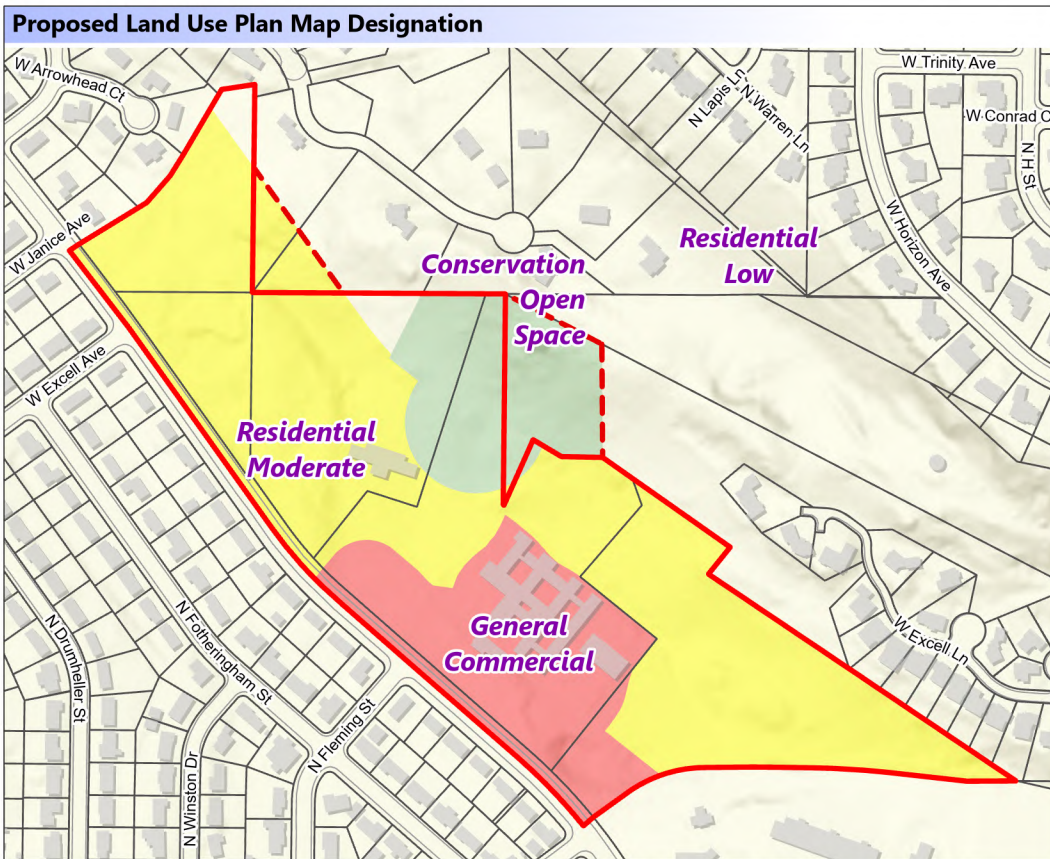


Draw Date: 7/17/2024

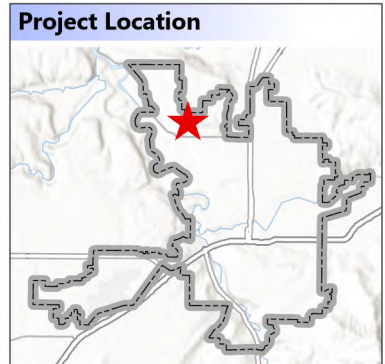
**THIS IS NOT A LEGAL DOCUMENT**  
The information shown on this map is compiled from various sources and is subject to constant revision. Information shown on this map should not be used to determine the location of facilities in relationship to property lines, section lines, streets, etc.



- Project Area
  - Expanded Area
  - Building
  - Parcel
  - Curb Line
- Land Use Plan Map Designation**
- General Commercial
  - Conservation Open Space
  - Residential Low
  - Residential Moderate



- Agent:** Land Use Solutions & Entitlement
- Parcels:** 26261.3401  
26262.0010  
26262.0018  
26262.0054  
26262.0055  
26262.2620  
26262.2621  
26265.0048
- Size:** 35.1 acres  
(Size is Approximate)



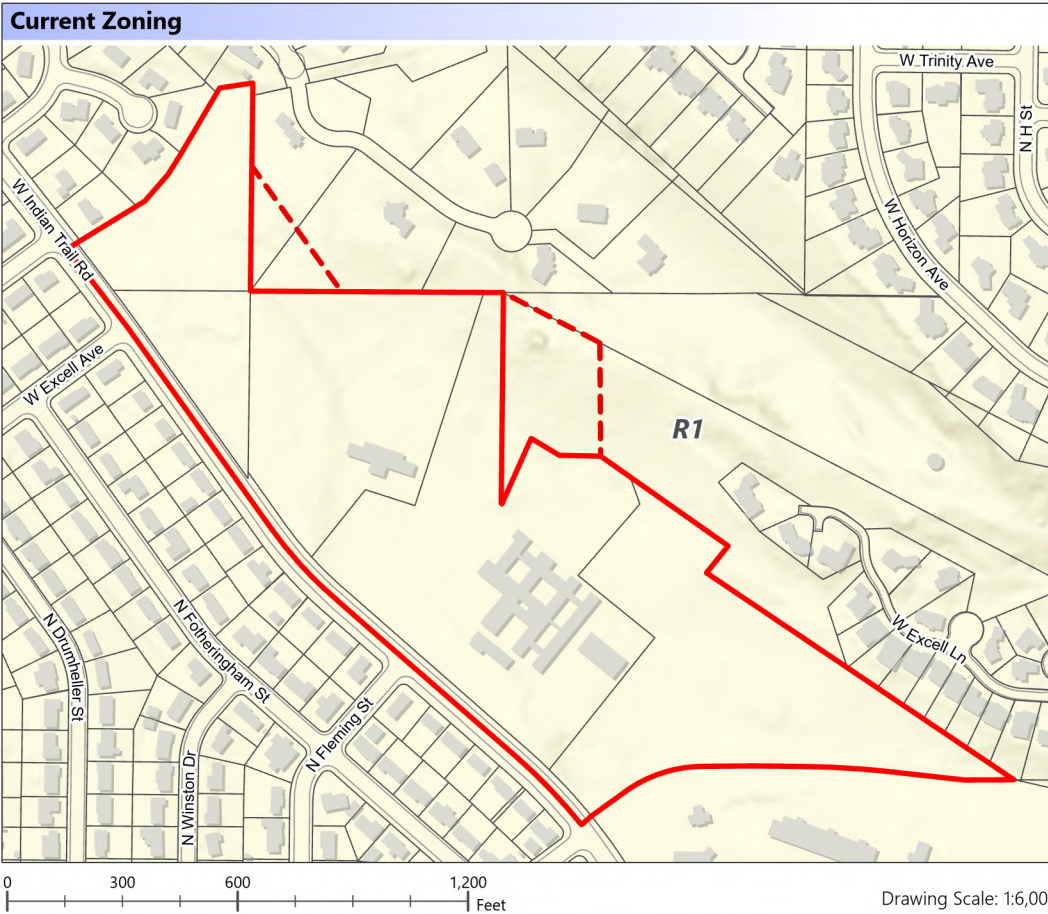




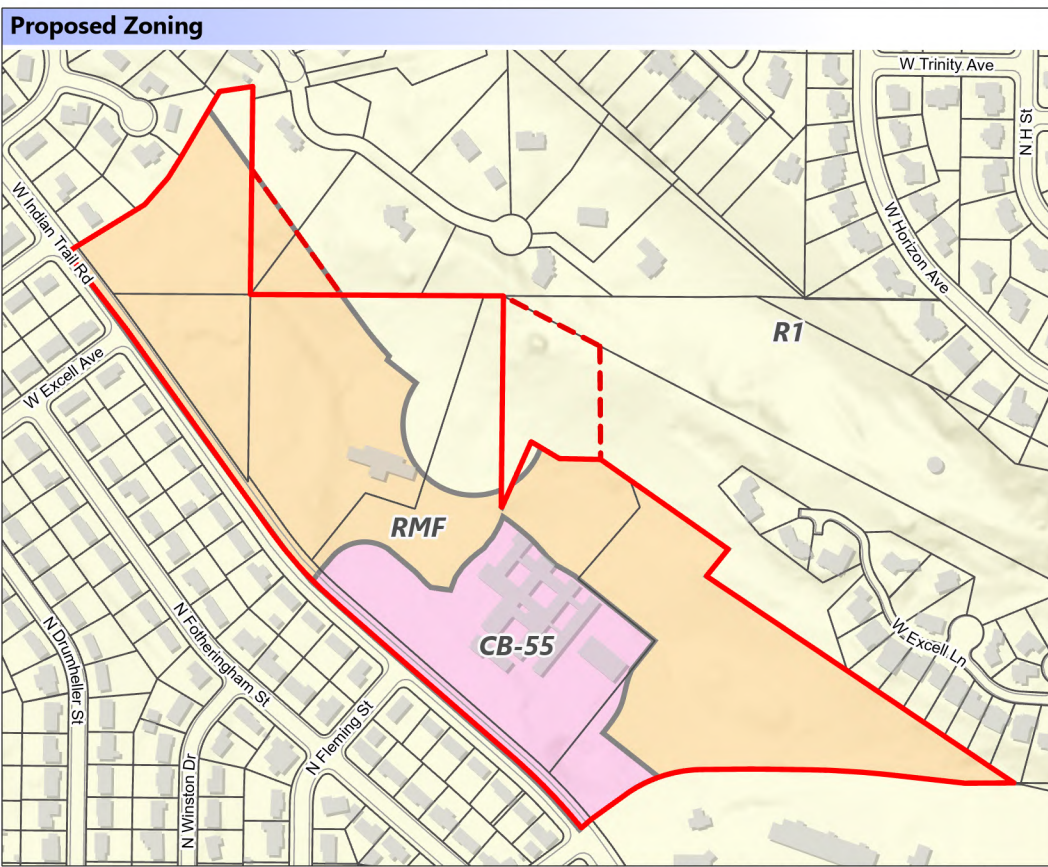
# Exhibit C: Zoning Changes

Department of Planning & Economic Development

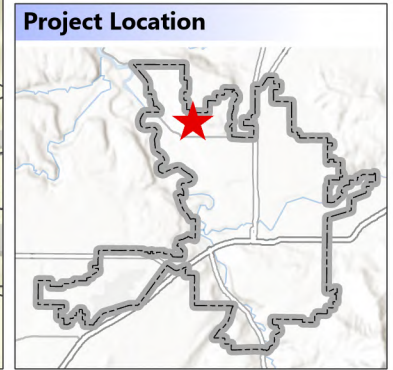
**THIS IS NOT A LEGAL DOCUMENT**  
The information shown on this map is compiled from various sources and is subject to constant revision. Information shown on this map should not be used to determine the location of facilities in relationship to property lines, section lines, streets, etc.



- Project Area
  - Buildings
  - Parcel
  - Curb Line
- Zoning**
- Community Business
  - Residential Multifamily
  - Residential 1



- Agent:** Land Use Solutions & Entitlement
- Parcels:** 26261.3401  
26262.0010  
26262.0018  
26262.0054  
26262.0055  
26262.2620  
26262.2621  
26265.0048
- Size:** 35.1 acres  
(Size is Approximate)





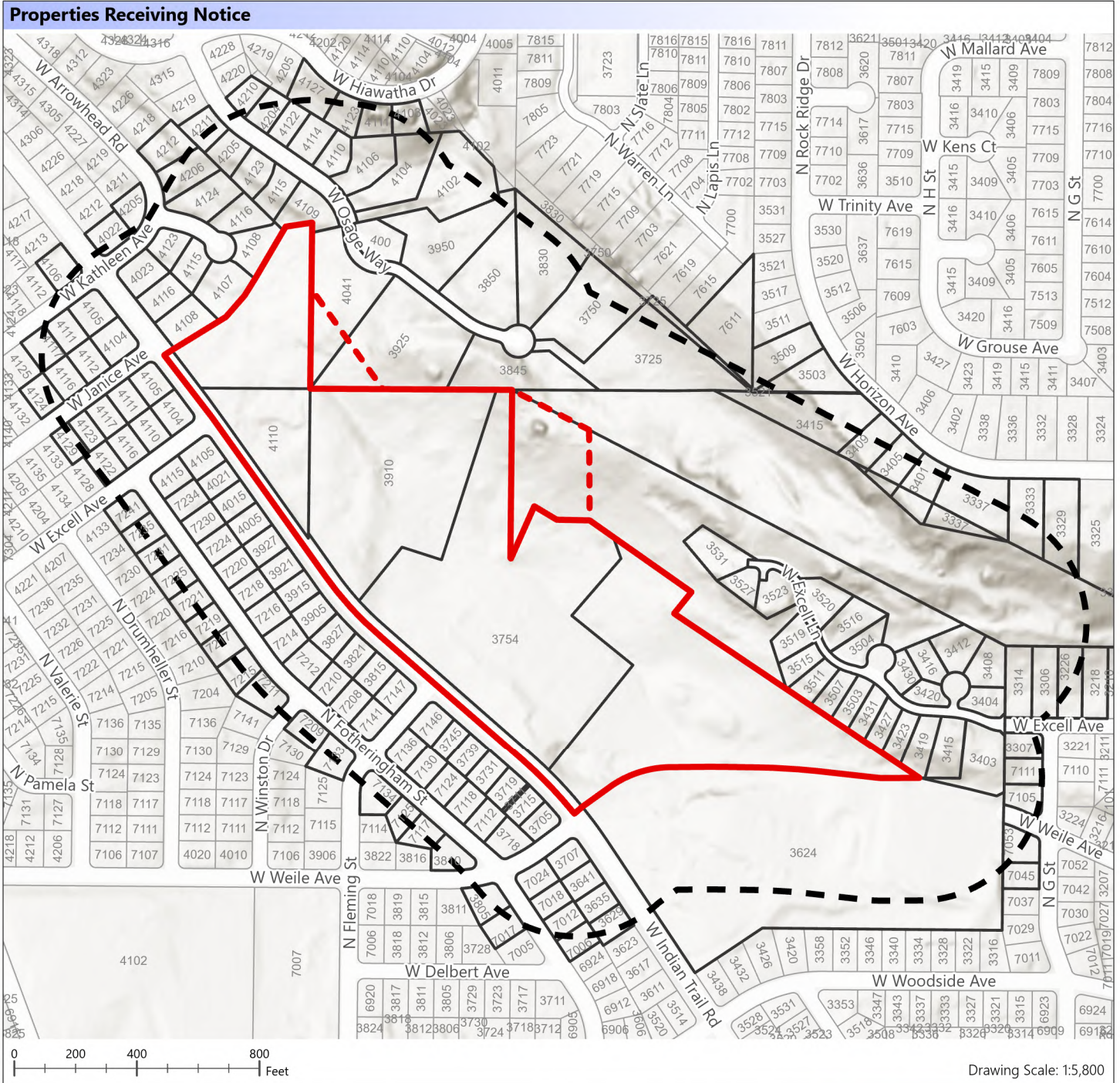


# Notification Map - Comprehensive Plan Amendment

Department of Planning & Economic Development

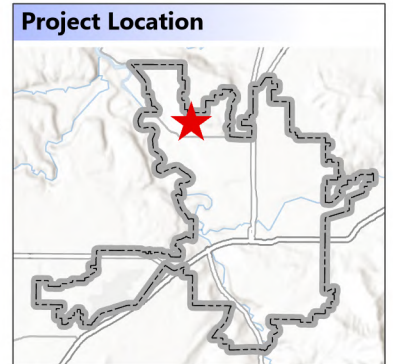


THIS IS NOT A LEGAL DOCUMENT  
The information shown on this map is compiled from various sources and is subject to constant revision. Information shown on this map should not be used to determine the location of facilities in relationship to property lines, section lines, streets, etc.



**Applicant:** Land Use Solutions & Entitlement  
**Parcels:** 26261.3401, 26262.0010, 26262.0018, 26262.0054, 26262.0055, 26262.2620, 26262.2621, 26265.0048  
**Size:** 35.1 acres (Size is Approximate)

- 400' Notification Area
- Proposal Area
- Also Under Consideration
- Parcels



**This Proposal Would:** Amend the Land Use Plan Map designation and Zoning for eight (8) parcels in the Balboa/South Indian Trail Neighborhood. Parcels outlined in bold will receive notice of the proposal and the eventual Plan Commission hearing. Numbers indicate the parcel address.



## Comprehensive Plan Policies Related to the Proposal

The following goals and policies are taken directly from the Comprehensive Plan and comprise those goals and policies that staff feels bears most directly on the proposal. The entire Comprehensive Plan is available for review and consideration at [www.shapingspokane.org](http://www.shapingspokane.org) as well.

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### LU 1 CITYWIDE LAND USE

**Goal: Offer a harmonious blend of opportunities for living, working, recreation, education, shopping, and cultural activities by protecting natural amenities, providing coordinated, efficient, and cost effective public facilities and utility services, carefully managing both residential and non-residential development and design, and proactively reinforcing downtown Spokane’s role as a vibrant urban center.**

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#### LU 1.1 Neighborhoods

*Utilize the neighborhood concept as a unit of design for planning housing, transportation, services, and amenities.*

**Discussion:** Neighborhoods generally should have identifiable physical boundaries, such as principal arterial streets or other major natural or built features. Ideally, they should have a geographical area of approximately one square mile and a population of around 3,000 to 8,000 people. Many neighborhoods have a Neighborhood Center that is designated on the Land Use Plan Map. The Neighborhood Center, containing a mix of uses, is the most intensive activity area of the neighborhood. It includes higher density housing mixed with neighborhood-serving retail uses, transit stops, office space, and public or semi-public activities, such as parks, government buildings, and schools.

A variety of compatible housing types are allowed in a neighborhood. The housing assortment should include higher density residences developed in the form of small scale apartments, townhouses, duplexes, and rental units that are accessory to single-family homes, as well as detached single-family homes.

A coordinated system of open space, nature space, parks, and trails should be furnished with a neighborhood park within walking distance or a short transit ride of all residences. A readily accessible elementary school should be available for neighborhood children. Neighborhood streets should be narrow and tree-lined with pedestrian buffer strips (planting strips) and sidewalks. They should be generally laid out in a grid pattern that allows easy access within the neighborhood. Alleys are used to provide access to garages and the rear part of lots. Pedestrian amenities like bus shelters, benches, and fountains should be available at transit stops.



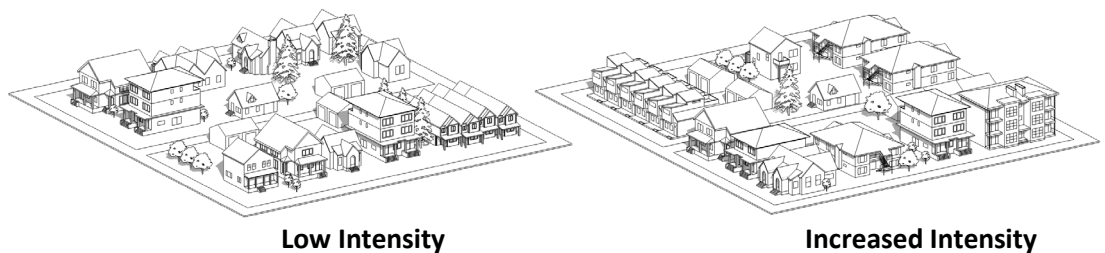
### LU 1.3 Lower Intensity Residential Areas

*Focus a range of lower intensity residential uses in every neighborhood while ensuring that new development complements existing development and the form and function of the area in which it is located.*

**Discussion:** The city’s residential neighborhoods are one of its most valuable assets. Diversity in both housing type and residents in these areas is essential for the wellbeing and health of the city’s neighborhoods. Lower intensity residential uses, from detached homes to middle housing types, are generally compatible with each other and can be incorporated effectively into all neighborhoods. Accordingly, some residential areas would benefit from slightly increased intensities of residential use (e.g., somewhat taller buildings, more lot coverage), dependent on the context and nature of the surrounding neighborhood. These areas of increased residential development should focus on those parts of the neighborhood where proximity to adequate transportation (such as frequent transit), parks, schools, shopping, and other services already exists and where conditions allow for accommodation of increased utility/service needs and other impacts such as parking or the need for public green space.

Complementary types of development should include places for neighborhood residents to walk to work, shop, eat, and recreate. Complementary uses include those serving daily needs of residents, including schools, places of worship, grocery stores, recreation facilities, and small-format retail and medical uses. Development of these uses in a manner that avoids negative impacts to surroundings is essential. Creative mechanisms, including design standards, must be implemented to address these impacts so that potential conflicts are avoided.

The following graphics are provided as a conceptual guide to different intensities envisioned by this policy. These are schematic representations of possible development intensities and are not intended to call for specific structure designs or architectural details.



For specific guidance as to the Land Use Plan Map designations guided by this policy—“Residential Low” and “Residential Plus”—see Section 3.4 below.

*Policy LU 1.3 amended by Ordinance C36414 on September 7, 2023.*

### LU 1.4 Higher Intensity Residential Areas

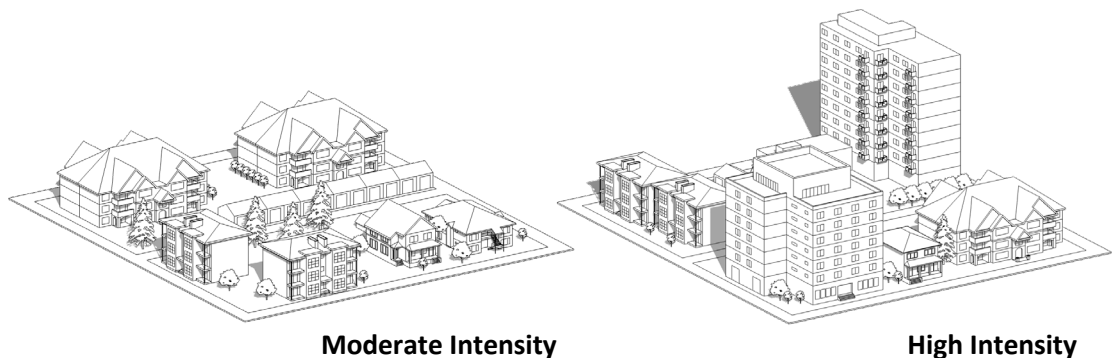
*Direct new higher intensity residential uses to areas in and around Centers and Corridors designated on the Land Use Plan Map and to areas where existing development intensity is already consistent with development of this type..*

**Discussion:** Higher intensity housing of various types is the critical component of a Center. Without substantially increasing population in a center’s immediate vicinity, there is insufficient market demand

for goods and services at a level to sustain more intense commercial development. Residential uses in and around Centers generally consist of multi-story condominiums and apartments. In some cases, smaller-scale residential development may be interspersed among those higher intensity uses, but generally uses of higher scale and height should predominate in these areas, especially as proximity to designated Centers or Corridors increases. Likewise, residential development should increase in height, mass, and lot coverage as properties are located closer to commercial areas or where employment is higher.

To ensure that the market for higher intensity residential use is directed to Centers, future housing of higher scale and form is generally limited in other areas. Whenever more intense residential uses are proposed outside the general vicinity of Centers and Corridors, topics such as the proximity of those areas to uses like commercial or downtown uses should be considered. Design and site requirements should be considered that minimize conflict between these areas and other uses.

The following graphics are provided as a conceptual guide to different intensities envisioned by this policy. These are schematic representations of possible development intensities and are not intended to call for specific structure designs or architectural details.



For specific guidance as to the two Land Use Plan Map designations guided by this policy—"Residential Moderate" and "Residential High"—see Section 3.4 below.

*Policy LU 1.4 amended by Ordinance C36414 on September 7, 2023.*

## **LU 1.8      General Commercial Uses**

*Direct new General Commercial uses to Centers and Corridors designated on the Land Use Plan Map.*

**Discussion:** General Commercial areas provide locations for a wide range of commercial uses. Typical development in these areas includes freestanding business sites and larger grouped businesses (shopping centers). Commercial uses that are auto-oriented and include outdoor sales and warehousing are also allowed in this designation. Land designated for General Commercial use is usually located at the intersection of or in strips along principal arterial streets. In many areas such as along Northwest Boulevard, this designation is located near residential neighborhoods.

To address conflicts that may occur in these areas, zoning categories should be implemented that limit the range of uses, and site development standards should be adopted to minimize detrimental impacts on the residential area. New General Commercial areas should not be designated in locations outside



Centers and Corridors. Existing commercial strips should be contained within their current boundaries with no further extension along arterial streets allowed.

However, recognizing existing investments, and given deference to existing land-use patterns, exceptions to the containment policy may be allowed for limited expansions adjacent to existing General Commercial areas located outside Centers and Corridors. The factors to consider in such adjacent expansions include: maintaining the minimum depth from an arterial street necessary for the establishment or expansion of a general commercial neighborhood business; avoiding intrusion where incompatible into established neighborhoods; and implementing transitional land uses with the intent of protecting neighborhood character.

Areas designated General Commercial within Centers and Corridors are encouraged to be developed in accordance with the policies for Centers and Corridors. Through a neighborhood planning process for the Center, these General Commercial areas will be designated in a land use category that is appropriate in the context of a Center and to meet the needs of the neighborhood.

Residential uses are permitted in these areas. Residences may be in the form of single-family homes on individual lots, upper-floor apartments above business establishments, or other higher density residential uses.

*Policy LU 1.8 amended by Ordinance C35842 on January 17, 2020.*

#### **LU 4.6 Transit-Supported Development**

*Encourage transit-supported development, including a mix of employment, residential, and commercial uses, adjacent to high-performance transit stops.*

**Discussion:** People are more likely to take transit to meet their everyday travel needs when transit service is frequent, at least every 15 minutes. Mixed-use development in these areas will enable less reliance on automobiles for travel, reduce parking needs, and support robust transit ridership. Land use regulations and incentives will encourage this type of development along high-performance transit corridors.

Transit-supported development should be encouraged through the application of development incentives, enhanced design measures, streetscape standards, parking standards, and potential changes in density and use. Each of these measures should be developed through a sub-area planning (or similar) process as each high-performance transit line is planned and developed. These sub-area planning processes should include neighborhood and stakeholder involvement and public participation processes to ensure that site-specific and neighborhood-context issues are addressed and benefits are maximized.

*Policy LU 4.6 amended by Ordinance C35841 on January 17, 2020.*

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## LU 5 DEVELOPMENT CHARACTER

**Goal: Promote development in a manner that is attractive, complementary, and compatible with other land uses.**

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### Policies

#### **LU 5.1 Built and Natural Environment**

*Ensure that developments are sensitive to the built and natural environment (for example, air and water quality, noise, traffic congestion, and public utilities and services), by providing adequate impact mitigation to maintain and enhance quality of life.*

#### **LU 5.2 Environmental Quality Enhancement**

*Encourage site locations and design features that enhance environmental quality and compatibility with surrounding land uses.*

**Discussion:** Ensure the provision of adequate landscaping and other site design features that enhance the compatibility of development with the surrounding area.

#### **LU 5.3 Off-Site Impacts**

*Ensure that off-street parking, access, and loading facilities do not adversely impact the surrounding area.*

**Discussion:** Off-street parking, access, and loading facilities are usually associated with the development of higher density residential, office, and commercial uses. These features often have major impacts on single-family residential areas. The impacts are most significant when these facilities are next to or intrude between homes. When these facilities are accessory to a higher density residential or nonresidential use, they should be developed according to the same policies and zoning regulations as govern the primary use. New parking lots should also have the same zoning classification as the primary use. In addition, these facilities should be developed to minimize adverse impacts to adjacent properties. All parking lots should be paved. Parking lots and loading areas should have appropriate buffers to fully screen them from adjacent, less intensive uses. Access to business and higher density residential sites should be controlled to avoid impacts on adjacent uses, pedestrian movement, and street functions.

#### **LU 5.4 Natural Features and Habitat Protection**

*Ensure development is accomplished in a manner that protects significant natural features and wildlife habitat.*

**Discussion:** Natural areas include environmentally sensitive areas, critical areas and buffers, trail corridors, areas with difficult topography, stands of trees, wildlife habitat, and other natural features. To encourage conservation of natural features and habitat protection, development regulations should be established that allow clustering of development at higher densities than otherwise allowed (consistent with overall density allowed for the site). If the minimum density cannot be achieved by clustering of development, exceptions to minimum residential density requirements may be permitted.

## LU 5.5 Compatible Development

*Ensure that infill and redevelopment projects are designed to be compatible with and complement surrounding uses and building types.*

**Discussion:** New infill development and redevelopment should be designed and planned to seek compatibility with its location. Consideration should be given to multiple scales of compatibility, from the site on which the use will be constructed to the wider area in which it will reside. New development or redevelopment should also seek to complement and enhance the existing neighborhood where possible by expanding the choices available in the area and improving the use and form of the area in which it is located. For example, middle housing types provide for increased diversity in scale and form while also maintaining a high level of compatibility with existing residential neighborhoods, especially in those areas where only one housing type was previously available.

*Policy LU 5.5 amended by Ordinance C35841 on January 17, 2020.*

## LU 6.2 Open Space

*Identify, designate, prioritize, and seek funding for open space areas.*

**Discussion:** The open space land use map designation consists of three major categories:

**Conservation Open Space:** Conservation Open Space includes areas that are publicly owned, not developed, and designated to remain in a natural state. It is intended to protect areas with high scenic value, environmentally sensitive conditions, historic or cultural values, priority animal habitats, and/or passive recreational features. It is expected that improvements in these areas would be limited to those supporting preservation or some passive recreation activities, like soft trails and wildlife viewpoints.

**Potential Open Space:** Potential Open Space includes areas that are not currently publicly owned, not developed, and designated to remain in a natural state. The purpose and types of improvements in this category are the same as the Conservation Open Space category. Public acquisition of land designated Potential Open Space is encouraged and may be accomplished by outright purchase, nature space tax incentives, Spokane County Conservation Futures funds, and other methods. Restrictions on the use of land designated Potential Open Space may not occur until the city or Spokane County acquires sufficient interest to prevent development of the lands. Otherwise, uses allowed in the Residential 4-10 designation may be allowed on land designated Potential Open Space.

**Open Space:** Open Space includes major publicly or privately owned open space areas, such as golf courses, major parks and open space areas, and cemeteries. These areas usually have facilities for active and passive recreation and include paved and unpaved roads, parking lots, hard surface trails, and buildings and facilities that support activities occurring in the open space area.

## 3.4 DESCRIPTION OF LAND USE DESIGNATIONS

The following land use plan map designations are necessary for development and growth in the city to achieve the vision and values discussed at the beginning of the chapter. These land use designations are shown on the following map, LU-1 Land Use Plan Map, which apply the requirements of land use and the goals and policies of the Comprehensive Plan to the physical environment, describing the types of development expected in each area. The overall strategy, as described above, is that development mass,

height, and lot coverage be concentrated in focused growth areas (Centers and Corridors) while the remaining parts of the city remain occupied by lower intensity uses. Furthermore, future changes to the land use plan map should seek to achieve a transition between areas of lower and higher development mass and form and should avoid locations where the lowest intensity uses immediately transition to the highest intensity uses.

There is expected to be some variation in residential zones within each residential land use plan map designation. Contextual factors such as proximity to services, transportation options, and existing land use patterns should be considered when assigning a zoning category.

The land use designations and their general characteristics are as follows:

**Residential Low:** The Residential Low land use designation should focus on a range of housing choices built at the general scale and height of detached houses. This includes both detached and attached homes and housing categorized as middle housing (duplex, triplex, etc.). Combinations of these types should also be allowed, such as a duplex with an accessory dwelling unit. Other non-residential uses should be allowed conditionally, provided they integrate into the nature and context of the neighborhood. This would include uses such as schools, places of worship, grocery, small-format retail and medical services, and other resident serving uses.

Residential Low areas are appropriate in parts of the city where amenities and services are scaled for a lower level of development intensity.

**Residential Plus:** Uses in the Increased Intensity Residential designation are largely similar in type to low intensity residential areas. However, the overall development scale of those uses should be slightly higher, including possible design allowances like increased lot coverage, height, and other similar design requirements. The intent of Increased Intensity Residential areas is to provide a gradual increase in intensity, height, and overall context as the lower intensity areas transition into the more intense uses found in Centers and Corridors or significant commercial areas.

Residential Plus areas are appropriate whenever predominately lower scale residential is located near or around more intense uses like commercial locations or designated Centers and Corridors. Factors to be considered in designating such areas should include proximity to arterials and collectors, availability of transit, the nearness of more intense development, available capacity in systems and infrastructure, and any other factors that help ensure the proposed land use designation integrates well into the existing built environment.

Development allowed in these areas is expected to be larger in form (height, lot coverage, etc.) than those in the Low Intensity Residential areas, while still maintaining a high level of continuity and consistency between the two less intense residential areas.

**Residential Moderate:** Residential Moderate areas provide increased intensity of development more appropriate to areas in the vicinity of designated Centers and Corridors and those served by substantial commercial or employment opportunities. The typical type of residential development appropriate to this designation include larger apartment buildings while also including a mix of the lower intensity areas where warranted. Example apartment types include the three-floor walkup and traditional apartment complexes as well as larger townhome and condo complexes. If neighborhood serving uses are included, such as places of worship or community centers, those non-residential uses can be of a

higher scale and intensity than those conditionally permitted in Low and Increased Intensity Residential areas.

Residential Moderate uses should be generally limited to within moderate walking distance of a Center, Corridor, or major employment/commercial area. Placement of Moderate Residential outside walking distance of these more intense areas is acceptable if sufficient rationale exists to place them further out—such as proximity to high-capacity or frequent transit service (aka Transit Oriented Development).

**Residential High:** The Residential High designation allows for the highest intensity of residential uses, including construction types found in the Moderate Intensity Residential designation but also including taller and more intense apartment complexes. High Intensity Residential areas are intended to focus residential intensity in the near vicinity of downtown and other Centers and Corridors in the city, where sufficient services and employment opportunities exist nearby. A focus on accessibility, walkability, and equitable housing provisions should be provided in this area, including incentives and other bonuses for more affordable/attainable units as these areas are also located near to services and essential facilities like frequent transit.

**Conservation Open Space:** The Conservation Open Space land use category includes areas that are publicly owned, not developed, and designated to remain in a natural state. The purpose of this category is to protect areas with high scenic value, environmentally sensitive conditions, historic or cultural values, priority animal habitat, and/or passive recreational features. It is expected that improvements would be limited to those supporting preservation or some passive recreation activities, like soft trails and wildlife viewpoints.

**Potential Open Space:** The Potential Open Space land use category identifies areas that are not currently publicly owned, not developed, and designated to remain in a natural state. The purpose and types of improvements in this category are the same as the Conservation Open Space category.

**Open Space:** This designation includes major publicly or privately owned open space areas, such as golf courses, major parks and open space areas, and cemeteries. These areas usually have facilities for active and passive recreation and include paved and unpaved roads, parking lots, hard surface trails, and buildings and facilities that support activities occurring in the Open Space area.

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## H 1 HOUSING CHOICE AND DIVERSITY

**Goal: Provide opportunities for a variety of housing types that is safe and affordable for all income levels to meet the diverse housing needs of current and future residents.**

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### H 1.4 Use of Existing Infrastructure

*Direct new residential development into areas where community and human public services and facilities are available.*

**Discussion:** Using existing services and infrastructure often reduces the cost of creating new housing. New construction that takes advantage of existing services and infrastructure conserves public resources that can then be redirected to other needs such as adding amenities to these projects.

## H 1.7 Socioeconomic Integration

*Promote socioeconomic integration throughout the city.*

**Discussion:** Socioeconomic integration includes people of all races, color, religion, sex, national origin, handicap, disability, economic status, familial status, age, sexual orientation, or other arbitrary factors. Often, housing affordability acts as a barrier to integration of all socioeconomic groups throughout the community.

## H 1.9 Mixed-Income Housing

*Encourage mixed-income developments throughout the city.*

**Discussion:** Mixed-income housing provides housing for people with a broad range of incomes on the same site, development, or immediate neighborhood. Mixed-income housing provides socio-economic diversity that enhances community stability and ensures that low-income households are not isolated in concentrations of poverty.

## H 1.11 Access to Transportation

*Encourage housing that provides easy access to public transit and other efficient modes of transportation.*

**Discussion:** Transportation is the second largest expenditure after housing and can range from 10 to 25 percent of household expenditures. Examining where housing is located and the associated transportation costs may provide a more realistic evaluation of housing affordability in the future.

## H 1.18 Distribution of Housing Options

*Promote a wide range of housing types and housing diversity to meet the needs of the diverse population and ensure that this housing is available throughout the community for people of all income levels and special needs.*

**Discussion:** A variety of housing types should be available in each neighborhood. Diversity includes styles, types, size, and cost of housing. Many different housing forms can exist in an area and still exhibit an aesthetic continuity. Development of a diversity of housing must take into account the context of the area and should result in an improvement to the existing surrounding neighborhood.

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## H 2 HOUSING QUALITY

**Goal: Improve the overall quality of the City of Spokane's housing.**

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## H 2.4 Linking Housing With Other Uses

*Ensure that plans provide increased physical connection between housing, employment, transportation, recreation, daily-needs services, and educational uses.*

**Discussion:** The location of housing in relation to other land uses is a part of what determines the quality of housing. The desirability and viability of housing changes for different segments of the community, based on an area's mix of land uses. As complementary land uses become spread further apart, transportation options decrease while transportation costs increase. These added transportation costs reduce the amount of household income available for housing and other household needs. This affects

lower-income households first. In urban areas, basic services, such as grocery stores, public transportation, and public parks, should be available within a mile walk of all housing.

### **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.*

### **ED 3.5 Locally-Owned Businesses**

*Support opportunities to expand and increase the number of locally-owned businesses in Spokane.*

**Discussion:** Locally-owned businesses help to provide economic stability and a positive business environment. Locally-owned industries tend to have a stake in the community, leading to more involved corporate citizenship.

### **DP 1.2 New Development in Established Neighborhoods**

*Encourage new development that is of a type, scale, orientation, and design that maintains or improves the character, aesthetic quality, and livability of the neighborhood.*

**Discussion:** New development should be compatible with the context of the area and result in an improvement to the surrounding neighborhood.

### **DP 2.12 Infill Development**

*Encourage infill construction and area redevelopment that complement and reinforce positive commercial and residential character.*

**Discussion:** Infill construction can benefit the community when done in a manner that improves and does not detract from the livability of the neighborhood and the desirable design character of the area.

### **NE 7.3 Rock Formation Protection**

*Identify and protect basalt rock formations that give understanding to the area's geological history, add visual interest to the landscape, and contribute to a system of connected conservation lands.*

**Discussion:** Two primary tools for rock formation protection are acquisition with funding sources, such as Conservation Futures, and encouraging to developers to protect a site's natural features.

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## **NE 11 NATURAL AREAS**

**Goal: Designate a network of natural areas (natural areas and connecting corridors) throughout Spokane that supports native habitats and natural land forms.**

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### **Policies**

#### **NE 11.1 Identification of Natural Areas**

*Identify natural areas throughout the city, based on neighborhood input, existing city-owned conservation lands, wildlife habitats, steep slopes, wetlands, riparian areas, adjacency to county natural areas, and proximity to state parks.*

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## NE 15 NATURAL AESTHETICS

**Goal: Retain and enhance nature views, natural aesthetics, sacred areas, and historic sites that define the Spokane region.**

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### Policies

#### NE 15.1 Protection of Natural Aesthetics

*Protect and enhance nature views, natural aesthetics, sacred areas, and historic sites within the growing urban setting.*

**Discussion:** Consult with local Native Americans and historians to establish criteria and identify features to be protected. Standards for protection should then be adopted to implement the protection program.

#### SH 2.1 Care Facilities

*Distribute care facilities fairly and equitably throughout all neighborhoods.*

**Discussion:** There is a need, as well as a legal obligation, to distribute essential public facilities fairly and equitably throughout and between all jurisdictions. Facilities of regional/countywide and/or local significance include:

- adult day care,
- child care,
- long-term care facilities, and
- other special need care facilities.

#### SH 2.2 Special Needs Temporary Housing

*Disperse special needs temporary housing evenly throughout all neighborhoods.*

**Discussion:** All efforts must be made to ensure that these special needs housing facilities are evenly dispersed throughout all of the city's neighborhoods. Examples of the types of facilities for which this can be an issue include:

- emergency shelters,
- foster care facilities,
- group homes,
- transitional housing, and
- homeless shelters.

#### SH 2.3 Compatible Design of Special Needs Facilities

*Ensure that facilities that accommodate special needs populations blend in with the existing visual character of the neighborhood in which they are located.*

**Discussion:** Neighborhood residents will be more likely to accept a residential care or treatment facility if it contributes to the consistency and appeal of the neighborhood's visual character.



## **SH 2.4 Co-Location of Facilities**

*Encourage a land use pattern that allows convenient access to daily goods and services, especially for those persons with limited mobility and/or transportation options.*

## **SH 2.6 Joint-Use Facilities**

*Provide for the joint use of facilities that clusters services for child or adult day care, health care, human services, libraries, schools, and cultural, recreational, and educational programs, as needed.*

## **SH 5.1 Coordination of Human Services**

*Coordinate with public and private agencies and other appropriate entities to evaluate existing needs, facilities, and programs relative to health and human services, and develop regionally equitable and comprehensive programs and service delivery systems.*

**Discussion:** Community-based partners in this coordination process may include social service agencies, legal service providers, schools, libraries, community centers, and neighborhood groups. Efforts should be directed toward issues related to persons who are homeless, disabled, in low-income brackets, reentering the community following release from incarceration, and others in need. Of particular concern are the impacts of deinstitutionalization and the inequities and inefficiencies of service delivery, which can result when location of service provision, geographic distribution of consumers, and funding and programmatic decision-making become disassociated from one another. Cooperation will result in improved coordination, reduced duplication of services, and increased efforts to access and leverage any funds available to the respective entities that support these efforts.

## **SH 5.2 Neighborhood-Level Health and Human Services**

*Provide financial, regulatory, and tax incentives for business and property owners, service providers, and developers in order to increase the number of neighborhood and district centers where health and dental clinics, and human services are available.*

**Discussion:** Access to health and dental care, and human services, is a fundamental aspect of social health. Therefore, facilities and staffing should be sufficient to enable all citizens to obtain health and human services at the neighborhood level, preferably within walking distance of their home. There are a number of ways the City of Spokane can provide financial support for neighborhood-based health and human services. By adequately funding the Community Housing and Human Services Department, the city provides both the matching money necessary to access outside funding as well as staff whose technical assistance can help non-profit organizations obtain federal, state and private funding for which they are eligible. These efforts should specifically focus on projects that support the location of human services in neighborhood and district centers.

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## N 2 NEIGHBORHOOD DEVELOPMENT

**Goal: Reinforce the stability and diversity of the city's neighborhoods in order to attract long-term residents and businesses and to ensure the city's residential quality, cultural opportunities, and economic vitality.**

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### **Policies**

#### **N 2.1 Neighborhood Quality of Life**

*Ensure that neighborhoods continue to offer residents transportation and living options, safe streets, quality schools, public services, and cultural, social, and recreational opportunities in order to sustain and enhance the vitality, diversity, and quality of life within neighborhoods.*

**Discussion:** Spokane enjoys a rich variety of living opportunities within its individual neighborhoods, each with its unique character. Maintaining and enhancing our neighborhood assets is key to providing stability within neighborhoods and Spokane citizens with a prolonged sense of pride.

#### **N 2.3 Special Needs**

*Ensure that neighborhood-based services are available for special needs and located in proximity to public transit routes in order to be accessible to local residents.*

**Discussion:** Special needs services can include child/adult care services, long-term care for special needs, special needs housing, and other related services which recognize self-direction and participation by all residents and/or recipients of the services.

#### **N 3.2 Major Facilities**

*Use the siting process outlined under "Adequate Public Lands and Facilities" (LU 6) as a guide when evaluating potential locations for facilities within city neighborhoods, working with neighborhood councils and/or interest-specific committees to explore mitigation measures, public amenity enhancements, and alternative locations.*

**Discussion:** Traffic and noise are just two negative impacts of locating a major facility within a neighborhood. The city needs to examine the benefits of centralizing these large facilities so that neighborhoods are not negatively impacted. The city can look to mitigation measures or a public amenity in exchange for major facility siting. In addition, the fact that property is city-owned is not a sufficient reason for choosing a site for a large facility, and alternative locations should be explored. The Land Use Policy 6.11, "Siting Essential Public Facilities," describes the siting process contained in the "Spokane County Regional Siting Process for Essential Public Facilities." This process should also be applied to siting decisions relative to essential public facilities of a local nature within neighborhoods, such as libraries, schools, and community centers.

#### **N 4.4 Neighborhood Business Traffic**

*Ensure that the size of a neighborhood business is appropriate for the size of the neighborhood it serves so that trips generated by non-local traffic through the neighborhood are minimized.*

**Discussion:** Neighborhood businesses should be of the size and type to fit neighborhood character and to serve the needs of neighborhood residents. Larger businesses within neighborhoods often attract community and regional traffic. By limiting the size of businesses within neighborhoods, fewer trips are generated through the neighborhood by non-local traffic.

## **N 6.1 Environmental Planning**

*Protect the natural and built environment within neighborhoods.*

**Discussion:** Efforts must continue to be made to preserve the environment when introducing new projects into established neighborhoods, when developing new neighborhoods, and as a daily exercise in maintaining a clean living environment for health, safety, and aesthetic purposes.



# General Application

## DESCRIPTION OF PROPOSAL:

Map Amendment from R 4-10 to Open Space and R 1 zone; R 4-10 to R 15-30 (Residential Moderate) and RMF zone; 4-10 to GC and CB 55 zone.

## ADDRESS OF SITE OF PROPOSAL: (if not assigned yet, obtain address from Public Works before submitting application)

3754 W Indian Trail Rd

## APPLICANT:

**Name:** Excelsior Youth Center C/O Andrew Hill, CEO  
**Address:** 3754 W Indian Trail Rd Spokane WA 99208  
**Phone (home):** **Phone (work):** 509 559-3100  
**Email address:** [Andrew.Hill@excelsiorwellness.org](mailto:Andrew.Hill@excelsiorwellness.org)

## -PROPERTY OWNER:

**Name:** Same as above  
**Address:**  
**Phone (home):** **Phone (work):**  
**Email address:**

## AGENT:

**Name:** Land Use Solutions and Entitlement c/o Dwight Hume  
**Address:** 9101 N Mt. View Lane Spokane WA 99218  
**Phone (home):** **Phone (work):** 509-435-3108  
**Email address:** [dhume@spokane-landuse.com](mailto:dhume@spokane-landuse.com)

## ASSESSOR'S PARCEL NUMBERS:

26262.0010; 26262.0018; 26262.0054; 26262.0055 and 26265.0046

## LEGAL DESCRIPTION OF SITE:

See Attached

## SIZE OF PROPERTY:

32.05 acres





# Comprehensive Plan or Land Use Code Amendment

Pre-Application

Rev.20180102

## DESCRIPTION OF THE PROPOSED AMENDMENT:

*(Please check the appropriate box(es))*

- |   |   |
|---|---|
| <input type="checkbox"/> Comprehensive Plan Text Change | <input checked="" type="checkbox"/> Land Use Designation Change |
| <input type="checkbox"/> Regulatory Code Text Change    | <input type="checkbox"/> Area-Wide Rezone                       |

**Please respond to these questions on a separate piece of paper. Incomplete answers may jeopardize your application's chances of being reviewed during this amendment cycle.**

### 1. General Questions *(for all proposals):*

- a. Summarize the general nature of the proposed amendment.
- b. Why do you feel this change is needed?
- c. In what way(s) is your proposal similar to or different from the fundamental concepts contained in the comprehensive plan?
- d. For text amendments: What goals, policies, regulations or other documents might be changed by your proposal?
- e. For map amendments:
  1. What is the current Land Use designation and zoning for each affected parcel?
  2. What is the requested Land Use designation and zoning for each affected parcel?
  3. Describe the land uses surrounding the proposed amendment site(s); e.g. land use type, vacant/occupied, etc.
- f. Do you know of any existing studies, plans or other documents that specifically relate to or support your proposal?
- g. Why did you decide to pursue a comprehensive plan amendment rather than address your concern through some other aspect of the Development Services department's work program (e.g. neighborhood planning, public input on new regulations, etc.)?
- h. Has there been a previous attempt to address this concern through a comprehensive plan amendment?
 

Yes       No
- i. If yes, please answer the following questions:
  1. When was the amendment proposal submitted?
  2. Was it submitted as a consistent amendment or an inconsistent amendment?
  3. What were the Plan Commission recommendation and City Council decision at that time?
  4. Describe any ways that this amendment proposal varies from the previously considered version.

## Comprehensive Plan Pre-Application Supplement Excelsior Youth Center

### General Questions:

- 1) Summarize the general nature of the proposed amendment.

*Amend 32+ acres from R 4-10 to Open Space, RMH and GC on 32 acres owned by Excelsior Youth Center.*

- 2) Why do you feel this change is needed?

*Excelsior has changed their business model and needs to add multiple services and housing for a community setting. The current designation will not allow this range of uses.*

- 3) In what way(s) is your proposal like or different from the fundamental concepts contained in comprehensive plan?

*Within Chapter 3, Land Use, we find the proposed changes for Excelsior to be consistent with Section 3.2 Visions and Values wherein, we are preserving historic and natural areas; controlling urban sprawl; developing convenient access and opportunities for shopping services and employment and guaranteeing a variety of densities that support a mix of land uses.*

- 4) For text amendments: What goals, policies, regulations or other documents might be changed by your proposal? *Not Applicable to this request.*

- 5) For map amendments:

- a. What is the current Land Use designation and zoning for each affected parcel?

*R-4-10 and RSF zone*

- b. What is the requested Land Use designation and zoning for each affected parcel?

*Open Space; RMF and Regional Commercial*

- c. Describe the land uses surrounding the proposed amendment site(s); e.g., land use type, vacant/ occupied, etc.

*North: S/F*

*West: S/F*

*East Open Space and S/F*

*South: Church*

- 6) Do you know of any existing studies, plans or other documents that specifically relate to or support your proposal?

*A Memorandum of Agreement between Excelsior Youth Center, the Spokane Tribe, the Washington State Department of Commerce and The Washington State Department of Archaeology and Historic Preservation regarding the Five Mile Prairie Pictograph Site located on the subject property and proposed to be designated Open Space.*

- 7) Why did you decide to pursue a comprehensive plan amendment rather than address your concern through some other aspect of the Planning Services department's work program (e.g., neighborhood planning, public input on new regulations, etc.)?

*The CPA is the only means of changing the zone for the proposed land uses envisioned by Excelsior.*

- 8) Has there been a previous attempt to address this concern through a comprehensive plan amendment? *No*

End of Pre-Application Supplement





# Comprehensive Plan or Land Use Code Amendment

## Application

**DESCRIPTION OF THE PROPOSED AMENDMENT** Please check the appropriate box(es):

*(Inconsistent Amendments will only be processed every other year beginning in 2005.)*

- |   |   |
|---|---|
| <input type="checkbox"/> Comprehensive Plan Text Change | <input checked="" type="checkbox"/> Land Use Designation Change |
| <input type="checkbox"/> Regulatory Code Text Change    | <input type="checkbox"/> Area-wide Rezone                       |

**Please respond to these questions on a separate piece of paper. Incomplete answers may jeopardize your application's chances of being reviewed during this amendment cycle.**

**1. General Questions (for all proposals):**

- a. Describe the nature of the proposed amendment and explain why the change is necessary.
- b. How will the proposed change provide a substantial benefit to the public?
- c. Is this application consistent or inconsistent with the Comprehensive Plan goals, objectives and policies? Describe and attach a copy of any study, report or data, which has been developed that supports the proposed change and any relevant conclusions. If inconsistent please discuss how the analysis demonstrates that changed conditions have occurred which will necessitate a shift in goals and policies.
- d. Is this application consistent or inconsistent with the goals and policies of state and federal legislation, such as the Growth Management Act (GMA) or environmental regulations? If inconsistent, describe the changed community needs or priorities that justify such an amendment and provide supporting documents, reports or studies.
- e. Is this application consistent with the Countywide Planning Policies (CWPP), the comprehensive plans of neighboring jurisdictions, applicable capital facilities or special district plans, the Regional Transportation Improvement District, and official population growth forecasts? If inconsistent please describe the changed regional needs or priorities that justify such an amendment and provide supporting documents, reports or studies.
- f. Are there any infrastructure implications that will require financial commitments reflected in the Six-Year Capital Improvement Plan?
- g. Will this proposal require an amendment to any supporting documents, such as development regulations, Capital Facilities Program, Shoreline Master Program, Downtown Plan, critical areas regulations, any neighborhood planning documents adopted after 2001, or the Parks Plan? If yes, please describe and reference the specific portion of the affected plan, policy or regulation.
- h. If this proposal is to modify an Urban Growth Area (UGA) boundary, please provide a density and population growth trend analysis. Changes to the Urban Growth Area may occur only every five years and when the Board of County Commissioners (BoCC) reviews all UGA's countywide.

**2. For Text Amendments:**

- a. Please provide a detailed description and explanation of the proposed text amendment. Show proposed edits in "line in/line out" format, with text to be added indicated by underlining, and text to be deleted indicated with ~~strikeouts~~.
- b. Reference the name of the document as well as the title, chapter and number of the specific goal, policy or regulation proposed to be amended/added.

**3. For Map Change Proposals:**

- a. Attach a map of the proposed amendment site/area, showing all parcels and parcel numbers.
- b. What is the current land use designation? **R 4-10**
- c. What is the requested land use designation? **Open Space; Residential Moderate; and GC**
- d. Describe the land uses surrounding the proposed amendment site (land use type, vacant/occupied, etc.)

Existing: Excelsior Youth Center and vacant

North: S/F

East: Open Space and S/F

South: Church

West: S/F

## Comprehensive Plan Application Supplement

### 1. General Questions:

- a) Describe the nature of the proposed amendment and explain why the change is necessary.

*The current designation for Excelsior Youth Center is R 4-10. The uses are institutional and allowed by CUP. Excelsior has changed its business model and is expanding its services to include skilled care, behavioral health care, child care, multi-purpose conference and social service facility, community recreation facility, food and other retail services. Residential components would include multi-generational housing, as well as detached and multi-unit housing. All of this would include a walking district for other retail and social services, centrally located for the entire residential use as well as neighboring properties. Consequently, the existing R 4-10 designation can not be used to accommodate this range of use and community service.*

- b) How will the proposed change provide a substantial benefit to the public?

*The proposed change will enable workers of these social and health services to live within walking distance to work, and extends an opportunity for the nearby residents to enjoy the convenience of these services as well.*

- c) Is this application consistent or inconsistent with the Comprehensive Plan goals, objectives and policies? Describe and attach a copy of any study, report or data, which has been developed that supports the proposed change and any relevant conclusions. If inconsistent please discuss how the analysis demonstrates that changed conditions have occurred which will necessitate a shift in goals and policies.

*Within Chapter 3, Land Use, we find the proposed changes for Excelsior to be consistent with Section 3.2 Visions and Values wherein, we are preserving historic and natural areas; controlling urban sprawl; developing convenient access and opportunities for shopping services and employment and guaranteeing a variety of densities that support a mix of land uses.*

*This request for higher intensity of use, (General Commercial and RMF) within an area dominated by R 4-10 and RSF is based upon the need to develop future housing and retail uses within the constraints of the existing developable conditions and, to enable the use of a binding site plan for ease of separating various liens and encumbrances. Protection from excessive use of these zoning tools can be provided by a development agreement to control intensity of use.*

*With the limitations on intensity of use via a Development Agreement, the use of the entire site could be akin to a mixed use or neighborhood center concept. Unfortunately, a sub-area plan is required for that type of designation, and a neighborhood mini center would not enable the use of a Binding Site Plan to separate lots for finance purposes.*

*LU 1.8 addresses General Commercial use and acknowledges approval of a GC when it fronts along an arterial and does not intrude into an existing neighborhood where*

*incompatible and implements a transitional land uses with the intent of protecting neighborhood character.*

*This is an isolated 32-acre property owned by Excelsior. It fronts along a major arterial and backs up to an adjacent upland HOA common area as well as the 7.8 acre Five Mile Prairie Pictograph site of the Spokane Indian Tribe. The proposed mix of housing and retail services within the 32 acres, would not intrude into any other neighborhood and would be integral to the entire development of Excelsior. Moreover, the Development Agreement could restrict the site from becoming a single big box retailer. Hence the designation of 6.8 acres for GC and CB-55 zoning is consistent with the intent of LU 1.8.*

*The use of the remainder of the 32 acres for RMH use, is compatible with the internal land uses on site that are institutional in nature. That, together with the proximity of community business uses of the proposed walking district, lends itself to better use of the residential component of the Excelsior 32-acre development plan.*

- d) Is this application consistent or inconsistent with the goals and policies of state and federal legislation, such as the Growth Management Act (GMA) or environmental regulations? If inconsistent, describe the changed community needs or priorities that justify such an amendment and provide supporting documents, reports or studies.

*The request is consistent with applicable GMA regulations.*

- e) Is this application consistent with the Countywide Planning Policies (CWPP), the comprehensive plans of neighboring jurisdictions, applicable capital facilities or special district plans, the Regional Transportation Improvement District, and official population growth forecasts? If inconsistent please describe the changed regional needs or priorities that justify such an amendment and provide supporting documents, reports or studies.

*The request is consistent with the CWPP. No neighboring jurisdictions are affected and SRTC will provide comments and conditions under formal review of this application. Similarly, an analysis of capital facility services will be provided during the review process.*

- f) Are there any infrastructure implications that will require financial commitments reflected in the Six-Year Capital Improvement Plan?

*The development will require significant improvements to Indian Trail intersections and frontage. These expenses will be borne by the developer and not the City.*

- g) Will this proposal require an amendment to any supporting documents, such as development regulations, Capital Facilities Program, Shoreline Master Program, Downtown Plan, critical areas regulations, any neighborhood planning documents adopted after 2001, or the Parks Plan? If yes, please describe and reference the specific portion of the affected plan, policy or regulations.

*These impacts will be determined prior to the final action on this request.*

- h) If this proposal is to modify an Urban Growth Area (UGA) boundary, please provide a density and population growth trend analysis. Changes to the Urban Growth Area may occur only every five years and when the Board of County Commissioners (BoCC) reviews all UGA's countywide.

*Does not apply to this request.*



City of  
Spokane



Planning Services  
Department

# Notification Map

## Application

**DESCRIPTION OF PROPOSAL:**

Map Amendment from R 4-10 to Open Space and R 1 zone; R 4-10 to R 15-30 (Residential Moderate) and RMF zone; 4-10 to GC and CB 55 zone.

**ADDRESS OF SITE OF PROPOSAL:** (if not assigned yet, obtain address from Public Works before submitting application)

3754 W Indian Trail Rd

**APPLICANT:**

**Name:** Excelsior Wellness C/O Andrew Hill CEO

**Address:** 3754 W Indian Trail Rd

**Phone (home):** **Phone (work):** 509-559-3100

**Email address:** [Andrew.Hill@excelsiorwellness.org](mailto:Andrew.Hill@excelsiorwellness.org)

**PROPERTY OWNER:**

**Name:** Excelsior Youth Center dba Excelsior Wellness C/O Andrew Hill CEO

**Address:** 3754 W Indian Trail Rd

**Phone (home):** **Phone (work):** 509-599-3100

**Email address:**

**AGENT:**

**Name:** Land Use Solutions & Entitlement, Dwight J Hume

**Address:** 9101 N Mt. View Lane Spokane WA 99218

**Phone (home):** **Phone (work):** 509-435-3108

**Email address:** [dhume@spokane-landuse.com](mailto:dhume@spokane-landuse.com)

**ASSESSOR'S PARCEL NUMBERS:**

26262.0010; 26262.0018; 26262.0054; 26262.0055 and 26265.0046

**LEGAL DESCRIPTION OF SITE:**

To Be Determined

**SIZE OF PROPERTY:**

32.05 acres

**LIST SPECIFIC PERMITS REQUESTED IN THIS APPLICATION:**

Comp Plan Map Amendment

**DOES OWNER/APPLICANT OWN PROPERTY ADJACENT TO SUBJECT PROPERTY?**  
**If yes, provide all parcel numbers.**

All property is listed above.

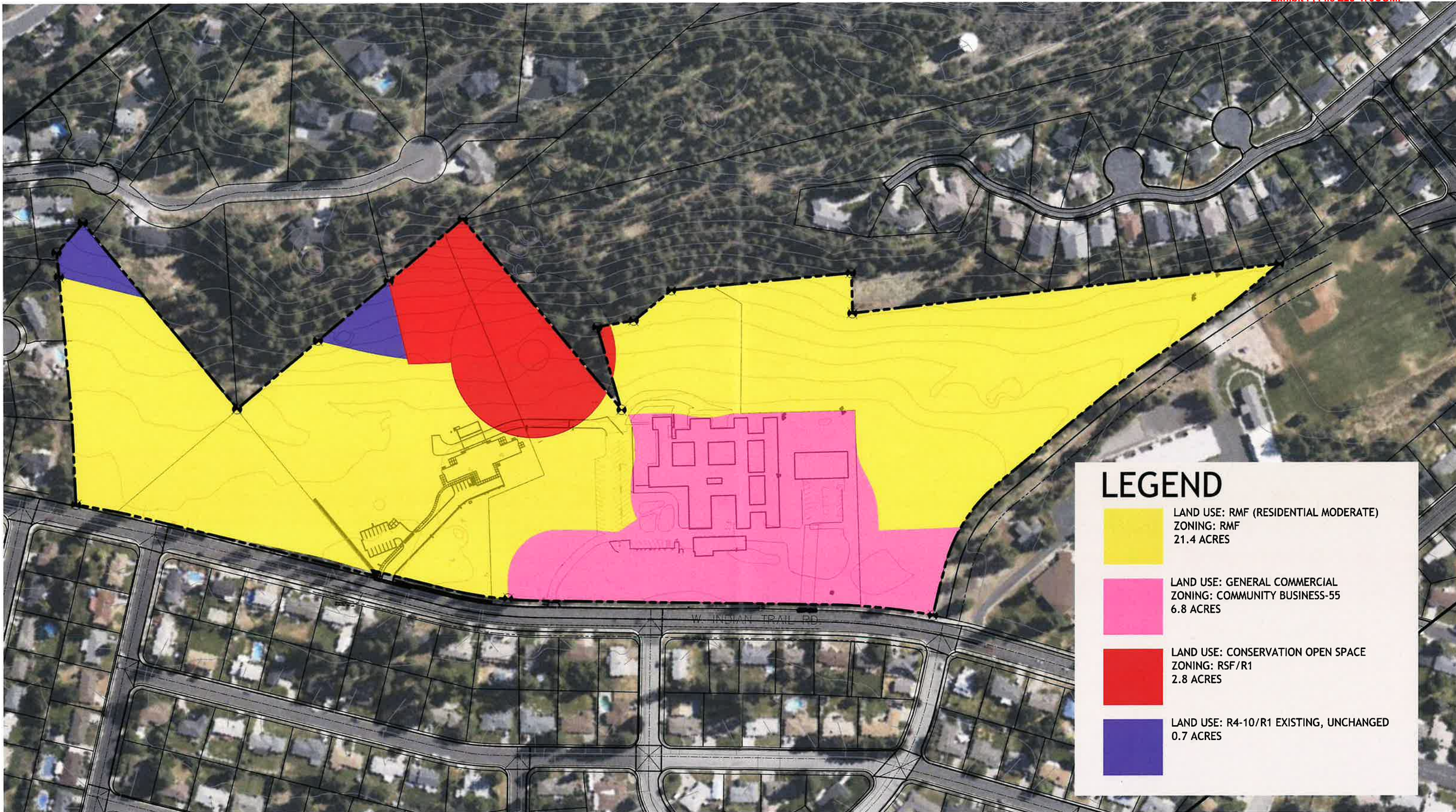
I acknowledge, as a part of this application, that I am responsible for all notification requirements as described in SMC 17G.060. for public hearing and community meeting. Copies of these instructions are available from the Planning Services Department or on [www.spokaneplanning.org](http://www.spokaneplanning.org).

**SUBMITTED BY:**



Applicant     Property Owner     Property Purchaser     Agent





### LEGEND

- LAND USE: RMF (RESIDENTIAL MODERATE)  
ZONING: RMF  
21.4 ACRES
- LAND USE: GENERAL COMMERCIAL  
ZONING: COMMUNITY BUSINESS-55  
6.8 ACRES
- LAND USE: CONSERVATION OPEN SPACE  
ZONING: RSF/R1  
2.8 ACRES
- LAND USE: R4-10/R1 EXISTING, UNCHANGED  
0.7 ACRES





**dhume@spokane-landuse.com**

---

**From:** Davida Condron <Davida.Condron@excelsiorwellness.org>  
**Sent:** Tuesday, October 31, 2023 12:29 PM  
**To:** Dwight Hume (dhume@spokane-landuse.com)  
**Subject:** FW: Excelsior Wellness Visit and Tour Request

Dwight,

I also called and left a message. I am not at the office to show the number I called. I can get that to you.

I will return tomorrow.

**Davida Condron**

Pronounced: də-vē-də kən-drən  
Chief of Staff



Your Homegrown Healthcare System Alternative

3754 West Indian Trail Road  
Spokane, WA 99208  
T: (509) 588-7437  
F: (509) 328-7582  
[www.excelsiorwellness.org](http://www.excelsiorwellness.org)

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**From:** Davida Condron  
**Sent:** Wednesday, October 25, 2023 2:25 PM  
**To:** cgangof4@gmail.com  
**Subject:** Excelsior Wellness Visit and Tour Request

Good Afternoon Claudette,

Excelsior Wellness's CEO and team are interested in setting up a one-hour meeting with you in the upcoming weeks to share our plans and provide you with a tour of the renovations we have in progress.

Do you have any availability next week for this meeting? The Excelsior Wellness team is available for a one-hour meeting on the following dates and times:

- Monday, Oct 30
  - 10:00 to 12:00 PM
  - 1:00 to 3:00 PM
- Tuesday, Oct 31
  - 10:00 AM to 12:00 PM
  - 3:00 PM
- Friday, Nov 3
  - 1:00 PM to 3:00 PM

Please let us know which of these options work for you, or if you have alternative dates and times in mind. We are flexible and will do our best to accommodate your schedule.

Thank you for considering our request, and we look forward to the opportunity to discuss our plans and show you the exciting renovations taking place at Excelsior Wellness.

Best regards,

**Davida Condrón**

Pronounced: də-vē-də kăn-drən

Chief of Staff



Your Homegrown Healthcare System Alternative

3754 West Indian Trail Road

Spokane, WA 99208

T: (509) 588-7437

F: (509) 328-7582

[www.excelsiorwellness.org](http://www.excelsiorwellness.org)

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**State Environmental Policy Act (SEPA)  
ENVIRONMENTAL CHECKLIST**File No. Z23-479COMP**PLEASE READ CAREFULLY BEFORE COMPLETING THE CHECKLIST!****Purpose of Checklist:**

The State Environmental Policy Act (SEPA) chapter 43.21C RCW, requires all governmental agencies to consider the environmental impacts of a proposal before making decisions. An Environmental Impact Statement (EIS) must be prepared for all proposals with probable significant adverse impacts on the quality of the environment. The purpose of this checklist is to provide information to help you and the agency identify impacts from your proposal (and to reduce or avoid impacts from the proposal, if it can be done) and to help the agency decide whether an EIS is required.

**Instructions for Applicants:**

This environmental checklist asks you to describe some basic information about your proposal. Governmental agencies use this checklist to determine whether the environmental impacts of your proposal are significant, requiring preparation of an EIS. Answer the questions briefly, with the most precise information known, or give the best description you can.

You must answer each question accurately and carefully, to the best of your knowledge. In most cases, you should be able to answer the questions from your own observations or project plans without the need to hire experts. If you really do not know the answer, or if a question does not apply to your proposal, write "do not know" or "does not apply." Complete answers to the questions now may avoid unnecessary delays later.

Some questions ask about governmental regulations, such as zoning, shoreline, and landmark designations. Answer these questions if you can. If you have problems, the governmental agencies can assist you.

The checklist questions apply to all parts of your proposal, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

**Use of checklist for nonproject proposals:**

Complete this checklist for nonproject proposals, even though questions may be answered "*does not apply.*"

IN ADDITION, complete the SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS (Part D).

For nonproject actions, the references in the checklist to the words "project," "applicant," and "property or site" should be read as "proposal," "proposer," and "affected geographic area," respectively.



## A Note for Reviewers of this SEPA Checklist from City of Spokane Staff

As you consider the following checklist, please keep in mind that this proposal is a “non-project action” under the State Environmental Policy Act (SEPA). The proposal under consideration is a change only to the Land Use Plan Map of the Comprehensive Plan and the Zoning Map of Spokane. Accordingly, the proposal would amend the types of development expected and allowed on the subject parcels, but no actual physical improvements are under consideration at this time. The City expects that, if these proposals are approved, the property owners will come forward in the future for approval of building permits and other permits for physical changes to the site. However, no such permits have been requested by the applicants at this time and no approval for construction or physical changes to the site is under consideration by the City.

As such, when the applicant’s answers to the following checklist items mention physical improvements (e.g., the number of dwelling units to be constructed) reviewers should understand that these physical developments are not required or permitted by the proposal. Rather, future applications will be necessary before any physical changes occur to the site. Furthermore, requirements in place for construction permits, such as concurrency of services, stormwater controls, and any possible environmental surveys or analyses for that construction, will be analyzed and actions required before any construction or grading permits are issued, commensurate with the requirements of SEPA and the City’s Municipal Code.

For information on what could be permitted on the site, as opposed to the specifics the applicant may have provided in the following pages, reviewers are encouraged to review Title 17 of the Spokane Municipal Code for details as to what kinds of construction are permitted in the proposed zone, as well as any requirements for further analysis and consideration that must occur before any future permits for physical construction will be issued. Title 17 of the Spokane Municipal Code can be found at the following site:

<https://my.spokanecity.org/smc/>

**Note from City of Spokane Staff:**

The proposal classified as File Z23-479COMP has been expanded by Spokane City Council, adding portions of three parcels of approximately 3.01 acres to the project area.

The properties added to the proposal by City Council include:

Parcel	Address
26261.3401 (part of)	No Address Assigned
25262.2620 (part of)	3925 W Osage Way
25262.2621 (part of)	4041 W Osage Way

Where necessary, **boxes with red text** have been added to the SEPA Checklist to account for additional relevant information necessary for evaluating the environment impact of the expanded proposal. These additions have been inserted by City staff and concern only the expanded parcels listed above.

**A. BACKGROUND**

1. Name of proposed project: Excelsior Wellness Planned Community
2. Applicant: Excelsior Wellness C/O Andrew Hill CEO
3. Address: 3754 W Indian Trail Road
4. City/State/Zip: Spokane WA 99208 Phone: 509-559-3100  
 Agent or Primary Contact: Land Use Solutions & Entitlement C/O Dwight Hume  
 Address: 9101 N Mt. View Lan City/State/Zip: Spokane WA 99218 Phone: 509-435-3108  
 Location of Project: Approximately >6 mile N of Francis on Indian Trail Rd. Correction: 0.6 miles north of Francis & Indian Trail  
 Address: 3754 W Indian Trail Rd.  
 Section: 26 Quarter: Variable Township: 26 Range: 42  
 Tax Parcel Number(s) 26262.0010, 26262.0054, 26262.0055 and 26265.0048
5. Date checklist prepared: 5-05-24 Revised
6. Agency requesting checklist: Spokane Planning & Economic Development
7. Proposed timing or schedule (including phasing, if applicable): A 10 year schedule for development upon approval of this amendment request.
8. a. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain. See attached Supplement #7, page 1
- b. Do you own or have options on land nearby or adjacent to this proposal? If yes, explain. We do not have options on land at this time but hope to enter into agreements with adjoining neighbors for exchanges to create a uniform development along the easterly boundary. Note: Parcel 26261.3401 (part) would be designated for Open Space and is not expected to develop.
9. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal. See attached Supplemnt #8, page 1
10. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain. We understand that there have been some informal work done by the neighborhood concerning pedestrian safety at Indian Tail Rd and some discussions about a round-about at our entrance across from Weile.  
As of the submittal of this checklist, the City has not considered a new intersection at this location.
11. List any government approvals or permits that will be needed for your proposal, if known. Comprehensive Plan Amendment; traffic studies and mitigation; building permits and plat approvals.



12. Give a brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. See attached Supplement # 11, page 1 and 2

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13. Location of the proposal: Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit application related to this checklist. \_\_\_\_\_  
The site is located along the east side of Indian Trail Rd adjacent and north of Assumption Church and School.

---

14. Does the proposed action lie within the Aquifer Sensitive Area (ASA)? The General Sewer Service Area? The Priority Sewer Service Area? The City of Spokane? (See: Spokane County's ASA Overlay Zone Atlas for boundaries.) See attached Supplement # 12 page 2

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15. The following questions supplement Part A.

a. Critical Aquifer Recharge Area (CARA) / Aquifer Sensitive Area (ASA)

(1) Describe any systems, other than those designed for the disposal of sanitary waste installed for the purpose of discharging fluids below the ground surface (includes systems such as those for the disposal of stormwater or drainage from floor drains). Describe the type of system, the amount of material to be disposed of through the system and the types of material likely to be disposed of (including materials which may enter the system inadvertently through spills or as a result of firefighting activities). \_\_\_\_\_

This is a non-project action. This will be detailed with future project actions and SEPA review.

See the note on Page 2 of this document for more information on "non-project actions" (NPA).

(2) Will any chemicals (especially organic solvents or petroleum fuels) be stored in aboveground or underground storage tanks? If so, what types and quantities of material will be stored? \_\_\_\_\_

This is a non-project action. The use of and storage of chemicals will be addressed at a project

level review.

The stated intent of the applicant includes a number of uses that might be developed on the site. However, at this time no mention has been made of a gas station or other use that would necessitate the installation of above- or below-ground tanks.

(3) What protective measures will be taken to ensure that leaks or spills of any chemicals stored or used on site will not be allowed to percolate to groundwater. This includes measures to keep chemicals out of disposal systems. See (2) above.

(4) Will any chemicals be stored, handled or used on the site in a location where a spill or leak will drain to surface or groundwater or to a stormwater disposal system discharging to surface or groundwater? See (2) above.

b. Stormwater

(1) What are the depths on the site to groundwater and to bedrock (if known)? Unknown, but will be addressed at a project level review.

(2) Will stormwater be discharged into the ground? If so, describe any potential impacts. See (1) above.

If the site is developed in the future, stormwater handling will be required according to existing Spokane Municipal Code requirements for stormwater management, including on-site swales, retention of waters, and possible passive treatment, commensurate with the City's current stormwater manual.

B. ENVIRONMENTAL ELEMENTS

1. Earth

a. General description of the site (check one):

- Flat Rolling Hilly Steep slopes Mountainous

Other: The site contains both hilly and flat terrain.

b. What is the steepest slope on the site (approximate percent slope)? The slope may be in excess of 40% in places but will not be developed.

c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils.



The soil is classified as Sandy Loam

d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe. \_\_\_\_\_

The slopes have existing vegetative cover and are stable.

e. Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill: \_\_\_\_\_

This is an NPA, however, it is not expected to require imported material for development.

f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe. \_\_\_\_\_

This is an NPA, however, erosion control will be addressed as part of specific project review.

g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt, or buildings)? \_\_\_\_\_

This is an NPA, however at full buildout, approximately 70% of the site would be hard surface.

Under the expanded proposal, the portion of parcel 26261.3401 included in the proposal would remain undeveloped as conservation open space.

h. Proposed measures to reduce or control erosion or other impacts to the earth, if any: \_\_\_\_\_

This is an NPA, however, grading and erosion will be reviewed and addressed at the project specific level.

**2. Air**

a. What type of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known. \_\_\_\_\_

This is an NPA, however, dust control will be addressed during project construction.

Any future grading would be subject to existing City of Spokane standards for dust remediation.

b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe. \_\_\_\_\_

There are no off-site odors or emissions affecting this site.

c. Proposed measures to reduce or control emissions or other impacts to air, if any: \_\_\_\_\_  
To be determined under project level review and approval.

**3. Water**

a. SURFACE WATER:

(1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into. \_\_\_\_\_

Any future development will be subject to city standards requiring protection of wetlands on site, if any.

The City is aware of a potential wetland on the site, located in the northernmost portion. Protection of this wetland, including buffers and other measures, will be required if and when construction of the main site occurs, commensurate with Spokane Municipal Code 17E.070 (Wetlands Protection)

(2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters?

If yes, please describe and attach available plans. \_\_\_\_\_

No projects will encroach upon wetlands, should any exist.

Estimate the amount of fill and dredge material that would be placed in or removed from the surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material.

Not applicable, there are no dredging or fill activities within this site.

(3) Will the proposal require surface water withdrawals or diversions? If yes, give general description, purpose, and approximate quantities if known. \_\_\_\_\_

No surface water diversion will occur.

(4) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan. \_\_\_\_\_

Not applicable

(5) Does the proposal involve any discharge of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge. \_\_\_\_\_

No discharge to surface waters will occur.

b. GROUNDWATER:

(1) Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a

general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known. \_\_\_\_\_

No groundwater is needed, the site is served by public water.

(2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals...; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve. \_\_\_\_\_

This is an NPA, no waste materials will be discharged directly on site.

The project site is located within the City of Spokane sewer service area. Any future construction on site would be required to connect to City Sewer, as new septic systems are no allowed in the City.

c. WATER RUNOFF (INCLUDING STORMWATER):

(1) Describe the source of runoff (including stormwater) and method of collection and disposal if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe. \_\_\_\_\_

This is an NPA. The run-off would be from the anticipated 70% impervious surface conditions at full buildout. However, each project for development will be reviewed for drainage control and proper discharge or disposal.

Any future development would be subject to existing City of Spokane requirements for stormwater management, subject to City review and approval.

(2) Could waste materials enter ground or surface waters? If so, generally describe. \_\_\_\_\_

No, each project will be reviewed for drainage control.

(3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe. \_\_\_\_\_

No alteration of run-off is anticipated.

d. PROPOSED MEASURES to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any. \_\_\_\_\_

To be determined with individual project submittals.

**4. Plants**

a. Check the type of vegetation found on the site:

Deciduous tree:  alder  maple  aspen

Other: \_\_\_\_\_

Evergreen tree:  fir  cedar  pine

Other: \_\_\_\_\_

Shrubs  Grass  Pasture  Crop or grain

Orchards, vineyards or other permanent crops

Wet soil plants:  cattail  buttercup  bullrush  skunk cabbage

Other: \_\_\_\_\_

Water plants:  water lily  eelgrass  milfoil

Other: \_\_\_\_\_

Other types of vegetation: \_\_\_\_\_

b. What kind and amount of vegetation will be removed or altered? \_\_\_\_\_

This is an NPA. It is expected that new projects will have to comply with adopted landscape standards of the development code.

c. List threatened and endangered species known to be on or near the site. \_\_\_\_\_

Unknown, to be determined at project level review.

d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any: \_\_\_\_\_

Unknown, to be determined at project level review.

e. List all noxious weeds and invasive species known to be on or near the site. \_\_\_\_\_

Unknown, to be determined at project level review.

**5. Animals**

a. Check and list any birds and other animals which have been observed on or near the site or are

known to be on or near the site:

Birds:  hawk  heron  eagle  songbirds

Other: \_\_\_\_\_

Mammals:  deer  bear  elk  beaver

Other: \_\_\_\_\_

Fish:  bass  salmon  trout  herring  shellfish

Other: \_\_\_\_\_

Other (*not* listed in above categories): \_\_\_\_\_

b. List any threatened or endangered animal species known to be on or near the site. \_\_\_\_\_

There are no endangered species observed on site. \_\_\_\_\_

\_\_\_\_\_

c. Is the site part of a migration route? If so, explain. \_\_\_\_\_

This is not a migratory route for wildlife. \_\_\_\_\_

d. Proposed measures to preserve or enhance wildlife, if any: \_\_\_\_\_

None \_\_\_\_\_

e. List any invasive animal species known to be on or near the site. \_\_\_\_\_

Unknown. \_\_\_\_\_

**6. Energy and natural resources**

a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc.

Heating of future buildings will be electric and possibly solar. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  

If the project were to develop as proposed by the applicant (and as allowed under the proposed land uses and zoning), additional electrical energy, natural gas, and other utilities will be required above and beyond those needed by the existing buildings on site. This demand is expected to be commensurate with development surrounding this site.

b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe. \_\_\_\_\_

This is an NPA, but projects should not affect adjacent solar access. \_\_\_\_\_

- c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any: \_\_\_\_\_  
This is an NPA, however, new construction will meet then current energy code requirements.

**7. Environmental health**

- a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste that could occur as a result of this proposal? If so, describe. \_\_\_\_  
This is an NPA, however, there is no exposure to toxic chemicals.

- (1) Describe any known or possible contamination at the site from present or past uses. \_\_\_\_\_  
This is an NPA, however, the site has historically been used for educational and housing of girls and subsequently boys. No contamination would have occurred during those uses of the site.

The City is unaware of any existing contamination on the site.

- (2) Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity. \_\_\_\_\_  
This is an NPA, however, construction activity on site is subject to existing utility location before site grading and activity.

- (3) Describe any toxic or hazardous chemicals/conditions that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project. \_\_\_\_\_  
This is an NPA, however, no chemical conditions are foreseen with future projects.

- (4) Describe special emergency services that might be required. \_\_\_\_\_  
No special emergency services are foreseen.

- (5) Proposed measures to reduce or control environmental health hazards, if any: \_\_\_\_\_  
Not applicable, no environmental health hazards are expected.



## b. NOISE:

- (1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)? Traffic is the primary source of noise, and that is not averse to the proposal.
- (2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site. This is an NPA, however, noise would be generated during construction and site preparation work. Long-term noise from the site would be minimal and traffic related.
- (3) Proposed measure to reduce or control noise impacts, if any: None

Any future construction will be limited in hours and days by existing City of Spokane ordinances for noise requirements.

**8. Land and shoreline use**

- a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe. See Supplement 8a page 2.
- b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use? This is not farmland or a working forest.

- 1) Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how: Not Applicable
- c. Describe any structures on the site. See Supplement 8a, page 2
- d. Will any structures be demolished? If so, which? The utility structure may be removed and rebuilt.
- e. What is the current zoning classification of the site? R1
- f. What is the current comprehensive plan designation of the site? R 4-10  
Correction: The site is currently designated "Residential Low" in the Comprehensive Plan.
- g. If applicable, what is the current shoreline master program designation of the site? N/A
- h. Has any part of the site been classified as a critical area by the city or the county? If so, specify. See Supplement 8 page 1.
- i. Approximately how many people would reside or work in the completed project? 750
- j. Approximately how many people would the completed project displace? none
- k. Proposed measures to avoid or reduce displacement impacts, if any: Not Applicable
- l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any: Development in compliance with applicable development regulations.
- m. Proposed measures to ensure the proposal is compatible with nearby agricultural and forest lands



of long-term commercial significance, if any: Not Applicable

## 9. Housing

- a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing. Approximately 314 units of middle and low income housing.
- b. Approximately how many units, if any, would be eliminated? Indicate whether high-, middle- or low-income housing. None
- c. Proposed measures to reduce or control housing impacts, if any: Not applicable

## 10. Aesthetics

- a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed? Excelsior anticipates that the vertical mixed-use structures would be approximately 55 feet.
- b. What views in the immediate vicinity would be altered or obstructed? No views would be altered significantly, due to vegetative tree cover.
- c. Proposed measures to reduce or control aesthetic impacts, if any: The projects will follow applicable design standards of City Codes and be professionally designed by licensed architects.

## 11. Light and Glare

- a. What type of light or glare will the proposal produce? What time of day would it mainly occur? This is an NPA, however, future development will add interior and exterior lighting. Lighting would be visible at dusk and throughout the night.

b. Could light or glare from the finished project be a safety hazard or interfere with views? \_\_\_\_\_  
No, lighting would not be a safety hazard.

c. What existing off-site sources of light or glare may affect your proposal? \_\_\_\_\_  
None

d. Proposed measures to reduce or control light and glare impacts, if any: \_\_\_\_\_  
Outdoor lighting would be controlled to cast downward.

**12. Recreation**

a. What designated and informal recreational opportunities are in the immediate vicinity? \_\_\_\_\_  
Indian Trail Park is ¼ mile to the west. Wyakin Park is ½ mile to the SW. Riverside State Park is 1.5 miles from the subject property.

b. Would the proposed project displace any existing recreational uses? If so, describe. \_\_\_\_\_  
No displacement will occur.

c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any: None

**13. Historic and cultural preservation**

a. Are there any buildings, structures, or sites, located on or near the sited that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers located on or near the site? If so, specifically describe. \_\_\_\_\_  
The site includes an archeological site that will be protected and preserved. See #8 page 1 of the attached Supplement.

b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources. \_\_\_\_\_  
See attached Supplement #8, page 1

See notes previously in this checklist. An agreement exists between the property owner and the Spokane Tribe for the protection of the tribal resources known to exist on site.

c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archaeology and historic preservation, archaeological surveys, historic maps, GIS data, etc. Excelsior has requested that the archeological area be protected with the Conservation Open Space designation.

d. Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required. The designation of Open Space will protect the archeological area from development.

The applicant has entered a Memorandum of Agreement with the Spokane Tribe, outlining the presence of tribal resources on site and listing mitigation and protection measures that will be undertaken to ensure impacts to those resources are avoided. A copy of this agreement is available at the City for review, by contacting [compplan@spokanecity.org](mailto:compplan@spokanecity.org).

**14. Transportation**

a. Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any. The site is accessed to and from Indian Trail Rd.

b. Is site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop? The site is served by STA. We anticipate that STA will eventually have a transit stop on site within the walking district.

STA evaluates the need for new stops. As of the writing of this checklist, the City is unaware of any plans by STA to study or install a new stop at this location. However, at least one STA route passes directly by the project site, along North Indian Trail road.

c. How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate? This is an NPA. However, parking will be subject to the parking standards of the development code and will be reviewed as projects are submitted for review and approval.

- d. Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private). \_\_\_\_\_

It is expected that upon approval of this amendment request, specific projects will be assessed against the then current threshold for traffic impacts and will be required to make improvements to Indian Trail Rd and or contribute to a TBD, if applicable.

- e. Will the project or proposal use (or occur in the immediate vicinity of) water, rail or air transportation? If so, generally describe. There are no water or air issues at this site.

- f. How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and non-passenger vehicles). What data or transportation models were used to make these estimates? \_\_\_\_\_

See Supplement Page 3, item 14. There is an anticipated reduction of 280 VTD from the allowed use for residential. This is based upon the mix of ages and reduced intensity of development.

*(Note: to assist in review and if known, indicate vehicle trips during PM peak, AM Peak, and Weekday (24 hours).)*

- g. Will the proposal interfere with, affect, or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, general describe. No effects.

- h. Proposed measures to reduce or control transportation impacts, if any: See Supplement attached

**15. Public services**

- a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe. \_\_\_\_\_

The applicant envisions a 10 year build out. It is therefore necessary for the assessment of impact to be based upon the then current conditions and the nature of the proposed project.

While buildout of the construction described by the applicant would result in new and increased needs for public services, concurrency requirements of new building permits require that sufficient services and utilities to serve the project are in place or planned prior to construction.

- b. Proposed measures to reduce or control direct impacts on public services, if any: \_\_\_\_\_

See 15 a, above.

**16. Utilities**

a. Check utilities currently available at the site:

- electricity
- natural gas
- water
- refuse service
- telephone
- sanitary sewer
- septic system

Other: \_\_\_\_\_  
\_\_\_\_\_

b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed: \_\_\_\_\_

This is an NPA, however the demand for these services will be assessed and provided on a project-by-project bases. \_\_\_\_\_

**C. SIGNATURE**

I, the undersigned, swear under penalty of perjury that the above responses are made truthfully and to the best of my knowledge. I also understand that, should there be any willful misrepresentation or willful lack of full disclosure on my part, the agency must withdraw any determination of Nonsignificance that it might issue in reliance upon this checklist.

Date: 5-05-24 Signature: 

**Please Print or Type:**

Proponent: Excelsior Wellness C/O Andrew Hill CEO Address: 3754 W Indian Trail Rd

Phone: 509-559-3100 Spokane WA 99208

Person completing form (if different from proponent): Dwight Hume Agent

Phone: 509-435-3108 Address: 9101 N Mt. View Lane  
Spokane WA 99218

**FOR STAFF USE ONLY**

Staff member(s) reviewing checklist: Kevin Freibott, Senior Planner

Based on this staff review of the environmental checklist and other pertinent information, the staff concludes that:

- A. there are no probable significant adverse impacts and recommends a Determination of Nonsignificance.
- B. probable significant adverse environmental impacts do exist for the current proposal and recommends a Mitigated Determination of Nonsignificance with conditions.
- C. there are probable significant adverse environmental impacts and recommends a Determination of Significance.



**D. SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS**

***(Do not use this sheet for project actions)***

Because these questions are very general, it may be helpful to read them in conjunction with the list of elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise? \_\_\_\_\_

The proposed use of the site is for residential, health services and neighborhood retail. Currently, and historically, it has been used for housing and education, and a transition to health serices. No impacts as mentioned above are reasonably foreseen.

As the proposal, if constructed, would develop portions of the site that are currently undeveloped, normal emissions from such uses would increase. However, this location is already identified for devleopment in the Comprehensive Plan and is contained within an existing urban area, with urban services located adjacent or nearby to the site.

Proposed measures to avoid or reduce such increases are: \_\_\_\_\_

Based upon the current and historical uses, there will be no impacts as questioned above.

2. How would the proposal be likely to affect plants, animals, fish or marine life? \_\_\_\_\_

There would be no impacts to plants or animmals. No water body exists on site to support marine life.

Correction: a suspected wetland is located on site. Any marine life in that wetland would be protected by the application of existing City standards for wetland protection codified in Spokane Municipal Code 17E.070.

Proposed measures to protect or conserve plants, animals, fish or marine life are: \_\_\_\_\_

Plants will be introduced per landscape standards of the city development codes.

3. How would the proposal be likely to deplete energy or natural resources? \_\_\_\_\_

The site is located within an urban setting and served by all public services. Development will be in compliance with the current energy codes, therefore, no depletion of energy resources are foreseen.

Proposed measures to protect or conserve energy and natural resources are: \_\_\_\_\_

Construction in compliance with current energy standards.

- 4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection, such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, flood plains or prime farmlands? \_\_\_\_\_

The site includes an archeologically sensitive area that has previously been identified and protected from removal per agreement of the Spokane Tribe, Excelsior and applicable agencies.

Proposed measures to protect such resources or to avoid or reduce impacts are: \_\_\_\_\_

The request to amend includes the designation of this area as Conservation Open Space with limited access via walking trails.

A range of protection/mitigation measures to protect and conserve tribal resources on site have been agreed to by the applicant, in a Memorandum of Agreement signed by both the property owner and Spokane Tribe.

- 5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans? \_\_\_\_\_

See attached Supplement #5, page 3.

Proposed measures to avoid or reduce shoreline and land use impacts are: \_\_\_\_\_

See attached Supplement #5, page 3

- 6. How would the proposal be likely to increase demands on transportation or public services and utilities? \_\_\_\_\_

See attached Supplement #6 page 4

Proposed measures to reduce or respond to such demand(s) are: \_\_\_\_\_

See attached Supplement #6 page 4

- 7. Identify, if possible, whether the proposal may conflict with local, state or federal laws or requirements for the protection of the environment. \_\_\_\_\_

There are conflicts with state or federal laws.

Correction: The applicants response contains a typo. It should read: "There are NO conflicts with state or federal laws."



**C. SIGNATURE**

I, the undersigned, swear under penalty of perjury that the above responses are made truthfully and to the best of my knowledge. I also understand that, should there be any willful misrepresentation or willful lack of full disclosure on my part, the agency must withdraw any determination of Nonsignificance that it might issue in reliance upon this checklist.

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## SEPA Checklist Excelsior Wellness

### Supplement

7. Do you have plans for future additions, expansions or further activity related or connected with this proposal?

*With a vision to bring holistic access to goods and services to a multi-generational planned community, the initial phase will consist of one to three projects of multifamily apartments and one commercial space that will add vibrancy to the South Indian Trail, North Indian Trail and Five Mile neighborhoods. The implementation of full development will take approximately 10 years following this approval.*

#8) List any environmental information you know about that has been prepared or will be prepared directly related to this proposal.

*In January 2022, the City of Spokane Hearings Examiner approved a CUP for the expansion of Community Service Uses on the subject property. (Z21-301CUP3).*

*In his findings, the Washington State Department of Archaeology and Historic Preservation and the Spokane Tribe of Indians advised of a high probability of archeological or cultural resources on site. (page 5 of 10, item 4 of said Findings).*

*This proposal acknowledges these environmental conditions and requests that this sub-area of the site be designated Conservation Open Space to further ensure its protection and preservation.*

#11) Give brief, complete description of your proposal, including the proposed uses and the size of the project and site.

*The total acreage of this request is approximately 32 acres, according to public information on SCOUT. Of this, 21.4 acres are proposed for Residential Moderate to accommodate a mix of work force, market rate and multi-generational housing. Centrally located are 6.8 acres for General Commercial designation for Community Business 55 zoning and the walking district with wellness related stores and services. Finally, approximately 2.8 acres would be designated as Conservation Open Space to ensure the preservation area with walking trails and the Spokane Tribe Interpretive Center.*

*This 32-acre site is located along the east side of Indian Trail Rd adjacent and north of Assumption Church and Elementary School. It is the existing entry to Excelsior*

*Wellness, formerly known as Excelsior Youth Center and prior to that, The Good Shephard Home for Girls. A map of the various comprehensive plan amendment requests is included with this application.*

*Excelsior is planning a phased development that integrates residential and neighborhood business growth aligned with our vision for a sustainable community. Over the next decade, we anticipate the creation of 300 residential units in a mix of low to moderate densities, including approximately 80 multifamily units in the first 5 years. Our diverse housing options cater to various demographics, including workforce family housing, senior housing, and multi-generational living spaces, with a current master plan that includes 180 multifamily units to the north, with the centrally located village accommodating 40 senior units, 10 units for young adults, and 24 family units. Complementing the residential component, we plan to develop between 20,000 to 40,000 square feet of neighborhood office and retail space at full build out. This space will primarily support administrative functions for wellness partners and local neighborhood businesses, further enhancing our envisioned walking district and wellness mission.*

*12) The site is located within the ASA and the ACARZ. As a result, the projects must comply with SMC Chapter 17E.010. This will ensure that storm drainage is properly handled.*

### Environmental Elements:

#### Land & Shoreline Use

8a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses or adjacent properties?

*The current use of the site is integrated healthcare and skilled nursing facility, service and utility building, administrative offices, and a five-bedroom home for transitional age youth. These uses were previously approved under CUP (Z17-001CUP3 and Z21-301CUP3).*

*The surrounding land uses are low-density residential flanking from the West, North and East, and a church/school adjoining along the south boundary. An HOA open space and a designated wetland as well as an archeological site (petroglyphs) are located upland along the easterly boundary, currently proposed for preservation under a Conservation Open Space designation.*

14. Transportation (f)

How many vehicular trips per day would be generated by the completed project proposal?

*The current zoning of the 21.4 acres would allow 214 DU's at 10/acre, whereas the entire mixed-use proposal would generate 314 DU's. This is based upon 180 units of MF; 40 senior housing units; 10 young adults; 24 family units; and 100 mixed use dwellings.*

*If we assume that the retail and office component will have an estimated 500 customer and employee trips per day, the combined VTD would be approximately 2120 VTD, whereas the full build out under current zoning would generate approximately 2400 VTD.*

*Accordingly, there is a net reduction of 280 VTD from the current allowed build out.*

Non-Project Section:

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?

*The proposed change is to allow the transition of Excelsior Wellness from its former use as a residential treatment center and school for boys, to an integrated healthcare and education organization, providing integrated care through a variety of specialty programs and services to youth and adults of the community at large.*

*The site consists of 32 acres, and at full buildout, will provide approximately 7 acres for mental health and other related health services. A walking district for neighborhood wellness related stores and services. The remaining 21 acres for a variety of workforce, market rate and multi-generational housing.*

*The proposed Conservation and Open Space area will protect the existing historical area from development and act as a buffer to upland residential areas.*

*The development of the whole site will represent an incremental increase in the intensity of use on the site and will result in development of portions of the site that have been left relatively untouched thus far—however, this area is already identified for urban scale development in this location by the Comprehensive Plan, and the applicant's proposal is consistent with such a concept.*

Proposed measures to avoid or reduce shoreline and land use impacts are:

*Review and condition proposed projects at the then current time of project submittal, based upon then current land use and traffic issues.*

6) How would the proposal be likely to increase demands on transportation or public services and utilities?

*The city has adequate utility services for this proposal. Traffic mitigation needs to be addressed beyond this non-project level action and conditioned for mitigation accordingly when the nature and intensity of the project impacts can be measured by phase of development.*

*However, it has been determined that the proposed full buildout of the site for mixed use and variable housing types will generate approximately 280 fewer trips than a maximum buildout under current zoning rights.*

*End of SEPA Supplement*

**NONPROJECT MITIGATED DETERMINATION OF NONSIGNIFICANCE**

**PROJECT:** Z23-479COMP Indian Trail, Comprehensive Plan Amendment

**PROPONENT:** Excelsior Wellness & the City of Spokane

**DESCRIPTION OF PROPOSAL:** An amendment to the Land Use Plan Map (LU-1) of the Comprehensive Plan and attendant changes to the Official Zoning Map of the City of Spokane for 35.1 acres in the Balboa/South Indian Trail Neighborhood.

**LOCATION OF PROPOSAL, INCLUDING STREET ADDRESS, IF ANY:** Northeast of W Indian Trail Rd between the intersections of W Janice Ave and W Weile Ave.

**LEAD AGENCY:** City of Spokane

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

[ ] There is no comment period for this DNS.

[ ] This DNS is issued after using the optional DNS process in section 197-11-355 WAC. There is no further comment period on the DNS.

[ X ] This MDNS is issued under WAC 197-11-340(2); the lead agency will not act on this proposal for at least 14 days from the date of issuance (below). Comments regarding this DNS must be submitted no later than 5 p.m. on October 8, 2024, if they are intended to alter the MDNS.

**Mitigating Measures:**

1. Prior to the construction of any structures on the site or the approval of building permits, the applicant shall supply to the Integrated Capital Management department a schematic site plan for their consideration and approval. This site plan shall include building footprints, expected floor area of each building, internal streets and drives, and the primary uses of each structure. Integrated Capital Management will analyze those details to determine possible improvements necessary to avoid significant impacts to City streets, including but not limited to a new signal on W Indian Trail Rd.

\*\*\*\*\*

**Responsible Official:** Spencer Gardner

**Position/Title:** Director, Planning Services **Phone:** (509) 625-6500

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

**Date Issued:** Sept 16, 2024 **Signature:**  \_\_\_\_\_

\*\*\*\*\*

# Exhibit I: Agency Comments

Exhibit I, File Z23-479COMP

Whitmarsh, Brandon

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**From:** Development Review <developmentreview@spokanetransit.com>  
**Sent:** Friday, May 17, 2024 12:53 PM  
**To:** Planning & Development Services Comp Plan; Planning & Development Services Comp Plan  
**Cc:** Poole, Emily; Redman, Drew  
**Subject:** RE: Request for Comments for Z23-479COMP (Indian Trail) - Comments DUE May 21, 2024

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Good afternoon,

Thank you for taking the time to receive and record this comment for Z23-479COMP (Indian Trail) from Spokane Transit Authority (STA). STA is supportive of the City's efforts to rezone land near transit service that adds more residential density. Denser, multi-family housing development generally supports increased transit ridership.

This stretch of Indian Trail Road is currently served by Route 23. Please allow the opportunity for STA to review proposals and site plans in advance of their approval, and to request that adequate space be provided along Indian Trail Rd for stops to be constructed, if deemed necessary by STA.

Please coordinate any future construction at these sites with STA, as construction can impact our ability to operate safely there.

Please let me know if you have any questions or concerns, and thank you for working closely with STA.

Thanks,

**Randy Brown**

**Associate Transit Planner**

Office: (509) 344-2618

Email: [RBrown@spokanetransit.com](mailto:RBrown@spokanetransit.com)

[spokanetransit.com](http://spokanetransit.com)

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**Whitmarsh, Brandon**

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**From:** Note, Inga  
**Sent:** Tuesday, May 7, 2024 4:36 PM  
**To:** Planning & Development Services Comp Plan  
**Subject:** RE: Request for Comments for Z23-479COMP (Indian Trail) - Comments DUE May 21, 2024

A trip generation letter would be useful on this one.

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**From:** Benzie, Ryan <rbenzie@spokanecity.org>  
**Sent:** Tuesday, May 7, 2024 3:34 PM  
**Subject:** Request for Comments for Z23-479COMP (Indian Trail) - Comments DUE May 21, 2024

Good afternoon,

Please see the attached request for comments, SEPA checklist, and associated documents for the following project:

**Project Name:** Z23-479COMP (Indian Trail)

**Location:** North of W Indian Trail Rd between W Weile Ave and W Janice Ave; Section 26, Township 26N, Range 42E

Please direct any comments or questions to [compplan@spokanecity.org](mailto:compplan@spokanecity.org) by **May 21, 2024 at 5 PM.**

Thank you,



**Ryan Benzie** | Clerk III | Planning & Economic Development  
509.625.6863 | [my.spokanecity.org](http://my.spokanecity.org)







**Spokane Tribe of Indians  
Tribal Historic Preservation Officer**

P.O Box 100 Wellpinit WA 99040

**To:** Ryan Benzie, Planner

**Subject:** Z-23-479COMP “Indian Trail”

Mr. Benzie,

Thank you for inviting the Spokane Tribe of Indians to be a consulting party is greatly appreciated. The intent of this process is to preserve and protect all cultural resources whenever protection is feasible.

We have reviewed the permit forwarded to our office for the project mentioned above; after archive research we are concerned that the project area potentially contains archaeological resources, which would be impacted by the proposed ground disturbing action.

**Recommendation:** Cultural monitor present during construction activities.

At this time there are several questions that will be ask for this proposal,

- 1, Must have a cultural clearance for staging area.
3. Prepare construction crews for the possibility of encountering cultural resources during construction.
4. What kind and amount of vegetation will be moved or altered?
5. What kind of landscaping use of native plants or other measures to preserve or enhance vegetation on the site.

However, if any artifacts or human remains are found upon excavation activity this office is to be notified and the immediate area cease. Should additional information become available our assessment may be revised.

Again, thank you for this opportunity to comment and consider this a positive action that will assist us in protecting our shared heritage.

If questions arise, please contact me at (509) 258 – 4222

Sincerely,

Randy Abrahamson  
Tribal Historic Preservation Officer



The City of Spokane received numerous public comments via email and letter regarding the proposal on W Indian Trail Road, File Z23-479COMP. Those comments are summarized in the following pages, along with responses to the concerns where possible. Also included below are comments that were received early in the process, during the docketing stage. The following public comments represent everything received by City staff prior to the end of the public comment period on August 9, 2024.

Because some topics were raised by multiple commenters, it is more useful to provide a master response to some topics instead of listing them each time the topic is raised by individual commenters. Accordingly, before the summary of individual comments, there are a few “master responses” organized by general topic (i.e. traffic, character) that apply to multiple commenters’ letters and emails.

### **Master Response MR-1: Hillside Park Owners Association Property**

Numerous commenters were concerned about the portion of Parcel 26261.3401, owned by Hillside Park Owners Association, that was included in the proposal by City Council. This “expansion” of the application was made by City Council early in the process, during the Threshold Determination, when City Council must consider the package of applications received by the City and decide which should move forward for full processing. Such an expansion is allowed and guided by SMC 17G.020.026.

At the time, detailed information about the Hillside Park development was not known. What was known was that the applicant, Excelsior Wellness, was proposing an area of Conservation Open Space on their property and that the Hillside Park property was shaped such that it would bisect that open space area. Considering that protective buffers like this perform better when they are cohesive, City Council felt that including a portion of Hillside’s property would be beneficial in protecting the known historical resource on Excelsior’s property.

Since that time, significant research has been conducted by City staff, including a literature review of the City’s files on the Hillside Park planned unit development, its preliminary plat, and its final plat. Additional information was supplied by Hillside Park Owners Association itself via Jim Davis. The results of that review are discussed in the Staff Report under section IV.7.

As discussed in the staff report and presented to Plan Commission during their workshop on June 26, 2024, staff has recommended that this portion of the proposal be excluded from any changes to land use or zoning. It will be up to Plan Commission and then City Council to condition any approval on that exclusion.

Regarding some of the specific comments received on this topic, and the concerns stated by commenters, the following should be noted by reviewers of this staff report:

- At no time has the project included a plan or permission for Excelsior to take ownership, use, or otherwise encroach on land owned by Hillside Park Owners Association. This portion of the proposal is not theirs, rather it was added for consideration by the City.
- Excelsior has not stated plans to purchase, use, or develop the Hillside Park Owners Association property. They did not approach City staff about such an idea, nor did they ask City Council to consider this as part of their proposal. Its inclusion was originally discussed by the City's Threshold Committee and was ultimately added to consideration by City Council under Resolution RES 2024-0029.
- At no time would a designation of Conservation Open Space on this portion of the Hillside property permit or plan for the public to use this site as a public resource. Its inclusion for consideration was solely to help provide a buffer around a known historic resource, a buffer that would help to ensure no development would encroach on that resource. Staff has since found that such a buffer on this property would be redundant (see section IV.7 of the staff report).

### **Master Response MR-2: Impacts to Existing Property Values in the Vicinity**

There are many factors that come into play when the County Assessor determines taxable property value. However, the City is unaware of any direct impact that a multi-family use or commercial land use being placed adjacent to an existing residential use can have on the property value of an existing home or homes. Commenters are encouraged to contact the County Assessor's office with questions regarding their taxable property value.

### **Master Response MR-3: Loss of Natural Habitat**

The subject properties are heavily wooded in parts that have remained undeveloped in the history of the property. Upon inspecting the site, City staff witnessed numerous birds and small mammals like marmots on the site. However, no biological study or survey was conducted, nor does the City have any direct information that would point to the presence of any protected species on the site.

While much of the site contains natural resources such as grasses, trees, shrubs, small animals, and other typical features of undisturbed lands in the vicinity, the site itself is not designated on any protected list or database of properties with high ecological value. A portion of the site was once under a requirement that it remain in its natural state and, if it did not, would revert to the original owner (Ms. Helen M. McKinley). However, Excelsior Wellness successfully received a termination of that reversion in 2016, as recorded by Spokane County. No other covenant or restriction on the properties that would require they remain in their current state exists, to the knowledge of the City.

Additionally, the site was nominated in 2010 for purchase and preservation by Conservation Futures. Following a review and assessment by the Land Evaluation Committee for Conservation Futures, including the use of outside expertise from the WA Department of Fish and Wildlife, the property was ranked 30 out of 36. It ranked too low for protection at that time.

Because the proposal under consideration is a Comprehensive Plan Amendment, any analysis of the impact to natural resources from this proposal should also be in the framework of the Comprehensive Plan. While the site itself remains in its natural state, it is not designated for protection in the Comprehensive Plan, nor is it identified for protection in any other known local, regional, or state plan. Furthermore, this site is already designated for development of low intensity residential uses in the City's Comprehensive Plan. Accordingly, the development strategy implemented by the Comprehensive Plan, and the future state of the site analyzed in the City's Environmental Impact Statement (EIS) for the Comprehensive Plan, account for the eventual development of this site.

What is at question is not whether this site remains undeveloped. It is the intensity of use and development to be expected on this site. The applicant is asking to develop more intense, multi-family residential uses on the site as well as an area of commercial uses. When considering the environmental and policy implications of the proposal, analysis is based on the comparison between these two intensities of development, not the natural state. The conversion of the site from natural state to developed state was already analyzed and addressed in the EIS for the Comprehensive Plan.

Of further consideration, the proposal by the applicant (if approved) would not result in 100 percent of the land being covered by physical development. Any multi-family development in the City is required to provide a proportion of public open space as part of the proposal (see SMC 17C.111). Likewise, commercial development must dedicate a portion of their site for landscaping and green areas (see SMC 17C.120). Finally, the 2.9 acres of the site the applicant has proposed for Conservation Open Space would remain in its natural state, regardless of the development elsewhere on the site.

In summary, the site is not designated for preservation or protection in the Comprehensive Plan. While the site would be developed were the proposal approved, it could likewise be developed under the current designation and zoning with no further action than grading permits, building permits, and the like.

#### **Master Response MR-4: Traffic Impacts**

When the required Agency Comment Period was initiated for this proposal on May 7, 2024, it was routed to the Integrated Capital Management (ICM) department as well. As is their responsibility, ICM staff evaluated the proposal for its potential impact to traffic and levels of service in the vicinity. They subsequently requested that the applicant secure the services of a qualified traffic engineer to prepare a trip generation memo for the application. Following review of that technical memo, ICM replied to Planning staff that the proposal to change the Comprehensive Plan would not, in itself, cause a significant impact on local traffic. However, ICM staff also indicated that depending on the eventual site plan developed by the applicant for the site, including the location of ingress/egress points, it may eventually be necessary to locate a new signal on W Indian Trail to allow sufficient access to the site.

A mitigation measure was included in the SEPA determination for this project requiring that the applicant and City adopt a Development Agreement prior to any construction, including sufficient information to allow the City to determine any probably traffic impacts and, where required, apply conditions on the project that will mitigate those impacts. Upon receipt of the applicant's required submittals pursuant to that Development Agreement, ICM will once again review the project to ensure that impacts to W Indian Trail Rd are sufficiently addressed.

#### **Master Response MR-5: Trespassing and Encroachment**

Trespassing is already illegal in Spokane and in Washington State. No part of this proposal (a change to land use plan map designation and zoning) would give the occupants, employees, or visitors an opportunity to circumvent that law or the enforcement of it.

While this topic is not affected by the Comprehensive Plan Amendment under consideration, City staff did forward these concerns to the City's Code Enforcement Department so they are aware of the issue and so they may contact concerned property owners with more information when warranted.

#### **Master Response MR-6: Neighborhood Character and Compatibility**

The impact that the proposal can have on both the project site and the surrounding neighborhood is central to the topic of any Comprehensive Plan Amendment. Accordingly, SMC 17G.020 has provided a series of criteria that decisionmakers like the Plan Commission and City Council should consider when making any final approval or denial. Staff's analysis of those criteria is included in section VI.2 of the staff report. Commenters are referred there for a detailed description of this topic. Of most applicability to neighborhood character and compatibility, see section VI.2.K.

#### **Master Response MR-7: Noise Impacts from Development**

The Spokane Municipal Code (SMC) provides for noise limits in the City (see SMC 10.70). Any use of or future development on this site must conform to these standards. Future development proposals, if and when they are submitted for approval by the City, will be considered for their applicability and conformance with these standards.

Regarding the current proposal, there is no feature of general multi-family residential zoning that would produce or allow significant unique sources of noise. While much of the subject properties are currently undeveloped, they are already described in the Comprehensive Plan for urban scale residential development. The proposal would increase the intensity of that development above what is allowed now, but the magnitude and nature of noise is expected to be similar to what would exist if the property were developed under the current designation.

#	Summary	Response
<b>Commenter A: Bill Garry, Hillside Park Owners Association</b>		<b>Date: 3/1/24</b>
A1	No development may occur on the common area lands of the Hillside Park Owners Association. The dedication of their property already contains protection of the area from development and public use.	See master response MR-1.
A2	The association will not allow any member of the public to use their private open space land.	See master response MR-1.
<b>Commenter B: Scott Tetz &amp; Kelsey Martell</b>		<b>Date: 3/25/2024</b>
B1	States they have no plan to sell or redevelop any portion of their property (3925 Osage Way, included as part of the proposal by the City Council).	Such an action would not be required per this proposal. If part of their property were designated Residential Moderate and zoned Residential Multi-Family as this proposal suggests, there would be no effect on their ability to remain on their property and continue to use it for low-intensity residential use as they do now.
B2	Concerned about changes in their property taxes resulting from the proposal.	See master response MR-2.
B3	Requests a dedicated 50-foot boundary between their property and the Excelsior property, precluding development in that area and serving as a "green buffer."	This request has been forwarded to the applicant. There is no guidance or policy in the Comprehensive Plan or the Spokane Municipal Code that would require such a buffer between two residential uses, save for property setbacks that will be enforced at the time of building permit consideration (see SMC 17C.111.205). The applicant is not required to implement a buffer by any code or policy, so it is their decision whether or not to.
B4	Acknowledges the benefit of "increasing livable spaces" and walkability.	Comment noted and forwarded to Plan Commission and City Council via this staff report.
<b>Commenter C: Kelly Jones</b>		<b>Date: 6/12/2024</b>
C1	Generally opposed to the proposal.	Comment noted and forwarded to Plan Commission and City Council via this staff report.
C2	Concerned about the loss of natural habitat.	See master response MR-3.
C3	Concerned about traffic problems on North Indian Trail.	See master response MR-4.
<b>Commenter D: Matt Brannon</b>		<b>Date: 6/15/2024</b>
D1	Opposed to the perceived taking of Hillside Park Owners Association lands.	See master response MR-1.
<b>Commenter E: Rashmi Mishra</b>		<b>Date: 6/21/2024</b>
E1	Opposed to the inclusion of Hillside Park Owners Association land in the proposal.	See master response MR-1.
<b>Commenter F: Michael &amp; Kimberly Bush</b>		<b>Date: 7/7/2024</b>
F1	Opposed to the inclusion of Hillside Park Owners Association land in the proposal.	See master response MR-1.

#	Summary	Response
F2	Concerned about ingress/egress from the portion of site that lies between Hillside Park Owners Association land and the church/school property to the south.	Because no actual construction has been proposed, it is difficult to evaluate the ingress/egress from this location at this time. However, that property is currently owned entirely by Excelsior Wellness and it fronts on and has full access to W Indian Trail, pointing to the fact that adequate egress/ingress should be possible. As a non-project proposal with no actual construction proposed, it's not possible to determine with any certainty what the ingress/egress will be. Staff has recommended a Development Agreement be developed for this site prior to any construction that would settle the topic of access before any physical development (see the end of the Staff Report).  Also see master response MR-4 regarding the traffic impacts to W Indian Trail Rd.
F3	Concerned about traffic on W Indian Trail Rd.	See master response MR-4.
F4	Concerned about the operation of a treatment center next to the existing school on the adjacent property to the south.	The actual future use of the Excelsior property is not known because the only request of the City at this time is to consider a map change to the Land Use Plan Map and an attendant rezone. Future use must be considered against the types of uses allowed in the zones requested by the applicants. According to the use tables for both residential and commercial zones in the city (see Spokane Municipal Code [SMC] 17C.111.100 and SMC 17C.120.100), group living is subject to a conditional use permit (CUP). Medical centers require a CUP in RMF zones and are allowed outright in CB zones. Accordingly, the zoning proposed by the applicant would allow such a use if they so wished, though additional permits may be required.  At this time, the City is not permitting or considering any actual development or treatment center use. The applicant does possess a valid CUP for treatment uses on the site now, so a continued use of that facility would still be allowed under that CUP whether or not the current proposal is approved.  Regardless, the general concern of the commenter has been forwarded to the Plan Commission and City Council via this staff report for their consideration.
<b>Commenter G: Tara Smith</b>		<b>Date: 7/16/2024</b>
G1	Opposed to including Hillside Park Owners Association land in the proposal.	See master response MR-1.
G2	Concerned about trespassing between Excelsior Wellness properties and adjacent properties.	See master response MR-5.
<b>Commenter H: Jim Davis (First Letter)</b>		<b>Date: 7/19/2024</b>
H1	Opposed to including Hillside Park Owners Association land in the proposal.	See master response MR-1.
H2	Concerned about encroachment and trespassing between Excelsior land and the Hillside Park Owners Association lands.	See master response MR-5.

#	Summary	Response
H3	Concerned that their property survey monuments have been removed.	At no time has City staff moved, modified, or removed monuments during the execution and processing of this proposal. The removal of property monuments is a civil matter and has been referred to the Code Enforcement department so they can reach out to the commenter with advice.
<b>Commenter I: Jim Davis (Second Letter)</b>		<b>Date: 7/22/2024</b>
I1	Mr. Davis supplied the City materials related to the status of the Hillside Park Owners Association lands and their dedication.	See section IV.7 in the staff report for the results of this research and staff's recommendation, wherein staff recommends that Plan Commission and/or City Council remove the Hillside Park Owners Association property from the proposal. Also, see master response MR-1 for more information on this topic.  Staff thanks Mr. Davis for his cooperation with this matter.
<b>Commenter J: Michele McClafin</b>		<b>Date: 7/23/2024</b>
J1	Commenter is concerned about the impacts apartments will have on the existing neighborhood.	See master response MR-6.
J2	Concerned about traffic on W Indian Trail Rd.	See master response MR-4.
J3	Concerned about historic and future trespassing.	See master response MR-5.
J4	Requests the City "downsize" the proposal.	As the disposition of the proposal (whether it be approved, modified, or denied) is the purview of decisionmakers, this request has been forwarded to the Plan Commission and City Council via this staff report for their consideration when deciding on the proposal.
<b>Commenter K: Mary Marsh</b>		<b>Date: 7/28/2024</b>
K1	States a general concern about the impact of the proposal on the surrounding neighborhood.	See master response MR-6.
K2	Concerned about traffic on W Indian Trail Rd.	See master response MR-4.
<b>Commenter L: Steve Ellis</b>		<b>Date: 8/1/2024</b>
L1	Concerned about trespassing and requests that Excelsior be required to fence the "backside" of the properties.	See master response MR-5. As this is a civil matter, not a legislative one, staff cannot recommend such a requirement at this stage. However, this comment (along with all others) has been forwarded to Plan Commission and the City Council via this staff report for their consideration.
<b>Commenter M: M Marsh (No first name given.)</b>		<b>Date: 8/1/2024</b>
M1	Expressed general concern about placing apartments in this location, asking "how many? Where?"	The specific development characteristics of any future development on this site that may or may not occur cannot be known—the City is not being asked to approve any actual construction at this time, nor has the applicant proposed any. The matter before the City is the land use and zoning of these properties. Accordingly, the analysis in the staff report and topics discussed with the Plan Commission have been predicated on what is generally allowed within the proposed zones/land use designations, not some specific design or plan for the site. Future analysis and consideration will be required if and when building permits



#	Summary	Response
		or other development permits are submitted for approval by the property owner.
M2	Concerned about traffic on W Indian Trail Rd.	See master response MR-4.
M3	Concerned about noise impacts from development.	See master response MR-7.
<b>Commenter N: Stacie Ellis</b>		<b>Date: 8/6/2024</b>
N1	Concerned about traffic on W Indian Trail Rd.	See master response MR-4.
<b>Commenter O: Joanne Welch &amp; Christopher Smith</b>		<b>Date: 8/8/2024</b>
O1	States noticing was inadequate and materials aren't sufficiently available.	<p>Noticing and signage is primarily the responsibility of the applicant, though notification regarding parcels added to the proposal by City Council lies with staff. Regardless, noticing has been conducted according to the requirements of the Spokane Municipal Code. The 400-foot boundary for mailed notification is a requirement of the Spokane Municipal Code and is not arbitrarily set.</p> <p>As the commenter lists in their letter, notice has been posted online, in the Spokesman Review, and in the Spokane Gazette. Additional notification was provided via presentations to the concerned neighborhood councils (conducted by the applicant) and through electronic notification to the concerned neighborhood councils, the Community Assembly, and the Land Use Subcommittee to the Community Assembly. Lastly, all signage, notices, and emails have included web addresses where the pertinent materials can be reviewed as well as direct contact information (both email and phone) where staff can be reached. The project website already includes a schematic of the process as well, something the commenter specifically requests in their letter.</p>
O2	Concerned about traffic on W Indian Trail Rd.	See master response MR-4.
O3	Concerned about impacts to neighborhood character and the surrounding community.	See master response MR-6.
O4	Concerned about impacts to the natural area.	See master response MR-3.
O5	Concerned about trespassing from future uses and treatment patients crossing property boundaries.	At this time no actual development or "treatment" use has been proposed. The matter before the City is a change in land use plan map and zoning designation. Regarding trespassing in general, see master response MR-5.
<b>Commenter P: Pat Corbin</b>		<b>Date: 8/8/2024</b>
P1	Concerned about impacts to neighborhood character and the nearby community.	See master response MR-6.
P2	Concerned about traffic on W Indian Trail Rd.	See master response MR-4.
P3	Concerned there would be inadequate parking.	The City does not mandate a minimum amount of parking for any development. That is a decision made by the actual developer and property owner. As no actual development has been proposed for this site, the City cannot know how much parking might be provided on site

#	Summary	Response
		for future development. Note there is currently no parking on W Indian Trail adjacent to the proposal, so impacts to circulation on Indian Trail from parked cars is currently unlikely.
P4	Concerned that apartment residents won't "care about their new neighborhood" and thus will not use transit.	There is no evidence that apartment dwellers are less likely to use transit than those that reside in single-unit homes. In fact, per existing Comprehensive Plan policy, the City should seek to increase residential density in the vicinity of high capacity transit specifically because those uses are more likely to use those transit facilities.
<b>Commenter Q: Jacob Gadbery</b>		<b>Date: 8/8/2024</b>
Q1	Stated that information on the proposal is "less accessible than one might hope."	See the response to comment O1 above.
Q2	Concerned about general safety.	All current regulations for public safety in the SMC would apply to any future use on this site.
Q3	Concerned about traffic on W Indian Trail Rd.	See master response MR-4.
Q4	Concerned about the loss of natural habitat.	See master response MR-3.
<b>Commenter R: Douglas Spickard</b>		<b>Date: 8/8/2024</b>
R1	Concerned about aesthetic impacts from converting forestland to development.	The proposed site is already designated for low intensity residential use in the Comprehensive Plan. The proposal is to consider more intense residential use on the site. However, if the project is not approved the site can still be developed for residential uses in its current land use plan map designation and zoning. Multi-family residential uses do not by its very nature result in more significant impacts to the aesthetic environment over lower intensity uses.  For more on the loss of natural habitat, see master response MR-3.
R2	Concerned about light and noise impacts from the proposed uses.	Regarding uses that could be developed under the proposed RMF zoning, multifamily uses by their nature do not constitute a significantly increased impact to the light and noise impacts of a property. Furthermore, any future development, if and when it is proposed, would be subject to the City's existing noise restrictions (SMC 10.70) and design requirements for residential uses (SMC 17C.111).
R3	Concerned about impacts to a "wildlife corridor"	There is no known established or described corridor in this location. Thus, the issue concerns the loss of natural habitat in this location. For that, see master response MR-3.
R4	Concerned about traffic on W Indian Trail Rd.	See master response MR-4.
R5	Concerned about impacts to a known historic/prehistoric resource on the site.	The site of the historic resource is known to both the City and the applicant. The property owner has already undertaken significant steps to protect that resource from impact. They have signed an agreement with the Spokane Tribe outlining the steps required to protect the site. Furthermore, they have installed site protection measures that prevent a reasonable person from impacting the resource. Finally, their proposal includes a large buffer of Conservation Open Space in the

#	Summary	Response
		vicinity of the resource that intends to exclude future development and physical impacts to that area.
R6	Asks the City to consider whether Excelsior will be "successful" as the manager/developer/user of this site.	<p>This site is owned wholly by Excelsior wellness, save for the small portions added for consideration by City Council. Excelsior is a legal property owner in the City of Spokane and can develop and use their property as they see fit, within the requirements and realm of the Spokane Municipal Code, the Comprehensive Plan, and the regulations and laws that govern land use in the state of Washington. The City does not evaluate the likely success of a given operator when considering the appropriate land use and zoning of an individual site.</p> <p>Regardless, the comment has been forwarded to the Plan Commission and City Council via this staff report and its exhibits for their consideration.</p>
R7	Concerned development will affect their property value.	See master response MR-2
<b>Commenter S: Brian Walters</b>		<b>Date: 8/8/2024</b>
S1	Concerned development will affect their property value.	See master response MR-2
S2	Concerned about impacts to the natural area.	See master response MR-3.
S3	Concerned about traffic on W Indian Trail Rd.	See master response MR-4.
S4	Concerned about impacts to school systems.	According to the requirements of SMC 17G.020, the proposal was forwarded to concerned local agencies, including the school district. No comment was received from the school district that would indicate a concern about the students that may be generated by future development on this site.
<b>Commenter T: Ken Marquess</b>		<b>Date: 8/9/2024</b>
T1	Concerned about impacts to neighborhood character and the nearby community.	See master response MR-6.
T2	Concerned about traffic on W Indian Trail Rd.	See master response MR-4.
<b>Commenter U: Steve &amp; Linda Bloom</b>		<b>Date: 8/9/2024</b>
U1	Asserts that answers of "will be reviewed as projects are submitted for review and approval" on the application are inadequate.	<p>These types of answers point to the fact that the proposal is not for any specific construction project. The applicant has not submitted building permits, site plans, or any other development schematics. This proposal by the applicant is a necessary first step towards establishing what could be built on the properties. Only after this proposal is approved or denied can the applicant adequately design a project or projects suitable for requesting development permits. To that end, SEPA and the City's procedures for Comprehensive Plan Amendments allow the applicant to give such an answer when additional details necessary to answer the question more fully cannot yet be known.</p> <p>Additionally, the eventual SEPA determination and approval of a proposal like this does not exempt the future developer from</p>

#	Summary	Response
		<p>requirements that the environmental and policy implications of construction be analyzed in detail. Additional SEPA review will be required before any actual construction is approved. Additional determination of any construction's compliance with the Spokane Municipal Code will be required as well, once those details are known.</p> <p>The only action the City is considering at this point is a change in land use plan map designation and zoning. Additional permits will be required before any actual construction can occur. Nor is any actual construction required by this action--that is up to the property owner to decide if they wish to move forward.</p>
U2	Concerned about traffic on W Indian Trail Rd.	See master response MR-4.
U3	The "target population" of the new housing was not discussed.	There is no decision criteria or code requirement that the City approve a "target population" when considering a Comprehensive Plan Amendment of this nature. To understand what is allowed in the requested zoning, see SMC 17C.111 (Residential) and SMC 17C.120 (Commercial). Any future uses constructed on the site will be required to conform to the SMC requirements at that time.
U4	The City should consider the impacts to the school to the south, not just the church described in the application.	The analysis presented in the staff report considers the presence of the private school to the south, regardless of whether the applicant called the use "church" or "school." This is indicated by section IV.4 of the staff report, which notes the presence of the school.
U5	Buildings on the site could be taller than 55 feet, thus the City should reconsider the aesthetic impacts of the proposal.	The applicant has requested a zoning of either RMF or CB-55 on the site (save for the portions that will remain R1 as they are zoned now). The maximum height in RMF zones is currently 55 feet (SMC 17C.111.205). The maximum height in the CB zone is set by the number after the letters, so in this case the applicant has asked for zoning that would set a maximum height of 55 feet as well. Any future development in these two zones would have to conform to the maximum of 55 feet regardless. The City's consideration of aesthetic impacts is based upon a maximum height of 55'.
U6	A previous rezone on this property "failed" due to a condition on the land that it revert to the Sisters of the Good Shepard if ever converted from a use of "child treatment."	<p>The commenter is somewhat in error on the history of this site. The requirement recorded with the deed was to keep a specific portion of the site as open space. That requirement was rescinded in 2016 via a termination of reversion filed with the County and recorded with the property. The matter was decided in court between Excelsior Wellness and the original owners, as recorded by the County on April 26, 2016 (County document 6490905). Accordingly, no such restriction remains on the land.</p> <p>The City can find no record or evidence that any other restriction or covenant exists on this site, save for a covenant recorded for Excelsior's property under the requirements of their existing Conditional Use Permit from the City for the operation of their existing facility (County document 7186083). That matter is not related to the Comprehensive Plan amendment, nor would the currently recorded covenant prohibit the execution of the Comprehensive Plan amendment or the construction of</p>

#	Summary	Response
		uses on the site commensurate with the requested land use plan map and zoning designation.
<b>Commenter V: Aimee Thompson</b>		<b>Date: 8/9/2024</b>
V1	Concerned about traffic on W Indian Trail Rd.	See master response MR-4.
V2	Concerned about noise generated by additional development.	While the proposal does not provide approval for any actual construction, future construction on the site, if it were to occur, will be required to conform with the City's existing noise standards (see SMC 10.70).
V3	Concerned about impacts to neighborhood character and the nearby community.	See master response MR-6.
V4	Concerned about impacts to the natural area.	See master response MR-3.
<b>Commenter W: Mack &amp; Carole Cain</b>		<b>Date: 8/9/2024</b>
W1	Objects to Excelsior showing their plans being forced upon property of the Hillside Park Owners Association.	See master response MR-1.
W2	Concerned about traffic on W Indian Trail Rd.	See master response MR-4.
<b>Commenter X: Randy &amp; Karen Lewandowski</b>		<b>Date: 8/9/2024</b>
X1	Questions how project will handle stormwater runoff, wetlands, runoff, impacts to animals, and impervious surfaces.	<p>The applicant has not submitted building permits, site plans, or any other development schematics. This proposal by the applicant (a map change and rezone) is a necessary first step towards establishing what <i>could</i> be built on the properties. Only after this proposal is approved or denied can the applicant adequately design a project or projects suitable for requesting development permits. Accordingly, only some details as to the final construction on this site can be known.</p> <p>Under SEPA, actions such as map and policy changes to the Comprehensive Plan are considered “non-project actions,” for which certain specific details cannot yet be known because they have not been developed. This is true for this non-project action as well.</p> <p>If and when the applicant proposes actual construction on the parcels, then the specific stormwater, wetlands, runoff, animal, and aquifer impacts will be analyzed for their impact and measured against City standards for such features.</p> <p>Reviewers are asked to note that any future construction must conform to the City’s existing stormwater manual and standards. No part of the approval of a Comprehensive Plan amendment would prevent the City from enforcing the requirements of the Spokane Municipal Code, including protection of wetlands (<a href="#">see SMC 17E.070</a>) and the requirement for and design of stormwater facilities (<a href="#">see SMC 17D.060</a>)</p> <p>Furthermore, while the proposed Comprehensive Plan amendment is being considered for its environmental impact as a non-project action</p>

#	Summary	Response
		<p>under SEPA, any SEPA determination for this proposal concerns <u>only</u> this proposal. Future construction will be required to conduct more analysis for its specific environmental impacts at the time an application is made for construction or any ground disturbing activities.</p>
X2	<p>Questions how the City can determine there would be no impact to traffic when this level of development is proposed.</p>	<p>While no actual development has been proposed at this time, nor would any development be approved directly as a result of this proposed Comprehensive Plan Amendment, the City has determined that additional information is required to determine whether development allowed within the land use plan map designation and zoning proposed by the applicant would occur. Accordingly, the SEPA determination for this proposal includes a requirement that a site plan be submitted prior to the approval of any construction permits. Furthermore, staff has recommended that the City require a Development Agreement for this proposal that would outline and require certain details for future development, in order to allow the City to determine and mitigate any traffic impacts. See <b>Exhibit H</b> for the site plan requirement and the end of the Staff Report for details on the recommended Development Agreement.</p> <p>For additional information, see Master Response MR-4.</p>

**Hillside Park Owners Association**  
3227 W Excell Lane  
Spokane, WA 99208

**Board of Trustees**  
Bill Garry, President  
Ben Markham, Secretary  
Gary Jablonski, Treasurer  
Jim Davis, Vice-President  
LeAnna Chauvin, at large

March 1, 2024

Mr. Kevin Freibott, Senior Planner  
Planning and Economic Development  
Planning Services  
808 W. Spokane Falls Blvd.  
Spokane, Washington 99201-3329

RE: Application Z23-479COMP, Proposed Comprehensive Plan Amendment Possible Affecting Your Property at 3925 W OSAGE WAY in Spokane WA

Dear Mr. Freibott,

We have received your letter dated February 22, 2024, in which you notified us that a portion of our common property may be designated Conservation Open Space Land Use Plan Map and continue to have R1 zoning. Please refer to our Hillside Park Planned Unit Development Plat #4184339 which has a Dedication that says what the uses may and may not be for the common property owned by the Hillside Park Owners Association. No development may occur on our common area lands.

Under no circumstance will we allow any public use of our private lands, and it must not be included in any designation that might imply that we allow "open space land use". Without knowing what the City of Spokane and Excelsior are intending we must deny any changes or maps that associate our private common property with Excelsior's development plans. We do not want our property identified on any map as part of a "Project Area" or "Possible Expansion Area". Our private lands are clearly identified and dedicated already by the plat Dedication mentioned above through the action of the City Council and Executive Officers who signed it. On March 25, 2024, the City Council must remove our private common property from the proposed Plan Amendment referenced above.

We do not want to be involved in "many months of processing and public meetings". This letter is our final word on this subject. Please note that our legal name is Hillside Park Owners Association.

Sincerely,



Bill Garry, President

Sent by email to: [compplan@spokanecity.org](mailto:compplan@spokanecity.org)  
Also by USPS to: address above



**From:** [Freibott, Kevin](#)  
**To:** [WILLIAM GARRY](#); [Whitmarsh, Brandon](#)  
**Cc:** [gea123gea@yahoo.com](#); [megnscott@comcast.net](#); [mattbrannon42@msn.com](#); [jrdarth1@aol.com](#); [krbush5250@gmail.com](#); [mack.cain@gmail.com](#); [dclark8905@gmail.com](#); [misterlc@msn.com](#); [bjgarry3520@comcast.net](#); [hill.debpta@gmail.com](#); [baggy money2@yahoo.com](#); [jimdavis059@yahoo.com](#); [dkklein48@hotmail.com](#); [katele68@gmail.com](#); [kurtleonard@rocketmail.com](#); [lch67647397@163.com](#); [bmarkham3@aol.com](#); [rashmi.dolly123@gmail.com](#); [abottmar@hotmail.com](#); [thepeterfamily@yahoo.com](#); [lshauvin222@yahoo.com](#); [jcsmith1108@gmail.com](#); [theresastone7@gmail.com](#); [mitchtaylor@comcast.net](#)  
**Subject:** RE: Hillside Park Owners Association comments on Z23-479COMP  
**Date:** Tuesday, March 5, 2024 9:45:00 AM  
**Attachments:** image002.png  
image003.png  
image004.png

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Good morning, Mr. Garry. Thank you for getting back to us on this proposal. Please allow me to correct some ambiguity in our letter, as I think it will help assuage some of your concerns and those of the other members of the Hillside Park Owners Association.

- “Expansion area” does not imply that Excelsior or any other developer would expand into your property. It is your property and will stay that way. The term “expansion” refers to the *geographic* expansion of our potential map change. I can see how that term might be misleading—we will attempt to make that clearer in the future.
- “Conservation open space,” does not indicate a desire by the City or anyone else to use the land. Rather it’s the appropriate designation for locations that will remain generally undeveloped. No one, not the City, not Excelsior, seeks to use that land—think of it as this map designation as highlighting its value as undeveloped land. It certainly does not mean the same thing as “park” or “recreation facility” in this context.
- You won’t have to be involved in any of the discussions or processing if you don’t wish to be. As an adjacent landowner, and subject to legal noticing requirements, you will receive periodic notices on the process, such as when public meetings or hearings are held. However, there is zero burden on you to participate or provide any input on this. We will certainly provide you the opportunity, but we will never burden you or your members with any costs or take any more of your time than necessary. That said, I am more than happy to discuss this proposal with you at your convenience or to answer any questions your members may have.
- We will note your objection to the inclusion of your property, and your letter will travel with the application throughout the process so that the decisionmakers can see it. Thanks for writing us back, as that helps the Plan Commission and City Council understand your concerns and, where possible, to accommodate them.

Thank you again for your letter. I completely understand if you don’t wish to communicate further, but if you *do* have questions or would like to speak to me directly about this, I’m happy to make myself available at your convenience. My contact information is in my signature block below.

I hope you and yours have a great day!

Kevin





**Kevin Freibott, MA ORGL** | Senior Planner | City of Spokane - Planning and Economic Development  
509.625-6184 | <mailto:kfreibott@spokanecity.org> | [spokanecity.org](http://spokanecity.org) | [spokaneplanning.org](http://spokaneplanning.org)



**Please note that my work schedule is currently 6:30 AM – 5:30 PM, Monday through Thursday**

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Scott Tetz  
Kelsey Martell  
3925 W Osage Way  
Spokane WA, 99208  
[Scott.Tetz@gmail.com](mailto:Scott.Tetz@gmail.com)  
503.201.9362  
3/25/24

Kevin Freibott  
Spokane City Planning Department  
808 W Spokane Falls Blvd  
Spokane, WA 99201

Dear Mr. Freibott,

We are writing to express our concerns regarding Z23-479COMP, particularly its potential impact on property taxes that may be influenced by rezoning of a portion of our property off Osage Way, adjacent to Excelsior Youth Center.

We have no plans to sell or redevelop any portion of our land and plan to spend the remainder of our lives here.

We are concerned about the potential increase in property taxes resulting from the proposed zoning changes. Our intention to reside in this house for the remainder of our lives underscores the significance of this issue. We urge the Spokane City Planning Department to carefully consider the financial implications for long-term residents like us when evaluating the proposed zoning adjustments, and request any details about this impact be shared with us.

Furthermore, we value the surrounding green space and advocate for its preservation. In light of the proposed changes, we respectfully request that the City of Spokane and Excelsior Youth Center collaborate to designate a 50-foot protected green strip along the shared boundary. Such a green buffer would not only preserve habitat but also provide an opportunity for the community to enjoy nature through the establishment of a walking trail.

We believe that incorporating this green space into development plans would not only enhance the ecological integrity of the area but also contribute to the overall well-being of the community. By prioritizing the preservation of green space, we can ensure that future generations can enjoy the natural beauty of the Indian Trail neighborhood.

We acknowledge the benefit of increasing livable spaces as outlined in your plan, as well as the stated objective of improving the walkability of our neighborhood. We feel that our request honors these interests.

Thank you for considering our concerns. We look forward to your response and to working together to create a sustainable and vibrant future for our community.

Sincerely,

Scott Tetz & Kelsey Martell

**From:** [kjonesrt@aol.com](mailto:kjonesrt@aol.com)  
**To:** [Planning & Development Services Comp Plan](#)  
**Subject:** Indian Trail change of zoning  
**Date:** Wednesday, June 12, 2024 3:27:02 PM

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**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

**Application Number:** Z23-479COMP

I oppose the change of planning for Indian Trail development, I live in the impact area and feel this will destroy the natural habitat of deer, fox, owl, hawks, moose and multiple other species. It is a beautiful natural area in an already overcrowded neighborhood with significant traffic problems.

Kelly Jones

Whitmarsh, Brandon

**From:** M BRANNON <mattbrannon42@msn.com>  
**Sent:** Saturday, June 15, 2024 8:31 PM  
**To:** Planning & Development Services Comp Plan  
**Subject:** Indian Trail Sewerage Project

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Regarding this, there will be no way in hell you get to take our property. You are already screwing our lives by rezoning the excelsior land for high density apartments for the sake of your fucking greed. No Way man.



Legal action will be forthcoming.

[Indian Trail Comprehensive Plan Amendment - City of Spokane, Washington \(spokanecity.org\)](http://spokanecity.org)

Thanks.

Matt Brannon

**Whitmarsh, Brandon**

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**From:** Rashmi Mishra <rashmi.dolly123@gmail.com>  
**Sent:** Friday, June 21, 2024 6:54 AM  
**To:** Planning & Development Services Comp Plan  
**Subject:** Comments for Application Number: Z23-479COMP

**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

Hello,

I am writing in regards to the application as below:

**Application Number: Z23-479COMP**

**Address:**

Applicant Proposal: 3754, 3910, and 4110 W. Indian Trail Rd.;

City-Sponsored Proposal: 3925 & 4041 W. Osage Way and an unaddressed property.

I am a resident of Hillside Park and a member of the Hillside Park Owners Association.

We, as a group, and me personally, do not wish any of our association's private land to be included in the Indian Trail Comprehensive Plan (which is currently included for some reason).

The association's private land is solely for the use & enjoyment of the residents of Hillside Park and is not open for public use. It is private property.

Further, our association's private lands have already been designated in the Plat Dedication for Hillside park as a conservation area that may not be developed. Accordingly, there is no need for any amendments to be made to the status of our association land, as it is already a conservation area.

Please take appropriate measures and remove our private lands from this "Comprehensive Development Plan".

Thank you,

Rashmi Mishra  
3523 W Excell Lane  
Spokane, WA 99208

July 7, 2024

Planning Services Department  
Attn: Kevin Freibot, Senior Planner  
808 W. Spokane Falls Boulevard  
Spokane, WA 99201-3333



RE: Z23-479COMP, Indian Trail Proposal

Dear Mr. Freibot,

We are in receipt of your letter dated June 10, 2024 regarding the above Comprehensive Plan Land Use Map Amendment Proposal submitted by Excelsior. We live at 3511 W. Excel Lane, and are submitting our comments regarding this proposed Land Use Amendment.

First, Hillside Park Homeowners' Association owns the property contained in Assessor's Parcel Number 26261.3401 (8.42 acres). These community private lands were established as a conservation area for non-development in perpetuity, and are not open for public use. They should not be included in this proposal.

Second, the area where Excelsior is considering a Moderate Residential area will be squeezed between our property and the Catholic church and school. There is only one way for ingress and egress from this area. We believe that this is a danger to everyone in this area in the event of a fire or other emergency that requires swift evacuation and for emergency vehicles to reach the area.

Third, the traffic on Indian Trail is already very heavy. On the east side of Indian Trail there are five roads or driveways entering Indian Trail, all within about two blocks: Woodside, an entrance and an exit from the Catholic church and school, and an entrance and exit from Excelsior. We believe that granting this proposal for moderate residential use will greatly increase the traffic on Indian Trail and cause further traffic congestion and accidents, especially in the area where all of the driveways spill onto Indian Trail. Trying to get out of a side street onto Indian Trail is already difficult. The addition of more vehicles from the moderate residential area will only make this more difficult.

Finally, it has come to our attention that the residential area will possibly be used for "wellness housing" for mental health patients and recovering drug addicts. We have a concern about this being right next to an elementary school.

Thank you for considering our concerns. We are hoping that this land Use Amendment will not be approved.

Sincerely,

Michael and Kimberly Bush  
3511 W. Excell Lane  
Spokane, WA 99208

Two handwritten signatures in blue ink. The top signature is "Kimberly R. Bush" and the bottom signature is "Michael Bush".

**From:** [Tara Smith](#)  
**To:** [Planning & Development Services Comp Plan](#)  
**Cc:** [John Smith](#)  
**Subject:** comp plan Z23-479COMP  
**Date:** Tuesday, July 16, 2024 11:09:43 AM

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**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

We are residents of the Hillside Park PUD, the proposed Indian Trail Comprehensive Plan Amendment Z23-479COMP seeks to change our private property to Conservation Open Space. The original plat has already designated this property as a conservation area for non-development in perpetuity. We oppose this change in designation and request the private property of the HOA, not be considered in this proposal.

The plan amendment to change the zoning from R1 to RMF will increase the number of people that will trespass on our property. The city has adjacent property that will be affected by the increase also. With the water tower being the city asset that will be affected. It already is a target of graffiti and the close proximity of additional 30-40 residences per acre on the plan guarantees an increase in problems.

We have dealt with trespassing from the Excelsior facility since moving into Hillside Park. This plan will increase the potential of trespassing on our lands, both the HOA and the City of Spokane.

Sincerely,

Tara A Smith

John C Smith

3412 W Excell Ln

Spokane Wa 99208

509-230-3267

Sent from [Mail](#) for Windows



**From:** [Jim Davis](#)  
**To:** [Planning & Development Services Comp Plan](#)  
**Subject:** Hillside Park Board of Trustees Response to Proposed Indian Trail Comprehensive Plan Amendment- Z23-479COMP - Public Comment Period  
**Date:** Friday, July 19, 2024 11:56:47 AM

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**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

*We the undersigned are the Board of Trustees of the Hillside Park Owner's Association, a Planned Unit Development on W. Excell Ln that is north of and shares a boundary with the proposed project area and the property owned by Excelsior Wellness located on W. Indian Trail Road. The proposed plan amendment designates a portion of our Association Common Lands as part of the "Conservation Open Space" as shown on Exhibit B, Proposed Land Use Map Changes. Per the Plat Dedication (**Recording # 4184339, filed for record on February 3, 1998**), all of our community private lands (**Assessor's # 26261.3401 of 8.42 acres**) are already established as a conservation area for non-development in perpetuity. These terms are a "covenant that shall run with the land" as called out in that Plat Dedication. Our association common lands are private and are solely for the use and enjoyment of the residents of Hillside Park and are not open for public use. There is no need for this portion of our common lands to be re-designated as shown on Exhibit B, Proposed Land Use Map Changes, as these lands already hold that designation. Inclusion of our lands in the proposed plan implies that they are open for public use which they are not. They are private property.*

*Accordingly, we do not want any of our association land to be included in the proposed Indian Trail Comprehensive Plan Amendment Z23-479COMP.*

*Additionally, we have attached a photo of an Encroachment that we have discovered on our land. It is a large log suspended from two 4X6 steel beams, the tops of which are about 5 feet above the ground. We have also attached a photo looking North toward the farthest South point of our Association land by Excelsior's parking lot. That point is actually two surveyed corners set 2.50 feet apart. If you refer to City of Spokane satellite imagery of this area from 2018 and 2020 it is plain that Excelsior removed those two corner monuments, one of which was **The True Point of Beginning** of our original Plat survey. The monuments were removed sometime in that 2 year period when they expanded their roadway and parking lot. The Southern boundary of Hillside Park Association land is very close to two ground-proofed stakes (marked with yellow tape) that we have put in the ground, it is evident from the photo that the two monuments were removed during the expansion when the hillside was cut back. The log and steel beam structure is clearly on our Association land. If you refer to the satellite images the log appears as a faint line. The fence to the right of the log structure in the photos is the fence enclosing Excelsior's garden area that dates from the Good Shepard Home era.*

*We have no idea when the log structure was built, possibly prior to the 1997 survey that established our PUD. But the Good Shepard Home owner, the TFH Corporation, and the City of Spokane officials that signed the Plat Dedication did not identify it as an encroachment at that time. However, now that Excelsior is seeking to expand the land use density of their property we foresee a much higher level of trespass on our land. The log structure is an attractive nuisance and we see no reason for it to*

*remain on our land. We would not allow it under the terms of our Plat nor do we think the City should allow it. We would like to have this structure removed in its entirety as part of the Comprehensive Plan Review.*

*Finally, the City should require the re-establishment of the missing corner monuments as it is a gross misdemeanor to remove them. (RCW 58.04.015)*

*Should you wish to visit the area we would be happy point out the boundaries we have established with information from the original surveyor, Daniel Clark of Adams & Clark in Spokane. If you have any questions please direct them to Bill Garry at 907-854-2207 or Jim Davis at 520-822-4592.*

*Respectfully,*

*William Garry - President  
Jim Davis - Vice President  
Gary Jablonski - Treasurer  
Ben Markham - Secretary  
LeAnna Chauvin - Member at Large*

**Jim Davis**  
**(520) 822-4592**

**From:** [Jim Davis](#)  
**To:** [Freibott, Kevin](#); [Klitzke, Kitty](#)  
**Cc:** [Bill Garry](#); [Whitmarsh, Brandon](#)  
**Subject:** Re: Hillside Park Board of Trustees Response to Proposed Indian Trail Comprehensive Plan Amendment- Z23-479COMP - Public Comment Period  
**Date:** Monday, July 22, 2024 4:33:54 PM  
**Attachments:** Hillside Park Plat Dedication.pdf  
Page one of plat dedication.pdf  
Page two of plat dedication.pdf  
ccr\_bylaws 06-10-2024\_15-16-09-416.pdf  
image002.png  
image004.png  
image003.png

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**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

Kevin, that is good news and yes, I am happy to send you both our CC&Rs and scans of our original Plat Dedication. The Plat Dedication is the document that contains the language protecting Hillside Park common land from development. All are attached below at the very bottom.

Ms Klitzke, I am sending this to you as well to enlist your support in having our common lands excluded from the Indian Trail Comp. Plan Amendment.

There are three scans of the Plat Dedication, one was done on a large flatbed scanner but you can expand it so the verbiage in the Dedication is legible. If not I have also included two other scans of the Dedication (Page 1 & 2) that are larger and easier to read, but not as pretty and there is some overlap. (The full size plat didn't fit well into my home scanner)

For the language protecting our common areas from development please refer to Paragraphs 4, 5 and the final paragraph of the Plat Dedication. (Note: Paragraph 3 is a single sentence.)

I hope this helps, if you need anything further or have any questions, please don't hesitate to call me at 520-822-4592 or Bill Garry on 907-854-2207.

Best Regards

Jim Davis - VP- Hillside Park Owners Association Board of Trustees

**Jim Davis**  
**(520) 822-4592**

On Monday, July 22, 2024 at 02:04:17 PM MST, Freibott, Kevin <kfreibott@spokanecity.org> wrote:

Hi, Jim. I think I've got enough from your email and a little research into the files to recommend to Plan Commission that your property be excluded from the Comp Plan Amendment. I don't have the ability to do that myself (I don't make any decisions in this process) but I can advocate for it. On a side note, one piece I don't have is your CC&Rs. I can see those are recorded with the County but the County's portal doesn't seem able to share them with me. Do your Covenants include anything protecting that area from development? If so, would you be willing to share a copy with me?

Thanks again and have a great day!

Kevin



**Kevin Freibott, MA ORGL** | Senior Planner | City of Spokane - Planning and Economic Development

509.625-6184 | <mailto:kfreibott@spokanecity.org> | [spokanecity.org](http://spokanecity.org) | [spokaneplanning.org](http://spokaneplanning.org)



**Please note that my work schedule is currently 6:30 AM – 5:30 PM, Monday through Thursday**

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**From:** Jim Davis <jimdavis059@yahoo.com>  
**Sent:** Monday, July 22, 2024 10:33 AM  
**To:** Freibott, Kevin <kfreibott@spokanecity.org>  
**Cc:** Bill Garry <bjgarry3520@comcast.net>; Whitmarsh, Brandon <bwhitmarsh@spokanecity.org>  
**Subject:** Re: Hillside Park Board of Trustees Response to Proposed Indian Trail Comprehensive Plan Amendment- Z23-479COMP - Public Comment Period

**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

Kevin,

Good morning and thanks for confirmation. Appreciate it. And thanks for the info regarding the Plan Commission meeting this Wednesday. Appreciate the clarification on email addresses, didn't mean to clog up your inbox unnecessarily.

Regards

Jim

**Jim Davis**

**(520) 822-4592**

On Monday, July 22, 2024 at 08:28:02 AM MST, Freibott, Kevin <[kfreibott@spokanecity.org](mailto:kfreibott@spokanecity.org)> wrote:

Good morning, Jim. Thanks for providing this information. It's very helpful. I will add this message to the official record and will be sure that the Plan Commission and City Council receive a copy prior to any hearings on the topic. Also, regarding the encroachment and the missing stakes, I will forward you email on to our Code Enforcement department as they are best equipped to handle matters like this—my connection to this proposal is solely regarding the Comp Plan Amendment. I do not have any enforcement or violation-related authority in these cases, hopefully Code Enforcement can help you out.

You can find out more information about the Code Enforcement department and their duties at their website here: <https://my.spokanecity.org/codeenforcement/>

Lastly, please note that Plan Commission is scheduled to hold a workshop on the proposed Comprehensive Plan Amendment this Wednesday. Their meeting starts at 2:00 PM but the workshop is not the first thing on the agenda.

You are more than welcome to attend in person or watch online. The details can be found on the agenda packet here: <https://static.spokanecity.org/documents/bcc/commissions/plan-commission/agendas/2024/07/plan-agenda-2024-07-24.pdf>

Please note that times on the agenda are approximate—there's no guarantee the workshop will start right at 2:20—it may start earlier or later than that. Please also note that per Plan Commission rules, no public testimony is taken at workshops. There will be opportunity to speak directly to the Plan Commission during the eventual hearing, expected in September. Everyone who comments on the proposal will receive an email from me when that hearing is scheduled. Everyone whose property is within 400 feet of the proposal, which includes the Hillside Park Owners Association, will also receive a mailed notice when the hearing is scheduled.

I hope that information is helpful. Please feel free to contact me again if you have further comment, questions, or concerns. Also, please note that [compplan@spokanecity.org](mailto:compplan@spokanecity.org) comes directly to me—don't

feel obligated to send both to me and to that address.

Thanks again and have a great day!

Kevin



**Kevin Freibott, MA ORGL** | Senior Planner | City of Spokane - Planning and Economic Development

509.625-6184 | <mailto:kfreibott@spokanecity.org> | [spokanecity.org](http://spokanecity.org) | [spokaneplanning.org](http://spokaneplanning.org)



**Please note that my work schedule is currently 6:30 AM – 5:30 PM, Monday through Thursday**

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**From:** Jim Davis <[jimdavis059@yahoo.com](mailto:jimdavis059@yahoo.com)>

**Sent:** Friday, July 19, 2024 4:40 PM

**To:** Freibott, Kevin <[kfreibott@spokanecity.org](mailto:kfreibott@spokanecity.org)>; Whitmarsh, Brandon <[bwhitmarsh@spokanecity.org](mailto:bwhitmarsh@spokanecity.org)>

**Cc:** Bill Garry <[bjgarry3520@comcast.net](mailto:bjgarry3520@comcast.net)>

**Subject:** Fw: Hillside Park Board of Trustees Response to Proposed Indian Trail Comprehensive Plan Amendment- Z23-479COMP - Public Comment Period

**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

Good afternoon Kevin and Brandon,

I am the Vice President of the Hillside Park Owners Association Board of Trustees. On behalf of the Board I left the comment attached below on the Request for Comment link on [compplan@spokanecity.org](mailto:compplan@spokanecity.org). I am forwarding it to you gentlemen as well, as we wish to make certain you are aware of our position regarding the subject Plan Amendment. If either of you have any questions regarding this matter please direct them to Bill Garry on 907-854-2207 or to me at the number below.

Best regards

**Jim Davis**

**(520) 822-4592**

----- Forwarded Message -----

**From:** Jim Davis <[jimdavis059@yahoo.com](mailto:jimdavis059@yahoo.com)>

**To:** [compplan@spokanecity.org](mailto:compplan@spokanecity.org) <[compplan@spokanecity.org](mailto:compplan@spokanecity.org)>

**Sent:** Friday, July 19, 2024 at 11:52:58 AM MST

**Subject:** Hillside Park Board of Trustees Response to Proposed Indian Trail Comprehensive Plan Amendment- Z23-479COMP - Public Comment Period

*We the undersigned are the Board of Trustees of the Hillside Park Owner's Association, a Planned Unit Development on W. Excell Ln that is north of and shares a boundary with the proposed project area and the property owned by Excelsior Wellness located on W. Indian Trail Road. The proposed plan amendment designates a portion of our Association Common Lands as part of the "Conservation Open Space" as shown on Exhibit B, Proposed Land Use Map Changes. Per the Plat Dedication (**Recording # 4184339, filed for record on February 3, 1998**), all of our community private lands (**Assessor's # 26261.3401 of 8.42 acres**) are already established as a conservation area for non-development in perpetuity. These terms are a "covenant that shall run with the land" as called out in that Plat Dedication. Our association common lands are private and are solely for the use and enjoyment of the residents of Hillside Park and are not open for public use. There is no need for this portion of our common lands to be re-designated as shown on Exhibit B, Proposed Land Use Map Changes, as these lands already hold that designation. Inclusion of our lands in the proposed plan implies that they are open for public use which they are not. They are private property.*

*Accordingly, we do not want any of our association land to be included in the proposed Indian Trail Comprehensive Plan Amendment Z23-479COMP.*

*Additionally, we have attached a photo of an Encroachment that we have discovered on our land. It is a large log suspended from two 4X6 steel beams, the tops of which are about 5 feet above the ground. We have also attached a photo looking North toward the farthest South point of our Association land by Excelsior's parking lot. That point is actually two surveyed corners set 2.50 feet apart. If you refer to City of Spokane satellite imagery of this area from 2018 and 2020 it is plain that Excelsior*

removed those two corner monuments, one of which was **The True Point of Beginning** of our original Plat survey. The monuments were removed sometime in that 2 year period when they expanded their roadway and parking lot. The Southern boundary of Hillside Park Association land is very close to two ground-proofed stakes (marked with yellow tape) that we have put in the ground, it is evident from the photo that the two monuments were removed during the expansion when the hillside was cut back. The log and steel beam structure is clearly on our Association land. If you refer to the satellite images the log appears as a faint line. The fence to the right of the log structure in the photos is the fence enclosing Excelsior's garden area that dates from the Good Shepard Home era.

We have no idea when the log structure was built, possibly prior to the 1997 survey that established our PUD. But the Good Shepard Home owner, the TFH Corporation, and the City of Spokane officials that signed the Plat Dedication did not identify it as an encroachment at that time. However, now that Excelsior is seeking to expand the land use density of their property we foresee a much higher level of trespass on our land. The log structure is an attractive nuisance and we see no reason for it to remain on our land. We would not allow it under the terms of our Plat nor do we think the City should allow it. We would like to have this structure removed in its entirety as part of the Comprehensive Plan Review.

Finally, the City should require the re-establishment of the missing corner monuments as it is a gross misdemeanor to remove them. (RCW 58.04.015)

Should you wish to visit the area we would be happy point out the boundaries we have established with information from the original surveyor, Daniel Clark of Adams & Clark in Spokane. If you have any questions please direct them to Bill Garry at 907-854-2207 or Jim Davis at 520-822-4592.

Respectfully,

William Garry - President  
Jim Davis - Vice President  
Gary Jablonski - Treasurer  
Ben Markham - Secretary  
LeAnna Chauvin - Member at Large



**Jim Davis**

**(520) 822-4592**

**From:** [Michele Mcclafin](#)  
**To:** [Planning & Development Services Comp Plan](#)  
**Subject:** Indian Trail Comprehensive Plan Amendment  
**Date:** Tuesday, July 23, 2024 7:17:40 PM  
**Importance:** High

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**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

I am a long time (24 year) homeowner in *the Hillside Park Owner's Association, a Planned Unit Development on W. Excell Ln that is north of and shares a boundary with the proposed project area and the property owned by Excelsior Wellness located on W. Indian Trail Road.*

I believe that the Excelsior School and their personal representatives have not been fully transparent with their development plans when they presented this information to our Homeowner's Association meetings. It now appears that they intend to build many high density apartments below us. The only people who really are truly responsible property owners (i.e. - toward their housing and surroundings) are people who actually OWN their home and/or property. The density that is being proposed could be up to 4 story apartment buildings ... approximately 45-50 feet tall. Then, if we have close to a thousand apartments built below us there will be: probably 2 to 3 people per apartment ... per average statistics on the Internet. We are then assuming 2k to 3k people. Over time, apartments are not taken good care of and eventually over the years become run-down. According to statistics - the average length of time someone stays in a specific apartment is a year to 15 months ...but occasionally up to 3 years. Multiply this number of people with the problems of traffic on Indian Trail (in addition to the other issues) ... it is unreasonable to go forward with this project at this time. As it is now, when we leave our home and get to Woodside Avenue and then try to cross Indian Trail to get to our grocery store (Yokes) we may sit at that corner for sometimes 5 to 7 minutes just waiting to get across the road. Of course, it all depends on timing but it has gotten to the point where it is actually dangerous trying to cross Indian Trail. Supposedly, the new development plans must demonstrate ingress and egress to and from adjacent streets with adequate, and safe arrangements for motorists and pedestrians. It isn't safe today! I've heard no mention of signal lights being installed at Woodside and Indian Trail. For Spokane I see that there should be pedestrian crossing every 80 to 100 meters (approximately 260 to 325 feet). I didn't see this mentioned in the plans either.

Add to that - our Hillside Park HOA has had issues for the past 20+ years with resident teens leaving the Excelsior facility and coming into our neighborhood at all hours of the night. They have set fires, been found smoking dope, drinking alcohol, and set up small camps on our undeveloped property just behind our homes. Many times over the years our senior HOA officers have had to confront the teens and tell them they cannot set fires or set up camps on our HOA

property. We've had neighbors (some single women) who've had some peeping through their windows and into their homes...frightening them. As our CC&Rs have not permitted us to put up our own fences it has been an issue having Excelsior resident teens roaming through our backyards and our property. When Excelsior was called about this over the years we were told that their facility is not a prison and they cannot hold any teens if they do not want to stay. It isn't just an issue for only our HOA. I was in attendance at another meeting a few years ago where many of the neighbors up and down the Indian Trail area were also complaining about the late night wanderings of the Excelsior patients/students/clients.

I can see how this proposal from Excelsior looks wonderful on paper, adds more tax revenue to the city, and sounds so helpful to the community but it is also very detrimental to the surrounding families who have purchased homes in a R1 ZONE RESIDENTIAL area. I'd like to ask you this question: "If you specifically purchased a home in a residential neighborhood with single family homes - how would YOU feel if you were now looking from your bedroom windows to maybe just 200 feet away into the windows of a 3 or 4 story apartment building?"

Please reconsider the Indian Trail Comprehensive Plan. Downsize the Indian Trail Comprehensive Plan, make provisions for a signal light at Woodside and Indian Trail, consider REQUIRING full fencing behind any family housing units and our Hillside Park HOA (\*IF\* this plan is to go forward). Personally, I'd prefer it not happen at all based on my previous 24 years of interaction with Excelsior. A PORTION OF THE FOLLOWING INFORMATION WAS TAKEN FROM OUR HOA BOARD MEMBERS LETTER:

*The proposed plan amendment designates a portion of our Association Common Lands as part of the "Conservation Open Space" as shown on Exhibit B, Proposed Land Use Map Changes. Per the Plat Dedication (**Recording # 4184339, filed for record on February 3, 1998**), all of our community private lands (**Assessor's # 26261.3401 of 8.42 acres**) are already established as a conservation area for non-development in perpetuity. These terms are a "covenant that shall run with the land" as called out in that Plat Dedication. Our association common lands are private and are solely for the use and enjoyment of the residents of Hillside Park and are not open for public use. There is no need for this portion of our common lands to be re-designated as shown on Exhibit B, Proposed Land Use Map Changes, as these lands already hold that designation. Inclusion of our lands in the proposed plan implies that they are open for public use which they are **not**. They are **private property**.*

*Accordingly, we do not want any of our association land to be included in the proposed Indian Trail Comprehensive Plan Amendment Z23-479COMP.*

*Also, there is an Encroachment that we have discovered on our land. It is a large log suspended from two 4X6 steel beams, the tops of which are about 5 feet above the ground. Our HOA Board Members have detailed this information in a letter sent to your offices with photos and details on this specific issue. Apparently our boundary stakes were removed sometime when Excelsior expanded their roadway and parking lot. The Southern boundary of Hillside Park Association land is very close to two ground-proofed stakes (marked with yellow tape) that was in the ground, it is evident*

*that the two monuments were removed during the expansion when the hillside was cut back. The log and steel beam structure is clearly on our Association land. The fence to the right of the log structure is the fence enclosing Excelsior's garden area that dates from the Good Shepard Home era. The log structure should not remain on our land. We would not allow it under the terms of our Plat nor do we think the City should allow it. We would like to have this structure removed in its entirety as part of the Comprehensive Plan Review. Finally, the City should require the re-establishment of the missing corner monuments as it is a gross misdemeanor to remove them. (RCW 58.04.015)*

Kindest regards,  
Michele McClafin  
3503 W Excell Ln  
Spokane, WA 99208  
[mitchtaylor@comcast.net](mailto:mitchtaylor@comcast.net)  
509-990-9915

---

**From:** Swiss Mom <pat.mcgroyne15@gmail.com>

**Sent:** Sunday, July 28, 2024 2:08 PM

**To:** Zappone, Zack <zzappone@spokanecity.org>; Klitzke, Kitty <kklitzke@spokanecity.org>

**Cc:** CGangof4@gmail.com

**Subject:** SEPA application from Excelsior on Indian Trail

**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

Hello.

The attached document states that Excelsior is proposing building 314 units of housing in "vertical mixed-use structures", 55 ' tall. That translates to 5- story buildings. I can't find documentation for how many 5 -story buildings they want or where they would be placed.

As our City Council representatives for District 3, I implore you to read this application carefully and consider the consequences for the Indian Trail **neighborhood** that you represent. The congested traffic situation is already a huge concern in just getting to work, school, walking in the area, etc. And it would truly be a nightmare if an evacuation of the area was necessary (ex catastrophic fire).

The issue of noise pollution from all the increased traffic is totally dismissed in said report. I wonder if the people proposing this would feel the same if they lived nearby. An increase of a minimum of 314 vehicles?? This is unacceptable.

I look forward to your reply.

Thanks,  
Mary Marsh

**From:** [Steve Ellis](#)  
**To:** [Freibott, Kevin](#)  
**Subject:** Re: INDIAN TRAIL PROJECT  
**Date:** Thursday, August 1, 2024 7:47:14 AM

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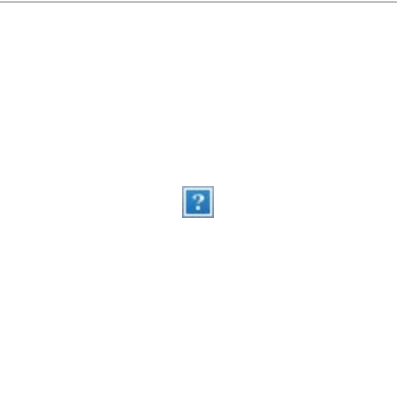
[CAUTION - EXTERNAL EMAIL - Verify Sender]

The biggest concern I have and a lot of the neighbors feel the same way. Is to protect our properties from random people walking through them to get to the city land behind us. The plan should have the entire backside of Excelsiors property complete fence of to our properties. I think this would be a great neighborly thing to do and to put a lot of us at ease. I would think they would feel the same way we do, if they owned our properties and had a major change like this. I would really like to talk with you for a few minutes as well Kevin. My personal number is 220-8600



Thank you very much

Steve Ellis

Regional Sales Manager - Spokane  
(509) 328-3824 Ext 1101



2525 N Monroe  
Spokane, WA 99205

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[www.FredsAppliances.com](http://www.FredsAppliances.com)

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**From:** Freibott, Kevin <kfreibott@spokanecity.org>  
**Sent:** Wednesday, July 31, 2024 5:50 PM  
**To:** Steve Ellis <SEllis@fredsappliances.com>  
**Subject:** Re: INDIAN TRAIL PROJECT

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. (C:4873824167)

Hello, Steve. Please share any concerns or questions you have with me. Any comments I receive are automatically made part of the public record and will be shared with both the Plan Commission and City Council prior to any hearings. Thanks and have a great day!

Kevin

Sent from my iPhone

On Jul 31, 2024, at 5:24 PM, Steve Ellis <SEllis@fredsappliances.com> wrote:

**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

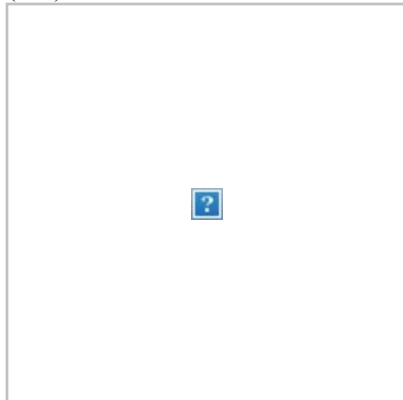
Good afternoon, Kevin

My name is Steve Ellis and I have one of the homes on Osage Way. I'm trying to find where I can voice some concerns and some ideas to put us neighbors at ease. If you could send me a link, I sure would appreciate it.

Thanks,  
Steve

*Steve Ellis*

Regional Sales Manager - Spokane  
(509) 328-3824 Ext 1101



2525 N Monroe  
Spokane, WA 99205

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4102 W Osage  
Spokane 99208

Dear Mr Freibott,

I am writing in regards to  
ExcelSior's proposal to amend the  
Land Use designation in the Indian  
Trail neighborhood.

I implore you to consider the consequences  
of building 314 units of housing  
in "vertical mixed-use structures";  
55 feet tall. That translates to 5  
story buildings. How many? Where?

The congested traffic situation is  
already a huge concern in just getting  
to work, to school, and even to  
just walk in our neighborhood.

And it would truly be a nightmare  
if an evacuation of the area was  
necessary (ex a catastrophic fire).

The issue of noise pollution is totally dismissed in the SEPA application. I wonder if the people proposing this would feel the same way if they lived nearby. An increase of a minimum of 314 vehicles?

This is unacceptable.

Please deny this application,  
Our neighborhood can't handle  
this unrestricted growth.

Sincerely,  
Marsh

**From:** [Stacie Ellis](#)  
**To:** [Planning & Development Services Comp Plan](#)  
**Subject:** FileNo. Z23-479COMP, Indian Trail  
**Date:** Tuesday, August 6, 2024 9:17:47 AM  
**Attachments:** sm\_fb\_f4d78dc8-634a-49b3-9980-0c3824cb49eb.png  
sm\_in\_ee60b6f7-be2b-4e0a-b6d4-f42aaffbc70d.png  
instagram\_32x32\_e28eab26-ab2a-4406-be66-9b57f7d7a5f4.png  
crosswalk-rendering\_f9dbef7-7562-48c0-aaaa-c62ae91cefec.png  
**Importance:** Low

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hello!

I just wanted to submit a comment about the Indian Trail proposal and that I have concerns about increased traffic on Indian Trail with housing additions.

Currently there is congestion at Indian Trail and Woodside, Indian Trail and Kathleen as well as difficulty for those getting in and out of Assumption school/church. I am hoping that there will be considerations made for the flow of traffic on Indian Trail with continued growth in this neighborhood.

Best regards,  
Stacie



**Stacie Ellis**  
Executive Assistant

Volunteers of America Eastern WA and Northern ID  
pronouns: She/Her/Hers  
telephone: 509-624-2378  
email: [sellis@voaspokane.org](mailto:sellis@voaspokane.org)  
525 W 2nd Ave, Spokane, WA, 99201, USA



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Planning Services Department  
 Attn: Kevin Freibott, Senior Planner  
 808 West Spokane Falls Boulevard  
 Spokane, WA 99201-3333  
 compplan@spokanecity.org

This document addresses the zoning change proposal File Z23-479COMP on N Indian Trail.

Firstly, we take issue with the manner in which the public was informed of the proposed Land Use Map Change. Notice of the project and zoning proposal were not very transparent to the public. We saw few articles in Spokane's more read papers about the expansion of Excelsior. In addition, signs for the accompanying zone change were posted parallel to traffic along Indian Trail where cars are traveling at 30mph. Homes within 400 feet of the property under proposal were notified by mail, but numerous homes beyond the required 400 feet are also affected and deserve notification as well, including homes using Indian Trail for travel daily. We are one of those homes and take great exception to the proposal.

Composing a response to a planning proposal requires considerable research and hours of time in combing documents associated with the project. Although citizens are expected to invest in such time and energy, most do not understand the city's planning and building process or even know what documents to read and where to find them on the city's website. It would be advantageous to have the city provide a synopsis of the planning process, what documents to review, and where those documents reside on-line with the city. We are concerned that most people affected by this project proposal are unaware of what is really happening.

We would like to put forward our reservations regarding this proposal:

**Indian Trail Road is already experiencing too much traffic, primarily at peak times. It's especially difficult to turn against oncoming traffic onto Indian Trail.**

Development of a number of communities to the north have flooded Indian Trail with vehicles. The Please property off Barnes and Strong Road allowed for over 100 (approximate) additional homes and vehicles. The property across from Safeway to the east and to the north allowed for over 500 (approximate) homes and associated vehicles. Development above Shawnee Dr. include another multitude of homes and associated vehicles... and the development continues. The traffic report submitted by Sunburst is misleading in that it compares the traffic effect of Excelsior's potential development to the development of 214 single family detached houses in the same area. The second scenario has not been proposed and is pure speculation as to the eventual use of this land. What is apparent from the report is that the Excelsior potential development would indeed add 1,657 ADT's daily to the W. Indian Trail Road. It is hard to believe that the existing road system can accommodate another these additional trips.

**The proposal is planned in an already established community, the boundaries are directly adjacent to some homes' backyards, and even requires infringements on privately owned properties.**

The development of the tract of land proposed by Excelsior backs directly on the backyards of homes on W Arrowhead Ct., W Osage Way, and the west side of W Excell Lane. The present proposal also asks that 3.01 acres, combined from 3925 W. Osage, 4041 W. Osage, and parcel 26261.3401, be added to the project area. These homeowners cannot help but be disappointed by the infringement onto their properties and the changes to their own backyard. In contrast, just a mile down Indian Trail Road, property that once housed the old city dump, provides plenty of undeveloped land without already established homes and neighborhoods.

This area (and others like it) have already been “trummeled” in its history, providing a cleaner palette for building and infrastructure.

**The proposal would indelibly change the already established character of the community affected by the proposal.**

Most homeowners in the Indian Trail area built or bought their homes for the “natural” values the neighborhoods have retained through the years. These values include a relative quiet, forested, and spacious area with large lots and abundant wildlife. Some areas have unobstructed views of Spokane or the valley; some areas are on wildlife corridors allowing visits by deer, turkey, quail, coyote, raccoon, opossum, golden marmot, eagles, red-tailed hawk, other raptors, woodpeckers, hummingbirds, numerous songbirds, and other species. The spacious positioning of lots and associated forest and brush provide natural corridors for these animals to pass through into wilder environs that act as more permanent homes. The interlocking of wildlife corridors allow for movement and the continued presence of these animals. This same corridor allows recreation for homeowners in the form of dog walking, running, walking, birding, wildlife viewing, and “communing” with nature.

The present proposal for develop would obliterate the existing wildlife and recreation corridor; the project does not address measures to preserve or enhance either wildlife or recreational uses for the existing neighborhoods. To the contrary, the proposal as suggested indicates a significant destruction of the trees and the understory in the area in that 70% of the planned development will be impervious surface (we assume concrete or asphalt). The view scape for some homes will be obstructed by a 4-story building and other structures. A community of 314 units and 750 residents cannot help but increase disturbance in regard to noise and foot traffic in the area, especially for those homes bordering the project.

**In the past, the presence of Excelsior has had a disturbing affect on its surrounding neighborhoods.**

When we moved to Spokane in 2016, Excelsior was a residential unit for about 28 boys with behavioral health issues, including substance abuse. At that time, the presence of Excelsior, periodically affected its neighbors in a negative manner. There were numerous complaints about trespassing, frequent police presence in the neighborhoods, and fires started in the woods. Excelsior then added a separate building for older residents (young men) with behavioral problems that requiring restricted living. Within years, this particular objective was seemingly abandoned and Excelsior changed to a open campus for non-residential young people, again with a spectrum of behavioral issues and/or substance abuse requiring individual counseling and assistance. The changes and expansion in Excelsior’s mission have been confusing and at times disturbing to its neighbors. Although 32 units in Excelsior Wellness Village will be provided for assisted living and memory care, it appears most other units will be provided for individuals with behavioral issues and/or substance abuse and their families as well as for individuals transitioning from foster homes and adjusting to living outside a more intensive care situation. Given the history of the institution, the surrounding neighborhoods have understandable misgivings about introducing 314 units and potentially 750 residents into their community.

**We hope you read our comments with serious consideration. We feel the zone change and the eventual project proposal by Excelsior is incompatible with the established neighborhoods in the area and should not go forward.**

Please notify us directly of any further actions concerning this proposal and project.

Joanne Welch and Christopher Smith  
4022 W Hiawatha Dr  
Spokane, WA 99208  
907-350-9866  
klondyke@mac.com

**From:** [Pat Corbin](#)  
**To:** [Planning & Development Services Comp Plan](#)  
**Subject:** South Logan Proposals  
**Date:** Thursday, August 8, 2024 10:36:44 AM

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**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

These proposals lead current residents of the proposed zoning changes uncertainty, they fear these changes are proposed to the benefit of the wealthy developers and the wealthy investors to the detriment of the neighborhoods! These folks have absolutely no considerations of these proposals only to enhance themselves not the neighborhoods! These proposals will enable more high rising apartments to benefit tenants who can pay for the high rents! There will be more congestion on the streets as most of these building will not be required to have sufficient parking for all residents! This will make it harder for current research to park or have spots for visitors! It will cause more disruption of the flow of traffic! These new renters will most likely not care about their new neighborhood!and as such unlikely to avail themselves of the transit buses and especially the HOPE to increase the ridership of The City Line buses!

[Sent from Yahoo Mail on Android](#)



**From:** [Pat Corbin](#)  
**To:** [Planning & Development Services Comp Plan](#)  
**Subject:** South Logan Plan  
**Date:** Thursday, August 8, 2024 10:46:34 AM

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**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

I forgot to leave my name, address and phone number! Sorry for the over sight! Patricia Corbin  
707 East Mission, apt 133 , 99202 (509) 934-7542  
[Sent from Yahoo Mail on Android](#)



Jacob Gadbery  
4333 W Osage Way  
Spokane, Washington  
August 7, 2024

Comprehensive Plan Team  
Re: Application Number: Z23-479COMP

This letter is intended to comment on the rezoning of the Balboa/South Indian Trail and elucidate some of the collective concerns of the neighboring residents. Long-term project planning and information associated with the upcoming proposal (“Residential Low” to “General Commercial”, “Open Space”, “Residential Moderate”, and “Residential Low”) seems less accessible than one might hope. This appears to be another skirmish in a many-year negotiation between Excelsior Wellness (formerly Excelsior Youth Center) and the local population’s safety, street traffic, crowding, and preservation of land. In the past 10 years, Excelsior has promised to create a more secure and supportive behavioral health clinic by transitioning from residential care to an outpatient model. Excelsior has committed to highlighting the aesthetic of Indian Trail through developing a public arboretum, protecting indigenous geological sites, offering children’s summer camps, and conducting community events. Misleading and grandiose argot may be seen in articles citing “clapping...and thanking us” from the neighboring community about the Wellness Village. However ironic, the “village” appears to undermine the aforementioned programming Excelsior has worked so diligently to leverage public approval. My hope is for the application to be denied and for the current zoning to remain. Thank you for your time and consideration of these concerns.

Sincerely,

Jacob Gadbery  
Licensed Mental Health Counselor

**From:** [dougspickard@gmail.com](mailto:dougspickard@gmail.com)  
**To:** [Planning & Development Services Comp Plan](#)  
**Subject:** SEPA Application File #Z23-479COMP  
**Date:** Thursday, August 8, 2024 2:34:10 PM

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**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

I am Douglas V. Spickard, and I am a homeowner on Hiawatha Drive near the controversial proposed project location. I submit the following comments as a concerned neighbor and urge that the agency responsible for implementing the State Environmental Protection Act deny the application in its entirety.

The proposal before you for Comprehensive Plan Map Amendment and zone change request (SEPA Application File #Z23-479COMP) is submitted on behalf of Excelsior Wellness, a self-described “overarching non-profit **healthcare** system alternative.”

Contrary to its mission as a healthcare organization, Excelsior proposes to transform a peaceful forested neighborhood into high-density low-income housing with commercial space, exceeding acceptable height requirements up to 55 feet-an eye sore to be sure. But in addition to the negative aesthetic impact on the area, this project is sure to increase crime as has happened previously. Furthermore, the project will create unacceptable levels of light and noise pollution, negatively impact our wildlife corridor, and worsen already unbearable traffic congestion. It may also negatively impact a Native American site of significance on the property.

A basic risk/reward analysis suggests that the environmental harm caused by the project greatly outweighs any desired social outcome. And while the harm to the adjoining neighborhood and the environment is clear, what is less clear is to what extent Excelsior can succeed in justifying their proposal. It is the duty of this agency to scrutinize Excelsior's previous successes and/or failures when it comes to the use and implementation of public funds and the allocation of resources for this and similar projects. And I am hearing whispers that Excelsior might not survive forensic scrutiny.

For example, I hear rumors that Excelsior has not maintained compliance with the requirements of existing contracts that are publicly funded. Thus, inquiry into their compliance, or lack thereof, would seem imperative. The stability of Excelsior's organizational goals, mission and values is very much in question. What does “neighborhood office and retail space” have to do with the “healthcare” provided by Excelsior in any event? And apparently there is a long history of irresponsible management regarding these types of projects. I am informed that there have even been executive level employees that have parted from Excelsior, in large part, because of these issues.

Before determining if Excelsior should even be considered for the instant application, it must be determined if Excelsior has been successful with projects already under contract. As part of performing your due diligence, I suggest you commence your inquiry by contacting former employee Lynn Suksdorf.

“Housing as **healthcare**”, according to the National Health Care for the Homeless Council, is a “Human rights **theory**.” And while I am not opposed to social experimentation, it must be done responsibly and so as not to create more harm than good, especially to the environment and the surrounding community. Clearly, the

proposal fails this most basic test.

And finally, the above noted adverse consequences that will be created by Excelsiors' proposal will undoubtedly affect the property values of nearby residential properties, which in turn, will negatively impact property tax revenues. Reduced tax revenue affects the government's ability to implement and enforce environmental policy.

I assure you that despite what you might hear from Excelsior, NO ONE that lives near this project is in favor of it. That is because there are a million reasons for us to oppose the project, and not one reason for us to support it.

There are undoubtedly alternative locations and perhaps other organizations more worthy of and more appropriate for this type of government intervention.

For all the reasons stated above, I respectfully request that the application be denied in its entirety.

Douglas V. Spickard

**From:** [Brian Walters](#)  
**To:** [Planning & Development Services Comp Plan](#)  
**Subject:** Excelsior planned zoning change and development comments  
**Date:** Thursday, August 8, 2024 3:02:28 PM

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[CAUTION - EXTERNAL EMAIL - Verify Sender]

I purchased my property at 4041 W Osage Way in 2020 and tried to buy the property to the south of me before Excelsior purchased it. At the time, this property was zoned R1, and I had little concern of what they would put on there that would affect my property. Changing this property entirely to RMF will likely have a significant effect on my property and property value, especially with the increased allowed height restrictions. I have 510' of property line that borders their property, and I watch the deer and turkeys migrate through our properties daily. I'd likely push to have the property line fenced for security reasons if this moves forward. I would not object to changing some of the current buildings and closely surrounding land to allow for commercial use. And, I'm assuming they could build a nice community under the BOCA changes that already allow for more density. I don't feel adding this amount of housing is beneficial to this community, already bad traffic, natural wildlife, or nearby school systems.

Sincerely,

Brian Walters

**From:** [K.M](#)  
**To:** [Planning & Development Services Comp Plan](#)  
**Subject:** File Z23-479COMP  
**Date:** Friday, August 9, 2024 9:59:21 AM

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[CAUTION - EXTERNAL EMAIL - Verify Sender]

The proposed development - 55 foot structures, 750 people, and over 300 units will be an enormous change for a residential neighborhood that is already experiencing large increases in traffic and development. It's not a good fit.

Ken Marquess, Osage Way.

**From:** [Steve and Linda Bloom](#)  
**To:** [Planning & Development Services Comp Plan](#); [Freibott, Kevin](#); [Whitmarsh, Brandon](#)  
**Subject:** FW: Indian Trail Comprehensive Plan Amendment - ApplicationNumber Z23-479COMP  
**Date:** Friday, August 9, 2024 10:49:40 AM

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**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

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**Subject:** Re: Indian Trail Comprehensive Plan Amendment - ApplicationNumber Z23-479COMP

These comments are in response to the Indian Trail Comprehensive Plan Amendment – Application Number 23-479OMP / Excelsior Wellness

1. “Will be reviewed as projects are submitted for review and approval” seems to be the stock response from the applicant’s agent to questions on the Threshold Application.

A request for approval of zoning changes for a project of this magnitude requires definitive answers prior to obtaining an approval. **This project should not receive the zone change approval, with the specifics to be received at a later date.**

Inaccuracy of this proposal does not allow a true traffic study of impact. There are at least three very large developments on Indian Trail Road north of the Excelsior property – Woodridge, Sundance, and Pacific Park, not to mention the smaller Indian Hills Development. Indian Trail Road is the only significant means of travel in and out both under normal daily circumstances and in an emergency. Concern is for residents to be able to escape during an emergency situation of fire, etc. It was noted in the Sunburst Engineering Trip Distribution Letter that it may be necessary to re-configure the part of Indian Trail Road that passes by Excelsior properties to include turn lanes in and out of that business. In doing so, that would change Indian Trail to one lane each direction. (1) How would residents of **all** Indian Trail areas be able to evacuate, if necessary? (2) Would the lanes be wide enough for or allow passing room for large emergency vehicles? (3) This additional traffic will heavily impact all users of Indian Trail, not just those using Excelsior Wellness.

The Trip Distribution Letter does not appear to include the vehicles of the building residents, the staff for all of these services, and the employees of the commercial buildings coming and going each day, or parking at the facility. A true traffic study of that area needs to be required prior to approval being granted.

2. Comprehensive Plan Use Code Amendment Pre-Application:

The target population of these new buildings was not specifically addressed. A Spokesman Review Article of May 12, 2024, indicates traditional, senior, multigenerational, and foster care housing, and an early learning center would be added to services provided. Currently, the skilled nursing facility on its campus can

provide hospice care, memory care, and high-intensity psychiatric or behavioral health services for youth and young adults age 11 to 21. \*\*\*\*In the Threshold Application / Description of the Proposed Amendment (Item 5C), land use to the south is identified as a 'Church'. **There is also a preschool – 8<sup>th</sup> grade school – what is being done to ensure residents of Excelsior will be screened for safety this close to the school?**

3. Building heights:

The zone change is to approve a 5 story apartment complex with 314 units. Per the SEPA Checklist, it is stated the height would be approximately 55' at the tallest point. A 5 story apartment building would be more than 55 feet. **Please have the applicant correct the information under #10 Aesthetics, and re-review with the accurate information.**

4. **In the past, a re-zoning request was made for construction of senior living apartments at 3910 or 4110 W Indian Trail Road. That was denied due to a clause in the original transfer of the land ownership from the Sisters of the Good Shepard to Excelsior saying if the land use was ever changed from the original use of child treatment (?), then the land would revert back to the Sisters. This information should be in a Title Policy for the sale, for which I do not have access.** Can someone check to see if this is still something that is in force?

Please include us in updates about this re-zoning request for Excelsior Wellness at [swbloom@comcast.net](mailto:swbloom@comcast.net) or Steve and Linda Bloom, 4329 W. Arrowhead Road, Spokane, WA 99208.

Thank you,

Linda Bloom

**From:** [MacBook Pro 14](#)  
**To:** [Planning & Development Services Comp Plan](#)  
**Subject:** Comments regarding proposal Z23-479COMP  
**Date:** Friday, August 9, 2024 3:37:54 PM

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[CAUTION - EXTERNAL EMAIL - Verify Sender]

Planning Services Dept  
Attn: Kevin Freibott

As residents in a home near an intersection with Indian Trail in the Balboa area, we have concerns regarding this proposal for development.

My husband and I fell in love with this neighborhood because of its slower pace, the friendly respect for privacy that neighbors extend to one another, and the quiet. After years of living in apartments at the fringes of busy commercial districts, we felt as if we had finally found our oasis.

Just four years later, as a result of continued development in North Indian Trail, Five Mile Prairie, and Nine Mile Falls, combined with a lack of alternative northbound routes, Indian Trail Rd is already seeing more traffic than it is designed to withstand. Much of this increased traffic is commuter in nature, which means many of the drivers are hurried, frustrated, and largely condensed into rush-hour type patterns, which exacerbates aggressive driving behaviors. This has resulted in numerous traffic accidents, many of which have involved vehicles crashing into houses or other property. There are no traffic lights between North Indian Trail and Francis, and the result is traffic that is consistently traveling at speeds in excess of posted limits. The additional residential and commercial properties that would occur as a result of the proposed development would only worsen the traffic density and the problems accompanying it.

Additionally, the increase in noise that would occur as a result of the proposed development cannot be understated. Already, we suffer excessive vehicle and stereo noise at all hours of the day and night from drivers idling near intersections while they are waiting to turn, honking when trying to merge, or revving engines. Building this mixed commercial and residential zone just down the block from our house would introduce yet another point where cars would be turning onto and off of Indian Trail, bringing all of the aforementioned noise with them.

Another concern is the addition of commercial and business zoning. This area has historically been residential and has appealed to those wishing to not live next to commercial properties. We are fortunate to have some tree coverage left in our neighborhood, which serves to maintain cooler local temperatures, buffer sound, and support local wildlife. The proposed residential and commercial development would have the opposite effect. Adding commercial properties and businesses fundamentally alters the landscape of the neighborhood, introducing additional noise, congestion, and destruction of natural areas. Plus, the introduction of commercial zoning in an area will undoubtedly pave the way for further business development.

It is our sincere hope that this plan does not go forward and that the neighborhood be allowed to remain as it is.

Thank you for your careful attention to this matter.

Aimee Thompson



**From:** [Carole Cain](#)  
**To:** [Planning & Development Services Comp Plan](#)  
**Subject:** 2023/2024 Comprehensive Plan Adjustments– Indian Trail Comprehensive Plan – Z23-479COMP – Public Comment Period  
**Date:** Friday, August 9, 2024 4:26:06 PM

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[CAUTION - EXTERNAL EMAIL - Verify Sender]

**2023/2024 Comprehensive Plan Adjustments– Indian Trail Comprehensive Plan – Z23-479COMP – Public Comment Period**

I wish to begin by stating that agents of the Excelsior Village expansion plan have not been transparent in their representation of the project to the Hillside Park HomeOwners Association (Hillside HOA). Excelsior has plans for expansion that far exceed the representations made to members of the Hillside community. Furthermore, their published plans for the expansion indicates that they are already selling Excelsior Village as including features which are on land privately owned by the Hillside residents and HOA, as if it is a done deal. (See Excelsior Wellness Waves Magazine Summer 2024: Issue 3:6.) Far from the “good neighbors” “working hand in hand” with “local residents... and organizations” as they portray themselves, they have been anything but “collaborative partners.”

Among our concerns are:

That their plan for walking trails and the development of interpretive heritage sites will infringe on the privately owned property of current residents and the HOA, and lead to property damage, loss, and potential liability as people walking the trails or visiting the heritage site will fail to distinguish private property from Excelsior property.

The influx of a large number of new residents (which we estimate to be 2000-3000 if apartments are built) will have a serious and negative impact on congestion and traffic on Indian Trail. This would also be a safety issue.

We are opposed to the development of the Excelsior Village/ Indian Trail Comprehensive Plan Z23-479COMP, and we do not want our property included in this project.

Sincerely,

Mack H. Cain  
Carole Cain  
3507 W Excell Ln  
Spokane WA 99208

**From:** [Karen Lewandowski](#)  
**To:** [Freibott, Kevin](#)  
**Subject:** Application Z23-479COMP  
**Date:** Friday, August 9, 2024 1:18:40 PM

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[CAUTION - EXTERNAL EMAIL - Verify Sender]

To Kevin Freibott,

Concerns regarding –SEPA/APPLICATION # Z23-479COMP

Submitted by: Randy and Karen Lewandowski

Concerns found on the State Environmental Policy Act ( SEPA)  
Environmental checklist:

- Page 3. Critical Aquifer Recharge area/Aqua Sensitive Area- It lacks clarity about HOW it will handle storm runoff.
- Page 6. Wetlands- Wetland determination should be made **PRIOR** to approval so any change to the codes will be accurate for the project site.
- Page 7. Water Runoff- No surface water diversion will occur, but the site is described as “hilly” with slopes of 40%. It also states water runoff will be reviewed at each project. Water runoff should be evaluated looking at the full build out plan BEFORE IT BECOMES AN ENVIRONMENTAL PROBLEM.
- Page 9. Animals- The list does not include- Marmots, Turkeys, Coyotes and a cougar passing through with cubs several years back. The checklist does say No measures will be taken to preserve or enhance wildlife.
- Item 15. Critical Aquifer Recharge Area- storm water is listed as being handled “ if site is developed”. But at full build out approximately 70 % of the site would be hard surface. This could have a big environmental impact on the site and local area, why is more detail not required prior to any approval to change of zoning codes?

Concerns found in the Trip Distribution Letter for Excelsior Comprehensive Plan  
Amendment:

- This report states it was completed for a Non Action Plan; therefore no site plan is associated with the report. It summarizes there would be no

traffic impacts caused by approving this CPA. Our question to the planning commission is: How can a final build out plan which includes: 314 DU's, 180 Units, 40 senior housing, 10 young adults, 24 family units and 100 mixed dwellings as well as staff for all of the above and visitors not have an impact on traffic? Indian Trail already has traffic from thousands of homes farther North all the way to Rutter Parkway and beyond.

Allowing changes to the zoning codes based on the State Environmental Policy Act (SEPA) Environmental Checklist for Application Z23-479COMP without requiring Excelsior to provide more details and clarity about the potential environmental impact to the neighborhood and local traffic would be a mistake. Please do not approve this re-zoning application it is too broad with no clear plan for completion and success.

Please include us in any updates for this re-zoning request:  
[k.lewandowski13@gmail.com](mailto:k.lewandowski13@gmail.com)

Randy and Karen Lewandowski  
4335 W. Arrowhead Rd.



## Legal Descriptions of Affected Parcels:

### APPLICANT PROPOSAL:

#### Parcel 1 (26265.0048):

26-26-42 PTN OF SEC DAF; BEG AT MOST SWLY COR OF HILLSIDE PARK PUD & TRUE POB, TH NWLY ALG SLY LN OF SD PUD 965.04FT, TH NELY ALG SLY LN 90.04FT, TH NWLY ALG SLY LN 312.12FT, TH S 19DEG 28MIN 50SDS E 74.83FT, TH S 41DEG 04MIN 18SDS W 245.90FT, TH S50DEG 50MIN 52SDS E 257.11FT, TH S 38DEG 53MIN 14SDS W 438.41FT M/L TO NLY R/W LN OF INDIAN TRAIL RD TH SELY ALGNLY R/W TO INTER WITH NLY R/W LN OF WEILE AVE, TH NLY & ELYALG SD NLY R/W LN OF WEILE AVE TO TRUE POB

#### Parcel 2 (26262.0055):

26-26-42: A PORTION OF THE NORTHWEST QUARTER OF SAID SECTION 26, DESCRIBED AS FOLLOWS: COMMENCING AT THE CENTERLINE INTERSECTION OF INDIAN TRAIL ROAD AND FLEMING STREET, ACCORDING TO PLAT OF PACIFIC HEIGHTS 9TH ADDITION; THENCE NORTH 48°51'00" WEST ALONG THE CENTERLINE OF INDIAN TRAIL ROAD, 258.33 FEET TO THE POINT OF CURVE OF A 995.44 FOOT RADIUS CURVE TO THE RIGHT; THENCE ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 06°01'13", 100.39 FEET; THENCE NORTH 38°53'14" EAST, 40.44 FEET TO A POINT ON THE NORTHERLY RIGHT-OF-WAY LINE OF INDIAN TRAIL ROAD AND THE POINT OF BEGINNING: THENCE CONTINUING NORTH 38°53'14" EAST, 225.05 FEET; THENCE SOUTH 72°00'00" EAST, 135.39 FEET; THENCE NORTH 18°00'00" EAST, 582.65 FEET TO THE NORTH LINE OF THE SE 1/4 OF THE NW 1/4 OF SAID SECTION 26; THENCE SOUTH 89°26'06" EAST, 51.39 FEET ALONG THE NORTH LINE OF THE SE 1/4 OF THE NW 1/4 OF SAID SECTION 26 TO THE EAST LINE OF THE OF THE WE 1/2 OF THE SE 1/4 OF THE NW 1/4 OF SAID SECTION 26; THENCE SOUTH 00°37'42" WEST, 547.97 FEET ALONG THE EAST LINE OF SAID W 1/2; THENCE SOUTH 48°13'25" EAST, 2.50 FEET; THENCE NORTH 24°04'21" EAST, 186.75 FEET; THENCE SOUTH 59°07'19" EAST, 85.54 FEET; THENCE SOUTH 88°49'05" EAST, 107.57 FEET; THENCE SOUTH 54°52'30" EAST, 94.09 FEET; THENCE SOUTH 19°28'50" EAST, 74.83 FEET; THENCE SOUTH 41°04'18" WEST, 245.90 FEET; THENCE SOUTH 50°50'52" EAST, 257.11 FEET; THENCE SOUTH 38°53'14" WEST, 438.41 FEET TO A POINT ON SAID NORTHERLY RIGHT-OF-WAY LINE, SAID POINT LYING ON A 1,472.18 FOOT RADIUS NONTANGENT CURVE TO THE LEFT, THE CENTER OF CIRCLE OF WHICH BEARS SOUTH 44°32'59" WEST; THENCE NORTHWESTERLY ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 03°23'59", 87.35 FEET; THENCE NORTH 48°51'00" WEST ALONG SAID NORTHERLY RIGHT-OF-WAY LINE, 640.16 FEET TO THE POINT OF CURVE OF A 915.44 FOOT RADIUS CURVE TO THE RIGHT; THENCE ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 06°23'06", 102.01 FEET TO THE POINT OF BEGINNING.

#### Parcel 3 (26262.0054):

26-26-42: A PORTION OF THE WEST 1/2 OF THE SOUTHEAST 1/4, OF THE NORTHWEST 1/4 OF SAID SECTION 26, DESCRIBED AS FOLLOWS: COMMENCING AT THE CENTERLINE INTERSECTION OF INDIAN TRAIL ROAD AND FLEMING STREET, ACCORDING TO PLAT OF PACIFIC HEIGHTS 9TH ADDITION; THENCE NORTH 48°51'50" WEST ALONG THE CENTERLINE OF INDIAN TRAIL ROAD, 258.33 FEET TO

THE POINT OF CURVE OF A 995.44 FOOT RADIUS CURVE TO THE RIGHT; THENCE ALONG SAID CURVE, THROUGH A CENTRAL ANGLE OF 06°01'13", 100.39 FEET; THENCE NORTH 38°53'14" EAST, 40.44 FEET TO A POINT ON THE NORTHERLY RIGHT-OF-WAY LINE OF INDIAN TRAIL ROAD AND THE POINT OF BEGINNING: THENCE CONTINUING NORTH 38°53'14" EAST, 225.05 FEET; THENCE SOUTH 72°00'00" EAST, 135.39 FEET; THENCE NORTH 18°00'00" EAST, 582.65 FEET TO THE NORTH LINE OF THE SE 1/4 OF THE NW1/4 OF SAID SECTION 26; THENCE NORTH 89°26'06" WEST, 609.17 FEET TO THE NORTHWEST CORNER OF SAID SE 1/4 OF THE NW 1/4; THENCE SOUTH 00°39'58" WEST, ALONG THE WEST LINE OF SAID SE 1/4 OF THE NW 1/4, 474.56 FEET TO SAID NORTHEASTERLY RIGHT-OF-WAY LINE OF INDIAN TRAIL ROAD; THENCE ALONG SAID NORTHERLY RIGHT-OF-WAY LINE THE FOLLOWING TWO CALLS: 1) SOUTH 35°31'35" EAST, 163.22 FEET TO THE POINT OF CURVE OF A 915.44 FOOT RADIUS CURVE TO THE LEFT; 2) ALONG THE ARC OF SAID CURVE THROUGH A CENTRAL ANGLE OF 6°56'19", 110.86 FEET TO THE POINT OF BEGINNING.

**Parcel 4 (26262.0010):**

262642PTN OF SW1/4 OF NW1/4 LYG NELY OF INDIAN TRAIL RD ANDS OF NEW SPOKANE CITY LIMITS

**Parcel 5 (26262.0018):**

26-26-42, PTN OF NW1/4 OF NW1/4: BEG 119.39 FT S OF NE COR OF SE1/4; TH S 80DEG 35MIN W, 86.9 FT; TH S 28DEG 25MIN W, 109.7 FT; TH S 31DEG 08MIN W, 152.5 FT; TH S 40DEG 14MIN W, 92.9 FT; TH S 57DEG 36MIN W, 207.4 FT TO NLY LN OF INDIAN TRAIL RD; TH SE ALG SD RD TO S LN; TH E TO SE COR; TH N TO POB

**CITY ADDITIONAL PROPOSAL (portions of the following):**

**Parcel 6 (26261.3401):**

26-26-42: HILLSIDE PARK P.U.D. (AFN# 4284339) BLK 'A' (COMMON AREA); EXC PTN OF SAID BLK 'A' DAF: BEG AT WLY-MOST COR OF SAID L1; TH S49°52'53"E 179.00FT ALG THE SWLY LN OF SAID L1 TO THESLY-MOST COR THEREOF; TH S66°22'49"W 32.00FT; TH N40°00'21"W 167.32FT TO POB

**Parcel 7 (26262.2620):**

26-26-42 LOT 7 OF ROS 6363965 DAF: THAT PORTION OF THE NORTHEAST QUARTER AND THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 26 NORTH, RANGE 42 EAST, W.M. BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS; COMMENCING AT THE SECTION CORNER COMMON TO SECTIONS 22, 23, 27 AND 26, A RECOVERED #4 REBAR WITH CAP, MARKED BENTHIN #13315; THENCE SOUTH 89°20'39" EAST ALONG THE TRUE LINE BETWEEN SAID SECTION CORNER AND A RECOVERED ½" PIPE WITH CAP STAMPED WCE, PLS #26401 BEING THE N 1/4 CORNER OF SECTION 26, A DISTANCE OF 1319.42 FEET TO THE W 1/16 CORNER SECTION 26; THENCE SOUTH 00°49'30" WEST, A DISTANCE OF 813.71 FEET, TO THE TRUE POINT OF BEGINNING, FOR LOT 8; THENCE ON AND THENCE NORTH 77°42'36" EAST, A DISTANCE OF 100.89 FEET TO THE OSAGE WAY RIGHT-OF-WAY AND THE BEGINNING OF A CURVE CONCAVE TO THE WEST HAVING A RADIUS OF 205.00 FEET AND A CENTRAL ANGLE OF 5°37'31" AND BEING SUBTENDED BY A CHORD WHICH BEARS SOUTH 09°29'52" EAST 20.12 FEET; THENCE SOUTHERLY ALONG SAID RIGHT-OF-WAY CURVE, A DISTANCE OF 20.13 FEET; THENCE CONTINUING ON AND ALONG SAID RIGHT-OF-WAY, SOUTH 06°41'06" EAST TANGENT TO SAID CURVE, A DISTANCE OF 28.92 FEET TO THE BEGINNING OF A CURVE TANGENT TO SAID LINE; THENCE CONTINUING ON AND ALONG SAID RIGHT-OF-WAY, SOUTHERLY, SOUTHEASTERLY AND EASTERLY A DISTANCE OF 182.84 FEET ALONG THE CURVE CONCAVE TO THE

NORTHEAST, HAVING A RADIUS OF 120.00 FEET AND A CENTRAL ANGLE OF 87°18'06" TO A POINT OF REVERSE CURVATURE; THENCE CONTINUING ON AND ALONG SAID RIGHT-OF-WAY EASTERLY AND SOUTHEASTERLY A DISTANCE OF 38.12 FEET ALONG THE ARC OF SAID CURVE CONCAVE TO THE SOUTH HAVING A RADIUS OF 80.00 FEET AND A CENTRAL ANGLE OF 27°07'18" TO A POINT OF CUSP; THENCE LEAVING SAID RIGHT-OF-WAY, SOUTH 36°36'32" WEST, A DISTANCE OF 461.99 FEET; THENCE NORTH 00°37'01" EAST, A DISTANCE OF 510.06 FEET TO THE POINT OF BEGINNING

**Parcel 8 (26262.2621):**

26-26-42 LOT 8 OF ROS 6363965 DAF: THAT PORTION OF THE NORTHEAST QUARTER AND THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 26 NORTH, RANGE 42 EAST, W.M. BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS; COMMENCING AT THE SECTION CORNER COMMON TO SECTIONS 22, 23, 27 AND 26, A RECOVERED #4 REBAR WITH CAP, MARKED BENTHIN #13315; THENCE SOUTH 89°20'39" EAST ALONG THE TRUE LINE BETWEEN SAID SECTION CORNER AND A RECOVERED ½" PIPE WITH CAP STAMPED WCE, PLS #26401 BEING THE N 1/4 CORNER OF SECTION 26, A DISTANCE OF 1319.42 FEET TO THE W 1/16 CORNER SECTION 26; THENCE SOUTH 00°49'30" WEST, A DISTANCE OF 813.71 FEET, TO THE TRUE POINT OF BEGINNING, FOR LOT 8; THENCE ON AND THENCE NORTH 77°42'36" EAST, A DISTANCE OF 100.89 FEET TO THE OSAGE WAY RIGHT-OF-WAY AND THE BEGINNING OF A CURVE CONCAVE TO THE WEST HAVING A RADIUS OF 205.00 FEET AND A CENTRAL ANGLE OF 5°37'31" AND BEING SUBTENDED BY A CHORD WHICH BEARS SOUTH 09°29'52" EAST 20.12 FEET; THENCE SOUTHERLY ALONG SAID RIGHT-OF-WAY CURVE, A DISTANCE OF 20.13 FEET; THENCE CONTINUING ON AND ALONG SAID RIGHT-OF-WAY, SOUTH 06°41'06" EAST TANGENT TO SAID CURVE, A DISTANCE OF 28.92 FEET TO THE BEGINNING OF A CURVE TANGENT TO SAID LINE; THENCE CONTINUING ON AND ALONG SAID RIGHT-OF-WAY, SOUTHERLY, SOUTHEASTERLY AND EASTERLY A DISTANCE OF 182.84 FEET ALONG THE CURVE CONCAVE TO THE NORTHEAST, HAVING A RADIUS OF 120.00 FEET AND A CENTRAL ANGLE OF 87°18'06" TO A POINT OF REVERSE CURVATURE; THENCE CONTINUING ON AND ALONG SAID RIGHT-OF-WAY EASTERLY AND SOUTHEASTERLY A DISTANCE OF 38.12 FEET ALONG THE ARC OF SAID CURVE CONCAVE TO THE SOUTH HAVING A RADIUS OF 80.00 FEET AND A CENTRAL ANGLE OF 27°07'18" TO A POINT OF CUSP; THENCE LEAVING SAID RIGHT-OF-WAY, SOUTH 36°36'32" WEST, A DISTANCE OF 461.99 FEET; THENCE NORTH 00°37'01" EAST, A DISTANCE OF 510.06 FEET TO THE POINT OF BEGINNING



**2023/2024 Comprehensive Plan Amendments**

## **Z23-479COMP ADDITIONAL PUBLIC COMMENT**

Department of Neighborhood and Planning Services

The following public comments were received after the issuance of the Staff Report on September 20, 2024.

**From:** [Alena I](#)  
**To:** [Planning & Development Services Comp Plan](#)  
**Subject:** comment on File # Z23-479comp, Indian Trail  
**Date:** Friday, September 27, 2024 12:36:17 PM

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**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

To whom it may concern,

I would like to make sure that while discussing amendment of the land use plan for the North of W. Indian Trail rd location, you consider land preservation points:

the parcels you propose to convert to Residential Moderate and Commercial are on the steep slope. With that, I urge you to get a consult with a geologist on the rational of cutting trees in that area and to what extent. The trees currently support the soil/ rocks and prevent from mudslide and rockslides on the road and adjacent private resident houses.

I am very concerned that with climate change: prolonged summer draught then rain in fall, storm, strong winds plus man maid destruction of the tree root system - create the consequences of unstable grounds.

Even if it is safe to cut those trees down, please consider giving a instruction to the construction /planning company to build with some mature trees still preserved to keep our neighborhood green.

I ask you to not repeat the recent landscape change at the end of W. Indian Trail road - across Sundance shopping center , where a clear cut of mature forest was done. Please take in consideration that it takes a significant part of a human lifetime for a tree to become mature and act as a nature shield for sun, wind, water, draught and oxygen

Much appreciate you input and though for keeping our Spokane green and healthy.

Sincerely,  
Alena Izhokhina  
3731 W Indian Trail Rd  
Spokane , WA  
425 419 9570



**From:** [Leute Norberto](#)  
**To:** [Planning & Development Services Comp Plan](#)  
**Subject:** Hearing and SEPA -- 2024 Comprehensive Plan Amendments  
**Date:** Monday, September 30, 2024 12:09:41 PM

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**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

I can't be there, but looking at the plans, I have a few questions. What type of neighborhood business will go into the commercial property? How will those businesses benefit or enhance the neighborhood? The city complains of a lack of housing. Why put in more business?

Norbert

**From:** [Allison Mohr](#)  
**To:** [Planning & Development Services Comp Plan](#)  
**Subject:** Z23-479COMP Indian Trail Comprehensive Plan Amendment  
**Date:** Monday, September 30, 2024 12:27:51 PM

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**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

News of the proposed rezoning of the Excelsior Wellness Land to RMF and CB-55 has caused me to feel like the victim of a bait and switch scam. When we bought in Hillside Park, we bought *because* the surrounding area was R1. We did not want to be in a commercial area of tall buildings. Hillside Park has been here for 24 years. Surrounding areas have been here longer. Now the Spokane City Council wants to stick 55 foot tall buildings in the middle of us. This is not fair to the current residents. Yes I know, there is a shortage of housing, but does the project really have to be four stories high? Could you not stop at two stories? Have some consideration for the people who have been living here for decades in their single family homes with low height restrictions.

The willingness of the Spokane City Council to insert such a structure into an area that has been R1 for so long feels like a complete betrayal of the citizens who have lived here and voted for you. The entire purpose of zoning is to place boundaries between disparate land uses. Neighborhoods do not want commercial tracts drop shipped into their midst. Do better with your planning process.

**Allison Mohr**  
**3420 W Excell Ln**  
**Spokane, WA 99208**  
**520-822-4483**

**From:** [Kim Bush](#)  
**To:** [Planning & Development Services Comp Plan](#)  
**Cc:** [Klitzke, Kitty](#); [Zappone, Zack](#)  
**Subject:** File No. Z23-479COMP  
**Date:** Friday, October 4, 2024 10:28:46 AM

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[CAUTION - EXTERNAL EMAIL - Verify Sender]

Attention: Kevin Freibott, Senior Planner

Dear Mr. Freibott,

We are in receipt of the Notice of Public Hearing and SEPA Determination dated September 25, 2024. We previously submitted a letter to the City regarding this proposal and our concerns about its approval by the City. We would like to reiterate those concerns for the upcoming meeting of the City of Spokane Plan Commission on October 9, 2024.

Hillside Park Homeowners' Association owns the property contained in Assessor's Parcel Number 26261.3401 (8.42 acres). These community private lands were established as a conservation area for non-development in perpetuity, and are not open for public use. They should not be included in this proposal.

The area where Excelsior is considering a Residential Moderate, multi-story residential area will be squeezed between our property and the Catholic church and school. There is only one way for ingress and egress from this area. We believe that this is a danger to everyone in this area in the event of a fire or other emergency that requires swift evacuation and for emergency vehicles to reach the area. It is our understanding that in the past the City refused a similar plan by Excelsior because of the lack of a secondary ingress/egress.

The traffic on Indian Trail is already very heavy. We believe that granting this proposal for moderate residential use will greatly increase the traffic on Indian Trail and cause further traffic congestion and accidents. Trying to get out of a side street onto Indian Trail is already difficult. The addition of more vehicles from the moderate residential area will only make this more difficult.

We would like to thank the Planning Commission for considering our concerns.

Sincerely,  
Michael and Kimberly Bush  
3511 W. Excell Lane  
Spokane, WA 99208

**From:** [Jim Davis](#)  
**To:** [Planning & Development Services Comp Plan](#)  
**Cc:** [Klitzke, Kitty](#); [Zappone, Zack](#)  
**Subject:** Hillside Park Board of Trustees Further Response to Indian Trail Comprehensive Plan Amendment Z23-479COMP  
**Date:** Friday, October 4, 2024 2:49:51 PM  
**Attachments:** [Letter to Hillside Park - Draft v.9.12.23-3-1.pdf](#)

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**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

*Upon review of the Staff Report on the subject proposed Comprehensive Plan Amendment, (sent via email Sept. 23, 2024) the Hillside Park Board of Trustees finds it necessary to provide further comments regarding the zoning and land use changes being requested by the applicant, Excelsior Wellness.*

*Prior to reading the Staff Report the Hillside Park Board of Trustees had no idea of the true scope of the proposal being put forth by Excelsior Wellness. At no time in our conversations with Andrew Hill and Ryan Kiely of Excelsior, including their attending a meeting of the Hillside Park Owners Association on October 5th, 2023, was their plan to construct 314 housing units and a Commercial Center, both of which would have a maximum height of 55 feet, ever discussed with us. This lack of truthfulness is very concerning given the fact that their proposal was submitted to The City of Spokane on October 31, 2023, a little more than three weeks later. It is difficult to believe that Excelsior did not know the true scope of their proposed project at that point in their application process.*

*Additionally, Andrew Hill of Excelsior approached Hillside Park proposing a boundary line adjustment or land exchange prior to that meeting. (Letter from Andrew Hill to William Garry, dated Sept 8, 2023, attached below.) This boundary line adjustment would have resulted in Hillside Park ceding approximately one acre of our common land to Excelsior. Accordingly, it is false to say that they had no plans to purchase, use, or develop Hillside Park Owners Association Property, as was stated in Exhibit J, Master Response MR-1 of the Staff report.*

*Given the lack of transparency on the part of Excelsior Wellness on these two important items we are concerned that there may well be more developments being planned that we are not aware of.*

*The current zoning of the Balboa neighborhood surrounding the Excelsior Wellness property is R1, and consists primarily of single family homes. Our community, Hillside Park, has been in existence since 2000 and the reason our residents purchased here was because of the current nature of the surrounding area of single family residences. Allowing a 32 acre development consisting of 300+ multi-family dwelling units and Commercial Business structures with a 55 foot height limit immediately adjacent to our Southern boundary is going to have a negative affect on our quality of life and property values. The proposed project will severely impact the character of our neighborhood due to increased traffic, increased risk of trespass on our common and private lands, destruction of wildlife habitat, and increased noise and light*

*pollution from 55 foot high buildings whose lighting will shine directly into the Hillside Park homes overlooking the Excelsior development. We are particularly concerned about the increasing trespass along the common boundary we share with Excelsior. The Residential Multifamily portion of Excelsior land will be immediately adjacent to our common land if the zoning change is approved as requested. This common land is essentially our backyard, and there is a misconception by some Excelsior employees that this Hillside Park common land is Excelsior property. At one point one of our Board members was told by an Excelsior employee to leave our common land because that employee believed that our Board member was on Excelsior property. It is likely that events such as this would only increase with the addition of residents in the multifamily development. Construction of a fence in the hilly terrain along that boundary to mitigate events such as this would be very expensive and difficult for our Association. And it would likely not prevent increased trespass given the fact that our undeveloped common lands would seem like a great place for Excelsior residents to go for a walk in the woods even though those woods are private property. Given these detrimental effects, we respectfully request that this project be scaled back to reduce the number of multifamily dwelling units and impose a two story height restriction on all new construction.*

*Respectfully,*

*Hillside Park Board of Trustees*

<i>Bill Garry</i>	<i>President</i>
<i>Jim Davis</i>	<i>Vice President</i>
<i>Gary Jablonski</i>	<i>Treasurer</i>
<i>Ben Markham</i>	<i>Secretary</i>
<i>LeAnna Chauvin</i>	<i>Member at Large</i>

**Jim Davis**  
**(520) 822-4592**

This letter was attached to the Comment  
Email by Jim Davis, received October 4,  
2024.

Andrew Hill, CEO  
Excelsior Wellness  
3754 W INDIAN TRAIL RD  
SPOKANE, WA 99208  
andrew.hill@excelsiorwellness.org  
Office (509) 559-3101  
Direct (509) 953-0769

September 08, 2023

Bill Garry, President  
Hillside Park Homeowners Association  
3227 W EXCELL LN  
SPOKANE, WA, 99208

Dear President Garry and Hillside Park Homeowners,

I hope this letter finds you in good health and high spirits. We are writing to you today on behalf of Excelsior Wellness and in collaboration with the Spokane Tribe, to propose an adjustment to our property boundary line to promote the creation of an archaeological preservation area within our shared vicinity.

Our intention is to establish a dedicated preservation area that will not only safeguard indigenous artifacts but also serve as an educational site to raise awareness and appreciation for the rich history and culture of the Spokane Tribe. We believe that by working together, we can create a meaningful and lasting tribute to the indigenous heritage of our region.

We fully understand that members of the Hillside Park Homeowners Association have unique needs and expectations regarding the use of their property. We deeply respect your desire for privacy and continued access to the land you enjoy. It is our sincere commitment to honor and preserve these essential aspects of your community.

Considering this, we are open to allocating to the Hillside Park Homeowners Association an amount of land that is equal to or even greater than what is required for the archaeological preservation area. Furthermore, we are willing to discuss easement access to your utilities to ensure that your community's daily life remains uninterrupted and convenient.

This letter was attached to the Comment  
Email by Jim Davis, recieved October 4,  
2024.

This exchange not only establishes a dedicated archaeological preservation area but also permanently establishes a buffer for the association, ensuring your privacy and access are protected for generations to come. Additionally, Excelsior Wellness is committed to maintaining fire mitigation measures on the land, further enhancing the safety and well-being of the entire community.

We firmly believe that our proposed collaboration can result in a win-win situation for all parties involved. Not only will it help preserve our shared natural and cultural heritage, but it will also enhance the overall quality of life for Hillside Park residents.

To initiate this process, we would like to invite representatives from the Hillside Park Homeowners Association to engage in a constructive dialogue with us. We are eager to listen to your concerns, answer your questions, and work together to develop a mutually beneficial plan that respects your community's wishes while achieving our preservation goals.

Please let us know a convenient time for you to meet and discuss this proposal in more detail. We are open to any suggestions or modifications that will accommodate the needs and expectations of your association. Together, we can make a positive impact on our local heritage and create a lasting legacy for future generations.

Thank you for considering our proposal, and we look forward to the opportunity to collaborate with the Hillside Park Homeowners Association for the greater good of our community.

Sincerely,

Andrew Hill, CEO  
Excelsior Wellness

**Whitmarsh, Brandon**

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**From:** M BRANNON <mattbrannon42@msn.com>  
**Sent:** Monday, October 7, 2024 12:21 PM  
**To:** Planning & Development Services Comp Plan  
**Subject:** RE: File No. Z23-479COMP Written Comments Property Devaluation

**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

**To Whom it may concern:**

**Re: file no. Z23-479COMP, Indian Trail Comprehensive Plan Land Use Map Amendment Proposal**

I bought my house in the Hillside Park HOA after carefully considering the property value. Property values and the inherent equity we build over time are significant investments for all American property owners.

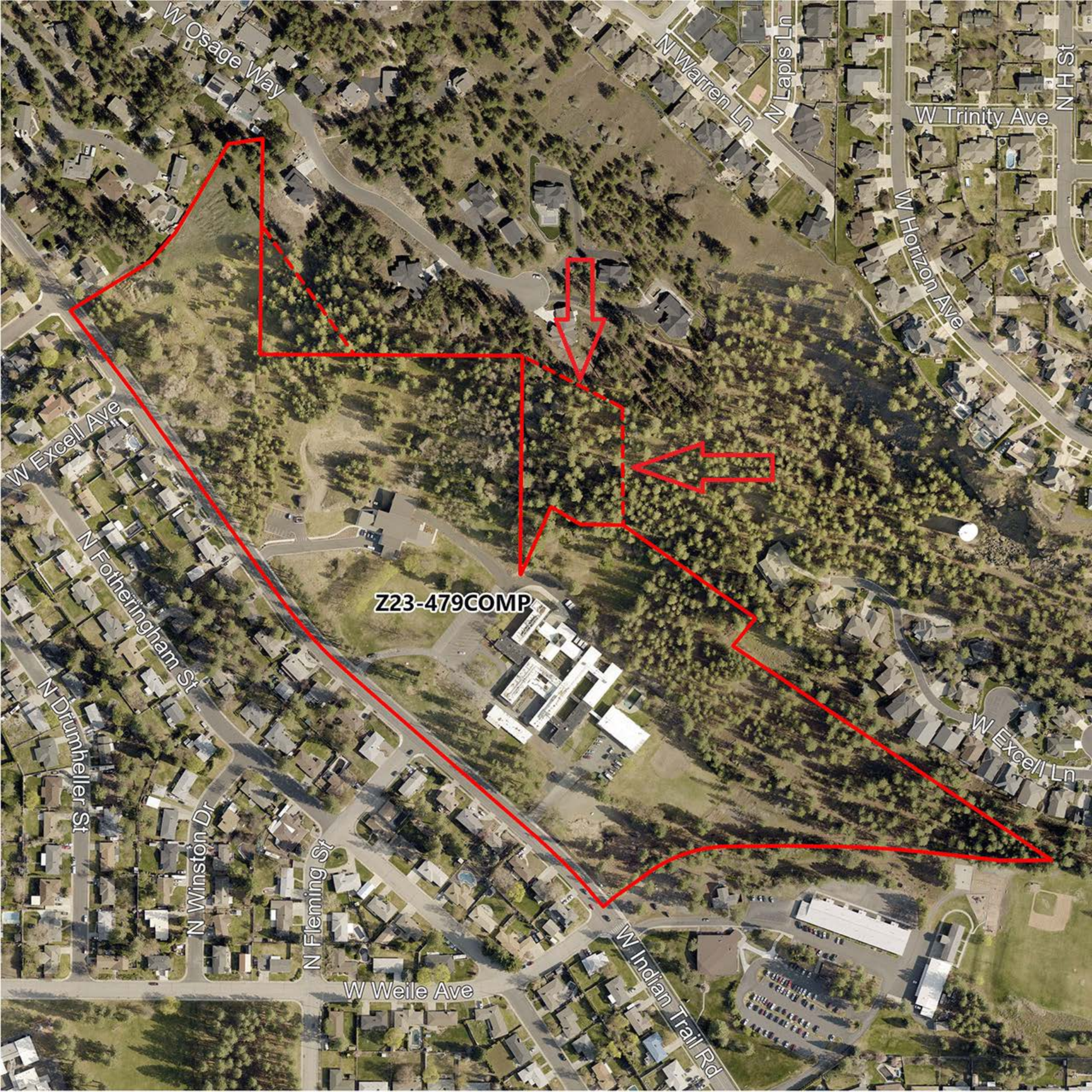
By taking a portion of the designated Hillside Park HOA lands as outlined in this map below designated by the red arrows, you reduce the property size of our HOA lands. By reducing our property size, you devalue my property, and all owners who ought in this HOA. This is important as we consider our equity today and property values in the future.

This is private property for the use of owners in Hillside Park HOA and we all take this into conversation as we consider the value of our properties.

**We strongly request that the Council considers requiring the applicant/agent Dwight Hume either buy this land from our HOA, or leave the currently designated zone as is.**

Per your letter dated September 25th 2024, it states clearly in written language that “any person may submit written comments on the proposed action or call for additional information. Comments should be submitted no later than 5:00pm on October 8 2024 if they are intended to be seen by the plan commission prior to the hearing”. This is a written binding statement so I expect this statement concerning property devaluation to be seen and considered as part of your decision making process.





**Z23-479COMP**



Thank you.

Matt Brannon  
(509)844-5314  
3415 W Excell Lane  
Spokane, WA 99208

**Whitmarsh, Brandon**

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**From:** Michele Mcclaflin <mitchtaylor@comcast.net>  
**Sent:** Monday, October 7, 2024 3:34 PM  
**To:** Planning & Development Services Comp Plan  
**Subject:** Excelsior - Staff report comment

[CAUTION - EXTERNAL EMAIL - Verify Sender]

Hello Spokane City,

I am one of the previous people who have commented on the projected potential Excelsior expansion project. I have lived in the Hillside Park PUD for 24 years.

One of the areas of the Staff report asked about the impact on fauna (animals and birds, etc). I have many, many pictures of the various animals that have walked through our backyard. **The ones I have photos of (and I could send you copies) are:**

Quail  
Badger  
Owls  
Marmots  
Rabbits  
Wild Turkeys  
Racoons  
Squirrels  
Snakes  
Many different types of birds

We have also had (but I have no photos of):

Porcupines (had one living beside our house for over a year)  
Bobcat (only saw it twice)  
Bear (several of the neighbors were together when we saw the bear)  
Moose (several neighbors saw the moose between our homes and Assumption's fence line)  
Coyote (have seen several times)  
Cougar (killed a deer on the lawn of a doctor's house)

I'm not sure if I've actually named ALL of the animals that use the wooded area behind our homes. This huge development that Excelsior is talking about will be removing the natural habitat for all of these animals.

Another point has me questioning the figures that are posted is that there is expected to be 314 housing units. Each unit will most likely house 2 to 4 people. If I assume half of them will have 2 people (that's  $2 \times 150 = 300$  people), there is another 114 units left so I'll assume 75 units will have 3 people ( $3 \times 75 = 225$ ), and then another 75 unit will have 4 people ( $4 \times 75 = 300$ ), which leaves another 14 units with maybe just one person. These are obviously just assumptions but that would be approximately 839 people. I know that we have had issues over the past 24 years with Excelsior youth coming through our yards and through our common grounds. They have camped, made fires, and left trash (among other things). If this development is approved and the 314 housing units are approved the surrounding housing occupants will ALL be hugely affected. The number of people who

would potentially hike or walk through our housing area, back yards, and common grounds would increase exponentially. Plus, I'm not saying that just Hillside Park will be affected. This would be a major change to our entire residential environment in the Indian Trail/Hillside Park area.

And on page 16 there is a statement that there would be a REDUCTION of 280 vehicle trips per day. With an additional 314 housing units and probably 800+ people, there seems to be a disconnect somewhere. The vehicles would mostly be crossing Indian Trail and trying to get to Francis - definitely NOT an easy thing to do even now with the current traffic situation. Most every house or apartment in Spokane has one to two vehicles and sometimes more.

I understand that the City of Spokane would appreciate the additional tax base but PLEASE consider the families, young children, and homeowners who have invested their life savings into their homes.

Thank you so much for your consideration.

Kindest regards,  
Michele McClafin  
3503 W Excell Ln  
Spokane, WA 99208

**From:** [Dragana](#)  
**To:** [Planning & Development Services Comp Plan](#)  
**Subject:** Z23-479COMP  
**Date:** Wednesday, October 9, 2024 3:22:33 PM

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[CAUTION - EXTERNAL EMAIL - Verify Sender]

To whom it may concern;

As a long resident of W Excell Lane I wanted to express my concerns for proposed plan.

The area in question is home to a diverse array of wildlife, including deer, quail, squirrels, owls, turkeys etc. (I have seen personally so many animals take shelter in these woods) ,they rely on these habitats for their survival.

The construction of new housing can lead to several detrimental effects on animal life, including:

1. Habitat Destruction: The removal of trees, shrubs, and other vegetation can displace animals that depend on these areas for shelter, food, and breeding. Many species may not be able to relocate or adapt quickly enough to survive.
2. Fragmentation of Ecosystems: Housing developments can break up existing habitats into smaller, isolated patches. This fragmentation can hinder animal movement and gene flow, making it difficult for populations to thrive and potentially leading to local extinctions.
3. Increased Human-Wildlife Conflict: As more homes are built, the likelihood of encounters between wildlife and humans increases. This can lead to dangerous situations for both animals and residents, and often results in animals being displaced or harmed.

Thank you for your attention to this important issue. I hope we can work together to ensure that the needs of both people and animals are considered in the planning and development process.

Dragana  
3503 W Excell Lane,  
Spokane WA



**Agenda Sheet for City Council:**

**Committee:** Urban Experience **Date:** 11/11/2024

**Committee Agenda type:** Consent

**Date Rec'd** 11/13/2024

**Clerk's File #** ORD C36614

**Cross Ref #**

**Project #**

**Council Meeting Date:** 11/25/2024

**Submitting Dept** PLANNING & ECONOMIC

**Bid #**

**Contact Name/Phone** KAYCEE (509) 625 - 6194

**Requisition #**

**Contact E-Mail** KDOWNNEY@SPOKANECITY.ORG

**Agenda Item Type** First Reading Ordinance

**Council Sponsor(s)** ZZAPPONE JBINGLE KKLITZKE

**Agenda Item Name** 0650 - Z24-105COMP – SOUTH LOGAN TOD PLAN IMPLEMENTATION –

**Agenda Wording**

A city-sponsored proposal, Z24-105COMP, seeking to amend the Land Use Plan Map and Zoning Map for the 361-acre South Logan Study Area to Implement the South Logan TOD Plan adopted by Council on January 29, 2024 (RES 2024-0015).

**Summary (Background)**

The proposal concerns 604 parcels in the 361-acre South Logan Study Area, identified in the South Logan Transit-Oriented Development (TOD) Plan and Final Environmental Impact Statement adopted by Council on January 29, 2024 (RES 2024-0015). Proposal Z24-105COMP is a city-sponsored proposal intended to implement the Land Use and Zoning changes envisioned by the South Logan TOD Plan. The proposal would amend the Comprehensive Plan Land Use Plan Map from "Residential Low," "Residential Moderate,"

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost \$

Current Year Cost \$

Subsequent Year(s) Cost \$

**Narrative**

Processing of Comprehensive Plan Amendments utilizes existing staff time and resources. No additional costs are associated with the adoption of this proposal.

**Amount**

**Budget Account**

Neutral	\$	#
Select	\$	#
Select	\$	#
Select	\$	#
Select	\$	#
Select	\$	#



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

"Institutional," "General Commercial," "Center and Corridor Transition Area," and "Center and Corridor Core Area" to "Residential Moderate," "Residential High," "Institutional," and "Center and Corridor Core Area" and amend the Zoning Map from "R1," "R2," "Residential Multifamily (RMF)," "Residential High Density, 55-Foot Height Limit (RHD-55)," "Office Retail, 55-Foot Height Limit (OR-55)," "General Commercial, 150-Foot Height Limit (GC-150)," "Context Area 1/2/3/4" (Hamilton Form Based Code), and "Centers And Corridors, District Center (CC1-DC)" to "Residential Multifamily, 40-Foot Height Limit (RMF-40)," "Residential High Density, 55-Foot Height Limit (RHD-55)," "Residential High Density, 75-Foot Height Limit (RHD-75)," "Context Area 1 (Ca1)" (Hamilton Form-Based Code), And "Centers And Corridors, Employment Center (CC1-EC)." This Application is being co

<b>Approvals</b>		<b>Additional Approvals</b>	
<b><u>Dept Head</u></b>	GARDNER, SPENCER		
<b><u>Division Director</u></b>	GARDNER, SPENCER		
<b><u>Accounting Manager</u></b>	ORLOB, KIMBERLY		
<b><u>Legal</u></b>	KAPAUN, MEGAN		
<b><u>For the Mayor</u></b>	PICCOLO, MIKE		

**Distribution List**

	Kdowney@spokanecity.org
bwhitmarsh@spokanecity.org	kfreibott@spokanecity.org
eking@spokanecity.org	sgardner@spokanecity.org
smacdonald@spokanecity.org	

## Committee Agenda Sheet

### Urban Experience Committee

<b>Committee Date</b>	November 11, 2024
<b>Submitting Department</b>	Planning & Economic Development
<b>Contact Name</b>	KayCee Downey
<b>Contact Email &amp; Phone</b>	<a href="mailto:kdowney@spokanecity.org">kdowney@spokanecity.org</a> , (509) 625 - 6194
<b>Council Sponsor(s)</b>	<u>CM Zack Zappone, CM Jonathan Bingle, and CM Kitty Klitzke</u>
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested:
<b>Agenda Item Name</b>	Z24-105COMP – South Logan TOD Plan Implementation – Comprehensive Plan Amendment
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>The proposal concerns 604 parcels in the 361-acre South Logan Study Area, identified in the South Logan Transit-Oriented Development (TOD) Plan and Final Environmental Impact Statement adopted by Council on January 29, 2024 (RES 2024-0015).</p> <p>Proposal Z24-105COMP is a city-sponsored proposal intended to implement the Land Use and Zoning changes envisioned by the South Logan TOD Plan. The proposal would amend the Comprehensive Plan Land Use Plan Map from “Residential Low,” “Residential Moderate,” “Institutional,” “General Commercial,” “Center and Corridor Transition Area,” and “Center and Corridor Core Area” to “Residential Moderate,” “Residential High,” “Institutional,” and “Center and Corridor Core Area” and amend the Zoning Map from “R1,” “R2,” “Residential Multifamily (RMF),” “Residential High Density, 55-Foot Height Limit (RHD-55),” “Office Retail, 55-Foot Height Limit (OR-55),” “General Commercial, 150-Foot Height Limit (GC-150),” “Context Area 1/2/3/4” (Hamilton Form Based Code), and “Centers And Corridors, District Center (CC1-DC)” to “Residential Multifamily, 40-Foot Height Limit (RMF-40),” “Residential High Density, 55-Foot Height Limit (RHD-55),” “Residential High Density, 75-Foot Height Limit (RHD-75),” “Context Area 1 (Ca1)” (Hamilton Form-Based Code), And “Centers And Corridors, Employment Center (CC1-EC).”</p> <p>This Application is being considered concurrently with five others through the annual Comprehensive Plan Amendment cycle. The application has fulfilled public participation and notification requirements. The Plan Commission held a Public Hearing on October 9, 2024, to consider this Application and recommended approval of the proposal.</p>
<b>Fiscal Impact</b> <b>Approved in current year budget?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A Total Cost: <u>Click or tap here to enter text.</u> Current year cost: Subsequent year(s) cost:	
<b>Narrative:</b> <u>Processing of Comprehensive Plan Amendments utilizes existing staff time and resources. No additional costs are associated with the adoption of this proposal.</u>	
<b>Funding Source</b> <input type="checkbox"/> One-time <input type="checkbox"/> Recurring <input checked="" type="checkbox"/> N/A	



Specify funding source: Select Funding Source\*

Is this funding source sustainable for future years, months, etc? [Click or tap here to enter text.](#)

**Expense Occurrence**    One-time    Recurring    N/A

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

**Operations Impacts** (If N/A, please give a brief description as to why)

What impacts would the proposal have on historically excluded communities?

Impacts of the proposal, including impacts on vulnerable communities, were evaluated through the South Logan TOD Final Environmental Impact Statement adopted by Council (RES 2024-0015). The intent of the proposal, in alignment with the South Logan TOD Plan, is to support high quality transit, increase housing capacity and diversity, and promote affordability along the City Line bus rapid transit in the South Logan area, increasing access to existing multimodal transportation options.

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

The proposal is a land use and zoning map change and does not guarantee future development of the subject properties. The South Logan TOD Plan reviewed and analyzed environmental and social impacts of planned development and development alternatives as part of the process. An analysis of existing conditions established a baseline to inform the project with data on demographics, socioeconomics, housing and market conditions, land use and zoning, and infrastructure needs. The proposal is implementing the adopted Plan with no additional data collection. However, the Planning & Economic Development Department generally follows these proposals to track whether the subject properties develop in the future.

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

As stated above, the department generally tracks these proposals to see if they develop. Doing so allows for informed revisions to ensure the efficacy of the program as warranted. Additionally, the Planned Action Ordinance associated with the South Logan TOD Project and based off the proposed land use plan map designations and zones (ORD C36554 approved on July 22, 2024) mandates monitoring with a full review no later than five years from the effective date, ensuring department tracking throughout the South Logan TOD Subarea and relevant policies.

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

The South Logan TOD Plan (RES 2024-0015), adopted by City Council in January 2024, consisted of a 20-month subarea planning process which established a coordinated framework and community vision for encouraging mixed-use, walkable places in the South Logan Study Area and identified desired land use and zoning designations for the subarea. This proposal is consistent with numerous Comprehensive Plan Policies, which can be found in the staff report, including **LU 1.4 Higher Intensity Residential Areas** and **LU 3.2 Centers and Corridors**, and implements the desired land use and zoning conditions identified by the South Logan TOD Plan. After reviewing the criteria set forth in SMC 17G.020.030, Plan Commission found the proposal consistent with the Comprehensive Plan and all applicable review criteria, voting to recommend City Council approval of the proposal.

Ordinance No. C36614

AN ORDINANCE RELATING TO PROPOSAL FILE Z24-105COMP AMENDING MAP LU 1, LAND USE PLAN MAP, OF THE CITY'S COMPREHENSIVE PLAN FROM "RESIDENTIAL LOW," "RESIDENTIAL MODERATE," "INSTITUTIONAL," "GENERAL COMMERCIAL," "CENTER AND CORRIDOR TRANSITION AREA," AND "CENTER AND CORRIDOR CORE AREA" TO "RESIDENTIAL MODERATE," "RESIDENTIAL HIGH," "INSTITUTIONAL," AND "CENTER AND CORRIDOR CORE AREA" FOR APPROXIMATELY 361 ACRES, CONSISTING OF 604 PARCELS, IN THE SOUTH LOGAN STUDY AREA, AS DEFINED BY THE SOUTH LOGAN TOD PLAN (RES 2024-0015); AND AMENDING THE ZONING MAP FROM "R1," "R2," "RESIDENTIAL MULTIFAMILY (RMF)," "RESIDENTIAL HIGH DENSITY, 55-FOOT HEIGHT LIMIT (RHD-55)," "OFFICE RETAIL, 55-FOOT HEIGHT LIMIT (OR-55)," "GENERAL COMMERCIAL, 150-FOOT HEIGHT LIMIT (GC-150)," "CONTEXT AREA 1/2/3/4" (HAMILTON FORM BASED CODE), AND "CENTERS AND CORRIDORS, DISTRICT CENTER (CC1-DC)" TO "RESIDENTIAL MULTIFAMILY, 40-FOOT HEIGHT LIMIT (RMF-40)," "RESIDENTIAL HIGH DENSITY, 55-FOOT HEIGHT LIMIT (RHD-55)," "RESIDENTIAL HIGH DENSITY, 75-FOOT HEIGHT LIMIT (RHD-75)," "CONTEXT AREA 1 (CA1)" (HAMILTON FORM-BASED CODE), AND "CENTERS AND CORRIDORS, EMPLOYMENT CENTER (CC1-EC)."

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

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

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

WHEREAS, City Council adopted the Transit Oriented Development ("TOD") Framework Action Plan (RES 2022-0039) in May 2022, identifying strategies best suited to Spokane for supporting TOD along new High-Performance Transit lines, including a focus on South Logan; and

WHEREAS, the City completed a 20-month planning and public engagement process to review existing conditions and regulations, establish a coordinated framework and community vision for encouraging mixed-use, walkable places, and study environmental impacts of planned development in the South Logan Study Area; and

WHEREAS, the City provided opportunities for meaningful public involvement and review in the South Logan TOD Plan and Environmental Impact Statement ("EIS")

process, including a community meeting consistent with RCW 43.21C.440; considered all comments received; and, as appropriate, modified the proposal or mitigation measures in response to comments, resulting in the Preferred Alternative analyzed in the Final Environmental Impact Statement (“FEIS”); and

WHEREAS, on January 29, 2024, Spokane City Council adopted by resolution (RES 2024-0015) the Final South Logan TOD Plan and FEIS as a declaration of the subarea’s desired future condition; and

WHEREAS, Proposal Z24-105COMP intends to implement the vision adopted in the Final South Logan TOD Plan and FEIS,

WHEREAS, Proposal Z24-105COMP seeks to amend the Land Use Plan Map of the City’s Comprehensive Plan for 361 acres, consisting of 604 parcels, from “Residential Low,” “Residential Moderate,” “Institutional,” “General Commercial,” “Center and Corridor Transition Area,” and “Center and Corridor Core Area” to “Residential Moderate,” “Residential High,” “Institutional,” and “Center and Corridor Core Area;” and

WHEREAS, Proposal Z24-105COMP seeks to amend the zoning map for the subject properties from “R1,” “R2,” “Residential Multifamily (RMF),” “Residential High Density, 55-Foot Height Limit (RHD-55),” “Office Retail, 55-Foot Height Limit (OR-55),” “General Commercial, 150-Foot Height Limit (GC-150),” “Context Area 1/2/3/4” (Hamilton Form Based Code), and “Centers And Corridors, District Center (CC1-DC)” to “Residential Multifamily, 40-Foot Height Limit (RMF-40),” “Residential High Density, 55-Foot Height Limit (RHD-55),” “Residential High Density, 75-Foot Height Limit (RHD-75),” “Context Area 1 (Ca1)” (Hamilton Form-Based Code), And “Centers And Corridors, Employment Center (CC1-EC);” and

WHEREAS, City Council adopted RES 2024-0029 on March 25, 2024, including Proposal Z24-105COMP in the 2024 Comprehensive Plan Amendment Work Program; and

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

WHEREAS, the Spokane Plan Commission held a workshop to study the proposal on June 12, 2024; and

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

WHEREAS, a staff report for Proposal Z24-105COMP reviewing all the criteria relevant to consideration of the proposal was published on September 20, 2024 and sent to all applicants, commenters, and the Plan Commission; and

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

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

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

WHEREAS, the Spokane Plan Commission found that Proposal Z24-105COMP is consistent with and implements the Comprehensive Plan; and

WHEREAS, the Spokane Plan Commission found that Proposal Z24-105COMP meets the final review criteria for Comprehensive Plan Amendments delineated in Spokane Municipal Code 17G.020.030; and

WHEREAS, the Spokane Plan Commission voted 9 to 0 to recommend approval of Proposal Z24-105COMP; and

WHEREAS, the City Council adopts the recitals set forth herein as its findings and conclusions in support of its adoption of this ordinance and further adopts the findings, conclusions, and recommendations from the Planning Services Staff Report and the City of Spokane Plan Commission for the same purposes; --

NOW, THEREFORE, THE CITY OF SPOKANE DOES ORDAIN:

1. Approval of the Proposal. Proposal Z24-105COMP is approved.
2. Amendment of the Land Use Map. Comprehensive Plan Map LU 1, Land Use Plan Map, is amended from "Residential Low," "Residential Moderate," "Institutional," "General Commercial," "Center and Corridor Transition Area," and "Center and Corridor Core Area" to "Residential Moderate," "Residential High," "Institutional," and "Center and Corridor Core Area" for the 361-acre South Logan Study Area, as shown in Exhibit B.
3. Amendment of the Zoning Map. The City of Spokane Zoning Map is amended from "R1," "R2," "Residential Multifamily (RMF)," "Residential High Density, 55-Foot Height Limit (RHD-55)," "Office Retail, 55-Foot Height Limit (OR-55)," "General Commercial, 150-Foot Height Limit (GC-150)," "Context Area 1/2/3/4" (Hamilton Form Based Code), and "Centers And Corridors, District Center (CC1-

DC)” to “Residential Multifamily, 40-Foot Height Limit (RMF-40),” “Residential High Density, 55-Foot Height Limit (RHD-55),” “Residential High Density, 75-Foot Height Limit (RHD-75),” “Context Area 1 (Ca1)” (Hamilton Form-Based Code), And “Centers And Corridors, Employment Center (CC1-EC),” as shown in Exhibit C.

PASSED BY THE CITY COUNCIL ON \_\_\_\_\_, 2024.

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

Attest:

Approved as to form:

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

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

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





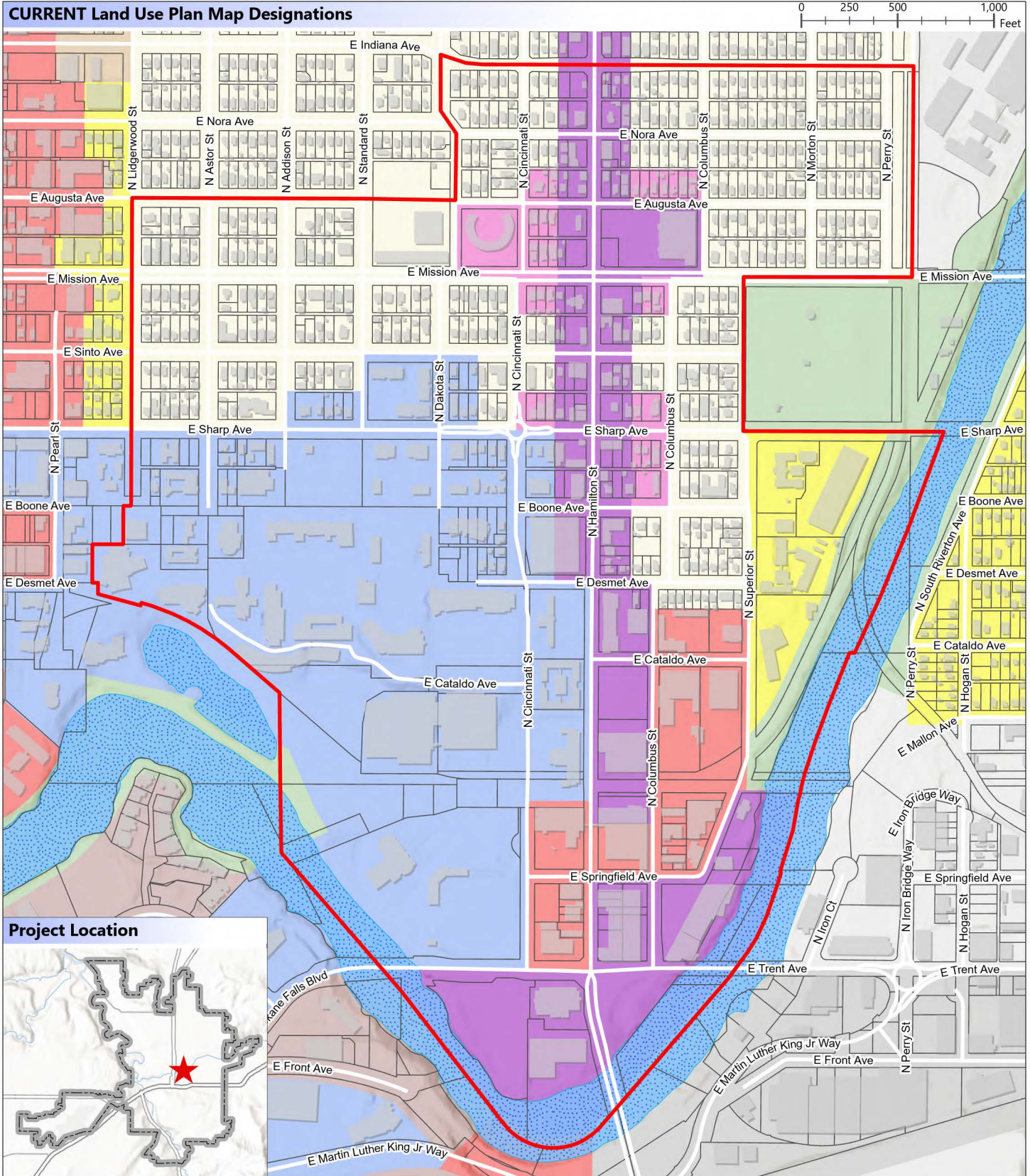
# Exhibit B1: Current Land Use Plan Map

Department of Planning & Economic Development



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.

Drawing Scale: 1:8,500



### Project Location



- |              |           |                         |               |                    |                  |
|--------------|-----------|-------------------------|---------------|--------------------|------------------|
| Project Area | Parcel    | Conservation Open Space | Office        | General Commercial | Heavy Industrial |
| Buildings    | Waterbody | Residential Low         | CC Core       | Downtown           | Institutional    |
|              |           | Residential Moderate    | CC Transition | Light Industrial   |                  |









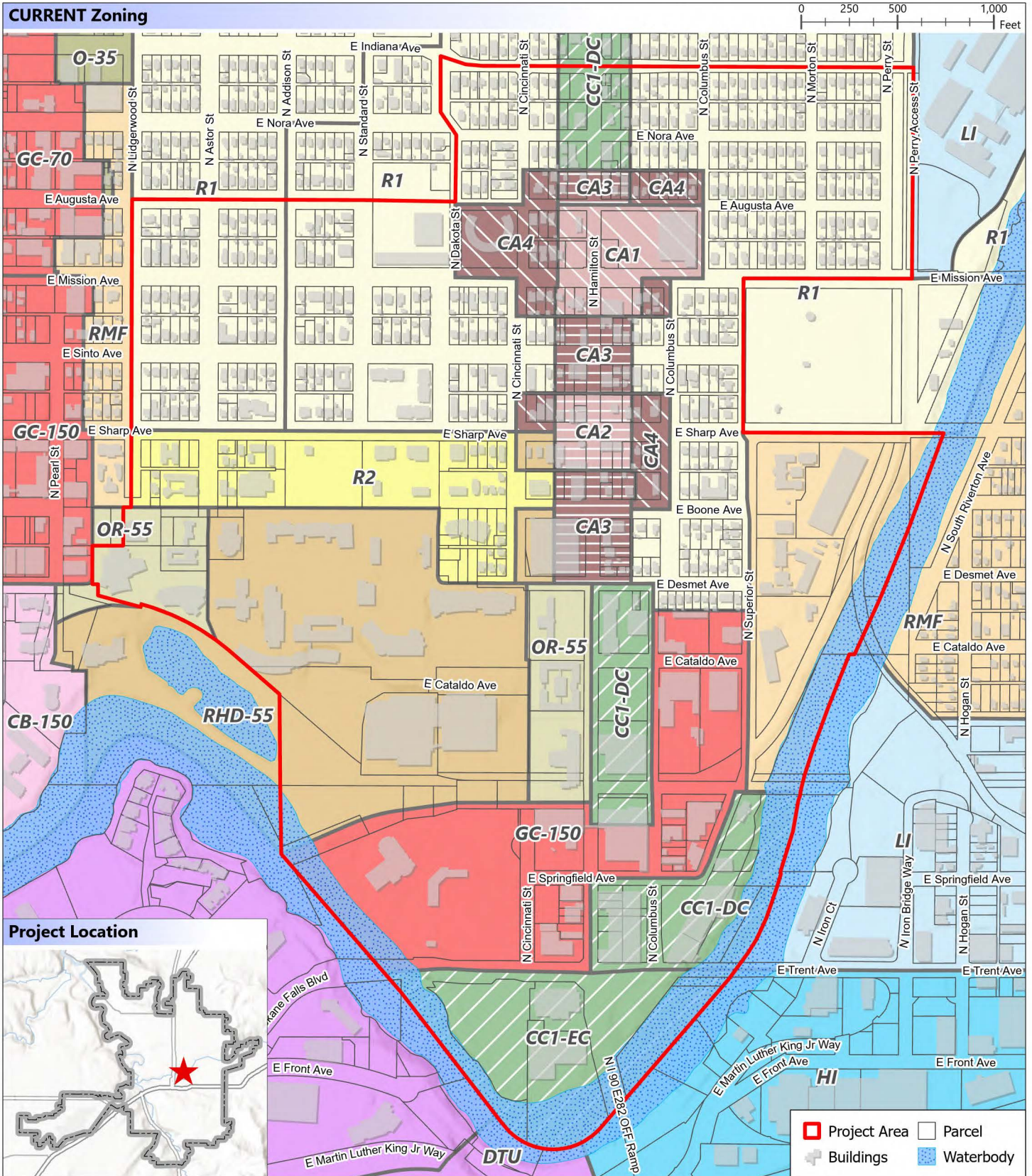
# Exhibit C1: Current Zoning

Department of Planning & Economic Development



Drawing Scale: 1:8,500

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.



Center and Corridor Type 1	Downtown University	Context Area 3	Heavy Industrial	Office Retail	Residential 2
Center and Corridor Type 2	Context Area 1	Context Area 4	Light Industrial	Residential High Density	Residential 1
Community Business	Context Area 2	General Commercial	Office	Residential Multifamily	









**PLAN COMMISSION FINDINGS OF FACT, CONCLUSIONS, AND  
RECOMMENDATIONS ON COMPREHENSIVE PLAN AMENDMENT  
FILE Z24-105COMP (SOUTH LOGAN TOD IMPLEMENTATION)**

A Recommendation of the Spokane Plan Commission to the City Council to APPROVE the Comprehensive Plan Amendment proposal seeking to amend the land use plan map designation from “Residential Low,” “Residential Moderate,” “Institutional,” “General Commercial,” “Center and Corridor Transition Area,” and “Center and Corridor Core Area” to “Residential Moderate,” “Residential High,” “Institutional,” and “Center and Corridor Core Area” for the 361 acre South Logan Study Area, as identified by the South Logan TOD Plan. The zoning designation requested is “Residential Multifamily, 40-foot height limit (RMF-40),” “Residential High Density, 55-foot height limit (RHD-55),” “Residential High Density, 75-foot height limit (RHD-75),” “Context Area 1 (CA1)” (Hamilton Form-Based Code), and “Centers and Corridors, Employment Center (CC1-EC).”

**FINDINGS OF FACT:**

- A. The City of Spokane adopted a Comprehensive Plan in May of 2001 that complies with the requirements of the Growth Management Act (“GMA”).
- B. Under GMA, comprehensive plans generally may be amended no more frequently than once a year, and all amendment proposals must be considered concurrently in order to evaluate for their cumulative effect.
- C. The City of Spokane prepared the Transit-Oriented Development (“TOD”) Framework Action Plan, adopted by resolution in May 2022 under City Council Resolution RES 2022-0039, identifying strategies best suited to Spokane for supporting TOD along new High-Performance Transit lines, including a focus on South Logan.
- D. Following the Framework Action Plan, the City initiated a 20-month planning and public engagement process to review existing conditions and regulations, establish a coordinated framework and community vision for encouraging mixed-use, walkable places, and study environmental impacts of planned development in the South Logan Study Area.
- E. The City provided opportunities for meaningful public involvement and review in the South Logan Transit-Oriented Development (TOD) Plan and Environmental Impact Statement (EIS) process, including a community meeting consistent with RCW 43.21C.440; considered all comments received; and, as appropriate, modified the proposal or mitigation measures in response to comments, resulting in the Preferred Alternative analyzed in the Final Environmental Impact Statement (FEIS).
- F. The *Final South Logan TOD Plan* and *Final Environmental Impact Statement (FEIS)* were published on November 30, 2023, for final consideration.

- G. On January 29, 2024, Spokane City Council adopted by resolution (RES 2024-0015) the Final South Logan TOD Plan and FEIS as a declaration of the subarea’s desired future condition.
- H. The South Logan Study Area, identified in the South Logan TOD Plan, is generally bounded by E Augusta Avenue and E Indiana Avenue to the north, N Perry Street and the Spokane River to the east, the Spokane River to the south, and N Lidgerwood Street to the west. It is comprised of urban development with a mix of residential, commercial, institutional, and public uses, as well as vacant properties.
- I. Comprehensive Plan amendment proposal Z24-105COMP (the “Proposal”) is a city sponsored proposal intended to implement the land use and zoning changes envisioned by the South Logan TOD Plan.
- J. The Proposal seeks to amend the land use plan map designation for the 361-acre South Logan Study Area from “Residential Low”, “Residential Moderate”, “Institutional”, “General Commercial”, “Center and Corridor Transition Area”, and “Center and Corridor Core Area” to “Residential Moderate”, “Residential High”, “Institutional” and “Center and Corridor Core Area” with a corresponding change in zoning from “R1”, “R2”, “RMF”, “Residential High Density, 55-foot height limit (RHD-55)”, “Office Retail, 55-foot height limit (OR-55)”, “General Commercial, 150-foot height limit (GC-150)”, “CA1/CA2/CA3/CA4” (Hamilton Form-Based Code), “Centers and Corridors Type 1, District Center (CC1-DC)”, and “Centers and Corridors Type 1, Employment Center (CC1-EC)” to “Residential Multifamily, 40-foot height limit (RMF-40)”, “Residential High Density, 55-foot height limit (RHD-55)”, “Residential High Density, 75-foot height limit (RHD-75)”, “CA1” (Hamilton Form-Based Code), and “Centers and Corridors Type 1, Employment Center (CC1-EC)”.
- K. On March 25, 2024, the City Council adopted Resolution RES 2024-0029 establishing the 2024 Comprehensive Plan Amendment Work Program and included the Proposal in the Work Program.
- L. On March 28, 2024, staff presented the 2023/2024 Comprehensive Plan Amendment Work Program to the Community Assembly Land Use Subcommittee on, including details regarding the Application, and provided information on the required process, upcoming Plan Commission Workshops, and how to submit comments.
- M. On May 7, 2024, staff requested comments from agencies, departments, and neighborhood councils. The comment period ended on May 21, 2024. By the end of the comment period, comments were received from the Logan Neighborhood Council, the Spokane Tribe of Indians, and the Wastewater Management Department.
- N. On June 10, 2024, Notice of Application was mailed to all properties, owners, and taxpayers within a 400-foot radius of the subject Properties and any adjacent properties with the same ownership. The notice was also published in the Spokesman Review on both June 10, 2024, and June 17, 2024. The Notice of Application initiated a 60-day public comment period from June 10, 2024, to August 9, 2024, during which one comment was received, as included in the staff report.
  - 1. A total of 5 public comments were received by October 8, 2024, at 5pm. Comments received after the issuance of the staff report were provided to Plan Commission directly by City staff.

- O. On June 12, 2024, the Spokane City Plan Commission held a workshop to study the Application.
- P. On September 17, 2024, the Washington State Department of Commerce and appropriate state agencies were given the required 60-day notice of intent to adopt before adoption of any proposed changes to the Comprehensive Plan.
- Q. On September 20, 2024, staff published a report addressing SEPA and providing staff’s analysis of the merits of the Proposal, copies of which were circulated as prescribed by SMC 17G.020.060B.8. Staff’s analysis of the Application recommended approval of the Application.
- R. A Notice of Plan Commission Hearing was published on September 25, 2024, in the Official Gazette and on September 25, 2024, and October 2, 2024, in the Spokesman Review.
- S. On September 25, 2024, a Notice of Public Hearing was mailed to all property owners and taxpayers of record, as shown by the most recent Spokane County Assessor’s record, and occupants of addresses of property located within a four-hundred-foot radius of any portion of the boundary of the subject Properties.
- T. On October 9, 2024, the Plan Commission held a public hearing on the Application, including the taking of verbal testimony, closing the verbal and written record, conducting deliberation on the application, and voting to recommend the City Council Approve this application.
  - 1. One member of the public testified in opposition citing concerns about historic homes, parking around Gonzaga University, and traffic.
- U. As a result of the City’s efforts, pursuant to the requirements of SMC 17G.020.070, the public has had extensive opportunities to participate throughout the process and persons desiring to comment were given an opportunity to do so.
- V. Except as may be otherwise indicated herein, the Plan Commission adopts the findings and analysis set forth in the Staff Report prepared for the Application (the “Staff Report”).
- W. The Plan Commission finds that the proposal meets the intent and requirements of the Comprehensive Plan, most specifically Policies LU 1.4, Higher Density Residential Uses, and LU 3.2, Centers and Corridors, and implements the South Logan TOD Plan adopted by City Council.
- X. The Plan Commission finds that the proposal meets the decision criteria established by SMC 17G.020.030, as described in the Staff Report.

**CONCLUSIONS:**

Based upon the application materials, staff analysis (which is hereby incorporated into these findings, conclusions, and recommendation), SEPA review, agency and public comments received, and public testimony presented regarding application File No. Z24-105COMP, the Plan Commission makes the following conclusions with respect to the review criteria outlined in SMC 17G.020.030:

- 1. The Application was submitted in a timely manner and added to the 2023/2024 Annual Comprehensive Plan Amendment Work Program, and the final review application was submitted as provided in SMC 17G.020.050(D).

2. Interested agencies and the public have had extensive opportunities to participate throughout the process and persons desiring to comment have been given that opportunity to comment.
3. The Application is consistent with the goals and purposes of GMA.
4. Any potential infrastructure implications associated with the Application will either be mitigated through projects reflected in the City's relevant six-year capital improvement plans or through enforcement of the City's development regulations at time of development.
5. As outlined in above in the Findings of Fact, the Application is internally consistent as it pertains to the Comprehensive Plan, as described in SMC 17G.020.030.E.
6. The Application is consistent with the Countywide Planning Policies for Spokane County, the comprehensive plans of neighboring jurisdictions, applicable capital facilities plans, the regional transportation plan, and official population growth forecasts.
7. The Application has been considered simultaneously with the other proposals included in the 2024 Annual Comprehensive Plan Amendment Work Program in order to evaluate the cumulative effect of all the proposals.
8. SEPA review was completed for the Application.
9. The Application will not adversely affect the City's ability to provide the full range of urban public facilities and services citywide at the planned level of service, or consume public resources otherwise needed to support comprehensive plan implementation strategies.
10. The Application proposes a land use designation that is in conformance with the appropriate location criteria identified in the comprehensive plan (e.g., compatibility with neighboring land uses, proximity to arterials, etc.).
11. The proposed map amendment and site is suitable for the proposed designation.
12. The map amendment would implement applicable comprehensive plan policies better than the current map designation.

#### **RECOMMENDATIONS:**

In the matter of Z24-105COMP, a request by the City of Spokane to change the land use plan designation of 361 acres of land from "Residential Low", "Residential Moderate", "Institutional", "General Commercial", "Center and Corridor Transition Area", and "Center and Corridor Core Area" to "Residential Moderate", "Residential High", "Institutional" and "Center and Corridor Core Area" with a corresponding change in zoning from "R1", "R2", "RMF", "RHD-55", "OR-55", "GC-150", "CA1/CA2/CA3/CA4" (Hamilton Form-Based Code), "CC1-DC", and "CC1-EC" to "RMF-40", "RHD-55", "RHD-75", "CA1" (Hamilton Form-Based Code), and "CC1-EC". Based upon the above listed findings and conclusions, by a vote of **9 to 0**, the Spokane Plan Commission recommends City Council **APPROVE** the requested amendment to the Land Use Plan Map of the City's Comprehensive Plan with corresponding amendment to the City's Zoning Map and authorizes the President to prepare and sign on the Commission's behalf a written decision setting forth the Commission's findings, conclusions, and recommendation on the application.

Greg Francis  
Greg Francis (Oct 22, 2024 15:13 PDT)

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**Greg Francis, President**  
Spokane Plan Commission  
Date: Oct 22, 2024







# PC Findings and Conclusions - Z24-105COMP

Final Audit Report

2024-10-22

Created:	2024-10-22
By:	Angela McCall (amccall@spokanecity.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA1VM9BcZyeXQJPeUk-PessO7hesv5gRNx

## "PC Findings and Conclusions - Z24-105COMP" History

-  Document created by Angela McCall (amccall@spokanecity.org)  
2024-10-22 - 5:24:25 PM GMT
-  Document emailed to gfrancis@spokanecity.org for signature  
2024-10-22 - 5:24:53 PM GMT
-  Email viewed by gfrancis@spokanecity.org  
2024-10-22 - 10:13:10 PM GMT
-  Signer gfrancis@spokanecity.org entered name at signing as Greg Francis  
2024-10-22 - 10:13:48 PM GMT
-  Document e-signed by Greg Francis (gfrancis@spokanecity.org)  
Signature Date: 2024-10-22 - 10:13:50 PM GMT - Time Source: server
-  Agreement completed.  
2024-10-22 - 10:13:50 PM GMT



## 2023/2024 Comprehensive Plan Amendments

**STAFF REPORT FOR FILE Z24-105COMP (SOUTH LOGAN TOD)**

Department of Neighborhood and Planning Services

The following staff report concerns a proposed amendment to the City's current Comprehensive Plan. The proposal is to amend the land use plan map designation and zoning of one or more parcels in the City of Spokane. Amendments to the Comprehensive Plan are enabled by Spokane Municipal Code (SMC) 17G.020 and Revised Code of Washington (RCW) 36.70A.130.

**I. PROPERTY SUMMARY**

<b>Parcel(s):</b>	Multiple, See <b>Exhibit J</b>
<b>Address(es):</b>	Multiple, See <b>Exhibit J</b>
<b>Property Size:</b>	Approximately 361 acres
<b>Legal Description:</b>	Multiple
<b>General Location:</b>	South Logan Subarea, which is generally bounded by E Augusta Avenue and E Indiana Avenue on the north, N Perry Street and the Spokane River on the east, the Spokane River on the south, and N Lidgerwood Street on the west.
<b>Current Use:</b>	Varies, including commercial, residential, institutional, and public uses.

**II. APPLICANT SUMMARY**

This application is a city-sponsored proposal.

<b>Staff contact</b>	KayCee Downey, Planning Services, <a href="mailto:kdowney@spokanecity.org">kdowney@spokanecity.org</a>
<b>Property Owner:</b>	Multiple

**III. PROPOSAL SUMMARY**

<b>Current Land Use Designation:</b>	Multiple, See Exhibit B
<b>Proposed Land Use Designation:</b>	Multiple, See Exhibit B
<b>Current Zoning:</b>	Multiple, See Exhibit C
<b>Proposed Zoning:</b>	Multiple, See Exhibit C
<b>SEPA Status:</b>	A Final Environmental Impact Statement (FEIS) was adopted as part of the South Logan TOD planning process on January 29, 2024. <sup>1</sup> The proposed land use and zoning changes are consistent with the FEIS, with mitigation already identified for the potential

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<sup>1</sup> RES 2024-0015

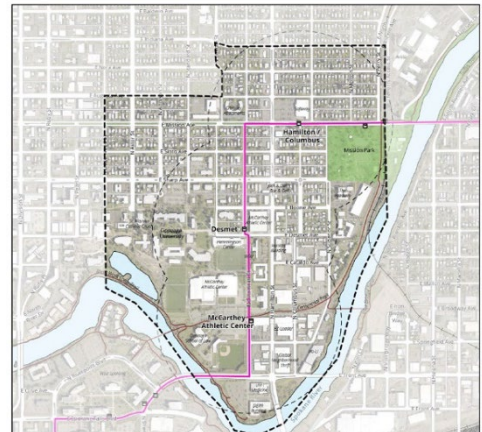


	development. As such, a separate SEPA threshold determination is not required for this proposal.
<b>Plan Commission Hearing Date:</b>	October 9, 2024
<b>Staff Recommendation:</b>	<b>Approve</b>

#### IV. BACKGROUND INFORMATION

1. **General Proposal Description:** Pursuant to the procedures established by Spokane Municipal Code (SMC) 17G.020, enabled by Revised Code of Washington (RCW) 36.70A.130, the City of Spokane proposes to amend the land use plan map designation (Map LU-1 of the Comprehensive Plan) of numerous properties within the South Logan Subarea from “Residential Low”, “Residential Moderate”, “Institutional”, “General Commercial”, “Center and Corridor Transition Area”, and “Center and Corridor Core Area” to “Residential Moderate”, “Residential High”, “Institutional” and “Center and Corridor Core Area”. The exact mix of proposed land use plan map designations is shown in **Exhibit B**.

The South Logan TOD Project was initiated by the City in early 2022 to support more connectivity and livability in the South Logan Subarea for the community, businesses, and organizations in the Logan Neighborhood. Three City Line stations are located within the subarea, with a mix of uses existing within the area, including residential, commercial, and universities as well as a mix of zones including Center and Corridor and Spokane’s only pilot Form-Based Code. Throughout a 20-month planning process, which included the development and review of four project alternatives, a range of subject matter experts and community members provided input towards the Preferred Alternative, off which the [South Logan TOD Plan](#) and [FEIS](#) were based. The South Logan TOD Plan and FEIS were recommended for approval by the Spokane Plan Commission on December 13, 2023 and were ultimately approved through Resolution by City Council on January 29, 2024. The intent of this proposal is to implement the South Logan TOD Plan<sup>2</sup>.



*The South Logan Subarea extends North to Indiana Avenue and South to the river, and includes Mission Park, Gonzaga University, and portions of Mission Avenue and Hamilton Street.*

2. **Site Description and Physical Conditions:** The proposal represents the entire South Logan Subarea, an area of approximately 361-acres generally bounded by E Augusta Avenue and E Indiana Avenue on the north, N Perry Street and the Spokane River on the east, the Spokane River on the south, and N Lidgerwood Street on the west. The Subarea includes existing residential, commercial, institutional, and public uses, as well as vacant properties.
3. **Property Ownership:** All proposed changes would occur within the South Logan Subarea, which includes approximately 604 parcels owned by numerous individuals and entities. All property owners of record in the Subarea were informed of the proposal during the South Logan TOD Plan planning

<sup>2</sup> Spokane City Council Resolution 2024-0015

process and via a direct mailing as part of the 2023/2024 Comprehensive Plan Amendment noticing process.

4. **Adjacent Property Improvements and Uses:** The proposals are surrounded by existing development of multiple types, including residential, commercial, institutional, and open space uses. To the east and south of the project area lies the Spokane River, with residential, institutional, commercial, and downtown uses located across the river. To the north exists predominately residential uses with Center and Corridor uses along Hamilton. To the west there is a range of pre-existing residential and commercial uses.
5. **Street Class Designations:** Numerous streets are located within the South Logan Subarea. The southern portion of the of the area includes the ramp for N I 90. N Hamilton Street, E Spokane Falls Boulevard, and E Mission Avenue are all Urban Principal Arterials. Principle arterials are designed to permit relatively unimpeded traffic flow between major traffic generators. Portions of E Sharp Avenue are designated as an Urban Minor Arterial. Minor arterials are designed to provide less mobility than principal arterials and greater access to adjacent properties. The remaining streets are Urban Local Access. The primary function of local access streets is to provide access to adjacent property.
6. **Current Land Use Designation and History:** As shown in **Exhibit B**, the current land use plan map designations include areas of “Residential Low”, “Residential Moderate”, “Institutional”, “General Commercial”, “Center and Corridor Transition Area”, and “Center and Corridor Core Area”.
7. **Proposed Land Use Designation:** As shown in **Exhibit B**, the proposals are to amend the land use plan map designations to “Residential Moderate”, “Residential High”, “Institutional” and “Center and Corridor Core Area”. Of note, the majority of properties within the South Logan Subarea (but not all) would be affected by the proposed land use plan map designation change. A full list of properties *not affected* can be found in **Exhibit K**.
8. **Current Zoning and History:** As shown in **Exhibit C**, the current zoning of the subject properties varies, including areas of “R1”, “R2”, “RMF”, “RHD-55”, “OR-55”, “GC-150”, “CA1/CA2/CA3/CA4” (Hamilton Form-Based Code), “CC1-DC”, and “CC1-EC”.
9. **Proposed Zoning:** As shown in **Exhibit C**, the proposal seeks to amend the zoning to “RMF-40”, “RHD-55”, “RHD-75”, “CA1” (Hamilton Form-Based Code), and “CC1-EC”. Of note, the majority of properties within the South Logan Subarea (but not all) are being affected by the proposed zoning change. A full list of properties not affected can be found in **Exhibit K**.

**V. APPLICATION PROCESS AND PUBLIC COMMENT**

1. **Key Steps:** The application is being processed according to SMC 17G.060, including the following steps:

Annual Work Program Set<sup>3</sup> ..... March 25, 2024  
 Agency/Department Comment Period Ended ..... May 21, 2024

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<sup>3</sup> Spokane City Council Resolution 2022-0029

Notice of Application Posted .....	June 10, 2024
Plan Commission Workshop .....	June 12, 2024
East Central Neighborhood Council Presentation .....	July 17, 2024
60-Day Public Comment Period Ended .....	August 9, 2024
Notice of Public Hearing Posted .....	September 25, 2024
Plan Commission Hearing Date (Scheduled) .....	October 9, 2024

**Comments Received:** A request for comments was issued to City departments, local agencies, and departments, along with pertinent application details, on May 7, 2024. By the close of the agency comment period on May 22, 2024, two comments were received. The Spokane Tribe of Indians Tribal Historic Preservation Office noted that if and when development occurs, any inadvertent discoveries would require collaboration with their office. Of note, any future projects submitted under the recently approved South Logan TOD Planned Action Ordinance, which covers the geographic area proposed for land use plan map designation amendments and corresponding rezones, would be required to have an Inadvertent Discovery Plan in place. The City of Spokane Wastewater Management Department submitted comments requesting analysis of increased wastewater flow generation. That analysis of wastewater and capacity was conducted as part of the Environmental Impact Statement conducted during the South Logan TOD Plan development, details of which have been forwarded to the Wastewater Department.

The Logan Neighborhood Council provided comments that were received on June 2, 2024, with additional comments received June 22, 2024. The Logan Neighborhood Council referenced a letter submitted January 26, 2024 during the South Logan TOD Plan and FEIS resolution process, which at the time raised concerns over the increased intensity recommended by the plan. The new comments, dated June 1, 2024, reiterate the concerns over intensity and make a specific request to alter the proposed zoning around Mission park from Residential High Density (RHD) to Residential Multi-Family (RMF), changing the height modifier from 75-feet to 35-feet.

Following the agency/department comment period, a Notice of Application was issued on June 3, 2024 by mail to all properties and owners within a 400-foot radius of the subject properties. Notice was also posted in the Spokesman Review.

Public comments were submitted by two residents related to the proposal (see **Exhibit I**). Concerns over the height limits, both around Mission Park and in the southern portion of the Study Area were expressed, with a request to reduce the selected Employment Center height maximum and to rezone the properties around Mission Park to RMF-35, rather than the proposed RHD-75. Of note, the southern portion already has the proposed height of 150-feet for a number of parcels, with a slight expansion proposed in alignment with the South Logan TOD Plan. The second commenter raised concerns about the purpose and benefit of the proposed changes. The intent of the proposals can be found in the South Logan TOD Plan (see **Exhibit F**), which found the increased capacity anticipated with the proposed land use and zone changes to have the potential to support greater housing choice which in turn can support income diversity. The Final Environmental Impact Statement can also be referenced for parking and traffic analysis (see **Exhibit G**).

2. **Public Workshop:** A public workshop with the Spokane Plan Commission was held on June 12, 2024, during which the particulars of the proposal were presented to the Plan Commission for their consideration and discussion.

## VI. APPLICATION REVIEW AND ANALYSIS

1. **Guiding Principles:** SMC 17G.020.010 provides the following guiding principles for the annual comprehensive plan amendment process:
  - A. Keep the comprehensive plan alive and responsive to the community.
  - B. Provide for simultaneous review of proposals to allow for cumulative impact analysis of all applications on a City-wide basis and in conjunction with budget decisions.
  - C. Make map adjustments based on a foundation in policy language, consistently applying those concepts citywide.
  - D. Honor the community's long-term investment in the comprehensive plan, through public participation and neighborhood planning processes, by not making changes lightly.
  - E. Encourage development that will enable our whole community to prosper and reinforce our sense of place and feeling of community, in an ecologically, economically, and socially sustainable manner.
  - F. Amendments to the comprehensive plan must result in a net benefit to the general public.
2. **Review Criteria:** SMC 17G.020.030 provides a list of considerations that are to be used, as appropriate, by the applicant in developing an amendment proposal, by planning staff in analyzing a proposal, by the Plan Commission making a recommendation on a proposal, and by the City Council in making a decision on the proposal. Following each of the considerations is staff's analysis relative to the proposed amendment.
  - A. **Regulatory Changes:** *Amendments to the comprehensive plan must be consistent with any recent state or federal legislative actions, or changes to state or federal regulations, such as changes to the Growth Management Act, or new environmental regulations.*

Staff Analysis: Staff reviewed and processed the proposed amendment under the most current regulations contained in the Growth Management Act, the Washington State Environmental Policy Act (SEPA), and the Spokane Municipal Code. Staff is unaware of any recent federal, state, or legislative actions with which the proposals would be in conflict, and no comments were received to this effect from any applicable agencies receiving notice of the proposals.

The proposal satisfies this criterion.

- B. **GMA:** *The change must be consistent with the goals and purposes of the State Growth Management Act.*

Staff Analysis: The Growth Management Act (GMA) details 13 goals to guide the development and adoption of comprehensive plans and development regulations (RCW 36.70A.020, "Planning Goals"), which guided the City's development of its own comprehensive plan and development

regulations. No comments received or other evidence in the record indicates inconsistency between the proposed plan map amendment and the goals and purposes of the GMA. The proposal has been crafted, in part, in consideration of the goals of concentrated urban growth and sprawl reduction. The urban growth planning goal is to encourage development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner. The proposal properties are already served or are located adjacent to existing water, sewer, and power utilities. Additionally, the proposal is associated with the South Logan TOD Plan, which was adopted to leverage the Spokane Transit Authority City Line, a Bus Rapid Transit line that opened the summer of 2023. The proposed land use plan map designation and zoning changes are anticipated to support the infill and redevelopment opportunities along the transit line, increasing the permitted intensity of residential, employment, and recreational uses where infrastructure and development already exists.

The proposal satisfies this criterion.

- C. Financing:** *In keeping with the GMA's requirement for plans to be supported by financing commitments, infrastructure implications of approved comprehensive plan amendments must be reflected in the relevant six-year capital improvement plan(s) approved in the same budget cycle.*

Staff Analysis: The City did not require, nor did any Agency or City Department comment request or require, a traffic impact analysis beyond the analysis found in the adopted FEIS. The subject area is already served by water, sewer, nearby transit service, and adjacent existing City streets. Furthermore, under State and local laws, any subsequent development of the site will be subject to a concurrency determination pursuant to SMC 17D.010.020.

The proposal satisfies this criterion.

- D. Funding Shortfall:** *If funding shortfalls suggest the need to scale back on land use objectives and/or service level standards, those decisions must be made with public input as part of this process for amending the comprehensive plan and capital facilities program.*

Staff Analysis: No evidence of a potential funding shortfall from these proposals has been identified. Though the FEIS adopted as part of the South Logan TOD Project identified potential development mitigation required for projects that may occur as part of the land use plan map designation and zone changes, but that mitigation was not related to a funding shortfall. Accordingly, no funding shortfalls have been identified and no modification of the City's capital facilities program is necessary.

The proposal satisfies this criterion.

- E. Internal Consistency:**

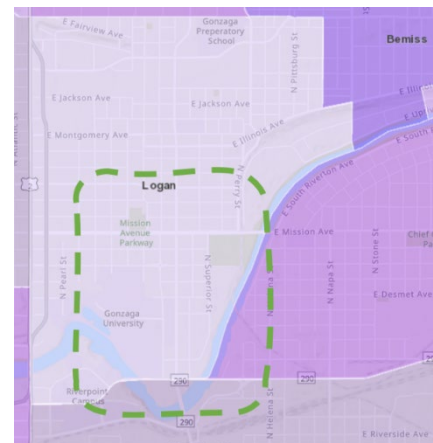
1. *The requirement for internal consistency pertains to the comprehensive plan as it relates to all its supporting documents, such as the development regulations, capital facilities program, shoreline master program, downtown plan, critical area regulations, and any neighborhood planning documents adopted after 2001. In addition, amendments should strive to be consistent with the parks plan, and vice versa. For example, changes to the development regulations must be reflected in consistent adjustments to the goals or*

*policies in the comprehensive plan. As appropriate, changes to the map or text of the comprehensive plan must also result in corresponding adjustments to the zoning map and implementation regulations in the Spokane Municipal Code.*

Staff Analysis: The proposals are internally consistent with applicable supporting documents of the Comprehensive Plan as follows:

- *Development Regulations.* As a non-project proposal, there are no specific plans for development of these sites. The land use plan map designation and zone changes are intended to allow for future development within the area envisioned in the South Logan TOD study and EIS. Any future development will be required to be consistent with the current development regulations at the time of application submittal. The proposal does not result in any non-conforming uses or development and staff finds no reason to indicate that the proposed changes would result in a property that cannot be reasonably developed in compliance with applicable regulations.
- *Capital Facilities Program.* As described in the staff analysis of Criterion C above, no additional infrastructure or capital expenditures by the City are anticipated for this non-project action, and it is not anticipated that the City’s integrated Capital Facilities Program would be affected by the proposals. Any future development would be required to provide infrastructure improvements as deemed necessary.
- *Neighborhood Planning Documents Adopted after 2001.* The Logan Neighborhood began their planning process in March of 2012 with the “Logan Neighborhood Identity Plan,” subsequently adopted by City Council<sup>4</sup> on May 12, 2014. The Identity Plan focuses on discernible neighborhood identity through streetscape elements. The streetscape elements include intersection and controlled crosswalk paving, curb ramps, alternative wide-radius curb ramps, street lighting, street signage, and neighborhood identification signage.

The proposed land use plan map designation and zone changes do not appear to conflict with the Identify Plan. In fact, the proposal includes refining and expanding the Hamilton Form-Based Code zoning, which is a pilot form-based code established alongside the Identify Plan and includes specific streetscape standards. As such, future development in this location would likely be supportive of the features identified in the Identify Plan.



*The subject properties are located in the southern portion of the Logan neighborhood council boundaries, with the most southern portion of the Subarea located within the East Central neighborhood council boundaries.*

<sup>4</sup> RES 2014-0053

The East Central Neighborhood did not develop a neighborhood or identify plan, but instead worked on the “Ben Burr Trail Improvement Project”. The proposal would not intersect or conflict with the trailhead project.

- *Miscellaneous Comprehensive Plan Goals and Policies.* Staff has compiled a list of Comprehensive Plan Goals and Policies which bear on the proposal, listed in **Exhibit E** of this report. Further discussion of these policies is provided under section K.2 below.

The proposal satisfies this criterion.

2. *If a proposed amendment is significantly inconsistent with current policy within the comprehensive plan, an amendment proposal must also include wording that would realign the relevant parts of the comprehensive plan and its other supporting documents with the full range of changes implied by the proposal.*

Staff Analysis: The proposal is generally consistent with current comprehensive plan policies, as described in further detail in the staff analysis of Criterion K.2 below and other criteria in this report. Additionally, the proposals are consistent with the South Logan TOD Plan, which upon adoption by resolution, was found to meet current comprehensive plan policies. Therefore, no amendment to policy wording is necessary and this criterion does not apply to the subject proposals.

The proposal satisfies this criterion.

- F. **Regional Consistency:** *All changes to the comprehensive plan must be consistent with the countywide planning policies (CWPP), the comprehensive plans of neighboring jurisdictions, applicable capital facilities or special district plans, the regional transportation improvement plan, and official population growth forecasts.*

Staff Analysis: The proposed change in land use designations affects a relatively small area within an existing urbanized area, with no foreseeable implications to regional or inter-jurisdictional policy issues. Analysis during the South Logan TOD Plan and FEIS process found no regional conflicts of the Preferred Alternative, from which the proposed land use plan map designations and corresponding rezones are derived. No comments have been received from any agency, City department, or neighboring jurisdiction which would alter that determination of regional consistency.

The proposal satisfies this criterion.

- G. **Cumulative Effect:** *All amendments must be considered concurrently in order to evaluate their cumulative effect on the comprehensive plan text and map, development regulations, capital facilities program, neighborhood planning documents, adopted environmental policies and other relevant implementation measures.*

1. **Land Use Impacts:** *In addition, applications should be reviewed for their cumulative land use impacts. Where adverse environmental impacts are identified, mitigation requirements may be imposed as a part of the approval action.*

2. **Grouping:** *Proposals for area-wide rezones and/or site-specific land use plan map amendments may be evaluated by geographic sector and/or land use type in order to facilitate the assessment of their cumulative impacts.*

Staff Analysis: The City is concurrently reviewing this application along with five other applications for comprehensive plan amendments as part of an annual amendment cycle. All six applications are for land use map amendments with attendant rezones. When considered together, these various applications do not interact, nor do they augment or detract from each other. Thus, the cumulative effects of these various applications are minor.

The proposal satisfies this criterion.

**H. State Environmental Protection Act (SEPA):** *SEPA Review must be completed on all amendment proposals and is described in Chapter 17E.050.*

1. **Grouping:** *When possible, the SEPA review process should be combined for related land use types or affected geographic sectors to better evaluate the proposals' cumulative impacts. This combined review process results in a single threshold determination for those related proposals.*
2. **DS:** *If a determination of significance (DS) is made regarding any proposal, that application will be deferred for further consideration until the next applicable review cycle to allow adequate time for generating and processing the required environmental impact statement (EIS).*

Staff Analysis: As part of the process for preparing the South Logan TOD study, the City identified that potential significant impacts could occur from development of this area as envisioned by the study (a "determination of significance"). Accordingly, the City prepared a FEIS for the study and the development envisioned by it, consistent with SEPA requirements. This FEIS was adopted by the City under Council Resolution 2024-0014, along with the South Logan TOD study.

Among the various alternatives considered during the SEPA process, the FEIS reviewed and analyzed a "preferred alternative." This preferred alternative was used to develop the specific recommendations of the South Logan TOD Study. The recommendations of that study were used when crafting the suite of land use plan map and zoning changes proposed by this Comprehensive Plan Amendment. Accordingly, the environmental impacts of this proposal have already been analyzed for any potential environmental impact during the FEIS process and holding this proposal for a year to complete that process, as this criterion suggests, would be unnecessary.

This comprehensive plan amendment implements and does not exceed the development potential reviewed in the FEIS, thus no additional SEPA analysis is required. Any Plan Commission or City Council changes to this proposal that exceed the anticipated intensity of the South Logan Subarea as envisioned in the Plan may require additional environmental review(s). However, there is little indication currently that this will happen.



The proposal satisfies this criterion.

- I. **Adequate Public Facilities:** *The amendment must not adversely affect the City’s ability to provide the full range of urban public facilities and services (as described in CFU 2.1 and CFU 2.2) citywide at the planned level of service, or consume public resources otherwise needed to support comprehensive plan implementation strategies.*

Staff Analysis: This proposal would alter the land-use designation within the South Logan Subarea, which is already served by public facilities and services described in CFU 2.1. These proposed changes in land use plan map designation affect a relatively small area of the city. As a non-project action, the proposal does not directly alter demand for public facilities and services in the vicinity of the site or on a citywide basis, but future development according to those new land use designations and zones has to be considered as well. The FEIS specifically identified a possible increase in demand for public facilities resulting from potential future development, but the analysis in the FEIS found that capacity is expected to be sufficient for that increase (1.4.11.1 Potential Impacts). Any subsequent development within the Subarea will be subject to a concurrency determination pursuant to SMC 17D.010.020, thereby implementing the policy set forth in CFU 2.2. Future development proposals that exceed those analyzed by the FEIS, if there are any, would be subject to additional analysis and concurrency requirements at the time of building permit proposal.

The proposal satisfies this criterion.

- J. **UGA:** *Amendments to the urban growth area boundary may only be proposed by the City Council or the mayor of Spokane and shall follow the procedures of the countywide planning policies for Spokane County.*

Staff Analysis: The proposals do not include an expansion to the UGA.

This criterion does not apply.

- K. **Demonstration of Need:**

1. **Policy Adjustments:** *Proposed policy adjustments that are intended to be consistent with the comprehensive plan should be designed to provide correction or additional guidance so the community’s original visions and values can better be achieved. The need for this type of adjustment might be supported by findings from feedback instruments related to monitoring and evaluating the implementation of the comprehensive plan.*

Staff Analysis: The proposals do not include a policy adjustment.

This criterion does not apply.

2. **Map Changes:** *Changes to the land use plan map (and by extension, the zoning map) may only be approved if the proponent has demonstrated that all of the following are true:*
- a. *The designation is in conformance with the appropriate location criteria identified in the comprehensive plan (e.g., compatibility with neighboring land uses, proximity to arterials, etc.);*

Staff Analysis: Because the proposals seek to designate properties with “Residential Moderate”, “Residential High”, “Institutional” and “Center and Corridor Core Area” land use plan map designations, conformance with Policies LU 1.4 Higher Density Residential Uses and LU 3.2 Centers and Corridors is the primary consideration for this criterion. Though not a policy, Comprehensive Plan Section 3.4, Description of Land Use Designations, also defines the intent of the Institutional land use.

Policy LU 1.4, High Density Residential, calls on the City to “direct new higher density residential uses to Centers and Corridors designated on the Land Use Plan Map”. Increasing the household population in the Center’s immediate vicinity, which can be accomplished by the proposed Residential Moderate and Residential High land uses, naturally provides market demand for goods and services at a level that sustains neighborhood businesses. The southern portion of the South Logan Subarea includes the Trent and Hamilton Employment Center, with the Hamilton Corridor bisecting the area north to south. Therefore, the proposal appears consistent with the location criteria of LU 1.4.

Policy LU 3.2, Centers and Corridors, states to “designate Centers and Corridors on the Land Use Plan Map that encourage a mix of uses and activities around which growth is focused”. The proposal consolidates and extends the Center and Corridor designations that are already in place – the Trent and Hamilton Employment Center and the Hamilton Corridor – supporting the mixed-use development that has already occurred and which is anticipated to occur within the South Logan Subarea. Thus, the proposal appears consistent with the location criteria of LU 3.2.

There is no current policy that directs the placement of the Institutional land use. There is also no zone specific to the designation. However, Section 3.4, Description of Land Use Designations, notes that Institutional uses are “intended to show where institutional uses are located without defining specific boundaries of institutional development.” The proposed Comprehensive Plan designates properties associated with Gonzaga University and the University of Washington School of Medicine as Institutional land uses, providing a consistent and descriptive land use for those properties. As such, the proposal appears to meet the intent of the Institutional land use.

**b. *The map amendment or site is suitable for the proposed designation.***

Staff Analysis: Properties within the South Logan Subarea are adequately served by all utilities and by principal and minor arterial streets, by multiple bus routes (including the recently opened STA bus rapid transit City Line). There exist no physical features of the sites or the surrounding area that would preclude development on the sites, though all development located near the river must comply with existing City Shoreline permitting requirements. Future development, regardless of whether the comprehensive plan amendment is

approved, would be reviewed to ensure appropriate mitigation, if needed, for the surrounding area.

- c. *The map amendment implements applicable comprehensive plan policies and subarea plans better than the current map designation.*

Staff Analysis: See discussion under topic ‘a’ above. Policy LU 1.4 calls for increased residential density in Centers and Corridors. Consistent with this, the proposal would increase the allowed density on the subject parcels. As such, the proposals would help to implement the development strategy laid out in the Comprehensive Plan policies. With the location of the properties near fixed bus routes, including Spokane’s first bus rapid transit line, and established mixed-use areas, the proposal also would implement the comprehensive plan policies of LU 4.1 (Land Use and Transportation), LU 4.2 (Land Uses That Support Travel Options and Active Transportation), and LU 4.6 (Transit-Support Development) more fully than the current mix of land uses and zoning would. A full list of other policies in the comprehensive plan that support the proposals can be found in **Exhibit E**.

The proposals reflect the Preferred Alternative of the South Logan TOD Plan, a subarea plan approved by resolution by City Council on January 29, 2024. The Plan would not be fully implemented without the recommended land use plan map and zone designations within the area.

The Logan Neighborhood Identity Plan emphasis on streetscape is met by consolidating the zone designations within the Hamilton Form-Based Code and expanding the Context Area zone coverage within the South Logan Subarea. Additionally, recent amendments to the Spokane Municipal Code as part of South Logan TOD Implementation reflect transit and pedestrian supportive development regulations for the existing and proposed zones within the South Logan Subarea, which include regulations on how buildings interact with the street.

The potential uses of the various land use plan map change and rezone proposals do not immediately conflict with the comprehensive plan location criteria and any future development, including potential conditional use permit requests, will undergo additional review to ensure compatibility with the area.

The proposal satisfies this criterion.

- 3. Rezones, Land Use Plan Amendment:** *Corresponding rezones will be adopted concurrently with land use plan map amendments as a legislative action of the city council. If policy language changes have map implications, changes to the land use plan map and zoning map will be made accordingly for all affected sites upon adoption of the new policy language. This is done to ensure that the comprehensive plan remains internally consistent and to preserve consistency between the comprehensive plan and supporting development regulations.*

Staff Analysis: If the Land Use Plan Map amendment is approved as proposed, the zoning designation of the subject properties will change concurrently from Residential 1 (R1), Residential 2 (R2), Residential Multifamily (RMF), Residential High Density with 55-foot height limit (RHD-55), Office Retail with 55-foot height limit (OR-55), General Commercial with 150-foot height limit (GC-150), Context Area 1/2/3/4 (CA1/CA2/CA3/CA4) (Hamilton Form-Based Code), Center and Corridor 1 District Center (CC1-DC), and Center and Corridor 1 Employment Center (CC1-EC) to Residential Multifamily with 40-foot height limit (RMF-40), Residential High Density with 55-foot height limit (RHD-55), Residential High Density with 75-foot height limit (RHD-75), Context Area 1 (CA1) (Hamilton Form-Based Code), and Center and Corridor 1 Employment Center (CC1-EC).as part of the same action, as required by this criterion.

The proposal satisfies this criterion.

## VII. CONCLUSION

The proposal has been processed and considered according to the requirements of the Spokane Municipal Code. According to the information provided above and the whole of the administrative record, the proposals appear to meet the criteria for a comprehensive plan amendment as provided in SMC 17G.020.030.

Following the close of public testimony and deliberations regarding conclusions with respect to the review criteria and decision criteria detailed in SMC Chapter 17G.020, Plan Commission will need to make a recommendation to City Council for approval or denial of the requested amendment to the Land Use Plan map of the City's Comprehensive Plan.

## VIII. STAFF RECOMMENDATION

Staff recommends the Plan Commission and City Council **approve** the city-sponsored proposal.

## IX. LIST OF EXHIBITS

- A. Aerial Photos
- B. Existing and Proposed Land Use Plan Map
- C. Existing and Proposed Zoning Map
- D. Application Notification Area
- E. List of Relevant Comp Plan Policies
- F. South Logan TOD Plan
- G. Final Environmental Impact Statement
- H. Agency Comments
- I. Public Comments
- J. Project Area Parcels
- K. Parcels Not Changing





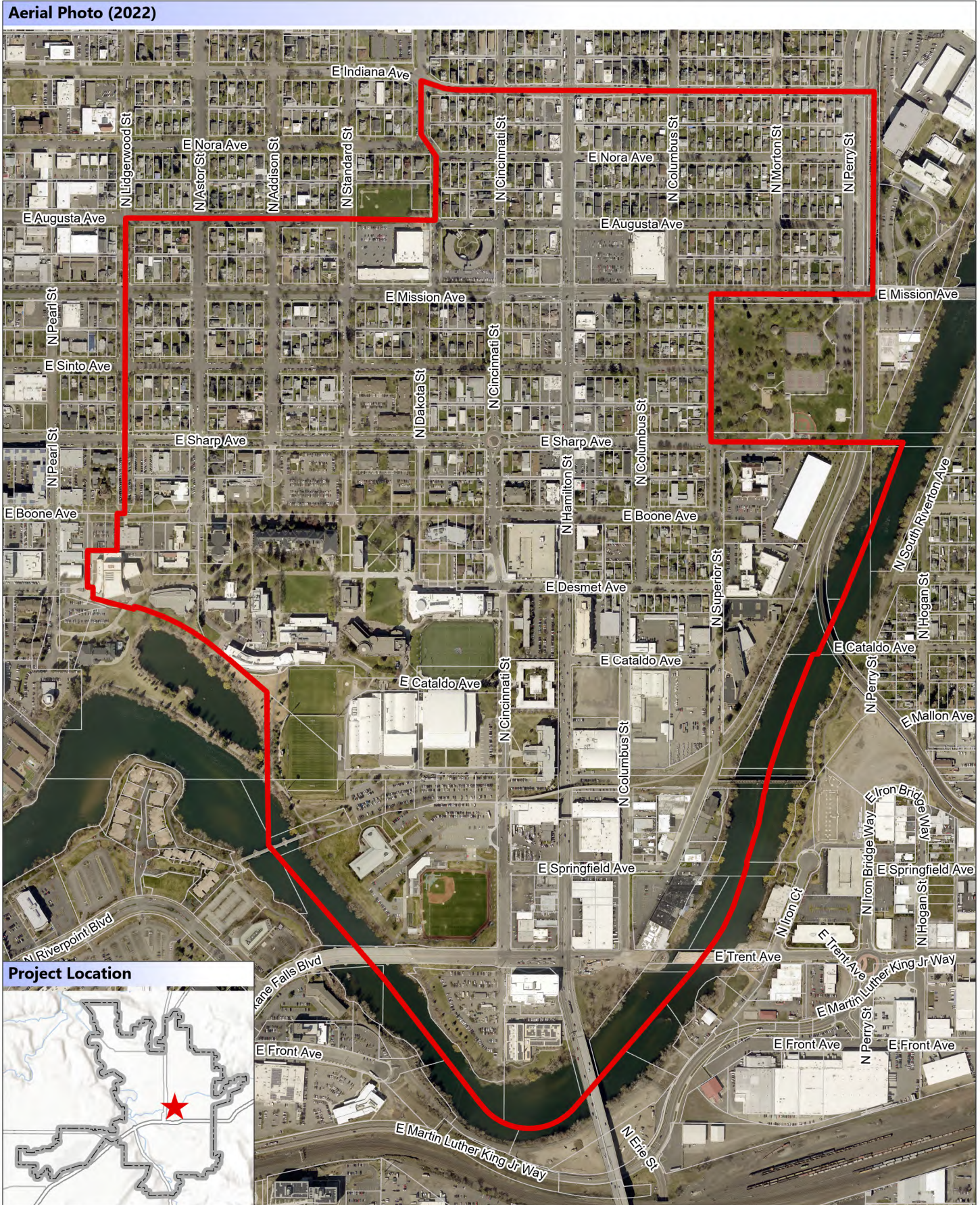
# Exhibit A: Aerial Photo

Department of Planning & Economic Development

 Proposal Area



**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.







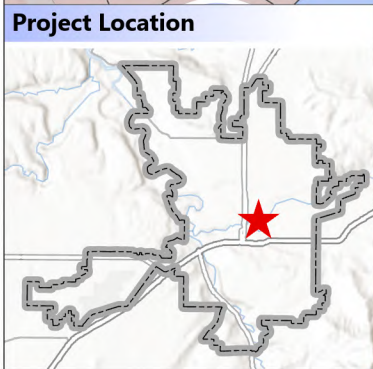
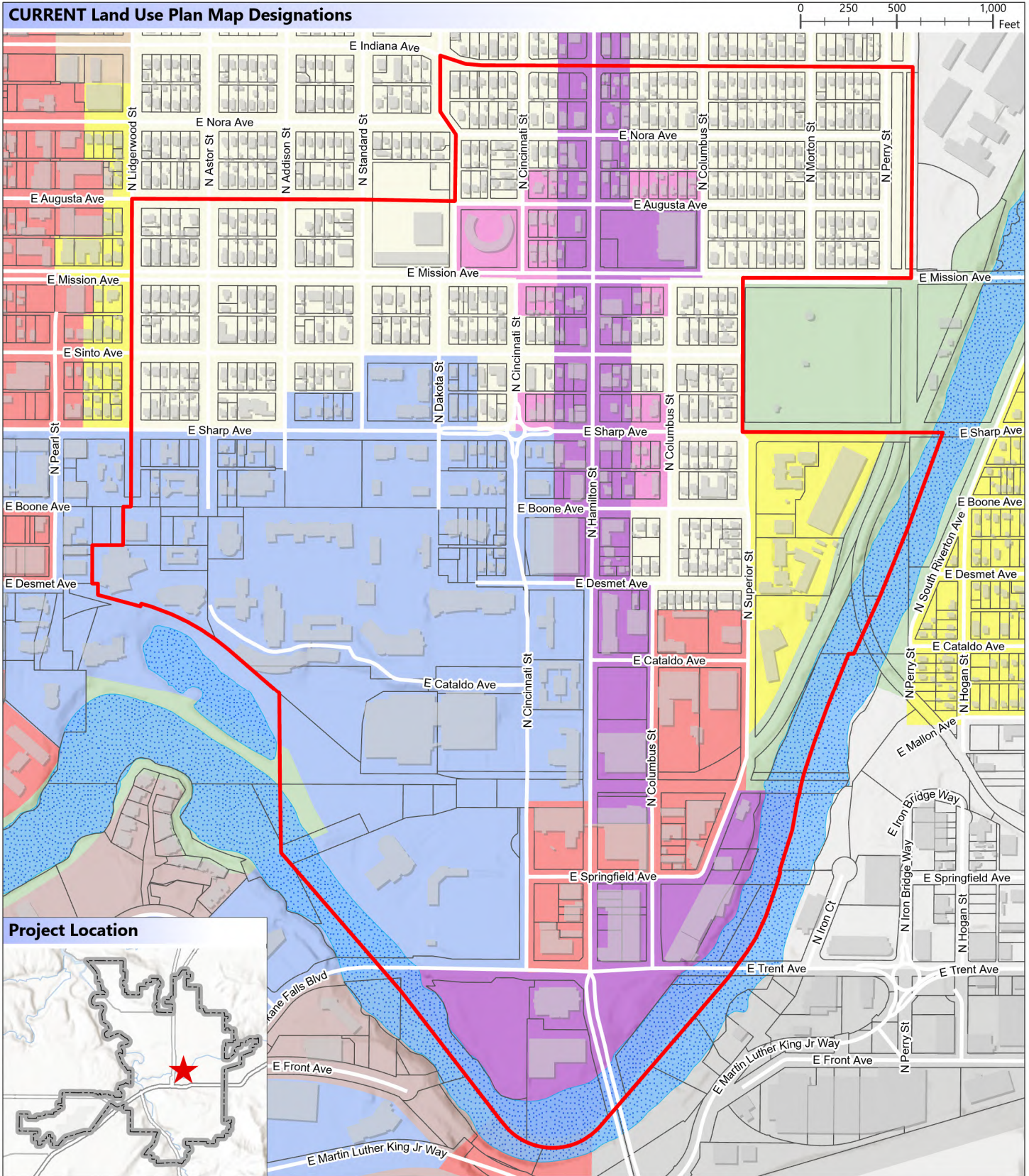
# Exhibit B1: Current Land Use Plan Map

Department of Planning & Economic Development



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Drawing Scale: 1:8,500



- |              |           |                         |               |                    |                  |
|--------------|-----------|-------------------------|---------------|--------------------|------------------|
| Project Area | Parcel    | Conservation Open Space | Office        | General Commercial | Heavy Industrial |
| Buildings    | Waterbody | Residential Low         | CC Core       | Downtown           | Institutional    |
|              |           | Residential Moderate    | CC Transition | Light Industrial   |                  |





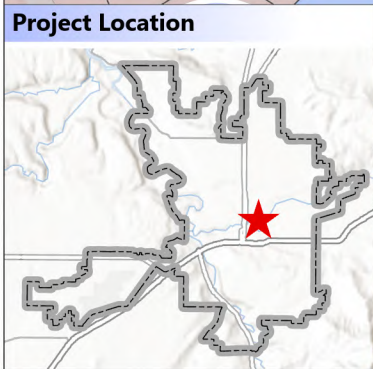
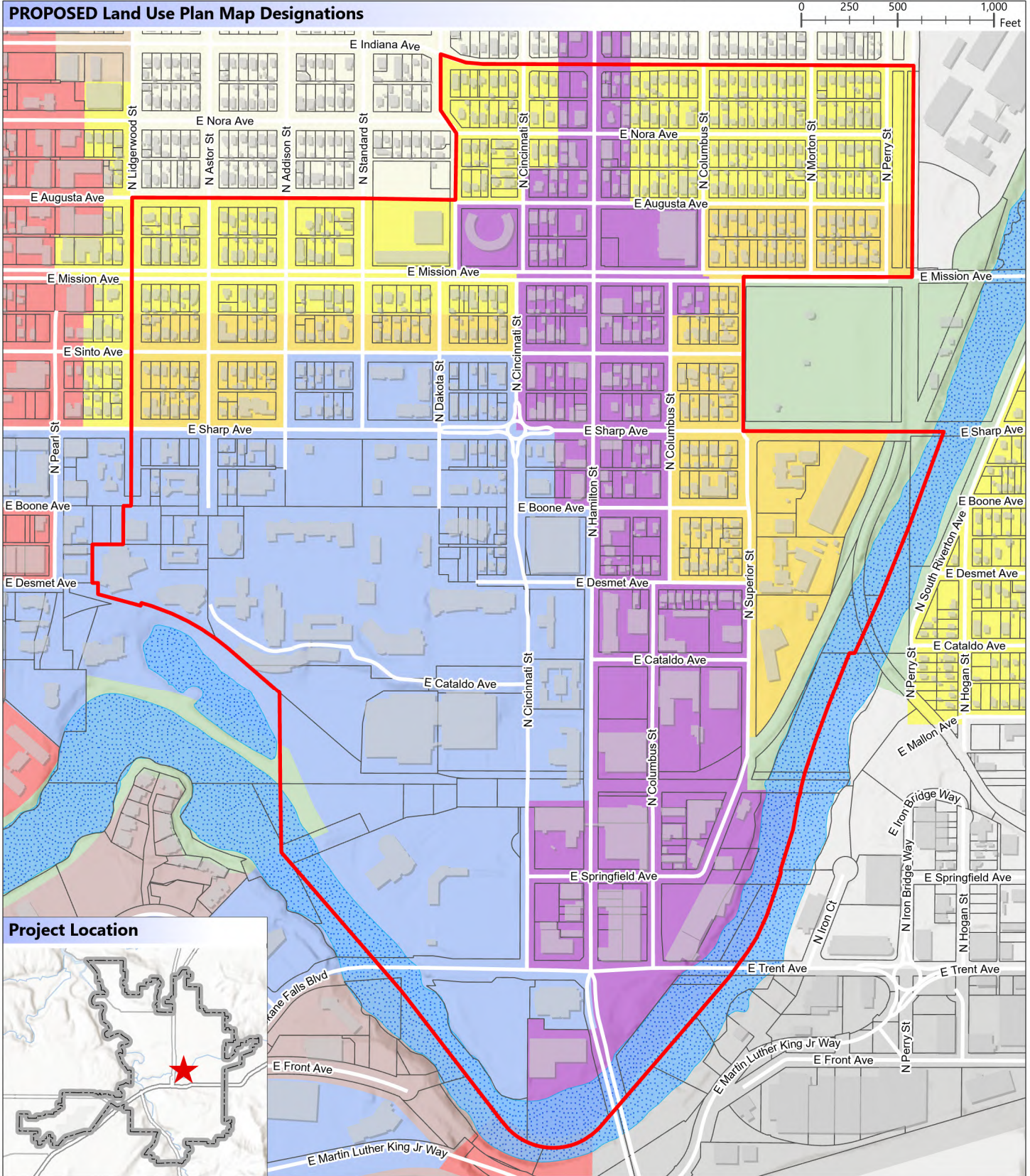
# Exhibit B2: Proposed Land Use Plan Map



Department of Planning & Economic Development

Drawing Scale: 1:8,500

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- Project Area
- Parcel
- CC Core
- Downtown
- Light Industrial
- Residential Low
- General Commercial
- Heavy Industrial
- Office
- Residential Moderate
- Conservation Open Space
- Institutional
- Residential High
- Buildings
- Waterbody





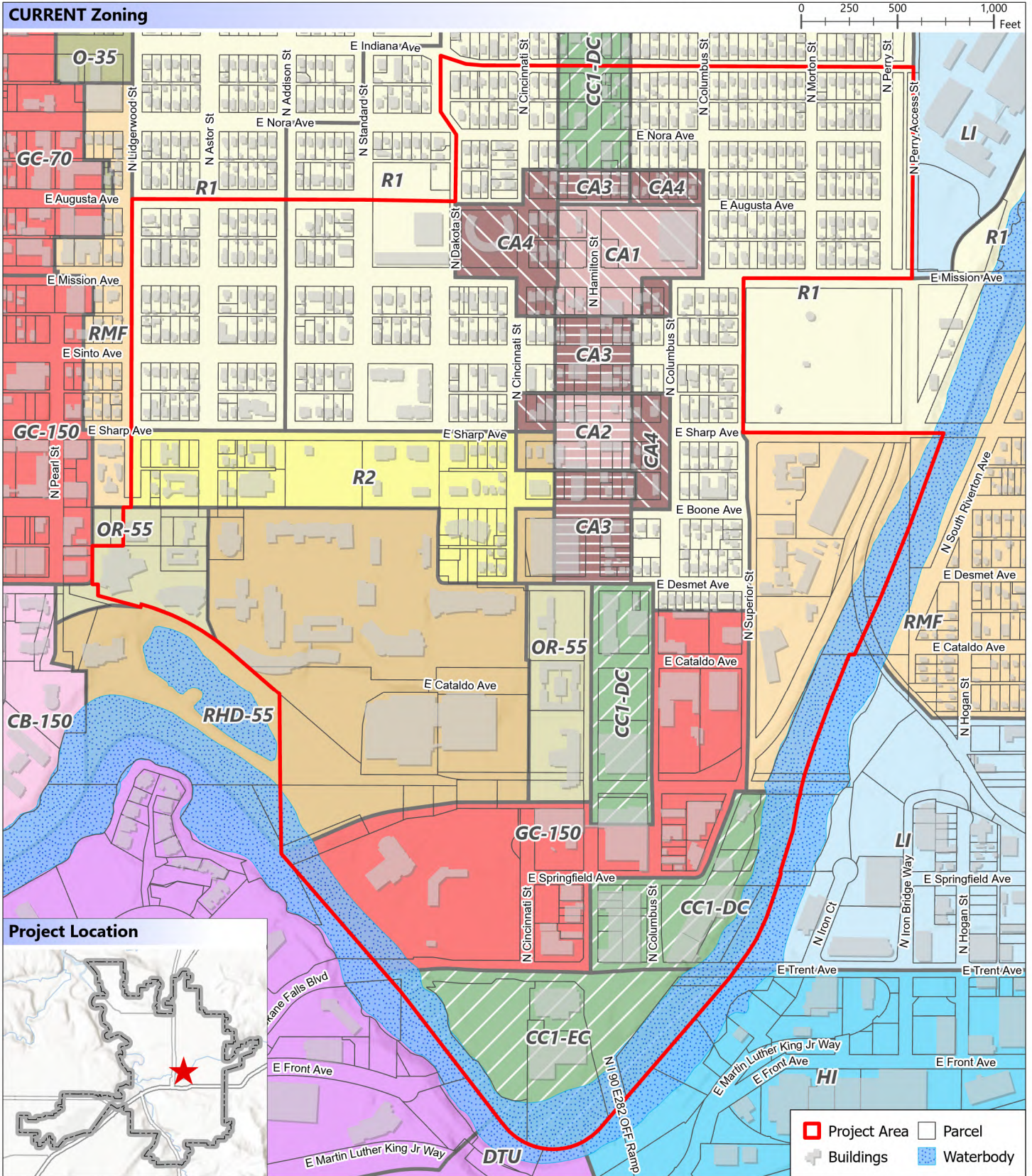
# Exhibit C1: Current Zoning

Department of Planning & Economic Development



Drawing Scale: 1:8,500

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- |                            |                     |                    |                  |                          |               |
|----------------------------|---------------------|--------------------|------------------|--------------------------|---------------|
| Center and Corridor Type 1 | Downtown University | Context Area 3     | Heavy Industrial | Office Retail            | Residential 2 |
| Center and Corridor Type 2 | Context Area 1      | Context Area 4     | Light Industrial | Residential High Density | Residential 1 |
| Community Business         | Context Area 2      | General Commercial | Office           | Residential Multifamily  |               |





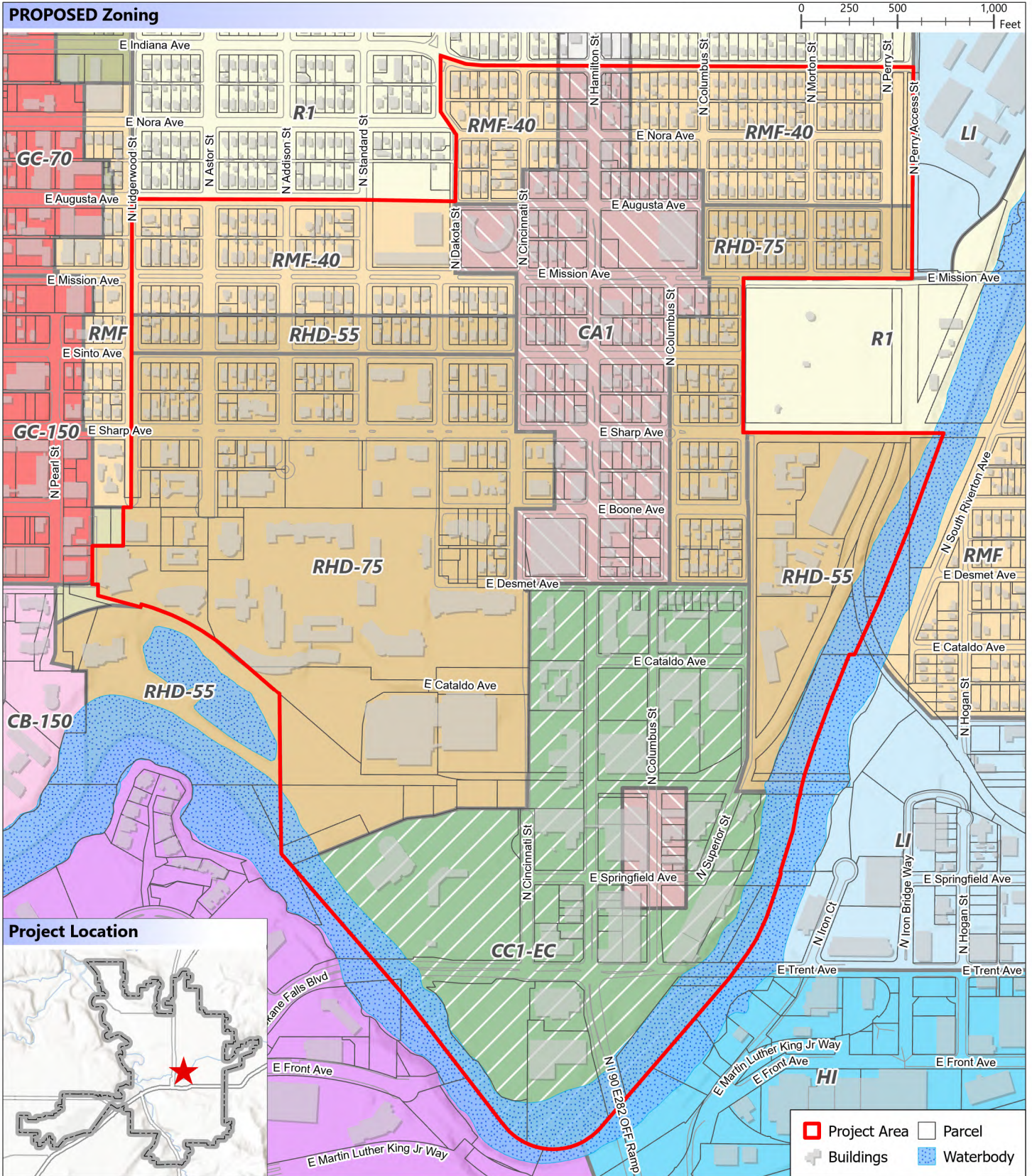
# Exhibit C2: Proposed Zoning

Department of Planning & Economic Development



Drawing Scale: 1:8,500

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- Center and Corridor Type 1
- Downtown University
- Heavy Industrial
- Office Retail
- Center and Corridor Type 2
- Context Area 1
- Light Industrial
- Residential High Density
- Community Business
- General Commercial
- Office
- Residential Multifamily
- Residential 1



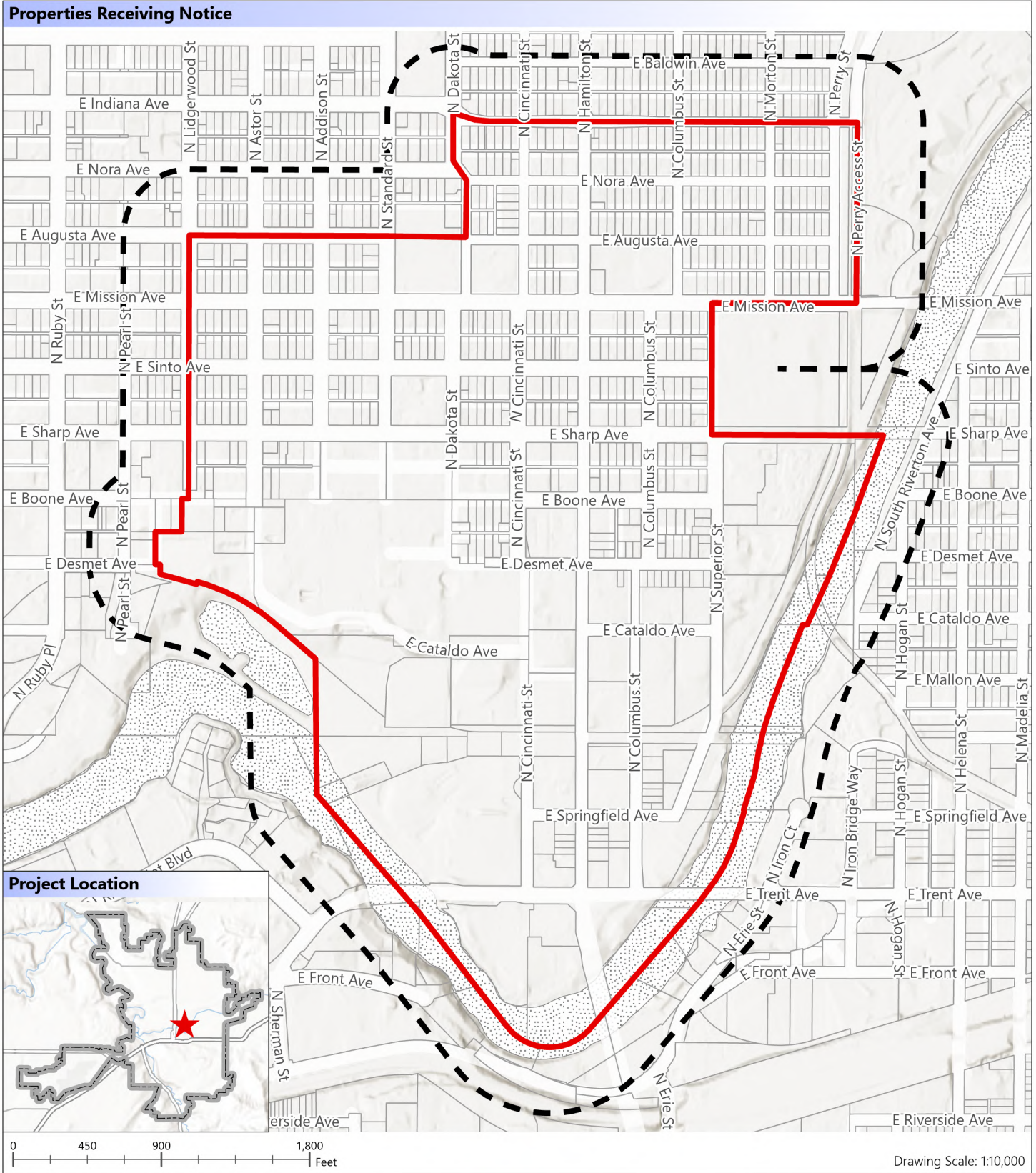


# Notification Map - Comprehensive Plan Amendment

Department of Planning & Economic Development



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.



**This Proposal Would:** Amend the Land Use Plan Map designation and Zoning for a large area in the Logan Neighborhood. All parcels in the black-dashed outline will receive notice of the proposal and the eventual Plan Commission hearing.



The following policies of the Comprehensive Plan relate to application Z24-105COMP. The full text of the Comprehensive Plan can be found at [www.shapingspokane.org](http://www.shapingspokane.org).

## **Chapter 3 – Land Use**

### LU 1.4 Higher Density Residential Uses

Direct new higher density residential uses to Centers and Corridors designated on the Land Use Plan Map.

*Discussion:* Higher density housing of various types is the critical component of a center. Without substantially increasing population in a center’s immediate vicinity, there is insufficient market demand for goods and services at a level to sustain neighborhood-scale businesses. Higher density residential uses in Centers range from multi-story condominiums and apartments in the middle to small-lot homes at the edge. Other possible housing types include townhouses, garden apartments, and housing over retail space.

To ensure that the market for higher density residential use is directed to Centers, future higher density housing generally is limited in other areas. The infill of Residential 15+ and Residential 15-30 residential designations located outside Centers are confined to the boundaries of existing multi-family residential designations where the existing use of land is predominantly higher density residential.

### LU 3.1 Coordinated and Efficient Land Use

Encourage coordinated and efficient growth and development through infrastructure financing and construction programs, tax and regulatory incentives, and by focusing growth in areas where adequate services and facilities exist or can be economically extended.

*Discussion:* Future growth should be directed to locations where adequate services and facilities are available. Otherwise, services and facilities should be extended or upgraded only when it is economically feasible to do so.

The Centers and Corridors designated on the Land Use Plan Map are the areas of the city where incentives and other tools should be used to encourage infill development, redevelopment and new development. Examples of incentives the city could use include assuring public participation, using public facilities and lower development fees to attract investment, assisting with project financing, zoning for mixed-use and higher density development, encouraging rehabilitation, providing in-kind assistance, streamlining the permit process, providing public services, and addressing toxic contamination, among other things.

LU 3.2 Centers and Corridors

Designate Centers and Corridors (neighborhood scale, community or district scale, and regional scale) on the Land Use Plan Map that encourage a mix of uses and activities around which growth is focused.

*Discussion:* Suggested Centers are designated where the potential for Center development exists. Final determination is subject to a sub-area planning process

LU 3.5 Mix of Uses in Centers

Achieve a proportion of uses in Centers that will stimulate pedestrian activity and create mutually reinforcing land uses

*Discussion:* Neighborhood, District, and Employment Centers are designated on the Land Use Plan Map in areas that are substantially developed. New uses in Centers should complement existing on-site and surrounding uses, yet seek to achieve a proportion of uses that will stimulate pedestrian activity and create mutually reinforcing land use patterns. Uses that will accomplish this include public, core commercial/office and residential uses.

All Centers are mixed-use areas. Some existing uses in designated Centers may fit with the Center concept; others may not. Planning for Centers should first identify the uses that do not fit and identify sites for new uses that are missing from the existing land use pattern. Ultimately, the mix of uses in a Center should seek to achieve the following minimum requirements:

TABLE LU 1 – MIX OF USES IN CENTERS		
Land Use	Neighborhood Center	District and Employment Center
Public	10 percent	10 percent
Commercial/Office	20 percent	30 percent
Higher-Density Housing	40 percent	20 percent

*Note: All percentage ranges are based on site area, rather than square footage of building area.*

This recommended proportion of uses is based on site area and does not preclude additional upper floors with different uses.

The ultimate mix of land uses and appropriate densities should be clarified in a site-specific planning process in order to address site-related issues such as community context, topography, infrastructure capacities, transit service frequency, and arterial street accessibility. Special care should be taken to respect the context of the site and the character of surrounding existing neighborhoods. The 10 percent public use component is considered a goal and should include land devoted to parks, plazas, open space, and public facilities.

LU 4.1 Land Use and Transportation

Coordinate land use and transportation planning to result in an efficient pattern of development that supports alternative transportation modes consistent with the Transportation Chapter and makes significant progress toward reducing sprawl, traffic congestion, and air pollution.

*Discussion:* The GMA recognizes the relationship between land use and transportation. It requires a transportation element that implements, and is consistent with, the land use element. The transportation element must forecast future traffic and provide information on the location, timing, and capacity needs of future growth. It must also identify funding to meet the identified needs. If probable funding falls short of needs, the GMA requires the land use element to be reassessed to ensure that needs are met.

#### LU 4.2 Land Uses That Support Travel Options and Active Transportation

Provide a compatible mix of housing and commercial uses in Neighborhood Centers, District Centers, Employment Centers, and Corridors.

*Discussion:* This provides opportunities for people to use active forms of transportation to get to work and shopping, enables less reliance on automobiles, reduces commuting times and distances, makes mass transit more viable, and provides greater convenience for area residents while supporting physical activity.

#### LU 4.6 Transit-Supported Development

Encourage transit-supported development, including a mix of employment, residential, and commercial uses, adjacent to high-performance transit stops.

*Discussion:* People are more likely to take transit to meet their everyday travel needs when transit service is frequent, at least every 15 minutes. Mixed-use development in these areas will enable less reliance on automobiles for travel, reduce parking needs, and support robust transit ridership. Land use regulations and incentives will encourage this type of development along high-performance transit corridors.

Transit-supported development should be encouraged through the application of development incentives, enhanced design measures, streetscape standards, parking standards, and potential changes in density and use. Each of these measures should be developed through a sub-area planning (or similar) process as each high-performance transit line is planned and developed. These sub-area planning processes should include neighborhood and stakeholder involvement and public participation processes to ensure that site-specific and neighborhood-context issues are addressed and benefits are maximized.

#### LU 5.5 Compatible Development

Ensure that infill and redevelopment projects are well-designed and compatible with surrounding uses and building types.

### **Chapter 6 – Housing**

#### H 1.4 Use of Existing Infrastructure

Direct new residential development into areas where community and human public services and facilities are available.

*Discussion:* Using existing services and infrastructure often reduces the cost of creating new housing. New construction that takes advantage of existing services and infrastructure conserves



public resources that can then be redirected to other needs such as adding amenities to these projects.

#### H 1.11 Access to Transportation

Encourage housing that provides easy access to public transit and other efficient modes of transportation.

*Discussion:* Transportation is the second largest expenditure after housing and can range from 10 to 25 percent of household expenditures. Examining where housing is located and the associated transportation costs may provide a more realistic evaluation of housing affordability in the future.

#### H 2.4 Linking Housing

With Other Uses Ensure that plans provide increased physical connection between housing, employment, transportation, recreation, daily-needs services, and educational uses.

*Discussion:* The location of housing in relation to other land uses is a part of what determines the quality of housing. The desirability and viability of housing changes for different segments of the community, based on an area's mix of land uses. As complementary land uses become spread further apart, transportation options decrease while transportation costs increase. These added transportation costs reduce the amount of household income available for housing and other household needs. This affects lower-income households first. In urban areas, basic services, such as grocery stores, public transportation, and public parks, should be available within a mile walk of all housing.

### **Chapter 7 – Economic Development**

#### 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.

### **Chapter 8 – Urban Design and Historic Preservation**

#### DP 1.2 New Development in Established Neighborhoods

Encourage new development that is of a type, scale, orientation, and design that maintains or improves the character, aesthetic quality, and livability of the neighborhood.

*Discussion:* New development should be compatible with the context of the area and result in an improvement to the surrounding neighborhood.

#### DP 2.12 Infill Development

Encourage infill construction and area redevelopment that complement and reinforce positive commercial and residential character.

*Discussion:* Infill construction can benefit the community when done in a manner that improves and does not detract from the livability of the neighborhood and the desirable design character of the area.

### DP 5.1 Neighborhood Participation

Encourage resident participation in planning and development processes that will shape or re-shape the physical character of their neighborhood.

*Discussion:* It is in the best interest of the broader community to maximize the desirability and stability of the city's individual neighborhoods. Neighborhood residents are the best equipped to determine what neighborhood design details and elements represent the particular characteristics of their specific area. As an example, residents are able to identify neighborhood features that are valued so they can be protected or enhanced as changes occur. This might include new development subject to review by the Design Review Board or updates to codes and policies that may affect a neighborhood.

## **Chapter 11 – Neighborhoods**

### N 2.1 Neighborhood Quality of Life

Ensure that neighborhoods continue to offer residents transportation and living options, safe streets, quality schools, public services, and cultural, social, and recreational opportunities in order to sustain and enhance the vitality, diversity, and quality of life within neighborhoods.

*Discussion:* Spokane enjoys a rich variety of living opportunities within its individual neighborhoods, each with its unique character. Maintaining and enhancing our neighborhood assets is key to providing stability within neighborhoods and Spokane citizens with a prolonged sense of pride.

### N 8.4 Consistency of Plans

Maintain consistency between neighborhood planning documents and the comprehensive plan.

*Discussion:* Neighborhood planning shall be conducted within the framework of the comprehensive plan, and further, the Growth Management Act requires that these plans be consistent with the comprehensive plan.





**2023/2024 Comprehensive Plan Amendments**

**EXHIBIT F: Z24-105COMP**

Department of Neighborhood and Planning Services

The South Logan Transit-Oriented Development (TOD) Plan can be found in full online at:

<https://static.spokanecity.org/documents/projects/south-logan-tod/south-logan-tod-final-plan-adopted-2024-01-29.pdf>



**2023/2024 Comprehensive Plan Amendments**

**EXHIBIT G: Z24-105COMP**

Department of Neighborhood and Planning Services

The South Logan Transit-Oriented Development (TOD) Final Environmental Impact Statement (FEIS) can be found in full online at:

<https://static.spokanecity.org/documents/projects/south-logan-tod/south-logan-tod-feis-2023-11-29.pdf>



June 1, 2024

Subject: "South Logan TOD Study  
Compressive Plan 2024 update

Logan Neighborhood council is re-affirming lack of support for the "South Logan TOD Study" which was accepted by city council on 1-29-24. The letter sent to council from the neighborhood on January 26<sup>th</sup> explained our position both in positive and negative terms. See January letter attached for easy reference: Apparently that communication was not effective. This additional letter, just authorized unanimously again in the May 14<sup>th</sup> Logan meeting, will simplify our requests in specific terms. We are not expecting significant change to previously work.

At a minimum: we are asking for at least a minor modification to the zoning areas directly adjacent to Mission Park. Referring to figure 40 in the published study shows different color coded and labeled zones. Our biggest request is to reduce the intensity in the brown areas directly west and north of Mission park. We request that the RHD75 be changed to RMF35 in the two areas directly adjacent to the park.

Sincerely  
Logan Neighborhood Council



January 26, 2024

The Planning Commission surprised the Logan Neighborhood Council in late November with an extreme zoning proposal that *\*contradicts\** many aspects of Spokane's Comprehensive Plan.

We do not see in this plan most of the comments that residents and property owners gave at the in-person workshop. When the plan does discuss residents, it makes incorrect assumptions, especially regarding income and vehicle use.

This plan barely considers the historic character of the neighborhood east of Hamilton. We object to the idea that seven-story buildings can 'fit in' with the two story homes of an existing 1900s residential neighborhood. Destroying the character of the neighborhoods developed by the Jesuits at the turn of the last century is a slight to Spokane's history.

We welcomed the City Line as a way to provide transportation to our existing residents. According to the Population Density layer of the Map Spokane, the study area already has a high density when considering population, not units. We needed additional bus lines to alleviate current problems, not to cause new ones. This plan causes new problems.

We do support development, especially in the southeast area currently zoned for light industrial. We cannot support the intensity this plan calls for. It's in the city's best interest to:

- protect our open green space.
- encourage middle housing options
- protect older affordable housing to combat displacement.

We ask the Spokane City Council to reject this iteration of the South Logan TOD, send it back to the Planning Commission, and insist that Logan Neighborhood residents be involved in turning one of the alternative plans into a workable final plan.

Sincerely,

Executive Council,

Logan Neighborhood Council

Janean Schmidt

Lindsey Shaw

Doug Tompkins

Henry Sasser



**Spokane Tribe of Indians**  
**Tribal Historic Preservation Office**  
P.O. Box 100 Wellpinit WA 99040

May 13, 2023

**To:** Ryan Benzie, Planner

**RE: File Z24 -105Comp (South Logan Implementation)**

Mr. Benzie,

Thank you for contacting the Tribe's Historic Preservation Office. We appreciate the opportunity to provide a cultural consult for your project, the intent of this process is to preserve and protect all cultural resources whenever protection is feasible.

In response we concur with recommendations made that the city is requesting "*residential low to general commercial and concurrent change of zoning from R1 to general commercial - 70*" at this time I have no concern on code change, however if any ground disturbing activity there will be more consultation needed to complete this project.

However, if any artifacts or human remains are found upon inadvertent discovery, this office should be immediately notified and the work in the immediate area cease.

Should additional information become available or scope of work change our assessment may be revised.

Our tribe considers this a positive action that will assist us in protecting our shared heritage.

If question arise, contact my office at (509) 258 – 4222.

Sincerely,

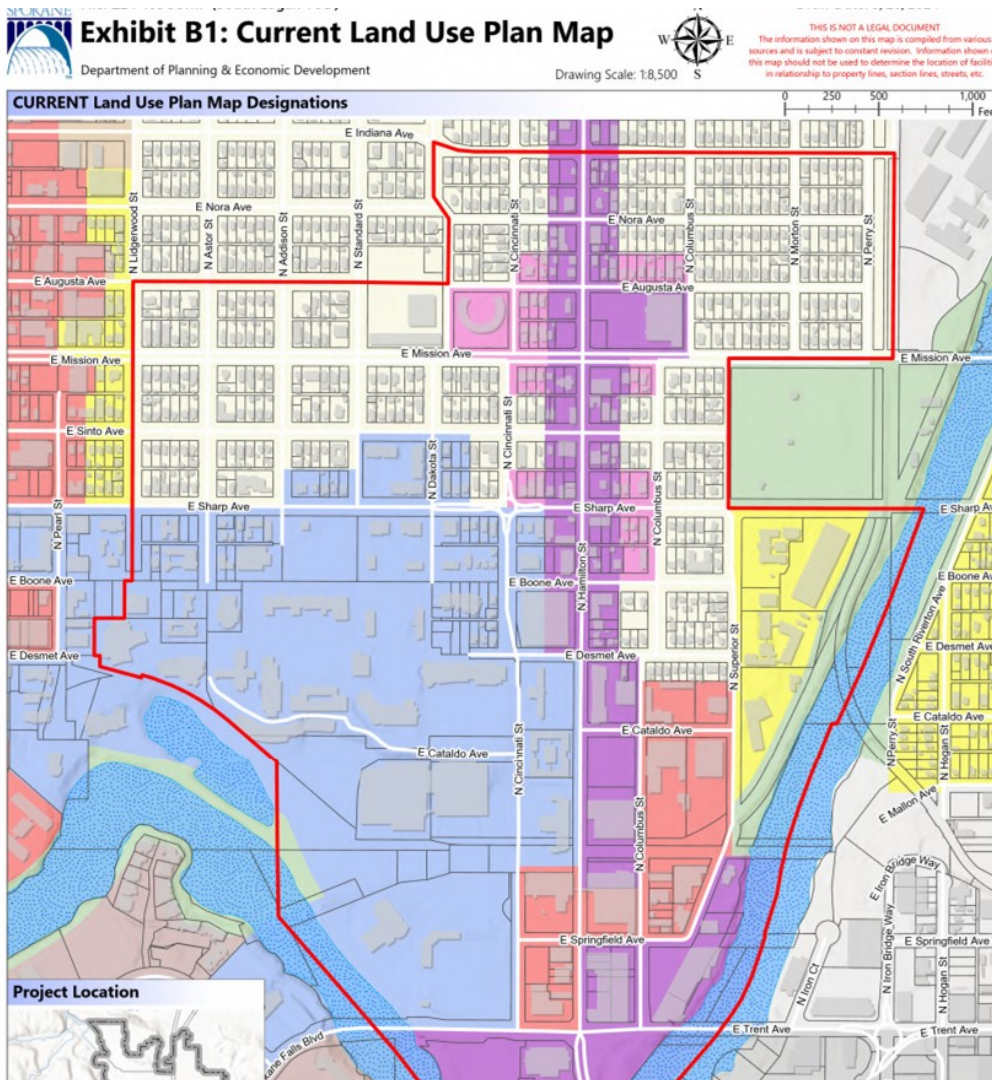
Randy Abrahamson  
Tribal Historic Preservation Officer.  
Spokane Tribe of Indians

**Whitmarsh, Brandon**

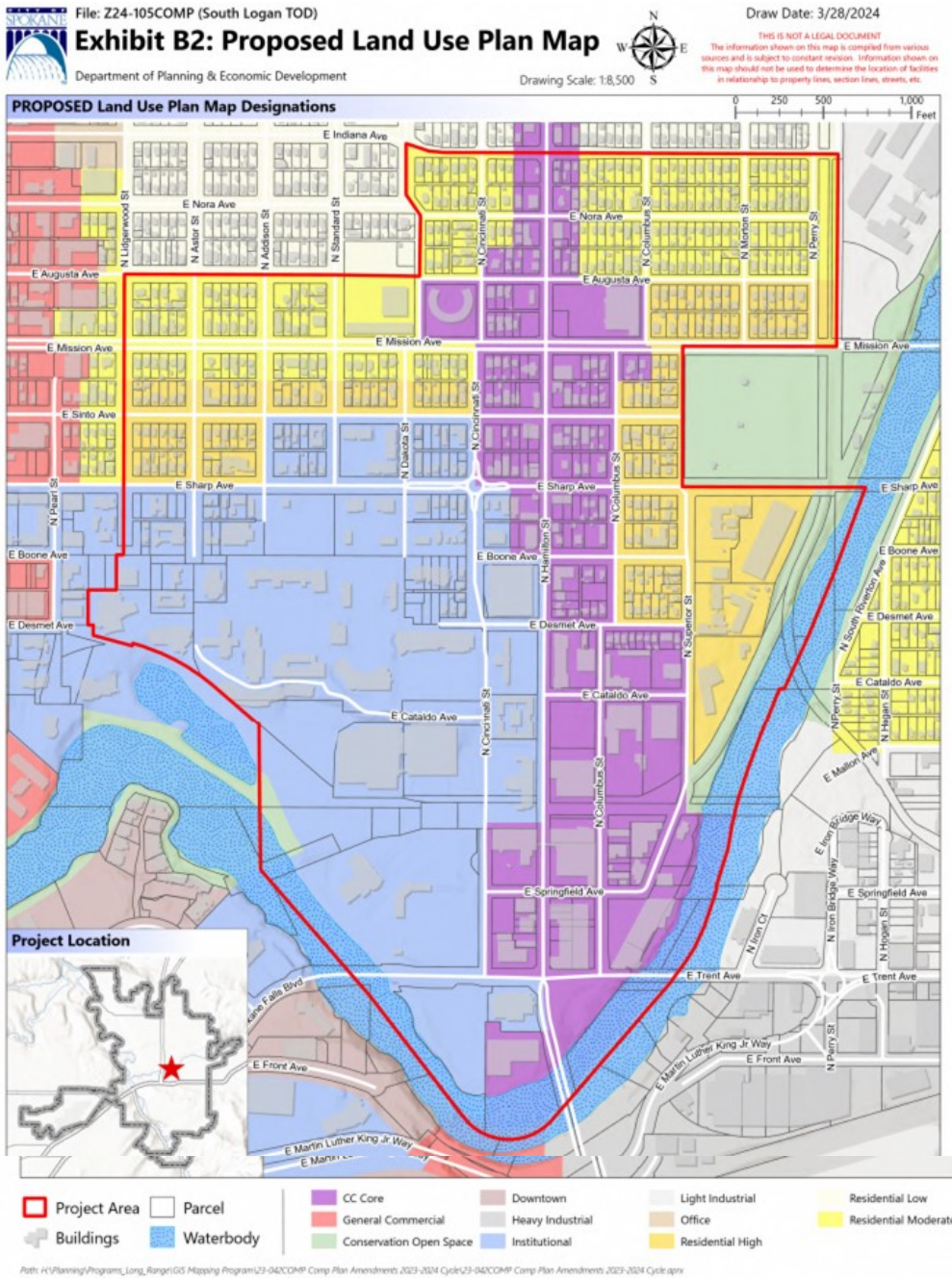
**From:** Studer, Duane  
**Sent:** Thursday, May 23, 2024 9:50 AM  
**To:** Planning & Development Services Comp Plan  
**Cc:** Fredrickson, Beryl; Davis, Marcia; Gennett, Raylene; Lund, Malfred; Freibott, Kevin  
**Subject:** FW: Request for Comments for Z24-105COMP (South Logan Implementation) - Comments DUE May 21, 2024

**WWM Comments:**

- Analysis for increased wastewater flow generation with the zoning changes to multifamily zoning is needed.
  - o Improvements to sewer infrastructure may be needed as a result of rezoning.
- Most of changes are tributary to Springfield lift station, which has history of infiltration taking up available capacity (ongoing efforts to reduce), especially during high river flows.







Thanks,



**Duane Studer, P.E.** | City of Spokane | Principal Engineer  
 909 E. Sprague, Spokane, WA 99202 | Wastewater Management Dept.  
 509-625-7902 | cell 509-440-2892 | [dstuder@spokanecity.org](mailto:dstuder@spokanecity.org) | [spokanecity.org](http://spokanecity.org)

**From:** Benzie, Ryan <[rbenzie@spokanecity.org](mailto:rbenzie@spokanecity.org)>

**Sent:** Tuesday, May 7, 2024 3:29 PM

**To:** Abrahamson, Randy <[randya@spokanetribe.com](mailto:randya@spokanetribe.com)>; Development Services Center Addressing <[eradsca@spokanecity.org](mailto:eradsca@spokanecity.org)>; Allenton, Steven <[sallenton@spokanecity.org](mailto:sallenton@spokanecity.org)>; Anderson, Cindy <[CYAN461@ECY.WA.GOV](mailto:CYAN461@ECY.WA.GOV)>; Tagnani, Angela <[atagnani@spokanecity.org](mailto:atagnani@spokanecity.org)>; Averyt, Chris <[cavertyt@spokanecity.org](mailto:cavertyt@spokanecity.org)>; Ball, Cameron <[CBall@SpokaneCounty.org](mailto:CBall@SpokaneCounty.org)>; Lori Barlow <[lbarlow@spokanevalley.org](mailto:lbarlow@spokanevalley.org)>; mbasinger <[mbasinger@spokanevalley.org](mailto:mbasinger@spokanevalley.org)>; zbecker <[zbecker@cawh.org](mailto:zbecker@cawh.org)>; Black, Tirrell <[tblack@spokanecity.org](mailto:tblack@spokanecity.org)>; Brecto, Jason



**From:** [dougells@yahoo.com](mailto:dougells@yahoo.com)  
**To:** [Downey, KayCee](#)  
**Cc:** [Freibott, Kevin](#)  
**Subject:** item Z24 - 105 request  
**Date:** Monday, June 3, 2024 9:46:20 AM

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[CAUTION - EXTERNAL EMAIL - Verify Sender]

June 3, 2024  
Subject: "South Logan TOD Study  
Compressive Plan 2024 update; item Z24 – 105

Dear KayCee Downey

I am opposed to the acceptance of the south Logan TOD study. The total impact on our neighborhood increases the intensity of the population by potentially 244%. Height limits in the south of the area mimic that of down town. This degree of change is not supportive of the state wide push to emphases "middle housing". Instead of accepting the study, as published, in one phase. Please consider modifying it to make the extreme change over multiple years; in at least two phases over a 10 year period. Referring to figure 40 in the published study shows different color coded and labeled zones. I request that in 2024 modification that the most south area labeled as cc150 be reduced to mixed use 75. And the areas directly west and north of mission park be reduced from RHD70 to RMF35. In this way time can moderate the sever impact to the few family's left in the area.

Neighborhood resident and owner  
Doug Tompkins

**From:** [Pat Corbin](#)  
**To:** [Planning & Development Services Comp Plan](#)  
**Subject:** South Logan Proposals  
**Date:** Thursday, August 8, 2024 10:36:44 AM

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**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

These proposals lead current residents of the proposed zoning changes uncertainty, they fear these changes are proposed to the benefit of the wealthy developers and the wealthy investors to the detriment of the neighborhoods! These folks have absolutely no considerations of these proposals only to enhance themselves not the neighborhoods! These proposals will enable more high rising apartments to benefit tenants who can pay for the high rents! There will be more congestion on the streets as most of these building will not be required to have sufficient parking for all residents! This will make it harder for current research to park or have spots for visitors! It will cause more disruption of the flow of traffic! These new renters will most likely not care about their new neighborhood!and as such unlikely to avail themselves of the transit buses and especially the HOPE to increase the ridership of The City Line buses!

[Sent from Yahoo Mail on Android](#)

# Exhibit J: List of All Parcels in the Project Area

Parcel	Site Address	LAND USE PLAN MAP DESIGNATION			ZONING MAP DESIGNATION		
		Current	Proposed	Would It Change?	Current	Proposed	Would It Change?
35172.1202	1319 N ADDISON ST	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.1306	1320 N ADDISON ST	Residential Low	Institutional	Yes	R1	RHD-75	Yes
35172.0216	1414 N ADDISON ST	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35172.0207	1418 N ADDISON ST	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35172.2702	1106 N ASTOR ST	Institutional	Institutional	No	RHD-55	RHD-75	Yes
35172.2607	1107 N ASTOR ST	Institutional	Institutional	No	OR-55	RHD-75	Yes
35172.1719	1220 N ASTOR ST	Institutional	Institutional	No	R2	RHD-75	Yes
35172.1208	1312 N ASTOR ST	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.1107	1317 N ASTOR ST	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.0306	1420 N ASTOR ST	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4612	1608 N ASTOR ST	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4505	1617 N ASTOR ST	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4502	306 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4503	312 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4504	318 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4506	328 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4601	404 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4602	408 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4603	414 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4604	418 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4605	420 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4606	424 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4701	508 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4702	512 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4703	518 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4704	522 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3612	703 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3613	707 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3606	711 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3615	717 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3506	807 E AUGUSTA AVE	CC Transition	CC Core	Yes	CA4	CA1	Yes
35084.3806	808 E AUGUSTA AVE	CC Transition	CC Core	Yes	CA4	CA1	Yes
35084.3805	812 E AUGUSTA AVE	CC Transition	CC Core	Yes	CA4	CA1	Yes
35084.3507	813 E AUGUSTA AVE	CC Transition	CC Core	Yes	CA4	CA1	Yes
35084.3508	817 E AUGUSTA AVE	CC Core	CC Core	No	CA3	CA1	Yes
35084.3509	823 E AUGUSTA AVE	CC Core	CC Core	No	CA3	CA1	Yes

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Parcel	Site Address	LAND USE PLAN MAP DESIGNATION			ZONING MAP DESIGNATION		
		Current	Proposed	Would It Change?	Current	Proposed	Would It Change?
35084.3413	909 E AUGUSTA AVE	CC Core	CC Core	No	CA3	CA1	Yes
35084.3414	915 E AUGUSTA AVE	CC Core	CC Core	No	CA3	CA1	Yes
35084.3415	917 E AUGUSTA AVE	CC Transition	Residential Moderate	Yes	CA4	CA1	Yes
35084.3416	923 E AUGUSTA AVE	CC Transition	Residential Moderate	Yes	CA4	CA1	Yes
35084.3417	927 E AUGUSTA AVE	CC Transition	Residential Moderate	Yes	CA4	CA1	Yes
35084.3418	933 E AUGUSTA AVE	CC Transition	Residential Moderate	Yes	CA4	CA1	Yes
35084.3419	937 E AUGUSTA AVE	CC Transition	Residential Moderate	Yes	CA4	CA1	Yes
35084.3420	943 E AUGUSTA AVE	CC Transition	Residential Moderate	Yes	CA4	CA1	Yes
35084.3421	947 E AUGUSTA AVE	CC Transition	Residential Moderate	Yes	CA4	CA1	Yes
35084.3311	1003 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.4010	1006 E AUGUSTA AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.3312	1007 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.4009	1008 E AUGUSTA AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.3313	1011 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.4008	1012 E AUGUSTA AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.3314	1017 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.4007	1018 E AUGUSTA AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.3315	1023 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.4006	1024 E AUGUSTA AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.3316	1101 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.4005	1104 E AUGUSTA AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.3317	1107 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.4004	1108 E AUGUSTA AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.3318	1111 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.4003	1112 E AUGUSTA AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.4002	1118 E AUGUSTA AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.3322	1119 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.4108	1204 E AUGUSTA AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.3209	1207 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.4107	1208 E AUGUSTA AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.3210	1211 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.4106	1212 E AUGUSTA AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.3211	1217 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.4105	1218 E AUGUSTA AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.3212	1223 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.4104	1224 E AUGUSTA AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes

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Parcel	Site Address	LAND USE PLAN MAP DESIGNATION			ZONING MAP DESIGNATION		
		Current	Proposed	Would It Change?	Current	Proposed	Would It Change?
35084.3213	1227 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3214	1307 E AUGUSTA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.4103	1308 E AUGUSTA AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.1812	301 E BOONE AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35172.2603	302 E BOONE AVE	Institutional	Institutional	No	OR-55	RHD-75	Yes
35172.1811	307 E BOONE AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35172.2602	314 E BOONE AVE	Institutional	Institutional	No	OR-55	RHD-75	Yes
35172.1815	323 E BOONE AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35172.2601	330 E BOONE AVE	Institutional	Institutional	No	OR-55	RHD-75	Yes
35172.1707	401 E BOONE AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35172.1712	429 E BOONE AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35171.1903	502 E BOONE AVE	Institutional	Institutional	No	OR-55	CC1-EC	Yes
35175.2710	502 E BOONE AVE	Institutional	Institutional	No	RHD-55	RHD-75	Yes
35171.2308	702 E BOONE AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35171.2306	708 E BOONE AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35171.2305	714 E BOONE AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35171.2304	718 E BOONE AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35171.2303	724 E BOONE AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35171.2301	730 E BOONE AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35171.2511	801 E BOONE AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35171.2508	819 E BOONE AVE	CC Core	CC Core	No	CA3	CA1	Yes
35171.2509	829 E BOONE AVE	CC Core	CC Core	No	CA3	CA1	Yes
35171.1208	901 E BOONE AVE	CC Core	CC Core	No	CA3	CA1	Yes
35171.1414	902 E BOONE AVE	CC Core, Residential Low	CC Core	Yes	CA3, R1	CA1	Yes
35171.1209	905 E BOONE AVE	CC Core	CC Core	No	CA3	CA1	Yes
35171.1210	909 E BOONE AVE	CC Core, CC Transition	CC Core	Yes	CA3	CA1	Yes
35171.1402	918 E BOONE AVE	Residential Low	CC Core	Yes	R1	CA1	Yes
35171.1211	929 E BOONE AVE	CC Transition	CC Core	Yes	CA4	CA1	Yes
35171.1401	930 E BOONE AVE	Residential Low	CC Core	Yes	R1	CA1	Yes
35171.1108	1001 E BOONE AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.1301	1002 E BOONE AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.1109	1007 E BOONE AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.1308	1008 E BOONE AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.1306	1014 E BOONE AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.1110	1015 E BOONE AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes

# Exhibit J: List of All Parcels in the Project Area

Parcel	Site Address	LAND USE PLAN MAP DESIGNATION			ZONING MAP DESIGNATION		
		Current	Proposed	Would It Change?	Current	Proposed	Would It Change?
35171.1307	1024 E BOONE AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.1111	1029 E BOONE AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.1302	1030 E BOONE AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.1814	E BOONE AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35172.2608	E BOONE AVE	Institutional	Institutional	No	OR-55	RHD-75	Yes
35172.2711	E BOONE AVE	Institutional	Institutional	No	RHD-55	RHD-75	Yes
35172.2906	202 E CATALDO AVE	Institutional, Conservation OS	Institutional, Conservation OS	No	RHD-55, DTU, CB-150	RHD-55, DTU, CB-150	No
35175.2706	702 E CATALDO AVE	Institutional	Institutional	No	RHD-55	RHD-75	Yes
35171.1502	1015 E CATALDO AVE	Commercial	CC Core	Yes	GC-150	CC1-EC	Yes
35171.1707	1020 E CATALDO AVE	Commercial	CC Core	Yes	GC-150	CC1-EC	Yes
35171.1501	1035 E CATALDO AVE	Commercial	CC Core	Yes	GC-150	CC1-EC	Yes
35174.0307	640 N CINCINNATI ST	Commercial	CC Core	Yes	GC-150	CC1-EC	Yes
35171.1914	801 N CINCINNATI ST	Institutional	Institutional	No	RHD-55	RHD-75	Yes
35171.1911	816 N CINCINNATI ST	Institutional	Institutional	No	OR-55	CC1-EC	Yes
35171.2111	1020 N CINCINNATI ST	Institutional	Institutional	No	OR-55	CC1-EC	Yes
35171.2315	1111 N CINCINNATI ST	Institutional	Institutional	No	R2	RHD-75	Yes
35171.2302	1117 N CINCINNATI ST	Institutional	Institutional	No	R2	RHD-75	Yes
35171.2416	1211 N CINCINNATI ST	Institutional	Institutional	No	R2	RHD-75	Yes
35171.2401	1221 N CINCINNATI ST	Institutional	Institutional	No	R2	RHD-75	Yes
35171.0212	1317 N CINCINNATI ST	Residential Low	Institutional	Yes	R1	RHD-75	Yes
35084.3807	1616 N CINCINNATI ST	CC Transition	CC Core	Yes	CA4	CA1	Yes
35084.3614	1707 N CINCINNATI ST	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3604	1713 N CINCINNATI ST	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3603	1717 N CINCINNATI ST	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3602	1723 N CINCINNATI ST	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3601	1727 N CINCINNATI ST	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2714	1815 N CINCINNATI ST	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35171.2220	N CINCINNATI ST	Institutional	Institutional	No	RHD-35	CA1	Yes
35174.0329	625 N COLUMBUS ST	CC Core	CC Core	No	CC1-DC	CA1	Yes
35174.0205	706 N COLUMBUS ST	Commercial	CC Core	Yes	GC-150	CA1	Yes
35174.0204	712 N COLUMBUS ST	Commercial	CC Core	Yes	GC-150	CA1	Yes
35174.0203	716 N COLUMBUS ST	Commercial	CC Core	Yes	GC-150	CA1	Yes
35174.0202	720 N COLUMBUS ST	Commercial	CC Core	Yes	GC-150	CA1	Yes
35174.0201	730 N COLUMBUS ST	Commercial	CC Core	Yes	GC-150	CA1	Yes
35171.1704	904 N COLUMBUS ST	Commercial	CC Core	Yes	GC-150	CC1-EC	Yes

# Exhibit J: List of All Parcels in the Project Area

Parcel	Site Address	LAND USE PLAN MAP DESIGNATION			ZONING MAP DESIGNATION		
		Current	Proposed	Would It Change?	Current	Proposed	Would It Change?
35171.1305	1112 N COLUMBUS ST	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.1112	1222 N COLUMBUS ST	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.0806	1304 N COLUMBUS ST	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.2309	1104 N DAKOTA ST	Institutional	Institutional	No	R2	RHD-75	Yes
35171.2310	1112 N DAKOTA ST	Institutional	Institutional	No	R2	RHD-75	Yes
35171.2307	1118 N DAKOTA ST	Institutional	Institutional	No	R2	RHD-75	Yes
35171.0206	1320 N DAKOTA ST	Institutional	Institutional	No	R1	RHD-75	Yes
35172.0112	1411 N DAKOTA ST	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35084.2708	1828 N DAKOTA ST	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35172.2712	211 E DESMET AVE	Institutional	Institutional	No	OR-55	RHD-75	Yes
35171.2311	709 E DESMET AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35171.2317	711 E DESMET AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35171.2313	715 E DESMET AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35171.2314	723 E DESMET AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35171.2316	729 E DESMET AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35171.1408	911 E DESMET AVE	CC Core	CC Core	No	CA3	CA1	Yes
35171.1415	917 E DESMET AVE	Residential Low	CC Core	Yes	R1	CA1	Yes
35171.1616	920 E DESMET AVE	CC Core	CC Core	No	CC1-DC	CC1-EC	Yes
35171.1416	923 E DESMET AVE	Residential Low	CC Core	Yes	R1	CA1	Yes
35171.1405	929 E DESMET AVE	Residential Low	CC Core	Yes	R1	CA1	Yes
35171.1303	1001 E DESMET AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.1614	1002 E DESMET AVE	Residential Low	CC Core	Yes	R1	CC1-EC	Yes
35171.1613	1006 E DESMET AVE	Residential Low	CC Core	Yes	R1	CC1-EC	Yes
35171.1304	1007 E DESMET AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.1612	1010 E DESMET AVE	Residential Low	CC Core	Yes	R1	CC1-EC	Yes
35171.1309	1011 E DESMET AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.1611	1014 E DESMET AVE	Residential Low	CC Core	Yes	R1	CC1-EC	Yes
35171.1610	1018 E DESMET AVE	Residential Low	CC Core	Yes	R1	CC1-EC	Yes
35171.1609	1020 E DESMET AVE	Residential Low	CC Core	Yes	R1	CC1-EC	Yes
35171.1310	1021 E DESMET AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.1608	1028 E DESMET AVE	Residential Low	CC Core	Yes	R1	CC1-EC	Yes
35171.1311	1029 E DESMET AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.1312	1031 E DESMET AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.1607	1036 E DESMET AVE	Residential Low	CC Core	Yes	R1	CC1-EC	Yes
35171.1606	1040 E DESMET AVE	Residential Low	CC Core	Yes	R1	CC1-EC	Yes
35171.1809	920 N HAMILTON	CC Core	CC Core	No	CC1-DC	CC1-EC	Yes



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Parcel	Site Address	LAND USE PLAN MAP DESIGNATION			ZONING MAP DESIGNATION		
		Current	Proposed	Would It Change?	Current	Proposed	Would It Change?
35174.0327	617 N HAMILTON ST	Commercial	CC Core	Yes	GC-150	CC1-EC	Yes
35174.0336	620 N HAMILTON ST	CC Core	CC Core	No	CC1-DC	CC1-EC	Yes
35174.0314	621 N HAMILTON ST	Commercial	CC Core	Yes	GC-150	CC1-EC	Yes
35174.0335	624 N HAMILTON ST	CC Core	CC Core	No	CC1-DC	CC1-EC	Yes
35174.0315	625 N HAMILTON ST	Commercial	CC Core	Yes	GC-150	CC1-EC	Yes
35174.0316	629 N HAMILTON ST	Commercial	CC Core	Yes	GC-150	CC1-EC	Yes
35174.0320	630 N HAMILTON ST	CC Core	CC Core	No	CC1-DC	CC1-EC	Yes
35174.0319	636 N HAMILTON ST	CC Core	CC Core	No	CC1-DC	CC1-EC	Yes
35174.0317	637 N HAMILTON ST	Commercial	CC Core	Yes	GC-150	CC1-EC	Yes
35174.0303	700 N HAMILTON ST	Commercial	CC Core	Yes	GC-150	CC1-EC, CA1	Yes
35174.0306	717 N HAMILTON ST	Commercial	CC Core	Yes	GC-150	CC1-EC	Yes
35174.0333	730 N HAMILTON ST	CC Core	CC Core	No	CC1-DC	CC1-EC, CA1	Yes
35175.0330	735 N HAMILTON ST	Institutional, Commercial	Institutional, CC Core	Yes	OR-55, RHD-55, GC-150	CC1-EC	Yes
35171.1808	800 N HAMILTON ST	CC Core	CC Core	No	CC1-DC	CC1-EC	Yes
35171.1622	1028 N HAMILTON ST	CC Core	CC Core	No	CC1-DC	CC1-EC	Yes
35171.2219	1101 N HAMILTON ST	CC Core, Institutional	Institutional	Yes	CA3, RHD-35	CA1	Yes
35171.1409	1102 N HAMILTON ST	CC Core	CC Core	No	CA3	CA1	Yes
35171.1410	1108 N HAMILTON ST	CC Core	CC Core	No	CA3	CA1	Yes
35171.1411	1112 N HAMILTON ST	CC Core	CC Core	No	CA3	CA1	Yes
35171.1207	1212 N HAMILTON ST	CC Core	CC Core	No	CA3	CA1	Yes
35171.2501	1217 N HAMILTON ST	CC Core	CC Core	No	CA2	CA1	Yes
35171.1206	1226 N HAMILTON ST	CC Core	CC Core	No	CA2	CA1	Yes
35171.0413	1303 N HAMILTON ST	CC Core	CC Core	No	CA2	CA1	Yes
35171.0412	1311 N HAMILTON ST	CC Core	CC Core	No	CA2	CA1	Yes
35171.0606	1320 N HAMILTON ST	CC Core	CC Core	No	CA3	CA1	Yes
35171.0401	1329 N HAMILTON ST	CC Core	CC Core	No	CA3	CA1	Yes
35171.0506	1414 N HAMILTON ST	CC Core	CC Core	No	CA3	CA1	Yes
35171.0315	1419 N HAMILTON ST	CC Core	CC Core	No	CA1	CA1	No
35084.3910	1604 N HAMILTON ST	CC Core	CC Core	No	CA1	CA1	No
35084.3813	1617 N HAMILTON ST	CC Core	CC Core	No	CA1	CA1	No
35084.3412	1710 N HAMILTON ST	CC Core	CC Core	No	CA3	CA1	Yes
35084.3410	1718 N HAMILTON ST	CC Core	CC Core	No	CC1-DC	CA1	Yes
35084.3422	1720 N HAMILTON ST	CC Core	CC Core	No	CC1-DC	CA1	Yes
35084.3501	1725 N HAMILTON ST	CC Core	CC Core	No	CC1-DC	CA1	Yes
35084.2809	1801 N HAMILTON ST	CC Core	CC Core	No	CC1-DC	CA1	Yes

# Exhibit J: List of All Parcels in the Project Area

Parcel	Site Address	LAND USE PLAN MAP DESIGNATION			ZONING MAP DESIGNATION		
		Current	Proposed	Would It Change?	Current	Proposed	Would It Change?
35084.2801	1821 N HAMILTON ST	CC Core	CC Core	No	CC1-DC	CA1	Yes
35084.2928	1860 N HAMILTON ST	CC Core	CC Core	No	CC1-DC	CA1	Yes
35084.2707	710 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2706	712 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2704	718 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2703	724 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2702	728 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2701	734 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2805	802 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2804	810 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2803	814 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2802	818 E INDIANA AVE	CC Core	CC Core	No	CC1-DC	CA1	Yes
35084.2922	904 E INDIANA AVE	CC Core	CC Core	No	CC1-DC	CA1	Yes
35084.2923	906 E INDIANA AVE	CC Core	CC Core	No	CC1-DC	CA1	Yes
35084.2909	910 E INDIANA AVE	CC Core	CC Core	No	CC1-DC	CA1	Yes
35084.2908	914 E INDIANA AVE	CC Core	CC Core	No	CC1-DC	CA1	Yes
35084.2907	918 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2921	924 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2905	928 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2904	934 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2903	938 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2902	944 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2901	950 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3010	1004 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3009	1008 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3022	1012 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3007	1018 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3006	1022 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3005	1104 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3004	1110 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3003	1112 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3002	1116 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3001	1122 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3109	1202 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3108	1208 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3107	1212 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes

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Parcel	Site Address	LAND USE PLAN MAP DESIGNATION			ZONING MAP DESIGNATION		
		Current	Proposed	Would It Change?	Current	Proposed	Would It Change?
35084.3106	1216 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3105	1224 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3104	1304 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3103	1308 E INDIANA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35174.0801	629 N IRON CT	LI, CC Core	LI, CC Core	No	LI, CC1-DC	LI, CC1-EC	Yes
35172.0415	1414 N LIDGERWOOD ST	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35083.4501	1618 N LIDGERWOOD ST	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35172.0401	302 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4512	303 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4511	307 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35172.0402	308 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4510	311 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35172.0403	312 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4509	315 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35172.0404	318 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4514	321 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35172.0405	324 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35172.0406	328 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4513	329 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35172.0305	402 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4611	407 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4610	413 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35172.0304	414 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4609	417 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35172.0303	418 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4608	423 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35172.0302	424 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35172.0301	428 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4607	429 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4710	503 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35172.0206	504 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35172.0215	508 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4709	509 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4708	511 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4707	517 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35172.0203	518 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes

# Exhibit J: List of All Parcels in the Project Area

Parcel	Site Address	LAND USE PLAN MAP DESIGNATION			ZONING MAP DESIGNATION		
		Current	Proposed	Would It Change?	Current	Proposed	Would It Change?
35172.0202	524 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35083.4706	525 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35172.0201	528 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35172.0105	604 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35172.0104	610 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35085.0012	611 E MISSION AVE	Residential Low	Residential Low, Residential Moderate	Yes	R1	R1, RMF-40	Yes
35172.0103	618 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35172.0102	624 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35172.0101	630 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35171.0107	702 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3701	707 E MISSION AVE	CC Transition	CC Core	Yes	CA4	CA1	Yes
35171.0105	708 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35171.0106	708 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35171.0104	714 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35171.0103	718 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35171.0102	724 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35171.0114	728 E MISSION AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35171.0307	802 E MISSION AVE	CC Transition	CC Core	Yes	CA4	CA1	Yes
35084.3808	803 E MISSION AVE	CC Transition	CC Core	Yes	CA4	CA1	Yes
35084.3809	807 E MISSION AVE	CC Transition	CC Core	Yes	CA4	CA1	Yes
35171.0306	808 E MISSION AVE	CC Transition	CC Core	Yes	CA4	CA1	Yes
35084.3810	811 E MISSION AVE	CC Transition	CC Core	Yes	CA4	CA1	Yes
35171.0305	814 E MISSION AVE	CC Transition	CC Core	Yes	CA4	CA1	Yes
35084.3811	817 E MISSION AVE	CC Core	CC Core	No	CA1	CA1	No
35171.0304	818 E MISSION AVE	CC Core	CC Core	No	CA1	CA1	No
35171.0303	824 E MISSION AVE	CC Core	CC Core	No	CA1	CA1	No
35084.3812	825 E MISSION AVE	CC Core	CC Core	No	CA1	CA1	No
35171.0514	914 E MISSION AVE	CC Core	CC Core	No	CA1	CA1	No
35171.0503	918 E MISSION AVE	CC Core, CC Transition	CC Core	Yes	CA1	CA1	No
35171.0502	924 E MISSION AVE	CC Transition	CC Core	Yes	CA4	CA1	Yes
35171.0512	930 E MISSION AVE	CC Transition	CC Core	Yes	CA4	CA1	Yes
35084.3918	933 E MISSION AVE	CC Core	CC Core	No	CA1	CA1	No
35084.4011	1003 E MISSION AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.0712	1004 E MISSION AVE	Residential Low	CC Core	Yes	R1	CA1	Yes
35171.0704	1010 E MISSION AVE	Residential Low	CC Core	Yes	R1	CA1	Yes

# Exhibit J: List of All Parcels in the Project Area

Parcel	Site Address	LAND USE PLAN MAP DESIGNATION			ZONING MAP DESIGNATION		
		Current	Proposed	Would It Change?	Current	Proposed	Would It Change?
35084.4012	1013 E MISSION AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.4019	1017 E MISSION AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.0703	1018 E MISSION AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.0702	1024 E MISSION AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.0701	1028 E MISSION AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.4020	1035 E MISSION AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.4021	1103 E MISSION AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.4015	1107 E MISSION AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.4016	1111 E MISSION AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.4017	1117 E MISSION AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.4018	1123 E MISSION AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.4109	1203 E MISSION AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.4110	1207 E MISSION AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.4111	1211 E MISSION AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.4112	1217 E MISSION AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.4113	1223 E MISSION AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.4114	1307 E MISSION AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.4001	1617 N MORTON ST	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35084.3320	1705 N MORTON ST	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3208	1714 N MORTON ST	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3321	1715 N MORTON ST	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3020	1811 N MORTON ST	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3110	1822 N MORTON ST	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2709	703 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3610	704 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3611	708 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3608	712 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2710	717 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2711	721 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2712	727 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2713	731 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2715	735 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2806	803 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3505	804 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3504	808 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2807	811 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes

# Exhibit J: List of All Parcels in the Project Area

Parcel	Site Address	LAND USE PLAN MAP DESIGNATION			ZONING MAP DESIGNATION		
		Current	Proposed	Would It Change?	Current	Proposed	Would It Change?
35084.3503	812 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2808	817 E NORA AVE	CC Core	CC Core	No	CC1-DC	CA1	Yes
35084.3502	820 E NORA AVE	CC Core	CC Core	No	CC1-DC	CA1	Yes
35084.2911	901 E NORA AVE	CC Core	CC Core	No	CC1-DC	CA1	Yes
35084.2912	911 E NORA AVE	CC Core	CC Core	No	CC1-DC	CA1	Yes
35084.3408	914 E NORA AVE	CC Core	CC Core	No	CC1-DC	CA1	Yes
35084.2913	917 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3407	918 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2914	921 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3406	922 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2915	927 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3405	928 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3404	934 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2916	935 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2917	937 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3403	938 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3402	942 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.2918	945 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3401	950 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3310	1002 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3011	1003 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3012	1007 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3309	1008 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3013	1011 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3308	1012 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3014	1015 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3307	1018 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3306	1022 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3015	1023 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3016	1101 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3305	1104 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3017	1107 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3304	1108 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3018	1111 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3303	1114 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3019	1117 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes



# Exhibit J: List of All Parcels in the Project Area

Parcel	Site Address	LAND USE PLAN MAP DESIGNATION			ZONING MAP DESIGNATION		
		Current	Proposed	Would It Change?	Current	Proposed	Would It Change?
35084.3302	1118 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3021	1121 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3301	1124 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3111	1203 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3207	1204 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3112	1207 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3206	1208 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3117	1213 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3218	1214 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3118	1215 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3217	1216 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3114	1219 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3204	1224 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3119	1225 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3120	1227 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3203	1228 E NORA AVE	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3202	1725 N PERRY ST	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35172.1113	301 E SHARP AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.1801	302 E SHARP AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35172.1112	309 E SHARP AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.1111	311 E SHARP AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.1110	317 E SHARP AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.1813	318 E SHARP AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35172.1805	324 E SHARP AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35172.1109	325 E SHARP AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.1806	328 E SHARP AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35172.1108	329 E SHARP AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.1212	401 E SHARP AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.1718	402 E SHARP AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35172.1213	407 E SHARP AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.1716	414 E SHARP AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35172.1717	418 E SHARP AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35172.1701	428 E SHARP AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35172.1214	429 E SHARP AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.1313	503 E SHARP AVE	Institutional	Institutional	No	R1	RHD-75	Yes
35172.1622	508 E SHARP AVE	Institutional	Institutional	No	R2	RHD-75	Yes



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Parcel	Site Address	LAND USE PLAN MAP DESIGNATION			ZONING MAP DESIGNATION		
		Current	Proposed	Would It Change?	Current	Proposed	Would It Change?
35172.1310	517 E SHARP AVE	Institutional	Institutional	No	R1	RHD-75	Yes
35172.1311	521 E SHARP AVE	Institutional	Institutional	No	R1	RHD-75	Yes
35172.1312	527 E SHARP AVE	Institutional	Institutional	No	R1	RHD-75	Yes
35172.1401	601 E SHARP AVE	Institutional	Institutional	No	R1	RHD-75	Yes
35175.1522	630 E SHARP AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35171.0207	703 E SHARP AVE	Institutional	Institutional	No	R1	RHD-75	Yes
35171.2405	704 E SHARP AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35171.0208	707 E SHARP AVE	Institutional	Institutional	No	R1	RHD-75	Yes
35171.0209	711 E SHARP AVE	Institutional, Residential Low	Institutional	Yes	R1	RHD-75	Yes
35171.2404	714 E SHARP AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35171.0210	717 E SHARP AVE	Residential Low	Institutional	Yes	R1	RHD-75	Yes
35171.2403	718 E SHARP AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35171.0211	723 E SHARP AVE	Residential Low	Institutional	Yes	R1	RHD-75	Yes
35171.2402	724 E SHARP AVE	Institutional	Institutional	No	R2	RHD-75	Yes
35171.0213	727 E SHARP AVE	Residential Low	Institutional	Yes	R1	RHD-75	Yes
35171.2601	802 E SHARP AVE	Institutional	Institutional	No	RHD-55	RHD-75	Yes
35171.0407	803 E SHARP AVE	CC Transition	CC Core	Yes	CA4	CA1	Yes
35171.0408	807 E SHARP AVE	CC Transition	CC Core	Yes	CA4	CA1	Yes
35171.0409	815 E SHARP AVE	CC Transition, CC Core	CC Core	Yes	CA4	CA1	Yes
35171.0410	819 E SHARP AVE	CC Core	CC Core	No	CA2	CA1	Yes
35171.0411	821 E SHARP AVE	CC Core	CC Core	No	CA2	CA1	Yes
35171.0607	901 E SHARP AVE	CC Core	CC Core	No	CA2	CA1	Yes
35171.1205	908 E SHARP AVE	CC Core	CC Core	No	CA2	CA1	Yes
35171.0608	911 E SHARP AVE	CC Core, CC Transition	CC Core	Yes	CA2	CA1	Yes
35171.1204	914 E SHARP AVE	CC Core, CC Transition	CC Core	Yes	CA2	CA1	Yes
35171.0609	917 E SHARP AVE	CC Transition	CC Core	Yes	CA4	CA1	Yes
35171.1203	918 E SHARP AVE	CC Transition	CC Core	Yes	CA4	CA1	Yes
35171.1202	924 E SHARP AVE	CC Transition	CC Core	Yes	CA4	CA1	Yes
35171.0610	929 E SHARP AVE	CC Transition	CC Core	Yes	CA4	CA1	Yes
35171.1201	930 E SHARP AVE	CC Transition	CC Core	Yes	CA4	CA1	Yes
35171.0807	1007 E SHARP AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.1105	1008 E SHARP AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.1104	1012 E SHARP AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.0808	1013 E SHARP AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.0809	1017 E SHARP AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes

# Exhibit J: List of All Parcels in the Project Area

Parcel	Site Address	LAND USE PLAN MAP DESIGNATION			ZONING MAP DESIGNATION		
		Current	Proposed	Would It Change?	Current	Proposed	Would It Change?
35171.1103	1018 E SHARP AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.0416	303 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35172.1114	304 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.1102	308 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.0411	309 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35172.0410	311 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35172.1103	312 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.1104	314 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.0409	315 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35172.1105	318 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.0408	325 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35172.1106	328 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.0407	329 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35172.1211	404 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.0307	405 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35172.1206	408 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.0308	411 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35172.1205	412 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.0309	417 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35172.1204	418 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.0310	421 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35172.1203	424 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.0311	427 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35172.1201	428 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35172.1305	502 E SINTO AVE	Residential Low	Institutional	Yes	R1	RHD-75	Yes
35172.0209	503 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35172.0217	507 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35172.1304	510 E SINTO AVE	Residential Low	Institutional	Yes	R1	RHD-75	Yes
35172.0211	511 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35172.1303	514 E SINTO AVE	Residential Low	Institutional	Yes	R1	RHD-75	Yes
35172.0212	517 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35172.1302	518 E SINTO AVE	Residential Low	Institutional	Yes	R1	RHD-75	Yes
35172.0213	525 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35172.0107	603 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35172.0108	607 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35172.0109	611 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes

# Exhibit J: List of All Parcels in the Project Area

Parcel	Site Address	LAND USE PLAN MAP DESIGNATION			ZONING MAP DESIGNATION		
		Current	Proposed	Would It Change?	Current	Proposed	Would It Change?
35172.0110	615 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35172.0111	623 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35171.0205	702 E SINTO AVE	Institutional	Institutional	No	R1	RHD-75	Yes
35171.0108	703 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35171.0204	708 E SINTO AVE	Institutional	Institutional	No	R1	RHD-75	Yes
35171.0109	709 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35171.0110	711 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35171.0203	714 E SINTO AVE	Institutional, Residential Low	Institutional	Yes	R1	RHD-75	Yes
35171.0111	717 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35171.0202	720 E SINTO AVE	Residential Low	Institutional	Yes	R1	RHD-75	Yes
35171.0112	723 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35171.0113	727 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35171.0201	728 E SINTO AVE	Residential Low	Institutional	Yes	R1	RHD-75	Yes
35171.0308	803 E SINTO AVE	Residential Low	CC Core	Yes	R1	CA1	Yes
35171.0414	804 E SINTO AVE	Residential Low	CC Core	Yes	R1	CA1	Yes
35171.0309	807 E SINTO AVE	Residential Low	CC Core	Yes	R1	CA1	Yes
35171.0310	813 E SINTO AVE	Residential Low, CC Core	CC Core	Yes	R1	CA1	Yes
35171.0404	814 E SINTO AVE	Residential Low, CC Core	CC Core	Yes	R1	CA1	Yes
35171.0312	817 E SINTO AVE	CC Core	CC Core	No	CA3	CA1	Yes
35171.0403	818 E SINTO AVE	CC Core	CC Core	No	CA3	CA1	Yes
35171.0311	819 E SINTO AVE	CC Core	CC Core	No	CA3	CA1	Yes
35171.0316	823 E SINTO AVE	CC Core	CC Core	No	CA3	CA1	Yes
35171.0402	824 E SINTO AVE	CC Core	CC Core	No	CA3	CA1	Yes
35171.0507	907 E SINTO AVE	CC Core	CC Core	No	CA3	CA1	Yes
35171.0605	908 E SINTO AVE	CC Core	CC Core	No	CA3	CA1	Yes
35171.0508	911 E SINTO AVE	CC Core, Residential Low	CC Core	Yes	CA3	CA1	Yes
35171.0604	912 E SINTO AVE	CC Core, Residential Low	CC Core	Yes	CA3	CA1	Yes
35171.0603	916 E SINTO AVE	Residential Low	CC Core	Yes	R1	CA1	Yes
35171.0509	917 E SINTO AVE	Residential Low	CC Core	Yes	R1	CA1	Yes
35171.0602	922 E SINTO AVE	Residential Low	CC Core	Yes	R1	CA1	Yes
35171.0510	923 E SINTO AVE	Residential Low	CC Core	Yes	R1	CA1	Yes

# Exhibit J: List of All Parcels in the Project Area

Parcel	Site Address	LAND USE PLAN MAP DESIGNATION			ZONING MAP DESIGNATION		
		Current	Proposed	Would It Change?	Current	Proposed	Would It Change?
35171.0601	928 E SINTO AVE	Residential Low	CC Core	Yes	R1	CA1	Yes
35171.0513	929 E SINTO AVE	Residential Low	CC Core	Yes	R1	CA1	Yes
35171.0812	1002 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.0813	1004 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.0713	1005 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.0707	1009 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.0708	1011 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.0804	1014 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.0709	1017 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.0803	1018 E SINTO AVE	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35162.2002	1111 N SOUTH RIVERTON AVE	Conservation OS	Conservation OS	No	RMF	RHD-55	Yes
35175.0410	703 E SPOKANE FALLS BLVD	Institutional	Institutiona	Yes	GC-150, DTU	CC1-EC, DTU	Yes
35174.0510	840 E SPOKANE FALLS BLVD	CC Core	Institutional	Yes	CC1-EC	CC1-EC	No
35174.0511	850 E SPOKANE FALLS BLVD	CC Core, None	CC Core, None	No	CC1-EC	CC1-EC	No
35174.0512	902 E SPOKANE FALLS BLVD	CC Core, HI	CC Core, HI	No	CC1-EC	CC1-EC	No
35174.0318	902 E SPRINGFIELD AVE	CC Core	CC Core	No	CC1-DC	CC1-EC	Yes
35174.0218	1019 E SPRINGFIELD AVE	Commercial	CC Core	Yes	GC-150	CA1	Yes
35172.1301	1321 N STANDARD ST	Residential Low	Institutional	Yes	R1	RHD-75	Yes
35172.0106	1414 N STANDARD ST	Residential Low	Residential High	Yes	R1	RHD-55	Yes
35083.4705	1619 N STANDARD ST	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35174.0027	704 N SUPERIOR ST	CC Core	CC Core	No	CC1-DC	CC1-EC	Yes
35174.0223	704 N SUPERIOR ST	CC Core	CC Core	No	CC1-DC	CC1-EC	Yes
35174.0207	711 N SUPERIOR ST	Commercial	CC Core	Yes	GC-150	CC1-EC	Yes
35174.0219	722 N SUPERIOR ST	CC Core	CC Core	No	CC1-DC	CC1-EC	Yes
35174.0208	731 N SUPERIOR ST	Commercial	CC Core	Yes	GC-150	CC1-EC	Yes
35174.0209	751 N SUPERIOR ST	Commercial	CC Core	Yes	GC-150	CC1-EC, CA1	Yes
35171.0030	1016 N SUPERIOR ST	Residential Moderate, Conservation OS	Residential High	Yes	RMF	RHD-55	Yes
35171.0013	1100 N SUPERIOR ST	Residential Moderate, Conservation OS	Residential High	Yes	RMF	RHD-55	Yes
35171.1313	1111 N SUPERIOR ST	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.0016	1114 N SUPERIOR ST	Residential Moderate, Conservation OS	Residential High	Yes	RMF	RHD-55	Yes
35171.0017	1114 N SUPERIOR ST	Residential Moderate	Residential High	Yes	RMF	RHD-55	Yes
35171.1315	1117 N SUPERIOR ST	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.1314	1121 N SUPERIOR ST	Residential Low	Residential High	Yes	R1	RHD-75	Yes

# Exhibit J: List of All Parcels in the Project Area

Parcel	Site Address	LAND USE PLAN MAP DESIGNATION			ZONING MAP DESIGNATION		
		Current	Proposed	Would It Change?	Current	Proposed	Would It Change?
35171.0015	1216 N SUPERIOR ST	Residential Moderate	Residential High	Yes	RMF	RHD-55	Yes
35171.1102	1221 N SUPERIOR ST	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.1101	1227 N SUPERIOR ST	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.0012	1280 N SUPERIOR ST	Conservation OS	Conservation OS	No	RMF	RHD-55	Yes
35171.0811	1305 N SUPERIOR ST	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.0810	1311 N SUPERIOR ST	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.0802	1319 N SUPERIOR ST	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.0801	1327 N SUPERIOR ST	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.0711	1403 N SUPERIOR ST	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35171.0710	1413 N SUPERIOR ST	Residential Low	Residential High	Yes	R1	RHD-75	Yes
35174.0596	820 E TRENT	CC Core	Institutional	Yes	CC1-EC	CC1-EC	No
35173.0116	500 E TRENT AVE	Downtown, CC Core	Downtown, Institutional	Yes	DTU, CC1-EC	DTU, CC1-EC	No
35174.0334	801 E TRENT AVE	Commercial	CC Core	Yes	GC-150	CC1-EC	Yes
35174.0325	905 E TRENT AVE	CC Core	CC Core	No	CC1-DC	CC1-EC	Yes
35174.0326	909 E TRENT AVE	CC Core	CC Core	No	CC1-DC	CC1-EC	Yes
35174.0028	1007 E TRENT AVE	CC Core	CC Core	No	CC1-DC	CC1-EC	Yes
35174.0224	1007 E TRENT AVE	CC Core	CC Core	No	CC1-DC	CC1-EC, CA1	Yes
35084.2705	Unassigned Address	Residential Low	Residential Moderate	Yes	R1	RMF-40	Yes
35084.3220	Unassigned Address	Residential Low	Residential Low, Residential Moderate, Residential High	Yes	R1	R1, RMF-40, RHD-75	Yes
35171.0021	Unassigned Address	Conservation OS	Conservation OS	No	RMF	RHD-55	Yes
35171.0022	Unassigned Address	Conservation OS, LI	Conservation OS, LI	No	LI, RMF	LI, RMF, RHD-55	Yes
35171.0025	Unassigned Address	Conservation OS	Conservation OS	No	RMF	RHD-55	Yes
35171.0029	Unassigned Address	Conservation OS	Conservation OS	No	RMF	RHD-55	Yes
35171.0036	Unassigned Address	LI, Conservation OS	LI, Conservation OS	No	LI, RMF	LI, RHD-55	Yes
35171.0037	Unassigned Address	Conservation OS	Conservation OS	No	RMF	RHD-55	Yes
35171.0039	Unassigned Address	Conservation OS	Conservation OS	No	RMF	RHD-55	Yes
35171.1703	Unassigned Address	Commercial	CC Core	Yes	GC-150	CC1-EC	Yes
35171.1913	Unassigned Address	Institutional	Institutional	No	RHD-55	RHD-75	Yes
35171.1915	Unassigned Address	Institutional	Institutional	No	RHD-55, OR-55	CC1-EC	Yes
35172.1708	Unassigned Address	Institutional	Institutional	No	R2	RHD-75	Yes
35173.0001	Unassigned Address	Institutional, Conservation OS	Institutional, Conservation OS	No	RHD-55, GC-150	RHD-55, RHD-75	Yes
35174.0004	Unassigned Address	CC Core, LI	CC Core, LI	No	CC1-DC, LI	CC1-EC, LI	Yes

## Exhibit J: List of All Parcels in the Project Area

Parcel	Site Address	LAND USE PLAN MAP DESIGNATION			ZONING MAP DESIGNATION		
		Current	Proposed	Would It Change?	Current	Proposed	Would It Change?
35174.0217	Unassigned Address	Commercial	CC Core	Yes	GC-150	CA1	Yes
35174.0328	Unassigned Address	CC Core	CC Core	No	CC1-DC	CC1-EC	Yes
35174.0332	Unassigned Address	CC Core	CC Core	No	CC1-DC	CC1-EC, CA1	Yes
35174.0401	Unassigned Address	Institutional	Institutional	No	RHD-55, GC-150	RHD-75	Yes
35174.0402	Unassigned Address	Institutional	Institutional	No	RHD-55, GC-150	RHD-75	Yes
35174.0417	Unassigned Address	Institutional	Institutional	No	GC-150	CC1-EC	Yes
35174.0509	Unassigned Address	CC Core, HI	CC Core, HI	No	CC1-EC	CC1-EC	No
35175.0406	Unassigned Address	Institutional	Institutional	No	RHD-55, GC-150	RHD-75	Yes
35175.2708	Unassigned Address	Institutional	Institutional	No	RHD-55	RHD-75	Yes

## Exhibit K: List of All Parcels in the Project Area

Parcel	Site Address	LAND USE PLAN MAP DESIGNATION		ZONING MAP DESIGNATION	
		Current	Proposed	Current	Proposed
35172.2906	202 E CATALDO AVE	Institutional, Conservation OS	Institutional, Conservation OS	RHD-55, DTU, CB-150	RHD-55, DTU, CB-150
35171.0315	1419 N HAMILTON ST	CC Core	CC Core	CA1	CA1
35084.3910	1604 N HAMILTON ST	CC Core	CC Core	CA1	CA1
35084.3813	1617 N HAMILTON ST	CC Core	CC Core	CA1	CA1
35084.3811	817 E MISSION AVE	CC Core	CC Core	CA1	CA1
35171.0304	818 E MISSION AVE	CC Core	CC Core	CA1	CA1
35171.0303	824 E MISSION AVE	CC Core	CC Core	CA1	CA1
35084.3812	825 E MISSION AVE	CC Core	CC Core	CA1	CA1
35171.0514	914 E MISSION AVE	CC Core	CC Core	CA1	CA1
35084.3918	933 E MISSION AVE	CC Core	CC Core	CA1	CA1
35174.0511	850 E SPOKANE FALLS BLVD	CC Core, None	CC Core, None	CC1-EC	CC1-EC
35174.0512	902 E SPOKANE FALLS BLVD	CC Core, HI	CC Core, HI	CC1-EC	CC1-EC
35174.0509	Unassigned Address	CC Core, HI	CC Core, HI	CC1-EC	CC1-EC

*The parcels listed above would not change their current Land Use Plan Map and Zoning designation under Proposal Z24-105COMP. They are listed here because they are inside the study area for the South Logan TOD study and its resulting recommendations. However, their designations would remain unchanged by this proposal.*





2023/2024 Comprehensive Plan Amendments

## **Z24-105COMP ADDITIONAL PUBLIC COMMENT**

Department of Neighborhood and Planning Services

The following public comments were received after the issuance of the Staff Report on September 20, 2024.

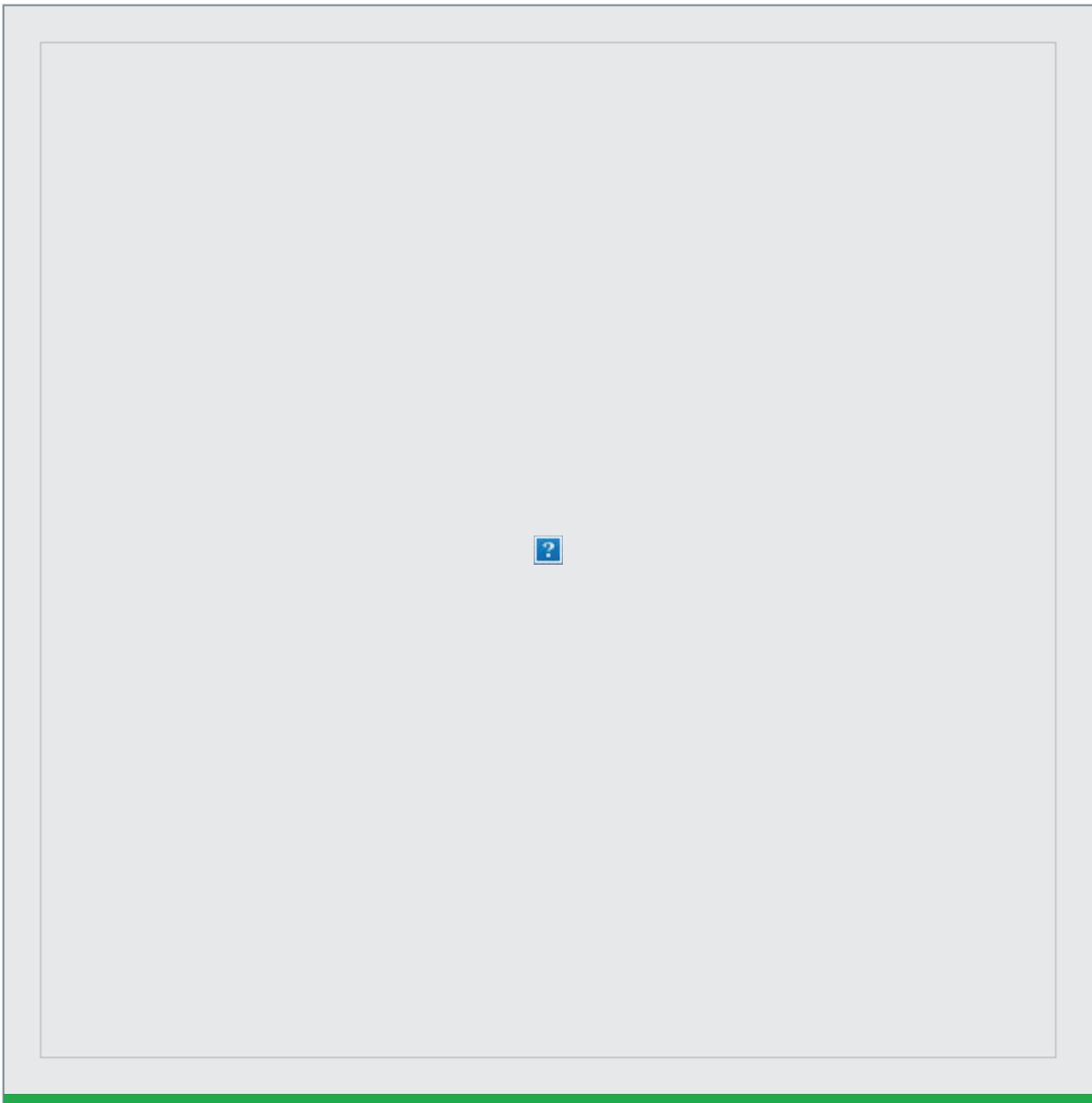
**From:** [Justin Haller](#)  
**To:** [Planning & Development Services South Logan TOD Project](#)  
**Subject:** Re: South Logan TOD Update  
**Date:** Friday, September 20, 2024 3:27:21 PM

---

**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

Will the public hearing be like every other public hearing in the fact that you just tell us what you're going to do instead of actually asking for input? Just like the Monroe Street project and every other project were you just warn us that you're going to spend \$200 million dollars shutting down one lane of division for sta buses?

On Friday, September 20, 2024 at 08:05:06 AM PDT, City of Spokane Planning <[southlogantod@spokanecity.org](mailto:southlogantod@spokanecity.org)> wrote:



**September 20, 2024**

**Dear Community Member,**

Phase 1 of South Logan TOD Implementation involving area-specific and citywide amendments to the Spokane Municipal Code were [approved by City Council on August 12, 2024](#), and have now gone into effect.

The second phase of South Logan TOD Implementation involves land use and zone changes within the South Logan Subarea. Included in the 2023/2024 Comprehensive Plan Amendments, the proposal (Z24-105COMP) reflects the Preferred Alternative in the [South Logan TOD Plan](#).

[More information about the proposed Comprehensive Plan Amendment can be found on the project webpage.](#)

## Phase 2 Public Hearing

The Spokane Plan Commission will hold a public hearing on the 2023/2024 Comprehensive Plan Amendments on Wednesday, Oct. 9.

Members of the public who wish to speak at the hearing may sign up using the directions and link in the Plan Commission agenda packet, which will be available on the [Plan Commission webpage](#) under the Agendas dropdown. Agendas are posted a week before the scheduled hearing. The public hearing will start at 4 p.m. in City Council Chambers at City Hall.

## Next Steps

Written testimony can be sent via email in advance of the Plan Commission hearing to [compplan@spokanecity.org](mailto:compplan@spokanecity.org). Verbal testimony will be heard at the meeting on Wednesday, Oct. 9.

*You are receiving this email because you signed up via the [South Logan TOD webpage](#) or have been identified as an individual or stakeholder in the discussion, or expressed interest in receiving planning project updates from the City of Spokane. Please feel free to share this email with others who are interested in receiving [email updates](#) like this one about this project. To unsubscribe, please email [southloganTOD@spokanecity.org](mailto:southloganTOD@spokanecity.org).*

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Constant Contact



**From:** [johnbryant777@gmail.com](mailto:johnbryant777@gmail.com)  
**To:** [Downey, KayCee](#)  
**Cc:** "[Cindy Bryant](#)"  
**Subject:** Illegal Camping & Centennial Trail Obstruction @ Iron Bridge/Superior Ave/Centennial Trail - Please clear the encampment & please approve the parking lot fence for Riverwalk Property Parking  
**Date:** Friday, September 27, 2024 11:46:13 AM  
**Attachments:** [Screenshot\\_20240925-114631.PNG](#)  
[IMG\\_8123.PNG](#)  
**Importance:** High

---

**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

KayCee,

Please add this e-mail to the Spokane Planning Department Public Record for the October 9<sup>th</sup> meeting. Thank you – John Bryant, Owner, No-Li Brewhouse

Thursday, Sept. 27<sup>th</sup>  
Crime Check, 311,

We have a new transient encampment on the Centennial Trail & Iron Bridge at Superior Ave.

The encampment is where City of Spokane Police cleared out convicted felons (last week) by the bank of the Spokane River and on the Centennial Path/Trail.

It is approx. three white males, one white female, pit bull type dog and large amounts of tents, tarps, shopping carts, garbage and more. It is growing in size swiftly.

**Please:**

Today: Please remove this encampment and walk the Spokane Riverbank and the under-sides of Trent Ave. & Iron Bridge.

**Reasoning:**

Gonzaga University Women's Cross Country Team now actively utilizes the Centennial Trail and our S. Logan Neighborhood area (Columbus/Springfield/Superior Ave.) for morning running training. We have JOYA, youth gymnastics facility and two churches, with youth programs, in this direct area.

**Nightly/Daily:**

We are fending off violent re-offenders that are causing harassment, threatened violence, vandalism, theft and lack of public safety.

**Growing Concern of Public Safety:**

We are now seeing additional ways that transient people are victimizing our staff, neighbors, citizens, building structures and business.

- 1. Spokane River is now a transportation avenue for criminal activity.**
  - o Convicted felons are stealing stand-up paddle boards and boats and

traversing the river to riverside encampments.

**2. Spokane Public Buses are an active transportation avenue for criminals to exit the scene of the crime and move swiftly to other parts of the city.**

- Fact-based with I-Phone tracking from theft at Riverwalk Building.
- We tracked the felon from Riverwalk Property, Gonzaga Campus, Downtown City Bus Station and then to Shadle Park HS area.

**3. Trent Ave. Bridge interior decking now used to for creating places to actively do drugs, fires, encampments, etc.**

- Transient people are gaining access to the under-sides and within bridge deck areas. They are utilizing wood and various objects to create platforms.
- Bridge cement infrastructure is penetrated with metal objects and hammocks are placed.
- NEW Trent Ave. Bridge is now a hot-spot for criminal activity.
- Public safety under bridges, within bridge deck infrastructure areas, are a potential structural integrity issue with bridges; encampments, drug use and fires up & within the under-side of the bridge deck.

**Request:**

Please advise me of what else we can do beyond hiring Metro Security, key pads on bathrooms doors, increased lighting around the Riverwalk Building, more cameras inside and outside the building and requests for the approval and right to place a fence around the front Riverwalk Property parking lot.

Sincerely,

John Bryant  
Owner  
No-Li Brewhouse

**From:** [johnbryant777@gmail.com](mailto:johnbryant777@gmail.com) <[johnbryant777@gmail.com](mailto:johnbryant777@gmail.com)>

**Sent:** Wednesday, September 25, 2024 12:12 PM

**Subject:** Illegal Flame Underneath and Within the Infrastructure of Trent Ave. Bridge: Photos of new illegal encampment and new method of illegal camping at Trent Ave. Bridge & Riverwalk Property w/ Drug Use

Crime Check & 311,

This is next level illegal camping, vandalism and burning within a public space and

transportation infrastructure.

Two to three white males, 20 to 30 year old age, with accumulating camping materials, tents, tarps, sleeping bags, active flames, fire making materials and growing levels of garbage.

- See attached photos taken this morning.

The transient individuals have damaged the underside of the Trent Ave. Bridge. They have placed hammocks, created crawl and living-spaces and are up & within the underside of the bridge deck. They have flames of items being burned.

-  
Specific Location:

West side of the Trent Ave. Bridge. The vandalism and living spaces are underneath the bridge and up and within the bridge deck; within the bridge infrastructure.

Question:

Is it safe for fires to be lit and burned within the underside of the bridge?  
Would this compromise the safety and integrity of the bridge to vehicles?

We had an attempted break-in last night. It appears these people have spray painted the historic Riverwalk Building, tried to break through new fencing into our business and are actively lighting flames.

We appreciate your support today.

John Bryant  
Owner  
No-Li Brewhouse

---

**From:** [johnbryant777@gmail.com](mailto:johnbryant777@gmail.com) <[johnbryant777@gmail.com](mailto:johnbryant777@gmail.com)>

**Sent:** Wednesday, September 25, 2024 10:57 AM

**Subject:** RE: Active Drug Use and Illegal Camping under West Side of Trent Ave. Bridge by Riverwalk Property

Crime Check, 311,

This person is choosing to be in a hammock, creating their own living environment, that has been illegally placed, vandalized the new Trent Ave. Bridge. It is also next to the relatively new spray painting on the historic brick Riverwalk Building, and within feet of where we are continuously broke into and vandalized, as well as theft we consistently experience.

This person is actively doing drugs as we type back and forth.

On Sep 25, 2024, at 10:45 AM, <[johnbryant777@gmail.com](mailto:johnbryant777@gmail.com)>  
<[johnbryant777@gmail.com](mailto:johnbryant777@gmail.com)> wrote:

Crime, Check & 311,

It is 10:30 a.m. on Wednesday, Sept. 25<sup>th</sup>.

I am watching a white male about 30 years old in an orange hammock, placed up and underneath the west side of the Trent Ave. Bridge, adjacent to the west of Riverwalk Property, actively burning some type of drug.

PLEASE:

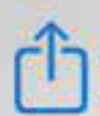
Please remove the illegally placed hammock and remove the active drugs being used in a public space this morning.

This is the same side of Riverwalk Property that we continuously have break-ins, theft, vandalism and harassment. We have two churches in the Riverwalk Building with youth programs.

We appreciate your efforts.

John Bryant  
Owner  
No-Li Brewhouse  
C/ (970) 980-4540





**Whitmarsh, Brandon**

---

**From:** dougells@yahoo.com  
**Sent:** Thursday, October 3, 2024 12:47 PM  
**To:** Planning & Development Services Comp Plan  
**Subject:** comp plan issue

[CAUTION - EXTERNAL EMAIL - Verify Sender]

October 3, 2024

Subject: Compressive Plan 2024; item \*Z24-105COMP South Logan Study Area

Reference: South Logan TOD final environmental impact study

Section: 1.4.9 pages 14, 15, 16.

“With Mission Park (13 acres) being the only publicly developed park space, the study area currently falls short of the city-wide level of service for total park acreage and would only get worse under the Preferred (TOD) Alternative. Potential Impacts With a projected population increase of 6,735 by 2047 under the Preferred Alternative, (south Logan TOD) the study area will have a deficit of over 53 acres of total parkland.”

Dear Kevin Freibott

I am opposed to acceptance of the subject compressive plan 2024 item Z24-105COMP without modification as proposed below.

Because of a Lack of “level of service”; I request that future project construction approval require EXTRA open space provisions to offset this shortcoming. Especially large projects with a high population per area should be required to provide fetcher’s to help offset this.

Neighborhood resident and owner  
Doug Tompkins

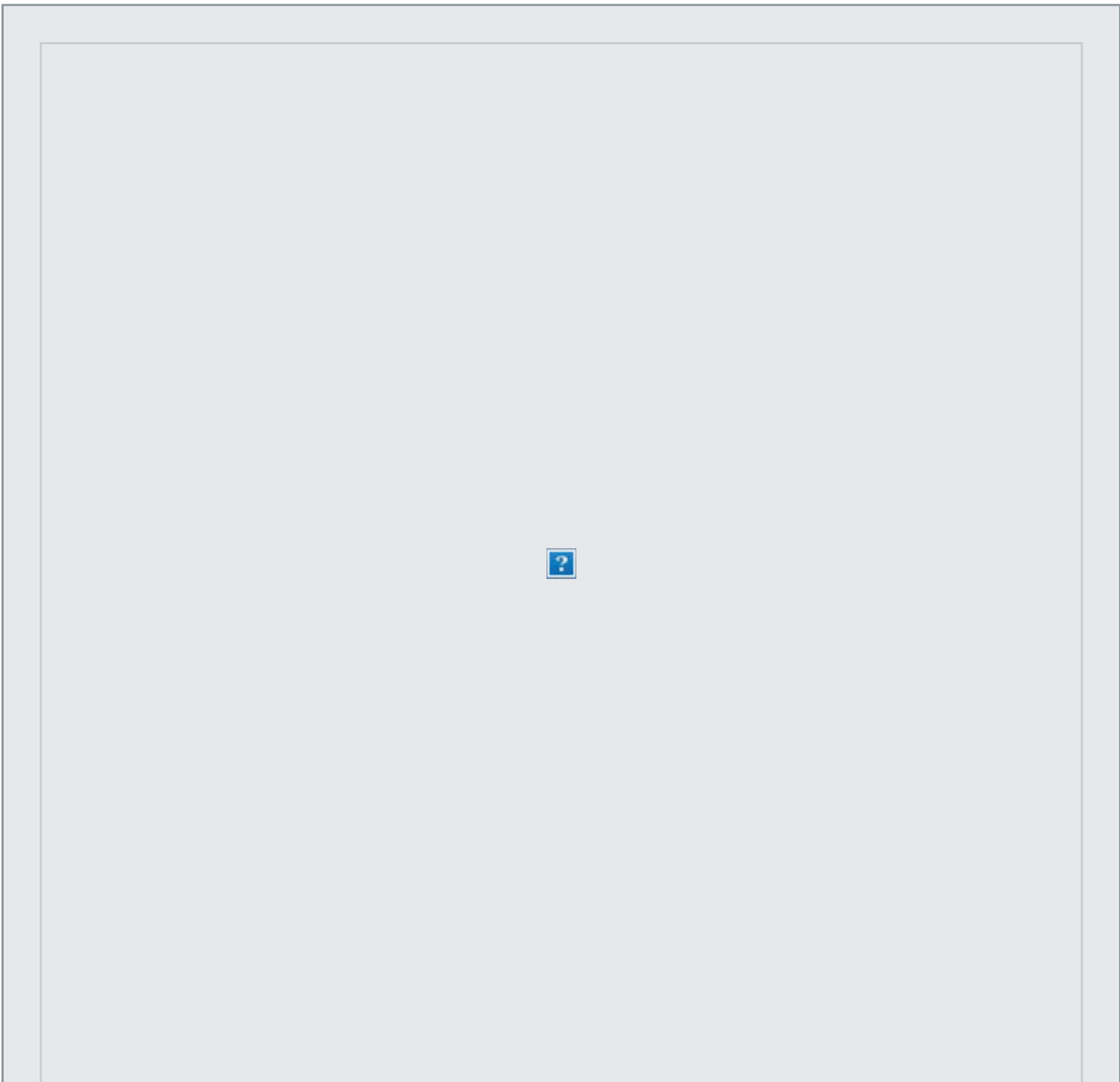
**From:** [James Bond](#)  
**To:** [Planning & Development Services South Logan TOD Project](#)  
**Subject:** Re: South Logan TOD Update  
**Date:** Saturday, October 12, 2024 11:51:51 AM

---

**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

Is there anything being done about cars speeding on Hamilton? How many people need to die on Hamilton??

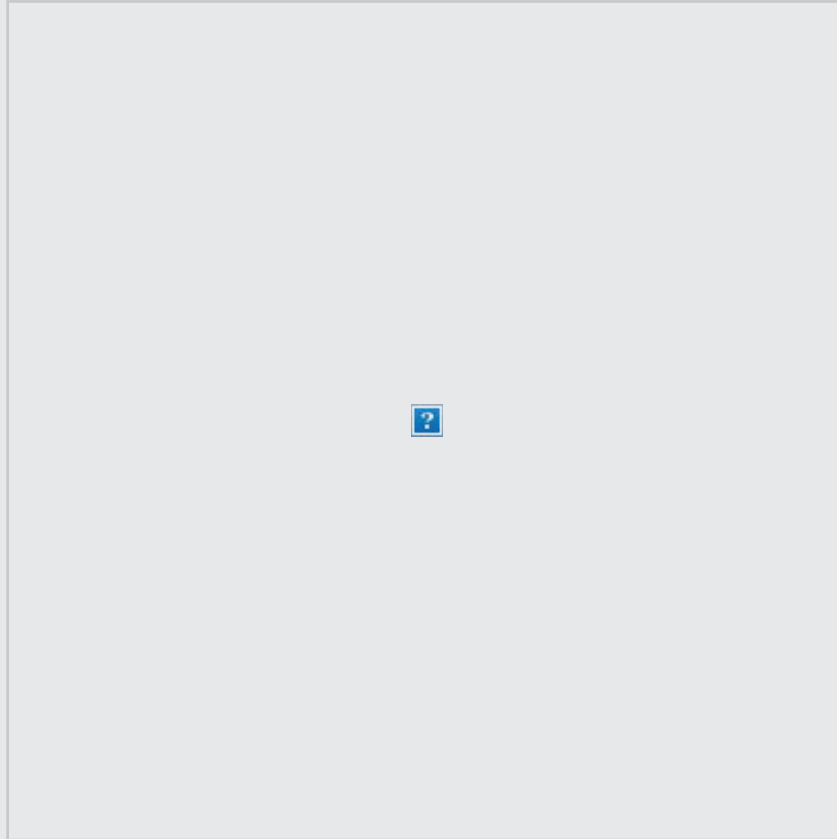
On Friday, October 11, 2024, 09:03:00 AM PDT, City of Spokane Planning <[southlogantod@spokanecity.org](mailto:southlogantod@spokanecity.org)> wrote:



October 11, 2024

**Dear Community Member,**

At their October 9 public hearing, the Spokane Plan Commission unanimously voted to **recommend approval** of the South Logan TOD Comprehensive Plan Amendment (Z24-105COMP). You can watch the hearing recording below.



[More information about the proposed Comprehensive Plan Amendment can be found on the project webpage.](#)

## **Next Steps**

The 2023/2024 Comprehensive Plan Amendments – including the South Logan TOD proposal – are scheduled to be presented before Spokane City Council on Thursday, Nov. 7. Study sessions are an informal gathering of City Council to discuss topics of interest. No formal action is taken during these meetings.

[Watch the Study Session at 11 a.m. on CityCable5.](#)



The Comprehensive Plan Amendments are tentatively scheduled for a public hearing before City Council on Monday, Nov. 25. Written testimony can be sent via email in advance of the City Council hearing to [compplan@spokanecity.org](mailto:compplan@spokanecity.org). Verbal testimony will be accepted at the time of the hearing.

*You are receiving this email because you signed up via the [South Logan TOD webpage](#) or have been identified as an individual or stakeholder in the discussion, or expressed interest in receiving planning project updates from the City of Spokane. Please feel free to share this email with others who are interested in receiving [email updates](#) like this one about this project. To unsubscribe, please email [southloganTOD@spokanecity.org](mailto:southloganTOD@spokanecity.org).*

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**Agenda Sheet for City Council:**

**Committee:** Finance & Administration **Date:** 09/23/2024

**Committee Agenda type:** Consent

**Date Rec'd** 10/29/2024

**Clerk's File #** FIN 2024-0001

**Cross Ref #**

**Project #**

**Council Meeting Date:** 11/11/2024

<b>Submitting Dept</b>	FINANCE, TREASURY & ADMIN	<b>Bid #</b>	
------------------------	---------------------------	--------------	--

<b>Contact Name/Phone</b>	JESSICA 954-9217	<b>Requisition #</b>	
---------------------------	------------------	----------------------	--

<b>Contact E-Mail</b>	JSTRATTON@SPOKANECITY.ORG		
-----------------------	---------------------------	--	--

<b>Agenda Item Type</b>	Report Item		
-------------------------	-------------	--	--

<b>Council Sponsor(s)</b>	MCATHCART BWILKERSON ZZAPPONE		
---------------------------	-------------------------------	--	--

<b>Agenda Item Name</b>	0410 - SET BUDGET HEARINGS		
-------------------------	----------------------------	--	--

**Agenda Wording**

Setting the hearings for review of the 2025-2026 Proposed Biennium Budget beginning Monday, November 11 and continuing to November 18 and November 25, 2024.

**Summary (Background)**

As part of the budget process, the City Council will hold public hearings on the 2025-2026 Proposed Biennium Budget for the City of Spokane. Public testimony is welcome on all sections of the budget at each hearing. The hearings will be held on November 11, November 18, and November 25, 2024. The City Council may continue the hearing day-to-day up to the 30th day prior to the beginning of the next fiscal year.

Lease? NO Grant related? NO Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? N/A

Total Cost	\$
------------	----

Current Year Cost	\$
-------------------	----

Subsequent Year(s) Cost	\$
-------------------------	----

**Narrative**

<b>Amount</b>	<b>Budget Account</b>
Select \$	#
Select \$	#
Select \$	#
Select \$	#
\$	#
\$	#





## Committee Agenda Sheet

### Finance & Administration Committee

<b>Committee Date</b>	September 23, 2024
<b>Submitting Department</b>	Finance
<b>Contact Name</b>	Jessica Stratton
<b>Contact Email &amp; Phone</b>	<a href="mailto:jstratton@spokanecity.org">jstratton@spokanecity.org</a> 509-954-9217
<b>Council Sponsor(s)</b>	Cathcart, Wilkerson, Zappone
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion    Time Requested: min
<b>Agenda Item Name</b>	Set Budget Hearings
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>	<p>Setting the hearings for review of the 2025-2026 Proposed Biennium Budget beginning Monday, November 18, 2024 and November 25, 2024.</p> <p>*use the Fiscal Impact box below for relevant financial information</p> <p>As part of the budget process, the City Council will hold public hearings on the 2025-2026 Proposed Biennium Budget for the City of Spokane. Public testimony is welcome on all sections of the budget at each hearing. The hearings will be held on November 18, 2024 and November 25, 2024. The City Council may continue the hearing day-to-day up to the 30<sup>th</sup> day prior to the beginning on the next fiscal year.</p>
<p><b>Fiscal Impact</b></p> <p><b>Approved in current year budget?</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No    <input checked="" type="checkbox"/> N/A</p> <p>Total Cost: <a href="#">Click or tap here to enter text.</a></p> <p>Current year cost:</p> <p>Subsequent year(s) cost:</p> <p><b>Narrative:</b> Please provide financial due diligence review, as applicable, such as number and type of positions, grant match requirements, summary type details (personnel, maintenance and supplies, capital, revenue), impact on rates, fees, or future shared revenue</p> <p><b>Funding Source</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Specify funding source: <a href="#">Select Funding Source*</a></p> <p>Is this funding source sustainable for future years, months, etc? <a href="#">Click or tap here to enter text.</a></p> <p><b>Expense Occurrence</b>    <input type="checkbox"/> One-time    <input type="checkbox"/> Recurring    <input type="checkbox"/> N/A</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impacts (If N/A, please give a brief description as to why)</b></p> <ul style="list-style-type: none"> <li>• What impacts would the proposal have on historically excluded communities? – N/A</li> <li>• How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities? – N/A</li> <li>• How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution? – N/A</li> </ul>	

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

**Council Subcommittee Review**

- Please provide a summary of council subcommittee review. If not reviewed by a council subcommittee, please explain why not. – N/A